



CITY OF NORMAN, OK

NORMAN FORWARD SALES TAX CITIZEN FINANCIAL OVERSIGHT BOARD MEETING

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

Friday, November 15, 2024 at 3:30 PM

MINUTES

The Norman Forward Sales Tax Citizen Financial Oversight Board of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session at the Municipal Building, Executive Conference Room, 201 West Gray, Norman, on Friday, November 15, 2024 at 3:30 PM and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray, and on the City website at least 24 hours prior to the beginning of the meeting.

ROLL CALL

MINUTES

PRESENT

Chairman Andy Rieger
Board Member Alva Brockus
Board Member Andy Sherrer
Board Member Linda Price
Board Member Saidy Herrera
Board Member Misty Grantham
Board Member Zachary Simpson

ABSENT

Board Member Cindy Rogers
Board Member Erik Paulson

OTHERS

Anthony Francisco, Director of Finance
William Andrews, Communications & Engagement Coordinator
Jason Olsen, Director of Parks & Recreation
Dannielle Risenhoover, Admin. Tech. IV

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF MINUTES FROM SEPTEMBER 20, 2024

Member Price made a motion to approve the minutes from the September 20, 2024 meeting. Member Brockus duly seconded the motion. The motion passed unanimously.

Items submitted for the record:

Forward Citizen Financial Oversight Board Minutes from September 20, 2024.

REPORTS

2. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF FINANCIAL REPORTS

Anthony Francisco gave the report. He drew the Board's attention to the Final Project Report, highlighting that several of the projects had been completed but still had money appropriated to them. Sales Tax is down about six percent for November. "We do continue to monitor what is going on with the Grocery Sales Tax. Again, the intent is that it would not have an impact on the cities, but we are totally dependent on how the various retailers are collecting that Grocery Sales Tax and reporting it. There should have been no change in the City's portion and we'll continue to monitor it. It's not just a City of Norman concern, it's a statewide concern," Francisco said.

Member Brockus made a motion to approve the Financial Reports and Member Price duly seconded the motion. The motion passed unanimously.

Items submitted for the record:

Norman Forward Citizen Financial Oversight Board Financial Reports

3. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF PREVIOUSLY APPROVED COUNCIL ACTIONS

Anthony Francisco led the discussion pointing out that the major, recent Council actions relating to the Norman Forward Citizens Financial Oversight Board included permission for staff to close out the Adult Wellness and Education Center and the Young Family Athletic Center (YFAC) projects. The contractor for the Adult Wellness and Education Center has received their final payment; however, the City is waiting for punch list items to be completed at the YFAC before presenting its contractor with their final payment.

4. AD HOC COMMITTEE LIAISON REPORTS

No Ad Hoc Committees met since the last Citizens' Financial Oversight Board meeting; thus, no report was given. It is anticipated that the Saxon Park Ad Hoc Committee will meet sometime in December. The City is currently waiting on plan drawings for Saxon Park.

5. PROJECT MANAGER REPORTS

Jason Olsen gave the report. Sunrise Park and Falls Lakeview Park have been completed and dedicated. The City is currently accepting bids for the construction at William Morgan Park. The City is installing pickle ball and sand volleyball courts at the Young Family Athletic Center. Olsen stated that this construction was mainly paid for through Room Tax with the Pickle Ball Courts and lights equating to approximately \$370,000.

Member Brockus asked about the status of the Central Library. Olsen stated that mediating with the parties involved in the construction of the facility "didn't work out" so the City has proceeded with a lawsuit. The City is working with Pioneer Library System to find a suitable warehouse to store the library's contents in. The Library System has filed a tort claim against the City for their damaged contents. "The Library does not have a contract with any of the contractors, so for them to recover any damages that they incurred, they have to basically sue us (the City) and we

will hopefully collect those damages from the parties at fault,” Olsen said. “Hopefully we’ll get to the point where we start finding solutions.”

The City has been meeting weekly to figure out how to purchase the Griffin Park and Sutton Wilderness land as well as brainstorming ideas on what to do if the rest of the Griffin property becomes available for purchase. “There’s a lot of discussion about the area between Main and Alameda and agencies to provide services to those experiencing homelessness and that sort of thing; but as far as Griffin (Park) and Sutton (Wilderness), we’re still in a holding pattern. My understanding is that the Department of Mental Health is getting another appraisal,” Francisco said.

6. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR
POSTPONEMENT OF THE ANNUAL REPORT FOR THE PERIOD OF APRIL 1, 2023
- SEPTEMBER 20, 2024

Review of the Annual Report was postponed due to a delay in auditing figures. “We’re trying to get audited figures for Fiscal Year ending June 30 and we’re expecting that closeout any day now,” Francisco said. “I did expect to have the figures today but I do not. As soon as I do (have those figures), we can send it out to you and you can either review it, discuss it electronically, or call a special meeting.”

7. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR
POSTPONEMENT OF 2025 SCHEDULE OF MEETINGS

The Board determined that the 2025 Norman Forward Citizen Financial Oversight Board meetings would be conducted on the second Friday of every other month, starting January 10, 2025. This schedule is open for adjustments on an as-needed basis.

8. ESTABLISHMENT OF FUTURE MEETING TIME(S)

The Board determined that the next meeting will be Friday, January 10, 2025 at 3:30 PM.

MISCELLANEOUS COMMENTS

Chair Rieger announced that it was Saidy Herrera’s last meeting as a Norman Forward Citizen Financial Oversight Board Member as she will be moving out of Norman. Board Members and staff expressed appreciation to Ms. Herrera for her service to the Board.

ADJOURNMENT

Chairman Rieger adjourned the meeting at approximately 4:00 PM.

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