



**CITY OF NORMAN, OK
CITY COUNCIL STUDY SESSION**

**Municipal Building, Executive Conference Room, 201 West Gray, Norman,
OK 73069**

Tuesday, November 26, 2024 at 5:00 PM

MINUTES

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in Conference in the Executive Conference Room of the Norman Municipal Building on the 26th day of November, 2024, at 5:00 p.m., and notice and agenda of the meeting were posted at the Municipal Building at 201 West Gray Street 24 hours prior to the beginning of the meeting.

CALL TO ORDER

PRESENT

Mayor Larry Heikkila
Councilmember Ward 1 Austin Ball
Councilmember Ward 2 Matthew Peacock
Councilmember Ward 3 Bree Montoya
Councilmember Ward 4 Helen Grant
Councilmember Ward 5 Michael Nash
Councilmember Ward 6 Joshua Hinkle
Councilmember Ward 7 Stephen Holman
Councilmember Ward 8 Scott Dixon

AGENDA ITEMS

1. DISCUSSION REGARDING STATUS OF THE FYE 2025 CAPITAL IMPROVEMENTS PROGRAM BUDGET AND PREPARATION OF FYE 2026 CAPITAL IMPROVEMENTS PROGRAM BUDGET.

Mr. Jacob Huckabaa, Budget Technician, said tonight Staff will update Council on the FYE 2025 Capital Improvements Program (CIP) Budget as well as preparation for FYE 2026 Budget and the FYE 2027 through FYE 2030 Capital Improvements Plan. He said new projects and mid-year evaluations will be discussed on March 4, 2025, and review of the final proposed plan for FYE 2026 will be presented on May 6, 2025.

Mr. Huckabaa said a capital project generally costs more than \$100,000; is relatively fixed or permanent in nature; is an asset with an expected life span of more than five years; usually consists of the construction of new, expanded, or improved tangible assets; often takes more than one fiscal year to complete; and contracted services for design, land acquisition, and utility relocations that may be required in advance of construction.

Item 1, continued

The purpose of the CIP is to support services of municipal governments and projects are identified in Long Range Master Plans that are reviewed by citizens and adopted by Council (land use, transportation, parks, water, wastewater, greenways, stormwater, etc.). Priorities are set for short range and long range; short range needs go into a one-year adopted Capital Budget and long range needs go into a Five-Year CIP along with proposed schedules of implementation and available funding sources. The CIP and other budgets are adopted annually, but only the one-year budget allows appropriation of funds so emergencies and high priority unanticipated project needs can be added. He said sources of funding include Enterprise revenues, voter approved General Obligation (GO) Bond proceeds; Capital Sales Tax; NORMAN FORWARD Sales Tax (NFST); Public Safety Sales Tax (PSST); University North Park Tax Increment Finance (UNPTIF) Sales Tax; intergovernmental grants; Room Tax; private funds, and others.

Mr. Huckabaa highlighted all funds included in the CIP Budget as follows:

Special Purpose Capital Funds

- Public Safety Sales Tax Fund (PSST)
- Community Development Block Grant (CDBG) Fund
- Special Grants Fund
- Room Tax Fund
- Public Transportation and Parking Fund
- Capital Fund (Pay-As-You-Go or PAYGO)
- Capital Fund (General Obligation Bonds)
- NORMAN FORWARD Sales Tax Fund
- Park Land and Development Fund
- University North Park Tax Increment Finance (UNPTIF) District Fund
- Center City Tax Increment Finance District Fund
- Arterial Road Recoupment Fund

Enterprise Funds

- Water Fund
- Water Reclamation Fund
- Sanitation Fund
- Sewer Maintenance Fund
- New Development Excise Tax Fund

Expenditures for all funds in FYE 2025 include Capital Outlay – 25%; Maintenance of Existing Facilities – 7%; IT – 5%; Street Maintenance – 16%; Other Projects and Debt Service – 42%; and General Contingency – 5%.

Ms. Huckabaa highlighted the status of the Capital Fund as follows:

- Capital Fund PAYGO
 - FYE 26 estimated available for new projects is a negative (\$7,630,536)
 - FYE 27 projected available for new projects is a negative (\$1,780,847)
 - FYE 28 projected available for new projects is a negative (\$4,832,698)

Item 1, continued:

Significant projects completed in FYE 25 include:

- 12th Avenue NE and High Meadows Intersection Project (\$1,895,693);
- Constitution Street Multi-Modal Path (\$1,145,459);
- James Garner Phase II – Acres to Flood (\$9,500,000)
- Municipal Complex Renovations (\$9,971,465);
- Emergency Communications and Operations Center (\$17 million);
- Lake Thunderbird TMDL Data Analysis and Plan Update for Years 1-5 (\$270,531);
- Vehicle Wash Facility – North Base (\$2.5 million);
- New Bus Stops – Long Range Plan (\$160,000);
- Young Family Athletic Center (\$44 million);
- Adult Wellness and Education Center (\$14 million); and
- Griffin Community Park (\$9 million).

Significant projects underway in FYE 25 include:

- Total Maximum Daily Load (TMDL) Compliance and Monitoring Plan Implementation, Year Nine (\$300,000);
- Lower Imhoff Channel Stabilization, Phase I (\$4,145,832);
- Lower Imhoff Channel Stabilization, Phase 2 [Design] (\$5,337,790);
- FYE 25 Sidewalk Project (\$500,000);
- Gray Street Two-Way Conversion (\$5,454,701);
- James Garner, Phase III, Duffy to Acres (\$6.7 million);
- Flood Street Multi-Modal Path (\$2 million);
- 60th Avenue NE Bridge Replacement (\$2.9 million);
- ECOC Vehicle Storage Facility (\$975,000);
- Stormwater Park Development-Alameda and Carter intersection (\$1.2 million);
- Reaves Park-new restroom building and new sports field maintenance building (\$560,000);
- Boyd Street Stormwater Pipe Replacement (\$1.1 million); and
- Jenkins Avenue Widening-Imhoff to Lindsey (\$15.5 million).

The ARPA funding obligations include:

- Emergency Communications and Operations Center (\$10,925,723);
- Lower Imhoff Creek Bank Stabilization (\$2,031,117);
- Affordable Housing (\$6,212,978);
- Non-Profit Support and Administration (\$1,893,160);
- Business Incubator Programs – NEDC (\$1 million);
- Covid Vaccine Incentives (\$57,564);
- Norman Music Alliance (\$25,000); and
- Norman Arts Council (\$100,000).

Item 1, continued

Upcoming challenges and impacts include:

- Rock Creek Entertainment District;
- OTA Access Oklahoma Turnpike Project;
- Central Library Remediation and Repairs;
- Public Safety Study recommendations;
- Area and Infrastructure Master Plan update;
- Center City Tax Increment Finance District;
- Griffin and Sutton Parks; Griffin Hospital Campus Project;
- Failing stormwater infrastructure;
- Police Department (Building B) improvements;
- Grant status of Flood Warning System;
- Fleet Facility Renovation, Phases II and III;
- Fleet Fueling Facility; and
- Fleet Vehicle Replacement.

Councilmembers thanked Staff for the presentation.

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2. DISCUSSION REGARDING MODIFICATIONS TO SOME OF THE CITY'S BOARDS AND COMMISSIONS.

This item was not discussed.

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ADJOURNMENT

The meeting was adjourned at 6:08 p.m.

ATTEST:

City Clerk

Mayor