

## FINANCE COMMITTEE MINUTES

October 20, 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 20<sup>th</sup> day of October 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, and Chair Cubberley

ABSENT: Member Quinn

OTHERS PRESENT: Al Atkins, Council Member  
Jim Griffith, Council Member  
Steve Lewis, City Manager  
Anthony Francisco, Finance Director  
Suzanne Krohmer, Budget Manager  
Ken Komiske, Utilities Director  
Shawn O'Leary, Public Works Director  
Blaine Nice, Assistant City Attorney III  
Ed Copelin  
Tom Sherman, Chamber President  
Fred Walden  
Mark Campbell

### DISCUSSION REGARDING LOCAL PURCHASING PREFERENCE ORDINANCE

- In City Codes, Section 8, Council approves all contracts over \$25,000
- Phone bids may be taken for \$25,000 to \$50,000
- Must have 3 bids in writing over \$50,000
- Exemptions for items provided by another governmental agency, professional services
- Exemption on items purchased under State contract price
- Goal is to purchase at lowest and best price – lowest bid
- Detrimental to City to have local preference – our research shows
- Will add language to Code to preference for local vendors for “tied” bids
- Language from Oklahoma Statutes
- Ed Copelin – City of Oklahoma City has “beat by 5%” to override local vendor preference
- “Andersonville Study” – impact of local business vs. chain stores
- Tom Sherman – Local preference, not necessarily for a “tie” but a dollar range or within \$60,000 / \$100 difference
- Ezzell – Worried about punitive retribution, have policy or resolution instead of ordinance on supporting local business
- Dillingham – supports local preference resolution against percentages and look at on an individual basis
- Griffith – Within .5% to 1% wants “tie” definition

- Discussed at length what constitutes local business and how you determine
- Can bid forms have a place to designate “local business” and “taxpayer to City of Norman”
- Cubberley – Draft resolution favoring local businesses and come back in November meeting for further discussion

Items submitted for the record

1. Proposed City Ordinance O1011-5
2. The Andersonville Study of Retail Economics, October 2004, Andersonville Development Corporation
3. The Benefits of Doing Business Locally, American Independent Alliance
4. Independent Businesses, Unite!, Institute for Local Self-Reliance
5. Homegrown Economics, American Independent Business Alliance
6. Buying Local is All it's Cracked Up to be and More, Dave Parsons, Iowa City Press-Citizen

DISCUSSION REGARDING MUNICIPAL FINANCE SERIES

Committee commended Suzanne Krohmer for presentations.

DISCUSSION REGARDING COUNCIL SERVICE PRIORITIZATION SURVEY RESULTS

- Cubberley – Use survey results for FYE 12 Budget preparations
- Look at areas for reductions and fee revenue increases
- Already have increased majority of revenues/fees possible
- Approximately \$40,000 new revenue from Municipal Court collections
- Warrant officer paid approximately \$2 to \$3 thousand a week
- Look at Traffic Engineer, calming projects
- Use results in Municipal Finance Series presentation
- Ezzell – More strategic look at all services City is providing – permanent realignment of service model
- Cubberley – Put operation of Westwood Golf Course out to bid, one bid with Pro Shop specs and one bid without Pro Shop specs, and/or a separate bid for pro shop operations, come up with RFP for the process
- If we cut social services agency funding, make it known in advance
- Have Council change policies on funding of agencies/utilities – give as much notice as possible
- Dillingham – CDBG services – duplication of grants, should not be repeated
- Rec centers need to be kept open and not raise fees as this benefits many young people in the community
- Change in any policies regarding non-profit agency funding will be discussed in November meeting

Items submitted for the record

1. Service Prioritization Survey Results – 2010 City Council Planning Retreat – September 18, 2010
2. City of Norman Fixed Assets/Real Property – FYE 10 Utility Cost

DISCUSSION REGARDING THE REVENUE / EXPENDITURE REPORT

- Water revenue discussion
- Sales tax up slightly

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 September 30, 2010

DISCUSSION REGARDING REPORT ON OPEN POSITIONS

- Helps budget to hold vacancies open

Items submitted for the record

1. City of Norman/Human Resources Department Recruitment and Selection Report dated October 13, 2010

The meeting adjourned at 7:00 p.m.

ATTEST:

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City Clerk

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Mayor