CITY OF NORMAN, OK
STAFF REPORT

MEETING DATE: 09/22/2026

REQUESTER: Jason Olsen, Director of Parks and Recreation

PRESENTER: Jason Olsen, Director of Parks and Recreation

ITEM TITLE: CONSIDERATION OF APPROVAL, REJECTION, AND/OR POSTPONEMENT OF CONTRACT K-2627-67: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND THE NORMAN FIREHOUSE ART CENTER, INC. IN THE AMOUNT OF $140,400.00 TO ASSIST WITH THE OPERATION OF THE FIREHOUSE ART CENTER.

BACKGROUND:

During the budgeting process for fiscal year 2026-2027 (FYE 2027), the City Council allocated an amount of $380,043.00 to contribute to Arts, Culture, and Event Organizations, with individual distributions from said allocation to be issued by the Board of Parks Commissioners (the "Board") at their regularly scheduled meeting in August of each year. Organizations are required to apply to the Board for funding disbursements and demonstrate the extent of financial support requested for the upcoming funding year. One such organization was the Firehouse Art Center, and the Board approved a disbursement of $140,400.00 at its September 3, 2026, meeting.

DISCUSSION:

The FYE 2027 Funding Disbursement Agreement (the "Agreement"), which comes before Council at this time, is the same basic form agreement for all organizations. The Agreement provides that the Firehouse Art Center will use City funds of $140,400.00 to assist with the operation of the Center, including support for utilities costs, and to provide arts and education services to the community at such location.

The Agreement includes a reporting procedure by the organization to the Council of expenditures of the funds in an amount not to exceed $140,400.00. The Agreement also provides for cancellation by either party with thirty (30) days' written notice. Specifically, it provides for the cancellation and return of any unexpended funds should the agency fail to use the funds for the purpose for which they are intended, or if the organization is dissolved or ceases to exist at any time during the contract period.

RECOMMENDATION:

Staff recommends that the Funding Disbursement Agreement submitted herewith be approved. Funds in the amount of $140,400.00 should be disbursed from Park Board Miscellaneous Services-Contributions, account number 10770284-44741.