



AGENDA

AMENDED

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

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

You are required to sign up in advance of the meeting on the City's webpage, by calling the City Clerk's Office (405-366-5406), or at the Council Chambers prior to the start of the meeting with your name, ward, and item you wish to speak to including whether you are a proponent or opponent. When the time comes for public comments, the Clerk will call your name and you can make your way to the podium. Comments may be limited on items of higher interest, if so, the Mayor will announce that at the beginning of the meeting. Participants may speak one time only up to 3 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

APPROVAL OF MINUTES

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

CITY COUNCIL SPECIAL MEETING MINUTES OF JUNE 4, 2024, NORMAN UTILITIES AUTHORITY MINUTES OF JUNE 4, 2024, NORMAN MUNICIPAL AUTHORITY MINUTES OF JUNE 4, 2024, NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES OF JUNE 4, 2024, CITY COUNCIL CONFERENCE MINUTES

PROCLAMATIONS

2. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2425-3: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING WEDNESDAY, SEPTEMBER 11, 2024 AS VIRTUE CENTER APPRECIATION DAY IN THE CITY OF NORMAN.

COUNCIL ANNOUNCEMENTS

CONSENT DOCKET

This item is placed on the agenda so that the City Council, by unanimous consent, can designate those routine agenda items that they wish to be approved or acknowledged by one motion. If any item proposed does not meet with approval of all Councilmembers, that item will be heard in regular order. Staff recommends that Item 3 through Item 35 be placed on the consent docket.

First Reading Ordinance

3. CONSIDERATION OF ADOPTION, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2425-3 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 SECTION THIRTY-FIVE (35), TOWNSHIP NINE (9) NORTH, RANGE THREE (3) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE C-2, GENERAL COMMERCIAL DISTRICT; RM-6, MEDIUM-DENSITY APARTMENT DISTRICT WITH PERMISSIVE USE FOR A GOLF COURSE; PL, PARK LAND DISTRICT; AND PUD, PLANNED UNIT DEVELOPMENT DISTRICT AND PLACE THE SAME IN THE PUD, PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (GENERALLY LOCATED SOUTH OF WEST MAIN STREET, WEST OF ED NOBLE PARKWAY, NORTH OF WEST LINDSEY STREET, AND EAST OF 36TH AVENUE SOUTHWEST)

Appointments

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

ECONOMIC DEVELOPMENT ADVISORY BOARD

TERM: 08/27/24 TO 08/13/27, CHRISTIAN THOMAS, WARD 3

PUBLIC SAFETY OVERSIGHT COMMITTEE

TERM: 08/27/24 TO 02/10/25, ASHLIE DURHAM, WARD 7

Reports/Communications

- 5. CONSIDERATION OF SUBMISSION, ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR REJECTION OF RECEIPT OF THE CITY MANAGER’S CONTRACT AND CHANGE ORDER REPORT AND DIRECTING THE FILING THEREOF.
- 6. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MONTHLY DEPARTMENTAL REPORTS FOR THE MONTH OF JULY, 2024.
- 7. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RECEIPT OF THE FINANCE DIRECTOR’S INVESTMENT REPORT AS OF JULY 31, 2024, AND DIRECTING THE FILING THEREOF.
- 8. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR REJECTION OF RECEIPT OF THE CITIZENS PUBLIC SAFETY SALES TAX OVERSIGHT COMMITTEE ANNUAL REPORT FOR FYE 2024.
- 9. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF RATIFICATION OF SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE DEVELOPMENT OVERSIGHT COMMITTEE FOR TIF DISTRICT NUMBER TWO ANNUAL REPORT FOR THE PERIOD JULY 1, 2023 TO JUNE 30, 2024.

Authorization for Purchase

- 10. CONSIDERATION OF AUTHORIZATION, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT FOR THE PURCHASE OF TWO REPLACEMENT PUMPS FROM AUTOMATIC ENGINEERING, INC. FOR THE PARK HILL LIFT STATION IN THE AMOUNT OF \$62,365 TO BE USED BY THE UTILITIES DEPARTMENT TO PROVIDE RELIABLE SANITARY SEWER SERVICE TO THE AREA.
- 11. CONSIDERATION OF AUTHORIZATION, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT FOR THE PURCHASE OF WATER FILTER PITCHERS FROM THE CLOROX SALES COMPANY IN THE AMOUNT OF \$33.52 PER PITCHER FOR AN ESTIMATED TOTAL PURCHASE AMOUNT OF \$184,360 AND SOLE SOURCE AUTHORIZATION.

Request for Payment

- 12. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A COURT ORDER: A RECOMMENDATION FOR APPROVAL OF A COURT ORDER IN THE TOTAL AMOUNT OF \$22,032 REGARDING CASEY

WILLIAM KRAEGER VS. THE CITY OF NORMAN, OKLAHOMA WORKERS' COMPENSATION COMMISSION CASE 2023-00969 R

13. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CITY'S APPLICATION FOR PERMISSION TO CARRY ITS OWN RISK WITHOUT WORKERS' COMPENSATION INSURANCE IN THE AMOUNT OF \$1,000.

Donation

14. CONSIDERATION OF THE ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A DONATION IN THE AMOUNT OF \$30,610 FOR A KITCHEN RENOVATION AT THE REAVES PARK BUILDING, LOCATED AT 121 EAST CONSTITUTION.

Acceptance of Funds

15. CONSIDERATION OF ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A DONATION OF ACTIVE THREAT RESPONSE PROTECTIVE EQUIPMENT VALUED AT \$10,000 FROM THE DICKEY FOUNDATION TO BE USED BY THE NORMAN FIRE DEPARTMENT.

Easement

16. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF NORMAN RURAL CERTIFICATE OF SURVEY COS2425-2: FOR MAPPE EAST ESTATES AND EASEMENT NUMBERS E-2425-2, E-2425-3 AND E-24254 (GENERALLY LOCATED A QUARTER-MILE EAST OF 36TH AVENUE NE ON THE NORTH SIDE OF EAST FRANKLIN ROAD).

Settlement

17. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RECOMMENDATION FROM THE CITY ATTORNEY THAT THE CITY COUNCIL APPROVE A SETTLEMENT AND ACCEPT SETTLEMENT PAYMENT IN EL DORADO MINERALS, LLC V. COFFEYVILLE RESOURCES REFINING & MARKETING, UNITED STATES DISTRICT COURT FOR THE EASTERN DISTRICT OF OKLAHOMA COURT CASE NO. 23-CV-249-JAR, IN THE AMOUNT OF \$414.83.

Contracts

18. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT THREE TO CONTRACT K-1718-79: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND ADVANCED UTILITIES SYSTEMS, A DIVISION OF N. HARRIS CORPORATION, INCREASING THE CONTRACT AMOUNT BY \$76,500 FOR A REVISED CONTRACT AMOUNT OF \$1,606,985 TO PROVIDE INTEGRATION SERVICES FOR THE ADVANCED UTILITY BILLING SYSTEM TO FACILITATE THE METER INFRASTRUCTURE PROGRAM

AND AUTHORIZING THE TRUSTEES OF THE NORMAN UTILITIES AUTHORITY TO APPROVE THE EXPENDITURE OF FUNDS.

19. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2324-7 BY AND BETWEEN THE CITY OF NORMAN AND ARROYO'S CONCRETE LLC DECREASING THE CONTRACT AMOUNT BY \$290.23 FOR A REVISED AMOUNT OF \$1,336,809.77 AND THE FINAL ACCEPTANCE OF CONTRACT AND FINAL PAYMENT OF \$66,840.40 FOR THE URBAN CONCRETE, FYE 2024 LOCATIONS, BID 2 PROJECT.
20. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2425-15: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND THUNDERBIRD CLUBHOUSE BOARD, INC., IN THE AMOUNT OF \$50,000 FOR THE COORDINATION OF ACTIVITIES FOR THE OK504 NORMAN/CLEVELAND COUNTY CONTINUUM OF CARE.
21. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF AWARDDING BID-2425-10 AND CONTRACT K-2425-35: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND INDUSTRIAL HYDRO SERVICES, IN THE AMOUNT OF \$303,000; PERFORMANCE BOND B-2425-25; STATUTORY BOND B-2425-26; FOR THE REMOVAL OF AND DISPOSAL OF BIOSOLIDS FROM THE STORM HOLDING PONDS AT THE WASTEWATER RECLAMATION FACILITY AND APPROPRIATION FROM THE WASTEWATER RECLAMATION FUND BALANCE.
22. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF AWARDDING BID-2324-43, AND CONTRACT K-2425-42: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND MULTISPORTS, LLC, IN THE AMOUNT OF \$272,842, MAINTENANCE BOND MB-2425-17, PERFORMANCE BOND B-2425-23; AND STATUTORY BOND B-2425-24 FOR THE YOUNG FAMILY ATHLETIC CENTER (YFAC) OUTDOOR PICKLEBALL COURTS CONSTRUCTION PROJECT, AND ADOPTION OF RESOLUTION R-2425-35, GRANTING TAX EXEMPT STATUS.
23. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF CONTRACT K-2425-43: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND THE PERFORMING ARTS STUDIO IN THE AMOUNT OF \$50,700 TO ASSIST WITH THE OPERATION OF THE SANTA FE TRAIN DEPOT AND THE PROVISION OF HOSPITALITY SERVICES PROVIDED TO THE COMMUNITY AT SUCH LOCATION.
24. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2425-44: BY AND BETWEEN THE CITY OF NORMAN AND THE STATE OF OKLAHOMA BY AND THROUGH THE OFFICE OF THE ATTORNEY GENERAL AND THE OKLAHOMA OPIOID ABATEMENT BOARD IN THE AMOUNT OF \$1,164,638.07, TO BE USED FOR OPIOID REMEDIATION PURPOSES AS OUTLINED IN THE STAFF REPORT.

25. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A GRANT IN THE AMOUNT OF \$59,281 FROM THE OKLAHOMA HIGHWAY SAFETY OFFICE (OHSO) TO BE USED BY THE POLICE DEPARTMENT TO CONDUCT HIGH-VISIBILITY ENFORCEMENT, SATURATION PATROLS, INFORMATION/EDUCATION CAMPAIGNS DIRECTED TOWARD TRAFFIC SAFETY, AND TO PARTICIPATE IN OHSO MOBILIZATIONS; APPROVAL OF CONTRACT K-2425-46; AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT.
26. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2425-47: AN INTERLOCAL AGREEMENT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND NORMAN PUBLIC SCHOOLS FOR THE SCHOOL RESOURCE OFFICER (SRO) PROGRAM.
27. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2425-48: BY AND BETWEEN THE CITY OF NORMAN AND IMG TECHNOLOGY CORP (DBA GRAVITY) FOR ACCESS TO SOFTWARE TO AID IN THE PREPARATION OF THE ANNUAL COMPREHENSIVE FINANCIAL REPORT.

Resolutions

28. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-25: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA REQUESTING \$6,576,127.20 IN STBG-UZA FUNDING FOR IMPROVEMENTS TO ROCK CREEK ROAD BETWEEN QUEENSTON AVENUE AND 24TH AVENUE NE IN NORMAN
29. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-26: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA REQUESTING \$7,500,000 IN STBG-UZA FUNDING FOR IMPROVEMENTS TO TECUMSEH ROAD BETWEEN 12TH AVENUE NE AND 24TH AVENUE NE IN NORMAN.
30. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-27: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA REQUESTING APPROPRIATION OF \$35,037.78 IN RISK MANAGEMENT MISCELLANEOUS REIMBURSEMENTS/REFUNDS FUND BALANCE TO REPAIR AND REPLACE TRAFFIC SIGNAL EQUIPMENT OR TRAFFIC SIGNS DAMAGED IN TRAFFIC COLLISIONS.
31. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-31: A RESOLUTION OF THE COUNCIL

OF THE CITY OF NORMAN, OKLAHOMA TRANSFERRING \$40,000 FROM THE ASP AVE PARKING LOT PURCHASE PROJECT TO BE USED FOR THE REGIONAL TRANSPORTATION AUTHORITY PROJECT.

32. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-32: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, GRANTING A PARTIAL EXEMPTION FROM CURRENT SUBDIVISION STANDARDS RELATING TO LOT 18A, BLOCK 6, A REPLAT OF VALLEY VIEW ADDITION WITH ADVANCEMENT OF THE SHORT FORM PLAT PROCESS. (LOCATED AT 1711 SOUTH PICKARD AVENUE).
33. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-33: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING JOINT PETITION SETTLEMENT OF TWO CLAIMS FILED BY DAVID L. FAUGHT UNDER THE PROVISIONS OF THE WORKERS' COMPENSATION STATUTES OF THE STATE OF OKLAHOMA IN THE CASES OF *DAVID L. FAUGHT V. THE CITY OF NORMAN*, WORKERS' COMPENSATION COMMISSION CASES 2023-03668 L AND 2023-03669 R; DIRECTING THE LEGAL DEPARTMENT TO THEN FILE SUCH SETTLEMENT AND ALL ATTENDANT COSTS IN THE WORKERS' COMPENSATION COMMISSION, OKLAHOMA CITY, OKLAHOMA; AND AUTHORIZING AND DIRECTING THE FINANCE DIRECTOR TO SUBSEQUENTLY PURCHASE SUCH WORKERS' COMPENSATION COMMISSION JUDGMENT FROM THE RISK MANAGEMENT INSURANCE FUND.
34. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-38: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$13,150 FROM THE REFUNDS / REIMBURSEMENTS MISCELLANEOUS RISK MANAGEMENT ACCOUNT TO REPAIR OR REPLACE A CITY VEHICLE DAMAGED BY ANOTHER DRIVER IN A TRAFFIC COLLISION.
35. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-39. A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA APPROPRIATING \$1,574,010 FROM PUBLIC SAFETY SALES TAX BOND FUND BALANCE TO THE EMERGENCY COMMUNICATIONS CENTER PROJECT.

NON-CONSENT ITEMS

Second Reading Ordinance

36. CONSIDERATION OF ADOPTION, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2425-1 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR MINI-WAREHOUSE IN THE C-2, GENERAL COMMERCIAL DISTRICT FOR LOT TWO (2), BLOCK FIVE (5), CAMBRIDGE ADDITION SECTION VI, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (4801 WEST MAIN STREET)

Resolutions

37. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-34: RESOLUTION OF THE CITY OF NORMAN TO PROTECT AND PRESERVE THE LAKE THUNDERBIRD WATERSHED, THE CANADIAN RIVER CORRIDOR, THE CITY'S DRINKING WATER SUPPLY, AND THE CITY'S FLOOD HAZARD AREAS AND ACKNOWLEDGING THE OKLAHOMA TURNPIKE AUTHORITY'S ACCESS OKLAHOMA PROGRAM TO CONSTRUCT TURNPIKE FACILITIES IN THE CITY OF NORMAN THROUGH THESE CRITICAL AREAS IN THE CITY OF NORMAN.

38. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-40: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, DECLARING A TEMPORARY MORATORIUM ON THE ISSUANCE OF PERMITS FOR LARGE PROJECTS UNTIL JULY 1, 2025, OR UNTIL THE ENACTMENT OF A NEW ORDINANCE PLACING ADDITIONAL REQUIREMENTS ON SUCH PROJECTS, WHICHEVER OCCURS SOONER

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 three minutes or less.

ADJOURNMENT

File Attachments for Item:

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

CITY COUNCIL SPECIAL MEETING MINUTES OF JUNE 4, 2024, NORMAN UTILITIES AUTHORITY MINUTES OF JUNE 4, 2024, NORMAN MUNICIPAL AUTHORITY MINUTES OF JUNE 4, 2024, NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES OF JUNE 4, 2024, CITY COUNCIL CONFERENCE MINUTES OF MAY 25, 2021, CITY COUNCIL SPECIAL MEETING MINUTES OF JUNE 25, 2024, CITY COUNCIL SWEARING IN CEREMONY MINUTES OF JULY 2, 2024.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/27/2024

REQUESTER: Brenda Hall, City Clerk

PRESENTER: Brenda Hall, City Clerk

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

CITY COUNCIL SPECIAL MEETING MINUTES OF JUNE 4, 2024,
NORMAN UTILITIES AUTHORITY MINUTES OF JUNE 4, 2024,
NORMAN MUNICIPAL AUTHORITY MINUTES OF JUNE 4, 2024,
NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES OF JUNE
4, 2024, CITY COUNCIL CONFERENCE MINUTES OF MAY 25, 2021,
CITY COUNCIL SPECIAL MEETING MINUTES OF JUNE 25, 2024, CITY
COUNCIL SWEARING IN CEREMONY MINUTES OF JULY 2, 2024.

CITY COUNCIL CONFERENCE MINUTES

May 25, 2021

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in a virtual conference at 5:30 p.m. in the Municipal Building Council Chambers on the 25th day of May, 2021, and notice and agenda of the meeting were posted at the Municipal Building at 201 West Gray 24 hours prior to the beginning of the meeting.

PRESENT: Councilmembers Hall, Holman, Nash, Peacock, Petrone, Schueler, Studley, Mayor Clark

ABSENT: Councilmember Foreman

Item 1, being:

CONTINUED DISCUSSION REGARDING A PROPOSED CONVERSION THERAPY ORDINANCE FROM THE HUMAN RIGHTS COMMISSION.

Mr. Anthony Purinton, Assistant City Attorney, said Staff was asked at the previous meeting to redraft the ordinance, which previously prohibited the use of City funds for conversion therapy. He said the ordinance now outright prohibits the practice of conversion therapy for minor children. The Human Rights Commission recommended approval of the previous ordinance and the proposed amendments being presented tonight.

Mr. Purinton said the changes to the proposed ordinance creates a new article in the Code establishing conversion therapy for minor an outright prohibition and adds a penalty section for such violations. The civil action subsection allows for the enforcement through injunctions, in addition to criminal charges in Municipal Court.

It was the consensus of Council to move the ordinance forward for formal consideration.

Items submitted for the record

1. Memorandum dated May 20, 2021, from Anthony Purinton, Assistant City Attorney, and Cinthya Allen, Chief Diversity and Equity Officer, through Kathryn Walker, City Attorney, to Honorable City Councilmembers
2. Proposed legislatively notated copy of Ordinance O-2021-45
3. Proposed Ordinance O-2021-45 (clean)

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The meeting was adjourned at 6:00 p.m.

ATTEST:

City Clerk

Mayor



CITY OF NORMAN, OK CITY COUNCIL SPECIAL MEETING - FYE 2025 BUDGET ADOPTION

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Tuesday, June 4, 2024 at 2:00 PM

MINUTES

The City Council, Norman Utilities Authority, Norman Municipal Authority, and Norman Tax Increment Finance Authority of the City of Norman, Cleveland County, State of Oklahoma, met in Special Session in the Council Chambers of the Norman Municipal Building on the 4th day of June, 2024, at 2:00 p.m., and notice and agenda of the meeting were posted at the Municipal Building at 201 West Gray 48 hours prior to the beginning of the meeting.

CALL TO ORDER

Mayor Heikkila called the Meeting to Order at 2:00 p.m.

ROLL CALL

PRESENT

- Mayor Larry Heikkila
- Councilmember Ward 1 Austin Ball
- Councilmember Ward 2 Lauren Schueler
- Councilmember Ward 3 Bree Montoya
- Councilmember Ward 4 Helen Grant
- Councilmember Ward 5 Michael Nash
- Councilmember Ward 6 Elizabeth Foreman
- Councilmember Ward 7 Stephen Holman
- Councilmember Ward 8 Matthew Peacock

ABSENT

None

AGENDA ITEMS

1. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE FYE 2025 CITY OF NORMAN PROPOSED OPERATING AND CAPITAL BUDGETS AND THE NORMAN CONVENTION AND VISITORS BUREAU, INC., FYE 2025 BUDGET WITH DETAILED ANNUAL PLAN OF WORK.

Motion made by Councilmember Ward 6 Foreman, Seconded by Councilmember Ward 7 Holman.

Item 1, continued:

Amendments to the Budget

Amendment No. 1: Grammatical and typographical corrections to the Budget documents, with no financial impact, be made as necessary.

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

Voting Yea: Mayor Heikkila, Councilmember Ward 1 Ball, Councilmember Ward 2 Schueler, Councilmember Ward 3 Montoya, Councilmember Ward 5 Nash, Councilmember Ward 6 Foreman, Councilmember Ward 7 Holman, Councilmember Ward 8 Peacock

Amendment No. 1 to the FYE 2025 Budget was Approved.

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Amendment No. 2: Projected revenues in the University North Park Tax Increment Finance District Fund be reduced by \$200,000, due to the termination of University North Park Business Improvement District assessments.

Motion made by Councilmember Ward 8 Peacock, Seconded by Councilmember Ward 7 Holman.

Voting Yea: Mayor Heikkila, Councilmember Ward 1 Ball, Councilmember Ward 2 Schueler, Councilmember Ward 3 Montoya, Councilmember Ward 5 Nash, Councilmember Ward 6 Foreman, Councilmember Ward 7 Holman, Councilmember Ward 8 Peacock

Participants in discussion

1. Ms. Cynthia Rogers, Ward 4, asked questions
2. Mr. Darrel Pyle, City Manager

Amendment No. 2 to the FYE 2025 Budget was Approved.

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Amendment No. 3: Allocations to the Capital Improvement Projects Fund be reduced by \$204,995 to remove a traffic project at 36th Avenue NW and Tecumseh Road.

Motion made by Councilmember Ward 3 Montoya, Seconded by Councilmember Ward 2 Schueler.

Voting Yea: Mayor Heikkila, Councilmember Ward 1 Ball, Councilmember Ward 2 Schueler, Councilmember Ward 3 Montoya, Councilmember Ward 5 Nash, Councilmember Ward 6 Foreman, Councilmember Ward 7 Holman, Councilmember Ward 8 Peacock

Participants in discussion

1. Ms. Cynthia Rogers, Ward 4, made comments
2. Mr. Anthony Francisco, Director of Finance

Amendment No. 3 to the FYE 2025 Budget was Approved.

Item 1, continued

Amendment No. 4: Projected Public Transportation Fund revenues be increased by \$496,189 to reflect anticipated increases in Federal Transit Administration grant revenues.

Motion made by Councilmember Ward 7 Holman, Seconded by Councilmember Ward 8 Peacock.

Voting Yea: Mayor Heikkila, Councilmember Ward 1 Ball, Councilmember Ward 2 Schueler, Councilmember Ward 3 Montoya, Councilmember Ward 5 Nash, Councilmember Ward 6 Foreman, Councilmember Ward 7 Holman, Councilmember Ward 8 Peacock

Participants in discussion

1. Mr. Dan Munson, Ward 6, made comments
2. Mr. Bill Waterhouse, made comments
3. Mr. Taylor Johnson, Transit and Parking Program Manager

Amendment No. 4 to the FYE 2025 Budget was Approved.

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Amendment No. 5: Increase Public Transportation Fund allocations by \$751,718 to fund continued operations of the micro-transit program.

Motion made by Councilmember Ward 7 Holman, Seconded by Councilmember Ward 8 Peacock.

Voting Yea: Councilmember Ward 1 Ball, Councilmember Ward 2 Schueler, Councilmember Ward 3 Montoya, Councilmember Ward 5 Nash, Councilmember Ward 6 Foreman, Councilmember Ward 7 Holman, Councilmember Ward 8 Peacock

Voting Nay: Mayor Heikkila

Amendment No. 5 to the FYE 2025 Budget was Approved.

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Amendment No. 6: Increase General Fund allocations to the Information Technology Department by \$233,000 for estimated maintenance fee increases on City software applications.

Motion made by Councilmember Ward 5 Nash, Seconded by Councilmember Ward 2 Schueler.

Voting Yea: Mayor Heikkila, Councilmember Ward 1 Ball, Councilmember Ward 2 Schueler, Councilmember Ward 3 Montoya, Councilmember Ward 5 Nash, Councilmember Ward 6 Foreman, Councilmember Ward 7 Holman, Councilmember Ward 8 Peacock

Amendment No. 6 to the FYE 2025 Budget was Approved.

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Item 1, continued

Amendment No. 7: Increase Capital Improvement Project Fund allocations by \$968,883 to fully fund the Lower Imhoff Creek bank stabilization project.

Motion made by Councilmember Ward 2 Schueler, Seconded by Councilmember Ward 8 Peacock.

Voting Yea: Mayor Heikkila, Councilmember Ward 1 Ball, Councilmember Ward 2 Schueler, Councilmember Ward 3 Montoya, Councilmember Ward 5 Nash, Councilmember Ward 6 Foreman, Councilmember Ward 7 Holman, Councilmember Ward 8 Peacock

Amendment No. 7 to the FYE 2025 Budget was Approved.

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Amendment No. 8: Projected Wastewater Reclamation Fund revenues be decreased by \$775,000 to reflect lower growth rate assumptions.

Motion made by Councilmember Ward 1 Ball, Seconded by Councilmember Ward 2 Schueler.

Voting Yea: Mayor Heikkila, Councilmember Ward 1 Ball, Councilmember Ward 2 Schueler, Councilmember Ward 3 Montoya, Councilmember Ward 5 Nash, Councilmember Ward 6 Foreman, Councilmember Ward 7 Holman, Councilmember Ward 8 Peacock

Participants in discussion

1. Ms. Cynthia Roger, asked questions
2. Mr. Anthony Francisco, Director of Finance
3. Mr. Chris Mattingly, Director of Utilities

Amendment No. 8 to the FYE 2025 Budget was Approved.

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Amendment No. 9: General Fund allocations to the City Manager Department be increased by \$75,600 to fully fund an Assistant City Manager position.

Motion made by Councilmember Ward 6 Foreman, Seconded by Councilmember Ward Schueler.

Voting Yea: Mayor Heikkila, Councilmember Ward 1 Ball, Councilmember Ward 2 Schueler, Councilmember Ward 3 Montoya, Councilmember Ward 5 Nash, Councilmember Ward 6 Foreman, Councilmember Ward 7 Holman, Councilmember Ward 8 Peacock

Participants in discussion

1. Mr. Dan Munson, Ward 6, made comments
2. Mr. Darrel Pyle, City Manager

Amendment No. 9 to the FYE 2025 Budget was Approved.

Item 1, continued

Amendment No. 10: Increase the allocation to the City Manager Department be increased by \$6,000 for a car allowance for the Assistant City Manager position.

Motion made by Councilmember Ward 8 Peacock, Seconded by Councilmember Ward 7 Holman.

Voting Yea: Mayor Heikkila, Councilmember Ward 1 Ball, Councilmember Ward 2 Schueler, Councilmember Ward 3 Montoya, Councilmember Ward 5 Nash, Councilmember Ward 6 Foreman, Councilmember Ward 7 Holman, Councilmember Ward 8 Peacock

Amendment No. 10 to the FYE 2025 Budget was Approved.

*

Voting Yea: Mayor Heikkila, Councilmember Ward 1 Ball, Councilmember Ward 2 Schueler, Councilmember Ward 3 Montoya, Councilmember Ward 5 Nash, Councilmember Ward 6 Foreman, Councilmember Ward 7 Holman, Councilmember Ward 8 Peacock

The FYE 2025 Budget was Adopted, as Amended.

ADJOURNMENT

The Meeting Adjourned at 2:30 p.m.

City Clerk

Mayor



CITY OF NORMAN, OK CITY COUNCIL SPECIAL MEETING

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

Tuesday, June 25, 2024 at 5:00 PM

MINUTES

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in Special Session in the Council Chambers of the Norman Municipal Building on the 25th day of June, 2024, at 5:00 p.m., and notice and agenda of the meeting were posted at the Municipal Building at 201 West Gray 48 hours prior to the beginning of the meeting.

CALL TO ORDER

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

ROLL CALL

PRESENT

Mayor Larry Heikkila
Councilmember Ward 1 Austin Ball
Councilmember Ward 2 Lauren Schueler
Councilmember Ward 3 Bree Montoya
Councilmember Ward 4 Helen Grant
Councilmember Ward 5 Michael Nash
Councilmember Ward 6 Elizabeth Foreman
Councilmember Ward 7 Stephen Holman
Councilmember Ward 8 Matthew Peacock

ABSENT

None

AGENDA ITEMS

1. CONSIDERATION OF ADJOURNING INTO AN EXECUTIVE SESSION AS AUTHORIZED BY OKLAHOMA STATUTES, TITLE 25 § 307(B)(1) IN ORDER TO EVALUATE THE CITY MANAGER AS REQUIRED BY SECTION 5 OF CONTRACT K-1819-146.

Motion made by Councilmember Ward 6 Foreman, Seconded by Councilmember Ward 2 Schueler.

Voting Yea: Mayor Heikkila, Councilmember Ward 1 Ball, Councilmember Ward 2 Schueler, Councilmember Ward 3 Montoya, Councilmember Ward 4 Grant, Councilmember Ward 5 Nash, Councilmember Ward 6 Foreman, Councilmember Ward 7 Holman, Councilmember Ward 8 Peacock

The City Council adjourned into Executive Session at 5:02 p.m. Mr. Darrel Pyle, City Manager was in attendance at the Executive Session.

Item 1, continued

Motion made by Councilmember Ward 6 Foreman, Seconded by Councilmember Ward 2 Schueler.

Voting Yea: Mayor Heikkila, Councilmember Ward 1 Ball, Councilmember Ward 2 Schueler, Councilmember Ward 3 Montoya, Councilmember Ward 4 Grant, Councilmember Ward 5 Nash, Councilmember Ward 6 Foreman, Councilmember Ward 7 Holman, Councilmember Ward 8 Peacock

The Executive Session was adjourned out of and the Special Session was reconvened at 6:07 p.m.

An evaluation of the City Manager was conducted in Executive Session. No action was taken and no votes were cast.

ADJOURNMENT

The meeting was adjourned at 6:08 p.m.

City Clerk

Mayor



CITY OF NORMAN, OK CITY COUNCIL REGULAR MEETING - SWEARING IN CEREMONY

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Tuesday, July 02, 2024 at 6:00 PM

MINUTES

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Council Chambers of the Norman Municipal Building on the 2nd day of July, 2024, at 6:00 p.m., and notice and agenda of the meeting were posted at the Municipal Building at 201 West Gray 24 hours prior to the beginning of the meeting.

CALL TO ORDER

Mayor Heikkila called the meeting to order at 6:00 p.m.

ROLL CALL

PRESENT

Mayor Larry Heikkila
Councilmember Ward 1 Austin Ball
Councilmember Ward 2 Matthew Peacock
Councilmember Ward 3 Bree Montoya
Councilmember Ward 4 Helen Grant
Councilmember Ward 5 Michael Nash
Councilmember Ward 6 Joshua Hinkle
Councilmember Ward 7 Stephen Holman
Councilmember Ward 8 Scott Dixon

ABSENT

None

PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Mayor Heikkila.

AWARDS AND PRESENTATIONS

1. ADMINISTERING THE OATHS OF OFFICE TO AND SEATING OF COUNCILMEMBER-ELECT MATTHEW PEACOCK, WARD 2; COUNCILMEMBER-ELECT HELEN GRANT, WARD 4, COUNCILMEMBER-ELECT JOSHUA HINKLE, WARD 6; AND COUNCILMEMBER-ELECT SCOTT DIXON, WARD 8.

Judge Gail Blaylock, City of Norman Municipal Court Associate Judge, administered the Oath of Office to Councilmember-Elect Matthew Peacock, Ward 2; Councilmember-Elect Helen Grant, Ward 4; and Councilmember-Elect Joshua Hinkle, Ward 6; and Councilmember-Elect Scott Dixon, Ward 8

Councilmember Ward 2 Peacock, Councilmember Ward 4 Grant, and Councilmember Ward 6 Hinkle and Councilmember Ward 8 Dixon were Sworn in and took their Seats at the Dias.

* * * * *

Appointments

- 2. ELECTION OF A REPRESENTATIVE AND AN ALTERNATE REPRESENTATIVE TO THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS BOARD OF DIRECTORS.

Motion to Elect Mayor Heikkila as Representative and Councilmember Ward 7 Holman as Alternate Representative to the Association of Central Oklahoma Governments Board of Directors.

Motion made by Councilmember Ward 7 Holman, Seconded by Councilmember Ward 1 Ball.

Voting Yea: Mayor Heikkila, Councilmember Ward 1 Ball, Councilmember Ward 2 Peacock, Councilmember Ward 3 Montoya, Councilmember Ward 4 Grant, Councilmember Ward 5 Nash, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Holman, Councilmember Ward 8 Dixon

Mayor Heikkila was Elected as Representative and Councilmember Ward 7 Holman was Elected as Alternate Representative to the Association of Central Oklahoma Governments Board of Directors.

* * * * *

- 3. ELECTION OF A MAYOR PRO TEM

Motion to Elect Councilmember Peacock as Mayor Pro Tem

Motion made by Councilmember Ward 7 Holman, Seconded by Mayor Heikkila.

Voting Yea: Mayor Heikkila, Councilmember Ward 1 Ball, Councilmember Ward 2 Peacock, Councilmember Ward 3 Montoya, Councilmember Ward 4 Grant, Councilmember Ward 5 Nash, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Holman, Councilmember Ward 8 Dixon

Councilmember Peacock was Elected as Mayor Pro Tem

* * * * *

4. ELECTION OF A REPRESENTATIVE AND AN ALTERNATE REPRESENTATIVE TO THE OKLAHOMA MUNICIPAL LEAGUE BOARD OF DIRECTORS.

Motion to Elect Mayor Heikkila as Representative and Councilmember Ward 4 Grant as Alternate Representative of the Oklahoma Municipal League Board of Directors.

Motion made by Councilmember Ward 7 Holman, Seconded by Councilmember Ward 8 Peacock.

Voting Yea: Mayor Heikkila, Councilmember Ward 1 Ball, Councilmember Ward 2 Peacock, Councilmember Ward 3 Montoya, Councilmember Ward 4 Grant, Councilmember Ward 5 Nash, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Holman, Councilmember Ward 8 Dixon

Mayor Heikkila was Elected as Representative and Councilmember Ward 4 Grant as Alternate Representative of the Oklahoma Municipal League Board of Directors.

* * * * *

5. ELECTION OF A CITY COUNCILMEMBER TO SERVE ON THE BOARD OF TRUSTEES FOR THE CITY OF NORMAN RETIREMENT SYSTEM.

Motion to Elect Councilmember Ward 6 Hinkle to serve on the Board of Trustees for the City of Norman Retirement System.

Motion made by Councilmember Ward 7 Holman, Seconded by Councilmember Ward 8 Peacock.

Voting Yea: Mayor Heikkila, Councilmember Ward 1 Ball, Councilmember Ward 2 Peacock, Councilmember Ward 3 Montoya, Councilmember Ward 4 Grant, Councilmember Ward 5 Nash, Councilmember Ward 6 Hinkle, Councilmember Ward 7 Holman, Councilmember Ward 8 Dixon

ADJOURNMENT

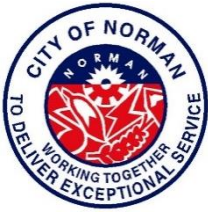
The Meeting Adjourned at 6:10 p.m.

City Clerk

Mayor

File Attachments for Item:

2. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2425-3: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING WEDNESDAY, SEPTEMBER 11, 2024 AS VIRTUE CENTER APPRECIATION DAY IN THE CITY OF NORMAN.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/27/2024

REQUESTER: Larry Heikkila

PRESENTER: Larry Heikkila, Mayor

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2425-3: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING WEDNESDAY, SEPTEMBER 11, 2024 AS VIRTUE CENTER APPRECIATION DAY IN THE CITY OF NORMAN.

Proclamation

P-2425-3

A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING WEDNESDAY, SEPTEMBER 11, 2024, AS VIRTUE CENTER APPRECIATION DAY IN THE CITY OF NORMAN.

- § 1. WHEREAS, the Virtue Center, located in Norman, Oklahoma, has consistently demonstrated a profound commitment to enhancing the well-being of our community through its dedicated services, programs, and initiatives; and
- § 2. WHEREAS, the Virtue Center has provided invaluable support in areas such as mental health, addiction recovery, and personal development, offering resources and a safe space for individuals and families in need; and
- § 3. WHEREAS; the Center's team of professionals and volunteers have worked tirelessly to create a positive impact, fostering a culture of resilience, hope, and empowerment among those they serve; and
- § 4. WHEREAS, the Virtue Center's efforts align with our city's values of compassion, unity, and support for all residents, and their work exemplifies the spirit of community and dedication to the common good; and
- § 5. WHEREAS, the contributions of the Virtue Center have not only improved the quality of life for many individuals but have also strengthened the fabric of our community as a whole.

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

- § 6. Do hereby proclaim Wednesday, September 11, 2024, as Virtue Center Appreciation Day in the City of Norman and invite all citizens to join me in recognizing the center's exceptional service and unwavering commitment to making a difference in the lives of our residents.

PASSED AND APPROVED this 27th day of August, 2024.

Mayor

ATTEST:

City Clerk



File Attachments for Item:

3. CONSIDERATION OF ADOPTION, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2425-3 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 SECTION THIRTY-FIVE (35), TOWNSHIP NINE (9) NORTH, RANGE THREE (3) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE C-2, GENERAL COMMERCIAL DISTRICT; RM-6, MEDIUM-DENSITY APARTMENT DISTRICT WITH PERMISSIVE USE FOR A GOLF COURSE; PL, PARK LAND DISTRICT; AND PUD, PLANNED UNIT DEVELOPMENT DISTRICT AND PLACE THE SAME IN THE PUD, PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (GENERALLY LOCATED SOUTH OF WEST MAIN STREET, WEST OF ED NOBLE PARKWAY, NORTH OF WEST LINDSEY STREET, AND EAST OF 36TH AVENUE SOUTHWEST)



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/27/2024

REQUESTER: Bob Moore Farms North, LLC

PRESENTER: Jane Hudson, Planning & Community Development Director

ITEM TITLE: CONSIDERATION OF ADOPTION, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2425-3 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 SECTION THIRTY-FIVE (35), TOWNSHIP NINE (9) NORTH, RANGE THREE (3) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE C-2, GENERAL COMMERCIAL DISTRICT; RM-6, MEDIUM-DENSITY APARTMENT DISTRICT WITH PERMISSIVE USE FOR A GOLF COURSE; PL, PARK LAND DISTRICT; AND PUD, PLANNED UNIT DEVELOPMENT DISTRICT AND PLACE THE SAME IN THE PUD, PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (GENERALLY LOCATED SOUTH OF WEST MAIN STREET, WEST OF ED NOBLE PARKWAY, NORTH OF WEST LINDSEY STREET, AND EAST OF 36TH AVENUE SOUTHWEST)

APPLICANT/REPRESENTATIVE Bob Moore Farms North, LLC/Rieger Law Group

WARD 3

CORE AREA No

BACKGROUND: The applicant requests rezoning from C-2, General Commercial District, RM-6, Medium-Density Apartment District with Permissive Use for a Golf Course, PL, Park Land District, and PUD, Planned Unit Development, Ordinance O-9798-9, to a new PUD District for approximately 55.56 acres. The property is currently vacant. The new PUD would allow for commercial uses on the northern portion and multi-family residential with the allowance for ground floors to contain office uses, commercial shops and services, retail, and other mixed-use offerings within the larger multi-family/residential structures throughout the southern portion of the site. This rezoning application is accompanied by a preliminary plat request and a NORMAN 2025 Land Use Plan amendment.

PROCEDURAL REQUIREMENTS:

GREENBELT MEETING: GBC24-15, July 16, 2024

The Greenbelt Commission voted to forward this application to Planning Commission with no additional comments.

PRE-DEVELOPMENT: PD24-07, June 27, 2024

The applicant representative explained the rezoning process and detailed the proposed site plan to attendees. Proposed PUD will include primarily residential buildings, with limited commercial along the north side and detention/green space to the south. An attendee inquired about building height. Applicant representative provided that multi-family homes abutting existing neighborhoods will be approximately 2-3 story "big house" apartment buildings, with taller residential buildings on the interior of the development. Commercial buildings are intended to be shorter. An attendee requested the anticipated number of homes and why that number was chosen. Applicant representative stated between 650 to 700 homes, based on market analysis. Multiple questions of traffic impact, specifically on Willowbend Road. Applicant representative responded that a Traffic Impact Analysis (TIA) would be completed as part of the project. A question on timing was posed. Applicant representative expects two phases, separated by the new road proposed connecting Norman Center Court to Willowbend Road, over the course of years prior to completion. An attendee requested additional information on the detention pond area. Applicant representative responded it will have higher service levels and will have amenities. A question on rents was posed. Applicant representative stated it is unknown at this time. Questions on the impact of the project on property values and the school system were asked. Applicant representative responded that these are unknown and outside of their purview. Concern for the impact on City services were expressed. Applicant representative provided that impact fees and anticipated sales tax revenue from new residents provides for Fire, Police, and Infrastructure improvements. An attendee asked if quiet would be guaranteed. Applicant representative responded that noise control is covered under the City's Noise Ordinance.

BOARD OF PARKS COMMISSIONERS: August 6, 2024

Parks staff recommended to support the developer's request for a fee-in-lieu of park land decision. Please see the attached report. The decision was unanimous for fee-in-lieu of park land by a vote of 5-0.

ZONING ORDINANCE CITATION:

SECTION 36-509, PUD, PLANNED UNIT DEVELOPMENT

1. Statement of Purpose. 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 the comprehensive plan of record. The "PUD" Planned Unit Development district herein established is intended to provide for greater flexibility in the design of buildings, yards, courts, circulation, and open space than would otherwise be possible through the strict application of other district regulations. In this way, applicants may be awarded certain premiums in return for assurances of overall planning and design quality, or which will be of exceptional community benefit and which are not now required by other regulations. By permitting and encouraging the use of such procedures, the Planning Commission and City Council will be able to make more informed land use decisions and thereby guide development more effectively in the best interest of the health, safety, and welfare of the

City.

Specifically, the purposes of this section are to encourage:

- (a) A maximum choice in the types of environment and living units available to the public.
- (b) Provision of more usable and suitably located open space, recreation areas, or other common facilities than would otherwise be required under conventional land development regulations.
- (c) Maximum enhancement and minimal disruption of existing natural features and amenities.
- (d) Comprehensive and innovative planning and design of diversified developments which are consistent with the City's long range plan and remain compatible with surrounding developments.
- (e) More efficient and economic use of land resulting in smaller networks of utilities and streets, thereby lowering costs.
- (f) Preparation of more complete and useful information which will enable the Planning Commission and City Council to make more informed decisions on land use.

The PUD (Planned Unit Development) Regulations are designed to provide for small and large scale developments incorporating a single type or a variety of residential, commercial, industrial and related uses which are planned and developed as a unit. Such development may consist of individual lots, or it may have common building sites. Private or public common land and open space must be an essential, major element of the development which is related to, and affects, the long term value of the homes and other development. A Planned Unit Development shall be a separate entity with a distinct character that respects and harmonizes with surrounding development.

STAFF ANALYSIS:

USE: The allowable uses for this PUD are included in the PUD Narrative as Exhibit C, Allowable Uses. The uses are divided into Development Areas; Area 1 is Mixed Use and Area 2 is Residential. The Development Areas are shown on page 2 of Exhibit D, the Preliminary Plat, and on Exhibit F, the Depiction of Development Areas.

SITE PLAN/ACCESS: The proposed Site Development Plan shows two new access points off 36th Ave. SW, one of which is a new private street, Aandahl Ave. Aandahl Ave. provides access to both the commercial and the residential areas of development. Norman Center Court also provides interior access to the development from the north. Two access points are proposed off Willowbend Road. The commercial development area is north of Aandahl Ave. and the residential development area is between Aandahl Ave. and Willowbend Road. Detention will be provided along the eastern edge of the development, shown as Common Areas A and B. The sidewalk note on the Site Development Plan states, "sidewalks shall be installed adjacent to 36th Avenue SW, Willowbend Road, Norman Center Court, and Aandahl Avenue at the time of construction."

PARKING: The PUD Narrative states there will be no minimum parking requirements for any use and end users are encouraged to reduce parking to the extent feasible and to utilize shared

parking options, which can be finalized at final building permit stage. Parking spaces may be 18' by 9' or 19' by 8' 1/2".

LANDSCAPING: As applicable, landscaping will be installed and maintained according to Section 36-551, Landscaping Requirements for Off-Street Parking Facilities, as amended from time to time. The PUD Narrative states landscaping shall be installed and maintained as applicable to underlying uses of each individual lot, however the landscaping ordinance is applicable when new parking is installed. A landscape plan was not submitted with the application but will be required at Final Plat.

SIGNAGE: Signage allowances for the development are outlined in III. C. 4. Signage. Signage will comply with the applicable commercial or residential signage regulations in Chapter 28.

LIGHTING: All exterior lighting shall be installed in conformance with the City of Norman's Commercial Outdoor Lighting Standards (Section 36-549), as amended from time to time

SANITATION: Dumpsters will be utilized for sanitation services in locations shown on the attached Site Development Plan. All locations will be reviewed and approved by City Staff.

EXTERIOR MATERIALS: The exterior of the buildings constructed within the development may be constructed of brick, glass, stone, synthetic stone, stucco, EIFS, masonry, metal accents, and any combination thereof. The applicant may further restrict the exterior materials and aesthetics of the buildings to be developed within the Property through the use of private design guidelines and restrictive covenants.

HEIGHT: There is no height limit for Development Area 1 (commercial). Any multi-family building fully or partially situated within the Height Limit Area, shown on the Preliminary Site Development Plan in Development Area 2, has a height limit of three stories. All other buildings in Development Area 2 have a height limit of six stories.

OPEN SPACE: The open space for the development is shown on Exhibit E, Preliminary Open Space Plan. This shows a total of 14.56 acres, or 26%, impervious surface. The PUD Narrative also states the Preliminary Open Space Plan contemplated approximately 26% of the Property to be open space.

PHASING: The applicant anticipates multiple phases of development. It is expected that the initial phase of development will include Development Area 1 and the portion of Development Area 2 located west of Norman Center Court.

EXISTING ZONING: The property is currently zoned C-2, General Commercial District, RM-6, Medium-Density Apartment District with Permissive Use for a Golf Course, PL, Park Land District, and PUD, Planned Unit Development, Ordinance O-9798-9. The existing PUD portion allows for commercial uses and associated parking.

ALTERNATIVES/ISSUES:

IMPACTS: The proposed use, while more intense than the existing undeveloped traffic patterns, are less intense than the allowable impacts of the current zoning and land use

designations. Two new access points to the property are proposed along 36th Avenue SW. It is anticipated that circulation along newly platted interior roads and along Willowbend Road will be primarily local traffic. The City Traffic Engineer has determined there are no negative traffic impacts anticipated with this project.

OTHER AGENCY COMMENTS:

FIRE DEPARTMENT AND BUILDING PERMIT REVIEW: Items regarding fire hydrants and fire/building codes will be considered at the building permit stage.

PUBLIC WORKS/ENGINEERING: Please see the attached report from Engineering regarding the Preliminary Plat.

TRAFFIC ENGINEER: Please see the attached report from the City Transportation Engineer.

UTILITIES: City Utilities are available in this area with extensions to be completed in accordance with City requirements. Dumpster locations may require revisions but this will be addressed as development occurs to ensure compliance with City requirements.

CONCLUSION: Staff forwards this request for rezoning to a new PUD, Planned Unit Development, for approximately 55.56 acres, and Ordinance O-2425-3 for consideration by City Council.

PLANNING COMMISSION RESULTS: At their meeting of August 8, 2024, Planning Commission recommended adoption of Ordinance O-2425-3 by a vote of 5-2.

Due to discussion at the Planning Commission meeting, the applicant removed the following from the PUD Narrative to better align with the proposed open space for this development.

“Notwithstanding the foregoing, the minimum amount of open space developed on the Property shall be ten percent (10%) of the Property.”

O-2425-3

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE SECTION THIRTY-FIVE (35), TOWNSHIP NINE (9) NORTH, RANGE THREE (3) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE C-2, GENERAL COMMERCIAL DISTRICT; RM-6, MEDIUM-DENSITY APARTMENT DISTRICT, WITH PERMISSIVE USE FOR GOLF COURSE; PL, PARK LAND DISTRICT; AND PUD, PLANNED UNIT DEVELOPMENT DISTRICT AND PLACE SAME IN THE PUD, PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (GENERALLY LOCATED SOUTH OF WEST MAIN STREET, WEST OF ED NOBLE PARKWAY, NORTH OF WEST LINDSEY STREET, AND EAST OF 36TH AVENUE SOUTHWEST)

§ 1. WHEREAS, Bob Moore Farms North LLC, the owners of the hereinafter described property, have made application to have the subject property removed from the C-2, General Commercial District; RM-6, Medium-Density Apartment District, with Permissive Use for Golf Course; PL, Park Land District; and PUD, Planned Unit Development District and placed in the PUD, Planned Unit Development District; 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 August 8, 2024 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-2, General Commercial District; RM-6, Medium-Density Apartment District, with Permissive Use for Golf Course; PL, Park Land District: and PUD, Planned Unit Development District and place the same in the PUD, Planned Unit Development District, to wit:

A tract of land lying in Section Thirty-five (35), Township Nine (9) North, Range Three (3) West of the Indian Meridian, City of Norman, Cleveland County, Oklahoma, being more particularly described as follows: COMMENCING at the Northwest corner of said Section 35;

THENCE South 00°30'04" East, along the west line of said Section 35, a distance of 830.86 feet;

THENCE North 89°29'56" East, perpendicular to said west line, a distance of 50.00 feet to the east right-of-way line for 36th Avenue S.W., also being the POINT OF BEGINNING;

THENCE Easterly, along the southerly and easterly line of the Final Plat of STRAWBERRY LAKE SECTION 1, recorded in Book 16 of Plats, Page 23, Cleveland County Clerk's Office, the following Three (3) courses:

1. South 45°35'33" East a distance of 537.56 feet;
2. North 44°24'27" East a distance of 506.00 feet;
3. Northerly, along a non-tangent curve to the right having a radius of 95.00 feet (said curve subtended by a chord which bears North 08°10'19" West a distance of 115.49 feet) for an arc length of 124.13 feet to the Southwest corner of the Final Plat of STRAWBERRY LAKES SECTION 5, recorded in Book 16 of Plats, Page 179, Cleveland County Clerk's Office;

THENCE Easterly, along the southerly line of said STRAWBERRY LAKES SECTION 5, the following Five (5) courses:

1. Easterly, along a non-tangent curve to the right, having a radius of 1,025.00 feet (said curve subtended by a chord which bears North 88°11'54" East a distance of 91.24 feet) for an arc length of 91.27 feet;
2. Easterly, along a curve to the left, having a radius of 770.74 feet (said curve being subtended by a chord which bears North 86°20'33" East a distance of 118.46 feet) for an arc length of 118.57 feet;
3. Easterly, along a curve to the right, having a radius of 1,816.33 feet (said curve being subtended by a chord which bears North 86°05'47" East a distance of 263.60 feet) for an arc length of 263.83 feet;
4. Easterly, along a curve to the right, having a radius of 400.00 feet (said curve subtended by a chord which bears South 81°03'35" East a distance of 120.77 feet) for an arc length of 121.23 feet;
5. South 72°22'38" East a distance of 47.63 feet to a point on the westerly right-of-way line of Norman Center Court as shown on the Final Plat of STRAWBERRY LAKE SECTION 2, recorded in Book 16 of Plats, Page 67, Cleveland County Clerk's Office;

THENCE Southerly, along the westerly right-of-way limits of Norman Center Court as shown on the Final Plat of said STRAWBERRY LAKE SECTION 2, on a non-tangent curve to the right, having a radius of 388.13 feet (said curve subtended by a chord which bears South 20°19'48" West a distance of 36.67 feet) for an arc length of 36.68 feet to the Northeast corner

of the Final Plat of STRAWBERRY LAKE SECTION 6, recorded in Book 17 of Plats, Page 22, Cleveland County Clerk's Office;
THENCE Westerly, along the north line of said Final Plat of STRAWBERRY LAKE SECTION 6, the following Four (4) courses:

1. Northwesterly, along a non-tangent curve to the left, having a radius of 30.00 feet (said curve subtended by a chord which bears North 51°29'41" West a distance of 21.39 feet) for an arc length of 21.88 feet;
2. North 72°22'38" West, a distance of 42.27 feet;
3. Westerly, along a non-tangent curve to the left, having a radius of 371.66 feet (said curve subtended by a chord which bears North 81°22'25" West a distance of 116.24 feet) for an arc length of 116.72 feet;
4. Westerly, along a non-tangent curve to the left, having a radius of 1,792.33 feet (said curve subtended by a chord which bears South 87°35'03" West a distance of 127.48 feet) for an arc length of 127.51 feet to the Northwest corner of said STRAWBERRY LAKE SECTION 6;

THENCE South 19°50'43" West, along the west line of said STRAWBERRY LAKE SECTION 6, a distance of 437.23 feet to the Northwest corner of Lot 2, STRAWBERRY LAKE SECTION 6;

THENCE North 89°28'08" East, along the north line of said Lot 2, a distance of 391.55 feet to the Northeast corner of Lot 2, also being a point on the westerly right-of-way limits of Norman Center Court as shown on the Final Plat of said STRAWBERRY LAKE SECTION 2;

THENCE Southeasterly, along the right-of-way limits said Norman Center Court, the following Eight (8) courses:

1. Southeasterly, along a non-tangent curve to the left, having a radius of 387.26 feet (said curve subtended by a chord which bears South 22°43'33" East a distance of 50.21 feet) for an arc length of 50.25 feet;
2. Southerly, along a curve to the right, having a radius of 290.36 feet (said curve being subtended by a chord which bears South 17°22'38" East a distance of 91.50 feet) for an arc length of 91.89 feet;
3. Southeasterly, along a non-tangent curve to the left, having a radius of 88.00 feet (said curve subtended by a chord which bears South 25°59'24" East a distance of 53.45 feet) for an arc length of 54.30 feet;
4. South 13°15'30" West, a distance of 31.29 feet;
5. North 89°28'08" East a distance of 133.97 feet;
6. North 35°03'16" West a distance of 21.91 feet;
7. Northerly, along a non-tangent curve to the left, having a radius of 88.00 feet (said curve subtended by a chord which bears North 00°31'55" East a distance of 143.13 feet) for an arc length of 167.15 feet;
8. Northwesterly, along a non-tangent curve to the right, having a radius of 248.94 feet (said curve subtended by a chord which bears North 31°43'46" West a distance of 187.73 feet) for an arc length of 192.49 feet;

THENCE Easterly, along a non-tangent curve to the right having a radius of 1,010.41 feet (said curve subtended by a chord which bears South 82°30'28" East a distance of 322.90 feet) for an arc length of 324.29 feet;
 THENCE South 18°00'09" West, a distance of 291.80 feet;
 THENCE North 89°28'08" East a distance of 15.80 feet; THENCE South 27°14'56" East a distance of 294.39 feet;
 THENCE South 83°43'01" East a distance of 73.17 feet to a point on the west line of PARKWAY PLAZA ADDITION, recorded in Book 17 of Plats, Page 57, Cleveland County Clerk's Office;
 THENCE South 27°14'56" East, along the west line of said PARKWAY PLAZA ADDITION a distance of 337.21 feet; THENCE South 62°45'04" West a distance of 51.82 feet;
 THENCE South 00°18'11" East a distance of 101.69 feet to a point the west line of said PARKWAY PLAZA ADDITION;
 THENCE Southeasterly, along the west line of said PARKWAY PLAZA ADDITION, the following Nine (9) courses:

1. South 00°18'11" East a distance of 150.52 feet;
2. South 25°24'32" East a distance of 475.59 feet;
3. South 40°53'25" East a distance of 63.30 feet;
4. North 89°02'02" East a distance of 173.37 feet;
5. South 27°14'56" East a distance of 38.21 feet;
6. South 34°02'05" West a distance of 108.89 feet;
7. South 41°07'36" East a distance of 443.87 feet;
8. South 27°11'49" East a distance of 305.85 feet;
9. South 00°18'14" East a distance of 546.23 feet to a point on the 1/16th Section line;

THENCE South 89°15'14" West, along said 1/16th Section line, a distance of 262.44 feet;
 THENCE North 00°18'14" West a distance of 662.45 feet;
 THENCE North 29°35'07" West a distance of 8.43 feet;
 THENCE North 68°56'17" West a distance of 497.22 feet;
 THENCE North 00°15'28" West a distance of 147.75 feet to a point on the south line of the Final Plat of WILLOWBEND ADDITION SECTION 5, recorded in Book 20 of Plats, Page 105, Cleveland County Clerk's Office;
 THENCE South 89°44'32" West, along said south line, a distance of 27.79 feet to a point on the east line of the Final Plat of WILLOWBEND SECTION 3, recorded in Book 17 of Plats, Page 26, Cleveland County Clerk's Office;
 THENCE Northerly, along said east line, being a non-tangent curve to the left, having a radius of 530.00 feet (said curve subtended by a chord which bears North 19°44'51" West a distance of 353.68 feet) for an arc length of 360.59 feet;
 THENCE Northwesterly, continuing along said west line, being on a non-tangent curve to the left having a radius of 2,030.00 feet (said curve

subtended by a chord which bears North 39°46'22" West a distance of 37.86 feet) for an arc length of 37.86 feet to the north line of said WILLOWBEND ADDITION SECTION 3;

THENCE South 49°41'35" West, along said north line a distance of 60.00 feet;

THENCE Northwesterly, along a non-tangent curve to the left, having a radius of 1,970.00 feet (said curve subtended by a chord which bears North 51°37'55" West a distance of 773.68 feet) for an arc length of 778.74 feet to a point on the east line of the Final Plat of WILLOWBEND ADDITION, recorded in Book 16 of Plats, Page 186, Cleveland County Clerk's Office;

THENCE North 13°09'13" East, along said east line a distance of 61.75 feet;

THENCE Westerly, along the north line (Lot 1, Block 5 was Vacated per DECREE OF VACATION, recorded in Book 3903, Page 1491, Cleveland County Clerk's Office) of said WILLOWBEND ADDITION the following Three (3) courses:

1. Northwesterly, along a non-tangent curve to the left, having a radius of 2,030.00 feet (said curve subtended by a chord which bears North 76°09'30" West a distance of 898.34 feet) for an arc length of 905.84 feet;

2. South 89°28'08" West, a distance of 298.79 feet;

3. North 45°30'58" West a distance of 35.35 feet to a point 50.00 feet east of the West line of said Section 35;

THENCE North 00°30'04" West, parallel with and 50.00 feet east of said west line, a distance of 1,022.37 feet to the POINT OF BEGINNING.

Said tract of land contains an area of 2,420,255 square feet or 55.5614 acres, more or less.

§ 5. Further, pursuant to the provisions of Section 36-509 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 PUD 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 _____, 2024.

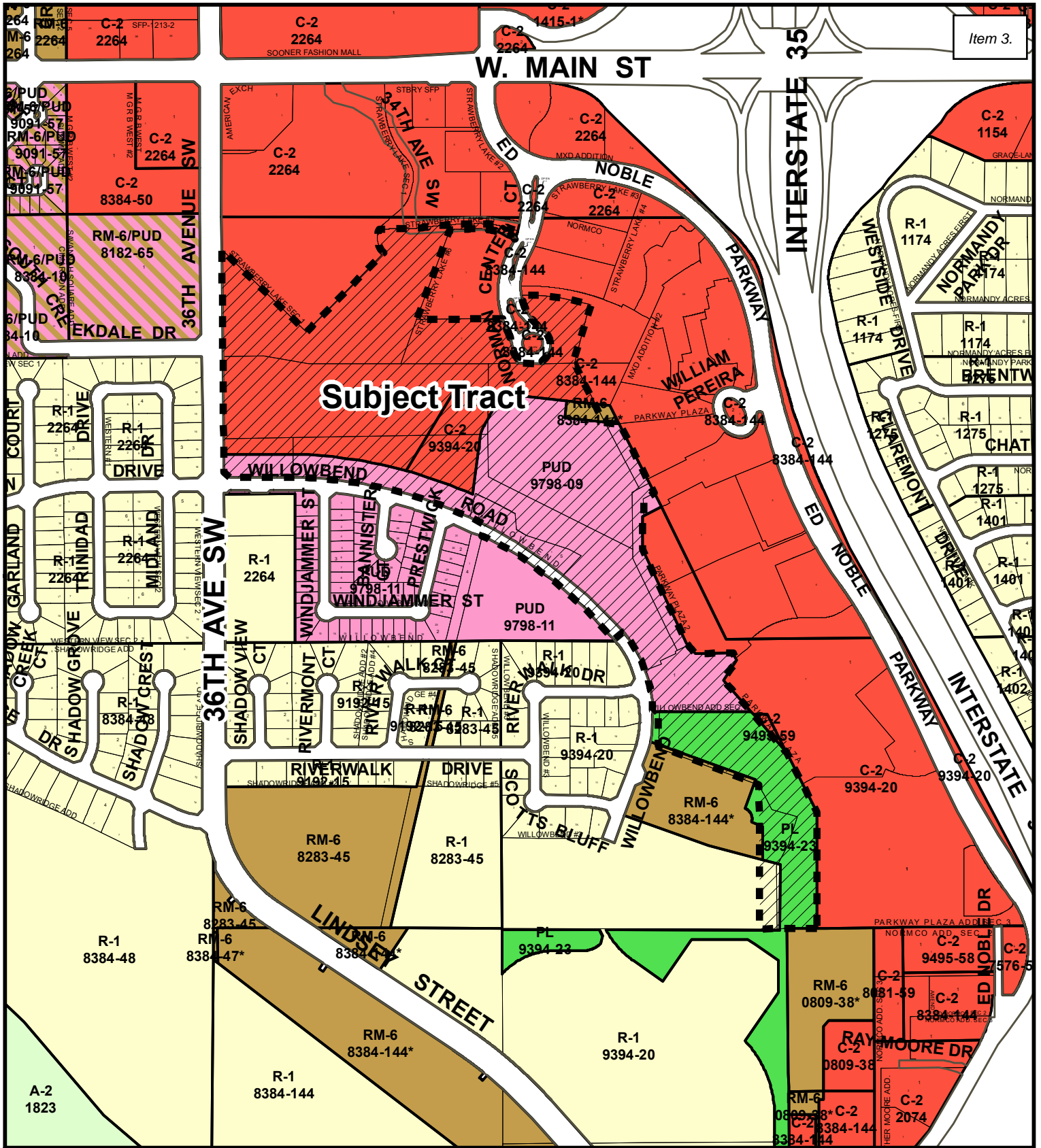
NOT ADOPTED this _____ day of _____, 2024.

(Mayor)

(Mayor)

ATTEST:

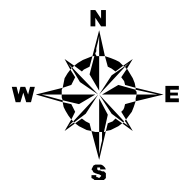
(City Clerk)



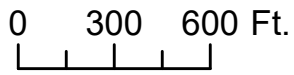
Location Map



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.



July 9, 2024



Subject Tract

G:\arcGISTO_MapTemplates\&T1_LocationMap\ArcMap10.mxd

Amended 8/19/24

Item 3.

BOB MOORE FARMS NORTH

A PLANNED UNIT DEVELOPMENT
NORMAN, OKLAHOMA

APPLICANT:
BOB MOORE FARMS NORTH LLC

APPLICATION FOR:
PLANNED UNIT DEVELOPMENT
PRELIMINARY PLAT

Submitted: July 1, 2024
Revised: August 19, 2024

PREPARED BY:
RIEGER SADLER JOYCE
136 Thompson Drive
Norman, Oklahoma 73069

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- B. Preliminary Site Development Plan
- C. Allowable Uses
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- E. Preliminary Open Space Plan
- F. Development Areas
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I. INTRODUCTION

Bob Moore Farms North LLC (the “**Applicant**”) intends to rezone the real property that is more particularly described on **Exhibit A** (the “**Property**”) to a Planned Unit Development (“**PUD**”) in order to develop a master planned community on the Property, with allowances for mixed-use commercial uses along the northern end and various residential opportunities throughout the remainder of the site, as more particularly enumerated in this PUD Narrative. The Applicant has also submitted a corresponding Preliminary Plat for the Property in order to facilitate the subdivision of the Property. The Property contains approximately 55.56 acres. A preliminary conceptual site plan of the proposed development has been attached hereto as **Exhibit B**.

II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS

A. Location

The Property is generally located South of West Main Street, West of Ed Noble Parkway, North of West Lindsey Street, and East of 36th Avenue SW, as is more particularly shown on the attached exhibits.

B. Existing Land Use and Zoning

The Property currently contains multiple zoning designations, including an existing PUD, pursuant to O-9798-09, a small portion of RM-6, Medium Density Apartment, and C-2, General Commercial. Additionally, the Property contains NORMAN 2025 designations of Commercial, Open Space, High Density Residential, and Low Density Residential. The Property is surrounded by commercial properties to the North and East. Single-family neighborhoods are located south of Willowbend Drive and West of 36th Ave SW. The Property is currently undeveloped.

C. Elevation and Topography

Generally, the Property slopes Southeast towards the existing detention areas. The Property contains little to no vegetation or heavily wooded areas.

D. Drainage

The Property will utilize stormwater and drainage management systems that will meet or exceed the City’s applicable ordinances and regulations. A preliminary drainage report has been provided to City Staff as part of the Preliminary Plat application.

E. Utility Services

All necessary utilities for this development are currently located within the necessary proximity to serve the Property, or they will be extended as necessary to facilitate the planned development as future development phases commence.

F. Fire Protection Services

Fire protection services will be provided by the City of Norman Fire Department and by individual property owners as may be required by applicable City codes, ordinances, and regulations, as may be amended from time to time.

G. Traffic Circulation and Access

Access to the Property shall be permitted in the manner depicted on the attached Preliminary Site Development Plan and Preliminary Plat. A Traffic Impact Analysis report has been provided to City Staff as part of the Preliminary Plat application.

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 36-509 of the City of Norman's PUD Ordinance, as may be amended from time to time. The Exhibits attached hereto, and as submitted on behalf of the Applicant, are equally binding and are fully incorporated herein by reference and further depict the development criteria for the Property.

A. Uses Permitted:

The Property will be developed as a mixed-use master planned community, with allowances for mixed-use commercial uses along the northern end and various residential opportunities with allowed commercial throughout the remainder of the Property. For purposes of area regulations and allowable uses, the Property shall be divided into two (2) Development Areas. Development Area 1 is planned as the Mixed-Use Area. Development Area 2 is planned as the Residential Area with allowance for commercial uses on the ground floors. A complete list of the allowable uses for the Property is attached as **Exhibit C**.

B. Area Regulations:

1. Development Area 1 – Mixed Use

Public Street/ROW Setback: There shall be a minimum ten-foot (10') building setback from any property line fronting a platted public street or platted public right-of-way.

Setback from Adjoining Properties: There shall be a minimum ten-foot (10') building setback from any portion of the Property that abuts a tract outside of the boundaries of the Property and a minimum twenty-foot (20') building setback for any commercial building abutting a property line to a lot within which a residential dwelling is or may be located.

Setback off of Utility Easements: If a utility easement or other public easement is not located fully within the building setbacks enumerated above on any lot within the Property, all buildings and vertical habitable structures shall be setback a minimum of one (1') foot from said easement located on the lot except where this would conflict with the City of Norman Engineering Design Criteria (EDC). The EDC shall control where there is a conflict. Paving shall be allowed over drainage and utility easements.

No Other Required Setbacks: Except for the setbacks enumerated above, there shall be no minimum building setbacks from any other property lines or interior streets, subject to applicable sight line and sight triangle requirements, as amended from time to time, adopted building code requirements shall still be met. Notwithstanding the foregoing, no building fixture or structure shall be permitted to encroach upon any public easement or right-of-way without obtaining necessary City approvals.

Impervious Area/Building Coverage: The total amount of impervious area, including all buildings and permanently paved areas shall not cover more than eighty percent (80%) of Development Area 1.

2. **Development Area 2 – Residential**

Building Setbacks: For Development Area 2, the minimum building setback shall be ten (10') feet from any property line abutting a tract outside of the boundaries of the Property and a minimum ten (10') foot building setback from any property line abutting a platted public street, right-of-way, or utility easement boundary.

Building Coverage: Main and accessory buildings shall not cover more than sixty-five percent (65%) of any individual lot within Development Area 2.

Impervious Area: The total amount of impervious area, including all buildings and permanently paved areas shall not cover more than seventy-five percent (75%) of an individual lot within Development Area 2.

Development Area Density: Development Area 2 is anticipated to contain approximately 642 multi-family dwelling units.

C. **Additional Development Criteria:**

1. Height

There shall be no height restriction for Development Area 1. Any multi-family building that is fully or partially situated within the Height Limit Area located in Development Area 2, as shown on the Preliminary Site Development Plan, shall not exceed a maximum height of three (3) stories. All other buildings in Development Area 2 shall be allowed to reach a maximum height of six (6) stories, exclusive of any subgrade elements as well as any necessary roof top mechanical units, equipment, screening, or parapet walls.

2. Exterior Materials

The exterior of the buildings constructed within the Property may be constructed of brick, glass, stone, synthetic stone, stucco, EIFS, masonry, metal accents, composition shingles, synthetic slate shingles, metal roofs, or other comparable roofing materials, and any combination thereof. The Applicant may further restrict the exterior materials and aesthetics of the buildings to be developed within the Property through the use of private design guidelines and restrictive covenants.

3. 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. Final sanitation plans shall be subject to review and approval of City Staff at time of Final Plats.

4. Signage

Signage for all lots with an office or commercial use shall comply with the City of Norman's applicable commercial signage restrictions, as amended from time to time. Signage for all lots with a multi-family residential use shall comply with the City of Norman's medium density residential sign standards, as amended from time to time. In addition to the signage allowances contained herein, the Property shall be allowed to feature the following signs:

a. Development Entrance Signs – Up to four signs within the Property advertising the Property and any tenants located therein. Each Development Entrance Sign may be a maximum of 250 square feet per side, each sign having no more than two (2) sides.

b. Directional Signs – Up to eight Directional Signs within the Property indicating directions to the different offices, shops, locations, services, or entrances contained within the Property. The Directional Signs are intended to contain directions to multiple locations or destinations on

each sign, such as directions to the main entrance, specific offices or services, and parking locations. Each Directional Sign may be a maximum of 100 square feet per side.

c. Illumination – All of the signage discussed herein may be illuminated in accordance with the maximum extent allowable under the City of Norman’s applicable commercial signage restrictions, including Section 28-406, as amended from time to time.

d. Sight Triangle Protection – All signage within the Property shall be placed in appropriate locations and shall not block nor interfere with applicable traffic sight triangles.

e. Easements – Signs may not be placed in any easements without first obtaining consent to such encroachment from the applicable utility providers and the City of Norman.

f. The Applicant may further restrict signage within the Property through the use of private design guidelines and restrictive covenants.

g. Height – None of the additional development signs specifically enumerated above shall exceed fifteen (15) feet in height.

5. Traffic access and circulation

Access to the Property shall be permitted in the manner and locations depicted on the attached Preliminary Site Development Plan Exhibits and Preliminary Plat.

6. Open Space

The areas initially planned as open space are depicted on the attached Preliminary Open Space Plan. The Preliminary Open Space Plan contemplates approximately 26% of the Property as open space; however, the total amount of open space actually developed within the Property may be less than the amount shown on the Preliminary Open Space Plan, pursuant to final design development and the changes allowed by Section 36-509 of the City of Norman’s PUD Ordinance, as may be amended from time to time.

7. Parking

Parking for the Property may be developed in general compliance with the parking layout shown on the Preliminary Site Development Plan, and subject to the limitations of the administrative variances permitted by City of Norman regulations, law or ordinances applicable to PUDs, as amended from time to time. Further, the Property shall comply with Norman’s applicable parking ordinances Section 36-548 and Section 36-550, as amended from time to time, provided that all parking spaces within the Property may be eighteen feet (18’) by nine feet (9’) or eight and one-half

feet (8½”) by nineteen feet (19’). There shall be no minimum parking requirements for any use within the Property and actual end users are encouraged to reduce parking to the extent feasible and to utilize shared parking options, which can be finalized at final building permit stages.

8. Landscaping

Landscaping shall be installed and maintained in order to meet or exceed the City of Norman’s applicable landscaping requirements applicable to the parking lot development within the Property, as amended from time to time.

9. Sidewalks

Sidewalks will be constructed within the Property in accordance with the City of Norman’s applicable standards and specifications, as may be amended from time to time.

10. Lighting

The commercial and multi-family uses on the Property shall comply with the City of Norman’s Commercial Outdoor Lighting Standards, as amended from time to time.

11. Initial Phasing and Development Plan

It is anticipated that the development of the Property will occur in multiple phases. It is expected that the initial phase of development will include Development Area 1 and the portion of Development Area 2 located West of Norman Center Court, with the anticipated second phase of development including the remaining portion of Development Area 2. A Preliminary Phasing Plan is attached showing a conceptual sequencing of development. Notwithstanding the foregoing, the actual timing, sequence, commencement, completion, and number of future phases will be determined by market demand and absorption rates, and many other market factors outside the control of the Applicant.

EXHIBIT A

Legal Description of the Property

A tract of land lying in Section Thirty-five (35), Township Nine (9) North, Range Three (3) West of the Indian Meridian, City of Norman, Cleveland County, Oklahoma, being more particularly described as follows:

COMMENCING at the Northwest corner of said Section 35;

THENCE South 00°30'04" East, along the west line of said Section 35, a distance of 830.86 feet;

THENCE North 89°29'56" East, perpendicular to said west line, a distance of 50.00 feet to the east right-of-way line for 36th Avenue S.W., also being the POINT OF BEGINNING;

THENCE Easterly, along the southerly and easterly line of the Final Plat of STRAWBERRY LAKE SECTION 1, recorded in Book 16 of Plats, Page 23, Cleveland County Clerk's Office, the following Three (3) courses:

1. South 45°35'33" East a distance of 537.56 feet;
2. North 44°24'27" East a distance of 506.00 feet;
3. Northerly, along a non-tangent curve to the right having a radius of 95.00 feet (said curve subtended by a chord which bears North 08°10'19" West a distance of 115.49 feet) for an arc length of 124.13 feet to the Southwest corner of the Final Plat of STRAWBERRY LAKES SECTION 5, recorded in Book 16 of Plats, Page 179, Cleveland County Clerk's Office;

THENCE Easterly, along the southerly line of said STRAWBERRY LAKES SECTION 5, the following Five (5) courses:

1. Easterly, along a non-tangent curve to the right, having a radius of 1,025.00 feet (said curve subtended by a chord which bears North 88°11'54" East a distance of 91.24 feet) for an arc length of 91.27 feet;
2. Easterly, along a curve to the left, having a radius of 770.74 feet (said curve being subtended by a chord which bears North 86°20'33" East a distance of 118.46 feet) for an arc length of 118.57 feet;
3. Easterly, along a curve to the right, having a radius of 1,816.33 feet (said curve being subtended by a chord which bears North 86°05'47" East a distance of 263.60 feet) for an arc length of 263.83 feet;

4. Easterly, along a curve to the right, having a radius of 400.00 feet (said curve subtended by a chord which bears South 81°03'35" East a distance of 120.77 feet) for an arc length of 121.23 feet;
5. South 72°22'38" East a distance of 47.63 feet to a point on the westerly right-of-way line of Norman Center Court as shown on the Final Plat of STRAWBERRY LAKE SECTION 2, recorded in Book 16 of Plats, Page 67, Cleveland County Clerks Office;

THENCE Southerly, along the westerly right-of-way limits of Norman Center Court as shown on the Final Plat of said STRAWBERRY LAKE SECTION 2, on a non-tangent curve to the right, having a radius of 388.13 feet (said curve subtended by a chord which bears South 20°19'48" West a distance of 36.67 feet) for an arc length of 36.68 feet to the Northeast corner of the Final Plat of STRAWBERRY LAKE SECTION 6, recorded in Book 17 of Plats, Page 22, Cleveland County Clerk's Office;

THENCE Westerly, along the north line of said Final Plat of STRAWBERRY LAKE SECTION 6, the following Four (4) courses:

1. Northwesterly, along a non-tangent curve to the left, having a radius of 30.00 feet (said curve subtended by a chord which bears North 51°29'41" West a distance of 21.39 feet) for an arc length of 21.88 feet;
2. North 72°22'38" West, a distance of 42.27 feet;
3. Westerly, along a non-tangent curve to the left, having a radius of 371.66 feet (said curve subtended by a chord which bears North 81°22'25" West a distance of 116.24 feet) for an arc length of 116.72 feet;
4. Westerly, along a non-tangent curve to the left, having a radius of 1,792.33 feet (said curve subtended by a chord which bears South 87°35'03" West a distance of 127.48 feet) for an arc length of 127.51 feet to the Northwest corner of said STRAWBERRY LAKE SECTION 6;

THENCE South 19°50'43" West, along the west line of said STRAWBERRY LAKE SECTION 6, a distance of 437.23 feet to the Northwest corner of Lot 2, STRAWBERRY LAKE SECTION 6;

THENCE North 89°28'08" East, along the north line of said Lot 2, a distance of 391.55 feet to the Northeast corner of Lot 2, also being a point on the westerly right-of-way limits of Norman Center Court as shown on the Final Plat of said STRAWBERRY LAKE SECTION 2;

THENCE Southeasterly, along the right-of-way limits said Norman Center Court, the following Eight (8) courses:

1. Southeasterly, along a non-tangent curve to the left, having a radius of 387.26 feet (said curve subtended by a chord which bears South 22°43'33" East a distance of 50.21 feet) for an arc length of 50.25 feet;
2. Southerly, along a curve to the right, having a radius of 290.36 feet (said curve being subtended by a chord which bears South 17°22'38" East a distance of 91.50 feet) for an arc length of 91.89 feet;
3. Southeasterly, along a non-tangent curve to the left, having a radius of 88.00 feet (said curve subtended by a chord which bears South 25°59'24" East a distance of 53.45 feet) for an arc length of 54.30 feet;
4. South 13°15'30" West, a distance of 31.29 feet;
5. North 89°28'08" East a distance of 133.97 feet;
6. North 35°03'16" West a distance of 21.91 feet;
7. Northerly, along a non-tangent curve to the left, having a radius of 88.00 feet (said curve subtended by a chord which bears North 00°31'55" East a distance of 143.13 feet) for an arc length of 167.15 feet;
8. Northwesterly, along a non-tangent curve to the right, having a radius of 248.94 feet (said curve subtended by a chord which bears North 31°43'46" West a distance of 187.73 feet) for an arc length of 192.49 feet;

THENCE Easterly, along a non-tangent curve to the right having a radius of 1,010.41 feet (said curve subtended by a chord which bears South 82°30'28" East a distance of 322.90 feet) for an arc length of 324.29 feet;

THENCE South 18°00'09" West, a distance of 291.80 feet;

THENCE North 89°28'08" East a distance of 15.80 feet;

THENCE South 27°14'56" East a distance of 294.39 feet;

THENCE South 83°43'01" East a distance of 73.17 feet to a point on the west line of PARKWAY PLAZA ADDITION, recorded in Book 17 of Plats, Page 57, Cleveland County Clerk's Office;

THENCE South 27°14'56" East, along the west line of said PARKWAY PLAZA ADDITION a distance of 337.21 feet;

THENCE South 62°45'04" West a distance of 51.82 feet;

THENCE South 00°18'11" East a distance of 101.69 feet to a point the west line of said PARKWAY PLAZA ADDITION;

THENCE Southeasterly, along the west line of said PARKWAY PLAZA ADDITION, the following Nine (9) courses:

1. South 00°18'11" East a distance of 150.52 feet;
2. South 25°24'32" East a distance of 475.59 feet;
3. South 40°53'25" East a distance of 63.30 feet;
4. North 89°02'02" East a distance of 173.37 feet;
5. South 27°14'56" East a distance of 38.21 feet;
6. South 34°02'05" West a distance of 108.89 feet;
7. South 41°07'36" East a distance of 443.87 feet;
8. South 27°11'49" East a distance of 305.85 feet;
9. South 00°18'14" East a distance of 546.23 feet to a point on the 1/16th Section line;

THENCE South 89°15'14" West, along said 1/16th Section line, a distance of 262.44 feet;

THENCE North 00°18'14" West a distance of 662.45 feet;

THENCE North 29°35'07" West a distance of 8.43 feet;

THENCE North 68°56'17" West a distance of 497.22 feet;

THENCE North 00°15'28" West a distance of 147.75 feet to a point on the south line of the Final Plat of WILLOWBEND ADDITION SECTION 5, recorded in Book 20 of Plats, Page 105, Cleveland County Clerk's Office;

THENCE South 89°44'32" West, along said south line, a distance of 27.79 feet to a point on the east line of the Final Plat of WILLOWBEND SECTION 3, recorded in Book 17 of Plats, Page 26, Cleveland County Clerk's Office;

THENCE Northerly, along said east line, being a non-tangent curve to the left, having a radius of 530.00 feet (said curve subtended by a chord which bears North 19°44'51" West a distance of 353.68 feet) for an arc length of 360.59 feet;

THENCE Northwesterly, continuing along said west line, being on a non-tangent curve to the left having a radius of 2,030.00 feet (said curve subtended by a chord which bears North 39°46'22" West a distance of 37.86 feet) for an arc length of 37.86 feet to the north line of said WILLOWBEND ADDITION SECTION 3;

THENCE South 49°41'35" West, along said north line a distance of 60.00 feet;

THENCE Northwesterly, along a non-tangent curve to the left, having a radius of 1,970.00 feet (said curve subtended by a chord which bears North 51°37'55" West a distance of 773.68 feet) for an arc length of 778.74 feet to a point on the east line of the Final Plat of WILLOWBEND ADDITION, recorded in Book 16 of Plats, Page 186, Cleveland County Clerk's Office;

THENCE North 13°09'13" East, along said east line a distance of 61.75 feet;

THENCE Westerly, along the north line (Lot 1, Block 5 was Vacated per DECREE OF VACATION, recorded in Book 3903, Page 1491, Cleveland County Clerk's Office) of said WILLOWBEND ADDITION the following Three (3) courses:

1. Northwesterly, along a non-tangent curve to the left, having a radius of 2,030.00 feet (said curve subtended by a chord which bears North 76°09'30" West a distance of 898.34 feet) for an arc length of 905.84 feet;
2. South 89°28'08" West, a distance of 298.79 feet;
3. North 45°30'58" West a distance of 35.35 feet to a point 50.00 feet east of the West line of said Section 35;

THENCE North 00°30'04" West, parallel with and 50.00 feet east of said west line, a distance of 1,022.37 feet to the POINT OF BEGINNING.

Said tract of land contains an area of 2,420,255 square feet or 55.5614 acres, more or less.

The basis of bearing used for this legal description was South 00°30'04" East, along the west line of said Section 35 as established using GPS observations and the Oklahoma State Plane Coordinate System (South Zone).

The bearing of South 00°30'04" East as shown on the west line of the Northwest Quarter (NW/4) of Section Thirty-five (35), Township Nine (9) North, Range Three (3) West of the Indian Meridian, I.M., as established using the Oklahoma State Plane Coordinate System South Zone NAD83 (NSRS 2011), was used as the basis of bearing for this survey.

EXHIBIT B
Preliminary Site Development Plan
Full Size Documents Submitted to City Staff



BOB MOORE FARMS NORTH
A PLANNED UNIT DEVELOPMENT
NORMAN, CLEVELAND COUNTY,
STATE OF OKLAHOMA
SITE PLAN-OVERALL



STORM DRAINAGE DETENTION FACILITY BASINMENT
STORM DRAINAGE DETENTION FACILITY BASINMENT AS SHOWN IS DESIGNED TO PROVIDE FOR RETENTION OF STORM DRAINAGE WATER AND CONSTRUCTION AS APPROVED BY THE CITY ENGINEER. ALL MAINTENANCE WITHIN THE DRAINAGE DETENTION FACILITY BASINMENT SHALL BE THE RESPONSIBILITY AND LIABILITY OF THE PROPERTY OWNER. MAINTENANCE OF THE STORM DRAINAGE DETENTION FACILITY BASINMENT SHALL BE PERFORMED BY THE PROPERTY OWNER. THE CITY ENGINEER SHALL BE CONSULTED BY THE PROPERTY OWNER PRIOR TO ANY CONSTRUCTION OF THE DRAINAGE DETENTION FACILITY BASINMENT. THE CITY ENGINEER SHALL BE CONSULTED BY THE PROPERTY OWNER PRIOR TO ANY CONSTRUCTION OF THE DRAINAGE DETENTION FACILITY BASINMENT. THE CITY ENGINEER SHALL BE CONSULTED BY THE PROPERTY OWNER PRIOR TO ANY CONSTRUCTION OF THE DRAINAGE DETENTION FACILITY BASINMENT.

SIDEWALK NOTE:
SIDEWALKS SHALL BE INSTALLED ADJACENT TO 30TH AVENUE, S.W. WILLOWBROOK ROAD, NORMAN CENTER COURT AND MARSHALS AVENUE AT THE TIME OF CONSTRUCTION.



EXHIBIT C
Allowable Uses

Development Area 1

- General Commercial and Retail Uses, such as, but not limited to:
 - Art Gallery, Museum, Shop, Store, or Studio
 - Commercial Athletic Gyms and Similar Workout Facilities;
 - Baby or Maternity Store;
 - Bank;
 - Bakery and Baked Goods;
 - Bar;
 - Barber Shop, Beauty Parlor, Salon, and Similar Personal Care Establishments;
 - Book Store;
 - Butcher or Meat Market;
 - Carpenter and cabinet shop;
 - Cleaning and dyeing works;
 - Camera shop;
 - Candy store;
 - Catering establishment;
 - Childcare establishment;
 - Clothing or apparel store;
 - Coffee Shop;
 - Cosmetics Store;
 - Craft Store;
 - Department Store;
 - Dairy products or ice cream store;
 - Delicatessen store;
 - Dress shop;
 - Drug store or fountain;
 - Electric sales and service;
 - Electric transmission station;
 - Farmers Market;
 - Feed and fuel store;
 - Frozen food locker;
 - Fabric or notion store;
 - Florist;
 - Furniture Store;
 - Fine Goods Store;
 - Gift Shop;
 - Grocery or supermarket;
 - Glass shop;
 - Golf course, miniature or practice range;
 - Hardware store;
 - Heating, ventilating or plumbing supplies, sales and service;
 - Health and Personal Goods Store;
 - Home Décor;

- Home Goods Store;
 - Hotel
 - Interior decorating store;
 - Jewelry/Fine Goods Store;
 - Key Shop;
 - Leather Store/ Leather Goods;
 - Laundry;
 - Lodge hall;
 - Music, radio or television shop;
 - Messenger/Phone/Electronic Store;
 - New Auto Sales;
 - Optical Store;
 - Office Buildings;
 - Party Supply Store;
 - Printing plant;
 - Painting and decorating shop;
 - Pet shop/Veterinarian;
 - Pharmacy;
 - Photographer's studio;
 - Radio and television sales and service;
 - Restaurants; A restaurant may include live entertainment and/or a dance floor, provided the kitchen remains open with full food service whenever live entertainment is offered;
 - Retail spirits store/Liquor Store;
 - Retail Stores, Kiosks, Stalls, and Booths;
 - Supermarket;
 - Sporting goods sales;
 - Stationery store;
 - Shoe store or repair shop;
 - Sign painting shop;
 - Tailor Shop/Services;
 - Theaters, Bowling Alley, Arcade, and Similar Entertainment Establishments, including those that sell alcoholic beverages in compliance with state law;
 - Toy Store; and
 - Wholesale distributing center.
- Outdoor Activity, Sport Areas, and Live Entertainment Areas (not exempt from Noise Ordinance Permits)
 - Outdoor advertising signs, only as permitted by applicable Norman regulations, as amended from time to time;
 - Multi-family residential dwelling units
 - Mixed Use buildings containing office uses, commercial shops and services, retail, and other mixed-use offerings within the larger apartment/residential structures
 - Accessory buildings and uses customarily incidental to any of the above uses when located on the same lot

Development Area 2

- Multi-family residential dwelling units

- Townhomes
- Short-term rentals
- Ground floors may contain, but are not obligated to contain, office uses, commercial shops and services, retail, and other mixed-use offerings within the larger apartment/residential structures.
- Leasing offices, pool areas, dog parks, sports courts, walking trails, fitness stations, frisbee golf, outdoor grill areas, and similar private recreational amenities for the residents of the development.
- Accessory buildings and uses customarily incidental to any of the above uses when located on the same lot

EXHIBIT D

Preliminary Plat

Full Size Documents Submitted to City Staff

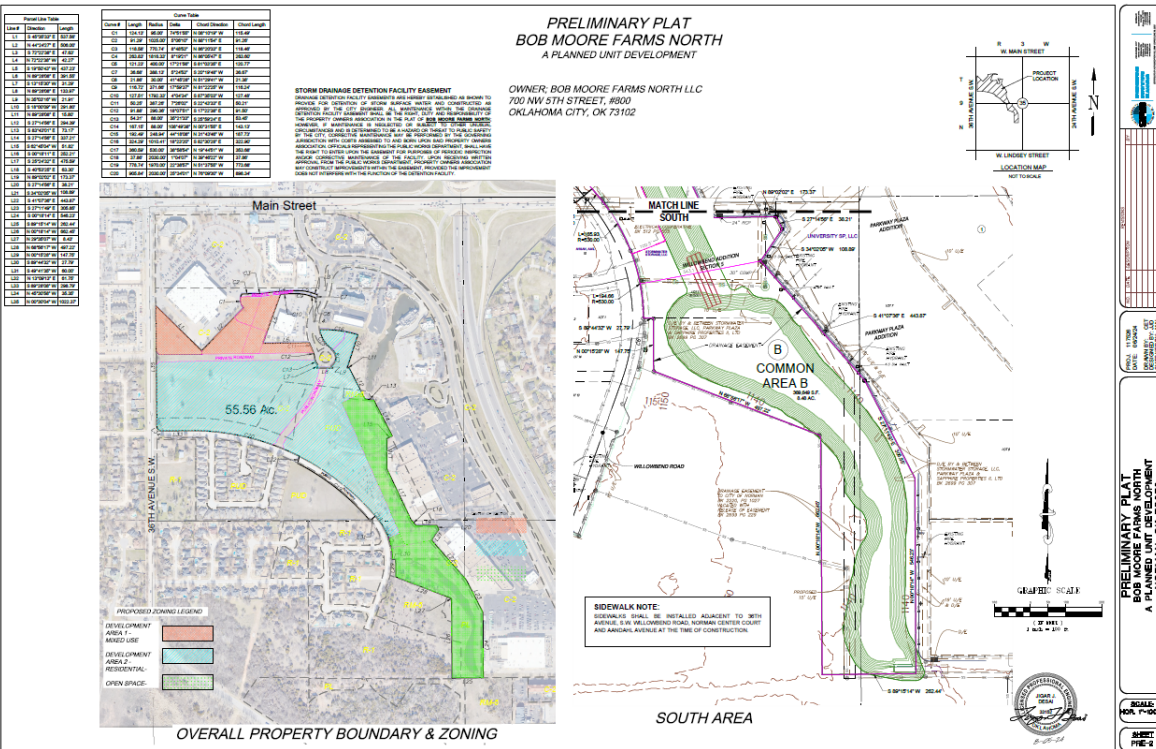
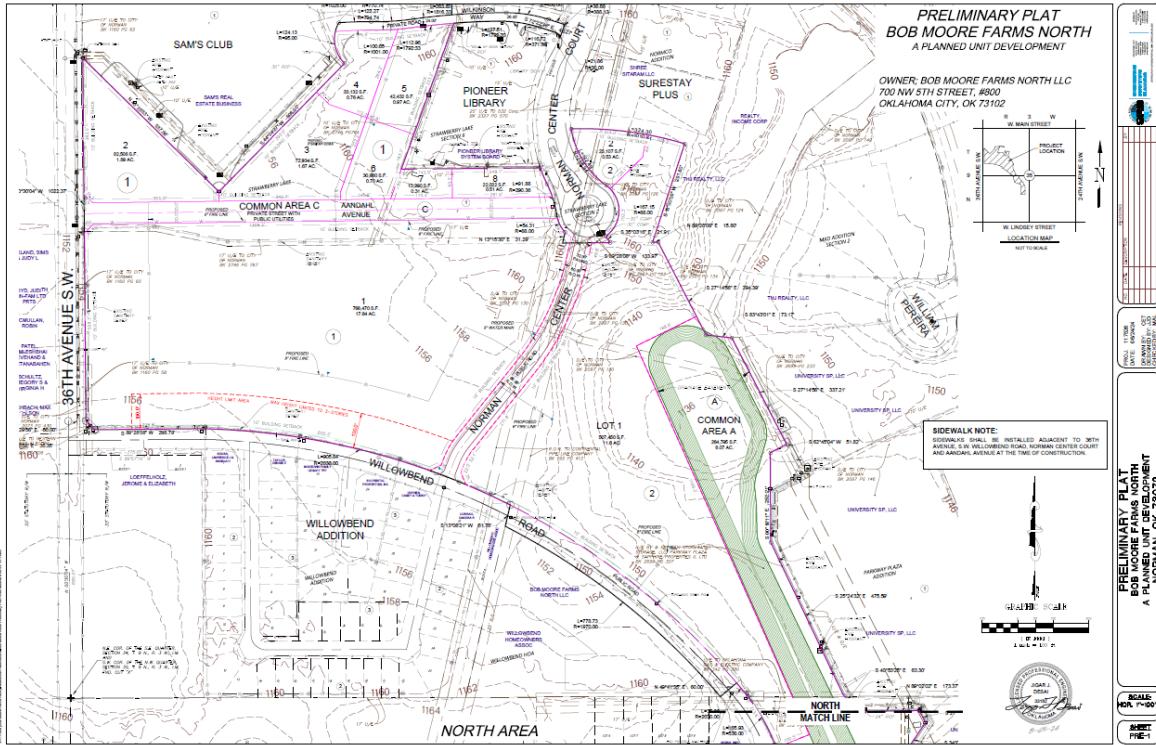


EXHIBIT E

Preliminary Open Space Plan

Full Size Documents Submitted to City Staff

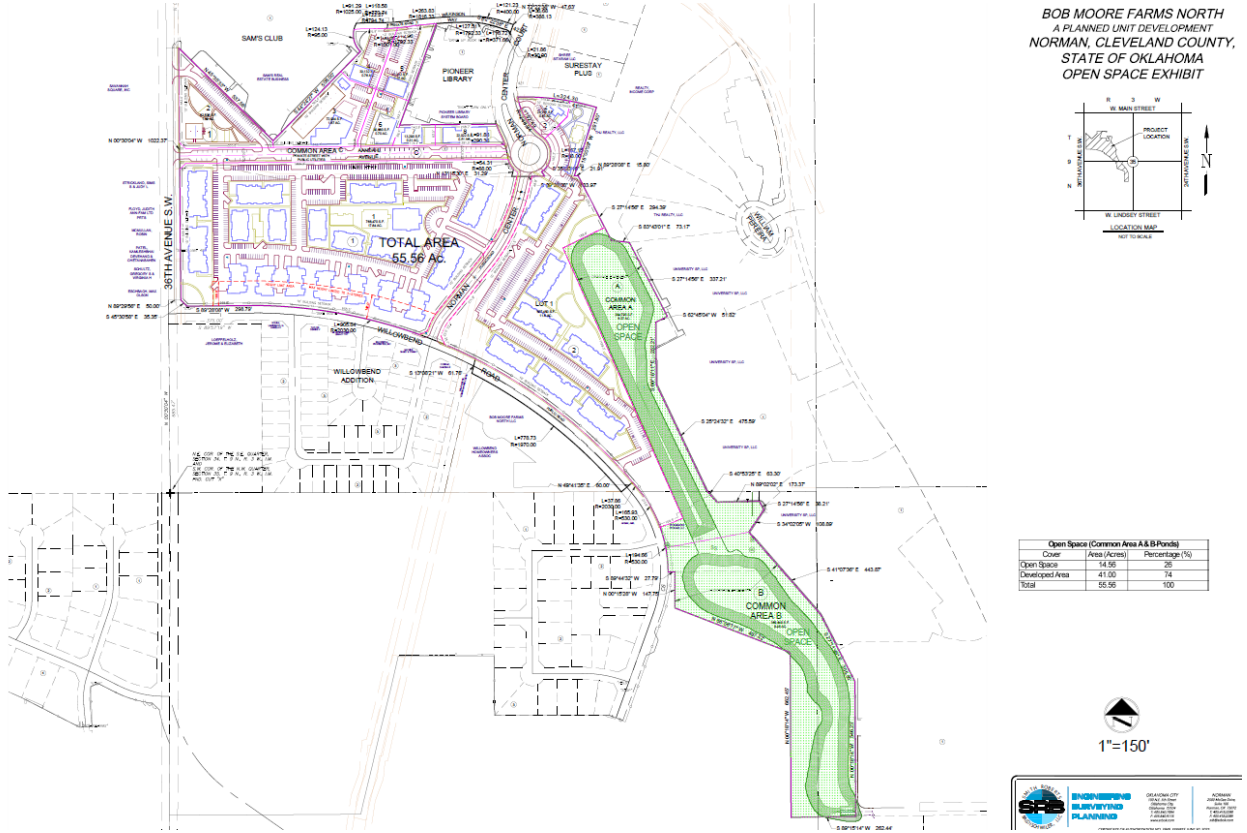


EXHIBIT F
Depiction of Development Areas
Full Size Documents Submitted to City Staff

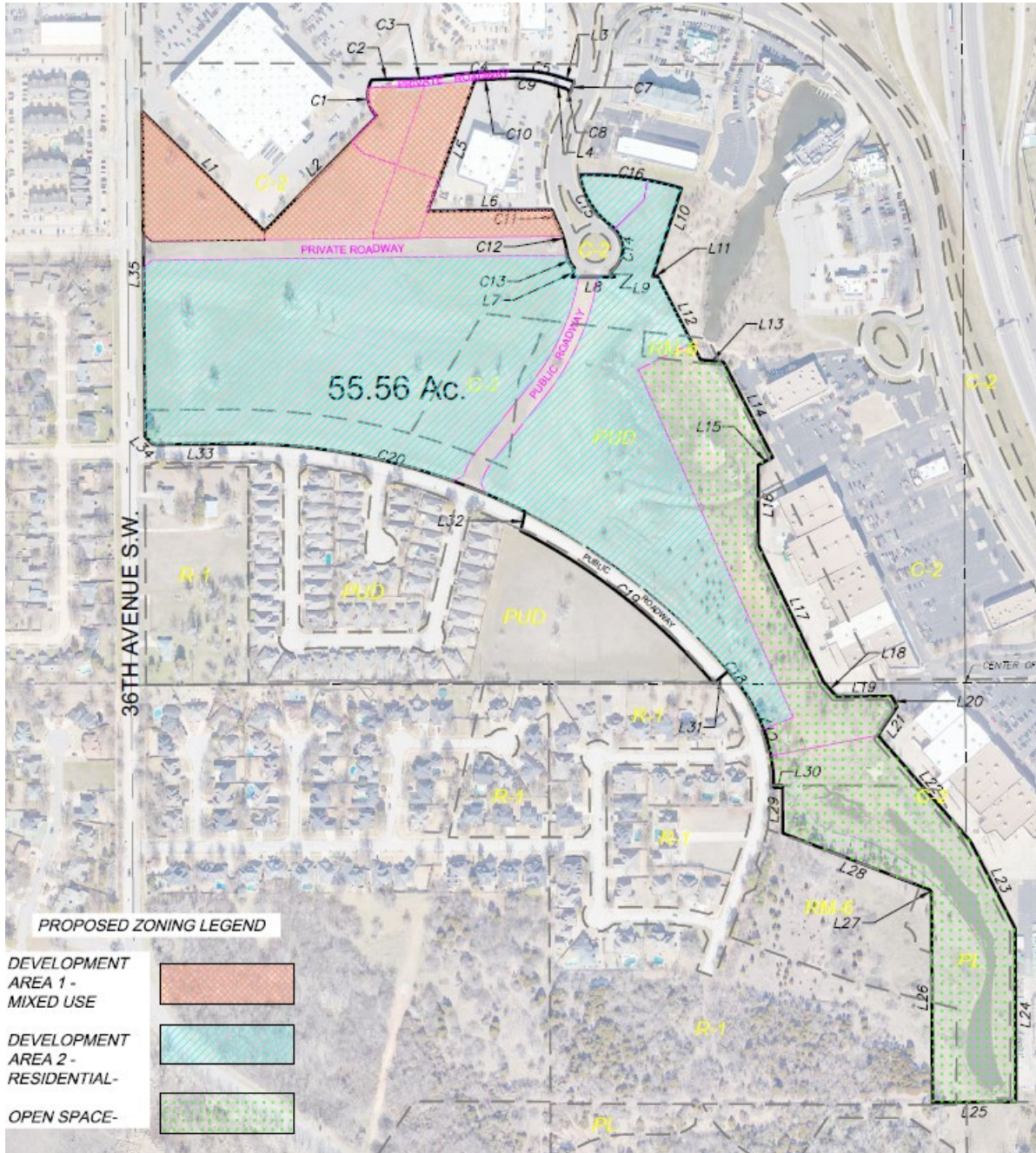
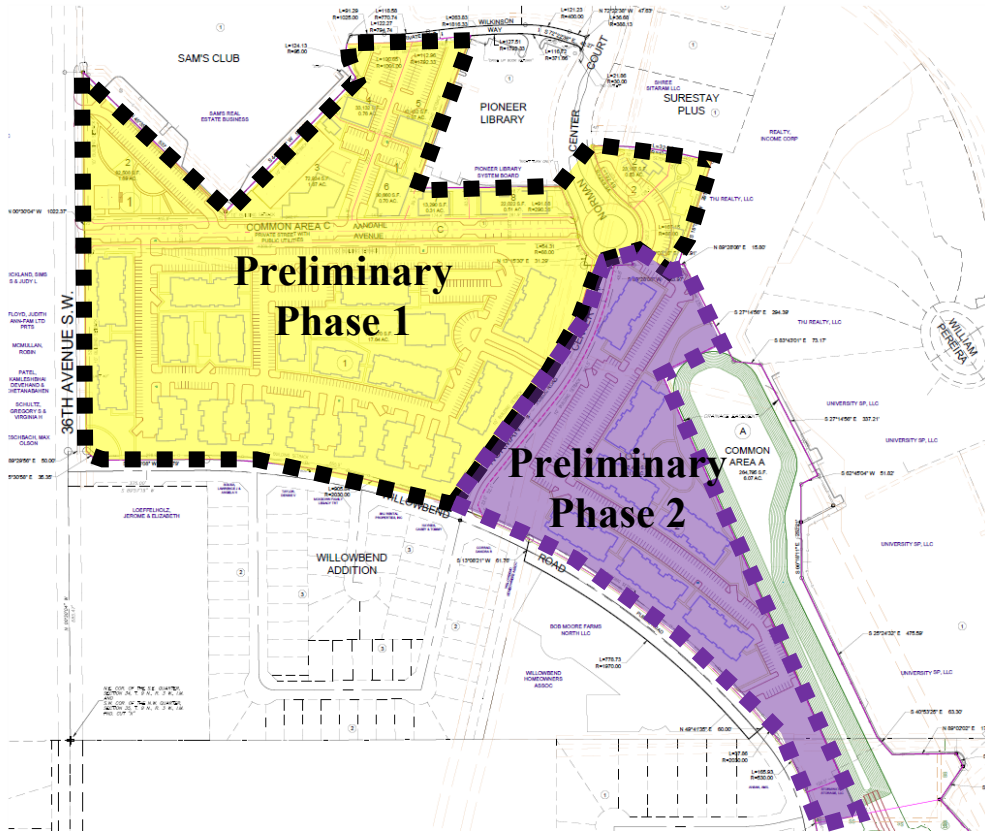


EXHIBIT G

Preliminary Phasing Plan

Full Size Documents Submitted to City Staff



BOB MOORE FARMS NORTH
A PLANNED UNIT DEVELOPMENT
NORMAN, CLEVELAND COUNTY,
STATE OF OKLAHOMA
SITE PLAN-NORTH



STORM DRAINAGE DETENTION FACILITY EASEMENT
STORM DRAINAGE DETENTION FACILITY EASEMENTS ARE HEREBY SET FORTH AS NEEDED TO PROVIDE FOR PROTECTION OF FUTURE STORMWATER STORAGE AND CONSTRUCTION OF DETENTION FACILITY LAUNDRY WALLS AT THE START, DURING AND COMPLETION OF THE PROJECT. THE CITY ENGINEER, BY ACCEPTING THIS EASEMENT, ACCEPTS THE RESPONSIBILITY OF THE EASEMENT. THE EASEMENT SHALL BE THE PROPERTY OF THE CITY OF NORMAN, OKLAHOMA. THE EASEMENT SHALL BE A PERPETUAL EASEMENT IN FAVOR OF THE CITY OF NORMAN, OKLAHOMA. THE EASEMENT SHALL BE SUBJECT TO THE CITY ENGINEER'S APPROVAL. THE EASEMENT SHALL BE SUBJECT TO THE CITY ENGINEER'S APPROVAL. THE EASEMENT SHALL BE SUBJECT TO THE CITY ENGINEER'S APPROVAL.

SIDEWALK NOTE:
SIDEWALKS SHALL BE INSTALLED ADJACENT TO WEST AVENUE, NEW WILLOWBEND ROAD, NORMAN CENTER COURT AND AARLAND AVENUE AT THE TIME OF CONSTRUCTION.



Professional Engineer and Surveyor seal for Engineering Surveying Planning. The seal includes the name 'Engineering Surveying Planning' and the state 'OKLAHOMA'. It also contains the text 'Professional Engineer' and 'Professional Surveyor'.

BOB MOORE FARMS NORTH

A PLANNED UNIT DEVELOPMENT
NORMAN, OKLAHOMA

APPLICANT:
BOB MOORE FARMS NORTH LLC

APPLICATION FOR:
PLANNED UNIT DEVELOPMENT
PRELIMINARY PLAT

Submitted: July 1, 2024
Revised: August 5, 2024

PREPARED BY:

RIEGER SADLER JOYCE
136 Thompson Drive
Norman, Oklahoma 73069

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I. INTRODUCTION

Bob Moore Farms North LLC (the “Applicant”) intends to rezone the real property that is more particularly described on **Exhibit A** (the “Property”) to a Planned Unit Development (“PUD”) in order to develop a master planned community on the Property, with allowances for mixed-use commercial uses along the northern end and various residential opportunities throughout the remainder of the site, as more particularly enumerated in this PUD Narrative. The Applicant has also submitted a corresponding Preliminary Plat for the Property in order to facilitate the subdivision of the Property. The Property contains approximately 55.56 acres. A preliminary conceptual site plan of the proposed development has been attached hereto as **Exhibit B**.

II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS

A. Location

The Property is generally located South of West Main Street, West of Ed Noble Parkway, North of West Lindsey Street, and East of 36th Avenue SW, as is more particularly shown on the attached exhibits.

B. Existing Land Use and Zoning

The Property currently contains multiple zoning designations, including an existing PUD, pursuant to O-9798-09, a small portion of RM-6, Medium Density Apartment, and C-2, General Commercial. Additionally, the Property contains NORMAN 2025 designations of Commercial, Open Space, High Density Residential, and Low Density Residential. The Property is surrounded by commercial properties to the North and East. Single-family neighborhoods are located south of Willowbend Drive and West of 36th Ave SW. The Property is currently undeveloped.

C. Elevation and Topography

Generally, the Property slopes Southeast towards the existing detention areas. The Property contains little to no vegetation or heavily wooded areas.

D. Drainage

The Property will utilize stormwater and drainage management systems that will meet or exceed the City’s applicable ordinances and regulations. A preliminary drainage report has been provided to City Staff as part of the Preliminary Plat application.

E. Utility Services

All necessary utilities for this development are currently located within the necessary proximity to serve the Property, or they will be extended as necessary to facilitate the planned development as future development phases commence.

F. Fire Protection Services

Fire protection services will be provided by the City of Norman Fire Department and by individual property owners as may be required by applicable City codes, ordinances, and regulations, as may be amended from time to time.

G. Traffic Circulation and Access

Access to the Property shall be permitted in the manner depicted on the attached Preliminary Site Development Plan and Preliminary Plat. A Traffic Impact Analysis report has been provided to City Staff as part of the Preliminary Plat application.

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 36-509 of the City of Norman's PUD Ordinance, as may be amended from time to time. The Exhibits attached hereto, and as submitted on behalf of the Applicant, are equally binding and are fully incorporated herein by reference and further depict the development criteria for the Property.

A. Uses Permitted:

The Property will be developed as a mixed-use master planned community, with allowances for mixed-use commercial uses along the northern end and various residential opportunities with allowed commercial throughout the remainder of the Property. For purposes of area regulations and allowable uses, the Property shall be divided into two (2) Development Areas. Development Area 1 is planned as the Mixed-Use Area. Development Area 2 is planned as the Residential Area with allowance for commercial uses on the ground floors. A complete list of the allowable uses for the Property is attached as **Exhibit C**.

B. Area Regulations:

1. Development Area 1 – Mixed Use

Public Street/ROW Setback: There shall be a minimum ten-foot (10') building setback from any property line fronting a platted public street or platted public right-of-way.

Setback from Adjoining Properties: There shall be a minimum ten-foot (10') building setback from any portion of the Property that abuts a tract outside of the boundaries of the Property and a minimum twenty-foot (20') building setback for any commercial building abutting a property line to a lot within which a residential dwelling is or may be located.

Setback off of Utility Easements: If a utility easement or other public easement is not located fully within the building setbacks enumerated above on any lot within the Property, all buildings and vertical habitable structures shall be setback a minimum of one (1') foot from said easement located on the lot except where this would conflict with the City of Norman Engineering Design Criteria (EDC). The EDC shall control where there is a conflict. Paving shall be allowed over drainage and utility easements.

No Other Required Setbacks: Except for the setbacks enumerated above, there shall be no minimum building setbacks from any other property lines or interior streets, subject to applicable sight line and sight triangle requirements, as amended from time to time, adopted building code requirements shall still be met. Notwithstanding the foregoing, no building fixture or structure shall be permitted to encroach upon any public easement or right-of-way without obtaining necessary City approvals.

Impervious Area/Building Coverage: The total amount of impervious area, including all buildings and permanently paved areas shall not cover more than eighty percent (80%) of Development Area 1.

2. Development Area 2 – Residential

Building Setbacks: For Development Area 2, the minimum building setback shall be ten (10') feet from any property line abutting a tract outside of the boundaries of the Property and a minimum ten (10') foot building setback from any property line abutting a platted public street, right-of-way, or utility easement boundary.

Building Coverage: Main and accessory buildings shall not cover more than sixty-five percent (65%) of any individual lot within Development Area 2.

Impervious Area: The total amount of impervious area, including all buildings and permanently paved areas shall not cover more than seventy-five percent (75%) of an individual lot within Development Area 2.

Development Area Density: Development Area 2 is anticipated to contain approximately 642 multi-family dwelling units.

C. Additional Development Criteria:

1. Height

There shall be no height restriction for Development Area 1. Any multi-family building that is fully or partially situated within the Height Limit Area located in Development Area 2, as shown on the Preliminary Site Development Plan, shall not exceed a maximum height of three (3) stories. All other buildings in Development Area 2 shall be allowed to reach a maximum height of six (6) stories, exclusive of any subgrade elements as well as any necessary roof top mechanical units, equipment, screening, or parapet walls.

2. Exterior Materials

The exterior of the buildings constructed within the Property may be constructed of brick, glass, stone, synthetic stone, stucco, EIFS, masonry, metal accents, composition shingles, synthetic slate shingles, metal roofs, or other comparable roofing materials, and any combination thereof. The Applicant may further restrict the exterior materials and aesthetics of the buildings to be developed within the Property through the use of private design guidelines and restrictive covenants.

3. 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. Final sanitation plans shall be subject to review and approval of City Staff at time of Final Plats.

4. Signage

Signage for all lots with an office or commercial use shall comply with the City of Norman's applicable commercial signage restrictions, as amended from time to time. Signage for all lots with a multi-family residential use shall comply with the City of Norman's medium density residential sign standards, as amended from time to time. In addition to the signage allowances contained herein, the Property shall be allowed to feature the following signs:

a. Development Entrance Signs – Up to four signs within the Property advertising the Property and any tenants located therein. Each Development Entrance Sign may be a maximum of 250 square feet per side, each sign having no more than two (2) sides.

b. Directional Signs – Up to eight Directional Signs within the Property indicating directions to the different offices, shops, locations, services, or entrances contained within the Property. The Directional Signs are intended to contain directions to multiple locations or destinations on

each sign, such as directions to the main entrance, specific offices or services, and parking locations. Each Directional Sign may be a maximum of 100 square feet per side.

c. Illumination – All of the signage discussed herein may be illuminated in accordance with the maximum extent allowable under the City of Norman’s applicable commercial signage restrictions, including Section 28-406, as amended from time to time.

d. Sight Triangle Protection – All signage within the Property shall be placed in appropriate locations and shall not block nor interfere with applicable traffic sight triangles.

e. Easements – Signs may not be placed in any easements without first obtaining consent to such encroachment from the applicable utility providers and the City of Norman.

f. The Applicant may further restrict signage within the Property through the use of private design guidelines and restrictive covenants.

g. Height – None of the additional development signs specifically enumerated above shall exceed fifteen (15) feet in height.

5. Traffic access and circulation

Access to the Property shall be permitted in the manner and locations depicted on the attached Preliminary Site Development Plan Exhibits and Preliminary Plat.

6. Open Space

The areas initially planned as open space are depicted on the attached Preliminary Open Space Plan. The Preliminary Open Space Plan contemplates approximately 26% of the Property as open space; however, the total amount of open space actually developed within the Property may be less than the amount shown on the Preliminary Open Space Plan, Notwithstanding the foregoing, the minimum amount of open space developed on the Property shall be ten percent (10%) of the Property.

7. Parking

Parking for the Property may be developed in general compliance with the parking layout shown on the Preliminary Site Development Plan, and subject to the limitations of the administrative variances permitted by City of Norman regulations, law or ordinances applicable to PUDs, as amended from time to time. Further, the Property shall comply with Norman’s applicable parking ordinances Section 36-548 and Section 36-550, as amended from time to time, provided that all parking spaces within the Property may be eighteen feet (18’) by nine feet (9’) or eight and one-half feet (8½’) by nineteen feet (19’). There shall be no minimum parking

requirements for any use within the Property and actual end users are encouraged to reduce parking to the extent feasible and to utilize shared parking options, which can be finalized at final building permit stages.

8. Landscaping

Landscaping shall be installed and maintained in order to meet or exceed the City of Norman's applicable landscaping requirements applicable to the parking lot development within the Property, as amended from time to time.

9. Sidewalks

Sidewalks will be constructed within the Property in accordance with the City of Norman's applicable standards and specifications, as may be amended from time to time.

10. Lighting

The commercial and multi-family uses on the Property shall comply with the City of Norman's Commercial Outdoor Lighting Standards, as amended from time to time.

11. Initial Phasing and Development Plan

It is anticipated that the development of the Property will occur in multiple phases. It is expected that the initial phase of development will include Development Area 1 and the portion of Development Area 2 located West of Norman Center Court, with the anticipated second phase of development including the remaining portion of Development Area 2. A Preliminary Phasing Plan is attached showing a conceptual sequencing of development. Notwithstanding the foregoing, the actual timing, sequence, commencement, completion, and number of future phases will be determined by market demand and absorption rates, and many other market factors outside the control of the Applicant.

EXHIBIT A

Legal Description of the Property

A tract of land lying in Section Thirty-five (35), Township Nine (9) North, Range Three (3) West of the Indian Meridian, City of Norman, Cleveland County, Oklahoma, being more particularly described as follows:

COMMENCING at the Northwest corner of said Section 35;

THENCE South 00°30'04" East, along the west line of said Section 35, a distance of 830.86 feet;

THENCE North 89°29'56" East, perpendicular to said west line, a distance of 50.00 feet to the east right-of-way line for 36th Avenue S.W., also being the POINT OF BEGINNING;

THENCE Easterly, along the southerly and easterly line of the Final Plat of STRAWBERRY LAKE SECTION 1, recorded in Book 16 of Plats, Page 23, Cleveland County Clerk's Office, the following Three (3) courses:

1. South 45°35'33" East a distance of 537.56 feet;
2. North 44°24'27" East a distance of 506.00 feet;
3. Northerly, along a non-tangent curve to the right having a radius of 95.00 feet (said curve subtended by a chord which bears North 08°10'19" West a distance of 115.49 feet) for an arc length of 124.13 feet to the Southwest corner of the Final Plat of STRAWBERRY LAKES SECTION 5, recorded in Book 16 of Plats, Page 179, Cleveland County Clerk's Office;

THENCE Easterly, along the southerly line of said STRAWBERRY LAKES SECTION 5, the following Five (5) courses:

1. Easterly, along a non-tangent curve to the right, having a radius of 1,025.00 feet (said curve subtended by a chord which bears North 88°11'54" East a distance of 91.24 feet) for an arc length of 91.27 feet;
2. Easterly, along a curve to the left, having a radius of 770.74 feet (said curve being subtended by a chord which bears North 86°20'33" East a distance of 118.46 feet) for an arc length of 118.57 feet;
3. Easterly, along a curve to the right, having a radius of 1,816.33 feet (said curve being subtended by a chord which bears North 86°05'47" East a distance of 263.60 feet) for an arc length of 263.83 feet;

4. Easterly, along a curve to the right, having a radius of 400.00 feet (said curve subtended by a chord which bears South 81°03'35" East a distance of 120.77 feet) for an arc length of 121.23 feet;
5. South 72°22'38" East a distance of 47.63 feet to a point on the westerly right-of-way line of Norman Center Court as shown on the Final Plat of STRAWBERRY LAKE SECTION 2, recorded in Book 16 of Plats, Page 67, Cleveland County Clerks Office;

THENCE Southerly, along the westerly right-of-way limits of Norman Center Court as shown on the Final Plat of said STRAWBERRY LAKE SECTION 2, on a non-tangent curve to the right, having a radius of 388.13 feet (said curve subtended by a chord which bears South 20°19'48" West a distance of 36.67 feet) for an arc length of 36.68 feet to the Northeast corner of the Final Plat of STRAWBERRY LAKE SECTION 6, recorded in Book 17 of Plats, Page 22, Cleveland County Clerk's Office;

THENCE Westerly, along the north line of said Final Plat of STRAWBERRY LAKE SECTION 6, the following Four (4) courses:

1. Northwesterly, along a non-tangent curve to the left, having a radius of 30.00 feet (said curve subtended by a chord which bears North 51°29'41" West a distance of 21.39 feet) for an arc length of 21.88 feet;
2. North 72°22'38" West, a distance of 42.27 feet;
3. Westerly, along a non-tangent curve to the left, having a radius of 371.66 feet (said curve subtended by a chord which bears North 81°22'25" West a distance of 116.24 feet) for an arc length of 116.72 feet;
4. Westerly, along a non-tangent curve to the left, having a radius of 1,792.33 feet (said curve subtended by a chord which bears South 87°35'03" West a distance of 127.48 feet) for an arc length of 127.51 feet to the Northwest corner of said STRAWBERRY LAKE SECTION 6;

THENCE South 19°50'43" West, along the west line of said STRAWBERRY LAKE SECTION 6, a distance of 437.23 feet to the Northwest corner of Lot 2, STRAWBERRY LAKE SECTION 6;

THENCE North 89°28'08" East, along the north line of said Lot 2, a distance of 391.55 feet to the Northeast corner of Lot 2, also being a point on the westerly right-of-way limits of Norman Center Court as shown on the Final Plat of said STRAWBERRY LAKE SECTION 2;

THENCE Southeasterly, along the right-of-way limits said Norman Center Court, the following Eight (8) courses:

1. Southeasterly, along a non-tangent curve to the left, having a radius of 387.26 feet (said curve subtended by a chord which bears South 22°43'33" East a distance of 50.21 feet) for an arc length of 50.25 feet;
2. Southerly, along a curve to the right, having a radius of 290.36 feet (said curve being subtended by a chord which bears South 17°22'38" East a distance of 91.50 feet) for an arc length of 91.89 feet;
3. Southeasterly, along a non-tangent curve to the left, having a radius of 88.00 feet (said curve subtended by a chord which bears South 25°59'24" East a distance of 53.45 feet) for an arc length of 54.30 feet;
4. South 13°15'30" West, a distance of 31.29 feet;
5. North 89°28'08" East a distance of 133.97 feet;
6. North 35°03'16" West a distance of 21.91 feet;
7. Northerly, along a non-tangent curve to the left, having a radius of 88.00 feet (said curve subtended by a chord which bears North 00°31'55" East a distance of 143.13 feet) for an arc length of 167.15 feet;
8. Northwesterly, along a non-tangent curve to the right, having a radius of 248.94 feet (said curve subtended by a chord which bears North 31°43'46" West a distance of 187.73 feet) for an arc length of 192.49 feet;

THENCE Easterly, along a non-tangent curve to the right having a radius of 1,010.41 feet (said curve subtended by a chord which bears South 82°30'28" East a distance of 322.90 feet) for an arc length of 324.29 feet;

THENCE South 18°00'09" West, a distance of 291.80 feet;

THENCE North 89°28'08" East a distance of 15.80 feet;

THENCE South 27°14'56" East a distance of 294.39 feet;

THENCE South 83°43'01" East a distance of 73.17 feet to a point on the west line of PARKWAY PLAZA ADDITION, recorded in Book 17 of Plats, Page 57, Cleveland County Clerk's Office;

THENCE South 27°14'56" East, along the west line of said PARKWAY PLAZA ADDITION a distance of 337.21 feet;

THENCE South 62°45'04" West a distance of 51.82 feet;

THENCE South 00°18'11" East a distance of 101.69 feet to a point the west line of said PARKWAY PLAZA ADDITION;

THENCE Southeasterly, along the west line of said PARKWAY PLAZA ADDITION, the following Nine (9) courses:

1. South 00°18'11" East a distance of 150.52 feet;
2. South 25°24'32" East a distance of 475.59 feet;
3. South 40°53'25" East a distance of 63.30 feet;
4. North 89°02'02" East a distance of 173.37 feet;
5. South 27°14'56" East a distance of 38.21 feet;
6. South 34°02'05" West a distance of 108.89 feet;
7. South 41°07'36" East a distance of 443.87 feet;
8. South 27°11'49" East a distance of 305.85 feet;
9. South 00°18'14" East a distance of 546.23 feet to a point on the 1/16th Section line;

THENCE South 89°15'14" West, along said 1/16th Section line, a distance of 262.44 feet;

THENCE North 00°18'14" West a distance of 662.45 feet;

THENCE North 29°35'07" West a distance of 8.43 feet;

THENCE North 68°56'17" West a distance of 497.22 feet;

THENCE North 00°15'28" West a distance of 147.75 feet to a point on the south line of the Final Plat of WILLOWBEND ADDITION SECTION 5, recorded in Book 20 of Plats, Page 105, Cleveland County Clerk's Office;

THENCE South 89°44'32" West, along said south line, a distance of 27.79 feet to a point on the east line of the Final Plat of WILLOWBEND SECTION 3, recorded in Book 17 of Plats, Page 26, Cleveland County Clerk's Office;

THENCE Northerly, along said east line, being a non-tangent curve to the left, having a radius of 530.00 feet (said curve subtended by a chord which bears North 19°44'51" West a distance of 353.68 feet) for an arc length of 360.59 feet;

THENCE Northwesterly, continuing along said west line, being on a non-tangent curve to the left having a radius of 2,030.00 feet (said curve subtended by a chord which bears North 39°46'22" West a distance of 37.86 feet) for an arc length of 37.86 feet to the north line of said WILLOWBEND ADDITION SECTION 3;

THENCE South 49°41'35" West, along said north line a distance of 60.00 feet;

THENCE Northwesterly, along a non-tangent curve to the left, having a radius of 1,970.00 feet (said curve subtended by a chord which bears North 51°37'55" West a distance of 773.68 feet) for an arc length of 778.74 feet to a point on the east line of the Final Plat of WILLOWBEND ADDITION, recorded in Book 16 of Plats, Page 186, Cleveland County Clerk's Office;

THENCE North 13°09'13" East, along said east line a distance of 61.75 feet;

THENCE Westerly, along the north line (Lot 1, Block 5 was Vacated per DECREE OF VACATION, recorded in Book 3903, Page 1491, Cleveland County Clerk's Office) of said WILLOWBEND ADDITION the following Three (3) courses:

1. Northwesterly, along a non-tangent curve to the left, having a radius of 2,030.00 feet (said curve subtended by a chord which bears North 76°09'30" West a distance of 898.34 feet) for an arc length of 905.84 feet;
2. South 89°28'08" West, a distance of 298.79 feet;
3. North 45°30'58" West a distance of 35.35 feet to a point 50.00 feet east of the West line of said Section 35;

THENCE North 00°30'04" West, parallel with and 50.00 feet east of said west line, a distance of 1,022.37 feet to the POINT OF BEGINNING.

Said tract of land contains an area of 2,420,255 square feet or 55.5614 acres, more or less.

The basis of bearing used for this legal description was South 00°30'04" East, along the west line of said Section 35 as established using GPS observations and the Oklahoma State Plane Coordinate System (South Zone).

The bearing of South 00°30'04" East as shown on the west line of the Northwest Quarter (NW/4) of Section Thirty-five (35), Township Nine (9) North, Range Three (3) West of the Indian Meridian, I.M., as established using the Oklahoma State Plane Coordinate System South Zone NAD83 (NSRS 2011), was used as the basis of bearing for this survey.

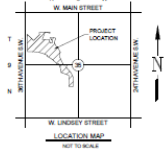
EXHIBIT B

Preliminary Site Development Plan

Full Size Documents Submitted to City Staff



BOB MOORE FARMS NORTH
A PLANNED UNIT DEVELOPMENT
NORMAN, CLEVELAND COUNTY,
STATE OF OKLAHOMA
SITE PLAN-OVERALL



STORM DRAINAGE DETENTION FACILITY BASIN
STORM DRAINAGE DETENTION FACILITY BASIN(S) ARE REQUIRED AS SET FORTH TO PROVIDE FOR RETENTION OF STORM RUNOFF WATER AND CONSTRUCTION AS APPROVED BY THE CITY ENGINEER. ALL MAINTENANCE WITHIN THE DRAINAGE DETENTION FACILITY BASIN(S) SHALL BE THE RESPONSIBILITY OF THE DEVELOPER. THE PROJECT OWNER SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF THE FACILITY. THE PROJECT OWNER SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF THE FACILITY. THE PROJECT OWNER SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF THE FACILITY. THE PROJECT OWNER SHALL BE RESPONSIBLE FOR THE MAINTENANCE OF THE FACILITY.

SIDEWALK NOTE:
SIDEWALKS SHALL BE INSTALLED ADJACENT TO 36TH AVENUE, S.W. WILLOWBEND ROAD, NORMAN CENTER COURT AND MARSHALL AVENUE AT THE TIME OF CONSTRUCTION.



EXHIBIT C
Allowable Uses

Development Area 1

- General Commercial and Retail Uses, such as, but not limited to:
 - Art Gallery, Museum, Shop, Store, or Studio
 - Commercial Athletic Gyms and Similar Workout Facilities;
 - Baby or Maternity Store;
 - Bank;
 - Bakery and Baked Goods;
 - Bar;
 - Barber Shop, Beauty Parlor, Salon, and Similar Personal Care Establishments;
 - Book Store;
 - Butcher or Meat Market;
 - Carpenter and cabinet shop;
 - Cleaning and dyeing works;
 - Camera shop;
 - Candy store;
 - Catering establishment;
 - Childcare establishment;
 - Clothing or apparel store;
 - Coffee Shop;
 - Cosmetics Store;
 - Craft Store;
 - Department Store;
 - Dairy products or ice cream store;
 - Delicatessen store;
 - Dress shop;
 - Drug store or fountain;
 - Electric sales and service;
 - Electric transmission station;
 - Farmers Market;
 - Feed and fuel store;
 - Frozen food locker;
 - Fabric or notion store;
 - Florist;
 - Furniture Store;
 - Fine Goods Store;
 - Gift Shop;
 - Grocery or supermarket;
 - Glass shop;
 - Golf course, miniature or practice range;
 - Hardware store;
 - Heating, ventilating or plumbing supplies, sales and service;
 - Health and Personal Goods Store;
 - Home Décor;

- Home Goods Store;
- Hotel
- Interior decorating store;
- Jewelry/Fine Goods Store;
- Key Shop;
- Leather Store/ Leather Goods;
- Laundry;
- Lodge hall;
- Music, radio or television shop;
- Messenger/Phone/Electronic Store;
- New Auto Sales;
- Optical Store;
- Office Buildings;
- Party Supply Store;
- Printing plant;
- Painting and decorating shop;
- Pet shop/Veterinarian;
- Pharmacy;
- Photographer's studio;
- Radio and television sales and service;
- Restaurants; A restaurant may include live entertainment and/or a dance floor, provided the kitchen remains open with full food service whenever live entertainment is offered;
- Retail spirits store/Liquor Store;
- Retail Stores, Kiosks, Stalls, and Booths;
- Supermarket;
- Sporting goods sales;
- Stationery store;
- Shoe store or repair shop;
- Sign painting shop;
- Tailor Shop/Services;
- Theaters, Bowling Alley, Arcade, and Similar Entertainment Establishments, including those that sell alcoholic beverages in compliance with state law;
- Toy Store; and
- Wholesale distributing center.
- Outdoor Activity, Sport Areas, and Live Entertainment Areas (not exempt from Noise Ordinance Permits)
- Outdoor advertising signs, only as permitted by applicable Norman regulations, as amended from time to time;
- Multi-family residential dwelling units
- Mixed Use buildings containing office uses, commercial shops and services, retail, and other mixed-use offerings within the larger apartment/residential structures
- Accessory buildings and uses customarily incidental to any of the above uses when located on the same lot

Development Area 2

- Multi-family residential dwelling units

- Townhomes
- Short-term rentals
- Ground floors may contain, but are not obligated to contain, office uses, commercial shops and services, retail, and other mixed-use offerings within the larger apartment/residential structures.
- Leasing offices, pool areas, dog parks, sports courts, walking trails, fitness stations, frisbee golf, outdoor grill areas, and similar private recreational amenities for the residents of the development.
- Accessory buildings and uses customarily incidental to any of the above uses when located on the same lot

EXHIBIT D

Preliminary Plat

Full Size Documents Submitted to City Staff

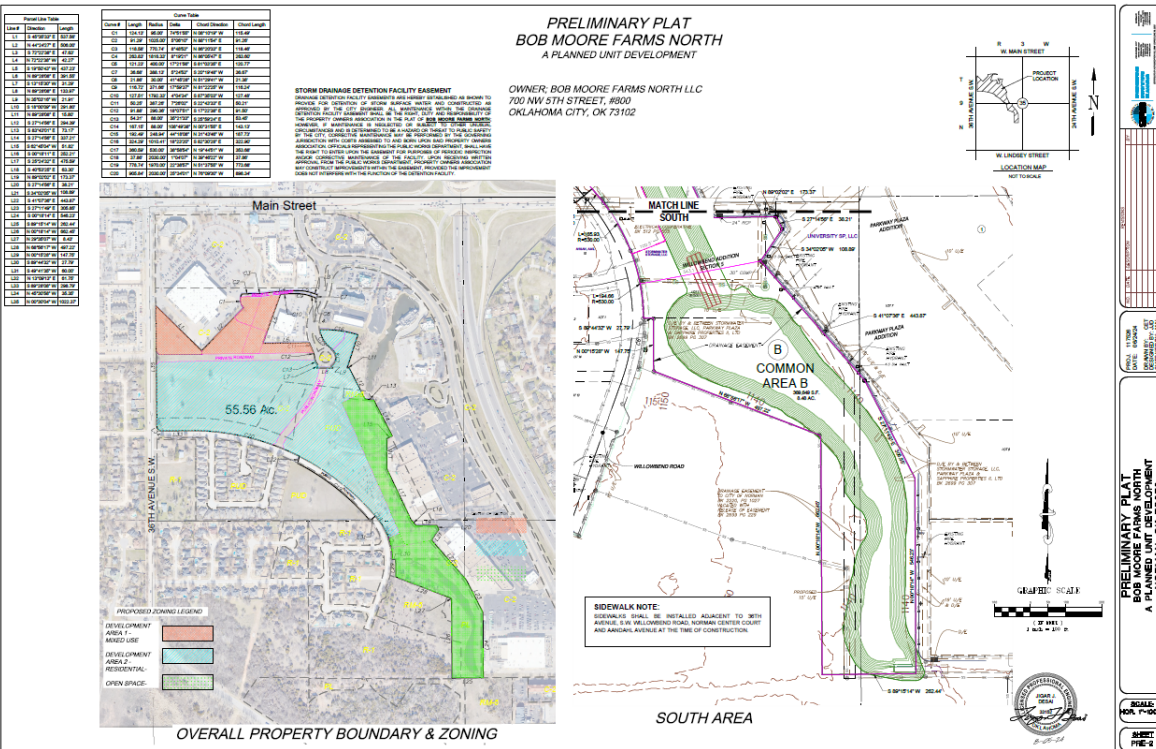
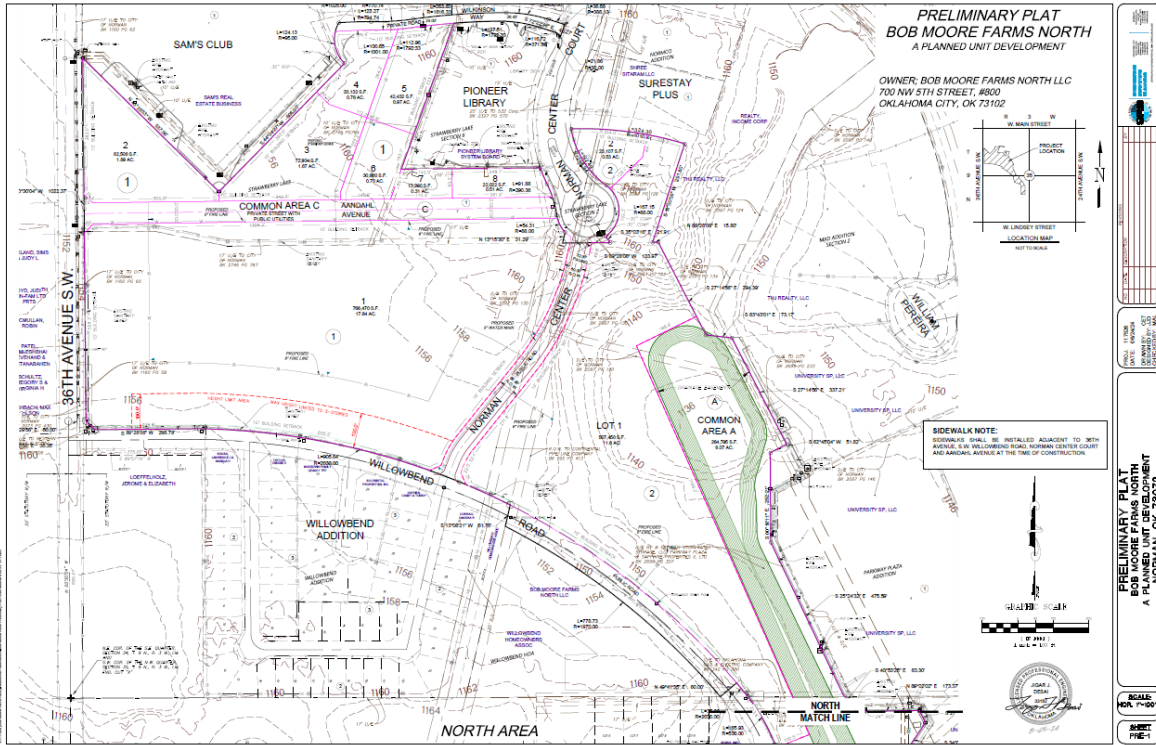


EXHIBIT E

Preliminary Open Space Plan

Full Size Documents Submitted to City Staff

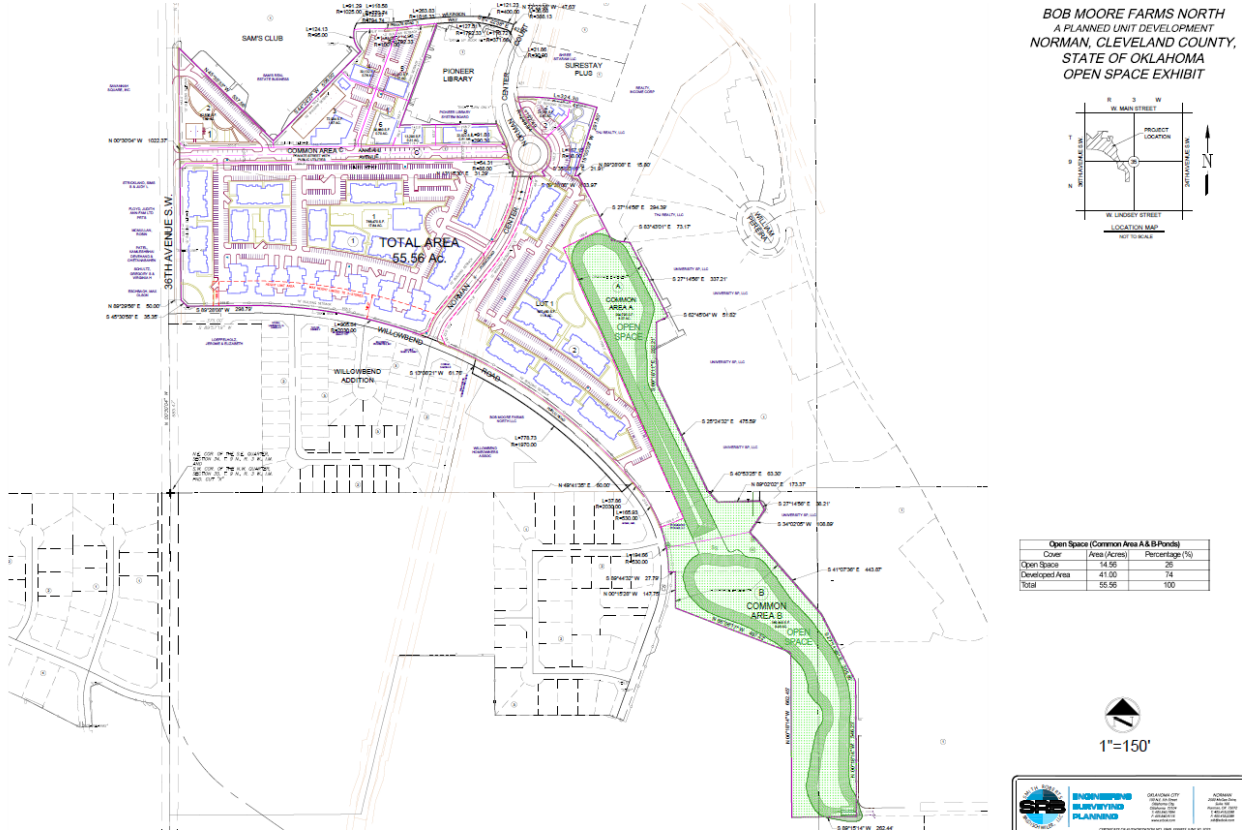


EXHIBIT F
Depiction of Development Areas
Full Size Documents Submitted to City Staff

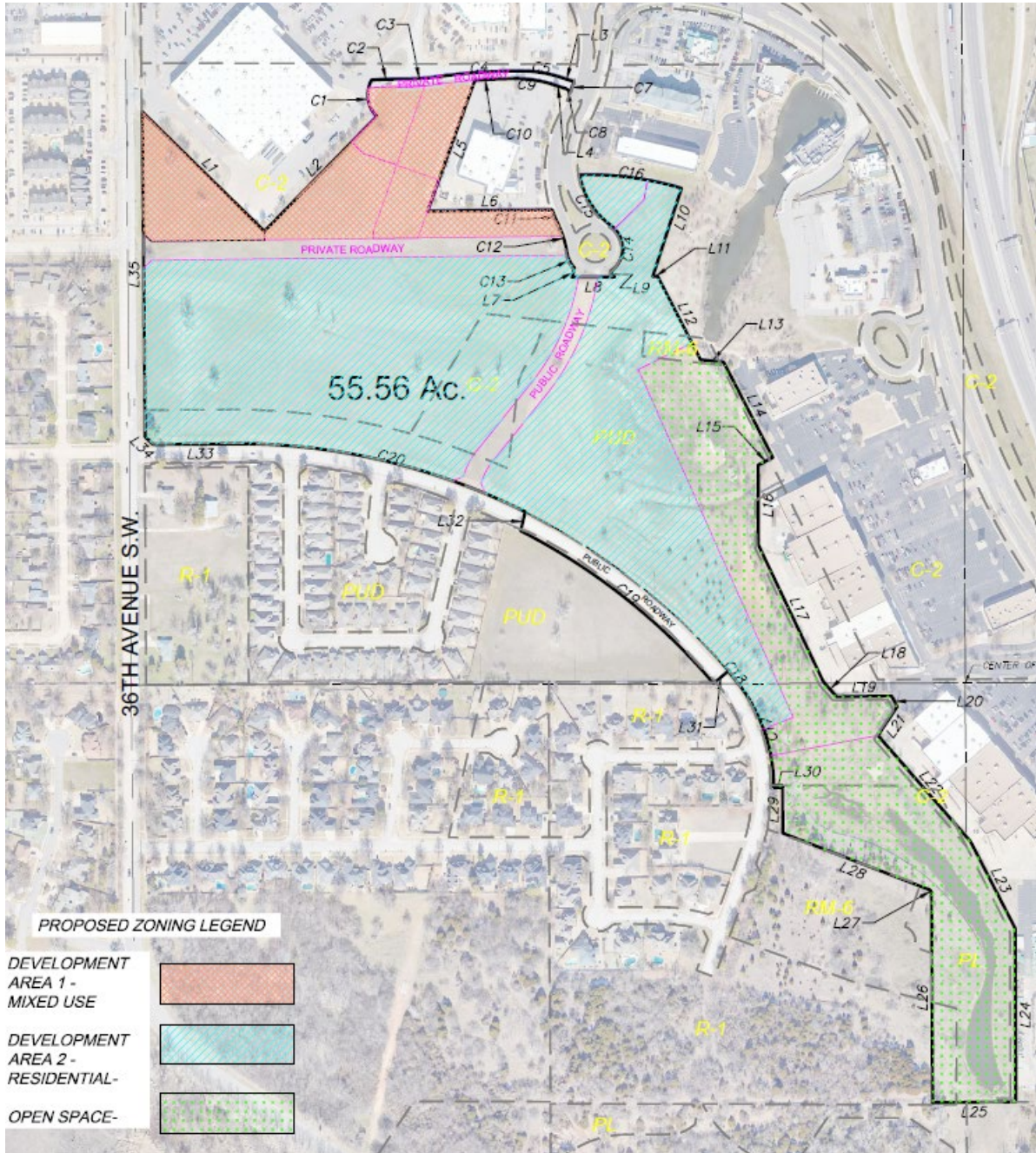
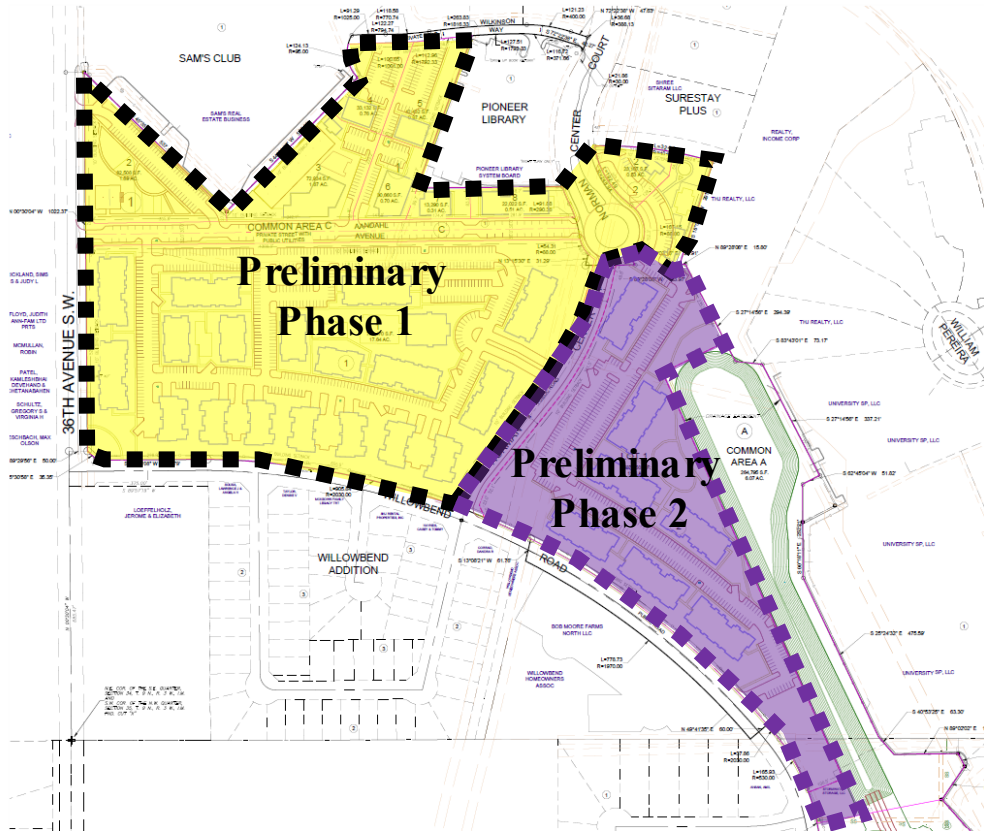


EXHIBIT G

Preliminary Phasing Plan

Full Size Documents Submitted to City Staff



BOB MOORE FARMS NORTH
A PLANNED UNIT DEVELOPMENT
NORMAN, CLEVELAND COUNTY,
STATE OF OKLAHOMA
SITE PLAN-NORTH



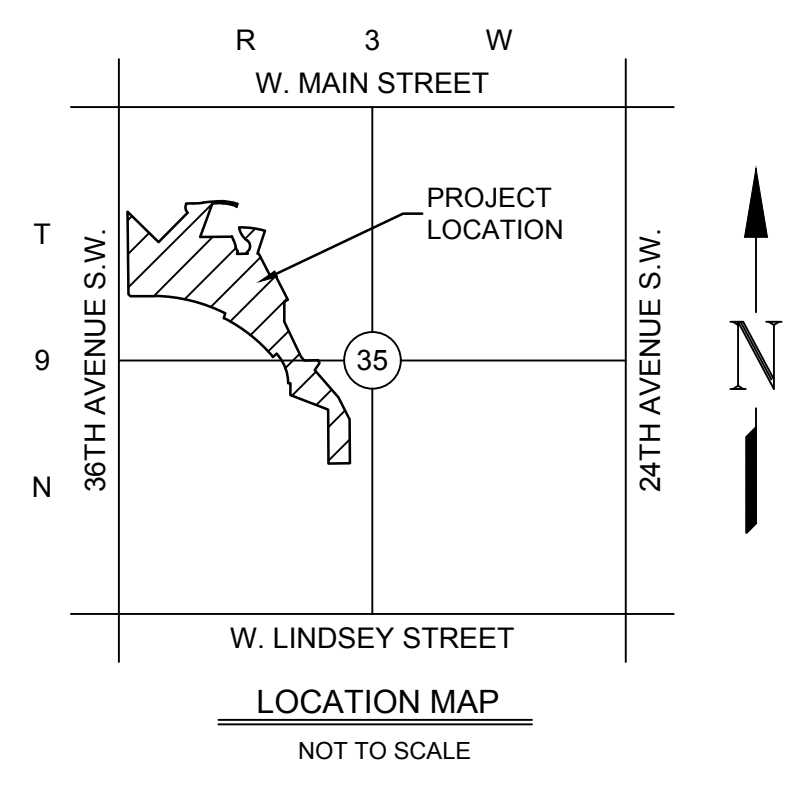
STORM DRAINAGE DETENTION FACILITY BASEMENT
STORM DRAINAGE DETENTION FACILITY BASEMENTS ARE HEREBY SET ASHORE AS SHOWN TO PROVIDE FOR PROTECTION OF EXISTING BUILDINGS AND ADJACENT AREAS. THE DETENTION FACILITY BASEMENT SHALL BE THE RESPONSIBILITY AND LIABILITY OF THE PROPERTY OWNER. THE CITY ENGINEER SHALL REVIEW THE DETENTION FACILITY BASEMENT AND IS NOT PROVIDING ANY WARRANTY OR GUARANTEE OF ACCURACY. THE CITY ENGINEER'S REVIEW IS LIMITED TO THE TECHNICAL ASPECTS OF THE DETENTION FACILITY BASEMENT AND DOES NOT INCLUDE ANY OTHER ASPECTS OF THE PROJECT. THE PROPERTY OWNER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY ENGINEER AND THE STATE OF OKLAHOMA. THE CITY ENGINEER'S REVIEW IS LIMITED TO THE TECHNICAL ASPECTS OF THE DETENTION FACILITY BASEMENT AND DOES NOT INCLUDE ANY OTHER ASPECTS OF THE PROJECT.

SIDEWALK NOTE:
SIDEWALKS SHALL BE INSTALLED ADJACENT TO BOTH AVENUE AND WILLOWBEND ROAD, NORMAN CENTER COURT AND AARON AVENUE AT THE TIME OF CONSTRUCTION.



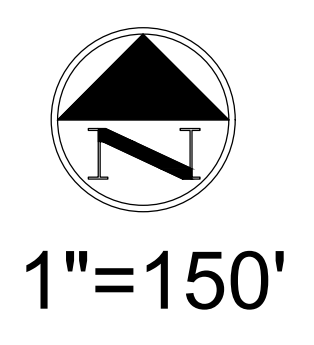
1"=100'

BOB MOORE FARMS NORTH A PLANNED UNIT DEVELOPMENT NORMAN, CLEVELAND COUNTY, STATE OF OKLAHOMA SITE PLAN-OVERALL

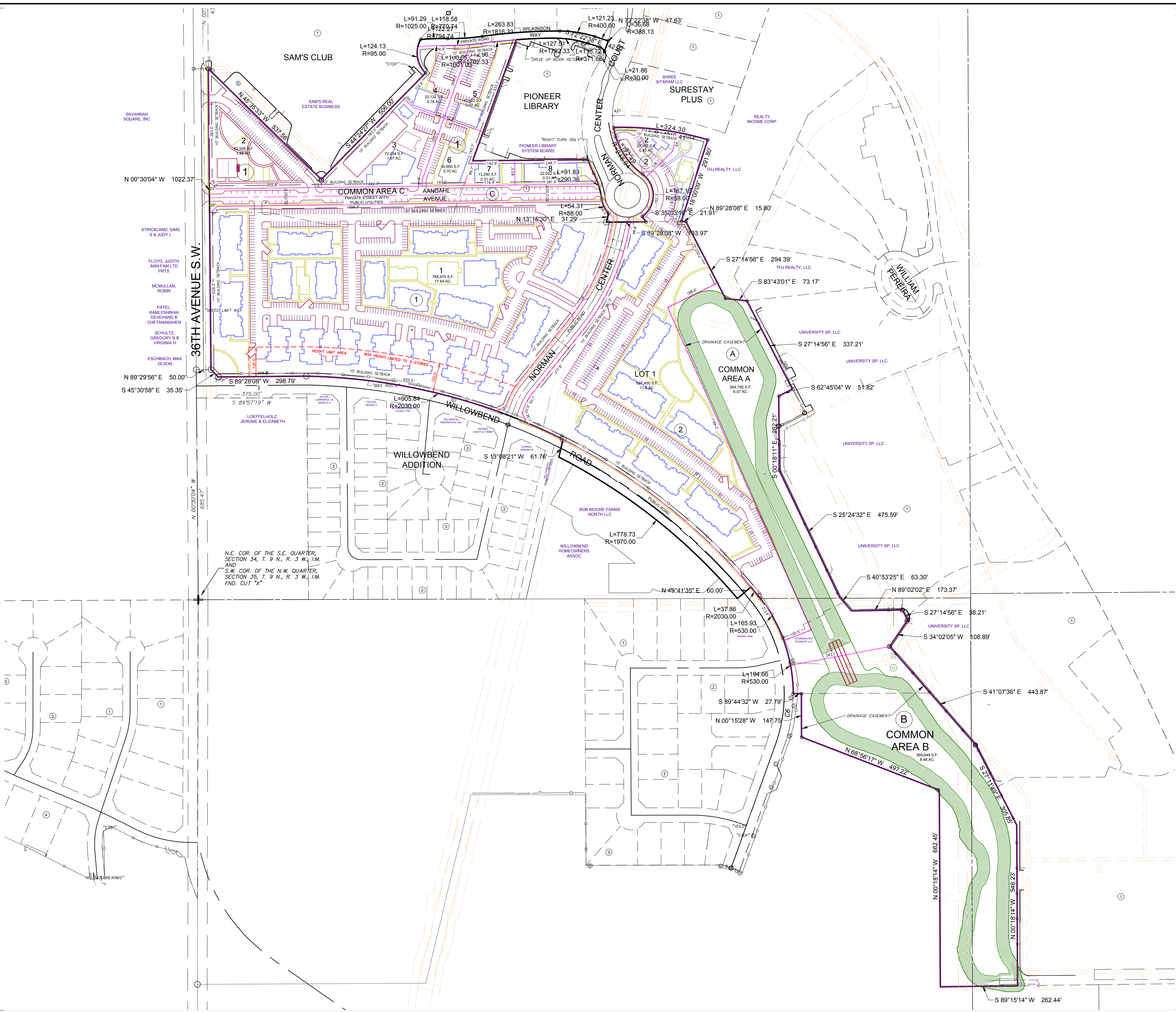


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SIDEWALK NOTE:
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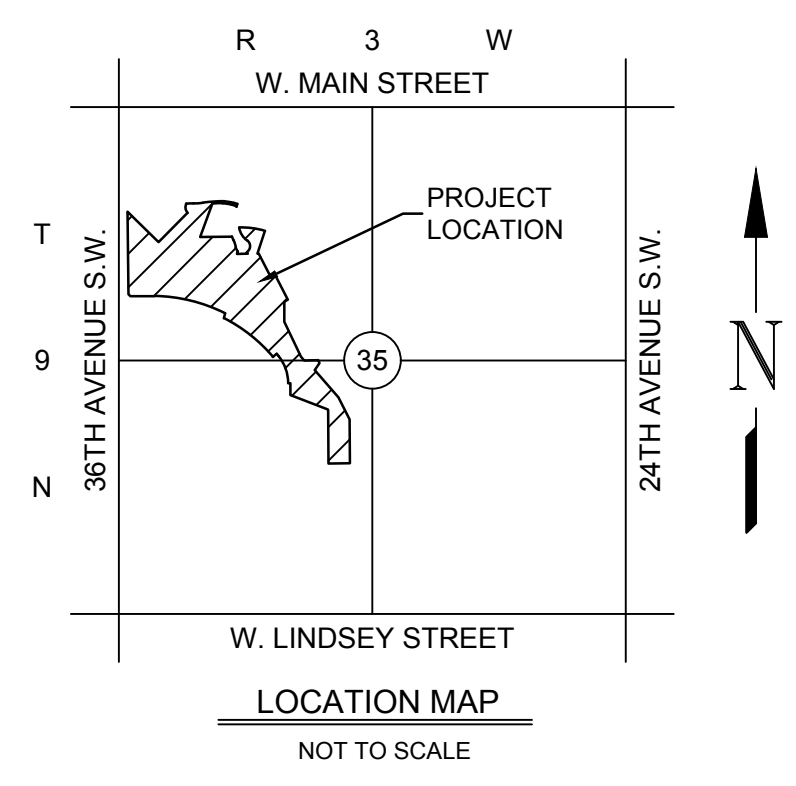


SMITH ROBERTS ENGINEERING SURVEYING & PLANNING
BRUDSCHWILER, LLC
OKLAHOMA CITY
100 N.E. 5th Street
Oklahoma City, Oklahoma 73104
T: 405.840.7094
F: 405.840.9116
www.srbok.com
NORMAN
2500 McGee Drive
Suite 100
Norman, OK 73072
T: 405.418.2288
F: 405.418.2289
srb@srbok.com
CERTIFICATE OF AUTHORIZATION NO. 3949 EXPIRES JUNE 30, 2025



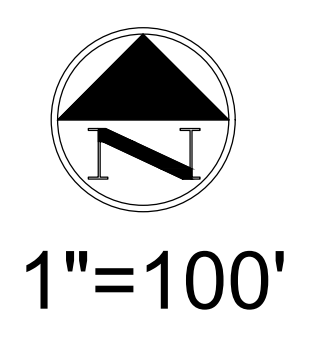
N.E. COR. OF THE S.E. QUARTER, SECTION 34, T. 9 N., R. 3 W., I.M. AND S.W. COR. OF THE N.W. QUARTER, SECTION 35, T. 9 N., R. 3 W., I.M. FND. CUT "X"

BOB MOORE FARMS NORTH A PLANNED UNIT DEVELOPMENT NORMAN, CLEVELAND COUNTY, STATE OF OKLAHOMA SITE PLAN-NORTH

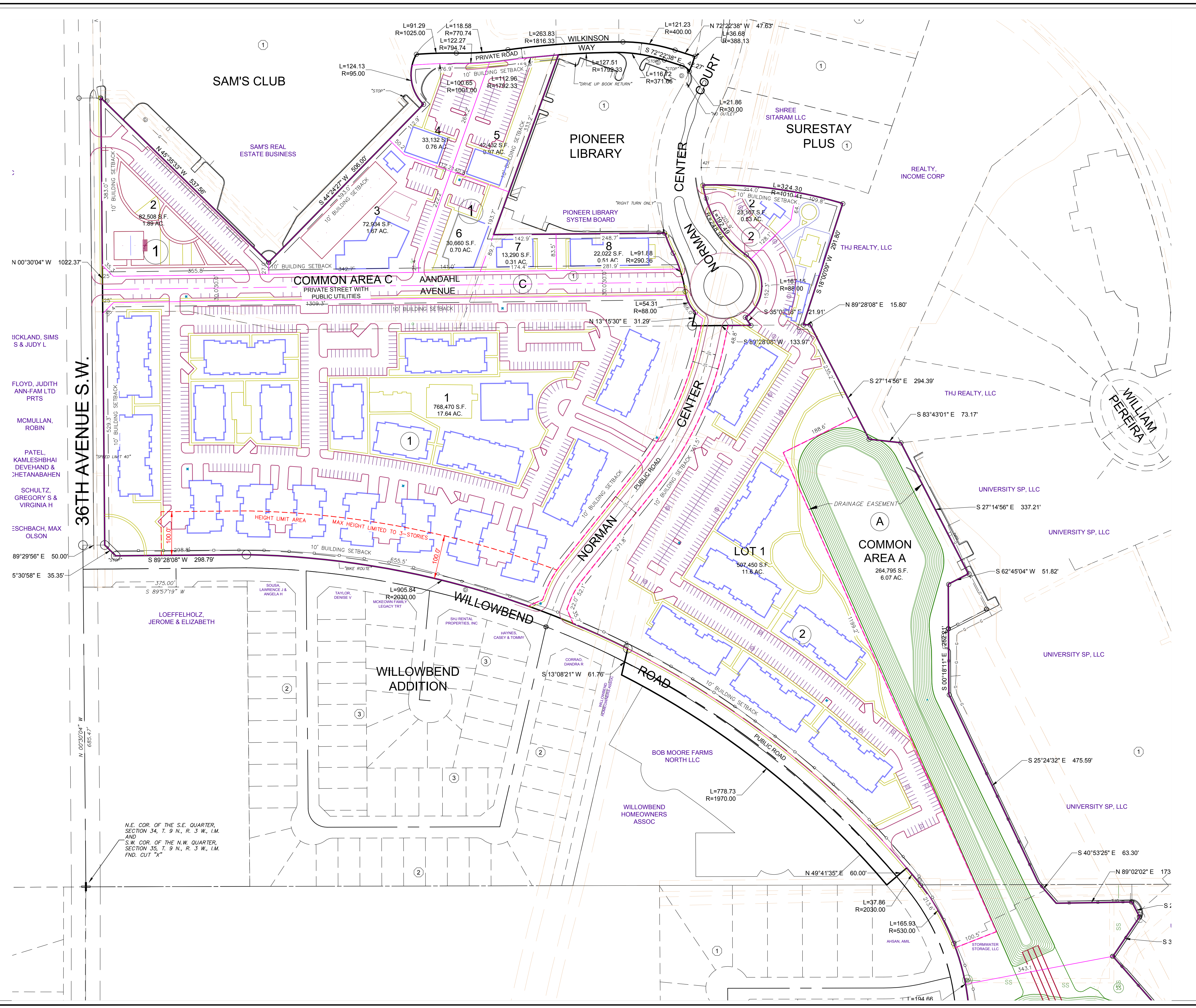


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SIDEWALK NOTE:
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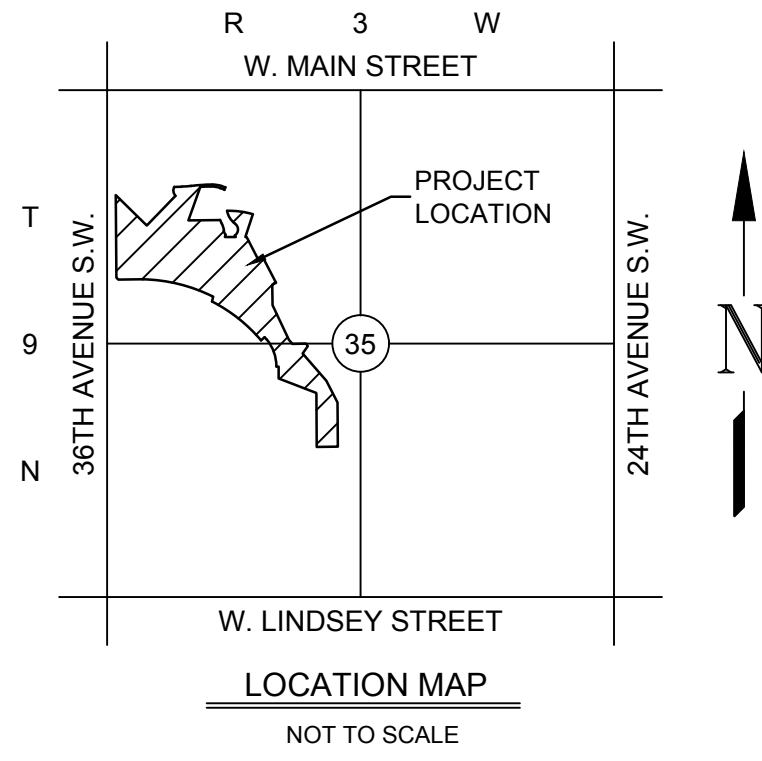
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PRELIMINARY PLAT BOB MOORE FARMS NORTH A PLANNED UNIT DEVELOPMENT

OWNER: BOB MOORE FARMS NORTH LLC
700 NW 5TH STREET, #800
OKLAHOMA CITY, OK 73102



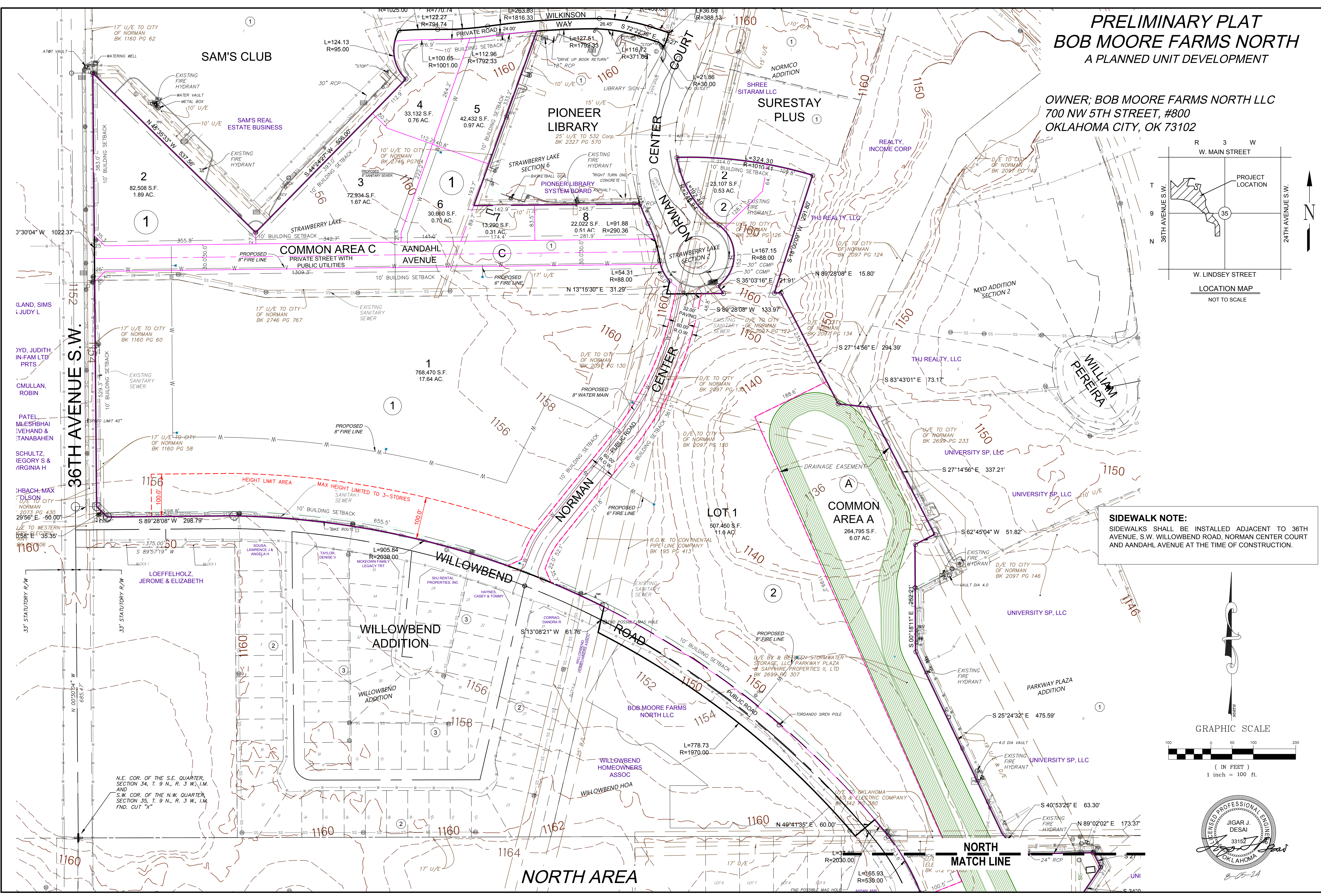
NO.	DATE	DESCRIPTION	BY

PROJ: 117526
DATE: 06/24/24
DRAWN BY: CET
DESIGNED BY: JUD
CHECKED BY: MAL

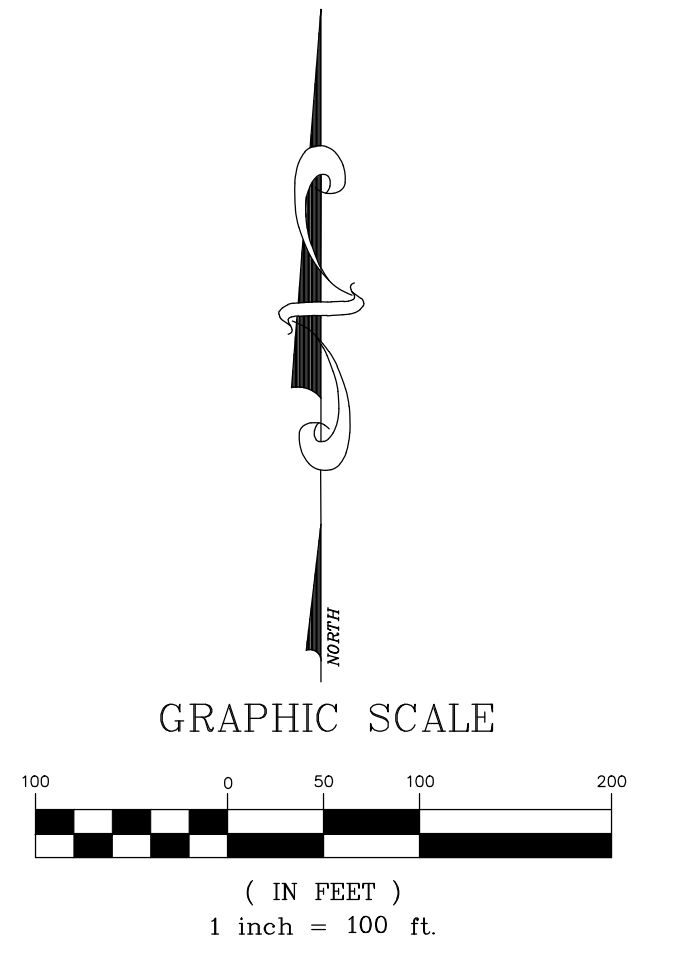
PRELIMINARY PLAT
BOB MOORE FARMS NORTH
A PLANNED UNIT DEVELOPMENT
NORMAN, OK 73072

SCALE:
HOR. 1"=100'

SHEET
PRE-1



SIDEWALK NOTE:
SIDEWALKS SHALL BE INSTALLED ADJACENT TO 36TH AVENUE, S.W. WILLOWBEND ROAD, NORMAN CENTER COURT AND AANDAHL AVENUE AT THE TIME OF CONSTRUCTION.



Z:\117526\Bob Moore Farms North\Bob Moore Farms North Preliminary PLD Area\117526-05-24_07.dwg

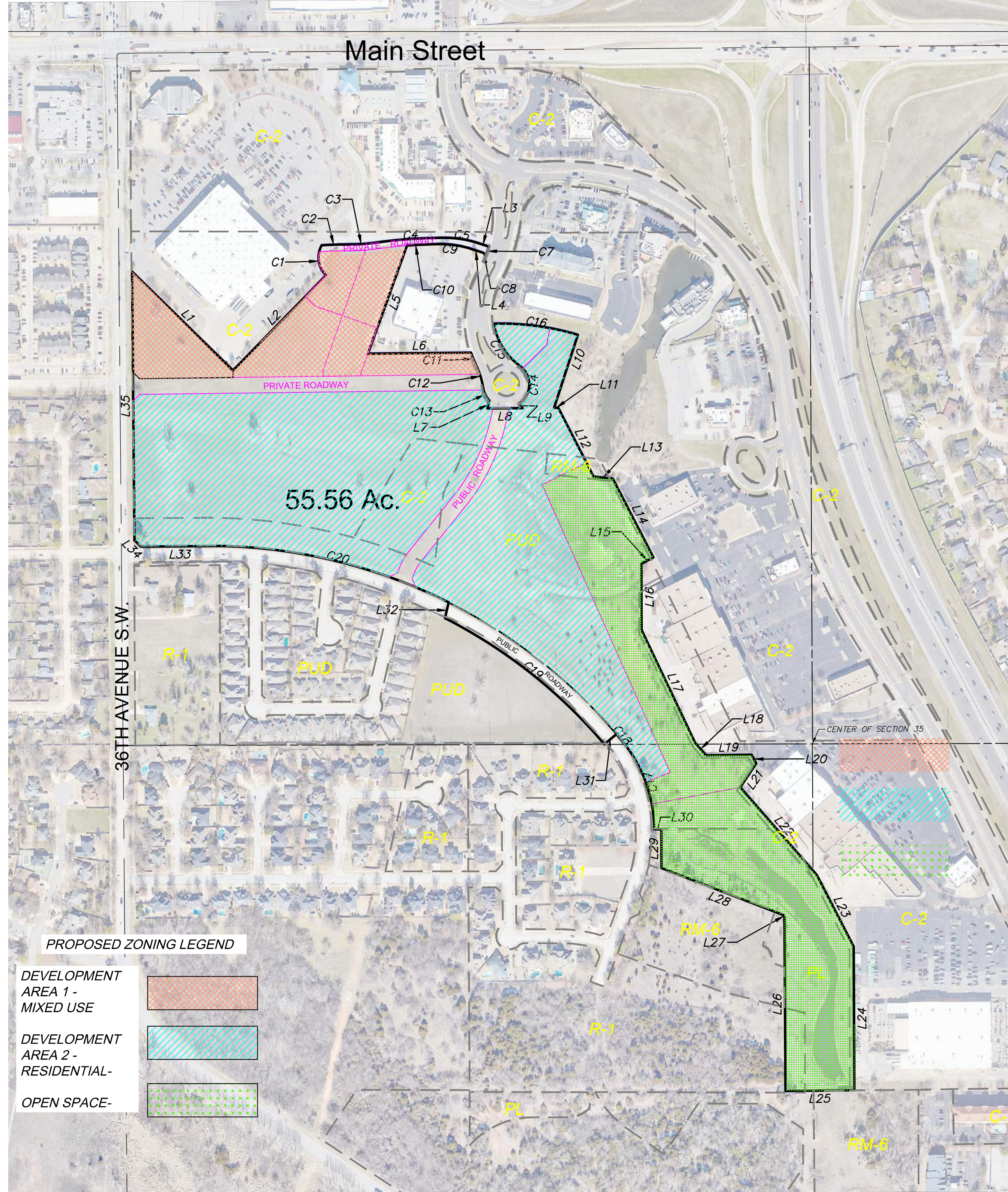
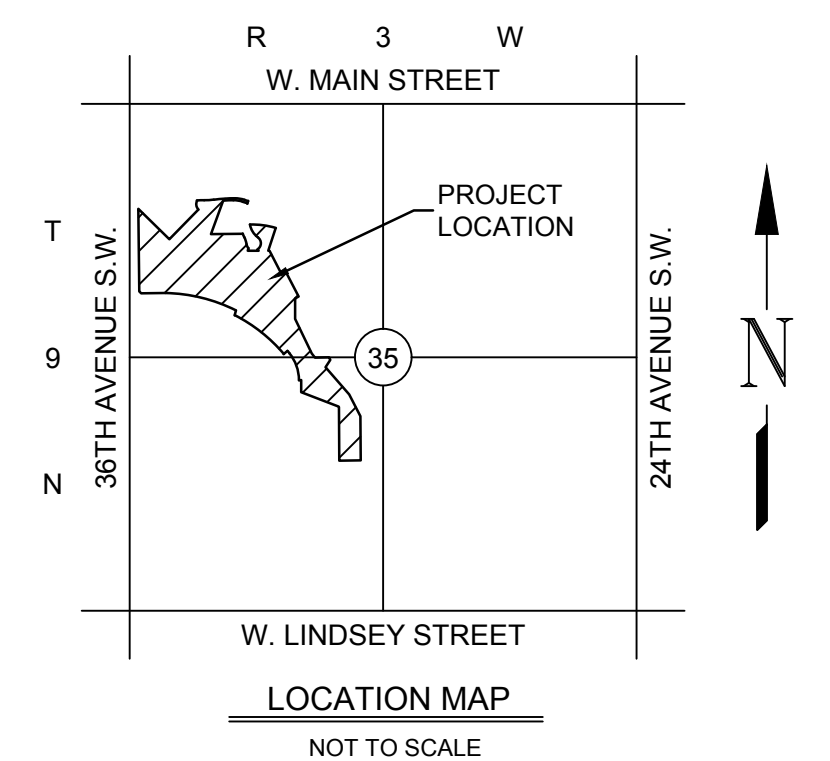
Line #	Direction	Length
L1	S 45°35'33" E	537.56'
L2	N 44°24'27" E	506.00'
L3	S 72°22'38" E	47.63'
L4	N 72°22'38" W	42.27'
L5	S 19°50'43" W	437.23'
L6	N 89°28'08" E	391.55'
L7	S 13°15'30" W	31.29'
L8	N 89°28'08" E	133.97'
L9	N 35°03'16" W	21.91'
L10	S 18°00'09" W	291.80'
L11	N 89°28'08" E	15.80'
L12	S 27°14'56" E	294.39'
L13	S 83°43'01" E	73.17'
L14	S 27°14'56" E	337.21'
L15	S 62°45'04" W	51.82'
L16	S 00°18'11" E	252.21'
L17	S 25°24'32" E	475.59'
L18	S 40°53'25" E	63.30'
L19	N 89°02'02" E	173.37'
L20	S 27°14'56" E	38.21'
L21	S 34°02'05" W	108.89'
L22	S 41°07'36" E	443.87'
L23	S 27°11'49" E	305.85'
L24	S 00°18'14" E	546.23'
L25	S 89°15'14" W	262.44'
L26	N 00°18'14" W	662.45'
L27	N 29°35'07" W	8.43'
L28	N 68°56'17" W	497.22'
L29	N 00°15'28" W	147.75'
L30	S 89°44'32" W	27.79'
L31	S 49°41'35" W	60.00'
L32	N 13°09'13" E	61.75'
L33	S 89°28'08" W	298.79'
L34	N 45°30'58" W	35.35'
L35	N 00°30'04" W	1022.37'

Curve #	Length	Radius	Delta	Chord Direction	Chord Length
C1	124.13'	95.00'	74°51'55"	N 08°10'19" W	115.49'
C2	91.29'	1025.00'	5°06'10"	N 88°11'54" E	91.26'
C3	118.58'	770.74'	8°48'53"	N 86°20'33" E	118.46'
C4	263.83'	1816.33'	8°19'21"	N 86°05'47" E	263.60'
C5	121.23'	400.00'	17°21'56"	S 81°03'35" E	120.77'
C7	36.68'	388.13'	5°24'53"	S 20°19'48" W	36.67'
C8	21.86'	30.00'	41°45'28"	N 51°29'41" W	21.38'
C9	116.72'	371.66'	17°59'37"	N 81°22'25" W	116.24'
C10	127.51'	1792.33'	4°04'34"	S 87°35'03" W	127.48'
C11	50.25'	387.26'	7°26'02"	S 22°43'33" E	50.21'
C12	91.88'	290.36'	18°07'51"	S 17°22'38" E	91.50'
C13	54.31'	88.00'	35°21'33"	S 25°59'24" E	53.45'
C14	167.15'	88.00'	108°49'38"	N 00°31'55" E	143.13'
C15	192.49'	248.94'	44°18'08"	N 31°43'46" W	187.73'
C16	324.29'	1010.41'	18°23'20"	S 82°30'28" E	322.90'
C17	360.59'	530.00'	38°58'54"	N 19°44'51" W	353.68'
C18	37.86'	2030.00'	1°04'07"	N 39°46'22" W	37.86'
C19	778.74'	1970.00'	22°38'57"	N 51°37'55" W	773.68'
C20	905.84'	2030.00'	25°34'01"	N 76°09'30" W	898.34'

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PRELIMINARY PLAT BOB MOORE FARMS NORTH A PLANNED UNIT DEVELOPMENT

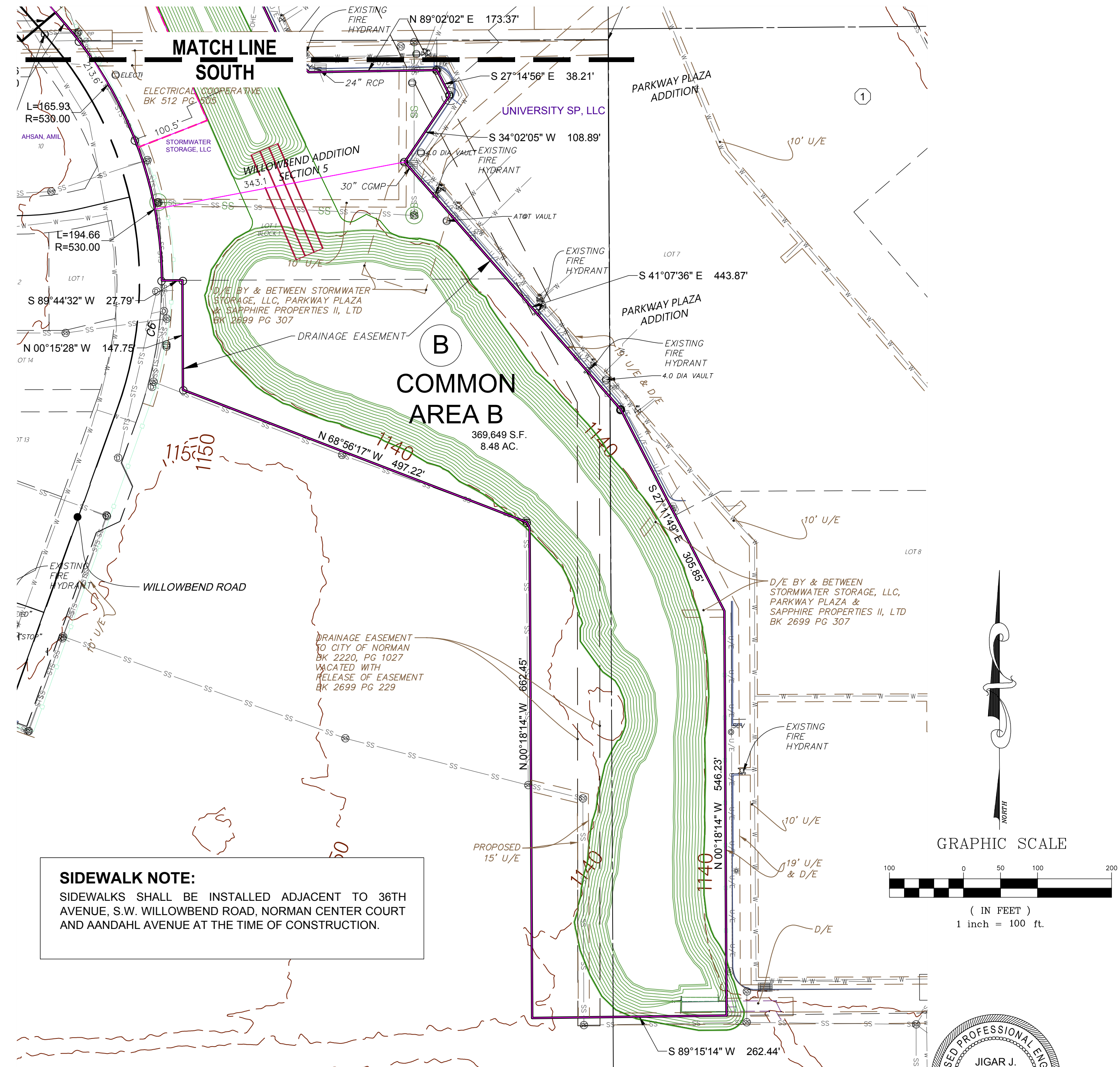
OWNER: BOB MOORE FARMS NORTH LLC
 700 NW 5TH STREET, #800
 OKLAHOMA CITY, OK 73102



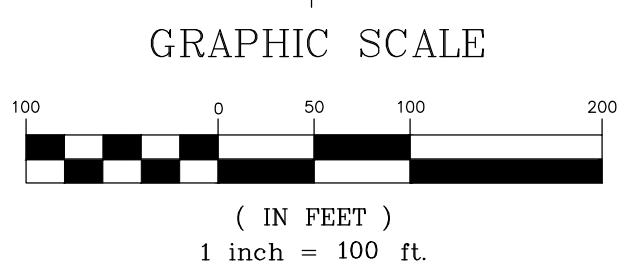
PROPOSED ZONING LEGEND

- DEVELOPMENT AREA 1 - MIXED USE
- DEVELOPMENT AREA 2 - RESIDENTIAL-
- OPEN SPACE-

OVERALL PROPERTY BOUNDARY & ZONING



SIDEWALK NOTE:
 SIDEWALKS SHALL BE INSTALLED ADJACENT TO 36TH AVENUE, S.W., WILLOWBEND ROAD, NORMAN CENTER COURT AND AANDAHL AVENUE AT THE TIME OF CONSTRUCTION.



PROFESSIONAL ENGINEER
 JIGAR J. DESAI
 33152
 OKLAHOMA

PRELIMINARY PLAT
 BOB MOORE FARMS NORTH
 A PLANNED UNIT DEVELOPMENT
 NORMAN, OK 73072

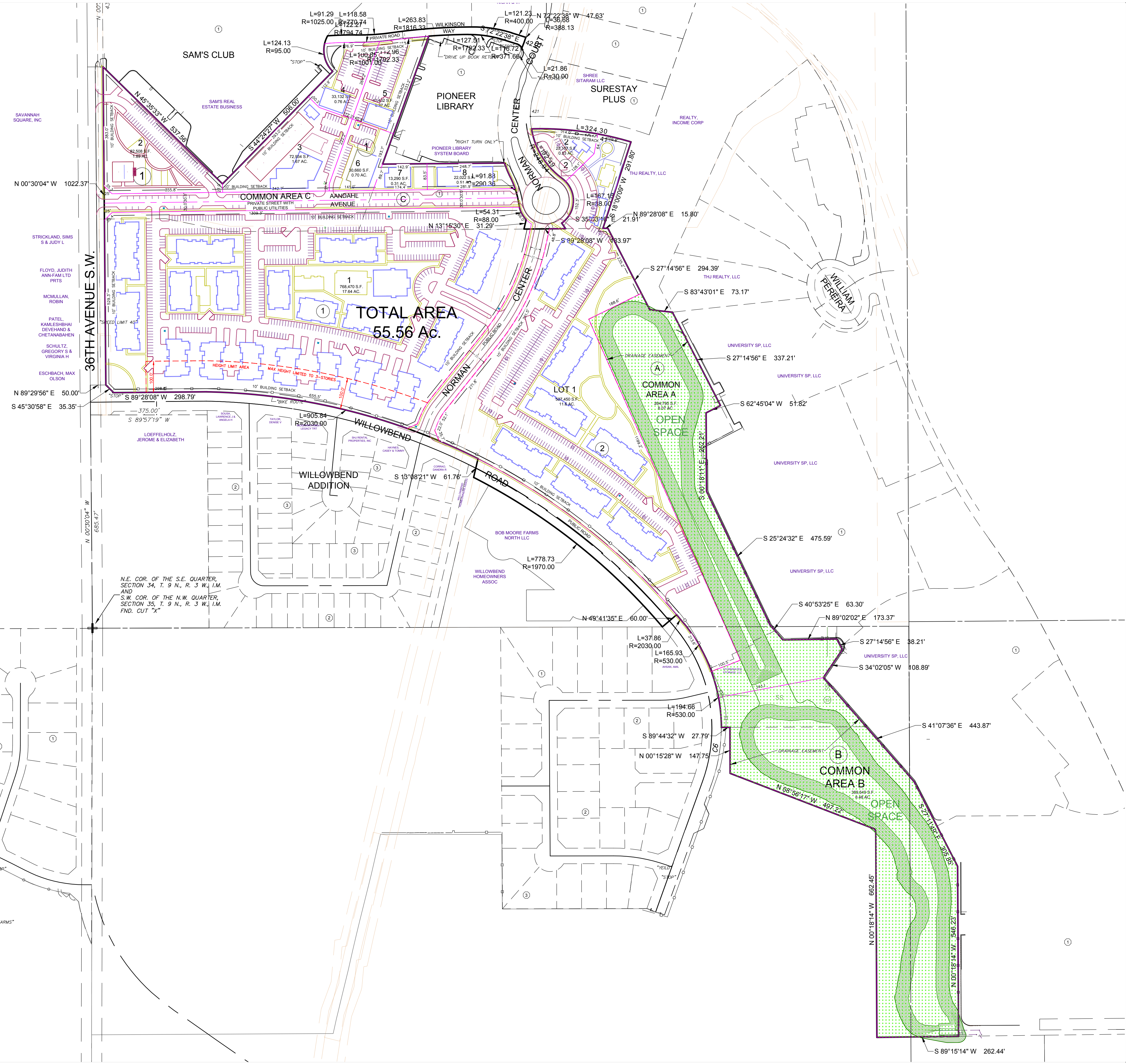
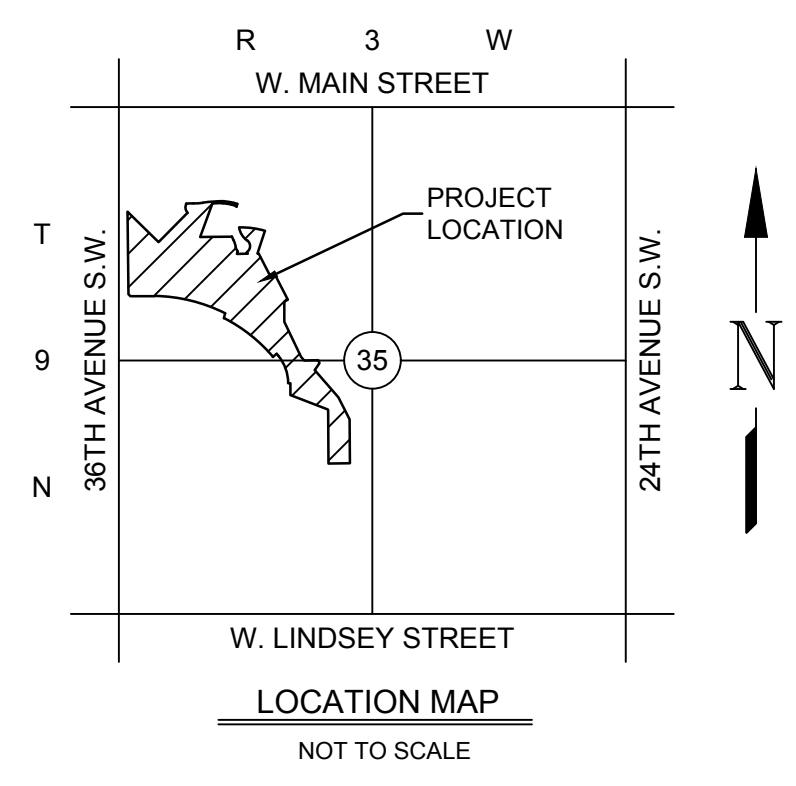
SCALE:
 HOR. 1"=100'
 SHEET
 PRE-2

NO.	DATE	DESCRIPTION
1	06/24/24	PROJECT START
2	06/24/24	DRAWN BY: CET
3	06/24/24	DESIGNED BY: JMD
4	06/24/24	CHECKED BY: MAL

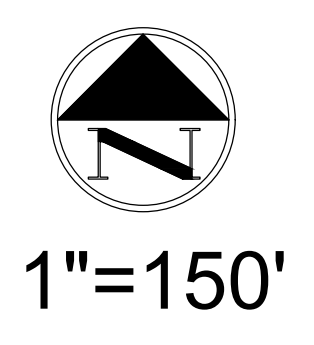
Z:\117526 (Bob Moore Farms North)\Reviews\Presentations\Bob Moore North Preliminary PUD Area\117526-05-24_07-14am

BOB MOORE FARMS NORTH

A PLANNED UNIT DEVELOPMENT
 NORMAN, CLEVELAND COUNTY,
 STATE OF OKLAHOMA
OPEN SPACE EXHIBIT



Open Space (Common Area A & B-Ponds)		
Cover	Area (Acres)	Percentage (%)
Open Space	14.56	26
Developed Area	41.00	74
Total	55.56	100



**SMITH ROBERTS
BRADSHAW, LLC**

**ENGINEERING
SURVEYING
PLANNING**

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 Oklahoma 73104
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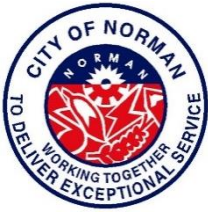
NORMAN
 2500 McGee Drive,
 Suite 100
 Norman, OK 73072
 T: 405.418.2289
 F: 405.418.2289
 srb@srbook.com

CERTIFICATE OF AUTHORIZATION NO. 3949 EXPIRES JUNE 30, 2025

N.E. COR. OF THE S.E. QUARTER,
 SECTION 34, T. 9 N., R. 3 W., I.M.
 AND
 S.W. COR. OF THE N.W. QUARTER,
 SECTION 35, T. 9 N., R. 3 W., I.M.
 FND. CUT "X"







CITY OF NORMAN, OK STAFF REPORT

Board of Parks Commissioners

MEETING DATE: 8-1-2024

REQUESTER: James Briggs, Parks Development Manager

PRESENTER: James Briggs, Parks Development Manager

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF LAND OR FEE IN LIEU OF PARKLAND FOR THE BOB MOORE FARMS NORTH ADDITION

BACKGROUND: Bob Moore Farms North Addition PUD is located in Section 35 of Township 9 North, Range 3 West of the Indian Meridian. It is located on the east side of 36th Avenue SW, just south of Main Street, south of Sam's Club and the other commercial developments, including the west side Pioneer Library (See Map). This large development is a mix of Multi-Family housing and commercial properties. There are 642 total units of RM-6-type development in the PUD, requiring either 2.84 acres of public parkland or 5.68 acres of private parkland. The other land uses indicated on the PUD do not require any parkland dedication.

DISCUSSION: This development will yield \$48,150 in Neighborhood Park Development Fees and the same amount in Community Park Development fees once all building permits have been issued if public parkland or fee-in-lieu of land is provided. The Neighborhood Fees will not be collected if private parkland. The developer has requested a Fee-in-Lieu of land decision for this project; however, the preliminary site plan shows enough recreational space and proposed development to meet the requirements of Private Park Land. This solution will work for the plat being submitted at this point in time. However, if there is a change in land use, a new preliminary plat will be developed and brought back to the Park Commission, which may merit a different decision at that time.

The proposed Addition is directly north of the Willowbend Addition of residential housing, which has a large parcel of undeveloped HOA-owned private parkland available for the homes built there over the years. Besides that, there is no other housing between Main Street and the Lindsey Street south extension that wraps around the bridge crossing of Interstate-35 to 36th Avenue SW. The nearest neighborhood park is Cherry Creek Park, on the west side of 36th; it was recently updated via the NORMAN FORWARD Neighborhood Park Improvements project. Any fees collected from the Bob Moore Farms North PUD would likely be spent to make additional improvements to Cherry Creek Park.

RECOMMENDATION:

It is recommended that the Park Board recommend a Fee-In-Lieu of Land Decision for the Bob Moore Farms North Addition PUD.

Applicant: Bob Moore Farms North, LLC

Project Location: Generally located south of W. Main St., West of Ed Noble Pkwy., North of W. Lindsey St., and East of 36th Ave. S.W.

Case Number: PD24-07

Time: 5:30PM

Applicant/Representative:

Sean Rieger
Gunner Joyce
Libby Smith

Attendees:

Latty Sousa
Holly Van Auken
Leslie Long
Don Wheeler
Wendy Swatek
David Floyd
Will Pence
Gina Pence
Jenny Watson
Wanda Beller
Donna Skinner Reed
Elizabeth Stowe
Glenda Lemeceh
Don Troutt
Claire Curry
Patrick Schrank
Nikita Patel
Stan Koop
Christa Simmons
Weston White
Robert Castleberry
Cheryl Stamper
Adonis Nafeh
Tammy Nafeh
Loretta Anderson
Mona Waters
Denise Taylor
Troy Williams
Teresa Williams
Rusty Loeffler

Michele Loeffler
Sondra Clow
Peter Vail
Mary Roberts
Steve Petty
Dona Petty
Leita Eaves
Nick Nance
Sogoal Nance
Michael Swatek
Charles McBee
Janice McBee
D. Coitao
Ashton Byrum
Gina Byrum
Celia Elweir
Erica Bird
Don Brokhase
Paul Swenson
Sharon Boscarelli
Rhonda Schultz
Roger Schultz
Robbie Lomberson
Teresa Burlchart
Auton Masloveskii
Madeline Merriott
Barbara Vance
Carline Dulworth
Fred Bearenati
Mary Roberts

City Staff

Jane Hudson, Planning Director
Lora Hoggatt, Planning Services Manager
Destiny Andrews, Planner II
Whitney Kline, Planning Admin
Beth Muckala, City Attorney

Application Summary:

A request for rezoning multiple parcels from C-2, PUD, and Park Land to PUD, Planned Unit Development, to facilitate a mixed-use residential development.

Neighbor's Comments/Concerns/Responses

The applicant representative explained the rezoning process and detailed the proposed site plan to attendees. Proposed PUD will include primarily residential buildings, with limited commercial along the north side and detention/green space to the south. An attendee inquired about building height. Applicant representative provided that multi-family homes abutting existing neighborhoods will be approximately 2-3 story "big house" apartment buildings, with taller residential buildings on the interior of the development. Commercial buildings are intended to be shorter. An attendee requested the anticipated number of homes and why that number was chosen. Applicant representative stated between 650 to 700 homes, based on market analysis. Multiple questions of traffic impact, specifically on Willowbend Road. Applicant representative responded that a Traffic Impact Analysis (TIA) would be completed as part of the project. A question on timing was posed. Applicant representative expects two phases, separated by the new road proposed connecting Norman Center Court to Willowbend Road, over the course of years prior to completion. An attendee requested additional information on the detention pond area. Applicant representative responded it will have higher service levels and will have amenities. A question on rents was posed. Applicant representative stated it is unknown at this time. Questions on the impact of the project on property values and the school system were asked. Applicant representative responded that these are unknown and outside of their purview. Concern for the impact on City services were expressed. Applicant representative provided that impact fees and anticipated sales tax revenue from new residents provides for Fire, Police, and Infrastructure improvements. An attendee asked if quiet would be guaranteed. Applicant representative responded that noise control is covered under the City's Noise Ordinance.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/08/2024

REQUESTER: Bob Moore Farms North, LLC

PRESENTER: Lora Hoggatt, Planning Services Manager

ITEM TITLE: CONSIDERATION OF ADOPTION, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2425-3: 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 SECTION THIRTY-FIVE (35), TOWNSHIP NINE (9) NORTH, RANGE THREE (3) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE C-2, GENERAL COMMERCIAL DISTRICT; RM-6, MEDIUM-DENSITY APARTMENT DISTRICT WITH PERMISSIVE USE FOR A GOLF COURSE; PL, PARK LAND DISTRICT; AND PUD, PLANNED UNIT DEVELOPMENT DISTRICT AND PLACE THE SAME IN THE PUD, PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (GENERALLY LOCATED SOUTH OF WEST MAIN STREET, WEST OF ED NOBLE PARKWAY, NORTH OF WEST LINDSEY STREET, AND EAST OF 36TH AVENUE SOUTHWEST)

APPLICANT/REPRESENTATIVE Bob Moore Farms North, LLC/Rieger Law Group

WARD 3

CORE AREA No

BACKGROUND: The applicant requests rezoning from C-2, General Commercial District, RM-6, Medium-Density Apartment District with Permissive Use for a Golf Course, PL, Park Land District, and PUD, Planned Unit Development, Ordinance O-9798-9, to a new PUD District for approximately 55.56 acres. The property is currently vacant. The new PUD would allow for commercial uses on the northern portion and multi-family residential with the allowance for ground floors to contain office uses, commercial shops and services, retail, and other mixed-use offerings within the larger multi-family/residential structures throughout the southern portion of the site. This rezoning application is accompanied by a preliminary plat request and a NORMAN 2025 Land Use Plan amendment.

PROCEDURAL REQUIREMENTS:

GREENBELT MEETING: GBC24-15, July 16, 2024

The Greenbelt Commission voted to forward this application to Planning Commission with no additional comments.

PRE-DEVELOPMENT: PD24-07, June 27, 2024

The applicant representative explained the rezoning process and detailed the proposed site plan to attendees. Proposed PUD will include primarily residential buildings, with limited commercial along the north side and detention/green space to the south. An attendee inquired about building height. Applicant representative provided that multi-family homes abutting existing neighborhoods will be approximately 2-3 story "big house" apartment buildings, with taller residential buildings on the interior of the development. Commercial buildings are intended to be shorter. An attendee requested the anticipated number of homes and why that number was chosen. Applicant representative stated between 650 to 700 homes, based on market analysis. Multiple questions of traffic impact, specifically on Willowbend Road. Applicant representative responded that a Traffic Impact Analysis (TIA) would be completed as part of the project. A question on timing was posed. Applicant representative expects two phases, separated by the new road proposed connecting Norman Center Court to Willowbend Road, over the course of years prior to completion. An attendee requested additional information on the detention pond area. Applicant representative responded it will have higher service levels and will have amenities. A question on rents was posed. Applicant representative stated it is unknown at this time. Questions on the impact of the project on property values and the school system were asked. Applicant representative responded that these are unknown and outside of their purview. Concern for the impact on City services were expressed. Applicant representative provided that impact fees and anticipated sales tax revenue from new residents provides for Fire, Police, and Infrastructure improvements. An attendee asked if quiet would be guaranteed. Applicant representative responded that noise control is covered under the City's Noise Ordinance.

BOARD OF PARKS COMMISSIONERS: August 6, 2024

Parks staff recommended to support the developer's request for a fee-in-lieu of park land decision. Please see the attached report. The decision was unanimous for fee-in-lieu of park land by a vote of 5-0.

ZONING ORDINANCE CITATION:**SECTION 36-509, PUD, PLANNED UNIT DEVELOPMENT**

1. Statement of Purpose. 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 the comprehensive plan of record. The "PUD" Planned Unit Development district herein established is intended to provide for greater flexibility in the design of buildings, yards, courts, circulation, and open space than would otherwise be possible through the strict application of other district regulations. In this way, applicants may be awarded certain premiums in return for assurances of overall planning and design quality, or which will be of exceptional community benefit and which are not now required by other regulations. By permitting and encouraging the use of such procedures, the Planning Commission and City Council will be able to make more informed land use decisions and thereby guide development more effectively in the best interest of the health, safety, and welfare of the City.

Specifically, the purposes of this section are to encourage:

- (a) A maximum choice in the types of environment and living units available to the public.
- (b) Provision of more usable and suitably located open space, recreation areas, or other common facilities than would otherwise be required under conventional land development regulations.
- (c) Maximum enhancement and minimal disruption of existing natural features and amenities.
- (d) Comprehensive and innovative planning and design of diversified developments which are consistent with the City's long range plan and remain compatible with surrounding developments.
- (e) More efficient and economic use of land resulting in smaller networks of utilities and streets, thereby lowering costs.
- (f) Preparation of more complete and useful information which will enable the Planning Commission and City Council to make more informed decisions on land use.

The PUD (Planned Unit Development) Regulations are designed to provide for small and large scale developments incorporating a single type or a variety of residential, commercial, industrial and related uses which are planned and developed as a unit. Such development may consist of individual lots, or it may have common building sites. Private or public common land and open space must be an essential, major element of the development which is related to, and affects, the long term value of the homes and other development. A Planned Unit Development shall be a separate entity with a distinct character that respects and harmonizes with surrounding development.

STAFF ANALYSIS:

USE: The allowable uses for this PUD are included in the PUD Narrative as Exhibit C, Allowable Uses. The uses are divided into Development Areas; Area 1 is Mixed Use and Area 2 is Residential. The Development Areas are shown on page 2 of Exhibit D, the Preliminary Plat, and on Exhibit F, the Depiction of Development Areas.

SITE PLAN/ACCESS: The proposed Site Development Plan shows two new access points off 36th Ave. SW, one of which is a new private street, Aandahl Ave. Aandahl Ave. provides access to both the commercial and the residential areas of development. Norman Center Court also provides interior access to the development from the north. Two access points are proposed off Willowbend Road. The commercial development area is north of Aandahl Ave. and the residential development area is between Aandahl Ave. and Willowbend Road. Detention will be provided along the eastern edge of the development, shown as Common Areas A and B. The sidewalk note on the Site Development Plan states, "sidewalks shall be installed adjacent to 36th Avenue SW, Willowbend Road, Norman Center Court, and Aandahl Avenue at the time of construction."

PARKING: The PUD Narrative states there will be no minimum parking requirements for any use and end users are encouraged to reduce parking to the extent feasible and to utilize shared parking options, which can be finalized at final building permit stage. Parking spaces may be 18' by 9' or 19' by 8' 1/2".

LANDSCAPING: As applicable, landscaping will be installed and maintained according to Section 36-551, Landscaping Requirements for Off-Street Parking Facilities, as amended from time to time. The PUD Narrative states landscaping shall be installed and maintained as applicable to underlying uses of each individual lot, however the landscaping ordinance is applicable when new parking is installed. A landscape plan was not submitted with the application but will be required at Final Plat.

SIGNAGE: Signage allowances for the development are outlined in III. C.4. Signage. Signage will comply with the applicable commercial or residential signage regulations in Chapter 28.

LIGHTING: All exterior lighting shall be installed in conformance with the City of Norman's Commercial Outdoor Lighting Standards (Section 36-549), as amended from time to time

SANITATION: Dumpsters will be utilized for sanitation services in locations shown on the attached Site Development Plan. All locations will be reviewed and approved by City Staff.

EXTERIOR MATERIALS: The exterior of the buildings constructed within the development may be constructed of brick, glass, stone, synthetic stone, stucco, EIFS, masonry, metal accents, and any combination thereof. The applicant may further restrict the exterior materials and aesthetics of the buildings to be developed within the Property through the use of private design guidelines and restrictive covenants.

HEIGHT: There is no height limit for Development Area 1 (commercial). Any multi-family building fully or partially situated within the Height Limit Area, shown on the Preliminary Site Development Plan in Development Area 2, has a height limit of three stories. All other buildings in Development Area 2 have a height limit of six stories.

OPEN SPACE: The open space for the development is shown on Exhibit E, Preliminary Open Space Plan. This shows a total of 14.56 acres, or 26%, impervious surface. The PUD Narrative also states the Preliminary Open Space Plan contemplated approximately 26% of the Property to be open space.

PHASING: The applicant anticipates multiple phases of development. It is expected that the initial phase of development will include Development Area 1 and the portion of Development Area 2 located west of Norman Center Court.

EXISTING ZONING: The property is currently zoned C-2, General Commercial District, RM-6, Medium-Density Apartment District with Permissive Use for a Golf Course, PL, Park Land District, and PUD, Planned Unit Development, Ordinance O-9798-9. The existing PUD portion allows for single-family residential and associated open space.

ALTERNATIVES/ISSUES:

IMPACTS: The proposed use, while more intense than the existing undeveloped traffic patterns, are less intense than the allowable impacts of the current zoning and land use designations. Two new access points to the property are proposed along 36th Avenue SW. It is anticipated that circulation along newly platted interior roads and along Willowbend Road will be

primarily local traffic. The City Traffic Engineer has determined there are no negative traffic impacts anticipated with this project.

OTHER AGENCY COMMENTS:

FIRE DEPARTMENT AND BUILDING PERMIT REVIEW: Items regarding fire hydrants and fire/building codes will be considered at the building permit stage.

PUBLIC WORKS/ENGINEERING: Please see the attached report from Engineering regarding the Preliminary Plat.

TRAFFIC ENGINEER: Please see the attached report from the City Transportation Engineer.

UTILITIES: City Utilities are available in this area with extensions to be completed in accordance with City requirements. Dumpster locations may require revisions but this will be addressed as development occurs to ensure compliance with City requirements.

CONCLUSION: Staff forwards this request for rezoning to a new PUD, Planned Unit Development, for approximately 55.56 acres, and Ordinance O-2425-3 to the Planning Commission for consideration and recommendation to City Council.



CITY OF NORMAN, OK PLANNING COMMISSION MEETING

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Thursday, August 08, 2024 at 5:30 PM

MINUTES

The Planning Commission of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Council Chambers of the Norman Municipal Building, on the 8th day of August, 2024, at 5:30 p.m., and notice of the agenda of the meeting were posted at the Municipal Building at 201 West Gray and on the City website at least 24 hours prior to the beginning of the meeting.

Chair Commissioner Bird called the meeting to order at 5:32 p.m.

ROLL CALL

PRESENT

Commissioner Brewer
Commissioner McDaniel
Commissioner McKown
Commissioner Jablonski
Commissioner Bird
Commissioner Griffith
Commissioner Parker

ABSENT

Commissioner McClure
Commissioner Kindel

STAFF PRESENT

Jane Hudson, Planning & Community Development Director
Lora Hoggatt, Planning Services Manager
Whitney Kline, Admin Tech III
Beth Muckala, Assistant City Attorney
David Riesland, Transportation Engineer
Todd McLellan, Development Engineer
Bryce Holland, Multimedia Specialist

GUESTS PRESENT

Dennis Hooper, 3305 Windjammer St., Norman, OK
Boris Apauasov, 412 Prestwick St., Norman, OK
Paul Owen, 3204 Riverwalk Dr., Norman, OK
Don Brakhage, 3201 Scotts Bluff, Norman, OK
Taber Halford, 515 Miller Ave., Norman, OK
Richard McKown, 4409 Cannon Dr., Norman, OK
Weston White, 708 Scotts Bluff, Norman, OK
Gunner Joyce, 136 Thompson Dr., Norman, OK
BJ Hawkins, 6000 S Western Ave. Ste 300, Oklahoma City, OK

NON-CONSENT ITEMS**Bob Moore Farms North PUD, NORMAN 2025 & Preliminary Plat**

4. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-14: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING THE NORMAN 2025 LAND USE AND TRANSPORTATION PLAN SO AS TO REMOVE PART OF SECTION THIRTY-FIVE (35), TOWNSHIP NINE (9) NORTH, RANGE THREE (3) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE COMMERCIAL DESIGNATION, OPEN SPACE DESIGNATION, HIGH DENSITY RESIDENTIAL DESIGNATION, AND LOW DENSITY RESIDENTIAL DESIGNATION AND PLACE THE SAME IN THE MIXED USE DESIGNATION. (GENERALLY LOCATED SOUTH OF WEST MAIN STREET, WEST OF ED NOBLE PARKWAY, NORTH OF WEST LINDSEY STREET, AND EAST OF 36TH AVENUE SOUTHWEST)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. 2025 Land Use Map
3. Pre-Development Summary
4. CONSIDERATION OF ADOPTION, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2425-3: 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 SECTION THIRTY-FIVE (35), TOWNSHIP NINE (9) NORTH, RANGE THREE (3) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE C-2, GENERAL COMMERCIAL DISTRICT; RM-6, MEDIUM-DENSITY APARTMENT DISTRICT WITH PERMISSIVE USE FOR A GOLF COURSE; PL, PARK LAND DISTRICT; AND PUD, PLANNED UNIT DEVELOPMENT DISTRICT AND PLACE THE SAME IN THE PUD, PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (GENERALLY LOCATED SOUTH OF WEST MAIN STREET, WEST OF ED NOBLE PARKWAY, NORTH OF WEST LINDSEY STREET, AND EAST OF 36TH AVENUE SOUTHWEST)

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Location Map
3. PUD Narrative
4. Site Plan
5. Preliminary Plat
6. Open Space Exhibit
7. Concept Landplan
8. Park Board Report
9. Pre-Development Summary
5. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PP-2425-3: CONSIDERATION OF A PRELIMINARY

PLAT SUBMITTED BY BOB MOORE FARMS NORTH, LLC FOR BOB MOORE FARM NORTH, A PLANNED UNIT DEVELOPMENT FOR APPROXIMATELY 55.56 ACRES OF PROPERTY GENERALLY LOCATED APPROXIMATELY ONE-QUARTER MILE SOUTH OF WEST MAIN STREET ON THE EAST SIDE OF 36TH AVENUE SOUTHWEST.

ITEMS SUBMITTED FOR THE RECORD

1. Staff Report
2. Location Map
3. Preliminary Plat
4. Site Plan
5. Review Form
6. Traffic Analysis
7. Protest Map/Letters

Staff Presentation

Lora Hoggatt, Planning Services Manager, presented the staff report.

Commissioner Jablonski questioned the existing PUD and related residential density. Lora Hoggatt explained that it was R-1 density. Further, he questioned the overlap of the existing PUD with the proposed PUD.

Mr. Jablonski expressed concern regarding a perceived open space discrepancy – the preliminary site plan shows 26% open space, but the PUD document states a minimum of 10%.

Applicant Presentation

Gunner Joyce of Rieger Sadler Joyce LLC, representing the applicant, presented on the proposed PUD.

Commissioner Jablonski restated his concern regarding open space. Mr. Joyce stated that the applicants “locked into” what the site plan displays (26%) and that the PUD document will be updated for cohesion.

Mr. Jablonski inquired about the traffic on Willowbend Road. BJ Hawkins, Traffic Engineering Consultants, Inc., responded that the foreseen traffic impact will be approximately 400 vehicles a day along Willowbend Road.

Commissioner Bird asked whether Aandahl Avenue will be a public or private street. Mr. Joyce responded that it will be a private drive with on-street parking to accommodate additional vehicles, and provide the ability to close the drive for festivals or events.

Public Comments

Dennis Hooper, 3305 Windjammer St., Norman, OK (Protest)
 Boris Apauasov, 412 Prestwick St., Norman, OK (Protest)
 Paul Owen, 3204 Riverwalk Dr., Norman, OK (Protest)
 Don Brakhage, 3201 Scotts Bluff, Norman, OK (Protest)
 Taber Halford, 515 Miller Ave., Norman, OK (Protest)
 Richard McKown, 4409 Cannon Dr., Norman, OK (Support)
 Weston White, 708 Scotts Bluff, Norman, OK (Protest)

Commission Discussion

Commissioner Jablonski acknowledged the housing need and expressed interest in increased density. Mr. Jablonski held that the project would be difficult to approve due to his concerns regarding increased traffic. Further, Mr. Jablonski inquired to whether the neighborhood could be kept quiet while still increasing housing.

Commissioner Brewer stated that the connection between Norman Center Drive and Willowbend Road is necessary to spacing out potential traffic impacts. Mr. Brewer continued that Willowbend Road already acts as a collector street versus a neighborhood street, meaning that residents are not currently the only road users.

Commissioner McKown stated that it can be difficult to envision, but the need for housing is very important. Ms. McKown also appreciated the step-down from 6-stories on the lot interior to 3-stories abutting the residential neighborhood, and including a large amount of open space.

Commissioner Griffith stated that quality, high-density housing is needed but privacy impacts should be mitigated, and proposed installing a traffic light.

Commissioner Bird questioned parking along Willowbend Road. Ms. Bird also appreciated the applicant addressing the need for housing, improving stormwater, and the onsite as well as offsite amenities, including proximity to the library. Ms. Bird ended noting the connection street onto Willowbend is the reason she will have to vote not to approve.

Motion by Commissioner McKown to recommend approval of Resolution R-2425-14, Ordinance O-2425-3, and PP-2425-3; **Second** by Commissioner Griffith.

The motion passed with a vote of 5-2 with Commissioner Bird and Commissioner Jablonski voting against.

File Attachments for Item:

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

ECONOMIC DEVELOPMENT ADVISORY BOARD

TERM: 08/27/24 TO 08/13/27, CHRISTIAN THOMAS, WARD 3

PUBLIC SAFETY OVERSIGHT COMMITTEE

TERM: 08/27/24 TO 02/10/25, ASHLIE DURHAM, WARD 7



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/27/2024

REQUESTER: Mayor Heikkila

PRESENTER: Brenda Hall, City Clerk

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

ECONOMIC DEVELOPMENT ADVISORY BOARD

TERM: 08/27/24 TO 08/13/27, CHRISTIAN THOMAS, WARD 3

PUBLIC SAFETY OVERSIGHT COMMITTEE

TERM: 08/27/24 TO 02/10/25, ASHLIE DURHAM, WARD 7

Christian Thomas and Ashlie Durham are new appointments.

File Attachments for Item:

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



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 07/09/2024

REQUESTER: Brenda Hall

PRESENTER: Brenda Hall, City Clerk

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



DATE: 8/9/2024

TO: Darrel Pyle, City Manager
Shannon Stevenson, Assistant City Manager

FROM: Tim Miles, Capital Projects Manager *TJM*

SUBJECT: Amendment No. 1 to Contract K-1718-53 Tecumseh Rd. at 24th Ave. NW and Flood Ave. in the amount of \$35,000 with Garver for the Tecumseh Road Railroad Grade Separation Planning Grant Application

office memorandum

Tecumseh Road east of Flood Avenue is a vital route for the traveling public and Emergency Services traveling from the east side of Norman to the Norman Healthplex on Tecumseh Road west of I-35. As a result, a grade separation project at the railroad crossing located on Tecumseh Road approximately 0.3 miles east of Flood Avenue has been on City Staff and Council radar for quite some time. City staff believe that a study is necessary to evaluate the options and impacts of a grade separation at this location. We also believe being awarded a planning grant will greatly increase our chances of receiving federal funds for the actual construction project at a later date.

Garver is the consultant working on the Tecumseh Road improvements at 24th Avenue NW and Flood Avenue. The east limits of the proposed improvements will be inside the footprint of the grade separation project. Because of their familiarity of the current project and experience with grade separation projects, we have asked them to prepare the Tecumseh Road Railroad Grade Separation Planning Grant Application. The \$35,000 cost would be paid from funds currently in the Tecumseh Road improvements at 24th Avenue NW and Flood Avenue Project No. UT0015. City staff will need to make a \$35,000 budget transfer from the CONSTRUCTION account to the DESIGN account within Project No. UT0015 to fund Amendment No. 1 to Contract K-1718-53 if you approve this agreement.

Reviewed by: Scott Sturtz, Interim Director of Public Works *SS*

08/13/2024
Date

[Signature]
Signature

- APPROVED BY: Darrel Pyle, City Manager
- DISAPPROVED Shannon Stevenson, Assistant City Manager

Cc: N/A

AMENDMENT NO. 2 1 gm
AGREEMENT FOR PROFESSIONAL SERVICES

This is an amendment, AMENDMENT NO. 2, attached to and made a part of the original AGREEMENT, dated September 12, 2017, between the Norman Tax Increment Authority (OWNER) and Garver, LLC (CONSULTANT) for additional professional engineering services as necessary for the development of a Railroad Crossing Elimination (RCE) Program planning grant application for the existing BNSF Railroad crossing at Tecumseh Road just east of Flood Avenue in Norman, Oklahoma.

WHEREAS, all provisions of Contract No. K-1718-53 not in conflict with this amendment shall hereinafter remain in full force and effect,

WHEREAS, Engineer is prepared to provide additional services in support of the project;

NOW THEREFORE, in consideration of the promises contained in said AGREEMENT and this AMENDMENT NO. 2, Owner and Consultant agree as follows:

ARTICLE 3 - SCOPE OF SERVICES

CONSULTANT shall provide the additional services described in Attachment A, Scope of Services.

ARTICLE 4 - SCHEDULE

CONSULTANT shall exercise its reasonable efforts to perform the additional services described in Attachment A according to the schedule set forth in Section C of Attachment A.

ARTICLE 5 – COMPENSATION

OWNER shall pay CONSULTANT Thirty-five Thousand Dollars (\$35,000.00) for additional services in accordance with Section D of Attachment A. Invoices shall be due and payable upon receipt. OWNER shall give prompt written notice of any disputed amount and shall pay the remaining amount.

ARTICLE 6 – OWNER’S RESPONSIBILITIES

OWNER shall be responsible for all matters described in Attachment D, OWNER'S Responsibilities of the original AGREEMENT.

IN WITNESS WHEREOF, OWNER and Garver, LLC have executed this Amendment No. 2.1 gm
DATED this 13th the day of August, 2024.

The City of Norman
(OWNER)

Signature



Name

DARREL Pyle

Title

CITY MANAGER

Date

8-13-24

Attest:



Secretary

Garver, LLC
(CONSULTANT)

Signature



Name

J. Bret Cabbiness, PE

Title

Sr. Project Manager

Date

8/12/24

Attest:





Contract K1718-53
Amendment #2 *1 gm*

**APPENDIX A
SCOPE OF SERVICES**

Tecumseh Road Railroad Grade Separation Planning Grant Application
Norman, Oklahoma
Garver Project No. – 2401713

BACKGROUND

The City of Norman (City) continues to experience safety and operational issues due to the at-grade rail crossings throughout the City. In order to improve both traffic operations and safety, grade separated rail crossing(s) are needed within the City.

SCOPE OF WORK

Generally, the scope of services includes the development of a Railroad Crossing Elimination Program (RCE) planning grant application for the existing BNSF Railroad crossing at Tecumseh Road just east of Flood Avenue in Norman, Oklahoma.

All professional services rendered and all deliverables for this project will follow the terms and conditions of the City of Norman Engineering Services Contract K1718-53 (Tecumseh Road at 24th Avenue NW and Flood Avenue).

A. Task 1 – Project Administration

1. Garver will attend one kickoff meeting at City offices with up to three (3) Garver team members present to discuss project objectives, internal and external team member roles and responsibilities, communication protocols, document management protocols, and schedule. The meeting will be a hybrid of in-person and online attendees. Garver will prepare a meeting agenda and meeting minutes to document the meeting.
2. Garver will facilitate bi-weekly progress meetings with the City with up to three (3) Garver team members to review the project status, discuss interim findings, discuss technical aspects, obtain information, and review comments, review upcoming activities, and provide schedule updates. The meetings will be a hybrid of in-person and online attendees. Garver will prepare meeting agendas and meeting minutes to document the meetings.
3. Garver will submit the draft Grant Applications to the City prior to compilation of the final applications. Draft submittal will contain an outline with sections marked for inclusion in subsequent draft and identify any information or action items required to be provided by the City.
4. Garver will prepare and provide monthly progress/status reports, sufficient to support monthly billings. Monthly status reports shall be submitted with monthly invoices and project updates.

B. Task 2 – Rail Crossing Elimination Program (RCE) Planning Grant Preparation

The purpose of the RCE Program is to fund highway-rail or pathway-rail grade crossing improvement projects that focus on improving the safety and mobility of people and goods. This Notice of Funding Opportunity (NOFO) is funded through the advanced appropriation in Division J of the Infrastructure Investment and Jobs Act (IIJA). The RCE Program provides a Federal funding opportunity to improve American rail infrastructure to enhance rail safety, improve the health and safety of communities, eliminate highway-rail and pathway-rail grade crossings that are frequently blocked by trains, and



Contract K1718-53
Amendment #2

reduce the impacts that freight movement and railroad operations may have on underserved communities. Discretionary grant awards, funded through the RCE Program, will support projects that improve safety, economic strength and global competitiveness, equity, and climate and sustainability, consistent with the U.S. Department of Transportation's (DOT) strategic goals.

Garver will prepare a planning grant application that generally follows the outline as indicated below:

1. Criteria

a. Eligibility, Completeness, and Applicant Risk Review

b. Evaluation Criteria

i. Project Benefits

- Improve safety at Highway-Rail or Pathway Rail Grade Crossings.
- Grade separate, eliminate, or close crossings.
- Enhance mobility for people and goods.
- Reduce emissions, benefit the environment, and community (including noise reduction).
- Improve emergency services access including direct and an uninterrupted route to regional medical facilities/hospital.
- Enhance community access.
- Enhance future Rapid Transit/Commuter Rail services.
- Provide economic benefits (i.e., Benefits/Cost Analysis).
- Utilize local labor incentives within federal law.

ii. Technical Merit

- Appropriateness of tasks and subtasks to achieve project outcomes.
- Strong project readiness and compliance with RCE Program requirements.
- Qualifications of key personnel and organizations to execute the project successfully.
- Inclusion in relevant state freight, commuter rail, or highway-rail plans.
- Utilization of innovative technologies, designs, materials to reduce emissions.
- Incorporation of financial support from rail carriers.
- Improvement of multi-mode transportation and accessibility.

c. Selection Criteria

- Address Program Preferences and DOT Strategic Goals:

A Safety

- Foster a safe transportation system, reduce fatalities and injuries.
- Enhance safety at crossings, reduce trespassing incidents, upgrade infrastructure.

B Equitable Economic Strength and Improving Core Assets

- Contribute to economic progress, job creation, industry growth.
- Support good-paying jobs, use of labor agreements, apprenticeships, local hiring.

C Equity and Barriers to Opportunity

- Address equity, mitigate rail-related community impacts, promote diversity.
- Engage impacted communities, accommodate disabilities, consider community feedback.



Contract K1718-53
Amendment #2 *gm*

- D Climate Change and Sustainability
 - Reduce climate change effects, improve resilience, energy efficiency.
 - Recycle or redevelop existing infrastructure.
- E Transformation of Our Nation's Transportation Infrastructure
 - Expand and enhance rail network, balance capacity increase and maintenance.
 - Improve congested corridors, maintain aging assets.
- F Eliminating Crossings and Making Corridor-Wide Improvements
 - Eliminate crossings through grade separations, track relocations, and improvements.
- G Geographic Diversity
 - Consider geographic diversity, system size, prior awards for fund allocation.

C. Schedule

The following schedule milestones for submittals to the City are anticipated for this project with anticipation of final submittal of the RCE grant application to Federal Railroad Administration (FRA) in September 2024.

Milestone Description	Milestone Date
RCE Draft Grant Application	September 15, 2023
RCE Final Grant Application	September 19, 2023

D. Fee

The fee for the development of the RCE grant application is lump sum cost of \$35,000.00. Invoices may be submitted on a monthly basis. Monthly progress status reports shall also be submitted with monthly invoices.

File Attachments for Item:

6. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MONTHLY DEPARTMENTAL REPORTS FOR THE MONTH OF JULY, 2024.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 8/27/2024

REQUESTER: Stacey Parker, Executive Assistant

PRESENTER: Stacey Parker, Executive Assistant

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MONTHLY DEPARTMENTAL REPORTS FOR THE MONTH OF JULY, 2024.

City of Norman



Monthly Departmental Report

July 2024

MONTHLY PROGRESS

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CITY CLERK 1

CITY CLERK

MONTHLY PROGRESS REPORT
July 2024

ACTION CENTER				
DEPARTMENT	CALLS	CALLS YTD	ADDITIONAL CONTACTS	ADDITIONAL CONTACTS YTD
Animal Welfare	15	15	0	0
Bus Service	0	0	0	0
CDBG	0	0	0	0
City Clerk	51	51	0	0
City Manager/Mayor	4	4	0	0
City Wide Garage Sale	0	0	0	0
Code Enforcement	37	37	4	4
Finance	2	2	0	0
Fire/Civil Defense	3	3	0	0
Human Resources	6	6	0	0
I.T.	2	2	0	0
Legal	9	9	0	0
Line Maintenance	19	19	0	0
Municipal Court	6	6	0	0
Noise Complaint	0	0	0	0
Norman Forward Questions	0	0	0	0
Outreach	2	2	1	1
Parks & Recreation	18	18	1	1
Permits/Inspections	104	104	0	0
Planning	14	14	0	0
Police/Parking	48	48	1	1
Public Works	22	22	1	1
Recycling	0	0	0	0
Sanitation	50	50	0	0
Sidewalks	1	1	1	1
Storm Debris	0	0	0	0
Storm Water	8	8	0	0
Streets	21	21	2	2
Streets Lights	0	0	0	0
Traffic	16	16	2	2
Utilities	38	38	3	3
WC Questions	0	0	0	0
WC Violations	0	0	0	0
July Total:	496	496	16	16

LICENSES

Twenty-One new licenses and five renewals were issued during the month of July. Following is a list of each license type and the number issued for that specific type:

LICENSE TYPE	NUMBER	FYE	LICENSE TYPE	NUMBER	FYE
	ISSUED	YTD		ISSUED	YTD
Bee Keeper	0	0	Retail Beer	0	0
Brewer	0	0	Retail Spirits Store	0	0
Coin-Operated Devices	0	0	Retail Wine	0	0
Distiller	0	0	Salvage Yard	0	0
Food	10	10	Sidewalk Dining	0	0
Game Machines	0	0	Solicitor/Peddler (30 day)	1	1
Impoundment Yard	0	0	Solicitor/Peddler (60 day)	2	2
Kennel	1	1	Solicitor/Peddler (one day)	0	0
Medical Marijuana Dispensary	1	1	Special Event	0	0
Medical Marijuana Grower	1	1	Strong Beer & Wine/Winemaker	0	0
Medical Marijuana Processor	0	0	Taxi/Motorbus/Limousine	2	2
Medical Marijuana Testing Laboratory	0	0			
Mixed Beverage	0	0	Temp Food (one day)	0	0
Mixed Beverage/Caterer	3	3	Temp Food (30 day)	1	1
Pawnbroker	0	0	Temp Food (180 day)	4	4
Pedicab	0	0	Transient Amusement	0	0
YTD License Total:	16	16		10	10

NEW ESTABLISHMENT LICENSES		
NAME	ADDRESS	LICENSE TYPE(S)
Priscillas Garden Constitution	2219 S. Main Avenue	Medical Marijuana Dispensary
New Moon Cultivation	3001 36 th Avenue NW	Medical Marijuana Grower
NCED Conference Center/Hotel	281 East Hwy 9	Taxi/Motorbus/Limousine
Isushi	762 Asp	Mixed Bev/Caterer
Loui's	3510 24 th Avenue	Food/Mixed Bev/Caterer
Luxe Life Café	1060 Rambling Oaks Drive	Food Service
Krave Teriyake-Norman	308 Thornebrook	Food Service
Wingstop	11300 North Central	Food Service
Jimmy John's Sandwiches	320 W Robinson	Food Service
Dragon Tea House	1915 Classen Boulevard # 113	Food Service
Downtown Pantry	222 S. Porter	Food-Community Resource Refrigerator

SOLICITOR/PEDDLER LICENSE		
60 DAY	30 DAY	1 DAY
777 Roofing & Construction		
Environmental Pest Control		
	Southwestern Advantage	

TEMPORARY FOOD PERMITS		
180 DAY	30 DAY	1 DAY
Judy's Food Trailer		
Abu Omar halal		
Travelin Tom's Coffee		
Kona Ice Norman		
	Willie Mae's Sole Food	

CLAIMS FILED

DATE FILED	NAME	JUSTIFICATION	AMOUNT
07/05/2024	OG&E	Claimant alleges that the City of Norman was installing a sign and damaged OG&E cable located at 1301 Ann Arbor Drive on September 21, 2023.	\$ 794.23
07/09/2024	OG&E	Claimant alleges that on or about November 2, 2023, City of Norman employees were demoing a sidewalk and damaged OG&E facilities in the area of Miller & Castro, Norman OK.	\$ 7,569.61
07/12/2024	OG&E	Claimant alleges that the City of Norman damaged their underground line located at 2000 Cloverdale Lane. Damage was discovered on October 13, 2023.	\$ 990.80
07/17/2024	Andres Vergara	Claimant alleges that on October 18, 2023, he was involved in an auto accident at W. Gray Street and N. Webster Avenue with Norman Police Animal Welfare Vehicle.	\$82,600.00
07/18/2024	Vicky Ide	Claimant alleges that on May 24, 2024, that upon calling the City of Norman regarding running water over her yard and into the gutter, an employee was sent out to investigate the leak, said employee told her it was between the house and the street and she was responsible for the repair. Upon hiring a contractor to dig up and fix the leak, it was discovered that the leak was on the neighbors' property.	\$ 468.00
07/30/2024	James Litchfield	Claimant alleges that on May 27, 2024, he was involved in an accident with a City of Norman Sanitation vehicle.	\$ 8,279.25

CONFERENCE MEETING

On July 9, 2024, City Council met in a Conference Meeting to discuss amendments to the Contract between Food and Shelter and the City to operate an Emergency, Low-Barrier Shelter known as "A Friend's House" and to discuss alternative locations for a Permanent Homeless Shelter.

SPECIAL SESSION

On July 16, 2024, City Council met in a Special Session to discuss the project proposal that would require the vacating of Comanche Street, discuss procedures for pursuing abatement of dilapidated structures, discuss payment for SRO's from the Norman Public School District for the 2023-2024 school year and consider adjourning into Executive Session as authorized by Oklahoma Statutes, Title 25 § 307 (B) (4) to discuss pending litigation in the case of Nations ET AL v. City of Norman Et AL., Case No CV-2024-2035 TB.

SPECIAL SESSION (continued)

On July 23, 2024 City Council met in a Special Session to consider adjourning into an executive session as authorized by Oklahoma Statutes, Title 25 § 307 (B) (3) to discuss the possible purchase of real property located at 214 South Lahoma Avenue.

STUDY SESSION

On July 30, 2024, City Council met in a Study Session to discuss the City of Norman's Infrastructure needs related to the Oklahoma Turnpike Authority's Access Program.

CITY MANAGER 2

No reports are being generated for the Monthly Department Report from the City Manager's Office, as of Jan 2023.

FINANCE 3

CITY OF NORMAN

Department of Finance
Monthly Report – July 2024

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

Treasury Division:

In the month of July, the Treasury Division processed 42,411 payments in person and over the phone, an increase of 4.6% from last month. Paymentus (the City's 3rd party processor of online and automated telephone payments) processed 14,072 payments in July, a decrease of -6.4% from last month.

General Fund Revenues & Expenditures:

When comparing General Fund revenue sources versus budgeted levels, revenues are below target for the month of July by -29.3%. Revenues from the City's largest single source of revenue, sales tax, are below target by -2.6% for the year to date and -2.7% below last fiscal year. Following is a summary table regarding General Fund revenues and expenditures to-date.

	FYE 25 Budget To Date	FYE 25 Actual To Date	FYE 24 Actual To Date	FYE 23 Actual To Date
Sales Tax Revenue	\$4,690,271	\$4,566,323	\$4,694,112	\$4,434,031
General Fund Revenue	\$9,037,539	\$6,387,935	\$6,807,070	\$6,773,361
General Fund Expenses	\$9,053,221	\$8,197,895	\$6,993,624	\$6,573,913

Administration Division

	FYE 25		FYE 24	
	July	YTD	July	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	320.00	320.00	320.00
Total Comp Time Available	4.75	4.75	1.50	1.50
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	324.75	324.75	321.50	321.50
Benefit Hours Taken	64.00	64.00	64.00	64.00
TOTAL ACCOUNTABLE STAFF HOURS	260.75	260.75	257.50	257.50
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

ACCOUNTING 3A

Accounting Division

	FYE 25		FYE 24	
	July	YTD	July	YTD
Total Regular Hours Available	960.00	960.00	1,120.00	1,120.00
Total Comp Time Available	5.75	5.75	2.50	2.50
Total Overtime Hours	23.00	23.00	9.50	9.50
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	988.75	988.75	1,132.00	1,132.00
Benefit Hours Taken	146.25	146.25	211.00	211.00
TOTAL ACCOUNTABLE STAFF HOURS	842.50	842.50	921.00	921.00
 PERMANENT PART-TIME				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Comp Time Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
Total Bonus Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00
Benefit Hours Taken	0.00	0.00	0.00	0.00
TOTAL ACCOUNTABLE STAFF HOURS	0.00	0.00	0.00	0.00
 TEMPORARY				
Total Regular Hours Available	0.00	0.00	0.00	0.00
Total Overtime Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	0.00	0.00	0.00	0.00

CITY REVENUE REPORTS 3B

City Revenue Report

	FYE 24 June	FYE 25 July	Plus/Minus
Total Revenue Received (\$)	\$5,046,597	\$5,726,180	\$679,583
Utility Payments - Office (#)	40,547	42,411	1,864
Utility Payments - Office (\$)	\$4,868,375	\$5,518,644	\$650,269
Paymentus (#)	15,037	14,072	(965)
Paymentus (\$)	\$1,521,251	\$1,509,661	(\$11,590)
Lockbox (#)	8,189	8,920	731
Lockbox (\$)	\$1,372,843	\$1,585,904	\$213,061
E-Lockbox (#)	3,396	3,826	430
E-Lockbox (\$)	339,355	437,313	\$97,958
Bank Draft Payments (#)	11546	13015	1,469
Bank Draft Payments (\$)	\$1,200,543	\$1,426,385	\$225,842
Utility Deposits (#)			\$0
Utility Deposits (\$)			\$0
Fix Payments (#)			\$0
Fix Payments (\$)			\$0
Processed Return Checks (#)	109	104	(5)
Processed Return Checks (\$)	(\$16,020)	(\$13,100)	\$2,920
Other Revenue Transactions (#)			\$0
Other Revenue Received (\$)			\$0
Accounts Receivable Payments (\$)	85,626	20,414	(\$65,212)
Municipal Court - Fines/Bonds (\$)	178,223	207,536	\$29,313
Municipal Court - Credit Card (#)	339	582	243
Municipal Court - Credit Card (\$)	67,899	110,658	42,759
Building Permits Cash Report (\$)	0	0	\$0
Building Permits Credit Card (#)	0	0	0
Building Permits Credit Card (\$)	\$0	\$0	\$0
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 (\$)	0	0	\$0
Accounts Receivable Billed (\$)	\$62,682	\$53,451	(\$9,231)

Building Permits/Planning/City Clerk went to a new system in the beginning of November. The reporting is not matching up with the deposits. We are still trying to figure out the best way to report it and subsequently I haven't got the info to include on my daily reports.

This affects the Total Revenue Received as well.

Budget Services Division

	FYE 25		FYE 24	
	July	YTD	July	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	320.00	320.00	320.00	320.00
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 Furlough Hours	0.00	0.00	0.00	0.00
TOTAL HOURS AVAILABLE	320.00	320.00	320.00	320.00
Benefit Hours Taken	77.25	77.25	48.25	48.25
TOTAL ACCOUNTABLE STAFF HOURS	242.75	242.75	271.75	271.75
 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

Treasury Division

	FYE 25		FYE 24	
	July	YTD	July	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	800.00	800.00	712.00	712.00
Total Comp Time Available	14.00	14.00	2.75	2.75
Total Overtime Hours	28.00	28.00	33.50	33.50
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	842.00	842.00	748.25	748.25
Benefit Hours Taken	150.25	150.25	192.50	192.50
TOTAL ACCOUNTABLE STAFF HOURS	691.75	691.75	555.75	555.75
 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

UTILITY 3C

Utility Division

	FYE 25		FYE 24	
	July	YTD	July	YTD
PERSONNEL HOURS - FULL TIME				
Total Regular Hours Available	1,120.00	1,120.00	1,120.00	1,120.00
Total Comp Time Available	4.00	4.00	20.50	20.50
Total Overtime Hours	77.50	77.50	44.50	44.50
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	1,201.50	1,201.50	1,185.00	1,185.00
Benefit Hours Taken	191.50	191.50	207.75	207.75
TOTAL ACCOUNTABLE STAFF HOURS	1,010.00	1,010.00	977.25	977.25
 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

Drive-up Window and Mail Payments - FYE 2025

	24-Jun	24-Jul
Mail Payments - Lockbox	8,189	8,920
Mail Payments - E-Lockbox	3,396	3,826
Mail Payments - Office	312	347
Total Mail Payments - Subtotal	11,897	13,093
Night Deposits	143	174
Paymentus Payments	15,037	14,072
Without assistance paymnts - Subtotal	15,180	14,246
Office Payments	2,034	2,155
With assistance payments - Subtotal	2,034	2,155
Total Payments Processed - Subtotal	29,111	29,494
Bank Draft (ACH) Payments	11546	13015
Total Payments (Utility)	40,657	42,509
Total Payments	58,222	58,988

Traffic Counter at Drive-up Facility

Night Drop *	Counter is broken		
8-5 Drive-up Window Customers *	Counter is broken		
Total Traffic Counter		0	0

* These figures are included in the above Total Customer Contact Payments.

Utility Division Activity Report - FYE 2025

	FYE 25		FYE 24	
		YTD		YTD
STATUS REPORT				
Regular Utility Accounts Billed	45,692	45,692	44,431	44,431
New Deposit Ons Billed	1,101	1,101	928	928
Final Accounts Billed	992	992	781	781
TOTAL METERS READ	47,785	47,785	46,140	46,140

FIRE DEPARTMENT 4



NFD Monthly Progress Report July 2024

Incident Response Type Summary

Incident Type	Total	% of Total
1 - Fire	33	1.96%
2 - Overpressure Rupture, explosion, Overheat - No Fire	0	0.00%
3 - Rescue & emergency	1030	61.13%
4 - Hazardous Conditions (No Fire)	26	1.54%
5 - Service Call	152	9.02%
6 - Good Intent Call	337	20.00%
7 - False Alarm & False Call	90	5.34%
8 - Severe Weather & Natural Disaster	0	0.00%
9 - Special Incident Type	1	0.06%
Incomplete Reports	16	0.95%
Total Incident Count (Unique Calls)	1685	100.00%
Number of Total Unit Responses	2080	

Total Fire Loss \$24,520.00

	Number of First-In Calls	Average Time/Seconds	Average Time/Minutes
Station #1	381	284	0:04:44
Station #2	210	305	0:05:05
Station #3	266	381	0:06:21
Station #4	187	327	0:05:27
Station #5	70	605	0:10:05
Station #6	53	460	0:07:40
Station #7	186	349	0:05:49
Station #8	135	375	0:06:15
Station #9	193	342	0:05:42

Community Outreach

Tours and Special Events	19	Station Tours, Fireworks Support, Parades, Career Days, Community Events
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Burn Permits

Burn Permits Issued	184	Conditions were favorable for burning 16 days in July
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Training

Total Personnel Training Hours	1704	Mgmt/Supvsr, Hazmat, Wildland, Special Healthcare, Swiftwater, Peer Support, Elevator
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NFD Monthly Progress Report July 2024

Total Calls By Unit

	Total Number of Responses	District 1	District 2	District 3	District 4	District 5	District 6	District 7	District 8	District 9
NFD3*	11	1	2	2	2	0	1	1	0	2
Chief 301	10	2	2	0	2	0	0	2	2	0
Chief 302	17	0	4	4	0	0	0	6	2	1
Chief 303	13	3	2	0	1	0	0	5	2	0
Chief 304	11	2	2	1	1	0	0	3	1	1
Chief 401	7	0	2	0	1	0	2	2	0	0
Chief 402	15	1	0	4	0	2	3	3	0	2
Chief 403	4	0	1	1	0	0	2	0	0	0
Chief 404	5	2	0	0	1	1	1	0	0	0
Engine 1	360	341	0	6	0	0	0	10	0	3
Brush 1	9	6	0	2	0	0	0	1	0	0
Ladder 1	60	45	3	4	2	0	0	3	0	3
Engine 2	228	1	209	6	5	0	0	6	1	0
Brush 2	10	0	7	2	0	0	0	0	1	0
Ladder 2	14	2	3	2	2	0	0	3	0	2
Engine 3	275	2	2	263	0	0	0	1	3	4
Brush 3	3	0	0	3	0	0	0	0	0	0
Engine 4	197	1	8	1	183	0	0	2	2	0
Brush 4	6	0	3	1	0	0	0	0	2	0
Tanker 4	1	0	0	0	0	0	0	0	1	0
Engine 5	12	0	0	0	0	9	3	0	0	0
Brush 5	79	0	0	0	0	74	5	0	0	0
Engine 6	24	0	0	0	0	3	20	0	0	1
Brush 6	62	0	0	1	0	6	52	0	0	3
Lake Boat 6	1	0	0	0	0	0	1	0	0	0
Rescue 7	2	0	0	0	0	0	0	1	1	0
Squad 7	212	4	5	4	4	0	0	185	8	2
Brush 7	3	0	0	0	0	0	0	2	1	0
Engine 8	145	0	1	0	5	0	0	5	134	0
Brush 8	2	0	0	0	0	0	0	0	2	0
Tanker 8	3	0	0	0	0	0	1	0	2	0
Engine 9	208	4	0	5	0	1	4	1	0	193
Brush 9	4	1	0	0	0	0	2	0	0	1
Tanker 9	5	0	0	0	0	1	3	1	0	0
EM1*	11	1	2	2	2	0	1	1	0	2
EMS1*	14	1	2	3	2	0	1	2	0	3
Fire Marshal 1	2	0	1	0	0	0	0	1	0	0
Fire Marshal 2	3	1	0	1	0	1	0	0	0	0
Fire Marshal 3	9	1	2	0	2	0	0	2	1	1
Fire Marshal 4	10	1	1	3	0	0	1	2	1	1
Fire Marshal 5	13	4	2	2	1	0	1	1	1	1
	2080	427	266	323	216	98	105	254	165	226

*EM1, EMS1 and NFD3 are "notified" of certain calls. They may or may not actually go on scene.

EMERGENCY MANAGEMENT DIVISION ACTIVITIES

Emergency Management Division

July 31, 2024

<p>Regular Monthly Scheduled Activities</p>	<p>Meetings are held at the Cleveland County Wellness Center unless otherwise noted.</p>
<p>Each morning at 7:00 am, a silent test of the outdoor warning system is conducted</p>	<p>The test provides an operational snapshot of the status of the system. This information provides information if a unit needs maintenance and if it is operating properly</p>
<p>Each Monday morning at 10:00 am, the National Weather Service conducts a video call regarding the upcoming weekly weather.</p>	<p>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 general 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.</p>
<p>Each Tuesday evening at 6:30 pm, ELMER night with the Amateur radio club (SCARS, www.w5nor.org) at the Fire Training Center (South Canadian Amateur Radio Society)</p>	<p>The club mentors other HAMS, works on projects and equipment, provides general support to the City and Public on Amateur operations</p>
<p>Each Wednesday Morning 9:15 am</p>	<p>The club mentors other HAMS, works on projects and equipment, provides general support to the City and Public on Amateur operations</p>
<p>Each first Thursday evening of the month is amateur radio testing night at 6:00 pm</p>	<p>Radio test with State Emergency Management. This tests the local and statewide capability for voice communication to the State office and to other jurisdictions.</p> <p>Open to the public, the club provides the opportunity for the</p>

<p>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</p>	<p>community to test for their Amateur license or upgrade a license. Note: the FCC has been directed to start charging for testing. Effective date is TBD</p> <p>Audible test of the outdoor warning system is conducted for 60 seconds. Three units are sounded for 20 seconds due to being a public park venue.</p>
<p>Second Thursday of each month is the Norman Emergency Response Team Volunteers and the Medical Reserve CORPS members to meet, network and discuss preparedness support and collaboration with the Cleveland County Health Department on use of the Medical Reserve Corps. This meeting has been moved to the Cleveland County Wellness Center.</p>	<p>The Volunteer meeting at 6:30 pm. At 6 pm we meet for social time before the meeting. Usually we have snacks and drinks. This networking allows for camaraderie and building relationships during different organizations. City staff is always welcome.</p>
<p>Each Third Thursday of the month is reserved for Division Staff duties and collaboration with the Disaster Assistance Teams (DAT) of the American Red Cross</p>	<p>Meetings are conducted at the Fire Training Center and usually held on an as needed basis.</p>
<p>Local Emergency Preparedness Committee</p>	<p>Meets quarterly (Meets at 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. Also, the LEPC is part of the oversight for the Citizens CORPS Council of Norman. A report on activities is provided each meeting.</p>

Other Emergency Management Activities	
Planning Meeting for Upcoming Events each first Friday of the month	2024 is a busy year for supporting events. EM Division will conduct a planning meeting with CCHD and NERVT to plan support for a 30/60/90/ day schedule
Local Response	
Red Cross Coordination for burnouts. July resulted in 0 call out for assistance.	With the reorganization in the Red Cross and the turmoil of having an in-home fire, the volunteers or I, when called, will respond to the scene, (physically or by phone and assist the family in coordination with the Red Cross to provide immediate assistance.
July 13-19, 2024, Norman EM coordinated a Youth Preparedness Camp at Murray State College in Tishomingo. This was an excellent camp supported by 6 County EM organizations, the Medical Reserve CORPS and alumni students from previous camps. This camp also included water safety training.	This camp provided teens with preparedness skills, leadership skills and team building. Hands on skills included fire suppression, Utility controls, light search and rescue and basic first aid. Point to note is this may be the last of such camps as the newly re-established Homeland Security office has indicated they will no longer support the program.
Norman Response Volunteers and the MRC volunteers supported the annual Norman Conquest. On July 13, 2024.	This annual bike rides provides a funding source for the JD McCarty Center. Hundreds of bike riders choose from a short course or a long course to complete. The volunteers provide rehab and medical support for the riders.
Future Projects are being planned for PSST funding, legal opinion for Emergency Management to receive PSST money was positive	The vote of the people approved funding for a new facility for dispatch and a new emergency operations center. The primary focus was the dispatch

	<p>operation. At one point the EOC portion was dropped from the plans. The final project allowed for a minimum EOC facility. Emergency Management was not included in the majority of the planning nor budget planning. The PSST project was approved to include the EOC. However, budgeting for support the EOC was minimal and did not include funding for the operational aspects of an EOC. Norman EM budget was required to fund those portions not properly planned for. Such items as radio equipment, antenna configurations, cabling all to be funded by the EM base budget.</p>
<p>New EOC facility</p>	<p>EM continues to have to fund most of the need from budget funding. An approval from the PSST funds for automation equipment was given. Once occupied there will be a listing of needed modifications created to best suit the needs of the EOC. The external tower was installed and the radio room equipment has been identified and request. An administrative assistant position has been needed and will be requested again.</p>
<p>Community Preparedness Events</p>	
<p>Demand for the Medical Reserve CORPS\Norman Response Volunteers continues to increase.</p>	<p>Anticipation of supporting several community event venues increases the ability to enhance preparedness in the community. The addition of having a UAV pilot in the group expands the capability to the community.</p>

The upcoming fall season will be extremely busy	We have requests from various organizations to provide services and look forward to a robust season
Disaster Reimbursement Status	
FEMA has instituted a new process for reimbursement claims. As with any new process there are many issues to be worked through.	It is vital for Volunteers to ensure their time has been recorded. Volunteer hours are dollars for a jurisdiction. The hours go to meeting cost share and having a value added impact for the local jurisdictions.
A long Term Recovery Committee has formed to those affected by the February 2024 tornado.	This storm was not a declared storm and the LTRC can coordinate assistance for those residents that still have unmet needs.
Mitigation Grant Status	
Many Divisions are applying for mitigation funds for various projects	Norman EM has the role of oversight in the Mitigation grant efforts of the city and will continue to support applications
Severe Weather Issues	
National Weather Service Storm Spotter Training	NWS Norman Spotter Schedule (weather.gov)

July 2024 Fire Prevention Activity Summary

Prevention Department Update and Activities

Training	57 hours	Community Risk, Evidence Collection, Preservation and Forensic Labs, Multi-agency training, etc
Inspection/Re-Inspection Activities	80 hours	Certificate of Occupancy, Occupancy Loads, Daycare, Fire Alarm, Fire Suppression System, General, Food Trucks, Schools, Fire Watch, Fireworks
Smoke Detectors	16	Check/Install Smoke Detectors/Replace Batteries/Bed Shakers
Investigations	11	1 Joint, 7 Closed (1 Arrest), 0 Complete, 3 Pending
Investigative Activities	45 hours	Fire Scene Investigation, reports, OSBI, Court Appearances, interviews/Interrogation, Obtain Warrant, File Charges
Department Meetings	22 (21 hours)	Shift Change Meetings, Staff Meeting, Crime Stoppers
Station & Equipment Maintenance	28 hours	Daily checks, supplies replenishing, cleaning & organization, drone updates and maintenance
Public Service/Education & Special Events	7	Public education, city events

Planning Officer Activities

Fire Planning Activities	Number	Staff Hours
Building Plan Reviews	22	23
Fire Protection System Plan Reviews	8	19
Building Inspections/Re-inspections	43	29
Meetings	10	13
Training (credit hour class/ target solutions/ FP plan review)	4	22
Communication	N/A	10
Totals		121
Time Off (VAC, SICK, Holiday)	N/A	20

HUMAN RESOURCES 5

HUMAN RESOURCES
Monthly Report
July 2024

Item 6.

HUMAN RESOURCES

Total number of Employees: 1116

Orientations: 3 – 13 new hires

*All orientations require input from each area of the Human Resources Department

Terminations: 10

ADMINISTRATION

- FMLA cases – 6 new cases
- Processed invoices and reconciled expense accounts
- Coordinated Birthday/Anniversary post card mail outs
 - 65 birthday and 71 anniversary

BENEFITS

New Enrollments: 2

Benefit Participation		
	#	%
Medical	827	96%
Dental	787	92%
Vision	587	68%
Disability	426	50%
Supplemental Life	435	51%

** Total Benefit Eligible Population: 858*

Claims		
Rx Claims		
	ACTIVE	\$281,420.09
	RETIREE	\$ 12,006.75
	COBRA	\$ -
	HSA	\$ -
Medical Claims		\$ 598,210.00
Dental Claims		\$ 89,707.77
Death Claims		0

PERSONNEL ACTIONS

NEW HIRES – 8

Dept./Div.	Position	Number of Employees
Parks & Rec/Recreation	Recreation Center Specialist	1
Parks & Rec/Tennis	Tennis Shop Attendant	1
Police/Staff Services	Records Clerk	1
Public Works/Fleet	Fleet Service Technician	1
Public Works/Streets	Maintenance Worker I	1

Utilities/WLM	Laborer	1	Item 6.
Utilities/WLM	Utility Distribution Worker I	2	

PROMOTIONS – 3

Dept./Div.	Position	Number of Employees
Police/Emergency Communications	Communications Officer III	1
Police/Staff Services	Parking Service Officer	1
Public Work/Traffic	Maintenance Worker II	1

DEMOTION – 1

Dept./Div.	Position	Number of Employees
Finance/Utility Billing Customer Service	Utility Billing Service Rep	1

SEPARATIONS – 10

Dept./Div.	Position	Number of Employees
City Attorney's Office	City Attorney	1
Finance/Utility Billing Customer Service	Utility Billing Service Rep	1
Parks & Rec/Recreation	Recreation Center Specialist	1
Parks & Rec/Westwood Pool	Slide & Gate Attendant	1
Parks & Rec/YFAC	Lifeguard Leader	1
Parks & Rec/YFAC	Recreation Leader I	2
Police/Staff Services	Police Officer	1
Utilities/WLM	Utility Distribution Worker I	1
Utilities/WRF	Laborer	1

TURNOVER STATS

Department	No. of Employees	No. of Terminated Employees	Turnover Rate
City Manager	15		0.00%
City Clerk	6		0.00%
Finance	23	1	4.35%
Fire	164		0.00%
Human Resources	10		0.00%
Information Technology	17		0.00%
Legal Department	9	1	11.00%
Municipal Court	12		0.00%
Parks & Recreation-Total	81	5	6.17%
Planning & Comm Dev.	38		0.00%
Police	256	1	0.39%
Public Works	125		0.00%
Utilities	159	2	1.23%

RECRUITMENT

Positions Requisitioned for Refill by Department/Division (# of vacancies)

included positions are Full Time unless otherwise indicated as Part Time (PT) or Seasonal PT

Parks & Recreation

Item 6.

PT Recreation Technician (2)	PT* All Locations – Recreation Center Specialist
Program Coordinator (1)	
Police	
Police Officer (19)	Animal Welfare Technician (1)
Veterinary Technician (1)	Animal Welfare Officer (1)
Public Works	
Engineering - City Surveyor (1)	Capital Projects Engineer (1)
Mechanic II (Transit) (1)	
Utilities	
Sanitation - Sanitation Worker I (2)	Sanitation Worker II (1)
Human Resources	
Recruiter (1)	
City Clerk	
Admin Tech III – (1)	
City Manager	
Communications & Engagement Coordinator (1)	

DAYS TO FILL

Full Time Position	Hire Date	Date Posted	Days to fill
Utility Distribution Worker I (2)	7/1/24	6/5/24	26
Maintenance Worker I	7/5/24	3/28/24	99
Fleet Service Technician	7/19/24	4/22/24	88
Police Records Clerk	7/19/24	11/22/23	240
Sanitation Worker I	7/26/24	4/24/24	93
Traffic Mngt Center Engineer	7/26/24	3/14/24	134
Firefighter	7/29/24	5/29/24	61

PT/Seasonal Position	Hire Date	Date Posted
Recreation Center Specialist	7/3/24	Ongoing
Tennis Shop Attendant	7/23/24	Ongoing
Lifeguard	7/30/24	Ongoing
Aquatic Facility Maintenance I	7/24/24	Ongoing

*393 registrations/applications to our openings, 12 new requisitions opened.

SAFETY

Fitness for Duty Meetings

Department	Number Held
Parks & Rec/Facility Maintenance	1
Parks & Rec/Park Maintenance	1

Return to Work Meetings

- Completed ADA Open Discussion – Bring Your Barriers training presented by BlueDAG.
- Completed Minimizing Implicit Bias for HR Professionals presented by Rocky Mountain ADA Center Training.

CSR:

Employee Resource Groups (ERGs): LGBTQ+ Alliance met to discuss an upcoming movie night as well as a book club and other activities for the group. The Alliance of Black Employees (ABE) met to honor the outgoing president and to gauge interest in the ERG.

- Completed “The Power of Generational Diversity in the Workplace” 2024 Women’s Leadership Series presented by Gallagher.
- Presented National Ice Cream Month event for employees to come out and socialize with one another while cooling off with a cold treat!

Committees:

Human Rights Commission (HRC) – The monthly meeting took place on Monday, July 22, 2024, at the Development Center as the conference room in City Hall was being renovated. Chair Aisha Ali discussed ways to fill the vacancies on the Human Rights commission. There have been numerous applicants from different communities that have applied in the last two months. A tentative date was set for the 2025 Interfaith Breakfast. Commissioners are all looking into speakers and locations for the event. The next meeting will be held on Monday, August 26, 2024, at City Hall.

ADA Citizen’s Advisory Committee – The ADA Citizen’s Advisory Committee’s next quarterly meeting will held be on Monday, September 9, 2024, at City Hall.

Cleveland County disABILITY Coalition – The monthly meeting took place on Tuesday, July 2, 2024. RoseAnn Duplan provided a legislative update. The interim study list has been released. Disability related items that are being discussed are as follows:

- Oversight and Protection of Vulnerable Adults
- End of Life Care
- Dual Diagnosis (ID and Mental Health)
- IDEA and expansion of Part C

Chair Kelli Freeman with Oklahoma Work Incentives Planning and Assistance Project (OWIPA). The OWIPA Project provides direct work incentives planning and assistance services to disability beneficiaries receiving Supplemental Security Income (SSI) and/or Social Security Disability Insurance (SSDI) beneficiaries across the state of Oklahoma to assist them in their employment efforts. The next meeting will be held on Tuesday, August 6, 2024, at United Way.

CITY OF NORMAN EMPLOYEE DEMOGRAPHICS
(Includes full-time, part-time, and temp/seasonal employees)

Gender	Total Population	% of Total Population
Female	335	29.7%
Male	794	70.3%
	1129	100.00%

Job Classification by Gender		
Job Classification	Female	Male
Full-Time	176	670
Part-Time	42	40
Permanent Part-Time	0	0
Temporary	117	84
	335	794

Ethnicity by Race		
Ethnicity	Total #	Total %
American Indian/Alaskan Native	48	4.2%
Asian	17	1.5%
Black/African American	52	4.6%
Hispanic/Latino	35	3.1%
Pacific Islander/Native Hawaiian	1	0.1%
Two or More Races	62	5.5%
White	914	81.0%
	1129	100.00%

Diversity by Gender		
Ethnicity	Female	Male
American Indian/Alaskan Native	16	32
Asian	7	10
Black/African American	13	39
Hispanic/Latino	10	25
Pacific Islander/Native Hawaiian	0	1
Two or More Races	23	39
White	266	648
	335	794

Diversity % by Gender		
Ethnicity	Female	Male
American Indian/Alaskan Native	1.4%	2.8%
Asian	0.6%	0.9%
Black/African American	1.2%	3.4%
Hispanic/Latino	0.9%	2.2%
Pacific Islander/Native Hawaiian	0%	0.1%
Two or More Races	2.0%	3.5%
White	23.6%	57.4%
	29.7%	70.3%

INFORMATION TECHNOLOGY 6

CITY OF NORMAN

Information Technology Department
Monthly Report – July 2024.

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, 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 Finance, HR, Planning, and Parks to refine these new 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 amount 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.
Water tower and mono-pole contract negotiations.	Increased Revenue and compliance for water tower/cellular mono-pole leases. Repair requirements.	Ongoing – taken over by Utilities Admin.

Fiber Optic Installation for redundant loop at WTP and EOC	IT and the Utilites 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 incase of lost service from the main connection.	Awaiting Approval, Working with Utilities Department, land acquisition complete, right of way in negotiation possible launch in 2024
New Building construction/renovation support.	The IT Department is involved in all new building construction planning and will be responsible to map our networking infrastructure, building air for network closets, power for equipment and battery backups, network drops, wireless network coverage, hardware installation, and physical moves of staffs computer systems in all building projects (Norman Forward Driven)	In Progress – ECOC, PD Moves, and Mary Abbot House expansion. Complete – HR/IT Building, Building Maintenance, YFAC, Sanitation, Line Maintenance Sr. Center, Development Center, Municipal Court, Bus Station
Jenkins Street Fiber Move	Move the city's fiber optics out of the way of construction during the Jenkins Street widening project.	In Progress – Finance Dept. has made funds available. Work to be complete 2024.
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, as well as annual PEN testing of the city network and improvements from the PEN test report.
Endpoint Security Review	Review current endpoint security appliances and software and make upgrades as necessary.	In Progress

Print consolidation	Work with outside vendor to consolidate all print, fax, 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 Planning – customer portal configuration in progress. Communication radios installation in progress.
Print Shop Move to IT	Transition the Print Shop from the Finance Department in to the IT Department.	Complete.
Network Infrastructure Improvements	Utilize our new Network Engineer who 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.
Integration of Computer Aided Dispatch with OU PD	Create a software as a service model to share public safety software data with and between OU PD	Fiber infrastructure connected. Network segmentation complete. Testing of connections and software access in progress to be complete by August 24.
Move existing secondary IT Datacenter to new location.	Move all equipment from the current secondary site to a new more robust and secure site.	Physical and virtual moves for the data center began May 2024 – full move expected to be complete by December 2024

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 makes adjustments as needed to assure that all departments have the appropriate amount of support for daily operations.

Users Supported:

The following statistics represent 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 323,314 attempted incoming and 140,484 outgoing messages for the month of July 2024. Incoming messages totaling 132,177 were considered Spam or hazardous e-mails by our email-filtering appliance, and were quarantined or filtered (see **IT Table 3**). This number represents 40% of our inbound mail. This percentage has increased from previous months for malicious email/spam. Our security efforts are having a positive effect on reducing the total number of malicious email inbound. The IT Department has made the decision to block inbound traffic from specific sources with known malicious traffic that constantly try to affect our network. We continue to monitor and analyze the situation on a daily basis. Inbound email messages of this nature means 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 the month of June 2024, the City of Norman's web site had 136,013 individual web sessions access the web site for 257,222 total page views. Of those sessions, 85,058 were identified as Users to view content on the City web site (see **IT Table 4a and 4b**). In July of 2019, the IT Department kicked off a project with Interpersonal Frequency to overhaul the City website. 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.

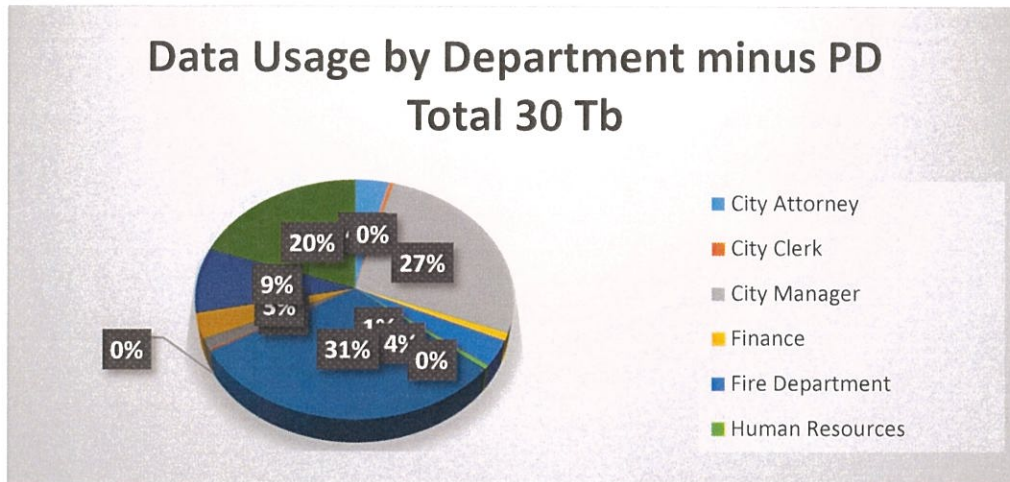
Data Storage:

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.

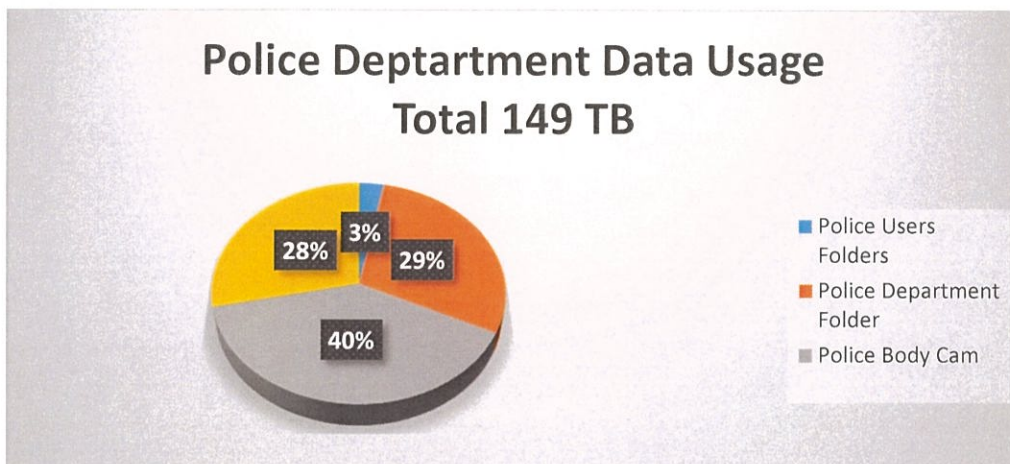
ERP Project Implementation Progress:

This project began in January of 2018 and was delayed for multiple reasons by the 2020 pandemic. The projects 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. Once fully complete the city will have 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, Municipal Court software, Financial Systems software, Utility Billing software, Payroll, Human Resource Management, Work Orders (Tyler EAM), Time and Attendance, and Planning and Community Services software packages. Daily work continues on 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, an upgraded Parks and Rec software package to help with golf management, concessions, and food carts. We Are also preparing for AMI (Automatic Meter Infrastructure), and integration with a customer portal for Utility Billing Systems software as well as a review of the current time and attendance software.

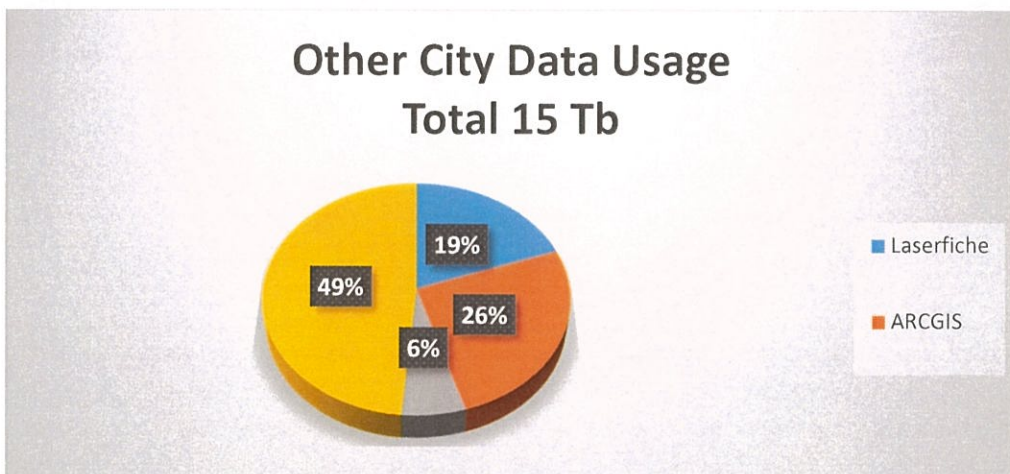
IT Table A



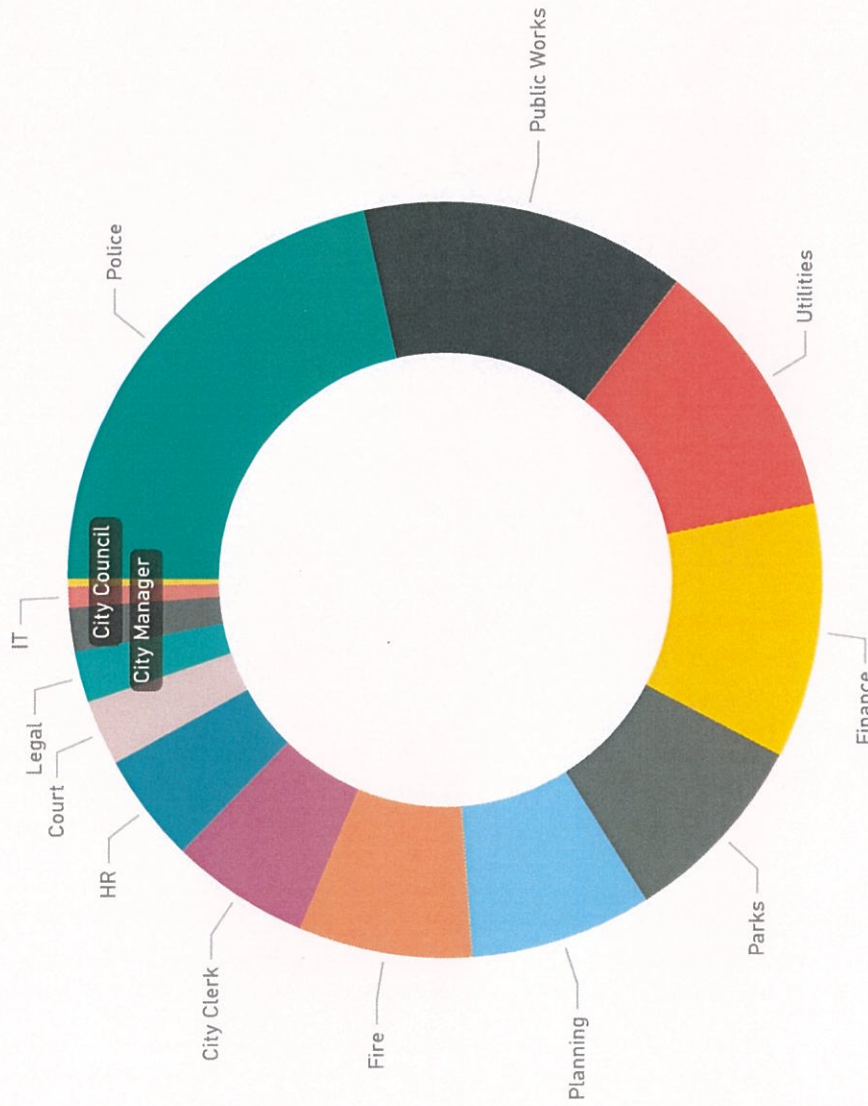
IT Table B



IT Table C



Tickets by Department

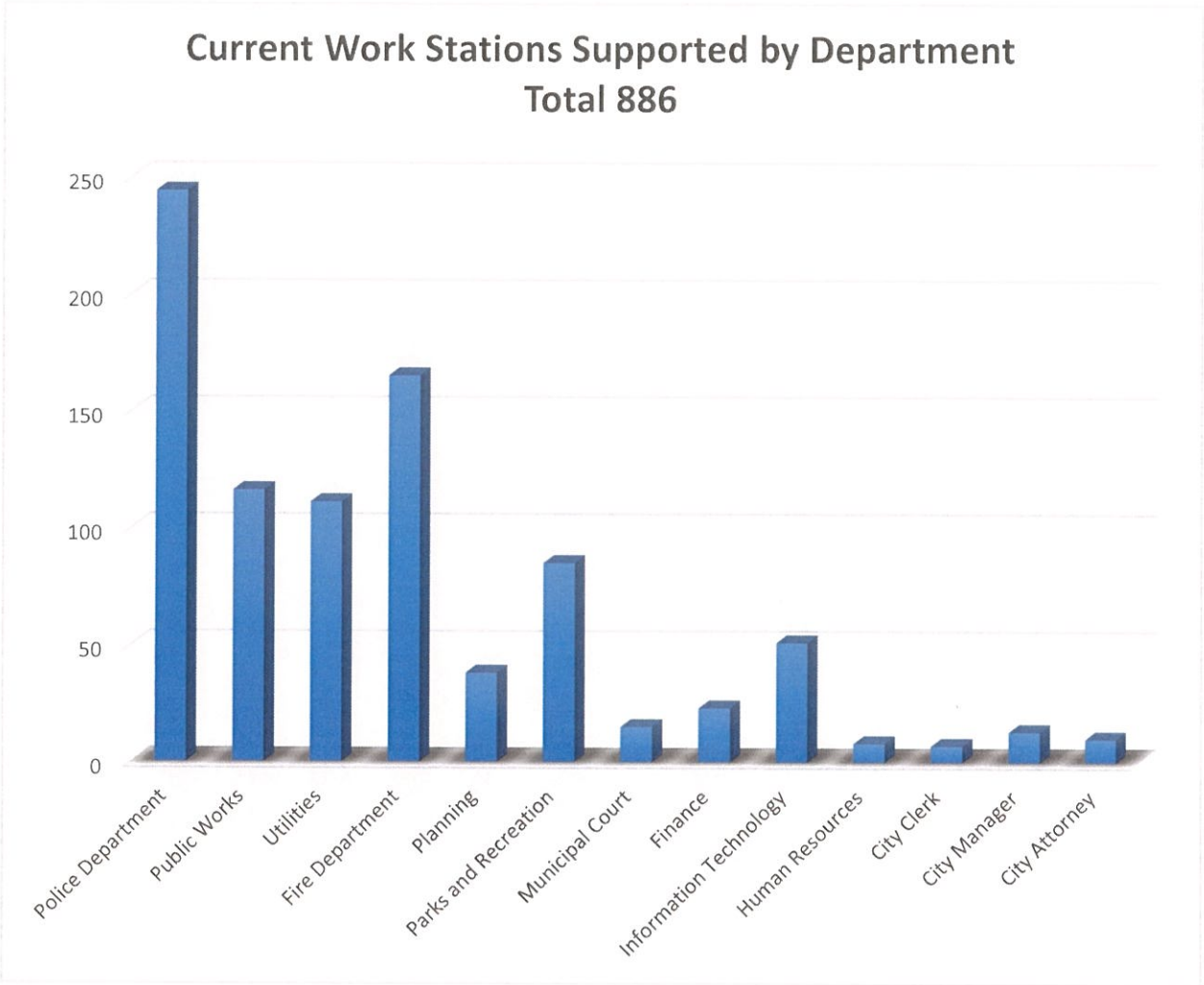


New Tickets
321

Department	Created	Closed
City Clerk	19	17
City Council	1	1
City Manager	6	6
Court	9	8
Finance	35	33
Fire	24	22
HR	15	14
IT	3	3
Legal	7	7
Parks	27	23
Planning	25	25
Police	69	66
Public Works	45	45
Utilities	36	32
Total	321	291

Police accounted for 21.50% of Ticket Count.

Table 2





Executive Summary

ironport.example.com

01 Jul 2024 00:00 to 31 Jul 2024 23:59 (GMT -05:00) Data in time range: 100.0% complete

Incoming Mail Graph

Incoming Mail Summary

Message Category	%	Messages
Stopped by IP Reputation Filtering	37.7%	121,786
Stopped by Domain Reputation Filtering	0.7%	2,381
Stopped as Invalid Recipients	0.0%	3
Spam Detected	2.4%	7,659
Virus Detected	0.0%	31
Detected by Advanced Malware Protection	0.0%	0
Messages with Malicious URLs	0.0%	18
Stopped by Content Filter	0.1%	299
Stopped by DMARC	1.4%	4,645
S/MIME Verification/Decryption Failed	0.0%	0
Total Threat Messages:	40.9%	132,177
Marketing Messages	16.2%	52,371
Social Networking Messages	1.4%	4,625
Bulk Messages	16.5%	53,290
Total Graymails:	34.1%	110,286
S/MIME Verification/Decryption Successful	0.0%	0
Clean Messages	25.0%	80,851
Total Attempted Messages:		323,314

Outgoing Mail Graph

Outgoing Mail Summary

Message Processing	%	Messages
Spam Detected	0.0%	0
Virus Detected	0.0%	0
Detected by Advanced Malware Protection	0.0%	0
Messages with Malicious URLs	0.0%	0
Stopped by Content Filter	0.0%	0
Stopped by DLP	0.0%	0
Clean Messages	100.0%	140,608
Total Messages Processed:		140,608

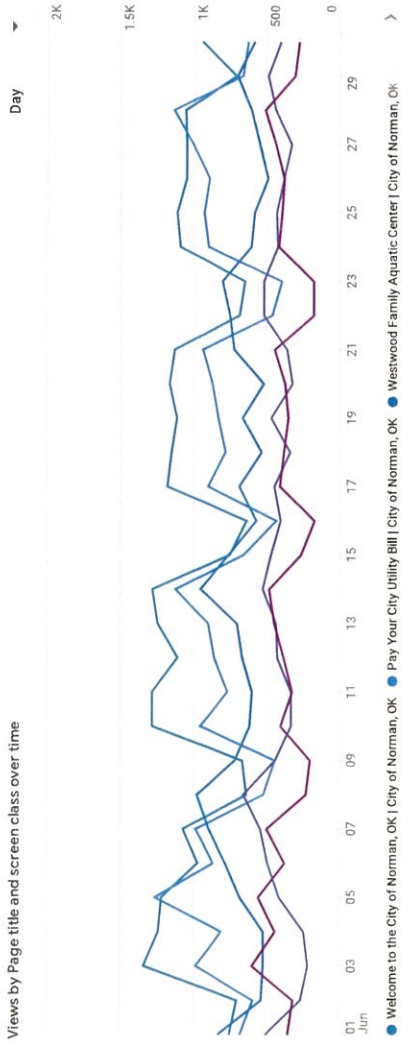
Message Delivery	%	Messages
Hard Bounces	6.8%	9,484
Delivered	93.2%	131,000
Total Messages Delivered:		140,484

All Users Add comparison

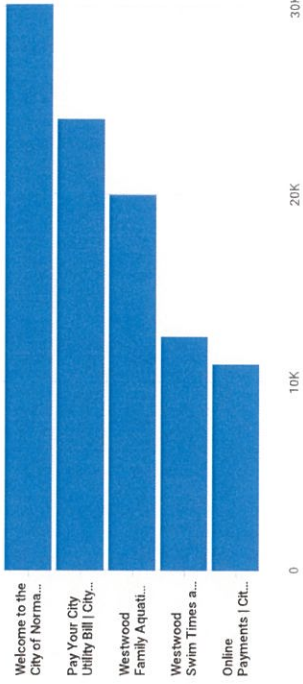
Monthly Page Views

Add filter

Views by Page title and screen class over time



Views by Page title and screen class



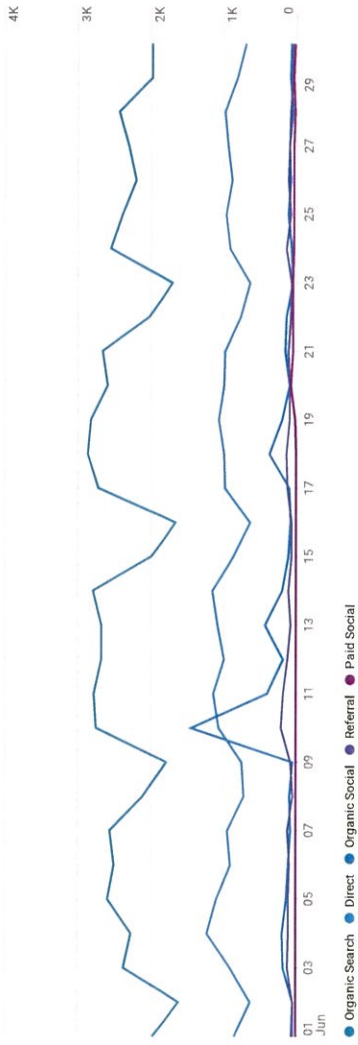
Page title and screen class	Views	Users	Average engagement time	Event count
1 Welcome to the City of Norman, OK City of Norman, OK	257,222 (100% of total)	85,058 (100% of total)	1m 01s (Avg 0%)	775,473 (100% of total)
2 Pay Your City Utility Bill City of Norman, OK	30,113	17,263	18s	82,853
3 Westwood Family Aquatic Center City of Norman, OK	24,001	13,694	16s	86,193
4 Westwood Swim Times and Admission Prices City of Norman, OK	19,966	12,604	24s	68,547
5 Online Payments City of Norman, OK	12,416	7,815	42s	27,826
6 Adopt a Pet City of Norman, OK	10,955	6,884	13s	28,092
7 Animal Welfare City of Norman, OK	6,313	3,332	21s	20,557
8 Job Opportunities City of Norman, OK	5,742	3,529	16s	18,033
9 Season Passes City of Norman, OK	5,095	2,951	1m 19s	15,347
10 Westwood Golf Course City of Norman, OK	4,531	3,254	48s	11,675
	4,404	2,505	37s	14,816

All Users Add comparison

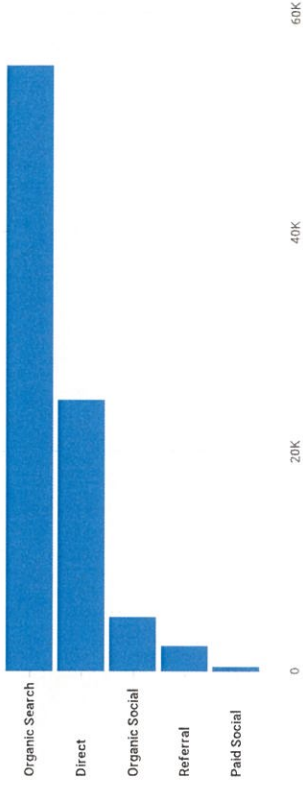
Monthly Site Traffic

Add filter

Users by Session primary channel group (Default Channel Group) over time



Users by Session primary channel group (Default Channel Group)



Search...

Rows per page: 10 1-8 of 8

Session primary.. Channel Group	Users	Engaged sessions	Average engagement time per session	Engaged sessions per user	Events per session	Engagement rate	Event count	Session key event rate
1 Organic Search	85,058 100% of total	80,804 100% of total	38s Avg 0%	0.95 Avg 0%	5.70 Avg 0%	59.41% Avg 0%	775,473 100% of total	0%
2 Direct	55,206	62,057	44s	1.12	5.98	66.16%	560,886	0%
3 Organic Social	24,700	15,393	23s	0.62	5.21	48.06%	166,867	0%
4 Referral	4,918	1,910	13s	0.39	4.06	31.6%	24,551	0%
5 Paid Social	2,291	2,044	46s	0.89	5.50	56.83%	19,768	0%
6 Unassigned	389	140	12s	0.36	4.11	34.06%	1,690	0%
7 Email	269	0	1m 18s	0.00	4.77	0%	1,469	0%
8 Organic Video	43	30	40s	0.70	3.52	46.88%	225	0%
	1	2	56s	2.00	8.50	100%	17	0%

LEGAL 7

MONTHLY REPORT - LEGAL DEPARTMENT

July 2024 Report

(Submitted August 9, 2024)

MONTHLY HIGHLIGHTS:

Nations et al v. City of Norman, CV-2024-2035

This case was filed on July 9, 2024. It challenged the special election set by Council for August 27, 2024, regarding the proposed Rock Creek Entertainment District. On July 11, 2024, the district court entered an order cancelling the special election set by Council for August 27, 2024. On July 29, 2024, the parties agreed to dismiss the case as moot without prejudice. Accordingly, this case will no longer appear on the Monthly Report.

Smith v. City of Norman, CIV-22-1002 (K)

The settlement reached in this case has been finalized, and thus it will no longer appear on the Monthly Report.

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

Dollarhide v. Dennis Dickens, Oklahoma Highway Patrol, et al, CIV-2022-642 (K)

OKLAHOMA SUPREME COURT / COURT OF CIVIL APPEALS

COURT OF CRIMINAL APPEALS

None

CLEVELAND COUNTY DISTRICT COURT

A. *General Lawsuits*

Armstrong v. City of Norman, CJ-2012-1638 (K)

Bad Day Towing & Recovery v. City of Norman, CV-2024-2032

City v. Haddock, CV-2010-357 TS (K, S)

City v. IAFF, CV-2011-48 L; DF-109447 (K)

City v. Komiske, Cobblestone Creek Management Company, et al, CV-2012-748 (K, W)

Etter v. City of Norman, CJ-2021-731 (K)

FOP/IAFF/AFSCME v. Okla. Dept. of Labor and City of Norman, CJ-2005-1170 L (K)

FOP v. City of Norman, CV-2011-876 L (K)
Martin Flores v. City of Norman & John Doe, CJ-2021-1051 (K)
Kevin Hahn v. Norman Police Department, City of Norman, CJ-2021-210 (K)
City v. Loeffler & Ashford Investments, LLC, CV-2022-1182 (M)
City v. Lonnie Hodges, CV-2020-2922
The Norman Petition Initiative No. 2021-1, Case No. CV-2020-2384 (K)
McCarver v. City of Norman, CJ-2013-128 TS (K)
Remy v. Hall, et al., Case No. CV-2017-1853 (K, S)
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)
Walling v. Norman Regional Health System, et al, Case No. SD-121340, CJ-2014-874 (K)
Winters v. City of Norman, CJ-2023-1287 (R)
West Lindsey Center Investors, LLC v. City of Norman, et al., CJ-2022-693 (K)

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, Jim Reynolds, Board of Commissioners, 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
US Bank National Association v. Hudson et al., CJ-2024-996

D. *Municipal Court Appeals*

City of Norman v. Dewolf, CM-2024-1033

E. *Small Claims Court*

None

F. *Board of Adjustment Appeals*

None

LABOR / ADMINISTRATIVE PROCEEDINGS

A. *Grievance & Arbitration Proceedings (K)*

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-24-10 – (Hurlonda Hamilton – Health Benefits)
- AFSCME Grievance FYE-24-11 - (Hurlonda Hamilton – Health Benefits)
- AFSCME Grievance FYE-25--1 – (Hamilton – Reduction in Compensation)
- AFSCME Grievance FYE-25-02 - (Supervisor Complaint)

- IAFF Grievance FYE 21 – (Carl Shanon Smith – Improper Compensation)
- IAFF Grievance FYE 23 – (Matt Ferris – Discipline)
- IAFF Grievance FYE 23 – (Carl Shanon Smith Termination/Forced Retirement)
- IAFF Grievance FYE-23 – (Mass Casualty/Active Shooter Response)
- IAFF Grievance FYE 23 – (Change in Conditions of Employment - EMS Protocols)
- IAFF Grievance FYE-24 – (Non-Emergency Call Back)
- IAFF Grievance FYE-24 – (Failure to Staff Personnel)
- IAFF Grievance FYE-24 – (Inclement Weather Policy Denial)

FOP Grievance FYE-24 – (Aaron Deese – Evaluation Rating)

This Grievance has been resolved and will no longer appear on the Monthly Report.

B. *Equal Employment Opportunity Commission (EEOC)*

- Yoon v. City of Norman – Charge #564-2024-00586
 - Wesley v. City of Norman – Charge #564-2024-00708
- Mr. Wesley filed a complaint with the EEOC

C. *Contested Unemployment Claims (OESC)*

MUNICIPAL COURT PROSECUTIONS

This chart represents the cases prosecuted by the City Attorney’s Office in the Municipal Criminal Court through July 2024. The chart does not represent those cases disposed of prior to Court through actions of the City Attorney and the Court.

Month	<u>ADULT CASES</u>			<u>JUVENILE CASES</u>			<u>COURT SESSIONS</u>		
	FYE 23	FYE 24	FYE 25	FYE 23	FYE 24	FYE 25	FYE 23	FYE 24	FYE 25
JULY	165	464	359	7	11	25	9	10	11
AUG	241	341		10	7		13	16	
SEPT	245	295		15	18		10	8	
OCT	244	346		13	7		9	11	
NOV	205	292		10	11		6	10	
DEC	165	163		5	9		8	4	
JAN	205	280		9	9		10	5	
FEB	256	338		17	20		10	12	
MAR	272	466		13	8		12	10	
APR	322	443		9	11		9	14	
MAY	395	430		17	26		13	10	
JUNE	344	333		31	7		9	9	
TOTALS / YTD	3,059	4,191	359	156	144	25	118	119	11

WORKERS' COMPENSATION COURT

The total number cases pending as of July 2024 are 21. One new Oklahoma Workers Compensation Commission claim was received during the month. Two Settlements and one Court Order are scheduled for consideration by Council in August 2024. 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 25 CASES	FYE 24 CASES	FYE23 CASES	FYE22 CASES
Fire	Suppression	10	1	3	9	4
Fire	Prevention					1
Parks/Rec.	Park Maintenance	1				
Parks/Rec	Westwood Pool					1
Planning	Development Services					
Police	Animal Welfare					
Police	Criminal Investigation	1				1
Police	Patrol	4		2	1	4
Police	Administration	0				2
Public Works	Street Maintenance					1

DEPARTMENT	DIVISION	PENDING CASES	FYE 25 CASES	FYE 24 CASES	FYE23 CASES	FYE22 CASES
Public Works	Fleet	1		1		
Public Works	Storm Water	2		2		
Public Works	Traffic Control				1	
Utilities	Line Maintenance	1			1	
Utilities	Sanitation	1			1	
TOTALS		21	1	8	13	14

List of Pending Cases

- Amason, Amber v. City of Norman, WCC 2012-12306 K
 (Police, Patrol, Master Police Officer, Intestinal/Parasite/Infection)
- 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)
- Bussell, Michael v. City of Norman, CM-2024-00740 K
 (Fire, Suppression, Fire Captain, Right Shoulder)
- Faught, David L. v. City of Norman, CM-2023-03669 R
 (Fire, Suppression, Firefighter, Binaural Hearing Loss)
- Faught, David L. v. City of Norman, CM-2023-03668 L
 (Fire, Suppression, Firefighter, Chest, Pectoral & Tricep Tendon)
- Settlements by Joint Petition in the above claims are scheduled to be considered by Council August 27, 2024.***
- Hambrick, John v. City of Norman, CM-2023-02469K
 (Fire, Suppression, Firefighter, Body as Whole, Cancer)
- Kizzia, Derrald v. City of Norman, WCC-2014-06995 K
 (Parks & Rec, Park Maintenance, Heavy Equipment Operator, Right Knee/Reopen Request)
- Kraeger, Casey W. v. City of Norman, CM-2023-00969 R
 (Utilities, Sanitation, Sanitation Worker II, Head, Upper Back, Lower Back, Left Hip, Left Knee)
- A Court Order in the above claim is pending from the Oklahoma Workers' Compensation Commission.***
- Lewis, Brian K. V. City of Norman, CM-2022-02245 H
 (Fire, Suppression, Fire Driver Engineer, Neck, Back UNS, Left Knee, Left Leg)
- Massie, Nathan v. City of Norman, CM-2024-03408 H
 (Public Works, Fleet, Service Technician, Neck)
- Newell, Richard v. City of Norman, CEC-2022-15014 H (Request to Reopen – Change in Condition for the Worse)
 (Police, Narcotics, Narcotics, Master Police Officer-Sergeant, Right Knee)
- Pierce, Daniel Ray v. City of Norman, CM-2024-02999 H
 (Police, Patrol, Master Police Officer-Sergeant, R Knee, Reinjured)
- Rayburn, Joshua L. v. City of Norman, CM-2023-00845 J
 (Utilities, Line Maintenance, Utility Distribution Worker I, Back UNS)
- Robertson, Kellee v. City of Norman, WCC-2010-13896 F
 (Police, Narcotics, Master Police Officer, Respiratory System/Lungs, Circulatory System Organs of the Body and Whole Person)

- Shelton, Allen W. v. City of Norman, CM-2024-03108 M
 (Public Works, Stormwater, Heavy Equipment Operator, Right Shoulder)
- Shelton, Allen W. v. City of Norman, CM-2024-03110 X
 (Public Works, Stormwater, Heavy Equipment Operator, Left Shoulder, Whole Back,
 Radicular to Right Leg/Foot)
- Simons, Michael v. City of Norman, CM-2024-04104 L**
(Fire, Suppression, Firefighter, Right Knee)
- Smith, Carl Shanon v. City of Norman, CM-2023-00163 Q
 (Fire, Suppression, Firefighter, Lower Back)
- A settlement by Joint Petition in the above claim is scheduled to be considered by Council August 13, 2024.***
- Terhune, Nicholas v. City of Norman, CM-2024-03394 E
 (Fire, Suppression, Fire Captain, Chest, Left Bicep Tendon)
- West, Jordan v. City of Norman, CM-2024-03327 T
 (Fire, Suppression, Firefighter, Left Knee)
- Wilkins, Levi v. City of Norman, CM-2019-05323 X
 (Fire, Suppression, Fire Driver Engineer, BAW, Cancer)

TORT CLAIMS

The following is a breakdown of the Tort Claims activity through July 2024.

DEPARTMENT	FYE 25 Month	FYE 25 YTD	FYE 24 YTD	FYE 23 YTD	FYE 22 YTD
Animal Control	1	1		2	2
Finance – IT					
Fire			2		2
Legal					
Other			4	5	6
Parks			2	1	2
Planning				1	2
Police			8	8	8
Public Works – other			2	5	2
Public Works – Stormwater					1
Public Works – Engineering					
Public Works – Streets	2	2	12	8	10
Utilities – other			2		
Utilities – Water	1	1	5	16	6
Utilities – Sanitation			10	7	6
Utilities – Sewer			8	3	4
TOTAL CLAIMS	4	4	55	56	51

CURRENT CLAIM STATUS	FYE 25 TO DATE	FYE 24	FYE 23	FYE 22
Claims Filed	4	61	56	51
Claims Open and Under Consideration	2	4	0	0
Claims Not Accepted Under Statute/Other	0	1	4	3
Claims Paid Administratively	0	25	25	15
Claims Paid Through Council Approval	0	3	2	2
Claims Resulting in a Lawsuit for FY	0	1	0	5
Claims Barred by Statute (No Further Action Allowed)	0	14	25	26
Claims in Denied Status (Still Subject to Lawsuit)	2	13	0	0

MUNICIPAL COURT 8

**MUNICIPAL COURT
MONTHLY REPORT
JULY - FY '25**

CASES FILED

	<u>JULY</u>	<u>FY 25</u>	<u>Y-T-D</u>	<u>JULY</u>	<u>FY 24</u>	<u>Y-T-D</u>
Traffic	788		788	693		693
Non-Traffic	189		189	348		348
SUB TOTAL	977		977	1041		1041
Parking	520		520	384		384
GRAND TOTAL	1497		1497	1425		1425

CASES DISPOSED

	<u>JULY</u>	<u>FY 25</u>	<u>Y-T-D</u>	<u>JULY</u>	<u>FY 24</u>	<u>Y-T-D</u>
Traffic	812		812	659		659
Non-Traffic	265		265	263		263
SUB TOTAL	1077		1077	922		922
Parking	462		462	403		403
GRAND TOTAL	1539		1539	1325		1325

REVENUE

	<u>JULY</u>	<u>FY 25</u>	<u>Y-T-D</u>	<u>JULY</u>	<u>FY 24</u>	<u>Y-T-D</u>
Traffic	\$ 86,240.60		\$ 86,240.60	\$ 73,763.44		\$ 73,763.44
Non-Traffic	\$ 20,624.44		\$ 20,624.44	\$ 18,889.93		\$ 18,889.93
SUB TOTAL	\$ 106,865.04		\$ 106,865.04	\$ 92,653.37		\$ 92,653.37
Parking	\$ 20,460.00		\$ 20,460.00	\$ 15,435.00		\$ 15,435.00
GRAND TOTAL	\$ 127,325.04		\$ 127,325.04	\$ 108,088.37		\$ 108,088.37

MUNICIPAL COURT - MONTHLY REPORT
July 2024

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 22 new cases and closed 31 cases during the month of July 2024. 1 Mediation was held.

PARKS AND RECREATION 9

Park Development Activities July 2024

Norman Forward Neighborhood Parks



Work has been substantially completed for the new neighborhood park being built in the Bellatona/Summit Valley area. Bentley Park (named for former Director of Norman Parks and Recreation Lionel Bentley) is a 6.7 acre site that includes a large shaded playground, tennis and pickleball courts, basketball half-court, a picnic shelter, a 1/3-mile walking trail and extensive areas of native landscape that was built over the past year. We are planning a ribbon cutting and dedication ceremony where a special marker with a bronze relief of Mr. Bentley will be unveiled on Saturday, August 17, at 10am. The Bentley family made a significant donation to the parks department after Lionel's unexpected passing in 2020.

Westwood Park

We are working with our consultant, GSB Architects, on our masterplan the golf and tennis clubhouse and service areas. We have begun a process that will result in a guiding design program to help us plan for a major project at the park to modernize and expand our facilities and bring those areas up to the standard set by the new Family Aquatics Center and Indoor Tennis Facility built in the early phases of Norman Forward. Our Steering Committee members, City staff and the design team toured similar facilities in OKC in June to explore possible space needs and design details as part of the visioning process for this phase.

Cultural Center Projects



Crews have substantially completed the re-painting of the Moore-Lindsey Historical House Museum. Both the main house and the old carriage house on the property were primed white, prior to application of the 5-color paint scheme that is indicative of the time when it was built. We also made repairs to the porch balusters, and any rotten house siding and window casings on both buildings over the past year, in anticipation of this paint job. The roof and storm windows were replaced prior to the work, as well.

We have also been in contact with project managers from AMTRAK to discuss a project they will be doing in the coming year to make accessibility improvements to the platform and approaches to the platform at the Santa Fe Depot. The work is part of a federally funded mandate to make passenger rail facilities fully accessible, as described in the ADA Guidelines. Work will be coordinated with the arts organization who operates the facility and hosts several events throughout the year in order to minimize impact on them.

Forestry

A crew from DAVEY Resource Group has been in Norman visiting most of our park properties to produce a digitally archived tree inventory of public spaces. The species, size, condition, and maintenance plan for the trees in the regularly maintained/mowed areas of parks are the focus of this first inventory. The data will be trackable within the City's GIS layers, and can be modified as-needed via the TreeKeeper software that DAVEY makes available to its clients. We are not counting trees in the "wild" areas of parks, such as Sutton Wilderness and large expanses of Ruby Grant, Griffin and Saxon parks. We will start planning our public tree care plan in much greater detail based on the results of this work.

DAVEY is also working with the City to review and update our Tree Ordinance to make it more in-tune with the strong private property laws in Oklahoma. Previous provisions of Norman's ordinance were deemed by our legal department to be un-enforceable in some situations where state statute or private property cases had already been litigated in the state.

We are also preparing an RFQ to hire a firm to help us put together a Community Wildfire Protection Plan for Norman. Our Forester is working closely with the Norman Fire Department to be partners in this effort in the coming months, which will help identify and mitigate potential wildfire fuel sources. Every community can benefit from such a plan, and help avoid fire spread if a wildfire occurs.

JULY 2024 PARK MAINTENANCE DIVISION					
	FY25	FY25		FY24	FY24
SAFETY REPORT	MTD	YTD		MTD	YTD
On-The-Job Injuries	2	2		0	6
Vehicle Accidents	0	0		0	0
Employee responsible	0	0		0	0
	Total Man Hours			Total Man Hours	
ROUTINE					
ACTIVITIES					
Big Mowing	132.00	132.00		172	925.75
Trim Mowing	792.25	792.25		1043	5797.00
Chemical Spraying	232.00	232.00		179.5	1948.00
Fertilization	5.00	5.00		0	92.00
Park Tree Work	73.25	73.25		135	1004.75
Street Tree Work	8.00	8.00		0	16.00
Trash Maintenance	307.50	307.50		323.25	4354.25
Sprinkler Maintenance	204.50	204.50		185.75	1607.50
Watering	9.00	9.00		0	73.00
Painting	0.00	0.00		0	138.00
Landscape Maintenance	185.75	185.75		244	2994.00
Seeding/Sodding	0.00	0.00		0	45.50
Ballfield Maintenance	0.00	0.00		0	101.00
Fence Repairs	72.00	72.00		0	384.75
Equipment Repairs/Maintenance	198.50	198.50		227.5	2408.25
Material Hauling	14.00	14.00		0	634.50
Snow/Ice Removal	0.00	0.00		0	297.00
Christmas Setup	0.00	0.00		0	1146.00
Vector Control	38.00	38.00		30	144.00
Events	91.75	91.75		70.5	590.75
Vandalism Repair	17.75	17.75		6	385.00
Trail Maintenance	0.00	0.00		0	150.00
Playground Maintenance	59.00	59.00		54.5	1279.50
Restroom Maintenance	0.00	0.00		0	783.00
Carpentry/Welding	64.00	64.00		20	1577.50
Shop Time	6.00	6.00		42.5	539.25
Special Projects	0.00	0.00		51	1387.75
Miscellaneous	22.25	22.25		57	1019.50

**JULY 2024
RECREATION DIVISION
MONTHLY REPORT**

Little Axe Community Center: The Center hosted a PLS bird house painting class while still hosting our monthly OHE classes and bingo. The PLS hosts at the center a monthly story time during the summer for toddler's and will continue this throughout the upcoming School year. The Center served 96 members of the Little Axe community with the small food pantry held at the center on Mondays. Weekly Library deliveries are coming in at high numbers with School starting August 8th. Each Thursday of the month of July the Domino Club holds its meeting for a cool place to play and enjoying freshly brewed coffee. Little Axe Youth Sports had tournaments held every day of the month of July. The rentals have been placed on hold until ball season slows down.

12th Avenue Recreation Center: 12th Avenue averaged 28 students for the month of July. Field trips taken this month include a weekly trip to the Westwood Family Aquatic Center along with trips to the Sam Noble Museum, the movie theaters to see Despicable Me 4, and Kidz Funtown in Edmond! The camp had Extreme Animals visit and bring interesting animals like a snake, a chinchilla, and a lemur! On site activities included a week of Olympic style games to celebrate this year's summer Olympics!

Irving Recreation Center: This month at Irving, the Summer Camp Program continued with 31 kids total. The average number of kids was 23 per day. We went on many trips this month including to the movies, an arcade, and the Jasmine Moran children's museum. With the weather being nice in the mornings, we spent lots of time outside this month. The children played with chalk, as well as getting to fly kites.

Whittier Recreation Center: This month at Whittier Recreation Center the Summer Camp program continued with 35 kids enrolled. The daily average attendance was 27 kids per day. For field trips this month we went to Urban Air, Blue Zoo, AMC Theater, iFly Indoor Skydiving, and had Extreme Animals make an onsite trip.

FACILITY ATTENDANCE:	Month	Year to Date
Little Axe Community Center	788	788
12th Avenue Recreation Center	1,719	1,719
Irving Recreation Center	507	507
Whittier Recreation Center	526	526
Reaves Center	300	300
Tennis Center	3,494	3,494

JULY 2024 YOUNG FAMILY ATHLETIC CENTER MONTHLY REPORT

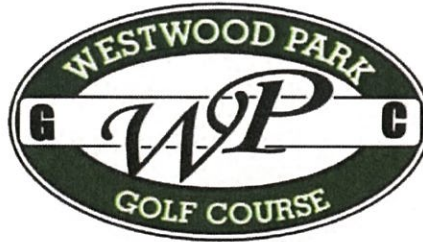
	FYE 2025 MTD	FYE 2025 YTD
YFAC Memberships	\$2,985.00	\$2,985.00
YFAC Day Passes	\$146.00	\$146.00
YFAC Gym Passes	\$2,374.00	\$2,374.00
YFAC Aqua Class/Camp	\$0.00	\$0.00
YFAC GYM Class/Camp	\$0.00	\$0.00
YFAC Misc Class/Camp	\$0.00	\$51,146.00
YFAC POOL Rental	\$7,740.00	\$7,740.00
YFAC GYM Rental	\$262.50	\$262.50
YFAC MISC Rental	\$0.00	\$0.00
YFAC POOL Tournament	\$0.00	\$0.00
YFAC GYM Tournament	\$35,278.00	\$35,278.00
YFAC Leases	\$7,991.59	\$7,991.59
YFAC Other Revenue/Advertising	\$20,659.54	\$20,659.54
YFAC Leagues	\$0.00	\$0.00
TOTAL INCOME	\$77,436.63	\$77,436.63
YFAC GYM Expenditures	\$14,819.78	\$14,819.78
YFAC POOL Expenditures	\$22,675.37	\$22,675.37
EXPENDITURES	\$37,495.15	\$37,495.15
Income vs. Expenditures	\$39,941.48	\$39,941.48

JULY 2024 YOUNG FAMILY ATHLETIC CENTER MONTHLY REPORT

FYE 2024 Opened January 2024 through June 2024

	January	February	March	April	May	June
	MTD	MTD	MTD	MTD	MTD	MTD
YFAC Memberships	\$250.00	\$2,335.00	\$ 2,485.00	\$ 4,830.00	\$ 4,830.00	\$ 3,240.00
YFAC Day Passes	\$0.00	\$0.00	\$ -	\$ 118.00	\$ 174.00	\$ 206.00
YFAC Gym Passes				\$ 696.00	\$ 1,491.00	\$ 1,716.00
YFAC Aqua Class/Camp	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$ -
YFAC GYM Class/Camp	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$ -
YFAC Misc Class/Camp	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$ -
YFAC POOL Rental	\$0.00	\$0.00	\$ -	\$ 5,820.00	\$ -	\$ 5,162.00
YFAC GYM Rental	\$9,673.00	\$0.00	\$ -	\$ 2,530.00	\$ 4,490.00	\$ 450.00
YFAC MISC Rental	\$0.00	\$0.00	\$ -	\$ -	\$ 50.00	\$ -
YFAC POOL Tournament	\$0.00	\$0.00	\$ -	\$ -	\$ -	\$ -
YFAC GYM Tournament	\$0.00	\$27,070.00	\$ 15,120.00	\$ 53,400.00	\$ 27,027.12	\$ 35,154.95
YFAC Leases	\$0.00	\$0.00	\$ -	\$ -	\$ 4,292.00	\$ -
YFAC Other Revenue/Advertising	\$0.00	\$0.00	\$ -	\$ -	\$ 17,582.80	\$ -
YFAC Leagues					\$ 32,000.00	\$ -
TOTAL INCOME	\$9,923.00	\$29,405.00	\$ 17,605.00	\$ 67,394.00	\$ 91,936.92	\$ 52,206.45
YFAC GYM Expenditures	\$2,066.81	\$10,366.87	\$ 12,223.99	\$ 15,965.64	\$ 24,933.27	\$ 15,617.85
YFAC POOL Expenditures	\$3,422.55	\$12,252.42	\$ 9,551.36	\$ 33,541.95	\$ 19,131.70	\$ 20,550.72
EXPENDITURES	\$5,489.36	\$22,619.29	\$ 21,775.35	\$ 49,507.59	\$ 44,064.97	\$ 36,168.57
Income vs. Expenditures	\$4,433.64	\$6,785.71	\$ (4,170.35)	\$ 17,886.41	\$ 47,871.95	\$ 16,037.88

WESTWOOD/NORMAN MUNICIPAL AUTHORITY 9A



JULY 2024

Westwood Golf Course Division Monthly Progress Report

ACTIVITY	JULY FYE'25	JULY FYE'24
Regular Green Fees	614	955
Senior Green Fees	288	345
Junior Fees	250	310
School Fees (high school golf team players)	11	0
Advanced Fees (high school golf team pre-pay)	0	0
Annual Fees (Regular, Senior & Junior Members)	909	1085
Employee Comp Rounds	299	402
Golf Passport Rounds	0	0
9-Hole Green Fee	193	190
2:00 Fees	176	191
Dusk Fees or 5:00 Fees	203	356
PGA Comp Rounds	10	14
*Rainchecks (not counted in total round count)	34	32
Misc Promo Fees (birthday, players cards, OU student)	340	303
Green Fee Adjustments (fee difference on rainchecks)	2	6
Total Rounds (*not included in total round count)	3295	4157
% change from FY '23	-20.74%	
Range Tokens	3570	3398
% change from FY '23	5.06%	
18 - Hole Carts	155	147
9 - Hole Carts	64	52
½ / 18 - Hole Carts	854	1100
½ / 9 - Hole Carts	420	529
Total Carts	1493	1828
% change from FY '23	-18.33%	
18 - Hole Trail Fees	0	0
9 - Hole Trail Fees	0	0
18 - Hole Senior Trail Fees	0	0
9-Hole Senior Trail Fees	0	0
Total Trail Fees	0	0
% change from FY '23	0.00%	
TOTAL REVENUE	\$131,850.09	\$171,048.37
% change from FY '23	-22.92%	

JULY 2024
WESTWOOD GOLF DIVISION
MONTHLY PROGRESS REPORT

SAFETY REPORT				
	FY 2025	FY 2025	FY 2024	FY 2024
	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 2025	FY 2025	FY 2024	FY 2024
	MTD	YTD	MTD	YTD
Green Fees	\$41,554.61	\$41,554.61	\$58,638.11	\$58,638.11
Driving Range	\$14,266.00	\$14,266.00	\$12,971.46	\$12,971.46
Cart Rental	\$23,506.81	\$23,506.81	\$29,395.74	\$29,395.74
Golf Classes	\$0.00	\$0.00	\$0.00	\$0.00
Golf Shop Rentals	\$534.46	\$534.46	\$449.22	\$449.22
USGA Handicap Fees	\$0.00	\$0.00	\$0.00	\$0.00
Golf Cart Capital	\$1,836.42	\$1,836.42	\$1,895.42	\$1,895.42
Golf Merchandise	\$19,019.54	\$19,019.54	\$17,708.45	\$17,708.45
Restaurant	\$26,292.12	\$26,292.12	\$26,380.21	\$26,380.21
Insufficient Check Charge	\$0.00	\$0.00	\$0.00	\$0.00
Interest Earnings	\$4,840.13	\$4,840.13	\$23,609.76	\$23,609.76
TOTAL INCOME	\$131,850.09	\$131,850.09	\$171,048.37	\$171,048.37
Expenditures	\$97,178.69	\$97,178.69	\$86,883.93	\$86,883.93
Income vs Expenditures	\$34,671.40	\$34,671.40	\$84,164.44	\$84,164.44
Rounds of Golf	3,295	3,295	4,157	4,157

1, 7, and 13 greens are growing in and are limited by so many 100 degree days. As the weather becomes cooler, grow in will be much easier and faster. Lots of sod works is being done to repair bare areas on #1 rough areas. A few irrigation leaks are in the process of being repaired. Broadleaf weeds and Nutsedge control on greens banks, tees, tee banks, along cart paths and rough is progressing.

JULY 2024
WESTWOOD FAMILY AQUATIC CENTER
MONTHLY PROGRESS REPORT

FINANCIAL INFORMATION				
	FY 2025 MTD	FY 2025 YTD	FY 2024 MTD	FY 2024 YTD
Swim Pool Passes	\$140.00	\$140.00	\$680.00	\$341,461.00
Swim Pool Gate Admission	\$127,178.00	\$127,178.00	\$131,177.00	\$493,741.98
Swim Lesson Fees	\$1,638.00	\$1,638.00	\$5,610.15	\$76,544.30
Swim Pool Rental	\$29,560.38	\$29,560.38	\$19,898.80	\$110,454.96
Swim Pool Classes	\$450.00	\$450.00	\$417.00	\$48,150.00
Swim Pool Merchandise Sales	\$195.88	\$195.88	\$125.12	\$1,161.13
Swim Pool Concessions	\$68,260.00	\$68,260.00	\$71,339.25	\$288,228.07
TOTAL INCOME	\$227,422.26	\$227,422.26	\$229,247.32	\$1,588,988.76
Expenditures	\$195,891.88	\$195,891.88	\$266,932.77	\$1,469,405.22
Income vs Expenditures	\$31,530.38	\$31,530.38	-\$37,685.45	\$119,583.54
ATTENDANCE INFORMATION				
	FY 2025 MTD	FY 2025 YTD	FY 2024 MTD	FY 2024 YTD
Pool Attendance	34427	34427	16473	95647
Adult Lap Swim Morning/Night	58	58	27	248
Water Walkers	3391	3391	65	300
Toddler Time	462	462	213	1090
Water Fitness	916	916	78	349
Swim Team	30	30	0	68
Scuba Rentals	8	8	5	30
Scuba Participants	24	24	17	124
Swim Lesson	295	295	630	1985
Private Swim Lessons	30	30	17	83
Special Events	5	5	4	15
Party/Rentals	4	4	39	158
TOTAL FY 2025 ATTENDANCE	39650	39650	17568	100097
ATTENDANCE INFORMATION MAY 2024 TO JULY 2024				
	Pool Attendance	82660		
	Adult Lap Swim Morning/Night	60		
	Water Walkers	3426		
	Toddler Time	946		
	Water Fitness	1001		
	Swim Team	88		
	Scuba Rentals	20		
	Scuba	80		
	Swim Lesson	375		
	Private Swim	61		
	Special Events	9		
	Party/Rentals	37		
	TOTAL 2024 ATTENDANCE MAY 2024 TO JULY 2024		88763	

FACILITY MAINTENANCE 9B



Cost by Maintenance Type

Type	Total Cost	Labor	Supplies	Equipment	Inventory	Outsourcing	Overhead
PLUMBING	7,558.90	6,073.04	1,485.86	0.00	0.00	0.00	0.00
HVAC	7,394.84	6,737.38	657.46	0.00	0.00	0.00	0.00
GENERAL	5,849.82	4,124.50	1,725.32	0.00	0.00	0.00	0.00
ELECTRICAL	3,113.47	1,914.37	1,199.10	0.00	0.00	0.00	0.00

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Cost by Building with Maint Type

JULY 2024

<u>Building</u>	<u>Maint Type</u>	<u>Total Cost</u>	<u>Labor</u>	<u>Supplies</u>	<u>Equipment</u>	<u>Inventory</u>	<u>Outsourcing</u>	<u>Overhead</u>
12TH AVE REC	GENERAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
CENTER - 1701	HVAC	919.52	821.06	98.46	0.00	0.00	0.00	0.00
12TH AVE NE	Totals:	959.95	861.49	98.46	0.00	0.00	0.00	0.00
A - COURTS -	GENERAL	290.43	40.43	250.00	0.00	0.00	0.00	0.00
321 N WEBSTER	PLUMBING	152.10	152.10	0.00	0.00	0.00	0.00	0.00
	Totals:	442.53	192.53	250.00	0.00	0.00	0.00	0.00
ADULT	ELECTRICAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
WELLNESS AND	GENERAL	164.83	119.75	45.08	0.00	0.00	0.00	0.00
EDUCATION	HVAC	635.51	635.51	0.00	0.00	0.00	0.00	0.00
CENTER - 602 N	PLUMBING	121.30	121.30	0.00	0.00	0.00	0.00	0.00
FINDLAY	Totals:	962.07	916.99	45.08	0.00	0.00	0.00	0.00
AGING	PLUMBING	620.01	418.60	201.41	0.00	0.00	0.00	0.00
SERVICES - 329	Totals:	620.01	418.60	201.41	0.00	0.00	0.00	0.00
ANIMAL	HVAC	549.38	549.38	0.00	0.00	0.00	0.00	0.00
WELFARE - 3428	PLUMBING	202.17	202.17	0.00	0.00	0.00	0.00	0.00
S JENKINS	Totals:	751.54	751.54	0.00	0.00	0.00	0.00	0.00
ANIMAL	PLUMBING	194.26	161.73	32.53	0.00	0.00	0.00	0.00
WELFARE	Totals:	194.26	161.73	32.53	0.00	0.00	0.00	0.00
B - POLICE DEPT	GENERAL	379.64	367.42	12.22	0.00	0.00	0.00	0.00
-112 W DAWS	HVAC	298.34	298.34	0.00	0.00	0.00	0.00	0.00
	PLUMBING	422.08	276.23	145.85	0.00	0.00	0.00	0.00
	Totals:	1,100.06	941.99	158.07	0.00	0.00	0.00	0.00
C - HR, IT - 313	GENERAL	702.22	452.22	250.00	0.00	0.00	0.00	0.00
N WEBSTER	HVAC	129.97	129.97	0.00	0.00	0.00	0.00	0.00
	PLUMBING	287.95	287.95	0.00	0.00	0.00	0.00	0.00

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Totals:	1,120.14	870.14	250.00	0.00	0.00	0.00	0.00
CITY HALL - 201	ELECTRICAL	809.90	363.90	446.00	0.00	0.00	0.00
W GRAY	GENERAL	77.46	77.46	0.00	0.00	0.00	0.00
	HVAC	182.42	182.42	0.00	0.00	0.00	0.00
	PLUMBING	114.71	114.71	0.00	0.00	0.00	0.00
Totals:		1,184.49	738.49	446.00	0.00	0.00	0.00
COMPOST	GENERAL	218.11	155.51	62.60	0.00	0.00	0.00
FACILITY - 398	PLUMBING	82.12	79.31	2.81	0.00	0.00	0.00
BRATCHER	Totals:	300.23	234.82	65.41	0.00	0.00	0.00
D -	ELECTRICAL	339.49	239.49	100.00	0.00	0.00	0.00
DEVELOPMENT	GENERAL	97.79	97.79	0.00	0.00	0.00	0.00
CENTER - 225 N	HVAC	77.57	77.57	0.00	0.00	0.00	0.00
WEBSTER	PLUMBING	79.17	79.17	0.00	0.00	0.00	0.00
Totals:		594.01	494.01	100.00	0.00	0.00	0.00
EMERGENCY	ELECTRICAL	38.88	38.88	0.00	0.00	0.00	0.00
COMMUNICATI	Totals:	38.88	38.88	0.00	0.00	0.00	0.00
FACILITY	GENERAL	930.15	921.46	8.69	0.00	0.00	0.00
MAINTENANCE -	PLUMBING	214.96	202.17	12.79	0.00	0.00	0.00
1910 RESEARCH	Totals:	1,145.11	1,123.63	21.48	0.00	0.00	0.00
FIRE	PLUMBING	38.73	38.73	0.00	0.00	0.00	0.00
ADMINISTRATO	Totals:	38.73	38.73	0.00	0.00	0.00	0.00
FIRE STATION 1 -	HVAC	0.00	0.00	0.00	0.00	0.00	0.00
411 E MAIN	PLUMBING	38.73	38.73	0.00	0.00	0.00	0.00
Totals:		38.73	38.73	0.00	0.00	0.00	0.00
FIRE STATION 2 -	PLUMBING	320.17	213.47	106.70	0.00	0.00	0.00
2211 W BOYD	Totals:	320.17	213.47	106.70	0.00	0.00	0.00
FIRE STATION 3 -	PLUMBING	339.97	283.03	56.94	0.00	0.00	0.00
500 E	Totals:	339.97	283.03	56.94	0.00	0.00	0.00
FIRE STATION 5 -	ELECTRICAL	271.30	121.30	150.00	0.00	0.00	0.00
1000 NE 168TH	Totals:	271.30	121.30	150.00	0.00	0.00	0.00
FIRE STATION 7 -	GENERAL	40.43	40.43	0.00	0.00	0.00	0.00
2207 GODDARD	HVAC	0.00	0.00	0.00	0.00	0.00	0.00

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AVE	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Totals:	80.87	80.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FIRE STATION 8 -	HVAC	391.74	391.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3901 36TH AVE	PLUMBING	690.35	418.60	271.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NW	Totals:	1,082.09	810.34	271.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FIRE STATION 9 -	HVAC	51.98	51.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
3001 E	Totals:	51.98	51.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FIREHOUSE ART	GENERAL	215.18	161.73	53.45	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CENTER - 444 S	PLUMBING	43.01	40.43	2.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FLOOD	Totals:	258.20	202.17	56.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
FLEET	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00	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	0.00	0.00	0.00	0.00	0.00
GRIFFIN PARK -	GENERAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1001 E	PLUMBING	221.67	161.73	59.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ROBINSON	Totals:	262.11	202.17	59.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
HAROLDS	ELECTRICAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
COMPACTOR -	Totals:	40.43	40.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
IRVING REC	HVAC	378.74	378.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CENTER - 1920	PLUMBING	154.93	154.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ALAMEDA	Totals:	533.67	533.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
LINDSEY YARD -	HVAC	155.13	155.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
STORMWATER -	Totals:	155.13	155.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MOORE-	GENERAL	121.30	121.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
LINDSAY	HVAC	38.99	38.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
HISTORIC	Totals:	160.29	160.29	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NE LIONS PARK -	PLUMBING	79.17	79.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1800	Totals:	79.17	79.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NEIGHBORHOOD	GENERAL	118.19	118.19	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
D PARKS	PLUMBING	418.45	376.90	41.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Totals:	536.64	495.09	41.55	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NORMAN	ELECTRICAL	119.76	77.76	42.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
INVESTIGATION	GENERAL	283.03	283.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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S CENTER -	HVAC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1507 W	PLUMBING	154.93	154.93	0.00	0.00	0.00	0.00	0.00	0.00
LINDSEY	Totals:	557.72	515.72	42.00	0.00	0.00	0.00	0.00	0.00
NORMAN	GENERAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00	0.00
PUBLIC LIBRARY	Totals:	40.43	40.43	0.00	0.00	0.00	0.00	0.00	0.00
NORMAN	ELECTRICAL	241.05	241.05	0.00	0.00	0.00	0.00	0.00	0.00
PUBLIC LIBRARY	GENERAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00	0.00
- EAST - 3051	HVAC	126.25	126.25	0.00	0.00	0.00	0.00	0.00	0.00
ALAMEDA	PLUMBING	116.20	116.20	0.00	0.00	0.00	0.00	0.00	0.00
	Totals:	523.92	523.92	0.00	0.00	0.00	0.00	0.00	0.00
NORTH EAST	HVAC	252.50	252.50	0.00	0.00	0.00	0.00	0.00	0.00
RADIO TOWER -	Totals:	252.50	252.50	0.00	0.00	0.00	0.00	0.00	0.00
POLICE	HVAC	146.67	146.67	0.00	0.00	0.00	0.00	0.00	0.00
SHOOTING	PLUMBING	116.20	116.20	0.00	0.00	0.00	0.00	0.00	0.00
RANGE - 3942	Totals:	262.86	262.86	0.00	0.00	0.00	0.00	0.00	0.00
REAVES	HVAC	111.88	111.88	0.00	0.00	0.00	0.00	0.00	0.00
GARDEN	PLUMBING	82.15	40.43	41.72	0.00	0.00	0.00	0.00	0.00
CENTER - 405 E	Totals:	194.03	152.31	41.72	0.00	0.00	0.00	0.00	0.00
REAVES PARK -	HVAC	149.17	149.17	0.00	0.00	0.00	0.00	0.00	0.00
515 E	PLUMBING	193.66	193.66	0.00	0.00	0.00	0.00	0.00	0.00
CONSTITUTION	Totals:	342.83	342.83	0.00	0.00	0.00	0.00	0.00	0.00
ROTARY PARK -	GENERAL	59.43	40.43	19.00	0.00	0.00	0.00	0.00	0.00
1501 W BOYD	PLUMBING	38.73	38.73	0.00	0.00	0.00	0.00	0.00	0.00
	Totals:	98.17	79.17	19.00	0.00	0.00	0.00	0.00	0.00
RUBY GRANT	PLUMBING	213.03	213.03	0.00	0.00	0.00	0.00	0.00	0.00
PARK - 3110 W	Totals:	213.03	213.03	0.00	0.00	0.00	0.00	0.00	0.00
SANITATION -	ELECTRICAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00	0.00
2301 GODDARD	GENERAL	121.30	121.30	0.00	0.00	0.00	0.00	0.00	0.00
AVE	HVAC	155.13	155.13	0.00	0.00	0.00	0.00	0.00	0.00
	Totals:	316.87	316.87	0.00	0.00	0.00	0.00	0.00	0.00
SOONER	ELECTRICAL	82.43	40.43	42.00	0.00	0.00	0.00	0.00	0.00
THEATRE - 101	HVAC	142.95	142.95	0.00	0.00	0.00	0.00	0.00	0.00

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E MAIN	PLUMBING	268.77	213.03	55.74	0.00	0.00	0.00	0.00
	Totals:	494.14	396.40	97.74	0.00	0.00	0.00	0.00
TRANSIT	GENERAL	38.73	38.73	0.00	0.00	0.00	0.00	0.00
CENTER - 320 E	PLUMBING	193.66	193.66	0.00	0.00	0.00	0.00	0.00
COMANCHE	Totals:	232.39	232.39	0.00	0.00	0.00	0.00	0.00
TRANSIT/PUBLI	ELECTRICAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00
C SAFETY - 1310	GENERAL	80.87	80.87	0.00	0.00	0.00	0.00	0.00
DA VINCI	PLUMBING	77.46	77.46	0.00	0.00	0.00	0.00	0.00
	Totals:	198.76	198.76	0.00	0.00	0.00	0.00	0.00
TRASH	HVAC	63.12	63.12	0.00	0.00	0.00	0.00	0.00
COMPACTORS -	Totals:	63.12	63.12	0.00	0.00	0.00	0.00	0.00
WARMING	HVAC	310.27	310.27	0.00	0.00	0.00	0.00	0.00
SHELTER - 109	Totals:	310.27	310.27	0.00	0.00	0.00	0.00	0.00
WATER	ELECTRICAL	118.19	118.19	0.00	0.00	0.00	0.00	0.00
RECLAMATION -	Totals:	118.19	118.19	0.00	0.00	0.00	0.00	0.00
WATER	ELECTRICAL	483.27	233.27	250.00	0.00	0.00	0.00	0.00
TREATMENT	HVAC	734.62	189.37	545.25	0.00	0.00	0.00	0.00
PLANT - 3000 E	PLUMBING	54.04	40.43	13.61	0.00	0.00	0.00	0.00
ROBINSON	Totals:	1,271.94	463.08	808.86	0.00	0.00	0.00	0.00
WESTWOOD	ELECTRICAL	38.88	38.88	0.00	0.00	0.00	0.00	0.00
GOLF COURSE -	PLUMBING	82.51	79.31	3.20	0.00	0.00	0.00	0.00
2400	Totals:	121.39	118.19	3.20	0.00	0.00	0.00	0.00
WESTWOOD	ELECTRICAL	151.20	121.30	29.90	0.00	0.00	0.00	0.00
POOL - 1017	GENERAL	864.97	283.03	581.94	0.00	0.00	0.00	0.00
FAIRWAY DR	PLUMBING	608.61	202.17	406.44	0.00	0.00	0.00	0.00
	Totals:	1,624.78	606.50	1,018.28	0.00	0.00	0.00	0.00
WESTWOOD	HVAC	111.40	111.40	0.00	0.00	0.00	0.00	0.00
TENNIS CENTER	PLUMBING	40.43	40.43	0.00	0.00	0.00	0.00	0.00
- 2420	Totals:	151.84	151.84	0.00	0.00	0.00	0.00	0.00
WHITTIER REC	ELECTRICAL	216.96	77.76	139.20	0.00	0.00	0.00	0.00
CENTER - 2000	GENERAL	90.43	40.43	50.00	0.00	0.00	0.00	0.00
W BROOKS	HVAC	706.07	692.32	13.75	0.00	0.00	0.00	0.00

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	PLUMBING	38.73	38.73	0.00	0.00	0.00	0.00	0.00	0.00
	Totals:	1,052.19	849.24	202.95	0.00	0.00	0.00	0.00	0.00
YOUNG	ELECTRICAL	40.43	40.43	0.00	0.00	0.00	0.00	0.00	0.00
FAMILY	GENERAL	793.56	401.22	392.34	0.00	0.00	0.00	0.00	0.00
ATHLETIC	HVAC	575.54	575.54	0.00	0.00	0.00	0.00	0.00	0.00
CENTER - 2201	PLUMBING	362.93	332.63	30.30	0.00	0.00	0.00	0.00	0.00
TRAE YOUNG	Totals:	1,772.46	1,349.82	422.64	0.00	0.00	0.00	0.00	0.00

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July 2024 Residential Permit Activity

Report Category	Permit Number	Date Issued	Address	Sq Ft	Zoning	Ward	Subdivision	Contractor	Valuation
Residential, Accessory Structure	PRAB202400704	2024-07-26	3300 BLACKBIRD LN	1588	PUD	6	FROST CREEK	LANDMARK FINE HOMES, LP	\$275,000.00
	PRAB202402157	2024-07-05	14350 OTIS LN	1600	A-2	5	HIDDEN FOREST ADD. PHASE 2 COS	ALFORD, SCOTT	\$48,000.00
	PRAB202402195	2024-07-01	821 E SYMMES ST	120	R-2	4	ANIOL ADD	COUNTRYSIDE REALTY-KERRY GREEN	\$1,865.00
	PRAB202402695	2024-07-01	925 CHAUTAUQUA AVE	522	R-2	4	CAMPUS ADD	BRAD OWENS	\$130,000.00
	PRAB202402804	2024-07-01	824 OAKBROOK DR	240	R-1	4	WILLOW BROOK ADD	FREDGREN, TOM	\$15,000.00
	PRAB202402864	2024-07-10	3508 BRIGHT ST	140	R-1	8	CASCADE ESTATES SEC. 2	BAKER, SONJA RENAY	\$4,500.00
	PRAB202403142	2024-07-15	1802 STONEWOOD CIR	2000	RE	5	LEWIS BRYANT ADD #2	HOMEWORK CONSTRUCTION & REMODELING LLC	\$50,000.00
	PRAB202403181	2024-07-11	805 PEPPERTREE CT	192	R-1	1	COLONIAL EST #11	MELVIN, ANDREA-FAMILY TRT-TRTEE	\$8,728.13
	PRAB202403200	2024-07-10	5300 N PORTER AVE	218	A-2	6	NOT SUBDIVIDED	EISEL ROOFING & CONSTRUCTION	\$32,600.00
	PRAB202403218	2024-07-24	1909 WHISPERING PINES CIR	379	R-1	4	WHISPERING PINES ADD	BOLD ELEMENT CUSTOM DESIGNS	\$50,000.00
	PRAB202403293	2024-07-26	2616 WEXFORD CT	128	R-1	8	WARWICK ADD. SEC. 7	BURNETT, ROBERT S	\$5,000.00
	11								\$620,693.13
Residential, Accessory Dwelling Unit	PRADU202403118	2024-07-11	4150 48TH AVE NE	640	A-2	5	NOT SUBDIVIDED	MICHAEL STEPHEN SPEAKMAN	\$16,000.00
	PRADU202403180	2024-07-23	1606 EISENHOWER RD	640	R-1	8	NORTH ACRES REPLAT	STETSON CHASE SPIVEY	\$80,000.00
		2							\$96,000.00
Residential, Addition / Alteration	PRAD202402194	2024-07-08	601 VILLA DR	108	R-1	4	HANLY ADD	LEBARRON LLC/CO TARREN SHAW	\$65,000.00
	PRAD202402667	2024-07-09	4300 48TH AVE NW	220	A-2	3	NOT SUBDIVIDED	MCKOW, GENE-LIV TRT	\$25,000.00
	PRAD202402803	2024-07-05	3100 TWIN ACRES DR	270	RE	6	TWIN ACRES	HOMEWORK CONSTRUCTION & REMODELING LLC	\$75,000.00
	PRAD202402948	2024-07-01	2300 BLUE CREEK DR	670	RE	5	BLUE CREEK ADD	EL-YASSIR, GHASSAN	\$45,000.00
	PRAD202403030	2024-07-09	803 CAREY DR	236	R-1	4	LEE CREST ADD	YOSSI BEN-YEHOSHUA	\$38,000.00
	PRAD202403041	2024-07-08	2113 BLUE CREEK PKWY	250	RE	5	BLUE CREEK ADD	GENESIS FINE HOMES, LLC.	\$150,000.00
	PRAD202403050	2024-07-05	5513 E LINSEY ST	939	A-2	5	HALEY ESTATES SURVEY	DAVID CADDELL CONSTRUCTION	\$200,000.00
	PRAD202403069	2024-07-08	2703 LAUREL DR	15	R-1	4	BROAD ACRES SEC. 2 REPLAT	HOME ACCESSIBILITY SOLUTIONS /CARNNAHAN, CARL	\$10,000.00
	PRAD202403254	2024-07-16	1615 IOWA ST	888	R-1	2	SUNSET ADD	KRISTOFER KRUSE	\$35,000.00
	PRAD202403321	2024-07-29	4100 NICOLE PL	840	R-1	8	CASTLEROCK ADD #3	TLC RENOVATION	\$178,000.00

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July 2024 Residential Permit Activity

Permit Number	Issue Date	Address	City	County	Area	Value	Category	Applicant
PRAD202403355	2024-07-19	444 COLLEGE AVE	130	R-1	4	WEST UNIVERSITY ADD	HERRICK, DYLAN	\$20,000.00
PRAD202403414	2024-07-24	4013 BUCKINGHAM DR	3151	R-1	8	CASTLEROCK 5	HALOKA HOMES, LLC.	\$140,000.00
12								\$981,391.75
PRCP202402193	2024-07-01	821 E SYMMES ST	360	R-2	4	ANIOL ADD	COUNTRYSIDE REALTY-KERRY GREEN	\$4,049.85
PRCP202403369	2024-07-26	4041 108TH AVE SE	468	A-2	5	MARIGOLD HTS	TITAN BUILDING CO	\$5,500.00
PRCP202403420	2024-07-30	1124 CADDELL LN	360	R-1	4	LEE CREST ADD	STEVE JAGERS	\$6,500.00
3								\$16,049.85
PRDE202402855	2024-07-18	1711 S PICKARD AVE		R-1	4	VALLEY VIEW ADD - REPLAT	K & M WRECKING & DIRT SERV. LLC	n/a
1								
PRFI202403411	2024-07-30	825 S LAHOMA AVE		R-1	4	PARSONS ADDITION	EARL STATTON	\$165,000.00
1								\$165,000.00
PRSF202401877	2024-07-15	13699 E CEDAR LANE RD	3318	A-2	5	NOT SUBDIVIDED	LANDERS, MARK A.	\$357,000.00
PRSF202402087	2024-07-15	3324 VALLEY HOLLOW	2922	R-1	5	SUMMIT VALLEY ADDITION	APPLE CONSTRUCTION, LLC.	\$280,000.00
PRSF202402089	2024-07-01	2125 VALLEY HOLLOW	3401	R-1	5	SUMMIT VALLEY ADDITION	APPLE CONSTRUCTION, LLC.	\$344,680.00
PRSF202402715	2024-07-09	3009 SUNCREST DR	3657	R-1	8	LAS COLINAS ADD. SEC. 1	DENALI HOMES, LLC.	\$495,000.00
PRSF202402725	2024-07-05	4413 LAS COLINAS LN	4328	R-1	8	LAS COLINAS ADD. SEC. 1	DENALI HOMES, LLC.	\$616,800.00
PRSF202402740	2024-07-05	4515 ESCALON DR	5252	R-1	8	LAS COLINAS ADD. SEC. 1	DENALI HOMES, LLC.	\$775,000.00
PRSF202402786	2024-07-05	4501 LAS COLINAS LN	4637	R-1	8	LAS COLINAS ADD. SEC. 1	DENALI HOMES, LLC.	\$624,400.00
PRSF202402846	2024-07-05	3728 TIMBERBROOK DR	3528	PUD	6	VINTAGE CREEK ADDITION	DENALI HOMES, LLC.	\$396,800.00
PRSF202402865	2024-07-03	3156 MIDLAND VALLEY ST	2440	PUD	8	GREENLEAF TRAILS ADD. SEC. 12	IDEAL HOMES OF NORMAN, LP.	\$234,640.00
PRSF202402917	2024-07-01	2301 WOLFORD CT	1591	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$181,580.00
PRSF202402918	2024-07-01	2225 WOLFORD CT	1744	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$207,200.00
PRSF202402921	2024-07-01	2221 WOLFORD CT	1591	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$181,580.00
PRSF202402922	2024-07-01	2200 WOLFORD CT	1591	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$181,580.00
PRSF202402929	2024-07-01	1801 WOLFORD WAY	1744	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$207,200.00
PRSF202402932	2024-07-01	1805 WOLFORD WAY	1591	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$181,580.00

July 2024 Residential Permit Activity

PRSF202402933	2024-07-01	1809 WOLFORD WAY	1591	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$181,580.00
PRSF202402942	2024-07-01	2817 SUMMIT HOLLOW CIR	3042	R-1	1	SUMMIT LAKES ADD. SEC. 12	LIBERTY HOMES INC.	\$300,000.00
PRSF202402964	2024-07-16	4043 36TH AVE NE	8165	A-2	5	NOT SUBDIVIDED	108 SOUTHEAST, LLC.	\$810,880.00
PRSF202402968	2024-07-01	2012 DONDORE DR	2830	PUD	3	BROOKHAVEN PLACE	HOMES OF DISTINCTION, INC.	\$437,000.00
PRSF202402986	2024-07-11	3209 RUTHERFORD WAY	5938	R-1	8	FOUNTAIN VIEW ADD. SEC. 1	STONEWALL HOMES, LLC.	\$900,000.00
PRSF202403014	2024-07-02	3317 VALLEY MEADOW	3729	R-1	5	SUMMIT VALLEY ADDITION	LANDMARK FINE HOMES, LP.	\$480,000.00
PRSF202403065	2024-07-08	2015 ASHFORD LN	3058	PUD	3	BROOKHAVEN PLACE	RIVERSTONE HOMES	\$450,000.00
PRSF202403092	2024-07-16	3813 MUJR FOREST WAY	3219	PUD	6	RED CANYON RANCH SEC. 8	SWEETGRASS PARTNERS, LLC	\$306,320.00
PRSF202403140	2024-07-10	2904 SUMMIT HOLLOW CIR	2992	R-1	1	SUMMIT LAKES ADD. SEC. 12	LIBERTY HOMES INC.	\$300,000.00
PRSF202403225	2024-07-18	5600 WINDSTONE DR	3313	PUD	3	GLENRIDGE SEC 1	BROOKFIELD CUSTOM HOMES, LLC.	\$328,720.00
PRSF202403362	2024-07-24	2016 DONDORE DR	2525	PUD	3	BROOKHAVEN PLACE	RIVERSTONE HOMES	\$350,000.00
PRSF202403377	2024-07-24	1813 WOLFORD WAY	1964	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$233,100.00
PRSF202403378	2024-07-24	1817 WOLFORD WAY	1744	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$207,200.00
PRSF202403379	2024-07-24	1821 WOLFORD WAY	1591	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$181,580.00
PRSF202403380	2024-07-24	1825 WOLFORD WAY	1744	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$207,200.00
PRSF202403381	2024-07-24	1829 WOLFORD WAY	1591	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$181,580.00
PRSF202403382	2024-07-24	1833 WOLFORD WAY	1964	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$233,100.00
PRSF202403383	2024-07-24	1837 WOLFORD WAY	1744	PUD	1	THE VILLAGES	LENNAR HOMES OF OKLAHOMA, LLC.	\$207,200.00
PRSF202403405	2024-07-24	1706 ZAYDEN LN	1975	R-1	7	CEDAR LANE SEC. III	TABER BUILT HOMES, LLC.	\$320,000.00
PRSF202403412	2024-07-26	3620 ALTA VISTA DR	1968	PUD	8	FLINT HILLS SEC. 1	IDEAL HOMES OF NORMAN, LP.	\$272,580.00
PRSF202403454	2024-07-26	1729 TAINES TURN	2774	R-1	7	CEDAR LANE SEC. III	TABER BUILT HOMES, LLC.	\$381,000.00
PRSF202403458	2024-07-26	1733 TAINES TURN	3161	R-1	7	CEDAR LANE SEC. III	TABER BUILT HOMES, LLC.	\$430,000.00
PRSF202403460	2024-07-26	1725 TAINES TURN	3432	R-1	7	CEDAR LANE SEC. III	TABER BUILT HOMES, LLC.	\$460,000.00
PRSF202403462	2024-07-29	4009 LLEYTON DR	2339	R-1	7	CEDAR LANE SEC. III	TABER BUILT HOMES, LLC.	\$348,000.00
39								\$13,772,000.00

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\$67,000.00
SPARTAN POOLS & PATIO




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PRPO202402742	2024-07-03	507 PINEY OAK DR	462	R-1	3	RIVER OAKS SEC 1	ROCK CREEK POOLS	\$60,500.00
PRPO202402909	2024-07-18	4812 KATHY LYNN DR	392	R-1	3	ARBOR LAKES ADDITION, SEC. 3	FOX POOLS OF CENTRAL OK	\$97,000.00
PRPO202403055	2024-07-10	3304 VALLEY HOLLOW	599	R-1	5	SUMMIT VALLEY ADDITION	PARADISE CUSTOM POOLS	\$81,000.00
PRPO202403075	2024-07-08	3817 BLACK MESA RD	424	PUD	6	RED CANYON RANCH ADD. SEC. 7	ACE POOLS	\$91,000.00
PRPO202403255	2024-07-16	3410 DRAGONFLY RD	1160	PUD	6	FROST CREEK	CW POOLS- WHITLAW, CORBIN	\$100,000.00
PRPO202403415	2024-07-26	2200 QUAIL CREEK DR	800	RE	5	QUAIL CREEK ACRES #1	PLEASANT POOLS	\$75,000.00
PRPO202403426	2024-07-29	5500 100TH AVE NE	0	A-2	5	NOT SUBDIVIDED	MANUEL RODRIGUEZ	\$94,425.00
8								\$666,425.00
PRSO202402879	2024-07-08	4201 BROOKFIELD DR		R-1	3	TROPHY CLUB	EIGHTTTWENTY	\$47,000.00
PRSO202403080	2024-07-03	1218 DAKOTA ST		R-1	2	SUNSET ADD	SHINE SOLAR DBA SHINE AIR	\$20,441.00
PRSO202403097	2024-07-05	1320 WESTBROOKE TER		R-1	2	WESTLAND ADD	EIGHTTTWENTY	\$25,000.00
PRSO202403098	2024-07-08	623 JEAN MARIE DR		R-1	2	UNIVERSAL HEIGHTS	EIGHTTTWENTY	\$15,000.00
PRSO202403100	2024-07-08	2745 MEADOWBROOK DR		R-1	4	BROAD ACRES SEC 1	EIGHTTTWENTY	\$20,000.00
PRSO202403101	2024-07-03	2514 ATWOOD DR		R-1	2	NORMANDY MANOR	CLEAN RESIDENTIAL ENERGY LLC	\$52,000.00
PRSO202403102	2024-07-08	725 TERRACE PL		R-1	2	NORMANDY MANOR	CLEAN RESIDENTIAL ENERGY LLC	\$32,000.00
PRSO202403143	2024-07-12	8204 DRIFTWOOD CIR		RE	5	NORMANDY ESTATES	EIGHTTTWENTY	\$27,000.00
PRSO202403174	2024-07-12	1125 WESTBROOKE TER		R-1	4	WESTBROOKE TERRACE	DELTA ENERGY SOLAR	\$20,400.15
PRSO202403204	2024-07-16	3800 ABINGDON DR		R-1	5	BELLATONA ADD SEC 1	ANOVA HOMES, LLC	\$12,250.00
PRSO202403215	2024-07-16	1322 SUNSET DR		R-1	2	FUZZELLS ADD #2 - REPLAT	ANOVA HOMES, LLC	\$15,042.00
PRSO202403307	2024-07-16	1336 SUPERIOR AVE		R-1	6	LAKECREST ESTATES	ANOVA HOMES, LLC	\$23,361.00
PRSO202403309	2024-07-16	107 GATEWOOD DR		R-1	2	FUZZELLS ADD #2 - REPLAT	ANOVA HOMES, LLC	\$31,900.00
PRSO202403313	2024-07-18	2612 DUNHAM DR		R-1	1	SUMMIT LAKES ADD. SEC. 8	SUNTRIA (CONTRACTOR PORTAL)	\$30,735.92
PRSO202403322	2024-07-19	3827 MANDERLY PL		R-1	5	BELLATONA SEC 1	ANOVA HOMES, LLC	\$19,618.00
PRSO202403324	2024-07-19	1004 GOLDEN EAGLE DR		RM-2	7	EAGLE CLIFF ADD #5	EIGHTTTWENTY	\$35,000.00
PRSO202403433	2024-07-25	1512 KESTREL CT		R-1	6	SUTTON PLACE ADD., SEC. 7	ANOVA HOMES, LLC	\$45,800.00
PRSO202403464	2024-07-25	2306 ARCADY AVE		R-1	5	BELLATONA ADD. SEC. 3	EIGHTTTWENTY	\$15.6


Residential, Solar

Item 6.

 July 2024 Residential Permit Totals		
Reporting Code	Count	Valuation
Residential, Accessory Structure	11	\$620,693.13
Residential, Accessory Dwelling Unit	2	\$96,000.00
Residential, Addition / Alteration	12	\$981,391.75
Residential, Carport	3	\$16,049.85
Residential, Demolition	1	0
Residential, Fire	1	\$165,000.00
Residential, New Single Family Dwelling	39	\$13,772,080.00
Residential, Pool	8	\$666,425.00
Residential, Solar	25	\$621,723.07
Residential, Storm Shelter	14	\$47,950.00
Residential, Water Well	1	0
TOTAL	117	\$16,987,312.80

July 2024 Non-Residential Permit Activity

Reporting Code	Permit Number	Date Issued	Address	Sq Ft	Zoning	Ward	Subdivision	Contractor	Tenant	Valuation
Commercial Addition/Alteration	PRAD202402897	2024-07-30	1611 COLLEGE AVE	10137	R-3	7	NOT SUBDIVIDED	TIMBERLAKE CONSTRUCTION	TRI DELTA SORORITY	\$ 3,700,000.00
	PRAD202402851	2024-07-01	100 STINSON ST	115	R-1	7	ST. THOMAS MORE CHURCH SEC. 2	DAVID MCPHERSON	ST THOMAS MORE	\$ 25,000.00
	PRAD202402946	2024-07-02	2596 W TECUMSEH RD	2245	C-2	8	SHOPS AT TECUMSEH	QUAD BUILD, INC.	DOCTORS OFFICE	\$ 100,000.00
	PRAD202402990	2024-07-11	777 JENKINS AVE	1495	C-1	4	STATE UNIVERSITY ADD	SANTOS LOPEZ	LADIVINA ICE CREAM	\$ 10,000.00
	PRAD202403020	2024-07-23	1601 24TH AVE NW	1947	PUD	8	UNIV NPARK V, LOTS 2A AND 2B	NINA BERG	STARBUCKS	\$ 550,000.00
	PRAD202403033	2024-07-12	4701 12TH AVE NW	2044	A-2	6	NOT SUBDIVIDED	MOORE-NORMAN AREA VOCATIONAL-TECHNICAL S	MOORE-NORMAN VOTECH HR OFFICES	\$ 130,000.00
	PRAD202403141	2024-07-16	4801 E FRANKLIN RD	960	A-2	5	NOT SUBDIVIDED/SCHOOL	STATE SCHOOL LAND COMMISSION	ROBIN HILL PUBLIC SCHOOL	\$ 99,000.00
	PRAD202403155	2024-07-19	730 STINSON ST	510	PUD	7	LODGE AT STINSON	GEOFFREY MCKINNEY	FLATS AT NORMAN	\$ 200,000.00
	PRAD202403317	2024-07-29	214 E MAIN ST	3115	C-3	4	NORMAN, O T	C L L C,LLC C/O ADAIR & ASSOCIATES	ROSA MEZCAL RESTAURANT	\$ 25,000.00
	9								\$ 4,839,000.00	
Commercial, Demolition	PRDE202401959	2024-07-03	6427 ALAMEDA ST	400	A-2	5	NOT SUBDIVIDED	ITTER, LARRY D & PAMELA M	AMERICAN TOWER	\$ -
	PRDE202403303	2024-07-30	2010 RESEARCH PARK BLVD	8006	I-1	8	NORMAN RESEARCH PARK	MIDWEST WRECKING	K & S AUTO SERVICE	\$ -
	2								\$ -	
Commercial, New Commercial Building	PRNR202401527	2024-07-19	3400 THEDFORD DR	19200	I-2	8	THEDFORD ADD	APOLLO BUILDING SYSTEMS	SOUTHWESTERN WIRE	\$ 1,270,258.00
	PRNR202402068	2024-07-11	4701 W MAIN ST	8800	C-2	3	HERITAGE PLACE II SEC 6	4701 W MAIN ST, LLC	STUDIO TATUM SHELL	\$ 750,000.00
	PRNR202402691	2024-07-08	2801 E ROBINSON ST	3268	A-1	6	NOT SUBDIVIDED-CITY PROPERTY	CITY OF NORMAN	CITY OF NORMAN	\$ 1,976,594.00
		3								\$ 3,996,852.00
Commercial, Solar	PRSO202403064	2024-07-03	1529 24TH AVE SW		I-1	2	SATELLITE ADD	OKIE SOLAR	AAA DISCOUNT CARPET, INC	\$ 100,000.00
		1								\$ 100,000.00
Institutional, Addition / Alteration	PRAD202403189	2024-07-19	901 N PORTER AVE	250	PUD	4	WHITWELL ADD	JOINER, JACK	NRH NE ENTRY	\$ 50,000.00
		1								\$ 50,000.00
TOTAL	16									\$ 8,985,852.00

 July 2024 Non-Residential Permit Totals		
Reporting Code	Count	Valuation
Commercial, Addition / Alteration	9	\$4,839,000.00
Commercial, Demolition	2	\$0.00
Commercial, New Commercial Building	3	\$3,996,852.00
Commercial, Solar	1	\$100,000.00
Institutional, Addition / Alteration	1	\$50,000.00
Total	16	\$8,985,852.00



July 2024 Monthly Permit Activity Summary with Details

From: 1/1/2024 To: 7/31/2024

Item 6.

Group	Category	2024		2023	
		Permits	Valuation	Permits	Valuation
RESIDENTIAL	Multi-Family, Addition / Alteration	6	\$384,752.00	33	\$448,916.00
	Multi-Family, Demolition	1	\$13,000.00		
	Multi-Family, Fire	2	\$100.00		
	Multi-Family, Foundation Only	1	\$680,000.00	1	\$50,000.00
	Multi-Family, New Multi-Unit Residential	2	\$2,000,000.00	4	\$8,940,000.00
	Multi-Family, Repair	2	\$700,792.00	1	\$619,021.00
	Residential, Accessory Structure	78	\$3,179,489.27	139	\$5,695,401.96
	Residential, Accessory Dwelling Unit	4	\$311,000.00		
	Residential, Addition / Alteration	69	\$4,955,176.45	107	\$7,422,804.00
	Residential, CarPort	22	\$166,739.36	32	\$226,425.57
	Residential, Demolition	14	\$135,500.00	31	
	Residential, Fire	1	\$165,000.00		
	Residential, Manufactured Home	4	\$136,952.00	10	\$1,488,826.00
	Residential, Manufactured Home			5	\$464,900.00
	Residential, New Single Family Dwelling	254	\$100,998,401.82	364	\$142,749,195.00
	Residential, New Two Family (duplex)	2	\$445,000.00	8	\$1,334,512.00
	Residential, Pool	52	\$4,742,592.00	97	\$8,675,680.00
	Residential, Repair	11	\$878,221.00	46	\$4,417,476.00
	Residential, Solar	89	\$2,597,740.67	238	\$7,860,681.83
	Residential, Storm Shelter	179	\$734,530.00	340	\$1,369,648.00
Residential, Water Well	3		29		
Total		796	\$123,224,986.57	1,485	\$191,763,487.36
NON-RESIDENTIAL	Commercial, Addition / Alteration	74	\$29,423,816.00	125	\$60,201,370.00
	Commercial, Demolition	11	\$295,000.00	7	
	Commercial, Foundation Only	1	\$500,000.00	3	\$1,930,000.00
	Commercial, New Commercial Building	17	\$18,128,617.00	36	\$112,590,200.00
	Commercial, Pool	1	\$250,000.00		
	Commercial, Repair	14	\$8,912,349.00	4	\$2,375,000.00
	Commercial, Solar	2	\$624,405.00		
	Industrial, Fire	1	\$92,000.00		
	Industrial, Foundation Only	1	\$450,000.00		
	Institutional, Addition / Alteration	2	\$2,350,000.00		
	Total		124	\$61,026,187.00	175
OTHER ACTIVITY	# of New Dwelling Units	292			
	All Field Inspections	15,931		25,516	
	Certificate of Completion (CC)	1,593			
	Certificate of Occupancy (CO)	156		1,116	
	Demo # of Dwelling Units	18			
	Demolition	5			
	Electrical Permit	724		1,730	
	Fire	1			
	Garage Sale	462		683	
	Mechanical Permit	698		1,716	
	Paving (PRIVATE PROPERTY)	45	\$370,394.46	97	\$1,384,075.00
	Plumbing Permit	868		1,837	
	Public Works	106	\$1,558,499.42		
	Sign	170	\$412,915.00	503	
	Street Closure(Not Event)	2			
	Structure Moving	6		23	
	Temporary Structure	8		25	\$326,580.00
Total		21,085	\$2,341,808.88	33,246	\$1,710,655.00
Total		22,044	\$187,787,060.95	34,906	\$370,570,712.36

POLICE 11



NORMAN POLICE DEPARTMENT

MONTHLY DEPARTMENT OVERVIEW

Item 6.



JULY | 2024

MONTHLY ACTIVITY OVERVIEW

SUMMARY OF REPORTED OFFENSES	2024	5-YEAR AVERAGE	2023
MURDER	1	1	2
SEXUAL ASSAULTS	11	14	13
ROBBERY	4	4	2
AGGRAVATED ASSAULTS	21	26	25
BURGLARY OF BUILDING	36	41	32
LARCENY/THEFT	206	227	165
MOTOR VEHICLE THEFT	24	33	29
ARSON	1	1	0
KIDNAPPING	3	2	1
FRAUD/FORGERY	56	80	58
DUI/APC	28	31	37
PUBLIC INTOXICATION	58	44	50
RUNAWAYS	38	22	31
DRUG VIOLATIONS	83	47	59
THREATS/HARASSMENT	24	36	34
VANDALISM	57	82	79
OTHER	624	572	614
TOTAL REPORTED OFFENSES	1,275	1,261	1,231
TOTAL ARRESTS:	760	652	777
PROTECTIVE CUSTODY:	116	89	92
TOTAL CASE REPORTS*	995	1,002	940
COLLISIONS	164	156	158
FATALITY	0	1	2
INJURY	15	21	27
NON-INJURY	149	134	129
NUMBER OF PEOPLE INJURED	16	25	35
CITATIONS & WARNINGS	2,088	1,799	2,370
TRAFFIC CITATIONS	736	528	664
TRAFFIC WARNINGS	835	917	1,325
PARKING CITATIONS & WARNINGS	517	353	381

COMMUNICATIONS CENTER ACTIVITY OVERVIEW

911 CALLS TAKEN: 5,547

NON-EMERGENCY CALLS TAKEN: 16,001

TOTAL INCOMING CALLS: 21,538

TOTAL CALLS FOR SERVICE GENERATED: 13,730

POLICE CALLS FOR SERVICE: 7,807

OFFICER INITIATED: 2,776

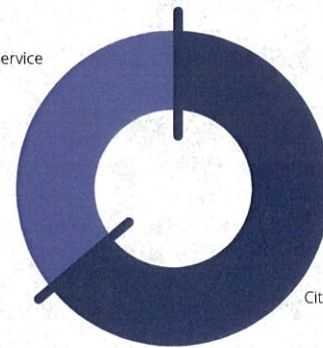
CITIZEN INITIATED: 5,031

OTHER CAD ACTIVITY:

NORMAN FIRE: 1,679

EMSSTAT: 2,244

Officer Initiated Calls for Service
2,776



Citizen Initiated Calls for Service
5,031

INVESTIGATIONS ACTIVITY

CASES OPEN DURING REPORTING PERIOD: 176

CASES ASSIGNED DURING THE CURRENT REPORTING PERIOD: 89

CASES CLOSED DURING REPORTING PERIOD: 446

CLEARED BY ARREST / WARRANT: 11

CLEARED BY EXCEPTION: 19

COP FOLLOW-UP: 5

DEACTIVATED: 318

DEACTIVATED DUE TO STAFFING: 23

MISSING PERSONS RECOVERED: 24

REFERRED INTERNALLY: 43

UNFOUNDED: 3

ANIMAL WELFARE

INTAKES: 314

LIVE RELEASES: 247

LIVE OUTCOME RATE: 88%

ANIMALS FOSTERED: 99

ANIMALS LICENSED: 53

VOLUNTEER HOURS: 183

RECORDS

CUSTOMER SERVICE CONTACTS: 2,150

IN-PERSON CONTACTS: 848

PHONE CONTACTS: 709

EMAIL CONTACTS: 593

DEPARTMENT STAFFING

AUTHORIZED COMMISSIONED: 184

ACTUAL EMPLOYED: 164

AVAILABLE FOR ASSIGNMENT: 152**

AUTHORIZED NON-COMMISSIONED: 76

ACTUAL NON-COMMISSIONED: 69

AVAILABLE FOR ASSIGNMENT: 66**

*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 July 2024



IN SHELTER ANIMAL COUNTS

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Beginning	102	171	273	82	115	197	(76)	-28%
Ending	92	118	210	84	139	223	13	6%

ANIMAL INTAKES

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Stray at Large	111	86	197	118	139	257	60	30%
Owner Relinquish	5	17	22	12	17	29	7	32%
Owner Intended Euth	0	0	0	4	1	5	5	#DIV/0!
Transfer In	0	0	0	0	0	0	0	#DIV/0!
Other Intakes*	9	7	16	3	10	13	(3)	-19%
Returned Animal	2	2	4	7	3	10	6	150%
TOTAL LIVE INTAKES	127	112	239	144	170	314	75	31%

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

OTHER STATISTICS

	2023		2024		Comparisons	
	Total	Total	Total	Total	Difference	Percent
Wildlife Collected (DOA)	0	0	0	0	0	#DIV/0!
Dog Collected (DOA)	2	2	2	2	0	0%
Cat Collected (DOA)	0	0	0	0	0	#DIV/0!
Wildlife Transferred	0	0	0	0	0	#DIV/0!
Intake Horses	0	0	0	0	0	#DIV/0!
Intake Cows	0	0	0	0	0	#DIV/0!
Intake Goats	0	0	0	0	0	#DIV/0!
Intake Sheep	0	0	0	0	0	#DIV/0!
Intake Rabbits	1	1	1	1	0	0%
Intake Pigs	0	0	0	0	0	#DIV/0!
Intake Other	3	3	3	3	0	0%
TOTAL OTHER ITEMS	6	6	6	6	0	0%

LENGTH OF STAY (DAYS)

	2023	2024
Dog	24.7	17.4
Puppy	14.9	14.2
Cat	24.6	11.1
Kitten	16.8	15.9

OWNER SURRENDER PENDING INTAKE

	Canine	Feline	Other	Total
Animals	176	86	0	262

Norman Animal Welfare Monthly Statistical Report July 2024



LIVE ANIMAL OUTCOMES

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Adoption	38	91	129	54	83	137	8	6%
Return To Owner	34	1	35	39	2	41	6	17%
Transferred Out	46	51	97	5	2	7	(90)	-93%
Returned to Field	0	6	6	0	44	44	38	633%
Returned to Owner in Field	N/A	N/A	N/A	18	0	18		
TOTAL LIVE OUTCOMES	118	149	267	116	131	247	(20)	-7%

OTHER ANIMAL OUTCOMES

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Died in Care	3	6	9	1	8	9	0	0%
Lost in Care	0	0	0	0	0	0	0	#DIV/0!
Shelter Euth	14	10	24	16	7	23	(1)	-4%
Owner Intended Euth	0	0	0	4	1	5	5	#DIV/0!
TOTAL OTHER OUTCOMES	17	16	33	21	16	37	4	12%

TOTAL OUTCOMES

	2023			2024			Comparisons	
	Canine	Feline	Total	Canine	Feline	Total	Difference	Percent
Total Live Outcomes	118	149	267	116	131	247	(20)	-7%
Total Other Outcomes	17	16	33	21	16	37	4	12%
TOTAL OUTCOMES	135	165	300	137	147	284	(16)	-5%

SHELTER EUTHANASIA DATA

	Canine	Feline	Other	Total	Percentage
	Medical - Sick	2	3	0	5
Medical - Injured	0	4	0	4	17%
Behavior - Aggressive	10	0	0	10	42%
Behavior - Other	5	0	0	5	21%
TOTAL EUTHANASIA	17	7	0	24	

MONTHLY LIVE RELEASE RATE

2023	2024
89.0%	88.5%

Live Outcomes / (Total Outcomes - Owner Int Euth)

PUBLIC WORKS **12**

DEPARTMENT OF PUBLIC WORKS
MONTHLY PROGRESS REPORT
CITY OF NORMAN, OKLAHOMA
July 2024

ENGINEERING DIVISION

DEVELOPMENT

The Development Manager processed two (2) Rural Certificate of Survey and one (1) Short Form Plat for Planning Commission; No items for City Council. The Development Engineer reviewed 16 sets of construction plans and two (2) punch lists. There were 145 permits reviewed and/or issued. Fees were collected in the amount of \$8,042.15.

CAPITAL PROJECTS:

James Garner Phase 2 – Acres Street to Flood Avenue:

The Oklahoma Department of Transportation conducted a bid opening on October 20, 2022, for the James Garner Avenue Norman Forward Project. The low bidder was Redlands Contracting, LLC of Warr Acres, Oklahoma, with a construction cost of \$7,820,000. Approximately \$4.8 million of this will be paid from federal grant funds. The remainder is paid for with Norman Forward funding.

ODOT awarded the project on November 7, 2022. This project has a 460-calendar day construction schedule, which will likely result in summer 2024 completion. The Oklahoma Department of Transportation is administering the construction of this project, with the assistance of Smith Roberts Baldischwiler.

The project involves the following items:

- Construction of a new roadway extension of James Garner Avenue beginning from just north of Acres Street adjacent to the Norman Municipal Library and extending north of Robinson Street to connect to Flood Avenue.
- New multilane roundabout intersection between the Flood Avenue and the new James Garner extension
- A new vehicular and pedestrian bridge over Robinson Street with aesthetics honoring James Garner as the roadway's namesake.
- Reconstruction and extension of the Legacy Trail with improved pedestrian lighting.
- Low Impact Development such as plantings and landscaping in the roadway medians and at bridge abutments to filter runoff and help prevent erosion.
- Reconfigured connections between local streets from Johnson Street to Himes Street.
- Decorative roadway lighting and landscaping.

As of the last pay application on 7/15/2024, 96% of the total contract amount has been expended. Through 7/15/24, 85% of the contract time had expired.

The contractor's activities this month were as follows:

- Completed installation of landscaping in roundabout
- Bridge railing installation
- Foundations installed for public art piece
- Light poles, wiring and conduit are installed awaiting OG&E to install luminaires
- Final inspection walkthrough completed 7/29/2024

Sidewalk Programs:

Lindsey Street Sidewalk Repair Project This project is 80% funded through an ACOG grant and is currently in design with EST, 90% plans have been completed and are in review at this time. This project will include removal and replacement of sidewalks, ramps, driveways and pedestrian push button actuators along Lindsey Street from 12th Avenue SE to 24th Avenue SE on the north and south sides of Lindsey Street. Construction is anticipated to start in the winter/spring of 2025.

12th Ave NE and W Brooks Street Sidewalk Project This project is 80% funded through an ACOG grant and is currently in design with Garver, 30% plans have been received and are in review at this time. Once review is complete plans will be turned over to ODOT for review and to move the project along to the next phase. This project will include placement of sidewalks, ramps, and driveways along 12th Avenue NE from E Robinson Street to E Rock Creek Road and W Brooks Street from S Pickard Avenue to Wylie Road. Construction is anticipated to start in the spring/summer of 2025.

*Monthly Progress Report**Public Works (July 2024)*

FYE 2025 Sidewalk Concrete Projects This project was awarded to Arroyo's Concrete LLC on 7/23/2024 and will be under construction in August. This contract includes Citywide Sidewalk Reconstruction Projects, Sidewalk Accessibility Projects, Sidewalk Program for Schools and Arterials Projects, Downtown Area Sidewalks and Curbs and Sidewalks and Trials. This contract will be on going through June of 2025.

Flood Multimodal Path This project was awarded to Parathon Construction and will be under construction in early to mid-August. This contract includes a 10' wide multi use path along the west side of Flood Avenue from Robinson Street to Tecumseh Road. Construction is expected to be completed by December of 2024.

State Highway 9 Multi Use Path This project is 80% funded through an ACOG grant and is currently in design, 30% plans have been completed and are in review at this time. This project will include the construction of a 10' wide Multi Use Path from 48th Ave SE to 72nd Ave SE along the north side of State Highway 9. Construction is anticipated to start in the summer of 2025.

Street Maintenance Bond Programs:**FYE 2024 Street Maintenance Bond – Urban Concrete 1**

Urban Concrete Bid 1 bids were opened on June 22, 2023. Seven bids were received and the contract was awarded on July 25, 2023 to Nash Construction Company in the amount of \$1,340,825.00. The project consists of select panel replacement on existing concrete streets. The project should be completed by June 2024.

The contractor mobilized on October 12, 2023. During the month of July, the contractor reached substantial completion and began working on punch list items. The final acceptance is anticipated to go to council on September 16, 2024.

FYE 2024 Street Maintenance Bond – Urban Concrete 2

Urban Concrete Bid 2 bids were opened on June 22, 2023. Seven bids were received and the contract was awarded on July 25, 2023 to Arroyo's Concrete LLC in the amount of \$1,337,100.00. The project consists of select panel replacement on existing concrete streets. The project should be completed by June 2024.

The contractor mobilized on October 13, 2023. During the month of July, the contractor reached substantial completion and began working on punch list items. The final acceptance is anticipated to go to council on August 27, 2024.

FYE 2024 Street Maintenance Bond – Asphalt

Street Maintenance Bond Asphalt bids were opened January 28, 2024. Five bids were received and the contract was awarded on February 13, 2024, to Silver Star Construction Co., Inc. in the amount of \$1,028,500. The project includes asphalt milling and repaving on 3.1 miles of urban and rural streets. The contractor completed all asphalt paving during the month of May. This project had remaining funds and the contractor was remobilized to complete concrete work to improve conditions on North Peters Avenue between Acres Street and East Frank Street. The work completed included the construction of new inlet structures, new intersection returns, and curb and gutter. During the month of July, staff received an estimate from the contractor to perform work in the Pine Creek addition to repair damages caused by a utility contractor. Change Order No. 1 for Contract K-2324-111 is anticipated to go to council on August 13, 2024.

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. On December 13, 2022 Council approved a resolution to alter transit bus service as recommended in the Plan. The route changes were effective October 16, 2023 after many months of implementation work, including the remodel of 320 E. Comanche into the Norman Transit Center. Staff are continuing to move forward on the next steps as recommended in the plan. Recent work includes:

Go Norman Transit Plan: Vehicle Procurement

- o The City is in the process of purchasing 6 CNG cutaway transit buses for the paratransit fleet. Below is background on this purchase:
 - o On April 11, 2023, Council approved Resolution R-2223-117 authorizing an application to the FTA's Bus and Bus Facilities (5339b) and Low- or No-Emissions Grants program to purchase 6 CNG cutaway transit buses for the paratransit fleet. The proposed cost share per bus was \$129,452 federal (75%) and \$43,151 local match (25%), resulting in \$172,603 total per bus. Thus

Monthly Progress Report
Public Works (July 2024)

the proposed cost share for 6 cutaway buses was \$776,714 federal (75%) and \$258,904 local (25%), resulting in a \$1,035,618 total cost for 6 units. On June 26, 2023, the FTA awarded the City's grant application to purchase 6 CNG cutaway buses for fleet replacement without any changes. On June 11, 2024, Council adopted resolution R-2324-149 formally accepting the grant and authorizing the purchase using additional local funding to include designation signage which increases the fleet's resiliency by allowing these vehicles to be used in fixed-route applications which needed in the future. The revised cost share per bus is \$129,452 federal (72%) and \$50,888 local match (28%), resulting in \$180,340 total per bus. Thus the proposed cost share for 6 cutaway buses is \$776,714 federal (72%) and \$305,326 local (28%), resulting in a \$1,082,040 total cost for 6 units.

- On February 9, 2024, the City Manager approved the purchase of two support vehicles via state contract using funds budgeted for vehicle replacement which were available in the Public Transportation Fund. The EV charging station for these units has been installed and one of the two vehicles have been both delivered and put into service.

New Route Network

City Transit staff continue to monitor and ensure the smooth transition to the new route network by working with other City staff, EMBARK staff, citizens, local organizations, and Councilmembers to identify and resolve concerns arising from the new route network. A couple of areas have been identified to add bus stops to address some concerns with the route changes. Those are listed below and do not alter the times the routes operate. Updated service schedules have been printed and distributed on buses, at the Transit Center, and at various city offices. Staff will continue working with community partners and EMBARK to analyze other changes that could be implemented.

- Add an outbound and inbound stop on Route 112 on University Blvd, just south of Symmes St. These stops will provide access to destinations in the area, including the McFarlin Food Pantry.
- Add two inbound stops on Route 111 on Triad Village Dr., one just east of 12th Ave SE and the other outside of Wyndam Place Senior Residences.

Service Expansion Priorities

Now that the new route network has been implemented, City Transit staff are reviewing and evaluating the next priorities recommended by the Go Norman Transit Plan. The first three expansion recommendations from a total of eight recommendations are as follows:

- *Priority 1: Sunday Service* – This service expansion responds to rider requests for Sunday service. Sunday service span and trip frequencies would match Saturday service levels. Sunday transit service is currently being tested as part of the Norman On-Demand microtransit pilot program.
- *Priority 2: Increased Frequency on Route 112* – This service expansion upgrades the trip frequency of Route 112 (West Lindsey) from 60 minutes to 30 minutes. Ridership on this route has increased 75-110% since the new route network was implemented. Staff submitted a budget request that was approved in the FYE 2025 budget to implement this priority. Implementation is being planned for October 2024 to coincide with the next driver shift bid process.
- *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. While ridership for this route has decreased 40% since the new route network was implemented, the planned developments along 24th Ave NW are expected to increase ridership along this route as well.

Microtransit Pilot Program with Via Transportation – Norman On-Demand

- On April 23, 2024 Council approved amendments to contracts K-2223-164 (AMD2) and K-2324-50 (AMD1) providing for expansion of the existing program for the remainder of the current contract, through August 21, 2024. The expanded zone includes Ed Noble Parkway, Sooner Mall, Robinson Crossing, and more. These changes went into effect on May 1, 2024.
- Staff developed contract amendments with both Via Transportation and the University of Oklahoma to extend the expanded service through the end of summer 2025. These amendments were included on the July 9, 2024 Council regular meeting agenda. More details can be found in the attached monthly performance report for this service, named Norman On-Demand.

Monthly Progress Report

Public Works (July 2024)

Transit Monthly Performance Reports

Attached are both the EMBARK Norman Performance Report and the Norman On-Demand Performance Report for June 2024.

STREETS DIVISION

CAPITAL PROJECTS:

36TH AVENUE SE: LINDSEY STREET TO ALAMEDA STREET

Streets crews worked a deep patch at 36th Avenue SE: Lindsey Street to Alameda Street and required 1,874.75 tons of asphalt for the repair.

ASPHALT PROJECTS:

36TH AVENUE SE: ROBINSON STREET TO ROCK CREEK ROAD-- DEEP PATCH

Streets crews worked a deep patch 36th Avenue SE: Robinson Street to Rock Creek Road and required 71.33 tons of asphalt for the repair.

TIMBERCREST STREET – DEEP PATCH

Streets crews worked a deep patch at Timbercrest Street and required 240.97 tons of asphalt for the repair.

ROYAL OAKS ADDITION – CRACK REPAIR

Streets crews worked crack repair at Royal Oaks Addition and required 8.22 tons of asphalt for the repair.

3202 BLUE CREEK PARKWAY – DEEP PATCH

Streets crews worked a deep patch at 3202 Blue Creek Parkway and required 35.15 tons of asphalt for the repair.

TROUT AVENUE – DEEP PATCH

Streets crews worked a deep patch at Trout Avenue and required 72.81 tons of asphalt for the repair.

CONCRETE PROJECTS:

BEAUMONT DRIVE AND BILOXI DRIVE

Streets crews replaced concrete panels at 2801 Chelsea Drive. This repair required 56.50 cubic yards of concrete and resulted in over 195 square yards repaired.

1916 WHISPERING PINES CIRCLE

Streets crews replaced concrete panels at 1916 Whispering Pines Circle. This repair required 41 cubic yards of concrete and resulted in over 138 square yards repaired.

ROADSIDE OPERATIONS:

ROUTINE POTHOLE PATCHING OPERATIONS

This month approximately 27.87 tons of asphalt was utilized in routine pothole patching operations.

MOWING OF ROADSIDE RIGHTS-OF-WAY

Streets Roadside Mowing crew continued their summer mowing schedule. During July, 2024, 258 miles of rural rights-of way and 4,415,131 sq. ft. of urban rights-of-way were mowed.

STORMWATER DIVISION

WORK ORDER RESPONSE

Stormwater Division received 18 work order requests and closed 18 work orders.

INFRASTRUCTURE MAINTENANCE

The Infrastructure Maintenance Crew

- Finished the 200 feet of pipe replacement on Madra Street.

*Monthly Progress Report
Public Works (July 2024)*

- Reset a manhole ring and lid at 713 Rustwood Trails.
- Resealed three leaking stormwater pipe joints at 3205 Summit Crossing.

CHANNEL MAINTENANCE

The Channel Maintenance Crew

- Reshaped 200 feet of drainage ditch at Ridgeline Circle.
- Removed debris at Meadow Avenue Channel.
- Removed debris from Bishop Channel at 515 E Eufaula.
- Mowed 1,667,948 square feet of stormwater channels during the month of July.

URBAN STREET SWEEPING/CAMERA VAN OPERATIONS

- 455 lane miles were swept in July resulting in the removal of approximately 108.89 tons of debris from various curb-lined streets throughout the city.
- The Camera Crew used the GPS while camera is being repaired.

STORMWATER OKIE LOCATES

During the month of July 2,955 Call 811 Okie Spots were received. Of those requests, 150 were marked stormwater pipe locates.

FLEET DIVISION

The Fleet Management Division Activity Report shows a comprehensive summary of the activity during the month, broken down into 3 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 amount 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.

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.

Monthly Progress Report

Public Works (July 2024)

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.

July 2024

**DEVELOPMENT COORDINATION,
ENGINEERING, AND PERMIT REVIEW**

KEN DANNER/TODD McLELLAN/JACK BURDETT

	NUMBER OF INSTANCES	PERCENTAGE ACHIEVED
<i>PI #8</i> PREPARE DEVELOPMENT PUNCH LIST WITHIN 1 DAY OF FINAL INSPECTION	2	100%
<i>PI #10</i> SINGLE FAMILY BLDG PERMIT REVIEW W/I 3 DAYS	39	100%
<i>PI #11</i> COMMERCIAL BLDG PERMIT REVIEW W/I 7 DAYS	7	100%
<i>PI #12</i> CONSTRUCTION PLAN REVIEW W/I 10 DAYS	16	100%
<i>PI #13</i> FINAL PLAT REVIEW COMPLETED WITHIN 10 DAYS	5	100%



PERFORMANCE REPORT

Summary of Services Table: June 2024

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.

EMBARCK Norman Service Summary	ADP Jun FY24	FY24 YTD	FY23 YTD	Service Profile	Jun FY24	Jun FY23
Fixed Routes (M-F)	1,263	345,285	279,632	Weekdays	20	22
Fixed Routes (Sat)	630	34,708	27,635	Saturdays	5	4
PLUS (M-F)	85	22,197	21,940	Gamedays	0	0
-Zone 1*	60	16,237	18,420	Holidays	0	0
-Zone 2**	25	5,960	3,520	Weather	4	5
PLUS (Sat)***	22	1,039	1,186	Fiscal YTD Days	307	307
				Cal. YTD Days	154	153

*Requires ¾ mile

**Operates only on Weekdays until 7:00 pm

***Operates only in Zone 1

Strategic Performance Measures

MEASURE	FY 24 YTD	FY 24 Targets	
# of Norman fixed-route passenger trips provided	379,993	251,881	■
# of Norman paratransit trips provided	23,236	21,000	■
% of on-time Norman paratransit pick-ups	97.34%	98.58%	●
# of Norman bus passengers per service hour, cumulative	18.40	13.10	■
# of Norman bus passengers per day, average	1,241	800*	●
% of Norman required paratransit pick-ups denied due to capacity	0.00%*	0.00%**	●
% of on-time fixed-route arrivals	67.10%	80.94%	◆

*These targets are not being tracked in LFR but can be found in the KPI spreadsheet.

**One denial due to capacity was recorded for FY23



Performance Report

Microtransit Pilot Program Performance Report

June 2023

Purpose

The Microtransit Pilot Program Performance 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 performance measures used by staff may change over the course of the pilot program. Initially we will be comparing the key performance indicator goals that were outlined in the request for proposals (RFP) to the data provided from Via for the Norman On-Demand program. These indicators and performance measures include average walking distance, maximum walking distance, average rider wait time, maximum rider wait time, and the percentage of ride requests completed within 20 minute wait time.

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 compliments existing public transit service by extending service into the late night hours and during the day on Sundays for a small fee. 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. As of May 1, 2024, the map will extend the west boundary to 36th Ave. NW, add one additional vehicle for a total fleet of six, and alter Thurs-Sat hours to end at 1am during 'Summer Hours'.

Service Hours		Pricing	
Monday-Wednesday	7pm – 1am	First Passenger	\$2.00
Thursday-Saturday	7pm – 1am	Each Additional Passenger	\$1.00
OU SafeRide: Thursday-Saturday	10pm – 1am	OU SafeRide (OU Students using OU email address during SafeRide hours)	Free
Sunday	10am – 6pm		
<i>ADA/Wheelchair Accessible Vehicles available upon request.</i>			

Key Performance Indicator Measures

Measure	Target	June	Service to Date (8/21/23 – 6/30/24)
Average Walking Distance	<0.10 miles	0.06 miles	0.06 miles
Maximum Walking Distance	0.25 miles	0.33 miles	0.33 miles
Average Rider Wait Time*	<15 min	24.4 min	23.5 min
Maximum Rider Wait Time*	20 min	77.3 min*	86.7 min*
Percentage of Ride Requests Completed Within 20min. Wait Time	>80%	46.70%**	51.23%**

*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

Norman On-Demand completed 2,163 rides in June 2024, which is a 15.73% decrease from the May 2024 total of 2,567. There were a total of 8 completed trips that requested a wheelchair accessible vehicle

(WAV) in the month of June. 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').

Ridership	June	Service to Date (8/21/23 – 6/30/24)
Total number of passengers	2,163	25,801
Total number of Trips Completed	1,593	16,593
# of Completed Trips Requesting WAV	8	185
Ridership Per Service Hour (RPSH)	5	5.7

Rider Experience

The system includes an automated feedback 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. A single rider complaint was reported to Via in the month of June; regarding an issue with routing.

Rider Experience	June	Service to Date (8/21/23 – 6/30/24)
Average Ride Duration	10.6 min	9.7 min
Average Ride Distance	3.3 miles	3 miles
Average Ride Rating	5.0 (out of 5 stars)	4.9 (out of 5 stars)

Program Engagement and Rider Growth

Due to discrepancies between the Via online dashboard and data recorded by staff internally, the program engagement and rider growth numbers have not been updated at this time. Staff are working to resolve the issue to resume this reporting with the July Norman On-Demand performance report. The table to the right includes the May 2024 reported data. As of the end of May, approximately 24.5% or 1,312 active accounts have completed more than five rides. Riders are also able to call 405-643-8638 to schedule rides without using the App.

Engagement – Service to Date (8/21/23 – 5/31/24)		
App Accounts Created Since Launch	5,351	
OU Accounts	N/A	N/A
Active Accounts*	3,540	66.1%
Rider Accounts**	2,561	47.8%
Repeat Rider Accounts***	2,015	37.6%
*accounts where user has engaged with ride requests at least once		
**accounts with at least 1 completed ride		
***accounts with at least 2 completed rides		

Accidents and Vehicles

No accidents or incidents were reported in the month of June. All incidents are reported to City of Norman Transit staff in a timely manner by our provider Via.

All six vehicles were in active service during the month of June, which meets the target fleet availability.

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2024

Item 6.

STREET DIVISION					
	FYE 2025 July 2024	FYE 2025 July 2024	Year to Date	Year to Date	FYE 2025
PERFORMANCE INDICATORS	ACTUAL	PERCENT	ACTUAL	PERCENT	PROJECTED
Distribute work order requests to field personnel within one day.	99%	99%	99%	100%	100%
Patch potholes smaller than one cubic foot within 24 hours (tons of material used)	100%	100%	100%	100%	95%
	27.87		27.87		
Overlay/pave 10 miles per year.	-	0%	-	0%	100%
Replace 2,000 square yards of concrete pavement panels	431.00	22%	431.00	22%	100%
Grade all unpaved alleys two (2) times per year. (approximately 210 blocks)	2.00	0%	2.00	0%	100%
Mow 15 ROW-miles (1,584,000 sf) of Urban right-of-way, eight times per year	4,415,131.00	35%	4,415,131.00	35%	100%
Mow 148 miles of Rural Right-of-way three times per year	258.00	58%	258.00	58%	100%
Debris Removal – pre-positioned contractor on notice 24 hours prior to storm event	-	0%	-	0%	0%
Debris Removal - Issue Notice to Proceed/Task Order with 48 hours of storm event	-	0%	-	0%	0%
Bridge - Maintain 5 non-deficient bridges in a year	0%	0%	0%	0%	100%
Bridge - Rehab 7 structurally deficient bridges per year through outside contract	-	0%	-	0%	0%
Bridge - Replace one functionally obsolete bridge per year	-	0%	-	0%	0%
Bond Program - Contract all selected projects for the bond year within the same fiscal year	0%	0%	0%	0%	0%
Capital Program – Complete all selected projects within the same fiscal year		0%	-	0%	0%

SERVICE EFFORTS AND ACCOMPLISHMENTS FYE 2024

Item 6.

STORMWATER DIVISION					
	FYE 2025 JULY, 2024	FYE 2025 JULY, 2024	Year to Date	Year to Date	FYE25
PERFORMANCE INDICATORS	ACTUAL	PER CENT	ACTUAL	PER CENT	PROJECTED
Respond to stormwater complaints and drainage concerns within 24 hours of the time reported.	99%	99%	99%	99%	99%
Mechanically sweep 500 curb miles per month (6,000 Annually)	455.00	91%	455.00	8%	85%
Inspect and clean 100% of the urban drainage inlets three times per year.	-	0%	-	0%	65%
Mow 2,271,548 square-feet (52 acres) of open drainage ways, six times per year.	1,667,948.00	12%	1,667,948.00	12%	70%
Permit all floodplain activities as appropriate.	4.00	4%	4.00	4%	95%
Camera stormwater infrastructure to inspect and identify. (4 map grids per month)	-	0%	-	0%	85%
*Camera map grids identified in FY24 and program transitioning to proactive inspection.					

**PUBLIC WORKS
FLEET DIVISION
ACTIVITY REPORT**

Item 6.

July 2025

IN GALLONS	FYE 2025	FUEL REPORT	
	<u>UNLEADED PURCHASED</u>	<u>DIESEL PURCHASED</u>	<u>CNG PURCHASED</u>
Internal pumps	24,972.00	24,575.00	24,498.76
Outside - sublet	1,116.00	1,052.00	2,894.52
TOTAL	26,088.00	25,627.00	27,393.28
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>
Consumption	23,955.00	23,700.70	2,821.22
			<u>PUBLIC CNG CONSUMED</u>
			2,894.52

FYE 2025 TO DATE CONSUMPTION			
TOTAL	<u>UNLEADED CONSUMED</u>	<u>DIESEL CONSUMED</u>	<u>CITY CNG CONSUMED</u>
Consumption	23,955.00	23,700.70	2,821.22
			<u>PUBLIC CNG CONSUMED</u>
			2,894.52

INTERNAL PRICE PER GALLON:				EXTERNAL PRICE PER GALLON:			
UNLEADED	High	\$2.67	Low	\$2.54	UNLEADED	High	\$2.73
						Low	\$2.65
DIESEL	High	\$2.66	Low	\$2.35	DIESEL	High	\$3.49
						Low	\$2.51
CNG	High	\$0.17	Low	\$0.17	CNG	High	\$2.10
						Low	\$2.10

CONSUMABLE PARTS PURCHASED		PUBLIC CNG SALES	
REPAIR PARTS	\$133,479.34	Month Total Public CNG Sales	\$2,895
OILS/FLUIDS	\$10,636.04	FYE 2025 To Date Public Sales	\$6,079
TIRES	\$41,635.78	LIFE TO DATE CNG GAS GALLON EQUIVALENT	
SUBLET REPAIRS	\$6,808.91	Total Sold Gallons Life To Date	1,126,486
		Total Gross Sales Life To Date	\$1,688,924
TOTAL SPENT ALL Parts/Sublet	\$192,560.07	Life To Date CNG Gas Gallon Equivalent	
		Total Public/City Through-Put CNG Gallons @ Station:	3,609,014

Light Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	1	0	0	1
EMERGENCY ROAD CALLS	12	6	9	12
PM SERVICES	106	83	87	106
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	195	313	378	195
SCHEDULED REPAIRS	97	88	209	97
NON SCHEDULED REPAIRS	87	225	169	87

Heavy Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	0	0	0
EMERGENCY ROAD CALLS	18	11	19	18
PM SERVICES	61	44	36	61
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	200	202	221	200
SCHEDULED REPAIRS	47	87	87	47
NON SCHEDULED REPAIRS	135	155	139	135

Transit Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	0	0	0
EMERGENCY ROAD CALLS	0	0	1	0
PM SERVICES	21	8	17	21
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	53	57	108	53
SCHEDULED REPAIRS	51	38	74	51
NON SCHEDULED REPAIRS	2	19	34	2

EVT Shop	CURRENT MONTH	LAST MONTH	Two Months Ago	YEAR TO DATE
ROAD SERVICE	0	0	0	0
EMERGENCY ROAD CALLS	1	0	0	1
PM SERVICES	19	4	2	19
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	43	37	66	43
SCHEDULED REPAIRS	28	19	48	28
NON SCHEDULED REPAIRS	15	18	18	15

COMBINED SHOPS	CURRENT MONTH	LAST MONTH	TWO MONTHS AGO	YEAR TO DATE
ROAD SERVICE	1	0	0	1
EMERGENCY ROAD CALLS	31	17	29	31
PM SERVICES	207	139	142	207
INCLEMENT WEATHER	0	0	0	0
WORK ORDERS	491	609	773	491
SCHEDULED REPAIRS	223	232	418	223
NON SCHEDULED REPAIRS	239	417	360	239

**FLEET DIVISION
INVENTORY
July 2024**

FUEL

WESTWOOD GOLF	419.7	gallons	UNLEADED	@	2.650	\$ 1,112.21
WESTWOOD GOLF	340.4	gallons	DIESEL	@	3.000	\$ 1,021.20
NORTH BASE	3,906.2	gallons	UNLEADED	@	2.620	\$ 10,234.22
NORTH BASE	4,276.0	gallons	DIESEL	@	2.490	\$ 10,647.19
FIRE STATION #5	294.3	gallons	UNLEADED	@	2.730	\$ 803.44
FIRE STATION #5	359.4	gallons	DIESEL	@	2.710	\$ 973.97
FIRE STATION #6	232.6	gallons	UNLEADED	@	2.700	\$ 628.02
FIRE STATION #6	185.6	gallons	DIESEL	@	2.590	\$ 480.70
BULK TANKS	1,200.0	gallons	DIESEL	@	2.490	\$ 2,988.00

TOTAL	GALLONS:	DOLLAR:
UNLEADED	4,852.8	\$ 12,777.88
DIESEL	6,361.4	\$ 16,111.07

**PUBLIC WORKS FLEET DIVISION
PM COMPLIANCE REPORT
JULY FYE 2025**

Industry Standard Compliance: Not To Exceed 5%

Item 6.

Department/Division	Number of PMs		Number of PMs Completed LATE	Number of PMs Missed	Current % PENDING	YearToDate Non-Compliance Trend
	Scheduled	Completed On Time				
CITY CLERK						
CITY COUNCIL					0%	0%
BUILDING ADMINISTRATION					0%	0%
MUNICIPAL COURT						
MUNICIPAL COURT					0%	0%
INFORMATION TECHNOLOGY						
INFORMATION TECHNOLOGY					0%	0%
HUMAN RESOURCES						
HUMAN RESOURCES	1	1			0%	0%
					0%	0%
PLANNING						
PLANNING	4	4			0%	0%
BUILDING INSPECTIONS					0%	0%
CODE COMPLIANCE	2	1		2	100%	100%
PUBLIC WORKS						
ENGINEERING					0%	0%
STREETS	14	13		2	14%	14%
STORMWATER	9	8	1	1	11%	22%
TRAFFIC	6	4	1	1	17%	33%
STORMWATER QUALITY					0%	0%
FLEET	11	11			0%	0%
TRANSIT					0%	0%
POLICE						
ANIMAL CONTROL	2			2	100%	100%
POLICE ADMINISTRATION					0%	0%
POLICE STAFF SERVICES	4	1	2	1	25%	75%
POLICE CRIMINAL INVESTIGATIONS	8	2	2	4	50%	75%
POLICE PATROL	34	14	11	14	41%	74%
POLICE SPECIAL INVESTIGATIONS	6	6		1	17%	17%
POLICE EMERGENCY COMMUNICATIONS					0%	0%
FIRE						
FIRE ADMINISTRATION					0%	0%
FIRE TRAINING					0%	0%
FIRE PREVENTION	3	1		2	67%	67%
FIRE SUPPRESSION					0%	0%
FIRE DISASTER PREPAREDNESS					0%	0%
PARKS & RECREATION						
PARK MAINTENANCE	13	13	1	1	8%	15%
PARKS & RECREATION					0%	0%
CUSTODIAL					0%	0%
FACILITY MAINTENANCE	2		1	1	50%	100%
PARKS FORESTRY	1	1			0%	0%
PUBLIC SAFETY SALES TAX (PSST)						
PSST POLICE PATROL	7	5	3	2	29%	71%
PSST POLICE CRIMINAL INVESTIGATIONS					0%	0%
PSST FIRE SUPPRESSION					0%	0%
CDBG						
PLANNING CDBG					0%	0%
UTILITIES WATER						
UTILITIES ADMINISTRATION					0%	0%
WATER TREATMENT PLANT					0%	0%
WATER PLANT					0%	0%
WATER PLANT WELLS					0%	0%
WATER PLANT LAB					0%	0%
LINE MAINTENANCE ADMIN.					0%	0%
WATER LINE MAINTENANCE	14	15		1	7%	7%
UTILITIES INSPECTOR					0%	0%
METER SERVICES					0%	0%
UTILITIES WRF						
WRF ADMIN					0%	0%
WRF INDUSTRIAL					0%	0%
WRF BIOSOLIDS	1	1			0%	0%
WRF OPERATIONS					0%	0%
SEWER LINE MAINTENANCE	6	6	1		0%	17%
UTILITIES SANITATION						
SANITATION ADMINISTRATION					0%	0%
SANITATION RESIDENTIAL	11	11		1	9%	9%
SANITATION COMMERCIAL	11	8		4	36%	36%
SANITATION TRANSFER	3	3			0%	0%
SANITATION COMPOST	1	1			0%	0%
SANITATION RECYCLE	2	2			0%	0%
SANITATION YARD WASTE	8	8		1	13%	13%
					0%	0%
UTILITIES EVIROMENTAL						
ENVIROMENTAL & SUSTAINABILITY					0%	0%
CITYWIDE TOTAL	184	140	23	41	22%	35%

PUBLIC WORKS FLEET DIVISION PM COMPLIANCE REPORT

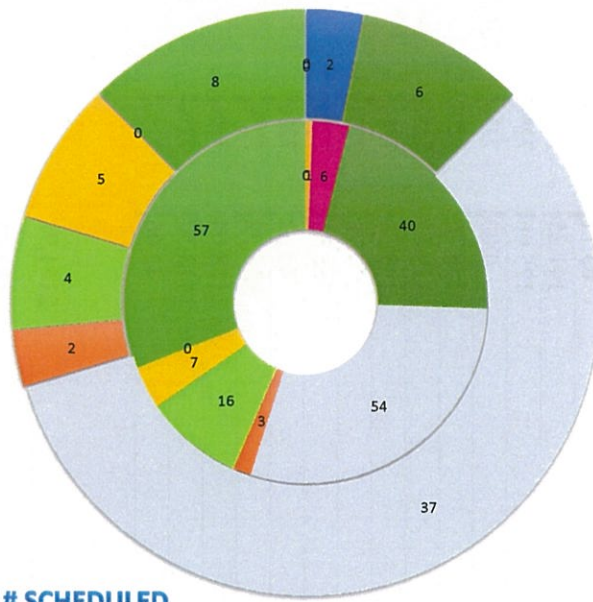
July FYE 2025

Item 6.

Currently Past Due:

Unit #	Unit Description	Department Division	Current Odometer Reading	Meter or scheduled date	Meter Past		ORIGINAL Scheduled DATE	SHOP	Type of SERVICE	LAST PM DONE
Police										
986T	2000 Don's Equipment Trailer	Animal Control	7/31/2024	5/11/2024	-81	Days	5/20/2024	Light Repair	PM-A	5/11/2023
1170	2020 Ford F150	Patrol	34554	33480	-1074	Miles	7/3/2024	Light Repair	PM-C	10/2/2023
1188T	2016 Big Tex Utility Trailer	Patrol	7/31/2024	6/8/2024	-53	Days	7/23/2024	Light Repair	PM-A	6/8/2023
MotorT	2012 Road Boss Trailer	PSST Criminal Investigations	7/31/2024	6/22/2024	-39	Miles	7/24/2024	Light Repair	PM-A	6/22/2023
1107	2009 Ford Crown Vic	Patrol	96416	86189	-10227	Miles	7/31/2024	Light Repair	PM-D	9/24/2018
1142	2016 Ford Interceptor	Staff Services	65170	64825	-345	Miles	7/30/2024	Light Repair	PM-C	2/13/2024
Fire										
0001	2018 Ford F150	Fire Prevention	7/31/2024	4/13/2024	-109	Days	4/22/2024	Light Repair	PM-N	4/13/2022
Utilities										
6257	2018 Peterbilt Sideload	Residential Sanitation	7/31/2024	7/13/2024	-18	Days	7/18/2024	Heavy Repair	PM-N	7/13/2023
24230	2024 Battle Motors Frontloader	Commercial Sanitation	1051	946	-105	Miles	7/23/2024	Heavy Repair	PM-C	4/8/2024
23274	2023 Peterbilt Rearloader	Yard Waste Sanitation	7/31/2024	6/23/2023	-404	Days	7/18/2024	Heavy Repair	PM-B	6/23/2024

PM Compliance Report July FYE 2025



- City Clerk
- Municipal Court
- Information Technology
- Human Resources
- Planning
- Public Works
- Police
- Fire
- Parks & Rec.
- PSST
- CDBG
- Utilities

INNER RING - MONTHLY # SCHEDULED
OUTER RING = MONTHLY # MISSED/LATE

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	1	0	0.0%
Planning	6	2	33.3%
Public Works	40	6	15.0%
Police	54	37	68.5%
Fire	3	2	66.7%
Parks & Rec.	16	4	25.0%
PSST	7	5	71.4%
CDBG	0	0	0.0%
Utilities	57	8	14.0%
Citywide Total	184	64	34.8%

**PUBLIC WORKS
FLEET DIVISION**
Technician Productivity
Report

FYE 2025

July 2024

MECHANIC	DIRECT LABOR HOURS	PRODUCTIVITY		
		GOAL	ACTUAL	DIFFERENCE
497	150.411	72%	85.6%	13.6%
642	123.20	72%	83.0%	11.0%
1554	123.54	72%	78.2%	6.2%
1676	141.90	72%	79.2%	7.2%
2098	124.14	72%	86.7%	14.7%
2495	65.11	72%	78.2%	6.2%
2745	141.25	72%	92.2%	20.2%
3001	125.06	72%	83.9%	11.9%
3134	0.00	72%	#DIY/0!	#DIY/0!
3151	159.76	72%	82.6%	10.6%
3167	129.62	72%	85.2%	13.2%
3487	103.50	72%	85.0%	13.0%
3502	122.78	72%	83.7%	11.7%
3572	168.23	72%	90.6%	18.6%
3800	40.62	72%	76.0%	4.0%
3843	118.52	72%	82.3%	10.3%
3968	168.64	72%	88.9%	16.9%
4033	113.57	72%	88.6%	16.6%
4269	42.06	72%	85.1%	13.1%

DIRECT LABOR HOURS

2161.91

TOTAL AVAILABLE HOURS

2554.65

PRODUCTIVITY GOAL

72.0%

ACTUAL PRODUCTIVITY

84.6%

**CITY OF NORMAN
DEPARTMENT OF PUBLIC WORKS-TRAFFIC CONTROL DIVISION
MONTHLY PROGRESS REPORT**

	PROJECTED GOAL	THIS MONTH				YEAR TO DATE			
		Number of Requests	Goal Met	Percentage Met	Number of Requests	Goal Met	Percentage Met		
July 2024									
Provide initial response to citizen inquiries within 2 days	100%	118	118	100%	118	118	100%		
Provide information requested by citizens within 7 days	95%	118	118	100%	118	118	100%		
Complete traffic engineering studies within 45 days.	99%	0	0	100%	0	0	100%		
Review subdivision plans, construction traffic control plans, traffic impact statements, and other transportation improvement plans within 7 days.	95%	46	46	100%	46	46	100%		
Worker Hours Per Gallon of Paint Installed.	0.80	Gallons	Worker Hours	Percentage	Gallons	Worker Hours	Percentage		
		172	167	0.97	172	167	0.97		
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		
		1.56	11	7.05	1.56	11	0.00		
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		
		14	14	100%	14	14	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		
		9	9	100%	9	9	100%		
Response to reports of sign damage:	Percentage								
<i>High Priority</i> Stop or Yield Signs within one hour	99%	14	14	100%	14	14	100%		
<i>Lower Priority</i> all other signs within one day	90%	31	31	100%	31	31	100%		
<i>Street Name Signs</i> within two weeks	90%	18	18		18	18	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		
		3168	0	0.00	3168	0	0.00		

UTILITIES 13

July 2024

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.

Water Line Breaks Total – 14 in July

Water Lines Hit by Contractors – 4 (3-3/4", 1-1.5")

Sewer Line Data

- Total obstruction service requests - 13
 - Private Plumbing: 10
 - City Infrastructure: 3
 - Sanitary Sewer Overflows: 0 on private side, 1 on city side

Lift Station D Flows:

- Days - 31
- Average daily flow: 1.173 MGD
- Total Monthly flow: 36.363 MG

UTILITIES ENGINEERING:

Line Maintenance Building (WA0329/WW0329): Project will construct new building for Line Maintenance Division consisting of 60 staff; the existing 11,000 SF building is currently located on North Base property adjacent to the Fleet offices and vehicle servicing areas. This project assumes construction of a new 20,000 SF facility NW of the water treatment plant to house administrative offices, the employee breakroom, fire hydrant/meter repair area as well as areas for numerous water and sewer line repair parts, pump repair parts and a work area for pump repairs and testing. A preliminary meeting was held with City staff to discuss the project and what variances may be required. Additional funding will also be necessary due to the increased cost for the project to meet actual division needs now and into the future. Due to other department priorities, funding for the project was pushed back to FYE 23 so the project has essentially been pushed back one year. Contract K-2122-115 was approved by Council and the Architect and Contractor are working through the process with GMP expected in September 2022. Bid Opening was held on September 7, 2022. 61 bidders submitted bids across the 30 categories of construction work. The total of the Base Bid was approximately \$7.7 Million, including contingencies, insurance, allowances, and other project requirements. Special-use permits were approved by Council on September 27, 2022. Approval of the GMP was held on the October 11, 2022 Council docket. Line Maintenance staff officially moved into the new building on January 4, 2024. A meeting was held on January 11, 2024 to discuss repairs and design changes to the road as a lot of the drainage is not being captured by the stormwater controls. These repairs have been completed and will be paid from the ECOC project. A grand opening was held for the facility on January 29, 2024. Some of the punch list items were completed from our walkthrough in May but others are still pending. Additionally, Engineers gave staff a quote for fixing the drainage issues between the waterline building and the admin building of \$20,000. Staff ultimately decided not to pay for this and will just be more proactive at laying down salt where the water is pooling during freezing weather. Once all punchlist items are complete, staff will submit the project for closeout and approval of final payment.

As-Built Linking Project: Project is an engineering effort to develop a system for linking as-built records to a GIS interface to allow for staff to more efficiently find as-built records. Contract K-2021-72 was awarded to Meshek & Associates on December 1, 2020. The project will allow users to click on a water or sanitary sewer asset in a GIS viewer which will then provide the as-built record document in a new window for viewing or downloading. Additional internal staff discussion was required to determine naming conventions for the consultant to use that would create a standardized system that could be used for this project and any future projects. As such, the project deadlines were set back a couple of months. All existing as-built information was provided to the consultant for their use. Pilot area information has been received and reviewed by staff. The effort required to complete the work was determined to be more than the original contract so Contract Amendment No. 1 was approved to allow for completion of the project. Meshek’s work has progressed through Areas 1 – 4 and they are working through Area 5.

AIM Water and Wastewater Master Planning Effort: In combination with the overall comprehensive land use plan, Water and Wastewater master planning efforts are being done to evaluate the current infrastructure, provide input on future development locations, and determine infrastructure needed to support the selected land use alternative(s). RDG, with Garver performing the engineering for water and wastewater efforts, was selected as the consultant for the project. Contract K-2324-46 was awarded to RDG (with Garver as a subconsultant) in July 2023. Initial work has begun by Garver and the first Water and Wastewater Subcommittee meeting was held.

Tangentially, staff worked with Garver and RJN to complete the wastewater collection system flow monitoring necessary for proper calibration of the wastewater model being developed and updated by Garver. The Water/Wastewater Subcommittee met April 12, 2024 and had John Harrington of ACOG as a speaker regarding groundwater. The subcommittee met May 14, 2024 at COMCD to learn more about the lake. The subcommittee met July 12, 2024. The next meeting is scheduled for August 30, 2024.

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, 2023, ODEQ issued a letter of “support” for the results of the pilot study. As per their Contract, Garver has now submitted the report to a committee of independent industry experts who will review and also approve the report’s conclusions, at which point, the report will be considered final. This review is expected to require several more months.

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.

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 has been tentatively scheduled for August 2024. If funding beyond fiscal year 2024 (which ends on September 30, 2024) is authorized, design and construction of a pilot constructed wetland may occur starting in October 2024 and continuing through the remainder of fiscal year 2025 (i.e. through September 30, 2025).

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 before a final report is issued. An additional workshop is being scheduled for August 2024 to share preliminary results with Bureau of Reclamation (BOR) and Central Oklahoma Master Conservancy District (COMCD) staff. Garver should address all questions raised in workshops and furnish a final report during September 2024.

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 of 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 Raffelis 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 review and procurement processes are ongoing. Based on current lead times for dewatering equipment, construction should be complete in July 2025.

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 is pursuing two parallel paths to achieve this goal: (1). Obtain a waiver from EPA from the BABA requirement for this project; or (2). Obtain approval of a "Technical Correction" from EPA that will allow some or all funding from the grant to be expended on two other critical projects at the WRF. In late July, EPA confirmed that all legal hurdles for approval of a technical correction had been successfully cleared and therefore, they would be able to formally approve it in mid-August 2024. Based on this approval, a combination of internally-generated funds and CWSRF loan funds will be used to fund this project.

Engineer: Garver LLC (Michael "Cole" Niblett)

WRF New Maintenance 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 was selected as the Architect for these two projects, and their Contract 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 being considered as 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 but project will not bid until Spring 2023.

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 has been made to defer construction of this project until fiscal year FYE26. Assuming the project is not deferred again, bidding documents will be finalized in time to advertise in May 2025. Bids would then be opened in June 2025, and Contracts Awarded at the first Council Meeting in July 2025. Construction would then take one calendar year to June 2026.

As noted in the discussion for WRF Dewatering Centrifuge Replacement (WW0326) project, NUA recently received an EPA Community Grant in the amount of \$5,000,000 for that project. However, the Bidding Documents for that project did not meet Buy America Build America (BABA) requirements, and, as a result, EPA is in the process of officially granting a Technical Correction for the grant which allow the grant to be used for other projects at the WRF. Once that Technical Correction is officially granted, which is likely to occur in August 2024, it is NUA's intention to use that funding, in part, to fund this project. This will result in the bidding schedule for the project being moved up from the currently planned July 2025 to the fall of 2024. Once this schedule revision is confirmed, the Project Tasks/Dates will be updated accordingly.

Engineer: Greely and Hansen LLC (John Schmidt)

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.

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.

In an update call on 8/7/24, Park Hill said that they have done significant work in preparing the plans, but the work required goes beyond the scope of what they were originally contracted for. A proposed scope and fee is expected by 8/9/24. It is still planned to negotiate including this project under the terms of the current contract.

Engineer: Staff with assistance from Lemke Surveying

Sewer Maintenance Project FYE19 (WW0321): 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 FYE 2019 study area is generally bounded by Lindsey Street and Timberdell Road and 24th Avenue SW and South Berry Road. Project will replace approximately 31,000 LF of 8" and 12" sanitary sewer lines using pipe-bursting techniques, and rehabilitate an additional 1,000 LF of 8" sanitary sewer lines using cast-in-place pipe lining techniques along with rehabilitation or replacement of 160 manholes and 610 services.

On November 30, 2021, City Council approved the use of on-call Contracts of Parkhill and Lemke Land Surveying to prepare bidding documents for this project. During May 2023, a preliminary set of plans was submitted for City of Norman review and a review meeting convened and in July 2023, 95% plans were submitted and a review meeting convened. Final Plans and Bidding Documents were completed and project was advertised on September 14, 2023. Bids were opened on October 5, 2023, and Krapff-Reynolds Construction Co. (KRCC) has been deemed the lowest and best bidder with a base bid plus bid alternate cost of \$5,468,900.50. City Council approved Contract Award on November 14, 2023. A Pre-Work Meeting convened in January 2024. After an extended procurement process, KRCC mobilized to the project in late March 2024, and sanitary sewer replacement and manhole rehabilitation is ongoing. As of the end of July 2024, the Work is nearly 25% complete and remains generally on schedule for completion in the Summer of 2025.

Engineer: Parkhill (Sean Price)

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. Staff has placed this project on hold as they work through new Comp Plan and the outcome effects of a possible turnpike.

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. Staff will soon prepare an RFP to select design consultant for this and other water/sewer projects.

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.

Staff finalized scope and contract with Garver and NUA approved contract June 25, 2024. A kickoff meeting is scheduled for July 11, 2024.

Engineer: Garver (Bryce Callies)

Ashton Grove Lift Station Basin Study (WW0341): On April 9, 2024, the Norman Utilities Authority approved Contract K-2324-168 with Dukes Root Control, Inc. for \$118,794.72 to assess sewer line conditions in the Ashton Grove Lift Station Basin, located east of 48th Avenue NW and south of West Rock Creek Road. The study includes several forms of assessment, including utilizing a sewer line rapid assessment tool (SLRAT) for line assessment, manhole inspections, and flow tracking using 36 iTrackers to be placed in manholes throughout the project area. All assessments and field work completed in May 2024. During the 60-day iTracker period, the City has experienced several heavy rainfall events and will only need a 60-day period for the study instead of a 90-day period to gather sufficient inflow data.

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

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

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

Preconstruction meeting occurred on July 30, 2024 at the WRF. Crossland Construction Contractors produced a schedule of work beginning in late Fall for the install of the Turbo Blowers. Lead times for electrical components for the centrifugal blowers are a driving factor for their installation not beginning until Winter of 2025. Crossland will be onsite at the WRF in August to verify measurements and confirm their construction sequence planning.

Engineer: Garver (Michael Nguyen)

WATER PROJECTS:

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. Public Works is reviewing the current waterline plans before sending to engineers for revisions. Final plans, bidding, and construction dates will be determined based on the schedule for the rest of the project. ROW issues have now been resolved.

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 (NHCL₂) 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. Engineers are working on completing 90% plans and incorporation of some additional design elements following the public meeting held in December. Architects are working on getting renderings from the street view and nearby properties to show a more accurate depiction of what nearby homeowners would see when the berms are added around the facility. An additional sum of \$49,286 was added to the contract for work needed to improve the design following public comments. Engineers and Landscape architects revised their rendering and are ready to be presented to the neighboring homeowners. Staff is working on getting another public meeting put together. In addition, Engineers are working on getting their materials testing vendor to come out and test our residuals for potential use at the site for the berms.

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

Land Acquisition: Smith Roberts Baldischwiler (Bryan Mitchell)

Disinfection System Engineer: Plummer Associates (Alan Swartz)

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 would ensure good infrastructure and reduce the likelihood that the surface improvements have to be removed and replaced for future water line replacements work. NUA entered into a contract with Cowan Group Engineering, LLC in the amount of \$93,800 on June 22, 2021. A contract transmittal was sent with a start date of June 29, 2021. A kick-off meeting was held February 15, 2022 after 60% streetscape plans were completed. Funding for the streetscape work has still not been determined. This funding will determine when the waterline project needs to begin and end. The waterline will need to be completed before the roadway work begins. Final design is expected to be complete September 2024.

Engineer: Cowan Group Engineering, LLC (Jeff Cowan)

Water Treatment Plant Clarifier 1 and 2 Rehabilitation (WA0375):

Clarifiers 1 and 2 at the Water Treatment Plant (WTP) were installed in 1965 and have experienced deterioration warranting replacement of gearboxes and motors, in addition to new coats of paint. After 55 years in service, it's expected that the structural integrity of these clarifiers will have decreased. In July 2021, staff hired Suez Water

Technology Solutions Services, Inc., who currently own the "Accelerator" technology employed by these two clarifiers, to perform a visual inspection on one of the clarifiers. They found pitting and corrosion of steel and indicated the need to repair/replace the launder and outer wall brackets, in addition to realignment for the hood structure and circular deckplate, and re-painting the structure. This project will first entail a more in-depth condition assessment of both clarifiers 1 and 2 by Carollo Engineers, Inc, including visual and non-destructive testing of the concrete to determine areas of possible concern and ultrasonic thickness testing for metal structures. A final technical memorandum will be provided with their findings in addition to estimated costs for needed repairs in order to obtain reliable capacity from the clarifiers for the next 20-40 years. A contract with schedule, scope, and fee of \$73,991.00 was obtained with Carollo and was awarded on December 14, 2021. Staff held a kickoff meeting with Carollo on December 22, 2021. An inspection and metal thickness testing was held on January 27, 2022. Paint samples were collected on February 8, 2022 for lead testing. A final Technical Memo was received in June 2022 which explained the most necessary repairs needed on clarifiers 1 and 2 are structural and electrical elements. To repair these elements only, the cost would be about \$551,096. In addition, alternates were provided for additional repair/replacements that aren't as dire. Alternate 1 consists of structural and electrical repairs in addition to metal repairs and recoating. Alternate 2 consists of structural and electrical repairs in addition to replacing both clarifiers with new carbon steel tanks. Alternate 3 consists of structural and electrical repairs in addition to replacing both clarifiers with stainless steel tanks. Cost for these alternates are \$2,306,254, \$2,742,868, and \$2,887,684, respectively. Life cycle costs decrease with each alternate. In addition, repairs and recoating to clarifier 3 were included at a cost of \$502,695. WTP staff are reviewing what they would like to do moving forward based on funding and timeline. Staff has determined that clarifier 3 is in most dire need for recoating/potential metal repairs and would like this to be accomplished with funds for this project. Repairs to clarifiers 1 and 2 would be completed at a later date if funding allows. Staff met with Carollo on July 19, 2023 to discuss combining this work with other WTP projects that need to be completed.

Southlake Addition Waterline Replacement (WA0352):

This project will replace approximately 7,500 linear feet of aging waterlines within the Southlake Addition, which is located between Cedar Lane and State Highway 9, just east of Classen Blvd (SH 77). The existing lines are ductile iron pipe that were installed in the 1980s and have experienced a significant amount of corrosion, causing a significant number of breaks impacting water service to the neighborhood. This project will install replacement 8-inch mains to replace the existing lines, along with minimal amounts of 6-inch for small streets and short dead-end lines, and will then reconnect services for the residents. A Request for Proposals (RFP) for this project was published in the Norman Transcript on July 15, 2021. Staff received 18 proposals on August 5, 2021. Staff reviewed each proposal and selected a firm using the ranking criteria listed in the RFP. Smith Roberts Baldischwiler (SRB) ranked the highest and was selected for the project and a contract in the amount of \$59,000 was awarded on November 9, 2021. Line Maintenance potholed 27 locations (approximately 20%) in this neighborhood to determine if lead service line replacement will be necessary. All service lines potholed were found to be made of copper. Bids were opened on July 13, 2023 where Cimarron Construction Company was the low bidder at \$2,631,347.00. This number includes replacement of Southlake Addition waterlines as well as waterlines at 1932 E Lindsey Street that have had frequent breaks in the last fiscal year, for which Line Maintenance has had to temporarily repair. A contract with Cimarron Construction Co. was approved by City Council on August 8, 2023. A pre-construction meeting was held on August 29, 2023. All punch list items have been completed at the apartment complex. Contractors have pulled off for another project but will be back in May to start work on the Southlake addition. Staff is still working on getting easements acquired from the Cervi properties nearby the Southlake addition.

Water Line Replacement, Parsons Addition Phases I and II (WA0246):

Contract (K-1819-87) with Cabbiness Engineering, LLC (now part of Garver) was approved by NUA 12/11/18 to design the replacement of approximately 4,500 lineal feet of water line in the Parsons addition. Due to the project's close proximity to campus, the design process included public input from University of Oklahoma (OU), OU's sororities and fraternities, homeowners and landlords, and, based on that input and discussions with consultant and potential contractors, it was determined that the best of course of action would be to divide the project into two phases that would proceed generally during summer months when OU is not in regular session. As part of this process, it was also decided to install replacement mains in the streets rather than sidewalks wherever possible. Phase I was scheduled to begin July 1, 2019, and Phase II was originally scheduled for the summer of 2020.

Bids were opened for Phase I on June 13, 2019 and SW Water Works was low bidder at \$828,112. NUA approved contract June 25, 2019 and construction began July 8, 2019. Crews completed last concrete pours November 5, 2019.

A final walk through by staff was performed on November 8, 2019, and NUA approved final as-bid to as-built quantities change order on January 28, 2020.

In March 2020, 2021, 2022, and 2023, Phase II was delayed until the following Spring each year. Phase II was advertised on March 7, 2024 and bids were opened on March 28, 2024. Southwest Water Works (SWWW) of Oklahoma City, Oklahoma was the apparent low bidder with a base bid of \$3,250,256. City Council authorized Contract Award on April 9, 2024, and immediately after Contract Award, Notice to Proceed with shop drawings and material procurement was issued. As per Contract, Notice to Proceed with Construction was issued on May 13, 2024 (Monday after OU's Spring 2024 Graduation Weekend), and, as of July 30, 2024, work was substantially complete, which was before the Contract Completion Date of August 4, 2024 (which is also the day before the official start of OU sorority and fraternity rush for the Fall 2024 semester). A punchlist inspection was completed on July 31, 2024, and SWWW is expected to spend the first half of August addressing the punchlist. Final change order/amendment and final acceptance should be ready for City Council approval in September 2024.

Engineer: Garver, LLC (formerly Cabiness Engineering) (Michael Nguyen)

Robinson Water Line: 24th Ave NE to 12th Ave NE – 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 Fiscal Year 2023/24. From that point, final design work and easement acquisition was scheduled at a pace intended to synchronize completion of final design, permit application/receipt, and all easement purchases with a scheduled advertisement date of early May 2023. However, while preparing easement documents during Summer 2022, Jacobs determined that there was a potential issue with a long segment of their alignment that was intended to be in easements on property owned by the United States Department of Veterans Affairs (VA) and J.D. McCarty (McCarty). There were existing easements owned by Oklahoma Gas & Electric (OG&E) on both properties (seemingly much larger than needed to accommodate OG&E's overhead power lines in the area) extending into the area Jacobs intended to use for their current alignment for this project. After consideration of several alternatives, it was agreed to determine if OG&E would allow encroachment in their easement as long as it was a reasonable distance from their overhead lines, and in December 2022, OG&E furnished authorization to encroach on their easements on the VA and McCarty properties. As a result, Jacobs is now able to proceed with final design and acquisition of easements so project may be readied for bid.

As noted above, two of the easements required for the project must be purchased from the VA and McCarty who both own large properties fronting on the south of side of E. Robinson Avenue. VA and McCarty are also two of the large property owners in Norman who have multiple meters that NUA would like to replace with a single master meter. Now that negotiations for these two easements can begin again, NUA will work to negotiate master meter agreements concurrently with Jacobs' easement negotiations and incorporate the meter replacement work into this project.

In May 2023, Jacobs advised that they were preparing a request for a contract amendment for various perceived extras encountered during design to date, and they expected to submit this request within a few weeks. NUA agreed to review the details of the request upon receipt, but did not necessarily agree that an amendment of any amount was merited. To date, this request has not been submitted. If, upon receipt and review, NUA finds an amendment is merited, final costs would likely be negotiated in the near future and submitted for City Council approval.

Assuming project is not deferred, project is expected to advertise as soon as easements can be completed and Permits issued. Finalizing easements and master meter agreements and obtaining permits is likely continue into Summer 2024 with Bidding and Contract Award to follow in Fall 2024. Construction would then continue until late Summer 2025.

Engineer: Jacobs Engineering (Arun Srinivasan)

Robinson Water Tower Resurfacing (WA0382), Lindsey Water Tower Resurfacing or Demolition (WA0182), and Norman Potable Water Expansion Study: Lindsey Tower was decommissioned approximately 10 years ago because it is not tall enough to act as viable potable water system storage at current system operating pressures. However, before receiving bids to demolish the tank, Norman Utilities Authority (NUA) received its *2060 Strategic Water Supply Plan*, which included a recommendation that, in the future, NUA evaluate the economics of a recycled water system for irrigation clients that could potentially use Lindsey Tower as dedicated storage. For this reason, demolition of Lindsey Tower was deferred until a future recycled water system could be evaluated. In 2020, the coatings on the tower began to show signs of deterioration. For this reason, Dunham Engineering evaluated the condition of the tank in the Fall of 2020, and they determined that the underlying steel was in good condition and the tank could be repainted and recommissioned for many years of additional service if needed. In July 2021, NUA requested that Dunham provide a proposed scope and fee for Lindsey Water Tower rehabilitation. Dunham submitted their proposed scope and fee in early October 2021. Scope and fees were negotiated, However, before submitting Contract for City Council approval, NUA has decided to await outcome of ongoing study being performed by Plummer Engineering, which is described in the following paragraphs and will directly impact future usage, if any, for Lindsey Tank.

In October 2021, NUA requested that Plummer Engineering furnish a scope and fee proposal to analyze the possibility of constructing a recycled water system using treated effluent from the Norman Water Reclamation Facility (WRF) to supply irrigation water to Reaves Park on the University of Oklahoma (OU) campus and to 10 to 15 other potential customers to the east of the WRF and Reaves Park, generally on or near Highway 9, as described Norman's *2060 Strategic Water Supply Plan*. This recycled water system would necessarily run in close proximity to Lindsey Tower so, as part of their analysis, Plummer was also directed to assess the possibility of repurposing Lindsey Tower as dedicated storage for this new non-potable water system. Plummer's scope and fee was finalized in November 2021 and their Contract was approved by City Council on December 14, 2021. In March 2023, City of Norman furnished additional requested data to Plummer to assist in finalizing their analysis, and on September 29, 2023, a draft report was submitted for City of Norman review. During the fall of 2024, there were multiple meetings and conference calls between Plummer and NUA to clarify details of report. Final conclusion was that neither the repurposing of Lindsey Tower for a future Non-Potable Recycled Water System nor returning Lindsey Tower to service as potable water storage were financially viable. As a result, the only option left to NUA was the demolition of Lindsey Tower. .

The conclusions of Plummer's report were presented to City Council in the March 12, 2024 Conference Meeting. In response, City Council indicated that, because of its visibility and proximity to OU's stadium, the tower may have value to the City as a landmark with City of Norman logo (and possibly an OU logo paid for by OU). For this reason, City Council indicated that, depending on costs and possible contributions by others, they may be interested in City of Norman taking possession of Lindsey Tower and using General Funds (and other contributions) to paint just the exterior of the tank so it could serve as a landmark. After further discussion, NUA noted that, unrelated to Lindsey Water Tower, funding has been budgeted in FY 2025 for Project WA0382, Robinson Tower Resurfacing. Consequently, NUA could prepare a single bid package that would include both Robinson Tower Resurfacing and two alternates for Lindsey Tower: (1). Demolition of Lindsey Tower; and (2). Resurfacing of Exterior of Lindsey Tower (so it could serve as a landmark). By combining the work on two water towers, NUA could expect to receive the most competitive bids. After bids are received, City Council could determine, based on actual costs, if they want to proceed with funding the exterior resurfacing of Lindsey Tower from the General Fund with a contribution from NUA equal to the cost of the demolition alternative or if they will simply direct NUA to accept the demolition alternative and demolish Lindsey Tower. City Council directed that NUA proceed with this option. Based on this direction, a contract was negotiated with Coastal Windforce, Inc. (formerly Dunham Engineering) to prepare a single set of Bidding Documents covering Robinson Tower Resurfacing and the two alternates for Lindsey Tower (Demolition or Exterior Resurfacing Only) and to perform construction administration and management services for the Work at both towers, and Engineering Contract No. K-2324-169 was approved at the May 14, 2024 City Council Meeting.

On March 21, 2024, the combined bid package for Robinson Tower Resurfacing and the two alternates for Lindsey Tower were advertised. These bids were opened on April 18, 2024. The actual costs for the two alternatives were presented to City Council at the April 23, 2024 Conference Meeting. During that meeting, City Council deferred a decision until they could further investigate options and implications for funding the alternative to preserve Lindsey Tower. In mid-May, NUA was directed to proceed with the resurfacing of Robinson Tower, but to defer any work on Lindsey Tower for at least 6 months to allow for further time to investigate possible funding sources to preserve it. NUA determined that most sensible path forward entailed awarding a contract to the lowest and best bidder, G&L Tank

Sandblasting & Painting of Shelbyville, Tennessee (G&L), for the combined Robinson Tower Resurfacing/Lindsey Tower Demolition alternate with added contract language requiring G&L to defer demolition of Lindsey Tower for a minimum of 6 months after Contract Award. If at the end of the 6-month deferral, City Council decides to proceed with preservation of Lindsey Tower or if they wish to further defer their decision, the demolition portion of the Contract would be deleted by Change Order. Then, once a final decision is made, either the demolition or rehabilitation of Lindsey Tower would be rebid.

On May 28, 2024, City Council approved award of Contract K-2324-143 in the amount of \$816,200.00 (\$504,200.00 for the resurfacing of Robinson Tower and \$312,000.00 for the demolition of Lindsey Tower). As noted above, the awarded Contract included a requirement that demolition of Lindsey Tower be deferred a minimum of 6 months with the understanding that, at the end of that time, City of Norman will decide to either proceed with the demolition or delete that work in its entirety from the Contract. G&L plans to mobilize to complete the rehabilitation of Robinson Tower in early September 2024. Based on this schedule, work should be complete on or about November 1, 2024.

NUA has determined that they can accommodate removing Robinson Tower from service during the summer months so Notice to Proceed with resurfacing of Robinson Tower could be issued at any time. However, as of the end of June 2024, G&L was not yet ready to mobilize to complete the project. Mobilization is tentatively scheduled for August 2024, which would allow for completion of the work by September 2024.

Engineer: Dunham Engineering for Lindsey Tower (Joe Seiter) and Plummer (Jonathan McCarthy) for Non-potable Water System Study.

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 will begin in June. Work is ongoing for the projects with material deliveries beginning and radio network work beginning at the water towers and Lindsey monopole.

Consultant: E Source (Alyssa Pourciau)

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 for late August or early September.

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 Parkhill on May 7, 2024 has design phase expected completion on May 17.

As of July 2024, design phase has not been completed. In an update call on 8/7/2024, Park Hill committed to uploading their plans for NUA review by 8/9/2024. If plans are not received by then, I will escalate this as we expected to have these plans in May 2024.

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 is expected to be reduced to approximately 5,500 services.

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

SANITATION CAPITAL PROJECTS:

SA0025 – Sanitation Cost-of-Service Study: 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. Proposal for disposal and recycling commodities were received this June which will impact the cost-of-service study. This new information, along with historical financials and volumes for disposal and recycling will be used to complete this study.

Compost Facility Scale House (SA0019):

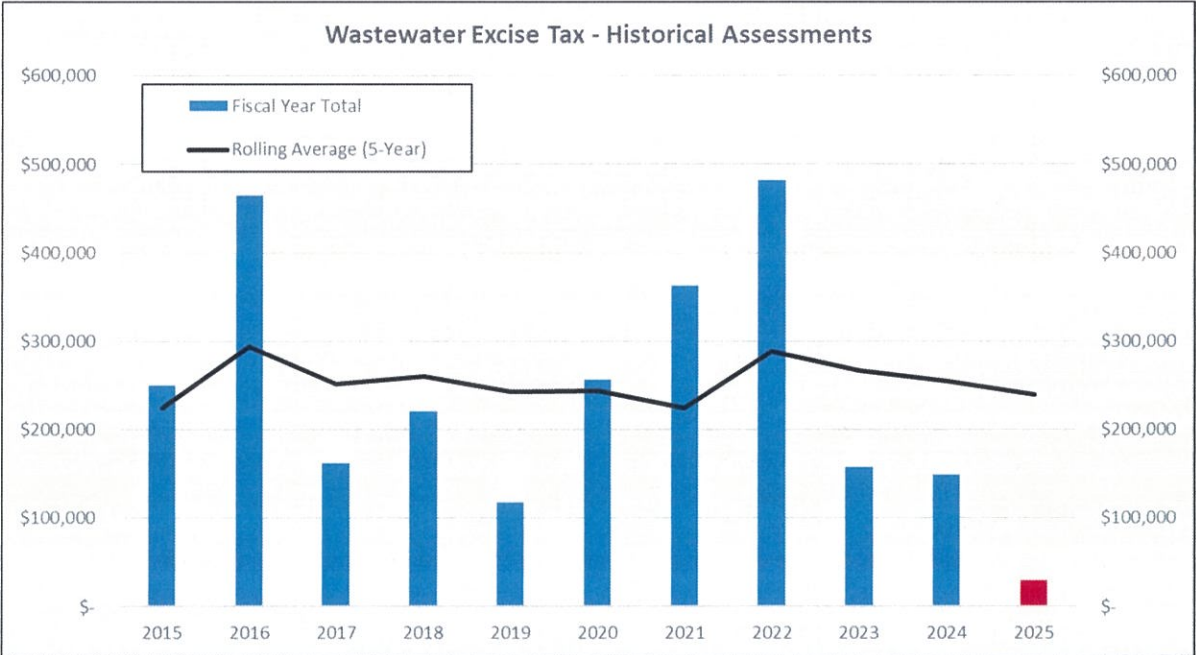
This project will modify the existing City compost facility layout located at Bratcher Minor Road, west of Jenkins, to facilitate a more efficient operation for the public and facility, install scales used for weighing large loads of compost, and construction of a modular building with potable water 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

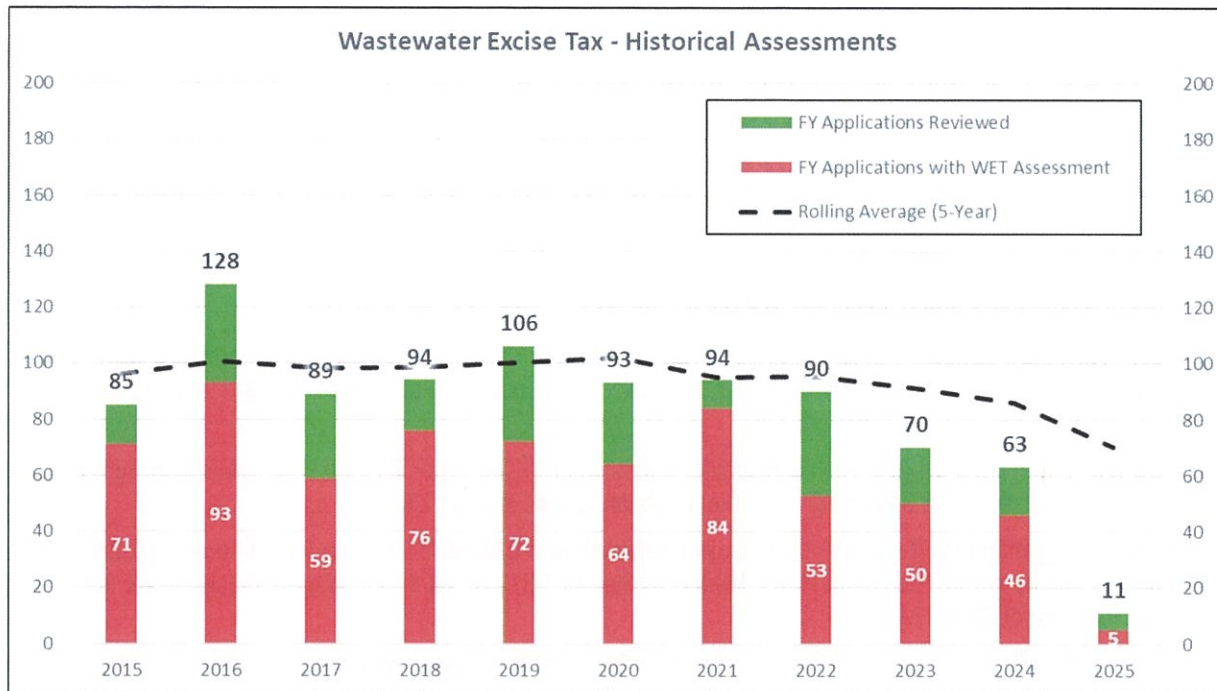
(TransTel) was obtained by IT in June. The Engineer sent a revised set of plans this month. Upon review, there are pay items missing for concrete and asphalt work, as well as details and specifications missing for the storm shelter and other important components. Comments from Planning were not incorporated and a revised specifications book has not been sent. Updated plans and specifications are currently being prepared by TriCore. City of Norman comments on the plans and specifications are currently being addressed by TriCore prior to entering the bidding phase of this project. TriCore is still in the process of addressing comments as of July 2024.

Engineer: TriCore Group, LLC (Greg Vance)

Wastewater Excise Tax – Non-Residential:

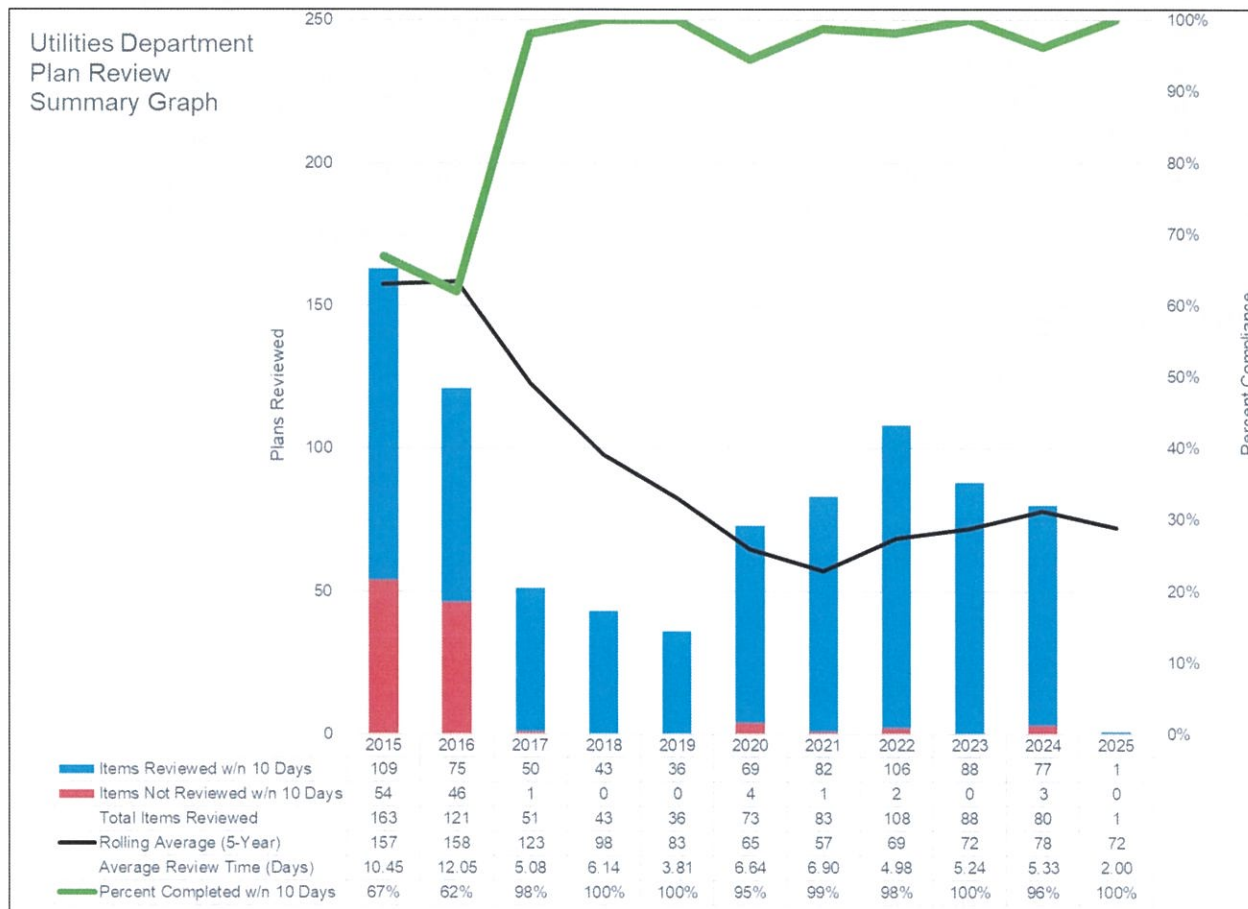
WRF Investment Fee/Wastewater Excise Tax: Staff evaluated the Wastewater Excise Tax on eleven commercial entities last month. Of the eleven applications, five applications were assessed since they were determined to increase wastewater flows over the previous use of the site. For the fiscal year, eleven commercial properties have been reviewed and a total of \$30,143.97 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 (current through date of report preparation)).





PLAN REVIEW:

One plan set were reviewed this past month. Staff has reviewed 1 plan for the current fiscal year with an average review time of 2.00 days and with 100 percent of plans reviewed within 10 days. Graph below shows current reviews as of the date of this report.



RECOUPMENT PROJECTS:

1. NW Sewer Study: 36th Interceptor & Force Main Payback projects established in 1998/1999: Because of abandonment of Carrington LS, two resolutions reducing number of parcels requiring payback approved 01/10/12. Releases for many properties now served by North interceptor system projects were filed of record in 2012. NUA approved appropriation of payback funds on 12/05/17. Collected payback fees of \$697 for Jolley Addition on 03/23/18. NUA approved appropriation of payback funds 12/10/19 allowing staff to issue payback checks to developers in late December 2019.
2. Sewer Service Area 5 Payback: Payback project established by R-0304-13 for NUA share of sewer improvements along Highway 9 from the Summit Valley Lift Station to the USPS.
3. North Porter Waterline Payback: Payback project established 04/12/05 for 12-inch waterline constructed by Calvary Free Will Baptist Church along Porter Avenue from Tecumseh Road north. Total payback to date is \$0.00 of potential \$61,177.
4. 36th Avenue NW Waterline Payback: Payback project established 08/24/99 for 24-inch waterline along 36th Avenue NW from Tecumseh Road to SE 34th in Moore. Total payback to date is \$65,123.
5. 24th Avenue NW Waterline Payback: Payback project established 04/22/08 for 24-inch waterline along 24th Avenue NW from convention center to Tecumseh Road. Medcore billed \$27,212 on 04/15/20; total payback to date is \$87,074 of original project cost of \$346,134.
6. Post Oak Lift Station Payback: Payback project approved 04/14/09 for sewer and lift station improvements to serve the Links development and other properties in SE Norman. Construction complete and final payback costs approved 01/25/11. Parcel 5 payback of \$15,717.09 paid 12/15/15; total of \$15,717.09 paid to date and will be returned to Links at end of fiscal year. Payback funds returned to Links in January 2018. Links check reissued in July 2019 as previous check was never cashed.
7. Interstate Drive Waterline Payback: NUA approved payback project on 04/22/14 for waterline improvements in University North Park in conjunction with the extension of Interstate Drive. Construction was complete in late 2015. Staff has finalized project costs, payback amounts and the Final Payback resolution approved 12/10/19. Hudiburg Subaru billed \$28,540 on 04/24/20 and UNP was billed \$32,963 for detention pond on 04/24/20.
8. Ruby Grant Waterline Payback: NUA will soon consider a new waterline payback project for waterline improvements along Franklin Road in conjunction with the Ruby Grant Park Improvements. Norman Forward through the Parks Department will fund 50% and the NUA will fund the remaining costs to be paid back over 20 years as property to the north develops. Design plans are complete and project will bid 07/25/19. Ruby Grant Waterline Payback project approved by Council 12/10/19; construction of 12-inch waterline is nearing completion. Battison Honda is considering new development along Interstate Drive north of Franklin Road that will connect to the Ruby Grant Waterline.

Private Water Well Permits Issued

No water well permits issued for the month of July.

**DIVISION OF ENVIRONMENTAL RESILIENCE AND SUSTAINABILITY JULY 2024
SUMMARY**

	MONTHLY	YEAR-TO-DATE
STORMWATER CONSTRUCTION SW		
INSPECTIONS	80	80
ACTIVE SITES	79	79
CITATIONS	0	0
NOVS	0	0
CDOS	0	0
SWOS	0	0
ECPS	2	2

STORMWATER MS4 OPERATIONS		
ACTION CENTER	0	0
PWSTORMWATER	1	1
CALLS	25	25
OTHER	13	13
TOTAL INQUIRIES	25	25
OUTFALL INSPECTIONS	0	0
MCM 5 INSPECTIONS	29	29
MCM 6/P2 INSPECTIONS	0	0

PRETREATMENT/FATS, OILS, AND GREASE (FOG) PROGRAM		
FOG INSPECTIONS	21	21
FOOD LICENSE APPROVAL	3	3
SIU INSPECTIONS	0	0
SIU SITES SAMPLED	0	0
TABLE II MONITORING (%)	1	1
TABLE III MONITORING (%)	3	3

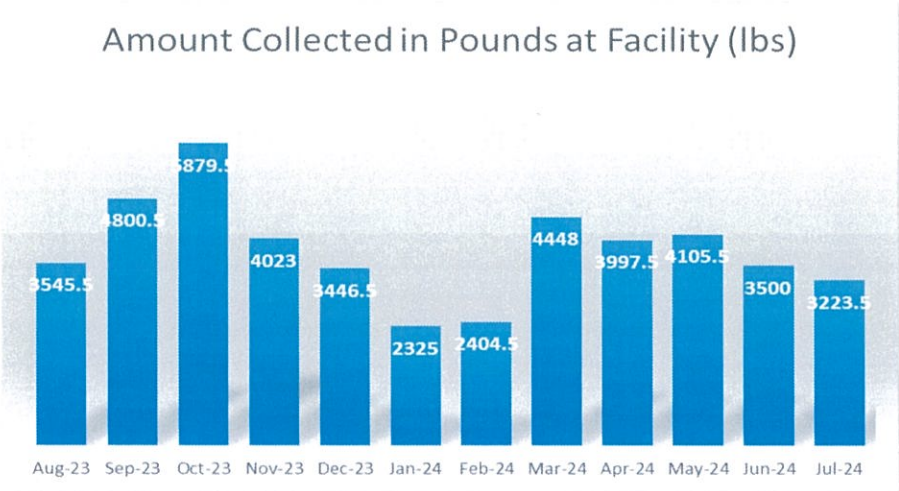
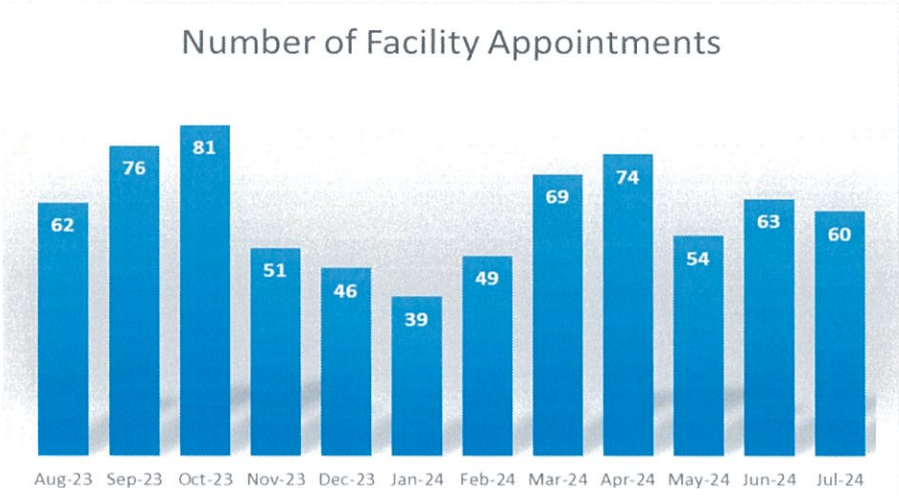
HOUSEHOLD HAZARDOUS WASTE		
HHWF: CARS SERVED	60	60
SWAP SHOP VISITS	6	6
OIL DISPOSED	5145	5145
ANTIFREEZE DISPOSED	0	0
TIRES DISPOSED	14580	14580
HHW MATERIAL COLLECTED	3223.5	3223.5
E-WASTE: CARS SERVED	0	0
E-WASTE COLLECTED	0	0
TOTAL CARS SERVED	60	60
TOTAL MATERIAL COLLECTED	3223.5	3223.5

REVENUE		
FOG PROGRAM	\$ 300.00	\$ 300.00
SURCHARGE	\$ 9,574.64	\$ 9,574.64
LAB ANALYSIS RECOVERY	\$ -	\$ -
INDUSTRIAL DISCAHRGE PERMIT	\$ 1.00	\$ 1.00
TOTAL	\$ 9,874.64	\$ 9,874.64

ACTIVITIES
<i>ECAB</i>
Provided staff liaison support including attending meetings, preparation of minutes, speaker scheduling and issue research.
Facilitated Yard by Yard, Composting and Recycling Education Information
Meetin with staff over MCPA Updates
Water's Worth It and LYL Proclamation accepted by Dr. Robert Nairn
<i>DoERS</i>
July 1-3: Blue Neighborhood follow-up visits were performed.
July 9: Water's Wirth It and Love Your Lake Week Proclamation
July 11: Dukes Root Control special agreement permit re-issued .
July 15: First Monarchs in the Park planning meeting
July 17: Chao presented and several DoERS members attended the OFMA SW Technical Workshop
July 21: LTWA Board meeting held. Loudenback and Chao attended.
July 22-26: Paul and Jerry attended EPA Region VI Pretreatment meeting in Denton,Tx
July 27: Love Your Lake Week Habitat and All That at The Well.
July 30: Garrett and Jerry inspected Chasm construction site for stormwater compliance.
Active participation in LTWA, COSWA, RVIPA, Solar Initiative Coalition, and Blue Thumb

Upcoming Events:

- 19-Aug BEAM Charger deployment
- 31-Aug Deadline for Contact - NSI
- 9-Sep-24 Dave Blue Bug Collection
- 9-Sep Norman Newcomers Presentation
- 29-Sep Hugelkulture class at LEAF
- 5-Oct Monarchs in the Park
- 7-Oct Citizen's Academy at HHWF
- 10/13-10/15 SW-AWWA Conference
- 27-Oct Lake Thunderbird Workshop and Cleanup



CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
SEWER MAINTENANCE				
	FYE 2025		FYE 2024	
July 2024	MONTH	YTD	MONTH	YTD
Obstructions:				
City Responsibility	3	3	2	2
Property Owner Responsibility	10	10	12	12
TOTAL	13	13	14	14
Number of Feet of Sewer Cleaned:				
Cleaned	104,365	104,365	80,458	80,458
Rodded	4,621	4,621	3,175	3,175
Foamed	0	0	57,390	57,390
SL-RAT	2,175	2,175	0	0
TOTAL	111,161	111,161	141,023	141,023
Sewer Overflows:				
Rainwater	0	0	0	0
Grease/Paper/Roots	0	0	0	0
Obstruction	1	1	0	0
Private	0	0	0	0
Other (Lift Station, Line Break, etc.)	0	0	0	0
Total Overflows	1	1	0	0
Feet of Sewer Lines Televised	36,440	36,440	16,650	16,650
Locates Completed	320	320	264	264
Manholes:				
Inspected	1,239	1,239	1,210	1,210
New	0	0	0	0
Raised	2	2	1	1
Repaired	5	5	1	1
Feet of Sewer Lines Replaced/Repaired	0.00	0.00	4	4
Hours Worked at Lift Station	50.73	50.73	46	46
Hours Worked for Other Departments	16.83	16.83	5.33	5.33
OJI's	0	0	0	0
Square Feet of Concrete	0	0	0	0
Average Response Time (Minutes)	19.00	19.00	38.00	38.00
Number of Claims	0.00	0.00	0.00	0.00

CITY OF NORMAN				
DEPARTMENT OF UTILITIES				
LINE MAINTENANCE DIVISION				
MONTHLY PROGRESS REPORT				
WATER MAINTENANCE				
	FYE 2025		FYE 2024	
July 2024	MONTH	YTD	MONTH	YTD
New Meter Sets:	61	61	40	40
Number Short Sets	56	56	40	40
Number Long Sets	5	5	0	0
Average Meter Set Time	4.08	4.08	5.65	5.65
Number of Work Orders:				
Service Calls	590	590	362	362
Meter Resets	1	1	1	1
Meter Removals	5	5	0	0
Meter Changes	110	110	29	29
Locates Completed	604	604	418	418
Number of Water Main Breaks	14	14	14	14
Average Time Water Off	1.38	1.38	1.93	1.93
Number of Water Leaks	61	61	40	40
Fire Hydrants:				
New	0	0	0	0
Replaced	0	0	0	0
Maintained	60	60	64	64
Number of Valves Exercised	119	119	139	139
Feet of Main Construction	0	0	490	490
Hours of Main Construction	0	0	845	845
Meter Changeovers	0	0	5	5
OJI's	0	0	0	0
Hours Flushing/Testing New Mains	20.93	21	13	13
Hours Worked Outside of Division	0.00	0.00	0	0

City of Norman, Oklahoma
Department of Utilities

Monthly Progress Report
Water Reclamation Facility
July 1-31,2024
Flow Statistics

	FYE 2025		FYE 2024	
	<u>This Month</u>	<u>YTD</u>	<u>This Month</u>	<u>YTD</u>
Total Influent Flow (M.G.)	333.3	333.3	399.4	399.4
Total Effluent Flow (M.G.)	325.5	325.5	384.3	384.3
Influent Peak Flow (MGD)	14.6	14.6	28.3	28.3
Effluent Peak Flow (MGD)	13.7	13.7	27.7	27.7
Daily Avg. Influent Flow (MGD)	10.8	10.8	12.9	12.9
Daily Avg. Effluent Flow (MGD)	10.5	10.5	12.4	12.4
Precipitation (inches)	2.4	2.4	5.9	5.9

Discharge Monitoring Report Stats

EPA minimum percentage removal 85%

5 day BOD:	Avg.	Avg.
Influent Total (mg/l)	119	129
Effluent Carbonaceous Total	3	2
Percent Removal	97.5	98.4
Total Suspended Solids:		
Influent (mg/L)	177	206
Effluent (mg/L)	13	7
Percent Removal	92.7	96.6
Dissolved Oxygen:		
Influent (min)	1.3	0.5
Effluent (min)	8.3	7.4
pH		
Influent (Low)	6.74	6.8
(High)	7.1	7.3
Effluent (Low)	6.8	6.6
(High)	7.2	7.4
Ammonia Nitrogen		
Influent (mg/L)	29.9	24.5
Effluent (mg/L)	0.7	0.6
Percent Removal	97.7	97.6

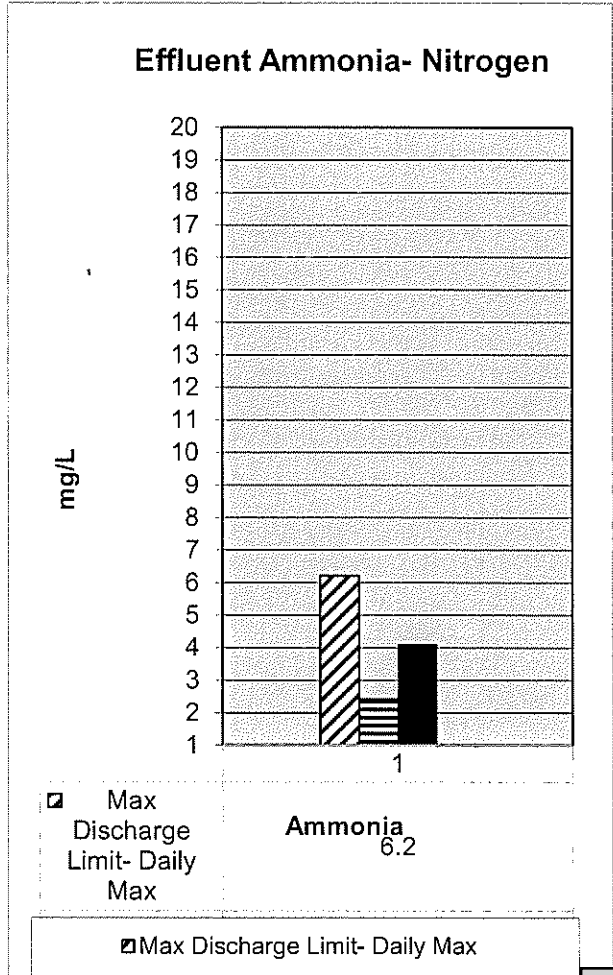
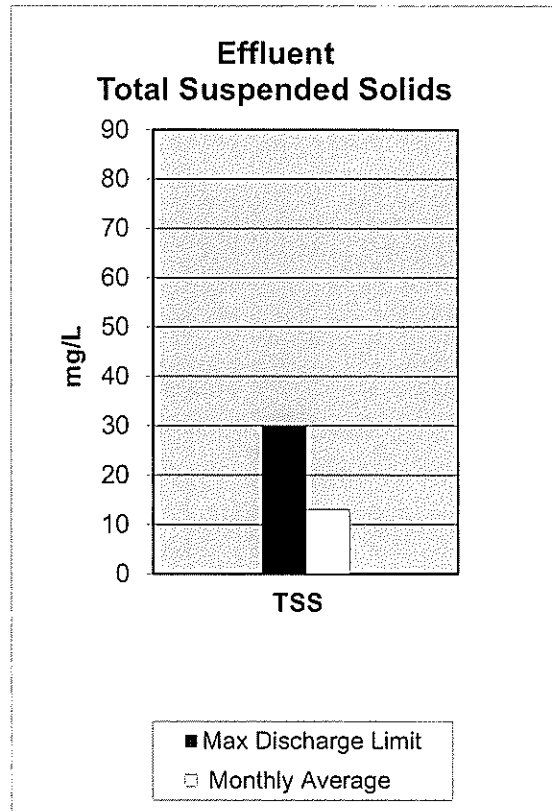
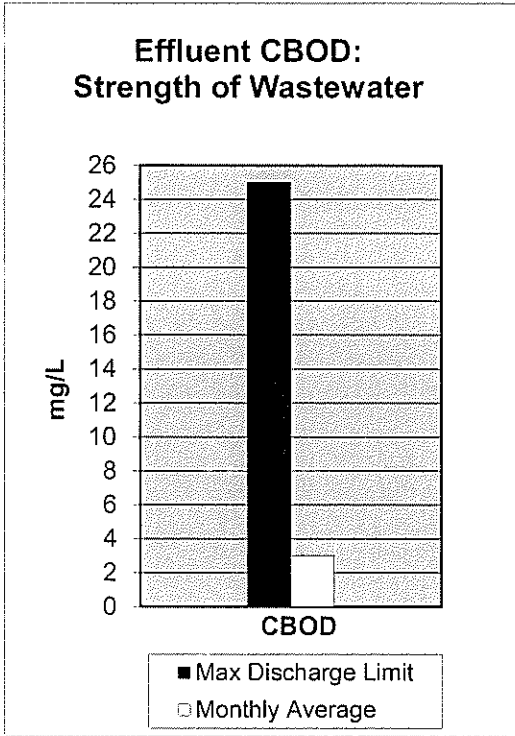
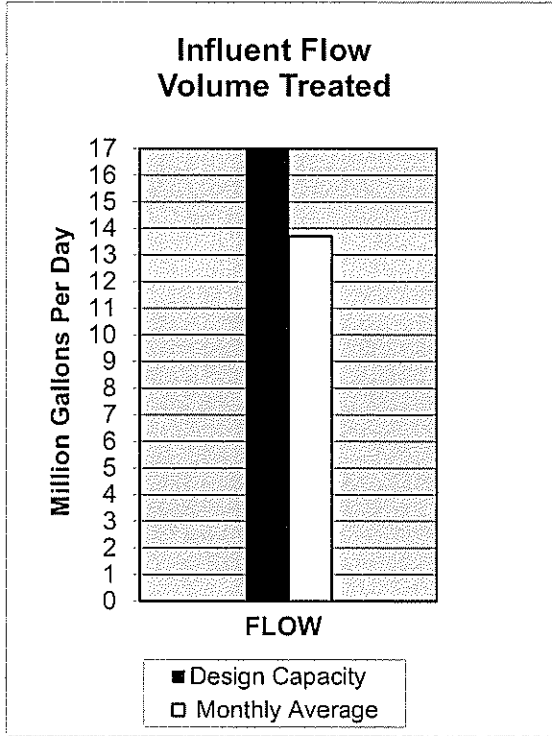
Utilities

Electrical				
Total kWh Used (Plant wide)	340,260	340,260	414,960	414,960
Aeration Blowers & Headworks	114,200	114,200	125,800	125,800
UV Facility	66,000	66,000	68,800	68,800
Natural Gas				
Total cubic feet/day (plant wide)	113,000	113,000	109,000	109,000
Public Education (Tours)		5	115	2
Total Attendees FYE 25			115	97

OU Golf Course (MG) 10.6 10.6 11.4 11.4
E. coli geometric mean for July **159 MPN** (Limit is 126)

**CITY OF NORMAN
WATER RECLAMATION FACILITY
July 2024**

Item 6.



Comments here

**CITY OF NORMAN, OKLAHOMA
DEPARTMENT OF UTILITIES
MONTHLY PROGRESS REPORT**

WATER TREATMENT DIVISION

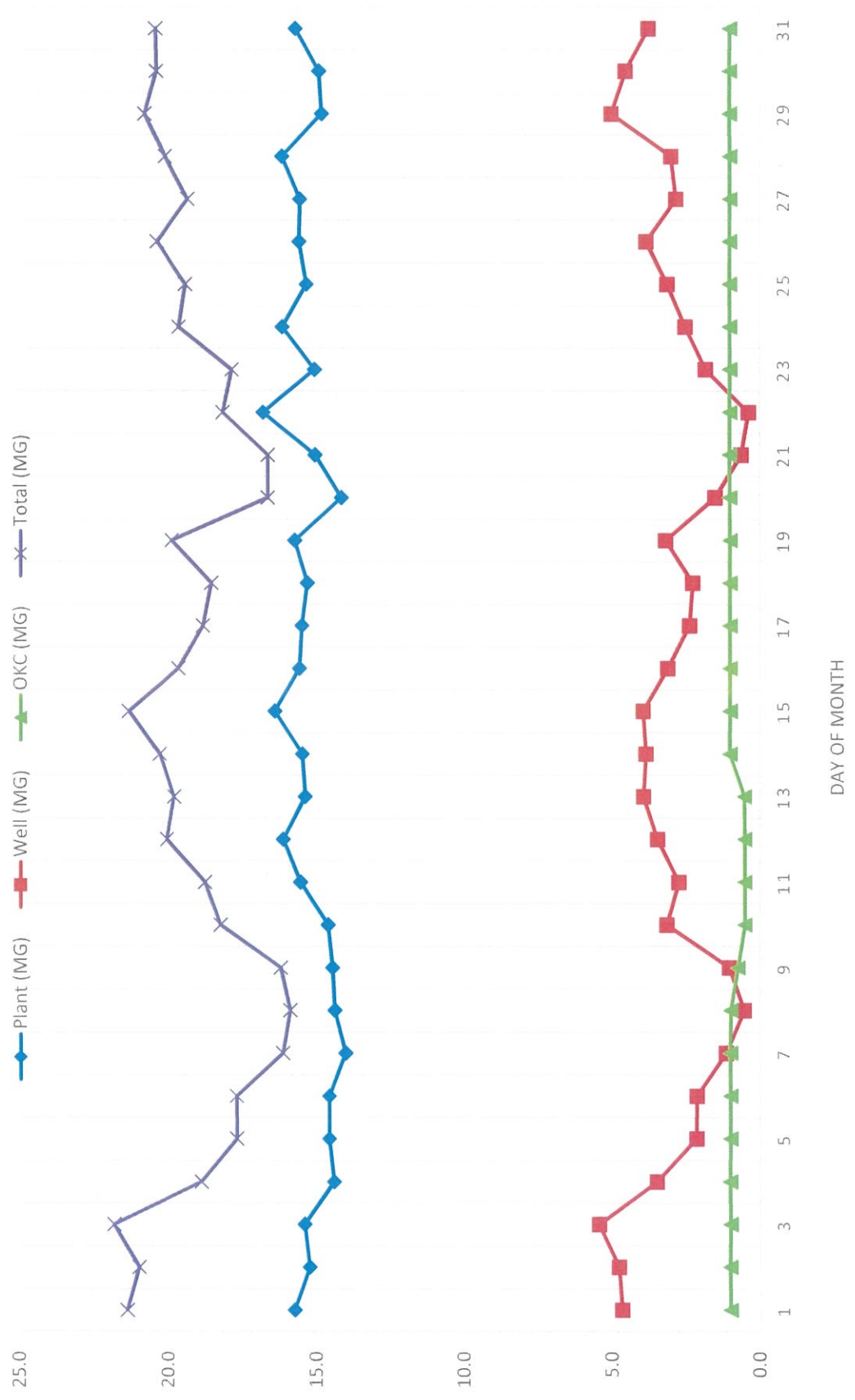
MONTH: July-2024

	<u>FYE 2025</u>		<u>FYE 2024</u>	
	<u>This month</u>	<u>Year to date</u>	<u>This month</u>	<u>Year to date</u>
Water Supply				
Plant Production (MG)	473.00	473.00	439.05	439.05
Well Production (MG)	89.70	89.70	67.82	67.82
Oklahoma City Water Used (MG)	28.71	28.71	30.36	30.36
Total Water Produced (MG)	591.41	591.41	537.23	537.23
Average Daily Production	19.08	19.08	17.33	17.33
Peak Day Demand				
Million Gallons	21.82	21.82	20.46	20.46
Date	7/3/2024	7/3/2024	7/28/2023	7/28/2023
System Capacity (see note 1)	30.34	30.34	25.78	25.78
Demand Above Capacity (Peak Day)	0.00	0.00	0.00	0.00
Note 1: Beginning June 2016 the System Capacity includes the Oklahoma City water line. (Plant + Wells + OKC)				
Costs				
Plant	\$743,012.37	\$743,012.37	\$695,523.26	\$695,523.26
Wells	\$242,272.97	\$242,272.97	\$220,986.92	\$220,986.92
OKC	\$88,471.59	\$88,471.59	\$100,047.39	\$100,047.39
Total	\$1,073,756.93	\$1,073,756.93	\$1,016,557.57	\$1,016,557.57
Cost per Million Gallons				
Plant	\$1,570.84	\$1,570.84	\$1,584.16	\$1,584.16
Wells	\$2,700.99	\$2,700.99	\$3,258.24	\$3,258.24
OKC	\$3,081.24	\$3,081.24	\$3,295.48	\$3,295.48
Total	\$1,815.58	\$1,815.58	\$1,892.22	\$1,892.22
Water Quality				
Bacterial Samples in Compliance	101	101	100	100
Bacterial Samples out of Compliance	2	2	0	0
Total number of inquiries (Note 2)	5	5	1	1
Total number of complaints (Note 2)	0	0	3	3
Number of complaints per 1000 service connections	0.00	0.00	0.07	0.07
Note 2: Prior to April 2016 complaints and inquiries were grouped together, listed as complaints, and not distinguished.				
Safety				
Hours lost to OJI	0	0	0	0
Hours lost to TTD	0	0	0	0
Total Hours Lost	0	0	0	0
Safety Training Sessions Held	0	0	1	1
Public Education				
Number of tours conducted	4	4	0	0
Number of people on tours	31	31	0	0

Notes:

Well 3A line repaired and returned to service. Installed new acid feed pump for SH system.
Replaced SCC 4 mixer motor with spare and repaired the one that was removed for spare.
Repaired SH leak on raw feed line. Rented water chiller for SH generation system.

WATER PRODUCTION FOR JULY 2024



FLOW, MILLION GALLONS

MONTHLY TRANSFER STATION REPORT
July

	TONS PER MONTH	REVENUE PER MONTH
O.U.	283.63	\$15,535.78
STANDARD GATE	1,974.75	\$167,337.36
RESIDENTIAL	330.76	\$15,847.00
TOTALS:	2,589.14	\$198,720.14

	MONTH
# OF LOADS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	535.00
# OF TONS TRANSPORTED TO OKC LANDFILL BY TRANSFER STATION TRUCKS.	9935.51
# 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:	535.00
GRAND TOTAL TONS TO LANDFILLS	9,935.51
DISPOSAL COST PER TON (OKC)	\$21.66
TIPPING FEE'S FOR DUMPING AT OKC:	\$215,203.15
GRAND TOTAL TIPPING FEE'S	\$215,203.15
# OF LOADS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:	762.00
# OF TONS BROUGHT TO TRANSFER STATION COMMERCIAL SANITATION TRUCKS:	4246.48
# OF LOADS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:	434.00
# OF TONS BROUGHT TO TRANSFER STATION RESIDENTIAL SANITATION TRUCKS:	3095.29
TOTAL LOADS BROUGHT TO TRANSFER STATION:	1196.00
TOTAL TONS BROUGHT TO TRANSFER STATION:	7341.77
MISCELLANEOUS TONS BROUGHT BY OTHER DEPTS.:	202.97
TOTAL TONS RECEIVED AT TRANSFER STATION	10133.88

SANITATION DIVISION PROGRESS REPORT

JULY 2024

	FYE 24		<u>JULY</u>	FYE 25	
	MONTH	'R-TO-DATE		MONTH	'R-TO-DATE
<u>Vehicle Accidents</u>	1	1		1	1
<u>On The Job Injuries</u>	0	6		0	0
<u>Bulk Pickups</u>	50	271		50	50
<u>Refuse Complaints</u>	120	849		120	120
<u>New Polycarts Requests</u>	50	612		69	69
<u>Polycarts Exchanges</u>	7	102		15	15
<u>Additional Polycart Requests</u>	64	694		82	82
<u>Replaced Stolen Polycarts</u>	22	252		17	17
<u>Replaced Damaged Polycarts</u>	90	1039		97	97
<u>Polycarts Repaired</u>	23	453		22	22

COMPOST MONTHLY REPORT

JULY 24

MONTH

TONS BROUGHT IN BY COMPOST CREWS:	455.88
LANDFILL TIPPING FEE'S	\$ 21.66
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 9,874.36

TONS BROUGHT IN BY PUBLIC:	1,800.00
TONS BROUGHT IN BY CONTRACTORS :	3,000.00
TONS BROUGHT IN BY OTHER CITY DEPARTMENTS:	300.00
LANDFILL TIPPING FEE'S	\$ 21.66
SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 110,466.00

TOTAL SAVINGS FROM NOT DUMPING AT LANDFILL:	\$ 120,340.36
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REVENUE COLLECTED FROM COMPOST SALES:	\$300.00
REVENUE COLLECTED FROM GATE SALES:	\$13,140.00

TOTAL TONS COLLECTED	5,555.88
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	<u>MULCH CUBIC YDS</u> MONTH	<u>COMPOST CUBIC YDS</u> MONTH
PARKS DEPT.		
ROAD & CHANNEL		
LINE MAINTENANCE		
STREET DEPT.		
WATER TREATMENT		
MURPHY PRODUCTS OKC		
SELF LOADING BIN		80
DRYING BEDS	900	
COMPOST SOLD BY CUBIC YARDS		90
MULCH SOLD BY CUBIC YARDS	7,500	
TOTAL:	8,400	170

Drop Center Report JULY 2024

MONTHLY UNIT PRICES	Revenue per Ton	Proc. Fee	Lbs Rejected	Tons Rejected	%	LNDFL Fee	Tons Diverted	\$ Diverted
ALUMINUM:	\$1,150.00	\$0.00	0	0	0%	\$22.61	254.72	\$5,759.22

PLASTICS:	\$5.00	\$0.00						
STEEL CANS:	\$0.00	\$0.00						
MIXED OFFICE PAPER:	\$0.00	\$0.00						
CARDBOARD:	\$100.00	\$0.00						

RECYCLING CENTER DATA:	#9 TONS	Westwood		Hollywood		Transfer		Total Tons	PRO/FEE	Revenues	Net
		TONS	TONS	TONS	TONS	TONS	TONS				
ALUMINUM:	0.14	0.14	0.06	0.33	0	0	0.53	\$0.00	\$609.50	\$609.50	
PLASTICS:	3.18	3.18	1.24	7.34	0	0	11.76	\$0.00	\$58.80	\$58.80	
STEEL CANS:	0.14	0.14	0.06	0.33	0	0	0.53	\$0.00	\$0.00	\$0.00	
MIXED OFFICE PAPER:	3.09	3.09	0.98	5.48	0	0	9.55	\$0.00	\$0.00	\$0.00	
CARDBOARD:	17.35	17.35	11.07	30.54	1.71	1.71	60.67	\$0.00	\$6,067.00	\$6,067.00	
RECYCLING CENTER TOTALS:	23.9	23.9	13.41	44.02	1.71	1.71	83.04	\$0.00	\$6,735.30	\$6,735.30	

Commercial Cardboard Containers	TONS	Revenues	Compactors		Wood		Glass		Metal	
			TONS	Revenues	TONS	Revenues	TONS	Revenues	TONS	Revenues
46.83	\$4,683.00	14.14	\$1,414.00	0	\$0.00	24.87	-\$562.31		\$0.00	\$0.00
									Cost	\$0.00
									Profit	\$0.00

Expenses	Average hr/ly+ benefits	Cage Rolloff		Cardboard		Occ Compact		MXD Office		Total
		Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	
Hours	\$26.78	54	216.25	16	14	300.25				
Labor \$		\$1,446.12	\$5,791.18	\$428.48	\$374.92	\$8,040.70				
Vehicle cost		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00				

Total All Recycle and Cardboard	TONS	Revenues	Total Recycle Only		Total Cardboard	
			TONS	Revenues	TONS	Revenues
168.88	\$12,269.99	47.24	\$105.99	121.64	\$12,164.00	

Revenue	Total Revenue	Total Expense	Total Net
	\$24,534.08	\$8,040.70	\$16,493.39

File Attachments for Item:

7. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RECEIPT OF THE FINANCE DIRECTOR'S INVESTMENT REPORT AS OF JULY 31, 2024, AND DIRECTING THE FILING THEREOF.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 8/27/2024

REQUESTER: Anthony Francisco, Director of Finance

PRESENTER: Anthony Francisco, Director of Finance

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RECEIPT OF THE FINANCE DIRECTOR'S INVESTMENT REPORT AS OF JULY 31, 2024, AND DIRECTING THE FILING THEREOF.

DATE: August 9, 2024
 TO: City Council
 FROM: Anthony Francisco, Director of Finance
 REVIEWED BY: Clint Mercer, Chief Accountant
 PREPARED BY: Debbie Whitaker, Municipal Accountant III
 SUBJECT: Finance Director's Investment Report

FUND	MONTHLY COMPARISON						ANNUAL COMPARISON			
	MONTHLY BUDGETED INTEREST EARNINGS FYE25	MONTHLY INTEREST EARNINGS July 2024	MONTHLY % INCREASE (DECREASE)	MONTHLY INTEREST % OF PORTFOLIO HOLDINGS	MONTH-END BALANCE July 2024	MONTHLY % OF PORTFOLIO HOLDINGS	ANNUAL BUDGETED INTEREST EARNINGS FYE25-YTD	INTEREST EARNINGS YTD FYE25	YTD % INCREASE (DECREASE)	YTD % PORTFOLIO HOLDINGS
GENERAL FUND	\$16,423	\$48,842	197.40%	5.55%	17,007,049	6.77%	\$16,101	\$48,842	203.35%	5.55%
NET REVENUE STABILIZATION	\$4,167	\$19,052	357.25%	2.16%	4,245,616	1.69%	\$4,167	\$19,052	357.25%	2.16%
PUBLIC SAFETY SALES TAX FUND	\$4,167	\$11,566	177.58%	1.31%	1,769,670	0.70%	\$4,167	\$11,566	177.58%	1.31%
HOUSING	N/A	\$578	100.00%	0.07%	3,382,306	1.35%	N/A	\$578	100.00%	0.07%
SPECIAL GRANTS FUND	N/A	\$35,672	100.00%	4.05%	18,481,340	7.35%	N/A	\$35,672	100.00%	4.05%
ROOM TAX FUND	\$208	\$3,748	1698.96%	0.43%	825,948	0.33%	\$208	\$3,748	1698.96%	0.43%
YFAC FUND	\$0	\$0	0.00%	0.00%	-	0.00%	\$0	\$0	0.00%	0.00%
SEIZURES	\$42	\$8,188	19550.38%	0.93%	1,574,352	0.63%	\$42	\$8,188	19550.38%	0.93%
CLEET FUND	N/A	\$0	100.00%	0.00%	(1)	0.00%	N/A	\$0	100.00%	0.00%
TRANSIT & PARKING FUND	\$0	\$11,968	0.00%	1.36%	1,157,998	0.46%	\$0	\$11,968	0.00%	1.36%
ART IN PUBLIC PLACES FUND	N/A	\$5	100.00%	0.00%	798	0.00%	N/A	\$5	100.00%	0.00%
WESTWOOD FUND	\$625	\$4,840	674.42%	0.55%	1,455,329	0.58%	\$625	\$4,840	674.42%	0.55%
WATER FUND	\$10,000	\$176,835	1668.35%	20.08%	36,549,432	14.54%	\$10,000	\$176,835	1668.35%	20.08%
WASTEWATER FUND	\$4,167	\$31,091	646.20%	3.53%	7,225,134	2.87%	\$4,167	\$31,091	646.20%	3.53%
SEWER MAINTENANCE FUND	N/A	\$71,820	100.00%	8.15%	15,482,969	6.16%	N/A	\$71,820	100.00%	8.15%
DEVELOPMENT EXCISE	\$5,833	\$12,770	118.92%	1.45%	5,135,101	2.04%	\$5,833	\$12,770	118.92%	1.45%
SANITATION FUND	\$25,000	\$40,240	60.96%	4.57%	10,921,764	4.35%	\$25,000	\$40,240	60.96%	4.57%
RISK MANAGEMENT FUND	N/A	\$12,023	100.00%	1.37%	(77,409)	-0.03%	N/A	\$12,023	100.00%	1.37%
CAPITAL PROJECTS FUND	\$58,333	\$254,839	336.87%	28.94%	92,374,605	36.76%	\$58,333	\$254,839	336.87%	28.94%
NORMAN FORWARD SALES TAX	\$1,250	\$30,236	2318.89%	3.43%	14,882,611	5.92%	\$1,250	\$30,236	2318.89%	3.43%
PARKLAND FUND	\$833	\$3,380	305.59%	0.38%	792,741	0.32%	\$833	\$3,380	305.59%	0.38%
UNP TAX INCREMENT DISTRICT	\$2,000	\$47,737	2286.85%	5.42%	11,156,457	4.44%	\$20,000	\$47,737	138.69%	5.42%
CENTER CITY TAX INCREMENT DIST	\$167	\$16,347	0.00%	1.86%	2,527,413	1.01%	N/A	\$16,347	100.00%	1.86%
SINKING FUND	\$2,083	\$34,204	1541.78%	3.88%	3,395,345	1.35%	\$2,083	\$34,204	1541.78%	3.88%
SITE IMPROVEMENT FUND	N/A	\$213	100.00%	0.02%	48,028	0.02%	N/A	\$213	100.00%	0.02%
TRUST & AGENCY FUNDS	N/A	\$41	100.00%	0.00%	9,227	0.00%	N/A	\$41	100.00%	0.00%
ARTERIAL ROAD FUND	N/A	\$4,465	100.00%	0.51%	997,579	0.40%	N/A	\$4,465	100.00%	0.51%
	\$135,298	\$880,700	550.93%	100.00%	251,321,403	100.00%	\$152,810	\$880,700	476.34%	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 \$251.32 million as of 07/31/24 are represented by working capital cash balances of all City funds of approximately \$80.12 million, outstanding encumbrances of \$79.94 million, General Obligation Bond proceeds of \$68.92 million, NUA revenue bond proceeds of \$7.62 million, NMA bond proceeds of \$4.3 million, and UNP TIF reserve amounts of \$10.42 million.

INVESTMENT BY TYPE

		July 31, 2024			EARNED		
LIST BY TYPE	SEC. NO.	PURCHASED	MATURITY	YIELD	INTEREST	COST	MARKET
**Checking							
BANK OF OKLAHOMA	GEN'L DEP.			3.27%	\$44,304.82	\$16,703,892.08	\$16,703,892.08
BANK OF OKLAHOMA	WARRANTS PAYABLE					(\$731,773.76)	(\$731,773.76)
BANK OF OKLAHOMA	PAYROLL					(\$4,263,072.86)	(\$4,263,072.86)
BANK OF OKLAHOMA	COURT BOND REFUNDS					\$214,645.31	\$214,645.31
BANK OF OKLAHOMA	INSURANCE CLAIMS					(\$475,254.71)	(\$475,254.71)
BANK OF OKLAHOMA	LOCK BOX					\$2,020,117.03	\$2,020,117.03
BANK OF OKLAHOMA	RETURN CHECKS					(\$6,681.91)	(\$6,681.91)
BANK OF OKLAHOMA	PARKS					\$0.00	\$0.00
BANK OF OKLAHOMA	FLEXIBLE SPENDING					\$7,628.42	\$7,628.42
BANK OF OKLAHOMA	CDBG-CV			3.30%	\$577.98	\$210,545.63	\$210,545.63
**Subtotal					\$44,882.80	\$13,680,045.23	\$13,680,045.23
**Money Market							
BANCFIRST-NUA	MONEY MKT.			5.19%	\$1,316.74	\$789,936.64	\$789,936.64
BANCFIRST-NMA Room Tax	MONEY MKT.			5.26%	\$382.81	\$181,802.58	\$181,802.58
BANCFIRST-NUA Water	MONEY MKT.			5.19%	\$21,150.12	\$6,160,488.93	\$6,160,488.93
BANCFIRST-NUA Clean Water	MONEY MKT.			5.26%	\$1,141.94	\$672,970.66	\$672,970.66
BANCFIRST-NMA PSST	MONEY MKT.			5.19%	\$11,565.96	\$3,236,089.54	\$3,236,089.54
BANCFIRST-NMA Norman Forward	MONEY MKT.			5.19%	\$15,054.48	\$885,717.82	\$885,717.82
BANK OF OKLAHOMA UNP TIF	MONEY MKT.			5.26%	\$45,602.14	\$10,415,309.93	\$10,415,309.93
BANK OF OKLAHOMA ARPA	MONEY MKT.			3.30%	\$35,577.32	\$12,959,944.96	\$12,959,944.96
BANK OF OKLAHOMA-Westwood	MONEY MKT.			3.30%	\$4,840.13	\$0.00	\$0.00
BANK OF OKLAHOMA-CW	MONEY MKT.			3.30%	\$35.71	\$13,007.64	\$13,007.64
BANK OF OKLAHOMA	MONEY MKT.			3.30%	\$94.79	\$34,528.25	\$34,528.25
BANK OF OKLAHOMA	MONEY MKT.			3.30%	\$757.12	\$275,801.99	\$275,801.99
BANK OF OKLAHOMA-SW	MONEY MKT.			3.30%	\$0.51	\$185.24	\$185.24
BANK OF OKLAHOMA-Misty Lake	MONEY MKT.			3.30%	\$1,710.88	\$623,230.74	\$623,230.74
BANK OF OKLAHOMA-2023A	MONEY MKT.			3.30%	\$75,048.53	\$27,338,311.31	\$27,338,311.31
BANK OF OKLAHOMA-2023B	MONEY MKT.			3.30%	\$38,930.60	\$14,181,436.57	\$14,181,436.57
BANK OF OKLAHOMA-2019B	MONEY MKT.			3.30%	\$13,539.91	\$4,901,138.38	\$4,901,138.38
BANK OF OKLAHOMA-2021	MONEY MKT.			3.30%	\$17,872.36	\$6,249,779.56	\$6,249,779.56
BANK OF OKLAHOMA-2024A	MONEY MKT.			3.30%	\$44,630.40	\$16,249,231.01	\$16,249,231.01
**Subtotal					\$329,252.45	\$105,168,911.75	\$105,168,911.75
**Sweep/Overnight							
GOLDMAN SACHS	GOVT SELECT 1237			5.10%	\$11,445.65	\$2,700,910.13	\$2,700,910.13
BANK OF OKLAHOMA PORTFOLIO	SHORT TERM			5.12%	\$353,572.10	\$81,271,536.25	\$81,271,536.25
**Certificate of Deposit							
FIRST FIDELITY BANK	CD	03/30/24	09/30/24	2.97%	\$618.75	\$250,000.00	\$250,000.00
GREAT NATIONS BANK	CD	09/30/23	09/30/24	4.60%	\$958.33	\$250,000.00	\$250,000.00
VALLIANCE BANK	CD	11/30/23	11/30/24	4.15%	\$864.58	\$250,000.00	\$250,000.00
FIRST NATIONAL BANK	CD	12/28/23	12/28/24	3.15%	\$656.25	\$250,000.00	\$250,000.00
**Subtotal					\$3,097.91	\$1,000,000.00	\$1,000,000.00
**U.S. Treasury Securities/Agency Securities							
US T-Note	91282CCT6	01/31/22	08/15/24	1.27%	7,908.58	7,500,000.00	\$7,485,525.00
FHLB	3130AVB84	07/31/23	09/13/24	5.35%	33,464.63	7,500,000.00	\$7,497,525.00
FFCB	3133ENEJ5	06/30/22	11/18/24	3.15%	32,155.72	12,500,000.00	\$12,335,875.00
FHLB	3130A3GE8	01/28/22	12/13/24	1.41%	2,959.10	2,500,000.00	\$2,478,450.00
US T-STRIPS	912833LU2	08/31/22	02/15/25	3.38%	20,441.38	7,500,000.00	\$7,315,125.00
TVA Note	880591CJ9	08/31/23	11/01/25	4.89%	41,520.11	10,000,000.00	\$10,258,500.00
**Subtotal					138,449.52	47,500,000.00	\$47,371,000.00
TOTAL					880,700.43	251,321,403.36	\$248,491,493.23

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

File Attachments for Item:

8. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR REJECTION OF RECEIPT OF THE CITIZENS PUBLIC SAFETY SALES TAX OVERSIGHT COMMITTEE ANNUAL REPORT FOR FYE 2024.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 8/27/2024

REQUESTER: Kimberly Coffman, Budget Manager

PRESENTER: Anthony Francisco, Director of Finance

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR REJECTION OF RECEIPT OF THE CITIZENS PUBLIC SAFETY SALES TAX OVERSIGHT COMMITTEE ANNUAL REPORT FOR FYE 2024.

City of Norman, Oklahoma
Citizen's Public Safety Sales Tax Oversight Committee
Annual Report
July, 2023 – June, 2024

**City of Norman, Oklahoma
Citizen's Public Safety Oversight Committee
Annual Report
July 1, 2023 – June 30, 2024**

Executive Summary

The Citizen's Public Safety Sales Tax Oversight Committee (CPSOC) offers the following information for the status of the Fiscal Year Ending June 30, 2024 (FYE 24). We are pleased to report that several items were accomplished this year, but we would be remiss if we did not report on the items that are outstanding and must be addressed.

MAJOR ISSUES

- The School Resource Program has been fully implemented but Norman Public Schools is unable to significantly contribute to the funding of the program. Current projections show that the General Fund is unable to subsidize the SRO program indefinitely.

PROJECT STATUS

- The new Emergency Communications Operations Center (ECOC) broke ground on January 19, 2023. As of June 30, 2024, a vehicle storage facility has been added to the project and the grand opening is scheduled for the end of August, 2024.
- Fire Apparatus Replacement Program: The 2022 Engine Pumper will be delivered in October, 2023, and the 2023 Engine Pumper should arrive in the summer of 2024. The FYE 2024 proposed budget did not include an apparatus replacement in the PSST Fund due to depleted replacement allocations. , but the PSST Oversight Committee sent a letter of recommendation to the City Council in April, 2023 in support of a budget amendment to fund the requested \$2.1 million 100-foot Aerial Ladder Platform. This amendment was proposed and approved by Council when the FYE 2024 budget was adopted on June 13, 2023.

FINANCIAL OVERVIEW

Public Safety Sales tax (PSST) revenue was -2.8% below the budget target for FYE 24. No subsidies from the General Fund or Capital Fund were budgeted ore required in FYE 24 to keep the PSST Fund in the black. Sales tax trends will be monitored each year to determine the need for future subsidies until the PSST critical capital needs have been completed.

LOOKING FORWARD

- Anticipated completion of the ECOC in August 2024
- Mid-mount aerial ladder platform completion and delivery

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Introduction

On May 13, 2008, a special election was held in the City of Norman providing for the assessment of a temporary seven year sales tax of one half of one percent (.5%) in addition to the present City and State sales tax for staffing of forty-one (41) additional Police personnel and thirty (30) additional Fire personnel. The additional sales tax was also to be used for vehicles and equipment for such personnel, acquiring, constructing and equipping two new fire stations. The proposition was approved with a vote of 8,301 in favor to 4,307 opposed. The public safety sales tax was implemented October 1, 2008 and expired September 30, 2015.

On April 1, 2014, a special election was held in the City of Norman providing for the extension of the one-half of one percent (.5%) public safety sales tax beginning October 1, 2015. The proposition was approved with a vote of 3,801 in favor to 3,662 opposed. In this report, the tax effective prior to October 1, 2015 is called PSST I, and the tax effective on October 1, 2015 is called PSST II.

Creation and Purpose

The Ordinance calling the election provided for the establishment of a Citizens Public Safety Oversight Committee (CPSOC) to review the expenditures of such monies and submit recommendations to the City Council regarding such expenditures. Further, the CPSOC was to review the expenditures of revenues collected to determine if such funds were expended for the purposes specified and monitor the successful implementation of community oriented policing concepts. The Ordinance called for the committee to issue reports on their findings to the City Council and the public on an annual basis or as requested by Council. (See Appendix A for the PSST I Ordinance, Appendix B for the COP Establishment Resolution and Appendix C for the PSST II Ordinance and Resolution).

Membership

The Norman City Council in its meeting of February 10, 2009, appointed the first Citizen’s Public Safety Oversight Committee. Current members of the Committee are: Linda Price, Lea Greenleaf, Ann Gallagher, Kenny Orr, Kyle Hurley, Russell Rice, Gregory Gilkey, and Mark Emerson. The Ward 7 position is currently vacant.

Meeting Schedule

The CPSOC meets on a monthly basis. Below are the dates for the Committee’s meetings from July 2023 to June 2024. (See Appendix D for the Schedules of Regular Meetings and the Corresponding Agendas)

July 13, 2023	Monthly Meeting
August 10, 2023	Monthly Meeting
September 14, 2023	Monthly Meeting
October 12, 2023	Monthly Meeting
November 19, 2023	Monthly Meeting
December 14, 2023	Monthly Meeting
January 11, 2024	Monthly Meeting
February 8, 2024	Monthly Meeting
March 14, 2024	Monthly Meeting

April 11, 2024	Monthly Meeting
May 9, 2024	Monthly Meeting
June 13, 2024	Monthly Meeting

Discussion Items

Topics of discussion involved Public Safety Sales Tax revenues and expenses for each month. Detailed financial information is included under the Financial Report section of this document.

Members of the Police Command staff presented monthly information regarding the Community Oriented Policing efforts.

Members of the Fire Command staff presented monthly updates on Fire Department activity.

Other topics of discussion and advisement to Council included:

- o Fire Department Apparatus Replacement Schedule – (See Appendix H)
- o Emergency Communications Operations Center project
- o Data-Driven Approaches to Crime & Traffic Safety (DDACTS)
- o School Resource Officer Program staffing
- o Emergency Communications staffing

Accomplishments

The Committee continued its work meeting monthly to review revenue and expenditures reports as well as monitoring the community oriented policing philosophy.

Financial Report

On May 13, 2008, the citizens of Norman voted on and approved a temporary 7-year, one-half percent (0.5%) Public Safety Sales Tax (PSST I) in order to increase the number of police officers and firefighters, and to construct and equip two new fire stations. The sales tax began October 1, 2008 and terminated on September 30, 2015. The City received its first sales tax remittance from the Oklahoma Tax Commission on December 18, 2008.

As of June 30, 2024, a total of \$147,896,357 has been collected from the PSST since its inception. An additional \$13,083,857 has been collected from the related Public Safety Use Tax (a sales tax levied on purchases made outside of the city for use within the city). Interest earned from investing the taxes has earned the PSST Fund an additional \$1,431,433. Total expenditures to date from PSST funds are \$195,046,417 (see Appendix E for a revenue and expenditure analysis by month).

As mentioned earlier in this report, on April 1, 2014, a special election was held in the City of Norman providing for the permanent extension of the one half of one percent (.5%) public safety sales tax beginning October 1, 2015. The proposition was approved and is called PSST II.

With the approval of the PSST permanent extension, Ordinance O-1314-33 was also approved. This Ordinance specifically states what the PSST II revenues can and will be used for. The Ordinance directed that funding for the 71 personnel added to the City public safety workforce by the PSST I be made permanent; 19 personnel be added over a period of four years (13 police

officers to staff a School Resource Officer program; 4 additional Dispatchers; and 2 Emergency Vehicle Mechanics); and a program to replace or acquire Critical Public Safety Capital Facility Needs be implemented (See Appendix G for the original PSST II project, equipment and personnel plan). The Critical Public Safety Capital Needs were identified, in priority order, as follows:

- Emergency Communication System Replacement - \$15,000,000
- Emergency Operations/Dispatch Center Facility - \$6,500,000
- Fire Apparatus Replacement Program – \$6,800,000
- Reconstruct/Relocate Fire Station #5 - \$3,500,000
- TOTAL - \$31,800,000

In discussions and presentations leading up to the approval of the PSST extension, the plan to finance the Emergency Communications (Radio) System and Emergency Operations Center (EOC) facilities through some sort of debt issuance was discussed and acknowledged due to the need to have those facilities up and running before sufficient PSST revenues would accrue. Under the plan, available PSST fund balance would be used as a partial “down payment” on the Communication System and EOC facilities, and PSST Fund balance would be used to pay for the Fire Apparatus and Fire Station #5 Reconstructions on a pay-as-you-go basis, as funds became available after the Radio System and EOC were financed.

As illustrated on the following page, the City of Norman has followed the approved Staffing Plan in adding personnel to the budgeted workforce as anticipated by PSST I and PSST II. During FYE 17, it was originally planned to add seven additional School Resource Officers, two Emergency Vehicle Mechanics and two Emergency Communications Officers. Due to financial cuts and an economic downturn, all of the planned positions, except for the two Communication Officers, were delayed. In FYE 18, three of the remaining seven School Resource Officers were added. No positions were fulfilled in FYE 19. Two Emergency Vehicle Mechanic positions were approved for FYE 20. The two remaining Emergency Communications Officer positions and the four remaining School Resource Officer positions were added during FYE 2024.

Public Safety Sales Tax Staffing Plan

	Original Plan				Fulfilled in PSST I	Fulfilled in PSST II	Not Fulfilled	Reason
	Fire-fighters	Commissioned Police Officers	Non-commissioned Police Officers	Plan Total				
FYE 2008	0	0	0	0	0		0	
FYE 2009	0	12	0	12	12		0	
FYE 2010	15	9	0	24	24		0	
FYE 2011	0	9	0	9	9		0	
FYE 2012	15	5	0	20	20		0	
FYE 2013	0	2	0	2	2		0	
FYE 2014	0	2	0	2	2		0	
FYE 2015	0	2	0	2	2		0	
FYE 2016	0	6	0	6		6	0	
FYE 2017	0	7	2 Emerg Vehicle Mechanics 2 Emerg Communications Officers	11		2 Emerg Communications Officers	7 Police Officers 2 Emerg Vehicle Mechanics	Lack of funding/staffing
FYE 2018	0	0	0	0		3 Police Officers planned in FYE 2017	0	
FYE 2019	0	0	2 Emerg Communications Officers	2			4 Police Officers, 2 Emergency Communications Officers	Lack of funding/staffing
FYE 2020	0	0	0	0		2 Emerg Vehicle Mechanics planned in FYE 2017	4 Police Officers, 2 Emergency Communications Officers	Lack of funding/staffing
FYE 2021	0	0	0	0			4 Police Officers, 2 Emergency Communications Officers	Lack of funding
FYE 2022	0	0	0	0			4 Police Officers, 2 Emergency Communications Officers	Lack of funding
FYE 2023	0	0	0	0			4 Police Officers, 2 Emergency Communications Officers	Lack of funding
FYE 2024	0	0	0	0		2 Emerg Communications Officers, 4 Police Officers	0	
Total	30	54	0	90	71	19	0	

Total Public Safety Personnel*

	Firefighters		Commissioned Police Officers	
	Budgeted	Filled 6/30	Budgeted	Filled 6/30
FY 2008	127	120	134	125
FY 2009	127	123	146	127
FY 2010	142	126	155	156
FY 2011	142	135	164	159
FY 2012	157	129	169	165
FY 2013	157	156	169**	154
FY 2014	157	150	171	159
FY 2015	157	156	173	157
FY 2016	157	145	177#	158
FY 2017	157	155	177	163
FY 2018	157	151	178##	160
FY 2019	158	141	180	170
FY 2020	158	148	180	176
FY 2021	158	155	171***	166
FY 2022	158	143	171	160
FY 2023	158	149	180###	158
FY 2024	158	157	184****	165
FY 2025	158		184	

*Only includes positions in the Fraternal Order of Police (FOP) and International Association of Fire Fighters (IAFF), excludes all other public safety support personnel.

**In the FY 2013 Budget, one Major (FOP) position was reclassified to a non-union Deputy Police Chief position, and a Forensic Tech (FOP) position was reclassified to a non-union position, and two PSST positions were added, so no net change in total.

#In the FY 2015 Budget year, a Master Police Officer position was reclassified to a non-union Forensic Tech position. In FYE 2016, a Police Officer position was reclassified to a non-union I.T. Systems Support Tech position for the PD and six officers were added for the School Resource Officer program.

##In the FY 2018 Budget year, three additional School Resource Officers were added, an MPO was reclassified to a non-union Animal Welfare Shelter Manager and a Sergeant was reclassified as a non-union Police Standards Administrator. In FYE 2019, a police major was added.

***In FYE 2021, nine commissioned positions were cut in the Police Department in the General Fund.

###In the FY 2023 Budget year, nine commissioned positions were added in the Police Department in the General Fund.

****In the FY 2024 Budget year, four commissioned School Resource Officer positions were added in the Public Safety Sales Tax Fund.

Plan Status

The original PSST plan is complete. With the hiring of nine (9) additional police officers for the school resource officer program in FYE 16 and 18, two (2) Emergency Communications Officers in FYE 17, the hiring of two (2) Emergency Vehicle Mechanic positions in FYE 20, and the approval of two (2) Emergency Communications Officers and four (4) police officers for the school resource officer program in FYE 24, the plan for PSST II is also complete.

With the approval of PSST II, PSST II revenues will be utilized for specific capital improvements identified in the PSST II Ordinance, including an improved communications system, replacement of fire trucks and apparatus, relocation and reconstruction of Fire Station No. 5, and the construction of an emergency operations and dispatch facility.

Findings and Conclusions

The Committee reports that City staff has been responsive to information requests and guidance as such requests have been made.

Committee members would like a more prospective review of public safety issues to be able to make recommendations to Council before any decisions are made. The Committee is a dedicated group that comprises subject matter experts within their fields and has the expertise needed to give Council advice and recommendations on public safety issues. Members are eager to share their knowledge with Council to help with decision making.

Public Safety Sales Tax expenditures have been extensively reviewed by the committee and the committee finds such expenditures have been made in accordance with the Ordinance establishing the parameters for such expenditures. In the Committee's judgment, the Police Department is successfully implementing Community Policing concepts.

Looking Forward to Fiscal Year Ending 2025

In the future, the committee will continue monitoring activities designated in the COP Annual Work Plan (see Appendix F) as well as monitoring expenditures and revenues associated with the Public Safety Sales Tax collections.

The Committee also looks forward to the partnership with the Norman Public Schools for the School Resource Officer (SRO) Program as a part of the PSST extension, and the completion of the new Emergency Communications Operations Center (ECOC).

The committee stands ready to assist the Council in whatever advisory capacity they deem appropriate.

The Citizen's Public Safety Oversight Committee FYE 2024 Annual Report was approved at the CPSOC meeting on August 8, 2024 with the recommendation that it be forwarded to City Council as required by Ordinance 0-0708-32.

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING THE CALLING AND HOLDING OF A SPECIAL ELECTION IN SAID CITY OF NORMAN, STATE OF OKLAHOMA, (THE CITY), ON THE 13TH DAY OF MAY, 2008, FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED, QUALIFIED ELECTORS OF SAID CITY THE QUESTION OF APPROVING OR REJECTING ORDINANCE NO. O-0708-32 OF THE CITY OF NORMAN, OKLAHOMA, LEVYING AND ASSESSING A SALES TAX OF ONE HALF OF ONE PERCENT (.5%) IN ADDITION TO PRESENT CITY AND STATE SALES TAXES UPON THE GROSS PROCEEDS OR GROSS RECEIPTS DERIVED FROM ALL SALES TO ANY PERSON TAXABLE UNDER THE SALES TAX LAW OF OKLAHOMA INCLUDING, BUT NOT LIMITED TO, CERTAIN ENUMERATED SALES LISTED THEREIN; PROVIDING FOR THE PURPOSE OF THE ONE HALF OF ONE PERCENT (.5%) SALES TAX TO BE USED FOR STAFFING OF ADDITIONAL POLICE PERSONNEL AND ADDITIONAL FIRE PERSONNEL IN ACCORDANCE WITH THE STAFFING PLAN ADOPTED HEREIN, VEHICLES AND EQUIPMENT FOR SUCH PERSONNEL, ACQUIRING, CONSTRUCTING, AND EQUIPPING TWO FIRE STATIONS IN THE CITY OF NORMAN, OKLAHOMA, AND THEN FOR SUCH OTHER LAWFUL PURPOSES AS SPECIFIED HEREIN; TO BECOME EFFECTIVE ON THE 1ST DAY OF OCTOBER, 2008, AND TERMINATE ON 30TH DAY OF SEPTEMBER, 2015; PROVIDING EXEMPTIONS EXEMPTED FROM THE SALES TAX LAW OF OKLAHOMA INCLUDING, BUT NOT LIMITED TO, CERTAIN ENUMERATED EXEMPTIONS LISTED THEREIN; PROVIDING FOR THE ADMINISTRATION AND COLLECTION OF TAX; REQUIRING THE FILING OF RETURNS; PROVIDING FOR INTEREST AND PENALTIES FOR FAILURE TO PAY TAX WHEN DUE; PROVIDING FOR TAXPAYER TO KEEP RECORDS; REQUIRING VENDORS TO COLLECT TAX FROM PURCHASER AT TIME OF SALE; ESTABLISHING LIENS; AUTHORIZING THE CITY COUNCIL TO MAKE ADMINISTRATIVE AND TECHNICAL CHANGES AND ADDITIONS EXCEPT TAX RATE; MAKING THE TAX CUMULATIVE; PROVIDING SEVERABILITY OF PROVISIONS; REQUIRING APPROVAL OF ORDINANCE BY MAJORITY OF REGISTERED VOTERS VOTING AT AN ELECTION HELD FOR SUCH PURPOSE AS PROVIDED BY LAW; FIXING EFFECTIVE DATE; AND PROVIDING FOR THE SEVERABILITY THEREOF.

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

- § 1. Proposition. That the Mayor of the City of Norman, Oklahoma, or in her absence or incapacity, the duly qualified Mayor Pro Tem, be and hereby is authorized and directed to call a special election to be held in the City of Norman, Oklahoma, on the 13th day of May, 2008, for the purpose of submitting to the registered, qualified voters of said City of Norman, Oklahoma, for their approval or rejection the following proposition:

PROPOSITION

“SHALL ORDINANCE NO. O-0708-32 PROVIDING FOR THE ASSESSMENT OF A SALES TAX OF ONE HALF OF ONE PERCENT (.5%) IN ADDITION TO THE PRESENT CITY AND STATE SALES TAX UPON THE GROSS PROCEEDS OR GROSS RECEIPTS DERIVED FROM ALL SALES TO ANY PERSON TAXABLE UNDER THE SALES TAX LAW OF OKLAHOMA INCLUDING, BUT NOT LIMITED TO, CERTAIN ENUMERATED SALES LISTED THEREIN; PROVIDING FOR THE PURPOSE OF THE ONE HALF OF ONE PERCENT (.5%) TO BE USED, TO THE EXTENT FEASIBLE FROM THE REVENUES GENERATED HEREBY, FOR STAFFING OF FORTY-ONE (41) ADDITIONAL POLICE PERSONNEL AND THIRTY (30) ADDITIONAL FIRE PERSONNEL IN ACCORDANCE WITH THE STAFFING PLAN ADOPTED HEREIN, VEHICLES AND EQUIPMENT FOR SUCH PERSONNEL, ACQUIRING, CONSTRUCTING, AND EQUIPPING TWO FIRE STATIONS IN THE VICINITY OF 36TH AVENUE NORTHWEST AND TECUMSEH STREET AND IN THE VICINITY OF EAST ALAMEDA AND EAST 36TH AVENUE IN THE CITY OF NORMAN, OKLAHOMA, ALL TO BE OWNED EXCLUSIVELY BY THE CITY OF NORMAN AND THEN FOR SUCH OTHER LAWFUL PURPOSES OF THE CITY BE APPROVED; AND PROVIDING THAT SUCH ADDITIONAL ONE HALF OF ONE PERCENT (.5%) SHALL BEGIN TO BE LEVIED ON OCTOBER 1, 2008, AND CEASE TO BE LEVIED ON SEPTEMBER 30, 2015?”

- § 2. That such call for said election shall be by Special Election Proclamation and Notice, signed by the Mayor or Mayor Pro Tem and attested to by the City Clerk, setting forth the proposition to be voted on; that the ballots set forth in the proposition be voted upon substantially as set out in Section 1 hereof; and that the returns of said election shall be made to and canvassed by the Cleveland County Election Board.
- § 3. That the number and location of the polling places and the persons who conduct the elections shall be the same as the regular polling places and persons prescribed and selected by the Cleveland County Election Board for elections in the City of Norman, Oklahoma.
- § 4. That the Special Election Proclamation and Notice of even date, a copy of which is on file with the City Clerk and which is incorporated herein by reference, calling such special election is hereby approved in all respects, and that the Mayor or Mayor Pro Tem is hereby authorized to execute said special election proclamation on behalf of the City, and the City Clerk is hereby authorized to

attest and affix the seal of said City to said Special Election Proclamation and Notice and cause a copy of said Special Election Proclamation and Notice to be published as required by law, and a copy thereof delivered to the Cleveland County Election Board.

- § 5. That the City Clerk shall serve or cause to be served, a copy of this Ordinance and a copy of the Special Election Proclamation and Notice of Election upon the office of the Cleveland County Election Board, not less than sixty (60) days prior to the date of the election.
- § 6. Citation and codification. This Ordinance shall be known and cited as the Norman Sales Tax Ordinance of 2008, and the same shall be codified and incorporated into the Code of Ordinances of the City of Norman, Oklahoma (the "City").
- § 7. Tax imposed. It is hereby imposed a sales tax of one half of one percent (.5%) (in addition to any and all other sales taxes now in force) to be levied upon the gross receipts derived from all sales taxable under the Oklahoma Sales Tax Code.
- § 8. Effective date and termination. This Ordinance shall become and be effective on and after the 1st day of October, 2008, subject to approval of a majority of the registered voters of the City of Norman voting on the same in the manner prescribed by law. This Ordinance and the sales tax referenced herein shall terminate and cease to be levied seven (7) years from the effective date of this Ordinance, or on the 30th day of September, 2015 provided that this tax, at the discretion of the then sitting City Council, may be submitted to the registered voters of the City of Norman for re-approval prior to the expiration of the tax.
- § 9. Purposes of revenues. The proceeds of the one half of one percent (.5%) sales tax levied and assessed by this Ordinance shall be used, to the extent feasible from the revenues generated hereby, as follows:
- First, for staffing of forty-one (41) additional police personnel and thirty (30) additional fire personnel in accordance with the staffing plan adopted herein, vehicles and equipment for such personnel, acquiring, constructing, and equipping two fire stations in the vicinity of 36th Avenue Northwest and Tecumseh Street and in the vicinity of East Alameda and East 36th Avenue in the City of Norman, Oklahoma, all to be owned exclusively by the City of Norman and for the promotion of community relations through a philosophy of community policing which promotes a partnership and interaction between public safety personnel and the citizens of the City of Norman, and then for such other purposes as may be adopted by Council in accordance with criteria specified in section 13 below, provided it is not the intention that revenue generated from this additional tax levy be utilized to create inequities in the City of Norman Compensation system among public safety and nonpublic safety personnel.
- §10. Establishment of Citizens Public Safety Oversight Committee. A Citizens Public Safety Oversight Committee shall be established to review the expenditures of such monies and submit recommendations to Council regarding such expenditures.

- §11. Appointment and number of members. Members of the Citizens Public Safety Oversight Committee shall be appointed by the Mayor of the City of Norman upon approval by a majority of the City Council. The Committee shall consist of one member from each Ward and one member at-large. The Citizens Public Safety Oversight Committee shall not be current City employees, officials, contractors or vendors of the City.
- §12. Purposes of Citizens Public Safety Oversight Committee. The Citizens Public Safety Oversight Committee shall review the expenditure of revenues collected pursuant to this Ordinance to determine if such funds are expended for the purposes specified in the Ordinance, monitoring the successful implementation of community policing concepts, and issuing reports on their findings to the City Council and the public on an annual basis or as requested by Council, and may review and make recommendations on such other issues related to Public Safety as may be assigned to it by Council.
- §13. Staffing Plan. Revenues collected hereunder shall be expended first for the staffing, compensation and equipping of police and fire personnel over the period of the tax in accordance with the Staffing Plan set forth herein, and the excess for such other public needs as may be identified and budgeted by Council after evaluation considering at least one of the following criteria: projects or expenditures that enhance public safety services; projects or expenditures that enhance emergency management capabilities; projects or expenditures that provide direct services to the citizens; projects or expenditures that help ensure long term financial stability of the City; and/or projects or expenditures that provide for continuity of existing City services.

Year of Tax	Additional Police Personnel	Additional Fire Personnel
1	12	0
2	9	15
3	9	0
4	5	15
5	2	0
6	2	0
7	<u>2</u>	<u>0</u>
Total added Personnel	41	30

- §14. Subsisting state permits. All valid and subsisting permits to do business issued by the Oklahoma Tax Commission pursuant to the Oklahoma Sales Tax Code are, for the purpose of this Ordinance, hereby ratified, confirmed and adopted in lieu of any requirement for an additional City permit for the same purpose.
- §15. Payment of tax. The tax herein levied shall be paid at the time and in the manner and in the form prescribed for the payment of state sales tax under the Oklahoma Sales Tax Code.
- §16. In addition to current taxes. The tax levied hereby is in addition to any and all other sales taxes levied or assessed by the City. Provided, however, that those provisions of Article IV of Chapter 8 (Sales Tax) of the Code of Ordinances, of the City of Norman, Oklahoma, not inconsistent herewith, shall apply to the sales tax levied and assessed by this Ordinance. For the purpose of this Ordinance, references in the Code of Ordinances to specific provisions of the Oklahoma Sales Tax Code shall deem to be referenced to said statutory provisions, as amended.

- §17. Amendment. The citizens of the City of Norman, Oklahoma, by their approval of this Ordinance at the election hereinabove provided for, hereby authorize the City by Ordinance duly enacted to make any such administrative and technical changes or additions in the method and manner of administration and enforcing this Ordinance as may be necessary or proper for efficiency and fairness except that the purpose, rate and limitation of time for collection of the tax herein provided shall not be changed without the approval of the qualified electors of the City as provided by law. Prior to approval of such amendatory Ordinance, the Oversight Committee established pursuant to Section 10 herein shall review and make recommendation to the Council regarding the amendment.

- §18. Provisions cumulative. Provisions hereof shall be cumulative and in addition to any and all other taxing provisions of City Ordinances.

- §19. Exclusion from "Non-dedicated" UNP TIF revenues. The additional tax authorized under this Ordinance shall not be considered a "non-dedicated" tax as contemplated in the Norman University North Park Project Plan, and accordingly no revenues generated from this additional tax levied on retail sales occurring within the Increment District shall be considered part of the Sales Tax Increment apportioned to the University North Park Tax Increment Finance District.

- §20. 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 11th day of March, 2008.

Cindy [Signature]
 Mayor

NOT ADOPTED this _____ day of _____, 2008.

 Mayor

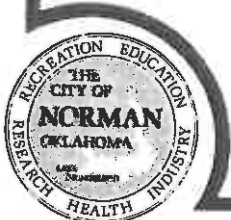
ATTEST:
[Signature]
 City Clerk

Resolution

R-0809-125

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, ESTABLISHING COMMUNITY ORIENTED POLICING (COP) IN ORDER TO IDENTIFY POLICING PRIORITIES OF THE COMMUNITY AND CREATE A STRATEGY FOR DEVELOPING PROCESSES FOR THOSE PRIORITIES.

- § 1. WHEREAS, on May 13, 2008, a special election was held in the City of Norman for a proposed temporary increase in the city sales tax by one half of one percent (.5%).
- § 2. WHEREAS, one purpose of the revenues was for the promotion of community relations through a philosophy of community policing which promotes partnership and positive interaction between the public safety personnel and the citizens of the City of Norman.
- § 3. WHEREAS, the Citizens Public Safety Oversight Committee (CPSOC) was established to review expenditures, monitor the successful implementation of community policing concepts and issue reports on their findings to the City Council and the public at least annually, or as frequently as the committee deems appropriate, or as requested by Council, and make recommendations on other issues related to public safety as may be assigned by Council.
- § 4. WHEREAS, the City of Norman, Oklahoma, desires to establish Community Oriented Policing (COP) to assist the Police Department in identifying policing priorities and develop processes to achieve implementation of community policing.
- § 5. WHEREAS, that COP should be implemented as a philosophy which permanently and positively changes the police department's interaction with the community. This positive interaction will lead to the creation of a safe, diverse and inclusive community. By working together, the Norman Police Department and the citizens of Norman can develop creative solutions to contemporary community problems related to public safety including crime, fear of crime, social and physical disorder, and neighborhood decay.
- § 6. WHEREAS, it is believed that the development of identified activities that focus on all City departmental efforts will assist in the achievement of Community Oriented Policing.
- § 7. WHEREAS, the Norman City Council encourages future City Councils to fully evaluate and seek reconsideration, as appropriate, of the Public Safety Tax (which expires on September 30, 2015) at least one (1) year prior to its expiration.



Resolution No. R-0809-125
Community Oriented Policing

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

- § 8. That the Norman City Council and the Citizens Public Safety Oversight Committee shall assist the Police Department in identifying the policing priorities of the community and suggest processes to address those priorities.
- § 9. That the Police Department will prepare a Five Year Implementation Plan in order to set forth the strategies and activities to successfully implement community policing concepts based on the priorities and policies established by the Norman City Council and CPSOC.
- §10. That the Police Department will prepare an Annual Work Plan (AWP), consistent with the five (5) year plan on the basis of intended results, strategies, budget, and the formation of community partners. The AWP will provide detailed activity planning and set out what will be accomplished during the year. The AWP shall contain:
 - a. Expected outcomes;
 - b. Activities to be carried out towards the achievement of the expected outcomes;
 - c. The time frame (by calendar quarter) for undertaking the planned activities; and
 - d. Identification of those responsible for implementing components of the plan.

PASSED AND ADOPTED this 28th day of April, 2009.

Cindy [Signature]
Mayor

ATTEST:
Brenda Hall
City Clerk



**City of Norman, Oklahoma
2009
Norman's Rededication to Community
Oriented Policing**



The Norman Police Department

In September 1919, the City of Norman ("the City") received its charter and the Norman Police Department became the primary law enforcement agency for the City. All early documents indicate that the department's manpower at the time was in the single digits-employing one to four officers. As the population of the City has changed over the years, so has the Norman Police Department. Currently, the department consists of 147 commissioned and 55 civilian personnel, for a total of 202 employees.

All 202 employees are assigned to one of three bureaus: Patrol, Criminal Investigations and Staff Services. The Patrol Bureau is responsible for such things as responding to calls for service, investigating and taking appropriate action regarding traffic activity, criminal activity, and unusual circumstances. In addition, the Patrol Bureau is responsible for the apprehension of offenders, recovery of stolen property, and preparation of reports and presentation of court testimony. The department's Criminal Investigations Bureau is responsible for the investigation of criminal activity, collection and preservation of crime scene evidence, apprehension of offenders, recovery of stolen property, and preparation of reports. The Criminal Investigations Bureau also manages the presentation of evidence to the prosecutor's office and presentation of court testimony. The Staff Services Bureau is responsible for records, communications, training, personnel services, animal welfare, and fiscal management. In 2009, the total budget for the department is approximately \$17M (excluding capital projects).

Initial Community Policing Efforts

The concept of community oriented policing ("COP") was first implemented by the Norman Police Department in 1993. The department's focus was becoming more committed to providing the highest quality of police service by working in partnership with the community to create permanent solutions to problems and enhance the quality of life in Norman. Soon after the implementation of this philosophy, the department observed success in partnering with the community and addressing problems. Problem solving became a proactive task rather than a reactive one. However, over the next fifteen years, the department's COP approach was weakened by declining staffing levels, increasing population and calls for service.

Norman's Rededication to COP
Page 3 of 6

crime, greater respect for law and order, increased crime control and crime prevention, and greater citizen satisfaction with police services.

Community policing represents a continuation of established traditions of policing in the United States. It flows from the following fundamental values:

- The police department believes that the prevention of crime is its number one priority.
- The police department involves the community in the delivery of its services.
- The police department holds itself accountable to the community it serves.
- The police department upholds three dimensions of equity: equal access to police services, equal treatment of all individuals under the U.S. Constitution, and equal distribution of police services and resources.

Research shows that community policing programs follow ten (10) underlying principals:

1. Crime prevention is the responsibility of the whole community.
2. The police and the community share ownership, responsibility, and accountability for the prevention of crimes.
3. Police effectiveness is a function of crime control, crime prevention, problem solving, community satisfaction, quality of life, and community engagement.
4. Mutual trust between the police and the community is essential for effective policing.
5. Crime prevention must be a flexible, long-term strategy in which the police and community collectively commit to resolving the complex and chronic causes of the crime.
6. Community policing requires knowledge, access and mobilization of community resources.
7. Community policing can only succeed when police administration and government officials enthusiastically support its principles and tenets.
8. Community policing depends on decentralized, community-based participation in decision-making.
9. Community policing allocates resources and services, which is based on analysis, identification and projection of patterns and trends, rather than incidents.
10. Community policing requires an investment in training with a special emphasis on: problem analysis and problem solving, facilitation, community organization, communication, mediation and conflict resolution, resource identification and use, networking and linkages, and cross-cultural competency.

It is a common misconception that COP is "soft on crime." This is not the case. Officers continue to make arrests and issue citations. However, the emphasis must shift with COP from activity indicators to long term solutions for problems. COP is also not "social work" or a cosmetic solution. The implementation of the COP philosophy merely formalizes and promotes community building and community-based problem solving which includes strong law enforcement components. COP must also not be viewed as a

Norman's Rededication to COP
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Recent Events

On May 13th, 2008, a special election was held in the City of Norman which proposed a temporary increase in the city sales tax by one half of one percent (.5%). Voters approved the proposition and it became effective on October 1, 2008. The approval of this additional tax, in part, will be used to staff additional police personnel, which in turn will allow COP to be reinstated in the community. With the enactment of this temporary public safety sales tax, a Citizen's Public Safety Oversight Committee was established to review the expenditures of the new monies and submit recommendations to the City Council regarding these expenditures. Members of the Citizen's Public Safety Oversight Committee are appointed by the Mayor upon approval by a majority of the City Council.

The Citizen's Public Safety Oversight Committee reviews the expenditures of revenues collected pursuant to the ordinance to determine if such funds are expended for the purposes specified in the ordinance. In addition, the Committee monitors the successful implementation of community policing concepts. Further, the City Council encourages the Citizens Oversight Committee to seek input and issue reports on their findings to the City Council and the public at least annually, or as frequently as the Committee deems appropriate or as requested by the Council. The Committee may review and make recommendations on such other issues related to Public Safety as may be assigned by the City Council.

In order to be successful, the COP mission and goals must be redefined to meet the current needs of the City of Norman. The City Council Oversight Committee along with members of the department recommend that the creation of a safe, diverse and inclusive community should be the paramount goal. The implementation of the COP philosophy is an opportunity to create positive interactions between the police department and the community.

Universal Principles of COP

Community policing is best described as a philosophy, managerial style, and organizational strategy. The goals of community policing are to promote better police-community partnerships and more proactive problem solving with the community. Community policing can help solve a wide range of community problems and issues involving crime control, crime prevention, and fear of crime.

In addition to Community Oriented Policing (COP), community policing is referred to by several names such as Community Problem Solving, Neighborhood Policing, and Problem-Based Policing. In order to be effective, community policing must be based on collaboration between police and citizens in a non-threatening and cooperative spirit. COP requires that police listen to citizens, take seriously how citizens perceive problems and issues, and seek to solve problems which have been identified. A fundamental assumption of the community policing approach is that the community is more likely than the police to recognize and understand public safety needs. Effective community policing can result in enhanced quality of life in neighborhoods, reduction of the fear of

Norman's Rededication to COP

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passing fad. In order to be effective, COP must be adopted as a philosophical change in the way the police interact with the public.

Norman's Desired COP Philosophy

The purpose of this COP statement is to unify community efforts, build alignment and loyalty among the Police Department staff, communicate our COP stance to the entire organization and the community, and finally to empower employees to set correct priorities and make correct decisions.

In addition to defining the principles and values of COP, the Police Department and Council Oversight Committee developed a vision of COP for Norman. It is the position of the group that COP should be implemented as a philosophy which permanently and positively changes the police department's interaction with the community. This positive interaction will lead to the creation of a safe, diverse and inclusive community. By working together, the Norman Police Department and the citizens of Norman can develop creative solutions to contemporary community problems related to public safety including crime, fear of crime, social and physical disorder, and neighborhood decay.

The mission of community oriented policing is to enhance the quality of service to Norman by developing a partnership based on trust using community relations, problem identification/solutions, and crime prevention. These partnerships must be permanent relationships of trust between the police and the community that must be developed and maintained to establish a network of resources to help in the problem identification and problem solving process. These relationships of trust enable law enforcement to gain greater access to valuable information from the community that could lead to the solution and prevention of crimes. Trust must be achieved before the police can assess the needs of the community and develop the close ties that will create community support. Community partnerships require an adoption of a policing perspective that exceeds the standard/traditional law enforcement emphasis. It is well understood that these partnerships will not happen overnight and will require an ongoing effort to be maintained.

The first element in working towards community oriented policing is the formation of community partnerships. Partnerships between police and community stakeholders are needed in order to carefully examine the characteristics of problems in neighborhoods and apply appropriate remedies. The group has identified community stakeholders such as the University of Oklahoma, other Norman educational institutions, social service agencies, businesses, the media, law enforcement, elected and appointed civic officials, property owners associations, neighborhood watches and members of the community as entities that must work together to ensure the success of community oriented policing.

Another element of community oriented policing that must be in place for the program to become effective is problem solving. Problem solving must be implemented in a proactive method to identify problems, educate all parties involved, and assign resources to solve those problems. Problem solving will require statistical analysis of data to

Norman's Rededication to COP

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produce feedback and evaluate the effectiveness of the solution. It is acknowledged that the results from this element may not be observed for several years after re-start-up.

The police must also enact a public information outreach to the community concerning community oriented policing programs, activities and opportunities. The police will in turn use these opportunities to develop partnerships to help identify and solve public safety issues. It is expected that the police will partner with Norman's diverse population to accomplish the expectations. The police must also open lines of communication from the youth to the elderly to address community concerns. The police will be able to then implement proactive crime prevention and increase the police visibility in the community, especially in neighborhoods.

Geographically based policing or the use of "beats" will allow for officers to be assigned to a specific area and remain as the primary person in the area. This will allow the officer to gain knowledge of that area and provide for accountability for the area. By remaining in one geographic location, officers are better able to act as liaisons for citizens with other city departments and give the community a clear understanding of whom to contact for COP issues. In addition, geographically based policing provides an opportunity for officers to focus on specific crime "hot spots" and adapt solutions. Officers should be continually evaluated on both their proactive and reactive programs.

Recruitment of new departmental personnel should be aimed at attracting new employees who are well suited to a COP philosophy. All commissioned and civilian departmental members will be COP knowledgeable, although some may have greater responsibilities. All department personnel, sworn and civilian, will be given initial and ongoing COP training. Their work plans, performance reviews, and performance measures will clarify expectations for employees under the COP philosophy. The entire organizational structure of the department will be structured to support COP.

The Citizens Oversight Committee should determine the mechanisms for measuring whether or not the benchmarks are being met, and if they should be adjusted based on their evaluations and public input. In order to facilitate this process, any needs should be directed to the City Manager and Council. The evaluation should be included in all reports. Our community's support of the COP program is essential to make it an enduring endeavor despite any changes in administration and political makeup of the Council. This can only be achieved by meeting the needs and expectations of the public. In order to achieve this, it is imperative for the Citizens Oversight Committee to create a means for public input and interaction.

Action

To achieve its goals the Norman Police Department will prepare a Five Year Implementation Plan to set forth the strategies and activities to successfully implement community policing concepts. Further, the Norman Police Department will prepare an Annual Work Plan consistent with the Five Year Implementation Plan on the basis of intended results, strategies, budget and the formation of community partners. The

Norman's Rededication to COP
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Annual Work Plan will provide detailed activity planning and accomplishments such as expected outcomes and activities, a time frame and identification of those responsible for implementation of all components of the Annual Work Plan.

Conclusion

Community oriented policing requires the police and the community to work together in partnership to solve community problems. Communication must be open and continuous with the youth of Norman and all other members of the community talking to police. COP allows for a better understanding of police duties and gives the citizens a greater voice in setting police priorities while improving the quality of life for the community. The partnerships created by community oriented policing will be permanent and help ensure a safe, diverse and inclusive city.

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AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING THE CALLING AND HOLDING OF A SPECIAL ELECTION IN SAID CITY OF NORMAN, STATE OF OKLAHOMA, (THE CITY), ON THE FIRST DAY OF APRIL, 2014, FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED, QUALIFIED ELECTORS OF SAID CITY THE QUESTION OF APPROVING OR REJECTING ORDINANCE NO. O-1314-33 OF THE CITY OF NORMAN, OKLAHOMA, LEVYING AND ASSESSING A SALES TAX OF ONE HALF OF ONE PERCENT (1/2%) ACCOUNTED FOR IN THE PUBLIC SAFETY SALES TAX FUND INTENDED TO REPLACE THE ONE HALF OF ONE PERCENT (1/2%) TEMPORARY PUBLIC SAFETY SALES TAX OF 2008 PROVIDED FOR IN ORDINANCE NO. O-0708-32 UPON ITS EXPIRATION ON SEPTEMBER 30, 2015 BUT IS OTHERWISE IN ADDITION TO PRESENT CITY AND STATE SALES TAXES UPON THE GROSS PROCEEDS OR GROSS RECEIPTS DERIVED FROM ALL SALES TO ANY PERSON TAXABLE UNDER THE SALES TAX LAW OF OKLAHOMA INCLUDING, BUT NOT LIMITED TO, CERTAIN ENUMERATED SALES LISTED THEREIN; PROVIDING FOR THE PURPOSE OF THE ONE HALF OF ONE PERCENT (1/2%) SALES TAX TO BE USED, TO THE EXTENT FEASIBLE FROM THE REVENUES GENERATED HEREBY, FOR THE PURPOSES OF RETENTION OF THE SEVENTY-ONE (71) PUBLIC SAFETY PERSONNEL POSITIONS INITIALLY ADDED WITH REVENUES FROM THE PUBLIC SAFETY SALES TAX OF 2008 COLLECTED PURSUANT TO ORDINANCE NO. O-0708-32; ADDITION OF THIRTEEN (13) POLICE PERSONNEL POSITIONS TO IMPLEMENT A SCHOOL RESOURCE OFFICER PROGRAM JOINTLY FUNDED WITH PARTICIPATING PUBLIC SCHOOL SYSTEMS WITHIN THE MUNICIPALITY, FOUR (4) EMERGENCY COMMUNICATIONS OFFICERS, AND TWO (2) EMERGENCY VEHICLE MECHANICS; REPLACEMENT OF CITY EMERGENCY COMMUNICATIONS SYSTEMS; CONSTRUCTION OF EMERGENCY OPERATIONS AND DISPATCH FACILITY; REPLACEMENT OF FIRE TRUCKS AND APPARATUS; RELOCATION AND RECONSTRUCTION OF FIRE STATION NO. 5; DEBT SERVICE IF INCURRED FOR THE ABOVE PURPOSES; AND THEN ACCOUNTING FOR THREE EIGHTHS OF ONE PERCENT (3/8%) TO THE GENERAL FUND AND ONE EIGHTH OF ONE PERCENT (1/8%) TO THE CAPITAL FUND FOR SUCH OTHER LAWFUL PURPOSES AS SPECIFIED HEREIN; TO BECOME EFFECTIVE ON THE FIRST DAY OF OCTOBER, 2015, FROM THE SALES TAX LAW OF OKLAHOMA INCLUDING, BUT NOT LIMITED TO, CERTAIN ENUMERATED EXEMPTIONS LISTED THEREIN; PROVIDING FOR THE ADMINISTRATION AND COLLECTION OF TAX; REQUIRING THE FILING OF RETURNS; PROVIDING FOR INTEREST AND PENALTIES FOR

FAILURE TO PAY TAX WHEN DUE; PROVIDING FOR TAXPAYER TO KEEP RECORDS; REQUIRING VENDORS TO COLLECT TAX FROM PURCHASER AT TIME OF SALE; ESTABLISHING LIENS; AUTHORIZING THE CITY COUNCIL TO MAKE ADMINISTRATIVE AND TECHNICAL CHANGES AND ADDITIONS EXCEPT TAX RATE; MAKING THE TAX CUMULATIVE; AMENDING SECTIONS 8-403 AND 8-416 OF CHAPTER 8 OF THE CODE OF ORDINANCES TO ADD A PERMANENT TAX FOR PUBLIC SAFETY PURPOSES; REQUIRING APPROVAL OF ORDINANCE BY MAJORITY OF REGISTERED VOTERS VOTING AT AN ELECTION HELD FOR SUCH PURPOSE AS PROVIDED BY LAW; FIXING EFFECTIVE DATE; AND PROVIDING FOR THE SEVERABILITY THEREOF.

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

§ 1. Proposition. That the Mayor of the City of Norman, Oklahoma, or in her absence or incapacity, the duly qualified Mayor Pro Tem, be and hereby is authorized and directed to call a special election to be held in the City of Norman, Oklahoma, on the first day of April, 2014, for the purpose of submitting to the registered, qualified voters of said City of Norman, Oklahoma, for their approval or rejection the following proposition:

PROPOSITION

“SHALL ORDINANCE NO. O-1314-33 PROVIDING FOR THE ASSESSMENT OF A SALES TAX OF ONE HALF OF ONE PERCENT (1/2%) ACCOUNTED FOR IN THE PUBLIC SAFETY SALES TAX FUND INTENDED TO REPLACE THE ONE HALF OF ONE PERCENT (1/2%) TEMPORARY PUBLIC SAFETY SALES TAX OF 2008 PROVIDED FOR IN ORDINANCE NO. O-0708-32 UPON ITS EXPIRATION ON SEPTEMBER 30, 2015 BUT IS OTHERWISE IN ADDITION TO THE PRESENT CITY AND STATE SALES TAX UPON THE GROSS PROCEEDS OR GROSS RECEIPTS DERIVED FROM ALL SALES TO ANY PERSON TAXABLE UNDER THE SALES TAX LAW OF OKLAHOMA INCLUDING, BUT NOT LIMITED TO, CERTAIN ENUMERATED SALES LISTED THEREIN; PROVIDING FOR THE PURPOSE OF THE ONE HALF OF ONE PERCENT (1/2%) TO BE USED, TO THE EXTENT FEASIBLE FROM THE REVENUES GENERATED HEREBY, FOR THE PURPOSES OF RETENTION OF THE SEVENTY-ONE (71) PUBLIC SAFETY PERSONNEL POSITIONS INITIALLY ADDED WITH REVENUES FROM THE PUBLIC SAFETY SALES TAX OF 2008 COLLECTED

PURSUANT TO ORDINANCE NO. O-0708-32; ADDITION OF THIRTEEN (13) POLICE PERSONNEL POSITIONS TO IMPLEMENT A SCHOOL RESOURCE OFFICER PROGRAM JOINTLY FUNDED WITH PARTICIPATING PUBLIC SCHOOL SYSTEMS WITHIN THE MUNICIPALITY, FOUR (4) EMERGENCY COMMUNICATIONS OFFICERS, AND TWO (2) EMERGENCY VEHICLE MECHANICS; REPLACEMENT OF CITY EMERGENCY COMMUNICATIONS SYSTEMS; CONSTRUCTION OF EMERGENCY OPERATIONS AND DISPATCH FACILITY; REPLACEMENT OF FIRE TRUCKS AND APPARATUS; RELOCATION AND RECONSTRUCTION OF FIRE STATION NO. 5; DEBT SERVICE IF INCURRED FOR THE ABOVE PURPOSES; AND THEN ACCOUNTING FOR THREE EIGHTHS OF ONE PERCENT (3/8%) TO THE GENERAL FUND AND ONE EIGHTH OF ONE PERCENT (1/8%) TO THE CAPITAL FUND FOR SUCH OTHER LAWFUL PURPOSES OF THE CITY BE APPROVED; AND PROVIDING THAT ONE HALF OF ONE PERCENT (1/2%) SHALL BEGIN TO BE LEVIED ON OCTOBER 1, 2015?"

- § 2. That such call for said election shall be by Special Election Proclamation and Notice, signed by the Mayor or Mayor Pro Tem and attested to by the City Clerk, setting forth the proposition to be voted on; that the ballots set forth in the proposition be voted upon substantially as set out in Section 1 hereof; and that the returns of said election shall be made to and canvassed by the Cleveland County Election Board.
- § 3. That the number and location of the polling places and the persons who conduct the elections shall be the same as the regular polling places and persons prescribed and selected by the Cleveland County Election Board for elections in the City of Norman, Oklahoma.
- § 4. That the Special Election Proclamation and Notice of even date, a copy of which is on file with the City Clerk and which is incorporated herein by reference, calling such special election is hereby approved in all respects, and that the Mayor or Mayor Pro Tem is hereby authorized to execute said special election proclamation on behalf of the City, and the City Clerk is hereby authorized to attest and affix the seal of said City to said Special Election Proclamation and Notice and cause a copy of said Special Election Proclamation and Notice to be published as required by law, and a copy thereof delivered to the Cleveland County Election Board.
- § 5. That the City Clerk shall serve or cause to be served, a copy of this Ordinance and a copy of the Special Election Proclamation and Notice of Election upon the office of the Cleveland County Election Board, not less than sixty (60) days prior to the date of the election.

§ 6. Citation and codification. This Ordinance shall be known and cited as the Norman Public Safety Sales Tax Ordinance of 2015, and the same shall be codified and incorporated into Chapter 8, Article IV of the Code of Ordinances of the City of Norman, Oklahoma (the "City") as follows:

* * *

Section 8-403 -- Tax Rate -- Sales subject to tax.

There is hereby levied an excise tax of three and one half (3.5) percent, upon the gross proceeds or gross receipts derived from all sales taxable under the Sales Tax Law of Oklahoma . . . [remaining provisions of this section unchanged]

* *

Section 8-416 -- Pledge of portions of tax for expenditure for certain purposes.

- (a) Seventy (70) percent of the additional or second one-percent excise tax (sales tax) will be expended solely for capital expenditures or debt service on obligations financing said capital expenditures for the City, or any public trust having the City as beneficiary, and the remaining thirty (30) percent of the additional or second one-percent tax will be expended for the general municipal government function of the City.
- (b) The additional one half percent of excise tax (sales tax) derived from the Public Safety Sales Tax of 2015 will be expended first to fund Public Safety Personnel positions that were initially funded by the Temporary Public Safety Sale Tax of 2008; to fund the addition of thirteen (13) police personnel to implement a school resource officer program, four (4) emergency communications officers, and two (2) emergency vehicle mechanics; replacement of city radio communications systems; construction of emergency operations and dispatch facility; replacement of fire trucks and apparatus; relocation and reconstruction of fire station no. 5; debt service if incurred for the above purposes.
- (c) Upon satisfaction of the purposes of subsection (b), then the revenues (sales tax) derived from the Public Safety Sales Tax of 2015 shall be accounted for as follows: three eighths of one percent (3/8%) to the General Fund and one eighth of one percent (1/8%) to the Capital Fund for such other public needs as may be identified and budgeted by Council after evaluation considering at least one of the following criteria: projects or expenditures that enhance public safety services;

projects or expenditures that enhance emergency management capabilities; projects or expenditures that enhance animal welfare capabilities; projects or expenditures that provide direct services to the citizens; projects or expenditures that help ensure long term financial stability of the City; and/or projects or expenditures that provide for continuity of existing City services.

* * *

- § 7. Tax imposed. It is hereby imposed a sales tax of one half of one percent (1/2%) (in addition to any and all other sales taxes now in force) to be levied upon the gross receipts derived from all sales taxable under the Oklahoma Sales Tax Code.
- § 8. Effective date and termination. This Ordinance shall become effective on and after the first day of October, 2015, subject to approval of a majority of the registered voters of the City of Norman voting on the same in the manner prescribed by law.
- § 9. Purposes of revenues. The proceeds of the one half of one percent (1/2%) sales tax levied and assessed by this Ordinance shall be dedicated to the Public Safety Sales Tax Fund and used, to the extent feasible from the revenues generated hereby, as follows:

For retention of the seventy-one (71) public safety sales tax personnel initially added with revenues from the Public Safety Sales Tax of 2008 collected pursuant to Ordinance No. O-0708-32; addition of thirteen (13) police personnel to implement a school resource officer program jointly funded with participating public school systems within the municipality, four (4) emergency communications officers, and two (2) emergency vehicle mechanics; replacement of City emergency communications systems; construction of emergency operations and dispatch facility; replacement of fire trucks and apparatus; relocation and reconstruction of Fire Station No. 5; debt service if incurred for the above purposes; the revenues, upon satisfaction of the above purposes, shall be accounted for as follows: three eighths of one percent (3/8%) to the General Fund and one eighth of one percent (1/8%) to the Capital Fund for such other purposes as may be adopted by Council in accordance with criteria specified in section 13 below, provided it is not the intention that revenue generated from this additional tax levy be utilized to create inequities in the City of Norman Compensation system among public safety and nonpublic safety personnel.

- §10. Citizens Public Safety Oversight Committee. The Citizens Public Safety Oversight Committee, established by Ordinance No. O-0708-32, shall review the expenditures of such monies and submit recommendations to Council regarding such expenditures.

- §11. Appointment and number of members. The Citizens Public Safety Oversight Committee, established by Ordinance No. O-0708-32, shall continue to be appointed by the Mayor of the City of Norman upon approval by a majority of the City Council. Prior to the Mayor's recommended appointment of a new Committee member, the Mayor shall consult with the Councilmember for the Ward from which the Committee member is to be chosen. The Committee shall continue to consist of one member from each Ward and one member at-large. The Citizens Public Safety Oversight Committee shall not be current City employees, officials, contractors or vendors of the City.

- §12. Purposes of Citizens Public Safety Oversight Committee. The Citizens Public Safety Oversight Committee shall review the expenditure of revenues collected pursuant to this Ordinance to determine if such funds are expended for the purposes specified in the Ordinance, monitoring the successful implementation of community policing concepts, and issuing reports on their findings to the City Council and the public on an annual basis or as requested by Council, and may prospectively review and make recommendations on such other issues related to Public Safety as may be assigned to it by Council.

- §13. Staffing Plan. Revenues collected hereunder shall be accounted for in the Public Safety Sales Tax Fund and expended first for the retention of the seventy-one (71) public safety sales tax personnel initially added with revenues from the Public Safety Sales Tax of 2008 collected pursuant to Ordinance No. O-0708-32; addition of thirteen (13) police personnel to implement a school resource office program jointly funded with participating public school systems within the municipality, four (4) emergency communications officers, and two (2) emergency vehicle mechanics; replacement of City emergency communications systems; construction of emergency operations and dispatch facility; replacement of fire trucks and apparatus; relocation and reconstruction of Fire Station No. 5 over the period of the tax in accordance with the Staffing Plan set forth herein, and debt service if incurred for the above purposes. The revenues, upon satisfaction of the above purposes, shall be accounted for as follows: three eighths of one percent (3/8%) to the General Fund and one eighth of one percent (1/8%) to the Capital Fund for such other public needs as may be identified and budgeted by Council after evaluation considering at least one of the following criteria: projects or expenditures that enhance public safety services; projects or expenditures that enhance emergency management capabilities; projects or expenditures that enhance animal welfare capabilities; projects or expenditures that provide direct services to the citizens; projects or expenditures that help ensure long term financial stability of the City; and/or projects or expenditures that provide for continuity of existing City services.

Year of Tax	School Resource Police Officers	Additional Emergency Vehicle Mechanics	Additional Communications Officers
1	7	2	2
2	6	0	0
3	0	0	2

- §14. Subsisting state permits. All valid and subsisting permits to do business issued by the Oklahoma Tax Commission pursuant to the Oklahoma Sales Tax Code are, for the purpose of this Ordinance, hereby ratified, confirmed and adopted in lieu of any requirement for an additional City permit for the same purpose.
- §15. Payment of tax. The tax herein levied shall be paid at the time and in the manner and in the form prescribed for the payment of state sales tax under the Oklahoma Sales Tax Code.
- §16. In addition to current taxes. The tax levied hereby is intended to replace the one half of one percent (1/2%) temporary Public Safety Sales Tax of 2008 provided for in Ordinance no. O-0708-32 upon its expiration on September 30, 2015 and is otherwise in addition to any and all other sales taxes levied or assessed by the City. Provided, however, that those provisions of Article IV of Chapter 8 (Sales Tax) of the Code of Ordinances, of the City of Norman, Oklahoma, not inconsistent herewith, shall apply to the sales tax levied and assessed by this Ordinance. For the purpose of this Ordinance, references in the Code of Ordinances to specific provisions of the Oklahoma Sales Tax Code shall deem to be referenced to said statutory provisions, as amended.
- §17. Amendment. The citizens of the City of Norman, Oklahoma, by their approval of this Ordinance at the election hereinabove provided for, hereby authorize the City by Ordinance duly enacted to make any such administrative and technical changes or additions in the method and manner of administration and enforcing this Ordinance as may be necessary or proper for efficiency and fairness except that the purpose, rate and limitation of time for collection of the tax herein provided shall not be changed without the approval of the qualified electors of the City as provided by law. Prior to approval of such amendatory Ordinance, the Oversight Committee established pursuant to Section 10 herein shall review and make recommendation to the Council regarding the amendment.
- §18. Provisions cumulative. Provisions hereof shall be cumulative and in addition to any and all other taxing provisions of City Ordinances.
- §19. Exclusion from "Non-dedicated" UNP TIF revenues. The additional tax authorized under this Ordinance shall not be considered a "non-dedicated" tax as contemplated in the Norman University North Park Project Plan, and accordingly no revenues generated from this additional tax levied on retail sales occurring within the Increment District shall be considered part of the Sales Tax Increment apportioned to the University North Park Tax Increment Finance District.

§20. 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 28th day of January, 2014.

Cindy S. Postell
Mayor

NOT ADOPTED this _____ day of _____, 2014.

Mayor

ATTEST:

Terenda Hall
City Clerk



SPECIAL ELECTION
PROCLAMATION AND NOTICE OF ELECTION

Under and by virtue of the Statutes of the State of Oklahoma and acts complimentary, supplementary, and enacted pursuant thereto, and Ordinance No. O-1314-33 dated January 28, 2014, authorizing the calling of an elections on the Proposition hereinafter set forth, I, the undersigned Mayor of the City of Norman, Oklahoma. On the first day of April, 2014, for the purpose of submitting to the registered qualified voters in said City the proposed Proposition:

PROPOSITION

“SHALL ORDINANCE NO. O-1314-33 PROVIDING FOR THE ASSESSMENT OF A SALES TAX OF ONE HALF OF ONE PERCENT (1/2%) ACCOUNTED FOR IN THE PUBLIC SAFETY SALES TAX FUND INTENDED TO REPLACE THE ONE HALF OF ONE PERCENT (1/2%) TEMPORARY PUBLIC SAFETY SALES TAX OF 2008 PROVIDED FOR IN ORDINANCE NO. O-0708-32 UPON ITS EXPIRATION ON SEPTEMBER 30, 2015 BUT IS OTHERWISE IN ADDITION TO THE PRESENT CITY AND STATE SALES TAX UPON THE GROSS PROCEEDS OR GROSS RECEIPTS DERIVED FROM ALL SALES TO ANY PERSON TAXABLE UNDER THE SALES TAX LAW OF OKLAHOMA, INCLUDING, BUT NOT LIMITED TO, CERTAIN ENUMERATED SALES LISTED THEREIN; PROVIDING FOR THE PURPOSE OF THE ONE HALF OF ONE PERCENT (1/2%) TO BE USED, TO THE EXTENT FEASIBLE FROM THE REVENUES GENERATED HEREBY, FOR THE PURPOSES OF RETENTION OF THE SEVENTY-ONE (71) PUBLIC SAFETY PERSONNEL INITIALLY ADDED WITH REVENUES GENERATED FROM THE PUBLIC SAFETY SALES TAX OF 2008 LEVIED AND COLLECTED PURSUANT TO ORDINANCE NO. O-0708-32; ADDITION OF THIRTEEN (13) POLICE PERSONNEL TO IMPLEMENT A SCHOOL RESOURCE OFFICER PROGRAM JOINTLY FUNDED WITH PARTICIPATING PUBLIC SCHOOL SYSTEMS WITHIN THE MUNICIPALITY, FOUR (4) EMERGENCY COMMUNICATIONS OFFICERS, AND TWO (2) EMERGENCY VEHICLE MECHANICS; REPLACEMENT OF CITY EMERGENCY COMMUNICATIONS SYSTEMS; CONSTRUCTION OF EMERGENCY OPERATIONS AND DISPATCH FACILITY; REPLACEMENT OF FIRE TRUCKS AND APPARATUS; RELOCATION AND RECONSTRUCTION OF FIRE STATION NO. 5; DEBT SERVICE IF INCURRED FOR THE ABOVE PURPOSES; AND THEN ACCOUNTING FOR THREE EIGHTHS OF ONE PERCENT (3/8%) TO THE GENERAL FUND AND

ONE EIGHTH OF ONE PERCENT (1/8%) TO THE CAPITAL FUND FOR SUCH OTHER LAWFUL PURPOSES OF THE CITY BE APPROVED AFTER CONSIDERING SPECIFIED CRITERIA; AND PROVIDING THAT SUCH ADDITIONAL ONE HALF OF ONE PERCENT (1/2%) SHALL BEGIN TO BE LEVIED ON OCTOBER 1, 2015?"

The ballot used at said election shall set out the Proposition as set forth above and shall also contain the words:

- 1st YES - FOR THE PROPOSITION
- 2nd NO – AGAINST THE PROPOSITION

(If the voter desires to vote for the above Proposition, he shall mark the ballot accordingly; if he desires to vote against the above Proposition, he shall mark the ballot accordingly.)

That only the registered qualified voters of the City of Norman, Oklahoma, may vote upon the Proposition as above set forth. The polls shall be opened at 7:00 o'clock a.m. and shall remain open continuously until and be closed at 7:00 o'clock p.m.

The special election shall be held at the same places and in the same manner prescribed by law for conducting county and state elections and the numbers and locations of the polling places and the persons who shall conduct said election shall be the same as for county and state elections, all as respectively designated and prescribed by the County Election Board of Cleveland County, Oklahoma.

WITNESS my hand as Mayor of the City of Norman, Oklahoma, and the seal of said City affixed hereto on the 28th day of JANUARY 2014.

Cirely Spostell
Mayor

(SEAL)

ATTEST:

Renee Hall
CITY CLERK



Resolution

R-1314-111

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, EXPRESSING THE INTENT OF THE CITY COUNCIL TO USE THOSE REVENUES GENERATED FROM THE TEMPORARY PUBLIC SAFETY SALES TAX REFERENDUM THAT ARE UNENCUMBERED WHEN THE TAX EXPIRES ON SEPTEMBER 30, 2015 FOR PUBLIC SAFETY CAPITAL IMPROVEMENTS, PROVIDED VOTERS APPROVE THE PUBLIC SAFETY SALES LEVY UNDER ORDINANCE NO. O-1314-33.

- § 1. WHEREAS, on March 11, 2008, the City Council adopted Ordinance No. O-0708-32, the Public Safety Sales Tax ("PSST I"), creating a temporary one half of one percent sales tax on retail sales extending from October 1, 2008 to September 30, 2015 with the revenues generated thereby to be used primarily for public safety purposes; and
- § 2. WHEREAS, the voters of the City of Norman approved Ordinance No. O-0708-32, PSST I, at a duly called election held on May 13, 2008; and
- § 3. WHEREAS, the primary purposes of PSST I, including the addition of seventy-one (71) public safety personnel, will have been accomplished before its expiration on September 30, 2015; and
- § 4. WHEREAS, because PSST I was a temporary sales tax, Council previously directed staff to reserve adequate revenues generated from PSST I to continue to fund the seventy-one (71) public safety personnel positions and associated equipment expenditures for an additional six months beyond the expiration date of PSST I; and
- § 5. WHEREAS, the City Council has authorized funding from PSST I revenues to accomplish a number of additional public safety capital improvements and expenditures authorized by the PSST I Ordinance including: improved communication systems; remodeling and equipping the Norman Investigations Center (formerly Smalley Center); making a contribution to the "Rainy Day" Fund; and making a contribution to the General Fund in support of the emergency communications function; among other expenditures, and City Council anticipates revenues from PSST I to remain unencumbered beyond those purposes on September 30, 2015; and



- § 6. WHEREAS, on January 28, 2014, the City Council adopted Ordinance No. O-1314-33, the continuation of the Public Safety Sales Tax ("PSST II"), that will continue to levy a one half of one percent tax on retail sales beginning on October 1, 2015; and
- § 7. WHEREAS, the voters of the City of Norman will consider approval of Ordinance No. O-1314-33, PSST II, at a duly called election held on April 1, 2014; and
- § 8. WHEREAS, if PSST II is approved by the voters, the revenues collected to be set aside from PSST I initially intended to pay for salaries, benefits, and associated equipment of the seventy-one (71) public safety personnel hired under PSST I for an additional six months beyond the expiration of PSST I will no longer be necessary for such a purpose, and revenues collected that are unencumbered on September 30, 2015, as described in Section 5 above, together, are estimated to be four million nine hundred thousand dollars (\$4.9 million); and
- § 9. WHEREAS, City Council desires to formally express its intent, should the voters approve PSST II, to utilize the PSST I revenues identified in Section 8 above, to the extent needed, for the specific Public Safety capital improvements identified in the PSST II Ordinance.

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

- § 10. That should the voters approve Ordinance O-1314-33, then the revenues collected under PSST I originally intended to provide for salary, benefits, and associated equipment for the seventy-one public safety personnel positions for an additional six months beyond the expiration date of PSST I, and the other unencumbered PSST I revenues on September 30, 2015, shall be used, to the extent needed, for the specific Public Safety capital improvements identified in the PSST II Ordinance.

PASSED AND ADOPTED this 25th day of February, 2014.



Cindy Fogel
Mayor

ATTEST:

Brenda Hall
City Clerk

**2023 CALENDAR YEAR
SCHEDULE OF REGULAR MEETINGS**

Monthly Planner	
Municode Calendar	
Meeting Room Calendar	

Public Safety Oversight Committee

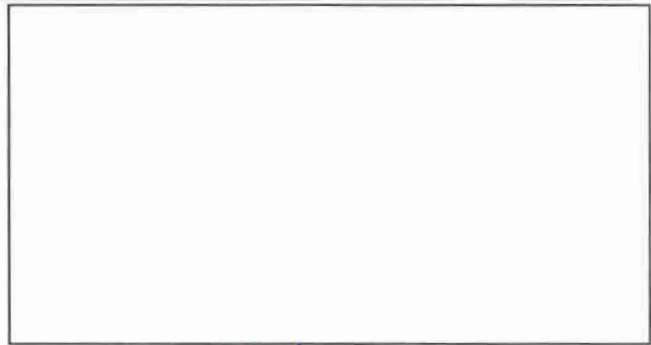
Name of Board/Commission/Committee

Please enter the date of the meeting in the DATE column or type in the following:
"Meetings scheduled as Needed" in the DATE column.

DATE	TIME	Physical Location
January 12, 2023	4:00 pm	201 W. Gray, Council Chambers, Norman, OK
February 9, 2023	4:00 pm	225 N. Webster, Development Center Room B, Norman, OK
March 9, 2023	4:00 pm	225 N. Webster, Development Center Room B, Norman, OK
April, 13, 2023	4:00 pm	225 N. Webster, Development Center Room B, Norman, OK
May 11, 2023 Cancelled	4:00 pm	225 N. Webster, Development Center Room B, Norman, OK
June 8, 2023	4:00 pm	225 N. Webster, Development Center Room B, Norman, OK
July 13, 2023	4:00 pm	225 N. Webster, Development Center Room B, Norman, OK
August 10, 2023	4:00 pm	225 N. Webster, Development Center Room B, Norman, OK
September 14, 2023	4:00 pm	225 N. Webster, Development Center Room B, Norman, OK
October 12, 2023	4:00 pm	225 N. Webster, Development Center Room B, Norman, OK
November 9, 2023	4:00 pm	225 N. Webster, Development Center Room B, Norman, OK
December 14, 2023	4:00 pm	225 N. Webster, Development Center Room B, Norman, OK

To be completed by person filing notice:

Name: Danielle Risenhoover
Administrative Tech. IV
 Address: 225 N. Webster Ave.
Norman, OK 73069
 Phone No.: 405-366-5413



Filed in the office of the Municipal Clerk at 1:25 a.m./p.m. on 5/4/23

Signed: Brenda Hall
 City Clerk

*AMENDED

**2024 CALENDAR YEAR
SCHEDULE OF REGULAR MEETINGS**

Monthly Planner	<i>[Signature]</i>
Municode Calendar	<i>[Signature]</i>
Meeting Room Calendar	N/A

Public Safety Sales Tax Oversight Committee

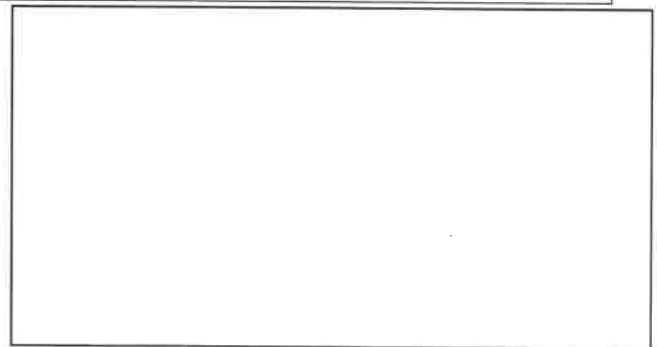
Name of Board/Commission/Committee

Please enter the date of the meeting in the DATE column or type in the following:
"Meetings scheduled as Needed" in the DATE column.

DATE	TIME	Physical Location
01-11-24	4:00PM-5:00PM	Development Center, Conference Room B, 225 N. Webster Ave., Norman, OK
02-08-24	4:00PM-5:00PM	Development Center, Conference Room B, 225 N. Webster Ave., Norman, OK
03-14-24	4:00PM-5:00PM	Development Center, Conference Room B, 225 N. Webster Ave., Norman, OK
04-11-24	4:00PM-5:00PM	Development Center, Conference Room B, 225 N. Webster Ave., Norman, OK
05-09-24	4:00PM-5:00PM	Development Center, Conference Room B, 225 N. Webster Ave., Norman, OK
06-13-24	4:00PM-5:00PM	Development Center, Conference Room B, 225 N. Webster Ave., Norman, OK
07-11-24	4:00PM-5:00PM	Development Center, Conference Room B, 225 N. Webster Ave., Norman, OK
08-08-24	4:00PM-5:00PM	Development Center, Conference Room B, 225 N. Webster Ave., Norman, OK
09-12-24	4:00PM-5:00PM	Development Center, Conference Room B, 225 N. Webster Ave., Norman, OK
10-10-24	4:00PM-5:00PM	Development Center, Conference Room B, 225 N. Webster Ave., Norman, OK
11-14-24	4:00PM-5:00PM	Development Center, Conference Room B, 225 N. Webster Ave., Norman, OK
12-12-24	4:00PM-5:00PM	Development Center, Conference Room B, 225 N. Webster Ave., Norman, OK

To be completed by person filing notice:

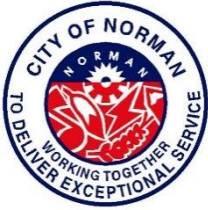
Name: Dannielle Risenhoover
 City of Norman Finance Dept.
 Address: 225 N. Webster Ave.
Norman, OK 73069
 Phone No.: 405-366-5413



Filed in the office of the Municipal Clerk at 4:40 a.m./p.m. on 10-2-23

Signed: *Brenda Hall*
 City Clerk

**Must be filed prior to December 15, 2023*



CITY OF NORMAN, OK
PUBLIC SAFETY OVERSIGHT COMMITTEE
Development Center, Room B, 225 N. Webster, Norman, OK 73069
Thursday, July 13, 2023 at 4:00 PM

MINUTES

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

ROLL CALL

PRESENT

Chairman Linda Price
Committee member Kyle Hurley
Committee member Mark Emerson
Committee member Ann Gallagher

ABSENT

Committee member Gregory Gilkey
Committee member Kenny Orr
Committee member Lea Greenleaf
Committee member Mike Rainer
Committee member Russell Rice

OTHERS

Major Brent Barbour, NPD
Captain Gary Hopcus, NPD
Russell Anderson, Communication Systems Manager
Kim Coffman, Budget Manager
Dannielle Risenhoover, Admin. Tech IV
Bill Scanlon, Citizen

MINUTES

1. Consideration of approval, rejection, amendment and/or postponement of minutes from June 8, 2023

Consideration of approval, rejection, or amendment of the June 8, 2023 minutes was postponed due to the lack of a quorum.

REPORTS

2. Consideration of approval, rejection, amendment and/or postponement of Finance Reports

Kim Coffman gave the report. We were about 1% below the total revenue budget at the end of June and that's because sales tax was about 3% below the budget target. Coffman stated, "I think that's because we were a little too optimistic when we did our projections for this year. We had extra revenue from investments, but it just didn't completely fill that gap. Expenditure wise, for the whole fund, we're about 36% below the total budget because of capital projects. We have a large budget for the Emergency Communications Operations Center (ECOC) that hasn't been spent." About \$1,000,000 for the fire apparatus has not been spent as well.

DISCUSSION ITEMS

3. Monthly Updates - Fire Department

Chair Linda Price relayed the Fire Department update on behalf of Chief Travis King. Council approved the purchase of a mid-mount aerial ladder. This apparatus is in the process of being ordered. It is believed that this purchase of the mid-mount aerial ladder will fulfill the apparatus replacement program. The Fire Department is hoping to start a small academy later this year. Qualified candidates from the last hiring process will be approached for hire and King hopes to have recruits on shift by the end of the year.

Member Hurley suggested that it be on everyone's radar that the Fire Department's budget request for new documentation software was denied. Hurley states, "I would love to see this group support the Fire Department in pursuing that (the purchase of adequate documentation software).

4. Relocation of Fire Station 5 - Committee Discussion

No discussion.

5. Monthly Updates - Police and Dispatch

Captain Gary Hopcus gave the update. The Norman Police Department (NPD) is down 28 fully commissioned officers. Sixteen cadets are in training. An August police academy will include two cadets and Hopcus is hoping that the January 2024 academy will produce 12-15 officers.

Chair Price asked about the recent Oklahoma State Legislative move that provides schools with School Resource Officer (SRO) funding. Major Brent Barbour confirmed that schools are receiving SRO funding, "but it will not pay for an SRO program." It is expected that each school district will receive approximately \$5,000 to \$6,000. Barbour stated that these funds "will probably help the really, really small districts – rural areas, more than it will your urban areas". Norman Public Schools currently pays approximately \$700,000/year for their portion of the total SRO costs. "A brand new officer costs (City of Norman) about \$118,000 - \$120,000 by the time we get them on board, train them, pay their benefits and insurance," Barbour said.

Several NPD events were discussed. The Junior Police Academy concluded on June 16, 2023. Captain Hopcus stated, "It was a successful event. A pretty large group of kids went through this. The officers did a really good job keeping the kids involved and teaching them life skills." Safety Town concluded on June 30 and the Police Athletic League should conclude on July 21.

Upcoming events that NPD is preparing for include:

- Opening day for Norman Public Schools on August 17 - SRO's will be in place several days prior to August 17 to provide security.
- Public Safety Softball Game on September 10 - This is a charity event will take place at Reaves Park and will benefit the Mary Abbott House. The Mary Abbott House provides resources to abused children.
- University of Oklahoma football season
- National Night Out on October 2 – Norman Police officers will host their National Night Out events in the SE parking lot at Sooner Mall. Multiple vendors and emergency vehicles will be on site.

Major Hopcus reported three fatality accidents within the last month. Hopcus stated that speed was a major factor in the fatality accidents. Distractions while driving and unrestrained occupants have also contributed to these fatalities. Another major incident reported was a suspicious package call. Major Barbour stated, "The equipment that was purchased last fall was a significant game changer on this thing. The ability to have robots and tools and have them work the first time, is truly remarkable and made what could have been a really bad situation into a really safe thing for everybody. Great assets and equipment paid off." Major Hopcus also pointed out how NPD drone equipment has helped find missing children who were on the verge of getting injured.

Russell Anderson gave the Dispatch update. To provide greater interoperability during mutual aid responses, City of Norman Dispatch received approval to merge City of Moore onto their emergency radio system. A contract for this merger has been sent to City of Moore for review and approval.

Three Communications Officer I employees have been promoted to Communication Officer III's. These promotions have led to a decrease in overtime pay.

The mobile command post is down due to a planned technology refresh.

Anderson stated that he will be meeting with the University of Oklahoma (OU) about "bringing them onto our CAD system". Anderson states, "If they (OU) take a fire call or medical call on campus, they don't have to transfer it to us; they can actually enter the call into our CAD and we can dispatch it. Where that really benefits us is on football game days. On game days I send two dispatchers down to their command post – one supervisor and one dispatcher and we handle all of the fire and EMS dispatching for the stadium." Anderson is hopeful that this transition will take place by January 1, 2024.

Communications Supervisor Andrea Lewis has been moved to a technology and recruiting roll.

Anderson stated that 911 fees for cell phone and voice over IP phones have doubled. "That's enough to get us 12 to 15 dispatchers. We're going to try to leverage that revenue source," Anderson said.

6. Monthly Updates - Emergency Communications Operations Center (ECOC) Project

Major Brent Barbour gave the report. Eighteen police vehicles were purchased utilizing seizure funds. This helped allow for the replacement of more fleet vehicles using the General Fund.

There are six Bomb Squad teams in the state. It costs approximately \$10,000/year to certify a new Bomb Technician. Receiving Bomb Technician training is a highly technical process that involves several approvals through the federal government. Barbour expects that the City will have a new Bomb Technician trained every year, for the next five years.

Funding has been approved for 15 in-car cameras. These cameras will likely be placed in Norman Police Department fleet vehicles because those are the most used.

Funding has been approved for a TruNarc Analyzer. This device is a portable mystery powder analyzer that helps officers identify these elements at the scene. Barbour stated, "Rather than waiting on the Bomb Squad, the hazardous devices folks, and the National Guard to come in and tell you what it is, you can put a small sample of it on the device immediately, and it will tell you, on the street, what it is."

The Emergency Communications Operations Center (ECOC) foundation will be poured as of July 14 and the building walls are expected to be constructed by August. The five stall, equipment and vehicle storage facility, scheduled and designed as part of the ECOC, is still unfunded. This facility has been designed to house the Command Post which currently sits outside, and is more expensive than the specked \$805,000 storage facility. Barbour stated that contractors have been very clear that it will be cheaper to build the storage facility while they are already on site, building the ECOC. Barbour stated, "I ask that you all would consider that. I know that you making those types of suggestions to the Manager helps him a lot in his effort towards the council and some of those discussions." Chair Price requested that exploring funding for the equipment and vehicle storage facility be added to the next meeting agenda.

7. Establish Topics for the August 10, 2023 Meeting

Chair Price requested that exploring funding for the equipment and vehicle storage facility be added to the next meeting agenda.

The discussion of relocating Fire Station 5 will be added to the next meeting agenda as there was not a quorum for the July 13, 2023 meeting.

MISCELLANEOUS COMMENTS

There was not a quorum for the July 13, 2023 meeting. No votes were taken.

ADJOURNMENT



CITY OF NORMAN, OK
PUBLIC SAFETY OVERSIGHT COMMITTEE
Development Center, Room B, 225 N. Webster, Norman, OK 73069
Thursday, August 10, 2023 at 4:00 PM

MINUTES

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

ROLL CALL

PRESENT

- Chairman Linda Price
- Committee member Kyle Hurley
- Committee member Mark Emerson
- Committee member Ann Gallagher
- Committee member Kenny Orr
- Committee member Lea Greenleaf
- Committee member Russell Rice

ABSENT

- Committee member Gregory Gilkey
- Committee member Mike Rainer

OTHERS

- Major Brent Barbour, NPD
- Major Chad Vincent, NPD
- Chief Travis King, NFD
- Russell Anderson, Communication Systems Manager
- Kim Coffman, Budget Manager
- Jacob Huckabee, Budget Technician
- Dannielle Risenhoover, Admin. Tech IV
- Bill Scanlon, Citizen

Chair Price called the meeting to order at approximately 4:00 PM. She welcomed staff and guests to the meeting.

MINUTES

1. Consideration of Approval, Rejection, Amendment and/or Postponement of Minutes from June 8, 2023

Member Rice made a motion to approve the June 8, 2023 Citizen Public Safety Oversight Committee minutes which was duly seconded by Member Greenleaf. The motion passed unanimously.

Items submitted for the record:

Citizens Public Safety Oversight Committee Minutes from June 8, 2023

REPORTS

2. Consideration of Approval, Rejection, Amendment and/or Postponement of Financial Reports

Jacob Huckabee gave the report. "If you look at the revenue side of things, compared to last year in July, year-to-date, we're doing pretty good, still up from last year," Huckabee said. "On the expenditure side, everything is pretty standard with salaries and benefits." Huckabee highlighted significant supply purchases as being ammunition and fire arms for the Police Department and the new ladder truck and staff vehicle for the Fire Department. Member Greenleaf commented that this is the 4th large ammunition and firearms purchase he has seen in the last year. He questioned where the Police Department is getting their supplies and how much they "are stocking up". Major Brent Barbour replied, "It's not a matter of stocking up, it's a matter of making an order. When we have to order them, they're about 18 to three months to two years out on some of those orders. There's several things that can fall under that (the supply expenditures). Ammunition, of course, is the big bulk of that. Ammunition has sky-rocketed in cost and part of that (expenditure purchase) is annual firearms purchases. There can be a variety of things that pop into that (supply expenditures category). We do not have a big arsenal or spare grouping of weapons." Member Greenleaf said that if Norman Police Department isn't tied to a purchasing contract that he could find the department better rates. Barbour said that he would make the appropriate individual aware of that.

Items submitted for the record:

Finance and Budget Reports

DISCUSSION ITEMS

3. Monthly Updates - Fire Department

Fire Chief Travis King gave the report. He confirmed that the order for the mid-mount aerial ladder truck has been placed and the pre-build meeting for this truck will occur after January 1, 2024. King thinks that this ladder truck could possibly arrive in spring of 2025. Norman Fire Department has two fire engines currently being built. King expects one of these engines to be close to being "in service" before Thanksgiving of 2023 and to have the pre-build on the second engine completed in October 2023. Norman Fire Department is anticipating four to five candidates in their next fire academy. King is hoping to start this academy in late September 2023.

Member Hurley showed concern for future water shortages in Norman. He asked King if he collaborates with the water treatment plant on pump pressure and the drilling of water wells or if addressing predicted water shortage and supply issues falls just on the water treatment plant. King stated, "As far as water pressures go, we leave that up to them strategically. When you're talking new hydrants, those go up for review and we are a part of that process. Obviously we are big supporters of a solid water system. We haven't experienced any issues up to this point. They'll have lines that bust or lines that have issues and we get notified of that and we'll put it into our call notes and we'll bring our own water for those things. They do a great job communicating with us. At this point, I haven't seen something that says, 'O'my gosh, we're in trouble'. Certainly I trust Chris (Mattingly); he does do an outstanding job and if he's saying we're going to have trouble if we don't get something going, then I believe him. Thankfully that rate increase passed and they'll be able to devote some of those funds to upgrading the systems."

4. Relocation of Fire Station 5 - Committee Discussion

Chief King stated, "There will be a public safety study that happens, hopefully, late summer or early fall. We will rely on what that firm tells us. We would hope they will work with Oklahoma Turnpike Authority (OTA) and get some more definitive answers to where the highway is going to be, how we're going to be impacted, where those overpasses are, all of that stuff, and then we can make a better determination on where station five should be located. As you know, that was passed in public safety sales tax version two back in 2015. We've been looking at the Clear Bay area. We think that area would be good based on what we face today out there, but that might change now with this study. We're still on the time frame from 2025 to 2028 before the fund itself is able to address that properly."

5. Monthly Updates - Emergency Communications Operations Center (ECOC) Project

Major Brent Barbour gave the update. Barbour stated that most of the Emergency Communications Operations Center walls are framed out and in the next two to three months there will be a full functioning building. He said, "Everything is coming along fine. I can't say enough about the people making it happen." Barbour encouraged the Committee to go out and view the construction and Chair Price encouraged it as well. "You really should go," Price said. "I was very impressed because you can go to a site and it's just trashed and it gives you a pretty good clue as to the quality of the work going on. This place is spotless. There's not trash anywhere, it's very well organized, the people on site were very happy to talk to us and explain anything we needed to know, and all of the work that I could see was just meticulously done; so, it was really exciting to see. Not only is it finally happening, but it's being done well."

6. Explore Funding for ECOC Equipment and Vehicle Storage Facility - Committee Discussion

Major Barbour gave the presentation. He stated that in the 2017 construction plan for the ECOC, the plan included a vehicle storage building. This facility was removed during a value engineering process in 2019 and returned during the final design when funding for the full scope of the project was provided in 2020. The vehicle storage facility is fully designed and was included as an alternative option in the construction guaranteed maximum price (GMP) bidding process completed earlier this year. Due to significant construction price increases in 2022, this alternate was not able to be funded with currently available resources.

Barbour stated that the proposed approximately 3,300 square foot facility will allow for the safe and secured storage of the City of Norman Emergency Services Command Post, Emergency

Management trailers and mass care equipment, and City outdoor warning system parts and materials. Total assessment of these items today is approximately \$932,000. No alternative facility is currently available. These City resources, which are maintained by both the Norman Fire and Police Departments, are relied upon for use, by the city as a whole, to provide services and resources to Norman residents in critical times of need.

Member Greenleaf asked Kim Coffman, "Do you think we have the funds available if the Committee sent a letter (to Council) to help with that (funding the Vehicle Storage Facility)?" Coffman replied, "It would always help. The Council always appreciates your input and expertise in the subject. It's not going to make money appear, but it will always help." The current, estimated cost to build this facility is \$875,000. If funded in September 2023, the expected completion date of the facility would be July 2024.

Russell Anderson, Communications Systems Manager added that the equipment housed in this facility touches all facets of emergency services, "This is a multi-disciplined mobile command post so we roll out to police and fire scenes and then the trailers are Fire Department and Red Cross trailers."

Member Greenleaf motioned that the Public Safety Oversight Committee send a letter to Norman City Council to request \$875,000 in funding for the vehicle and equipment storage facility to be built during construction of the new ECOC. This motion was duly seconded by Member Gallagher. The motion passed with a vote of 6 to 1 with Member Rice opposing.

7. Establish Topics for the September 10, 2023 Meeting

MISCELLANEOUS COMMENTS

Major Vincent stated that they have 170 commissioned officers. Some of these officers are still in training. The department intends to be fully staffed with 180 officers by January 2024 with the start of a new academy. These cadets should be fully deployable in late fall. School Resource Officers finished a very active summer and are prepared for another school year. General police activity has involved a lot of detective work and fatality collisions. "Every unit from the Police Department is certainly operating at full speed," stated Vincent. Vincent is helping lead the Public Safety Resource Study that is responsible for selecting a firm that will evaluate the City and put together a long-term, strategic plan that "provides a roadmap to where we want to go as a city". "It's a pretty cool public safety concept and I expect good things to come out of that," states Vincent. "I expect, once we get them moving, it's probably a six to nine month process. We hope mid 24 we would have that study back and that's really going to help us identify things we need to do moving forward."

October 2, 2023 is Norman's National Night out. Police officers will be staged at Sooner Mall with community outreach activities.

Member Greenleaf asked Major Vincent what was going on regarding Cleveland County Sherriff Deputies partnering with Norman Police Department's School Resource Officers (SRO's) in Norman Public Schools. Vincent replied, "There is a desire across the city to figure out a solution to: 'How do we get an officer in every school?' I love the concept. Everybody's heart is about the kids and how we can best protect the kids; so, the question from there is how do we do that? I think, from the school perspective, they are looking for other alternatives. The schools are very supportive of the (Norman) police department, they love the (SRO) program, they love the

product, they just want more of it. I think they ended up in discussions with the Sherriff's Department and I think they are working through some type of agreement to where the Sherriff's Department will provide Sherriff's Deputies at every elementary school. As I understand it now, I think they are going to start 8ish (deputies) on day one that are going to start at 4 schools and then roam throughout the rest. Our SRO team met with the schools yesterday to figure out how this works. As of now, we believe, if this plan comes to fruition, that they will really act as a security measure only. As far as the investigations, and the response, and the calls, it will still be the Norman Police Department, but they (Sherriff's Deputies) will be the ones there at the front door to stop any violence. As of now, they won't function like our SRO program."

Per Major Brent Barbour, "The budget request this year for the additional four SRO positions was \$812,000." This request for Fiscal Year 24 funding was denied. Major Vincent, when asked by Chair Price if there was anything they could do as a committee said, "I would love those four (SRO) spots. We voted on them as a community and as I step aside as a parent and as a tax payer - we voted for that. I would love to get those filled. I recognize that they're not cheap but we have officers ready. We can certainly make an impact. How we do that...we've been asking, but a budget's a budget."

Chair Price commented, "I am concerned about the image that will be presented if the Sheriffs go in and they are just security. That is such a different image, it's such a different task, it's so different it worries me that it's going to taint the program we have, which has been really good. I'm really concerned about that."

Vincent said, "I do believe their (Cleveland County Sheriff's Office) hearts are in the right spot, certainly from the Sherriff on down. The execution when it comes down to that first day of school and somebody in the school, how that plays out, we're really interested in seeing how that plays out because it's a different approach." Chair Price asked that Vincent keep the Committee informed as to what goes on.

Russell Anderson stated that dispatch is down three employees. The next hiring date will be around December 1, 2023. Anderson stated that the radio connection between the City of Norman and the State of Oklahoma should be active in the next couple of weeks. Anderson is giving a presentation at the Cleveland County Commissioner's meeting. His goal is to bring Cleveland County onto the City of Norman's radio system. Due to a privatized radio system, the City of Norman cannot communicate with Cedar Country Fire, Slaughterville Fire, or Noble Fire. The City of Little Axe is on the City of Norman's radio system so these two cities can communicate with each other. Dispatch is working on an amendment to their Computer Aided Design (CAD) contract, so they can bring the University of Oklahoma (OU) onto the City's CAD system. This will improve communication ability and help cut down Norman emergency response times to OU. The Mobile Command Post is still undergoing an upgrade. The 911 fees on cell phone bills have doubled. Anderson believes that the City will receive \$40,000 - \$60,000 per month from these charges.

Member Greenleaf asked, "If we didn't have major funding for items, how long would it take us to build up some reserve?" Coffman replied, "The final debt service payment is in fiscal year (FY) 27. Until we pay those bonds off, we're not really going to be building up much of a fund balance. In the budget book fund summary for PSST there is a five year forecast of how the fund is going to look. There are reserves in there that are roughly the same amount of the debt service; that doesn't start to increase until FY 28." The PSST debt service payment is paid bi-annually. The debt service payment for FY 24 is budgeted at \$2.38 million. The debt service payment for FY25 is budged at \$2.384 million. The debt service payment for FY 26 is \$2.392

million and the debt service payment for FY 27 is \$2.398 million. Coffman stated, "We roughly estimate a 2% increase for sales tax each year. I don't know what's going to happen, but we've been able to rely on that the last few years. The last five years, things have gotten a little crazy. That's what we project, but we're not sure if we'll realize that. For FY 23 we projected about \$12.4 million in Sales Tax for the PSST Fund and then another \$1.8 million in Use Tax. In the current fiscal year we're projecting \$12.675 million in Sales Tax and \$1.85 million in Use Tax."

ADJOURNMENT

The meeting adjourned at approximately 5:10 PM.



Linda Price, Chair
Citizens Public Safety Oversight Committee



CITY OF NORMAN, OK
PUBLIC SAFETY OVERSIGHT COMMITTEE
Development Center, Room B, 225 N. Webster, Norman, OK 73069
Thursday, September 14, 2023 at 4:00 PM

MINUTES

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

ROLL CALL

PRESENT

- Chairman Linda Price
- Committee member Kyle Hurley
- Committee member Mark Emerson
- Committee member Ann Gallagher
- Committee member Kenny Orr
- Committee member Greg Gilkey

ABSENT

- Committee member Lea Greenleaf
- Committee member Russell Rice

OTHERS

- Major Chad Vincent, NPD
- Battalion Chief Chad Roney, NFD
- Russell Anderson, Communication Systems Manager
- Kim Coffman, Budget Manager
- Dannielle Risenhoover, Administrative Tech IV
- Bill Scanlon, Citizen

Chair Price called the meeting to order at approximately 4:00 PM. She welcomed staff and guests to the meeting.

MINUTES**1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF MINUTES FROM AUGUST 10, 2023**

Member Hurley made a motion to approve the August 10, 2023 Citizen Public Safety Oversight Committee minutes which was duly seconded by Member Gallagher. The motion passed unanimously.

Items submitted for the record:

Citizens Public Safety Oversight Committee Minutes from August 10, 2023

REPORTS**2. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF FINANCIAL REPORTS**

Kim Coffman reported that Sales Tax has been a little low for the last two months and that it's going to be low again for September. Expenditures were reported as high due to the down payment on the newly ordered ladder truck for the Fire Department. Other expenditures included \$17,000 for police car replacement and a large payment to Crossland Construction for the continued construction of the Emergency Communications Operations Center (ECOC).

Coffman added, "I really don't know what's going on with the Norman Public School's SRO reimbursement. I submitted the schedule that showed what their portion would be, like I do every year, and Brenda Burkett-O'Brian said that the Mayor told her that "that amount would be different." Nobody knows why or any other details on that. The last I heard, the school district's contribution was going to remain the same and if anybody paid the County it was going to be the City somehow, so I don't know what's going on but wanted to give you an update on that." Member Gilkey asked if there were any Federal grants for SRO positions. Russell Anderson replied, "There's a single state grant, but it's for small towns. It's like \$96,000/year so that doesn't even pay for one of our cops with benefits and everything included." Major Vincent and Member Gallagher recalled a previous Council study session where Council indicated that they wanted to speak with Norman Public School administrators about SRO funding. Vincent wondered if this was the hold-up in determining Norman Public School's reimbursement.

There were three payrolls in the month of August.

Items submitted for the record:

Finance and Budget Reports

DISCUSSION ITEMS**3. MONTHLY UPDATES - FIRE DEPARTMENT**

Battalion Chief Chad Roney gave the report. A five person Fire Academy will be starting September 22. A consulting firm has been selected to complete a Public Safety Study. This study is expected to identify what the City of Norman's needs are for fire and police personnel

as well as for police and fire stations. Roney expects the study to be completed in the spring 2024.

Item 8.

4. MONTHLY UPDATES - POLICE AND DISPATCH

Major Chad Vincent gave the report. Vincent stated that they have 166 staff members. This is down from 180 employees. There are currently 20 applicants that have gone through several stages of the hiring process, for the January Police Academy. If fourteen of these applicants make it through the hiring process, staffing numbers will be looking up. "That (hiring at least 14 employees) is a good sign. It's probably the best we've been (as far as filled positions go) for a number of years," Vincent said. It is expected that some officers will retire this year. "We lose between 10 to 12ish (officers) every year. That's just our loss rate," Vincent said. "I know there's still discussion about the last four School Resource Officers (SROs). I don't know what the coming month will bring. We're still hoping that something might work out through Council directing us to bring on those four positions. If that is the case, you all know that takes time. We would need help from a staffing standpoint to bring in additional officers to get some of our internal folks trained up. We can't grab just anyone to go do that (the job of an SRO). I hear the same conversations that you all hear that 'school safety is a top priority.'"

October 2 is Norman's National Night Out. Norman Police Officers will be staged on the south side of Sooner Mall to engage with citizens and provide community outreach activities.

Vincent stated that two Norman Police Officers were responding to a call when another vehicle pulled out in front of them. "That definitely could have been a lot worse than what it is, so we're certainly thankful for that. The car is replaceable, people are not," Vincent said. The officers were both treated for injuries. One of the officers is back to work.

An increased number of Norman Police Officers will be present at more school events. Officers that have some SRO training will fill these rolls. Increased security measures, enforced by school administration, have also gone into effect recently. This includes such things as enforcing a clear bag policy, directing fans to stay on their designated side of the field or court, and requiring young children to be accompanied by an adult.

Russell Anderson, Communication Systems Manager, stated that the Dispatch Department is down five employees. Seven individuals are scheduled for interviews. It is expected that the training for those hired would commence around the end of 2023.

Anderson has scheduled a meeting with the State of Oklahoma and Oklahoma City. He hopes this meeting will lead to better radio communication interoperability between the City of Norman and the State. Anderson is still waiting for the Cleveland County Sheriff's Communications Manager to present a quote to Cleveland County Commissioners. This quote is for the cost of the Sheriff's Department to join the City of Norman's emergency communications system. "They (Cleveland County Sheriff's Department) is in favor of coming onboard with us," Anderson said. Six Cleveland County SRO radios are programmed to connect with the City of Norman's communications system. The remaining Cleveland County SRO radios will be programmed once more radios are received.

City of Moore's SWAT radios are now programmed on the City of Norman radio system. The City of Norman is still working with University of Oklahoma to get them on the City's Computer Aided Design (CAD) system. "So far, it's pretty much green lights across the board; we're just waiting on legal." Anderson said. Member Hurley asked Anderson if he could get the City of

Moore on City of Norman's CAD also. Anderson said, "I would love to. I push hard every time I see them."

Item 8.

5. MONTHLY UPDATES - EMERGENCY COMMUNICATIONS OPERATIONS CENTER (ECOC) PROJECT & VEHICLE STORAGE FACILITY UPDATE

Russell Anderson gave the report. He stated that all walls are up at the ECOC and the contractors are starting to hang steel. The whole building will be tornado proof. There is an upcoming meeting with furniture vendors.

There has been no update from the City Manager or City Council regarding the Public Safety Oversight Committee's letter requesting additional funding for the ECOC vehicle storage facility. "The Council received it, but I don't think they gave Brenda direction to issue a response," Kim Coffman said. Russell Anderson asked if he should talk to Brenda Hall regarding a response to the letter. He was encouraged by the Committee to do so.

Chair Price brought up the need for First Responder software updates. Member Hurley stated, "There is a rule with the State Department of Health that basically says that First Response Agencies do have to have the ability to be able to submit electronic data for tracking purposes and stuff. The problem is they don't have a database set up for that right now so there is no way for them (State Department of Health) to enforce the rule, but at some point they are going to have that set up, so basically, once that goes live Norman Fire will have one of two options. One – they would have to get formal documentation software that would automatically submit that for them or they would have to manual enter every single medical call they go on, to the state and that would be very time consuming. I would recommend going with a documentation software. I know it was put in your budget for this year and it got denied. I think the purpose of this group is basically just to say, that's something that we would want to push for. At this point right now, it's not what I would call time sensitive, but as we start talking about budgets for Fiscal Year 25 we should begin to have that on there."

6. ESTABLISH TOPICS FOR THE OCTOBER 12, 2023 MEETING

Kim Coffman asked that the Annual Report be added to the next meeting agenda and Chair Price asked that the Vehicle Storage Facility Update remain on the agenda for the next meeting.

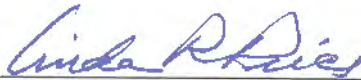
MISCELLANEOUS COMMENTS

Kim Coffman informed the Committee that Mike Rainer is no longer on the Committee. She encouraged Members to send Ward 7 citizens to Brenda Hall if they are interested in becoming a Citizens Public Safety Oversight Committee member.

Member Hurley commented that once the Public Safety Study comes back, he feels like the Citizens Public Safety Oversight Committee might be asked for more recommendations. Citizen Bill Scanlon, who is on the Public Safety Study Committee stated, "We don't expect a magic number from the result of this study. We expect that we'll be provided insight into circumstances that would dictate an increase in fire stations or personnel or whatever. Not a finite, 'We need 28 people on the 4th of July in 2027.' The study will be a guideline for the City Manager and City Council, and in terms of what we do, when we do it, and how we fund it."

ADJOURNMENT

Member Orr made a motion to adjourn the meeting which was duly seconded by Member Gilkey. The motion passed unanimously. The meeting adjourned at approximately 4:40 PM.



Linda Price, Chair
Citizens Public Safety Oversight Committee



CITY OF NORMAN, OK
PUBLIC SAFETY OVERSIGHT COMMITTEE
Development Center, Room B, 225 N. Webster, Norman, OK 73069
Thursday, October 12, 2023 at 4:00 PM

MINUTES

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

ROLL CALL

PRESENT

- Chairman Linda Price
- Committee Member Kyle Hurley
- Committee Member Lea Greenleaf
- Committee Member Mark Emerson
- Committee Member Russell Rice

ABSENT

- Committee Member Kenny Orr
- Committee Member Ann Gallagher

OTHERS

- Jason Smith, NFD Asst. Chief
- Kim Coffman, Budget Manager
- Jacob Huckabaa, Budget Technician
- Dannielle Risenhoover, Administrative Tech. IV
- Bill Scanlon, Citizen
- Major Chad Vincent, NPD
- Carolyn Glover, Communication Officer III
- Council member Michael Nash
- Olivia McCourry, Norman Transcript
- Justin Milner, NPS Asst. Superintendent

Chair Price called the meeting to order at approximately 4:00 PM. She welcomed everyone to the meeting.

MINUTES

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF MINUTES FROM SEPTMEBER 14, 2023

Member Rice motioned to approve the September 14, 2023 Public Safety Oversight Committee minutes which was duly seconded by Member Hurley. The motion passed unanimously.

Items submitted for the record:

Citizens Public Safety Oversight Committee Minutes from September 14, 2023

REPORTS

2. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF MONTHLY FINANCIAL & ANNUAL FINANCIAL REPORT

Kim Coffman gave the report. Coffman stated that year-to-date, "We are almost 7% below our budget projection for sales tax in the Public Sales Safety Tax Fund. Even though we're not quite meeting our budget target for this fiscal year, we're still way above where we've ever been before, so we're doing ok." Coffman stated that there hasn't been any progress on if Norman Public Schools (NPS) Board of Education is going to approve the School Resource Officer (SRO) payment that the City has projected for them to pay for the Fiscal Year 24. "We asked them (NPS) to pay half of the conservative estimate, is that correct?" Member Rice asked. Coffman replied, "We projected the SRO program would cost about \$1.5 million in the current fiscal year and so we project NPS's share, if they paid 50% as they have in the past - which is not a requirement of the MOU, the requirement is just that they pay a share, if they were to pay half - it would be \$766,361 in the current fiscal year."

On the expenditure side, Coffman says the City is still spending conservatively; however, they are still above their expenditure budget target due to the construction progress on the Emergency Communications Operations Center (ECOC) and the down payment that was made on the new aerial ladder for the Fire Department. "That skewed the target a little bit, but everything is still on track," Coffman said. There was a large purchase in the Fleet division in the sum of about \$30,000 for parts, supplies and materials. There was also a \$26,000 purchase in capital equipment for a vehicle lift. In the Fire Department, there was a large expenditure for the replacement of damaged bunker gear and wheels for unit 52. Two debt service payments are paid on the City's bond each year. The first payment of \$1.19 million was paid in September. Sixty-three thousand dollars was also paid for design services for the ECOC project in September.

Member Hurley asked how the City defines capital. Coffman replied, "Those are assets that are usually between \$2,500 and \$10,000 with a useful life of around five years or so; verses, capital projects which are things like a building or a road that is affixed to the earth."

Coffman presented a draft copy of the Public Safety Oversight Committee's Annual Report, offering to make any changes that the Committee saw necessary. Member Greenleaf pointed out bullet point number three under "Major Issues". It was determined that the last sentence should read: "There is no alternative storage facility for these resources." This change was agreed upon by the Committee.

Member Rice motioned to approve the Monthly Financial Report and to approve the Annual Financial Report as amended to include: There is "*no*" alternative storage facility for these resources. The motion was duly seconded by Member Hurley.

Items submitted for the record:
 Monthly Financial Reports
 Annual Financial Report

DISCUSSION ITEMS

3. MONTHLY UPDATES - FIRE DEPARTMENT

Chief Jason Smith gave the update. There is a group of individuals going to the Sutton Fire Engineering manufacturing plant to do a final inspection on the first Sutton engine that the City ordered. While this group is there, they will be going over the specifications for the next Sutton engine that has been ordered.

The contract for the Public Safety Study will go before Council on October 24. If approved, the study could be completed in six to eight months. "I think that (Public Safety Study) is going to have an impact. If we find out how many and where we would need new (fire) stations and have something planned in advance of how we could approach that into the capital budget, to me, that's a real critical factor for both police and fire and, I would think, be really important for the ISO rating too," said Member Price.

Member Rice confirmed with Chief Smith that ISO ratings are what affects the cost of Homeowner's Insurance. Chief Smith stated that a rating of a one is the best rating.

4. STATUS OF NORMAN POLICE DEPARTMENT'S SCHOOL RESOURCE OFFICER (SRO) PROGRAM

Major Chad Vincent gave the update. Vincent stated that, "For the first time today, we got everyone around a table to really discuss, 'What does this (the School Resource Officer Program) look like for our community?'" The City Manager, City Council, Norman's Police Chief, the Cleveland County Sherriff, Norman Public School Superintendent Dr. Nick Migliorino, the Norman Public School Assistant Superintendent Justin Milner and City of Norman Finance personnel were all present. "We did come forward with a

proposal to add the last four (School Resource Officers) to complete the Public Safety Sales Tax (PSST) two," Vincent said. "I think the cool part about it was that every piece of this City cares about students and public safety and that is one thing that we all have been completely unified on and so, at this point, it's really about how do we figure out the money part of it?" As of October 9, 2023, the Sherriff's Department has a deputy in every elementary school. Norman Police Department currently employs eight School Resource Officers (SROs) and one SRO supervisor. The Police Department has an Academy starting in January 2024 with 13 open spots. Vincent said that they could add four more openings to their "application to hire" if the last four SRO positions are approved. He also said that the language in the SRO contract between Norman Public Schools (NPS) and the City of Norman never stated that payment for the SRO program was a 50/50 split. "I think what happens next is up to our community leaders to work through these processes to see what the funding actually looks like," Vincent said.

Justin Milner, NPS Assistant Superintendent, stated, "As far as next steps, I believe Council Member Holman mentioned that he anticipated that the four additional SROs outlined in the PSST would come back to Council for consideration and certainly, he had interest in that." Milner continued, "It's a scary time and we've got to make sure that we've got those protections. We never have said that SROs are the only way. It has always been an approach of layer. We understand that the threat is not just outside, it's inside as well. We have to have multiple layers. It's not just about hardening the structure. It's about having those trained individuals that are amongst our students - interacting with our students in a positive way. I applaud the incredible work that I got to inherit, stepping into this almost seven years ago, and seeing their concerted effort to make sure that we built an SRO program around the key principles and those were articulated in the MOU because we do understand that there were bad situations across our nation as it related to SROs. Just throwing someone in there, untrained and unprepared is not the answer and they knew that going into it. They knew relationships were key to the foundation of which this was built and we've never deviated from it since. Again, we make an ongoing effort to maintain that relationship with students in that protection and we are providing a high quality SRO program. That doesn't just happen. You have to be purposeful in that. I know the effort has been from Norman Police, it's certainly been from the school district in this partnership to ensure that, and now with the Sherriff's office who is not looking to take over, they're just trying to fill a gap while officers are trained and prepared."

Member Hurley asked how other school districts collaborate with their city and county governments to ensure safety at public schools. Miler answered, "They've entered into various agreements with their city/county government body. To my knowledge, I'm not aware of any of them having an SRO at every site, so I think we may be the first at that. Many of them are focused on the secondary sites. They are in relationships similar, as far as payment. It's not always a 50/50." There are no indications right now that there will be increased funding from the State of Oklahoma for SRO services.

Major Vincent stated, "The mental health challenges are off the charts. I can tell you right now, about half of what we do is mental health." According to Vincent, when most people

are in a mental health crisis, they don't get handcuffed. If they are acting as a physical threat to themselves or others, they would likely be handcuffed.

Member Greenleaf asked if the SROs and the Sherriff Department share the same radio frequency. Vincent replied, "We are getting close. I believe the Sherriff has the radios, we just need to program them."

Member Rice asked if the City could hire SROs without giving them vehicles. Vincent replied, "I think you certainly could. I think the other factor though is not having a car out front. That's a pretty big deterrent that would certainly be beneficial. You don't have to have that certainly, and I recognize that it's a big number that's sitting out there for those four. I would discourage going that direction just because a car is like their office." Kim Coffman added, "By the time they retire the Norman police vehicles they have hundreds of thousands of miles on them and they are about to fall apart and then to further complicate the issue of new vehicles, the nine SRO officers we have right now did not get additional vehicles. They're using part of the Police Department vehicle pool. I believe Chief Foster said that they're having to double up in some vehicles because they don't have enough vehicles anymore. I think that's why they're pushing for additional vehicles instead of just going to the pool for these additional officers."

5. MONTHLY UPDATES - POLICE DEPARTMENT

Major Chad Vincent gave the update. Vincent stated that National Night out was a successful event that provided a chance for police officers to interact with the community. The call volume has been "busy" and recently included an incident that required dispatching the Special Weapons and Tactics (SWAT) Team. Vincent says that City of Norman is partnered with the City of Moore and City of Oklahoma City SWAT Teams. All three cities came together on this call that ended peacefully. Out of 167 City of Norman Police Officers, 136 are deployable. Several officers have been getting injured on and off duty and some are on extended military deployments. There will be a police academy starting in June 2024.

7. MONTHLY UPDATES - DISPATCH

Carolyn Glover, Communications Officer III, gave the report. Glover stated that the City of Norman City Clerk's office confirmed that Norman City Council did receive the public safety vehicle storage facility letter that was submitted by the Public Safety Oversight Committee. The Clerk's office also confirmed that Council has not taken any action regarding the letter and they have not requested that it be put on a study session agenda for discussion.

The Communications Department does not have any employees in training at this time. The department has one individual that completed fire dispatch training last week but they're taking a break prior to starting police dispatch training. The department is currently down five employees. Communications Systems Supervisor, Andrea Lewis, has been working on recruiting qualified candidates. She has also been keeping applicants up-to-date on the hiring process. "You all know how long it takes to get someone hired; the

added communication will hopefully keep them (applicants) engaged," Glover said. There are two hiring seminars taking place simultaneously. The first group of applicants will go through a third party background check and the second group of applicants will be assigned to dispatcher background investigators with the goal that five dispatchers can start at the same time.

The University of Oklahoma (OU) has gained approval to join the City of Norman's Computer Aided Design (CAD) system. The University of Oklahoma's legal team and the City of Norman's legal team are currently working through a memorandum of understanding (MOU) for this union. Glover stated, "The target date to go live is January 1, 2024."

City of Norman Communication Systems Manager, Russell Anderson, has been asked to meet with Commissioner Rusty Grissom about consolidating communication systems once the Emergency Communications Operations Center (ECOC) is built. The Cleveland County Sheriff's Office (CCSO) radio expansion to south Cleveland County has been tentatively approved by the commissioners. Per Glover, "The hope is that *Tusa* is granted the contract. *Tusa* was our consultant and they are extremely familiar with our radio system. In the event that we do consolidate, this is a huge step towards interoperability." It is expected that City of Norman will bill CCSO \$10/month for each radio they have tied to the City of Norman. It is also expected that CCSO will construct a site in south Cleveland County to expand the consolidated radio coverage. There has been no official update on the City of Moore joining the City of Norman's radio system. "Rumor has it that both Chief Gibson (Moore Police Department) and Chief Herbster (Moore Fire Department) prefer to join the Norman system over OKC," Glover stated.

8. MONTHLY UPDATES - EMERGENCY COMMUNICATIONS OPERATIONS CENTER (ECOC) PROJECT & VEHICLE STORAGE FACILITY UPDATE

Contractors at the Emergency Communications Operations Center are on schedule to pour the facility's concrete roof this month. Scott Rice Workspace Solutions has been chosen as the facility's furniture vendor.

9. ESTABLISH TOPICS FOR THE NOVEMBER 9, 2023 MEETING

Major Chad Vincent asked that the School Resource Officer (SRO) statistical data be reviewed at the next meeting.

10. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF THE 2024 SCHEDULE OF MEETINGS

Member Rice made a motion to approve the 2024 Schedule of Meetings which was duly seconded by Member Greenleaf. The motion passed unanimously.

Items submitted for the record:

Citizens Public Safety Oversight Committee 2024 Schedule of Meetings

MISCELLANEOUS COMMENTS

There were no miscellaneous comments.

ADJOURNMENT

Member Emmerson made a motion to adjourn the meeting which was duly seconded by Member Rice. The motion passed unanimously. The meeting adjourned at approximately 5:30 PM.



Linda Price, Chair
Citizens Public Safety Oversight Committee



CITY OF NORMAN, OK
PUBLIC SAFETY OVERSIGHT COMMITTEE
Development Center, Room B, 225 N. Webster, Norman, OK 73069
Thursday, November 09, 2023 at 4:00 PM

MINUTES
AMENDED

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

ROLL CALL

PRESENT

- Chairman Linda Price
- Committee Member Kyle Hurley
- Committee Member Lea Greenleaf
- Committee Member Russell Rice
- Committee Member Ann Gallagher
- Committee Member Greg Gilkey

ABSENT

- Committee Member Kenny Orr
- Committee Member Mark Emerson

OTHERS

- Battalion Chief Chad Roney, NFD
- Russell Anderson, Comm. Systems Supervisor
- Kim Coffman, Budget Manager
- Dannielle Risenhoover, Administrative Tech. IV
- Major Chad Vincent, NPD
- Bill Scanlon, Citizen
- Justin Milner, NPS Asst. Superintendent

Chair Price called the meeting to order at approximately 4:10 PM. She welcomed everyone to the meeting.

MINUTES

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF MINUTES FROM OCTOBER 12, 2023

Member Greenleaf moved to approve the October 12, 2023 Public Safety Oversight Committee minutes which was duly seconded by Member Rice. The motion passed unanimously.

Items submitted for the record:

Citizens Public Safety Oversight Committee Minutes from October 12, 2023.

REPORTS

2. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF FINANCIAL REPORTS

Kim Coffman gave the report. As of the end of October, revenue was 6-7% below the budgeted target. Coffman stated, "Sales tax has been down a little bit. Our target for each month is at least \$1.05 million and we've only met that target one of the four months. We're hoping to bring that back throughout the rest of the fiscal year." Coffman continued, "Overall, the expenditures are looking good." The major expenditures for the month of October were for ammunition, continued construction of the Emergency Communications Operations Center (ECOC), and payments for architectural and engineering services to ADG.

Items submitted for the record:

Financial Reports

DISCUSSION & ACTION ITEMS

3. MONTHLY UPDATES - FIRE DEPARTMENT

Battalion Chief Chad Roney gave the report. Roney stated that the official kick-off of the Resource Allocation Study was November 7. Norman Fire Department officials are currently in Ohio completing their final review of Engine One and the "spec out" for Engine Three. Engine One is expected to be in service by the end of 2023.

Member Greenleaf asked why the Public Safety Oversight Committee never sees any debts or request for funds for emergency management. Roney replied that a lot of the emergency management funds come through grants. Kim Coffman added, "Emergency management doesn't have a division within the Public Safety Sales Tax Fund, so that's why you don't see that on your financials. The Fire Department and Public Safety Sales Tax (PSST) Fund is only to fund those 30 firefighters that they added through that ordinance and their materials, supplies and so forth, and then the apparatuses. They (Emergency Management) have their own division in the General Fund. They get sales tax revenue and have budget requests every fiscal year."

4. MONTHLY UPDATES - POLICE DEPARTMENT

Item 8.

a) POLICE DEPARTMENT UPDATES

Major Chad Vincent gave the update. The graduation date for the current Norman Police Academy is tentatively set for December 14, 2023. This academy is expected to graduate 9 or 10 cadets. Norman Police Department (NPD) currently has openings for 14 officers. It appears that the January 2024 Norman Police Academy will have 10 cadets. Vincent said that on November 14, NPD will approach Norman City Council with the request that they appropriate funds for the hiring of the four additional School Resource Officer (SRO) positions that were voter approved thru the PSST 2 mandate. If approved, the authorization to hire these four positions will create an estimated eight vacancies within the police department come January 2024.

Member Rice asked if Norman Public Schools (NPS) are going to pay their share of the costs associated with the SRO positions. Vincent replied, "They're still working that out."

Rice cited a document stating, "The City and NPS agree to jointly fund the School Resource Officer Program," he continued, "and contract law says that 'each responsible party should pay equally.'"

Kim Coffman stated, "That's not the language of the ordinance. The ordinance just says 'cost share'. This has been debated many times, but as long as they're (NPS) paying for any portion of it, that's technically a cost share."

Member Rice stated that he didn't believe that the City should be paying for the cost of providing Norman Police Officers for after school events. Coffman said, "The cost share that we propose to Norman Public Schools each year, does include an average of how much was spent on overtime. Last year, I believe it was just over \$20,000 per officer. They would split that. When Norman Public Schools agrees to pay, which they haven't agreed to pay this fiscal year yet, and we haven't received any payments from them this fiscal year, they are paying for a portion of overtime for those events."

Vincent stated that the call volume continues to pick up and officers continue to stay busy. "Things are really going pretty well," Vincent stated. "Nothing major, nothing super crazy, so all is well."

b) DISPATCH UPDATES

Russell Anderson gave the report. Anderson confirmed that the public safety vehicle storage facility letter endorsed by the Oversight Board was received by the City Council; however, no action or study session has been taken regarding building the vehicle storage facility. Chair Price commented, "I did talk to the Mayor and asked him about it, and asked him to speak with the City Manager about it, and he said he would do that."

Dispatch does not have anyone in training right now and is down six employees. Six applicants have already interviewed and are now in the background check process.

The University of Oklahoma's (OU) legal department has approved OU joining the City of Norman's Computer Aided Design (CAD) system. Anderson said, "This will be a pretty big

undertaking but it will be good for the interoperability. We're trying to get County and we're trying to get Moore on the same system and with our combined SWAT (Special Weapons and Tactics) teams, it only makes sense." There has been no update on Moore coming onto City of Norman's system, but Anderson did speak with Chief Todd Gibson and said it sounds as if Moore is leaning towards joining Norman's system instead of Oklahoma City's.

c) EMERGENCY COMMUNICATIONS OPERATIONS CENTER (ECOC) UPDATES

Russell Anderson gave the report. The concrete shell of the ECOC building is up. Early this month, or by the end of December, curbs should be poured with preparations for pavement work. Windows and doors should be installed by the end of December or early January. Security access controls have been ordered.

Kim Coffman said, "Related to the ECOC, there's going to be an opportunity for project managers to present to the Council the status of the capital projects later on this month. That might be a good opportunity for them to include the need for that storage facility and bring it to the forefront of the Council's attention."

d) STATISTICS ON SCHOOL RESOURCE OFFICER (SRO) PROGRAM

Major Chad Vincent led the review of the statistical data. The data reviewed was for the 2022-2023 school year. There were nine arrests that occurred on school grounds but only six arrests were of Norman Public School students. "I think it's pretty noteworthy that we made six arrests in an entire school year when you have 16,000 students spread amongst 25-ish different sites," Vincent said. "When we talk about data and making arrests, and how we interact with the students and families, we want to mentor, coach, and help; but, at some point, there is an accountability piece. When you're bringing a weapon to school, conspire to commit terrorism, possession of a weapon - some of those are offenses that just need to be taken action on. We have a responsibility for school safety and if you bring a gun to school, there's most likely going to be an arrest made."

A section of the data looked at was classified as "Non-custodial Criminal Charges". This section referred to events where arrests were not made, but charges were filed. There were 42 events listed under this category, some of which included assault and battery on a school employee, child sexual abuse, and possession of controlled dangerous substances. "I go back to the coaching, the mentoring, the loving on students, but we do have an obligation to protect our teachers and our students and these are the instances where we've held people accountable and filed charges on them," Vincent said.

Member Hurley asked, "If I'm pro SRO and I'm having a conversation with someone who is not SRO friendly who says, "You know what? It's a pipeline to prison, they're targeting certain groups," you all (Police Officers) still would have done these exact same things if those SRO's were actually out on the streets, so in-other-words, does this actually keep the kids safe in the schools or are we just talking about the impact reaching out into their home and everything?"

Norman Public School Assistant Superintendent Justin Milner replied, "I think you're right, the crime has happened. It's going to get caught somewhere else, but the fact is that the school is vulnerable. As far as the impact on the schools, I will tell you from conversations with school faculty yesterday, if there wasn't an SRO in their building they wouldn't be there. And they're

very honest. They would not feel safe otherwise - to be either an administrator, a teacher or any support staff. That's the world we're living in. It's a challenge to find teaching staff as it is, but again, when we can't help them feel safe in that environment because of what we're listing here...these offenses are scary and they're damn sure scary for teachers who feel very vulnerable right now for so many reasons, but one - their own safety. The children in the following pages, the bulk of this, when you talk about kids in protective custody situations, these are kids that have exceeded the capacity of our school counselors. They are at such an escalated stage that they're about to harm themselves or others - or they've been harmed. That's the other thing, they didn't get sexually abused at school, but they came to our school sexually abused. They notified an adult and we took action on it and we engaged law enforcement and DHS as we should, according to the law, to protect that child further from any reoccurring abuse we pray. Not to be overly dramatic, and if anyone knows me, I'm not one to be dramatic, but I'm going to be a straight shooter with you - I look at that list and those "protective custodies" and the super majority I look at as potential fatalities. I don't know how you measure that, but I will tell you that - if unresolved, I see that kid taking someone's life or their own. We have to do everything possible, within our control, and we still won't save them all, but it won't be for lack of trying, but we've got to continue to make that commitment. We understand our responsibility and we've been hardening the structures, but even that can be penetrated. The other issue is - the threat is not always on the outside. We've seen unfortunate situations in our country where the threat was within the walls. We've put a number of things in place to try and minimize that impact. Having an SRO in that building, building relationships and connecting with kids, and making kids feel like they can reach out, in addition to other tip lines that we put in place, in coordination with NPD and the City of Norman, I believe all that together helps us add a layer of safety that without them (SRO's) you could never achieve."

Member Greenleaf said, "The one thing that I think all of us understand is that we all represent different wards. I, for one, do not want anyone to call me and ask, 'Why didn't you have protection in the schools?' I want to have kids protected. I don't want to be like so many other places in the country where people didn't go in and do their job or nobody was there to do the job. So, yah, I'm going to continue to fight for it."

Major Vincent covered the next section of the data that covered Municipal Court tickets. "The Municipal Court has a program directed at kids that really helps to come along side of them, loves on them, gives them resources. They don't want anything to be on anybody's permanent record and typically, they tell me, about half of these types of charges get dismissed, but what happens on 100% of the cases is parents get to figure out how to be better parents, the students get a chance to get connected," Vincent said. "This is another opportunity for our kids to get some assistance, some extra love from the City of Norman through our Municipal Court system."

Citizen, Bill Scanlon who has been involved with the Municipal Court system for the last six years added, "I see these dockets. Most of the stuff that comes before the court is not from SROs. They're not."

Vincent drew attention to the last data block that referred to crisis intervention/mental health. This included the bulk of the incidents with 144 line items. "Sixty-nine of these line items come from crisis intervention. Crisis intervention is also what we call protective custody. This is when the person is at the point where they are an immediate threat to themselves or others. This application, candidly, is when kids are at the end of their rope or ready to kill themselves or somebody else - usually this is themselves." Vincent said. "This is the most challenging block

(of data) for me to really articulate. These are the cases of 'I want to die.' That's when our SROs get a chance to come along side these kiddos, really when they're at their lowest point of their lives and they get a chance to walk through a process with them. They get them plugged into resources, they do whatever it takes to help get that kid in a better spot. Most times this is taken to an outside facility, typically to our juvenile intervention type, mental health partners in the City. Most times they are not put in handcuffs. When they are put in handcuffs, it's when a safety issue is present. Most of the time what you'll see is kids getting in a car and then the officer or parents go and get that kid in front of a counselor who can provide immediate, in-depth care for the kid. The other challenging part is you look at the age. This is what's really tough. You've got six, seven, and nine year olds."

Justin Milner added, "When I started (working for NPS) we would talk about suicides and suicidal ideation and we were often times talking about high school students only, when I got here 20 years ago. That has come down to talking about pre-K, Kindergarten aged students. Four, five and six (year olds) having suicidal ideation. That's not a teacher making that determination. That's a mental health provider making that determination. It's an epidemic."

Vincent concluded with, "About half of what our school resource officers do is directly related to mental health."

Items for the record:
SRO Program Statistical Data

4. ESTABLISH TOPICS FOR THE DECEMBER 14, 2023 MEETING

Chair Price asked that an update regarding Council's decision on allocating funds for four additional SRO officers be put on the December 14th agenda.

MISCELLANEOUS COMMENTS

None.

ADJOURNMENT

Member Rice made a motion to adjourn the meeting which was duly seconded by Member Gilkey. The motion passed unanimously.

Linda Price, Chair
Citizens Public Safety Oversight Committee



CITY OF NORMAN, OK
PUBLIC SAFETY OVERSIGHT COMMITTEE
Development Center, Room B, 225 N. Webster, Norman, OK 73069
Thursday, December 14, 2023 at 4:00 PM

MINUTES

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 contact the ADA Technician at 405-366-5446, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.

ROLL CALL

PRESENT

- Chairman Linda Price
- Committee Member Kenny Orr
- Committee Member Lea Greenleaf
- Committee Member Mark Emerson
- Committee Member Russell Rice
- Committee Member Ann Gallagher

ABSENT

- Committee Member Kyle Hurley
- Committee Member Greg Gilkey

OTHERS

- Russell Anderson, Comm. Systems Supervisor
- Kim Coffman, Budget Manager
- Dannielle Risenhoover, Administrative Tech. IV
- Jacob Huckabaa, Budget Technician
- Major Chad Vincent, NPD
- Major Brent Barbour, NPD
- Bill Scanlon, Citizen
- David Grizzle, Emergency Management Coordinator

Chair Price called the meeting to order at approximately 4:00 PM. She welcomed everyone to the meeting.

MINUTES

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF MINUTES FROM NOVEMBER 9, 2023

Member Greenleaf moved to approve the November 9, 2023 Public Safety Oversight Committee minutes as amended with the correction "Member *Greenleaf* moved to approve the October 12, 2023 Public Safety Oversight Committee minutes" rather than "Member *Lee* moved to approve the Public Safety Oversight Committee minutes." This was duly seconded by Member Rice. The motion passed unanimously.

Items submitted for the record:

Citizens Public Safety Oversight Committee Minutes from November 9, 2023.

REPORTS

2. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF FINANCIAL REPORTS

Kim Coffman gave the report. Revenues are approximately 6% behind the budgeted target. Coffman states that this is because the City's monthly sales tax has been below its target for 5 out of 6 months this fiscal year. The monthly target that is budgeted is approximately \$1.05 million. The only month to meet this target, this fiscal year, was October. There have been no reimbursements, this fiscal year, from Norman Public Schools for the School Resource Officer Program.

Items submitted for the record:

Financial Reports

DISCUSSION & ACTION ITEMS

3. MONTHLY UPDATES

a) FIRE DEPARTMENT UPDATES

Russel Anderson gave the Fire Department update. Five firefighter cadets graduated today, December 14. A new fire engine went into service on December 12. It is housed at Station One. According to Anderson's report, the unit appears to be well built and has room for a lot of tools, equipment, and personnel. Engine Three is currently being built and the mid-mount aerial ladder will be pre-built in January 2024. It is expected that the mid-mount aerial ladder will take two years to build.

b) POLICE DEPARTMENT UPDATES

Major Chad Vincent gave the report. With the approval of four additional School Resource Officers (SROs), the Norman Police Department now consists of 184 commissioned positions. Vincent states that the police department activity "overall is still active". "There are a lot of calls. We're still struggling a bit with patrol staffing. From a numbers standpoint our numbers are at

184 (employable positions) and we have 165 (filled positions)," Vincent said. "We're still hoping that in 2024, with two academies, that we can get close to being back up to fully staffed."

Norman Police Department will be spending the next several weeks focusing on some downtown projects as well as next year's budget.

Member Greenleaf asked how officer duties at Norman Public Schools will sync between the City's SROs and the Cleveland County Deputies. Vincent replied, "They (Cleveland County Deputies), being at the schools, are there to step in for any kind of immediate safety threats or challenges or anything super minor - they'll take care of that too. If it gets to be anything else, where a report needs to be taken, we'll come out for that because we don't want to miss out on anything that might require an investigation."

Greenleaf said, "Essentially they're a threat deterrent."

Vincent replied, "Very much - school safety is their primary responsibility."

Russell Anderson added, "We've got six radios programmed out so they can talk to us."

At this time, it has not been determined what schools the four additional SROs will be placed at.

The Norman Police Department's Chili Supper will be held January 25, 2024.

c) ADDITIONAL SCHOOL RESOURCE OFFICER ALLOCATION OF FUNDS UPDATE

November 2023, Norman City Council approved the hiring of four additional School Resource Officers which fully implements the PSST II staffing plan.

d) DISPATCH UPDATES

Russell Anderson gave the report. The mobile command post is still being upgraded. Anderson is hopeful that the mobile command post will be finished for the City's spring events, such as the Medieval Fair and Music Fest.

Dispatch is down seven employees. Anderson does have six applicants that he hopes to start in a January academy.

Anderson states that there has not been any progress with the Inter Radio Frequency Subsystem Interface (ISSI) and the State of Oklahoma.

The University of Oklahoma (OU) has signed the contract authorizing them to join the City of Norman's computer-aided design (CAD) system. The City of Norman is responsible for training OU's police department and dispatchers on this system. "Having that interoperability, at the technology level, gives us an extra person in the game," Anderson said. "It sounds like Moore will be coming on board with us; they're just waiting for this fiscal cycle to get going. We will be charging them \$10 per radio."

Anderson plans to ask for funding for the ECOC storage facility in his budget proposal for the new fiscal year.

e) EMERGENCY COMMUNICATIONS OPERATIONS CENTER (ECOC) UPDATES

Major Brent Barbour gave the update. The Emergency Communications Operations Center (ECOC) is on target to be completed July 2024. The only construction cause for concern at this time is the supply chain issues surrounding HVAC systems. "Our orders were placed the moment they could be, so we hope to get ahead of that (HVAC supply chain delays)," Barbour stated. "The only other piece that will be critical on timing are some technology pieces."

Barbour said the request is still pending for funding of the ECOC storage facility. "The dream obviously is to get it done while we have the team there. They told us again this morning, that it's way cheaper to do it now at our current bid. If we have to go back out and rebid it, especially in today's market with the inflation, it is not going to be cheap." Barbour echoed Anderson in that the request for this facility will be listed in the budget proposal.

Barbour stated that the City will soon start receiving the new sales tax funds from the Association of Central Oklahoma Governments (ACOG). These funds are envisioned to be used for staffing shortages in the Dispatch Department.

The ECOC budget lacks approximately \$120,000 that is needed for technology and infrastructure. Kim Coffman reported that there are options for obtaining these funds. "We found a couple options. One would require a Council agenda item to transfer capital project funds and another one would not," Coffman said. If necessary, Barbour will follow up with Coffman regarding this, after speaking with the police chief.

Chair Price asked if there were any questions, of which David Grizzle, Emergency Management Director stated he had a comment more so than a question. Grizzle told the Committee, "I keep getting told that there is no funding for the EOC side, no funding for the radio side, no funding for this, no funding for that; so, either I'm doing the process wrong and my requests through my leadership, through the budget committee or on and on, somehow that process is not getting to this committee. I live in a different radio world. Public Safety Sales Tax ordinance talks about replacement of the City's radio systems with a plural. There's more radio systems used in emergency operations than the EF Johnson System or the Harris System. I live in a completely different world. It has a lot of different radios. We need a tower, we need antennas. We've had a lot of conversations about this, back-and-forth, back-and-forth. The simple thing that was brought to the attention about we need to plant the base to the antenna tower that goes outside during the construction phase - it's a lot simpler, faster and cheaper than it is to wait until later on, so we go back-and-forth. Russell (Anderson) and I have had some great conversations about what needs to happen about pre-laying the wire. Somehow we need to make it understood that there are other radio systems than the Harris System. There are other needs in communications than just on the dispatch side. I got a call two Fridays ago and I was told that they want to know how come I had never submitted anything for IT (information technology) requests for the new EOC, how come I never submitted anything for radios for the new EOC. Again, we've had great conversations Russell, and I think we've got this stuff coming and the big windows and the TV's and the great systems we talk about and then I get asked how come I've never submitted anything. So I'm asking for help here. In the public, that I deal with, there is still a perception that emergency management is not authorized funding under the PSST. It says so, clearly, in the ordinance, that we are. Second thing is - is the process. If I'm doing something wrong, specifically for the EOC side of the equipment sustain that is needed in there, that is different from what they use in the dispatch side - there's a disconnect here. I just wanted to come where the cow ate the cabbage and say, Houston, we need to narrow this down because, I promise you, if I open the door up on day one and I have to bore a hole through somebody's wall, somebody's gonna get mad about it, but I'm gonna bore the hole. I don't know what processes need changed or what information needs to change coming to the Committee or if I

need to put a different number on a form, I'm more than happy to do it. I'm just saying somewhere whether it's internal to the city departments or internal to the department head or internal to the division supervisors - the information ain't flow'n. It's that simple - or my budget requests are not getting submitted for me for some reason. Now I'm assured on my side of the world that they all go to the Budget Committee. All of my requests, I've been told, had to go to the Budget Committee because there's no money in PSST."

Member Greenleaf stated, "In the plan where it shows everything that our committee is responsible for in section 13, it clearly says "enhance emergency management capabilities" but we've never had anything on emergency management."

Fire Chief Travis King was identified in the meeting as being the Emergency Manager for the City of Norman.

Chair Price stated, "I appreciate your comments David. This committee doesn't handle that end of it. It's good for us to be informed about it, but we don't do the technical work on all the numbers and the budgeting processes or any of that."

Kim Coffman stated, "There's a couple mechanisms for your request to be funded for the ECOC specifically. One would be through the project manager, which might be Brent (Barbour), and then he would include your items in the ECOC budget. The other would be through a capital or operating process which would primarily be through your chief or Travis (King). He would approve the request for the annual budget process to be funded through PSST and that's how he would submit it to me and then the Management Team would rank them and approve them that way. The Public Safety Sales Tax has been upside down for the last few years. Last year is the first year that they actually had a positive fund balance and that \$2 million that was in the fund balance was used to buy the apparatus unit that wasn't approved initially."

3. ESTABLISH TOPICS FOR THE JANUARY 11, 2024 MEETING

Topics for the January 11, 2024 meeting will remain the same.

MISCELLANEOUS COMMENTS

Member Greenleaf commented, "Without the interoperability of this system, if it's not talking to the state or not talking to the other people, then it's a problem. Working on interoperability agreements and keeping those up-to-date and getting new ones as other people come on-line, is the key to everything."

Major Barbour stated that a lot of the interoperability issues are related to other agencies not being able to or not choosing to buy the infrastructure necessary to join encryption. "For daily operation that encryption is critical for the safety of our community and our responders. It's a struggle that those other agencies have," said Barbour.

Russell Anderson said, "The County is trying to order 18 radios that will be programmed onto our system for those four SROs (School Resource Officers) and our south metro SWAT (Special Weapons and Tactics) Team."

ADJOURNMENT

Member Rice made a motion to adjourn the meeting which was duly seconded by Member Gallagher. The motion passed unanimously.



Linda Price, Chair
Citizens Public Safety Oversight Committee



CITY OF NORMAN, OK
PUBLIC SAFETY OVERSIGHT COMMITTEE MEETING
 Development Center, Room B, 225 N. Webster Ave., Norman, OK 73069
 Thursday, January 11, 2024 at 4:00 PM

MINUTES

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 contact the ADA Technician at 405-366-5446, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.

ROLL CALL

PRESENT

Chairman Linda Price
 Committee Member Kenny Orr
 Committee Member Kyle Hurley
 Committee Member Mark Emerson
 Committee Member Russell Rice
 Committee Member Ann Gallagher
 Committee Member Greg Gilkey

ABSENT

Committee Member Lea Greenleaf

OTHERS

Andrea Lewis, Comm. Systems Supervisor
 Kim Coffman, Budget Manager
 Dannielle Risenhoover, Administrative Tech. IV
 Jacob Huckabaa, Budget Technician
 Major Chad Vincent, NPD
 Major Brent Barbour, NPD
 Battalion Chief Chad Roney, NFD
 Bill Scanlon, Citizen

Chair Price called the meeting to order at approximately 4:00 PM. She welcomed everyone to the meeting.

MINUTES

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF MINUTES FROM DECEMBER 14, 2023

Member Gallagher moved to approve the December 14, 2023 Public Safety Oversight Committee minutes which was duly seconded by Member Gilkey. The motion passed unanimously.

Items submitted for the record:
Citizens Public Safety Oversight Committee Minutes from December 14, 2023.

REPORTS

2. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF FINANCIAL REPORTS

Kim Coffman gave the report. Revenues are approximately 6% below the budgeted target. Coffman attributes this to sales tax being about 5% behind and the City not receiving any of the Norman Public School (NPS) reimbursements for the School Resource Officer Program. Expenditure wise, the City had two payrolls in the month of December and departments are operating below budget. Coffman stated, "There were no major expenditures."

Items submitted for the record:
Financial Reports

DISCUSSION & ACTION ITEMS

3. MONTHLY UPDATES
a) FIRE DEPARTMENT UPDATES

Battalion Chief Chad Roney gave the report. Engine One, the newest in the fleet, has been in service for over a month. It is the City's first Sutphen built engine. Roney has been impressed with Engine One's build out and believes Sutphen to be a good company to utilize. Engine Three and the mid-mount aerial ladder are currently being built. It is expected that the mid-mount aerial ladder will take two years to build. Roney stated that on average, a fire apparatus lasts ten years and when replacement parts are needed, the City will scavenge parts from out of service units.

b) POLICE DEPARTMENT UPDATES

Major Chad Vincent gave the report. January 25 is the Police and Fire Chili Supper at Norman High School. The cost is \$8.00 per ticket and this is open to the public. Norman Police Department consists of 184 commissioned positions with 164 of those positions being filled. The next police academy starts January 26, 2024. Once the cadets graduate, Vincent believes the Police Department will be approximately 10 officers short of being fully staffed. This will allow veteran police officers to be placed in the four new School Resource Officer (SRO) positions. Final selections still need to be made on who will fill the new SRO positions. The candidates up for selection have all had "field time" and additional training.

c) DISPATCH UPDATES

Communications Systems Supervisor Andrea Lewis gave the report. Lewis stated that a lot of progress has been made on upgrading the mobile command post but the work is not yet complete.

There are four newly hired employees starting the Dispatch Academy in January. They are expected to complete the academy by March 8, 2024. This leaves four dispatch positions open. The City is already organizing an academy for these vacancies. "We are actually looking at purchasing A.I. (artificial intelligence) simulation for 911 calls. We had a demo last week and it was really neat. We're hopeful that that whole last week (of training) will all be simulation so when they get on the floor there's less of a learning curve, less hesitation on the phone," Lewis said.

City of Norman is still working on programming radios with City of Moore Special Weapons and Tactics (SWAT) and the Cleveland County Sheriff's Department. The City of Norman also continues to work with the University of Oklahoma (OU) in joining the City's computer-aided design (CAD) system. The University of Oklahoma has signed the contract for this merger and the push is to have the system live in March. City of Norman employees will train OU employees on the CAD system.

d) EMERGENCY COMMUNICATIONS OPERATIONS CENTER (ECOC) UPDATES

Major Brent Barbour gave the report. The Emergency Communications Operations Center (ECOC) is expected to be completed in July 2024. This date is hinging on the availability of HVAC, specialized doors, windows, and technology products. The construction of the additional ECOC storage facility is not included in this completion date. Barbour stated that the request for funding of the ECOC storage facility will be listed in the police budget proposal for fiscal year 2025, as the request for funding hasn't gained traction with City Council.

Barbour highlighted some emergency response goals as well as his concern for the forecasted, below zero, temperatures. Member Emerson asked if there was a number on the homeless population in Norman. Member Rice stated, "It is somewhere between three and five (hundred). It's very hard to gauge. We don't do much work on the west side of town, past the highway and there's a lot of folks over there these days - a lot more than there used to be. So we don't know exactly."

4. ESTABLISH TOPICS FOR THE February 8, 2024 MEETING

MISCELLANEOUS COMMENTS

Member Hurley asked, "When is the Public Safety Survey supposed to be done?"

Major Vincent replied, "They are all the way through the data collection part. They're weighing the numbers at this point. They've just locked down some comparison cities that they're going to benchmark us against and after that, I think you'll see the more visible pieces of the survey. They're still saying May-ish, maybe June."

"I ask that just because I think one of the things that this committee probably needs to prepare ourselves for is, depending on the recommendations, I feel like we probably need to start preparing ourselves for the possibility of a PSST three conversation occurring. There's not money in the general fund to cover all the new on-going positions and stuff," Hurley stated.

Citizen Scanlon commented, "It's not just man power or staffing. There are facilities and equipment that are a part of this too. A new fire station for example, drives staffing. There are a lot of moving parts to this." Item 8.

Hurley said, "The one thing I'm kinda curious about is the 0.125% (sales tax) that goes to the county. My understanding from Anthony (City of Norman Director of Finance) is that there isn't any other city entity that is using sales tax to pay the county for something. I'd be curious to know what the county is doing with that 0.125% because if that could roll somehow into a PSST three then it's not raising anybody's sales tax dollars."

Kim Coffman replied, "It's for the jail."

Major Vincent said, "You bring up a good point. For the first time, in a long time, I think public safety is going to get benchmarked against really intentional communities as we pivot and move forward as a city; from the SEC discussions, economic growth, transportation changes that may or may not happen here, as we look at the cities that are similar to who we are and where we are going - the numbers definitely look different. Less fire stations, less fire fighters, less police officers, so, to your point, public safety's going to have to be a discussion and how to pay for it."

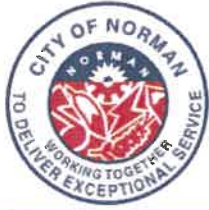
ADJOURNMENT

Member Gallagher made a motion to adjourn the meeting which was duly seconded by Member Rice. The motion passed unanimously.



Linda Price, Chair

Citizens Public Safety Oversight Committee



CITY OF NORMAN, OK
PUBLIC SAFETY OVERSIGHT COMMITTEE MEETING
Development Center, Room B, 225 N. Webster, Norman, OK 73069
Thursday, February 08, 2024 at 4:00 PM

MINUTES

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 contact the ADA Technician at 405-366-5446, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.

ROLL CALL

PRESENT

- Chairman Linda Price
- Committee Member Kenny Orr
- Committee Member Kyle Hurley
- Committee Member Lea Greenleaf
- Committee Member Mark Emerson
- Committee Member Russell Rice
- Committee Member Ann Gallagher
- Committee Member Greg Gilkey

OTHERS

- Major Brent Barbour, NPD
- Russell Anderson, Comm. Systems Manager
- Kim Coffman, Budget Manager
- Dannielle Risenhoover, Administrative Tech. IV
- Jacob Huckabaa, Budget Technician
- Chris Snider, Citizen
- Bill Scanlon, Citizen

Chair Price called the meeting to order at approximately 4:00 PM. She welcomed everyone to the meeting.

MINUTES

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF MINUTES FROM JANUARY 11, 2024

Member Greenleaf moved to approve the January 11, 2024 Public Safety Oversight Committee minutes which was duly seconded by Member Gallagher. The motion passed unanimously.

Items submitted for the record:

Citizens Public Safety Oversight Committee Minutes from January 11, 2024.

REPORTS

2. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF FINANCIAL REPORTS

Kim Coffman gave the report. Coffman stated that the City has not received a payment from Norman Public Schools (NPS) for their cost share of the School Resource Officer (SRO) Program. The Public Safety Sales Tax Fund is approximately 5% below the budgeted revenue target. Coffman attributes this to not receiving the NPS reimbursement and sales tax lagging. Coffman said, "I did send an invoice to their (NPS's) CFO on January 18 for the first and second quarters. Anthony (Francisco) wanted me to send an invoice for the full \$766,000 because that was the figure that had science behind it. The estimate we gave them for the current year was \$664,000 and when we closed the fiscal year, the SRO costs wound up being \$774,000. They (NPS) saved a little bit of money then, but because of that, our costs this year were estimated at \$766,361." The \$766,361 that the School District is being billed for this fiscal year is only half of the SRO program's estimated cost. It is estimated that the SRO program will cost about \$1,532,721 this fiscal year with salaries, overtime, training, tech costs, maintenance and supplies for their vehicles, and overhead. This estimate does not include the expenses from the four additional SROs that were recently added.

Expenditures are still conservative. The Public Safety Sales Tax Fund is about 3% behind the budgeted target. There were three payrolls in January.

The Fiscal Year 2025 budget request deadline was January 31. The Mayor requested that 14 additional SROs be requested out of the Public Safety Sales Tax Fund. The request accounts for one SRO Lieutenant, 13 SROs, equipment, uniforms, and 14 vehicles. This has an initial cost of around \$3 million. The salaries for these 14 positions are currently estimated at \$1.35 million/annually. Coffman stated, "I think we'll probably need maybe a subsidy of two or \$300,000 without these SRO officers being approved. If they are approved, even though they'll be paid for from the PSST Fund, the General Fund will probably be paying the bulk of those officers through a subsidy."

Emergency Management has requested 16 radios estimated at \$121,000 for new job functions at the Emergency Communications Operations Center (ECOC) and \$24,000 in radio equipment for the ECOC to provide multiple frequencies that expand radio signals to different organizations and mutual aid partners. There is also a base budget increase request of \$3,600 from the Communications Department for uniforms.

DISCUSSION ITEMS

3. MONTHLY UPDATES

a) FIRE DEPARTMENT UPDATES

There were no Fire Department updates.

b) POLICE DEPARTMENT UPDATES

Major Brent Barbour gave the report. Barbour stated that the chili cook-off fund raiser was a success. All left over chili was donated to local homeless facilities.

The current police academy has 9 cadets. There are 11 officers in field training. Field training should be completed in early April. "We have a significant amount of applicants for our August academy," Barbour said. "We're hoping for that, 10 to 15, magical number in our August academy. We don't have a lot of vacancies anticipated. We usually lose ten a year. I would bet, being pretty realistic, we're closer to about five."

An updated contract from the Fraternal Order of Police was signed last week. "Usually this is a recruiting tool, but I will tell you that this is a retention tool," Barbour said. "It had a cost of living and step increase like normal, but what it did is add in the longevity that we haven't had - which matches up to Oklahoma City and Moore; so, that brings our pay more in line with Oklahoma City. It leaves Edmond and Moore still on an island of their own, but it really makes us much more competitive especially for those who are looking at leaving. Our retirement is based on our last 30 months of service. It helps give people a reason to stay."

Barbour stated that a capitol budget request is anticipated so minimal construction changes can be made to the old Municipal Court and Dispatch spaces. The goal is for NPD to utilize these spaces based on the Public Safety Study recommendations.

The Norman Citizens Police Academy applications are due at the end of February.

The county wide public safety banquet that is usually sponsored through Crime Stoppers will not take place this year due to funding issues.

New police body cameras were purchased this year. Almost all officers have a specific camera assigned to them with camera battery life no longer appearing to be an issue. There is a FY 25 budget request for 50 additional body cameras. These will be accessible to officers who aren't in the field all the time and for new officers hired by the department.

c) DISPATCH UPDATES

Russell Anderson gave the report. The mobile command post continues to be upgraded. The contractor is currently configuring the unit's network.

Dispatch has four employees in their academy, two individuals going through background checks and two positions vacant. Artificial intelligence software has been purchased for use in the academy. This software simulates 911 calls for training purposes.

Dispatch has programmed five more radios to provide interoperability between the City of Norman and the Cleveland County Sherriff's Office. Item 8.

The University of Oklahoma has joined the City of Norman's computer-aided design (CAD) system. This merger is set to go live on April 1st.

d) EMERGENCY COMMUNICATIONS OPERATIONS CENTER (ECOC) UPDATES

The Emergency Communications Operations Center (ECOC) has drywall up and furniture decisions are being finalized. There are no significant delays anticipated in the continued construction of the facility.

"A budget request will be coming through for (construction of) the storage facility (at the ECOC)," Barbour said. "The number (bid) right now is \$875,000. We are really optimistic that it will be taken care of."

Discussions have started regarding scheduling a ribbon cutting ceremony for the ECOC.

3. ESTABLISH TOPICS FOR THE MARCH 14, 2024 MEETING

Member Greenleaf stated that he liked Member Hurley's idea, from the last meeting, of the Committee preparing itself for the possibility of a PSST 3 Fund. The Committee consensus was that they wait until the Public Safety Study is completed to address this.

MISCELLANEOUS COMMENTS

Kim Coffman explained the remediation that has been taking place in the foyer of the Development Center.

Major Barbour clarified that the Cleveland County Sherriff's Office has committed to providing on-site officers at Norman's public elementary schools through the end of the 2023-2024 school year. If Council approves the additional 14 SRO positions requested by the Mayor, Barbour said these positions would have to be phased in, "We don't take new people from the street. We pull from patrol or other areas of the agency, so it would take a few years to ramp up if we can hire them." As far as Kim Coffman is aware, NPS has not been paying the Cleveland County Sherriff's Office for their SRO services this school year.

Member Greenleaf stated that a bill has been proposed in the Oklahoma State Legislature that would approve SRO positions being filled by retired police officers.

ADJOURNMENT

Member Rice made a motion to adjourn the meeting which was duly seconded by Member Hurley. The motion passed unanimously.



Linda Price, Chair
Citizens Public Safety Oversight Committee



CITY OF NORMAN, OK
PUBLIC SAFETY OVERSIGHT COMMITTEE MEETING
 Development Center, Room B, 225 N. Webster Ave., Norman, OK 73069
 Thursday, March 14, 2024 at 4:00 PM

MINUTES

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 contact the ADA Technician at 405-366-5424, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.

ROLL CALL

PRESENT

Chairman Linda Price
 Committee member Kenny Orr
 Committee member Kyle Hurley
 Committee member Lea Greenleaf
 Committee member Mark Emerson
 Committee member Ann Gallagher
 Committee member Greg Gilkey

ABSENT

Committee member Russell Rice

OTHERS

Major Brent Barbour, NPD
 Battalion Chief Chad Roney, NFD
 Russell Anderson, Comm. Systems Manager
 Kim Coffman, Budget Manager
 Jacob Huckabaa, Budget Technician
 Bill Scanlon, Citizen
 David Grizzle, NFD

Chair Price called the meeting to order at approximately 4:00 PM. She welcomed everyone to the meeting.

MINUTES

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF MINUTES FROM FEBRUARY 8, 2024

Member Orr moved to approve the February 8, 2024 Public Safety Oversight Committee minutes which was duly seconded by Member Greenleaf. The motion passed unanimously.

Items submitted for the record:

Citizens Public Safety Oversight Committee Minutes from February 8, 2024.

REPORTS

2. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF FINANCIAL REPORTS

Kim Coffman gave the report. She stated that the City is currently about 4% or \$425,000 below their revenue target budget as of the end of February. The School Resource Officer (SRO) reimbursements for services provided to Norman Public Schools have still not been received. "I sent the school district an invoice for the first two quarters back in January. I've been waiting for direction. I believe the only issue there is that I was told to bill for the full amount that was estimated and the school district has verbally committed to paying less than that or \$700,000. I think that's the snag," Coffman said. According to the City of Norman Police Chief, collection of these payments have been left up to the City's Finance Director and City Manager. The City has received some surplus in use tax. This is making up for some of the gap in the missing SRO reimbursements.

There were two payrolls in February. Coffman states that the City continues to spend conservatively. "All three departments in the Public Safety Sales Tax Fund are about 20% below the budgeted target for expenditures - through the month of February," Coffman stated.

Items submitted for the record:

Financial Reports

3. MONTHLY UPDATES

a) FIRE DEPARTMENT UPDATES

Battalion Chief Chad Roney gave the update. The pre-build meeting for the newly purchased mid-mount, aerial ladder occurred a few weeks ago. This unit is expected to be in service by spring of 2025 and will be run out of Station One. Engine three is expected to be in service by spring of 2025 as well.

Fire station five and fire station six are currently only offering Emergency Medical Technician (EMT) level medical services when responding to calls. This is after the Fire Fighters' Union filed grievances over the department's paramedic protocols. These two stations are the only stations in Norman that were providing paramedic level care. It is unknown when their paramedic services will be reinstated.

b) POLICE DEPARTMENT UPDATES

Item 8.

Major Brent Barbour gave the update. School Resource Officers are in the planning phase for their summer community assignments that include such things like Safety Town. Four additional SROs will be in the schools by August. The plan for the County's SRO officers is unclear at this time. Norman Police Department continues to prepare for spring activities such as the Norman Music Festival and Medieval Fair. The twenty-first Norman Citizen's Police Academy has started. The department has nine cadets in the Police Academy and 11 in field training. There are about 300 applicants for the August 2024 Police Academy. "We're taking just over 52 interviews," Barbour said. "This puts us in a really good spot. The best spot we've been in, in quite some time."

c) DISPATCH UPDATES

Russell Anderson gave the update. Four individuals recently graduated from the Dispatch Academy. "They are all doing fantastic," Anderson said. "The academy is looking much better. We have some tools put in place to really make them (dispatchers) successful." The next Dispatch Academy starts March 29, 2024. There are currently two applicants that Anderson expects will participate in this academy.

"I ran into (Moore Police) Chief Gibson. He's working on wrapping up his stock of compatible radios and he plans, when that time comes, to come over to our (radio) system," Anderson said.

A mental health call taker position has been made available at the Communications Center.

d) EMERGENCY COMMUNICATIONS OPERATIONS CENTER (ECOC) UPDATES

Major Brent Barbour gave the update. There, currently, are no concerns of time-line delays in the construction of the Emergency Communications Operations Center (ECOC). Most of the necessary building materials that had delay concerns are now available. The expectation is that the ECOC will open in July 2024. "We are having discussions with the University (of Oklahoma), nothing confirmed right now, but it's very likely we'll move all daily operations to that (ECOC) facility," Barbour said. The ECOC storage facility is open for bid. The bidding process closes March 28, 2024.

4. ESTABLISH TOPICS FOR THE APRIL 11, 2024 MEETING

The topics for the next meeting will remain the same.

MISCELLANEOUS COMMENTS

Kyle Hurley stated, "I will be curious, when the Public Safety Study comes back, what this group will be tasked with."

Hurley said that the Norman Regional Hospital Porter Campus will be turned into what is being called a "health village". This is expected to include the Adult Wellness and Education Center, a behavioral medicine facility, an urgent care facility, and more.

ADJOURNMENT

Member Gilkey made a motion to adjourn the meeting which was duly seconded by Member Gallagher. The motion passed unanimously.



Linda Price, Chair
Citizens Public Safety Oversight Committee



CITY OF NORMAN, OK
PUBLIC SAFETY OVERSIGHT COMMITTEE MEETING
Development Center, Room B, 225 N. Webster, Norman, OK 73069
Thursday, April 11, 2024 at 4:00 PM

MINUTES

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 contact the ADA Technician at 405-366-5424, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.

ROLL CALL

PRESENT

- Chairman Linda Price
- Committee Member Kenny Orr
- Committee Member Kyle Hurley
- Committee Member Lea Greenleaf
- Committee Member Mark Emerson
- Committee Member Ann Gallagher
- Committee Member Greg Gilkey

ABSENT

- Committee Member Russell Rice

OTHERS

- Major Brent Barbour, NPD
- Battalion Chief Chad Roney, NFD
- Russell Anderson, Comm. Systems Manager
- Kim Coffman, Budget Manager
- Dannielle Risenhoover, Administrative Tech. IV
- Jacob Huckabaa, Budget Technician
- Bill Scanlon, Citizen
- Chris Snider, Emergency Management
- Josh Hinkle, Ward 6 Councilmember Elect
- Lance Terry, Citizen

Chair Price called the meeting to order at approximately 4:00 PM. She welcomed everyone to the meeting.

MINUTES

Item 8.

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF MINUTES FROM MARCH 14, 2024

Member Gallagher moved to approve the March 14, 2024 Public Safety Oversight Committee minutes which was duly seconded by Member Emerson. The motion passed unanimously.

Items submitted for the record:

Citizens Public Safety Oversight Committee Minutes from March 14, 2024.

REPORTS

2. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF FINANCIAL REPORTS

Kim Coffman gave the report. Coffman stated that sales tax is "flat for the month of March" and down 5% for the fiscal year. "Our target, if we're going to meet our budget, is about \$1,056,000 each month and in March we only brought in about \$900,000," Coffman said.

The School Resource Officer (SRO) reimbursements to the City, for services provided to Norman Public Schools, have still not been received. "I do have an update on this today," Coffman said. "I just spoke with City Manager Darrel Pyle. He told me to invoice them for the \$700,000 that they verbally agreed to at a Council meeting. I sent the invoice to their CFO just a few minutes ago and invoiced them for quarters one through three. This is a reduction from the original \$766,000 that I originally billed them for."

Coffman stated that there weren't any major purchases during the month of March. She did highlight the following expenses: a capital purchase out of the Fleet Heavy Repair account for \$1,817 that went toward wiring for a vehicle lift; a capital purchase out of the Patrol account for \$141,403 that went toward three different patrol units; \$1,137 in the SRO account that went toward equipment for the four, new SROs; an architectural design payment of \$32,635 for the Emergency Communications Operations Center (ECOC); and a bond, debt service payment for \$1,188,177. The bond matures in fiscal year 2027.

The following purchases have been allotted out of the Public Safety Sales Tax (PSST) Fund for fiscal year 2025: two replacement vehicles for the Police Department, the replacement of an F-450 for the Fire Department, and radio equipment for the ECOC.

Purchases pertaining to public safety have been allotted out of the General Fund for fiscal year 2025 and include: Records Management System software for the Fire Department, and computer equipment for the ECOC.

Member Greenleaf had questions on some of the expenditures. Coffman researched his questions and followed up with the following: "In account 15665143-43107 – Other Supplies and Materials – Institutional – \$3,399.80 was spent on 20 chairs for the training lab, and another \$1,020.10 was spent on a desk and desk chairs for Station 9 in March. In account 15665143-43802 – Internal Services Fleet Parts – \$15,338.43 was the amount billed to PSST Suppression for February auto part purchases. Fleet said Unit 25 received a new radiator, ECM, circuit board and box for the aerial, and Unit 18 received new rear tires. Everything else is normal wear and tear."

Items submitted for the record:
Financial Reports

DISCUSSION ITEMS

3. MONTHLY UPDATES

a) FIRE DEPARTMENT UPDATES

Battalion Chief Chad Roney gave the report. The Fire Department has two fire apparatus units that are going through the build process. They are a mid-mount aerial ladder and an engine. The Aerial ladder platform is 18 or more months out from being completed.

A part of the Public Safety Study includes an employee survey. The employee survey portion of the study has been completed as well as interviews with command, administrative, training and prevention staff members. The Fire Department has received initial reports from the study and are reviewing them for accuracy. The Public Safety Study is expected to be complete around the end of May 2024.

Roney has not received any updates regarding the grievance filed by the Fire Fighters' Union involving paramedic protocols at fire stations five and six. "To my knowledge, we have not gotten any directive to start back up with paramedic protocols," Roney said.

b) POLICE DEPARTMENT UPDATES

Major Chad Vincent gave the report. Vincent states that the Norman Police Department (NPD) has 169 commissioned staff members employed out of 184 available positions. There are currently 21 officers completing various stages of training.

Kim Coffman stated that the Public Safety Sales Tax (PSST) Fund will need a \$200,000 subsidy from the General Fund in Fiscal Year 2025 to support the 90 positions that are currently in the PSST Fund. "The last couple of years we haven't had a subsidy in the PSST Fund. The revenues have been sufficient to cover the expenses, but that's not the case for next fiscal year," Coffman said. "No SROs were approved, none of the Police Department positions that were requested were approved, and none of the Fire Department positions were approved for the next fiscal year. Sales tax has been really flat for the last couple of years and that's what we're projecting again for next year."

The Police Department continues to prepare for community activities, such as Music Fest at the end of April, State Special Olympics Games, and football season.

The department will start installing in-car cameras in their police cars this summer. "It helps with officer safety, more transparency, and just really an extra, added benefit," Vincent said.

The Police Department has partnered with a leadership company to help improve coaching, mentoring and overall department leadership. Eight sessions have been completed by several NPD staff. This training will be passed on throughout the department.

The department is on pace to deploy four additional SROs into the Norman Public School system in fall 2024. The additional four SROs will be assigned to specific, geographically based, locations that have not yet been determined. Vincent confirmed that there won't be NPD and

Cleveland County SROs at the same location. "As we add more SROs, (Cleveland) County pull back on their SROs," Vincent said. Item 8.

c) DISPATCH UPDATES

Russell Anderson gave the report. Four people have almost completed their Dispatch training and a fifth person is three weeks into training. Anderson states that all these employees are doing really well and credits the artificial intelligence 911 call simulations in helping hone their skills. Another academy starts on April 22. Dispatch is down four employees, but three people are out on long-term leave.

The Mobile Command Post is back in service after \$136,000 in renovations. The unit was recently instrumental in helping reunite missing family members at the Medieval Fair; this included reuniting nine children, as young as two years old, with their parents.

The University of Oklahoma is expected to "go live" on the City of Norman's Computer Aided Design (CAD) system on April 30th. This date was pushed back from April 1, 2024.

d) EMERGENCY COMMUNICATIONS OPERATIONS CENTER (ECOC) UPDATES

Major Brent Barbour gave the report. The bid for construction of the Vehicle Storage Facility at the ECOC is now closed. Barbour will present the cost to Council by the end of April and the facility should be constructed by September. Progress is still on track at the ECOC. "Crosslands (Construction) has told us that they have no concerns with timelines right now. In fact, they have moved up the timeline to June," Barbour said. "If everything goes right, you should have a notice in your email next week for a Grand Opening on July 18 at 2:00 in the afternoon."

4. ESTABLISH TOPICS FOR THE MAY 9, 2024 MEETING

The topics for the next meeting will remain the same.

MISCELLANEOUS COMMENTS

Member Greenleaf asked what the dollar amount totaled for Emergency Management's budget requests for the ECOC. Kim Coffman replied, "The radio equipment was \$24,000 and it was his full request and then the computer equipment was \$56,000 and that was what he requested as well."

ADJOURNMENT

Member Gallagher made a motion to adjourn the meeting which was duly seconded by Member Hurley. The motion passed unanimously



Linda Price, Chair
Citizens Public Safety Oversight Committee



CITY OF NORMAN, OK
PUBLIC SAFETY OVERSIGHT COMMITTEE MEETING
 Development Center, Room B, 225 N. Webster Ave., Norman, OK 73069
 Thursday, May 09, 2024 at 4:00 PM

MINUTES

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 contact the ADA Technician at 405-366-5424, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.

ROLL CALL

PRESENT

Chairman Linda Price
 Committee Member Kenny Orr
 Committee Member Lea Greenleaf
 Committee Member Russell Rice
 Committee Member Ann Gallagher
 Committee Member Greg Gilkey

ABSENT

Committee Member Kyle Hurley
 Committee Member Mark Emerson

OTHERS

Major Brent Barbour, NPD
 Battalion Chief Chad Roney, NFD
 Russell Anderson, Comm. Systems Manager
 Dannielle Risenhoover, Administrative Tech. IV
 Jacob Huckabaa, Budget Technician
 Bill Scanlon, Citizen
 Major Chad Vincent, NPD
 Anthony Francisco, Director of Finance

Chair Price called the meeting to order at approximately 4:00 PM. She welcomed everyone to the meeting.

MINUTES

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF MINUTES FROM APRIL 11, 2024

Member Greenleaf moved to approve the April 11, 2024 Public Safety Oversight Committee minutes which was duly seconded by Member Rice. The motion passed unanimously.

Items submitted for the record:

Citizens Public Safety Oversight Committee Minutes from April 11, 2024.

REPORTS

2. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF FINANCIAL REPORTS

Jacob Huckabaa gave the report. Huckabaa stated that sales tax for the fiscal year-to-date is 5.25% below the revenue target, the use tax fiscal year-to-date is 14.9% above the revenue target, and the overall revenue is 5.79% below the fiscal year-to-date target. On the expense side of the budget, Huckabaa stated that the salaries, supplies and service maintenance costs were "pretty standard". The total expenditures for April were \$1,059,388.

Member Greenleaf asked if the City has received any payments from the Norman Public School District (NPS) for services provided by the City of Norman School Resource Officers (SROs). Huckabaa replied, "As of Friday (May 3, 2024) we have not (received any payment)."

Anthony Francisco commented, "We have renewed the invoice to them (NPS). There was some dispute about the amount that was owed, particularly for the overtime payments. We tried to get them to pay the amount that is not in dispute, and we're hoping that will come to fruition. We have to have the payment by June 30 (2024) in full."

Items submitted for the record:

Financial Reports

DISCUSSION ITEMS

3. MONTHLY UPDATES

a) FIRE DEPARTMENT UPDATES

Battalion Chief Chad Roney gave the report. The building of engine three will start in quarter one of 2025. The building of the ladder truck will take anywhere from 18 to 36 months. Roney states that this is currently the typical build time for every manufacturer. There is no projected build dates on the two additional engines that were allocated.

The Public Safety Study profile has been received by the fire department. This profile reports the staffing status and responsibilities of the Fire Department and establishes a baseline for recommended changes. The Norman Fire Department is in the process of reviewing other reports within the Public Safety Study for accuracy. Roney stated that as part of the Public Safety

Study, a community survey will be distributed around May 20. Responses will be accepted and recorded for approximately one week.

Member Greenleaf asked if there were any updates between the Firefighter Union and the paramedic-firefighters at stations five and six. Roney stated, "Negotiations are currently on-going right now."

b) POLICE DEPARTMENT UPDATES

Major Chad Vincent gave the report. There are 184 commissioned positions available with the Norman Police Department (NPD) with 169 of those positions filled. Eleven applicants are in the background process for the August 2024 Police Academy, with eight cadets in the current Police Academy and two officers in field training.

Vincent listed several upcoming events that NPD is preparing for including: a Law Enforcement Torch Run, the NPD Awards Ceremony, and Community Day at the Cleveland County Fairgrounds.

c) DISPATCH UPDATES

Russell Anderson gave the report. The Dispatch Department is down four employees. Seven applicants recently passed the interview portion of the hiring process.

The University of Oklahoma is now on the City of Norman's Computer Aided Design (CAD) system.

Saturday, May 18, Oklahoma Electric Cooperative is hosting a "live wire demo" at McFarland Methodist Church. The NPD Mobile Command Post will be present and showcased along with fire and police vehicles. This event is from 10:00 AM to 2:00 PM.

d) EMERGENCY COMMUNICATIONS OPERATIONS CENTER (ECOC) UPDATES

Major Brent Barbour gave the report. July 18, 2024 is the projected Grand Opening day for the Emergency Communications Operations Center (ECOC). Funding for the NPD vehicle storage facility has been approved through City Council. A contract has been signed between the City and Crossland Construction for the build. It is expected that construction of the vehicle storage facility will be completed by August or September of 2024.

NPD is currently working with the Association of Central Oklahoma Governments (ACOG) to purchase terminals for the ECOC. The cost of the terminals is approximately \$840,000. Mayor Heikkila and City Manager Darrel Pyle are working to get ACOG to take this fee out of the tax dollars that ACOG collects and owes the City.

NPD activated incident command twice during the last week. "Monday night if you would have come to the police department you would have seen people from every emergency services area from all over the county to make sure we were ready to respond to whatever came our way," Barbour said. He commented on how great it will be to not have to evacuate their incident command location once NPD occupies the ECOC.

Norman Regional Hospital, Porter Complex, will be closing toward the end of July.

3. ESTABLISH TOPICS FOR THE APRIL 11, 2024 MEETING

Item 8.

Member Rice asked to discuss the Fire Department and ambulance services' response to overdoses and what can be done to send less people and less equipment to these scenes. "It's costing our maintenance of the vehicles to go up and every time we roll a truck it costs money. Alternatively, if we need someone to be there quickly with lifesaving material that the Fire Department carries, a little truck would get them there with two people to maintain them until the ambulance gets there. Finding a way to save money of the Fire Department's maintenance is where I'm headed," Rice said. It was agreed that this topic will be discussed at the next meeting.

MISCELLANEOUS COMMENTS

Chair Price asked Anthony Francisco about the Committee's vacancy not being filled. Francisco responded, "That's a problem that we're having with several commissions - getting appointments made. We'll remind the Mayor and City Clerk of that and hopefully they will respond."

Member Greenleaf asked if there was a projection on when the City and the Firefighter's Union will come to an agreement regarding the Paramedic-firefighter grievance. An answer was not available and Chair Price asked that the City's Legal Department be asked for an update.

ADJOURNMENT

Member Rice made a motion to adjourn the meeting which was duly seconded by Member Gilkey. The motion passed unanimously.



Linda Price, Chair
Citizens Public Safety Oversight Committee



CITY OF NORMAN, OK
PUBLIC SAFETY OVERSIGHT COMMITTEE MEETING
 Development Center, Room B, 225 N. Webster Ave., Norman, OK 73069
 Thursday, June 13, 2024 at 4:00 PM

MINUTES

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 contact the ADA Technician at 405-366-5424, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.

ROLL CALL

PRESENT

Chairman Linda Price
 Committee Member Kenny Orr
 Committee Member Kyle Hurley
 Committee Member Mark Emerson
 Committee Member Russell Rice
 Committee Member Ann Gallagher

ABSENT

Committee Member Lea Greenleaf
 Committee Member Greg Gilkey

OTHERS

Kim Coffman, Budget Manager
 Major Brent Barbour, NPD
 Russell Anderson, Comm. Systems Manager
 Dannielle Risenhoover, Administrative Tech. IV
 Jacob Huckabaa, Budget Technician
 Bill Scanlon, Citizen
 Major Chad Vincent, NPD
 David Grizzle, NFD
 Rick Knighton, Assistant City Attorney
 Shawn Hawkins, NPD
 Joshua Hinkle, Council Member Elect

Chair Price called the meeting to order at approximately 4:00 PM. She welcomed everyone to the meeting.

MINUTES

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF MINUTES FROM MAY 9, 2024

Member Rice moved to approve the May 9, 2024 Public Safety Oversight Committee minutes which were duly seconded by Member Gallagher. The motion passed unanimously.

Items submitted for the record:

Citizens Public Safety Oversight Committee Minutes from May 9, 2024.

REPORTS

2. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF FINANCIAL REPORTS

Kim Coffman gave the report. She stated that sales tax is about 5% below the budget. "It looks like we're going to close the year at that amount because we already have June's sales tax and it's about \$984,000 which is still below that \$1 million marker that we like to see to meet the budget," Coffman said. Use tax is about 15% above budget; however it is not filling the gap left by the sales tax. Coffman reports that she has not received any payments from Norman Public Schools for the City of Norman's School Resource Officer program.

There were two payrolls in the month of May and no public safety sales tax payments made for the construction of the Emergency Communications Operations Center (ECOC). Coffman believes the ECOC is focused on spending American Rescue Plan (ARPA) Funds as there is a deadline to use them. "They did spend about \$1.3 million from the ARPA Funds for the ECOC project. Year-to-date, they've spent about \$5.6 million of the \$10 million that was appropriated from ARPA Funds for the ECOC project," Coffman said. There were Capital expenditures out of the SRO Cost center totaling \$16,285 that funded hand guns and four computer monitors.

Items submitted for the record:

Financial Reports

DISCUSSION & ACTION ITEMS

3. MONTHLY UPDATES

a) FIRE DEPARTMENT UPDATES

David Grizzle gave the report. He stated, "Currently, the Fire Department has no substantial updates or any projects coming up."

Assistant City Attorney Rick Knighton was present at the meeting to give an update regarding the grievance filed between the Firefighter Union and paramedic-firefighters at stations five and six. On February 2, 2023, the City's Medical Director sent an email to firefighters advising that effective March 1, 2023 there would be new protocols in addressing cardiac care with the use of new medications and heart monitors. The heart monitors were purchased through grant funding and not Public Safety Sales Tax funds. A grievance was filed leading to arbitration being sought.

On March 7, 2024, the first directive in Arbitrator Robert Costello's award was "The City ordered to do the following: Immediately rescind the March 1, 2023 EMS protocols and any requirement that paramedics utilize the new heart monitors or administer the new pharmaceuticals which were introduced along with the new protocols." According to Knighton the arbitrator believed that the City violated the contract by implementing these protocols without getting an agreement from the Labor Union. "The difficulty with that is that the contract specifically says, 'The Fire Chief is the person that has authority to implement new protocols,' and that's what he did," Knighton said. "Unfortunately Arbitrator Costello believed that the City was required to negotiate with the Union about these protocols before he issued his specific directive that we immediately rescind the protocols that were implemented on March 1, 2023. So, under the Police and Fire Arbitration Act, the grievance arbitration is binding. We don't really have any remedy with regard to this. We're bound to follow this arbitrator decision. Removal of those monitors was based on this directive from the arbitrator. It wasn't based on the Fire Chief not wanting to negotiate; it was simply, this is what the arbitrator told us to do so this is what we did."

The second provision in the arbitrator's order was: The City must "refrain from any further changes to the EMS Protocols, or the reintroduction of the new heart monitors or pharmaceuticals until such time as the City secures the Union's agreement to same. This portion of the order will terminate upon termination of the present Agreement." This provision ordered the City to enter into negotiations with the International Association of Fire Fighters (IAFF). "The difficulty with this has been, IAFF does not have an issue with the protocols. During the arbitration, their president was asked, "What is the issue you have with the protocols?" (He replied) "We don't have an issue with the protocols. What their issue is with, is with staffing. They want to try and use this arbitrator decision to force the department to deploy two paramedics per shift at stations five and six, so that's 12. The City only has 24. You'd be deploying half of your paramedics to stations five and six and five is on the other side of Lake Thunderbird and six is on the west side of Lake Thunderbird. Then you would have 12 paramedics to deploy to your other seven stations. Part of the difficulty from the Chief's perspective is, he does not think that that is an appropriate deployment of his resources because a lot of those paramedics have dual certifications." The dual certifications include firefighters with paramedic and hazmat tech qualifications as well as paramedic and rescue tech qualifications. The Fire Chief finds these dual certified firefighters more pertinent to the urbanized area.

Member Rice agreed that hazmat situations are more probable in the urbanized area but stated, "Those emergencies, like hazmats, can wait the additional 10 minutes it would take the people (dual certified paramedics) to come from station five or six, whereas, people who need the lifesaving medication at five and six - can't wait. That's the difference there." After clarifying that per contract, the Fire Chief gets to implement the protocols, Knighton replied, "This is what the Chief is looking at: the average calls per day at stations five and six are two. The other stations have significantly more calls per day, per shift. A lot of those calls are medical calls." Knighton stated that it was his understanding that EMS response time in urban Norman has become longer. "No they're not. That's a false statement," Member Kyle Hurley stated. "I'm the Director of EMSTAT and you're being given incorrect information."

Knight said, "The issue becomes, is this a Union issue where the Union gets to decide staffing or is it a Chief issue and the Chief is looking at the broader, bigger picture with regard to how to deploy his resources? Staffing is a management right decision that the Chief has the right to make under the existing management rights provision in our contract. The Chief has the discretion to make those staffing decisions. Currently at (station) five, you have two paramedics

on shift A and B, one paramedic on shift C. At station six you have one paramedic on each shift. That station is within three miles of station nine. Station nine has one paramedic on each shift. So again, the Chief is trying to deploy his limited resources the best way he knows how."

The City is currently trying to broker an agreement with IAFF so that the monitors and protocols can be implemented and there is no alternative to the protocols that have been rescinded.

Member Rice asked "Can we get a temporary, one-month agreement that allows the equipment to be on the trucks and it give the City and IAFAF plenty of time to negotiate?"

Knighton stated that he could not speak for IAFF. Rice stated that he spoke with IAFF and they are agreeable to this suggestion and that he would have IAFF reach out to Knighton.

The response time for the Fire Department is approximately 4-5 minutes. The response time for EMSTAT is approximately 8 minutes. Member Rice asked, "Do the fire trucks that aren't five and six have the ELS equipment on them?"

Knighton replied, "No. The issue out east is fire trucks tend to arrive before the ambulance does. In the urbanized area, the ambulance have that same equipment on their ambulances and they tend to arrive at about the same time as the fire trucks do, so it's not necessary."

Rice responded, "If there's enough coverage with paramedics and ambulances in town, and they don't need to carry ELS equipment on a fire truck, why can't you double-up (on paramedics) out there (at stations five and six)? If there's ambulances covering all the stuff here that most of the paramedics can do, and the reason that we have these out here at stations five and six is because there isn't the paramedic response time that is enough to save a life, we don't need the same coverage at all stations. We need less coverage where there is ambulances and more coverage where there is not ambulances."

Knighton replied, "That's assuming that the only thing you consider, in terms of certified resources, is paramedics. If a paramedic has a dual certification, and that person is also a rescue tech, and you want that person extricating someone from a vehicle on the interstate because of a bad auto wreck, you also want his paramedic skills. If you have a fire engine responding to a hazmat incident where people have sustained injuries as result of some hazardous chemical spill, you also want that someone with paramedic skills to start providing care sooner rather than later."

Chair Price thanked Knighton for providing the information and stated, "This isn't really a PSST issue. We asked for information, I think you've (Knighton) provided that information. There's clearly a conflict going on that needs to be resolved. I don't think this committee can resolve it in any way shape or form. I appreciate you coming. If nobody else has any questions, I think we should move on and try and get this resolved outside of the Committee meeting." Member Hurley asked to clarify the EMS response time, misinformation with Knighton privately; otherwise, there were no other questions presented.

b) POLICE DEPARTMENT UPDATES

Major Chad Vincent gave the update. Vincent highlighted several community events that the Norman Police Department (NPD) participated in and are preparing to participate in. The School Resource Officers (SROs) have embarked on their summer mentoring programs. Twelve SROs, four of them new but fully trained, and one supervisor will be back in Norman Public Schools the last week of July.

The Public Safety Resource Allocation Study is likely to be released in August.

City of Norman has 166 commissioned officers. Seven cadets are expected to graduate in July. Vincent says that there has been "an uptick in (police officer) applications" being placed. The NPD is offering a lateral police academy and actively recruiting certified police officers. These officers go through a shorter academy and come in at a higher pay rate than a regular recruit. The lateral police academy will start in October 2024 with graduates in the field in February 2025. In the last month, the University of Oklahoma joined the City of Norman's Computer Aided Design (CAD) system, the CAD was upgraded, and a new 911 system was adopted.

c) DISPATCH UPDATES

Russell Anderson gave the report. The Dispatch Department is down four employees. Four applicants have proceeded to the background process. Anderson hopes to start the next Dispatch Academy on June 28, 2024.

d) EMERGENCY COMMUNICATIONS OPERATIONS CENTER (ECOC) UPDATES

Major Brent Barbour gave the report. He highlighted the progress in the construction of the Emergency Communications Operations Center (ECOC) and the Vehicle Storage Facility. He advised the Committee that due to some delays, the grand opening for the ECOC facility will most likely occur in September 2024. The original grand opening was set for July.

3. ESTABLISH TOPICS FOR THE JULY 11, 2024 MEETING

The topics for the next meeting will remain the same.

MISCELLANEOUS COMMENTS

None.

ADJOURNMENT

Member Gallagher made a motion to adjourn the meeting which was duly seconded by Member Rice. The motion passed unanimously.

Linda Price, Chair
Citizens Public Safety Oversight Committee

Public Safety Sales Tax Fiscal Year End 2024 Financial Report

	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Fiscal Year To Date	Prior FY To Date	PSST II To Date
Revenues:															
Public Safety Sales Tax	\$ 1,020,459	\$ 957,439	\$ 975,085	\$ 1,056,267	\$ 1,031,132	\$ 985,608	\$ 1,065,861	\$ 1,014,214	\$ 894,213	\$ 997,624	\$ 1,006,386	\$ 985,624	\$ 11,999,913	\$ 12,028,846	\$ 147,896,357
Public Safety Use Tax	\$ 154,332	\$ 150,182	\$ 172,612	\$ 173,844	\$ 171,201	\$ 204,440	\$ 224,411	\$ 216,389	\$ 146,156	\$ 162,914	\$ 187,092	\$ 103,632	\$ 2,118,724	\$ 1,913,734	\$ 13,083,857
Investment/Interest	\$ -	\$ 31,136	\$ 32,524	\$ 29,668	\$ 22,505	\$ 23,037	\$ 20,403	\$ -	\$ 17,966	\$ 14,764	\$ 10,551	\$ -	\$ 231,116	\$ 220,145	\$ 1,431,433
Refunds/Reimbursements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000	\$ 674,514	\$ 5,176,234
Sale of Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,910
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,825,000
Inter-Fund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,024,383
Total Revenue	\$ 1,174,791	\$ 1,138,757	\$ 1,180,221	\$ 1,259,779	\$ 1,224,838	\$ 1,223,085	\$ 1,310,675	\$ 1,248,570	\$ 1,058,297	\$ 1,175,302	\$ 1,204,029	\$ 1,651,408	\$ 14,849,763	\$ 14,837,239	\$ 196,447,174
Expenditures:															
Fleet Heavy Repair - 1550172															
Salaries & Benefits	\$ 12,711	\$ 19,239	\$ 12,987	\$ 13,290	\$ 15,497	\$ 14,478	\$ 20,631	\$ 14,712	\$ 13,759	\$ 13,658	\$ 13,740	\$ 13,585	\$ 178,247	\$ 113,524	\$ 363,304
Supplies & Materials	\$ 1,388	\$ 2,154	\$ 29,312	\$ 10,702	\$ 18,153	\$ 11,860	\$ 13,558	\$ 39,936	\$ 10,356	\$ 6,999	\$ 27,878	\$ 26,170	\$ 198,184	\$ 149,150	\$ 353,879
Services & Maintenance	\$ 2,392	\$ 2,669	\$ 3,272	\$ 2,965	\$ 2,080	\$ 8,065	\$ 1,558	\$ 5,659	\$ 2,074	\$ 6,568	\$ 1,986	\$ 25,040	\$ 64,038	\$ 39,739	\$ 118,001
Internal Services	\$ -	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50	\$ -	\$ 50
Capital Equipment	\$ -	\$ -	\$ 26,013	\$ -	\$ -	\$ -	\$ 8,698	\$ -	\$ 1,817	\$ -	\$ -	\$ -	\$ 36,528	\$ 20,872	\$ 226,338
Sub-Total Fleet Heavy Repair	\$ 16,491	\$ 24,132	\$ 71,564	\$ 26,657	\$ 35,730	\$ 34,403	\$ 44,445	\$ 60,307	\$ 28,003	\$ 26,916	\$ 43,604	\$ 64,774	\$ 477,027	\$ 323,285	\$ 1,061,572
Patrol - 1561322															
Salaries & Benefits	\$ 357,593	\$ 413,427	\$ 254,579	\$ 257,062	\$ 276,135	\$ 280,458	\$ 412,732	\$ 249,997	\$ 322,352	\$ 250,314	\$ 244,146	\$ 254,302	\$ 3,573,096	\$ 4,188,999	\$ 52,163,670
Supplies & Materials	\$ 43,580	\$ 54,422	\$ 14,276	\$ 24,286	\$ 20,465	\$ 60,324	\$ 12,387	\$ 18,409	\$ 16,794	\$ 9,671	\$ 16,560	\$ 14,144	\$ 305,319	\$ 228,869	\$ 2,213,337
Services & Maintenance	\$ 3,310	\$ 32,531	\$ 2,526	\$ 4,196	\$ 1,953	\$ 3,079	\$ 1,602	\$ 2,968	\$ 3,113	\$ 4,559	\$ 33,819	\$ 8,303	\$ 101,958	\$ 93,242	\$ 1,082,733
Internal Services	\$ -	\$ 70,192	\$ 14,501	\$ 77,335	\$ 45,539	\$ 43,800	\$ 44,617	\$ 48,583	\$ 50,049	\$ 42,728	\$ 40,834	\$ 46,195	\$ 524,372	\$ 297,140	\$ 1,842,439
Capital Equipment	\$ -	\$ 17,282	\$ -	\$ -	\$ -	\$ -	\$ 42	\$ -	\$ 141,403	\$ 1,863	\$ -	\$ 46,177	\$ 206,787	\$ 81,505	\$ 3,279,306
Staff Services - 15661115															
Supplies & Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,261
Services & Maintenance	\$ 375	\$ 37,277	\$ 674	\$ 359	\$ 2,099	\$ 250	\$ 284	\$ 284	\$ 299	\$ 6,872	\$ 917	\$ 1,064	\$ 50,754	\$ 52,869	\$ 446,804
Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,966,869
SRO Officers - 15661313															
Salaries & Benefits	\$ 99,192	\$ 157,647	\$ 140,685	\$ 128,481	\$ 128,820	\$ 124,225	\$ 175,712	\$ 128,509	\$ 128,935	\$ 118,677	\$ 115,357	\$ 102,030	\$ 1,548,271	\$ 1,430,097	\$ 6,161,648
Supplies & Materials	\$ -	\$ -	\$ 429	\$ 431	\$ -	\$ -	\$ -	\$ -	\$ 64	\$ 670	\$ -	\$ -	\$ 1,594	\$ 1,876	\$ 3,995
Services & Maintenance	\$ -	\$ 429	\$ -	\$ -	\$ 1,350	\$ 1,029	\$ 487	\$ 483	\$ 435	\$ 635	\$ 757	\$ 518	\$ 6,122	\$ 12,552	\$ 22,286
Internal Services	\$ -	\$ 227	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 564	\$ -	\$ -	\$ -	\$ 791	\$ -	\$ 791
Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 49,422	\$ 1,137	\$ 8,027	\$ 16,285	\$ 17,119	\$ 91,990	\$ -	\$ 91,990
Criminal Investigations - 15661321															
Salaries & Benefits	\$ 45,636	\$ 69,145	\$ 54,380	\$ 57,276	\$ 60,084	\$ 55,038	\$ 90,428	\$ 62,258	\$ 63,070	\$ 35,830	\$ 46,470	\$ 48,393	\$ 688,008	\$ 694,877	\$ 8,600,752
Supplies & Materials	\$ -	\$ 298	\$ 332	\$ 611	\$ 421	\$ 1,378	\$ 179	\$ 212	\$ 191	\$ 391	\$ 318	\$ 308	\$ 4,639	\$ 5,564	\$ 75,548
Services & Maintenance	\$ -	\$ 52	\$ 52	\$ 52	\$ 52	\$ 52	\$ 52	\$ 52	\$ 270	\$ 52	\$ 484	\$ 484	\$ 1,222	\$ 548	\$ 82,470
Internal Services	\$ -	\$ 1,236	\$ 899	\$ 1,492	\$ 1,426	\$ 1,199	\$ 1,536	\$ 1,510	\$ 1,896	\$ 1,165	\$ 1,057	\$ 1,263	\$ 14,668	\$ 15,288	\$ 97,297
Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 509,773
Special Investigations															
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 503,489
Supplies & Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,554
Services & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,707
Internal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,667
Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 77,179
Emergency Communications - 15661139															
Salaries & Benefits	\$ 5,325	\$ 7,243	\$ 5,131	\$ 4,821	\$ 7,530	\$ 5,898	\$ 11,598	\$ 10,501	\$ 11,349	\$ 12,178	\$ 12,230	\$ 13,078	\$ 166,882	\$ 77,144	\$ 949,062
Supplies & Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400	\$ -	\$ 1,800
Services & Maintenance	\$ 400	\$ 543	\$ 178	\$ 178	\$ -	\$ -	\$ -	\$ -	\$ 200	\$ 24	\$ -	\$ -	\$ 1,345	\$ 1,189	\$ 132,487
Internal Services	\$ -	\$ 101	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 101	\$ -	\$ 50
Sub-Total Police	\$ 555,412	\$ 861,508	\$ 488,996	\$ 556,580	\$ 545,874	\$ 576,728	\$ 752,016	\$ 573,229	\$ 741,704	\$ 494,069	\$ 528,825	\$ 553,378	\$ 7,228,318	\$ 7,181,769	\$ 80,368,944
Fire - 15665143															
Salaries & Benefits	\$ 328,696	\$ 437,767	\$ 287,026	\$ 295,550	\$ 328,510	\$ 340,490	\$ 480,635	\$ 309,386	\$ 293,408	\$ 511,311	\$ 355,431	\$ 378,491	\$ 4,346,702	\$ 3,605,444	\$ 41,154,437
Supplies & Materials	\$ -	\$ 7,768	\$ 33,156	\$ 5,839	\$ 12,955	\$ 13,080	\$ 6,697	\$ 13,913	\$ 25,931	\$ 8,165	\$ 40,680	\$ 9,379	\$ 176,982	\$ 118,893	\$ 1,150,421
Services & Maintenance	\$ 1,054	\$ 11,649	\$ 3,718	\$ 5,332	\$ 772	\$ 1,876	\$ 1,003	\$ 1,168	\$ 3,398	\$ 1,494	\$ 2,291	\$ 304	\$ 34,059	\$ 46,198	\$ 831,685
Internal Services	\$ -	\$ 11,033	\$ 2,667	\$ 11,423	\$ 8,268	\$ 7,170	\$ 8,232	\$ 9,034	\$ 9,117	\$ 7,678	\$ 7,538	\$ 8,366	\$ 90,527	\$ 101,944	\$ 685,214
Capital Equipment	\$ 1,609,502	\$ -	\$ 3,230	\$ -	\$ 107,920	\$ 10,500	\$ -	\$ 3,024	\$ -	\$ -	\$ -	\$ -	\$ 1,734,175	\$ 162,540	\$ 12,752,759
CIP FUND - Fire Stations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,516,950
Fire Storage Facility Project - 15693377	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 791,367
Sub-Total Fire	\$ 1,939,252	\$ 468,237	\$ 329,797	\$ 318,144	\$ 457,824	\$ 373,116	\$ 496,568	\$ 336,525	\$ 331,854	\$ 528,648	\$ 405,941	\$ 396,540	\$ 6,382,444	\$ 4,037,808	\$ 63,880,832
Inter-Fund Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,704,400
Debt Service Costs - 15930149	\$ -	\$ 125	\$ 1,190,721	\$ 113	\$ 329	\$ -	\$ 329	\$ 100	\$ 1,188,117	\$ 125	\$ 125	\$ 125	\$ 2,379,979	\$ 2,369,865	\$ 19,597,733
Radio System Design CIP - 15693319	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,808,575
ECC Design CIP - 15695523	\$ -	\$ 636,445	\$ 63,347	\$ 1,293,971	\$ 560,068	\$ 8,424	\$ 847,059	\$ 209,995	\$ 32,635	\$ 9,630	\$ -	\$ 31,600	\$ 3,683,173	\$ 997,377	\$ 5,624,360
Total Expenditures	\$ 2,511,155	\$ 1,990,447	\$ 2,144,425	\$ 2,195,465	\$ 1,589,596	\$ 992,670	\$ 2,140,416	\$ 1,180,156	\$ 2,322,313	\$ 1,059,388	\$ 978,495	\$ 1,046,417	\$ 20,150,942	\$ 14,910,127	\$ 195,046,417
Net	\$ (1,336,364)	\$ (851,691)	\$ (964,203)	\$ (935,686)	\$ (364,768)	\$ 230,415	\$ (829,741)	\$ 68,414	\$ (1,264,016)	\$ 115,915	\$ 225,554	\$ 604,982	\$ (5,301,189)	\$ (72,888)	\$ 1,400,757

PSST II – Project, equipment and personnel plan

FYE 2015

Continue PSST I requirements including:

2 additional Patrol Officers, totaling 71 Public Safety personnel hired

- Fire Administration Building Remodel (\$70,000 of Capital Funds)
- Replacement of Fire self-contained breathing apparatus (SCBA) - (\$500,000 of PSST Funds)
- Replacement of 7 Patrol vehicles - (\$312,200 of PSST Funds)
- Replacement of 1 Pumper - (\$450,000 of PSST Funds)
- Replacement of 1 Passenger Van - (\$150,000 of PSST Funds)
- Replacement of 2 Brush Pumper units - (\$173,640 of PSST Funds)

FYE 2016

September 30, 2015 – PSST I ends

October 1, 2015 – PSST II begins

PSST I fund balance will be drawn down by paying for the 71 Public Safety personnel hired and other Police and Fire operating expenses.

Personnel:

Add 5 School Resource Officers (SRO) and 1 Lieutenant for SRO Program

Design of Emergency Operations/Dispatch Facility

Replace Fire Department Elevated Platform

Design of Emergency Communication System

FYE 2017

Personnel:

Add 7 School Resource Officers

Add 2 Emergency Vehicle Mechanics

Add 2 Emergency Communication Officers

Construction of Emergency Operations/Dispatch Facility

Replace Fire Engine

Replacement of Emergency Communications System

FYE 2018

Replace Fire Engine

FYE 2019 and beyond

Personnel:

Add 2 Emergency Communication Officers

Relocate Fire Station # 5

100% of PSST II revenues will be used for all of the above.

Approximately 12 years after PSST II begins and requirements met, 75% (3/8th of 1%) of PSST II revenues will go to General Fund to permanently fund the 90 additional PSST positions and 25% (1/8th of 1%) of the revenues will go to Public Safety Capital expenses (police vehicle/fire apparatus replacement, communications system replacement, etc.) as needed and/or other uses as restricted by the Ordinance.

PSST II - Fire Apparatus Replacement Schedule - \$6,800,000 Allocation

	<u>As originally planned</u>	<u>As revised in FYE 17</u>	<u>As revised in FYE 18</u>	<u>As revised in FYE 19</u>	<u>As revised in FYE 20</u>	<u>As revised in FYE 22</u>	<u>As revised in FYE 23</u>	<u>As revised in FYE 24</u>	<u>Changes</u>
FYE 16	Elevated Platform	\$ 1,106,700	\$ 1,106,000	\$ 1,106,000	\$ 1,106,000	\$ 1,106,000	\$ 1,105,943	\$ 1,105,943	
FYE 17	Fire Engine	\$ 493,500	\$ 540,000	\$ 524,000	\$ 524,000	\$ 524,000	\$ 523,853	\$ 523,853	
FYE 18	Fire Engine	\$ 508,000	\$ 625,000	\$ 622,000	\$ 622,000	\$ 622,000	\$ 622,079	\$ 622,079	
FYE 19	Air Supply Unit	\$ 350,000	\$ 450,000	\$ 725,000	\$ 725,000	\$ 725,000	\$ 724,974	\$ 724,974	Pumper/Tanker
	Command Vehicle	\$ 80,000	\$ 80,000	\$ 85,000	\$ -	\$ -	\$ -	\$ -	
		\$ 430,000	\$ 535,000	\$ -	\$ -	\$ -	\$ -	\$ -	
FYE 20	Fire Engine	\$ 539,000	\$ 675,000	\$ 750,000	\$ 750,000	\$ 735,474	\$ 735,474	\$ 735,474	Pumper/Tanker
	Rescue	\$ 650,000	\$ 850,000	\$ -	\$ -	\$ -	\$ -	\$ -	
		\$ 1,189,000	\$ 1,525,000	\$ -	\$ -	\$ -	\$ -	\$ -	
FYE 21	Tanker	\$ 385,000	\$ 450,000	\$ 415,000	\$ 800,000	\$ 471,500	\$ 541,600	\$ 541,600	Air and Light Unit, Public Education Trailer, Drone, Rescue Boat, 2 staff vehicles instead of Tanker
FYE 22	Fire Engine	\$ 571,000	\$ 700,000	\$ 750,000	\$ 750,000	\$ 760,000	\$ 687,804	\$ 687,804	
FYE 23	Fire Engine	\$ 589,000	\$ 725,000	\$ 775,000	\$ 775,000	\$ 775,000	\$ 800,000	\$ 750,000	
FYE 24	Ladder	\$ 1,000,000	\$ 1,500,000	\$ 1,700,000	\$ 1,700,000	\$ 1,700,000	\$ 1,800,000	\$ 2,100,000	
GRAND TOTAL		\$ 6,272,200	\$ 7,690,000	\$ 7,367,000	\$ 7,752,000	\$ 7,418,974	\$ 7,541,727	\$ 7,791,727	

File Attachments for Item:

9. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF RATIFICATION OF SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE DEVELOPMENT OVERSIGHT COMMITTEE FOR TIF DISTRICT NUMBER TWO ANNUAL REPORT FOR THE PERIOD JULY 1, 2023 TO JUNE 30, 2024.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/27/2024

REQUESTER: Clint Mercer, Chief Accountant

PRESENTER: Anthony Francisco, Finance Director

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF RATIFICATION OF SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE DEVELOPMENT OVERSIGHT COMMITTEE FOR TIF DISTRICT NUMBER TWO ANNUAL REPORT FOR THE PERIOD JULY 1, 2023 TO JUNE 30, 2024.

BACKGROUND:

On April 10, 2007, the City Council approved Resolution R-0607-95 establishing a Development Oversight Committee for Tax Increment Finance (TIF) District Number Two. The purpose of this University North Park (UNP) TIF Oversight Committee is to “oversee the implementation of the Project Plan (Ordinance O-0506-66) on behalf of the City Council by making recommendations regarding (1) use of revenues and expenditures other than traffic, roadway and utility improvements; (2) material modifications of the Project Plan; and (3) material changes in the Design Guidelines.” The Oversight Committee is also directed by the UNP TIF Master Operating and Development Agreement (Contract K-0607-44) “prior to any authorization for expenditures by the City for costs other than initial Project Activity Costs to evaluate whether the proposed expenditures are consistent with the Project Plan and shall report its determination to the City Council.”

DISCUSSION:

The UNP TIF Oversight Committee met periodically throughout the period July 1, 2023, to June 30, 2024, and reviewed Council actions related to the expenditure of the authorized funds. An Annual Report for this period is presented for Council acceptance.

RECOMMENDATION:

It is recommended that the Council accept the UNP TIF Oversight Committee’s Annual Report for the period July 1, 2023 to June 30, 2024, approved by the Committee on August 20, 2024.

**THE CITY OF NORMAN
TIF #2 OVERSIGHT COMMITTEE
(UNIVERSITY NORTH PARK TIF)
ANNUAL REPORT
FOR THE PERIOD JULY 1, 2023-JUNE 30, 2024**

The City of Norman Tax Increment Finance District (TIF) Number Two Oversight Committee (University North Park TIF) (“Oversight Committee”) was established by the City Council on April 10, 2007 to “oversee the implementation of the Project Plan on behalf of the City Council...shall make recommendations on (1) the use of revenues and expenditures other than traffic, roadway, and utility improvements; (2) material modifications of the master plan; and (3) material changes in the design guidelines.” There are nine committee members, with terms expiring as follows:

- William Wilson, April 10, 2025
- Kurt Lee, April 10, 2025
- Paul Wilson, April 10, 2026
- Greg Burge, April 10, 2026
- Steven McDaniel, April 10, 2026
- Dr. Nick Migliorino, April 10, 2027
- Kaimee Kellis, April 10, 2027
- Rob Norman, April 10, 2027
- Tyler Jones, April 10, 2027

The Oversight Committee will continue in existence until the Project Plan has been determined to be completed.

The Project Plan (adopted May 23, 2006; Ordinance O-0506-66), as amended (August 26, 2008; Ordinance O-0809-8 and November 26, 2019; Ordinance O-1920-24), establishes these project categories and estimated costs:

1. Traffic and Roadway Improvement Costs	5,024,394
2. Legacy Park Costs	250,000
3. Recreation Facilities Costs	5,154,762
4. Town Center Costs	5,000,000
5. Economic Development Costs	1,425,000
6. Miscellaneous Costs	125,000
Total Project Costs	16,979,156

The Oversight Committee has been reviewing documents and meeting since May 2007. The Oversight Committee met on July 18, August 18, September 19, October 17, November 21 and December 19, 2023; February 20, April 16, May 7, and June 18, 2024. Significant items discussed and reviewed over the reporting period include the following:

Rock Creek Entertainment District TIF

The Oversight Committee received and discussed the proposed Rock Creek Entertainment District TIF at multiple meetings during the reporting period. Several economic studies were reviewed including one prepared by the Oklahoma Department of Commerce, one by Rainer/Lincoln, one by Hunden Partners and a summary analysis prepared by Cynthia Rogers, Professor of Economics at the University of Oklahoma. On June 18th, the Committee received and reviewed the May 21, 2024 draft version of the Rock Creek Entertainment District Project Plan as approved by the Statutory Review Committee.

The Committee voted 5-1 in favor of a motion as follows:

“The Citizen’s Oversight Committee for the UNP TIF recommends the proposed material modifications to the University North Park Master Plan be approved.”

The Committee voted 3-2 in opposition to a motion as follows:

“The Citizen’s Oversight Committee for the UNP TIF recommends the proposed Rock Creek Entertainment District TIF Project Plan be approved.”

Young Family Athletic Center

The Oversight Committee received several updates on the new indoor multi-sport and aquatic center to be named the Young Family Athletic Center (YFAC). The facility opened in January 2024. The Committee discussed the lack of adequate parking at the facility. It was noted that an additional 115 spaces are planned in an area south of the complex that is also planned to be future expansion of the basketball court area. It was noted this expansion could be from six to eight years away. The Committee made a recommendation to maximize use of the extra parking at Crest by utilizing a “tram” system to shuttle visitors to and from this area.

Weather Museum

The Oversight Committee was presented information regarding a possible \$110 million Weather Museum within the proposed Team Norman Entertainment District. It was noted that \$15 million of “seed” money” was planned via a General Obligation Bond vote in the future.

Road Projects

The Oversight Committee received several updates during the year. It was noted that the City has applied for Federal funding for the 24th Avenue and Tecumseh intersection project.

Financial Updates

During each meeting, the Oversight Committee received updates on TIF District activities as they developed during the past reporting period. Attached to this report is financial information comparing the original projections of the Developer to the actual revenues.

Summary

Summarized information on collections and expenditures from the UNP TIF are attached.

**Norman TIF District No. 2
(University North Park Project)
Comparison of Projected with Actual Ad Valorem Tax Receipts
FINAL**

*Year construction was completed	Calendar Year payments received	Ad valorem generated in the TIF		
		Projected in 2006	Actual	Variance
2006	2008	\$288,842	\$174,584	(\$114,258)
2007	2009	\$818,899	\$590,230	(\$228,669)
2008	2010	\$843,466	\$1,356,392	\$512,926
2009	2011	\$868,770	\$1,567,358	\$698,588
2010	2012	\$1,621,408	\$1,540,824	(\$80,584)
2011	2013	\$1,670,050	\$1,910,428	\$240,378
2012	2014	\$2,094,419	\$2,063,744	(\$30,675)
2013	2015	\$2,951,200	\$2,372,138	(\$579,062)
2014	2016	\$3,509,324	\$2,281,824	(\$1,227,500)
2015	2017	\$3,614,604	\$2,869,382	(\$745,222)
2016	2018	\$5,077,370	\$3,199,689	(\$1,877,681)
2017	2019	\$5,308,944	\$3,379,382	(\$1,929,562)
2018	2020**	<u>\$5,468,212</u>	<u>\$3,339,367</u>	<u>(\$2,128,845)</u>
Total thru 2018		\$34,135,508	\$26,645,342	(\$7,490,166)
2019		\$5,632,259		
2020		\$5,952,613		
2021		\$6,131,191		
2022		\$6,315,127		
2023		\$6,670,005		
2024		\$6,870,105		
2025		\$7,176,603		
2026		\$7,740,323		
2027		\$7,972,632		
2028		\$8,211,708		
2029		\$8,458,059		
2030		<u>\$8,711,801</u>		
Total of all years projected		\$130,754,990		

*Taxes assessed the following year after completion (2006 in 2007) and received by City in subsequent subsequent year after assessment (2006 in 2008)

** As of 6/30/2021

**Norman TIF District No. 2
(University North Park Project)
Comparison of Projected with Actual Sales Tax Receipts
FINAL**

	Sales tax generated in the TIF	Gross Sales Tax from TIF	Variance of 2006 projections to Gross Actual	Transfer Adjustment	Total Incremental Sales Tax
	Projected in 2006	Actual		Actual	Actual
2006	\$830,207	\$635,198	(\$195,009)	\$347,035	\$288,163
2007	\$3,135,252	\$2,163,673	(\$971,579)	\$859,054	\$1,304,619
2008	\$3,229,310	\$3,496,022	\$266,712	\$921,480	\$2,574,542
2009	\$3,326,189	\$4,509,771	\$1,183,582	\$1,041,248	\$3,468,523
2010	\$5,917,544	\$5,571,570	(\$345,974)	\$1,264,471	\$4,307,099
2011	\$6,095,070	\$5,829,468	(\$265,602)	\$1,222,260	\$4,607,208
2012	\$6,277,923	\$6,311,986	\$34,063	\$1,104,767	\$5,207,219
2013	\$9,188,865	\$7,114,148	(\$2,074,717)	\$1,136,943	\$5,977,205
2014	\$9,464,531	\$8,973,191	(\$491,340)	\$946,703	\$8,026,488
2015	\$9,748,467	\$9,329,808	(\$418,659)	\$909,297	\$8,420,511
2016	\$13,015,985	\$10,279,622	(\$2,736,363)	\$1,085,206	\$9,194,416
2017	\$13,406,465	\$10,673,201	(\$2,733,264)	\$990,870	\$9,682,331
2018	\$13,808,658	\$11,003,941	(\$2,804,717)	\$1,054,555	\$9,949,386
2019	\$14,222,918	\$11,209,716	(\$3,013,202)	\$1,236,712	\$9,973,004
2020	<u>\$14,649,606</u>	<u>\$3,023,403</u>	<u>\$11,626,203</u>	<u>\$337,424</u>	<u>\$2,685,979</u>
Total thru 2020	\$126,316,990	\$100,124,718	-\$2,939,866	\$14,458,025	\$85,666,693
2021	\$15,089,094				
2022	\$15,541,767				
2023	\$16,008,020				
2024	\$16,488,260				
2025	\$16,982,908				
2026	\$17,492,395				
2027	\$18,017,167				
2028	\$18,557,682				
2029	\$19,114,413				
2030	<u>\$19,687,845</u>				
Total of all years projected	\$341,977,723				

UNIVERSITY NORTH PARK
 TAX INCREMENT FINANCE DISTRICT
 EXPENDITURE SUMMARY VS. REVERSED PROJECT PLAN BUDGET
 As Of June 30, 2024

Expenditure Category	BUDGET	FYE 2020	FYE 2021	FYE 2022	FYE 2023	FYE 2024	TOTAL	BALANCE
Traffic/Road Improvement Costs	\$ 5,024,394	-	1,451,614	48,472	3,669	1,459	1,505,414	\$ 3,518,980
Legacy Park Costs	\$ 250,000	225,000	-	-	5,025	-	230,025	19,975
Recreation Facilities Costs	\$ 5,154,762	-	4,776,381	378,381	-	-	5,154,762	-
Town Center Costs	\$ 5,000,000	-	-	-	-	-	-	5,000,000
Economic Development Costs	\$ 1,425,000	48,021	61,736	94,778	91,240	217,974	514,747	910,253
Miscellaneous Costs	\$ 125,000	62,840	11,485	3,678	4,610	1,500	84,113	40,887
TOTAL	\$ 16,879,156	\$ 336,861	\$ 6,301,216	\$ 525,307	\$ 104,744	\$ 220,933	\$ 7,489,081	\$ 9,490,095

File Attachments for Item:

10. CONSIDERATION OF AUTHORIZATION, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT FOR THE PURCHASE OF TWO REPLACEMENT PUMPS FROM AUTOMATIC ENGINEERING, INC. FOR THE PARK HILL LIFT STATION IN THE AMOUNT OF \$62,365 TO BE USED BY THE UTILITIES DEPARTMENT TO PROVIDE RELIABLE SANITARY SEWER SERVICE TO THE AREA.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/27/2024

REQUESTER: Scott Aynes, Utilities Manager

PRESENTER: Scott Aynes, Utilities Manager

ITEM TITLE: CONSIDERATION OF AUTHORIZATION, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT FOR THE PURCHASE OF TWO REPLACEMENT PUMPS FROM AUTOMATIC ENGINEERING, INC. FOR THE PARK HILL LIFT STATION IN THE AMOUNT OF \$62,365 TO BE USED BY THE UTILITIES DEPARTMENT TO PROVIDE RELIABLE SANITARY SEWER SERVICE TO THE AREA.

BACKGROUND:

The Utilities Department for the City of Norman currently operates 14 lift stations throughout the City to provide sanitary sewer service. To allow for ease of maintenance, reduced amount of replacement parts, and possibility for switching pumps between stations during emergency conditions, standardized submersible pumps from the same manufacturer are being installed for all lift stations when constructed or upgraded or when pumps require replacement.

DISCUSSION:

The Park Hill lift station was constructed by the developer in order to provide sewer service to the Red Canyon Ranch and Park Hill additions. The Red Canyon Ranch addition is currently under construction and will increase the flow to the Park Hill lift station.


Due to age of the existing pumps and the increased flow and consequence of failure, the pumps are proposed for replacement at this time. The goal is to get the replacement pumps in service before or close to the time of increase in flow to the Park Hill lift station.

Since the pumps are proposed as the sole source option for all lift stations, one quote for Automatic Engineering, Inc. (AEI) was requested and received. Additional quotes for this are not feasible since AEI is the only pump representative for this region.

Funding for this purchase, if approved, will be from Sewer Lift Station Rehabilitation, Materials (Account – Org 32192236, Object 46301; Project WW0338).

RECOMMENDATION:

Staff recommends approval of Authorization to purchase two replacement pumps from Automatic Engineering, Inc. for the Park Hill Lift Station in the amount of \$62,365 to be used by the Utilities Department.

Customer: City of Norman, OK Contact : Date: 07/19/2024 Phone: 405-366-5355 Fax: 405-366-5417 Project: Quote #: 7066471 Opp #: OP-600537	Automatic - Municipal Tulsa 8335 S 89th W Ave Tulsa, OK 74131 Phone: 918-585-5703 Fax: 918-585-5707	 AUTOMATIC ENGINEERING <small>A COGENT COMPANY</small>
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Dear ,

We are pleased to offer the following quote as requested.

Line No	Quantity	Description of Unit	Net Each	Net Ext.
1	2.00	Flygt NP3153 462-4 20/460/3	24,776.00	\$49,552.00
2	2.00	Mixed Flush Valve	5,204.00	\$10,408.00
3	1.00	Labor <ul style="list-style-type: none"> ■ 12 Hours Labor 45 Miles w/Boom Truck Freight 	2,405.00	\$2,405.00
			Total Quote:	\$62,365.00

Shipment: 4 - 6 week(s) after receipt of P.O.
 FOB Point: Shipping Point
 Terms of Payment: Upon Receipt
 Freight: Best Way - Allowed
 Quote Validity: 15 Days

We look forward to working with you on the current and future applications. Should you have any questions in regards to this quote or if we can be of any further assistance, please do not hesitate to contact us.

Quoted By:
 Jacob Rippy
 jrippy@cogentcompanies.com
 405-594-9024

Salesrep:
 Joel Kaufman
 jrkaufman@cogentcompanies.com

STANDARD TERMS AND CONDITIONS

Price is FOB shipping point and does not include any freight charges. Price does not include any applicable duties or sales tax, use tax, excise tax, value-added or other similar taxes that may apply to this equipment and/or project. Unless specifically stated, price does not include manual or automatic controls, starters, protective or signal devices, wiring, anchor bolts, gauges, vibration isolation devices, installation, startup or testing.

If the price is included in a proposal, the price is firm for receipt of an order within 15 days of the date shown on the proposal. Any additional terms and conditions included in the proposal are specifically included in these terms and conditions.

Unless otherwise expressly agreed to in writing by Seller, all shipments are FOB Seller shipping point at which point title also transfers.

Payment is due upon receipt of the invoice. An interest charge of 1-1/2% per month will be added to past due balances. Retainage of any invoiced amount is unacceptable unless specifically agreed to by Company at the time of order, and shall in no case exceed a period of 120 days. If payments are not timely received by Company, and this account is turned over to an attorney for collections, Customer agrees to pay all reasonable costs and attorney fees incurred in collection of the past due amounts.

Payment of 'commercial transaction' invoices by credit card will be charged a fee based upon Cogent's average discount rate for credit card transactions for the prior calendar year. This fee will change annually and is currently 2.55%.

All equipment either rented from or through Company is subject to all of the terms and conditions listed on the back of the rental contract. Pricing does not include any overtime running of power equipment.

In no event shall Company's obligations and liabilities under this Agreement include any direct, indirect, punitive, special, incidental or consequential damages or losses that Customer may suffer or incur in connection with this sale, service or rental, including, but not limited to, loss of revenue or profits, damages or losses as a result of Customer's inability to operate, perform its obligations to third persons or injuries to goodwill; nor shall Company's liability extend to damages or losses Customer may suffer or incur as a result of such claims, suits or other proceedings made or instituted against Customer by third parties. Customer remises, releases and discharges Company from any and all liability or damages which might be caused by failure to deliver any equipment within the agreed time by Company.

Customer shall be responsible for determining the good operating condition of all materials and equipment prior to accepting the materials and equipment. NO WARRANTY OR GUARANTEE, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY AS TO MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE IS MADE UNLESS THE SAME IS SPECIFICALLY SET FORTH IN WRITING AND ACCEPTED IN WRITING BY COMPANY, BUT IN SUCH CASE THE WARRANTY OR GUARANTEE IS LIMITED AS ABOVE PROVIDED. Notwithstanding the foregoing, Company will pass through to the Customer any warranty provided by the manufacturer of any equipment supplied by Company.

Customer covenants and agrees to defend, indemnify and hold Company harmless from any claims, damages or liability arising out of the use, maintenance or delivery of the equipment or materials purchased or rented hereunder. Customer shall further defend, indemnify and hold Company harmless from any and all damages to third persons or to property caused by Customer's use or possession of the equipment or materials, to the fullest extent allowable by law.

In connection with a proposal, if Customer has any further questions or comments regarding the proposal, please feel free to contact Company. If the proposal meets with Customer's approval, please sign, date and mail or fax a copy of the proposal back to Company's office, and the identified equipment will be ordered and/or scheduled for delivery.

This agreement shall be governed by the laws of the state where the Company's branch office is located from which the equipment is rented or purchased. Customer further agrees that venue and jurisdiction shall be appropriate in the county in which Company's branch office is located from which the equipment was rented or purchased. Any provisions hereof which may prove unenforceable under any law shall not affect the validity of any other provision hereof.

Revised March 2022

Xylem Water Solutions USA, Inc
2310 McDaniel Dr, Carrollton, TX 75006

July 26, 2024

To: City of Norman OK

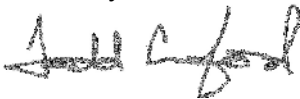
RE: Sole Source for Flygt pumps, parts and repair services and Flygt Multitrode controls

Please be advised that Cogent, Inc located at 8335 S. 89th W. Ave, Tulsa, OK is the only authorized Flygt distributor for the sale of Flygt pumps and Multitrode controls in the State of Oklahoma. This not only includes the Flygt pumps but also Flygt authorized parts and service. Cogent, Inc staff is properly trained to provide you with the best possible service available.

The terms of Cogent, Inc's contract with Flygt a Xylem brand is an ongoing partnership that is a continuing agreement.

Thank you for your interest in Flygt Products and Services. Please call if we can be of any further help.

Sincerely,



Todd Cranford
South Central Regional Sales Manager
Carrollton, TX
todd.cranford@xylem.com



File Attachments for Item:

11. CONSIDERATION OF AUTHORIZATION, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT FOR THE PURCHASE OF WATER FILTER PITCHERS FROM THE CLOROX SALES COMPANY IN THE AMOUNT OF \$33.52 PER PITCHER FOR AN ESTIMATED TOTAL PURCHASE AMOUNT OF \$184,360 AND SOLE SOURCE AUTHORIZATION.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/27/2024

REQUESTER: Nathan Madenwald, Utilities Engineer

PRESENTER: Nathan Madenwald, Utilities Engineer

ITEM TITLE: CONSIDERATION OF AUTHORIZATION, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT FOR THE PURCHASE OF WATER FILTER PITCHERS FROM THE CLOROX SALES COMPANY IN THE AMOUNT OF \$33.52 PER PITCHER FOR AN ESTIMATED TOTAL PURCHASE AMOUNT OF \$184,360 AND SOLE SOURCE AUTHORIZATION.

BACKGROUND:

Lead and copper rule revisions (LCRR) as developed by the United States Environmental Protection Agency will come into effect on October 16, 2024. A key component of this new rule is that a water filter pitcher, certified to NSF/ANSI Standard 53 for lead reduction, is required to be provided by the utility or public water system when certain activities are done on the water system that could dislodge scale on service lines. This particulate exposure will be reduced through flushing practices but the filter pitcher will further protect customers. The filter pitcher is required to have sufficient filter cartridges to provide use for a six-month period.

DISCUSSION:

Staff evaluated various options available to find the best solution to protect public and ensure that their filter operation would be easy on the customers and easily administered by Utilities staff. Through research, only one vendor is able to provide a filter pitcher that can serve the customer for a six month period on a single cartridge. This is critical for ease of use for the customer since replacement cartridges won't be lost or misplaced. Use of a single cartridge will also reduce staff administration since calls and time for lost replacement cartridges.

Another key additional feature for staff and customer ease of use is need for an indicator light to signify if the use of water has exceeded the life of cartridge. If a filter cartridge is overused, the removal efficiency for lead will decrease and could expose customers to higher lead levels. Therefore, an indicator on the filter pitcher will better protect customers by providing notification or an indication that the filter cartridge needs to be replaced.

The Brita Elite filter pitcher is the only model available on the market that includes a single cartridge that filter water for six months and includes an indicator light to identify the filter has

reached its end of life due to higher than average usage. The cost for the Brita Elite filter pitcher is \$33.52 per unit. For an estimated maximum of 5,500 filter pitchers to be purchased, the total estimated purchase amount is \$184,360. The stipulation associated with this will be that pitchers must be purchased in minimum orders of 400 units with a minimum annual purchase amount of 2,500 units.

Funding for the purchase of the pitchers will be from Lead Service Line Inventory/Replacement Materials (Account 31996684-46301; Project WA0384) which has an available balance of \$623,496.45.

RECOMMENDATION:

Staff recommends the authorization to purchase and sole source approval for the purchase of Brita Elite water filter pitchers in the amount of \$33.52 per filter pitcher with a total estimated purchase price of \$184,360 from the Clorox Sales Company.

Nathan Madenwald

From: Breck Bolton <BRECK.BOLTON@CLOROX.COM>
Sent: Friday, August 16, 2024 9:28 AM
To: Nathan Madenwald
Subject: EXTERNAL EMAIL : Norman/Brita

Hi Nathan,

This confirms the current price for the Brita Pacifica Pitcher (comes with one Elite filter) is \$33.52/unit. This price assumes each PO will be a minimum of 200 cases (400 pitchers)

To set you all up direct, I need you to be willing to purchase a minimum of 2500 units annually.

Thanks!

Breck S Bolton
Phone: 704-806-9601
Email: breck.bolton@clorox.com



File Attachments for Item:

12. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A COURT ORDER: A RECOMMENDATION FOR APPROVAL OF A COURT ORDER IN THE TOTAL AMOUNT OF \$22,032 REGARDING CASEY WILLIAM KRAEGER VS. THE CITY OF NORMAN, OKLAHOMA WORKERS' COMPENSATION COMMISSION CASE 2023-00969 R



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 8/27/24

REQUESTER: Jeanne Snider

PRESENTER: Jeanne Snider, Assistant City Attorney

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A COURT ORDER: A RECOMMENDATION FOR APPROVAL OF A COURT ORDER IN THE TOTAL AMOUNT OF \$22,032 REGARDING CASEY WILLIAM KRAEGER VS. THE CITY OF NORMAN, OKLAHOMA WORKERS' COMPENSATION COMMISSION CASE 2023-00969 R

BACKGROUND:

Casey William Kraeger is a Sanitation Worker II for the Utilities Department Sanitation and Waste Division. He was hired as a Sanitation Worker I on February 10, 2020 and promoted to Sanitation Worker II on August 13, 2021.

Mr. Kraeger filed claim CM-2023-00969 R with the Oklahoma Workers' Compensation Commission on February 16, 2023, alleging a single incident injury to the head, upper back, lower back, left hip and left knee from a motor vehicle collision on February 7, 2023. The claim was accepted and proceeded through the normal litigation process. A trial was held July 16, 2024 on the issue of nature and extent of permanent partial disability. On August 6, 2024, the Court awarded Mr. Kraeger 12 percent (\$15,552) Permanent Partial Disability (PPD) to the LUMBAR SPINE (with radicular symptoms to the LEGS) and 5 percent (\$6,480) PPD to the HEAD for a total award of \$22,032 to be paid to Mr. Kraeger weekly at the rate of \$360 commencing August 28, 2023 until the entire award is paid in full. It is recommended that the City comply with the Order. Further, because only a couple months would be left in the PPD payout, it is recommended that the total award be paid in full.

DISCUSSION:

Medical Treatment. Mr. Kraeger was initially examined at Norman Regional Occupational Medicine the day of his injury for a concussion and taken off work. Upon follow-up, he was assessed with a closed head injury and strain of thoracic and lumbar back region with left sided sciatica. He was treated conservatively to include prescriptions (muscle relaxers and steroid pack). Due to continued symptomatology, he was sent for a head CT on February 8, 2023 and magnetic resonance imaging (MRI) on February 15, 2023. The head CT imaging showed no acute intracranial abnormality. The MRI study revealed minimal L4-5 annular tear with no evidence of any acute structural or anatomic abnormalities or disk extrusions. After review of

the CT and MRI study, Mr. Kraeger was referred for a neurological evaluation for the concussion symptoms and pain management for lumbar epidural injections as well as physical therapy. Mr. Kraeger was seen by Dr. Jason Leonard for chronic left lower back pain and concussion. He underwent a series of epidural anti-inflammatory steroid injections at L4-5 which provided modest relief. Dr. Leonard then recommended a referral to neurosurgery. On March 7, 2023, Mr. Kraeger was seen by neurologist Dr. Gabriel Pitman and underwent occipital nerve blocks which reportedly provided improvement and an electroencephalography (EEG) study which was found to be within normal limits. A cervical MRI study performed on April 17, 2023 was also found to be within normal limits. On April 20, 2023, he was placed at maximum medical improvement (MMI) by Dr. Pitman from a neurology standpoint. Mr. Kraeger was seen by neurosurgeon Dr. Joseph Cox on May 16, 2023 for complaints of radiating back pain. He continued to follow-up with Dr. Cox and treated conservatively as surgery was not recommended. Physical therapy and bilateral lower extremities EMG were recommended. He was then seen by Dr. Hancock on May 18, 2023 and underwent the EMG nerve conduction studies for the lumbar spine and lower extremities and results were found to be within normal limits. He continued to follow-up with Dr. Cox. On June 12, 2023, he was released back to work and on August 28, 2023 released at MMI from a neurosurgical perspective. In addition, Mr. Kraeger was seen by Dr. Anil Dinu Patel on September 12, 2023 for post-injury blurry vision which resulted in a normal neuro op exam.

Issues for Trial. The issue tried on July 16, 2024, before the Oklahoma Workers' Compensation Commission was nature and extent of permanent partial disability benefits to the head, upper and lower back, and left hip and knee. Permanent partial disability is a factual determination made by the Workers' Compensation Commission Trial Judge based on doctors' opinions and medical records regarding the extent of permanent partial impairment.

Evaluations. On November 1, 2023, Mr. Kraeger was rated by Dr. Lance Rosson who opined 14% (\$18,144) impairment to the back, 16% (\$20,736) impairment to the head, and given entitlements to continuing medical benefits in the nature of prescription medications on an as-needed basis as well as other treatment that his treating physician or further selected physicians might deem necessary. The City then had Mr. Kraeger evaluated by Dr. William Jones on February 7, 2023. Dr. Jones opined 0% impairment for post injury headaches, 0% impairment to the head, and 7% (\$9,072) impairment to the lumbar spine. The Workers' Compensation Commission Trial Judge is free to make a ruling within the range of medical evidence presented at the time of trial. The City's maximum permanent partial impairment exposure would be \$38,880.

Court Award: The case was heard by the Workers' Compensation Commission on July 16, 2024. After hearing the Claimant's testimony and considering the expert medical evidence, the Court entered its Order on August 6, 2024. The Court found Mr. Kraeger's sustained compensable work-related injury to the HEAD and LUMBAR SPINE (with radicular symptoms to the LEGS) on February 7, 2023.

The Court's findings are set out in the Order as follows:

-3.- "That as a result of said injury, Claimant has sustained 12% Permanent Partial Disability to the LUMBAR SPINE (with radicular symptoms to the LEGS) and 5% Permanent Partial Disability to the HEAD. At Claimant's rate of compensation, this is equal to an award of \$22,032, which

shall be paid to Claimant weekly at the rate of \$360.00 commencing August 28, 2023, until the entire award is paid in full. All accrued amounts shall be paid in lump sum.”

As can be noted in No. 3 of the Commission’s Order, Permanent Partial Disability (PPD) compensation is expressed in terms of “weeks” of compensation with an accompanying “weekly wage rate.” Workers’ Compensation awards are normally paid at the weekly rates over a period of time. Mr. Kraeger’s weekly wage PPD rate is \$360.00. In this instance, the majority of the award has accrued.

-4.- “Maximum attorney fees of 20% of the permanent partial disability benefits are awarded herein, pursuant to 85A O.S., §82.”

If approved by Council, Mr. Kraeger and his attorney would be paid the accrued lump sum amount and attorney’s fee; however, because only a couple months would be left in the Permanent Partial Disability payout, it is recommended that the total award be paid in full.

Further, in complying with the Order, the City will incur additional costs and fees as set out in Paragraph Nos. 5 through 7. Special Occupational Health and Safety Fund Tax in the amount of \$165.24, Workers’ Compensation Administration Fund in the amount of \$440.64, filing fee to the Workers’ Compensation Court in the amount of \$140.00, and filing fee to Cleveland County in the amount of \$154.14. The costs and fees total \$900.02, which brings the total cost of this Order to \$22,932.02. Adequate funds are available in the Order/Settlements Account (43330102-42131).

-8.- “Pursuant to 85A O.S. § 31(7), For injuries occurring on or after July 1, 2019, a Multiple Injury Trust Fund assessment in the amount of \$660.96, representing (3%) of the Claimant’s permanent partial disability award shall be deducted and paid to the Oklahoma Tax Commission by the Respondent.

RECOMMENDATION:

The issues tried on July 16, 2024, were nature and extent of permanent partial disability benefits to the HEAD and LUMBAR SPINE (with radicular symptoms to the LEGS). The Court Award in this case is within the medical evidence submitted. It is not anticipated a more favorable ruling for the City could be achieved by further litigation. It is recommended that the City move forward to comply with this Order.

Acceptance of the Order would require payments as outlined above. The Order would be certified to the Cleveland County District Court to be placed on the property tax rolls for collection over the next three years in accordance with 85 O.S. § 313, 51 O.S. § 159, and 62 O.S. § 361, *et seq.* Certifying the Order to the property tax rolls would, in effect, reimburse the City’s Workers’ Compensation Fund over the next three years.

ORDER FILED
August 6, 2024

WORKERS'
COMPENSATION COMMISSION

CASEY WILLIAM KRAEGER)	
Claimant)	Commission File No.
)	CM3-2023-00969R
CITY OF NORMAN)	
Employer-Respondent)	Claimant's Social Security
)	Number: xxx-x6-9690
CITY OF NORMAN)	
Insurer)	

ORDER AWARDING PERMANENT PARTIAL DISABILITY BENEFITS

Hearing before Administrative Law Judge MOLLY H LAWYER on July 16, 2024, in OKLAHOMA CITY, Oklahoma.

Claimant appeared by counsel, JOSEPH C BISCONE II.

Respondent and insurance carrier appeared by counsel, JEANNE SNIDER.

I. FACTS AND STIPULATIONS

Claimant seeks a finding of compensable work-related injury to the HEAD and LUMBAR SPINE (with radicular symptoms to the LEGS) on February 7, 2023 and an award of permanent partial disability therefor. Respondent stipulates to jurisdictional issues and admits compensable work-related injury to the HEAD and LUMBAR SPINE. The parties are in agreement that rates for temporary total disability and permanent partial disability can be adjudicated at \$635.32 and \$360.00, respectively, and that the accrual date for permanent partial disability is August 28, 2023.

II. FINDINGS AND CONCLUSIONS

The Commission, having considered the evidence and records on file, and being duly advised in the premises, FINDS AND ORDERS AS FOLLOWS:

1. That on February 7, 2023, claimant sustained compensable work-related injury to the HEAD and LUMBAR SPINE (with radicular symptoms to the LEGS).
2. That claimant's rates for temporary total disability and permanent partial disability are adjudicated at \$635.32 and \$360.00, respectively.
3. That as a result of said injury, claimant has sustained 12% Permanent Partial Disability to the LUMBAR SPINE (with radicular symptoms to the LEGS) and 5% Permanent Partial Disability to the HEAD. At claimant's rate of compensation, this is equal to an award of \$22,032.00, which shall be paid to claimant weekly at the rate of \$360.00 commencing August 28, 2023, until the entire award is paid in full. All accrued amounts shall be paid in lump sum.
4. Maximum attorney fees of 20% of the permanent partial disability benefits are awarded herein, pursuant to 85A O.S., §82.

5. That pursuant to Title 85A O.S., §118, a final award fee of one hundred forty dollars (\$140.00) is taxed as a cost in this matter, and shall be paid by respondent to the Workers' Compensation Commission if not previously paid.
6. Pursuant to 40 O.S., §418, the Respondent-Insurer shall pay to the Oklahoma Tax Commission the Special Occupational Health and Safety tax in the amount of \$165.24, representing three-fourths of one percent of the total workers' compensation losses ordered herein, excluding medical payments and temporary total disability compensation.
7. Pursuant to 85A O.S., §122(B)(2), Respondent, if OWN RISK, shall pay a workers' compensation assessment in the amount of \$440.64 to the Oklahoma Tax Commission, representing two percent (2%) of the (permanent disability benefits) herein.
8. Pursuant to 85A O.S. § 31(7), For injuries occurring on or after July 1, 2019, a Multiple Injury Trust Fund assessment in the amount of \$660.96, representing (3%) of the Claimant's permanent partial disability award shall be deducted and paid to the Oklahoma Tax Commission by the Respondent.

IT IS SO ORDERED.

DONE this 5th day of AUGUST, 2024.

BY ORDER OF:



MOLLY H LAWYER
ADMINISTRATIVE LAW JUDGE

mp/CRichardson

A copy of this order was sent by electronic mail or registered mail on this file stamped date to:

Claimant's Attorney:

JOSEPH C BISCONE II
105 N HUDSON AVE STE 100
OKLAHOMA CITY, OK 73102-4801

Respondent's Attorney:

JEANNE SNIDER
PO BOX 370
NORMAN, OK 73070

I do hereby certify that the above and foregoing is a true and correct copy of the original order signed by the Judge herein. Witness by my hand and the official seal of this Commission on this date.



Norma McRae
Commission Clerk
August 6, 2024

Casey William Kraeger v. City of Norman

CM3-2023-00969 R (Head, Upper & Lower Back, L Hip & Knee
 SS# XXX-X6-9690; Atty: Biscone
 City Council Date 8/27/24

Date of Injury: 2/7/23 (SI)
 PPD Wage: \$360

Trial Date: 7/16/24 Order Date: 8/8/24
 DOH: 2/10/20
 MMI: 9/12/23 DOR: N/A

Memo
 Resolution N/A
 Purchase Requisitions

Court Order

Permanent Partial Disability Settlement

\$15,552.00 12% Lumbar Spine
 \$6,480.00 5% Head

Total Award (PPD)

\$ 22,032.00

**Per Order
 Commencing 8/28/23**

Attorney Fees (20% of PPD)

\$ (4,406.40)

Net to Claimant

\$17,625.60

Biscone/Kraeger

Total Award (PPD)

\$22,032.00

Less Multiple Injury Trust Fund (3% of PPD)

\$ (660.96)

11739

43330102-42134

Total to Attorney & Claimant Less MITF

\$21,371.04

20400

43330102-42131

City's Settlement Costs (953-092)

Workers Comp. Admn. Fund (2% of PPD)
 Occupational & Health Trust Fund (0.75%)
 Filing Fee - Workers Compensation Commission

\$ 440.64
 \$ 165.24
 \$ 140.00
 \$ **745.88**

Vendor

2267 43330102-42133
 1950 43330102-42135
 12122 43330102-44704

Filing Fee - Cleveland County District Court

\$ 154.14
 \$ **900.02**

434 43330102-44703

Total Settlement Cost

\$22,932.02

IF Compromise Settlement
 Affidavit of Foreign Judgment
 Assignment of Judgment
 Checks with case name on them
 Certificate of Mailing

11 x
 4
 4
 1
 3 x

x
 x

File Closing procedure

Completion
 Date

- Send Tax Roll Memo to Finance (1st) w/Agenda Approval
- Send in Taxes to Tax Commission
- Send filing fee to Comp Court
- Mail Certified Copy of JP or CS - Mail to all providers
- File Affidavit & Assigment in District Court
- Send Tax Roll Memo to Finance (1nd) w/Aff & Assignment
- Final Letter to Attorney (Sending Aff/Assignment)
- Log onto Legal's tracking spreadsheet (Legal/WC/Audits)
- Index in file list & place in storage
- Send Closing Letter to Claimant's Attorney

File Attachments for Item:

13. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CITY'S APPLICATION FOR PERMISSION TO CARRY ITS OWN RISK WITHOUT WORKERS' COMPENSATION INSURANCE IN THE AMOUNT OF \$1,000.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/27/2024

REQUESTER: Clint Mercer

PRESENTER: Clint Mercer, Chief Accountant

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE CITY'S APPLICATION FOR PERMISSION TO CARRY ITS OWN RISK WITHOUT WORKERS' COMPENSATION INSURANCE IN THE AMOUNT OF \$1,000.

BACKGROUND:

Title 85A of Oklahoma Statutes requires the City, as an employer, to provide Workers' Compensation to its employees who are injured on the job. Workers' Compensation can be provided by buying private workers' compensation insurance, applying for coverage under a state-run insurance plan (now "CompSource"), or carrying its own risk as a self-insured employer.

The City has elected to operate as a self-insured employer covering its own risk associated with workers' compensation losses at least since 1988. By electing to "self-insure," the City does not purchase insurance from an outside insurance agency but rather pays such claims as they are ordered by the Court or agreed to by the City. To make sure funds are available to compensate injured workers fairly, the City budgets annually for anticipated workers' compensation claims. The budgets are established through internal service charge "premiums" in each departmental budget based on the number of employees in the department/division. The "premiums" are then paid to the Worker's Compensation revenue account (439-371732) in the City's Risk Management Fund.

The decision of previous Councils to self-insure has been strictly a financial decision resulting in cost savings to the City. Over the years, it has been more cost effective for the City to carry its own risk of workers' compensation claims than to buy insurance coverage.

In order to self-insure, it is necessary each year for the City to complete an application to the State of Oklahoma Worker's Compensation Commission for permission to be "own risk" (i.e., self-insure) and pay a \$1,000 fee. The City's current own risk permit will expire on November 1, 2024 but application for renewal must be submitted 60 days prior to the expiration date.

DISCUSSION:

Please find included with this agenda item the City's application for permission to carry its "own risk" for Worker's Compensation (with attachments). The information contained in the application is designed to help the Workers' Compensation Commission Administrator assess the City's ability, through budgeting of adequate reserves, to financially manage the anticipated workers' compensation claims that may be incurred over the permit period. The application asks for similar information that is requested by the Workers' Compensation Commission annually. It is anticipated the City's application will be approved by the Workers' Compensation Commission Administrator, if the Council authorizes the City to present it.

RECOMMENDATION:

It is recommended that the City Council approve this application for submission to the State of Oklahoma Workers' Compensation Commission and pay the \$1,000 fee. Funding is available in the Risk Management Fund, Other Professional Services (43330104-44099).

Denver H. Davison Courts
1915, North Stiles Avenue
Oklahoma City, OK 73105-4918
(405) 522-3222 | wcc.ok.gov



Oklahoma Workers' Compensation Commission

IOR INTAKE

Permit Number : IOR2023-000080 - Expiration Date :
11/01/2024

*Required Field

Contact Information

Previous 1 2 3 4 5 6 7 8 9 10 11 Next Cancel

Primary Contact Name

RICKY

Middle Name

KNIGHTON

CITY ATTORNEY

Primary Contact Email

rick.knighton@normanok.gov

Primary Contact Phone Number

(405) 366-5414

rick.knighton@normanok.gov

Secondary Contact Name

CLINT

Middle Name

MERCER

CHIEF ACCOUNTANT

Secondary Contact Email

clint.mercer@normanok.gov

Secondary Contact Phone Number

(405) 217-7720

clint.mercer@normanok.gov

Medicare Reporting Contact

Learn More

PAMELA CHAN

Who administers Workers Compensation Claims?

Learn More

In-house Benefits Administrator

In-house Benefits Administrator License Number

N/A

In-house Benefits Administrator Name

JEANNE

Middle Name

SNIDER

Previous 1 2 3 4 5 6 7 8 9 10 11 Next Cancel

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Oklahoma Workers' Compensation Commission

The undersigned, an employer subject to the provisions of the Administrative Workers' Compensation Act, hereby applies for permission to carry its own risk without insurance. To enable the Workers' Compensation Commission to determine whether or not the applicant possesses sufficient financial ability to render certain the payment of any award made by the Commission, said applicant hereby states the following:

IOR INTAKE

Permit Number : IOR2023-000080 - Expiration Date :
11/01/2024

*Required Field

Employer Section

Legal Business Name

CITY OF NORMAN

Federal Identification Number (FEIN)

73-6005350

If employer does, or has done business under another name in Oklahoma, including any trade name, list those names

Business Name

FEIN

Add

Previous 1 2 3 4 5 6 7 8 9 10 11 Next Cancel

Nature of Business

Learn More

Government

Industry Classification

Learn More

Other

Physical Address

Learn More

225 N WEBSTER AVE

Suite/apt/room

NORMAN

OK

73069

Mailing Address same as Physical Address

Oklahoma Principal Office Address same as Physical Address

Previous 1 2 3 4 5 6 7 8 9 10 11 Next Cancel



Oklahoma Workers' Compensation Commission

Denver N. Davison Courts
1915, North Stiles Avenue
Oklahoma City, OK 73105-4918
(405) 522-3222 | wcc.ok.gov

IOR INTAKE

Permit Number: IO#2023-000080 - Expiration Date:
11/01/2024

*Required Field

Additional Named Insureds

Would the applicant employer like to request additional subsidiaries, divisions, affiliates, parent or holding company, trade names, DBA, or any other company to be named on the permit

Learn More

No

Previous 1 2 3 4 5 6 7 8 9 10 11 Next Cancel

Does the applicant employer have other subsidiaries, divisions, affiliates, parent or holding company, trade names, DBA, or any other company to be excluded from the permit. Advise whether those employers/companies are included under another Own Risk License, or if workers' compensation obligations are insured and by what Insurance Carrier Name.

No

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Denver H. Davison Courts
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Oklahoma Workers' Compensation Commission

IOR INTAKE

Permit Number: IOR2023-000080 - Expiration Date:
11/01/2024

*Required Field

General Company Information

Years in Business

+100 years

+100 years

Number of employees currently employed

1000+

1000+

Estimated payroll in Oklahoma for the next twelve (12) months

\$97,104,204

Total self insurance Net Reserves Outstanding for all years

\$446,561

Net Reserves Outstanding = Current Reserves Minus Any Expected Excess Carrier Reimbursements

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Provide the total payroll for each of the past three years. Estimates may be provided.

Year	Overall Payroll	Oklahoma Payroll
2023	\$87,657,991	\$87,657,991
2022	\$87,657,991	\$87,657,991
2021	\$83,440,835	\$83,440,835

Add Row

Previous 1 2 3 4 5 6 7 8 9 10 11 Next Cancel



IOR INTAKE

Permit Number: IOR2023-000080 - Expiration Date:
11/01/2024

*Required Field

Claim Information

Previous 1 2 3 4 **5** 6 7 8 9 10 11 Next Cancel

Upload Oklahoma loss history for the current and past five (5) years. This information may be obtained from your former carrier(s) if previously secured workers' compensation obligations through traditional insurance. Note: An actuarial report may be requested by the Commission. Please use the template to record the losses. [Download the template here.](#) Data in a non-compliant format may lead to delays.

Provide Link here or select/drag file below

+ Select a file

Total Self Insurance Net Reserves Outstanding for All Years of Self Insurance in Oklahoma (Net Reserves Outstanding = Current Reserves Minus Any Expected Excess Carrier Reimbursements)

\$446,561

Total Self Insured Open Cases for All Years of Self Insurance in Oklahoma

38

Estimated manual premium (may be obtained from your carrier)

\$1,512,500

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Item 13.



Oklahoma Workers' Compensation Commission

IOR INTAKE

Permit Number : IOR2023-000080 - Expiration Date :
11/01/2024

*Required Field

Excess Insurance Details

Do you have excess insurance?

No



Oklahoma Workers' Compensation Commission

Denver N. Davison Court
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Oklahoma City, OK 73105-4818
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Item 13.

IOR INTAKE

Permit Number : IOR2023-000080 - Expiration Date :
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*Required Field

Appropriation Details

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Amount appropriated for workers' compensation claims current Fiscal Year

\$2,143,500

Fiscal Year Range

07/01/2024

06/30/2025

Amount appropriated for workers' compensation claims the next Fiscal Year, if available

\$xxx.xx

Any other reserved funds allocated for payment of prior years' open claims

\$xxx.xx

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IOR INTAKE

Permit Number: IOR2023-000080 - Expiration Date :
11/01/2024

*Required Field

Designated Service Agent

Previous	1	2	3	4	5	6	7	8	9	10	11	Next	Cancel
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The applicant employer must designate a single agent for service of notice by filing this Designation of Service Agent form with the Commission.

Consistent with Workers' Compensation Commission Rule 810:10-1-10 or -11, once a claim for compensation is filed, the Commission will send all notices and correspondence to the designated agent, until an entry of appearance or a notice of substitution of attorney is filed as provided in Commission Rules 810:10-1-10 or -11.

The following information is required and must be amended whenever a change of service agent is made.

Designated Service Agent Company Name

DEEDRA VICE

Agent Phone Number

(405) 366-5422

Agent Primary Contact Name

DEEDRA

Middle Name

VICE

Agent Primary Email Address

deedra.vice@normanok.gov

Agent Primary Contact Phone

(405) 366-5422

Agent Mailing Address

201 W GRAY ST

Suite/apt/room

NORMAN

OK

73069

Physical Address same as Mailing Address

Do you want to add a secondary contact?

Yes

Agent Secondary Contact Name

CLINT

Middle Name

MERCER

Agent Secondary Email Address

clint.mercer@normanok.gov

Agent Secondary Contact Phone

(405) 217-7720

Previous	1	2	3	4	5	6	7	8	9	10	11	Next	Cancel
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IOR INTAKE

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*Required Field

Documentation

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The security of public information that may be confidential is of the utmost concern to the Workers' Compensation Commission. Personally identifiable information submitted to the CaseOK system is encrypted, and all data is backed up nightly to a secure offsite server. The Data Center used to host CaseOK is a Tier 3 Data Center, offering a high level of security through multiple redundancies, power and cooling sources.

The Employer's most recent audited financial statements, including balance sheet, income statement, statement of cash flows, and notes (If the company does not have audited financial statements, unaudited financial statements signed by two company executives may be submitted)

Provide Link here or select/drag file below

+ Select a file

Appropriations.xls ✕

Provide a signed letter on official letterhead indicating that appropriated funds are placed into a segregated fund, in compliance with Commission Rule 810:25-9-11

Provide Link here or select/drag file below

+ Select a file

Designated Funds Letter.doc.pdf ✕

If the Employer has employees at multiple Oklahoma locations, a list of all locations, with the full address for each location.

Provide Link here or select/drag file below

+ Select a file

Proof of Excess Insurance (the most current certificate; a current certificate is required for final approval). The Workers' Compensation Commission should be listed as the Certificate Holder or Regulatory Authority.

Provide Link here or select/drag file below

+ Select a file

Loss runs for the past five years. Loss runs should contain a summary for each year, containing total \$ paid (including any expenses) and total reserve \$ outstanding. Data that identifies individual employees may be redacted. Actuarial reports are not required but are helpful if available.

Provide Link here or select/drag file below

+ Select a file

OJI Payments Breakout by Year FY24.xls ✕

A copy of the minutes from the board meeting where the appropriated amount was approved.

Provide Link here or select/drag file below

+ Select a file

MEET-Minutes-a8c11a5c124e4fcabcea1b3323710e82.pdf ✕

Previous 1 2 3 4 5 6 7 8 9 10 11 Next Cancel



Oklahoma Workers' Compensation Commission

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Item 13.

IOR INTAKE

Permit Number : IOR2023-000080 - Expiration Date :
11/01/2024

*Required Field

Agreement And Signature

Previous	1	2	3	4	5	6	7	8	9	10	11	Next	Cancel
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* A nonrefundable \$1,000 application fee, payable to the Oklahoma Workers' Compensation Commission.

In consideration of the approval of this application, the applicant hereby expressly agrees as follows:

- a. The applicant's privilege to carry its own risk without insurance may be revoked at any time for good cause by the Workers' Compensation Commission.
- b. The applicant agrees to notify the Commission of any change in its financial condition or ownership in the interim period between applications, such as a net financial loss, which may impact the applicant's financial ability to pay its workers' compensation obligations.
- c. The applicant agrees to comply with all applicable statutes and the rules of the Workers' Compensation Commission.

Administrative Workers' Compensation Act, 85A O.S., §6(A)(1)(a): "Any person or entity who makes any material false statement or representation, who willfully and knowingly omits or conceals any material information, or who employs any device, scheme, or artifice, or who aids and abets any person for the purpose of: (1) obtaining any benefit or payment ... shall be guilty of a felony."

Any person who commits workers' compensation fraud, upon conviction, shall be guilty of a felony punishable by imprisonment, a fine or both

I Type your name here * declare under penalty of perjury that I have examined this application and all statements contained herein, and to the best of my knowledge and belief, they are true, correct and complete.

* Sign in the box below * Upload your signature

Clear

Previous	1	2	3	4	5	6	7	8	9	10	11	Next	Cancel
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File Attachments for Item:

14. CONSIDERATION OF THE ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A DONATION IN THE AMOUNT OF \$30,610 FOR A KITCHEN RENOVATION AT THE REAVES PARK BUILDING, LOCATED AT 121 EAST CONSTITUTION.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 8/27/2024

REQUESTER: Mitchell Richardson, Recreation Manager

PRESENTER: Jason Olsen, Director of Parks and Recreation

ITEM TITLE: CONSIDERATION OF THE ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A DONATION IN THE AMOUNT OF \$30,610 FOR A KITCHEN RENOVATION AT THE REAVES PARK BUILDING, LOCATED AT 121 EAST CONSTITUTION

BACKGROUND:

In July 2023, the Parks and Recreation Department released Request for Proposal 2324-8 to solicit proposals for community programming within the Reaves Park Center at 121 East Constitution Street. The Reaves Park Center most recently served as a construction office for the construction company working on the Reaves Park Norman Forward Renovation. When the construction company vacated the facility in the spring of 2023, the Parks and Recreation Department desired to solicit an operator to activate the area and bridge programming gaps in the Norman community.

In November 2023, the City Council approved a contract with the Center for Children and Families, Inc. (CCFI) to operate the Reaves Park Center as a Norman Teen Center for Boys and Girls Club. CCFI hopes to open the Teen Center in the 2024-25 school year.

CCFI approached the City of Norman Parks and Recreation Department regarding kitchen renovation at the Reaves Park Building located at 121 East Constitution. The kitchen renovation is valued at \$30,610.

The Norman Board of Park Commissioners unanimously recommended on August 6, 2024, that the City Council accept this donation for a kitchen renovation at the Reaves Park Building.

DISCUSSION:

Chapter 12, Section 12-110 states that the City Council must first accept any item donated to the City with a value above \$250. Furthermore, Chapter 2, Section 2-311 states that "the City shall accept all donations of public art, as defined herein, that are made in accordance with article I, section 4 of the Charter. . . ." Article I, Section 4 of the City Charter allows the City to "receive bequests, gifts, and donations of all kinds of property in fee simple or trust for charitable or public purposes and perform all acts necessary to carry out the purposes of such bequests,

gifts, donations or trusts, with power to manage, sell, lease or otherwise dispose of same in accordance with the terms of the bequest, gift, donation, or trust."

Project: Zena's Kitchen

Zena's Kitchen is set to provide a state-of-the-art kitchen facility that can be utilized for community events, cooking classes, and other recreational activities, thereby enhancing the amenities available at Reaves Park and promoting increased usage and community involvement.

Zena's Kitchen is a project spearheaded by Assignment Hope International, Inc., aimed at renovating the kitchen at the Reaves Park Building. This initiative is part of a broader effort to refurbish the entire building in collaboration with the CCFI and the Boys and Girls Club in Norman. CCFI has diligently prepared a comprehensive plan and budget to ensure the successful implementation of this kitchen renovation project. This project represents a significant donation to the City of Norman, with all necessary funds secured by Assignment Hope International, Inc., requiring no additional financial support from the City.

RECOMMENDATION:

Staff recommends acceptance of a donation valued at \$30,610 for the renovation of the kitchen at the Reaves Park Community Center.

Assignment Hope International, Inc.
 Budget for Zena's Kitchen

Items	Budget Amount	
Construction		
Permits - City of Norman	\$	200.00
Demo (Labor and Haul off)	\$	1,200.00
Flooring	\$	2,550.00
Cabinets	\$	3,000.00
Countertops	\$	2,250.00
Electrical (add/change outlets)	\$	1,000.00
Plumbing (including fixtures)	\$	1,500.00
Paint	\$	1,500.00
Trim	\$	350.00
Stainless Steel Sink	\$	450.00
Subtotal	\$	14,000.00
Appliances		
Appliances standard	\$	2,500.00
Appliances commercial	\$	6,000.00
Small appliances	\$	650.00
Subtotal	\$	9,150.00
Additional kitchen supplies/items		
Art/Custom Sign	\$	500.00
Large Gatorade drink dispenser	\$	100.00
Large rolling trash can	\$	50.00
Floor mat (rubber with holes)	\$	100.00
Open shelving unit	\$	125.00
Closed storage unit	\$	250.00
3 shelf rolling cart	\$	65.00
Silverware	\$	200.00
Cookware	\$	350.00
Bakeware	\$	300.00
Subtotal	\$	2,040.00
Cooking class supplies/items		
Plates/Bowls	\$	75.00
Serving Utensils	\$	100.00
Serving pieces	\$	100.00
Cutting boards	\$	80.00
Measuring cups/spoons	\$	80.00
Mixing bowls	\$	200.00
Food storage containers	\$	250.00
Rolling island/countertop	\$	300.00
2 burner electric cooktop	\$	85.00
Flat griddle cooktop	\$	150.00
Subtotal	\$	1,420.00
Contingencies	\$	4,000.00
Total Budget	\$	30,610.00

File Attachments for Item:

15. CONSIDERATION OF ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A DONATION OF ACTIVE THREAT RESPONSE PROTECTIVE EQUIPMENT VALUED AT \$10,000 FROM THE DICKEY FOUNDATION TO BE USED BY THE NORMAN FIRE DEPARTMENT.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/27/2024

REQUESTER: Jason Smith

PRESENTER: Jason Smith, Assistant Fire Chief

ITEM TITLE: CONSIDERATION OF ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A DONATION OF ACTIVE THREAT RESPONSE PROTECTIVE EQUIPMENT VALUED AT \$10,000 FROM THE DICKEY FOUNDATION TO BE USED BY THE NORMAN FIRE DEPARTMENT

BACKGROUND:

Section 12-111 of the City Code requires that the City Council accept all donations with a value greater than \$250 received by the City prior to the use or disbursement of same. Therefore, it is requested that Council review and consider the following items for acceptance and use by the Norman Fire Department.

DISCUSSION:

The Norman Fire Department (NFD) sought funds to equip personnel with personal protective equipment (PPE) to safely respond to emergencies potentially involving firearms. The Norman Fire Department submitted a grant application to the Dickey Foundation for personal protective equipment (PPE), including ballistic helmets with tactical mounted flashlights that will improve the safety of fire personnel during an active threat situation. The Board of Directors of the Dickey Foundation reviewed and approved the grant application. The Dickey Foundation will pay Safariland for the equipment that will be delivered to the Norman Fire Department.

RECOMMENDATION:

It is recommended that City Council accept PPE equipment in the form of ballistic helmets and tactical mounted flashlights for the Norman Fire Department valued at \$10,000.



TDF Grant Guidelines

1. The Dickey Foundation provides grants to help protect first responders.
2. The Dickey Foundation reviews grant submissions on a quarterly basis.
3. The Dickey Foundation does not sponsor events – luncheons, dinners, galas, auctions, races, tournaments, festivals, school events, etc.
4. The Dickey Foundation does not make grants to individuals.
5. The Dickey Foundation does not provide food donations. If you would like to request a donation from Dickey's Barbecue, please contact your nearest restaurant, which can be found here: <https://www.dickeys.com/location/search-by-state>
6. If your request is not related to our mission of protecting first responders, we will be unable to respond to your request.

The Dickey Foundation Grant Application

Name and Title: [Jason Smith, Assistant Chief](#)

Organization Name: [Norman Fire Department, Norman, OK](#)

Chief's Name: [Travis King, Fire Chief](#)

Project name: [Active Threat Response Protective Equipment](#)

Address: [415 E. Main Street](#)

Phone: [\(405\) 307-7200](#)

Email: devra.smith@normanok.gov

Organization History: [Founded in 1894 by a handful of courageous people. Today, the Norman Fire Department has 160 members and responds to all emergencies.](#)

What type of organization: [The Norman Fire Department is part of the local government of the City of Norman, OK.](#)

Organizational Structure (Staff, Board, Volunteers): [The Fire Chief oversees fire department operations with the help of Command Staff.](#)

Organization's Programs & Services (please include brief descriptions of each)

Type of Request: [This request is for personal protective equipment \(PPE\) that will keep fire personal safe during an active threat situation.](#)

Organization Budget – Please submit an organizational budget including basic income and expense information. [Please see the attachment.](#)

Project Budget – Please submit a Project/Program Budget for this Request: [Please see the attachment.](#)

Amount Requested: [\\$10,000](#)

Please note any matching funds that may be available for this project: There are no matching funds.

Description of Program/Project that you are requesting funding for: Active threats (shooters) is an all too common occurrence. The Norman Fire Department (NFD) is seeking funds to equip personnel with personal protective equipment (PPE) to safely respond to these emergencies. With over 600 Active Shooter incidents in 2023, it has become necessary for fire personnel to form early entry teams for deployment into these events. Once approved by law enforcement, these teams treat and remove victims to a safe location as quickly as possible for increased survivability. The number one cause of death in an active shooter event is excessive bleeding that could have been controlled. This program provides safety equipment allowing for the deployment of Rescue Task Forces (RTF) to provide lifesaving care to these victims. The early medical intervention provided by these RTFs has become the industry standard (NFPA 3000), allowing bleeding to be controlled and dramatically reducing the fatality rate. These teams are able to deploy early into the victim area because of the increased safety provided by this equipment. There is no substitute for this equipment.

Description of Need: Sixteen (16) Ballistic Helmets \$8800 and sixteen (16) Tactical Mounted Flashlights \$1800.

Specific Activities & Timeline: The NFD is already training with partnering agencies in an effort to be better prepared and better equipped. Right now, the NFD does not have any helmets.

Objective or Goals for this Request (How will this grant help to protect first responders): This program provides safety equipment allowing for the deployment of Rescue Task Forces (RTF) to provide lifesaving care to these victims. The early medical intervention provided by these RTFs has become the industry standard (NFPA 3000), allowing bleeding to be controlled and dramatically reducing the fatality rate. These teams are able to deploy early into the victim area because of the increased safety provided by this equipment.

Name of Community/Communities Served by the Request: While Norman, Oklahoma will be the primary community served, the program reaches other communities as well. For example, fire department personnel are now members of a newly formed county-wide SWAT Team. Additionally, any of our neighboring partners (Oklahoma City, Moore, Little Axe, and Noble) could also be served through our mutual aid agreements.

How does this project align with the mission of the Dickey Foundation? This project provides safety for our first responders, allows for a quicker and more prepared response to our community, and allows first responders to return safely to their families at the end of a shift.

What recognition will The Dickey Foundation receive? The Dickey Foundation will receive full credit before the Mayor, city council, and city dignitaries.

Other (Use this space to provide any additional information that you feel would be relevant to this grant request that is not covered in the section above or respond to any other questions an individual grant maker may have). We hope an active threat situation never happens in our municipality. However, we do understand it is important to prepare for one. Researchers discovered that lives will be saved if fire and EMS personnel enter the scene under a controlled environment to provide medical care. Doing so means equipping our personnel with safety gear so that at the end of the shift our personnel go home to their families.

**CITY OF NORMAN
NEW / EXPANDED / REPLACEMENT PROGRAM REQUEST FORM
FISCAL YEAR ENDING 2025**

Item 15.

DUE DATE: JANUARY 31, 2024

DEPARTMENT / DIVISION: Fire Suppression
REQUEST INITIATED BY: Chad Roney, Battalion Chief

FUND NUMBER: _____
DATE: 1/16/2024

PLEASE CHECK THE TYPE OF REQUEST:

NEW PROGRAM

EXPANDED PROGRAM

REPLACEMENT

REQUEST DESCRIPTION:

Active Shooter Response Personal Protective Equipment

With over 600 Active Shooter incidents in 2023, it has become necessary for fire personnel to form early entry teams for deployment into these events. Once approved by law enforcement, these teams treat and remove victims to a safe location as quickly as possible for increased survivability. The number one cause of death in an active shooter event is excessive bleeding that could have been controlled. This program provides safety equipment allowing for the deployment of Rescue Task Forces (RTF) as described in the NFD active shooter policy, to provide life saving care to these victims. The early medical intervention provided by these RTFs has become the industry standard (NFPA 3000), allowing bleeding to be controlled and dramatically reducing the fatality rate. These teams are able to deploy early into the victim area because of the increased safety provided by this equipment. There is no substitute for this equipment.

IF YES, CHECK BOX AND COMPLETE CORRESPONDING FORM(S)

DOES THE REQUEST INVOLVE A NEW POSITION OR A POSITION RECLASS / UPGRADE? **NEW POSITIONS / RECLASSIFICATIONS FORM**

DOES THE REQUEST INVOLVE I.T. EQUIPMENT (COMPUTERS, PHONES, ETC.) **INFORMATION TECH REQUEST FORM**

DOES THE REQUEST INVOLVE FLEET EQUIPMENT/ VEHICLES? **FLEET NEW / REPLACEMENT CAPITAL EQUIPMENT**

ITEMIZED DESCRIPTION:	RECURRING? CHECK IF YES	EXPENSE / REVENUE ACCOUNT #	INCREASE / DECREASE (REVENUE)
16 Ballistic Helmets			\$8800
16 Tactical Mounted Flashlights			\$1800
TOTAL			\$10,600

1. IF THE REQUEST IS FUNDED, HOW WILL IT ASSIST THE DEPARTMENT / DIVISION IN MEETING ITS GOALS / OBJECTIVES?

WHAT WILL BE ACCOMPLISHED IF FUNDING IS APPROVED?

This equipment allows for early victim removal and increase survivability. It allows for the safe deployment of fire department personnel with law enforcement to operate in Rescue Task Forces (RTF), allowing early medical intervention for bleeding control and extrication. This will significantly reduce the fatality rate. There is no substitute for this equipment.

2. WHAT IS THE PROBLEM THAT FUNDING THE REQUEST WILL ALLOW THE DEPARTMENT / DIVISION TO ADDRESS?

This equipment allows the number one NFD objective of life safety to be prioritized by increasing victim survivability and fire personnel protection. These teams are able to deploy early into the victim area because of the increased safety provided.

3. WHAT OTHER ALTERNATIVES EXIST FOR DEALING WITH THE PROBLEM THAT HAS BEEN DESCRIBED, IF FUNDING FOR THE REQUEST IS NOT APPROVED?

No other alternatives exist to allow for early medical intervention, victim extraction or personnel protection. Without this equipment, there will be enhanced risk for victims and personnel.

4. WHAT WILL BE ACCOMPLISHED IF FUNDING FOR THE REQUEST IS APPROVED?

A higher level of safety will be accomplished for victims and personnel. In a mass casualty situation with an active shooter, fire personnel will be able to enter victim areas with a higher level of safety and chance of victim survival.

5. IF THE REQUEST IS FOR A NEW PROGRAM, PLEASE FILL OUT THE PERFORMANCE MEASUREMENT WORKSHEET SECTION LISTING 3-5 PERFORMANCE MEASUREMENT INDICATORS. (THINK ABOUT HOW YOU WILL MEASURE THE SUCCESS OF THE PROGRAM)

6. ADDITIONAL INFORMATION FOR CONSIDERATION?

Thousands of victims have died unnecessarily from bleeding out due to the lack of early entry. Law enforcement and fire departments across the nation have adopted an early intervention approach with great success in life safety of victims and personnel.

DEPARTMENT HEAD SIGNATURE REQUIRED: _____

CONSOLIDATED FUND SUMMARY
CITY-WIDE REVENUES AND EXPENDITURES
ALL FUNDS COMBINED

Item 15.

	<u>FYE 21 Actual</u>		<u>FYE 22 Actual</u>		<u>FYE 23 Budget</u>		<u>FYE 23 Est.</u>		<u>FYE 24 Prelim</u>		<u>FYE 24 Adopted</u>
Total Combined Fund Revenues											
Sales Tax	\$ 97,357,598	20.8%	\$ 113,027,462	4.0%	\$ 117,565,683	-2.2%	\$ 114,962,976	2.3%	\$ 117,565,683	0.0%	\$ 117,565,683
Property Tax	8,957,836	30.0%	13,887,375	-16.2%	11,644,510	-8.7%	10,627,634	9.6%	11,644,510	0.0%	11,644,510
Other Taxes	12,393,604	16.7%	13,389,143	8.0%	14,464,912	-13.8%	12,461,635	5.8%	13,189,912	9.7%	14,464,912
Fees, User Charges & Fines	64,068,794	-0.7%	62,184,777	2.3%	63,605,468	-2.7%	61,895,175	3.6%	64,138,509	-0.8%	63,605,468
Federal Funds	20,003,306	-80.3%	7,582,308	-48.0%	3,943,357	733.3%	32,858,435	-88.0%	3,943,358	0.0%	3,943,357
State Funds	22,579	150.6%	15,566	263.5%	56,577	0.0%	122,298	-53.7%	56,577	0.0%	56,577
Interest Income	736,988	119.8%	(1,464,486)	-210.6%	1,619,714	-0.2%	1,615,925	0.2%	1,619,714	0.0%	1,619,714
Cost Allocations	5,774,042	15.1%	5,872,044	13.2%	6,648,257	-16.6%	5,546,480	18.9%	6,597,257	0.8%	6,648,257
Internal Services	5,974,790	88.4%	7,948,577	41.6%	11,258,032	-14.0%	9,682,864	16.3%	11,258,032	0.0%	11,258,032
Interfund Transfers	29,154,458	-67.2%	27,764,836	-65.6%	9,552,142	74.2%	16,643,419	-50.4%	8,247,635	15.8%	9,552,142
Bond/Loan Proceeds	47,000,000	-100.0%	3,882,000	-100.0%	-	0.0%	56,500,000	0.0%	-	0.0%	-
Other	18,747,412	21.5%	20,841,152	9.3%	22,777,306	8.0%	24,605,481	-7.4%	22,777,305	0.0%	22,777,306
	\$ 310,191,407	-15.2%	\$ 274,930,754	-4.3%	\$ 263,135,958	32.1%	\$ 347,522,322	-24.9%	\$ 261,038,492	0.8%	\$ 263,135,958
Total Combined Fund Expenditures											
Salary / Benefits	\$ 83,197,529	17.8%	\$ 87,707,978	11.7%	\$ 98,005,378	-9.5%	\$ 88,729,788	10.5%	\$ 98,005,378	0.0%	\$ 98,005,378
Supplies / Materials	10,634,730	41.1%	12,482,888	20.2%	15,008,390	5.5%	15,830,538	-5.2%	15,011,390	0.0%	15,008,390
Services / Maintenance	46,662,405	7.4%	42,170,772	18.8%	50,113,557	-2.4%	48,934,691	-0.2%	48,826,512	2.6%	50,113,557
Internal Services	3,767,742	109.8%	4,955,610	59.5%	7,904,970	-26.5%	5,806,799	36.1%	7,904,252	0.0%	7,904,970
Capital Equipment	7,071,797	132.0%	7,735,591	112.1%	16,408,250	30.0%	21,325,763	-32.5%	14,396,378	14.0%	16,408,250
Capital Projects	54,296,555	-20.6%	59,860,535	-28.0%	43,119,242	481.4%	250,703,776	-83.5%	41,368,691	4.2%	43,119,242
Interfund Transfers	29,154,458	-67.2%	27,764,836	-65.6%	9,552,142	74.2%	16,635,150	-50.4%	8,247,635	15.8%	9,552,142
Cost Allocation Charges	5,781,356	15.0%	5,773,705	15.1%	6,648,257	-16.6%	5,546,580	18.9%	6,597,257	0.8%	6,648,257
Federal Grants	2,639,883	-44.9%	2,534,032	-42.6%	1,454,246	1935.1%	29,595,132	-95.1%	1,454,964	0.0%	1,454,246
Debt Service	30,036,186	10.5%	32,509,113	2.1%	33,197,930	-4.3%	31,754,439	0.3%	31,855,680	4.2%	33,197,930
Other	6,438,488	-115.4%	(7,682,243)	-87.1%	(991,188)	-29.1%	(702,651)	41.1%	(991,188)	0.0%	(991,188)
	\$ 279,681,129	0.3%	\$ 275,812,817	1.7%	\$ 280,421,174	83.4%	\$ 514,160,005	-47.0%	\$ 272,676,949	2.8%	\$ 280,421,174
Net Difference	\$ 30,510,278		\$ (882,063)		\$ (17,285,216)		\$ (166,637,683)		\$ (11,638,457)		\$ (17,285,216)



August 7, 2024

Fire Chief Travis King
Norman Fire Department
415 E. Main Street
Norman, OK

Dear Chief King,

We are pleased to inform you that the Board of Directors for The Dickey Foundation has approved a grant in the amount of \$10,000 to provide protective armor for the Norman Fire Department.

As we discussed, the Dickey Foundation will pay Safariland directly for the armorfa.

Please let me know when you receive the equipment, as we like to have a celebration (complete with barbecue lunch) and photo opportunity with your department and our local Dickey's Barbecue Pit Owner.

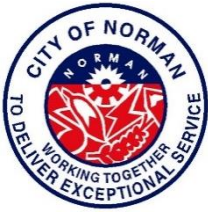
Please let me know if you have any questions or need anything else. We appreciate all that you and your department do.

Sincerely,

Betsy Orton
Executive Director
The Dickey Foundation

File Attachments for Item:

16. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF NORMAN RURAL CERTIFICATE OF SURVEY COS2425-2: FOR MAPPES EAST ESTATES AND EASEMENT NUMBERS E-2425-2, E-2425-3 AND E-24254 (GENERALLY LOCATED A QUARTER-MILE EAST OF 36TH AVENUE NE ON THE NORTH SIDE OF EAST FRANKLIN ROAD).



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/13/2024

REQUESTER: Ken Danner, Subdivision Development Manager

PRESENTER: Scott Sturtz, Interim Director of Public Works

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF NORMAN RURAL CERTIFICATE OF SURVEY COS-2425-2: FOR MAPPEES EAST ESTATES AND EASEMENT NUMBERS E-2425-2, E-2425-3 AND E-2425-4 (GENERALLY LOCATED A QUARTER-MILE EAST OF 36TH AVENUE NE ON THE NORTH SIDE OF EAST FRANKLIN ROAD).

BACKGROUND:

This item is Norman Rural Certificate of Survey No. COS-2425-2 for Mappes East Estates and is generally located a quarter-mile east of 36th Avenue N.E. on the north side of East Franklin Road.

The property is located in the A-2, Rural Agricultural District.

Norman Rural Certificate of Survey COS-2425-2 for Mappes Estates was approved by Planning Commission at its meeting of July 11, 2024.

DISCUSSION:

This property consists of 10.40 acres.

The Norman Fire Department will provide fire protection.

Individual septic system is existing.

Individual water well is existing.

Franklin Road is classified as classified as Minor Rural Arterial streets.

Water Quality Protection Zone (WQPZ) is located within the property. The owners will be required to protect this area with covenants.

Covenants addressing the WQPZ have been reviewed as to form by City Legal staff.

The applicant has submitted Easement No. E-2425-2, roadway, drainage and utilities in connection with Franklin Road., Easement No. E-2425-3 providing a trail easement adjacent to Franklin Road and Easement No. E-2425-4 covering the WQPZ area within the property.

RECOMMENDATION:

Based upon the above information, staff recommends approval of Norman Rural Certificate of Survey No. COS-2425-2 for Mappes East Estates including Easement Nos. E-2425-2, E-2425-3, and E-2425-4.

Northern Community Separator

A-2
1322

A-2
1322

36TH AVE NE

Subject Tract

ROAD

FRANKLIN RD

A-2
1322

A-2
1322

CRICKET LANE

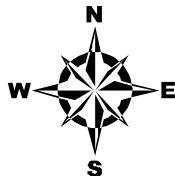
A-2
1920

EL CERRITO ACRES

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.



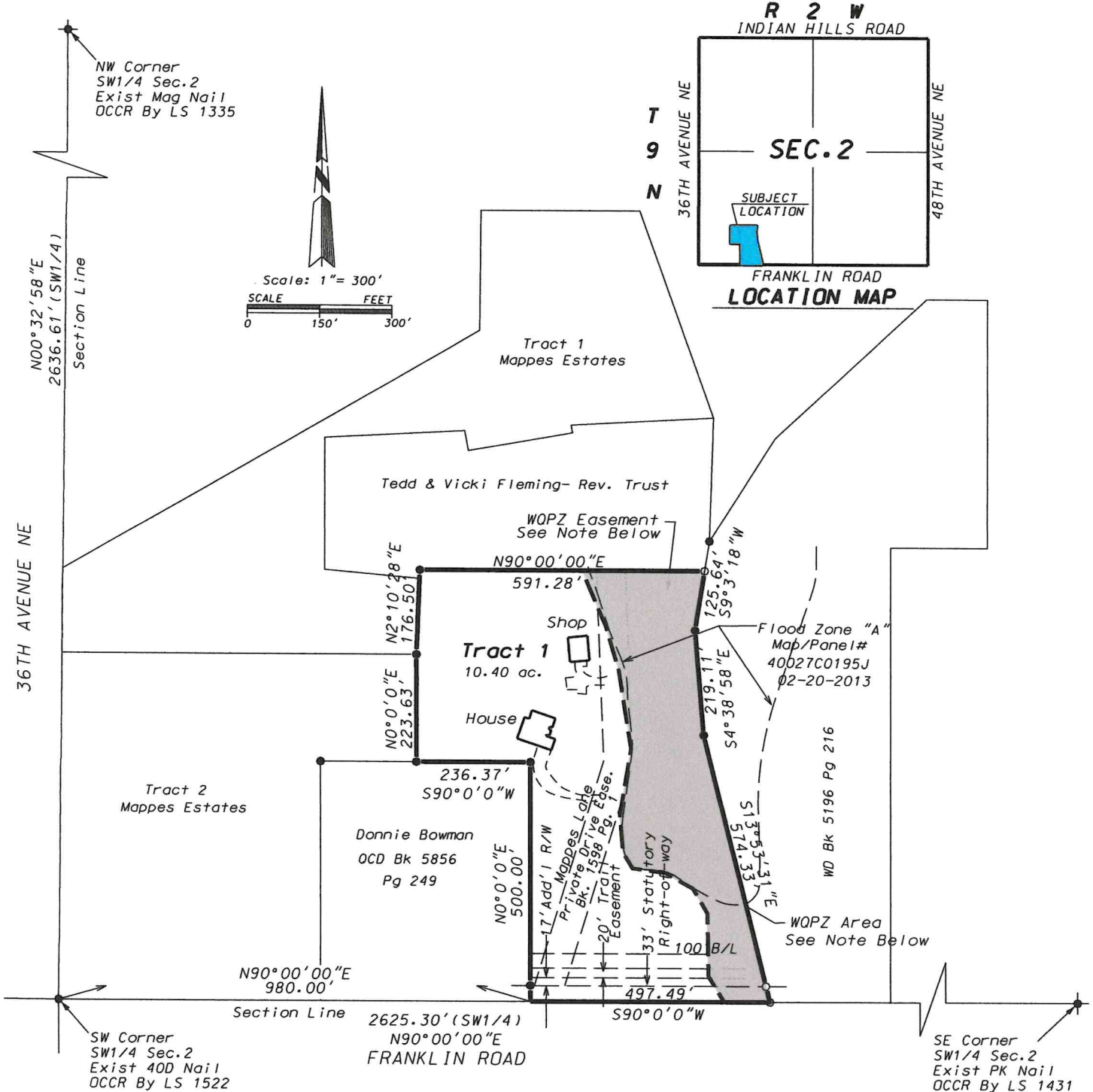
June 6, 2024

0 400 800 Ft.

 Subject Tract

MAPPES EAST ESTATES

A NORMAN RURAL CERTIFICATE
OF SURVEY SUBDIVISION
PART OF THE SW1/4 OF SECTION 2, T9N, R2W, I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA
COS -----



NOTE:

Bearings Shown are Based on an Deed Bearing of N90°00'00"E Between Existing Monuments On The South line of the SW1/4 of of Section 2, T9N, R2W, I.M., Cleveland County, Oklahoma.
 (●) - Indicates Existing 3/8" Iron Pin Or Monument As Noted.
 (○) - Indicates Set 1/2" Iron Pin With Plastic Cap Marked "Pollard PLS 1474" or Set Mag Nail with washer marked "PW Survey CA2380".
 (OCCR) - Indicates Oklahoma Certified Corner Record on File With the Oklahoma Department of Libraries, Archives Division.

(WQPZ) -Indicates the Water Quality Protective Zone. There shall be no clearing, grading, construction or disturbance of vegetation in this area except as permitted by the Director of Public Works, unless such disturbance is done in accordance with 30-514(E) of the Norman City Code. The WQPZ is subject to protective covenants that may be found in the Land Records and that may restrict disturbance and use of these areas.

POLLARD & WHITED SURVEYING, INC. 2514 Tee Drive Norman, OK 73069 405-366-0001 CA 2380 exp.6-30-25 timepwsurveying.com	Mappes East Estates	
	Norman Rural Certificate Of Survey Subdivision	
	Part of the SW1/4 Sec.2, T9N, R2W, IM	
	Norman, Cleveland County, Oklahoma	
	May 25, 2024	Drawn By: T. Pollard
	2-9n2w.dgn	Sheet 1 of 11

GRANT OF EASEMENT

E-2425-3

KNOW ALL MEN BY THESE PRESENTS:

That in consideration of the sum of One Dollar (\$1.00), receipt of which is hereby acknowledged, and for and upon other good and valuable considerations, that **Mark A. Mappes**, does hereby grant, bargain, sell and convey unto the **City Of Norman**, a municipal corporation, a **20' Trail Easement**, over, across and under the following described real estate and premises situated in Cleveland County, Oklahoma, to wit:

(20' Trail Easement)

An easement being part of the Southwest Quarter (SW1/4) of Section Two (2), Township Nine (9) North, Range Two (2) West of the Indian Meridian, Cleveland County, Oklahoma, written by Timothy G. Pollard, PLS 1474 dated May 25, 2024 using a Deed Bearing of N90°00'00"E between existing monuments on the South line of said SW1/4 as a Basis of Bearing, said tract further described as:

COMMENCING at the Southwest Corner of said SW1/4;

Thence N90°00'00"E, on the South line of said SW1/4, for a distance of 980.00 feet;

Thence N00°00'00"E for a distance of 50.00 feet to the **POINT OF BEGINNING**;

Thence N00°00'00"E for a distance of 20.00 feet;

Thence N90°00'00"E for a distance of 480.17 feet;

Thence S13°53'31"E for a distance of 20.60 feet;

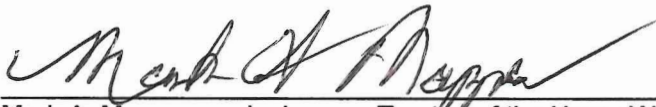
Thence S90°00'00"W for a distance of 485.12 feet to the **POINT OF BEGINNING**, containing 0.22 acres more or less.

With the right of ingress and egress to and from the same, for the purpose of surveying, laying out, constructing, maintaining and operating the facilities indicated below:

20' Trail Easement

To have and to hold the same unto said City, it's successors and assigns forever.

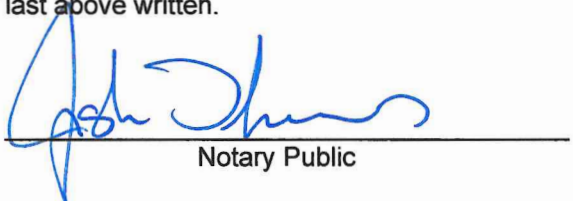
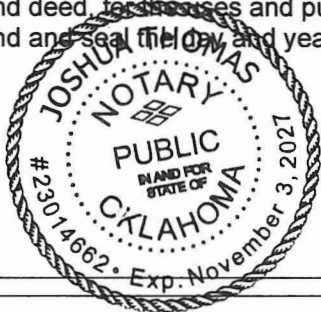
Signed and delivered this 16th day of July, 2024.



Mark A. Mappes, a single man, Trustee of the Henry W. and Maxine Revocable Trust dated November 11, 2004

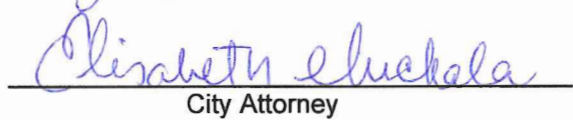
**STATE OF OKLAHOMA)
COUNTY OF CLEVELAND) SS:**

Before me, the undersigned, a Notary Public in and for said County and State on this 16th day of July, 2024, personally appeared, **Mark A. Mappes**, to me known to be the identical persons 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 herein set forth.
Given under my hand and seal this 16th day and year last above written.


Notary Public

CITY ATTORNEY

Approved as to form and legality this 18 day of July, 2024


City Attorney

NORMAN CITY COUNCIL

Accepted by the City of Norman, Oklahoma, City Council on this ___ day of _____, 20__.

ATTEST: _____
City Clerk

Mayor

GRANT OF EASEMENT

E-2425-4

KNOW ALL MEN BY THESE PRESENTS:

That in consideration of the sum of One Dollar (\$1.00), receipt of which is hereby acknowledged, and for and upon other good and valuable considerations, that **Mark A. Mappes**, does hereby grant, bargain, sell and convey unto the **City Of Norman**, a municipal corporation, a **public drainage easement**, over, across and under the following described real estate and premises situated in Cleveland County, Oklahoma, to wit:

(WQPZ AREA)

An easement being part of the Southwest Quarter (SW1/4) of Section Two (2), Township Nine (9) North, Range Two (2) West of the Indian Meridian, Cleveland County, Oklahoma, written by Timothy G. Pollard, PLS 1474 dated May 25, 2024 using a Deed Bearing of N90°00'00"E between existing monuments on the South line of said SW1/4 as a Basis of Bearing, said tract further described as:

COMMENCING at the Southwest Corner of said SW1/4;

Thence N90°00'00"E, on the South line of said SW1/4 for a distance of 1382.02 feet to the **POINT OF BEGINNING**;

Thence N30°40'27"E for a distance of 52.45 feet; Thence N01°13'05"W for a distance of 130.64 feet; Thence N29°47'27"W for a distance of 59.57 feet; Thence N60°53'28"W for a distance of 67.31 feet; Thence N81°59'24"W for a distance of 67.31 feet; Thence N31°29'13"W for a distance of 37.88 feet; Thence N04°46'53"W for a distance of 79.13 feet; Thence N09°24'45"E for a distance of 140.55 feet; Thence N08°50'36"W for a distance of 165.41 feet; Thence N16°01'35"W for a distance of 95.70 feet; Thence N23°04'31"W for a distance of 126.75 feet; Thence N90°00'00"E for a distance of 254.20 feet; Thence S09°03'18"W for a distance of 125.64 feet; Thence S04°38'58"E for a distance of 219.11 feet; Thence S13°53'31"E for a distance of 574.33 feet to the South line of said SW1/4; Thence S90°00'00"W, on said South line, for a distance of 95.47 feet to the **POINT OF BEGINNING**, containing 3.38 acres more or less.

With the right of ingress and egress to and from the same, for the purpose of surveying, laying out, constructing, maintaining and operating the facilities indicated below:

Drainage and other rights for a Water Quality Protection Zone (WQPZ)

To have and to hold the same unto said City, it's successors and assigns forever.

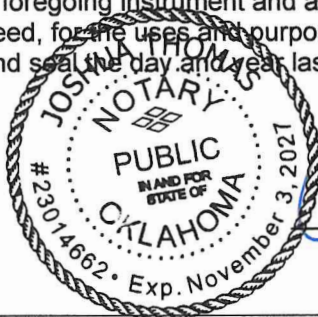
Signed and delivered this 16th day of July, 2024.

Mark A. Mappes

Mark A. Mappes, a single man, Trustee of the Henry W. and Maxine Revocable Trust dated November 11, 2004

**STATE OF OKLAHOMA)
COUNTY OF CLEVELAND) SS:**

Before me, the undersigned, a Notary Public in and for said County and State on this 16th day of July, 2024, personally appeared, **Mark A. Mappes**, to me known to be the identical persons 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 herein set forth.
Given under my hand and seal the day and year last above written.



Josina Thomas
Notary Public

CITY ATTORNEY

Approved as to form and legality this 18 day of July, 2024.

Elizabeth Luckala
City Attorney

NORMAN CITY COUNCIL

Accepted by the City of Norman, Oklahoma, City Council on this ____ day of _____, 20____.

ATTEST: _____
City Clerk

Mayor

GRANT OF EASEMENT

E-2425-2

KNOW ALL MEN BY THESE PRESENTS:

That in consideration of the sum of One Dollar (\$1.00), receipt of which is hereby acknowledged, and for and upon other good and valuable considerations, that **Mark A. Mappes**, does hereby grant, bargain, sell and convey unto the **City Of Norman**, a municipal corporation, a **public roadway, drainage and utility easement**, over, across and under the following described real estate and premises situated in Cleveland County, Oklahoma, to wit:

(17' Additional R/W)

An easement being part of the Southwest Quarter (SW1/4) of Section Two (2), Township Nine (9) North, Range Two (2) West of the Indian Meridian, Cleveland County, Oklahoma, written by Timothy G. Pollard, PLS 1474 dated May 25, 2024 using a Deed Bearing of N90°00'00"E between existing monuments on the South line of said SW1/4 as a Basis of Bearing, said tract further described as:

COMMENCING at the Southwest Corner of said SW1/4;

Thence N90°00'00"E, on the South line of said SW1/4, for a distance of 980.00 feet;

Thence N00°00'00"E for a distance of 33.00 feet to the **POINT OF BEGINNING**;

Thence N00°00'00"E for a distance of 17.00 feet;

Thence N90°00'00"E for a distance of 485.12 feet;

Thence S13°53'31"E for a distance of 17.51 feet;

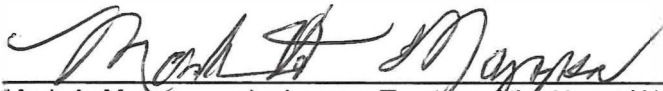
Thence S90°00'00"W for a distance of 489.33 feet to the **POINT OF BEGINNING**, containing 0.19 acres more or less.

With the right of ingress and egress to and from the same, for the purpose of surveying, laying out, constructing, maintaining and operating the facilities indicated below:

Public Roadway, Drainage and Utility Easement

To have and to hold the same unto said City, it's successors and assigns forever.

Signed and delivered this 16th day of July, 2024.



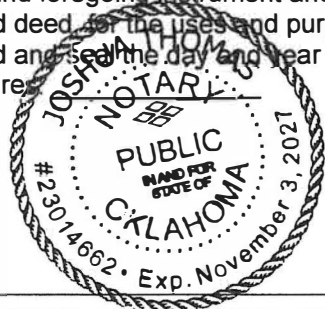
Mark A. Mappes, a single man, Trustee of the Henry W. and Maxine Revocable Trust dated November 11, 2004

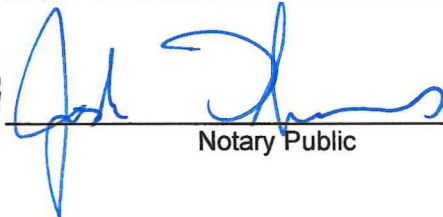
**STATE OF OKLAHOMA)
COUNTY OF CLEVELAND) SS:**

Before me, the undersigned, a Notary Public in and for said County and State on this 16th day of July, 2024, personally appeared, **Mark A. Mappes**, to me known to be the identical persons 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 herein set forth.

Given under my hand and seal the day and year last above written.

My Commission Expires _____





Notary Public

CITY ATTORNEY

Approved as to form and legality this 18 day of July, 2024



City Attorney

NORMAN CITY COUNCIL

Accepted by the City of Norman, Oklahoma, City Council on this ____ day of _____, 20____.

ATTEST: _____
City Clerk

Mayor



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 07/11/2024

REQUESTER: Mark Mappes

PRESENTER: Ken Danner, Subdivision Development Manager

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF COS-2425-2: CONSIDERATION OF A NORMAN RURAL CERTIFICATE OF SURVEY SUBMITTED BY MARK MAPPES (POLLARD & WHITED SURVEYING, INC.) FOR MAPPES EAST ESTATES FOR 10.40 ACRES OF PROPERTY GENERALLY LOCATED ON THE NORTH SIDE OF FRANKLIN ROAD APPROXIMATELY ¼ MILE EAST OF 36TH AVENUE N.E.

ITEM: Consideration of **NORMAN RURAL CERTIFICATE OF SURVEY NO. COS-2425-2 FOR MAPPES EAST ESTATES.**

LOCATION: Generally located on the north side of Franklin Road approximately ¼ mile east of 36th Avenue N.E.

INFORMATION:

1. Owners. Mark Mappes.
2. Developer. Mark Mappes.
3. Surveyor. Pollard & Whited Surveying, Inc.

HISTORY:

1. October 21, 1961. City Council adopted Ordinance No. 1312 annexing this property into the City of Norman Corporate Limits without zoning.
2. October 30, 1961. Planning Commission recommended to City Council that this property be placed in A-2, Rural Agricultural District.
3. December 12, 1961. City Council adopted Ordinance No. 1322 placing this property in A-2, Rural Agricultural District.

IMPROVEMENT PROGRAM:

1. Fire Protection. Fire protection will be provided by the Norman Fire Department.

2. Sanitary Sewer. There is an existing sanitary sewer system serving the tract.
3. Water. There is an existing water well serving the tract.
4. Acreage. This property consists of 10.40 acres and one tract.
5. Easements. The owners will grant a 17' roadway, drainage and utility easement for both Franklin Road. In addition, a 20' trail easement will be granted adjacent to the 17' roadway, drainage and utility easements for Franklin Road.
6. Water Quality Protection Zone. The property contains WQPZ. The existing structures are located outside the WQPZ. The WQPZ area will be protected by the owner per covenants.
7. Flood Plain. The property contains Flood Plain. There is an existing house on the property located outside the Flood Plain.

SUPPLEMENTAL MATERIAL: Copies of a location map and Norman Rural Certificate of Survey No. COS-2425-1 for Mappes East Estates are included in the Agenda Book.

STAFF COMMENTS AND RECOMMENDATION: There is an existing single-family residential structure on the property. The owner is combining two separate parcels into one. Staff recommends approval of Norman Rural Certificate of Survey No. COS-2425-2 for Mappes East Estates.

ACTION NEEDED: Recommend approval or disapproval of Norman Rural Certificate of Survey No. COS-2425-2 for Mappes East Estates to City Council.

ACTION TAKEN: _____

City Council Agenda

COS-2425-2

August 27, 2024

ITEM: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT FOR NORMAN RURAL CERTIFICATE OF SURVEY NO. COS-2425-2 FOR MAPPES EAST ESTATES AND ACCEPTANCE OF EASEMENT NO. E-2425-2, EASEMENT NO. E-2425-3 AND EASEMENT NO. E-2425-4..

LOCATION: Generally located one-quarter mile east of 36th Avenue N.E. on the north side of East Franklin Road

INFORMATION:

1. Owners. Mark Mappes Trustee of the Henry W. and Maxine Revocable Trust.
2. Developers. Mark Mappes.
3. Surveyor. Pollard & Whited Surveying, Inc.

HISTORY:

1. Refer to the Planning Commission Staff Report, July 11, 2024.
2. July 13, 2024. Planning Commission, on a vote of 8-0, recommended to City Council that Certificate of Survey No. COS-2425-2 for Mappes East Estates be approved.

PUBLIC DEDICATIONS:

1. Easements. The applicant has submitted Easement No. E-2425-2 a roadway, drainage and utility easement for Franklin Road, E-2425-3 a 20' trail easement adjacent to Franklin Road and Easement No. E-2425-4 a drainage easement for WQPZ, Water Quality Protection Zone.

SUPPLEMENTAL MATERIAL: Copies of an advisory memorandum, location map, certificate of survey, Staff Report recommending approval, Easement Nos. E-2425-2, E-2425-3 and E-2425-4 and pertinent excerpts from the Planning Commission minutes are included in the Agenda Book.

ACTION NEEDED: Motion to approve or reject Easement No. E-2425-2, E-2425-3 and E-2425-4 and Certificate of Survey No. COS-2425-2 for Mappes East Estates, and, if approved, direct the filing of Certificate of Survey No. COS-2425-2 for Mappes East Estates and Easement Nos. E-2425-2, E-2425-3 and E-2425-4 with the Cleveland County Clerk.

ACTION TAKEN: _____

File Attachments for Item:

17. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RECOMMENDATION FROM THE CITY ATTORNEY THAT THE CITY COUNCIL APPROVE A SETTLEMENT AND ACCEPT SETTLEMENT PAYMENT IN EL DORADO MINERALS, LLC V. COFFEYVILLE RESOURCES REFINING & MARKETING, UNITED STATES DISTRICT COURT FOR THE EASTERN DISTRICT OF OKLAHOMA COURT CASE NO. 23-CV-249-JAR, IN THE AMOUNT OF \$414.83.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/27/2024

REQUESTER: Rickey Knighton II, Interim City Attorney

PRESENTER: Elisabeth E. Muckala, 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 AND ACCEPT SETTLEMENT PAYMENT IN EL DORADO MINERALS, LLC V. COFFEYVILLE RESOURCES REFINING & MARKETING, UNITED STATES DISTRICT COURT FOR THE EASTERN DISTRICT OF OKLAHOMA COURT CASE NO. 23-CV-249-JAR, IN THE AMOUNT OF \$414.83.

BACKGROUND:

A class action lawsuit was filed by El Dorado Minerals, LLC (“El Dorado”) against Coffeyville Resources Refining & Marketing, LLC (“Coffeyville”) in Oklahoma Federal Court (the “Class Action”). The Class Action relates to production payments made on wells operated by Coffeyville between December 16, 2016 and October 22, 2022. The class was defined to include persons or entities who received late payments without correct statutory interest payment or persons and entities may have been remitted as unclaimed property to certain government divisions during this period of time. The City of Norman falls within this class due to its receipt of production payments by Coffeyville on the Norman 1-18 and Norman 3-18 wells operated by Coffeyville during this period of time, and was identified as a class member in terms of the lawsuit and ultimate settlement of the Class Action, which agreement was submitted for court approval in August of 2023. In January of 2024, a judgment was entered based on the approved settlement. Thereafter, checks reflecting the settlement terms were mailed and the City received one totaling \$414.83.

DISCUSSION:

This item is brought for City Council’s acceptance of the settlement and settlement amount received by the City in full and final satisfaction of the claims involved in the Class Action. As in other settlements presented to the City Council, acceptance of the settlement amount would constitute a total release of any claim the City of Norman may have had for any incorrect payments made by Coffeyville, as described in the Class Action documents, during the relevant period of time.

Legal staff has reviewed the Class Action generally, the Settlement approved in late 2023, and

the Judgment entered in 2024. Legal staff has further reviewed the City of Norman's revenue from Coffeyville during this same general period of time. Production has been historically consistent for the relevant wells, as has the City's receipt of regular payments from Coffeyville. The amount of revenue received for these interests is not insignificant. For example the revenue for the ten months between January and October of 2022 totaled nearly \$54,000.

If accepted by City Council, the settlement funds would be deposited into the General Fund, into Account 109-365251 (Reimbursements-Refunds-Misc General).

RECOMMENDATION:

Based on the consistent and reliable revenue source these payments have historically been, the Legal Department believes the settlement amount represents a fair final settlement of a claim, if any, the City may have made for payments during the relevant claim period. It is believed that the accepting the settlement amount is in the best interests of the City. It is recommended the settlement of this matter be approved by City Council and that City staff be directed to accept and deposit the payment into the above-outlined account in full and final satisfaction of all claims stated in the subject Class Action.

File Attachments for Item:

18. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT THREE TO CONTRACT K-1718-79: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND ADVANCED UTILITIES SYSTEMS, A DIVISION OF N. HARRIS CORPORATION, INCREASING THE CONTRACT AMOUNT BY \$76,500 FOR A REVISED CONTRACT AMOUNT OF \$1,606,985 TO PROVIDE INTEGRATION SERVICES FOR THE ADVANCED UTILITY BILLING SYSTEM TO FACILITATE THE METER INFRASTRUCTURE PROGRAM AND AUTHORIZING THE TRUSTEES OF THE NORMAN UTILITIES AUTHORITY TO APPROVE THE EXPENDITURE OF FUNDS.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/27/2024

REQUESTER: Nathan Madenwald, P.E., Utilities Engineer

PRESENTER: Nathan Madenwald, P.E., Utilities Engineer

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT THREE TO CONTRACT K-1718-79: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND ADVANCED UTILITIES SYSTEMS, A DIVISION OF N. HARRIS CORPORATION, INCREASING THE CONTRACT AMOUNT BY \$76,500 FOR A REVISED CONTRACT AMOUNT OF \$1,606,985 TO PROVIDE INTEGRATION SERVICES FOR THE ADVANCED UTILITY BILLING SYSTEM TO FACILITATE THE METER INFRASTRUCTURE PROGRAM AND AUTHORIZING THE TRUSTEES OF THE NORMAN UTILITIES AUTHORITY TO APPROVE THE EXPENDITURE OF FUNDS.

BACKGROUND:

The City of Norman water system includes approximately 41,000 water meters that measure water usage for water and sewer billing purposes. The majority of the meters (approximately 39,000) are manually read by meter readers (physically remove the meter lid and read the current usage on the register) and 2,000 meters are read using automated meter reading (AMR; remote sensor used to collect data while driving by in a truck). As the number of meters increase, staffing levels would have to proportionally increase to ensure that meters are read timely and accurately. Insufficient staffing levels can result in missed reads or inaccurate reads that impact customer service and billing revenues. Additionally, the majority of the water meters in Norman have aged past their expected useful life and warrant replacement.

The current state of the water industry is such that Advanced Metering Infrastructure (AMI) has become more commonplace and is being implemented by more utilities. With AMI, meters would be read remotely using cellular infrastructure on water towers (or additional towers if necessary) multiple times per day. With this new system, the following benefits will be realized:

1. Meter reads would occur regularly ensuring more accurate billing;
2. Improved customer service since usage data will be more available to the customer and leak or usage alerts could be configured to notify the customer more timely;
3. Aged meters will be replaced with new, more accurate meters; and
4. Staff would no longer be required to read each meter manually and could be used for other work efforts.

On June 8, 2021, the Norman Utilities Authority (NUA) approved Contract K-2021-75 with ESource. This contract included work to complete the Assessment Phase of the project and confirm that the NUA had a positive business case to implement Advanced Water Meter Infrastructure. This information was presented to the NUA/City Council on September 28, 2021. Amendment No. 1 to the contract was approved on October 26, 2021, to provide consulting services through the procurement phase of the project. Amendment No. 2 to the contract was approved on December 13, 2022, to provide consulting services through the implementation phase of the project

Request for Proposal RFP-2223-13 was issued on August 26 and September 1, 2022 to prospective vendors. Five proposals were received in accordance with RFP-2223-13 and were reviewed by a City evaluation team. Three proposers were short-listed for the project and were interviewed on November 15-17, 2022. Thirkettle Corporation, dba Utiliuse, (Utiliuse) was unanimously selected as the best vendor. Contract K-2324-35 was awarded on April 9, 2024.

Previously, the City of Norman contracted with Advanced Utility Systems via Contract K-1718-79 to implement a new utility billing system for the City of Norman. Subsequent Amendments Nos. 1 and 2 were later approved to provide additional licenses and services to improve the work system/process, respectively.

DISCUSSION:

This amendment will be for Advanced to provide services to facilitate the integration of the Advanced Utility System software with other software packages as part of the Meter Infrastructure Program.

Funding for this effort is available in Water Meters Advanced Infrastructure, Construction (Account 31993361-46101; Project WA0351) which has an available balance of \$426,895.38.

RECOMMENDATION:

Staff recommends the City of Norman approve Amendment 3 to Contract K-1718-79 with Advanced Utilities Systems, a division of N. Harris Corporation in the amount of \$76,500 for a revised contract amount of \$1,606,985 to provide integration services for the Advanced Utility Billing system for the Meter Infrastructure Program.

**AMENDMENT NO. 3 TO
SOFTWARE LICENSE AGREEMENT**

This Amendment No. 3 dated this _____ day of _____ 2024 is made a part of the Agreement dated December 19, 2017, Amendment No. 1 dated April 27, 2021, and Amendment No. 2 dated April 25, 2023, between the City of Norman (OWNER) and N. Harris Computer Corporation (Organization) for services.

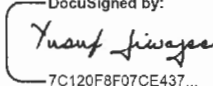

1. The times for the performance of Organization's services of said Agreement are amended as set forth in Attachment A, attached hereto and incorporated by reference herein.
2. The Scope of Services of Organization of said Agreement is amended and supplemented as described in Attachment B attached hereto and incorporated by reference herein.
3. The method of payment for services rendered by Organization shall be set forth in Attachment C, attached hereto and incorporated by reference herein.

Acceptance of the terms of this Amendment is acknowledged by the following authorized signatures of the parties to the Agreement. All other particulars in the original Agreement, Amendment No. 1, and Amendment No. 2, and not specifically referenced in this Amendment No. 3 remain in effect and unchanged.

--- REMAINDER OF PAGE LEFT BLANK ---

IN WITNESS WHEREOF, City and Organization have executed this AGREEMENT. DATED
this _____ day of _____, 2024.

N. Harris Computer Corporation - Organization

	ATTEST	
By: 	August 22, 2024 08:09:03 PDT	By: 
<small>DocuSigned by: 7C120F8F07CE437...</small>		<small>DocuSigned by: BE15576A6D6A4EE...</small>
Printed Name: <u>Yusuf Jiwajee</u>		Printed Name: <u>Cesar Teodoro</u>
Title: <u>VP, Customer Success</u>		Title: <u>Director, Customer Success</u>

City of Norman - City

	ATTEST	
By: _____		By: _____
Printed Name: <u>Larry Heikkila</u>		Printed Name: <u>Brenda Hall</u>
Title: <u>Mayor</u>		Title: <u>City Clerk</u>

APPROVED as to form and legality this 22nd day of Aug., 2024.



City Attorney

ATTACHMENT A
SCHEDULE

The Organization understands that the City is currently completing the Meter Infrastructure Program to upgrade water meters and has been involved in that project and therefore understands the timelines and deadlines for integrations. As such, the scope of work in Attachment B will be completed to facilitate the completion of the overall Meter Infrastructure Program.

ATTACHMENT B

SCOPE OF WORK

Client Request

City of Norman has a project to implement AMI meters. To better manage and maintain meter reads for billing, City of Norman is requesting a statement of work from Advanced Utility Systems (Advanced) to integrate with SmartWorks MDM using REST API and Multispeak.

Proposed Solution

The services to be provided under this SOW are as follows:

1. Advanced CIS Infinity integration with SmartWorks MDM. SmartWorks is a meter data management and analytics solution. SmartWorks to synchronize customer, account and location data and requests for billing meter reads, on demand reads and disconnect/reconnect actions.
2. Integration between Advanced CIS Infinity and SmartWorks MDM is accomplished with a combination of REST API and MultiSpeak.

Integration Details

Data Synchronization

Periodic synchronization activity will occur between CIS and SmartWorks via CIS REST API. SmartWorks will use CIS REST API to retrieve the information listed below:

1. Meter information (Meter reading; Meter Types; Meter latitude and longitude info)
2. Account information (Account number, Address, List of meters on the accounts, Account types, Account billing cycle information)
3. Customer Account information (Account ID (account #), Occupant code (account type), Address, Customer name, Customer Number, Customer email)
4. Customer to location relationship (Customer active at the account)
5. A date-driven cross reference between meter and location number (i.e. when a meter is installed and removed from a location)
6. A date-driven cross reference between account and location (i.e. customer move in/out information)
7. When a radio is installed or removed from a meter, a cross reference between meter ID and associated radio ID will be maintained in the CIS system and provided during Data Synchronization

Billing Interface

SmartWorks will provide meter register reads for billing in CIS Infinity utilizing the combination of REST API and MultiSpeak.

Remote Actions Integration

SmartWorks will integrate with Advanced to provide the ability for a user to initiate a remote action from CIS based on the data from MDM.

Remote On Demand Reads (CIS: AccountView – Reading History tab)

The On Demand reads is triggered from CIS Infinity within the Reading History tab on AccountView. When requested by a Customer Service Representative (CSR), a read will be displayed on the screen. Within CIS, an event will be logged with a date and timestamp of the reading as well as the reading and the user that requested the meter reading. The user has the following Read Options to select from:

1. Current read (On Demand Reads)
2. Read as of date
3. Latest read

Remote Disconnect/Reconnect (CIS AccountView – Collections – Actions on Disconnect tab)

The Remote Disconnect/Reconnect is triggered from CIS Infinity through options on the AccountView's Collections – Disconnect tab. When requested by a CSR, a disconnect or reconnect action will be sent to the AMI system via MDM. SmartWorks Compass will act as a broker between CIS and the AMI system. The request result will be displayed on the screen in CIS and an event will be logged and the date and timestamp of the disconnect or reconnect request. In addition, the user that requested the disconnect/reconnect will be recorded in CIS. One of the aforementioned read option would be required prior to a disconnect.

Move-In/Move-Out Automation (MIMO)

1. When creating a Service Order (SO) for AMI meters on the accounts in CIS, CIS will send a remote request to the MDM system and close the service order upon successfully processing the MDM response. The following details the exchange:
2. CIS Infinity will send a request to the MDM system
3. The request should be one of the options below:
 - Read Meter
 - Disconnect Meter
 - Reconnect Meter
4. CIS will process the MDM response
5. CIS will update the service order progress notes with details on the attempt to send the request to the MDM system
6. CIS will mark the Service Order as completed if both the following conditions are met:
 - All meters on the SO are active AMI meters on the account (all active meters at the account if no meter selections were included in the SO, or all meters on the SO are AMI meters if there were meters specified on the SO)
 - All the requests for the AMI meters on the SO were successfully processed

Meter Provisioning and Meter/Account Synchronization between CIS and AMI:

1. Create an Export Interface from CIS to provide Meter & Endpoint Inventory data which will be sent to Utiliuse (AMI vendor):
 - Account Number
 - Customer Number
 - Customer Full Name
 - Home Phone
 - Mobile Phone

- Service Address
 - Service city
 - Service State
 - Service Zip
 - Meter Number
 - Previous Reading
 - Meter Status
 - Meter Type
 - Meter Size
 - Meter Reading Notes
 - Service
 - Cycle
 - Serial Number
 - Remote Id
 - Book
 - Read Type
 - Latitude
 - Longitude
 - Dials
2. Create an Import Interface into CIS, which will insert a removed date and removed reading on the existing meter and insert a new meter on the account and change the status of the meter in the inventory:
- Account Number
 - Old/Existing Meter Number
 - Removed Reading
 - Removed Date
 - New Meter Number
 - Serial Number
 - Last/Installed Reading
 - Remote Number
 - Read Type
 - Date Installed for New Meter
 - Meter Type
 - Remote Type

Assumptions

The following assumptions are made to complete the necessary details within this SOW:

1. The city of Norman will need to have installed REST API.
2. The city of Norman needs to provide Workflows for Move in and Move outs and Connect and Reconnect Processes.
3. The information and processes to be exchanged/developed between CIS and other systems are subject to change upon further inspection and discovery of the systems' processes.

4. Any Services not explicitly mentioned in the 'Proposed Solution' section, and any additional requirements will result in a change order.
5. In the event additional hours are required to effectively complete this SOW, a request will be made for the amount of hours needed.
6. If the TEST system is refreshed without notifying Advanced Utility Systems 72 hours prior to the system refresh, Norman will be responsible for all costs associated with reconfiguring the system.

Conditions

The following are the conditions for this SOW:

1. Advanced will lead and perform the required activities to implement this SOW
2. In the event the scope of work changes or there are new requests, additional hours will be required
3. Client is responsible to test any changes made under this SOW and promptly provide feedback or additional details required to Advanced
4. If desired by Client, Advanced may execute a portion of this SOW during weekend or holiday hours at a premium hourly rate of \$380
5. Notice of cancellation of work under this SOW must be received in writing
6. Client is responsible for the payment of any/all hours utilized prior to the receipt of cancellation notice which will be invoiced
7. Development effort may be required by the vendor for the system to which Harris is interfacing. These vendor costs, if any, are the responsibility of Norman and are not in scope.
8. Each party hereto agrees, acknowledges and confirms that, except to give meaning and effect to the amendments set forth in this SOW, the Master Agreement remains in full force and effect, are hereby ratified and confirmed in all respects and are binding upon the parties thereto and their successors and permitted assigns
9. This task covers the development and configuration of CIS Infinity interfaces to existing Norman systems and modifications to CIS Infinity, and/or related products in the Infinity product suite, if any, to meet Norman CIS needs. All development work completed by Advanced will be communicated, in advance, to Norman's Project Manager so that Norman's Project Manager has visibility to all Advanced interface development work. Development effort may be required by the vendor for the system to which Harris is interfacing. These vendor costs, if any, are the responsibility of Norman and are not in scope

Expenses

If expenses are incurred by Advanced to provide services outlined in this statement of work, Advanced staff will be using a meal per diem of \$70 per weekday and \$125 per weekend day or holiday which will be billed to the Client. The meal per diem will not be required to submit receipts. All other expenses will continue to be billed on actual-basis (i.e. airfare, hotel, car rental, fuel, mileage, travel time, etc.) and will be required to submit receipts.

Escalation Process

Several processes may trigger the escalation process which includes issue tracking, contract management, and risk management. This process assumes that prior attempts have been made to resolve the item and the appropriate parties cannot reach a resolution. When an item is escalated, the appropriate participants are notified via formal communication (email) which includes a summary of the concern/issue and the analysis of each party’s position. The participants must be provided with sufficient time, to review the analysis and concerns prior to scheduling any resolution meetings.

The levels of escalation and the participants in each level include:

1. Advanced Resource (Client Services Technical Consultant who is assigned the project)
2. Advanced Manager (Client Services Team Lead)
3. Advanced Sponsor (Director of Client Services)

Standard of Care/Warranty Disclaimer

The standard of care applicable to the Professional Consulting / Information Technology (PC/IT) services arising under this SOW will be the degree of skill and diligence normally employed by PC/IT consultants performing the same or similar services. No further warranty of guaranty, expressed or implied, is made with respect to the services furnished hereunder and all implied warranties are hereby disclaimed including the warranty of merchantability and fitness for a particular purpose.

Limitation of Liability

THE LIABILITY OF ADVANCED (UNDER BREACH OF CONTRACT, NEGLIGENCE, STRICT LIABILITY OR OTHERWISE, AND INCLUDING ANY INDEMNITY OBLIGATION) FOR ANY DAMAGES RELATING TO THIS AGREEMENT SHALL NOT EXCEED THE FEES PAID BY THE CITY TO ADVANCED PURSUANT TO THIS SOW.

IN ADDITION TO THE FOREGOING, ADVANCED SHALL NOT BE LIABLE FOR CONSEQUENTIAL, INCIDENTAL, INDIRECT, SPECIAL OR OTHER DAMAGES OF ANY KIND, INCLUDING BUT NOT LIMITED LOST REVENUE OR LOSS OF PROFITS, EVEN IF ADVANCED HAS BEEN ADVISED OF THE LIKELIHOOD OF THE OCCURRENCE OF SUCH DAMAGES AND NOTWITHSTANDING ANY FAILURE OF ESSENTIAL PURPOSE OF ANY LIMITED REMEDY.

THESE LIMITATIONS SHALL APPLY IN RESPECT OF ANY CLAIM, DEMAND OR ACTION BY A PARTY IRRESPECTIVE OF THE NATURE OF THE CAUSE OF ACTION UNDERLYING SUCH CLAIM, DEMAND OR ACTION, INCLUDING, BUT NOT LIMITED TO, BREACH OF CONTRACT OR TORT.

ATTACHMENT C

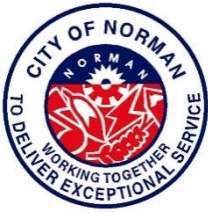
COMPENSATION

The OWNER will compensate CONSULTANT on a lump sum basis for the services rendered. The lump sum fee is broken down below by task as defined in the Scope of Services (Attachment B):

Milestone Payment (MP)	Amount
MP1: Upon signing this SOW	\$22,950
MP2: Upon installation of MultiSpeak API on one Test system	\$15,300
MP3: Upon initial data sync for integration	\$15,300
MP4: Upon initial request for reads from CIS	\$11,475
MP5: Upon Go-live	\$11,475
Total	\$76,500
<p>Note: Annual AMI Integration fee of \$7,500 will be invoiced immediately upon MDM installation on the Test system and prorated to align with the CIS Support & Maintenance billing period (December 31, 2024). The full amount will be collected each year thereafter with the same terms as the Support and Maintenance Agreement.</p>	

File Attachments for Item:

19. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2324-7 BY AND BETWEEN THE CITY OF NORMAN AND ARROYO'S CONCRETE LLC DECREASING THE CONTRACT AMOUNT BY \$290.23 FOR A REVISED AMOUNT OF \$1,336,809.77 AND THE FINAL ACCEPTANCE OF CONTRACT AND FINAL PAYMENT OF \$66,840.40 FOR THE URBAN CONCRETE, FYE 2024 LOCATIONS, BID 2 PROJECT.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/27/2024

REQUESTER: Joseph Hill, Streets Program Manager

PRESENTER: Scott Sturtz, Interim Director of Public Works

TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2324-7 BY AND BETWEEN THE CITY OF NORMAN AND ARROYO'S CONCRETE LLC DECREASING THE CONTRACT AMOUNT BY \$290.23 FOR A REVISED AMOUNT OF \$1,336,809.77 AND THE FINAL ACCEPTANCE OF CONTRACT AND FINAL PAYMENT OF \$66,840.40 FOR THE URBAN CONCRETE, FYE 2024 LOCATIONS, BID 2 PROJECT.

BACKGROUND:

On Tuesday, April 6, 2021, Norman residents voted to approve the issuance of \$27 million in bonds to fund the resurfacing, rehabilitation and reconstruction of neighborhood streets as part of a 5-year, 5-category program. The five categories include (1) Asphalt Pavement Street Rehabilitation, (2) Urban Concrete Street Rehabilitation, (3) Urban Road Reconstruction, (4) Rural Road Rehabilitation, and (5) Preventive Maintenance. The FYE 2023 urban concrete street rehabilitation locations were bid out in two separate bid packages.

The project includes select panel replacement in existing concrete streets. Curb replacement and ADA sidewalk improvements will be completed as necessary. The project covers 2.6 miles of city streets.

The project was publically advertised on June 1, 2023 and June 8, 2023. Six contractors attended a pre-bid conference on June 12, 2023. Seven bids were submitted and opened on June 22, 2023.

The low bid was submitted by Arroyo's Concrete LLC in the amount of \$1,337,100.00. City Council approved Contract K-2324-7 on July 25, 2023.

DISCUSSION:

Construction projects are awarded to the lowest responsible bidder. Contractor bids are determined using estimated plan quantities multiplied by the contractor's unit prices for all bid items of the contract. The total of all of these costs represents the contractor's bid. During

construction, each quantity is verified in the field and the contractor is to be reimbursed based on the actual quantity of materials and/or labor used.

Of the twenty-five (25) bid items, twenty-one (21) items had a quantity change. Eight (8) quantity changes resulted in increased cost, while thirteen (13) quantity changes resulted in decreased cost for an overall contract decrease of \$290.23 or 0.04%. The contract decreased from \$1,337,000.00 to \$1,336,809.77. Please see the attached Change Order No. 1 for a complete list of bid item cost increases and decreases.

The final payment amount owed to Arroyo's Concrete, LLC is \$66,840.40, which includes the full 5% retainage. The final invoice is attached. Funds for final payment are available in Westfield Manor Addition (Project BP0569, account #50593393-46101).

The project was originally funded as follows:

Project	Project Number and Construction Account	Amount
Heatherington Heights Addition	BP0568 ACCT#50593393-46101	\$661,500
Westfield Manor Addition	BP0569 ACCT#50593393-46101	\$109,959.69
Universal Heights Addition	BP0570 ACCT#50593393-46101	\$383,670
Edgemer Addition	BP0571 ACCT#50593393-46101	\$181,680
Total:		\$1,336,809.77

RECOMMENDATION 1:

Staff recommends that Change Order No. 1, decreasing Contract K-2324-7 for the Urban Concrete, FYE 2024 Locations, Bid 2 project with Arroyo's Concrete, LLC by \$290.23 from \$1,337,100.00 to \$1,336,809.77 be approved.

RECOMMENDATION 2:

Staff further recommends final acceptance of the Urban Concrete, FYE 2024 Locations, Bid 2 project, Contract K-2324-7, and final payment to Arroyo's Concrete, LLC be approved in the amount of \$66,840.40 available in Westfield Manor Addition (Project BP0569, account #50593393-46101).

CHANGE ORDER SUMMARY
CITY OF NORMAN
CLEVELAND COUNTY, OKLAHOMA

CHANGE ORDER NO. 1

DATE: August 27, 2024

CONTRACT NO.: K-2324-7

SUBMITTED BY: Joseph Hill

PROJECT: Street Maintenance Bond Program – Urban Concrete Pavement, FYE 2024 Locations, Bid 1

CONTRACTOR: Arroyo's Concrete, LLC
1233 SW 41st St.
Oklahoma City, Oklahoma 73109

Original Contract Time: 240 days

Original Contract Amount: \$1,337,100.00

DESCRIPTION	INCREASE	DECREASE
Change in Pay Quantities	\$84,680.97	\$84,971.20
Change in Days	0	15

NET CHANGE \$-290.23

REVISED CONTRACT TIME: 225 days

REVISED CONTRACT AMOUNT: \$1,336,809.77

See Detailed Quantity Change on Page 2 of 2:

Detailed Quantity Change:

K-2324-7 FYE '24 Urban Concrete 2							
Change Order No. 1							
ITEM	DESCRIPTION	UNIT	QUANTITY	QUANTITY INCREASE	QUANTITY DECREASE	COST INCREASE	COST DECREASE
3	Undercut	C.Y.	300.00		87.14		\$871.40
4	Saw Cut Pavement Full Depth	L.F.	1000.00	4994.91		\$19,979.64	
5	Remove Curb & Gutter	L.F.	30.00		30.00		\$300.00
6	Remove Integral Curb W/Slab	L.F.	8500.00	324.90		\$974.70	
7	Remove Existing Pavement	S.Y.	16650.00	776.19		\$7,761.90	
8	Remove Asphalt Speed Table	S.Y.	140.00		140.00		\$1,400.00
9	Type A ODOT Aggregate Base	TON	230.00	158.00		\$7,900.00	
10	3000 PSI Concrete for 6" Pavement	S.Y.	16650.00	786.95		\$43,282.25	
11	3000 PSI High-Early Strength Concrete 6" Pavement	S.Y.	1200.00		1064.97		\$63,898.20
12	Remove Sidewalk	S.Y.	150.00		22.05		\$220.50
13	3000 PSI Concrete 4" Sidewalk	S.Y.	90.00	1.52		\$76.00	
14	3000 PSI Concrete Sidewalk Ramps	S.Y.	60.00		22.01		\$2,421.10
16	Clean Topsoil	C.Y.	260.00		92.20		\$4,610.00
17	Slab Sod	S.Y.	1000.00		1000.00		\$6,000.00
18	Adjust Manhole Ring to Grade	EA.	3.00	1.00		\$550.00	
20	Repair Existing Sprinkler Head	EA.	15.00		10.00		\$500.00
21	Repair Existing Sprinkler Line	L.F.	15.00		10.00		\$150.00
22	6" Integral Curb	L.F.	8500.00	519.56		\$4,156.48	
23	Repair Inlet Box and Adjust to Grade	EA.	3.00		2.00		\$3,000.00
24	Replace Inlet Gate	EA.	2.00		2.00		\$800.00
25	Replace Inlet Hood	EA.	2.00		2.00		\$800.00
TOTALS						\$84,680.97	\$84,971.20
DIFFERENCE							-\$290.23

CONTRACTOR: *Emilio Ouedj*
 ENGINEER: *Grandis Smith*
 CITY ATTORNEY: *Elizabeth Elchale*
 ACCEPTED BY: _____
 (Mayor)

DATE: 8/6/2024
 DATE: 8/8/2024
 DATE: 8/8/24
 DATE: _____

Signatory Notarization

STATE OF Oklahoma , COUNTY OF Oklahoma , SS:

Before me, the undersigned, a Notary Public in and for said Emilio Arroyo of the Arroyo's Concrete,LLC , its Owner , to me known to be the identical person(s) who executed the foregoing change order summary 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 07th day of August , 20 24 .

My Commission Expires: 02/21/2027

Notary Public: Maria Fernanda Arroyo



City of Norman
Purchasing Division
P.O. Box 370
Norman, OK 73070

AFFIDAVIT

State of Oklahoma
County of Oklahoma

PO No. 2324-7
Invoice No.11

Amount \$66,840.4

In accordance with the Constitution of the State of Oklahoma Title 62, Section 310.9, this form must be completed and Submitted before any invoice over \$25,000.00 can be processed for payment.

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.

Emilio Arroyo

Emilio Arroyo

Official

Company Name

Arroyo's Concrete LLC

By: Architect, Contractor, Supplier,
Engineer or Supervisory

Subscribed and sworn to before me this 06th day of August, 2024.

My Commission Expires:
02/21/2027

Notary Public
Maria Fernanda Arroyo
02/21/2027
My Commission 19001887
STATE OF OKLAHOMA
(or officer having power to administer oaths)

**CONTRACT K-2324-7 STREET MAINTENANCE BOND PROGRAM - URBAN CONCRETE PAVEMENT,
FYE 2024 LOCATIONS, BID 2**

APPLICATION AND CERTIFICATE FOR PAYMENT

LOCATION: BOYD ST.

ENGINEER:

TO: CITY OF NORMAN:

CONTRACTOR: Emilio Arroyo

APPLICATION DATE: 08/06/2024
PERIOD FROM: 07/01/2024

APPLICATION NO. 11
TO: 07/30/2024

CHANGE ORDER SUMMARY

Application is made for Payment, as shown below, in connection with the Contract. The present status of the account for this Contract is as follows:

Change Orders approved in previous months by Owner	ADDITIONS \$	DEDUCTIONS \$	ORIGINAL CONTRACT SUM	\$ _____
			Net change by Change Orders	\$ _____

<u>Subsequent Change Orders</u>	TOTAL	CONTRACT SUM TO DATE	\$ _____
Number Approved (Date)			

TOTALS	Net change by Change Orders	\$ _____	TOTAL COMPLETED & STORED TO DATE	\$ 1,336,809.6
			RETAINAGE <u>5</u> %	\$ 66,840.4
			TOTAL EARNED LESS RETAINAGE	\$ _____
			LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$ 66,840.4

The undersigned Contractor certifies that the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by him for work for which previous Certificates for Payment were issued and payments received from the City, and that the current payment shown herein is now due.

CONTRACTOR: _____
By: Emilio Arroyo Date: 08/06/2024

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Inspector certifies to the City that to the best of the Inspector's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED. \$66,840.4

INSPECTOR: _____ ENGINEER/OWNER
BY: Micah Mann BY: _____

To: CITY OF NORMAN STREETS DIV.
 Re: CONTRACT K-2324-7
 STREET MAINTENANCE BOND PROGRAM - URBAN CONCRETE
 PAVEMENT, FYE 2024 LOCATIONS, BID 2
 Location: Boyd ST

PAV ESTIMATE: 11
 DATE: 08/06/2024
 Work Completed Through: 07/01/2024-07/30/2024

APPLICATION AND CERTIFICATE FOR PAYMENT

Item	Description	Unit	Estimated Quantity	Unit Price	Estimated Contract Value	Quantity This Estimate	Previous Estimated Quantity	Quantity to Date	Percent Complete	Value of Work this Estimate	Value of Work to Date
1	Mobilization	L.S.	1	\$8,000.00	\$8,000.00	0	1	1		0	\$8,000.00
2	Traffic Control (1,2,3)	L.S.	1	\$18,275.00	\$18,275.00	0	1	1		0	\$18,275.00
3	Undercut (4)	C.Y.	300	\$10.00	\$3,000.00	0	212.86	212.86		0	\$2,128.60
4	Saw Cut Pavement Full Depth (5)	L.F.	1,000	\$4.00	\$4,000.00	0	5,458.16	5,994.91		\$2,147.00	\$23,979.64
5	Remove Curb & Gutter (6)	L.F.	30	\$10.00	\$300.00	0	0	0		0	0
6	Remove Integral Curb W/Slab (6)	L.F.	8,500	\$3.00	\$25,500.00	0	8,266.57	8,824.9		\$1,674.99	\$26,474.7
7	Remove Existing Pavement (6, 7)	S.Y.	16,650	\$10.00	\$166,500.00	0	16,270.97	17,426.19		\$11,552.2	\$174,261.9
8	Remove Asphalt Speed Table (6)	S.Y.	140	\$10.00	\$1,400.00	0	0	0		0	0
9	Type A ODOT Aggregate Base	TON	230	\$50.00	\$11,500.00	0	371	388		\$850.00	\$19,400.00
10	3000 PSI Concrete for 6" Pavement (8, 9, 10, 11)	EA.	16,650	\$55.00	\$915,750.00	0	16,206.97	17,436.95		\$67,648.9	\$959,032.25
11	3000 PSI High-Early Strength Concrete 6" Pavement (8, 9, 10, 11)	S.Y.	1,200	\$60.00	\$72,000.00	0	135.03	135.03		0	\$8,101.8
12	Remove Sidewalk (6)	S.Y.	150	\$10.00	\$1,500.00	0	111.51	127.95		\$164.4	\$1,279.5
13	3000 PSI Concrete 4" Sidewalk (10,12)	S.Y.	90	\$50.00	\$4,500.00	0	75.96	91.52		\$78.00	\$4,576.00
14	3000 PSI Concrete Sidewalk Ramps (10,12)	S.Y.	60	\$110.00	\$6,600.00	0	32.66	37.99		\$586.3	\$4,178.9
15	Detectable Warning Surface	S.Y.	60	\$30.00	\$1,800.00	0	50	60		\$300.00	\$1,800.00
16	Clean Topsoil	S.F.	260	\$50.00	\$13,000.00	0	152.80	167.80		\$750.00	\$8,390.00
17	Slab Sod (13)	C.Y.	1,000	\$6.00	\$6,000.00	0	0	0		0	0
18	Adjust Manhole Ring to Grade	S.Y.	3	\$550.00	\$1,650.00	0	3	4		\$550.00	\$2,200.00
19	Adjust Water Valve	EA.	3	\$250.00	\$750.00	0	3	3		0	\$750.00
20	Repair Existing Sprinkler Head	EA.	15	\$50.00	\$750.00	0	5	5		0	\$250.00
21	Repair Existing Sprinkler Line	EA.	15	\$15.00	\$225.00	0	5	5		0	\$75.00
22	6" Integral Curb	L.F.	8,500	\$8.00	\$68,000.00	0	8,405.57	9,019.56		\$4,911.92	\$72,156.48
23	Repair Inlet Box and Adjust to Grade (14)	L.F.	3	\$1,500.00	\$4,500.00	0	1	1		0	\$1,500.00
24	Replace Inlet Grate (15)	EA.	2	\$400.00	\$800.00	0	0	0		0	0

25	Replace Inlet Hood (15)	I:A.	2	\$400.00	\$800.00	0	0	0	0	0	0
Total Base Bid		\$1,337,100.0									
		0									

	Previous Estimates	Payment Amount	EARNING TO DATE
Original Contract Amount	\$	\$ -	\$1,336,809.6
Change Orders	\$	\$ -	\$66,840.4
New Contract Amount	\$	\$ -	\$ 167,734.24
Contract Amendments	\$	\$ -	
Current Contract Amount	\$	\$ -	
			LESS 5.00% RETAINAGE
			LESS PREVIOUS ESTIMATES
			Total Due this Estimate
			\$87,318.02
	Total Due to Date	\$ -	

File Attachments for Item:

20. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2425-15: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND THUNDERBIRD CLUBHOUSE BOARD, INC., IN THE AMOUNT OF \$50,000 FOR THE COORDINATION OF ACTIVITIES FOR THE OK504 NORMAN/CLEVELAND COUNTY CONTINUUM OF CARE.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/13/2024

REQUESTER: Lisa D. Krieg

PRESENTER: Lisa D. Krieg, CDBG Grants Manager

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2425-15: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND THUNDERBIRD CLUBHOUSE BOARD, INC., IN THE AMOUNT OF \$50,000 FOR THE COORDINATION OF ACTIVITIES FOR THE OK504 NORMAN/CLEVELAND COUNTY CONTINUUM OF CARE.

BACKGROUND:

Since 2009, the City of Norman has served the Norman/Cleveland County Continuum of Care (CoC) as the designated Collaborative Applicant (CA). The general duties of the CA include the formal designation as the applicant for the CoC to collect and submit the CoC registration, CoC Consolidated Application (which includes the CoC Application and Priority Listing) and apply for CoC Planning funds on behalf of the CoC during the CoC Program Competition. The duties of this responsibility have been undertaken by multiple City of Norman staff within the Planning Department over this time period.

The CoC program was authorized within the McKinney-Vento Homeless Assistance Act of 2009 as Amended and is funded by the U.S. Department of Housing and Urban Development. The program requires that the coordination of activities be within a defined geographic area, OK504 encompasses Cleveland County, and the program further requires that a Collaborative Applicant be established for the geographic area by the relevant parties of the geographic area with the specific duties to:

- Design a collaborative process for the development of an application(s) for funding, and for evaluating the outcomes for projects for which funding is awarded in such a manner as to provide information necessary to determine compliance with:
 - Program requirements of potential funding,
 - Selection criteria for funding,
 - Establishment of priorities for funding projects for the geographic area involved.
- Participation in the Consolidated Plan for the Geographic Area(s) served by the Continuum.
- Ensure operation of, and consistent participation by, project sponsors in a community wide homeless management information system (HMIS), that

- Collects unduplicated counts of individuals and families experiencing homelessness
- Analyzes patterns of use of assistance provided for the geographic area involved
- Provides information to project sponsors and applicants for needs analysis and funding priorities

In March 2022, the City of Norman resigned as the Collaborative Applicant for OK504 Norman/Cleveland County CoC. The CoC solicited letters of intent from potential applicants with Food and Shelter, Inc. and Thunderbird Clubhouse Board, Inc. both submitting Letters of Intent. Food and Shelter, Inc. later withdrew from consideration. On March 29, 2022, the CoC Executive Board selected Thunderbird Clubhouse Board, Inc. as the Collaborative Applicant and formally registered this entity with the U.S. Department of Housing and Urban Development.

In April 2022, City Manager Darrel Pyle approved the Letter of Intent and the associated Norman/Cleveland County CoC Collaborative Applicant Job Description with the agreed upon price of \$12,500 per quarter in compensation for duties as defined. As a part of the fiscal year 24-25 (FYE 25) budget process, this activity was approved and funded as a new/expanded program.

DISCUSSION:

The proposed contract represents activities described within the contract and associated Job Description/Scope of Work. This document is codified within the CoC Governance Documents and has been approved by the CoC Executive Committee and Manager Pyle and reviewed annually for any needed amendments.

Since the designation of Thunderbird Clubhouse Board, Inc. as the Collaborative Applicant, the CoC has experienced better communication and an increase in participating agencies. It needs to be stated that the duties of the Collaborative Applicant are limited in that they are focused on the Coordination of Continuum of Care activities, not in direct client services to address homelessness.

RECOMMENDATION:

Staff has reviewed the proposed contract and recommends approval of Contract K-2425-15 in the amount of \$50,000 to Thunderbird Clubhouse Board, Inc. Funds are available in the General Fund, City Manager, Other Business Services (account 10110110-44199).

Contract No. K-2425-15

This Agreement, made and entered into this, **13th day of August, 2024** by and between the **City of Norman, Oklahoma**, a municipal corporation, hereinafter referred to as "City" and **Thunderbird Clubhouse Board, Inc.**, hereinafter referred to as "Agency."

For and in consideration of the activities agreed to be performed herein, by Agency, City agrees to distribute to Agency the total sum of \$50,000 for the OK504 Norman/Cleveland County Continuum of Care Collaborative Applicant. The Agency will provide a monthly detail of activities with an itemized invoice. Said funds to be distributed by City to Agency pursuant to the terms and conditions for the funding period of July 1, 2024, through June 30, 2025.

Budget

Norman/Cleveland County CoC Collaborative Applicant	<u>\$50,000</u>
Total Budget	\$50,000

General Provisions -- Records & Reports:

Records must also be maintained by Agency documenting all activities required under this contract. These records shall be kept for a period of five (5) years after completion of this Contract.

Agency will make all required records available for inspection by the City of Norman Community Development Division for monitoring purposes.

Agency shall ensure recognition of the role of the grantor Agency in providing services through this contract. All activities, facilities and items utilized pursuant to this contract shall be prominently labeled as to funding source. In addition, Agency will include a reference to the support provided herein in all publications made possible with funds made available under this contract.

Suspension and Termination:

In accordance with 24 CFR 85.43, suspension or termination may occur if Agency materially fails to comply with any term of the award, and the award may be terminated for convenience in accordance with 24 CFR 85.44.

Payment:

Agency agrees to submit an invoice which reflects the direct costs under this Contract. The City will make payments from these invoices. Each invoice in excess of \$25,000 must be accompanied by a notarized affidavit provided by the City. The City will provide to Agency invoices to be used with payment requests.

This contract made and entered into by and between the parties the day and year first above written and shall be binding upon the successors and assigns thereof.

Thunderbird Clubhouse Board, Inc.

Jacquita H. Napoli
President

Attest:

[Signature]
Secretary

Subscribed and sworn to before me this 1st day of August, 2024.

HEIDI SMITH
Notary Public - State of Oklahoma
Commission Number 20009494
My Commission Expires Aug 6, 2028

[Signature]
Notary Public

My Commission expires: 8/6/2028

The City of Norman, Oklahoma

Larry Heikkila, Mayor

Attest:

Brenda Hall, City Clerk

Approved as to form and legality this 9 day of Aug, 2024.

[Signature]
City Attorney's Office

Memorandum of Understanding

July 1, 2024

Between: City of Norman and Thunderbird Clubhouse Board, Inc.

Regarding the Role of the Collaborative Applicant for the Norman/Cleveland County Continuum of Care (OK504).

1. Purpose

This Memorandum of Understanding (MOU) serves as a formal agreement between the City of Norman and Thunderbird Clubhouse, Inc. to collaboratively work towards the successful implementation of the Continuum of Care program in compliance with HUD requirements. This MOU establishes a partnership between the City of Norman (hereafter referred to as "the City") and Thunderbird Clubhouse Board, Inc. (hereafter referred to as "TBCH") for the purpose of designating TBCH as the Collaborative Applicant for the Continuum of Care (CoC). This MOU outlines the roles, responsibilities, and expectations of both parties in compliance with the requirements set forth by the Department of Housing and Urban Development (HUD). The City will provide funding of \$50,000 to Thunderbird for these services referenced by Contract K-2425-15.

2. Duration

This MOU will be effective from July 1, 2024 to June 31, 2025, unless terminated earlier by either party as outlined in Section 8.

3. Roles and Responsibilities:

a. Responsibilities of Thunderbird Clubhouse Board, Inc.

i. Collaborative Applicant Duties:

1. Serve as the official entity responsible for the submission of the CoC Program application to HUD.
2. Coordinate the CoC planning process, ensuring compliance with HUD regulations and requirements.
3. Collect, compile, and submit all necessary data and documentation required for the CoC application.
4. Ensure all stakeholders, including service providers and community members, are engaged in the CoC planning process.
5. Facilitate regular CoC meetings and ensure the documentation of meeting minutes and decisions.

ii. Data Management and Reporting:

1. Oversee the Homeless Management Information System (HMIS) to ensure accurate data collection and reporting.
2. Submit all required reports to HUD and other relevant agencies in a timely manner.

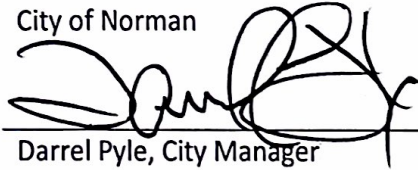
- iii. Grant Administration:
 1. Manage the application process and monitoring of CoC program funds and Emergency Solutions Grant (ESG) Funding.
 2. Ensure all recipients are compliant with HUD regulations and requirements.
 3. Provide technical assistance and support to recipients as needed.
 - iv. Monitoring and Evaluation:
 1. Develop and implement a monitoring plan to evaluate the performance of CoC and ESG funded projects.
 2. Report on performance outcomes to the CoC membership and HUD.
 - b. Responsibilities of the City of Norman
 - i. Funding:
 1. Provide TBCH with \$50,000 (K-2425-15) in funding to support its role as the Collaborative Applicant.
 2. Any funding available from the US Department of Housing and Urban Development for the administration of the Continuum of Care Program is hereby assigned to Thunderbird Clubhouse Board, Inc. for any allowable defined use within the funding. (Planning Grant). TBCH is responsible for any required match for this funding.
 - ii. Support and Collaboration:
 1. Assist TBCH in coordinating with local government agencies, service providers, and other stakeholders.
 2. Participate in CoC meetings and provide input and support as needed.
- 4. **Compliance and Oversight:**
 - a. Ensure that TBCH complies with all HUD requirements and regulations as the Collaborative Applicant.
 - b. Monitor the performance of TBCH and provide feedback and support as needed.
- 5. **Communication**
 - a. Both parties agree to maintain open and regular communication to ensure the successful implementation of this MOU. This includes regular meetings, email updates, and timely responses to inquiries.
- 6. **Confidentiality**
 - a. Both parties agree to maintain the confidentiality of any sensitive information obtained during the course of this partnership and to comply with all relevant privacy laws and regulations.
- 7. **Modification of Agreement**
 - a. This MOU may be modified or amended only by written agreement signed by both parties.

8. Termination

- a. Either party may terminate this MOU with 30 days' written notice. Upon termination, all funds provided by the City to TBCH that have not been expended shall be returned to the City.

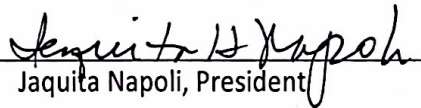
By signing below, the parties agree to the terms outlined in this MOU.

City of Norman



Darrel Pyle, City Manager

Thunderbird Clubhouse Board, Inc.



Jaquita Napoli, President

File Attachments for Item:

21. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF AWARDED BID-2425-10 AND CONTRACT K-2425-35: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND INDUSTRIAL HYDRO SERVICES, IN THE AMOUNT OF \$303,000; PERFORMANCE BOND B-2425-25; STATUTORY BOND B-2425-26; FOR THE REMOVAL OF AND DISPOSAL OF BIOSOLIDS FROM THE STORM HOLDING PONDS AT THE WASTEWATER RECLAMATION FACILITY AND APPROPRIATION FROM THE WASTEWATER RECLAMATION FUND BALANCE.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/27/2024

REQUESTER: Steven Hardeman, Water Reclamation Facility Superintendent

PRESENTER: Peter Wolbach, Staff Engineer

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF AWARDED BID-2425-10 AND CONTRACT K-2425-35: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND INDUSTRIAL HYDRO SERVICES, IN THE AMOUNT OF \$303,000; PERFORMANCE BOND B-2425-25; STATUTORY BOND B-2425-26; FOR THE REMOVAL OF AND DISPOSAL OF BIOSOLIDS FROM THE STORM HOLDING PONDS AT THE WASTEWATER RECLAMATION FACILITY AND APPROPRIATION FROM THE WASTEWATER RECLAMATION FUND BALANCE.

BACKGROUND:

The Wastewater Reclamation Facility (WRF) utilizes several storage basins for managing peak wastewater flows and storing flows from treatment processes during plant upsets. Specifically, biosolids from the digesters have been diverted to the ponds due to equipment failures with the dewatering centrifuges. A separate project is underway at the WRF that will replace key dewatering equipment, which will in turn reduce future biosolids diversions to the ponds.

Biosolids stored in the NW and NE storage basin cell are ready for removal. Contract services are necessary for the timely removal of excess biosolids accumulated in the basin. This will allow staff to resume their normal daily biosolids production while remaining in compliance with their Oklahoma Department of Environmental Quality (ODEQ) Discharge Permit.

DISCUSSION:

A Request for Proposals was issued on July 2, 2024, to twelve potential bidders. Each prospective bidder, along with their location and contact information, is attached in the Tabulation of Bids. The Invitation to Bid was advertised on July 19 and 24, 2024. Three (3) bids were received on July 25, 2024, as shown in the attached Bid Record/Tabulation. Industrial Hydro Service submitted the lowest bid of \$0.061 per gallon to remove and dispose of the estimated volume of 5,000,000 gallons. Based on the estimated volume to be removed, the total contract amount equates to \$303,000.

Funding for these services is proposed to be taken from the Water Reclamation Fund, Business Services-Sludge Removal (Account Number 32955145-44121). The current available balance in the account is \$236,797. To provide the required additional funding, an appropriation in the

amount of \$200,000 from the Water Reclamation Fund balance (Account Number 32-29000) into Business Services-Sludge Removal (Account Number 32955145-44121) is requested.

The City of Norman is exempt from the payment of any sales or use taxes. Pursuant to Title 68 O.S., Section 1356 (10) and as allowed by Oklahoma Tax Commission Rules Part 27 Trust Authority 710:65-13-140, direct vendors to the NUA are also exempt from those taxes. A bidder and his subcontractors may exclude from their bid sales taxes on appropriate equipment, materials, and supplies that will not have to be paid while acting on behalf of the NUA. To minimize project costs, the NUA will make payment directly to vendors supplying equipment and materials for incorporation into the project.

Work is anticipated to begin shortly after contract award.

RECOMMENDATION 1:

Staff recommends the Norman Utilities Authority Trustees receive bids meeting specification, award Bid Number 2425-10 and approve Contract K-2425-35 to Industrial Hydro Service, in the amount of \$303,000, and approve of associated bonds.

RECOMMENDATION 2:

Staff recommends appropriation of \$200,000 from the Wastewater Reclamation Fund balance (Account Number 32-29000) into the Business Services – Sludge Removal (Account 32955145-44121).

CONTRACT

THIS CONTRACT made and entered into this 15 day of August, 2024 (the "Effective Date"), by and between NORMAN UTILITIES AUTHORITY, a municipal corporation, hereinafter as the AUTHORITY, and Industrial Hydro Services, LLC, hereinafter as the CONTRACTOR.

WITNESSETH

WHEREAS, the AUTHORITY 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 said bidding documents, and has caused Solicitation for Bids 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:

REMOVAL AND LAND APPLICATION OF LIQUID BIOSOLIDS

Removal and land application of approximately 5.0 million gallons of liquid class "B" biosolids from the NW and NW Storm holding ponds as outlined and set out in the bidding documents and specifications which are incorporated herein by reference and made a part hereof; and

WHEREAS, the CONTRACTOR in response to said Solicitation for Bids, has submitted to the AUTHORITY in the manner and at the time specified, a sealed proposal in accordance with the terms of said bidding documents to specifications; and

WHEREAS, the AUTHORITY, 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-named project, and has duly awarded this contract to said Contractor for the sum named in the proposal, to wit: *Industrial Hydro Service (HIS) (\$303,000) at unit cost of \$0.061 per gallon.*

NOW, THEREFORE, for and in consideration of the mutual agreement and covenants herein contained, the parties to this AGREEMENT have agreed, and hereby agree, as follow:

1. CONTRACTOR shall, in a good and first-class, workmanlike 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 the bid proposal and specifications and this AGREEMENT and the following Contract Documents: Notice to Bidders, Instruction to Bidders, the Contractor's Bid or Proposal, Specifications, Provisions, and Bonds, and are all made a part of this AGREEMENT as fully as if the same were set out in full.
2. The AUTHORITY shall make payment to the contractor in the following manner: Upon 50% completion, as determined by the Project Manager, and upon completion and acceptance of the Project by the AUTHORITY, CONTRACTOR shall submit

an invoice requesting payment.. The City shall complete payment to CONTRACTOR within thirty (30) days of a proper invoice receipt.

3. The CONTRACTOR shall commence said work within fourteen (14) calendar days following receipt of a NOTICE-TO-PROCEED, prosecute the same vigorously and continuously, and complete the same within sixty (60) calendar days following receipt of NOTICE-TO-PROCEED.
4. Materials and/or services purchased by CONTRACTOR in connection with the City project shall be subject to the payment of City sales tax.
5. The CONTRACTOR shall 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 AUTHORITY; and that in the event any additions are provided by the CONTRACTOR without such authorization, the CONTRACTOR shall not be entitled to any compensation therefore whatsoever.
6. The parties mutually agree and acknowledge that this is an Oklahoma AGREEMENT and any dispute shall be resolved in accordance with the Laws of the State of Oklahoma and actions if necessary shall be brought in the District Court of Cleveland County. In the event of ambiguity in any of the terms of this AGREEMENT, it shall not be construed for or against any party on the basis that such party did or did not author the same.
7. No provision of this AGREEMENT or of any such aforementioned documents shall be interpreted or given legal effect to create an obligation on the part of the AUTHORITY to third persons, including, by way of illustration but not exclusion, sureties upon performance bonds, payment bonds 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 AUTHORITY or in any way to restrict the freedom of the AUTHORITY to exercise full discretion in its dealing with the Contractor.
8. The CONTRACTOR shall, at all times, observe and comply with all Federal and State laws and City of Norman ordinances and regulations which in any manner affect the conduct of the work and shall observe and comply with all orders and decrees which exist at the present or which may be enacted later, or bodies or tribunals having jurisdiction or authority over the work.
9. The CONTRACTOR and their Surety shall defend, indemnify, and save harmless the AUTHORITY and all its officers, agents, and employees against any claims or liabilities arising from or based on the violation of any such law, ordinance, regulation, order, or decree whether by themselves or their employees.
10. CONTRACTOR'S Indemnification

- A. The CONTRACTOR shall not commence work under this contract until they have obtained all insurance required under this AGREEMENT, and such insurance has been reviewed by the AUTHORITY, nor shall the CONTRACTOR allow any subcontractor to commence work on their subcontract until all similar insurance required of the subcontractor has been so obtained and accepted.
- B. The CONTRACTOR shall indemnify and hold harmless the AUTHORITY and its agents and employees from and against all claims, damages, losses and expenses; including attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense (a) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including the loss of use resulting therefrom; and (b) is caused in whole or in part by any negligent act or omission of the CONTRACTOR, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.
- C. In any and all claims against the AUTHORITY or any of its agents or employees, by any employee of the CONTRACTOR, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the CONTRACTOR or any subcontractor under Workmen's Compensation acts, disability benefit acts, or any other employee benefit acts.

- 11. If any provision of this AGREEMENT or the application thereof to any circumstances shall, to any extent, be invalid or unenforceable, then the remainder of this AGREEMENT or the application of such provision, or portion thereof, and each provision of this AGREEMENT, shall be valid and enforceable to the fullest extent permitted by law.
- 12. Any notice, demand, or other communication under this Agreement shall be sufficiently given or delivered when it is deposited in the United States mail, registered or certified mail, postage prepaid, return receipt requested, sent by recognized overnight courier, or delivered personally to:

AUTHORITY: Norman Municipal Authority
P.O. Box 370
Norman, OK 73070
Attn: Mayor Larry Heikkila
With Copy to: Utilities Manager

CONTRACTOR: Industrial Hydro Services
Att: Renè Maltais

P.O. Box 1564

Purcell, OK 73080

13. This AGREEMENT, along with any attachments and exhibits hereto, is the full and complete integration of the Parties' agreement with respect to the matters addressed herein, and that this AGREEMENT supersedes any previous written or oral agreements between the Parties with respect to the matters addressed herein; and, unless otherwise stated, to the extent there is any conflict between this AGREEMENT and any other agreement (written or oral), the terms of this AGREEMENT shall control.
14. The Parties may execute this AGREEMENT in two or more counterparts, which shall, in the aggregate, be deemed an original but all of which, together, shall constitute one and the same instrument. A scanned, electronic, facsimile or other copy of a party's signature shall be accepted and valid as an original.
15. The signatories to this AGREEMENT warrant and represent that each is authorized to execute this AGREEMENT and that their respective signatures serve to legally obligate their respective representatives, agents, successors and assigns to comply with the provisions of this AGREEMENT.
16. CONTRACTOR shall not assign or transfer this AGREEMENT, or any interest herein, without the prior written consent of AUTHORITY (which shall not be unreasonably withheld, conditioned or delayed), and AUTHORITY'S consent to an assignment shall not be deemed to be consent to any subsequent assignment.

[Signatures on following page]

IN WITNESS WHEREOF, NORMAN UTILITIES AUTHORITY and INDUSTRIAL HYDRO SERVICES, LLC have executed this AGREEMENT.

DATED this ____ day of _____, 2024

INDUSTRIAL HYDRO SERVICES, LLC

(Corporate Seal)
(Where applicable)

Industrial Hydro Services, LLC
Principal

ATTEST:

Signed: Maggi Wagner
Authorized Representative
Member
Title

Corporate Secretary (where applicable)

Address: PO Box 1564
Purcell, OK 73080
Telephone: 405 473-8556



*Maggi Wagner
Signed in front of
me 8-15-2024
Donna Denise Meyer*

NORMAN UTILITIES AUTHORITY

Approved by the NORMAN UTILITIES AUTHORITY this ____ day of _____, 2024.

ATTEST:

Secretary

Chairman

Approved as to form and legality this 23 day of Aug, 2024.

[Signature]
Authority Attorney

NATIONAL AMERICAN INSURANCE COMPANY
CHANDLER, OKLAHOMA
POWER OF ATTORNEY

Number: CBB0065292

DUPLICATES SHALL HAVE THE SAME FORCE AND EFFECT AS AN ORIGINAL ONLY WHEN ISSUED IN CONJUNCTION WITH THE ORIGINAL.

KNOW ALL MEN BY THESE PRESENTS: That the National American Insurance Company, a corporation duly organized under the laws of the State of Oklahoma, having its principal office in the city of Chandler, Oklahoma, pursuant to the following resolution, adopted by the Board of Directors of the said Company on the 8th day of July, 1987, to wit:

"Resolved, that any officer of the Company shall have authority to make, execute and deliver a Power of Attorney constituting as Attorney-in-fact, such persons, firms, or corporations as may be selected from time to time.

Resolved that nothing in this Power of Attorney shall be construed as a grant of authority to the attorney(s)-in fact to sign, execute, acknowledge, deliver or otherwise issue a policy or policies of insurance on behalf of National American Insurance Company.

Be It Further Resolved, that the signature of any officer and the Seal of the Company may be affixed to any such Power of Attorney or any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such powers so executed and certified by facsimile signature and facsimile seal shall be valid and binding upon the Company in the future with respect to any bond and documents relating to such bonds to which it is attached."

National American Insurance Company does hereby make, constitute and appoint

Daniel L. Somers

its true and lawful attorney(s)-in-fact, with full power and authority hereby conferred in its name, places and stead, to sign, execute, acknowledge and deliver in its behalf, and its act and deed, as follows:

To bind the company for bonds, not to exceed \$4,000,000.00 for any single bond. And to bind National American Insurance Company thereby as fully and to the same extent as if such bonds and documents relating to such bonds were, signed by the duly authorized officer of the National American Insurance Company, and all the acts of said Attorney(s) pursuant to the authority herein given, are hereby ratified and confirmed.

IN WITNESS WHEREOF, the National American Insurance Company has caused these presents to be signed by any officer of the Company and its Corporate Seal to be hereto affixed.



NATIONAL AMERICAN INSURANCE COMPANY

W. Brent LaGere

W. Brent LaGere, Chairman & Chief Executive Officer

STATE OF OKLAHOMA)
COUNTY OF LINCOLN) SS:

On this 21st day of March, A.D. 2022, before me personally came W. Brent LaGere, to me known, who being by me duly sworn, did depose and say; that he resides in the County of Lincoln, State of Oklahoma; that he is the Chairman and Chief Executive Officer of the National American Insurance Company, the corporation described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation and that he signed his name, thereto by like order.



Crystal Exp

Notary Public
My Commission Expires August 27, 2025
Commission #13007877

STATE OF OKLAHOMA)
COUNTY OF LINCOLN) SS:

I, the undersigned, Secretary of the National American Insurance Company, an Oklahoma Corporation, DO HEREBY CERTIFY that the foregoing and attached POWER OF ATTORNEY remains in full force.

Signed and Sealed at the City of Chandler.

Dated the 25th day of August, 2024



R. Patrick Gilmore

R. Patrick Gilmore, Secretary

STATUTORY BOND

Know all men by these presents that Industrial Hydro Services, LLC, as PRINCIPAL, and National American Insurance Company, a corporation organized under the laws of the State of Oklahoma, and authorized to transact business in the State of Oklahoma, as SURETY, are held and firmly bound unto NORMAN UTILITIES AUTHORITY, a Public Trust of the State of Oklahoma, herein called AUTHORITY, in the sum of Three Hundred Thousand, Three Thousand & no/100 Dollars (\$303,000.⁰⁰), 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:

REMOVAL AND LAND APPLICATION OF LIQUID BIOSOLIDS NORMAN, OKLAHOMA

has entered into a written CONTRACT (K-2425-35) with the AUTHORITY, dated August 15th 2024 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 and 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 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 §2, 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 25th day of August, 2024, 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 25th day of August, 2024.

(Corporate Seal) (where applicable)

ATTEST

Corporate Secretary (where applicable)

Industrial Hydro Services, LLC
PRINCIPAL

Signed: +

Rene Maltais
Authorized Representative

Rene Maltais, member
Name and Title

Address:

PO Box 1564
Purcell, OK 73080

Telephone:

405.867.1293
405.585.6887

(Corporate Seal)

ATTEST

Corporate Secretary

National American Insurance Company
SURETY

Signed:

Daniel G. Somers
Authorized Representative

Daniel G. Somers, Atty-In-Fact
Name and Title

Address:

P.O. Box 788
Lindsay, OK 73052

Telephone:

(405) 756-3526

CORPORATE ACKNOWLEDGEMENT

STATE OF OKLAHOMA)
)§
COUNTY OF McClain)

The foregoing instrument was acknowledged before me this 15th day of August,
20 24, by Rene Maltuis of Industrial Hydro Services, LLC
Name and Title
a Oklahoma corporation, on behalf of the corporation.

WITNESS my hand and seal this 15th day of August 20 24.
Tiffani Shebester
Notary Public

My Commission Expires: 8-21-25



INDIVIDUAL ACKNOWLEDGEMENT

STATE OF OKLAHOMA)
)§
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____,
20 _____, by _____ an individual.
Name and Title

WITNESS my hand and seal this _____ day of _____ 20 _____.

Notary Public

My Commission Expires: _____

PERFORMANCE BOND

Know all men by these presents that Industrial Hydro Services, LLC, as PRINCIPAL, and National American Insurance Company, a corporation organized under the laws of the State of Oklahoma, and authorized to transact business in the State of Oklahoma, as SURETY, are held and firmly bound unto NORMAN UTILITIES AUTHORITY, a Public Trust of the State of Oklahoma, herein called AUTHORITY, in the sum of Three Hundred Thousand, Three Thousand & no/100 Dollars (\$303,000.00), 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:

REMOVAL AND LAND APPLICATION OF LIQUID BIOSOLIDS
NORMAN, OKLAHOMA

has entered into a written CONTRACT (K2425-35) with the AUTHORITY, dated August 15th, 2024 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 the 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 AUTHORITY from all loss, damage, and expense to life or property suffered or sustained by any person, firm, or corporation caused by the 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 the PRINCIPAL or his or its agents, servants, or employees; and if the PRINCIPAL shall protect and save the AUTHORITY harmless from 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 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 15th day of August, 2024, 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 15th day of August, 2024.

(Corporate Seal) (where applicable)

ATTEST

Corporate Secretary (where applicable)

Industrial Hydro Services, LLC
PRINCIPAL

Signed:

Rene Maltais
Authorized Representative

Rene Maltais, member
Name and Title

Address:

P.O. Box 1564
Purcell, OK 73080

Telephone:

405-867-1293
405-535-6887

(Corporate Seal)

ATTEST

Corporate Secretary

National American Insurance Company
SURETY

Signed:

Daniel L. Somers
Authorized Representative

Daniel L. Somers, Atty-In-Fact
Name and Title

Address:

P.O. Box 788
Lindsay, OK 73052

Telephone:

(405) 756-3116

CORPORATE ACKNOWLEDGEMENT

STATE OF OKLAHOMA)
COUNTY OF McClem)§

The foregoing instrument was acknowledged before me this 15th day of August,
20 24, by Reni Maltais of Industrial Hydro Services, LLC
Name and Title
a Oklahoma corporation, on behalf of the corporation.

WITNESS my hand and seal this 15th day of August, 2024.
Tiffani Shebester
Notary Public

My Commission Expires: 8/21/25



INDIVIDUAL ACKNOWLEDGEMENT

STATE OF OKLAHOMA)
COUNTY OF _____)§

The foregoing instrument was acknowledged before me this ____ day of _____,
20 _____, by _____ an individual.
Name and Title

WITNESS my hand and seal this ____ day of _____, 20 _____.

Notary Public

My Commission Expires: _____

PARTNERSHIP ACKNOWLEDGEMENT

STATE OF OKLAHOMA)
)§
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____,
20 _____, by _____ partner (or agent) on behalf of
 Name and Title
_____, a partnership.

WITNESS my hand and seal this _____ day of _____, 20 _____.

Notary Public

My Commission Expires: _____

NORMAN UTILITIES AUTHORITY

APPROVED as to form and legality this 23 day of Aug, 2024.



AUTHORITY Attorney

Approved by the Trustees of the NORMAN UTILITIES AUTHORITY this _____ day of _____, 20 _____.

NORMAN UTILITIES AUTHORITY

ATTEST

By: _____

Title: Chairman

Secretary

CITY OF NORMAN
 NORMAN WATER RECLAMATION FACILITY
 NORMAN, OKLAHOMA

TABULATION OF BIDS
 BID NO.: 2425-10

The following is a tabulation of bids received by the City of Norman for the removal and land application of approximately 5,000,000 gallons of liquid biosolids for the Water Reclamation Division of the Utilities Department.

Bidders:	Total Price
1. <i>Denali Water Solutions (Russellville, Ark.)</i>	\$421,000
2. Environmental Management (Guthrie, Ok.)	No Response
3. <i>Hodges Farms and Dredging LLC.</i>	\$ 580,000
4. <i>Industrial Hydro Services (Purcell, Ok.)</i>	\$ 303,000
5. Miller Lagoon Services (Mt. Ida, Ark.)	No Response
6. Nutri-Ject Systems Inc. (Hudson, Iowa)	No Response
7. OSI Environmental (Okla. City, Ok.)	No Response
8. Sandyland Environmental Services (Allen, Ok)	No Response
9. Spike Enterprise (Okla. City, OK.)	No Response
10. Synagro Central LLC (Hampshire, ILL.)	No Response
11. Tonto Inc, (Muskogee, Ok.)	No Response
12. Woods Pumping Services (Maysville, Ok.)	No Response

RECOMMENDATION: Award of Contract No.: K-2425-30 in the amount of \$303,000 to Industrial Hydro Services, as the lowest and best bidder.

Steven D. Hardeman

Plant Manager
Norman Utilities Authority
Norman Water Reclamation Facility

D: 2425-10

TITLE: Removal and Disposal of Storm Holding Ponds

DATE: 7/25/24

BIDDER NAME	TOTAL UNIT PRICE/GAL						
1. Denali Water Solutions LLC	\$ 0.0842	\$	\$	\$	\$	\$	\$
2. Industrial Hydro Services LLC	\$ 0.061	\$	\$	\$	\$	\$	\$
3. Hodges Farms & Dredging	\$ 0.116	\$	\$	\$	\$	\$	\$
4.	\$	\$	\$	\$	\$	\$	\$
5.	\$	\$	\$	\$	\$	\$	\$
6.	\$	\$	\$	\$	\$	\$	\$
7.	\$	\$	\$	\$	\$	\$	\$
8.	\$	\$	\$	\$	\$	\$	\$
9.	\$	\$	\$	\$	\$	\$	\$
10.	\$	\$	\$	\$	\$	\$	\$
11.	\$	\$	\$	\$	\$	\$	\$
12.	\$	\$	\$	\$	\$	\$	\$
13.	\$	\$	\$	\$	\$	\$	\$

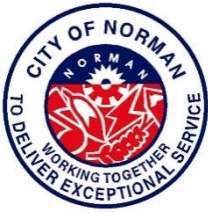
Received and Opened by: Fred Duke

Date: 7.25.2024

Company Name	Contact Person	Contact Email	Phone
Environmental Management	Damon Yost	dyost@emick.com	405-282-8510
Tonto Environmental LLC	Tom Howard	cheryl.leatherman@gmail.com tonto.larry@gmail.com	918-683-8192
Industrial Hydro Services LLC	Shelby Cagle	shelby@industrialhydroservices.com	405-867-1293
OSI Environmental	Darlene Pryor	dpryor@orienvironmental.com	405-943-8969
Nutri-Ject Sys. Inc	Scott Wienands	scott@nutriject.com	319-988-4205 Ext 212 319-239-9017 Cell
Denali Water Solutions <i>NOT BIDDER - Superintendent</i>	Gary Emery	gary.emery@denaliwater.com jeff.skains@denaliwater.com	479-747-6188 479-462-2757
ASC Environmental Services	Shauna Perkins	ascsrv@sbcglobal.net	972-287-7100
Woods Pumping Service Inc.	Michael Welch	mwelch@woodspumping.com	405-318-1716 (c) 405-449-3485
Sandyland Envir. Services	Greg Turpin	greg@sandylandok.com	580-465-2756
Hodges Farms & Dredging LLC	Jeff Hodges	jeff@hodgesfd.com	620-343-0513
Synagro Central LLC	Will Walker	wwalker@synagro.com sales@synagro.com	1-224-242-0666 800-370-0035
Spike Enterprise	David Roberson	droberson@spikeenterprise.com	800-235-0270
Miller Environmental LLC	Regional Sales Manager	www.spikeenterprise.com	405-255-9321
	Stan Miller	millerangus@yahoo.com	479-243-8804
	Freda Miller		479-243-5197

File Attachments for Item:

22. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF AWARDDING BID-2324-43, AND CONTRACT K-2425-42: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND MULTISPORTS, LLC, IN THE AMOUNT OF \$272,842, MAINTENANCE BOND MB-2425-17, PERFORMANCE BOND B-2425-23; AND STATUTORY BOND B-2425-24 FOR THE YOUNG FAMILY ATHLETIC CENTER (YFAC) OUTDOOR PICKLEBALL COURTS CONSTRUCTION PROJECT, AND ADOPTION OF RESOLUTION R-2425-35, GRANTING TAX EXEMPT STATUS.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 8/27/2024

REQUESTER: Jason Olsen, Director of Parks and Recreation

PRESENTER: Jason Olsen, Director of Parks and Recreation

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF AWARDDING BID-2324-43, AND CONTRACT K-2425-42: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND MULTISPORTS, LLC, IN THE AMOUNT OF \$272,842, MAINTENANCE BOND MB-2425-17, PERFORMANCE BOND B-2425-23; AND STATUTORY BOND B-2425-24 FOR THE YOUNG FAMILY ATHLETIC CENTER (YFAC) OUTDOOR PICKLEBALL COURTS CONSTRUCTION PROJECT, AND ADOPTION OF RESOLUTION R-2425-35, GRANTING TAX EXEMPT STATUS.

BACKGROUND:

In October 2015, Norman residents passed the Norman Forward initiative, funding various projects through a ½% sales tax increase over fifteen years. The Norman Forward initiative included projects to construct a new Multi-Sport Complex and Indoor Aquatic Facility.

The Multi-Sport Complex and Indoor Aquatic Facility were initially proposed as separate projects. After extensive public input and consideration by the City Council, acting as Trustees of the Norman Municipal Authority (NMA), these projects were combined into one comprehensive project in 2018, located at the southeast corner of 24th Avenue NW and Rock Creek Road. This new sports and aquatic complex includes eight full-sized basketball or twelve volleyball courts; a 25-meter, eight-lane lap pool; a 25-yard, four-lane warm-up pool; concession stands; retail space; administration offices; and, through a partnership with Norman Regional Health System (NRHS), a health and wellness clinic. The building and the project were named the Young Family Athletic Center ("YFAC") in July of 2021 (K-2122-27) after the Trae Young Family Foundation (TYFF) agreed to donate \$4,000,000 to the construction of the building, and the health and wellness clinic is now "Ortho Central" and "NMotion".

The YFAC officially opened to the public on February 19, 2024. Since then, there has been an ongoing effort to look for ways to offer increased opportunities for residents to participate in the various programs and sports offered. Programs include indoor gym sports, such as basketball, volleyball, and pickleball, and the pool's different aquatic activities. Residents often asked for additional outdoor sports courts and activities, especially lighted pickleball courts and sand volleyball. The design team for the outdoor portion of the YFAC is JHBR Architecture. They created schematic designs for these sports and other outdoor recreation on the east side of the

building as part of their work. There is also a citywide occurrence of requests for outdoor pickleball courts. With this in mind, a Request for Proposals (RFP) was issued to construct six lighted outdoor pickleball courts with fencing and paved walkways to and around the courts, based on the concept drawing from JHBR. Those proposing the work would be responsible for the courts' final layout and construction design, which the City will review and approve before starting construction.

It was determined that funding for the construction could either come from: 1) the funds remaining in the project once the original YFAC construction contract with GE Johnson was closed, or 2) from other funding sources, such as the parks portion of the City's Room Tax. It is anticipated that construction for other outdoor sports courts or fields at the YFAC may be needed in the coming years, as funding allows, and as customer demands drive our programming at this very popular new facility.

DISCUSSION:

On March 9 and 16, 2024, RFP Number 2324-43 for the YFAC Pickleball Courts Project was advertised in the Norman Transcript, Southwest Construction News, e-Plan, i-Square Foot, Bid News, and the City's website. Bid packets were distributed to six general construction contractors, five of whom responded with complete proposals.

The Parks Development Division reviewed the proposals, which included a base bid to do the work, including the final design and layout based on the schematic design prepared by JHBR Architecture. When the different proposals were compared, it was determined that the bid from Multisports, LLC (Multisports) presented the best pricing to fulfill the project's goals. The lighting for each bidder was included as part of the lump-sum proposal. Once a low bidder was chosen and notified, however, staff requested that a revised estimate of the work be provided that did not include the lighting. Pickleball is a sport that can be played day or night, and lights can be added after the courts are constructed, as long as there is a way to connect the light poles to a power source without damaging the court surfaces.

It was determined that the installation of the lighting would be delayed and the construction of the courts would be done in anticipation of lighting being added in the future.

Staff recommends awarding Contract Number K-2324-42 to Multisports, LLC, in the amount of \$272,842 for the YFAC Outdoor Pickleball Courts Construction Project. The funding is proposed to come from an appropriation from the parks development portion of the Room Tax Fund balance. Appropriated funds will be used to cover the cost of the courts' construction as well as the costs the City of Norman anticipates to pay for concrete testing and other third-party services associated with the project.

RECOMMENDATION 1: It is recommended that the City Council appropriate \$290,000 from the Room Tax Park Development Fund Balance (23-79000) into YFAC Outdoor Pickleball Courts, Construction (Account 23793375-46101; Project RT0093)

RECOMMENDATION 2: It is recommended that Bid Number 2324-43 be awarded to Multisports, LLC, in the amount of \$272,842 for the YFAC Outdoor Pickleball Courts Construction Project.

RECOMMENDATION 3: It is further recommended that the City Council approve Contract K-2425-42, Performance Bond B-2425-23, Statutory Bond B-2425-24, and Maintenance Bond MB-2425-17 for the YFAC Outdoor Pickleball Courts Construction Project.

RECOMMENDATION 4: It is further recommended that Multisports, LLC, be authorized and appointed as project agent for the YFAC Outdoor Pickleball Courts Construction Project by Resolution R-2425-35 to avoid the payment of sales tax on materials purchases related to the project.

Contract # K-2425-42

CONTRACT

THIS CONTRACT made and entered into this _____ day of _____, 20____, by and between Multisports, LLC, hereinafter designated as “Contractor”, and the City of Norman, a municipal corporation, hereinafter designated as “City”.

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 said bidding documents, and has caused Solicitation for Bids 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:

YOUNG FAMILY ATHLETIC CENTER OUTDOOR PICKLEBALL COURTS

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 Solicitation for Bids, has submitted to the City, in 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 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 total sum named in the proposal, to wit: Two Hundred Seventy Two Thousand Eight Hundred Forty Two DOLLARS and Zero CENTS (\$272,842.00);

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, workmanlike manner at their 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:
 - i. Specifications, Provisions and Bonds thereto, all of which documents are on file in the office of the City Clerk of the City of Norman, and are made a part of this Contract as fully as if the same were set out at length, with the following additions and or exceptions: (If none, so state.) NONE
 - ii. The Notice to Bidders published in the Norman Transcript March 9 and 16, 2024; the Request for Proposal (RFP#2324-43), containing the instructions to bidders and the special and general provisions of specifications; and the Contractor's bid or proposal;

Contract # K-2425-42

each of said instruments on file in the office of the City Clerk of the City of Norman, are made part of this contract as if fully written in detail herein or attached thereto.

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 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 obligation 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.

2. The City shall make payments to the Contractor in the following manner:
 - i. The project manager, 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, to submit to the City as an application for payment. The Contractor shall furnish to the project manager, or the appropriate person, such detailed information as they may request to aid them as a guide in the preparation of the application for payment. Each estimate and application for payment must contain or have attached an affidavit as required by Senate Bills 469 of the 1974 Legislature. The City will pay Contractor within thirty (30) days of receipt of the application for payment and only after the work contained in the application for payment has been fully completed and has been approved and accepted by the City.
 - ii. On completion of all the work, but prior to the acceptance thereof by the City, it shall be the duty of the project manager, or other appropriate person, to determine that said work has been completely and fully performed in accordance with this Contract and the 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 them 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 estimates to the Contractor; thereupon, the final estimate (including retainages) will be approved and paid within thirty (30) days and only after all the work has been fully completed to the satisfaction of the City.
3. It is further agreed that the Contractor will commence said work within Ten (10) days following receipt of a NOTICE-TO-PROCEED, and prosecute the same vigorously and continuously, and complete the same in One Hundred Twenty (120) calendar days. The City may terminate this Contract for any reason upon thirty (30) days written notice to Contractor.

Contract # K-2425-42

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

City:

James Briggs
Park Development Manager
225 N. Webster Ave.
Norman, OK 73070

Contractor:

Multisports, LLC:
Mitch Pinkham; Managing Member
301 W. 53rd Street N.
Wichita, KS 67204

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

6. Insurance: Contractor shall, at its own expense, keep in force insurance of the following types and in not less than the following amounts, issued by a company or companies licensed to do business in Oklahoma and is of sound and adequate financial responsibility, against all liabilities for accidents arising out of or in connection with Contractor's performance of this Contract, except when caused by the City's negligence or that of its agents or employees, and shall furnish to the City certificates evidencing such insurance subject to the limitations set forth above in respect to the City's sole negligence and Contractor shall furnish a certificate to the effect that such insurance shall not be changed or cancelled without ten (10) days prior notice to the City, said notice shall be written and shall be given by Contractor, to wit:

Contract # K-2425-42

- i. Worker's Compensation Insurance and Employer's Liability Insurance as prescribed by State Statute, for all of Contractor's employees and subcontractors working on the project, with the subcontractors to also provide the same.
 - ii. Provide both Commercial General Liability Insurance and Automobile Liability Insurance for personal injury and property damage in limits prescribed by the Oklahoma Governmental Tort Claims Act (51 O.S. § 151 et seq.) and subsequent revisions thereto, as follows:
 - a. \$25,000 for loss of property arising out of a single act or occurrence.
 - i. \$125,000 per person for any other loss arising out of a single act or occurrence.
 - b. \$1,000,000 for any number of claims arising out of a single act or occurrence.
7. Miscellaneous:
- i. *Counterparts*: This Contract may be executed in any number of counterparts, each of which shall be deemed an original and constitute the same instrument.
 - ii. *Severability*: If any provision of this Contract is determined to be unenforceable, invalid or illegal, then the enforceability, validity and legality of the remaining provisions will not in any way be affected or impaired, and such provision will be deemed to be restated to reflect the original intentions of the parties as nearly as possible in accordance with applicable law.
 - iii. *Governing Law; Venue*: This Contract shall be governed and construed in accordance with the laws of the United States of America and the State of Oklahoma. The venue for any action under this agreement shall be in the District Court of Cleveland County, Oklahoma or the United States District Court for the Western District of Oklahoma. The parties agree to submit to the subject matter and personal jurisdiction of said court.
 - iv. *Authority*: Each party hereto has the legal right, power and authority to enter into this Contract. Each party's execution, delivery and performance of this Contract has been duly authorized, and no other action is requisite to the valid and binding execution, delivery and performance of this Contract, except as expressly set forth herein.
 - v. *Entire Agreement; Amendments*: This Contract and the associated Contract Documents constitute the entire agreement among the parties hereto and may not be amended or modified, except in writing, signed by each of the parties hereto. This Contract shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.
 - vi. *Assignment*: This Contract shall not be assigned by Contractor without prior written consent of the City.

Contract # K-2425-42

- vii. *Nondiscrimination*: Contractor acknowledges that the Certification of Nondiscrimination completed with their bid proposal is incorporated herein and thereby agrees to comply with the requirements contained in such certification throughout the performance of this Contract.
- viii. *Non-Waiver*: No failure on the part of either party to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof; nor shall any single or partial exercise by either party of any right hereunder preclude any other or future exercise thereof or the exercise of any other right. The remedies herein provided are cumulative and not exclusive of any remedy available to either party at law or in equity.
8. The sworn, statement below must be signed and notarized before this Contract will become effective.

[Signatures on following page]

Contract # K-2425-42

IN WITNESS WHEREOF, the said parties have hereunto set their hands and seals respectively the ____ day of _____, 20____. The parties agree that they may conduct the transaction by electronic means and hereby state that electronic signature is valid and shall have the same force and effect as an original signature.

CONTRACTOR

Corporate Seal

Multisports LLC
Company Name

ATTEST: _____
Corporate Secretary

BY [Signature]
President or Managing Partner

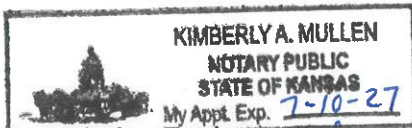
STATE OF Kansas)

COUNTY OF Sedgwick)

Mitch R. Pinckham 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.

[Signature]
President or Managing Partner

Subscribed and sworn to before me this ____ day of _____, 20____.



[Signature]
Notary Public

My Commission Expires: July 10, 2027
Commission Number: 1210359

CITY OF NORMAN

Approved as to form and legality this ____ day of _____, 20____.

City Attorney

Approved by the City Council this ____ day of _____, 20____.

Mayor

ATTEST: _____
City Clerk

Bond # B-2425-24

STATUTORY BOND

KNOW ALL MEN BY THESE PRESENTS:

That we, Multisports, LLC, as Principal, and Employers Mutual Casualty Company, a corporation organized under the laws of the State of Iowa, 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 and city of the first class of the State of Oklahoma, in the penal sum of Two Hundred Seventy Two Thousand Eight Hundred Forty Two Dollars and No Cents (\$272,842.00), for the payment of which well and truly to be made, we, and each of us, bind ourselves, our heirs, executors and assigns, themselves, and its successors and assigns, jointly and severally, firmly by these presents.

Dated this _____ day of _____, 20_____.

The conditions of this obligation are such, that whereas, the above Bonded Principal: Multisports, LLC is the lowest and best bidder for the making of the following City work and improvement, viz.:

YOUNG FAMILY ATHLETIC CENTER OUTDOOR PICKLEBALL COURTS

and has entered into a certain written contract with THE CITY OF NORMAN, dated _____, 20_____, for the erection and construction of said work and improvement, in exact accordance with the bid of said Principal, and according to certain specifications heretofore made, adopted and placed on file in the office of the City Clerk of the City of Norman.

NOW, THEREFORE, if the said Multisports, LLC Principal, shall well and truly pay all indebtedness incurred for labor and material and repairs to and parts for equipment furnished in the making of said public improvement incurred by said Principal or subcontractors, 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 same becomes due and payable, the person, firm, or corporation entitled thereto may sue and recover on this bond, 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 obligations of this Bond.

IN WITNESS WHEREOF, the said Principal has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its duly authorized officers, and the said Surety has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its attorney-in-fact, duly authorized to do so, the day and year first above written.

Bond # B-2425-24

ATTEST:

Multisports, LLC

Company Name

BY _____

Corporate Secretary

BY _____

Mitch Pinkham,
Managing Member

Principal

ATTEST:

Employers Mutual Casualty Company

Surety Name

BY _____

Corporate Secretary (Surety)

BY _____

Karl E. Flemke,
Attorney-in-Fact

Surety

COLORADO

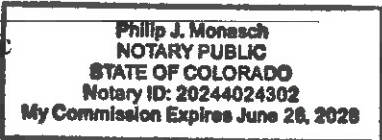
DENVER

STATE OF ~~OKLAHOMA~~, COUNTY OF ~~CLEVELAND~~, SS:

Before me, the undersigned, a Notary Public in and for said County and State on this 16th day of August, 2024 personally appeared Karl E. Flemke to me known to be the identical person who executed the foregoing, and acknowledged to me that he executed the same as Attorney-in-Fact 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.

Phillip J. Monesch
Notary Public



My Commission Expires: June 26, 2028

Commission Number: 20244024302

Approved as to form and legality this _____ day of _____, 20____.

City Attorney

Approved by the Council of the City of Norman, this _____, day of _____, 20____.

ATTEST:

Mayor

City Clerk

Bond # B-2425-23**PERFORMANCE BOND**

KNOW ALL MEN BY THESE PRESENTS:

That we, Multisports, LLC, as Principal, and Employers Mutual Casualty Company, a corporation organized under the laws of the State of Iowa, 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 and city of the first class, of the State of Oklahoma, in the full and just sum of Two Hundred Seventy Two Thousand Eight Hundred Forty Two Dollars and No Cents (\$272,842.00), for the payment of which, well and truly to be made, we, and each of us, bind ourselves, our heirs, executors and assigns, themselves, and its successors and assigns jointly and severally, firmly by these presents. Dated this _____ day of _____, 20_____.

The conditions of this obligation are such, that whereas, said Principal is the lowest and best bidder for the making of the following city work and improvements, viz.:

YOUNG FAMILY ATHLETIC CENTER OUTDOOR PICKLEBALL COURTS

and has entered into a certain written contract with THE CITY OF NORMAN dated _____ 20_____, for the erection and construction of said work and improvement, which said contract is hereby made a part and parcel of this bond as if literally written herein.

NOW, THEREFORE, if said Principal shall, in all particulars, well, truly and faithfully perform and abide by said Contract and each and every covenant, condition and part thereof and shall fulfill all obligations resting upon said Principal by the terms of said contract and said specifications; and if said Principal shall promptly pay, or cause to be paid, all labor, materials and/or repairs and all bills for labor performed on said work, whether by subcontract or otherwise; and if said Principal shall protect and save harmless said City of Norman from all loss, damage and expense to life or property suffered or sustained by any person, firm, or corporation caused by said Principal or his or its agents, servants, or employees in the construction of said work, or by or in consequence of any negligence, carelessness or misconduct in guarding and protecting the same, or from any act or omission of said Principal or his or its agents servants, or employees, and if said Principal shall protect and save the City of Norman harmless from all suits and claims of infringement or alleged infringement or patent rights or processes, then this obligation shall be null and void, otherwise to be and remain in full force and effect.

It is further expressly agreed and understood by the parties thereto 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 to be hereunto affixed by its duly authorized officers, and the said surety has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its attorney-in-fact, duly authorized to do so, the day and year first above written.

Bond # B-2425-23

ATTEST:

Multisports, LLC

Company Name

BY

Corporate Secretary

BY

Mitch Pinkham, Principal
Managing Member

Employers Mutual Casualty Company

Surety Name

ATTEST:

BY

Justin Roen
Corporate Secretary (Surety)

BY

Karl E. Flemke,
Attorney-in-Fact

Surety

COLORADO

DENVER

STATE OF ~~OKLAHOMA~~, COUNTY OF ~~CLEVELAND~~, SS:

Before me, the undersigned, a Notary Public in and for said County and State, on this 16th day of August, 2024 personally appeared Karl E. Flemke to me know to be the identical person who executes the foregoing, and acknowledge to me that he executed the same as Attorney free and voluntary act and deed for the uses and purposes therein set forth.
-in-Fact

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

Philip J. Monasch
Notary Public

Philip J. Monasch
NOTARY PUBLIC
STATE OF COLORADO
Notary ID: 20244024302
My Commission Expires June 26, 2028

My Commission Expires: June 26, 2028
Commission Number: 20244024302

Approved as to form and legality this ____ day of _____, 20__.

City Attorney

Approved by the Council of the City of Norman, this ____ day of _____, 20__.

Mayor

ATTEST:

City Clerk

Bond # MB-2425-17**MAINTENANCE BOND**

WHEREAS, THE UNDERSIGNED Multisports, LLC, hereinafter referred to as the Principal, has entered into a certain contract dated _____, 20____, for the construction of:

YOUNG FAMILY ATHLETIC CENTER OUTDOOR PICKLEBALL COURTS

WHEREAS, under the ordinances of said City of Norman the said Principal is required to furnish to the City a maintenance bond covering said construction, said bond to include the terms and provisions hereinafter set forth, as a condition precedent to final acceptance of said construction.

NOW, THEREFORE, KNOW ALL MEN BY THESE PRESENTS:

That the said Principal and Employers Mutual Casualty Company, as a corporation organized under the laws of the State of Iowa, and authorized to transact business in the State of Oklahoma, as surety, are jointly and severally, firmly held and bound unto said City in the penal sum of Two Hundred Seventy Two Thousand Eight Hundred Forty Two Dollars and No Cents (\$272,842.00), in lawful money of the United States of America, same being 100% of the cost of the construction herein referred to for the payment of which, well and truly to be made, we hereby bind ourselves, our heirs, executors, administrators, successors and assigns, firmly by these presents.

The condition of this bond is such that if the said Principal shall keep and maintain, subject to normal wear and tear, the said construction, except for defects not occasioned by improper workmanship, materials, or failure to protect new work until it is accepted, for a period of one year from the date of the written final acceptance thereof by the City, and shall promptly repair, without notice from the City, any and all defects or failures occurring or arising from improper workmanship, materials, or failure to protect new work until it is accepted within a period of one year without notice from said City, and without expense to said City, thence this obligation shall be null and void and of no force and effect; otherwise to be and remain in full force and effect at all times.

Provided further, however, that upon neglect, failure or refusal of the Principal to make any needed repairs upon said construction, or to maintain any part of the same, 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 repairs, or otherwise maintaining the said construction.

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 obligations of this Bond.

IN WITNESS WHEREOF, the said Principal has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its duly authorized officers, and the said Surety has

Bond #MB-2425-17

caused these presents to be executed in its name its corporate seal to be hereunto affixed by its attorney-in-fact, duly authorized to do so, the day and year first above written.

Executed and delivered this _____ day of _____, 20____.

ATTEST: _____ Multisports, LLC
Corporate Secretary Company Name

Mailing Address of Principal:
301 W. 53rd St. N.
Wichita, KS 67204

BY [Signature]
Mitch Pinkham, Principal
Managing Member

Employers Mutual Casualty Company
Surety Name

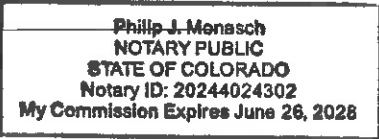
BY: [Signature]
Karl E. Flemke Attorney-in-Fact

COLORADO DENVER
STATE OF OKLAHOMA, COUNTY OF CLEVELAND, SS:

Before me, the undersigned, a Notary Public in and for said County and State, this 16th day of August, 2024, personally appeared Karl E. Flemke to me known to be the identical person who executed the foregoing, and acknowledge to me that he executed the same as Attorney free and voluntary act and deed for the uses and purposes therein set forth.
-in-Fact

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

[Signature]
Notary Public



My Commission Expires: June 26, 2028
Commission Number: 20244024302

Approved as to form and legality this ___ day of _____, 20____.

City Attorney

Approved by the Council of the City of Norman, this ___ day of _____, 20____.

Mayor

ATTEST: _____
City Clerk

P.O. Box 712 • Des Moines, Iowa 50306-0712

CERTIFICATE OF AUTHORITY INDIVIDUAL ATTORNEY-IN-FACT

KNOW ALL MEN BY THESE PRESENTS, that:

- 1. Employers Mutual Casualty Company, an Iowa Corporation
- 2. EMCASCO Insurance Company, an Iowa Corporation
- 3. Union Insurance Company of Providence, an Iowa Corporation
- 4. Illinois EMCASCO Insurance Company, an Iowa Corporation
- 5. Dakota Fire Insurance Company, a North Dakota Corporation
- 6. EMC Property & Casualty Company, an Iowa Corporation

hereinafter referred to severally as "Company" and collectively as "Companies", each does, by these presents, make, constitute and appoint:

Karl E. Flemke

its true and lawful attorney-in-fact, with full power and authority conferred to sign, seal, and execute the following Surety Bond:

Surety Bond Number: S027781
 Principal : Multisports, LLC
 Obligee : City of Norman

and to bind each Company thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of each such Company, and all of the acts of said attorney pursuant to the authority hereby given are hereby ratified and confirmed.

AUTHORITY FOR POWER OF ATTORNEY

This Power-of-Attorney is made and executed pursuant to and by the authority of the following resolution of the Boards of Directors of each of the Companies at the first regularly scheduled meeting of each company duly called and held in 1999:

RESOLVED: The President and Chief Executive Officer, any Vice President, the Treasurer and the Secretary of Employers Mutual Casualty Company shall have power and authority to (1) appoint attorneys-in-fact and authorize them to execute on behalf of each Company and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof; and (2) to remove any such attorney-in-fact at any time and revoke the power and authority given to him or her. Attorneys-in-fact shall have power and authority, subject to the terms and limitations of the power-of-attorney issued to them, to execute and deliver on behalf of the Company, and to attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and any such instrument executed by any such attorney-in-fact shall be fully and in all respects binding upon the Company. Certification as to the validity of any power-of-attorney authorized herein made by an officer of Employers Mutual Casualty Company shall be fully and in all respects binding upon this Company. The facsimile or mechanically reproduced signature of such officer, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power-of-attorney of the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN WITNESS THEREOF, the Companies have caused these presents to be signed for each by their officers as shown, and the Corporate seals to be hereto affixed this 19th day of September, 2022.

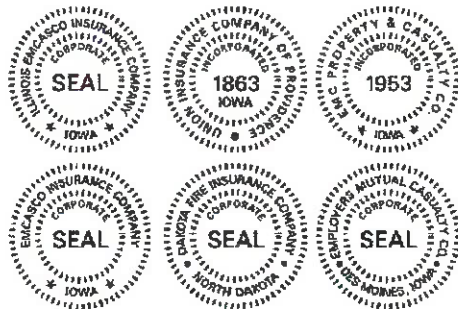
Seals

Scott R. Jean

Scott R. Jean, President & CEO of Company 1, Chairman, President & CEO of Companies 2, 3, 4, 5 & 6

Todd Strother

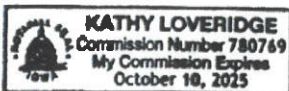
Todd Strother, Executive Vice President Chief Legal Officer & Secretary of Companies 1, 2, 3, 4, 5 & 6



On this 19th day of September, 2022 before me a Notary Public in and for the State of Iowa, personally appeared Scott R. Jean and Todd Strother, who, being by me duly sworn, did say that they are, and are known to me to be the CEO, Chairman, President, Executive Vice President, Chief Legal Officer and/or Secretary, respectively, of each of the Companies above; that the seals affixed to this instrument are the seals of said corporations; that said instrument was signed and sealed on behalf of each of the Companies by authority of their respective Boards of Directors; and that the said Scott R. Jean and Todd Strother, as such officers, acknowledged the execution of said instrument to be their voluntary act and deed, and the voluntary act and deed of each of the Companies.

My Commission Expires October 10, 2025.

Kathy Loveridge
Notary Public in and for the State of Iowa



CERTIFICATE

I, Ryan J. Springer, Vice President of the Companies, do hereby certify that the foregoing resolution of the Boards of Directors by each of the Companies, and this Power of Attorney issued pursuant thereto on 19th day of September, 2022, are true and correct and are still in full force and effect.

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this 16th day of August, 2024.

Ryan J. Springer
Vice President



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD) 08/15/2024

Item 22.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Eils & Associates Insurance Group 7501 Mission Road Suite 203 Prairie Village KS 66208	CONTACT NAME: Matthew Smith PHONE (A/C, No, Ext): (913) 296-7543 E-MAIL ADDRESS: service@eainsure.com	FAX (A/C, No):
	INSURER(S) AFFORDING COVERAGE	
INSURED Multicon Inc Multisports, LLC 301 W 53rd St N Park City KS 67204	INSURER A: Ohio Security Insurance Co	NAIC # 24082
	INSURER B: Ohio Casualty Insurance Co	24074
	INSURER C: Accident Fund Insurance Co of America	10166
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER: CL243104396

REVISION NUMBER:

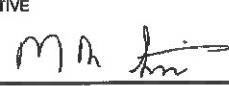
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: Leased/Rented Equipment			BKS61000660	03/01/2024	03/01/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 LEASED/RENTED \$ 100,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			BAS61000660	03/01/2024	03/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			USO61000660	03/01/2024	03/01/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	100056087	09/04/2023	09/04/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Installation Floater			BKS61000660	03/01/2024	03/01/2025	LIMIT \$475,000 DEDUCTIBLE \$500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

YOUNG FAMILY ATHLETIC CENTER OUTDOOR PICKLEBALL COURTS

CERTIFICATE HOLDER**CANCELLATION**

City of Norman, OK 201 W Gray Sstreet Norman OK 73069	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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Resolution

R-2425-35

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING AND APPOINTING MULTISPORTS L.L.C., AS PROJECT AGENT FOR THE OUTDOOR PICKLEBALL COURTS CONSTRUCTION PROJECT.

- § 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 Multisports L.L.C., for the Outdoor Pickleball Courts Construction Project; and
- § 2. WHEREAS, the City of Norman, Oklahoma, in compliance with State law, desires to confer on Multisports L.L.C., 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, Multisports L.L.C., to purchase materials which are in fact used for the Outdoor Pickleball Courts Construction Project; and
- § 3. WHEREAS, this limited agent status is conferred with the express understanding that Multisports L.L.C., shall appoint employees and subcontractors as subagents 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 27th day of August, 2024, did appoint Multisports L.L.C., who is involved with the Outdoor Pickleball Courts Construction 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 Outdoor Pickleball Courts Construction Project.

PASSED AND ADOPTED THIS 27th day of August, 2024.

Mayor

ATTEST:

City Clerk



File Attachments for Item:

23. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF CONTRACT K-2425-43: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND THE PERFORMING ARTS STUDIO IN THE AMOUNT OF \$50,700 TO ASSIST WITH THE OPERATION OF THE SANTA FE TRAIN DEPOT AND THE PROVISION OF HOSPITALITY SERVICES PROVIDED TO THE COMMUNITY AT SUCH LOCATION.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/27/2024

REQUESTER: AshLynn Wilkerson, Assistant City Attorney

PRESENTER: Rick Knighton, Interim City Attorney

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF CONTRACT K-2425-43: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND THE PERFORMING ARTS STUDIO IN THE AMOUNT OF \$50,700 TO ASSIST WITH THE OPERATION OF THE SANTA FE TRAIN DEPOT AND THE PROVISION OF HOSPITALITY SERVICES PROVIDED TO THE COMMUNITY AT SUCH LOCATION.

BACKGROUND:

During the budgeting process for fiscal year 2024-2025 (FYE 2025), a number of requests from non-profit agencies for General Fund budget allocations were specifically reviewed, discussed, and approved by Council. Pursuant to those discussions, funding agreements were prepared and submitted to the various agencies for their execution. One of those agencies is the Performing Arts Studio.

DISCUSSION:

The FYE 2025 agreement which comes before Council at this time is the same basic form agreement for all agencies. The signed agreement provides that the Performing Arts Center will use City funds of \$50,700 to assist with the operation of the Depot and the provision of hospitality services provided to the community at such location.

The agreement includes a reporting procedure by the agency to the Council of expenditures of the funds in an amount not to exceed \$50,700. The agreement also provides for cancellation by either party with thirty (30) days written notice and specifically provides for cancellation and return of any unexpended funds should the agency fail to use the funds for the purpose for which they are intended or should the agency be dissolved or cease to exist any time during the contract period.

The agreement also includes an automatic renewal provision [section G(5)], which provides that the agreement automatically renews annually provided that the Agency requests the same amount of funding each year and City Council appropriates sufficient funding in the budget.

RECOMMENDATION:

Staff recommends that the funding agreement submitted herewith be approved. Funds in the amount of \$50,700 should be disbursed from City Council-Contributions and Organizations (10110101-44741).

FUND DISBURSEMENT AGREEMENT

This Agreement is made and entered into on the 21 day of August, 2024, by and between the City of Norman, Oklahoma, a municipal corporation, (“City”) and The Performing Arts Studio, (“Organization”), witnesseth:

- A. WHEREAS, in Contract No. K-0304-98, as amended, the City leases the property described as the old Santa Fe Train Station located at 200 South Jones Avenue to the Organization at no cost in exchange for the Organization opening the facility to the general public for certain designated hours each week; and
- B. WHEREAS, the Organization desires to provide hospitality services to members of the public who visit the Santa Fe Train Station; and
- C. WHEREAS, the Organization desires to secure funding to aid in staffing costs for the operation of the Santa Fe Train Station hospitality services and community events; and
- D. WHEREAS, the Organization desires to maintain the security and alarm system that the Organization has installed at this location to insure the security of the building and premises.
- E. THAT IN CONSIDERATION for the performance by the Organization of the covenants and agreements as specified herein, the City covenants and agrees:
 - 1. To disperse to the Organization the sum of \$50,700 to be used to provide hospitality services to guests at the Santa Fe Depot, support staffing costs for operation of the Santa Fe Depot, and maintain the security and alarm system that the Organization has installed at the location. Said funds shall be used for these purposes and for no other purpose.
 - 2. It is the intent of the City that the amount of funds dispersed be used as provided in the request attached hereto marked Exhibit “A” and made a part hereof.
- F. That in consideration for the performance of the covenants and agreements of the City as stated herein, the Organization covenants and agrees:
 - 1. That the Organization is a 501(c)(3) organization operating in accordance with the Internal Revenue Service regulations.
 - 2. To expend funds granted by the City only for the purposes as listed above in Section E.
 - 3. To allow a representative of the City to hold an ex-officio position on the Organization’s Board of Directors, if requested by the City.

4. To provide a written report on the activities of the Organization to the City no later than February 1 of every year, with said report to be sent to the attention of the Norman City Clerk. Said report shall also include documentation that the funds provided herein were spent solely for the purposes listed above in Section E, which are to benefit the citizens of the City.

G. It is further understood and agreed by both parties:

1. In the event the Organization is dissolved, all such funds not yet expended for the purposes provided herein shall immediately revert back to the City and the Organization shall immediately deliver such unexpended funds to the City.
2. The Organization agrees to keep accurate records of all receipts and collections of its income in a manner approved by the City. The Organization shall make such records available for inspection by the City at any time upon demand and shall submit such records to whomever the City may designate hereafter for the purpose of auditing such records.
3. In the event the Organization should mishandle the expenditure of funds as provided herein, such action will be considered a breach of this Agreement, and any unexpended funds as provided by this Agreement, from the date of notice by the City, shall immediately revert back to the City and the Organization shall immediately deliver such unexpended funds to the City.
4. This Agreement may be canceled by either party upon the giving of thirty (30) days written notice of cancellation to the other. Upon cancellation, any unexpended funds as provided by this Agreement, from the date of notice of cancellation, shall immediately revert back to the City and the Organization shall immediately deliver such unexpended funds to the City.
5. This Agreement shall automatically renew annually upon City Council approval of the annual budget subject to, and contingent upon, the appropriation of funds sufficient to fund the amount in this Agreement. In any event the Organization requests a different amount of funding or proposes a different purpose for expenditure of the funds, a new agreement would be required.

- H. It is further understood and agreed by both parties that the Organization and any employee of the Organization is a separate entity from the City, the Organization and its employees are responsible for its actions, and the Organization agrees to indemnify and hold harmless the City from all fines, suits, proceedings, claims, demands, action, loss, and expense from liability of any kind whatsoever (including, but not limited to, attorney fees for costs incurred in litigation) and from any person whomsoever asserting the same arising or growing out of or in any way connected with the Organization's management, operation, and services.

- I. The parties previously had in place Contract No. K-2324-40, as a Fund Disbursement Agreement. Upon approval and execution, this Contract K-2425-43 shall entirely supplant and replace Contract K-2324-40, which shall then be considered null and void by the Parties.
- J. There are no other terms, either express or implied, than those expressly stated herein.
- K. In witness hereof, the parties hereto have executed this Agreement on the day first above written.

THE PERFORMING ARTS STUDIO



 President

ATTEST:



 Secretary

THE CITY OF NORMAN

Approved as to form and legality by the office of the City Attorney this 21 day of August, 2024.



 Office of the City Attorney

Approved by the Norman City Council this _____ day of August, 2024.

 MAYOR

ATTEST:

 CITY CLERK

EXHIBIT A

200 S. Jones Avenue, Norman, OK, 73069 | (405) 307-9320
 www.normandepot.org | office@normandepot.org

In the 22-23 fiscal year the Depot was awarded \$5,600 to assist in these operations. This funding was allocated as follows:

- \$3000 - to partially cover staff hours spent directly serving AMTRAK customers
- \$2000 - to partially cover the costs associated with weekly cleans of the Depot
- \$600 - to cover the costs of our security/alarm system.
- \$5600 - TOTAL ALLOCATION FOR 22-23

REQUEST FOR 2024-2025: \$50,700

We are asking for a contribution to help with funding for the continued operation of the Historic Santa Fe Depot for the following purposes:

- To support our ability to fulfill the agreement between the City of Norman and AMTRAK to provide services to train customers 365 days/year,
- To support our ability to facilitate the rental and use of the Depot by our community.
- To ensure our continued operation.

REQUEST DETAIL:

\$18,100 - Hourly staffing for office hours (10am to 2pm Wed - Sat) to handle AMTRAK and weekend rental requests, staff hours for cleaning and preparation of the Depot for AMTRAK waiting room hours and community events.

\$600 - Security/Alarm services

\$800 - Bi-annual window cleaning

\$1,200 - Outdoor banner/signage printing

\$30,000 - Partial salary support for staff of the Depot charged with managing the facility and hourly staff, coordinating and reporting to the city regarding events, facilities issues, AMTRAK, building maintenance and care. (Note: The Depot currently has staffing to cover these areas and has folded this cost into our operating budget but respectfully requests that these functions be supported by the City of Norman)

We do understand that this is a departure from prior years funding, but feel that this support is warranted for the following reasons:

- There is precedent for this type funding to ensure the stability of other organizations housed in city facilities such as the Sooner Theatre, Firehouse Arts Center and the Moore-Lindsay Historical House.
- The Depot provides not only its own arts programming, but coordinates with the City of Norman, AMTRAK, ODOT, other arts organizations, parades, festivals and events to offer services and make The Depot available for all in our community who have need of it making us a vital downtown hub.

File Attachments for Item:

24. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2425-44: BY AND BETWEEN THE CITY OF NORMAN AND THE STATE OF OKLAHOMA BY AND THROUGH THE OFFICE OF THE ATTORNEY GENERAL AND THE OKLAHOMA OPIOID ABATEMENT BOARD IN THE AMOUNT OF \$1,164,638.07, TO BE USED FOR OPIOID REMEDIATION PURPOSES AS OUTLINED IN THE STAFF REPORT.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/27/2024

REQUESTER: AshLynn Wilkerson, Assistant City Attorney

PRESENTER: Rick Knighton, Interim City Attorney

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2425-44: BY AND BETWEEN THE CITY OF NORMAN AND THE STATE OF OKLAHOMA BY AND THROUGH THE OFFICE OF THE ATTORNEY GENERAL AND THE OKLAHOMA OPIOID ABATEMENT BOARD IN THE AMOUNT OF \$1,164,638.07, TO BE USED FOR OPIOID REMEDIATION PURPOSES AS OUTLINED IN THE STAFF REPORT.

BACKGROUND:

The State of Oklahoma entered into a settlement agreement on June 24, 2022 with McKesson Corporation, Cardinal Health, Inc., and Cencora, Inc. (f/k/a AmerisourceBergen Corporation) to resolve opioid-related claims against such opioid distributors. Although the City of Norman did not participate in the litigation, the City elected to participate in the Distributor Settlement Agreement as a Non-Litigating Political Subdivision (NLPS) on August 18, 2022. Such participation required the City to agree to be bound by the terms of the Distributor Settlement and release the three distributors mentioned above from any claims the City had or may have against them related to the State's opioid litigation.

The three distributors have paid, and will continue to make annual payments to the State over an eighteen (18) year period, for Opioid Remediation purposes, as defined in the Distributor Settlement Agreement.

The Oklahoma Attorney General has determined disbursement payment amounts for the NLPS based on: 1) the number of people per capita suffering from opioid use disorder in the participating political subdivision, 2) the number of opioid overdose deaths in the participating political subdivision, and 3) the amount of opioids distributed within the participating political subdivision. The City is expected to receive a total of \$4,477,390.16 in funding from the Distributor Settlement over the eighteen (18) year payout schedule created under the Distributor Settlement Agreement. However, under contract K-2425-44, the City will only receive \$1,164,638.07 of that roughly \$4.4 million payout for the scheduled years of 1, 2, 3, 4 and a partial payment of year 7.

DISCUSSION:

In order for the City to receive the Distributor Settlement funds, the City must enter into an Agreement with the State. Through this Agreement, the City agrees to be bound by the Distributor Settlement Agreement, the Agreement with the State; the Political Subdivisions Opioid Abatement Grants Act (74 O.S. §30.3-30.8); and to expend the funds for “Opioid Remediation” purposes, as defined in Exhibit E of the Agreement, as well as consistent with the approved purposes defined in the Act (74 O.S. §30.5). Under this Agreement, the State will distribute to the City the determined allocation of funding under the eighteen (18) year payout schedule for the years the State has received payment from the three distributors mentioned above: a total agreement amount of \$1,164,638.07. The State will provide the funds to the City through the State Supplier Portal and the City will then segregate the funding into a separate account, the Special Revenue Fund, Opioid Settlement Funds (Account 22-11015), to be used as required under the Agreement through the further direction of City Council.

RECOMMENDATION:

1. Staff recommends accepting the Non-Litigating Political Subdivisions Distributor Settlement Agreement funds in the amount of \$1,164,638.07 to be expended for Opioid Remediation purposes, as defined in Exhibit E of the Agreement.
2. Staff recommends approval of Contract K-2425-44.



Agreement with Non-Litigating Political Subdivision

This Agreement (the “Agreement”) is entered this ___ day of 2024 by City of Norman (“Recipient”) and the State of Oklahoma, by and through the Office of Attorney General (“OAG”) and the Oklahoma Opioid Abatement Board (collectively the “State”).

WHEREAS, the State entered into a settlement agreement dated June 24, 2022, with McKesson Corporation, Cardinal Health, Inc., and Cencora, Inc. (f/k/a AmerisourceBergen Corporation) (the “Settling Distributors”) to resolve opioid-related claims against the Settling Distributors. The settlement agreement is hereinafter defined as the “Distributors Settlement Agreement” and is hereby fully incorporated into this Agreement. See Appendix A.

WHEREAS, under the Distributors Settlement Agreement, the Settling Distributors have paid and will continue to make annual payments to the State for Opioid Remediation purposes as defined in Exhibit E of the Distributor Global Settlement Agreement. See Appendix B.

WHEREAS Annual Payments under the Distributors Settlement Agreement were transferred to the Opioid Lawsuit Settlement Fund and were appropriated by the Legislature. Of that amount, \$5,869,727.23 is owed to political subdivisions that were not part of the litigation that resulted in the Distributors Settlement Agreement (“Non-Litigating Political Subdivisions” or “NLPS”) for annual payments in years 1, 2, 3, 4 and a partial payment for year 7 due to a prepayment made by Cardinal and Cencora. The amount to be paid under this Agreement is reflected in Appendix C.

WHEREAS, Recipient executed a release of claims and agreed to participate in the Distributors Settlement Agreement.

WHEREAS, the State possesses the necessary and adequate funds to satisfy the

payment under this Agreement.

NOW, THEREFORE, in consideration of Recipient’s receipt of Funds, Recipient agrees as follows:

1. The Recipient has been provided with, is aware of and has reviewed the Distributors Settlement Agreement and the Act.
2. The Recipient acknowledges, understands, and is bound by all terms in this Agreement, the Settlement Agreement, and the Act. If there is a conflict between the terms of the Agreement, the Settlement Agreement, and the Act, the Settlement Agreement controls.
3. Funds awarded pursuant to the Settlement must be expended for “Opioid Remediation” as defined in the Global Distributor Settlement Agreement and in accordance with “List of Remediation Uses” in Exhibit E of the Global Distributor Settlement Agreement.
4. Recipient also agrees to expend any settlement funds received from the State consistent with the approved purposes defined in the Political Subdivisions Opioid Abatement Grants Act, 74 O.S. §§ 30.3–30.8.

IN WITNESS WHEREOF, the parties hereto, through their fully authorized representatives, have executed this Agreement as of the date set forth below.

X _____
[Recipient]

X _____
First Assistant Attorney General, Oklahoma Office of Attorney General

APPROVED BY CITY OF NORMAN LEGAL DEPARTMENT
BY *[Signature]* DATE 8/23/24

DISTRIBUTORS OKLAHOMA
SETTLEMENT AGREEMENT

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DISTRIBUTORS OKLAHOMA SETTLEMENT AGREEMENT

I. Overview

This Distributors Oklahoma Settlement Agreement (the “*Agreement*”) sets forth the terms and conditions of a settlement agreement between and among the State of Oklahoma, McKesson Corporation (“*McKesson*”), Cardinal Health, Inc. (“*Cardinal*”) and AmerisourceBergen Corporation (“*Amerisource*”) (collectively, the “*Agreement Parties*”) to resolve opioid-related Claims against McKesson, Cardinal, and/or Amerisource (collectively, the “*Settling Distributors*”).

By entering into this Agreement and except as otherwise provided for in this Agreement, the State of Oklahoma and its Participating Subdivisions agree to be bound by all terms and conditions of Exhibit I.¹ The Settling Distributors agree to treat the State of Oklahoma for all purposes as if it were a Settling State under Exhibit I and its Participating Subdivisions for all purposes as if they were Participating Subdivisions under Exhibit I, except as specifically otherwise set forth in this Agreement. Unless stated otherwise in this Agreement, the terms of this Agreement are intended to be consistent with the terms of Exhibit I and shall be construed accordingly. Unless otherwise defined in this Agreement, all capitalized terms in this Agreement shall be defined as they are in Exhibit I.

The Settling Distributors have agreed to the below terms for the sole purpose of settlement, and nothing herein, including in any exhibit to this Agreement, may be taken as or construed to be an admission or concession of any violation of law, rule, or regulation, or of any other matter of fact or law, or of any liability or wrongdoing, or any misfeasance, nonfeasance, or malfeasance, all of which the Settling Distributors expressly deny. No part of this Agreement, including its statements and commitments, and its exhibits, shall constitute or be used as evidence of any liability, fault, or wrongdoing by the Settling Distributors. Unless the contrary is expressly stated, this Agreement is not intended for use by any third party for any purpose, including submission to any court for any purpose.

II. Conditions to Effectiveness of Agreement

A. *Exhibit I Conditions to Effectiveness.*

1. The Agreement Parties acknowledge that certain deadlines set forth in Section VIII of Exhibit I passed before the execution of this Agreement. For that reason, (a) Settling Distributors agree to treat the State of Oklahoma as satisfying the deadlines set forth in Section VIII of Exhibit I provided that the State of Oklahoma satisfies its obligations set

¹ Exhibit I was last updated on May 27, 2022. Further updates to Exhibit I shall be deemed incorporated into this Agreement as appropriate and consistent with the terms of this agreement, and shall supersede all earlier versions of the updated provisions where appropriate.

III

forth in this Section II, and (b) the State of Oklahoma agrees to treat Settling Distributors as having satisfied all notice obligations under Section VIII.B of Exhibit I as to the State of Oklahoma.

2. The State of Oklahoma shall deliver all signatures and releases required by the Agreement to be provided by the Settling States to the Settling Distributors by September 30, 2022. This Section II.A.2 supersedes the deadline for delivering those signatures and releases set forth in Section VIII.A.1 of Exhibit I.

B. *Participation by Subdivisions.* This Agreement shall become effective upon one of the following conditions being satisfied:

1. One hundred percent (100%) of Litigating Subdivisions and Non-Litigating Primary Subdivisions in the State of Oklahoma must become Participating Subdivisions by September 23, 2022. For the avoidance of doubt, all Subdivisions in the State of Oklahoma that are General Purpose Governments with a population greater than 10,000 must become Participating Subdivisions by such date.

2. If the condition set forth in Section II.B.1 is not met, the Settling Distributors shall have sole discretion to accept the terms of this Agreement, which shall become effective upon notice provided by the Settling Distributors to the State of Oklahoma. If the condition set forth by Section II.B.1 is not met and Settling Distributors do not exercise discretion to accept this Agreement, this Agreement will have no further effect and all releases and other commitments or obligations contained herein will be void.

C. *Dismissal of Claims.* Provided that the conditions in Sections II.B have been satisfied, the State of Oklahoma shall file the Consent Judgment described in Section I.N of Exhibit I and attached hereto as Exhibit H ("*Oklahoma Consent Judgment*") with the District Court of Bryan County, State of Oklahoma ("*Oklahoma Court*") on or before November 1, 2022. This Section II.C supersedes the deadline for filing a Consent Judgment set forth in Section VIII.B of Exhibit I. In the event that the Court declines to enter the Oklahoma Consent Judgment, each Settling Distributor shall be entitled to terminate the Agreement as to itself and shall be excused from all obligations under the Agreement, and if a Settling Distributor terminates the Agreement as to itself, all releases and other commitments or obligations contained herein with respect to that Settling Distributor will be null and void. The date of the entry of the Oklahoma Consent Judgment shall be the effective date of this Agreement ("*Oklahoma Effective Date*").

III. Participation by Subdivisions

A. *Notice.* The Office of the State of Oklahoma Attorney General shall send individual notice of the opportunity to participate in this Agreement and the requirements for participation to all Subdivisions eligible to participate who have not returned an executed Subdivision Settlement Participation Form within fifteen (15) days of the execution of this Agreement. The Office of the State of Oklahoma Attorney General may also provide general notice reasonably calculated to alert Subdivisions, including publication and other standard forms of notification. Nothing contained herein shall preclude the State of Oklahoma from providing further notice to, or from contacting any of its Subdivision(s) about, becoming a Participating Subdivision.

IV

B. *Trigger Date for Later Litigating Subdivisions.* Notwithstanding Sections I.EE and I.GGGG of Exhibit I, as to the State of Oklahoma, Settling Distributors and the State of Oklahoma agree to treat the Trigger Date for Primary Subdivisions as September 23, 2022 and the Trigger Date for all other Subdivisions as June 24, 2022.

C. *Initial and Later Participating Subdivisions.* Notwithstanding Sections I.BB, I.CC, I.FF, VII.D and VII.E of Exhibit I, any Participating Subdivision in Oklahoma that meets the applicable requirements for becoming a Participating Subdivision set forth in Section VII.B or Section VII.C of Exhibit I on or before September 23, 2022 shall be considered an Initial Participating Subdivision. Participating Subdivisions that are not Initial Participating Subdivisions but meet the applicable requirements for becoming Participating Subdivisions set forth in Section VII.B or Section VII.C of Exhibit I after September 23, 2022 shall be considered Later Participating Subdivisions.

D. *Subdivision Settlement Participation Forms.* Each Subdivision Settlement Participation Form submitted by a Participating Subdivision from the State of Oklahoma shall be materially identical to Exhibit G to this Agreement. Nothing in Exhibit G is intended to modify in any way either the terms of this Agreement or the terms of Exhibit I, both of which the State of Oklahoma and Participating Subdivisions agree to be bound. To the extent that any Subdivision Settlement Participation Form submitted by any Participating Subdivision is worded differently from Exhibit G to this Agreement, or interpreted differently from Exhibit I and this Agreement in any respect, the Exhibit I and this Agreement control.

IV. Settlement Payments

A. *Schedule.* Annual Payments under this Agreement shall be calculated as if the State of Oklahoma were a Settling State under Exhibit I and shall be made pursuant to the terms of Section IV of Exhibit I except that, as to the State of Oklahoma, the Payment Date for Payment Year 1 shall be December 1, 2022 and the Payment Date for Payment Year 2 shall be December 1, 2022. For the avoidance of doubt, the sole component of the State of Oklahoma's Annual Payment is the portion of the Net Abatement Amount allocated to the State of Oklahoma under Exhibit I ("*Oklahoma Abatement Amount*"). The maximum possible Oklahoma Abatement Amount is \$293,740,207.19, which, if all incentives are met, would be paid consistent with the schedule set forth on Exhibit C.

B. *Use of Payment.* The Oklahoma Abatement Amount paid under this Agreement shall be used as provided for in Section V.B. of Exhibit I. In addition, at least eighty-five percent (85%) of the total amount paid under this Agreement, including amounts paid under Section IV.A and amounts paid under Section V, shall be used for Opioid Remediation. Nothing herein shall affect the allocation of the Oklahoma Abatement Amount payments between the State and its Participating Subdivisions, which shall be governed by a separate State-Subdivision Agreement.

C. *Nature of Payment.* The State of Oklahoma and its Participating Subdivisions agree that payments made to the State of Oklahoma and its Participating Subdivisions under this Agreement are properly characterized as described in Section V.F of Exhibit I.

V. Plaintiffs' Attorneys' Fees and Costs

A. *Interaction with Exhibit I.* Notwithstanding any contrary provision in Exhibit I, payments to cover attorneys' fees and costs under this Agreement shall be made pursuant to this Section V.

B. *State Fees and Costs.* Settling Distributors shall pay the \$6,609,154.66 Fixed Amount for the State of Oklahoma on the schedule set forth in Exhibit C; *provided, however*, that the Payment Dates for Payment Years 1 and 2 shall be December 1, 2022.

C. *Participating Litigating Subdivisions' Attorneys' Fees and Costs.* \$7,654,253.00 is the estimated share of the Contingency Fee Fund amount described in Section II.D of Exhibit R of the Global Settlement allocable to Litigating Subdivisions in the State of Oklahoma (the "Estimated Oklahoma Contingency Fee Allocation"). This reflects the Global Settlement Contingency Fee Fund model's current estimate for the allocation to Oklahoma's Litigating Subdivisions in the Global Settlement Contingency Fee Fund. The actual amount may be greater or less. Within fourteen (14) days of the execution of this Agreement, the Distributors will take such action(s) necessary to obtain permission from the Fee Panel (including through extension of time for the date of application) for counsel for Oklahoma's Litigating Subdivisions to apply to the Contingency Fee Fund of the Global Settlement. Thereafter, attorneys engaged in Qualifying Representations of Participating Litigating Subdivisions who meet the criteria set forth in Section II.G of Exhibit R of the Global Settlement may apply for the Contingency Fee Fund as set forth in Exhibit R of the Global Settlement. Nothing in Exhibit R of the Global Settlement Agreement shall be interpreted to preclude the Litigating Subdivisions from recovering fees and costs under a separate State Back-Stop Agreement with the State of Oklahoma.

VI. Release

A. *Scope.* As of the Oklahoma Effective Date, Section XI of Exhibit I is fully binding on, and effective with respect to, all Releasors under this Agreement. Accordingly, as of the Oklahoma Effective Date, the Released Entities are hereby released and forever discharged from all Released Claims of Releasors, including the State of Oklahoma and its Participating Subdivisions.

VII. Miscellaneous

A. *No Admission.* The Settling Distributors do not admit liability, fault, or wrongdoing. Neither this Agreement nor the Oklahoma Consent Judgment shall be considered, construed or represented to be (1) an admission, concession or evidence of liability or wrongdoing or (2) a waiver or any limitation of any defense otherwise available to the Settling Distributors. It is the understanding and intent of the Agreement Parties that no portion of the Agreement shall be entered into evidence in any other action against the Settling Distributors, among other reasons, because it is not relevant to such action. For the avoidance of any doubt, nothing herein shall prohibit a Settling Distributor from entering this Agreement into evidence in any litigation or arbitration concerning a Settling Distributor's right to coverage under an insurance contract.

VII

B. *Tax Cooperation and Reporting.* The State of Oklahoma and its Participating Subdivisions will be bound by Section V.F and Section XIV.F of Exhibit I, except (1) as set forth in the final sentence of this Section VII.B and (2) that the State of Oklahoma shall be its own Designated State and shall designate its own “appropriate official” within the meaning of Treasury Regulations Section 1.6050X-1(f)(1)(ii)(B). The IRS Forms 1098-F to be filed with respect to this Agreement are attached as Exhibit D, Exhibit E, and Exhibit F. The State of Oklahoma and its Participating Subdivisions agree that any return, amended return, or written statement filed or provided pursuant to Section XIV.F.4 of Exhibit I with respect to this Agreement, and any similar document, shall be prepared and filed in a manner consistent with reporting each Settling Distributor’s portion of the aggregate amount of payments paid or incurred by the Settling Distributors hereunder as the “Total amount to be paid” pursuant to this Agreement in Box 1 of IRS Form 1098-F, each Settling Distributor’s portion of the amount equal to the aggregate amount of payments paid or incurred by the Settling Distributors hereunder less the Compensatory Restitution Amount as the “Amount to be paid for violation or potential violation” in Box 2 of IRS Form 1098-F and each Settling Distributor’s portion of the Compensatory Restitution Amount as “Restitution/remediation amount” in Box 3 of IRS Form 1098-F, as reflected in Exhibit D, Exhibit E, and Exhibit F.

C. *No Third-Party Beneficiaries.* Except as expressly provided in this Agreement, no portion of this Agreement shall provide any rights to, or be enforceable by, any person or entity that is not the State of Oklahoma or a Released Entity. The State of Oklahoma may not assign or otherwise convey any right to enforce any provision of this Agreement.

D. *Cooperation.* Each Agreement Party and each Participating Subdivision agrees to use its best efforts and to cooperate with the other Agreement Parties and Participating Subdivisions to cause this Agreement to become effective, to obtain all necessary approvals, consents and authorizations, if any, and to execute all documents and to take such other action as may be appropriate in connection herewith. Consistent with the foregoing, each Agreement Party and each Participating Subdivision agrees that it will not directly or indirectly assist or encourage any challenge to this Agreement or the Oklahoma Consent Judgment by any other person, and will support the integrity and enforcement of the terms of this Agreement and the Oklahoma Consent Judgment.

E. *Enforcement.* All disputes between Settling Distributors and the State of Oklahoma and/or the Participating Subdivisions in the State of Oklahoma shall be handled as specified in Section VI of Exhibit I, including the referral of relevant disputes to the National Arbitration Panel.

F. *No Violations of Applicable Law.* Nothing in this Agreement shall be construed to authorize or require any action by Settling Distributors in violation of applicable federal, state, or other laws.

G. *Modification.* This Agreement may be modified by a written agreement of the Agreement Parties. For purposes of modifying this Agreement or the Oklahoma Consent Judgment, Settling Distributors may contact the Oklahoma Attorney General for purposes of coordinating this process. The dates and deadlines in this Agreement may be extended by written agreement of the Agreement Parties, which consent shall not be unreasonably withheld.

VII

H. *No Waiver.* Any failure by any Agreement Party to insist upon the strict performance by any other party of any of the provisions of this Agreement shall not be deemed a waiver of any of the provisions of this Agreement, and such party, notwithstanding such failure, shall have the right thereafter to insist upon the specific performance of any and all of the provisions of this Agreement.

I. *Entire Agreement.* This Agreement, including all Exhibits, represents the full and complete terms of the settlement entered into by the Agreement Parties, except as provided herein. In any action undertaken by the Agreement Parties, no prior versions of this Agreement and no prior versions of any of its terms may be introduced for any purpose whatsoever.

J. *Counterparts.* This Agreement may be executed in counterparts, and a facsimile or .pdf signature shall be deemed to be, and shall have the same force and effect as, an original signature.

K. *Notice.* All notices or other communications under this Agreement shall be provided to the following via email and overnight delivery to:

Copy to AmerisourceBergen Corporation's attorneys at:

Michael T. Reynolds
Cravath, Swaine & Moore LLP
825 8th Avenue
New York, NY 10019
mreynolds@cravath.com

Copy to Cardinal Health, Inc.'s attorneys at:

Elaine Golin
Wachtell, Lipton, Rosen & Katz
51 West 52nd Street
New York, NY 10019
epgolin@wlrk.com

Copy to McKesson Corporation's attorneys at:

Thomas J. Perrelli
Jenner & Block LLP
1099 New York Avenue, NW, Suite 900
Washington, DC 20001-4412
TPerrelli@jenner.com

Copy to the State of Oklahoma at:

Dawn Cash
Office of Oklahoma Attorney General
313 NE 21st Street
Oklahoma City, OK 73105
dawn.cash@oag.ok.gov

Michael Burrage

VII

Whitten Burrage LLC
512 N. Broadway Avenue, Suite 300
Oklahoma City, OK 73102
mburrage@whittenburrage.com

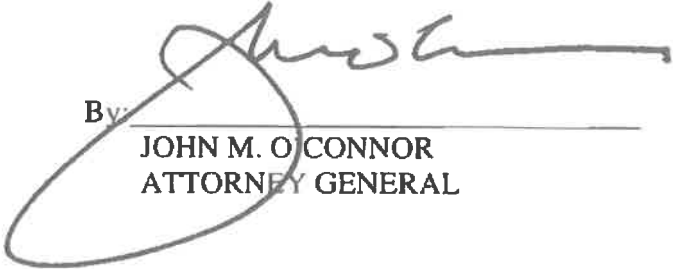
Brad Beckworth
Nix Patterson LLP
8701 Bee Cave Road
Building I, Suite 500
Austin, TX 78746
bbeckworth@nixlaw.com

[Signatures begin on next page.]

Authorized and agreed to by:

Dated: 6.24.22

STATE OF OKLAHOMA

By: 

JOHN M. O'CONNOR
ATTORNEY GENERAL

EXHIBIT E

List of Opioid Remediation Uses

**Schedule A
Core Strategies**

States and Qualifying Block Grantees shall choose from among the abatement strategies listed in Schedule B. However, priority shall be given to the following core abatement strategies (“*Core Strategies*”).¹⁴

A. NALOXONE OR OTHER FDA-APPROVED DRUG TO REVERSE OPIOID OVERDOSES

- 1. Expand training for first responders, schools, community support groups and families; and
- 2. Increase distribution to individuals who are uninsured or whose insurance does not cover the needed service.

B. MEDICATION-ASSISTED TREATMENT (“MAT”) DISTRIBUTION AND OTHER OPIOID-RELATED TREATMENT

- 1. Increase distribution of MAT to individuals who are uninsured or whose insurance does not cover the needed service;
- 2. Provide education to school-based and youth-focused programs that discourage or prevent misuse;
- 3. Provide MAT education and awareness training to healthcare providers, EMTs, law enforcement, and other first responders; and
- 4. Provide treatment and recovery support services such as residential and inpatient treatment, intensive outpatient treatment, outpatient therapy or counseling, and recovery housing that allow or integrate medication and with other support services.

¹⁴ As used in this Schedule A, words like “expand,” “fund,” “provide” or the like shall not indicate a preference for new or existing programs.

C. PREGNANT & POSTPARTUM WOMEN

1. Expand Screening, Brief Intervention, and Referral to Treatment (“*SBIRT*”) services to non-Medicaid eligible or uninsured pregnant women;
2. Expand comprehensive evidence-based treatment and recovery services, including MAT, for women with co-occurring Opioid Use Disorder (“*OUD*”) and other Substance Use Disorder (“*SUD*”)/Mental Health disorders for uninsured individuals for up to 12 months postpartum; and
3. Provide comprehensive wrap-around services to individuals with OUD, including housing, transportation, job placement/training, and childcare.

D. EXPANDING TREATMENT FOR NEONATAL ABSTINENCE SYNDROME (“*NAS*”)

1. Expand comprehensive evidence-based and recovery support for NAS babies;
2. Expand services for better continuum of care with infant-need dyad; and
3. Expand long-term treatment and services for medical monitoring of NAS babies and their families.

E. EXPANSION OF WARM HAND-OFF PROGRAMS AND RECOVERY SERVICES

1. Expand services such as navigators and on-call teams to begin MAT in hospital emergency departments;
2. Expand warm hand-off services to transition to recovery services;
3. Broaden scope of recovery services to include co-occurring SUD or mental health conditions;
4. Provide comprehensive wrap-around services to individuals in recovery, including housing, transportation, job placement/training, and childcare; and
5. Hire additional social workers or other behavioral health workers to facilitate expansions above.

F. TREATMENT FOR INCARCERATED POPULATION

1. Provide evidence-based treatment and recovery support, including MAT for persons with OUD and co-occurring SUD/MH disorders within and transitioning out of the criminal justice system; and
2. Increase funding for jails to provide treatment to inmates with OUD.

G. PREVENTION PROGRAMS

1. Funding for media campaigns to prevent opioid use (similar to the FDA’s “Real Cost” campaign to prevent youth from misusing tobacco);
2. Funding for evidence-based prevention programs in schools;
3. Funding for medical provider education and outreach regarding best prescribing practices for opioids consistent with the 2016 CDC guidelines, including providers at hospitals (academic detailing);
4. Funding for community drug disposal programs; and
5. Funding and training for first responders to participate in pre-arrest diversion programs, post-overdose response teams, or similar strategies that connect at-risk individuals to behavioral health services and supports.

H. EXPANDING SYRINGE SERVICE PROGRAMS

1. Provide comprehensive syringe services programs with more wrap-around services, including linkage to OUD treatment, access to sterile syringes and linkage to care and treatment of infectious diseases.

I. EVIDENCE-BASED DATA COLLECTION AND RESEARCH ANALYZING THE EFFECTIVENESS OF THE ABATEMENT STRATEGIES WITHIN THE STATE

**Schedule B
Approved Uses**

Support treatment of Opioid Use Disorder (OUD) and any co-occurring Substance Use Disorder or Mental Health (SUD/MH) conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

PART ONE: TREATMENT

A. TREAT OPIOID USE DISORDER (OUD)

Support treatment of Opioid Use Disorder (“OUD”) and any co-occurring Substance Use Disorder or Mental Health (“SUD/MH”) conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:¹⁵

1. Expand availability of treatment for OUD and any co-occurring SUD/MH conditions, including all forms of Medication-Assisted Treatment (“MAT”) approved by the U.S. Food and Drug Administration.
2. Support and reimburse evidence-based services that adhere to the American Society of Addiction Medicine (“ASAM”) continuum of care for OUD and any co-occurring SUD/MH conditions.
3. Expand telehealth to increase access to treatment for OUD and any co-occurring SUD/MH conditions, including MAT, as well as counseling, psychiatric support, and other treatment and recovery support services.
4. Improve oversight of Opioid Treatment Programs (“OTPs”) to assure evidence-based or evidence-informed practices such as adequate methadone dosing and low threshold approaches to treatment.
5. Support mobile intervention, treatment, and recovery services, offered by qualified professionals and service providers, such as peer recovery coaches, for persons with OUD and any co-occurring SUD/MH conditions and for persons who have experienced an opioid overdose.
6. Provide treatment of trauma for individuals with OUD (e.g., violence, sexual assault, human trafficking, or adverse childhood experiences) and family members (e.g., surviving family members after an overdose or overdose fatality), and training of health care personnel to identify and address such trauma.
7. Support evidence-based withdrawal management services for people with OUD and any co-occurring mental health conditions.

¹⁵ As used in this Schedule B, words like “expand,” “fund,” “provide” or the like shall not indicate a preference for new or existing programs.

8. Provide training on MAT for health care providers, first responders, students, or other supporting professionals, such as peer recovery coaches or recovery outreach specialists, including telementoring to assist community-based providers in rural or underserved areas.
9. Support workforce development for addiction professionals who work with persons with OUD and any co-occurring SUD/MH conditions.
10. Offer fellowships for addiction medicine specialists for direct patient care, instructors, and clinical research for treatments.
11. Offer scholarships and supports for behavioral health practitioners or workers involved in addressing OUD and any co-occurring SUD/MH or mental health conditions, including, but not limited to, training, scholarships, fellowships, loan repayment programs, or other incentives for providers to work in rural or underserved areas.
12. Provide funding and training for clinicians to obtain a waiver under the federal Drug Addiction Treatment Act of 2000 (“*DATA 2000*”) to prescribe MAT for OUD, and provide technical assistance and professional support to clinicians who have obtained a DATA 2000 waiver.
13. Disseminate of web-based training curricula, such as the American Academy of Addiction Psychiatry’s Provider Clinical Support Service–Opioids web-based training curriculum and motivational interviewing.
14. Develop and disseminate new curricula, such as the American Academy of Addiction Psychiatry’s Provider Clinical Support Service for Medication–Assisted Treatment.

B. SUPPORT PEOPLE IN TREATMENT AND RECOVERY

Support people in recovery from OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the programs or strategies that:

1. Provide comprehensive wrap-around services to individuals with OUD and any co-occurring SUD/MH conditions, including housing, transportation, education, job placement, job training, or childcare.
2. Provide the full continuum of care of treatment and recovery services for OUD and any co-occurring SUD/MH conditions, including supportive housing, peer support services and counseling, community navigators, case management, and connections to community-based services.
3. Provide counseling, peer-support, recovery case management and residential treatment with access to medications for those who need it to persons with OUD and any co-occurring SUD/MH conditions.

4. Provide access to housing for people with OUD and any co-occurring SUD/MH conditions, including supportive housing, recovery housing, housing assistance programs, training for housing providers, or recovery housing programs that allow or integrate FDA-approved medication with other support services.
5. Provide community support services, including social and legal services, to assist in deinstitutionalizing persons with OUD and any co-occurring SUD/MH conditions.
6. Support or expand peer-recovery centers, which may include support groups, social events, computer access, or other services for persons with OUD and any co-occurring SUD/MH conditions.
7. Provide or support transportation to treatment or recovery programs or services for persons with OUD and any co-occurring SUD/MH conditions.
8. Provide employment training or educational services for persons in treatment for or recovery from OUD and any co-occurring SUD/MH conditions.
9. Identify successful recovery programs such as physician, pilot, and college recovery programs, and provide support and technical assistance to increase the number and capacity of high-quality programs to help those in recovery.
10. Engage non-profits, faith-based communities, and community coalitions to support people in treatment and recovery and to support family members in their efforts to support the person with OUD in the family.
11. Provide training and development of procedures for government staff to appropriately interact and provide social and other services to individuals with or in recovery from OUD, including reducing stigma.
12. Support stigma reduction efforts regarding treatment and support for persons with OUD, including reducing the stigma on effective treatment.
13. Create or support culturally appropriate services and programs for persons with OUD and any co-occurring SUD/MH conditions, including new Americans.
14. Create and/or support recovery high schools.
15. Hire or train behavioral health workers to provide or expand any of the services or supports listed above.

**C. CONNECT PEOPLE WHO NEED HELP TO THE HELP THEY NEED
(CONNECTIONS TO CARE)**

Provide connections to care for people who have—or are at risk of developing—OUD and any co-occurring SUD/MH conditions through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Ensure that health care providers are screening for OUD and other risk factors and know how to appropriately counsel and treat (or refer if necessary) a patient for OUD treatment.
2. Fund SBIRT programs to reduce the transition from use to disorders, including SBIRT services to pregnant women who are uninsured or not eligible for Medicaid.
3. Provide training and long-term implementation of SBIRT in key systems (health, schools, colleges, criminal justice, and probation), with a focus on youth and young adults when transition from misuse to opioid disorder is common.
4. Purchase automated versions of SBIRT and support ongoing costs of the technology.
5. Expand services such as navigators and on-call teams to begin MAT in hospital emergency departments.
6. Provide training for emergency room personnel treating opioid overdose patients on post-discharge planning, including community referrals for MAT, recovery case management or support services.
7. Support hospital programs that transition persons with OUD and any co-occurring SUD/MH conditions, or persons who have experienced an opioid overdose, into clinically appropriate follow-up care through a bridge clinic or similar approach.
8. Support crisis stabilization centers that serve as an alternative to hospital emergency departments for persons with OUD and any co-occurring SUD/MH conditions or persons that have experienced an opioid overdose.
9. Support the work of Emergency Medical Systems, including peer support specialists, to connect individuals to treatment or other appropriate services following an opioid overdose or other opioid-related adverse event.
10. Provide funding for peer support specialists or recovery coaches in emergency departments, detox facilities, recovery centers, recovery housing, or similar settings; offer services, supports, or connections to care to persons with OUD and any co-occurring SUD/MH conditions or to persons who have experienced an opioid overdose.
11. Expand warm hand-off services to transition to recovery services.
12. Create or support school-based contacts that parents can engage with to seek immediate treatment services for their child; and support prevention, intervention, treatment, and recovery programs focused on young people.
13. Develop and support best practices on addressing OUD in the workplace.

14. Support assistance programs for health care providers with OUD.
15. Engage non-profits and the faith community as a system to support outreach for treatment.
16. Support centralized call centers that provide information and connections to appropriate services and supports for persons with OUD and any co-occurring SUD/MH conditions.

D. ADDRESS THE NEEDS OF CRIMINAL JUSTICE-INVOLVED PERSONS

Address the needs of persons with OUD and any co-occurring SUD/MH conditions who are involved in, are at risk of becoming involved in, or are transitioning out of the criminal justice system through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Support pre-arrest or pre-arraignment diversion and deflection strategies for persons with OUD and any co-occurring SUD/MH conditions, including established strategies such as:
 1. Self-referral strategies such as the Angel Programs or the Police Assisted Addiction Recovery Initiative (“PAAR”);
 2. Active outreach strategies such as the Drug Abuse Response Team (“DART”) model;
 3. “Naloxone Plus” strategies, which work to ensure that individuals who have received naloxone to reverse the effects of an overdose are then linked to treatment programs or other appropriate services;
 4. Officer prevention strategies, such as the Law Enforcement Assisted Diversion (“LEAD”) model;
 5. Officer intervention strategies such as the Leon County, Florida Adult Civil Citation Network or the Chicago Westside Narcotics Diversion to Treatment Initiative; or
 6. Co-responder and/or alternative responder models to address OUD-related 911 calls with greater SUD expertise.
2. Support pre-trial services that connect individuals with OUD and any co-occurring SUD/MH conditions to evidence-informed treatment, including MAT, and related services.
3. Support treatment and recovery courts that provide evidence-based options for persons with OUD and any co-occurring SUD/MH conditions.

4. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are incarcerated in jail or prison.
5. Provide evidence-informed treatment, including MAT, recovery support, harm reduction, or other appropriate services to individuals with OUD and any co-occurring SUD/MH conditions who are leaving jail or prison or have recently left jail or prison, are on probation or parole, are under community corrections supervision, or are in re-entry programs or facilities.
6. Support critical time interventions (“CTP”), particularly for individuals living with dual-diagnosis OUD/serious mental illness, and services for individuals who face immediate risks and service needs and risks upon release from correctional settings.
7. Provide training on best practices for addressing the needs of criminal justice-involved persons with OUD and any co-occurring SUD/MH conditions to law enforcement, correctional, or judicial personnel or to providers of treatment, recovery, harm reduction, case management, or other services offered in connection with any of the strategies described in this section.

E. ADDRESS THE NEEDS OF PREGNANT OR PARENTING WOMEN AND THEIR FAMILIES, INCLUDING BABIES WITH NEONATAL ABSTINENCE SYNDROME

Address the needs of pregnant or parenting women with OUD and any co-occurring SUD/MH conditions, and the needs of their families, including babies with neonatal abstinence syndrome (“NAS”), through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, those that:

1. Support evidence-based or evidence-informed treatment, including MAT, recovery services and supports, and prevention services for pregnant women—or women who could become pregnant—who have OUD and any co-occurring SUD/MH conditions, and other measures to educate and provide support to families affected by Neonatal Abstinence Syndrome.
2. Expand comprehensive evidence-based treatment and recovery services, including MAT, for uninsured women with OUD and any co-occurring SUD/MH conditions for up to 12 months postpartum.
3. Provide training for obstetricians or other healthcare personnel who work with pregnant women and their families regarding treatment of OUD and any co-occurring SUD/MH conditions.
4. Expand comprehensive evidence-based treatment and recovery support for NAS babies; expand services for better continuum of care with infant-need dyad; and expand long-term treatment and services for medical monitoring of NAS babies and their families.

5. Provide training to health care providers who work with pregnant or parenting women on best practices for compliance with federal requirements that children born with NAS get referred to appropriate services and receive a plan of safe care.
6. Provide child and family supports for parenting women with OUD and any co-occurring SUD/MH conditions.
7. Provide enhanced family support and child care services for parents with OUD and any co-occurring SUD/MH conditions.
8. Provide enhanced support for children and family members suffering trauma as a result of addiction in the family; and offer trauma-informed behavioral health treatment for adverse childhood events.
9. Offer home-based wrap-around services to persons with OUD and any co-occurring SUD/MH conditions, including, but not limited to, parent skills training.
10. Provide support for Children's Services—Fund additional positions and services, including supportive housing and other residential services, relating to children being removed from the home and/or placed in foster care due to custodial opioid use.

PART TWO: PREVENTION

F. PREVENT OVER-PRESCRIBING AND ENSURE APPROPRIATE PRESCRIBING AND DISPENSING OF OPIOIDS

Support efforts to prevent over-prescribing and ensure appropriate prescribing and dispensing of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding medical provider education and outreach regarding best prescribing practices for opioids consistent with the Guidelines for Prescribing Opioids for Chronic Pain from the U.S. Centers for Disease Control and Prevention, including providers at hospitals (academic detailing).
2. Training for health care providers regarding safe and responsible opioid prescribing, dosing, and tapering patients off opioids.
3. Continuing Medical Education (CME) on appropriate prescribing of opioids.
4. Providing Support for non-opioid pain treatment alternatives, including training providers to offer or refer to multi-modal, evidence-informed treatment of pain.
5. Supporting enhancements or improvements to Prescription Drug Monitoring Programs ("PDMPs"), including, but not limited to, improvements that:

1. Increase the number of prescribers using PDMPs;
 2. Improve point-of-care decision-making by increasing the quantity, quality, or format of data available to prescribers using PDMPs, by improving the interface that prescribers use to access PDMP data, or both; or
 3. Enable states to use PDMP data in support of surveillance or intervention strategies, including MAT referrals and follow-up for individuals identified within PDMP data as likely to experience OUD in a manner that complies with all relevant privacy and security laws and rules.
6. Ensuring PDMPs incorporate available overdose/naloxone deployment data, including the United States Department of Transportation’s Emergency Medical Technician overdose database in a manner that complies with all relevant privacy and security laws and rules.
 7. Increasing electronic prescribing to prevent diversion or forgery.
 8. Educating dispensers on appropriate opioid dispensing.

G. PREVENT MISUSE OF OPIOIDS

Support efforts to discourage or prevent misuse of opioids through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Funding media campaigns to prevent opioid misuse.
2. Corrective advertising or affirmative public education campaigns based on evidence.
3. Public education relating to drug disposal.
4. Drug take-back disposal or destruction programs.
5. Funding community anti-drug coalitions that engage in drug prevention efforts.
6. Supporting community coalitions in implementing evidence-informed prevention, such as reduced social access and physical access, stigma reduction—including staffing, educational campaigns, support for people in treatment or recovery, or training of coalitions in evidence-informed implementation, including the Strategic Prevention Framework developed by the U.S. Substance Abuse and Mental Health Services Administration (“SAMHSA”).
7. Engaging non-profits and faith-based communities as systems to support prevention.

8. Funding evidence-based prevention programs in schools or evidence-informed school and community education programs and campaigns for students, families, school employees, school athletic programs, parent-teacher and student associations, and others.
9. School-based or youth-focused programs or strategies that have demonstrated effectiveness in preventing drug misuse and seem likely to be effective in preventing the uptake and use of opioids.
10. Create or support community-based education or intervention services for families, youth, and adolescents at risk for OUD and any co-occurring SUD/MH conditions.
11. Support evidence-informed programs or curricula to address mental health needs of young people who may be at risk of misusing opioids or other drugs, including emotional modulation and resilience skills.
12. Support greater access to mental health services and supports for young people, including services and supports provided by school nurses, behavioral health workers or other school staff, to address mental health needs in young people that (when not properly addressed) increase the risk of opioid or another drug misuse.

H. PREVENT OVERDOSE DEATHS AND OTHER HARMS (HARM REDUCTION)

Support efforts to prevent or reduce overdose deaths or other opioid-related harms through evidence-based or evidence-informed programs or strategies that may include, but are not limited to, the following:

1. Increased availability and distribution of naloxone and other drugs that treat overdoses for first responders, overdose patients, individuals with OUD and their friends and family members, schools, community navigators and outreach workers, persons being released from jail or prison, or other members of the general public.
2. Public health entities providing free naloxone to anyone in the community.
3. Training and education regarding naloxone and other drugs that treat overdoses for first responders, overdose patients, patients taking opioids, families, schools, community support groups, and other members of the general public.
4. Enabling school nurses and other school staff to respond to opioid overdoses, and provide them with naloxone, training, and support.
5. Expanding, improving, or developing data tracking software and applications for overdoses/naloxone revivals.
6. Public education relating to emergency responses to overdoses.

7. Public education relating to immunity and Good Samaritan laws.
8. Educating first responders regarding the existence and operation of immunity and Good Samaritan laws.
9. Syringe service programs and other evidence-informed programs to reduce harms associated with intravenous drug use, including supplies, staffing, space, peer support services, referrals to treatment, fentanyl checking, connections to care, and the full range of harm reduction and treatment services provided by these programs.
10. Expanding access to testing and treatment for infectious diseases such as HIV and Hepatitis C resulting from intravenous opioid use.
11. Supporting mobile units that offer or provide referrals to harm reduction services, treatment, recovery supports, health care, or other appropriate services to persons that use opioids or persons with OUD and any co-occurring SUD/MH conditions.
12. Providing training in harm reduction strategies to health care providers, students, peer recovery coaches, recovery outreach specialists, or other professionals that provide care to persons who use opioids or persons with OUD and any co-occurring SUD/MH conditions.
13. Supporting screening for fentanyl in routine clinical toxicology testing.

PART THREE: OTHER STRATEGIES

I. FIRST RESPONDERS

In addition to items in section C, D and H relating to first responders, support the following:

1. Education of law enforcement or other first responders regarding appropriate practices and precautions when dealing with fentanyl or other drugs.
2. Provision of wellness and support services for first responders and others who experience secondary trauma associated with opioid-related emergency events.

J. LEADERSHIP, PLANNING AND COORDINATION

Support efforts to provide leadership, planning, coordination, facilitations, training and technical assistance to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, the following:

1. Statewide, regional, local or community regional planning to identify root causes of addiction and overdose, goals for reducing harms related to the opioid epidemic, and areas and populations with the greatest needs for treatment

intervention services, and to support training and technical assistance and other strategies to abate the opioid epidemic described in this opioid abatement strategy list.

2. A dashboard to (a) share reports, recommendations, or plans to spend opioid settlement funds; (b) to show how opioid settlement funds have been spent; (c) to report program or strategy outcomes; or (d) to track, share or visualize key opioid- or health-related indicators and supports as identified through collaborative statewide, regional, local or community processes.
3. Invest in infrastructure or staffing at government or not-for-profit agencies to support collaborative, cross-system coordination with the purpose of preventing overprescribing, opioid misuse, or opioid overdoses, treating those with OUD and any co-occurring SUD/MH conditions, supporting them in treatment or recovery, connecting them to care, or implementing other strategies to abate the opioid epidemic described in this opioid abatement strategy list.
4. Provide resources to staff government oversight and management of opioid abatement programs.

K. TRAINING

In addition to the training referred to throughout this document, support training to abate the opioid epidemic through activities, programs, or strategies that may include, but are not limited to, those that:

1. Provide funding for staff training or networking programs and services to improve the capability of government, community, and not-for-profit entities to abate the opioid crisis.
2. Support infrastructure and staffing for collaborative cross-system coordination to prevent opioid misuse, prevent overdoses, and treat those with OUD and any co-occurring SUD/MH conditions, or implement other strategies to abate the opioid epidemic described in this opioid abatement strategy list (e.g., health care, primary care, pharmacies, PDMPs, etc.).

L. RESEARCH

Support opioid abatement research that may include, but is not limited to, the following:

1. Monitoring, surveillance, data collection and evaluation of programs and strategies described in this opioid abatement strategy list.
2. Research non-opioid treatment of chronic pain.
3. Research on improved service delivery for modalities such as SBIRT that demonstrate promising but mixed results in populations vulnerable to opioid use disorders.

4. Research on novel harm reduction and prevention efforts such as the provision of fentanyl test strips.
5. Research on innovative supply-side enforcement efforts such as improved detection of mail-based delivery of synthetic opioids.
6. Expanded research on swift/certain/fair models to reduce and deter opioid misuse within criminal justice populations that build upon promising approaches used to address other substances (*e.g.*, Hawaii HOPE and Dakota 24/7).
7. Epidemiological surveillance of OUD-related behaviors in critical populations, including individuals entering the criminal justice system, including, but not limited to approaches modeled on the Arrestee Drug Abuse Monitoring (“ADAM”) system.
8. Qualitative and quantitative research regarding public health risks and harm reduction opportunities within illicit drug markets, including surveys of market participants who sell or distribute illicit opioids.
9. Geospatial analysis of access barriers to MAT and their association with treatment engagement and treatment outcomes.

Appendix C

Award Amount

Years 1 & 2:	\$497,487.85
Year 3:	\$248,743.89
Year 4:	\$248,743.89
Year 7:	\$169,662.44
Total:	\$1,164,638.07

Eighteenth-per-year Payout Schedule for NLPs

Political Subdivision	Share Percentage	Years 1 & 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12
Adair County	0.8239%	\$ 20,657.90	\$ 10,328.95	\$ 10,328.95	\$ 10,328.95	\$ 10,328.95	\$ 10,328.95	\$ 10,328.95	\$ 10,328.95	\$ 10,328.95	\$ 10,328.95	\$ 10,328.95
Ardmore	3.9145%	\$ 98,147.98	\$ 49,073.99	\$ 49,073.99	\$ 49,073.99	\$ 49,073.99	\$ 49,073.99	\$ 49,073.99	\$ 49,073.99	\$ 49,073.99	\$ 49,073.99	\$ 49,073.99
Bartlesville	4.1708%	\$ 104,574.98	\$ 52,287.48	\$ 52,287.48	\$ 52,287.48	\$ 52,287.48	\$ 52,287.48	\$ 52,287.48	\$ 52,287.48	\$ 52,287.48	\$ 52,287.48	\$ 52,287.48
Bixby	0.9534%	\$ 23,904.74	\$ 11,952.37	\$ 11,952.37	\$ 11,952.37	\$ 11,952.37	\$ 11,952.37	\$ 11,952.37	\$ 11,952.37	\$ 11,952.37	\$ 11,952.37	\$ 11,952.37
Bryan County	1.6266%	\$ 40,783.45	\$ 20,391.72	\$ 20,391.72	\$ 20,391.72	\$ 20,391.72	\$ 20,391.72	\$ 20,391.72	\$ 20,391.72	\$ 20,391.72	\$ 20,391.72	\$ 20,391.72
Canadian County	2.1348%	\$ 53,525.71	\$ 26,762.85	\$ 26,762.85	\$ 26,762.85	\$ 26,762.85	\$ 26,762.85	\$ 26,762.85	\$ 26,762.85	\$ 26,762.85	\$ 26,762.85	\$ 26,762.85
Carter County	2.2386%	\$ 56,128.50	\$ 28,064.25	\$ 28,064.25	\$ 28,064.25	\$ 28,064.25	\$ 28,064.25	\$ 28,064.25	\$ 28,064.25	\$ 28,064.25	\$ 28,064.25	\$ 28,064.25
Cherokee County	0.2188%	\$ 5,487.01	\$ 2,743.50	\$ 2,743.50	\$ 2,743.50	\$ 2,743.50	\$ 2,743.50	\$ 2,743.50	\$ 2,743.50	\$ 2,743.50	\$ 2,743.50	\$ 2,743.50
Chickasha	0.6900%	\$ 17,301.16	\$ 8,650.58	\$ 8,650.58	\$ 8,650.58	\$ 8,650.58	\$ 8,650.58	\$ 8,650.58	\$ 8,650.58	\$ 8,650.58	\$ 8,650.58	\$ 8,650.58
Choctaw	0.2316%	\$ 5,807.20	\$ 2,903.60	\$ 2,903.60	\$ 2,903.60	\$ 2,903.60	\$ 2,903.60	\$ 2,903.60	\$ 2,903.60	\$ 2,903.60	\$ 2,903.60	\$ 2,903.60
Claremore	3.3473%	\$ 83,928.43	\$ 41,964.21	\$ 41,964.21	\$ 41,964.21	\$ 41,964.21	\$ 41,964.21	\$ 41,964.21	\$ 41,964.21	\$ 41,964.21	\$ 41,964.21	\$ 41,964.21
Coweta	1.8517%	\$ 46,427.31	\$ 23,213.65	\$ 23,213.65	\$ 23,213.65	\$ 23,213.65	\$ 23,213.65	\$ 23,213.65	\$ 23,213.65	\$ 23,213.65	\$ 23,213.65	\$ 23,213.65
Del City	0.9980%	\$ 25,023.03	\$ 12,511.51	\$ 12,511.51	\$ 12,511.51	\$ 12,511.51	\$ 12,511.51	\$ 12,511.51	\$ 12,511.51	\$ 12,511.51	\$ 12,511.51	\$ 12,511.51
Duncan	3.8319%	\$ 96,077.92	\$ 48,038.95	\$ 48,038.95	\$ 48,038.95	\$ 48,038.95	\$ 48,038.95	\$ 48,038.95	\$ 48,038.95	\$ 48,038.95	\$ 48,038.95	\$ 48,038.95
Durant	3.7091%	\$ 93,000.05	\$ 46,500.02	\$ 46,500.02	\$ 46,500.02	\$ 46,500.02	\$ 46,500.02	\$ 46,500.02	\$ 46,500.02	\$ 46,500.02	\$ 46,500.02	\$ 46,500.02
Garfield County	1.2363%	\$ 30,998.61	\$ 15,499.30	\$ 15,499.30	\$ 15,499.30	\$ 15,499.30	\$ 15,499.30	\$ 15,499.30	\$ 15,499.30	\$ 15,499.30	\$ 15,499.30	\$ 15,499.30
Glenpool	0.5973%	\$ 14,974.99	\$ 7,487.49	\$ 7,487.49	\$ 7,487.49	\$ 7,487.49	\$ 7,487.49	\$ 7,487.49	\$ 7,487.49	\$ 7,487.49	\$ 7,487.49	\$ 7,487.49
Guymon	0.2622%	\$ 6,574.80	\$ 3,287.40	\$ 3,287.40	\$ 3,287.40	\$ 3,287.40	\$ 3,287.40	\$ 3,287.40	\$ 3,287.40	\$ 3,287.40	\$ 3,287.40	\$ 3,287.40
Kingfisher County	0.5667%	\$ 14,209.94	\$ 7,104.97	\$ 7,104.97	\$ 7,104.97	\$ 7,104.97	\$ 7,104.97	\$ 7,104.97	\$ 7,104.97	\$ 7,104.97	\$ 7,104.97	\$ 7,104.97
Marshall County	0.8969%	\$ 22,489.16	\$ 11,244.58	\$ 11,244.58	\$ 11,244.58	\$ 11,244.58	\$ 11,244.58	\$ 11,244.58	\$ 11,244.58	\$ 11,244.58	\$ 11,244.58	\$ 11,244.58
McAlester	6.9877%	\$ 175,204.32	\$ 87,602.15	\$ 87,602.15	\$ 87,602.15	\$ 87,602.15	\$ 87,602.15	\$ 87,602.15	\$ 87,602.15	\$ 87,602.15	\$ 87,602.15	\$ 87,602.15
Mcintosh County	1.5137%	\$ 37,953.28	\$ 18,976.64	\$ 18,976.64	\$ 18,976.64	\$ 18,976.64	\$ 18,976.64	\$ 18,976.64	\$ 18,976.64	\$ 18,976.64	\$ 18,976.64	\$ 18,976.64
Miami	1.9671%	\$ 49,322.31	\$ 24,661.15	\$ 24,661.15	\$ 24,661.15	\$ 24,661.15	\$ 24,661.15	\$ 24,661.15	\$ 24,661.15	\$ 24,661.15	\$ 24,661.15	\$ 24,661.15
Moore	1.1377%	\$ 28,524.85	\$ 14,262.42	\$ 14,262.42	\$ 14,262.42	\$ 14,262.42	\$ 14,262.42	\$ 14,262.42	\$ 14,262.42	\$ 14,262.42	\$ 14,262.42	\$ 14,262.42
Murray County	3.0814%	\$ 77,261.39	\$ 38,630.69	\$ 38,630.69	\$ 38,630.69	\$ 38,630.69	\$ 38,630.69	\$ 38,630.69	\$ 38,630.69	\$ 38,630.69	\$ 38,630.69	\$ 38,630.69
Newcastle	1.3717%	\$ 34,393.96	\$ 17,196.98	\$ 17,196.98	\$ 17,196.98	\$ 17,196.98	\$ 17,196.98	\$ 17,196.98	\$ 17,196.98	\$ 17,196.98	\$ 17,196.98	\$ 17,196.98
Norman	19.8414%	\$ 497,487.85	\$ 248,743.89	\$ 248,743.89	\$ 248,743.89	\$ 248,743.89	\$ 248,743.89	\$ 248,743.89	\$ 248,743.89	\$ 248,743.89	\$ 248,743.89	\$ 248,743.89
Okmulgee	2.9362%	\$ 73,619.28	\$ 36,809.64	\$ 36,809.64	\$ 36,809.64	\$ 36,809.64	\$ 36,809.64	\$ 36,809.64	\$ 36,809.64	\$ 36,809.64	\$ 36,809.64	\$ 36,809.64
Pontotoc County	1.4273%	\$ 35,787.31	\$ 17,893.65	\$ 17,893.65	\$ 17,893.65	\$ 17,893.65	\$ 17,893.65	\$ 17,893.65	\$ 17,893.65	\$ 17,893.65	\$ 17,893.65	\$ 17,893.65
Pushmataha County	1.0636%	\$ 26,667.11	\$ 13,333.55	\$ 13,333.55	\$ 13,333.55	\$ 13,333.55	\$ 13,333.55	\$ 13,333.55	\$ 13,333.55	\$ 13,333.55	\$ 13,333.55	\$ 13,333.55
Sand Springs	1.4430%	\$ 36,180.03	\$ 18,090.01	\$ 18,090.01	\$ 18,090.01	\$ 18,090.01	\$ 18,090.01	\$ 18,090.01	\$ 18,090.01	\$ 18,090.01	\$ 18,090.01	\$ 18,090.01
Sapulpa	4.9721%	\$ 124,666.29	\$ 62,333.14	\$ 62,333.14	\$ 62,333.14	\$ 62,333.14	\$ 62,333.14	\$ 62,333.14	\$ 62,333.14	\$ 62,333.14	\$ 62,333.14	\$ 62,333.14
Sequoyah County	4.6674%	\$ 117,027.57	\$ 58,513.78	\$ 58,513.78	\$ 58,513.78	\$ 58,513.78	\$ 58,513.78	\$ 58,513.78	\$ 58,513.78	\$ 58,513.78	\$ 58,513.78	\$ 58,513.78
Tahlequah	6.7177%	\$ 168,433.05	\$ 84,216.51	\$ 84,216.51	\$ 84,216.51	\$ 84,216.51	\$ 84,216.51	\$ 84,216.51	\$ 84,216.51	\$ 84,216.51	\$ 84,216.51	\$ 84,216.51
Wagoner County	2.3746%	\$ 59,538.28	\$ 29,769.14	\$ 29,769.14	\$ 29,769.14	\$ 29,769.14	\$ 29,769.14	\$ 29,769.14	\$ 29,769.14	\$ 29,769.14	\$ 29,769.14	\$ 29,769.14
Warr Acres	0.6101%	\$ 15,296.85	\$ 7,648.42	\$ 7,648.42	\$ 7,648.42	\$ 7,648.42	\$ 7,648.42	\$ 7,648.42	\$ 7,648.42	\$ 7,648.42	\$ 7,648.42	\$ 7,648.42
Washita County	0.5138%	\$ 12,882.19	\$ 6,441.09	\$ 6,441.09	\$ 6,441.09	\$ 6,441.09	\$ 6,441.09	\$ 6,441.09	\$ 6,441.09	\$ 6,441.09	\$ 6,441.09	\$ 6,441.09
Weatherford	1.3090%	\$ 32,820.18	\$ 16,410.09	\$ 16,410.09	\$ 16,410.09	\$ 16,410.09	\$ 16,410.09	\$ 16,410.09	\$ 16,410.09	\$ 16,410.09	\$ 16,410.09	\$ 16,410.09
Woodward	1.7640%	\$ 44,229.02	\$ 22,114.51	\$ 22,114.51	\$ 22,114.51	\$ 22,114.51	\$ 22,114.51	\$ 22,114.51	\$ 22,114.51	\$ 22,114.51	\$ 22,114.51	\$ 22,114.51
	100.0000%	\$2,507,317.96	\$1,253,658.83	\$1,253,658.83	\$1,253,658.83	\$1,253,658.83	\$1,253,658.83	\$1,253,658.83	\$1,253,658.83	\$1,253,658.83	\$1,253,658.83	\$1,253,658.83

Eighteenth-per-year Payout Schedule for NLPS

Political Subdivision	Year 13	Year 14	Year 15	Year 16	Year 162	Year 18	Total
Adair County	\$ 10,328.95	\$ 10,328.95	\$ 10,328.95	\$ 10,328.95	\$ 10,328.95	\$ 10,328.95	\$ 185,921.11
Ardmore	\$ 49,073.99	\$ 49,073.99	\$ 49,073.99	\$ 49,073.99	\$ 49,073.99	\$ 49,073.99	\$ 883,331.75
Bartlesville	\$ 52,287.48	\$ 52,287.48	\$ 52,287.48	\$ 52,287.48	\$ 52,287.48	\$ 52,287.48	\$ 941,174.69
Bixby	\$ 11,952.37	\$ 11,952.37	\$ 11,952.37	\$ 11,952.37	\$ 11,952.37	\$ 11,952.37	\$ 215,142.60
Bryan County	\$ 20,391.72	\$ 20,391.72	\$ 20,391.72	\$ 20,391.72	\$ 20,391.72	\$ 20,391.72	\$ 367,051.05
Canadian County	\$ 26,762.85	\$ 26,762.85	\$ 26,762.85	\$ 26,762.85	\$ 26,762.85	\$ 26,762.85	\$ 481,731.30
Carter County	\$ 28,064.25	\$ 28,064.25	\$ 28,064.25	\$ 28,064.25	\$ 28,064.25	\$ 28,064.25	\$ 505,156.47
Cherokee County	\$ 2,743.50	\$ 2,743.50	\$ 2,743.50	\$ 2,743.50	\$ 2,743.50	\$ 2,743.50	\$ 49,383.05
Chickasha	\$ 8,650.58	\$ 8,650.58	\$ 8,650.58	\$ 8,650.58	\$ 8,650.58	\$ 8,650.58	\$ 155,710.40
Choctaw	\$ 2,903.60	\$ 2,903.60	\$ 2,903.60	\$ 2,903.60	\$ 2,903.60	\$ 2,903.60	\$ 52,264.76
Claremore	\$ 41,964.21	\$ 41,964.21	\$ 41,964.21	\$ 41,964.21	\$ 41,964.21	\$ 41,964.21	\$ 755,355.76
Coweta	\$ 23,213.65	\$ 23,213.65	\$ 23,213.65	\$ 23,213.65	\$ 23,213.65	\$ 23,213.65	\$ 417,845.73
Del City	\$ 12,511.51	\$ 12,511.51	\$ 12,511.51	\$ 12,511.51	\$ 12,511.51	\$ 12,511.51	\$ 225,207.23
Duncan	\$ 48,038.95	\$ 48,038.95	\$ 48,038.95	\$ 48,038.95	\$ 48,038.95	\$ 48,038.95	\$ 864,701.16
Durant	\$ 46,500.02	\$ 46,500.02	\$ 46,500.02	\$ 46,500.02	\$ 46,500.02	\$ 46,500.02	\$ 837,000.35
Garfield County	\$ 15,499.30	\$ 15,499.30	\$ 15,499.30	\$ 15,499.30	\$ 15,499.30	\$ 15,499.30	\$ 278,987.44
Glenpool	\$ 7,487.49	\$ 7,487.49	\$ 7,487.49	\$ 7,487.49	\$ 7,487.49	\$ 7,487.49	\$ 134,774.86
Guymon	\$ 3,287.40	\$ 3,287.40	\$ 3,287.40	\$ 3,287.40	\$ 3,287.40	\$ 3,287.40	\$ 59,173.19
Kingfisher County	\$ 7,104.97	\$ 7,104.97	\$ 7,104.97	\$ 7,104.97	\$ 7,104.97	\$ 7,104.97	\$ 127,889.46
Marshall County	\$ 11,244.58	\$ 11,244.58	\$ 11,244.58	\$ 11,244.58	\$ 11,244.58	\$ 11,244.58	\$ 202,402.43
McAlester	\$ 87,602.15	\$ 87,602.15	\$ 87,602.15	\$ 87,602.15	\$ 87,602.15	\$ 87,602.15	\$ 1,576,838.75
Mcintosh County	\$ 18,976.64	\$ 18,976.64	\$ 18,976.64	\$ 18,976.64	\$ 18,976.64	\$ 18,976.64	\$ 341,579.46
Miami	\$ 24,661.15	\$ 24,661.15	\$ 24,661.15	\$ 24,661.15	\$ 24,661.15	\$ 24,661.15	\$ 443,900.77
Moore	\$ 14,262.42	\$ 14,262.42	\$ 14,262.42	\$ 14,262.42	\$ 14,262.42	\$ 14,262.42	\$ 256,723.62
Murray County	\$ 38,630.69	\$ 38,630.69	\$ 38,630.69	\$ 38,630.69	\$ 38,630.69	\$ 38,630.69	\$ 695,352.42
Newcastle	\$ 17,196.98	\$ 17,196.98	\$ 17,196.98	\$ 17,196.98	\$ 17,196.98	\$ 17,196.98	\$ 309,545.59
Norman	\$ 248,743.89	\$ 248,743.89	\$ 248,743.89	\$ 248,743.89	\$ 248,743.89	\$ 248,743.89	\$ 4,477,390.16
Okmulgee	\$ 36,809.64	\$ 36,809.64	\$ 36,809.64	\$ 36,809.64	\$ 36,809.64	\$ 36,809.64	\$ 662,573.49
Pontotoc County	\$ 17,893.65	\$ 17,893.65	\$ 17,893.65	\$ 17,893.65	\$ 17,893.65	\$ 17,893.65	\$ 322,085.77
Pushmataha County	\$ 13,333.55	\$ 13,333.55	\$ 13,333.55	\$ 13,333.55	\$ 13,333.55	\$ 13,333.55	\$ 240,003.93
Sand Springs	\$ 18,090.01	\$ 18,090.01	\$ 18,090.01	\$ 18,090.01	\$ 18,090.01	\$ 18,090.01	\$ 325,620.22
Sapulpa	\$ 62,333.14	\$ 62,333.14	\$ 62,333.14	\$ 62,333.14	\$ 62,333.14	\$ 62,333.14	\$ 1,121,996.49
Sequoyah County	\$ 58,513.78	\$ 58,513.78	\$ 58,513.78	\$ 58,513.78	\$ 58,513.78	\$ 58,513.78	\$ 1,053,248.06
Tahlequah	\$ 84,216.51	\$ 84,216.51	\$ 84,216.51	\$ 84,216.51	\$ 84,216.51	\$ 84,216.51	\$ 1,515,897.28
Wagoner County	\$ 29,769.14	\$ 29,769.14	\$ 29,769.14	\$ 29,769.14	\$ 29,769.14	\$ 29,769.14	\$ 535,844.50
Warr Acres	\$ 7,648.42	\$ 7,648.42	\$ 7,648.42	\$ 7,648.42	\$ 7,648.42	\$ 7,648.42	\$ 137,671.63
Washita County	\$ 6,441.09	\$ 6,441.09	\$ 6,441.09	\$ 6,441.09	\$ 6,441.09	\$ 6,441.09	\$ 115,939.69
Weatherford	\$ 16,410.09	\$ 16,410.09	\$ 16,410.09	\$ 16,410.09	\$ 16,410.09	\$ 16,410.09	\$ 295,381.54
Woodward	\$ 22,114.51	\$ 22,114.51	\$ 22,114.51	\$ 22,114.51	\$ 22,114.51	\$ 22,114.51	\$ 398,061.10
	\$1,253,658.83	\$1,253,658.83	\$1,253,658.83	\$1,253,658.83	\$1,253,658.83	\$1,253,658.83	\$22,565,859.24

File Attachments for Item:

25. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A GRANT IN THE AMOUNT OF \$59,281 FROM THE OKLAHOMA HIGHWAY SAFETY OFFICE (OHSO) TO BE USED BY THE POLICE DEPARTMENT TO CONDUCT HIGH-VISIBILITY ENFORCEMENT, SATURATION PATROLS, INFORMATION/EDUCATION CAMPAIGNS DIRECTED TOWARD TRAFFIC SAFETY, AND TO PARTICIPATE IN OHSO MOBILIZATIONS; APPROVAL OF CONTRACT K-2425-46; AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/27/2024

REQUESTER: John Stege, Standards Administrator, Police Department

PRESENTER: Kevin Foster, Chief of Police

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A GRANT IN THE AMOUNT OF \$59,281 FROM THE OKLAHOMA HIGHWAY SAFETY OFFICE (OHSO) TO BE USED BY THE POLICE DEPARTMENT TO CONDUCT HIGH-VISIBILITY ENFORCEMENT, SATURATION PATROLS, INFORMATION/EDUCATION CAMPAIGNS DIRECTED TOWARD TRAFFIC SAFETY, AND TO PARTICIPATE IN OHSO MOBILIZATIONS; APPROVAL OF CONTRACT K-2425-46; AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT.

BACKGROUND:

The Oklahoma Highway Safety Office (OHSO) has informed the Norman Police Department that it has been awarded a \$59,281 grant. The funds are allocated for “high visibility saturation patrols” with an emphasis on impaired driving and any other allowable countermeasure activity that contributes to statewide traffic safety improvement goals and the reduction of serious injury and fatality collisions in the City of Norman.

DISCUSSION:

The Police Department will conduct high-visibility traffic enforcement with a minimum of two (2) different stops per hour, staffed by off-duty personnel paid overtime per bargaining unit agreements, in support of state and national goals to reduce the incidence of serious injury and death (KA) crashes in our community.

To identify those times and locations where serious injury and fatality crashes most often occur, the Project Director shall utilize state and local data and reference sources available. Impaired driving enforcement will address a greater variety of traffic violations, dependent upon local problem identification.

Not all causal factors can be reduced statistically to a specific location, time, or day. Further, impaired driving activity is not always observable and may go undetected. Additionally, many high collision locations and times occur when officers are taxed with other calls and roadway conditions do not allow safe high visibility enforcement.

The Police Department will participate in all National Highway Traffic Safety Administration mobilizations following the terms of the grant agreement, and employ the following evidence-based strategies in grant-related activities:

- Countermeasure: High Visibility Enforcement
- Planned Activity: State and Local High Visibility Enforcement

The Police Department will conduct a minimum of two (2) impaired driving related Public Information and Education (PI&E) activities each month and an additional general traffic safety related activity, as well. Our efforts, therefore, will include:

1. Social media posts,
2. Press releases,
3. Radio/TV spots, and
4. Officer initiated educational efforts (e.g., "Know Your Limit", "Safety Town", and "No Refusal Weekends")

RECOMMENDATION 1:

Acceptance of the grant, acknowledging the terms of the agreement by signing and dating the associated Certification, approval of the contract, and authorization of electronic acceptance of the grant.

RECOMMENDATION 2:

Budget appropriation of \$59,281 from the Special Grant Fund balance (Account 22-29000; Project GP0128); and designate:

\$55,068.28 to Traffic Enforcement-Overtime Salaries (account 22660119-42110);
\$ 4,212.72 to Traffic Enforcement-Benefits (account 22660119-42901; Project GP0128)

RECOMMENDATION 3:

Upon reimbursement, deposit funds into the Special Grants Fund, Other Revenue/Traffic & Alcohol Enforcement (226-333340).

Grant Agreement Summary – Part 1

Title of Contract:

Norman PD AL

*

OHSO Project Number:

AL-25-03-14-01

Award Amount:

\$59,281.00

\$

CFDA Number:

206002500

FAIN Number:

69A37523300004020OK0

TTA Number:

TOTAL AWARD:

\$59,281.00

\$0.00

Project Period:

Oct 01, 2024 - Sep 30, 2025

Primary

Program Area: *Impaired Driving*

Organization:

City of Norman, dba Norman Police Department

Address:

201-B W. Gray St.

City:

Norman

State:

OK

Zip:

73069

FEI Number:

73-6005350

DUNS Number:

009072427

Project Director:

John Stege

Title:

Standards Administrator

Phone Number:

(405) 366-5218

Fax Number:

(405) 217-1066

Project Goals:

To conduct 900 hours or more of overtime high visibility saturation patrols with an emphasis on impaired driving and any other allowable countermeasure activity in FFY25, contributing to statewide traffic safety improvement goals and the reduction of KA crashes in the City of Norman.

Problem Identification:

The City of Norman Police Department's collision and injury data shows a consistent and persistent level of deaths and injuries resulting from impaired driving and inattention/failure to yield violations over the past three years. Collisions showed 8 of the fatality collisions (or 24%) involved some level of drug, alcohol, or other impairment. The data also shows that 47 of the incapacitating injury collisions (or 20%) involved some level of drug, alcohol, or other impairment. 2023 population estimates show the City of Norman at 127,701.

Crash data for the last three years shows:

- 2021: 2137 total collisions; 8 fatality, 696 injury, and 1433 non-injury crashes
- 2022: 2176 total collisions; 15 fatality, 676 injury, and 1485 non-injury crashes
- 2023: 2137 total collisions; 11 fatality, 667 injury, and 1459 non-injury crashes

Injury data for the same time period shows:

- 2021: 5,696 total subjects involved with 8 deaths and 65 incapacitating injuries (73)
- 2022: 5,784 total subjects involved with 15 deaths and 59 incapacitating injuries (74)
- 2023: 5,705 total subjects involved with 13 deaths and 70 incapacitating injuries (83)

OHSO Crash Data for 2021 ranks City of Norman high in three (3) categories: number of alcohol-related KA crashes, number of unhelmeted motorcycle fatalities, and number of unrestrained fatalities. City of Norman ranks middle in seven (7) other categories: number of KA crashes, fatal crashes, fatalities, drug related KA crashes, unsafe speed KA crashes, distracted driving KA crashes, and motorcyclists with KA injuries.

Project Description:

The City of Norman Police Department will conduct overtime impaired driving (alcohol and drug) high-visibility enforcement and other traffic safety activities in support of state and national goals to reduce the incidence of impaired driving in our community. To identify times and locations for enforcement activity, the Project Director shall utilize state and local data and reference sources available. Saturation patrols and/or sobriety checkpoints will be conducted as part of the cooperation with ENDUI task force efforts as much as possible. Public information and education (PI&E) supporting enforcement activities will be conducted monthly as part of the HVE effort to inform and educate the public on the dangers of impaired driving as well as the agency's ongoing effort to deter this activity.

The City of Norman Police Department will participate in all NHTSA mobilizations in accordance with the terms of the grant agreement, and employ the following evidence-based strategies in conducting grant related activities:

Countermeasure: Integrated Enforcement

Planned Activity: State and Local High Visibility Enforcement

The Norman Police Department will conduct 40 hours per month of high visibility traffic enforcement with a minimum of 2 different stops per hour. We will focus on the following factors using saturation patrols that directly impact our goals:

1. Hazardous driving behaviors consistent with impaired and/or distracted driving (speed, failure to yield, and other),
2. Identified zones where fatality and incapacitating injury collisions occur (high-traffic areas, complaint locations, collision hot-spots), and
3. Identified occupant protection zones (school zones, shopping areas, pedestrian locations),

Additionally, the department will conduct 40 hours per month of high visibility, holiday/OHSO Mobilization enforcement and educational activities including:

1. Saturation patrols and checkpoints,
2. City- and County-wide "Operation Cadence" initiatives on holidays, and
3. "Know Your Limit", "Safety Town", "No Refusal Weekends", and other officer-initiated educational campaigns.

This grant is subject to the terms and conditions set forth in the Pre-Application guidelines and any modifications agreed to during negotiation and reflected in the Award Documents, or by Contract Change Order hereafter, including; Part I-Grant Agreement Summary; Budget Summary; Budget Detail; Activity/Milestones; General Provisions – Part II; Specific Agreements – Part III; and Certification pages.

In addition, the grantee agrees to the following:

1. If the grantee is a law enforcement agency, the grantee agrees to participate in and support NHTSA's national goals and law enforcement mobilizations ("Click It or Ticket" and "Drive Sober or Get Pulled Over"), including submitting both pre and post reports through the OHSO online Mobilization Reporting System.
2. At the end of the project year and no later than November 1, the Project Director will submit the End of Year Project Summary Report outlining the project accomplishments and whether the project goal(s) was met.

In accordance with OMB Circular A-133, the Oklahoma Highway Safety Office (OHSO) is required to supply each grantee with pertinent information regarding the grant awarded. The Oklahoma Highway Safety Office (OHSO) is a pass-through agency for federal funds provided by the U.S. Dept of Transportation, National Highway Traffic Safety Administration (NHTSA).

On the chart below, locate the "Start of Project Number for each grant awarded to obtain the information your agency's financial department will need for Federal/State reporting purposes.

Start of Project Number	Program Area	CFDA No.	Award Name	Section No.
AI	Accident Investigation	20.6000000	State and Community Highway Safety	402
AL	Alcohol	20.6000000	State and Community Highway Safety	402
DE	Driver Education	20.6000000	State and Community Highway Safety	402
MC	Motorcycle Safety	20.6000000	State and Community Highway Safety	402
OP	Occupant Protection	20.6000000	State and Community Highway Safety	402
PS	Pedestrian Safety	20.6000000	State and Community Highway Safety	402
PT	Police Traffic Services	20.6000000	State and Community Highway Safety	402
RH	Railroad/Highway Crossings	20.6000000	State and Community Highway Safety	402
SE	Speed Enforcement	20.6000000	State and Community Highway Safety	402
TR	Traffic Records	20.6000000	State and Community Highway Safety	402
TSP	Teen Safety Programs	20.6000000	State and Community Highway Safety	402
M2	405b OP Low	20.6160000	Occupant Protection	405b
M3	21 405c Data Program	20.6160000	State Traffic Safety Information Systems Improvements	405c
M5	405d Impaired Driving Mid	20.6160000	Impaired Driving Countermeasures	405d
M9	405f Motorcycle Programs	20.6160000	Motorcyclist Safety	405f

If you have any questions, please contact your Program Manager.

Budget Summary Projections

Cost Category Items	1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			Annual Total
	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun	Jul	Aug	Sep	
I. Personnel													
A. Salaries	\$4,589.03	\$4,589.02	\$4,589.03	\$4,589.02	\$4,589.03	\$4,589.02	\$4,589.03	\$4,589.02	\$4,589.02	\$4,589.02	\$4,589.02	\$4,589.02	\$55,068.28
B. Benefits	\$351.06	\$351.06	\$351.06	\$351.06	\$351.06	\$351.06	\$351.06	\$351.06	\$351.06	\$351.06	\$351.06	\$351.06	\$4,212.72
II. Travel													
A. In-State Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0
B. Out-of-State Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0
III. Operating Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0
IV. Contractual Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0
V. Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0
Monthly Total	\$4,940.09	\$4,940.08	\$4,940.09	\$4,940.08	\$4,940.09	\$4,940.08	\$4,940.09	\$4,940.08	\$4,940.08	\$4,940.08	\$4,940.08	\$4,940.08	\$59,281.00

Budget Detail Projections

Cost Category Items		Project #		Description			
OCT	NOV	DEC	JAN	FEB	MAR	Semi-Annual	
APR	MAY	JUN	JUL	AUG	SEP	Annual	
I.A.	1	AL-25-03-14-01	<i>Salary for overtime impaired driving enforcement/PI&E (rate not to exceed 1.5 times regular hourly rate of \$39.59, unless contractually required and approved by OHSO).</i>				
\$4,589.03	\$4,589.02	\$4,589.03	\$4,589.02	\$4,589.03	\$4,589.02	\$27,534.15	
\$4,589.03	\$4,589.02	\$4,589.02	\$4,589.02	\$4,589.02	\$4,589.02	\$55,068.28	
I.B.	1	AL-25-03-14-01	<i>Benefits for overtime impaired driving enforcement at 7.65%.</i>				
\$351.06	\$351.06	\$351.06	\$351.06	\$351.06	\$351.06	\$2,106.36	
\$351.06	\$351.06	\$351.06	\$351.06	\$351.06	\$351.06	\$4,212.72	
\$	\$	\$	\$	\$	\$	\$0.00	
\$	\$	\$	\$	\$	\$	\$0.00	
\$	\$	\$	\$	\$	\$	\$0.00	
\$	\$	\$	\$	\$	\$	\$0.00	
\$	\$	\$	\$	\$	\$	\$0.00	
\$	\$	\$	\$	\$	\$	\$0.00	

Activity/Milestones Projections

MILESTONE PROJECTIONS												
Activity #		Project #			Description							
1st Quarter			2nd Quarter			3rd Quarter			4th Quarter			
Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Jun	Jul	Aug	Sep	Total
1		AL-25-03-14-01			<i>Hours of overtime impaired driving, other traffic safety activity enforcement and PI&E worked (based on average OT rate \$57.89/hour).</i>							
80.00	80.00	40.00	40.00	80.00	80.00	80.00	80.00	40.00	40.00	80.00	40.00	760.00
2		AL-25-03-14-01			<i>Number of vehicles stops completed (target is based on 2 stops per hour).</i>							
160.00	160.00	80.00	80.00	160.00	160.00	160.00	160.00	80.00	80.00	160.00	80.00	1,520.00
3		AL-25-03-14-01			<i>OT hours for at least 5 DUI checkpoints and/or saturation patrols.</i>							
		40.00	40.00					40.00	40.00		40.00	200.00
4		AL-25-03-14-01			<i>Conduct at least 5 DUI checkpoints/or saturation patrols.</i>							
		1.00	1.00					1.00	1.00		1.00	5.00
5		AL-25-03-14-01			<i>Number of DUI arrests (no target).</i>							
												0.00
6		AL-25-03-14-01			<i>Number of impaired driving related PI&E activities conducted – minimum 2 per month (to include media contacts, traffic safety presentations, etc.).</i>							
2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	24.00
7		AL-25-03-14-01			<i>Number of other traffic safety related PI&E activities conducted – minimum 1 per month (to include media contacts, traffic safety presentations, etc.).</i>							
1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	12.00
8		AL-25-03-14-01			<i>Sign up for and participate in national mobilizations, to include Click-It-Or-Ticket in May and Drive Sober or Get Pulled Over in December and August.</i>							
		1.00					1.00			1.00		3.00
9		AL-25-03-14-01			<i>Report on mobilization participation, to include Click-It-Or-Ticket in May and Drive Sober or Get Pulled Over in December and August.</i>							
			1.00					1.00			1.00	3.00
10		AL-25-03-14-01			<i>Project Director and Financial Officer or designee to attend the annual Project Director's Training Course conducted by OHSO.</i>							
2.00												2.00
11		AL-25-03-14-01			<i>Submit quarterly certification that all officers working impaired driving enforcement shifts have received Standard Field Sobriety Test (SFST) training.</i>							

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1.00			1.00			1.00			1.00			4.00
												0.00
												0.00
												0.00
												0.00

General Provisions – Part II

GLOSSARY OF DEFINITIONS

This glossary defines terms with meanings which may be unclear in the context in which they are used. These definitions are meant to apply only to the usage of these terms in this contract agreement.

Activity - The smallest unit of work that can be time-framed, quantified, and is critical to the success of a project.

Actual - The attained level of resources and/or accomplishments

Authorizing Official - The duly authorized representative of the State Agency, Local Subdivision or subrecipient agency having signatory authority and the responsibility of executing the contract agreement.

C. F. R. - Code of Federal Regulations

Director - The Director authorized by the Governor's Representative to direct the activities of the Oklahoma Highway Safety Office

DUNS Number – Data Universal Numbering System

FAIN Number – Federal Award Identification Number

FY - Fiscal year which starts October 1 and ends September 30 each year

Governor's Representative - A representative appointed by the Governor of Oklahoma to oversee the activities of the Oklahoma Highway Safety Office

Grantor Agency - Oklahoma Highway Safety Office

Local Subdivision - An administrative division of local government

Milestone - A level of accomplishment of an activity within a specific period of time

Obligated - The proposed level of resources and/or accomplishments

OMB - Office of Management and Budget (Federal)

OHSO - Oklahoma Highway Safety Office

OS - Oklahoma Statute

Program Manager - An OHSO staff member authorized to act as the liaison between the Highway Safety Office and the State Agency or Local Subdivision in all matters pertaining to a contract.

Project Director - A representative of the State Agency, Local Subdivision or subrecipient agency responsible for directing the activities of the project as outlined in the contract agreement

Projection - An anticipated level of performance or expenditure necessary to attain the stated project goal(s).

Project Number - A number assigned to one of the highway safety program areas as defined by the Highway Safety Act of 1966.

QTD - Quarter-to-date.

State Agency - An administrative division of state government.

Subrecipient - An agency or organization receiving pass-through funds from the OHSO through a duly authorized grant agreement, Memorandum or Agreement or

Memorandum of Understanding

TTA Number – Taxpayer's Transparency Act number

U. S. C. - United States Code

YTD - Year-to-date

REGULATIONS AND DIRECTIVES

The subrecipient, its assignee(s), successor(s) in interest, subcontractor(s), supplier(s), or anyone who is a recipient of financial assistance through this grant shall agree to all applicable provisions of the following; however, nothing here should be interpreted to limit the requirements to comply with regulations and directives not included in this list:

1. Project Implementation

Grantee agrees to implement the project in accordance with federal statutes, local statutes and regulations, as well as the policies and procedures established by the Oklahoma Highway Safety Office.

2. Nondiscrimination (applies to subrecipients as well as States)

The State highway safety agency will comply with all Federal statutes and implementing regulations relating to nondiscrimination ("Federal Nondiscrimination Authorities "). These include but are not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin) and 49 CFR part 21;
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. 324 et seq.), and Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. 794 et seq.), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27 ;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. 6101 et seq.), (prohibits discrimination on the basis of age);
- The Civil Rights Restoration Act of 1987, (Pub. L. 100-209), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, subrecipients and contractors , whether such programs or activities are Federally-funded or not);
- Titles II and III of the Americans with Disabilities Act (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities , public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38;
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations (prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations);
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency (guards against Title VI national origin discrimination/discrimination because of limited English proficiency (LEP) by ensuring that funding recipients take reasonable steps to ensure that LEP persons have meaningful access to programs (70 FR 74087-74100).

3. Political Activity (Hatch Act) (applies to subrecipients as well as States)

The state will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

4. Buy America Act (applies to subrecipients as well as States)

The state and each subrecipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or subrecipient, to purchase with Federal funds only steel, iron and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification for approval by the Secretary of Transportation.

5. Prohibition on using grant funds to check for helmet usage. (applies to subrecipients as well as State)

The State and each subrecipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcycles.

6. Certification Regarding Federal Lobbying; Certification for Contracts, Grant, Loans, and Cooperative Agreements.

The undersigned certifies, to the best of his or her knowledge and belief, that:

- A. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence any officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.
- B. If any funds other than Federal appropriated funds have been paid or will be paid to any person for the influencing or attempting to influence any officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

- C. Then undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, sub-grants, and contracts under grant, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.
- D. Restriction on State Lobbying; None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any state or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

7. Equipment Purchased with Highway Safety Funds:

- Ownership of equipment purchased is vested in the subrecipient, who must use the property only for the authorized purpose of this project (2 CFR Part 200.313)
- Equipment must be entered into, and tracked through, the Grantee's inventory system and the OHSO inventory;
- Equipment maintenance and liability coverage are the subrecipient's responsibility;
- Subrecipient shall not remove, transfer, or dispose of the property without prior written approval from OHSO;
- If equipment is lost or stolen, the OHSO must be notified immediately, in writing, accompanied by a police report.

To dispose of *ANY* equipment, the subrecipient *MUST*:

1. Write a letter of request to OHSO;
2. State how the disposal will occur (auction, transfer, etc.) and/or provide three (3) appraisals;
3. Maintain equipment until subrecipient receives letter of approval;
4. Return Equipment to OHSO

Nothing herein contained shall be construed as incurring for the Grantor Agency any liability for Workmen's Compensation, F.I.C.A., Withholding Tax, Unemployment Compensation, or any other payment which is not a part of this contract.

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION (applies to subrecipients as well as States)

Instructions for Primary Tier Participant Certification (States)

1. By signing and submitting this proposal, the prospective primary tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective primary tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter this transaction. However, failure of the prospective primary tier participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter this transaction. If it is later determined that the prospective primary tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default or may pursue suspension or debarment.
4. The prospective primary tier participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary tier participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov>).
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency may terminate the transaction for cause or default.

Certification Regarding Debarment, Suspension, and Other Responsibility Matters-Primary Tier Covered Transactions

1.

The prospective primary tier participant certifies to the best of its knowledge and belief, that it and its principals:

a.

Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any

Federal department or agency;

b.

Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

c.

Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (l)(b) of this certification; and

d.

Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

2.

Where the prospective primary tier participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

Instructions for Lower Tier Participant Certification

1.

By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.

2.

The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

3.

The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4.

The terms covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.

5.

The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6.

The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.

7.

A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov/>).

8.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9.

Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transactions:

1.

The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.

2.

Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Specific Agreements – Part III

1.

Subrecipient shall adopt (if none presently exists) and enforce a written safety belt use policy requiring all employees and others riding in Subrecipient owned or leased vehicles and/or on Subrecipient business to use safety belts in all seating positions and provide a copy of the same prior to initiation of a grant.

2.

Regular compensation and/or overtime compensation provided in this grant award will be paid in accordance with established policies and regulations of the subrecipient's entity. Any deviation from the established policies and regulations must be specifically addressed in the written grant agreement.

3.

Subrecipient shall verify that any officer using a grant purchased radar or grant purchased video camera has received training in the proper use of the equipment.

4.

Subrecipient shall require all law enforcement officers participating in impaired driving enforcement programs to obtain certification in NHTSA sanctioned Standard Field Sobriety Test (SFST) procedures prior to working grant funded enforcement shifts.

5.

Subrecipient shall submit activity and reimbursement reports to OHSO monthly through the OKGrants system unless otherwise pre-approved. Reports shall include all appropriate and required backup documentation. Reports shall be submitted within 30 days of the end of the reporting month. Failure to timely submit reports may result in denial of the reimbursement claim or delay in reimbursement of the same.

6.

The Oklahoma Highway Safety Office (OHSO) is a pass-through agency for federal funds provided by the U.S. Dept of Transportation, National Highway Traffic Safety Administration (NHTSA). In accordance with 2 CFR 200, the Oklahoma Highway Safety Office (OHSO) is required to supply each subrecipient with pertinent information regarding the grant award to assist in providing the subrecipient's financial department information which may be needed for Federal/State reporting purposes. Said information is contained within the Grant Agreement Summary-Part 1 of the award documents. A subrecipient agency may be subject to audit under 2 CFR 200. Unless other arrangements are made, any required audit cost is the responsibility of the Subrecipient.

7.

Any activities or cost items not specifically addressed in this agreement or any revisions to the items which are included in the agreement must be approved, in writing, by the OHSO Director/Governor's Representative or designee before they will be considered eligible activities and/or cost items. (For example, any out-of-state travel expenses not specifically identified in one's agreement require prior written permission from the OHSO Director/Governor's Representative or designee or the costs will not be reimbursed.) These "Specific Agreement" topics have been provided in an effort to assist subrecipients. This is not in any way a complete list of all requirements. Any questions and/or concerns not addressed here or in other areas of this grant agreement should be directed to the OHSO Program Manager assigned responsibility for oversight of this project.

8.

The continuation of this project is contingent on the availability and receipt by OHSO of Federal Funds.

Certification

As the Authorizing Official, I certify that all data in this application is true and correct. The application and proposed agreement have been reviewed and authorized by the governing body of the applicant agency. The typed name, in lieu of a signature, represents this agency's legal acceptance of the terms of this proposal and a statement of veracity of the representations made in this application.

Printed Name of Authorizing Official:
(Chief Executive Officer)

Title:

Date:

NOTE: The Authorizing Official is the person with official signature authority to make financial and programmatic commitments on behalf of the applicant agency. The Authorizing Official must be a state agency head, mayor, city manager, chairperson of the County Commission or an authorized tribal leader. The Chief of Police or Sheriff is not generally an authorized signatory.

Signature:

File Attachments for Item:

26. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2425-47: AN INTERLOCAL AGREEMENT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND NORMAN PUBLIC SCHOOLS FOR THE SCHOOL RESOURCE OFFICER (SRO) PROGRAM.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 8/27/2024

REQUESTER: Rickey Knighton II, Interim City Attorney

PRESENTER: Rickey Knighton, Interim City Attorney

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2425-47: AN INTERLOCAL AGREEMENT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND NORMAN PUBLIC SCHOOLS FOR THE SCHOOL RESOURCE OFFICER (SRO) PROGRAM

BACKGROUND:

On April 1, 2014, voters in the City of Norman approved a permanent extension of the one-half percent (1/2%) Public Safety Sales Tax ("PSST II"; Ordinance 1314-33). That Ordinance included the placement of thirteen (13) police officers in Norman Public Schools (NPS) as School Resource Officers (SROs). In addition, the Ordinance requires PSST II funds to be used to provide those officers with the proper equipment and a marked police vehicle. To accomplish these items, the City of Norman and the Norman Public Schools adopted an Interlocal Agreement, K-1516-137, on May 24, 2016. K-1516-137 was for an initial term of five years, subject to funding. K-1516-137 was amended in 2017 and expired in 2021. A new contract has been drafted and was approved by the NPS Board of Education on August 12, 2024.

DISCUSSION:

NPS and the City agreed to jointly fund the Agreement, as mandated in Ordinance 1314-33. However, the term "jointly" is not defined in the Ordinance. While NPS previously paid half of the cost of the SRO program for the entire year, the new agreement requires that they only pay half of the cost of nine SROs (a supervisor and 8 officers), for 182 days and up to \$165,000 for overtime (actual SRO overtime costs in fiscal year 2023-2024 was \$301,843). The City is paying the full cost for 4 additional SROs, for a total of 13. The amount NPS has agreed to pay for the supervisor and 8 SROs is \$531,232. NPS will be invoiced at the rate of \$59,026 per month for 9 months with the first payment due on or before September 15 and the last payment due on or before July 15 of each fiscal year. The fiscal year 2024-2025 budget included projected revenue of \$732,957 for the NPS share of the costs for the School Resource Officer program.

The original Agreement included two attachments that detail the responsibilities of the SROs and the relationship between the SROs, the schools, and the students. Those attachments were developed in coordination with NPS and best practices of SRO programs. NPS administrators requested the addition of mandatory training SROs are required to complete. The Norman Police Department has advised that it already requires SROs to complete the training specifically

outlined by NPS, however; thus the additional language requested by NPS administrators does not impose any additional obligations on the City.

RECOMMENDATION:

If Council wishes to continue the SRO Program, as so directed by voters with the passage of the PSST II, staff recommends adoption of the Interlocal Agreement negotiated with Norman Public Schools, K-2425-47. Funds received from NPS will be deposited into SRO Reimbursement-NPS revenue account (156-364226) to cover a share of SRO operational expenses.

**INTERLOCAL AGREEMENT
BETWEEN NORMAN PUBLIC SCHOOLS AND
THE CITY OF NORMAN FOR IMPLEMENTATION AND OPERATION
OF A SCHOOL RESOURCE OFFICER PROGRAM**

This Agreement is entered into this 12th day of August 2024 in the City of Norman, municipal corporation, hereinafter referred to as "CITY" and Independent School District No. 29 of Cleveland County, Oklahoma a/k/a Norman Public Schools, hereinafter referred to as "NPS" or "District". Together, CITY and NPS shall be referred to as the "Parties."

WHEREAS, the City of Norman is a charter municipality vested with the power to enter into contracts by Title 11, Section 22-101 of the Statutes of the State of Oklahoma, and NPS is an independent school system with the powers of a corporation, including the authority to contract, by Title 70, Section 5-105 of the Statutes of the State of Oklahoma.

WHEREAS, NPS and CITY have jointly considered and studied the needs of the District and the City of Norman and believe that implementing and operating a School Resource Officer Program can provide a positive benefit to both the citizens of the City of Norman and NPS students; and

WHEREAS, the School Resource Officer program is designed with the understanding that each school has different needs and each School Resource Officer will provide an approach that is most appropriate for their assigned school and the circumstances they will encounter.

WHEREAS, it is mutually beneficial for the parties to enter into an agreement which establishes the duties, assignments, responsibilities, and obligations of the School Resource Officers, the CITY, and NPS; and

WHEREAS, to effectuate the purposes stated above, this Agreement is executed.

NOW, THEREFORE, IN CONSIDERATION of One Dollar (\$1.00) and other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged, and the mutual covenants and agreements contained herein, the parties agree as follows:

I.

TERM OF THE AGREEMENT

1. The term of this Agreement shall be for an initial period of five years, subject to appropriation of funds by the Parties, beginning on the 1st day of July, 2024 and ending June 30, 2029. Subject to the annual appropriation of funds by the Parties, this Agreement shall be renewed automatically for subsequent five-year terms.

II.

SCOPE OF AGREEMENT

1. The City and NPS agree to partner to implement and operate a School Resource Officer Program. This Program shall place thirteen (13) commissioned Norman Police Department Officers in schools operated by NPS and equip those officers. The terms of this partnership shall be governed by this Agreement.

2. The CITY shall provide thirteen (13) employees who are certified, commissioned police officers of the City of Norman Police Department for the School Resource Officer Program to be assigned as follows:
 - a. One (1) School Resource Officer Supervisor
 - b. Two (2) School Resource Officers at Norman High School
 - c. Two (2) School Resource Officers at Norman North High School
 - d. One (1) School Resource Officer at Whittier Middle School
 - e. One (1) School Resource Officer at Alcott Middle School
 - f. One (1) School Resource Officer at Irving Middle School
 - g. One (1) School Resource Officer at Longfellow Middle School
 - h. Four (4) School Resource Officers to be assigned to designated NPS elementary schools or, at the discretion of NPS, rotate between seventeen (17) or fewer NPS elementary schools
3. As of the date teachers return to NPS for the school year, thirteen (13) School Resource Officers, consisting of one supervisor and twelve (12) officers, shall be assigned. In the event insufficient funds are available, the number of additional officers may be adjusted by agreement of NPS and the CITY. Any downward adjustment in officers and the effect of that on the School Resource Officer Program shall be jointly negotiated by the Parties.
4. The CITY agrees that the vehicles utilized by the School Resource Officers shall be marked, fully equipped Norman Police Department patrol cars. One marked vehicle will be present at each school site while a School Resource Officer is on duty at that location.
5. School Resource Officers will work with NPS personnel on a cooperative basis. In addition to law enforcement functions, the School Resource Officers will be available to provide counseling, education and public speaking services as requested by NPS administration or its designated agents.

III.

COMPENSATION

1. The CITY and NPS agree to jointly fund the School Resource Officer Program.
2. As compensation to the CITY for the Services, NPS agrees to pay the CITY the following:
 - a. An annual fee shall be paid by NPS to the CITY for the 2024-2025 school year not to exceed \$531,232. This amount will be invoiced by the CITY to the District at a rate of \$59,026 per month for 9 months with the first payment due on or before September 15 and the last payment due on or before June 15 of each fiscal year. This amount covers all SROs at all sites to which they are assigned, and all overtime costs associated with SRO services requested by NPS and provided by CITY up to \$165,000.
 - b. The total payment consists of officers' salaries prorated based on a 182-workday schedule. These are the costs shared jointly by the CITY and NPS. NPS's payment also includes estimated officers' overtime.
 - c. The Parties agree to continue to jointly fund the Agreement during the period of this Agreement based on the annual base fee in "a" above with a 2% increase beginning in year 2 (2025-2026) of the Agreement which shall be subject to the same base payment and payment schedule included in this section.

3. School Resource Officers shall be assigned a 9-month schedule that parallels an NPS teacher's schedule. For the 2024-2025 school year this schedule will be based on 182 workdays. SRO's shall not be required to be at an NPS site when school is not in session and teachers are not scheduled to work. In addition to the NPD SRO Lieutenant, one or more SROs will be assigned at an NPS school for the summer school sessions. SROs shall be assigned by the CITY during summer months or at other times SROs have not been reserved by NPS.
4. In the event a School Resource Officer is absent due to sick leave, training, subpoena or court appearance, worker's compensation, holiday, vacation, or emergency, military, or bereavement leave, NPS shall not be relieved of its obligation to pay its part of the annual base fee described above, except in any instance in which the CITY is unable to provide an acceptable substitute officer to fill the vacancy created by an Officer who will be absent from duties for an extended period or for a period which due to the nature of the absence is uncertain.
5. Provided, however, if a School Resource Officer is absent more than three (3) consecutive school days, the School Resource Officer shall be replaced by another Norman Police Officer qualified to perform the duties of the School Resource Officer or, if not assigned, payment shall be reduced on a prorated basis.
6. In the event that the CITY finds it necessary to reassign one or more School Resource Officers due to a citywide or major emergency for more than three (3) consecutive school days, payment for services shall be reduced on a prorated basis and an adjusted invoice issued.

IV.

INDEPENDENT CONTRACTOR

1. The CITY is and at all times shall be deemed an independent contractor and shall be wholly responsible for the way CITY performs the services required by the terms of the Agreement. Nothing herein shall be construed as creating the relationship of employer and employee, or principal and agent, between the CITY and NPS or any of CITY's agents or employees. The CITY assumes exclusive responsibility for the acts of its employees as they relate to the services provided during the course and scope of their employment. The CITY, its agents and employees, shall not be entitled to any rights or privileges of NPS employees, beyond those required for the performance of their School Resource Officer duties, and shall not be considered in any manner to be NPS employees.
2. While NPS will not directly supervise the School Resource Officers in the day-to-day performance of their duties, NPS may provide input to the CITY regarding the personnel assigned under this Agreement. If NPS objects to the assignment of any personnel to its campuses, NPS will review those objections with a designated representative of the CITY for final resolution of the objections.
3. The CITY and NPS will work cooperatively to provide the best working relationship possible between the Parties to ensure that the needs of the individual schools, students, principals, school staff, and School Resource Officers are met. This includes meetings between principals and the School Resource Officer supervisor as needed to facilitate scheduling and operation of the program. The NPD SRO Lieutenant will be the point of contact for the CITY for routine questions, scheduling, and day to day operations of the program. Justin Milner, NPS's Associate Superintendent and Chief Operating Officer, shall be NPS's point of contact for the same or similar issues.

V.

ADDITIONAL PERSONNEL

1. In addition to the School Resource Officers assigned according to Section I, Paragraph 2 above, NPS, at its option, shall have the right to engage off-duty Norman Police Department (NPD) personnel for special events, sporting events, or other school-related activities as NPS deems necessary. Any off-duty NPD personnel not designated as a School Resource Officer under this Agreement will be considered an NPS employee or independent contractor during the period of engagement to be compensated directly by NPS as arranged between NPS and the off-duty NPD personnel so engaged.
2. In addition to the personnel to be provided by CITY, NPS, at its option, shall have the right to engage personnel to provide private security or alternate school resource officer services, including private security services provided through a private security company or services provided by a different governmental entity. In the event NPS elects to engage private security services through NPD employees, a private security service, or a governmental entity, the security services will be coordinated with the NPD personnel. Nothing in this Agreement shall create liability on the part of CITY or NPS for personnel hired under this Section.

VI.

GENERAL DUTIES

1. The CITY and NPS have worked together to create a list of general duties for the School Resource Officers which outlines the officers' duties and is hereby incorporated by reference into this Agreement as Attachments "A" and "B."
2. As the School Resource Officer Program is administered over the subsequent terms of this Agreement, it may be necessary to amend Attachments "A" and "B" to better reflect the scope of the general duties and training requirements for the School Resource Officers. For that reason, the Police Chief of the CITY and the Superintendent of NPS are hereby authorized to make written, mutually agreed upon amendments to Attachments "A" and "B" as necessary to continue to provide a high level of service to the citizens of the City of Norman.

VII.

INSURANCE

1. The CITY is self-insured. The CITY shall provide workers' compensation insurance in the amount required by Oklahoma law for all employees engaged in work as a School Resource Officer under this Agreement.

VIII.

TERMINATION AND ASSIGNMENT

1. This Agreement may be terminated by either Party at its sole option and without prejudice by giving sixty (60) days written notice of termination to the other Party.
2. Neither party shall assign, transfer, or sub-contract any of its rights, burdens, duties, or obligations under this Agreement without the prior written permission of the other Party to this Agreement.

IX.

DISPUTE RESOLUTION AND VENUE

1. In the event both Parties are unable to jointly resolve a dispute arising from the implementation and operation of the School Resource Officer Program, then the final decision specific to that dispute will be submitted for resolution to the City Manager of CITY and the Superintendent of NPS. In the event the City Manager of CITY and the Superintendent of NPS are unable to jointly resolve any such dispute, then the matter will be submitted within thirty (30) days to a third-party mediator. In the event the mediation is unsuccessful in resolving any dispute arising from the implementation or operation of the School Resource Officer Program, then each party has the option to file suit. During any period of dispute resolution, the program shall continue without cessation or material alterations to the services provided until all formal dispute resolution efforts have concluded.
2. All obligations of each party to this Agreement shall be performed in Cleveland County, Oklahoma. The laws of the State of Oklahoma shall govern the interpretation, validity, performance, and enforcement of this Agreement, and the exclusive venue for any legal proceedings involving this Agreement shall be Cleveland County, Oklahoma.

X.

NOTICES

1. Any notice to be given by CITY to NPS hereunder shall be deemed to be properly served if deposited in the United States mail, postage prepaid, addressed to: Superintendent Dr. Nick Migliorino, Norman Public Schools, 131 South Flood Avenue, Norman, Oklahoma, 73069.
2. Any notice to be given hereunder by NPS to CITY shall be deemed to be properly served if the same be deposited in the United States mail, postage prepaid addressed to: Police Chief Kevin Foster, P. O. Box 370, Norman, Oklahoma, 73070 with a copy to the City Manager.

XI.

SEVERABILITY

1. If any provision of this Agreement, or the application of such provision, shall be rendered or declared invalid by a court of competent jurisdiction, or by reason of it requiring any steps, actions, or results, the remaining parts or portions of this Agreement shall remain in full force and effect.

XII.

HOLD HARMLESS CLAUSE

1. To the extent allowed by law, NPS does hereby agree to waive all claims against, release, and hold harmless CITY and all of its officials, officers, agents, employees, in both their public and private capacities, for any and all liability, claims, suits, demands, losses, damages, attorneys' fees, including all expenses of litigation or settlement, or causes of action which may arise by reason of injury or death of any person or for loss of, damage to, or loss of use of any property arising out of or in connection with this Agreement.

- 2. To the extent allowed by law, CITY does hereby agree to waive all claims against, release, and hold harmless NPS and all of its officials, officers, agents, employees, in both their public and private capacities, for any and all liability, claims, suits, demands, losses, damages, attorneys' fees, including all expenses of litigation or settlement, or causes of action which may arise by reason of injury or death of any person or for loss of, damage to, or loss of use of any property arising out of or in connection with this Agreement.
- 3. It is the intention of both Parties that this mutual hold harmless clause shall be interpreted to mean that each party shall only be responsible for the actions of each party's own employees, officials, officers, and agents. The Parties agree that they have not waived their sovereign immunity by entering into and performing its obligations under this Agreement.

XIII.

ENTIRE AGREEMENT


- 1. This Agreement shall be binding upon the parties hereto, their successors and assigns, and constitutes the entire Agreement between the parties. No other Agreements, oral or written, pertaining to the performance of this Agreement exists between the parties. This Agreement can be modified only by an Agreement in writing, signed by both of the parties.

Executed this 12th day of August 2024.

CITY OF NORMAN

NORMAN PUBLIC SCHOOLS

By _____
 Larry Heikkila, Mayor
 City of Norman

By 
 Tina Floyd, President
 NPS Board of Education

ATTEST:

ATTEST:

By _____
 City Clerk

By 
 Board of Education Clerk

Attachment A
School Resource Officer (SRO) Duties

1. The primary function of the School Resource Officer (SRO) shall be to ensure the safety of the students and faculty and provide campus security. Specifically, the SRO shall assist in limiting access to the school grounds to authorized persons, provide police protection of school property, personnel and students, investigate criminal acts on school grounds and serve as a liaison between the school, the police department, juvenile officials, probation officials, courts and other agencies of the juvenile justice system.
2. The principal, or designee, shall retain authority regarding all school issues. The SRO shall determine all law enforcement issues. The SRO shall communicate with the principal regarding all law enforcement incidents on the campus or at school related activities. The SROs are solely responsible to the Chief of Police but shall work directly and in cooperation with the principal of the school to which they are assigned.
3. The SRO shall participate in mandatory training and professional development set out by state law and/or NPD policy and practices. The SRO shall also participate in reasonable training programs provided by NPS that directly impact their ability and skills as SROs. Training and professional development shall be scheduled as determined by the CITY and NPS and taking into consideration CITY's training requirements for all Officers who must possess CLEET Certification and NPS's requirements for its employees who have direct contact with students, parents, guardians, and staff members.
 - a. NPS-based training shall include, but not be limited to, the following:
 - i. Behavior Threat Assessment (as used at NPS)
 - ii. Trauma Informed Mental Health for School Resource Officers
 - iii. School Resource Officer Support for Special Education Students
 - iv. Administration of CPR and First Aid
 - b. CITY-based training shall include, but not be limited to, the following:
 - i. Basic NASRO Course
 - ii. Advanced NASRO Course
 - iii. General Training—required by the Oklahoma Council on Law Enforcement Education and Training (CLEET)
 - iv. Mental Health Training (4 hours)
4. The SRO shall be available as a resource to provide information on topics on which the officers have special competence due to their law enforcement training. The SRO shall also attempt to identify and counter deviant behavior and any other behavior that would be disruptive or unsafe to the students, faculty or district property.
5. The SRO shall make themselves visible in a public relations role in order to provide a highly visible crime deterrent in school property in order to effectively promote security and order in the schools.
6. The SRO shall attempt to provide guidance and direction for students, parents and staff when appropriate, to work with the school administrators to resolve school-police problems, and to work with parents of troubled youth.
7. The SRO shall not enforce NPS regulations or rules unless the violation of such rule or regulation constitutes a violation of a state law or city ordinance.
8. Nothing in this agreement shall limit or eliminate the need to utilize the 9-1-1 reporting system, or the use of NPD district police officers to handle or supplement calls for service. Use of 9-1-1 is encouraged for emergency calls even if an SRO is also called.

9. Except in an emergency, SROs should not be called away from their assigned school to handle incidents, as this may be disruptive to the teacher/SRO/student relationship. SROs may be contacted and may respond as soon as possible to assist NPD district officers when reasonable to assist with providing public safety.
10. SROs shall maintain a close liaison with the NPD officers around their assigned schools. They shall exchange information regarding suspects, incidents, and potential problems to ensure reasonably consistent enforcement from officer to officer to the extent permitted by law.
11. SROs may be required to attend SRO meetings during contract hours to discuss incidents, potential problems, and issues surrounding the SRO program. The primary purpose of these meetings will be to increase the effectiveness of the SRO program.
12. The NPD reserves the right to assign SROs to a police function in the event of an emergency or situation that dictates a call-up of police personnel as directed in NPD policy and procedures. An emergency situation may include a tornado, wildfire, etc.

Attachment B

School Resource Officers and School Discipline

The purpose of this Attachment is to establish a collaborative understanding on school security and school discipline to guide and define the relationship between Norman Public Schools (the "District") and the City of Norman in the use of School Resource Officers ("SRO" or "SROs"). The Parties acknowledge that law enforcement plays an essential role in maintaining safety in the community and in the District. However, the use of arrests and referrals to the criminal justice system for minor or typical school behaviors can adversely affect students and erode confidence in and respect for both the school administration and law enforcement. The parties have developed this guidance to ensure a consistent approach to law enforcement and school discipline that emphasizes cooperation in the handling of school-based student misbehavior. Emphasis is placed on handling incidents uniformly while ensuring that each case is addressed on an individualized basis. The manner in which each incident is handled is dependent upon many factors unique to each child. This includes, but is not limited to, behavioral history, present circumstances, disciplinary record, academic record, general demeanor and disposition toward others, disability, special education status, and other factors. Accordingly, the parties concur that students involved in the same incident or similar incidents may receive different and varying responses depending on the factors and needs of each student.

To address these issues and ensure that all students have access to a safe and productive learning environment, the Parties agree that cooperation is essential. Among other benefits, committed cooperation can enhance appropriate responses and use of resources, when responding to school-based misbehavior. For purposes of this MOU, student misbehavior is considered to be breaches of the Code of Student Conduct, disruptions, and other minor infractions or omissions by a student that occurs on school grounds, school transportation or during a school sponsored or related event.

Responding to Student Misbehavior

In the event a student misbehaves, the school principal and their designees will be the primary source of intervention and disciplinary consequences. SROs are responsible for criminal law issues- not school discipline issues. The Code of Student Conduct provides detailed information on consequences and interventions and shall guide the response to particular types of misbehavior. In addition, school officials should make reasonable efforts, where applicable, to connect students to school or community-based support services, such as counseling, mentoring, or extra-curricular activities.

Many types of minor student misbehavior may technically meet the statutory requirements for non-violent misdemeanors (e.g., theft, vandalism, disorderly conduct, loitering, incidents relating to alcohol, threats, harassment, etc.), but may be handled outside of the criminal justice system. Absent a real and immediate threat to students, teachers, or public safety, incidents involving public order offenses such as those above and including minor disturbance/disruption of school or public assembly; trespass; loitering; profanity; and fighting that does not involve physical injury or a weapon, may be considered school discipline issues to be handled by school officials, rather than criminal law issues warranting formal law enforcement intervention (e.g., issuance of a criminal citation, ticket, or summons, filing of a delinquency petition, referral to a probation officer, or actual arrest) as may be appropriate on a case-by-case basis. Behavior that rises to the level of a felony offense is not included within this category.

All individuals involved in school discipline decisions shall consider the surrounding circumstances including the age, history, disability or special education status, and other factors that may have influenced the behavior of the student, the degree of harm caused and the student's genuine willingness to repair the harm and accept responsibility for the student's action.

SROs will avoid arresting students at school, where possible, unless the student poses a real and immediate threat to student, teacher, or public safety, or a judicial warrant specifically directs the arrest of the student in a school. School principals shall be consulted prior to an arrest of a student where practicable, and the student's parent or guardian shall be notified of a student's arrest as soon as practicable.

Further Incidents

Repeated incidents of non-violent misdemeanors shall result in graduated levels of school-based interventions and consequences by the administrators on campus, according to the Code of Student Conduct, and referral to law enforcement for certain incidents.

Student Rights

Absent a real and immediate threat to student, teacher, or public safety, an SRO may conduct or participate in a search of a student's person, possessions, or locker only where there is probable cause to believe that the search will reveal evidence that the student has committed or is committing a criminal offense.

- The SRO shall inform school administrators prior to conducting a probable cause search where practicable.
- The SRO shall not ask school officials to search a student's person, possessions, or locker in an effort to circumvent these protections.

A school official may conduct a search of a student's person, possessions, or locker only where there is reasonable suspicion to believe that the search will reveal evidence that the student has violated or is violating either the law or the rules of the school, and the search is justified in scope given such suspicion. Absent a real and immediate threat to students, teachers, or public safety, a school official shall not ask an SRO to be present or participate in such a search.

Absent a real and immediate threat to students, teachers, or public safety, an SRO may question or participate in the questioning of a student about conduct that could expose the child to court-involvement or arrest only after informing the child of Miranda rights and only in the presence of the child's parent or guardian.

Accountability

The school district and Norman Police Department shall maintain annual publicly available data, in compliance with the Oklahoma Open Records Act, without disclosing personally identifiable information documenting the following:

- Number of incidents resulting in a juvenile arrest for conduct on school grounds or at a school-sponsored event, broken down by school; offense; arrestee's age, grade level, race, sex, and disability status; and disposition/result;
- Number of incidents resulting in other forms of law enforcement intervention - including searches and seizures by SROs; questioning by SROs; issuance of a criminal citation, ticket or summons; filing of a delinquency petition and referral to a probation officer-for juvenile conduct on school grounds or at a school-sponsored event, broken down by school; offense or reason; type of law enforcement intervention; juvenile's age, grade level, race, sex, and disability status; and disposition/result;
- Number of suspensions or other disciplinary consequences imposed on students, broken down by school; offense/infraction; student's age, grade level, race, sex, and disability status; and disciplinary consequence imposed;
- Policies, and protocols governing the SRO program;
- Number of SROs deployed to each school;
- Training materials for training delivered to SROs; and
- Number and types of written complaints lodged against SROs.

It is the policy of the Norman Police Department to investigate all complaints against it, or of alleged SRO misconduct, to equitably determine whether the allegations are valid or invalid, and take appropriate action. Any student, parent, teacher, and principal or other school administrator may submit a complaint, orally or in writing, of abuses or misconduct by SROs to the Norman Police Department.

- Parents shall be permitted to submit a complaint in their native language.
- The complaint system must be confidential and protect the identity of the complainant from the SRO to the extent consistent with the SRO's due process rights.
- Complaints shall be investigated and resolved, and complainants shall be furnished with a written explanation of the investigation and resolution.

Every student, parent, and guardian in the school system shall be informed of the complaint procedure through the District's customary means of communicating information to students and parents.

School Mission and SRO Role

The involvement of SROs is to improve school safety and the educational climate at the school, not to enforce school discipline or punish students. Accordingly, building-level school administrators shall be consulted when an SRO is deployed to the school.

The SRO shall meet with building-level school administrators, teachers, parents, and student representatives at least annually to discuss issues of school safety. Similarly, the SRO shall be integrated into the school community through participation in faculty and student meetings and assemblies as appropriate and through participation in relevant school training.

The SRO Supervisor shall maintain activity reports and submit monthly summaries of these reports to district-level school administrators, and the relevant law enforcement agency. The monthly summaries shall include, for each SRO, the numbers and descriptions of all incidents or calls for service; names of school officials involved (referring teachers, principals, etc.); student searches; student questioning; tickets, citations, or summonses; filing of delinquency petitions; referrals to a probation officer; actual arrests; and other referrals to the juvenile justice system.

Absent a real and immediate threat to students, teachers, or school safety, and absent the situations described above where formal law enforcement intervention is deemed appropriate by the SRO, building-level school administrators shall have final authority in the building over matters of school discipline.

Discretion of Law Enforcement

Nothing in this Agreement is intended to limit the discretion of law enforcement. Officers responding to an incident or consulting with school officials are encouraged to use their discretion in determining the best course of action, especially when using alternatives to arrest. While the option to use the criminal justice system is available for many incidents, the totality of the circumstances should be taken into consideration and any less punitive alternatives that ensure the safety of the school community should be considered.

Annual Review

These guidelines shall be reviewed at least annually to ensure that they remain timely, effective, and fully correlated to an educational environment that is secure while tolerant of students' learning and testing of school and community expectations and boundaries.

File Attachments for Item:

27. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2425-48: BY AND BETWEEN THE CITY OF NORMAN AND IMG TECHNOLOGY CORP (DBA GRAVITY) FOR ACCESS TO SOFTWARE TO AID IN THE PREPARATION OF THE ANNUAL COMPREHENSIVE FINANCIAL REPORT.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/27/2024

REQUESTER: Clint Mercer, Chief Accountant

PRESENTER: Anthony Francisco, Director of Finance

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2425-48: BY AND BETWEEN THE CITY OF NORMAN AND IMG TECHNOLOGY CORP (DBA GRAVITY) FOR ACCESS TO SOFTWARE TO AID IN THE PREPARATION OF THE ANNUAL COMPREHENSIVE FINANCIAL REPORT.

BACKGROUND:

Oklahoma Statutes, Title 11, Section 17-105 require that an audit of the funds, assets, books, and records of the clerk and treasurer of the City be prepared and reviewed by an independent, qualified accountant. The City of Norman has, since fiscal year 1988-89, prepared financial statements in conformance with Generally Accepted Accounting Principles (GAAP) promulgated by the Governmental Accounting Standards Board (GASB). This is in the form of the Annual Comprehensive Financial Report (ACFR) which is a 100-plus page document that includes financial information in both narrative and tabular format.

DISCUSSION:

The ACFR is prepared by the Finance Department using various tools including Microsoft Word and Excel. Software has been developed by a few providers to aid in the extraction of financial data from enterprise resource planning software systems, financial statement preparation and publication of the ACFR in a much more streamlined process saving valuable time and effort.

Finance and Information Technology staff reviewed the only four known providers of this technology, namely IMG Technology Corporation ("Gravity"), Opengov, Cleargov and TRS by Forvis Mazars (the City's current auditor). Staff determined the most advanced and useful software was provided by Gravity.

Staff has negotiated a three-year contract with Gravity with the first year costing \$20,000 with the option to renew and additional two years. Implementation costs are also required in the first year and have been negotiated at a cost of \$15,000 for a total first year cost of \$35,000. Funds are available in General Fund Maintenance and Repair-Contract Data Processing (Account 10330320-44226).

RECOMMENDATION:

It is recommended that the City Council approve contract K-2425-48 with IMG Technology Group (doing business as "Gravity") for a three-year period with the option to renew for an additional two years, at a first year cost of \$35,000 to aid in the preparation and publication of the Annual Comprehensive Financial Report.

SaaS Services Agreement

GRAVITY™
IGM Technology Corp.

Customer:	City of Norman - Oklahoma	Contact:	Clint Mercer
Address:	201 West Gray Street Norman, OK 73069 USA	Title:	Chief Accountant
E-Mail:	clint.mercer@normanok.gov	Phone:	(405) 217-7720

Services:

Access to Gravity (the "Service(s)") for one year starting the commencement date of the contract.

Annual Service Fees – Year 1:

The Customer has the right to identify up to 5 Named Users to have Access to Gravity. The Service Capacity includes:

Service	Quantity	Fee (USD)
ID 20: Gravity - Base Platform, includes 5 Named Users	1	\$12,000
ID 202: Gravity - ACFR Automation	1	\$12,000
Total Service Fees – 12 months		\$24,000
Bundle Discount		\$4,000.00
Bundle Service Fees – 12 months		\$20,000

Service Fees for the first year are payable net 30 days after the Effective Date of this agreement.

Renewals

If the Customer chooses to renew its subscription to Gravity for additional years with the same Service Capacity, then the Service Fees for the following years will be:

Year	Annual Services Fee (USD)
Year 2	\$21,000
Year 3	\$22,050

Service Fees in subsequent years will be governed by the terms and conditions of this SaaS Service Agreement. In subsequent years, Service Fees are payable net 30 days after the renewal date.

Implementation Services:

Company will use commercially reasonable efforts to provide Customer the services described in the Statement of Work ("SOW") attached as Exhibit A hereto ("Implementation Services"), and Customer shall

pay Company the Implementation Fee in accordance with the terms herein.

Implementation Fee:
(one-time fee):

Implementation Service	Fee (USD)
ID 211: Standard ACFR Implementation Services	\$15,000
Total Service Fees	\$15,000

Implementation fees are payable net 30 days after the Effective Date of this agreement.

This SaaS Services Agreement ("Agreement") is entered into on this _____ day of _____, 2024 (the "Effective Date") between IGM Technology Corp. with a place of business at 77 McMurrich St Unit 318, Toronto, Ontario ("Company"), and the Customer listed above ("Customer"). This Agreement includes and incorporates the attached Terms and Conditions and contains, among other things, warranty disclaimers, liability limitations and use limitations. There shall be no force or effect to any different terms of any related purchase order or similar form even if signed by the parties after the date hereof.

IGM Technology Corp.:

City of Norman - Oklahoma

By: Michael V. Mattson
Name: Michael V. Mattson
Title: CRO

By: _____
Name: _____
Title: _____

TERMS AND CONDITIONS

1. SAAS SERVICES AND SUPPORT

- 1.1 Subject to the terms of this Agreement, Company will use commercially reasonable efforts to provide Customer the Services in accordance with the Service Level Terms attached hereto as Exhibit B.
- 1.2 Subject to the terms hereof, Company will provide Customer with reasonable technical support services in accordance with the Support Terms attached hereto as Exhibit C.

2. RESTRICTIONS AND RESPONSIBILITIES

- 2.1 Customer will not, directly or indirectly: reverse engineer, decompile, disassemble or otherwise attempt to discover the source code, object code or underlying structure, ideas, know-how or algorithms relevant to the Services or any software, documentation or data related to the Services ("Software"); modify, translate, or create derivative works based on the Services or any Software (except to the extent expressly permitted by Company or authorized within the Services); use the Services or any Software for timesharing or service bureau purposes or otherwise for the benefit of a third party; or remove any proprietary notices or labels.
- 2.2 Customer represents, covenants, and warrants that Customer will use the Services only in compliance with all applicable laws and regulations. Customer hereby agrees to indemnify and hold harmless Company against any damages, losses, liabilities, settlements and expenses (including without limitation costs and attorneys' fees) in connection with any claim or action that arises from an alleged violation of the foregoing or otherwise from Customer's use of Services.
- 2.3 Customer shall be responsible for obtaining and maintaining any equipment and ancillary services needed to connect to, access or otherwise use the Services, including, without limitation, modems, hardware, servers, software, operating systems, networking, web servers and the like (collectively, "Equipment"). Customer shall also be responsible for maintaining the security of the Equipment and the administrative and user passwords.

3. CONFIDENTIALITY; PROPRIETARY RIGHTS

- 3.1 Each party (the "Receiving Party") understands that the other party (the "Disclosing Party") has disclosed or may disclose business, technical or financial information relating to the Disclosing Party's business (hereinafter referred to as "Proprietary Information" of the Disclosing Party). Proprietary Information of Company includes non-public information regarding features, functionality and performance of the Service. Proprietary Information of Customer includes non-public data provided by Customer to Company to enable the provision of the Services ("Customer Data"). The Receiving Party agrees: (i) to take reasonable precautions to protect such Proprietary Information, and (ii) not to use (except in performance of the Services or as otherwise permitted herein) or divulge to any third person any such Proprietary Information. The Disclosing Party agrees that the foregoing shall not apply with respect to any information after five (5) years following the disclosure thereof or any information that the Receiving Party can document (a) is or becomes generally available to the public, or (b) was in its possession or known by it prior to receipt from the Disclosing Party, or (c) was rightfully disclosed to it without restriction by a third party, or (d) was independently developed without use of any Proprietary Information of the Disclosing Party or (e) is required to be disclosed by law.
- 3.2 Customer shall own all right, title and interest in and to the Customer Data. Company shall own and retain all right, title and interest in and to (a) the Services and Software, all improvements, enhancements or modifications thereto, (b) any software, applications, inventions or other technology developed in connection with Implementation Services or support, and (c) all intellectual property rights related to any of the foregoing.
- 3.3 No rights or licenses are granted except as expressly set forth herein.

4. PAYMENT OF FEES

- 4.1 Customer will pay Company the then applicable fees described in the Order Form for the Services and Implementation Services in accordance with the terms therein (the "Fees"). If Customer's use of the Services exceeds the Service Capacity set forth on the Order Form or otherwise requires the payment of additional fees (per the terms of this Agreement), Customer shall be billed for such usage and Customer agrees to pay the additional fees in the manner provided herein. Company reserves the right to increase the Service Fees to reflect inflation and ongoing enhancements applied to the software platform, to change the Fees or applicable charges and to institute new charges and Fees at the end of the Initial Service Term or then-current renewal term. If Customer believes that Company has billed Customer incorrectly, Customer must contact Company no later than 60 days after the closing date on the first billing statement in which the error or problem appeared, in order to receive an adjustment or credit. Inquiries should be directed to Company's customer support department.
- 4.2 Company will bill through an invoice. Full payment for invoices issued in any given month must be received by Company within thirty (30) days after the mailing date of the invoice. Unpaid amounts are subject to a finance charge of 1.5% per month on any outstanding balance, or the maximum permitted by law, whichever is lower, plus all expenses of collection and may result in immediate termination of Service. Customer shall be responsible for all taxes associated with Services other than taxes based on Company's net income.

5. TERM AND TERMINATION

- 5.1 Subject to earlier termination as provided below, this Agreement is for the Initial Service Term as specified in the SaaS Services Agreement, and shall be automatically renewed for additional periods of the same duration as the Initial Service Term (collectively, the "Term"), unless either party requests termination at least thirty (30) days prior to the end of the then-current term.
- 5.2 In addition to any other remedies it may have, either party may also terminate this Agreement upon thirty (30) days' notice (or without notice in the case of nonpayment), if the other party materially breaches any of the terms or conditions of this Agreement. Customer will pay in full for the Services up to and including the last day on which the Services are provided. Upon any termination, Company will make all Customer Data available to Customer for electronic retrieval for a period of thirty (30) days, but thereafter Company may, but is not obligated to, delete stored Customer Data. All sections of this Agreement which by their nature should survive termination will survive termination, including, without limitation, accrued rights to payment, confidentiality obligations, warranty disclaimers, and limitations of liability.

6. WARRANTY AND DISCLAIMER

- 6.1 Company shall use reasonable efforts consistent with prevailing industry standards to maintain the Services in a manner which minimizes errors and interruptions in the Services and shall perform the Implementation Services in a professional and workmanlike manner. Services may be temporarily unavailable for scheduled maintenance or for unscheduled emergency maintenance, either by Company or by third-party providers, or because of other causes beyond Company's reasonable control, but Company shall use reasonable efforts to provide advance notice in writing or by e-mail of any scheduled service disruption. HOWEVER, COMPANY DOES NOT WARRANT THAT THE SERVICES WILL BE UNINTERRUPTED OR ERROR FREE; NOR DOES IT MAKE ANY WARRANTY AS TO THE RESULTS THAT MAY BE OBTAINED FROM USE OF THE SERVICES. EXCEPT AS EXPRESSLY SET FORTH IN THIS SECTION, THE SERVICES AND IMPLEMENTATION SERVICES ARE PROVIDED "AS IS" AND COMPANY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND NON-INFRINGEMENT.

7. LIMITATION OF LIABILITY

7.1 NOTWITHSTANDING ANYTHING TO THE CONTRARY, EXCEPT FOR BODILY INJURY OF A PERSON, COMPANY AND ITS SUPPLIERS (INCLUDING BUT NOT LIMITED TO ALL EQUIPMENT AND TECHNOLOGY SUPPLIERS), OFFICERS, AFFILIATES, REPRESENTATIVES, CONTRACTORS AND EMPLOYEES SHALL NOT BE RESPONSIBLE OR LIABLE WITH RESPECT TO ANY SUBJECT MATTER OF THIS AGREEMENT OR TERMS AND CONDITIONS RELATED THERETO UNDER ANY CONTRACT, NEGLIGENCE, STRICT LIABILITY OR OTHER THEORY: (A) FOR ERROR OR INTERRUPTION OF USE OR FOR LOSS OR INACCURACY OR CORRUPTION OF DATA OR COST OF PROCUREMENT OF SUBSTITUTE GOODS, SERVICES OR TECHNOLOGY OR LOSS OF BUSINESS; (B) FOR ANY INDIRECT, EXEMPLARY, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES; (C) FOR ANY MATTER BEYOND COMPANY'S REASONABLE CONTROL; OR (D) FOR ANY AMOUNTS THAT, TOGETHER WITH AMOUNTS ASSOCIATED WITH ALL OTHER CLAIMS, EXCEED THE FEES PAID BY CUSTOMER TO COMPANY FOR THE SERVICES UNDER THIS AGREEMENT IN THE 12 MONTHS PRIOR TO THE ACT THAT GAVE RISE TO THE LIABILITY, IN EACH CASE, WHETHER OR NOT COMPANY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

8. MISCELLANEOUS

8.1 If any provision of this Agreement is found to be unenforceable or invalid, that provision will be limited or eliminated to the minimum extent necessary so that this Agreement will otherwise remain in full force and effect and enforceable. This Agreement is not assignable, transferable or sub-licensable by Customer except with Company's prior written consent. Company may transfer and assign any of its rights and obligations under this Agreement without consent. This Agreement is the complete and exclusive statement of the mutual understanding of the parties and supersedes and cancels all previous written and oral agreements, communications and other understandings relating to the subject matter of this Agreement, and that all waivers and modifications must be in a writing signed by both parties, except as otherwise provided herein. No agency, partnership, joint venture, or employment is created as a result of this Agreement and Customer does not have any authority of any kind to bind Company in any respect whatsoever. In any action or proceeding to enforce rights under this Agreement, the prevailing party will be entitled to recover costs and attorneys' fees. All notices under this Agreement will be in writing and will be deemed to have been duly given when received, if personally delivered; when receipt is electronically confirmed, if transmitted by facsimile or e-mail; the day after it is sent, if sent for next day delivery by recognized overnight delivery service; and upon receipt, if sent by certified or registered mail, return receipt requested. This Agreement shall be governed by the laws of Oklahoma without regard to its conflict of law provisions. Customer agrees to reasonably cooperate with Company to serve as a reference account upon request.

SaaS Services Agreement

GRAVITY™
IGM Technology Corp.

EXHIBIT A

Statement of Work

The Company will provide the following services and comprehensive training:

ID 202: Gravity - ACFR Automation

- Comprehensive online training
- IGM Consulting Services in setting up and using Gravity to produce the next ACFR

These Implementation Services will be provided to the Customer within six months of the Effective Date. Implementation Services required by the Customer after this time period could be provided by IGM at IGM's standard consulting services rate.

EXHIBIT B

Service Level Terms

The Services shall be available 99.9%, measured monthly, excluding holidays and weekends and scheduled maintenance. If Customer requests maintenance during these hours, any uptime or downtime calculation will exclude periods affected by such maintenance. Further, any downtime resulting from outages of third-party connections or utilities or other reasons beyond Company's control will also be excluded from any such calculation. Customer's sole and exclusive remedy, and Company's entire liability, in connection with Service availability shall be that for each period of downtime lasting longer than one hour, Company will credit Customer 5% of Service fees; provided that no more than one such credit will accrue per day. Downtime shall begin to accrue as soon as Customer (with notice to Company) recognizes that downtime is taking place, and continues until the availability of the Services is restored. In order to receive downtime credit, Customer must notify Company in writing within 24 hours from the time of downtime, and failure to provide such notice will forfeit the right to receive downtime credit. Such credits may not be redeemed for cash. Company will apply any credits accumulated in the prior annual period, towards the Service Fees in the next annual period.

EXHIBIT C

Support Terms

IGM will provide Technical Support to customer via both telephone and electronic mail Monday – Friday between 6am – 8pm Eastern Time (“Support Hours”).

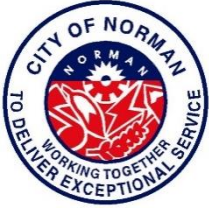
Customer may initiate a helpdesk ticket during Support Hours by calling IGM's customer support line or any time by emailing support@igm.technology

Company will use commercially reasonable efforts to respond to all Helpdesk tickets within one (1) business day.

Emergency customer support is available outside of Support hours and can be initiated by calling IGM's customer support line or emailing support@igm.technology

File Attachments for Item:

28. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-25: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA REQUESTING \$6,576,127.20 IN STBG-UZA FUNDING FOR IMPROVEMENTS TO ROCK CREEK ROAD BETWEEN QUEENSTON AVENUE AND 24TH AVENUE NE IN NORMAN



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: August 27, 2024

REQUESTER: Katherine Coffin

PRESENTER: David Riesland, Transportation Engineer

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-25: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA REQUESTING \$6,576,127.20 IN STBG-UZA FUNDING FOR IMPROVEMENTS TO ROCK CREEK ROAD BETWEEN QUEENSTON AVENUE AND 24TH AVENUE NE IN NORMAN.

BACKGROUND:

The 2022 –Infrastructure Investment and Jobs Act (IIJA Act) federal transportation funding bill allocates approximately \$40 Million in Federal funds per year for the implementation of eligible transportation improvements in the Oklahoma City metropolitan area. Ten percent of this appropriation is used to fund safety projects at 100% of their construction cost.

Every year, the Association of Central Oklahoma Governments (ACOG) coordinates a regional evaluation process that identifies transportation improvements eligible for federal funding. Individual projects are rated and compared to one another using a pre-established criterion. The process ends with the formulation of the region’s transportation improvement program and the decision to use federal funds to pay for a significant portion of the cost of the higher priority projects.

DISCUSSION:

On or before September 4, 2024, staff will submit the ten highest ranked projects for consideration in the formulation of ACOG’s 2028 Transportation Improvement Program update. To be eligible, each submitted project must have a programming resolution submitted for the project with a cost that matches the Engineer’s Estimate.

RECOMMENDATION:

Staff recommends approval of Resolution R-2425-25 (Rock Creek Road Improvements between Queenston Avenue and 24th Avenue NE) requesting \$6,576,127.20 in Federal STBG/UZA funds for 80% of the projected construction cost.

R-2425-25

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, REQUESTING \$6,576,127.20 IN STBG-UZA FUNDING FOR IMPROVEMENTS TO ROCK CREEK ROAD BETWEEN QUEENSTON AVENUE AND 24th AVENUE NE IN NORMAN.

- § 1. WHEREAS, Federal STP/UZA funds have been made available for the construction of eligible urban projects; and
- § 2. WHEREAS, the Council of the City of Norman has selected a roadway improvement project described as follows:

Widening of Rock Creek Road between Queenston Avenue and 24th Avenue NE

- § 3. WHEREAS, the engineer's preliminary estimate of total construction cost is \$8,220,159 and Federal participation under the terms of the 2022 –Infrastructure Investment and Jobs Act (IIJA Act), relating to STP/UZA funds is hereby requested in the amount of \$6,576,127.20 or 80.00% of the construction cost.
- § 4. WHEREAS, the City of Norman will arrange for a qualified engineer to furnish engineering services for the preparation of detailed plans, specifications, and estimates; and
- § 5. WHEREAS, the City of Norman agrees to provide satisfactory maintenance after completion; and
- § 6. WHEREAS, the City of Norman agrees to provide, at its sole cost, all required right-of-way necessary and to relocate any utilities required/affected by this project; and
- § 7. WHEREAS, the City of Norman agrees, as a condition to receiving any Federal financial assistance from the Oklahoma Department of Transportation, that it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42. U.S.C. 2000d et seq., and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, "Nondiscrimination of Federally-Assisted Programs of the Oklahoma Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964"; and
- § 8. WHEREAS, the City of Norman agrees to become jointly responsible, with the Oklahoma Department of Transportation and the contractor as co-applicants, for meeting all Environmental Protection Agency (E.P.A.) requirements for storm water runoff from this project. Further, if required, the City agrees to file jointly with the Department and the contractor, the general National Pollutant Discharge Elimination System (N.P.D.E.S.) permit with the E.P.A. which authorizes the storm water discharges associated with activity from the construction site identified in this resolution; and

R-2425-25

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

§ 9. That the State Transportation Commission is hereby requested to concur in the selection of this project for construction and to submit same to the Federal Highway Administration for their approval.

PASSED AND ADOPTED THIS _____ day of _____, 2024.

Mayor

ATTEST:

City Clerk

File Attachments for Item:

29. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-26: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA REQUESTING \$7,500,000 IN STBG-UZA FUNDING FOR IMPROVEMENTS TO TECUMSEH ROAD BETWEEN 12TH AVENUE NE AND 24TH AVENUE NE IN NORMAN.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: August 27, 2024

REQUESTER: Katherine Coffin

PRESENTER: David Riesland, Transportation Engineer

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-26: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA REQUESTING \$7,500,000 IN STBG-UZA FUNDING FOR IMPROVEMENTS TO TECUMSEH ROAD BETWEEN 12TH AVENUE NE AND 24TH AVENUE NE IN NORMAN.

BACKGROUND:

The 2022 –Infrastructure Investment and Jobs Act (IIJA Act) federal transportation funding bill allocates approximately \$40 Million in Federal funds per year for the implementation of eligible transportation improvements in the Oklahoma City metropolitan area. Ten percent of this appropriation is used to fund safety projects at 100% of their construction cost.

Every year, the Association of Central Oklahoma Governments (ACOG) coordinates a regional evaluation process that identifies transportation improvements eligible for federal funding. Individual projects are rated and compared to one another using a pre-established criterion. The process ends with the formulation of the region’s transportation improvement program and the decision to use federal funds to pay for a significant portion of the cost of the higher priority projects.

DISCUSSION:

On or before September 4, 2024, staff will submit the ten highest ranked projects for consideration in the formulation of ACOG’s 2028 Transportation Improvement Program update. To be eligible, each submitted project must have a programming resolution submitted for the project with a cost that matches the Engineer’s Estimate.

RECOMMENDATION:

Staff recommends approval of Resolution R-2425-26 (Tecumseh Road Improvements between 12th Avenue NE and 24th Avenue NE) requesting \$7,500,000 in Federal STBG/UZA funds for 62.12% of the projected construction cost.

R-2425-26

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, REQUESTING \$7,500,000 IN STBG-UZA FUNDING FOR IMPROVEMENTS TO TECUMSEH ROAD BETWEEN 12th AVENUE NE AND 24th AVENUE NE IN NORMAN.

- § 1. WHEREAS, Federal STP/UZA funds have been made available for the construction of eligible urban projects; and
- § 2. WHEREAS, the Council of the City of Norman has selected a roadway improvement project described as follows:

Widening of Tecumseh Road between 12th Avenue NEW and 24th Avenue NE

- § 3. WHEREAS, the engineer's preliminary estimate of total construction cost is \$12,073,936 and Federal participation under the terms of the 2022 –Infrastructure Investment and Jobs Act (IIJA Act), relating to STP/UZA funds is hereby requested in the amount of \$7,500,000 or 62.12% of the construction cost.
- § 4. WHEREAS, the City of Norman will arrange for a qualified engineer to furnish engineering services for the preparation of detailed plans, specifications, and estimates; and
- § 5. WHEREAS, the City of Norman agrees to provide satisfactory maintenance after completion; and
- § 6. WHEREAS, the City of Norman agrees to provide, at its sole cost, all required right-of-way necessary and to relocate any utilities required/affected by this project; and
- § 7. WHEREAS, the City of Norman agrees, as a condition to receiving any Federal financial assistance from the Oklahoma Department of Transportation, that it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42. U.S.C. 2000d et seq., and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, "Nondiscrimination of Federally-Assisted Programs of the Oklahoma Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964"; and
- § 8. WHEREAS, the City of Norman agrees to become jointly responsible, with the Oklahoma Department of Transportation and the contractor as co-applicants, for meeting all Environmental Protection Agency (E.P.A.) requirements for storm water runoff from this project. Further, if required, the City agrees to file jointly with the Department and the contractor, the general National Pollutant Discharge Elimination System (N.P.D.E.S.) permit with the E.P.A. which authorizes the storm water discharges associated with activity from the construction site identified in this resolution; and

R-2425-26

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

§ 9. That the State Transportation Commission is hereby requested to concur in the selection of this project for construction and to submit same to the Federal Highway Administration for their approval.

PASSED AND ADOPTED THIS _____ day of _____, 2024.

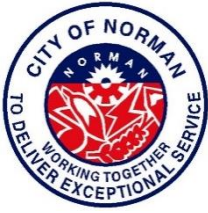
Mayor

ATTEST:

City Clerk

File Attachments for Item:

30. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-27: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA REQUESTING APPROPRIATION OF \$35,037.78 IN RISK MANAGEMENT MISCELLANEOUS REIMBURSEMENTS/REFUNDS FUND BALANCE TO REPAIR AND REPLACE TRAFFIC SIGNAL EQUIPMENT OR TRAFFIC SIGNS DAMAGED IN TRAFFIC COLLISIONS.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: August 27, 2024

REQUESTER: Katherine Coffin

PRESENTER: David Riesland, Transportation Engineer

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-27: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA REQUESTING APPROPRIATION OF \$35,037.78 IN RISK MANAGEMENT MISCELLANEOUS REIMBURSEMENTS/REFUNDS FUND BALANCE TO REPAIR AND REPLACE TRAFFIC SIGNAL EQUIPMENT OR TRAFFIC SIGNS DAMAGED IN TRAFFIC COLLISIONS.

BACKGROUND:

The City's Traffic Control Division maintains more than 170 traffic and pedestrian signals citywide using \$105,291 in the Division's operating budget (approximately \$620 per signalized intersection per year). These funds are used for the purchase of replacement traffic signal system components needed for the safe and efficient operation of our traffic signals. In addition, the Division also maintains approximately 30,000 traffic control signs throughout the City of Norman using \$44,480 in the Division's operating budget (approximately \$1.49 per sign per year). These funds are used for the purchase of the replacement sign components needed for the safe and efficient navigation of our roadways.

On May 3, 2020, a traffic collision occurred at the intersection of Lindsey Street and McGee Drive causing damage to a pedestrian traffic pole installation. The responsible driver was identified for collection purposes. City forces repaired the damage at the location totaling \$5,783.25. Prior receipts reported on earlier appropriation memos reduced the total due from \$5,783.25 to \$2,103.25. On September 11, 2023, \$200 was collected from the responsible party for partial payments leaving a balance of \$1,903.25 remaining. On October 12, 2023, \$100 was collected from the responsible party for partial payments leaving a balance of \$1,803.25 remaining. On January 29, 2024, \$400 was collected from the responsible party for partial payments leaving a balance of \$1,403.25. On April 1, 2024, \$200 was collected from the

responsible party for partial payments leaving a balance of \$1,203.25. On May 7, 2024, \$200 was collected from the responsible party for partial payments leaving a balance of \$1,003.25 remaining. The partial payment funds were deposited into the Refunds/Reimbursements Risk Management account.

On May 20, 2021, a traffic collision occurred near the intersection of 24th Avenue SW and Lindsey Street damaging an Embark Bus sign installation. The responsible driver was identified for collection purposes. City forces contracted repair of the damage at this location. On December 5, 2023, a \$174.62 check was collected from the responsible party. The check was deposited into the Refunds/Reimbursements Risk Management account.

On December 4, 2020, a traffic collision occurred near the intersection of Classen Boulevard and Ann Branden Boulevard causing damage to a roadway light assembly installation. The responsible driver was identified for collection purposes. City forces contracted repair of the damage at this location. On December 15, 2023, a \$6,926.33 check was collected from the insurance company of the responsible party. The check was deposited into the Refunds/Reimbursements Risk Management account.

On February 14, 2023, a traffic collision occurred at the intersection of State Highway 9 and 12th Avenue SE median, causing damage to a pedestrian traffic pole assembly installation. The responsible driver was identified for collection purposes. City forces contracted repair of the damage at this location. On October 6, 2023, a \$1,836.83 check was collected from the insurance company of the responsible party. The check was deposited into the Refunds/Reimbursements Risk Management account.

On December 22, 2023, a traffic collision occurred near the intersection of Flood Avenue and Rock Creek Road causing damage to a traffic signal cabinet and battery backup cabinet at the southeast corner. The responsible driver was identified for collection purposes. City forces repaired the damage at this location. On March 20, 2024 a \$25,000 check was collected from the insurance company of the responsible party. The check was deposited into the Refunds/Reimbursements Risk Management account.

DISCUSSION:

The continuing number of traffic collisions involving damage to traffic control equipment depletes the City's inventory of spare units. Replacement units are necessary in order to address future emergency situations. The Division does not have adequate funding in its operating budget to purchase replacements units and needs to access the funds collected from the insurance companies in order to do so. Funds collected to date from the previously described incidents total \$34,863.16 for damages to traffic signal/street light equipment and \$174.62 for damages to traffic signs.

RECOMMENDATION:

Staff recommends the approval of Resolution R-2425-27 for the appropriation of \$34,863.16 from Refunds/Reimbursements Risk Management (Account Org 439, Object 365264) to the General Fund, Traffic Signal Parts (Account Org 10550223, Object 43212). These funds will be used for the purchase of replacements for the equipment damaged in the respective collisions. In addition, staff recommends the appropriation of \$174.62 from Refunds/Reimbursements Risk Management (Account Org 439, Object 365264) to Traffic & Street Signs (Account Org 10550223, Object 43213). These funds will be used for the purchase of replacements for the signs damaged in the respective collisions. The appropriations total \$35,037.78.

Resolution

R-2425-27

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA REQUESTING APPROPRIATION OF \$35,037.78 IN RISK MANAGEMENT MISCELLANEOUS REIMBURSEMENTS/REFUNDS FUND BALANCE TO REPAIR AND REPLACE TRAFFIC SIGNAL EQUIPMENT OR TRAFFIC SIGNS DAMAGED IN TRAFFIC COLLISIONS.

- § 1. WHEREAS, the City’s Traffic Control Division maintains more than 170 traffic and pedestrian signals citywide using \$105,291 in the Division’s operating budget for the purchase of replacement traffic signal system components needed for the safe and efficient operation of our traffic signals; and
- § 2. WHEREAS, the Division also maintains approximately 30,000 traffic control signs throughout the City of Norman using \$44,480 in the Division’s operating budget for the purchase of the replacement sign components needed for the safe and efficient navigation of our roadways; and
- § 3. WHEREAS, between May 3, 2020 and December 22, 2023, there were five traffic collisions that resulted in \$35,037.78 being deposited into the Refunds/Reimbursements Risk Management account from the responsible parties; and
- § 4. WHEREAS, the continuing number of traffic collisions involving damage to traffic control equipment depletes the City’s inventory of spare units and replacement units are necessary in order to address future emergency situations.

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

- § 5. That the following appropriation be made for the reason stated above:

<u>Losing Account</u>	<u>Gaining Account</u>	<u>Amount</u>
Refunds/Reimbursements Risk Management (Account Org 439, Object 365264)	General Fund, Traffic Signal Parts (Account Org 10550223, Object 43212)	\$34,863.16
Refunds/Reimbursements Risk Management (Account Org 439, Object 365264)	Traffic & Street Signs (Account Org 10550223, Object 43213)	\$174.62

PASSED AND ADOPTED this 27th day of August, 2024.

ATTEST:

Mayor

City Clerk



File Attachments for Item:

31. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-31: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA TRANSFERRING \$40,000 FROM THE ASP AVE PARKING LOT PURCHASE PROJECT TO BE USED FOR THE REGIONAL TRANSPORTATION AUTHORITY PROJECT.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/13/2024

REQUESTER: Taylor Johnson, Transit and Parking Program Manager

PRESENTER: Scott Sturtz, Interim Director of Public Works

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-31: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA TRANSFERRING \$40,000 FROM THE ASP AVE PARKING LOT PURCHASE PROJECT TO BE USED FOR THE REGIONAL TRANSPORTATION AUTHORITY PROJECT.

BACKGROUND:

The Regional Transportation Authority of Central Oklahoma (“RTA”) is a public trust created pursuant to the authority of Title 60 O.S. § 176 et seq., as authorized by Title 68 OS §1370.7, for purposes of planning, financing, constructing, maintaining, and operating transportation projects located within the boundaries of the RTA. The RTA was initially formed in 2019 by a coalition of six regional municipalities: Del City, Edmond, Midwest City, Moore, Norman, and Oklahoma City. Over the course of 2022 Midwest City, followed by Moore and Del City, withdrew from the trust.

The initial expectation was that member cities would be responsible for acquiring the real property needed to develop commuter rail stations on behalf of the RTA. Staff engaged in a verbal agreement with Dillard Cies Real Estate to conduct preliminary discussions with potential property owners that could meet this need. This work took place between October 2022 and May 2024.

In April 2024, the RTA adopted a Resolution of Intent clarifying their goal of purchasing property for the commuter rail stations, which was complemented by a follow up resolution adopting Guidelines to Property Acquisition in May 2024. This set the new expectation that the RTA would eventually be acquiring the properties directly.

Because the verbal agreement with Dillard Cies Real Estate would have determined compensation pending the purchase of the property by the City of Norman, a service agreement was negotiated and executed between May and July 2024 for services rendered with a negotiated total compensation of \$40,000. Payment on this agreement was made from the Regional Transportation Authority CIP project (number TC0047) in July 2024.

DISCUSSION:

The Regional Transportation Authority CIP project (number TC0047) was budgeted in consideration of only the expected annual contribution to the RTA, leaving no additional funding for the unexpected Dillard Cies Real Estate agreement. After payment to Dillard Cies Real Estate, the Regional Transportation Authority CIP project (number TC0047) has a remaining FY25 balance of \$175,033. A budget transfer of \$40,000 is needed to ensure funds are available to process payment for the FY25 RTA contribution which has been invoiced for the expected total of \$215,033.

Staff have identified unused funds left over from the Asp Ave Parking Lot Purchase CIP project (number BG0255) that are available to be transferred to Regional Transportation Authority CIP project (number TC0047) for this purpose.

RECOMMENDATION:

Staff recommends approval of resolution R-2425-31 and budget transfer of \$40,000 from the Asp Ave Parking Lot Purchase CIP project (BG0255, Account No. 50594908-46001) to the Regional Transportation Authority CIP project (TC0047, Account No. 50593391-46201).

R-2425-31

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, TRANSFERRING \$40,000 FROM THE ASP AVE PARKING LOT PURCHASE PROJECT TO BE USED FOR THE REGIONAL TRANSPORTATION AUTHORITY PROJECT.

- § 1. WHEREAS, on October 23, 2018, The Council of The City of Norman approved Resolution R-1819-42 authorizing the execution of the initial Trust Agreement and Indenture of the Regional Transportation Authority of Central Oklahoma (“RTA”) with the cities of Oklahoma City, Edmond, Norman, Moore, Midwest City, and Del City as initial beneficiaries; and
- § 2. WHEREAS, on February 20, 2019, the Trust Agreement and Indenture was filed with the Oklahoma Secretary of State, thus creating a regional transportation district to be governed by the RTA for the purpose of planning, financing, constructing, maintaining, and operating transportation projects located within the boundaries of the regional transportation district, to include Norman; and
- § 3. WHEREAS, on September 13, 2022 The Council of The City of Norman approved Resolution R-2223-34 authorizing the amendment and restatement of the Trust Agreement and Indenture of the RTA to account for the withdrawal of Moore, Midwest City, and Del City as members, and appointment of additional directors for the remaining member cities, to include Norman; and
- § 4. WHEREAS, each member city of the RTA makes a proportionate local contribution on an annual basis and The City of Norman’s fiscal year 2025 contribution portion is \$215,033 and other RTA related expenses have created an account deficit of \$40,000; and
- § 5. WHEREAS, staff have identified unused funds from the Asp Ave Parking Lot Purchase CIP project which are available to be transferred for this purpose.

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

- § 6. That the following appropriation be made for the reasons state above:

<u>Losing Account</u>	<u>Gaining Account</u>	<u>Amount</u>
Capital Fund, Asp Ave Parking Lot Purchase CIP (BG0255-50594908-46001)	Capital Fund, Regional Transportation Authority CIP (TC0047-50593391-46201)	\$40,000

PASSED AND ADOPTED this 27th day of August, 2024.

ATTEST:

Mayor

City Clerk

File Attachments for Item:

32. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT. AND/OR POSTPONEMENT OF RESOLUTION R-2425-32: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, GRANTING A PARTIAL EXEMPTION FROM CURRENT SUBDIVISION STANDARDS RELATING TO LOT 18A, BLOCK 6, A REPLAT OF VALLEY VIEW ADDITION WITH ADVANCEMENT OF THE SHORT FORM PLAT PROCESS. (LOCATED AT 1711 SOUTH PICKARD AVENUE).



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 8/27/2024

REQUESTER: Ken Danner, Subdivision Development Manager

PRESENTER: Scott Sturtz, Interim Director of Public Works

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT. AND/OR POSTPONEMENT OF RESOLUTION R-2425-32: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, GRANTING A PARTIAL EXEMPTION FROM CURRENT SUBDIVISION STANDARDS RELATING TO LOT 18A, BLOCK 6, A REPLAT OF VALLEY VIEW ADDITION WITH ADVANCEMENT OF THE SHORT FORM PLAT PROCESS. (LOCATED AT 1711 SOUTH PICKARD AVENUE).

BACKGROUND:

The property is located at 1711 South Pickard Avenue. City Council, on January 14, 1948, annexed this property into the Corporate City Limits with the adoption of Ordinance No. 728. City Council, at its meeting of July 13, 1954, approved the Replat for Valley View Addition. City Council, on July 13, 1954, placed this property in the R-1, Single-Family Dwelling District with the adoption of Ordinance No. 884.

The Replat of Valley View Addition was filed of record with the Cleveland County Clerk on July 14, 1954.

DISCUSSION:

The owner is requesting the property be subdivided into two (2) lots through the Short Form Plat process. The improvements that would be required are sidewalks adjacent to South Pickard Avenue and Hardin Drive.

The owner, Ms. Elizabeth Bevel of Bevel, Gardner & Associates, Inc. through her engineer, Mr. John Jackson, Jackson & Jackson Engineering. requests a partial exemption from City of Norman Current Standards via Subdivision Regulation 30-604 so as to apply for a Short Form Plat to create two lots. Mr. Jackson's attached report dated July 9, 2024, speaks directly to the statement in 30-604 "...request shall be accompanied by a report from a Registered Professional Engineer licensed to practice in the State of Oklahoma. Such report shall contain a complete accounting of the infrastructure that had been previously accepted and its ability to service the lots that are proposed." To summarize Mr. Jackson's report concerning Current Infrastructure IE: a.) there are no sidewalks adjacent to Pickard Avenue on the east side from

Timberdell Road to West Lindsey Street and on the south side of Hardin Drive from Pickard Avenue to Chautauqua Avenue and b.) all public street paving, water and sanitary sewer improvements are available for the property. Mr. Jackson states “there will be no compromise to existing accepted public improvements” by creating two lots and “If granted, will not compromise the health, safety, or welfare of any current or future occupant or neighbor.”

RECOMMENDATION:

It is recommended that City Council adopt the following option:

Approve Resolution No. R-2425-32 with the exemptions of public sidewalks in connection with South Pickard Avenue and Hardin Drive and subject to the submittal of a “Short Form Plat (proposed two single-family residential lots) as requested.

R-2425-32

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, GRANTING A PARTIAL EXEMPTION FROM CURRENT SUBDIVISION STANDARDS RELATING TO LOT 18A, BLOCK 6, A REPLAT OF VALLEY VIEW ADDITION WITH ADVANCEMENT OF THE SHORT FORM PLAT PROCESS. (LOCATED AT 1711 SOUTH PICKARD AVENUE).

- § 1. WHEREAS, the property at 1711 South Pickard Avenue was annexed into the Corporate City Limits with the adoption of Ordinance 728 on July 13, 1954; and
- § 2. WHEREAS, the final plat of a replat of Valley View Addition was filed of record with the Cleveland County Clerk on July 14, 1954, and City Council on July 13, 1954, placed this property in the R-1, Single Family Dwelling District with the adoption of Ordinance 884; and
- § 3. WHEREAS, the owner, Ms. Elizabeth Bevel, is requesting the property be subdivided into two (2) lots and the required improvements would be a sidewalk adjacent to South Pickard Avenue and Hardin Drive; and
- § 4. WHEREAS, the Engineer representing the owner submitted a report that sidewalks do not exist adjacent to Pickard Avenue from West Lindsey Street to Belmont Drive and adjacent to Hardin Drive from Pickard Avenue to Chautauqua Avenue; and
- § 5. WHEREAS, the Engineer states “there will be no compromise to existing accepted improvements” by creating two lots, and “if granted, will not compromise the health, safety, or welfare of any current or future occupant or neighbor”; and

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

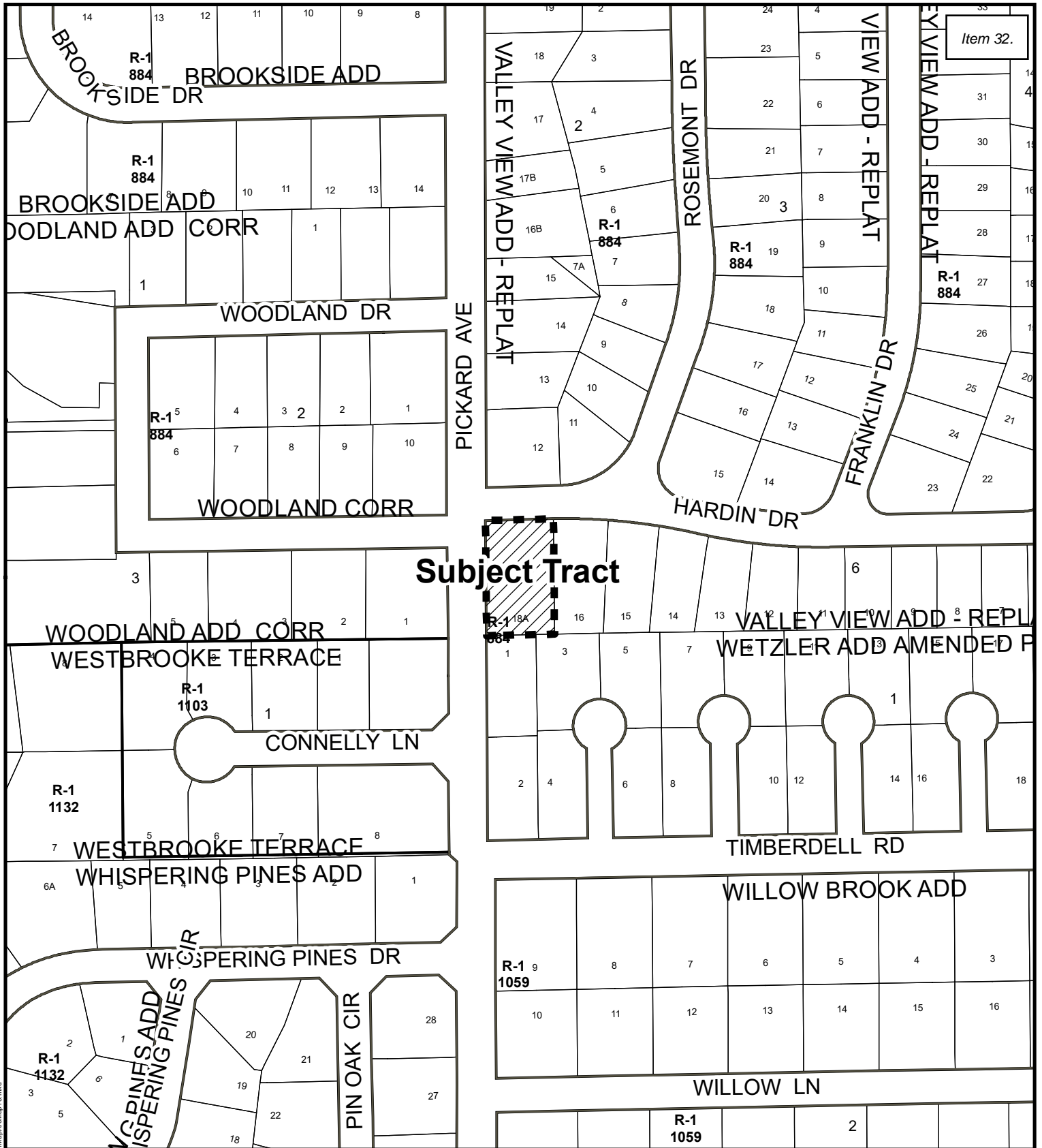
- § 6. That City Council, having carefully considered all of the information above and the request for exemption, finds that the health, safety or welfare of any current or future occupant or neighbor will not be compromised by the absence of sidewalks.
- § 7. That the City Council therefore grants the exemption as requested.

PASSED AND ADOPTED THIS _____ day of _____, 2024.

Larry Heikkila, Mayor

ATTEST:

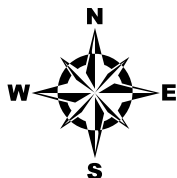
Brenda Hall, City Clerk



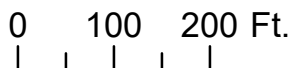
Location Map




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.



August 6, 2024



 Subject Tract

City Council Agenda

ITEM: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RESOLUTION NO. R-2425-32: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, GRANTING A PARTIAL EXEMPTION FROM CURRENT STANDARDS.

INFORMATION: The property owners/engineer have submitted a request for a partial exemption from the current standards for 1711 South Pickard Avenue and if approved a future short form plat will be submitted to Planning Commission. Mr. John Jackson, Jackson & Jackson Engineering has provided an assessment of current infrastructure that had been previously accepted and functioning properly, and the insignificant difference that an additional lot per the Short Form Plat process would create. Based upon the facts that the health, safety, or welfare of any current or future occupant neighbor will not be compromised.

Copies of an advisory memorandum, location map and request from the engineer are included in the Agenda Book.

ACTION NEEDED: Motion to accept or reject Resolution No. R-2425-32 concerning partial exemptions; and, if accepted, direct the submittal of a Short Form Plat with the City of Norman Planning Commission.

ACTION TAKEN: _____

Jackson & Jackson Engineering

5350 S. Western Avenue, Suite 210
Oklahoma City, OK 73109
(405) 225-1978

July 9, 2024

City of Norman
Attn: Brenda Hall, City Clerk
P. O. Box 370
Norman, OK 73070

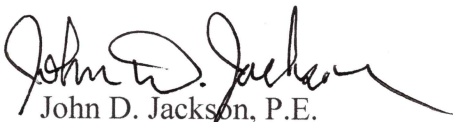
Re: 1711 S. Pickard Avenue
Request for Exception/Exemption
Norman, OK

The owner of 1711 S. Pickard Avenue, Ms. Elizabeth Bevel of Bevel, Gardner & Associates Inc, is proposing a Short Form Plat to divide the existing property at this location into two separate lots. The intent is to remove the existing structure at this location and construct two new single-family residencies on the new lots. Per Section 30-604 of the City of Norman City Code, she is requesting a partial exception from the procedural provisions requiring a preliminary and final plat. In addition, since the public infrastructure as required in Section 30-503 of the City of Norman City Code has been previously constructed and accepted by the City of Norman, she is requesting a partial exemption from the current standards from the City Council. She is also requesting an exception to the installation of sidewalks as required by Sec. 30-509 of the City Code As required by Section 30-604, an engineer licensed to practice in the State of Oklahoma an is included with this request. The report contains a complete accounting of the infrastructure that has been previously accepted by the City and its ability to service the additional lot that is proposed.

If you have any questions please call me at 225-1978.

Sincerely,

Jackson & Jackson Engineering, Inc


John D. Jackson, P.E.
President

**Engineers Report on Existing Infrastructure
for
1711 Pickard
Norman, Oklahoma**

JACKSON & JACKSON ENGINEERING, INC
5350 S. WESTERN, SUITE 210
OKLAHOMA CITY, OK 73109
(405)225-1978

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EXISTING SANITARY SEWER INFRASTRUCTURE..... 5

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CONCLUSION 7

EXHIBIT 1: EXISTING FINAL PLAT

EXHIBIT 2: UTILITY EXHIBIT

EXHIBIT 3: DRAINAGE MAP

EXHIBIT 4: CLEVELAND COUNTY ASSESSOR'S PAGE

Engineers Report on Existing Infrastructure for 1711 S. Pickard Ave, Norman, Oklahoma

INTRODUCTION:

The Client, Elizabeth Bevel of Bevel, Gardner & Associates Inc., is proposing a Short Form Plat to divide the existing property at 1711 S. Pickard Avenue into two lots. The intent is to remove the existing structure at this location and construct two new single-family residences. Per Sec. 30-604 of the City Code, she is requesting a partial exception from the procedural provisions requiring a preliminary and final plat. In addition, since the public infrastructure as required in Sec.30-503 of the City Code has been previously constructed and accepted by the City, she is requesting a partial exemption from the current standards from the City Council. She is also requesting an exception to the installation of sidewalks as required by Sec. 30-509 of the City Code. As required by Sec.30-604, this companion report has been prepared by a Registered Professional Engineer licensed to practice in the State of Oklahoma. This report contains a complete accounting of the infrastructure that has been previously accepted and its ability to service the additional lot that is proposed.

The property at 1711 Pickard is also known in the Cleveland County Oklahoma Assessor's Office as "Valley View Lot 18A AKA Lots 17 and 18, Block 6 " (see attached Exhibit 1 - Existing Final Plat and Exhibit 4 - Cleveland County Assessor's Page). This property is located at the Southeast corner of the intersection of Hardin Drive and S. Pickard Avenue in a well-established neighborhood in South-Central Norman that was platted and constructed in the 1950's.

EXISTING WATERLINE INFRASTRUCTURE

The property at 1711 S. Pickard Avenue is serviced by an existing 6" waterline located along the West side of S. Pickard (see attached Exhibit 2 - Utility Exhibit). This existing waterline is a part of a looped waterline system which connects with another existing 8" waterline on Flood Avenue and an existing 6" waterline on Pickard Avenue. There is an existing fire hydrant located across from the property at the Southwest corner of the intersection of Woodland Drive and Pickard Avenue. The property is served by a single water service connection and the new lot will require a new single water service connection.

EXISTING SANITARY SEWER INFRASTRUCTURE

The property at 1711 Pickard is served by an existing 8" sanitary sewer line located adjacent to the North and West property lines in an existing utility easement (see attached Exhibit 2 - Utility Exhibit). The property is served by a single sewer service connection and the new lot will require a new single sewer service connection.

EXISTING STREET PAVEMENT AND DRAINAGE INFRASTRUCTURE

The property at 1711 S. Pickard Avenue is served by S. Pickard Avenue and Hardin Street that are existing concrete streets with curbs and gutters. The pavement appears to be in fair condition. Stormwater runoff drains into an existing storm sewer pipes via street inlets and is conveyed to the west.

Again, there does not appear to be any visible erosion or scouring caused by the stormwater runoff and the existing drainage system appears to function adequately.

CONCLUSION

The property at 1711 Pickard is located in a well-established neighborhood in South-Central Norman that was platted and constructed in the 1950's. The existing infrastructure in this neighborhood functions properly and there are no foreseeable improvements needed or planned in the neighborhood.

For the property at 1711 Pickard, the public infrastructure as required by Sec.30-503 of the City code has been previously constructed and accepted by the City of Norman except for sidewalks. She is requesting an exception to the installation of sidewalks as required by Sec. 30-509 of the City Code. It appears to be functioning as intended and should have the ability to service the additional lot that is being proposed by the developer (with the exception of adding service connections for water and sewer).

John D. Jackson
John D Jackson, P.E.



EXHIBIT 1 - EXISTING FINAL PLAT

EXHIBIT 2 - WATER AND SANITARY SEWER UTILITY





S PICKARD AVE

S PICKARD AVE

WOODLAND DR

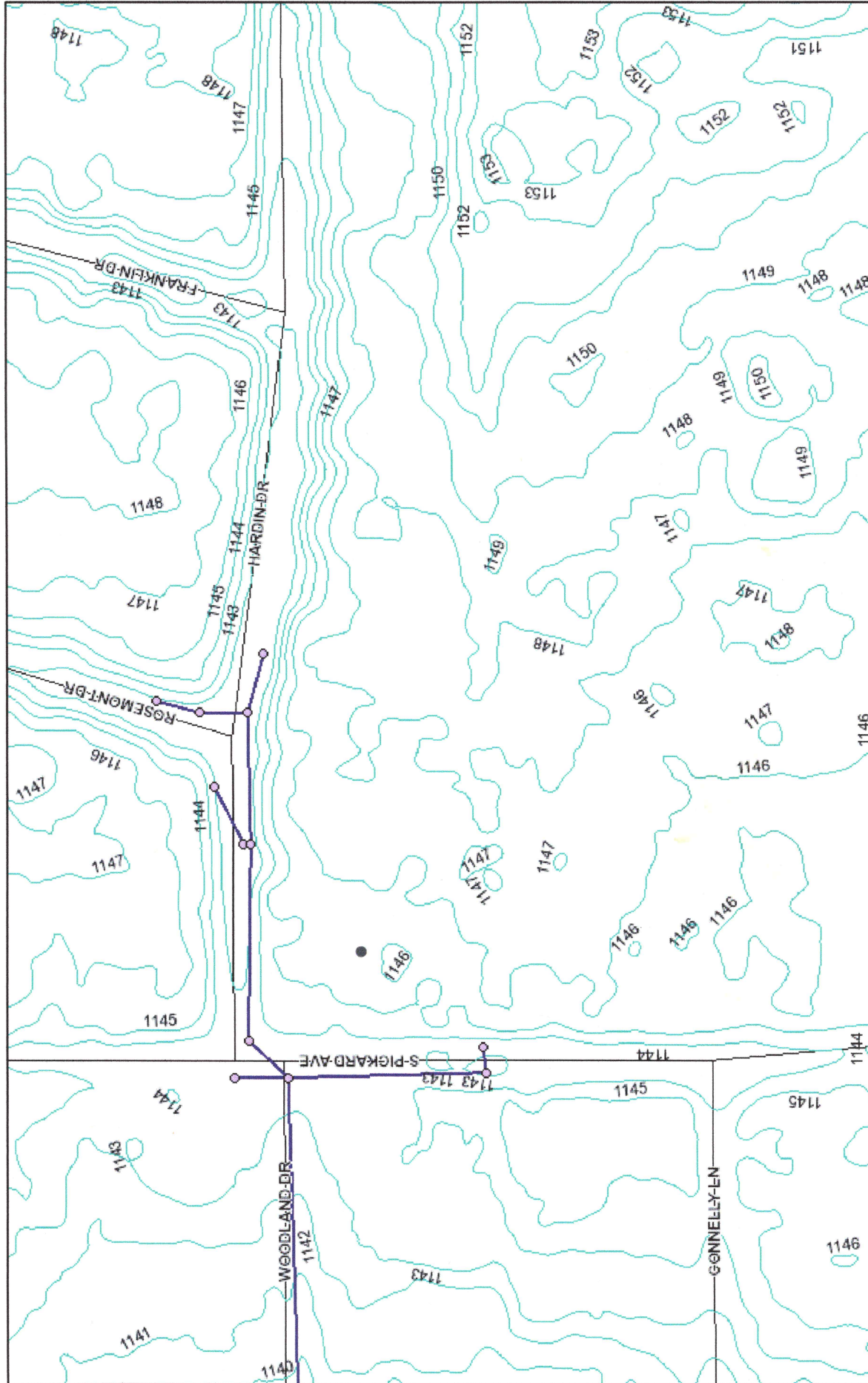
WOODLAND DR

WOODLAND ADD CORR

WESTBROOKE TERRACE

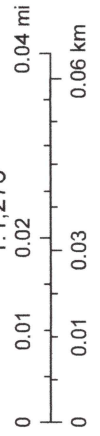
EXHIBIT 3 - DRAINAGE MAP

City of Norman WebMap



6/20/2024, 8:41:09 PM

1:1,276



- Contour Urban 1 foot (2007)
- Storm Drainage Lines
- Storm Drainage Points
- Storm Drainage Area
- Centerline Labels (10,000+)
- OU
- Park
- Lake Thunderbird
- Railroad
- Streets

City of Norman, GIS Services Division

The City of Norman assumes no responsibility of errors or omissions in the information presented.

City of Norman, Interactive Map

Item 32.

618

EXHIBIT 4 – CLEVELAND COUNTY ASSESSOR’S PAGE



Cleveland County Oklahoma Assessor's Office

Account #: 119362 / Parcel ID: NC29VALVW 6
18A001
1711 S PICKARD AVE

CURRENT TBI, LLC
1007 S PICKARD SHL
NORMAN OK 73072

Current Market Value
\$269,796

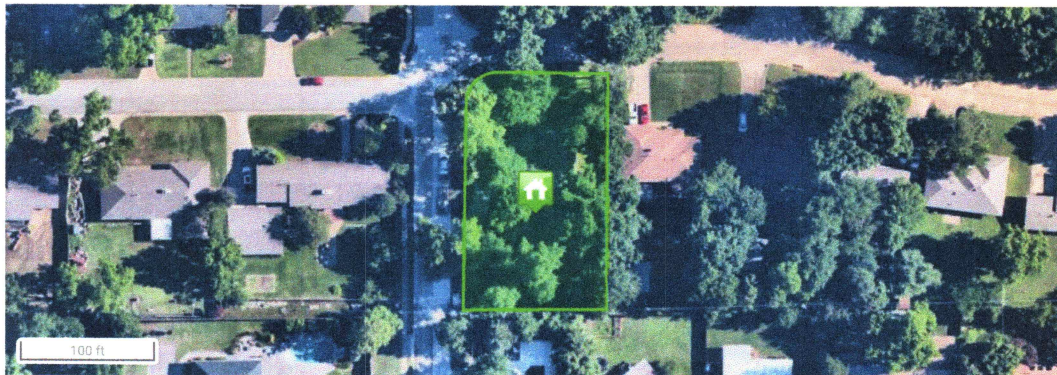
KEY INFORMATION

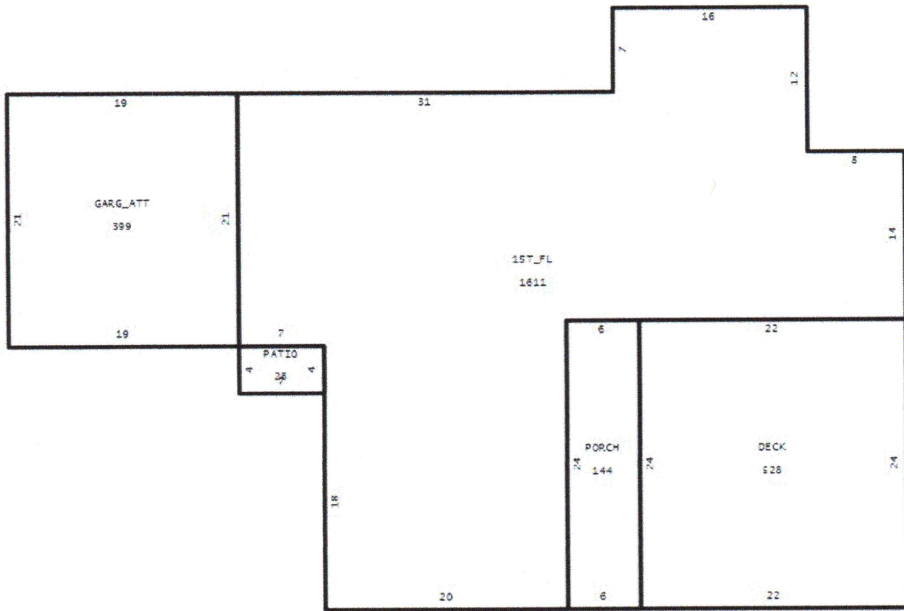
Tax Year	2024		
Land Size	0.41000	Land Units	AC
Class	Urban Reside	School District	NORMAN CITY 29
Section	6	Township	8
Range	2W	Account Type	Residential
Legal Description	VALLEY VIEW LT 18A AKA LTS 17 AND 18 DES BEG SW/C LT 18 N177.12` E100` S176.32` W100` BLK 6		
Mailing Address	TBI, LLC, 1007 S PICKARD SHL, NORMAN, 73072, 73072		

ASSESSMENT DETAILS

Market Value	\$269,796
Taxable Value	\$171,380
Land Value	\$87,570
Gross Assessed Value	\$20,565
Adjustments	\$1,000
Net Assessed Value	\$19,565

[View Taxes for R0119362](#)

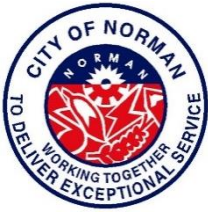




Data last updated: 06/19/2024

File Attachments for Item:

33. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-33: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING JOINT PETITION SETTLEMENT OF TWO CLAIMS FILED BY DAVID L. FAUGHT UNDER THE PROVISIONS OF THE WORKERS' COMPENSATION STATUTES OF THE STATE OF OKLAHOMA IN THE CASES OF *DAVID L. FAUGHT V. THE CITY OF NORMAN*, WORKERS' COMPENSATION COMMISSION CASES 2023-03668 L AND 2023-03669 R; DIRECTING THE LEGAL DEPARTMENT TO THEN FILE SUCH SETTLEMENT AND ALL ATTENDANT COSTS IN THE WORKERS' COMPENSATION COMMISSION, OKLAHOMA CITY, OKLAHOMA; AND AUTHORIZING AND DIRECTING THE FINANCE DIRECTOR TO SUBSEQUENTLY PURCHASE SUCH WORKERS' COMPENSATION COMMISSION JUDGMENT FROM THE RISK MANAGEMENT INSURANCE FUND.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 8/27/2024

REQUESTER: Jeanne Snider

PRESENTER: Jeanne Snider, Assistant City Attorney

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-33: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING JOINT PETITION SETTLEMENT OF TWO CLAIMS FILED BY DAVID L. FAUGHT UNDER THE PROVISIONS OF THE WORKERS' COMPENSATION STATUTES OF THE STATE OF OKLAHOMA IN THE CASES OF *DAVID L. FAUGHT V. THE CITY OF NORMAN*, WORKERS' COMPENSATION COMMISSION CASES 2023-03668 L AND 2023-03669 R; DIRECTING THE LEGAL DEPARTMENT TO THEN FILE SUCH SETTLEMENT AND ALL ATTENDANT COSTS IN THE WORKERS' COMPENSATION COMMISSION, OKLAHOMA CITY, OKLAHOMA; AND AUTHORIZING AND DIRECTING THE FINANCE DIRECTOR TO SUBSEQUENTLY PURCHASE SUCH WORKERS' COMPENSATION COMMISSION JUDGMENT FROM THE RISK MANAGEMENT INSURANCE FUND.

BACKGROUND:

David Faught is a 24 year firefighter for the City of Norman's Suppression Division of the Fire Department. He was hired on October 18, 1999. He filed workers compensation case CM3-2023-03668 L with the Oklahoma Workers' Compensation Commission on June 26, 2023, alleging a single incident injury to the chest and pectoral/tricep tendon while lifting heavy equipment on April 14, 2023. On June 27, 2023, he filed a second workers compensation case CM3-2023-03669 R, alleging cumulative injury of binaural hearing loss with date of awareness of April 14, 2023. The City admitted the first case and denied the second. The cases proceeded through the normal litigation process.

Prior to a trial being held, Mr. Faught has agreed to settle both cases in the total amount of \$45,504, which represents 18% (\$23,328) permanent partial impairment (PPI) to the Body as a Whole regarding the right shoulder and 8% (\$7,920) PPI to the Arm regarding the right arm in case CM3-2023-03668 L and 12% (\$14,256) PPI to the ears in case CM3-2023-03669 R. The settlement offer is being presented to City Council for consideration. It is recommended that the settlement be accepted.

DISCUSSION:Medical Treatment.

CM3-2023-03668 L (Chest and Pectoral/Tricep Tendon) -

Mr. Faught was seen by Norman Regional Occupational Medicine the same date of his injury and was sent for magnetic resonance imaging (MRIs) of the Right Humerus on April 20, 2023 and Chest on April 28, 2023. Due to MRI findings, Mr. Faught was referred to orthopedic surgeon Dr. Espinoza-Ervin and surgery was recommended. He underwent Right Shoulder Open Pectoralis Major Tendon Repair on June 14, 2023 followed by postoperative physical therapy. Mr. Faught continued to follow-up with Dr. Espinoza-Ervin and was released at maximum medical improvement (MMI) without restrictions on November 28, 2023.

CM3-2023-03669 R (Binaural Hearing Loss) -

Since this claim was denied by the City due to it being an unreported injury, Mr. Faught has not received treatment. On July 16, 2023, Mr. Faught was examined by Dr. Rosson and underwent audiometry assessment, which revealed sensorineural hearing loss bilaterally. Dr. Rosson found the major cause of Mr. Faught's binaural hearing loss to be work related due to cumulative and repetitive exposure to loud environmental noises, to include sirens, air horns, radios, chainsaws, Sawzalls, generators, pumps, and diesel engines.

Issues for Trial. Since there is no question Mr. Faught's injuries occurred while in the course of his employment with the City, the primary issues to be tried in these cases before the Workers' Compensation Commission are the extent of his injuries and whether the injuries are permanent in nature. Permanent partial disability is a factual determination made by the Workers' Compensation Commission Trial Judge based on doctors' opinions and medical records regarding the extent of PPI.

Evaluations.

CM3-2023-03668 L (Chest and Pectoral/Tricep Tendon) -

Mr. Faught was evaluated by Lance Rosson, D.O., on March 7, 2024, regarding the Chest and Pectoral/Tricep Tendon and opined a rating of 25% (\$32,400) PPI to the whole body regarding the right upper extremity and 20% (\$19,800) PPI to the right arm. In addition, Dr. Rosson opined that Mr. Faught would need continued medical benefits in the nature of prescription medication on an as needed basis, as well as other treatment his treating physician or further selected physicians might deem necessary. He further opined Mr. Faught would need ongoing and continued medical maintenance indefinitely for the implanted medical devices/prosthetic/instrumentation. On June 20, 2024, Mr. Faught was then evaluated by the City's medical expert, William Jones, M.D., MPH, and opined 6% (\$7,776) whole body PPI regarding the right shoulder and 0% PPI regarding the right arm, and ongoing palliative and maintenance medications or physician care would not be needed. In addition, Dr. Jones opined that Mr. Faught's pectoral tendon anchors are bioabsorbable and not medical devices or prosthetic devices and are not intended to be repaired, replaced, or removed. The City's maximum exposure for total PPI would be \$52,200.

CM3-2023-03669 R (Binaural Hearing Loss) -

On July 26, 2023, Mr. Faught was rated by Dr. Lance Rosson and opined 29.4% (\$34,749) PPI regarding binaural hearing loss and 5% (\$5,940) PPI regarding bilateral tinnitus. He also opined Mr. Faught would need entitlements to continued medical benefits in the nature of prescription medications and/or hearing aids, on an as-needed basis, as well as other treatment that his treating physician or further selected physicians might deem necessary. Results of Mr. Faught's audiogram were reported above. Mr. Faught was then evaluated on October 31, 2023 by Dr. Jones and underwent an audiogram. Dr. Jones opined the major cause of Mr. Faught's hearing loss as presbycusis (age-related) and not initiated, accelerated, or significantly aggravated by employment with the City of Norman; therefore, sustained 0% PPI binaural hearing loss over, over and above his pre-existing hearing loss. He also opined no objective evidence to warrant future medical treatment, vocational retraining, ongoing palliative, maintenance medications, or physicians care. The City's maximum PPI exposure would be \$40,689.

Trial. These cases proceeded through the normal litigation process; however, Mr. Faught has agreed to settlement of both cases as outlined below. If trials were held, the Judge could determine nature and extent to his injuries and award permanent partial disability as well as continued medical maintenance.

Proposed Settlement. The proposed settlement to close both cases on a "Joint Petition" basis is for a lump sum payment of \$45,504 (less 20% attorney fee) representing the settlement amounts discussed above. Pursuant to 85A O.S. § 31(7), for injuries occurring on or after July 1, 2019, a Multiple Injury Trust Fund assessment in the total amount of \$1,365.12, representing (3%) of the permanent partial disability awards shall be deducted and paid to the Oklahoma Tax Commission.

It is felt that the settlement to close both cases is fair and reasonable. Settlements are beneficial to the City in that it is a full, final and complete settlement of any and all cases and closes out any continued medical treatment. The settlement is beneficial to Mr. Faught in that it provides certainty for an award and would be paid in a lump sum rather than at a weekly rate over a period of time.

Furthermore, if both cases were settled in this manner, the City would incur additional costs and fees of:

CM3-2023-03668 L (Chest and Pectoral/Tricep Tendon) –

Workers' Compensation Administration Fund Tax in the amount of \$624.96; Special Occupational Health & Safety Tax in the amount of \$234.36; and Workers Comp Commission Filing fee in the amount of \$140.00.

CM3-2023-03669 R (Binaural Hearing Loss) –

Workers' Compensation Administration Fund Tax in the amount of \$285.12; Special Occupational Health & Safety Tax in the amount of \$106.92; and Workers Comp Commission Filing fee in the amount of \$140.00.

In addition, the City would incur an additional cost and fee for the Cleveland County Court Filing

Fee in the amount of \$154.14.

These additional costs and fees total \$1,685.50, which brings the total cost of the settlement to the City to \$47,189.50.

Adequate funds are available in the Order/Settlements Account (43330102-42131).

RECOMMENDATION:

For the reasons outlined above, it is believed the settlement is fair, reasonable, and in the best interest of the City. Acceptance of the settlement would require payments as outlined above. If approved, the settlement amount for both cases would be paid to Mr. Faught and his attorney in a lump sum. The settlement would be certified to the Cleveland County District Court to be placed on the property tax rolls for collection over the next three years in accordance with 85A O.S. § 107, 51 O.S. § 159, and 62 O.S. § 361, *et seq* and 85 O.S. § 313, 51 O.S. § 159. Certifying the order to the property tax rolls would, in effect, reimburse the City's Workers' Compensation Fund over the next three years.

David L. Faught

CM3-23-03669 R (Binaural Hearing Loss)
 SS# XXX-X2-9995
 City Council Date 8/27/24
 Atty: Jeffrey Cooper
 Trial Date:7/24/24 Order Date: N/A
 DOH: 10/18/99 Separation: N/A
 RTW: N/A MMI:N/A

Date of Injury DOA: 4/14/23 (CUM)
 PPD Wage: \$360

Memo
 Resolution R-2425-33
 Purchase Requisitions

Permanent Partial Disability Settlement
 Attorney Fees (20% of PPD)
 Net Settlement (Less Atty Fees)

\$14,256.00 12% Ears
 \$ (2,851.20)
 \$11,404.80 Vendor

Total PPD Settlement
 Multiple Injury Trust Fund (3% of PPD-After 7/1/19)
 Net to Attorney & Claimant (Less Child Support & MITF)

\$14,256.00
 (\$427.68) 11739 43330102-42134
 \$13,828.32 22135 43330102-42131

City's Settlement Costs (953-092)

Workers Comp. Admn. Fund (2% of PPD)
 Occupational & Health Trust Fund (0.75%)
 Filing Fee - Workers Compensation Commission

\$ 285.12 2267 43330102-42133
 \$ 106.92 1950 43330102-42135
 \$ 140.00 12122 43330102-44704

Filing Fee - Cleveland County District Court

\$ 532.04
 \$ - 434 43330102-44703
 \$ 532.04

Total Settlement Cost (PPD & Costs)

\$14,788.04

Settlement forms:

IF Compromise Settlement
 Affidavit of Foreign Judgment
 Assignment of Judgment
 Checks with case name on them
 Certificate of Mailing

<u>Copies</u>	Filed in WCC	Filed in Dist.Ct.
11	x	
4		x
4		x
1		
3	x	

File Closing procedure

Send Tax Roll Memo to Finance (1st) w/Agenda Approval
 Send in Taxes to Tax Commission
 Send filing fee to Comp Court
 Mail Certified Copy of JP or CS - Mail to all providers
 File Affidavit & Assignment in District Court
 Send Tax Roll Memo to Finance (1nd) w/Aff & Assignment
 Final Letter to Attorney (Sending Aff/Assignment)
 Log onto Legal's tracking spreadsheet (Legal/WC/Audits)
 Index in file list & place in storage
 Send Closing Letter to Claimant's Attorney

Completion
Date

David L. Faught

CM3-2023-03668 L (Chest, Pectoral & Tricep Tendon)
 SS# XXX-X2-9995
 City Council Date 8/27/24
 Atty: Jeffrey Cooper
 Trial Date:7/24/24 Order Date: N/A
 DOH: 10/18/99 Separation: N/A
 RTW: N/A MMI:11/28/23

Date of Injury: 4/14/23 (SI)
 PPD Wage: \$360

Memo
 Resolution R-2425-33
 Purchase Requisitions

Permanent Partial Disability Settlement	\$23,328.00	18% R. Shoulder		
	\$7,920.00	8% R. Arm		
Total Award (PPD)	\$31,248.00			
Attorney Fees (20% of PPD)	\$ (6,249.60)			
Net Settlement (Less Atty Fees)	\$24,998.40	Vendor		
Total PPD Settlement	\$31,248.00			
Multiple Injury Trust Fund (3% of PPD-After 7/1/19)	(\$937.44)	11739		43330102-42134
Net to Attorney & Claimant (Less Child Support & MITF)	\$30,310.56	22135		43330102-42131

City's Settlement Costs (953-092)

Workers Comp. Admn. Fund (2% of PPD)	\$ 624.96	2267		43330102-42133
Occupational & Health Trust Fund (0.75%)	\$ 234.36	1950		43330102-42135
Filing Fee - Workers Compensation Commission	\$ 140.00	12122		43330102-44704
	\$ 999.32			
Filing Fee - Cleveland County District Court	\$ 154.14	434		43330102-44703
	\$ 1,153.46			

Total Settlement Cost (PPD, Disfigurement, Costs) **\$32,401.46**

Settlement forms:

	<u>Copies</u>	Filed in WCC	Filed in Dist.Ct.
IF Compromise Settlement	11	x	
Affidavit of Foreign Judgment	4		x
Assignment of Judgment	4		x
Checks with case name on them	1		
Certificate of Mailing	3	x	

File Closing procedure

Completion
Date

- Send Tax Roll Memo to Finance (1st) w/Agenda Approval
- Send in Taxes to Tax Commission
- Send filing fee to Comp Court
- Mail Certified Copy of JP or CS - Mail to all providers
- File Affidavit & Assignment in District Court
- Send Tax Roll Memo to Finance (1nd) w/Aff & Assignment
- Final Letter to Attorney (Sending Aff/Assignment)
- Log onto Legal's tracking spreadsheet (Legal/WC/Audits)
- Index in file list & place in storage
- Send Closing Letter to Claimant's Attorney

R-2425-33

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING JOINT PETITION SETTLEMENT OF TWO CLAIMS FILED BY DAVID L. FAUGHT UNDER THE PROVISIONS OF THE WORKERS' COMPENSATION STATUTES OF THE STATE OF OKLAHOMA IN THE CASES OF *DAVID L. FAUGHT V. THE CITY OF NORMAN*, WORKERS' COMPENSATION COMMISSION CASES 2023-03668 L AND 2023-03669 R; DIRECTING THE LEGAL DEPARTMENT TO THEN FILE SUCH SETTLEMENT AND ALL ATTENDANT COSTS IN THE WORKERS' COMPENSATION COMMISSION, OKLAHOMA CITY, OKLAHOMA; AND AUTHORIZING AND DIRECTING THE FINANCE DIRECTOR TO SUBSEQUENTLY PURCHASE SUCH WORKERS' COMPENSATION COMMISSION JUDGMENT FROM THE RISK MANAGEMENT INSURANCE FUND.

- §1. WHEREAS, David L. Faught, a firefighter for the City of Norman Fire Department, Suppression Division, alleged a single incident injury to the chest and pectoral/tricep tendon on April 14, 2023 while lifting heavy equipment and cumulative injury binaural hearing loss with date of awareness of April 14, 2024; and
- §2. WHEREAS, the City of Norman has negotiated settlement for both claims of David L. Faught against the City of Norman, under the Workers' Compensation Statutes for a total of \$45,504, which represents 18% (\$23,328) to the right shoulder and 8% (\$7,920) to the right arm in case CM3-2023-03668 L and 12% (\$14,256) to the ears in case CM3-2023-03669 R to be paid in a lump sum settlement to Mr. Faught, and such settlement is believed to be fair and reasonable; and
- §3. WHEREAS, the City shall incur additional costs for the settlement for payment for Workers Compensation Commission Case CM3-2023-03668 L (right shoulder and right arm) to the Workers' Compensation Administration Fund in the amount of \$624.96; the Special Occupational Health and Safety Fund in the amount of \$234.36, and filing fee in the Workers' Compensation Commission in the amount of \$140; and for settlement for payment for Workers Compensation Commission Case CM3-2023-03669 R (ears) to the Workers' Compensation Administration Fund in the amount of \$285.12, the Special Occupational Health and Safety Fund in the amount of \$106.92; and filing fee in the Workers' Compensation Court in the amount of \$140; and for both cases filing fees in the Cleveland County District Court in the amount of \$154.14; and
- §4. WHEREAS, the Risk Management Insurance Fund of the City of Norman has heretofore appropriated funds for the payment of Workers' Compensation settlements covering injuries to qualified persons employed by the City of Norman; and



R-2425-33

§5. WHEREAS, the judgment and award should be transmitted and certified to the Workers' Compensation Commission, Oklahoma City, Oklahoma, which when filed will constitute judgment against the City of Norman, which it is entitled to purchase with funds out of the Risk Management Insurance Fund pursuant to Okla. Stat. tit. 85, § 107, Okla. Stat. tit. 51, § 159, and Okla. Stat. tit. 62, § 361, *et seq.*; and

§6. WHEREAS, the City Council finds it will be in the best interest of the City if the funds of the Risk Management Insurance Fund are invested in said judgment; and

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

§7. That the Legal Department is authorized to enter into settlement with one David L. Faught for not more than \$47,189.50 for any and all claims that he has or may have against the City of Norman under the Workers' Compensation Statutes for any and all injuries known or unknown which occurred while working for the City of Norman; and

§8. That the Legal Department is directed to hereinafter file such settlement in the Workers' Compensation Commission, Oklahoma City, Oklahoma, along with all attendant costs therefore, as provided by law; and

§9. That the Finance Director is authorized and directed to purchase such judgment of the Workers' Compensation Commission, Oklahoma City, Oklahoma, out of funds of the Risk Management Insurance Fund of the City of Norman.

PASSED AND ADOPTED this _____ day of August, 2024.

Mayor

ATTEST:

City Clerk

File Attachments for Item:

34. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-38: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$13,150 FROM THE REFUNDS / REIMBURSEMENTS MISCELLANEOUS RISK MANAGEMENT ACCOUNT TO REPAIR OR REPLACE A CITY VEHICLE DAMAGED BY ANOTHER DRIVER IN A TRAFFIC COLLISION.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/27/2024

REQUESTER: Ryan Riddel, Assistant City Attorney

PRESENTER: Ryan Riddel, Assistant City Attorney

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-38: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$13,150 FROM THE REFUNDS / REIMBURSEMENTS MISCELLANEOUS RISK MANAGEMENT ACCOUNT TO REPAIR OR REPLACE A CITY VEHICLE DAMAGED BY ANOTHER DRIVER IN A TRAFFIC COLLISION.

BACKGROUND:

Funding is required to repair City vehicles that are damaged in traffic collisions. To assist with this process, the City has contracted with Alternative Claims Management (ACM) to pursue reimbursement of damage costs from the other driver's insurance policy when the collision is the fault of the other driver.

ACM has remitted payment to the City in the total amount of \$13,150. This item requests appropriation of these funds to the Miscellaneous Services/Uninsured Losses account to pay for vehicle repair or replacement.

DISCUSSION:

On September 8, 2023, a Police Department vehicle (Unit 1219) received damage when it was struck by another driver who failed to yield to oncoming traffic. State Farm insurance determined their driver to be at fault and payment for damage costs was collected by ACM and remitted to the City in the amount of \$13,150.

This collection was issued by ACM on July 29, 2024, and was forwarded for deposit into the Refunds/Reimbursements Risk Management account on August 9, 2024.

RECOMMENDATION:

Staff recommends the approval of R-2425-38 for the appropriation of the above-referenced insurance reimbursement funds of \$13,150 from the Risk Management Fund, Refunds/Reimbursements Account (439-365264) to Miscellaneous Services – Uninsured Losses (43330104-44798) for the repair of the City of Norman Police Department vehicle.

R-2425-38

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$13,150 FROM THE REFUNDS / REIMBURSEMENTS RISK MANAGEMENT ACCOUNT TO PAY FOR REPAIR OR REPLACEMENT OF A CITY OF NORMAN VEHICLE DAMAGED BY ANOTHER DRIVER.

- § 1. WHEREAS, Alternative Claims Management (ACM) assists the City of Norman to collect insurance funds when a City vehicle is damaged by another driver during an auto collision; and
- § 2. WHEREAS, ACM has remitted payment to the City in the amount of \$13,150 representing funds received from insurance. These funds were forwarded for deposit into the City’s Refunds/Reimbursements Miscellaneous Risk Management Account on August 9, 2024; and
- § 3. WHEREAS, these funds should be appropriated to the City vehicle repair account so repair or replacement can be made;

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

§ 4. THAT the following appropriation be made as follows:

Account Name	Losing Account	Gaining Account	Amount
Misc. Serv. – Uninsured Losses	439-365264	43330104-44798	\$ 13,150


PASSED AND ADOPTED this 27th day of August, 2024.

Mayor

ATTEST:

City Clerk



DATE: August 9, 2024
TO: Clint Mercer, Chief Accountant
FROM: Sarah Encinias, Legal Admin Tech 
SUBJECT: City of Norman Debt Recovery – Damage to Fleet Vehicle

office memorandum

The City of Norman has contracted with Alternative Claims Management (ACM) to provide damage recovery services for the City when a loss is caused by an at-fault party. At-fault parties are automobile drivers who are involved in a collision with a City vehicle and is found to be the cause, or at-fault, of the collision. ACM pursues payment from the at-fault party’s insurance company and sends payment to the City.

Attached is check #9903381073 from ACM in the total amount of \$13,150. This payment represents damage reimbursement from State Farm insurance for the incident described below. Please advise if you need additional information regarding this payment.

Vehicle Unit	Date of Incident	Insured	Insurance	Payment Amount
1219	9/8/2023	D. Dupon	State Farm insurance	\$ 13,150

Attachment

- cc: Kevin Foster, Chief of Police
- Chad Vincent, Major, Community & Staff Services Bureau
- Lisa Tullius, Admin Tech III
- Mike White, Fleet Program Manager
- Mark Delgado, Light Repair Supervisor
- Jennell James, Fleet Service Writer
- Barbara Andros, Revenue Collection Supervisor

Remittance Info: Inv C-22278

Alternative Claims Management

[Redacted]

JPMorgan Chase Bank, N.A.

Verify: 888-237-9615

90-7162/3222

9903381073

Item 34.

7/29/2024

PAY TO THE ORDER OF NORMAN POLICE DEPARTMENT

\$ 13150.00

Thirteen Thousand One Hundred Fifty and 00/100

DOLLARS



From: Alternative Claims Management
Pay To: NORMAN POLICE DEPARTMENT

Date: 7/29/2024
Check #: 9903381073

Invoice Number	Bill Amount	Bill Payment Amount
C-22278	\$13,150.00	\$13,150.00
Total		\$13,150.00

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JobID DCH0TU, PieceID 006971, Page 01 of 01, Feed Inserts 00000000, File Page 7420 of 12325



635

File Attachments for Item:

35. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-39. A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA APPROPRIATING \$1,574,010 FROM PUBLIC SAFETY SALES TAX BOND FUND BALANCE TO THE EMERGENCY COMMUNICATIONS CENTER PROJECT.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/27/2024

REQUESTER: Brent Barbour, Major, Police Department

PRESENTER: Kevin Foster, Chief of Police

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-39. A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA APPROPRIATING \$1,574,010 FROM PUBLIC SAFETY SALES TAX BOND FUND BALANCE TO THE EMERGENCY COMMUNICATIONS CENTER PROJECT.

BACKGROUND:

On April 1, 2014, the voters of Norman approved Ordinance O-1314-33, extending the dedicated ½ percent Public Safety Sales Tax (PSST) permanently (effective October 1, 2015). The Ordinance directed that 71 employees added to the City public safety workforce be made permanent; an additional 19 employees be added over a period of four years (13 police officers to staff a School Resource Officer program; 4 additional Dispatchers; and 2 Emergency Vehicle Mechanics); and a program to replace or acquire Critical Public Safety Capital Needs be implemented. The Critical Public Safety Capital Needs were identified, in priority order, as follows:

Emergency Communication System Replacement - \$15,000,000
 Emergency Operations/Dispatch Center Facility - \$ 6,500,000
 Fire Apparatus Replacement Program - \$ 6,800,000
 Reconstruct/Relocate Fire Station #5 - \$ 3,500,000
TOTAL - \$31,800,000

In discussions and presentations leading up to the approval of the PSST extension, the plan to finance the Emergency Communications (Radio) System and Emergency Operations Center (ECOC) facilities through some type of debt issuance was discussed and acknowledged, due to the need to have those facilities functional before sufficient PSST revenues would accrue. Under this plan, available PSST Fund balance would be used as a partial “down payment” on the Communication System and ECOC facility and PSST Fund balance would be used to pay for the fire apparatus and Fire Station 5 reconstruction on a pay-as-you-go basis, as funds became available after the Radio System and ECOC were financed.

Subsequent to the passage of the PSST extension ("PSST II"), Fire Department staff provided a presentation to the City Manager and Council Finance Committee outlining the urgency of replacing a platform fire truck with an estimated cost of \$1,100,000 as the most critical need of the Fire Department. The Police Department staff also presented the need to hire the School Resource Officer program personnel a year in advance of the originally projected time. It was predicted that the PSST Fund would be able to absorb these advanced expenses, but the amount of debt financing required with this accelerated schedule would be increased. The Finance Department and Legal Department staff, in consultation with the City's financial advisor and bond counsel teams, proposed a financing package, including the Emergency Communications System, the ECOC Facility and the fire platform truck. This comprehensive financing package for the Critical Public Safety Capital needs was discussed and approved by the Council Finance Committee on February 12, 2015. Proposals from qualified local and regional banking institutions to provide approximately \$22,825,000 in financing with a final maturity in 12 years, secured by a pledge of the PSST II proceeds, were solicited.

Responses in the form of interest rate proposals were received on March 10, 2015, and the lowest and best interest rate bid was forwarded for consideration of the Norman Municipal Authority (NMA) Trustees and Council. The Norman Municipal Authority Trustees and Council considered two resolutions: Resolution R-1415-90 was a resolution of the NMA to issue the debt, and R-1415-91 was a resolution of the City of Norman authorizing the issuance of the debt by the NMA, in an aggregate amount not to exceed \$22,825,000.

That financing was completed in 2015 and the procurement, design and construction processes began then. Funds from proceeds of the 2015 Norman Municipal Authority Sales Tax Notes (Revenue Bonds) were made available in the Public Safety Sales Tax Fund, Emergency Communications Center Project (Account 15695523; Project BP0029).

DISCUSSION:

At June 30, 2024 we have \$2,107,133.77 in unused bond funds on deposit at the trustee. In the ECOC project, there is \$533,124.16 encumbered (\$84,357.30 in Construction and \$448,766.86 in Design) and no unencumbered budget. We present this Agenda item for Council's consideration to appropriate the remaining \$1,574,010 in bond funds from the trustee to Emergency Communications Center Project; Construction (Account 15695523-46101; Project BP0029).

RECOMMENDATION:

Staff recommends approval of Resolution R-2425-39 appropriating \$1,574,010 from the PSST Bond Account Fund balance (15-29000) to the Emergency Communications Center Project, Construction (Account 15695523-46101; Project BP0029) to be used for ongoing completion of the ECOC project in accordance with its design and scope.

Resolution

R-2425-39

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$1,574,010 FROM PUBLIC SAFETY SALES TAX BOND FUND BALANCE TO THE EMERGENCY COMMUNICATIONS CENTER PROJECT.

- § 1. WHEREAS, on April 1, 2014, the citizens of Norman approved Ordinance O-1314-33, extending the Public Safety Sales Tax (PSST) permanently and directing that 71 public safety personnel be added to the City public safety workforce be made permanent; and
- § 2. WHEREAS, this Ordinance provided for the addition of 13 police officers to staff a School Resource Officer program, 4 emergency Communications Officers, 2 emergency vehicle mechanics, and allocate non-recurring resources for “Critical Capital Needs”, including a new Emergency Communications System, a new Emergency Communications and Operations Center (ECOC) facility, relocation and reconstruction of a new Fire Station 5 in east Norman, and replacing aging fire trucks and associated apparatus; and
- § 3. WHEREAS, since the passage of the PSST extension the financing package was completed in 2015 and the procurement, design and construction processes have begun; and
- § 4. WHEREAS, as of June 30, 2024, we have \$2,107,133.77 in unused bond funds on deposit at the trustee and there is \$533,124.16 encumbered and no unencumbered budget for the ECOC project; and
- § 5. WHEREAS, we request to appropriate the remaining bond funds in the amount of \$1,574,010 to the ECOC project.

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

- § 6. That the following appropriation be made for reason as stated above:

Account Name	Losing Account	Gaining Account	Amount
Emergency Communications Project	15-29000	15695523-46101 Project BP0029	\$1,574,010

PASSED AND ADOPTED this 27th day of August, 2024.

Mayor

ATTEST:

City Clerk



File Attachments for Item:

36. CONSIDERATION OF ADOPTION, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2425-1 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR MINI-WAREHOUSE IN THE C-2, GENERAL COMMERCIAL DISTRICT FOR LOT TWO (2), BLOCK FIVE (5), CAMBRIDGE ADDITION SECTION VI, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (4801 WEST MAIN STREET)



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/27/2024

REQUESTER: Daniel Pepe, Advantage Construction, L.L.C.

PRESENTER: Jane Hudson, Director of Planning & Community Development

ITEM TITLE: CONSIDERATION OF ADOPTION, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2425-1 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR MINI-WAREHOUSE IN THE C-2, GENERAL COMMERCIAL DISTRICT FOR LOT TWO (2), BLOCK FIVE (5), CAMBRIDGE ADDITION SECTION VI, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (4801 WEST MAIN STREET)

APPLICANT/REPRESENTATIVE Daniel F. Pepe/Advantage Construction, LLC

WARD 3

CORE AREA No

BACKGROUND: The subject property is currently utilized by Cambridge Mini Storage, a mini-warehouse facility, on approximately 5.27 acres on the northwest corner of W. Main Street and 48th Avenue N.W. Although not an approved use in the C-2, General Commercial District, the property was previously granted a permissive use permit, Ordinance O-9394-26, which allowed for mini-warehouse use with the following conditions:

- A perimeter fence of brick columns and wood panels will surround the area.
- The storage buildings will all be brick-faced, with composition shingle, pitched roofs to provide for a residential appearance.
- No perimeter building shall be accessed from the rear.
- Lighting will be controlled and mounted only on the interior building facades.

Permissive use permits are no longer granted by the City of Norman, but the uses previously established by a permissive use may continue, provided they are operated and maintained in accordance with any conditions prescribed at the time of establishment. Expansion of a pre-existing permissive use shall be permitted only upon the granting of a special use.

The applicant intends to construct one (1) additional 14,550 square-foot, single-story, climate controlled mini-warehouse building on the interior of the lot, necessitating the removal of 43

parking spaces on site. The remainder of the site will remain in use. The proposed construction requires rezoning the subject property from C-2, General Commercial District with a permissive use for a mini-warehouse, to C-2, General Commercial District with Special Use for a mini-warehouse.

PROCEDURAL REQUIREMENTS:

GREENBELT COMMISSION:

A Greenbelt Enhancement Statement was not required for this application because the property is platted and a NORMAN 2025 amendment is not required.

PRE-DEVELOPMENT: PD24-08, June 27, 2024

No neighbors attended this meeting.

BOARD OF PARK COMMISSIONERS:

This application was not required to go to the Board because the site is platted.

ZONING ORDINANCE CITATION:

SECTION 36-525, C-2, General Commercial District: This commercial district is intended for the conduct of personal and business services and the general retail business of the community. Persons living in the community and in the surrounding trade territory require direct and frequent access. Traffic generated by the uses will be primarily passenger vehicles and only those trucks and commercial vehicles required for stocking and delivery of retail goods.

EXISTING ZONING: The existing zoning for the subject property is C-2, General Commercial District with permissive use for a mini-warehouse.

ANALYSIS: The subject property currently functions as a mini-warehouse operation, with limited impact on the surrounding land uses. An additional, single-story structure of the same use is not expected to substantially impact current operations.

The current plans display a total of 93 parking spaces available to all users on site, with 43 slated for removal. Parking spaces to remain include 26 spaces available on the 48th Avenue N.W. frontage, outside of the gated area, and 24 spaces stationed within the fenced perimeter along W. Main Street. The Zoning Ordinance recommends one (1) parking space for every eight (8) storage units. Thus, sufficient parking after construction of the proposed building is available for approximately 400 storage units. The proposed removal of 43 parking spaces should not substantially impact facility operations.

Additionally, the applicant intends to continue adherence to the conditions set forth in O-9394-26, with minor revisions, as follows:

- A perimeter fence of brick columns and wood panels will surround the area.
- To create a residential appearance, all buildings shall be brick-faced with shingle, pitched roofs. The proposed building on the lot interior shall be allowed a metal, low pitched roof.
- No perimeter building shall be accessed from the rear.
- Lighting will be controlled and mounted only on the interior building facades.

- No changes shall be made to existing perimeter buildings, general maintenance notwithstanding.

ALTERNATIVES/ISSUES:

IMPACTS: The surrounding area currently has access to City water, sewer, and stormwater, making the subject property suitable for development. The City Traffic Engineer states no traffic operational issues are anticipated due to the development.

OTHER AGENCY COMMENTS:

FIRE DEPARTMENT AND BUILDING PERMIT REVIEW: Items regarding fire hydrants and fire/building codes will be considered at the building permit stage.

PUBLIC WORKS/ENGINEERING: The subject property was already platted; engineering review was not required for the zoning application.

TRAFFIC ENGINEER: No operational issues are anticipated.

UTILITIES: City utilities are available for this location. The dumpster location will remain the same.

CONCLUSION: Staff forwards this request for rezoning from C-2, General Commercial District with a permissive use for a mini-warehouse, to C-2, General Commercial District with Special Use for mini-warehouse, with the attached conditions, and Ordinance O-2425-1 for consideration by City Council.

At their July 11, 2024 meeting, Planning Commission unanimously recommended adoption of Ordinance O-2425-1 to City Council, by a vote of 8-0.

O-2425-1

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR MINI-WAREHOUSE IN THE C-2, GENERAL COMMERCIAL DISTRICT FOR LOT TWO (2), BLOCK FIVE (5), CAMBRIDGE ADDITION SECTION VI, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (4801 WEST MAIN STREET)

- § 1. WHEREAS, Advantage Construction, L.L.C. has made application to have Special Use for Mini-Warehouse on the property described below in the C-2, General Commercial District; 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 July 11, 2024 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 grant Special Use for Mini-Warehouse in the C-2, General Commercial District, for the following described property, to wit:

Lot Two (2), Block Five (5), CAMBRIDGE ADDITION SECTION VI, to Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

Ordinance No. O-2425-1
Page 2

- § 5. Further, pursuant to the provisions of Section 36-560 of the Code of the City of Norman, as amended, the following conditions are hereby attached to the zoning of the tract:
- a. The site shall be developed in accordance with the Site Plan, and supporting documentation, which are made a part hereof.
 - b. A perimeter fence of brick columns and wood panels will surround the area.
 - c. To create a residential appearance, all buildings shall be brick-faced with shingle, pitched roofs. The proposed building on the lot interior shall be allowed a metal, low pitched roof.
 - d. No perimeter building shall be accessed from the rear.
 - e. Lighting will be controlled and mounted only on the interior building facades.
 - f. No changes shall be made to existing perimeter buildings, general maintenance notwithstanding.

§ 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 _____, 2024.

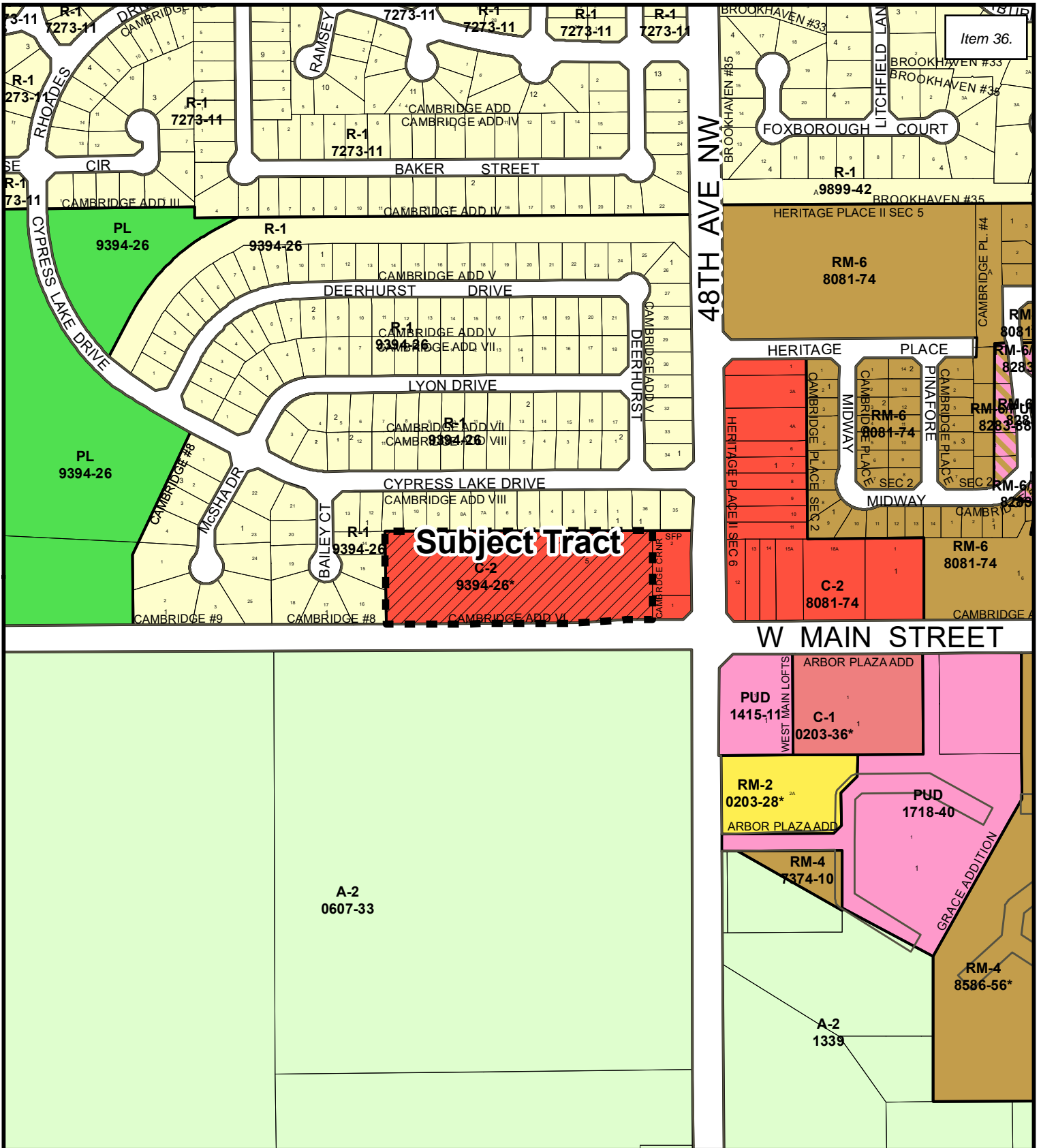
NOT ADOPTED this _____ day of _____, 2024.

(Mayor)

(Mayor)

ATTEST:

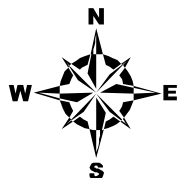
(City Clerk)



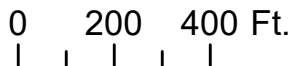
Location Map




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.



June 5, 2024



 Subject Tract

CROSS HERITAGE HOLDINGS, LLC
4317 MARSH RIDGE ROAD
CARROLLTON, TX 75010

Kelly Abell, Planner
Planning Department
City of Norman
225 N. Webster Avenue
Norman, Oklahoma 76039

RE: Letter of Compliance for Ordinance O-9394-26 concerning
PLSUP20240074 for Cambridge Storage
4801 W. Main Street

Ms. Abell,

Let this letter serve as a confirmation that referenced SUP, if approved, shall be constructed in accordance with the original approved Ordinance O-9394-26 with the minor exception that the interior building shall be constructed with a low pitch metal roof. All other requirements of the original ordinance shall be met. No changes shall be made to the existing perimeter buildings or the existing perimeter fencing.

Please let me know if you have any questions concerning this authorization.

Sincerely,



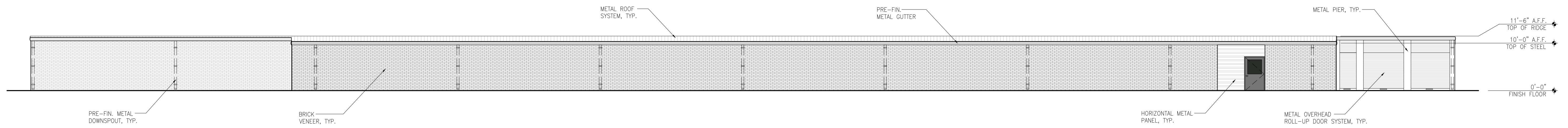
Rick Patterson, Manager
Cross Heritage Holdings, LLC
the General Partner of Cross Heritage Storage XII, LP

SCHEMATIC DESIGN REVIEW

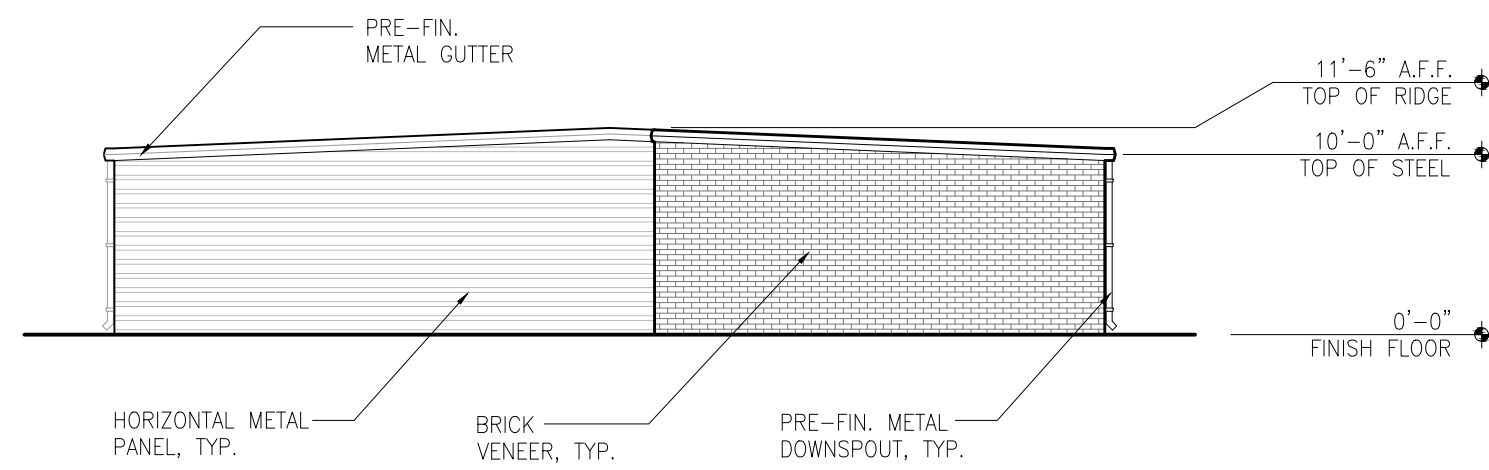
NOT FOR REGULATORY
APPROVAL, PERMITTING, OR
CONSTRUCTION

NO.	REVISIONS DESCRIPTION	DATE

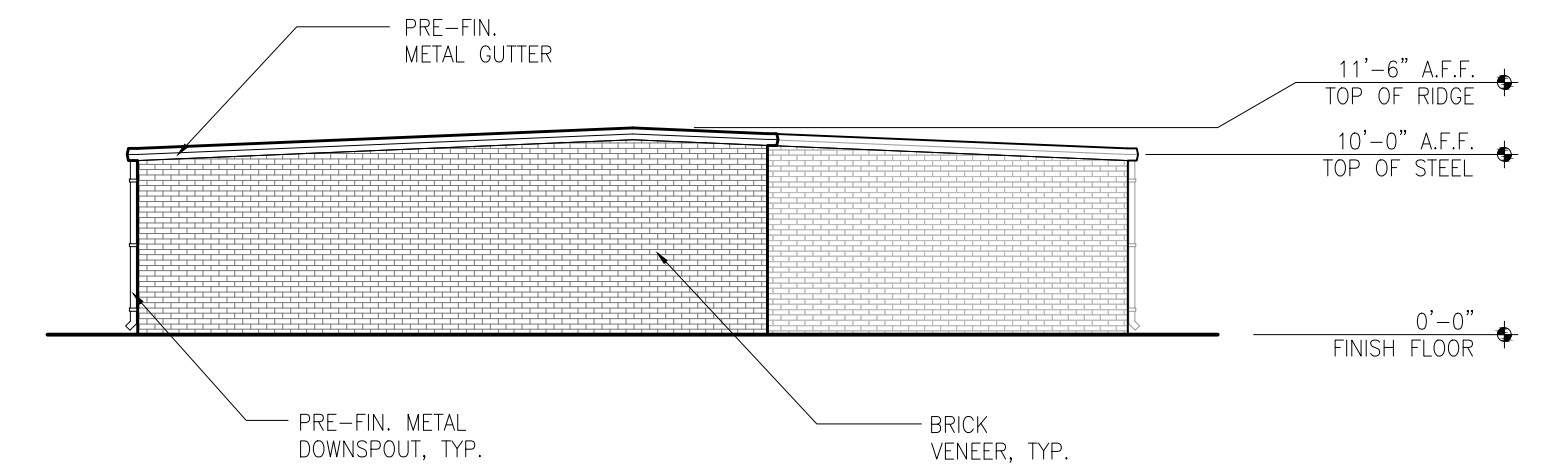
BRICK	91%	6,032 SF
METAL	9%	609 SF
TOTAL	100%	6,641 SF



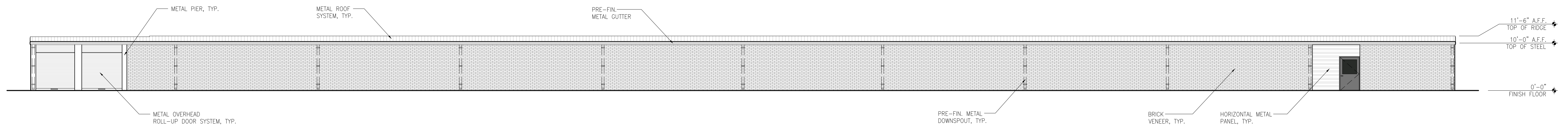
4 NORTH EXTERIOR ELEVATIONS
SCALE: 1/8" = 1'-0"



3 WEST EXTERIOR ELEVATIONS
SCALE: 3/32" = 1'-0"



2 EAST EXTERIOR ELEVATIONS
SCALE: 1/8" = 1'-0"



1 SOUTH EXTERIOR ELEVATIONS
SCALE: 3/32" = 1'-0"

Cambridge Storage Expansion

4801 West Main Street
Norman, Oklahoma

PROJECT NUMBER

2417

DATE

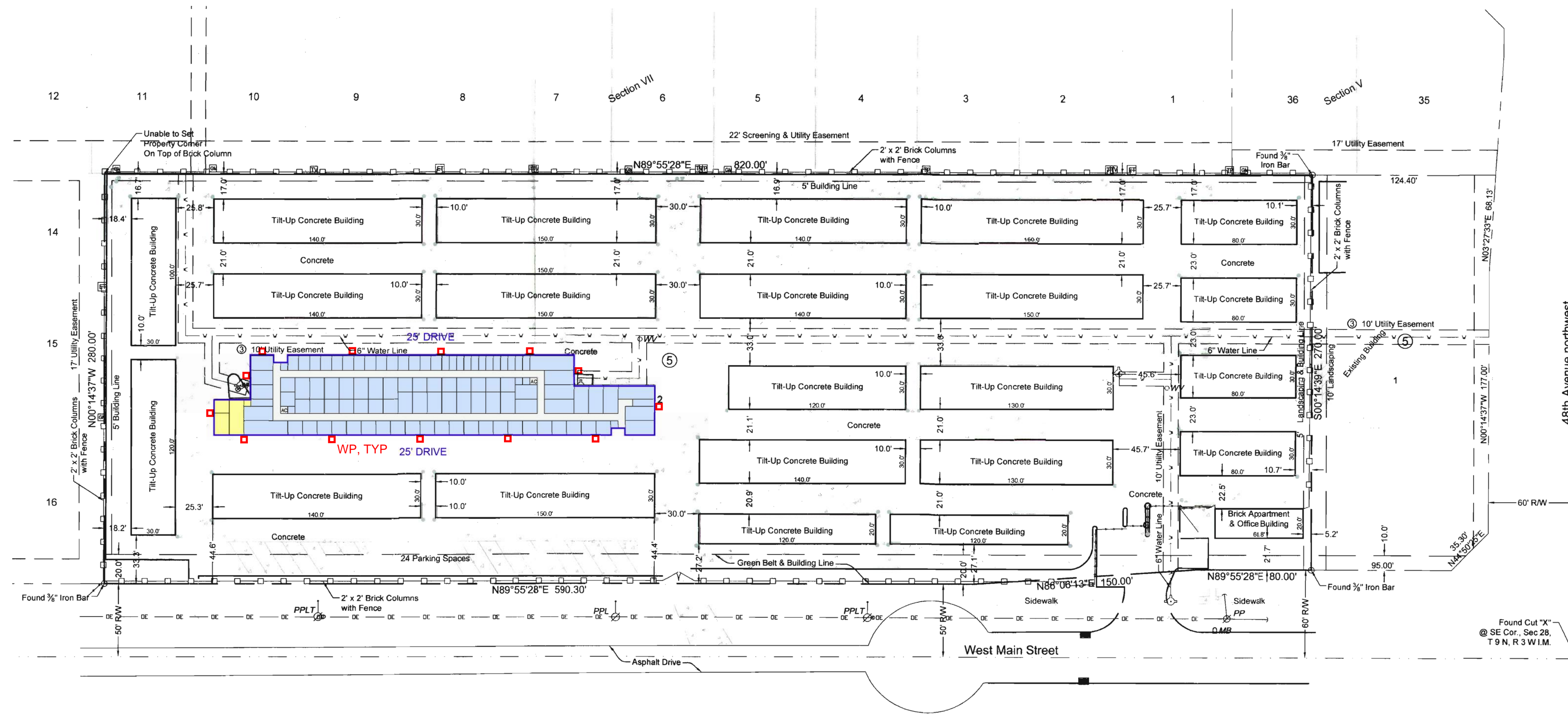
06.03.24

SHEET NUMBER

A3.0

exterior elevations

NO.	DESCRIPTION	DATE

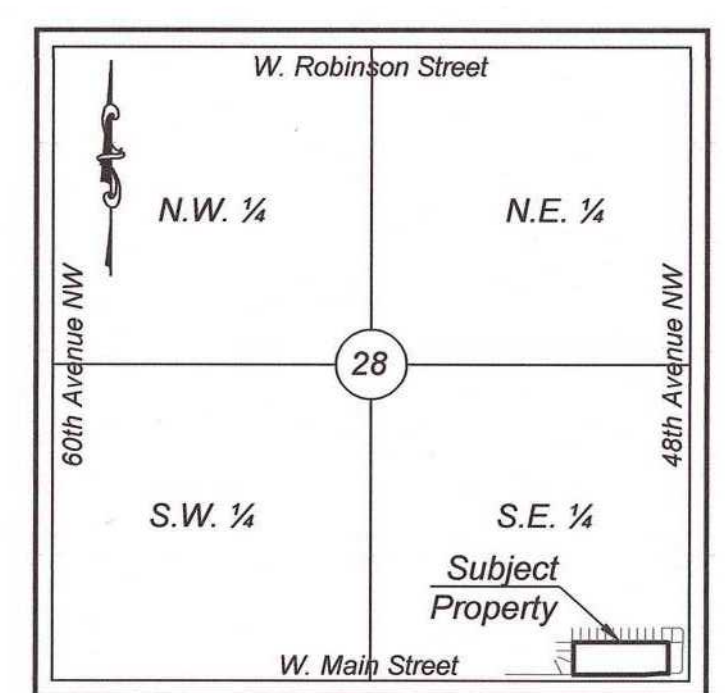


1 SITE PLAN
SCALE: 1" = 50'

(WP) WALL PACK LIGHTING SPECIFICATION

Wallpack	120 or 277	19W LED	Lithonia WDGE2 Wall Pack. Fixture to have 2000 nominal lumens, 4000K color temperature, full cutoff.	Lithonia	WDGE2 LED P2 40K 70CRI T3M MVOLT SRM -
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Cambridge Addition Section VI Block 5, Lot 2



Vicinity Map
Section 28, Township 9N, Range 3W
Not To Scale

site plan

Cambridge Storage Expansion

4801 West Main Street
Norman, Oklahoma

PROJECT NUMBER
NORMAN
DATE
06.03.24
SHEET NUMBER
SUP1.0

Applicant: Daniel Pepe, Advantage Construction LLC.

Project Location: 4801 W. Main Street

Case Number: PD24-08

Time: 5:30PM

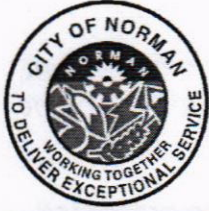
Applicant/Representative:
Brian Baca

Attendees:
None

City Staff:
Kelly Abell, Planner I

Application Summary:
Applicant seeks to add a new structure to the site plan of a previous permissive use permit through a new Special Use application. The applicant intends to construct one (1) additional 14,550 square-foot, single-story, climate controlled self-storage building on the interior of the lot, necessitating the removal of 43 parking spaces on site.

Neighbor's Comments/Concerns/Responses
No neighbors attended the meeting.



CITY OF NORMAN, OK PLANNING COMMISSION MEETING

Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Thursday, July 11, 2024 at 5:30 PM

MINUTES

The Planning Commission of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in Council Chambers of the Norman Municipal Building, 201 West Gray Street, on the 11th day of July, 2024.

Notice and agenda of the meeting were posted at the Norman Municipal Building and online at <https://norman-ok.municodemeetings.com> at least twenty-four hours prior to the beginning of the meeting.

Chair Erica Bird called the meeting to order at 5:44 p.m.

ROLL CALL

PRESENT

Cameron Brewer
Steven McDaniel
Liz McKown
Erica Bird
Douglas McClure
Jim Griffith
Maria Kindel
Kevan Parker

ABSENT

Michael Jablonski

A quorum was present.

STAFF PRESENT

Lora Hoggatt, Planning Services Manager
Destiny Andrews, Planner II
Roné Tromble, Admin. Tech. IV
Whitney Kline, Admin. Tech. III
Beth Muckala, Asst. City Attorney
David Riesland, Transportation Engineer
Todd McLellan, Development Engineer
Bryce Holland, Multimedia Specialist

NON-CONSENT ITEMS

Special Use for Self-Storage/Mini Warehouse

5. CONSIDERATION OF ADOPTION, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE NO. O-2425-1: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR SELF-STORAGE/MINI WAREHOUSE IN THE C-2, GENERAL COMMERCIAL DISTRICT FOR LOT TWO (2), BLOCK FIVE (5), CAMBRIDGE ADDITION SECTION VI, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (4801 WEST MAIN STREET)

ITEMS SUBMITTED FOR THE RECORD:

1. Staff Report
2. Location Map
3. Letter of Compliance
4. Site Plan
5. Elevations
6. Pre-Development Summary

PRESENTATION BY STAFF:

Destiny Andrews reviewed the staff report, a copy of which is filed with the minutes.

PRESENTATION BY THE APPLICANT:

Brian Baca, representing Advantage Construction, was available to respond to questions.

Mr. Griffith asked if there will continue to be outside storage of cars, boats, RVs, etc. Mr. Baca explained that the outside storage will be eliminated by the new structure with internal air-conditioned storage.

Mr. McDaniel asked about the metal roof. Mr. Baca explained that these structures are primarily all steel construction, which includes a flat steel roof. The existing buildings have wood trusses and residential style roofing. Because this structure will be completely surrounded by the existing buildings, it's not going to be visible from the street, so the owner wanted to go to a more standard all-steel construction.

Ms. Kindel asked about the outside finish. Mr. Baca indicated it will be brick.

AUDIENCE PARTICIPATION: None

DISCUSSION AND ACTION BY THE PLANNING COMMISSION:

Motion made by Griffith, seconded by McClure, to recommend adoption of Ordinance No. O-2425-1 to City Council.

Voting Yea: Brewer, McDaniel, McKown, Bird, McClure, Griffith, Kindel, Parker

The motion to recommend adoption of Ordinance No. O-2425-1 to City Council passed by a vote of 8-0.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 07/11/2024

REQUESTER: Daniel Pepe

PRESENTER: Destiny Andrews, Planner II

ITEM TITLE: CONSIDERATION OF ADOPTION, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE NO. O-2425-1: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO GRANT SPECIAL USE FOR SELF-STORAGE/MINI WAREHOUSE IN THE C-2, GENERAL COMMERCIAL DISTRICT FOR LOT TWO (2), BLOCK FIVE (5), CAMBRIDGE ADDITION SECTION VI, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (4801 WEST MAIN STREET)

APPLICANT/REPRESENTATIVE Daniel F. Pepe/Advantage Construction, LLC

WARD 3

CORE AREA No

BACKGROUND: The subject property is currently utilized by Cambridge Mini Storage, a self-storage facility, on approximately 5.27 acres on the northwest corner of W. Main Street and 48th Avenue N.W. Although not an approved use in the C-2, General Commercial District, the property was previously granted a permissive use permit, Ordinance O-9394-26, which allowed for mini-warehouse use with the following conditions:

- A perimeter fence of brick columns and wood panels will surround the area.
- The storage buildings will all be brick-faced, with composition shingle, pitched roofs to provide for a residential appearance.
- No perimeter building shall be accessed from the rear.
- Lighting will be controlled and mounted only on the interior building facades.

Permissive use permits are no longer granted by the City of Norman, but the uses previously established by a permissive use may continue, provided they are operated and maintained in accordance with any conditions prescribed at the time of establishment. Expansion of a pre-existing permissive use shall be permitted only upon the granting of a special use.

The applicant intends to construct one (1) additional 14,550 square-foot, single-story, climate controlled self-storage building on the interior of the lot, necessitating the removal of 43 parking

spaces on site. The remainder of the site will remain in use. The proposed construction requires rezoning the subject property from C-2, General Commercial District with a permissive use for a mini-warehouse, to C-2, General Commercial District with Special Use for Self-Storage and/or Mini-warehousing.

PROCEDURAL REQUIREMENTS:

GREENBELT COMMISSION:

A Greenbelt Enhancement Statement was not required for this application because the property is platted and a NORMAN 2025 amendment is not required.

PRE-DEVELOPMENT: PD24-08, June 27, 2024

No neighbors attended this meeting.

BOARD OF PARK COMMISSIONERS:

This application was not required to go to the Board because the site is platted.

ZONING ORDINANCE CITATION:

SECTION 36-525, C-2, General Commercial District: This commercial district is intended for the conduct of personal and business services and the general retail business of the community. Persons living in the community and in the surrounding trade territory require direct and frequent access. Traffic generated by the uses will be primarily passenger vehicles and only those trucks and commercial vehicles required for stocking and delivery of retail goods.

EXISTING ZONING: The existing zoning for the subject property is C-2, General Commercial District with permissive use for a mini-warehouse.

ANALYSIS: The subject property currently functions as a self-storage and/or mini-warehousing operation, with limited impact on the surrounding land uses. An additional, single-story structure of the same use is not expected to substantially impact current operations.

The current plans display a total of 93 parking spaces available to all users on site, with 43 slated for removal. Parking spaces to remain include 26 spaces available on the 48th Avenue N.W. frontage, outside of the gated area, and 24 spaces stationed within the fenced perimeter along W. Main Street. The Zoning Ordinance recommends one (1) parking space for every eight (8) storage units. Thus, sufficient parking after construction of the proposed building is available for approximately 400 storage units. The proposed removal of 43 parking spaces should not substantially impact facility operations.

Additionally, the applicant intends to continue adherence to the conditions set forth in O-9394-26, with minor revisions, as follows:

- A perimeter fence of brick columns and wood panels will surround the area.
- To create a residential appearance, all buildings shall be brick-faced with shingle, pitched roofs. The proposed building on the lot interior shall be allowed a metal, low pitched roof.
- No perimeter building shall be accessed from the rear.
- Lighting will be controlled and mounted only on the interior building facades.

- No changes shall be made to existing perimeter buildings, general maintenance notwithstanding.

ALTERNATIVES/ISSUES:

IMPACTS: The surrounding area currently has access to City water, sewer, and stormwater, making the subject property suitable for development. The City Traffic Engineer states no traffic operational issues are anticipated due to the development.

OTHER AGENCY COMMENTS:

FIRE DEPARTMENT AND BUILDING PERMIT REVIEW: Items regarding fire hydrants and fire/building codes will be considered at the building permit stage.

PUBLIC WORKS/ENGINEERING: The subject property was already platted; engineering review was not required for the zoning application.

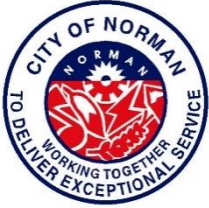
TRAFFIC ENGINEER: No operational issues are anticipated.

UTILITIES: City utilities are available for this location. The dumpster location will remain the same.

CONCLUSION: Staff forwards this request for rezoning from C-2, General Commercial District with a permissive use for a mini-warehouse, to C-2, General Commercial District with Special Use for Self-Storage and/or Mini-warehousing, with the attached conditions, and Ordinance O-2425-1 to the Planning Commission for consideration and recommendation to City Council.

File Attachments for Item:

37. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-34: RESOLUTION OF THE CITY OF NORMAN TO PROTECT AND PRESERVE THE LAKE THUNDERBIRD WATERSHED, THE CANADIAN RIVER CORRIDOR, THE CITY'S DRINKING WATER SUPPLY, AND THE CITY'S FLOOD HAZARD AREAS AND ACKNOWLEDGING THE OKLAHOMA TURNPIKE AUTHORITY'S ACCESS OKLAHOMA PROGRAM TO CONSTRUCT TURNPIKE FACILITIES IN THE CITY OF NORMAN THROUGH THESE CRITICAL AREAS IN THE CITY OF NORMAN.



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: August 13, 2024

REQUESTER: Scott Sturtz

PRESENTER: Scott Sturtz, Interim Director of Public Works

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-34: RESOLUTION OF THE CITY OF NORMAN TO PROTECT AND PRESERVE THE LAKE THUNDERBIRD WATERSHED, THE CANADIAN RIVER CORRIDOR, THE CITY'S DRINKING WATER SUPPLY, AND THE CITY'S FLOOD HAZARD AREAS AND ACKNOWLEDGING THE OKLAHOMA TURNPIKE AUTHORITY'S ACCESS OKLAHOMA PROGRAM TO CONSTRUCT TURNPIKE FACILITIES IN THE CITY OF NORMAN THROUGH THESE CRITICAL AREAS IN THE CITY OF NORMAN.

BACKGROUND:

The Oklahoma Turnpike Authority (OTA) operates a turnpike system within Oklahoma that connects state highways/interstates and local road systems. Access Oklahoma was introduced by the OTA in December 2021 with plans to upgrade and expand the turnpike system across the state. The Access Oklahoma plan proposed two new turnpike corridors in the Norman City limits. The first was the East West Connector (EWC) that would connect I-44 near Newcastle to I-40 at the Kickapoo Turnpike across northern Norman. The second was the South Extension Turnpike (SET) that would connect to I-35 north of Purcell and continue through east Norman and connect to the EWC.

DISCUSSION:

The OTA has requested that the Norman City Council pass a resolution to present the City's requests and expectations of the OTA for any future coordination and construction on the EWC and the SET. Currently the SET is under evaluation for the alignment of the roadway to begin further design work on this corridor. The OTA has requested that a resolution be provided by September 3, 2024 so any City of Norman requests can be incorporated into the plans for the first phase that will impact Norman from 72nd Avenue Northwest to 24th Avenue NW including the interchange at I-35. The 60% plans for this phase of the EWC are expected to be completed in September 2024. The construction of the turnpike system is expected begin in late 2025 with the mainline opening to traffic by the end of 2027. Future sections will follow.

RECOMMENDATION:

Resolution R-2425-34 is submitted for Council's consideration. Its current format was drafted with Council's directives following the City Council study session on August 20, 2024.

R-2425-34

RESOLUTION OF THE CITY OF NORMAN TO PROTECT AND PRESERVE THE LAKE THUNDERBIRD WATERSHED, THE CANADIAN RIVER CORRIDOR, THE CITY'S DRINKING WATER SUPPLY, AND THE CITY'S FLOOD HAZARD AREAS AND ACKNOWLEDGING THE OKLAHOMA TURNPIKE AUTHORITY'S ACCESS OKLAHOMA PROGRAM TO CONSTRUCT TURNPIKE FACILITIES IN THE CITY OF NORMAN THROUGH THESE CRITICAL AREAS IN THE CITY OF NORMAN

- § 1. **WHEREAS**, the Oklahoma Turnpike Authority (OTA) was originally created by act of the Twenty-First Oklahoma Legislature on April 30, 1947, to provide for the construction of the Oklahoma City-to-Tulsa Turnpike (the Turner Turnpike); the Oklahoma Legislature passed House Bill 933 on May 7, 1953, thereby establishing the basis for a State system of Turnpikes (Oklahoma Turnpike System); and
- § 2. **WHEREAS**, the City of Norman does not welcome or endorse the intrusion of the turnpikes built by the OTA into our community; and
- § 3. **WHEREAS**, the Oklahoma Supreme Court affirmed on August 1, 2023, that the OTA has statutory authority to build new turnpike alignments proposed in Oklahoma's long-range plan designed to connect communities and economies safely statewide; and
- § 4. **WHEREAS**, the OTA operates a turnpike system within Oklahoma that connects with the state highway/interstate and local road system; and
- § 5. **WHEREAS**, improvements to Oklahoma's interconnected transportation system of interstates, state highways and local roads must be coordinated to leverage resources, improve safety and ensure a seamless operation for the benefit of all Oklahomans; and
- § 6. **WHEREAS**, the OTA announced in December 2021, a 15-year, long-range turnpike improvement and expansion program for projects defined in the Advancing and Connecting Communities and Economies Safely Statewide "ACCESS Program" that represents approximately \$5 billion in tolled transportation infrastructure projects to Oklahoma's Turnpike System by expanding capacity and constructing new turnpike routes; and
- § 7. **WHEREAS**, the ACCESS Program includes the construction of a new turnpike route from the I-44 Tri-City area (Newcastle, Blanchard, Tuttle) at SH-37, crossing the South Canadian River, east to I-35, then continuing east along Indian Hills Road and then northeast to I-40, connecting to the new Kickapoo Turnpike (East-West Connector or "EWC" Project); and

- § 8. **WHEREAS**, the City of Norman requests that the East-West Connector include the construction of access points at I-44, S. Western Avenue (60th Avenue NW), Telephone Road (36th Avenue NW), I-35, S. Bryant Avenue (12th Avenue NW/Broadway), SH-77H (12th Avenue NE), S. Douglas Blvd (48th Avenue NE), South Extension Turnpike, S. Choctaw Road (120th Avenue NE), S. Peebly Road (156th Avenue NE), I-40 along with one-way service roads along the turnpike from S. Western Avenue (60th Avenue NW) to S. Douglas Blvd (48th Avenue NE); and
- § 9. **WHEREAS**, the City of Norman requests that 36th Avenue NW be reconstructed to 4-lane with 10-foot multimodal path per current design plans from East-West Connector north to City of Norman limits and from East-West Connector South to Franklin Road; right of way needed for the 10-foot multimodal path is already owned by the City of Norman; and
- § 10. **WHEREAS**, damage to existing City of Norman infrastructure caused by heavy construction activity will be restored to existing or better conditions through a negotiated combination of repair, reimbursement or other methods determined appropriate at the end of corridor construction; and
- § 11. **WHEREAS**, the City of Norman request that a 10-foot multimodal path be constructed on the south side of the EWC, provided the 10-foot multimodal path does not require additional property acquisition for its construction; and
- § 12. **WHEREAS**, the ACCESS Program includes the construction of a new turnpike route from I-35 (Norman and Purcell area), crossing the South Canadian River, Easterly to US-77, then north to EWC near Indian Hills Road (South Extension Turnpike or "SET" Project); and
- § 13. **WHEREAS**, the SET Project proposes to include the construction of access points at I-35, US-77, Etowah Road, SH-9, Alameda Drive, East-West Connector; and
- § 14. **WHEREAS**, the Oklahoma Department of Transportation (ODOT) presently owns and maintains I-44, I-35, I-40, SH-9, SH-37, SH-66, SH-77A, and US-77 where OTA's Turnpike would intersect; and
- § 15. **WHEREAS**, the City of Norman, Oklahoma, is committed to ensuring the health, safety, and welfare of its residents, and recognizes the paramount importance of preserving and protecting its natural resources, particularly its water supply, Lake Thunderbird and the Garber-Wellington aquifer and the prevention of flood hazards to its residents; and
- § 16. **WHEREAS**, Lake Thunderbird serves as the primary source of drinking water for the residents of Norman, and the integrity of the watershed supplying this lake is critical to maintaining the quality and availability of this water supply; and

- § 17. **WHEREAS**, the Oklahoma Turnpike Authority has proposed the construction of toll roads that would traverse City Floodplains, including areas of the Lake Thunderbird Watershed and Aquatic Areas of Concern within a one-mile corridor along the Canadian River, posing further potential risks, including stormwater runoff pollution and flood hazards to the City, its citizens, and its water resources; and
- § 18. **WHEREAS**, Oklahoma law, including but not limited to 11 O.S. § 37-115, explicitly grants municipalities the authority to protect and preserve watersheds supplying drinking water, empowering the City of Norman to take necessary measures to safeguard its water resources for present and future generations; and
- § 19. **WHEREAS**, Municipal, State, and Federal Law, including the City's Flood Hazard Ordinance, Water Quality Protection Zone Ordinance, the Oklahoma Floodplain Management Act, and the National Pollutant Discharge System Stormwater Program, Phase II MS4 Compliance, empower and require the City of Norman to prevent and protect against flood hazards and water quality impairments resulting from polluted stormwater runoff; and
- § 20. **WHEREAS**, the Oklahoma Turnpike Authority has proposed the construction of toll roads that would traverse the watershed area supplying Lake Thunderbird, posing potential risks to the water quality and ecological balance of the watershed; and
- § 21. **WHEREAS**, the City of Norman is currently undergoing Comprehensive Planning efforts that must account for the possibility of the EWC and SET Projects; and
- § 22. **WHEREAS**, in the interest of furthering the goals of coordinating efforts on transportation infrastructure improvements, the City of Norman will collaborate with the OTA in the evaluation of future turnpike facilities in these areas; and
- § 23. **WHEREAS**, the City of Norman acknowledges the proposed SET project with the understanding that the OTA has yet to set the final alignment. Once the SET project alignment is determined, the City requests the same input and discussions as those given for the EWC project to ensure the needs of the City are met. This includes input for the locations of future interchanges, frontage roads, and potential wetland mitigation efforts. The City of Norman also requests ongoing communication for any future needs or requests as the OTA continues to develop this transportation infrastructure in the Norman area; and
- § 24. **WHEREAS**, prior to acquiring any property through the eminent domain process, the City of Norman implores the OTA provide several route alternatives, including a no-build alternative, specifying the number of properties required for the right-of-way and commit to finalizing a route that will not only impact the least number of Norman Citizens, but cause the least amount of damage to the Lake Thunderbird Watershed; and

- § 25. **WHEREAS**, the City of Norman requests the OTA exercise the discretion set forth in 63 O.S. §§ 1092.1 *et seq.* in favor of complying with the Federal Uniform Relocation Act, 42 U.S.C. §§ 4621 *et seq.*; and
- § 26. **WHEREAS**, the City of Norman requests the OTA to work in good faith with financial institutions on behalf of the displaced property owners to transfer low-interest rate mortgages, when applicable, to new properties and provide adequate compensation to take into account the added future tax liabilities that long-term residents will incur when moving; and
- § 27. **WHEREAS**, the City of Norman recognizes the importance of ensuring that property owners who lose their property thru eminent domain due to the Access Oklahoma Plan receive adequate compensation that reflects the true value and impact of the loss on their lives; and

NOW, THEREFORE, BE IT RESOLVED: The City of Norman is requested by the OTA to participate in the development of the East-West Connector (EWC) and South Extension Turnpike (SET) projects thereafter to maintain the EWC Project service roads as city streets.

1. **Commitment to Protection:** The City of Norman is committed to the protection and preservation of the watershed supplying Lake Thunderbird, along with the areas of concern along the Canadian River Corridor, recognizing these watersheds and bodies of water as essential to the health and wellbeing of its current and future residents.

2. **Opposition to the Toll Road:** The City of Norman formally opposes the construction of the proposed toll roads by the Oklahoma Turnpike Authority through the Lake Thunderbird watershed area and Aquatic Areas of Concern along the Canadian River Corridor, due to the unresolved negative impacts on the city's water supply, stormwater runoff, and potential flood hazards.

3. The City of Norman is requesting that the Oklahoma Turnpike Authority commit to the following:

- **Environmental Impact Assessment:** The Oklahoma Turnpike Authority conduct a comprehensive Environmental Impact Statement (EIS) with a focus on potential impacts to the Lake Thunderbird watershed and areas of concern along the Canadian River Corridor, including but not limited to water quality, biodiversity, flood hazards, untreated stormwater runoff, and hydrological changes.
- **Alternative Routes:** The Oklahoma Turnpike Authority explore and present alternative routes, including a no-build alternative, that would avoid the Lake Thunderbird watershed, and the areas of concern along the Canadian River Corridor, to mitigate any potential environmental harm.

- **Mitigation Measures:** The Oklahoma Turnpike Authority propose and implement robust green infrastructure mitigation measures to minimize any adverse effects of the construction and operation of the EWC and SET on the watershed and areas of concern for all roads traversing it through coordination with the City of Norman.
- **Stakeholder Consultation:** The Oklahoma Turnpike Authority engage in meaningful consultation with the City of Norman, environmental experts, and the public to ensure transparency and community involvement in decision-making processes.
- **Fair Market Value Determination:** The fair market value of the property should be determined through an independent appraisal conducted by a licensed appraiser mutually agreed upon by the property owner and the Oklahoma Turnpike Authority. The cost of the appraisal shall be borne by the Oklahoma Turnpike Authority.

4. **Public Awareness and Involvement:** The City of Norman will continue to engage and educate the community about the importance of protecting the watershed, the areas of concern along the Canadian River Corridor, and will encourage public participation and support in efforts to safeguard the city’s water resources.

5. **Collaborative Efforts:** The City of Norman commits to collaborating with local, state, and federal agencies, as well as non-governmental organizations, to enhance the protection of the watershed, the Canadian River Corridor, and to develop sustainable water management practices.

6. **Legal Actions:** The City Attorney and the City Manager are authorized and directed to take all necessary and appropriate legal, permitting, floodplain management, and stormwater management actions to protect and enforce the city’s legal rights and obligations, including but not limited to actions under Oklahoma 11 OK Stat § 37-115, the City’s Flood Hazard Ordinance, the City’s Stormwater Management Plan, and any other relevant municipal, state, and federal laws, to ensure the ongoing protection of the Lake Thunderbird Watershed and Canadian River Corridor.

ADOPTED by the Council and **SIGNED** by the Mayor of The City Of Norman, Oklahoma, on this ____ day of _____, 2024.

ATTEST:

Mayor

City Clerk

Turnpike Location Map



Yellow is under design
Blue is future design

File Attachments for Item:

38. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-40: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, DECLARING A TEMPORARY MORATORIUM ON THE ISSUANCE OF PERMITS FOR LARGE PROJECTS UNTIL JULY 1, 2025, OR UNTIL THE ENACTMENT OF A NEW ORDINANCE PLACING ADDITIONAL REQUIREMENTS ON SUCH PROJECTS, WHICHEVER OCCURS SOONER



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 08/27/2024

REQUESTER: Councilmembers Nash, Montoya and Hinkle

PRESENTER:

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-40: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, DECLARING A TEMPORARY MORATORIUM ON THE ISSUANCE OF PERMITS FOR LARGE PROJECTS UNTIL JULY 1, 2025, OR UNTIL THE ENACTMENT OF A NEW ORDINANCE PLACING ADDITIONAL REQUIREMENTS ON SUCH PROJECTS, WHICHEVER OCCURS SOONER

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, DECLARING A TEMPORARY MORATORIUM ON THE ISSUANCE OF PERMITS FOR LARGE PROJECTS UNTIL JULY 1, 2025, OR UNTIL THE ENACTMENT OF A NEW ORDINANCE PLACING ADDITIONAL REQUIREMENTS ON SUCH PROJECTS, WHICHEVER OCCURS SOONER.

- § 1. **WHEREAS**, the City Council of Norman recognizes the need to review and potentially revise the City’s ordinances concerning large development projects to ensure the protection of public resources, environmental quality, and the well-being of residents; and
- § 2. **WHEREAS**, the City Council of Norman is on the process of drafting and considering a new ordinance intended to impose additional requirements on large projects; and
- § 3. **WHEREAS**, it is necessary to temporarily halt the issuance of permits for such large projects to prevent the approval of developments that may not comply with forthcoming regulations.

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

- § 4. That the Council of the City of Norman formally adopts an interim policy of prohibiting development of “Large Projects” within the City of Norman that meet at least two of the following criteria:
- (a) the project covers at least 161 acres within the City’s limits;
 - (b) the project covers at least 100 acres within the Lake Thunderbird watershed;
 - (c) the project covers at least 100 acres within any flood plain as defined by the Federal Emergency Management Agency (FEMA) or any applicable local ordinance;
 - (d) the project would result in the taking of at least twenty (20) properties through the exercise of eminent domain;
 - (e) the project would result in the taking of at least ten (10) primary homes through the exercise of eminent domain;
 - (f) the project has a cumulative cost of \$500,000,000 or more, as adjusted to 2024 dollars using the Consumer Price Index (CPI) or another similar inflation index recognized by the City.
 - (g) The project crosses a stream or creek that is recognized as impaired by the Department of Environmental Quality (DEQ); and
 - (h) the project involves the construction, expansion, or significant modification of a major transportation corridor, such as an interstate highway, state highway, or major airport, and has a direct impact on regional transportation networks.

Developments that do not meet at least two of these criteria shall not be classified as Large Projects and will be subject to standard City regulations.

- § 5. This moratorium shall be in until July 1, 2025, or the date an ordinance adopting additional requirements on Large Projects becomes effective, whichever occurs first.
- § 5. That the City Manager of the City of Norman is directed to establish the policy of not issuing permits for the construction of Large Projects as defined herein.
- § 6. That an exception to this Resolution is projects for which a permits has been lawfully there has been lawfully issued prior to the effective date of this Resolution.
- § 7. That City Council may, by resolution, grant a waiver to the moratorium if it determines that the project is essential to public health, safety, or welfare, or if the project is in furtherance of an essential public purpose.
- § 8. Severability. If any section, subsection, sentence, clause, phrase or portion of this resolution 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 resolution.

PASSED AND ADOPTED this _____ day of _____, 2024.

Mayor

ATTEST:

City Clerk