



**CITY OF NORMAN, OK**  
**NORMAN FORWARD SALES TAX CITIZEN FINANCIAL**  
**OVERSIGHT BOARD MEETING**

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

**Friday, March 13, 2026 at 3:30 PM**

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## **AGENDA**

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

### **ROLL CALL**

### **MINUTES**

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, POSTPONEMENT, AND/OR DISCUSSION OF MINUTES FROM JANUARY 9, 2026

### **REPORTS**

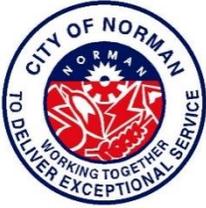
2. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, POSTPONEMENT, AND/OR DISCUSSION OF FINANCIAL REPORTS

### **DISCUSSION ITEMS**

3. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, POSTPONEMENT, AND/OR DISCUSSION OF PREVIOUSLY APPROVED COUNCIL ACTIONS
4. AD HOC COMMITTEE LIAISON REPORTS
5. PROJECT MANAGER REPORTS

### **MISCELLANEOUS COMMENTS**

### **ADJOURNMENT**



# CITY OF NORMAN, OK NORMAN FORWARD SALES TAX CITIZEN FINANCIAL OVERSIGHT BOARD MEETING

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

Friday, January 09, 2026 at 3:30 PM

## MINUTES

The Norman Forward Sales Tax Citizen Financial Oversight Board of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session at 201 West Gray, Norman, on Friday, January 09, 2026 at 3:30 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.

### ROLL CALL

#### PRESENT

Chairman Andy Rieger  
Board member Alva Brockus  
Board member Andy Sherrer  
Board member Cindy Rogers  
Board member Linda Price  
Board member Zachary Simpson  
Board member Christopher Housman

#### ABSENT

Board member Erik Paulson  
Board member Shanon Buckingham

#### OTHERS

Jacob Huckabaa, Budget Analyst  
Dannielle Risenhoover, Admin. Tech. IV  
Jason Olsen, Director of Parks & Recreation

### MINUTES

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, POSTPONEMENT, AND/OR DISCUSSION OF MINUTES FROM NOVEMBER 14, 2025

Member Brockus made a motion to approve the minutes from the November 14, 2025 meeting. Member Price duly seconded the motion. Hearing no objections to the approval of the minutes from November 14, 2025, the motion passed unanimously.

Items submitted for the record:

Forward Citizen Financial Oversight Board Minutes from November 14, 2025

## REPORTS

### 2. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, POSTPONEMENT, AND/OR DISCUSSION OF FINANCIAL REPORTS

Budget Analyst Jacob Huckabaa gave the report. The December sales tax was 2.23% below the monthly, budgeted target. Use tax for December was 48% over the monthly, budgeted target. The combined sales and use tax are 4.67% above the monthly, budgeted target and .39% over the fiscal year budgeted target. Projects that are near completion are: Griffin Park Soccer Complex, Young Family Athletic Center, and Public Art Installations. Park projects are still on-going.

Member Brockus made a motion to approve the Financial Reports and Member Price duly seconded the motion. The motion passed unanimously.

Items submitted for the record:

Norman Forward Citizen Financial Oversight Board Financial Reports

## DISCUSSION & ACTION ITEMS

### 3. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, POSTPONEMENT, AND/OR DISCUSSION OF PREVIOUSLY APPROVED COUNCIL ACTIONS

The Board reviewed the Mayor's appointments and reappointments to several committees including the following reappointments to the Norman Forward Citizen Financial Oversight Board:

Term: 12-22-25 TO 12-22-28, Alva Brockus – Ward 2

Term: 12-22-25 TO 12-22-28, Zach Simpson – Ward 3

Term: 12-22-25 TO 12-22-28, Cindy Rogers – Ward 4

The Board also acknowledged Council's acceptance of the updated Norman Forward Implementation Plan as well as Council's approval of Contract K-2526-91, Easement E-2526-13 and Council's authorization for the City Manager to execute related documents between the City of Norman, Oklahoma and Independent School District 29 of Cleveland County, Oklahoma (Norman Public Schools) for the land exchange of various properties in and around Adams and Eisenhower Elementary Schools, as well as around Irving and Whittier Middle Schools.

Items submitted for the record:

November 25, 2025, City Council Agenda Item #5

November 25, 2025, City Council Agenda Item #10

November 25, 2025, City Council Agenda Item #23

### 4. AD HOC COMMITTEE LIAISON REPORTS

No Ad Hoc reports were given.

### 5. PROJECT MANAGER REPORTS

Director of Parks and Recreation Jason Olsen gave the report. Four playgrounds were put out for bid recently. They are Bluestem Park, Northeast Lions Park, Sutton Place Park, and Eagle

Cliff Park. Staff is currently reviewing the bids. High Meadows Park is now connected Northeast Lions Park after a land exchange with Norman Public Schools.

A resolution will be going to City Council for the appropriation of Norman Forward funds to go toward updating the master plans for Ruby Grant Park, Griffin Park, Reaves Park, the Multi-sports Park, the Adult Wellness and Education Center, and the Young Family Athletic Center. “Our hopes are that, now that we are substantially complete with all our projects, we’d like to take about \$113,000 from fund balance to update these projects,” Olsen said. “All these master plans are about 10 to 15 years old. We want to get these projects updated.”

Olsen stated that he is seeing “movement” regarding River Park. The City of Norman Parks and Recreation Department as well as the City’s Legal Department have been in conversations with a representative from the Moore family regarding land for this park.

The City of Norman is still waiting for mediation to take place regarding the mold situation at the City’s Central Library. Olsen is hopeful that mediation will take place in February 2026.

#### 6. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, POSTPONEMENT, AND/OR DISCUSSION OF ANNUAL REPORT

Jacob Huckabaa presented the Annual Report for the period of January 1, 2025 – December 31, 2025, for review by the Board. Chair Rieger called for a motion to approve the Annual Report. Member Price gave the motion, and it was duly seconded by Member Sherrer. The motion passed unanimously.

Items submitted for the record:

Norman Forward Sales Tax Citizen Financial Oversight Board Annual Report

#### MISCELLANEOUS COMMENTS

Chair Rieger commented on what a nice sendoff party it was for Brenda Hall and Anthony Francisco as they both retired on January 8, 2026.

#### ADJOURNMENT

Member Brockus moved to adjourn the meeting which was duly seconded by Member Simpson. The motion passed unanimously, and the meeting adjourned at approximately 4:00 PM.

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Andy Rieger, Chair  
Norman Forward Sales Tax Citizen Financial Oversight Board

**NORMAN FORWARD SALES TAX REVENUE, VERSUS PROJECTION  
BY FISCAL YEAR**

**COMPARED TO 7/2015 PROJECTION**

**Item 2.**

MONTH	BY FISCAL YEAR			COMPARED TO 7/2015 PROJECTION		
	PROJECTED	ACTUAL	% VARIANCE	ACTUAL	PRELIMINARY PROJECTION*	% VARIANCE
March, 2016	\$ 765,813	\$ 728,243	-4.91%	\$ 728,243	\$ 760,927	-4.30%
April, 2016	\$ 737,709	\$ 776,747	5.29%	\$ 776,747	\$ 733,003	5.97%
May, 2016	\$ 796,539	\$ 802,418	0.74%	\$ 802,418	\$ 791,458	1.38%
June, 2016	\$ 820,638	\$ 729,175	-11.15%	\$ 729,175	\$ 815,402	-10.57%
July, 2016	\$ 771,629	\$ 758,153	-1.75%	\$ 758,153	\$ 760,692	-0.33%
August, 2016	\$ 811,311	\$ 753,218	-7.16%	\$ 753,218	\$ 799,813	-5.83%
September, 2016	\$ 786,920	\$ 771,583	-1.95%	\$ 771,583	\$ 775,767	-0.54%
October, 2016	\$ 858,715	\$ 816,566	-4.91%	\$ 816,566	\$ 846,544	-3.54%
November, 2016	\$ 798,882	\$ 769,521	-3.68%	\$ 769,521	\$ 787,559	-2.29%
December, 2016	\$ 784,003	\$ 745,468	-4.92%	\$ 745,468	\$ 772,891	-3.55%
January, 2017	\$ 827,244	\$ 796,677	-3.70%	\$ 796,677	\$ 815,519	-2.31%
February, 2017	\$ 980,463	\$ 814,235	-16.95%	\$ 814,235	\$ 966,569	-15.76%
March, 2017	\$ 771,866	\$ 683,655	-11.43%	\$ 683,655	\$ 793,266	-13.82%
April, 2017	\$ 743,541	\$ 768,593	3.37%	\$ 768,593	\$ 764,155	0.58%
May, 2017	\$ 802,832	\$ 758,083	-5.57%	\$ 758,083	\$ 825,095	-8.12%
June, 2017	\$ 827,125	\$ 747,817	-9.59%	\$ 747,817	\$ 850,057	-12.03%
July, 2017	\$ 760,592	\$ 769,840	1.22%	\$ 769,840	\$ 792,140	-2.82%
August, 2017	\$ 798,825	\$ 736,344	-7.82%	\$ 736,344	\$ 855,817	-13.96%
September, 2017	\$ 788,843	\$ 755,105	-4.28%	\$ 755,105	\$ 845,123	-10.65%
October, 2017	\$ 845,645	\$ 800,169	-5.38%	\$ 800,169	\$ 905,977	-11.68%
November, 2017	\$ 787,013	\$ 757,642	-3.73%	\$ 757,642	\$ 843,162	-10.14%
December, 2017	\$ 772,904	\$ 705,659	-8.70%	\$ 705,659	\$ 828,046	-14.78%
January, 2018	\$ 816,503	\$ 829,421	1.58%	\$ 829,421	\$ 874,756	-5.18%
February, 2018	\$ 959,243	\$ 803,901	-16.19%	\$ 803,901	\$ 1,027,679	-21.78%
March, 2018	\$ 758,166	\$ 723,206	-4.61%	\$ 723,206	\$ 846,777	-14.59%
April, 2018	\$ 735,117	\$ 733,040	-0.28%	\$ 733,040	\$ 821,035	-10.72%
May, 2018	\$ 790,948	\$ 801,350	1.32%	\$ 801,350	\$ 883,391	-9.29%
June, 2018	\$ 811,552	\$ 777,694	-4.17%	\$ 777,694	\$ 906,403	-14.20%
July, 2018	\$ 732,971	\$ 792,168	8.08%	\$ 792,168	\$ 849,487	-6.75%
August, 2018	\$ 769,817	\$ 778,107	1.08%	\$ 778,107	\$ 892,189	-12.79%
September, 2018	\$ 748,752	\$ 753,875	0.68%	\$ 753,875	\$ 867,775	-13.13%
October, 2018	\$ 814,936	\$ 814,292	-0.08%	\$ 814,292	\$ 944,481	-13.78%
November, 2018	\$ 758,434	\$ 769,806	1.50%	\$ 769,806	\$ 878,997	-12.42%
December, 2018	\$ 744,837	\$ 755,617	1.45%	\$ 755,617	\$ 863,238	-12.47%
January, 2019	\$ 786,853	\$ 862,016	9.55%	\$ 862,016	\$ 911,933	-5.47%
February, 2019	\$ 924,409	\$ 801,472	-13.30%	\$ 801,472	\$ 1,071,356	-25.19%
March, 2019	\$ 730,634	\$ 686,081	-6.10%	\$ 686,081	\$ 882,765	-22.28%
April, 2019	\$ 708,422	\$ 770,033	8.70%	\$ 770,033	\$ 855,929	-10.04%
May, 2019	\$ 762,226	\$ 762,196	0.00%	\$ 762,196	\$ 920,936	-17.24%
June, 2019	\$ 782,081	\$ 809,526	3.51%	\$ 809,526	\$ 944,925	-14.33%
July, 2019	\$ 763,597	\$ 768,847	0.69%	\$ 768,847	\$ 887,108	-13.33%
August, 2019	\$ 800,628	\$ 761,846	-4.84%	\$ 761,846	\$ 930,129	-18.09%
September, 2019	\$ 778,646	\$ 788,095	1.21%	\$ 788,095	\$ 904,591	-12.88%
October, 2019	\$ 847,316	\$ 844,155	-0.37%	\$ 844,155	\$ 984,369	-14.24%
November, 2019	\$ 788,870	\$ 799,842	1.39%	\$ 799,842	\$ 916,469	-12.73%
December, 2019	\$ 774,718	\$ 812,104	4.83%	\$ 812,104	\$ 899,994	-9.77%
January, 2020	\$ 820,021	\$ 851,020	3.78%	\$ 851,020	\$ 952,659	-10.67%
February, 2020	\$ 958,070	\$ 819,751	-14.44%	\$ 819,751	\$ 1,113,036	-26.35%
March, 2020	\$ 758,559	\$ 720,227	-5.05%	\$ 720,227	\$ 918,709	-21.60%
April, 2020	\$ 738,133	\$ 747,531	1.27%	\$ 747,531	\$ 893,970	-16.38%
May, 2020	\$ 792,526	\$ 702,283	-11.39%	\$ 702,283	\$ 959,846	-26.83%
June, 2020	\$ 813,861	\$ 664,592	-18.34%	\$ 664,592	\$ 985,686	-32.58%
July, 2020	\$ 777,799	\$ 808,364	3.93%	\$ 808,364	\$ 925,809	-12.69%
August, 2020	\$ 814,405	\$ 850,341	4.41%	\$ 850,341	\$ 969,380	-12.28%
September, 2020	\$ 793,231	\$ 779,982	-1.67%	\$ 779,982	\$ 944,177	-17.39%
October, 2020	\$ 862,850	\$ 817,975	-5.20%	\$ 817,975	\$ 1,027,044	-20.36%
November, 2020	\$ 803,681	\$ 779,947	-2.95%	\$ 779,947	\$ 956,616	-18.47%
December, 2020	\$ 789,933	\$ 795,174	0.66%	\$ 795,174	\$ 940,251	-15.43%
January, 2021	\$ 835,910	\$ 865,704	3.56%	\$ 865,704	\$ 994,978	-12.99%
February, 2021	\$ 972,244	\$ 842,592	-13.34%	\$ 842,592	\$ 1,157,255	-27.19%
March, 2021	\$ 771,573	\$ 801,811	3.92%	\$ 801,811	\$ 957,430	-16.25%
April, 2021	\$ 751,969	\$ 733,759	-2.42%	\$ 733,759	\$ 933,104	-21.36%
May, 2021	\$ 804,859	\$ 929,299	15.46%	\$ 929,299	\$ 998,734	-6.95%
June, 2021	\$ 825,105	\$ 946,083	14.66%	\$ 946,083	\$ 1,023,857	-7.60%
July, 2021	\$ 784,866	\$ 976,078	24.36%	\$ 976,078	\$ 965,155	1.13%
August, 2021	\$ 821,805	\$ 986,400	20.03%	\$ 986,400	\$ 1,010,579	-2.39%
September, 2021	\$ 800,438	\$ 1,022,755	27.77%	\$ 1,022,755	\$ 984,304	3.91%
October, 2021	\$ 870,690	\$ 1,064,323	22.24%	\$ 1,064,323	\$ 1,070,693	-0.59%
November, 2021	\$ 810,984	\$ 965,607	19.07%	\$ 965,607	\$ 997,273	-3.18%
December, 2021	\$ 790,508	\$ 992,536	25.56%	\$ 992,536	\$ 972,093	2.10%
January, 2022	\$ 860,624	\$ 1,048,226	21.80%	\$ 1,048,226	\$ 1,058,316	-0.95%
February, 2022	\$ 837,647	\$ 1,029,877	22.95%	\$ 1,029,877	\$ 1,117,876	-7.87%
March, 2022	\$ 797,106	\$ 839,152	5.27%	\$ 839,152	\$ 1,021,865	-17.88%
April, 2022	\$ 758,802	\$ 931,510	22.76%	\$ 931,510	\$ 972,761	-4.24%
May, 2022	\$ 812,172	\$ 1,027,267	26.48%	\$ 1,027,267	\$ 1,041,180	-1.34%
June, 2022	\$ 832,602	\$ 1,061,513	27.49%	\$ 1,061,513	\$ 1,067,371	-0.55%
July, 2022	\$ 985,918	\$ 963,920	-2.23%	\$ 963,920	\$ 1,006,175	-4.20%
August, 2022	\$ 1,032,318	\$ 980,427	-5.03%	\$ 980,427	\$ 1,053,528	-6.94%
September, 2022	\$ 1,005,479	\$ 1,038,038	3.24%	\$ 1,038,038	\$ 1,026,137	1.16%
October, 2022	\$ 1,093,726	\$ 1,057,045	-3.35%	\$ 1,057,045	\$ 1,116,197	-5.30%
November, 2022	\$ 1,018,726	\$ 1,051,427	3.21%	\$ 1,051,427	\$ 1,039,657	1.13%
December, 2022	\$ 1,001,298	\$ 987,149	-1.41%	\$ 987,149	\$ 1,021,871	-3.40%
January, 2023	\$ 1,059,578	\$ 1,047,231	-1.17%	\$ 1,047,231	\$ 1,081,348	-3.16%
February, 2023	\$ 1,232,391	\$ 1,030,515	-16.38%	\$ 1,030,515	\$ 1,257,712	-18.06%
March, 2023	\$ 978,026	\$ 886,958	-9.31%	\$ 886,958	\$ 1,083,842	-18.17%
April, 2023	\$ 953,177	\$ 995,074	4.40%	\$ 995,074	\$ 1,014,103	-1.88%
May, 2023	\$ 1,020,235	\$ 1,030,076	0.96%	\$ 1,030,076	\$ 1,085,448	-5.10%
June, 2023	\$ 1,045,882	\$ 960,987	-8.12%	\$ 960,987	\$ 1,112,734	-13.64%
July, 2023	\$ 1,005,871	\$ 1,020,459	1.45%	\$ 1,020,459	\$ 1,049,174	-2.74%
August, 2023	\$ 1,052,503	\$ 957,439	-9.03%	\$ 957,439	\$ 1,097,822	-12.79%
September, 2023	\$ 1,027,175	\$ 975,085	-5.07%	\$ 975,085	\$ 1,071,403	-8.99%
October, 2023	\$ 1,115,560	\$ 1,056,267	-5.32%	\$ 1,056,267	\$ 1,163,594	-9.22%

November, 2023	\$	1,040,701	\$	1,031,132		-0.92%	\$	1,031,132	\$	1,085,512		-5.01%
December, 2023	\$	1,021,763	\$	995,608		-2.56%	\$	995,608	\$	1,065,758		-6
January, 2024	\$	1,081,299	\$	1,065,861		-1.43%	\$	1,065,861	\$	1,127,857		-5
February, 2024	\$	1,253,059	\$	1,014,214		-19.06%	\$	1,014,214	\$	1,307,013		-22
March, 2024	\$	996,122	\$	894,213		-10.23%	\$	894,213	\$	1,083,171		-17.44%
April, 2024	\$	974,015	\$	997,624		2.42%	\$	997,624	\$	1,059,133		-5.81%
May, 2024	\$	1,041,665	\$	1,006,386		-3.39%	\$	1,006,386	\$	1,132,694		-11.15%
June, 2024	\$	1,065,540	\$	985,624		-7.50%	\$	985,624	\$	1,158,655		-14.93%
July, 2024	\$	1,027,658	\$	992,679		-3.40%	\$	992,679	\$	1,095,552		-9.39%
August, 2024	\$	1,072,597	\$	944,797		-11.92%	\$	944,797	\$	1,143,460		-17.37%
September, 2024	\$	1,047,783	\$	972,648		-7.17%	\$	972,648	\$	1,117,007		-12.92%
October, 2024	\$	1,137,875	\$	1,073,182		-5.69%	\$	1,073,182	\$	1,213,050		-11.53%
November, 2024	\$	1,062,639	\$	966,913		-9.01%	\$	966,913	\$	1,132,844		-14.65%
December, 2024	\$	1,042,891	\$	1,029,554		-1.28%	\$	1,029,554	\$	1,111,791		-7.40%
January, 2025	\$	1,103,957	\$	1,098,231		-0.52%	\$	1,098,231	\$	1,128,913		-2.72%
February, 2025	\$	1,273,906	\$	955,939		-24.96%	\$	955,939	\$	1,281,482		-25.40%
March, 2025	\$	1,014,849	\$	880,095		-13.28%	\$	880,095	\$	1,127,877		-21.97%
April, 2025	\$	995,344	\$	962,464		-3.30%	\$	962,464	\$	1,106,200		-12.99%
May, 2025	\$	1,062,993	\$	968,752		-8.87%	\$	968,752	\$	1,181,384		-18.00%
June, 2025	\$	1,086,284	\$	1,002,792		-7.69%	\$	1,002,792	\$	1,207,268		-16.94%
July, 2025	\$	1,028,893	\$	945,435		-8.11%	\$	945,435	\$	1,143,485		-17.32%
August, 2025	\$	1,071,673	\$	991,745		-7.46%	\$	991,745	\$	1,191,030		-16.73%
September, 2025	\$	1,048,085	\$	987,072		-5.82%	\$	987,072	\$	1,164,815		-15.26%
October, 2025	\$	1,138,612	\$	1,061,557		-6.77%	\$	1,061,557	\$	1,159,276		-8.43%
November, 2025	\$	1,062,471	\$	1,002,326		-5.66%	\$	1,002,326	\$	1,180,804		-15.11%
December, 2025	\$	1,044,682	\$	1,021,363		-2.23%	\$	1,021,363	\$	1,161,032		-12.03%
January, 2026	\$	1,106,056	\$	1,077,092		-2.62%	\$	1,077,092	\$	1,229,243		-12.38%
February, 2026	\$	1,268,778	\$	1,086,089		-14.40%	\$	1,086,089	\$	1,410,088		-22.98%
March, 2026	\$	1,013,638	\$	883,509		-12.84%	\$	883,509	\$	1,126,532		-21.57%
<b>TOTAL</b>	<b>\$</b>	<b>108,805,392</b>	<b>\$</b>	<b>106,878,270</b>		<b>-1.77%</b>	<b>\$</b>	<b>106,878,270</b>	<b>\$</b>	<b>120,541,374</b>		<b>-11.33%</b>

Item 2.

**NORMAN FORWARD USE TAX REVENUE, VERSUS PROJECTION  
BY FISCAL YEAR**

**COMPARED TO 7/2015 PROJECTION**

MONTH	PROJECTED		ACTUAL		% VARIANCE	PRELIMINARY		% VARIANCE
	ACTUAL	PROJECTION*	ACTUAL	PROJECTION*		ACTUAL	PROJECTION*	
March, 2016	\$ 30,808	\$ 30,808	\$ 40,786	\$ 40,786	32.39%	\$ 40,786	\$ 30,808	32.39%
April, 2016	\$ 29,678	\$ 29,678	\$ 34,397	\$ 34,397	15.90%	\$ 34,397	\$ 29,678	15.90%
May, 2016	\$ 32,045	\$ 32,045	\$ 42,640	\$ 42,640	33.06%	\$ 42,640	\$ 32,045	33.06%
June, 2016	\$ 33,014	\$ 33,014	\$ 39,837	\$ 39,837	20.67%	\$ 39,837	\$ 33,014	20.67%
July, 2016	\$ 31,991	\$ 31,991	\$ 38,889	\$ 38,889	21.56%	\$ 38,889	\$ 30,799	26.27%
August, 2016	\$ 36,458	\$ 36,458	\$ 42,717	\$ 42,717	17.17%	\$ 42,717	\$ 32,383	31.91%
September, 2016	\$ 33,558	\$ 33,558	\$ 30,445	\$ 30,445	-9.28%	\$ 30,445	\$ 31,409	-3.07%
October, 2016	\$ 40,673	\$ 40,673	\$ 33,293	\$ 33,293	-18.14%	\$ 33,293	\$ 34,275	-2.86%
November, 2016	\$ 40,492	\$ 40,492	\$ 39,065	\$ 39,065	-3.52%	\$ 39,065	\$ 31,887	22.51%
December, 2016	\$ 37,649	\$ 37,649	\$ 31,888	\$ 31,888	-15.30%	\$ 31,888	\$ 31,293	1.90%
January, 2017	\$ 32,836	\$ 32,836	\$ 43,537	\$ 43,537	32.59%	\$ 43,537	\$ 33,019	31.85%
February, 2017	\$ 40,252	\$ 40,252	\$ 41,610	\$ 41,610	3.37%	\$ 41,610	\$ 39,134	6.33%
March, 2017	\$ 38,396	\$ 38,396	\$ 33,061	\$ 33,061	-13.89%	\$ 33,061	\$ 32,118	2.94%
April, 2017	\$ 32,550	\$ 32,550	\$ 32,136	\$ 32,136	-1.27%	\$ 32,136	\$ 30,939	3.87%
May, 2017	\$ 39,794	\$ 39,794	\$ 45,568	\$ 45,568	14.51%	\$ 45,568	\$ 33,406	36.41%
June, 2017	\$ 39,921	\$ 39,921	\$ 41,863	\$ 41,863	4.87%	\$ 41,863	\$ 34,417	21.64%
July, 2017	\$ 35,217	\$ 35,217	\$ 44,497	\$ 44,497	26.35%	\$ 44,497	\$ 32,072	38.74%
August, 2017	\$ 43,965	\$ 43,965	\$ 47,476	\$ 47,476	7.99%	\$ 47,476	\$ 34,650	37.02%
September, 2017	\$ 36,942	\$ 36,942	\$ 46,945	\$ 46,945	27.08%	\$ 46,945	\$ 34,217	37.20%
October, 2017	\$ 44,773	\$ 44,773	\$ 55,550	\$ 55,550	24.07%	\$ 55,550	\$ 36,681	51.44%
November, 2017	\$ 44,574	\$ 44,574	\$ 49,820	\$ 49,820	11.77%	\$ 49,820	\$ 34,138	45.94%
December, 2017	\$ 41,445	\$ 41,445	\$ 45,477	\$ 45,477	9.73%	\$ 45,477	\$ 33,526	35.65%
January, 2018	\$ 36,146	\$ 36,146	\$ 66,771	\$ 66,771	84.72%	\$ 66,771	\$ 35,417	88.53%
February, 2018	\$ 44,310	\$ 44,310	\$ 48,593	\$ 48,593	9.67%	\$ 48,593	\$ 41,609	16.79%
March, 2018	\$ 42,267	\$ 42,267	\$ 54,993	\$ 54,993	30.11%	\$ 54,993	\$ 37,254	47.62%
April, 2018	\$ 35,833	\$ 35,833	\$ 50,955	\$ 50,955	42.20%	\$ 50,955	\$ 31,582	61.34%
May, 2018	\$ 43,806	\$ 43,806	\$ 60,102	\$ 60,102	37.20%	\$ 60,102	\$ 38,610	55.66%
June, 2018	\$ 43,946	\$ 43,946	\$ 47,518	\$ 47,518	8.13%	\$ 47,518	\$ 38,734	22.68%
July, 2018	\$ 44,900	\$ 44,900	\$ 46,670	\$ 46,670	3.94%	\$ 46,670	\$ 31,047	50.32%
August, 2018	\$ 55,771	\$ 55,771	\$ 58,648	\$ 58,648	5.16%	\$ 58,648	\$ 38,564	52.08%
September, 2018	\$ 47,108	\$ 47,108	\$ 68,843	\$ 68,843	46.14%	\$ 68,843	\$ 32,574	111.34%
October, 2018	\$ 57,049	\$ 57,049	\$ 76,256	\$ 76,256	33.67%	\$ 76,256	\$ 39,448	93.31%
November, 2018	\$ 56,603	\$ 56,603	\$ 65,295	\$ 65,295	15.36%	\$ 65,295	\$ 39,140	66.83%
December, 2018	\$ 52,600	\$ 52,600	\$ 71,304	\$ 71,304	35.56%	\$ 71,304	\$ 36,372	96.04%
January, 2019	\$ 46,825	\$ 46,825	\$ 81,467	\$ 81,467	73.98%	\$ 81,467	\$ 32,379	151.61%
February, 2019	\$ 56,235	\$ 56,235	\$ 92,097	\$ 92,097	63.77%	\$ 92,097	\$ 38,885	136.84%
March, 2019	\$ 53,945	\$ 53,945	\$ 72,451	\$ 72,451	34.31%	\$ 72,451	\$ 38,887	86.31%
April, 2019	\$ 45,884	\$ 45,884	\$ 62,630	\$ 62,630	36.50%	\$ 62,630	\$ 33,076	89.35%
May, 2019	\$ 56,016	\$ 56,016	\$ 77,315	\$ 77,315	38.02%	\$ 77,315	\$ 40,380	91.47%
June, 2019	\$ 55,749	\$ 55,749	\$ 68,615	\$ 68,615	23.08%	\$ 68,615	\$ 40,188	70.74%
July, 2019	\$ 45,912	\$ 45,912	\$ 77,599	\$ 77,599	69.02%	\$ 77,599	\$ 32,126	141.55%
August, 2019	\$ 57,045	\$ 57,045	\$ 72,567	\$ 72,567	27.21%	\$ 72,567	\$ 39,916	81.80%
September, 2019	\$ 48,670	\$ 48,670	\$ 80,983	\$ 80,983	66.39%	\$ 80,983	\$ 34,063	137.75%
October, 2019	\$ 58,757	\$ 58,757	\$ 86,518	\$ 86,518	47.25%	\$ 86,518	\$ 41,123	110.39%
November, 2019	\$ 58,032	\$ 58,032	\$ 79,115	\$ 79,115	36.33%	\$ 79,115	\$ 40,615	94.79%
December, 2019	\$ 54,201	\$ 54,201	\$ 83,721	\$ 83,721	54.46%	\$ 83,721	\$ 37,933	120.70%
January, 2020	\$ 48,711	\$ 48,711	\$ 88,427	\$ 88,427	81.53%	\$ 88,427	\$ 34,092	159.38%
February, 2020	\$ 58,353	\$ 58,353	\$ 124,509	\$ 124,509	113.37%	\$ 124,509	\$ 40,840	204.87%
March, 2020	\$ 55,569	\$ 55,569	\$ 73,615	\$ 73,615	32.47%	\$ 73,615	\$ 40,544	81.57%
April, 2020	\$ 47,292	\$ 47,292	\$ 78,218	\$ 78,218	65.40%	\$ 78,218	\$ 34,505	126.69%
May, 2020	\$ 57,758	\$ 57,758	\$ 96,559	\$ 96,559	67.18%	\$ 96,559	\$ 42,141	129.13%
June, 2020	\$ 57,267	\$ 57,267	\$ 105,049	\$ 105,049	83.44%	\$ 105,049	\$ 41,783	151.42%
July, 2020	\$ 76,418	\$ 76,418	\$ 108,470	\$ 108,470	41.94%	\$ 108,470	\$ 33,540	223.40%
August, 2020	\$ 80,414	\$ 80,414	\$ 111,849	\$ 111,849	39.09%	\$ 111,849	\$ 41,326	170.65%
September, 2020	\$ 80,982	\$ 80,982	\$ 111,950	\$ 111,950	38.24%	\$ 111,950	\$ 35,544	214.97%
October, 2020	\$ 97,394	\$ 97,394	\$ 123,541	\$ 123,541	26.85%	\$ 123,541	\$ 42,747	189.01%
November, 2020	\$ 95,981	\$ 95,981	\$ 111,548	\$ 111,548	16.22%	\$ 111,548	\$ 42,127	164.79%
December, 2020	\$ 89,971	\$ 89,971	\$ 133,159	\$ 133,159	48.00%	\$ 133,159	\$ 39,489	237.21%
January, 2021	\$ 81,296	\$ 81,296	\$ 142,435	\$ 142,435	75.21%	\$ 142,435	\$ 35,681	299.19%
February, 2021	\$ 98,004	\$ 98,004	\$ 176,811	\$ 176,811	80.41%	\$ 176,811	\$ 43,015	311.05%
March, 2021	\$ 91,837	\$ 91,837	\$ 108,777	\$ 108,777	18.45%	\$ 108,777	\$ 42,021	158.86%
April, 2021	\$ 78,673	\$ 78,673	\$ 98,208	\$ 98,208	24.83%	\$ 98,208	\$ 35,998	172.82%
May, 2021	\$ 96,119	\$ 96,119	\$ 149,868	\$ 149,868	55.92%	\$ 149,868	\$ 43,980	240.76%
June, 2021	\$ 95,612	\$ 95,612	\$ 119,455	\$ 119,455	24.94%	\$ 119,455	\$ 43,748	173.05%
July, 2021	\$ 110,203	\$ 110,203	\$ 119,611	\$ 119,611	8.54%	\$ 119,611	\$ 34,966	242.08%
August, 2021	\$ 135,784	\$ 135,784	\$ 146,398	\$ 146,398	7.82%	\$ 146,398	\$ 43,082	239.81%
September, 2021	\$ 116,785	\$ 116,785	\$ 114,138	\$ 114,138	-2.27%	\$ 114,138	\$ 37,054	208.03%
October, 2021	\$ 140,069	\$ 140,069	\$ 145,812	\$ 145,812	4.10%	\$ 145,812	\$ 44,442	228.09%
November, 2021	\$ 137,707	\$ 137,707	\$ 153,849	\$ 153,849	11.72%	\$ 153,849	\$ 43,693	252.12%
December, 2021	\$ 130,010	\$ 130,010	\$ 138,224	\$ 138,224	6.32%	\$ 138,224	\$ 41,251	235.08%
January, 2022	\$ 137,707	\$ 137,707	\$ 182,045	\$ 182,045	32.20%	\$ 182,045	\$ 43,693	316.65%
February, 2022	\$ 142,649	\$ 142,649	\$ 184,069	\$ 184,069	29.04%	\$ 184,069	\$ 47,184	290.11%
March, 2022	\$ 131,827	\$ 131,827	\$ 131,545	\$ 131,545	-0.21%	\$ 131,545	\$ 43,605	201.68%
April, 2022	\$ 113,094	\$ 113,094	\$ 129,422	\$ 129,422	14.44%	\$ 129,422	\$ 37,408	245.97%
May, 2022	\$ 139,141	\$ 139,141	\$ 151,405	\$ 151,405	8.81%	\$ 151,405	\$ 46,024	228.97%
June, 2022	\$ 137,393	\$ 137,393	\$ 152,881	\$ 152,881	11.27%	\$ 152,881	\$ 45,445	236.41%

July, 2022	\$	128,988	\$	145,606	12.88%	\$	145,606	\$	36,435	Item 2.
August, 2022	\$	158,097	\$	144,189	-8.80%	\$	144,189	\$	44,657	222.68%
September, 2022	\$	136,184	\$	153,101	12.42%	\$	153,101	\$	38,467	298.00%
October, 2022	\$	163,644	\$	173,940	6.29%	\$	173,940	\$	46,224	276.30%
November, 2022	\$	161,215	\$	149,464	-7.29%	\$	149,464	\$	45,538	228.22%
December, 2022	\$	151,983	\$	155,275	2.17%	\$	155,275	\$	42,930	261.69%
January, 2023	\$	139,943	\$	177,437	26.79%	\$	177,437	\$	39,529	348.88%
February, 2023	\$	167,778	\$	203,330	21.19%	\$	203,330	\$	47,392	329.04%
March, 2023	\$	153,836	\$	136,599	-11.20%	\$	136,599	\$	45,300	201.54%
April, 2023	\$	132,497	\$	144,849	9.32%	\$	144,849	\$	39,016	271.25%
May, 2023	\$	162,766	\$	172,850	6.20%	\$	172,850	\$	47,930	260.63%
June, 2023	\$	160,545	\$	157,095	-2.15%	\$	157,095	\$	47,276	232.29%
July, 2023	\$	134,433	\$	154,332	14.80%	\$	154,332	\$	38,064	305.46%
August, 2023	\$	163,774	\$	150,182	-8.30%	\$	150,182	\$	46,372	223.87%
September, 2023	\$	141,914	\$	172,612	21.63%	\$	172,612	\$	40,182	329.57%
October, 2023	\$	170,238	\$	173,844	2.12%	\$	173,844	\$	48,202	260.66%
November, 2023	\$	158,320	\$	171,201	8.14%	\$	171,201	\$	44,827	281.91%
December, 2023	\$	157,925	\$	204,440	29.45%	\$	204,440	\$	44,716	357.20%
January, 2024	\$	146,416	\$	224,411	53.27%	\$	224,411	\$	41,457	441.31%
February, 2024	\$	168,769	\$	216,389	28.22%	\$	216,389	\$	49,626	336.04%
March, 2024	\$	159,253	\$	146,156	-8.22%	\$	146,156	\$	47,008	210.92%
April, 2024	\$	137,953	\$	162,914	18.09%	\$	162,914	\$	40,721	300.08%
May, 2024	\$	169,320	\$	187,092	10.50%	\$	187,092	\$	49,980	274.34%
June, 2024	\$	157,246	\$	155,152	-1.33%	\$	155,152	\$	46,416	234.27%
July, 2024	\$	139,787	\$	167,743	20.00%	\$	167,743	\$	39,675	322.79%
August, 2024	\$	169,441	\$	167,789	-0.97%	\$	167,789	\$	48,092	248.90%
September, 2024	\$	147,951	\$	178,797	20.85%	\$	178,797	\$	41,992	325.79%
October, 2024	\$	176,599	\$	172,415	-2.37%	\$	172,415	\$	50,123	243.98%
November, 2024	\$	173,332	\$	162,581	-6.20%	\$	162,581	\$	49,196	230.48%
December, 2024	\$	164,970	\$	183,523	11.25%	\$	183,523	\$	46,823	291.95%
January, 2025	\$	153,872	\$	198,899	29.26%	\$	198,899	\$	43,673	355.43%
February, 2025	\$	182,805	\$	240,592	31.61%	\$	240,592	\$	51,885	363.71%
March, 2025	\$	164,764	\$	150,817	-8.46%	\$	150,817	\$	48,752	209.36%
April, 2025	\$	143,710	\$	156,171	8.67%	\$	156,171	\$	42,522	267.27%
May, 2025	\$	176,028	\$	190,612	8.29%	\$	190,612	\$	52,084	265.97%
June, 2025	\$	172,027	\$	156,898	-8.79%	\$	156,898	\$	50,901	208.24%
July, 2025	\$	140,329	\$	149,889	6.81%	\$	149,889	\$	41,522	260.99%
August, 2025	\$	169,043	\$	157,601	-6.77%	\$	157,601	\$	50,018	215.09%
September, 2025	\$	148,432	\$	187,772	26.50%	\$	187,772	\$	43,919	327.54%
October, 2025	\$	176,120	\$	179,083	1.68%	\$	179,083	\$	52,112	243.65%
November, 2025	\$	172,692	\$	189,632	9.81%	\$	189,632	\$	51,098	271.12%
December, 2025	\$	165,100	\$	244,936	48.36%	\$	244,936	\$	48,851	401.39%
January, 2026	\$	154,705	\$	228,480	47.69%	\$	228,480	\$	45,775	399.13%
February, 2026	\$	183,906	\$	251,240	36.61%	\$	251,240	\$	54,415	361.71%
March, 2026	\$	164,062	\$	157,199	-4.18%	\$	157,199	\$	48,544	223.83%
<b>TOTAL</b>	<b>\$</b>	<b>12,097,374</b>	<b>\$</b>	<b>14,269,501</b>	<b>17.96%</b>	<b>\$</b>	<b>14,269,501</b>	<b>\$</b>	<b>4,897,030</b>	<b>191.39%</b>

## NORMAN FORWARD SALES + USE TAX REVENUE, VS. PROJECTION

## BY FISCAL YEAR

## COMPARED TO 7/2015 PROJECTION

MONTH	BY FISCAL YEAR			COMPARED TO 7/2015 PROJECTION			
	PROJECTED	ACTUAL	% VARIANCE	ACTUAL	PRELIMINARY PROJECTION*	% VARIANCE	
March, 2016	\$ 796,621	\$ 769,029	-3.46%	\$ 769,029	\$ 791,736	-2.87%	
April, 2016	\$ 767,387	\$ 811,144	5.70%	\$ 811,144	\$ 762,681	6.35%	
May, 2016	\$ 828,584	\$ 845,058	1.99%	\$ 845,058	\$ 823,502	2.62%	
June, 2016	\$ 853,652	\$ 769,012	-9.92%	\$ 769,012	\$ 848,417	-9.36%	
July, 2016	\$ 803,620	\$ 797,042	-0.82%	\$ 797,042	\$ 791,491	0.70%	
August, 2016	\$ 847,769	\$ 795,935	-6.11%	\$ 795,935	\$ 832,196	-4.36%	
September, 2016	\$ 820,478	\$ 802,028	-2.25%	\$ 802,028	\$ 807,176	-0.64%	
October, 2016	\$ 899,388	\$ 849,859	-5.51%	\$ 849,859	\$ 880,818	-3.51%	
November, 2016	\$ 839,374	\$ 808,586	-3.67%	\$ 808,586	\$ 819,446	-1.33%	
December, 2016	\$ 821,652	\$ 777,356	-5.39%	\$ 777,356	\$ 804,184	-3.34%	
January, 2017	\$ 860,080	\$ 840,214	-2.31%	\$ 840,214	\$ 848,538	-0.98%	
February, 2017	\$ 1,020,715	\$ 855,845	-16.15%	\$ 855,845	\$ 1,005,704	-14.90%	
March, 2017	\$ 810,262	\$ 716,716	-11.55%	\$ 716,716	\$ 825,384	-13.17%	
April, 2017	\$ 776,091	\$ 800,729	3.17%	\$ 800,729	\$ 795,095	0.71%	
May, 2017	\$ 842,626	\$ 803,651	-4.63%	\$ 803,651	\$ 858,501	-6.39%	
June, 2017	\$ 867,045	\$ 789,680	-8.92%	\$ 789,680	\$ 884,474	-10.72%	
July, 2017	\$ 795,809	\$ 814,337	2.33%	\$ 814,337	\$ 824,212	-1.20%	
August, 2017	\$ 842,790	\$ 783,821	-7.00%	\$ 783,821	\$ 890,467	-11.98%	
September, 2017	\$ 825,785	\$ 802,051	-2.87%	\$ 802,051	\$ 879,340	-8.79%	
October, 2017	\$ 890,418	\$ 855,719	-3.90%	\$ 855,719	\$ 942,658	-9.22%	
November, 2017	\$ 831,588	\$ 807,462	-2.90%	\$ 807,462	\$ 877,300	-7.96%	
December, 2017	\$ 814,349	\$ 751,136	-7.76%	\$ 751,136	\$ 861,572	-12.82%	
January, 2018	\$ 852,650	\$ 896,192	5.11%	\$ 896,192	\$ 910,173	-1.54%	
February, 2018	\$ 1,003,553	\$ 852,494	-15.05%	\$ 852,494	\$ 1,069,288	-20.27%	
March, 2018	\$ 800,433	\$ 778,199	-2.78%	\$ 778,199	\$ 884,031	-11.97%	
April, 2018	\$ 770,950	\$ 783,995	1.69%	\$ 783,995	\$ 852,618	-8.05%	
May, 2018	\$ 834,754	\$ 861,452	3.20%	\$ 861,452	\$ 922,001	-6.57%	
June, 2018	\$ 855,498	\$ 825,212	-3.54%	\$ 825,212	\$ 945,137	-12.69%	
July, 2018	\$ 777,871	\$ 838,838	7.84%	\$ 838,838	\$ 880,534	-4.74%	
August, 2018	\$ 825,587	\$ 836,755	1.35%	\$ 836,755	\$ 930,753	-10.10%	
September, 2018	\$ 795,860	\$ 822,718	3.37%	\$ 822,718	\$ 900,350	-8.62%	
October, 2018	\$ 871,985	\$ 890,548	2.13%	\$ 890,548	\$ 983,929	-9.49%	
November, 2018	\$ 815,036	\$ 835,101	2.46%	\$ 835,101	\$ 918,136	-9.04%	
December, 2018	\$ 797,437	\$ 826,921	3.70%	\$ 826,921	\$ 899,610	-8.08%	
January, 2019	\$ 833,678	\$ 943,483	13.17%	\$ 943,483	\$ 944,312	-0.09%	
February, 2019	\$ 980,644	\$ 893,570	-8.88%	\$ 893,570	\$ 1,110,241	-19.52%	
March, 2019	\$ 784,579	\$ 758,532	-3.32%	\$ 758,532	\$ 921,652	-17.70%	
April, 2019	\$ 754,306	\$ 832,663	10.39%	\$ 832,663	\$ 889,005	-6.34%	
May, 2019	\$ 818,242	\$ 839,510	2.60%	\$ 839,510	\$ 961,316	-12.67%	
June, 2019	\$ 837,830	\$ 878,142	4.81%	\$ 878,142	\$ 985,113	-10.86%	
July, 2019	\$ 809,510	\$ 846,446	4.56%	\$ 846,446	\$ 919,234	-7.92%	
August, 2019	\$ 857,673	\$ 834,413	-2.71%	\$ 834,413	\$ 970,045	-13.98%	
September, 2019	\$ 827,316	\$ 869,078	5.05%	\$ 869,078	\$ 938,654	-7.41%	
October, 2019	\$ 906,074	\$ 930,673	2.71%	\$ 930,673	\$ 1,025,491	-9.25%	
November, 2019	\$ 846,902	\$ 878,957	3.78%	\$ 878,957	\$ 957,084	-8.16%	
December, 2019	\$ 828,918	\$ 895,825	8.07%	\$ 895,825	\$ 937,927	-4.49%	
January, 2020	\$ 868,733	\$ 939,447	8.14%	\$ 939,447	\$ 986,751	-4.79%	
February, 2020	\$ 1,016,423	\$ 944,260	-7.10%	\$ 944,260	\$ 1,153,876	-18.17%	
March, 2020	\$ 814,129	\$ 793,842	-2.49%	\$ 793,842	\$ 959,253	-17.24%	
April, 2020	\$ 785,425	\$ 825,749	5.13%	\$ 825,749	\$ 928,475	-11.06%	
May, 2020	\$ 850,284	\$ 798,842	-6.05%	\$ 798,842	\$ 1,001,987	-20.27%	
June, 2020	\$ 871,128	\$ 769,641	-11.65%	\$ 769,641	\$ 1,027,469	-25.09%	
July, 2020	\$ 854,217	\$ 916,834	7.33%	\$ 916,834	\$ 959,349	-4.43%	
August, 2020	\$ 894,819	\$ 962,190	7.53%	\$ 962,190	\$ 1,010,706	-4.80%	

September, 2020	\$	874,213	\$	891,932	2.03%	\$	891,932	\$	979,720	-8.96%
October, 2020	\$	960,243	\$	941,516	-1.95%	\$	941,516	\$	1,069,791	-11.99%
November, 2020	\$	899,663	\$	891,495	-0.91%	\$	891,495	\$	998,743	-10.74%
December, 2020	\$	879,903	\$	928,333	5.50%	\$	928,333	\$	979,740	-5.25%
January, 2021	\$	917,206	\$	1,008,139	9.91%	\$	1,008,139	\$	1,030,659	-2.19%
February, 2021	\$	1,070,248	\$	1,019,403	-4.75%	\$	1,019,403	\$	1,200,270	-15.07%
March, 2021	\$	863,410	\$	910,587	5.46%	\$	910,587	\$	999,451	-8.89%
April, 2021	\$	830,642	\$	831,967	0.16%	\$	831,967	\$	969,102	-14.15%
May, 2021	\$	900,977	\$	1,079,167	19.78%	\$	1,079,167	\$	1,042,714	3.50%
June, 2021	\$	920,717	\$	1,065,538	15.73%	\$	1,065,538	\$	1,067,605	-0.19%
July, 2021	\$	895,069	\$	1,095,689	22.41%	\$	1,095,689	\$	1,000,121	9.56%
August, 2021	\$	957,588	\$	1,132,798	18.30%	\$	1,132,798	\$	1,053,661	7.51%
September, 2021	\$	917,223	\$	1,136,893	23.95%	\$	1,136,893	\$	1,021,359	11.31%
October, 2021	\$	1,010,759	\$	1,210,135	19.73%	\$	1,210,135	\$	1,115,135	8.52%
November, 2021	\$	948,691	\$	1,119,456	18.00%	\$	1,119,456	\$	1,040,965	7.54%
December, 2021	\$	920,518	\$	1,130,760	22.84%	\$	1,130,760	\$	1,013,343	11.59%
January, 2022	\$	998,331	\$	1,230,271	23.23%	\$	1,230,271	\$	1,102,008	11.64%
February, 2022	\$	980,297	\$	1,213,946	23.83%	\$	1,213,946	\$	1,165,061	4.20%
March, 2022	\$	928,933	\$	970,697	4.50%	\$	970,697	\$	1,065,470	-8.89%
April, 2022	\$	871,896	\$	1,060,932	21.68%	\$	1,060,932	\$	1,010,169	5.03%
May, 2022	\$	951,313	\$	1,178,672	23.90%	\$	1,178,672	\$	1,087,204	8.41%
June, 2022	\$	969,995	\$	1,214,394	25.20%	\$	1,214,394	\$	1,112,816	9.13%
July, 2022	\$	1,114,906	\$	1,109,525	-0.48%	\$	1,109,525	\$	1,042,609	6.42%
August, 2022	\$	1,190,415	\$	1,124,616	-5.53%	\$	1,124,616	\$	1,098,185	2.41%
September, 2022	\$	1,141,663	\$	1,191,139	4.33%	\$	1,191,139	\$	1,064,605	11.89%
October, 2022	\$	1,257,369	\$	1,230,985	-2.10%	\$	1,230,985	\$	1,162,421	5.90%
November, 2022	\$	1,179,941	\$	1,200,891	1.78%	\$	1,200,891	\$	1,085,194	10.66%
December, 2022	\$	1,153,281	\$	1,142,424	-0.94%	\$	1,142,424	\$	1,064,801	7.29%
January, 2023	\$	1,199,521	\$	1,224,668	2.10%	\$	1,224,668	\$	1,120,877	9.26%
February, 2023	\$	1,400,169	\$	1,233,845	-11.88%	\$	1,233,845	\$	1,305,103	-5.46%
March, 2023	\$	1,131,862	\$	1,023,557	-9.57%	\$	1,023,557	\$	1,129,142	-9.35%
April, 2023	\$	1,085,674	\$	1,139,923	5.00%	\$	1,139,923	\$	1,053,120	8.24%
May, 2023	\$	1,183,002	\$	1,202,926	1.68%	\$	1,202,926	\$	1,133,378	6.14%
June, 2023	\$	1,206,427	\$	1,118,082	-7.32%	\$	1,118,082	\$	1,160,010	-3.61%
July, 2023	\$	1,140,303	\$	1,174,791	3.02%	\$	1,174,791	\$	1,087,237	8.05%
August, 2023	\$	1,216,277	\$	1,107,621	-8.93%	\$	1,107,621	\$	1,144,194	-3.20%
September, 2023	\$	1,169,090	\$	1,147,697	-1.83%	\$	1,147,697	\$	1,111,586	3.25%
October, 2023	\$	1,285,798	\$	1,230,111	-4.33%	\$	1,230,111	\$	1,211,796	1.51%
November, 2023	\$	1,199,021	\$	1,202,333	0.28%	\$	1,202,333	\$	1,130,339	6.37%
December, 2023	\$	1,179,688	\$	1,200,048	1.73%	\$	1,200,048	\$	1,110,474	8.07%
January, 2024	\$	1,227,714	\$	1,290,272	5.10%	\$	1,290,272	\$	1,169,314	10.34%
February, 2024	\$	1,421,828	\$	1,230,603	-13.45%	\$	1,230,603	\$	1,356,639	-9.29%
March, 2024	\$	1,155,375	\$	1,040,369	-9.95%	\$	1,040,369	\$	1,130,179	-7.95%
April, 2024	\$	1,111,968	\$	1,160,538	4.37%	\$	1,160,538	\$	1,099,854	5.52%
May, 2024	\$	1,210,985	\$	1,193,478	-1.45%	\$	1,193,478	\$	1,182,674	0.91%
June, 2024	\$	1,222,786	\$	1,140,776	-6.71%	\$	1,140,776	\$	1,205,071	-5.34%
July, 2024	\$	1,167,445	\$	1,160,422	-0.60%	\$	1,160,422	\$	1,135,227	2.22%
August, 2024	\$	1,242,038	\$	1,112,586	-10.42%	\$	1,112,586	\$	1,191,552	-6.63%
September, 2024	\$	1,195,734	\$	1,151,445	-3.70%	\$	1,151,445	\$	1,158,999	-0.65%
October, 2024	\$	1,314,473	\$	1,245,597	-5.24%	\$	1,245,597	\$	1,263,173	-1.39%
November, 2024	\$	1,235,971	\$	1,129,494	-8.61%	\$	1,129,494	\$	1,182,040	-4.45%
December, 2024	\$	1,207,861	\$	1,213,077	0.43%	\$	1,213,077	\$	1,158,614	4.70%
January, 2025	\$	1,257,829	\$	1,297,130	3.12%	\$	1,297,130	\$	1,172,586	10.62%
February, 2025	\$	1,456,711	\$	1,196,531	-17.86%	\$	1,196,531	\$	1,333,367	-10.26%
March, 2025	\$	1,179,613	\$	1,030,912	-12.61%	\$	1,030,912	\$	1,176,629	-12.38%
April, 2025	\$	1,139,054	\$	1,118,635	-1.79%	\$	1,118,635	\$	1,148,722	-2.62%
May, 2025	\$	1,239,021	\$	1,159,364	-6.43%	\$	1,159,364	\$	1,233,468	-6.01%
June, 2025	\$	1,258,311	\$	1,159,690	-7.84%	\$	1,159,690	\$	1,258,169	-7.83%
July, 2025	\$	1,169,221	\$	1,095,324	-6.32%	\$	1,095,324	\$	1,185,007	-7.57%
August, 2025	\$	1,240,716	\$	1,149,346	-7.36%	\$	1,149,346	\$	1,241,048	-7.39%
September, 2025	\$	1,196,518	\$	1,174,844	-1.81%	\$	1,174,844	\$	1,208,735	-2.80%
October, 2025	\$	1,314,733	\$	1,240,640	-5.64%	\$	1,240,640	\$	1,211,388	2.41%
November, 2025	\$	1,235,164	\$	1,191,957	-3.50%	\$	1,191,957	\$	1,231,901	-3.24%
December, 2025	\$	1,209,782	\$	1,266,299	4.67%	\$	1,266,299	\$	1,209,884	4.66%
January, 2026	\$	1,260,761	\$	1,305,571	3.55%	\$	1,305,571	\$	1,275,018	2.40%
February, 2026	\$	1,452,684	\$	1,337,330	-7.94%	\$	1,337,330	\$	1,464,503	-8.68%
March, 2026	\$	1,177,700	\$	1,040,708	-11.63%	\$	1,040,708	\$	1,175,076	-11.43%
<b>TOTAL</b>	<b>\$</b>	<b>120,902,766</b>	<b>\$</b>	<b>121,147,771</b>	<b>0.20%</b>	<b>\$</b>	<b>121,147,771</b>	<b>\$</b>	<b>125,438,404</b>	<b>-3.42%</b>

**Professional Services/Consultant (51110111-44002/44003)**

	<u>Budget</u>	<u>Budget</u>	<u>Revised Budget</u>
Total Current Budget	2,625,649.20	1,747,655.00	3,718,208.14
Total			(3,625,499.39)
Balance			92,708.75

**NFB001 Griffin Park Soccer Complex**

	<u>Budget</u>	<u>Budget</u>	<u>Revised Budget</u>
Total Current Budget	12,979,113.00	11,000,000.00	12,979,113.00
Total			(12,924,936.53)
Balance			54,176.47

**NFP102 Griffin Park Regrading (Paygo)**

	<u>Budget</u>	<u>Budget</u>	<u>Revised Budget</u>
Total Current Budget	217,416.00	217,416.00	217,416.00
Total			(217,416.00)
Balance			-

**NFB002 Indoor Aquatics Facility**

	<u>Budget</u>	<u>Budget</u>	<u>Revised Budget</u>
Total Current Budget	15,341,218.36	14,000,000.00	15,341,218.36
Total			(15,296,392.27)
Balance			44,826.09

**NFB003 Indoor Sports Facility**

	<u>Budget</u>	<u>Budget</u>	<u>Revised Budget</u>
Total Current Budget	12,082,670.00	8,500,000.00	12,082,670.00
Total			(12,082,670.00)
Balance			-

**NFP110 Young Family Athletic Center Pay-Go**

	<u>Budget</u>	<u>Budget</u>	<u>Revised Budget</u>
Total Current Budget	23,060,873.00	1,200,000.00	23,045,078.00
Total			(21,145,430.83)
Balance			1,899,647.17

**NFB005 Community Sports Park Development**

	<u>Budget</u>	<u>Budget</u>	<u>Revised Budget</u>
Total Current Budget	2,522,750.00	2,522,750.00	2,522,750.00
Total			(2,467,945.76)
Balance			54,804.24

**NFB006 Reaves Park Baseball Complex**

	<u>Budget</u>	<u>Budget</u>	<u>Revised Budget</u>
Total Current Budget	10,031,591.00	10,000,000.00	10,000,000.00
Total			(9,992,156.32)
Balance			7,843.68

**NFB007 Westwood Tennis Center Addition**

	<u>Budget</u>	<u>Budget</u>	<u>Revised Budget</u>
Total Current Budget	1,801,278.00	1,000,000.00	1,801,278.00
Total			(1,801,276.84)
Balance			1.16

**NFB008 James Garner/Acres Intersection**

	<u>Budget</u>	<u>Budget</u>	<u>Revised Budget</u>
Total Current Budget	2,951,396.00	2,700,000.00	2,951,393.00
Total			(2,951,393.47)
Balance			(0.47)

<b>NFP109 James Garner: Flood-Acres</b>			
	<b>Budget</b>	<b>Budget</b>	<b>Revised Budget</b>
Total Current Budget	<u>3,199,889.00</u>	6,000,000.00	3,199,889.00
Total			<u>(2,905,289.94)</u>
Balance			<u>294,599.06</u>
<b>NFB016 Library - New Central Branch</b>			
	<b>Budget</b>	<b>Budget</b>	<b>Revised Budget</b>
Total Current Budget	<u>35,010,263.25</u>	39,000,000.00	35,014,495.00
Total			<u>(35,010,261.38)</u>
Balance			<u>4,233.62</u>
<b>NFB017 Library - New East Branch</b>			
	<b>Budget</b>	<b>Budget</b>	<b>Revised Budget</b>
Total Current Budget	<u>4,794,306.75</u>	5,100,000.00	5,100,000.00
Total			<u>(4,794,304.38)</u>
Balance			<u>305,695.62</u>
<b>NFB018 Westwood Swim Complex Replacement</b>			
	<b>Budget</b>	<b>Budget</b>	<b>Revised Budget</b>
Total Current Budget	<u>11,763,802.00</u>	12,000,000.00	12,000,000.00
Total			<u>(11,763,799.65)</u>
Balance			<u>236,200.35</u>
<b>NFB019 Andrews Park Development</b>			
	<b>Budget</b>	<b>Budget</b>	<b>Revised Budget</b>
Total Current Budget	<u>1,499,099.00</u>	1,500,000.00	1,499,099.00
Total			<u>(1,493,250.75)</u>
Balance			<u>5,848.25</u>
<b>NFP120 Traffic &amp; Road Improvements</b>			
	<b>Budget</b>	<b>Budget</b>	<b>Revised Budget</b>
Total Current Budget	<u>947,131.34</u>	500,000.00	947,131.34
Total			<u>(947,131.34)</u>
Balance			<u>-</u>
<b>NFP100 Public Arts Projects (Paygo)</b>			
	<b>Budget</b>	<b>Budget</b>	<b>Revised Budget</b>
Total Current Budget	<u>1,143,192.11</u>	1,200,000.00	1,143,192.11
Total			<u>(1,122,191.29)</u>
Balance			<u>21,000.82</u>
<b>NFP101 Neighborhood Park Improvement (Paygo)</b>			

	<u>Budget</u>	Budget	Revised Budget	
Total Current Budget	<u>4,037,739.25</u>	6,500,000.00	4,037,739.25	
Total				<u>(2,861,407.05)</u>
Balance				<u>1,176,332.20</u>

**NFP103 Griffin Park Land Lease/Purchase (Paygo)**

	<u>Budget</u>	Budget	Revised Budget	
Total Current Budget	<u>3,386,811.49</u>	10,000,000.00	3,386,811.49	
Total				<u>(3,306,811.48)</u>
Balance				<u>80,000.01</u>

**NFP104 New Neighborhood Park Dev (Paygo)**

	<u>Budget</u>	Budget	Revised Budget	
Total Current Budget	<u>1,640,000.00</u>	2,000,000.00	1,640,000.00	
Total				<u>(1,139,290.31)</u>
Balance				<u>500,709.69</u>

**NFP105 Ruby Grant Park Developmt (Paygo)**

	<u>Budget</u>	Budget	Revised Budget	
Total Current Budget	<u>6,166,926.57</u>	6,150,000.00	6,150,000.00	
Total				<u>(6,146,426.19)</u>
Balance				<u>3,573.81</u>

**NFP106 Saxon Park Development (Paygo)**

	<u>Budget</u>	Budget	Revised Budget	
Total Current Budget	<u>1,288,317.00</u>	2,000,000.00	1,288,317.00	
Total				<u>(128,492.62)</u>
Balance				<u>1,159,824.38</u>

**NFP107 New Trail Dev-Legacy System (Paygo)**

	<u>Budget</u>	Budget	Revised Budget	
Total Current Budget	<u>429,459.00</u>	2,000,000.00	429,459.00	
Total				<u>(429,459.00)</u>
Balance				<u>-</u>

**NFP108 Senior Citizens Center (Paygo)**

	<u>Budget</u>	Budget	Revised Budget	
Total Current Budget	<u>1,081,075.28</u>	-	1,081,076.00	
Total				<u>(1,081,075.28)</u>
Balance				<u>0.72</u>

**NFP111 Senior Citizens Center (Paygo)**

	<u>Budget</u>	Budget	Revised Budget	
Total Current Budget	<u>13,115,240.68</u>	-	13,115,240.68	
Total				<u>(13,073,941.82)</u>
Balance				<u>41,298.86</u>

**NFP112 Flood Ave Multimodal Path Norm/Fwrd**

	<u>Budget</u>	Budget	Revised Budget	
Total Current Budget	<u>1,082,224.00</u>	-	1,082,224.00	
Total				<u>(1,082,224.00)</u>
Balance				<u>-</u>

**NORMAN FORWARD  
FINAL PROJECT COST COMPARISON**

<b>PROJECT</b>	<b>Original Budget</b>	<b>Revised Budget</b>	<b>Actual Cost</b>	<b>Variance: Original Budget</b>	<b>Variance: Revised Budget</b>
Westwood Tennis Center	\$ 1,000,000	\$ 1,801,278	\$ 1,801,277	\$ (801,277)	\$ 1.16
James Garner: Flood to Acres	\$ 8,700,000	\$ 6,151,282	\$ 5,856,683	\$ 2,843,317	\$ 294,598.59
Central Branch Library	\$ 39,000,000	\$ 35,014,495	\$ 35,010,261	\$ 3,989,739	\$ 4,233.62
East Branch Library	\$ 5,100,000	\$ 5,100,000	\$ 4,794,304	\$ 305,696	\$ 305,695.62
Westwood Swim Complex	\$ 12,000,000	\$ 12,000,000	\$ 11,763,800	\$ 236,200	\$ 236,200.35
Andrews Park	\$ 1,500,000	\$ 1,499,099	\$ 1,493,251	\$ 6,749	\$ 5,848.25
Griffin Park Soccer Complex (Phase 1)*	\$ 11,000,000	\$ 13,196,529	\$ 13,142,353	\$ (2,142,353)	\$ 54,176.46
Griffin Park Land Purchase	\$ 10,000,000	\$ 3,386,811	\$ 3,306,811	\$ 6,693,189	\$ 80,000.01
Ruby Grant Park (Phase 1)	\$ 6,150,000	\$ 6,150,000	\$ 6,146,426	\$ 3,574	\$ 3,573.81
Professional Services (ADG)	\$ 1,747,655	\$ 3,718,208	\$ 3,625,499	\$ (1,877,844)	\$ 92,708.75
Community Sports Park (Phase 1)	\$ 2,500,000	\$ 2,522,750	\$ 2,467,946	\$ 32,054	\$ 54,804.24
Reaves Park Complex (Phase 1)	\$ 10,000,000	\$ 10,000,000	\$ 9,992,156	\$ 7,844	\$ 7,843.68
Senior (AWE) Center		\$ 14,196,317	\$ 14,154,421	\$ (14,154,421)	\$ 41,895.28
Young Family Athletic Center (Phase 1)*	\$ 22,500,000	\$ 50,468,966	\$ 48,524,493	\$ (26,024,493)	\$ 1,944,473.53
Public Art Installations*	\$ 1,200,000	\$ 1,143,192	\$ 1,122,191	\$ 77,809	\$ 21,000.82
Saxon Park Development	\$ 2,000,000	\$ 1,288,317	\$ 128,492	\$ 1,871,508	\$ 1,159,825.00
Flood Avenue Multi-Modal Path (Trail)	\$ 1,082,224	\$ 1,082,224	\$ 1,082,224	\$ -	\$ -

**\*NEAR FINAL**

**File Attachments for Item:**

32. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-91: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$113,932 FROM THE NORMAN FORWARD FUND BALANCE, TO THE FOLLOWING NORMAN FORWARD MASTER PLANS: \$22,750 TO THE MULTI-SPORTS PARK PROJECT, \$20,500 TO THE RUBY GRANT PARK PROJECT, \$7,500 TO THE GRIFFIN PARK PROJECT, \$31,591 TO THE REAVES PARK PROJECT, \$15,795.50 TO THE YOUNG FAMILY ATHLETIC CENTER (YFAC) PROJECT, AND \$15,795.50 TO THE ADULT WELLNESS AND EDUCATION CENTER (AWE) PROJECT.



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 01/13/2026

**REQUESTER:** Jason Olsen, Director of Parks and Recreation

**PRESENTER:** Jason Olsen, Director of Parks and Recreation

**ITEM TITLE:** CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-91: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$113,932 FROM THE NORMAN FORWARD FUND BALANCE, TO THE FOLLOWING NORMAN FORWARD MASTER PLANS: \$22,750 TO THE MULTI-SPORTS PARK PROJECT, \$20,500 TO THE RUBY GRANT PARK PROJECT, \$7,500 TO THE GRIFFIN PARK PROJECT, \$31,591 TO THE REAVES PARK PROJECT, \$15,795.50 TO THE YOUNG FAMILY ATHLETIC CENTER (YFAC) PROJECT, AND \$15,795.50 TO THE ADULT WELLNESS AND EDUCATION CENTER (AWE) PROJECT.

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### BACKGROUND:

In October 2015, Norman residents approved the Norman Forward initiative, which would fund various projects through a 0.5% sales tax increase over a 15-year period. The Norman Forward initiative included numerous Quality of Life projects, including, but not limited to, Westwood Park aquatics and tennis, Adult Wellness Center, Young Family Athletic Center, as well as Griffin, Reaves, Ruby Grant, and Saxon Parks.

These projects began with collaboration between City staff and community stakeholders, as well as design teams, to develop Master Plans for each of the Norman Forward projects. Master Plans are formal design planning documents adopted by the City Council to provide a comprehensive plan for a specific project, enabling architects and engineers to design and estimate costs for that particular project. This was done as part of the Norman Forward initiative for Ruby Grant, Reaves, Griffin, and Saxon Parks.

### DISCUSSION:

The majority of the larger cost projects in Norman Forward are complete; however, only a portion of each of those projects has been completed according to the individual Master Plans. Staff would like to update the Master Plans for Griffin, Reaves, and Ruby Grant Parks. In addition to

updating those Master Plans, the staff also requests that formal plans be developed for both the Adult Wellness Center and the Young Family Athletic Center.

This item would also provide funding for a new Master Plan for the Multi-Sports Community Park, an approved project in Norman Forward that had to be reimagined due to estimated project costs far exceeding the project budget. The Multi-Sports Community Park project was an independent sports-based park that would have been the new home to Adult Softball, Youth Football, and Youth Flag Football.

Staff also requested a proposal for updating the Saxon Park Master Plan, but with overwhelming community feedback on preserving Saxon Park's natural state, staff do not currently feel it is necessary to proceed with updates to the Saxon Park master plan.

These Master Plan updates are necessary to enable staff to collaborate with the current user groups and stakeholders at each project site. Many of the Master Plans are 10 years or older, with entirely new board members comprising the user groups at the youth sports organizations. In addition to gathering input from park users, up-to-date cost estimations for the remaining portions of the Master Plans are needed so that staff can appropriately plan for future Norman Forward or Bond initiatives.

All the plan updates would be developed in collaboration with the original design firms that worked on the Norman Forward Master Plans and projects. Additionally, work on the updated plans will include a kickoff meeting with staff, a meeting with park stakeholders and program operators, followed by public meetings to adopt the updated version of the Master Plans.

The request for funding to update the Master Plans would need to come from the Norman Forward Fund Balance. The total request would be \$113,932 from the Norman Forward Fund Balance (51-29000), and this amount would be allocated to the following projects.

- Multi-Sports Park project - NFB005 (51794442-46201) - \$22,750 (Wallace Design)
- Ruby Grant Park project - NFP105 (51793325-46201) - \$20,500 (Wallace Design)
- Griffin Park project - NFB001 (51796639-46201) - \$7,500 (Planning Design Group)
- Reaves Park project - NFB006 (51792205-46201) - \$31,591 (Halff)
- YFAC project - NFP110 (51790601-46201) – \$15,795 (FSB)
- AWE project - NFP111 (51793365-46201) - \$15,795 (FSB)

If funding is approved, all contracts are under \$50,000, which would enable the City Manager to sign and execute contracts.

**RECOMMENDATION:**

It is recommended that the City Council adopt Resolution R-2526-91 appropriating funding as outlined in the staff report.

# Resolution

R-2526-91

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$113,932 FROM THE NORMAN FORWARD FUND BALANCE, TO THE FOLLOWING NORMAN FORWARD MASTER PLANS: \$22,750 TO THE MULTI-SPORTS PARK PROJECT, \$20,500 TO THE RUBY GRANT PARK PROJECT, \$7,500 TO THE GRIFFIN PARK PROJECT, \$31,591 TO THE REAVES PARK PROJECT, \$15,795.50 TO THE YOUNG FAMILY ATHLETIC CENTER (YFAC) PROJECT, AND \$15,795.50 TO THE ADULT WELLNESS AND EDUCATION CENTER (AWE) PROJECT.

- § 1. WHEREAS, in October 2015, Norman residents approved the Norman Forward initiative, which would fund various projects through a 0.5% sales tax increase over 15 years; and
- § 2. WHEREAS, as part of the Norman Forward initiative for Ruby Grant, Reaves, Griffin, and Saxon Parks, collaboration began with City staff, community stakeholders, and design teams to develop Master Plans for the Norman Forward projects, which provide a comprehensive plan that enables architects and engineers to design and estimate costs for that particular project; and
- § 3. WHEREAS, while the majority of higher-cost Norman Forward projects have been completed, many remain only partially built according to their Master Plans, prompting staff to update the Master Plans for the above mentioned parks; develop formal plans for the AWE; and initiate a new Master Plan for the Multi-Sports Community Park project that must be reimagined due to excessive projected costs, while determining that updates to the Saxon Park Master plan are currently unnecessary due to strong community support for preserving its natural state; and
- § 4. WHEREAS, many existing Master Plans are over ten years old and require updates to reflect current user groups, stakeholder input, and accurate cost estimates to support future Norman Forward or bond initiatives, with all updates to be developed in collaboration with the original design firms, include stakeholder and public meetings, and be funded in the amount of \$113,932 from the Norman Forward Fund Balance (51-29000).



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

§ 5. THAT That the following transfer of funds be approved for the reasons as stated above.

<u>Losing Account</u>	<u>Gaining Account</u>	<u>Amount</u>
General Reimbursements-Refunds Account (109-364251)	Multi-Sports Park project - NFB005 (51794442-46201)	\$22,750
	Ruby Grant Park project - NFP105 (51793325-46201)	\$20,500
	Griffin Park project - NFB001 (51796639-46201)	\$7,500
	Reaves Park project - NFB006 (51792205-46201)	\$31,591
	YFAC project - NFP110 (51790601-46201)	\$15,795.50
	AWE project - NFP111 (51793365-46201)	\$15,795.50
Total		\$113,932

PASSED AND APPROVED this 13<sup>th</sup> day of January, 2026.

\_\_\_\_\_  
Mayor, Stephen T. Holman

ATTEST:

\_\_\_\_\_  
City Clerk

June 10<sup>th</sup>, 2025

Mr. Jason Olsen  
Parks and Recreation Director  
City of Norman  
201 W. Gray St.  
Norman, OK, 73069

**Re: Norman Forward 2 – Stakeholder Engagement Package**

Dear Mr. Olsen:

Frankfurt-Short-Bruza Associates, P.C. (FSB) is pleased to provide this proposal for architectural and services for the development and compilation of the Norman Forward 2 – Stakeholder Engagement Package in Norman, Oklahoma. Please note that the fees provided are based on the outlined scope provided herein. Fees will need to be discussed further if the scope and/or differ significantly from the information received to date.

## I. INTRODUCTION

This proposal outlines architectural services for the preparation of a Stakeholder Engagement Package to support the Norman Forward 2 initiative. The package will be used to publicize and gain consensus for several facility additions that enhance the recreational, wellness, and athletic offerings of the City of Norman.

This scope is focused on conceptual design and visualization services to communicate the project's value to stakeholders and the public.

## II. PROJECT UNDERSTANDING

### A. 50-Meter Pool Addition at YFAC

- Olympic-size pool with competition lanes
- Spectator seating areas
- Operational support areas only (no new locker rooms)
- Integration into existing aquatic programming and infrastructure

### B. Standalone Weight Room Facility at YFAC

- Independent building on the YFAC site
- Layout for cardio, strength, and multipurpose fitness
- Use of existing facility locker/changing amenities (no new locker rooms)
- Exterior design consistent with the campus aesthetic

### C. Basketball Court Addition & Viewing Area at YFAC

- Two new full-size basketball courts
- A second-floor mezzanine viewing area connecting new and existing courts
- Support spaces and circulation improvements
- Enhanced connectivity and spectator experience

#### D. Gymnasium Addition at Adult Wellness Center

- One full-size multisport gymnasium to accommodate basketball, volleyball, and other adult wellness programming
- Location and orientation based on previously submitted Norman Forward plans
- Integration into existing Adult Wellness Center access, systems, and design language

### III. SCOPE OF ARCHITECTURAL SERVICES

Our team will provide concept-level architectural services tailored for communication and stakeholder engagement purposes. Specific tasks include:

#### 1. Site & Context Review

- Evaluation of YFAC and Adult Wellness Center sites
- Review of previously submitted Norman Forward plans for continuity
- Coordination of building placement, access, and shared infrastructure

#### 2. Concept Design Development

- Conceptual site plans and floor plans for all proposed additions
- Multi-facility planning to ensure cohesive development and experience

#### 3. Stakeholder Engagement Package

A coordinated and professionally produced engagement package including:

- Illustrative site plans/rendered floor plans for each facility
- Design narrative and program description
- Community benefit overview (health, equity, youth/adult wellness)
- Board(s) and presentation materials for public meetings, council sessions, and media use

#### 4. Stakeholder Meeting Support

- Up to three (3) stakeholder or public engagement sessions
- Presentation of design work and intent
- Collection of input for refinement
- Participation by lead architect and design team representatives

### IV. DELIVERABLES

- Stakeholder Engagement Package (PDF + print-ready formats)
- Illustrative site plans and rendered floor plans for: (2 sites)
  - YFAC pool
  - Standalone weight facility
  - YFAC basketball courts & viewing area
  - Adult Wellness Center gymnasium
- Presentation decks and talking point summary
- Printed display boards (if requested)

## V. PROJECT TIMELINE

<b>Phase</b>	<b>Duration</b>
Site Analysis & Review	2 weeks
Concept Design Development	3 weeks
Engagement Package Finalization	2 weeks
Stakeholder Presentations	Ongoing as scheduled

**Total Duration: 7–8 weeks**

## VI. FEE PROPOSAL

We propose a fixed fee of \$31,591.00 for the services outlined herein. This includes all concept design, visualization, engagement materials, and meeting support.

Additional services such as schematic design, engineering coordination, cost estimating, or permitting will be considered out of scope and may be contracted separately.

## VII. CLOSING STATEMENT

We are excited to continue supporting the vision of Norman Forward 2 with this multi-facility engagement effort. These proposed enhancements to YFAC and the Adult Wellness Center will provide inclusive, modern spaces that foster health, recreation, and lifelong wellness for the Norman community. Our team is committed to delivering a compelling design and communication package that inspires and unites stakeholders around this transformational opportunity.

Sincerely,

FRANKFURT-SHORT-BRUZA ASSOCIATES, P.C.



Ryan Dawson, AIA, NCARB, MBA  
Principal

# Professional Fee Proposal

	Project Manager	Architect, Senior	Architect Designer	TOTALS
<b>SECTION 1: Young Family Athletic Center (YFAC): 50-Meter Pool Addition</b>				
1.01 Project Management / Administration	2.00	-	-	2
1.02 Concept Development ( Program Description)	-	4.00	16.00	20
1.03 Concept Refinement (Design Narrative)	-	2.00	8.00	10
1.04 Code / Material Research (Utility Conflicts/Future Planning)	-	2.00	8.00	10
1.05 Submit Documentation (Illustrative Site/Floor Plan)	1.00	1.00	1.00	3
Subtotal Hours:	3.00	9.00	33.00	45
Subtotal Labor:	\$501	\$1,728	\$3,960	\$6,189
<b>SECTION 1 TOTAL:</b>				<b>\$6,189</b>
<b>SECTION 2: Young Family Athletic Center (YFAC): Standalone Weight Room Facility</b>				
2.01 Graphic Production (Reference Previous Package 09.09.24) Illustrative Site/Floor Plan	1.00	2.00	8.00	11
Subtotal Hours:	1	2	8	11
Subtotal Labor:	\$167	\$384	\$960	\$1,511
<b>SECTION 2 TOTAL:</b>				<b>\$1,511</b>
<b>SECTION 3: Young Family Athletic Center (YFAC): Basketball Court Addition and Viewing Area</b>				
3.01 Project Management / Administration	2.00	-	-	2
3.02 Concept Development ( Program Description)	-	4.00	16.00	20
3.03 Concept Refinement (Design Narrative)	-	2.00	8.00	10
3.04 Code / Material Research (Utility Conflicts/Future Planning)	-	2.00	8.00	10
3.05 Submit Documentation (Illustrative Site/ Rendered Floor Plan)	1.00	1.00	1.00	3
Subtotal Hours:	3.00	9.00	33.00	45
Subtotal Labor:	\$501	\$1,728	\$3,960	\$6,189
<b>SECTION 3 TOTAL:</b>				<b>\$6,189</b>
<b>SECTION 4: Adult Wellness Center Gymnasium Addition</b>				
4.01 Graphic Production (Reference Previous Package 01.13.24)	1.00	2.00	8.00	11
Subtotal Hours:	1	2	8	11
Subtotal Labor:	\$167	\$384	\$960	\$1,511
<b>SECTION 4 TOTAL:</b>				<b>\$1,511</b>

	Project Manager	Architect, Senior	Architect Designer	TOTALS
<b>SECTION 5: Stakeholder Meeting Support</b>				
5.01 Presentation Material Development (Community Benefit Overview)	1.00	2.00	8.00	11
5.02 Up to three (3) stakeholder or public engagement sessions	24.00	24.00		
5.03 Reimbursable Expenses				
Four (4) Presentation Boards	-	-	-	\$1,200
Subtotal Reimbursables:				\$1,200

<b>SECTION 5 TOTAL:</b>	<b>\$11,327</b>
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<b>Section 6: General</b>					
6.01 Concept Charette with Owner(Site Selection/Program)	3.00	3.00	3.00	9	
6.02 Concept Review Meeting	2.00	2.00	2.00	6	
6.03 Final Concept Review Meeting	2.00	2.00	2.00	6	
6.04 Presentation Material Development (Graphics)	1.00	2.00	8.00	11	
	Subtotal Hours:	8	9	15	32
	Subtotal Labor:	\$1,336	\$1,728	\$1,800	\$4,864

<b>SECTION 6 TOTAL:</b>	<b>\$4,864</b>
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TOTAL FSB	\$30,391
TOTAL REIMBURSABLES:	\$1,200
<b>GRAND TOTAL:</b>	<b>\$31,591</b>



October 23, 2025

Jason Olsen  
Director of Parks and Recreation  
City of Norman  
225 North Webster Ave  
Norman, Oklahoma 73069

RE: Saxon Park Master Plan  
Norman, Oklahoma  
Wallace Project No. 2540385

Dear Jason:

At your request, we have assembled a proposed scope of services and fees for landscape architectural services on the project referenced above. The following exhibits are included below for your review:

- Exhibit A: Project Understanding
- Exhibit B: Scope of Services – Landscape Architecture
- Exhibit C: Proposed Fees
- Exhibit D: Terms and Conditions

We appreciate the opportunity to provide this proposal and look forward to working with the City of Norman on this project. If you have any questions or need additional information, please do not hesitate to contact us.

Sincerely,

Jeremy Belitz, PLA  
Director of Landscape Architecture

Alan Taylor, PE  
Principal in Charge

cc: File

Please sign and return one copy of this page as acceptance of this Proposal and authorization to proceed. Upon Client's authorization to commence the Services, whether in writing or not, the Terms and Conditions below shall govern and control over any prior or ancillary documents or agreements. Payment obligations exist prior to and during the professional services contract negotiation process and survives even if a professional services contract is never negotiated or finalized.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

## EXHIBIT A: PROJECT UNDERSTANDING

---

Project Name: Saxon Park Master Plan  
Location: Norman, Oklahoma  
Wallace Project No.: 2540385

Our proposed fees and scope of services are based on our understanding of the project as outlined below. This understanding is based on our discussions of the project.

### GENERAL:

- **Description:** Wallace Design Collective will prepare a master plan report for Saxon Park. The plan report will focus on improvements to the existing park facilities and expanded programs for outdoor activities. Areas of emphasis will be determined through stakeholder engagement meetings.

### LANDSCAPE ARCHITECTURAL SCOPE:

- **Existing Conditions Plan:** Record documents and aerial imagery will be utilized to develop an existing conditions plan diagram. A site visit with representatives from the parks and recreation staff and design team will be organized to review existing park facilities.
- **Stakeholder Engagement:** Input meetings will be held with representatives from the parks and recreation staff, and user groups for specific park programs.
- **Master Plan Report:** The final report will include a site plan rendering of proposed improvements with keynote descriptions.
- **Cost Estimate and Phasing:** Cost estimates will be prepared for proposed improvements. The report will include a phasing diagram with associated costs for future implementation.
- **Approximate site size:** 67 acres

### SURVEY:

- Existing record documents will be utilized for background files to prepare plan diagrams. Survey services are not provided in this scope of work. If surveying is determined to be needed for specific areas during the planning process fees can be provided as an additional service.

## **EXHIBIT B: SCOPE OF SERVICES – LANDSCAPE ARCHITECTURE**

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Project Name: Saxon Park Master Plan  
 Location: Norman, Oklahoma  
 Wallace Project No.: 2540385

Our proposed landscape architectural services fees are based on the following scope of services. Should additional scope items be desired, please notify us to allow for modifications to our proposed fees.

### **EXISTING CONDITIONS:**

- Kickoff meeting with design team and representatives from the parks and recreation staff
- Utilize record documents to prepare an existing site plan with topography, floodplains, drainage features, utilities, easements, property boundaries, vegetation, pavement, building and structures
- Site visit to inventory existing conditions of park facilities
- Initial list of proposed improvements and cost estimating as required

### **STAKEHOLDER ENGAGEMENT:**

- Site plan diagram of existing park facilities for review and input
- Meeting(s) with user groups for specific park programs (maximum of 2)
- Meeting(s) with representatives from the parks and recreation staff (maximum of 2)
- Provide cost estimate information for proposed improvements

### **MASTER PLAN REPORT:**

- Site plan rendering of proposed improvements with key note descriptions
- Provide cost estimate information for proposed improvements
- Meeting(s) with representatives from the parks and recreation staff (maximum of 1)

### **COST ESTIMATE AND PHASING:**

- Provide cost estimate information for proposed improvements
- Phasing diagram for implementation based on stakeholder priorities and critical path of construction
- Presentation of master plan report at Board of Parks Commissioners Meeting if necessary

### **SERVICES NOT INCLUDED:**

- Site topographic survey
- Review or make any environmental recommendations
- Drainage problems that cannot be solved by surface flow into existing storm system (i.e., the addition of surface drains between buildings or storm sewer extensions)
- Onsite detention or floodplain related issues
- Infrastructure Development Process (IDP) or Privately Funded Public Improvement (PFPI)
- Storm Water Pollution Prevention Plan
- USACE (Corps) coordination and permitting including endangered species presence/absence survey and wetland determination/delineation
- Redesign of city streets
- Alley, easement, and access changes, additions or modifications
- Traffic studies or improvements
- Platting, rezoning or variances
- Locating underground utility lines not indicated by their respective owners
- Utility line extensions to the site
- Review or make any environmental recommendations
- Construction documents
- Construction observations
- IBC-mandated Special Inspections as required by Chapter 17 of the International Building Code
- Geotechnical investigation
- Pavement section design
- Building demolition plans or coordination regarding asbestos and/or lead paint abatement
- Title and easement research

Jason Olsen  
Exhibit B: Landscape Architectural Scope of Services – Saxon Park Master Plan  
October 23, 2025  
Page B2

- FEMA information, if applicable
- Private utility locating service
- Fire flow tests
- Electrical circuitry or wiring design
- Pool mechanical or structural design
- Building roof garden waterproofing design
- Structural design of walls or outdoor structures
- Mechanical design of water features

**REIMBURSABLE EXPENSES:**

- Expenses such as travel and lodging, reproduction, plotting, express delivery and shipping are considered reimbursable expenses and will be billed at 1.0 times cost.

**ADDITIONAL SERVICES:**

- Services such as revisions, design for unforeseen conditions and items not included in the Scope of Services above will be considered additional services. Please refer to the Terms and Conditions for more information.
- To be provided if approved in advance on an hourly or flat fee basis, to be determined
- Review meetings in addition to those denoted above

**EXHIBIT C: PROPOSED FEES**

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Project Name: Saxon Park Master Plan  
Location: Norman, Oklahoma  
Wallace Project No.: 2540385

We propose to provide landscape architectural services on a fixed fee basis:

Existing Conditions Plan	\$ 2,000
Stakeholder Engagement	\$ 3,250
Master Plan Report	\$ 9,000
Cost Estimate and Phasing	\$ 3,000
<b>TOTAL</b>	<b>\$ 17,250</b>

Our current hourly rates are:

Principal	\$230	Technical Designer II	\$160
Associate	\$210	Technical Designer I	\$150
Professional Engineer II	\$175	BIM Technician III	\$145
Professional Engineer I	\$160	BIM Technician II	\$135
Intern Engineer	\$150	BIM Technician I	\$125
GIS Specialist	\$150	Engineering Coordinator	\$115
Director, Landscape Architecture	\$210	Landscape Architect II	\$160
Land Planner II	\$175	Landscape Architect I	\$130
Land Planner I	\$160	Intern Landscape Architect	\$110
Professional Land Surveyor II	\$175	Survey Technician II	\$155
Professional Land Surveyor I	\$160	Survey Technician I	\$120
Intern Land Surveyor	\$150	Instrument Person	\$100
Survey Party Chief	\$145		
Information Technologist	\$160	Administrative	\$110

**REIMBURSABLE EXPENSES:**

Expenses such as travel and lodging, reproduction, plotting, express delivery and shipping are considered reimbursable expenses and will be billed at 1.0 times cost.

Expenses such as subconsultant testing services, geotechnical engineering services or other specialty consulting services will be billed at 1.10 times cost.

**ADDITIONAL SERVICES:**

Services such as revisions, design for unforeseen conditions and items not included the Scope of Services presented above will be considered additional services. Please refer to the Terms and Conditions for more information.

**EXHIBIT D: TERMS AND CONDITIONS**

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Project Name: Saxon Park Master Plan  
Location: Norman, Oklahoma  
Wallace Project No.: 2540385

**FEE**

Wallace Design Collective, PC ("Wallace") shall perform the services outlined in this Agreement for the stated Fee Arrangement.

- Where the Fee Arrangement is to be Fixed Fee, the fees are for the Scope of Services listed in the Agreement.
- Where the Fee Arrangement is to be on an hourly basis, the rates shall be those that prevail at the time services are rendered.
- Where the Fee Arrangement is to be on an hourly basis and a maximum Total Fee is offered, the Total Fee, excluding Reimbursable Expenses, shall not exceed the stated maximum.
- Where the Fee Arrangement is to be on an hourly basis and an estimate of the Total Fee is offered, the Total Fee, excluding Reimbursable Expenses, shall not be exceeded by more than ten percent without written approval of the Client.
- Where the Fee Arrangement is to be a percentage of the construction cost of the project, progress payments for each phase listed in the Scope of Services listed in the Agreement shall be calculated by multiplying the phase's respective percentage of the Total Fee by the most recent budget for the Cost of the Work (Construction Cost). Compensation for completed work shall not be reduced based on subsequent updates to the Owner's budget for the Cost of the Work.

If the Scope of Services covered by this Agreement has not been completed within twelve (12) months of the Contract Date, through no fault of Wallace, fees for Services beyond that time shall be equitably adjusted, or they shall be determined on an hourly basis at Wallace's prevailing hourly rates.

**REIMBURSABLE EXPENSES**

Reimbursable Expenses are expenses incurred in connection with the project including, but not limited to, transportation, meals and lodging for travel, overnight deliveries, courier services, professional services, sales taxes, and the cost of reproductions beyond those normally required for coordination and information purposes.

**ADDITIONAL SERVICES**

Services such as major revisions, resolving unforeseen conditions and items not included in the Scope of Services listed in the Agreement shall be considered Additional Services. Fees for Additional Services shall be determined on an hourly basis at Wallace's prevailing rates unless otherwise agreed in writing by Client and Wallace. Additional Services must be requested in writing and will not proceed without written authorization.

**BILLINGS / PAYMENT**

Invoices submitted for services and reimbursable expenses shall be considered past due if not paid within 30 days after the invoice date, and Wallace may, without waiving any claim or right against Client, and without liability whatsoever to Wallace, terminate the performance of the service. Retainers shall be credited on the final invoice. A service charge will be charged at 1.5% (or the maximum interest rate allowed by law) per month on the unpaid balance. Upon acceptance of this Proposal and authorization to start work, Client agrees to submit payment pursuant to the terms of this Proposal. This payment obligation exists in the event that professional services contract negotiations commence after authorization to proceed, and survives even if a professional services contract is never negotiated or finalized.

Jason Olsen  
Exhibit D: Terms and Conditions – Saxon Park Master Plan  
October 23, 2025  
Page D2

#### **STANDARD OF CARE**

The standard of care for all professional services performed or furnished by Wallace under this Agreement will be the care and skill ordinarily used by members of Wallace's profession practicing under similar circumstances at the same time and in the same locality. Wallace makes no warranty, express or implied, under this Agreement or otherwise, in connection with Wallace's services.

#### **INDEMNIFICATION**

Wallace shall indemnify and hold harmless Client and all of its personnel from and against third party claims, damages, losses, and expenses, including reasonable attorney fees recoverable under applicable law, ("Claims") to the extent caused by the negligent act, error, or omission of Wallace, anyone employed by Wallace, or anyone for whose acts Wallace may be liable in the performance of professional services. Wallace shall not indemnify, hold harmless, nor assume any liability for Client's own negligence or intentional wrongdoing. Wallace shall have no up-front duty to defend Client against Claims nor shall any duty to defend be inferred or interpreted in construction of this Agreement. Wallace will reimburse Client for its reasonable defense costs and expenses awarded to Client under applicable law for awards to a prevailing party in proportion to Wallace's adjudicated liability for negligent acts, errors, or omissions.

The Client shall indemnify and hold harmless Wallace and all of its personnel from and against third party Claims to the extent caused by the negligent act or omission and/or strict liability of Client, anyone employed by the Client, or anyone for whose acts the Client may be liable. Client shall not indemnify, hold harmless, nor assume any liability for Wallace's own negligence or intentional wrongdoing.

#### **CONSEQUENTIAL DAMAGES**

Neither party shall be liable to the other for loss of profits or revenue; loss of use or opportunity; loss of good will; cost of substitute facilities, goods, or services; cost of capital; or for any special, consequential, indirect, punitive or exemplary damages.

#### **FORCE MAJEURE**

In the event either party is unable to perform its obligations under the terms of this Agreement because of strikes, work stoppages, accidents, acts of war or terrorism, civil or military disturbances, nuclear or natural catastrophes or acts of God, and interruptions, loss or malfunctions of utilities, communications or computer (software and hardware) services, epidemics, pandemics or outbreak of communicable disease; quarantines; national or regional emergencies or other causes reasonably beyond its reasonable control, such party shall not be liable for damages to the other for any damages resulting from such failure to perform or otherwise from such causes.

#### **TERMINATION OF SERVICES**

This agreement may be terminated upon 10 days written notice by either party should the other fail to perform its obligations hereunder. In the event of termination, Client shall pay Wallace for all services and reimbursable expenses to the date of termination. Termination expenses are in addition to compensation for the services of the Agreement and include expenses directly attributable to termination for which Wallace is not otherwise compensated.

#### **ACCESS TO SITE**

Unless otherwise stated, Wallace will have access to the site for activities necessary for the performance of the services. Wallace will take precautions to minimize damage due to these activities but has not included in the fee the cost of restoration of any resulting damage.

#### **HAZARDOUS MATERIALS**

Wallace shall have no responsibility for the discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials or toxic materials in any form at the Project site.

Jason Olsen  
Exhibit D: Terms and Conditions – Saxon Park Master Plan  
October 23, 2025  
Page D3

**OWNERSHIP OF DOCUMENTS**

All documents, technical reports, letters, photos, calculations, designs, plans, specifications, reports, or similar documents of any kind furnished by Wallace are “Instruments of Services.” Ownership of all Instruments of Services shall remain with Wallace.

**MEANS AND METHODS**

Wallace shall not be responsible for the construction means, methods, techniques, sequencing or procedures or for safety precautions and programs in connection with the Work, nor shall Wallace be responsible for the Construction Contractor's failure to carry out the work in accordance with the Drawings and Specifications.

**MAINTENANCE OF INSURANCE**

Until the services covered by this Agreement are completed plus for a period of twelve (12) months after completion of services, Wallace shall maintain (a) workers compensation insurance in accordance with state law and (b) liability insurance covering the type and variety of services Wallace provides under this agreement.

**APPLICABLE LAW**

Unless otherwise specified, this agreement shall be governed by the laws of the state in which the project is located.



Reaves Park Phase 2 - 63097  
10/17/25  
Page 1

**EXHIBIT A**

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

Attn: Mr. Jason Olsen

Re: **Landscape Architecture Services – AVO: 63097.001**  
**Reaves Park Phase 2 – Norman, Oklahoma**

Dear Mr. Olsen:

At Halff we improve lives and communities by turning ideas into reality. We do that by working with great clients on meaningful projects. As such, we are pleased to submit the following Scope of Services for the Reaves Park Phase 2 for the City of Norman, Oklahoma. The scope includes an updated master plan for the central green space and surrounding areas, improved uses underway (restroom and splash pad), and additional proposed amenities. We will also include this master plan update in the overall park master plan, based on the master plan layout as shown on Exhibit E.

The proposed services to be performed are described in the Scope of Services (Exhibit B). Proposed services that are not included as part of the Scope of Service are listed in the Exclusions/Available Additional Services (Exhibit C); however, these services can be provided by Halff upon request.

Unless otherwise modified, please note that the Scope of Services described herein shall remain valid and continue in effect for a period of 90 calendar days, after which it will require renewal in writing by the Consultant and the Client.

We are excited about this project and feel that we can develop a plan that your city can enjoy for years to come. We appreciate the opportunity to be of service. Please feel free to contact us if you have any questions or comments concerning this matter.

Yours very truly,  
Halff

Sally Horsey, PLA, CLARB (Signing Authority)  
Director,  
Planning and Landscape Architecture  
501.801.2672

## EXHIBIT B SCOPE OF SERVICE

### PROJECT UNDERSTANDING

This proposal is to provide the deliverables and services described below. This proposal will issue the plans to the owner or architect for permitting and respond to permit comments from the municipality as needed. It is assumed that the client will provide cad files of the engineered site plan and relevant surveys. An additional services letter would be required if these items were not provided.

### I. BASIC LANDSCAPE ARCHITECTURE SERVICES

1. **Project Kickoff Meeting (1 Virtual meeting – 1 hour duration)**
2. **Halff attendance at 2 stakeholder level public meetings**
3. **Provide a Conceptual Master Plan depicting the overall layout of the phase 2 park area incorporating updated uses and amenities.**
4. **Graphically update the overall park masterplan with the new phase 2 park concept.**
5. **Character imagery depicting design and material concepts.**
6. **Presentation Meeting (1 Virtual meeting – 1 hour duration)**
7. **Opinion of Construction Cost.**



## EXHIBIT C ASSUMPTIONS AND EXCLUSIONS

### ASSUMPTIONS

1. The PROJECT will follow ADA design requirements as applicable.
2. The CLIENT will provide available existing information and base-map data, including, but not limited to: Utility record drawings, and/or condition assessments for existing utilities located within the proximity or adjacent to the PROJECT area, Current property and easement information, Previous park master plan. (Attachment C)
3. The CLIENT will be responsible for distributing, coordinating, and facilitating all submittal milestones/packages to necessary stakeholders, including correspondence during the submittal review period(s) and providing CONSULTANT with organized reviews and/or comments and/or feedback from reviewing entities.
4. In addition to any base map data provided by the CLIENT (as described above), CONSULTANT will utilize publicly available and CLIENT-provided data (aerial ortho imagery, GIS contours, record drawings, etc.) to supplement PROJECT development outside the limits of survey. Supplemental information will be used in the assessment, review, and design of the proposed improvements.
5. Internal project meetings described herein will be held at the CONSULTANT's office or virtually unless on-site meeting is specified. CONSULTANT shall notify CLIENT and request additional compensation if additional meetings are necessary for ongoing coordination and/or the completion of the PROJECT.
6. CLIENT will provide all project criteria and program elements prior to commencing.

### EXCLUSIONS

HALFF's Scope of Services does NOT include any services which are not expressly described above. It is the obligation of the CLIENT or Owner to comply with all local, state, and federal law, codes, and requirements. If required, excluded services can be provided by HALFF as Additional Services when so authorized in writing by the CLIENT. The Design Professional shall not be required to execute any documents subsequent to the signing of this Agreement that in any way might in the sole judgment of the Design Professional, increase the Design Professional's risk or the availability or cost of his or her professional or general liability insurance.

### CLIENT'S RESPONSIBILITIES

1. Funding support services, including preparation of graphics and exhibits, are not included in this Scope of Services. This service may be provided but will be considered an Additional Service, billed hourly.
2. Payment of all impact, review, and permitting fees.
3. Provide HALFF with any information, agreements, and/or restrictions that may be in effect on the property and impact the design guidelines or criteria for the project.
4. Provide HALFF with access to the site for activities necessary for the performance of the services. HALFF will take precautions to minimize damage due to these activities but have not included in the fee the cost of restoration of any resulting damage.
5. If HALFF is providing surveying services under this agreement, the CLIENT shall provide HALFF with a current title commitment and all previous surveys and other related documents in CLIENT'S possession.



## EXHIBIT D

### LANDSCAPE ARCHITECTURE FEE

PROJECT TASKS	FEE
<b>I. LANDSCAPE ARCHITECTURE SERVICES</b> Conceptual Master Plan, Update Master Plan, Character Imagery, Project Kickoff Meeting, Public Meetings, Presentation Meeting Cost Estimate	\$ 18,763.00
<b>Landscape Architectural Services Total</b>	<b>\$ 18,763.00</b>

**NOTES ON FEE SCHEDULE**

- Fees depicted as "Hourly" or "Hourly Estimated" with a listed value indicate tasks with undeterminable scopes. The values indicated are budgetary estimates only and are subject to change. These tasks will be billed on a time and materials basis.
- Additional meetings beyond those described above will be invoiced at an hourly rate based upon the rate schedule described below.
- Items indicated as "If Necessary" or "If Requested" are phases that are omitted from the project total, however the value provided will apply based upon the CLIENT and/or agency requirements.
- "Phases" above represent line items that will be provided on the invoice. "Tasks" are provided for explanation purposes only. Billing by Task will be provided at our discretion, unless specifically requested by the CLIENT prior to the first invoice.
- Reimbursable expenses are separate from the total fee outlined above and will be charged at 1.1 times the direct cost.
- Lump Sum fees will be invoiced monthly based on the status of each task (percent complete).
- Hourly Services will also be invoiced monthly based on the table below:
 

Landscape Designer	\$105.00
Landscape Architect	\$169.00
Senior Landscape Architect	\$222.00
Director	\$289.00
Engineer	\$300.00

**ADDITIONAL SERVICES**

Services authorized by the CLIENT, other than those specifically listed in the Scope of Services, and which are agreed to be performed by HALFF by written addenda to this Agreement, shall be considered Additional Services. The CLIENT shall compensate HALFF at current hourly rates for the actual personnel involved in the tasks (Hourly Services).

**HALFF ASSOCIATES, INC.**

**CLIENT SIGNATURE**

By:   
 Signature

Sally Horsey  
 Printed Name

PLA, Director  
 Title

10/17/2025  
 Date

By: \_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Printed Name

\_\_\_\_\_  
 Title

\_\_\_\_\_  
 Date



### EXHIBIT D

#### LANDSCAPE ARCHITECTURE FEE

PROJECT TASKS	FEE
<b>I. LANDSCAPE ARCHITECTURE SERVICES</b>	
Conceptual Master Plan, Update Master Plan, Character Imagery, Project Kickoff Meeting, Public Meetings, Presentation Meeting Cost Estimate	\$ 18,763.00
<b>Landscape Architectural Services Total</b>	<b>\$ 18,763.00</b>

#### NOTES ON FEE SCHEDULE

- Fees depicted as "Hourly" or "Hourly Estimated" with a listed value indicate tasks with undeterminable scopes. The values indicated are budgetary estimates only and are subject to change. These tasks will be billed on a time and materials basis.
- Additional meetings beyond those described above will be invoiced at an hourly rate based upon the rate schedule described below.
- Items indicated as "If Necessary" or "If Requested" are phases that are omitted from the project total, however the value provided will apply based upon the CLIENT and/or agency requirements.
- "Phases" above represent line items that will be provided on the invoice. "Tasks" are provided for explanation purposes only. Billing by Task will be provided at our discretion, unless specifically requested by the CLIENT prior to the first invoice.
- Reimbursable expenses are separate from the total fee outlined above and will be charged at 1.1 times the direct cost.
- Lump Sum fees will be invoiced monthly based on the status of each task (percent complete).
- Hourly Services will also be invoiced monthly based on the table below:
 

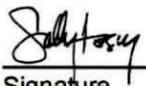
Landscape Designer	\$105.00
Landscape Architect	\$169.00
Senior Landscape Architect	\$222.00
Director	\$289.00
Engineer	\$300.00

#### ADDITIONAL SERVICES

Services authorized by the CLIENT, other than those specifically listed in the Scope of Services, and which are agreed to be performed by HALFF by written addenda to this Agreement, shall be considered Additional Services. The CLIENT shall compensate HALFF at current hourly rates for the actual personnel involved in the tasks (Hourly Services).

#### HALFF ASSOCIATES, INC.

#### CLIENT SIGNATURE

By:   
Signature

Sally Horsey  
Printed Name

PLA, Director  
Title

10/17/2025  
Date

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date



## EXHIBIT C

### ASSUMPTIONS AND EXCLUSIONS

#### ASSUMPTIONS

1. The PROJECT will follow ADA design requirements as applicable.
2. The CLIENT will provide available existing information and base-map data, including, but not limited to: Utility record drawings, and/or condition assessments for existing utilities located within the proximity or adjacent to the PROJECT area, Current property and easement information, Previous park master plan. (Attachment C)
3. The CLIENT will be responsible for distributing, coordinating, and facilitating all submittal milestones/packages to necessary stakeholders, including correspondence during the submittal review period(s) and providing CONSULTANT with organized reviews and/or comments and/or feedback from reviewing entities.
4. In addition to any base map data provided by the CLIENT (as described above), CONSULTANT will utilize publicly available and CLIENT-provided data (aerial ortho imagery, GIS contours, record drawings, etc.) to supplement PROJECT development outside the limits of survey. Supplemental information will be used in the assessment, review, and design of the proposed improvements.
5. Internal project meetings described herein will be held at the CONSULTANT's office or virtually unless on-site meeting is specified. CONSULTANT shall notify CLIENT and request additional compensation if additional meetings are necessary for ongoing coordination and/or the completion of the PROJECT.
6. CLIENT will provide all project criteria and program elements prior to commencing.

#### EXCLUSIONS

HALFF's Scope of Services does NOT include any services which are not expressly described above. It is the obligation of the CLIENT or Owner to comply with all local, state, and federal law, codes, and requirements. If required, excluded services can be provided by HALFF as Additional Services when so authorized in writing by the CLIENT. The Design Professional shall not be required to execute any documents subsequent to the signing of this Agreement that in any way might in the sole judgment of the Design Professional, increase the Design Professional's risk or the availability or cost of his or her professional or general liability insurance.

#### CLIENT'S RESPONSIBILITIES

1. Funding support services, including preparation of graphics and exhibits, are not included in this Scope of Services. This service may be provided but will be considered an Additional Service, billed hourly.
2. Payment of all impact, review, and permitting fees.
3. Provide HALFF with any information, agreements, and/or restrictions that may be in effect on the property and impact the design guidelines or criteria for the project.
4. Provide HALFF with access to the site for activities necessary for the performance of the services. HALFF will take precautions to minimize damage due to these activities but have not included in the fee the cost of restoration of any resulting damage.
5. If HALFF is providing surveying services under this agreement, the CLIENT shall provide HALFF with a current title commitment and all previous surveys and other related documents in CLIENT'S possession.

## EXHIBIT B SCOPE OF SERVICE

### PROJECT UNDERSTANDING

This proposal is to provide the deliverables and services described below. This proposal will issue the plans to the owner or architect for permitting and respond to permit comments from the municipality as needed. It is assumed that the client will provide cad files of the engineered site plan and relevant surveys. An additional services letter would be required if these items were not provided.

### I. BASIC LANDSCAPE ARCHITECTURE SERVICES

1. **Project Kickoff Meeting (1 Virtual meeting – 1 hour duration)**
2. **Halff attendance at 2 stakeholder level public meetings**
3. **Provide a Conceptual Master Plan depicting the overall layout of the phase 2 park area incorporating updated uses and amenities.**
4. **Graphically update the overall park masterplan with the new phase 2 park concept.**
5. **Character imagery depicting design and material concepts.**
6. **Presentation Meeting (1 Virtual meeting – 1 hour duration)**
7. **Opinion of Construction Cost.**



**EXHIBIT A**

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

Attn: Mr. Jason Olsen

Re: **Landscape Architecture Services – AVO: 63097.001**  
**Reaves Park Phase 2 – Norman, Oklahoma**

Dear Mr. Olsen:

At Halff we improve lives and communities by turning ideas into reality. We do that by working with great clients on meaningful projects. As such, we are pleased to submit the following Scope of Services for the Reaves Park Phase 2 for the City of Norman, Oklahoma. The scope includes an updated master plan for the central green space and surrounding areas, improved uses underway (restroom and splash pad), and additional proposed amenities. We will also include this master plan update in the overall park master plan, based on the master plan layout as shown on Exhibit E.

The proposed services to be performed are described in the Scope of Services (Exhibit B). Proposed services that are not included as part of the Scope of Service are listed in the Exclusions/Available Additional Services (Exhibit C); however, these services can be provided by Halff upon request.

Unless otherwise modified, please note that the Scope of Services described herein shall remain valid and continue in effect for a period of 90 calendar days, after which it will require renewal in writing by the Consultant and the Client.

We are excited about this project and feel that we can develop a plan that your city can enjoy for years to come. We appreciate the opportunity to be of service. Please feel free to contact us if you have any questions or comments concerning this matter.

Yours very truly,  
Halff

Sally Horsey, PLA, CLARB (Signing Authority)  
Director,  
Planning and Landscape Architecture  
501.801.2672



October 31, 2025

Attn: Mr. Jason Olsen  
Director of Parks and Recreation  
City of Norman, OK  
225 North Webster Avenue  
Norman, Oklahoma 73069

RE: Griffin Park Master Plan Planning Services

Dear Jason,

We appreciate the opportunity to submit this proposal for your consideration for the Sports and Recreation Master Planning Services for the expansion of Griffin Park in Norman, OK. Our professionals can provide these Master Planning Services of the high quality you would expect. We propose the following scope of services and fee schedule for your consideration.

## **PROJECT WORK PLAN**

### **TASK 1: Preliminary Master Plan Phase**

Working from the existing Master Plan for Griffin Park and all property and topographic information, we will prepare an updated master plan for the project site incorporating the following:

- A) Prepare a revised master plan illustrating the park area with existing facilities, modified park facilities and new amenities that will utilize the limits of the park. This design will include but is not limited to the following:
  - 1. Analyze Existing Facilities
  - 2. Analyze Existing North Parking Area
  - 3. Provide a conceptual design that includes but is not limited to the following:
    - a) Sports Complex Amenities
    - b) Possible Sports Courts
    - c) Playground
    - d) Splash Pad
    - e) Trails
    - f) Site Amenities
    - g) Trees and Landscape
    - h) Etc.
  - 4. Indoor Soccer Facility
- B) Analyze vehicular circulation on the north side of the site, with connections to different functions of the site, and provide additional parking expansion, if necessary.
- C) Analyze pedestrian circulation within and around the site to create a smooth flow between the different functions of the site, provide connection between the various park elements, and accommodate access for the physically limited.
- D) Analyze existing and potential utility extensions/locations, if needed.
- E) The design team will meet with the Park Board and City Council, as directed by the City of Norman. This will include up to three (3) meetings. These meetings will include one (1) meeting with Park Staff, one (1) meeting with the user groups for the site, and one (1) meeting with the Norman Forward organizing group. These meetings can be held anytime within the Master Planning process. Virtual meetings can be utilized at any time for all other necessary meetings.

**TASK 2: Final Master Plan Phase**

Following the City’s review and input of the Preliminary Master Plan Phase, PDG will prepare the Final Master Plan incorporating into the plans any revisions requested by the client. The following outlines activities within this phase:

- A) Refine items in Preliminary Master Plan Phase, incorporating the City’s input.
- B) Prepare a color rendering of the Master Plan (Plan View) for presentation
- C) Prepare an image board with specific elements for presentation
- D) Prepare detailed Conceptual Estimate for budgeting and phasing options.

**Basic Compensation**

To execute the scope of services described in phases 1 through 2 above, the work will be performed for lump sum fee of \$10,000.00 with the following breakdown:

<b>Preliminary Master Plan Phase</b>	<b>50%</b>
<b>Final Master Plan Phase</b>	<b>50%</b>

The billings will be charged to the remaining \$10,000 that remains in PDG’s current contract for Griffin Park.

Billings for services are sent out monthly for work in progress or at the completion of the project or a specified phase of work. Terms of payment are "Net 30 Days" from the date of the invoice.

**Warranties**

We hereby warrant that all work performed hereunder will be performed in a timely, skillful, professional, and workmanlike manner. Each of our employees or contractors assigned to perform such work will have the proper skill, training, and background to perform and will perform the work in a competent and professional manner in all material respects. We further warrant that all work performed hereunder will be performed under the supervision of a licensed Landscape Architect and consistent with generally accepted industry standards and in accordance with this agreement.

**Reimbursable Expenses**

Reimbursable expenses are in addition to the Basic Compensation as set forth above in this proposal. Reimbursable expenses include actual expenditures made by Planning Design Group required by the project as follows:

- A) Prints, photocopies and reproductions (excluding copies for office use) and all expendable supplies requested by the owner.
- B) Travel expenses directly related to the project.
- C) Fees required for City filings.

**Insurance Limits**

Planning Design Group meets all state insurance requirements with current limits are as follows:

- A) Comprehensive Business Liability: \$1,000,000. Limit.
- B) Worker’s Compensation: \$100,000/500,000/100,000 limit.
- C) Professional Liability: \$2,000,000 limit.

**Additional Services**

Any services requested which are not included in the basic scope of service in this proposal will be based on hourly rates or can be quoted as a lump sum upon request. All additional fees will be approved in advance by the owner.

<u>Hourly Rates</u>	
Principal.....	\$165.00
Associate Principal .....	\$145.00
Project Manager .....	\$125.00
Project Designer .....	\$115.00
Design I/Production .....	\$105.00
Design II/Production .....	\$ 95.00

**3-Dimensional Presentation Renderings (Not Included in Scope)**

3-Dimensional Presentation renderings can be provided, following the completion of the final Master Plan. This would include:

- A) We will build all elements of the project in 3-dimensional format using Sketchup.
- B) Provide preliminary views of the suggested angles/shots before proceeding to the final renderings.
- C) Once the views are approved from item "A" above we will refine and prepare final renderings in Lumion. These final renderings will be populated with activity such as cars, people, and an active site. We will prepare daytime and nighttime views.
- D) This can be provided at a cost not to exceed \$7,500.

We look forward to the opportunity of working with you and the City of Norman on creating a quality project which all parties will be proud of.

Sincerely,

Geoffery Evans, PLA, ASLA  
Principal

The above is an acceptable procedure and Planning Design Group is hereby authorized to proceed as outlined herein.

By \_\_\_\_\_ Date \_\_\_\_\_  
Signature and Title



October 23, 2025

Jason Olsen  
Director of Parks and Recreation  
City of Norman  
225 North Webster Ave  
Norman, Oklahoma 73069

RE: Ruby Grant Park Master Plan  
Norman, Oklahoma  
Wallace Project No. 2540384

Dear Jason:

At your request, we have assembled a proposed scope of services and fees for landscape architectural services on the project referenced above. The following exhibits are included below for your review:

- Exhibit A: Project Understanding
- Exhibit B: Scope of Services – Landscape Architecture
- Exhibit C: Proposed Fees
- Exhibit D: Terms and Conditions

We appreciate the opportunity to provide this proposal and look forward to working with the City of Norman on this project. If you have any questions or need additional information, please do not hesitate to contact us.

Sincerely,

Jeremy Belitz, PLA  
Director of Landscape Architecture

Alan Taylor, PE  
Principal in Charge

cc: File

Please sign and return one copy of this page as acceptance of this Proposal and authorization to proceed. Upon Client's authorization to commence the Services, whether in writing or not, the Terms and Conditions below shall govern and control over any prior or ancillary documents or agreements. Payment obligations exist prior to and during the professional services contract negotiation process and survives even if a professional services contract is never negotiated or finalized.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

## EXHIBIT A: PROJECT UNDERSTANDING

---

Project Name: Ruby Grant Park Master Plan  
Location: Norman, Oklahoma  
Wallace Project No.: 2540384

Our proposed fees and scope of services are based on our understanding of the project as outlined below. This understanding is based on our discussions of the project.

### GENERAL:

- **Description:** Wallace Design Collective will prepare a master plan report for Ruby Grant Park. The plan report will focus on improvements to the existing park facilities and expanded programs for outdoor activities. Areas of emphasis will be determined through stakeholder engagement meetings.

### LANDSCAPE ARCHITECTURAL SCOPE:

- **Existing Conditions Plan:** Record documents and aerial imagery will be utilized to develop an existing conditions plan diagram. A site visit with representatives from the parks and recreation staff and design team will be organized to review existing park facilities.
- **Stakeholder Engagement:** Input meetings will be held with representatives from the parks and recreation staff, and user groups for specific park programs.
- **Master Plan Report:** The final report will include a site plan rendering of proposed improvements with keynote descriptions.
- **Cost Estimate and Phasing:** Cost estimates will be prepared for proposed improvements. The report will include a phasing diagram with associated costs for future implementation.
- **Approximate site size:** 153 acres

### SURVEY:

- Existing record documents will be utilized for background files to prepare plan diagrams. Survey services are not provided in this scope of work. If surveying is determined to be needed for specific areas during the planning process fees can be provided as an additional service.

## **EXHIBIT B: SCOPE OF SERVICES – LANDSCAPE ARCHITECTURE**

---

Project Name: Ruby Grant Park Master Plan  
 Location: Norman, Oklahoma  
 Wallace Project No.: 2540384

Our proposed landscape architectural services fees are based on the following scope of services. Should additional scope items be desired, please notify us to allow for modifications to our proposed fees.

### **EXISTING CONDITIONS:**

- Kickoff meeting with design team and representatives from the parks and recreation staff
- Utilize record documents to prepare an existing site plan with topography, floodplains, drainage features, utilities, easements, property boundaries, vegetation, pavement, building and structures
- Site visit to inventory existing conditions of park facilities
- Initial list of proposed improvements and cost estimating as required

### **STAKEHOLDER ENGAGEMENT:**

- Site plan diagram of existing park facilities for review and input
- Meeting(s) with user groups for specific park programs (maximum of 2)
- Meeting(s) with representatives from the parks and recreation staff (maximum of 2)
- Provide cost estimate information for proposed improvements

### **MASTER PLAN REPORT:**

- Site plan rendering of proposed improvements with key note descriptions
- Provide cost estimate information for proposed improvements
- Meeting(s) with representatives from the parks and recreation staff (maximum of 1)

### **COST ESTIMATE AND PHASING:**

- Provide cost estimate information for proposed improvements
- Phasing diagram for implementation based on stakeholder priorities and critical path of construction
- Presentation of master plan report at Board of Parks Commissioners Meeting if necessary

### **SERVICES NOT INCLUDED:**

- Site topographic survey
- Review or make any environmental recommendations
- Drainage problems that cannot be solved by surface flow into existing storm system (i.e., the addition of surface drains between buildings or storm sewer extensions)
- Onsite detention or floodplain related issues
- Infrastructure Development Process (IDP) or Privately Funded Public Improvement (PFPI)
- Storm Water Pollution Prevention Plan
- USACE (Corps) coordination and permitting including endangered species presence/absence survey and wetland determination/delineation
- Redesign of city streets
- Alley, easement, and access changes, additions or modifications
- Traffic studies or improvements
- Platting, rezoning or variances
- Locating underground utility lines not indicated by their respective owners
- Utility line extensions to the site
- Review or make any environmental recommendations
- Construction documents
- Construction observations
- IBC-mandated Special Inspections as required by Chapter 17 of the International Building Code
- Geotechnical investigation
- Pavement section design
- Building demolition plans or coordination regarding asbestos and/or lead paint abatement
- Title and easement research

Jason Olsen  
Exhibit B: Landscape Architectural Scope of Services – Ruby Grant Park Master Plan  
October 23, 2025  
Page B2

- FEMA information, if applicable
- Private utility locating service
- Fire flow tests
- Electrical circuitry or wiring design
- Pool mechanical or structural design
- Building roof garden waterproofing design
- Structural design of walls or outdoor structures
- Mechanical design of water features

**REIMBURSABLE EXPENSES:**

- Expenses such as travel and lodging, reproduction, plotting, express delivery and shipping are considered reimbursable expenses and will be billed at 1.0 times cost.

**ADDITIONAL SERVICES:**

- Services such as revisions, design for unforeseen conditions and items not included in the Scope of Services above will be considered additional services. Please refer to the Terms and Conditions for more information.
- To be provided if approved in advance on an hourly or flat fee basis, to be determined
- Review meetings in addition to those denoted above

**EXHIBIT C: PROPOSED FEES**

---

Project Name: Ruby Grant Park Master Plan  
Location: Norman, Oklahoma  
Wallace Project No.: 2540384

We propose to provide landscape architectural services on a fixed fee basis:

Existing Conditions Plan	\$ 2,250
Stakeholder Engagement	\$ 4,250
Master Plan Report	\$ 10,000
Cost Estimate and Phasing	\$ 4,000
<b>TOTAL</b>	<b>\$ 20,500</b>

Our current hourly rates are:

Principal	\$230	Technical Designer II	\$160
Associate	\$210	Technical Designer I	\$150
Professional Engineer II	\$175	BIM Technician III	\$145
Professional Engineer I	\$160	BIM Technician II	\$135
Intern Engineer	\$150	BIM Technician I	\$125
GIS Specialist	\$150	Engineering Coordinator	\$115
Director, Landscape Architecture	\$210	Landscape Architect II	\$160
Land Planner II	\$175	Landscape Architect I	\$130
Land Planner I	\$160	Intern Landscape Architect	\$110
Professional Land Surveyor II	\$175	Survey Technician II	\$155
Professional Land Surveyor I	\$160	Survey Technician I	\$120
Intern Land Surveyor	\$150	Instrument Person	\$100
Survey Party Chief	\$145		
Information Technologist	\$160	Administrative	\$110

**REIMBURSABLE EXPENSES:**

Expenses such as travel and lodging, reproduction, plotting, express delivery and shipping are considered reimbursable expenses and will be billed at 1.0 times cost.

Expenses such as subconsultant testing services, geotechnical engineering services or other specialty consulting services will be billed at 1.10 times cost.

**ADDITIONAL SERVICES:**

Services such as revisions, design for unforeseen conditions and items not included the Scope of Services presented above will be considered additional services. Please refer to the Terms and Conditions for more information.

**EXHIBIT D: TERMS AND CONDITIONS**

---

Project Name: Ruby Grant Park Master Plan  
Location: Norman, Oklahoma  
Wallace Project No.: 2540384

**FEE**

Wallace Design Collective, PC ("Wallace") shall perform the services outlined in this Agreement for the stated Fee Arrangement.

- Where the Fee Arrangement is to be Fixed Fee, the fees are for the Scope of Services listed in the Agreement.
- Where the Fee Arrangement is to be on an hourly basis, the rates shall be those that prevail at the time services are rendered.
- Where the Fee Arrangement is to be on an hourly basis and a maximum Total Fee is offered, the Total Fee, excluding Reimbursable Expenses, shall not exceed the stated maximum.
- Where the Fee Arrangement is to be on an hourly basis and an estimate of the Total Fee is offered, the Total Fee, excluding Reimbursable Expenses, shall not be exceeded by more than ten percent without written approval of the Client.
- Where the Fee Arrangement is to be a percentage of the construction cost of the project, progress payments for each phase listed in the Scope of Services listed in the Agreement shall be calculated by multiplying the phase's respective percentage of the Total Fee by the most recent budget for the Cost of the Work (Construction Cost). Compensation for completed work shall not be reduced based on subsequent updates to the Owner's budget for the Cost of the Work.

If the Scope of Services covered by this Agreement has not been completed within twelve (12) months of the Contract Date, through no fault of Wallace, fees for Services beyond that time shall be equitably adjusted, or they shall be determined on an hourly basis at Wallace's prevailing hourly rates.

**REIMBURSABLE EXPENSES**

Reimbursable Expenses are expenses incurred in connection with the project including, but not limited to, transportation, meals and lodging for travel, overnight deliveries, courier services, professional services, sales taxes, and the cost of reproductions beyond those normally required for coordination and information purposes.

**ADDITIONAL SERVICES**

Services such as major revisions, resolving unforeseen conditions and items not included in the Scope of Services listed in the Agreement shall be considered Additional Services. Fees for Additional Services shall be determined on an hourly basis at Wallace's prevailing rates unless otherwise agreed in writing by Client and Wallace. Additional Services must be requested in writing and will not proceed without written authorization.

**BILLINGS / PAYMENT**

Invoices submitted for services and reimbursable expenses shall be considered past due if not paid within 30 days after the invoice date, and Wallace may, without waiving any claim or right against Client, and without liability whatsoever to Wallace, terminate the performance of the service. Retainers shall be credited on the final invoice. A service charge will be charged at 1.5% (or the maximum interest rate allowed by law) per month on the unpaid balance. Upon acceptance of this Proposal and authorization to start work, Client agrees to submit payment pursuant to the terms of this Proposal. This payment obligation exists in the event that professional services contract negotiations commence after authorization to proceed, and survives even if a professional services contract is never negotiated or finalized.

Jason Olsen  
Exhibit D: Terms and Conditions – Ruby Grant Park Master Plan  
October 23, 2025  
Page D2

#### **STANDARD OF CARE**

The standard of care for all professional services performed or furnished by Wallace under this Agreement will be the care and skill ordinarily used by members of Wallace's profession practicing under similar circumstances at the same time and in the same locality. Wallace makes no warranty, express or implied, under this Agreement or otherwise, in connection with Wallace's services.

#### **INDEMNIFICATION**

Wallace shall indemnify and hold harmless Client and all of its personnel from and against third party claims, damages, losses, and expenses, including reasonable attorney fees recoverable under applicable law, ("Claims") to the extent caused by the negligent act, error, or omission of Wallace, anyone employed by Wallace, or anyone for whose acts Wallace may be liable in the performance of professional services. Wallace shall not indemnify, hold harmless, nor assume any liability for Client's own negligence or intentional wrongdoing. Wallace shall have no up-front duty to defend Client against Claims nor shall any duty to defend be inferred or interpreted in construction of this Agreement. Wallace will reimburse Client for its reasonable defense costs and expenses awarded to Client under applicable law for awards to a prevailing party in proportion to Wallace's adjudicated liability for negligent acts, errors, or omissions.

The Client shall indemnify and hold harmless Wallace and all of its personnel from and against third party Claims to the extent caused by the negligent act or omission and/or strict liability of Client, anyone employed by the Client, or anyone for whose acts the Client may be liable. Client shall not indemnify, hold harmless, nor assume any liability for Wallace's own negligence or intentional wrongdoing.

#### **CONSEQUENTIAL DAMAGES**

Neither party shall be liable to the other for loss of profits or revenue; loss of use or opportunity; loss of good will; cost of substitute facilities, goods, or services; cost of capital; or for any special, consequential, indirect, punitive or exemplary damages.

#### **FORCE MAJEURE**

In the event either party is unable to perform its obligations under the terms of this Agreement because of strikes, work stoppages, accidents, acts of war or terrorism, civil or military disturbances, nuclear or natural catastrophes or acts of God, and interruptions, loss or malfunctions of utilities, communications or computer (software and hardware) services, epidemics, pandemics or outbreak of communicable disease; quarantines; national or regional emergencies or other causes reasonably beyond its reasonable control, such party shall not be liable for damages to the other for any damages resulting from such failure to perform or otherwise from such causes.

#### **TERMINATION OF SERVICES**

This agreement may be terminated upon 10 days written notice by either party should the other fail to perform its obligations hereunder. In the event of termination, Client shall pay Wallace for all services and reimbursable expenses to the date of termination. Termination expenses are in addition to compensation for the services of the Agreement and include expenses directly attributable to termination for which Wallace is not otherwise compensated.

#### **ACCESS TO SITE**

Unless otherwise stated, Wallace will have access to the site for activities necessary for the performance of the services. Wallace will take precautions to minimize damage due to these activities but has not included in the fee the cost of restoration of any resulting damage.

#### **HAZARDOUS MATERIALS**

Wallace shall have no responsibility for the discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials or toxic materials in any form at the Project site.

Jason Olsen  
Exhibit D: Terms and Conditions – Ruby Grant Park Master Plan  
October 23, 2025  
Page D3

**OWNERSHIP OF DOCUMENTS**

All documents, technical reports, letters, photos, calculations, designs, plans, specifications, reports, or similar documents of any kind furnished by Wallace are “Instruments of Services.” Ownership of all Instruments of Services shall remain with Wallace.

**MEANS AND METHODS**

Wallace shall not be responsible for the construction means, methods, techniques, sequencing or procedures or for safety precautions and programs in connection with the Work, nor shall Wallace be responsible for the Construction Contractor's failure to carry out the work in accordance with the Drawings and Specifications.

**MAINTENANCE OF INSURANCE**

Until the services covered by this Agreement are completed plus for a period of twelve (12) months after completion of services, Wallace shall maintain (a) workers compensation insurance in accordance with state law and (b) liability insurance covering the type and variety of services Wallace provides under this agreement.

**APPLICABLE LAW**

Unless otherwise specified, this agreement shall be governed by the laws of the state in which the project is located.



October 23, 2025

Jason Olsen  
Director of Parks and Recreation  
City of Norman  
225 North Webster Ave  
Norman, Oklahoma 73069

RE: Multi-Sports Park Master Plan  
Norman, Oklahoma  
Wallace Project No. 2540386

Dear Jason:

At your request, we have assembled a proposed scope of services and fees for landscape architectural services on the project referenced above. The following exhibits are included below for your review:

- Exhibit A: Project Understanding
- Exhibit B: Scope of Services – Landscape Architecture
- Exhibit C: Proposed Fees
- Exhibit D: Terms and Conditions

We appreciate the opportunity to provide this proposal and look forward to working with the City of Norman on this project. If you have any questions or need additional information, please do not hesitate to contact us.

Sincerely,

Jeremy Belitz, PLA  
Director of Landscape Architecture

Alan Taylor, PE  
Principal in Charge

cc: File

Please sign and return one copy of this page as acceptance of this Proposal and authorization to proceed. Upon Client's authorization to commence the Services, whether in writing or not, the Terms and Conditions below shall govern and control over any prior or ancillary documents or agreements. Payment obligations exist prior to and during the professional services contract negotiation process and survives even if a professional services contract is never negotiated or finalized.

Name: \_\_\_\_\_ Date: \_\_\_\_\_

## EXHIBIT A: PROJECT UNDERSTANDING

---

Project Name: Multi-Sports Park Master Plan  
Location: Norman, Oklahoma  
Wallace Project No.: 2540386

Our proposed fees and scope of services are based on our understanding of the project as outlined below. This understanding is based on our discussions of the project.

### GENERAL:

- Description: Wallace Design Collective will prepare a master plan report for a new Multi-Sports Park. The plan report will focus on proposed improvements and programs for outdoor activities. Areas of emphasis will be determined through stakeholder engagement meetings.

### LANDSCAPE ARCHITECTURAL SCOPE:

- Existing Conditions Plan: GIS data and aerial imagery will be utilized to develop an existing conditions plan diagram. A site visit with representatives from the parks and recreation staff and design team will be organized to review existing park facilities.
- Stakeholder Engagement: Input meetings will be held with representatives from the parks and recreation staff, and user groups for specific park programs
- Master Plan Report: The final report will include a site plan rendering of proposed improvements with keynote descriptions.
- Cost Estimate and Phasing: Cost estimates will be prepared for proposed improvements. The report will include a phasing diagram with associated costs for future implementation.
- Approximate site size: 40 acres

### SURVEY:

- Existing record documents will be utilized for background files to prepare plan diagrams. Survey services are not provided in this scope of work. If surveying is determined to be needed for specific areas during the planning process fees can be provided as an additional service.

## **EXHIBIT B: SCOPE OF SERVICES – LANDSCAPE ARCHITECTURE**

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Project Name: Multi-Sports Park Master Plan  
 Location: Norman, Oklahoma  
 Wallace Project No.: 2540386

Our proposed landscape architectural services fees are based on the following scope of services. Should additional scope items be desired, please notify us to allow for modifications to our proposed fees.

### **EXISTING CONDITIONS:**

- Kickoff meeting with design team and representatives from the parks and recreation staff
- Utilize GIS data to prepare an existing site plan with topography, floodplains, drainage features, utilities, easements, property boundaries, vegetation, pavement, building and structures
- Site visit to inventory existing conditions of park facilities
- Initial list of proposed improvements and cost estimating as required

### **STAKEHOLDER ENGAGEMENT:**

- Site plan diagram of existing park facilities for review and input
- Meeting(s) with user groups for specific park programs (maximum of 2)
- Meeting(s) with representatives from the parks and recreation staff (maximum of 2)
- Provide cost estimate information for proposed improvements

### **MASTER PLAN REPORT:**

- Site plan rendering of proposed improvements with key note descriptions
- Provide cost estimate information for proposed improvements
- Meeting(s) with representatives from the parks and recreation staff (maximum of 1)

### **COST ESTIMATE AND PHASING:**

- Provide cost estimate information for proposed improvements
- Phasing diagram for implementation based on stakeholder priorities and critical path of construction
- Presentation of master plan report at Board of Parks Commissioners Meeting if necessary

### **SERVICES NOT INCLUDED:**

- Site topographic survey
- Review or make any environmental recommendations
- Drainage problems that cannot be solved by surface flow into existing storm system (i.e., the addition of surface drains between buildings or storm sewer extensions)
- Onsite detention or floodplain related issues
- Infrastructure Development Process (IDP) or Privately Funded Public Improvement (PFPI)
- Storm Water Pollution Prevention Plan
- USACE (Corps) coordination and permitting including endangered species presence/absence survey and wetland determination/delineation
- Redesign of city streets
- Alley, easement, and access changes, additions or modifications
- Traffic studies or improvements
- Platting, rezoning or variances
- Locating underground utility lines not indicated by their respective owners
- Utility line extensions to the site
- Review or make any environmental recommendations
- Construction documents
- Construction observations
- IBC-mandated Special Inspections as required by Chapter 17 of the International Building Code
- Geotechnical investigation
- Pavement section design
- Building demolition plans or coordination regarding asbestos and/or lead paint abatement
- Title and easement research

Jason Olsen  
Exhibit B: Landscape Architectural Scope of Services – Multi-Sports Park Master Plan  
October 23, 2025  
Page B2

- FEMA information, if applicable
- Private utility locating service
- Fire flow tests
- Electrical circuitry or wiring design
- Pool mechanical or structural design
- Building roof garden waterproofing design
- Structural design of walls or outdoor structures
- Mechanical design of water features

**REIMBURSABLE EXPENSES:**

- Expenses such as travel and lodging, reproduction, plotting, express delivery and shipping are considered reimbursable expenses and will be billed at 1.0 times cost.

**ADDITIONAL SERVICES:**

- Services such as revisions, design for unforeseen conditions and items not included in the Scope of Services above will be considered additional services. Please refer to the Terms and Conditions for more information.
- To be provided if approved in advance on an hourly or flat fee basis, to be determined
- Review meetings in addition to those denoted above

**EXHIBIT C: PROPOSED FEES**

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Project Name: Multi-Sports Park Master Plan  
Location: Norman, Oklahoma  
Wallace Project No.: 2540386

We propose to provide landscape architectural services on a fixed fee basis:

Existing Conditions Plan	\$ 4,000
Stakeholder Engagement	\$ 4,750
Master Plan Report	\$ 10,000
Cost Estimate and Phasing	\$ 4,000
<b>TOTAL</b>	<b>\$ 22,750</b>

Our current hourly rates are:

Principal	\$230	Technical Designer II	\$160
Associate	\$210	Technical Designer I	\$150
Professional Engineer II	\$175	BIM Technician III	\$145
Professional Engineer I	\$160	BIM Technician II	\$135
Intern Engineer	\$150	BIM Technician I	\$125
GIS Specialist	\$150	Engineering Coordinator	\$115
Director, Landscape Architecture	\$210	Landscape Architect II	\$160
Land Planner II	\$175	Landscape Architect I	\$130
Land Planner I	\$160	Intern Landscape Architect	\$110
Professional Land Surveyor II	\$175	Survey Technician II	\$155
Professional Land Surveyor I	\$160	Survey Technician I	\$120
Intern Land Surveyor	\$150	Instrument Person	\$100
Survey Party Chief	\$145		
Information Technologist	\$160	Administrative	\$110

**REIMBURSABLE EXPENSES:**

Expenses such as travel and lodging, reproduction, plotting, express delivery and shipping are considered reimbursable expenses and will be billed at 1.0 times cost.

Expenses such as subconsultant testing services, geotechnical engineering services or other specialty consulting services will be billed at 1.10 times cost.

**ADDITIONAL SERVICES:**

Services such as revisions, design for unforeseen conditions and items not included the Scope of Services presented above will be considered additional services. Please refer to the Terms and Conditions for more information.

## **EXHIBIT D: TERMS AND CONDITIONS**

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Project Name: Multi-Sports Park Master Plan  
Location: Norman, Oklahoma  
Wallace Project No.: 2540386

### **FEE**

Wallace Design Collective, PC ("Wallace") shall perform the services outlined in this Agreement for the stated Fee Arrangement.

- Where the Fee Arrangement is to be Fixed Fee, the fees are for the Scope of Services listed in the Agreement.
- Where the Fee Arrangement is to be on an hourly basis, the rates shall be those that prevail at the time services are rendered.
- Where the Fee Arrangement is to be on an hourly basis and a maximum Total Fee is offered, the Total Fee, excluding Reimbursable Expenses, shall not exceed the stated maximum.
- Where the Fee Arrangement is to be on an hourly basis and an estimate of the Total Fee is offered, the Total Fee, excluding Reimbursable Expenses, shall not be exceeded by more than ten percent without written approval of the Client.
- Where the Fee Arrangement is to be a percentage of the construction cost of the project, progress payments for each phase listed in the Scope of Services listed in the Agreement shall be calculated by multiplying the phase's respective percentage of the Total Fee by the most recent budget for the Cost of the Work (Construction Cost). Compensation for completed work shall not be reduced based on subsequent updates to the Owner's budget for the Cost of the Work.

If the Scope of Services covered by this Agreement has not been completed within twelve (12) months of the Contract Date, through no fault of Wallace, fees for Services beyond that time shall be equitably adjusted, or they shall be determined on an hourly basis at Wallace's prevailing hourly rates.

### **REIMBURSABLE EXPENSES**

Reimbursable Expenses are expenses incurred in connection with the project including, but not limited to, transportation, meals and lodging for travel, overnight deliveries, courier services, professional services, sales taxes, and the cost of reproductions beyond those normally required for coordination and information purposes.

### **ADDITIONAL SERVICES**

Services such as major revisions, resolving unforeseen conditions and items not included in the Scope of Services listed in the Agreement shall be considered Additional Services. Fees for Additional Services shall be determined on an hourly basis at Wallace's prevailing rates unless otherwise agreed in writing by Client and Wallace. Additional Services must be requested in writing and will not proceed without written authorization.

### **BILLINGS / PAYMENT**

Invoices submitted for services and reimbursable expenses shall be considered past due if not paid within 30 days after the invoice date, and Wallace may, without waiving any claim or right against Client, and without liability whatsoever to Wallace, terminate the performance of the service. Retainers shall be credited on the final invoice. A service charge will be charged at 1.5% (or the maximum interest rate allowed by law) per month on the unpaid balance. Upon acceptance of this Proposal and authorization to start work, Client agrees to submit payment pursuant to the terms of this Proposal. This payment obligation exists in the event that professional services contract negotiations commence after authorization to proceed, and survives even if a professional services contract is never negotiated or finalized.

Jason Olsen  
Exhibit D: Terms and Conditions – Multi-Sports Park Master Plan  
October 23, 2025  
Page D2

#### **STANDARD OF CARE**

The standard of care for all professional services performed or furnished by Wallace under this Agreement will be the care and skill ordinarily used by members of Wallace's profession practicing under similar circumstances at the same time and in the same locality. Wallace makes no warranty, express or implied, under this Agreement or otherwise, in connection with Wallace's services.

#### **INDEMNIFICATION**

Wallace shall indemnify and hold harmless Client and all of its personnel from and against third party claims, damages, losses, and expenses, including reasonable attorney fees recoverable under applicable law, ("Claims") to the extent caused by the negligent act, error, or omission of Wallace, anyone employed by Wallace, or anyone for whose acts Wallace may be liable in the performance of professional services. Wallace shall not indemnify, hold harmless, nor assume any liability for Client's own negligence or intentional wrongdoing. Wallace shall have no up-front duty to defend Client against Claims nor shall any duty to defend be inferred or interpreted in construction of this Agreement. Wallace will reimburse Client for its reasonable defense costs and expenses awarded to Client under applicable law for awards to a prevailing party in proportion to Wallace's adjudicated liability for negligent acts, errors, or omissions.

The Client shall indemnify and hold harmless Wallace and all of its personnel from and against third party Claims to the extent caused by the negligent act or omission and/or strict liability of Client, anyone employed by the Client, or anyone for whose acts the Client may be liable. Client shall not indemnify, hold harmless, nor assume any liability for Wallace's own negligence or intentional wrongdoing.

#### **CONSEQUENTIAL DAMAGES**

Neither party shall be liable to the other for loss of profits or revenue; loss of use or opportunity; loss of good will; cost of substitute facilities, goods, or services; cost of capital; or for any special, consequential, indirect, punitive or exemplary damages.

#### **FORCE MAJEURE**

In the event either party is unable to perform its obligations under the terms of this Agreement because of strikes, work stoppages, accidents, acts of war or terrorism, civil or military disturbances, nuclear or natural catastrophes or acts of God, and interruptions, loss or malfunctions of utilities, communications or computer (software and hardware) services, epidemics, pandemics or outbreak of communicable disease; quarantines; national or regional emergencies or other causes reasonably beyond its reasonable control, such party shall not be liable for damages to the other for any damages resulting from such failure to perform or otherwise from such causes.

#### **TERMINATION OF SERVICES**

This agreement may be terminated upon 10 days written notice by either party should the other fail to perform its obligations hereunder. In the event of termination, Client shall pay Wallace for all services and reimbursable expenses to the date of termination. Termination expenses are in addition to compensation for the services of the Agreement and include expenses directly attributable to termination for which Wallace is not otherwise compensated.

#### **ACCESS TO SITE**

Unless otherwise stated, Wallace will have access to the site for activities necessary for the performance of the services. Wallace will take precautions to minimize damage due to these activities but has not included in the fee the cost of restoration of any resulting damage.

#### **HAZARDOUS MATERIALS**

Wallace shall have no responsibility for the discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials or toxic materials in any form at the Project site.

Jason Olsen  
Exhibit D: Terms and Conditions – Multi-Sports Park Master Plan  
October 23, 2025  
Page D3

**OWNERSHIP OF DOCUMENTS**

All documents, technical reports, letters, photos, calculations, designs, plans, specifications, reports, or similar documents of any kind furnished by Wallace are “Instruments of Services.” Ownership of all Instruments of Services shall remain with Wallace.

**MEANS AND METHODS**

Wallace shall not be responsible for the construction means, methods, techniques, sequencing or procedures or for safety precautions and programs in connection with the Work, nor shall Wallace be responsible for the Construction Contractor’s failure to carry out the work in accordance with the Drawings and Specifications.

**MAINTENANCE OF INSURANCE**

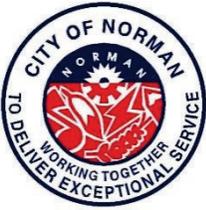
Until the services covered by this Agreement are completed plus for a period of twelve (12) months after completion of services, Wallace shall maintain (a) workers compensation insurance in accordance with state law and (b) liability insurance covering the type and variety of services Wallace provides under this agreement.

**APPLICABLE LAW**

Unless otherwise specified, this agreement shall be governed by the laws of the state in which the project is located.

**File Attachments for Item:**

7. CONSIDERATION OF ACKNOWLEDGEMENT, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF RECEIPT OF THE NORMAN FORWARD FINANCIAL OVERSIGHT BOARD ANNUAL REPORT FROM JANUARY 1, 2025, THROUGH DECEMBER 31, 2025.



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 01/27/2026

**REQUESTER:** Jacob Huckabaa, Budget Analyst

**PRESENTER:** Jacob Huckabaa, Budget Analyst

**ITEM TITLE:** CONSIDERATION OF ACKNOWLEDGEMENT, ACCEPTANCE, REJECTION, AND/OR POSTPONEMENT OF RECEIPT OF THE NORMAN FORWARD FINANCIAL OVERSIGHT BOARD ANNUAL REPORT FROM JANUARY 1, 2025, THROUGH DECEMBER 31, 2025.

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### BACKGROUND:

On October 13, 2015, the voters of Norman approved Ordinance O-1516-5, which levied a one-half percent (1/2%) NORMAN FORWARD Sales Tax (NFST) for a 15-year period. This Ordinance directed the establishment by Council of a citizen oversight board to review expenditures of NFST moneys and submit recommendations to Council regarding the expenditures.

In response to this direction, the City Council established the NORMAN FORWARD Citizen Financial Oversight Board (CFOB) by Resolution R-1516-75, on December 22, 2015. The Board is directed by the Resolution to:

“Review actual and projected Norman Forward Sales Tax (NFST) revenues; recommend a mix of project financing versus pay as you go ("paygo"); review the pace and sequencing of construction projects; review all Council actions related to expenditures of NFST moneys; recommend strategies for long-term operations and maintenance of facilities; report to Council from time to time as warranted and provide an annual report to Council; perform such other duties related to Norman Forward as the Council directs by motion or resolution; create policies and procedures as guidelines for the functioning of the NFST CFOB in areas including but not limited to attendance, receiving public testimony, structure or format of meetings, frequency of public hearings; and be willing to assign a NFST CFOB member to serve with and act as a liaison to certain Advisory Committees that Council may form from time to time regarding specific Norman Forward Projects related to Libraries, Senior Center, Westwood Pool replacement, Indoor Aquatics, Football/Softball Sport Complex, Griffin Park Soccer improvements, Ruby Grant Park improvements, Reaves Park baseball improvements, Andrews Park improvements, Westwood Tennis facilities, Trail development, and Neighborhood Park improvements.”

**DISCUSSION:**

The CFOB began meeting in January 2016. The Board has met periodically since that time and reviewed the Council actions related to the expenditure of the NFST funds. An Annual Report for the period of January 1, 2025, through December 31, 2025, was adopted for presentation to the Council at the Board's January 9, 2025, meeting. The attached Annual Report focuses on the Board's review of the progress made in implementing the NORMAN FORWARD program. The most recently updated financial reports presented to the CFOB are attached to the Report along with the most recently reviewed Pro Forma analysis for the Norman Forward period. This Pro Forma analysis shows that the projects are being managed to be completed within projected revenues.

**RECOMMENDATION:**

It is recommended that the Council accept the NORMAN FORWARD Citizen Financial Oversight Board's Annual Report for the period of January 1, 2025, through December 31, 2025.

**THE CITY OF NORMAN/NORMAN MUNICIPAL AUTHORITY  
NORMAN FORWARD CITIZEN FINANCIAL OVERSIGHT BOARD  
ANNUAL REPORT  
FOR THE PERIOD JANUARY 1, 2025 – DECEMBER 31, 2025**

The NORMAN FORWARD Citizen Financial Oversight Board (CFOB) was established by the City Council (Resolution R-1516-75) on December 22, 2015 to “review actual and projected Norman Forward Sales Tax (NFST) revenues; recommend a mix of project financing versus pay as you go ("paygo"); review the pace and sequencing of construction projects; review all Council actions related to expenditures of NFST moneys; recommend strategies for long-term operations and maintenance of facilities; report to Council from time to time as warranted and to provide an annual report to Council; perform such other duties related to Norman Forward as the Council directs by motion or resolution; create policies and procedures as guidelines for the functioning of the NFST CFOB in areas including but not limited to attendance, receiving public testimony, structure or format of meetings, frequency of public hearings; and be willing to assign an NFST CFOB member to serve with and act as a liaison to certain Advisory Committees that Council may form from time to time regarding specific Norman Forward Projects related to Libraries, Senior Center, Westwood Pool replacement, Indoor Aquatics, Football/Softball Sport Complex, Griffin Park Soccer improvements, Ruby Grant Park improvements, Reaves Park baseball improvements, Andrews Park improvements, Westwood Tennis facilities, Trail development, and Neighborhood Park improvements.”

There are nine Board members, with terms expiring as follows:

Erik Paulson; December 22, 2027  
Linda Price; December 22, 2027  
Andy Rieger; December 22, 2027  
Alva Brockus; December 22, 2028  
Cynthia Rogers; December 22, 2028  
Zachary Simpson; December 22, 2028  
Shanon Buckingham; December 22, 2026  
Christopher Housman; December 22, 2026  
Andy Sherrer; December 22, 2026

The Board will continue in existence until the NFST term has expired, all NFST revenues have been expended or allocated, or a final report is made to Council, whichever occurs latest.

The voters of Norman, on October 13, 2015, approved the City of Norman’s Ordinance O-1516-5, which authorized a 15-year, ½ percent sales tax, primarily to pay for quality of life improvements including the following:

- New Central Branch Library - \$39,000,000 (Completed 11/2019; \$35,010,261)
- New East Branch Library - \$5,100,000 (Completed 7/2018; \$4,794,304)
- James Garner Avenue Extension - \$6,000,000 (Completed 9/2024; \$5,856,683)
- New Indoor Aquatic Facility - \$14,000,000 (“YFAC” Completed 2/2024)
- Westwood Pool Reconstruction - \$12,000,000 (Completed 5/2017; \$11,763,800)
- Westwood Tennis Center - \$1,000,000 (Completed 9/2018; \$1,801,277)
- Reaves Park Baseball Complex - \$10,000,000 (Completed 3/2023; \$9,987,746)
- Griffin Park Land Purchase - \$10,000,000 (Now \$2,400,000; Completed 7/2025)
- Griffin Park Soccer Complex - \$11,000,000 (Completed 9/2023; \$13,140,363)
- New Football/Softball Complex - \$2,500,000 (Completed 10/2022; \$2,467,946)
- New Indoor Multi-Sport Facility - \$8,500,000 (“YFAC” Completed 2/2024; \$48,490,755 – All Sources)
- New Neighborhood Park Development - \$2,000,000
- Existing Neighborhood Park Improvements - \$6,500,000
- New Trail Development (Legacy Trail) - \$6,000,000 (Now \$4,500,000)
- Ruby Grant Park (Phase I) - \$6,000,000 (Completed 11/2020; \$6,146,426)
- Saxon Park Development (Phase II) - \$2,000,000
- Andrews Park Redevelopment - \$1,500,000 (Completed 11/2019; \$1,493,251)
- Canadian River Trails Park Development - \$2,000,000
- Road and Infrastructure Improvements - \$2,700,000
- Senior Citizen’s Center – TBD \*(“AWE Center” Completed 11/2023; \$14,154,421 – All Sources)
- Public Art Installations – TBD (Near Completion \$1,122,191)

Other authorized NORMAN FORWARD expenditures could include operating subsidies to the Indoor Aquatic Facility and Westwood Aquatic Center; capital replacement; and/or maintenance and support personnel.

The Citizen Financial Oversight Board (CFOB) began meeting in January, 2016 and has been reviewing documents, reports and Council actions since then. During this reporting period, meetings of the full CFOB were held on January 10, 2025; March 14, 2025; May 9, 2025; July 11, 2025; September 12, 2025; and November 14, 2025. Significant items discussed and reviewed over the current reporting period include the following:

- Completion and operation of the major “brick and mortar” facility construction projects included in the NORMAN FORWARD program.
- Concerns with the Norman Public Library Central building
- Saxon Park project, and coordination with Public Works for a roadway expansion project connecting the park to Technology Place utilizing Norman Forward and City Capital Funds
- Purchase of the Griffin Park property from the Oklahoma Department of Mental Health and Substance Abuse.

### **NORMAN FORWARD Implementation Plan**

The Norman Forward Project Implementation Plan (IP) was originally prepared by City staff and the Program Management Consultant, ADG. The Board was provided with updates to the project timing schedules included in the IP throughout the current reporting period. The Implementation Plan continues to be a “living” document which will change over time. The Board will review the IP on at least a semi-annual basis, with further updates as necessary based on major project milestones being achieved.

### **NORMAN FORWARD Pro Forma Financial Projections**

The Board requested City staff, in conjunction with the City’s Financial Advisory team, to prepare Pro Forma Financial Projections for the entire 15-year NORMAN FORWARD program. Based on the project budgets and other expense assumptions, sales and use tax revenue projections, and debt issuance and interest rate projections, the Pro Forma projections were prepared to answer basic questions of, given these logical assumptions, will NORMAN FORWARD be financially able to deliver the projects that were promised to the voters? Will there be “excess” money during the NFST collection period or left over at the end for other projects or needs? Will there be cash flow concerns during interim time periods of NORMAN FORWARD’s tenure, which will require changes to the timing of pay-as-you-go projects? The most recently-updated Pro Forma projections are attached to this report.

The Pro Forma financials have been updated and presented to the Board periodically. The Board adopted changes to the revenue growth rate assumptions for sales tax (from 4.25% to 2%) and use tax (from 4% to 5%) that are built into the pro forma analyses.

As illustrated below, the NORMAN FORWARD Sales Tax and Use Tax collection rates have varied over their life, with sales tax growth beginning slower than projected but increasing in recent years. Use tax collections have been consistently above projections. Total sales and use tax revenue collections are currently about two percent (3%) below the original projections.

The Board and ultimately the City Council/Norman Municipal Authority have adapted well to changes necessitated by the financial realities presented in the Pro Forma and will be directed to continue to do so.

### **NORMAN FORWARD Revenue Collections vs. Original (2015) and Fiscal Year Projections as of January, 2026**

	Original (2015) Projection	Fiscal Year Projection	ACTUAL PROJECTION	VARIANCE (%) From Original	VARIANCE (%) From Fiscal Year
<b>Sales Tax</b>	\$ 116,775,512	\$ 105,416,919	\$ 103,831,580	-11.08%	-1.50%
<b>Use Tax</b>	\$ 4,748,296	\$ 11,594,702	\$ 13,632,583	187.10%	17.58%
<b>TOTAL</b>	\$ 121,523,808	\$ 117,011,621	\$ 117,464,163	-3.34%	0.39%

## **NORMAN FORWARD Revenue and Expenditure Reports**

At each of its meetings, the Board is presented with financial reports on projected and actual sales tax collections and expenditures by project. The most recent of these reports are attached. The Board understands that the financial information will become more and more meaningful as NFST collections are received and actual collection patterns progress, and as projects progress and their related expenditures can be measured versus preliminary project budgets. Supplemental funding from external sources has been allocated to projects in some cases and some re-allocation of funding between projects has been directed by the Council and approved by the Board. Overall, the Board is encouraged by the program's financial resiliency on a net basis.

## **NORMAN FORWARD Sales Tax Collection Concerns**

Beginning in March, 2017, the Board began discussing concerns with sales tax collections being below projections. Although use tax collection has been quite a bit above projections recently, actual sales and use tax collections combined have been approximately 3.34% below the original projections (see attached Sales Tax Revenue reports). This condition has actually improved substantially from previous reporting periods. The Board restates its recommendation to Council, however, that all savings on the NORMAN FORWARD projects should be retained to make up for shortfalls in projects and revenue and not used for project add-ons.

## **NORMAN FORWARD Ad Hoc Project Committee Liaisons**

A part of the original direction from the City Council to the Citizen Financial Oversight Board was for the CFOB to appoint a Member to act as a Liaison to each of the Ad Hoc Project Committees appointed to consider design and construction specifications for each of the major NORMAN FORWARD projects. The Board has appointed the following members to these Liaison roles, to date:

Senior Citizen's Center – Completed  
 Griffin Park Soccer Complex – Completed  
 Reaves Park Baseball/Softball Complex – Completed  
 Indoor Aquatic Center/Indoor Multi-Sport Center – Completed  
 Ruby Grant Park – Completed  
 Youth Football/Adult Softball Facility – Completed  
 Saxon Community Park – Cynthia Rogers

## **Completion of Major NORMAN FORWARD Projects**

As previously discussed, the major "brick and mortar" projects paid for by the NFST have been completed. The Board is pleased to report that these projects have for the most part been completed on time and within their budgets, supplemented in some cases by outside funding sources (CARES Act, Norman Regional Hospital, Federal Transit Administration, etc.). These project completion finances are summarized in the attached Completed Project Cost Report (as of December 2025).

### **CFOB Review of City Council Actions**

At each of its meetings, the CFOB receives and reviews any City Council or Norman Municipal Authority actions that have been taken since the CFOB last met that impact the NORMAN FORWARD Sales Tax program. The Board has an understanding of its review authority and its ability to timely report back to the Council and/or the public on any Council/NMA actions which the Board believes would not be in the best interest of the NORMAN FORWARD program, or which the Board may believe to be in conflict with the tenets of the NORMAN FORWARD Ordinance.

### **NORMAN FORWARD Program Management Consultant**

Early in the implementation of the NORMAN FORWARD program, it was determined by the City Council that there would be a need to retain an outside architectural/engineering consultant to act as a “Program Manager”, with the stated goal of helping to deliver the promised projects on time and within their financial budgets. ADG Professional Corporation was selected to fill this role. As the major “brick and mortar” construction projects in the Norman Forward program have been completed or are nearing completion, the services of the Program Manager to the CFOB have terminated. The Board has had ongoing discussion of the potential contributions to the problems at the Norman Public Library Central project due to insufficient oversight by the Project Manager.

### **Norman Public Library Central Water Infiltration Issues**

Throughout the reporting period, the Board has received reports on the status of the completed Norman Public Library, Central (NPL Central) project and water infiltration issues that have led to the temporary closure of the facility less than five years into its useful life. The Board understands that its role is limited to oversight of the NORMAN FORWARD Sales and Use Tax contributions to the construction of the facility, and that role has been served well, with the project coming in on time and well below its budgeted cost. The Board believes that it has a responsibility to continue to monitor the situation at the Central NPL, and the resulting litigation, due to the negative public reflection of the closure on the NORMAN FORWARD program as a whole. The Board appreciates receiving ongoing status reports from Program Managers on the project and will continue to include information in reports to the public.

### **Griffin Land Purchase**

Through mutual agreement with the Oklahoma Department of Mental Health and Substance Abuse Services, a long-term lease of the Griffin Park land was negotiated for \$80,000 per year (\$2,400,000 over the life of NORMAN FORWARD). The City Council re-programmed the remaining \$7,600,000 originally allocated for the purchase of the Griffin Park land for construction of the Senior Citizen’s Center.

On July 22, 2025, Norman City Council approved a purchase with Oklahoma Department of Mental Health and Substance Abuse Services for the Griffin property. The Final purchase price was \$3,306,811. \$2,400,000 of this purchase came from the remaining Griffin Park Land Purchase allocation of Norman Forward Sales Tax Revenue with the remaining amount coming from the City’s Capital Fund. The Board received regular status updates on the negotiations leading up to the purchase of this property.

**NORMAN FORWARD Project Updates**

At each of its meetings, the Board receives updates on the progress of authorized NORMAN FORWARD projects from the Project Management staff and/or from the related Ad Hoc Group Liaison. The Board has also been given presentations from project architects on the preliminary design and master site plans for major NFST projects. The Board’s discussion of this information forms the basis for Board recommendations on its review of Council actions taken related to the NORMAN FORWARD program.

NORMAN FORWARD is delivering on its promises to the residents of and visitors to Norman. The major Norman Forward projects have been completed and residents of and visitors to Norman will be enjoying them. As the temporary taxing period for Norman Forward enters its final third, the progress of the projects stands out as a significant success.

**NFST Revenue Bonds**

The major NORMAN FORWARD projects were financed through three debt issuances, secured by the Norman Forward Sales Tax, through the Norman Municipal Authority. The revenue generated from these revenue bonds has been spent on the approved project costs. Payment of the debt service on these bonds will become the major expenditure of Norman Forward funds in the coming years.

**Summary**

Summarized information on collections and expenditures from the Norman Forward Sales Tax, along with the most recently-updated Pro Forma Financial Projections prepared for the CFOB is attached.

The NORMAN FORWARD Citizen Financial Oversight Board is extremely excited about the progress of the NFST program to date. The CFOB remains committed to ensuring that all of the projects approved by the voters in the Norman Forward Sales Tax will be completed at the level that can be supported by available revenues.

The Council/Norman Municipal Authority actions taken to implement the NFST Ordinance have been in compliance with the direction approved by the voters of Norman. While there are concerns about the shortfall in sales tax revenue, a great deal of credit is

due to the engaged Norman public, the City Council, the financial involvement of the Norman Municipal Authority, the various Ad Hoc project committees, City staff, and the program management firm for this progress. The mix of debt financing to complete the projects in advance of the tax revenues being received has been appropriated to complete the major projects years ahead of the tax collections. The City/NMA has been extremely successful in generating funding from other sources to supplement the Norman Forward projects, and the Council has made prudent decisions in re-allocating funds between Norman Forward projects where necessary.

The Board looks forward to its continuing role in the success of the NORMAN FORWARD program.

**NORMAN FORWARD SALES TAX REVENUE, VERSUS PROJECTION  
BY FISCAL YEAR**

COMPARED TO 7/2015 PROJECTION

Item 3.

MONTH	BY FISCAL YEAR			COMPARED TO 7/2015 PROJECTION		
	PROJECTED	ACTUAL	% VARIANCE	ACTUAL	PRELIMINARY PROJECTION*	% VARIANCE
March, 2016	\$ 765,813	\$ 728,243	-4.91%	\$ 728,243	\$ 760,927	-4.30%
April, 2016	\$ 737,709	\$ 776,747	5.29%	\$ 776,747	\$ 733,003	5.97%
May, 2016	\$ 796,539	\$ 802,418	0.74%	\$ 802,418	\$ 791,458	1.38%
June, 2016	\$ 820,638	\$ 729,175	-11.15%	\$ 729,175	\$ 815,402	-10.57%
July, 2016	\$ 771,629	\$ 758,153	-1.75%	\$ 758,153	\$ 760,692	-0.33%
August, 2016	\$ 811,311	\$ 753,218	-7.16%	\$ 753,218	\$ 799,813	-5.83%
September, 2016	\$ 786,920	\$ 771,583	-1.95%	\$ 771,583	\$ 775,767	-0.54%
October, 2016	\$ 858,715	\$ 816,566	-4.91%	\$ 816,566	\$ 846,544	-3.54%
November, 2016	\$ 798,882	\$ 769,521	-3.68%	\$ 769,521	\$ 787,559	-2.29%
December, 2016	\$ 784,003	\$ 745,468	-4.92%	\$ 745,468	\$ 772,891	-3.55%
January, 2017	\$ 827,244	\$ 796,677	-3.70%	\$ 796,677	\$ 815,519	-2.31%
February, 2017	\$ 980,463	\$ 814,235	-16.95%	\$ 814,235	\$ 966,569	-15.76%
March, 2017	\$ 771,866	\$ 683,655	-11.43%	\$ 683,655	\$ 793,266	-13.82%
April, 2017	\$ 743,541	\$ 768,593	3.37%	\$ 768,593	\$ 764,155	0.58%
May, 2017	\$ 802,832	\$ 758,083	-5.57%	\$ 758,083	\$ 825,095	-8.12%
June, 2017	\$ 827,125	\$ 747,817	-9.59%	\$ 747,817	\$ 850,057	-12.03%
July, 2017	\$ 760,592	\$ 769,840	1.22%	\$ 769,840	\$ 792,140	-2.82%
August, 2017	\$ 798,825	\$ 736,344	-7.82%	\$ 736,344	\$ 855,817	-13.96%
September, 2017	\$ 788,843	\$ 755,105	-4.28%	\$ 755,105	\$ 845,123	-10.65%
October, 2017	\$ 845,645	\$ 800,169	-5.38%	\$ 800,169	\$ 905,977	-11.68%
November, 2017	\$ 787,013	\$ 757,642	-3.73%	\$ 757,642	\$ 843,162	-10.14%
December, 2017	\$ 772,904	\$ 705,659	-8.70%	\$ 705,659	\$ 828,046	-14.78%
January, 2018	\$ 816,503	\$ 829,421	1.58%	\$ 829,421	\$ 874,756	-5.18%
February, 2018	\$ 959,243	\$ 803,901	-16.19%	\$ 803,901	\$ 1,027,679	-21.78%
March, 2018	\$ 758,166	\$ 723,206	-4.61%	\$ 723,206	\$ 846,777	-14.59%
April, 2018	\$ 735,117	\$ 733,040	-0.28%	\$ 733,040	\$ 821,035	-10.72%
May, 2018	\$ 790,948	\$ 801,350	1.32%	\$ 801,350	\$ 883,391	-9.29%
June, 2018	\$ 811,552	\$ 777,694	-4.17%	\$ 777,694	\$ 906,403	-14.20%
July, 2018	\$ 732,971	\$ 792,168	8.08%	\$ 792,168	\$ 849,487	-6.75%
August, 2018	\$ 769,817	\$ 778,107	1.08%	\$ 778,107	\$ 892,189	-12.79%
September, 2018	\$ 748,752	\$ 753,875	0.68%	\$ 753,875	\$ 867,775	-13.13%
October, 2018	\$ 814,936	\$ 814,292	-0.08%	\$ 814,292	\$ 944,481	-13.78%
November, 2018	\$ 758,434	\$ 769,806	1.50%	\$ 769,806	\$ 878,997	-12.42%
December, 2018	\$ 744,837	\$ 755,617	1.45%	\$ 755,617	\$ 863,238	-12.47%
January, 2019	\$ 786,853	\$ 862,016	9.55%	\$ 862,016	\$ 911,933	-5.47%
February, 2019	\$ 924,409	\$ 801,472	-13.30%	\$ 801,472	\$ 1,071,356	-25.19%
March, 2019	\$ 730,634	\$ 686,081	-6.10%	\$ 686,081	\$ 882,765	-22.28%
April, 2019	\$ 708,422	\$ 770,033	8.70%	\$ 770,033	\$ 855,929	-10.04%
May, 2019	\$ 762,226	\$ 762,196	0.00%	\$ 762,196	\$ 920,936	-17.24%
June, 2019	\$ 782,081	\$ 809,526	3.51%	\$ 809,526	\$ 944,925	-14.33%
July, 2019	\$ 763,597	\$ 768,847	0.69%	\$ 768,847	\$ 887,108	-13.33%
August, 2019	\$ 800,628	\$ 761,846	-4.84%	\$ 761,846	\$ 930,129	-18.09%
September, 2019	\$ 778,646	\$ 788,095	1.21%	\$ 788,095	\$ 904,591	-12.88%
October, 2019	\$ 847,316	\$ 844,155	-0.37%	\$ 844,155	\$ 984,369	-14.24%
November, 2019	\$ 788,870	\$ 799,842	1.39%	\$ 799,842	\$ 916,469	-12.73%
December, 2019	\$ 774,718	\$ 812,104	4.83%	\$ 812,104	\$ 899,994	-9.77%
January, 2020	\$ 820,021	\$ 851,020	3.78%	\$ 851,020	\$ 952,659	-10.67%
February, 2020	\$ 958,070	\$ 819,751	-14.44%	\$ 819,751	\$ 1,113,036	-26.35%
March, 2020	\$ 758,559	\$ 720,227	-5.05%	\$ 720,227	\$ 918,709	-21.60%
April, 2020	\$ 738,133	\$ 747,531	1.27%	\$ 747,531	\$ 893,970	-16.38%
May, 2020	\$ 792,526	\$ 702,283	-11.39%	\$ 702,283	\$ 959,846	-26.83%
June, 2020	\$ 813,861	\$ 664,592	-18.34%	\$ 664,592	\$ 985,686	-32.58%
July, 2020	\$ 777,799	\$ 808,364	3.93%	\$ 808,364	\$ 925,809	-12.69%
August, 2020	\$ 814,405	\$ 850,341	4.41%	\$ 850,341	\$ 969,380	-12.28%
September, 2020	\$ 793,231	\$ 779,982	-1.67%	\$ 779,982	\$ 944,177	-17.39%
October, 2020	\$ 862,850	\$ 817,975	-5.20%	\$ 817,975	\$ 1,027,044	-20.36%
November, 2020	\$ 803,681	\$ 779,947	-2.95%	\$ 779,947	\$ 956,616	-18.47%
December, 2020	\$ 789,933	\$ 795,174	0.66%	\$ 795,174	\$ 940,251	-15.43%
January, 2021	\$ 835,910	\$ 865,704	3.56%	\$ 865,704	\$ 994,978	-12.99%
February, 2021	\$ 972,244	\$ 842,592	-13.34%	\$ 842,592	\$ 1,157,255	-27.19%
March, 2021	\$ 771,573	\$ 801,811	3.92%	\$ 801,811	\$ 957,430	-16.25%
April, 2021	\$ 751,969	\$ 733,759	-2.42%	\$ 733,759	\$ 933,104	-21.36%
May, 2021	\$ 804,859	\$ 929,299	15.46%	\$ 929,299	\$ 998,734	-6.95%
June, 2021	\$ 825,105	\$ 946,083	14.66%	\$ 946,083	\$ 1,023,857	-7.60%
July, 2021	\$ 784,866	\$ 976,078	24.36%	\$ 976,078	\$ 965,155	1.13%
August, 2021	\$ 821,805	\$ 986,400	20.03%	\$ 986,400	\$ 1,010,579	-2.39%
September, 2021	\$ 800,438	\$ 1,022,755	27.77%	\$ 1,022,755	\$ 984,304	3.91%
October, 2021	\$ 870,690	\$ 1,064,323	22.24%	\$ 1,064,323	\$ 1,070,693	-0.59%
November, 2021	\$ 810,984	\$ 965,607	19.07%	\$ 965,607	\$ 997,273	-3.18%
December, 2021	\$ 790,508	\$ 992,536	25.56%	\$ 992,536	\$ 972,093	2.10%
January, 2022	\$ 860,624	\$ 1,048,226	21.80%	\$ 1,048,226	\$ 1,058,316	-0.95%
February, 2022	\$ 837,647	\$ 1,029,877	22.95%	\$ 1,029,877	\$ 1,117,876	-7.87%
March, 2022	\$ 797,106	\$ 839,152	5.27%	\$ 839,152	\$ 1,021,865	-17.88%
April, 2022	\$ 758,802	\$ 931,510	22.76%	\$ 931,510	\$ 972,761	-4.24%
May, 2022	\$ 812,172	\$ 1,027,267	26.48%	\$ 1,027,267	\$ 1,041,180	-1.34%
June, 2022	\$ 832,602	\$ 1,061,513	27.49%	\$ 1,061,513	\$ 1,067,371	-0.55%
July, 2022	\$ 985,918	\$ 963,920	-2.23%	\$ 963,920	\$ 1,006,175	-4.20%
August, 2022	\$ 1,032,318	\$ 980,427	-5.03%	\$ 980,427	\$ 1,053,528	-6.94%
September, 2022	\$ 1,005,479	\$ 1,038,038	3.24%	\$ 1,038,038	\$ 1,026,137	1.16%
October, 2022	\$ 1,093,726	\$ 1,057,045	-3.35%	\$ 1,057,045	\$ 1,116,197	-5.30%
November, 2022	\$ 1,018,726	\$ 1,051,427	3.21%	\$ 1,051,427	\$ 1,039,657	1.13%
December, 2022	\$ 1,001,298	\$ 987,149	-1.41%	\$ 987,149	\$ 1,021,871	-3.40%
January, 2023	\$ 1,059,578	\$ 1,047,231	-1.17%	\$ 1,047,231	\$ 1,081,348	-3.16%
February, 2023	\$ 1,232,391	\$ 1,030,515	-16.38%	\$ 1,030,515	\$ 1,257,712	-18.06%
March, 2023	\$ 978,026	\$ 886,958	-9.31%	\$ 886,958	\$ 1,083,842	-18.17%
April, 2023	\$ 953,177	\$ 995,074	4.40%	\$ 995,074	\$ 1,014,103	-1.88%
May, 2023	\$ 1,020,235	\$ 1,030,076	0.96%	\$ 1,030,076	\$ 1,085,448	-5.10%
June, 2023	\$ 1,045,882	\$ 960,987	-8.12%	\$ 960,987	\$ 1,112,734	-13.64%
July, 2023	\$ 1,005,871	\$ 1,020,459	1.45%	\$ 1,020,459	\$ 1,049,174	-2.74%
August, 2023	\$ 1,052,503	\$ 957,439	-9.03%	\$ 957,439	\$ 1,097,822	-12.79%
September, 2023	\$ 1,027,175	\$ 975,085	-5.07%	\$ 975,085	\$ 1,071,403	-8.99%
October, 2023	\$ 1,115,560	\$ 1,056,267	-5.32%	\$ 1,056,267	\$ 1,163,594	-9.22%

November, 2023	\$	1,040,701	\$	1,031,132		-0.92%	\$	1,031,132	\$	1,085,512		-5.01%
December, 2023	\$	1,021,763	\$	995,608		-2.56%	\$	995,608	\$	1,065,758		-6
January, 2024	\$	1,081,299	\$	1,065,861		-1.43%	\$	1,065,861	\$	1,127,857		-5
February, 2024	\$	1,253,059	\$	1,014,214		-19.06%	\$	1,014,214	\$	1,307,013		-22
March, 2024	\$	996,122	\$	894,213		-10.23%	\$	894,213	\$	1,083,171		-17.44%
April, 2024	\$	974,015	\$	997,624		2.42%	\$	997,624	\$	1,059,133		-5.81%
May, 2024	\$	1,041,665	\$	1,006,386		-3.39%	\$	1,006,386	\$	1,132,694		-11.15%
June, 2024	\$	1,065,540	\$	985,624		-7.50%	\$	985,624	\$	1,158,655		-14.93%
July, 2024	\$	1,027,658	\$	992,679		-3.40%	\$	992,679	\$	1,095,552		-9.39%
August, 2024	\$	1,072,597	\$	944,797		-11.92%	\$	944,797	\$	1,143,460		-17.37%
September, 2024	\$	1,047,783	\$	972,648		-7.17%	\$	972,648	\$	1,117,007		-12.92%
October, 2024	\$	1,137,875	\$	1,073,182		-5.69%	\$	1,073,182	\$	1,213,050		-11.53%
November, 2024	\$	1,062,639	\$	966,913		-9.01%	\$	966,913	\$	1,132,844		-14.65%
December, 2024	\$	1,042,891	\$	1,029,554		-1.28%	\$	1,029,554	\$	1,111,791		-7.40%
January, 2025	\$	1,103,957	\$	1,098,231		-0.52%	\$	1,098,231	\$	1,128,913		-2.72%
February, 2025	\$	1,273,906	\$	955,939		-24.96%	\$	955,939	\$	1,281,482		-25.40%
March, 2025	\$	1,014,849	\$	880,095		-13.28%	\$	880,095	\$	1,127,877		-21.97%
April, 2025	\$	995,344	\$	962,464		-3.30%	\$	962,464	\$	1,106,200		-12.99%
May, 2025	\$	1,062,993	\$	968,752		-8.87%	\$	968,752	\$	1,181,384		-18.00%
June, 2025	\$	1,086,284	\$	1,002,792		-7.69%	\$	1,002,792	\$	1,207,268		-16.94%
July, 2025	\$	1,028,893	\$	945,435		-8.11%	\$	945,435	\$	1,143,485		-17.32%
August, 2025	\$	1,071,673	\$	991,745		-7.46%	\$	991,745	\$	1,191,030		-16.73%
September, 2025	\$	1,048,085	\$	987,072		-5.82%	\$	987,072	\$	1,164,815		-15.26%
October, 2025	\$	1,138,612	\$	1,061,557		-6.77%	\$	1,061,557	\$	1,159,276		-8.43%
November, 2025	\$	1,062,471	\$	1,002,326		-5.66%	\$	1,002,326	\$	1,180,804		-15.11%
December, 2025	\$	1,044,682	\$	1,021,363		-2.23%	\$	1,021,363	\$	1,161,032		-12.03%
<b>TOTAL</b>	<b>\$</b>	<b>105,416,919</b>	<b>\$</b>	<b>103,831,580</b>		<b>-1.50%</b>	<b>\$</b>	<b>103,831,580</b>	<b>\$</b>	<b>116,775,512</b>		<b>-11.08%</b>

Item 3.

**NORMAN FORWARD USE TAX REVENUE, VERSUS PROJECTION  
BY FISCAL YEAR**

**COMPARED TO 7/2015 PROJECTION**

MONTH	BY FISCAL YEAR			COMPARED TO 7/2015 PROJECTION			
	PROJECTED	ACTUAL	% VARIANCE	ACTUAL	PRELIMINARY PROJECTION*	% VARIANCE	
March, 2016	\$ 30,808	\$ 40,786	32.39%	\$ 40,786	\$ 30,808	32.39%	
April, 2016	\$ 29,678	\$ 34,397	15.90%	\$ 34,397	\$ 29,678	15.90%	
May, 2016	\$ 32,045	\$ 42,640	33.06%	\$ 42,640	\$ 32,045	33.06%	
June, 2016	\$ 33,014	\$ 39,837	20.67%	\$ 39,837	\$ 33,014	20.67%	
July, 2016	\$ 31,991	\$ 38,889	21.56%	\$ 38,889	\$ 30,799	26.27%	
August, 2016	\$ 36,458	\$ 42,717	17.17%	\$ 42,717	\$ 32,383	31.91%	
September, 2016	\$ 33,558	\$ 30,445	-9.28%	\$ 30,445	\$ 31,409	-3.07%	
October, 2016	\$ 40,673	\$ 33,293	-18.14%	\$ 33,293	\$ 34,275	-2.86%	
November, 2016	\$ 40,492	\$ 39,065	-3.52%	\$ 39,065	\$ 31,887	22.51%	
December, 2016	\$ 37,649	\$ 31,888	-15.30%	\$ 31,888	\$ 31,293	1.90%	
January, 2017	\$ 32,836	\$ 43,537	32.59%	\$ 43,537	\$ 33,019	31.85%	
February, 2017	\$ 40,252	\$ 41,610	3.37%	\$ 41,610	\$ 39,134	6.33%	
March, 2017	\$ 38,396	\$ 33,061	-13.89%	\$ 33,061	\$ 32,118	2.94%	
April, 2017	\$ 32,550	\$ 32,136	-1.27%	\$ 32,136	\$ 30,939	3.87%	
May, 2017	\$ 39,794	\$ 45,568	14.51%	\$ 45,568	\$ 33,406	36.41%	
June, 2017	\$ 39,921	\$ 41,863	4.87%	\$ 41,863	\$ 34,417	21.64%	
July, 2017	\$ 35,217	\$ 44,497	26.35%	\$ 44,497	\$ 32,072	38.74%	
August, 2017	\$ 43,965	\$ 47,476	7.99%	\$ 47,476	\$ 34,650	37.02%	
September, 2017	\$ 36,942	\$ 46,945	27.08%	\$ 46,945	\$ 34,217	37.20%	
October, 2017	\$ 44,773	\$ 55,550	24.07%	\$ 55,550	\$ 36,681	51.44%	
November, 2017	\$ 44,574	\$ 49,820	11.77%	\$ 49,820	\$ 34,138	45.94%	
December, 2017	\$ 41,445	\$ 45,477	9.73%	\$ 45,477	\$ 33,526	35.65%	
January, 2018	\$ 36,146	\$ 66,771	84.72%	\$ 66,771	\$ 35,417	88.53%	
February, 2018	\$ 44,310	\$ 48,593	9.67%	\$ 48,593	\$ 41,609	16.79%	
March, 2018	\$ 42,267	\$ 54,993	30.11%	\$ 54,993	\$ 37,254	47.62%	
April, 2018	\$ 35,833	\$ 50,955	42.20%	\$ 50,955	\$ 31,582	61.34%	
May, 2018	\$ 43,806	\$ 60,102	37.20%	\$ 60,102	\$ 38,610	55.66%	
June, 2018	\$ 43,946	\$ 47,518	8.13%	\$ 47,518	\$ 38,734	22.68%	
July, 2018	\$ 44,900	\$ 46,670	3.94%	\$ 46,670	\$ 31,047	50.32%	
August, 2018	\$ 55,771	\$ 58,648	5.16%	\$ 58,648	\$ 38,564	52.08%	
September, 2018	\$ 47,108	\$ 68,843	46.14%	\$ 68,843	\$ 32,574	111.34%	
October, 2018	\$ 57,049	\$ 76,256	33.67%	\$ 76,256	\$ 39,448	93.31%	
November, 2018	\$ 56,603	\$ 65,295	15.36%	\$ 65,295	\$ 39,140	66.83%	
December, 2018	\$ 52,600	\$ 71,304	35.56%	\$ 71,304	\$ 36,372	96.04%	
January, 2019	\$ 46,825	\$ 81,467	73.98%	\$ 81,467	\$ 32,379	151.61%	
February, 2019	\$ 56,235	\$ 92,097	63.77%	\$ 92,097	\$ 38,885	136.84%	
March, 2019	\$ 53,945	\$ 72,451	34.31%	\$ 72,451	\$ 38,887	86.31%	
April, 2019	\$ 45,884	\$ 62,630	36.50%	\$ 62,630	\$ 33,076	89.35%	
May, 2019	\$ 56,016	\$ 77,315	38.02%	\$ 77,315	\$ 40,380	91.47%	
June, 2019	\$ 55,749	\$ 68,615	23.08%	\$ 68,615	\$ 40,188	70.74%	
July, 2019	\$ 45,912	\$ 77,599	69.02%	\$ 77,599	\$ 32,126	141.55%	
August, 2019	\$ 57,045	\$ 72,567	27.21%	\$ 72,567	\$ 39,916	81.80%	
September, 2019	\$ 48,670	\$ 80,983	66.39%	\$ 80,983	\$ 34,063	137.75%	
October, 2019	\$ 58,757	\$ 86,518	47.25%	\$ 86,518	\$ 41,123	110.39%	
November, 2019	\$ 58,032	\$ 79,115	36.33%	\$ 79,115	\$ 40,615	94.79%	
December, 2019	\$ 54,201	\$ 83,721	54.46%	\$ 83,721	\$ 37,933	120.70%	
January, 2020	\$ 48,711	\$ 88,427	81.53%	\$ 88,427	\$ 34,092	159.38%	
February, 2020	\$ 58,353	\$ 124,509	113.37%	\$ 124,509	\$ 40,840	204.87%	
March, 2020	\$ 55,569	\$ 73,615	32.47%	\$ 73,615	\$ 40,544	81.57%	
April, 2020	\$ 47,292	\$ 78,218	65.40%	\$ 78,218	\$ 34,505	126.69%	
May, 2020	\$ 57,758	\$ 96,559	67.18%	\$ 96,559	\$ 42,141	129.13%	
June, 2020	\$ 57,267	\$ 105,049	83.44%	\$ 105,049	\$ 41,783	151.42%	
July, 2020	\$ 76,418	\$ 108,470	41.94%	\$ 108,470	\$ 33,540	223.40%	
August, 2020	\$ 80,414	\$ 111,849	39.09%	\$ 111,849	\$ 41,326	170.65%	
September, 2020	\$ 80,982	\$ 111,950	38.24%	\$ 111,950	\$ 35,544	214.97%	
October, 2020	\$ 97,394	\$ 123,541	26.85%	\$ 123,541	\$ 42,747	189.01%	
November, 2020	\$ 95,981	\$ 111,548	16.22%	\$ 111,548	\$ 42,127	164.79%	
December, 2020	\$ 89,971	\$ 133,159	48.00%	\$ 133,159	\$ 39,489	237.21%	
January, 2021	\$ 81,296	\$ 142,435	75.21%	\$ 142,435	\$ 35,681	299.19%	
February, 2021	\$ 98,004	\$ 176,811	80.41%	\$ 176,811	\$ 43,015	311.05%	
March, 2021	\$ 91,837	\$ 108,777	18.45%	\$ 108,777	\$ 42,021	158.86%	
April, 2021	\$ 78,673	\$ 98,208	24.83%	\$ 98,208	\$ 35,998	172.82%	
May, 2021	\$ 96,119	\$ 149,868	55.92%	\$ 149,868	\$ 43,980	240.76%	
June, 2021	\$ 95,612	\$ 119,455	24.94%	\$ 119,455	\$ 43,748	173.05%	
July, 2021	\$ 110,203	\$ 119,611	8.54%	\$ 119,611	\$ 34,966	242.08%	
August, 2021	\$ 135,784	\$ 146,398	7.82%	\$ 146,398	\$ 43,082	239.81%	
September, 2021	\$ 116,785	\$ 114,138	-2.27%	\$ 114,138	\$ 37,054	208.03%	
October, 2021	\$ 140,069	\$ 145,812	4.10%	\$ 145,812	\$ 44,442	228.09%	
November, 2021	\$ 137,707	\$ 153,849	11.72%	\$ 153,849	\$ 43,693	252.12%	
December, 2021	\$ 130,010	\$ 138,224	6.32%	\$ 138,224	\$ 41,251	235.08%	
January, 2022	\$ 137,707	\$ 182,045	32.20%	\$ 182,045	\$ 43,693	316.65%	
February, 2022	\$ 142,649	\$ 184,069	29.04%	\$ 184,069	\$ 47,184	290.11%	
March, 2022	\$ 131,827	\$ 131,545	-0.21%	\$ 131,545	\$ 43,605	201.68%	
April, 2022	\$ 113,094	\$ 129,422	14.44%	\$ 129,422	\$ 37,408	245.97%	
May, 2022	\$ 139,141	\$ 151,405	8.81%	\$ 151,405	\$ 46,024	228.97%	
June, 2022	\$ 137,393	\$ 152,881	11.27%	\$ 152,881	\$ 45,445	233.00%	

Item 3.

July, 2022	\$	128,988	\$	145,606	12.88%	\$	145,606	\$	36,435	
August, 2022	\$	158,097	\$	144,189	-8.80%	\$	144,189	\$	44,657	222.88%
September, 2022	\$	136,184	\$	153,101	12.42%	\$	153,101	\$	38,467	298.00%
October, 2022	\$	163,644	\$	173,940	6.29%	\$	173,940	\$	46,224	276.30%
November, 2022	\$	161,215	\$	149,464	-7.29%	\$	149,464	\$	45,538	228.22%
December, 2022	\$	151,983	\$	155,275	2.17%	\$	155,275	\$	42,930	261.69%
January, 2023	\$	139,943	\$	177,437	26.79%	\$	177,437	\$	39,529	348.88%
February, 2023	\$	167,778	\$	203,330	21.19%	\$	203,330	\$	47,392	329.04%
March, 2023	\$	153,836	\$	136,599	-11.20%	\$	136,599	\$	45,300	201.54%
April, 2023	\$	132,497	\$	144,849	9.32%	\$	144,849	\$	39,016	271.25%
May, 2023	\$	162,766	\$	172,850	6.20%	\$	172,850	\$	47,930	260.63%
June, 2023	\$	160,545	\$	157,095	-2.15%	\$	157,095	\$	47,276	232.29%
July, 2023	\$	134,433	\$	154,332	14.80%	\$	154,332	\$	38,064	305.46%
August, 2023	\$	163,774	\$	150,182	-8.30%	\$	150,182	\$	46,372	223.87%
September, 2023	\$	141,914	\$	172,612	21.63%	\$	172,612	\$	40,182	329.57%
October, 2023	\$	170,238	\$	173,844	2.12%	\$	173,844	\$	48,202	260.66%
November, 2023	\$	158,320	\$	171,201	8.14%	\$	171,201	\$	44,827	281.91%
December, 2023	\$	157,925	\$	204,440	29.45%	\$	204,440	\$	44,716	357.20%
January, 2024	\$	146,416	\$	224,411	53.27%	\$	224,411	\$	41,457	441.31%
February, 2024	\$	168,769	\$	216,389	28.22%	\$	216,389	\$	49,626	336.04%
March, 2024	\$	159,253	\$	146,156	-8.22%	\$	146,156	\$	47,008	210.92%
April, 2024	\$	137,953	\$	162,914	18.09%	\$	162,914	\$	40,721	300.08%
May, 2024	\$	169,320	\$	187,092	10.50%	\$	187,092	\$	49,980	274.34%
June, 2024	\$	157,246	\$	155,152	-1.33%	\$	155,152	\$	46,416	234.27%
July, 2024	\$	139,787	\$	167,743	20.00%	\$	167,743	\$	39,675	322.79%
August, 2024	\$	169,441	\$	167,789	-0.97%	\$	167,789	\$	48,092	248.90%
September, 2024	\$	147,951	\$	178,797	20.85%	\$	178,797	\$	41,992	325.79%
October, 2024	\$	176,599	\$	172,415	-2.37%	\$	172,415	\$	50,123	243.98%
November, 2024	\$	173,332	\$	162,581	-6.20%	\$	162,581	\$	49,196	230.48%
December, 2024	\$	164,970	\$	183,523	11.25%	\$	183,523	\$	46,823	291.95%
January, 2025	\$	153,872	\$	198,899	29.26%	\$	198,899	\$	43,673	355.43%
February, 2025	\$	182,805	\$	240,592	31.61%	\$	240,592	\$	51,885	363.71%
March, 2025	\$	164,764	\$	150,817	-8.46%	\$	150,817	\$	48,752	209.36%
April, 2025	\$	143,710	\$	156,171	8.67%	\$	156,171	\$	42,522	267.27%
May, 2025	\$	176,028	\$	190,612	8.29%	\$	190,612	\$	52,084	265.97%
June, 2025	\$	172,027	\$	156,898	-8.79%	\$	156,898	\$	50,901	208.24%
July, 2025	\$	140,329	\$	149,889	6.81%	\$	149,889	\$	41,522	260.99%
August, 2025	\$	169,043	\$	157,601	-6.77%	\$	157,601	\$	50,018	215.09%
September, 2025	\$	148,432	\$	187,772	26.50%	\$	187,772	\$	43,919	327.54%
October, 2025	\$	176,120	\$	179,083	1.68%	\$	179,083	\$	52,112	243.65%
November, 2025	\$	172,692	\$	189,632	9.81%	\$	189,632	\$	51,098	271.12%
December, 2025	\$	165,100	\$	244,936	48.36%	\$	244,936	\$	48,851	401.39%
<b>TOTAL</b>	<b>\$</b>	<b>11,594,702</b>	<b>\$</b>	<b>13,632,583</b>	<b>17.58%</b>	<b>\$</b>	<b>13,632,582</b>	<b>\$</b>	<b>4,748,296</b>	<b>187.10%</b>

## NORMAN FORWARD SALES + USE TAX REVENUE, VS. PROJECTION

## BY FISCAL YEAR

## COMPARED TO 7/2015 PROJECTION

MONTH	BY FISCAL YEAR			COMPARED TO 7/2015 PROJECTION			
	PROJECTED	ACTUAL	% VARIANCE	ACTUAL	PRELIMINARY PROJECTION*	% VARIANCE	
March, 2016	\$ 796,621	\$ 769,029	-3.46%	\$ 769,029	\$ 791,736	-2.87%	
April, 2016	\$ 767,387	\$ 811,144	5.70%	\$ 811,144	\$ 762,681	6.35%	
May, 2016	\$ 828,584	\$ 845,058	1.99%	\$ 845,058	\$ 823,502	2.62%	
June, 2016	\$ 853,652	\$ 769,012	-9.92%	\$ 769,012	\$ 848,417	-9.36%	
July, 2016	\$ 803,620	\$ 797,042	-0.82%	\$ 797,042	\$ 791,491	0.70%	
August, 2016	\$ 847,769	\$ 795,935	-6.11%	\$ 795,935	\$ 832,196	-4.36%	
September, 2016	\$ 820,478	\$ 802,028	-2.25%	\$ 802,028	\$ 807,176	-0.64%	
October, 2016	\$ 899,388	\$ 849,859	-5.51%	\$ 849,859	\$ 880,818	-3.51%	
November, 2016	\$ 839,374	\$ 808,586	-3.67%	\$ 808,586	\$ 819,446	-1.33%	
December, 2016	\$ 821,652	\$ 777,356	-5.39%	\$ 777,356	\$ 804,184	-3.34%	
January, 2017	\$ 860,080	\$ 840,214	-2.31%	\$ 840,214	\$ 848,538	-0.98%	
February, 2017	\$ 1,020,715	\$ 855,845	-16.15%	\$ 855,845	\$ 1,005,704	-14.90%	
March, 2017	\$ 810,262	\$ 716,716	-11.55%	\$ 716,716	\$ 825,384	-13.17%	
April, 2017	\$ 776,091	\$ 800,729	3.17%	\$ 800,729	\$ 795,095	0.71%	
May, 2017	\$ 842,626	\$ 803,651	-4.63%	\$ 803,651	\$ 858,501	-6.39%	
June, 2017	\$ 867,045	\$ 789,680	-8.92%	\$ 789,680	\$ 884,474	-10.72%	
July, 2017	\$ 795,809	\$ 814,337	2.33%	\$ 814,337	\$ 824,212	-1.20%	
August, 2017	\$ 842,790	\$ 783,821	-7.00%	\$ 783,821	\$ 890,467	-11.98%	
September, 2017	\$ 825,785	\$ 802,051	-2.87%	\$ 802,051	\$ 879,340	-8.79%	
October, 2017	\$ 890,418	\$ 855,719	-3.90%	\$ 855,719	\$ 942,658	-9.22%	
November, 2017	\$ 831,588	\$ 807,462	-2.90%	\$ 807,462	\$ 877,300	-7.96%	
December, 2017	\$ 814,349	\$ 751,136	-7.76%	\$ 751,136	\$ 861,572	-12.82%	
January, 2018	\$ 852,650	\$ 896,192	5.11%	\$ 896,192	\$ 910,173	-1.54%	
February, 2018	\$ 1,003,553	\$ 852,494	-15.05%	\$ 852,494	\$ 1,069,288	-20.27%	
March, 2018	\$ 800,433	\$ 778,199	-2.78%	\$ 778,199	\$ 884,031	-11.97%	
April, 2018	\$ 770,950	\$ 783,995	1.69%	\$ 783,995	\$ 852,618	-8.05%	
May, 2018	\$ 834,754	\$ 861,452	3.20%	\$ 861,452	\$ 922,001	-6.57%	
June, 2018	\$ 855,498	\$ 825,212	-3.54%	\$ 825,212	\$ 945,137	-12.69%	
July, 2018	\$ 777,871	\$ 838,838	7.84%	\$ 838,838	\$ 880,534	-4.74%	
August, 2018	\$ 825,587	\$ 836,755	1.35%	\$ 836,755	\$ 930,753	-10.10%	
September, 2018	\$ 795,860	\$ 822,718	3.37%	\$ 822,718	\$ 900,350	-8.62%	
October, 2018	\$ 871,985	\$ 890,548	2.13%	\$ 890,548	\$ 983,929	-9.49%	
November, 2018	\$ 815,036	\$ 835,101	2.46%	\$ 835,101	\$ 918,136	-9.04%	
December, 2018	\$ 797,437	\$ 826,921	3.70%	\$ 826,921	\$ 899,610	-8.08%	
January, 2019	\$ 833,678	\$ 943,483	13.17%	\$ 943,483	\$ 944,312	-0.09%	
February, 2019	\$ 980,644	\$ 893,570	-8.88%	\$ 893,570	\$ 1,110,241	-19.52%	
March, 2019	\$ 784,579	\$ 758,532	-3.32%	\$ 758,532	\$ 921,652	-17.70%	
April, 2019	\$ 754,306	\$ 832,663	10.39%	\$ 832,663	\$ 889,005	-6.34%	
May, 2019	\$ 818,242	\$ 839,510	2.60%	\$ 839,510	\$ 961,316	-12.67%	
June, 2019	\$ 837,830	\$ 878,142	4.81%	\$ 878,142	\$ 985,113	-10.86%	
July, 2019	\$ 809,510	\$ 846,446	4.56%	\$ 846,446	\$ 919,234	-7.92%	
August, 2019	\$ 857,673	\$ 834,413	-2.71%	\$ 834,413	\$ 970,045	-13.98%	
September, 2019	\$ 827,316	\$ 869,078	5.05%	\$ 869,078	\$ 938,654	-7.41%	
October, 2019	\$ 906,074	\$ 930,673	2.71%	\$ 930,673	\$ 1,025,491	-9.25%	
November, 2019	\$ 846,902	\$ 878,957	3.78%	\$ 878,957	\$ 957,084	-8.16%	
December, 2019	\$ 828,918	\$ 895,825	8.07%	\$ 895,825	\$ 937,927	-4.49%	
January, 2020	\$ 868,733	\$ 939,447	8.14%	\$ 939,447	\$ 986,751	-4.79%	
February, 2020	\$ 1,016,423	\$ 944,260	-7.10%	\$ 944,260	\$ 1,153,876	-18.17%	
March, 2020	\$ 814,129	\$ 793,842	-2.49%	\$ 793,842	\$ 959,253	-17.24%	
April, 2020	\$ 785,425	\$ 825,749	5.13%	\$ 825,749	\$ 928,475	-11.06%	
May, 2020	\$ 850,284	\$ 798,842	-6.05%	\$ 798,842	\$ 1,001,987	-20.27%	
June, 2020	\$ 871,128	\$ 769,641	-11.65%	\$ 769,641	\$ 1,027,469	-25.09%	
July, 2020	\$ 854,217	\$ 916,834	7.33%	\$ 916,834	\$ 959,349	-4.43%	
August, 2020	\$ 894,819	\$ 962,190	7.53%	\$ 962,190	\$ 1,010,706	-4.80%	

September, 2020	\$	874,213	\$	891,932	2.03%	\$	891,932	\$	979,720	-8.96%
October, 2020	\$	960,243	\$	941,516	-1.95%	\$	941,516	\$	1,069,791	-11.99%
November, 2020	\$	899,663	\$	891,495	-0.91%	\$	891,495	\$	998,743	-10.74%
December, 2020	\$	879,903	\$	928,333	5.50%	\$	928,333	\$	979,740	-5.25%
January, 2021	\$	917,206	\$	1,008,139	9.91%	\$	1,008,139	\$	1,030,659	-2.19%
February, 2021	\$	1,070,248	\$	1,019,403	-4.75%	\$	1,019,403	\$	1,200,270	-15.07%
March, 2021	\$	863,410	\$	910,587	5.46%	\$	910,587	\$	999,451	-8.89%
April, 2021	\$	830,642	\$	831,967	0.16%	\$	831,967	\$	969,102	-14.15%
May, 2021	\$	900,977	\$	1,079,167	19.78%	\$	1,079,167	\$	1,042,714	3.50%
June, 2021	\$	920,717	\$	1,065,538	15.73%	\$	1,065,538	\$	1,067,605	-0.19%
July, 2021	\$	895,069	\$	1,095,689	22.41%	\$	1,095,689	\$	1,000,121	9.56%
August, 2021	\$	957,588	\$	1,132,798	18.30%	\$	1,132,798	\$	1,053,661	7.51%
September, 2021	\$	917,223	\$	1,136,893	23.95%	\$	1,136,893	\$	1,021,359	11.31%
October, 2021	\$	1,010,759	\$	1,210,135	19.73%	\$	1,210,135	\$	1,115,135	8.52%
November, 2021	\$	948,691	\$	1,119,456	18.00%	\$	1,119,456	\$	1,040,965	7.54%
December, 2021	\$	920,518	\$	1,130,760	22.84%	\$	1,130,760	\$	1,013,343	11.59%
January, 2022	\$	998,331	\$	1,230,271	23.23%	\$	1,230,271	\$	1,102,008	11.64%
February, 2022	\$	980,297	\$	1,213,946	23.83%	\$	1,213,946	\$	1,165,061	4.20%
March, 2022	\$	928,933	\$	970,697	4.50%	\$	970,697	\$	1,065,470	-8.89%
April, 2022	\$	871,896	\$	1,060,932	21.68%	\$	1,060,932	\$	1,010,169	5.03%
May, 2022	\$	951,313	\$	1,178,672	23.90%	\$	1,178,672	\$	1,087,204	8.41%
June, 2022	\$	969,995	\$	1,214,394	25.20%	\$	1,214,394	\$	1,112,816	9.13%
July, 2022	\$	1,114,906	\$	1,109,525	-0.48%	\$	1,109,525	\$	1,042,609	6.42%
August, 2022	\$	1,190,415	\$	1,124,616	-5.53%	\$	1,124,616	\$	1,098,185	2.41%
September, 2022	\$	1,141,663	\$	1,191,139	4.33%	\$	1,191,139	\$	1,064,605	11.89%
October, 2022	\$	1,257,369	\$	1,230,985	-2.10%	\$	1,230,985	\$	1,162,421	5.90%
November, 2022	\$	1,179,941	\$	1,200,891	1.78%	\$	1,200,891	\$	1,085,194	10.66%
December, 2022	\$	1,153,281	\$	1,142,424	-0.94%	\$	1,142,424	\$	1,064,801	7.29%
January, 2023	\$	1,199,521	\$	1,224,668	2.10%	\$	1,224,668	\$	1,120,877	9.26%
February, 2023	\$	1,400,169	\$	1,233,845	-11.88%	\$	1,233,845	\$	1,305,103	-5.46%
March, 2023	\$	1,131,862	\$	1,023,557	-9.57%	\$	1,023,557	\$	1,129,142	-9.35%
April, 2023	\$	1,085,674	\$	1,139,923	5.00%	\$	1,139,923	\$	1,053,120	8.24%
May, 2023	\$	1,183,002	\$	1,202,926	1.68%	\$	1,202,926	\$	1,133,378	6.14%
June, 2023	\$	1,206,427	\$	1,118,082	-7.32%	\$	1,118,082	\$	1,160,010	-3.61%
July, 2023	\$	1,140,303	\$	1,174,791	3.02%	\$	1,174,791	\$	1,087,237	8.05%
August, 2023	\$	1,216,277	\$	1,107,621	-8.93%	\$	1,107,621	\$	1,144,194	-3.20%
September, 2023	\$	1,169,090	\$	1,147,697	-1.83%	\$	1,147,697	\$	1,111,586	3.25%
October, 2023	\$	1,285,798	\$	1,230,111	-4.33%	\$	1,230,111	\$	1,211,796	1.51%
November, 2023	\$	1,199,021	\$	1,202,333	0.28%	\$	1,202,333	\$	1,130,339	6.37%
December, 2023	\$	1,179,688	\$	1,200,048	1.73%	\$	1,200,048	\$	1,110,474	8.07%
January, 2024	\$	1,227,714	\$	1,290,272	5.10%	\$	1,290,272	\$	1,169,314	10.34%
February, 2024	\$	1,421,828	\$	1,230,603	-13.45%	\$	1,230,603	\$	1,356,639	-9.29%
March, 2024	\$	1,155,375	\$	1,040,369	-9.95%	\$	1,040,369	\$	1,130,179	-7.95%
April, 2024	\$	1,111,968	\$	1,160,538	4.37%	\$	1,160,538	\$	1,099,854	5.52%
May, 2024	\$	1,210,985	\$	1,193,478	-1.45%	\$	1,193,478	\$	1,182,674	0.91%
June, 2024	\$	1,222,786	\$	1,140,776	-6.71%	\$	1,140,776	\$	1,205,071	-5.34%
July, 2024	\$	1,167,445	\$	1,160,422	-0.60%	\$	1,160,422	\$	1,135,227	2.22%
August, 2024	\$	1,242,038	\$	1,112,586	-10.42%	\$	1,112,586	\$	1,191,552	-6.63%
September, 2024	\$	1,195,734	\$	1,151,445	-3.70%	\$	1,151,445	\$	1,158,999	-0.65%
October, 2024	\$	1,314,473	\$	1,245,597	-5.24%	\$	1,245,597	\$	1,263,173	-1.39%
November, 2024	\$	1,235,971	\$	1,129,494	-8.61%	\$	1,129,494	\$	1,182,040	-4.45%
December, 2024	\$	1,207,861	\$	1,213,077	0.43%	\$	1,213,077	\$	1,158,614	4.70%
January, 2025	\$	1,257,829	\$	1,297,130	3.12%	\$	1,297,130	\$	1,172,586	10.62%
February, 2025	\$	1,456,711	\$	1,196,531	-17.86%	\$	1,196,531	\$	1,333,367	-10.26%
March, 2025	\$	1,179,613	\$	1,030,912	-12.61%	\$	1,030,912	\$	1,176,629	-12.38%
April, 2025	\$	1,139,054	\$	1,118,635	-1.79%	\$	1,118,635	\$	1,148,722	-2.62%
May, 2025	\$	1,239,021	\$	1,159,364	-6.43%	\$	1,159,364	\$	1,233,468	-6.01%
June, 2025	\$	1,258,311	\$	1,159,690	-7.84%	\$	1,159,690	\$	1,258,169	-7.83%
July, 2025	\$	1,169,221	\$	1,095,324	-6.32%	\$	1,095,324	\$	1,185,007	-7.57%
August, 2025	\$	1,240,716	\$	1,149,346	-7.36%	\$	1,149,346	\$	1,241,048	-7.39%
September, 2025	\$	1,196,518	\$	1,174,844	-1.81%	\$	1,174,844	\$	1,208,735	-2.80%
October, 2025	\$	1,314,733	\$	1,240,640	-5.64%	\$	1,240,640	\$	1,211,388	2.41%
November, 2025	\$	1,235,164	\$	1,191,957	-3.50%	\$	1,191,957	\$	1,231,901	-3.24%
December, 2025	\$	1,209,782	\$	1,266,299	4.67%	\$	1,266,299	\$	1,209,884	4.66%
<b>TOTAL</b>	<b>\$</b>	<b>117,011,621</b>	<b>\$</b>	<b>117,464,163</b>	<b>0.39%</b>	<b>\$</b>	<b>117,464,162</b>	<b>\$</b>	<b>121,523,808</b>	<b>-3.34%</b>

**NORMAN FORWARD  
FINAL PROJECT COST COMPARISON**

PROJECT	Original	Revised	Actual	Variance:	Variance:
	Budget	Budget	Cost	Original Budget	Revised Budget
Westwood Tennis Center	\$ 1,000,000	\$ 1,801,278	\$ 1,801,277	\$ (801,277)	\$ 1.16
James Garner: Flood to Acres	\$ 8,700,000	\$ 6,151,282	\$ 5,856,683	\$ 2,843,317	\$ 294,598.59
Central Branch Library	\$ 39,000,000	\$ 35,014,495	\$ 35,010,261	\$ 3,989,739	\$ 4,233.62
East Branch Library	\$ 5,100,000	\$ 5,100,000	\$ 4,794,304	\$ 305,696	\$ 305,695.62
Westwood Swim Complex	\$ 12,000,000	\$ 12,000,000	\$ 11,763,800	\$ 236,200	\$ 236,200.35
Andrews Park	\$ 1,500,000	\$ 1,499,099	\$ 1,493,251	\$ 6,749	\$ 5,848.25
Griffin Park Soccer Complex (Phase 1)*	\$ 11,000,000	\$ 13,189,029	\$ 13,140,363	\$ (2,140,363)	\$ 48,666.47
Griffin Park Land Purchase	\$ 10,000,000	\$ 3,386,811	\$ 3,306,811	\$ 6,693,189	\$ 80,000.01
Ruby Grant Park (Phase 1)	\$ 6,150,000	\$ 6,150,000	\$ 6,146,426	\$ 3,574	\$ 3,573.81
Professional Services (ADG)	\$ 1,747,655	\$ 3,718,208	\$ 3,625,499	\$ (1,877,844)	\$ 92,708.75
Community Sports Park (Phase 1)	\$ 2,500,000	\$ 2,500,000	\$ 2,467,946	\$ 32,054	\$ 32,054.24
Reaves Park Complex (Phase 1)	\$ 10,000,000	\$ 10,000,000	\$ 9,987,746	\$ 12,254	\$ 12,253.68
Senior (AWE) Center		\$ 14,180,522	\$ 14,154,421	\$ (14,154,421)	\$ 26,100.28
Young Family Athletic Center (Phase 1)*	\$ 22,500,000	\$ 50,468,966	\$ 48,490,755	\$ (25,990,755)	\$ 1,978,211.36
Public Art Installations*	\$ 1,200,000	\$ 1,143,192	\$ 1,122,191	\$ 77,809	\$ 21,000.82
Flood Avenue Multi-Modal Path (Trail)		\$ 1,143,192	\$ 1,122,191	\$ (1,122,191)	\$ 21,000.71

\*NEAR FINAL



Griffin Park Soccer Complex Mural



Bentley Park

**NORMAN FORWARD Implementation Plan**  
**May 2016**  
Revised 11/2025

# NORMAN FORWARD

## Implementation Plan

### I. Executive Summary

NORMAN FORWARD is designed to improve the quality of life in Norman through renovating, expanding, constructing, and funding projects including multiple recreational facilities, libraries, parks, athletic venues, public art, trails, and swim complexes. NORMAN FORWARD also includes traffic improvements and an extension of the existing James Garner Avenue. A citizen-initiated proposal, NORMAN FORWARD will enhance the Norman community for generations to come.

Funded through a 15-year earmarked sales tax, NORMAN FORWARD includes 12 projects spanning the entire city at an estimated cost of \$148 million. It also includes other program expenses at an estimated cost of \$55.4 million. Sales tax collections began on January 1, 2016 and will continue for 15 years.

The NORMAN FORWARD program includes:

- Canadian River Park
- Central Branch Library
- East Branch Library
- Griffin Land Acquisition
- Indoor Aquatic Center
- Indoor Multi-Sport Facility
- James Garner Avenue Extension
- Parks Projects
  - Westwood Tennis Center
  - Saxon Park
  - Ruby Grant Park
  - Andrews Park
  - Existing Neighborhood Park Renovations
  - New Neighborhood Park Development
  - New Trail Development
- Senior Citizens Center
- Sports Complex Projects
  - Reaves Park
  - Softball & Football Complex
  - Griffin Park Soccer Complex
- Traffic Improvements
- Westwood Family Aquatic Center

The City is moving forward with the projects and the Implementation Plan is guiding the process. The Implementation Plan is a document to be reviewed and recommended by the NORMAN FORWARD Citizen Financial Oversight Board and adopted by the City Council, which outlines the scopes of work, conceptual budgets, and the order in which the projects or phases of projects will commence. The Implementation Plan is a living document which will be reviewed, re-evaluated, and re-adopted from time to time as projects progress and plans become realities.

As of this writing, ten of the major NORMAN FORWARD projects have been completed, or are nearing completion:

- The East Branch Library
- The Central Branch Library
- The Westwood Family Aquatic Center
- The Westwood Tennis Center
- The Ruby Grant Park (Phase I)
- The Andrews Park Redevelopment
- Reaves Park
- Adult Wellness and Education Center (Senior Citizens Center)
- Young Family Athletic Center (Indoor Sports & Aquatic Facility)
- Griffin Park
- James Garner Phases I & II

Several other NORMAN FORWARD projects are partially completed (progressing in stages) or nearing construction phases. Neighborhood Park renovation projects have been completed at Oakhurst, Sonoma, Prairie Creek, Rotary, Sequoyah Trail, Vineyard, Cherry Creek, Tull's, Sunrise, and Falls-Lakeview Parks. Upcoming Park renovation locations include NE Lions, Eagle Cliff, Sutton Place, Oaktree, Kiwanis, Springbrook, and Chisolm's Cattle Trail Parks. New Park construction at Songbird Park has been completed as well as construction at the new Bentley Park. Construction will begin on the park formally named Links Park, now called Bluestem Park, located south of Cedar Lane Road on 24<sup>th</sup> Avenue SE. The NORMAN FORWARD program is already transforming the quality of life in Norman.

In February 2016, ADG, P.C. was hired as the program manager for the NORMAN FORWARD program. Since that time, ADG has attended meetings, conducted research, and analyzed data to prepare the Implementation Plan. The information in the Implementation Plan is based on currently available information as well as certain assumptions made based on anticipated requirements.

## II. Background

### **The History of NORMAN FORWARD**

The NORMAN FORWARD initiative came to City Council from community groups, stakeholders, and residents, who prepared an initial program scope using analysis and information from master plans for the libraries and parks, recreational planning professionals, traffic professionals, and research firms.

Beginning in the spring of 2015, Norman City Council began a series of Council conferences and additional public meetings to refine the program scope, financing, and funding opportunities for NORMAN FORWARD. Priority projects are included from the 2014 *Library Master Plan Update*, the 2009 *Norman Parks & Recreation Master Plan*, and additional projects designed to provide recreational and educational opportunities for Norman residents.

The program is intended to improve the quality of life for all Norman residents and visitors by providing public projects and programming that contribute to better health, more active lifestyles, intellectual and arts pursuits, and improved traffic safety. The program is funded by a 15-year, one-half percent earmarked sales tax.

On August 11, 2015, City Council voted unanimously to approve NORMAN FORWARD Ordinance O-1516-5 and Resolution R-1516-14 that called for an election to take place on October 13, 2015, to ask Norman voters to consider a temporary sales tax increase to provide funding for the projects.

The temporary one-half percent (1/2%) sales tax was approved by 72% of Norman voters. The authorized sales tax increase began on January 1, 2016.

### **Public Involvement**

The NORMAN FORWARD Citizen Financial Oversight Board (CFOB) was created by Council resolution (R-1516-75) on December 22, 2015 to review the finances of the NORMAN FORWARD program. Their tasks include:

- Review actual and projected NORMAN FORWARD Sales Tax (NFST) revenues;
- Recommend mix of project financing including pay as you go ("paygo") and debt financing;
- Review pace and sequencing of construction of projects;
- Review Council actions related to expenditures of NFST monies;

- Recommend strategies for long term operations and maintenance of facilities;
- Report to Council from time to time as warranted and to provide an annual report to City Council;
- Perform such other duties related to NORMAN FORWARD as the City Council directs by motion or resolution;
- Assign one CFOB member to serve with and act as a liaison to certain advisory committees that Council may form from time to time regarding specific NORMAN FORWARD projects.

The Oversight Board consists of nine members, appointed by the Mayor and confirmed by City Council. Members are from various wards and have backgrounds and experience in accounting, banking, construction, auditing, advertising, operations, and law. Two ex-officio members are part of the Board, including the Mayor (or designee) and City Manager (or designee).

Ad hoc advisory groups were appointed by the Mayor to provide additional citizen input specific to each major NORMAN FORWARD project and to City Council. One member of the Oversight Board serves on each ad hoc advisory group. Ad hoc groups have five to eleven members each. Ex-officio members include the City Manager (or designee), a CFOB member, a Park Board Member, and may include a member, or members, of specific stakeholder groups.

All Oversight Board and ad hoc advisory group meetings are open to the public and shall comply with the Oklahoma Open Meetings Act. The public is invited to attend meetings and provide input and comments to the ad hoc advisory groups and Oversight Board.

### **Process**

The NORMAN FORWARD Implementation Plan sets the overall guidelines for program scope, project scheduling, and individual construction budgets. Site selection and land acquisition, if applicable, will be required prior to the start of design for most projects.

Certain sites may require demolition, site clearing, or other preparatory steps. Environmental testing will also be performed, as needed, prior to building design, and if necessary, environmental remediation will be completed.

The City will solicit Requests for Qualifications (RFQ) from consultants, such as architects and engineers. Responses to RFQs will be reviewed using the City's consultant selection process.

Documents produced by each consultant will undergo peer reviews conducted by the City staff and Program Manager. The purpose of these reviews is to monitor

consultant plans and specifications for conformance with the design intent and the allocated budget. At selected phases of the design process, the ad hoc advisory groups and the Citizens Financial Oversight Board may receive presentations from consultants in order to review the designs.

Once the final design of a project has been approved, the City will utilize its standard competitive bidding process to solicit and award construction contracts. "Construction Manager at Risk" processes may be used, combining several of the design, bidding and construction phases, for certain projects. The architects and/or engineers will review construction progress, and the Program Manager will provide additional field observation for conformance with construction documents. Throughout the process, the City staff and Program Manager will provide outreach to citizens through communication on the status of each project.

### **Communication**

As with any large, capital improvement program, communication with the public is critical for the success of NORMAN FORWARD. In addition to the high level of citizen participation through the Citizens Financial Oversight Board and the ad hoc advisory groups, ongoing communication and information will be made available to the public through various avenues and outlets.

Communication methods include but are not limited to:

- Promotion and updates via print media, television, social media outlets including Facebook and Twitter
- Updates and promotion in partnership with the Norman Chamber of Commerce via the Chamber's newsletter and website
- Routine press releases about public meetings, surveys, and other updates sent to various outlets including the *Norman Transcript* and Norman News
- Updates in the City Manager's weekly report to City Council, which is also sent to the *Norman Transcript*, posted to the City Manager's webpage, and promoted on Facebook
- Updates in the City Manager's report at City Council meetings; videos from these updates are posted to the City Manager's webpage, promoted on Facebook, and uploaded to YouTube
- Routine updates to the NORMAN FORWARD website
- Branded NORMAN FORWARD construction signs
- Public construction groundbreakings and ribbon-cuttings
- Open houses, videos, and tours of projects in-progress
- Meetings posted on government access television
- Inclusion in the City of Norman Annual Report

### **Implementation Plan Development**

The information in the Implementation Plan and Project Timeline is based on currently available information as well as certain assumptions made based on anticipated requirements. The Project Timeline, scope of work, and budgets are subject to change, as directed by Council, as the planning process progresses and more information becomes available.

Project budgets may include: conceptual estimates of consulting, architectural, and engineering services; other pre-construction costs such as environmental investigation, remediation, and geotechnical and construction testing, where required; infrastructure; land acquisition; and construction and project contingency.

The construction budgets are based on information from a number of sources including local and national cost estimating firms, industry consultants, and data from the City of Norman. Construction budgets are conceptual and are derived from anticipated scopes of work needed for complete projects. Actual project costs vary from initial cost estimates depending on final work scopes, the bidding climate at the time of bid, inflation and other factors impacting the economy.

### **Debt vs. Pay-As-You-Go Financing**

The Council and the citizen's Financial Oversight Board have adopted an anticipated mix of projects to be financed on a pay-as-you-go basis, versus projects to be financed through the issuance of debt to enable the projects to proceed in advance of the actual revenues being collected to pay for the projects. Generally speaking, the following major projects were paid for through up-front debt financing:

- Central and East Branch Libraries
- Westwood Family Aquatic Center and Tennis Center Improvements
- Griffin Park Soccer Complex
- Reaves Park Baseball/Softball Complex
- Indoor Aquatic Facilities (Young Family Athletic Center)
- Indoor Multi-Sport Facility (Young Family Athletic Center)
- Adult Football/Softball Complex

In order to coincide with the construction schedules of the projects, it is anticipated that there will be three separate NORMAN FORWARD debt issuances. These issuances have been made:

- Norman Municipal Authority Sales Tax Revenue Note, Series 2015B (dated December, 17, 2015) - \$43,600,000
- Norman Municipal Authority Sales Tax Revenue Note, Series 2017 (dated June 27, 2017) - \$30,950,000
- Norman Municipal Authority Sales Tax Revenue Note, Series 2020 (dated December 17, 2020) - \$22,250,000

The bonds (notes) will be repaid from Norman Forward Sales and Use Tax revenue. An additional pledge of the City's Capital Sales Tax was made to provide additional security for bond holders, but it is not envisioned that Capital Sales Tax will actually be used to repay the Norman Forward debt.

The amount of debt that was actually issued was significantly below the originally anticipated amount, resulting in over \$20 million in projected interest savings to the Norman Forward program:

## NORMAN FORWARD Debt Issuances Projected vs. Actual

ANTICIPATED Issue Date	ACTUAL Issue Date	TITLE of ISSUANCE	ANTICIPATED Face Amount	ACTUAL Face Amount	ANTICIPATED Prin. & Interest	ACTUAL Prin. & Interest
12/2015	12/2015	NMA 2015B Tax Notes	\$ 43,160,000	\$ 43,160,000	\$ 54,753,718	\$ 53,266,208
5/2017	6/2017	NMA 2017 Tax Notes	\$ 30,950,000	\$ 30,950,000	\$ 37,619,453	\$ 36,333,458
12/2017	12/2020	NMA 2020 Tax Notes	\$ 34,200,000	\$ 22,250,000	\$ 46,157,750	\$ 25,927,517
		TOTAL	\$108,310,000	\$ 98,360,000	\$138,530,921	\$115,527,183

The other NORMAN FORWARD projects and related operational costs are anticipated to be paid for on a pay-as-you-go basis, with the projects timed to meet cash flow availability schedules over the tenure of the NORMAN FORWARD sales tax collections.

### III. The Projects

The projects, their respective published budgets, and current estimates are:

Project	Original Norman Forward Budget	Revised Budget	Current Estimate
Canadian River Park	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000
Central Branch Library	\$ 39,000,000	\$ 39,000,000	\$ 35,010,261 *
East Branch Library	\$ 5,100,000	\$ 5,100,000	\$ 4,794,304 *
Griffin Land Acquisition	\$ 10,000,000	\$ 2,400,000	\$ 2,400,000 *
Young Family Athletic Center	\$ 22,500,000	\$ 50,468,966	\$ 50,468,966
Indoor Aquatic Center	\$ 14,000,000	\$ 15,341,218	\$ 15,341,218
Indoor Multi Sport Facility	\$ 8,500,000	\$ 12,082,670	\$ 12,082,670
James Garner Avenue Extension	\$ 6,000,000	\$ 11,472,905	\$ 11,472,905
<b>Parks Projects</b>	<b>\$ 25,500,000</b>	<b>\$ 25,251,278</b>	<b>\$ 24,711,370</b>
Westwood Tennis Center	\$ 1,000,000	\$ 1,801,278	\$ 1,801,277 *
Saxon Park	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000
Ruby Grant Park	\$ 6,000,000	\$ 6,150,000	\$ 6,146,426 *
Andrews Park	\$ 2,000,000	\$ 2,000,000	\$ 1,463,667 *
Existing Neighborhood Park Renovate	\$ 6,500,000	\$ 6,500,000	\$ 6,500,000
New Neighborhood Park Developme	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000
New Trail Development	\$ 6,000,000	\$ 4,800,000	\$ 4,800,000
Senior Citizens Center	\$ -	\$ 14,180,521	\$ 14,180,521
<b>Sports Complex Projects</b>	<b>\$ 23,500,000</b>	<b>\$ 25,689,029</b>	<b>\$ 25,689,029</b>
Reaves Park	\$ 10,000,000	\$ 10,000,000	\$ 10,000,000
Softball & Football Complex	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000
Griffin Park Soccer Complex	\$ 11,000,000	\$ 13,189,029	\$ 13,189,029
Traffic Improvements	\$ 2,700,000	\$ 2,700,000	\$ 2,700,000
Westwood Family Aquatic Center	\$ 12,000,000	\$ 12,000,000	\$ 11,763,800 *
<b>Total</b>	<b>\$ 148,300,000</b>	<b>\$ 176,082,178</b>	<b>\$ 171,010,635</b>

\* Final Cost

Components of each project budget may include: consulting, architectural, and engineering services; other pre-construction costs such as environmental investigation, remediation, and geotechnical and construction testing, where required; infrastructure; land acquisition; and construction and project contingency. Supplemental revenue from some projects are discussed in project discussions, which follow.

Potential impacts to project budgets include, but are not limited to:

- Fluctuation in sales tax revenue
- Changes in project scopes of work
- Inflation or other uncontrollable increases in cost of construction materials
- Unforeseen circumstances
- Supplemental revenue

**Canadian River Park**

*Description*

There is potential for a park area south of Lindsey Street and west of I-35 along the Canadian River. Possibilities for development include wildlife and plant life refuges, trail facilities, and other enhancements.

*Scope*

If land can be reasonably acquired, a park area would be developed south of Lindsey Street, west of I-35. Other sites along the Canadian River Floodway in South and West Norman with access to existing park land are being considered.

*Published Budget* \$2,000,000

*Preliminary Estimated Budget*

Land Acquisition / Site Prep / Infrastructure	\$205,000
A&E / Design / Testing	\$175,000
Construction & FFE	\$1,480,000
Project Contingency	\$140,000
<hr/>	
Total Project Budget	\$2,000,000

*Timing*

Architecture, engineering, and site preparation are contingent upon resolution of land transfer legalities. The ability of the City to acquire land originally contemplated for this project involves resolution of legal complexities related to current ownership and transfer rights. This project is contemplated to move forward in the last half of the program.

**Central Branch Library**

*Description*

The November 2014 *Library Master Plan Update* recommended construction of library branches as part of the Pioneer Library System (PLS). PLS is a multi-county library system serving Cleveland, McClain, and Pottawatomie counties in central Oklahoma. Each library in PLS's service area is a partnership between the library system and the city where it is located; the city provides and maintains the facility and PLS provides library staff, collections, and programming.

The new Norman Central Branch Library includes public meeting rooms, learning space, a local history collection, free wireless internet, access to technology, and programming for all ages.

*Scope*

The new Norman Central Branch Library relocated the existing library to a more spacious and modern facility. This branch is the main branch of both Norman and the Pioneer Library System and is approximately 82,000 square feet. The location is north of Andrews Park on City-owned land, primarily the site of the former Rhodes granary.

*Published Budget* \$39,000,000

*Final Expenditures* \$35,010,261

*Timing*

The Central Branch Library opened in November, 2019 and is providing services.

In November of 2023, officials were made aware of mold detected within the Central Library. The facility has remained closed to allow for mold remediation and the City of Norman has filed a lawsuit for Breach of Contract against multiple parties. The litigation is ongoing as of 11/2025.



**East Branch Library**

*Description*

As the population in Norman has expanded east and west, so has the demand for library services on the east and west sides of the city. The Norman West branch opened in late 2013 and the East Branch Library expands library services to residents on the east side of the city.

The new East Branch Library opened in 2018 and includes public meeting space, free wireless internet, access to technology, and programming for all ages.

*Scope*

The Norman East Branch Library is approximately 12,500 square feet and located adjacent to Fire Station 9 at the intersection of Alameda and Ridge Lake Boulevard.

*Published Budget* \$5,100,000

*Final Expenditures* \$4,794,304

*Timing*

The East Branch Library opened in July, 2018 and is providing services.



**Griffin Land Acquisition**

*Description*

2014 Oklahoma legislation authorizes the Oklahoma Department of Mental Health and Substance Abuse Services (ODMHSAS) to sell or dispose of the Griffin property, including the current Sutton Wilderness Park, Griffin Park and Frances Cate Park. The property was proposed to be acquired by the City using NORMAN FORWARD funds, to permanently house the Griffin Park Soccer Complex and Sutton Wilderness.

*Project Activities*

In negotiations with the ODMHSAS, it was determined to be mutually beneficial for the City to enter into long-term leases with the ODMHSAS for the Griffin Soccer Complex land, and to maintain an existing lease for the Sutton Wilderness land. The lease agreement (Contract K-1718-136, approved on November 27, 2018) gave the City control of the property for up to a 30-year period, at which time the City had a purchase option for the land. Rental payments of \$80,000 per year, paid with Norman Forward funds, applied to the ultimate purchase of the land. The Frances Cate Park land was not included in the negotiated lease for the Griffin Soccer Complex site.

The allocation of Norman Forward funds to the Griffin Land Acquisition project was reduced by the City Council from \$10,000,000 to \$2,400,000 (30 payments of \$80,000) by Resolution R-1819-110 (approved May 14, 2019) and the remaining \$7,600,000 budget was re-allocated to a Norman Forward Senior Citizen's project. On July 22, 2025, Norman City Council approved a purchase with the State of Oklahoma for the Griffin Soccer Complex in the area north of E Robinson and west of 12<sup>th</sup> Avenue NE. The final purchase price was \$3,306,811 with a large portion funded through the remaining Griffin Land Acquisition allocation as well as savings from other City projects not related to or funded by the Norman Forward sales tax.

*Published Budget* \$10,000,000

The identified properties to be acquired are:

- Griffin Park & Sutton Wilderness 322.2 acres
  - Francis Cate Park up to 14.5 acres
- 
- Total Anticipated Land Acquisition 336.7 acres

*Budget*

Land Acquisition \$10,000,000

*Updated Cost Estimate* \$ 2,400,000

*Timing*

On 7/22/2025, Norman City Council approved the purchase of the Griffin Soccer Complex property.



**Indoor Multi-Sport and Aquatic Center (Young Family Athletic Center)**

*Description*

The combined Indoor Multi-Sport and Aquatic Center was named the “Young Family Athletic Center” after Norman native, NBA All-Star and University of Oklahoma alumnus Trae Young. The aquatic portion of the building features two pools: an 8-lane 25-meter competition pool with spectator seating and a 4-lane 25-meter pool used as a warm up pool during swim competitions. The Multi-Sport portion houses 8 basketball courts with 12 volleyball courts. Other Young Family Athletic Center amenities include concessions, a small retail space, administrative offices, tournament and team breakout rooms, lighted outdoor pickleball courts and fitness facilities, public restrooms, and other standard support areas.



Scope

The Young Family Athletic Center is adjacent to a major retail and hotel lodging district, attracting regional tournaments and meets which will draw participants and their families from throughout the state of Oklahoma and the central U.S.

Supplemental funds were allocated from: Norman Forward project savings; Norman Municipal Authority Revenue Bonds secured by Norman Room Tax revenue; University North Park Tax Increment Finance moneys; and a donation from the Trae Young Family Foundation, believed to be the largest private donation in Norman’s history. Norman Regional Health System also made a contribution for clinical operations within the facility.

YFAC Funding Sources

Norman Forward	\$29,928,492
James Garner Transfer	\$1,500,000
Room Tax Bond	\$3,801,683
Norman Forward Trails Project	\$1,200,000
NF Road Improvements	\$338,000
UNP TIF Fund	\$2,734,791
Trae Young Family Foundation	\$4,000,000
Norman Regional Health System	\$6,966,000
<i>Total Budget</i>	<i>\$50,468,966</i>

Estimated Budget

Land Acquisition / Site Prep / Infrastructure	\$163,000
A&E / Design / Testing	\$2,425,475
Construction & FFE	\$47,456,674
Project Contingency	\$423,817
<i>Total Project Budget</i>	<i>\$50,468,966</i>

Timing

The Young Family Athletic Center held its ribbon cutting ceremony in February of 2024 and is now open and is providing services. The City of Norman is operating the facility internally.

**James Garner Avenue Extension**

*Description*

The James Garner Avenue Extension is a north/south roadway to more efficiently carry motorists between downtown Norman and north Norman/south Oklahoma City metropolitan area. The extension will effectively create an updated entrance to the city from the north.

Scope

The extension project will extend James Garner Avenue from Acres Street, over the Robinson Street underpass, connecting to Flood Avenue. The project includes public art enhancements in commemoration of Norman native, multiple EMMY Award winning, Hall of Fame actor James Garner. The James Garner Avenue Extension intersects Flood Avenue with a modern roundabout north of Robinson Street that features a public art piece "Revolutions". A future safety enhancement, the construction of a second roundabout at the intersection of Acres Street and James Garner Avenue, is being considered.

<i>Published Budget</i>	\$6,000,000
<i>Railroad Quiet Zone Funds</i>	\$500,000
<i>Norman Utilities Authority</i>	\$43,617
<i>Additional Norman Forward Fund Balance</i>	\$151,281
<i>FHWA Funds</i>	\$4,825,733

Budget

<i>"Phase I" Actual Cost</i>	\$1,947,283
<i>"Phase II" Land Acquisition / Site Prep / Infrastructure</i>	\$102,934
<i>"Phase II" A&amp;E / Design / Testing</i>	\$1,402,140
<i>"Phase II" Construction &amp; FFE</i>	\$7,820,546
<i>"Phase II" Public Art</i>	\$200,000
<hr/>	<hr/>
Total Project Budget	\$11,472,905

Timing

The James Garner Extension project was broken into "phases". This was done to accommodate the first phase being completed in conjunction with the opening of the Central Branch Library. The first phase, from just south of Acres Street in the City Municipal Complex to the Central Library parking lot, has been completed. The second Phase, extending north of Robinson Street and connected to Flood Avenue, is also complete. City Staff secured \$4.8 million of Federal funds for this project.



## Parks Projects

### Description

Parks all across Norman will be enhanced by NORMAN FORWARD. Additionally, new parks and trails will be developed. Plans from the Parks Master Plan will be reviewed to make sure they are still relevant to neighborhood needs.

### Scope

The identified parks projects are:

- Westwood Tennis Center: conversion of two existing outdoor courts to indoor and construction of two new outdoor courts with lighting. This project has been completed (Budget: \$1,801,277; Final Cost: \$1,801,277).
- Saxon Park: develop Phase II of the Saxon Park Master Plan to include additional parking, fencing, furnishings, play area, restrooms, and event shelter (Budget: \$2,000,000).
- Ruby Grant Park: develop Phase I of the Ruby Grant Park Master Plan with utility infrastructure improvements, signage, parking, trails, practice fields, pavilion, and pedestrian lighting. This project has been completed. (Budget: \$6,000,000; Final Cost: \$6,146,426) (\$150,000 appropriated from Community Park Land Fund balance).
- Andrews Park: skate park expansion, amphitheater seating shade, landscaping, and splash pad enhancement. This project has been completed. (Budget: \$2,000,000; Final Cost: \$1,463,667).
- Existing Neighborhood Park Renovations: as per revisited 2009 Parks Master Plan recommendations. Renovations have been completed at seven parks, and more are planned to be undertaken throughout the Norman Forward life (Budget: \$6,500,000).
- New Neighborhood Park Development – the first new neighborhood park, “Songbird Park” is complete as well as the new “Bentley Park” in the Summit Valley/Bellatona neighborhood. Three more will be undertaken throughout the Norman Forward life at Southlake, Links, and Redlands. (Budget: \$2,000,000).
- New Trail Development: complete initial loop routing of Legacy Trail (Budget: \$4,800,000). A major trail project, along Flood Avenue between Robinson and Tecumseh Street, was completed in 2025 (Cost: \$1,611,683), Including \$386,484 in Federal matching funds.

Published Budget \$25,500,000

Preliminary Estimated Budget

Land Acquisition / Site Prep / Infrastructure	\$1,440,000
A&E / Design / Testing	\$1,240,000
Construction & FFE	\$21,831,278
Project Contingency	\$1,740,000
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Total Project Budget	\$25,251,278

Timing

Further park and trail improvement projects will be undertaken on a yearly basis throughout the life of NORMAN FORWARD.

**Adult Wellness and Education (Senior Citizens) Center**

*Description*

The City Council began working on the Senior Citizens Center location issue early in 2016 and adopted Resolution R-1516-77, narrowing the Senior Citizens Center location options to the Existing Library site, a site in Andrews Park, and a site adjacent to the new Central Branch Library site.

After further consideration and considering the endorsement of the NORMAN FORWARD Senior Center Ad Hoc Committee, the Reaves Park Ad Hoc Committee, the Norman Senior Association, and representatives of the Medieval Fair, the Council adopted Resolution R-1819-110, which formally selected Reaves Park as the site for the Senior Center. Resolution R-1819-110 also re-programmed \$7,600,000 in funds from the Griffin Park Land Acquisition project to the Senior Citizens Center project.

In August 2021, Council approved a memorandum of understanding (Contract K-2122-35) with the Norman Regional Health System to move the location of the Senior Center to Norman Regional's Porter Campus. The scope of the project was also expanded from a recreational center to a wellness center. The newly renamed "Adult Wellness and Education Center" is a part of Norman Regional's planned Porter Health Village.

The now completed facility includes an indoor walking track and multiple fitness areas with locker rooms; multipurpose and art specific classrooms as well as lounge areas; a full kitchen for events and programming; outdoor pickleball courts; and a lap pool.

Published Norman Forward Budget	\$0; Amended to \$7,600,000
CARES Act Funding	\$4,800,000
Capital Fund	\$243,000
General Fund	\$1,197,277

<i>Preliminary Estimated Budget</i>	
Land Acquisition/Site Prep/Infrastructure	\$427,551
A&E / Design / Testing	\$832,000
Construction & FFE	\$12,439,974
Project Contingency	\$480,996
<b>Total Project Budget</b>	<b>\$14,180,521</b>

*Timing*

The Adult Wellness and Education Center opened in November of 2023 and is currently providing services. The Facility is being operated independently by Healthy Living & Fitness Inc., a non-profit organization.



**Sports Complex Projects**

*Description*

Renovations and new construction are planned for sports complexes in multiple locations. These facilities will allow expanded space for youth soccer, youth and adult softball, adult flag football and youth football.

*Scope*

Due to financial reasons, the adult softball and youth football facility will no longer be a standalone complex. The expanded adult softball programs will be at Reaves Park and youth football will be at Ruby Grant Park. The identified sports complex projects are:

- Reaves Park: additional youth baseball/softball fields with lighting, restrooms, concessions, and additional parking (Budget: \$10,000,000; + \$1,250,000 for adult softball).
- Ruby Grant Park: multi-field football complex with lighting, restrooms, concessions, and parking (Budget \$1,250,000).
- Griffin Park: new outdoor soccer fields with lighting and parking. (\$13,198,029).

*Published Budget* \$23,500,000

*Preliminary Estimated Budget*

Land Acquisition / Site Prep / Infrastructure	\$1,800,000
A&E / Design / Testing	\$1,880,000
Construction & FFE	\$20,599,029
Project Contingency	\$1,410,000
<hr/>	
Total Project Budget	\$25,689,029

*Timing*

Reconstruction of the 22 soccer fields at the Griffin Park Soccer Complex is complete. The new Parks Maintenance Facility has been completed and is relocated from Reaves Park to the City Maintenance Complex ("North Base"). Relocation of the Parks Maintenance Facility made land available for the expansion of baseball and softball fields at Reaves Park, which has been completed. Relocated youth football (Ruby Grant) and adult softball (Reaves) facilities, originally planned at a new stand-alone site, are complete.



**Traffic Improvements**

*Description*

NORMAN FORWARD includes infrastructure improvements for the city that will improve traffic flow and safety at various locations related to NORMAN FORWARD projects.

*Scope*

Planned projects include traffic analysis, street and storm water improvements, and traffic signals at various locations. Related NORMAN FORWARD projects are access to the Young Family Athletic Center (Trae Young Way), Griffin Park, and Reaves Park.

*Published Budget* \$2,700,000

<i>Preliminary Estimated Budget</i>	
Land Acquisition / Site Prep / Infrastructure	\$270,000
A&E / Design / Testing	\$216,000
Construction & FFE	\$2,025,000
Project Contingency	\$189,000
Total Project Budget	\$2,700,000

*Timing*

Architecture, engineering, land acquisition, and site preparation are scheduled to begin throughout the program based on specified sites. This project is scheduled to be completed as needed for individual project sites during construction phases. Access improvements for the Griffin Soccer Complex on Robinson Street and 12<sup>th</sup> Avenue (\$449,578) are complete. Access improvements to the YFAC (\$304,499), including Trae Young Drive, are complete. Access roads to serve Saxon Park are under design.

**Westwood Family Aquatic Center**

*Description*

The Westwood Family Aquatic Center project has constructed an updated, modern outdoor aquatic center. Features include a lazy river, slides, water sprays, a 50-meter lap pool, shaded shallow areas, a new bathhouse, concession areas, and additional parking. The new outdoor Aquatic Center opened in the summer of 2018 and has been enjoyed by thousands of visitors.

Scope

Based on the current budget, the pool will have approximately 18,000 square feet of water surface area and include a variety of features that have been determined through public input are also part of this project.

Published Budget	\$12,000,000
Final Cost	\$11,763,800

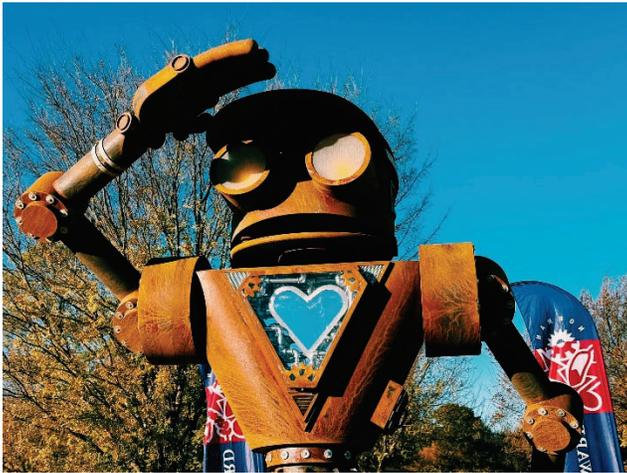


**Other Projected Program Expenses**

▪ Public Art	\$1,200,000
▪ Park Maintenance Staff	\$3,009,925
▪ Senior Center Staff	\$0
▪ Facility Maintenance Staff	\$1,562,753
▪ Capital Equipment	\$425,000
▪ Aquatic Center Operating Subsidy	\$0
▪ Project Oversight	\$3,312,000
▪ Westwood Pool/Tennis Replacement	\$455,000
▪ Facility Maintenance Contract	\$210,000
▪ Interest and Debt Service Cost	\$20,962,256
<hr/> Total Other Program Expenses Budget	<hr/> \$31,136,934

Projects identified for Public Art include:

- Central Branch Library (“Unbound”)
- East Branch Library (“Prairie Wind”)
- Westwood Family Aquatic Center and Westwood Tennis Center (“Splash”)
- Young Family Athletic Center (“Elevate the Game”)
- Reaves Park (“Mechan 14”)
- Saxon Park
- James Garner Avenue Extension (“Revolutions”)
- Adult Wellness and Education Center (“Onwards”)
- Griffin Park (“Scissortail”)



### IV. Project Timeline

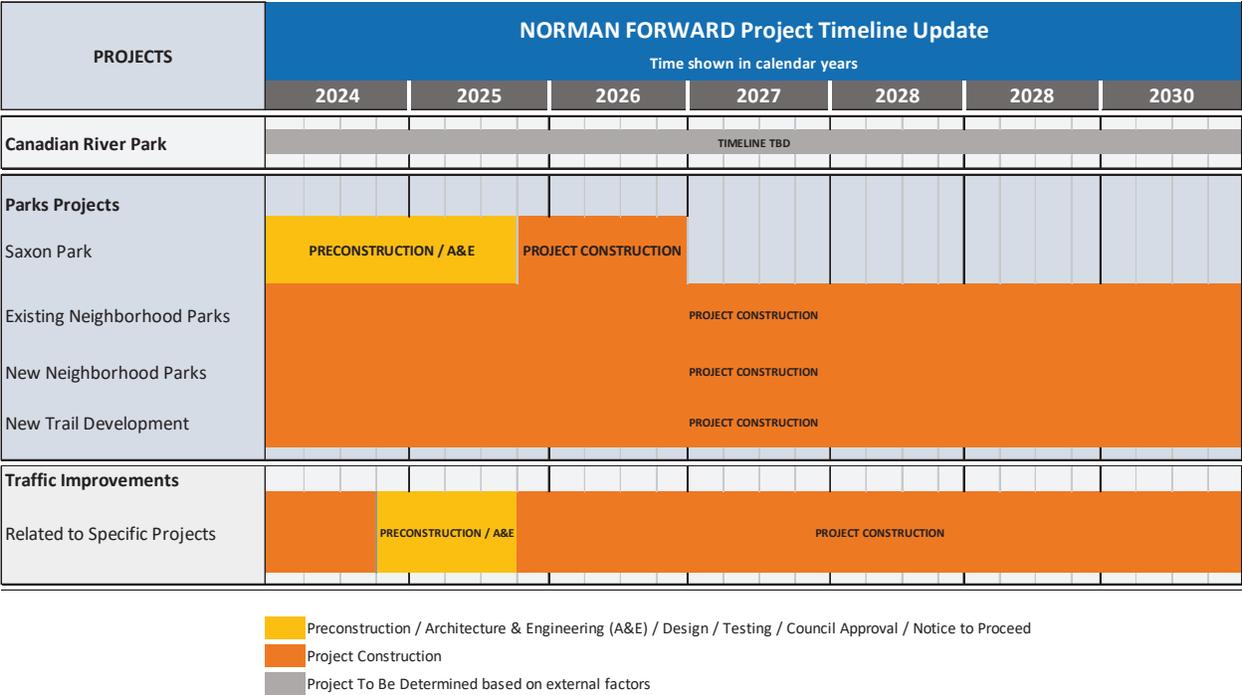
As part of the Implementation Plan, steps were taken to determine the order in which the projects, or phases of projects, would take place in the program. To complete this task, the Program Manager attended Citizens Financial Oversight Board meetings, ad hoc advisory group meetings, and worked with City Staff. City Staff provided budget information critical to project sequencing. The goal is to create a logical project progress schedule within the constraints of the funding structure. Individual project's schedules are updated in their discussions above.

Potential impacts to the overall NORMAN FORWARD project timeline include, but are not limited to:

- Fluctuation in sales tax revenue
- Changes in project scopes of work
- Inflation or other increases in cost of project construction
- Other unforeseen circumstances

The chart below is updated to reflect changing time schedules for the various projects as the overall Norman Forward program moves forward.

#### Project Timeline



## V. Conclusion

This Implementation Plan includes an introduction and history of the NORMAN FORWARD program, project descriptions, scopes of work, budgets, project phasing, and the Project Timeline. The original Implementation Plan was adopted by the City Council on June 28, 2016 (Resolution R-1516-130) and minor updates have been approved periodically by the Citizen's Financial Oversight Board (CFOB). At various points in time as significant projects are completed or changes are made, amended Implementation Plan documents will be re-submitted for Council consideration. On the recommendation of the CFOB, the Implementation Plan was formally amended on October 8, 2019 by Resolution R-1920-44 and again on April 12, 2022 by Resolution R-2122-110. The last update to the Implementation plan was in June of 2024.

Upon the recommendation of the Citizens Financial Oversight Board and final approval by City Council, City Staff will implement and administer the 15-year plan. The Program Manager assisted City staff with programming, cost estimating, design review, and construction observation on projects outlined by their contract with the City.

This document is based on currently available information as well as certain assumptions made based on anticipated requirements. It may be further amended by City Council as new information arises or other changes occur over the 15-year life of the quality-of-life program.

### Additional Information

#### **NORMAN FORWARD, City of Norman**

<https://www.normanok.gov/your-government/projects-initiatives/norman-forward>

#### **“Norman Voters Approve Sales Tax Increase”**

<http://journalrecord.com/2015/10/14/voters-approve-sales-tax-increase/>

#### **2009 Parks and Recreation Master Plan, City of Norman**

<https://www.normanok.gov/sites/default/files/documents/2020-05/ParksMasterPlan1.pdf>

#### **Young Family Athletic Center**

<https://www.normanok.gov/residents-visitors/parks-recreation/young-family-athletic-center>

#### **Senior Wellness Center**

<https://www.normanok.gov/residents-visitors/parks-recreation/senior-wellness-center>

NORMAN FORWARD SALES TAX FUND

Use Tax Growth Factor (FYE 2021 - FYE 2-31)  
Sales Tax Growth Factor (FYE 2020-FYE 2031)

5.000%
2.000%

	D	E	F	G	H	I	I	K	L	M	N	O	P	Q	R	S	TOTAL				
	FYE 16 ACTUAL	FYE 17 ACTUAL	FYE 18 ACTUAL	FYE 19 ACTUAL	FYE 20 ACTUAL	FYE 21 ACTUAL	FYE 22 ACTUAL	FYE 23 ACTUAL	FYE 24 ACTUAL	FYE 25 PROJECTED	FYE 26 PROJECTED	FYE 27 PROJECTED	FYE 28 PROJECTED	FYE 29 PROJECTED	FYE 30 PROJECTED	FYE 31 PROJECTED					
1 Beginning Fund Balance	\$0	\$42,568,850	\$68,812,898	\$54,059,451	\$44,634,680	\$38,479,004	\$65,775,649	\$62,575,441	\$18,323,563	\$8,125,188	\$10,248,636	\$10,476,829	\$12,924,637	\$13,756,647	\$16,411,311	\$16,856,969					
2																					
3 Revenues:																					
4 Sales Tax	\$3,036,583	\$9,101,963	\$9,101,396	\$9,249,871	\$9,280,292	\$9,951,030	\$11,945,244	\$12,028,846	\$11,999,913	\$11,848,045	\$12,085,006	\$12,326,706	\$12,573,240	\$12,824,705	\$13,081,199	\$9,046,096	\$169,480,135				
5 Use Tax	157,660	\$535,679	\$710,671	\$946,909	\$1,046,880	\$1,496,071	\$1,749,400	\$1,913,735	\$2,118,725	\$2,126,837	\$2,233,179	\$2,344,838	\$2,462,080	\$2,585,184	\$2,714,443	\$2,850,165	\$27,992,455				
6 Interest/Investment Income	3,790	114,127	595,431	883,333	570,925	177,820	151,866	768,455	494,362	294,198	25,000	25,000	25,000	25,000	25,000	25,000	\$197,472,590				
I/F Trans - Parkland, Room Tax	0	0	0	0	150,000	0	3,801,683	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
I/F Trans - Water Fd; UNP TIF Fund	0	0	0	0	54,419	4,776,381	380,559	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
I/F Trans - General Fd	0	0	0	0	0	4,800,000	0	\$ 1,197,277	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
7 Donations/Other	0	0	8,500	0	52,979	\$ -	\$ 2,188,372	\$ 2,473,314	\$ 2,391,503	\$ 600,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000				
8																					
9 Subtotal	\$3,198,033	\$9,751,769	\$10,415,998	\$11,080,113	\$11,155,495	\$21,201,302	\$20,217,124	\$18,381,627	\$17,004,503	\$14,869,080	\$14,743,185	\$15,096,544	\$15,460,320	\$15,834,889	\$16,220,642	\$12,321,261	\$226,951,884				
10 Bond Proceeds	43,160,000	30,950,000			0	22,250,000	0										\$96,360,000				
11 Total Revenue	\$46,358,033	\$40,701,769	\$10,415,998	\$11,080,113	\$11,155,495	\$43,451,302	\$20,217,124	\$18,381,627	\$17,004,503	\$14,869,080	\$14,743,185	\$15,096,544	\$15,460,320	\$15,834,889	\$16,220,642	\$12,321,261	\$323,311,884				
12 Expenditures:																					
13 Norman Public Library - Centra	2,575,149	3,125,305	11,766,247	6,041,913	19,004	5,838,504	5,562,600	61,036	31,269	3,276	4,963						\$35,029,266				
14 Norman Public Library - Centra			0	5,838,504	0																
15 Norman Public Library - East	157,969	647,440	3,555,919	343,261													\$4,790,972				
16 Norman Public Library - East				81,895	4,488																
17 Westwood Pool Complex	268,889	7,308,839	3,980,989	77,159					3,333								\$11,763,799.69				
18 Westwood Pool Complex				119,782	\$8,141																
19 Park Development - Ruby Grant				360,669	3,347,014												\$ 6,243,471				
Park Development - Ruby Grant																					
20 Park Development - Saxon																					
21 Park Renovation - Existing Park:																					
22 Park Renovation-New Neighborhood Park:																					
23 Park Renovation - Andrews		7,314		225,658	491,041	352,363	193,210	331,803	546,795	384,324	650,000	650,000	1,000,000	1,156,000			\$571,471				
Park Renovation - Andrews		0		16,470	337,044	95,620	34,000	62,079	568,396	20,282	300,000	500,000	350,000	360,000			\$2,651,205				
Park Renovation - Andrews				1,900	323,382	1,011,482	22,289	5,515	2,728	21,395							\$1,499,790				
Park Renovation - Andrews							12,000	5,460													
24 Park Renovation - Tennis Centre		248,742	42,608	319,012													\$1,801,277				
25 Park Renovation - Tennis Centre				1,190,915																	
26 Park Development - Trails					14,000	20,000	395,459										\$4,895,459				
27 Sports Complex - Reaves		88,720	180,419	111,659	377,300	2,451,666	4,602,616	451,118	65,196	3,835		1,000,000	2,400,000	1,066,000			8,516,242				
28 Sports Complex - Reaves				183,714				3,772,403													
29 Sports Complex - Football/Softbal				0				42,853									\$12,075				
30 Sports Complex - Griffir	171,280	105,855	636,406	0	12,075												12,091,319				
31 Sports Complex - Griffir		46,136		358,699	1,243,675	707,270	1,373,859	551,884	2,541,573	306,690											
Sports Complex - Griffir				123,503	0			3,559,658	364,831												
32 Indoor Multi Sports Facility		0	0					1,142,078									\$21,126,480				
Indoor Multi Sports Facility								10,857,113	8,636,482	524,565											
Indoor Multi Sports Facility								753,095													
33 Griffin Land Acquisition								9,155,422									\$11,797,709				
34 James Garner Avenue					80,000	1,038,190	1,604,097	1,604,097									\$2,400,000				
35 James Garner Avenue	8,930	38,800	804,331	62,792	22,918	73,674	323,858	80,000	80,000	80,000	1,900,000						4,487,280				
Indoor Aquatic Center		34,534		609,587				2,008,489	103,251	430,650											
36 Indoor Aquatic Center		0	0			1,038,190	3,447,032	1,500,000													
Indoor Aquatic Center						297,849	291,648	2,762,300									\$4,822,711				
Indoor Aquatic Center						0	205,466	4,027,748													
37 Canadian River Park								2,776,863													
38 Senior Center															1,995,000		\$1,995,000				
39 Traffic Improvements	0		0	0	127,648	227,723	961,570	9,851,279	2,363,882	749,450							\$14,281,552				
40 Debt Issuance Costs	457,432	423,815	0	0	0	314,825		193,054	1,838,153		500,000		500,000				\$3,031,207				
41 Subtotal	\$3,639,649	\$12,075,501	\$21,547,990	\$16,067,091	\$12,367,513	\$10,657,280	\$14,751,069	\$53,145,358	\$17,111,287	\$2,605,927	\$3,800,000	\$1,150,000	\$2,850,000	\$3,916,000	\$3,061,000	\$0	\$161,467,524				
42 2015 Note (Proceeds Spend Down)	Par Amount	Issue Date	Maturity Date																		
43 2017 Note (Proceeds Spend Down)	\$43,160,000	12/1/2015	1/1/2029	\$3,459,439	\$11,598,235	\$21,066,019	\$7,316,395														
44 2019 Note (Proceeds Spend Down)	\$30,950,000	5/1/2017	7/1/2030		\$423,815	\$0	\$8,147,900	\$7,928,844	\$4,773,616	\$6,936,268	\$2,772,778										
	\$22,250,000	12/1/2017	7/1/2031				\$0	\$0	\$314,825	\$0	\$22,023,967	364,831									
45 I/F Transf - GF				15,000	139,328	187,695	349,828	363,569	377,998	393,147	520,500	545,775	572,314	600,180	629,439	660,161	\$5,354,934				
46 I/F Transf - Public Art Fund		95,000	151,533	66,237							200,000	150,000	122,500				\$785,270				
47 Operating Expense - Indoor Aquatic Ctr											175,000	175,000	175,000	175,000	175,000	175,000	\$1,050,000				
48 Project Oversight Services	146,836	444,592	408,421	548,483	645,556	419,213	689,524	246,243	76,629								\$3,625,497				
49 I/F Trans - Westwood Fund				35,004	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	35,000	\$455,004				
50 Capital Equipment															125,000		\$125,000				
51 Debt Service - 2015 Note (Bank Loan)	Interest Rate	Par Amount	Maturity	2,698	1,842,628	2,270,117	2,240,167	2,609,396	3,160,757	3,103,076	4,005,473	5,252,540	5,987,485	5,954,131	6,388,741	5,907,251	2,892,465	0	0	\$51,616,924	
52 Debt Service - 2017A Note (Bank Loan)	2.40%	\$30,950,000	7/1/2030			791,384	1,532,903	1,514,378	1,694,712	2,167,300	2,626,262	2,578,268	2,529,968	2,854,800	3,192,400	3,721,600	4,236,400	6,973,600	0	0	\$36,413,975
53 Debt Service - 2020 Note (Bank Loan)	2.40%	\$22,250,000	7/1/2031			0	0	0	0	2,321,535	2,211,600	1,771,156	1,194,105	1,011,820	1,244,645	1,325,180	4,775,945	9,107,245	9,107,245	0	\$25,938,791
	Total	96,360,000																			
54 Total Expenditures	\$3,789,183	\$14,457,721	\$25,169,445	\$20,504,885	\$17,311,171	\$16,154,657	\$23,417,332	\$62,633,505	\$27,202,878	\$12,745,632	\$14,514,991	\$12,648,736	\$14,628,310	\$13,180,225	\$15,774,984	\$9,977,406	\$304,111,060				
55 Net Difference	\$42,568,850	\$26,244,048	(\$14,753,447)	(\$9,424,772)	(\$6,155,676)	\$27,296,645	(\$3,200,208)	(\$44,251,878)	(\$10,198,375)	\$2,123,448	\$228,193	\$2,4									



## CITY OF NORMAN, OK STAFF REPORT

**MEETING DATE:** 2/24/2026

**REQUESTER:** James Briggs, Park Development Manager

**PRESENTER:** Jason Olsen, Director of Parks and Recreation

**ITEM TITLE:** CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RFP-2526-18 AND CONTRACT K-2526-148: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND PLAY BY DESIGN, INC., IN THE AMOUNT OF \$185,000.00, MAINTENANCE BOND MB-2526-49, PERFORMANCE BOND B-2526-66; AND STATUTORY BOND B-2526-67 FOR THE SUTTON PLACE PARK PLAYGROUND PROJECT, AND RESOLUTION R-2526-106, GRANTING TAX EXEMPT STATUS. (Ward 6)

### BACKGROUND:

In October of 2015, Norman voters approved funding for the Norman Forward program of capital projects focused on quality-of-life improvements. One of the program's projects was to renovate our existing neighborhood parks at varying levels of detail (trails, playgrounds, sports courts, tree planting, etc.), as evaluated by staff. Another project was focused on funding the construction of five new neighborhood parks, based on survey responses from the residents around these park sites.

Since the program started, we have completed renovations in several parks (Oakhurst, Rotary, Prairie Creek, and Sonoma Park, among others) and have completed several small projects to improve park furnishings, signage, trails, and other amenities in many parks. Not all parks were budgeted for playground replacements in the original Norman Forward program that was presented to voters. However, in the ten (10) years since the program started, all our parks have aged to the point that any future funding requests will include replacing the remaining playgrounds in town in a "worst-to-best" order, as is being done with the current project for renovations.

### DISCUSSION:

On November 21 and 28, 2025, RFP Number 2526-18 for the Sutton Place Park Playground Project was advertised in the Norman Transcript, Construct Connect, e-Plan, and other plan distribution services, as well as on the City's website. Parks staff received over a dozen proposals for the project on December 18, 2025. Bidders were instructed to use all available funds in their proposal, and to include synthetic turf safety surfacing and a shade structure over a large portion of the new equipment. No Add-Alternate items were considered in the process.

Staff evaluated each proposal to ensure it met the RFP criteria and to determine which would best fit the park site and the neighborhood served by the park.

The playground in Sutton Place is at the end of its usable life, with replacement parts becoming harder to secure. Sutton Place has also received several minor upgrades since 2015, including new park furnishings, several tree plantings, a new half-court basketball court, and the addition of a soccer practice goal. This playground replacement will complete the renovation of this popular neighborhood park.

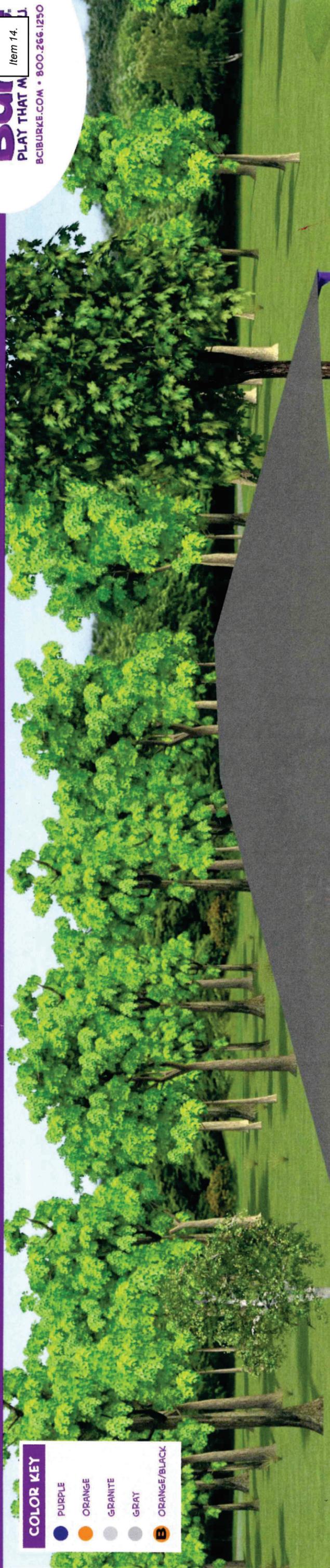
The Sutton Place playground proposal was presented to the Norman Board of Park Commissioners on February 5, 2026, and was supported unanimously.

Staff recommends awarding Contract Number K-2526-149 to Play by Design, Inc., in the total amount of \$185,000.00 for the Sutton Place Park Playground Project.

**RECOMMENDATION NO. 1:** It is recommended that RFP Number 2526-18 be awarded to Play by Design, Inc., in the amount of \$185,000.00 for the Sutton Place Park Playground Project. The funding is available for this project in the Norman Forward Neighborhood Park Improvements Construction Account (account 51798830-46101; project NFP101).

**RECOMMENDATION NO.2:** It is further recommended that the City Council approve the Contract K-2526-148, Performance Bond B-2526-66, Statutory Bond B-2526-67, and Maintenance Bond MB-2526-49 for the Sutton Place Park Playground Project.

**RECOMMENDATION NO.3:** It is further recommended that Play by Design, Inc., be authorized and appointed as the project agent for the Sutton Place Park Playground Project by Resolution R-2526-106.



**COLOR KEY**

●	PURPLE
●	ORANGE
●	GRANITE
●	GRAY
●	ORANGE/BLACK



**C O N T R A C T**

This Contract, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_, by and between Play by Design, Inc., an Oklahoma Corporation, hereinafter designated as "Contractor", and the City of Norman, an Oklahoma municipal corporation, hereinafter designated as "City".

**W I T N E S S E T H**

WHEREAS, the City has caused to be prepared in accordance with law, specifications, and other bidding documents for the work hereinafter described and has approved and adopted all said bidding documents, and has caused Solicitation for Bids to be given and advertised as required by law, and has received sealed proposals for the furnishing of all labor and materials for the following project:

**SUTTON PLACE PARK PLAYGROUND PROJECT**

as outlined and set out in the bidding documents and in accordance with the terms and provisions of said contract; and

WHEREAS, the Contractor in response to said Solicitation for Bids, has submitted to the City, in the manner and at the time specified, a sealed proposal in accordance with the terms of this Contract; and

WHEREAS, the City, in the manner provided by law, has opened, examined, and canvassed the proposals submitted and has determined and declared the above-named Contractor to be the lowest and best bidder on the above-prepared project, and has duly awarded this contract to said Contractor, for the total sum named in the proposal, to wit: One Hundred Eighty-Five Thousand DOLLARS (\$185,000.00).

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:

- 1. The Contractor shall, in a good and first-class, workmanlike manner at their own cost and expense, furnish all labor, materials, tools, and equipment required to perform and complete said work in strict accordance with this Contract and the following Contract Documents:
  - i. Specifications, Provisions and Bonds thereto, all of which documents are on file in the office of the City Clerk of the City of Norman, and are made a part of this Contract as fully as if the same were set out at length, with the following additions and or exceptions: (If none, so state.) NONE
  - ii. The Notice to Bidders published in the Norman Transcript November 21 and 28, 2025; the Request for Proposal (RFP 2526-18), containing the instructions to bidders and the special and general provisions of specifications; and the Contractor's bid or proposal; each of said instruments on file in the office of the City Clerk of the City of Norman, are made part of this contract as if fully written in detail herein or attached thereto.

To that end, no provision of this Contract or of any such aforementioned document shall be interpreted or given legal effect to create an obligation on the part of the City to third persons, including, by way of illustration but not exclusion, sureties upon performance bonds, payment bonds or other bonds, assignees of the Contractor, subcontractors, and persons performing labor, furnishing material or in any other way contributing to or assisting in the performance of the obligation of the Contractor; nor shall any such provisions be interpreted or given legal effect to afford a defense against any obligation owed or assumed by such third person to the City or in any way to restrict the freedom of the City to exercise full discretion in its dealing with the Contractor.

2. The City shall make payments to the Contractor in the following manner:
  - i. The project manager, or other appropriate person, will make accurate estimates of the value, based on contract prices, or work done, and materials incorporated in the work and of materials suitably stored at the site thereof, to submit to the City as an application for payment. The Contractor shall furnish to the project manager, or the appropriate person, such detailed information as they may request to aid them as a guide in the preparation of the application for payment. Each estimate and application for payment must contain or have attached an affidavit as required by Senate Bills 469 of the 1974 Legislature. The City will pay Contractor within thirty (30) days of receipt of the application for payment and only after the work contained in the application for payment has been fully completed and has been approved and accepted by the City.
  - ii. On completion of all the work, but prior to the acceptance thereof by the City, it shall be the duty of the project manager, or other appropriate person, to determine that said work has been completely and fully performed in accordance with this Contract and the Contract Documents; and upon making such determinations said official shall make his final certificate to the City. The Contractor shall furnish proof that all claims and obligations incurred by them in connection with the performance of said work have been fully paid and settled; said information shall be in the form of an affidavit, which shall bear the approval of the surety on the contract bonds for payment of the final estimates to the Contractor; thereupon, the final estimate (including retainages) will be approved and paid within thirty (30) days and only after all the work has been fully completed to the satisfaction of the City.
3. It is further agreed that the Contractor will commence said work within ten (10) days following receipt of a NOTICE-TO-PROCEED, and prosecute the same vigorously and continuously, and complete the same in One Hundred Twenty (120) calendar days. The City may terminate this Contract for any reason upon thirty (30) days written notice to Contractor.
4. Notice: Any notice, demand, or other communication under this Agreement shall be sufficiently given or delivered when it is delivered personally, or within three (3) business days after it is deposited in the United States mail, registered or certified mail, postage prepaid, return receipt requested, to:

City:

Name: James Briggs  
 Title: Park Development Manager  
 Street Address : 225 N. Webster Ave.  
 City, State Zip: Norman, OK 73069

Contractor:

Name: Cheryl Summers  
 Title: Owner  
 Street Address: 21701 S. Sundance Dr.  
 City, State Zip: Claremore, OK 74019

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

6. Insurance: Contractor shall, at its own expense, keep in force insurance of the following types and in not less than the following amounts, issued by a company or companies licensed to do business in Oklahoma and is of sound and adequate financial responsibility, against all liabilities for accidents arising out of or in connection with Contractor's performance of this Contract, except when caused by the City's negligence or that of its agents or employees, and shall furnish to the City certificates evidencing such insurance subject to the limitations set forth above in respect to the City's sole negligence and Contractor shall furnish a certificate to the effect that such insurance shall not be changed or cancelled without ten (10) days prior notice to the City, said notice shall be written and shall be given by Contractor, to wit:

- i. Worker's Compensation Insurance and Employer's Liability Insurance as prescribed by State Statute, for all of Contractor's employees and subcontractors working on the project, with the subcontractors to also provide the same.
- ii. Provide both Commercial General Liability Insurance and Automobile Liability Insurance for personal injury and property damage in limits prescribed by the Oklahoma

Governmental Tort Claims Act (51 O.S. § 151 et seq.) and subsequent revisions thereto, as follows:

- a. \$75,000 for loss of property arising out of a single act or occurrence.
- b. \$250,000 per person for any other loss arising out of a single act or occurrence.
- c. \$2,000,000 for any number of claims arising out of a single act or occurrence.

7. Miscellaneous:

- i. *Counterparts*: This Contract may be executed in any number of counterparts, each of which shall be deemed an original and constitute the same instrument.
- ii. *Severability*: If any provision of this Contract is determined to be unenforceable, invalid or illegal, then the enforceability, validity and legality of the remaining provisions will not in any way be affected or impaired, and such provision will be deemed to be restated to reflect the original intentions of the parties as nearly as possible in accordance with applicable law.
- iii. *Governing Law; Venue*: This Contract shall be governed and construed in accordance with the laws of the United States of America and the State of Oklahoma. The venue for any action under this agreement shall be in the District Court of Cleveland County, Oklahoma or the United States District Court for the Western District of Oklahoma. The parties agree to submit to the subject matter and personal jurisdiction of said court.
- iv. *Authority*: Each party hereto has the legal right, power and authority to enter into this Contract. Each party's execution, delivery and performance of this Contract has been duly authorized, and no other action is requisite to the valid and binding execution, delivery and performance of this Contract, except as expressly set forth herein.
- v. *Entire Agreement; Amendments*: This Contract and the associated Contract Documents constitute the entire agreement among the parties hereto and may not be amended or modified, except in writing, signed by each of the parties hereto. This Contract shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.
- vi. *Assignment*: This Contract shall not be assigned by Contractor without prior written consent of the City.
- vii. *Nondiscrimination*: Contractor acknowledges that the Certification of Nondiscrimination completed with their bid proposal is incorporated herein and thereby agrees to comply with the requirements contained in such certification throughout the performance of this Contract.
- viii. *Non-Waiver*: No failure on the part of either party to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof; nor shall any single or partial

Contract No. K-2526-148

exercise by either party of any right hereunder preclude any other or future exercise thereof or the exercise of any other right. The remedies herein provided are cumulative and not exclusive of any remedy available to either party at law or in equity.

8. The sworn statement below must be signed and notarized before this Contract will become effective.

*[Signatures on following page]*

Contract No. K-2526-148

IN WITNESS WHEREOF, the said parties have hereunto set their hands and seals respectively the 17 day of feb, 2026. The parties agree that they may conduct the transaction by electronic means and hereby state that electronic signature is valid and shall have the same force and effect as an original signature.

CONTRACTOR  
Corporate Seal



Play by Design, Inc.  
Company Name

ATTEST: Anna A. Summers  
Corporate Secretary

BY Cheryl L. Sumners  
President or Managing Partner

(STATE OF Oklahoma)

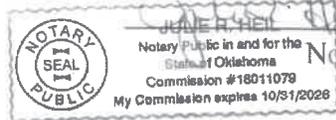
(COUNTY OF Tulsa)

cheryl sumners, of lawful age, being first duly sworn, on oath says that (s)he is the agent authorized by Contractor to submit the above Contract to the City. Affiant further states that Contractor has not paid, given or donated or agreed to pay, give, or donate to any officer or employee of the City any money or other thing of value, either directly or indirectly, in the procuring of the contract.

Cheryl L. Sumners  
President or Managing Partner

Subscribed and sworn to before me this 17 day of feb, 2026.

My Commission Expires: 10.31.26  
Commission Number: 18011079



Julie A. Hill  
Notary Public

**CITY OF NORMAN**

Approved as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
City Attorney

Approved by the City Council this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

ATTEST: \_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

**STATUTORY BOND**

Know all men by these presents, that Play by Design, Inc., as Principal, and \_\_\_\_\_, a corporation organized under the laws of the State of \_\_\_\_\_, and authorized to transact business in the State of Oklahoma, as Surety, are held and firmly bound unto the City of Norman, a Municipal Corporation and city of the first class, of the State of Oklahoma in the penal sum of One Hundred Eighty Five Thousand Dollars (\$ 185,000 ), for the payment of which sum Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the conditions of this obligation are such that the above Principal is the lowest and best bidder for the making of the following City work and improvement, viz.:

**SUTTON PLACE PARK PLAYGROUND PROJECT**

and has entered into a certain written contract with the City of Norman, dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, for the erection and construction of said work and improvement, in exact accordance with the bid of said Principal, and according to certain specifications heretofore made, adopted and placed on file in the office of the City Clerk of the City of Norman.

NOW, THEREFORE, if the said Principal, shall properly and promptly complete the work on the above named project in accordance with the contract, and shall well and truly pay all indebtedness incurred for labor and material and repairs to and parts for equipment furnished in the making of said project incurred by the Principal or subcontractors, then this obligation shall be void. Otherwise, this obligation shall remain in full force and effect. If debts are not paid within thirty (30) days after the same becomes due and payable, the person, firm, or corporation entitled thereto may sue and recover on this bond, the amount so due and unpaid.

It is further expressly agreed and understood by the parties hereto that no changes or alterations in said Contract and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of them, from the obligations of this Bond.

IN WITNESS WHEREOF, the said Principal has caused these presents to be executed in its name and its corporate seal (where applicable) to be hereunto affixed by its duly authorized representative(s), on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and the said Surety has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its attorney-in-fact, duly authorized to do so, on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

*[Signatures on following page]*

(Corporate Seal) (where applicable)

Principal

ATTEST:

Signed: \_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Corporate Secretary (where applicable)

Title: \_\_\_\_\_

Address: \_\_\_\_\_

(Corporate Seal) (where applicable)

Surety

ATTEST:

Signed: \_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Title:

Printed: \_\_\_\_\_  
Authorized Representative

Title: \_\_\_\_\_

Address: \_\_\_\_\_

STATE OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_, SS:

Before me, the undersigned, a Notary Public in and for said County and State on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, personally appeared \_\_\_\_\_ to me known to be the identical person who executed the foregoing, and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

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

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

My Commission Number: \_\_\_\_\_

Approved as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
City Attorney

Approved by the Council of the City of Norman, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

**PERFORMANCE BOND**

Know all men by these presents, that Play by Design, Inc., as Principal, and \_\_\_\_\_, a corporation organized under the laws of the State of \_\_\_\_\_, 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, in the full and just sum of One Hundred Eighty Five Thousand Dollars, (\$ 185,000), for the payment of which sum Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the conditions of this obligation are such, that said Principal is the lowest and best bidder for the making of the following city work and improvements, viz.:

**SUTTON PLACE PARK PLAYGROUND PROJECT**

and has entered into a certain written contract with the City Of Norman dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, for the erection and construction of the above named project, that said Contract being incorporated herein by reference as if fully set forth.

NOW, THEREFORE, if said Principal shall, in all particulars, well, truly and faithfully perform and abide by said Contract and each and all specifications and covenants thereto; and if said Principal shall promptly pay, or cause to be paid, all labor, materials and/or repairs and all bills for labor performed on said work, whether incurred by Principal or subcontracts; and if said Principal shall protect and hold harmless the City of Norman from all loss, damage and expense to life or property suffered or sustained by any person, firm, or corporation caused by said Principal or its agents, servants, or employees in the construction of said work, or by or in consequence of any negligence, carelessness or misconduct in guarding and protecting the same, or from any act or omission of said Principal or its agents, servants, or employees, and if said Principal shall protect and save the City of Norman harmless from all suits and claims of infringement or alleged infringement or patent rights or processes, then this obligation shall be null and void. Otherwise 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 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 this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and the said Surety has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its attorney-in-fact, duly authorized to do so, on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

*[Signatures on following page]*

Performance Bond No. B-2526-66  
Page 1 of 2

(Corporate Seal) (where applicable)

Principal

ATTEST:  
  
\_\_\_\_\_  
Corporate Secretary (where applicable)

Signed: \_\_\_\_\_  
Authorized Representative

Title: \_\_\_\_\_

Address: \_\_\_\_\_

(Corporate Seal) (where applicable)

Surety

ATTEST:

Signed: \_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Title:

Printed: \_\_\_\_\_  
Authorized Representative

Title: \_\_\_\_\_

Address: \_\_\_\_\_

STATE OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_, SS:

Before me, the undersigned, a Notary Public in and for said County and State on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, personally appeared \_\_\_\_\_ to me known to be the identical person who executed the foregoing, and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

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

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

My Commission Number: \_\_\_\_\_

Approved as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
City Attorney

Approved by the Council of the City of Norman, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

**MAINTENANCE BOND**

Know all men by these presents, that Play by Design, Inc., as Principal, and \_\_\_\_\_, as a corporation organized under the laws of the State of \_\_\_\_\_, and authorized to transact business in the state of Oklahoma, as Surety, are jointly and severally, firmly held and bound unto the City of Norman, herein called City, in the penal sum of One Hundred Eighty Five Thousand Dollars (\$ 185,000 ), in lawful money of the United States of America, same being one hundred percent (100%) of the cost of construction herein referred to for the payment of which sum Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the conditions of this obligation are such, that said Principal is the lowest and best bidder for the making of the following city work and improvements, viz.:

**SUTTON PLACE PARK PLAYGROUND PROJECT**

WHEREAS, the Principal, has entered into a certain Contract (K-2526-148) with the City dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, for the erection and construction of the above named Project, that Contract being incorporated herein by references as if fully set forth; and,

WHEREAS, under the ordinances of the City, the said Principal is required to furnish to the City a maintenance bond covering the said Project, the bond to include the terms and provisions hereinafter set forth, as a condition precedent to final acceptance of the said Project.

NOW, THEREFORE, the said Principal shall keep and maintain, subject to normal wear and tear, the said Project, except for defects not occasioned by improper workmanship, materials, or failure to protect new work until it is accepted, for a period of one (1) year from the date of the written final acceptance thereof by the City, and shall promptly repair, without notice from the City, any and all defects or failures occurring or arising from improper workmanship, materials, or failure to protect new work until it is accepted within a period of one (1) year without notice from said City, and without expense to said City, thence this obligation shall be null and void and of no force and effect. Otherwise, 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 make any needed repairs upon said Project, or to maintain any part of the same, as set out in the preceding paragraph, within ten (10) days after the mailing of notice to the Principal by letter deposited in the United States Post Office at Norman, Oklahoma, addressed to the Principal at the address set forth below, then the Principal and Surety shall jointly and severally be liable to the City, for the cost and expense for making such repairs, or otherwise maintaining the said Project.

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.

*[Signatures on pages to follow]*

Maintenance Bond No. MB-2526-49

Page 1 of 3

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 this \_\_\_ day of \_\_\_\_\_, 20\_\_\_, and the said Surety has caused these presents to be executed in its name its corporate seal to be hereunto affixed by its attorney-in-fact, authorized to do so, this \_\_\_ day of \_\_\_\_\_, 20\_\_\_.

(Corporate Seal) (where applicable)

Principal

ATTEST:

Signed: \_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Corporate Secretary (where applicable)

Title: \_\_\_\_\_

Address: \_\_\_\_\_

(Corporate Seal) (where applicable)

Surety

ATTEST:

Signed: \_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Title:

Printed: \_\_\_\_\_  
Authorized Representative

Title: \_\_\_\_\_

Address: \_\_\_\_\_

STATE OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_, SS:

Before me, the undersigned, a Notary Public in and for said County and State on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_, personally appeared \_\_\_\_\_ to me known to be the identical person who executed the foregoing, and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

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

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

My Commission Number: \_\_\_\_\_

*[Signatures continued on following page]*

Approved as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
City Attorney

Approved by the Council of the City of Norman, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

ATTEST: \_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

# Resolution

R-2526-106

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING AND APPOINTING PLAY BY DESIGN, INC., AS PROJECT AGENT FOR THE SUTTON PLACE PARK PLAYGROUND 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 Play by Design, Inc., for the Sutton Place Park Playground Project; and
- § 2. WHEREAS, the City of Norman, Oklahoma, in compliance with State law, desires to confer on Play by Design, Inc., its special State and Federal sales tax exemptions and in order to achieve such end, finds it necessary to appoint as its direct purchasing agent, Play by Design, Inc., to purchase materials which are in fact used for the Sutton Place Park Playground Project; and
- § 3. WHEREAS, this limited agent status is conferred with the express understanding that Play by Design, Inc., 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 24<sup>th</sup> day of February, 2026, did appoint Play by Design, Inc., who is involved with the Sutton Place Park Playground 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 Sutton Place Park Playground Project.

PASSED AND ADOPTED THIS 24<sup>TH</sup> DAY OF FEBRUARY 2026.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk



**Bid Tabulation**  
**RFP 2526-18 Sutton Place Playground**  
**Budget--\$185,000**

Vendor	Price	Notes
1. Play by Design (Burke)	\$185,000	Voted highest
2. ACS Playgrounds (Opt 2)	\$185,000	Second Place
3. Happy Playgrounds (B)	\$185,000	Third Place
4. ABC Creative	\$184,764.29	
5. Platinum Playgrounds	\$185,000	
6. Crouch (Kompan)	\$185,000	
7. Happy Playgrounds (A)	\$185,000	
8. Acs Playgrounds (Opt 1)	\$185,000	
9. Miracle Recreation	\$185,000	
10. Cunningham (GameTime)	\$184,999.77	
11. Play & Park Structures (1)	\$217,182.92	DQ (Overbudget)
12. Play & Park Structures (2)	\$200,000	DQ (Overbudget)

**File Attachments for Item:**

15. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RFP-2526-17 AND CONTRACT K-2526-149: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND HAPPY PLAYGROUNDS, LLC, IN THE AMOUNT OF \$230,000.00, MAINTENANCE BOND MB-2526-50, PERFORMANCE BOND B-2526-68; AND STATUTORY BOND B-2526-69 FOR THE NORTHEAST LIONS PARK PLAYGROUND PROJECT, AND RESOLUTION R-2526-107, GRANTING TAX EXEMPT STATUS. (Ward 6)

**File Attachments for Item:**

15. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RFP-2526-17 AND CONTRACT K-2526-149: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND HAPPY PLAYGROUNDS, LLC, IN THE AMOUNT OF \$230,000.00, MAINTENANCE BOND MB-2526-50, PERFORMANCE BOND B-2526-68; AND STATUTORY BOND B-2526-69 FOR THE NORTHEAST LIONS PARK PLAYGROUND PROJECT, AND RESOLUTION R-2526-107, GRANTING TAX EXEMPT STATUS. (Ward 6)



## CITY OF NORMAN, OK STAFF REPORT

**MEETING DATE:** 02/24/2026

**REQUESTER:** Jason Olsen

**PRESENTER:** Jason Olsen, Director of Parks and Recreation

**ITEM TITLE:** CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RFP-2526-17 AND CONTRACT K-2526-149: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND HAPPY PLAYGROUNDS, LLC, IN THE AMOUNT OF \$230,000.00, MAINTENANCE BOND MB-2526-50, PERFORMANCE BOND B-2526-68; AND STATUTORY BOND B-2526-69 FOR THE NORTHEAST LIONS PARK PLAYGROUND PROJECT, AND RESOLUTION R-2526-107, GRANTING TAX EXEMPT STATUS. (Ward 6)

### BACKGROUND:

In 2015, Norman voters approved funding for the Norman Forward program of capital projects focused on quality-of-life improvements. One of the program's projects was to renovate our existing neighborhood parks at varying levels of detail (trails, playgrounds, sports courts, tree planting, etc.), as evaluated by staff. Another project was focused on funding the construction of five new neighborhood parks, based on survey responses from the residents around these park sites.

Since the program started, we have completed renovations in several parks (Oakhurst, Rotary, Prairie Creek, and Sonoma Park, among others) and have completed several small projects to improve park furnishings, signage, trails, and other amenities in many parks. Not all parks were budgeted for playground replacements in the original Norman Forward program that was presented to voters. However, in the ten (10) years since the program started, all our parks have aged to the point that any future funding requests will include replacing the remaining playgrounds in town in a "worst-to-best" order, as is being done with the current project for renovations.

### DISCUSSION:

On November 21 and 28, 2025, RFP Number 2526-17 for the Northeast Lions Park Playground Project was advertised in the Norman Transcript, Construct Connect, e-Plan, and other plan distribution services; and was advertised on the City's website. We received over a dozen proposals for the project on December 18, 2025. Bidders were instructed to use all available funds in their proposal, and to include synthetic turf safety surfacing and a shade structure over a large portion of the new equipment. No Add-Alternate items were considered in the process.

We evaluated each proposal to ensure it met the criteria in the RFP, and to determine which would best fit the park site and neighborhood being served by the park.

At Northeast Lions Park, the new equipment will be located in the newly incorporated part of that park that used to be called "High Meadows Park", before the conjoining of those two parks with the land the City gained from Norman Public Schools east of Eisenhower Elementary last year to make one large park property (now collectively called Northeast Lions Park). This is being done to help address the main problem with the old Northeast Lions Park play equipment: it was the most vandalized and damaged playground in the park system, and it was isolated entirely from view at night by the pond in Northeast Lions, behind a large group of trees with no lights. By the time the replacement project was bid on in late 2025, the playground was missing many parts (slides, tunnels, spring riders, etc.) that had been damaged and were no longer available for purchase as replacements.

Staff recommend awarding Contract Number K-2526-149 to Happy Playgrounds, LLC, in the total amount of \$230,000.00 for the Northeast Lions Park Playground Project.

**RECOMMENDATION NO. 1:** It is recommended that RFP Number 2526-17 be awarded to Happy Playgrounds, LLC, in the amount of \$230,000.00 for the Northeast Lions Park Playground Project. The funding is available for this project in the Norman Forward Neighborhood Park Improvements Construction Account (account 519830452-46101; project NFP101--\$1,171,030).

**RECOMMENDATION NO.2:**  
It is further recommended that City Council approve Contract K-2526-149, Performance Bond B-2526-68, Statutory Bond B-2526-69, and Maintenance Bond MB-2526-50 for the Northeast Lions Park Playground Project.

**RECOMMENDATION NO.3:**  
It is further recommended that Happy Playgrounds, LLC, be authorized and appointed as project agent for the Northeast Lions Park Playground Project by Resolution R-2526-107.



**NE Lions Park**  
 Option A  
 HP121325-1

Sales Representative  
  
**Happy Playgrounds**  
Play. World. Play.

Equipment Manufacturer  
  
**PLAYWORLD**  
The world needs play.

**CONTRACT**

This Contract, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by and between Happy Playgrounds, LLC, an Oklahoma Limited Liability Corporation, hereinafter designated as “Contractor”, and the City of Norman, an Oklahoma municipal corporation, hereinafter designated as “City”.

**WITNESSETH**

WHEREAS, the City has caused to be prepared in accordance with law, specifications, and other bidding documents for the work hereinafter described and has approved and adopted all said bidding documents, and has caused Solicitation for Bids to be given and advertised as required by law, and has received sealed proposals for the furnishing of all labor and materials for the following project:

**NORTHEAST LIONS PARK PLAYGROUND PROJECT**

as outlined and set out in the bidding documents and in accordance with the terms and provisions of said contract; and

WHEREAS, the Contractor in response to said Solicitation for Bids, has submitted to the City, in the manner and at the time specified, a sealed proposal in accordance with the terms of this Contract; and

WHEREAS, the City, in the manner provided by law, has opened, examined, and canvassed the proposals submitted and has determined and declared the above-named Contractor to be the lowest and best bidder on the above-prepared project, and has duly awarded this contract to said Contractor, for the total sum named in the proposal, to wit: Two Hundred Thirty Thousand DOLLARS (\$230,000.00).

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:

- 1. The Contractor shall, in a good and first-class, workmanlike manner at their own cost and expense, furnish all labor, materials, tools, and equipment required to perform and complete said work in strict accordance with this Contract and the following Contract Documents:
  - i. Specifications, Provisions and Bonds thereto, all of which documents are on file in the office of the City Clerk of the City of Norman, and are made a part of this Contract as fully as if the same were set out at length, with the following additions and or exceptions: (If none, so state.) NONE
  - ii. The Notice to Bidders published in the Norman Transcript November 21 and 28, 2025 ; the Request for Proposal (RFP 2526-17), containing the instructions to bidders and the special and general provisions of specifications; and the Contractor's bid or proposal; each

instruments on file in the office of the City Clerk of the City of Norman, are made part of this contract as if fully written in detail herein or attached thereto.

To that end, no provision of this Contract or of any such aforementioned document shall be interpreted or given legal effect to create an obligation on the part of the City to third persons, including, by way of illustration but not exclusion, sureties upon performance bonds, payment bonds or other bonds, assignees of the Contractor, subcontractors, and persons performing labor, furnishing material or in any other way contributing to or assisting in the performance of the obligation of the Contractor; nor shall any such provisions be interpreted or given legal effect to afford a defense against any obligation owed or assumed by such third person to the City or in any way to restrict the freedom of the City to exercise full discretion in its dealing with the Contractor.

2. The City shall make payments to the Contractor in the following manner:
  - i. The project manager, or other appropriate person, will make accurate estimates of the value, based on contract prices, or work done, and materials incorporated in the work and of materials suitably stored at the site thereof, to submit to the City as an application for payment. The Contractor shall furnish to the project manager, or the appropriate person, such detailed information as they may request to aid them as a guide in the preparation of the application for payment. Each estimate and application for payment must contain or have attached an affidavit as required by Senate Bills 469 of the 1974 Legislature. The City will pay Contractor within thirty (30) days of receipt of the application for payment and only after the work contained in the application for payment has been fully completed and has been approved and accepted by the City.
  - ii. On completion of all the work, but prior to the acceptance thereof by the City, it shall be the duty of the project manager, or other appropriate person, to determine that said work has been completely and fully performed in accordance with this Contract and the Contract Documents; and upon making such determinations said official shall make his final certificate to the City. The Contractor shall furnish proof that all claims and obligations incurred by them in connection with the performance of said work have been fully paid and settled; said information shall be in the form of an affidavit, which shall bear the approval of the surety on the contract bonds for payment of the final estimates to the Contractor; thereupon, the final estimate (including retainages) will be approved and paid within thirty (30) days and only after all the work has been fully completed to the satisfaction of the City.
3. It is further agreed that the Contractor will commence said work within ten (10) days following receipt of a NOTICE-TO-PROCEED, and prosecute the same vigorously and continuously, and complete the same in One Hundred Twenty (120) calendar days. The City may terminate this Contract for any reason upon thirty (30) days written notice to Contractor.
4. Notice: Any notice, demand, or other communication under this Agreement shall be sufficiently given or delivered when it is delivered personally, or within three (3) business days

after it is deposited in the United States mail, registered or certified mail, postage prepaid, return receipt requested, to:

City:

Name: James Briggs  
 Title: Park Development Manager  
 Street Address : 225 N. Webster Ave.  
 City, State Zip: Norman, OK 73069

Contractor:

Name: Kelli Collins  
 Title: Owner  
 Street Address: 8601 S. Oxford Ave.  
 City, State Zip: Tulsa, OK 74137

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

6. Insurance: Contractor shall, at its own expense, keep in force insurance of the following types and in not less than the following amounts, issued by a company or companies licensed to do business in Oklahoma and is of sound and adequate financial responsibility, against all liabilities for accidents arising out of or in connection with Contractor's performance of this Contract, except when caused by the City's negligence or that of its agents or employees, and shall furnish to the City certificates evidencing such insurance subject to the limitations set forth above in respect to the City's sole negligence and Contractor shall furnish a certificate to the effect that such insurance shall not be changed or cancelled without ten (10) days prior notice to the City, said notice shall be written and shall be given by Contractor, to wit:

- i. Worker's Compensation Insurance and Employer's Liability Insurance as prescribed by State Statute, for all of Contractor's employees and subcontractors working on the project, with the subcontractors to also provide the same.

Contract No. K-2526-149

- ii. Provide both Commercial General Liability Insurance and Automobile Liability Insurance for personal injury and property damage in limits prescribed by the Oklahoma Governmental Tort Claims Act (51 O.S. § 151 et seq.) and subsequent revisions thereto, as follows:
    - a. \$75,000 for loss of property arising out of a single act or occurrence.
    - b. \$250,000 per person for any other loss arising out of a single act or occurrence.
    - c. \$2,000,000 for any number of claims arising out of a single act or occurrence.
7. Miscellaneous:
- i. *Counterparts*: This Contract may be executed in any number of counterparts, each of which shall be deemed an original and constitute the same instrument.
  - ii. *Severability*: If any provision of this Contract is determined to be unenforceable, invalid or illegal, then the enforceability, validity and legality of the remaining provisions will not in any way be affected or impaired, and such provision will be deemed to be restated to reflect the original intentions of the parties as nearly as possible in accordance with applicable law.
  - iii. *Governing Law; Venue*: This Contract shall be governed and construed in accordance with the laws of the United States of America and the State of Oklahoma. The venue for any action under this agreement shall be in the District Court of Cleveland County, Oklahoma or the United States District Court for the Western District of Oklahoma. The parties agree to submit to the subject matter and personal jurisdiction of said court.
  - iv. *Authority*: Each party hereto has the legal right, power and authority to enter into this Contract. Each party's execution, delivery and performance of this Contract has been duly authorized, and no other action is requisite to the valid and binding execution, delivery and performance of this Contract, except as expressly set forth herein.
  - v. *Entire Agreement; Amendments*: This Contract and the associated Contract Documents constitute the entire agreement among the parties hereto and may not be amended or modified, except in writing, signed by each of the parties hereto. This Contract shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.
  - vi. *Assignment*: This Contract shall not be assigned by Contractor without prior written consent of the City.
  - vii. *Nondiscrimination*: Contractor acknowledges that the Certification of Nondiscrimination completed with their bid proposal is incorporated herein and thereby agrees to comply with the requirements contained in such certification throughout the performance of this Contract.

Contract No. K-2526-149

- viii. *Non-Waiver*: No failure on the part of either party to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof; nor shall any single or partial exercise by either party of any right hereunder preclude any other or future exercise thereof or the exercise of any other right. The remedies herein provided are cumulative and not exclusive of any remedy available to either party at law or in equity.
- 8. The sworn statement below must be signed and notarized before this Contract will become effective.

*[Signatures on following page]*

Contract No. K-2526-149

IN WITNESS WHEREOF, the said parties have hereunto set their hands and seals respectively the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. The parties agree that they may conduct the transaction by electronic means and hereby state that electronic signature is valid and shall have the same force and effect as an original signature.

**CONTRACTOR**

Corporate Seal

\_\_\_\_\_

Happy Playgrounds, LLC

Company Name

ATTEST: *Jill Grider*  
Corporate Secretary

BY *Kelli Collins*  
President or Managing Partner

(STATE OF Oklahoma)

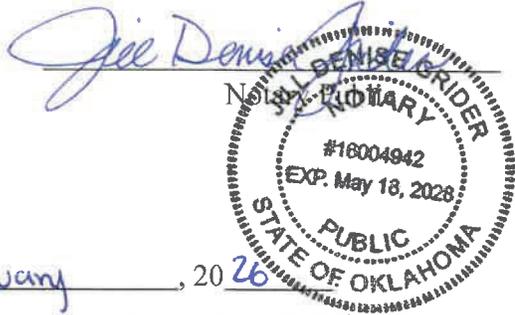
(COUNTY OF Tulsa)

Kelli Collins, of lawful age, being first duly sworn, on oath says that (s)he is the agent authorized by Contractor to submit the above Contract to the City. Affiant further states that Contractor has not paid, given or donated or agreed to pay, give, or donate to any officer or employee of the City any money or other thing of value, either directly or indirectly, in the procuring of the contract.

*Kelli Collins*  
President or Managing Partner

Subscribed and sworn to before me this 10th day of February, 2026.

My Commission Expires: May 18, 2028  
Commission Number: 16004942



**CITY OF NORMAN**

Approved as to form and legality this 19 day of February, 2026.

*Jill Grider*  
City Attorney

Approved by the City Council this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

ATTEST: \_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

STATUTORY BOND

Bond No. 108373546

Know all men by these presents, that Happy Playgrounds, LLC, as Principal, and Travelers Casualty and Surety Company of America, a corporation organized under the laws of the State of Connecticut, and authorized to transact business in the State of Oklahoma, as Surety, are held and firmly bound unto the City of Norman, a Municipal Corporation and city of the first class, of the State of Oklahoma in the penal sum of Two Hundred Thirty Thousand & 00/100 Dollars (\$ 230,000.00 ), for the payment of which sum Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the conditions of this obligation are such that the above Principal is the lowest and best bidder for the making of the following City work and improvement, viz.:

**NORTHEAST LIONS PARK PLAYGROUND PROJECT**

and has entered into a certain written contract with the City of Norman, dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, for the erection and construction of said work and improvement, in exact accordance with the bid of said Principal, and according to certain specifications heretofore made, adopted and placed on file in the office of the City Clerk of the City of Norman.

NOW, THEREFORE, if the said Principal, shall properly and promptly complete the work on the above named project in accordance with the contract, and shall well and truly pay all indebtedness incurred for labor and material and repairs to and parts for equipment furnished in the making of said project incurred by the Principal or subcontractors, then this obligation shall be void. Otherwise, this obligation shall remain in full force and effect. If debts are not paid within thirty (30) days after the same becomes due and payable, the person, firm, or corporation entitled thereto may sue and recover on this bond, the amount so due and unpaid.

It is further expressly agreed and understood by the parties hereto that no changes or alterations in said Contract and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of them, from the obligations of this Bond.

IN WITNESS WHEREOF, the said Principal has caused these presents to be executed in its name and its corporate seal (where applicable) to be hereunto affixed by its duly authorized representative(s), on this 12 day of February, 2026, and the said Surety has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its attorney-in-fact, duly authorized to do so, on this 12 day of February, 2026.

*[Signatures on following page]*

(Corporate Seal) (where applicable)

Principal: Happy Playgrounds, LLC

ATTEST:

Signed: Kelli Collins  
Authorized Representative

Jill Grider  
Corporate Secretary (where applicable)

Title: Owner/Managing Member

Address: 8601 S. Oxford Ave, Tulsa, OK 74137

(Corporate Seal) (where applicable)

Surety: Travelers Casualty and Surety Company of America

ATTEST:

Signed: S. J. McCauley Jr.  
Authorized Representative

[Signature]  
Title: Witness, Brian Ishmael

Printed: Sean J McCauley Jr.  
Authorized Representative  
Title: Attorney-in-Fact

Address: One Tower Square, Hartford, CT 06183

STATE OF Oklahoma, COUNTY OF Tulsa, SS:

Before me, the undersigned, a Notary Public in and for said County and State on this 12<sup>th</sup> day of February, 2026, personally appeared Kelli Collins to me known to be the identical person who executed the foregoing, and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

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

Jill Denise Grider  
Notary Public



My Commission Expires: May 18, 2028  
My Commission Number: 16004942

Approved as to form and legality this 19 day of February, 2026.

[Signature]  
City Attorney

Approved by the Council of the City of Norman, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

**PERFORMANCE BOND**

Bond No. 108373546

Know all men by these presents, that Happy Playgrounds, LLC, as Principal, and Travelers Casualty and Surety Company of America, a corporation organized under the laws of the State of Connecticut, 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, in the full and just sum of Two Hundred Thirty Thousand & 00/100 Dollars, (\$ 230,000.00), for the payment of which sum Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the conditions of this obligation are such, that said Principal is the lowest and best bidder for the making of the following city work and improvements, viz.:

**NORTHEAST LIONS PARK PLAYGROUND PROJECT**

and has entered into a certain written contract with the City Of Norman dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, for the erection and construction of the above named project, that said Contract being incorporated herein by reference as if fully set forth.

NOW, THEREFORE, if said Principal shall, in all particulars, well, truly and faithfully perform and abide by said Contract and each and all specifications and covenants thereto; and if said Principal shall promptly pay, or cause to be paid, all labor, materials and/or repairs and all bills for labor performed on said work, whether incurred by Principal or subcontracts; and if said Principal shall protect and hold harmless the City of Norman from all loss, damage and expense to life or property suffered or sustained by any person, firm, or corporation caused by said Principal or its agents, servants, or employees in the construction of said work, or by or in consequence of any negligence, carelessness or misconduct in guarding and protecting the same, or from any act or omission of said Principal or its agents, servants, or employees, and if said Principal shall protect and save the City of Norman harmless from all suits and claims of infringement or alleged infringement or patent rights or processes, then this obligation shall be null and void. Otherwise 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 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 this 12 day of February, 2026 and the said Surety has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its attorney-in-fact, duly authorized to do so, on this 12 day of February, 2026.

*[Signatures on following page]*

(Corporate Seal) (where applicable)

ATTEST:

Jill Grider  
Corporate Secretary (where applicable)

Principal: Happy Playgrounds, LLC

Signed: Kelli Collins  
Authorized Representative

Title: Owner / Managing Member

Address: 8601 South Oxford Avenue, Tulsa, OK 74137

(Corporate Seal) (where applicable)

ATTEST:

[Signature]  
Title: Witness, Brian Ishmael

Surety: Travelers Casualty and Surety Company of America

Signed: S J McCauley Jr.  
Authorized Representative

Printed: Sean J McCauley Jr.  
Authorized Representative

Title: Attorney-in-Fact

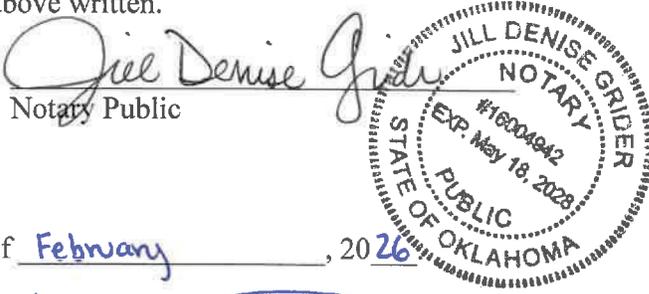
Address: One Tower Square, Hartford, CT 06183

STATE OF Oklahoma, COUNTY OF Tulsa, SS:

Before me, the undersigned, a Notary Public in and for said County and State on this 12<sup>th</sup> day of February, 2026, personally appeared Kelli Collins to me known to be the identical person who executed the foregoing, and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

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

My Commission Expires: May 18, 2028  
My Commission Number: 16004942



Approved as to form and legality this 19 day of February, 2026

[Signature]  
City Attorney

Approved by the Council of the City of Norman, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

ATTEST: \_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

**MAINTENANCE BOND**

Bond No. 108373546

Know all men by these presents, that Happy Playgrounds, LLC, as Principal, and Travelers Casualty and Surety Company of America, as a corporation organized under the laws of the State of Connecticut, and authorized to transact business in the state of Oklahoma, as Surety, are jointly and severally, firmly held and bound unto the City of Norman, herein called City, in the penal sum of Two Hundred Thirty Thousand & 00/100 Dollars (\$ 230,000.00 ), in lawful money of the United States of America, same being one hundred percent (100%) of the cost of construction herein referred to for the payment of which sum Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the conditions of this obligation are such, that said Principal is the lowest and best bidder for the making of the following city work and improvements, viz.:

**NORTHEAST LIONS PARK PLAYGROUND PROJECT**

WHEREAS, the Principal, has entered into a certain Contract (K-2526-149) with the City dated this \_\_\_ day of \_\_\_\_\_, 20\_\_\_, for the erection and construction of the above named Project, that Contract being incorporated herein by references as if fully set forth; and,

WHEREAS, under the ordinances of the City, the said Principal is required to furnish to the City a maintenance bond covering the said Project, the bond to include the terms and provisions hereinafter set forth, as a condition precedent to final acceptance of the said Project.

NOW, THEREFORE, the said Principal shall keep and maintain, subject to normal wear and tear, the said Project, except for defects not occasioned by improper workmanship, materials, or failure to protect new work until it is accepted, for a period of one (1) year from the date of the written final acceptance thereof by the City, and shall promptly repair, without notice from the City, any and all defects or failures occurring or arising from improper workmanship, materials, or failure to protect new work until it is accepted within a period of one (1) year without notice from said City, and without expense to said City, thence this obligation shall be null and void and of no force and effect. Otherwise, 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 make any needed repairs upon said Project, or to maintain any part of the same, as set out in the preceding paragraph, within ten (10) days after the mailing of notice to the Principal by letter deposited in the United States Post Office at Norman, Oklahoma, addressed to the Principal at the address set forth below, then the Principal and Surety shall jointly and severally be liable to the City, for the cost and expense for making such repairs, or otherwise maintaining the said Project.

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.

*[Signatures on pages to follow]*

Maintenance Bond No. MB-2526-50  
Page 1 of 3

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 this 12 day of February, 2026, and the said Surety has caused these presents to be executed in its name its corporate seal to be hereunto affixed by its attorney-in-fact, authorized to do so, this 12 day of February, 2026.

(Corporate Seal) (where applicable)

Principal: Happy Playgrounds, LLC

ATTEST:

Signed: Kelli Collins  
Authorized Representative

Jill Grider  
Corporate Secretary (where applicable)

Title: Owner / Managing Member

Address: 8601 South Oxford Avenue, Tulsa, OK 74137

(Corporate Seal) (where applicable)

Surety: Travelers Casualty and Surety Company of America

ATTEST:

Signed: S. McCauley Jr.  
Authorized Representative

[Signature]  
Title: Witness, Brian Ishmael

Printed: Sean J McCauley Jr.  
Authorized Representative

Title: Attorney-in-Fact

Address: One Tower Square, Hartford, CT 06183

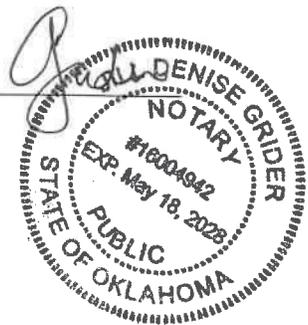
STATE OF Oklahoma, COUNTY OF Tulsa, SS:

Before me, the undersigned, a Notary Public in and for said County and State on this 12<sup>th</sup> day of February, 2026, personally appeared Kelli Collins to me known to be the identical person who executed the foregoing, and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

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

Jill Denise Grider  
Notary Public

My Commission Expires: May 18, 2028  
My Commission Number: 16004942



[Signatures continued on following page]

Approved as to form and legality this 19 day of February, 2026.

  
City Attorney

Approved by the Council of the City of Norman, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

# Resolution

R-2526-107

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING AND APPOINTING HAPPY PLAYGROUNDS, LLC, AS PROJECT AGENT FOR THE NORTHEAST LIONS PARK PLAYGROUND 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 Happy Playgrounds, LLC, for the Northeast Lions Park Playground Project; and
- § 2. WHEREAS, the City of Norman, Oklahoma, in compliance with State law, desires to confer on Happy Playgrounds, LLC, 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, Happy Playgrounds, LLC, to purchase materials which are in fact used for the Northeast Lions Park Playground Project; and
- § 3. WHEREAS, this limited agent status is conferred with the express understanding that Happy Playgrounds, LLC, 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 24<sup>th</sup> day of February, 2026, did appoint Happy Playgrounds, LLC, who is involved with the Northeast Lions Park Playground 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 Northeast Lions Park Playground Project.

PASSED AND ADOPTED THIS 24<sup>TH</sup> DAY OF FEBRUARY 2026.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk



**Bid Tabulation**  
**RFP 2526-17 Northeast Lions Park Playground**  
**Budget--\$230,000**

	Vendor	Price	Notes
1.	Happy Playgrounds (A)	\$230,000	Voted highest
2.	Happy Playgrounds (B)	\$230,000	Second Place
3.	Actively Play	\$229,386.29	Third Place
4.	Play by Design (Burke)	\$230,000	Low amount of shade
5.	Platinum Playgrounds	\$230,000	
6.	Crouch (Kompan)	\$230,000	
7.	Cunningham (GameTime)	\$299,999.99	DQ (Overbudget)/Not spec
8.	Miracle Recreation	\$230,000	DQ (Did Not Follow Spec)
9.	ACS Playgrounds (1)	\$200,000	DQ (Did Not Follow Spec)
10.	ACS Playgrounds (2)	\$200,000	DQ (Did Not Follow Spec)
11.	AB Creative	\$199,960.82	DQ (Did Not Follow Spec)
12.	Play & Park Structures (1)	\$231,990.78	DQ (Overbudget)

**File Attachments for Item:**

16. CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RFP-2526-19 AND CONTRACT K-2526-150: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND PS COMMERCIAL PLAY L.L.C., D/B/A PLAY AND PARK STRUCTURES, IN THE AMOUNT OF \$200,000.00, MAINTENANCE BOND MB-2526-51, PERFORMANCE BOND B-2526-70; AND STATUTORY BOND B-2526-71 FOR THE EAGLE CLIFF PARK PLAYGROUND PROJECT, AND RESOLUTION R-2526-108, GRANTING TAX EXEMPT STATUS. (Ward 7)



# CITY OF NORMAN, OK STAFF REPORT

**MEETING DATE:** 02/24/2026

**REQUESTER:** Jason Olsen

**PRESENTER:** Jason Olsen, Director of Parks and Recreation

**ITEM TITLE:** CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RFP-2526-19 AND CONTRACT K-2526-150: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND PS COMMERCIAL PLAY L.L.C., D/B/A PLAY AND PARK STRUCTURES, IN THE AMOUNT OF \$200,000.00, MAINTENANCE BOND MB-2526-51, PERFORMANCE BOND B-2526-70; AND STATUTORY BOND B-2526-71 FOR THE EAGLE CLIFF PARK PLAYGROUND PROJECT, AND RESOLUTION R-2526-108, GRANTING TAX EXEMPT STATUS. (Ward 7)

## BACKGROUND:

In 2015, Norman voters approved funding for the Norman Forward program of capital projects focused on quality-of-life improvements. One of the program's projects was to renovate our existing neighborhood parks at varying levels of detail (trails, playgrounds, sports courts, tree planting, etc.), as evaluated by staff. Another project was focused on funding the construction of five new neighborhood parks, based on survey responses from the residents around these park sites.

Since the program started, we have completed renovations in several parks (Oakhurst, Rotary, Prairie Creek, and Sonoma Park, among others) and have completed several small projects to improve park furnishings, signage, trails, and other amenities in many parks. Not all parks were budgeted for playground replacements in the original Norman Forward program that was presented to voters. However, in the ten (10) years since the program started, all our parks have aged to the point that any future funding requests will include replacing the remaining playgrounds in town in a "worst-to-best" order, as is being done with the current project for renovations.

## DISCUSSION:

On November 21 and 28, 2025, RFP Number 2526-18 for the Eagle Cliff Park Playground Project was advertised in the Norman Transcript, Construct Connect, e-Plan, and other plan distribution services; and was advertised on the City's website. We received over a dozen proposals for the project on December 18, 2025. Bidders were instructed to use all available funds in their proposal, and to include synthetic turf safety surfacing and a shade structure over

a large portion of the new equipment. No Add-Alternate items were considered in the process. We evaluated each proposal to ensure it met the criteria in the RFP, and to determine which would best fit the park site and neighborhood being served by the park.

There were two old, separate playgrounds at Eagle Cliff, which will now be replaced with one large new play area, allowing parents to stay in one location with their children as they use the playground. We also recently paved the old gravel walking trail at Eagle Cliff and are planning to add several more trees along the trail and in the wooded area in the middle of that park as part of its renovation.

Staff recommend awarding Contract Number K-2526-150 to PS Commercial Play LLC d/b/a Play and Park Structures, in the total amount of \$200,000.00 for the Eagle Cliff Park Playground Project.

**RECOMMENDATION NO. 1:** It is recommended that RFP Number 2526-19 be awarded to PS Commercial Play LLC d/b/a Play and Park Structures, in the amount of \$200,000.00 for the Eagle Cliff Park Playground Project. The funding is available for this project in the Norman Forward Neighborhood Park Improvements Construction Account (account 519830452-46101; project NFP101--\$1,171,030).

**RECOMMENDATION NO.2:** It is further recommended that City Council approve Contract K-2526-150, Performance Bond B-2526-70, Statutory Bond B-2526-71, and Maintenance Bond MB-2526-51 for the Eagle Cliff Park Playground Project.

**RECOMMENDATION NO.3:** It is further recommended that PS Commercial Play LLC d/b/a Play and Park Structures be authorized and appointed as project agent for the Eagle Cliff Park Playground Project by Resolution R-2526-108.

Item 16.



**EAGLE CLIFF PARK**  
**NORMAN, OK**  
 818-180476A

PLEASE NOTE: RENDERINGS ARE FOR VISUAL PURPOSES ONLY. ANY PRODUCTS AND/OR SITE DETAILS HEREIN MAY BE SUBJECT TO CHANGE WITHOUT NOTICE.

**play&park**  
**structures**  
 A STEELCORP COMPANY

544 CHESTNUT ST.  
 CHATTANOOGA, TN 37402  
**800.727.1907**  
**PLAYANDPARK.COM**

MINERAL - BRONZE/OCEAN SWING METALS/BEIGE/BURG ROTO SWINGS

Item 3.

**CONTRACT**

This Contract, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2026, by and between PS Commercial Play LLC d/b/a Play and Park Structures, a Delaware limited liability company, hereinafter designated as "Contractor", and the City of Norman, an Oklahoma municipal corporation, hereinafter designated as "City".

**WITNESSETH**

WHEREAS, the City has caused to be prepared in accordance with law, specifications, and other bidding documents for the work hereinafter described and has approved and adopted all said bidding documents, and has caused Solicitation for Bids to be given and advertised as required by law, and has received sealed proposals for the furnishing of all labor and materials for the following project:

**EAGLE CLIFF PARK PLAYGROUND PROJECT**

as outlined and set out in the bidding documents and in accordance with the terms and provisions of said contract; and

WHEREAS, the Contractor in response to said Solicitation for Bids, has submitted to the City, in the manner and at the time specified, a sealed proposal in accordance with the terms of this Contract; and

WHEREAS, the City, in the manner provided by law, has opened, examined, and canvassed the proposals submitted and has determined and declared the above-named Contractor to be the lowest and best bidder on the above-prepared project, and has duly awarded this contract to said Contractor, for the total sum named in the proposal, to wit: Two Hundred Thousand DOLLARS (\$200,000.00).

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:

- 1. The Contractor shall, in a good and first-class, workmanlike manner at their own cost and expense, furnish all labor, materials, tools, and equipment required to perform and complete said work in strict accordance with this Contract and the following Contract Documents:
  - i. Specifications, Provisions and Bonds thereto, all of which documents are on file in the office of the City Clerk of the City of Norman, and are made a part of this Contract as fully as if the same were set out at length, with the following additions and or exceptions: (If none, so state.) NONE
  - ii. The Notice to Bidders published in the Norman Transcript November 21 and 28, 2025 ; the Request for Proposal (RFP 2526-19), containing the instructions to bidders and the special and general provisions of specifications; and the Contractor's bid or proposal; each

of said instruments on file in the office of the City Clerk of the City of Norman, are made part of this contract as if fully written in detail herein or attached thereto.

To that end, no provision of this Contract or of any such aforementioned document shall be interpreted or given legal effect to create an obligation on the part of the City to third persons, including, by way of illustration but not exclusion, sureties upon performance bonds, payment bonds or other bonds, assignees of the Contractor, subcontractors, and persons performing labor, furnishing material or in any other way contributing to or assisting in the performance of the obligation of the Contractor; nor shall any such provisions be interpreted or given legal effect to afford a defense against any obligation owed or assumed by such third person to the City or in any way to restrict the freedom of the City to exercise full discretion in its dealing with the Contractor.

2. The City shall make payments to the Contractor in the following manner:
  - i. The project manager, or other appropriate person, will make accurate estimates of the value, based on contract prices, or work done, and materials incorporated in the work and of materials suitably stored at the site thereof, to submit to the City as an application for payment. The Contractor shall furnish to the project manager, or the appropriate person, such detailed information as they may request to aid them as a guide in the preparation of the application for payment. Each estimate and application for payment must contain or have attached an affidavit as required by Senate Bills 469 of the 1974 Legislature. The City will pay Contractor within thirty (30) days of receipt of the application for payment and only after the work contained in the application for payment has been fully completed and has been approved and accepted by the City.
  - ii. On completion of all the work, but prior to the acceptance thereof by the City, it shall be the duty of the project manager, or other appropriate person, to determine that said work has been completely and fully performed in accordance with this Contract and the Contract Documents; and upon making such determinations said official shall make his final certificate to the City. The Contractor shall furnish proof that all claims and obligations incurred by them in connection with the performance of said work have been fully paid and settled; said information shall be in the form of an affidavit, which shall bear the approval of the surety on the contract bonds for payment of the final estimates to the Contractor; thereupon, the final estimate (including retainages) will be approved and paid within thirty (30) days and only after all the work has been fully completed to the satisfaction of the City.
3. It is further agreed that the Contractor will commence said work within ten (10) days following receipt of a NOTICE-TO-PROCEED, and prosecute the same vigorously and continuously, and complete the same in One Hundred Twenty (120) calendar days. The City may terminate this Contract for any reason upon thirty (30) days written notice to Contractor.
4. Notice: Any notice, demand, or other communication under this Agreement shall be sufficiently given or delivered when it is delivered personally, or within three (3) business days

after it is deposited in the United States mail, registered or certified mail, postage prepaid, return receipt requested, to:

City:

Name: James Briggs  
 Title: Park Development Manager  
 Street Address : 225 N. Webster Ave.  
 City, State Zip: Norman, OK 73069

Contractor:

Name: Lindsay Hill  
 Title: Sr. VP and Business Unit Manager  
 Street Address: 544 Chestnut Street  
 City, State Zip: Chattanooga, TN 37402

5. Indemnification: Contractor agrees to indemnify and hold harmless the City, its officers, agents and employees from and against all liability for injuries or death to persons, legal expense or damage to property arising from the negligent acts or omissions of Contractor's, its agents or employees performance under this Contract; provided, however, that Contractor shall not be liable for injury, damage or loss occasioned by the sole or active negligence of the City, its agents or employees. Contractor shall indemnify and hold harmless the City, its officers, agents and employees from and against all claims, damages, suits, expenses, liability or proceedings, including, without limitation, Worker's Compensation claims of or by anyone whomever, in any way resulting from, or arising out of, Contractor's acts, omissions or operations under or in connection with this Contract. Further, the City shall not be liable or responsible to Contractor for any loss or damage to any property or person occasioned by a third party. It is understood that this indemnity and hold harmless provision is not limited by the insurance required under this Contract.

6. Insurance: Contractor shall, at its own expense, keep in force insurance of the following types and in not less than the following amounts, issued by a company or companies licensed to do business in Oklahoma and is of sound and adequate financial responsibility, against all liabilities for accidents arising out of or in connection with Contractor's performance of this Contract, except when caused by the City's negligence or that of its agents or employees, throughout the entire duration of this Agreement, and shall furnish to the City certificates evidencing such insurance subject to the limitations set forth above in respect to the City's sole or active negligence, to wit:

- i. Worker's Compensation Insurance and Employer's Liability Insurance as prescribed by State Statute, for all of Contractor's employees and subcontractors working on the project, with the subcontractors to also provide the same.

- ii. Provide both Commercial General Liability Insurance and Automobile Liability Insurance for personal injury and property damage in limits prescribed by the Oklahoma Governmental Tort Claims Act (51 O.S. § 151 et seq.) and subsequent revisions thereto, as follows:
    - a. \$75,000 for loss of property arising out of a single act or occurrence.
    - b. \$250,000 per person for any other loss arising out of a single act or occurrence.
    - c. \$2,000,000 for any number of claims arising out of a single act or occurrence.
7. Miscellaneous:
- i. *Counterparts*: This Contract may be executed in any number of counterparts, each of which shall be deemed an original and constitute the same instrument.
  - ii. *Severability*: If any provision of this Contract is determined to be unenforceable, invalid or illegal, then the enforceability, validity and legality of the remaining provisions will not in any way be affected or impaired, and such provision will be deemed to be restated to reflect the original intentions of the parties as nearly as possible in accordance with applicable law.
  - iii. *Governing Law; Venue*: This Contract shall be governed and construed in accordance with the laws of the United States of America and the State of Oklahoma. The venue for any action under this agreement shall be in the District Court of Cleveland County, Oklahoma or the United States District Court for the Western District of Oklahoma. The parties agree to submit to the subject matter and personal jurisdiction of said court.
  - iv. *Authority*: Each party hereto has the legal right, power and authority to enter into this Contract. Each party's execution, delivery and performance of this Contract has been duly authorized, and no other action is requisite to the valid and binding execution, delivery and performance of this Contract, except as expressly set forth herein.
  - v. *Entire Agreement; Amendments*: This Contract and the associated Contract Documents constitute the entire agreement among the parties hereto and may not be amended or modified, except in writing, signed by each of the parties hereto. This Contract shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.
  - vi. *Assignment*: This Contract shall not be assigned by Contractor without prior written consent of the City.
  - vii. *Nondiscrimination*: Contractor acknowledges that the Certification of Nondiscrimination completed with their bid proposal is incorporated herein and thereby agrees to comply with the requirements contained in such certification throughout the performance of this Contract.

- viii. *Non-Waiver*: No failure on the part of either party to exercise, and no delay in exercising, any right hereunder shall operate as a waiver thereof; nor shall any single or partial exercise by either party of any right hereunder preclude any other or future exercise thereof or the exercise of any other right. The remedies herein provided are cumulative and not exclusive of any remedy available to either party at law or in equity.
8. The sworn, statement below must be signed and notarized before this Contract will become effective.

*[Signatures on following page]*

IN WITNESS WHEREOF, the said parties have hereunto set their hands and seals respectively the 19th day of February, 2026. The parties agree that they may conduct the transaction by electronic means and hereby state that electronic signature is valid and shall have the same force and effect as an original signature.

**CONTRACTOR**

Corporate Seal

PS Commercial Play LLC d/b/a Play and Park Structures

Company Name

ATTEST: [Signature]  
Corporate Secretary

BY [Signature]  
President or Managing Partner

(STATE OF Tennessee)

(COUNTY OF Hamilton)

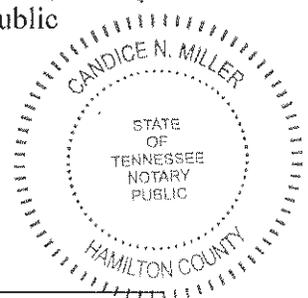
Lindsay Hill, of lawful age, being first duly sworn, on oath says that (s)he is the agent authorized by Contractor to submit the above Contract to the City. Affiant further states that Contractor has not paid, given or donated or agreed to pay, give, or donate to any officer or employee of the City any money or other thing of value, either directly or indirectly, in the procuring of the contract.

[Signature]  
President or Managing Partner

Subscribed and sworn to before me this 19th day of February, 2026.

[Signature]  
Notary Public

My Commission Expires: 8-9-2027  
Commission Number: 8113723-1



**CITY OF NORMAN**

Approved as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
City Attorney

Approved by the City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

ATTEST: \_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

**STATUTORY BOND**

Know all men by these presents, that PS Commercial Play LLC d/b/a Play and Park Structures, as Principal, and \_\_\_\_\_, a corporation organized under the laws of the State of \_\_\_\_\_, and authorized to transact business in the State of Oklahoma, as Surety, are held and firmly bound unto the City of Norman, a Municipal Corporation and city of the first class, of the State of Oklahoma in the penal sum of Two Hundred Thousand Dollars (\$200,000.00), for the payment of which sum Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the conditions of this obligation are such that the above Principal is the lowest and best bidder for the making of the following City work and improvement, viz.:

**EAGLE CLIFF PARK PLAYGROUND PROJECT**

and has entered into a certain written contract (K-2526-150) with the City of Norman, dated this \_\_\_\_ day of \_\_\_\_\_, 2026, for the erection and construction of said work and improvement, in exact accordance with the bid of said Principal, and according to certain specifications heretofore made, adopted and placed on file in the office of the City Clerk of the City of Norman.

NOW, THEREFORE, if the said Principal, shall properly and promptly complete the work on the above named project in accordance with the contract, and shall well and truly pay all indebtedness incurred for labor and material and repairs to and parts for equipment furnished in the making of said project incurred by the Principal or subcontractors, then this obligation shall be void. Otherwise, this obligation shall remain in full force and effect. If debts are not paid within thirty (30) days after the same becomes due and payable, the person, firm, or corporation entitled thereto may sue and recover on this bond, the amount so due and unpaid.

It is further expressly agreed and understood by the parties hereto that no changes or alterations in said Contract and no deviations from the plan or mode of procedure herein fixed shall have the effect of releasing the sureties, or any of them, from the obligations of this Bond.

IN WITNESS WHEREOF, the said Principal has caused these presents to be executed in its name and its corporate seal (where applicable) to be hereunto affixed by its duly authorized representative(s), on this \_\_\_\_ day of \_\_\_\_\_, 2026, and the said Surety has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its attorney-in-fact, duly authorized to do so, on this \_\_\_\_ day of \_\_\_\_\_, 2026.

*[Signatures on following page]*

(Corporate Seal) (where applicable)

Principal

ATTEST:

Signed: \_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Corporate Secretary (where applicable)

Title: \_\_\_\_\_

Address: \_\_\_\_\_

(Corporate Seal) (where applicable)

Surety

ATTEST:

Signed: \_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Title:

Printed: \_\_\_\_\_  
Authorized Representative

Title: \_\_\_\_\_

Address: \_\_\_\_\_

STATE OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_, SS:

Before me, the undersigned, a Notary Public in and for said County and State on this \_\_\_\_\_ day of \_\_\_\_\_, 2026, personally appeared \_\_\_\_\_ to me known to be the identical person who executed the foregoing, and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

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

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

My Commission Number: \_\_\_\_\_

Approved as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
City Attorney

Approved by the Council of the City of Norman, this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

**PERFORMANCE BOND**

Know all men by these presents, that PS Commercial Play LLC d/b/a Play and Park Structures, as Principal, and \_\_\_\_\_, a corporation organized under the laws of the State of \_\_\_\_\_, 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, in the full and just sum of Two Hundred Thousand Dollars, (\$200,000.00), for the payment of which sum Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the conditions of this obligation are such, that said Principal is the lowest and best bidder for the making of the following city work and improvements, viz.:

**EAGLE CLIFF PARK PLAYGROUND PROJECT**

and has entered into a certain written contract (K-2526-150) with the City Of Norman dated this \_\_\_\_\_ day of \_\_\_\_\_, 2026, for the erection and construction of the above named project, that said Contract being incorporated herein by reference as if fully set forth.

NOW, THEREFORE, if said Principal shall, in all particulars, well, truly and faithfully perform and abide by said Contract and each and all specifications and covenants thereto; and if said Principal shall promptly pay, or cause to be paid, all labor, materials and/or repairs and all bills for labor performed on said work, whether incurred by Principal or subcontracts; and if said Principal shall protect and hold harmless the City of Norman from all loss, damage and expense to life or property suffered or sustained by any person, firm, or corporation caused by said Principal or its agents, servants, or employees in the construction of said work, or by or in consequence of any negligence, carelessness or misconduct in guarding and protecting the same, or from any act or omission of said Principal or its agents, servants, or employees, and if said Principal shall protect and save the City of Norman harmless from all suits and claims of infringement or alleged infringement or patent rights or processes, then this obligation shall be null and void. Otherwise 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 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 this \_\_\_\_\_ day of \_\_\_\_\_, 2026, and the said Surety has caused these presents to be executed in its name and its corporate seal to be hereunto affixed by its attorney-in-fact, duly authorized to do so, on this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

*[Signatures on following page]*

(Corporate Seal) (where applicable)

ATTEST:

\_\_\_\_\_  
Corporate Secretary (where applicable)

(Corporate Seal) (where applicable)

ATTEST:

\_\_\_\_\_  
Title:

Principal

Signed: \_\_\_\_\_  
Authorized Representative

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Surety

Signed: \_\_\_\_\_  
Authorized Representative

Printed: \_\_\_\_\_  
Authorized Representative

Title: \_\_\_\_\_

Address: \_\_\_\_\_

STATE OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_, SS:

Before me, the undersigned, a Notary Public in and for said County and State on this \_\_\_\_\_ day of \_\_\_\_\_, 2026, personally appeared \_\_\_\_\_ to me known to be the identical person who executed the foregoing, and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

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

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

My Commission Number: \_\_\_\_\_

Approved as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
City Attorney

Approved by the Council of the City of Norman, this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

**MAINTENANCE BOND**

Know all men by these presents, that PS Commercial Play LLC d/b/a Play and Park Structures, as Principal, and \_\_\_\_\_, as a corporation organized under the laws of the State of \_\_\_\_\_, and authorized to transact business in the state of Oklahoma, as Surety, are jointly and severally, firmly held and bound unto the City of Norman, herein called City, in the penal sum of Two Hundred Thousand Dollars (\$200,000.00), in lawful money of the United States of America, same being one hundred percent (100%) of the cost of construction herein referred to for the payment of which sum Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the conditions of this obligation are such, that said Principal is the lowest and best bidder for the making of the following city work and improvements, viz.:

**EAGLE CLIFF PARK PLAYGROUND PROJECT**

WHEREAS, the Principal, has entered into a certain Contract (K-2526-150) with the City dated this \_\_\_\_\_ day of \_\_\_\_\_, 2026, for the erection and construction of the above named Project, that Contract being incorporated herein by references as if fully set forth; and,

WHEREAS, under the ordinances of the City, the said Principal is required to furnish to the City a maintenance bond covering the said Project, the bond to include the terms and provisions hereinafter set forth, as a condition precedent to final acceptance of the said Project.

NOW, THEREFORE, the said Principal shall keep and maintain, subject to normal wear and tear, the said Project, except for defects not occasioned by improper workmanship, materials, or failure to protect new work until it is accepted, for a period of one (1) year from the date of the written final acceptance thereof by the City, and shall promptly repair, without notice from the City, any and all defects or failures occurring or arising from improper workmanship, materials, or failure to protect new work until it is accepted within a period of one (1) year without notice from said City, and without expense to said City, thence this obligation shall be null and void and of no force and effect. Otherwise, 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 make any needed repairs upon said Project, or to maintain any part of the same, as set out in the preceding paragraph, within ten (10) days after the mailing of notice to the Principal by letter deposited in the United States Post Office at Norman, Oklahoma, addressed to the Principal at the address set forth below, then the Principal and Surety shall jointly and severally be liable to the City, for the cost and expense for making such repairs, or otherwise maintaining the said Project.

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.

*[Signatures on pages to follow]*

Maintenance Bond No. MB-2526-51  
Page 1 of 3

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 this \_\_\_ day of \_\_\_\_\_, 2026, and the said Surety has caused these presents to be executed in its name its corporate seal to be hereunto affixed by its attorney-in-fact, authorized to do so, this \_\_\_ day of \_\_\_\_\_, 2026.

(Corporate Seal) (where applicable)

Principal

ATTEST:

Signed: \_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Corporate Secretary (where applicable)

Title: \_\_\_\_\_

Address: \_\_\_\_\_

(Corporate Seal) (where applicable)

Surety

ATTEST:

Signed: \_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Title:

Printed: \_\_\_\_\_  
Authorized Representative

Title: \_\_\_\_\_

Address: \_\_\_\_\_

STATE OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_, SS:

Before me, the undersigned, a Notary Public in and for said County and State on this \_\_\_\_\_ day of \_\_\_\_\_, 2026, personally appeared \_\_\_\_\_ to me known to be the identical person who executed the foregoing, and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

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

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

My Commission Number: \_\_\_\_\_

*[Signatures continued on following page]*

Approved as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
City Attorney

Approved by the Council of the City of Norman, this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

ATTEST: \_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

# Resolution

R-2526-108

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING AND APPOINTING PS COMMERCIAL PLAY, L.L.C., D/B/A PLAY AND PARK STRUCTURES, AS PROJECT AGENT FOR THE FOR THE EAGLE CLIFF PARK PLAYGROUND 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 PS Commercial Play, L.L.C., D/B/A Play and Park Structures, for the Eagle Cliff Park Playground Project; and
- § 2. WHEREAS, the City of Norman, Oklahoma, in compliance with State law, desires to confer on PS Commercial Play, L.L.C., D/B/A Play and Park Structures, 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, PS Commercial Play, L.L.C., D/B/A Play and Park Structures, to purchase materials which are in fact used for the Eagle Cliff Park Playground Project; and
- § 3. WHEREAS, this limited agent status is conferred with the express understanding that PS Commercial Play, L.L.C., D/B/A Play and Park Structures, 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 24<sup>th</sup> day of February, 2026, did appoint PS Commercial Play, L.L.C., D/B/A Play and Park Structures, who is involved with the Eagle Cliff Park Playground 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 Eagle Cliff Park Playground Project.

PASSED AND ADOPTED THIS 24<sup>TH</sup> DAY OF FEBRUARY 2026.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk



**Bid Tabulation**  
**RFP 2526-19 Eagle Cliff Playground**  
**Budget--\$200,000**

	Vendor	Price	Notes
1.	Play & Park Structures (2)	\$200,000	Voted highest
2.	Play by Design (Burke)	\$200,000	Second Place
3.	Happy Playgrounds (B)	\$200,000	Third Place
4.	Cunningham (GameTime)	\$199,999.02	
5.	Platinum Playgrounds	\$200,000	
6.	Crouch (Kompan)	\$185,000	DQ (Did not spend budget)
7.	Playwell Group (Playcraft)	\$199,354.81	
8.	Actively Play	\$198,694.50	
9.	Happy Playgrounds (A)	\$200,000	
10.	Miracle Recreation	\$200,000	
11.	ACS Playgrounds (1)	\$200,000	
12.	ACS Playgrounds (2)	\$200,000	
13.	AB Creative	\$199,941.61	DQ (Extra non-play feature)
14.	Play & Park Structures (1)	\$200,000	DQ (Did Not Follow Spec)
15.	Technology International	\$245,300	DQ (Overbudget)

**File Attachments for Item:**

17. CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-100: TRANSFER OF FUNDS IN THE AMOUNT OF \$151,255.00 TO FUND A STORMWATER DRAINAGE REPAIR PROJECT NEAR SUMMIT HOLLOW DRIVE AND BUDGET APPROPRIATIONS AS OUTLINED IN THE STAFF REPORT.



**NORMAN**  
**FORWARD**

The logo for Norman Forward is a square divided into four quadrants. The top-left quadrant is blue with the word "NORMAN" in white, curved letters around a white gear icon. The bottom-left quadrant is red with a white gear icon and a stylized red flower. The top-right quadrant is red with the word "NORMAN" in white, serif letters. The bottom-right quadrant is blue with the word "FORWARD" in white, serif letters.

# Norman Forward Program

Project	Original Norman Forward Budget	Revised Budget	Current Estimate
Canadian River Park	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000
Central Branch Library	\$ 39,000,000	\$ 39,000,000	\$ 35,010,261 *
East Branch Library	\$ 5,100,000	\$ 5,100,000	\$ 4,794,304 *
Griffin Land Acquisition	\$ 10,000,000	\$ 2,400,000	\$ 2,400,000 *
Young Family Athletic Center	\$ 22,500,000	\$ 50,468,966	\$ 50,468,966
Indoor Aquatic Center	\$ 14,000,000	\$ 15,341,218	\$ 15,341,218
Indoor Multi Sport Facility	\$ 8,500,000	\$ 12,082,670	\$ 12,082,670
James Garner Avenue Extension	\$ 6,000,000	\$ 11,472,905	\$ 11,472,905
<b>Parks Projects</b>	\$ 25,500,000	\$ 25,251,278	\$ 24,711,370
Westwood Tennis Center	\$ 1,000,000	\$ 1,801,278	\$ 1,801,277 *
Saxon Park	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000
Ruby Grant Park	\$ 6,000,000	\$ 6,150,000	\$ 6,146,426 *
Andrews Park	\$ 2,000,000	\$ 2,000,000	\$ 1,463,667 *
Existing Neighborhood Park Renovat	\$ 6,500,000	\$ 6,500,000	\$ 6,500,000
New Neighborhood Park Developme	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000
New Trail Development	\$ 6,000,000	\$ 4,800,000	\$ 4,800,000
Senior Citizens Center	\$ -	\$ 14,180,521	\$ 14,180,521
<b>Sports Complex Projects</b>	\$ 23,500,000	\$ 25,689,029	\$ 25,689,029
Reaves Park	\$ 10,000,000	\$ 10,000,000	\$ 10,000,000
Softball & Football Complex	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000
Griffin Park Soccer Complex	\$ 11,000,000	\$ 13,189,029	\$ 13,189,029
Traffic Improvements	\$ 2,700,000	\$ 2,700,000	\$ 2,700,000
Westwood Family Aquatic Center	\$ 12,000,000	\$ 12,000,000	\$ 11,763,800 *
<b>Total</b>	<b>\$ 148,300,000</b>	<b>\$ 176,082,178</b>	<b>\$ 171,010,635</b>

\* Final Cost



# Norman Forward Projections

	FYE 2025	FYE 2026	FYE 2027	FYE 2028	FYE 2029	FYE 2030	FYE 2031	FYE 2032
	Actual	Budgeted	Projected	Projected	Projected	Projected	Projected	Projected
Beg. Fund Balance	\$ 8,125,188	\$ 10,248,636	\$ 7,721,205	\$ 12,366,822	\$ 16,901,560	\$ 21,483,743	\$ 27,175,798	\$ 24,863,452
							6 months	
Revenues:								
Sales Tax	\$ 11,847,749	\$ 12,928,778	\$ 13,058,066	\$ 13,319,227	\$ 13,585,612	\$ 13,857,324	\$ 7,067,235	\$ -
Use Tax	\$ 2,098,795	\$ 1,966,154	\$ 2,044,800	\$ 2,126,592	\$ 2,211,656	\$ 2,300,122	\$ 1,196,063	\$ -
Interest	\$ 301,738	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
Donations/ Other	\$ 600,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ 400,000	\$ -
Transfers In	\$ -	\$ 686,810	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenue	\$ 14,848,282	\$ 15,996,742	\$ 15,517,866	\$ 15,860,819	\$ 16,212,267	\$ 16,572,446	\$ 8,678,299	\$ 15,000
Expenditures:								
Cap Proj. Paygo	\$ 2,585,129	\$ 8,431,430	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Service 2015	\$ 5,987,485	\$ 6,189,327	\$ 6,173,671	\$ 6,144,341	\$ 5,827,394	\$ -	\$ -	\$ -
Debt Service 2017	\$ 2,529,968	\$ 2,481,300	\$ 3,226,000	\$ 3,458,800	\$ 3,980,800	\$ 5,588,400	\$ 3,491,400	\$ -
Debt Service 2020	\$ 1,194,105	\$ 978,061	\$ 1,011,820	\$ 1,244,645	\$ 1,325,180	\$ 4,775,945	\$ 6,983,200	\$ 2,124,045
Transfer - GF East Library	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000	\$ -
Transfer - GF Central Library	\$ 136,981	\$ 143,831	\$ 151,023	\$ 158,574	\$ 166,502	\$ 174,827	\$ 174,827	\$ -
Transfer - GF Ruby Grant Park	\$ 181,166	\$ 190,224	\$ 199,735	\$ 209,722	\$ 220,208	\$ 231,218	\$ 231,218	\$ -
Transfer - Westwood Fund	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000	\$ -
Total Expenditures	\$ 12,724,834	\$ 18,524,173	\$ 10,872,249	\$ 11,326,082	\$ 11,630,084	\$ 10,880,391	\$ 10,990,645	\$ 2,124,045
Ending Fund Balance	\$ 10,248,636	\$ 7,721,205	\$ 12,366,822	\$ 16,901,560	\$ 21,483,743	\$ 27,175,798	\$ 24,863,452	\$ 22,754,407



# Norman Forward Remaining Projects & Funding

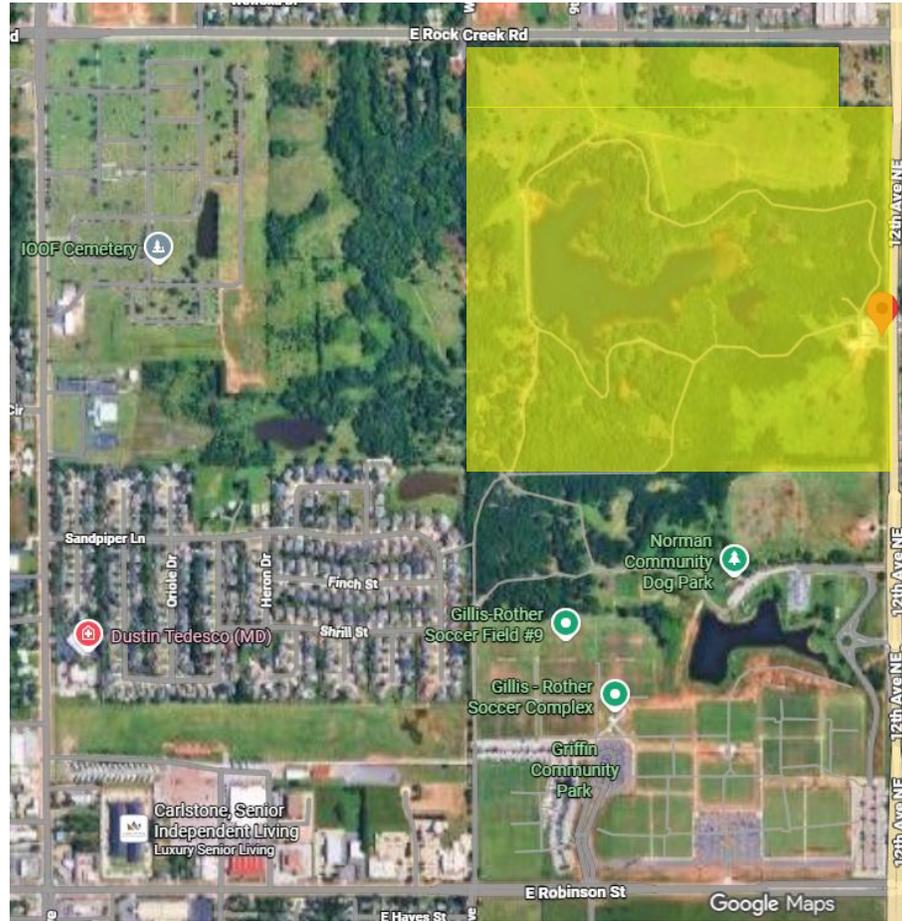
	Budget	Spent	Remaining Budget
Canadian River Park	\$ 2,000,000.00	\$ -	\$ 2,000,000.00
Saxon Park	\$ 2,000,000.00	\$ 121,622.62	\$ 1,878,377.38
New Neighborhood Park Development	\$ 2,000,000.00	\$ 1,139,290.31	\$ 860,709.69
Neighborhood Park Renovation	\$ 6,500,000.00	\$ 2,861,407.05	\$ 3,638,592.95
New Trail Development	\$ 4,800,000.00	\$ 1,511,683.00	\$ 3,288,317.00
		Total	\$ 11,665,997.02

## Projected Final Fund Balance

Projected Ending Fund Balance	\$ 22,754,406.56
Remaining Projects Projection	\$ 11,665,997.02
<b>Total</b>	<b>\$ 11,088,409.54</b>



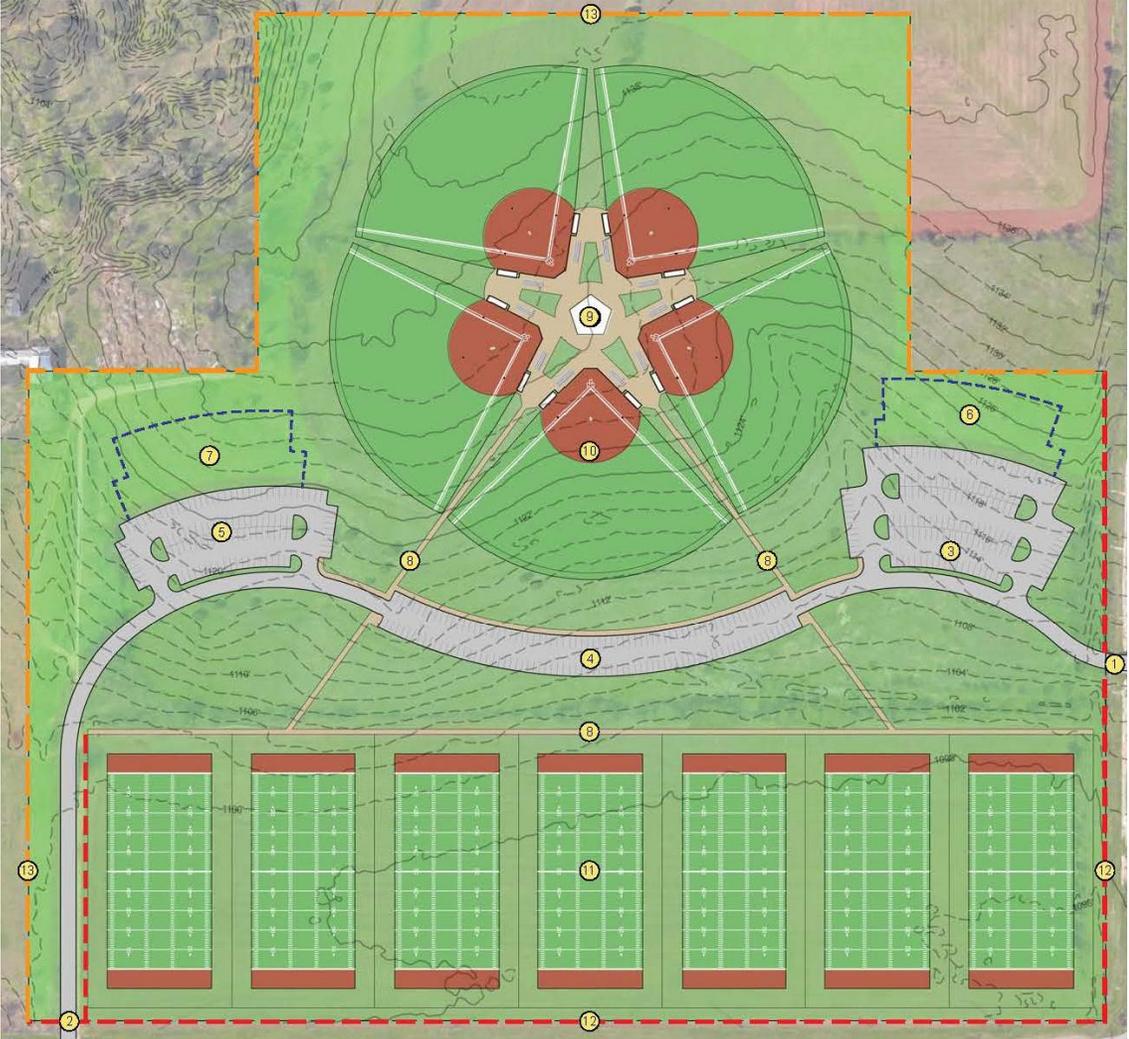
# Sutton Wilderness Land Purchase



Sutton Wilderness Land Purchase  
Estimated Cost: \$3,000,000



# Softball & Football Park Land Acquisition



**Softball & Football Park Land**  
**Estimated Cost: \$2,500,000**  
**Estimated Size: 40-60 Acres**



# AWE Multipurpose Gym Expansion



AWE Multipurpose Gym  
Estimated Cost: \$2,500,000

Indoor Gym w/ Walking Track



# Reaves Park Updates



Reaves Park Updates  
Estimated Cost: \$2,500,000

**Kids Space Replace  
Miracle Field**



# Griffin Park Updates

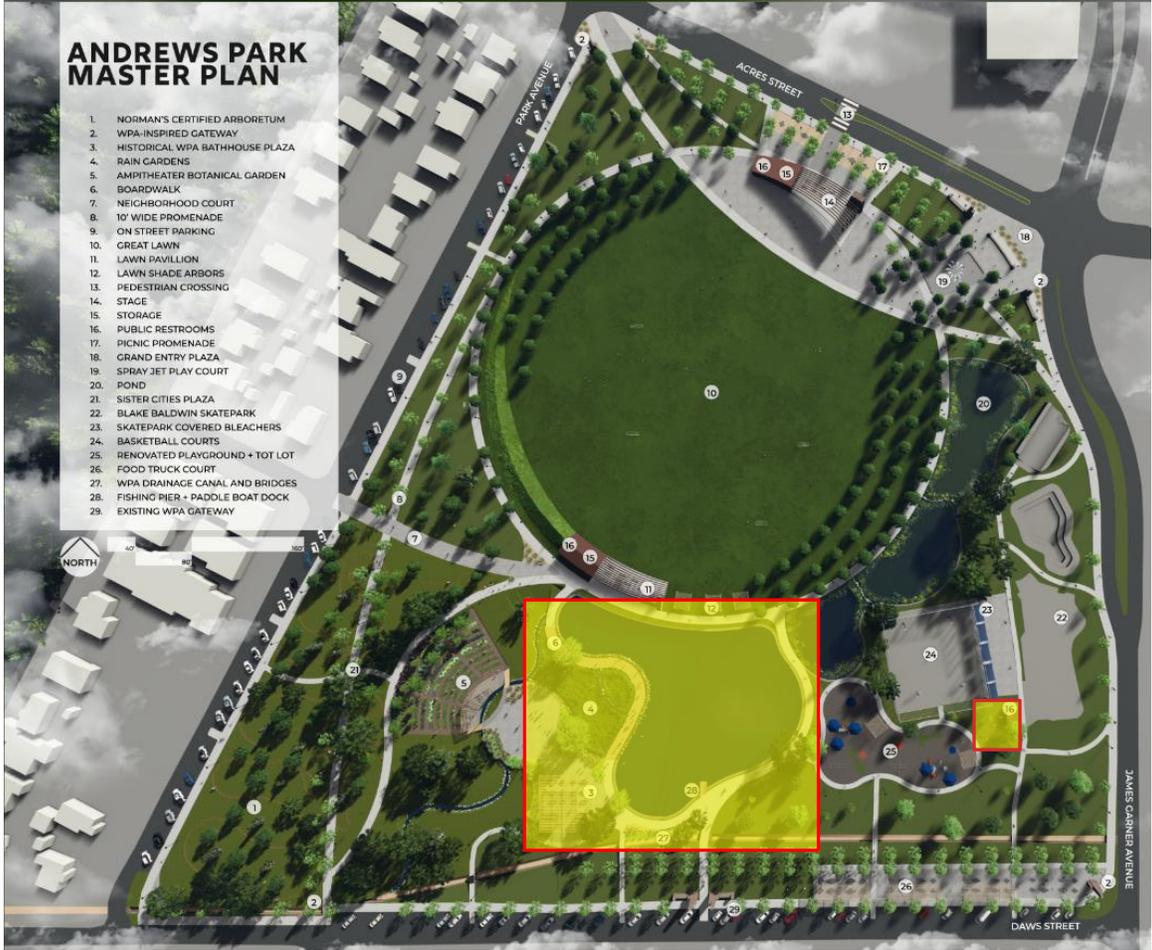


**Griffin Park Updates**  
**Estimated Cost: \$1,250,000**

**Highly Accessible Playground**  
**Public Restroom Building**



# Andrews Park Updates



**Andrews Park Updates**  
**Estimated Cost: \$2,750,000**

**Survey, Engineering & Design**  
**Pond & Stormwater Construction**  
**Public Restroom Building**



# YFAC Updates



YFAC Updates  
Estimated Cost: \$4,500,000

YFAC Weight Room (Match w/ Young Family)  
YFAC Guest Tax Bond Payoff



# Misc. Projects



## Misc. Projects

Ruby Grant Trail Updates:

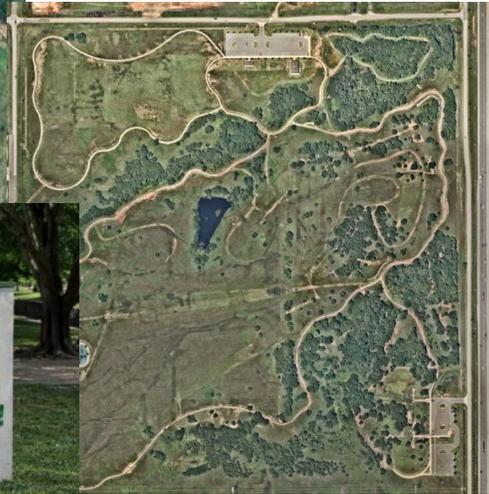
\$1,000,000

Westwood Aquatics New Feature:

\$1,500,000

\*Park Signage Package

\$550,000



# NF Possible Projects Summary

NF Additional Proposed Projects		
Purchase of Sutton Wilderness	\$	3,000,000.00
Purchase of land for multi-sports park	\$	2,500,000.00
AWE Gym Expansion	\$	2,500,000.00
Kids Space Reaves Park	\$	1,000,000.00
Miracle Field	\$	1,500,000.00
Griffin Park Playground	\$	750,000.00
Griffin Park Restroom Building	\$	500,000.00
Andrews Park Design Work (Pond & Restroom)	\$	250,000.00
Andrews Park Pond/Stormwater Construction	\$	2,000,000.00
Andrews Park Restroom Building	\$	500,000.00
YFAC Weight Room	\$	2,000,000.00
YFAC Bond Payoff	\$	2,500,000.00
Ruby Grant Trail Enhancement	\$	1,000,000.00
Westwood Family Aquatic Center - New Feature	\$	1,500,000.00
Park Signage Package	\$	550,000.00
	<b>Total</b>	<b>\$ 22,050,000.00</b>





# Questions???

