

CITY COUNCIL RETREAT MINUTES

August 24, 2013

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in Retreat at 8:00 a.m. in the Fire Training Facility on the 24th day of August, 2013, and notice and agenda of the meeting were posted at the Fire Training Facility at 2207 Goddard Avenue, 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:

Councilmembers Castleberry, Heiple, Holman, Jungman, Kovach, Miller, Williams, Mayor Rosenthal

ABSENT:

Councilmember Griffith

PLANNING WORK SESSION REGARDING CITY COUNCIL POLICY AGENDA FOR FYE 2014 AND FYE 2015.

City Manager Steve Lewis highlighted the City of Norman 2012 Annual Report and 2014 Departmental Work Plans. Citywide accomplishments for 2012 include:

- Response to the April 13, 2012, tornado and August 3, 2012, wildfires;
- Public Safety
 - Development of a Teaching, Educating, and Mentoring (TEAM) Program between Norman Public Schools and the City of Norman Police Department,
 - Collaboration between the Norman Police Department and Norman Public Schools on bullying prevention,
 - Implementation of the Police Training Officer Program for post academy field training
 - Implementation of the Crime Free Multi-Housing Program
 - Fire Station No. 9 – began construction
 - Acceptance of Smalley Center to be used as a Public Safety Investigations Center
 - Public Safety Software Solution – Computer Aided Dispatch upgrade, Fire and Police Records Management Systems, and first responder Mobile Data Computer systems
- Animal Welfare
 - Development of the plans and specifications for the Animal Welfare Facility improvements
 - Pet Licensing Program awareness campaign
- Implementation of online payments for Municipal Court
- Park Development and Improvements
 - Dedication of Monroe Park
 - Renovation improvements to the Firehouse Art Center
 - Improvements at Little Axe, Rotary, and Normandy Parks
 - Implementation of Art in the Parks Program
 - Legacy Park – began construction
- Planning and Development Services
 - Adoption of the Greenways Master Plan
 - High Density Residential Zoning Community Dialogues
 - Amendments to Sign Code to allow for electronic digital signs
 - Original Townsite and Bishop Creek Neighborhood Plans developed and adopted
 - Expanded the Proactive Code Compliance Program to citywide
 - Implementation of online building permit inspections services, upgrade of the building permits automated phone line system, and implementation of a Mobile Field Inspection Program;
 - Implementation of development streamlining options for preliminary plats;
 - Adoption of the 2009 International Residential Code

Citywide accomplishments for 2012, continued:

- Transportation
 - Approval of the 2012 Bond Election for street/transportation and storm water improvement projects,
 - Completion of the Robinson Street Underpass Project and the East Lindsey Street Widening Project,
 - Completion of the scoping phase “Moving Forward” the preliminary step to kick-off the study and preparation of Norman’s first Comprehensive Transportation Plan
 - Completion of the Main Street LED Street Lighting Project
- Environmental and Utility Services
 - CNG Fueling Facility Opens
 - Began the update of a Strategic Water Supply Plan
 - Completion of Lift Station D Improvements
 - Completion of the Phase 2 Water Reclamation Facility Expansion Engineering Report
- Appointment of a Charter Review Commission

Mr. Lewis also provided a budget revenue and expenditure overview.

Mayor Rosenthal highlighted Council Committee agenda issues for 2012; those completed and those ongoing.

Councilmembers discussed the 2013-2014 Policy Calendar, which included items previously identified by Council Committees as well as new policy items identified during the session. A total of 19 policy issues were identified for further discussion and review in the coming year. Following is a list of those issues identified including carry over issues from 2012-2013:

1. Core Area Issues, i.e., Downzoning, Overlay Districts, High Density, Downtown Enhancement
2. 2025 Update including review of postponement policies and an educational workshop on planning process for new councilmembers
3. Incentivize green growth
4. CART Long Range Plan – consider conversion to grid system vs. loop system
5. Quiet Zone implementation
6. Zoning Ordinance update
7. Budget Monitoring - projections to conservative - mid year budget adjustments
8. Water conservation - sprinkler system abuse, etc.
9. Review TIF debt and possibly early pay off
10. Incentives for employees who recommend & implement cost saving measures
11. Landlord registration - address dilapidated housing issues
12. Business development process - continue to monitor
13. Code Enforcement - staffing issues, enforcement of current ordinances; blowing grass clippings in street, etc.
14. Norman Regional Health System review
15. Parking Authority - permits for parking
16. New sources of revenue
17. IT Audit findings - next steps
18. Downtown electric grid
19. Follow-Up on Anti-Bullying Dialogue after November

Council also discussed expanding the current recycling program due to interest from commercial and multi-family users. Council suggested reviewing the program for multi-family as an opt-in basis. Councilmember Miller reminded Council an additional recycling center for the east side of Norman is still needed.

There are several ongoing policy issues that would warrant a vote of the citizens for approval and Councilmembers discussed potential elections over the next two years.

- Renewal of the Public Safety Sales Tax
 - How much – ½% or less
 - Temporary vs. permanent
 - Public Safety Oversight Committee & Chiefs work on capital list of projects and items
- Stormwater Utility
 - Finance Committee look at Options 1 & 3 at September meeting
 - Include rate to cover all needs and/or rate plus GO Bond scenario
 - Are there additional transportation projects that could be included to leverage federal dollars?
 - Neighborhood detention ponds failing – do we set aside funds to address this, if so, how much?
 - Include costs to address ODEQ's reductions mandate
 - Key component – how will churches, schools, non-profits & commercial be addressed
 - Explain and address the issue of drainage solutions, i.e., onsite detention designed to slow release or not make it more of an impact prior to development – this is to address the issue of credits
- Potential Charter amendments pending recommendations from the Charter Review Commission
- Quality of Life Projects
 - Grassroots efforts - stakeholder groups working in community – bring groups together prior for further dialogue
 - Quality of life projects spur economic development
- Water
 - Should inverted rate structure be increased?
 - Start more conservation/environmental efforts now to help educate citizens on the water needs so they will better understand the issue when asked to vote in 2015
 - year round odd/even conservation
 - non-potable resale
 - sprinkler systems waste – enforcement?

Council also discussed items of review for the Economic Development Advisory Board. Items identified are as follows:

- Do we have the analytical tools needed?
- Campus Corner/Downtown Parking
- Use of UNP TIF economic development dollars?
- Shape RFP for development WW Excise Tax evaluation?
- NCVB – Room Tax Allocation
- West Main/Ed Noble Parkway Revitalization

Items submitted for the record

1. Memorandum dated August 22, 2013, from Cindy Rosenthal, Mayor, to Norman City Council
2. 10 Habits of Highly Effective Governing Bodies by Carl H. Neu, Jr., Lakewood, Colorado
3. City of Norman 2012 Annual Report
4. 2014 Departmental Work Plans
5. 2014 Potential Election Dates
6. Storm Water Master Plan Potential Storm Water Utility Options
7. Storm Water Master Plan Financial Analysis

Participants in discussion

1. Mr. Steve Lewis, City Manager
2. Ms. Brenda Hall, City Clerk

The meeting was adjourned at 12:00 p.m.

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ATTEST:

City Clerk

Mayor