CITY OF NORMAN, OK
CITY COUNCIL REGULAR MEETING
Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Tuesday, April 14, 2026 at 6:30 PM

AGENDA

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

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

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

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

SWEARING IN

1. ADMINISTERING THE OATHS OF OFFICE TO AND SEATING OF COUNCILMEMBER-ELECT TREY KIRBY, WARD 5.

AWARDS AND PRESENTATIONS

2. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RESOLUTON R-2526-131: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, EXTENDING APPRECIATION TO BRANDON NOFIRE FOR SERVING AS WARD FIVE COUNCILMEMBER IN NORMAN, OKLAHOMA.

3. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-130: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, IN CONJUNCTION WITH THE NORMAN ANIMAL WELFARE OVERSIGHT COMMITTEE, AWARDING THE 2026 NOMAN ANIMAL WELFARE VOLUNTEERISM AWARD.

PROCLAMATIONS

4. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-32: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN PROCLAIMING THE WEEK OF APRIL 12 THROUGH 18, 2026, AS NATIONAL COMMUNITY DEVELOPMENT WEEK IN THE CITY OF NORMAN.

5. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-33: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF APRIL 2026, AS FAIR HOUSING MONTH IN THE CITY OF NORMAN.

6. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-37: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF APRIL, 2026, AS CHILD ABUSE PREVENTION MONTH IN THE CITY OF NORMAN.

7. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND OR POSTPONEMENT OF PROCLAMATION P-2526-38: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF APRIL 2026, AS ARAB AMERICAN HERITAGE MONTH IN THE CITY OF NORMAN.

8. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-39: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING SATURDAY, APRIL 25, 2026, AS NORMAN MUSIC FESTIVAL 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 9 through Item 28 be placed on the consent docket.

APPROVAL OF MINUTES

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

   CITY COUNCIL, NORMAN UTILITIES AUTHORITY, NORMAN MUNICIPAL AUTHORITY, AND NORMAN TAX INCREMENT FINANCE AUTHORITY MEETING MINUTES OF MARCH 10, 2026 AND MARCH 24, 2026.

   CITY COUNCIL STUDY SESSION MEETING MINUTES OF MARCH 17, 2026.

   CITY COUNCIL BUSINESS AND COMMUNITY AFFAIRS COMMITTEE MEETING MINUTES OF FEBRUARY 5, 2026.

   CITY COUNCIL OVERSIGHT COMMITTEE MEETING MINUTES OF MARCH 12, 2026.

   CITY COUNCIL FINANCE COMMITTEE MEETING MINUTES OF MARCH 19, 2026.

First Reading Ordinance

10. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-38: 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 PART OF THE NORTHWEST QUARTER (NW1/4) OF SECTION TWENTY-NINE (29), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE R-1, SINGLE FAMILY DWELLING DISTRICT, AND PLACE SAME IN THE SPUD, SIMPLE PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (521 E FRANK STREET; WARD 4)

11. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-43: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE TRACT OF LAND BEING A PART OF THE NORTHWEST QUARTER (NW/4), SOUTHWEST QUARTER (SW/4) AND SOUTHEAST QUARTER (SE/4) OF SECTION THIRTY-FIVE (35), TOWNSHIP NINE NORTH (T9N), RANGE THREE WEST (R3W) OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM A PUD, PLANNED UNIT DEVELOPMENT, AND PLACE SAME IN A PUD, PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (GENERALLY LOCATED SOUTH OF W MAIN STREET, WEST OF ED NOBLE PARKWAY, NORTH OF W LINDSEY STREET, AND EAST OF 36TH AVENUE SW; WARD 3)

12. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-46: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, CLOSING A SPECIFIC PORTION OF THE RIGHT-OF-WAY FOR NORMAN CENTER COURT LOCATED IN STRAWBERRY LAKE SECTION TWO IN NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (WARD 3)

13. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-47: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING CHAPTER 30 (“SUBDIVISIONS”) OF THE CODE, SECTION 30-606(a) IN ORDER TO REMOVE THE 30-ACRE MINIMUM LOT SIZE REQUIREMENT FOR RURAL CERTIFICATES OF SURVEY WITH AN URBAN RESERVE LAND USE DESIGNATION; AND PROVIDING FOR THE SEVERABILITY THEREOF.

14. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-55 UPON FIRST READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN AMENDING THE CODE OF ORDINANCES OF THE CITY BY ADDING THERETO A NEW SECTION TO ARTICLE 32-VI IMPOUNDMENT OF VEHICLES, TITLED “WRECKER SERVICES,” AND PROVIDING FOR THE SEVERABILITY THEREOF.

Appointments

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

ANIMAL WELFARE OVERSIGHT COMMITTEE

TERM:05-27-26 TO 05-27-29, CARLA ATKINSON - WARD 4

Surplus

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

Settlements

17. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-129: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING JOINT PETITION SETTLEMENT OF THE CLAIM FILED BY NOEL MOHRMANN UNDER THE PROVISIONS OF THE WORKERS' COMPENSATION STATUTES OF THE STATE OF OKLAHOMA IN THE CASES OF *NOEL MOHRMANN V. THE CITY OF NORMAN,* WORKERS' COMPENSATION COMMISSION CASE 2025-02034 P; 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.

Request for Payment

18. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF SPECIAL CLAIM SC-2526-1: SUBMITTED BY CLIFFORD JEMISON, THROUGH LEGAL COUNSEL JOE FARNAN, IN THE AMOUNT OF $60,000 FOR PERSONAL INJURY DAMAGES AS A RESULT OF A COLLISION WITH A CITY VEHICLE THAT OCCURRED ON FEBRUARY 26, 2025.

Acceptance of Funds

19. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF SUBMISSION OF THE CERTIFIED LOCAL GOVERNMENTS (CLG) PROGRAM 2026-2027 APPLICATION FOR FUNDING IN THE AMOUNT OF $8,875 TO BE SUBMITTED TO THE OKLAHOMA STATE HISTORIC PRESERVATION OFFICE.

Contracts

20. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT ONE TO CONTRACT K-2223-175: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, THE NORMAN MUNICIPAL AUTHORITY, THE NORMAN TAX INCREMENT FINANCE AUTHORITY, AND NORMAN REGIONAL HOSPITAL AUTHORITY FOR THE PURPOSE OF CLARIFYING THE OPERATION AND RESPECTIVE RESPONSIBILITIES OF THE TURF FIELD OUTDOOR LOCATED AT THE YOUNG FAMILY ATHLETIC CENTER. (WARD 8)

21. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2526-25: BY AND BETWEEN THE CITY OF NORMAN UTILITIES AUTHORITY AND VORTEX SERVICES, LLC INCREASING THE CONTRACT BY $310,702.95 FOR A REVISED CONTRACT TOTAL OF $5,612,735.95 AND INCREASING THE CONTRACT TIME BY 30 CALENDAR DAYS FOR THE SEWER MAINTENANCE PROJECT FOR FISCAL YEAR 2018 (WARDS 2 AND 4).

22. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BID 2526-21 AND CONTRACT K-2526-106: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND PARATHON CONSTRUCTION, L.L.C., IN THE AMOUNT NOT TO EXCEED $600,000 FOR THE FYE 2026 UNIT PRICE CONCRETE AND ALLEYS PROJECT, PERFORMANCE BOND B-2526-39; STATUTORY BOND B-2526-40; MAINTENANCE BOND MB-2526-35, AND PROJECT AGENT RESOLUTION R-2526-90 GRANTING TAX-EXEMPT STATUS. (CITY)

23. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-112: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND HALFF ASSOCIATES, INC., IN THE AMOUNT OF $107,500 TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR THE CARTER WATER LINE REPLACEMENT PROJECT. (WARD 4)

24. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-117: A CONTRACT BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND STV, INC, IN THE AMOUNT OF $140,961 FOR ENGINEERING SERVICES FOR THE FLOOD WATER LINE REPLACEMENT FROM FRANKLIN TO HUETTNER PROJECT (WARD 8)

25. CONSIDERATION OF ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A GRANT THROUGH THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS (ACOG) PUBLIC FLEET CONVERSION GRANT PROGRAM IN THE AMOUNT OF $984,463 TO THE CITY OF NORMAN TO BE USED FOR TWO (2) NATURAL GAS DRIVEN COMPRESSORS AND FOUR (4) BEAM SOLAR CHARGERS; APPROVAL OF CONTRACT K2526-157 BETWEEN ACOG AND THE CITY OF NORMAN; AND BUDGET APPROPRIATIONS BY THE CITY OF NORMAN AND THE NORMAN UTILITIES AUTHORITY AS OUTLINED IN THE STAFF REPORT.

Resolutions

26. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-133: A RESOLUTION FIXING THE AMOUNT OF GENERAL OBLIGATION BONDS, SERIES 2026A TO MATURE EACH YEAR; FIXING THE TIME AND PLACE OF THE BONDS ARE TO BE SOLD; DESIGNATING A PAYING AGENT/REGISTRAR AND DISCLOSURE COUNSEL; APPROVING THE PRELIMINARY OFFICAL STATEMENT AND DISTRIBUTION THEREOF; AND AUTHORIZING THE CLERK TO GIVE NOTICE OF SAID SALE AS REQUIRED BY LAW AND FIXING OTHER DETAILS OF THE ISSUE.

27. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-134: A RESOLUTION FIXING THE AMOUNT OF GENERAL OBLIGATION BONDS, SERIES 2026B TO MATURE EACH YEAR; FIXING THE TIME AND PLACE OF THE BONDS ARE TO BE SOLD; DESIGNATING A PAYING AGENT/REGISTRAR AND DISCLOSURE COUNSEL; APPROVING THE PRELIMINARY OFFICAL STATEMENT AND DISTRIBUTION THEREOF; AND AUTHORIZING THE CLERK TO GIVE NOTICE OF SAID SALE AS REQUIRED BY LAW AND FIXING OTHER DETAILS OF THE ISSUE.

28. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-135: A RESOLUTION FIXING THE AMOUNT OF GENERAL OBLIGATION BONDS, SERIES 2026C TO MATURE EACH YEAR; FIXING THE TIME AND PLACE OF THE BONDS ARE TO BE SOLD; DESIGNATING A PAYING AGENT/REGISTRAR AND DISCLOSURE COUNSEL; APPROVING THE PRELIMINARY OFFICAL STATEMENT AND DISTRIBUTION THEREOF; AND AUTHORIZING THE CLERK TO GIVE NOTICE OF SAID SALE AS REQUIRED BY LAW AND FIXING OTHER DETAILS OF THE ISSUE.

NON-CONSENT ITEMS

Second Reading Ordinance

29. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-31 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF CHAPTER 36 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A REPLAT OF THE EAST 236 FEET OF LOT SIX (6) AND THE EAST 200 FEET OF LOT SEVEN (7), OF ELMWOOD ADDITION, AND LOT TWELVE (12), IN BLOCK ONE (1), OF PARKVIEW ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT, AND PLACE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (THE NOUN HOTEL 542 AND 534 S. UNIVERSITY BOULEVARD; WARD 4)

30. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AUTHORIZING THE CITY ATTORNEY'S OFFICE TO INITIATE LITIGATION TO OBTAIN A DECLARATORY JUDGMENT REGARDING THE CITY COUNCIL'S AUTHORITY, IF ANY, TO ORDER A LEGISLATIVE REFERENDUM ON AN ORDINANCE ESTABLISHING A TAX INCREMENT FINANCING DISTRICT PURSUANT TO THE LOCAL DEVELOPMENT ACT, 62 O.S. §§ 850–869.

MISCELLANEOUS COMMENTS

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

ADJOURNMENT

File Attachments for Item:

1. ADMINISTERING THE OATHS OF OFFICE TO AND SEATING OF COUNCILMEMBER-ELECT TREY KIRBY, WARD 5.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 04/14/2026

REQUESTER: Jamie Meyer, Interim City Clerk

PRESENTER: Jamie Meyer, Interim City Clerk

ITEM TITLE: ADMINISTERING THE OATHS OF OFFICE TO AND SEATING OF COUNCILMEMBER-ELECT TREY KIRBY, WARD 5.

Judge, Gail Blaylock will be present to administer the above-described Oaths of Office after which Councilmember-Elect Trey Kirby will take his respective seat as a member of the Council of the City of Norman, Oklahoma.

File Attachments for Item:

3. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-130: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, IN CONJUNCTION WITH THE NORMAN ANIMAL WELFARE OVERSIGHT COMMITTEE, AWARDING THE 2026 NOMAN ANIMAL WELFARE VOLUNTEERISM AWARD.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 4/14/26

REQUESTER: Jeanne Snider, Assistant City Attorney

PRESENTER: Jeanne Snider, Assistant City Attorney

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-130: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, IN CONJUNCTION WITH THE NORMAN ANIMAL WELFARE OVERSIGHT COMMITTEE, AWARDING THE 2026 NOMAN ANIMAL WELFARE VOLUNTEERISM AWARD.

BACKGROUND:

On May 23, 2016, the Norman Animal Welfare Oversight Committee unanimously approved to establish the Norman Animal Welfare Volunteerism Award and named Erica Loftis as the inaugural recipient. The Norman Animal Welfare Oversight Committee seeks to promote pet adoption, education, citizen involvement and volunteer services for the Norman Animal Shelter and ensure all animals adopted at the Norman Animal Shelter are sprayed and neutered.

DISCUSSION:

Mark Howery has been selected by the Norman Animal Welfare Oversight Committee as the 2026 recipient. Mr. Howery was appointed to the ad hock Norman Animal Welfare Oversight Committee in 2005 when the committee was formed due to concerns about euthanasia practices at the shelter. In 2010, he was appointed chair of the committee and continued to serve as chair or co-chair until 2025. During his tenure, a study for building a new shelter was conducted. He advocated for the bond to fund the building which ultimately passed in 2010. Mr. Howery also encouraged his friends and acquaintances to make donations to Animal Welfare to ensure that the new facility would have as many of the desired amenities as possible. Under Mr. Howery's leadership, the Committee recommended the new Animal Welfare Center be designated a "no-kill shelter," and a resolution was passed by the City Council in 2017. In addition, Mr. Howery regularly volunteered at spay and neuter clinics sponsored by Hands Helping Paws and other animal welfare organizations as well as Norman Animal Welfare adoption events. Even his own beloved family dogs were adopted from the Norman Animal Welfare, including current family member, Roxie.

RECOMMENDATION:

It is the recommendation of the Norman Animal Welfare Oversight Committee that Mark Howery be recognized as the 2026 Volunteer of the Year.

Resolution

R-2526-130

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, IN CONJUNCTION WITH THE NORMAN ANIMAL WELFARE OVERSIGHT COMMITTEE, AWARDING THE 2026 NORMAN ANIMAL WELFARE VOLUNTEERISM AWARD.

§1. WHEREAS, the Norman Animal Welfare Oversight Committee seeks to promote pet adoption, education, citizen involvement and volunteer services for the Norman Animal Shelter and ensure all animals adopted at the Norman Animal Shelter are sprayed and neutered; and

§2. WHEREAS, that programs instituted for the care of the animals involve citizens and coordination with other outside agencies in an effort to maximize adoption of the animals at the Norman Animal Shelter; and

§3. WHEREAS, the Norman Animal Shelter includes in its mission the involvement of citizens as partners to the caring of the animals when they are in the City facility; and

§4. WHEREAS, the City of Norman entrusts the Norman Animal Welfare Oversight Committee with the duties of providing advice to the City on issues involving the care of animals and citizen involvement; and

§5. WHEREAS, on May 23, 2016, the Norman Animal Welfare Oversight Committee unanimously approved to establish the Norman Animal Welfare Volunteerism Award and named Erica Loftis as the inaugural recipient.

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

§6. That the City of Norman, Oklahoma, in conjunction with the Norman Animal Welfare Oversight Committee, does hereby award the 2026 Norman Animal Welfare Volunteerism Award to Mark Howery.

PASSED AND ADOPTED THIS 14TH DAY OF APRIL 2026.

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Mayor, Stephen T. Holman

ATTEST:

_____
City Clerk

File Attachments for Item:

4. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-32: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN PROCLAIMING THE WEEK OF APRIL 12 THROUGH 18, 2026, AS NATIONAL COMMUNITY DEVELOPMENT WEEK IN THE CITY OF NORMAN.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 04/14/2026

REQUESTER: Lisa Krieg, CDBG/Grants Manager

PRESENTER: Lisa Krieg, CDBG/ Grants Manager

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-32: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN PROCLAIMING THE WEEK OF APRIL 12 THROUGH 18, 2026, AS NATIONAL COMMUNITY DEVELOPMENT WEEK IN THE CITY OF NORMAN.

Proclamation

P-2526-32

A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE WEEK OF APRIL 12-18, 2026, AS NATIONAL COMMUNITY DEVELOPMENT WEEK IN THE CITY OF NORMAN.

§ 1. WHEREAS, the week of April 12-18, 2026, has been designated as National Community Development Week to celebrate the Community Development Block Grant (CDBG) and HOME Investment Partnerships Programs (HOME); and

§ 2. WHEREAS, the CDBG and HOME Programs provide annual funding and flexibility to local communities to provide decent, safe and affordable housing, a suitable living environment, and economic opportunities to low- and moderate-income people; and

§ 3. WHEREAS, over the past five years, our community has received a total of $4,712,761 in CDBG and $2,101,089 of HOME Investment Partnership funds and has funded a variety of projects that have directly benefited our citizens and neighborhoods; and

§ 4. WHEREAS, the CDBG and HOME Programs are a versatile funding source that helps us revitalize our neighborhoods and improve our citizens' lives. Locally, every $1 of these funding sources leverages $4 in additional private investment. Countless projects within Norman would not have been possible without these federal investments.

NOW, THEREFORE, BE IT RESOLVED:

§ 5. THAT the City of Norman designates the week of April 12- 18, 2026 as National Community Development Week in support of these valuable programs that has made tremendous contributions to the viability of the housing stock, infrastructure, public services, and the economic well-being of our community.

Please join me in celebrating the successes of these programs and their impact on our community during 2026 National Community Development Week.

PASSED AND APPROVED this 14th day of April, 2026.

_____
Mayor, Stephen T. Holman

ATTEST:

_____
City Clerk

File Attachments for Item:

5. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-33: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF APRIL 2026, AS FAIR HOUSING MONTH IN THE CITY OF NORMAN.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 04/14/2026

REQUESTER: Lisa Krieg

PRESENTER: Lisa Krieg, Community Development Block Grant Manager

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-33: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF APRIL 2026, AS FAIR HOUSING MONTH IN THE CITY OF NORMAN.

Proclamation

P-2526-33

A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF APRIL, 2026, AS FAIR HOUSING MONTH IN THE CITY OF NORMAN.

§ 1. WHEREAS, fair housing is the law of the State of Oklahoma and is consistent with the principle of equality and justice for all; and

§ 2. WHEREAS, the freedom to choose a dwelling has been one held precious in America through the centuries; and

§ 3. WHEREAS, equal housing opportunity is a right guaranteed to all Americans under Title VIII of the 1968 Civil Rights Act; and

§ 4. WHEREAS, April 2026 marks the 58th anniversary of the Federal Fair Housing Law, also known as Title VIII of the Civil Rights Act of 1968.

§ 5. WHEREAS, the month of April symbolizes a significant milestone for all Americans to rededicate themselves to this country and the State of Oklahoma's underlying premise that all citizens be guaranteed freedom of choice, and the State publicly reaffirms its public policy to eliminate all vestiges of housing discrimination wherever they exist; and

§ 6. WHEREAS, Oklahoma's housing industry and governmental entities are united in the common goal of providing safe and sanitary housing for all, without regard to race, color, religion, sex, national origin, age or handicap, or familial status.

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

§ 7. Do hereby proclaim the month of April, 2026, as Fair Housing Month.

PASSED AND APPROVED this 14th day of April, 2026.

_____
Mayor

ATTEST:

_____
City Clerk

File Attachments for Item:

6. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-37: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF APRIL, 2026, AS CHILD ABUSE PREVENTION MONTH IN THE CITY OF NORMAN.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 04/14/2026

REQUESTER: Grace Holloman

PRESENTER: Grace Holloman, Accessibility Strategist

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-37: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF APRIL, 2026, AS CHILD ABUSE PREVENTION MONTH IN THE CITY OF NORMAN.

Proclamation

P-2526-37

A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF APRIL 2026, AS CHILD ABUSE PREVENTION MONTH IN THE CITY OF NORMAN.

§ 1. WHEREAS, the month of April has been declared National Child Abuse Prevention Month in our country; and

§ 2. WHEREAS, communities must make every effort to report victims of child abuse or neglect; and

§ 3. WHEREAS, in 2024, Cleveland County reported 830 victims of child abuse or neglect; and

§ 4. WHEREAS, the City of Norman is invested in prevention and advocacy through individuals, businesses, schools, volunteer efforts, faith-based and community organizations; and

§ 5. WHEREAS, making children a top priority and taking action to support the physical, social, emotional, and educational development and competency for all children; and

§ 6. WHEREAS, the Norman community provides children services on abuse and neglect experiences and are united in promoting advocacy for children.

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

§ 7. Do hereby proclaim the month of April 2026, as Child Abuse Prevention Month in the City of Norman and urge all citizens to dedicate ourselves to the task of improving the quality of life for all children and families and to recognize that prevention starts with each of us.

PASSED AND APPROVED this 14th day of April, 2026.

_____
Mayor, Stephen T. Holman

ATTEST:

_____
City Clerk

File Attachments for Item:

7. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND OR POSTPONEMENT OF PROCLAMATION P-2526-38: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF APRIL 2026, AS ARAB AMERICAN HERITAGE MONTH IN THE CITY OF NORMAN.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 04/14/2026

REQUESTER: Grace Holloman, Accessibility Strategist

PRESENTER: Grace Holloman, Accessibility Strategist

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND OR POSTPONEMENT OF PROCLAMATION P-2526-38: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF APRIL 2026, AS ARAB AMERICAN HERITAGE MONTH IN THE CITY OF NORMAN.

Proclamation

P-2526-38

A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF APRIL 2026, AS NATIONAL ARAB AMERICAN HERITAGE MONTH IN THE CITY OF NORMAN

§ 1. WHEREAS, National Arab American Heritage Month has been observed as recent as April 2021, and we are proud to recognize the many contributions of our Arab American citizens that enrich our community, state, and country; and

§ 2. WHEREAS, the initiative for the official national designation began in 2017 by the Arab American Foundation and we celebrate this example of hard work, persistence, and resilience to see such a meaningful mission gain momentum and ultimately be recognized by the President of the United States in April 2021, along the U.S. Department of State, Members of Congress and 37 governors; and

§ 3. WHEREAS, we recognize the Arab American Community exemplifies the values of hard work, resilience, family, entrepreneurship, compassion, and generosity; and

§ 4. WHEREAS, we acknowledge the efforts of the Arab American Community to combat harmful stereotypes, prejudices, ignorance, invisibility, and discrimination; and

§ 5. WHEREAS, the Arab American Community contributes to our diverse society through faith, culture, traditions, and community engagement.

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

§ 6. Do hereby proclaim the month of April 2026, as National Arab American Heritage Month in the City of Norman and invite all citizens to join me in celebrating the diversity and character of our community.

PASSED AND APPROVED this 14th day of April, 2026.

_____

Mayor, Stephen T. Holman

ATTEST:

_____

City Clerk

File Attachments for Item:

8. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-39: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING SATURDAY, APRIL 25, 2026, AS NORMAN MUSIC FESTIVAL DAY IN THE CITY OF NORMAN.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 04/14/2026

REQUESTER: Jamie Meyer, Interim City Clerk

PRESENTER: Jamie Meyer, Interim City Clerk

ITEM TITLE: CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-39: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING SATURDAY, APRIL 25, 2026, AS NORMAN MUSIC FESTIVAL DAY IN THE CITY OF NORMAN.

Proclamation

P-2526-39

A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING SATURDAY, APRIL 25th, 2026, AS NORMAN MUSIC FESTIVAL DAY IN THE CITY OF NORMAN.

§ 1. WHEREAS, the City of Norman is a vibrant and welcoming community known for its high quality of life, creative spirit, and commitment to celebrating diversity, the arts, and cultural experiences; and

§ 2. WHEREAS, Norman continues to distinguish itself as a hub where music, art, education, and community engagement thrive together, enriching the lives of residents and visitors alike; and

§ 3. WHEREAS, the City's ongoing downtown revitalization efforts have strengthened Norman as a destination, supporting local businesses and creating dynamic spaces for community events and cultural gatherings; and

§ 4. WHEREAS, the City of Norman proudly holds the distinction of being recognized as a "City of Festivals," within the State of Oklahoma; and

§ 5. WHEREAS, Norman was the first city in Oklahoma to host a free, all-ages independent music festival, setting the stage for a long-standing tradition of accessible, inclusive and high-quality live music experiences; and

§ 6. WHEREAS, the Norman Music Festival has grown into one of the region's premier cultural events, showcasing local regional, and national artists while fostering community pride, tourism, and economic vitality; and

§ 7. WHEREAS, the Music Festival will be held in downtown Norman from Thursday, April 23rd through Saturday, April 25th.

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

§ 8. Do hereby proclaim Saturday, April 25th, 2026, as Norman Music Festival Day in the City of Norman and urge all citizens of Norman to consider attending this festival with friends and family and help grow the tourism and economy in the City of Norman.

PASSED AND APPROVED this 14th day of April, 2026.

_____
Mayor, Stephen T. Holman

ATTEST:

_____
City Clerk

File Attachments for Item:

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

CITY COUNCIL, NORMAN UTILITIES AUTHORITY, NORMAN MUNICIPAL AUTHORITY, AND NORMAN TAX INCREMENT FINANCE AUTHORITY MEETING MINUTES OF MARCH 10, 2026 AND MARCH 24, 2026.

CITY COUNCIL STUDY SESSION MEETING MINUTES OF MARCH 17, 2026.

CITY COUNCIL BUSINESS AND COMMUNITY AFFAIRS COMMITTEE MEETING MINUTES OF FEBRUARY 5, 2026.

CITY COUNCIL OVERSIGHT COMMITTEE MEETING MINUTES OF MARCH 12, 2026.

CITY COUNCIL FINANCE COMMITTEE MEETING MINUTES OF MARCH 19, 2026.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 04/14/2026

REQUESTER: Jamie Meyer, Interim City Clerk

PRESENTER: Jamie Meyer, Interim City Clerk

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

CITY COUNCIL, NORMAN UTILITIES AUTHORITY, NORMAN MUNICIPAL AUTHORITY, AND NORMAN TAX INCREMENT FINANCE AUTHORITY MEETING MINUTES OF MARCH 10, 2026 AND MARCH 24, 2026.

CITY COUNCIL STUDY SESSION MEETING MINUTES OF MARCH 17, 2026.

CITY COUNCIL BUSINESS AND COMMUNITY AFFAIRS COMMITTEE MEETING MINUTES OF FEBRUARY 5, 2026.

CITY COUNCIL OVERSIGHT COMMITTEE MEETING MINUTES OF MARCH 12, 2026.

CITY COUNCIL FINANCE COMMITTEE MEETING MINUTES OF MARCH 19, 2026.

CITY OF NORMAN, OK
CITY COUNCIL REGULAR MEETING
Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Tuesday, March 10, 2026 at 6:30 PM

MINUTES

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Council Chambers in the Municipal Building, on Tuesday, March 10, 2026 at 6:30 PM, and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray and on the City website at least 24 hours prior to the beginning of the meeting.

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

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

CALL TO ORDER

Mayor Holman called the meeting to order at 6:40 p.m.

ROLL CALL

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Holman.

PROCLAMATIONS

1. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-26: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING WEDNESDAY, APRIL 22, 2026, AS EARTH DAY AND MARCH 22 THROUGH MAY 18, 2026, AS GREEN NORMAN ECOBRATION IN THE CITY OF NORMAN.

   Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 8 Dixon.

   Participants in discussion:
   1. Ms. Michele Loudenback Environmental and Sustainability Manager, thanked Council and made comments.
   2. Ms. Katrina Boteler Environmental Compliance Specialist thanked Council and made comments.

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

   Receipt of Proclamation P-2526-26 was Acknowledged.

*****

2. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-28: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF MARCH 2026, AS WOMEN'S HISTORY MONTH IN THE CITY OF NORMAN.

   Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 8 Dixon.

   Participants in discussion:
   1. Dr. Sherri Irvin, Interim Chair of Women's and Gender Studies at OU, thanked Council and made comments.

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

   Receipt of Proclamation P-2526-28 was Acknowledged.

*****

3. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-29: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING MARCH 18, 2026 AS PUBLIC TRANSIT PROFESSIONAL APPRECIATION DAY IN THE CITY OF NORMAN.

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 8 Dixon.

Participants in discussion:

1. Mr. Taylor Johnson, Transit and Parking Program Manager, thanked Council and made comments.

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

Receipt of Proclamation P-2526-29 was Acknowledged.

*****

4. CONSIDERATION OF ACKNOWLEDGMENT, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-31: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAMING THE WEEK OF MAY 3RD THROUGH MAY 9, 2026, AS INTERNATIONAL COMPOST AWARENESS WEEK IN THE CITY OF NORMAN.

Motion made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 8 Dixon.

Participants in discussion:

1. Ms. Lisa Roark Brewer, Fertile Ground Cooperative, thanked Council and made comments.
2. Ms. Amanda Scofield, President of Oklahoma Compost and Sustainability Association (OCASA), thanked Council and made comments.

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

Receipt of Proclamation P-2526-31 was Acknowledged.

*****

COUNCIL ANNOUNCEMENTS

Ward 1 - Councilmember Gandesbery
Councilmember Gandesbery thanked the Center for Children and Families for hosting the Hands and Hearts event and for the work they do to support the community.

*

Ward 3 - Councilmember Bruce
Councilmember Bruce reminded residents about the mailer that was recently sent out and encouraged the community to educate themselves on the issues before voting. He also shared that he submitted his campaign finance reports to the Oklahoma Ethics Commission's interim reporting system for review.

*

Ward 4 - Councilmember Grant
Councilmember Grant reminded the community about the Art Walk scheduled for Friday March 13, 2026, and encouraged everyone to attend.

*

Ward 5 - Councilmember Nofire
Councilmember Nofire reminded residents to vote on April 7, 2026, noting the Ward 5 runoff election that will take place that day.

*

Ward 6 - Councilmember Hinkle
Councilmember Hinkle thanked the Center for Children and Families for hosting the Hands and Hearts event. He also shared that the Norman Parent Teacher Conference Committee will host Sweet Symphony, a chocolate festival, on March 28, 2026 at Loveworks Leadership 219 W. Gray. Student musicians will be featured, performing solos and ensembles.

*

Ward 7 – Councilmember Blodgett
Councilmember Blodgett announced that the OU Spring PowWow will be held on Tuesday, March 24, 2026, at the Oklahoma Museum of Natural History. She also reminded the community about the Medieval Fair beginning April 10, 2026, and the Earth Day Festival on April 26, 2026, both at Reaves Park.

*

Mayor Holman
Mayor Holman encouraged residents to vote in the April 7, 2026, election and reminded the community that the voter registration deadline is March 13, 2026, at 5:00 p.m. He also announced a Ward 5 candidate forum scheduled for March 11, 2026, from 6:00 p.m. to 8:00 p.m. in the Council Chambers.

*****

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 5 through Item 19 be placed on the consent docket.

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

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

Items 5 through 19 were placed on the Consent Docket.

*****

First Reading Ordinance

5. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-31 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF CHAPTER 36 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A REPLAT OF THE EAST 236 FEET OF LOT SIX (6) AND THE EAST 200 FEET OF LOT SEVEN (7), OF ELMWOOD ADDITION, AND LOT TWELVE (12), IN BLOCK ONE (1), OF PARKVIEW ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT, AND PLACE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (542 AND 534 S. UNIVERSITY BOULEVARD; WARD 4)

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

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

   Ordinance O-2526-31 was adopted on First Reading by Title.

*****

Reports/Communications

6. 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.

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

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

   Receipt of the City Manager's Contract and Change Order Report was Acknowledged.

*****

Surplus

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

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

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

   The Declaration of Surplus was Approved, and the sale thereof was Authorized.

*****

Workers' Compensation

8. 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 $29,700 REGARDING DANIEL PIERCE VS. THE CITY OF NORMAN, OKLAHOMA WORKERS' COMPENSATION COMMISSION CASE 2024-02999 H.

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

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

   The Court Order was Approved.

*****

Contracts

Acting as the Norman Utilities Authority

9. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF AMENDMENT TWO TO CONTRACT K-1011-157: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND NEW CINGULAR WIRELESS PCS, L.L.C., FOR PARTIAL LEASE OF THE ROBINSON MONOPOLE COMMUNICATION TOWER LOCATED ON THE WATER TREATMENT PLANT GROUNDS. (Ward 6)

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

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

   Amendment two to Contract K-1011-157 was Approved.

*****

Acting as the Norman Utilities Authority

10. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT ONE TO CONTRACT K-2021-50: BY AND BETWEEN NORMAN UTILITIES AUTHORITY AND GARVER, L.L.C., INCREASING THE CONTRACT AMOUNT BY $14,495 FOR A REVISED CONTRACT AMOUNT OF $429,495 FOR THE NORMAN WATER RECLAMATION FACILITY DEWATERING IMPROVEMENTS PROJECT. (CITY)

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

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

    Amendment one to Contract K-2021-50 was Approved.

*****

Acting as the Norman Municipal Authority

11. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER TWO TO CONTRACT K-2425-85: BY AND BETWEEN THE NORMAN MUNICIPAL AUTHORITY AND WL MCNATT & COMPANY, INCREASING THE CONTRACT BY $69,739.12 FOR A REVISED CONTRACT AMOUNT OF $1,189,145.12 AND INCREASING THE CONTRACT TIME BY 71 CALENDAR DAYS FOR THE COMPOST FACILITY SCALE HOUSE PROJECT. (CITY)

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

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

    Change Order two to Contract K-2425-85 was Approved.

*****

12. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER FOUR TO CONTRACT K-2526-1: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND ARROYO'S CONCRETE L.L.C., IN THE AMOUNT OF $73,019.00 FOR THE INSTALLATION OR MODIFICATION OF SIDEWALKS ALONG SOUTH LAHOMA AVENUE FROM WEST BOYD STREET TO WEST BROOKS STREET; FOR THE FYE 2026 SIDEWALK CONCRETE PROJECTS. (WARD 4)

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

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

Change Order four to Contract K-2526-1 was Approved.

*****

13. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2526-31: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND ARROYO'S CONCRETE L.L.C., INCREASING THE CONTRACT AMOUNT BY $106,820.00 FOR A REVISED AMOUNT OF $1,257,337.00 FOR THE STREET MAINTENANCE BOND PROGRAM - FYE 2026 LOCATIONS, BID 2 AND APPROPRIATION OF FUNDS AS OUTLINED IN THE STAFF REPORT. (WARD 4)

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

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

Change Order one to Contract K-2526-31 and Budget Appropriation were Approved.

*****

Acting as the Norman Utilities Authority

14. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-110: A CONTRACT BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND FREESE AND NICHOLS, INC., IN THE AMOUNT OF $273,310 FOR ENGINEERING SERVICES FOR THE 24-INCH WATER TRANSMISSION MAIN FROM IMHOFF TO HIGHWAY 9 PROJECT. (WARD 7)

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

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

Contract K-2526-110 was Approved.

*****

Acting as the Norman Utilities Authority

15. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-131: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND GARVER, L.L.C., IN THE AMOUNT OF $49,575 FOR ENGINEERING SERVICES FOR THE NORMAN WATER RECLAMATION FACILITY DIGESTER NUMBER THREE CONDITION ASSESSMENT. (City)

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

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

Contract K-2526-131 was Approved.

*****

16. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POPSTPONEMENT OF RFP-2526-20 AND CONTRACT K-2526-151: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND PLAYCORE WISCONSIN, INC. D/B/A GAMETIME, IN THE AMOUNT OF $224,999.94, MAINTENANCE BOND MB-2526-52, PERFORMANCE BOND B-2526-72; AND STATUTORY BOND B-2526-73 FOR THE BLUESTEM PARK PLAYGROUND PROJECT, AND RESOLUTION R-2526-109, GRANTING TAX EXEMPT STATUS. (Ward 5)

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

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

Request for Proposal RFP-2526-20 was Accepted, Contract K-2526-151 and all associated Bonds were Approved, and Resolution R-2526-109 was Adopted.

*****

Resolutions

17. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-105: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA TRANSFERRING $17,000 FROM THE PUBLIC SAFETY SALES TAX FUND, EMERGENCY COMMUNICATIONS AND OPERATIONS (ECOC) PROJECT TO THE PUBLIC SAFETY SALES TAX FUND, FIRE STATION 5 RELOCATION, DESIGN; AND $45,544.29 FROM BRIDGE PROGRAM SITE DISCOVERY, CONSTRUCTION PROJECT ACCOUNT, AND $61,400 FROM BRIDGE PROGRAM SITE DISCOVERY, DESIGN PROJECT ACCOUNT, TO THE FIRE STATION STUDIES, DESIGN PROJECT ACCOUNT TO PERFORM PRELIMINARY DESIGN SERVICES AND A NEEDS ASSESSMENT FOR VARIOUS FIRE DEPARTMENT FACILITIES AS OUTLINED IN THE STAFF REPORT.

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

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

Resolution R-2526-105 was Adopted

*****

18. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF RESOLUTION R-2526-121: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA AUTHORIZING GRANT APPLICATION FOR THE 2026 POLITICAL SUBDIVISIONS OPIOID ABATEMENT GRANT FROM THE OKLAHOMA OPIOID ABATEMENT BOARD IN THE AMOUNT OF $750,000 TO FUND A PARTNERSHIP WITH MENTAL HEALTH ASSOCIATION OKLAHOMA TO IMPLEMENT THE "A BETTER WAY-OPPORTUNITY KNOCKS" SUPPORTIVE EMPLOYMENT AND CASE MANAGEMENT PROGRAM.

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

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

Resolution R-2526-121 was Adopted

*****

19. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-122: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA APPROPRIATING $500 FROM OTHER LIABILITIES-SMOKE DETECTORS ACCOUNT TO OTHER SUPPLIES AND MATERIALS ACCOUNT TO PURCHASE SMOKE DETECTORS FOR USE IN THE SMOKE DETECTOR PROGRAM WITH THE FIRE DEPARTMENT, FOR SENIOR CITIZENS AND HANDICAPPED CITIZENS OF NORMAN.

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

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

Resolution R-2526-122 was Adopted

*****

NON-CONSENT ITEMS

Second Reading Ordinance

Councilmember Ward 2, Peacock was recognized for an abstention on item 20.

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

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

Voting Abstaining: Councilmember Ward 2 Peacock

Councilmember Ward 2, Peacock was allowed to abstain from Item 20.

*****

20. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-40 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE 1010- THE REVV, LOT 1, BLOCK 1, AND A TRACT OF LAND IN THE NORTHEAST QUARTER (NE/4) OF SECTION SIX (6), TOWNSHIP EIGHT (8) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE R-1, SINGLE-FAMILY DWELLING DISTRICT, AND R-3, MULTIFAMILY DWELLING DISTRICT, AND PLACE SAME IN A SPUD, SIMPLE PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1107 THROUGH 1111 CHAUTAUQUA AVENUE AND 601 THROUGH 615 HOOVER STREET AND 1010 THROUGH 1030 COLLEGE AVENUE; WARD 7)

Motion to adopt upon Second Reading Section by Section made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle.

Participants in discussion:

1. Matthew Peacock, Peacock Design, L.L.C.

Motion to amend subpart (III)M of the SPUD narrative to Ordinance O-2526-40 to add *Outdoor amplified sound similar to a professional sound system shall be prohibited,* made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 7 Blodgett.

Participants in discussion:

1. Ms. Barbara O'Brien Ward 4 made comments.
2. Mr. Steve Ellis Ward 4, proponent
3. Ms. Shaista Fenwick Ward 5, proponent
4. Ms. Marguerite Larson Ward 6 asked questions.
5. Ms. Sarah Wallace Ward 4, proponent.

Item 20, continued:

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

Motion to amend subpart (III)M of the SPUD narrative to Ordinance O-2526-40 was approved.

Back to main motion on the floor to adopt Ordinance O-2526-40 as amended on Second Reading.

Participants in discussion:

1. Mr. Steve Ellis Ward 4 made comments
2. Ms. Marguerite Larson Ward 6 made comments
3. Mr. Luigi Polvani Ward 4 made comments
4. Mr. Fred Schmidt Ward 7 opponent
5. Mr. Joe Gryboski Ward 7 opponent
6. Ms. Sandra Longrier Ward 7 opponent
7. Mr. Doug Bowden Ward 7 opponent
8. Ms. Sarah Wallace Ward 4 opponent
9. Ms. Barbara O'Brien Ward 4 opponent
10. Mr. John Coffman Ward 4 opponent
11. Ms. Cathryn Bowden Ward 4 opponent
12. Ms. Shaista Fenwick Ward 5 made comments
13. Ms. Chelsea Gravel Ward 4 made comments
14. Ms. Karlinda Gravel Ward 4 made comments
15. Ms. Mayumi Windler Ward 2 made comments
16. Ms. Terri Bell Ward 4 opponent

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

Ordinance O-2526-40 was Adopted as amended on Second Reading Section by Section.

Motion to adopt as amended on Final Reading, made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 6 Hinkle

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

Ordinance O-2526-40 was Adopted as amended on Final Reading as whole.

*****

Motion to recess the meeting due to inclement weather and reconvene on March 17, 2026, at 6:00 p.m. to discuss and vote on items 21, 22, and miscellaneous comments made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 5 Nofire

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

Voting Nay: Councilmember Ward 1 Gandesbery

The City Council Meeting was Recessed at 8:48 p.m. due to inclement weather and will be reconvened on March 17, 2026 at 6:00 p.m. in the Council Chambers.

*****

Meeting was reconvened on March 17, 2026.

CALL TO ORDER

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

ROLL CALL

PRESENT
Mayor Stephen Holman
Councilmember Ward 1 David Gandesbery
Councilmember Ward 3 Robert Bruce
Councilmember Ward 4 Helen Grant
Councilmember Ward 5 Brandon Nofire
Councilmember Ward 6 Joshua Hinkle
Councilmember Ward 7 Kimberly Blodgett
Councilmember Ward 8 Scott Dixon

ABSENT
Councilmember Ward 2 Matthew Peacock

21. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-139: BY AND BETWEEN THE CITY OF NORMAN AND THE OKLAHOMA TURNPIKE AUTHORITY FOR THE EAST-WEST CONNECTOR UTILITY RELOCATION AGREEMENT, FOR THE RELOCATION OF WATER WELLS AND WATERLINES GENERALLY BETWEEN 48TH AVENUE NW AND 24TH AVENUE NW AND ASSOCIATED BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT. (WARDS 3 & 8)

Item 21, continued:

Motion to postpone to March 24, 2026 made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 8 Dixon

Participants in discussion:

1. Ms. Mayumi Windler Ward 2 made comments

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 8 Dixon

Contract K-2526-139 was postponed to March 24, 2026.

*****

22. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-156: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND OKLAHOMA TURNPIKE AUTHORITY (OTA), IN THE AMOUNT OF $2,200,000 FOR THE CONSTRUCTION OF 36TH AVENUE NW PHASE 2 PROJECT FROM 700 FEET NORTH FRANKLIN ROAD TO INDIAN HILLS ROAD AND RELATING TO THE EAST-WEST CONNECTOR AND ASSOCIATED MAINTENANCE AND ACCESS AGREEMENTS, AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT. (WARD 3)

Motion to postpone to March 24, 2026, made by Councilmember Ward 4 Grant, Seconded by Councilmember Ward 7 Blodgett

Voting Yea: Mayor Holman, Councilmember Ward 1 Gandesbery, Councilmember Ward 3 Bruce, Councilmember Ward 4 Grant, Councilmember Ward 5 Nofire, Councilmember Ward 6 Hinkle, Councilmember Ward 8 Dixon

Contract K-2526-156 was postponed to March 24, 2026.

*****

MISCELLANEOUS COMMENTS

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

ADJOURNMENT

The Meeting was Adjourned on March 17, 2026 at 6:17 p.m.

ATTEST:

City Clerk

Mayor Stephen T. Holman

CITY OF NORMAN, OK
CITY COUNCIL REGULAR MEETING -AMENDED
Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069
Tuesday, March 24, 2026 at 6:30 PM

MINUTES

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

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

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

CALL TO ORDER

Mayor Holman called the meeting to order at 6:39 p.m.

ROLL CALL

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

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mayor Holman.

PROCLAMATIONS

1. CONSIDERATION OF ACKNOWLEDGING RECEIPT, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF PROCLAMATION P-2526-35: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING FRIDAY, APRIL 24, 2026, AS ARBOR DAY IN THE CITY OF NORMAN.

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

   Participants in discussion:
   1. Ms. Tory Tedder-Loffland, Parks Board Commissioner, thanked Council and made comments.

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

   Receipt of Proclamation P-2526-35 was Acknowledged.

*****

COUNCIL ANNOUNCEMENTS

Ward 1 - Councilmember Gandesbery
Councilmember Gandesbery expressed his appreciation for local outreach efforts, including Barry Trammell's "The Table" ministry at Antioch Church, the Hugs Ministry for providing resources to those in need, and the Be Heard organization for bringing mobile shower services to the community.

*

Ward 2 - Councilmember Peacock
Councilmember Peacock recognized and thanked Councilmember Nofire for his service and contributions, noting this as his last meeting.

*

Ward 3 – Councilmember Bruce
Councilmember Bruce encouraged face-to-face engagement with residents and announced a town hall meeting at Sooner Mall on March 30, 2026, at 7:00 p.m..

*

Ward 4 - Councilmember Grant
Councilmember Grant thanked Trent Baggett for his willingness to serve on the Historic District Commission. She announced the first quarterly Ward 4 meeting on March 28, 2026 at the Development Center, 225 N. Webster, to discuss neighborhood initiatives and the upcoming ballot items.

*

Council announcements continued:

Ward 5 - Councilmember Nofire
Councilmember Nofire reflected on his service as Ward 5 Councilmember, expressing gratitude for the experience, appreciation for City staff, and encouraged respectful community dialogue.

*

Ward 6 - Councilmember Hinkle
Councilmember Hinkle thanked Councilmember Nofire for his service and recognized Ward 6, representative Dr. O'Rear, for his reappointment to the Central Oklahoma Master Conservancy District.

*

Ward 7 – Councilmember Blodgett
Councilmember Blodgett reminded residents of the April 7, 2026, election and promoted upcoming community events including the Medieval Fair at Reaves Park on April 10 – 12, 2026 at Jenkins Park and a Spring Egg Hunt at Andrews Park on April 3, 2026.

*

Ward 8 – Councilmember Dixon
Councilmember Dixon thanked Ward 8 representative Ms. Amanda Nairn for her reappointment to the Central Oklahoma Master Conservancy District. He highlighted participation in recent Parks and Recreation events and announced the upcoming Office Olympics event at Legacy Park on May 9, 2026.

*

Mayor Holman
Mayor Holman announced several upcoming community events and initiatives, including a ribbon cutting event at the Young Family Athletic Center to unveil new amenities, such as pickleball courts, sand volleyball courts, a turf field, and a shaded courtyard; the Norman Chocolate Festival on March 28, 2026 where he will serve as a judge; Skatelahoma skate competition on March 28, 2026, where he will also serve as a judge; and the Medieval Fair at Reaves Park April 10 – 12, 2026. Additionally, Mayor Holman shared a personal experience with substitute teaching at Irving Middle School, encouraged community members to help address the need for substitute teachers, and expressed appreciation for Councilmember Nofire's service. He concluded by reminding residents to vote in the election on April 7, 2026, including the Ward 5 runoff, and emphasized the importance of civic participation.

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CONSENT DOCKET

This item is placed on the agenda so that the City Council, by unanimous consent, can designate those routine agenda items that they wish to be approved or acknowledged by one motion. If any item proposed does not meet with approval of all Councilmembers, that item will be heard in regular order. Staff recommends that Item 2 through Item 30 be placed on the consent docket.

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

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

Items 2 through 30 were placed on the Consent Docket.

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APPROVAL OF MINUTES

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

   CITY COUNCIL, NORMAN UTILITIES AUTHORITY, NORMAN MUNICIPAL AUTHORITY, AND NORMAN TAX INCREMENT FINANCE AUTHORITY MEETING MINUTES OF FEBRUARY 10, 2026 AND FEBRUARY 24, 2026.

   CITY COUNCIL STUDY SESSION MEETING MINUTES OF FEBRUARY 17, 2026.

   CITY COUNCIL CONFERENCE MEETING MINUTES OF FEBRUARY 24, 2026.

   CITY COUNCIL SPECIAL MEETING MINUTES OF MARCH 3, 2026.

   CITY COUNCIL OVERSIGHT COMMITTEE MEETING MINUTES OF FEBRUARY 12, 2026.

   CITY COUNCIL FINANCE COMMITTEE MEETING MINUTES OF FEBRUARY 19, 2026.

   CITY COUNCIL COMMUNITY PLANNING AND TRANSPORTATION COMMITTEE MEETING MINUTES OF JANUARY 22, 2026, AND FEBRUARY 26, 2026

Item 2, continued:

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

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

The Minutes were Approved.

*****

Appointments

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

CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT
TERM: 06-28-26 TO 06-28-30, AMANDA NAIRN – WARD 6
TERM: 06-28-26 TO 06-28-30, DR. EDGAR O'REAR – WARD 8

BICYCLE ADVISORY COMMITTEE
TERM: 03-10-26 TO 02-13-29, PETER SOPPELSA – WARD 2

HISTORIC DISTRICT COMMISSION
TERM: 03-10-26 TO 10-26-26, TRENT BAGGETT – WARD 4

SOCIAL AND VOLUNTARY SERVICES COMMISSION
TERM: 03-10-26 TO 12-09-28, LISA SCHMIDT – WARD 2

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

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

The Appointments were Approved.

*****

Reports/Communications

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

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

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

   Receipt of the Monthly Departmental Report was Acknowledged.

   *****

5. CONSIDERATION OF ACKNOWLEDGEMENT, APPROVAL, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF RECEIPT OF THE FINANCE DIRECTOR'S INVESTMENT REPORT AS OF FEBRUARY 28, 2026, AND DIRECTING THE FILING THEREOF.

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

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

   Receipt of the Finance Director's Investment Report was Acknowledged.

   *****

6. CONSIDERATION OF SUBMISSION, ACKNOWLEDGEMENT, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF RECEIPT OF REPORT ENTITLED "THE CITY OF NORMAN SINGLE AUDIT REPORT FOR THE YEAR ENDED JUNE 30, 2025," AS PREPARED BY THE CITY OF NORMAN FINANCE DEPARTMENT AND AUDITED BY THE FIRM OF FORVIS MAZARS, L.L.P., FOR THE CITY OF NORMAN, OKLAHOMA, NORMAN UTILITIES AUTHORITY, NORMAN MUNICIPAL AUTHORITY, NORMAN ECONOMIC DEVELOPMENT AUTHORITY AND NORMAN TAX INCREMENT FINANCE AUTHORITY.

Item 6, continued:

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

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

Receipt of the City of Norman Single Audit Report for the year ended June 30, 2025, Report was Acknowledged.

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Bids

7. CONSIDERATION OF AWARDING, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BID-2526-31: SUBMITTED BY RCC TRAFFIC, L.L.C, FOR INSTALLED PAVEMENT MARKINGS FOR THE TRAFFIC CONTROL DIVISION AS OUTLINED IN THE STAFF REPORT.

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

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

BID 2526-31 was Accepted and awarded to RCC Traffic, L.L.C.

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Conveyance of Deed

8. CONSIDERATION OF APPROVAL, ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-128: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, COMPLETING A WARRANTY DEED FROM THE CITY OF NORMAN, OKLAHOMA, TO MONTEREY DEVELOPMENT COMPANY, L.L.C., FOR A 0.0059 ACRE STRIP OF LAND ADJACENT TO MONTEREY III ADDITION AS PART OF THE FINAL PARK LAND DEDICATION AMOUNT REQUIRED FOR MONTEREY ADDITION.

Item 8, continued:

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

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

The Conveyance of Deed was Approved and Resolution R-2526-128 was Adopted.

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Contracts

9. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT FOUR TO CONTRACT K-1617-105: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN AND GARVER, L.L.C., INCREASING THE CONTRACT AMOUNT BY $174,906.00 FOR A REVISED CONTRACT AMOUNT OF $644,256.00 TO PROVIDE ADDITIONAL DESIGN SERVICES FOR THE JAMES GARNER AVENUE PROJECT FROM ACRES STREET TO FLOOD AVENUE (WARD 4)

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

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

Amendment four to Contract K-1617-105 was Approved.

*****

Acting as the Norman Utilities Authority

10. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT ONE TO CONTRACT K-1920-96: A CONTRACT BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND CH2MHILL ENGINEERS, INC. INCREASING THE CONTRACT AMOUNT BY $121,687 FOR A REVISED CONTRACT AMOUNT OF $401,934 FOR THE ROBINSON 30-INCH TRANSMISSION MAIN, 12TH AVE NE TO 24TH AVE NE, PROJECT. (WARDS 4 AND 6)

Item 10, continued:

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

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

Amendment one to Contract K-1920-96 was Approved.

*****

Acting as the Norman Utilities Authority

11. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT TWO TO CONTRACT K-2021-67: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND GREELEY AND HANSEN, L.L.C., INCREASING THE CONTRACT AMOUNT BY $149,700 FOR A REVISED CONTRACT AMOUNT OF $587,301 FOR THE NORMAN WATER RECLAMATION MAIN CONTROL BUILDING RENOVATION AND WATER RECLAMATION FACILITY NEW MAINTENANCE STORAGE BUILDING PROJECTS AND FUND TRANSFER AS OUTLINED IN THE STAFF REPORT. (CITY)

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

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

Amendment two to Contract K-2021-67 and Fund Transfer were Approved.

*****

Acting as the Norman Utilities Authority

12. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER THREE FOR CONTRACT K-2324-70: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND KRAPFF REYNOLDS CONSTRUCTION COMPANY INC., INCREASING THE CONTRACT AMOUNT BY $161,798.25 FOR A REVISED CONTRACT AMOUNT OF $5,582,788.75 FOR THE SEWER MAINTENANCE PROGRAM 2019, FINAL ACCEPTANCE AND FINAL PAYMENT OF THE PROJECT. (WARD 2)

Item 12, continued:

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

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

Change Order three to Contract K-2324-70, final acceptance, and final payment were Approved.

*****

13. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2425-69: BY AND BETWEEN THE CITY OF NORMAN AND SAC SERVICES, INC., DECREASING THE CONTRACT AMOUNT FROM $1,406,744.80 TO $1,275,786.55, FINAL ACCEPTANCE AND FINAL PAYMENT OF $66,220.72 FOR THE BOYD STREET STORM SEWER REPLACEMENT PROJECT (WARD 4)

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

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

Change Order one to Contract K-2425-69, final acceptance, and final payment were Approved.

*****

14. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE FINAL ACCEPTANCE OF CONTRACT K-2425-92: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND DOWNEY CONTRACTING, L.L.C., FOR THE ALAMEDA STORMWATER PARK CONSTRUCTION PROJECT AND FINAL PAYMENT OF $54,002.51. (WARD 4)

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

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

Contract K-2425-92 and final payment were Approved.

*****

15. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2425-96: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA AND ELLSWORTH CONSTRUCTION OKC, L.L.C., INCREASING THE CONTRACT AMOUNT FROM $940,547.29 TO $958,371.31, FINAL ACCEPTANCE AND FINAL PAYMENT OF $47,918.54 FOR THE FYE 2025 URBAN RECONSTRUCTION PROJECT. (WARD 4)

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

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

Change Order one to Contract K-2425-96, final acceptance, and final payment were Approved.

*****

16. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2425-105: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA AND FIRST WATER CONTRACTING, L.L.C., DECREASING THE CONTRACT AMOUNT FROM $1,794,115.75 TO $1,768,055.75, FINAL ACCEPTANCE AND FINAL PAYMENT OF $26,060.00 FOR THE ASPHALT PAVEMENT – FYE 2025 LOCATIONS PROJECT. (WARDS 3, 4, 5 AND 8)

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

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

Change Order one to Contract K-2425-105, final acceptance, and final payment were Approved.

*****

Acting as the Norman Utilities Authority

17. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO K-2425-113: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND SOUTHWEST WATER WORKS, L.L.C., INCREASING THE CONTRACT BY $348,120 FOR A REVISED CONTRACT AMOUNT OF $1,933,470 AND INCREASING THE CONTRACT TIME BY 60 CALENDAR DAYS FOR PROJECT WEST BROOKS WATERLINE PROJECT AND APPROPRIATION AND TRANSFER AS OUTLINED IN THE STAFF REPORT. (WARDS 2 & 3)

Item 17, continued:

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

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

Change Order one to Contract K-2425-113, Budget Appropriation and Budget Transfer were Approved.

*****

18. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2526-11: BY AND BETWEEN THE CITY OF NORMAN AND ARROYO'S CONCRETE, L.L.C., INCREASING THE CONTRACT AMOUNT BY $2,235.55 FOR A REVISED AMOUNT OF $191,065.55, FINAL ACCEPTANCE, FINAL PAYMENT OF $9,553.27 FOR THE ALLEYS CENTER CITY TAX INCREMENT FINANCING – ALLEY RECONSTRUCTION PROJECT #1, AND BUDGET APPROPRIATION AS OUTLINED IN STAFF REPORT. (WARD 4)

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

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

Change Order one to Contract K-2526-11, final acceptance, final payment, and budget appropriation were Approved.

*****

Acting as the Norman Utilities Authority

19. CONSIDERATION OF APPROVAL, ACCEPTANCE, AMENDMENT, REJECTION, AND/OR POSTPONEMENT OF AWARDING BID 2526-27, CONTRACT K-2526-25: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND VORTEX SERVICES, L.L.C., IN THE AMOUNT OF $5,302,033, PERFORMANCE BOND B-2526-47, STATUTORY BOND B-2526-48, AND MAINTENANCE BOND MB-2526-39 FOR THE SEWER MAINTENANCE PROJECT (SMP) FOR FISCAL YEAR ENDING 2018, BUDGET TRANSFERS, AND APPROPRIATION AS OUTLINED IN THE STAFF REPORT. (WARD 2 AND 4)

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

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

BID 2526-27 was Accepted, Contract K-2526-25, the accompanying bonds, and Budget Appropriation were Approved.

*****

20. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2526-33: BY AND BETWEEN THE CITY OF NORMAN AND K&R BUILDERS, INCREASING THE CONTRACT AMOUNT FROM $622,795.38 TO $703,039.17, FINAL ACCEPTANCE AND FINAL PAYMENT OF $103,754.26 FOR THE POST OAK BRIDGE REPLACEMENT PROJECT. (WARD 5)

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

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

Change Order one to Contract K-2526-33, final acceptance, and final payment were Approved.

*****

Acting as the Norman Utilities Authority

21. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-109: BY AND BETWEEN NORMAN UTILITIES AUTHORITY AND COWAN GROUP ENGINEERING, L.L.C., IN THE AMOUNT OF $344,000 TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR THE FISCAL YEAR ENDING 2024 SEWER MAINTENANCE PROJECT AND BUDGET TRANSFERS AS OUTLINED IN THE STAFF REPORT. (WARD 1)

Item 21, continued:

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

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

Contract K-2526-109 and Budget Appropriations were Approved.

*****

22. CONSIDERATION OF ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A GRANT IN THE AMOUNT OF $1518.00 FROM PETCO LOVE TO BE USED BY THE ANIMAL WELFARE DIVISION OF THE POLICE DEPARTMENT AS A STIPEND FOR ADMINISTERING 506 VACCINES TO OWNED PETS AT NO COST TO RESIDENTS; APPROVAL OF CONTRACT K-2526-154; AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT.

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

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

The Grant was Accepted, Contract K-2526-154 and Budget Appropriation were Approved.

*****

23. CONSIDERATION OF ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A GRANT IN THE AMOUNT OF $7,448.96 TO THE CITY OF NORMAN, FROM OKLAHOMA STATE BUREAU OF INVESTIGATION (OSBI) THROUGH THE INTERNET CRIMES AGAINST CHILDREN (ICAC) TASK FORCE TO BE USED BY THE NORMAN POLICE DEPARTMENT TO PURCHASE COMPUTER EQUIPMENT; CONTRACT K-2526-155; AND BUDGET APPROPRIATION FROM THE SPECIAL GRANT FUND BALANCE AS OUTLINED IN THE STAFF REPORT.

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

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

The Grant was Accepted, Contract K-2526-155 and Budget Appropriation were Approved.

24. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-159: BY AND BETWEEN THE CITY OF NORMAN AND E & E LAWN CARE, INC., FOR MOWING, SECURING OF STRUCTURES, AND THE REMOVAL OF HEALTH NUISANCES FOR THE CODE COMPLIANCE DIVISION FROM APRIL 1, 2026, THROUGH MARCH 31, 2027.

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

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

Contract K-2526-159 was Approved.

*****

25. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-160: BY AND BETWEEN THE CITY OF NORMAN AND GIVENS PROPERTY MAINTENANCE AND WEED CONTROL, L.L.C., FOR MOWING, SECURING OF STRUCTURES, AND THE REMOVAL OF HEALTH NUISANCES FOR THE CODE COMPLIANCE DIVISION FROM APRIL 1, 2026, THROUGH MARCH 31, 2027.

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

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

Contract K-2526-160 was Approved.

*****

26. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RFP-2526-5 AND CONTRACT K-2526-161: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND CLARION ASSOCIATES, INC., IN THE AMOUNT OF $480,335, FOR THE DEVELOPMENT CODE UPDATE AND PARKING STUDY BEGINNING MARCH 25, 2026. (City)

Item 26, continued:

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

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

Request for Proposal RFP-2526-5 was Accepted and Contract K-2526-161 was Approved.

*****

27. CONSIDERATION OF ADOPTION, APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-161: A TERM SHEET BETWEEN SOONER FASHION MALL, L.L.C., AND THE CITY OF NORMAN, OKLAHOMA, SETTING FORTH PROPOSED TERMS FOR A SALES TAX REBATE AGREEMENT.

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

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

Contract K-2526-161 was Approved.

*****

Resolutions

28. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-125: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING $30,288.15 FROM REFUNDS / REIMBURSEMENTS MISCELLANEOUS ACCOUNTS TO PAY FOR REPAIRS TO CITY OF NORMAN VEHICLES DAMAGED BY OTHER DRIVERS IN TRAFFIC COLLISIONS.

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

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

Resolution R-2526-125 was Adopted.

*****

29. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-126: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA REQUESTING $14,468.65 APPROPRIATION OF FUNDS FROM RISK MANAGEMENT MISCELLANEOUS REIMBURSEMENTS/REFUNDS ACCOUNT TO REPAIR AND REPLACE TRAFFIC SIGNAL EQUIPMENT OR TRAFFIC SIGNS DAMAGED IN TRAFFIC COLLISIONS.

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

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

Resolution R-2526-126 was Adopted.

*****

30. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-31 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF CHAPTER 36 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A REPLAT OF THE EAST 236 FEET OF LOT SIX (6) AND THE EAST 200 FEET OF LOT SEVEN (7), OF ELMWOOD ADDITION, AND LOT TWELVE (12), IN BLOCK ONE (1), OF PARKVIEW ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT, AND PLACE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (THE NOUN HOTEL 542 AND 534 S. UNIVERSITY BOULEVARD. (WARD 4) ***APPLICANT REQUESTED POSTPONEMENT TO APRIL 14, 2026.***

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

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

Ordinance O-2526-31 was Postponed until April 14, 2026.

*****

NON-CONSENT ITEMS

Second Reading Ordinance

31. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-139: BY AND BETWEEN THE CITY OF NORMAN AND THE OKLAHOMA TURNPIKE AUTHORITY FOR THE EAST-WEST CONNECTOR UTILITY RELOCATION AGREEMENT, FOR THE RELOCATION OF WATER WELLS AND WATERLINES GENERALLY BETWEEN 48TH AVENUE NW AND 24TH AVENUE NW AND ASSOCIATED BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT. (WARDS 3 AND 8)

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

Participants in discussion:

1. Ms. Beth Muckala, City Attorney
2. Mr. Nathan Madenwald, Utilities Engineer
3. Mr. Scott Sturtz, Director of Public Works
4. Mr. Trey Kirby Ward 5, opponent
5. Mr. Dave Moore Ward 3, opponent
6. Mr. Rob Norman Ward 3, opponent
7. Mr. Tanner Naeher Ward 6, made comments
8. Mr. Stephen Ellis Ward 4, opponent
9. Ms. Sheryl Hoggatt Ward 5, opponent
10. Ms. Tassie Hirschfeld Ward 5 opponent
11. Ms. Marguerite Larson Ward 6, opponent
12. Mr. Luigi Polvani Ward 4, opponent
13. Ms. Mayumi Windler Ward 2, made comments
14. Mr. Howard Baer Ward 4, opponent
15. Ms. Heather Messer Ward 5, opponent
16. Mr. David Hopper Ward 8, opponent
17. Ms. Cynthia Rogers Ward 4, opponent
18. Ms. Kelly Wilson Ward 6, opponent
19. Ms. Chelsea Gravel Ward 4, opponent
20. Ms. Sherylann Densow Ward 4 and 6, opponent
21. Ms. Karlinda Gravel Ward 4, made comments
22. Mr. Jesse Matlock Ward 5, opponent
23. Mr. Randy Carter Ward 5, opponent
24. Ms. Shai Fenwick Ward 5, opponent
25. Ms. Tiffany Stevens Ward 5, opponent
26. Ms. Pam Post Ward 5, opponent
27. Mr. Rick Sondag Ward 5, opponent
28. Mr. Paul Acroroli Ward 3, opponent
29. Ms. Tracy Williamson Ward 5, opponent
30. Mr. Darrel Pyle, City Manager, made comments
31. Mr. Rick Knighton, City Attorney, made comments

Item 31, continued:

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

Voting Nay: Councilmember Ward 5 Nofire, Councilmember Ward 7 Blodgett

Contract K-2526-139 and Budget Appropriation were Approved.

*****

32. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-156: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND OKLAHOMA TURNPIKE AUTHORITY (OTA), IN THE AMOUNT OF $2,200,000 FOR THE CONSTRUCTION OF 36TH AVENUE NW PHASE 2 PROJECT FROM 700 FEET NORTH FRANKLIN ROAD TO INDIAN HILLS ROAD AND RELATING TO THE EAST-WEST CONNECTOR AND ASSOCIATED MAINTENANCE AND ACCESS AGREEMENTS, AND BUDGET APPROPRIATION AS OUTLINED IN THE STAFF REPORT. (WARD 3)

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

Participants in discussion:

1. Mr. Scott Sturtz, Director of Public Works
2. Ms. Beth Muckala, City Attorney
3. Mr. Rick Knighton City Attorney, made comments
4. Mr. Trey Kirby Ward 5, opponent
5. Mr. Dave Moore Ward 3, opponent
6. Mr. Rob Norman Ward 3, opponent
7. Ms. Tassie Hirschfeld Ward 5 opponent
8. Ms. Marguerite Larson Ward 6, opponent
9. Mr. Trey Bates Ward 8, made comments
10. Mr. Luigi Polvani Ward 4, opponent
11. Ms. Mayumi Windler Ward 2, made comments
12. Mr. Robert Post Ward 5, opponent
13. Ms. Heather Messer Ward 5, opponent
14. Mr. Greg Fitter Ward 5, opponent
15. Ms. Cynthia Rogers Ward 4, opponent
16. Ms. Kelly Wilson Ward 6, opponent
17. Ms. Chelsea Gravel Ward 4, opponent
18. Ms. Sherylann Densow Ward 4 and 6, opponent
19. Ms. Karlinda Gravel Ward 4, made comments
20. Mr. Jesse Matlock Ward 5, opponent
21. Mr. Stephen Ellis Ward 4, opponent
22. Ms. Tiffany Stevens Ward 5, opponent
23. Ms. Pam Post Ward 5, opponent
24. Mr. Paul Acroroli Ward 3, opponent
25. Ms. Tracy Williamson Ward 5, opponent

Item 32, continued:

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

Voting Nay: Councilmember Ward 5 Nofire, Councilmember Ward 7 Blodget

Contract K-2526-156 and Budget Appropriation were Approved.

*****

MISCELLANEOUS COMMENTS

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

Rob Norman – Ward 3
Mr. Norman emphasized the importance of the referendum effort and protecting the public's right to vote, highlighting the arena TIF subject. He urged Council to better support community efforts and recognize the authority of the people.

*

Stephen Ellis – Ward 4
Mr. Ellis raised concerns about inconsistent public comment practices, perceived pro-development bias, and the use of executive sessions, and cautioned that street maintenance bonds may still affect tax rates.

*

Tassie Hirschfeld – Ward 6
Ms. Hirschfeld appreciated Council's opposition to the turnpike projects but urged stronger language in official documents to reflect that stance and rebuild trust.

*

Marguerite Larson – Ward 6
Ms. Larson expressed concern about the potential impact of Council's actions on the shelter vote.

*

Mayumi Windler – Ward 2
Ms. Windler Expressed disappointment with recent decisions, raised concerns about transparency and governance, and noted potential impacts on upcoming elections.

*

Miscellaneous comments continued:

Cynthia Rogers – Ward 4
Ms. Rogers encouraged more informed decision making and suggested that concerns about TIF related litigation may be overstated, urging Council to review contract details and consult with the county.

*

Kelly Wilson – Ward 6
Ms. Wilson clarified the notice of intent to sue process, questioned whether affected landowners were consulted on the 36th Avenue project, and called for greater transparency and public engagement in future decisions.

*

Chellsea Gravel – Ward 4
Ms. Gravel expressed concerns about a homeless encampment, including sanitation and water quality issues, and raised concerns about project costs and incomplete infrastructure plans.

*

Sherylann Densow – Ward 4 and 6
Ms. Densow expressed disappointment in Council's decisions and urged greater transparency and support for residents.

*

Karlinda Gravel – Ward 4
Ms. Gravel raised safety concerns about a roundabout and highlighted costly sewer infrastructure issues affecting her neighborhood.

*

Jesse Matlock – Ward 5
Mr. Matlock expressed frustration with Council's turnpike decisions, stating that they did not reflect public input, and warned of potential economic impacts, including reconsidering local investment.

*

Tiffany Stevens – Ward 5
Ms. Stevens expressed concern about mischaracterization of public views on Oklahoma Turnpike Authority's (OTA) issues, opposed property takings and supported greater public input, including a vote on the arena TIF.

*

Ben Plummer – Ward 4
Mr. Plummer opposed unconditional tax abatements for Sooner Mall and recommended tying incentives to development milestones and adding housing or a hotel to increase activity.

*

Miscellaneous comments continued:

John Pressley – Ward 4
Mr. Pressley shared concerns regarding personal legal matters and requested assistance related to alleged fraud.

*

Paul Acroroli – Ward 3
Mr. Acroroli criticized the arena proposal as overly favorable to the University of Oklahoma and urged reconsideration.

*****

ADJOURNMENT

The Meeting was Adjourned at 11:51 p.m.

ATTEST:

City Clerk

Mayor Stephen T. Holman

CITY OF NORMAN, OK
CITY COUNCIL STUDY SESSION

Municipal Building, Executive Conference Room, 201 West Gray, Norman, OK 73069
Tuesday, March 17, 2026 at 5:00 PM

MINUTES

The City Council Study Session of the City of Norman, Cleveland County, State of Oklahoma, will meet in Regular Session in the Executive Conference Room in the Municipal Building, on Tuesday, March 17, 2026 at 5:30 PM, and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray and on the City website at least 24 hours prior to the beginning of the meeting.

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

CALL TO ORDER

Mayor Holman called the meeting or order at 5:00 p.m.

PRESENT
Mayor Stephen Holman
Councilmember Ward 1 David Gandesbery
Councilmember Ward 3 Robert Bruce
Councilmember Ward 4 Helen Grant
Councilmember Ward 5 Brandon Nofire
Councilmember Ward 6 Joshua Hinkle
Councilmember Ward 7 Kimberly Blodgett
Councilmember Ward 8 Scott Dixon

ABSENT
Councilmember Ward 2 Matthew Peacock

OTHERS PRESENT
Mr. Darrel Pyle, City Manager
Ms. Kathryn Walker, Assistant City Attorney
Mr. Tim Miles, City Engineer
Mr. Scott Sturtz, Public Works Director
Ms. Shannon Stevenson, Assistant City Manager
Major Chad Vincent, Norman Police Department
Mr. Clint Mercer, Finance Director
Ms. Jamie Meyer, Interim City Clerk
Mr. Derick Colwell, Sooner Mall Manager

AGENDA ITEMS

1. DISCUSSION OF PROPOSAL FROM SOONER MALL FOR A SALES TAX REBATE AGREEMENT

   Ms. Kathryn Walker, Assistant City Attorney, presented the item. She provided background on Sooner Mall, noting its long-standing presence in the community since opening in 1976, with subsequent expansions and renovations. The mall currently includes approximately 500,000 square feet of retail space and is operated by Sooner Fashion Mall, LLC, with General Growth Properties as the parent company.

   Ms. Walker explained that the mall has requested a sales tax rebate agreement to reimburse certain property improvement costs. She noted that the City's Economic Development Incentive Policy (adopted in 2013) recognizes sales tax rebates as a tool but does not specifically address retail incentives. She indicated that this proposal represents a new approach for the City.

   The proposed agreement would provide a rebate of up to 100% of new, non-dedicated sales tax revenue (2.3%), calculated based on growth above a three-year average (2022–2024). The baseline annual non-dedicated sales tax revenue is approximately $1.5 million. Based on 2025 projections, the initial rebate amount is estimated at approximately $60,000, with a maximum annual cap of $300,000.

   The agreement would have an initial term of five years, with the option to renew for two additional three-year terms, subject to Council approval and demonstrated progress. Eligible expenses would include capital improvements such as tenant buildouts, interior upgrades, common area enhancements, and infrastructure improvements. Routine maintenance would not qualify. Businesses relocating from within Norman would not be included in the calculation of new sales tax revenue.

   Ms. Walker also noted that dedicated sales taxes (including public safety, capital improvements, and transit funding) would not be impacted by the rebate.

   Council discussed the financial structure of the agreement, including the annual cap and projected growth needed to reach maximum rebate levels. It was noted that filling the vacant Sears anchor space could significantly increase sales tax generation.

   Discussion included the potential for additional development on the property, including infill opportunities such as residential, hotel, or mixed-use projects, particularly given the removal of parking minimums.

Item 1, continued

Councilmembers expressed general support for maintaining the viability of Sooner Mall, noting its importance to the community, local economy, and overall quality of life. Several members emphasized the value of proactive investment to prevent long-term decline, referencing challenges faced by other regional malls.

Discussion also included:

- The potential for increased regional tenants to drive higher sales volumes
- The importance of continued reinvestment in the property
- Opportunities to modernize signage along the I-35 corridor to improve visibility
- Potential job creation associated with new tenants, including a prospective anchor tenant (estimated 200+ jobs and significant capital investment)

Council noted that the proposal is not contingent upon securing a specific tenant but is intended to support overall property improvements and tenant attraction.

There was general consensus among Council to proceed with further consideration of the proposal.

Staff indicated that feedback from the Economic Development Advisory Board (EDAB) would be provided following its upcoming meeting. Pending that feedback, a term sheet is anticipated to be brought forward for Council consideration at the next regular meeting.

There was no objection from Council to placing the item on the upcoming agenda, subject to EDAB input.

ADJOURNMENT

The meeting was adjourned at 5:22 p.m.

ATTEST:

City Clerk

Mayor

CITY OF NORMAN, OK
CITY COUNCIL OVERSIGHT COMMITTEE MEETING

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

Thursday, March 12, 2026 at 4:00 PM

MINUTES

The Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Executive Conference Room in the Municipal Building, on Thursday, March 12, 2026 at 4:00 PM, and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray and on the City website at least 24 hours prior to the beginning of the meeting.

CALL TO ORDER

Chair, Helen Grant called the meeting to order at 4:00 pm.

MEMBERS PRESENT

Councilmember Ward 4 Helen Grant, Chair
Councilmember Ward 1 David Gandesbery
Councilmember Ward 5 Brandon Nofire
Councilmember Ward 8 Scott Dixon

OTHERS PRESENT

Councilmember Ward 3 Robert Bruce
Councilmember Ward 6 Joshua Hinkle
Mayor Stephen Holman
Mr. Darrell Pyle, City Manager
Ms. Kathryn Walker, Assistant City Attorney IV
Ms. Beth Muckala, Assistant City Attorney III
Mr. Scott Sturtz, Public Works Director
Ms. Katherine Griffith, Administrative Technician III, City Clerk

AGENDA ITEMS

1. CONTINUED DISCUSSION OF THE CITY PROCESS WHEN CREATING A TAX INCREMENT FINANCE DISTRICT.

The Committee continued its discussion regarding the City's process for establishing Tax Increment Finance (TIF) districts.

Ms. Kathryn Walker, Assistant City Attorney IV, provided a draft policy and procedures document and went over information regarding the creation and implementation of Tax Increment Finance (TIF) Districts for the City of Norman.

She explained that the purpose of the proposed policy and procedures is to provide direction for the establishment and approval of Tax Increment Finance (TIF) districts and to set forth an application process for projects within the City of Norman.

It was noted that the City's use of TIF revenue should support efforts to reserve public resources for substantial and significant public benefit. These benefits may include, but are not limited to:

- Projects that strengthen the employment and economic base of the City
- Increase property values and tax revenues,
- Facilitate economic self-sufficiency,
- Promote projects of community-wide importance,
- Attract catalyst projects to targeted areas.

Additionally, TIF revenues should be used to accelerate the improvement of market conditions to support desired development that would not otherwise occur within the area or within a desired timeframe.

Ms. Walker reviewed the statutory criteria for creating a TIF District under the Local Development Act, 62 O.S. § 850 et seq. She explained that, in addition to statutory requirements, the City must ensure that each proposed TIF District meets the following criteria:

- Without dedicated funds from a TIF District, development or redevelopment would not otherwise occur.
- The use of a TIF District is an appropriate incentive tool for the proposed project(s).
- The area proposed for designation as a TIF District is projected to increase in real property taxable value within the first five years following establishment of the district.
- The proposed TIF District is expected to support development or revitalization within the district boundaries across multiple properties of separate ownership.
- The TIF District is expected to support and encourage development that will have a positive net fiscal impact on the City as a whole.

Ms. Walker further noted that the public purpose for any proposed TIF District must be clearly defined and may include:

- Removing barriers to development.
- Providing a catalytic center point for the revitalization of a designated area.
- Supporting infill development.
- Protecting existing community assets.
- Providing a future funding stream to support the issuance of bonds by a partner entity or to provide for a loan.

Councilmembers requested that an official definition of "affordable housing" be clarified and included in the policy and procedures. Additionally, Ms. Walker will provide the enterprise zone map at the next meeting to allow Council to further review and consider potential areas for designation as TIF districts.

The Committee discussed items they would like to see added to or removed from the policy and procedures, including establishing parameters for the committee, such as the number of members and the composition of the Stakeholder Committee.

The Committee asked Ms. Walker to revise the policy and procedures as discussed and to bring the updated document back to the Committee at the next Oversight Meeting. They also requested the applicable draft ordinance be ready at the April meeting for Committee review prior to submitting it to the full Council for consideration.

ADJOURNMENT

The meeting was adjourned at 4:51 pm.

ATTEST:

City Clerk

Mayor

CITY OF NORMAN, OK
CITY COUNCIL BUSINESS & COMMUNITY AFFAIRS COMMITTEE MEETING

Municipal Building, Executive Conference Room, 201 West Gray, Norman, OK 73069
Thursday, February 05, 2026, at 4:00 PM

MINUTES

The City Council Business & Community Affairs Committee of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Executive Conference Room on the 5th day of February, 2026, at 4:00 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.

CALL TO ORDER:
Chairman Peacock called meeting to order at 4:00 p.m.

PRESENT:
Councilmember Ward 2 Matthew Peacock (Chair)
Councilmember Ward 4 Helen Grant
Councilmember Ward 8 Scott Dixon

ABSENT:
Councilmember Ward 6 Joshua Hinkle

OTHERS PRESENT:
Councilmember Ward 1 David Gandesbery
Councilmember Ward 3 Robert Bruce
Councilmember Ward 7 Kimberly Blodgett
Mr. Darrel Pyle, City Manager
Ms. Kathryn Walker, Assistant City Attorney IV
Mr. Taylor Johnson, Transit and Parking Program Manager
Ms. Sandra Simeroth, Administrative Technician IV

AGENDA ITEMS

1. DISCUSSION REGARDING FUTURE FUNDING FOR LOCAL ECONOMIC DEVELOPMENT.

Chairman Peacock opened the discussion to consider potential future funding approaches for local economic development following the City's decision not to proceed with the Cleveland County Economic Development Coalition (CCEDC) contract.

Mr. Darrel Pyle, City Manager, provided an overview of the City's current and historical economic development efforts. He noted that the City's in-house economic development function is currently focused on retail attraction and retention and is led by our Chief Business and Community Relations Officer, Ms. Sara Kaplan.

Mr. Pyle discussed previous staffing structures, including the former Development Services Manager position, which assisted the development community in navigating City processes and reduced conflict between developers and City Staff. Coordination issues have significantly improved since that time. Mr. Pyle said following the decision not to proceed with the CCEDC contract, the City is evaluating alternative economic development models. One alternative discussed would be to create one or more in-house economic development positions. Examples from other municipalities were presented from the City of Edmond and the City of Broken Arrow, which utilize internal economic development staff focused on infill development, downtown revitalization, developer coordination, and interdepartmental collaboration. Related job descriptions were provided to Councilmembers to review.

Mr. Pyle noted that only the City Council may authorize the addition of positions to the City's organizational chart and that any such positions need to be included in the upcoming budget. Potential funding scenarios which could support one senior-level position or a combination of positions were discussed.

Chairman Peacock said since the City did not renew its contract with CCEDC those funds could be repurposed for in-house economic development positions.

Councilmembers discussed the value of in-house economic development staffing. Key discussion points included:

- The benefit of a City Staff member serving as a development liaison to assist developers and coordinate across City departments.
- The potential value of a two-person staffing model or a lead professional supported by an intern to provide complementary skill sets, continuity, and internal checks and balances.
- Consideration of partnerships with the University of Oklahoma for internship opportunities related to economic development.

Mr. Pyle stated that economic development staffing and initiatives would be evaluated within the broader annual budget process. This process balances departmental needs, statutory requirements, and available revenues. Council retains authority to amend the budget and authorize positions during the fiscal year as appropriate. He also noted that in the interim existing economic development funds may be used for strategic initiatives, including regional transit-related evaluation and transit-oriented development opportunities.

Item 1, continued

Councilmembers indicated support for continued evaluation of in-house economic development options. Staff were directed to incorporate the discussion into upcoming study sessions and the budget development process and return with additional analysis and recommendations.

ADJOURNMENT

The meeting was adjourned at 4:41 p.m.

ATTEST:

CITY CLERK

MAYOR

CITY OF NORMAN, OK
CITY COUNCIL FINANCE COMMITTEE MEETING

Municipal Building, Executive Conference Room, 201 West Gray, Norman, OK 73069
Thursday, March 19, 2026 at 4:00 PM

MINUTES

The City Council Finance Committee of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Executive Conference Room in the Municipal Building, on Thursday, March 19, 2026 at 4:00 PM, and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray and on the City website at least 24 hours prior to the beginning of the meeting.

CALL TO ORDER
PRESENT
Councilmember Ward 6 - Chair Joshua Hinkle
Councilmember Ward 1 David Gandesbery
Councilmember Ward 3 Robert Bruce
Councilmember Ward 4 Helen Grant

ABSENT
None

OTHERS
Mayor Stephen Holman
Bryce Holland, Multimedia Specialist
Clint Mercer, Director of Finance
Dannielle Risenhoover, Admin. Tech IV
Darrel Pyle, City Manager
Jacob Huckabaa, Budget Analyst
Jane Hudson, Director of Planning
Jason Murphy, Stormwater Program Manager
Kim Coffman, Budget Manager
Lisa Krieg, CDBG Grants Manager
Tara Reynolds, CDBG Financial Management Analyst
Scott Martin, Norman Chamber of Commerce

AGENDA ITEMS

1. DISCUSSION REGARDING MONTHLY REVENUE AND EXPENDITURE REPORTS.

City of Norman Director of Finance Clint Mercer gave the report. As of February 28, 2026, revenues were up 1.73% from the prior month; however, revenues were down about 1.1% from the year-to-date budget projections. The year-to-date hotel-motel room tax was up approximately 32% from last year. The General Fund expenses are down approximately 2.5% from budget projections. Mercer credits this to “Staff tightening the belt.” The City still has about $760,000 of its 1% reserve. Sales tax from March puts the City at 1.59% above the end of year revenue budget projections.

Items submitted for the record:
Monthly Financial Reports

2. CONTINUED DISCUSSION AND REVIEW OF OUTSIDE AGENCY FUNDING FOR FYE 2027.

Kim Coffman led the discussion. She explained that in 1973 the Social and Voluntary Services Commission was established to evaluate community needs and to support coordination among social service agencies. This agency receives annual funding from the Norman City Council and distributes it to eligible 201(c)3 organizations serving Norman. Norman City Council also has a history of providing funding to support other organizations, including the Center for Children & Families, the Norman Economic Development Coalition (NEDC), Firehouse Art Center, Moore-Lindsay Historical House Museum, Sooner Theater, and The Depot/Performing Arts Studio, several of which operate out of City-owned facilities without being charged rent. "The support for the organizations in City operated facilities includes a direct cash contribution and then the City also pays (a portion of the) utilities and facility upgrades," Coffman said. These agencies fill out a funding request packet each year that is presented to Council. The requests for Fiscal Year 2027 equal $910,381. "Funding decisions, including approval, denial, or adjustments to prior funding levels are made by consensus of the Finance Committee," Coffman said. She proposed a new process to help determine the amount of funding contributed to each outside agency applicant in the arts and cultural event categories. Coffman recommended that the Parks Board create their own application and evaluation process with the Finance Committee determining the total amount of funding available. "The Parks Board would award funding within those parameters set by Council (Finance Committee); so, you'd still have Council oversight in the process," Coffman said. "We're asking Council if you would be amendable to agreeing on the total contribution for these four categories or organizations. Because we didn't make any cuts in fiscal year 26 to any of these agencies, we are recommending cutting a total of 8% from fiscal year '26 levels. That does include utilities but does not include capital projects because we anticipate that we're still going to have to maintain these facilities that some of these organizations operate in. It would be staff's recommendation to fund a total of $784,343 (for fiscal year 2027), with the Social and Voluntary Services' funding remaining the same ($275,000 in funding)." Coffman reiterated her recommendation for the Parks Board to vet and determine the individual contributions for these organizations.

Several Committee Members expressed approval of Coffman's recommendations; however, Councilmember Bruce continued to express concerns. Councilmember Gandesbery stated, "I think that we've kind of met our objective for the night with the guest that we have and everything and definitely this conversation needs to be continued for sure."

Items submitted for the record:
"Outside Agency" PowerPoint Presentation

ADJOURNMENT
Chair Hinkle adjourned the meeting at approximately 5:00 PM.

ATTEST:

_____ _____

City Clerk Stephen Tyler Holman, Mayor

File Attachments for Item:

10. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-38: 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 PART OF THE NORTHWEST QUARTER (NW1/4) OF SECTION TWENTY-NINE (29), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE R-1, SINGLE FAMILY DWELLING DISTRICT, AND PLACE SAME IN THE SPUD, SIMPLE PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (521 E FRANK STREET; WARD 4)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 04/14/2026

REQUESTER: Ken & Sarah Hall

PRESENTER: Jane Hudson, Planning and Community Development Director

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-38: 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 PART OF THE NORTHWEST QUARTER (NW1/4) OF SECTION TWENTY-NINE (29), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE R-1, SINGLE FAMILY DWELLING DISTRICT, AND PLACE SAME IN THE SPUD, SIMPLE PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (521 E FRANK STREET; WARD 4)

APPLICANT/REPRESENTATIVE	Ken and Sarah Hall/Rieger, Sadler, Joyce, L.L.C.
LOCATION	521 E Frank Street
WARD	1
CORE AREA	Yes
EXISTING ZONING	R-1, Single-Family Dwelling District
EXISTING LAND USE	Mixed-Use
CHARACTER AREA	Core Neighborhood Area
PROPOSED ZONING	SPUD, Simple Planned Unit Development
PROPOSED LAND USE	No change
REQUESTED ACTION	Rezoning from R-1, Single-Family Dwelling District, to SPUD, Simple Planned Unit Development

SUMMARY:

Ken and Sarah Hall are requesting to rezone approximately 0.24 acres from R-1, Single-Family Dwelling District, to SPUD, Simple Planned Unit Development. The proposal includes a mixed-use development, with a residential unit on the second floor and a low-intensity commercial use, a tattoo studio, on the first floor. No expansion of the existing building is proposed, and all activities will occur within the current building footprint.

At the February 2026 Pre-Development meeting, the applicants stated the tattoo studio will operate by appointment only, with one staff member, and no appointments scheduled after 9:00 p.m.

EXISTING CONDITIONS:

SIZE OF SITE: 0.24 Acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	R-1	PUD	R-1	R-1	R-1
Land Use	Mixed-Use	Park (City of Norman Adult Wellness & Education Center)	Mixed-Use	Mixed-Use	Mixed-Use
Current Use	Residential	City of Norman Adult Wellness and Education Center	Residential	Residential	Residential

EXISTING ZONING DESIGNATION

R-1, Single-Family Dwelling District

This residential district is intended for single-family detached development, including accessory dwelling units (ADU's) and other accessory structures. Other uses compatible with single-family residential development are also allowed. Developments in this zoning district should have access to City services and located in the urbanized area.

LAND USE DESIGNATION

Mixed-Use

Urban, compact, walkable pattern. Low to no building spacing and separation of uses. Cultivates vibrant urban areas with an intense mix of uses that not only support residents and employers but leverage their location to attract visitors from throughout the region. For areas requiring retrofit or redevelopment, neighborhood or site master plans should be developed to encourage more efficient and attractive land use along with higher densities.

- Mixed-use areas should have a slightly higher non-residential to residential mix and a predominance of mixed-use structures.

- Gross densities in any single development should be greater than 18 units per acre.

CHARACTER AREA DESIGNATION

Core Neighborhood Area

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

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

The Core Neighborhood is defined by smaller, traditionally platted lots and older homes. Most streets within this Character Area are designed on a grid pattern, radiating from the BNSF rail line, and are highly connected to one another. Alleys are prominent and, although often used by local traffic, are in disrepair and in need of maintenance. Towards the commercial centers of this Character Area, taller buildings are more common, with the overarching height of residential structures being three stories or less. Areas where suburban residential subdivision development have occurred or are likely to occur (due to availability of water and sewer service). This area is characterized by low pedestrian orientation, existing but largely inconvenient public transit access, high to moderate degree of building and use separation, predominantly residential with scattered civic buildings and varied street patterns, often curvilinear.

NEAREST PUBLIC PARK

Francis Cate Park is located approximately 0.38 miles east of the subject property, traveling east on Frank Street to N. Carter Avenue.

PROCEDURAL REQUIREMENTS

PRE-DEVELOPMENT: PD26-1 February 26, 2026

Neighbors expressed concerns about parking and the proposed commercial use. The applicant stated the tattoo studio will operate by appointment only with one staff member, and no appointments scheduled after 9:00 p.m. The property includes three on-site parking spaces, with three additional on-street spaces available if needed.

BOARD OF PARKS COMMISSIONERS:

The property is considered legal non-conforming and is not required to plat as a part of this process. Board of Parks Commissioners review is not required for this rezoning.

REVIEW COMMENTS SECTION

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

CITY DEPARTMENTS
Fire Department
Building Permitting Review
Public Works/Engineering
Transportation Engineer
Planning
Utilities

FIRE DEPARTMENT
Items related to fire codes will be addressed during the building permit review.

BUILDING REVIEW
Items related to building code will be addressed during the building permit review.

PUBLIC WORKS/ENGINEERING
The proposal does not include any subdivision requirements or utility placement; therefore, Engineering has no comments.

TRANSPORTATION ENGINEER
The Transportation Engineer stated there are no traffic concerns associated with this proposal.

PLANNING
ZONING CODE CONSIDERATIONS
Purpose-SPUD, Simple Planned Unit Development
It is the intent of this section to encourage developments with a superior built environment brought about through unified development and to provide for the application of design ingenuity in such developments while protecting existing and future surrounding areas in achieving the goals of comprehensive plan of record. In addition, the SPUD provides for the following:

- Encourage efficient, innovative use of land in the placement and/or clustering of buildings in a development and protect the health, safety and welfare of the community.
- Contribute to the revitalization and/or redevelopment of areas where decline of any type has occurred. Promote infill development that is compatible and harmonious with adjacent uses and would otherwise not be an area that could physically be redeveloped under conventional zoning.
- Maintain consistency with the City's zoning ordinance, and other applicable plans, policies, standards and regulations on record.
- Approval of a zone change to a SPUD adopts the master plan prepared by the applicant and reviewed as a part of the application. The SPUD establishes new and specific requirements for the amount and type of land use, residential densities, if appropriate, development regulations and location of specific elements of the development, such as open space and screening.

*This request is **consistent** with the purpose of a SPUD, Simple Planned Unit Development, as the proposal is compatible and harmonious with adjacent uses. It allows for uses not allowed under conventional zoning while maintaining the exterior's residential character.*

Uses Permitted

- The applicant proposes to include all R-1 uses allowed by right, while allowing a non-residential use on the first floor. For a complete list of uses see Exhibit C.

*The proposed uses are **consistent** with and compatible with the surrounding uses. The area is predominantly occupied by single-family dwellings. Single-family dwellings are located to the east, west, and south.*

Area Regulations

- The SPUD Narrative states the existing buildings will be allowed to remain as shown on the Site Development Plan. Should the building be demolished and rebuilt, the property owner would be required to follow the setback requirements for the R-1 District. The area regulations for R-1 are as follows: a minimum front yard depth of 25', a minimum side yard of 5', and a minimum rear yard of 20'.

*The proposed project involves an existing structure, as shown on the Site Development Plan labeled Exhibit B. The front setback is legally nonconforming under current zoning regulations. The side and rear setbacks are compliant with R-1 zoning regulations and exceed the minimum required distances. The proposal is **consistent** with the surrounding properties.*

Height Regulations

- The SPUD Narratives states buildings are allowed to be two stories in height.

*The proposal is **consistent** with the height regulations in the surrounding area.*

Traffic Access, Circulation, Parking and Sidewalks

- Access to the property shall remain as depicted on the attached Site Development Plan, Exhibit B.

*The Site Plan shows two existing driveways, one on the west, one additional on the east, and an existing front walkway. The access and parking configuration are generally **consistent** with the surrounding neighborhood. While the narrative limits customer vehicles to three near the subject tract at any one time, it does not establish a maximum number of vehicles permitted to park on approved surfaces on the premises.*

Landscaping and Open Space

- Landscaping and Open Space shall remain as currently depicted on the Site Development Plan, Exhibit B.

*The SPUD Narrative and the Site Development Plan do not outline open space percentage, but the site is planned to continue as shown. Landscaping is not required. Due to the applicant's desire to maintain the residential character of the property, the proposal is **consistent** with the surrounding area.*

Signage

- Signage for the property will comply with the City's signage regulations for Low Density Residential Zones in Chapter 28, Sign Regulations.

*The proposal is **consistent** with the surrounding area as the Low-Density Residential sign regulations were created for signs in the R-1 District. The applicant will be required to submit a sign permit application for any signs requested by the applicant. No signs were labeled on the Site Development Plan.*

COMPREHENSIVE PLAN CONSIDERATIONS
Character Area Policies
General Policies

Residential Policies

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

*No exterior modifications are proposed for the existing structure on the property. The existing structure is **consistent** with the AIM Character Area General Residential Policies.*

Non-Residential Policies

- New non-residential development should use high quality building materials such as glass, brick, stone, wood or cementitious siding.
- Require that loading areas be located to the rear and sides of buildings and screened from view.
- Ensure that all sides of a parking garage that are visible from public view are architecturally consistent with the buildings it serves.
- Buildings in a corporate campus setting should have an internal pedestrian network between buildings.

The Non-Residential policies are not applicable, as the proposal involves an existing structure and does not include new construction, site redevelopment, or exterior building modifications.

Core Neighborhood Area Policies

- Continue to maintain and improve public facilities and infrastructure that supports infill development and reinvestment.
- Residential development should reinforce the Core through a combination of rehabilitation in the downtown area and compatible new infill development targeted to a broad range of income levels, including multi-unit townhomes, apartments, lofts, and condominiums.
- Focus mobility infrastructure on pedestrian comfort, safety, and convenience where there are smaller lots and greater proximity to a range of services.
- Ensure that redevelopment and infill developments:
  - Address the impact of parking and access:

    - Off-street parking should be screened from public right-of-way and placed in the rear of the lot for all development.
    - For residential development, access to garages and parking pads are encouraged from a rear loaded alley.
    - Alternative modes of transportation, including walking, rolling, biking, and public transit should be a priority with safe, clear connections. This includes improving sidewalks and filling gaps in the sidewalk network during development.
  - Reflects the scale and characters of surrounding properties:
    - Structures should not be significantly taller, further from the front property line, or be inconsistent with the massing of neighboring properties.
  - Reduce the impact of higher intensity uses to adjacent lower intensity uses with screening and landscaping. Native landscaping is encouraged.
  - Encourage activation of the street space along arterials with pedestrian amenities.
- Increased impervious area coverage should be mitigated using LID stormwater BMPs regardless of parcel size or existing impervious area coverage.
- New architecture should be compatible with existing neighborhoods. Modern, contemporary architecture should be limited but can be accommodated if scale transitions and architectural elements achieve continuity.

*The project is **consistent** with Core Neighborhood policies, as the proposal maintains the existing structure and does not introduce significant changes in height, setbacks, or massing, supporting compatibility with adjacent properties. While this proposal does not place parking in the rear of the property off the alley, existing curb cuts are being utilized, and no new curb cuts are proposed.*

Land Use Development Policies

Mixed-Use Policies

- Urban, compact, walkable pattern. Low to no building space and separation of uses. Cultivates vibrant urban areas with an intense mix of uses that not only support residents and employers but leverage their location to attract visitors from throughout the region. For areas requiring retrofit or redevelopment, neighborhood or site master plans should be developed to encourage more efficient and attractive land use along with higher densities.
- Mixed-use areas should have a slightly higher non-residential to residential mix and a predominance of mixed-use structures.
- Gross densities in any single development should be greater than 18 units per acre.

*The proposal is **consistent** with the establishment of a mixed-use environment by combining commercial and residential uses in a single structure. Without a complete redevelopment of the site, the proposal cannot meet the desired density because it is an existing structure being repurposed to allow for mixed uses.*

Building Types

- Medium and Small-scale 3 to 5-story buildings are common. Within existing developed areas, buildings may go up to 2-stories higher than surrounding properties.
- Multi-unit structures are the priority, but a variety of residential uses including townhomes, walk-ups, apartments, lofts, condominiums are present.

- Mixed-use buildings that include retail, workspaces, and residences are the most common.
- Public and private spaces (i.e. balconies, recreational roof decks, outdoor dining, etc.) are clearly defined and cultivate a sense of place.
- Single-use buildings are limited. Large single-use, single-story structures are not appropriate.

*The proposal is **consistent** with building types, as it incorporates a mixed-use building that combines a ground-floor commercial workspace with a residential unit above, reflecting the encouraged pattern of integrating retail or workspaces with residential uses within a single structure.*

Site Design

- The scale and layout of the built environment is conducive to walking.
- Trails and pathways are integrated throughout developments to connect to parks, neighborhoods, and community destinations.
- Single-use commercial and single-use multi-unit residential developments without connections to neighboring properties and uses disturb the development pattern and should be limited or avoided altogether.
- Design features, such as street/sidewalk level windows, should make larger scale structures appropriate at the pedestrian level.
- Street trees should form a continuous urban canopy over public areas and rights-of-way.
- Residential developments should include trails or side paths that facilitate resident movement and encourage resident interactions.
- Stormwater to be addressed at the project level but designed as part of a larger neighborhood or sub-basin system and, when possible, function as an amenity to the development.
- Site layout should take every opportunity to maximize the public infrastructure available in this area.

*The proposal is **consistent** with Site Design, as it introduces a mix of uses within the existing structure and discourages single-use development patterns.*

Transportation

- This area features a dense grid of streets and sidewalks. A full street hierarchy provides a variety of connections and route choices for people moving to, though, and within the area. Parking should not be prominent, but rather it should be obvious this area is designed to be a park-once environment. Shared parking is prevalent, with limited private parking options, which are screened from view of the right-of-way. Most of these areas have, or will have, easy access to public transportation (adjacent to or less than one quarter-mile walk of a stop). A future rail transit service is possible near some locations. It should be comfortable for users of all ages and abilities to move through this area safely. Access and connections to the regional trail network are vital assets to this land use.

*The proposal is **consistent** with the Transportation Policy as several existing sidewalks allow users to move through the area. Many of these older neighborhoods in the Core Area do not have sidewalks.*

Utility Access

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

*The proposed project is **consistent** with the Utility Access policy as the structure currently connects to existing utilities*.

Public Space

- Appropriately scaled public spaces including small parks, plazas, parklets, regional trail connections, and walking paths. Pedestrian amenities are commonly integrated into public and private projects.

The Public Space Policy does not apply to this project as the structure is existing in a single-family neighborhood.

Neighborhood and/or Special Area Plans

*This location **is within** the Central Norman Neighborhoods Neighborhood Study Area.*

UTILITIES

AIM NORMAN PLAN CONFORMANCE

The proposal is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT

The proposal meets requirements and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

Water Availability

Adequate capacity within the water system exists to serve the existing project.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the existing project.

Discussion The proposal is consistent with AIM Norman Land Use Plan and Character Area policies as it preserves the existing structure without significant changes to height, setbacks, or massing, thereby maintaining compatibility with adjacent properties. The proposal maintains the existing residential character of the property and does not disrupt the residential fabric of the area. Additionally, the integration of commercial and residential uses within a single structure supports the establishment of a mixed-use environment.

Conclusion: Staff forwards this request for rezoning from R-1, Single-Family Dwelling District, to SPUD, Simple Planned Unit Development, and Ordinance O-2526-38 for consideration by City Council.

PLANNING COMMISSION RESULTS:
At their meeting on March 12, 2026, the Planning Commission recommended approval of Ordinance O-2526-38 by a vote of 7-0.

O-2526-38

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 PART OF THE NORTHWEST QUARTER (NW1/4) OF SECTION TWENTY-NINE (29), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE R-1, SINGLE-FAMILY DWELLING DISTRICT, AND PLACE SAME IN A SPUD, SIMPLE PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (521 E. FRANK STREET; WARD 4)

§ 1. WHEREAS, Ken & Sarah Hall, the owners of the hereinafter described property, have made application to have the subject property removed from the R-1, Single-Family Dwelling District and placed in a SPUD, Simple Planned Unit Development; and

§ 2. WHEREAS, said application has been referred to the Planning Commission of said City and said body has, after conducting a public hearing on March 12, 2026 as required by law, considered the same and recommended that the same should be granted and an ordinance adopted to effect and accomplish such rezoning; and

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

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

§ 4. That Section 36-201 of the Code of the City of Norman, Oklahoma, is hereby amended so as to remove the following described property from the R-1, Single-Family Dwelling District and place the same in a SPUD, Simple Planned Unit Development, to wit:

Part of the Northwest Quarter (NW1/4) of section Twenty-nine (29), Township Nine (9) North, Range Two (2) West of the Indian Meridian, Cleveland County, Oklahoma, described as follows: Beginning at a point 60 feet North of NE/Corner of Lot Fifteen (15), in Block One (1) of G.H. COLLEY'S FIRST ADDITION, to the City of Norman, and running thence West 75 feet; thence North 140 feet; thence East 75 feet; thence South 140 feet to the place of beginning.

§ 5. Further, pursuant to the provisions of Section 36-510 of the Code of the City of Norman, as amended, the following condition is hereby attached to the zoning of the tract:

a. The site shall be developed in accordance with the SPUD Narrative, Site Development Plan, and supporting documentation, which are made a part hereof.

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

ADOPTED this _____ day of _____, 2026.

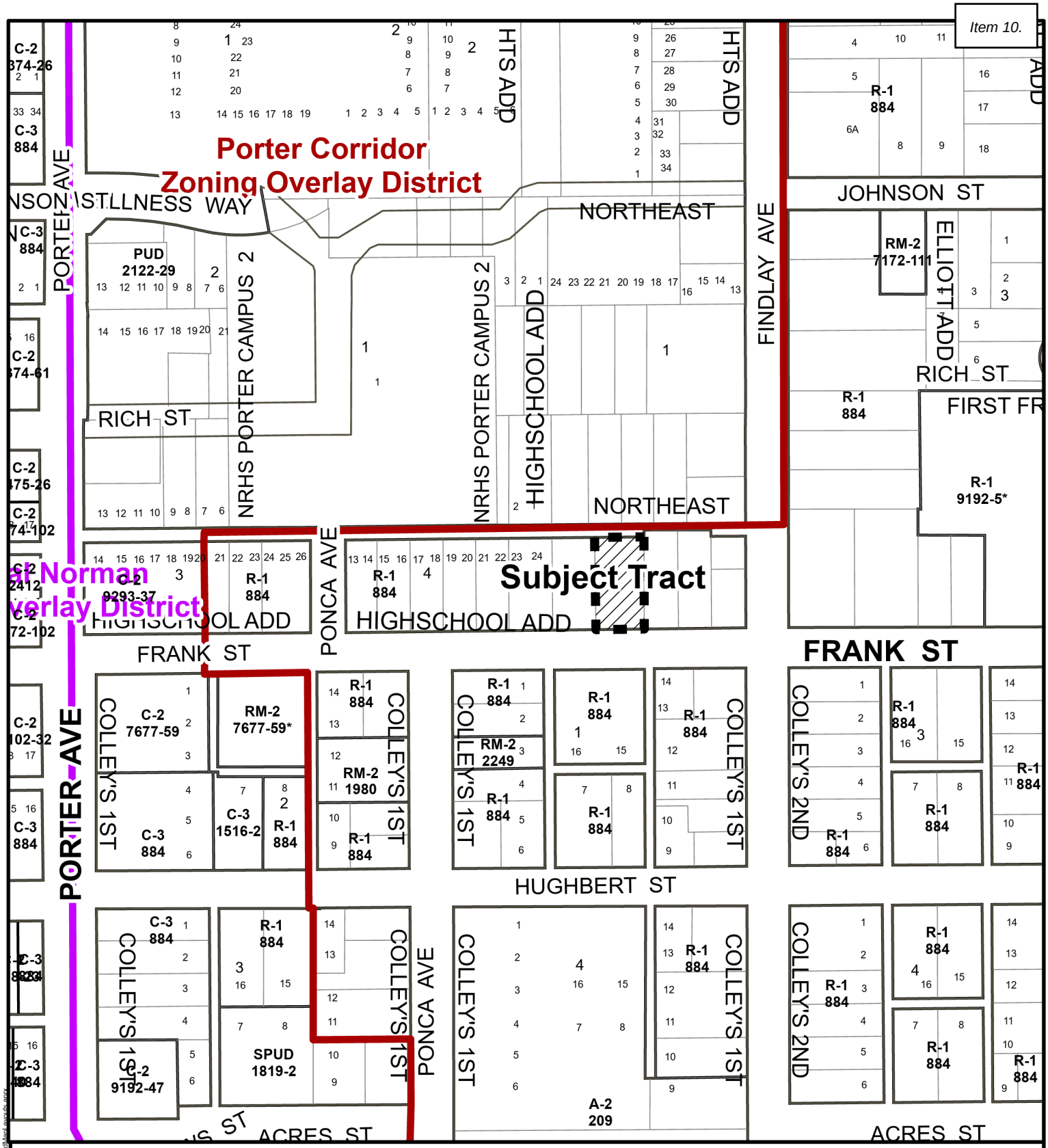
_____
(Mayor)

NOT ADOPTED this _____day of _____, 2026.

_____
(Mayor)

ATTEST:

_____
(City Clerk)



Location Map

Map Produced by the City of Norman Geographic Information System. The City of Norman assumes no responsibility for errors or omissions in the information presented.

January 6, 2026

0 100 200 Ft.

Subject Tract

521 E. Frank St.

A Simple Planned Unit Development

Applicant: Ken and Sarah Hall

521 E. Frank Street
Norman, Oklahoma

Application for:

Simple Planned Unit Development

Submitted January 2, 2026

Revised February 26, 2026

PREPARED BY:

RIEGER SADLER JOYCE LLC

136 Thompson Drive

Norman, Oklahoma 73069

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EXHIBITS

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

I. INTRODUCTION

A. **Background and Intent**. This Simple Planned Unit Development ("**SPUD**") is proposed by Ken and Sarah Hall (collectively, the "**Applicant**") for the property located at 521 E. Frank Street, Norman, Oklahoma, more particularly described on Exhibit A (the "**Property**"). The Property contains approximately 0.24 acres and is improved with an existing two-story building, a garage, and three (3) parking spaces.

The intent of this SPUD is to incorporate and preserve any and all uses permitted in the R-1, Single-Family Dwelling District, as amended from time to time, while allowing for a limited, low-intensity personal service use within the first floor of the existing building in a manner compatible with the surrounding area. No expansion of the existing building, additional structures, or material site modifications are proposed as part of this request. The proposed uses are confined entirely within the existing building footprint.

This SPUD is intended to provide flexibility for the use of the existing building while maintaining compliance with applicable City of Norman (the "**City**") development standards and without necessitating redevelopment of the Property.

II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS

A. Location. The Property is generally situated on E. Frank Street, between N. Ponca Avenue and N. Findlay Avenue, backing up to the AWE, Adult Wellness and Education Center.

B. Existing Land Use and Zoning. The Property's current zoning is R-1: Single-Family Dwelling District. The AIM Norman Future Land Use designation is Mixed Use and Character Area is Core.

C. Elevation and Topography. The Property is essentially flat with little to no elevation change throughout the entirety of the site.

D. Drainage. The drainage on the Property shall remain unchanged. In the event of redevelopment, the Property shall meet or exceed all applicable drainage ordinances.

E. Utility Services. No change to utility services is necessary. All necessary utilities for the Property (including water, sewer, gas, telecommunications, and electric) are currently located within the necessary proximity to serve the Property.

F. Fire Protection Services. No change is necessary. Fire protection services will be provided by the City of Norman Fire Department and by the Owner of the Property where required by building and fire protection codes in the structures.

G. Traffic Circulation and Access. No change to traffic circulation or access is requested.

III. DEVELOPMENT PLAN AND DESIGN CONCEPT

A. Permissible Uses. The Property is currently zoned R-1, Single-Family Dwelling District. The Property shall be permitted to be used for any and all uses allowed as a matter of right in the R-1, Single-Family Dwelling District, as amended from time to time. In addition to such permitted R-1 uses, the existing single-family home may contain, on the first floor only, a limited, low-intensity personal service use, subject to applicable City ordinances, codes, and regulations, as may be amended from time to time. The uses are more specifically set forth in Exhibit C.

No new construction, expansion, or exterior modification of the existing building is proposed or authorized by this SPUD. The additional permitted use of a low-intensity personal service use shall be conducted within the existing building footprint and in a manner consistent with the surrounding neighborhood character.

B. Development Criteria.

1. **Site Plan.** The existing buildings shall be allowed to remain as shown on the Property, as shown on Exhibit B. Building setbacks shall mirror City of Norman R-1 Single-Family Dwelling District setback requirements, as may be amended from time to time.

2. **Building Height**. Buildings are allowed to be two (2) stories in height.

3. **Signage**. All signage for the Property shall comply with the City's applicable "Low Density Residential Zone Sign Standards", as amended from time to time.

4. **Traffic Access and Sidewalks**. Access to the Property shall remain as it currently exists.

5. **Open Space**. Open space for the Property shall remain as currently exists.

6. **Parking**. The Property shall utilize its current parking layout, as shown on the Site Plan. There are three (3) parking locations, two (2) located on the west and one (1) on the east side of the Property, all belonging to this Property. On-street parking is currently allowed in this location.

7. **Landscaping.** The Property shall not be subject to any additional landscaping requirements.

8. **Legal Non-Conforming Property.** This property is not platted but is recognized as a Legal Non-Conforming Lot.

EXHIBIT A

LEGAL DESCRIPTION OF THE PROPERTY

Part of the Northwest Quarter (NW1/4) of Section Twenty-nine (29), Township Nine (9) North, Range Two (2) West of Indian Meridian, Cleveland County, Oklahoma, described as follows: Beginning at a point 60 feet North of the NE/Corner of Lot Fifteen (15), in Block One (1) of G.H. COLLEY'S FIRST ADDITION, to the City of Norman, and running thence West 75 feet; thence North 140 feet; thence East 75 feet; thence South 140 feet to the place of beginning.

EXHIBIT B

SITE DEVELOPMENT PLAN

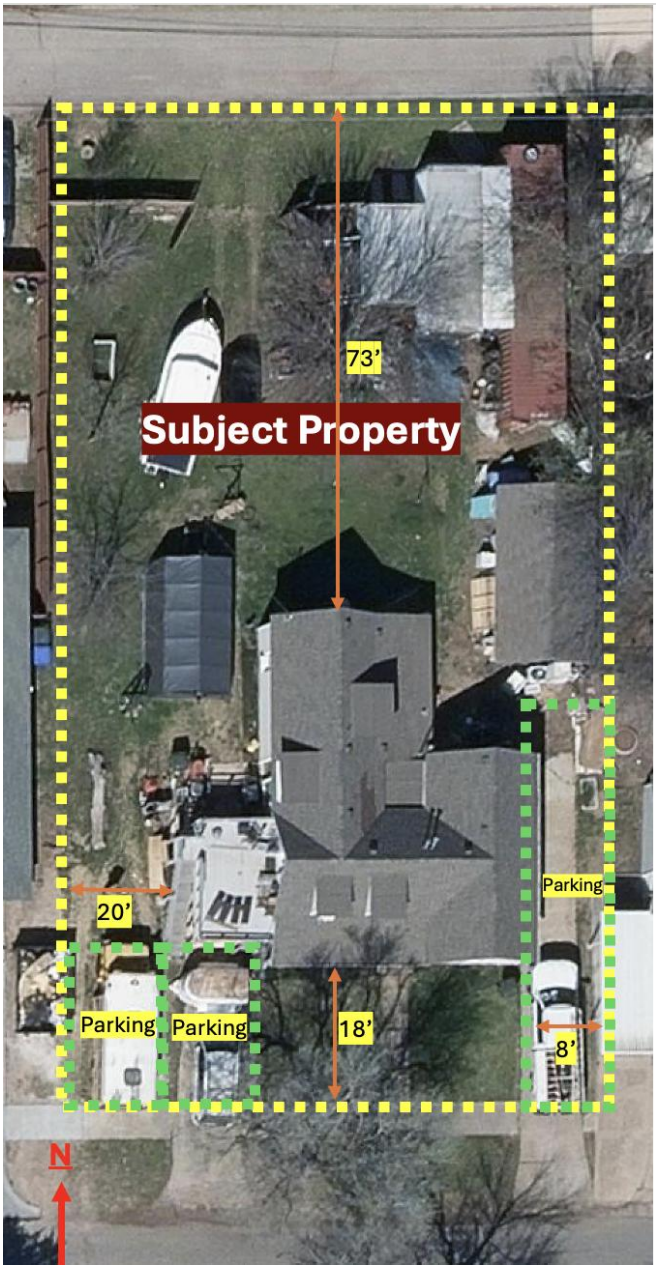


EXHIBIT C

ALLOWABLE USES

- The Property may be used for any and all uses permitted in the R-1, Single-Family Dwelling District pursuant to NCC § 36-514, as may be amended from time to time:
    - Detached one-family dwelling
    - Family day care home
    - General purpose farm or garden
    - Home occupation
    - Municipal recreation or water supply
    - Accessory buildings
    - One accessory dwelling unit (ADU), not exceeding 650 square feet
    - Commercial parking on University of Oklahoma home football game days, subject to the restrictions set forth in NCC § 36-514, as amended from time to time
    - Model home
    - Short-term rentals

- Low-intensity personal service uses, such as, by way of example and not limitation, a tattoo studio, on the first floor only, which includes customary and incidental accessory activities such as artist work areas, administrative areas, and the incidental retail sale of aftercare products and related merchandise. No more than three (3) customer vehicles associated with the tattoo studio may be parked on public streets within reasonably close proximity to the Property at any one time. However, there shall be no limit on tattoo studio customer vehicles parked on an approved parking surface on the Property.

Applicant: Ken and Sarah Hall

Project Location: 521 E Frank

Case Number: PD26-1

Time: 5:30 p.m.

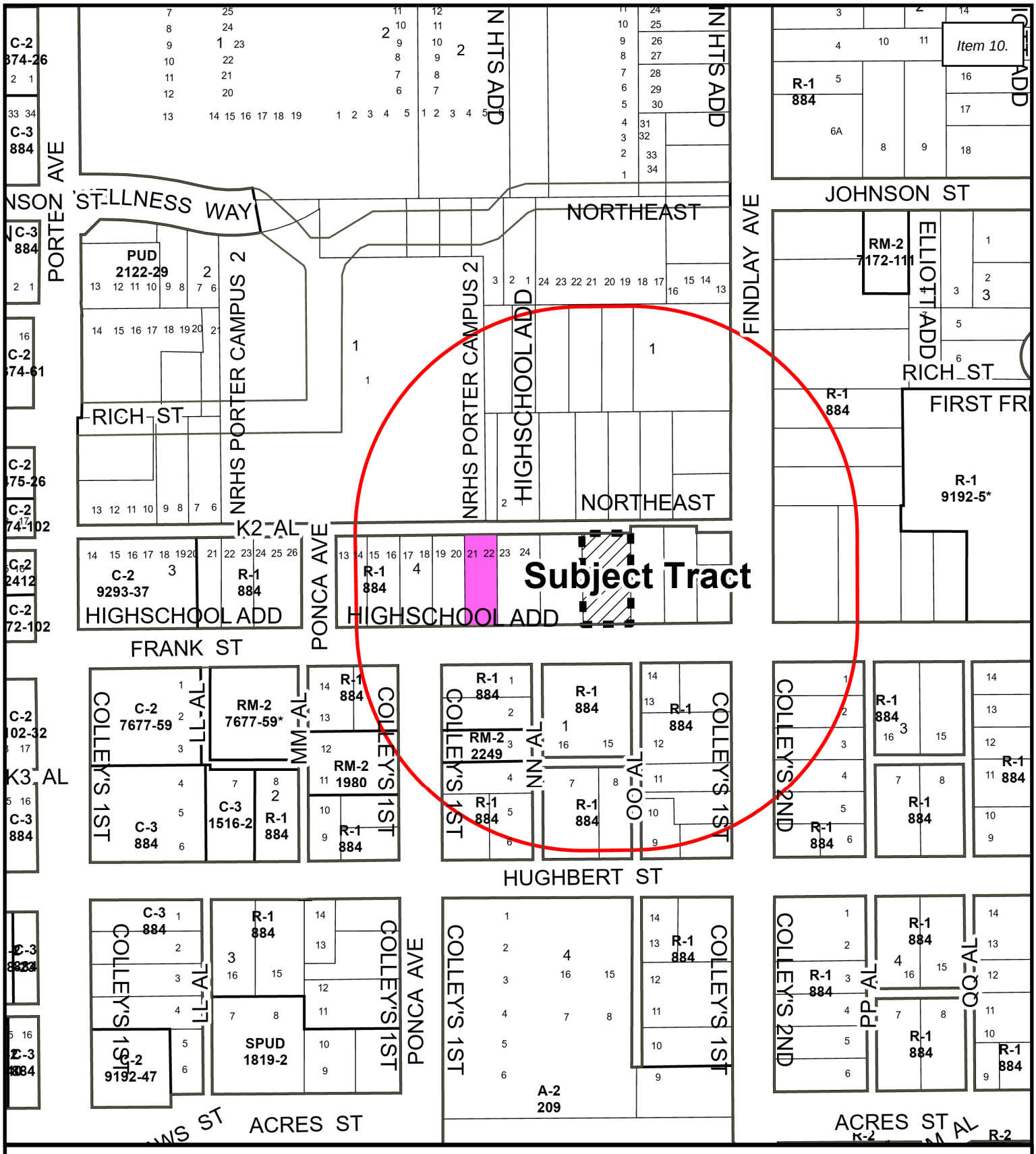
Applicant Representative:
Sean Reiger
Ben LaCourse

Attendees:
Erica Bird
Jack Stone
Mark Cox
Marquita and Brian Dickson

City Staff:
Kelly Abell, Planner I
AshLynn Wilkerson, Assistant City Attorney

Application Summary:
The applicant submitted a request for a rezoning from R-1, Single Family Dwelling District, to SPUD, Simple Planned Unit Development. The proposal is to facilitate a limited mixed-use configuration with a residential unit on the second floor and commercial use on the first floor for a tattoo studio.

Neighbors' Comments/Concerns/Responses:
Neighbors expressed concerns regarding parking and the proposed commercial use. The applicant stated that the tattoo studio will operate by appointment only, with one staff member and no appointments scheduled after 9:00 p.m. The property includes three on-site parking spaces, with three additional on-street spaces available if needed.



Protest Map

1.7% Protest Within Notification Area

Map Produced by the City of Norman Geographic Information System. The City of Norman assumes no responsibility for errors or omissions in the information presented.

N W E S

0 100 200 Feet

March 10, 2026

Subject Tract

Notification Area

Protest

Planning & Community Development Department,

We cannot attend the meeting on Thursday so we are submitting this letter instead. We appreciate the details that were shared at the last meeting on the request. We are not in favor of a business in a residential area. In the documents from 2011 CBDG it states that businesses should border the neighborhood. We would like to preserve the integrity of the neighborhood to remain residential only with businesses bordering the neighborhood.

From the 2011 document: "The neighborhood was zoned R-1 Single-Family in 1954, This zoning has remained in place ever since. This designation has allowed the maintenance of the neighborhood's predominantly single-family land use and the character of the neighborhood."

Increased noise, hours of operation, traffic and signage are a drawback as well. The property is in a Core Neighborhood Area and a SPUD area disrupts the established density, and character of the neighborhood. We believe the rezoning may be contrary to the Norman 2025 Land Use & Transportation Plan but have not had time to look into that more.

We like our neighbors and our neighborhood. We would just prefer there not be businesses within houses on the interior of the neighborhood.

Brian Dickinson

Marquita Dickinson

513 E. Frank St.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 03/12/2026

REQUESTER: Ken & Sarah Hall

PRESENTER: Kelly Abell, Planner I

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-38: 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 PART OF THE NORTHWEST QUARTER (NW1/4) OF SECTION TWENTY-NINE (29), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE R-1, SINGLE FAMILY DWELLING DISTRICT, AND PLACE SAME IN THE SPUD, SIMPLE PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (521 E FRANK STREET; WARD 4)

APPLICANT/REPRESENTATIVE	Ken and Sarah Hall/Rieger, Sadler, Joyce, LLC
LOCATION	521 E Frank Street
WARD	1
CORE AREA	Yes
EXISTING ZONING	R-1, Single-Family Dwelling District
EXISTING LAND USE	Mixed-Use
CHARACTER AREA	Core Neighborhood Area
PROPOSED ZONING	SPUD, Simple Planned Unit Development
PROPOSED LAND USE	No change

REQUESTED ACTION Rezoning from R-1, Single-Family Dwelling District, to SPUD, Simple Planned Unit Development

SUMMARY:

The applicants, Ken and Sarah Hall, are requesting to rezone approximately 0.24 acres from R-1, Single-Family Dwelling District, to SPUD, Simple Planned Unit Development. The applicant is proposing a residential unit on the second floor and a low intensity commercial unit on the first floor for a tattoo studio. No expansion of the building is planned; all activity will take place within the existing building footprint.

EXISTING CONDITIONS:

SIZE OF SITE: 0.24 Acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	R-1	PUD	R-1	R-1	R-1
Land Use	Mixed-Use	Park (City of Norman Adult Wellness & Education Center)	Mixed-Use	Mixed-Use	Mixed-Use
Current Use	Residential	City of Norman Adult Wellness and Education Center	Residential	Residential	Residential

EXISTING ZONING DESIGNATION

R-1, Single-Family Dwelling District

This residential district is intended for single-family detached development, including accessory dwelling units (ADU's) and other accessory structures. Other uses compatible with single-family residential development are also allowed. Developments in this zoning district should have access to City services and be in the urbanized area.

LAND USE DESIGNATION

Mixed-Use

Urban, compact, walkable pattern. Low to no building spacing and separation of uses. Cultivates vibrant urban areas with an intense mix of uses that not only support residents and employers but leverage their location to attract visitors from throughout the region. For areas requiring retrofit or redevelopment, neighborhood or site master plans should be developed to encourage more efficient and attractive land use along with higher densities.

- Mixed-use areas should have a slightly higher non-residential to residential mix and a predominance of mixed-use structures.
- Gross densities in any single development should be greater than 18 units per acre.

CHARACTER AREA DESIGNATION

Core Neighborhood Area

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

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

The Core Neighborhood is defined by smaller, traditionally platted lots and older homes. Most streets within this Character Area are designed on a grid pattern, radiating from the BNSF rail line, and are highly connected to one another. Alleys are prominent and, although often used by local traffic, are in disrepair and in need of maintenance. Towards the commercial centers of this Character Area, taller buildings are more common, with the overarching height of residential structures being three stories or less. Areas where suburban residential subdivision development have occurred or are likely to occur (due to availability of water and sewer service). This area is characterized by low pedestrian orientation, existing but largely inconvenient public transit access, high to moderate degree of building and use separation, predominantly residential with scattered civic buildings and varied street patterns, often curvilinear.

NEAREST PUBLIC PARK

Francis Cate Park is located approximately 0.38 miles east of the subject property, traveling east on Frank Street to N. Carter Avenue.

PROCEDURAL REQUIREMENTS

PRE-DEVELOPMENT: PD26-1 February 26, 2026

Neighbors expressed concerns about parking and the proposed commercial use. The applicant stated the tattoo studio will operate by appointment only with one staff member, and no appointments scheduled after 9:00 p.m. The property includes three on-site parking spaces, with three additional on-street spaces available if needed.

BOARD OF PARKS COMMISSIONERS:

The property is considered legal non-conforming and is not required to plat as a part of this process. Board of Parks Commissioners review is not required for this rezoning.

REVIEW COMMENTS SECTION

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

CITY DEPARTMENTS

Fire Department

Building Permitting Review
Public Works/Engineering
Transportation Engineer
Planning
Utilities

FIRE DEPARTMENT
Items related to fire codes will be addressed during the building permit review.

BUILDING REVIEW
Items related to building code will be addressed during the building permit review.

PUBLIC WORKS/ENGINEERING
The proposal does not include any subdivision requirements or utility placement; therefore, Engineering has no comments.

TRANSPORTATION ENGINEER
The Transportation Engineer stated there are no traffic concerns associated with this proposal.

PLANNING
ZONING CODE CONSIDERATIONS
Purpose-SPUD, Simple Planned Unit Development
It is the intent of this section to encourage developments with a superior built environment brought about through unified development and to provide for the application of design ingenuity in such developments while protecting existing and future surrounding areas in achieving the goals of comprehensive plan of record. In addition, the SPUD provides for the following:

- Encourage efficient, innovative use of land in the placement and/or clustering of buildings in a development and protect the health, safety and welfare of the community.
- Contribute to the revitalization and/or redevelopment of areas where decline of any type has occurred. Promote infill development that is compatible and harmonious with adjacent uses and would otherwise not be an area that could physically be redeveloped under conventional zoning.
- Maintain consistency with the City's zoning ordinance, and other applicable plans, policies, standards and regulations on record.
- Approval of a zone change to a SPUD adopts the master plan prepared by the applicant and reviewed as a part of the application. The SPUD establishes new and specific requirements for the amount and type of land use, residential densities, if appropriate, development regulations and location of specific elements of the development, such as open space and screening.

*This request is **consistent** with the purpose of a SPUD, Simple Planned Unit Development, as the proposal is compatible and harmonious with adjacent uses. It allows for uses not allowed under conventional zoning while maintaining the exterior's residential character.*

Uses Permitted

- The applicant proposes to include all R-1 uses allowed by right, while allowing a non-residential use on the first floor. For a complete list of uses see Exhibit C.

*The proposed uses are **consistent** with and compatible with the surrounding uses. The area is predominantly occupied by single-family dwellings. Single-family dwellings are located to the east, west, and south.*

Area Regulations

- The SPUD Narrative states the existing buildings will be allowed to remain as shown on the Site Development Plan. Should the building be demolished and rebuilt, the property owner would be required to follow the setback requirements for the R-1 District. The area regulations for R-1 are as follows: a minimum front yard depth of 25', a minimum side yard of 5', and a minimum rear yard of 20'.

*The proposed project involves an existing structure, as shown on the Site Development Plan labeled Exhibit B. The front setback is legally nonconforming under current zoning regulations. The side and rear setbacks are compliant with R-1 zoning regulations and exceed the minimum required distances. The proposal is **consistent** with the surrounding properties.*

Height Regulations

- The SPUD Narratives states buildings are allowed to be two stories in height.

*The proposal is **consistent** with the height regulations in the surrounding area.*

Traffic Access, Circulation, Parking and Sidewalks

- Access to the property shall remain as depicted on the attached Site Development Plan, Exhibit B.

*The Site Plan shows two existing driveways, one on the west, one additional on the east, and an existing front walkway. The access and parking configuration are generally **consistent** with the surrounding neighborhood. While the narrative limits customer vehicles to three near the subject tract at any one time, it does not establish a maximum number of vehicles permitted to park on approved surfaces on the premises.*

Landscaping and Open Space

- Landscaping and Open Space shall remain as currently depicted on the Site Development Plan, Exhibit B.

*The SPUD Narrative and the Site Development Plan do not outline open space percentage, but the site is planned to continue as shown. Landscaping is not required. Due to the applicant's desire to maintain the residential character of the property, the proposal is **consistent** with the surrounding area.*

Signage

- Signage for the property will comply with the City's signage regulations for Low Density Residential Zones in Chapter 28, Sign Regulations.

*The proposal is **consistent** with the surrounding area as the Low-Density Residential sign regulations were created for signs in the R-1 District. The applicant will be required to submit a sign permit application for any signs requested by the applicant. No signs were labeled on the Site Development Plan.*

COMPREHENSIVE PLAN CONSIDERATIONS
Character Area Policies
General Policies

Residential Policies

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

*No exterior modifications are proposed for the existing structure on the property. The existing structure is **consistent** with the AIM Character Area General Residential Policies.*

Non-Residential Policies

- New non-residential development should use high quality building materials such as glass, brick, stone, wood or cementitious siding.
- Require that loading areas be located to the rear and sides of buildings and screened from view.
- Ensure that all sides of a parking garage that are visible from public view are architecturally consistent with the buildings it serves.
- Buildings in a corporate campus setting should have an internal pedestrian network between buildings.

The Non-Residential policies are not applicable, as the proposal involves an existing structure and does not include new construction, site redevelopment, or exterior building modifications.

Core Neighborhood Area Policies

- Continue to maintain and improve public facilities and infrastructure that supports infill development and reinvestment.
- Residential development should reinforce the Core through a combination of rehabilitation in the downtown area and compatible new infill development targeted to a broad range of income levels, including multi-unit townhomes, apartments, lofts, and condominiums.
- Focus mobility infrastructure on pedestrian comfort, safety, and convenience where there are smaller lots and greater proximity to a range of services.
- Ensure that redevelopment and infill developments:
  - Address the impact of parking and access:
    - Off-street parking should be screened from public right-of-way and placed in the rear of the lot for all development.

    - For residential development, access to garages and parking pads are encouraged from a rear loaded alley.
    - Alternative modes of transportation, including walking, rolling, biking, and public transit should be a priority with safe, clear connections. This includes improving sidewalks and filling gaps in the sidewalk network during development.
  - Reflects the scale and characters of surrounding properties:
    - Structures should not be significantly taller, further from the front property line, or be inconsistent with the massing of neighboring properties.
  - Reduce the impact of higher intensity uses to adjacent lower intensity uses with screening and landscaping. Native landscaping is encouraged.
  - Encourage activation of the street space along arterials with pedestrian amenities.
- Increased impervious area coverage should be mitigated using LID stormwater BMPs regardless of parcel size or existing impervious area coverage.
- New architecture should be compatible with existing neighborhoods. Modern, contemporary architecture should be limited but can be accommodated if scale transitions and architectural elements achieve continuity.

*The project is **consistent** with Core Neighborhood policies, as the proposal maintains the existing structure and does not introduce significant changes in height, setbacks, or massing, supporting compatibility with adjacent properties. While this proposal does not place parking in the rear of the property off the alley, existing curb cuts are being utilized and no new curb cuts are proposed.*

Land Use Development Policies

Mixed-Use Policies

- Urban, compact, walkable pattern. Low to no building space and separation of uses. Cultivates vibrant urban areas with an intense mix of uses that not only support residents and employers but leverage their location to attract visitors from throughout the region. For areas requiring retrofit or redevelopment, neighborhood or site master plans should be developed to encourage more efficient and attractive land use along with higher densities.
- Mixed-use areas should have a slightly higher non-residential to residential mix and a predominance of mixed-use structures.
- Gross densities in any single development should be greater than 18 units per acre.

*The proposal is **consistent** with the establishment of a mixed-use environment by combining commercial and residential uses in a single structure. Without a complete redevelopment of the site, the proposal cannot meet the desired density because it is an existing structure being repurposed to allow for mixed uses.*

Building Types

- Medium and Small-scale 3 to 5-story buildings are common. Within existing developed areas, buildings may go up to 2-stories higher than surrounding properties.
- Multi-unit structures are the priority, but a variety of residential uses including townhomes, walk-ups, apartments, lofts, condominiums are present.
- Mixed-use buildings that include retail, workspaces, and residences are the most common.

- Public and private spaces (i.e. balconies, recreational roof decks, outdoor dining, etc.) are clearly defined and cultivate a sense of place.
- Single-use buildings are limited. Large single-use, single-story structures are not appropriate.

*The proposal is **consistent** with building types, as it incorporates a mixed-use building that combines a ground-floor commercial workspace with a residential unit above, reflecting the encouraged pattern of integrating retail or workspaces with residential uses within a single structure.*

Site Design

- The scale and layout of the built environment is conducive to walking.
- Trails and pathways are integrated throughout developments to connect to parks, neighborhoods, and community destinations.
- Single-use commercial and single-use multi-unit residential developments without connections to neighboring properties and uses disturb the development pattern and should be limited or avoided altogether.
- Design features, such as street/sidewalk level windows, should make larger scale structures appropriate at the pedestrian level.
- Street trees should form a continuous urban canopy over public areas and rights-of-way.
- Residential developments should include trails or side paths that facilitate resident movement and encourage resident interactions.
- Stormwater to be addressed at the project level but designed as part of a larger neighborhood or sub-basin system and, when possible, function as an amenity to the development.
- Site layout should take every opportunity to maximize the public infrastructure available in this area.

*The proposal is **consistent** with Site Design, as it introduces a mix of uses within the existing structure and discourages single-use development patterns.*

Transportation

- This area features a dense grid of streets and sidewalks. A full street hierarchy provides a variety of connections and route choices for people moving to, though, and within the area. Parking should not be prominent, but rather it should be obvious this area is designed to be a park-once environment. Shared parking is prevalent, with limited private parking options, which are screened from view of the right-of-way. Most of these areas have, or will have, easy access to public transportation (adjacent to or less than one quarter-mile walk of a stop). A future rail transit service is possible near some locations. It should be comfortable for users of all ages and abilities to move through this area safely. Access and connections to the regional trail network are vital assets to this land use.

*The proposal is **consistent** with the Transportation Policy as existing sidewalks allow users to move through the area safely.*

Utility Access

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

*The proposed project is **consistent** with the Utility Access policy as the structure currently connects to existing utilities*.

Public Space

- Appropriately scaled public spaces including small parks, plazas, parklets, regional trail connections, and walking paths. Pedestrian amenities are commonly integrated into public and private projects.

The Public Space Policy does not apply to this project as the structure is existing in a single-family neighborhood.

Neighborhood and/or Special Area Plans
*This location **is within** the Central Norman Neighborhoods Neighborhood Study Area.*

UTILITIES

AIM NORMAN PLAN CONFORMANCE
The proposal is in accordance with AIM Water and Wastewater Utility Master Plans.

SOLID WASTE MANAGEMENT
The proposal meets requirements and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

Water Availability
Adequate capacity within the water system exists to serve the existing project.

Wastewater Availability
Adequate capacity within the wastewater system exists to serve the existing project.

Discussion The proposal is consistent with AIM Norman Land Use Plan and Character Area policies as it preserves the existing structure without significant changes to height, setbacks, or massing, thereby maintaining compatibility with adjacent properties. The proposal maintains the existing residential character of the property and does not disrupt the residential fabric of the area. Additionally, the integration of commercial and residential uses within a single structure supports the establishment of a mixed-use environment.

Conclusion: Staff forwards this request for rezoning from R-1, Single-Family Dwelling District, to SPUD, Simple Planned Unit Development, and Ordinance O-2526-38 to the Planning Commission for consideration and recommendation to City Council.

521 E Frank Street Rezoning

2. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-38: 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 PART OF THE NORTHWEST QUARTER (NW1/4) OF SECTION TWENTY-NINE (29), TOWNSHIP NINE (9) NORTH, RANGE TWO (2) WEST OF THE INDIAN MERIDIAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE R-1, SINGLE FAMILY DWELLING DISTRICT, AND PLACE SAME IN THE SPUD, SIMPLE PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (521 E FRANK STREET; WARD 4)

ITEMS SUBMITTED FOR THE RECORD

1. **Staff Report**
2. **Location Map**
3. **Narrative**
4. **Pre-Development Summary, 2-26-26**
5. **Protest Map & Letters**

Staff Presentation

Kelly Abell, Planner I, presented the Staff Report for the 521 E. Frank Street project.

Commission had no questions for staff.

Applicant Presentation

Ben LaCourse, representative of the applicant, presented the 521 E. Frank Street project.

Commission had no questions for staff.

Public Comments

There were no public comments.

Planning Commission Discussion

There was no further Planning Commission discussion.

Motion made by Commissioner McDaniel, **Seconded** by Secretary Parker.

Voting Yea: Commissioner Brewer, Commissioner McClure, Chair Bird, Secretary Parker, Vice Chair Jablonski, Commissioner McDaniel, Commissioner Kindel

Planning Commission recommended approval of O-2526-38.

File Attachments for Item:

11. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-43: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE TRACT OF LAND BEING A PART OF THE NORTHWEST QUARTER (NW/4), SOUTHWEST QUARTER (SW/4) AND SOUTHEAST QUARTER (SE/4) OF SECTION THIRTY-FIVE (35), TOWNSHIP NINE NORTH (T9N), RANGE THREE WEST (R3W) OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM A PUD, PLANNED UNIT DEVELOPMENT, AND PLACE SAME IN A PUD, PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (GENERALLY LOCATED SOUTH OF W MAIN STREET, WEST OF ED NOBLE PARKWAY, NORTH OF W LINDSEY STREET, AND EAST OF 36TH AVENUE SW; WARD 3)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 4/14/2026

REQUESTER: Bob Moore Farms North, LLC

PRESENTER: Jane Hudson, Planning and Community Development Director

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-43: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE TRACT OF LAND BEING A PART OF THE NORTHWEST QUARTER (NW/4), SOUTHWEST QUARTER (SW/4) AND SOUTHEAST QUARTER (SE/4) OF SECTION THIRTY-FIVE (35), TOWNSHIP NINE NORTH (T9N), RANGE THREE WEST (R3W) OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM A PUD, PLANNED UNIT DEVELOPMENT, AND PLACE SAME IN A PUD, PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (GENERALLY LOCATED SOUTH OF W MAIN STREET, WEST OF ED NOBLE PARKWAY, NORTH OF W LINDSEY STREET, AND EAST OF 36TH AVENUE SW; WARD 3)

APPLICANT/REPRESENTATIVE	Bob Moore Farms North, L.L.C./Rieger Sadler Joyce, L.L.C.
LOCATION	South of W Main Street, west of Ed Noble Parkway, north of W Lindsey Street, and east of 36th Avenue SW.
WARD	3
CORE AREA	No
EXISTING ZONING	PUD, Planned Unit Development
EXISTING LAND USE DESIGNATIONS	Urban High, Urban Living Center, and Mixed-Use
CHARACTER AREA	Corridor (In-Town)
PROPOSED ZONING	PUD, Planned Unit Development

PROPOSED LAND USE No Change

REQUESTED ACTION Rezone to PUD, Planned Unit Development to allow for the placement of a multifamily residential development

SUMMARY:

Bob Moore Farms North, L.L.C., is requesting to rezone the subject property from PUD, Planned Unit Development to PUD, Planned Unit Development to amend the adopted Site Development Plan/Narrative. The proposed PUD removes commercial uses from the list of allowed uses and establishes a new Preliminary Site Development Plan for a multifamily development.

EXISTING CONDITIONS:

SIZE OF SITE: 55.7 acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	PUD	C-2	C-2 & RM-6	R-1, PUD, RM-6, & PL	R-1 & PUD
Land Use	Urban High, Urban Living Center, & Mixed-Use	Mixed-Use	Mixed-Use	Urban Low, Urban Living Center, Urban High	Urban Low, Urban Medium, & Urban High
Current Use	Vacant	Commercial	Commercial	Residential (Single-Family) & Vacant	Residential (Single-Family & Multifamily)

ZONING DESIGNATION

PUD, Planned Unit Development

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 maximum choice in the types of environment and living units available to the public.

- 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.
- Maximum enhancement and minimal disruption of existing natural features and amenities.
- 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.
- More efficient and economic use of land resulting in smaller networks of utilities and streets, thereby lowering costs.
- 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.

LAND USE DESIGNATION

Mixed-Use

Urban, compact, walkable pattern. Low to no building spacing and separation of uses. Cultivates vibrant urban areas with an intense mix of uses that not only support residents and employers but leverage their location to attract visitors from throughout the region. For areas requiring retrofit or redevelopment, neighborhood or site master plans should be developed to encourage more efficient and attractive land use along with higher densities.

- Mixed-use areas should have a slightly higher non-residential to residential mix and a predominance of mixed-use structures.
- Gross densities in any single development should be greater than 18 units per acre.

Urban Living Center

Most compact, walkable pattern of urban development. Low to no building spacing and separation of uses. Vibrant urban areas with an intense mix of uses that not only support residents and employers but leverage their location to attract visitors from throughout the region.

- Urban Living Center areas strive for a balance of residential and non-residential uses and predominance of mixed-use development of compatible densities and scales. Current market conditions and demand for housing over commercial spaces will likely result in a slightly higher mix of residential in these areas.
- Gross densities in any single development should be greater than 18 units per acre.

Urban High

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

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

CHARACTER AREA DESIGNATIONS

Corridor Areas

Corridor Areas are developed or undeveloped land on both sides of a roadway; primarily designated, although not limited to, commercial and mixed-use development with auto-centric design. Scale and location affect the type and intensity of these uses. Corridor character is determined by scale and is recognized in three main areas. (Gateway, In-Town, and Downtown)

In-Town Corridors

Arterial streets servicing neighborhood needs including commercial, residential, civic, and recreational uses. Already or likely to experience uncontrolled strip development if growth is not properly managed. Anticipating high public transit access, including stops and shelters in locations safe for passengers and operations. These corridors are managed under Suburban Neighborhood Character Area policies and Action Items.

NEAREST PUBLIC PARK

Cherry Creek Park is approximately 0.5 miles southwest of the subject property. This park is accessible via sidewalks located in the Western View and Cherry Creek neighborhoods. For safe pedestrian crossing across 36th Ave. SW, pedestrians must cross at 36th Ave. SW and Main Street with an existing signalized intersection.

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT: PD26-3 January 22, 2026

Several neighboring residents were in attendance and asked questions related to the project. Some attendees raised questions about how many new residential units were being proposed, and how many new occupants were expected. Sean Riger, the applicant's representative, stated that the number of dwelling units and potential occupants has not been determined, but will be included in the information presented to Planning Commission and City Council should a rezoning application move forward. Other attendees voiced their preference for the development's access to be taken off 36th Avenue S.W., rather than Willow Bend Drive, as presented. Mr. Rieger stated that it was the City of Norman's preference that there be minimal access points on arterial streets, and added that additional access to the development is proposed to the north of the site, closer to W. Main Street. A follow-up question was posed regarding the potential for additional turn lanes to be placed on 36th Avenue S.W. to accommodate the increased traffic. Mr. Rieger stated that such items would be addressed through a future traffic study conducted for the development. Other attendees inquired about the impact the development will have on stormwater runoff in the area, to which the applicant's engineer responded that there should be no impact to the surrounding area in terms of stormwater. One attendee asked why the commercial component was no longer a part of the proposed development. Mr. Rieger stated that the developer determined residential development to be a more favorable investment. Finally, some attendees asked what the timeline would be for the first and second phases, and if there would be more phases to come.

Mr. Rieger responded that it would likely take years to break ground on Phase 1, and likely even longer for Phase 2, subject to market forces. He continued by saying that any future phases would require starting the current process over again, including another Pre-Development meeting, and Planning Commission and City Council review.

BOARD OF PARKS COMMISSIONERS: **March 5, 2026**

Parks Staff recommends fee in lieu of parkland. This fee would be used either at Cherry Creek Park or to purchase parkland near this addition in the future, if it becomes available. The Board of Parks Commissioners voted to approve fee-in-lieu of parkland, with a recommendation that a controlled pedestrian crossing at 36th Avenue SW be added if possible, by a vote of 7-0.

REVIEW COMMENTS:

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

CITY DEPARTMENTS

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

FIRE DEPARTMENT

Additional construction details are required to determine fire hydrant requirements and fire lane specifications for the proposed building(s). These items will be addressed during the building permit stage. For details, view the City of Norman Ordinances and adopted 2018 ICC codes as amended by OUBCC including IFC Appendices B, C, and D.

BUILDING REVIEW

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

PUBLIC WORKS/ENGINEERING

Please see attached report from the Engineer regarding the associated preliminary plat request.

TRANSPORTATION ENGINEER

Please see attached report from the Transportation Engineer regarding the associated preliminary plat request.

PLANNING

ZONING CODE CONSIDERATIONS

PUD, Planned Unit Development

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 maximum choice in the types of environment and living units available to the public.
- 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.
- Maximum enhancement and minimal disruption of existing natural features and amenities.
- 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.
- More efficient and economic use of land resulting in smaller networks of utilities and streets, thereby lowering costs.
- 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.

*The applicant requests a rezoning to PUD, Planned Unit Development, to allow a multifamily residential development with greater flexibility than is currently available under other district regulations. The subject property is already zoned PUD; this request is to redesign the site and change the previously approved uses. The proposal is **consistent** with the purpose of a PUD.*

Uses Permitted

- Allowed uses within the PUD include multi-family residential dwelling units, townhomes, short-term rentals, leasing offices and private recreational amenities for residents, and accessory buildings.

*The proposed PUD allows for multifamily residential development and commonly associated uses such as leasing offices, and outdoor amenities for residents. These proposed uses are **consistent** with the surrounding zoning, as there is already a multifamily development to the west of the property across 36th Ave SW, with similar outdoor amenities including a swimming pool and sports court.*

Area Regulations

- There shall be a minimum building setback of fifteen feet (15') from the frontages of 36th Avenue SW and Willowbend Road. There shall be a minimum of ten (10') feet from any property line abutting a tract outside of the boundaries of the PUD. Additionally, buildings may not encroach upon public easements, rights-of-way, or within one (1) foot of public utility easements. Otherwise, there are no required building setbacks.

*The area regulations of the proposal are **consistent** with the setbacks of the surrounding area, as the C-2 districts to the north and east of the subject property have smaller setback requirements, and the Willowbend PUD to the south of the subject property has similar or smaller setbacks to those in the proposed PUD. However, it should be noted that the R-1 District and PUD to the west of the subject property, across 36th Ave. SW, have generally greater setback requirements. The proposed setbacks have not been shown on the Preliminary Site Plan as required per Section 36-509.*

Height Regulations

- The maximum height for all buildings within the PUD is four (4) stories, exclusive of any subgrade elements and necessary rooftop mechanical units, equipment, screening, or parapet walls.

*The proposed maximum height of four stories is generally **consistent** with surrounding zoning. While the nearby R-1 districts allow building heights up to three stories with certain provisions, the PUD across 36th Avenue SW and the surrounding C-2 districts do not have a maximum building height.*

Landscaping

- Landscaping will be provided and maintained in accordance with the City of Norman's applicable landscaping regulations, Section 36-551, Landscaping Requirements for Off-Street Parking Facilities, as amended from time to time.

*The proposed parking areas for the development will be required to comply with landscaping requirements. The landscaped areas will be designed in a manner **consistent** with City standards and with the surrounding areas.*

Parking

- All parking will comply with Norman's applicable ordinances.

*The proposed development is **consistent** with the City's parking recommendations.*

Lighting

- All exterior lighting shall be installed in accordance with the applicable regulations of Section 36-549, Commercial Outdoor Lighting Standards, as amended from time to time.

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

Signage

- Signs within the proposed development shall comply with the applicable regulations of Section 28-507, Medium Density Residential Sign Standards, as amended from time to time.

*Any signage within the proposed development will be **consistent** with the City's signage regulations.*

Screening

- The applicant did not include specific screening provisions in the PUD narrative.

*Although there were no screening regulations provided within the PUD narrative as required per Section 36-509, the proposal must still comply with Section 36-552, Fencing, Walls, and Screening. Therefore, the proposed development will be **consistent** with the City's screening regulations.*

Phasing

- The PUD Narrative states the property will be developed in multiple phases, which will be determined by market demand and absorption rates. The applicant submitted a Phase 1 exhibit but did not attach it to the PUD Narrative or reference it within.

*While the applicant has provided a Phase 1 Exhibit to Staff, no timeline has been presented and the exhibit is not attached within the PUD Narrative. Additionally, the applicant did not outline an anticipated number of phases or address the remainder of the property's phasing. The proposal is **inconsistent** with the phasing requirements of Section 36-509, PUD, Planned Unit Developments.*

COMPREHENSIVE PLAN CONSIDERATIONS

Character Area Policies
General Policies

Residential Policies

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

*The multifamily proposal brings in more density to the area under a single housing typology. The proposed development includes landscaping buffers to promote a smooth transition to nearby lower density residential areas. The applicant has not provided information showing whether they are using a variety of building/architectural techniques to avoid the appearance of identical homes/structures, which could increase vibrancy and diversity in the built environment. Overall, bringing the increased density to the area generally **consistent** with the Character Area General Residential Policies.*

Corridor Policies

- Support the natural phasing out of older and lower-yield commercial and industrial uses with regulations and incentives that support mixed-uses and local businesses.
- Use screening, with natural materials when possible, to lessen noise pollution and visual clutter from existing and future uses along the corridor.
- Promote circulation and manage access to keep traffic flowing by:
  - Including access along and into properties for vehicles, public transit, pedestrians, and bicyclists during street and interchange improvements.
  - Projects should not create fragmented parcels or impede on- and off-site circulation through, to reduce restriction of future development.
  - Allowing redevelopment of excess parking areas or commercial building space for residential uses, especially along public transit routes and areas with strong existing or planned pedestrian connections.
  - Requiring shared entrances, cross-access, and avoiding multiple access points for new commercial developments at major intersections.
- Commercial developments should offer both internal and external pedestrian connections, especially between hotels, restaurants, and retail services.
  - Connections to the corridors and through developments should improve safety for those walking, bicycling, or using mobility devices.
- Allow redevelopment for high density residential and mixed-residential uses near public transit stops, along pedestrian routes, and where site design does not create secluded enclaves of apartments.
- Add density through development of sites behind properties directly facing streets.
- Retrofit or mask existing strip development or other unsightly features, as necessary.
- Explore requiring that stormwater management and detention have lower impact than historic stormwater conditions for all new or redevelopment along corridors.

*The proposal is generally **consistent** with the policies of the Corridor Area (In-Town), as it promotes a mix of housing types and densities in the surrounding area. Landscape buffers are shown on the submitted Preliminary Site Plan, and will be provided in accordance with Section 36-551, Landscaping Requirements for Off-Street Parking Facilities. This, along with any screening provided, will reduce the impact to nearby lower density residential areas, as well as protect residential uses within the proposed development from nearby commercial uses. The proposed development will connect to existing utility infrastructure.*

Two EMBARK bus stops exist in close proximity to the proposed development, both located near the intersection of Main Street and 36th Avenue NW - one along Main Street and the other along 36th Avenue NW. Both stops are accessible via existing and proposed pedestrian infrastructure along 36th Avenue NW, which supports connectivity and promotes alternative modes of transportation.

Land Use Development Policies

Urban High Policies

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

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

*As noted, the proposal is near EMBARK stops, providing transportation options. The proposal provides 14 units per acre, more than the 12 units per acre for Urban High. However, the site is largely **inconsistent** with this Urban High Land Use policy, as it only contains multifamily residential uses with associated private amenities and there is significant building spacing for this project.*

Building Types

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

*While the proposed development allows for multi-unit residential structures with heights up to four stories, it is still single-use in nature, without any mixed-use buildings or public spaces. For these reasons the proposed development is **inconsistent** with this Urban High Land Use, Building Types.*

Site Design

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

*The proposed development includes sidewalks to encourage pedestrian circulation throughout the development and will connect to existing pedestrian infrastructure on 36th Avenue SW and Norman Center Court. The proposed development will also create new pedestrian infrastructure along Willowbend Road. For these reasons, the proposed development is **consistent** with this Urban High Land Use policy, Site Design.*

Transportation

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

*The proposed development is **consistent** with this Urban High Land Use policy, Transportation, because it promotes interconnectivity through its proximity and connection to multi-modal transit infrastructure, including sidewalks on 36th Avenue SW, Norman Center Court, and Willowbend Road, with access to an Embark bus stop less than 0.5 miles to the north. Sidewalks will be provided throughout the development and will connect to existing public pedestrian infrastructure along 36th Avenue SW and Norman Center Court.*

Utility Access

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

*The development site has access to public water and sanitary sewer facilities. The development is **consistent** with this Urban High Land Use policy.*

Public Space

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

*The proposed development includes pedestrian amenities, tying into existing sidewalks along 36th Avenue SW and Norman Center Court, providing pedestrian access to private recreational amenities within the proposed development. For these reasons, the proposed development is **consistent** with this Urban High Use Policy.*

Urban Living Center Policies

- Most compact, walkable pattern of urban development. Low to no building spacing and separation of uses. Vibrant urban areas with an intense mix of uses that not only support residents and employers but leverage their location to attract visitors from throughout the region.
  - Urban Living Center areas strive for a balance of residential and non-residential uses and predominance of mixed-use development of compatible densities and scales. Current market conditions and demand for housing over commercial spaces will likely result in a slightly higher mix of residential in these areas.
  - Gross densities in any single development should be greater than 18 units per acre.

*The proposal is near EMBARK stops, providing transportation options. However, the site is largely **inconsistent** with this Urban Living Center policy, as it only contains multifamily*

residential uses, associated private amenities and there is significant building spacing for this project, and the proposal only provides 14 units per acre, less than the 18 units per acre for Urban Living Center.

Building Types

- Large and medium 4 to 5+ story buildings are common. It is anticipated that various articulations, scales, and architectural styles will create cohesive and compact sites with clear connections to other destinations.
- Public and private spaces (i.e. balconies, recreational roof decks, outdoor dining, etc.) are clearly defined and cultivate a sense of place.
- Mixed-use buildings that include retail, work-spaces, and residences are the most common.
- Single-use buildings are undesirable and should be limited, or avoided altogether.

*While the proposed development allows for multi-unit residential structures with heights up to four stories, it is single use in nature, without any mixed-use buildings or public spaces. For these reasons the proposed development is **inconsistent** with this Urban Living Center Land Use policy.*

Site Design

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

*The proposed development includes sidewalks to encourage pedestrian circulation throughout the development and will connect to existing pedestrian infrastructure on 36th Avenue SW and Norman Center Court. The proposed development will also create new pedestrian infrastructure along Willowbend Road. For these reasons, the proposed development is **consistent** with this Urban Living Center Land Use policy.*

Transportation

- This area features a dense grid of streets and sidewalks. A full street hierarchy provides a variety of connections and route choices to people moving to, through, and within the area. Parking is a secondary use and should be as small as possible due to character and value of land in the area. Many housing options offer private parking rather than relying on street parking. Most of these areas have, or will have, easy access to public

transportation (adjacent to or less than one quarter-mile walk of a stop). Improving access for pedestrians and bicyclists will continue to be a priority, including modernizing multi-modal infrastructure.

*The proposed development is generally **consistent** with this Urban Living Center Land Use policy because it promotes interconnectivity through its proximity and connection to multi-modal transit infrastructure, including sidewalks on 36th Avenue SW, Norman Center Court, and Willowbend Road, with access to an Embark bus stop less than 0.5 miles to the north. Sidewalks will be provided throughout the development and will connect to existing public pedestrian infrastructure along 36th Avenue SW and Norman Center Court.*

Utility Access

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

*The development site has access to public water and sanitary sewer facilities. The development is **consistent** with this Urban Living Center Land Use policy.*

Public Space

- Appropriately scaled public spaces including small parks, plazas, parklets, regional trail connections, and walking paths. Pedestrian amenities are commonly integrated into public and private projects.

*The proposed development includes pedestrian amenities, tying into existing sidewalks along 36th Avenue SW and Norman Center Court, providing pedestrian access to private recreational amenities within the development. For these reasons, the proposal is **consistent** with this Urban Living Center Land Use Policy.*

Mixed-Use Policies

- Urban, compact, walkable pattern. Low to no building spacing and separation of uses. Cultivates vibrant urban areas with an intense mix of uses that not only support residents and employers but leverage their location to attract visitors from throughout the region. For areas requiring retrofit or redevelopment, neighborhood or site master plans should be developed to encourage more efficient and attractive land use along with higher densities.
  - Mixed-use areas should have a slightly higher non-residential to residential mix and a predominance of mixed-use structures.
  - Gross densities in any single development should be greater than 18 units per acre.

*The proposal is in close proximity to EMBARK stops, providing transportation options. However, the site is largely **inconsistent** with this Mixed Use Policies, as it only contains multifamily residential uses, associated private amenities and there is significant building spacing for this project, and the proposal only provides 14 units per acre, less than the 18 units per acre for Urban Living Center.*

Building Types

- Medium and Small-scale 3 to 5-story buildings are common. Within existing developed areas, buildings may go up to 2 stories higher than surrounding properties.
- Multi-unit structures are the priority, but a variety of residential uses including townhomes, walk-ups, apartments, lofts, condominiums are present.
- Mixed-use buildings that include retail, work-spaces, and residences are the most common.
- Public and private spaces (i.e. balconies, recreational roof decks, outdoor dining, etc.) are clearly defined and cultivate a sense of place.
- Single-use buildings are limited. Large single-use, single-story structures are not appropriate.

*While the proposed development allows for multi-unit residential structures with heights up to four stories, it is single-use in nature, without any mixed-use buildings or public spaces. For these reasons the proposed development is **inconsistent** with this Mixed-Use Land Use policy.*

Site Design

- The scale and layout of the built environment is conducive to walking. Trails and pathways are integrated throughout developments to connect to parks, neighborhoods, and community destinations.
- Single-use commercial and single-use multi-unit residential developments without connections to neighboring properties and uses disturb the development pattern and should be limited or avoided altogether.
- Design features, such as street/sidewalk level windows, should make larger scale structures appropriate at the pedestrian level.
- Street trees should form a continuous urban canopy over public areas and rights-of-way.
- Residential developments should include trails or side paths that facilitate resident movement and encourage resident interactions.
- Stormwater to be addressed at the project level, but designed as part of a larger neighborhood or sub-basin system and, when possible, function as an amenity to the development.
- Site layout should take every opportunity to maximize the public infrastructure available in this area.

*The proposed development includes sidewalks to encourage pedestrian circulation throughout the development and will connect to existing pedestrian infrastructure on 36th Avenue SW and Norman Center Court. The proposed development will also create new pedestrian infrastructure along Willowbend Road. For these reasons, the proposed development is **consistent** with this Mixed-Use Land Use policy.*

Transportation

- This area features a dense grid of streets and sidewalks. A full street hierarchy provides a variety of connections and route choices to people moving to, through, and within the area. Parking should not be prominent, but rather it should be obvious that this area is designed to be a park-once environment. Shared parking is prevalent, with limited private parking options, which are screened from view of the right-of-way. Most of these

areas have, or will have, easy access to public transportation (adjacent to or less than one quarter-mile walk of a stop). A future rail transit service is possible near some locations. It should be comfortable for users of all ages and abilities to move through this area safely. Access and connections to the regional trail network are vital assets to this land use.

*The proposed development is generally **consistent** with this Mixed-Use Land Use policy because it promotes interconnectivity through its proximity and connection to multi-modal transit infrastructure, including sidewalks on 36th Avenue SW, Norman Center Court, and Willowbend Road, with access to an Embark bus stop less than 0.5 miles to the north. Sidewalks will be provided throughout the development and will connect to existing public pedestrian infrastructure along 36th Avenue SW and Norman Center Court. Private parking areas are screened from view using landscape buffers.*

Utility Access

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

*The development site has access to public water and sanitary sewer facilities. The development is **consistent** with this Mixed-Use Land Use policy.*

Public Space

- Appropriately scaled public spaces including small parks, plazas, parklets, regional trail connections, and walking paths. Pedestrian amenities are commonly integrated into public and private projects.

*The proposed development includes pedestrian amenities, tying into existing sidewalks along 36th Avenue SW and Norman Center Court, providing pedestrian access to private recreational amenities within the development. For these reasons, the proposal is **consistent** with this Urban Living Center Land Use Policy.*

Neighborhood and/or Special Area Plans

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

UTILITIES

AIM NORMAN PLAN CONFORMANCE

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

SOLID WASTE MANAGEMENT

Proposed development meets requirements for City streets and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

Water Availability

Adequate capacity within the water system exists to serve the proposed development.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the proposed development.

DISCUSSION:
Overall, the proposed development generally aligns with the AIM Norman Land Use and Character Area objectives. While the project is not mixed-use and does not meet two of the planned density targets for this location, the site's designation under three separate designations: Urban High, Urban Living Center, and Mixed-Use, creates challenges in achieving full compliance with each policy.

Specifically, the Urban High designation calls for a density of 12 units per acre, which the proposal satisfies. In contrast, both the Urban Living Center and Mixed-Use designations recommend 18 units per acre. The proposed density of 14 units per acre falls between these higher-intensity categories, representing a reasonable compromise given the site's overlapping land use designation.

CONCLUSION:
Staff forwards this request for rezoning from PUD, Planned Unit Development, to PUD, Planned Unit Development and Ordinance O-2526-43 for consideration by City Council.

PLANNING COMMISSION RESULTS:

At their meeting on March 12, 2026, the Planning Commission recommended approval of Ordinance O-2526-43, by a vote of 7-0.

O-2526-43

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE TRACT OF LAND BEING A PART OF THE NORTHWEST QUARTER (NW/4), SOUTHWEST QUARTER (SW/4) AND SOUTHEAST QUARTER (SE/4) OF SECTION THIRTY-FIVE (35), TOWNSHIP NINE NORTH (T9N), RANGE THREE WEST (R3W) OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE 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 W MAIN STREET, WEST OF ED NOBLE PARKWAY, NORTH OF W LINDSEY STREET, AND EAST OF 36TH AVENUE SW; WARD 3)

§ 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 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 March 12, 2026 as required by law, considered the same and recommended that the same should be granted and an ordinance adopted to effect and accomplish such rezoning; and

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

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

§ 4. That Section 36-201 of the Code of the City of Norman, Oklahoma, is hereby amended so as to remove the following described property from the PUD, Planned Unit Development District and place the same in the PUD, Planned Unit Development District, to wit:

A tract of land being a part of the Northwest Quarter (NW/4), Southwest Quarter (SW/4) and Southeast Quarter (SE/4) of Section Thirty-five (35), Township Nine North (T9N), Range Three West (R3W), of the Indian Meridian, Norman, Cleveland County, Oklahoma, being more particularly described as follows: COMMENCING at the Northwest corner of said NW/4; THENCE South 00°14’36” East along the West line of said NW/4 a distance of 827.06 feet; THENCE North 89°29’56” East a distance of 50.00 feet to a point on the Easterly right-of-way line of 36th Ave. S.W. and the POINT OF BEGINNING; THENCE South 45°20'05" East a distance of 537.56 feet; THENCE North 44°39'55" East a distance of 506.00 feet to a point on a non-tangent curve; THENCE around a curve to the right having a radius of 95.00 feet (said curve subtended by a chord which bears

North 07°54'43" West, a distance of 115.49 feet) and an arc length of 124.14 feet to a point on a non-tangent curve; THENCE around a compound curve to the right having a radius of 1025.00 feet (said curve subtended by a chord which bears North 88°27'24" East, a distance of 91.24 feet) and an arc length of 91.27 feet to a point of reverse curvature; THENCE around a curve to the left having a radius of 770.74 feet (said curve subtended by a chord which bears North 86°36'01" East, a distance of 118.46 feet) and an arc length of 118.58 feet to a point of reverse curvature; THENCE around a curve to the right having a radius of 1816.33 feet (said curve subtended by a chord which bears North 86°21'15" East, a distance of 263.60 feet) and an arc length of 263.83 feet to a point of continuing curvature; THENCE around a compound curve to the right having a radius of 400.00 feet (said curve subtended by a chord which bears South 80°48'07" East, a distance of 120.77 feet) and an arc length of 121.23 feet; THENCE South 72°07'10" East a distance of 47.63 feet to a point on a non-tangent curve; THENCE around a curve to the right having a radius of 388.10 feet (said curve subtended by a chord which bears South 20°35'17" West, a distance of 36.67 feet) and an arc length of 36.68 feet to a point of reverse curvature; THENCE around a curve to the left having a radius of 30.00 feet (said curve subtended by a chord which bears North 51°13'49" West, a distance of 21.39 feet) and an arc length of 21.88 feet; THENCE North 72°07'10" West a distance of 42.27 feet to a point of curvature; THENCE around a curve to the left having a radius of 371.66 feet (said curve subtended by a chord which bears North 81°06'57" West, a distance of 116.24 feet) and an arc length of 116.71 feet to a point of continuing curvature; THENCE around a compound curve to the left having a radius of 1792.33 feet (said curve subtended by a chord which bears South 87°50'31" West, a distance of 127.48 feet) and an arc length of 127.50 feet; THENCE South 20°06'11" West a distance of 437.23 feet; THENCE North 89°43'36" East a distance of 391.55 feet to a point on a non-tangent curve; THENCE around a curve to the left having a radius of 387.26 feet (said curve subtended by a chord which bears South 22°28'06" East, a distance of 50.21 feet) and an arc length of 50.24 feet to a point of reverse curvature; THENCE around a curve to the right having a radius of 290.36 feet (said curve subtended by a chord which bears South 17°07'10" East, a distance of 91.50 feet) and an arc length of 91.89 feet to a point of reverse curvature; THENCE around a curve to the left having a radius of 88.00 feet (said curve subtended by a chord which bears South 25°43'56" East, a distance of 53.45 feet) and an arc length of 54.30 feet; THENCE South 13°30'57" West a distance of 31.29 feet; THENCE North 89°43'36" East a distance of 133.96 feet; THENCE North 34°46'56" West a distance of 21.91 feet to a point on a non-tangent curve; THENCE around a curve to the left having a radius of 88.00 feet (said curve subtended by a chord which bears North 00°47'23" East, a distance of 143.13 feet) and an arc length of 167.15 feet to a point of reverse curvature; THENCE around a curve to the right having a radius of 248.94 feet (said curve subtended by a chord which bears North 31°28'24" West, a distance of 187.72 feet) and an arc length of 192.48 feet to a point on a non-tangent curve; THENCE around a compound curve to the right having a radius of 1010.41 feet (said curve subtended by a chord which bears South 82°15'01" East, a distance of 322.91 feet) and an arc length of 324.31 feet; THENCE South 18°15'37" West a distance of 291.79 feet; THENCE North 89°43'36" East a distance of 15.78 feet; THENCE South 27°14'56" East a

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Containing 55.70 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

_____, 2026.

_____
(Mayor)

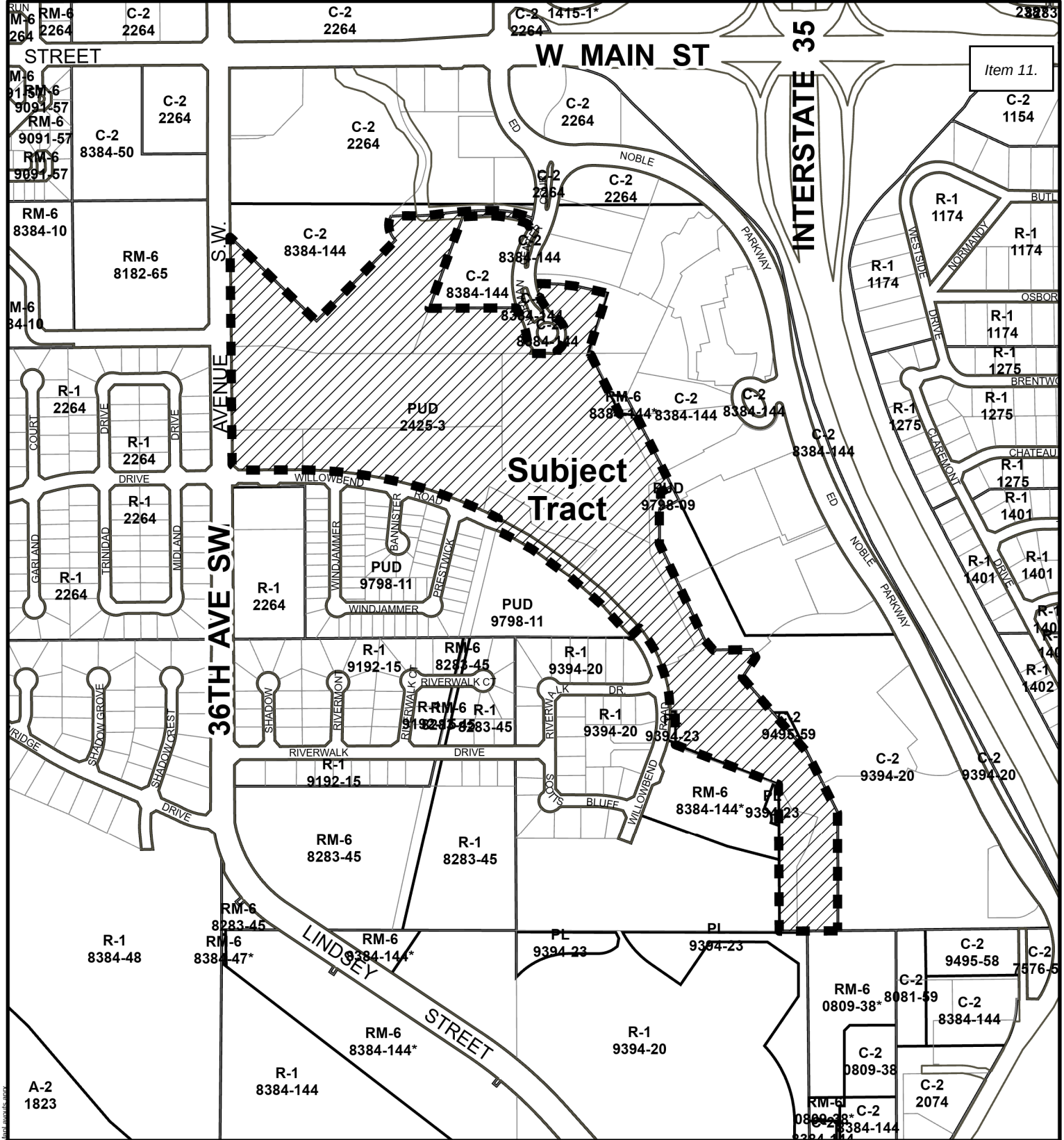
NOT ADOPTED this _____day of

_____, 2026.

_____
(Mayor)

ATTEST:

_____
(City Clerk)



Location Map

Subject Tract

February 5, 2026

0 300 600 Ft.

Map Produced by the City of Norman Geographic Information System. The City of Norman assumes no responsibility for errors or omissions in the information presented.

BOB MOORE FARMS NORTH

A PLANNED UNIT DEVELOPMENT
NORMAN, OKLAHOMA

APPLICANT:
BOB MOORE FARMS NORTH LLC

APPLICATION FOR:

PLANNED UNIT DEVELOPMENT
PRELIMINARY PLAT

Submitted: February 2, 2026
Revised: March 13, 2026

PREPARED BY:

RIEGER SADLER JOYCE
136 Thompson Drive
Norman, Oklahoma 73069

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A. Legal Description of the Property
B. Preliminary Site Development Plan
C. Allowable Uses
D. Preliminary Plat
E. Preliminary Greenspace Exhibit

I. INTRODUCTION

Bob Moore Farms North LLC (the "**Applicant**") seeks to amend the existing Planned Unit Development ("**PUD**") for its property more particularly described on **Exhibit A** (the "**Property**") in order to develop a master planned community on the Property, with allowances for various residential opportunities throughout the site, as more particularly enumerated in this PUD. 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 55.7 acres. A preliminary 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 is currently zoned as a PUD. Additionally, the Property's AIM NORMAN Character Area designation is Corridor, and the Future Land Use designations are Mixed Use, Urban Living Center, and Urban High. 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. There is also a multi-family residential development 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 with multi-family residential uses, together with associated amenities and supporting uses. Such amenities and supporting uses are intended to serve the residents of the community and be integrated into the overall development. A complete list of allowable uses for the Property is attached hereto as **Exhibit C**.

B. Area Regulations:

1. **Building Setbacks**: There shall be a minimum building setback of fifteen feet (15') from the frontages of 36th Ave SW and Willowbend Road. There shall be a minimum building setback of ten (10') feet from any property line abutting a tract outside of the boundaries of the Property. Additionally, buildings may not encroach upon public easements, rights-of-way, or within one (1) foot of public utility easements. Otherwise, there are no required building setbacks.

2. **Impervious Area**: The total amount of impervious area for the Property, including all buildings and permanently paved areas shall not cover more than eighty percent (80%).

C. Additional Development Criteria:

1. Height

All buildings shall be allowed to reach a maximum height of four (4) stories, exclusive of any subgrade elements as well as any necessary rooftop mechanical units, equipment, screening, or parapet walls.

2. Exterior Materials

The exterior of the buildings constructed within the Property may be constructed of a minimum of seventy percent (70%) 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 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 therein, the Property shall be allowed to feature the following signs:

a. Entrance Signs – Up to four signs within the Property advertising the Property. Each 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, 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 medium density residential signage restrictions, 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 generally depicted on the attached Preliminary Site Development Plan. The Property is initially contemplated to contain approximately 43% or 24 acres of greenspace, as shown on the Preliminary Greenspace Exhibit attached hereto as **Exhibit E**. The total amount of open space actually developed within the Property may be less than the amount shown on the Preliminary Site Development 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 compliance with the parking layout shown on the Preliminary Site Development Plan, subject to final design development and the changes allowed under Section 36-509(g) of the City of Norman's PUD Ordinance, as amended from time to time. The Property shall comply with Norman's applicable parking ordinances, as amended from time to time.

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

Lighting 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 Property will be developed in multiple phases. The timing and number of future phases will be determined by market demand and absorption rates.

EXHIBIT A

Legal Description of the Property

A tract of land being a part of the Northwest Quarter (NW/4), Southwest Quarter (SW/4) and Southeast Quarter (SE/4) of Section Thirty-five (35), Township Nine North (T9N), Range Three West (R3W), of the Indian Meridian, Norman, Cleveland County, Oklahoma, being more particularly described as follows:

COMMENCING at the Northwest corner of said NW/4; THENCE South 00°14'36" East along the West line of said NW/4 a distance of 827.06 feet; THENCE North 89°29'56" East a distance of 50.00 feet to a point on the Easterly right-of-way line of 36th Ave. S.W. and the **POINT OF BEGINNING;**

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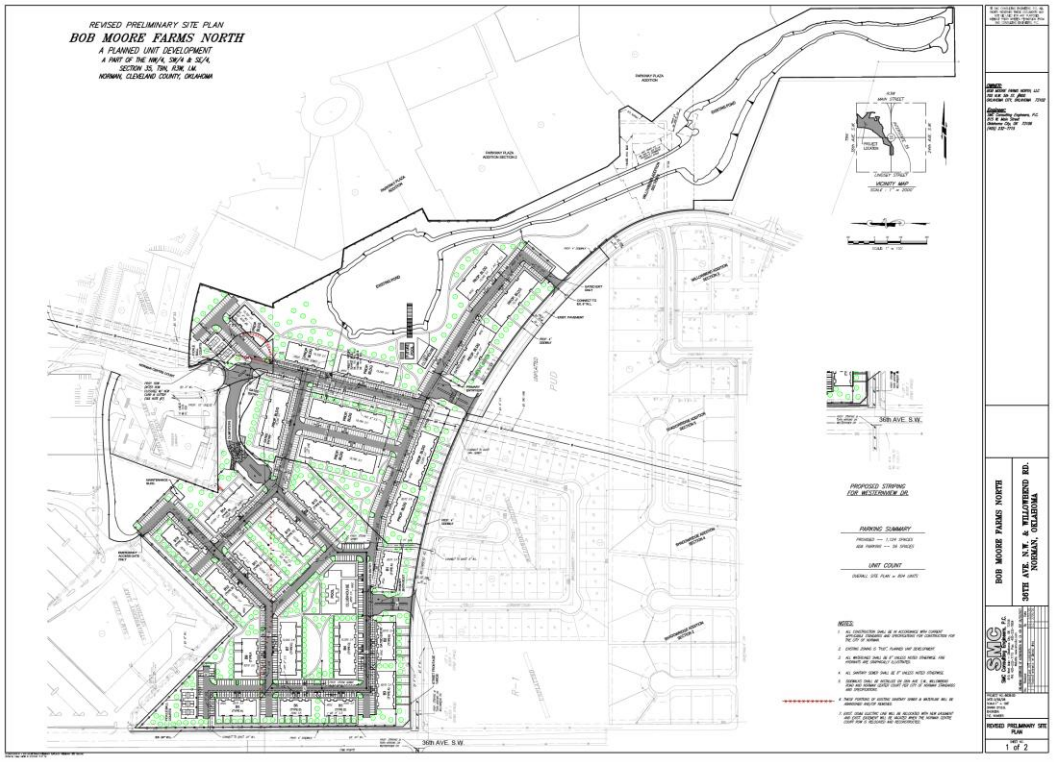
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Said tract contains 55.70 acres, more or less.

EXHIBIT B

Preliminary Site Development Plan

Full Size Documents Submitted to City Staff



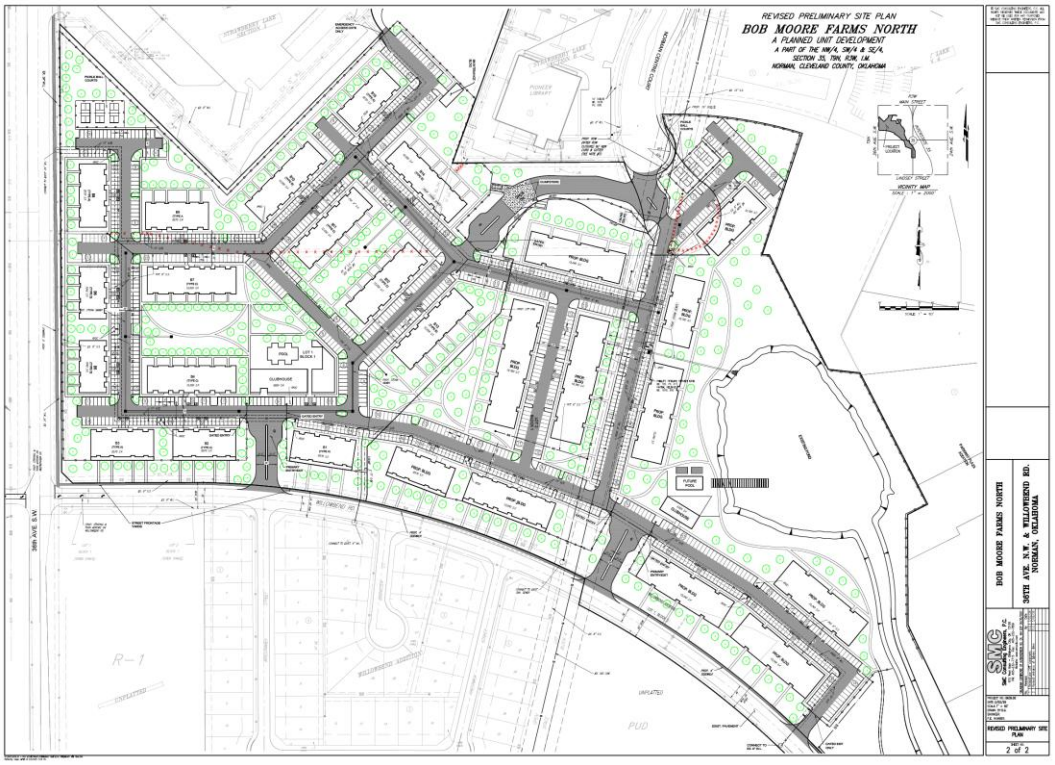


EXHIBIT C

Allowable Uses

- Multi-family residential dwelling units
- Townhomes
- Short-term rentals
- 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 associated amenities and supporting 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

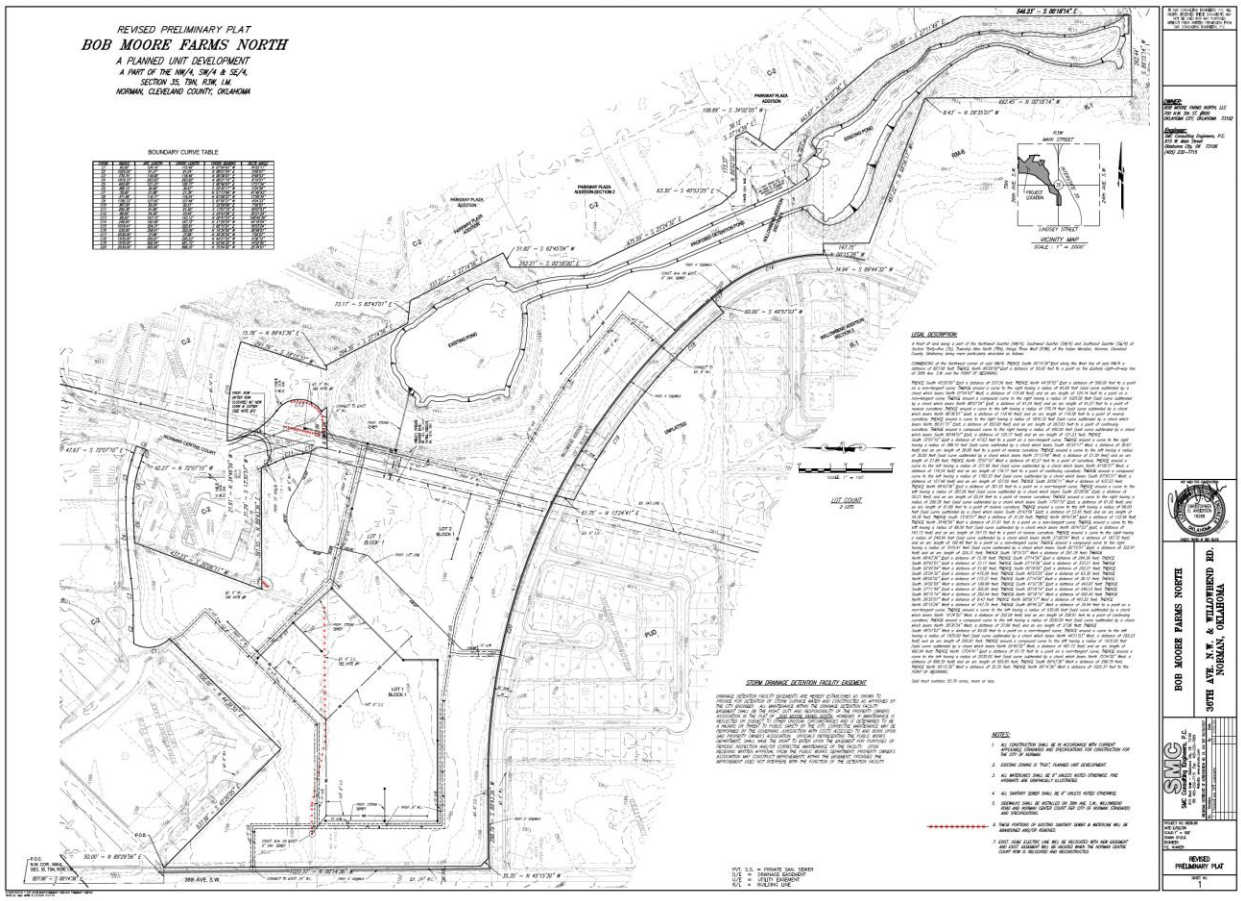
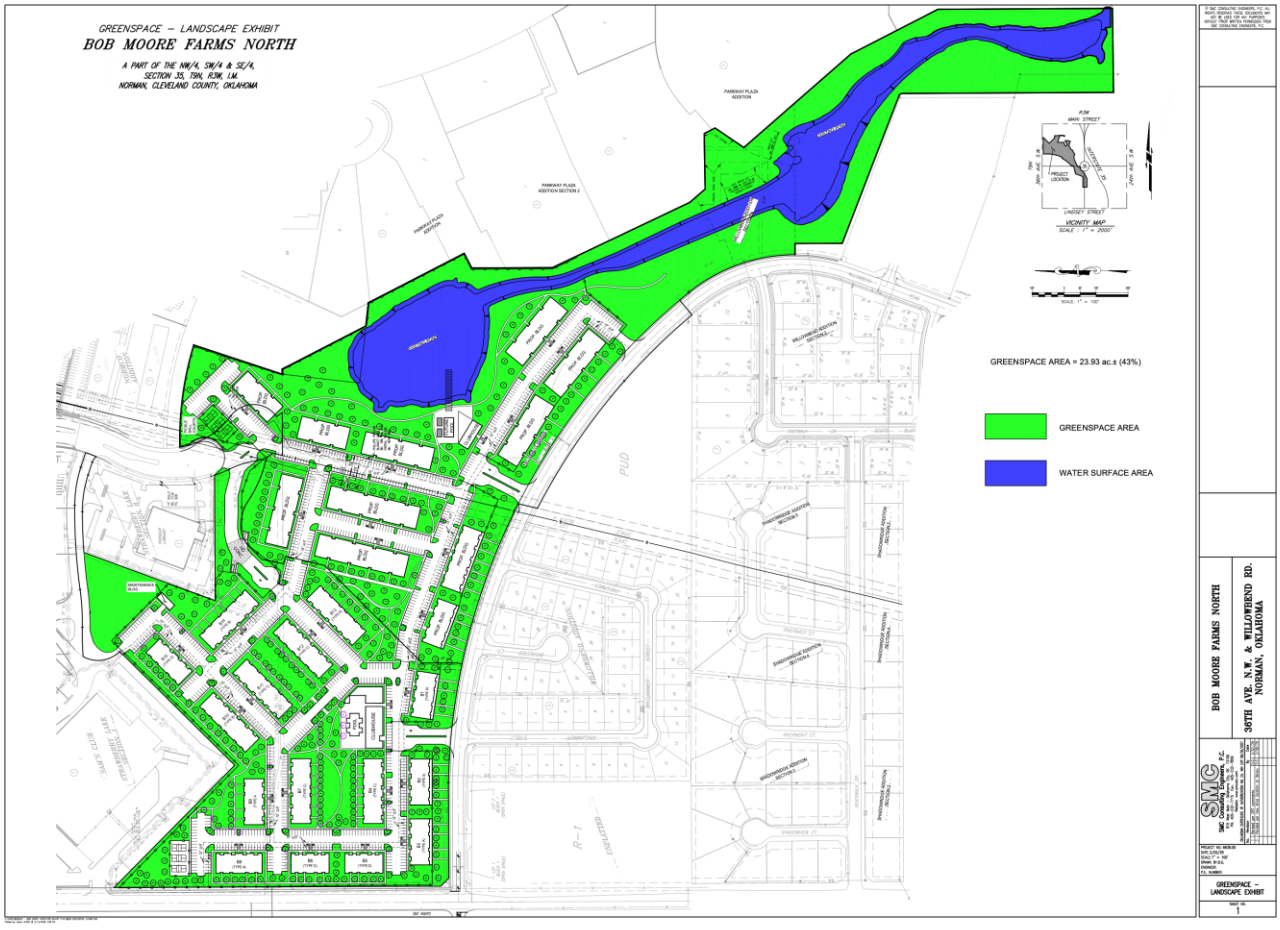


Exhibit E

Preliminary Greenspace Exhibit

Full Size Documents Submitted to City Staff



BOB MOORE FARMS NORTH

A PLANNED UNIT DEVELOPMENT
NORMAN, OKLAHOMA

APPLICANT:
BOB MOORE FARMS NORTH LLC

APPLICATION FOR:

PLANNED UNIT DEVELOPMENT
PRELIMINARY PLAT

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PREPARED BY:

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136 Thompson Drive
Norman, Oklahoma 73069

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I. INTRODUCTION

Bob Moore Farms North LLC (the "**Applicant**") seeks to amend the existing Planned Unit Development ("**PUD**") for its property more particularly described on **Exhibit A** (the "**Property**") in order to develop a master planned community on the Property, with allowances for various residential opportunities throughout the site, as more particularly enumerated in this PUD. 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 55.7 acres. A preliminary 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 is currently zoned as a PUD. Additionally, the Property's AIM NORMAN Character Area designation is Corridor, and the Future Land Use designations are Mixed Use, Urban Living Center, and Urban High. 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. There is also a multi-family residential development 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 with multi-family residential uses, together with associated amenities and supporting uses. Such amenities and supporting uses are intended to serve the residents of the community and be integrated into the overall development. A complete list of allowable uses for the Property is attached hereto as **Exhibit C**.

B. Area Regulations:

1. **Building Setbacks**: There shall be a minimum building setback of fifteen feet (15') from the frontages of 36th Ave SW and Willowbend Road. There shall be a minimum building setback of ten (10') feet from any property line abutting a tract outside of the boundaries of the Property. Additionally, buildings may not encroach upon public easements, rights-of-way, or within one (1) foot of public utility easements. Otherwise, there are no required building setbacks.

2. **Impervious Area**: The total amount of impervious area for the Property, including all buildings and permanently paved areas shall not cover more than eighty percent (80%).

C. Additional Development Criteria:

1. Height

All buildings shall be allowed to reach a maximum height of four (4) stories, exclusive of any subgrade elements as well as any necessary rooftop mechanical units, equipment, screening, or parapet walls.

2. Exterior Materials

The exterior of the buildings constructed within the Property may be constructed of a minimum of seventy percent (70%) 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 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 therein, the Property shall be allowed to feature the following signs:

a. Entrance Signs – Up to four signs within the Property advertising the Property. Each 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, 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 medium density residential signage restrictions, 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 generally depicted on the attached Preliminary Site Development Plan. The Property is initially contemplated to contain approximately 43% or 24 acres of greenspace, as shown on the Preliminary Greenspace Exhibit attached hereto as **Exhibit E**. The total amount of open space actually developed within the Property may be less than the amount shown on the Preliminary Site Development 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 compliance with the parking layout shown on the Preliminary Site Development Plan, subject to final design development and the changes allowed under Section 36-509(g) of the City of Norman's PUD Ordinance, as amended from time to time. The Property shall comply with Norman's applicable parking ordinances, as amended from time to time.

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

Lighting 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 Property will be developed in multiple phases. The timing and number of future phases will be determined by market demand and absorption rates.

EXHIBIT A

Legal Description of the Property

A tract of land being a part of the Northwest Quarter (NW/4), Southwest Quarter (SW/4) and Southeast Quarter (SE/4) of Section Thirty-five (35), Township Nine North (T9N), Range Three West (R3W), of the Indian Meridian, Norman, Cleveland County, Oklahoma, being more particularly described as follows:

COMMENCING at the Northwest corner of said NW/4; THENCE South 00°14'36" East along the West line of said NW/4 a distance of 827.06 feet; THENCE North 89°29'56" East a distance of 50.00 feet to a point on the Easterly right-of-way line of 36th Ave. S.W. and the **POINT OF BEGINNING;**

THENCE South 45°20'05" East a distance of 537.56 feet; THENCE North 44°39'55" East a distance of 506.00 feet to a point on a non-tangent curve; THENCE around a curve to the right having a radius of 95.00 feet (said curve subtended by a chord which bears North 07°54'43" West, a distance of 115.49 feet) and an arc length of 124.14 feet to a point on a non-tangent curve; THENCE around a compound curve to the right having a radius of 1025.00 feet (said curve subtended by a chord which bears North 88°27'24" East, a distance of 91.24 feet) and an arc length of 91.27 feet to a point of reverse curvature; THENCE around a curve to the left having a radius of 770.74 feet (said curve subtended by a chord which bears North 86°36'01" East, a distance of 118.46 feet) and an arc length of 118.58 feet to a point of reverse curvature; THENCE around a curve to the right having a radius of 1816.33 feet (said curve subtended by a chord which bears North 86°21'15" East, a distance of 263.60 feet) and an arc length of 263.83 feet to a point of continuing curvature; THENCE around a compound curve to the right having a radius of 400.00 feet (said curve subtended by a chord which bears South 80°48'07" East, a distance of 120.77 feet) and an arc length of 121.23 feet; THENCE South 72°07'10" East a distance of 47.63 feet to a point on a non-tangent curve; THENCE around a curve to the right having a radius of 388.10 feet (said curve subtended by a chord which bears South 20°35'17" West, a distance of 36.67 feet) and an arc length of 36.68 feet to a point of reverse curvature; THENCE around a curve to the left having a radius of 30.00 feet (said curve subtended by a chord which bears North 51°13'49" West, a distance of 21.39 feet) and an arc length of 21.88 feet; THENCE North 72°07'10" West a distance of 42.27 feet to a point of curvature; THENCE around a curve to the left having a radius of 371.66 feet (said curve subtended by a chord which bears North 81°06'57" West, a distance of 116.24 feet) and an arc length of 116.71 feet to a point of continuing curvature; THENCE around a compound curve to the left having a radius of 1792.33 feet (said curve subtended by a chord which bears South 87°50'31" West, a distance of 127.48 feet) and an arc length of 127.50 feet; THENCE South 20°06'11" West a distance of 437.23 feet; THENCE North 89°43'36" East a distance of 391.55 feet to a point on a non-tangent curve; THENCE around a curve to the left having a radius of 387.26 feet (said curve subtended by a chord which bears South 22°28'06" East, a distance of 50.21 feet) and an arc length of 50.24 feet to a point of reverse curvature; THENCE around a curve to the right having a radius of 290.36 feet (said curve subtended by a chord which bears South 17°07'10" East, a distance of 91.50 feet) and an arc length of 91.89 feet to a point of reverse curvature; THENCE around a curve to the left having a radius of 88.00 feet (said curve subtended by a chord which bears South 25°43'56" East, a distance of 53.45 feet) and an arc length of 54.30 feet; THENCE South 13°30'57" West a distance of 31.29 feet; THENCE North 89°43'36" East a distance of 133.96 feet; THENCE North 34°46'56" West a distance of 21.91 feet to a point on a non-tangent curve; THENCE around a curve to the left having a radius of 88.00 feet (said curve subtended by a chord which bears

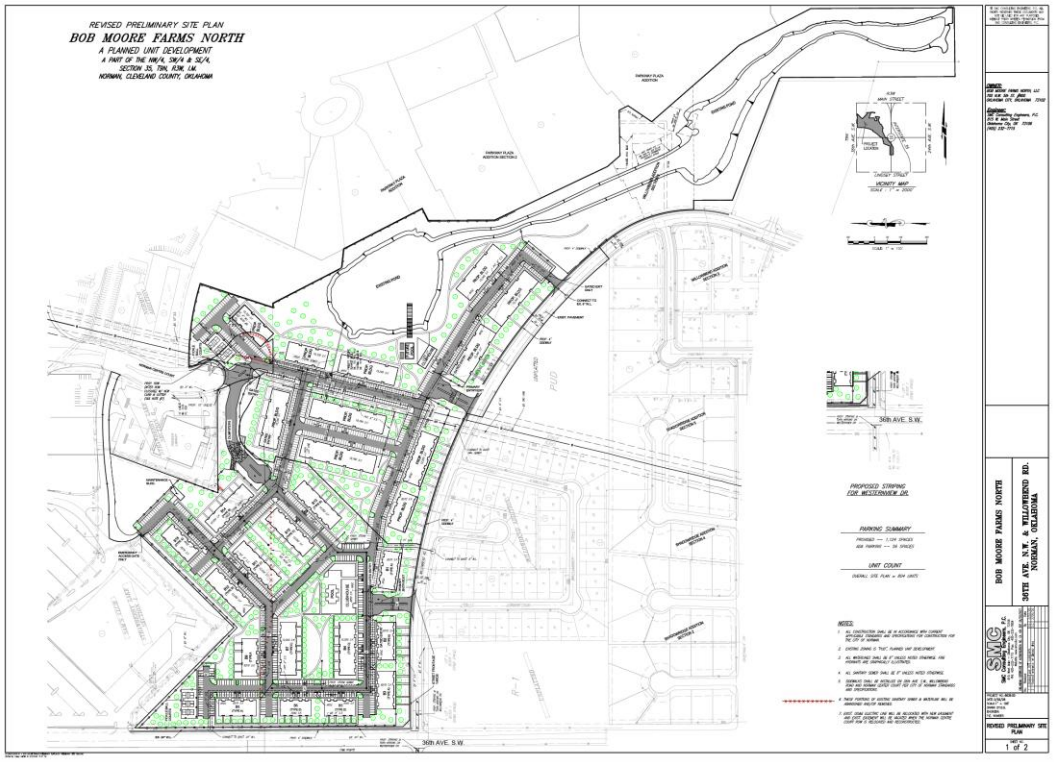
North 00°47'23" East, a distance of 143.13 feet) and an arc length of 167.15 feet to a point of reverse curvature; THENCE around a curve to the right having a radius of 248.94 feet (said curve subtended by a chord which bears North 31°28'24" West, a distance of 187.72 feet) and an arc length of 192.48 feet to a point on a non-tangent curve; THENCE around a compound curve to the right having a radius of 1010.41 feet (said curve subtended by a chord which bears South 82°15'01" East, a distance of 322.91 feet) and an arc length of 324.31 feet; THENCE South 18°15'37" West a distance of 291.79 feet; THENCE North 89°43'36" East a distance of 15.78 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; THENCE South 27°14'56" East a distance of 337.21 feet; THENCE South 62°45'04" West a distance of 51.82 feet; THENCE South 00°18'00" East a distance of 252.21 feet; THENCE South 25°24'32" East a distance of 475.59 feet; THENCE South 40°53'25" East a distance of 63.30 feet; THENCE North 89°02'02" East a distance of 173.37 feet; THENCE South 27°14'56" East a distance of 38.12 feet; THENCE South 34°02'05" West a distance of 108.89 feet; THENCE South 41°07'36" East a distance of 443.87 feet; THENCE South 27°11'49" East a distance of 305.85 feet; THENCE South 00°18'14" East a distance of 546.23 feet; THENCE South 89°15'14" West 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; THENCE South 89°44'32" West a distance of 34.94 feet to a point on a non-tangent curve; THENCE around a curve to the left having a radius of 530.00 feet (said curve subtended by a chord which bears North 19°34'50" West, a distance of 352.09 feet) and an arc length of 358.91 feet to a point of continuing curvature; THENCE around a compound curve to the left having a radius of 2030.00 feet (said curve subtended by a chord which bears North 39°30'54" West, a distance of 37.86 feet) and an arc length of 37.86 feet; THENCE South 49°57'03" West a distance of 60.00 feet to a point on a non-tangent curve; THENCE around a curve to the left having a radius of 1970.00 feet (said curve subtended by a chord which bears North 44°21'03" West, a distance of 295.53 feet) and an arc length of 295.81 feet; THENCE around a compound curve to the left having a radius of 1970.00 feet (said curve subtended by a chord which bears North 55°40'32" West, a distance of 481.73 feet) and an arc length of 482.94 feet; THENCE North 13°24'41" East a distance of 61.75 feet to a point on a non-tangent curve; THENCE around a curve to the left having a radius of 2030.00 feet (said curve subtended by a chord which bears North 75°54'02" West, a distance of 898.35 feet) and an arc length of 905.85 feet; THENCE South 89°43'36" West a distance of 298.79 feet; THENCE North 45°15'30" West a distance of 35.35 feet; THENCE North 00°14'36" West a distance of 1022.37 feet to the **POINT OF BEGINNING.**

Said tract contains 55.70 acres, more or less.

EXHIBIT B

Preliminary Site Development Plan

Full Size Documents Submitted to City Staff



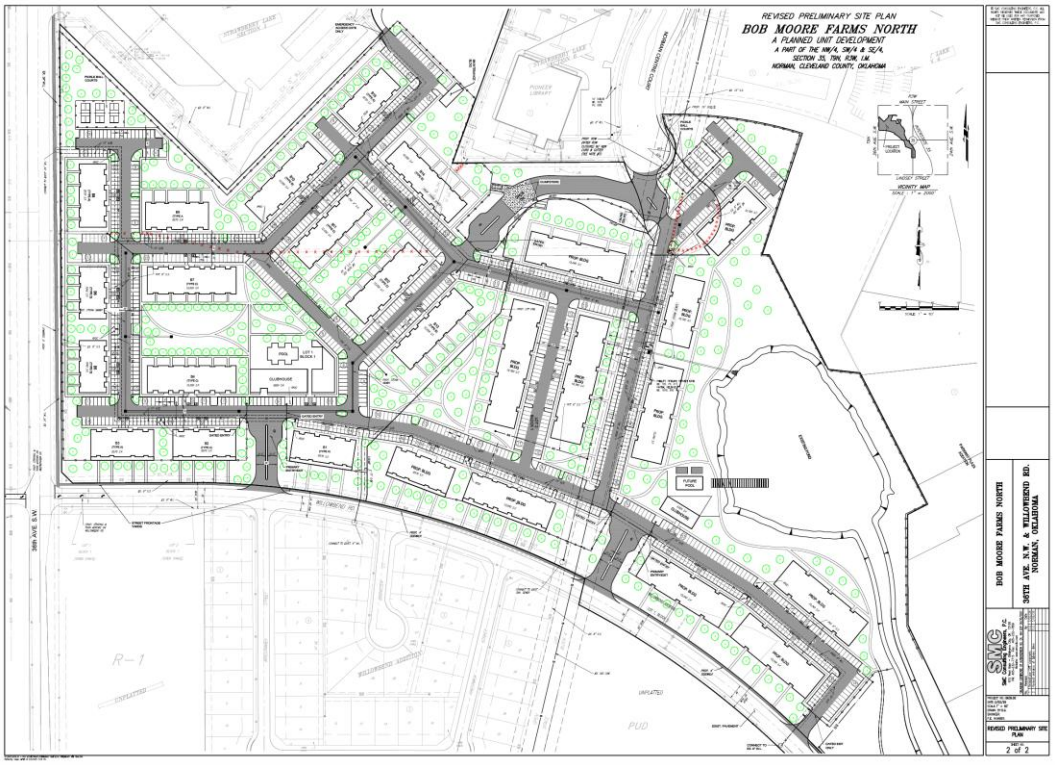


EXHIBIT C

Allowable Uses

- Multi-family residential dwelling units
- Townhomes
- Short-term rentals
- 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 associated amenities and supporting 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

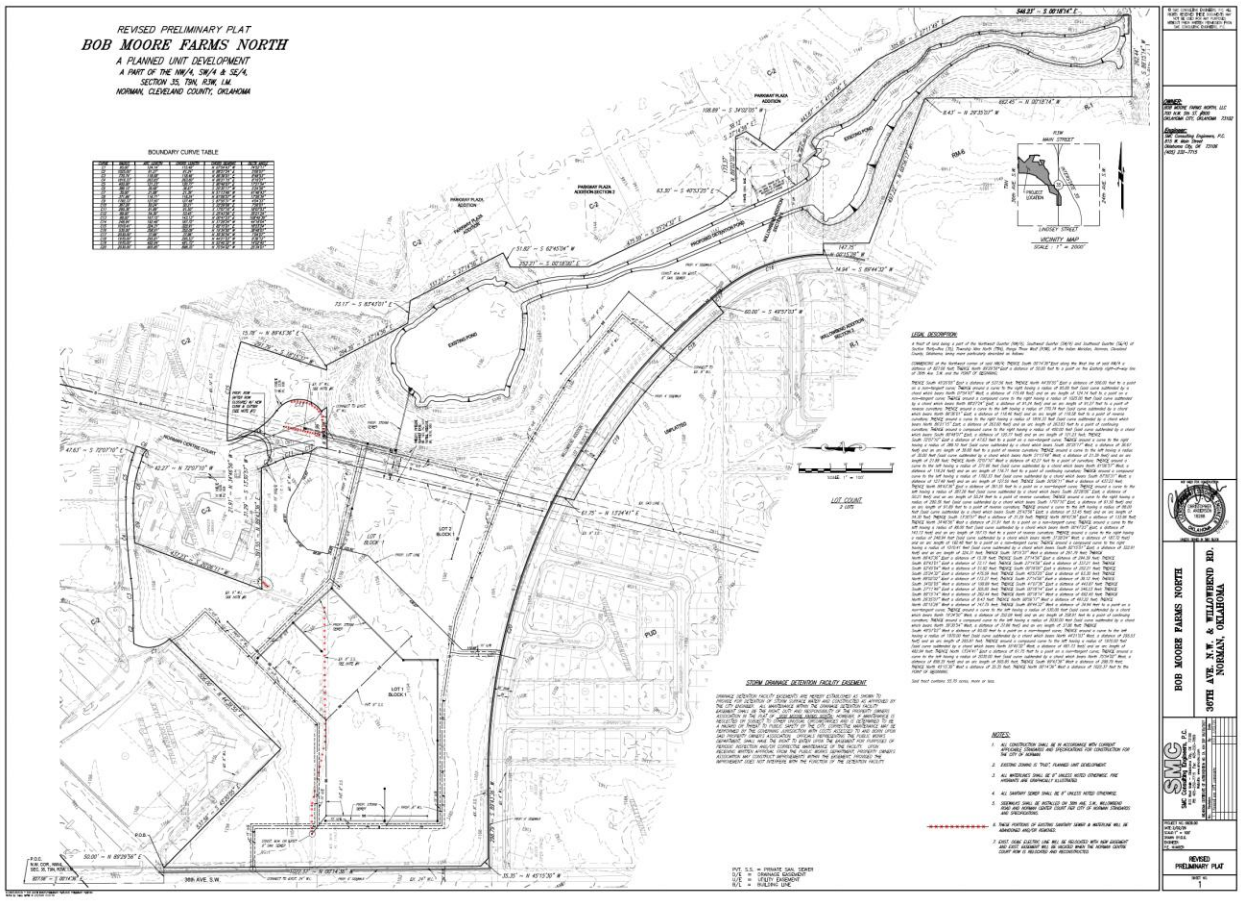
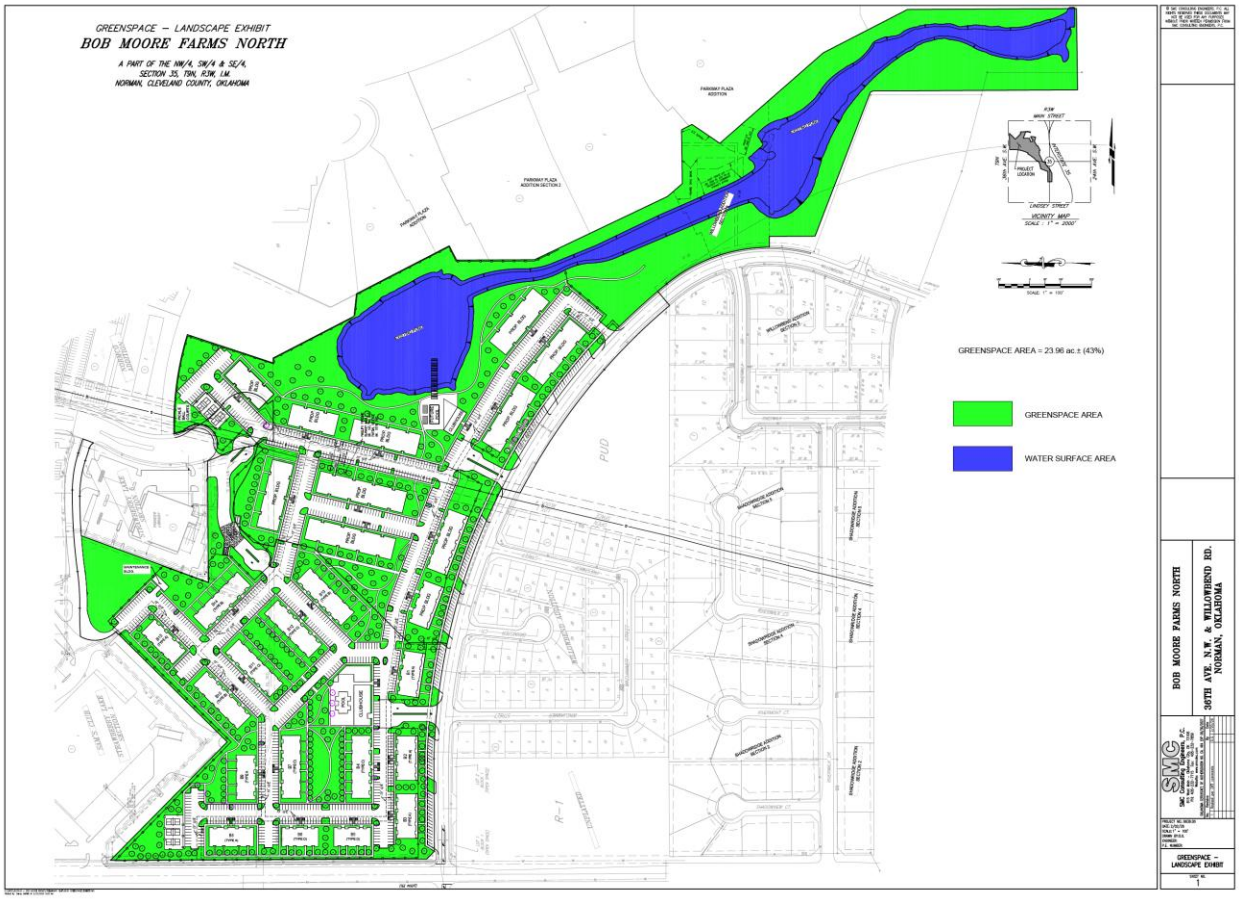


Exhibit E

Preliminary Greenspace Exhibit

Full Size Documents Submitted to City Staff

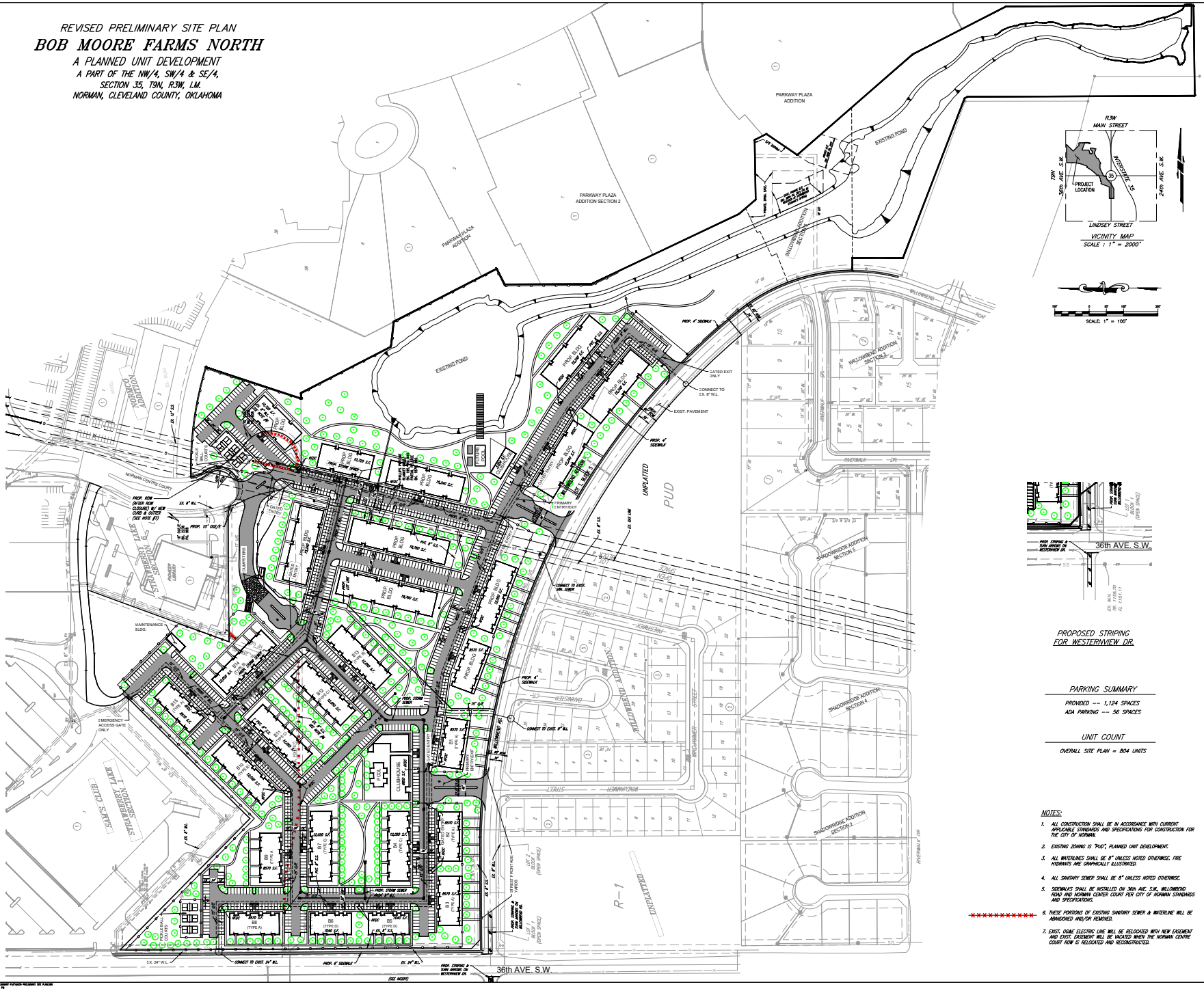


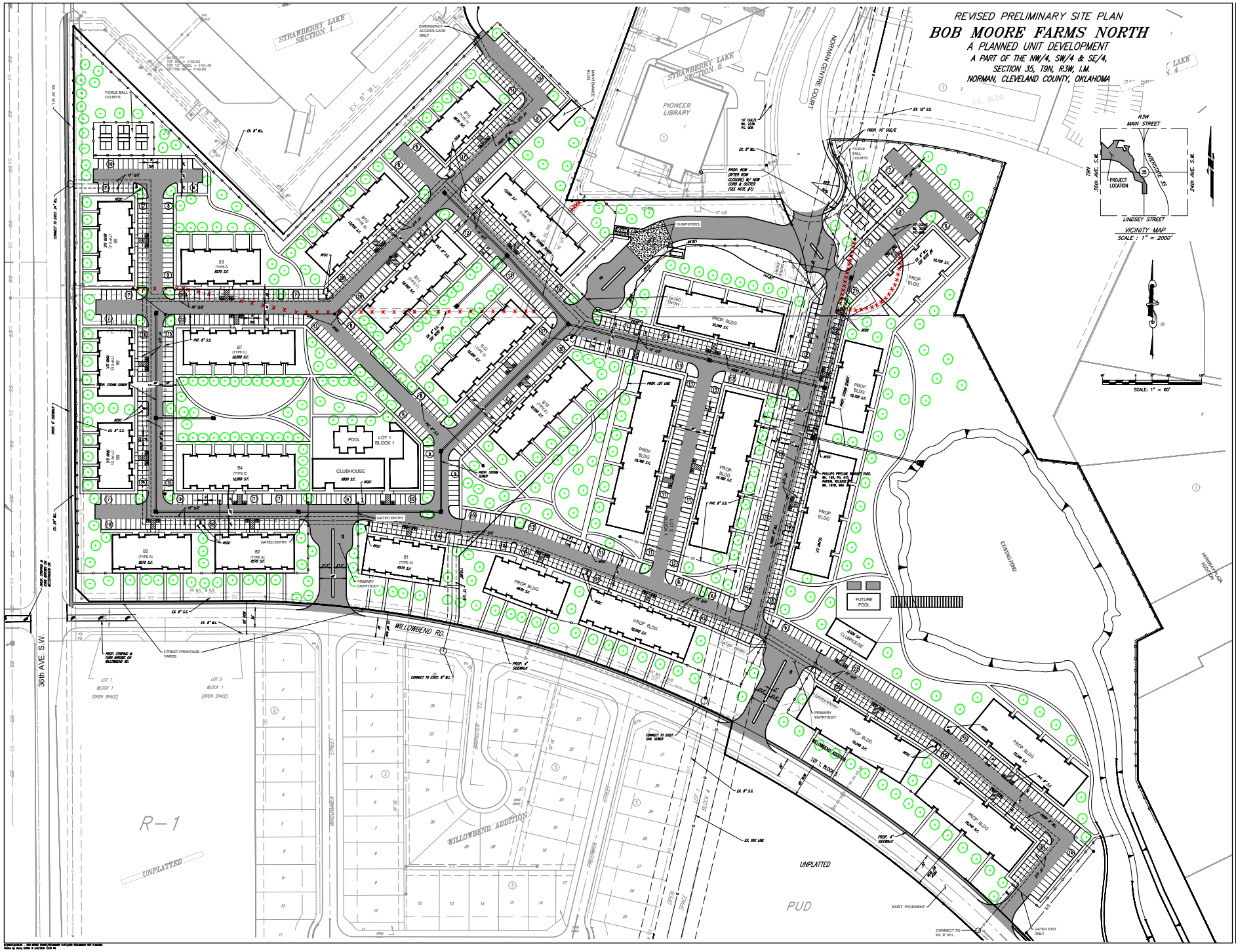
REVISED PRELIMINARY SITE PLAN

BOB MOORE FARMS NORTH

A PLANNED UNIT DEVELOPMENT

A PART OF THE NW/4, SW/4 & SE/4,
SECTION 35, T9N, R3W, I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA


PARKWAY PLAZA ADDITION
PARKWAY PLAZA ADDITION SECTION 2
EXISTING POND
WILLOWBEND ADDITION SECTION 3
WILLOWBEND ADDITION SECTION 2
SHADOWRIDGE ADDITION SECTION 1
SHADOWRIDGE ADDITION SECTION 2
SHADOWRIDGE ADDITION SECTION 3
UNPLATTED
PUD
R-1
NORMAN CENTRE COURT
WILLOWBEND
RIVERWALK DR.
RIVERWALK TER.
MACKENZIE STREET
LINDSEY STREET
36th AVE. S.W.
PROP. 4' SIDEWALK
EXISTING EXIT ONLY
CONNECT TO EX. 8" W.L.
EXIST. PAVEMENT
PROP. STRIPING & TURN ARROWS ON WESTERNVIEW DR.
PROP. 10' OGE/E
PROP. 8" S.S.
CONNECT TO EXIST. 8" W.L.
CONNECT TO EXIST. 24" W.L.
PROP. 6" SIDEWALK
EX. 24" W.L.
EX. 8" S.S.
EX. 8" W.L.
EX. 10" S.S.
EX. 12" S.S.
EX. 15" S.S.
EX. 18" S.S.
EX. 24" S.S.
EX. 60" LINE
PROP. STORM SEWER
PROP. 8" W.L.
PROP. 12" W.L.
PROP. 24" W.L.
PROP. 30" W.L.
PROP. 36" W.L.
PROP. 42" W.L.
PROP. 48" W.L.
PROP. 54" W.L.
PROP. 60" W.L.
PROP. 72" W.L.
PROP. 84" W.L.
PROP. 96" W.L.
PROP. 108" W.L.
PROP. 120" W.L.
PROP. 132" W.L.
PROP. 144" W.L.
PROP. 156" W.L.
PROP. 168" W.L.
PROP. 180" W.L.
PROP. 192" W.L.
PROP. 204" W.L.
PROP.


REVISED PRELIMINARY SITE PLAN
BOB MOORE FARMS NORTH
A PLANNED UNIT DEVELOPMENT
A PART OF THE NW/4, SW/4 & SE/4,
SECTION 35, T9N, R3W, I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA
VICINITY MAP
SCALE : 1" = 2000'
SCALE: 1" = 60'
36th AVE. S.W.
WILLOWBEND RD.
WILLOWBEND ADDITION
STRAWBERRY LAKE SECTION 1
STRAWBERRY LAKE SECTION 6
PIONEER LIBRARY
NORMAN CENTRE COURT
LINDSEY STREET
MAIN STREET
INTERSTATE 35
PROJECT LOCATION
R-1
UNPLATTED
PUD
CLUBHOUSE
POOL
FUTURE POOL
DUMPSTERS
GATED ENTRY
PRIMARY ENTRY/EXIT
EXIST. PAVEMENT
EXISTING POND
PARKWAY PLACE ADDITION
BOB MOORE FARMS NORTH
36TH AVE. N.W. & WILLOWBEND RD.
NORMAN, OKLAHOMA
SMC Consulting Engineers, P.C.
SHEET NO.
2 of 2
164

REVISED PRELIMINARY PLAT

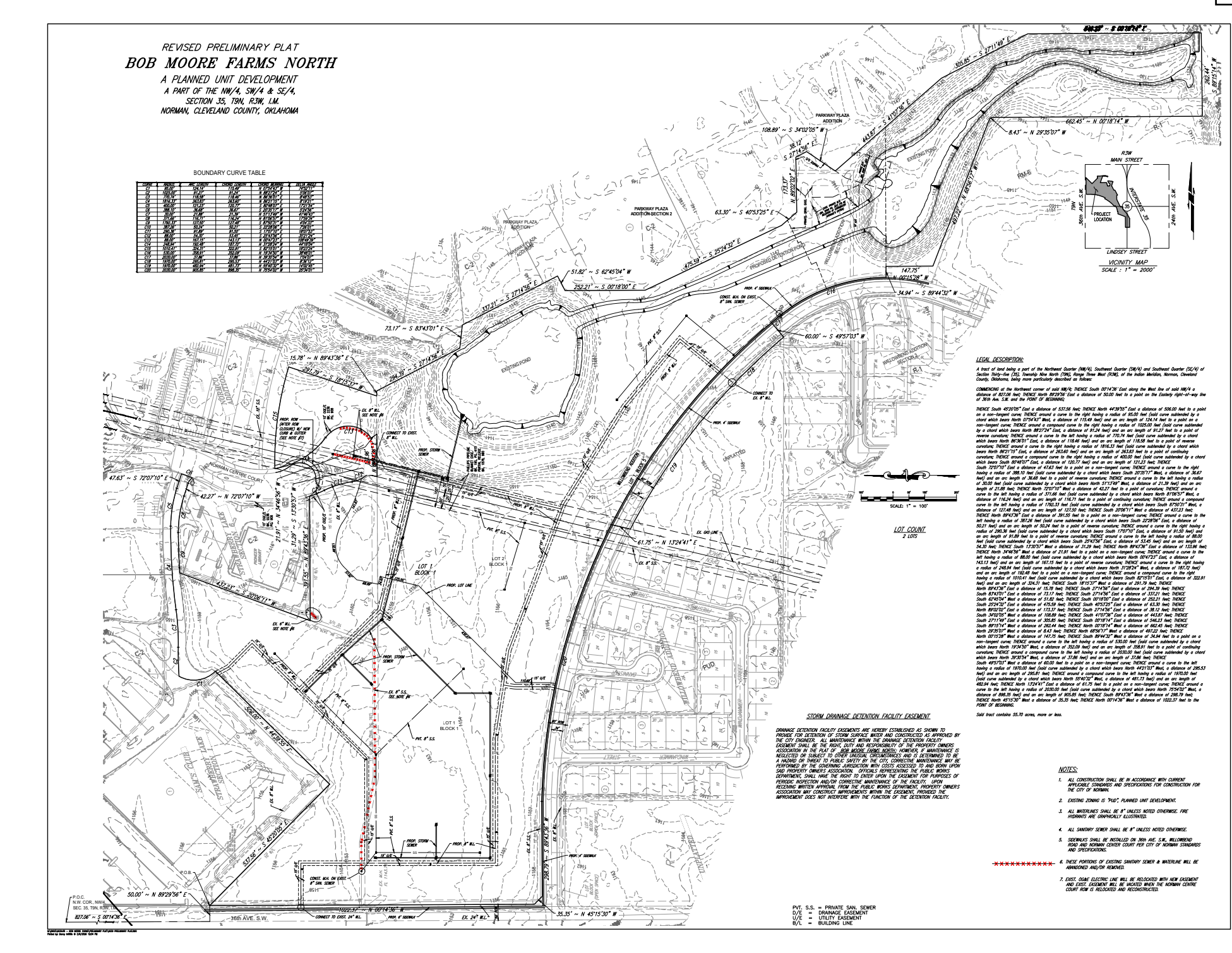
BOB MOORE FARMS NORTH

A PLANNED UNIT DEVELOPMENT

A PART OF THE NW/4, SW/4 & SE/4,
SECTION 35, T9N, R3W, I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA

BOUNDARY CURVE TABLE

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	85.00'	124.19'	113.48'	N 57°43'41" E	83°43'01"
C2	1025.00'	211.21'	210.82'	N 83°40'04" E	11°48'32"
C3	770.74'	118.58'	118.46'	N 86°36'01" E	8°48'51"
C4	1816.33'	263.65'	263.42'	N 89°21'15" E	8°18'51"
C5	400.00'	121.93'	121.47'	S 85°48'01" E	17°27'54"
C6	368.17'	36.48'	36.47'	S 82°08'01" E	5°40'44"
C7	85.00'	116.86'	107.96'	S 31°17'39" E	78°46'31"
C8	371.66'	116.71'	116.24'	N 41°06'51" E	17°59'54"
C9	1780.33'	127.50'	127.48'	S 85°30'01" E	4°06'01"
C10	367.29'	39.13'	39.11'	S 85°48'01" E	6°06'01"
C11	296.29'	31.95'	31.93'	S 73°01'01" E	6°10'51"
C12	85.00'	74.39'	72.05'	S 42°43'26" E	50°08'43"
C13	68.00'	107.15'	143.11'	N 41°24'01" E	108°48'23"
C14	248.94'	94.94'	94.37'	N 11°04'01" E	21°51'09"
C15	1010.41'	104.11'	104.07'	N 87°30'01" E	5°54'22"
C16	530.00'	358.91'	352.03'	N 19°34'01" E	38°48'51"
C17	2030.00'	37.86'	37.86'	N 36°26'01" E	1°04'01"
C18	1970.00'	482.44'	481.23'	N 48°42'01" E	14°02'01"
C19	1970.00'	482.44'	481.23'	N 62°44'01" E	14°02'01"
C20	2030.00'	405.86'	405.26'	N 78°54'01" E	11°27'31"



LEGAL DESCRIPTION:

A tract of land being a part of the Northeast Quarter (NW/4), Southwest Quarter (SW/4) and Southeast Quarter (SE/4) of Section Thirty-five (35), Township Nine North (T9N), Range Three West (R3W), of the Indian Meridian, Norman, Cleveland County, Oklahoma, being more particularly described as follows:

COMMENCING at the Northwest corner of said NW/4; THENCE South 00°14'36" East along the West line of said NW/4 a distance of 827.08 feet; THENCE North 89°29'56" East a distance of 50.00 feet to a point on the Easterly right-of-way line of 36th Ave. S.W. and the POINT OF BEGINNING;

THENCE South 45°20'05" East a distance of 537.56 feet; THENCE North 44°39'55" East a distance of 506.00 feet to a point on a non-tangent curve; THENCE around a curve to the right having a radius of 85.00 feet (said curve subtended by a chord which bears North 07°54'43" West, a distance of 115.49 feet) and an arc length of 124.14 feet to a point on a non-tangent curve; THENCE around a compound curve to the right having a radius of 1025.00 feet (said curve subtended by a chord which bears North 88°37'24" East, a distance of 91.24 feet) and an arc length of 91.27 feet to a point of reverse curvature; THENCE around a curve to the left having a radius of 770.74 feet (said curve subtended by a chord which bears North 86°36'01" East, a distance of 118.46 feet) and an arc length of 118.58 feet to a point of reverse curvature; THENCE around a curve to the right having a radius of 1816.33 feet (said curve subtended by a chord which bears North 89°21'15" East, a distance of 263.40 feet) and an arc length of 263.65 feet to a point of continuing curvature; THENCE around a compound curve to the right having a radius of 400.00 feet (said curve subtended by a chord which bears South 85°48'01" East, a distance of 120.77 feet) and an arc length of 121.23 feet; THENCE South 77°07'10" East a distance of 47.63 feet to a point on a non-tangent curve; THENCE around a curve to the right having a radius of 368.10 feet (said curve subtended by a chord which bears South 20°05'17" West, a distance of 36.47 feet) and an arc length of 36.48 feet to a point of reverse curvature; THENCE around a curve to the left having a radius of 30.00 feet (said curve subtended by a chord which bears North 51°13'39" West, a distance of 21.39 feet) and an arc length of 21.88 feet; THENCE North 72°07'10" West a distance of 42.27 feet to a point of curvature; THENCE around a curve to the left having a radius of 371.66 feet (said curve subtended by a chord which bears North 81°06'57" West, a distance of 116.24 feet) and an arc length of 116.71 feet to a point of continuing curvature; THENCE around a compound curve to the left having a radius of 1780.33 feet (said curve subtended by a chord which bears South 87°50'31" West, a distance of 127.48 feet) and an arc length of 127.50 feet; THENCE South 89°56'17" West a distance of 437.23 feet; THENCE North 89°43'36" East a distance of 391.55 feet to a point on a non-tangent curve; THENCE around a curve to the left having a radius of 367.29 feet (said curve subtended by a chord which bears South 23°28'36" East, a distance of 50.21 feet) and an arc length of 50.24 feet to a point of reverse curvature; THENCE around a curve to the right having a radius of 280.36 feet (said curve subtended by a chord which bears South 17°07'10" East, a distance of 91.50 feet) and an arc length of 91.89 feet to a point of reverse curvature; THENCE around a curve to the left having a radius of 68.00 feet (said curve subtended by a chord which bears South 23°43'56" East, a distance of 53.45 feet) and an arc length of 54.30 feet; THENCE South 13°50'57" West a distance of 31.29 feet; THENCE North 89°43'36" East a distance of 133.86 feet; THENCE North 34°46'56" West a distance of 21.91 feet to a point on a non-tangent curve; THENCE around a curve to the left having a radius of 85.00 feet (said curve subtended by a chord which bears North 30°47'23" East, a distance of 143.11 feet) and an arc length of 167.15 feet to a point of reverse curvature; THENCE around a curve to the right having a radius of 248.94 feet (said curve subtended by a chord which bears North 31°28'24" West, a distance of 187.72 feet) and an arc length of 192.48 feet to a point on a non-tangent curve; THENCE around a compound curve to the right having a radius of 1010.41 feet (said curve subtended by a chord which bears South 82°15'01" East, a distance of 332.91 feet) and an arc length of 334.31 feet; THENCE South 18°13'27" West a distance of 291.79 feet; THENCE North 89°43'36" East a distance of 15.78 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; THENCE South 27°14'56" East a distance of 337.21 feet; THENCE South 62°45'04" East a distance of 51.82 feet; THENCE South 00°18'00" East a distance of 252.21 feet; THENCE South 25°24'39" East a distance of 475.59 feet; THENCE South 40°53'25" East a distance of 63.30 feet; THENCE North 89°52'02" East a distance of 173.37 feet; THENCE South 27°14'56" East a distance of 38.12 feet; THENCE South 34°02'05" West a distance of 108.89 feet; THENCE South 44°10'46" East a distance of 443.87 feet; THENCE South 27°11'49" East a distance of 305.85 feet; THENCE South 00°18'14" East a distance of 546.23 feet; THENCE South 89°15'14" West a distance of 262.44 feet; THENCE North 00°18'14" East 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°15'26" West a distance of 147.75 feet; THENCE South 89°44'32" East a distance of 34.94 feet to a point on a non-tangent curve; THENCE around a curve to the left having a radius of 530.00 feet (said curve subtended by a chord which bears North 19°34'01" West, a distance of 352.03 feet) and an arc length of 358.91 feet to a point of continuing curvature; THENCE around a compound curve to the left having a radius of 2030.00 feet (said curve subtended by a chord which bears North 36°26'01" West, a distance of 37.86 feet) and an arc length of 37.86 feet; THENCE South 60°44'29" East a distance of 60.00 feet to a point on a non-tangent curve; THENCE around a curve to the left having a radius of 1970.00 feet (said curve subtended by a chord which bears North 44°21'03" West, a distance of 295.53 feet) and an arc length of 295.81 feet; THENCE around a compound curve to the left having a radius of 1970.00 feet (said curve subtended by a chord which bears North 57°40'32" West, a distance of 481.73 feet) and an arc length of 482.94 feet; THENCE North 1°24'41" East a distance of 61.75 feet to a point on a non-tangent curve; THENCE around a curve to the left having a radius of 2030.00 feet (said curve subtended by a chord which bears North 75°54'02" West, a distance of 898.35 feet) and an arc length of 905.85 feet; THENCE South 89°43'36" West a distance of 298.79 feet; THENCE North 45°15'30" West a distance of 35.35 feet; THENCE North 00°14'36" West a distance of 1022.37 feet to the POINT OF BEGINNING.

Said tract contains 55.70 acres, more or less.

STORM DRAINAGE DETENTION FACILITY EASEMENT

DRAINAGE DETENTION FACILITY EASEMENTS ARE HEREBY ESTABLISHED AS SHOWN TO PROVIDE FOR DETENTION OF STORM SURFACE WATER AND CONSTRUCTED AS APPROVED BY THE CITY ENGINEER. ALL MAINTENANCE WITHIN THE DRAINAGE DETENTION FACILITY EASEMENT SHALL BE THE RIGHT, DUTY AND RESPONSIBILITY OF THE PROPERTY OWNERS ASSOCIATION IN THE PLAT OF BOB MOORE FARMS NORTH; HOWEVER, IF MAINTENANCE IS NEGLECTED OR SUBJECT TO OTHER UNUSUAL CIRCUMSTANCES AND IS DETERMINED TO BE A HAZARD OR THREAT TO PUBLIC SAFETY BY THE CITY, CORRECTIVE MAINTENANCE MAY BE PERFORMED BY THE GOVERNING JURISDICTION WITH COSTS ASSESSED TO AND BORNE UPON SAID PROPERTY OWNER'S ASSOCIATION. OFFICIALS REPRESENTING THE PUBLIC WORKS DEPARTMENT, SHALL HAVE THE RIGHT TO ENTER UPON THE EASEMENT FOR PURPOSES OF PERIODIC INSPECTION AND/OR CORRECTIVE MAINTENANCE OF THE FACILITY. UPON RECEIVING WRITTEN APPROVAL FROM THE PUBLIC WORKS DEPARTMENT, PROPERTY OWNERS ASSOCIATION MAY CONSTRUCT IMPROVEMENTS WITHIN THE EASEMENT, PROVIDED THE IMPROVEMENT DOES NOT INTERFERE WITH THE FUNCTION OF THE DETENTION FACILITY.

NOTES:

1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH CURRENT APPLICABLE STANDARDS AND SPECIFICATIONS FOR CONSTRUCTION FOR THE CITY OF NORMAN.
2. EXISTING ZONING IS "PUD", PLANNED UNIT DEVELOPMENT.
3. ALL WATERLINES SHALL BE 8" UNLESS NOTED OTHERWISE. FIRE HYDRANTS ARE GRAPHICALLY ILLUSTRATED.
4. ALL SANITARY SEWER SHALL BE 8" UNLESS NOTED OTHERWISE.
5. SIDEWALKS SHALL BE INSTALLED ON 36th AVE. S.W., WILLOWBEND ROAD AND NORMAN CENTER COURT PER CITY OF NORMAN STANDARDS AND SPECIFICATIONS.
6. THESE PORTIONS OF EXISTING SANITARY SEWER & WATERLINE WILL BE ABANDONED AND/OR REMOVED.
7. EXIST. OG&E ELECTRIC LINE WILL BE RELOCATED WITH NEW EASEMENT AND FIRST. EASEMENT WILL BE VACATED WHEN THE NORMAN CENTRE COURT ROW IS RELOCATED AND RECONSTRUCTED.

P.V.T. S.S. = PRIVATE SAN. SEWER
D/E = DRAINAGE EASEMENT
U/E = UTILITY EASEMENT
B/L = BUILDING LINE

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OWNER:
BOB MOORE FARMS NORTH, LLC
700 N.W. 5th ST. #800
OKLAHOMA CITY, OKLAHOMA 73102

Engineer:
SMC Consulting Engineers, P.C.
815 W. Main Street
Oklahoma City, OK 73106
(405) 232-7715

NOT VALID FOR CONSTRUCTION
REGISTERED PROFESSIONAL ENGINEER
CHRISTOPHER D. ANDERSON
19288
OKLAHOMA
UNLESS SIGNED IN THIS BLOCK

BOB MOORE FARMS NORTH
36TH AVE. N.W. & WILLOWBEND RD.
NORMAN, OKLAHOMA

SMC
SMC Consulting Engineers, P.C.
815 West Main
OKC, OK 73106
PH: 405-232-7715 Fax: 405-232-7399
CERTIFICATE OF AUTHORIZATION NO. CA 469 OF 06/30/2007

NO.	DESCRIPTION	DATE
1	Revised per staff comments	2/02/09

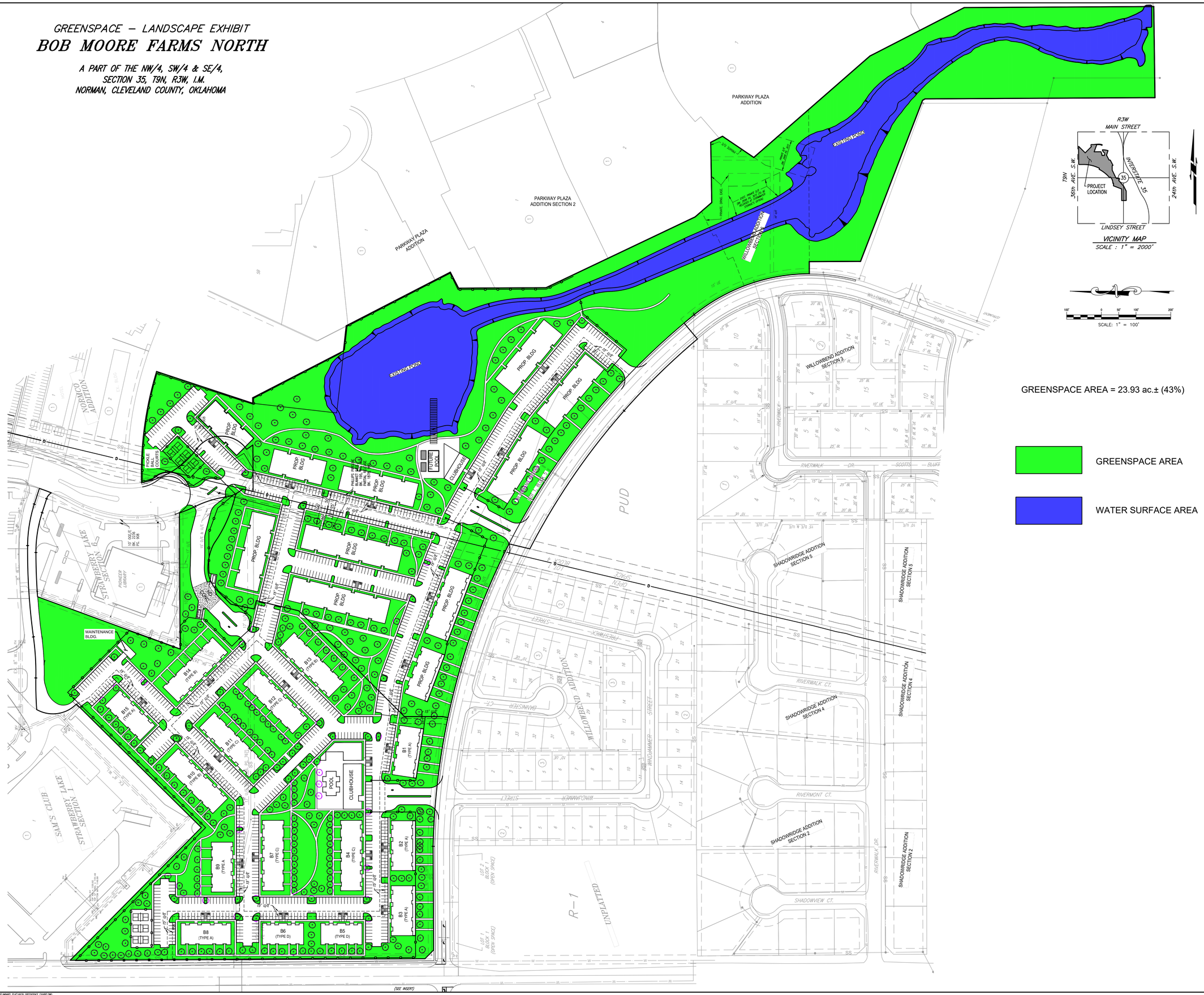
PROJECT NO.: 0639.00
DATE: 2/02/09
SCALE: 1" = 100'
DRAWN BY: JMC
CHECKED BY: CDA

SHEET NO.
1

GREENSPACE – LANDSCAPE EXHIBIT

BOB MOORE FARMS NORTH

A PART OF THE NW/4, SW/4 & SE/4,
SECTION 35, T9N, R3W, I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA



VICINITY MAP
SCALE : 1" = 2000'

SCALE: 1" = 100'

GREENSPACE AREA = 23.93 ac.± (43%)

GREENSPACE AREA

WATER SURFACE AREA

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BOB MOORE FARMS NORTH

36TH AVE. N.W. & WILLOWBEND RD.
NORMAN, OKLAHOMA

SMC Consulting Engineers, P.C.
Norman, Oklahoma 73069
Ph. 405-232-7715 Fax 405-321-7959
Website: www.smcokc.com

OKLAHOMA CERTIFICATE OF AUTHORIZATION NO. CA 464 EXP. 06/30/2027

No.	Revision	By	Date
1	Revised per DRC comments	DG	1/30/26
2	Revised per new access at signal	DG	2/02/26

PROJECT NO.: 6639.00
DATE: 2/02/26
SCALE: 1" = 100'
DRAWN BY: D.G.
ENGINEER:
P.E. NUMBER:

GREENSPACE – LANDSCAPE EXHIBIT

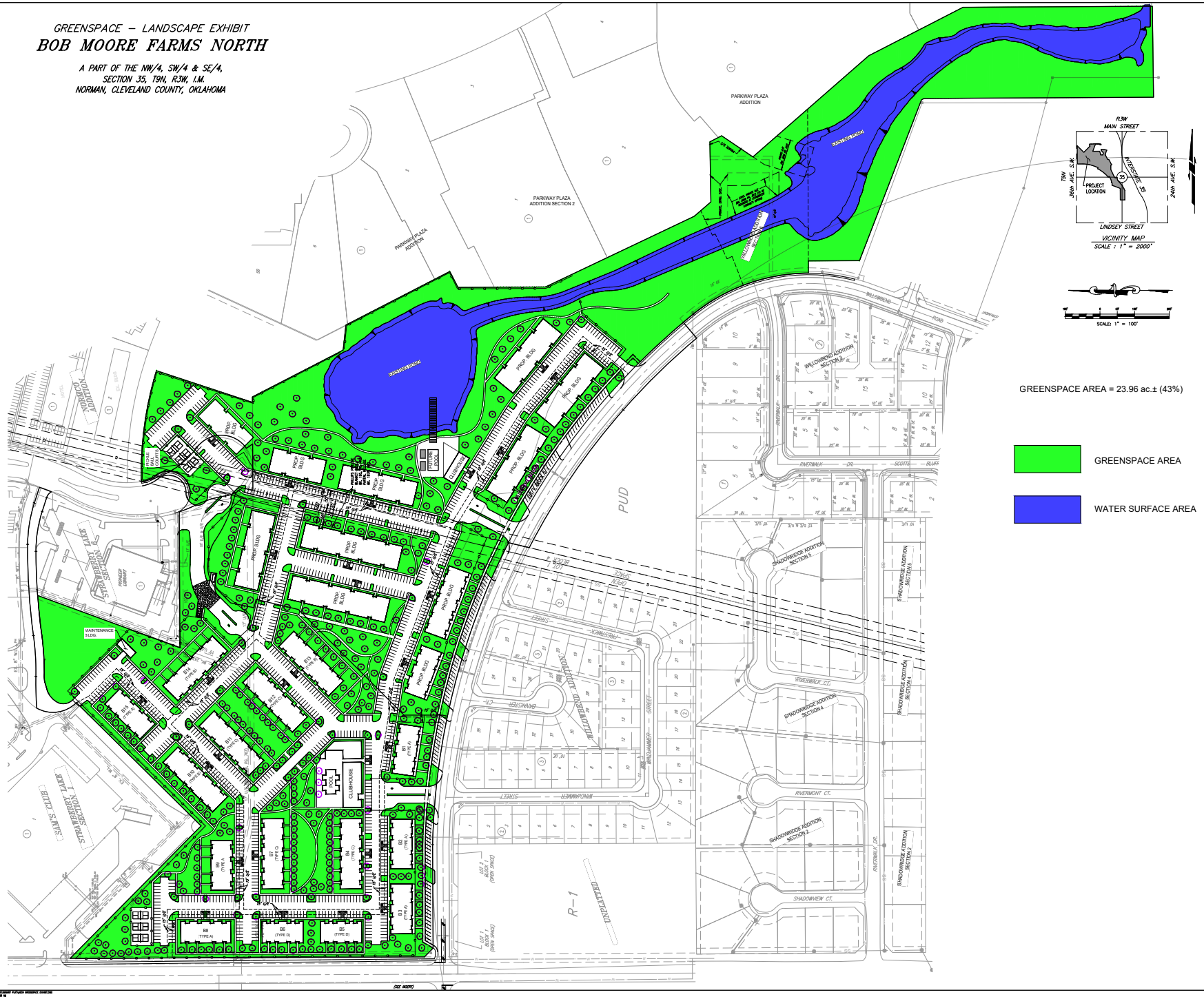
SHEET NO.
1

N:\2M\07\6639.00 - BOB MOORE FARMS\PRELIM\PRELIMINARY PLAT\6639 GREENSPACE EXHIBIT.DWG
Plotted by: Danny Griffith @ 2/11/2026 4:28 PM

GREENSPACE – LANDSCAPE EXHIBIT

BOB MOORE FARMS NORTH

A PART OF THE NW/4, SW/4 & SE/4,
SECTION 35, T9N, R3W, I.M.
NORMAN, CLEVELAND COUNTY, OKLAHOMA



GREENSPACE AREA = 23.96 ac.± (43%)

GREENSPACE AREA

WATER SURFACE AREA

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BOB MOORE FARMS NORTH

36TH AVE. N.W. & WILLOWBEND RD.
NORMAN, OKLAHOMA

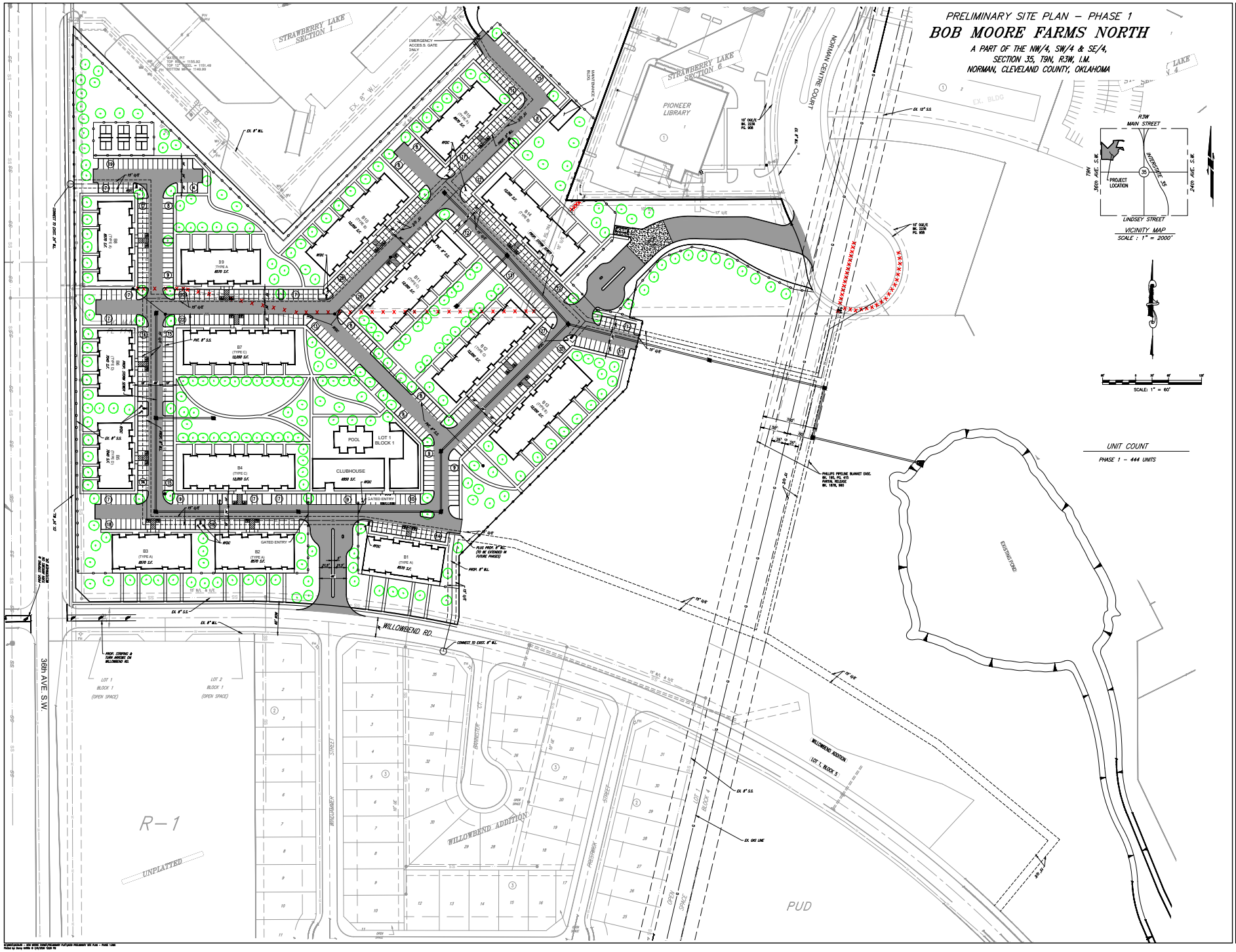
SMC
SMC Consulting Engineers, P.C.
301 W. Boyd, Suite 101, Norman, OK 73069
PH: 405-321-7115 Fax: 405-321-7199
OKLAHOMA CERTIFICATE OF AUTHORIZATION NO. CA 4453 EXP. 06/30/2007

No.	Revision per DRT comments	Date
1		2/20/08

PROJECT NO.: 6639.00
DATE: 2/02/08
SCALE: 1" = 100'
DRAWN BY: RB
CHECKED BY: TB

167

SHEET NO.
1



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BOB MOORE FARMS NORTH

36TH AVE. N.W. & WILLOWBEND RD.
NORMAN, OKLAHOMA

SMC
SMC Consulting Engineers, P.C.
115 N. Peters Ave., Norman, OK 73069
PH: 405-321-7709 Fax: 405-321-7099
OKLAHOMA CERTIFICATE OF AUTHORIZATION NO. CA 4443 EXP. 06/30/2007

No.	Description	Date
1	Revised per NRT comments	04/17/2008
2	Revised per NRT comments	05/16/2008

PROJECT NO.: 6639.00
DATE: 3/20/2008
SCALE: 1" = 60'
DESIGNED BY: SMC
DRAWN BY: SMC
CHECKED BY: SMC

PRELIMINARY SITE PLAN – PHASE 1

SHEET NO. 1

Applicant: Bob Moore Farms North, LLC

Project Location: South of W. Main Street, west of Ed Noble Parkway, north of W. Lindsey Street, and east of 36th Avenue S.W.

Case Number: PD26-3

Time: 5:30 p.m.

Applicant Representative:
Sean Rieger

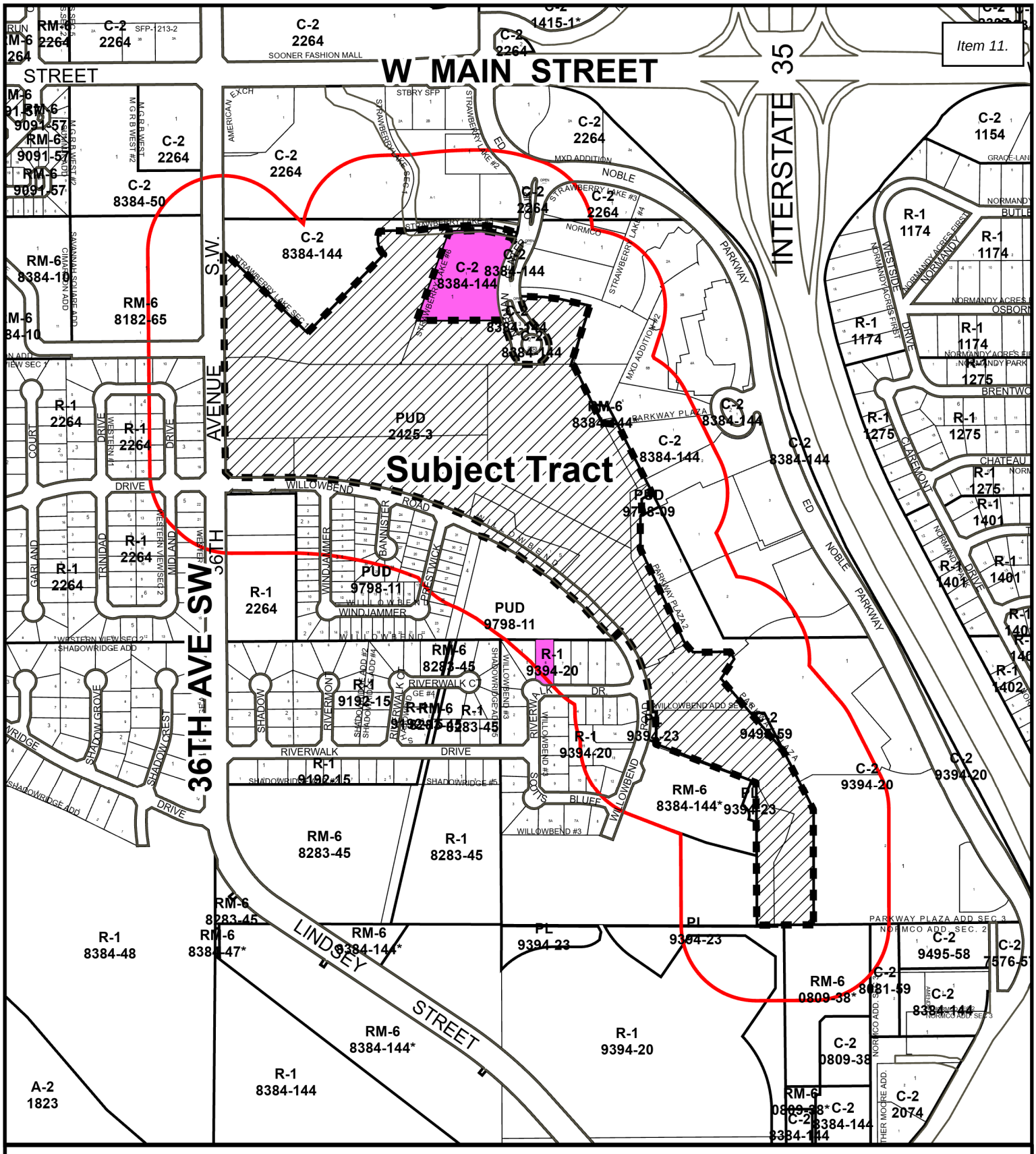
Attendees:
Robert Bruce
Mary Roberts
Cheryl Stamper
Sondra Clour
Will Pence
Gina Pence
Carol Hall
Troy Williams
Teresa Burkhart
Kim Guenther
Kevin Davis
Dianna Hunter
Roger Schultz
Rhonda Schultz
Steve Hill
ML Terry
Lisa Wells
Nikita Patel
Sim Strickland

City Staff:
Logan Gray, Planner II
Landon Gum, Subdivision Development Coordinator

Application Summary:
The applicant requests an amendment to the existing PUD, Preliminary Plat, and associated site plans to develop additional residential units for the subject property. The amendment would alter the overall site design and remove any commercial development in favor of multifamily residential. The applicant's representative stated that the vision is a gated apartment complex. A rezoning application had not been submitted at the time of this meeting.

Neighbor's Comments/Concerns/Responses:

Several neighboring residents were in attendance and asked questions related to the project. Some attendees raised questions about how many new residential units were being proposed, and how many new occupants were expected. Sean Riger, the applicant's representative, stated that the number of dwelling units and potential occupants has not been determined, but will be included in the information presented to Planning Commission and City Council should a rezoning application move forward. Other attendees voiced their preference for the development's access to be taken off 36th Avenue S.W., rather than Willow Bend Drive, as presented. Mr. Rieger stated that it was the City of Norman's preference that there be minimal access points on arterial streets, and added that additional access to the development is proposed to the north of the site, closer to W. Main Street. A follow-up question was posed regarding the potential for additional turn lanes to be placed on 36th Avenue S.W. to accommodate the increased traffic. Mr. Rieger stated that such items would be addressed through a future traffic study conducted for the development. Other attendees inquired about the impact the development will have on stormwater runoff in the area, to which the applicant's engineer responded that there should be no impact to the surrounding area in terms of stormwater. One attendee asked why the commercial component was no longer a part of the proposed development. Mr. Rieger stated that the developer determined residential development to be a more favorable investment. Finally, some attendees asked what the timeline would be for the first and second phases, and if there would be more phases to come. Mr. Rieger responded that it would likely take years to break ground on Phase 1, and likely even longer for Phase 2, subject to market forces. He continued by saying that any future phases would require starting the current process over again, including another Pre-Development meeting, and Planning Commission and City Council review.



Protest Map

3.9% Protest Within Notification Area

Map Produced by the City of Norman Geographic Information System. The City of Norman assumes no responsibility for errors or omissions in the information presented.

Subject Tract

Notification Area

Protest

March 9, 2026

Pioneer Library System
300 Norman Center Court
Norman, OK 73072
405 801 4502
March 6, 2026

FILED IN THE OFFICE
OF THE CITY CLERK
ON 03/06/26-KW

Hand-delivered
City of Norman
c/o Norman City Clerk and
c/o Norman Planning Commission
201 W. Gray and
225 N. Webster
Norman, OK 73069

Re: Bob Moore Farms North LLC application to close and vacate a portion of Norman Center Court ROW O-2526-46

Bob Moore Farmes North LLC rezoning, special use and/or AIM Norman amendment application O-2526-43

Ladies and Gentlemen:

Pioneer Library System Board of Trustees ("Pioneer") owns property at 300 Norman Center Court, Norman, OK (Lot 1, Block 1, Strawberry Lake Section Six). The Pioneer property is within 350 feet of the property for which the referenced applications have been made. Pioneer protests each of the proposed applications.

The proposed development calls for an entrance to the applicant's property over the existing Pioneer entrance to its property at the southeast corner of the Pioneer lot, in addition to removal of curbing on the Pioneer property and encroachment of the applicant's driveway onto Pioneer property. This is a serious safety concern. The proposed plan does not appropriately address traffic flow in the cul-de-sac and may circumvent Norman's reasonable limits on cul-de-sac apron cuts.

Pioneer currently uses its driveway primarily for trucks transporting books and other materials and expects increased usage from library staff and patrons in conjunction with adjustments to the Pioneer parking areas resulting from construction of new covered programming space located on the Pioneer lot east of the Pioneer building and north of the corner in question.

Pioneer appreciates your attention to these safety and usage issues for patrons and staff of the library as well as users of the applicant's properties.

Lisa Wells

Lisa Wells, Executive Director
Pioneer Library System

Doc#:R 2011 42653
Bk&Pg:RB 4946 1335-1338
Filed:12-15-2011 JRS
04:18:12 PM WD
Cleveland County, OK

Upon recordation, return to:
Rebecca J. Patten, Esq
765 Asp Avenue, Suite 202
Norman, Oklahoma 73069

#1624373

Return original to:

Marcia J. Chappelear
First American Title & Trust Co.
501 North Walker, Ste. 170
Oklahoma City, OK 73102

FA (10)
19. 00CK
2410.00 CK

NCS

SPECIAL WARRANTY DEED (1)

THIS INDENTURE, made this 9 day of December, 2011, between **AGREE LIMITED PARTNERSHIP**, a Delaware limited partnership ("Grantor"), whose mailing address is 31850 Northwestern highway, Farmington Hills, Michigan 48334, and **PIONEER LIBRARY SYSTEM BOARD OF TRUSTEES**, an Oklahoma public library system ("Grantee"), whose mailing address is 225 North Webster, Norman, Oklahoma 73069.

WITNESSETH, that in consideration of the sum of Ten and no/100 Dollars ($10.00), receipt of which is hereby acknowledged, Grantor does, by these presents, grant, bargain, sell and convey unto Grantee, its successors and assigns, that certain real estate, situated in Cleveland County, State of Oklahoma, more particularly described on Exhibit "A" attached hereto and made a part thereof (the "Property").

TO HAVE AND TO HOLD the Property, subject to the Permitted Exceptions (as herein defined), together with all and singular the tenements, hereditaments and appurtenances thereunto belonging or in any wise appertaining forever.

And Grantor does hereby bind Grantor and Grantor's successors and assigns, to warrant and forever defend all and singular the title to the Property unto Grantee, and its successors and assigns, against every person whomsoever lawfully claiming or to claim the same, or any part thereof, by, through or under Grantor, but not otherwise, and further subject to and excepting from said warranty, the matters set out on Exhibit "B" attached hereto and made a part hereof (collectively the "Permitted Exceptions").

SIGNATURE PAGE FOLLOWS:

State of Oklahoma
Cleveland County
Documentary Stamps
$ 2,400.00

IN WITNESS WHEREOF, Grantor has caused this instrument to be executed the day and year first above written.

AGREE LIMITED PARTNERSHIP,
a Delaware limited partnership

By: AGREE REALTY CORPORATION,
a Maryland corporation
Its: General Partner

By: _____
Joel N. Agree
Its: President and Chief Operating Officer

STATE OF MICHIGAN)
) ss
COUNTY OF OAKLAND)

This instrument was acknowledged before me in Oakland County this 7th day of December, 2011 by Joel N. Agree, President and Chief Operating Officer of Agree Realty Corporation, a Maryland corporation, the General Partner of Agree Limited Partnership, a Delaware limited partnership, on behalf of said partnership.

_____
Notary Public

KATHRYN JOLLY
Notary Public, State of Michigan
County of Oakland
My Commission Expires 8-7-2014
Acting in the County of Oakland

Exhibit "A" - Legal Description

Exhibit "B" - Permitted Exceptions

EXHIBIT "A"

LEGAL DESCRIPTION

Real property situated in Cleveland County, State of Oklahoma and described as follows:

Lot One (1), in Block One (1), of STRAWBERRY LAKE SECTION SIX, to Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

TOGETHER WITH easement(s) for ingress and egress to and from the subject property established by the Access Agreement entered by and between Normco, Inc. and Agree Limited Partnership, recorded in Book 2663, page 753 and Book 2663, page 760; and as established by the Easements with Covenants and Restrictions Affecting Land recorded in Book 2245, page 828.

Physical Address: 300 Norman Center Court, Norman, Oklahoma
Tax ID: 45688
Plat Book/Page: 17/22

EXHIBIT "B"

PERMITTED EXCEPTIONS

1. All interest in and to all oil, gas, coal and other minerals and all rights pertaining thereto.

2. Easement in favor of Oklahoma Gas and Electric Company recorded Book 2236, page 908.

3. Terms, provisions, covenants, conditions, options and easements contained in Easements with Covenants and Restrictions filed August 3, 1990 recorded in Book 2245, page 828.

4. Access Agreement between Normco, Inc. and Agree Limited Partnership, recorded in Book 2663, page 753 and Book 2663, page 760.

5. All items affecting subject Lot as shown on the recorded plat of Strawberry Lake Section 6 are made a part hereof.

6. Easement in favor of City of Norman recorded Book 2746, page 761.

7. Easement in favor of City of Norman recorded Book 2746, page 764.

8. Easement in favor of City of Norman recorded Book 2252, page 412. 619.

AFFIDAVIT

(1)

Doc#:R 2011 42653
Bk&Pg:RB 4946 1335-1338
Filed:12-15-2011 JRS
04:18:12 PM WD
Cleveland County, OK

STATE OF MICHIGAN)
) SS:
COUNTY OF OAKLAND)

To: County Clerk of Cleveland County, Oklahoma.

In accordance with Rule No. 51,007.00: DUTIES AND RESPONSIBILITIES OF THE COUNTY CLERK, the undersigned, being the Grantor(s) in the conveyance to which this affidavit is attached, being first duly sworn, deposes and says:

That the total consideration (as defined in 68 OKL. ST. SECTION 3201) paid for the real estate conveyed by the attached conveyance is $1,600,000.00, documentary stamps totaling 75 cents per $500.00 ($2,400.00) of the above consideration should be affixed to the attached conveyance by the County Clerk.

Signed this 7TH day of December, 2011.

AGREE LIMITED PARTNERSHIP,
a Delaware limited partnership

By: AGREE REALTY CORPORATION,
a Maryland corporation
Its: General Partner

By: _____
Joel N. Agree
Its: President and Chief Operating Officer

STATE OF MICHIGAN)
) ss
COUNTY OF OAKLAND)

This instrument was acknowledged before me in Oakland County this 7TH day of December, 2011 by Joel N. Agree, President and Chief Operating Officer of Agree Realty Corporation, a Maryland corporation, the General Partner of Agree Limited Partnership, a Delaware limited partnership, on behalf of said partnership.

_____
Notary Public

KATHRYN JOLLY
Notary Public, State of Michigan
County of Oakland
My Commission Expires 8-7-2014
Acting in the County of Oakland

1159637 v1

March 9, 2026

FILED IN THE OFFICE
OF THE CITY CLERK
ON 03/09/26-RW

City Clerk
ST City of Norman
201 ~~225~~ N. Webster Ave.
Norman, OK 73069

RE: Written Protest – Rezoning Request and Right-of-Way Closure (Bob Moore Farms North, LLC)

Dear City Clerk,

I am the owner of property located at 3217 Riverwalk Drive, Norman, Oklahoma, which is within 350 feet of the subject tract described in the Notice of Request for Rezoning and the Notice of Request for Right-of-Way Closure dated February 20, 2026.

Please accept this letter as my formal written protest to both:

1. The request to rezone approximately 55.70 acres of property located south of W. Main Street, west of Ed Noble Parkway, north of W. Lindsey Street, and east of 36th Avenue SW; and
2. The request to vacate a portion of the existing right-of-way of Norman Center Court.

As a nearby homeowner, I have concerns about the potential impacts this project may have on my neighborhood, including but not limited to traffic, neighborhood density, drainage, infrastructure capacity, and the compatibility of the proposed development with existing residential areas.

Because this development directly affects the character and livability of the surrounding community, I respectfully request that the Planning Commission and City Council deny or reconsider these requests until the full impacts on all adjacent neighborhoods have been thoroughly evaluated and addressed.

Thank you for your consideration.

Sincerely,

Sheryl Jeanene Tatum
3217 Riverwalk Drive
Norman, OK 73072

March 9, 2026

City Clerk
City of Norman
225 N. Webster Ave.
Norman, OK 73069

FILED IN THE OFFICE
OF THE CITY CLERK
ON 03/09/26-kw

Hello City Clerk,

I live at 3217 Riverwalk Drive with my wife (Sheryl Tatum), and I STRONGLY OPPOSE both (1) the request to rezone approximately 55.70 acres of property located south of W. Main Street, west of Ed Noble Parkway, north of W. Lindsey Street, and east of 36th Avenue SW; and I strongly oppose (2) the request to vacate a portion of the existing right-of-way of Norman Center Court.

I find most troubling no information offered about what the developers want to do now with the new property that backs up DIRECTLY to my home.

It is one thing to propose many large apartment buildings in the land separated from existing neighborhoods by the street. But, removing a portion of that street to bring new, likely high-density development to immediately next to my home is NOT ACCEPTABLE to me and my neighbors in any way.

Thank you,

Bret Bradley, PhD
3217 Riverwalk Dr
Norman OK 73072

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 3/12/2026

REQUESTER: Bob Moore Farms North, LLC

PRESENTER: Logan Gray, Planner II

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-43: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE TRACT OF LAND BEING A PART OF THE NORTHWEST QUARTER (NW/4), SOUTHWEST QUARTER (SW/4) AND SOUTHEAST QUARTER (SE/4) OF SECTION THIRTY-FIVE (35), TOWNSHIP NINE NORTH (T9N), RANGE THREE WEST (R3W) OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM A PUD, PLANNED UNIT DEVELOPMENT, AND PLACE SAME IN A PUD, PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (GENERALLY LOCATED SOUTH OF W MAIN STREET, WEST OF ED NOBLE PARKWAY, NORTH OF W LINDSEY STREET, AND EAST OF 36TH AVENUE SW; WARD 3)

APPLICANT/REPRESENTATIVE	Bob Moore Farms North, LLC/Rieger Sadler Joyce, LLC
LOCATION	South of W Main Street, west of Ed Noble Parkway, north of W Lindsey Street, and east of 36th Avenue SW.
WARD	3
CORE AREA	No
EXISTING ZONING	PUD, Planned Unit Development
EXISTING LAND USE DESIGNATIONS	Urban High, Urban Living Center, and Mixed-Use
CHARACTER AREA	Corridor (In-Town)

PROPOSED ZONING PUD, Planned Unit Development

PROPOSED LAND USE No Change

REQUESTED ACTION Rezone to PUD, Planned Unit Development to allow for the placement of a multifamily residential development

SUMMARY:

The applicant, Bob Moore Farms North, LLC, is requesting a rezoning from PUD, Planned Unit Development, to PUD, Planned Unit Development. The new PUD removes commercial uses from the list of allowed uses and creates a new Preliminary Site Plan for a multifamily residential development.

EXISTING CONDITIONS:

SIZE OF SITE: 55.7 acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning	PUD	C-2	C-2 & RM-6	R-1, PUD, RM-6, & PL	R-1 & PUD
Land Use	Urban High, Urban Living Center, & Mixed-Use	Mixed-Use	Mixed-Use	Urban Low, Urban Living Center, Urban High	Urban Low, Urban Medium, & Urban High
Current Use	Vacant	Commercial	Commercial	Residential (Single-Family) & Vacant	Residential (Single-Family & Multifamily)

ZONING DESIGNATION

PUD, Planned Unit Development

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 maximum choice in the types of environment and living units available to the public.

- 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.
- Maximum enhancement and minimal disruption of existing natural features and amenities.
- 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.
- More efficient and economic use of land resulting in smaller networks of utilities and streets, thereby lowering costs.
- 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.

LAND USE DESIGNATION

Mixed-Use

Urban, compact, walkable pattern. Low to no building spacing and separation of uses. Cultivates vibrant urban areas with an intense mix of uses that not only support residents and employers but leverage their location to attract visitors from throughout the region. For areas requiring retrofit or redevelopment, neighborhood or site master plans should be developed to encourage more efficient and attractive land use along with higher densities.

- Mixed-use areas should have a slightly higher non-residential to residential mix and a predominance of mixed-use structures.
- Gross densities in any single development should be greater than 18 units per acre.

Urban Living Center

Most compact, walkable pattern of urban development. Low to no building spacing and separation of uses. Vibrant urban areas with an intense mix of uses that not only support residents and employers but leverage their location to attract visitors from throughout the region.

- Urban Living Center areas strive for a balance of residential and non-residential uses and predominance of mixed-use development of compatible densities and scales. Current market conditions and demand for housing over commercial spaces will likely result in a slightly higher mix of residential in these areas.
- Gross densities in any single development should be greater than 18 units per acre.

Urban High

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

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

CHARACTER AREA DESIGNATIONS

Corridor Areas

Corridor Areas are developed or undeveloped land on both sides of a roadway; primarily designated, although not limited to, commercial and mixed-use development with auto-centric design. Scale and location affect the type and intensity of these uses. Corridor character is determined by scale and is recognized in three main areas. (Gateway, In-Town, and Downtown)

In-Town Corridors

Arterial streets servicing neighborhood needs including commercial, residential, civic, and recreational uses. Already or likely to experience uncontrolled strip development if growth is not properly managed. Anticipating high public transit access, including stops and shelters in locations safe for passengers and operations. These corridors are managed under Suburban Neighborhood Character Area policies and Action Items.

NEAREST PUBLIC PARK

Cherry Creek Park is approximately 0.5 miles southwest of the subject property and is accessible via sidewalks through the Royal Oaks neighborhood. However, it is not accessible via pedestrian infrastructure due to a lack of pedestrian crossing areas across 36th Avenue SW.

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT: PD26-3 January 22, 2026

Several neighboring residents were in attendance and asked questions related to the project. Some attendees raised questions about how many new residential units were being proposed, and how many new occupants were expected. Sean Riger, the applicant's representative, stated that the number of dwelling units and potential occupants has not been determined, but will be included in the information presented to Planning Commission and City Council should a rezoning application move forward. Other attendees voiced their preference for the development's access to be taken off 36th Avenue S.W., rather than Willow Bend Drive, as presented. Mr. Rieger stated that it was the City of Norman's preference that there be minimal access points on arterial streets, and added that additional access to the development is proposed to the north of the site, closer to W. Main Street. A follow-up question was posed regarding the potential for additional turn lanes to be placed on 36th Avenue S.W. to accommodate the increased traffic. Mr. Rieger stated that such items would be addressed through a future traffic study conducted for the development. Other attendees inquired about the impact the development will have on stormwater runoff in the area, to which the applicant's engineer responded that there should be no impact to the surrounding area in terms of stormwater. One attendee asked why the commercial component was no longer a part of the proposed development. Mr. Rieger stated that the developer determined residential development to be a more favorable investment. Finally, some attendees asked what the timeline would be for the first and second phases, and if there would be more phases to come.

Mr. Rieger responded that it would likely take years to break ground on Phase 1, and likely even longer for Phase 2, subject to market forces. He continued by saying that any future phases would require starting the current process over again, including another Pre-Development meeting, and Planning Commission and City Council review.

BOARD OF PARKS COMMISSIONERS: **March 5, 2026**

Parks Staff recommends fee in lieu of parkland. This fee would be used either at Cherry Creek Park or to purchase parkland near this addition in the future, if it becomes available. The Board of Parks Commissioners voted to approve fee-in-lieu of parkland, with a recommendation that a controlled pedestrian crossing at 36th Avenue SW be added if possible, by a vote of 7-0.

REVIEW COMMENTS:

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

CITY DEPARTMENTS

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

FIRE DEPARTMENT

Additional construction details are required to determine fire hydrant requirements and fire lane specifications for the proposed building(s). These items will be addressed during the building permit stage. For details, view the City of Norman Ordinances and adopted 2018 ICC codes as amended by OUBCC including IFC Appendices B, C, and D.

BUILDING REVIEW

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

PUBLIC WORKS/ENGINEERING

Please see attached report from the Engineer regarding the associated preliminary plat request.

TRANSPORTATION ENGINEER

Please see attached report from the Transportation Engineer regarding the associated preliminary plat request.

PLANNING

ZONING CODE CONSIDERATIONS

PUD, Planned Unit Development

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 maximum choice in the types of environment and living units available to the public.
- 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.
- Maximum enhancement and minimal disruption of existing natural features and amenities.
- 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.
- More efficient and economic use of land resulting in smaller networks of utilities and streets, thereby lowering costs.
- 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.

*The applicant requests a rezoning to PUD, Planned Unit Development, to allow a multifamily residential development with greater flexibility than is currently available under other district regulations. The subject property is already zoned PUD; this request is to redesign and change the previously approved uses. The proposal is **consistent** with the purpose of a PUD.*

Uses Permitted

- Allowed uses within the PUD include multi-family residential dwelling units, townhomes, short-term rentals, leasing offices and private recreational amenities for residents, and accessory buildings.

*The proposed PUD allows for multifamily residential development and commonly associated uses such as leasing offices, and outdoor amenities for residents. These proposed uses are **consistent** with the surrounding zoning, as there is already a multifamily development to the west of the property across 36th Ave NW, with similar outdoor amenities including a swimming pool and sports court.*

Area Regulations

- There shall be a minimum building setback of fifteen feet (15') from the frontages of 36th Avenue SW and Willowbend Road. There shall be a minimum of ten (10') feet from any property line abutting a tract outside of the boundaries of the PUD. Additionally, buildings may not encroach upon public easements, rights-of-way, or within one (1) foot of public utility easements. Otherwise, there are no required building setbacks.

*The area regulations of the proposal are **consistent** with the setbacks of the surrounding area, as the C-2 districts to the north and east of the subject property have smaller setback requirements, and the Willowbend PUD to the south of the subject property has similar or smaller setbacks to those in the proposed PUD. However, it should be noted that the R-1 District and PUD to the west of the subject property have generally greater setback requirements. The proposed setbacks have not been shown on the Preliminary Site Plan as required per Section 36-509.*

Height Regulations

- The maximum height for all buildings within the PUD is four (4) stories, exclusive of any subgrade elements and necessary rooftop mechanical units, equipment, screening, or parapet walls.

*The proposed maximum height of four stories is generally **consistent** with surrounding zoning. While the nearby R-1 districts allow building heights up to three stories with certain provisions, the PUD across 36th Avenue SW and the surrounding C-2 districts do not have a maximum building height.*

Landscaping

- Landscaping will be provided and maintained in accordance with the City of Norman's applicable landscaping regulations, Section 36-551, Landscaping Requirements for Off-Street Parking Facilities, as amended from time to time.

*The proposed parking areas for the development will be required to comply with landscaping requirements. The landscaped areas will be designed in a manner **consistent** with City standards and with the surrounding areas.*

Parking

- All parking will comply with Norman's applicable ordinances.

*The proposed development is **consistent** with the City's parking recommendations.*

Lighting

- All exterior lighting shall be installed in accordance with the applicable regulations of Section 36-549, Commercial Outdoor Lighting Standards, as amended from time to time.

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

Signage

- Signs within the proposed development shall comply with the applicable regulations of Section 28-507, Medium Density Residential Sign Standards, as amended from time to time.

*Any signage within the proposed development will be **consistent** with the City's signage regulations.*

Screening

- The applicant did not include specific screening provisions in the PUD narrative.

*Although there were no screening regulations provided within the PUD narrative as required per Section 36-509, the proposal must still comply with Section 36-552, Fencing, Walls, and Screening. Therefore, the proposed development will be **consistent** with the City's screening regulations.*

Phasing

- The PUD Narrative states the property will be developed in multiple phases, which will be determined by market demand and absorption rates. The applicant submitted a Phase 1 exhibit but did not attach it to the PUD Narrative or reference it within.

*While the applicant has provided a Phase 1 exhibit to Staff, no timeline has been presented and the exhibit is not attached within the PUD Narrative. Additionally, the applicant did not outline an anticipated number of phases or address the remainder of the property's phasing. The proposal is **inconsistent** with the phasing requirements of Section 36-509, PUD, Planned Unit Developments.*

COMPREHENSIVE PLAN CONSIDERATIONS

Character Area Policies
General Policies

Residential Policies

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

*The multifamily proposal brings in more density to the area under a single housing typology. The proposed development includes landscaping buffers to promote a smooth transition to nearby lower density residential areas. The applicant has not provided information showing whether they are using a variety of building/architectural techniques to avoid the appearance of identical homes/structures, which could increase vibrancy and diversity in the built environment. Overall, bringing the increased density to the area generally **consistent** with the Character Area General Residential Policies.*

Corridor Policies

- Support the natural phasing out of older and lower-yield commercial and industrial uses with regulations and incentives that support mixed-uses and local businesses.
- Use screening, with natural materials when possible, to lessen noise pollution and visual clutter from existing and future uses along the corridor.
- Promote circulation and manage access to keep traffic flowing by:
  - Including access along and into properties for vehicles, public transit, pedestrians, and bicyclists during street and interchange improvements.
  - Projects should not create fragmented parcels or impede on- and off-site circulation through, to reduce restriction of future development.
  - Allowing redevelopment of excess parking areas or commercial building space for residential uses, especially along public transit routes and areas with strong existing or planned pedestrian connections.
  - Requiring shared entrances, cross-access, and avoiding multiple access points for new commercial developments at major intersections.
- Commercial developments should offer both internal and external pedestrian connections, especially between hotels, restaurants, and retail services.
  - Connections to the corridors and through developments should improve safety for those walking, bicycling, or using mobility devices.
- Allow redevelopment for high density residential and mixed-residential uses near public transit stops, along pedestrian routes, and where site design does not create secluded enclaves of apartments.
- Add density through development of sites behind properties directly facing streets.
- Retrofit or mask existing strip development or other unsightly features, as necessary.
- Explore requiring that stormwater management and detention have lower impact than historic stormwater conditions for all new or redevelopment along corridors.

*The proposal is generally **consistent** with the policies of the Corridor Area (In-Town), as it promotes a mix of housing types and densities in the surrounding area. Landscape buffers are shown on the submitted Preliminary Site Plan, and will be provided in accordance with Section 36-551, Landscaping Requirements for Off-Street Parking Facilities. This, along with any screening provided, will reduce the impact to nearby lower density residential areas, as well as protect residential uses within the proposed development from nearby commercial uses. The proposed development will connect to existing utility infrastructure. An Embark bus stop, accessible via existing and proposed pedestrian infrastructure along 36th Avenue SW, promotes alternative modes of transportation.*

Land Use Development Policies

Urban High Policies

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

- Gross densities in any single development should be greater than 12 units per acre.

*The proposal is near an Embark stop, providing transportation options. The proposal provides 14 units per acre, more than the 12 units per acre for Urban High. The site is largely **inconsistent** with this Urban High Land Use policy, as it only contains multifamily residential uses with associated private amenities and there is significant building spacing for this project.*

Building Types

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

*While the proposed development allows for multi-unit residential structures with heights up to four stories, it is single-use in nature, without any mixed-use buildings or public spaces. For these reasons the proposed development is **inconsistent** with this Urban High Land Use policy.*

Site Design

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

*The proposed development includes sidewalks to encourage pedestrian circulation throughout the development and will connect to existing pedestrian infrastructure on 36th Avenue SW and Norman Center Court. The proposed development will also create new pedestrian infrastructure along Willowbend Road. For these reasons, the proposed development is **consistent** with this Urban High Land Use policy.*

Transportation

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

access for pedestrians and bicyclists will continue to be a priority, including modernizing multi-modal infrastructure.

*The proposed development is **consistent** with this Urban High Land Use policy because it promotes interconnectivity through its proximity and connection to multi-modal transit infrastructure, including sidewalks on 36th Avenue SW, Norman Center Court, and Willowbend Road, with access to an Embark bus stop less than 0.5 miles to the north. Sidewalks will be provided throughout the development and will connect to existing public pedestrian infrastructure along 36th Avenue SW and Norman Center Court.*

Utility Access

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

*The development site has access to public water and sanitary sewer facilities. The development is **consistent** with this Urban High Land Use policy.*

Public Space

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

*The proposed development includes pedestrian amenities, tying into existing sidewalks along 36th Avenue SW and Norman Center Court, providing pedestrian access to private recreational amenities within the proposed development. For these reasons, the proposed development is **consistent** with this Urban High Use Policy.*

Urban Living Center Policies

- Most compact, walkable pattern of urban development. Low to no building spacing and separation of uses. Vibrant urban areas with an intense mix of uses that not only support residents and employers but leverage their location to attract visitors from throughout the region.
  - Urban Living Center areas strive for a balance of residential and non-residential uses and predominance of mixed-use development of compatible densities and scales. Current market conditions and demand for housing over commercial spaces will likely result in a slightly higher mix of residential in these areas.
  - Gross densities in any single development should be greater than 18 units per acre.

*The proposal is in close proximity to an Embark stop, providing transportation options. However, the site is largely **inconsistent** with this Urban Living Center, as it only contains multifamily residential uses, associated private amenities and there is significant building spacing for this project, and the proposal only provides 14 units per acre, less than the 18 units per acre for Urban Living Center.*

Building Types

- Large and medium 4 to 5+ story buildings are common. It is anticipated that various articulations, scales, and architectural styles will create cohesive and compact sites with clear connections to other destinations.
- Public and private spaces (i.e. balconies, recreational roof decks, outdoor dining, etc.) are clearly defined and cultivate a sense of place.
- Mixed-use buildings that include retail, work-spaces, and residences are the most common.
- Single-use buildings are undesirable and should be limited, or avoided altogether.

*While the proposed development allows for multi-unit residential structures with heights up to four stories, it is single-use in nature, without any mixed-use buildings or public spaces. For these reasons the proposed development is **inconsistent** with this Urban Living Center Land Use policy.*

Site Design

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

*The proposed development includes sidewalks to encourage pedestrian circulation throughout the development and will connect to existing pedestrian infrastructure on 36th Avenue SW and Norman Center Court. The proposed development will also create new pedestrian infrastructure along Willowbend Road. For these reasons, the proposed development is **consistent** with this Urban Living Center Land Use policy.*

Transportation

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

*The proposed development is generally **consistent** with this Urban Living Center Land Use policy because it promotes interconnectivity through its proximity and connection to multi-*

modal transit infrastructure, including sidewalks on 36th Avenue SW, Norman Center Court, and Willowbend Road, with access to an Embark bus stop less than 0.5 miles to the north. Sidewalks will be provided throughout the development and will connect to existing public pedestrian infrastructure along 36th Avenue SW and Norman Center Court.

Utility Access

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

*The development site has access to public water and sanitary sewer facilities. The development is **consistent** with this Urban Living Center Land Use policy.*

Public Space

- Appropriately scaled public spaces including small parks, plazas, parklets, regional trail connections, and walking paths. Pedestrian amenities are commonly integrated into public and private projects.

*The proposed development includes pedestrian amenities, tying into existing sidewalks along 36th Avenue SW and Norman Center Court, providing pedestrian access to private recreational amenities within the development. For these reasons, the proposal is **consistent** with this Urban Living Center Land Use Policy.*

Mixed-Use Policies

- Urban, compact, walkable pattern. Low to no building spacing and separation of uses. Cultivates vibrant urban areas with an intense mix of uses that not only support residents and employers but leverage their location to attract visitors from throughout the region. For areas requiring retrofit or redevelopment, neighborhood or site master plans should be developed to encourage more efficient and attractive land use along with higher densities.
  - Mixed-use areas should have a slightly higher non-residential to residential mix and a predominance of mixed-use structures.
  - Gross densities in any single development should be greater than 18 units per acre.

*The proposal is in close proximity to an Embark stop, providing transportation options. However, the site is largely **inconsistent** with this Mixed Use Policies, as it only contains multifamily residential uses, associated private amenities and there is significant building spacing for this project, and the proposal only provides 14 units per acre, less than the 18 units per acre for Urban Living Center.*

Building Types

- Medium and Small-scale 3 to 5-story buildings are common. Within existing developed areas, buildings may go up to 2 stories higher than surrounding properties.
- Multi-unit structures are the priority, but a variety of residential uses including townhomes, walk-ups, apartments, lofts, condominiums are present.

- Mixed-use buildings that include retail, work-spaces, and residences are the most common.
- Public and private spaces (i.e. balconies, recreational roof decks, outdoor dining, etc.) are clearly defined and cultivate a sense of place.
- Single-use buildings are limited. Large single-use, single-story structures are not appropriate.

*While the proposed development allows for multi-unit residential structures with heights up to four stories, it is single-use in nature, without any mixed-use buildings or public spaces. For these reasons the proposed development is **inconsistent** with this Mixed-Use Land Use policy.*

Site Design

- The scale and layout of the built environment is conducive to walking. Trails and pathways are integrated throughout developments to connect to parks, neighborhoods, and community destinations.
- Single-use commercial and single-use multi-unit residential developments without connections to neighboring properties and uses disturb the development pattern and should be limited or avoided altogether.
- Design features, such as street/sidewalk level windows, should make larger scale structures appropriate at the pedestrian level.
- Street trees should form a continuous urban canopy over public areas and rights-of-way.
- Residential developments should include trails or side paths that facilitate resident movement and encourage resident interactions.
- Stormwater to be addressed at the project level, but designed as part of a larger neighborhood or sub-basin system and, when possible, function as an amenity to the development.
- Site layout should take every opportunity to maximize the public infrastructure available in this area.

*The proposed development includes sidewalks to encourage pedestrian circulation throughout the development and will connect to existing pedestrian infrastructure on 36th Avenue SW and Norman Center Court. The proposed development will also create new pedestrian infrastructure along Willowbend Road. For these reasons, the proposed development is **consistent** with this Mixed-Use Land Use policy.*

Transportation

- This area features a dense grid of streets and sidewalks. A full street hierarchy provides a variety of connections and route choices to people moving to, through, and within the area. Parking should not be prominent, but rather it should be obvious that this area is designed to be a park-once environment. Shared parking is prevalent, with limited private parking options, which are screened from view of the right-of-way. Most of these areas have, or will have, easy access to public transportation (adjacent to or less than one quarter-mile walk of a stop). A future rail transit service is possible near some locations. It should be comfortable for users of all ages and abilities to move through this area safely. Access and connections to the regional trail network are vital assets to this land use.

*The proposed development is generally **consistent** with this Mixed-Use Land Use policy because it promotes interconnectivity through its proximity and connection to multi-modal transit infrastructure, including sidewalks on 36th Avenue SW, Norman Center Court, and Willowbend Road, with access to an Embark bus stop less than 0.5 miles to the north. Sidewalks will be provided throughout the development and will connect to existing public pedestrian infrastructure along 36th Avenue SW and Norman Center Court. Private parking areas are screened from view using landscape buffers.*

Utility Access

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

*The development site has access to public water and sanitary sewer facilities. The development is **consistent** with this Mixed-Use Land Use policy.*

Public Space

- Appropriately scaled public spaces including small parks, plazas, parklets, regional trail connections, and walking paths. Pedestrian amenities are commonly integrated into public and private projects.

*The proposed development includes pedestrian amenities, tying into existing sidewalks along 36th Avenue SW and Norman Center Court, providing pedestrian access to private recreational amenities within the development. For these reasons, the proposal is **consistent** with this Urban Living Center Land Use Policy.*

Neighborhood and/or Special Area Plans

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

UTILITIES

AIM NORMAN PLAN CONFORMANCE

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

SOLID WASTE MANAGEMENT

Proposed development meets requirements for City streets and provides access for solid waste services.

WATER/WASTEWATER AVAILABILITY

Water Availability

Adequate capacity within the water system exists to serve the proposed development.

Wastewater Availability

Adequate capacity within the wastewater system exists to serve the proposed development.

DISCUSSION:
Overall, the proposed development largely aligns with the AIM Norman Land Use and Character Area objectives. However, the site is not mixed use and does not meet the density planned for this location.

CONCLUSION:
Staff forwards this request for rezoning from PUD, Planned Unit Development, to PUD, Planned Unit Development and Ordinance O-2526-43 to the Planning Commission for consideration and recommendation to City Council.

Bob Moore Farms Rezoning, Preliminary Plat, & Right of Way Closure

3. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-43: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE TRACT OF LAND BEING A PART OF THE NORTHWEST QUARTER (NW/4), SOUTHWEST QUARTER (SW/4) AND SOUTHEAST QUARTER (SE/4) OF SECTION THIRTY-FIVE (35), TOWNSHIP NINE NORTH (T9N), RANGE THREE WEST (R3W) OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM A PUD, PLANNED UNIT DEVELOPMENT, AND PLACE SAME IN A PUD, PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (GENERALLY LOCATED SOUTH OF W MAIN STREET, WEST OF ED NOBLE PARKWAY, NORTH OF W LINDSEY STREET, AND EAST OF 36TH AVENUE SW; WARD 3)

ITEMS SUBMITTED FOR THE RECORD

1. **Staff Report**
2. **Location Map**
3. **Narrative**
4. **Preliminary Site Plan**
5. **Revised Preliminary Plat**
6. **Greenspace**
7. **Preliminary Site Plan – Phase One**
8. **Pre-Development Summary, 1-22-26**
9. **Protest Map & Letters**

4. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE PP-2526-15: CONSIDERATION OF A PRELIMINARY PLAT SUBMITTED BY BOB MOORE FARMS NORTH, LLC (SMC CONSULTING ENGINEERS, PC) FOR BOB MOORE FARMS NORTH, A PLANNED UNIT DEVELOPMENT, FOR 55.7 ACRES OF PROPERTY GENERALLY LOCATED APPROXIMATELY ONE-QUARTER MILE SOUTH OF WEST MAIN STREET ON THE EAST SIDE OF 36TH AVENUE SW.

ITEMS SUBMITTED FOR THE RECORD

1. **Staff Report**
2. **Revised Preliminary Plat**
3. **Preliminary Site Plan**
4. **Pre-Development Summary, 2-26-26**

5. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-46: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, CLOSING AND VACATING A PORTION OF NORMAN CENTER COURT RIGHT-OF-WAY TO NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF.

ITEMS SUBMITTED FOR THE RECORD

1. **Staff Report**
2. **Right of Way Closure Attachments**
3. **Protest Map & Letters**

Staff Presentation

Logan Gray, Planner II, presented the Staff Report for the Bob Moore Farms project.

Commissioner Bird asked whether the current site plan includes any ingress and egress across the library parcel. Brandon Brooks, Capital Projects Engineer, confirmed that it does not.

Commissioner Bird asked whether the traffic splitter median near the library and the circular roundabout would be removed, allowing vehicles exiting the rear of the library to make a direct left turn instead of turning right and circling the roundabout. Mr. Brooks confirmed Ken Danner previously stated this would be the case.

Commissioner Bird asked whether the site plan includes any portion of the legal description extending across Willow Bend. He also noted additional protest letters were received requesting clarification on whether any portion of the Willow Bend right-of-way would be closed or remain dedicated as a public street. Mr. Brooks stated Willow Bend will remain open.

Commissioner Jablonski noted inconsistencies between the proposed development and the City's vision for the area, including lower density and a lack of mixed-use development, and asked staff to clarify the City's plans for development in that part of the City. Mr. Gray explained the Urban High Land Use policy encourages mixed-use development, including retail and workspace alongside residential. The proposed development is currently single-use residential at 14 units per acre, while the Urban Living Center designation typically calls for at least 18 units per acre.

Applicant Presentation

Libby Smith, representative of the applicant, presented the Bob Moore Farms project.

Commissioner McDaniel noted previous concerns about a cut-through raised during a previous presentation and asked whether the connection had been removed and if the

development would be gated to address this issue. Ms. Smith confirmed it had been removed and the development would be a gated community, eliminating that concern.

Commissioner Jablonski asked how the current proposal compares to the original PUD in terms of height and density. Ms. Smith responded the new proposal adds approximately 200 more units than the previous plan, which included two-story and four-story buildings.

Commissioner Jablonski questioned why the proposal is limited to four stories given the City's housing needs and the potential to build taller in a central area. Ms. Smith stated the taller buildings would significantly increase development costs and change the construction type, and the proposed height is intended to remain compatible with the adjacent residential neighborhood to the west.

Public Comments

Rebecca Patten, 765 Asp Avenue STE 202, Norman, OK (Protest)
Sean Hultman, 300 Norman Center Court, Norman, OK (Protest)
Bret Bradley, 3217 Riverwalk Drive, Norman, OK (Protest)
Sheryl Tatum, 3217 Riverwalk Drive., Norman, OK (Protest)

Planning Commission Discussion

Commissioner Kindel asked whether the building height in the area is limited, specifically questioning whether developments are restricted to two additional stories above neighboring structures when considering density and height.

Mr. Gray stated under AIM Norman, Urban Living building types commonly range from four to five stories or more.

Commissioner Kindel asked if there is a specific citation to limit how many stories a development can exceed neighboring residential areas, referencing a previous project. Jane Hudson, Planning & Community Development Director, stated the previous project was in the Center City Form Based Code so there is a limit there but not where this project is proposed.

Commissioner Brewer expressed support for higher densities more consistent with the AIM Norman Plan and noted building height is often influenced by construction costs. He explained buildings up to four stories can typically be wood framed, while taller buildings require more expensive construction methods, which may be a factor in the proposed four-story limit.

Commissioner Bird clarified while the site plan's legal description extends across Willow Bend, this does not indicate the street would be closed. She confirmed Willow Bend is not proposed for closure and would require a separate street vacation process, which would return to the Planning Commission for approval.

Commissioner Bird discussed traffic circulation changes near the library, noting removal of the roundabout and median would allow vehicles exiting the library to turn left. She also expressed support for the project, highlighting the revised plan addresses prior cut-through traffic concerns by making interior roads private and adds housing while remaining considerate to nearby neighbors.

Commissioner Jablonski asked for clarification regarding coordination with the library, noting the applicant stated the library supported the changes while the library's comments suggested remaining concerns. Ms. Smith responded they had worked with the library and believed the major issues had been addressed and confirmed they are willing to continue collaborating to resolve any remaining concerns.

Commissioner Brewer addressed concerns about the change from mixed-use to additional residential units, noting Norman has very limited sites available for dense apartment development and is currently behind in meeting housing needs. While preferring true mixed-use development, he said increasing housing units at this location helps address the City's shortage and expressed support for the project despite the trade-offs. Commissioner Jablonski added the project also helps prevent urban sprawl which he considers important.

Commissioner Parker asked whether the existing sanitary sewer line on the site has been evaluated to ensure no future work will be needed if it is covered by the proposed development. Brandon Brooks, Capital Projects Engineer, stated as part of their conditions for vacating the line will be rerouted.

> **Motion** made by Commissioner McDaniel to approve with the caveat that the drive will not be a shared drive with the Pioneer Library System, **Seconded** by Commissioner Kindel.
>
> Voting Yea: Commissioner Brewer, Commissioner McClure, Chair Bird, Secretary Parker, Vice Chair Jablonski, Commissioner McDaniel, Commissioner Kindel
>
> **Planning Commission recommended approval of O-2526-43, PP-2526-15, and O-2526-46.**

File Attachments for Item:

12. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-46: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, CLOSING A SPECIFIC PORTION OF THE RIGHT-OF-WAY FOR NORMAN CENTER COURT LOCATED IN STRAWBERRY LAKE SECTION TWO IN NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (WARD 3)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 04/14/26

REQUESTER: Ken Danner, Subdivision Development Manager

PRESENTER: Scott Sturtz, Director of Public Works

TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-46: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, CLOSING A SPECIFIC PORTION OF THE RIGHT-OF-WAY FOR NORMAN CENTER COURT LOCATED IN STRAWBERRY LAKE SECTION TWO IN NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (WARD 3)

GENERAL INFORMATION

APPLICANTS	Bob Moore Farms North, L.L.C. (Sean Rieger Attorney)
REQUESTED ACTION	Partial Closure of Norman Center Court Right-of-Way as described in the closure request.

BACKGROUND:

This is a request for closing certain/specific right-of-way for Norman center court within the final plat of Strawberry Lake Section Two. The final plat for Strawberry Lake Section Two was filed of record with the Cleveland County Clerk on June 2, 1992.

DISCUSSION:

The attorney for the applicant has submitted a request to close and potentially vacate specific described right-of-way that will conflict with the proposed development.

The City does own a water line located within the proposed closed right-of-way. In addition, other utility companies have utilities within the right-of-way or adjacent to it in a private easement. As

a result, the owners will need to agree to relocate these utilities at their expense and, if needed, provide easements.

Planning Commission, at its meeting of March 12, 2026, recommended adoption by a vote of 6-0.

RECOMMENDATION:

Staff recommends approval of the request to partially close the platted right-of-way of Norman Center Court as described and work out agreements with the City and utility companies before a request goes to District Court for vacation. Based on the fact any public utility will be protected until such time as they are relocated or abandoned, staff can support adoption of Ordinance No. O-2526-46.

O-2526-46

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, CLOSING A SPECIFIC PORTION OF THE RIGHT-OF-WAY FOR NORMAN CENTER COURT LOCATED IN STRAWBERRY LAKE SECTION TWO IN NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF. (WARD 3)

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

§ 1. That, pursuant to Resolution Number R-8182-66, Bob Moore Farms North, LLC, the owners of the subject property, has petitioned the City to have a portion of Norman City Center Court right-of-way closed; and,

§ 2. That, also pursuant to Resolution Number R-8182-66, the proper notice has been given, and the maps, memorandums and other items required by said Resolution have been presented to this Council; and

§ 3. That, also pursuant to Resolution Number R-8182-66, a public hearing has been held by the Planning Commission on March 12th, 2026, regarding said closing; and

§ 4. That, the portion of the public rights-of-way described as follows are hereby closed subject to applicant's agreement to relocate utilities:

A vacation of a portion of the existing right-of-way of Norman Center Court, said right-of-way being a part of the Northwest Quarter (NW/4), of Section Thirty-five (35), Township Nine North (T9N), Range Three West (R3W), of the Indian Meridian, Norman, Cleveland County, Oklahoma, being more particularly described as follows:

BEGINNING at the Southeast corner of Lot 1, Block 1 of the filed final plat of STRAWBERRY LAKE SECTION SIX (as filed in Book 17, Page 22), said point being a point on a curve;

THENCE around a curve to the right having a radius of 387.26 feet (said curve subtended by a chord which bears North 17°45'50" West, a distance of 13.35 feet) and an arc length of 13.35 feet;
THENCE around a reverse curve to the left having a radius of 62.00 feet (said curve subtended by a chord which bears North 83°45'26" East, a distance of 121.91 feet) and an arc length of 171.98 feet to a point on a non-tangent curve;
THENCE around a curve to the left having a radius of 248.94 feet (said curve subtended by a chord which bears South 41°43'23" East, a distance of 102.67 feet) and an arc length of 103.41 feet to a point of reverse curvature;
THENCE around a curve to the right having a radius of 88.00 feet (said curve subtended by a chord which bears South 00°47'23" West, a

distance of 143.13 feet) and an arc length of 167.15 feet;
THENCE South 34°46'56" East a distance of 21.91 feet;
THENCE South 89°43'36" West a distance of 133.96 feet to the Southeast corner of Lot 22, Block 1 of said final plat;
THENCE along the east line of said Lot 2, Block 1, the following four (4) courses:

1) North 13°30'57" East a distance of 31.29 feet to a point on a non-tangent curve;
2) Around a curve to the right having a radius of 88.00 feet (said curve subtended by a chord which bears North 25°43'56" West, a distance of 53.45 feet) and an arc length of 54.30 feet to a point of reverse curvature;
3) Around a curve to the left having a radius of 290.36 feet (said curve subtended by a chord which bears North 17°07'10" West, a distance of 91.50 feet) and an arc length of 91.89 feet to a point of reverse curvature;
4) Around a curve to the right having a radius of 387.26 feet (said curve subtended by a chord which bears North 22°28'06" West, a distance of 50.21 feet) and an arc length of 50.24 feet to the **POINT OF BEGINNING.**

Said right-of-way vacation contains 0.72 acres, more or less.

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

ADOPTED this _____ day of _____, 2026.

_____
(Mayor)

NOT ADOPTED this _____day of _____, 2026.

_____
(Mayor)

ATTEST:

_____
(City Clerk)

RIEGER
SADLER JOYCE
ATTORNEYS AT LAW

FILED IN THE OFFICE
OF THE CITY CLERK
ON 02/10/26-KW

February 10, 2026

City Clerk
City of Norman
201 West Gray
Norman, OK 73069

RE: Request to Close and Vacate a Portion of Norman Center Court ROW

On behalf of Bob Moore Farms North LLC (the "Applicant"), we submit this request to close and vacate the public interest in a certain portion of the existing right-of-way of Norman Center Court, as more particularly described herein. The legal descriptions and depictions of the area sought to be closed are attached as **Exhibit A** & **Exhibit B**. A new right-of-way will be dedicated with a final plat of this area as development progress. If the closing of the right-of-way described and shown in the Exhibits attached hereto is approved by the City Council, an application to vacate said easements via District Court will be pursued.

Pursuant to 11 O.S. § 42-101 et seq., we would like to submit this letter as a petition to close the portion of the right-of-way described herein. Please do not hesitate to contact us if you need additional information or if we can answer any questions.

Very Truly Yours,
RIEGER SADLER JOYCE

GUNNER JOYCE
Attorney at Law

ATTACHMENT "A"
LEGAL DESCRIPTION
NORMAN CENTER COURT – RIGHT-OF-WAY VACATION
BOB MOORE FARMS NORTH
NORMAN, CLEVELAND COUNTY, OKLAHOMA

A vacation of a portion of the existing right-of-way of Norman Center Court, said right-of-way being a part of the Northwest Quarter (NW/4), of Section Thirty-five (35), Township Nine North (T9N), Range Three West (R3W), of the Indian Meridian, Norman, Cleveland County, Oklahoma, being more particularly described as follows:

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Said right-of-way vacation contains 0.72 acres, more or less.

ATTACHMENT "A"
LEGAL DESCRIPTION
NORMAN CENTER COURT – RIGHT-OF-WAY VACATION
BOB MOORE FARMS NORTH
NORMAN, CLEVELAND COUNTY, OKLAHOMA

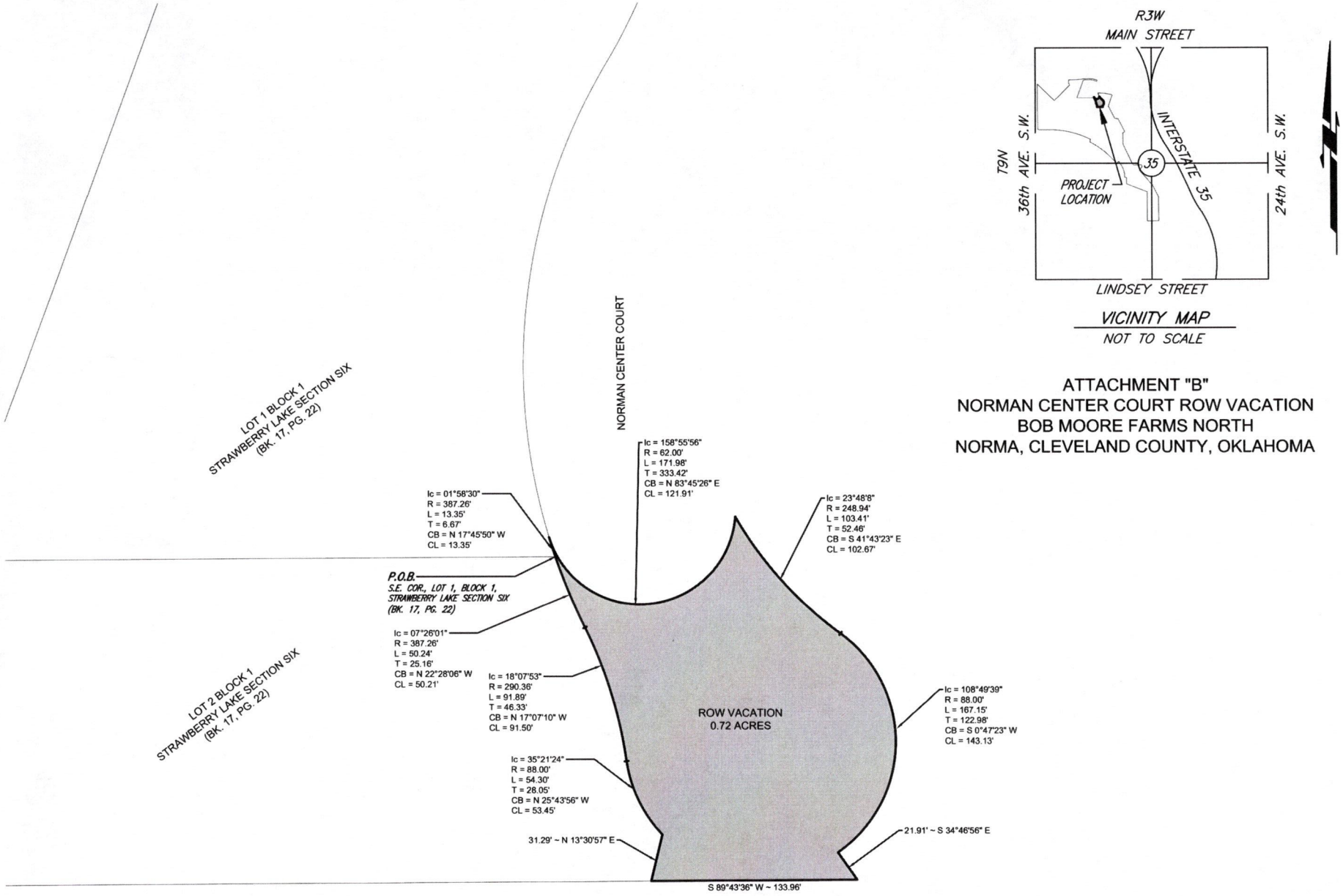
A vacation of a portion of the existing right-of-way of Norman Center Court, said right-of-way being a part of the Northwest Quarter (NW/4), of Section Thirty-five (35), Township Nine North (T9N), Range Three West (R3W), of the Indian Meridian, Norman, Cleveland County, Oklahoma, being more particularly described as follows:

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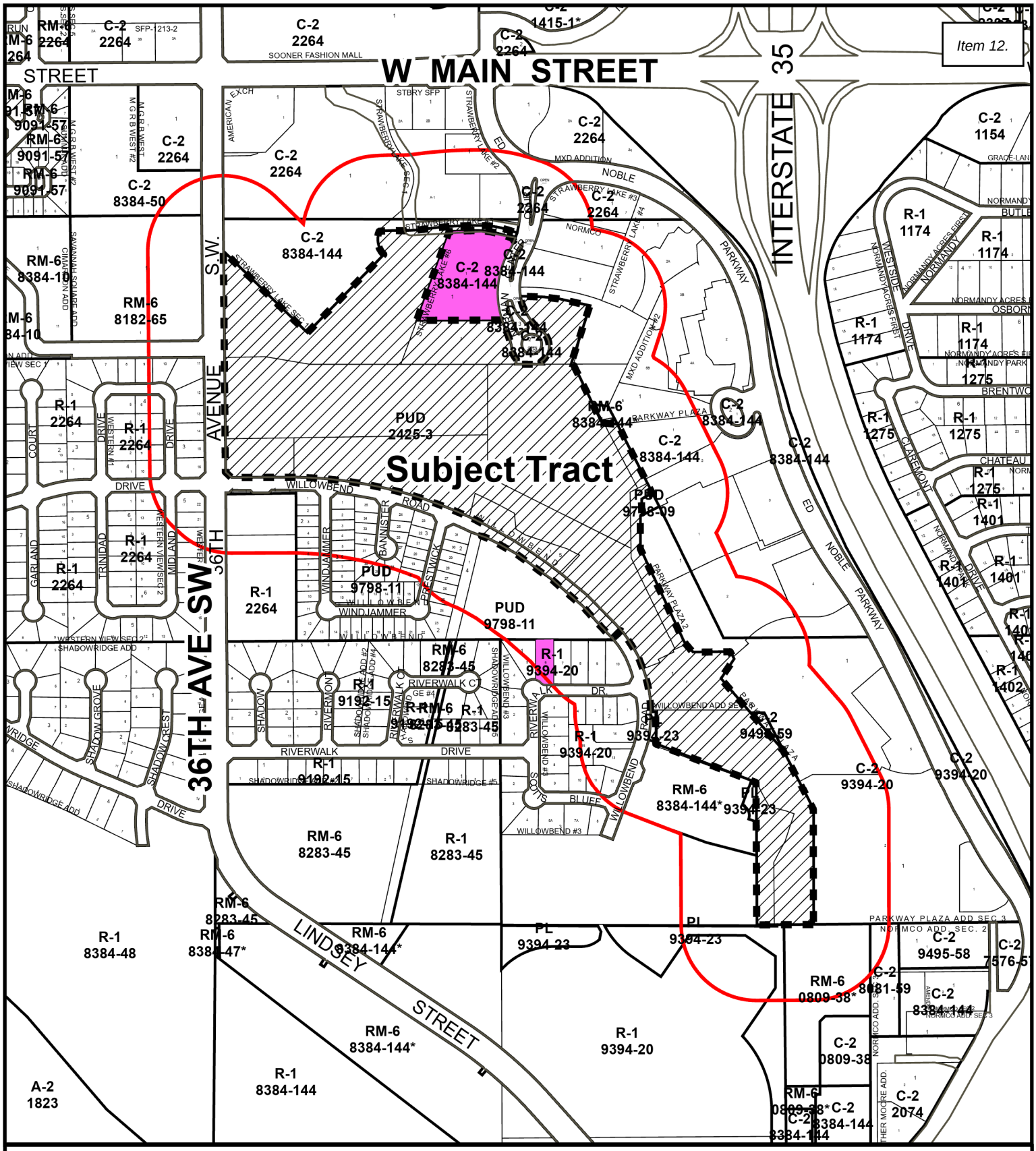
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4) Around a curve to the right having a radius of 387.26 feet (said curve subtended by a chord which bears North 22°28'06" West, a distance of 50.21 feet) and an arc length of 50.24 feet to the **POINT OF BEGINNING.**

Said right-of-way vacation contains 0.72 acres, more or less.



ATTACHMENT "B"
NORMAN CENTER COURT ROW VACATION
BOB MOORE FARMS NORTH
NORMA, CLEVELAND COUNTY, OKLAHOMA


W MAIN STREET
INTERSTATE 35
Subject Tract
36TH AVE SW
LINDSEY STREET
PUD 2425-3
PUD 9798-11
PUD 9718-09
C-2 8384-144
C-2 2264
C-2 8384-50
C-2 9394-20
C-2 9495-58
C-2 8081-59
C-2 0809-38
C-2 2074
C-2 1154
R-1 2264
R-1 8384-48
R-1 8384-144
R-1 9394-20
R-1 1174
R-1 1275
R-1 1401
R-1 1402
RM-6 8384-144*
RM-6 8283-45
RM-6 8384-47*
RM-6 8182-65
RM-6 8384-10
RM-6 9091-57
RM-6 0809-38*
A-2 1823
SOONER FASHION MALL
NORMCO ADD. SEC. 2
PARKWAY PLAZA ADD SEC. 3
NORMCO ADD. SEC. 3
Protest Map
3.9% Protest Within Notification Area
Map Produced by the City of Norman Geographic Information System. The City of Norman assumes no responsibility for errors or omissions in the information presented.
N
W
E
S
0 300 600 Feet
March 9, 2026
Subject Tract
Notification Area
Protest
209

Pioneer Library System
300 Norman Center Court
Norman, OK 73072
405 801 4502
March 6, 2026

FILED IN THE OFFICE
OF THE CITY CLERK
ON 03/06/26-KW

Hand-delivered
City of Norman
c/o Norman City Clerk and
c/o Norman Planning Commission
201 W. Gray and
225 N. Webster
Norman, OK 73069

Re: Bob Moore Farms North LLC application to close and vacate a portion of Norman Center Court ROW O-2526-46

Bob Moore Farmes North LLC rezoning, special use and/or AIM Norman amendment application O-2526-43

Ladies and Gentlemen:

Pioneer Library System Board of Trustees ("Pioneer") owns property at 300 Norman Center Court, Norman, OK (Lot 1, Block 1, Strawberry Lake Section Six). The Pioneer property is within 350 feet of the property for which the referenced applications have been made. Pioneer protests each of the proposed applications.

The proposed development calls for an entrance to the applicant's property over the existing Pioneer entrance to its property at the southeast corner of the Pioneer lot, in addition to removal of curbing on the Pioneer property and encroachment of the applicant's driveway onto Pioneer property. This is a serious safety concern. The proposed plan does not appropriately address traffic flow in the cul-de-sac and may circumvent Norman's reasonable limits on cul-de-sac apron cuts.

Pioneer currently uses its driveway primarily for trucks transporting books and other materials and expects increased usage from library staff and patrons in conjunction with adjustments to the Pioneer parking areas resulting from construction of new covered programming space located on the Pioneer lot east of the Pioneer building and north of the corner in question.

Pioneer appreciates your attention to these safety and usage issues for patrons and staff of the library as well as users of the applicant's properties.

Lisa Wells

Lisa Wells, Executive Director
Pioneer Library System

Doc#:R 2011 42653
Bk&Pg:RB 4946 1335-1338
Filed:12-15-2011 JRS
04:18:12 PM WD
Cleveland County, OK

Upon recordation, return to:
Rebecca J. Patten, Esq
765 Asp Avenue, Suite 202
Norman, Oklahoma 73069

#1624373

Return original to:

Marcia J. Chappelear
First American Title & Trust Co.
501 North Walker, Ste. 170
Oklahoma City, OK 73102

FA (12)
19. 00CK
2410.00 CK

NCS

SPECIAL WARRANTY DEED (1)

THIS INDENTURE, made this 9 day of December, 2011, between **AGREE LIMITED PARTNERSHIP**, a Delaware limited partnership ("Grantor"), whose mailing address is 31850 Northwestern highway, Farmington Hills, Michigan 48334, and **PIONEER LIBRARY SYSTEM BOARD OF TRUSTEES**, an Oklahoma public library system ("Grantee"), whose mailing address is 225 North Webster, Norman, Oklahoma 73069.

WITNESSETH, that in consideration of the sum of Ten and no/100 Dollars ($10.00), receipt of which is hereby acknowledged, Grantor does, by these presents, grant, bargain, sell and convey unto Grantee, its successors and assigns, that certain real estate, situated in Cleveland County, State of Oklahoma, more particularly described on Exhibit "A" attached hereto and made a part thereof (the "Property").

TO HAVE AND TO HOLD the Property, subject to the Permitted Exceptions (as herein defined), together with all and singular the tenements, hereditaments and appurtenances thereunto belonging or in any wise appertaining forever.

And Grantor does hereby bind Grantor and Grantor's successors and assigns, to warrant and forever defend all and singular the title to the Property unto Grantee, and its successors and assigns, against every person whomsoever lawfully claiming or to claim the same, or any part thereof, by, through or under Grantor, but not otherwise, and further subject to and excepting from said warranty, the matters set out on Exhibit "B" attached hereto and made a part hereof (collectively the "Permitted Exceptions").

SIGNATURE PAGE FOLLOWS:

State of Oklahoma
Cleveland County
Documentary Stamps
$ 2,400.00

IN WITNESS WHEREOF, Grantor has caused this instrument to be executed the day and year first above written.

AGREE LIMITED PARTNERSHIP,
a Delaware limited partnership

By: AGREE REALTY CORPORATION,
a Maryland corporation
Its: General Partner

By: _____
Joel N. Agree
Its: President and Chief Operating Officer

STATE OF MICHIGAN)
) ss
COUNTY OF OAKLAND)

This instrument was acknowledged before me in Oakland County this 7TH day of December, 2011 by Joel N. Agree, President and Chief Operating Officer of Agree Realty Corporation, a Maryland corporation, the General Partner of Agree Limited Partnership, a Delaware limited partnership, on behalf of said partnership.

_____
Notary Public

KATHRYN JOLLY
Notary Public, State of Michigan
County of Oakland
My Commission Expires 8-7-2014
Acting in the County of Oakland

Exhibit "A" - Legal Description

Exhibit "B" - Permitted Exceptions

1159436 v1

EXHIBIT "A"

LEGAL DESCRIPTION

Real property situated in Cleveland County, State of Oklahoma and described as follows:

Lot One (1), in Block One (1), of STRAWBERRY LAKE SECTION SIX, to Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

TOGETHER WITH easement(s) for ingress and egress to and from the subject property established by the Access Agreement entered by and between Normco, Inc. and Agree Limited Partnership, recorded in Book 2663, page 753 and Book 2663, page 760; and as established by the Easements with Covenants and Restrictions Affecting Land recorded in Book 2245, page 828.

Physical Address: 300 Norman Center Court, Norman, Oklahoma
Tax ID: 45688
Plat Book/Page: 17/22

EXHIBIT "B"

PERMITTED EXCEPTIONS

1. All interest in and to all oil, gas, coal and other minerals and all rights pertaining thereto.

2. Easement in favor of Oklahoma Gas and Electric Company recorded Book 2236, page 908.

3. Terms, provisions, covenants, conditions, options and easements contained in Easements with Covenants and Restrictions filed August 3, 1990 recorded in Book 2245, page 828.

4. Access Agreement between Normco, Inc. and Agree Limited Partnership, recorded in Book 2663, page 753 and Book 2663, page 760.

5. All items affecting subject Lot as shown on the recorded plat of Strawberry Lake Section 6 are made a part hereof.

6. Easement in favor of City of Norman recorded Book 2746, page 761.

7. Easement in favor of City of Norman recorded Book 2746, page 764.

8. Easement in favor of City of Norman recorded Book 2252, page 412. 619.

AFFIDAVIT

(1)

Doc#:R 2011 42653
Bk&Pg:RB 4946 1335-1338
Filed:12-15-2011 JRS
04:18:12 PM WD
Cleveland County, OK

STATE OF MICHIGAN)
) SS:
COUNTY OF OAKLAND)

To: County Clerk of Cleveland County, Oklahoma.

In accordance with Rule No. 51,007.00: DUTIES AND RESPONSIBILITIES OF THE COUNTY CLERK, the undersigned, being the Grantor(s) in the conveyance to which this affidavit is attached, being first duly sworn, deposes and says:

That the total consideration (as defined in 68 OKL. ST. SECTION 3201) paid for the real estate conveyed by the attached conveyance is $1,600,000.00, documentary stamps totaling 75 cents per $500.00 ($2,400.00) of the above consideration should be affixed to the attached conveyance by the County Clerk.

Signed this 7TH day of December, 2011.

AGREE LIMITED PARTNERSHIP,
a Delaware limited partnership

By: AGREE REALTY CORPORATION,
a Maryland corporation
Its: General Partner

By: _____
Joel N. Agree
Its: President and Chief Operating Officer

STATE OF MICHIGAN)
) ss
COUNTY OF OAKLAND)

This instrument was acknowledged before me in Oakland County this 7TH day of December, 2011 by Joel N. Agree, President and Chief Operating Officer of Agree Realty Corporation, a Maryland corporation, the General Partner of Agree Limited Partnership, a Delaware limited partnership, on behalf of said partnership.

_____
Notary Public

KATHRYN JOLLY
Notary Public, State of Michigan
County of Oakland
My Commission Expires 8-7-2014
Acting in the County of Oakland

1159637 v1

March 9, 2026

FILED IN THE OFFICE
OF THE CITY CLERK
ON 03/09/26-RW

City Clerk
ST City of Norman
201 ~~225~~ N. Webster Ave.
Norman, OK 73069

RE: Written Protest – Rezoning Request and Right-of-Way Closure (Bob Moore Farms North, LLC)

Dear City Clerk,

I am the owner of property located at 3217 Riverwalk Drive, Norman, Oklahoma, which is within 350 feet of the subject tract described in the Notice of Request for Rezoning and the Notice of Request for Right-of-Way Closure dated February 20, 2026.

Please accept this letter as my formal written protest to both:

1. The request to rezone approximately 55.70 acres of property located south of W. Main Street, west of Ed Noble Parkway, north of W. Lindsey Street, and east of 36th Avenue SW; and
2. The request to vacate a portion of the existing right-of-way of Norman Center Court.

As a nearby homeowner, I have concerns about the potential impacts this project may have on my neighborhood, including but not limited to traffic, neighborhood density, drainage, infrastructure capacity, and the compatibility of the proposed development with existing residential areas.

Because this development directly affects the character and livability of the surrounding community, I respectfully request that the Planning Commission and City Council deny or reconsider these requests until the full impacts on all adjacent neighborhoods have been thoroughly evaluated and addressed.

Thank you for your consideration.

Sincerely,

Sheryl Jeanene Tatum
3217 Riverwalk Drive
Norman, OK 73072

March 9, 2026

City Clerk
City of Norman
225 N. Webster Ave.
Norman, OK 73069

FILED IN THE OFFICE
OF THE CITY CLERK
ON 03/09/26-kw

Hello City Clerk,

I live at 3217 Riverwalk Drive with my wife (Sheryl Tatum), and I STRONGLY OPPOSE both (1) the request to rezone approximately 55.70 acres of property located south of W. Main Street, west of Ed Noble Parkway, north of W. Lindsey Street, and east of 36th Avenue SW; and I strongly oppose (2) the request to vacate a portion of the existing right-of-way of Norman Center Court.

I find most troubling no information offered about what the developers want to do now with the new property that backs up DIRECTLY to my home.

It is one thing to propose many large apartment buildings in the land separated from existing neighborhoods by the street. But, removing a portion of that street to bring new, likely high-density development to immediately next to my home is NOT ACCEPTABLE to me and my neighbors in any way.

Thank you,

Bret Bradley, PhD
3217 Riverwalk Dr
Norman OK 73072

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 03/12/2026

REQUESTER: Bob Moore Farms North, LLC

PRESENTER: Ken Danner, Subdivision Development Manager

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-46: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, CLOSING AND VACATING A PORTION OF NORMAN CENTER COURT RIGHT-OF-WAY TO NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF.

GENERAL INFORMATION

APPLICANTS	Bob Moore Farms North, L.L.C. (Sean Rieger Attorney)
REQUESTED ACTION	Partial Closure of Norman Center Court Right-of-Way as described in the closure request.

BACKGROUND: Norman Center Court was dedicated as right-of-way with the final plat of Strawberry Lake Section Two filed of record with the Cleveland County Clerk on June 2, 1992.

DISCUSSION: The right-of-way being requested for partial closure is a common area and cul-de-sac right-of-way of Norman Center Court located in plat of Strawberry Lake Section Two.

The City does own a water line located within the proposed closed right-of-way. In addition, other utility companies have utilities within the right-of-way or adjacent to it in a private easement. As a result, the owners will need to agree to relocate these utilities at their expense.

RECOMMENDATION: Staff recommends approval of the request to partially close the platted right-of-way of Norman Center Court as described and work out agreements with the City and utility companies before a request goes to District Court for vacation.

ACTION NEEDED: Recommend approval or disapproval of the request to a partial closure of specific right-of-way as described in Ordinance No. O-2526-46 being a part of a street platted as Norman Center Court to City Council.

ACTION TAKEN: _____

Bob Moore Farms Rezoning, Preliminary Plat, & Right of Way Closure

3. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-43: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE THE TRACT OF LAND BEING A PART OF THE NORTHWEST QUARTER (NW/4), SOUTHWEST QUARTER (SW/4) AND SOUTHEAST QUARTER (SE/4) OF SECTION THIRTY-FIVE (35), TOWNSHIP NINE NORTH (T9N), RANGE THREE WEST (R3W) OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM A PUD, PLANNED UNIT DEVELOPMENT, AND PLACE SAME IN A PUD, PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (GENERALLY LOCATED SOUTH OF W MAIN STREET, WEST OF ED NOBLE PARKWAY, NORTH OF W LINDSEY STREET, AND EAST OF 36TH AVENUE SW; WARD 3)

ITEMS SUBMITTED FOR THE RECORD

1. **Staff Report**
2. **Location Map**
3. **Narrative**
4. **Preliminary Site Plan**
5. **Revised Preliminary Plat**
6. **Greenspace**
7. **Preliminary Site Plan – Phase One**
8. **Pre-Development Summary, 1-22-26**
9. **Protest Map & Letters**

4. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE PP-2526-15: CONSIDERATION OF A PRELIMINARY PLAT SUBMITTED BY BOB MOORE FARMS NORTH, LLC (SMC CONSULTING ENGINEERS, PC) FOR BOB MOORE FARMS NORTH, A PLANNED UNIT DEVELOPMENT, FOR 55.7 ACRES OF PROPERTY GENERALLY LOCATED APPROXIMATELY ONE-QUARTER MILE SOUTH OF WEST MAIN STREET ON THE EAST SIDE OF 36TH AVENUE SW.

ITEMS SUBMITTED FOR THE RECORD

1. **Staff Report**
2. **Revised Preliminary Plat**
3. **Preliminary Site Plan**
4. **Pre-Development Summary, 2-26-26**

5. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-46: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, CLOSING AND VACATING A PORTION OF NORMAN CENTER COURT RIGHT-OF-WAY TO NORMAN, CLEVELAND COUNTY, OKLAHOMA; AND PROVIDING FOR THE SEVERABILITY THEREOF.

ITEMS SUBMITTED FOR THE RECORD

1. **Staff Report**
2. **Right of Way Closure Attachments**
3. **Protest Map & Letters**

Staff Presentation

Logan Gray, Planner II, presented the Staff Report for the Bob Moore Farms project.

Commissioner Bird asked whether the current site plan includes any ingress and egress across the library parcel. Brandon Brooks, Capital Projects Engineer, confirmed that it does not.

Commissioner Bird asked whether the traffic splitter median near the library and the circular roundabout would be removed, allowing vehicles exiting the rear of the library to make a direct left turn instead of turning right and circling the roundabout. Mr. Brooks confirmed Ken Danner previously stated this would be the case.

Commissioner Bird asked whether the site plan includes any portion of the legal description extending across Willow Bend. He also noted additional protest letters were received requesting clarification on whether any portion of the Willow Bend right-of-way would be closed or remain dedicated as a public street. Mr. Brooks stated Willow Bend will remain open.

Commissioner Jablonski noted inconsistencies between the proposed development and the City's vision for the area, including lower density and a lack of mixed-use development, and asked staff to clarify the City's plans for development in that part of the City. Mr. Gray explained the Urban High Land Use policy encourages mixed-use development, including retail and workspace alongside residential. The proposed development is currently single-use residential at 14 units per acre, while the Urban Living Center designation typically calls for at least 18 units per acre.

Applicant Presentation

Libby Smith, representative of the applicant, presented the Bob Moore Farms project.

Commissioner McDaniel noted previous concerns about a cut-through raised during a previous presentation and asked whether the connection had been removed and if the

development would be gated to address this issue. Ms. Smith confirmed it had been removed and the development would be a gated community, eliminating that concern.

Commissioner Jablonski asked how the current proposal compares to the original PUD in terms of height and density. Ms. Smith responded the new proposal adds approximately 200 more units than the previous plan, which included two-story and four-story buildings.

Commissioner Jablonski questioned why the proposal is limited to four stories given the City's housing needs and the potential to build taller in a central area. Ms. Smith stated the taller buildings would significantly increase development costs and change the construction type, and the proposed height is intended to remain compatible with the adjacent residential neighborhood to the west.

Public Comments

Rebecca Patten, 765 Asp Avenue STE 202, Norman, OK (Protest)
Sean Hultman, 300 Norman Center Court, Norman, OK (Protest)
Bret Bradley, 3217 Riverwalk Drive, Norman, OK (Protest)
Sheryl Tatum, 3217 Riverwalk Drive., Norman, OK (Protest)

Planning Commission Discussion

Commissioner Kindel asked whether the building height in the area is limited, specifically questioning whether developments are restricted to two additional stories above neighboring structures when considering density and height.

Mr. Gray stated under AIM Norman, Urban Living building types commonly range from four to five stories or more.

Commissioner Kindel asked if there is a specific citation to limit how many stories a development can exceed neighboring residential areas, referencing a previous project. Jane Hudson, Planning & Community Development Director, stated the previous project was in the Center City Form Based Code so there is a limit there but not where this project is proposed.

Commissioner Brewer expressed support for higher densities more consistent with the AIM Norman Plan and noted building height is often influenced by construction costs. He explained buildings up to four stories can typically be wood framed, while taller buildings require more expensive construction methods, which may be a factor in the proposed four-story limit.

Commissioner Bird clarified while the site plan's legal description extends across Willow Bend, this does not indicate the street would be closed. She confirmed Willow Bend is not proposed for closure and would require a separate street vacation process, which would return to the Planning Commission for approval.

Commissioner Bird discussed traffic circulation changes near the library, noting removal of the roundabout and median would allow vehicles exiting the library to turn left. She also expressed support for the project, highlighting the revised plan addresses prior cut-through traffic concerns by making interior roads private and adds housing while remaining considerate to nearby neighbors.

Commissioner Jablonski asked for clarification regarding coordination with the library, noting the applicant stated the library supported the changes while the library's comments suggested remaining concerns. Ms. Smith responded they had worked with the library and believed the major issues had been addressed and confirmed they are willing to continue collaborating to resolve any remaining concerns.

Commissioner Brewer addressed concerns about the change from mixed-use to additional residential units, noting Norman has very limited sites available for dense apartment development and is currently behind in meeting housing needs. While preferring true mixed-use development, he said increasing housing units at this location helps address the City's shortage and expressed support for the project despite the trade-offs. Commissioner Jablonski added the project also helps prevent urban sprawl which he considers important.

Commissioner Parker asked whether the existing sanitary sewer line on the site has been evaluated to ensure no future work will be needed if it is covered by the proposed development. Brandon Brooks, Capital Projects Engineer, stated as part of their conditions for vacating the line will be rerouted.

> **Motion** made by Commissioner McDaniel to approve with the caveat that the drive will not be a shared drive with the Pioneer Library System, **Seconded** by Commissioner Kindel.
>
> Voting Yea: Commissioner Brewer, Commissioner McClure, Chair Bird, Secretary Parker, Vice Chair Jablonski, Commissioner McDaniel, Commissioner Kindel
>
> **Planning Commission recommended approval of O-2526-43, PP-2526-15, and O-2526-46.**

File Attachments for Item:

13. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-47: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING CHAPTER 30 (“SUBDIVISIONS”) OF THE CODE, SECTION 30-606(a) IN ORDER TO REMOVE THE 30-ACRE MINIMUM LOT SIZE REQUIREMENT FOR RURAL CERTIFICATES OF SURVEY WITH AN URBAN RESERVE LAND USE DESIGNATION; AND PROVIDING FOR THE SEVERABILITY THEREOF.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 4/14/2026

REQUESTER: City of Norman

PRESENTER: Jane Hudson, Planning and Community Development Director

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-47: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING CHAPTER 30 ("SUBDIVISIONS") OF THE CODE, SECTION 30-606(a) IN ORDER TO REMOVE THE 30-ACRE MINIMUM LOT SIZE REQUIREMENT FOR RURAL CERTIFICATES OF SURVEY WITH AN URBAN RESERVE LAND USE DESIGNATION; AND PROVIDING FOR THE SEVERABILITY THEREOF.

DISCUSSION:

Section 36-606, Exception To Allow Norman Rural Certificates Of Survey As Plats In A-1 And A-2 Zoning Districts, in the City's Subdivision Regulations (Chapter 30) currently state:

(a) For those properties located in the reserve and rural areas of Norman, as identified in the Comprehensive Plan, including the Land Use Plan, it is the purpose of this exception to allow lots of ten acres or more **(or where designated as Urban Reserve land use, lots of thirty acres or more)** to be developed and sold adjacent to public or private roadways in the A-1 and A-2 Agricultural Districts; however, private roadways should be constructed and maintained in such a manner that said roadways may be traversed and used by police, fire and other official vehicles of all municipal, county, State and federal agencies. Lots created under this process shall be designated as "City rural certificate of survey subdivisions" and may be permitted under the following procedures:

In order to align with the proposed acreage change from 30- to 10-acres in the Urban Reserve Land Use Category (Resolution R-2526-112), the Subdivision Regulations would need to reflect the 10-acre number. The following language is proposed:

(a) For those properties located in the reserve and rural areas of Norman, as identified in the Comprehensive Plan, including the Land Use Plan, it is the purpose of this exception to allow lots of ten acres or more ~~(or where designated as Urban Reserve land use, lots of thirty acres or more)~~ to be developed and sold adjacent to public or private roadways in the A-1 and A-2 Agricultural Districts; however, private roadways

should be constructed and maintained in such a manner that said roadways may be traversed and used by police, fire and other official vehicles of all municipal, county, State and federal agencies. Lots created under this process shall be designated as "City rural certificate of survey subdivisions" and may be permitted under the following procedures:

Council approached City Planning Staff regarding the minimum acreage requirement for a Norman Rural Certificate of Survey (NRCOS) in the AIM Norman Comprehensive Land Use Plan's Urban Reserve Land Use Category. The minimum acreage requirement of 30 acres for a NRCOS in this designation was a topic of discussion throughout the AIM Norman process and since adoption. Council requested staff explore revisions to language to allow for a 10-acre minimum instead of the 30-acre minimum.

The 30-acre minimum was intended to preserve large tracts of land for coordinated long-term planning and to discourage premature or fragmented development in this area of Norman. However, recent discussions have centered on whether this threshold has limited flexibility and created unintended barriers for property owners requesting to subdivide their property, via a NRCOS, below the 30-acre requirement.

RECOMMENDATION:

Staff forwards Ordinance O-2526-47 for consideration by City Council.

PLANNING COMMISSION RESULTS:

At their meeting on March 12, 2026, the Planning Commission recommended approval of Ordinance O-2526-47, by a vote of 6-1.

Ordinance No. O-2526-47

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING CHAPTER 30 (“SUBDIVISIONS”) OF THE CODE, SECTION 30-606(a) IN ORDER TO REMOVE THE 30-ACRE MINIMUM LOT SIZE REQUIREMENT FOR RURAL CERTIFICATES OF SURVEY WITH AN URBAN RESERVE LAND USE DESIGNATION; AND PROVIDING FOR THE SEVERABILITY THEREOF.

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

§ 1. That Section 30-606(a) of Chapter 30 of the Code of the City of Norman shall be amended to read as follows:

For those properties located in the reserve and rural areas of Norman, as identified in the Comprehensive Plan, including the Land Use Plan, it is the purpose of this exception to allow lots of ten acres or more ~~(or where designated as Urban Reserve land use, lots of thirty acres or more)~~ to be developed and sold adjacent to public or private roadways in the A-1 and A-2 Agricultural Districts; however, private roadways should be constructed and maintained in such a manner that said roadways may be traversed and used by police, fire and other official vehicles of all municipal, county, State and federal agencies. Lots created under this process shall be designated as "City rural certificate of survey subdivisions" and may be permitted under the following procedures:

* * * *

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

ADOPTED this _____ day

of _____, 2026.

_____

(Mayor)

NOT ADOPTED this _____ day

of _____, 2026.

_____

(Mayor)

ATTEST:

_____

(City Clerk)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 3/12/2026

REQUESTER: City of Norman

PRESENTER: Lora Hoggatt, Planning Services Manager

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-47: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING CHAPTER 30 ("SUBDIVISIONS") OF THE CODE, SECTION 30-606(a) IN ORDER TO REMOVE THE 30-ACRE MINIMUM LOT SIZE REQUIREMENT FOR RURAL CERTIFICATES OF SURVEY WITH AN URBAN RESERVE LAND USE DESIGNATION; AND PROVIDING FOR THE SEVERABILITY THEREOF.

DISCUSSION:

Section 36-606, Exception To Allow Norman Rural Certificates Of Survey As Plats In A-1 And A-2 Zoning Districts, in the City's Subdivision Regulations (Chapter 30) currently state:

(a) For those properties located in the reserve and rural areas of Norman, as identified in the Comprehensive Plan, including the Land Use Plan, it is the purpose of this exception to allow lots of ten acres or more **(or where designated as Urban Reserve land use, lots of thirty acres or more)** to be developed and sold adjacent to public or private roadways in the A-1 and A-2 Agricultural Districts; however, private roadways should be constructed and maintained in such a manner that said roadways may be traversed and used by police, fire and other official vehicles of all municipal, county, State and federal agencies. Lots created under this process shall be designated as "City rural certificate of survey subdivisions" and may be permitted under the following procedures:

In order to align with the proposed acreage change from 30- to 10-acres in the Urban Reserve Land Use Category (Resolution R-2526-112), the Subdivision Regulations would need to reflect the 10-acre number. The following language is proposed:

(a) For those properties located in the reserve and rural areas of Norman, as identified in the Comprehensive Plan, including the Land Use Plan, it is the purpose of this exception to allow lots of ten acres or more ~~(or where designated as Urban Reserve land use, lots of thirty acres or more)~~ to be developed and sold adjacent to public or private roadways in the A-1 and A-2 Agricultural Districts; however, private roadways

should be constructed and maintained in such a manner that said roadways may be traversed and used by police, fire and other official vehicles of all municipal, county, State and federal agencies. Lots created under this process shall be designated as "City rural certificate of survey subdivisions" and may be permitted under the following procedures:

Council approached City Planning Staff regarding the minimum acreage requirement for a Norman Rural Certificate of Survey (NRCOS) in the AIM Norman Comprehensive Land Use Plan's Urban Reserve Land Use Category. The minimum acreage requirement of 30 acres for a NRCOS in this designation was a topic of discussion throughout the AIM Norman process and since adoption. Council requested staff explore revisions to language to allow for a 10-acre minimum instead of the 30-acre minimum.

The 30-acre minimum was intended to preserve large tracts of land for coordinated long-term planning and to discourage premature or fragmented development in this area of Norman. However, recent discussions have centered on whether this threshold has limited flexibility and created unintended barriers for property owners requesting to subdivide their property, via a NRCOS, below the 30-acre requirement.

RECOMMENDATION:

Staff forwards Ordinance O-2526-47 to the Planning Commission for consideration and recommendation to City Council.

8. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION O-2526-47: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING CHAPTER 30 ("SUBDIVISIONS") OF THE CODE, SECTION 30-606(a) IN ORDER TO REMOVE THE 30-ACRE MINIMUM LOT SIZE REQUIREMENT FOR RURAL CERTIFICATES OF SURVEY WITH AN URBAN RESERVE LAND USE DESIGNATION; AND PROVIDING FOR THE SEVERABILITY THEREOF.

ITEMS SUBMITTED FOR THE RECORD

1. **Staff Report**

Staff Presentation

Lora Hoggatt, Planning Services Manager, presented the Staff Report for the Subdivision Regulations Amendment.

Commissioner Jablonski asked what the potential impact of reducing the minimum from 30 acres to 10 acres, noting that it could effectively double density and questioning how that change could affect the goal of encouraging infill development.

Ms. Hoggatt stated during the two-year planning process the goal was to increase density in areas with existing services, parks, and infrastructure rather than expanding east toward the lake. She added larger lot sizes can also reduce potential runoff impacts associated with maintaining smaller residential lots. She acknowledged there are tradeoffs, particularly for property owners wanting to divide their land for family, and noting the issue presents competing considerations.

Applicant Presentation

City staff as applicant made the presentation.

Public Comments

No public comments

Planning Commission Discussion

No further Planning Commission Discussion

Motion made by Commissioner McDaniel, **Seconded** by Commissioner McClure.

Voting Yea: Commissioner Brewer, Commissioner McClure, Chair Bird, Secretary Parker, Commissioner McDaniel, Commissioner Kindel

Voting Nay: Vice Chair Jablonski

Planning Commission recommended approval of O-2526-47.

File Attachments for Item:

14. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-55 UPON FIRST READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN AMENDING THE CODE OF ORDINANCES OF THE CITY BY ADDING THERETO A NEW SECTION TO ARTICLE 32-VI IMPOUNDMENT OF VEHICLES, TITLED “WRECKER SERVICES,” AND PROVIDING FOR THE SEVERABILITY THEREOF.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 4/14/26

REQUESTER: Rickey J. Knighton II

PRESENTER: Rickey J. Knighton II, City Attorney

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-55 UPON FIRST READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN AMENDING THE CODE OF ORDINANCES OF THE CITY BY ADDING THERETO A NEW SECTION TO ARTICLE 32-VI IMPOUNDMENT OF VEHICLES, TITLED "WRECKER SERVICES," AND PROVIDING FOR THE SEVERABILITY THEREOF.

BACKGROUND:

Subsection C of 47 O.S. § 952 permits the governing bodies of political subdivision to regulate the wrecker vehicle used to perform wrecker or towing services requested by a political subdivision of this state for removal of a vehicle from public property for reasons listed in 47 O.S. § 955. This ordinance regulates the wrecker vehicle used to perform wrecker or towing services requested by the Norman Police.

DISCUSSION:

In pertinent part, 47 O.S. § 952(C) states as follows:

> Unless otherwise regulated by the governing body of the political subdivision, the wrecker vehicle used to perform wrecker or towing services requested by a political subdivision of this state for removal of a vehicle from public property for reasons listed in Section 955 of this title shall be from the licensed wrecker or towing service whose location is nearest to the vehicle to be towed. Requests for service may be alternated or rotated among all such licensed wrecker or towing services which are located within a reasonable radius of each other.

The plain language of this provision permits the governing body of a political subdivision to regulate the wrecker vehicle used to perform wrecker or towing services requested by a political subdivision for removal of a vehicle from public property for reasons listed in 47 O.S. § 955.

The Norman Police Department alternates or rotates requests for service among contractors with an office and impoundment yard with the corporate limits of the City of Norman. The proposed ordinance simply codifies the Norman Police Department existing practice. It requires that contractors providing

wrecker or towing service or the Norman Police Department maintain an office and impoundment yard within the corporate limits of the City of Norman between west 72nd Avenue and east 84th Avenue. As a condition of providing wrecker or towing services for the Norman Police Department, the proposed ordinance also requires that such contractors comply with the guidelines, policies, or standard operating procedures approved by the Chief of Police, and with all applicable federal, state, and municipal laws governing towing services and impoundment yards.

RECOMMENDATION:

Staff recommends approval of Ordinance No. O-2526-55 as it establishes clear, uniform standards for wrecker and towing services utilized by the City, promotes timely and reliable response for public safety needs, and enhances oversight, accountability, and consumer protection. Adoption of the ordinance will support efficient coordination with law enforcement and ensure consistent administration of towing operations within the City.

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN AMENDING THE CODE OF ORDINANCES OF THE CITY BY ADDING THERETO A NEW SECTION TO ARTICLE 32-VI IMPOUNDMENT OF VEHICLES, TITLED "WRECKER SERVICES," AND PROVIDING FOR THE SEVERABILITY THEREOF.

§1 **WHEREAS**, from time to time it is necessary or required that the Norman Police Department use licensed wrecker or towing services to remove vehicles from public property; and

§2 **WHEREAS**, 47 O.S. § 952(C) recognizes the authority of governing bodies of municipalities to regulate the wrecker vehicle used to perform wrecker or towing services requested by a political subdivision for removal of a vehicle from public property for reasons listed in 47 O.S. § 955; and

§3 **WHEREAS**, the City of Norman now has more than one licensed wrecker service within its corporate limits and the governing body of the City of Norman desires to regulate the wrecker vehicle used to perform wrecker or towing services requested by the Norman Police Department for removal of vehicles from public property for the reasons listed in 47 O.S. § 955.

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

§4 That the Norman City Code be and the same is hereby amended by adding thereto a new section to Article 32-VI IMPOUNDMENT OF VEHICLES, "§ 32-605" titled "Wrecker Services," to read as follows:

32-605 Wrecker Services

A. For purposes of this ordinance, the following definitions apply:

1. *Contractor*: a wrecker or towing service with whom the Norman Police Department has entered into a wrecker service agreement.

2. *Wrecker or wrecker vehicle*: any motor vehicle that is equipped with any device designed to tow another vehicle or combination of vehicles. The use of the term "wrecker" or "wrecker vehicle" shall be construed to include a combination wrecker or combination wrecker vehicle, as defined in paragraph 4 of this section, unless a specific differentiation is otherwise described.

3. *Combination wrecker or combination wrecker vehicle*: any wrecker vehicle which is designed and equipped with two separate and distinct devices to tow simultaneously two or more other vehicles or combinations of vehicles, whether or not both devices are in use simultaneously. One of the devices shall allow another vehicle to be loaded onto and transported upon the wrecker vehicle, and one of the devices shall allow another vehicle to be attached to and pulled by the wrecker vehicle.

4. *Tow or towing*: the use of a wrecker vehicle to lift, pull, move, haul or otherwise transport any other vehicle by means of:

   a. attaching the vehicle to and pulling the vehicle with the wrecker vehicle, or
   b. loading the vehicle onto and transporting the vehicle upon the wrecker vehicle,

   from the place where the vehicle was disabled or impounded to a safe protected storage area.

5. *Impoundment yard*: a facility used for the temporary storage of abandoned or disabled vehicles which have been transported by a wrecker or towing service having a State and City Impoundment Yard license. Such a facility shall not be operated as a junk yard, where vehicles are dismantled or parts sold.

B. Contractors providing wrecker or towing services for the Norman Police Department shall maintain an office and impoundment yard within the corporate limits of the City of Norman between west 72nd Avenue and east 84th Avenue.

C. As a condition of providing wrecker or towing services for the Norman Police Department, each contractor shall comply with all guidelines, policies, and standard operating procedures approved by the Chief of Police, and with all applicable federal, state, and municipal laws governing towing services and impoundment yards.

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

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

ADOPTED this _____ day of

_____, 2026.

_____
Stephen Tyler Holman, Mayor

NOT ADOPTED this _____ day of

_____, 2026.

_____
Stephen Tyler Holman, Mayor

ATTEST:

_____
City Clerk

File Attachments for Item:

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

ANIMAL WELFARE OVERSIGHT COMMITTEE

TERM:05-27-26 TO 05-27-29, CARLA ATKINSON - WARD 4

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 04/14/2026

REQUESTER: Mayor Stephen T. Holman

PRESENTER: Jamie Meyer, Interim City Clerk

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

ANIMAL WELFARE OVERSIGHT COMMITTEE
TERM:05-27-26 TO 05-27-29, CARLA ATKINSON - WARD 4

Carla Atkinson is a new appointment.

File Attachments for Item:

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

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 04/14/2026

REQUESTER: Frederick Duke, Procurement Analyst

PRESENTER: Frederick Duke, Procurement Analyst

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

BACKGROUND:

Section 12-301 of the Code of Ordinances of the City of Norman provides that "The City Council must declare surplus or obsolete any supplies, materials, or equipment where the valuation exceeds one thousand dollars ($1,000) prior to the selling of such supplies, materials, or equipment." The Auction will be conducted by either GovDeals and/or Purple Wave. GovDeals nor Purple Wave charge a commission. The City retains 100% of proceeds. GovDeals and Purple Wave charge bidders a premium to bid. All items sold at auction are understood to be sold as is. The auction date is to be determined.

DISCUSSION:

The attached list is the supplies, materials, or equipment identified as surplus or obsolete, and is therefore being prepared for sale at auction.

RECOMMENDATION:

It is recommended that the attached list of supplies, materials, or equipment be declared surplus or obsolete, and approved for sale at public auction or disposal.

INVENTORY OF GOODS TO BE AUCTIONED

Department I.T.

Signature Fred Duke

Reviewed by Accounting Fred Duke 3-25-2026

Condition	Item and Year	Detailed Description	Serial Number	City Unit No.
Poor	MONITOR 2018	Z23n G2	6CM7370TVM	
Poor	DESKTOP 2019	Dell Optiplex 7060	HNX01T2	
Poor	LAPTOP 2018	Dell Latitude 14 Rugged 5414	1ZLSSG2	
Poor	DESKTOP 2019	Dell OptiPlex 7060	H1N01S2	
Poor	LAPTOP 2018	Dell XPS 15	8T7NLQ2	
Poor	DESKTOP 2019	Dell Optiplex 7460 AIO	0GF22C	
Poor	LAPTOP 2018	Dell Latitude 14 Rugged 5414	JQVYSG2	
Poor	DESKTOP 2019	Dell Optiplex 7060	G9XVCS2	
Poor	DESKTOP 2019	Dell Optiplex 7060	HNXX0T2	
Poor	MONITOR	DELL 23"	8J4HSP2	
Poor	LAPTOP 2019	Dell Pro Rugged 14 RB14250	967HTG2	
Poor	DESKTOP 2017	Dell D11M	8NST6Z1	
Poor	MONITOR	HP ZR2330w	3CQ3131ZWK	
Poor	MONITOR	HP ZR2330w	111206L0202624	
Poor	DESKTOP 2019	HP Z2 MINI	2UA80328X1	
Poor	DESKTOP 2019	HP Z2 MINI	2UA80328X3	
Poor	MONITOR	HP ZR2330w	111206L0202786	
Poor	MONITOR	HP ZR2330w	111206L0202664	
Poor	MONITOR	HP ZR2330w	3CQ32519LF	
Poor	MONITOR	HP ZR2330w	3CQ3131JTB	
Poor	PRINTER			
Poor	DESKTOP 2019	Dell Optiplex 7060	11DPCS2	
Poor	DESKTOP 2019	Dell Optiplex 7060	HNWY0T2	
Poor	MONITOR 2019	Dell P2418HZm	4MDSHP2	
Poor				
Poor				

INVENTORY OF GOODS TO BE AUCTIONED

Department I. T.

Signature Fred Dulle

Reviewed by Accounting Fred Dulle 3-25-2026

Condition	Item and Year	Detailed Description	Serial Number	City Unit No.
Poor	MONITOR 2018	HP Z23I	3CQ5221L69	
Poor	MONITOR 2018	HP Z23N	6CM7451Q28	
Poor	DESKTOP 2018	HP Z2 MINI G3	2UA8021B05	
Poor	MONITOR 2018	HPZ23I	3CQ5173CHK	
Poor	DESKTOP 2018	HP Z2 MINI G3	2UA80329TM	
Poor	DESKTOP 2018	HP ELITEDESK 800 G2	2UA6332LRF	
Poor	DESKTOP 2018	HP ELITEDESK 800 G2	2UA543213C	
Poor	DESKTOP 2018	HP ELITEDESK 800 G1	MXL5230V80	
Poor	DESKTOP 2018	HP Z2 MINI G3	2UA8041P9F	
Poor	DESKTOP 2018	HP ELITEDESK 800 G2	MXL7242S1F	
Poor	DESKTOP 2018	HP ELITEDESK 800 G2	2UA6382HHN	
Poor	MONITOR 2018	P2418HZm	CN0VF4KKTV200878ONST	
Poor	MONITOR 2018	HP ZR2330w	3CQ3130P4M	
Poor	DESKTOP 2018	HP Z220 CMT Workstation	2UA320085B	
Poor	DESKTOP 2018	HP Z2 MINI G3	2UA75121T4	
Poor	DESKTOP 2018	HP RP9 G1 AIO	2UA8041DZM	
Poor	MONITOR 2018	HPZ23i	3CQ4231J66	
Poor	MONITOR 2018	HP Z23I	3CQ42313X6	
Poor	DESKTOP 2015	HP Z230	2UA4100G56	
Poor	DESKTOP 2018	HP Z2 MINI G3	2UA80328XD	
Poor	DESKTOP 2018	Z3Y91AV	2UA8031KJN	
Poor	LAPTOP 2015	HP Zbook 15	CNT504531T	
Poor	FIREWALL 2020	pa3220	16201036657	
Poor	FIREWALL 2020	pa3220	16201036641	
Poor	DESKTOP 2018	HPZ230	2UA6161TFN	
Poor	FIREWALL 2020	PA220	12801067122	

Poor	FIREWALL 2020	PA220	12801115073	
Poor	FIREWALL 2020	PA220	12801115073	
Poor	FIREWALL 2020	PA220	12801067023	
Poor	FIREWALL 2020	PA220	12801042895	
Poor	FIREWALL 2020	PA220	12801067020	
Poor	FIREWALL 2020	PA220	12801058696	
Poor	FIREWALL 2020	PA220	12801066975	
Poor	FIREWALL 2020	PA220	12801112970	
Poor	FIREWALL 2020	PA220	12801114845	
Poor	FIREWALL 2020	PA220	12801114936	
Poor	FIREWALL 2020	PA220	12801114962	
Poor	DESKTOP 2018	z2 mini	2UA80328WL	
Poor	DESKTOP 2018	z2 mini	2UA80328XF	
Poor	DESKTOP 2018	Z230	2UA4100G53	
Poor	MONITOR 2018	z23i	3CQ5221L8N	
Poor	MONITOR 2018	z23n G2	6CM8011S5L	
Poor	DESKTOP 2018	HP Z2 MINI G3	2UA80118CB	
Poor	DESKTOP 2018	HP Z2 MINI G3	2UA80118CC	
Poor	DESKTOP 2018	HP Z6 Tower	2UA8071Y8C	
Poor	DESKTOP 2018	HP Z2 MINI G3	2UA80328X9	
Poor	MONITOR 2018	HP Z23i	3CQ423144K	
Poor	MONITOR 2018	HP Z23	6CM7370C4V	
Poor	LAPTOP 2017	XPS 13 9365	84S77H2	
Poor	MONITOR 2018	HP Z23	6CM7290T1B	
Poor	DESKTOP 2016	HP Z230 Tower Workstation	2UA5361B1X	
Poor	MONITOR 2021	U2424H	F87K5Z3	
Poor	DESKTOP 2018	HP Z2 MINI G3	2UA8021B04	
Poor	MONITOR 2018	HP Z23N G2	6CN8011RD1	
Poor	DESKTOP 2018	Dell OptiPlex 7060	G9VSCS2	
Poor	DESKTOP 2018	hp z2	2UA80328X8	
Poor	MONITOR 2018	HP 23 MONITOR	3CQ5421N1K	
Poor	DESKTOP 2018	hp z2	2UA8021B03	
Poor	desktop 2018	hp z2	2ua80328x5	
Poor	MONITOR 2018	HP 23 MONITOR	3CQ5060J90	

Poor	MONITOR	HP 23 MONITOR	3CQ4231438	
Poor	DESKTOP2018	HP Z2	2UA80328X9	
Poor	BROTHER PRINTER	MFC-L8900	U64646M4F426959	
Poor	MONITOR 2018	HP 23 MONITOR	3CQ5060J90	
Poor	MONITOR 2018	HP 23 MONITOR	3CQ5221L8N	
Poor	DESKTOP 2018	HP Z230	2UA4100G53	
Poor	BROTHER PRINTER	HL45	U62500E3J357423	
Poor	DESKTOP 2018	HP Z2	2UA80329WT	
Poor	DESKTOP 2018	HP Z2	2UA7411X12	
Poor	DESKTOP 2018	HP Z240	2UA63624N1	
Poor	DESKTOP 2018	HP Z600	2UA63126MS	
Poor	MONITOR 2018	HP 23 MONITOR	3CQ35138Y9	
Poor	MONITOR	HP 23 MONITOR	6CM8011S5H	
Poor	DESKTOP 2018	HP Z240	2UA62438R4	
Poor	DESKTOP 2018	HP ELITEDESK 800	2UA53326RJ	
Poor	DESKTOP 2018	HP ELITEDESK 800	2UA53326R5	
Poor	DESKTOP 2018	HP ELITEDESK 800	2UA53326R9	
Poor	DESKTOP 2018	HP Z2	2UA803291M	
Poor	DESKTOP 2018	HP Z2	2UA803291N	
Poor	MONITOR	HP 23 MONITOR	CNT734Q689	
Poor	MONITOR 2018	HP 23 MONITOR	3CQ5221L9Y	
Poor	MONITOR 2018	HP 23 MONITOR	6CM8011RLS	
Poor	MONITOR 2018	HP 23 MONITOR	3CQ5221L9H	
Poor	DESKTOP 2018	HP Z2 MINI G3	2UA8041PB8	
Poor	MONITOR 2018	HP Z23I	3CQ42313WQ	
Poor	MONITOR 2018	HP Z	111206L0202789	
Poor	MONITOR 2018	HP Z23i	3CQ3481Y6Q	
Poor	MONITOR 2018	Z23n G2	6CM7290T79	
Poor	DESKTOP 2018	HP Z2 MINI G3	2UA803291L	
Poor	CREDIT CARD PRINTER	TRANSACT MOD 153-P	KG005045861	
Poor	CREDIT CARD PRINTER	TRANSACT MOD 153-P	KG004819287	
Poor	CREDIT CARD MACHINE	FD150	FD5T00009010	
Poor	CREDIT CARD MACHINE	FD150	FD1000475404	
Poor	CREDIT CARD MACHINE	FD150	FD5000139727	

Poor	CREDIT CARD MACHINE	FD150	FD5000138159	
Poor	CREDIT CARD MACHINE	FD150	FD5000139729	
Poor	CREDIT CARD MACHINE	FD150	FD5000138183	
Poor	CREDIT CARD MACHINE	Ipp320	18172PP84188968	
Poor	Triumph Ideal Cutter	Ideal 4850-95 EP Guillotine/Cutter	4093774	3502
Poor	Tape Binder	Powis Parker Fastback15 Tape Binder	9684	1097
Poor	DESKTOP 2019	CUES	WS503598	
Poor	MONITOR 2019	HP ZR2330w	3CQ3251831	
Poor	hp printer	laserjet printer	cndch3d2js	
Poor	monitor 2018	hp monitor 23	3cq3131jtb	
Poor	monitor 2018	hp monitor 23	3cq32518lf	
Poor	monitor 2018	hp monitor 22	111206l0202664	
Poor	monitor 2018	hp monitor 22	111206l0202786	
Poor	desktop 2018	hp z2 mini g3	2ua80328x3	
Poor	desktop 2018	HP Z2 MINI G3	2ua80328x1	
Poor	MONITOR 2019	HP Z23n	6CM7410WDD	
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INVENTORY OF GOODS TO BE AUCTIONED

Department: Fleet Approved by Fred Duke

Signature: Mill Wilt Purchasing Agent Fred Duke 3-26-2026

City Unit No.	Year	Mileage/Hrs	Detailed Description	Serial Number/VIN	Asset Tag No.	Dept/Div
mp5624	2012	94826	2012 Silverado 1500 2WD 5.3	1GCRCPE00CZ289848		PW Traffic
1136	2010	153599	2010 Police Crown Victoria	2FABP7BV9AX116778		PD Patrol
1052	2018	46813	2018 Ford Escape	1FMCU9GD6JUC62660		PD Parking Enforce
1022	2011	72112	2011 Chevrolet Impala V6-3.5L	2G1WF5EK5B1230018		PD Criminal Invest
1164	2017	196694	Police Interceptor Utility AWDV6-3.7L	1FM5K8AR0HGA89269		PD Patrol
1102	2012	99314	Chevy Truck Tahoe 2WD V8-5.3L	1GNLC2E0XCR281465		PD Patrol
423	2001	531 Hrs	RAYCO RG1642M TREE STUMP CUTTER	1R9341314YW210052		Park Maintenance
1103	2014	152155	Police Interceptor Utility AWDV6-3.7L	1FM5K8AR5EGA81065		PD Patrol
1051	2012	86905	2012 HONDA CIVIC	19XFB5F57CE004014		PD Parking Enforce
1053	2013	97280	2013 HONDA CIVIC	19XFB5F57DE000109		PD Parking Enforce
1054	2013	99289	2013 HONDA CIVIC	19XFB5F50DE000050		PD Parking Enforce
1011	2011	101,053	2011 Chevrolet Impala V6-3.5L	2G1WF5EK8B1226660		PD Staff Services
1160	2013	127,232	Police Interceptor Utility AWDV6-3.7L	1FM5K8AR7DGB79058		PD Patrol
1209	2015	188335	Police Interceptor Utility AWDV6-3.7L	1FM5K8AR1FGB51825		PSST Patrol
696B	2018	N/A	JD MX6 Brush hog	1P00MX6CCJP072913		PW Streets
590A	2017	N/A	Aerway AW100 Aerator	179114		Utilities
659B	2018	N/A	JD CX15 Brush hog	1P0CX15EEJF060429		PW Streets
697B	2018		JD CX15 Brush hog	1P0CX15EVJF060425		PW Streets
6228	2018	16525	Peterbilt Front loader	3BPZL20X4JF177855		Utilities
6247	2007	135522	IHC Dumpster truck	1HTMKAZR67H399661		Utilities
21301T	2021	N/A	Belshe Trailer	16JF02229M1050857		Utilities
293	2018	301256	Peterbilt Transfer Truck	1XPTD40X2JD498636		Utilities
871	2010	48656	IHC Dump Truck	1HTWYSJT1AJ279688		PW Stormwater
6265	2018	16545	Peterbilt Side loader	3BPZL2OX8JF177857		Utilities
269	2018	15327	Peterbilt Side loader	3BPZL20XXJF177858		Utilities
Lift5	2001	N/A	Rotary SP015	ACD01G0021		PW Fleet

File Attachments for Item:

17. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-129: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING JOINT PETITION SETTLEMENT OF THE CLAIM FILED BY NOEL MOHRMANN UNDER THE PROVISIONS OF THE WORKERS' COMPENSATION STATUTES OF THE STATE OF OKLAHOMA IN THE CASES OF *NOEL MOHRMANN V. THE CITY OF NORMAN,* WORKERS' COMPENSATION COMMISSION CASE 2025-02034 P; 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: 4/14/2026

REQUESTER: Jeanne Snider

PRESENTER: Jeanne Snider, Assistant City Attorney

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-129: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING JOINT PETITION SETTLEMENT OF THE CLAIM FILED BY NOEL MOHRMANN UNDER THE PROVISIONS OF THE WORKERS' COMPENSATION STATUTES OF THE STATE OF OKLAHOMA IN THE CASES OF *NOEL MOHRMANN V. THE CITY OF NORMAN,* WORKERS' COMPENSATION COMMISSION CASE 2025-02034 P; 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:

Noel Mohrmann is a 13 year Fire Driver Engineer for the City of Norman's Suppression Division of the Fire Department. He was hired on September 12, 2012, as a Firefighter Recruit and promoted to firefighter 9/12/13 and Fire Driver Engineer November 15, 2021. On April 17, 2025, he filed workers compensation case CM3-2025-02034 P with the Oklahoma Workers' Compensation Commission alleging a single incident on the job injury to the Left Shoulder, Arm, and Hand from a lifting injury on April 2, 2025. The City admitted the injury and the case proceeded through the normal litigation process.

Prior to a trial being held, Mr. Mohrmann has agreed to a settlement in the total amount of $21,780, which represents 22 percent permanent partial disability (PPD) to the Left Arm and 0 percent PPD to the Left Shoulder and Left Hand. The settlement is recommended for consideration by the City Council.

DISCUSSION:

Medical Treatment.
Mr. Mohrmann was initially seen at Norman Regional Occupational Medicine on the day following his injury. He was treated conservatively and sent for a magnetic resonance imaging

(MRI) of the left elbow on April 8, 2025. Upon follow up and review of the MRI imaging showing a full thickness bicep tendon tear, he was referred to orthopedic surgery. On April 16, 2025, he was seen by Dr. Bond and after review of the MRI surgical repair was recommended. On April 21, 2025, he underwent left open distal bicep tendon repair which was performed followed by physical therapy postoperatively. Mr. Mohrmann continued to follow up with Dr. Bond and on October 17, 2025, he was released to regular work without restrictions and instructed to follow-up as needed and returned to work October 20, 2025.

Issues for Trial. Since there is no question Mr. Mohrmann's injury occurred while in the course of his employment with the City, the primary issues to be tried before the Workers' Compensation Commission are the extent of his injury and whether the injury is 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 PPD.

Evaluations.

Mr. Mohrmann was evaluated by Lance Rosson, D.O., on December 19, 2025, and opined an impairment rating of 39 percent ($38,610) PPD to the left arm/elbow. In addition, Dr. Rosson opined that Mr. Mohrmann 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. On March 5, 2026, Mr. Faught was then evaluated by the City's medical expert, William Jones, M.D., MPH, and opined 9 percent ($8,910) to the left arm, 0 percent to the left shoulder and left hand and opined future medical treatment including vocational retraining would not be required. The City's maximum exposure for total PPD would be $38,610.

Trial. The case proceeded through the normal litigation process; however, Mr. Mohrmann has agreed to settlement as outlined below. If a trial were held, the Judge could determine nature and extent to his injury and award permanent partial disability as well as continued medical maintenance.

Proposed Settlement. The proposed settlement closes Workers' Compensation Commission Case 2025-02034 P in a lump sum payment of $21,780 (less 20% attorney fee). 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 $653.40, representing (3%) of the permanent partial disability awards shall be deducted and paid to the Oklahoma Tax Commission.

It is felt that the settlement is fair and reasonable. A settlement is 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. Mohrmann 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 the case was settled in this manner, the City would incur additional costs and fees of:

Workers' Compensation Administration Fund Tax in the amount of $435.60; Special Occupational Health & Safety Tax in the amount of $163.35; 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 $893.09, which brings the total cost of the settlement to the City to $22,673.09.

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 would be paid to Mr. Mohrmann 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.

Resolution

R-2526-129

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING JOINT PETITION SETTLEMENT OF THE CLAIM FILED BY NOEL MOHRMANN UNDER THE PROVISIONS OF THE WORKERS' COMPENSATION STATUTES OF THE STATE OF OKLAHOMA IN THE CASES OF *NOEL MOHRMANN V. THE CITY OF NORMAN,* WORKERS' COMPENSATION COMMISSION CASE 2025-02034 P; 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, Noel Mohrmann, a Fire Driver Engineer for the City of Norman's Suppression Division of the Fire Department, alleged a single incident injury to the Left Shoulder, Arm, and Hand on April 2, 2025; and

§2. WHEREAS, the City of Norman has negotiated settlement for the claim of Noel Mohrmann against the City of Norman, under the Workers' Compensation Statutes for a total amount of $21,780, which represents 22 percent permanent partial disability to the Left Arm and 0 percent permanent partial disability to the Left Shoulder and Hand to be paid in a lump sum settlement to Mr. Mohrmann, 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 2025-02034 P to the Workers' Compensation Administration Fund in the amount of $435.60; the Special Occupational Health and Safety Fund in the amount of $163.35; filing fee in the Workers' Compensation Commission in the amount of $140; and filing fee 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

§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. 85A, § 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 Noel Mohrmann for not more than $21,780 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 14th day of April, 2026.

_____

Mayor, Stephen T. Holman

ATTEST:

_____

City Clerk

Noel Mohrmann v. City of Norman
CM3-2025-02034 P (Left Shoulder, Arm, Hand)
SS# XXX-X3-6950
City Council Date 4/14/26
AttyJeffrey Cooper
Trial Date: 4/14/26 Order Date: N/A
DOH: 9/12/12 Separation: N/A
RTW:10/20/25; MMI: 10/17/25

Date of Injury: 4/2/25 (SI)
PPD Wage: $360

Memo
Resolution R-2526-95
Purchase Requistions

Permanent Partial Disability Settlement	$21,780.00	22% - Left Arm	
	$0.00	0% - Left Shoulder	
	$0.00	0% - Left Hand	
Total PPD Settlement	$21,780.00		
Attorney Fees (20% of PPD)	$ (4,356.00)		
Net to Claimant	$17,424.00		
Total PPD Settlement	$21,780.00		
Less Multiple Injury Trust Fund (3% of PPD-After 7/1/19)	($653.40)	11739	43330102-42134
Net to Attorney & Claimant (Less MITF)	**21,126.60**		43330102-42131

City's Settlement Costs (953-092)		Vendor	
Workers Comp. Admn. Fund (2% of PPD)	$ 435.60	2267	43330102-42133
Occupational & Health Trust Fund (0.75%)	$ 163.35	1950	43330102-42135
Filing Fee - Workers Compensation Commission	$ 140.00	12122	43330102-44704
	$ 738.95		
Filing Fee - Cleveland County District Court	$ 154.14	434	43330102-44703
	$893.09		

Total Settlement Cost (PPD, TTD, Costs) $22,673.09

Settlement forms:	**Copies**	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 - Maill 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:

18. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF SPECIAL CLAIM SC-2526-1: SUBMITTED BY CLIFFORD JEMISON, THROUGH LEGAL COUNSEL JOE FARNAN, IN THE AMOUNT OF $60,000 FOR PERSONAL INJURY DAMAGES AS A RESULT OF A COLLISION WITH A CITY VEHICLE THAT OCCURRED ON FEBRUARY 26, 2025.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 04/14/2026

REQUESTER: AshLynn Wilkerson, Assistant City Attorney

PRESENTER: AshLynn Wilkerson, Assistant City Attorney

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF SPECIAL CLAIM SC-2526-1: SUBMITTED BY CLIFFORD JEMISON, THROUGH LEGAL COUNSEL JOE FARNAN, IN THE AMOUNT OF $60,000 FOR PERSONAL INJURY DAMAGES AS A RESULT OF A COLLISION WITH A CITY VEHICLE THAT OCCURRED ON FEBRUARY 26, 2025.

BACKGROUND:

On April 30, 2025, a tort claim was filed by Clifford Jemison, through his legal counsel Joe Farnan, for property and personal injury damages, for an initial demand of $2,500 for property and an unspecified amount for personal injury, resulting from an automobile accident with a City vehicle at the intersection of South Lahoma Avenue and West Lindsey Street on the morning of February 26, 2025.

DISCUSSION:

The property damages claim was settled on June 12, 2025, through the administrative claims process for $2,500. Documents for the personal injury claim were received by the City on February 2, 2026. City Attorney staff discussed the merits of the personal injury claim and potential settlement during an Executive Session held on March 24, 2026. This settlement is within the range discussed with Council in such session.

Following Council approval of the settlement, a friendly suit will be initiated in the Cleveland County District Court so that the agreed settlement amount of $60,000 may be reduced to a judgment to allow for it to be placed on the property tax rolls and paid over three (3) years, as described in further detail below.

RECOMMENDATION:

It is believed that the proposed settlement for the personal injury claim is fair, reasonable and in the best interests of the City. It is recommended the settlement of this matter, in the total amount of $60,000, be approved by City Council and that this office be directed to reduce the settlement amount to judgment in accordance with Titles 51 O.S. §159 and 62 O.S. §362. The settlement amount will then be placed on the property tax rolls for collection over the next three (3) years. Under this process, one-third of the judgment amount plus interest at the statutory rate on the

unpaid balance is collected through property tax roll assessments over that time period. This statutorily allowed procedure for payment of judgments against a municipality will minimize the impact of the settlement on City funds.

The City of
NORMAN

NOTICE OF TORT CLAIM

[redacted]

Return Completed Forms to:
City Clerk's Office – Tort Claims
CITY OF NORMAN, P.O. BOX 370
NORMAN, OKLAHOMA 73070

FILED IN THE OFFICE
OF THE CITY CLERK
ON 04/30/25-KW

Please complete *ALL* pages of this form. Please print or type the responses.

CLAIMANT(S) INFORMATION

CLAIMANT(S): Clifford Jemison [redacted]

Claimants that are joint owners of property (such as co-owners of a vehicle or home) **must both** be included on the tort claim.

If Claimant is not the owner of the damaged property, provide owner's name, address, email, and daytime phone number.

CLAIM INFORMATION

DATE OF INCIDENT: Feb 26, 2025 TIME: 10:01 ☒ a.m. ☐ p.m.

LOCATION OF INCIDENT: Intersection of Lahoma & Lindsey

STATEMENT OF CIRCUMSTANCES / REASONS YOU BELIEVE CITY IS LIABLE:
Include the name of the City department and/or employee involved. Provide any evidence that will prove City or a City employee was responsible, including any photographs of the alleged damages to support your claim.

[redacted] Failed to Stop + yield at Stop sign on Lahoma
Striking my 2020 Ford Fusion

(Use additional pages if necessary.)

INSURANCE INFORMATION

List the name of your insurance company and agent, the address, and phone number

[redacted]

Have you filed a claim with your insurance company for these damages? ☐Yes ☒No
If yes, submit a copy of your claim.

Have you been, or do you expect to be, compensated for your damages by your insurance company? ☐Yes ☑No

What was or will be the amount of compensation from your insurance company? $ ~~4~~ Actual cash value — #2500 (my deductible)

COMPENSATION REQUESTED

PROPERTY DAMAGE:

Please list items damaged, the age and original cost of each item, the amount of property loss claimed, and include any required supporting documentation referenced below.

PROPERTY DAMAGE DESCRIPTION:	AMOUNT CLAIMED:
1. Totalled car (deductible)	$ 2500
2.	$
3.	$
4.	$
TOTAL AMOUNT CLAIMED FOR PROPERTY DAMAGE:	$ 2500 —

1. If you are alleging damage to your vehicle:
   a. Copy of the vehicle title, front and back; title no longer available when transf—registr
   b. Photographs of the vehicle showing the damage, including photographs of the VIN and License Plate;
   c. Copy of either actual repair bill OR two estimates for cost of repair; AND
   d. Copy of receipts or estimates showing associated expenses such as: towing, vehicle rental, etc.
2. If you are alleging damage to your home or to real property:
   a. Copy of the current deed.

OTHER DAMAGE (Is the claim seeking compensation other than for loss or damage to property?): yes - but will do so when I'm released from treatment

Please describe the type of injury or damage you sustained. You **must** state the compensation requested (do not include amounts already requested in previous sections) and include any required supporting documentation referenced below.

OTHER DAMAGE DESCRIPTION:	AMOUNT CLAIMED:
1.	$
2.	$
3.	$
4.	$

Were you on the job at the time of the injury? ☐Yes ☑No
If so, what is the name of your employer? _____

Has any medical bill been paid or will be paid by Medicare/Medicaid? ☐Yes ☑No

If so, list: Medicare/Medicaid number: _____ SSN: _____

[redacted]

If the City is responsible for such bills, the City must report any settlement to Medicare/Medicaid.

I understand that the information requested is to assist the requesting insurance information arrangement to accurately coordinate benefits with Medicare/Medicaid and to meet its mandatory reporting obligation under Medicare Secondary Payer Act 42 U.S.C§1395y.

Medicare/Medicaid Beneficiary Name (please print)

Medicare/Medicaid Beneficiary Name Signature

TOTAL AMOUNT OF OTHER DAMAGE CLAIMED: $ _____

1. If you are alleging personal injury: will file separate claim when released from Dr
   a. Name and address of all health care providers who provided treatment since the time of the incident, AND
   b. A HIPPA compliant authorization for release of health information from all providers.

TOTAL AMOUNT REQUESTED TO FULLY SETTLE THE ABOVE CLAIM(S): $ 2500 (Property Damage) **(required)**

I SWEAR AND/OR AFFIRM THE INFORMATION PROVIDED ABOVE IS TRUE AND CORRECT.

✓ _____
CLAIMANT'S SIGNATURE

✓ Danielle Fennell
CLAIMANT'S SIGNATURE (if applicable)

Warning - State Law.
Use of contents for commercial solicitation is unlawful

[DO NOT WRITE IN THIS SPACE]

OFFICIAL OKLAHOMA TRAFFIC COLLISION REPORT

	Y	N		Y	N
Incident Report		X			
Investigation Completed	X		Revised		X
Investigation Made at Scene	X		Fatality		X
Photographs		X	Hit and Run		X

(1) Reporting Agency: NORMAN POLICE DEPARTMENT
Case Number (Agency Use): 2025-00013676
Motor Vehicles Involved: 02 | Number Injured: 01 | Number Killed: 00

(2) Date of Collision (mm/dd/yyyy): 02262025
Time: 1001
County Number and Name: 14 CLEVELAND
Nearest City or Town Number and Name: In [X] Near [ ] 20 NORMAN

(3) Distance from Nearest City or Town Limits: Mi. [ ] Ft. [ ] N [ ] S [ ] Mi. [ ] Ft. [ ] E [ ] W
Control # | Int ID | Location | East Grid | North Grid | Administrative

(4) Street, Road or Highway: W LINDSEY ST
Distance from: At [X] Mi. [ ] Ft. [ ] N [ ] S [ ] E [ ] W [ ] of
(Nearest) Intersecting Street, Road or Highway: S LAHOMA AVE

(5) Unit	Occupants	Type	Hit & Run	CMV	Last Name	First	Middle	Suffix	Date of Birth (mm/dd/yyyy)	Sex
01	01	D			[redacted]					

(6) Address: [redacted] City: [redacted] State: [redacted] Zip: [redacted] Telephone (Use Area Code): [redacted]

(7) Driver License Number	State	Class	Endorsement(s)	Restriction(s)	Inj. Sev.	Type of Injury	Drv./Ped. Cond.	OP Use
[redacted]	OK	D	N		1	0	01	04

(8) Air Bag	Ejected	Extricated	Test	(% BAC)	Transported by	To Medical Facility	License Plate Number	State	Month	Year
1	1	1	5	0.			CI19835	OK	12	2025

(9) VIN	Vehicle Year	Color	2nd Color	Make	Model	Veh. Conf.	Extent of Damage
[redacted]	2012	WHI	0	CHEV	SILV	04	2

(10) Insurance Verification: 4
Insurance Company Name | Policy Number | Insurance Telephone (Use Area Code)

(11) Vehicle Removed by: Driver [X]
Owner's Last Name: CITY OF NORMAN | First | Middle | Suffix
Same as Driver [ ]

(12) Owner's Address: 1311 DA VINCI ST City: NORMAN State: OK Zip: 73069
Oversized Load: 0 | Towed Veh. Type: 00 | Rolled [ ] Burned [ ] | Phone present [X] Phone in use [ ]

(13) Citation Number | Statute/Ordinance Number | Citation Number | Statute/Ordinance Number

(14) Unit	Occupants	Type	Hit & Run	CMV	Last Name	First	Middle	Suffix	Date of Birth (mm/dd/yyyy)	Sex
02	01	D			JEMISON	CLIFFORD	[redacted]			

(15) Address: [redacted] City: [redacted] State: [redacted] Zip: [redacted] Telephone (Use Area Code): [redacted]

(16) Driver License Number	State	Class	Endorsement(s)	Restriction(s)	Inj. Sev.	Type of Injury	Drv./Ped. Cond.	OP Use
[redacted]					2	3	01	04

(17) Air Bag	Ejected	Extricated	Test	(% BAC)	Transported by	To Medical Facility	License Plate Number	State	Month	Year
1	1	1	5	0.	EMSSTAT	NRH - SH9	[redacted]	OK	07	2026

(18) VIN	Vehicle Year	Color	2nd Color	Make	Model	Veh. Conf.	Extent of Damage
[redacted]	2020	WHI	0	FORD	FUSI	02	2

(19) Insurance Verification: 2
Insurance Company Name: [redacted] | Policy Number | Insurance Telephone (Use Area Code)

(20) Vehicle Removed by: Driver [ ]
FRIEND OR FAMILY
Owner's Last Name | First | Middle | Suffix
Same as Driver [X]

(21) Owner's Address | City | State | Zip
Oversized Load: 0 | Towed Veh. Type: 00 | Rolled [ ] Burned [ ] | Phone present [X] Phone in use [ ]

(22) Citation Number | Statute/Ordinance Number | Citation Number | Statute/Ordinance Number

(23) Investigating Officer	Badge Number	Trp/Div. Assigned	Trp/Div. Location	Reviewer (Init.)	Reviewer Badge Number	Date of Report (mm/dd/yyyy)
BRAKHAGE	110316			JG	111461	02262025

Unit Type
0 Driver, P Pedestrian, X Pedestrian Conveyance, B Bicyclist, Z Other Cyclist, C Parked Car, A Animal, T Train

Injury Severity
0 N/A, 1 No Injury, 2 Possible, 3 Non-incapacitating, 4 Incapacitating, 5 Fatal, 9 Unknown

Type of Injury
0 N/A, 1 Head, 2 Trunk - External, 3 Trunk - Internal, 4 Arms, 5 Legs, 9 Unknown

Driver/Pedestrian Condition
00 Not Applicable, 01 Apparently Normal, 02 Drinking - Ability Impaired, 03 Odor of Alcohol Beverage, 04 Illegal Drugs, 05 Under the Influence of Medications, 06 Very Tired, 07 Sleepy, 08 Ill (Sick), 09 Dizzy/Faint, 10 Emotional, 11 Other, 99 Unknown

Occupant Protection (OP) In Use
00 Not Applicable, 01 None Used, 02 Lap Belt Only, 03 Shoulder Belt Only, 04 Shoulder and Lap Belt, 05 Child Restraint Type Unknown, 06 Restraint Used - Type Unknown, 07 Helmet, 08 Child Restraint - Forward Facing, 09 Child Restraint - Rear Facing, 10 Booster Seat, 11 Other, 99 Unknown

Air Bag Deployed
0 Not Applicable, 1 Not Deployed, 2 Deployed - Front, 3 Deployed - Side, 4 Deployed - Other (knee, air belt, etc.), 5 Deployed - Combination, 9 Deployment Unknown

Ejected
0 Not Applicable, 1 Not Ejected, 2 Ejected, Partially, 3 Ejected, Totally, 9 Unknown

Extricated
0 N/A, 1 No, 2 Yes

Chemical Test
0 N/A, 1 Blood, 2 Breath, 3 Blood/Breath, 4 Test Refused, 5 None Given, 6 Other

Extent of Damage
0 N/A, 1 None, 2 Minor, 3 Functional, 4 Disabling, 9 Unknown

Insurance Verification
0 N/A, 1 No, 2 Owner, 3 Operator, 4 Exempt

Oversized Load
0 N/A, N Not Permitted, P Permitted

Towed Vehicle Type
00 N/A, 01 Boat Trailer, 02 House Trailer, 03 Farm Trailer, 04 Horse Trailer, 05 Another Vehicle, 06 Utility Trailer, 07 Homemade Trailer, 08 Box Trailer, 09 StockTrail, 10 Camping, 11 Combinati, 12 Other, 99 Unknown

WARNING - STATE LAW Use of contents for commercial solicitation is unlawful

Case Number 2025-00013676

(24) Unit 00 | Injured ☐ Witness ☒ | Passenger ☐ Prop. Owner ☐ | Pos in Veh. 00 | Last Name [redacted] | First | Middle | Suffix | DOB(mm/dd/yyyy) | Sex

(25) Same as Driver ☐ | Address | City | State | Zip | Telephone (Use Area Code)

(26) Injury Severity / Type | OP Use | Air Bag | Ejected | Extricated | Transported by | To Medical Facility | Property Type

(27) Unit | Injured ☐ Witness ☐ | Passenger ☐ Prop. Owner ☐ | Pos in Veh. | Last Name | First | Middle | Suffix | DOB (mm/dd/yyyy) | Sex

(28) Same as Driver ☐ | Address | City | State | Zip | Telephone (Use Area Code)

(29) Injury Severity / Type | OP Use | Air Bag | Ejected | Extricated | Transported by | To Medical Facility | Property Type

(30) Unit | Injured ☐ Witness ☐ | Passenger ☐ Prop. Owner ☐ | Pos in Veh. | Last Name | First | Middle | Suffix | DOB (mm/dd/yyyy) | Sex

(31) Same as Driver ☐ | Address | City | State | Zip | Telephone (Use Area Code)

(32) Injury Severity / Type | OP Use | Air Bag | Ejected | Extricated | Transported by | To Medical Facility | Property Type

(33) Unit | Injured ☐ Witness ☐ | Passenger ☐ Prop. Owner ☐ | Pos in Veh. | Last Name | First | Middle | Suffix | DOB(mm/dd/yyyy) | Sex

(34) Same as Driver ☐ | Address | City | State | Zip | Telephone (Use Area Code)

(35) Injury Severity / Type | OP Use | Air Bag | Ejected | Extricated | Transported by | To Medical Facility | Property Type

Complete information below if this vehicle is being used for COMMERCE/BUSINESS and has a GVWR/GCWR IN EXCESS OF 10,000 LBS., or has a HAZMAT PLACARD, or is a BUS WITH SEATING FOR NINE OR MORE INCLUDING THE DRIVER

(36) Unit | Carrier Name | Address

(37) City | State | Zip | GVWR ☐ GCWR ☐ | 0 - 10K lbs. ☐ 10,001 - 26K lbs. ☐ 26K+ lbs. ☐ | Axle Qty. | Cargo Body | Vehicle Use: Interstate Commerce ☐ Intrastate Commerce ☐ Other Non-Commercial ☐ Government ☐

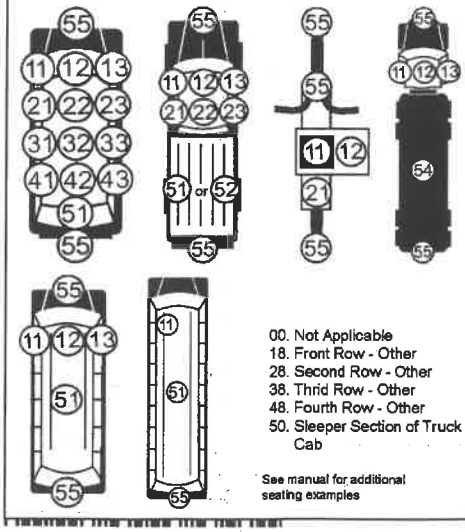
(38) U.S. DOT Number | NASI Report Number OK | Placard Number | Haz. Mat. Class | Haz. Mat. Involved Yes ☐ No ☐ | Haz. Mat. Release Yes ☐ No ☐

(39) Unit | Carrier Name | Address

(40) City | State | Zip | GVWR ☐ GCWR ☐ | 0 - 10K lbs. ☐ 10,001 - 26K lbs. ☐ 26K+ lbs. ☐ | Axle Qty. | Cargo Body | Vehicle Use: Interstate Commerce ☐ Intrastate Commerce ☐ Other Non-Commercial ☐ Government ☐

(41) U.S. DOT Number | NASI Report Number OK | Placard Number | Haz. Mat. Class | Haz. Mat. Involved Yes ☐ No ☐ | Haz. Mat. Release Yes ☐ No ☐

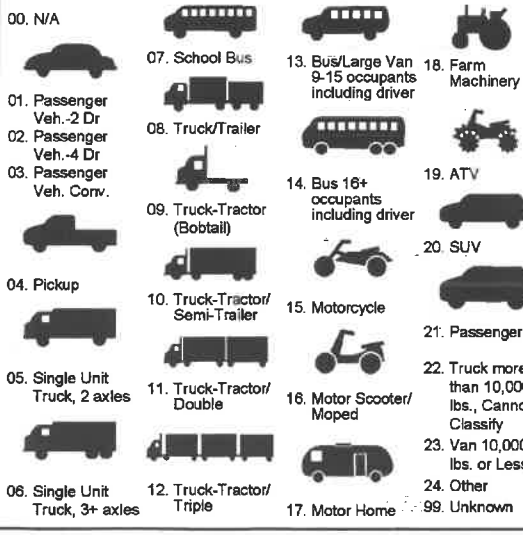
Position in Vehicle



00. Not Applicable
18. Front Row - Other
28. Second Row - Other
38. Thrid Row - Other
48. Fourth Row - Other
50. Sleeper Section of Truck Cab

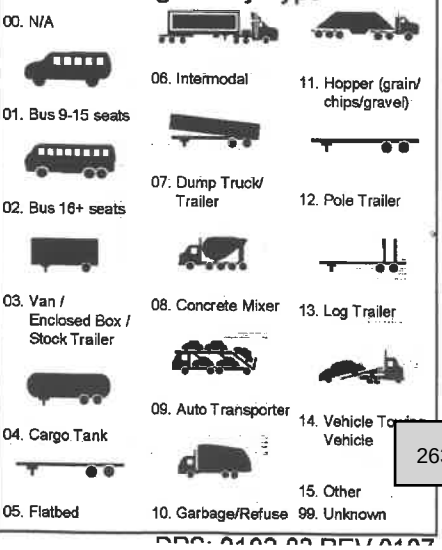
See manual for additional seating examples

Vehicle Configuration



00. N/A
01. Passenger Veh.-2 Dr
02. Passenger Veh.-4 Dr
03. Passenger Veh. Conv.
04. Pickup
05. Single Unit Truck, 2 axles
06. Single Unit Truck, 3+ axles
07. School Bus
08. Truck/Trailer
09. Truck-Tractor (Bobtail)
10. Truck-Tractor/ Semi-Trailer
11. Truck-Tractor/ Double
12. Truck-Tractor/ Triple
13. Bus/Large Van 9-15 occupants including driver
14. Bus 16+ occupants including driver
15. Motorcycle
16. Motor Scooter/ Moped
17. Motor Home
18. Farm Machinery
19. ATV
20. SUV
21. Passenger Van
22. Truck more than 10,000 lbs., Cannot Classify
23. Van 10,000 lbs. or Less
24. Other
99. Unknown

Cargo Body Type



00. N/A
01. Bus 9-15 seats
02. Bus 16+ seats
03. Van / Enclosed Box / Stock Trailer
04. Cargo Tank
05. Flatbed
06. Intermodal
07. Dump Truck/ Trailer
08. Concrete Mixer
09. Auto Transporter
10. Garbage/Refuse
11. Hopper (grain/ chips/gravel)
12. Pole Trailer
13. Log Trailer
14. Vehicle Towing Vehicle
15. Other
99. Unknown

Case Number 2025-00013676

OFFICIAL OKLAHOMA TRAFFIC COLLISION REPORT

	Unit	Total Lanes in Roadway	Legal Speed	Pedestrian / Pedalcyclist Only: Actions Prior to Collision	Location at Time of Collision	Safety Equip.	Unit Number of Vehicle Striking
This unit will correspond to 'Unit 1'	01	02	25				
This unit will correspond to 'Unit 2'	02	02	25				

Was the collision in or near a construction, maintenance or utility work zone? (If yes, complete this section) Yes ☐ No ☒

Type of Work Zone
1 Lane Closure
2 Lane Shift/Crossover
3 Work on Shoulder or Median
4 Intermittent or Moving Work
9 Unknown

Location of the Work Zone Collision
1 Before the First Work Zone Warning Sign
2 Advance Warning Area
3 Transition Area
4 Activity Area
5 Termination Area
9 Unknown

Workers Present Yes ☐ No ☐ Unknown ☐

Light 1
1 Daylight
2 Dark-Not Lighted
3 Dark-Lighted
4 Dawn
5 Dusk
6 Dark-Unknown Lighting
7 Other
9 Unknown

Weather 01
01 Clear
02 Fog/Smog/Smoke
03 Cloudy
04 Rain
05 Snow
06 Sleet/Hail (Freezing Rain/Drizzle)
07 Severe Crosswind
08 Blowing Snow
09 Blowing Sand, Soil, Dirt
10 Other
99 Unknown

Locality 1
1 Residential
2 Business
3 Industrial
4 School
5 Not Built-up
6 Mixed Use
7 Other
9 Unknown

Type of Intersection 4
0 Not an Intersection
2 Y-Intersection
3 T-Intersection
4 Four-Way Intersection
5 Five-Point or More
6 Intersection as Part of Interchange
7 Traffic Circle
8 Roundabout
9 Unknown

Incident Type 00
00 Not an Incident
51 Private Property
52 Deliberate Intent
53 Medical Condition
54 Legal Intervention
55 Suicide
57 Drowning
58 Other

Location of First Harmful Event 01
01 On Roadway
02 Shoulder
03 Median
04 Roadside
05 Gore
06 Separator
07 Parking Lane/Zone
08 Off Roadway, Location Unknown
09 Outside Right-of Way
10 Other
99 Unknown

What Vehicle Was Going to Do Unit 1: 01 Unit 2: 01
00 Not Applicable
01 Go Ahead
02 Turn Left
03 Turn Right
04 Make "U" Turn
05 Stop
06 Slow for Cause
07 Start from Park/Stop
08 Change Lanes
09 Overtake
10 Pass
11 Back
12 Remain Stopped
13 Remain Parked
14 Enter/Merge in Traffic
15 Negotiate a Curve
16 Park
17 Other
99 Unknown

What Vehicle Did Unit 1: 01 Unit 2: 01
00 Not Applicable
01 Went Ahead
02 Turned Left
03 Turned Right
04 Entered "U" Turn
05 Stopped
06 Slowed
07 Started From Park/Stop
08 Entered Other Lane
09 Overtaking
10 Passing
11 Backed
12 Remained Stopped
13 Remained Parked
14 Entered/Merged
15 Departed Rdwy-Right
16 Departed Rdwy-Left
17 Swerved Right
18 Swerved Left
19 Parked
20 Other
99 Unknown

Visibility Obscured by Unit 1: 15 Unit 2: 15
00 Not Applicable
01 Trees
02 Embankment
03 Building
04 Signs
05 Parked Vehicles
06 High Weeds
07 Fences
08 Shrubbery
09 Ice, Snow or Frost on Windows
10 Smoke
11 Fog
12 Dust
13 Rain
14 Sun
15 Other
99 Unknown

Driver Distracted by Unit 1: 1 Unit 2: 1
0 Not Applicable/None
1 Electronic Communication Devices
2 Other Electronic Device
3 Other Inside Vehicle
4 Other Outside Vehicle
9 Unknown

Underride/ Override Unit 1: Unit 2:
0 Not Applicable
1 No Underride or Override
2 Underride, Compartment Intrusion
3 Underride, No Compartment Intrusion
4 Underride, Compartment Intrusion Unknown
5 Override, Motor Vehicle in Transport
6 Override, Other Motor Vehicle
9 Unknown

Traffic Control Unit 1: 01 Unit 2: 00
00 No Control
01 Stop Sign
02 Traffic Signal
03 Flashing Traffic Signal
04 School Zone Signs
05 Yield Sign
06 Warning Sign
07 Railroad Advance Warning Sign
08 Railroad Cross Bucks
09 Railroad Gates
10 Railroad Signal
11 No Passing Zone
12 Person (including flagger, law enforcement, crossing guard, etc.)
13 Abnormal Control
14 Other
99 Unknown

Road Surface Conditions Unit 1: 01 Unit 2: 01
01 Dry
02 Wet
03 Ice/Frost
04 Snow
05 Mud, Dirt, Gravel
06 Slush
07 Water (standing, moving)
08 Sand
09 Oil
10 Other
99 Unknown

Road Character

Grade Unit 1: 1 Unit 2: 1
1 Level
2 Hillcrest
3 Uphill
4 Downhill
5 Sag (bottom)

Road Alignment Unit 1: 1 Unit 2: 1
1 Straight
2 Curve - Left
3 Curve - Right

Road Surface Type Unit 1: 2 Unit 2: 2
1 Concrete
2 Asphalt
3 Gravel
4 Dirt
5 Brick
6 Other
9 Unknown

Trafficway Unit 1: 2 Unit 2: 2
0 Not Applicable
1 One Way
2 Two-Way - Not Divided
3 Two-Way - Divided
4 Two-Way - Divided - Positive Median Barrier
5 Turn Lane
6 Ramp / Loop
7 Driveway
8 Alley / Parking Lot
9 Unknown

Vehicle Removal Unit 1: 4 Unit 2: 4
0 Not Applicable
1 Towed Due to Vehicle Damage
2 Towed For Reasons Other Than Damage
3 Remained at Scene
4 Driven from Scene
9 Unknown

Vehicle Condition Unit 1: 01 Unit 2: 01
00 Not Applicable
01 Apparently Normal
02 Brakes
03 Headlights
04 Steering
05 Tail Lights
06 Brake Lights
07 Tires/Wheels
08 Suspension
09 Signal lights
10 Windows
11 Truck Coupling/Trailer Hitch/Safety Chains
12 Mirrors 15 Other
13 Wipers 99 Unknown
14 Power Train

Special Function of Vehicle Unit 1: 00 Unit 2: 00
00 Not Applicable
01 School Bus
02 Transit Bus
03 Intercity Bus
04 Charter Bus
05 Other Bus
06 Military
07 OHP
08 Other Police
09 Other Law Enforcement
10 Ambulance
11 Fire Truck
12 Public Owned Vehicle
13 Highway Equipment
14 Special Mobilized Machine
15 Other 99 Unknown

Emergency Vehicle Responding to an Emergency Unit 1: 0 Unit 2: 0
0 N/A 2 No
1 Yes 9 Unknown

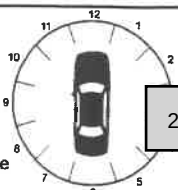
Unsafe / Unlawful Contributing Factors Unit 1: 01 Unit 2: 98

FAILED TO YIELD
01 From Stop Sign
02 From Yield Sign
03 Private Drive
04 County Road at Through Highway
05 From Signal Light
06 From Alley
07 To Pedestrian
08 To Vehicle on Right
09 To Vehicle in Intersection
10 To Emergency Vehicles
12 Other
FOLLOWED TOO CLOSELY
13 Human Element
14 Traffic Condition
15 Weather Condition
UNSAFE SPEED
16 Driver's Ability (Aged)
17 Inexperienced Driver - Young
18 Exceeding Legal Limit
19 For Traffic Conditions
20 For Type of Roadway (Gravel, Dirt, etc.)
21 For Ice or Snow on Roadway
22 Rain or Wet Roadway
23 Wind
24 Other Weather Conditions
25 Vehicle Condition
26 View Obstruction
27 On Curve/Turn
28 Impeding Traffic
29 Other
IMPROPER TURN
30 From Wrong Lane
31 From Direct Course
32 Right
33 Left
34 Turn About/U-Turn
35 To Enter Private Drive
36 In Front of Oncoming Traffic
37 Other
38 CHANGED LANES UNSAFELY
39 STOPPED IN TRAFFIC LANE
FAILED TO STOP
40 For Stop Sign
41 For Traffic Signal
42 For School Bus
43 For Railroad Gates/ Signal
44 For Officer/Flagman
45 At Sidewalk/Stopline
46 Other
UNSAFE VEHICLE
47 Brakes
48 Steering
49 Tires
50 Suspension
51 Headlights
52 Tail Lights
53 Stop Lights
54 Wheel
55 Exhaust System
56 Windshield Wipers
57 Other Mechanical Defects
LEFT OF CENTER
58 In Meeting
59 No Passing Zone (Unmarked)
60 Marked Zone
61 Other
IMPROPER OVERTAKING
62 In Marked Zone
63 On Hill/Curve
64 At Intersection
65 Without Sufficient Clearance
66 Other
IMPROPER PARKING
67 On Roadway
68 Where Prohibited
69 Other
INATTENTION
70 Distracted by Passenger in Vehicle
71 Other Distraction Inside Vehicle
72 Distraction From Outside Vehicle
73 Other
WRONG WAY
74 On One Way
75 On Exit Ramp
76 On Entrance Ramp
77 Other
IMPROPER START FROM
78 Parked Position
79 Other
80 ALCOHOL-DUI/DWI
81 DRUG-DUI
OTHER IMPROPER ACT/ MOVEMENT
82 Failed to Signal
83 Disregarded Warning Signal
84 Improper Use of Lane
85 Improper Backing
86 Apparently Sleepy
87 Failed to Secure Load
88 Other/Unknown
UNKN./NO IMPROPER ACT
89 Deer in Roadway
90 Animal in Roadway
91 Domestic Animal in Rdwy
92 Avoiding Other Vehicle
93 Avoiding Pedestrian
94 Object/Debris in Roadway
95 Defect in Roadway
96 Abnormal Traffic Control
97 Improper Bicyclist Action
98 NO IMPROPER ACTION BY DRIVER
99 PEDESTRIAN ACTION

Point of First Contact on Vehicle Unit 1: 04 Unit 2: 11

Most Damaged Area Unit 1: 04 Unit 2: 11

00 Not Applicable 14 Undercarriage
13 Top 99 Unknown

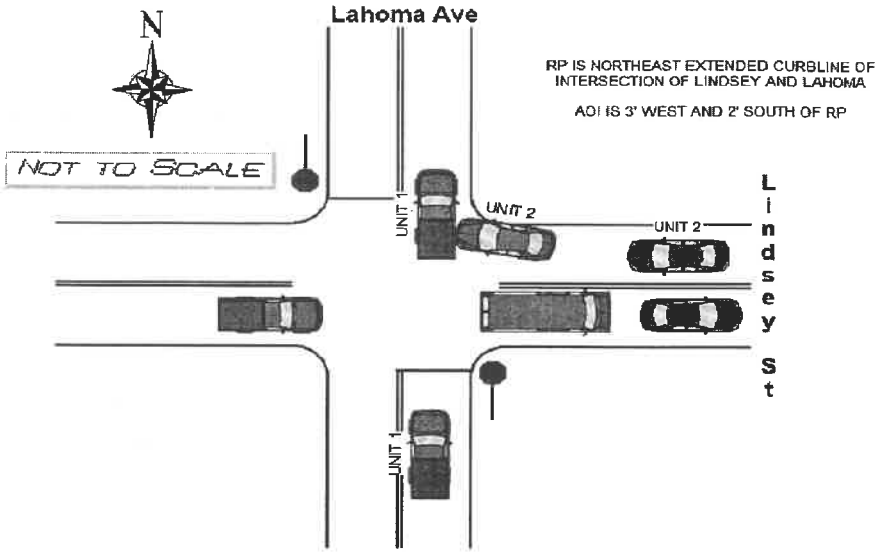


Case Number 2025-00013676

Latitude | Longitude | Railroad Crossing Number | Roadway Orientation | Pg 4 of 4

N W

Unit Number 01 NE SW N | Unit Number 02 NE SW W



COLLISION EVENTS

Unit	First Event	Second Event	Third Event	Fourth Event	Most Harmful Event	First Harmful Event for the Entire Collision
01	34	00	00	00	34	34
02	34	00	00	00	34	

00 Not Applicable
10 Overturn/Rollover
11 Fire/Explosion
12 Immersion
13 Jackknife
14 Cargo/Equipment Loss or Shift
15 Equipment Failure (Blown Tire, Brake Failure, etc.)
16 Separation of Units
17 Departed Road Right
18 Departed Road Left
19 Cross Median/Centerline
20 Downhill Runaway
21 Fell/Jumped From Motor Vehicle
22 Thrown Or Falling Object
23 Other Non-Collision

PERSON, MOTOR VEHICLE, OR NON-FIXED OBJECT:

30 Pedestrian
31 Pedal Cycle
32 Railway Vehicle (train, engine)
33 Animal
34 Motor Vehicle in Transport
35 Parked Motor Vehicle
36 Struck by Falling, Shifting Cargo or Anything Set in Motion by Motor Vehicle
37 Work Zone/Maintenance Equipment
38 Other Non-Fixed Object

FIXED OBJECT:

40 Barrier (Cable)
41 Barrier (Concrete)
42 Barrier (Other)
43 Fence Pole
44 Fence
45 Traffic Signal Support
46 Traffic Sign Support
47 Utility Pole/Light Support
48 Other Post/Pole/Support
49 Guardrail/Guardrail Face
50 Guardrail End
51 Culvert
52 Curb
53 Island
54 Sand Barrels
55 Impact Attenuator/ Crash Cushion
56 Pavement Drop-Off
57 Ditch
58 Embankment
59 Tree (Standing)
60 Dividing Strip
61 Retaining Wall
62 Bridge Abutment
63 Bridge Pier or Support
64 Bridge Rail
65 Bridge Post
66 Bridge Curb
67 Bridge Super Structure (Beams)
68 Bridge Overhead Structure
69 Delineator
70 Mailbox
71 Other Fixed Object
72 Other Highway Structure
73 Ground
99 Unknown

Remarks

UNIT 1 WAS NORTHBOUND ON LAHOMA. UNIT 2 WAS WESTBOUND ON LINDSEY. UNIT 1 STATED THAT THERE WAS A GAP IN THE CARS AND HE STARTED TO GO THROUGH THE INTERSECTION. UNIT 1 ENTERED THE INTERSECTION AS UNIT 2 ARRIVED AT THE INTERSECTION. THE FRONT LEFT OF UNIT 2 IMPACTED THE RIGHT REAR TIRE OF UNIT 1.

This report is based on the officer's investigation of this collision. This report may contain the opinion of the officer.

DPS: 0192-04 REV 0107

File Attachments for Item:

19. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF SUBMISSION OF THE CERTIFIED LOCAL GOVERNMENTS (CLG) PROGRAM 2026-2027 APPLICATION FOR FUNDING IN THE AMOUNT OF $8,875 TO BE SUBMITTED TO THE OKLAHOMA STATE HISTORIC PRESERVATION OFFICE.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 4/14/26

REQUESTER: Anaïs Starr, Historic Preservation Officer

PRESENTER: Jane Hudson, Planning and Community Development Director

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF SUBMISSION OF THE CERTIFIED LOCAL GOVERNMENTS (CLG) PROGRAM 2026-2027 APPLICATION FOR FUNDING IN THE AMOUNT OF $8,875 TO BE SUBMITTED TO THE OKLAHOMA STATE HISTORIC PRESERVATION OFFICE.

BACKGROUND:

On April 14, 1998, City Council approved Contract K-9798-108 with the State Historic Preservation Office (SHPO), making Norman a member city in the Certified Local Governments (CLG) Program. The CLG Program is part of the U.S. Department of the Interior's national program for the development and support of local historic preservation programs. Since its initial participation in 1999, the City of Norman has received an allocation of CLG grant funds. In the 27 years of participation in the CLG program, the City has received over $250,000 in funding.

Designation as a CLG city recognizes Norman's historic preservation efforts and entitles the City to apply for a portion of the education/outreach funding set aside by the SHPO annually. Funding is intended for historic research, public education, and outreach programs. Over the past 27 years, Norman's CLG funding has created historic preservation educational materials, conducted historic architectural surveys, hosted free historic home repair workshops, and provided training for staff and the Commission.

In March, SHPO notified the City of Norman that it was eligible to apply for $18,750 in CLG funding for the 2026-2027 program year. City staff determined that for the year 2026-2027, a basic CLG grant application to cover membership renewals, conference attendance, software maintenance fees, routine printing and postage charges, and two historic Lunch and Learn Programs should be proposed. The Historic District Commission recommended approval of the projects and budget at the April 6, 2026, Commission meeting. The CLG grant application covers routine preservation activities in the amount of $8,875 for the projects outlined in the CLG 2026-2027 Projects and Budget section of this memo.

DISCUSSION:

The attached CLG application contains proposed preservation projects for the FY 26-27 Program for consideration by the City Council and the State Historic Preservation Office.

The CLG Program requires a 60/40 in-kind match. To receive $8,875 in CLG grant funds, the City must document a minimum of $5,917 in matching funds or in-kind contributions of staff time. Typically, matching funds are primarily derived from in-kind contributions of staff time and the annual $2,644 (account 10440380-44003) contribution from the City of Norman General Fund.

CLG 2026-2027 PROJECTS AND BUDGET:

PROJECT 1: Educational Training - $3,000

SHPO strongly encourages training for staff and commissioners of all CLG participant cities through attendance at an annual preservation/planning conference. Usually, staff and commission attend a national or regional one- to three-day conference. Staff is anticipating in-person conference attendance in 2026-2027. A total budget of $3,000 includes registration fees and, if needed, travel expenses and lodging.

PROJECT 2: Memberships Dues for NAPC - $200

Membership dues for Historic District Commissioners and staff to the National Alliance of Preservation Commissions. Total budget of $200 would provide membership for Commissioners and staff.

PROJECT 3: Maintenance of Historic Tour Mobile App - $1,725

This project covers the maintenance fee associated with the Historic Norman Mobile Tour currently available through the STQRY app. The Historic Norman Mobile Tour comprises structures listed on the National Register of Historic Places in downtown Norman and the OU Campus area. A second mobile tour, comprised of the Southridge Historic Addition, was made available in July 2025. An annual maintenance fee is required to continue hosting both historic mobile tours on the STQRY app. A total budget of $1,725 is proposed for this project.

PROJECT 4: Lunch and Learn Historic Exterior Materials Programs - $1,950

This project will offer two Lunch and Learn Historic Exterior Material Programs for residents and Historic Commissioners. The two-hour presentations will provide historic exterior materials repair information, including proper maintenance practices, and an overview of do-it-yourself repair versus professional repairs. Each two-hour Lunch and Learn program is anticipated to cost $875 for a consulting contractor to develop the curriculum and present. A budget of $1,750 is proposed for the development of two Lunch and Learn Programs. An additional $200 is allocated for this project for any software or hardware needs for the Lunch and Learn Programs. A total budget of $1,950 is proposed for this project.

PROJECT 5: Biannual Education Postcard - $2,000

Educational postcards will be mailed biannually to each property owner in the three designated Historic Districts. The postcards will remind property owners that they live in a historic district, which requires that exterior modifications and repairs adhere to Preservation Guidelines. This will also provide an opportunity to pass along any current information that impacts the Historic Districts, such as available workshops. QR codes and website links to the Historic

Preservation webpage will be included on the postcards along with staff contact information. A total budget of $2,000 would cover the cost of designing, mailing, and printing for this project.

TOTAL BUDGET OF CLG FUNDS - $8,875

RECOMMENDATION:

The Historic District Commission reviewed and approved the proposed projects for the CLG 2026-2027 Grant Application for Funding. Staff reviewed the proposed CLG 2026-2027 Grant Application for Funding and recommends authorizing the submission of the Certified Local Government Program application to the State Historic Preservation Office in the amount of $8,875. Upon notification of funding award, staff will forward any associated contract documents to the City Council for approval, including a request to appropriate the approved contract amount. CLG funds are anticipated to be available on September 1, 2026.

CERTIFIED LOCAL GOVERNMENTS (CLG) APPLICATION

SECTION I: IDENTIFICATION

CLG (City): City of Norman FEI Number: 73-6005353

CLG Contact: Anais Starr Title: Planner II

Address: 225 N Webster Ave, Norman OK 73069

Phone: 405-366-5392 Email: anais.starr@normanok.gov

Population Based on Most Current Census: 128,026 Census Year: 2020

US Congressional District: 4

State House District: 44,45,46&53 State Senate District: 15,16,17

Was the public involved in the development of this application? Yes X No _____
In what way?

Discussion of potential CLG projects was held a the regularly scheduled Historic District Commission meeting on March 2, 2026.Discussion & recommendation to the City Council for the submission of the 2026-2027 CLG Application was held at the regularly scheduled April 6, 2026 HDC meeting..

CLG (City) Representative: To the best of my knowledge, all information included in this application is true and accurate. I am duly authorized to sign this document on behalf of the City, and the City will comply with the attached assurances if the requested assistance is provided.

_____ _____
Authorized CLG Representative Signature Date

_____
Printed Name Title

Local Preservation Commission Chairman: I hereby certify that the local historic preservation commission established by city ordinance has participated in the development of this application and considers the activities described herein to be important to the continued development of our local preservation program.

_____ _____
Chairman, Local Preservation Commission, Signature Date

_____
Printed Name Title

SECTION II: PROJECT WORK TO BE COMPLETED

A. National Register of Historic Places (NRHP)

1. Does the CLG plan to prepare NRHP nomination(s)? Yes _____ No __X_____

   _____ Individual How Many? _____

   _____ District How Many? _____

2. Name and address of individual nomination(s) and/or name and boundary of district nomination(s).

   _____
   _____
   _____
   _____
   _____
   _____

3. SHPO staff has determined the property or district eligible for the NRHP _____

4. Who will conduct the work? _____Consultant _____In-house Staff

B. Survey

1. Does the CLG plan to prepare a survey(s)? Yes _____ No __X_____

   Type: _____Architectural _____Thematic _____Archeological

   Level: _____Intensive _____Reconnaissance (archeological only)

2. What is the name of the area being surveyed?

   _____
   _____

3. Boundary of survey area. Include map.

   _____
   _____
   _____

4. What is the estimated number of sites to be documented? _____

5. How many acres are included within the boundaries of the survey area? _____

6. Who will conduct the work? _____Consultant _____In-house Staff

C. Preservation Planning

1. Does the CLG plan to prepare or update any of the following: Yes _____ No X

_____ Preservation Plan _____ Design Guidelines

_____ Historic Context (outside of a survey)

_____ Other (describe) _____

2. Will this work be new or an update? _____ New _____ Update

3. If preparing a historic context, list topic(s).

_____

_____

4. Who will conduct the work? _____ Consultant _____ In-house Staff

D. Publications and Digital Media

1. Does the CLG plan to develop publications or digital media? Yes X No _____

_____ HP Website _____ Cell Phone Tour

_____ Activity/Youth Book _____ Brochure/Map (map must be in addition to digital)

_____ Door Hangers/Yard Signs _____ Pamphlets

_____ DVD/CD X Reprints of Existing Publications

X Maintenance of Digital Media (website, cell phone app, etc.)

X Other (describe) Biannual postcard informing Historic District property owners that their property is located in a District

2. Provide the proposed title(s) of publication(s) and a summary of the subject matter.

_____

_____

_____

3. Who will conduct the work? _____ Consultant _____ In-house Staff

E. Educational Programs

1. Does the CLG plan to present workshop(s) or other educational events?

   Yes _____ No _____

   _____ Workshop Type? _____

   _____ Workshop Type? _____

   _X_ Event Description? Two Historic Lunch and Learn Programs to be presented by a historic restoration professional for Commissioners and community at large.

2. Who will conduct the work? _____ Consultant _____ In-house Staff

F. Training, Memberships, Supplies, and Other

1. CLG plans to send staff or commission members for training. _X_
   Pre-approved training opportunities include PastForward, NAPC Forum, National Preservation Institute trainings, and NPS/CLG-sponsored trainings. All other trainings must receive prior approval from SHPO staff via email.

2. CLG plans to pay for updates of memberships as approved by the SHPO. _X_
   Pre-approved memberships include National Alliance of Preservation Commissions, National Trust for Historic Preservation, and Preservation Oklahoma, Inc. All other memberships must receive prior approval from SHPO staff via email.

3. CLG plans to pay for supplies as needed by the HP staff. _X_

4. CLG plans to complete a different type of project, described below. _X_
   Plan to have two Historic Lunch and Learn programs on exterior materials.

SECTION III: PROJECT BUDGET

Total CLG Funds Requested	$ 8,875	60%
Total Nonfederal Match	$ 5,917	40%
Total Project Cost	$ 14,591	100%

REMINDER: In most cases, a 60/40 match is required. This means the federal share will be 60% of the total project costs and the nonfederal matching share will be 40% of the total project costs. An easy way to calculate the required 40% is to take the allocated amount, multiply by 40 and divide by 60 ($4,500 x 40 / 60 = $3,000; Total project cost is $7,500).

All three budget sections must be completed: Budget Summary, Itemized Budget, and Matching Share Disclosure Form. Failure to complete any of the three sections will be considered an incomplete application.

BUDGET SUMMARY			
CATEGORY	**FEDERAL FUNDING**	**NONFEDERAL MATCH**	**TOTAL**
Personnel	0	3,273	3,273
Consultant	1,750		1,750
Printing	1,000		1,000
Postage	1,000		1,000
Supplies	200		200
Travel/Training	3,000		3,000
Other *	200		200
*	1,725		1,725
*		2,644	2,644
Total	8,875	5,917	14,591

* Specify what is being included in the “Other” category or additional categories:

*Membership Dues of $200 for the NAPC for Commissioners and Staff. Annual Tour App Maintenance Fee of $1,725.
*Hardware/Software needs for educational program for Lunch and Learn Programs.
$2,644 from City of Norman General Fund is provided as match it will be utilized for expenses not covered by CLG grant funds.

Note: If you are applying an indirect cost rate, please contact the SHPO for more details.

ITEMIZED BUDGET

Provide a detailed cost breakdown of each category in the budget summary. All personnel involved must be listed with name, staff position, and hourly rate of pay.

Personnel:
Non-federal Match - $5,916.00
Anais Starr, Historic Preservation Officer – $2,454.75/.80hrs X 52 wks at $59.15/hr.
Bailey LaChance, Administrative Technician IV – $818.25/.63 hrs X 52 wks at $24.84/hr.
Other: Non-Federal Match - $2,644, City of Norman General Fund
Fringe: $0
Supplies: $0

Equipment:
Travel/Training:
Attendance/Participation at a Planning/Preservation Conferences for Staff/Commissioners
CLG Funding-$3,000
Non-federal match - $0
Contractual:
Historic Lunch and Learn Program (2 proposed) - $1,725
Walking Tour App Maintenance Fee
CLG Funding-$1,725
Non-federal match - $0
Supplies:
Training – Software/Hardware Supplies
CLG Funding-$200
Non-federal match - $0
Printing:
Biannual Postcard Project
CLG Funding- $1,000
Non-federal match - $0
Postage:
Biannual Postcard Project
CLG Funding- $1,000
Non-federal match - $0
Other:
NAPC Membership Renewal
CLG Funding- $200

MATCHING SHARE DISCLOSURE FORM

Provide a complete disclosure of the matching share on the form below; there are multiple sections, but only one may be necessary. If personnel costs are included as matching share, include staff position and hourly rate of pay for each person.

Donor = agency or organization providing the matching share
Source = where the match was obtained; may be "same as donor"
Kind = what type of match is being used – cash or donated services
Amount = dollar value of the contribution

Examples:

Donor: City of SHPO
Source: Personnel
Kind: In-kind
Amount: $3,500
Staff Position: Admin. Asst.
Hourly Rate: $12.50/hr.

Donor: City of SHPO
Source: General Fund
Kind: Cash
Amount: $2,000
Staff Position: N/A
Hourly Rate: N/A

Donor:	City of Norman
Source:	Personnel Hours
Kind:	In-Kind
Amount:	$2,454.75
Staff Position:	Planner II/Historic Preservation Officer
Hourly Rate:	$59.15

Donor:	City of Norman
Source:	Personnel Hours
Kind:	In-Kind
Amount:	$818.25
Staff Position:	Administrative Tech IV
Hourly Rate:	$24.84

Donor:	City of Norman
Source:	General Fund
Kind:	Cash
Amount:	$2,644.00
Staff Position:	
Hourly Rate:	

Donor:	
Source:	
Kind:	
Amount:	
Staff Position:	
Hourly Rate:	

Donor:	
Source:	
Kind:	
Amount:	
Staff Position:	
Hourly Rate:	

Donor:	
Source:	
Kind:	
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Donor:	
Source:	
Kind:	
Amount:	
Staff Position:	
Hourly Rate:	

Donor:	
Source:	
Kind:	
Amount:	
Staff Position:	
Hourly Rate:	

PROJECT SCHEDULE

List by project; see examples. It is not necessary to includes dates of purchases of supplies or renewals of memberships. Project schedule dates may be adjusted in consultation with the applicant in the final contract to accommodate for staff review times.

Preferred Contract Start Date: Sept. 1,2026 ending Aug. 2027

(Examples: July 1, ending June 30; September 1, ending August 31; September 30, ending September 29)

Examples:

Survey - begin August 2023, send draft to SHPO by February of 2024, send second draft to SHPO by March 2024, send final to SHPO by May 2024

Kids Activity Book - begin October 2023, send first draft to SHPO by January 2024, send final draft to SHPO by March 2024, publish with SHPO approval in May 2024

Workshop – coordinate date with presenter November 2023, provide SHPO with topic and dates and reserve space in December 2023, present workshop in late summer 2024

Historic Lunch and Learn Program Fall - Coordinate dates with presenter September 2026, provide SHPO with topic outline and reserve room by September 2026, present Historic Lunch and Learn in October of 2026.

Biannual Postcards - In September/October 2026, prepare and mail first postcard general information about the Historic Districts, include information on the upcoming Historic Lunch and Learn Program. Prepare and mail second postcard in March/April 2027 with general Historic District information and information on the Historic Lunch and Learn Program available in Spring of 2027.

Conference Attendance - Historic Preservation Officer attends Planning Conference in-person with the conference to be determined.

NAPC Membership - Renew March 2027.

Mobile Tour App Maintenance Fee - Renew December 2026.

Historic Lunch and Learn Program Spring - Coordinate dates with presenter December 2026, provide SHPO with topic outline and reserve room by January 2027, present Historic Lunch and Learn Program in either March or April of 2027.

OKLAHOMA
Office of Management & Enterprise Services

CERTIFICATION FOR COMPETITIVE BID AND/OR CONTRACT (NON-COLLUSION CERTIFICATION)

Note: A certification shall be included with any competitive bid and/or contract exceeding $25,000.00 submitted to the state for goods or services.

GENERAL INFORMATION	
Agency name Oklahoma Historical Society	Agency # 350
Supplier or bidder legal name City of Norman	Solicitation # or purchase order #

Section 1 74 O.S. § 85.22

A. For purposes of any competitive bid or contract executed by the state for an acquisition in excess of the fair and reasonable acquisition threshold amount, I certify:

1. I am the duly authorized agent of the above-named supplier or bidder for the purpose of certifying the facts pertaining to the existence of collusion among and between bidders and suppliers and state officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in connection with the prospective acquisition.
2. I am fully aware of the facts and circumstances surrounding the acquisition or making of the bid to which this statement relates and have been personally and directly involved in the events leading to the acquisition or submission of such bid.
3. Neither the business entity that I represent in this certification nor anyone subject to the business entity's direction or control has been a party to:
   - **a.** Any collusion among bidders or suppliers in restraint of freedom of competition by agreement to bid or contract at a fixed price or to refrain from bidding or contracting.
   - **b.** Any collusion with any state official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract.
   - **c.** Any discussions between bidders or suppliers and any state official concerning exchange of money or other thing of value for special consideration in connection with the prospective contract.

B. I certify, if awarded the contract, whether competitively bid or not, neither the business entity I represent nor anyone subject to the business entity's direction or control has paid, given or donated or agreed to pay, give or donate to any officer or employee of this state any money or other thing of value, either directly or indirectly, in procuring the contract to which this statement relates.

Section 2 74 O.S. § 85.42

For the purpose of a contract for services, the supplier also certifies that no person who has been involved in any manner in the development of this contract while employed by the State of Oklahoma shall be employed by the supplier to fulfill any of the services provided for under said contract.

Section 3 74 O.S. § 582

For the purpose of a contract for goods or services, the supplier also certifies it is not currently engaged in a boycott of goods or services from Israel that constitutes an integral part of business conducted or sought to be conducted with the state.

Section 4 74 O.S. § 12005

For the purpose of a contract for goods or services, the supplier also certifies it is not currently engaged in a boycott of energy companies and will not boycott energy companies during the term of the contract.

Section 5 DEBARMENT, SUSPENSION OR OTHER RESPONSIBILITY MATTERS

For the purpose of a contract for goods or services, the supplier certifies any debarment, suspension, indictments, convictions, civil judgments and terminated public contracts have been disclosed to the state purchasing director.

Section 6 74.O.S. § 85.5

For the purposes of a contract for the physical performance of services, the supplier also certifies it is in compliance with the provisions of Section 1313 of Title 25 of the Oklahoma Statutes requiring all suppliers to register and participate it the Status Verification System to verify the work eligibility status of all new employees.

SIGNATURE

By signing below, the undersigned duly authorized agent for the above-named bidder or supplier acknowledges this certification statement is executed for the purposes of one of the following:

- ☐ The competitive bid attached herewith and contract, if awarded to said supplier.
- ☐ The contract attached herewith, which was not competitively bid and awarded by the agency pursuant to applicable Oklahoma Statutes.

Supplier authorized signature	Certified this date	
Name	Email	
Title	Phone	Fax

Assurances—Non-Construction Programs

Item 19.

OMB Approval No. 0348-0040

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Please do not return your completed form to the Office of Management and Budget; send it to the address provided by the sponsoring agency .

Note: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case you will be notified.

As the duly authorized representative of the applicant I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.

2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.

3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.

5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§ 4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).

6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.O. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 36701 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.

8. Will comply, as applicable, with the provisions of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§ 276a and 276a-7), the Copeland Act (40 U.S.C. § 276c and 18 U.S.C. §§ 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327-333), regarding labor standards for federally assisted construction subagreements.

10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is $10,000 or more.

11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (e) evaluation of flood hazards in flood plains in accordance with EO 11988; (e) assurance of

project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clear Air Act of 1955, as amended (42 U.S.C. § 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).

12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.

13. Will assist the awarding agency in assuring compliance with Section 106 of the national Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.).

14. Will comply with P.L. 93-348 regarding the pr[illegible] human subjects involved in research, development, and related activities supported by this award of assistance.

15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.

16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.

17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984 or OMB Circular No. A-133, Audits of Institutions of Higher Learning and other Non-profit Institutions.

18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

Signature of Authorized Certifying Official	Title
Applicant Organization	Date Submitted

File Attachments for Item:

20. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT ONE TO CONTRACT K-2223-175: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, THE NORMAN MUNICIPAL AUTHORITY, THE NORMAN TAX INCREMENT FINANCE AUTHORITY, AND NORMAN REGIONAL HOSPITAL AUTHORITY FOR THE PURPOSE OF CLARIFYING THE OPERATION AND RESPECTIVE RESPONSIBILITIES OF THE TURF FIELD OUTDOOR LOCATED AT THE YOUNG FAMILY ATHLETIC CENTER. (WARD 8)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 04/14/2026

REQUESTER: AshLynn Wilkerson, Assistant City Attorney

PRESENTER: AshLynn Wilkerson, Assistant City Attorney

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AMENDMENT ONE TO CONTRACT K-2223-175: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, THE NORMAN MUNICIPAL AUTHORITY, THE NORMAN TAX INCREMENT FINANCE AUTHORITY, AND NORMAN REGIONAL HOSPITAL AUTHORITY FOR THE PURPOSE OF CLARIFYING THE OPERATION AND RESPECTIVE RESPONSIBILITIES OF THE TURF FIELD OUTDOOR LOCATED AT THE YOUNG FAMILY ATHLETIC CENTER. (WARD 8)

BACKGROUND:

The original Norman Forward sales tax package approved by voters in 2015 included a number of quality-of-life projects, including a multi-sport facility envisioned to accommodate indoor sports, including but not limited to basketball and volleyball, and an indoor aquatics facility. A total of $22.5 million in Norman Forward sales tax was allocated to these projects. After exploring several locations for these facilities, City Council approved an agreement in November 2019 to locate them in University North Park.

An ad hoc committee was appointed in June 2019 by the Council for the Indoor Aquatic/Multi-Sport projects, which worked closely with the project architect to develop plans for the facility. Like several other Norman Forward projects, the funding provided by the dedicated sales tax was insufficient to complete the facilities as envisioned by the Ad Hoc Committee.

Contract K-1920-82 and the 2019 Amended University North Park Tax Increment Finance District (TIF) Project Plan (adopted by Ordinance O-1920-24) called for the Indoor Aquatic/Multi-Sport projects (the “Recreation Facility”) to be located in University North Park and set forth the purchase price for up to 12 acres of land for the projects. It also allocated TIF funds for the purchase of the property and $2.7 million for supplemental construction funds for the Recreation Facility project. Contract K-1920-82 set out timelines for site identification, purchase, and construction based on the best information available at the time.

In the fall of 2019, City Staff were approached by Rayford Young, the father of National Basketball Association Atlanta Hawks player and Norman native Trae Young. Mr. Young expressed interest in partnering with the City to ensure the planned Multi-Sport facility would

achieve the original vision of serving as an appropriate venue for both local league play and competitive league play, as well as for tournaments. Trae Young grew up in Norman, playing in City leagues and later in more competitive leagues in the metro area. He and his family are committed to giving back to the community and to furthering youth sports in Norman. Council approved Contract K-1920-139, a Memorandum of Understanding that established a long-term relationship with the Trae Young Foundation ("Young") related to the Multi-Sport facility, including certain financial contributions over multiple years, totaling $4 million.

The Purchase and Sale Agreement for the future site of the Indoor Aquatic/Multi-Sport project was approved on December 1, 2020. (Contract K-2021-65). Approval of this Agreement enabled the City to move forward with the purchase of the property, platting, final design, and ultimately bidding and construction of the project.

During discussions about this facility, Norman Regional Health System ("NRHS") expressed interest in participating by funding and operating a Sports and Human Performance Center (the "Center") within the facility. NRHS has engaged architects who have been in communication with the City's architects on this project, including the design of the Center within the facility. On June 27, 2023, the City and NRHS entered into a lease agreement, Contract K-2223-175, that set forth construction funding obligations and lease terms for the space in the Young Family Athletic Center ("YFAC"), where NRHS now operates its Sports and Human Performance Center.

DISCUSSION:

This Amendment One is desired to clarify the operation and respective responsibilities of the parties regarding the Turf Field Outdoor Improvement. In Article 5.6 of the Agreement, the parties acknowledge and represent that NRHS paid for and installed the Turf Field Outdoor Improvement, and as such, the NRHS logo shall remain on the turf field throughout the Term of the Lease Agreement. Any change to the logos on the turf field shall be agreed upon by the parties prior to any such change.

NRHS shall have exclusive operational access and use of the turf field during the operational hours posted at the Center and shall have first priority to access the turf during the City's operational hours, for events and/or programs such as the Ortho Central Athletic Academy, and shall schedule any such use with the YFAC supervisor. Scheduling for single-use events shall be within five (5) business days from the intended date of use, and scheduling for recurring and/or regularly scheduled use shall be developed on a calendar within thirty (30) calendar days before such events are set to begin, with modifications as agreed to from time to time. At all other times, the City shall have sole use and operation of the turf field and may use the turf field during NRHS' operational hours if the parties agree, such agreement not to be unreasonably withheld, within five (5) business days from the intended date of use by the City. The parties agree to maintain the turf field used by it, its members, or patrons in a clean and orderly manner at all times during use.

Article 2 of the original Agreement covered the construction funding and lease payments. NRHS was responsible for the architectural and construction costs for its portion of the building.

Because it is 100% responsible for construction, a nominal rent is charged during the forty (40) year term of the agreement.

The original agreement regarding construction costs has been split into three payments, with the first two already remitted to the City. Due to the shared use and operation of the turf field, the City agrees to waive the final payment under the Construction Funding payment schedule in Section 2.1(d) of the Lease Agreement. The final payment is approximately $30,000. The turf field installation cost approximately $200,000.

The City agrees to be solely responsible for the maintenance of the turf field, including, but not limited to, any necessary replacement of the turf field. The City agrees to be responsible for its own negligent acts and omissions and those of its employees, agents, and invitees as provided by the Oklahoma Governmental Tort Claims Act, 51 O.S. § 151 et seq, during the times in which the City operates the turf field.

NRHS agrees to provide notice within five (5) business days to the City of any damage to the turf field and the need for repairs. NRHS agrees to be responsible for its own negligent acts and omissions, and those of its employees, agents, and invitees, during the times when NRHS operates the turf field.

The Lease Agreement shall be amended only as required to give these amendments full force and effect. All other terms of the Lease Agreement shall remain in full force and effect, and in the event of any conflict, the terms of the Lease Agreement shall prevail.

RECOMMENDATION:

Staff recommends approval of Amendment One to Contract K-2223-175.

AMENDMENT ONE to K-2223-175
Construction Funding and Lease Agreement

This Amendment One to the Construction Funding and Lease Agreement, contract K-2223-175, is entered into on the day of 2026, by and between the City of Norman, Oklahoma, a municipal corporation, the Norman Municipal Authority, a public trust having the City of Norman as its sole beneficiary, the Norman Tax Increment Finance Authority, a public trust having the City of Norman as its sole beneficiary, together referred to herein as the "City", and Norman Regional Hospital Authority, an Oklahoma Public Trust d/b/a Norman Regional Health System, hereinafter referred to as "NRHS".

WHEREAS, on June 27, 2023, the parties entered into a Construction Funding and Lease Agreement, contract K-2223-175, (the "Lease Agreement") for the construction and operation of the NRHS Sports and Human Performance Center (the "Center") located in the Young Family Athletic Center (the "YFAC"); and

WHEREAS, after execution of the Lease Agreement, NRHS installed an additional improvement, a turf field, to the outdoor area on the east side of the YFAC near the Center, which is located outside of the Leased Premises and on City property; and

WHEREAS, this Amendment One is desired to clarify the operation and respective responsibilities of the parties regarding the turf field outdoor improvement.

NOW, THEREFORE, in consideration of the recitals set forth above and the mutual covenants and agreements contained herein and for other good and valuable consideration, the receipt and sufficiency of which are acknowledged by each of the parties hereto, the parties hereto do hereby agree to amend the Lease Agreement by adding the following terms to Article 5:

5.6. Turf Field Outdoor Improvement.

(a) Acknowledgement of turf field improvement: The parties acknowledge and represent that NRHS was the entity to pay for and install the turf field outdoor improvement.

(b) Logos: Because NRHS installed the turf field, the NRHS logo shall remain on the turf field throughout the Term of the Lease Agreement. Any change to the logos on the turf field shall be agreed upon by the parties prior to any such change.

(c) Use and operation of turf field:

i. NRHS shall have exclusive operational access and use of the turf field during the operational hours posted at the Center and shall have first priority to access the turf during the City's operational hours, for events and/or programs such as the Ortho Central Athletic Academy, and shall schedule any such use with the YFAC supervisor. Scheduling for single use events shall be within five (5) business days from the

intended date of use and scheduling for recurring and/or regularly scheduled use shall be developed on a calendar within thirty (30) calendar days before such events are set to begin, with modifications as agreed to from time to time.

ii. At all other times, the City shall have sole use and operation of the turf field. The City may use the turf field during NRHS' operational hours if the parties agree, such agreement not to be unreasonably withheld, within five (5) business days from the intended date of use by the City.

iii. The parties agree to maintain the turf field used by it, its members, or patrons in a clean and orderly manner at all times during use.

(d) Waiver of Construction Funding: Due to the shared use and operation of the turf field, as described in section 5.6(c) above, the City agrees to waive the final payment under the Construction Funding payment schedule in Section 2.1(d) of the Lease Agreement.

(e) City Responsibilities:

i. The City agrees to be solely responsible for the maintenance, including but not limited to any needed replacement, of the turf field.

ii. The City agrees to be responsible for its own negligent acts and omissions and those of its employees, agents, and invitees as provided by the Oklahoma Governmental Tort Claims Act, 51 O.S. § 151 et seq, during the times in which the turf field is operated by the City.

(f) NRHS Responsibilities:

i. NRHS agrees to provide notice within five (5) business days to the City of any damages to the turf field and need for repairs.

ii. NRHS agrees to be responsible for its own negligent acts and omissions and those of its employees, agents, and invitees during the times in which the turf field is operated by NRHS.

The Lease Agreement shall only be amended as required to give full force and effect to these amendments. All other terms of the Lease Agreement shall remain in full force and effect and if there should be any conflict, the terms of the Lease Agreement shall prevail.

[Remainder of Page Intentionally Left Blank]

IN WITNESS WHEREOF, the parties have caused this Amendment One to be executed and effective as of the date set forth above.

NORMAN REGIONAL HEALTH SYSTEM

BY: Aaron L. Boyd, MD, MBA, FACHE 01/22/2026 04:58 PM EST
President & CEO

President & CEO

CITY OF NORMAN, OKLAHOMA

BY: _____ ATTEST: _____
Mayor City Clerk

NORMAN MUNICIPAL AUTHORITY

BY: _____ ATTEST: _____
Chairperson Secretary

NORMAN TAX INCREMENT FINANCE AUTHORITY

BY: _____ ATTEST: _____
Chairperson Secretary

Reviewed for form and legality on this 10 day of April, 2026.

City Attorney

File Attachments for Item:

21. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2526-25: BY AND BETWEEN THE CITY OF NORMAN UTILITIES AUTHORITY AND VORTEX SERVICES, LLC INCREASING THE CONTRACT BY $310,702.95 FOR A REVISED CONTRACT TOTAL OF $5,612,735.95 AND INCREASING THE CONTRACT TIME BY 30 CALENDAR DAYS FOR THE SEWER MAINTENANCE PROJECT FOR FISCAL YEAR 2018 (WARDS 2 AND 4).

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 4/14/2026

REQUESTER: Peter Wolbach

PRESENTER: Peter Wolbach, Staff Engineer - Utilities

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF CHANGE ORDER ONE TO CONTRACT K-2526-25: BY AND BETWEEN THE CITY OF NORMAN UTILITIES AUTHORITY AND VORTEX SERVICES, LLC INCREASING THE CONTRACT BY $310,702.95 FOR A REVISED CONTRACT TOTAL OF $5,612,735.95 AND INCREASING THE CONTRACT TIME BY 30 CALENDAR DAYS FOR THE SEWER MAINTENANCE PROJECT FOR FISCAL YEAR 2018 (WARDS 2 AND 4).

BACKGROUND:

In 2001, the citizens of Norman approved a five-dollar-per-month sewer maintenance fee to provide for the systematic replacement of aged and deteriorating neighborhood sewer lines. The Sewer Maintenance Project 2018 (SMP-18) study area is shown on the attached map. After extensive study by Norman Utilities Authority (NUA) staff and the NUA Sewer Line Maintenance Division, sanitary sewer lines within the study area were categorized into segments requiring replacement or rehabilitation due to deteriorated pipe conditions.

The SMP-18 project area is generally bounded by Highway 9 to the south, Berry Road to the east, Homeland Avenue to the west, and several residential streets to the north with Vine Street representing the bounds of the northernmost portion of the project area. In addition to the original project area, staff identified several other areas that needed replacement or rehabilitation as part of the Base Bid. The project will include trenchless installation of approximately 45,000 linear feet of 8-inch sanitary sewer pipe and appurtenances, as well as open-cut installation of approximately 600 linear feet of 8-inch sanitary sewer pipe and appurtenances. Two alternates were also bid to for a small section of line proposed for sliplining and the Woodcrest Interceptor Realignment, which will occur east of Chardonnay Lane.

On March 24, 2026, the Norman Utilities Authority approved Contract K-2526-25 with Vortex Services, LLC in the amount of $5,302,033 for construction of the FYE18 Sewer Maintenance Project.

DISCUSSION:

Proposed Change Order No. 1 includes additional sewer replacements along W. Brooks Street between S. Berry Road and S. Wylie Road.

During coordination with a Public Works sidewalk project in this area, Utilities Department staff were notified that several existing water meters are located within the alignment of a proposed sidewalk. To address this, the water line is getting replaced to allow the proper relocation of the water meters. This new water line will be in closer proximity to the sewer line, making replacement of the sewer line with water-grade pipe necessary, plus the existing sewer line is also in poor condition and warrants replacement. By completing the sewer line replacement at this time under this change order and the water line work under a different contract, the new infrastructure will be in place thereby reducing the potential for impacting the sidewalk in the future.

This work is the same type of construction to be completed as part of the original bid for the FYE18 Sewer Maintenance Project and is located less than one mile from that project area and is within a future project area. The line will be completed utilizing the primary method in the original contract, pipe bursting, but a higher grade pipe will be utilized to better ensure water tightness in accordance with Oklahoma Department of Environmental Quality regulations.

The proposed Change Order No. 1 will be funded from the SMP-18 Construction Account (32193338-46101; Project WW0316) which has an available balance of $398,642.25.

RECOMMENDATION:

Staff recommends that the NUA approve Change Order No. 1 to Contract K-2526-25 with Vortex Services, LLC increasing the contract by $310,702.95 for a revised contract amount of $5,612,735.95 and increasing contract time by 30 calendar days for the FYE18 Sewer Maintenance Project.

NORMAN UTILITIES AUTHORITY
CITY OF NORMAN
CLEVELAND COUNTY, OKLAHOMA

DATE:
CHANGE ORDER NO.: One (1)
CONTRACT NO.: K-2526-25
PROJECT: WW0316 - Sewer Maintenance Project FYE 2018
CONTRACTOR: Vortex Services, LLC
18150 Imperial Valley Dr., Houston, TX 77060

	Contract Time		Contract Amount	
ORIGINAL:	700	calendar days	$5,302,033.00	
PREVIOUS CHANGE ORDERS:	0	calendar days	$0.00	
THIS CHANGE ORDER:	30	calendar days	$310,702.95	5.86%
REVISED AMOUNT:	730	calendar days	$5,612,735.95	

ORIGINAL START DATE: April 5, 2026
ORIGINAL COMPLETION DATE: March 5, 2028
PREVIOUS COMPLETION DATE: March 5, 2028
NEW COMPLETION DATE: April 4, 2028

DESCRIPTION:	Increase / Decrease ($)
Item 1: Modify existing pay items for additional work along Brooks between S Berry Road and S Wylie Road	80,502.95
Item 2: New pay items for additional work along Brooks between S Berry Road and S Wylie Road	230,200.00
Item 3: Additional 30 days of contract time for additional work along Brooks between S Berry Road and S Wylie Road	0.00
Vortex Services, LLC agrees to complete the work as amended and modified by Change Order No. 1 as described above.	

SUBMITTED BY CONTRACTOR: Vortex Services, LLC — Date: 4/8/26

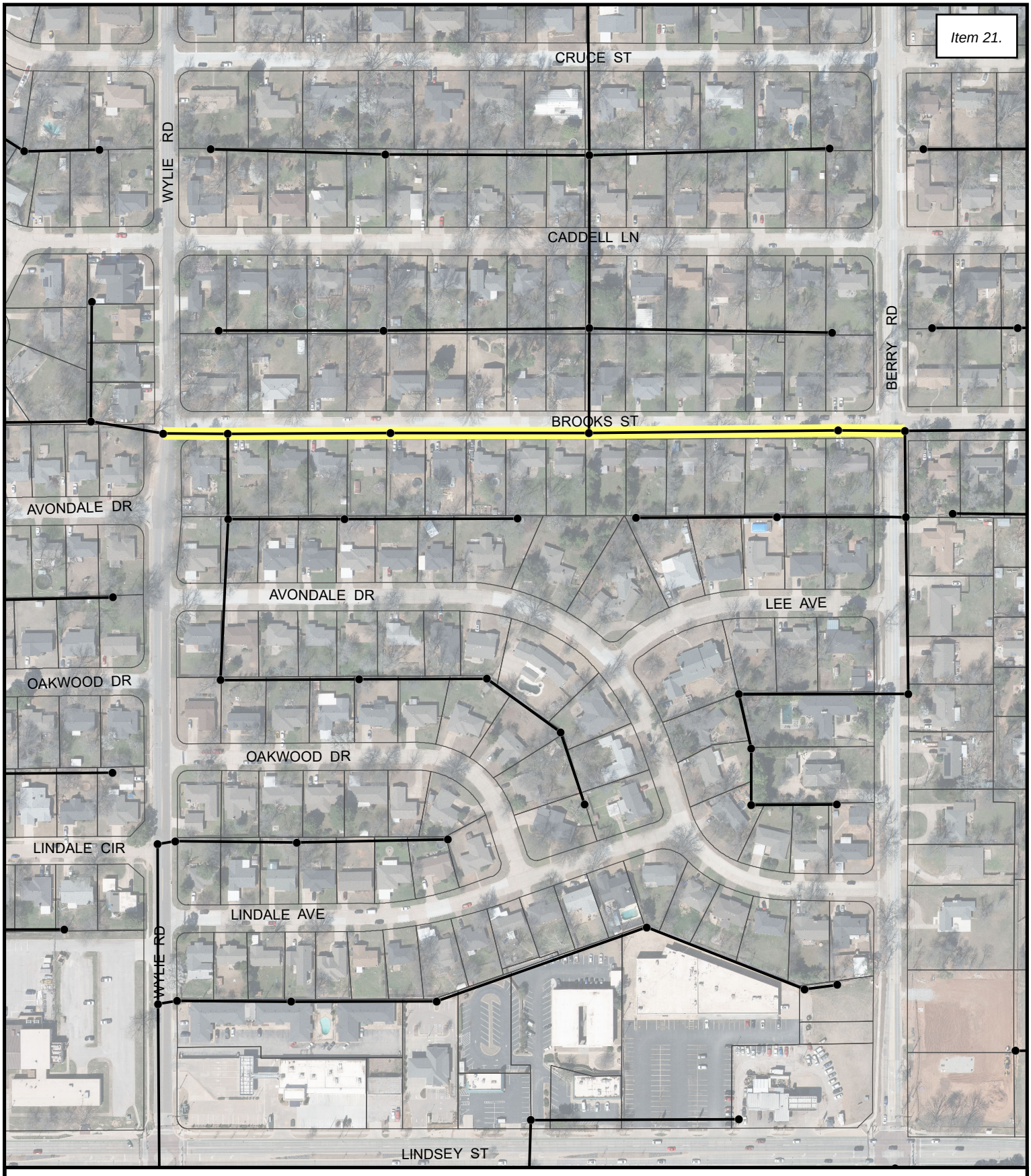
RECOMMENDED BY ENGINEER: Nathan Madenwald, PE — Date: 4/8/26

APPROVED AS TO FORM AND LEGALITY: City Attorney — Date: 4/8/26

ACCEPTED BY NORMAN UTILITIES AUTHORITY: Chairman — Date: _____

Bid Item	Description	Units	Original Contract Amount	Unit Price	Original Contract Amount	Proposed Quantity Increase/ Decrease	Cost Increase / Decrease	Percent Change
1	MOBILIZATION/DEMOBILIZATION AND INSURANCE	LS	1	$ 143,000.00	$ 143,000.00	0.05	$7,150.00	5%
2	CONSTRUCTION TRAFFIC CONTROL	LS	1	$ 111,219.00	$ 111,219.00	0.05	$5,560.95	5%
3	POINT REPAIR - 8-INCH	EA	3	$ 8,000.00	$ 24,000.00	3	$24,000.00	100%
4	OPEN TRENCH PIPE REPLACEMENT - 8-INCH	LF	850	$ 157.00	$ 133,450.00		$0.00	0%
5	BORING - STEEL CASING AND 8-INCH SEWER CARRIER PIPE	LF	50	$ 469.00	$ 23,450.00		$0.00	0%
6	PIPE BURSTING - 8-INCH	LF	35000	$ 80.00	$ 2,800,000.00		$0.00	0%
7	CURED-IN-PLACE PIPE - 8-INCH	LF	8000	$ 65.00	$ 520,000.00		$0.00	0%
8	AERIAL CROSSING REPLACEMENT - 8-INCH	LF	60	$ 1,225.00	$ 73,500.00		$0.00	0%
9	CONCRETE ENCASEMENT OF SANITARY SEWER	LF	100	$ 82.00	$ 8,200.00		$0.00	0%
10	REMOVE EXISTING MANHOLE	EA	2	$ 1,563.00	$ 3,126.00		$0.00	0%
11	CONSTRUCT 4-FOOT ID MANHOLE TO 6-FOOT DEPTH	EA	5	$ 9,063.00	$ 45,315.00		$0.00	0%
12	ADDITIONAL DEPTH MANHOLE WALL GREATER THAN 6-FOOT	VF	25	$ 532.00	$ 13,300.00		$0.00	0%
13	ABANDON EXISTING MANHOLE	EA	4	$ 1,407.00	$ 5,628.00		$0.00	0%
14	PLUG EXISTING SEWER - 8-INCH	EA	5	$ 1,225.00	$ 6,125.00		$0.00	0%
15	ABANDON SANITARY SEWER BY GROUT FILL	CY	10	$ 313.00	$ 3,130.00		$0.00	0%
16	BYPASS PUMPING	LS	1	$ 87,000.00	$ 87,000.00		$0.00	0%
17	EXISTING SERVICE RECONNECTION	EA	570	$ 888.00	$ 506,160.00	34	$30,192.00	6%
18	EXTEND SERVICE LINE PAST EASEMENT	LF	200	$ 68.00	$ 13,600.00	200	$13,600.00	100%
19	INTERNAL CIPP SERVICE RECONNECTION	EA	30	$ 5,688.00	$ 170,640.00		$0.00	0%
20	CURB AND GUTTER REMOVAL AND REPLACEMENT	LF	90	$ 61.00	$ 5,490.00		$0.00	0%
21	SIDEWALK REMOVAL AND REPLACEMENT	SY	40	$ 135.00	$ 5,400.00		$0.00	0%
22	PAVEMENT REMOVAL AND REPLACEMENT	SY	240	$ 137.00	$ 32,880.00		$0.00	0%
23	LANDSCAPING AND SPRINKLER REPAIR ALLOWANCE	LS	1	$ 20,000.00	$ 20,000.00		$0.00	0%
24	SITE RESTORATION	LS	1	$ 33,750.00	$ 33,750.00		$0.00	0%
25	TEMPORARY EROSION & SEDIMENT CONTROL	LS	1	$ 8,500.00	$ 8,500.00		$0.00	0%
26	CONSTRUCTION STAKING	LS	1	$ 6,500.00	$ 6,500.00		$0.00	0%
27	SERVICE LINE CLEANOUT	EA	20	$ 250.00	$ 5,000.00		$0.00	0%
28	INTERNAL CIPP SERVICE LINE EXTENSION PAST 10-FEET	LF	450	$ 63.00	$ 28,350.00		$0.00	0%
29	REMOVE AERIAL CROSSING	LS	1	$ 7,750.00	$ 7,750.00		$0.00	0%
B1	MOBILIZATION/DEMOBILIZATION AND INSURANCE	LS	1	$ 22,000.00	$ 22,000.00		$0.00	0%
B2	TEMPORARY EROSION & SEDIMENT CONTROL	LS	1	$ 8,418.00	$ 8,418.00		$0.00	0%
B3	CLEARING AND GRUBBING	LS	1	$ 12,627.00	$ 12,627.00		$0.00	0%
B4	CONSTRUCTION STAKING	LS	1	$ 6,344.00	$ 6,344.00		$0.00	0%
B5	ABANDON EXISTING MANHOLE	EA	2	$ 1,373.00	$ 2,746.00		$0.00	0%
B6	REMOVE EXISTING MANHOLE	LS	1	$ 1,647.00	$ 1,647.00		$0.00	0%
B7	CONSTRUCT 5-FOOT I.D. MANHOLE TO 6-FOOT DEPTH	EA	3	$ 20,716.00	$ 62,148.00		$0.00	0%
B8	ADDITIONAL DEPTH MANHOLE WALL GREATER THAN 6-FOOT	VF	25	$ 708.00	$ 17,700.00		$0.00	0%
B9	15-INCH DIAMETER SANITARY SEWER	LF	290	$ 458.00	$ 132,820.00		$0.00	0%
B10	CONCRETE ENCASEMENT OF SANITARY SEWER AT STREAM CROSSING	LF	70	$ 104.00	$ 7,280.00		$0.00	0%
B11	RIP RAP	SY	600	$ 282.00	$ 169,200.00		$0.00	0%
B12	SITE RESTORATION	LS	1	$ 14,640.00	$ 14,640.00		$0.00	0%
SUBTOTAL					**$ 5,302,033.00**		**$80,502.95**	**1.52%**
CHANGE ORDER PAY ITEMS								
CO1-1	PIPE BURST 8-INCH OR 10-INCH TO 12-INCH DR-11	LF	0	$168.00	$0.00	1350	$ 226,800.00	N/A
CO1-2	SAW CUTTING	LF	0	$4.00	$0.00	850	$ 3,400.00	N/A
					$0.00		$ -	N/A
					$0.00		$ -	N/A
					$0.00		$ -	N/A
SUBTOTAL					**$0.00**		**$ 230,200.00**	**4.34%**

Original Contract Amount	**$**	**5,302,033.00**	
Change Order No. 1	*$*	*310,702.95*	5.86%
Final Contract Amount	**$**	**5,612,735.95**	



FYE 2018 Sewer Maintenance Project - Change Order No. 1 (K-2526-25)

Map Produced by the City of Norman Geographic Information System.

The City of Norman assumes no responsibility for errors or omissions in the information presented.

0 200 400 Feet

April 8, 2026

N W E S

Selected Lines
Manholes
Gravity Mains

File Attachments for Item:

22. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BID 2526-21 AND CONTRACT K-2526-106: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND PARATHON CONSTRUCTION, L.L.C., IN THE AMOUNT NOT TO EXCEED $600,000 FOR THE FYE 2026 UNIT PRICE CONCRETE AND ALLEYS PROJECT, PERFORMANCE BOND B-2526-39; STATUTORY BOND B-2526-40; MAINTENANCE BOND MB-2526-35, AND PROJECT AGENT RESOLUTION R-2526-90 GRANTING TAX-EXEMPT STATUS. (CITY)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 04/14/2026

REQUESTER: Joseph Hill, Streets Program Manager

PRESENTER: Scott Sturtz, Director of Public Works

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF BID 2526-21 AND CONTRACT K-2526-106: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND PARATHON CONSTRUCTION, L.L.C., IN THE AMOUNT NOT TO EXCEED $600,000 FOR THE FYE 2026 UNIT PRICE CONCRETE AND ALLEYS PROJECT, PERFORMANCE BOND B-2526-39; STATUTORY BOND B-2526-40; MAINTENANCE BOND MB-2526-35, AND PROJECT AGENT RESOLUTION R-2526-90 GRANTING TAX-EXEMPT STATUS. (CITY)

BACKGROUND:

Responsible for the daily maintenance of over 750 centerline roadway miles and over 80 bridges, the City of Norman Streets Division is comprised of 33 staff of which, 29 are field oriented maintenance positions. These 29 positions are separated into 5 crews that perform maintenance tasks ranging from roadside safety mowing, pothole patching and repair, asphalt deep patching, asphalt overlay, concrete panel repairs and even emergency response to natural disasters such as flooding, snow and ice events and tornadoes. Additionally, due to a recent budgetary constraint, the Streets Division was commissioned to self-perform the construction of the Saxon Industrial Road Project which requires substantial resources to maintain production.

Therefore, the Streets Division administrative team regularly strategically plans annually for a balance of self-performed maintenance focusing on base level services and supplemental third party contracting to help support the overall Division goals of providing exceptional and safe transportation facilities.

DISCUSSION:

Considering the current workload of the City of Norman Streets Division, this contract will assist in the continuous maintenance efforts of concrete pavement and alley repairs. If approved, the Streets Division (per the terms of K-2526-106) will issue and administratively approve work orders with the contractor for completion. In turn, Streets Division staff will maintain their focus on current workload, provision of base level services and remain well staged for response to disaster level events that can occur in our region.

This project was publicly advertised on December 5, 2025, and December 12, 2025. Eight contractors attended a pre-bid conference on December 16, 2025. Eight bids were submitted and opened on January 8, 2026.

Tabulation of Bid Results

Contractor	Total
PARATHON CONSTRUCTION LLC	$436,339.00
HACIENDA DURAN CONSTRUCTION LLC	$455,530.00
ELLSWORTH CONSTRUCTION LLC	$491,841.07
JLT CONTRACTING LLC	$498,788.00
SAC SERVICES INC	$539,452.00
RUDY CONSTRUCTION CO	$635,040.00
JMB CONCRETE CONSTRUCTION LLC	$721,575.00
SILVER STAR CONSTRUCTION COMPANY	$773,499.50
ENGINEER'S ESTIMATE	$603,215.64

The lowest bid unit prices were submitted by Parathon Construction L.L.C., of Edmond, OK, with the total amount (based on estimated quantities) of $436,339.00, which is $166,876.64, or 27.7%, less than the engineer’s estimate.

Parathon Construction L.L.C., is a responsible bidder. They have successfully performed similar work for the City of Norman in the past.

Funding for this project is available within the Streets Division annual CIP budget as outlined in the table below. If approved, staff will initiate work orders immediately to begin production on project. A copy of the Work Order form to be utilized per K-2526-106 is attached for review. This is a unit price contract with cumulative work orders Not to Exceed the contractual amount of $600,000.00.

Project	Account	Appropriation Amount
Alley Repair program:	SC0747 Account 50593369-46101	$150,000.00
	SC0765 Account 50593369-46101	$200,000.00
Valley Gutter program:	SC0726 Account 50590051-46101	$100,000.00
Citywide Concrete repair program:	SC0779 Account 50597718-46101	$150,000.00
	Total:	**$600,000.00**

If approved, construction of the City-Wide Unit Price Concrete and Alley Maintenance FYE 2026 project will begin on or around March 30, 2026. The construction time for this project is from the date of the Notice to Proceed until June 30, 2026, or until funds are fully depleted, whichever comes first.

RECOMMENDATION NO. 1:

Staff recommends the approval of Contract K-2526-106 with Parathon Construction L.L.C., in the amount of $600,000.00 for construction of the City-Wide Unit Price Concrete and Alley Maintenance FYE 2026 project.

RECOMMENDATION NO. 2:

Staff further recommends that, upon approval of Contract K-2526-106 the following bonds be approved:

Performance Bond No. B-2526-39
Statutory Bond No. B-2526-40
Maintenance Bond No. MB-2526-35

RECOMMENDATION NO. 3:

Staff further recommends that, upon approval of Contract K-2526-106, Parathon Construction L.L.C., be authorized as Project Agent via Resolution No. R-2526-90.

CONTRACT AGREEMENT

THIS CONTRACT made and entered into this _____ day of _____, 20__, by and between Parathon Construction, LLC as Party of the First Part, hereinafter designated as the CONTRACTOR, and the City of Norman, a municipal corporation, hereinafter designated as the CITY, Party of the Second Part.

WITNESSETH

WHEREAS, the CITY has caused to be prepared in accordance with law, specifications, and other bidding documents for the work hereinafter described and has approved and adopted all of said bidding documents, and has caused Notice to Bidders to be given and advertised as required by law, and has received sealed proposals for the furnishing of all labor and materials for the following projects:

BID 2526-21 CITY WIDE UNIT PRICE CONCRETE AND ALLEY MAINTENANCE, FYE 2026

as outlined and set out in the bidding documents and in accordance with the terms and provisions of said CONTRACT; and,

WHEREAS, the CONTRACTOR in response to said Notice to Bidders, has submitted to the CITY 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 publicly opened, examined, and canvassed the proposals submitted and has determined and declared the above-named CONTRACTOR to be the lowest and best Bidder on the above-prepared project, and has duly awarded this CONTRACT to said CONTRACTOR, for the sum named in the proposal, to wit:

(WRITTEN) Six Hundred Thousand Dollars Even (DOLLARS);

(NUMERALS) ($ 600,000.00).

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:

l) The CONTRACTOR shall, in a good and first-class, workman-like manner at his own cost and expense, furnish all labor, materials, tools, and equipment required to perform and complete said work in strict accordance with this CONTRACT and the following CONTRACT Documents: The Bid Notice published in the Norman Transcript, the Notice to Bidders, Instructions to Bidders, the Contractor's Bid or Proposal, the Construction Drawings, Work Orders, Specifications, Provisions, and Bonds thereto, all of which documents are on file in the Office of the Purchasing Agent of the City of Norman, and are made a part of this CONTRACT as fully as if the same were set out at length.

2) The CITY shall make payments as stipulated in the contract documents to the CONTRACTOR in the following manner: On or about the first day of each month, the project engineer, or other appropriate person, will make accurate estimates of the value, based on CONTRACT prices, or work done, and materials incorporated in the work and of materials suitably stored at the site thereof during the preceding calendar month. The CONTRACTOR shall furnish to the project engineer, or other appropriate person, such detailed information as he may request to aid him as a guide in the preparation of the monthly estimates.

Each monthly estimate for payment must contain or have attached an affidavit in accordance with the Constitution of the State of Oklahoma, Title 62, Section 310.9.

On completion of the work, but prior to the acceptance thereof by the CITY, it shall be the duty of the project engineer, or other appropriate person, to determine that said work has been completely and fully performed in accordance with said CONTRACT Documents; and upon making such determinations, said official shall make his final certificate to the CITY.

The CONTRACTOR shall furnish proof that all claims and obligations incurred by him in connection with the performance of said work have been fully paid and settled; said information shall be in the form of an affidavit, which shall bear the approval of the surety on the CONTRACT Bonds for payment of the final estimate to the CONTRACTOR; thereupon, the final estimate (including retainages) will be approved and paid.

3) It is further agreed that the CONTRACTOR will be prepared to commence said work within 10 days following receipt of a NOTICE-TO-PROCEED, and prosecute the same vigorously and continuously in immediate response to an issued Work Order. Any suspension of work must be approved by the engineer or the engineer's representative. The contract period is as follows:

CITY WIDE UNIT PRICE CONCRETE AND ALLEY MAINTENANCE, FYE 2026

a. Concrete Pavement Maintenance Unit Price is an on-call service project
   i. Project will expire when bid amount is fully depleted or June 30, 2026

4) That the CITY shall pay the CONTRACTOR for the work performed as follows:

a. Payment for unit price items shall be at the unit price bid for actual construction quantities on a project-by-project basis, as set forth in applicable Work Orders.

b. Construction items specified but not included as bid items shall be considered incidental and shall not be paid for directly, but shall be included in the bid price for any or all of the pay quantities. Per the bid documents, unit bid prices are inclusive of all costs for mobilization and traffic control. Should any defective work or materials be discovered or should a reasonable doubt rise as to the quality of any work completed, there will be deducted from the next estimate an amount equal to the value of the defective or questionable work and shall not be paid until the defects are remedied.

And that the CONTRACTOR'S bid is hereby made a part of this Agreement.

5) The amount of retainage with respect to progress payments will be 5%, or as otherwise permitted by applicable law.

6) That the CONTRACTOR will not undertake to furnish any materials or to perform any work for which unit bid prices were not solicited until specifically authorized under the terms of this Agreement or any Change Order or amendment thereto, executed by the CITY; and that in the event any additional are provided by the CONTRACTOR without such authorization, the CONTRACTOR shall not be entitled to any compensation therefore whatsoever. Further, CONTRACTOR shall not pursue any of the bid work until the same is authorized by the City through a Work Order, which shall be administratively approved and issued by the Public Works Director, or his authorized representative, hereunder.

7) That if any additional work is performed or additional materials provided by the CONTRACTOR upon authorization by the CITY, and in contravention of Paragraph 6 herein, the CONTRACTOR shall be compensated therefore at the unit price and as agreed to by both parties in the execution of the Change Order.

8) That the CONTRACTOR shall perform the work and provide the materials strictly in accordance with the specifications as to quality and kind, and all work and materials shall be subject to rejection by the CITY through its authorized representatives for failure to meet such requirements, and in the event of such rejection, the CONTRACTOR shall replace the work and materials without compensation therefore by the CITY.

9) The CONTRACTOR shall complete the work in accordance with the terms of this Agreement, and any Work Orders issued hereunder. The CONTRACTOR further agrees to pay liquidated damages, as stipulated in the contract document and the General Conditions included in the City of Norman Standard Specifications and Construction Drawings, for each calendar day after the contract term, or beyond the schedule specified in any Work Order issued hereunder.

10) The CONTRACTOR shall furnish surety bonds and certificate of insurance as specified herein which bonds and insurance must be approved by the CITY prior to issuance of the Notice to Proceed and commencement of work on the project. The CONTRACTOR shall provide written documentation from the Maintenance Bond Company that all work, including Change Orders, is covered by the Maintenance Bond before final acceptance of the project.

11) IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed, in four (4) duplicate originals, the day and year first above written.

12) 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 CONTRACTOR, subcontractors, and persons performing labor, furnishing material or in any other way contributing to or assisting in the performance of the obligations of the CONTRACTOR; nor shall any such provisions be interpreted or given legal effect to afford a defense against any obligation owed or assumed by such third person to the CITY or in any way to restrict the freedom of the 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.

13) If CONTRACTOR has 10 or more full-time employees during the term of this Agreement, and this Agreement has a value of one hundred thousand dollars ($100,000) or more, CONTRACTOR hereby represents, warrants, covenants to the CITY that, in accordance with and pursuant to 21 O.S. § 1289.31 (i) it does not have a practice, policy, guidance or directive that discriminates against a firearm entity or firearm trade association, and (ii) will not discriminate against a firearm entity or firearm trade association during the term of this Agreement.

14) <u>The sworn, notarized statement below must be signed and notarized before this Contract will become effective.</u>

STATE OF Oklahoma)
) ss:
COUNTY OF Oklahoma)

James R Smith, 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. Affidavit 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.

AMBERLEA SMITH NOTARY PUBLIC # 21004723 EXP. 04/07/29 STATE OF OKLAHOMA

Contractor

Subscribed and sworn to before me this 26th day of March, 20 26.

Notary Public

IN WITNESS WHEREOF, the said parties of the First and Second Part have hereunto set their hands and seals respectively the 26th day of March 20 26, and the 26th day of March, 20 26.

(Corporate Seal) (where applicable)

Principal

Signed:

Title: President

Address PO Box, 1287, Edmond, OK 73083

Telephone: 405-605-6006

ATTEST:
Authorized Representative

Corporate Secretary (where applicable)

CITY OF NORMAN:
Approved as to form and legality this 2nd day of April 20 26.

Elisabeth Muckala
City Attorney

Approved by the Council of the City of Norman, this ____ day of _____, 20___.

ATTEST:

City Clerk

Mayor

Contract No. K-2526-106
Page 4 of 4

CONTRACT AFFIDAVIT

STATE OF Oklahoma)
) ss:
COUNTY OF Oklahoma)

James R Smith, of lawful age, being first duly sworn, on oath says that (s)he is the Agent authorized by the Firm of Parathon Construction, LLC to submit the above Contract to the City of Norman, Oklahoma.

Affidavit further states that such firm has not paid, given or donated or agreed to pay, give, or donate to any officer or employee of the City of Norman, Oklahoma, any money or other thing of value, either directly or indirectly, in the procuring of the Contract.

AMBERLEA SMITH
NOTARY
21004723
EXP. 04/07/29
PUBLIC
STATE OF OKLAHOMA

Contractor

Subscribed and sworn to before me this 26th day of March, 2026.

Notary Public

My Commission Expires:

CITY OF NORMAN
MAINTENANCE BOND

Know all men by these presents that Parathon Construction, LLC, as Principal, and Hudson Insurance Company, a corporation organized under the laws of the State of Delaware, and authorized to transact business in the State of Oklahoma, as SURETY, are held and firmly bound unto THE CITY OF NORMAN, a Municipal Corporation of the State of Oklahoma, herein called CITY, in the sum of Six Hundred Thousand Dollars and Zero Cents DOLLARS ($600,000.00), such sum being equal to the contract price and being in force for a period of one year from the date of the acceptance of the below described improvements by the City Council, and thereafter for the sum of Ninety Thousand Dollars and Zero Cents DOLLARS($90,000.00), such sum being not less than fifteen percent (15%) of the total contract price of said improvements for a period of four years thereafter, 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:

BID 2526-21 CITY WIDE UNIT PRICE CONCRETE AND ALLEY MAINTENANCE, FYE 2026

has entered into a written CONTRACT (K-2526-106) with the CITY OF NORMAN, dated this _____ day of _____, 20____ for the erection and construction of this PROJECT, that CONTRACT being incorporated herein by references as if fully set forth; and,

WHEREAS, under the ordinances of the CITY the PRINCIPAL is required to furnish to the CITY a maintenance bond covering said construction of this PROJECT, the bond to include the terms and provisions hereinafter set forth, as a condition precedent to final acceptance of the PROJECT.

NOW, THEREFORE, if the PRINCIPAL shall keep and maintain, subject to normal wear and tear, the construction, except for defects not occasioned by improper workmanship, materials, or failure to protect new work until it is accepted, and if the PRINCIPAL shall promptly repair, without notice from the CITY or expense to the CITY any and all defects arising from improper workmanship, materials, or failure to protect new work until it is accepted; all for a period of five (5) years from the date of the written final acceptance by the CITY, then this obligation shall be null and void. The amount of the Maintenance Bond shall be 100 % of the contract amount for the first year and then 15% of the contract amount for the following four (4) years. Otherwise, this obligation shall remain in full force and effect at all times.

Provided further, however, that upon neglect, failure or refusal of the PRINCIPAL to maintain or make any needed repairs upon the construction on the PROJECT, as set out in the preceding paragraph, within ten (10) days after the mailing of notice to the PRINCIPAL by letter deposited in the United States Post Office at Norman, Oklahoma, addressed to the PRINCIPAL at the address set forth below, then the PRINCIPAL and SURETY shall jointly and severally be liable to the CITY for the cost and expense for making such repair, or otherwise maintaining the said construction.

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 (where applicable) to be hereunto affixed by its duly authorized representative(s), on the 26th day of March, 2026, and the SURETY has caused these presents to be executed in its name its corporate seal to be hereunto affixed by its authorized representative(s) on the 26th day of March, 2026.

(Corporate Seal) (where applicable)

ATTEST:

Corporate Secretary (where applicable)

Principal
Signed:
Authorized Representative

Title: President

Address: PO Box 1287
Edmond, OK 73083

Telephone: 405-605-6006

(Corporate Seal) (where applicable)

ATTEST:

Surety: Hudson Insurance Company

Signed:
Authorized Representative

Printed: Amy Winters
Authorized Representative

Title: Attorney-In-Fact

Address: 910984 S Moccasin Trl., Chandler, OK 74834

Telephone: 918-399-3545

AMBERLEA SMITH NOTARY # 21004723 EXP. 04/07/29 PUBLIC STATE OF OKLAHOMA

CORPORATE ACKNOWLEDGEMENT

STATE OF Oklahoma)
) ss:
COUNTY OF Oklahoma)

The foregoing instrument was acknowledge before me this 26th day of March, 2026 by James R Smith - President (Name and Title), of Parathon Construction, LLC a(n) corporation, on behalf of the corporation.

WITNESS my hand and seal this 26th day of March, 2026.

Notary Public

My Commission Expires:

Maintenance Bond No. MB-2526-35
Page 2 of 3

INDIVIDUAL ACKNOWLEDGEMENT

STATE OF _____)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledge before me this _____ day of _____, 20___, by _____(Name and Title) of _____, a(n) corporation.

WITNESS my hand and seal this _____ day of _____, 20___.

_____
Notary Public

My Commission Expires:
_____

PARTNERSHIP ACKNOWLEDGEMENT

STATE OF _____)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledge before me this _____ day of _____, 20___, by _____(Name and Title)_____ (partner/agent) on behalf of _____, a partnership.

WITNESS my hand and seal this _____ day of _____, 20___.

_____
Notary Public

My Commission Expires:
_____

CITY OF NORMAN

Approved as to form and legality this 2nd day of April, 2026

Elisabeth Muckala
_____
City Attorney

Approved by the Council of the City of Norman this _____ day of _____, 20___.

ATTEST:

_____ _____
City Clerk Mayor

PERFORMANCE BOND

Know all men by these presents, that Parathon Construction, LLC as PRINCIPAL, and Hudson Insurance Company Corporation organized under the laws of the State of Delaware and authorized to transact business in the State of Oklahoma, as SURETY, are held and firmly bound unto THE CITY OF NORMAN, a Municipal Corporation of the State of Oklahoma, herein called CITY, in the sum of Six Hundred Thousand Dollars and Zero Cents DOLLARS, ($600,000.00), 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:

BID 2526-21 CITY WIDE UNIT PRICE CONCRETE AND ALLEY MAINTENANCE, FYE 2026

has entered into a written CONTRACT (K-2526-106) with THE CITY OF NORMAN, dated this _____ day of _____, 20___ for the erection and construction of this PROJECT, that CONTRACT being incorporated herein by reference as if fully set forth.

NOW, THEREFORE, if PRINCIPAL shall, in all particulars, well and truly perform and abide by said CONTRACT and all specifications and covenants thereto; and if the PRINCIPAL shall promptly pay or cause to be paid all indebtedness incurred for labor and materials and repairs to and parts for equipment furnished in the making of this PROJECT, whether incurred by the PRINCIPAL or subcontractors; and if the PRINCIPAL shall protect and hold harmless the CITY from all loss, damage, and expense to life or property suffered or sustained by any person, firm, or corporation caused by PRINCIPAL or his or its agents, servants, or employees in the construction of the PROJECT, or by or in consequence of any negligence, carelessness or misconduct in guarding and protecting the same, or from any act or omission of PRINCIPAL of his or its agents, servants, or employees; and if the PRINCIPAL shall protect and save the CITY harmless 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 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), and the 26th day of March, 20 26 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 day of March 26th, 20 26.

Performance Bond No. B-2526-39
Page 1of 3

(Corporate Seal) (where applicable)

ATTEST: _____

Corporate Secretary (where applicable)

Principal
Signed: _____
Authorized Representative

Title: President

Address: PO Box 1287

Edmond, OK 73083

Telephone: 405-605-6006

(Corporate Seal) (where applicable)

ATTEST: _____

Surety: Hudson Insurance Company

Signed: _____
Authorized Representative

Printed: Amy Winters
Authorized Representative

Title: Attorney-In-Fact

Address: 910984 S Moccasin Trl., Chandler, OK 74834

Telephone: 918-399-3545

CORPORATE ACKNOWLEDGEMENT

AMBERLEA SMITH NOTARY # 21004723 EXP. 04/07/29 PUBLIC STATE OF OKLAHOMA

STATE OF Oklahoma)
) ss:
COUNTY OF Oklahoma)

The foregoing instrument was acknowledge before me this 26th day of March, 2026, by James R Smith - President (Name and Title), of Parathon Construction, LLC, a(n) corporation, on behalf of the corporation.

WITNESS my hand and seal this 26th day of March, 2026.

_____
Notary Public

My Commission Expires:

_____

INDIVIDUAL ACKNOWLEDGEMENT

STATE OF _____)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledge before me this _____ day of _____, 20____, by _____(Name and Title) of _____,
a(n) corporation.

WITNESS my hand and seal this _____ day of _____, 20__.

_____
Notary Public

My Commission Expires:
_____

PARTNERSHIP ACKNOWLEDGEMENT

STATE OF _____)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledge before me this _____ day of _____, 20____, by _____ (Name and Title) _____ (partner/agent) on behalf of _____, a partnership.

WITNESS my hand and seal this _____ day of _____, 20___.

_____
Notary Public

My Commission Expires:
_____

CITY OF NORMAN

Approved as to form and legality this 2nd day of April, 2026

Elisabeth Muckala
_____
City Attorney

Approved by the Council of the City of Norman this _____ day of _____, 20___.

ATTEST:

_____ _____
City Clerk Mayor

STATUTORY BOND

Know all men by these presents that Parathon Construction, LLC as PRINICPAL, and Hudson Insurance Company, a corporation organized under the laws of the State of Delaware, and authorized to transact business in the State of Oklahoma, as Surety, are held and firmly bound unto the State of Oklahoma in the sum of Six Hundred Thousand Dollars and Zero Cents DOLLARS ($ 600,000.00), or 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:

BID 2526-21 CITY WIDE UNIT PRICE CONCRETE AND ALLEY MAINTENANCE, FYE 2026

has entered into a written CONTRACT (K-2526-106) with THE CITY OF NORMAN, dated this 26th day of March, 20 26, 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. S2, for the amount so due and unpaid.

It is further expressly agreed and understood by the parties hereto that no changes or alterations in said CONTRACT and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the SURETIES, or any of them, from the obligation of this Bond.

It is further expressly agreed that the Principal's obligations under this Bond include payment of not less than the prevailing hourly rate of wages as established by the Commissioner of Labor of the State of Oklahoma and by the Secretary of the U.S. Department of Labor or as determined by a court on appeal.

IN WITNESS WHEREOF, the PRINCIPAL has caused these presents to be executed in its name and its corporate seal (where applicable) to be hereunto affixed by its duly authorized representative(s), on the 26th day of March, 20 26, 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 26th day of March, 20 26.

(Corporate Seal) (where applicable)

ATTEST

Corporate Secretary (where applicable)

Principal
Signed: Authorized Representative

Title: President

Address: PO Box 1287

Edmond, OK 73083

Telephone: 405-605-6006

Statutory Bond No. B-2526-40
Page 1 of 3

(Corporate Seal) (where applicable)

ATTEST:

Surety: Hudson Insurance Company

Signed: _____
Authorized Representative

Printed: Amy Winters
Authorized Representative

Title: Attorney-In-Fact

Address: 910984 S Moccasin Trl., Chandler, OK 74834

Telephone: 918-399-3545

AMBERLEA SMITH NOTARY # 21004723 EXP. 04/07/29 PUBLIC STATE OF OKLAHOMA

CORPORATE ACKNOWLEDGEMENT

STATE OF Oklahoma)
) ss:
COUNTY OF Oklahoma)

The foregoing instrument was acknowledge before me this 26th day of March, 2026, by James R Smith - President (Name and Title), of Parathon Construction, LLC, a(n) corporation, on behalf of the corporation.

WITNESS my hand and seal this 26th day of March, 2026.

_____
Notary Public

My Commission Expires:
_____

INDIVIDUAL ACKNOWLEDGEMENT

STATE OF _____)
) ss
COUNTY OF _____)

The foregoing instrument was acknowledge before me this _____ day of _____, 20___, by _____(Name and Title) of _____, a(n) corporation.

WITNESS my hand and seal this _____ day of _____, 20___.

_____
Notary Public

My Commission Expires:
_____

PARTNERSHIP ACKNOWLEDGEMENT

STATE OF _____)
) ss:
COUNTY OF _____)

The foregoing instrument was acknowledge before me this _____ day of _____, 20___, by _____ (Name and Title) _____ (partner/agent) on behalf of _____, a partnership.

WITNESS my hand and seal this _____ day of _____, 20___.

_____
Notary Public

My Commission Expires:

_____

CITY OF NORMAN

Approved as to form and legality this 2nd day of April, 2026.

Elisabeth Muckala
_____
City Attorney

Approved by the Council of the City of Norman this _____ day of _____, 20___.

ATTEST:

_____ _____
City Clerk Mayor

HUDSON INSURANCE GROUP

HICSW-A283-

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That HUDSON INSURANCE COMPANY, a corporation of the State of Delaware, with offices at 100 William Street, New York, New York, 10038, has made, constituted and appointed, and by these presents, does make, constitute and appoint

Barry Lynn Herring, Amy Winters, Neleigh Michele Herring

of the State of Oklahoma

its true and lawful Attorney(s)-in-Fact, at New York, New York, each of them alone to have full power to act without the other or others, to make, execute and deliver on its behalf, as Surety, bonds and undertakings given for any and all purposes, also to execute and deliver on its behalf as aforesaid renewals, extensions, agreements, waivers, consents or stipulations relating to such bonds or undertakings provided, however, that no single bond or undertaking shall obligate said Company for any portion of the penal sum thereof in excess of the sum of **Twenty Five Million Dollars ($25,000,000.00).**

Such bonds and undertakings when duly executed by said Attorney(s)-in-Fact, shall be binding upon said Company as fully and to the same extent as if signed by the President of said Company under its corporate seal attested by its Secretary.

In Witness Whereof, HUDSON INSURANCE COMPANY has caused these presents to be of its Senior Vice President thereunto duly authorized, on this 15th day of November, 20 24 at New York, New York.

(Corporate seal)

HUDSON INSURANCE COMPANY

Attest.....
Dina Daskalakis No. 01MU6067553
Corporate Secretary

By.....
Andrew A. Dickson
Senior Vice President

STATE OF NEW YORK
COUNTY OF NEW YORK. SS.

On the 15th day of November, 20 24 before me personally came Andrew A. Dickson to me known, who being by me duly sworn did depose and say that he is a Senior Vice President of **HUDSON INSURANCE COMPANY**, the corporation described herein and which executed the above instrument, that he knows the seal of said Corporation, that the seal affixed to 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.

(Notarial Seal)

ANN M. MURPHY NOTARY PUBLIC STATE OF NEW YORK

.....
ANN M. MURPHY
Notary Public, State of New York
No. 01MU6067553
Qualified in Nassau County
Commission Expires December 10, 2025

CERTIFICATION

STATE OF NEW YORK
COUNTY OF NEW YORK SS.

The undersigned **Dina Daskalakis** hereby certifies:

That the original resolution, of which the following is a true and correct copy, was duly adopted by unanimous written consent of the Board of Directors of Hudson Insurance Company dated July 27th, 2007, and has not since been revoked, amended or modified:

"RESOLVED, that the President, the Executive Vice Presidents, the Senior Vice Presidents and the Vice Presidents shall have the authority and discretion, to appoint such agent or agents, or attorney or attorneys-in-fact, for the purpose of carrying on this Company's surety business, and to empower such agent or agents, or attorney or attorneys-in-fact, to execute and deliver, under this Company's seal or otherwise, bonds obligations, and recognizances, whether made by this Company as surety thereon or otherwise, indemnity contracts, contracts and certificates, and any and all other contracts and undertakings made in the course of this Company's surety business, and renewals, extensions, agreements, waivers, consents or stipulations regarding undertakings so made; and

FURTHER RESOVLED, that the signature of any such Officer of the Company and the Company's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seal when so used whether heretofore or hereafter, being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed."

THAT the above and foregoing is a full, true and correct copy of Power of Attorney issued by said Company, and of the whole of the original and that the said Power of Attorney is still in full force and effect and has not been revoked, and furthermore that the Resolution of the Board of Directors, set forth in the said Power of Attorney is now in force.

Witness the hand of the undersigned and the seal of said Corporation this _____ day of _____, 20_____.

(Corporate seal)

By.....
Dina Daskalakis, Corporate Secretary

Resolution

R-2526-90

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING AND APPOINTING PARATHON CONSTRUCTION, L.L.C., AS PROJECT AGENT FOR THE FOR THE CITY-WIDE UNIT PRICE CONCRETE AND ALLEY MAINTENANCE FYE 2026 PROJECT FOR THE CITY OF NORMAN.

§ 1. WHEREAS, the City of Norman, Oklahoma, does hereby acknowledge that the tax-exempt status of this political subdivision is a significant factor in determining the agreed contract price bid by Parathon Construction, L.L.C., for the City-Wide Unit Price Concrete and Alley Maintenance FYE 2026 Project; and

§ 2. WHEREAS, the City of Norman, Oklahoma, in compliance with State law, desires to confer on Parathon Construction, 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, Parathon Construction, L.L.C., to purchase materials which are in fact used for the City-Wide Unit Price Concrete and Alley Maintenance FYE 2026 Project; and

§ 3. WHEREAS, this limited agent status is conferred with the express understanding that Parathon Construction, 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 14th day of April, 2026, did appoint Parathon Construction, L.L.C., who is involved with the City-Wide Unit Price Concrete and Alley Maintenance FYE 2026 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 City-Wide Unit Price Concrete and Alley Maintenance FYE 2026 Project;.

PASSED AND ADOPTED THIS 14TH DAY OF APRIL 2026.

_____
Mayor, Stephen T. Holman

ATTEST:

_____
City Clerk

Preliminary Cost Estimate

[Project Name]

Step 1 **City of Norman Only**

Contract No. K-XXXX-XX *[Project Address]*

Contractor: *Name*
Address Line 1
Address Line 2

Description of Work: _____

Step 2 **Contractor**

Bid Item Description and Units

No.	ITEM	UNIT	ESTIMATED QUANTITY	UNIT COST FROM BID	TOTAL
1				$	$
2				$	$
3				$	$
4				$	$
5				$	$
6				$	$
7				$	$
8				$	$
9				$	$
10				$	$
11				$	$
12				$	$
13				$	$
14				$	$
15				$	$
16				$	$
17				$	$
18				$	$
19				$	$
20				$	$
21				$	$
22				$	$
23				$	$
24				$	$
25				$	$
26				$	$
27				$	$
28				$	$
29				$	$
30				$	$
				TOTAL	**$**

Contractor: _____
Name: _____
Title: _____
Date: _____/_____/_____

Step 3 **City of Norman ONLY**

Approval: **Yes** **No**

Comments _____

Date: _____/_____/_____
Name: _____
Title: _____

File Attachments for Item:

23. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-112: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND HALFF ASSOCIATES, INC., IN THE AMOUNT OF $107,500 TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR THE CARTER WATER LINE REPLACEMENT PROJECT. (WARD 4)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 04/14/2026

REQUESTER: Ken Giannone, P.E., Capital Projects Engineer

PRESENTER: Ken Giannone, P.E., Capital Projects Engineer

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF CONTRACT K-2526-112: BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND HALFF ASSOCIATES, INC., IN THE AMOUNT OF $107,500 TO PROVIDE PROFESSIONAL ENGINEERING SERVICES FOR THE CARTER WATER LINE REPLACEMENT PROJECT. (WARD 4)

BACKGROUND:

Existing water lines between Carter Avenue and Cockrel Avenue from Robinson Street to Main Street are aging and have experienced increased maintenance and failure concerns. This project includes the replacement of approximately 5,500 linear feet of 8-inch and 12-inch water mains to improve system reliability and reduce future maintenance needs.

On July 17, 2025, NUA issued Request for Qualifications (RFQ) 2526-8 to engineering firms for various water and wastewater infrastructure projects including Carter Water Line Replacement project (Project WA0388). Halff was selected to provide professional engineering services for this project.

DISCUSSION:

This contract provides for Halff to perform the following services:

1. Preliminary Design Phase;
2. Final Design Phase;
3. Bid Phase Services;
4. Limited Construction Administration; and
5. Production of As-Built Record Documents.

The total fee for this work is $107,500. Funding for this work will be from the Carter Water Line Replacement project design account (31996683-46201 / Project WA0388) which has an available balance of $120,000.

RECOMMENDATION:

Staff recommends the Norman Utilities Authority approve Contract K-2526-112 in the amount of $107,500 with Halff for professional engineering services associated with Carter Water Line Replacement project.

AGREEMENT

FOR

ENGINEERING SERVICES

This AGREEMENT, between the Norman Utilities Authority (OWNER) and HALFF, (ENGINEER);

WITNESSETH

WHEREAS, OWNER intends to replace water lines on Carter Avenue and adjacent streets in the City of Norman;

WHEREAS, OWNER requires engineering services to complete design, bidding, construction administration and as-built services for the described project (the SERVICES); and,

WHEREAS, ENGINEER is prepared to provide said SERVICES; and.

NOW THEREFORE, in consideration of the promises contained in this AGREEMENT, OWNER and ENGINEER agree as follows:

ARTICLE 1 - EFFECTIVE DATE

The effective date of this AGREEMENT shall be _____.

ARTICLE 2 - COMPLETION DATE

ENGINEER shall complete the SERVICES in accordance with Attachment A, Project Schedule.

ARTICLE 3 - GOVERNING LAW

The laws of the state of Oklahoma shall govern this AGREEMENT.

ARTICLE 4 - SERVICES TO BE PERFORMED BY ENGINEER

ENGINEER shall perform the SERVICES described in Attachment B, Scope of Services.

ARTICLE 5 - COMPENSATION

OWNER shall pay ENGINEER in accordance with Attachment C, Compensation.

ARTICLE 6 - OWNER'S RESPONSIBILITIES

6.1. OWNER-Furnished Data: Upon request, OWNER will provide to ENGINEER all data in OWNER's possession relating to ENGINEER's SERVICES on the PROJECT. Such data may include electronic data available from the OWNER's Geographic Information System (GIS), data generated by OWNER's water distribution system model and existing water quality data. ENGINEER will reasonably rely upon the accuracy, timeliness, and completeness of the information provided by OWNER. OWNER's data is provided for temporary use or copying by ENGINEER.

6.2. Access to Facilities and Property: OWNER will make its facilities accessible to ENGINEER as required for ENGINEER's performance of its SERVICES.

6.3. Timely Review: OWNER will examine ENGINEER's studies, reports, sketches, drawings, specifications, proposals, and other documents; and transmit OWNER comments or other decisions to ENGINEER in a timely manner.

6.4. Meetings: OWNER will participate in monthly progress meetings or other meetings with ENGINEER or contractor(s) defined in Scope of Services.

6.5. Advertisements, Permits, and Access: Unless otherwise agreed to in the Scope of Services, OWNER will obtain, arrange, and pay for all advertisements for bids; permits and licenses required by local, state, or federal authorities; and land, easements, rights-of-way, and access necessary for ENGINEER's SERVICES or PROJECT construction.

6.6. Hazardous Substances: If hazardous substances in any form are encountered or suspected, ENGINEER will stop its own work in the affected portions of the PROJECT to permit testing and evaluation. ENGINEER will, if requested by OWNER, conduct tests to determine the extent of the problem and will perform the necessary studies and recommend necessary remedial measures at an additional fee with contract terms to be negotiated.

ARTICLE 7 - STANDARD OF CARE

ENGINEER shall exercise the same degree of care skill and diligence in the performance of the SERVICES as is ordinarily possessed and exercised by a professional engineer under similar circumstances. ENGINEER shall correct the SERVICES that fail to satisfy this standard of care. No warranty, express or implied is included in this AGREEMENT or in any drawing, specifications, report or opinion produced pursuant to this AGREEMENT.

ARTICLE 8 - LIABILITY AND INDEMNIFICATION

8.1 General. Having considered the potential liabilities that may exist during the performance of the SERVICES, the benefits of the PROJECT, the ENGINEER's fee for the SERVICES and in consideration of the promises contained in this AGREEMENT, OWNER and ENGINEER agree to allocate and limit such liabilities in accordance with this Article.

8.2 Indemnification and Liability. The ENGINNER agrees to defend, indemnify, and hold harmless the OWNER, its officers, servants, and employees, from and against legal liability for all claims, losses, damage, cost, and expense (including reasonable attorneys' fees and accountants' fees) caused by a negligent act, error, or omission of the ENGINEER in the performance of services under this Agreement. OWNER agrees to defend, indemnify, and hold harmless the ENGINEER, its officers, servants, and employees, from and against legal liability for all claims, losses, damage, cost, and expense (including reasonable attorneys' fees and accountants' fees) caused by a negligent act, error, or omission of the OWNER in the performance of services under this Agreement, provided such indemnification shall be applicable only to the extent sovereign immunity has been waived pursuant to Oklahoma law. The ENGINEER and the OWNER each agree to promptly service notice on the other party of any claims arising hereunder, and shall cooperate in the defense of such claims. The acceptance by OWNER or its representatives of any certification of insurance providing for coverage other than as required in this Agreement to be furnished by the ENGINEER shall in no event be deemed a waiver of any of the provisions of this indemnity provision. None of the foregoing provisions shall deprive the OWNER of any action, right, or remedy otherwise available to OWNER at common law.

8.3 Employee Claims. ENGINEER shall indemnify OWNER against legal liability for damages arising out of claims by ENGINEER's employees. To the extent permitted by applicable law, OWNER shall indemnify ENGINEER against legal liability for damages arising out of claims by OWNER's employees.

8.4 Survival. Upon completion of all SERVICES obligations and duties provided for in this AGREEMENT or if this AGREEMENT is terminated for any reason the terms and conditions of this Article shall survive.

ARTICLE 9 - INSURANCE

During the performance of the SERVICES under this AGREEMENT ENGINEER shall maintain the following insurance:

9.1 Worker's compensation insurance for ENGINEER's employees as required by Oklahoma Workers Compensation Statutes.

9.2 Comprehensive general liability insurance with a minimum of $1,000,000 per each occurrence and $2,000,000 aggregate.

9.3 Comprehensive automobile liability insurance with a minimum of $1,000,000 combined limit.

9.4 Professional Liability (errors and omissions) insurance providing a minimum policy value of $2,000,000 aggregate.

ENGINEER shall furnish OWNER certificates of insurance that shall include a provision that such insurance shall not be canceled without at least thirty days written notice to OWNER. All PROJECT contractors shall be required to include OWNER and ENGINEER as additional insured on their General Liability Insurance policies.

ENGINEER and OWNER each shall require its insurance carriers to waive all rights of subrogation against the other and its directors, officers, partners, commissioners, officials, agents and employees for damages covered by property insurance during and after the SERVICES. A similar provision shall be incorporated into all contractual arrangements entered into by OWNER and shall protect OWNER and ENGINEER to the same extent.

ARTICLE 10 - LIMITATIONS OF RESPONSIBILITY

ENGINEER shall not be responsible for: (1) construction means, methods, techniques, sequences, procedures or safety precautions and programs in connection with the PROJECT; (2) the failure of any contractor, subcontractor, vendor or other PROJECT participant, not under contract to ENGINEER, to fulfill contractual responsibilities to the OWNER or to comply with federal, state or local laws, regulations, and codes; or (3) procuring permits, certificates and licenses required for any construction unless such responsibilities are specifically assigned to ENGINEER in Attachment B, Scope of Services.

ARTICLE 11 - OPINIONS OF COST AND SCHEDULE

Since ENGINEER has no control over the cost of labor, materials or equipment furnished by others or over the resources provided by others to meet PROJECT schedules, ENGINEER's opinion of probable costs and of PROJECT schedules shall be made on the basis of experience and qualifications as a professional engineer. ENGINEER does not guarantee that proposals, bids, or actual PROJECT costs will not vary from ENGINEER's cost estimates.

ARTICLE 12 - REUSE OF DOCUMENTS

Upon OWNER's request ENGINEER shall furnish OWNER with deliverables and/or other data on electronic media. All documents, including but not limited to, drawings, specifications and computer software prepared by ENGINEER pursuant to this AGREEMENT are instruments of Service in respect to the PROJECT. Said documents are not intended or represented to be suitable for reuse by OWNER or others on extensions of the PROJECT or on any other PROJECT.

ARTICLE 13 - TERMINATION

This AGREEMENT may be terminated by either party upon written notice in the event of substantial failure by the other party to perform in accordance with the terms of this AGREEMENT. The non-performing party shall have fifteen (15) calendar days from the date of the termination notice to cure or to submit a plan for cure acceptable to the other party.

OWNER may terminate or suspend performance of this AGREEMENT for OWNER's convenience upon written notice to ENGINEER. ENGINEER shall terminate or suspend performance of the SERVICES on a schedule acceptable to OWNER. If termination or suspension is for OWNER's convenience, OWNER shall pay ENGINEER for all the SERVICES performed to date, amount not to exceed the normal fee amount due for the SERVICES rendered and termination or suspension expenses. Upon restart, an equitable adjustment shall be made to ENGINEER's compensation.

ARTICLE 14 - DELAY IN PERFORMANCE

Neither OWNER nor ENGINEER shall be considered in default of this AGREEMENT for delays in performance caused by circumstances beyond the reasonable control of the non-performing party. For purposes of this AGREEMENT, such circumstances include, but are not limited to abnormal weather conditions; floods; earthquakes; fire; epidemics; war; riot and other civil disturbances; strikes, work slowdowns and other labor disturbances; sabotage; judicial restraint; and inability to procure permits, licenses, or authorizations from any local, state, or

federal agency for any of the supplies, materials, accesses, or SERVICES required to be provided by either OWNER or ENGINEER under this AGREEMENT.

Should such circumstances occur the non-performing party shall, within a reasonable period after being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this AGREEMENT.

ARTICLE 15 - COMMUNICATIONS

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

ENGINEER: Garrett McMichael, PE
Halff
201 David L Boren Blvd, Suite 280
Norman, OK 73072
501.653.7529
gmcmichael@halff.com

OWNER: Ken Giannone, PE, Capital Projects Engineer
City of Norman – Utilities Department
225 N Webster Avenue
P.O. Box 370
Norman OK 73069 / 73070
405-366-5377
kenneth.giannone@normanok.gov

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

ARTICLE 16 - WAIVER

A waiver by either OWNER or ENGINEER of any breach of this AGREEMENT shall be in writing. Such a waiver shall not affect the waiving party's rights with respect to any other or further breach.

ARTICLE 17 - SEVERABILITY

The invalidity, illegality, or unenforceability of any provision of this AGREEMENT or the occurrence of any event rendering any portion or provision of this AGREEMENT void shall in no way affect the validity or enforceability of any other portion or provision of this AGREEMENT. Any void provision shall be deemed severed from this AGREEMENT, and the balance of this AGREEMENT shall be construed and enforced as if this AGREEMENT did not contain the particular portion or provision held to be void. The parties further agree to amend this AGREEMENT to replace any stricken provision with a valid Provision that comes as close as possible to the intent of the stricken provision. The provisions of this Article shall not prevent this entire AGREEMENT from being void should a provision, which is of the essence of this AGREEMENT, be determined void.

ARTICLE 18 – NON-DISCRIMINATION

In connection with the performance of work under this contract, the ENGINEER agrees as follows:

A. The ENGINEER agrees not to discriminate against any employee or applicant for employment because of race, color, religion, ancestry, national origin, age, place of birth, disability, sex, sexual orientation, gender identity or expression, familial status, or marital status, including marriage to a person of the same sex. The ENGINEER shall take affirmative action to ensure that employees are treated without regard to their race, color, religion, ancestry, national origin, age, place of birth, disability, sex, sexual orientation, gender identity or expression, familial status, or marital status, including marriage to a person of the same sex. Such actions shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruiting or recruitment, advertising, lay-off, termination, rates of pay or other forms of compensation, and

selection for training, including apprenticeship. The ENGINEER and any companies subcontracted shall agree to post in a conspicuous place, available to employees and applicants for employment, notices to be provided by the City Clerk of the City of Norman setting forth the provisions in this section.

B. In the event of the ENGINEER's noncompliance with this nondiscrimination clause, the contract may be canceled or terminated by the City Council. The ENGINEER may be declared by the City Council ineligible for further contracts with the said agency until satisfactory proof of intent to comply shall be made by the ENGINEER.

C. The ENGINEER agrees to include this nondiscrimination clause in any subcontracts connected with the performance of this agreement.

ARTICLE 19 - INTEGRATION

This AGREEMENT represents the entire and integrated AGREEMENT between OWNER and ENGINEER. It supersedes all prior and contemporaneous communications, representations, and agreements, whether oral or written, relating to the subject matter of this AGREEMENT. This AGREEMENT, including its attachments and schedules, may only be changed by a written amendment executed by both parties. The following attachments and schedules are hereby made a part of this AGREEMENT:

Attachment A - Schedule
Attachment B - Scope of Services
Attachment C - Compensation
Exhibit 1 – Project Location Map

ARTICLE 20 - SUCCESSORS AND ASSIGNS

OWNER and ENGINEER each binds itself and its directors, officers, partners, successors, executors, administrators, assigns, and legal representatives to the other party to this AGREEMENT and to the directors, officers, partners, successors, executors, administrators, assigns, and legal representatives of such other party in respect to all provisions of this AGREEMENT.

ARTICLE 21 - ACKNOWLEDGEMENT

If ENGINEER has 10 or more full-time employees during the term of this Agreement, and this Agreement has a value of one hundred thousand dollars ($100,000) or more, ENGINEER hereby represents, warrants, and covenants to the OWNER that, in accordance with and pursuant to 21 O.S. § 1289.31 (i) it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association, and (ii) will not discriminate against a firearm entity or firearm trade association during the term of this Agreement.

IN WITNESS WHEREOF, OWNER and ENGINEER have executed this AGREEMENT.

DATED this _____ day of _____ 20_____.

HALFF

ATTEST

By: Amanda Newbery

Title: Vice President

Corporate Secretary

STATE OF Oklahoma, COUNTY OF Cleveland SS:

Before me, the undersigned, a Notary Public in and for said Amanda Newbery of the Halff Associates, Inc., its Vice President, to me known to be the identical person(s) who executed the foregoing Agreement for Engineering Services Contract K-2526-112 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 24th day of March, 20 26

My Commission Expires: 08/05/26

Notary Public: Pamella L. Thomas

PAMELLA L. THOMAS
NOTARY PUBLIC
STATE OF OKLAHOMA
Commission # 14006855 Expires 08/05/26

Norman Utilities Authority- OWNER

APPROVED as to form and legality this 6 day of April, 20 26.

City Attorney

APPROVED by the Trustees of the Norman Utilities Authority this _____ day of _____, 20_____.

ATTEST

By: _____

Title: _____

ATTACHMENT A

SCHEDULE

Task	Description	Time (Calendar Days)
1.0	Preliminary Design	90
2.0	Final Design	60
3.0	Bidding	45*
4.0	Limited Construction Administration	210**
5.0	Record Drawings/Documents	30

*Dependent on OWNER's bidding phase schedule.

**Dependent on CONTRACTOR's schedule for the Work.

ATTACHMENT B
SCOPE OF SERVICES

General Project Scope:

The general scope of work for this project will be the development of construction plans for the water line replacement for Project WA0388, Carter Water Line Replacement. All design and construction requirements of the City of Norman will be followed for the replacement of approximately 5,330 linear feet of 6 and 12-inch water line on Carter Ave., Hayes St., Mosier St., Cockrel Ave., and Oliver St. It is understood the scope of work will encompass, but not be limited to: research of existing public and private utility owners; development of preliminary construction plans; identification of potential construction issues and preliminary estimated construction costs; participation in a preliminary review meeting with staff and other stakeholders; completion of final construction plans for review; participate in a final review meeting with staff; prepare bid documents for the owner to advertise and take competitive bids; provide limited construction administration support services; and the culmination of the project by the delivery of as-built plans.

The following are intended with this project:

1. The existing 6" water lines will be replaced and upsized to 8". The existing 12" water lines will be replaced with 12" water lines.
2. All existing service lines will be replaced to the meter and the contractor will be required to identify the service line materials during construction prior to replacement.
3. No Crossing of Robinson Street at either Carter or Cockrel will be required.

Task 1 – Preliminary Design

The Engineer will provide preliminary design services for the project including:

1. Coordinate and hold a project kickoff meeting with the owner to outline the project scope and anticipated project schedule. The meeting will include gathering of project expectations by the owner staff members and the design team;
2. Conduct a field reconnaissance of the project area looking at above ground features and potential construction issues;
3. The design will utilize GIS mapping data available via OWNER's public GIS portal for the base of the construction plans. No topographic/design/boundary survey is included with these services.
4. Prepare Preliminary Construction Plans (65% Complete) for review by the owner. The preliminary construction plans will show the existing topographical ground features, existing utilities, existing and proposed water lines, domestic and fire service reconnections, detailed designs for tie-ins and intersections at zoomed scales, restoration requirements, any additional right-of-way or easements required for construction, and preliminary construction quantities;
5. Prepare preliminary construction cost estimate;
6. Participate in review meeting with Owner.
7. A geotechnical investigation is not included in these services.

Task 2 – Final Design

The Engineer will provide final design services including:

1. Incorporate review comments from 65% plan review;
2. Prepare construction plans, specifications, and supporting documents for the project; The final construction plans will include, but are not limited to:
    a. Title sheet
    b. Location map

   c. Estimated quantities and pay items
   d. General construction notes
   e. Construction quantity summary sheets
   f. Plan and profile sheets
   g. Construction detail sheets
   h. Erosion control notes, as needed
3. Participate in review meeting for final plans;
4. Incorporate final comments;
5. Prepare Engineer's Estimate for the proposed project;
6. Prepare DEQ Engineering Report form for City submittal to DEQ; and
7. Issue final construction plans and specifications signed and sealed by a licensed Oklahoma professional engineer for Owner approval.

Task 3 – Bidding

The Engineer will provide bidding services for the project including the following:

1. Distribute electronic plans to prospective bidders and maintain plan holder list;
2. Hold pre-bid meeting including preparation of agenda and minutes;
3. Issue addenda as required;
4. Prepare Engineer's Estimate for the proposed project incorporating addenda;
5. Review bids, prepare bid tabulation, and provide contract award recommendation; and
6. Provide conformed contract documents in electronic (PDF) format.

Task 4 – Limited Construction Administration

The owner will provide the overall project management and on-site construction inspection for the duration of the project's construction. The Engineer will provide limited construction administration and assist the owner in monitoring the construction progress for the project as follows:

1. Coordinate and lead a pre-construction meeting;
2. Review and approve all shop drawings and material submittals;
3. Review and respond to all requests for information (RFI's);
4. Review and approve monthly and final pay claims;
5. Prepare documentation related to change orders and/or contract amendments directly related to the design;
6. Attend monthly project meetings, when requested;
7. Participate in final inspection and prepare punch list;
8. Participate in punch list inspection; and
9. Provide recommendation to accept upon completion of the work in accordance with the contract documents.

Task 5 – As-Built Drawings/Documents

Upon completion of construction and acceptance of the project by the owner, the Engineer will:

1. Update the original construction plans to reflect the project's actual construction. The as-built plans will reflect the owner provided mark-ups that will be provided by the owner and/or contractor to the Engineer at the final inspection. All changes and deviations from the original construction plans will be highlighted in red ink in accordance with standard drafting practices.
2. The Engineer will provide all as-built drawing files, in the most current AutoCAD format, as well as electronic copy (PDF file format) of the as-built plans and GIS layers for new water lines and appurtenances

Additional Services

These services are not included in the basic services but can be provided upon authorization by the Owner.

1. "Additional Services" will include any engineering efforts not described by the scope of services and/or not necessary to complete a biddable and constructible design as described by this contract. Such services may include but are not necessarily limited to, SUE Level A and Level B, and preparation of easement acquisition documents.
2. Additional services may only be billed with advance written approval of Owner.
3. If all or any portion of the "Additional Services" fee is not used during the project, that remaining fee will not be paid out and will instead be deleted from the contract upon completion of the Work.
4. Engineer will notify Owner if requested additional services will exceed the fees remaining in Additional Services fee and will not proceed without an executed Contract Amendment covering additional scope, fee, and schedule.
5. Additional services requested by the Owner may be subject to time extension, as agreed to by both the OWNER and the ENGINEER If required under "Additional Services":
    a. Sue Level A will cost $3,900 per testhole
    b. Sue Level B will cost $7,015 per locate
        i. A locate includes underground utilities within approximately 100 lf of ground
    c. Easement Documents
        i. Permanent Easement Documents will cost $1,500 per easement document
        ii. Temporary Easement Documents will cost $1,500 per easement document
        iii. These costs do not include:
            (a) Topographic surveys
            (b) Boundary surveys
            (c) Easement staking
            (d) Survey data sheets
            (e) Other easement types
6. Other Additional Services that can be provided upon negotiated scope and fee and authorization by the Owner include, but are not limited to:
    a. Topographic Survey
    b. Boundary Survey
    c. Easement Staking
    d. Construction Staking
    e. Geotechnical Investigation
    f. Environmental Services
    g. Inspection Services
    h. ODEQ Permitting Services in excess of DEQ Engineering Report form
    1. Water System Modeling

ATTACHMENT C
COMPENSATION

The OWNER will compensate the ENGINEER 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:

Task	Task Description	Total Fee Amount
1	Preliminary Engineering – Design/meetings/OPCC	$35,000.00
2	Final Design	$40,000.00
3	Bidding	$10,000.00
4	Limited Construction Administration	$10,000.00
5	As-Built Drawings/Documents	$5,000.00
6	Additional Services	$7,500.00
	Total	**$107,500.00**

ENGINEER may submit interim statements, not to exceed one per month, for partial payment for SERVICES rendered. The statements to OWNER will be by task for the percentage of work actually completed. The OWNER shall make interim payments within 30 calendar days in response to ENGINEER's interim statements.



Water Line Replacements (WA0388): Carter Ave, Hayes St, Mosier St, Cockrel Ave, and Oliver St

Map Produced by the City of Norman Geographic Information System.

The City of Norman assumes no responsibility for errors or omissions in the information presented.

0 400 800 Feet

March 20, 2025

N W E S

Project Area

Water Main

File Attachments for Item:

24. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-117: A CONTRACT BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND STV, INC, IN THE AMOUNT OF $140,961 FOR ENGINEERING SERVICES FOR THE FLOOD WATER LINE REPLACEMENT FROM FRANKLIN TO HUETTNER PROJECT (WARD 8)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 04/14/2026

REQUESTER: Nathan Madenwald, Utilities Engineer

PRESENTER: Nathan Madenwald, Utilities Engineer

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF CONTRACT K-2526-117: A CONTRACT BY AND BETWEEN THE NORMAN UTILITIES AUTHORITY AND STV, INC, IN THE AMOUNT OF $140,961 FOR ENGINEERING SERVICES FOR THE FLOOD WATER LINE REPLACEMENT FROM FRANKLIN TO HUETTNER PROJECT (WARD 8)

BACKGROUND:

The existing 12-inch water line along Flood Avenue has experienced multiple failures impacting service to customers. This line was installed in the 1950s with replacement from Robinson Street to Franklin Road completed in 2022. The section of line from Franklin Road north is still in need of replacement. This project will replace the line from Franklin Road north to Huettner Road which is the south extent of the area to be impacted by the interchange modifications for the East-West OTA Connector and Interstate 35. The project includes the replacement of approximately 3,500 linear feet of 12-inch water line to improve system reliability and reduce future maintenance needs.

On July 17, 2025, the Norman Utilities Authority (NUA) issued Request for Qualifications (RFQ) 2526-8 to engineering firms for various water and wastewater infrastructure projects. STV, Inc. (STV) was selected to provide professional engineering services for the Flood Water Line Replacement from Franklin to Huettner (Project WA0338).

DISCUSSION:

This contract provides for STV to perform the following services:

1. Preliminary Design Phase;
2. Final Design Phase;
3. Bid Phase Services;
4. Limited Construction Administration; and
5. Production of As-Built Record Documents.

The total fee for this work is $140,961. Funding for this work will be from the Classen/Flood from Highway 9 to Indian Hills Water Line Replacement design account (Account No. 31996683-46201 / Project WA0338) which has an available balance of $425,250.

RECOMMENDATION:

Staff recommends that NUA approve Contract K-2526-117 between the NUA and STV, Inc., in the amount of $140,961, for engineering services for the Flood Water Line Replacement from Franklin to Huettner Project.

AGREEMENT

FOR

ENGINEERING SERVICES

This AGREEMENT, between the Norman Utilities Authority (OWNER) and STV Inc. (ENGINEER);

WITNESSETH

WHEREAS, OWNER intends to intends to replace approximately 3,500 feet of existing waterline along the eastern side of Flood Avenue just south of Franklin Road north to Huettner Drive and associated inter-connections and appurtenances. This PROJECT, the Flood Avenue Waterline Replacement, will replace approximately 3,500 feet of 12-inch waterline from just south of Franklin Road to Huettner Drive.

WHEREAS, OWNER requires survey, design and engineering services in connection with the PROJECT (the SERVICES); and,

WHEREAS, ENGINEER is prepared to provide said SERVICES; and.

NOW THEREFORE, in consideration of the promises contained in this AGREEMENT, OWNER and ENGINEER agree as follows:

ARTICLE 1 - EFFECTIVE DATE

The effective date of this AGREEMENT shall be _____.

ARTICLE 2 - COMPLETION DATE

ENGINEER shall complete the SERVICES in accordance with Attachment A, Project Schedule.

ARTICLE 3 - GOVERNING LAW

The laws of the state of Oklahoma shall govern this AGREEMENT.

ARTICLE 4 - SERVICES TO BE PERFORMED BY ENGINEER

ENGINEER shall perform the SERVICES described in Attachment B, Scope of Services.

ARTICLE 5 - COMPENSATION

OWNER shall pay ENGINEER in accordance with Attachment C, Compensation.

ARTICLE 6 - OWNER'S RESPONSIBILITIES

6.1. OWNER-Furnished Data: Upon request, OWNER will provide to ENGINEER all data in OWNER's possession relating to ENGINEER's SERVICES on the PROJECT. Such data may include electronic data available from the OWNER's Geographic Information System (GIS), data generated by OWNER's water distribution system model and existing water quality data. ENGINEER will reasonably rely upon the accuracy, timeliness, and completeness of the information provided by OWNER. OWNER's data is provided for temporary use or copying by ENGINEER.

6.2. Access to Facilities and Property: OWNER will make its facilities accessible to ENGINEER as required for ENGINEER's performance of its SERVICES.

6.3. Timely Review: OWNER will examine ENGINEER's studies, reports, sketches, drawings, specifications, proposals, and other documents; and transmit OWNER comments or other decisions to ENGINEER in a timely manner.

6.4. Meetings: OWNER will participate in monthly progress meetings or other meetings with ENGINEER or contractor(s) defined in Scope of Services.

6.5. Advertisements, Permits, and Access: Unless otherwise agreed to in the Scope of Services, OWNER will obtain, arrange, and pay for all advertisements for bids; permits and licenses required by local, state, or federal authorities; and land, easements, rights-of-way, and access necessary for ENGINEER's SERVICES or PROJECT construction.

6.6. Hazardous Substances: Unless otherwise provided in this Agreement, Contractor shall have no responsibility for the discovery, presence, handling, removal, disposal of, or exposure of persons to hazardous material or waste in any form at the Project site. If hazardous substances in any form are encountered or suspected, ENGINEER will stop its own work in the affected portions of the PROJECT to permit testing and evaluation. ENGINEER will, if requested by OWNER, conduct tests to determine the extent of the problem and will perform the necessary studies and recommend necessary remedial measures at an additional fee with contract terms to be negotiated.

ARTICLE 7 - STANDARD OF CARE

ENGINEER shall exercise the same degree of care skill and diligence in the performance of the SERVICES as is ordinarily possessed and exercised by a professional engineer under similar circumstances. ENGINEER shall correct the SERVICES that fail to satisfy this standard of care. No warranty, express or implied is included in this AGREEMENT or in any drawing, specifications, report or opinion produced pursuant to this AGREEMENT.

ARTICLE 8 - LIABILITY AND INDEMNIFICATION

8.1 General. Having considered the potential liabilities that may exist during the performance of the SERVICES, the benefits of the PROJECT, the ENGINEER's fee for the SERVICES and in consideration of the promises contained in this AGREEMENT, OWNER and ENGINEER agree to allocate and limit such liabilities in accordance with this Article.

8.2 Indemnification and Liability. The ENGINEER agrees to indemnify and hold harmless the OWNER, its officers, servants, and employees, from and against legal liability for all claims, losses, damage, cost, and expense (including reasonable attorneys' fees and accountants' fees) caused by a negligent act, error, or omission of the ENGINEER in the performance of services under this Agreement. OWNER agrees to indemnify and hold harmless the ENGINEER, its officers, servants, and employees, from and against legal liability for all claims, losses, damage, cost, and expense (including reasonable attorneys' fees and accountants' fees) caused by a negligent act, error, or omission of the OWNER in the performance of services under this Agreement, provided such indemnification shall be applicable only to the extent sovereign immunity has been waived pursuant to Oklahoma law. The ENGINEER and the OWNER each agree to promptly service notice on the other party of any claims arising hereunder, and shall cooperate in the defense of such claims. The acceptance by OWNER or its representatives of any certification of insurance providing for coverage other than as required in this Agreement to be furnished by the ENGINEER shall in no event be deemed a waiver of any of the provisions of this indemnity provision. None of the foregoing provisions shall deprive the OWNER of any action, right, or remedy otherwise available to OWNER at common law.

8.3 Employee Claims. ENGINEER shall indemnify OWNER against legal liability for damages arising out of claims for bodily injury or property damage by ENGINEER's employees. To the extent permitted by applicable law, OWNER shall indemnify ENGINEER against legal liability for damages arising out of claims for bodily injury or property damage by OWNER's employees.

8.4 Survival. Upon completion of all SERVICES obligations and duties provided for in this AGREEMENT or if this AGREEMENT is terminated for any reason the terms and conditions of this Article shall survive.

ARTICLE 9 - INSURANCE

During the performance of the SERVICES under this AGREEMENT ENGINEER shall maintain the following insurance:

9.1 Worker's compensation insurance for ENGINEER's employees as required by Oklahoma Workers Compensation Statutes.

9.2 Comprehensive general liability insurance with a minimum of $1,000,000 per each occurrence and $2,000,000 aggregate.

9.3 Comprehensive automobile liability insurance with a minimum of $1,000,000 combined limit.

9.4 Professional Liability (errors and omissions) insurance providing a minimum policy value of $2,000,000 aggregate.

ENGINEER shall furnish OWNER certificates of insurance that shall include a provision that such insurance shall not be canceled without at least thirty days written notice to OWNER. All PROJECT contractors shall be required to include OWNER and ENGINEER as additional insured on their General Liability Insurance policies.

ENGINEER and OWNER each shall require its insurance carriers to waive all rights of subrogation against the other and its directors, officers, partners, commissioners, officials, agents and employees for damages covered by property insurance during and after the SERVICES. A similar provision shall be incorporated into all contractual arrangements entered into by OWNER and shall protect OWNER and ENGINEER to the same extent.

ARTICLE 10 - LIMITATIONS OF RESPONSIBILITY

ENGINEER shall not be responsible for: (1) construction means, methods, techniques, sequences, procedures or safety precautions and programs in connection with the PROJECT; (2) the failure of any contractor, subcontractor, vendor or other PROJECT participant, not under contract to ENGINEER, to fulfill contractual responsibilities to the OWNER or to comply with federal, state or local laws, regulations, and codes; or (3) procuring permits, certificates and licenses required for any construction unless such responsibilities are specifically assigned to ENGINEER in Attachment B, Scope of Services.

ARTICLE 11 - OPINIONS OF COST AND SCHEDULE

Since ENGINEER has no control over the cost of labor, materials or equipment furnished by others or over the resources provided by others to meet PROJECT schedules, ENGINEER's opinion of probable costs and of PROJECT schedules shall be made on the basis of experience and qualifications as a professional engineer. ENGINEER does not guarantee that proposals, bids, or actual PROJECT costs will not vary from ENGINEER's cost estimates.

ARTICLE 12 - REUSE OF DOCUMENTS

Upon OWNER's request ENGINEER shall furnish OWNER with deliverables and/or other data on electronic media. All documents, including but not limited to, drawings, specifications and computer software prepared by ENGINEER pursuant to this AGREEMENT are instruments of Service in respect to the PROJECT. Said documents are not intended or represented to be suitable for reuse by OWNER or others on extensions of the PROJECT or on any other PROJECT.

ARTICLE 13 - TERMINATION

This AGREEMENT may be terminated by either party upon written notice in the event of substantial failure by the other party to perform in accordance with the terms of this AGREEMENT. The non-performing party shall have fifteen (15) calendar days from the date of the termination notice to cure or to submit a plan for cure acceptable to the other party.

OWNER may terminate or suspend performance of this AGREEMENT for OWNER's convenience upon written notice to ENGINEER. ENGINEER shall terminate or suspend performance of the SERVICES on a schedule acceptable to OWNER. If termination or suspension is for OWNER's convenience, OWNER shall pay ENGINEER for all the SERVICES performed to date, amount not to exceed the normal fee amount due for the SERVICES rendered and termination or suspension expenses. Upon restart, an equitable adjustment shall be made to ENGINEER's compensation.

ARTICLE 14 - DELAY IN PERFORMANCE

Neither OWNER nor ENGINEER shall be considered in default of this AGREEMENT for delays in performance caused by circumstances beyond the reasonable control of the non-performing party. For purposes of this AGREEMENT, such circumstances include, but are not limited to abnormal weather conditions; floods; earthquakes; fire; epidemics; war; riot and other civil disturbances; strikes, work slowdowns and other labor disturbances; sabotage; judicial restraint; and inability to procure permits, licenses, or authorizations from any local, state, or federal agency for any of the supplies, materials, accesses, or SERVICES required to be provided by either OWNER or ENGINEER under this AGREEMENT.

Should such circumstances occur the non-performing party shall, within a reasonable period after being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this AGREEMENT.

ARTICLE 15 - COMMUNICATIONS

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

ENGINEER: Jeff Speer
STV Inc.
2000 N. Classen Blvd., Suite 1410
Oklahoma City / Oklahoma / 73106
405-249-1245
jeff.speer@stvinc.com

OWNER: Nathan Madenwald, Utilities Engineer
City of Norman – Utilities Department
225 N Webster Avenue
P.O. Box 370
Norman OK 73069 / 73070
405-366-5426
nathan.madenwald@normanok.gov

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

ARTICLE 16 - WAIVER

A waiver by either OWNER or ENGINEER of any breach of this AGREEMENT shall be in writing. Such a waiver shall not affect the waiving party's rights with respect to any other or further breach.

ARTICLE 17 - SEVERABILITY

The invalidity, illegality, or unenforceability of any provision of this AGREEMENT or the occurrence of any event rendering any portion or provision of this AGREEMENT void shall in no way affect the validity or enforceability of any other portion or provision of this AGREEMENT. Any void provision shall be deemed severed from this AGREEMENT, and the balance of this AGREEMENT shall be construed and enforced as if this AGREEMENT did not contain the particular portion or provision held to be void. The parties further agree to amend this AGREEMENT to replace any stricken provision with a valid Provision that comes as close as possible to the intent of the stricken provision. The provisions of this Article shall not prevent this entire AGREEMENT from being void should a provision, which is of the essence of this AGREEMENT, be determined void.

ARTICLE 18 – NON-DISCRIMINATION

In connection with the performance of work under this contract, the ENGINEER agrees as follows:

A. The ENGINEER agrees not to discriminate against any employee or applicant for employment because of race, color, religion, ancestry, national origin, age, place of birth, disability, sex, sexual orientation, gender identity or expression, familial status, or marital status, including marriage to a person of the same sex. The

ENGINEER shall take affirmative action to ensure that employees are treated without regard to their race, color, religion, ancestry, national origin, age, place of birth, disability, sex, sexual orientation, gender identity or expression, familial status, or marital status, including marriage to a person of the same sex. Such actions shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruiting or recruitment, advertising, lay-off, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The ENGINEER and any companies subcontracted shall agree to post in a conspicuous place, available to employees and applicants for employment, notices to be provided by the City Clerk of the City of Norman setting forth the provisions in this section.

B. In the event of the ENGINEER's noncompliance with this nondiscrimination clause, the contract may be canceled or terminated by the City Council. The ENGINEER may be declared by the City Council ineligible for further contracts with the said agency until satisfactory proof of intent to comply shall be made by the ENGINEER.

C. The ENGINEER agrees to include this nondiscrimination clause in any subcontracts connected with the performance of this agreement.

ARTICLE 19 - INTEGRATION

This AGREEMENT represents the entire and integrated AGREEMENT between OWNER and ENGINEER. It supersedes all prior and contemporaneous communications, representations, and agreements, whether oral or written, relating to the subject matter of this AGREEMENT. This AGREEMENT, including its attachments and schedules, may only be changed by a written amendment executed by both parties. The following attachments and schedules are hereby made a part of this AGREEMENT:

Attachment A - Schedule
Attachment B - Scope of Services
Attachment C - Compensation
Exhibit 1 – Project Location Map

ARTICLE 20 - SUCCESSORS AND ASSIGNS

OWNER and ENGINEER each binds itself and its directors, officers, partners, successors, executors, administrators, assigns, and legal representatives to the other party to this AGREEMENT and to the directors, officers, partners, successors, executors, administrators, assigns, and legal representatives of such other party in respect to all provisions of this AGREEMENT.

ARTICLE 21 - ACKNOWLEDGEMENT.

If ENGINEER has 10 or more full-time employees during the term of this Agreement, and this Agreement has a value of one hundred thousand dollars ($100,000) or more, ENGINEER hereby represents, warrants, and covenants to the OWNER that, in accordance with and pursuant to 21 O.S. § 1289.31 (i) it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association, and (ii) will not discriminate against a firearm entity or firearm trade association during the term of this Agreement.

IN WITNESS WHEREOF, OWNER and ENGINEER have executed this AGREEMENT.

DATED this 31 day of March 2026.

STV Inc.

By: Marisa Vergara

Marisa Vergara

Title: Senior Vice President

ATTEST

Richard Taylor

Richard Taylor

Construction Manager

STATE OF Oklahoma, COUNTY OF Oklahoma, SS:

Before me, the undersigned, a Notary Public in and for said Marisa Vergara of the STV Inc., its Senior Vice President, to me known to be the identical person(s) who executed the Contract for Engineering Services 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 31 day of March, 2026.

My Commission Expires: 04-16-2027

Notary Public: Richard Taylor

RICHARD TAYLOR
NOTARY PUBLIC - STATE OF OKLAHOMA
MY COMMISSION EXPIRES APRIL 16, 2027
COMMISSION # 23005258

Norman Utilities Authority- OWNER

APPROVED as to form and legality this 6th day of April, 2026.

City Attorney

APPROVED by the Trustees of the Norman Utilities Authority this _____ day of _____, 20_____.

ATTEST

By: _____ _____

Title: _____ _____

ATTACHMENT A

SCHEDULE

Work Item:	Time to Complete
Task 1 - Preliminary Design: Technical Memorandum	8 weeks from NTP
Task 2 - Final Design: 50% Plans	8 weeks from receipt of approval of preliminary design
Task 2 – Final Design: 95% Plans	4 weeks from receipt of Client 50% plan comments
Task 2 – Final Design: 100% Plans	2 weeks receipt of Client 95% plan comments
Task 3 – Bidding Phase Services	Full bidding period when the project is advertised for bid
Task 4 – Construction Administration Services	Full project construction duration from Construction NTP
Task 5 – As-Built Record Documents	4 weeks from construction completion

ATTACHMENT B

SCOPE OF SERVICES

Norman Utilities Authority (OWNER) is contracting with STV (ENGINEER) to provide design services for the Flood Avenue Water Line Replacement (WA0338). This will include the replacement of approximately 3,500 linear feet of 12-inch waterline replacement from the existing 12-inch PVC waterline just south of Franklin Road north to Huettner Drive. This project will consist of the following phases of work with their associated tasks:

1. Preliminary Design – Technical Memorandum, Plan Sheets
2. Final Design – 50%, 95% and 100% Design Plans, Project Specifications, and OPCC for the waterline design.
3. Bid Phase Services
4. Construction Phase Services
5. As-Built / Record Document Services

Specific tasks for each phase are described in the following sections.

1. Preliminary Design Services

1.1. Topographic and Easements Survey:

1.1.1. Surveying will be conducted by the ENGINEER, or its qualified, licensed surveyor. Survey corridor will cover an approximate width of 100 feet and 3500 feet in length, centered on the assumed alignment. Survey scope of work will include the following tasks:

1.1.2. Utility coordination. Prior to commencing any topographic fieldwork, the surveyor will coordinate with, collect, and review available public and private utility records within the project limits. The surveyor will submit a utility locate request for the project limits to OKIE 811 at least 72 hours prior to survey. Contact members listed on the OKIE ticket, request utility atlas maps, and plot atlas maps as "per atlas map" if said maps are provided by the Utility Owner. Follow-up field activities will be performed as additional field markings are made by respective Utility Owners.

1.1.3. Right-of-Way and Property. Survey will locate and tie existing ROW, property lines and easements including type, size, volume and page, where applicable.

1.1.4. Survey will horizontally and vertically pick up visible surface features; drainage features; manholes; curbs; signs; sidewalks; building locations; fences/retaining walls; trees and/or tree lines; roadways; railways; and city, county and franchise utilities (as provided by OKIE 811 utility locate request) visible and marked within the project area.

1.1.5. Methods and precision. Survey coordinates will be reported on the NGS Oklahoma State Plane Coordinate System, South Zone, NAD83 for Horizontal and NAVD 88 Vertical. Horizontal and vertical control will be set using multiple observed RTK with averages. Survey to conform to and with the Oklahoma Minimum Standards as defined in the Oklahoma State Board of Licensure for Professional Engineers and Land Surveyors INSTRUCTION MANUAL FOR TOPOGRAPHIC AND PLANIMETRIC MAPPING.

1.1.6. Surveyor will research boundaries, subdivision plats, rights-of-way (ROW) and easements of which the surveyor has knowledge, which may affect the physical boundaries of the project. Easements with volume and page numbers will be identified and labeled in the survey submittal. Research will include public record resources, including but not limited to: county records; ODOT records; franchise utility records (gas, telephone, electric, cable and others); ownership or easement records as available; and title/abstracting reports.

1.1.7. Deliverables

- Survey Data will be delivered as a Civil 3D file
- The above listed Exhibits
- Overall drawing with the pipeline alignment and right-of-way shown in AutoCAD 2000 format with control and PDF
- Electronic copy of each created Ownership Plat and Road Profile

1.2. Draft Technical Memorandum

1.2.1. The ENGINEER shall prepare a Technical Memorandum (TM) that includes a summary of the proposed alignment, utility coordination, easement requirements, permitting requirements, and other important design considerations. The TM shall also include:

- Preliminary plan view only sheets.
- Isolation valve locations
- Fire hydrant spacing
- Design and construction schedule

1.3. Final Technical Memorandum

1.3.1. After receiving input and comments from the OWNER, ENGINEER shall update and finalize the TM. ENGINEER shall deliver pdf electronic copy of the final technical memorandum to the OWNER.

2. FINAL DESIGN

2.1. Meetings

2.1.1. Upon approval of Technical Memo and the included preliminary plan sheets, the ENGINEER shall conduct one detailed design phase initiation meeting with the OWNER. In this meeting, the ENGINEER will review and confirm the scope, schedule, resources, and responsibilities. The ENGINEER and the OWNER will clarify and define the OWNER's expectations; requirements; equipment, valve, and piping preferences; and responsibilities for the Project.

2.1.2. The ENGINEER will conduct review workshops with the OWNER. The review workshops shall be at the 50% and 95% design milestones. The ENGINEER shall provide the following items no later than seven days prior to each review workshop: agenda, half-size (11"x17") drawings (PDF format), and specifications (PDF format).

2.1.3. The ENGINEER will conduct project team coordination meetings as requested by the OWNER.

2.1.4. The ENGINEER will conduct internal quality control (QC). OWNER may request documentation of QC activities at their discretion.

2.2. Geotechnical Engineering

2.2.1. Geotechnical investigation will occur on parcels where ROE has been obtained at the selected sites. Soil borings will be advanced in selected locations based on surface conditions, pre-existing geotechnical data and other factors. When possible, soil borings will be placed on public ROW. Samples will be acquired and laboratory tests will be conducted to provide engineering data necessary for the design.

2.2.2. The borings will be backfilled using bentonite grout. Pavement will be patched with either ready-mix concrete or asphalt cold patch to match the existing pavement. Actual work required will be refined as the PROJECT progresses. Billing will be based on actual work performed by the geotechnical subcontractor.

2.2.3. Geotechnical sub-consultant will provide a report with findings and design recommendations. Report will include up to (3) bores to an approximate depth of 15 feet (15') each, not to exceed $7950.00 Additional borings will be considered additional services.

2.3. 50% and 95% Design

2.3.1. The ENGINEER will prepare, for the approval by the OWNER, drawings and specifications setting forth in detail the requirements for the construction of the Project, which shall comply with all applicable laws, statutes, ordinances, codes, and regulations. The standard of care applicable to the ENGINEER's services will be the degree of skill and diligence normally employed by professional engineers or consultants performing the same or similar services at the time of such services are performed. The ENGINEER will re-perform any service not meeting this standard of care without additional compensation.

2.3.2. The 50% design package shall consist of the following items:

- General Sheets which will include a cover sheet, sheet index, project location map, quantities and pay items, construction pay item summary, general construction notes, survey coordination sheet, overall site plan, erosion control, details, and traffic control narrative & details (contractor to complete Traffic Control Plans)
- Plan and Profile sheets shall show the following: proposed plan/profile, pipe size, appurtenance locations, existing utilities and utility easements, and pertinent information needed to construct the project. Property lines, legal description (Lot Nos., Block Nos., and Addition Names) along with property ownership shall be provided on plan view.

2.3.3. The 95% Design package shall consist of the following items:

- All drawings finalized based on client review comments and technical workshops. Fee is based on the bidding documents including 20 sheets.
- Draft bidding set (manual) with all Norman Standard specifications listed and all supplementary specifications,

2.3.4. The ENGINEER will utilize the City of Norman's Standard Specifications and Construction Drawings (City Specifications) to the maximum extent possible. Additional technical specifications will be prepared as required to supplement the City Specifications.

2.4. Permitting and Utility Coordination

2.4.1. After completion of the 95% quality control review meeting and prior to the advertisement for bids, ENGINEER will provide contract documents and prepare an engineering design report to comply with ODEQ requirements to obtain a Permit to Construct. OWNER will electronically submit the application package to ODEQ for review. If necessary, incorporate modifications requested by ODEQ. The OWNER will be responsible for fees associated with the permitting process.

2.4.2. Submit plans as required to all private utility companies that may be affected by the project. Fee is based on submitting plans to the following utilities:

- Oklahoma Electric Cooperative

- Oklahoma Gas & Electric
- Oklahoma Natural Gas
- AT&T

2.5. 100% Design

2.5.1. ENGINEER will provide a written response to OWNER 95% comments and will modify documents incorporating required changes including, but not limited to, any ODEQ or private utility required changes. ENGINEER will provide the following sealed construction contract documents to OWNER: two (2) half-size (11"x17") drawing sets; two (2) specification sets; a Final OPCC and PDF files of the aforementioned documents.

3. BID PHASE SERVICES

3.1. Pre-Bid Activities

3.1.1. Assist the OWNER in the advertisement of the project for competitive bids.

3.1.2. Assist the OWNER in securing bids, preparing addenda, issuing notice to bidders and notifying construction news publications. The notice to bidders will be furnished to the OWNER for publication in the local news media. The cost for publications shall be paid by the OWNER. The ENGINEER will distribute bid documents, plans and specifications for the Project to prospective bidders via CivCast. Coordinate and conduct a pre-bid conference for the project for each bid package included in Basic Services.

3.1.3. In conjunction with the OWNER, ENGINEER will issue addenda in response to questions raised during the bidding process. ENGINEER will transmit addenda to all plan holders via CivCast.

3.1.4. Provide Engineer's Estimate if different from the Final OPCC.

3.2. Post-Bid Activities

3.2.1. Assist the OWNER in the opening and tabulation of bids for construction of project and recommend to the OWNER as to the proper action on all proposals received.

3.2.2. Assist the OWNER in coordinating the execution of the conformed contract documents. Provide conformed documents (plans and specifications) in electronic format (PDF OCR and CAD) via ftp site.

4. CONSTRUCTION PHASE SERVICES

4.1. Pre-Construction Conference and Monthly Progress Meetings

4.1.1. Conduct pre-construction conference and, in conjunction with the OWNER, issue clarifications in response to questions raised at the conferences. Agenda, minutes, and attendance will be completed by the ENGINEER.

4.1.2. Attend monthly progress meetings with the OWNER and the PROJECT contractor. Meet with OWNER staff and/or the City Council for PROJECT discussions, coordination and presentations as required by the OWNER.

4.2. Field Activities

4.2.1. Represent the OWNER in Non-Resident construction administration of the project. In this capacity, the construction administration duties shall not place any responsibility on ENGINEER for the techniques, sequences and methods of construction or the safety precautions incident thereto, and the ENGINEER will not be responsible or liable in any degree for the Contractor's failure to perform the construction work in accordance with the Contract Documents.

4.3. Construction Documentation

4.3.1. OWNER will manage all construction documentation.

4.3.2. Review samples, catalog data, schedules, shop drawings, geotechnical, laboratory, shop and mill tests of material and equipment and other data which the CONTRACTOR is required to submit for conformance with the design concept of the project and compliance with the information given by the Contract Documents.

4.3.3. Interpret the intent of the plans and specification for the OWNER and CONTRACTOR, responding to Requests for Information (RFI).

4.3.4. Review, evaluate and prepare documentation related to change orders as required.

4.3.5. Review testing laboratories' reports and inspection bureaus required for the testing or inspection of materials, factory testing, etc., for the project. The cost of such laboratory test or inspection shall be paid by the OWNER.

4.3.6. Accompany the OWNER in conducting one (1) final completion inspection of the PROJECT for conformance with the design concept of the PROJECT and general compliance with the contract documents, and review and comment on the certificate of completion and the recommendation for final payment to the Contractor. Prepare a list of deficiencies to be corrected by the contractor before final payment is released.

4.3.7. ENGINEER will review and comment on the certificate of completion and the recommendation for monthly progress payments to the CONTRACTOR. Verification of quantities and completion of work shall be the responsibility of the OWNER. OWNER will provide a copy of the approved pay application to the ENGINEER.

4.3.8. Review and comment on the certificate of completion and the recommendation for final payment to the CONTRACTOR following final inspection of the completed Project.

5. AS-BUILT RECORD DOCUMENTS

5.1. As-Built Record Documents

5.1.1. Revise contract drawings will indicate the work as constructed to include "red line" drawing set from the contractor and the 3rd Party Resident Representative Staff and all RFIs and change orders which may have modified the drawings. As-built Record Drawings will be submitted in PDF, CAD and GIS formats as applicable. No hardcopy will be required.

6. ADDITIONAL SERVICES

Additional Services shall only be provided upon prior written of the City. The Engineer may be directed to perform any, all or none of the following Additional Services that may include, but not be limited to, the following:

6.1 **Stakeholder Meetings**

6.1.1 ENGINEER will attend necessary meetings with stakeholders to coordinate design efforts and resolve potential conflicts.

6.2 Subsurface Utility Engineering

6.2.1 SUE Quality Level A test-holes will be billed at a $1500 per test-hole rate for necessary test-holes with a maximum of (3) test-holes.

6.2.2 SUE Quality Level C and D investigation for the project location will be considered additional services.

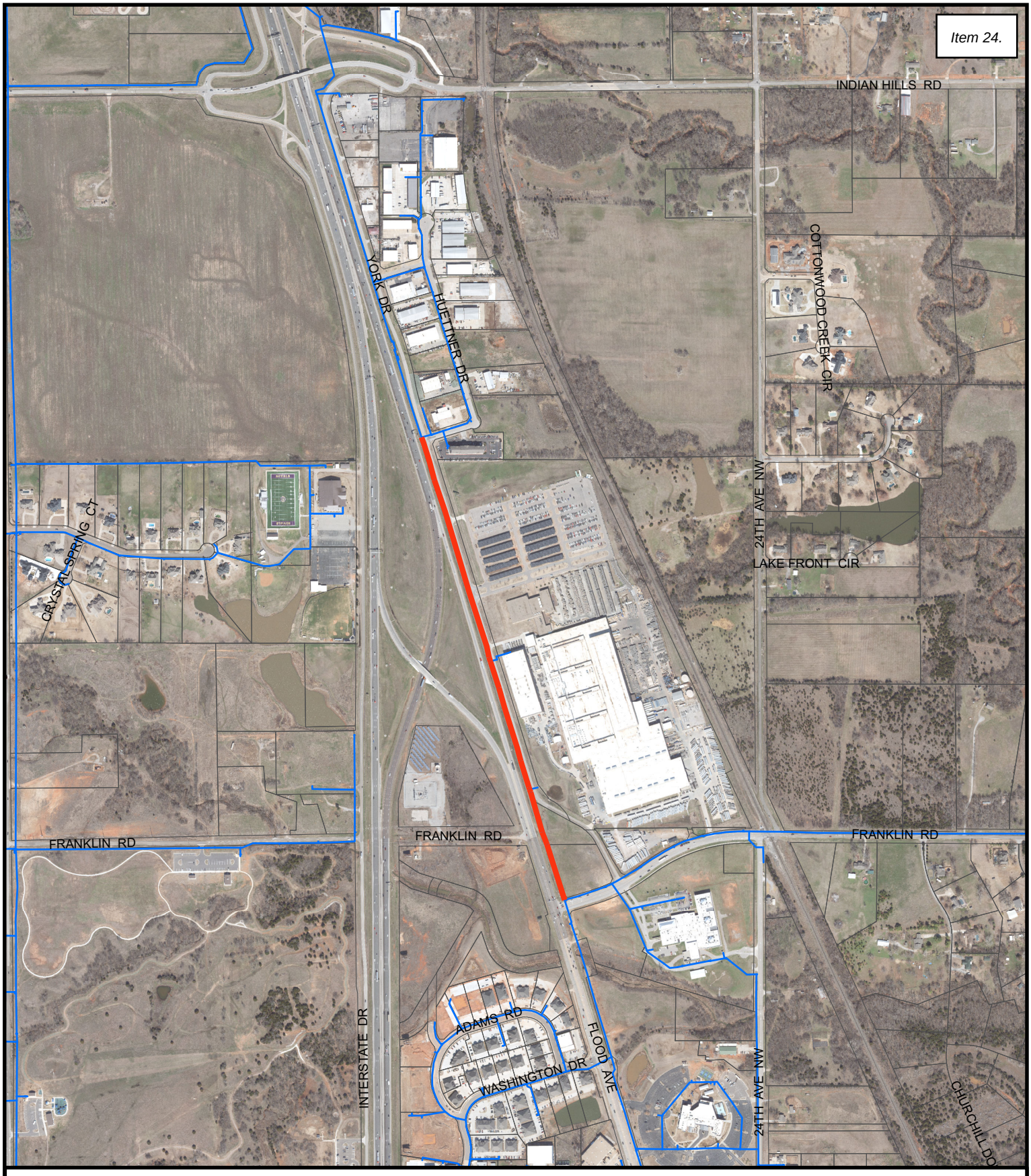
ATTACHMENT C

COMPENSATION

The OWNER will compensate ENGINEER 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:

Activity	Task Description	Lump Sum Amount
1	Preliminary Design Services	$45,659
2	Final Design Services	$61,120
3	Bid Phase Services	$5,099
4	Construction Phase Services	$14,106
5	As-Built Record Documents	$4,977
6	Additional Services	$10,000
Total		**$140,961**

The ENGINEER may submit interim statements, not to exceed one per month, for partial payment for SERVICES rendered. The statements to OWNER will be by task for the percentage of work actually completed. The OWNER shall make interim payments within 30 calendar days in response to ENGINEER's interim statements.



Flood Ave Water Line Replacement (WA0388) - Franklin Rd. to Huettner Dr.

Map Produced by the City of Norman Geographic Information System.

The City of Norman assumes no responsibility for errors or omissions in the information presented.

0 900 1,800 Feet

March 20, 2025

N W E S

Flood Ave Project Area

Water Mains

File Attachments for Item:

25. CONSIDERATION OF ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A GRANT THROUGH THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS (ACOG) PUBLIC FLEET CONVERSION GRANT PROGRAM IN THE AMOUNT OF $984,463 TO THE CITY OF NORMAN TO BE USED FOR TWO (2) NATURAL GAS DRIVEN COMPRESSORS AND FOUR (4) BEAM SOLAR CHARGERS; APPROVAL OF CONTRACT K2526-157 BETWEEN ACOG AND THE CITY OF NORMAN; AND BUDGET APPROPRIATIONS BY THE CITY OF NORMAN AND THE NORMAN UTILITIES AUTHORITY AS OUTLINED IN THE STAFF REPORT.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 04/14/2026

REQUESTER: Mike White, Fleet Program Manager
Michele Loudenback, Environmental and Sustainability Manager

PRESENTER: Scott Sturtz, Public Works Director

ITEM TITLE: CONSIDERATION OF ACCEPTANCE, APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A GRANT THROUGH THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS (ACOG) PUBLIC FLEET CONVERSION GRANT PROGRAM IN THE AMOUNT OF $984,463 TO THE CITY OF NORMAN TO BE USED FOR TWO (2) NATURAL GAS DRIVEN COMPRESSORS AND FOUR (4) BEAM SOLAR CHARGERS; APPROVAL OF CONTRACT K-2526-157 BETWEEN ACOG AND THE CITY OF NORMAN; AND BUDGET APPROPRIATIONS BY THE CITY OF NORMAN AND THE NORMAN UTILITIES AUTHORITY AS OUTLINED IN THE STAFF REPORT.

BACKGROUND:

Each year, the Association of Central Oklahoma Governments (ACOG) issues a Call for Projects for the Congestion Mitigation Air Quality (CMAQ) – Public Fleet Conversion Funding cycle. The grant program is designed to help cities implement clean fuel projects that strive toward the improvement of regional air quality.

Transportation, especially transportation that utilizes fossil fuels, is a significant source of precursors such as volatile organic compounds and nitrogen oxides, the gases that react to form ozone. Referred to as mobile source emissions, these precursors are emitted through vehicle exhaust and fuel evaporation, reacting to sunlight in windless conditions to create tropospheric ozone pollution. Research continues to demonstrate the effects of ozone pollution on all populations, but children, the elderly, and anyone with respiratory illnesses such as asthma are particularly vulnerable. Any reduction in ozone-forming emissions translates to increased quality of life for everyone in Central Oklahoma.

The CMAQ program was created by the Intermodal Surface Transportation Efficiency Act of 1991. It was continued by the Fixing America's Surface Transportation Act (FAST) in 2015. The FAST Act continued to provide funding for transportation projects and programs to meet the requirements of the Clean Air Act. The funding is available to reduce congestion and help improve air quality with respect to ozone, carbon monoxide, or particulate matter. For 2020, Central Oklahoma did not meet National Ambient Air Quality Standards for particulate matter and was close to nonattainment for ozone.

On February 24, 2009, the Norman City Council adopted the City's first Alternative Fuel Program, which strongly supports the acquisition and operation of alternative fuel vehicles (AFVs). This set the City's goal

to increase the usage of alternative fuel vehicles each year as technology allows, while monitoring each new technological advancement to suit the application and departmental needs. At that point, fully electric vehicles were not an option, but the technology has now advanced in this direction, and the City of Norman is still striving to be a leader in the implementation of alternative fuel technology. This is also in accordance with the "Ready for 100" resolution passed by Council on May 28, 2018, which set a goal of 100 percent renewable energy sources for transportation by 2050.

DISCUSSION:

On October 28, 2025, Council approved Resolution R-2526-65 and Resolution R-2526-69 to submit an application to the ACOG Public Fleet Conversion Grant Program for the purchase of (1) natural gas drive compressor and (4) Beam solar chargers. After years of use, the current gas drive has become obsolete, and parts availability is limited. The gas-drive compressor is used during power outages and during OG&E peak hours to reduce energy costs and serves as a redundancy compressor for the fueling station. The four Beam solar chargers will be used at different city maintenance facilities to charge the existing electric vehicles (EVs) in the fleet and will allow for future EV unit charging as they are added to the fleet.

On Thursday, February 12, 2026, ACOG approved a ranked list of projects for funding. Because the City of Norman had submitted multiple projects, these were grouped together as a single project, which was ranked second out of seven projects that received funding. Overall, ACOG awarded $984,463 to the City of Norman through this grant opportunity.

Of the anticipated total costs of $1,230,579 for this project, 80% ($984,463) would be provided in the Public Fleet Conversion Grant through ACOG and the remaining 20% ($246,116) would be provided in local match. The $984,463 in grant funding would be reimbursed to the City once the project is completed.

RECOMMENDATION:

1. Staff recommends that the City of Norman accept the ACOG Public Fleet Conversion Grant Funding in the amount of $984,463 to be used for one (1) CNG gas drive compressor and four (4) Beam solar charging stations.

2. Staff recommends approval of Contract K-2526-157 between ACOG and the City of Norman.

3. Staff recommends a budget appropriation by the City of Norman of $807,510 from the Capital Fund Balance (Account 50-29000) with $646,008 to CNG Fueling Compressors (Project BG0095, Account No. 22550480-46101 Construction) representing the grant portion and $161,502 to CNG Fueling Compressors (Project BG0095, Account No. 50594408-46101 Construction2) representing the match portion.

4. Staff recommends a budget appropriation by the Norman Utilities Authority of $423,069 from the Water Fund Balance (Account 31-29000) to ACOG Grant EV Charging Stations (Project DO1000, Account No. 31955330-46101 CONST31).

Grant # R1-2026 CITY OF NORMAN

PUBLIC FLEET CONVERSION GRANT CONTRACT
BETWEEN THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
AND
THE CITY OF NORMAN
(CFDA 20.205)

This Grant Contract, by and between the Association of Central Oklahoma Governments, hereinafter referred to as "ACOG" and the City of Norman., hereinafter referred to as the "Grantee," is for the provision of reimbursement of certain costs incurred for the purchase of one (1) CNG compressor and (4) Beam level 2 electric vehicle charging stations as further defined in the "SCOPE OF SERVICES."

Amount of Grant not to exceed: Nine hundred and eighty four thousand, four hundred and sixty three dollars ($984,463).

Grantee Federal Employer Identification: 73-6005334

A. SCOPE OF SERVICES

A.1. The Grantee shall provide all services and deliverables as required, described, and detailed by this Scope of Services and shall meet all service and delivery timelines specified in the Scope of Services section or elsewhere in this Grant Contract.

A.2. The intention of ACOG in awarding these grant funds is to seed the advancement of alternative fuel vehicles, certain hybrid vehicles, and alternative fuel infrastructure as delineated by the Federal Highway Administration's Congestion Mitigation Air Quality (CMAQ) and Carbon Reduction Program (CRP) funding guidelines within the Central Oklahoma region to reduce vehicle emissions and to support the Clean Air Act and its amendments. The State of Oklahoma considers ACOG a subrecipient of the federal funds it receives as reimbursement under this agreement. The Catalog of Federal Domestic Assistance (CFDA) number for this project is 20.205, title Highway Planning and Construction.

A.2.a. Grantee agrees that all equipment, parts, vehicles purchased with ACOG Public Fleet Conversion Grants funds, hereinafter referred to as "ACOG CLEAN AIR Public Fleet Grants," will be new and unused.

A.2.b. Funds are intended to defray costs related to the purchase one (1) CNG compressor and (4) Bean level 2 electric vehicle charging stations.

A.2.c. Except for circumstances described in Section D.8., Grantee agrees that any and all liability of any kind stemming from the purchase and use of these vehicles, or equipment, remains with and will be the sole responsibility of the Grantee.

A.2.d. Grantee shall be solely responsible for all ongoing maintenance of the vehicle(s) or equipment.

A.2.e. Grantee will check with ACOG to determine how to publicly mark vehicles and/or infrastructure equipment. Grantee will prominently and visibly mark all ACOG CLEAN AIR Public Fleet Grants-funded vehicles, fueling or charging station(s) in such a way that promotes

alternative fuels or clean fuel vehicle technology, and clean air. Acceptable station signage shall include station banners, flags, marquees, pump toppers and pump wraps or other prominent pump signage. Acceptable vehicle signage shall include vehicle wraps or partial wraps, prominent slogans affixed to the vehicles, and the like. This signage shall remain affixed to fuel dispensers, and vehicles until the grant-funded equipment and/or vehicles are retired from Grantee's fleet service.

A.2.f. Grantee will visibly and distinctly label all ACOG CLEAN AIR Public Fleet Grants-funded vehicles with the following: "Funded in partnership with ACOG" or "Funded in Partnership with (ACOG logo)."

A.2.g. Grantee will visibly and distinctly label all ACOG CLEAN AIR Public Fleet Grants-funded *infrastructure* project with the following: CLEAN AIR Fueling Project funded in partnership with the Association of Central Oklahoma Governments or CLEAN AIR Fueling Facility funded in partnership with the Association of Central Oklahoma Governments.

A.3. **Progress Reports:** Grantee shall provide to ACOG quarterly progress reports once the contract has been executed and a notice to proceed is issued. The quarterly reports should consist of a short summary of the status of the project and any issues that may have come up.

A.3.a. Project Completion: Once the project is operational/complete the grantee will provide ACOG notification that the project is operational/complete to ensure the tracking of annual reporting. Any missing quarterly reports or the notification that the project is operational/complete will delay the process of reimbursement.

A.4. **Annual Reports:** Grantee shall provide to ACOG a minimum of four (4) annual reports covering 12 full months of project operation. These reports are due each year after the project is complete and additional reporting should occur each year after on this date. The maximum number of required annual reports period shall not exceed five (5) years. Missing or late annual reports will delay the process of reimbursement.

A.4.a. Annual Reports for vehicle projects shall include annual odometer readings, annual fuel/electricity consumption records, any maintenance or repair records and costs other than normal, routine vehicle maintenance associated with each vehicle purchased with ACOG CLEAN AIR Public Fleet Grants funds.

A.4. b. Annual reports for fueling/charging infrastructure projects shall include the amount of fuel(s) or electricity dispensed at the station(s), the number of grantee owned vehicles refueling/charging at the station(s), maintenance and repair records and written documentation of all other cost associated with the station equipment and installation purchase with ACOG CLEAN AIR Public Fleet Grants funds.

B. GRANT CONTRACT TERMS

B.1. ACOG shall have no obligation for costs incurred by the Grantee outside the period commencing the date of the notice to proceed.

B.2. Reporting requirements as described in Sections A.4.,A.4.a A.4.b. of this Grant Contract shall be effective for the period commencing from the date of the notification to proceed from ACOG and ending no later than five years after project completion, herein after to as Part II of Contract

terms.

C. PAYMENT TERMS AND CONDITIONS

C.1. **Limitation of Liability**: In no event shall the maximum liability of ACOG under this Grant Contract exceed; Nine hundred and eighty four thousand, four hundred and sixty three dollars ($984,463).

C.2. **Payment Methodology**: The Grantee shall be reimbursed for Allowable Costs related to the purchase of one (1) dual DC fast charger and two (2) dual Level 2 electric vehicle charging stations as described in Section A.2.b., not to exceed the maximum liability established in Section C.1.

C.2.a. Allowable Costs are further defined as excluding any expenses such as personnel cost, land acquisition costs, administrative and legal expenses, appraisals, architectural and engineering fees, project inspection fees, site work, demolition and removal.

C.2.b. The grantee shall submit invoices accompanied by a bill of sale, retail sales order or other documentation as further described in Sections C.3.a through C.3.d, within 30 days of project completion.

C.3. **Invoice Requirements**: Grantee shall invoice ACOG with all necessary and supporting documentation, to:

ACOG
Attention: David Frick, Air Quality and Clean Cities Planner III
4205 North Lincoln Blvd.
Oklahoma City, Oklahoma 73105
Telephone: 405-234-2264
Email: Dfrick@acogok.org

C.3.a. Each invoice shall clearly and accurately detail the following required information:

(1) Invoice/Reference Number (assigned by the Grantee);
(2) Invoice Date;
(3) Grant Contract Number (assigned by ACOG to this Grant Contract);
(4) Grantee Name;
(5) Grantee Federal Employer Identification Number (as referenced in this Grant Contract) & CFDA 20.205
(6) Grantee Remittance Address;
(7) Grantee Contact (name, phone, and/or email for the individual to contact with invoice questions);
(8) Complete Itemization of Reimbursement Requested which shall include Documentation of Paid Expenses and shall include each of the following:

An Itemized Bill of Sale or sales order for each vehicle purchased, including VIN number.

An Itemized Bill of Sale or sales order for each vehicle conversion, upfit, and/or engine repower to include separate line itemizations for the following:

1. Labor costs
2. Cost of each alternative fuel system equipment package (exclusive of fuel tanks)
3. Itemized Bill of Sale or sales order for all fueling infrastructure storage and dispensing equipment
4. Total Reimbursement Amount Requested

C.3.b. Each invoice shall be accompanied by a copy of the EPA emissions certification for each conversion, upfit, and/or engine repower unless the engine is EPA certified.

C.3.c. Each invoice shall be accompanied by proof of removal from fleet and/or scrappage of vehicle(s), as applicable. Documentation for the vehicle listed in the contract for removal will include the VIN number of any/all vehicles scrapped.

C.3.d. Each invoice shall be accompanied by a digital photo file(s) of the project displaying required labeling and signage promoting alternative fuels or clean fuel vehicle technology, and clean air.

C.4. The Grantee understands and agrees that an invoice to ACOG under this Grant Contract shall include only reimbursement requests for actual expenditures as described in Section A.2.b. and Sections C.2., C.2.a., C.2.b. of this Grant Contract subject to the liability limits of the Grant Award as described in Section C.1.

C.4.a. All invoices for **reimbursement must be received by ACOG no later than March 1, 2028** to include only expenses incurred during the period delineated as Part I of Contract Terms.

C.4.b. The Grantee's failure to provide an invoice to ACOG by March 1, 2028 as required, shall result in the Grantee being deemed ineligible for reimbursement under this Grant Contract, and any and all financial and legal liabilities related to the awarded project shall be upon the Grantee and not the responsibility or liability of ACOG.

C.5. **Payment of Invoice:** ACOG shall, within 90 days of receipt of invoice for eligible expenses relating to the purchase of vehicles, equipment, materials, labor and installation, review and process invoice as well as request reimbursement from ODOT for grantee's expenditures. Once ODOT has provided reimbursement for grantee's expenditures ACOG will issue payment to grantee.

C.6. **Unallowable Costs**: The Grantee's invoice shall be subject to reduction for amounts included in any invoice which are determined by ACOG, on the basis of the terms of this Grant Contract and stated intent of the Grant Award, not to constitute allowable costs.

D. STANDARD TERMS AND CONDITIONS

D.1. **Required Approvals:** ACOG is not bound by this Grant Contract until it is approved by the appropriate government entity legal signatory in accordance with applicable laws and regulations.

D.2. **Notice to Proceed:** Reimbursable costs cannot be incurred until Grant Contract is executed and a letter of Notice to Proceed is issued to Grantee.

D.3. **Modification and Amendment:** This Grant Contract may be modified only by a written amendment executed by all parties hereto and approved by ACOG.

D.4. **Termination for Cause:** If the Grantee fails to properly perform its obligations under this Grant Contract in a timely or proper manner, or if the Grantee violates any terms of this Grant Contract, ACOG shall have the right to terminate the Grant Contract and withhold any and all award funds for reimbursement regardless of any financial liability for equipment or services incurred by the Grantee. Notwithstanding the above, the Grantee shall not be relieved of liability to ACOG for damages sustained by virtue of any breach of this Grant Contract by the Grantee.

D.5. **Records:** The Grantee shall maintain documentation for all purchases and installations under this Contract. The books, records, and documents of the Grantee, insofar as they relate to money received under this Contract, shall be maintained for a period of three (3) full years from the date of the final report and shall be subject to audit at any reasonable time and upon reasonable notice by ACOG, the Oklahoma Department of Transportation and/or Federal Highway Administration, the Oklahoma State Auditor and Inspector, or their duly appointed representatives.

D.6. **Progress Reports:** The Grantee shall submit brief, quarterly progress reports, as described in Section A.3., to ACOG in addition to annual reports as described in Sections A.4 through A.4.b.

D.7. **ACOG Liability:** ACOG shall have no liability except as specifically provided in this Grant Contract.

D.8. **Force Majeure:** The obligations of the parties to this Grant Contract are subject to prevention by causes beyond the parties' control that could not be avoided by the exercise of due care including, but not limited to, acts of God, riots, wars, epidemics or any other similar cause.

D.9. **State and Federal Compliance:** The Grantee shall comply with all applicable state and federal laws and regulations in the performance of this Grant Contract.

D.10. **Governing Law:** This Grant Contract shall be governed by and construed in accordance with the laws of the State of Oklahoma.

D.11. **Completeness:** This Grant Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions of the parties' agreement. This Grant Contract supersedes any and all prior understandings, representations, negotiations, and discussions between the parties relating hereto, whether written or oral.

D.12. **Severability:** If any terms and conditions of this Grant Contract are held to be invalid or unenforceable as a matter of law, the other terms and conditions hereof shall not be affected thereby and shall remain in full force and effect. To this end, the terms and conditions of this Grant Contract are declared severable.

E. SPECIAL TERMS AND CONDITIONS

E.1. **Conflicting Terms and Conditions:** Should any of these special terms and conditions conflict with any other terms and conditions of this Grant Contract, these special terms and conditions shall control.

E.2. **Communications and Contacts:** All instructions, notices, consents, demands, or other communications required or contemplated by this Grant Contract shall be in writing and shall be made by certified, first-class mail, return receipt requested and postage prepaid, by overnight courier service with an asset tracking system, or by EMAIL or facsimile transmission with recipient

confirmation. Any such communications, regardless of method of transmission, shall be addressed to the respective party at the appropriate mailing address, facsimile number, or EMAIL address as set forth below or to that of such other party or address, as may be hereafter specified by written notice.

ACOG:
David Frick, Air Quality and Clean Cities Planner III
4205 North Lincoln Blvd.
Oklahoma City, Oklahoma 73105
Telephone: 405-234-2264
Email: **Dfrick@acogok.org**

Grantee:
Mike White, Fleet Program Manager
City of Norman, Public Works
1301 Da Vinci
Norman, OK 73069
Mike.white@normanok.gov

All instructions, notices, consents, demands, or other communications shall be considered effectively given upon receipt or recipient confirmation as may be required.

E.3. **Hold Harmless:** To the extent that Oklahoma law permits, the Grantee agrees to hold harmless ACOG as well as its officers, agents, and employees from and against any and all claims, liabilities, losses, and causes of action which may arise, accrue, or result to any person, firm, corporation, or other entity which may be injured or damaged as a result of acts, omissions, or negligence on the part of the Grantee, its employees, or any person acting for or on its or their behalf relating to this Grant Contract. The Grantee further agrees it shall be liable for the reasonable cost of attorneys for ACOG in the event such service is necessitated to enforce the terms of this Grant Contract or otherwise enforce the obligations of the Grantee to ACOG.

Likewise, ACOG agrees to hold harmless Grantee as well as its officers, agents, and employees from and against any and all claims, liabilities, losses, and causes of action which may arise, accrue, or result to any person, firm, corporation, or other entity which may be injured or damaged as a result of acts, omissions, or negligence on the part of ACOG, its employees, or any person acting for or on its or their behalf relating to this Grant Contract. ACOG further agrees it shall be liable for the reasonable cost of attorneys for Grantee in the event such service is necessitated to enforce the terms of this Grant Contract or otherwise enforce the obligations of ACOG to Grantee.

In the event of any such suit or claim, the Grantee shall give ACOG immediate notice thereof and shall provide all assistance required by ACOG in ACOG's defense. ACOG shall give the Grantee written notice of any such claim or suit, and the Grantee shall have full right and obligation to conduct the Grantee's own defense thereof. Nothing contained herein shall be deemed to accord to the Grantee, through its attorney(s), the right to represent ACOG in any legal matter.

IN WITNESS WHEREOF:

Grantee Legal Entity Name

Signature of Authorized Official

Date

Printed Name and Title of Authorized Official

Mark W. Sweeney, AICP, Executive Director
Association of Central Oklahoma Governments

3/2/2026
Date

APPROVED BY CITY OF NORMAN LEGAL DEPARTMENT
BY Elizabeth L. Wade DATE 4/9/26

File Attachments for Item:

26. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-133: A RESOLUTION FIXING THE AMOUNT OF GENERAL OBLIGATION BONDS, SERIES 2026A TO MATURE EACH YEAR; FIXING THE TIME AND PLACE OF THE BONDS ARE TO BE SOLD; DESIGNATING A PAYING AGENT/REGISTRAR AND DISCLOSURE COUNSEL; APPROVING THE PRELIMINARY OFFICAL STATEMENT AND DISTRIBUTION THEREOF; AND AUTHORIZING THE CLERK TO GIVE NOTICE OF SAID SALE AS REQUIRED BY LAW AND FIXING OTHER DETAILS OF THE ISSUE.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 04/14/2026

REQUESTER: Clint Mercer, Director of Finance

PRESENTER: Clint Mercer, Director of Finance

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-133: A RESOLUTION FIXING THE AMOUNT OF GENERAL OBLIGATION BONDS, SERIES 2026A TO MATURE EACH YEAR; FIXING THE TIME AND PLACE OF THE BONDS ARE TO BE SOLD; DESIGNATING A PAYING AGENT/REGISTRAR AND DISCLOSURE COUNSEL; APPROVING THE PRELIMINARY OFFICAL STATEMENT AND DISTRIBUTION THEREOF; AND AUTHORIZING THE CLERK TO GIVE NOTICE OF SAID SALE AS REQUIRED BY LAW AND FIXING OTHER DETAILS OF THE ISSUE.

BACKGROUND:

On October 10, 2023, the voters of Norman authorized the issuance of up to $50,000,000 in General Obligation bonds (GO Bonds) for “constructing, reconstructing, repairing, improving, and rehabilitating bridges in the in the City of Norman (including lighting, sidewalks/bike paths, landscaping, drainage improvements, driveway reconstruction and other related improvements).” The authorized bonds were anticipated to be issued in phases, to coincide with the design and construction schedules for street maintenance projects. The City previously sold $16,000,000 in said bonds in April 2024. The City plans to issue $10,000,000 in this current sale.

Pursuant to the Oklahoma Bond Proceeds Act, the sale of General Obligation Bonds must be done competitively, using a set process that begins with an open solicitation for bidders through a Notice of Sale of the bonds and an award of the bid to the qualified bidder (firm) who proposes to purchase the bonds at the lowest True Interest Cost to the City (issuer).

DISCUSSION:

In order to keep the design and construction schedules desired for the street maintenance projects and to complete the sale of the General Obligation Bonds authorized by the voters in a timely manner, an aggressive schedule for the competitive placement of the bonds needs to be followed. The attached Resolution R-2526-133 would set a sale date of May 12, 2026 for the competitive sale of the GO Bonds to an underwriter, as directed by Oklahoma statutes.

The Resolution would also reaffirm the appointments of BancFirst of Oklahoma as Registrar/Paying Agent; Municipal Finance Services as Financial Advisors for the bond issuances; Public Finance Law Group and Floyd Law Firm as Bond Counsel for the transactions; and Kutak Rock Law Firm as special Disclosure Council for the City's bond issuance.

Subsequent to a successful competitive sale of the bonds, the Council will consider Ordinances approving the indebtedness, approving the underwriter and the interest rate of the bonds on May 12, 2026.

RECOMMENDATION:

Staff recommends that Resolution R-2526-133 be approved.

RESOLUTION AUTHORIZING SALE OF 2026A BONDS

PURSUANT TO THE LEGAL NOTICE AS IS REQUIRED BY THE OKLAHOMA OPEN MEETING ACT INCLUDING THE POSTING OF NOTICE AND AGENDA AS IS REQUIRED BY THE TERMS THEREOF, THE MAYOR AND THE CITY COUNCIL OF THE CITY OF NORMAN, OKLAHOMA (THE "CITY") MET IN REGULAR SESSION IN THE COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING LOCATED AT 201 WEST GRAY, NORMAN, OKLAHOMA, 73069, IN SAID CITY ON THE 14TH DAY OF APRIL, 2026, AT 6:30 O'CLOCK P.M.

PRESENT:

ABSENT:

Notice of the schedule of regular meetings of the governing body of The City of Norman, Oklahoma for the calendar year 2026 having been given in writing to the City Clerk of said City at 2:17 o'clock p.m. on the 10th day of October, 2025, and public notice of this meeting, setting forth the date, time, place and agenda was posted at __ o'clock __.m. on the ___ day of April, 2026, by posting on the City's Internet website (www.normanok.gov) and by posting at the entry to the Municipal Building, 201 West Gray, Norman, Oklahoma, 73069, the place of this meeting in prominent view and open to the public twenty-four (24) hours each day, seven (7) days each week, being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and State designated legal holidays, all in compliance with the Oklahoma Open Meeting Act (as attached hereto). Further, as required by Section 311A(9)(a)(1) of Title 25 of the Oklahoma Statutes, the City made the notice of a public meeting available to the public in the principal office of the public body (201 West Gray, Norman, Oklahoma, 73069) during normal business hours at least twenty–four (24) hours prior to the meeting.

(OTHER PROCEEDINGS)

Thereupon, the Mayor introduced the proposed municipal resolution set forth hereinbelow, which was read by title by the Clerk or Deputy Clerk and upon motion by Councilmember _____ and seconded by Councilmember _____, said Resolution was adopted by the following vote:

AYE:

NAY:

The Resolution was thereupon signed by the Mayor or Mayor Pro Tem, attested by the City Clerk or Deputy Clerk, sealed with the seal of said municipality, and is as follows:

[Resolution No. R-2526-133 begins on following page]

R-2526-133

Resolution

A RESOLUTION FIXING THE AMOUNT OF GENERAL OBLIGATION BONDS, SERIES 2026A TO MATURE EACH YEAR; FIXING THE TIME AND PLACE THE BONDS ARE TO BE SOLD; DESIGNATING A PAYING AGENT/REGISTRAR AND DISCLOSURE COUNSEL; APPROVING THE PRELIMINARY OFFICIAL STATEMENT AND DISTRIBUTION THEREOF; AND AUTHORIZING THE CLERK TO GIVE NOTICE OF SAID SALE AS REQUIRED BY LAW AND FIXING OTHER DETAILS OF THE ISSUE.

WHEREAS, on the 10th day of October, 2023, pursuant to notice duly given, an election was held in The City of Norman, Oklahoma (the "City"), for the purpose of submitting to the registered qualified electors of such City as Proposition No. 1, the question of the issuance of the bonds of said municipality in the amount of $50,000,000 for the purpose of constructing, reconstructing, repairing, improving, and rehabilitating bridges in the City (including lighting, sidewalks/bikepaths, landscaping, related drainage improvements, driveway reconstruction, and other related improvements) (referred to herein as the "Bridge Bonds"); and

WHEREAS, as shown by the Official Certificate of Votes by the County Election Board of Cleveland County, Oklahoma, at said election there were cast on Proposition No. 1 by the registered, qualified electors of said City 5,767 votes, of which 3,323 were in favor of and 2,444 were against the issuance of said Bridge Bonds; and

WHEREAS, a lawful majority of the registered qualified voters voting on Proposition No. 1 cast their ballots in favor of the issuance of said Bridge Bonds, as certified by the Cleveland County Election Board, and the issuance thereof has been duly authorized; and

WHEREAS, the City previously issued $16,000,000 of Bridge Bonds as part of its $16,000,000 General Obligation Bonds, Series 2024A dated April 1, 2024; and

WHEREAS, there is currently authorized, yet unissued, $34,000,000 of Bridge Bonds (Proposition No. 1); and

WHEREAS, the City Council of said City pursuant to Title 62, Oklahoma Statutes 2021, Sections 353 and 354, as amended, hereby deems it beneficial at the present time to sell and issue $10,000,000 of said Bridge Bonds, and to offer all of said bonds for sale as a single issue of general obligation bonds.

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

SECTION 1. That the $10,000,000 Bridge Bonds of said municipality voted on the 10th day of October, 2023, shall be sold at public sale in the aggregate amount of $10,000,000 and shall be called "General Obligation Bonds, Series 2026A".

SECTION 2. That the General Obligation Bonds, Series 2026A in the amount of $10,000,000 of The City of Norman, Oklahoma (referred to herein as the "Bonds"), shall be offered for sale and bids shall be received in the form of sealed bid, facsimile bid, electronic (Parity®) bid or similar secure electronic bid in the Council Chambers of the Municipal Building, 201 West Gray, Norman, Oklahoma, 73069, on the 12th day of May, 2026 at 10:30 o'clock A.M., Central Time, and that said Bonds shall become due as follows:

> $525,000 on June 1, 2028, and $525,000 annually each year thereafter until paid, except the final maturity shall be in the amount of $550,000.

The City Council intends to convene on said date to consider the bids and take action to award the Bonds; the City Council is presently scheduled to convene at 6:30 o'clock, P.M. at said location and date to consider the bids and take action to award the Bonds; provided, however, the City Council reserves the right to change the location or time of the meeting in a manner consistent with the Oklahoma Open Meetings Act, and provided further, the City Council reserves the right to convene said meeting as a video and/or teleconference, as permitted under the Oklahoma Open Meetings Act. The City Council of the City hereby confirms and stipulates that bids for the General Obligation Bonds, Series 2026A shall be made by sealed or electronic bids, that the Bonds shall be sold to the bidder bidding the lowest interest cost, to be determined based on true interest cost as calculated from June 1, 2026, and that each bidder on the Bonds shall submit with its bid cash, cashier's check, surety bond or similar security undertaking as stipulated by the City, payable to the Treasurer of the City, equal to two percent (2%) of the par amount of the Bonds.

SECTION 3. That BOKF, NA, Oklahoma City, Oklahoma, is hereby designated as Paying Agent/Registrar for said Bonds and the Mayor or Mayor Pro Tem is authorized to execute an agreement for such services. That Kutak Rock LLP is hereby designated as Disclosure Counsel for said Bonds and the Mayor or Mayor Pro Tem is authorized to execute an agreement for such services.

SECTION 4. The form of Preliminary Official Statement outlining the terms, conditions and security for the Bonds is hereby adopted and approved, and the Mayor or Mayor Pro Tem is authorized to approve any corrections, additions or deletions thereto for and on behalf of the City. Thereupon, the Mayor or Mayor Pro Tem is authorized and directed to execute and deliver the Preliminary Official Statement for and on behalf of the City, and further, the Mayor or Mayor Pro Tem is authorized and directed to execute and deliver for and on behalf of the City a certificate deeming the Preliminary Official Statement to be "final" in accordance with the requirements of Rule 15c2-12 of the Securities and Exchange Commission promulgated pursuant to the Securities and Exchange Act of 1934. Distribution of the Preliminary Official Statement by the Financial Advisor in connection with the sale of the Bonds is hereby expressly authorized; and further, the Mayor or Mayor Pro Tem is authorized and directed to approve, execute and deliver a Final Official Statement or Official Statement for and on behalf of the City upon issuance of the Bonds.

SECTION 5. That the City Clerk is hereby ordered to cause notice of the sale of said Bonds to be given as required by state law.

SECTION 6. The Mayor, Mayor Pro Tem, City Manager, Treasurer, City Clerk, and Deputy City Clerk are hereby authorized and directed to execute, separately or jointly, and deliver

such documents and take such other action as may be necessary or appropriate in order to effectuate the issuance, execution and delivery of the Bonds, including specifically, but not limited to, the Bond forms, tax or tax compliance documents, closing certificates, continuing disclosure or other security or securities related documents or any other letter, representation or certification otherwise necessary and attendant to the issuance and delivery of the Bonds.

[Remainder of Page Left Blank Intentionally]

PASSED AND APPROVED THIS 14TH DAY OF APRIL, 2026.

THE CITY OF NORMAN, OKLAHOMA

(SEAL)

_____
Mayor

ATTEST:

_____
City Clerk

STATE OF OKLAHOMA)
)SS
COUNTY OF CLEVELAND)

I, the undersigned, the duly qualified and acting Clerk of The City of Norman, Oklahoma, hereby certify that the foregoing is a true and complete copy of a Resolution calling for the sale of Bonds adopted by the governing body of said municipality and Transcript of Proceedings of said governing body at a regular meeting thereof duly held on the date therein set out, insofar as the same relates to the introduction, reading and adoption thereof as the same appears of record in my office.

I further certify that attached hereto is a true and complete copy of the Notice of the schedule of regular meetings of the governing body of The City of Norman, Oklahoma for the calendar year 2026 having been given in writing to the City Clerk of said City at 2:17 o'clock p.m. on the 10th day of October, 2025, and public notice of this meeting, setting forth the date, time, place and agenda was posted at ___ o'clock __.m. on the ___ day of April, 2026, by posting on the City's Internet website (www.normanok.gov) and by posting at the entry to the Municipal Building, 201 West Gray, Norman, Oklahoma, 73069, the place of this meeting in prominent view and open to the public twenty-four (24) hours each day, seven (7) days each week, being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and State designated legal holidays, all in compliance with the Oklahoma Open Meeting Act. Further, as required by Section 311A(9)(a)(1) of Title 25 of the Oklahoma Statutes, the City made the notice of a public meeting available to the public in the principal office of the public body (201 West Gray, Norman, Oklahoma, 73069) during normal business hours at least twenty–four (24) hours prior to the meeting.

WITNESS my hand and seal this 14th day of April, 2026.

(SEAL)

_____
City Clerk

NOTICE OF SALE OF 2026A BONDS

In accordance with Title 62, Oklahoma Statutes 2021, Sections 353 and 354, as amended, notice is hereby given that The City of Norman, Oklahoma (the "City"), will receive bids by sealed bid, facsimile bid, electronic (Parity®) bid or similar secure electronic bid on the 12th day of May, 2026, at 10:30 A.M., Central Time, in the Council Chambers at the Municipal Building located at 201 West Gray, Norman, Oklahoma, 73069, for the sale of $10,000,000 General Obligation Bonds, Series 2026A dated April 1, 2026, of said City, which Bonds will mature as follows: $525,000 on June 1, 2028, and $525,000 annually each year thereafter until paid, except the final maturity shall be in the amount of $550,000. The City Council intends to convene on said date to consider the bids and take action to award the Bonds; the City Council is presently scheduled to convene at 6:30 o'clock, P.M. on May 12, 2026, in the Council Chambers at the Municipal Building located at 201 West Gray, Norman, Oklahoma, 73069, provided, however, the City Council reserves the right to change the location or time of the meeting in a manner consistent with the Oklahoma Open Meetings Act, and provided further, the City Council reserves the right to convene said meeting as a video and/or teleconference, as permitted under the Oklahoma Open Meetings Act.

Said Bonds shall be sold to the bidder bidding the lowest true interest cost the Bonds shall bear, and agreeing to pay par and accrued interest for the Bonds. The lowest true interest cost will be calculated by doubling the semi-annual interest rate necessary to discount the debt service on the Bonds to the price bid for the Bonds. The date from which the annual true interest rate will be calculated is June 1, 2026. Each bidder shall submit with the bid a sum in cash, cashier's check, surety bond or similar security undertaking as stipulated by the City, payable to the Treasurer of the City, equal to two (2%) percent of the par value of the Bonds, or $200,000.00. If a Financial Surety Bond is used, it must be from an insurance company licensed to issue such bond in the State of Oklahoma, and such bond must be submitted to the City or the Financial Advisor prior to the opening of the bids. The Financial Surety Bond must identify each bidder whose Deposit is guaranteed by such Financial Surety Bond. All bids must comply with the parameters set forth in the Notice of Sale and Instructions to Bidders, a copy of which may be obtained by contacting the City's Financial Advisor (Municipal Finance Services, Inc., c/o Jericah Dawson (405) 340-1727 or jericahdawson@mfsok.com). The City reserves the right to reject all bids.

WITNESS my official hand and the seal of said City this 14th day of April, 2026.

(SEAL)

_____

City Clerk

File Attachments for Item:

27. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-134: A RESOLUTION FIXING THE AMOUNT OF GENERAL OBLIGATION BONDS, SERIES 2026B TO MATURE EACH YEAR; FIXING THE TIME AND PLACE OF THE BONDS ARE TO BE SOLD; DESIGNATING A PAYING AGENT/REGISTRAR AND DISCLOSURE COUNSEL; APPROVING THE PRELIMINARY OFFICAL STATEMENT AND DISTRIBUTION THEREOF; AND AUTHORIZING THE CLERK TO GIVE NOTICE OF SAID SALE AS REQUIRED BY LAW AND FIXING OTHER DETAILS OF THE ISSUE.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 04/14/2026

REQUESTER: Clint Mercer, Director of Finance

PRESENTER: Clint Mercer, Director of Finance

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-134: A RESOLUTION FIXING THE AMOUNT OF GENERAL OBLIGATION BONDS, SERIES 2026B TO MATURE EACH YEAR; FIXING THE TIME AND PLACE OF THE BONDS ARE TO BE SOLD; DESIGNATING A PAYING AGENT/REGISTRAR AND DISCLOSURE COUNSEL; APPROVING THE PRELIMINARY OFFICAL STATEMENT AND DISTRIBUTION THEREOF; AND AUTHORIZING THE CLERK TO GIVE NOTICE OF SAID SALE AS REQUIRED BY LAW AND FIXING OTHER DETAILS OF THE ISSUE.

BACKGROUND:

On April 7, 2026, the voters of Norman authorized the issuance of up to $35,000,000 in General Obligation bonds (GO Bonds) for “reconstructing, repairing, improving, and rehabilitating existing streets, roads, and intersections in the City of Norman, Oklahoma (including lighting, sidewalks/bikepaths, landscaping, related drainage improvements, driveway reconstruction, and other related improvements).” The authorized bonds were anticipated to be issued in phases, to coincide with the design and construction schedules for street maintenance projects. The City plans to issue $17,000,000 in bonds with this sell.

Pursuant to the Oklahoma Bond Proceeds Act, the sale of General Obligation Bonds must be done competitively, using a set process that begins with an open solicitation for bidders through a Notice of Sale of the bonds and an award of the bid to the qualified bidder (firm) who proposes to purchase the bonds at the lowest True Interest Cost to the City (issuer).

DISCUSSION:

In order to keep the design and construction schedules desired for the street maintenance projects and to complete the sale of the General Obligation Bonds authorized by the voters in a timely manner, an aggressive schedule for the competitive placement of the bonds needs to be followed. The attached Resolution R-2526-134 would set a sale date of May 12, 2026 for the competitive sale of the GO Bonds to an underwriter, as directed by Oklahoma statutes. The Resolution would also reaffirm the appointments of BancFirst of Oklahoma as

Registrar/Paying Agent; Municipal Finance Services as Financial Advisors for the bond issuances; Public Finance Law Group and Floyd Law Firm as Bond Counsel for the transactions; and Kutak Rock Law Firm as special Disclosure Council for the City's bond issuance.

Subsequent to a successful competitive sale of the bonds, the Council will consider Ordinances approving the indebtedness, approving the underwriter and the interest rate of the bonds on May 12, 2026.

RECOMMENDATION:

Staff recommends that Resolution R-2526-134 be approved.

RESOLUTION AUTHORIZING SALE OF 2026B BONDS

PURSUANT TO THE LEGAL NOTICE AS IS REQUIRED BY THE OKLAHOMA OPEN MEETING ACT INCLUDING THE POSTING OF NOTICE AND AGENDA AS IS REQUIRED BY THE TERMS THEREOF, THE MAYOR AND THE CITY COUNCIL OF THE CITY OF NORMAN, OKLAHOMA (THE "CITY") MET IN REGULAR SESSION IN THE COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING LOCATED AT 201 WEST GRAY, NORMAN, OKLAHOMA, 73069, IN SAID CITY ON THE 14TH DAY OF APRIL, 2026, AT 6:30 O'CLOCK P.M.

PRESENT:

ABSENT:

Notice of the schedule of regular meetings of the governing body of The City of Norman, Oklahoma for the calendar year 2026 having been given in writing to the City Clerk of said City at 2:17 o'clock p.m. on the 10th day of October, 2025, and public notice of this meeting, setting forth the date, time, place and agenda was posted at __ o'clock __.m. on the ___ day of April, 2026, by posting on the City's Internet website (www.normanok.gov) and by posting at the entry to the Municipal Building, 201 West Gray, Norman, Oklahoma, 73069, the place of this meeting in prominent view and open to the public twenty-four (24) hours each day, seven (7) days each week, being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and State designated legal holidays, all in compliance with the Oklahoma Open Meeting Act (as attached hereto). Further, as required by Section 311A(9)(a)(1) of Title 25 of the Oklahoma Statutes, the City made the notice of a public meeting available to the public in the principal office of the public body (201 West Gray, Norman, Oklahoma, 73069) during normal business hours at least twenty–four (24) hours prior to the meeting.

(OTHER PROCEEDINGS)

Thereupon, the Mayor introduced the proposed municipal resolution set forth hereinbelow, which was read by title by the Clerk or Deputy Clerk and upon motion by Councilmember _____ and seconded by Councilmember _____, said Resolution was adopted by the following vote:

AYE:

NAY:

The Resolution was thereupon signed by the Mayor or Mayor Pro Tem, attested by the City Clerk or Deputy Clerk, sealed with the seal of said municipality, and is as follows:

[Resolution No. R-2526-134 begins on following page]

R-2526-134

Resolution

A RESOLUTION FIXING THE AMOUNT OF GENERAL OBLIGATION BONDS, SERIES 2026B TO MATURE EACH YEAR; FIXING THE TIME AND PLACE THE BONDS ARE TO BE SOLD; DESIGNATING A PAYING AGENT/REGISTRAR AND DISCLOSURE COUNSEL; APPROVING THE PRELIMINARY OFFICIAL STATEMENT AND DISTRIBUTION THEREOF; AND AUTHORIZING THE CLERK TO GIVE NOTICE OF SAID SALE AS REQUIRED BY LAW AND FIXING OTHER DETAILS OF THE ISSUE.

WHEREAS, on the 7th day of April, 2026, pursuant to notice duly given, an election was held in The City of Norman, Oklahoma (the "City"), for the purpose of submitting to the registered qualified electors of such City as Proposition No. 1, the question of the issuance of the bonds of said municipality in the amount of $35,000,000 for the purpose of reconstructing, repairing, improving, and rehabilitating existing streets, roads, and intersections in the City of Norman, Oklahoma (including lighting, sidewalks/bikepaths, landscaping, related drainage improvements, driveway reconstruction, and other related improvements) (referred to herein as the "Street Maintenance Bonds"); and

WHEREAS, as shown by the Official Certificate of Votes by the County Election Board of Cleveland County, Oklahoma, at said election there were cast on Proposition No. 1 by the registered, qualified electors of said City ___ votes, of which ___ were in favor of and ___ were against the issuance of said Street Maintenance Bonds; and

WHEREAS, a lawful majority of the registered qualified voters voting on Proposition No. 1 cast their ballots in favor of the issuance of said Street Maintenance Bonds, as certified by the Cleveland County Election Board, and the issuance thereof has been duly authorized; and

WHEREAS, there is currently authorized, yet unissued, $35,000,000 of Street Maintenance Bonds (Proposition No. 1); and

WHEREAS, the City Council of said City pursuant to Title 62, Oklahoma Statutes 2021, Sections 353 and 354, as amended, hereby deems it beneficial at the present time to sell and issue $17,000,000 of said Street Maintenance Bonds, and to offer all of said bonds for sale as a single issue of general obligation bonds.

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

SECTION 1. That the $17,000,000 Street Maintenance Bonds of said municipality voted on the 7th day of April, 2026, shall be sold at public sale in the aggregate amount of $17,000,000 and shall be called "General Obligation Bonds, Series 2026B".

SECTION 2. That the General Obligation Bonds, Series 2026B in the amount of $17,000,000 of The City of Norman, Oklahoma (referred to herein as the "Bonds"), shall be offered for sale and bids shall be received in the form of sealed bid, facsimile bid, electronic (Parity®) bid

or similar secure electronic bid in the Council Chambers of the Municipal Building, 201 West Gray, Norman, Oklahoma, 73069, on the 12th day of May, 2026 at 10:45 o'clock A.M., Central Time, and that said Bonds shall become due as follows:

> $4,250,000 on June 1, 2028, and $4,250,000 annually each year thereafter until paid.

The City Council intends to convene on said date to consider the bids and take action to award the Bonds; the City Council is presently scheduled to convene at 6:30 o'clock, P.M. at said location and date to consider the bids and take action to award the Bonds; provided, however, the City Council reserves the right to change the location or time of the meeting in a manner consistent with the Oklahoma Open Meetings Act, and provided further, the City Council reserves the right to convene said meeting as a video and/or teleconference, as permitted under the Oklahoma Open Meetings Act. The City Council of the City hereby confirms and stipulates that bids for the General Obligation Bonds, Series 2026B shall be made by sealed or electronic bids, that the Bonds shall be sold to the bidder bidding the lowest interest cost, to be determined based on true interest cost as calculated from June 1, 2026, and that each bidder on the Bonds shall submit with its bid cash, cashier's check, surety bond or similar security undertaking as stipulated by the City, payable to the Treasurer of the City, equal to two percent (2%) of the par amount of the Bonds.

SECTION 3. That BOKF, NA, Oklahoma City, Oklahoma, is hereby designated as Paying Agent/Registrar for said Bonds and the Mayor or Mayor Pro Tem is authorized to execute an agreement for such services. That Kutak Rock LLP is hereby designated as Disclosure Counsel for said Bonds and the Mayor or Mayor Pro Tem is authorized to execute an agreement for such services.

SECTION 4. The form of Preliminary Official Statement outlining the terms, conditions and security for the Bonds is hereby adopted and approved, and the Mayor or Mayor Pro Tem is authorized to approve any corrections, additions or deletions thereto for and on behalf of the City. Thereupon, the Mayor or Mayor Pro Tem is authorized and directed to execute and deliver the Preliminary Official Statement for and on behalf of the City, and further, the Mayor or Mayor Pro Tem is authorized and directed to execute and deliver for and on behalf of the City a certificate deeming the Preliminary Official Statement to be "final" in accordance with the requirements of Rule 15c2-12 of the Securities and Exchange Commission promulgated pursuant to the Securities and Exchange Act of 1934. Distribution of the Preliminary Official Statement by the Financial Advisor in connection with the sale of the Bonds is hereby expressly authorized; and further, the Mayor or Mayor Pro Tem is authorized and directed to approve, execute and deliver a Final Official Statement or Official Statement for and on behalf of the City upon issuance of the Bonds.

SECTION 5. That the City Clerk is hereby ordered to cause notice of the sale of said Bonds to be given as required by state law.

SECTION 6. The Mayor, Mayor Pro Tem, City Manager, Treasurer, City Clerk, and Deputy City Clerk are hereby authorized and directed to execute, separately or jointly, and deliver such documents and take such other action as may be necessary or appropriate in order to effectuate the issuance, execution and delivery of the Bonds, including specifically, but not limited to, the Bond forms, tax or tax compliance documents, closing certificates, continuing disclosure or other

security or securities related documents or any other letter, representation or certification otherwise necessary and attendant to the issuance and delivery of the Bonds.

[Remainder of Page Left Blank Intentionally]

PASSED AND APPROVED THIS 14TH DAY OF APRIL, 2026.

THE CITY OF NORMAN, OKLAHOMA

(SEAL)

_____
Mayor

ATTEST:

_____
City Clerk

STATE OF OKLAHOMA)
)SS
COUNTY OF CLEVELAND)

I, the undersigned, the duly qualified and acting Clerk of The City of Norman, Oklahoma, hereby certify that the foregoing is a true and complete copy of a Resolution calling for the sale of Bonds adopted by the governing body of said municipality and Transcript of Proceedings of said governing body at a regular meeting thereof duly held on the date therein set out, insofar as the same relates to the introduction, reading and adoption thereof as the same appears of record in my office.

I further certify that attached hereto is a true and complete copy of the Notice of the schedule of regular meetings of the governing body of The City of Norman, Oklahoma for the calendar year 2026 having been given in writing to the City Clerk of said City at 2:17 o'clock p.m. on the 10th day of October, 2025, and public notice of this meeting, setting forth the date, time, place and agenda was posted at ___ o'clock __.m. on the ___ day of April, 2026, by posting on the City's Internet website (www.normanok.gov) and by posting at the entry to the Municipal Building, 201 West Gray, Norman, Oklahoma, 73069, the place of this meeting in prominent view and open to the public twenty-four (24) hours each day, seven (7) days each week, being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and State designated legal holidays, all in compliance with the Oklahoma Open Meeting Act. Further, as required by Section 311A(9)(a)(1) of Title 25 of the Oklahoma Statutes, the City made the notice of a public meeting available to the public in the principal office of the public body (201 West Gray, Norman, Oklahoma, 73069) during normal business hours at least twenty–four (24) hours prior to the meeting.

WITNESS my hand and seal this 14th day of April, 2026.

(SEAL)

_____
City Clerk

NOTICE OF SALE OF 2026B BONDS

In accordance with Title 62, Oklahoma Statutes 2021, Sections 353 and 354, as amended, notice is hereby given that The City of Norman, Oklahoma (the "City"), will receive bids by sealed bid, facsimile bid, electronic (Parity®) bid or similar secure electronic bid on the 12th day of May, 2026, at 10:45 A.M., Central Time, in the Council Chambers at the Municipal Building located at 201 West Gray, Norman, Oklahoma, 73069, for the sale of $17,000,000 General Obligation Bonds, Series 2026B dated April 1, 2026, of said City, which Bonds will mature as follows: $4,250,000 on June 1, 2028, and $4,250,000 annually each year thereafter until paid. The City Council intends to convene on said date to consider the bids and take action to award the Bonds; the City Council is presently scheduled to convene at 6:30 o'clock, P.M. on May 12, 2026, in the Council Chambers at the Municipal Building located at 201 West Gray, Norman, Oklahoma, 73069, provided, however, the City Council reserves the right to change the location or time of the meeting in a manner consistent with the Oklahoma Open Meetings Act, and provided further, the City Council reserves the right to convene said meeting as a video and/or teleconference, as permitted under the Oklahoma Open Meetings Act.

Said Bonds shall be sold to the bidder bidding the lowest true interest cost the Bonds shall bear, and agreeing to pay par and accrued interest for the Bonds. The lowest true interest cost will be calculated by doubling the semi-annual interest rate necessary to discount the debt service on the Bonds to the price bid for the Bonds. The date from which the annual true interest rate will be calculated is June 1, 2026. Each bidder shall submit with the bid a sum in cash, cashier's check, surety bond or similar security undertaking as stipulated by the City, payable to the Treasurer of the City, equal to two (2%) percent of the par value of the Bonds, or $340,000.00. If a Financial Surety Bond is used, it must be from an insurance company licensed to issue such bond in the State of Oklahoma, and such bond must be submitted to the City or the Financial Advisor prior to the opening of the bids. The Financial Surety Bond must identify each bidder whose Deposit is guaranteed by such Financial Surety Bond. All bids must comply with the parameters set forth in the Notice of Sale and Instructions to Bidders, a copy of which may be obtained by contacting the City's Financial Advisor (Municipal Finance Services, Inc., c/o Jericah Dawson (405) 340-1727 or jericahdawson@mfsok.com). The City reserves the right to reject all bids.

WITNESS my official hand and the seal of said City this 14th day of April, 2026.

(SEAL)

_____

City Clerk

File Attachments for Item:

28. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-135: A RESOLUTION FIXING THE AMOUNT OF GENERAL OBLIGATION BONDS, SERIES 2026C TO MATURE EACH YEAR; FIXING THE TIME AND PLACE OF THE BONDS ARE TO BE SOLD; DESIGNATING A PAYING AGENT/REGISTRAR AND DISCLOSURE COUNSEL; APPROVING THE PRELIMINARY OFFICAL STATEMENT AND DISTRIBUTION THEREOF; AND AUTHORIZING THE CLERK TO GIVE NOTICE OF SAID SALE AS REQUIRED BY LAW AND FIXING OTHER DETAILS OF THE ISSUE.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 04/14/2026

REQUESTER: Clint Mercer, Director of Finance

PRESENTER: Clint Mercer, Director of Finance

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-135: A RESOLUTION FIXING THE AMOUNT OF GENERAL OBLIGATION BONDS, SERIES 2026C TO MATURE EACH YEAR; FIXING THE TIME AND PLACE OF THE BONDS ARE TO BE SOLD; DESIGNATING A PAYING AGENT/REGISTRAR AND DISCLOSURE COUNSEL; APPROVING THE PRELIMINARY OFFICAL STATEMENT AND DISTRIBUTION THEREOF; AND AUTHORIZING THE CLERK TO GIVE NOTICE OF SAID SALE AS REQUIRED BY LAW AND FIXING OTHER DETAILS OF THE ISSUE.

BACKGROUND:

On April 7, 2026, the voters of Norman authorized the issuance of up to $8,000,000 in General Obligation bonds (GO Bonds) for “the purpose of acquiring, constructing, reconstructing, expanding, repairing, which may also including improving, renovating, acquiring and equipping a homeless shelter community facility, to be owned exclusively by the said City, to be completed with or without the use of other funds.” The authorized bonds will be sold in this one issue.

Pursuant to the Oklahoma Bond Proceeds Act, the sale of General Obligation Bonds must be done competitively, using a set process that begins with an open solicitation for bidders through a Notice of Sale of the bonds and an award of the bid to the qualified bidder (firm) who proposes to purchase the bonds at the lowest True Interest Cost to the City (issuer).

DISCUSSION:

In order to keep the design and construction schedules desired for the shelter project and to complete the sale of the General Obligation Bonds authorized by the voters in a timely manner, an aggressive schedule for the competitive placement of the bonds needs to be followed. The attached Resolution R-2526-135 would set a sale date of May 12, 2026 for the competitive sale of the GO Bonds to an underwriter, as directed by Oklahoma statutes. The Resolution would also reaffirm the appointments of BancFirst of Oklahoma as Registrar/Paying Agent; Municipal Finance Services as Financial Advisors for the bond issuances; Public

Finance Law Group and Floyd Law Firm as Bond Counsel for the transactions; and Kutak Rock Law Firm as special Disclosure Council for the City's bond issuance.

Subsequent to a successful competitive sale of the bonds, the Council will consider Ordinances approving the indebtedness, approving the underwriter and the interest rate of the bonds on May 12, 2026.

RECOMMENDATION:

Staff recommends that Resolution R-2526-135 be approved.

RESOLUTION AUTHORIZING SALE OF 2026C BONDS

PURSUANT TO THE LEGAL NOTICE AS IS REQUIRED BY THE OKLAHOMA OPEN MEETING ACT INCLUDING THE POSTING OF NOTICE AND AGENDA AS IS REQUIRED BY THE TERMS THEREOF, THE MAYOR AND THE CITY COUNCIL OF THE CITY OF NORMAN, OKLAHOMA (THE "CITY") MET IN REGULAR SESSION IN THE COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING LOCATED AT 201 WEST GRAY, NORMAN, OKLAHOMA, 73069, IN SAID CITY ON THE 14TH DAY OF APRIL, 2026, AT 6:30 O'CLOCK P.M.

PRESENT:

ABSENT:

Notice of the schedule of regular meetings of the governing body of The City of Norman, Oklahoma for the calendar year 2026 having been given in writing to the City Clerk of said City at 2:17 o'clock p.m. on the 10th day of October, 2025, and public notice of this meeting, setting forth the date, time, place and agenda was posted at __ o'clock __.m. on the ___ day of April, 2026, by posting on the City's Internet website (www.normanok.gov) and by posting at the entry to the Municipal Building, 201 West Gray, Norman, Oklahoma, 73069, the place of this meeting in prominent view and open to the public twenty-four (24) hours each day, seven (7) days each week, being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and State designated legal holidays, all in compliance with the Oklahoma Open Meeting Act (as attached hereto). Further, as required by Section 311A(9)(a)(1) of Title 25 of the Oklahoma Statutes, the City made the notice of a public meeting available to the public in the principal office of the public body (201 West Gray, Norman, Oklahoma, 73069) during normal business hours at least twenty–four (24) hours prior to the meeting.

(OTHER PROCEEDINGS)

Thereupon, the Mayor introduced the proposed municipal resolution set forth hereinbelow, which was read by title by the Clerk or Deputy Clerk and upon motion by Councilmember _____ and seconded by Councilmember _____, said Resolution was adopted by the following vote:

AYE:

NAY:

The Resolution was thereupon signed by the Mayor or Mayor Pro Tem, attested by the City Clerk or Deputy Clerk, sealed with the seal of said municipality, and is as follows:

[Resolution No. R-2526-135 begins on following page]

R-2526-135

Resolution

A RESOLUTION FIXING THE AMOUNT OF GENERAL OBLIGATION BONDS, SERIES 2026C TO MATURE EACH YEAR; FIXING THE TIME AND PLACE THE BONDS ARE TO BE SOLD; DESIGNATING A PAYING AGENT/REGISTRAR AND DISCLOSURE COUNSEL; APPROVING THE PRELIMINARY OFFICIAL STATEMENT AND DISTRIBUTION THEREOF; AND AUTHORIZING THE CLERK TO GIVE NOTICE OF SAID SALE AS REQUIRED BY LAW AND FIXING OTHER DETAILS OF THE ISSUE.

WHEREAS, on the 7th day of April, 2026, pursuant to notice duly given, an election was held in The City of Norman, Oklahoma (the "City"), for the purpose of submitting to the registered qualified electors of such City as Proposition No. 5, the question of the issuance of the bonds of said municipality in the amount of $8,000,000 for the purpose of acquiring, constructing, reconstructing, expanding, repairing, which may also include improving, renovating, acquiring and equipping a homeless shelter community facility, to be owned exclusively by said City (referred to herein as the "Homeless Shelter Bonds"); and

WHEREAS, as shown by the Official Certificate of Votes by the County Election Board of Cleveland County, Oklahoma, at said election there were cast on Proposition No. 5 by the registered, qualified electors of said City ___ votes, of which ___ were in favor of and ___ were against the issuance of said Homeless Shelter Bonds; and

WHEREAS, a lawful majority of the registered qualified voters voting on Proposition No. 5 cast their ballots in favor of the issuance of said Homeless Shelter Bonds, as certified by the Cleveland County Election Board, and the issuance thereof has been duly authorized; and

WHEREAS, there is currently authorized, yet unissued, $8,000,000 of Homeless Shelter Bonds (Proposition No. 5); and

WHEREAS, the City Council of said City pursuant to Title 62, Oklahoma Statutes 2021, Sections 353 and 354, as amended, hereby deems it beneficial at the present time to sell and issue $8,000,000 of said Homeless Shelter Bonds, and to offer all of said bonds for sale as a single issue of general obligation bonds.

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

SECTION 1. That the $8,000,000 Homeless Shelter Bonds of said municipality voted on the 7th day of April, 2026, shall be sold at public sale in the aggregate amount of $8,000,000 and shall be called "General Obligation Bonds, Series 2026C".

SECTION 2. That the General Obligation Bonds, Series 2026C in the amount of $8,000,000 of The City of Norman, Oklahoma (referred to herein as the "Bonds"), shall be offered for sale and bids shall be received in the form of sealed bid, facsimile bid, electronic (Parity®) bid or similar secure electronic bid in the Council Chambers of the Municipal Building, 201 West Gray, Norman,

Oklahoma, 73069, on the 12th day of May, 2026 at 11:00 o'clock A.M., Central Time, and that said Bonds shall become due as follows:

> $420,000 on June 1, 2028, and $420,000 annually each year thereafter until paid, except the final maturity shall be in the amount of $440,000.

The City Council intends to convene on said date to consider the bids and take action to award the Bonds; the City Council is presently scheduled to convene at 6:30 o'clock, P.M. at said location and date to consider the bids and take action to award the Bonds; provided, however, the City Council reserves the right to change the location or time of the meeting in a manner consistent with the Oklahoma Open Meetings Act, and provided further, the City Council reserves the right to convene said meeting as a video and/or teleconference, as permitted under the Oklahoma Open Meetings Act. The City Council of the City hereby confirms and stipulates that bids for the General Obligation Bonds, Series 2026C shall be made by sealed or electronic bids, that the Bonds shall be sold to the bidder bidding the lowest interest cost, to be determined based on true interest cost as calculated from June 1, 2026, and that each bidder on the Bonds shall submit with its bid cash, cashier's check, surety bond or similar security undertaking as stipulated by the City, payable to the Treasurer of the City, equal to two percent (2%) of the par amount of the Bonds.

SECTION 3. That BOKF, NA, Oklahoma City, Oklahoma, is hereby designated as Paying Agent/Registrar for said Bonds and the Mayor or Mayor Pro Tem is authorized to execute an agreement for such services. That Kutak Rock LLP is hereby designated as Disclosure Counsel for said Bonds and the Mayor or Mayor Pro Tem is authorized to execute an agreement for such services.

SECTION 4. The form of Preliminary Official Statement outlining the terms, conditions and security for the Bonds is hereby adopted and approved, and the Mayor or Mayor Pro Tem is authorized to approve any corrections, additions or deletions thereto for and on behalf of the City. Thereupon, the Mayor or Mayor Pro Tem is authorized and directed to execute and deliver the Preliminary Official Statement for and on behalf of the City, and further, the Mayor or Mayor Pro Tem is authorized and directed to execute and deliver for and on behalf of the City a certificate deeming the Preliminary Official Statement to be "final" in accordance with the requirements of Rule 15c2-12 of the Securities and Exchange Commission promulgated pursuant to the Securities and Exchange Act of 1934. Distribution of the Preliminary Official Statement by the Financial Advisor in connection with the sale of the Bonds is hereby expressly authorized; and further, the Mayor or Mayor Pro Tem is authorized and directed to approve, execute and deliver a Final Official Statement or Official Statement for and on behalf of the City upon issuance of the Bonds.

SECTION 5. That the City Clerk is hereby ordered to cause notice of the sale of said Bonds to be given as required by state law.

SECTION 6. The Mayor, Mayor Pro Tem, City Manager, Treasurer, City Clerk, and Deputy City Clerk are hereby authorized and directed to execute, separately or jointly, and deliver such documents and take such other action as may be necessary or appropriate in order to effectuate the issuance, execution and delivery of the Bonds, including specifically, but not limited to, the Bond forms, tax or tax compliance documents, closing certificates, continuing disclosure or other

security or securities related documents or any other letter, representation or certification otherwise necessary and attendant to the issuance and delivery of the Bonds.

[Remainder of Page Left Blank Intentionally]

PASSED AND APPROVED THIS 14TH DAY OF APRIL, 2026.

THE CITY OF NORMAN, OKLAHOMA

(SEAL)

_____
Mayor

ATTEST:

_____
City Clerk

STATE OF OKLAHOMA)
)SS
COUNTY OF CLEVELAND)

I, the undersigned, the duly qualified and acting Clerk of The City of Norman, Oklahoma, hereby certify that the foregoing is a true and complete copy of a Resolution calling for the sale of Bonds adopted by the governing body of said municipality and Transcript of Proceedings of said governing body at a regular meeting thereof duly held on the date therein set out, insofar as the same relates to the introduction, reading and adoption thereof as the same appears of record in my office.

I further certify that attached hereto is a true and complete copy of the Notice of the schedule of regular meetings of the governing body of The City of Norman, Oklahoma for the calendar year 2026 having been given in writing to the City Clerk of said City at 2:17 o'clock p.m. on the 10th day of October, 2025, and public notice of this meeting, setting forth the date, time, place and agenda was posted at ___ o'clock __.m. on the ___ day of April, 2026, by posting on the City's Internet website (www.normanok.gov) and by posting at the entry to the Municipal Building, 201 West Gray, Norman, Oklahoma, 73069, the place of this meeting in prominent view and open to the public twenty-four (24) hours each day, seven (7) days each week, being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and State designated legal holidays, all in compliance with the Oklahoma Open Meeting Act. Further, as required by Section 311A(9)(a)(1) of Title 25 of the Oklahoma Statutes, the City made the notice of a public meeting available to the public in the principal office of the public body (201 West Gray, Norman, Oklahoma, 73069) during normal business hours at least twenty–four (24) hours prior to the meeting.

WITNESS my hand and seal this 14th day of April, 2026.

(SEAL)

_____
City Clerk

NOTICE OF SALE OF 2026C BONDS

In accordance with Title 62, Oklahoma Statutes 2021, Sections 353 and 354, as amended, notice is hereby given that The City of Norman, Oklahoma (the "City"), will receive bids by sealed bid, facsimile bid, electronic (Parity®) bid or similar secure electronic bid on the 12th day of May, 2026, at 11:00 A.M., Central Time, in the Council Chambers at the Municipal Building located at 201 West Gray, Norman, Oklahoma, 73069, for the sale of $8,000,000 General Obligation Bonds, Series 2026C dated April 1, 2026, of said City, which Bonds will mature as follows: $420,000 on June 1, 2028, and $420,000 annually each year thereafter until paid, except the final maturity shall be in the amount of $440,000. The City Council intends to convene on said date to consider the bids and take action to award the Bonds; the City Council is presently scheduled to convene at 6:30 o'clock, P.M. on May 12, 2026, in the Council Chambers at the Municipal Building located at 201 West Gray, Norman, Oklahoma, 73069, provided, however, the City Council reserves the right to change the location or time of the meeting in a manner consistent with the Oklahoma Open Meetings Act, and provided further, the City Council reserves the right to convene said meeting as a video and/or teleconference, as permitted under the Oklahoma Open Meetings Act.

Said Bonds shall be sold to the bidder bidding the lowest true interest cost the Bonds shall bear, and agreeing to pay par and accrued interest for the Bonds. The lowest true interest cost will be calculated by doubling the semi-annual interest rate necessary to discount the debt service on the Bonds to the price bid for the Bonds. The date from which the annual true interest rate will be calculated is June 1, 2026. Each bidder shall submit with the bid a sum in cash, cashier's check, surety bond or similar security undertaking as stipulated by the City, payable to the Treasurer of the City, equal to two (2%) percent of the par value of the Bonds, or $160,000.00. If a Financial Surety Bond is used, it must be from an insurance company licensed to issue such bond in the State of Oklahoma, and such bond must be submitted to the City or the Financial Advisor prior to the opening of the bids. The Financial Surety Bond must identify each bidder whose Deposit is guaranteed by such Financial Surety Bond. All bids must comply with the parameters set forth in the Notice of Sale and Instructions to Bidders, a copy of which may be obtained by contacting the City's Financial Advisor (Municipal Finance Services, Inc., c/o Jericah Dawson (405) 340-1727 or jericahdawson@mfsok.com). The City reserves the right to reject all bids.

WITNESS my official hand and the seal of said City this 14th day of April, 2026.

(SEAL)

_____

City Clerk

File Attachments for Item:

29. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-31 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF CHAPTER 36 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A REPLAT OF THE EAST 236 FEET OF LOT SIX (6) AND THE EAST 200 FEET OF LOT SEVEN (7), OF ELMWOOD ADDITION, AND LOT TWELVE (12), IN BLOCK ONE (1), OF PARKVIEW ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT, AND PLACE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (THE NOUN HOTEL 542 AND 534 S. UNIVERSITY BOULEVARD; WARD 4)

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 04/14/2026

REQUESTER: Noun Hotel, LLC

PRESENTER: Jane Hudson, Planning & Community Development Director

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-31 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF CHAPTER 36 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A REPLAT OF THE EAST 236 FEET OF LOT SIX (6) AND THE EAST 200 FEET OF LOT SEVEN (7), OF ELMWOOD ADDITION, AND LOT TWELVE (12), IN BLOCK ONE (1), OF PARKVIEW ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT, AND PLACE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (THE NOUN HOTEL 542 AND 534 S. UNIVERSITY BOULEVARD; WARD 4)

APPLICANT/REPRESENTATIVE	The NOUN Hotel LLC /Rieger Sadler Joyce, LLC
LOCATION	534 & 542 S. University Boulevard
WARD	4
CORE AREA	Yes
EXISTING ZONING	CCPUD, Center City Planned Unit Development
EXISTING LAND USE DESIGNATIONS	Urban High
CHARACTER AREA	Core Neighborhood
PROPOSED ZONING	CCPUD, Center City Planned Unit Development
PROPOSED LAND USE	No Change

REQUESTED ACTION Amendment of the adopted CCPUD for this site

SUMMARY:

The applicant, NOUN Hotel LLC, is requesting an amendment to the existing CCPUD, Center City Planned Unit Development (O-1920-52). The proposed amendment will allow the expansion of the existing hotel north to the lot at 534 S. University Boulevard. The existing CCPUD initially called for this 534 S. University Boulevard site to be utilized for the relocation of the Presbyterian Thrift Store from its current location on Toberman Drive. The Thrift Store relocation has not occurred to date; the applicant is moving forward with plans for expansion of the NOUN Hotel to this site. The proposed expansion may include guest rooms, meeting rooms and office space.

EXISTING CONDITIONS:

SIZE OF SITE: 1.22 Acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning (BFS)	CCPUD	CCFBC (Urban Residential)	CCFBC (Urban Residential)	CCFBC (Urban General)	CCFBC (Detached)
Land Use	Urban High	Urban High	Core Business District	Urban High & Civic	Urban Low
Current Use	Hotel & Associated Uses for the NOUN	Residential (Duplexes)	Residential (Multi-family), Office & Parking Lot	Commercial Parking Lot and OU Property	Residential (Single-Family & Duplexes) Thrift Store

ZONING DESIGNATIONS
CCPUD, Center City Planned Unit Development

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

LAND USE DESIGNATION
Urban High (UH)
Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Low to no building space and separation of uses. This area is intended to

create opportunities for economic activities attracting a city-wide audience, and place residents closer to services and jobs.

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

CHARACTER AREA DESIGNATIONS

Core Neighborhood Areas

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

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

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

NEAREST PUBLIC PARK

Centennial Park is located approximately .22 miles northwest of the development site. Legacy Trail Park is located approximately .62 miles east of the development site. Each of these parks can be accessed using available sidewalks and crosswalks along the streets.

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT: PD25-34 December 18, 2025

Several neighboring residents were in attendance and shared concerns regarding the proposed height of the hotel addition. They stated that the CCFBC Regulating Plan limits the height to three stories on the west side of S. University Boulevard and that this should be maintained. Some inquired if there was a way to lower the height of the proposed addition. Other concerns raised by neighbors included: stormwater runoff, proposed landscaping and use for the open area, how the addition would be serviced, and if additional parking was proposed. Neighbors had questions regarding whether the gate onto Park Drive would be opened and if the walkway would be altered.

BOARD OF PARKS COMMISSIONERS:

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

REVIEW COMMENTS:

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

CITY DEPARTMENTS

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

FIRE DEPARTMENT

Fire codes will be addressed at the building permit stage.

BUILDING REVIEW

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

PUBLIC WORKS/ENGINEERING

The subject property is comprised of two lots which are part of the Elmwood Addition and Parkview Addition Plats. An application for a Lot Line Adjustment to join the existing lot occupied by the NOUN Hotel and the lot at 534 S. University Boulevard will be necessary prior to building permit issuance.

TRANSPORTATION ENGINEER

A traffic impact analysis is not required for this project. However, the applicant has provided a Traffic Impact Memo, which is attached as a supporting document.

PLANNING

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

Appendix B

SEC. 520 CENTER CITY PLANNED UNIT DEVELOPMENT

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

Specifically, the purposes of this section are to:

1. Provide an alternative zoning district to the CCFBC where a property owner proposes a development that does not meet the strict regulations required in the CCFBC.

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

*The applicant is requesting an amendment to the property's existing CCPUD to allow for an expansion of the NOUN Hotel to accommodate an office, a ballroom, and additional guest rooms. This proposal is **consistent** with the purpose of the CCPUD process.*

Uses Permitted

- The proposed amendment will allow for a four-story addition with office, and ballroom/ meeting space on the first floor. The second, third, and fourth floors will have guest rooms. A complete list of uses can be found within the attached CCPUD Narrative as Exhibit C.

*The applicant requests an amendment to the existing CCPUD to allow for the expansion of the existing four-story hotel. The proposed uses for the addition include an office, a ballroom/meeting space, and 54 guest rooms. The applicant submitted amendments to the adopted CCPUD Narrative and Site Development Plan to meet this proposed expansion. The project fronts onto S. University Boulevard and is located just north of the University of Oklahoma. Additionally, the proposal is across from the commercial area known as Campus Corner. The proposal is generally **consistent** with the surrounding uses to the north, east and south of the property, and follows the existing CCPUD Narrative.*

Area Regulations

- The CCPUD proposes an addition of the hotel structure to the north along the Required Build Line, as prescribed by the CCFBC Regulating Plan. The amendment proposes a 10-foot setback from the north property line and a 17-foot setback from the rear property line, along the western side of the lot.

The applicant proposes to follow the Required Building Line (RBL)/the build to line on this lot for the hotel expansion, meeting the CCFBC regulations. The CCFBC, in Section 402.D.1.b., limits structures to a height of 30 feet when placed within 50 feet of a common lot line with property designated Detached Frontage Building Form Standard, as is the case here (to the west). While the CCPUD proposes a 17-foot setback along the western property line abutting property designated as Detached Frontage, it does not meet the required 50-foot setback in the CCFBC. This proposed expansion will be 54 feet in height, which is the same height as the existing structure.

The CCPUD Site Plan designates the west and north side setback areas as Open Space and places limitations on these areas in the CCPUD Narrative to prohibit any structures or programming in the space. The Open Space provides a buffer between the hotel structure and

existing residential properties to the north and west while allowing access for maintenance purposes to the rear of the proposed addition and Open Space area.

*The proposed height of the expansion is a continuation of the existing building, but it does not meet the 50-foot rear setback requirements of CCFBC Urban Residential Frontage, the proposed addition is **inconsistent** with the area regulations. (Also noted in the Height Regulations section below.)*

Height Regulations

- The proposed expansion will maintain the current four-story height of the existing hotel.

*The CCFBC Building Height Map limits the height on the west side of S. University Boulevard to three stories. The properties to the north and east of the proposed hotel expansion are designated CCFBC, Urban Residential, which allow a maximum of three-stories. The residential properties to the west are designated CCFBC, Detached Frontage, and are limited to a maximum of two stories. The proposed four-story building is **inconsistent** with the height regulations of the CCFBC.*

Open Space

- The CCPUD Narrative states that a minimum of 15% will be maintained for the entire development. The CCFBC requires one tree per 800 square feet of Open Space. The CCPUD Site Development Plan proposes trees along the west property line adjacent to the west perimeter fence.

*Staff requested the applicant submit a plan indicating the common open space and additional details regarding the amount of open space shown on the site plan. The applicant did not submit a verified Open Space Site Plan demonstrating where the required 15% is located for this Property. If developed with 15% Open Space as provided for in the Narrative, this project will be **consistent** with the Open Space regulations of the CCFBC; however, without additional detail staff cannot currently verify the site plan demonstrates the required 15%.*

Landscaping

- The existing perimeter fence is proposed to be extended along the west property line and north property line of 534 S. University Boulevard. Proposed landscaping will be placed adjacent to the proposed perimeter fence. Locations and types of trees and shrubs to be finalized at the time of building permit in conjunction with City staff.

As shown on the Site Development Plan, Exhibit A, the applicant is providing seven (7) trees along the proposed perimeter fence on the west property line of the new/expanded area of the NOUN Hotel. Landscaping is to be coordinated with the City's Forester.

Per the Narrative, landscaping shall be provided and maintained on the Property. The Narrative also states In lieu of Street Trees along S. University Boulevard, the applicant shall utilize large landscaping beds and potted large holly trees.

*The Site Development Plan, Exhibit A, depicts areas outside the Property and beyond the reach of these CCPUD provisions. Though staff requested, Applicant declined to demonstrate the CCPUD boundary lines on the applicant-submitted site plan. The **NOUN CCPUD Boundary Site Plan** included with this Staff Report was created by staff for City's Council's reference. One area depicted beyond the CCPUD Boundary is a patio on the right-of-way*

fronting S. University Boulevard. This patio is not a part of this CCPUD approval and applicant must seek a separate Revocable Right-of-Way Agreement approval from City Council to construct or locate it, which has not been yet requested. Areas outside the CCPUD boundary cannot satisfy nor alter open space, landscaping or other CCPUD requirements addressed herein.

*Because the applicant is not planting the required CCFBC Street Trees in the Tree Lawn, the proposed development is **inconsistent** with the CCFBC regulations.*

Traffic Access, Circulation, Parking, and Sidewalks

- Traffic circulation and access to the Property shall be allowed in the manner shown on the attached Site Development Plan. No additional curb cuts beyond the existing access to University Boulevard are proposed. No changes are proposed to the existing parking lots or internal walkways found at 542 S. University Boulevard.
- A traffic impact report was submitted by the applicant which states no traffic related issues are anticipated with the development of the proposed hotel expansion.
- A five-foot sidewalk will be added where there is currently driveway access to 534 S. University Boulevard.
- No new parking areas are planned for the 534 S. University Boulevard.

*This property is in the CCFBC District which does not typically permit curb cuts along street frontages. No additional vehicle access points are proposed for the site beyond the existing access off S. University Boulevard at the main entrance of the NOUN Hotel. An internal walkway along the north side of the existing hotel leading from Park Drive to S. University Boulevard will be maintained and an extension of the existing five-foot sidewalk along S. University Boulevard is proposed. For this reason, the proposed site plan is **consistent** with the surrounding area's traffic access, circulation, parking, and sidewalk standards.*

*The proposed development is **consistent** with the City's traffic access, parking, and sidewalks, regulations.*

Lighting

- All exterior lighting shall be installed in accordance with the applicable regulations of Section 36-549, Commercial Outdoor Lighting Standards, as amended from time to time.

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

Signage

- No signage is proposed for the addition's exterior elevations. However, the CCPUD Narrative has been amended to allow temporary sidewalk easel signs in the dooryard area in front of the addition. Any additional signage for the development will be constructed in accordance with the Center City Form Based Code, as outlined in Exhibit D of the CCPUD Narrative.

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

Screening

- Perimeter fencing is proposed by the CCPUD Narrative along the north and west property lines. The CCPUD Site Plan proposes an eight-foot masonry perimeter fence on the west property line and an eight-foot wood fence on the north property line.

*The CCFBC regulations require a four- to six-foot garden wall along property lines that abut Detached Frontage. The property to the west is designated Detached Frontage and the property to the north is Urban Residential Frontage. The applicant proposes an eight-foot masonry wall on the west property line and an eight-foot wood fence on the north property line. The proposed screening meets and exceeds the CCFBC requirements and is therefore **consistent** with the regulations.*

COMPREHENSIVE PLAN CONSIDERATIONS

Character Area Policies
General Policies

Non-Residential Policies

- New non-residential development should use high quality building materials such as glass, brick, stone, wood or cementitious siding.
- Require that loading areas be located to the rear and sides of buildings and screened from view.
- Ensure that all sides of a parking garage that are visible from public view are architecturally consistent with the buildings it serves.
- Buildings in a corporate campus should have an internal pedestrian network between buildings.

*The proposed addition will utilize brick and façade designs found on the existing hotel, as shown in Exhibit B, Exterior Renderings. Loading areas are to the rear of the existing hotel and no new loading area is proposed for the addition. The existing parking lots located south and west of the NOUN Hotel provide parking spaces, as noted on the Site Plan, and are screened with existing landscaping. Any additional parking needed for the addition will be provided via a lease with the property owner to the south of hotel. The existing internal walkways allow pedestrians to access the surrounding commercial and residential areas. The proposed development is **consistent** with the Character Area General Non-Residential Policies because it promotes a commercial building with a design and use that is desired in the Core Area.*

Core Neighborhood Areas Policies

- Continue to maintain and improve public facilities and infrastructure that supports infill development and reinvestment.
- Residential development should reinforce the Core through a combination of rehabilitation in the downtown area and compatible new infill development targeted to a broad range of income levels, including multi-unit townhomes, apartments, lofts, and condominiums.
- Focus mobility infrastructure on pedestrian comfort, safety, and convenience where there are smaller lots and greater proximity to a range of services.
- Ensure that redevelopment and infill developments:
  - Address the impacts of parking and access:
    - Off-street parking should be screened from public right-of-way, and placed in the rear of the lot for all development.

    - For residential development, access to garages and parking pads are encouraged from a rear loaded alley.
    - Alternative modes of transportation, including walking, rolling, biking, and public transit should be a priority with safe, clear connections. This includes improving sidewalks and filling gaps in the sidewalk network during development.
    - Reflects the scale and characters of surrounding properties:
        - Structures should not be significantly taller, further from the front property line, or be inconsistent with the massing of neighboring properties.
    - Reduce the impact of higher intensity uses to adjacent lower intensity uses with screening and landscaping. Native landscaping is encouraged.
    - Encourage activation of the street space along arterials with pedestrian amenities.
- Increased impervious area coverage should be mitigated using LID stormwater BMPs regardless of parcel size or existing impervious area coverage.
- New architecture should be compatible with existing neighborhoods. Modern, contemporary architecture should be limited but can be accommodated as long as scale transitions and architectural elements achieve continuity.

The proposed expansion exceeds the height of the single-family residential properties located to the west. While the setback, landscaping, and fencing along the western property line do not fully eliminate the apparent height difference between the residences and the hotel addition, these elements are intended to help mitigate the transition in scale while providing a high-quality commercial structure within the Core Area. Internal walkways connect to the public sidewalk system, offering safe and convenient pedestrian access to Campus Corner, nearby neighborhoods, and the University of Oklahoma campus. Outdoor seating, including chairs and tables, is proposed in front of the hotel addition, further supporting an active streetscape along the NOUN Hotel frontage. Overall, the proposed development is largely ***consistent*** *with the Core Neighborhood Character Area policies.*

Land Use Development Policies

Urban High Policies

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

The proposed development consists of a four-story addition to the existing hotel to accommodate an office, ballroom/meeting space and 54 additional guest rooms. While the development does not provide residential housing, the hotel expansion will increase economic growth in Core Norman by providing accommodations for visitors to Norman. For these reasons, the development is ***consistent*** *with the Urban High Land Use policy.*

Building Types

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

The proposed development features a four-story building, while surrounding properties are one-story and two-story structures. The Urban High Character Area allows for structures to be two-stories higher than surrounding properties. The hotel expansion also offers a clearly defined outdoor seating area along the front of the building facing S. University Boulevard, thereby creating a public space. For these reasons, the proposed development is ***consistent*** *with the Urban High Land Use policy for Building Types.*

Site Design

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

A public sidewalk is present along the property line in front of the proposed addition. A walking path that leads from Park Drive to S. University Boulevard along the north edge of the existing hotel will be maintained with the development of the proposed addition.

Per the Narrative, landscaping shall be provided and maintained on the Property. In lieu of Street Trees along S. University Boulevard, the applicant shall utilize large landscaping beds and potted large holly trees.

The CCPUD Narrative proposes 78% of impervious coverage. The CCFBC allows up to 85% impervious coverage if engineered solutions are proposed to mitigate the effects of the increase in coverage, as is proposed in this case. The applicant proposes low-impact development techniques to mitigate stormwater, including the installation of raingarden at the rear yard of the addition to the hotel. This raingarden will retain stormwater before releasing to existing drainage inlet located near the rear of the existing hotel structure.

The proposed site plan does meet the AIM Core Neighborhood goal of encouraging activation of the street space. For these reasons, the development is ***consistent*** *with the Urban High Land Use Development Policies.*

Areas included on applicant's CCPUD site plan that are outside the CCPUD boundary are separately depicted on the NOUN CCPUD Boundary Site Plan provided with this staff report.

Transportation

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

The development site is located less than half a mile from the University of Oklahoma's campus bus hub located on Asp Avenue, east of the South Oval. Additionally, there are two Embark bus stops near the hotel's entrance on S. University Boulevard. Bicycle racks are currently located on the south side of the hotel, further supporting multimodal transportation. For these reasons, the development is ***consistent*** *with the Urban High Land Use policy.*

Utility Access

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

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

Public Space

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

The existing development has internal walkways linked to the public sidewalk system. Additionally, the existing hotel and the expansion will offer sidewalk tables and chairs in a recessed section of the hotel addition along S. University Boulevard. This expansion of the existing NOUN Hotel development is ***consistent*** *with the Urban High Land Use policy.*

Neighborhood and/or Special Area Plans

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

UTILITIES

AIM NORMAN PLAN CONFORMANCE

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

SOLID WASTE MANAGEMENT

Proposed development meets requirements for City streets and provides access for solid waste services. An existing dumpster is shown on the Site Plan and is adequate for servicing the NOUN Hotel and the expansion.

WATER/WASTEWATER AVAILABILITY

Water Availability

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

Wastewater Availability

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

DISCUSSION:
Overall, the proposed development largely aligns with the AIM Norman Land Use and Character Area objectives. This proposal will provide additional commercial activity to this area of Norman.

The CCPUD Narrative proposes amendments to allow for the expansion of the NOUN Hotel. The proposed addition will have ballroom/meeting event space, office space, and 54 additional guest rooms.

As discussed in this Staff Report, this Ordinance only applies to the area within the CCPUD boundary as shown on the attached document, “NOUN CCPUD Boundary Site Plan””.

CONCLUSION:
Staff forwards this request to amend the existing CCPUD as O-2526-31 for consideration by City Council.

PLANNING COMMISSION RESULTS:
At their meeting on February 12, 2026, the Planning Commission recommended approval of Ordinance O-2526-31 by a vote of 7-0.

STAFF NOTE: Since this item was posted for the Planning Commission meeting, the applicant has informed staff that 54 guest rooms are planned for the expansion instead of 48. Staff has updated this report to reflect the new guest room count.

O-2526-31

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF CHAPTER 36 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A REPLAT OF THE EAST 236 FEET OF LOT SIX (6) AND THE EAST 200 FEET OF LOT SEVEN (7), OF ELMWOOD ADDITION, AND LOT TWELVE (12), IN BLOCK ONE (1), OF PARKVIEW ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT, AND PLACE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (542 AND 534 S. UNIVERSITY BOULEVARD; WARD 4)

§ 1. WHEREAS, Noun Hotel, LLC, the owners of the hereinafter described property, have made application to have the subject property removed from a CCPUD, Center City Planned Unit Development, and placed in a CCPUD, Center City Planned Unit Development; and

§ 2. WHEREAS, said application has been referred to the Planning Commission of said City and said body has, after conducting a public hearing on February 12, 2026 as required by law, considered the same and recommended that the same should be granted and an ordinance adopted to effect and accomplish such rezoning; and

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

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

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

542 S University Blvd:

Replat of the East 286 feet of Lot Six (6) and the East 200 feet of Lot Seven (7), of Elmwood Addition, to the City of Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

534 S University Blvd:

Lot Twelve (12), in Block One (1), of Parkview Addition, to Norman, Cleveland County, Oklahoma, according to the recorded plat thereof.

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

a. The site shall be developed in accordance with the CCPUD Narrative and the Site Development Plan, and supporting documentation, which are made a part hereof.

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

ADOPTED this _____ day of _____, 2026.

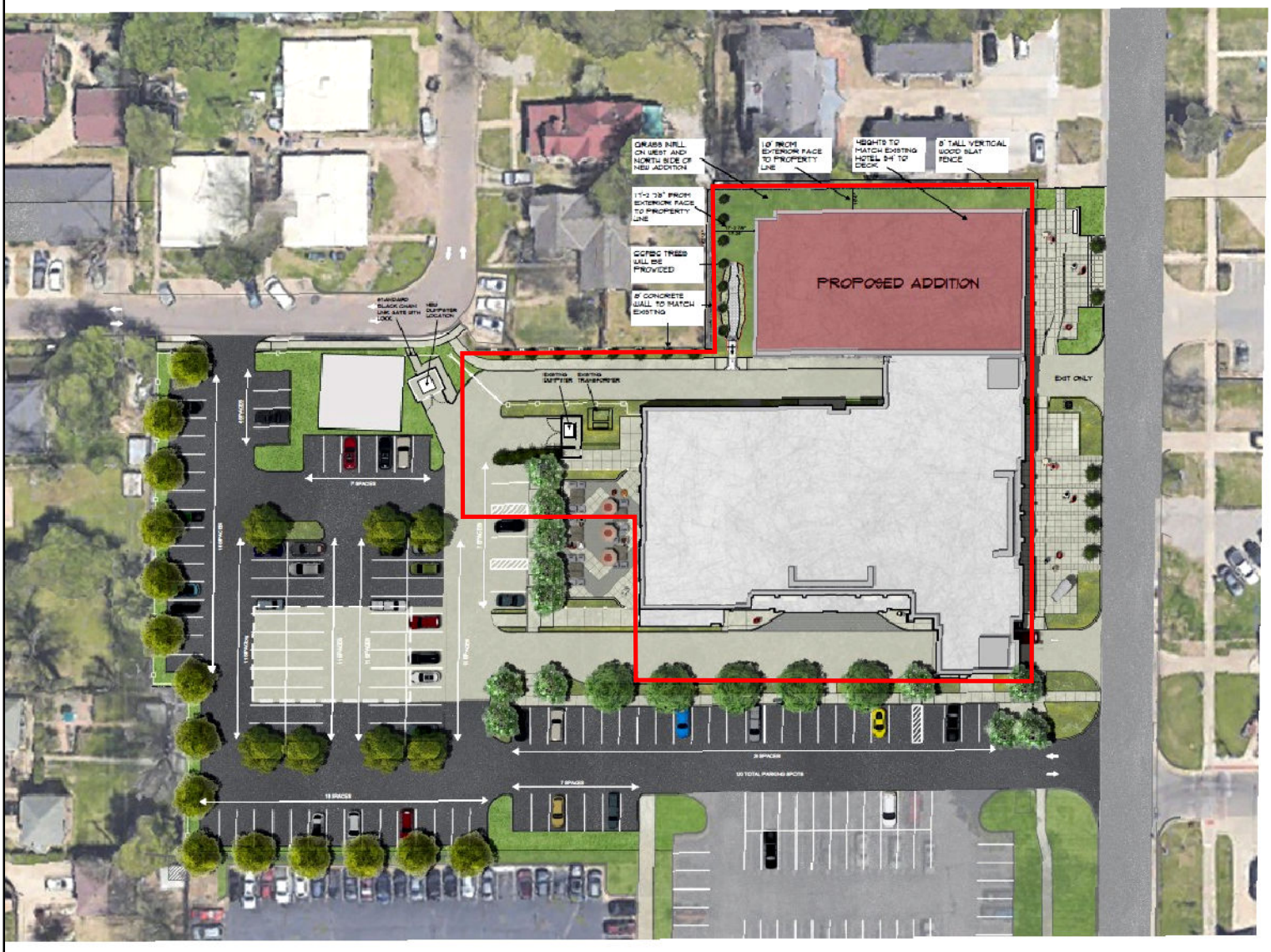
_____
(Mayor)

ATTEST:

_____
(City Clerk)

NOT ADOPTED this _____day of _____, 2026.

_____
(Mayor)



CCPUD\Radius Map Subject Tract

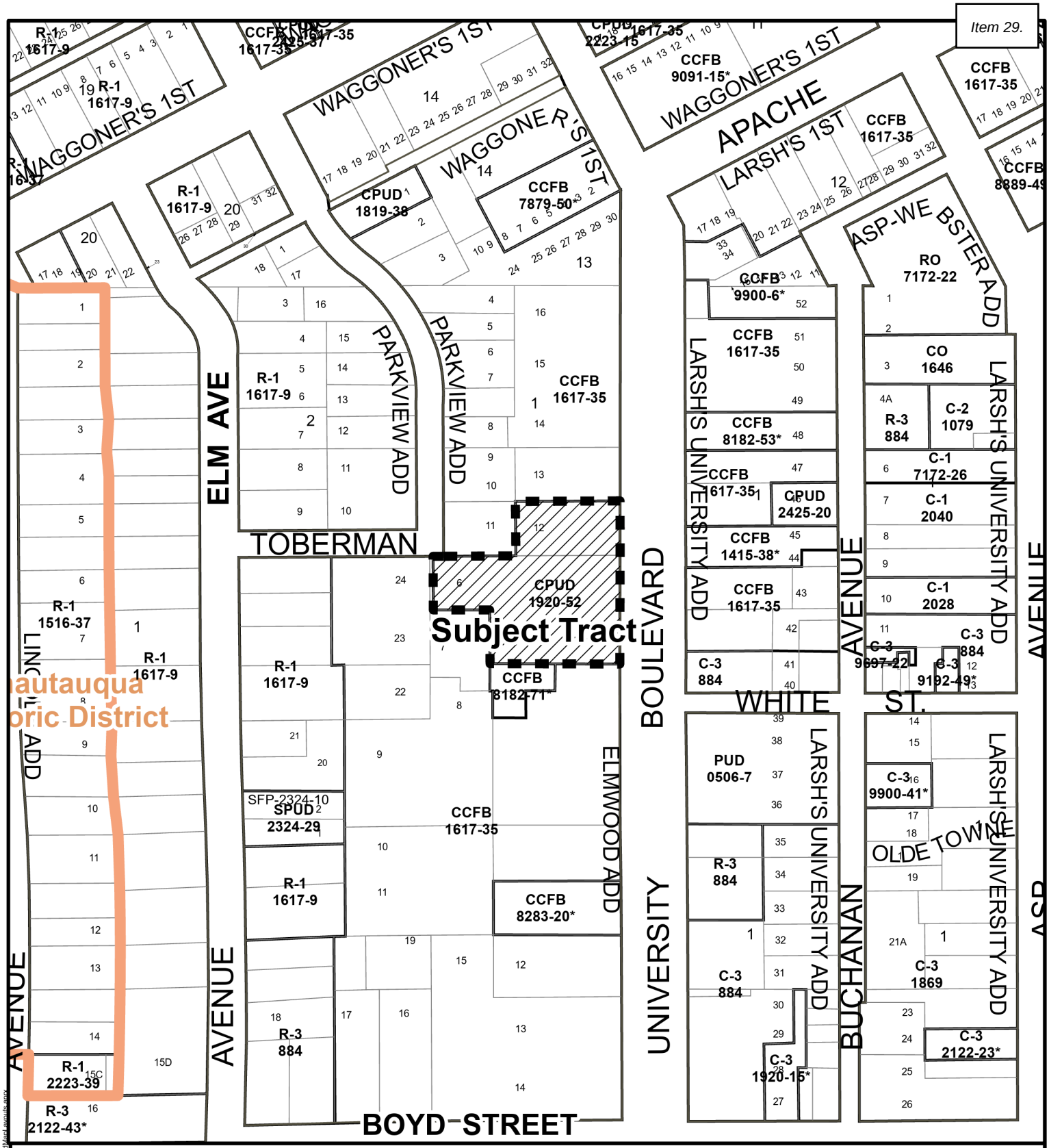
City Council Meeting

February 11, 2026

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Map Produced by the City of Norman Geographic Information System. The City of Norman assumes no responsibility for errors or omissions in the information presented.



Location Map

Map Produced by the City of Norman Geographic Information System. The City of Norman assumes no responsibility for errors or omissions in the information presented.

N W E S

December 2, 2025

0 100 200 Ft.

Subject Tract

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THE NOUN

A Boutique Hotel Development by Noun Hotel LLC

542 & 534 S. University Blvd.,

Norman, Oklahoma

Application for:

Center City Planned Unit Development

Submitted December 1, 2025

Revised February 5, 2026

PREPARED BY:

RIEGER SADLER JOYCE LLC

136 Thompson Drive

Norman, Oklahoma 73069

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I. INTRODUCTION

A. **Background and Intent**. The Noun is a boutique hotel development operated by Noun Hotel LLC (the "**Applicant**"). This amendment to the Center City Planned Unit Development ("**CCPUD**"), located at 542 and 534 South University Boulevard, Norman, Oklahoma (collectively, the "**Property**"), is intended to allow for expansion of the existing hotel. The Property contains approximately 1.22 acres (as combined across two parcels of 542 and 534 University). This CCPUD is intended to put forth the parameters for which the Property shall be developed in order to facilitate the expansion and operation of the Noun, as well as other compatible uses as more specifically described herein. The Property is located in the Campus Corner area and offers a unique opportunity for a boutique hotel to continue serving the City of Norman's thriving Downtown, Campus Corner Restaurants and Merchants, the University of Oklahoma, and the City's numerous festivals and events, including but not limited to the Norman Music Festival, OU gamedays and events, and various other gatherings. The expansion of the Noun builds upon the success of the existing hotel and will enhance its ability to support the thriving districts of the core area.

B. **Development Team**. The Applicant is Noun Hotel LLC. The architects for the project are GH2 Architects. SMC Consulting Engineers are serving as the civil engineers for the project. Traffic Engineering Consultants, Inc. are providing traffic analysis for the project.

II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS

A. **Location**. The Property is situated West of University Boulevard, North of Boyd Street, East of Elm Avenue, and touches the corner of Toberman Drive and Park Drive. The specific location is illustrated on the Site Development Plan, attached hereto as "**Exhibit A**."

B. **Existing Land Use and Zoning**. The Property is situated within the Center City Form Based Code ("**CCFBC**") District and is currently zoned as a CCPUD. 542 South University is improved with the existing Noun Hotel, and 534 South University is currently developed with a single-family residence.

C. **Elevation and Topography.** The Property is essentially flat with little elevation change throughout the entirety of the development. 542 South University is currently developed with the existing hotel and associated paved areas, resulting in little to no pervious surface. 534 South University currently contains a residential home.

D. **Drainage**. The Applicant proposes stormwater and drainage management systems that meet or exceed the City's applicable ordinances and regulations, and that will include features of Low Impact Development and Best Management Practices.

E. **Utility Services**. All necessary utilities for this project (including water, sewer, gas, telecommunications, and electric) are currently located within the necessary

proximity to serve the Property, or they will be extended by the Applicant, as necessary.

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

G. **Traffic Circulation and Access**. Access to the Property shall remain as currently existing. A curb cut exists at the south boundary of the Property at S. University Blvd., which shall serve as the two-way entrance and exit to the Property, and serve as the primary access point to the hotel. The curb cut on the north end of 542 South University and south of 534 South University shall function to merely a one-way service road exiting the Property. The existing curb cut to 534 South University shall be removed.

III. DEVELOPMENT PLAN AND DESIGN CONCEPT

The Property shall be developed in compliance with the Site Development Plan, attached as **Exhibit A**, and the development criteria contained herein. The Exhibits attached to this CCPUD narrative are incorporated herein by reference.

A. **Permissible Uses**.

The Property is situated within the Center City Form Based Code District. This CCPUD is sought in order to allow for more flexible development, in fulfillment of the stated goals of the Center City Area of the Property, than what would be allowed under the applicable provisions of the Center City Form Based Code. Each respective lot shall retain its current allowable uses and shall add the additional uses stated below. An exhaustive list of the allowable uses is shown below and duplicated as attached hereto as **Exhibit C**.

Additional Permissible Uses:

- Hotel/Overnight Lodging and related support services and amenities (limited to the hotel and restaurant/bar operations)
- Banquet Hall, Conference Center, Reception Area, Ballroom and/or Meeting Space, and associated activities (limited to the hotel and restaurant/bar operations)
- Restaurant and/or Bar
- Art Gallery or Display Space (limited to the hotel and restaurant/bar operations)
- Office Uses (limited to the hotel and restaurant/bar operations)
- Fitness (limited to hotel guests and hotel operations)
- It is noted that the Center City Code already allows for this Property to be used as: "*residential/**overnight lodging and related support services**, such as lobbies, leasing offices, resident exercise facilities, etc*." Therefore, much of the requested uses herein are already allowed under the existing CCFBC.

B. Development Criteria.

1. **Area Regulations**. The development shall comply with the setbacks shown on the Site Plan. As shown on the Site Plan, the addition to the hotel shall have a seventeen (17') foot setback from the West property line and a ten (10') foot setback from the North property line. Original documents will be provided in large scale to better read the setbacks shown.

2. **Building Height**. The hotel shall be allowed to reach a maximum height of four stories and 54' at roof deck, excluding any necessary mechanical units, equipment, screening, or parapet walls. It is noted that the CCFBC allows for 46 feet in height on the west side of University Blvd. Thus, this request is a mere 8 feet more in height. The additional height requested herein shall be utilized only for the existing portions of the hotel already constructed to 54' and the expansion to the hotel as shown on the site plan.

3. **Exterior Materials**. The exterior of the building shall be constructed in substantial compliance with the Exterior Renderings, attached hereto as **Exhibit B**. The exterior materials of the building to be constructed on the property may be brick, stone, synthetic stone, high impact quality stucco or EIFS, masonry, metal accents, and any combination thereof. The project shall comply with the materials requirements of CCFBC under 402. General Provisions; J. Architectural Materials (exteriors).

4. **Sanitation**. Trash dumpster will be located as depicted on the Site Development Plan or in locations approved by City sanitation services and will be screened with similar materials similar in character as the hotel building. The location of the dumpster is located more than thirty feet from the nearest property line.

5. **Signage**. Signage for the Property shall be allowed in the locations and manners depicted on the Exterior Renderings. Additional signage on the Property shall be allowed to comply with the restrictions and provisions attached hereto as **Exhibit D**.

6. **Traffic access/circulation and sidewalks**. Access to the Property shall be in the locations and in the manner depicted on the Site Development Plan. Sidewalks will be constructed along University Boulevard and Toberman Drive in accordance with applicable City of Norman standards. Landscaping shall accommodate all City of Norman traffic sight triangle requirements. While the Thrift Store remains in its current location, the existing curb cut located on Toberman Drive will be gated and closed at all times, except for the Thrift Store's operating hours. Should the Thrift Store permanently discontinue its

operations at the current location, the existing curb cut located on Toberman Drive will be permanently closed by the Applicant and the 8-foot-tall precast concrete wall will be placed in the location where the gate and building stood (if building is removed). A paved Pedestrian Pathway shall run from the corner of Toberman Drive and Park Drive to S. University Blvd, as depicted on the Site Plan. A portion of the Pedestrian Pathway will run along the north fire/service exit lane but shall be separated from the vehicular traffic through the use of a mountable curb or similar safety measures in order to allow fire access to the north portion of the building in the event of an emergency. The Applicant will install security cameras on the Property to enhance the security of the Property, including the parking lot and pedestrian pathway.

7. **Lighting**. All exterior lighting shall comply with the City of Norman commercial lighting ordinance, including the submission of a photometric lighting plan at time of building permit review. Lighting of the North and West sides of the hotel structure and the proposed addition shall be limited to the extent practicable, and as necessary for safety considerations, in order to be sensitive to the nearby residences. Streetlights shall be installed along the portion of South University Boulevard abutting the Property at a distance of 140' feet apart due to the proposed drop-off location on the east side of the Property. Ample exterior lighting will also be provided in the street frontage area around the drop off to assist with use of that area after dark.

8. **Open Space**. Open space shall be utilized on the Property in the locations and manners depicted on the Site Development Plan. Open Space for the project shall not be less than 15%. The development will incorporate features of low impact development (LID) solutions, allowing for a maximum impervious area for the project of 85%. Applicant shall provide street furniture on the Property in the form of multiple tables, chairs, benches, and a seat wall on the Property.

9. **Landscaping; Fencing**. Landscaping shall be provided and maintained on the Property. In lieu of Street Trees along S. University Boulevard, the Applicant shall utilize large landscaping beds and potted large Holly Trees. Landscaping, to include trees, fencing and walls for perimeter treatment, shall be featured along the North and West borders of the Property to provide a buffer to the residential neighborhood to minimize light, noise and other effects to the residentially zoned properties. In accordance with the Site Development Plan, an eight (8') foot tall concrete wall, matching the existing wall on the North and West sides of the hotel, shall be installed along the West side of the addition. An eight (8') foot tall wooden fence shall be installed along the North border of the Property. All perimeter fencing and walls shall be coordinated with the City Forester as to best manner of size and installation in order to preserve the existing mature trees along the boundary to the extent reasonably possible.

Additionally, in accordance with the Site Development Plan, trees will be installed along the West boundary of the addition as an added buffer to the residential neighborhood. All trees to be planted on the Property shall be of a minimum of 2-inch caliper and shall be of the type listed on the tree species list attached hereto as **Exhibit E**. A rain garden to filter and reduce stormwater runoff shall also be installed along the West boundary of the addition. The location and design of the rain garden shall be subject to change based on engineer calculations at the time of installation. Except for instances in which repairs are needed due to causation of damage by neighboring property owners or their guests, invitees, agents, or contractors, Applicant shall be responsible to maintain the required perimeter fencing and wall, landscaping, and trees; and, as necessary, to replace any required perimeter fencing and wall, landscaping, or trees to ensure compliance with the requirements herein. Perimeter fencing and wall is to be constructed prior to an occupancy permit being issued for the hotel.

10. **Parking**. Parking shall meet or exceed 94 parking spaces. Parking will be as depicted on the Site Development Plan and the Applicant will participate in shared parking with the owner of the parking lot located to the South of the Property for additional parking for the hotel guests. Bike parking shall be provided on the Property, with a minimum of 12 bike racks. Applicant shall be responsible for maintaining the stormwater infrastructure to ensure its proper operation as proposed.

11. **Outdoor Space**. As shown on the Site Plan, an open-air, outdoor space connects to the hotel that will be used to support meetings, events, and other functions at the hotel. The outdoor space will not be utilized for any functions later than 9:00 pm on Sunday through Wednesday, and 10:00 pm on Thursday through Saturday. No amplified live instruments shall be used in the outdoor space. No drums, amplified or not, shall be used in the outdoor space. No televisions or video screens may be located or oriented in a manner that can be seen from abutting residentially zoned properties. No loudspeakers, televisions, phonographs, radios, or other audio devices shall be used in a manner to be heard in excess of noise ordinance limits, from neighboring residentially zoned properties. Any speakers or audio devices shall be oriented and directed only in a direction that is away from abutting residentially zoned properties. The Applicant may obtain noise variances as is allowed by the City of Norman ordinances. A six (6) foot masonry (or similar wall, such as a living wall, etc.) will enclose the outdoor space to reduce any effects of noise, light, and other issues to the abutting residentially zoned properties. Additionally, the seventeen foot (17') setback area west of the addition to the hotel shall be maintained as open space on the Property and shall not be used for any outdoor programs or events. This paragraph 11, and the restrictions herein as to operations of the

outdoor space, shall not be in effect on days in which the University of Oklahoma is having a regular season, or playoff, home football game.

EXHIBIT A

SITE DEVELOPMENT PLAN

Full Size Document Submitted to City Staff



EXHIBIT B

EXTERIOR RENDERINGS

Full Size Documents Submitted to City Staff





EXHIBIT C

Allowable Uses

The intent is to keep the existing allowable uses for each property under the CCFBC and add the additional uses enumerated in this CCPUD. In the event of an ambiguity or conflict, this list shall control the allowable uses for the Property.

Additional Permissible Uses:

- Hotel/Overnight Lodging and related support services and amenities (limited to the hotel operations)
- Banquet Hall, Conference Center, Reception Area, Ballroom, and/or Meeting Space, and associated activities (limited to the hotel and restaurant/bar operations)
- Restaurant and/or Bar
- Art Gallery or Display Space (limited to the hotel and restaurant/bar operations)
- Office Uses (limited to the hotel and restaurant/bar operations)
- Fitness (limited to hotel guests and hotel operations)
- It is noted that the Center City Code already allows for this Property to be used as: "*residential/**overnight lodging and related support services**, such as lobbies, leasing offices, resident exercise facilities, etc*." Therefore, much of the requested uses herein are already allowed under the existing CCFBC.
- Thrift Store/Donation Center as an ancillary function of a church

EXHIBIT D

Additional Signage Provisions

Any signage additional to the signage shown on the Exterior Renderings shall comply with the provisions contained herein:

[This is based on the Signage language of the CCFBC, but in the event of ambiguity or conflict, this exhibit shall control]

1. Intent and Guiding Illustrations

Signs along commercial and mixed-use frontages should be clear, informative and should weather well. Signage is desirable for advertising shops and offices, and as decoration. Signs should be scaled to the District: mixed-use, pedestrian-oriented, with slow-moving automobile traffic. Signage that is glaring or too large creates distraction, intrudes into, and lessens the district experience, and creates visual clutter.

2. General Standards

a. Wall signs are permitted within the area between the second story floor line and the first-floor ceiling with a horizontal band not to exceed 2 feet in height. In no case shall this band be higher than 20 feet or lower than 11 feet above the adjacent sidewalk.

b. Letters shall not exceed 18 inches in height or width. Signs shall not come closer than 2 feet to an adjacent common lot line.

c. Additionally company logos or names may be placed within this horizontal band or placed or painted within ground floor or second story windows.

d. A masonry or bronze plaque bearing an owner's or building's name may be placed in the building's cornice/parapet wall or under the eaves, and above the upper story windows. Any such plaque shall be no larger than a rectangle of 18 square feet.

e. Blade signs (perpendicular to the required building line) not more than 5 feet wide containing a maximum of 25 square feet per side and minimum 9 feet clear height above the sidewalk may be hung from the facade, or from an overhang or awning. Vertically oriented blade signs less than 30 inches wide may contain up to 30 square feet per side.

f. Neon signs are allowed within shopfront windows throughout the Property.

g. No more than 25% of a shop or store window may be covered by signage.

h. Temporary sidewalk easel signs of up to 36" in height are permitted within the dooryard area of both the existing hotel and addition to the hotel. They may also be considered a permitted obstruction to the sidewalk or right-of-way, with prior approval from the City.

i. All illumination of signs and buildings shall be by constant light—flashing, traveling, animated, or intermittent lighting shall not be mounted on the exterior of any building, whether such lighting is temporary or permanent.

3. Prohibited Signs

Outdoor advertising signs, roof signs, free-standing pole signs, monument signs, any kind of animation, and signs painted on the exterior walls of buildings. No digital, flashing, scrolling, traveling, animated, or intermittent lighting shall be on the exterior of any building whether such lighting is of temporary or long-term duration. Portable or wheeled signs and advertising located outside any building are not allowed.

EXHIBIT E

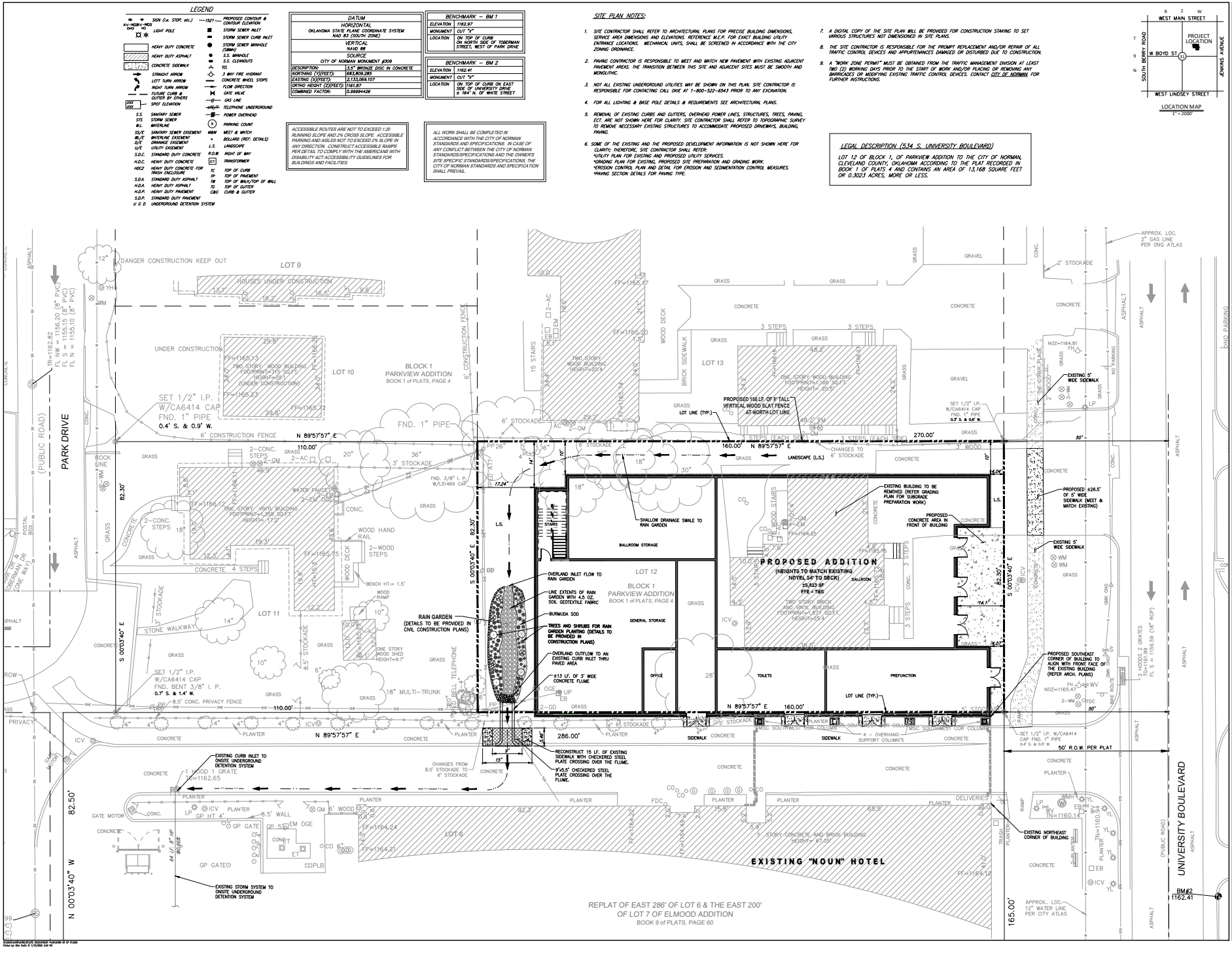
Allowable Tree Species List

This list is based on the City of Norman's allowable tree species lists contained in the CCFBC. In the event of ambiguity or conflict, this list shall control.

The following trees species shall be allowable on the Property. The Applicant shall consider size, location, and surrounding area in determining which of the following species shall be used throughout different locations of the Property.

Carya illinoinensis	Pecan
Cerus canadisis var. texensis	Texas Redbud
Cerus x texensis	Oklahoma Redbud
Juglans nigra	Black Walnut
Magnolia grandiflora	Magnolia
Quercus macrocarpa	Bur Oak
Quercus muhlenbergii	Chinquapin Oak
Taxodium ascendens	Pond Cypress
Taxodium distichum	Bald Cypress

Celtis occidentalis	Common Hackberry
Ginkgo biloba	Ginkgo (male only)
Gleditsia triacanthos var. inermis	Thornless Honey Locust
Platanus acerifolia 'Yarwood'	Yarwood Plane tree
Platanus occidentalis 'Bloodgood'	London Plane tree
Quercus acutissima	Sawtooth Oak
Quercus alba	White Oak
Quercus coccinea	Scarlet Oak
Quercus muhlenbergii	Chinquapin Oak
Quercus palustris	Pin Oak
Quercus phellos	Willow Oak
Quercus buckleyi shumardii	Red Oak
Quercus velutina	Black Oak
Tilia Americana	Basswood/American Linden
Ulmus hollandica 'Groenveldt'	Groenveldt Elm
Ulmus americana "libertas"	Liberty Elm
Ulmus parvifolia	Chinese/Lacebark/Drake Elm



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GRAPHIC SCALE
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SCALE: 1" = 10'

NOT VALID FOR CONSTRUCTION
PROFESSIONAL ENGINEERING
MUHAMMAD ASIF KHAN
18318
OKLAHOMA
UNLESS SIGNED IN THIS BLOCK

THE NOUN BOUTIQUE HOTEL EXPANSION
534 S. UNIVERSITY BOULEVARD
NORMAN, OKLAHOMA

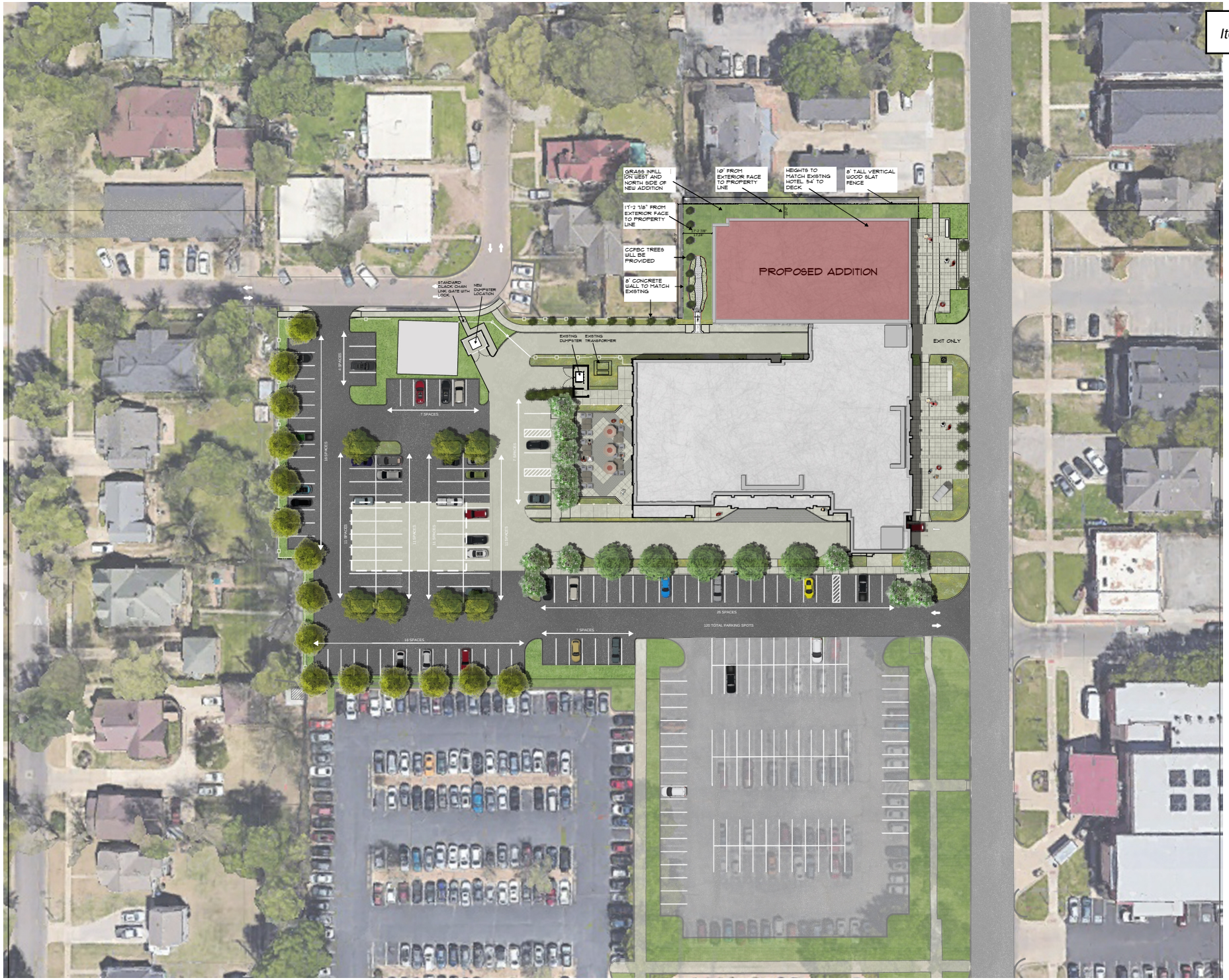
SMC
SMC Consulting Engineers, P.C.
1917 S. Bryant, Edmond, OK 73013
PH: 405-341-3115 Fax: 405-330-1604
CERTIFICATE OF AUTHORIZATION NO. 6A1 EXP. 6/30/2027

No.	Revision	Date

PROJECT NO.: 6408.30
DATE: 10/22/2025
SCALE: 1"=10'
DRAWN BY: MAK
CHECKED BY: MAK

421

SHEET NO.
C6



GH2 ARCHITECTS

INTERIM REVIEW ONLY

THESE DOCUMENTS ARE INCOMPLETE. THEY ARE NOT INTENDED TO BE USED FOR BIDDING, PERMIT OR CONSTRUCTION.

1/5/2026 1:30:47 PM

NOUN BOUTIQUE HOTEL

542 S. University Blvd, Norman, Oklahoma

AS101

ARCHITECTURAL SITE PLAN

GH2 HOSPITALITY ARCHITECTS
GH2.COM

GH2 PROJECT NUMBER:
20190079

ISSUE DATE:
JUNE 21, 2021

ISSUE:
FOR CONSTRUCTION

OTHER ISSUE DATES:

NO.	DESCRIPTION	DATE

SHEET NAME:
ARCHITECTURAL SITE PLAN

1/5/2026 1:30:47 PM



INTERIM REVIEW ONLY

THESE DOCUMENTS ARE INCOMPLETE, NOT TO BE USED FOR CONSTRUCTION, BIDDING OR PERMITTING

10/3/2025 1:30:47 PM

GH2 ARCHITECTS

NOUN BOUTIQUE HOTEL
542 S. University Blvd, Norman, Oklahoma

AS101
ARCHITECTURAL SITE PLAN

GH2 HOSPITALITY ARCHITECTS
GREYCOM

OKLAHOMA CITY
2809 NORTHWEST EXPRESSWAY
SUITE 100
OKLAHOMA CITY, OK 73112
405.810.8879

DATE
JUNE 21, 2021

PHASE
FOR CONSTRUCTION

OTHER ISSUE DATES
NO. DESCRIPTION DATE

DRAWING NAME
ARCHITECTURAL SITE PLAN

SHEET NO.
A1.01

MEMORANDUM

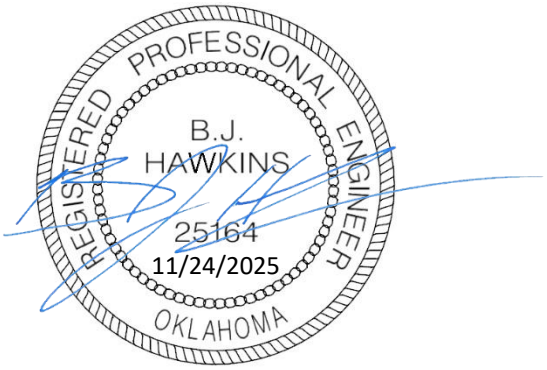
November 24, 2025

TO: Scott Lambert
NOUN Hotel

FROM: B.J. Hawkins, P.E., PTOE

SUBJECT: NOUN Hotel Expansion

LOCATION: University Boulevard and White Street
Norman, Oklahoma



INTRODUCTION

Traffic Engineering Consultants, Inc. (TEC) was retained to conduct a traffic impact review on a proposed hotel expansion which is to be located west of University Boulevard opposite White Street in Norman, Oklahoma as shown in **Figure 1** in **Attachment A**. The site of the expansion is the residential lot directly north of the existing hotel. The existing hotel currently has 92 rooms, and the proposed addition would add an additional 57 rooms as shown in **Figure 2** in **Attachment A**. Access to the development is proposed via the existing three driveways (two full-access driveways and one exit-only driveway) on University Boulevard and one existing full-access driveway on Toberman Drive.

University Boulevard is a two-lane north/south collector – urban with a posted speed limit of 25 miles per hour (mph) and an approximate annual average daily traffic volume of 2,500 vehicles per day (vpd) in the vicinity. University Boulevard features dedicated bicycle lanes on both sides of the street.

SITE GENERATED TRIPS

To determine the effects a new development will have on an existing street system, new or additional trips must be projected. The latest edition of the *Trip Generation Manual*, published by the Institute of Transportation Engineers, was used to determine the number of trips the development is expected to generate. The report is a nationally accepted reference which provides trip rates for determining the trips expected to be generated by different land use types.

Available information was utilized regarding the anticipated land use to determine the additional site generated trips the hotel expansion would be expected to generate. The *Hotel* land use category was utilized to determine the trip generation of the hotel expansion. The resulting trips projected to be generated by the expansion once completed and operational are indicated in **Table 1**.

TABLE 1

Projected Site Generated Trips

Building Type (Land Use)	ITE Land Use Code	Approximate Gross Floor Area or Other	Average Weekday Vehicle Trips			Average AM Peak Hour Directional Distribution		Average AM Peak Hour Directional Trips (vph)		Average PM Peak Hour Directional Distribution		Average PM Peak Hour Directional Trips (vph)	
			Per Day	Per Peak Hour of Adjacent Street Traffic									
				One Hour Between 7am & 9am	One Hour Between 4pm & 6pm								
			(vpd)	(vph)	(vph)	IN	OUT	IN	OUT	IN	OUT	IN	OUT
Trip Rate*	310	(Rooms)	5.84	0.34	0.47	52%	48%	10	9	51%	49%	14	13
Hotel		57	333	19	27								

* Trip Rates from "TRIP GENERATION MANUAL", 12th Ed., Institute of Transportation Engineers.

The hotel expansion would be expected to generate an additional 333 vehicle trips per day, 19 trips occurring during the a.m. peak hour, and 27 trips occurring during the p.m. peak hour than the existing hotel development.

SUMMARY

The traffic generated by the proposed hotel expansion would have minimal effects on the surrounding intersections and roadways and no traffic related issues are anticipated.

Should you have any questions or require additional information regarding these findings, please let me know.

ATTACHMENT A

FIGURES

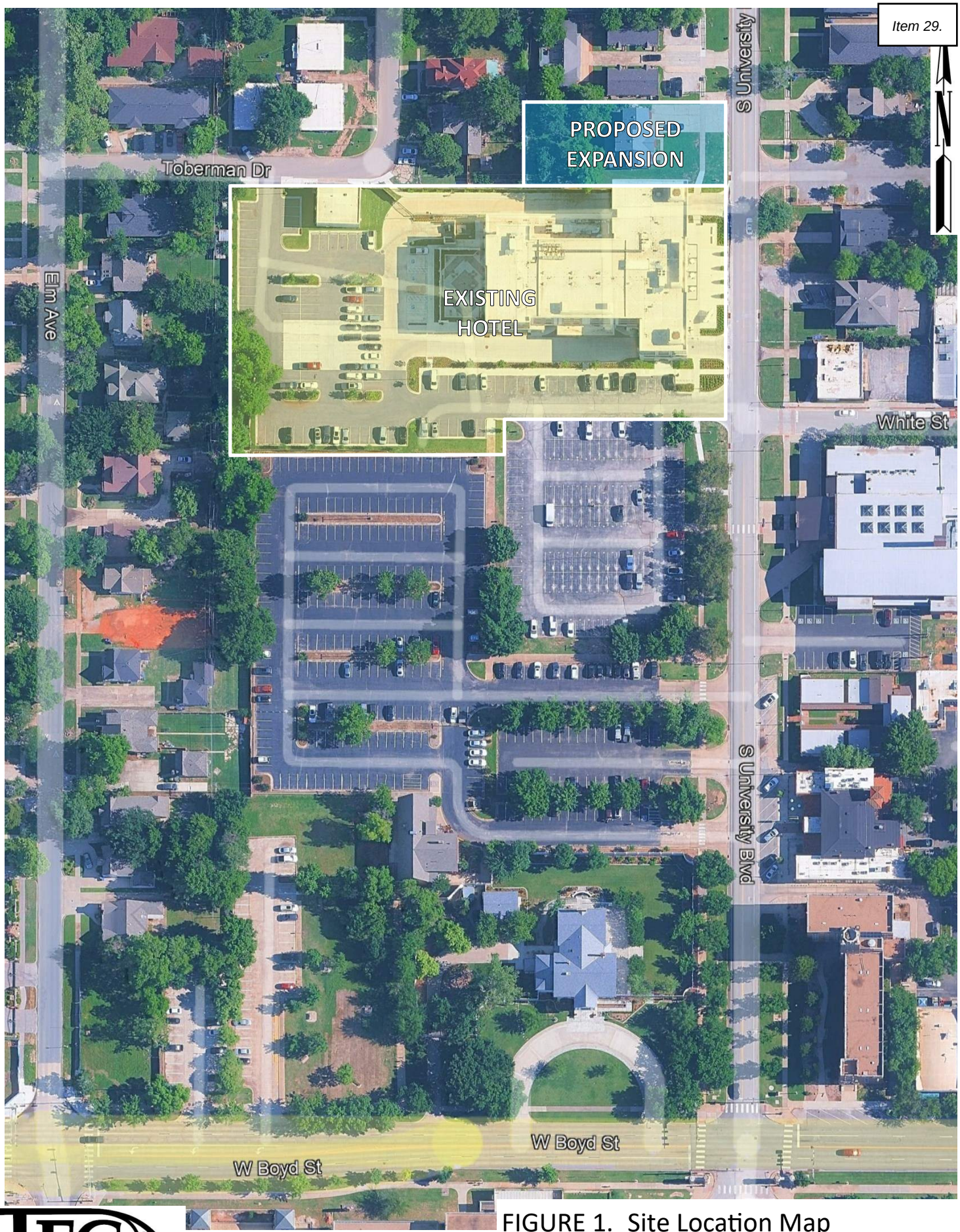


FIGURE 1. Site Location Map
University Blvd and White St
Norman, Oklahoma

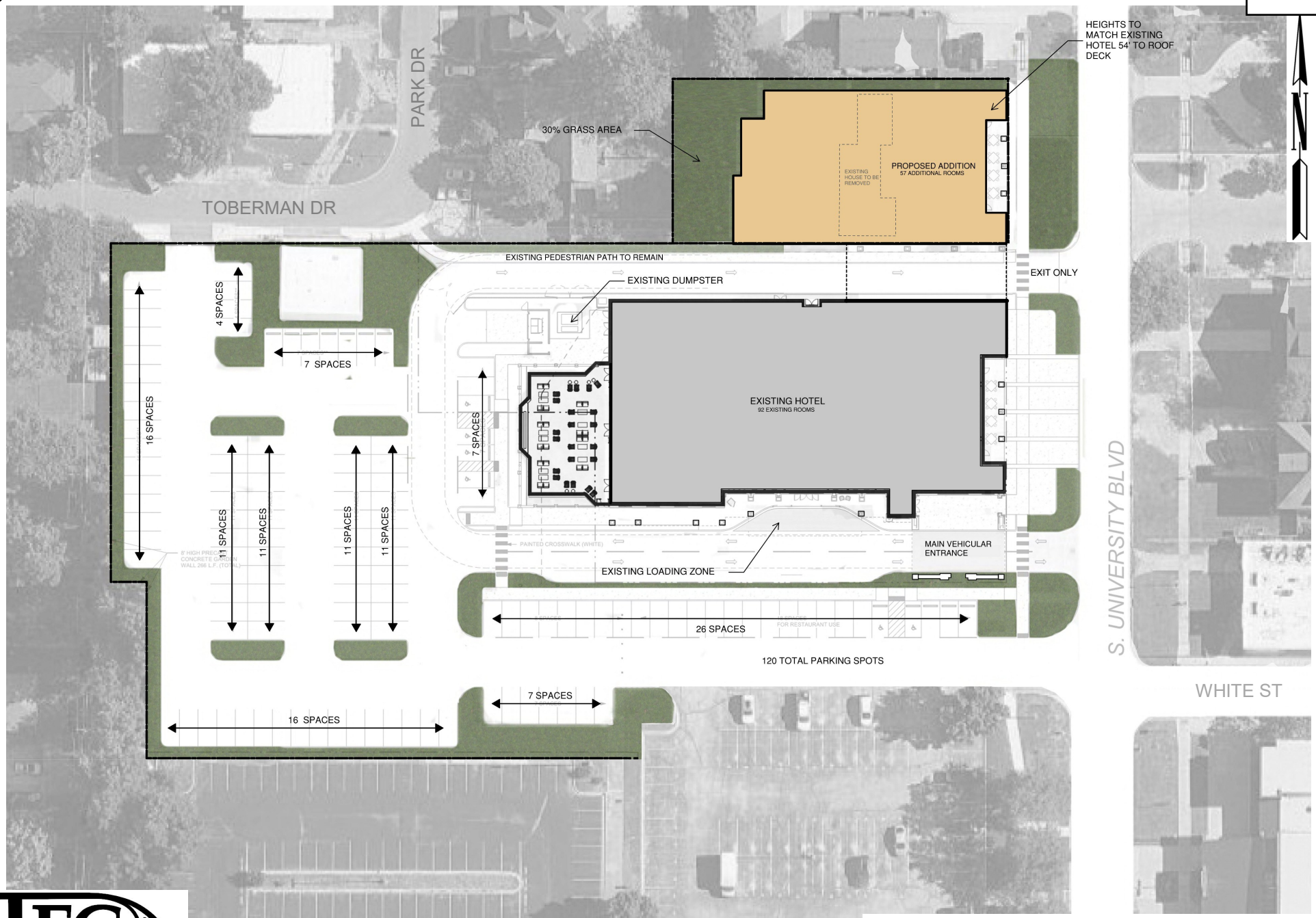


FIGURE 2. Proposed Site Plan
NOUN Hotel Expansion

Applicant: The Noun Hotel, LLC

Project Location: 534 & 542 S University Boulevard

Case Number: PD25-34

Time: 5:30 p.m.

Applicant Representative:
Sean Rieger, Rieger Joyce Sadler LLC

Attendees:
Scott Lambert
Mark & Jayne Crumpley
Glenn & Michelle Secrest
Mitch Baroff
Judy J. Hatfield
Aimee Hardesty
Justin George
Helen Grant
Marielle Hoefnagels
Doug Gaffin
Cindy Rogers

City Staff:
Anais Starr, Planner II

Application Summary:
The applicant requests an amendment to the existing CCPUD for this site to allow the expansion of the NOUN Hotel to the parcel at 534 S. University Boulevard. The proposed addition will be four stories and will have the same design, and exterior material, primarily brick. The expansion will allow for a ballroom/meeting space and 54 additional guest rooms. The proposed rear setback will be 30 feet from the west property line. The proposed north setback will be ten feet. The existing driveway at 534 S. University Boulevard will be removed, and no additional vehicular access points or parking are proposed for the parcel.

Neighbors' Comments/Concerns/Responses:
The neighbors in attendance at the meeting expressed concern regarding the proposed height of the hotel addition. They stated that the CCFBC Regulating Plan limits the height to three stories on the west side of University Boulevard and that this should be maintained. Some inquired if there was a way to lower the height of the proposed addition.

The applicant indicated that the request was for a four-story addition to match the existing hotel. The NOUN Hotel owner, Scott Lambert, stated that there would be no

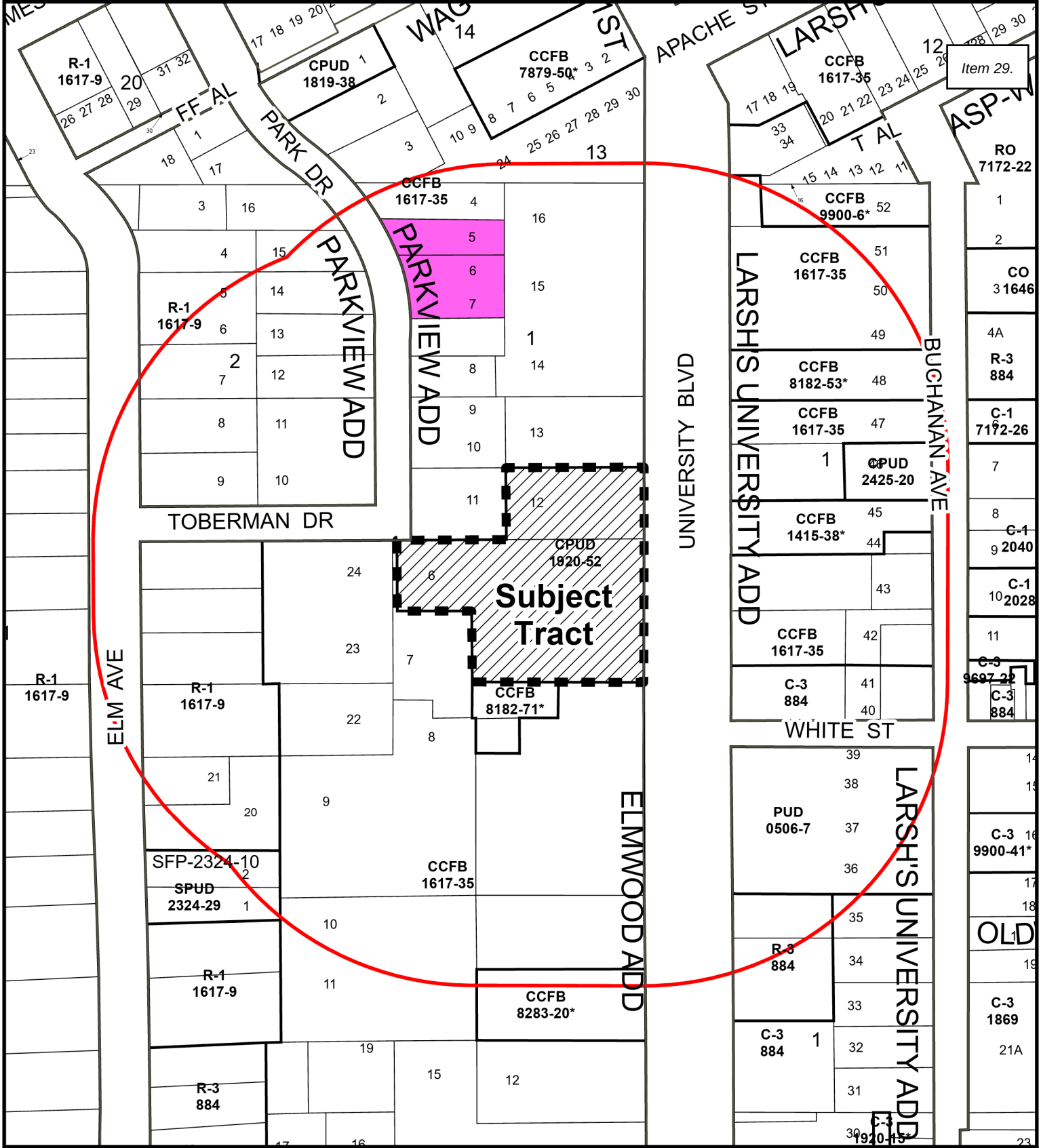
windows at the rear of the building and that the proposed perimeter fence would be designed to meet Paul Harris's approval. The applicant representative said a lowering and lengthening of the proposed structure would cause it to encroach on the proposed 30' setback for the addition.

Other concerns raised by neighbors included: stormwater runoff, proposed landscaping and use for the open area, how the addition would be serviced, and where additional parking was proposed.

The applicant representative stated that drainage, along with landscaping, was being developed and would be available at the time of Planning Commission review. He indicated that stormwater runoff would be captured on-site, as was done with the NOUN Hotel construction. He further stated the hotel was to be serviced with the existing loading area off University Boulevard. He indicated a total of 120 parking spaces were provided south of the existing hotel. He added the hotel could lease additional parking spaces from the church if a temporary need arose. Furthermore, he stated there would be no window openings on the rear of the building and no hotel programming in the open space behind the proposed addition.

A neighbor inquired how the expansion would alter the existing walkway from Park Drive to University Boulevard. The applicant representative stated there were no proposed changes to the walkway.

A question by a neighbor about whether the gate onto Park Drive would be open either for construction or on a more permanent basis. The applicant representative stated it would remain closed except on the days when the Presbyterian Thrift Store was in operation.



Protest Map

2.4% Protest Within Notification Area

Map Produced by the City of Norman Geographic Information System. The City of Norman assumes no responsibility for errors or omissions in the information presented.

N W E S

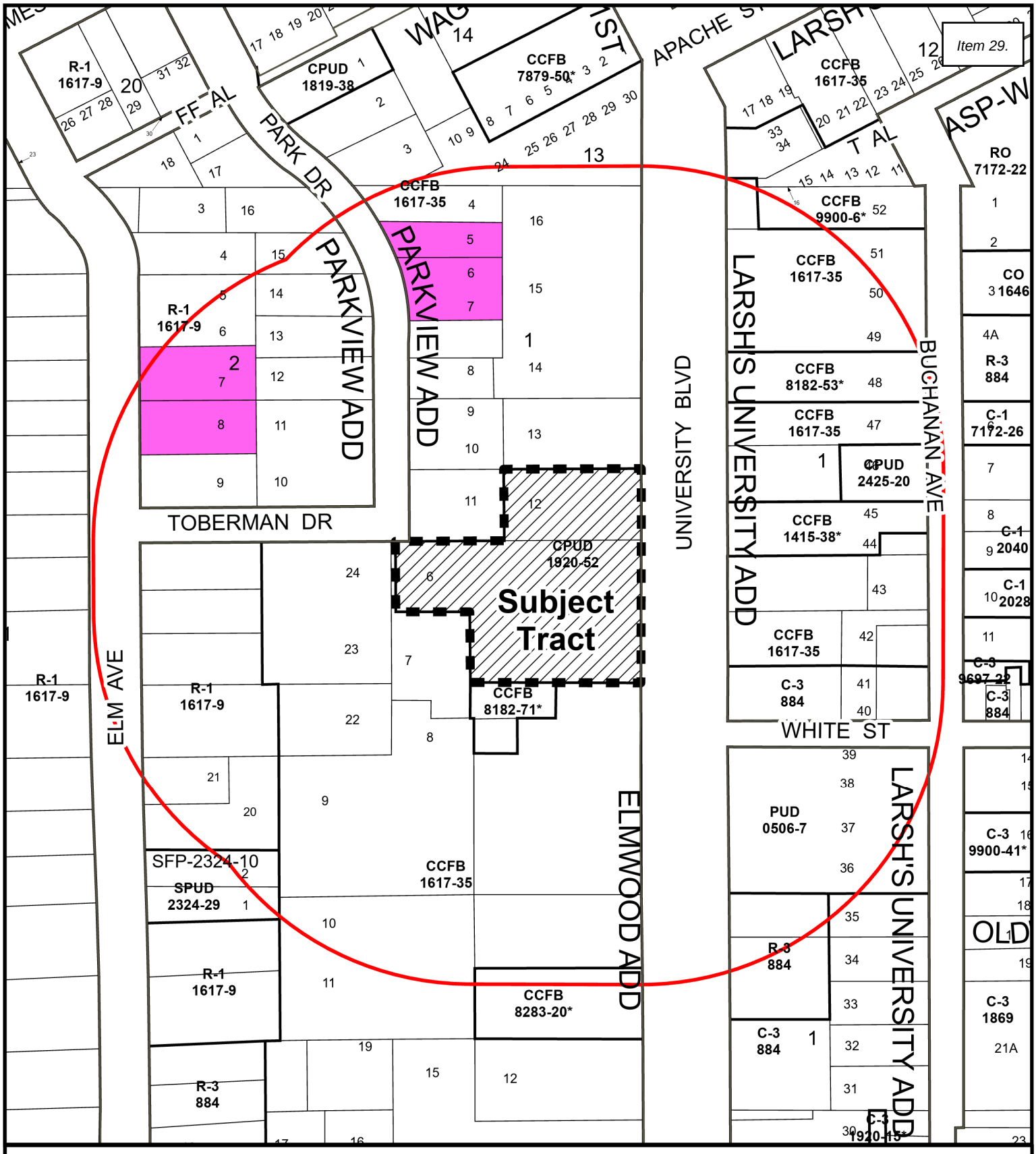
0 75 150 Feet

February 5, 2026

Subject Tract

Notification Area

Protest



Protest Map

5.2% Protest Within Notification Area

Map Produced by the City of Norman Geographic Information System. The City of Norman assumes no responsibility for errors or omissions in the information presented.

N W E S

0 75 150 Feet

March 23, 2026

Subject Tract

Notification Area

Protest

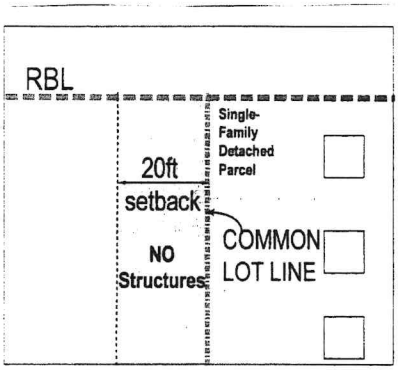
Noun Hotel. Case PD25-34 PROTEST LETTER. December 31, 2025.

I support the proposed annex expansion of the Noun Hotel. What I object to is the annex's height of more than 50 feet rather than the already stipulated 'neighborhood manners' height limit of three stories given that it is adjacent to the Park Drive R-1 Single Family Residential neighborhood.

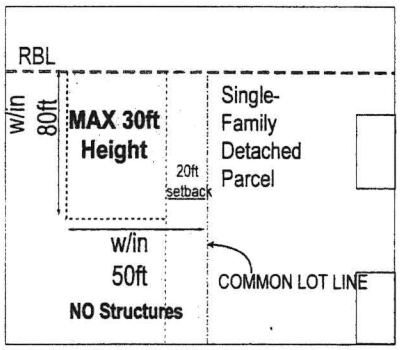
The existing Noun 'Boutique' Hotel is 91 guest rooms. The proposed addition (annex) will add 48 guest rooms. The Annex is immediately adjacent to my R-1 residential neighborhood. At the time the Center City Code was approved, it was agreed to limit the height of development adjacent to my neighborhood. One of the goals of the Center City Code is to ensure good relationships with surrounding neighborhoods. I request that the City Planning Commission and City Council limit the Annex's height as previously agreed.

Thank you. Mitch Baroff. 419 and 421 Park Drive.

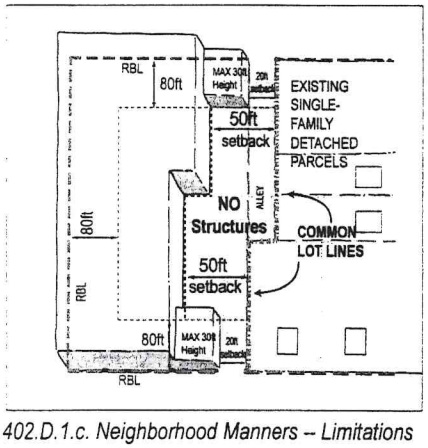
WRITTEN ON BEHALF OF THE MITCH BAROFF TRUST
WRITTEN BY MITCH BAROFF, TRUSTEE



402.D.1.a. Neighborhood Manners – Required setback



402.D.1.b. Neighborhood Manners – Height limitations and required setbacks



402.D.1.c. Neighborhood Manners – Limitations on buildable envelope

FILED IN THE OFFICE OF THE CITY CLERK
ON 01-02-26 DR

March 16, 2026

City of Norman
Planning Commission and City Council Members
225 N. Webster Ave.
Norman, OK 73069

I am writing to respectfully ask you to **deny the proposal for the expansion of the NOUN hotel** because it undermines the Center City Form Based Code and sets a precedent that could permanently change our neighborhood.

When the NOUN hotel's CCPUD was approved, it included an exception to the height limit specified by CCFBC. Although many of us had concerns about setting a precedent for the height of buildings on University, the large parking lot between the NOUN and most homes on Park and Elm buffers its impact on the nearby neighborhood.

This proposal is different. The expansion would be 17 feet from the fence line that the NOUN's property shares with a single-family home on Park. There would be no buffer. A 54-foot-tall brick wall would rise directly behind that property, blocking sunlight for much of the day and fundamentally changing the livability of that home.

There's also the broader issue of precedent. Even if approving this request does not legally obligate the City to approve future exceptions, it will certainly be cited in future requests. If these requests are approved, Park's homes will gradually be shaded by large new buildings blocking the sun from the east.

I understand the hotel's financial goals and the potential for additional tax revenue. But private financial gain should not override the building height limits that CCFBC thoughtfully put in place with the **specific goal of safeguarding the single-family homes on Park.**

Please do not undermine CCFBC; please vote no on this project.

Thank you for taking the time to read this letter.

Mariëlle Hoefnagels
425 Elm Ave., Norman, OK 73069

FILED IN THE OFFICE
OF THE CITY CLERK
ON 03/16/26-KW

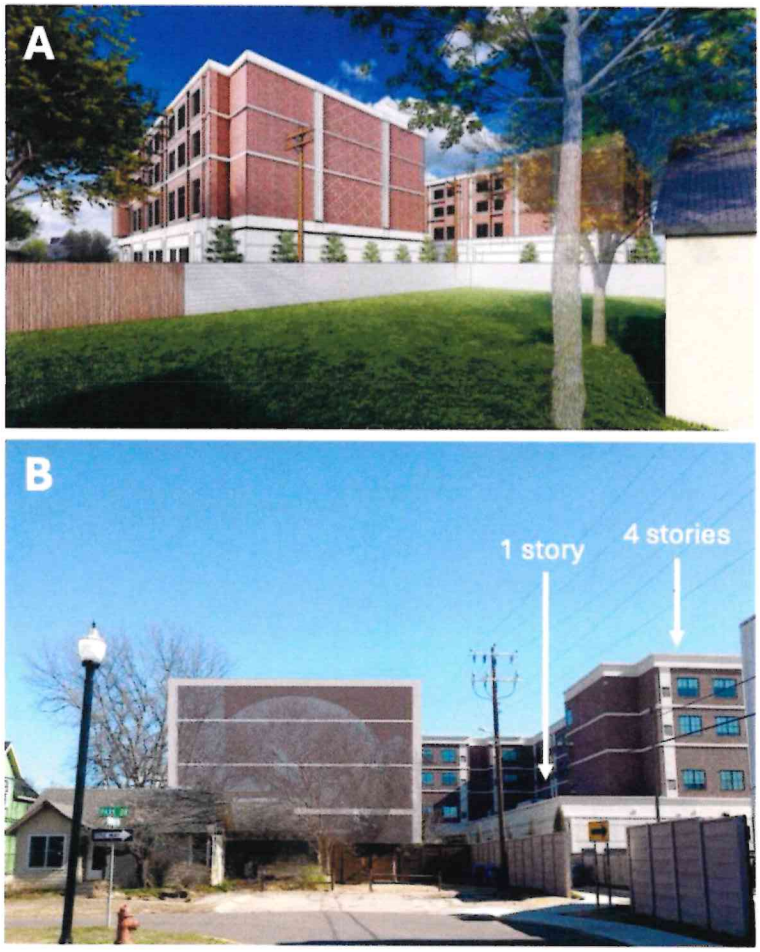
2026-03-22

FILED IN THE OFFICE
OF THE CITY CLERK
ON 03/23/26-kw

City of Norman
Planning Commission and City Council Members
225 N. Webster Ave.
Norman, OK 73069

I urge you to deny the expansion of the NOUN hotel in the proposal's current form. I feel strongly that the proposal does not show the spirit of compromise to preserve the adjacent neighborhood that was used to justify the CCFBC exceptions granted for the development of the current hotel. I also feel that granting a variance to this property will set a bad precedent that could endanger additional portions of the Park Drive neighborhood.

First, I feel the new architectural renderings of the neighborhood-facing aspects (which were not provided for the planning commission meeting) are misleading. An example is shown in A of the figure at right. First, the drawing has a fisheye effect, with steep vanishing points to the left and right. Second, the view is not from the most affected property at the corner of Park and Toberman. Rather it is from the backyard of the property to the north (there is a fence there now that is not shown in A). In B, I took my own stab at mocking up images of how I think the new addition will look.



Also, the current NOUN is taller than what was specified in CCFBC, at four stories or 54 feet. The developers agreed to keep the main mass of the hotel away from the direct neighbors. This can be seen in B, where the NOUN steps down to one story (14 ft) near the property at the intersection of Park and Toberman; the main mass of the building is situated along University Ave and the parking lot to the south, away from the neighborhood. While not perfect, that move helped appease some concerns of the neighborhood and was in the spirit of compromise. With this current proposal, the four-story (54 foot) mass will be just a few steps from the neighborhood. What happened to the spirit of compromise?

Second, I worry that approving this expansion will set a precedent for similar proposals to the north along University Avenue, further blocking the morning sun and degrading the valuable Park Drive

neighborhood (which has been described by many as one of the most charming drives in the city). In the figure below, I tried to give a visual sense of what expansion might be like.



Simply put, I think there could and should be room for compromise – a stepping down of the hotel's mass near the Park neighborhood – as was put forward in the arguments for the initial building.

Thank you for your time and consideration.

Doug Gaffin
425 Elm Ave., Norman, OK 73069

3/22/2025

City of Norman
City Council Members
225 N. Webster Ave
Norman, OK 73069

We strongly urge you to disapprove the proposal for the expansion of the NOUN hotel. Our primary concern is the proximity of the proposed structure to the neighbors on the east side of Park Drive. The original NOUN project at least kept the bulk of the structure away from the neighborhood by stepping the height down on the north side of the building. The proposed expansion is 54 feet tall with no step down as it approaches the neighborhood back yards.

While this project most directly affects only one resident on Park Drive, we fear that allowing the proposed building will compromise the city's ability to defend against future attacks on the neighborhood protections built into the Center City Form Based Code along University Blvd, potentially resulting in every resident on the east side of Park Drive staring at a 54 foot tall wall behind their back fence.

Thank you for your consideration.

Mark and Jayne Crumpley
423 Elm Avenue
Norman, OK 73069

FILED IN THE OFFICE
OF THE CITY CLERK
ON 03/23/26-KW

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 2/12/26

REQUESTER: Noun Hotel, LLC

PRESENTER: Anais Starr, Planner II

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-31: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF CHAPTER 36 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A REPLAT OF THE EAST 236 FEET OF LOT SIX (6) AND THE EAST 200 FEET OF LOT SEVEN (7), OF ELMWOOD ADDITION, AND LOT TWELVE (12), IN BLOCK ONE (1), OF PARKVIEW ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT, AND PLACE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (542 AND 534 S. UNIVERSITY BOULEVARD; WARD 4)

APPLICANT/REPRESENTATIVE	The NOUN Hotel LLC /Rieger Sadler Joyce, LLC
LOCATION	534 & 542 S. University Boulevard
WARD	4
CORE AREA	Yes
EXISTING ZONING	CCPUD, Center City Planned Unit Development
EXISTING LAND USE DESIGNATIONS	Urban High
CHARACTER AREA	Core Neighborhood
PROPOSED ZONING	CCPUD, Center City Planned Unit Development
PROPOSED LAND USE	No Change

REQUESTED ACTION Amendment of the adopted CCPUD for this site

SUMMARY:

The applicant, NOUN Hotel LLC, is requesting an amendment to the existing CCPUD, Center City Planned Unit Development (O-1920-52). The proposed amendment will allow the expansion of the existing hotel north to the lot at 534 S. University Boulevard. The existing CCPUD initially called for this 534 S. University Boulevard site to be utilized for the relocation of the Presbyterian Thrift Store from its current location on Toberman Drive. The Thrift Store relocation has not occurred to date; the applicant is moving forward with plans for expansion of the NOUN Hotel to this site. The proposed expansion may include guest rooms, meeting rooms and office space.

EXISTING CONDITIONS:

SIZE OF SITE: 1.22 Acres

SURROUNDING PROPERTIES

	Subject Property	North	East	South	West
Zoning (BFS)	CCPUD	CCFBC (Urban Residential)	CCFBC (Urban Residential)	CCFBC (Urban General)	CCFBC (Detached)
Land Use	Urban High	Urban High	Core Business District	Urban High & Civic	Urban Low
Current Use	Hotel & Associated Uses for the NOUN	Residential (Duplexes)	Residential (Multi-family), Office & Parking Lot	Commercial Parking Lot and OU Property	Residential (Single-Family & Duplexes) Thrift Store

ZONING DESIGNATIONS
CCPUD, Center City Planned Unit Development

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

LAND USE DESIGNATION
Urban High (UH)
Highly compact, walkable pattern of urban development prioritizing alternative means of transportation. Low to no building space and separation of uses. This area is intended to

create opportunities for economic activities attracting a city-wide audience, and place residents closer to services and jobs.

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

CHARACTER AREA DESIGNATIONS

Core Neighborhood Areas

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

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

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

NEAREST PUBLIC PARK

Centennial Park is located approximately .22 miles northwest of the development site. Legacy Trail Park is located approximately .62 miles east of the development site. Each of these parks can be accessed using available sidewalks and crosswalks along the streets.

PROCEDURAL REQUIREMENTS:

PRE-DEVELOPMENT: PD25-34 December 18, 2025

Several neighboring residents were in attendance and shared concerns regarding the proposed height of the hotel addition. They stated that the CCFBC Regulating Plan limits the height to three stories on the west side of S. University Boulevard and that this should be maintained. Some inquired if there was a way to lower the height of the proposed addition. Other concerns raised by neighbors included: stormwater runoff, proposed landscaping and use for the open area, how the addition would be serviced, and if additional parking was proposed. Neighbors had questions regarding whether the gate onto Park Drive would be opened and if the walkway would be altered.

BOARD OF PARKS COMMISSIONERS:

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

REVIEW COMMENTS:

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

CITY DEPARTMENTS

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

FIRE DEPARTMENT

Fire codes will be addressed at the building permit stage.

BUILDING REVIEW

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

PUBLIC WORKS/ENGINEERING

The subject property is comprised of two lots which are part of the Elmwood Addition and Parkview Addition Plats. An application for a Lot Line Adjustment to join the existing lot occupied by the NOUN Hotel and the lot at 534 S. University Boulevard will be necessary prior to building permit issuance.

TRANSPORTATION ENGINEER

A traffic impact analysis is not required for this project. However, the applicant has provided a Traffic Impact Memo, which is attached as a supporting document.

PLANNING

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

Appendix B

SEC. 520 CENTER CITY PLANNED UNIT DEVELOPMENT

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

Specifically, the purposes of this section are to:

1. Provide an alternative zoning district to the CCFBC where a property owner proposes a development that does not meet the strict regulations required in the CCFBC.

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

*The applicant is requesting an amendment to the property's existing CCPUD to allow for an expansion of the NOUN Hotel to accommodate an office, a ballroom, and additional guest rooms. This proposal is **consistent** with the purpose of the CCPUD process.*

Uses Permitted

- The proposed amendment will allow for a four-story addition with office, and ballroom/ meeting space on the first floor. The second, third, and fourth floors will have guest rooms. A complete list of uses can be found within the attached CCPUD Narrative as Exhibit C.

*The applicant requests an amendment to the existing CCPUD to allow for the expansion of the existing four-story hotel. The proposed uses for the addition include an office, a ballroom/meeting space, and 48 guest rooms. The applicant submitted amendments to the adopted CCPUD Narrative and Site Development Plan to meet this proposed expansion. The project fronts onto S. University Boulevard and is located just north of the University of Oklahoma. Additionally, the proposal is across from the commercial area known as Campus Corner. The proposal is generally **consistent** with the surrounding uses to the north, east and south of the property, and follows the existing CCPUD Narrative.*

Area Regulations

- The CCPUD proposes an addition of the hotel structure to the north along the Required Build Line, as prescribed by the CCFBC Regulating Plan. The amendment proposes a 10-foot setback from the north property line and a 17-foot setback from the rear property line, along the western side of the lot.

The applicant proposes to follow the Required Building Line (RBL)/the build to line on this lot for the hotel expansion, meeting the CCFBC regulations. The CCFBC, in Section 402.D.1.b., limits structures to a height of 30 feet when placed within 50 feet of a common lot line with property designated Detached Frontage Building Form Standard, as is the case here (to the west). While the CCPUD proposes a 17-foot setback along the western property line abutting property designated as Detached Frontage, it does not meet the required 50-foot setback in the CCFBC. This proposed expansion will be 54 feet in height, which is the same height as the existing structure.

The CCPUD Site Plan designates the west and north side setback areas as Open Space and places limitations on these areas in the CCPUD Narrative to prohibit any structures or programming in the space. The Open Space provides a buffer between the hotel structure and

existing residential properties to the north and west while allowing access for maintenance purposes to the rear of the proposed addition and Open Space area.

*The proposed height of the expansion is a continuation of the existing building, but it does not meet the 50-foot rear setback requirements of CCFBC Urban Residential Frontage, the proposed addition is **inconsistent** with the area regulations. (Also noted in the Height Regulations section below.)*

Height Regulations

- The proposed expansion will maintain the current four-story height of the existing hotel.

*The CCFBC Building Height Map limits the height on the west side of S. University Boulevard to three stories. The properties to the north and east of the proposed hotel expansion are designated CCFBC, Urban Residential, which allow a maximum of three-stories. The residential properties to the west are designated CCFBC, Detached Frontage, and are limited to a maximum of two stories. The proposed four-story building is **inconsistent** with the height regulations of the CCFBC.*

Open Space

- The CCPUD Narrative proposes 15% of Open Space along the north and west sides of the addition. The CCPUD Narrative states that a minimum of 15% will be maintained for the entire development. The CCFBC requires one tree per 800 square feet of Open Space. The CCPUD Site Development Plan proposes trees along the west property line adjacent to the west perimeter.

*The proposed Open Space is **consistent** with the Open Space regulations of the CCFBC.*

Landscaping

- The existing perimeter fence is proposed to be extended along the west property line and north property line of 534 S. University Boulevard. Proposed landscaping will be placed adjacent to the proposed perimeter fence. Locations and types of trees and shrubs to be finalized at the time of building permit in conjunction with City staff.

*The CCPUD proposes to install landscaping in the form of trees adjacent to the proposed perimeter fence along the west property line. Landscaping is to be coordinated with the City's Forester. CCFBC requires street trees in front of the proposed addition along University Boulevard. Due to the planned front patio area, the CCPUD Site Plan proposes large potted holly trees instead of street trees. This will continue the landscaping found currently at the front of the existing hotel. The proposed landscaping is **inconsistent** with the CCFBC regulations, as the applicant is proposing alternative landscaping that does not meet those regulations. However, the proposed patio area is a continuation of the existing development and meets the AIM Core Neighborhood goal of encouraging the activation of the street space.*

Traffic Access, Circulation, Parking, and Sidewalks

- Traffic circulation and access to the Property shall be allowed in the manner shown on the attached Site Development Plan. No additional curb cuts beyond the existing access to University Boulevard are proposed. No changes are proposed to the existing parking lots or internal walkways found at 542 S. University Boulevard.

- A traffic impact report was submitted by the applicant which states no traffic related issues are anticipated with the development of the proposed hotel expansion.
- A five-foot sidewalk will be added where there is currently driveway access to 534 S. University Boulevard.
- No new parking areas are planned for the 534 S. University Boulevard.

*This property is in the CCFBC District which does not typically permit curb cuts along street frontages. No additional vehicle access points are proposed for the site beyond the existing access off S. University Boulevard at the main entrance of the NOUN Hotel. An internal walkway along the north side of the existing hotel leading from Park Drive to S. University Boulevard will be maintained and an extension of the existing five-foot sidewalk along S. University Boulevard is proposed. For this reason, the proposed site plan is **consistent** with the surrounding area's traffic access, circulation, parking, and sidewalk standards.*

*The proposed development is **consistent** with the City's traffic access, parking, and sidewalks, regulations.*

Lighting

- All exterior lighting shall be installed in accordance with the applicable regulations of Section 36-549, Commercial Outdoor Lighting Standards, as amended from time to time.

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

Signage

- No signage is proposed for the addition's exterior elevations. However, the CCPUD Narrative has been amended to allow temporary sidewalk easel signs in the dooryard area in front of the addition. Any additional signage for the development will be constructed in accordance with the Center City Form Based Code, as outlined in Exhibit D of the CCPUD Narrative.

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

Screening

- Perimeter fencing is proposed by the CCPUD Narrative along the north and west property lines. The CCPUD Site Plan proposes an eight-foot masonry perimeter fence on the west property line and an eight-foot wood fence on the north property line.

*The CCFBC regulations require a four- to six-foot garden wall along property lines that abut Detached Frontage. The property to the west is designated Detached Frontage and the property to the north is Urban Residential Frontage. The applicant proposes an eight-foot masonry wall on the west property line and an eight-foot wood fence on the north property line. The proposed screening meets and exceeds the CCFBC requirements and is therefore **consistent** with the regulations.*

COMPREHENSIVE PLAN CONSIDERATIONS

Character Area Policies
General Policies

Non-Residential Policies

- New non-residential development should use high quality building materials such as glass, brick, stone, wood or cementitious siding.
- Require that loading areas be located to the rear and sides of buildings and screened from view.
- Ensure that all sides of a parking garage that are visible from public view are architecturally consistent with the buildings it serves.
- Buildings in a corporate campus should have an internal pedestrian network between buildings.

*The proposed addition will utilize brick and façade designs found on the existing hotel, as shown in Exhibit B, Exterior Renderings. Loading areas are to the rear of the existing hotel and no new loading area is proposed for the addition. The existing parking lots located south and west of the NOUN Hotel provide parking spaces, as noted on the Site Plan, and are screened with existing landscaping. Any additional parking needed for the addition will be provided via a lease with the property owner to the south of hotel. The existing internal walkways allow pedestrians to access the surrounding commercial and residential areas. The proposed development is **consistent** with the Character Area General Non-Residential Policies because it promotes a commercial building with a design and use that is desired in the Core Area.*

Core Neighborhood Areas Policies

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

- New architecture should be compatible with existing neighborhoods. Modern, contemporary architecture should be limited but can be accommodated as long as scale transitions and architectural elements achieve continuity.

*The proposed expansion exceeds the height of the single-family residential properties located to the west. While the setback, landscaping, and fencing along the western property line do not fully eliminate the apparent height difference between the residences and the hotel addition, these elements are intended to help mitigate the transition in scale while providing a high-quality commercial structure within the Core Area. Internal walkways connect to the public sidewalk system, offering safe and convenient pedestrian access to Campus Corner, nearby neighborhoods, and the University of Oklahoma campus. Outdoor seating, including chairs and tables, is proposed in front of the hotel addition, further supporting an active streetscape along the NOUN Hotel frontage. Overall, the proposed development is largely **consistent** with the Core Neighborhood Character Area policies.*

Land Use Development Policies

Urban High Policies

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

*The proposed development consists of a four-story addition to the existing hotel to accommodate an office, ballroom/meeting space and 48 additional guest rooms. While the development does not provide residential housing, the hotel expansion will increase economic growth in Core Norman by providing accommodations for visitors to Norman. For these reasons, the development is **consistent** with the Urban High Land Use policy.*

Building Types

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

The proposed development features a four-story building, while surrounding properties are one-story and two-story structures. The Urban High Character Area allows for structures to be two-stories higher than surrounding properties. The hotel expansion also offers a clearly defined outdoor seating area along the front of the building facing S. University Boulevard, thereby

*creating a public space. For these reasons, the proposed development is **consistent** with the Urban High Land Use policy for Building Types.*

Site Design

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

A public sidewalk is present along a portion of the property line in front of the proposed addition. This existing sidewalk will be extended to meet the adjacent sidewalk to the north and south. A walking path that leads from Park Drive to S. University Boulevard along the north edge of the existing hotel will be maintained with the development of the proposed addition.

The applicant proposes hardscaping for a patio area with potted holly trees in lieu of street trees along S. University Boulevard; this would match the landscaping of the existing hotel building. As a continuation of the existing development, the proposed patio area in front of the addition would require a separate request to the City Council to utilize the right-of-way in this manner.

*The CCPUD Narrative proposes 78% of impervious coverage. The CCFBC allows up to 85% impervious coverage if engineered solutions are proposed to mitigate the effects of the increase in coverage, as is proposed in this case. The applicant proposes low-impact development techniques to mitigate stormwater, including the installation of raingarden at the rear yard of the addition to the hotel. This raingarden will retain stormwater before releasing to existing drainage inlet located near the rear of the existing hotel structure. For these reasons, the development is **consistent** with the Urban High Land Use policies.*

Transportation

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

*The development site is located less than half a mile from the University of Oklahoma's campus bus hub located on Asp Avenue, east of the South Oval. Additionally, there are two Embark bus stops near the hotel's entrance on S. University Boulevard. Bicycle racks are currently located on the south side of the hotel, further supporting multimodal transportation. For these reasons, the development is **consistent** with the Urban High Land Use policy.*

Utility Access

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

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

Public Space

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

*The existing development has internal walkways linked to the public sidewalk system. Additionally, the existing hotel and the expansion will offer sidewalk tables and chairs in a recessed section of the hotel addition along S. University Boulevard. This expansion of the existing NOUN Hotel development is **consistent** with the Urban High Land Use policy.*

Neighborhood and/or Special Area Plans

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

UTILITIES

AIM NORMAN PLAN CONFORMANCE

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

SOLID WASTE MANAGEMENT

Proposed development meets requirements for City streets and provides access for solid waste services. An existing dumpster is shown on the Site Plan and is adequate for servicing the NOUN Hotel and the expansion.

WATER/WASTEWATER AVAILABILITY

Water Availability

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

Wastewater Availability

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

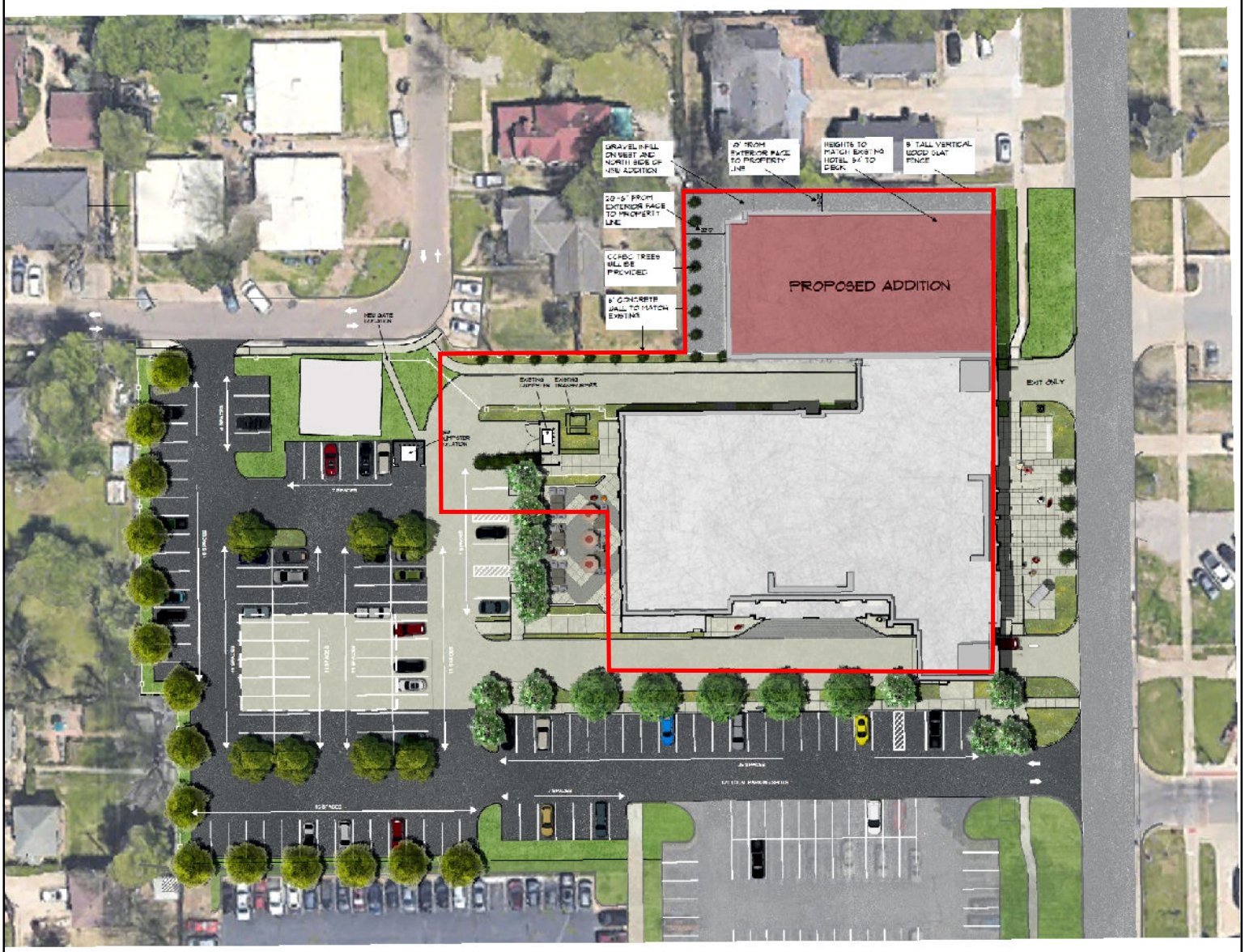
DISCUSSION:

Overall, the proposed development largely aligns with the AIM Norman Land Use and Character Area objectives. This proposal will provide additional commercial activity to this area of Norman.

The CCPUD Narrative proposes amendments to allow for the expansion of the NOUN Hotel. The proposed addition will have ballroom/meeting event space, office space, and 48 additional guest rooms. The proposed expansion of the existing NOUN Hotel will continue the design elements and alignment of the NOUN Hotel structure to the new addition.

The Ordinance will apply to the area shown on the attached document, “CCPUD/Radius Map Subject Tract”. The areas shown on the CCPUD Site Plan located outside the Subject Tract are not controlled by this Ordinance, O-2526-31.

CONCLUSION: Staff forwards this request to amend the existing CCPUD as O-2526-31 to the Planning Commission for consideration and recommendation to City Council.



CCPUD\Radius Map Subject Tract

February 2, 2026

0 40 80 Ft.

N
W E
S

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.

The Noun Hotel Rezoning

4. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2526-31: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 36-201 OF CHAPTER 36 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE A REPLAT OF THE EAST 236 FEET OF LOT SIX (6) AND THE EAST 200 FEET OF LOT SEVEN (7), OF ELMWOOD ADDITION, AND LOT TWELVE (12), IN BLOCK ONE (1), OF PARKVIEW ADDITION, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT, AND PLACE SAME IN A CCPUD, CENTER CITY PLANNED UNIT DEVELOPMENT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (542 AND 534 S. UNIVERSITY BOULEVARD; WARD 4)

ITEMS SUBMITTED FOR THE RECORD

1.Staff Report
2. Subject Tract
3. Location Map
3. Narrative
4.Site Plan
6. Traffic Impact Memo
7.Pre-Development Summary, 12-18-25
8.Prostest Map & Letters

Staff Presentation

Anais Starr, Planner II, presented The Noun Hotel application.

Commissioner Jablonski noted that the CCPUD signage section refers to the Center City Form Based Code (CCFBC), stating in cases of ambiguity or conflict, the CCPUD exhibit shall control. He asked if there are any conflicts with the proposed signage.

Ms. Starr responded stating the existing hotel and the new structure already have approved signage, and no additional permanent signage is proposed. The applicant is requesting temporary signage, which is currently permitted for the hotel and is being extended to an additional lot. She confirmed the proposal complies with the referenced city code.

Applicant Presentation

Sean Rieger, representative of the applicant, presented the PowerPoint for The Noun Hotel

application.

Commissioner Brewer asked whether the economic impact figures presented by the applicant
reflect the combined effect of the existing hotel and the proposed addition.

Mr. Rieger confirmed the figures represent the estimated impact of the existing hotel and the new addition.

Commissioner Brewer asked about the dumpster's location, noting public concerns and questioning its necessity.

Mr. Rieger explained City staff and the Sanitation department determine dumpster placement to ensure safe truck access and prevent property damage. After extensive coordination, the current location is considered the safest and most functional option.

Commissioner Brewer asked whether the dumpster was added for operational needs or at
staffs request.

Gunner Joyce, the applicant's second representative, stated the dumpster was added solely to
support the thrift store's operations.

Public Comments

Marielle Hoefnagels, 425 Elm Ave., Norman, OK (protest)
Mark Crumpley, 423 Elm Ave., Norman, OK (protest)
Jayne Crumpley, 423 Elm Ave., Norman, OK (protest)
Mitch Baroff, 421 Park Dr., Norman, OK (protest)
Doug Gaffin, 425 Elm Ave., Norman, OK (protest)
Carol Baylor, 2424 Cypress Ave., Norman, OK (protest)

Planning Commission Discussion

Commissioner Brewer asked whether the developer had considered a setback like the previous application and whether it would still allow for the required number of rooms.

Mr. Rieger invited Kara Hall, the project architect, to respond.

Ms. Hall explained given the required number of rooms for the project, moving the setback would force the building to be taller to fit them all.

Mr. Rieger added AIM Norman explicitly allows buildings in this urban high-character area to be up to two stories taller than surrounding properties. The proposal places four-story sections next to two-story structures, adhering to AIM guidance.

Commissioner Jablonski noted the adjacent property is one-story and asked if the design could do a step up from three to four stories to reduce the height near neighboring homes.

Mr. Rieger stated all options were considered, and the current design is the only way to accommodate the number of rooms required for the project's economic viability.

Commissioner Kindel asked whether alternative designs were considered, specifically placing the ballroom on the top floor with higher windowsills. She noted this could allow natural light, improve the building's appearance and limit privacy impacts on neighbors. She acknowledged larger windows would increase costs and asked if design adjustments could reduce the visual impact of a tall blank wall while maintaining building height.

Mr. Rieger explained placing the ballroom on the top floor would create logistical challenges, for moving large numbers of guests efficiently via elevators or escalators. He also noted potential noise and privacy concerns, emphasizing a rooftop ballroom with windows could negatively impact neighbors.

Commissioner Kindel clarified her suggestion for higher windowsills was primarily for aesthetic purposes, interior and exterior, rather than for improving views. She acknowledged it may not solve all concerns but viewed it as a potential design improvement where setbacks or other adjustments are not feasible.

Commissioner Brewer praised the project's stormwater plan, noting it is exceptional and unlikely to negatively impact neighbors. He commended the developers for improving the project over time and following through on commitments, which he noted is uncommon in development. Regarding building mass and height, he stated that the proposed two- to four-story scale is appropriate under AIM Norman, but recommended design strategies such as landscaping, green walls, or varied materials to soften visual impact.

Commissioner Brewer further cautioned removing windows entirely can create an imposing wall, while retaining windows may raise privacy concerns. He highlighted site buffering efforts, including planting a row of trees behind the existing eight-foot concrete wall to create a softer edge over time. Overall, he expressed support for the project while encouraging thoughtful mitigation of visual impacts.

Mr. Rieger stated a “tree wall” is planned along the back of the property, behind the existing eight-foot concrete wall, to soften the building’s edge creating a more visually appealing buffer over time.

Commissioner Jablonski asked about the expected size of the trees at maturity and their size at planting.

Mr. Rieger responded the trees will meet a two-inch caliber at planting and they have a list of suitable species, with plans to coordinate with the City Forester for recommendations.

Commissioner Jablonski stated The Noun Hotel project is a positive addition to the community and a good neighbor. He acknowledged nearby residents’ concerns, noting that quieter neighborhoods naturally experience “growing pains” as higher-density development occurs, consistent with the AIM Norman Plan. He suggested softening impacts, through artistic approaches, like murals or other creative design, rather than solely physical modifications. While these measures cannot address issues like sunlight loss, they can help the building feel more integrated. He emphasized the importance of maintaining good neighborly relations, noting the hotel has consistently been a considerate presence in the area.

Motion made by Commissioner McKown, **Seconded** by Commissioner Brewer.
Voting Yea: Commissioner Brewer, Commissioner McKown, Secretary Parker, Vice Chair Jablonski, Commissioner McDaniel, Commissioner Griffith, Commissioner Kindel

Planning Commission recommended approval of O-2526-31.







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Norman, OK

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NOUN BOUTIQUE HOTEL

542 S. University Blvd, Norman, Oklahoma

ARCHITECTURAL SITE PLAN

AS101

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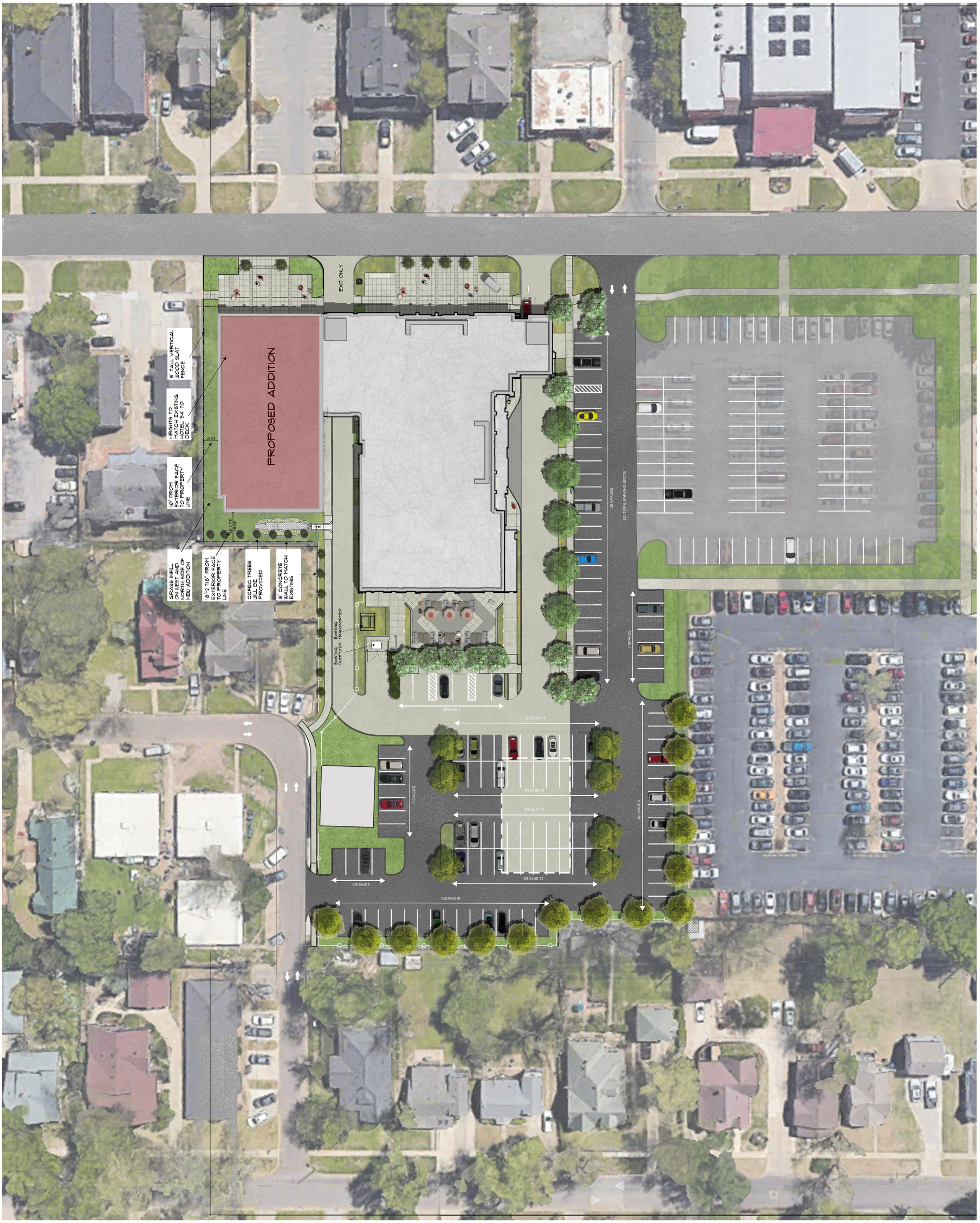
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20190079
ISSUE DATE:
JUNE 21, 2021
REVISIONS:
FOR CONSTRUCTION

OTHER ISSUE DATES:	
NO.	DESCRIPTION	DATE

SHEET NAME:
ARCHITECTURAL SITE PLAN

SHEET NUMBER:
AS101

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NOUN BOUTIQUE HOTEL

542 S. University Blvd, Norman, Oklahoma

AS101

ARCHITECTURAL SITE PLAN

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SHEET NAME
ARCHITECTURAL SITE PLAN

SHEET NUMBER
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8" TALL VERTICAL WOOD SLAT FENCE

160' - 0"

19' - 0"

82' - 3"

CCFBC TREES WILL BE PROVIDED

18' - 2 7/8"
18.24'

GRAVEL INFILL

8" CONCRETE WALL TO MATCH EXISTING

STAIRS

BALLROOM STORAGE

BALLROOM

GENERAL STORAGE

OFFICE

TOILETS

PREFUNCTION

ELECTRIC 158

LINEN PICK UP STORAGE 159

KITCHEN STORAGE 154

MEETING ROOM STORAGE 153

EMPLOYEE BREAK 150

TOILET 152

TELE / DATA SERVER ROOM 151

HOT WATER 149

FIRE PUMP 141

RECEIVING 144

RECEIVING 155

STAIR TOWER 157

GENERAL BACK-OF-HOUSE 148

JAN 160

FREEZER

COOLER

DEPRESSED SLAB

STAIR 156

KITCHEN 125

PRIVATE DINING ROOM 123

WOMEN'S RESTROOM 108

MEN'S RESTROOM 109

CORRIDOR 107

SALES OFFICE 113

SERVICE HALL 143

COOLER DEPRESSED SLAB

WORK ROOM 111

GENERAL MANAGER 112

LIBRARY 116

SERVICE ELEVATOR LOBBY 142

DINING ROOM 122

PATIO DINING 182

MEETING ROOM 1 106

REGISTRATION

ELEVATOR 2 172

ELEVATOR 1 171

ELEVATOR LOBBY 117

OUTDOOR PATIO 181
REFER B/A409

MEETING ROOM 2 105

LOBBY 102

13'-3"

LOBBY BAR 120

MAIN ENTRY VESTIBULE 101

ENTRY 118

1 / A409

K / A551

A FIRST FLOOR - FLOOR PLAN

1/8" = 1'-0"

0' 2' 4' 8' 16' NORTH

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NOUN BOUTIQUE HOTEL

542 S. University Blvd, Norman, Oklahoma

A101 GROUND FLOOR PLAN

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20190079

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JUNE 21, 2021

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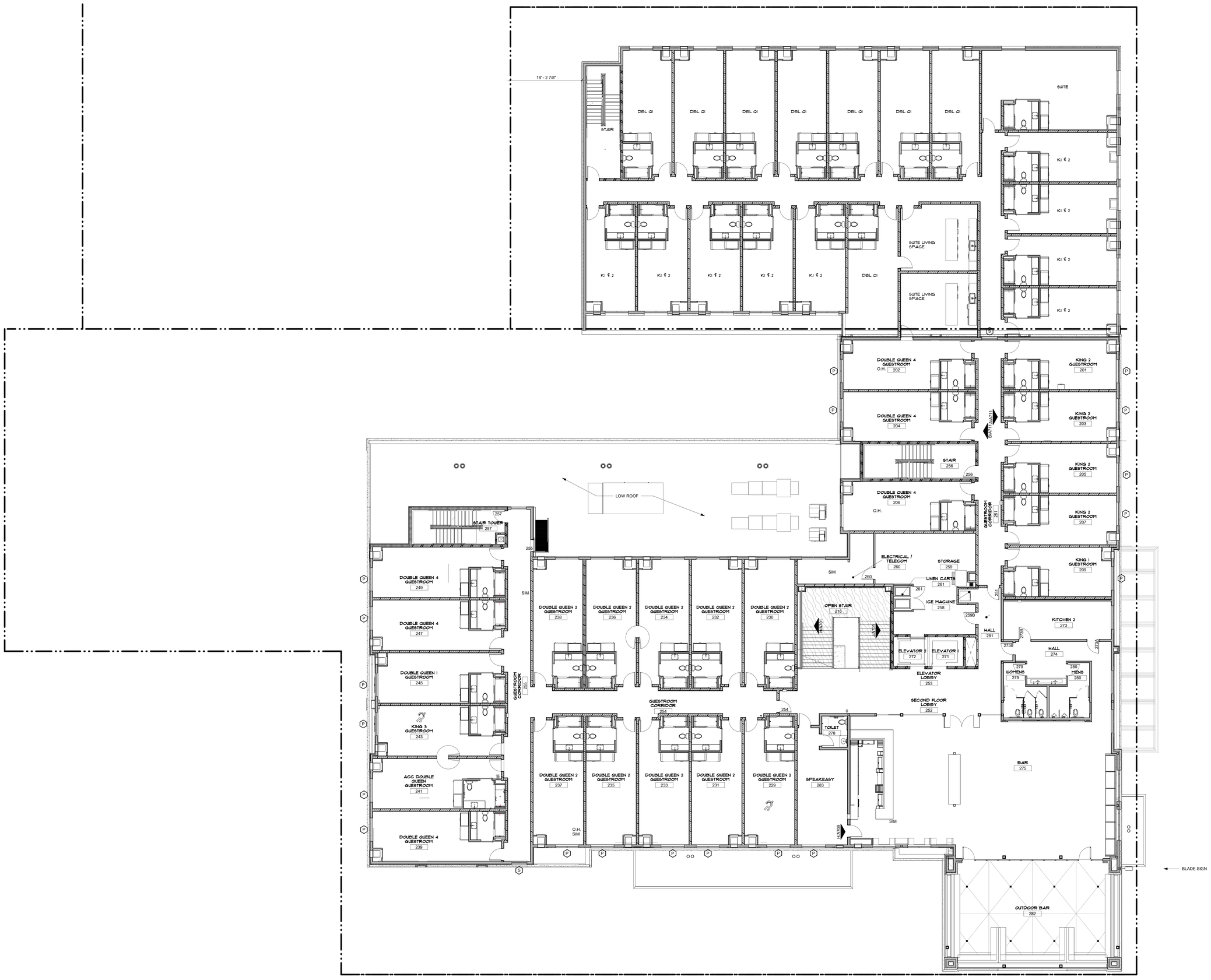
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GROUND FLOOR PLAN

SHEET NUMBER:
A101

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A SECOND FLOOR DIMENSION PLAN
1/8" = 1'-0"

0' 2' 4' 8' 16' NORTH

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NOUN BOUTIQUE HOTEL

542 S. University Blvd, Norman, Oklahoma

A102 SECOND FLOOR PLAN

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201900079

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ISSUE:
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NO.	DESCRIPTION	DATE

SHEET NAME:
SECOND FLOOR PLAN

SHEET NUMBER:
A102

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THE NOUN

A Boutique Hotel Development by Noun Hotel LLC

542 & 534 S. University Blvd.,

Norman, Oklahoma

Application for:

Center City Planned Unit Development

Submitted December 1, 2025

Revised April 10, 2026

PREPARED BY:

RIEGER SADLER JOYCE LLC

136 Thompson Drive

Norman, Oklahoma 73069

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- D. Additional Signage
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I. INTRODUCTION

A. **Background and Intent**. The Noun is a boutique hotel development operated by Noun Hotel LLC (the "**Applicant**"). This amendment to the Center City Planned Unit Development ("**CCPUD**"), located at 542 and 534 South University Boulevard, Norman, Oklahoma (collectively, the "**Property**"), is intended to allow for expansion of the existing hotel. The Property contains approximately 1.22 acres (as combined across two parcels of 542 and 534 University). This CCPUD is intended to put forth the parameters for which the Property shall be developed in order to facilitate the expansion and operation of the Noun, as well as other compatible uses as more specifically described herein. The Property is located in the Campus Corner area and offers a unique opportunity for a boutique hotel to continue serving the City of Norman's thriving Downtown, Campus Corner Restaurants and Merchants, the University of Oklahoma, and the City's numerous festivals and events, including but not limited to the Norman Music Festival, OU gamedays and events, and various other gatherings. The expansion of the Noun builds upon the success of the existing hotel and will enhance its ability to support the thriving districts of the core area.

B. **Development Team**. The Applicant is Noun Hotel LLC. The architects for the project are GH2 Architects. SMC Consulting Engineers are serving as the civil engineers for the project. Traffic Engineering Consultants, Inc. are providing traffic analysis for the project.

II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS

A. **Location**. The Property is situated West of University Boulevard, North of Boyd Street, East of Elm Avenue, and touches the corner of Toberman Drive and Park Drive. The specific location is illustrated on the Site Development Plan, attached hereto as "**Exhibit A**."

B. **Existing Land Use and Zoning**. The Property is situated within the Center City Form Based Code ("**CCFBC**") District and is currently zoned as a CCPUD. 542 South University is improved with the existing Noun Hotel, and 534 South University is currently developed with a single-family residence.

C. **Elevation and Topography.** The Property is essentially flat with little elevation change throughout the entirety of the development. 542 South University is currently developed with the existing hotel and associated paved areas, resulting in little to no pervious surface. 534 South University currently contains a residential home.

D. **Drainage**. The Applicant proposes stormwater and drainage management systems that meet or exceed the City's applicable ordinances and regulations, and that will include features of Low Impact Development and Best Management Practices.

E. **Utility Services**. All necessary utilities for this project (including water, sewer, gas, telecommunications, and electric) are currently located within the necessary

proximity to serve the Property, or they will be extended by the Applicant, as necessary.

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

G. **Traffic Circulation and Access**. Access to the Property shall remain as currently existing. A curb cut exists at the south boundary of the Property at S. University Blvd., which shall serve as the two-way entrance and exit to the Property, and serve as the primary access point to the hotel. The curb cut on the north end of 542 South University and south of 534 South University shall function to merely a one-way service road exiting the Property. The existing curb cut to 534 South University shall be removed.

III. DEVELOPMENT PLAN AND DESIGN CONCEPT

The Property shall be developed in compliance with the Site Development Plan, attached as **Exhibit A**, and the development criteria contained herein. The Exhibits attached to this CCPUD narrative are incorporated herein by reference.

A. **Permissible Uses**.

The Property is situated within the Center City Form Based Code District. This CCPUD is sought in order to allow for more flexible development, in fulfillment of the stated goals of the Center City Area of the Property, than what would be allowed under the applicable provisions of the Center City Form Based Code. Each respective lot shall retain its current allowable uses and shall add the additional uses stated below. An exhaustive list of the allowable uses is shown below and duplicated as attached hereto as **Exhibit C**.

Additional Permissible Uses:

- Hotel/Overnight Lodging and related support services and amenities (limited to the hotel and restaurant/bar operations)
- Banquet Hall, Conference Center, Reception Area, Ballroom and/or Meeting Space, and associated activities (limited to the hotel and restaurant/bar operations)
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- It is noted that the Center City Code already allows for this Property to be used as: "*residential/**overnight lodging and related support services**, such as*

lobbies, leasing offices, resident exercise facilities, etc." Therefore, much of the requested uses herein are already allowed under the existing CCFBC.

B. Development Criteria.

1. **Area Regulations**. The development shall comply with the setbacks shown on the Site Plan. As shown on the Site Plan, the addition to the hotel shall have a minimum seventeen (17') foot setback from the West property line and a ten (10') foot setback from the North property line. Original documents will be provided in large scale to better read the setbacks shown.

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5. **Signage**. Signage for the Property shall be allowed in the locations and manners depicted on the Exterior Renderings. Additional signage on the Property shall be allowed to comply with the restrictions and provisions attached hereto as **Exhibit D**.

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SITE DEVELOPMENT PLAN

Full Size Document Submitted to City Staff



EXHIBIT B

EXTERIOR RENDERINGS

Full Size Documents Submitted to City Staff





EXHIBIT C

Allowable Uses

The intent is to keep the existing allowable uses for each property under the CCFBC and add the additional uses enumerated in this CCPUD. In the event of an ambiguity or conflict, this list shall control the allowable uses for the Property.

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- Thrift Store/Donation Center as an ancillary function of a church

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Any signage additional to the signage shown on the Exterior Renderings shall comply with the provisions contained herein:

[This is based on the Signage language of the CCFBC, but in the event of ambiguity or conflict, this exhibit shall control]

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2. General Standards

a. Wall signs are permitted within the area between the second story floor line and the first-floor ceiling with a horizontal band not to exceed 2 feet in height. In no case shall this band be higher than 20 feet or lower than 11 feet above the adjacent sidewalk.

b. Letters shall not exceed 18 inches in height or width. Signs shall not come closer than 2 feet to an adjacent common lot line.

c. Additionally company logos or names may be placed within this horizontal band or placed or painted within ground floor or second story windows.

d. A masonry or bronze plaque bearing an owner's or building's name may be placed in the building's cornice/parapet wall or under the eaves, and above the upper story windows. Any such plaque shall be no larger than a rectangle of 18 square feet.

e. Blade signs (perpendicular to the required building line) not more than 5 feet wide containing a maximum of 25 square feet per side and minimum 9 feet clear height above the sidewalk may be hung from the facade, or from an overhang or awning. Vertically oriented blade signs less than 30 inches wide may contain up to 30 square feet per side.

f. Neon signs are allowed within shopfront windows throughout the Property.

g. No more than 25% of a shop or store window may be covered by signage.

h. Temporary sidewalk easel signs of up to 36" in height are permitted within the dooryard area of both the existing hotel and addition to the hotel. They may also be considered a permitted obstruction to the sidewalk or right-of-way, with prior approval from the City.

i. All illumination of signs and buildings shall be by constant light—flashing, traveling, animated, or intermittent lighting shall not be mounted on the exterior of any building, whether such lighting is temporary or permanent.

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Outdoor advertising signs, roof signs, free-standing pole signs, monument signs, any kind of animation, and signs painted on the exterior walls of buildings. No digital, flashing, scrolling, traveling, animated, or intermittent lighting shall be on the exterior of any building whether such lighting is of temporary or long-term duration. Portable or wheeled signs and advertising located outside any building are not allowed.

EXHIBIT E

Allowable Tree Species List

This list is based on the City of Norman's allowable tree species lists contained in the CCFBC. In the event of ambiguity or conflict, this list shall control.

The following trees species shall be allowable on the Property. The Applicant shall consider size, location, and surrounding area in determining which of the following species shall be used throughout different locations of the Property.

Carya illinoinensis	Pecan
Cerus canadisis var. texensis	Texas Redbud
Cerus x texensis	Oklahoma Redbud
Juglans nigra	Black Walnut
Magnolia grandiflora	Magnolia
Quercus macrocarpa	Bur Oak
Quercus muhlenbergii	Chinquapin Oak
Taxodium ascendens	Pond Cypress
Taxodium distichum	Bald Cypress

Celtis occidentalis	Common Hackberry
Ginkgo biloba	Ginkgo (male only)
Gleditsia triacanthos var. inermis	Thornless Honey Locust
Platanus acerifolia 'Yarwood'	Yarwood Plane tree
Platanus occidentalis 'Bloodgood'	London Plane tree
Quercus acutissima	Sawtooth Oak
Quercus alba	White Oak
Quercus coccinea	Scarlet Oak
Quercus muhlenbergii	Chinquapin Oak
Quercus palustris	Pin Oak
Quercus phellos	Willow Oak
Quercus buckleyi shumardii	Red Oak
Quercus velutina	Black Oak
Tilia Americana	Basswood/American Linden
Ulmus hollandica 'Groenveldt'	Groenveldt Elm
Ulmus americana "libertas"	Liberty Elm
Ulmus parvifolia	Chinese/Lacebark/Drake Elm

THE NOUN

A Boutique Hotel Development by Noun Hotel LLC

542 & 534 S. University Blvd.,

Norman, Oklahoma

Application for:

Center City Planned Unit Development

Submitted December 1, 2025

Revised April 10, 2026

PREPARED BY:

RIEGER SADLER JOYCE LLC

136 Thompson Drive

Norman, Oklahoma 73069

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- B. Development Team

II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS
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- C. Elevation and Topography
- D. Drainage
- E. Utility Services
- F. Fire Protection Services
- G. Traffic Circulation and Access

III. DEVELOPMENT PLAN AND DESIGN CONCEPT
- A. Permissible Uses
- B. Development Criteria

EXHIBITS

- A. Site Development Plan
- B. Exterior Renderings
- C. Allowable Uses
- D. Additional Signage
- E. Allowable Tree Species List

I. INTRODUCTION

A. **Background and Intent**. The Noun is a boutique hotel development operated by Noun Hotel LLC (the "**Applicant**"). This amendment to the Center City Planned Unit Development ("**CCPUD**"), located at 542 and 534 South University Boulevard, Norman, Oklahoma (collectively, the "**Property**"), is intended to allow for expansion of the existing hotel. The Property contains approximately 1.22 acres (as combined across two parcels of 542 and 534 University). This CCPUD is intended to put forth the parameters for which the Property shall be developed in order to facilitate the expansion and operation of the Noun, as well as other compatible uses as more specifically described herein. The Property is located in the Campus Corner area and offers a unique opportunity for a boutique hotel to continue serving the City of Norman's thriving Downtown, Campus Corner Restaurants and Merchants, the University of Oklahoma, and the City's numerous festivals and events, including but not limited to the Norman Music Festival, OU gamedays and events, and various other gatherings. The expansion of the Noun builds upon the success of the existing hotel and will enhance its ability to support the thriving districts of the core area.

B. **Development Team**. The Applicant is Noun Hotel LLC. The architects for the project are GH2 Architects. SMC Consulting Engineers are serving as the civil engineers for the project. Traffic Engineering Consultants, Inc. are providing traffic analysis for the project.

II. PROPERTY DESCRIPTION/GENERAL SITE CONDITIONS

A. **Location**. The Property is situated West of University Boulevard, North of Boyd Street, East of Elm Avenue, and touches the corner of Toberman Drive and Park Drive. The specific location is illustrated on the Site Development Plan, attached hereto as "**Exhibit A**."

B. **Existing Land Use and Zoning**. The Property is situated within the Center City Form Based Code ("**CCFBC**") District and is currently zoned as a CCPUD. 542 South University is improved with the existing Noun Hotel, and 534 South University is currently developed with a single-family residence.

C. **Elevation and Topography.** The Property is essentially flat with little elevation change throughout the entirety of the development. 542 South University is currently developed with the existing hotel and associated paved areas, resulting in little to no pervious surface. 534 South University currently contains a residential home.

D. **Drainage**. The Applicant proposes stormwater and drainage management systems that meet or exceed the City's applicable ordinances and regulations, and that will include features of Low Impact Development and Best Management Practices.

E. **Utility Services**. All necessary utilities for this project (including water, sewer, gas, telecommunications, and electric) are currently located within the necessary

proximity to serve the Property, or they will be extended by the Applicant, as necessary.

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

G. **Traffic Circulation and Access**. Access to the Property shall remain as currently existing. A curb cut exists at the south boundary of the Property at S. University Blvd., which shall serve as the two-way entrance and exit to the Property, and serve as the primary access point to the hotel. The curb cut on the north end of 542 South University and south of 534 South University shall function to merely a one-way service road exiting the Property. The existing curb cut to 534 South University shall be removed.

III. DEVELOPMENT PLAN AND DESIGN CONCEPT

The Property shall be developed in compliance with the Site Development Plan, attached as **Exhibit A**, and the development criteria contained herein. The Exhibits attached to this CCPUD narrative are incorporated herein by reference.

A. **Permissible Uses**.

The Property is situated within the Center City Form Based Code District. This CCPUD is sought in order to allow for more flexible development, in fulfillment of the stated goals of the Center City Area of the Property, than what would be allowed under the applicable provisions of the Center City Form Based Code. Each respective lot shall retain its current allowable uses and shall add the additional uses stated below. An exhaustive list of the allowable uses is shown below and duplicated as attached hereto as **Exhibit C**.

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B. Development Criteria.

1. **Area Regulations**. The development shall comply with the setbacks shown on the Site Plan. As shown on the Site Plan, the addition to the hotel shall have a minimum seventeen (17') foot setback from the West property line and a ten (10') foot setback from the North property line. Original documents will be provided in large scale to better read the setbacks shown.

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5. **Signage**. Signage for the Property shall be allowed in the locations and manners depicted on the Exterior Renderings. Additional signage on the Property shall be allowed to comply with the restrictions and provisions attached hereto as **Exhibit D**.

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Magnolia grandiflora	Magnolia
Quercus macrocarpa	Bur Oak
Quercus muhlenbergii	Chinquapin Oak
Taxodium ascendens	Pond Cypress
Taxodium distichum	Bald Cypress

Celtis occidentalis	Common Hackberry
Ginkgo biloba	Ginkgo (male only)
Gleditsia triacanthos var. inermis	Thornless Honey Locust
Platanus acerifolia 'Yarwood'	Yarwood Plane tree
Platanus occidentalis 'Bloodgood'	London Plane tree
Quercus acutissima	Sawtooth Oak
Quercus alba	White Oak
Quercus coccinea	Scarlet Oak
Quercus muhlenbergii	Chinquapin Oak
Quercus palustris	Pin Oak
Quercus phellos	Willow Oak
Quercus buckleyi shumardii	Red Oak
Quercus velutina	Black Oak
Tilia Americana	Basswood/American Linden
Ulmus hollandica 'Groenveldt'	Groenveldt Elm
Ulmus americana "libertas"	Liberty Elm
Ulmus parvifolia	Chinese/Lacebark/Drake Elm

File Attachments for Item:

30. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AUTHORIZING THE CITY ATTORNEY'S OFFICE TO INITIATE LITIGATION TO OBTAIN A DECLARATORY JUDGMENT REGARDING THE CITY COUNCIL'S AUTHORITY, IF ANY, TO ORDER A LEGISLATIVE REFERENDUM ON AN ORDINANCE ESTABLISHING A TAX INCREMENT FINANCING DISTRICT PURSUANT TO THE LOCAL DEVELOPMENT ACT, 62 O.S. §§ 850–869.

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 4/14/2026

REQUESTER: Rickey Knighton II, City Attorney

PRESENTER: Rickey Knighton II, City Attorney

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF AUTHORIZING THE CITY ATTORNEY'S OFFICE TO INITIATE LITIGATION TO OBTAIN A DECLARATORY JUDGMENT REGARDING THE CITY COUNCIL'S AUTHORITY, IF ANY, TO ORDER A LEGISLATIVE REFERENDUM ON AN ORDINANCE ESTABLISHING A TAX INCREMENT FINANCING DISTRICT PURSUANT TO THE LOCAL DEVELOPMENT ACT, 62 O.S. §§ 850–869.

BACKGROUND:

This item concerns authorization for legal staff to pursue litigation to determine whether the Council has authority, if any, to independently order an election on an ordinance enacted under the Local Development Act, 62 O.S. §§ 850–869.

DISCUSSION:

On March 6, 2026, the City and the Norman Tax Increment Finance Authority received a letter from Cheek & Falcone, PLLC, demanding that Council repeal Ordinance No. O-2425-2, which created the Rock Creek Entertainment District tax increment finance districts, and submit the ordinance to a vote of the qualified electorate. The letter further asserts that, if Council does not comply, litigation seeking declaratory and injunctive relief, attorney's fees, costs, and other relief will be pursued.

Legal staff recommends initiating a declaratory judgment action to determine whether Council has authority to independently order such an election before Council considers repeal of Ordinance No. O-2425-2. Obtaining judicial clarification will reduce legal uncertainty, limit potential exposure, and inform Council's decision-making.

Authorization of this item will allow legal staff to seek a timely judicial determination of this issue.

RECOMMENDATION:

It is recommended that Council authorize legal staff to seek a judicial determination of whether Council has authority to independently order an election on an ordinance enacted under the Local Development Act.