

NORMAN FORWARD CITIZENS FINANCIAL OVERSIGHT BOARD MINUTES  
November 6, 2017

The Norman Forward Citizens Financial Oversight Board (CFOB) of the City of Norman, Cleveland County, State of Oklahoma, met at 3:30 p.m. in the Municipal Building Conference Room on the 6th day of November, 2017, 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 24 hours prior to the beginning of the meeting.

PRESENT:                   Members, Cynthia Rogers, Andy Rieger, Chair Bill Nations, and Bree Montoya

ABSENT:                   Members Anil Gollahalli, Tom Sherman, MacKenzie Britt, and Andy Paden

OTHERS PRESENT:       Robert Castleberry, City Council Member  
Terry Floyd, Development Coordinator  
Anthony Francisco, Finance Director  
Jud Foster, Director of Parks & Recreation  
David Hopper, Chair Senior Citizens Center Ad Hoc Group  
Kyle Lombardo, ADG  
Robert Huskey, Citizen

CALL TO ORDER AND ROLL CALL

Chair Nations called the meeting to order at 3:42 p.m. A quorum was present.

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ITEM 1, being

APPROVE MINUTES FROM SEPTEMBER 11, 2017 MEETING

After review and discussion of minutes of September 11, 2017 meeting, a motion was made by Member Rieger and seconded by Member Rogers to approve the minutes. Motion passed unanimously.

Items submitted for the record:

1. Norman Forward Citizens Financial Oversight Board Minutes September 11, 2017.

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ITEM 2, being

DISCUSSION OF FINANCE REPORTS-FINANCE DEPARTMENT

Anthony Francisco gave the presentation. He stated that we are now 4.96% below projections by fiscal year for sales tax collection. This is of concern and is continuing to be observed. He then showed invoices for some of the expenditures that were paid out and explained how the money is drawn down to make the payments. We have now spent about \$1.4 million on the East Branch Library, \$8.5 million on the Central Library, and \$9 million on the Westwood project.

Member Rieger asked if the Use Tax is continuing to uptick as well. Francisco stated that the Use Tax collection is up by about 8% and that should flow over to Norman Forward as well. A big part of this is Amazon.com.

Items submitted for the record:

1. Norman Forward Expenditure Report
2. Norman Forward Sales Tax Revenue Report
3. Norman Forward Sales Tax Fund Annual Sales/Use Tax Growth Factor (FYE 2018)
4. Norman Forward Sales Tax Fund Annual Sales/Use Tax Growth Factor (FYE 2019-2031)
5. Norman Forward Sales Tax, Versus Projection

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ITEM 3, being

DISCUSSION OF ANNUAL REPORT TO COUNCIL

This item has been postponed until next meeting.

Items submitted for the record:

1. The City of Norman/Norman Municipal Authority Norman Forward Citizen Financial Oversight Board Annual Report for the period January 1, 2016-September 30, 2017

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ITEM 4, being

DISCUSSION OF PREVIOUSLY APPROVED COUNCIL ACTIONS AND POSSIBLE ACTION

Francisco gave the report. He stated that the first item had to do with the first of the neighborhood park improvements that has begun, and the other item was about the art project for the East Branch Library.

Member Rieger asked where the artist for the East Branch Library is from. Terry Floyd stated that he is out of Illinois.

Member Rogers asked why the money for the Oakhurst Park Improvement is coming out of Norman Forward and not coming out of the Parks improvement budget. Jud Foster stated that there would not ever be that much money budgeted for a park unless they made a specific project out of it. This upgrade is more extensive, so that is why it is being put into Norman Forward.

Items submitted for the record:

1. Contract K-1718-49 consideration of awarding request for proposal to Playwell Group/Playworks, Inc.
2. Contract K-1718-47 contract between the City of Norman and James K. Johnson for the East Side Library Art Project

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ITEM 5, being

AD HOC LIAISON REPORTS

Member Montoya stated that the Westwood Ad Hoc Committee met on Oct. 9<sup>th</sup> and talked about a proposal to divert traffic to a secondary route to get to the Westwood area due to the influx of traffic.

Member Rieger stated that the Reaves Park project was brought up in the City Council Study Session. He stated that there were a few questions and concerns brought up about the plans. Jud Foster stated that the next step will be to take the plan to Council to approve. There will be some changes to the plan before then to accommodate the issues that were brought up during the Study

Session. Member Rogers asked if the Reaves project is still within the budget. Foster stated that it is still within the available budget.

David Hopper stated that the Senior Citizens Ad Hoc Committee has not met in several months. There has been a plan circulated that would address the dedicated parking issue for the original plan to put the Senior Center in the existing library. This was rejected by the Senior Citizens Advocacy Group as well.

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ITEM 6, being

DISCUSSION OF PROJECT STATUS-PROJECT MANAGERS

Jud Foster gave the presentation. He stated that the Westwood Pool project is making slow and steady progress. Everything should be painted in the next few weeks as long as the weather holds out for us. This would mean that we could achieve substantial completion by the end of December. The art piece for the pool is complete in Florida and the local contractor is currently working on the base to put the art piece on. The week of Dec. 4<sup>th</sup> is when the art piece is due to be installed. The Griffin Park project is still in progress. The Westwood Tennis project is in the final design stages and almost ready to be bid out for the building.

Terry Floyd stated that the East Library is very nearing “drying” the building and close to beginning work on the wiring for the inside. The Library Ad Hoc Committee is due to meet on Nov. 16<sup>th</sup> to do a walking tour of the progress. The bid for the furniture will be beginning at the first of the new year. The art piece has been approved for this project and is in progress. The Central Branch is making significant progress and all the geo-thermal wells have been completed. They are planning on the topping-out ceremony sometime in February. In December we will begin the selection for the art piece for the Central Branch. We would love to have this contract to present to the City Council sometime in March or April of next year.

Member Rieger asked if there will be any issues with traffic at the East Branch Library that could disrupt the Fire Station. Floyd stated that as of now it does not warrant a traffic light, but it will be continually monitored.

Anthony Francisco wanted to point out that the art piece for the Central Branch will be the most expensive art piece in the City of Norman’s history.

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ITEM 7, being

MISCELLANIOUS DISCUSSION

Member Rogers stated that the Committee should send the City Council Members that did not attend the meeting a report on the Norman Forward finances.

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ITEM 8, being

ESTABLISHMENT OF FUTURE MEETING TIME(S)

The next meeting of the Norman Forward Citizen's Financial Oversight Board will be on December 18 at 3:30 pm.

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ITEM 11 being

ADJOURNMENT

Motion was made to adjourn. Motion passed unanimously and the meeting adjourned at 4:25 pm.