

CITY COUNCIL BUDGET RETREAT MINUTES

February 27, 2018

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in a Budget Retreat at 5:30 p.m. in the Municipal Building Conference Room on the 27th day of February, 2018, and notice and agenda of the meeting were posted at the Municipal Building at 201 West Gray, and the Norman Public Library at 225 North Webster 24 hours prior to the beginning of the meeting.

PRESENT: Councilmembers Allison, Bierman, Castleberry, Clark, Hickman, Holman, Karjala, Wilson, Mayor Miller

ABSENT: None

Item 1, being:

DISCUSSION REGARDING THE FYE 2018 CAPITAL IMPROVEMENT PROGRAM BUDGET AND THE FYE 2019-2023 CAPITAL IMPROVEMENTS PLAN.

Ms. Susan Connors, Planning and Community Development Director, said tonight's presentation will focus on the FYE 2018 Capital Improvement Program Budget and FYE 2019-2023 Capital Improvements Plan.

Ms. Connors highlighted the Sales Tax Growth Assumptions as follows:

- 2.0% Projected FYE 18 estimates
- 4.0% Increase in FYE 2020 – 2023 Revenues.

The Funding Sources for Fund 50 include:

- Capital Sales Tax (0.7%);
- General Obligation Bonds;
- Interest Income;
- Grants; and
- Private Development Funds.

Ms. Connors said, historically, the Capital Sales Tax of 0.7% is broken down into the categories of Capital Outlay – 27%; Street Maintenance – 19.6%; Other Street Projects & Debt Service – 34.8%; Existing Facility Maintenance – 3.6%; and General Contingency – 7%.

Ms. Connors said the significant Capital Fund Projects that have been completed and closed between July 1 and February 16, 2018, includes the following:

- Santa Fe Depot Improvements;
- Highland Village Park;
- Sooner Theater seat replacement;
- Little Axe Water Well chlorination system;
- Rock Creek Road and Sequoyah Trail Traffic Signal and Interconnect;
- Traffic Signal Video Detection Upgrade;
- Traffic Signal Upgrades for Code Compliance at various location; and
- Fire Suppression for the Data Center.

Ms. Connors highlighted the Significant Capital Fund Projects completed but not yet closed out as follows:

- City Data Storage Center (\$1,401,000);
- Animal Welfare Fencing (\$45,000);
- Recreation center air conditioning (\$169,000);
- Little Axe Community Center drainage and bleacher improvements (\$64,363);
- Saxon Community Park fitness trail (\$50,763);
- Andrews Park rental building air conditioning (\$10,997); and
- Sutton Wilderness Trail and Parking Improvements (\$64,518)
- I-35 – SH 9 East Interchange Phase II and Lindsey Street Interchange (\$71,125,000);
- Franklin Road Bridge Replacement (\$2,127,000);
- Intersection Improvements at 24th Avenue NW and Radius Way (UNP) (\$831,000);
- Pavement Rehabilitation Projects (\$970,000);
- Imhoff Creek Stabilization Study (\$143,000);
- TMDL Compliance & Monitoring Plan Implementation, Year 1 (300,000);
- Sidewalks and Trails (\$85,000); and
- Robinson Street Sidewalk (\$200,000).
- Railroad Quiet Zone (\$330,000);
- Boyd Street Traffic Signal Interconnect and replacement of Traffic Signal at University Blvd (\$598,772);
- 12th Avenue NW and Indian Hills Road Traffic Signal (\$220,230);
- Robinson Street and 48th Avenue NW Traffic Signal and Interconnect (\$354,740);
- Main Street Traffic Signal Interconnect (\$249,000);
- Main Street Traffic Signal Interconnect (\$293,862);
- Robinson Street Traffic Signal Interconnect (\$147,976); and
- 2010 Street maintenance Bond Program.

The NORMAN FORWARD Projects completed to date include:

- Griffin Park Master Plan;
- Reaves Park Master Plan;
- Westwood Tennis;
- Westwood Family Aquatic Center;
- James Garner Avenue & Acres intersection design;
- Playground Safety Surfacing; and
- Public Art at Westwood Park.

NORMAN FORWARD Projects underway include:

- East & Central Branch Libraries;
- Public Art at East Library;
- Griffin/Sutton/adult softball land purchase negotiations;
- Westwood Tennis indoor facility;
- James Garner Avenue/Flood to Acres design;
- James Garner Avenue/Acres Intersection;
- Andrews Park improvements; and
- Indoor Aquatic/Multi-sport facility land lease negotiations.

Ms. Connors highlighted projects that are currently budgeted in FYE 19 but have cost increases as:

- 12th Avenue N.E. and High Meadows Drive (match) (\$200,000);
- SH 9 Multi-Modal Path Phase 2 (match) (\$80,000);
- SH 0 Multi-Modal Path Phase 3 (match) (\$125,000);
- City Clerk's Office Remodel (match) (\$43,000); and
- 710 Asp Avenue Parking Project (\$62,000).

Councilmember Clark asked for more detail on the 12th Avenue N.E. and High Meadows Drive intersection project. Mr. Shawn O'Leary, Director of Public Works, said the project involves improvements to the intersection and traffic signalization if the City is successful in obtaining Oklahoma Department of Transportation (ODOT) funding for the remainder of the project and at this moment that is not a guarantee.

Councilmember Allison asked if the intersection will be designed for the right turn into Griffin Park. Mr. O'Leary said when the Master Plan was established, the access was modified going into the new Griffin Park Soccer Complex and now there needs to be a left turn lane going northbound.

Ms. Connors said the new requested projects proposed for funding in FYE 19 include:

- City Data Back Up Expansion (\$150,000)
- City Data and Server Management Tools (\$135,000)

Councilmember Hickman asked if the City has looked at cloud backup for the City Data Back Up Expansion. Mr. Tim Powers, Director of Information Technology, said this is looked at on a consistent basis. He said the monthly maintenance fee for this service is not cost effective and there is a chunk of money paid upfront for these types of projects. Councilmember Hickman asked how often Information Technology Department (IT) is backing up the information. Mr. Powers said they are backing up the information every 24 hours. Mr. Robert Gruver, Network Support Supervisor, said the IT Department has a backup schedule of nightly, weekly, and monthly. Councilmember Bill Hickman asked if the City has enough funding for cyber security. Mr. Powers said cyber security is a high priority and they have adequate coverage based on what they are able to provide at the moment.

Ms. Connors said additional projects include:

- Westwood Tennis IT Fiber Network Connection (\$14,000);
- Citywide Landscaping and Beautification (\$15,000);
- Little Axe Sports Complex Improvements (\$150,000);
- Engineering Design Criteria (EDC) Manual Update Phase 2 (\$100,000);
- Traffic Management Center in the EOC Study (\$100,000);
- Snow and Ice Control Program Expansion for Brine Production (\$150,000);
- Fire Station 2 Remodel and Rehab (\$45,082);
- Fire Station 4 Remodel and Rehab (\$22,800);
- Sooner Theatre Upstairs Restroom and Mezzanine Renovation (\$80,000);
- 12th Avenue Rec. Center Lower Gym Painting (\$10,000);
- 12th Avenue Rec. Center Tennis Court Lighting and Surfacing (\$50,000);
- Building C Restroom Renovations with ADA compliance changes (\$50,000);
- Women's Locker/Restroom expansion in Police Building B (\$22,500);
- Fleet Breakroom Renovations (\$26,700); and
- Fleet/Line Maintenance North Base Lighting Project (\$9,800).

Ms. Connors highlighted the projects suggested by Councilmembers for funding in the FYE 19:

- Porter Avenue Lighting (\$50,000);
- Boyd and Classen Intersection Study (\$50,000);
- Alameda/Crawford/Apache Intersection Study (\$50,000);
- Set aside for the Senior Center (\$750,000);
- Striping on Rural Roads; and
- Citywide Sidewalk Installation and Improvements.

Councilmember Wilson asked why there is not a budget number for the striping. Mr. O'Leary said it would require a policy shift and that is done and he understands the direction from Council he can provide an estimate. He said Public Works stripes everything that has over a thousand cars a day. Councilmember Wilson said she is also asking for stop signs. Mayor Miller said if there have been a lot of wrecks that is usually factored into that as well. Councilmember Wilson asked if Council could consider safety corridors or something else to address the dangerous intersections. Mr. O'Leary said Public Works is doing a number of traffic studies and will look into that.

Councilmember Castleberry asked about the policy for striping 1,000 cars or more, if we are able to stripe all of those currently. Mr. O'Leary said it is a struggle to keep up with the urban area intersections. He said Public Works has supplemented their budget with an ODOT grant for \$300,000 a year. He said they were just notified they were rejected for next year's grant.

Councilmember Bierman asked about the traffic and pedestrian safety for the East Side Library Branch. She has encountered questions from surrounding neighborhoods about this subject and would like to consider a lighted crosswalk or a traffic light. Mr. O'Leary said this is not a budget issue, but more of a question of when the traffic signal will be installed. He said there is currently no traffic since the library is not in service, but as soon as the library goes into service, things will change.

Councilmember Hickman asked if Alameda/Classen/Porter intersection could be studied at the same time as the Alameda/Crawford/Apache intersection.

Ms. Connors said in the upcoming FYE 19 Budget, \$380,000 has been funded for various sidewalk projects which include sidewalk programs for schools and arterials; sidewalk accessibility projects; citywide sidewalk projects; downtown area sidewalk projects; sidewalks and trails; and Horizontal Saw Cut Program. She said there is another \$7,293,300 implemented for other sidewalk projects in FYE 19 which include sidewalks constructed with bond projects; sidewalks installed with new developments; and ODOT funded projects.

Ms. Connors highlighted the upcoming challenges as:

- Fire Station 10 Eastside (\$5,175,000);
- Lindsey Yard Improvements (\$625,000);
- ADA Transition Plan Update Improvements; and
- James Garner Improvements from Acres to Duffy.

Councilmember Holman asked if the land purchase for the Fire Station 10 is in the budget. Ms. Connors said the Capital Fund is for the construction of the building. She said the developer did agree to donate land but there is not a deed to land yet.

Councilmember Allison asked if Staff has considered moving the Lindsey Yard to another location. Mr. O’Leary said something needs to be done with that facility, but there are not enough resources to manage it properly.

Ms. Connors said there is \$1,513,269 available right now for new projects. Following is a list of projects Staff recommends be included in the FYE 19 Budget. These projects total approximately \$1,300,000.

- Westwood Tennis IR Fiber Network Connection (\$14,000);
- City Data Back Up Expansion (\$150,000);
- Engineering Design Criteria (EDC) Manual Update Phase 2 (\$100,000);
- Fleet/Line Maintenance North Base Lighting Project (\$9,800); and
- Snow and Ice Control Program Expansion for Brine Production (\$150,000);
- Building C Restroom Renovations with ADA compliance changes (\$50,000);
- Women’s Locker /Restroom Expansion in Police Building B (\$22,500);
- Fire Station 4 Remodel and Rehab (\$22,800);
- Set aside for the Senior Center (\$750,000); and
- School/Gap Sidewalk Projects (\$100,000).

Councilmember Wilson asked if we have fiber connected to all of the fire stations. Mr. Powers said not all of the fire stations have fiber connections. He said Fire Stations 5 & 6 has older connections and a recommendation has been put in the budget to increase the fiber connections.

Councilmember Bierman asked if the Animal Welfare Center will be included in some of those projects. Mr. Keith Humphrey, Police Chief, said those are projects that may be paid for from the donation funds that way there is more money in the Capital Fund for other projects.

Mayor Miller reminded Council of the ADA Study and said funds will be needed to address those needs.

Councilmember Hickman asked if funds were budgeted to expand the ADA Study to include housing and other things. Mayor Miller said no not yet, but Council has talked about it. Mr. Steve Lewis, City Manager, said Council has not provided formal direction.

Items submitted for the record

1. PowerPoint presentation entitled, “Capital Fund 50 – FYE 2019 Capital Budget – FYE 2020-2023 Plan,” dated February 23, 2018
2. Capital Fund 50 Summary

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The meeting adjourned at 6:20 p.m.

ATTEST:

City Clerk

Mayor