

NORMAN FORWARD CITIZENS FINANCIAL OVERSIGHT BOARD MINUTES  
December 18, 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 18th day of December, 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, Bree Montoya, Anil Gollahalli, Tom Sherman, MacKenzie Britt, Andy Paden, and Linda Price

ABSENT:                   none

OTHERS PRESENT:       Terry Floyd, Development Coordinator  
                              Anthony Francisco, Finance Director  
                              Jeff Bryant, City Attorney  
                              David Hopper, Chair Senior Citizens Center Ad Hoc Group  
                              Kyle Lombardo, ADG  
                              Leslie Taber, ADG  
                              Robert Huskey, Citizen

CALL TO ORDER AND ROLL CALL

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

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ITEM 1, being

APPROVE MINUTES FROM NOVEMBER 6, 2017 MEETING

After review and discussion of minutes of November 6, 2017 meeting, a motion was made by Member Montoya and seconded by Member Rieger to approve the minutes. Motion passed unanimously.

Items submitted for the record:

1. Norman Forward Citizens Financial Oversight Board Minutes November 6, 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 a little more than 5% below fiscal year projections for sales tax collection. He stated that is a continuing concern and will continue to monitor situation. Actions will continue to be taken to try to make sure that the programs will stay on track to maintain the main projects at least within their budgets. He then showed on the expenditure report that the City is getting close to drawing down the allocation for the Westwood Swim Complex. The East Branch Library is flowing out now. We are spending about \$1 million a month on the Central Branch. He stated that it was a positive thing; it shows that we are spending the money, but the projects are progressing.

No questions were asked for Anthony Francisco. A motion to approve the Financial Report was made and passed unanimously.

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

CONSIDERATION OF ANNUAL REPORT TO COUNCIL

Chair Nations asked Francisco if the members of the Board should include Don Hiebert. Francisco stated yes as of the date of the report, Mr. Hiebert was a Board member. Member Rogers thanked Francisco for changes in response to her comments. Chair Nations asked Francisco on Page 3, the Board requested updates of the Implementation Plan on a semi-annual basis? Francisco stated that it has been more like a 9 month update and that we need to work harder on getting updates in 6 months. Chair Nations expressed concern on Page 6 the last sentence 5<sup>th</sup> paragraph, "City Council may want to consider sweeping monies into Senior Center Reserve fund?" Chair Nations asked if a consensus was reached in reference to that from the Board for approval. It was discussed previously, but not voted on. Member Sherman expressed his concern that given the fact that we are below our expectations of sales tax, projects that currently have funding requirements that the City would not want to put any excess into one particular project. Member Rieger asked if we could remove that sentence. Consensus was reached to take out that sentence.

Chair Nations stated that he expressed concern of the wording in one of the sentences. The wording was rephrased. A period was placed at the end of fund balance. Over time, it is desired to build-up funds.

Member Paden made a motion to send the report as edited to City Council. Member Rogers asked if pro formas would be included. Francisco stated, yes the most recent one. The motion passed unanimously to send the Annual Report to the City Council.

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. Previous Council actions are in your packets for your review. No questions or comments were made.

Items submitted for the record:

1. Consent Item AP-1718-11 Consideration of Mayor's Appointments
2. Resolution R-1718-86 A Joint Resolution Adopting the Reaves Park Master Plan

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ITEM 5, being

AD HOC LIAISON REPORTS

Member Paden stated update on Central Library, exciting to see steel. The Ad Hoc Committee had a "hard hat tour" of the East Library that went very well. Member Sherman was asked about the Senior Center, they haven't had any other meetings. David Hopper asked about the Reserve Capital Fund amount. Francisco stated that we have budgeted for about \$280,000, as of the end of fiscal year 2017-2018.

Member Paden stated that the Council approved the Reaves Master Plan with changes. The next step would be to draw plans and go to bid.

Member Montoya stated that the Westwood Ad Hoc Committee hasn't met. Westwood is just about completed. "Splash" had a ribbon cutting ceremony. Member Paden stated the location of the artwork is perfect. Francisco stated that it appears that Westwood is going to come in under budget.

David Hopper asked about the original opening date of August. Francisco stated it was a good question. When the sense of urgency for it to be completed by this season went away, did the contractor maybe cool his jets? It appears that the contractor slowed down when the rush was taken off of them.

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ITEM 6, being

DISCUSSION OF PROJECT STATUS-PROJECT MANAGERS

Terry Floyd gave the presentation. He gave an update on projects. The Library Ad Hoc Committee had a meeting with the library group to discuss a couple of different things. They had a "hard hat tour" of facility and went over and showed them the furniture and fixtures that will be bid out in January. It is currently budgeted for \$350,000. Central Library budgeted for over \$2 million for furniture and fixtures. Artist for East Branch Library came out to do some measurements and conduct site visit. The project is coming along nicely. Floyd stated that the steel is a little bit shiny, but the City paid for pre-weathering. Weathering on the building is the

most consistent way to do it so that it doesn't streak or weather on the ground. The builders will do a process by which they will rust it and it will darken over time. Site work and paving will also begin in the next few months. Floyd stated the decking has begun on the 2<sup>nd</sup> level. They have been through the selection process with Norman Arts Council and have narrowed it down to 3 finalists and alternates for notification to be sent out on a \$230,000 art piece. Floyd stated that all of the geo-thermal wells and underground work is done. There was also a discussion of how the selection committee would select the art piece.

Francisco stated that the Chair had asked for an ongoing presentation relating to the negotiations of securing the land for the Multi-Sport and Aquatic Facilities. City Attorney Jeff Bryant discussed the land lease negotiations for the Multi-Sport and Indoor Aquatic Facilities. The YMCA currently still has a lease with OU for their property. For the Multi-Sport Facility site lease, OU would be willing to lease that to us for \$1. We asked if they would be willing to let us put our Aquatic Facility there as well and expand the amount of land from 5 acres to 11 acres for both facilities. The YMCA was fine with that option as well as the Sooner Swim Club. ADG did some preliminary analysis. OU wanted to demonstrate to their Board of Trustees that there was a near-even exchange of value. 11 acres were appraised. The City owns some property right in the middle of the Max Westheimer Airport. Swapping this land for the value of a long-term lease of the land desired for the Multi-Sport and Aquatic Centers, along with a small piece of land owned by OU north of Robinson and east of Flood Avenue to be used for the James Garner Avenue extension project, was found to be near-equal.

Additional questions were raised by Council members as to whether it would be feasible for a future Senior Center to be placed out there as well. OU agreed that they would be willing to extend 2-3 acres south of the 11 acre site identified for the Multi-Purpose and Indoor Aquatic Facilities for consideration of a potential Senior Center site. The land is valued at \$150,000 an acre. OU would still only charge \$1 a year lease. The design is currently showing 16 acres. Initial proposal shows a long term lease of 50 years, nominal rent, plus two additional ten-year terms, equaling 70 years. OU requested that they have a member on the Ad Hoc advisory committee for the facilities to have input regarding design.

The near-even exchange valued at \$1.65 million on long term lease, an additional 2-3 acres equaling \$300,000-\$450,000. The James Garner extension land equals \$790,000 for a grand total of \$2.74-\$2.89 million valued to the City. The value to OU is \$2.35 million according to appraisal. It's a land exchange only, with the exception being the \$1 per year for 70 years lease. Bryant stated this will be on Council's agenda for tomorrow.

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ITEM 7, being

MISCELLANIOUS DISCUSSION

Nothing at this time.

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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 February 12, 2018 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 4:35 pm.