



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 06/24/2025

REQUESTER: Lance Harper, Facilities and Construction Manager

PRESENTER: Jason Olsen, Director of Parks and Recreation

ITEM TITLE: CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2425-138: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, TRANSFERRING \$75,000 FROM THE CAPITAL IMPROVEMENT PROJECT FOR HVAC MONITORING TO THE EMERGENCY PROJECTS AND CONTINGENCY ACCOUNT.

BACKGROUND:

In the fiscal year 2024-25 (FYE25) budget, The Facilities Maintenance Division proposed through the Parks and Recreation Department a Capital Improvement Project (CIP) for the HVAC Monitoring Capital Improvements Project, which was approved and funded at \$75,000. This project would have involved adding monitoring systems to existing HVAC systems. This would allow for centralized monitoring of City facilities' heating, ventilating and air conditioning (HVAC) systems. Installation of these monitoring systems would enable, occupied and holiday/vacant schedules for each building, resulting in financial and energy savings. Several monitoring systems were installed during FYE 25) at no cost to the City; the project account will now have a surplus for the remainder of the year.

DISCUSSION:

The Facilities Division has endured significant and unanticipated costs for mold removal and roofing repairs this fiscal year. Our current Mold and Roofing CIP accounts have been depleted. There is an outstanding invoice for mold removal at City Hall, and several roof leaks have occurred at City Hall this spring. We request that freed-up HVAC Monitoring Capital Improvement funds of \$70,000 be transferred to the Emergency Projects and Contingency Account within the Capital Fund. This will fund the mold removal in City Hall and further emergency repairs to City facilities.

RECOMMENDATION:

It is recommended that the City Council approve Resolution R-2425-138 transferring \$70,000 from HVAC Monitoring Capital Improvements, Design (Account 50196677-46201; Project EF0240) to Emergency Projects and Contingency, Construction (Account 50595540-46101; Project EF1010).

