



# 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, December 29, 2023 at 3:30 PM

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## MINUTES

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### ROLL CALL

#### PRESENT

Chairman Andy Rieger  
Board Member Alva Brockus  
Board Member Cindy Rogers  
Board Member Linda Price  
Board Member Saidy Orellana  
Board Member Misty Grantham  
Board Member Zachary Simpson

#### ABSENT

Board Member Andy Sherrer  
Board Member Erik Paulson

#### OTHERS

Jacob Huckabaa, Budget Technician  
Jason Olsen, Director of Parks & Recreation  
Scott Sturtz, City Engineer  
Dannielle Risenhoover, Administrative Tech. IV

## **MINUTES**

### **1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF MINUTES FROM NOVEMBER 3, 2023**

Member Price made a motion to approve the minutes from the November 3, 2023 meeting. Member Brockus duly seconded the motion. The motion passed unanimously.

Items submitted for the record:

Norman Forward Citizens Financial Oversight Board Minutes from September 15, 2023.

## **REPORTS & ACTION ITEMS**

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

Jacob Huckabaa gave the report. The sales and use tax revenue, combined, is approximately 2% over of what was projected. These revenue taxes are just under 3% of the City's original projections from 2015. Huckabaa stated, "Everything is still pretty consistent on the expenditure side."

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 Citizens Financial Oversight Board Financial Reports

### **3. DISCUSSION REGARDING THE APPROPRIATION OF THE GRIFFIN LAND LEASE FUNDS**

The Griffin land lease is currently being paid for out of Norman Forward funds. After Board discussion it was determined that a letter of recommendation should be drafted to City Council asking that the payments for the Griffin land lease be withdrawn from the City's General Fund rather than the withdrawn from the Norman Forward Fund. No formal action was taken.

### **4. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF PREVIOUSLY APPROVED COUNCIL ACTIONS**

Jacob Huckabaa reviewed the previously approved Council actions. Member Rieger asked if it was more cost effective to hire outside janitorial services than to hire additional City of Norman employees. Jason Olsen confirmed that it was more cost effective to hire an outside cleaning contractor.

Member Rieger also asked what the time line was for completion of the James Garner round-a-bout. Scott Sturtz replied, "On the James Garner project, they are going to be placing the bridge beams over Robinson Street next week, so it'll have to be closed down over night for two nights. That's going to be a big step forward. It's going to allow us to start building the top of that bridge and hopefully be opening up Robinson Street towards the end of the month or first part of

February. At that point they'll start looking at starting the round-a-bout on Flood. We're still hoping for an early summer completion on this project."

There will be a third phase in the James Garner project that will extend James Garner Avenue from the south side of Acres Street to Duffy Street. This section of the project will not be as extensive as phase two. It will include construction of curb and gutter, a modern street, a sidewalk and parking. This project is part of the 2019 transportation bond program and does not include federal funding, or Norman Forward funding.

## 5. AD HOC COMMITTEE LIAISON REPORTS

Member Brockus stated that at the Young Family Athletic Center (YFAC) Ad Hoc Committee meeting she attended, there were deep concerns about the pool deck, but other than that, things were going well. "It looks like it's going to be a lovely facility assuming they figure out the pool problems."

## 6. PROJECT MANAGER REPORTS

Jason Olsen gave the report. Olsen stated, "Alva (Brockus) is correct about the pool deck. The City has rejected the pool deck cement work that has been installed around the pool. We're working with the contractor for a solution. They have incorrect textures on there, the drains were slightly higher than the concrete causing a trip hazard and a drainage issue. They've offered some solutions that we didn't think would meet the original spec or full intention of the concrete. We do think that this might possibly extend the opening of the pool portion of the YFAC. We're asking them to completely remove all the concrete in the pool area and replace it." The cost of this repair is approximately \$300,000 and the contractor is required to cover this cost. "We basically told them (contractors) that we are no longer paying them until they fix this area of the building," Olsen said.

The basketball, common, and clinic areas of the YFAC are almost finished. The City will be looking at obtaining a partial occupancy permit that allows for access to all areas except the pool area.

Olsen said that the number of participants signed up for the basketball league are higher than they've ever been, "Seventeen hundred, which is about six hundred more than we've ever signed up for a basketball league," said Olsen. "That matches soccer."

The grand opening for the Young Family Athletic Center is scheduled for February 19, 2023 at 3:30 PM.

An art ribbon cutting ceremony was held at Reaves Park unveiling a robot that's features can be changed out to match or relate to certain events. The robot's eyes light up and when viewing the robot's heart, the viewer's face is reflected.

Chairman Rieger asked if there was a plan to put more cable parking barrier at Reaves Park. Olsen replied, "We're trying to balance that and we're also worried about that. We're seeing cars parking on grass and then no further than 25 - 30 feet away, there are dozens and dozens of open parking spots. We've been going through there putting posts and cable or rocks, depending on how much room we have, to keep people off the grass. Every time I've gone by there, there have been open parking spots. People just have to be willing to walk. We're past

the warning stage. If we call they (Norman Police Department) are now putting tickets on their cars." There are numerous signs posted asking drivers to not park on the grass.

Olsen states that neighborhood park improvements are moving along nicely. Bentley Park will open in spring of 2024.

The Adult Wellness and Education Center had their ribbon cutting ceremony since the Board's last meeting. "The operator was hoping to have, within a year, 1,000 members. They did that within a month! They actually have 1,100 members. Our active aging adults in our community are accepting it very well," Olsen said. There is not believed to be a cap on the number of memberships allowed at the Adult Wellness and Education Center.

Due to water leaks and signs of mold at the Central Library, the City recently had a mold test performed at the location. The test revealed extensive mold present throughout the building. The building has since been closed and an agreement has been entered with Cavins Construction to complete mold remediation of the building. The remediation started in November 2023 and is expected to be completed around April 2024. The City has contracted with an envelope consultant out of Texas that will take the exterior of the building apart to find the source of the water leaks. It's expected that this company will be on site in February.

"Attorneys will be involved at some point, but as they start taking the building apart and finding leaks, our concern is getting those leaks fixed and getting the building back together as soon as possible so we can get the library operational. The building's going to be pretty torn up. We'll need to go out to bid to get the building repaired," Olsen said. "Cavins thinks that the books, in most of the common areas, are good. They have sprayed them and disinfected those. The only areas where they are getting rid of materials is in a few of the offices where the mold count was super high and closed off; so, everything inside those offices unless it's historical type books, which I think there are a couple of them, there's a way to scrub those; but, if it's nothing of super high value, we're disposing of it."

The library is undergoing weekly mold testing. Every area that is not contained no longer shows any levels of mold. Olsen credits this to the circulation system that Cavins has placed in the library to capture the mold spores.

Member Grantham showed concern for citizen health safety as well as continued use of the library stating, "I think it would be good for the City to release as much information as they can to encourage people to go back and utilize it, because it's a wonderful library."

Olsen said, "All the daily reports are published on our website. You can actually go on there right now and look at all the daily reports and pictures of sheetrock materials we're pulling out and throwing away."

While undergoing mold remediation, the Pioneer Library System is utilizing other locations such as The Well, Little Axe Community Center, downtown businesses and The Depot to host their activities.

## **MISCELLANEOUS COMMENTS**

### **7. ESTABLISMENT OF FUTURE MEETING TIME(S)**

The Board determined that the next meeting will be February 23, 2024 at 3:30 PM at the Young Family Athletic Center, 2201 Trae Young Drive, Norman.

## **ADJOURNMENT**

Member Brockus made a motion to adjourn the meeting which was duly seconded by Member Simpson. The motion passed unanimously. The meeting adjourned at approximately 4:35 PM.

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