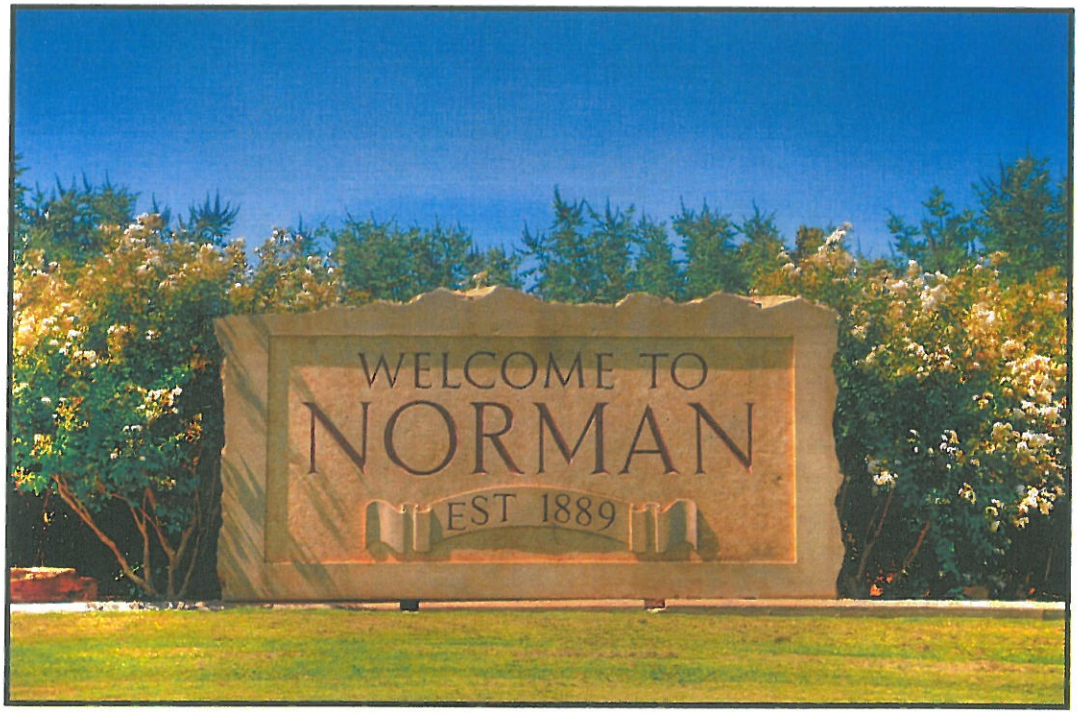
# CITY OF NORMAN
# 2011 ANNUAL REPORT




Steve Lewis

City Manager

Norman, Oklahoma

Welcome to the 2011 City of Norman Annual Report. This report is designed to keep the citizens of Norman in the loop and up-to-date on accomplishments in Norman.

The City Council and staff of the City of Norman believe maintaining strong lines of communication between Norman citizens and City government promotes community involvement and leads to an even stronger and better Norman.

The accomplishments listed in this report were a team-effort by elected officials, city staff and employees. Their dedication to the city's success is greatly appreciated.

We trust you will find this report informative and useful.

Steve Lewis

City Manager

## Introduction

In 1870, the U.S. Land Office commissioned Abner E. Norman to survey the unassigned lands in Oklahoma Territory, in anticipation of the future settlement of the area.

On April 22, 1889, the Oklahoma Land Run brought settlers streaming across the Kansas and Texas borders to claim their piece of land. In a single day, over 150 people piled off of the Santa Fe Railroad at the Norman station and spent their first night in makeshift camps on their newly established town site.

The city of Norman was formally incorporated on May 13, 1891, sixteen years before Oklahoma Statehood. By 1902, the downtown district already had two banks, two hotels, and a flour mill. By 1913, there were over 3,700 residents living in Norman. The city population reached 11,429 in 1940.

In 1941, the University of Oklahoma and Norman city officials established Max Westheimer Field, a University airstrip. During World War II, the airfield grew into the Naval Flight Training Center, commonly referred to as "North Base". A second training center, the Naval Air Technical Training Center known as "South Base", was established south of OU's campus along Highway 9, near the present-day location of the Lloyd Noble Center.

Researchers from the University and the National Oceanic and Atmospheric Administration used the equipment at Westheimer to develop the first Doppler weather radar. This research led to the development of NEXRAD, the nationwide radar network used to predict weather and created the national Severe Storms Laboratory. Today, Max Westheimer Airport is home of the University of Oklahoma College of Aviation. The breakthroughs in radar technology sparked the development of the National Weather Center, a unique partnership of National and International agencies that issues all of the severe weather warnings in the United States and predicts and tracks weather around the world from Norman, Oklahoma.

History is still alive in Norman. Seventeen landmarks are listed in the national Register of Historic Places, which includes the Cleveland County Courthouse, the DeBarr Historic District, the Oscar Jacobson House, the Santa Fe Depot, and the Moore-Lindsay House. The University of Oklahoma's Bizzell Library is a National Historic Landmark, one of only twenty in the state.

All of this progress has continued to move forward and today Norman is a vibrant and unique city. Norman is guided by a strong, competitive retail base. We have an open government which involves citizen input into City Council's decision-making process. We have a family-oriented community valuing all generations with a diverse population that offers a quality living environment.

## City of Norman Facts

- The City of Norman was formally incorporated on May 13, 1891.
- On June 28, 1919 the City adopted a City Charter and a City council/city manager form of government.
- The City is divided into eight wards.
- Elected members of the City Council serve a two-year term representing eight wards within the city.
- The Mayor is elected city-wide and serves a three-year term.
- The Mayor and other Councilmembers have an equal vote in all matters.
- The City of Norman currently encompasses approximately 190 square miles.
- The current estimated population is 112,384

# Review of City Wide Accomplishments

## Public Safety & Justice

### Emergency Outdoor Warning System

The Emergency Outdoor Warning System Bond Issue approved by the voters on March 2, 2010, included the purchase of 60 new sirens to cover the entire City limits, modifications to and relocation of 17 existing sirens for a total of $2,250,000. This project was completed in 2011.

### Insurance Service Office (ISO) Rating

The City of Norman was re-evaluated in 2011 by the Insurance Service Office (ISO). The ISO rating is utilized by the insurance industry to assist in determining fire insurance rates for the community and the City of Norman participated in this re-evaluation. Currently, the City of Norman has a split rating of 3 urban/9 rural on a 1 to 10 scale with 1 being the best. The final ratings are expected in early 2012.

### Storm Shelter Rebate Program

The City of Norman applied for and received a Federal Emergency Management Association (FEMA) grant to fund 500 private shelters within the City of Norman for a total of $1,000,000. The City of Norman's final application will be submitted to the State of Oklahoma for final consideration of funding in 2012.

### Fire Station No. 8

A Grand Opening of Norman Fire Department's Fire Station No. 8 on NW 36th Avenue was held on May 18, 2011. Funding for the construction of the fire station and related apparatus was approved by voters on May 13, 2008 through a temporary public safety sales tax.

### Fire Station No. 9

The conceptual site plan was approved for the City owned ten acre site at 3001 E. Alameda. This site will serve as the home for Fire Station No. 9, along with a future satellite library, city fueling facility and solid waste recycling center. Construction documents were prepared and released for bid in January 2012. Awarding of the bid is anticipated for February 2012.

### Citizen Police Academy

Using the Community Oriented Policing philosophy the Police Department continues to look for new ways to offer citizens insight into how police officers perform their duties and how we serve the community. In August, the Norman Police Department offered a Citizen's Police Academy with 20 participants. This was the first Academy held since the early 1990s. The purpose of the Citizens' Police Academy is to foster better communication between citizens and police through education.

### Animal Shelter Facility

On November 8, 2011, the citizens of Norman voted to authorize the issuance of debt in the amount of $3,035,000 to remodel and expand the City of Norman Animal Shelter Facility. The addition to the facility will expand housing and care of stray or impounded animals. This facility will function alongside the adoption center for the adoption of pets.

### Ward Outreach

Members of the Police Department and elected officials walked Ward 1 and Ward 4 areas, placing door hangers. This is part of a department wide proactive effort to educate residents regarding expectations in this area. The department receives many questions and concerns related to parking, parties and other topics. This was an effort to personally contact residents and provide them with information that will enhance the quality of life.

### Vehicle and Residential Burglary Report Card

Norman Police initiated a program to respond to reports about items being stolen out of people's cars, garages and homes. In many instances, these crimes can be prevented by simply locking a house or car; not leaving valuables in a car (or at least not visible) and closing garage doors. To assist with this, the Police Department created the Vehicle and Residential Burglary Report Card. This Report Card is used by Officers in the field to demonstrate to citizens the ways to protect their property. The Report Card is left on vehicles and homes that are doing a good job of protecting contents as well as those needing a reminder.

### Crime Free Multi-Housing Program

Norman Police initiated a new program implementing a Crime Free Multi-Housing Program. This program is a crime prevention program designed to reduce crime, drugs, and gangs on apartment properties. Working in partnership with property managers and residents of the apartment community will hopefully result in reduced police calls for service, a more stable resi-

### Delinquent Fee Collections

Linebarger, Goggan, Blair & Sampson, LLC have been pursuing the Municipal Court's delinquent warrant cases since June 2010. Through December 31, 2011, $288,200 in revenue has been collected as a result of these efforts.

### Smalley Army Reserve Center

The U.S. Army previously indicated that they were planning to make the transfer of the property to the City in mid March of 2011, but all transfers were put on hold by the Nuclear Regulatory Commission in April 2011 over a disagreement with the Army over what constituted a valid RAD of the BRAC sites. The disagreement was apparently resolved and the updated Environmental Condition of Property (ECP) was completed. The current disposal date is June 30, 2012 that will transfer the property to the City.

## Parks & Neighborhood Services

### Solicitor/Peddler Ordinance Amendments

Council adopted amendments to the solicitor/peddler permit that relaxed the amount of time vendors could sell while strengthening the bonding and insurance requirements to better protect our citizens against faulty materials and/or damages received from services provided.

### Library Capital Improvements

In 2009/2010 the roof was replaced and a security and alarm system was replaced as well. In 2011, we replaced the original HVAC system including the boiler and chiller. Future projects include replacing the lighting system and replacing the carpet/flooring. In 2011, $1.3M was spent for the replacement of the original HVAC system. The project is planned to be completed in February 2012.

### Letterman's Plaza on Legacy Trail

Letterman's Plaza was dedicated as the newest addition to Legacy Trail on October 28, 2011. The Plaza features four granite markers that were engraved with the names of Norman High School lettermen from the early 1940's. The markers were salvaged from a rock wall that was removed from the high school football facility in the 1970's.

### Neighborhood Plans

Two core area neighborhood plans, Old Silk Stocking and First Courthouse, were completed and adopted into the 2025 Planning & Transportation Plan. The preparation of two additional plans, Original Townsite and Mockingbird Lane neighborhoods, began in 2011 and are expected to be completed in 2012.

### John H. Saxon, Jr. Memorial Park

This community park contains 67 acres that was gifted to the City of Norman by the John Saxon Family. It is located south of Highway 9 and west of 36th Ave S.E. The primary feature of the park will be a cross country running facility that could be used by the general public as a walking/jogging facility or for high school cross country competitions and University of Oklahoma Cross Country training.

### Monroe Park

The Parks and Recreation Master Plan identified the area around Monroe Elementary School as underserved in regards to a neighborhood park. The Plan recommended a cooperative land use agreement with Norman Public Schools (NPS) to develop a neighborhood park. A cooperative Agreement with NPS was approved and funding sources secured.

### Veterans Day Parade

The City of Norman assisted in providing the first Veterans Parade in Norman since 1944. The parade ended at the Veterans Memorial at Reaves Park where a ceremony was held to honor those who have provided military service to our country

### Downtown Historic District

Approval of the nomination of the thirteen-block Downtown Historic District was approved by the Historic District Commission and City Council and was submitted to the State Historic Preservation Office in December 2011. The Oklahoma Historic Preservation Review Committee will meet in January 2012 to hear a presentation on the nomination and receive comments from owners of properties proposed for nomination.

### Westwood Golf Course

There were 32,697 rounds played at Westwood Golf Course in 2011. This is down approximately 2% from 2010, primarily due to unplayable weather conditions. Thirty trees and 22,000 square feet of sod had to be replaced as a result of the adverse winter and summer conditions. The golf staff is working to increase programming at the course in all areas with special emphasis on new programs for youth and corporate, not for profit tournament events.

### 2011 Major Weather Events

On February 1, 2011, Public Works staff responded to one of the largest snow storms in the City's history. The storm included 10"-12" of snow accumulation and sustained winds in excess of 40 mph over a period of ten days.

On June 14, 2011, a macroburst occurred in Norman causing over $10M in private and public damage throughout the city. City of Norman staff and its contractor, TFR Enterprises, Inc. completed the debris removal from the storm including over 14,000 cubic yards of material for a total cost under $150,000.

## Community & Economic Development

### University North Park Economic Development Activity

In 2010, Council approved authorizations to issue indebtedness by the City and the Norman Tax Increment Finance Authority (NTIFA) to allow the borrowing of up to $8.25 million using the UNP TIF economic development revenue stream as the source of payment or collateralization and $8.25 million using matching state revenue sources. A closing was held in 2011. No draws on this debt authorization will occur and no Economic Development Sales Tax increments will be provided until the NTIFA has reviewed and approved a specific project that it feels meets the goals of the Economic Development portion of the UNP Project Plan.

### University North Park TIF Sales Tax Performance

In 2011, University North Park sales were at an all time high, increasing almost $430,000 over last year's totals.

| | |
|---|---|
| Gross Sales: | $ 5,826,756 |
| Net to City: | $ 3,302,534 |
| Net to TIF projects: | $ 2,524,222 ($420,704 of this is set aside for economic development) |

When actual collections are compared with projections, University North Park's performance is very consistent with forecasts more than 5 years ago.

### Gray Street Property Acquisition

The City acquired 1.32 acres of property adjacent to the municipal complex in May. These parcels provide valuable space for the City because of their location adjacent to the municipal complex.

### Purchasing from Local Businesses Encouraged

The City's purchasing practices were amended to encourage the support of local businesses. In the case where a local business can provide the same or similar goods or services for the same or similar price, the City will give preference to the local business. A statement of intent was also implemented to encourage local purchasing practices.

### Calendar 11 Construction Activity

Construction in Calendar 2011, while substantial, still did not match that of Calendar Year 2007, which was the peak year in the past five years. Total construction value in 2011 was $197.1M compared to $314M in 2007, but the 2011 total value is an increase from the 2010 value of $166.6M.

There were a total of 240 Non-Residential permits issued at a construction value of $117M in 2011, which was a decrease from the 2007 peak year value of $221.6M; however, this is a sizable increase from the 2009 and 2010 where the total non-residential construction values were $76.1M and $73.7M respectively. In 2011, 357 permits for New Single Family Residential Units were issued at an average unit cost of $187,520 per unit. The 2011 total single-family value of $66.9M is an increase over the past two years' values of $57.4M in 2009 and $57.7M in 2010.

### Commercial Lighting Standards

The City adopted Commercial Lighting Standards that mitigate the impacts of lighting from all new commercial, industrial, multi-family, and public building projects.

### One and Two Family Residential Permit Review Process

The City began providing walk-in "on demand" service for building permits for residential one and two family dwellings. If a complete application is submitted to the building permit desk along with complete sets of project plans and a legal description, a building permit will be issued after logging the project in and checking a short list of items for compliance which will take approximately one hour. All other building review will be done after the permit is issued or in the field which will allow the applicant to begin foundation work as soon as the permit is issued.

### Building Permits and Inspections Process Enhancements

New software is being installed that will enable citizens and contractors to complete the most common steps in the building permit process online, including applications, payments, scheduling and inspections. It will improve the access to permit information by allowing citizens and contractors to perform inquiries directly from the internet 24 hours, 7 days a week. This will speed up the scheduling process with online access to scheduling or canceling inspections for permit. The new software also offers users the ability to view all of the inspections necessary to complete the job from start-to-finish in an easy-to-read format.

### Review the 2009 International Residential Code

The 2009 International Residential Code became the minimum code standard for construction of new single family, duplex and town homes throughout the state of Oklahoma. Development Services staff embarked on a progressive review of that code during 2011 with an interest toward City adoption of the code early in 2012. The review was completed and planning is underway to coordinate and conduct a series of public information meetings associated with the code adoption in 2012.

## Transportation

### Central Oklahoma Commuter Corridor Alternatives Analysis

The Director of Planning and Community Development is a member of a regional committee to choose a consultant to prepare an Alternatives Analysis (AA) to evaluate transportation needs for fixed guideway public transportation systems in the metro OKC area. The AA is a federal process overseen by the Federal Transit Administration (FTA), and is part of a multi-step progression required of all projects that will seek federal funding for fixed guideway public transportation. The local process, under the auspices of ACOG, is continuing into 2012.

### Interstate 35 South Project

The Oklahoma Department of Transportation (ODOT) conducted the final public hearing for the proposed $113M improvement project on Interstate 35 from Main Street to the Canadian River Bridge. The Federal Highway Administration (FHWA) issued the Finding of No Significant Impact (FONSI) regarding the Environmental Assessment (EA) prepared by ODOT. Construction of the sound wall will begin in early 2012. Reconstruction of Main Street interchange is scheduled to begin in late 2012.

### Moving Forward – Comprehensive Transportation Plan

The Council, citizens and staff undertook the visioning phase of the City's first Comprehensive Transportation Plan coined as "Moving Forward". The Council Steering Committee and a Citizen Visioning Committee of 17 community leaders guided the process including eight (8) ward meetings, other community gatherings, and two community surveys. The findings of the visioning phase will be presented in 2012.

### Rock Creek Road Overpass

Completion of the Rock Creek Road Bridge over Interstate 35 at a cost of $12M including no direct City CIP funds. The project was fully funded through ODOT and ACOG grants as well as UNP TIF funds. This was a fast-track project completed in only three (3) years from funding to design to construction. Notable elements of the project include bike/hike trails, creative land acquisition, public art features, innovative storm water "low impact development" standards in Brookhaven Creek and successful collaboration with ODOT on the I-35 Improvement Program.

### Robinson Street Underpass

Significant progress was made on the City's largest transportation infrastructure project, the $25M Robinson Street Underpass Project. The underground storm drainage system including a large pump station was completed. In early January 2012, the new railroad bridge will be placed into service by the BNSF Railroad Company. The temporary railroad bridge will then be removed and construction will commence on the Robinson Street pavement under the bridge. The project is expected to be substantially complete by June 2012.

### Flashing Yellow Arrows

Initially, these new signals are designed to include the flashing yellow arrows in place of the combination green arrow/green ball for the protected/permissive left-turn movements. These signals have been installed in 68 intersections in Norman. Norman is the first city in Oklahoma to implement this technology.

### Citywide Traffic Signal Upgrade (LED Displays and Power Back-Up Units)

This project involves the installation of 41 battery back-up units and the conversion of 27 intersections to full LED signal heads. Norman will become one of the first cities in Oklahoma to convert all of its traffic signal systems to LED, which saves electricity and staff resources. Funding for the project came from 100% federal transportation grant funds.

## Environmental & Utility Services

### Adoption of Water Quality Protection Zones

The City Council adopted the Storm Water Master Plan and the Water Quality Protection Zone (Stream Planning Corridor) Ordinance.

### City's First CNG Fueling Station

The City substantially completed the first Compressed Natural Gas Fueling Facility at North Base including access for the general public. It is a fast fill/slow fill system designed to accommodate over 15 years of projected fuel needs for the City of Norman and the local community. It is anticipated the City can save nearly up to $1,000,000 in General Fund fueling costs over the next five (5) years as a result of this operation.

### Sanitation Rate Increase

In 2011, citizens of Norman voted to increase the sanitation rate by $2.50 per month. The last rate increase for the Sanitation Division was in 2004.

### National Flood Insurance Program (NFIP)

### Community Rating System (CRS)

Norman was recognized as a Class 5 community by the Federal Emergency Management Agency (FEMA). Norman citizens who have flood insurance policies in the Special Flood Hazard Area (SFHA) (1% chance floodplain or 100 year floodplain) will receive a discount of 25% on their flood insurance premiums. Citizens who have policies outside the SFHA will receive a 10% discount on their premiums (Preferred Risk Policies are not eligible for CRS discounts). Only 52 communities in the U.S. or 0.25% of the NFIP communities have received a CRS class rating of 5 or better (on a scale of 10 with 1 being the highest rating).

### Hall Park Lake Dam Repair Project Completed

The Oklahoma Water Resources Board (OWRB) required that the dam deficiencies be corrected. The spillway was enlarged and improved, the vegetation on the dam was removed and the dam was strengthened by adding fill material.

## Strategic Support

### New Reserve Policies and "Rainy Day Fund" Established

The City of Norman adopted formal reserve policies to ensure the City's financial stability during times of financial stress or emergencies. Under the new policies, which carry the force of law, the City is required to set aside at least three percent (3%) of its General Fund expenditures in fund balance (a "savings account" which cannot be spent without Council action), two percent in an budgeted Emergency Reserve and three percent must be deposited in a newly-established Net Revenue Stabilization ("Rainy Day") Fund. Moneys from the Rainy Day Fund cannot be spent unless a declared disaster occurs in Norman or General Fund savings are drawn down below one percent.

### Outstanding Debt Ratings

The City of Norman's outstanding general obligation bonds have an outstanding rating of Aa2, by Moody's Investor's Service. The Norman Municipal Authority's outstanding bonds have an underlying rating of Aa3 by Moody's, and the Norman Tax Increment Finance Authority's outstanding Notes were recently reviewed by Standard and Poor's Rating Services and received an investment-grade rating of BBB+.

### Social Media

The City of Norman began using social media to connect with residents through Facebook and Twitter and examining other opportunities to leverage technology to improve citizen communication and engagement.

## Governance

During the course of the year Council initiated internal policies related to electronic record retention, open meetings and records, and approval of committee member appointments. A policy was also established for Councilmembers to place items on the agenda.

City Council adopted the national and state mottos as City of Norman mottos as well as the preamble to the Norman City Charter to be displayed in the Council Chambers.

### Reapportionment Commission

The Reapportionment Commission met as legally required to adjust ward boundaries to reflect population shifts enumerated by the Decennial Census. Because the overall range from the mean ward population as a percentage among the City Council wards was over 25% (27.44), the Commission proposed modifications to the ward boundaries that lowered the overall range from the mean ward population as a percentage among the wards to 7.30%. There has been a change in boundary in every Ward; however, no seated Councilmember has been moved out of their current Ward.

### Amendments to the Ethics Ordinance

The existing code provisions pertaining to Council ethics (Section 2-103) were amended to more closely follow the language contained in the previously adopted Ethics Policy, which was also adopted as new code provisions applicable to City Council.

### Charter Amendments

The citizens of Norman approved Charter amendments on two separate elections in 2011.

Amendments were approved that changed the residency requirements for Mayor and Council Candidates to comply with state law, freed up Parkland development funds, and revised language as it relates to the City's involvement with Norman Regional Health System.

Amendment to the Charter allowing Council to designate dates for the Municipal and Municipal Runoff elections each year to comply with current state law.

# National, Regional and State Recognitions and Awards

*The City of Norman's innovative programs, services and initiatives drew the attention of regional, state and national organizations in 2011. During a year when departments had to reduce expenditures and do "more with less", we are proud of our dedicated employees who continue to make Norman a model for other municipalities throughout the nation.*

### Fire Station No. 8 Receives "Gold" LEED Certification

The City of Norman's Fire Station No. 8 achieved LEED (Leadership in Energy and Environmental Design) Gold certification. LEED is an internationally recognized green building certification system that was developed by the U.S. Green Building Council (USGBC). LEED provides building owners and operators with a framework for identifying and implementing practical and measurable green building design, construction, operations and maintenance solutions.

### CDBG and HOME Programs

The CDBG and HOME Program Consolidated Annual Performance and Evaluation Report (CAPER) for FYE 2011 was submitted to the Office of U.S. Housing and Urban Development (HUD). HUD's review of the CAPER noted that "The City of Norman provides one of the best CAPER's in relating annual activities to the five-year Consolidated Plan. The activities noted in the performance report are diverse and leveraging appears to be used well, extending the benefit of the HUD funds received."

### Bicycle Friendly Community

The City of Norman was recognized in 2011 by the League of American Cyclists as a bronze level Bicycle Friendly Community. Previous years, the City had received an Honorable Mention in this category.

### ACOG Clean Cities Vision Award

The Association of Central Oklahoma Governments (ACOG) presented the City of Norman with the 2011 Oklahoma City Metropolitan Area Clean Cities Vision Award for meritorious efforts to improve air quality; strengthen the local economy; and enhance public awareness of alternative fuels.

### Blue Seal of Excellence Award

The Fleet Division was awarded the Blue Seal of Excellence by the National Institute for Automotive Service Excellence (ASE). This is the fourth consecutive year to receive the award. The award is given to repair shops with 75% or more of their automotive technicians certified in each area of service.

### Tree City USA

The City of Norman was awarded Tree City USA status for the ninth consecutive year at a celebration at the State Capital this year. Norman was among 23 communities recognized for their efforts in planting and maintaining trees, public education regarding the benefits of trees, securing tree planting and forestry staffing grants and facilitating free tree giveaways.

### American Public Works Association Accreditation

As part of the APWA (American Public Works Association) Accreditation, the Wastewater Treatment Plant received special recognition for its operations manuals and training guides.

### Institute of Transportation Engineers

The Midwestern District of the Institute of Transportation Engineers (ITE) awarded Norman's Traffic Control and Information Systems Divisions the organization's 2011 Transportation Achievement Award for Traffic Operations for our fiber project. The award recognizes an outstanding project within the Midwestern region of the Institute of Transportation Engineers, which includes the states of Illinois, Minnesota, North Dakota, South Dakota, Wisconsin, Nebraska, Iowa, Missouri, Kansas, Arkansas and Oklahoma.

### Certified Healthy Business

The City of Norman was selected by the Oklahoma State Department of Health as a Certified Healthy Business. Factors sited as why we were chosen include: City employees participating in the Biggest Loser boot camp, Walks with the Mayor, Weight Watcher's First Time 5K, Heart and Sole through Norman Regional Hospital, and exercise equipment for Police and Fire. Also, as a City, we provide to the public walking trails and bike trails, parks, sporting fields, recreation centers, golf and swimming.

### Oklahoma Water and Pollution Control Associations (OWPCA) "Large Wastewater Plant of the Year 2011" and Large Water Plant of the Year 2011.

Oklahoma Water and Pollution Control Association (OWPCA) is dedicated to the training of operations personnel and the recognition of superior plant operations. Annually the OWPCA accepts nominations throughout the State of Oklahoma for their annual "Awards of Excellence". The City of Norman's Wastewater Pollution Control facility and Water Treatment Plant was nominated for its excellence in plant performance and their stewardship of the environment. At the OWPCA's annual Short School Training Conference Norman's Wastewater Pollution Control Facility won "Large Wastewater Plant of the Year 2011" and Norman's Water Treatment Plant won "Large Water Treatment Plant of the Year 2011."

### Award of Excellence – Blake Baldwin Skate Park

The Parks and Recreation Department received an Award of Excellence from the Oklahoma Recreation and Park Society for the Blake Baldwin Skate Park painting project. This project was privately funded by the Norman Arts Board and completed by professional artists and community volunteers.

### Building Code Effectiveness Grading Schedule

Staff completed the Building Code Effectiveness Grading Schedule (BCEGS) evaluation. The BCEGS evaluation administered is administered by the Insurance Services Office, Inc. (ISO). The ISO assigns each participating municipality a numerical classification from 1 to 10 with 1 being the highest rating achievable. The numerical classification determined for the City of Norman is 4, a commendable rating when compared with other municipalities throughout the state. Working on behalf of insurance companies around the country, ISO uses the BCEGS to recognize the building codes in effect in our community and then evaluate the effectiveness of our enforcement of those codes. ISO then provides that information to insurers, which may use the evaluations in granting premium discounts for property insurance in the community.

## Additional Awards and Service

On May 14, 2011, as part of the National Public Works Week recognition, twenty (20) Norman public works employees volunteered with Habitat for Humanity to remodel a house at 827 North Stewart Avenue. That house became the 38th Habitat home to be dedicated in Norman on September 18, 2011.

Utilities Director Ken Komiske was elected Vice-President of APWA/OEWA (American Public Works Association/ Oklahoma Water Environment Association). Komiske was an instrumental member of the working group of Oklahoma Municipal Utility executives that met cooperatively with DEQ to develop the State's first regulations regarding wastewater effluent 're-use'. Komiske was responsible for working with area State senators and representatives that submitted and passed a joint resolution signed by the Governor requiring DEQ to submit 're-use' regulations to the Legislature for review/approval by June 2012.

Public Works Director Shawn O'Leary was invited to receive an award and to make a presentation to the American Public Works Association Annual Congress in Denver, CO. The presentation illustrated how the City of Norman became the first accredited public works agency in Oklahoma and the 64th such agency in the country in December 2010. Three city departments that provide public works services (Utilities, Parks and Recreation and Public Works) collaborated with our support agencies on the accreditation process for over three years to become fully compliant in 546 different public works practices.

Finance Director Anthony Francisco was awarded the Dr. Jackson R.E. Phillips award from the Association of Public Treasurers of the United States and Canada (APT US&C) during their 46th Annual Conference in Oklahoma City, Oklahoma.

In the City's endeavor to emphasize commitment to our mission and values, the City established an award program honoring employees who exemplify core values in the performance of their jobs. The core value categories are: Teamwork, Caring, Accountability, Service, Professionalism, Respect, Responsiveness, or Fairness. During 2011 these employees were honored:

Michael Winkler, Golf Course Maintenance – Professionalism
Michelle Rudder, Traffic –Teamwork
Angelo Lombardo, Traffic – Professionalism
John Clink, Engineering - Professionalism
Robert Spiva, Stormwater - Teamwork
Jerry Younts, Streets - Responsiveness
Ted Dumas, Fleet Maintenance - Accountability

Wayne Stenis, Planner II, was elected to a two-year at-large Director position on the Oklahoma Chapter American Planning Association Board.

Police Lt. Blake Green serves on the Council on Law Enforcement Education and Training, CLEET advisory board.

Police Lt. Kyle Harris is the State Chaplin for the Fraternal Order of Police.

Police Sgt. Jeff Puckett is the 2nd Vice President of the Association of Oklahoma Narcotic Enforcers, A-ONE.

Police Sgt. Darin Morgan has been named K-9 Officer of the Year and Criminal Interdiction Officer of the Year for A-ONE (Association of Oklahoma Narcotics Enforcers).

Chief Humphrey is a Board Member of the Community Oriented Policing Section of the International Association of Chiefs of Police.

Eight Pistol Team members received recognition of the Governor's 20, which is a prestigious award consisting of the top shooters during the State Match, who the Governor formally recognizes.

Norman SWAT hosted the 2011 Oklahoma State SWAT Competition.

Norman Police Pistol Team hosted the Oklahoma State Pistol Competition.

Fire Marshal Fred Henderson is the current President of the International Association of Arson Investigators - Oklahoma Chapter.

Fire Chief James Fullingim is the President of the Southwestern Division of the International Association of Fire Chiefs and received the J. Ray Pence Leadership Award. This Award is presented annually to one Chief Officer during the Oklahoma Fire Chiefs Association Conference recognizing the individual's leadership and contributions to the fire service.

Assistant Chief Grant Deason currently serves as the Vice President of the Oklahoma Fire Chiefs Association.

In September 2011, City of Norman's Water Quality Protection Zone Ordinance, Presentation given at the Oklahoma Floodplain Manager's Association Annual Conference, Norman, Oklahoma.

As part of the May 2011 Public Works Week celebration, city employees from all departments conducted a demonstration of city services and city equipment to nearly 200 Truman Elementary School 5th graders on their campus in southwest Norman.

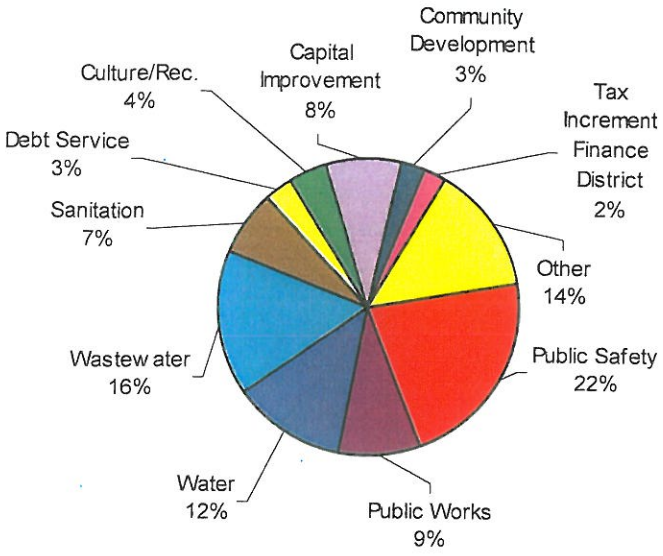
Jason Olsen, Center Supervisor at Whittier Recreation Center was awarded the Young Professional Award by the Oklahoma Recreation and Park Society. This award is given to a Professional member under the age of 35 who has demonstrated exemplary service in the Parks and Recreation field in the local community as well as for the State Society.

In this document we have highlighted some of the significant successes that we shared together in 2011 and recognized accomplishments achieved by our city and our employees. As we continue into 2012, we will continue adhering to our mission: *"working together to deliver exceptional service".*

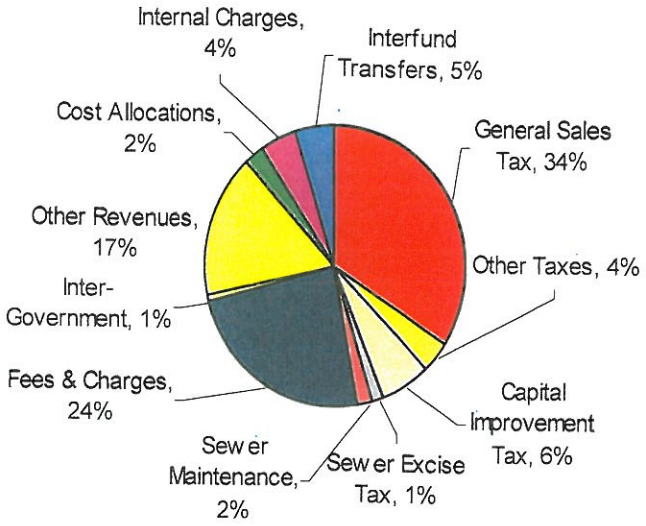
# Budgetary Information

## THE APPROVED TOTAL CITY BUDGET FOR FYE 12 IS $183,092,179

### EXPENDITURES

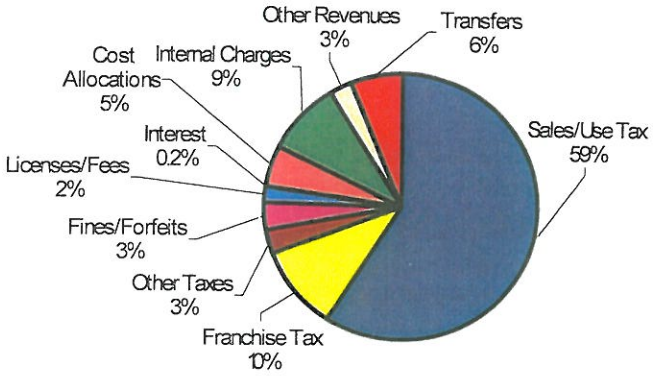



### FUNDING SOURCES



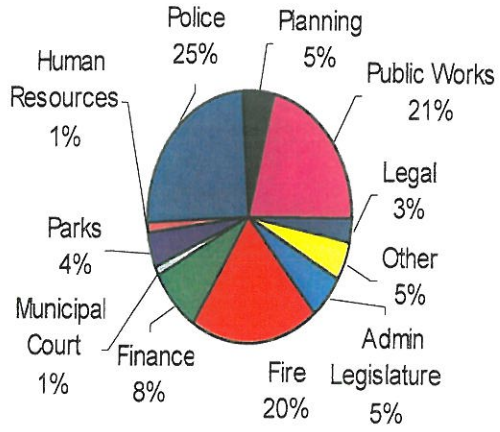

## THE APPROVED GENERAL FUND CITY BUDGET FOR FYE 12 IS $68,709,631

## WHERE DOES THE GENERAL FUND MONEY COME FROM?

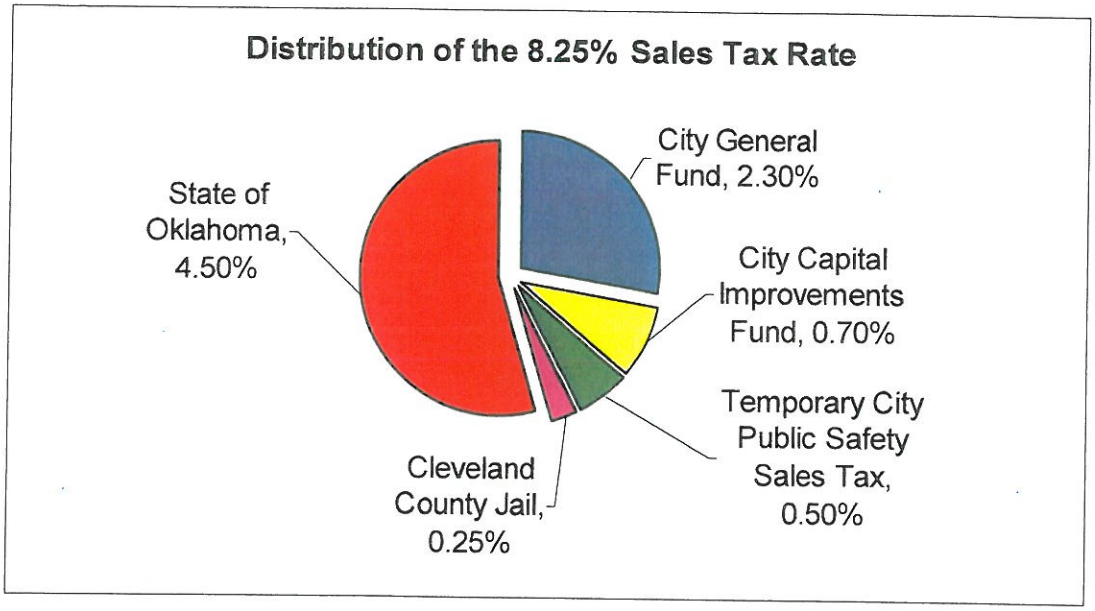


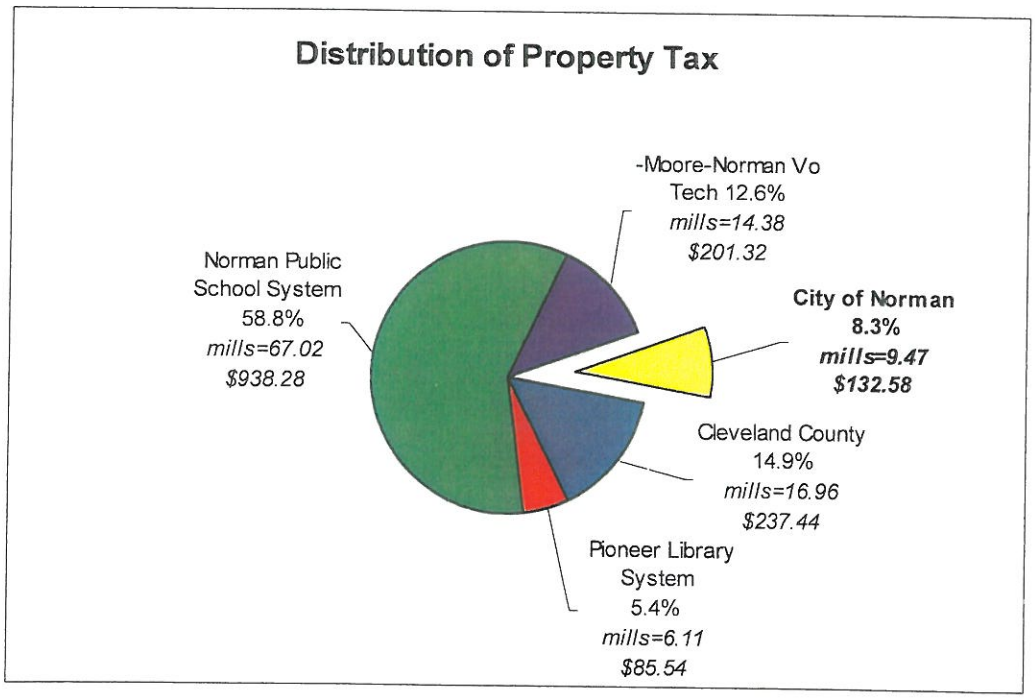

| | |
|---|---|
| Sales/Use Tax | $ 38,377,951 |
| Franchise Tax | 6,669,250 |
| Other Taxes | 1,994,439 |
| Fines/Forfeits | 2,209,507 |
| Licenses/Fees | 1,142,470 |
| Interest | 100,000 |
| Cost Allocations | 3,207,960 |
| Internal Charges | 5,751,507 |
| Other Revenues | 1,794,850 |
| Transfers | $ 3,891,680 |

## WHERE DOES THE GENERAL FUND MONEY GO?




| | |
|---|---|
| Admin & Legislature | $ 3,667,495 |
| Fire | 14,069,369 |
| Finance | 4,302,805 |
| Municipal Court | 1,037,695 |
| Parks/Recreation | 4,656,241 |
| Human Resources | 786,043 |
| Police | 19,362,550 |
| Planning | 3,565,432 |
| Public Works | 16,227,140 |
| Legal | 1,134,757 |
| Other | $ 900,104 |



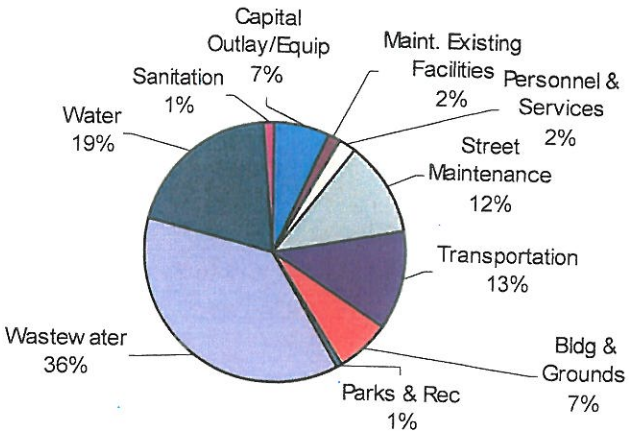




*Note: This example is for taxes payable in 2011 and assumes a $125,000 home in the Norman school district. Total property tax rate is 113.94 mills.*

*8.3% of your property tax bill is designated for the City of Norman*

## FYE 2012 ADOPTED CAPITAL BUDGET
## USE OF FUNDS ($43,633,710)

| | | |
|---|---|---|
| Capital Outlay/Equipment | $ | 2,895,912 |
| Maint. Existing Facilities | | 678,050 |
| Personnel & Services | | 853,331 |
| Street Maintenance | | 5,144,481 |
| Transportation | | 5,486,985 |
| Bldg & Grounds | | 2,857,500 |
| Parks & Rec | | 385,000 |
| Wastewater | | 16,165,000 |
| Water | | 8,705,951 |
| Sanitation | $ | 461,500 |




The majority of the categories on this chart are funded by the City's sales tax receipts. Seventy percent (70%) of one percent (0.7%) of sales tax is set aside for capital improvements.

The Water projects are primarily funded with a combination of user charges and fees and a capital improvement charge of $1.50 per month for residential customers.

The Wastewater projects are funded by a combination of user charges and fees, a $5 per month sewer maintenance fee, a capital improvement charge of $0.50 per month for residential customers, a new development excise tax based on square footage of the project, and a temporary five-year sewer sales tax of an additional 1/2 percent that ended in September of 2006.

Sanitation projects are funded primarily through user charges and fees.

## Financial Fast Facts about Norman

Year of Incorporation: 1891
Area in Square Miles: 189.5
Estimated Population: 112,384
Number of Employees: 830
Employees per 1,000 citizens: 7.5
Expenditures per capita: $1,651
Bond Rating: Moody's AA2
Unemployment Rate: 5%
Adopted City Budget for Fiscal 2012: $183,092,179
City Sales Tax Rate: 3.5%
Median Family Income: $64,318
Median Income per Household in 2009: $43,119
Median Value of Housing Units: $138,200
Median Real Estate Tax: $1,140
General Merchandise Sales in 2011: $14,515,000
Total Taxable Sales in 2011: $56,467,000