CITY OF NORMAN, OK
CITY COUNCIL FINANCE COMMITTEE MEETING

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

Thursday, November 18, 2021 at 4:00 PM

AMENDED AGENDA

It is the policy of the City of Norman that no person or groups of persons shall on the grounds of race, color, religion, ancestry, national origin, age, place of birth, sex, sexual orientation, gender identity or expression, familial status, marital status, including marriage to a person of the same sex, disability, retaliation, or genetic information, be excluded from participation in, be denied the benefits of, or otherwise subjected to discrimination in employment activities or in all programs, services, or activities administered by the City, its recipients, sub-recipients, and contractors. In the event of any comments, complaints, modifications, accommodations, alternative formats, and auxiliary aids and services regarding accessibility or inclusion, please contact the ADA Technician at 405-366-5424, Relay Service: 711. To better serve you, five (5) business days' advance notice is preferred.

CALL TO ORDER

AGENDA ITEMS

1. DISCUSSION REGARDING THE FYE 2021 CITY OF NORMAN AUDIT.

2. CONTINUED DISCUSSION REGARDING STATUS OF THE FYE 2022 CAPITAL IMPROVEMENTS PROGRAM BUDGET AND PREPARATION OF FYE 2023 CAPITAL IMPROVEMENTS PROGRAM BUDGET. (IF NEEDED)

3. DISCUSSION REGARDING THE MONTHLY REVENUE AND EXPENDITURES REPORTS.

4. SUBMISSION OF THE OPEN POSITIONS REPORT.

ADJOURNMENT

CITY OF NORMAN, OK
STAFF REPORT

MEETING DATE: 11/18/2021

REQUESTER: Anthony Francisco

PRESENTER: Anthony Francisco, Director of Finance

ITEM TITLE: DISCUSSION REGARDING THE FYE 2021 CITY OF NORMAN AUDIT.

FYE 2022 Capital Improvement Program Budget Status
Preparation of FYE 2023 C.I.P.
Preparation of FYE 2024 – 2027 Capital Improvements Plan

Capital Budget Calendar for Preparation of the FYE 2023 C.I.P.

- **November 16, 2021**
  - **Update on funded projects & discussion of Council priorities**
- February 15, 2022
  - Discussion on proposed new projects
- May 3, 2022
  - Review of final proposed plan for FYE 2023

Capital Projects Sources

- Purpose of CIP is to support services of municipal government.
- Projects are identified in Long Range Master Plans that are reviewed by citizens and adopted by City Council (Land Use, Transportation, Parks, Water, Wastewater, Greenways, Stormwater, etc.).
- Priorities are set by Council (short range, long range). The short range needs go into a one-year adopted capital budget; The long range needs go into a 5-year Capital Plan with proposed schedules of implementation and available funding sources.
- The CIP Plans & Budgets are adopted annually. Only the one-year budget appropriates funds.
- Emergencies and high priority unanticipated project needs can be added through re-allocation or appropriation of funds by Council.
- Sources of funding include enterprise revenues, voter-approved general obligation bond proceeds, (0.7%) Capital Sales Tax, (0.5%) Norman Forward Sales Tax and Public Safety Sales Tax, UNP TIF revenues, intergovernmental grants, Room Tax, private funds, and others.

What is a Capital Project?

- A project which generally costs more than $100,000;
- Is relatively fixed or permanent in nature;
- Asset with an expected life of more than five years;
- Usually consists of the construction of a new, expanded or improved tangible asset;
- Often takes more than one fiscal year to complete;
- Contracted services for design, land acquisition and utility relocations may be required in advance of construction.

What is a Capital Outlay?

- Expenses for maintaining or purchasing new or replacing tangible assets which have an expected life of 1 to 5 years;
- One time occurrence and expenses usually occur within a single fiscal year;
- Examples include vehicles, furniture, computers and equipment;
- Capital outlay paid by the Capital Fund are expended from the General Fund and Westwood Fund with capital sales tax funds transferred to cover the cost.

All Funds Included in C.I.P. Budget

SPECIAL PURPOSE CAPITAL FUNDS

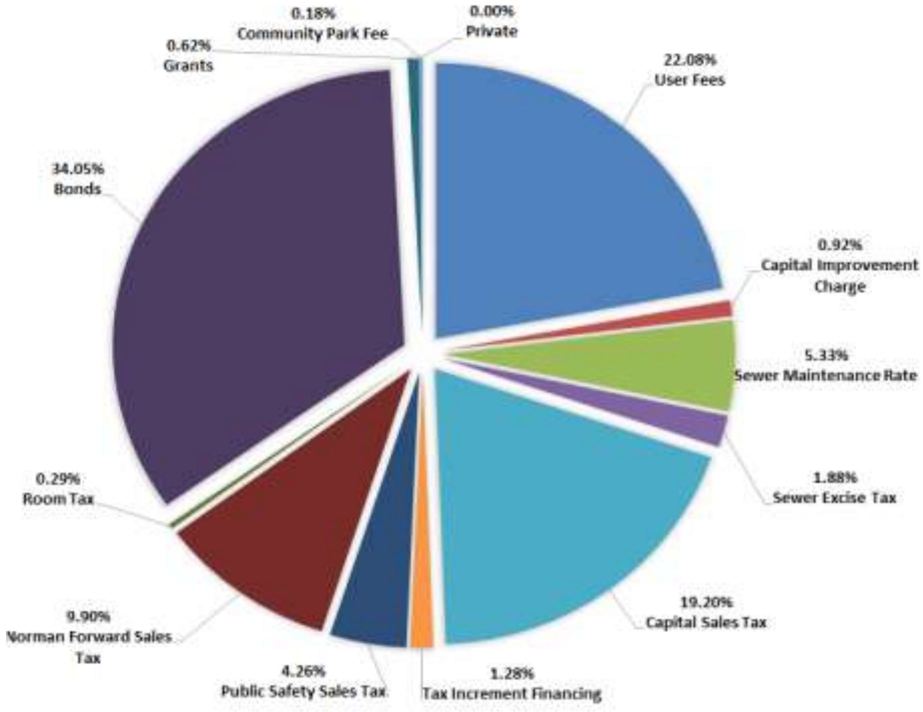
- Public Safety Sales Tax Fund
- CDBG Fund
- Special Grants Fund
- Room Tax Fund
- Public Transportation and Parking Fund
- Capital Fund (Pay-As-You-Go, or "PAYGO")
- Capital Fund (General Obligation Bonds)
- Norman Forward Sales Tax Fund
- Park Land & Development Fund
- University North Park Tax Increment Finance District Fund
- Arterial Road Recoupment Fund
- Center City Tax Increment Finance District Fund

Funds Included in C.I.P. Budget (Cont.)

ENTERPRISE FUNDS

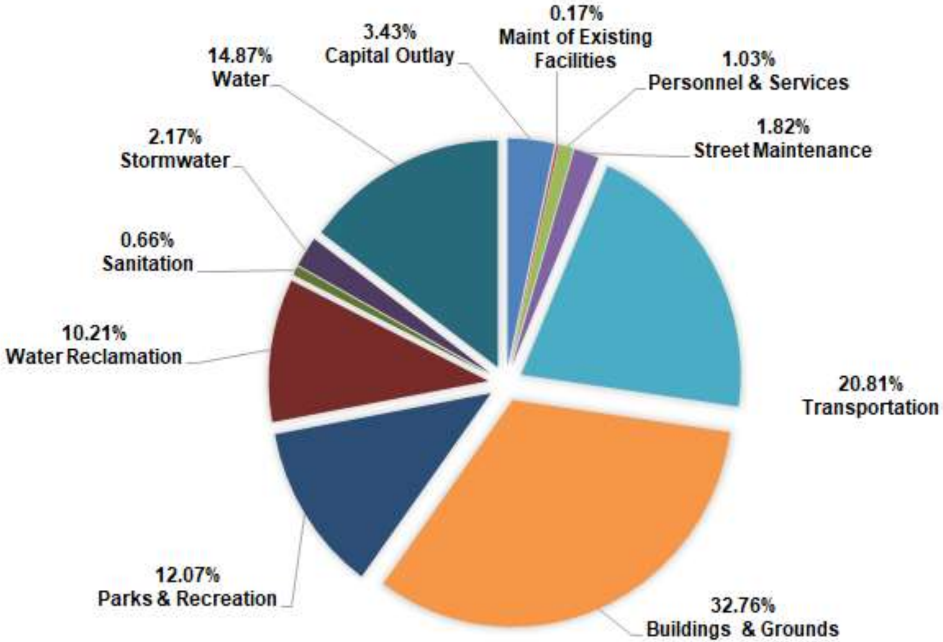
- Water Fund
- Water Reclamation Fund
- Sanitation Fund
- Sewer Maintenance Fund
- New Development Excise Tax Fund

Fiscal Year 2021-2022 Sources of Revenue All Funds
$241,343,069 as of 10/29/21



Fiscal Year 2021-2022 Expenses by Purpose
All Funds $241,343,069- 451 capital improvement projects

Item 2.



What is the Capital Improvements Fund?

- The Capital Improvements Fund was established in 1976 to account for capital projects funded by capital sales tax receipts, general obligation bond issues or specific matching funds (i.e., private & reimbursements).

- These projects support services that do not have dedicated special revenues, such as enterprise funds.

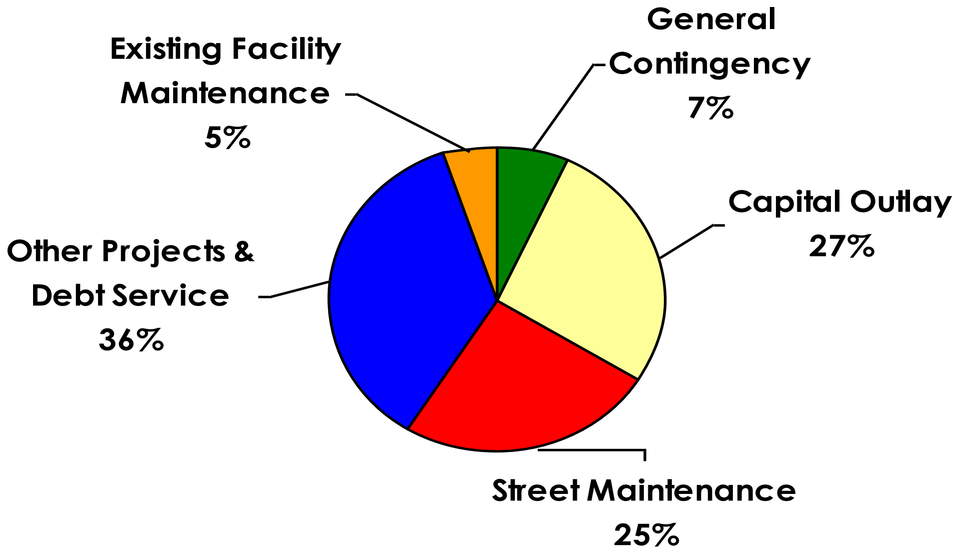
- Those projects relating to enterprise funds, funded with fees and charges, or special revenue sources are accounted for in their respective enterprise funds.

How is the Capital Fund Funded?

- Seventy percent (70%) of one percent (0.7%) of sales tax was set aside for capital improvements by referendum in September, 1976.

- Those projects approved for construction with this funding are accounted for in the Capital Improvements Fund.

Capital Sales Tax Guidelines to Allocate New Revenue



Status of Capital Fund

As of 9/15/2021

- Capital Fund PayGo
    a. FYE22 estimated available for new projects is -$5,879,006.
    b. FYE23 projected available for new projects is -$3,595,652.
    c. FYE24 projected available for new projects is -$2,302,934.
- Capital Fund Bonds
    a. Bond reserves are unbalanced – some positive and some negative, evaluating how to balance those currently unbalanced.

Project Status Updates

Significant Projects Closed FYE 22

(Between July 1, 2020 and October 29, 2021)

<u>“Closed” means work is complete and all bills are paid.</u>

- ECC Radio project closed June 2021.
  - Remaining funds re-allocated to EOC
- ADA Transition Plan – Sidewalks Main Street south side ($53,000)
- Sidewalks and Trails – 24^{th} Ave. NE ($85,000)
- Legacy Park Parking Lot ($175,000)

Significant Projects Completed FYE 22

As of October 29, 2021

“Completed” means work is finished but not all bills have been paid.

- TMDL Compliance & Monitoring Plan Implementation, Year 5 ($300,000)
- Asp Avenue Parking Lot ($934,000)
- SH-9 Multi-Modal Path, 36th Avenue East – 48th Avenue East ($950,700)
- Vicksburg Storm Pipeline Replacement ($1,077,800)
- 12th Avenue NE Traffic Signal Interconnect – Alameda Street to Robinson Street ($293,000)
- 24th Avenue East Bond Project ($14,938,870)
- Creston Way & Schulze Stormwater Improvements ($470,000)
- Legacy Trail Extension along 24th Avenue NW and 36th Avenue NW ($980,500)
- Sidewalks on Hal Muldrow Drive ($96,000)
- Sidewalks on Stubbeman Avenue from Robinson to Timberwolf Trail Phase 1 ($54,000)

Significant Projects Underway FYE 22

- Transit/Parks/Emergency Vehicle Maintenance Facilities ($10.7 million)
- TMDL Compliance & Monitoring Plan Implementation, Year 6 ($300,000)
- Lake Thunderbird TMDL Data Analysis and Plan Update for Years 1-5 ($207,160)
- Engineering Design Criteria Update and Green Stormwater Infrastructure Review ($275,000)
- Fire Station 9 – Finishing miscellaneous small items, Fire Administration Building Renovation – 85% complete
- Porter Avenue and Acres Street Intersection ($3,675,000)
- Comprehensive Land Use & Transportation Plan Update ($150,000)
- Merkle Creek Channel Stabilization ($342,500)
- Imhoff Road Bridge Emergency repair project ($1,440,695)

Transit/Parks/Emergency Vehicle Maintenance Facilities

Projects Under Construction FYE 22/23

- Municipal Complex Renovation ($9,971,465)
- 36th Avenue NW ($17,950,000; Utility Relocation)
- I-35 and Robinson Street West Side ($5,300,000 – including ODOT match; scheduled completion of Feb. 2022)
- Classen Boulevard Sidewalks from Boyd Street to 12th Avenue SE ($229,296)
- Flood Avenue Sidewalks – From Gray Street to Acres Street ($250,000)
- Porter Avenue Streetscape ($4,226,323)
- Imhoff Creek Stabilization ($3,500,000)
- Traffic Management Center ($3,000,000)
- Constitution Street Multimodal Path ($1,100,000)
- James Garner Phase 2 – Flood Avenue to Acres Street
- ADA Transition Plan – 24th Avenue NW from Main Street to Robinson Street – Phase 1 ($312,000)
- CIP Sidewalks
  - Alameda Street – Porter Avenue to 12th Avenue NE

Item 2.

2012 Transportation/Stormwater Bond Program

Project	Bond Budget	Actual Cost	City Share
Cedar Lane Road: 12th Ave. – ½ Mile East of 24th Ave. SE • Completed July 2015	**$9,846,790**	**$10,048,310**	**$3,516,000***
Lindsey Street: 24th Avenue SW to Berry Road • Completed July 2018	**$32,945,120**	**$42,135,770**	**$27,428,320**
Franklin Road Bridge: ½ Mile West of 12th Avenue NW • Completed August 2017	**$4,520,830**	**$4,219,680**	**$1,219,680**
12th Avenue SE: SH-9 to Cedar Lane Road • Completed November 2018	**$3,181,020**	**$3,393,780**	**$1,158,060**
Main Street Bridge: ½ Mile West of 36th Avenue SW • Construction Began August 13, 2018	**$4,138,410**	**$7,038,000**	**$2,125,160***
24th Avenue East: Lindsey Street – Robinson Street • Began Construction Fall 2019 • Estimated Construction Completion Winter 2020	**$13,007,510**	**$14,938,870**	**$7,518,000**
36th Avenue NW: Tecumseh Road – Indian Hills Road • **Phase 1** - Begin Construction Spring 2022 • **Phase 2** – Begin Construction Spring 2023	**$16,920,510**	**TBD**	**TBD**
Alameda S.: 1/2 Mile East of 24th Ave. SE – 48th Ave. SE • Begin Construction Spring 2022	**$4,942,510**	**TBD**	**TBD**
Total	**$89,502,700**	**$81,774,410**	**$42,965,220**

*City Share Remained the Same

2012 TRANSPORTATION/STORMWATER BOND PROGRAM BUDGET STRATEGY

Total Bond Amount	$42,500,000
Current Projection	$48,300,000
Estimated Deficit	$5,800,000

Proposed Additional Program Budget Revenue/	Savings	Actual
– Savings from remaining Bond Projects	$0.5 Million	$1,511,000
– Transfer of surplus funds from 2010 Street Maint. Bond Program	$2.0 Million	$2,000,000
– Transfer of surplus funds from 2016 Street Maint. Bond Program	$1.5 Million	$1,500,000
– Recoupment fees, deferral fees, traffic impact fees	$1.0 Million	$505,000
– Additional contributions from NUA for waterline relocations	$0.5 Million	$0*
– Other State/Federal Grants	$0.3 Million	$300,000
Total	$5.8 Million	$5,816,000

* Additional funds applied to 24th Avenue East waterline relocation

With Council concurrence, staff will submit Council Agenda items on December 14, 2021 to close projects and transfer funds to reconcile the 2012 Transportation Bond program as shown

36th Avenue NW – Tecumseh Road to Indian Hills Road

- Widens 2 miles of roadway from 2-lane to 4-lane
- New traffic signals at 36th/Franklin Road and 36th/Indian Hills Road
- Storm water improvements
- Continuous sidewalks and accessibility
- Improves access to Ruby Grant Park
- Construction pending due to delay in Federal funds
- Project is shovel ready

East Alameda Street Bond Project
2012 Transportation Bond Program

Project is shovel ready

– Funds to complete this project are available in;
  - 2012 Transportation Bond ($1,105,000)
  - 2016 Street Maintenance Bond Surplus Funds ($3,020,000)
  - 2021 Street Maintenance Bond Program ($216,480)

– With Council concurrence, funding can be allocated and project bid in December for a March construction start.

2019 Transportation Bond Program

Construction Year	Project Name / Location	Bond Budget	Current Estimated Costs	Federal Share	Bond Funds	Excess Funds Available
2020	Porter Avenue and Acres Street	$3,675,000	$3,329,280	$0	$3,329,280	$395,720
2022 🔒	Traffic Management Center	$3,366,000	$3,366,000	$3,000,000	$366,000	$0
2022 🔒	Porter Avenue Streetscape	$2,471,000	$4,226,323	$2,855,610	$1,453,886	$1,017,114
2023 🔒	Gray Street Two-Way Conversion	$4,816,000	$4,270,000	$1,765,853	$2,504,147	$2,366,640
2024	James Garner Avenue - Acres to Duffy	$4,853,440	TBD	TBD	TBD	TBD
2024	Jenkins Avenue (Imhoff Road to Lindsey Street)	$9,601,000	TBD	TBD	TBD	TBD
2025	Constitution Street - Jenkins to Classen	$2,643,260	TBD	TBD	TBD	TBD
Totals		**$31,425,700**	**$15,191,603**	**$7,621,463**	**$7,653,313**	**$3,779,474**

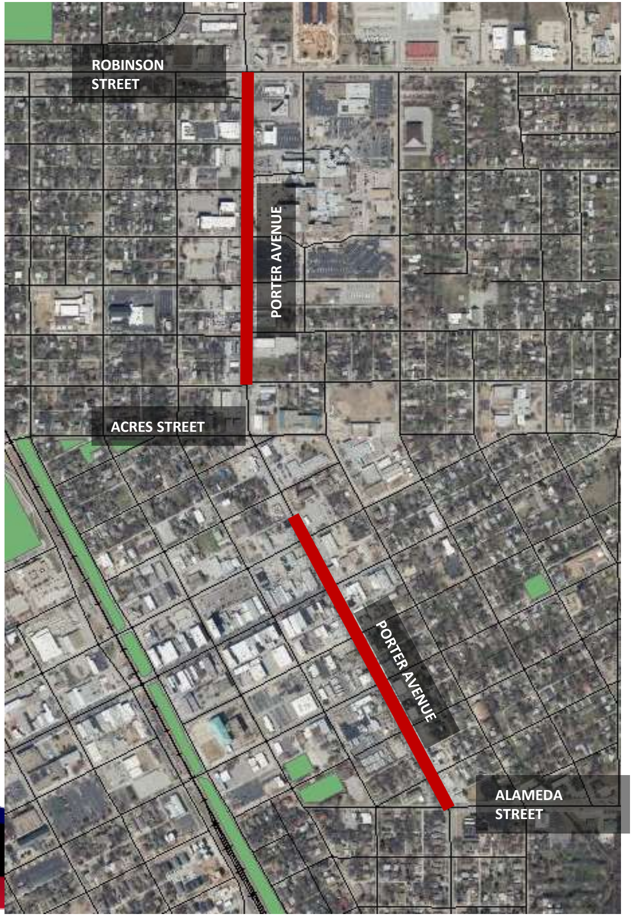
🔒 - Indicates that the Federal funding is locked

Excess funds will be utilized to fund future 2019 Transportation Bond Program projects

Porter Avenue and Acres Street Intersection
2019 Transportation Bond Program

- Funded by 2019 G.O. Bonds
- Add Turn Lanes
- Pedestrian/Sidewalk Improvements
- Streetscape Improvements
- Safety and Sight Distance Improvements
- New Signal at Intersection
- Begin Construction November 2020
- Complete Construction December 2021
- Total Estimated Cost = $3,329,280

Porter Avenue Streetscape
2019 Transportation Bond Program



- Funded by 2019 GO Bonds & Federal Grant
- Decorative Lighting, Pedestrian and ADA Improvements
- Decorative Concrete Sidewalks
- New Bus Stop
- Placemaking Gateways and Landscaping
- Begin Construction Summer 2022
- Complete Construction Summer 2023
- Total Estimated Cost = $4,226,323

James Garner Avenue: Phase 2 – Acres Street to Flood Avenue
Norman Forward Project

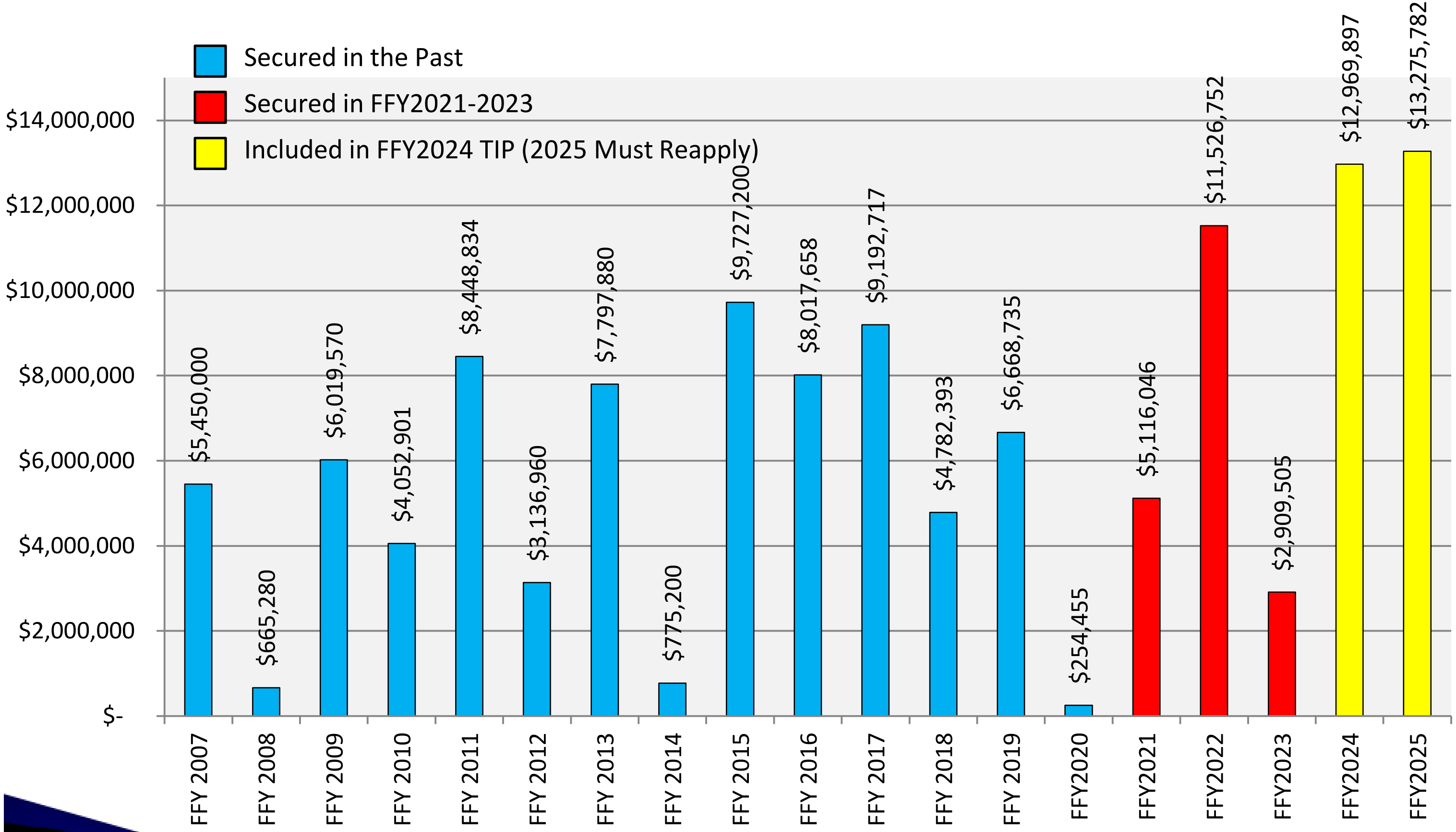
- Funding: Norman Forward & Federal Grant
- Decorative Lighting
- New Bridge over Robinson Street
- Extension of Legacy Trail
- Landscaped Median
- Limited Access Express Route to Downtown
- Begin Construction Summer 2022
- Complete Construction Summer 2023
- Total Estimated Cost = $6,305,000

I-35 and Robinson Street West Side
UNP TIF Project

UNP TIF: $2,113,151
Federal: $4,012,056
Total: $6,125,207

- Start Construction April 2021
- Construction complete February 2022

Norman's STP/STBG Federal Transportation Funds History



STP: Surface Transportation Program

STBG: Surface Transportation Block Grant Program

FYE 2016-2021 Street Maintenance Bond Program
5-year $25 Million
(March 1, 2016 Voter Approved)

Item 2.

- ***Street Maintenance [Year 1] FYE 2017***
  - Urban Asphalt pavement *[100% Complete]*
  - Urban Concrete Pavement *[100% Complete]*
  - Rural Road Rehabilitation *[100% Complete]*
  - Urban Road Reconstruction *[100% Complete]*
- ***Street Maintenance [Year 2] FYE 2018***
  - Urban Asphalt pavement *[100% Complete]*
  - Urban Concrete Pavement *[100% Complete]*
  - Rural Road Rehabilitation *[100% Complete]*
  - Urban Road Reconstruction [100% Complete]
- ***Street Maintenance [Year 3] FYE 2019***
  - Urban Asphalt pavement *[100% Complete]*
  - Urban Concrete Pavement *[100% Complete]*
  - Rural Road Rehabilitation *[100% Complete]*
  - Urban Road Reconstruction *[100% Complete]*
- ***Street Maintenance [Year 4] FYE 2020***
  - Urban Asphalt pavement *[100% Complete]*
  - Urban Concrete Pavement *[100% Complete]*
  - Rural Road Rehabilitation *[100% Complete]*
  - Urban Road Reconstruction *[100% Complete]*
- ***Street Maintenance [Year 5] FYE 2021***
  - Urban Asphalt pavement *[100% Complete]*
  - Urban Concrete Pavement *[100% Complete]*
  - Rural Road Rehabilitation *[100% Complete]*
  - Urban Road Reconstruction *[100% Complete]*

- Preliminary Audit, October 2021, Balance = $6,960,000 (28%)
- Surplus must be used for Street Maintenance
- Staff Proposal: $1.5 million to 2012 Transportation Bond Program
  $3 million to East Alameda Bond Project
  $2.4 million for additional Street Maintenance in neighborhoods

Walnut Road
(Urban Reconstruction)

FYE 2021-2026 Street Maintenance Bond Program
5-year $27 Million
(April 6, 2021 Voter Approved)

Street Maintenance [Year 1] FYE 2022
- Urban Asphalt pavement [Complete]
- Urban Concrete Pavement [Under Construction]
- Rural Road Rehabilitation [Under Construction]
- Urban Road Reconstruction [Under Construction]
- Preventative Maintenance [Under design]

Street Maintenance [Year 2] FYE 2023
- Urban Asphalt pavement
- Urban Concrete Pavement
- Rural Road Rehabilitation
- Urban Road Reconstruction
- Preventative Maintenance

Street Maintenance [Year 3] FYE 2024
- Urban Asphalt pavement
- Urban Concrete Pavement
- Rural Road Rehabilitation
- Urban Road Reconstruction
- Preventative Maintenance

Street Maintenance [Year 4] FYE 2025
- Urban Asphalt pavement
- Urban Concrete Pavement
- Rural Road Rehabilitation
- Urban Road Reconstruction
- Preventative Maintenance

Street Maintenance [Year 5] FYE 2026
- Urban Asphalt pavement
- Urban Concrete Pavement
- Rural Road Rehabilitation
- Urban Road Reconstruction
- Preventative Maintenance

2021-2026 Street Maintenance Bond Program

Classen Boulevard
(Urban Asphalt)

Van Buren Street
(Urban Concrete)

Franklin Road
(Rural Road)

Capital Projects Fund
Recurring Sidewalk Projects Proposed in FYE 23

• Sidewalk program for Schools and Arterials	$ 80,000
• Sidewalk Accessibility Project (Approx. 8 ADA ramps)	$ 30,000
• Citywide Sidewalk Project	$ 100,000*
– Citywide 50/50 repair	
• Downtown Area Sidewalk Project	$ 50,000
• Sidewalks and Trails	$120,000
• Horizontal Saw Cut Program	$ 40,000
TOTAL	**$420,000**

* - Requesting increase from $50,000. Will expend $100,000 by end of December 2021.

Bridge Maintenance Program

Historical allocation of funds

- *FYE 2019 - $100,000*
- *FYE 2020 - $100,000*
- *FYE 2021 - $500,000*
- *FYE 2022 - $500,000*

20% of budgeted funds for design
80% of budgeted funds for construction

Bridge Maintenance FYE 2021 - Completed

- 156th Avenue NE Local #032
- West Rock Creek Road Local #023
- West Brooks Street Local #006
- East Boyd Street Local #012
- 72nd Avenue SE Local #042
- Concord Drive Local #002

Bridge Maintenance FYE 2022 - Completed

- 48th Avenue SE Local #040A
- Cedar Lane Road Local #046A

Imhoff Road Bridge emergency repair originally identified for maintenance in the FY '22 Bridge Maintenance Program
Scheduled completion of March 2022

Bridge Maintenance on Cedar Lane

Proposed Bridge Replacement Bond Program

- 77 Bridges in Norman
- 15 Bridges need full replacement
- 12 Bridges are Structurally Deficient
- 4 Bridges are Functionally Obsolete
- 3 Bridges are At Risk of becoming Structurally Deficient
- 6 Bridges have load postings <23 tons
- Total Program Cost Estimate $40-$50 Million
- 10 Year Construction Program

Bridge on 60th Avenue

City staff currently working to establish detailed project scope and cost estimates

Future Traffic Signals

- 31 signals have been identified through traffic studies prepared over the years
- 9, shown in yellow, are on ODOT controlled roadways
- 22, shown in white, are on city controlled roadways
- Many have traffic impact fees collected from developments

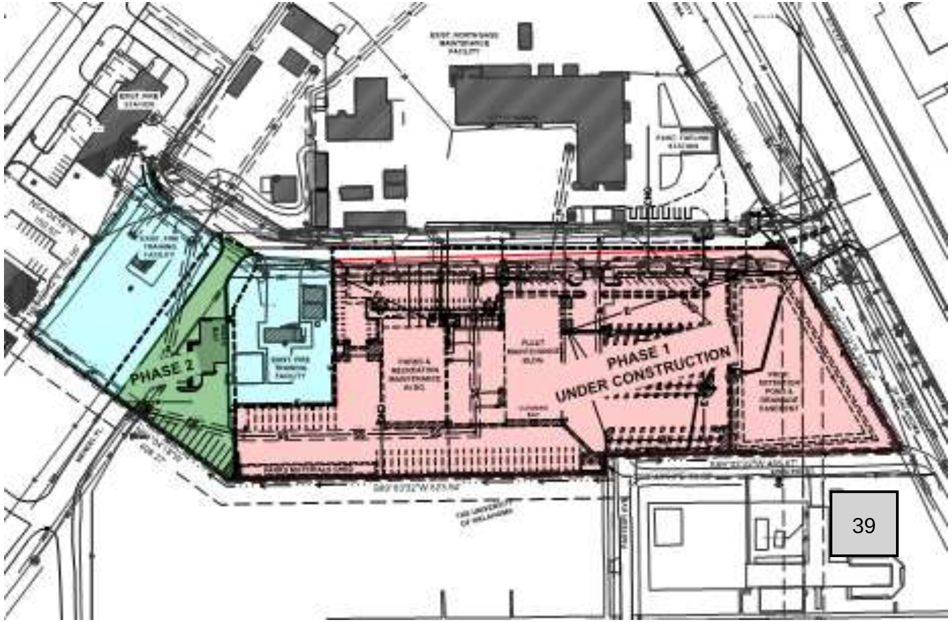
Proposed City Vehicle Wash Facility

- Annual cost to wash city vehicles = $100,000
- Reduced operational costs for city departments
- Environmental impacts of vehicle washing
- Estimated Construction Cost = $1,500,000
- Current Funding Identified:

  NUA Wash Facility Funds = $540,000

  FTA ARPA Funds= $480,000 (estimate)

  Needed FYE 2022 Funds = $480,000



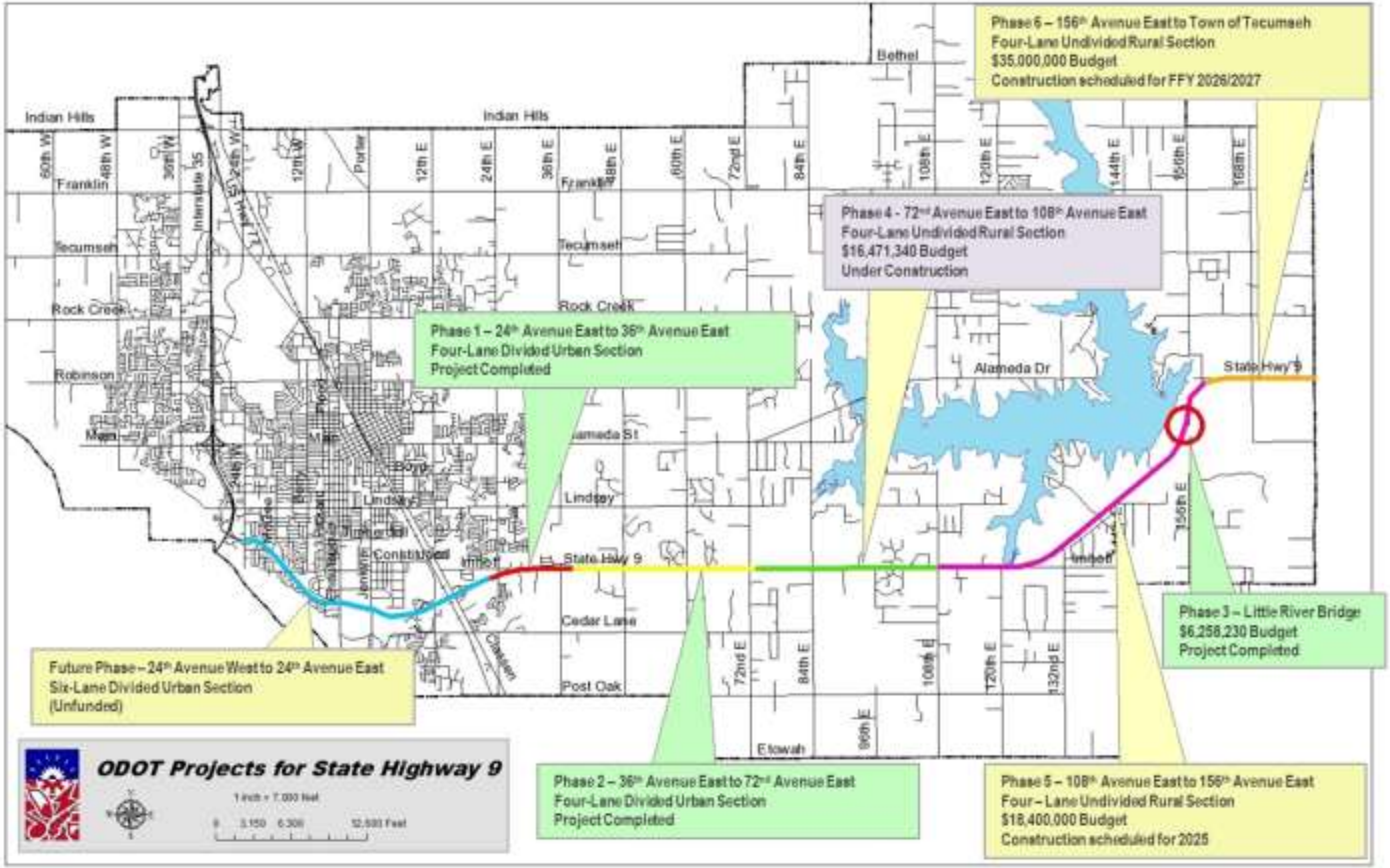
City Fleet Fueling Facility

Background

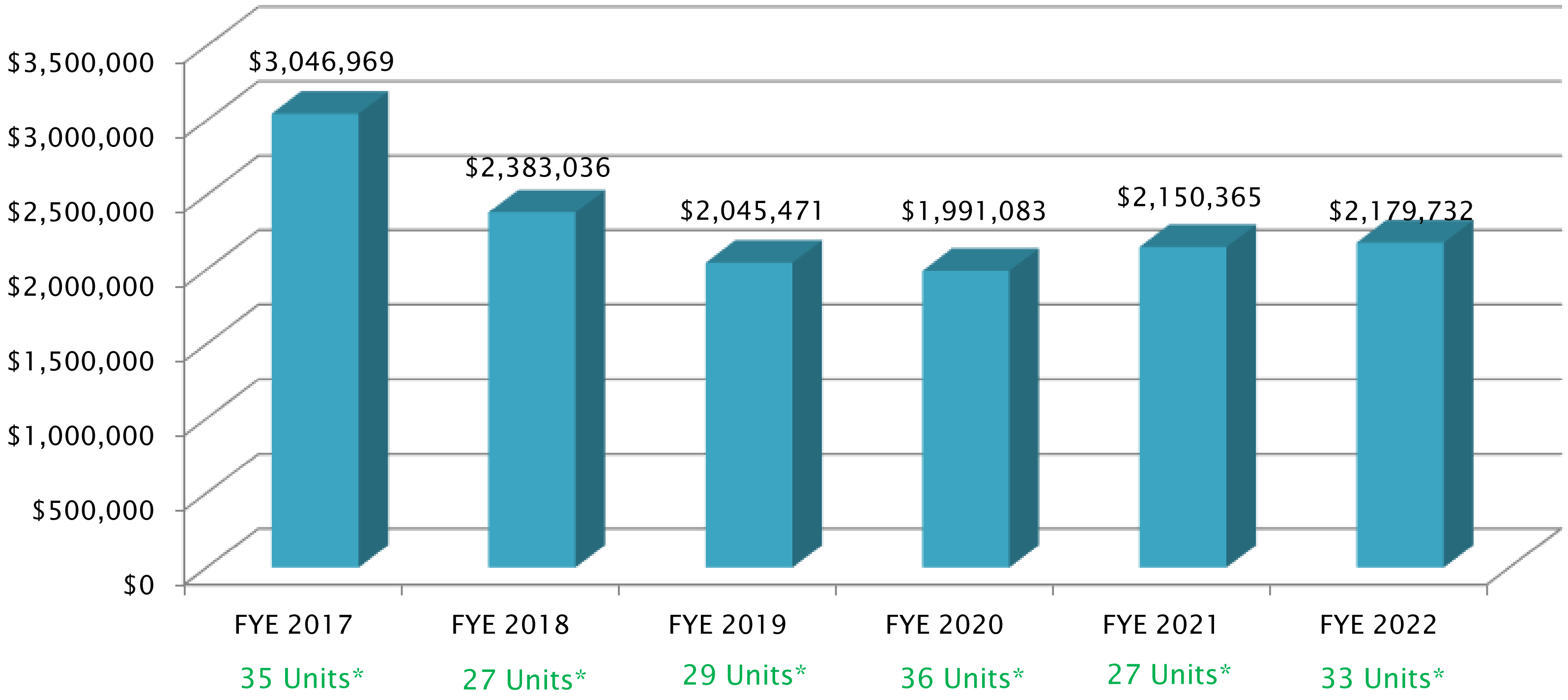
- Constructed and registered with the Oklahoma Corporation Commission in 1998
- Fiberglass Reinforced underground storage tanks life expectancy and warranty is 30 years, or 2028
- Fuel storage 10,000 gallons of Diesel and 10,000 gallons of Unleaded
- Dispenses approximately 500,000 gallons of fuel annually to over 793 city vehicles/equipment

Challenges

- Fuel line encasements have failed allowing ground water to lay on top of pumps
- Critical repairs needed in the next 3 years are estimated at $350,000 to $500,000
- Alternative fuels such as ethanol and biodiesel not available due to lack of tanks
- Limited tank/storage capacity for a growing fleet
- No option for bulk Diesel Exhaust Fluid (DEF)
- Fuel islands are deteriorating
- Replacement cost ($1,650,000)


Phase 6 – 156th Avenue East to Town of Tecumseh
Four-Lane Undivided Rural Section
$35,000,000 Budget
Construction scheduled for FFY 2026/2027
Phase 4 - 72nd Avenue East to 108th Avenue East
Four-Lane Undivided Rural Section
$16,471,340 Budget
Under Construction
Phase 1 – 24th Avenue East to 36th Avenue East
Four-Lane Divided Urban Section
Project Completed
Phase 3 – Little River Bridge
$6,258,230 Budget
Project Completed
Future Phase – 24th Avenue West to 24th Avenue East
Six-Lane Divided Urban Section
(Unfunded)
Phase 2 – 36th Avenue East to 72nd Avenue East
Four-Lane Divided Urban Section
Project Completed
Phase 5 – 108th Avenue East to 156th Avenue East
Four – Lane Undivided Rural Section
$18,400,000 Budget
Construction scheduled for 2025
ODOT Projects for State Highway 9
Indian Hills
Bethel
Franklin
Tecumseh
Rock Creek
Robinson
Main
Alameda Dr
State Hwy 9
Lindsey
Cedar Lane
Post Oak
Etowah

City Vehicle Replacement Program



*Units are not directly comparable as some vehicles/pieces of equipment are more expensive than others

Capital Improvement Projects Fund
Recurring Projects Proposed in FYE 2023

▪ Capital Outlay	$3,844,797
▪ Street Maintenance	$2,305,377
▪ Maintenance of Existing Facilities	$ 165,000
▪ Storm water Drainage Maintenance	$1,875,000
▪ Personnel	$1,384,316
▪ ODOT Audit Adjustments	$ 100,000
▪ ADA Sidewalk Compliance & Repair	$ 300,000
▪ Bridge Maintenance	$ 500,000
▪ Driveway Repairs	$ 10,000
▪ Street Striping	$ 120,000
▪ Traffic Calming	$ 50,000
▪ Community/Neighborhood Improvements	$ 100,000
▪ Building Maint. Mech./Electrical	$ 75,000
▪ GIS Mapping Update	$ 145,000
TOTAL	$10,974,490

Capital Improvements Fund
Upcoming Significant Projects in FYE 22

- Porter Avenue Streetscape ($1,911,164)
- James Garner Phase II ($4,853,440)
- Traffic Management Center ($2,400,000)
- Municipal Complex Renovation

Public Safety Sales Tax Fund
Projects Underway Fiscal Year 2021-2022

- Emergency Radio Communications – Project closed June 2021 ($15,000,000)…$5,000,000 maintenance over next 15 years
- Emergency Communications Center ($6,500,000 from PSST; $1,155,804 from radio project; $9,500,000 from ARPA; $17,155,804 TOTAL)
  - Schematic Design complete. Project management selected. CMAR selection in progress.
  - Groundbreaking in 2022
- Fire Apparatus Replacement – ($760,000 year)

Public Safety Sales Tax Fund
Fire Apparatus Replacement Schedule

	Budget	Actual
• FYE 2016 - Elevated Platform	$1,106,700	$1,105,943
• FYE 2017 - Fire Engine	$540,000	$523,853
• FYE 2018 - Fire Engine	$625,000	$622,079
• FYE 2019 - Pumper/Tanker	$725,000	$724,974
• FYE 2020 - Pumper/Tanker	$750,000	$735,474
• FYE 2021 – Air and Light Unit, Pub Ed	$800,000	$471,500
• FYE 2022 – Fire Engine	$760,000	TBD
• FYE 2023 – Fire Engine	$785,000	TBD
• FYE 2024 – Ladder	$1,800,000	TBD

* Fire Station 5 Relocation/Construction/Staffing

NORMAN FORWARD Sales Tax Fund Projects Completed in FYE 2022

- Rotary Park Renovation
- Ruby Grant Community Park
- Blake Baldwin Skate Park

NORMAN FORWARD Sales Tax Fund Projects Underway in FYE 2022

Item 2.

- Griffin Park
- Young Family Athletic Center
- Reaves Park Baseball/Softball Complex
- New Neighborhood Park Development (Summit Valley & Bellatona)
- Existing Neighborhood Park Renovation (Cherry Creek, Vineyard, Earl Sneed)
- James Garner Avenue -- Flood to Acres
- Senior Wellness Center (SE Corner of NRHS Porter Campus)
- Ruby Grant Football Fields (NF Community Sports Park Fund)

Ruby Grant Park

Blake Baldwin Skate Park

NORMAN FORWARD Sales Tax Fund
Upcoming Projects

- Griffin Park Phases 5 & 6

  ($7,100,000)
- New Park Neighborhood Development

  ($2,000,000)
- Lease Payments - Griffin Park

  ($80,000/year; $2,400,000 total)
- Canadian River Nature Park

  ($2,000,000)
- James Garner Phase 2 Flood Avenue to Acres Street ($1,800,000)
- New Trail Development

  ($6,000,000)
- Senior Wellness Center

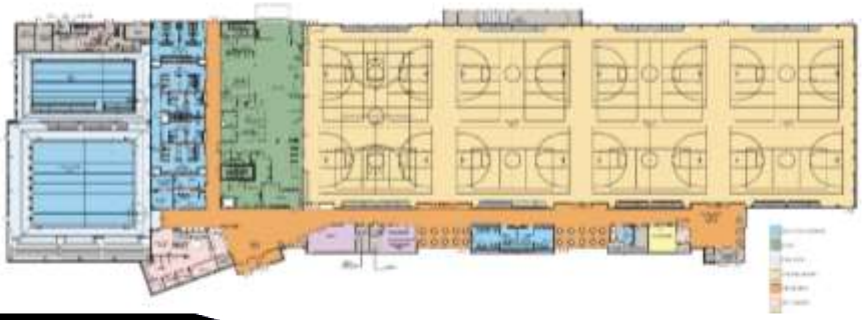
  $12.4 million (NF Lease Savings $7.6 million; $4.8 million Cares Act)
- Saxon Park

  ($2,000,000)
- Young Family Athletic Center

  $39 million (NF $22.5 million; Hotel Motel Tax $3.8 million; NRHS $6.7 million; Young Family $4 million; New Trail Development $1.8 million)

  $1,000,000 overrun due to steel prices

Young Family Athletic Center



Senior Wellness Center

Room Tax Fund – Parks Project Portion
Upcoming Significant Projects in FYE 22

- Westwood Tennis Improvements ($85,000)
- Remaining Debt on 2002 NMA Golf Course Bonds Retired on June 1, 2022
- NMA Bond for Young Family Athletic Center ($3.8 million)

ARPA Funding

Use	Amount	
Emergency Operations Center	$9,500,000	* Appropriated 7/27/21
Norman Arts Council	$ 100,000	* Appropriated 8/24/21
COVID Vaccine Incentives	$ 500,000	* Appropriated 9/14/21
Affordable Housing	$4,500,000	* Reed Avenue, Esmerald Green Apts., Modular Housing
Non-profit Support	$1,900,000	* $500,000 Virtue Center, $500,000 Food & Shelter, $900,000 for applicants
718 N. Porter Remediation	$1,800,000	
Storm Water Projects	$3,000,000	
Entrepreneur Grants	$1,000,000	
Teen CEO Program	$ 100,000	
	$22,400,000	

Upcoming Challenges

- I-35 Corridor Study (Norman/Moore/ODOT)
- Public Transportation
  - Regional Transportation Authority (RTA)
  - Bus Transfer Station
  - Replacement Buses
  - Recommendations from Transit Study
  - Purchasing Land for Stations; Zoning
- New Traffic Signals on State Highways & City Arterials
- Fleet replacement
- Fire Station #10 (Staffing)
- Bridge Replacements
- Stormwater Infrastructure
- Fleet Fueling Facility
- Sidewalk Gaps
- Escalating Construction Costs

Next Steps

- **February 15, 2022**
  - **Discussion on proposed new projects**
- May 3, 2022
  - Review of final proposed Capital Budget for FYE 2023 and Capital Improvements Plan for FYE 2024-2027

QUESTIONS
COMMENTS
PROJECT REQUESTS

More Info at:
www.NormanOK.gov

FYE 2022 Capital Improvement Program Budget Status
Preparation of FYE 2023 C.I.P.
Preparation of FYE 2024 – 2027 Capital Improvements Plan

Capital Budget Calendar for Preparation of the FYE 2023 C.I.P.

- **November 16, 2021**
  - **Update on funded projects & discussion of Council priorities**
- February 15, 2022
  - Discussion on proposed new projects
- May 3, 2022
  - Review of final proposed plan for FYE 2023

Capital Projects Sources

- Purpose of CIP is to support services of municipal government.
- Projects are identified in Long Range Master Plans that are reviewed by citizens and adopted by City Council (Land Use, Transportation, Parks, Water, Wastewater, Greenways, Stormwater, etc.).
- Priorities are set by Council (short range, long range). The short range needs go into a one-year adopted capital budget; The long range needs go into a 5-year Capital Plan with proposed schedules of implementation and available funding sources.
- The CIP Plans & Budgets are adopted annually. Only the one-year budget appropriates funds.
- Emergencies and high priority unanticipated project needs can be added through re-allocation or appropriation of funds by Council.
- Sources of funding include enterprise revenues, voter-approved general obligation bond proceeds, (0.7%) Capital Sales Tax, (0.5%) Norman Forward Sales Tax and Public Safety Sales Tax, UNP TIF revenues, intergovernmental grants, Room Tax, private funds, and others.

What is a Capital Project?

- A project which generally costs more than $100,000;
- Is relatively fixed or permanent in nature;
- Asset with an expected life of more than five years;
- Usually consists of the construction of a new, expanded or improved tangible asset;
- Often takes more than one fiscal year to complete;
- Contracted services for design, land acquisition and utility relocations may be required in advance of construction.

What is a Capital Outlay?

- Expenses for maintaining or purchasing new or replacing tangible assets which have an expected life of 1 to 5 years;
- One time occurrence and expenses usually occur within a single fiscal year;
- Examples include vehicles, furniture, computers and equipment;
- Capital outlay paid by the Capital Fund are expended from the General Fund and Westwood Fund with capital sales tax funds transferred to cover the cost.

All Funds Included in C.I.P. Budget

<u>SPECIAL PURPOSE CAPITAL FUNDS</u>

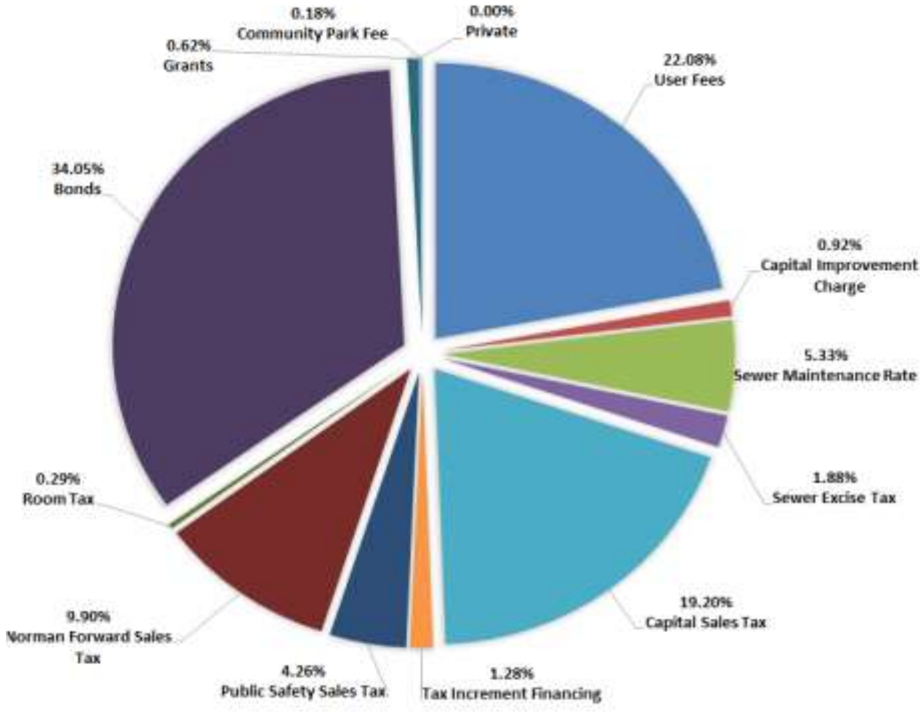
- Public Safety Sales Tax Fund
- CDBG Fund
- Special Grants Fund
- Room Tax Fund
- Public Transportation and Parking Fund
- Capital Fund (Pay-As-You-Go, or "PAYGO")
- Capital Fund (General Obligation Bonds)
- Norman Forward Sales Tax Fund
- Park Land & Development Fund
- University North Park Tax Increment Finance District Fund
- Arterial Road Recoupment Fund
- Center City Tax Increment Finance District Fund

Funds Included in C.I.P. Budget (Cont.)

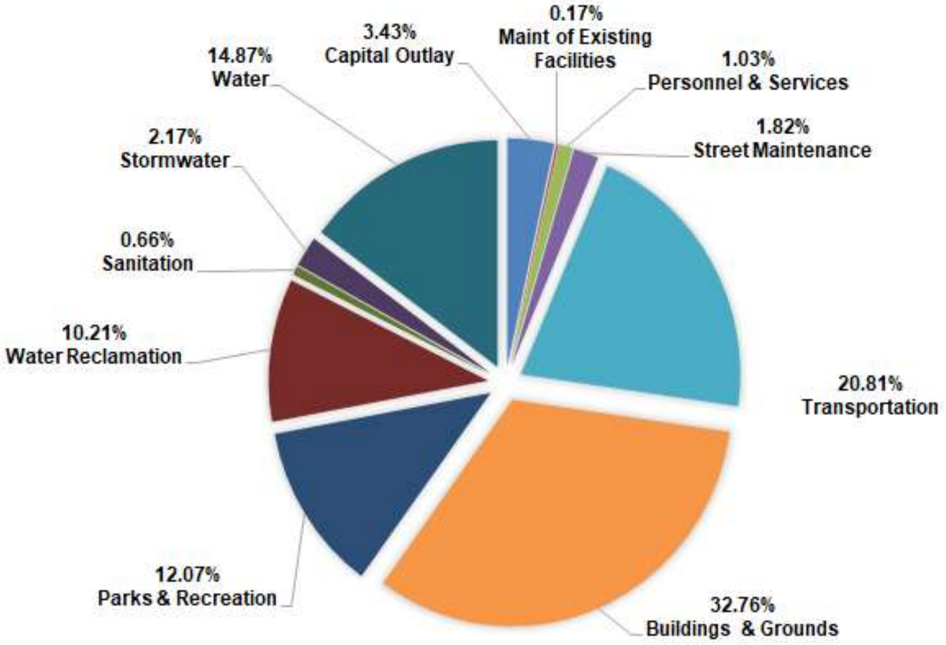
ENTERPRISE FUNDS

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

Fiscal Year 2021-2022 Sources of Revenue All Funds
$241,343,069 as of 10/29/21



Fiscal Year 2021-2022 Expenses by Purpose
All Funds $241,343,069- 451 capital improvement projects



What is the Capital Improvements Fund?

- The Capital Improvements Fund was established in 1976 to account for capital projects funded by capital sales tax receipts, general obligation bond issues or specific matching funds (i.e., private & reimbursements).

- These projects support services that do not have dedicated special revenues, such as enterprise funds.

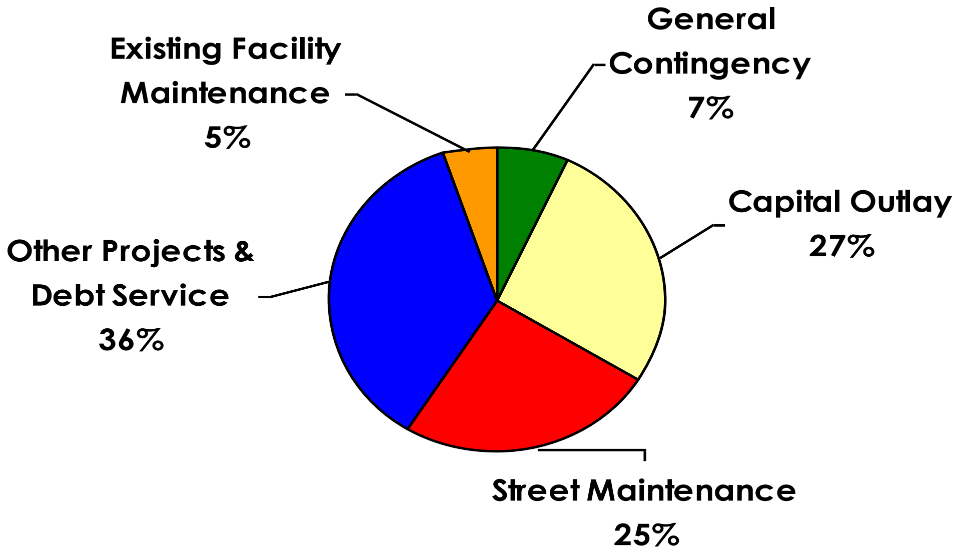
- Those projects relating to enterprise funds, funded with fees and charges, or special revenue sources are accounted for in their respective enterprise funds.

How is the Capital Fund Funded?

- Seventy percent (70%) of one percent (0.7%) of sales tax was set aside for capital improvements by referendum in September, 1976.

- Those projects approved for construction with this funding are accounted for in the Capital Improvements Fund.

Capital Sales Tax Guidelines to Allocate New Revenue



Status of Capital Fund

As of 9/15/2021

- Capital Fund PayGo
  a. FYE22 estimated available for new projects is -$5,879,006.
  b. FYE23 projected available for new projects is -$3,595,652.
  c. FYE24 projected available for new projects is -$2,302,934.
- Capital Fund Bonds
  a. Bond reserves are unbalanced – some positive and some negative, evaluating how to balance those currently unbalanced.

Project Status Updates

Significant Projects Closed FYE 22

(Between July 1, 2020 and October 29, 2021)

“Closed” means work is complete and all bills are paid.

- ECC Radio project closed June 2021.
  - Remaining funds re-allocated to EOC
- ADA Transition Plan – Sidewalks Main Street south side ($53,000)
- Sidewalks and Trails – 24^{th} Ave. NE ($85,000)
- Legacy Park Parking Lot ($175,000)

Significant Projects Completed FYE 22

As of October 29, 2021

“Completed” means work is finished but not all bills have been paid.

- TMDL Compliance & Monitoring Plan Implementation, Year 5 ($300,000)
- Asp Avenue Parking Lot ($934,000)
- SH-9 Multi-Modal Path, 36th Avenue East – 48th Avenue East ($950,700)
- Vicksburg Storm Pipeline Replacement ($1,077,800)
- 12th Avenue NE Traffic Signal Interconnect – Alameda Street to Robinson Street ($293,000)
- 24th Avenue East Bond Project ($14,938,870)
- Creston Way & Schulze Stormwater Improvements ($470,000)
- Legacy Trail Extension along 24th Avenue NW and 36th Avenue NW ($980,500)
- Sidewalks on Hal Muldrow Drive ($96,000)
- Sidewalks on Stubbeman Avenue from Robinson to Timberwolf Trail Phase 1 ($54,000)

Significant Projects Underway FYE 22

- Transit/Parks/Emergency Vehicle Maintenance Facilities ($10.7 million)
- TMDL Compliance & Monitoring Plan Implementation, Year 6 ($300,000)
- Lake Thunderbird TMDL Data Analysis and Plan Update for Years 1-5 ($207,160)
- Engineering Design Criteria Update and Green Stormwater Infrastructure Review ($275,000)
- Fire Station 9 – Finishing miscellaneous small items, Fire Administration Building Renovation – 85% complete
- Porter Avenue and Acres Street Intersection ($3,675,000)
- Comprehensive Land Use & Transportation Plan Update ($150,000)
- Merkle Creek Channel Stabilization ($342,500)
- Imhoff Road Bridge Emergency repair project ($1,440,695)

Transit/Parks/Emergency Vehicle Maintenance Facilities

Projects Under Construction FYE 22/23

- Municipal Complex Renovation ($9,971,465)
- 36th Avenue NW ($17,950,000; Utility Relocation)
- I-35 and Robinson Street West Side ($5,300,000 – including ODOT match; scheduled completion of Feb. 2022)
- Classen Boulevard Sidewalks from Boyd Street to 12th Avenue SE ($229,296)
- Flood Avenue Sidewalks – From Gray Street to Acres Street ($250,000)
- Porter Avenue Streetscape ($4,226,323)
- Imhoff Creek Stabilization ($3,500,000)
- Traffic Management Center ($3,000,000)
- Constitution Street Multimodal Path ($1,100,000)
- James Garner Phase 2 – Flood Avenue to Acres Street
- ADA Transition Plan – 24th Avenue NW from Main Street to Robinson Street – Phase 1 ($312,000)
- CIP Sidewalks
  - Alameda Street – Porter Avenue to 12th Avenue NE

2012 Transportation/Stormwater Bond Program

Project	Bond Budget	Actual Cost	City Share
Cedar Lane Road: 12th Ave. – ½ Mile East of 24th Ave. SE • Completed July 2015	$9,846,790	$10,048,310	$3,516,000*
Lindsey Street: 24th Avenue SW to Berry Road • Completed July 2018	$32,945,120	$42,135,770	$27,428,320
Franklin Road Bridge: ½ Mile West of 12th Avenue NW • Completed August 2017	$4,520,830	$4,219,680	$1,219,680
12th Avenue SE: SH-9 to Cedar Lane Road • Completed November 2018	$3,181,020	$3,393,780	$1,158,060
Main Street Bridge: ½ Mile West of 36th Avenue SW • Construction Began August 13, 2018	$4,138,410	$7,038,000	$2,125,160*
24th Avenue East: Lindsey Street – Robinson Street • Began Construction Fall 2019 • Estimated Construction Completion Winter 2020	$13,007,510	$14,938,870	$7,518,000
36th Avenue NW: Tecumseh Road – Indian Hills Road • **Phase 1** - Begin Construction Spring 2022 • **Phase 2** – Begin Construction Spring 2023	**$16,920,510**	**TBD**	**TBD**
Alameda S.: 1/2 Mile East of 24th Ave. SE – 48th Ave. SE • Begin Construction Spring 2022	**$4,942,510**	**TBD**	**TBD**
Total	**$89,502,700**	**$81,774,410**	**$42,965,220**

*City Share Remained the Same

2012 TRANSPORTATION/STORMWATER BOND PROGRAM BUDGET STRATEGY

Total Bond Amount	$42,500,000
Current Projection	$48,300,000
Estimated Deficit	$5,800,000

Proposed Additional Program Budget Revenue/	Savings	Actual
– Savings from remaining Bond Projects	$0.5 Million	$1,511,000
– Transfer of surplus funds from 2010 Street Maint. Bond Program	$2.0 Million	$2,000,000
– Transfer of surplus funds from 2016 Street Maint. Bond Program	$1.5 Million	$1,500,000
– Recoupment fees, deferral fees, traffic impact fees	$1.0 Million	$505,000
– Additional contributions from NUA for waterline relocations	$0.5 Million	$0*
– Other State/Federal Grants	$0.3 Million	$300,000
Total	$5.8 Million	$5,816,000

* Additional funds applied to 24th Avenue East waterline relocation

With Council concurrence, staff will submit Council Agenda items on December 14, 2021 to close projects and transfer funds to reconcile the 2012 Transportation Bond program as shown

36th Avenue NW – Tecumseh Road to Indian Hills Road

- **Widens 2 miles of roadway from 2-lane to 4-lane**
- **New traffic signals at 36th/Franklin Road and 36th/Indian Hills Road**
- **Storm water improvements**
- **Continuous sidewalks and accessibility**
- **Improves access to Ruby Grant Park**
- **Construction pending due to delay in Federal funds**
- **Project is shovel ready**

East Alameda Street Bond Project
2012 Transportation Bond Program

Project is shovel ready

– Funds to complete this project are available in;
  - 2012 Transportation Bond ($1,105,000)
  - 2016 Street Maintenance Bond Surplus Funds ($3,020,000)
  - 2021 Street Maintenance Bond Program ($216,480)
– With Council concurrence, funding can be allocated and project bid in December for a March construction start.

2019 Transportation Bond Program

Construction Year	Project Name / Location	Bond Budget	Current Estimated Costs	Federal Share	Bond Funds	Excess Funds Available
2020	Porter Avenue and Acres Street	$3,675,000	$3,329,280	$0	$3,329,280	$395,720
2022 🔒	Traffic Management Center	$3,366,000	$3,366,000	$3,000,000	$366,000	$0
2022 🔒	Porter Avenue Streetscape	$2,471,000	$4,226,323	$2,855,610	$1,453,886	$1,017,114
2023 🔒	Gray Street Two-Way Conversion	$4,816,000	$4,270,000	$1,765,853	$2,504,147	$2,366,640
2024	James Garner Avenue - Acres to Duffy	$4,853,440	TBD	TBD	TBD	TBD
2024	Jenkins Avenue (Imhoff Road to Lindsey Street)	$9,601,000	TBD	TBD	TBD	TBD
2025	Constitution Street - Jenkins to Classen	$2,643,260	TBD	TBD	TBD	TBD
Totals		**$31,425,700**	**$15,191,603**	**$7,621,463**	**$7,653,313**	**$3,779,474**

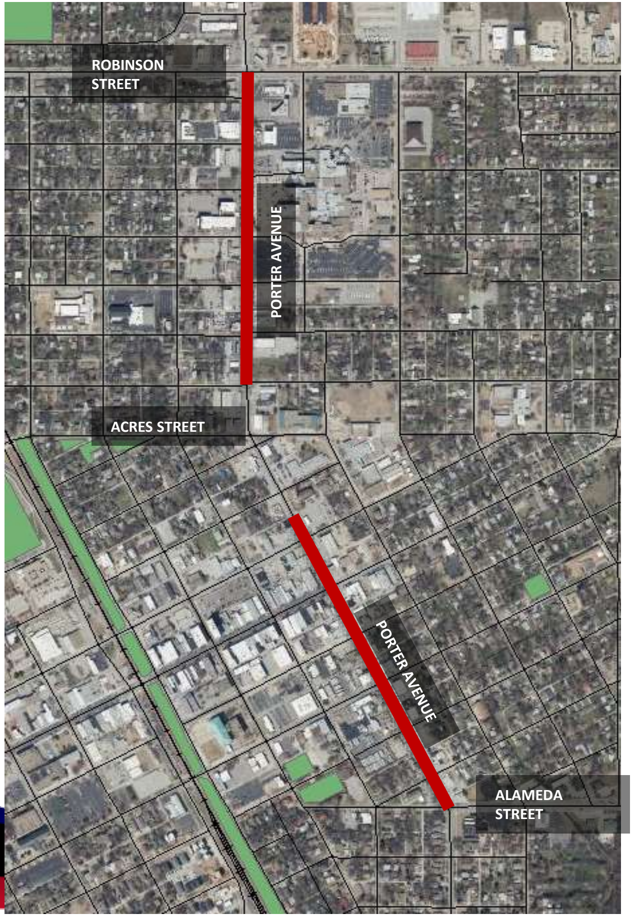
🔒 - Indicates that the Federal funding is locked

Excess funds will be utilized to fund future 2019 Transportation Bond Program projects

Porter Avenue and Acres Street Intersection
2019 Transportation Bond Program

- **Funded by 2019 G.O. Bonds**
- **Add Turn Lanes**
- **Pedestrian/Sidewalk Improvements**
- **Streetscape Improvements**
- **Safety and Sight Distance Improvements**
- **New Signal at Intersection**
- **Begin Construction November 2020**
- **Complete Construction December 2021**
- **Total Estimated Cost = $3,329,280**

Porter Avenue Streetscape
2019 Transportation Bond Program



- Funded by 2019 GO Bonds & Federal Grant
- Decorative Lighting, Pedestrian and ADA Improvements
- Decorative Concrete Sidewalks
- New Bus Stop
- Placemaking Gateways and Landscaping
- Begin Construction Summer 2022
- Complete Construction Summer 2023
- Total Estimated Cost = $4,226,323

James Garner Avenue: Phase 2 – Acres Street to Flood Avenue
Norman Forward Project

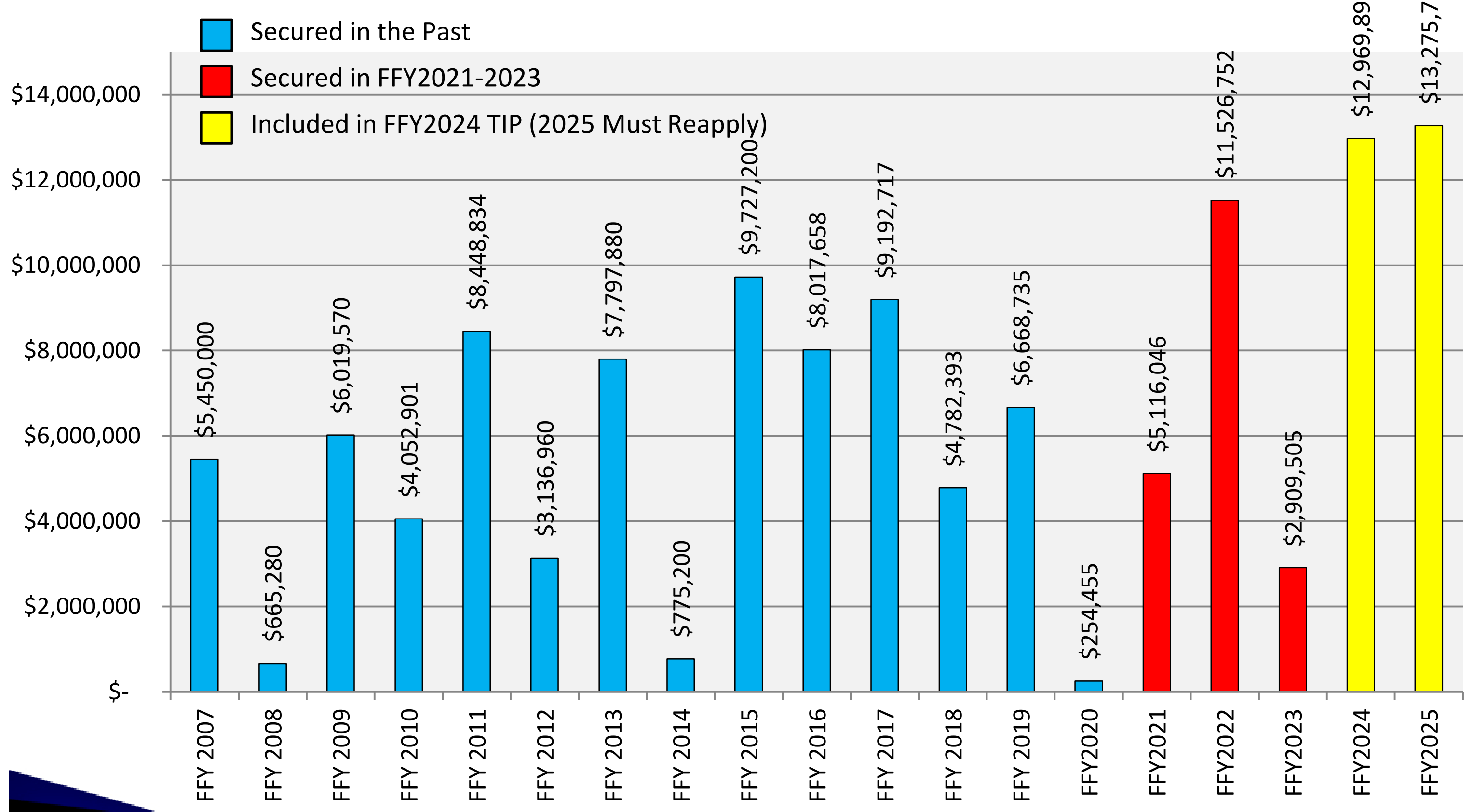
- Funding: Norman Forward & Federal Grant
- Decorative Lighting
- New Bridge over Robinson Street
- Extension of Legacy Trail
- Landscaped Median
- Limited Access Express Route to Downtown
- Begin Construction Summer 2022
- Complete Construction Summer 2023
- Total Estimated Cost = $6,305,000

I-35 and Robinson Street West Side
UNP TIF Project

UNP TIF: $2,113,151
Federal: $4,012,056
Total: $6,125,207

- Start Construction April 2021
- Construction complete February 2022

Norman's STP/STBG Federal Transportation Funds History



STP: Surface Transportation Program

STBG: Surface Transportation Block Grant Program

FYE 2016-2021 Street Maintenance Bond Program
5-year $25 Million
(March 1, 2016 Voter Approved)

- ***Street Maintenance [Year 1] FYE 2017***
  - Urban Asphalt pavement *[100% Complete]*
  - Urban Concrete Pavement *[100% Complete]*
  - Rural Road Rehabilitation *[100% Complete]*
  - Urban Road Reconstruction *[100% Complete]*

- ***Street Maintenance [Year 2] FYE 2018***
  - Urban Asphalt pavement *[100% Complete]*
  - Urban Concrete Pavement *[100% Complete]*
  - Rural Road Rehabilitation *[100% Complete]*
  - Urban Road Reconstruction [100% Complete]

- ***Street Maintenance [Year 3] FYE 2019***
  - Urban Asphalt pavement *[100% Complete]*
  - Urban Concrete Pavement *[100% Complete]*
  - Rural Road Rehabilitation *[100% Complete]*
  - Urban Road Reconstruction *[100% Complete]*

- ***Street Maintenance [Year 4] FYE 2020***
  - Urban Asphalt pavement *[100% Complete]*
  - Urban Concrete Pavement *[100% Complete]*
  - Rural Road Rehabilitation *[100% Complete]*
  - Urban Road Reconstruction *[100% Complete]*

- ***Street Maintenance [Year 5] FYE 2021***
  - Urban Asphalt pavement *[100% Complete]*
  - Urban Concrete Pavement *[100% Complete]*
  - Rural Road Rehabilitation *[100% Complete]*
  - Urban Road Reconstruction *[100% Complete]*

- Preliminary Audit, October 2021, Balance = $6,960,000 (28%)
- Surplus must be used for Street Maintenance
- Staff Proposal: $1.5 million to 2012 Transportation Bond Program
  $3 million to East Alameda Bond Project
  $2.4 million for additional Street Maintenance in neighborhoods

Walnut Road
(Urban Reconstruction)

FYE 2021-2026 Street Maintenance Bond Program
5-year $27 Million
(April 6, 2021 Voter Approved)

Street Maintenance [Year 1] FYE 2022
- Urban Asphalt pavement [Complete]
- Urban Concrete Pavement [Under Construction]
- Rural Road Rehabilitation [Under Construction]
- Urban Road Reconstruction [Under Construction]
- Preventative Maintenance [Under design]

Street Maintenance [Year 2] FYE 2023
- Urban Asphalt pavement
- Urban Concrete Pavement
- Rural Road Rehabilitation
- Urban Road Reconstruction
- Preventative Maintenance

Street Maintenance [Year 3] FYE 2024
- Urban Asphalt pavement
- Urban Concrete Pavement
- Rural Road Rehabilitation
- Urban Road Reconstruction
- Preventative Maintenance

Street Maintenance [Year 4] FYE 2025
- Urban Asphalt pavement
- Urban Concrete Pavement
- Rural Road Rehabilitation
- Urban Road Reconstruction
- Preventative Maintenance

Street Maintenance [Year 5] FYE 2026
- Urban Asphalt pavement
- Urban Concrete Pavement
- Rural Road Rehabilitation
- Urban Road Reconstruction
- Preventative Maintenance

2021-2026 Street Maintenance Bond Program

Classen Boulevard
(Urban Asphalt)

Van Buren Street
(Urban Concrete)

Franklin Road
(Rural Road)

Capital Projects Fund
Recurring Sidewalk Projects Proposed in FYE 23

• Sidewalk program for Schools and Arterials	$ 80,000
• Sidewalk Accessibility Project (Approx. 8 ADA ramps)	$ 30,000
• Citywide Sidewalk Project	$ 100,000*
– Citywide 50/50 repair	
• Downtown Area Sidewalk Project	$ 50,000
• Sidewalks and Trails	$120,000
• Horizontal Saw Cut Program	$ 40,000
TOTAL	**$420,000**

* - Requesting increase from $50,000. Will expend $100,000 by end of December 2021.

Bridge Maintenance Program

Historical allocation of funds

- *FYE 2019 - $100,000*
- *FYE 2020 - $100,000*
- *FYE 2021 - $500,000*
- *FYE 2022 - $500,000*

20% of budgeted funds for design
80% of budgeted funds for construction

Bridge Maintenance FYE 2021 - Completed

- 156th Avenue NE Local #032
- West Rock Creek Road Local #023
- West Brooks Street Local #006
- East Boyd Street Local #012
- 72nd Avenue SE Local #042
- Concord Drive Local #002

Bridge Maintenance FYE 2022 - Completed

- 48th Avenue SE Local #040A
- Cedar Lane Road Local #046A

Imhoff Road Bridge emergency repair originally identified for maintenance in the FY '22 Bridge Maintenance Program

Scheduled completion of March 2022

Bridge Maintenance on Cedar Lane

Proposed Bridge Replacement Bond Program

- 77 Bridges in Norman
- 15 Bridges need full replacement
- 12 Bridges are Structurally Deficient
- 4 Bridges are Functionally Obsolete
- 3 Bridges are At Risk of becoming Structurally Deficient
- 6 Bridges have load postings <23 tons
- Total Program Cost Estimate $40-$50 Million
- 10 Year Construction Program

Bridge on 60th Avenue

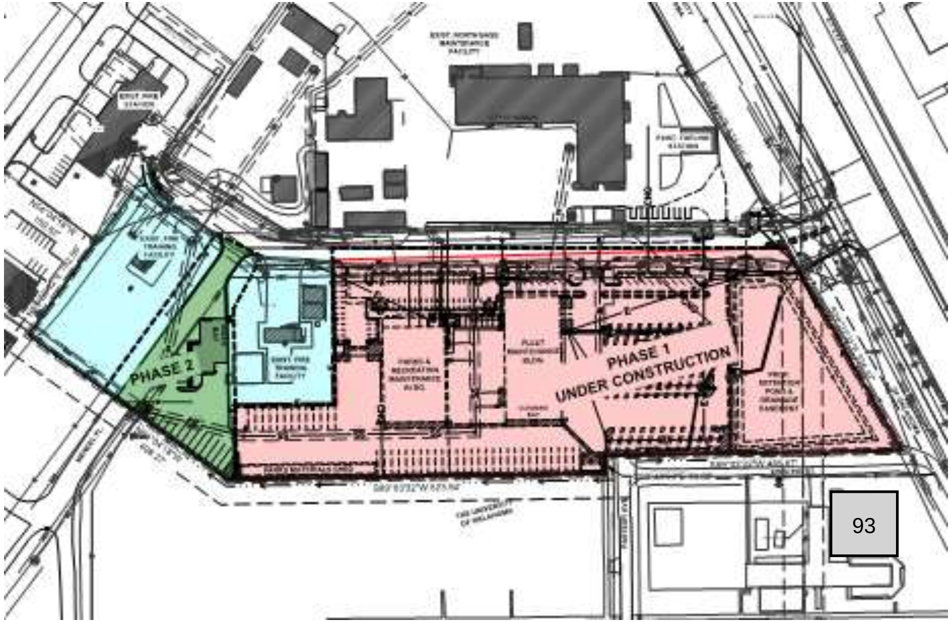
City staff currently working to establish detailed project scope and cost estimates

Future Traffic Signals

- 31 signals have been identified through traffic studies prepared over the years
- 9, shown in yellow, are on ODOT controlled roadways
- 22, shown in white, are on city controlled roadways
- Many have traffic impact fees collected from developments

Proposed City Vehicle Wash Facility

- Annual cost to wash city vehicles = $100,000
- Reduced operational costs for city departments
- Environmental impacts of vehicle washing
- Estimated Construction Cost = $1,500,000
- Current Funding Identified:
  - NUA Wash Facility Funds = $540,000
  - FTA ARPA Funds= $480,000 (estimate)
  - Needed FYE 2022 Funds = $480,000



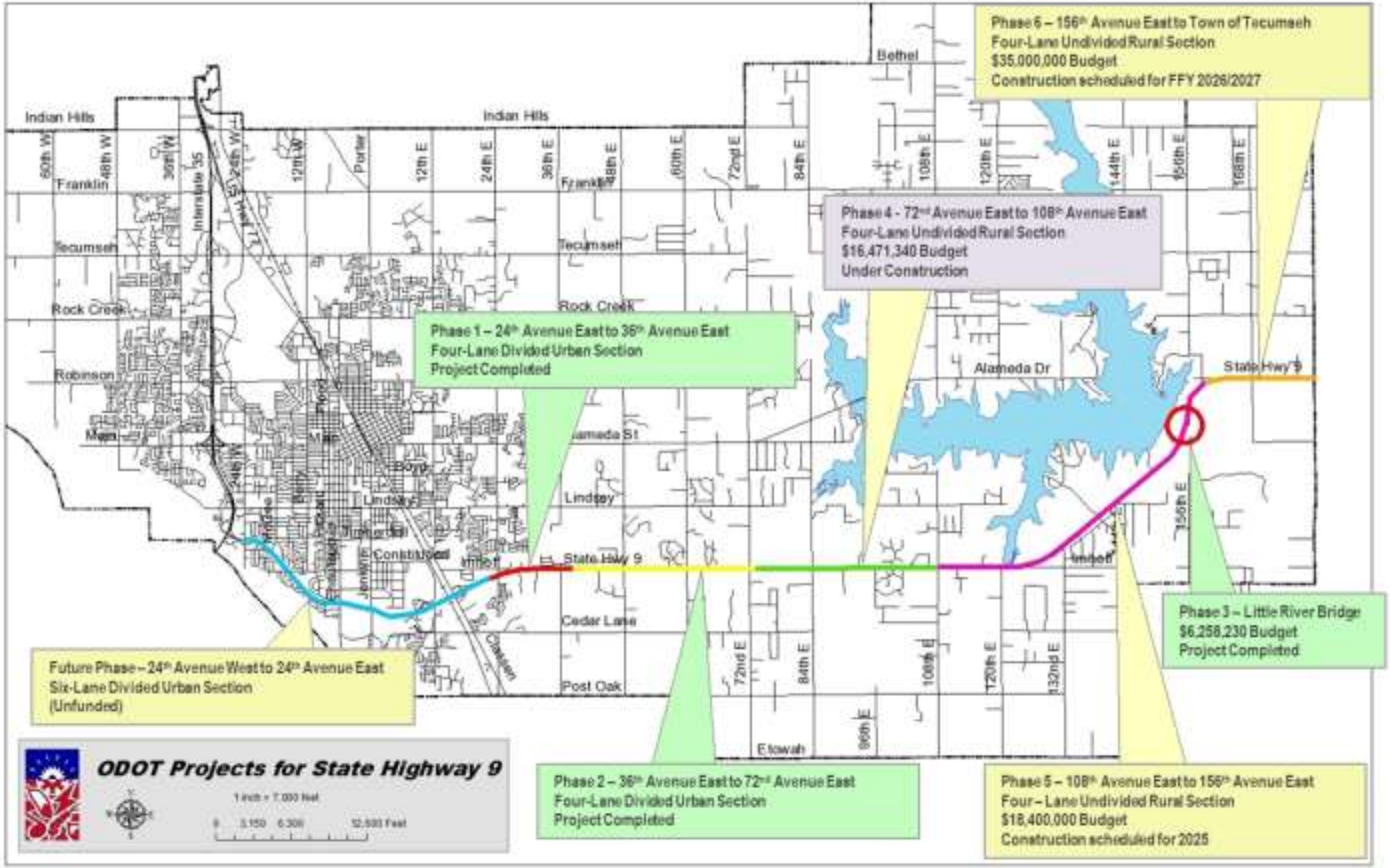
City Fleet Fueling Facility

Background

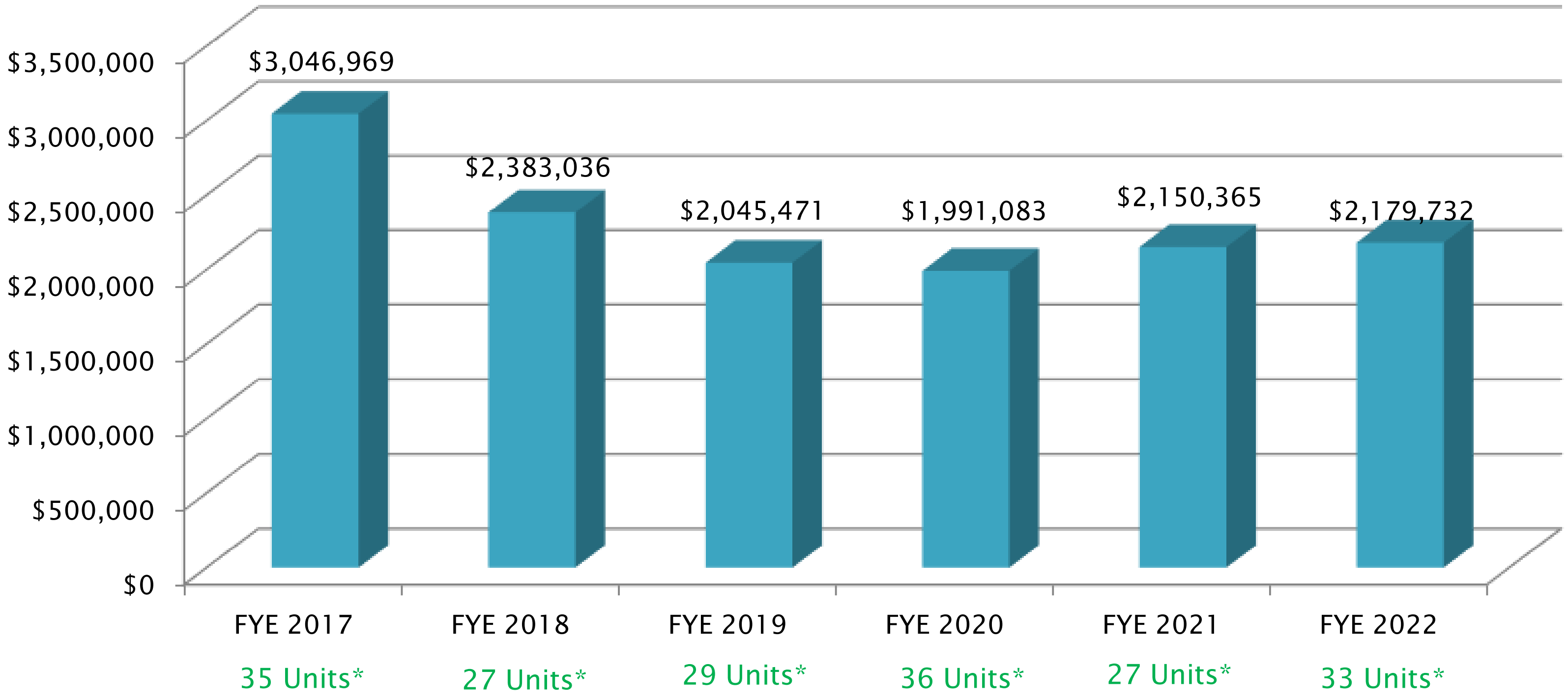
- Constructed and registered with the Oklahoma Corporation Commission in 1998
- Fiberglass Reinforced underground storage tanks life expectancy and warranty is 30 years, or 2028
- Fuel storage 10,000 gallons of Diesel and 10,000 gallons of Unleaded
- Dispenses approximately 500,000 gallons of fuel annually to over 793 city vehicles/equipment

Challenges

- Fuel line encasements have failed allowing ground water to lay on top of pumps
- Critical repairs needed in the next 3 years are estimated at $350,000 to $500,000
- Alternative fuels such as ethanol and biodiesel not available due to lack of tanks
- Limited tank/storage capacity for a growing fleet
- No option for bulk Diesel Exhaust Fluid (DEF)
- Fuel islands are deteriorating
- Replacement cost ($1,650,000)


Phase 6 – 156th Avenue East to Town of Tecumseh
Four-Lane Undivided Rural Section
$35,000,000 Budget
Construction scheduled for FFY 2026/2027
Phase 4 - 72nd Avenue East to 108th Avenue East
Four-Lane Undivided Rural Section
$16,471,340 Budget
Under Construction
Phase 1 – 24th Avenue East to 36th Avenue East
Four-Lane Divided Urban Section
Project Completed
Phase 3 – Little River Bridge
$6,258,230 Budget
Project Completed
Future Phase – 24th Avenue West to 24th Avenue East
Six-Lane Divided Urban Section
(Unfunded)
ODOT Projects for State Highway 9
Phase 2 – 36th Avenue East to 72nd Avenue East
Four-Lane Divided Urban Section
Project Completed
Phase 5 – 108th Avenue East to 156th Avenue East
Four – Lane Undivided Rural Section
$18,400,000 Budget
Construction scheduled for 2025
Indian Hills
Bethel
Franklin
Tecumseh
Rock Creek
Robinson
Main
Alameda Dr
Alameda St
Lindsey
State Hwy 9
Cedar Lane
Post Oak
Etowah
Interstate 35

City Vehicle Replacement Program



*Units are not directly comparable as some vehicles/pieces of equipment are more expensive than others

Capital Improvement Projects Fund
Recurring Projects Proposed in FYE 2023

Capital Outlay	$3,844,797
Street Maintenance	$2,305,377
Maintenance of Existing Facilities	$ 165,000
Storm water Drainage Maintenance	$1,875,000
Personnel	$1,384,316
ODOT Audit Adjustments	$ 100,000
ADA Sidewalk Compliance & Repair	$ 300,000
Bridge Maintenance	$ 500,000
Driveway Repairs	$ 10,000
Street Striping	$ 120,000
Traffic Calming	$ 50,000
Community/Neighborhood Improvements	$ 100,000
Building Maint. Mech./Electrical	$ 75,000
GIS Mapping Update	$ 145,000
TOTAL	$10,974,490

Capital Improvements Fund
Upcoming Significant Projects in FYE 22

- Porter Avenue Streetscape ($1,911,164)
- James Garner Phase II ($4,853,440)
- Traffic Management Center ($2,400,000)
- Municipal Complex Renovation

Public Safety Sales Tax Fund
Projects Underway Fiscal Year 2021-2022

- Emergency Radio Communications – Project closed June 2021 ($15,000,000)…$5,000,000 maintenance over next 15 years
- Emergency Communications Center ($6,500,000 from PSST; $1,155,804 from radio project; $9,500,000 from ARPA; $17,155,804 TOTAL)
  - Schematic Design complete. Project management selected. CMAR selection in progress.
  - Groundbreaking in 2022
- Fire Apparatus Replacement – ($760,000 year)

Public Safety Sales Tax Fund
Fire Apparatus Replacement Schedule

	Budget	Actual
FYE 2016 - Elevated Platform	$1,106,700	$1,105,943
FYE 2017 - Fire Engine	$540,000	$523,853
FYE 2018 - Fire Engine	$625,000	$622,079
FYE 2019 - Pumper/Tanker	$725,000	$724,974
FYE 2020 - Pumper/Tanker	$750,000	$735,474
FYE 2021 – Air and Light Unit, Pub Ed	$800,000	$471,500
FYE 2022 – Fire Engine	$760,000	TBD
FYE 2023 – Fire Engine	$785,000	TBD
FYE 2024 – Ladder	$1,800,000	TBD

* Fire Station 5 Relocation/Construction/Staffing

NORMAN FORWARD Sales Tax Fund Projects Completed in FYE 2022

- Rotary Park Renovation
- Ruby Grant Community Park
- Blake Baldwin Skate Park

NORMAN FORWARD Sales Tax Fund Projects Underway in FYE 2022

- Griffin Park
- Young Family Athletic Center
- Reaves Park Baseball/Softball Complex
- New Neighborhood Park Development (Summit Valley & Bellatona)
- Existing Neighborhood Park Renovation (Cherry Creek, Vineyard, Earl Sneed)
- James Garner Avenue -- Flood to Acres
- Senior Wellness Center (SE Corner of NRHS Porter Campus)
- Ruby Grant Football Fields (NF Community Sports Park Fund)

Ruby Grant Park

Blake Baldwin Skate Park

NORMAN FORWARD Sales Tax Fund
Upcoming Projects

- Griffin Park Phases 5 & 6

  ($7,100,000)
- New Park Neighborhood Development

  ($2,000,000)
- Lease Payments - Griffin Park

  ($80,000/year; $2,400,000 total)
- Canadian River Nature Park

  ($2,000,000)
- James Garner Phase 2 Flood Avenue to Acres Street ($1,800,000)
- New Trail Development

  ($6,000,000)
- Senior Wellness Center

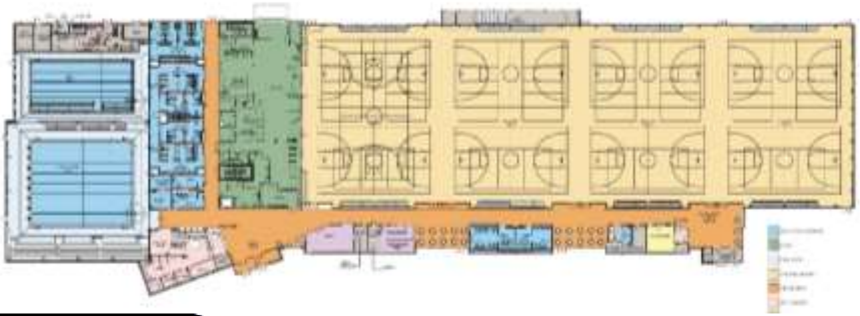
  $12.4 million (NF Lease Savings $7.6 million; $4.8 million Cares Act)
- Saxon Park

  ($2,000,000)
- Young Family Athletic Center

  $39 million (NF $22.5 million; Hotel Motel Tax $3.8 million; NRHS $6.7 million; Young Family $4 million; New Trail Development $1.8 million)

  $1,000,000 overrun due to steel prices

Young Family Athletic Center



Senior Wellness Center

Room Tax Fund – Parks Project Portion
Upcoming Significant Projects in FYE 22

- Westwood Tennis Improvements ($85,000)
- Remaining Debt on 2002 NMA Golf Course Bonds Retired on June 1, 2022
- NMA Bond for Young Family Athletic Center ($3.8 million)

ARPA Funding

Use	Amount	
Emergency Operations Center	$9,500,000	* Appropriated 7/27/21
Norman Arts Council	$ 100,000	* Appropriated 8/24/21
COVID Vaccine Incentives	$ 500,000	* Appropriated 9/14/21
Affordable Housing	$4,500,000	* Reed Avenue, Esmerald Green Apts., Modular Housing
Non-profit Support	$1,900,000	* $500,000 Virtue Center, $500,000 Food & Shelter, $900,000 for applicants
718 N. Porter Remediation	$1,800,000	
Storm Water Projects	$3,000,000	
Entrepreneur Grants	$1,000,000	
Teen CEO Program	$ 100,000	
	$22,400,000	

Upcoming Challenges

- I-35 Corridor Study (Norman/Moore/ODOT)
- Public Transportation
  - Regional Transportation Authority (RTA)
  - Bus Transfer Station
  - Replacement Buses
  - Recommendations from Transit Study
  - Purchasing Land for Stations; Zoning
- New Traffic Signals on State Highways & City Arterials
- Fleet replacement
- Fire Station #10 (Staffing)
- Bridge Replacements
- Stormwater Infrastructure
- Fleet Fueling Facility
- Sidewalk Gaps
- Escalating Construction Costs

Next Steps

- **February 15, 2022**
  - **Discussion on proposed new projects**
- May 3, 2022
  - Review of final proposed Capital Budget for FYE 2023 and Capital Improvements Plan for FYE 2024-2027

QUESTIONS
COMMENTS
PROJECT REQUESTS

More Info at:
www.NormanOK.gov

CITY OF NORMAN, OK

STAFF REPORT

MEETING DATE: 11/18/2021

REQUESTER: Anthony Francisco, Director of Finance

PRESENTER: Anthony Francisco, Director of Finance

ITEM TITLE: DISCUSSION REGARDING THE MONTHLY REVENUE AND EXPENDITURES REPORTS.

Item 3.

SUMMARY OF MAJOR GENERAL FUND REVENUE SOURCES
VS. BUDGET, FYE 2022 - AS OF OCTOBER 31, 2021

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
Sales Tax	46,157,708	15,172,039	4,895,886	18,627,957	22.78%	14,980,643	24.35%
Use Tax	9,188,804	2,930,071	874,873	3,155,755	7.70%	2,734,865	15.39%
Franchise Taxes/Fees	6,743,093	2,370,373	674,354	2,439,515	2.92%	2,382,258	2.40%
Licenses and Permits	1,125,425	289,212	121,897	358,768	24.05%	371,977	-3.55%
Shared (Other) Taxes	2,559,900	853,300	305,229	1,074,571	25.93%	9,805,446	-89.04%
Fines and Forfeitures	1,514,396	504,799	114,994	425,089	-15.79%	562,634	-24.45%
Investment/Interest Income	185,711	61,904	2,525	6,371	-89.71%	20,898	-69.51%
TOTAL: General Fund (Major)	67,475,037	22,181,696	6,989,757	26,088,028	17.61%	30,858,720	-15.46%

SUMMARY OF MAJOR CAPITAL PROJECT FUND REVENUE SOURCES
VS. BUDGET, FYE 2022 - AS OF OCTOBER 31, 2021

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
Sales Tax	13,960,772	4,588,906	1,490,052	5,669,378	23.55%	4,559,326	24.35%
Investment/Interest Income	700,000	233,333	7,135	36,930	-84.17%	297,817	-87.60%
TOTAL: Capital Fund (Major)	14,660,772	4,822,239	1,497,187	5,706,308	18.33%	4,857,143	17.48%

SUMMARY OF MAJOR NORMAN FORWARD FUND REVENUE SOURCES
VS. BUDGET, FYE 2022 - AS OF OCTOBER 31, 2021

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
Sales Tax	9,892,637	3,251,710	1,064,323	4,049,556	24.54%	3,256,661	24.35%
Use Tax	1,552,347	495,003	145,812	525,959	6.25%	455,811	15.39%
Investment/Interest Income	15,000	5,000	8,338	39,651	693.02%	57,617	-31.18%
TOTAL: Capital Fund (Major)	11,459,984	3,751,713	1,218,473	4,615,166	23.01%	3,770,089	22.42%

SUMMARY OF MAJOR ROOM TAX FUND REVENUE SOURCES
VS. BUDGET, FYE 2022 - AS OF OCTOBER 31, 2021

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
Hotel/Motel Room Tax	1,312,500	437,500	157,714	579,586	32.48%	321,356	80.36%
Investment/Interest Income	2,500	833	118	483	-42.01%	-	100.00%
TOTAL: Room Tax Fund	1,315,000	438,333	157,832	580,069	32.34%	321,356	80.51%

SUMMARY OF MAJOR WESTWOOD FUND REVENUE SOURCES
VS. BUDGET, FYE 2022 - AS OF OCTOBER 31, 2021

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
Golf Green	676,789	280,088	43,818	236,650	-15.51%	247,981	-4.57%
Golf Driving Range	146,756	58,611	9,961	54,499	-7.02%	69,941	-22.08%
Golf Carts	383,276	167,447	25,095	134,823	-19.48%	145,705	-7.47%
Swimming Pool	896,459	394,324	-	217,164	-44.93%	103,363	110.10%
TOTAL: Westwood Fund (Major)	2,103,280	900,470	78,874	643,135	-28.58%	566,990	13.43%

SUMMARY OF MAJOR WATER FUND REVENUE SOURCES
VS. BUDGET, FYE 2022 - AS OF OCTOBER 31, 2021

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
User Fees-Residential	17,621,644	7,807,287	2,068,432	7,621,824	-2.38%	7,487,989	1.79%
User Fees-Commercial	2,904,004	968,001	281,476	1,006,113	3.94%	936,990	7.38%
User Fees-Industrial	387,933	129,311	24,910	206,531	59.72%	179,782	14.88%
User Fees-Institutional	1,075,076	358,359	(62,702)	(245,730)	-168.57%	149,221	-264.67%
Connection Fees	670,000	223,333	86,002	243,820	9.17%	542,337	-55.04%
Capital Improvement Charges	1,393,776	464,592	204,103	772,352	66.24%	367,156	110.36%
Investment/Interest Income	120,000	40,000	9,297	45,266	13.17%	81,551	-44.49%
TOTAL: Water Fund (Major)	24,172,433	9,990,883	2,611,518	9,650,177	-3.41%	9,745,026	-0.97%

SUMMARY OF MAJOR WATER RECLAMATION FUND REVENUE SOURCES
VS. BUDGET, FYE 2022 - AS OF OCTOBER 31, 2021

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
User Fees-Residential	8,388,848	2,796,283	705,586	2,799,150	0.10%	2,740,553	2.14%
User Fees-Commercial	1,462,010	487,337	154,649	568,904	16.74%	491,299	15.80%
User Fees-Industrial	180,418	60,139	18,330	107,831	79.30%	75,213	43.37%
User Fees-Institutional	1,095,133	365,044	9,195	98,696	-72.96%	221,153	-55.37%
Capital Improvement Charges	832,483	277,494	29,829	119,097	-57.08%	428,749	-72.22%
Investment/Interest Income	50,000	16,667	2,432	13,065	-21.61%	30,838	-57.63%
TOTAL: Water Reclamation Fund (Major)	12,008,892	4,002,964	920,021	3,706,743	-7.40%	3,987,806	-7.05%

SUMMARY OF MAJOR SEWER MAINTENANCE FUND REVENUE SOURCES
VS. BUDGET, FYE 2022 - AS OF OCTOBER 31, 2021

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
Sewer Maintenance Fee	3,062,319	1,012,250	262,895	1,051,552	3.88%	1,032,023	1.89%
TOTAL: Sewer Maintenance Fund (Major)	3,062,319	1,012,250	262,895	1,051,552	3.88%	1,032,023	1.89%

SUMMARY OF MAJOR NEW DEVELOPMENT EXCISE FUND REVENUE SOURCES
VS. BUDGET, FYE 2022 - AS OF OCTOBER 31, 2021

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
WW Excise Tax (Residential)	1,100,000	357,886	139,172	425,560	18.91%	692,301	-38.53%
WW Excise Tax (Commercial)	300,000	100,000	168,669	221,573	121.57%	152,756	45.05%
TOTAL: New Development Excise Fund (Major)	1,400,000	457,886	307,841	647,133	41.33%	845,057	-23.42%

SUMMARY OF MAJOR SANITATION FUND REVENUE SOURCES
VS. BUDGET, FYE 2022 - AS OF OCTOBER 31, 2021

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
User Fees-Residential	8,174,440	2,724,813	628,608	2,526,514	-7.28%	2,619,472	-3.55%
User Fees-Commercial	3,737,221	1,245,740	356,692	1,409,211	13.12%	1,175,484	19.88%
User Fees-Industrial	169,992	56,664	-	-	-100.00%	40,621	-100.00%
User Fees-Institutional	494,497	164,832	31,285	101,198	-38.61%	115,663	-12.51%
User Fees-Transfer Station	609,632	203,211	111,338	494,402	143.30%	393,956	25.50%
User Fees - Recycling	1,259,502	419,834	101,469	405,708	-3.36%	400,319	1.35%
Recycled Material Sales	226,335	75,445	21,310	73,849	-2.12%	28,227	161.63%
Investment/Interest Income	300,000	100,000	4,450	22,184	-77.82%	45,574	-51.32%
TOTAL: Sanitation Fund (Major)	14,971,619	4,990,540	1,255,152	5,033,066	0.85%	4,819,315	4.44%

SUMMARY OF MAJOR FUND EXPENDITURES VS. BUDGET
VS. BUDGET, FYE 2022 - AS OF OCTOBER 31, 2021

FUND	TOTAL BUDGET	PROJECTED TO DATE *	Current Month Expended	EXPENDED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
General Fund	91,599,924	30,533,308	8,316,583	27,293,246	-10.61%	27,158,096	0.50%
Capital Fund	90,304,946	30,101,649	3,524,083	13,880,317	-53.89%	6,107,622	127.26%
Norman Forward Fund	74,789,772	24,929,924	895,691	6,117,803	-75.46%	5,590,160	9.44%
Westwood Fund	2,462,132	820,711	368,706	1,343,133	63.65%	793,143	69.34%
Water Fund	60,549,206	20,183,069	1,531,093	6,171,940	-69.42%	6,716,030	-8.10%
Water Reclamation Fund	42,440,948	14,146,983	969,344	3,670,745	-74.05%	3,830,185	-4.16%
Sanitation Fund	24,324,426	8,108,142	1,626,949	4,496,117	-44.55%	4,037,449	11.36%
	(Adjusted Budget)						

* Based on historical collection patterns (where known), or based on proportion of the fiscal year elapsed.

GENERAL FUND:
As of October 31, 2021

	Original Budget - Annual	Adjusted budget - Annual	YTD Actual - 4 Month	Unencumb Balance
Beginning Fund Balance	2,502,276	3,200,649	$ 3,200,649	
REVENUES:				
Revenue	82,638,642	82,638,642	28,565,023	
Transfers In	6,050,665	9,258,876	2,020,190	
Total Revenue	88,689,307	91,897,518	30,585,213	
EXPENDITURES:				
Salary / Benefits	60,350,685	60,376,485	20,368,457	40,008,028
Supplies / Materials	5,951,091	6,682,830	1,425,462	4,533,319
Services / Maintenance	12,831,712	14,536,161	3,409,511	8,827,277
Internal Services	3,443,801	3,443,801	807,160	2,636,640
Capital Equipment	3,769,409	4,749,700	679,007	1,998,883
Transfers Out	1,810,947	1,810,947	603,649	1,207,298
Employee Turnover Savings	(800,000)	(800,000)		
Supplies/Materials/Svs/Maint Savings	-	-		
Total Expenditures	87,357,645	90,799,924	27,293,246	59,211,445
Net Difference	1,331,662	1,097,594	3,291,967	
Ending Fund Balance	$ 3,833,938	$ 4,298,243	$ 6,492,616	

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RAINY DAY FUND:
As of October 31, 2021

	Original Budget - Annual	Adjusted budget - Annual	YTD Actual - 4 Month
Beginning Fund Balance	$ 4,074,175	$ 4,027,066	$ 4,027,066
REVENUES:			
Revenue	50,000	50,000	5,339
Transfers In	-	-	-
Total Revenue	50,000	50,000	5,339
EXPENDITURES:			
Transfers Out	-	-	-
Total Expenditures	-	-	-
Net Difference	50,000	50,000	5,339
Ending Fund Balance	$ 4,124,175	$ 4,077,066	$ 4,032,405
Rainy Day Target - 4%			3,440,406

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PUBLIC SAFETY SALES TAX FUND:
As of October 31, 2021

	Original Budget - Annual	Adjusted budget - Annual	YTD Actual - 4 Month	Unencumb Balance
Beginning Fund Balance	$ -	$ 8,846,480	$ 8,846,480	
REVENUES:				
Revenue	12,221,302	12,221,302	4,576,071	
Transfers In	1,499,870	3,024,127	499,957	
Total Revenue	13,721,172	15,245,429	5,076,028	
EXPENDITURES:				
Salary / Benefits	9,217,631	9,217,631	3,228,964	5,988,667
Supplies / Materials	351,006	432,054	70,466	220,509
Services / Maintenance	288,960	377,174	157,088	161,504
Internal Services	375,486	375,486	97,817	277,669
Capital Equipment	358,747	1,441,508	498,847	370,130
Capital Project	760,000	6,903,688	47,051	6,535,195
Debt Service	2,369,342	2,369,342	1,184,918	1,184,424
Transfers Out	-	-	-	-
Total Expenditures	13,721,172	21,116,883	5,285,151	14,738,098
Net Difference	-	(5,871,454)	(209,123)	
Ending Fund Balance	$ -	$ 2,975,026	$ 8,637,357	

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ROOM TAX FUND:
As of October 31, 2021

	Original Budget - Annual	Adjusted budget - Annual	YTD Actual - 4 Month	Unencumb Balance
Beginning Fund Balance	$ 194,002	$ 319,614	$ 319,614	
REVENUES:				
Revenue	1,315,000	1,315,000	4,502,933	
Transfers In	-	-	12,052	
Total Revenue	1,315,000	1,315,000	4,514,985	
EXPENDITURES:				
Services / Maintenance	946,800	1,055,674	420,800	-
Internal Services	52,500	52,500	18,629	33,871
Capital Projects	87,000	358,270	31,091	295,618
Debt Service	-	-	80,317	(80,317)
Transfers Out	209,444	-	-	209,444
Total Expenditures	1,295,744	1,466,444	550,837	458,616
Net Difference	19,256	(151,444)	3,964,148	
Ending Fund Balance	$ 213,258	$ 168,170	$ 4,283,762	

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WESTWOOD FUND:
As of October 31, 2021

	Original Budget - Annual	Adjusted budget - Annual	YTD Actual - 4 Month	Unencumb Balance
Beginning Fund Balance	$ 42,605	$ 185,631	$ 185,631	
REVENUES:				
Revenue	2,127,352	2,162,352	824,710	
Transfers In	376,274	131,830	55,610	
Total Revenue	2,503,626	2,294,182	880,320	
EXPENDITURES:				
Salary / Benefits	1,316,466	1,316,466	630,895	685,571
Supplies / Materials	330,126	341,834	149,313	171,083
Services / Maintenance	293,407	312,502	232,207	2,003
Internal Services	43,181	43,181	13,963	29,218
Capital Equipment	131,830	238,705	106,302	90,804
Capital Projects	-	-	-	-
Debt Service	209,444		198,403	11,041
Transfers Out	-	-	12,052	(12,052)
Employee Turnover Savin	(34,215)	(34,215)		
Supplies/Materials/Svs/Ma	(34,215)	(34,215)		
Total Expenditures	2,256,024	2,184,258	1,343,135	977,668
Net Difference	247,602	109,924	(462,815)	
Ending Fund Balance	$ 290,207	$ 295,555	$ (277,184)	

WATER FUND:
As of October 31, 2021

	Original Budget - Annual	Adjusted budget - Annual	YTD Actual - 4 Month	Unencumb Balance
Beginning Fund Balance	$ 7,530,865	$ 34,198,365	$ 34,198,365	
REVENUES:				
Revenue	26,840,527	32,720,325	11,541,806	
Transfers In	-	-	-	
Total Revenue	26,840,527	32,720,325	11,541,806	
EXPENDITURES:				
Salary / Benefits	4,583,708	4,583,708	1,456,641	3,127,067
Supplies / Materials	3,002,384	3,187,716	895,141	2,057,199
Services / Maintenance	2,670,863	3,159,791	760,196	1,819,887
Internal Services	237,511	237,511	50,103	187,408
Cost Allocation	2,081,271	2,081,271	446,332	1,634,939
Capital Equipment	548,100	633,722	286,639	201,595
Capital Projects	11,270,701	39,864,840	1,042,019	32,236,641
Debt Service	5,571,847	5,572,146	795,775	4,776,072
Transfers Out	1,228,500	1,228,500	409,500	819,000
Employee Turnover Savings	(68,756)	(68,756)		
Total Expenditures	31,126,129	60,480,449	6,142,346	46,859,808
Net Difference	(4,285,602)	(27,760,124)	5,399,460	
Ending Fund Balance	$ 3,245,263	$ 6,438,241	$ 39,597,825	

WATER RECLAMATION FUND:
As of October 31, 2021

	Original Budget - Annual	Adjusted budget - Annual	YTD Actual - 4 Month	Unencumb Balance
Beginning Fund Balance	$ 892,502	$ 9,821,760	$ 9,821,760	
REVENUES:				
Revenue	13,936,263	13,936,263	3,936,473	
Transfers In	-	-	-	
Total Revenue	13,936,263	13,936,263	3,936,473	
EXPENDITURES:				
Salary / Benefits	3,526,205	3,526,205	1,192,218	2,333,987
Supplies / Materials	582,178	621,446	236,856	359,605
Services / Maintenance	1,379,026	1,493,886	428,245	766,860
Internal Services	201,264	201,264	54,451	146,813
Cost Allocation	1,978,169	1,978,169	449,825	1,528,344
Capital Equipment	615,850	663,321	227,916	424,978
Capital Projects	3,670,000	14,086,011	383,920	9,074,525
Debt Service	2,257,294	2,257,294	155,809	2,101,485
Transfers Out	625,754	625,754	208,585	417,169
Employee Turnover Savings	(52,893)	(52,893)		
Total Expenditures	14,782,847	25,400,457	3,337,825	17,153,766
Net Difference	(846,584)	(11,464,194)	598,648	
Ending Fund Balance	$ 45,918	$ (1,642,434)	$ 10,420,408	

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SEWER MAINTENANCE FUND:
As of October 31, 2021

	Original Budget - Annual	Adjusted budget - Annual	YTD Actual - 4 Month	Unencumb Balance
Beginning Fund Balance	$ 1,671,954	$ 12,267,822	$ 12,267,822	
REVENUES:				
Revenue	3,062,319	3,062,319	1,065,076	
Transfers In	-	-	-	
Total Revenue	3,062,319	3,062,319	1,065,076	
EXPENDITURES:				
Salary / Benefits	73,971	73,971	24,459	49,512
Supplies / Materials	2,625	2,625	443	2,182
Services / Maintenance	4,825	4,825	166	4,659
Internal Services	800	800	-	800
Cost Allocation	-	-	-	-
Capital Equipment	-	-	-	-
Capital Projects	2,800,000	13,169,911	131,702	11,262,303
Audit Adjustments	-	-	-	-
Employee Turnover Savings	-	-		
Total Expenditures	2,882,221	13,252,132	156,770	11,319,456
Net Difference	180,098	(10,189,813)	908,306	
Ending Fund Balance	$ 1,852,052	$ 2,078,009	$ 13,176,128	

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NEW DEVELOPMENT EXCISE FUND:
As of October 31, 2021

		Original Budget - Annual		Adjusted budget - Annual		YTD Actual - 4 Month	Unencumb Balance
Beginning Fund Balance	$	4,055,086	$	6,821,107	$	6,821,107	
REVENUES:							
Revenue		1,470,000		1,470,000		656,308	
Transfers In		-		-		-	
Total Revenue		1,470,000		1,470,000		656,308	
EXPENDITURES:							
Services / Maintenance		-		-		-	-
Capital Projects		105,000		1,832,325		-	1,802,325
Debt Service		1,903,141		1,903,141		149,973	1,753,168
Audit Adjustments		-		-		-	-
Total Expenditures		2,008,141		3,735,466		149,973	3,555,493
Net Difference		(538,141)		(2,265,466)		506,335	
Ending Fund Balance	$	3,516,945	$	4,555,641	$	7,327,442	

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SANITATION FUND:
As of October 31, 2021

	Original Budget - Annual	Adjusted budget - Annual	YTD Actual - 4 Month	Unencumb Balance
Beginning Fund Balance	$ 9,095,511	$ 16,465,191	$ 16,465,191	
REVENUES:				
Revenue	16,076,334	16,076,334	5,491,779	
Transfers In	-	-	-	
Total Revenue	16,076,334	16,076,334	5,491,779	
EXPENDITURES:				
Salary / Benefits	4,601,713	4,601,713	1,686,373	2,915,340
Supplies / Materials	1,094,725	1,096,201	335,625	757,016
Services / Maintenance	4,111,357	4,125,862	1,054,034	3,058,225
Internal Services	807,362	807,362	146,965	660,397
Cost Allocation	1,578,214	1,578,214	342,462	1,235,752
Capital Equipment	4,060,629	5,399,295	161,548	2,888,563
Capital Projects	1,170,000	6,715,779	744,479	5,048,430
Debt Service	-	-	-	-
Transfers Out	-	-	-	-
Total Expenditures	17,424,000	24,324,426	4,471,486	16,563,723
Net Difference	(1,347,666)	(8,248,092)	1,020,293	
Ending Fund Balance	$ 7,747,845	$ 8,217,099	$ 17,485,484	

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CAPITAL FUND:
As of October 31, 2021

	Original Budget - Annual	Adjusted budget - Annual	YTD Actual - 4 Month	Unencumb Balance
	$ 15,190,315	$ 75,000,988	$ 75,000,988	
REVENUES:				
Revenue	66,860,772	67,428,242	6,286,292	
Transfers In	-	-	-	
Total Revenue	66,860,772	67,428,242	6,286,292	
EXPENDITURES:				
Salary / Benefits	1,413,850	1,413,850	420,484	993,366
Supplies / Materials	-	-	-	-
Services / Maintenance	16,499	16,499	538	15,961
Internal Services	200	200	67	133
Capital Equipment	-	-	-	-
Capital Projects	17,331,972	80,727,027	9,832,978	52,609,630
Debt Service	1,582,492	1,582,492	313	1,582,179
Transfers Out	4,408,409	6,564,878	3,625,938	2,938,940
Total Expenditures	24,753,422	90,304,946	13,880,318	58,140,209
Net Difference	42,107,350	(22,876,704)	(7,594,026)	
Ending Fund Balance	$ 57,297,665	$ 52,124,284	$ 67,406,962	

NORMAN FORWARD SALES TAX FUND:
As of October 31, 2021

	Original Budget - Annual	Adjusted budget - Annual	YTD Actual - 4 Month	Unencumb Balance
	$ 37,973,627	$ 65,787,271	$ 65,787,271	
REVENUES:				
Revenue	11,859,984	11,859,984	4,615,166	
Transfers In	-	-	-	
Total Revenue	11,859,984	11,859,984	4,615,166	
EXPENDITURES:				
Salary / Benefits	-	-	-	-
Supplies / Materials	-	-	-	-
Services / Maintenance	1,000,000	1,663,105	257,883	1,000,000
Internal Services	-	-	-	-
Capital Projects	14,030,000	65,155,056	2,163,272	61,216,226
Debt Service	7,586,783	7,586,783	3,568,371	4,018,412
Transfers Out	384,828	384,828	128,276	256,552
Total Expenditures	23,001,611	74,789,772	6,117,802	66,491,190
Net Difference	(11,141,627)	(62,929,788)	(1,502,636)	
Ending Fund Balance	$ 26,832,000	$ 2,857,483	$ 64,284,635	

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Item 3.

SUMMARY OF MAJOR GENERAL FUND EXPENDITURES VS. BUDGET
FYE 2022 - AS OF OCTOBER 31, 2021

DEPARTMENT	TOTAL BUDGET (Adjusted Budget)	PROJECTED TO DATE *	EXPENDED TO DATE	% Var. From Proj To Date
City Council				
Salaries & Benefits	11,627	3,876	3,822	-1.39%
Supplies & Materials	15,948	5,316	1,094	-79.43%
Services & Maintenance	1,463,718	487,906	334,783	-31.38%
Internal Services	24,779	8,260	4,273	-48.26%
Capital Equipment	-	-	-	0.00%
Total	1,516,072	505,357	343,972	-31.93%
City Manager				
Salaries & Benefits	1,139,224	379,741	274,921	-27.60%
Supplies & Materials	23,103	7,701	6,269	-18.60%
Services & Maintenance	2,143,771	714,590	120,263	-83.17%
Internal Services	36,953	12,318	4,262	-65.40%
Capital Equipment	98,053	32,684	14,000	-57.17%
Total	3,441,104	1,147,035	419,715	-63.41%
City Clerk				
Salaries & Benefits	513,264	171,088	176,286	3.04%
Supplies & Materials	6,212	2,071	524	-74.68%
Services & Maintenance	708,556	236,185	131,220	-44.44%
Internal Services	154,000	51,333	29,181	-43.15%
Capital Equipment	-	-	-	0.00%
Total	1,382,032	460,677	337,210	-26.80%
Municipal Court				
Salaries & Benefits	1,117,060	372,353	371,436	-0.25%
Supplies & Materials	14,320	4,773	1,313	-72.49%
Services & Maintenance	73,428	24,476	8,943	-63.46%
Internal Services	32,306	10,769	6,808	-36.78%
Capital Equipment	-	-	-	0.00%
Total	1,237,114	412,371	388,500	-5.79%
Legal				
Salaries & Benefits	984,012	328,004	342,093	4.30%
Supplies & Materials	12,004	4,001	2,461	-38.50%
Services & Maintenance	274,174	91,391	69,095	-24.40%
Internal Services	28,968	9,656	6,233	-35.45%
Capital Equipment	-	-	-	0.00%
Total	1,299,158	433,053	419,882	-3.04%

DEPARTMENT	TOTAL BUDGET	PROJECTED TO DATE *	EXPENDED TO DATE	% Var. From Proj To Date
I.T.				
Salaries & Benefits	1,603,448	534,483	532,436	-0.38%
Supplies & Materials	53,028	17,676	7,158	-59.50%
Services & Maintenance	1,425,234	475,078	523,096	10.11%
Internal Services	17,330	5,777	4,147	-28.22%
Capital Equipment	311,210	103,737	105,697	1.89%
Total	3,410,250	1,136,750	1,172,534	3.15%
Finance				
Salaries & Benefits	2,437,401	812,467	853,223	5.02%
Supplies & Materials	70,658	23,553	9,948	-57.76%
Services & Maintenance	1,017,163	339,054	223,021	-34.22%
Internal Services	253,312	84,437	57,059	-32.42%
Capital Equipment	45,163	15,054	6,407	-57.44%
Total	3,823,697	1,274,566	1,149,657	-9.80%
Human Resources				
Salaries & Benefits	662,036	220,679	226,509	2.64%
Supplies & Materials	30,387	10,129	7,531	-25.65%
Services & Maintenance	330,927	110,309	43,832	-60.26%
Internal Services	53,604	17,868	9,555	-46.52%
Capital Equipment	3,625	1,208	382	-68.41%
Total	1,080,579	360,193	287,810	-20.10%
Planning				
Salaries & Benefits	3,395,378	1,131,793	1,088,236	-3.85%
Supplies & Materials	50,334	16,778	9,912	-40.92%
Services & Maintenance	326,667	108,889	161,869	48.66%
Internal Services	151,558	50,519	36,538	-27.68%
Capital Equipment	16,173	5,391	3,560	-33.96%
Total	3,940,110	1,313,370	1,300,115	-1.01%
Public Works				
Salaries & Benefits	9,059,178	3,019,726	2,948,920	-2.34%
Supplies & Materials	4,523,113	1,507,704	899,169	-40.36%
Services & Maintenance	3,147,314	1,049,105	569,373	-45.73%
Internal Services	854,640	284,880	209,672	-26.40%
Capital Equipment	2,076,430	692,143	328,640	-52.52%
Total	19,660,675	6,553,558	4,955,774	-24.38%

DEPARTMENT	TOTAL BUDGET	PROJECTED TO DATE *	EXPENDED TO DATE	% Var. From Proj To Date
Police				
Salaries & Benefits	19,476,797	6,492,266	6,649,907	2.43%
Supplies & Materials	886,134	295,378	214,594	-27.35%
Services & Maintenance	1,701,543	567,181	442,969	-21.90%
Internal Services	914,643	304,881	207,180	-32.05%
Capital Equipment	1,355,390	451,797	120,084	-73.42%
Total	24,334,507	8,111,502	7,634,734	-5.88%
Fire				
Salaries & Benefits	15,330,905	5,110,302	5,326,512	4.23%
Supplies & Materials	384,243	128,081	83,399	-34.89%
Services & Maintenance	476,559	158,853	177,391	11.67%
Internal Services	549,902	183,301	144,128	-21.37%
Capital Equipment	200,184	66,728	34,107	-48.89%
Total	16,941,793	5,647,264	5,765,538	2.09%
Parks & Recreation**				
Salaries & Benefits	4,646,155	1,548,718	1,574,156	1.64%
Supplies & Materials	613,346	204,449	182,089	-10.94%
Services & Maintenance	1,447,106	482,369	603,657	25.14%
Internal Services	371,806	123,935	88,124	-28.90%
Capital Equipment	643,473	214,491	66,131	-69.17%
Total	7,721,886	2,573,962	2,514,156	-2.32%
General Fund				
Salaries & Benefits	60,376,485	20,125,495	20,368,457	1.21%
Supplies & Materials	6,682,830	2,227,610	1,425,462	-36.01%
Services & Maintenance	14,536,160	4,845,387	3,409,511	-29.63%
Internal Services	3,443,801	1,147,934	807,160	-29.69%
Capital Equipment	4,749,701	1,583,234	679,007	-57.11%
Interfund Transfers	1,810,947	603,649	603,649	0.00%
Total	91,599,924	30,533,308	27,293,246	-10.61%

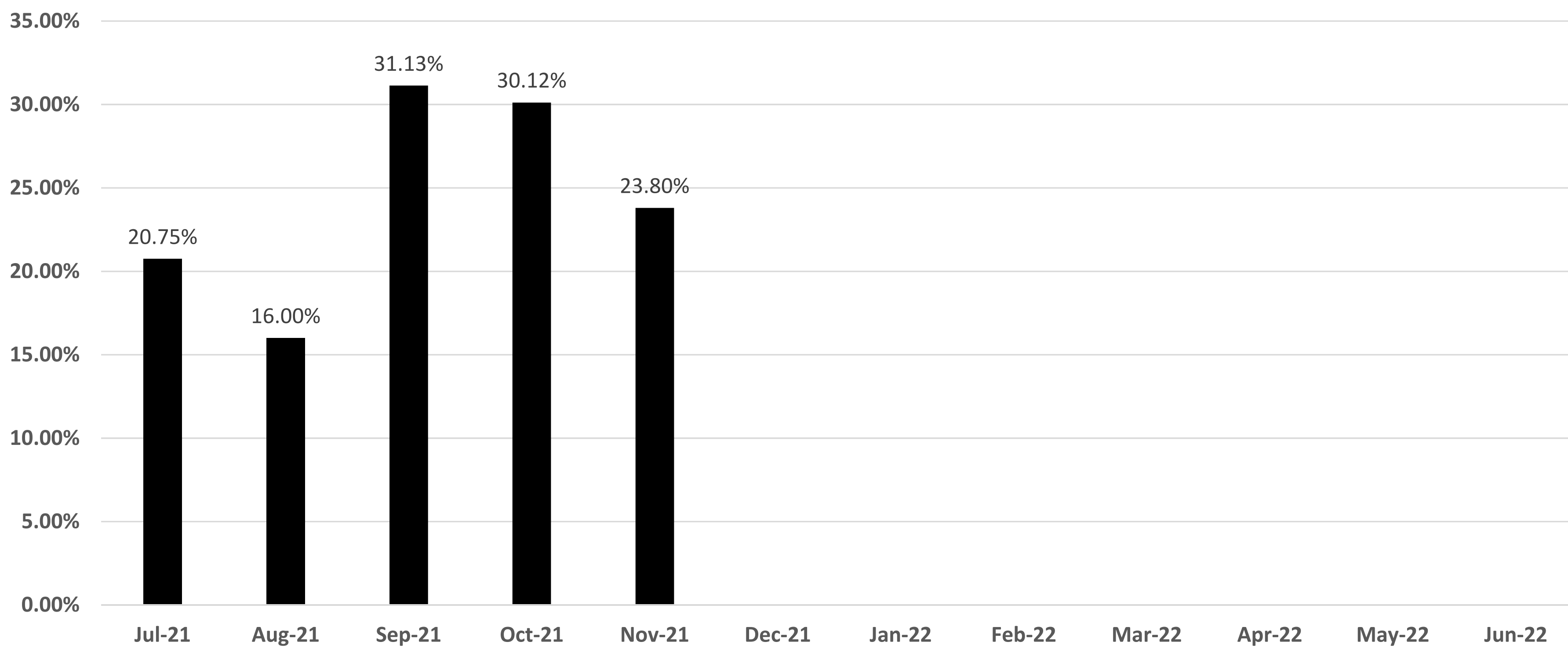
* Based on proportion of the fiscal year elapsed.
** Includes Sooner Theatre, Santa Fe Depot, Firehouse Art Center & Historical Museum

Expenses do not include encumbrances

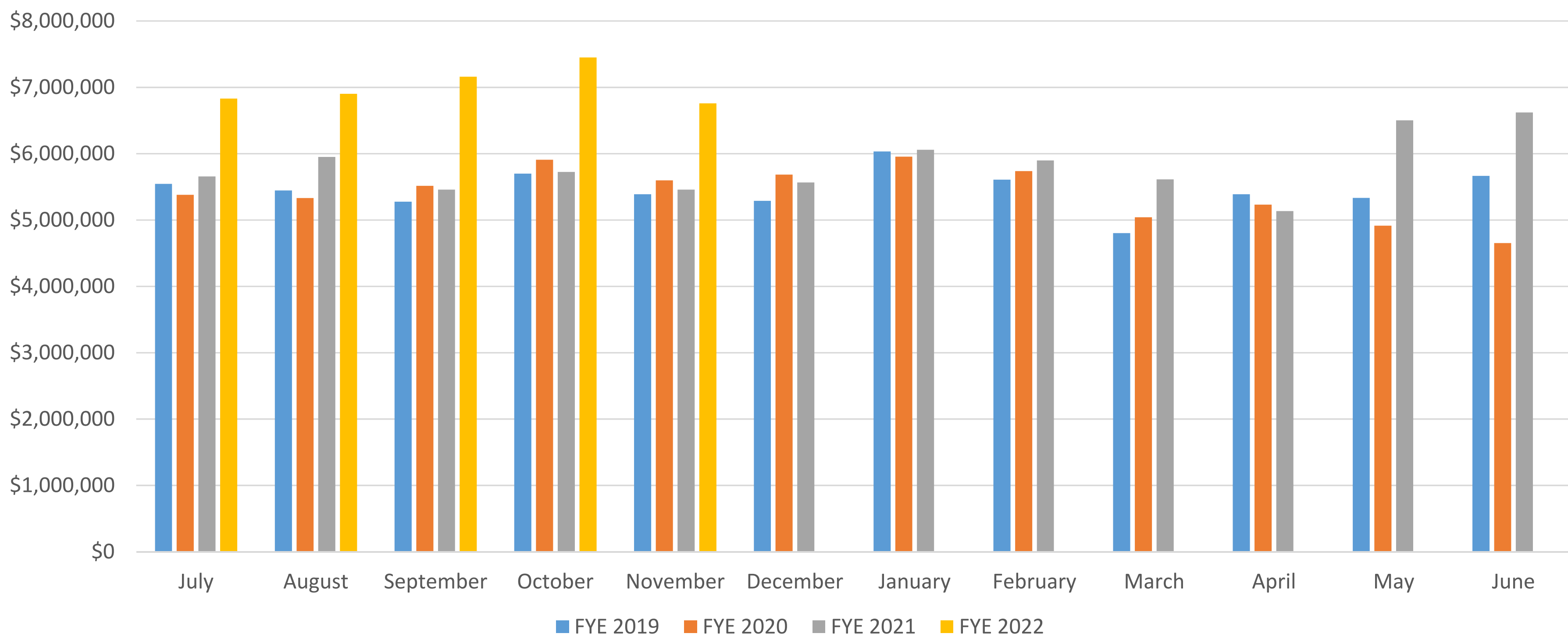
Appropriations from Fund Balance FY22

Fund	Gaining Account	Amount	Agenda Date	Item No.	Project No.	Description
General Fund						
10-29000	10660310-43702	500.00	7/27/2021	19		donation to PD on 11-10-20 from J.M. Williams Rev Trust to be used to purchase awards for PD employees
10-29000	10660270-43115	1,755.00	7/27/2021	19		donation to PD on 3-23-21 from Citizens & Memorials to be used for care of animals at Animal Welfare Center
106-363376	10660322-43136	1,600.00	9/14/2021	11		donation from Armstrong Bank to PD donations acct for expenses incurred for National Night Out Event
Community Development Fund						
21-29000	21240290-44003	12,412.00	9/14/2021	19		Continuum of Care Planning grant from Dept of Housing & Urban Dev for coordination of activities related to homelessness
21-29000	21240021-42003	110,295.00	9/28/2021	19		Emergency Solutions Grant Corona Relief (ESG CR2) for operation of CON emergency shelter
21-29000	21240021-42901	8,105.00	9/28/2021	19		Emergency Solutions Grant Corona Relief (ESG CR2) for operation of CON emergency shelter
21-29000	21240021-43199	13,600.00	9/28/2021	19		Emergency Solutions Grant Corona Relief (ESG CR2) for operation of CON emergency shelter
21-29000	21240021-44110	185,000.00	9/28/2021	19		Emergency Solutions Grant Corona Relief (ESG CR2) for operation of CON emergency shelter
21-29000	21240021-44119	13,800.00	9/28/2021	19		Emergency Solutions Grant Corona Relief (ESG CR2) for operation of CON emergency shelter
21-29000	21240021-44226	2,000.00	9/28/2021	19		Emergency Solutions Grant Corona Relief (ESG CR2) for operation of CON emergency shelter
21-29000	21240021-44227	16,800.00	9/28/2021	19		Emergency Solutions Grant Corona Relief (ESG CR2) for operation of CON emergency shelter
21-29000	21240021-44503	50,400.00	9/28/2021	19		Emergency Solutions Grant Corona Relief (ESG CR2) for operation of CON emergency shelter
Special Grants Fund						
22-11017	22695523-46101	9,500,000.00	7/27/2021	24	BG0083	ARPA grant funds for the construction of the Emergency Operations Center (EOC)
22-29000	22440146-44009	7,000.00	7/27/2021	12		CLG grant for development & support of local historic programs
22-29000	22440146-44604	3,000.00	7/27/2021	12		CLG grant for development & support of local historic programs
22-29000	22440146-44701	250.00	7/27/2021	12		CLG grant for development & support of local historic programs
22-29000	22440146-44821	300.00	7/27/2021	12		CLG grant for development & support of local historic programs
22-29000	22440146-43001	50.00	7/27/2021	12		CLG grant for development & support of local historic programs
22-29000	22440146-44601	150.00	7/27/2021	12		CLG grant for development & support of local historic programs
22-29000	22660117-44754	2,623.00	8/10/2021	18	GP0034	JAG grant pass thru to Clev. Co. Sheriff's office to update several in-car computers
22-29000	22660017-45999	23,603.00	8/10/2021	18	GP0034	JAG grant to purchase new 3-D crime scene scanner
22-11017	22730241-44741	100,000.00	8/24/2021	24		ARPA grant funds to be used for the Norman Arts Council's programs
22-11017	22110303-44730	500,000.00	9/14/2021	23		ARPA grant funds to be used to incentivize Covid 19 vaccinations
22-29000	22660119-42110	84,186.00	9/28/2021	14	GP0126	OHSO grant for NPD to conduct high-visibility enforcement, saturation patrols, etc. for traffic safety and to purchase lidars
22-29000	22660119-42901	6,440.00	9/28/2021	14	GP0126	OHSO grant for NPD to conduct high-visibility enforcement, saturation patrols, etc. for traffic safety and to purchase lidars
22-29000	22660119-45999	11,000.00	9/28/2021	14	GP0126	OHSO grant for NPD to conduct high-visibility enforcement, saturation patrols, etc. for traffic safety and to purchase lidars
22-29000	22660645-45999	30,090.00	9/28/2021	18	GP0044	OKOHS grant to be used to purchase night vision devices
22-29000	22660117-43015	6,000.00	10/26/2021	24	GP0035	DOJ/BJA grant thru JAG for NPD for community engagement events & updating forensic services
22-29000	22660117-43106	6,000.00	10/26/2021	24	GP0035	DOJ/BJA grant thru JAG for NPD for community engagement events & updating forensic services
22-29000	22660117-43699	8,653.00	10/26/2021	24	GP0035	DOJ/BJA grant thru JAG for NPD for community engagement events & updating forensic services
22-29000	22660117-44099	4,130.00	10/26/2021	24	GP0035	DOJ/BJA grant thru JAG for NPD for community engagement events & updating forensic services
22-29000	22660117-44604	3,092.00	10/26/2021	24	GP0035	DOJ/BJA grant thru JAG for NPD for community engagement events & updating forensic services
22-29000	22660117-44754	3,200.00	10/26/2021	24	GP0035	DOJ/BJA grant thru JAG for NPD for community engagement events & updating forensic services
Public Transportation & Parking Fund						
275-331380	27550277-44766	134,285.00	10/12/2021	20		FTA funds to be used for establishing, expanding, improving & maintaining the CON Public Mass Transit services
Sanitation Fund						
33-29000	33999975-46101	150,000.00	10/26/2021	11	SA0012	to purchase storage containers from A&A Sheet Metal for the HHW facility at the Transfer Station
Risk Management Fund						
43-29000	10550223-43212	2,438.51	7/27/2021	14		reimbursements from insurance companies due to accidents to repair damaged traffic signal equipment
43-29000	10550223-43213	863.49	7/27/2021	14		reimbursements from insurance companies due to accidents to repair damaged traffic signal equipment
Capital Fund Balance						
50-29000	50590052-46101	4,653.24	7/27/2021	16	TC0273	for Citywide Sidewalk & Curb reconstruction program
50-29000	50593388-46201	19,600.00	9/14/2021	18	BG0165	addt'l funds from fund balance for North Base Feasibility Study
50-29000	21240002-44715	810,900.00	9/14/2021	20		CDBG-CV2 funds distributed by Ok Dept of Commerce to provide COVID financial assistance-rent
50-29000	21240002-44716	318,000.00	9/14/2021	20		CDBG-CV2 funds distributed by Ok Dept of Commerce to provide COVID financial assistance-food
50-29000	21240002-44721	318,000.00	9/14/2021	20		CDBG-CV2 funds distributed by Ok Dept of Commerce to provide COVID financial assistance-child care
50-29000	21240002-42001	69,600.00	9/14/2021	20		CDBG-CV2 funds distributed by Ok Dept of Commerce to provide COVID financial assistance-salary
50-29000	50593352-46101	465,695.00	9/14/2021	22	TC0281	addt'l funds to be allocated to Imhoff Rd Emergency Bridge Repair Project

Norman Sales Tax % Change from Prior Year, Fiscal Year Ending 2022



Norman Unrestricted Sales Tax, FYE 2019-2022



City Comparison for Sales Tax collections - July 2021

CIty	Change from July 2020	Year-to-date % Change
Norman	20.75%	20.75%
OKC	20.59%	20.59%
Moore	8.30%	8.30%
Edmond	8.73%	8.73%
Midwest City	0.07%	0.07%
Tulsa	16.19%	16.19%
Lawton	6.20%	6.20%
State of OK	12.13%	12.13%

City Comparison for Sales Tax collections - August 2021

CIty	Change from Aug 2020	Year-to-date % Change
Norman	16.00%	18.31%
OKC	14.01%	17.18%
Moore	10.02%	9.16%
Edmond	3.87%	6.27%
Midwest City	-2.42%	-1.20%
Tulsa	12.96%	14.53%
Lawton	5.22%	5.70%
State of OK	10.88%	11.49%

City Comparison for Sales Tax collections - September 2021

CIty	Change from Sep 2020	Year-to-date % Change
Norman	31.13%	22.41%
OKC	16.55%	16.96%
Moore	15.66%	11.29%
Edmond	9.93%	7.46%
Midwest City	2.83%	0.11%
Tulsa	15.33%	14.80%
Lawton	8.63%	6.66%
State of OK	17.64%	13.49%

City Comparison for Sales Tax collections - October 2021

CIty	Change from Oct 2020	Year-to-date % Change
Norman	30.12%	24.35%
OKC	17.33%	17.06%
Moore	24.63%	14.46%
Edmond	7.81%	7.55%
Midwest City	7.06%	1.76%
Tulsa	10.98%	13.83%
Lawton	14.83%	8.59%
State of OK	n/a	n/a

City Comparison for Sales Tax collections - November 2021

CIty	Change from Nov 2020	Year-to-date % Change
Norman	23.80%	24.24%
OKC	20.11%	17.65%
Moore	15.12%	14.59%
Edmond	6.60%	7.36%
Midwest City	8.28%	2.96%
Tulsa	13.28%	13.72%
Lawton	9.09%	8.69%
State of OK	n/a	n/a

City Comparison for Sales Tax collections - December 2021

CIty	Change from Dec 2020	Year-to-date % Change
Norman		
OKC		
Moore		
Edmond		
Midwest City		
Tulsa		
Lawton		
State of OK		

City Comparison for Sales Tax collections - January 2022

CIty	Change from Jan 2021	Year-to-date % Change
Norman		
OKC		
Moore		
Edmond		
Midwest City		
Tulsa		
Lawton		
State of OK		

City Comparison for Sales Tax collections - February 2022

CIty	Change from Feb 2021	Year-to-date % Change
Norman		
OKC		
Moore		
Edmond		
Midwest City		
Tulsa		
Lawton		
State of OK		

City Comparison for Sales Tax collections - March 2022

CIty	Change from Mar 2021	Year-to-date % Change
Norman		
OKC		
Moore		
Edmond		
Midwest City		
Tulsa		
Lawton		
State of OK		

City Comparison for Sales Tax collections - April 2022

CIty	Change from Apr 2021	Year-to-date % Change
Norman		
OKC		
Moore		
Edmond		
Midwest City		
Tulsa		
Lawton		
State of OK		

City Comparison for Sales Tax collections - May 2022

CIty	Change from May 2021	Year-to-date % Change
Norman		
OKC		
Moore		
Edmond		
Midwest City		
Tulsa		
Lawton		
State of OK		

City Comparison for Sales Tax collections - June 2022

CIty	Change from June 2021	Year-to-date % Change
Norman		
OKC		
Moore		
Edmond		
Midwest City		
Tulsa		
Lawton		
State of OK		

Item 4.

CITY OF NORMAN
Position Vacancy Report
11/10/2021

POSITIONS AUTHORIZED TO FILL			
Position	**Department/Division**	**Date of Vacancy**	**Status**
General Fund:			
System Support Technician	IT	08/06/21	Conducting Selection Process
Meter Reader	Finance/Utilities	09/17/21	Conducting Selection Process
City Surveyor	Public Works/Engr.	07/01/21	Accepting Applications
Capital Projects Engineer	Public Works/Engineering	08/13/21	Accepting Applications
Maintenance Worker I	Public Works/Streets	08/27/21	Accepting Applications
Heavy Equipment Operator	Public Works/Streets	09/30/21	Conducting Selection Process
Maintenance Worker I	Public Works/Stormwater	07/29/21	Conducting Selection Process
Fleet Service Technician	Public Works/Fleet	09/07/21	Accepting Applications
Maintenance Worker I	Public Works/Fleet	07/01/21	Accepting Applications
Mechanic II	Public Works/Fleet	10/01/21	Conducting Selection Process
Transit Support Tech (PPT)	Public Works/Fleet	07/22/21	Accepting Applications
Administrative Technician III	Public Works/Transit	07/01/21	Accepting Applications
Police Records Clerk	Police/Staff Svs.	12/17/21	Accepting Applications
Police Officer (8)	Police/Patrol	5/12/21, 5/29/21, 5/31/21, 7/14/21, 8/1/21, 8/31/21, (2) 8/19/21	Conducting Selection Process
Communications Officer I	Police/Emergency Comm	01/29/21	Accepting Applications
Veterinary Technician	Police/Animal Welfare	03/12/21	Conducting Selection Process
Animal Welfare Division Mgr.	Police/Animal Welfare	10/01/21	Accepting Applications
Administrative Technician II (PPT)	Fire/Admin	07/01/21	Pending Job Announcement
Maintenance Worker I	Parks/Park Maintenance	09/21/21	Conducting Selection Process
Recreation Technician	Parks/Whittier	08/20/21	Conducting Selection Process
Total: 27			
Enterprise Fund:			
Plant Operator	Utilities/Water Treatment	11/01/21	Conducting Selection Process
Utility Distribution Worker I	Utilities/Water Line Maintenance	06/10/21	Accepting Applications
Line Maintenance Division Mgr.	Utilities/Water Line Maintenance	01/07/22	Accepting Applications
Custodian (PPT)	Utilities/Water Reclamation	09/29/21	Conducting Selection Process
Household Hazardous Waste Coord.	Utilities/Sanitation	07/01/21	Accepting Applications
Sanitation Worker I (3)	Utilties/Sanitation	8/13/2021, 8/31/21, 9/3/21	Conducting Selection Process
Sanitation Worker II	Utilities/Sanitation	09/03/21	Conducting Selection Process
Total: 9			
POSITIONS CURRENTLY ON HOLD			
Position	**Department/Division**	**Date of Vacancy**	**Status**
General Fund:			
Internal Auditor	City Manager	07/01/20	Pending Council Action
Internal Auditor Technician	City Manager	07/01/20	Pending Council Action
Customer Service Rep I	Finance/Utilities	11/22/21	Pending Request
Director of Human Resources	Human Resources	01/21/22	Pending Request
Fleet Welder	Public Works/Fleet	11/02/21	Pending Request
Animal Welfare Supv.	Police/Animal Welfare	10/26/21	Pending Request
Fire Training Officer	Fire/Training	10/31/21	Pending Request
Fire Inspector	Fire/Training	03/16/21	Pending Request
Maintenance Worker I (2)	Parks/Park Maintenance	10/12/21, 10/14/21	Pending Approval
Forester	Parks/Admin	10/28/21	Pending Request
Total: 11			
Enterprise Fund:			
Cross Connection Program Coord.	Utilities/Water Treatment	01/01/19	Pending Request
Water Lab Intern (PPT)	Utilities/Water Treatment	03/05/19	Pending Request
Plant Operator	Utilities/Water Treatment	12/01/21	Pending Request
Utility Distribution Worker I	Utilities/Water Line Maintenance	09/10/21	Pending Request
Total: 4			
Position	**Department/Division**	**Action**	**Date of Hire**
Building Inspector	Planning/Dev Svs	New Hire	10/26/2021
Plant Operator	Utilities/Water Treatment	New Hire	11/1/2021
Permit Technician	Planning/Dev Svs	New Hire	11/1/2021
Municipal Accountant I	Finance/Accounting	New Hire	11/9/2021
Stormwater Program Specialist	Public Works/Stormwater	New Hire	11/9/2021
EVT Mechanic II	Public Works/Transit	New Hire	11/9/2021
Administrative Technician III	City Clerk	New Hire	11/1/2021
Stormwater Program Manager	Public Works/Stormwater	New Hire	12/7/2021
Administrative Technician III	Planning/Admin	New Hire	11/9/2021
Police Officer	Police/Patrol	New Hire	11/9/2021
Utility Billing Service Rep	Finance/Utilities	Internal Promotion	
Transit Planner and Grants Specialist	Public Works/Transit	New Hire	11/29/2021
Planner I	Planning	New Hire	11/29/2021
Animal Welfare Tech	Police/Animal Welfare	New Hire	11/9/2021
Fire Driver Engineer (7)	Fire/Suppression	Internal Promotion	