



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 05/26/2026

**REQUESTER:** Katherine Coffin

**PRESENTER:** David Riesland, Transportation Engineer

**ITEM TITLE:** CONSIDERATION OF ADOPTION, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF RESOLUTION R-2526-145: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA AMENDING THE NEIGHBORHOOD TRAFFIC MANAGEMENT AND CALMING PROGRAM MANUAL IN ORDER TO CORRECT TYPOGRAPHICAL ERRORS AND TO ADD CLARIFYING INFORMATION FOR STAFF AND INTERESTED CITIZENS.

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### **BACKGROUND:**

The Neighborhood Traffic Management and Calming Program Manual (Manual) was created in December 2003 and was last Amended and Approved by Council, via R-0809-115, on February 24, 2009. There were some internal amendments in 2023, but the Manual has not been brought back to City Council since 2009. With the retirement of key staff members in the time since the adoption in 2009, it is now time to consider updating the Manual with new graphics, to address various typographical errors, and to make the Manual more useful to existing and future staff as well as interested citizens. A copy of the 2009 Amended and Approved Manual, with areas changed identified, is attached.

### **DISCUSSION:**

An editable document of the Manual could not be located. As such, a new Manual was created from scratch keeping all the information from the old Manual. During the creation of the new Manual, several typographical errors were found and corrected. In addition, all the graphics were updated to include examples from Norman, if possible. Finally, through recent traffic calming inquiries, it was evident that the Manual was not explicit on the requirements in some areas. To avoid confusion among existing staff, future staff, and interested citizens, some items were rewritten for clarity. A copy of the modified 2026 Manual is attached.

### **RECOMMENDATION:**

Staff recommend approval of Resolution R-2526-145 to Amend the Neighborhood Traffic Management and Calming Manual.