

CITY COUNCIL STUDY SESSION  
February 26, 2013

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in a study session at 5:30 p.m. in the Municipal Building Conference Room on the 26th day of February, 2013, 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 48 hours prior to the beginning of the meeting.

PRESENT:	Councilmembers Castleberry, Gallagher, Griffith, Jungman, Kovach, Lockett, Spaulding, Williams, Mayor Rosenthal
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ABSENT	None
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Item 1, being:

DISCUSSION REGARDING THE FYE 2014 CAPITAL BUDGET AND THE FYE 2014-2017 CAPITAL IMPROVEMENTS PLAN.

Ms. Linda Price, Revitalization Manager, said tonight's presentation will primarily focus on the FYE 2014 Capital Budget, including the Capital Fund 50 and she said that Mr. Anthony Francisco, Finance Director, has made resource assumptions that the City would expect a 4.25% increase in FYE 2014, as well as a 4.25% increase in resources for FYE 2015-2019. She said the funding sources for Capital Fund are as follows:

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|----------------------------|-------------------|
| • Capital Sales Tax (.07%) | • Interest Income |
| • General Obligation Bonds | • Grants          |
| • Public Safety Sales Tax  | • Private         |

Ms. Price said assumptions were made at the October 17, 2012, Finance Committee Meeting and the Committee requested Staff to pursue certain projects to include:

• Indian Hills Road overpass deck	\$ 211,221
• 36 <sup>th</sup> Avenue N.W. and Havenbrook signal design	\$ 79,510
• 12 <sup>th</sup> Avenue N.E. and High Meadows Avenue signal Design	\$ 79,975
• Park projects at N.E. Lions, Tulls, and Eastwood Parks	\$ 520,000
• Combine the 2014 Council Chambers Audio Visual Project with 2013	\$ 350,000
• HVAC replacements at Reaves Center, Senior Center, and Firehouse Art Center	<u>\$ 35,000</u>
TOTAL	\$ 1,275,706

Ms. Price said the N.E. Lions, Tulls, and Eastwood Parks were selected because they are the three top priority parks in the Parks Master Plan and originally the Council Chambers Audio Visual Project was split between FYE 2013 and FYE 2014 but was later determined that it would be too difficult to award a contract with funding in two separate budget years.

Staff made project assumptions in regards to postponements and decreases in projects to include:

• Postpone Apparatus/Equipment and Storage Building to 2015	\$ 730,000
• Postpone Sutton Wilderness Dam to 2015	\$ 750,000
• Postpone Municipal Judicial Center Design to 2016	\$ 286,000
• Postpone Indian Hills Road Signals (East & West Interchanges at I-35)	\$ 200,000

• Delete funding one year Alley Repair	\$ 190,000
• Traffic Calming	\$ 100,000
• Concrete Valley Gutter (will allow time for current projects to be completed)	\$ 75,000
• Reduce bridge maintenance from \$150,000 to \$100,000	\$ 50,000
• Reduce driveway repair from \$25,000 to \$10,000 (historic participation level)	\$ 15,000
• Postpone US77 and Post Oak Road signal to 2015	\$ 15,000
• Postpone Main Street downtown improvements to 2015	\$ 517,622

Ms. Price highlighted the project cost increases stating the intent was to have \$100,000 in the budget each year for the Oklahoma Department of Transportation (ODOT) audit adjustments; however, FYE 2014 did not reflect that cost. She said the signal design at both Rock Creek Road and 12th Avenue N.W. and Rock Creek Road and Trailwoods include not only signal designs, but will also include intersection improvement designs which increased the project cost \$95,000. Ms. Price said there have been more requests for sidewalk accessibility; therefore, Staff proposes to increase the Citywide sidewalk accessibility projects by \$10,000.

Proposed new infrastructure projects are as follows:

• Westwood Pool Tank And Pump Replacements for slide	\$150,000
• Westwood Tennis Center Plexipave Overlay	\$ 60,000
• Recreation Center Basketball Goal Replacements	\$ 21,000
• Andrews Park Pavilion Replacement	\$ 20,000
• Andrews Park Reforestation	\$ 20,000
• 12 <sup>th</sup> Avenue Sports Court Gym Floor Replacement	\$ 96,000
• Kids Space Playground Maintenance	\$ 30,000
• Griffin Soccer Field lighting	\$ 170,000
• Building A HVAC	\$ 725,000
• Municipal Complex Signage	\$ 50,000
• Municipal Complex Painting	\$ 50,000
• Library Plumbing Upgrade	\$ 5,000
• Animal Welfare Generator – not included in bond issue	\$ 45,000
• Range Safety Lights	\$ 24,000
• Animal Welfare Fencing – not included in bond issue	\$ 15,000
• City Phone System Replacement	\$ 265,000
• Fleet Window Replacement	\$ 45,000
• 36 <sup>th</sup> Avenue N.W./Havenbrook Signal Utility Relocation	\$ 50,000
• 12 <sup>th</sup> Avenue N.E./High Meadows Signal Utility Relocation	\$ 10,000
• 12 <sup>th</sup> Avenue N.E./Indian Hills Road Signal City share of design	\$ 5,000
• Boyd/University Blvd. Signal Replacement and Interconnect design	\$ 50,000
• 24 <sup>th</sup> N.W. /Tee Drive Signal design	\$ 150,000
• Pavement Overlays:	\$ 401,115
* Lindsey Street: Berry Road – Jenkins Avenue	
* Constitution Avenue: Jenkins Avenue – Classen Boulevard	
* Imhoff Road: Classen Boulevard – 24 <sup>th</sup> Avenue S.E.	
* Alameda Avenue: 48 <sup>th</sup> Avenue East – 60 <sup>th</sup> Avenue East	
• Rock Creek Road at 12 <sup>th</sup> N.W. and Trailwoods Signal design	\$ 95,000
• McKinley School Construction of lane on west side of school	\$ 50,000
• Cambridge drainage improvements	\$ 65,000

- 10 Mile Flat Creek LOMR \$ 75,000
- Brookhaven Creek-Rock Creek Road LOMR \$ 25,000
- Sidewalks/Trails \$ 140,000

#### *Animal Welfare*

Ms. Price highlighted a portion of the new proposed projects. She said the purchase of a generator and fencing at the Animal Welfare Center were costs that had not been included with the bond issue. Councilmember Spaulding asked why the Animal Welfare generator and fencing was not part of the bond project. Deputy Police Chief Jim Maisano said the fencing requested in this project will extend west of the current fencing and enclose the pole barn to make a large animal holding area. Deputy Chief Maisano said the Animal Control Division acquired the pole barn behind the present fence from the Sanitation Division when the Compost Facility was updated. He said the bond issue was to renovate the building and the impound center and fencing was not included. Mayor Rosenthal said the Animal Welfare Center renovation was mostly focused on small animals. Assistant Chief Maisano said the fencing was never included in the feasibility study or the building construction project. Councilmember Castleberry asked how crucial the inclusion of the generator was. Assistant Chief Maisano said there have been instances when the facility has lost power and to keep it cool or heated for the animals became a real issue. Councilmember Castleberry asked if private funds could be raised for the fencing and Assistance Chief Maisano said donations are always welcome. He said currently because there is not a large facility to hold large animals, they are forced to find someone with available pasture space based on a fee paid per day.

#### *Street Projects*

Ms. Price said the pavement overlays on Lindsey Street, Constitution Avenue, Imhoff Road, and Alameda Street are large projects and are shown separately because it is difficult to fund the projects out of the maintenance budget. She said the Police Department requested the construction of a lane on the west side of McKinley School to improve traffic circulation to alleviate high volumes of traffic on Flood Avenue during the times school starts and lets out.

Councilmember Spaulding asked Mr. O'Leary how many miles of unpaved road are in Norman city limits and if any are included in these capital projects. Mr. O'Leary said with the current bond program it will be under 10 miles. Mr. Greg Hall, Street Superintendent, said there is one mile that Bureau of Indian Affairs will provide additional funds for paving. Ms. Price said rural road paving is included in a different part of the budget. Mr. Hall said approximately 1.5 miles is included in this budget in smaller segments.

#### *Sidewalks*

Ms. Price said the proposed FYE Annual 2014 Sidewalk Program has a cost of \$195,000 with six new requests totaling \$807,000 and 21 previous requests totaling \$2,093,000. Staff recommends that the 27 unfunded projects be ranked; propose an additional \$140,000 in FYE 2014 Projects; and consider alternative funding plan for public sidewalk projects. She provided a location map of all unfunded sidewalk projects.

Councilmember Kovach asked for an update on the Safe Routes to School Program and if it could be expanded. Mr. Shawn O'Leary, Director of Public Works, said the Kennedy School Project would be starting this year at an approximate cost of \$200,000 and will be reporting back to Council which school has been selected by the Association of Central Oklahoma Governments (ACOG). Councilmember Williams asked if the sidewalks in front of schools are paid for by Norman Public Schools (NPS). Mr. O'Leary said it was combination of the City and NPS but generally NPS used their money on the building and lets the City handle the infrastructure.

Councilmember Gallagher asked for additional information about the replacement of sidewalks on the south side of Robinson Street near the intersection with 24th Avenue N.W. Mr. O'Leary said some of the sidewalks in this area are hazardous and some of the area has no sidewalks at all. Councilmember Gallagher asked if they were to be replaced with 10-foot sidewalks and Mr. O'Leary said they were standard size sidewalks. Councilmember Gallagher said there is an area on Sunrise Drive that needs to be replaced. Councilmember Williams asked if the sidewalks on 24th Street N.W. by Westwood would be paid for by the City. Mr. O'Leary said because the City owned this property, it would be the City's responsibility.

Councilmember Castleberry asked how much funding goes into the 50/50 sidewalk program and Mr. O'Leary said \$50,000. Mr. Scott Sturtz, City Engineer, said \$195,000 is proposed for annual sidewalk programs in for FYE 2014 and an additional \$140,000 is proposed as a staff recommendation. Mayor Rosenthal said that closeness to schools; connectivity of present gap sidewalks; and safety should be the motivation for prioritizing a project. Councilmember Kovach said Americans with Disabilities Act (ADA) issues should be added to how a project should be prioritized and the Mayor agreed. Councilmember Kovach said at the end of the fiscal year, Council will know what extra monies will be available and suggested using it for the 50/50 match to help rehabilitate some of the older sidewalks and increase new projects.

#### *Room Tax*

Ms. Price said the Room Tax Fund will be used to replace Whittier and Irving Recreation Center gym floors during the summer of 2013 at a cost of \$170,000. She said this is a Parks and Recreation Department project and Room Tax monies are set aside for this purpose.

#### *Public Safety Sales Tax (PSST)*

With the adoption of the FYE 2014 PSST budget, 69 of 71 positions will have been added and both fire stations built. Excess PSST funding (\$4.5 million) was identified by Council in FYE 2013 to pay for the CAD/RMS/MDS Systems, Smalley Center renovation, and replacement of two (2) fire trucks. Staff is requesting guidance from Council to determine if additional PSST excess funds be made available in FYE 2014, could minimum estimated fund balance be maintained in FYE 2016 after the PSST ends to keep the added public safety staff for six (6) months. Also, does Council want to maintain additional 2016 fund balance for other needs and should any funding be allocated for capital needs in FYE 2014.

Mayor Rosenthal suggested that the PSST budget items be placed on a Finance Committee agenda or at another budget meeting as a single item within the next month to stay on track with the budget schedule.

Councilmember Castleberry asked how Staff arrived at a 4.25% assumption rate and asked what the assumption rate was at this time. Mr. Anthony Francisco, Director Finance, said it was 3.2%. Councilmember Castleberry asked why Staff was optimistic that so much more would be available by next year. Mr. Francisco said these estimates were attainable based on how the City has progressed historically. Councilmember Castleberry said he would rather this be based on realistic projections and Councilmember Gallagher agreed. Councilmember Kovach pointed out that future projects are being planned but if the economy goes the wrong direction, the projects can be postponed. He said he would rather have a plan based on the historical average. Ms. Price said approximately \$1.4 million has been left to be used to cover any shortfalls. Mayor Rosenthal said the plan is being adopted but that plan will have changes over time and Council has control whether or not a project should come forward.

Councilmember Kovach asked for more details about the City phone replacement. Mr. Francisco said this project will replace the current analog system which is approximately 30 years old with a Voice Over IP System. This will be Citywide as some of the facilities are not connected to the current system.

Councilmember Williams asked if the Griffin Park Soccer Field Lighting Project included the funding that was raised by Norman Youth Soccer Association (NYSA). Mr. Jud Foster, Director of Parks and Recreation, said it does not. He said NYSA is adding an additional \$80,000 to the project.

Councilmember Gallagher how old the pump was that was to be replaced at Westwood. Mr. Foster said the pump is for the slide pool which was built in 1994. He said the filter tank started leaking last year and was out of service until it was patched.

Mayor Rosenthal said Council will continue the discussion about Public Safety Sales Tax and public safety capital needs at the study session on March 16, 2013.

Items submitted for the record

1. Memorandum dated February 22, 2013, from Ms. Linda R. Price, Revitalization Manager, to Honorable Mayor and Councilmembers
2. Capital Fund Summary including Preliminary Capital Improvements FYE 14 Budget and FYE15-18 Plan, dated February 21, 2013
3. PowerPoint presentation entitled, "Capital Fund 50, FYE 2014 Capital Budget, FYE 2015-2018 Plan," dated February 21, 2013
4. Sidewalk Project Locations map

The meeting adjourned at 6:18 p.m.

ATTEST:

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City Clerk

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Mayor