



## THE CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 03/14/2023

**REQUESTER:** Kellee Robertson, Manager, Animal Welfare Division

**PRESENTER:** Kevin Foster, Chief of Police

**ITEM TITLE:** CONSIDERATION OF ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF A DONATION IN THE AMOUNT OF \$22,594.50 FROM THE ESTATE OF LINDA LEE WALLER TO BE USED AT THE NORMAN ANIMAL WELFARE CENTER WITH FUNDS TO BE DEPOSITED AS OUTLINED IN THE STAFF REPORT.

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**BACKGROUND:**

Section 8-111 of the City Code requires that the City Council accept any donation over \$250 before use or disbursement. The Norman Animal Welfare Center often receives general, unsolicited donations for unspecified uses. These donations are accepted and deposited within a dedicated account, where they are maintained until requested and approved for disbursement for use by our facility.

The City of Norman Animal Welfare Center has been designated as a devisee and legatee in the Estate of Linda Lee Waller. A Petition for Probate of Will, Appointment of Personal Representative, Determination of Heirs, Devisees, and Legatees, and Waiver of General Inventory and Appraisal was filed by Gregory T. Tontz in the District Court of Cleveland County, Oklahoma, on August 4, 2022.

**DISCUSSION:**

Ms. Waller died on July 12, 2022 and was a Cleveland County resident. She died a single person with no heirs. Under the terms of her Last Will and Testament, Ms. Waller's property was to be distributed in equal shares to the Oklahoma Medical Research Foundation and the City of Norman Animal Welfare Department, free and clear of any restrictions.

An Order Allowing Final Account, Determination of Heirs, Devisees, Legatees, and Distribution of Estate was filed in the Cleveland County District Court on February 16, 2023, authorizing the Personal Representative to distribute the proceeds to the Norman Animal Welfare Center. On March 6, 2023, the Norman Animal Welfare Center received a check for \$22,594.50.

**RECOMMENDATION:**

It is recommended that the City Council accept the donation of \$22,594.50 and the money be deposited into Animal Welfare Miscellaneous Revenues/Contributions/Donations (account 10-22431).