

## CITY COUNCIL CONFERENCE MINUTES

November 22, 2016

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in a conference at 5:20 p.m. in the Municipal Building Conference Room on the 22nd day of November, 2016, 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, Castleberry, Chappel, Clark, Heiple, Hickman, Holman, Karjala, Mayor Miller

ABSENT: None

\* \* \* \* \*

Item 1, being:

### 1. CONTINUED DISCUSSION REGARDING STAND ALONE SENIOR CENTER SITE LOCATIONS AND FUNDING OPTIONS.

Mayor Miller said the City Council met in Study Session on Tuesday, November 1st to discuss the most desirable locations for the new Senior Center and received a reported from the East and Central Libraries Ad Hoc Advisory Group. She said the purpose of the November 1st meeting was to decide 1) which location Council preferred and 2) how we thought a stand-alone center should be funded. At that time, Council Option AP (Andrews Park) was the best primarily because the land by the library site had so many other residences that would need to be purchased and demolished. Council directed staff to provide information about how the exterior of the senior center would be compatible with the new library. She said Council discussed the commercial kitchen with staff as well as election dates.

Mr. Jud Foster, Director of Parks and Recreation, said the original estimates that Council looked at were for a 21,000 square foot building that did not include a commercial kitchen facility which would require additional square footage and increase the cost. He said staff has estimated an additional cost of \$775,000 to the budget and provided a budget breakdown:

- \$725,000 – Commercial Kitchen Addition
  - \$375,000: \$1,500 sq. ft. of additional building space for kitchen area (\$250/sq.ft.)
  - \$130,000: enhanced mechanical, electrical and plumbing for kitchen space
  - \$170,000: kitchen equipment
  - \$50,000: design fees for kitchen space addition
- \$50,000 – LEED Certification

Item 1, continued:

Mr. Foster said the \$170,000 budget amount for kitchen equipment was reduced from over \$200,000 because it was determined after visiting the current Senior Center that some of the kitchen equipment could be reused. This type of equipment includes stainless steel work tables, stoves, mixers, ice machine, steamer, and warmers. He said reusing some of this equipment could lower the estimated kitchen equipment cost by potentially \$50,000 but further evaluation will be required during the design process to determine the exact amount of savings.

Mr. Foster said the construction budget estimates for the stand-alone Senior Center are currently \$250 per square foot which includes estimated costs for furniture, fixtures, and equipment and basic equipment for a caterer's kitchen.

Mr. Rick McKinney, McKinney Partnership, said because the new library and the new senior center were in close proximity, it made sense for the buildings to be more compatible to work together and not be in conflict with one another. He said the main library will be an extremely dramatic building so if it is decided to design it to reflect some of those tendencies, it can easily be accomplished and be done in the design development. He said this budget will be sufficient to accomplish this.

Mr. Foster provided a partial list of 2017 dates with Council and Cleveland County Election Board deadlines for a potential stand-alone Senior Citizens Center G.O. Bond Election:

G.O. Bond Election Date	Notice to Election Board	Second Reading at Council	First Reading at Council	Agenda Deadline
April 4, 2017	February 2, 2017	January 24, 2017	January 10, 2017	December 22, 2016
May 9, 2017	March 9, 2017	February 28, 2017	February 14, 2017	January 30, 2017
June 13, 2017	April 13, 2017	April 11, 2017	March 28, 2017	March 13, 2017
July 11, 2017	May 11, 2017	May 9, 2017	April 25, 2017	April 10, 2017

Mayor Miller said the cost is not up to \$9.4 million and there was still an issue on how it would be paid for. She said a G.O. Bond issue had originally been discussed as a way to pay for it and the Seniors have voted that they do not want a G.O. Bond issue because they are concerned it will not pass.

Councilmember Castleberry said this is a capital project so it should be paid for with bonds or borrow money to pay for it. He said if we "pay as we go" it will become a five to seven year project. He said during the next budgeting cycle, Staff and Council will have to earmark some money and set it aside in what he will call "the Senior Reserve Fund". He said if a capital project goes under budget, possibly some of that money can be set aside. He said in order to do that, this funding will have to be put in future years' capital budget. He said in last year's budget, there is \$10,000,000 earmarked for a Senior Center for beyond five years. He said that needs to be brought back in year four or five with \$2 million as a placeholder. Mayor Miller asked if he meant taking money out of Norman Forward money. He said yes, that is the excess Norman Forward will have in the budget without taking away from any other project. He said it is projected in 2021 there will be an excess of \$2.4 million. He said all of the projects should be done and there should be \$11 million in sales tax revenues coming in. He said in the meantime, there are other possible sources of funding to look at.

Item 1, continued:

Mayor Miller asked what funds are available that are not earmarked for something else. Mr. Anthony Francisco, Finance Director, said the discretionary definition that was used at the Capital Budget Retreat was those funds in the Capital Fund that are not in the Capital Project category. He said the Capital Project category is by formula 36 percent of the Capital Fund. He said the Council could decide to use that 64 percent of the annual allocations in the capital project for this single project. He said by doing this, Council would have to give up any item or project that would have normally been paid for with this funding which would be approximately \$12 million. Mayor Miller said this normally would be used for sidewalks, alleys, signage, or striping. Mr. Francisco said it is also used for capital equipment replacement. Councilmember Castleberry said obviously it could not all be used but just a portion and every year try and put as much as possible in this fund.

Councilmember Clark said what was a priority ten years ago is not a priority with this Council so she wants to make sure that it be set up to be used for that purpose. Councilmember Allison said any Council can undo the action of a previous Council so unless the people vote on it, it can change. Councilmember Clark said theoretically when citizens pass a stormwater utility, it would give Council the ability to have additional funds for that purpose freeing up funding to be used for something else. Councilmember Castleberry said even though there is approximately \$12 million left over in the Capital Fund, there are at least \$20 million worth of projects that Council wants. Mayor Miller said Council should not forget that \$3 million was spend last year on stormwater and if there is a big storm, she is very concerned that neighborhoods will not be able to handle it without repairs and improvements. Emergencies are not always known ahead of time. Mayor Miller said the planning of this should be taking place in upcoming Finance Committee meetings and budget meetings.

Mayor Miller said she does not have a very positive feeling about there being funds for this but Council can look at these options. She said as long as she has been on Council there has not been enough money for things that Council needed to be done.

Councilmember Heiple said speaking as the Finance Committee Chairman, the money is not there. He said in 2018, Staff and services will be cut. He said the core elements that the City of Norman provides to this community cannot be cut. He wants a spectacular senior center but to give anyone the illusion that there is money in the budget is disingenuous. Councilmember Allison said even if the money is found within five years, everyone should remember it will take two years to build it. Councilmember Clark said during that time, costs will increase.

Councilmember Clark said she would like to take the G.O. Bond issue off the table at this time and work seriously on a storm water issue. She said the whole community supports a senior center but storm water should be a priority right now. She recommended that the senior center issue be sent back to the Finance Committee to explore Councilmember Castleberry's options, then Council should focus on the stormwater. She said when the stormwater issue passes, then come back and discuss the G.O. Bond issue for a senior center.

Item 1, continued:

Councilmember Holman said the main reason he supported a G.O. Bond issue at first was because he thought it was the quickest solution. He agreed with the senior citizens about not having confidence in the G.O. Bond issue passing. He would definitely like to see a fund being established and maybe a bond is an option at a later date. He said this needs to be figured out so it can be a reality.

Councilmember Karjala said she had heard from several seniors on the issue and repeatedly what she has heard is that they would rather wait than hold a bond election in this calendar year. She said she agrees with Councilmember Clark about taking it off the table right now and consider other options. She said establishing a fund makes sense and Council owes it to the seniors to not hurry and do it right.

Councilmember Hickman said he agreed. He said the separate account will provide transparency. He said the University of Oklahoma should be contacted because it is one of their missions to have a quality senior center and it is possible that could help with the funding. He said he would like Council to pass a resolution to commit a million dollars a year out of the discretionary funds. Mayor Miller said before a resolution is passed, Council would need to look at the budget to see what should be set aside each year.

Councilmember Chappel said he believes from tonight's discussion, Council has decided that it will be a long-term project and if that is so, does that bring back for reconsideration some of the options Council has already discussed such as extending the Norman Forward tax or raising it. Mayor Miller said she has heard a great deal of willingness on the Council's part to continue to look at options. She said her own opinion about extending it now is not the way to do it, but in three or four years, it could be done. Councilmember Chappel said it looks like all options are back on the table and Councilmember Hickman agreed.

Councilmember Karjala said as a side note Council could ask staff to look at sending in an application to be a "Certified Retirement Community" which has been brought to Councilmembers attention. Mr. Steve Lewis, City Manager, said his staff has done some preliminary assessment of the program.

Items submitted for the record

1. Memorandum dated November 18, 2016, from Jud Foster, Director of Parks and Recreation, through Steve Lewis, City Manager, to Mayor and City Council with Attachment A, original budget for City of Norman Senior Center, Site Option "EL" and "AP", and Attachment B, photographs of Five Point Center for Active Adults, City of Raleigh, North Carolina; Lawrenceville Senior Center, Gwinnett County, Georgia; and North Senior Health and Wellness Center, Oklahoma City, OK
  
2. REVIEW OF THE FYE 2016-2017 COUNCIL GOAL SETTING RESULTS.

Mayor Miller said there had been two City Council retreats, the first one on August 5th and 6th was on visioning and teambuilding, and the second on September 12th was primarily about goal setting. She said these goals are based on personal interest of the Council received from constituents and the

Item 2, continued:

City Manager's overview of the 2016-2017 year work plan which are already in process. They are as follows:

**PRIMARY DESTINATIONS**

*Goals that received 75-100% support*

**Short- term (1-2 years)**

- Stormwater Utility
- Senior Center
- Center City Vision/Form Based Code

**Short-term (1-2 years)**

- Recycling (multi-family and commercial
- Groundwater Well Field Development
- Downtown Main Streetscape
- Police Body Cameras
- Siting New Emergency Communication Center
- New City Website and Mobile App Launch
- Citywide Emergency Radio Communication System
- Road Diet/Pavement Resurfacing & Restriping\*
- Floodplain Ordinance\*
- Off-street Parking Requirements\*
- Specific Neighborhood Garage Apartments Overlay District

\* Carryover from previous City Council

**Long- term (3-5 years)**

- NORMAN FORWARD
- Sidewalks/Walkable Connectivity

**SECONDARY DESTINATIONS**

*Goals that received solid support but less than 75%*

**Short- term decisions (1-2 years)**

- Social Media Guidelines
- UNP-RTKL Master Plan for Lifestyle Center
- Center City Vision/Form Based Code
- Strategic Communication Plan
- Downtown Parking (Decision re: Formation of Multi-Jurisdictional Trust)

**Long- term (3-5 years)**

- Regional Transportation
- Comprehensive Plan
- State Mental Health Property
- Ed Noble Parkway Redevelopment
- Parking Operations/Garage Trust

Item 2, continued:

**Short-term, long-term or further study needed (to be determined)**

Consideration of Resolutions

Equity Pay

Disabilities

No-Kill Animal Shelter

Aging in Place

Renewable Energy

Revisit Ethics Ordinance

Ordinance to Ban Wastewater Injection Wells

Budget Shortfall

Councilmember Clark said she would like to add Boards/Commissions to the list because many needed to be revisited.

Councilmember Hickman said he would like for all the resolutions to be added to the list and his top priority is passing a “No Kill” Resolution.

Items submitted for the record

1. 2016-2017 Norman City Council Strategies to Plot a Successful Course
2. Committee Agendas from 2016-2017 Council Goal Setting Session

The meeting adjourned at 6:18 p.m.

ATTEST:

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City Clerk

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Mayor