



# CITY OF NORMAN, OK NORMAN FORWARD SALES TAX CITIZEN FINANCIAL OVERSIGHT BOARD MEETING

Municipal Building, Executive Conference Room, 201 West Gray, Norman,  
OK 73069

Tuesday, May 23, 2023 at 3:30 PM

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## MINUTES

*It is the policy of the City of Norman that no person or groups of persons shall on the grounds of race, color, religion, ancestry, national origin, age, place of birth, sex, sexual orientation, gender identity or expression, familial status, marital status, including marriage to a person of the same sex, disability, retaliation, or genetic information, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination in employment activities or in all programs, services, or activities administered by the City, its recipients, sub-recipients, and contractors. In the event of any comments, complaints, modifications, accommodations, alternative formats, and auxiliary aids and services regarding accessibility or inclusion, please contact the ADA Technician at 405-366-5424, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.*

### ROLL CALL

#### PRESENT

Chair Andy Rieger  
Member Alva Brockus  
Member Andy Sherrer  
Member Bree Montoya  
Member Cindy Rogers  
Member Erik Paulson  
Member Linda Price  
Member Saidy Orellana  
Member Misty Grantham

#### ABSENT

Member Erik Paulson

#### OTHERS:

Anthony Francisco, Director of Finance  
Jacob Huckabaa, Budget Technician  
Kathryn Walker, City Attorney  
Jason Olsen, Director of Parks & Recreation  
Dannielle Risenhoover, Administrative Tech. IV

### MINUTES

1. Consideration of approval, rejection, amendment and/or postponement of minutes from April 4, 2023

Member Brockus made a motion to approve the minutes from the April 4, 2023 meeting, which was duly seconded by Member Montoya. The motion passed unanimously.

Items submitted for the record:

Norman Forward Citizens Financial Oversight Board Minutes from April 4, 2023

## **REPORTS AND ACTION ITEMS**

### **2. Consideration of approval, rejection, amendment and/or postponement of Finance Reports**

Anthony Francisco gave the report. On the expenditure side, Francisco states, "There have been some fairly extensive payments for the James Garner project, specifically to the Oklahoma Department of Transportation." On the revenue side, Francisco reports that May figures (reflective of sales from March) look good. "Sales Tax and Use Tax are right on target for fiscal year projections and are about 4.5% below the original projections. Hopefully we will continue on the track that we are on."

The City is waiting on a fiscal year end 23 (FYE23) payment from Norman Regional Hospital for their build-out at the Young Family Athletic Center (YFAC). This payment is approximately \$2.5 million and is expected by June 30, 2023, as agreed to by Norman Regional Hospital and City of Norman. Francisco stated, "There is no reason to believe that they will not fulfill this payment." Another Norman Regional Hospital payment of \$2.6 million is due upon completion of construction in 2024.

Member Cynthia Rogers questioned if the Road Improvement budget was earmarked for anything specific. Francisco stated, "There was a \$2.7 million allocation for Norman Forward road and traffic projects. This was to facilitate access to the various Norman Forward projects. At the time this was established, the biggest project was the extension of Berry Road from Robinson up to the Optimist hanger, but since we decided to move the indoor aquatics facility and indoor multi-sport facility to University North Park, there will be a traffic improvement project to connect Rock Creek Road to the YFAC's Trae Young Drive. There are also some improvements planned on Robinson Street to facilitate entrance to Griffin Park and some improvements on Jenkins for access to Reaves Park." Some of these projects are under construction or will soon be completed.

Member Price moved to approve the Financial Reports and it was duly seconded by Member Brockus. The motion passed unanimously.

Items submitted for the record:

Financial Reports

### **3. Consideration of approval, rejection, amendment and/or postponement of previously approved Council actions**

Two previously approved Council actions were highlighted. They were the completion of the Cherry Creek Park improvements and the \$720,000 audio/visual equipment package for the YFAC. Jason Olsen, commented that the visual equipment is relatively inexpensive compared to the audio equipment. Member Rogers questioned if there was going to be enough Wi-Fi for people in the YFAC facility. Jason Olsen said, "We will have an option for Wi-Fi. It just depends on how much band width we want taken up at the facility. If we have a large event and we know

that there's not going to be a lot of business that needs to be conducted in the office, we can have the option of turning the Wi-Fi on, but we only have so much band width in the area to operate on." To put booster signals at the YFAC, Olsen states, "would be very expensive".

Items submitted for the record:

Previously Approved Council Actions Report

Young Family Athletic Center Audio/Visual Contract

#### 4. AD HOC Committee Liaison Reports

No report was given due to an absence of AD HOC meetings since the Norman Forward Sales Tax Citizen Financial Oversight Board's previous meeting.

#### 5. Project Manager Reports

Jason Olsen gave the report. Olsen stated that the City is doing the best they can to improve as many parks as they can, "Usually it's about one a year on replacing a playground system." A playground dedication was recently held at Cherry Creek Park. The park's new playground system cost approximately \$180,000. Improvements have started to Bentley Park which is in the Summit Valley and Bellatona neighborhoods. This park will include a playground, pickleball courts, basketball courts and walking trails. Bentley Park is named after Lionel Bentley who left property to a park foundation. The money raised from the sale of this property has been donated by the foundation to be used for the construction of Bentley Park as well as for approximately \$100,000 worth of projects that Mr. Bentley wanted completed at Westwood Golf Course.

Griffin Park fields are at playing level, and the irrigation system, restrooms and concession stand are coming to completion. By next year's soccer season, all of the parking lots and roads inside the park will be connected.

Reaves Park opened in March. Olsen says the park is seeing "a lot of play". With the overflow of people, many motorists are parking in non-designated parking area and damaging grass covered areas. The Parks and Recreation Department plans to install posts and cable to help establish the designated parking areas. "No parking" signs are installed allowing for the potential ticketing of violators. "I've driven through when we've had about 40, 50 cars in the park and if you just drive to the other side of the park, there's a couple hundred parking spots still open - it's just people aren't walking. They're choosing to take the shortest path instead of parking in the parking lot," Olsen said. "Parking is available they're just not choosing to take it."

The shell of the Adult Wellness and Education Center is approximately 95% complete. It is believed that this center will be completed by the end of August 2023 with a ribbon cutting ceremony in October 2023. City of Norman Attorney Kathryn Walker gave an update on the operating agreement for this center. She stated that not a lot had changed since she gave her last report to the Norman Forward Sales Tax Citizen Financial Oversight Board, but that some language was refined regarding termination and insurance; however, that "this was nothing substantive". Walker stated that there will be an upfront contribution from the City to the Adult Wellness and Education Center for operating costs will be \$100,000. This contribution is to help with the center's startup costs so they are ready to open before they are able to collect funds. The City will also contribute up to \$125,000/year for such things as landscaping and utilities. The programs and services offered by the center have now been determined. These programs include, physical fitness programs, wellness focused programs, lifelong learning programs, social programs, and art & creativity programs. The center reserves the flexibility to change

these services based on the requests of their clients. The initial, membership fee schedule will be \$35/individual and \$60/married couple. There will be a sliding fee scale in place for those that are 200% below the published poverty guidelines. Membership is open to Norman residents and non-residents who are 50 years old and older.

Olsen stated that the YFAC construction is coming along well. The building is fully enclosed, the HVAC is running, electrical switches and boxes have been obtained and are ready for install, sheetrock and finishes are going up and pool tile is about to go in. It is expected that the ribbon cutting for this building will be in December 2023 with the building fully open to the public January 2024.

Items submitted for the record:

Adult Wellness and Education Center Operating Agreement

## **MISCELLANEOUS COMMENTS**

Anthony Francisco reminded the Board that May 23's Norman Forward Sales Tax Citizen Financial Oversight Board Meeting would be Member Bree Montoya's last meeting due to her being sworn in as a City of Norman Council Member. The Board thanked Montoya for her service and congratulated her.

The Board determined that the next Norman Forward Sales Tax Citizen Financial Oversight Board Meeting would be July 18, 2023 at 3:30 PM. At this time, the Board will plan to take a tour of the Adult Wellness and Education Center located at 602 N. Findlay Ave, Norman.

## **ADJOURNMENT**

The meeting adjourned at 4:05 PM.

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Andy Rieger, Chair  
Norman Forward Sales Tax Citizen Financial Oversight Board