

CITY COUNCIL STUDY SESSION
June 5, 2012

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in a study session at 6:22 p.m. in the Municipal Building Conference Room on the 5th day of June, 2012, and notice and agenda of the meeting were posted at the Municipal Building at 201 West Gray, and the Norman Public Library at 225 North Webster 48 hours prior to the beginning of the meeting.

PRESENT: Councilmembers Dillingham, Ezzell,
Gallagher, Griffith, Lockett, Spaulding,
Mayor Pro Tem Quinn

ABSENT Councilmember Kovach and
Mayor Rosenthal

Item 1, being:

CONTINUED DISCUSSION REGARDING THE FYE 2013 CITY OF NORMAN OPERATING AND CAPITAL BUDGETS.

Ms. Linda Price, Revitalization Manager, provided a recap of the FYE 2013 Projects recommended for the Capital Improvements Projects (CIP) and included in the City Manager's proposed budget as follows:

▪ Transportation Master Plan	\$ 300,000
▪ Building C Generator/UPS	\$ 200,000
▪ Replacement of Reaves Park Softball Building	\$ 175,000
▪ Downtown Parking Lot (demo of building and lot construction)	\$ 100,000
▪ Highway 9 utility relocation: 24 th Avenue S.W. to 36 th Avenue N.E.	\$ 43,710
▪ Highway 9 utility relocation: 36 th Avenue N.E. to 72 nd Avenue N.E.	\$ 36,169
▪ Replacement of Lightning Detection System at three (3) parks	\$ 73,000
▪ Oklahoma Department of Transportation audit adjustments	\$ 100,000
▪ Replacement of deficient natural gas line at Fleet Division	\$ 15,000
▪ Traffic signalization of Tecumseh Road and 48 th Avenue N.W.	\$ 20,000
▪ Replacement of vent hood and fire suppression system for Westwood Grill	<u>\$ 10,000</u>
	\$1,072,879

Ms. Price highlighted the proposed amendments as follows:

▪ Traffic calming on Porter Avenue (solar powered speed feedback signs)	\$ 40,000
▪ Porter Avenue sidewalk installation from Acres Street to Johnson Street	\$ 50,000
▪ Porter Avenue/Acres Street pedestrian crossing (design only)	\$ 20,000
▪ Repairs to damaged parks and City buildings from April 13, 2012 tornado	\$ 114,000
▪ Bridge Maintenance Program for bridges greater than 20 feet in length	\$ 150,000
▪ Demolition of Granary, north of Acres Street and west of the railroad	\$ 125,000
▪ Aerial photographs (regionally fly every two – three years)	\$ 100,000
▪ Sidewalks: increased \$36,000	\$ 136,000
❖ 24 th Avenue N.W. Robinson Street – University North Park shopping area	
❖ Brooks Street: Jenkins Avenue – Classen Boulevard	
❖ Elmwood Street: Brookside Drive – Pickard Avenue	
❖ 500 Block of 48 th Avenue N.W. (gap project)	
▪ I-35/Main Street Interchange Enhancements (two year project) changing from \$100,000 every year for three (3) years	\$ 175,000
▪ Parking lot expansion at Griffin Park (50 spaces)	\$ 85,000
▪ Griffin Park bleachers (replace 28 at 14 fields)	\$ 58,000
▪ Replant landscaping of medians on Highway 77 and Main Street	\$ 50,000
▪ Treasury Area Safety Project	\$ 30,000

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▪ Griffin Park Irrigation System Improvements	\$ 25,000
▪ Replace fire bay doors for Fire Stations No. 2 and No. 4	\$ 12,000
▪ Installation of new water fountain at Little Axe ball fields	\$ 2,500
▪ Temporary Eastside Library Service Point	\$ 25,000
	<u>\$1,197,500</u>
<i>Amendments needed</i>	
Total FYE 2013 Projects for CIP	\$2,270,379

Councilmember Gallagher asked how Staff derived at the proposed cost of \$25,000 for the Temporary Eastside Library Service Point when Council has not made a decision regarding which option may be implemented and Mr. Steve Lewis, City Manager, suggested that Mr. Terry Floyd, Development Coordinator, give a brief overview of the final report regarding the Temporary East Side Library Service Point.

Mr. Floyd said he has been working with the Pioneer Library System (PLS) staff as well as the Norman Public Library Board (NPLB) to establish a site for the Temporary East Side Library Service Point. NPL approved the purchase of an outdoor 24-hour automated library service point which will be the very first of its kind in the United States. The service point will have the ability to allow users to check out a limited number of books at the site, browse the PLS catalog and request books be delivered to the machine site within 48 hours, pick up requested books, and limited web browsing. The machine is projected to be delivered sometime in mid-July 2012, and PLS is working on a design for the canopy over the machine.

Mr. Floyd said four potential sites were initially considered for the location of the 24-hour service to include Irving Recreational Center/Irving Middle School, Fire Station No. 6, Store front at 24th Avenue S.E. and Lindsey Street, and Ronal Reagan Elementary School. He said PLS and NPLB recommended the Irving Recreational Center as the best location. The estimated costs for the Temporary East Side Library Service Point are \$20,000 - \$25,000, and include the cost for the canopy which is estimated to be \$11,450. Mr. Floyd said Norman Public School (NPS) system is supportive of the use of the Irving Recreational Center/Irving Middle School and if approved by Council, a formal use agreement between the City and NPS will be required.

Mr. Anthony Francisco, Finance Director, said that Council received the City Manager's proposed budget on April 12, 2012, and since that time several changes to the FYE 2012-2013 Budget have been suggested by Council and/or Staff. He said the following are planned amendments to be proposed by Council to include:

GENERAL FUND

1. Increase the Police Department Prisoner Care account by \$18,000 due to increase in costs due to anticipated increase in fees from Cleveland County and is predicated upon an increase that would go into effect the last quarter of the next fiscal year;
2. Increase the Municipal Election account by \$23,000 due to rescheduling of elections;
3. Increase the Property Tax Revaluation account by \$10,000 to more accurately reflect historic expenditures;
4. Add \$28,596 to the Municipal Court Temporary Salaries account for an increase in judicial salaries as recommended by the Finance Committee based on a proposed future ordinance for Council consideration;

WATER AND WASTEWATER FUNDS

5. Change the \$10,000 funding source for the deficient natural gas line at Fleet/Line Maintenance (North Base) from the New Development Excise Fund to \$5,000 from the Water Fund and \$5,000 Sewer Maintenance Fund;

CAPITAL FUND

6. Add \$1,197,500 in capital improvements expenditures to include additional sidewalks; repairs from the April 13, 2012 tornado; bridge maintenance; solar powered feedback signs; aerial photographs; I-35 /Main Street Interchange enhancements; and demolition of the granary; and
7. Make typographical and minor numerical corrections, with no financial impact to the FYE 2013 budget, to the Budget document as required.

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Councilmember Ezzell requested an amendment regarding the current \$33,000 budgeted item for the Citizen Satisfaction Survey be transferred for the use of a litter crew. Mr. Lewis said generally Staff has included \$50,000, in the current year budget which was a partial re-instatement of the litter crew from a couple of years ago. He confirmed that proposed amendment requested \$33,000 be transferred from the Planning and Community Development Department for the Citizen Satisfaction Survey, into the Utility Department - Storm Water Division, to be utilized by litter crew(s) thus making the total budget for litter crew(s) \$83,000 and Councilmember Ezzell said that is correct. Mr. Lewis said Staff will prepare a budget amendment and present to Council for consideration.

Councilmember Gallagher said previous discussions regarding Municipal Court defendants performing community service should be considered and felt the process would not only assist the litter crew but would also simplify some of the logistics previously mentioned by Judge Poarch. Mr. Lewis said he would work with Staff.

Regarding community service, Councilmember Dillingham felt the City also needed to work with the Community Works Crew as well as the Municipal Judges and take into consideration the additional costs for the supervision of community service people.

Ms. Jeanette Coker, 620 E. Main Street, asked if Staff has taken into consideration that the solar powered speed feedback signs will not assist pedestrians, i.e., school children and people in wheelchairs, who are trying to cross Porter Avenue. She felt the City should install a stop light to stop traffic, not just slow traffic down.

Mr. Harold Heiple, 218 E. Eufaula Street, said he sent a letter some time ago on behalf of the Norman Developers Council regarding a request for a specific amount of money to be allocated in the FYE 2013 Budget for the Northside Sewer Treatment Plant. He said this issue has neither been discussed tonight nor listed on the proposed amendments and asked Council confirm with Staff that an amendment item regarding certain amount of money from the sales tax revenue for the Northside Sewer Treatment Plant, pursuant to what the voters have approved, along with a timeline for the ultimate completion of the Northside Sewer Treatment Plant be discussed next Tuesday, June 12, 2012. Mayor Pro Tem Quinn said there will be a public meeting regarding this issue next Tuesday, June 12, 2012, at 5:30 p.m. Mr. Heiple said generally proposed amendments will have been discussed and written for Council consideration and felt public meetings are not the place and time in which amendments to the budget should be made. He asked Council to consider requesting Staff to craft a written proposed amendment regarding this issue and Mr. Jeff Bryant, City Attorney, said Staff is working on this issue as directed by the City Manager, Finance Director, and Utilities Director. Mr. Bryant said Staff should have information ready for Council packets to include draft language for proposed amendments.

Items submitted for the record

1. Memorandum dated May 31, 2012, from Ms. Suzanne Krohmer, Budget Manager, through Mr. Anthony Francisco, Director of Finance, to Honorable Mayor and Councilmembers, with Attachment "A", entitled "FYE 2013 Project Recommended for CIP"
2. Memorandum dated May 30, 2012, from Mr. Kenneth Komiske, Director of Utilities, to Mr. Steve Lewis, City Manager
3. Memorandum dated May 31, 2012, from Mr. Terry Floyd, Development Coordinator, through Mr. Steve Lewis, City Manager, to Norman City Council
4. Temporary Library Service Point Report
5. Memorandum dated May 17, 2012, from Ms. Ronda Guerrero, Court Administrator, to City Council Finance Committee

The meeting adjourned at 6:41 p.m.

ATTEST:

City Clerk

Mayor