



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 05/12/2026

REQUESTER: Taylor Johnson, AICP, Transit and Parking Program Manager

PRESENTER: Scott Sturtz, P.E., Public Works Director

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-144: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING A CAPITAL PROJECT FOR NORMAN TRANSIT CENTER IMPROVEMENTS; TRANSFERRING \$62,140.28 FROM THE TRANSIT CENTER CONCRETE PAVEMENT PROJECT (TR0128) TO THE NORMAN TRANSIT CENTER IMPROVEMENTS PROJECT (TR0130); AND APPROPRIATING \$18,757.00 FROM THE PUBLIC TRANSPORTATION FUND 27 BALANCE.

BACKGROUND:

The City of Norman is a designated recipient for the Norman Urbanized Area for Department of Transportation (USDOT) federal grant funds under 49 U.S.C.: Section 5307, Public Transit Systems in Urbanized Areas; and Section 5339, Bus and Bus Facilities. Subject to funding from Congress, the Federal Transit Administration (FTA) annually allocates funds to assist transit agencies in the United States. These funds were appropriated by the U.S. Congress as part of the Fixing America's Surface Transportation (FAST) Act, which was originally passed in 2015 and reauthorized in 2021, as well as the Bipartisan Infrastructure Law of 2021.

On June 24, 2025, Council approved a project to repave the Transit Center bus bays from asphalt to concrete. That project was completed under budget in November 2025. Of the remaining \$62,140.28 funds 80%, or \$49,713, is 49 U.S.C. § 5339, Bus and Bus Facilities grant funding sub-allocated by the Oklahoma Department of Transportation (ODOT) available for reimbursement of the proposed bus facility project and 20% or \$12,428 is required local matching funds. These funds have already been programmed under grant OK-2024-033.

Staff identified \$15,005 in 49 U.S.C. § 5339, Bus and Bus Facilities grant funding sub-allocated by ODOT which is available for reimbursement of the proposed bus facility project as lapsing and programmed them under grant OK-2020-026. These funds will require a 20% local match, or \$3,752, for a total amount of \$18,757.

DISCUSSION:

The initial remodel of 320 East Comanche Street, a former drive through bank, into the Norman Transit Center occurred between March 2023 and October 2023. Due to budget constraints, a determination was made that the current glass windowed storefront would remain. The original door and framing are thought to have been there since the 1970s and the facility's usage has increased exponentially. With the age and higher usage, the door is in constant need of repair and the windows and framing are showing signs of deterioration. Staff recommend a structural re-build of the north-facing windowed storefront in which the door is set as well as the east-facing elevation of the public lobby, which also predates the initial remodel, to maintain a cohesive structural style. The amount of windows would be reduced to improve both energy efficiency and structural integrity, and a new ADA accessible automatic door would be installed to handle the high usage and to help decrease future maintenance issues. Staff would work with IT to ensure access control is connected and working, eliminating the need for City/EMBARC staff to manual lock and unlock the facility each day, reducing wear.

Additionally, the bird netting that prevents birds from roosting and building nests in the rafters of the Transit Center awnings on both sides is not performing as expected and has been repaired multiple times. Staff recommend replacing the full bird netting with a more robust material in order to decrease the need for costly patchwork repairs.

Staff propose using existing 49 U.S.C. § 5339, Bus and Bus Facilities grant funding sub-allocated by ODOT which is available for reimbursement of the proposed bus facility project through grants OK-2024-033 and OK-2020-026 to accomplish the recommended repairs to the Transit Center.

This would result in an overall budget of \$80,897.28 with a funding contribution split of 80% grant funding (\$64,718) and 20% local matching funds (\$16,180). The City would be reimbursed 80%, or up to \$64,718, after project completion. \$18,757 in unencumbered funds are available for this project in the Public Transportation Fund (27) balance, along with \$62,140.28 in unencumbered funding which is available in the Transit Center Concrete Pavement project (Project TR0128, Account No. 27550277-46101 Construction). Through a future formal bidding process, a private contractor will be hired to complete the construction project.

RECOMMENDATION:

Staff recommends the approval of Resolution R-2425-134 which:

- 1) Authorizes a capital project for renovation work and improvements to the Norman Transit Center;
- 2) Transfers \$62,140.28 from Transit Center Concrete Pavement Project, Construction (Account 27550277-46101; Project TR0128) to Norman Transit Center Improvements Project, Construction (Account 27550277-46101; Project TR0130) of which 80%, or up to \$49,713, will be reimbursable using previously allocated Federal Transit Administration grant funding; and
- 3) Appropriates \$18,757 from the Transit and Parking Fund Balance (Account No. 27-29000) to Norman Transit Center Improvements Project, Construction (Account 27550277-46101; Project TR0130) of which 80%, or up to \$15,005, will

be reimbursable using previously allocated Federal Transit Administration grant funding.