

FINANCE COMMITTEE MINUTES
March 20, 2013

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 20th day of March, 2013, 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 24 hours prior to the beginning of the meeting.

PRESENT: Members Castleberry, Gallagher, and Chair Rosenthal

ABSENT: Members Griffith and Kovach

OTHERS PRESENT: Anthony Francisco, Finance Director
Suzanne Krohmer, Budget Manager
Gala Hicks, Human Resources Director
Linda Price, Revitalization Manager
Jud Foster, Parks and Recreation Director
Shawn O'Leary, Public Works Director
Kathleen Wilson, Aging Services
Charles Hollingsworth, 89er Day Parade
Rick Fry, Performing Arts Studio
David and Cheryl Lisle, Westwood Golf Course
Joy Hampton, The Norman Transcript

DISCUSSION REGARDING THE FOLLOWING OUTSIDE AGENCIES FUNDING REQUESTS FOR FYE 14

CART – increase in handicap hours, general operational increases. For FYE 14, CART is asking for an increase of \$50,000 making their total \$500,000. Mayor wants CART to come and explain request in more detail (after preliminary budget).

Performing Arts Studio – current budget is \$3,000 and Committee is recommending keeping it the same. Funds are for hosting and coffee supplies – approximately 5% more ridership than last year.

89er Day Parade - \$3,500 for food and County Fair Board – using County property/fairgrounds for event. They are requesting \$5,000 for FYE 14.

Norman Economic Development Coalition – no discussion.

Aging Services – Need a budget increase for FYE 13. Their budget is \$7,500 and would like an increase of \$4,500 for a total of \$12,000. They have \$700 balance and would need an additional \$3,800. For FYE 14 they are asking for an additional \$1,000 for a total of \$13,000.

Castleberry – if an agency did not make presentation, budget for FYE 14 should remain the same.

Finance Committee recommends the following action to full council for FYE 14.

- No to increase for Historical House for FYE 14. The Society needs to go to Cleveland County Commissioners and ask for assistance.
- Approve increase for CCFI for a total of \$10,000.
- Approve increase for Kiwanis Kruiser for a total of \$13,000.
- Deny increase for Historical Society.
- Budget CART and NEDC at same level for FYE 14 as they received in FYE 13.

Item(s) submitted for the record:

1. Performing Arts Studio Report to City of Norman Finance Committee dated February 15, 2013.
2. Letter from 89er Day Parade Chair, Charles R. Hollingsworth dated February 7, 2013
3. Letter from Aging Services (Kiwanis Kruiser) to City Council dated March 7, 2013.

POTENTIAL GREEN FEE INCREASE FOR WESTWOOD GOLF COURSE

Jud Foster made presentation.

- First phase of green fee increase began April 1, 2012 - \$1.5 per round, fee increased from \$21.50 to \$23 per round.
- Would like to begin phase 2 on April 1, 2013 with an increase of \$1.50 per round, total will be \$24.50 per round.
- No reduction in rounds played or complaints about fee increases.
- Projected increase of \$21,500 to FYE 13 revenues, \$59,500 increase to FYE 14 revenues with the green fee increases.
- Approximately \$70,000 ahead of this time last year.
- Committee recommends increase in green fee as long as Norman's fee is not more than Oklahoma City courses.

Items submitted for the record:

1. Memo from Jud Foster, Parks & Rec Director, to the City Council Finance Committee, dated March 14, 2013

MID-YEAR BUDGET APPROPRIATION TO RAINY DAY FUND FROM GENERAL FUND

- Approximately \$572,000 short, the Committee still wants to wait until May to consider a recommendation related to the deposit.
- Mayor wants to make deposit this fiscal year, but wants full Committee participation.
- Castleberry – can we afford to put in Rainy Day Fund this year? Wants to wait a couple more months.

SUBMISSION OF THE REVENUE/EXPENDITURE REPORT AS OF FEBRUARY 28, 2013

- New format and reported presented.

- New format report is helpful.

Items submitted for the record:

2. Summary of Major Funds-General; Capital; Westwood; Water; Water Reclamation; Sewer Maintenance; New Development Excise; Sewer Sales Tax; and Sanitation Fund Revenue Sources vs. Budget, Financial Report as of February 28, 2013.

SUBMISSION OF THE REPORT ON OPEN POSITIONS

- Mayor asked about fire and police academies.
- Gala Hicks reported City has just started recruitments.
 - Start academy in fall.
 - City recruits on campus and different universities to get more police recruits.
 - City attends all job fairs.

Items submitted for the record:

1. City of Norman/Human Resources Department Recruitment and Selection Report dated March 13, 2013.

MISCELLANEOUS DISCUSSION

- Castleberry prepared a handout discussing revenue over (under) expenses; budget versus actual; and General Fund balance.
- He is not going to approve a “loss”.
- Gallagher – Percentage of overall revenues – approximately 3% cuts across the board to be in black.
- City still needs to look at storm water utility – “game changer”.

Items submitted for the record:

1. Handout prepared by Robert Castleberry showing revenue and expenses FYE 2003 through FYE 2013.

The meeting adjourned at 6:48 pm.

ATTEST:

City Clerk

Mayor