



# City of Norman, OK

Municipal Building  
Council Chambers  
201 West Gray  
Norman, OK 73069

## Master

**File Number: R-1920-21**

**File ID:** R-1920-21

**Type:** Resolution

**Status:** Consent Item

**Version:** 1

**Reference:** Item 42

**In Control:** City Council

**Department:** Finance Department

**Cost:** \$15,000.00

**File Created:** 08/08/2019

**File Name:** appropriation from Room Tax

**Final Action:**

**Title:** RESOLUTION R-1920-21: A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, APPROPRIATING \$15,000 FROM THE ROOM TAX FUND BALANCE FOR THE NORMAN ARTS COUNCIL.

**Notes:** ACTION NEEDED: Motion to adopt or reject Resolution R-1920-21.

**ACTION TAKEN:** \_\_\_\_\_

**Agenda Date:** 08/27/2019

**Agenda Number:** 42

**Attachments:** R-1920-21, City Letter Room Tax

**Project Manager:** Kim Coffman, Municipal Accountant

**Entered by:** Ellen.Usry@normanok.gov

**Effective Date:**

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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### Text of Legislative File R-1920-21

Body

**BACKGROUND:** Pursuant to the Norman City Code, Section 8-521 (et. Seq.), the City Council has established a policy whereby room tax collections are distributed to three organizations to further the aims of the Transient Guest (Hotel/Motel) Room Tax: the Norman Convention and Visitors Bureau ("Visit Norman") for purposes of convention and tourism attraction (50%); the Parks Department for parks capital improvement projects (25%); and the Norman Arts Council for arts and humanities purposes (25%). The Norman Arts Council (NAC) has primarily used its allocations to fund programs through "sub-grant" organizations and through direct sponsorships to promote the visual and performing arts in Norman.

As of June 30, 2019, the arts and humanities portion of the Room Tax Fund had a fund balance of \$32,130. Assuming that eight percent (8%) of projected allocations are held in reserve (as is the policy for most City funds), approximately \$29,559 would be available for appropriation by the Council from "excess" reserves for arts-related expenditures.

**DISCUSSION:** As discussed in the attached letter from NAC Executive Director Erinn Gavaghan, the Norman Arts Council Board of Directors has requested an appropriation of \$15,000 of available Room Tax Fund balance to fund the Oklahoma Center for Nonprofits *Standards for Excellence* training and certifications for Norman arts organizations. This nationally recognized program teaches best practices for nonprofit management, governance, and legal compliance.

**RECOMMENDATION:** It is recommended that the appropriation of \$15,000 of available Room Tax Fund balance (account 023-0000-253.20-00) to Contributions-Organizations (account 023-3041-451.47-41) be approved for use by the Norman Arts Council for the Oklahoma Center for Nonprofits *Standards for Excellence* training.