



MINUTES

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CALL TO ORDER

Mayor Heikkila called the Meeting to Order at 5:30 p.m.

PRESENT

Mayor Larry Heikkila
Councilmember Ward 1 Austin Ball
Councilmember Ward 2 Lauren Schueler
Councilmember Ward 4 Helen Grant
Councilmember Ward 5 Rarchar Tortorello
Councilmember Ward 6 Elizabeth Foreman
Councilmember Ward 7 Stephen Holman
Councilmember Ward 8 Matthew Peacock

ABSENT

None

AGENDA ITEMS

1. DISCUSSION REGARDING THE FYE 2024 CAPITAL IMPROVEMENTS PROGRAM BUDGET.

Ms. Kim Coffman, Budget Manager, said tonight a budget review for FYE 2024 Capital Improvements Program Budget will be presented to Council. Council was previously updated on funded projects and discussed Council priorities for FYE 2024 Capital Improvements Plan (CIP) on November 15, 2022, and proposed new projects were discussed on February 14, 2023.

Ms. Coffman highlighted all funds included in the CIP Budget as follows:

Special Purpose Capital Funds

- Public Safety Sales Tax Fund (PSST)
- Community Development Block Grant (CDBG) Fund
- Special Grants Fund
- Room Tax Fund
- Public Transportation and Parking Fund
- Capital Fund (Pay-As-You-Go or PAYGO)
- Capital Fund (General Obligation Bonds)
- NORMAN FORWARD Sales Tax Fund
- Park Land and Development Fund
- University North Park Tax Increment Finance (UNPTIF) District Fund
- Center City Tax Increment Finance District (CCTIF) Fund
- Arterial Road Recoupment Fund

Enterprise Funds

- Water Fund
- Water Reclamation Fund
- Sanitation Fund
- Sewer Maintenance Fund
- New Development Excise Tax Fund

Capital Sales Tax Guidelines to allocate new sales tax revenue includes Capital Outlay – 27%; Maintenance of Existing Facilities – 7%; Street Maintenance – 25%; General Contingency – 5%; Other Projects and Debt Service – 36%. Ms. Coffman said existing facilities changed from 5% to 7% and General Contingency changed from 7% to 5% due to the increase in square footage maintained by Facility Maintenance, e.g., Young Family Athletic Center (YFAC), Senior Wellness Center, Development Center, etc.

Funds with no new CIP Projects in FYE 24 include Special Revenue Fund; Public Transportation Fund; University North Park Tax Increment Finance (UNPTIF) District Fund; Center City TIF Fund; and Arterial Road Recoupment Fund.

Public Safety Sales Tax Fund (PSST) includes \$2,100,000 requested for a 100-foot Aerial Ladder Platform; however, only \$1,117,363 of the \$6,800,000 allocation for PSST Apparatus Replacement allocation remains. The PSST Oversight Committee recommends two additional funding options that include allocation from the General Fund or bond issuance.

The PSST fire apparatus replacement schedule consists of Elevated Platform Truck in FYE 2016 - \$1,105,943; Fire Engine in FYE 2017 - \$523,853; Fire Engine in FYE 2018 - \$622,079; Pumper/Tanker in FYE 2019 - \$724,974; Pumper/Tanker in FYE 2020 - \$735,974; Air and Light Unit/Public Education in FYE 2021 - \$541,600; Fire Engine in FYE 2022 – \$687,804; Fire Engine/Staff Vehicle in FYE 2023 - \$740,910+; and Ladder Truck in FYE 2024 - \$2,100,000 budgeted with actual cost to be determined. (There is an estimated \$1,117,363 remaining in PSST Apparatus Program after FYE 2023).

The Community Development Block Grant (CDBG) Fund projects for FYE 24 includes Habitat Acquisition - \$40,000 and Norman Housing Authority (NHA) Land Acquisition - \$100,000 to be used for affordable housing projects.

The Room Tax Fund includes Westwood Tennis Center Improvements - \$150,000 and Westwood Park Master Plan - \$25,000.

Mr. Jacob Huckabaa, Capital Projects Budget Technician, said the Capital Fund PayGo includes FYE 24 estimated available for new projects – negative \$3,142,058; FYE 25 estimated available for new projects - \$538,596; and FYE 26 estimated available for new projects - \$5,042,533.

Proposed recurring sidewalk project in FYE 24 include the Sidewalk Program for Schools and Arterials - \$80,000; Sidewalk Accessibility Project - \$30,000; Citywide Sidewalk Project - \$100,000; Downtown Area Sidewalk Project - \$50,000; Sidewalks and Trails - \$120,000; and Horizontal Saw Cut Program - \$40,000 for a total of \$420,000.

Proposed recurring CIP Fund Projects in FYE 24 include Capital Outlay - \$4,635,671; Street Maintenance - \$2,302,877; Maintenance of Existing Facilities - \$994,086; Stormwater Drainage Maintenance - \$2,350,000; Personnel - \$1,311,545; Oklahoma Department of Transportation (ODOT) Audit Adjustments - \$100,000; Bridge Maintenance - \$1,000,000; Driveway Repairs - \$10,000; Street Striping - \$100,000; Traffic Calming - \$50,000; and Community/Neighborhood Improvements - \$100,000 for a total of \$12,945,179. The American with Disabilities Act (ADA) Compliance Program was not included, but Staff recommends this be added as an amendment in the amount of \$300,000.

Capital Fund Projects include Monument Signs - \$175,000; Reed Avenue Curb and Gutter Amendment - \$145,000 (Design - \$25,000, Construction - \$120,000) funds identified in FYE 24 Asphalt and Concrete Pavement Maintenance and the Finance Committee suggested using alternate funding (General Fund) for the Design of the project in FYE 24 to avoid cutting projects; and the Regional Transportation Authority request increased from \$182,654 to \$348,950.

NORMAN FORWARD Fund includes de-appropriations and re-appropriations for New Neighborhood Parks - \$1,555,710; Saxon Park - \$1,217,600; and New Trail Development - \$970,541. This is a necessary action due to large project encumbrances for YFAC and Senior Wellness Center.

Park Land and Development Fund includes Reaves Park Maintenance Building - \$300,000.

Upcoming challenges include I-35 Corridor Study (Norman/Moore/ODOT); Access Oklahoma Turnpike Plan; Public Transportation (Regional Transportation Authority, purchasing land for stations, zoning, and recommendation from Transit Study); New Traffic Signals on State Highways and City Arterials; Fleet Replacement; Information Technology Infrastructure and Microsoft System Upgrades; Bridge Replacements/Major Maintenance; Stormwater Infrastructure; Fleet Fueling Facility/Sidewalk Gaps; Escalating Construction Costs; Multiple Master Plan Updates; Traffic Management Center Staffing; Health Land Purchase/Redevelopment (possible TIF District); University of Oklahoma (OU)/Southeastern Conference (SEC)/University North Park (UNP) Development (possible TIF District and OU Airport Expansion); Future Remodel/Replacement of Building B (pending Public Safety Study); and Oversized Emergency Vehicle Storage Facility of Emergency Operations Center (EOC).

Councilmember Holman asked if the Ladder Truck is the last vehicle in the voter approved PSST project list and Ms. Coffman said the ballot language did not state a specific dollar amount. She said the original amount set aside for fire apparatus was \$6.5 million, which can be changed by Council.

Councilmember Holman said if the General Fund paid for the Aerial Ladder Truck, can the General Fund be paid back by the PSST and Ms. Coffman said as soon as all critical capital needs are completed, all PSST revenues and expenditures will be absorbed by the General Fund. Councilmember Holman asked how a bond would work, would it be a revenue bond based off PSST funds and Mr. Pyle said when considering the cost of issuing debt versus the purchase price of \$1.8 or \$1.9 million, Council may want to find a way to pay cash rather than incur cost of issuance for a \$2 million note. Mr. Anthony Francisco, Director of Finance, said he was not sure if the recommendation by the PSST Oversight Committee was issuance for a General Obligation (GO) Bond for that, but the outstanding debt the City already has for the EOC, Communications System, and the \$1 million Fire Truck are still outstanding so the City cannot issue any PSST backed debt until that debt is paid off, which would be in 2027.

Councilmember Holman asked if the Regional Transportation Authority (RTA) increase was the result of three metro cities deciding not to participate resulting in the City of Norman needing to pay more. Mr. Shawn O'Leary, Director of Public Works, said that is part of the reason, but heavy engineering activity is ramping up more quickly than anticipated in the expectation of a sales tax election in the fall of 2024.

Councilmember Schueler asked if the Aerial Ladder Truck is a replacement or a new addition to current apparatus and Mr. Travis King, Fire Chief, said it would be new apparatus for Fire Station No. One and the 75-foot ladder in service today would be placed in reserve status. He said the City does not currently have a reserve ladder to service the other Fire Stations. She asked why it is important to have a 100-foot ladder truck and Fire Chief King said the Fire Department wants to reach the highest buildings in town, i.e. Sarkys Center is 15 stories tall, Norman Regional Hospital is 12 stories tall, etc. He said a 100-foot ladder can make the Fire Department more operational, are safer for rescuers to work with, and can be used in multiple emergency situations.

Items submitted for the record

1. PowerPoint presentation entitled, "City of Norman Fiscal Year 2023-2024 Capital Improvement Program Budget and FYE 2025-2028 Capital Improvements Plan"

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ADJOURNMENT

The meeting was adjourned at 6:05 p.m.

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ATTEST:

City Clerk

Mayor