

FINANCE COMMITTEE MINUTES

February 15, 2012

The City Council Finance Committee of the City of Norman, Cleveland County, State of Oklahoma, met at 5:30 p.m. in the Municipal Building Study Session Room on the 15th day of February, 2012, and notice and agenda of the meeting were posted in the Municipal Building at 201 West Gray and the Norman Public Library at 225 North Webster 48 hours prior to the beginning of the meeting.

PRESENT: Members Ezzell, Gallagher, Griffith, and Chair Quinn

ABSENT: Member Dillingham

OTHERS PRESENT: Cindy Rosenthal, Mayor
Linda Lockett, Council Member
Steve Lewis, City Manager
Anthony Francisco, Finance Director
Suzanne Krohmer, Budget Manager
Ken Komiske, Utilities Director
Mark Daniels, Utilities Engineer
Steve Hardeman, Utilities Superintendent
Jud Foster, Parks & Recreation Director
James Briggs, Park Planner
Jeff Bryant, City Attorney
Carol Coles, Administrative Assistant
Michael Graves, Garver Engineering
Shane Smith, Garver Engineering
Jennifer Heavner Baker, Executive Director, Sooner Theatre
Nicki Kraisky, Business Manager, Sooner Theatre
Charles Hollingsworth, Co-Chair, 89er Day Parade
Rick Fry, Executive Director, Performing Arts Center
Douglas Shaw Elder, Executive Director, Firehouse Art Center
Teresa Capps, Chair, Social & Voluntary Services
Kristin Collins, United Way
Kathy Holder, United Way
Kathleen Wilson, Executive Director, Aging Services, Inc. (Kiwanis Cruiser)
Judith Wilkins, WW Oversight Committee
James Burleson, WW Oversight Committee
Jayna Andrews, WW Oversight Committee

DISCUSSION REGARDING OUTSIDE AGENCY FUNDING REQUESTS

Mayor – requested that Finance Committee minutes from January 18, 2012 be pulled from Council agenda last night to have staff check and verify that the Committee had recommended that CCFI funding be made whole for FYE 12.

Anthony Francisco – stated there are 2 ways to handle this since it was not on the appropriation list at the Council meeting, transfer from another account or make a separate appropriation. With a transfer it does not require Council action. Committee was in agreement to make payment to CCFI/Neighborhood Centers of approximately \$10,000 through a transfer of available appropriations.

Aging Services Inc. – operates the Kiwanis Kruiser to provide transportation for the elderly. They are requesting \$7,500 for FYE 13.

Center for Children and Families, Inc. – no presentation. They are requesting \$90,000 for FYE 13 which is an increase of \$10,000 over FYE 12 contribution.

Cleveland County Historical Society – no presentation. They are requesting \$35,000 for FYE 13, an increase of \$3,500 over FYE 12.

Firehouse Art Center – presentation by Douglas Shaw Elder, Executive Director, told of the programs they conduct for young people and the schools they work with. They are requesting \$60,000 for FYE 13, an increase of \$6,000 over FYE 12.

Performing Arts Studio – presentation by Rick Fry, Executive Director. One of the functions is hosting of the Amtrak passengers and providing coffee for them in the mornings. They are requesting \$3,000 for FYE 13, an increase of \$300 over FYE 12.

Social & Voluntary Services Commission – presentation by Teresa Capps, Chairman. Social and Voluntary Services Commission is made up of Norman citizens from all professions and service is voluntary. They are requesting \$112,500 for FYE 13, same as FYE 12. SVS audits agencies that receive funding from them. They had 20 proposals for funding from agencies, totaling \$200,000, making it very difficult to choose which receive funding.

Ezzell - Should the additional \$8,500 for Food & Shelter for Friends for winter services be included in the SVS total? No, this was a one-time funding from the Council.

Ezzell – wants to increase SVS funding back to FYE 10 levels or consider higher funding.

Griffith – agrees with increase for SVS funding.

Mayor – suggests having SVS come back to Council with new request for funding.

Francisco – wants clarification from Committee as to whether staff is to add \$125,000 to FYE 13 budget or wait until after SVS has come back with new funding proposal. Consensus of committee to wait for new proposal.

Sooner Theatre – presentation by Jennifer Baker, Executive Director. She thanked City for help with building improvements. Talked about various programs, both new and old. They have hired a Studio Director which has helped to increase attendance. They are requesting \$65,274 for FYE 13, same as this year.

89er Day Parade – presentation by Charles Hollingsworth, Co-Chair. They are requesting \$5,000 for FYE 13, an increase of \$500 over FYE 12.

Ezzell – brought up the idea at the January Finance Committee to have the City of Norman match employee's contributions to the United Way. Asked if City had ever participated – answer was no. He introduced Kristin Collins with United Way. There are no public institutions in the 12 companies that currently have an employee donation match program.

Mayor – believes we should give thru SVSC.

Lockett – spoke against giving to United Way through matching program – prefers to give through SVSC.

Consensus of Committee to study the idea and bring to next meeting.

Items submitted for the record

1. Aging Services Inc. FYE 12 Annual Report as of February 3, 2012
2. Center for Children & Families, Inc. narrative report and financial report
3. Cleveland County Historical Society Annual Report
4. Firehouse Art Center 2012 Organization Annual Report
5. Performing Arts Studio Report to City of Norman Finance Committee
6. Social and Voluntary Services Commission Funding for FYE 12
7. Sooner Theatre of Norman, Inc. 2011-12 Finance Report
8. 89er Day Parade Funding Request for FYE 12

DISCUSSION REGARDING WASTEWATER SYSTEM CAPITAL PROGRAM & FUNDING

Jayna Andrews, Judith Wilkins, and Jim Burleson, members of the Wastewater Oversight Committee were in attendance. Their opinion is that the funds have been well-spent. Agree with project development of expanded Lift Station D and South Side Wastewater Treatment Plant.

Ken Komiske, Utilities Director, made presentation.

- PowerPoint presentation detailed Wastewater Master Plan development, years 1998 through 2001.
- Wastewater Master Plan implementation began in 2001 and continues today.
- Report reflected funds budgeted and spent on the wastewater system.

- Have to do a TMDL which will take about 2 years to complete.

Current capacity issues at South Plant –

- South Plant is rated for 12 MGD and we are currently at 11 MGD.
- When a system is at 90% capacity, must start planning on building/expanding facilities.
- Regulatory needs are falling behind.
- In July 2013, disinfection requirements have to be met.
- Rate increase is needed no matter what alternate/scenario is chosen.

Items submitted for the record

1. PowerPoint presentation prepared by Utilities Department

DISCUSSION REGARDING REVENUE/EXPENDITURE REPORT

No discussion.

Items submitted for the record

1. Summary of Major Funds-General; Capital; Westwood; Water; Wastewater; Sewer Maintenance; New Development Excise; Sewer Sales Tax; and Sanitation Fund Revenue Sources vs. Budget, Financial Report dated January 31, 2012.

DISCUSSION REGARDING REPORT ON OPEN POSITIONS

No discussion.

Items submitted for the record

1. City of Norman/Human Resources Department Recruitment and Selection Report dated February 8, 2012

MISCELLANEOUS DISCUSSION

No discussion.

The meeting adjourned at 7:44 p.m.

ATTEST:

City Clerk

Mayor