

NORMAN FORWARD CITIZENS FINANCIAL OVERSIGHT BOARD MINUTES  
May 14, 2018

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 Multi-Purpose Room on the 14th day of May, 2018, 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, Tom Sherman, and Linda Price

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

OTHERS PRESENT:       Terry Floyd, Development Coordinator  
                              Anthony Francisco, Finance Director  
                              Jud Foster, Director of Parks and Recreation  
                              Kathryn Walker, Assistant City Attorney III  
                              Robert Huskey, citizen  
                              Stephen Ellis, citizen

CALL TO ORDER AND ROLL CALL

Chair Nations called the meeting to order. A quorum was present.

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ITEM 1, being

APPROVE MINUTES FROM APRIL 2, 2018 MEETING

After review and discussion of minutes of April 2, 2018 meeting, Member Rieger made a motion and Member Sherman seconded that motion to approve the minutes as amended. Motion passed unanimously.

Items submitted for the record:

1. Norman Forward Citizens Financial Oversight Board Minutes April 2, 2018.

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ITEM 2, being

DISCUSSION OF FINANCE REPORTS-FINANCE DEPARTMENT

Anthony Francisco gave the presentation. He stated that money is being rapidly spent for the Central Library. Westwood is nearing completion as well. Sales Tax is now 4.9% below our fiscal year projections and 7.8% below our original 2015 projections. Use Tax is quite a bit ahead of our fiscal year projections.

Member Rogers stated that the Committee should send a recommendation to the City Council that all savings on the Norman Forward projects should be saved to make up for shortfalls in projects and revenue. Chair Nations stated we should send this recommendation in the form of a letter.

Member Sherman stated that a letter needs to be drafted before any of the money is used for additions instead.

Chair Nations stated that Member Rogers can work on a draft of the letter and send to the Committee for review. Member Sherman stated that we should keep tracking the progress of the projects and make sure that all of the savings gets put into one fund. Member Price stated that it is important to get the savings moved as soon as possible to avoid project funds hanging on to the money like in the past.

A motion to approve the Financial Report was made by Member Price and seconded by Member Sherman 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

DISCUSSION AND CONSIDERATION OF UPDATED FINANCIAL PRO FORMA

Francisco gave the report. He stated that we have now added the actual figures from fiscal year 2017. We do have some cash flow problems in the mid years of the Norman Forward projects, and we will have to consider some changes in the last year of fiscal year 2031.

Member Rogers asked if the Aquatic Center spending would still begin in fiscal year 2018. Francisco stated that it would probably not happen, but it is in the budget.

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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.

Chair Nations asked if the expenditure for the design and architecture would come from the Central Library budget. Francisco stated this was true.

Member Rogers asked about the public use versus the Tennis Pro's private use of the tennis courts. Jud Foster stated that the tennis courts are all for public use with the Tennis Pro being on hand for lessons, tournaments, and other things for a small salary. In return for this, he is allowed to set up a small Pro Shop in the building to supplement his income. Member Rogers asked if we can get a list of the amount of tournaments and the use of the facility. Foster stated that we could get the information for the Committee.

Member Rieger stated that once the indoor facility is open more people will want to use the facility.

Items submitted for the record:

1. K-1718-95 Contract between the Norman Municipal Authority and Marc Claude for the Westwood Tennis Professional Employment
2. K-1516-83 AMD #2 Amendment to contract between the City of Norman and the Norman Municipal Authority and Meyer, Scherer, & Rockcastle, LTD increasing the contract amount
3. K-1718-122 Contract between the City of Norman and Kirkpatrick Forest Curtis, PC and Paul Cocksedge Studio for the purchase of a sculpture

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ITEM 5, being

AD HOC LIAISON REPORTS

Jud Foster gave the presentation on Griffin Park Ad Hoc Committee. He stated that there has not been an Ad Hoc Committee meeting for this lately. There are a few projects slated to go to Council on the 22<sup>nd</sup> for contracts, including a bid award for construction and lighting of new soccer fields. Member Sherman asked how much the contract was for. Foster stated that the whole contract is for \$900,000.

Member Sherman stated that there is no update for the Senior Citizens Ad Hoc Committee until a funding source is found.

Member Rieger stated that there is no update for the Reaves Park Ad Hoc Committee.

Member Montoya stated that the Westwood Ad Hoc Committee meeting is coming up and it will be their final meeting.

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ITEM 6, being

DISCUSSION OF PROJECT STATUS-PROJECT MANAGERS

Jud Foster stated that the Westwood Aquatic Center is scheduled to open May 26<sup>th</sup>. There will be a few “soft” openings beforehand to work all of the kinks out. Chair Nations asked if all of the lifeguards were hired. Foster stated that they were. Member Rieger asked how the pass sales were going. Foster stated that we are already over 200 sold.

Foster then stated that we are hoping to get consultant services for Ruby Grant Park to get the construction documents to the Council. This will take about 6 months to prepare.

Foster stated that Sonoma and Oakhurst neighborhood parks are almost complete. These are pay-as-you go projects. The skate park at Andrews Park has been moved to three other neighborhood park sites.

Chair Nations asked what percentage of the intersection construction was coming out of what projects. Francisco stated that about 30% is from the Quiet Zone project, 40% out of the James Gardner project, and 30% out of the Library project.

Foster stated we will be following up in the fall with public meetings for the design of a new skate park. He then stated that the RFQ for the construction manager of the Westwood Tennis facility has been received. There are three different contractors to review. Reaves construction documents are being prepared.

Terry Floyd stated that the Central Library is moving right along with some exterior work starting.

Member Rieger asked if the Legacy Trail will be relocated. Floyd stated that it will have to be relocated and reconstructed.

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ITEM 7, being

MISCELLANEOUS DISCUSSION

Member Sherman asked how much money in interest the City can earn from the projects being in limbo. Francisco stated that it is in the thousands of dollars.

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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 July 9, 2018 at 3:30 pm.

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ITEM 9, being

ADJOURNMENT

Member Price made a motion to adjourn. The motion was seconded by Member Rieger.

The motion passed unanimously and the meeting adjourned.