



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

Development Center, Room A, 225 N. Webster, Ave. Norman, OK 73069
Friday, January 10, 2025 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 225 N. Webster Ave, Conference Room A, Norman, on Friday, January 10, 2025 at 3:30 PM and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray, at 225 N. Webster, and on the City website at least 24 hours prior to the beginning of the meeting.

ROLL CALL

PRESENT

Chairman Andy Rieger
Board member Alva Brockus
Board member Andy Sherrer
Board member Erik Paulson
Board member Linda Price
Board member Zachary Simpson

ABSENT

Board member Cynthia Rogers
Board member Misty Grantham

OTHERS

Anthony Francisco, Director of Finance
Jacob Huckabaa, Finance Technician
Jason Olsen, Director of Parks & Recreation
Dannielle Risenhoover, Admin. Tech. IV
Clint Mercer, Chief Accountant
James Briggs, Park Development Manager

1. NOMINATIONS AND ELECTION OF CHAIR AND VICE-CHAIR TO THE NORMAN FORWARD SALES TAX CITIZEN FINANCIAL OVERSIGHT BOARD FOR 2025

Member Brockus made a motion to accept nominations for Chair and Vice-chair for the 2025 Norman Forward Sales Tax Citizen Financial Oversight Board. Member Paulson seconded the motion.

Member Price nominated Andy Rieger for Chair. The nomination was seconded by Member Sherrer and accepted by Member Rieger. No other nominations were made and the motion passed unanimously.

Member Cynthia Rogers was nominated for Vice-chair by Member Simpson. The motion was seconded by Member Sherrer. No other nominations were made and the motion passed unanimously.

MINUTES

2. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF MINUTES FROM NOVEMBER 15, 2024

Member Price made a motion to approve the minutes from the November 15, 2024 meeting. Member Brockus duly seconded the motion. The motion passed unanimously.

Items submitted for the record:

Forward Citizen Financial Oversight Board Minutes from November 15, 2024

REPORTS

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

Anthony Francisco gave the report. Francisco stated that in recent months, there has been a decline in Use Tax compared to what was acquired in 2023. Concerned, this prompted Francisco to look for a cause. What he found was that in 2023, the NextEra Energy power lines, that were installed through Norman, brought in an unusual amount of Use Tax revenue for the months in question. "That was a really big deal last year. We've gone back to normal, but that's why we've had a decline in our Use Tax," Francisco said.

The Grocery Sales Tax is still being monitored. The January Grocery Sales Tax revenue was up as it reflected a correction from a major retailer who was improperly reporting their Grocery Sales Tax revenues from prior months. Francisco said, "We'll continue to monitor this. It's really a state wide concern."

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

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

Anthony Francisco presented the Annual Report for the period of April 1, 2023 – September 20, 2024 for review by the Board. Chair Rieger called for a motion to tentatively approve the Annual Report with the option to amend it until January 17, 2025. Member Price gave the motion and it was duly seconded by Member Brockus. The motion passed unanimously.

Items submitted for the record:
Annual Report (Draft) as of December, 2024
Norman Forward Sales Tax Fund Pro Forma

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

The Board reviewed Council's approval of Contract Number K-2425-75 that was awarded to Happy Playgrounds LLC, totaling \$227,004 for the William Morgan Park Playground Project and also reviewed Council's approval of Performance Bond B-2425-31, Statutory Bond B-2425-32, and Maintenance Bond MB-2425-26.

6. AD HOC COMMITTEE LIAISON REPORTS

No Ad Hoc report was given.

6. PROJECT MANAGER REPORTS

Jason Olsen gave the report. Olsen stated that William Morgan Park is fully designed and that the City is working with Norman Public Schools to do a "land exchange" which would allow the City to place the playground in a more highly visible place.

Olsen plans to request bids for the Springbrook Park improvements sometime during 2025.

A new park will be built on land adjacent to The Links at Norman apartment complex in Norman. The design for this park will be presented to the Park Board in February.

The Griffin Park silos are primed and intend to reflect artwork. There is approximately \$40,000 budgeted for this artwork and it is expected to be completed in Spring 2025.

The City is working on building restrooms and a maintenance building at Reaves Park.

Construction of the six pickle ball courts and two sand volleyball courts at the Young Family Athletic Center is still underway. The City is working on closing out the original Young Family Athletic Center project. Olsen says the close-out has become difficult since the contractor (who closed his Oklahoma office) no longer has other projects in Oklahoma.

7. Saxon Park Update

Jason Olsen and James Briggs gave the update. The Saxon Park design phase is approximately 90% - 95% complete. The construction at Saxon Park will focus on a playground, restrooms, a parking lot, and a small stretch of road. Despite shifting the park's design, the project is still over budget. Olsen would like the park's small stretch of road to be built when the Public Works Department constructs the remainder of the road. The Public Works portion of the road is not fully funded, so construction of the road, past the park entrance, is expected to occur after Saxon Park is built. Olsen would like to use money from the traffic and road improvements portion of the Norman Forward Fund to pay for the park's portion of the road construction. "What we are hoping to do is take the \$135,000 - \$140,000 from the traffic and road improvements portion of Norman Forward. This would be something that I think would fit into that category and if we could do that, it would help this project out tremendously. We've already cut back this project a

whole lot, not getting everything in there that we were hoping to when the Master Plan was developed,” Olsen said. There will be approximately \$25,000 left in the Art Fund after the Adult Wellness and Education Center artists have been paid. Olsen hopes to use these funds to purchase art for Saxon Park.

MISCELLANEOUS COMMENTS

Anthony Francisco stated that Mr. Paulson, Ms. Price, and Mr. Rieger’s Norman Forward Sales Tax Citizen Financial Oversight Board terms expired and asked that they respond to staff’s email conveying their interest in being or not being reappointed to the Board.

ADJOURNMENT

Chairman Rieger adjourned the meeting at approximately 4:30 PM.

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