

FINANCE COMMITTEE MINUTES

July 21, 2010

The City Council Finance Committee of the City of Norman, Cleveland County, State of Oklahoma, met at 5:30 p.m. in the Municipal Building Study Session Room on the 21st day of July, 2010, and notice and agenda of the meeting were posted in 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: Members Dillingham, Ezzell, Quinn, and Chair
Cubberley

ABSENT: None

OTHERS PRESENT: Al Atkins, Council Member
Jim Griffith, Council Member
Steve Lewis, City Manager
Anthony Francisco, Finance Director
Suzanne Krohmer, Budget Manager
Blaine Nice, Assistant City Attorney III
Fred Duke, Procurement Analyst

DISCUSSION REGARDING A LOCAL PURCHASING PREFERENCE ORDINANCE

Anthony Francisco made presentation.

- Discussed 7-9-10 memo regarding reciprocity concept/policy
- Proposed ordinance change language regarding tie bids
- Beyond the local preference, could go against or limit competitive bidding advantages/concepts
- Downsides/disadvantages of local preference will be presented to full Council in study session or conference.
- Dillingham agrees with changes
- Quinn – tie bid, local preference concept makes sense
- Recommend move forward to Council – ordinance change

Items submitted for the record

1. Memo to Steve Lewis from Anthony Francisco, Finance Director, and Fred Duke, Procurement Analyst dated July 9, 2010
2. Memo to Steve Lewis from Anthony Francisco, Finance Director, Fred Duke, Procurement Analyst and Blaine Nice, Assistant City Attorney III dated June 10, 2010
3. Enrolled Senate Bill No. 1714 amending 74 O.S. 2001, Section 85.17A
4. Copy of article in Norman Transcript, June 15, 2010, from Tulsa World newspaper

DISCUSSION REGARDING PLANNING FOR FYE 2012 BUDGET

Anthony Francisco made presentation.

- FYE 10 audit will come in November and ‘truing up’ of FYE 10 figures
- Cubberley - to get to a net zero number for FYE 12, need a 10% increase in revenues

- Reviewed in detail handout of multi-year sales tax comparison
- Ezzell – wants Municipal Finance Forum Series informational meetings held like Water Forum Series/Town Hall meetings
- Quinn – educate people more on expenditure side
- Ezzell – wants Council to allocate capital as needed, against dedicated sales tax for capital
- Cubberley – keep 3/10 percent in maintenance and 4/10 percent goes back to General Fund and have a Capital Bond program that you sell to voters
- Dillingham – use more ad valorem bonding capacity
- Cubberley – need to broaden sales tax base and increase our ad valorem portion
- Quinn – do like public school systems, increase or renew every five years (5-year bonds)
- Dillingham – education is very important to citizens – “cost to do _____ project?”
- Atkins – keep 3/10 percent of the 7/10 percent for maintenance
- Cubberley – need priority list of cuts, if needed – priorities of programs/activities
- Lewis – survey citizens on priorities (Ft. Worth) – have in the Financial Series
- Atkins – put citizen survey of city website with validation
- Dillingham – see how Ft. Worth implemented their surveys
- Cubberley –
 - (1) broaden revenue base
 - (2) prioritizing services
 - if we stayed flat
 - if we increase 1-2%
 - Series in early fall (use Citizen’s Academy information for broad information)
- Lewis – do quarterly update at Council meeting. Staff can list all General Fund services.
- Dillingham – look at similar services in other cities
- Report next month – prepare forum series to forward to Council
- Committee asked Staff to prepare information showing the cost of operating the many individual functions of the City

Items submitted for the record

1. Sales Tax Revenue Multi-Year Comparisons prepared by Anthony Francisco
2. FYE 10 Fund Summary for General Fund (10) and Public Safety Sales Tax Fund (15)

DISCUSSION REGARDING THE REVENUE / EXPENDITURE REPORT

- Revenue side will not change very much – approximately 8.5% decrease in General Fund

Items submitted for the record

1. Summary of Major Funds-General; Capital; Westwood; Water; Wastewater; Sewer Maintenance; New Development Excise; Sewer Sales Tax; and Sanitation Fund Revenue Sources vs. Budget, Financial Report dated June 30, 2010.

DISCUSSION REGARDING REPORT ON OPEN POSITIONS

Vacancies – holding hiring positions

Items submitted for the record

1. City of Norman/Human Resources Department Recruitment and Selection Report dated July 12, 2010

August Finance Committee – August 18, 2010

- Westwood Golf Course Update
- Discuss re-evaluation of budget retreat for September
- Have budget retreat after sales tax receipts for September have come in

The meeting adjourned at 6:33 p.m.

ATTEST:

City Clerk

Mayor