

CONTRACT

between the OKLAHOMA MONARCH SOCIETY
and the CITY OF NORMAN

This Contract is made and entered into by and between Oklahoma Monarch Society, Inc., an Oklahoma not for profit corporation ("OMS"), and the City of Norman, a municipal corporation ("City").

I. INTRODUCTION

The OMS is a 501(c)(3) non-profit organization formed in December 2023 to support statewide efforts to create and protect habitat for monarch butterflies and other native pollinators in Oklahoma. The Oklahoma Monarch & Pollinator Collaborative ("OMPC") and Okies for Monarchs are programs of the OMS. The OMPC oversees the Statewide Monarch Conservation Action Plan, which was launched in 2018 through the collaboration of 40+ organizations and citizens. Okies for Monarchs, which is overseen by the OMPC, is a public education campaign developed to achieve objectives in the Statewide Monarch Conservation Action Plan.

The City of Norman is centrally located within the monarch butterfly migratory pathway and is involved with monarch and pollinator conservation through the creation of habitat at recreational parks such as Ruby Grant Park. It is also involved in pollinator conservation through its partnerships with programs that support native pollinators, such as Okies for Monarchs and the City of Norman's annual Monarchs in the Park event. In addition, employees from the City of Norman actively participate in the OMPC's initiatives, including the 2024 Monarch Summit.

II. PURPOSE

The OMS aims to support municipalities within the monarch butterfly's migratory pathway interested in: (a) increasing native pollinator habitat on municipal lands; and (b) increasing community awareness and engagement on the importance of native pollinator habitat. The purpose of this Contract is to establish a framework between OMS and the City to implement a partnership to create new pollinator habitat that will bring together native plants, public art, and community engagement via OMS' Pathways for Pollinators & People project.

III. RESPONSIBILITIES

A. The OMS agrees to:

- Provide up to \$11,000 in supplies and materials (see "Attachment A", Budget) needed to implement the following activities in partnership with the City:
 - New pollinator habitat installation on City property.
 - Educational signage for the new pollinator habitat.
 - An eight (8) foot monarch-themed mural painted by local artist, Rick Sennett.
 - Community engagement activities with Okies for Monarchs at City-coordinated events.

- Recognition of the City's efforts through announcements at council meetings, issuance of certificates of appreciation, media coverage, OMS social media posts, content on OMS' website, and mentions in OMS' e-newsletter.
- Process invoices and payments within the allotted budget.
- Provide public-facing communications involving the City to the City for review before publishing.
- Provide support and technical assistance during the duration of this agreement.

B. The City agrees to:

- Collaborate with Okies for Monarchs to develop a detailed plan and budget for this project within the allotted \$11,000.
- Identify a suitable site for new pollinator habitat at least 125 feet from areas where insecticides are regularly applied.
- Develop habitat design, utilizing pollinator-friendly native plants that provide early, mid and late season blooms, as well as milkweed which is the host plant for monarch butterflies.
- Prepare a suitable site for new pollinator habitat by eliminating aggressive vegetation such as Bermuda.
- Select monarch and pollinator-friendly plants that achieve optimal monarch habitat in collaboration with Okies for Monarchs.
- Coordinate the installation of pollinator habitat, educational signage, and a monarch-themed mural, with guidance from Okies for Monarchs.
- Provide labor, tools and equipment for the site preparation, as well as the habitat and signage installation.
- Provide mulch, soil and other needed supplies for habitat installation and maintenance.
- Provide maintenance of new pollinator habitat, mural and signage for at least five (5) years.
- Avoid the use of broad-spectrum herbicides or herbicide blends within the habitat area.
- Practice Individual Plant Treatment (IPT) for herbaceous plants should herbicide treatment be needed.
- Limit mowing of habitat to non-monarch migration seasons when monarchs are not present.
- Coordinate community engagement opportunities in conjunction with Okies for Monarchs.
- Contribute staff support or additional resources as needed.
- Provide public-facing program communications involving OMS to OMS for review before publishing.

IV. TERM & TIMELINE

The term of this contract is for one (1) year, beginning on the date last signed below. This Contract may be modified or amended upon written consent of both parties. This Contract may be terminated by either party with four (4) weeks prior written notice to the respective address listed below. The timeline of this partnership is as follows:

- Fall/Winter 2025-26 - Planning Phase
- Spring/Summer 2026 - Implementation Plan

- October 2026 - Project Completion

V. SPECIAL PROVISIONS

Except as otherwise set forth in this Contract: Each party is responsible for its own actions. The activities performed under this Contract shall be performed entirely at each party's own risk. Each party releases and agrees to indemnify, defend and hold harmless the other from any and all liabilities including, but not limited to, injury, losses, damages, judgments, costs, expenses, and fees, that the indemnified party may suffer or incur as a result of or arising out of the activities or legally culpable conduct of the other party stemming from such party's responsibilities under this Contract..

VI. CONFLICT OF INTEREST STATEMENT

Rick Sinnet, the artist for the mural, is OMS's Board President and will be receiving payment of \$2,000 from OMS for the eight (8) foot monarch mural upon completion.

VII. CONTACTS FOR PURPOSES OF NOTICE

Oklahoma Monarch Society, Inc.
 Larissa Balzer, Board Secretary Katie
 Hawk, Director
 Oklahoma Monarch Society, Inc.
 P.O. Box 54952, Oklahoma City, OK 73154

City of Norman
 Rick Knighton
 Copy to: City Attorney
 P.O Box 370
 Norman, OK 73070

EXECUTED ON THE DATES LISTED BELOW:

**Oklahoma Monarch Society Larissa
 Balzer, Board Secretary**

Signature: 

City of Norman
 Mayor Stephen Holman

Signature: _____

Date: 12/23/2025

Date: _____

Attest: _____

City Clerk

APPROVED BY CITY OF NORMAN LEGAL DEPARTMENT
 BY 
 DATE 

ATTACHMENT A

Listed below is the conceptual budget for this agreement. Line items can be adjusted as needed. Total amount not to exceed \$11,000.

Item	Amount
Seeds and Plants for Habitat Projects	\$2,500.00
Educational Habitat Signage	\$3,340.00
Event Posters	\$66.50
Handouts & Sample Seed Packets for the Public	\$1,833.00
Drone video of habitat projects	\$333.00
Monarch murals (supplies: paint, brushes, labor, etc)	\$2,000.00
Paper butterfly cut-outs for youth engagement activities	\$500.00
Mileage	\$166.50
Certificates of Appreciation & Framed Media Coverage for Mayor & Staff	\$166.50
Copies of newspapers	\$16.50
	\$10,922.00