CITY OF NORMAN, OK
CITY COUNCIL FINANCE COMMITTEE MEETING - AMENDED

Municipal Building, Executive Conference Room, 201 West Gray, Norman, OK 73069
Thursday, October 15, 2026 at 5:00 PM

MINUTES

The City Council Finance Committee of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Executive Conference Room in the Municipal Building, on Thursday, October 15, 2026 at 5:00 PM, and notice of the agenda of the meeting was posted at the Norman Municipal Building at 201 West Gray and on the City website at least 24 hours prior to the beginning of the meeting.

CALL TO ORDER

PRESENT
Chair - Councilmember Ward 7 Kimberly Blodgett
Councilmember Ward 1 David Gandesbery
Councilmember Ward 3 Robert Bruce
Councilmember Ward 4 Helen Grant
Councilmember Ward 2 Jacy Deck

ABSENT
None.

OTHERS
Mayor Stephen Tyler Holman
Councilmember Ward 6 Kyle Steele
Kim Coffman, Chief Accountant/Asst. Finance Director
Dannielle Risenhoover, Admin. Tech IV
Jamie Vaughn, Budget Manager
Darrel Pyle, City Manager
Jackson Foot, Citizen

AGENDA ITEMS

1. DISCUSSION REGARDING ESTABLISHING ACCOUNTS TO TRACK COSTS ASSOCIATED WITH THE TURNPIKE.

Staff discussed establishing mechanisms to track turnpike-related costs. City Manager Darrel Pyle stated, "We can do it a couple of different ways. There are codes they can set up through dispatch that are geo-coded, for lack of a better descriptor. When calls for service come in these corridors, they just push a button, set a flag, and the data for those responses is collected. Other departments who may or may not incur costs related to an emergency response would track those like a capital project." Salaries associated with the turnpike can also be tracked. Pyle

stated that he is happy to establish the accounts needed to track these related costs and present the financial activity to the Committee monthly.

A prior transaction with the Oklahoma Turnpike Authority (OTA) for the purchase of City of Norman water wells resulted in a check for approximately $8.9 million. This check was deposited into the City's water utility fund. Pyle stated that this money can be tracked as "turnpike funds" and staff will also review past and current expenses related to those water wells, so they are tracked as "turnpike expenses".

Systems and training for emergency responder data collection will be phased in ahead of the anticipated opening of the Indian Hills turnpike leg. This leg of the turnpike is expected to open at the end of 2027.

2. DISCUSSION REGARDING MONTHLY REVENUE AND EXPENDITURE REPORTS.

Chief Accountant and Assistant Finance Director Kim Coffman gave the report. Sales tax is 4% above the year-to-date budget projections. Licensing and permits are 63% above the year-to-date target. The category of "other taxes" includes motor fuel tax, alcohol tax, cigarette tax and the City's portion of motor vehicle registration fees. This category of tax revenue is 40% below the year-to-date target. Westwood closed the pool season approximately 19% below the projected revenue budget. This was largely in part to the Fourth of July storm that caused the facility to be closed for a few weeks. The Water Fund and Sewer/Water Reclamation Fund revenues are 10% above budget targets. This is believed to be driven by smart meter billing accuracy and increased seasonal usage. The New Development Excise Fund is 90% over the budget target. Sanitation Funds are 5% over the budget target. "Overall, the General Fund's major revenue sources are 3% above the budget target," Coffman said. "So, we're going in a great direction so far in the fiscal year."

Retail sales, colleges & universities, and manufacturing drove an 8.4% sales tax increase over this time last year. Retail trade came in at $366,000 and colleges & universities came in at $243,000. (These sales, reflected on October's report, occurred in August.) Staff will explore combining mobile data and credit card transactions to evaluate area retail trends.

The Federal Emergency Management Agency (FEMA) has approved the City of Norman's reimbursement for the Fourth of July weather event. The claim was for approximately $4.5 million out of over $8.5 million submitted cumulatively across county entities. It is anticipated that the State of Oklahoma will send the reimbursement payment to the City of Norman before the end of the calendar year. This reimbursement will help replenish the emergency Rainy Day Fund. Uncertainty remains over whether FEMA reimbursement rules will permit reallocating damaged facility funds toward constructing an emergency response facility that includes a Fire Station or if the funds must be solely used to reconstruct EMSTAT ambulance building.

About 95% of the total annual overtime budget and 50% of the fuel budget have been spent within the first four months of the fiscal year. Overtime spikes were heavily influenced by storm response operations, which will be credited once FEMA funds are appropriated. Additional measures to combat overtime include restructuring sick leave policies during collective bargaining agreements so excessive leave usage and overtime is reduced. "With the negotiations that are currently underway," Pyle said, "We hope to remain competitive throughout the metro. What we're seeing are COLAs (cost of living allowances) anywhere from zero to there's a lot of twos happening out there in the metro right now. We're hoping to put something back on the salary schedule."

Staff plans to present a recommendation at the first council meeting in November 2026 to add three additional firefighter positions for Ladder Two. The next Fire Academy is expected to take place in January.

General fund balance projections were adjusted following the close of fiscal year 2026, partly due to increased allocations to the risk management fund and insurance claims. The city is piloting subscription healthcare models ($84 per month) and discount prescription options to reduce healthcare costs.

Councilmember Bruce stated, "We've talked about confidence at the state level related to the flow of sales tax and use tax, and I think that would be a great thing to double check with the internal auditor along with finance going to the state level and asking about both those flows to increase confidence."

City Manager Darrel Pyle replied, "Our internal auditor is the perfect body to be in regular communication about the status of that. We don't want more and more businesses falling into delinquency. We're hoping more and more businesses are paying, which is helping bring our sales tax number up. But that's absolutely an appropriate position to put in front of our new internal auditor."

Items submitted for the record:
Monthly Financial Reports

ADJOURNMENT

Chair Blodgett adjourned the meeting at approximately 5:45 PM.

ATTEST:



City Clerk

Stephen Tyler Holman, Mayor