



CITY OF NORMAN, OK
CITY COUNCIL FINANCE COMMITTEE MEETING
Municipal Building, Executive Conference Room, 201 West Gray, Norman,
OK 73069
Thursday, June 18, 2026 at 4:00 PM

MINUTES

The City Council Finance Committee of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Executive Conference Room in the Municipal Building, on Thursday, June 18, 2026 at 4:00 PM, and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray and on the City website at least 24 hours prior to the beginning of the meeting.

CALL TO ORDER

PRESENT

Councilmember Ward 6 - Chair Joshua Hinkle
Councilmember Ward 3 Robert Bruce

ABSENT

Councilmember Ward 1 David Gandesbery
Councilmember Ward 4 Helen Grant

OTHERS

Councilmember Ward 8 Scott Dixon
Mayor Stephen Holman
Councilmember Ward 5 Trey Kirby
Clint Mercer, Director of Finance
AshLynn Wilkerson, Asst. City Attorney
Kim Coffman, Chief Accountant/Asst. Finance Director
Dannielle Risenhoover, Admin. Tech IV
Jacob Huckabaa, Budget Analyst
James Briggs, Park Development Manager
Jason Olsen, Director of Public Works

AGENDA ITEMS

1. DISCUSSION REGARDING MONTHLY REVENUE AND EXPENDITURE REPORTS.

In May 2026, sales tax revenue was up 10.87% compared to the May 2025 sales tax revenue. In June 2026, sales tax was up 1.77% from the June 2025 sales tax revenue. Finance Director Clint Mercer stated that the uptick in revenue was attributed mostly to sales tax collections from colleges, universities and professional schools, as well as from department stores. "Year-to-date, we're at 2.52%, which of the comparison cities, that puts us in the middle of the pack," Mercer said. Year-to-date use tax revenue was up 7.56% compared to fiscal year 2025. Year-to-date hotel-motel tax revenue is up 32% compared to fiscal year 2025. Mercer stated that expenditures are down .74%, "That's hard to do going year-to-year with price increases, so that's a good deal."

Mayor Holman stated that he's been getting questions regarding the Westwood Golf Course operations. Jason Olsen, Director of Parks and Recreation stated that, "Golf is going very, very well. On the other end, when you start talking about the driving range...we did do a renovation out there. So, the painful start to the summer, not having a driving range will hopefully be a distant memory once we get that open." The driving range is expected to open before the end of June.

In reviewing the estimated beginning fund balance for fiscal year 2027, Councilmember Bruce stated that he thinks it would be good to get information from the state that indicates what Norman businesses have outstanding sales taxes due.

Items submitted for the record:
Monthly Financial Reports

2. DISCUSSION REGARDING PARK IMPACT FEES.

Jason Olsen led the discussion. The City of Norman services 70 parks. "Even though we want as many parks as possible, we don't think that we can keep up with staffing to maintain those parks" Olsen said. "We're going to try to now make some adjustments to our park ordinances to encourage private parks, which means it would be on the HOAs (homeowner associations) inside these parks to maintain their parks."

Olsen presented and reviewed the following park land and park development ordinances, the recommended updates, and the projected fee revenue:



CITY OF NORMAN

Park Land Dedication Ordinance

Current Ordinance

- Established in 1976 to provide land for neighborhood parks.
- Residential development greater than 1 unit per acre requires donation of land or fees in lieu of land for the purpose of providing public parks.
- 2.5 acres per 1,000 projected population
- Plats containing greater than 2,500 people require land decision
- Park Board reviews at preliminary plat stage to determine recommendation of land or fee requirement.

Suitability of Land

- Unity, Shape, Access & Topography

Fee in Lieu of Land

- Fee negotiated with developer instead of providing park land.
- Payment collected with filing of final plat.
- Fees commonly used in same area from where they were generated by new housing.

Private Park Option

- Must be requested by developer; then recommended by staff.
- Must be at least twice the amount of public land required.
- Must be maintained by mandatory HOA.

Recommended Updates

Fee in Lieu of Land

- Price per acre fee set by the cost of average cost of acreage of flood plain in Cleveland County and price confirmed by Park Commission on annual basis.
- Fee in Lieu could be set aside to purchase future parks in Norman.

Private Park Options

- Ease back rules as related to private parks developed by Neighborhood Developers
 - Size of park.
 - What qualifies as recreational amenities.



Park Development Ordinance

Current Ordinance

- Established in 1994 to provide for development of park land.
- \$150 per residential dwelling unit - \$75 for neighborhood park improvements in the area, \$75 for community park improvements.
- Neighborhood Park fees go to nearest park to the development.
- Community parks – Andrews, Griffin, 'Lions Park, 'Little Axe, Reaves, Ruby Grant, Sutton, Saxon.
- Fees assessed to builder at issuance of building permit.
- Community park fees typically budgeted in 5-year CIP.
- Neighborhood park fees appropriated as-needed for projects.

Recommended Updates

Raise Fees

- Fees will be in three tiers - \$200 - \$400 per house.
- Fees for neighborhood development would be negotiated and depending on the type of development, proximity to a park a fee would be applied to the development.

Eliminate neighborhood and community park designation.

Eliminate the nearest neighborhood park designation.

- Divide the park system into quadrants for neighborhood parks with equal amount of parks in each quadrant.



Park Development Ordinance

Projected Fee Collection

	2022	2023	2024	2025	2026 (To Date)
Residential, New Construction	377	364	426	320	148
Residential Duplex, New Construction	8	14	2	2	3
Residential, New Manufactured Home	10	7	8	17	5
Multi Family, New Construction 3+ Family	4	5	2	10	1
TOTAL	399	390	438	349	157
Existing Impact Fees (Neighborhood Parks)	\$ 15,561.00	\$ 15,210.00	\$ 17,082.00	\$ 13,611.00	\$ 6,123.00
Existing Impact Fees (Community Parks)	\$ 29,925.00	\$ 29,250.00	\$ 32,850.00	\$ 26,175.00	\$ 11,775.00
Total	\$ 45,486.00	\$ 44,460.00	\$ 49,932.00	\$ 39,786.00	\$ 17,898.00
Proposed Impact Fees @ \$200 per dwelling	\$ 79,800.00	\$ 78,000.00	\$ 87,600.00	\$ 69,800.00	\$ 31,400.00

Olsen clarified that it would be up to HOA's to post signage and enforce private park rules within their neighborhoods.

Mayor Holman recommended a full Council discussion before moving forward. Councilmember Bruce stated that he would like to hear some developer comments on the pros and cons of any increased fees. Olsen stated, "We'll get a lot more things ironed out, talk to the Builders Association one more time, and then bring it to Council."

Items submitted for the record:

Park Land & Park Development Ordinance Review & Recommendation PowerPoint

ADJOURNMENT

Chair Hinkle thanked Mayor Holman for trusting him during his time on City Council to serve as the Chair of the City Council Finance Committee. He also commented on his appreciation for City staff and all that they do.

Chair Hinkle adjourned the meeting at approximately 4:45 PM.

ATTEST:

City Clerk

Stephen Tyler Holman, Mayor