



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 09/04/2025

**REQUESTER:** Karla Sitton, Admin Technician IV

**PRESENTER:** Jason Olsen, Director of Parks and Recreation

**ITEM TITLE:** DISCUSSION REGARDING THE ADVISORY COMMITTEE FOR PARKS AND RECREATION POLICY & PROCEDURES

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### **BACKGROUND:**

The Norman Board of Park Commissioners has several subcommittees appointed from its membership, including an Advisory Committee for Parks and Recreation Policy & Procedures, which is convened to help update the Policies and Procedures for the Parks and Recreation Department. The Commissioners appointed to the Advisory Committee include Chair Sheriff and Commissioners Davison, Isacksen, and Usry.

### **DISCUSSION:**

The Parks and Recreation Department is responsible for managing the park systems, recreational facilities, programs, and the Westwood Complex. The department is organized into six functional divisions: Administration, Parks, Recreation, Parks Planning, Westwood, Forestry, and Facility Maintenance.

The Parks & Recreation Department Rule and Policy Manual has not been updated since 1991. The Advisory Committee for Parks and Recreation Policy & Procedures will review the current policies, assess recent community needs and feedback, and research current best practices and regulations, such as Rules and Regulations Governing Open Space and Facilities; Facility Use Policy; Facilities Description; Facility Rental Fee and Facility Fee Schedule