

FINANCE COMMITTEE MINUTES  
October 17, 2019

The City Council Finance Committee of the City of Norman, Cleveland County, State of Oklahoma, met at 4:00 pm in the Municipal Building Executive Conference Room on the 17<sup>th</sup> day of October, 2019, 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 Scanlon, Wilson, and Mayor Clark

ABSENT: Member Bierman

OTHERS PRESENT: City Council Member Petrone  
City Council Member Hall  
Darrel Pyle, City Manager  
Anthony Francisco, Director of Finance  
Gala Hicks, Director of Human Resources  
Shawn O’Leary, Director of Public Works  
Kathryn Walker, Interim City Attorney

Item 1, being:

CONTINUED DISCUSSION REGARDING THE EVALUATION OF CITY FEE STRUCTURE AND REVENUE MANUAL.

The Committee agreed to the staff sending out one more email to the City Council members about which fees should be investigated, and after that, the staff can proceed with research into any fee structures they would like.

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Item 2, being:

DISCUSSION REGARDING A POSSIBLE AMENDMENT TO SECTION 8-203 OF THE CODE OF ORDINANCES RELATED TO CITY COUNCIL'S APPROVAL OF PURCHASES.

Francisco stated that the discussion today is about whether to keep the level of Council approval for City contracts at \$25,000 and above or increase it to State statute level, or any other amount.

Chair Wilson asked if there are any problems with the current level. Francisco stated that there are no concerns, but there is some consensus that the current level is too low. Wilson stated that she worries about the optics of changing this level. Public Works Director O'Leary stated a concern with mundane matters clogging the Council agenda, with related staff time.

Committee members agreed to send the issue to the City Council via email with the recommendation to change the ordinance to line up with State statute level for competitive bidding.

Items submitted for the record:

1. City Code of Ordinance Section 8-203

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Item 3, being:

SUBMISSION OF THE REVENUE/EXPENDITURE REPORTS

Francisco stated that the sales tax collection is 0.87% above last fiscal year, which is still below our budgeted projection. The General Fund is above the projected expenditures almost entirely due to the \$5 million transfer made to front the Transit takeover. We hope that some of that money will come back to the General Fund via the Federal Transit Grant.

Shawn O'Leary stated that we have made strides in getting the \$2 million from the Transit Grant. We currently hope to get this for this fiscal year.

Items submitted for the record:

1. Summary of Major Fund Revenue Sources vs. Budget FYE 2020 as of September 30, 2019
2. Summary of Major Fund Expenditures vs. Budget FYE 2020 as of September 30, 2019
3. Appropriations from Fund Balance FYE 20
4. General Fund Transfers over \$50,000 between Expenditure Categories FYE 20 September 2019
5. Norman Forward Sales Tax Financial Reports

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Item 4, being:

SUBMISSION OF THE REPORT ON OPEN POSITIONS

Gala Hicks stated that the Department Head positions have been filled.

Items submitted for the record:

1. City of Norman Position Vacancy Report dated 10/9/19

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Item 5, being:

MISCELLANEOUS COMMENTS

City Manager Pyle stated that we received a letter from Costco a few weeks ago saying they were negotiating terms for a land purchase in Moore when they hit a snag and would like for Norman to give a pitch to land Costco.

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ATTEST:

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City Clerk

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Mayor