

**City of Norman, Oklahoma**

**Citizen's Public Safety Sales Tax Oversight Committee**

**Annual Report**

**July, 2022 – June, 2023**

DRAFT

**City of Norman, Oklahoma**  
**Citizen's Public Safety Oversight Committee**  
**Annual Report**  
**July 1, 2022 – June 30, 2023**

**Executive Summary**

The Citizen's Public Safety Sales Tax Oversight Committee (CPSOC) offers the following information for the status of the Fiscal Year Ending June 30, 2023 (FYE 23). We are pleased to report that several items were accomplished this year, but we would be remiss if we did not report on the items that are outstanding and must be addressed.

**MAJOR ISSUES**

- The School Resource Officer (SRO) Program has not been fully implemented due to budget constraints within the City of Norman and the Norman Public School System. The citizens expect their children to be protected as promised in the original program.
- The Norman Police Department (NPD) has struggled with vacancies in commissioned and dispatch positions throughout the fiscal year, but with multiple academies in progress, the NPD hopes to be fully staffed by spring of 2024.
- \$875,000 is still needed to fund a vehicle storage facility for the Emergency Communications Operations Center (ECOC). This facility was part of the original design but was removed due to significant construction price increases in 2022. The proposed facility would allow for the safe and secured storage of critical City resources valued at approximately \$932,000. There is alternative storage facility for these resources.

**PROJECT STATUS**

- The new (ECOC) broke ground on January 19, 2023. As of June 30, 2023, the footings, piers, water lines, and French drains have been installed. The foundation is next and the project is slated to be complete by July 2024.
- Fire Apparatus Replacement Program: The 2022 Engine Pumper will be delivered in October, 2023, and the 2023 Engine Pumper should arrive in the summer of 2024. The FYE 2024 proposed budget did not include an apparatus replacement in the PSST Fund due to depleted replacement allocations, but the PSST Oversight Committee sent a letter of recommendation to the City Council in April, 2023 in support of a budget amendment to fund the requested \$2.1 million 100-foot Aerial Ladder Platform. This amendment was proposed and approved by Council when the FYE 2024 budget was adopted on June 13, 2023.

**FINANCIAL OVERVIEW**

Public Safety Sales tax (PSST) revenue was -3.2% below the budget target for FYE 23. No subsidy from the General Fund or the Capital Fund were budgeted or required in FYE 23 to keep the PSST Fund in the black. Sales tax trends will be monitored each year to determine the need for future subsidies until the PSST critical capital needs have been completed.

LOOKING FORWARD

- Anticipated completion of the ECOC in July 2024
- Complete implementation of SRO Program and hiring of Communications Officers
- Mid-mount aerial ladder platform proposed for the FYE 24 final apparatus replacement

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## Introduction

On May 13, 2008, a special election was held in the City of Norman providing for the assessment of a temporary seven year sales tax of one half of one percent (.5%) in addition to the present City and State sales tax for staffing of forty-one (41) additional Police personnel and thirty (30) additional Fire personnel. The additional sales tax was also to be used for vehicles and equipment for such personnel, acquiring, constructing and equipping two new fire stations. The proposition was approved with a vote of 8,301 in favor to 4,307 opposed. The public safety sales tax was implemented October 1, 2008 and expired September 30, 2015.

On April 1, 2014, a special election was held in the City of Norman providing for the extension of the one-half of one percent (.5%) public safety sales tax beginning October 1, 2015. The proposition was approved with a vote of 3,801 in favor to 3,662 opposed. In this report, the tax effective prior to October 1, 2015 is called PSST I, and the tax effective on October 1, 2015 is called PSST II.

### Creation and Purpose

The Ordinance calling the election provided for the establishment of a Citizens Public Safety Oversight Committee (CPSOC) to review the expenditures of such monies and submit recommendations to the City Council regarding such expenditures. Further the CPSOC was to review the expenditures of revenues collected to determine if such funds were expended for the purposes specified and monitor the successful implementation of community oriented policing concepts. The Ordinance called for the committee to issue reports on their findings to the City Council and the public on an annual basis or as requested by Council. (See Appendix A for the PSST I Ordinance, Appendix B for the COP Establishment Resolution and Appendix C for the PSST II Ordinance and Resolution).

### Membership

The Norman City Council in its meeting of February 10, 2009, appointed the first Citizen's Public Safety Oversight Committee. Current members of the Committee are: Linda Price, Lea Greenleaf, Ann Gallagher, Kenny Orr, Kyle Hurley, Russell Rice, Gregory Gilkey, and Mark Emerson. The Ward 7 position is currently vacant.

### Meeting Schedule

The CPSOC meets on a monthly basis. Below are the dates for the Committee's meetings from July 2022 to June 2023. (See Appendix D for the Schedules of Regular Meetings and the Corresponding Agendas)

July 14, 2022	Monthly Meeting
August 11, 2022	Monthly Meeting
September 8, 2022	Monthly Meeting - Cancelled
October 13, 2022	Monthly Meeting
November 10, 2022	Monthly Meeting
December 8, 2022	Monthly Meeting
January 12, 2023	Monthly Meeting
February 9, 2023	Monthly Meeting
March 9, 2023	Monthly Meeting



April 13, 2023  
May 11, 2023  
June 8, 2023

Monthly Meeting  
Monthly Meeting - Cancelled  
Monthly Meeting

### Discussion Items

Topics of discussion involved Public Safety Sales Tax revenues and expenses for each month. Detailed financial information is included under the Financial Report section of this document.

Members of the Police Command staff presented monthly information regarding the Community Oriented Policing efforts.

Members of the Fire Command staff presented monthly updates on Fire Department activity.

Other topics of discussion and advisement to Council included:

- Fire Department Apparatus Replacement Schedule – (See Appendix H)
- Emergency Communications Operations Center project
- Data-Driven Approaches to Crime & Traffic Safety (DDACTS)
- School Resource Officer Program staffing
- Phase II and Phase III of replacement of the emergency communications system and consultants
- Emergency Communications staffing
- Emergency Vehicle Mechanic staffing

### Accomplishments

The Committee continued its work meeting monthly to review revenue and expenditures reports as well as monitoring the community oriented policing philosophy.

### Financial Report

On May 13, 2008, the citizens of Norman voted on and approved a temporary 7-year, one-half percent (0.5%) Public Safety Sales Tax (PSST I) in order to increase the number of police officers and firefighters, and to construct and equip two new fire stations. The sales tax began October 1, 2008 and terminated on September 30, 2015. The City received its first sales tax remittance from the Oklahoma Tax Commission on December 18, 2008.

As of June 30, 2023, a total of \$135,896,444 has been collected from the PSST since its inception. An additional \$10,965,133 has been collected from the related Public Safety Use Tax (a sales tax levied on purchases made outside of the city for use within the city). Interest earned from investing the taxes has earned the PSST Fund an additional \$1,200,317. Total expenditures to date from PSST funds are \$174,895,476 (see Appendix E for a revenue and expenditure analysis by month).

As mentioned earlier in this report, on April 1, 2014, a special election was held in the City of Norman providing for the permanent extension of the one half of one percent (.5%) public safety sales tax beginning October 1, 2015. The proposition was approved and is called PSST II.

With the approval of the PSST permanent extension, Ordinance O-1314-33 was also approved. This Ordinance specifically states what the PSST II revenues can and will be used for. The Ordinance directed that funding for the 71 personnel added to the City public safety workforce by the PSST I be made permanent; 19 personnel be added over a period of four years (13 police officers to staff a School Resource Officer program; 4 additional Dispatchers; and 2 Emergency Vehicle Mechanics); and a program to replace or acquire Critical Public Safety Capital Facility Needs be implemented (See Appendix G for the original PSST II project, equipment and personnel plan). The Critical Public Safety Capital Needs were identified, in priority order, as follows:

Emergency Communication System Replacement - \$15,000,000  
Emergency Operations/Dispatch Center Facility - \$6,500,000  
Fire Apparatus Replacement Program – \$6,800,000  
Reconstruct/Relocate Fire Station #5 - \$3,500,000  
TOTAL - \$31,800,000

In discussions and presentations leading up to the approval of the PSST extension, the plan to finance the Emergency Communications (Radio) System and Emergency Operations Center (EOC) facilities through some sort of debt issuance was discussed and acknowledged due to the need to have those facilities up and running before sufficient PSST revenues would accrue. Under the plan, available PSST fund balance would be used as a partial “down payment” on the Communication System and EOC facilities, and PSST Fund balance would be used to pay for the Fire Apparatus and Fire Station #5 Reconstructions on a pay-as-you-go basis, as funds became available after the Radio System and EOC were financed.

As illustrated on the following page, the City of Norman has followed the approved Staffing Plan in adding personnel to the budgeted workforce as anticipated by PSST I and is working on fulfilling the additional workforce anticipated by the PSST II Ordinance. During FYE 17, it was originally planned to add seven additional School Resource Officers, two Emergency Vehicle Mechanics and two Emergency Communications Officers. Due to financial cuts and an economic downturn, all of the planned positions, except for the two Communication Officers, were delayed. In FYE 18, three of the remaining seven School Resource Officers were added. No positions were fulfilled in FYE 19. Two Emergency Vehicle Mechanic positions were approved for FYE 20. The two remaining Emergency Communications Officer positions are proposed to be added during FYE 2024 and the four remaining School Resource Officer positions will be added when funds are available from both the Norman Public School System and the City.

## Public Safety Sales Tax Staffing Plan

	Original Plan				Fulfilled in PSST I	Fulfilled in PSST II	Not Fulfilled	Reason
	Fire-fighters	Commissioned Police Officers	Non-commissioned Police Officers	Plan Total				
FYE 2008	0	0	0	0	0		0	
FYE 2009	0	12	0	12	12		0	
FYE 2010	15	9	0	24	24		0	
FYE 2011	0	9	0	9	9		0	
FYE 2012	15	5	0	20	20		0	
FYE 2013	0	2	0	2	2		0	
FYE 2014	0	2	0	2	2		0	
FYE 2015	0	2	0	2	2		0	
FYE 2016	0	6	0	6		6	0	
FYE 2017	0	7	2 Emerg Vehicle Mechanics 2 Emerg Communications Officers	11		2 Emerg Communications Officers	7 Police Officers 2 Emerg Vehicle Mechanics	Lack of funding/staffing
FYE 2018	0	0	0	0		3 Police Officers planned in FYE 2017	0	
FYE 2019	0	0	2 Emerg Communications Officers	2			4 Police Officers, 2 Emergency Communications Officers	Lack of funding/staffing
FYE 2020	0	0	0	0		2 Emerg Vehicle Mechanics planned in FYE 2017	4 Police Officers, 2 Emergency Communications Officers	Lack of funding/staffing
FYE 2021	0	0	0	0			4 Police Officers, 2 Emergency Communications Officers	Lack of funding
FYE 2022	0	0	0	0			4 Police Officers, 2 Emergency Communications Officers	Lack of funding
FYE 2023	0	0	0	0			4 Police Officers, 2 Emergency Communications Officers	Lack of funding
FYE 2024	0	0	0	0		2 Emerg Communications Officers	4 Police Officers	Lack of funding
<b>Total</b>	<b>30</b>	<b>54</b>	<b>0</b>	<b>90</b>	<b>71</b>	<b>15</b>	<b>4</b>	

### Total Public Safety Personnel\*

	Firefighters		Commissioned Police Officers	
	Budgeted	Filled 6/30	Budgeted	Filled 6/30
FY 2008	127	120	134	125
FY 2009	127	123	146	127
FY 2010	142	126	155	156
FY 2011	142	135	164	159
FY 2012	157	129	169	165
FY 2013	157	156	169**	154
FY 2014	157	150	171	159
FY 2015	157	156	173	157
FY 2016	157	145	177 <sup>#</sup>	158
FY 2017	157	155	177	163
FY 2018	157	151	178 <sup>##</sup>	160
FY 2019	158	141	180	170
FY 2020	158	148	180	176
FY 2021	158	155	171 <sup>***</sup>	166
FY 2022	158	143	171	160
FY 2023	158	149	180 <sup>###</sup>	158
FY 2024	158		180	

\*Only includes positions in the Fraternal Order of Police (FOP) and International Association of Fire Fighters (IAFF), excludes all other public safety support personnel.

\*\*In the FY 2013 Budget, one Major (FOP) position was reclassified to a non-union Deputy Police Chief position, and a Forensic Tech (FOP) position was reclassified to a non-union position, and two PSST positions were added, so no net change in total.

#In the FY 2015 Budget year, a Master Police Officer position was reclassified to a non-union Forensic Tech position. In FYE 2016, a Police Officer position was reclassified to a non-union I.T. Systems Support Tech position for the PD and six officers were added for the School Resource Officer program.

##In the FY 2018 Budget year, three additional School Resource Officers were added, an MPO was reclassified to a non-union Animal Welfare Shelter Manager and a Sergeant was reclassified as a non-union Police Standards Administrator. In FYE 2019, a police major was added.

\*\*\*In FYE 2021, nine commissioned positions were cut in the Police Department in the General Fund.

###In the FY 2023 Budget year, nine commissioned positions were added in the Police Department in the General Fund.

### Plan Status

The original PSST plan is complete. With the hiring of nine (9) additional police officers for the school resource officer program in FYE 16 and 18, two (2) Emergency Communications Officers in FYE 17, the hiring of two (2) Emergency Vehicle Mechanic positions in FYE 20, and the approval of two (2) Emergency Communications Officers in FYE 24, the plan for PSST II is almost complete. The hiring of four more School Resource Officers would fully implement the plan.

With the approval of PSST II, PSST II revenues will be utilized for specific capital improvements identified in the PSST II Ordinance, including an improved communications system, replacement of fire trucks and apparatus, relocation and reconstruction of Fire Station No. 5, and the construction of an emergency operations and dispatch facility.

### Findings and Conclusions

The Committee reports that City staff has been responsive to information requests and guidance as such requests have been made.

Committee members would like a more prospective review of public safety issues to be able to make recommendations to Council before any decisions are made. The Committee is a dedicated group that comprises subject matter experts within their fields and has the expertise needed to give Council advice and recommendations on public safety issues. Members are eager to share their knowledge with Council to help with decision making.

Public Safety Sales Tax expenditures have been extensively reviewed by the committee and the committee finds such expenditures have been made in accordance with the Ordinance establishing the parameters for such expenditures. In the Committee's judgment, the Police Department is successfully implementing Community Policing concepts.

### Looking Forward to Fiscal Year Ending 2024

In the future, the committee will continue monitoring activities designated in the COP Annual Work Plan (see Appendix F) as well as monitoring expenditures and revenues associated with the Public Safety Sales Tax collections.

The Committee also looks forward to the partnership with the Norman Public Schools for the School Resource Officer (SRO) Program as a part of the PSST extension. However, the Committee continues to be concerned that the original hiring plan of the SROs has not been implemented as planned due to budget constraints.

The members are also looking forward to the construction of the new Emergency Operations Center (EOC).

The committee stands ready to assist the Council in whatever advisory capacity they deem appropriate.

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The Citizen's Public Safety Oversight Committee FYE 2022 Annual Report was approved at the CPSOC meeting on October 12, 2023 with the recommendation that it be forwarded to City Council as required by Ordinance 0-0708-32.

DRAFT

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING THE CALLING AND HOLDING OF A SPECIAL ELECTION IN SAID CITY OF NORMAN, STATE OF OKLAHOMA, (THE CITY), ON THE 13<sup>TH</sup> DAY OF MAY, 2008, FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED, QUALIFIED ELECTORS OF SAID CITY THE QUESTION OF APPROVING OR REJECTING ORDINANCE NO. O-0708-32 OF THE CITY OF NORMAN, OKLAHOMA, LEVYING AND ASSESSING A SALES TAX OF ONE HALF OF ONE PERCENT (.5%) IN ADDITION TO PRESENT CITY AND STATE SALES TAXES UPON THE GROSS PROCEEDS OR GROSS RECEIPTS DERIVED FROM ALL SALES TO ANY PERSON TAXABLE UNDER THE SALES TAX LAW OF OKLAHOMA INCLUDING, BUT NOT LIMITED TO, CERTAIN ENUMERATED SALES LISTED THEREIN; PROVIDING FOR THE PURPOSE OF THE ONE HALF OF ONE PERCENT (.5%) SALES TAX TO BE USED FOR STAFFING OF ADDITIONAL POLICE PERSONNEL AND ADDITIONAL FIRE PERSONNEL IN ACCORDANCE WITH THE STAFFING PLAN ADOPTED HEREIN, VEHICLES AND EQUIPMENT FOR SUCH PERSONNEL, ACQUIRING, CONSTRUCTING, AND EQUIPPING TWO FIRE STATIONS IN THE CITY OF NORMAN, OKLAHOMA, AND THEN FOR SUCH OTHER LAWFUL PURPOSES AS SPECIFIED HEREIN; TO BECOME EFFECTIVE ON THE 1<sup>ST</sup> DAY OF OCTOBER, 2008, AND TERMINATE ON 30<sup>TH</sup> DAY OF SEPTEMBER, 2015; PROVIDING EXEMPTIONS EXEMPTED FROM THE SALES TAX LAW OF OKLAHOMA INCLUDING, BUT NOT LIMITED TO, CERTAIN ENUMERATED EXEMPTIONS LISTED THEREIN; PROVIDING FOR THE ADMINISTRATION AND COLLECTION OF TAX; REQUIRING THE FILING OF RETURNS; PROVIDING FOR INTEREST AND PENALTIES FOR FAILURE TO PAY TAX WHEN DUE; PROVIDING FOR TAXPAYER TO KEEP RECORDS; REQUIRING VENDORS TO COLLECT TAX FROM PURCHASER AT TIME OF SALE; ESTABLISHING LIENS; AUTHORIZING THE CITY COUNCIL TO MAKE ADMINISTRATIVE AND TECHNICAL CHANGES AND ADDITIONS EXCEPT TAX RATE; MAKING THE TAX CUMULATIVE; PROVIDING SEVERABILITY OF PROVISIONS; REQUIRING APPROVAL OF ORDINANCE BY MAJORITY OF REGISTERED VOTERS VOTING AT AN ELECTION HELD FOR SUCH PURPOSE AS PROVIDED BY LAW; FIXING EFFECTIVE DATE; AND PROVIDING FOR THE SEVERABILITY THEREOF.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA:

- § 1. Proposition. That the Mayor of the City of Norman, Oklahoma, or in her absence or incapacity, the duly qualified Mayor Pro Tem, be and hereby is authorized and directed to call a special election to be held in the City of Norman, Oklahoma, on the 13<sup>th</sup> day of May, 2008, for the purpose of submitting to the registered, qualified voters of said City of Norman, Oklahoma, for their approval or rejection the following proposition:

PROPOSITION

“SHALL ORDINANCE NO. O-0708-32 PROVIDING FOR THE ASSESSMENT OF A SALES TAX OF ONE HALF OF ONE PERCENT (.5%) IN ADDITION TO THE PRESENT CITY AND STATE SALES TAX UPON THE GROSS PROCEEDS OR GROSS RECEIPTS DERIVED FROM ALL SALES TO ANY PERSON TAXABLE UNDER THE SALES TAX LAW OF OKLAHOMA INCLUDING, BUT NOT LIMITED TO, CERTAIN ENUMERATED SALES LISTED THEREIN; PROVIDING FOR THE PURPOSE OF THE ONE HALF OF ONE PERCENT (.5%) TO BE USED, TO THE EXTENT FEASIBLE FROM THE REVENUES GENERATED HEREBY, FOR STAFFING OF FORTY-ONE (41) ADDITIONAL POLICE PERSONNEL AND THIRTY (30) ADDITIONAL FIRE PERSONNEL IN ACCORDANCE WITH THE STAFFING PLAN ADOPTED HEREIN, VEHICLES AND EQUIPMENT FOR SUCH PERSONNEL, ACQUIRING, CONSTRUCTING, AND EQUIPPING TWO FIRE STATIONS IN THE VICINITY OF 36<sup>TH</sup> AVENUE NORTHWEST AND TECUMSEH STREET AND IN THE VICINITY OF EAST ALAMEDA AND EAST 36<sup>TH</sup> AVENUE IN THE CITY OF NORMAN, OKLAHOMA, ALL TO BE OWNED EXCLUSIVELY BY THE CITY OF NORMAN AND THEN FOR SUCH OTHER LAWFUL PURPOSES OF THE CITY BE APPROVED; AND PROVIDING THAT SUCH ADDITIONAL ONE HALF OF ONE PERCENT (.5%) SHALL BEGIN TO BE LEVIED ON OCTOBER 1, 2008, AND CEASE TO BE LEVIED ON SEPTEMBER 30, 2015?”

- § 2. That such call for said election shall be by Special Election Proclamation and Notice, signed by the Mayor or Mayor Pro Tem and attested to by the City Clerk, setting forth the proposition to be voted on; that the ballots set forth in the proposition be voted upon substantially as set out in Section 1 hereof; and that the returns of said election shall be made to and canvassed by the Cleveland County Election Board.
- § 3. That the number and location of the polling places and the persons who conduct the elections shall be the same as the regular polling places and persons prescribed and selected by the Cleveland County Election Board for elections in the City of Norman, Oklahoma.
- § 4. That the Special Election Proclamation and Notice of even date, a copy of which is on file with the City Clerk and which is incorporated herein by reference, calling such special election is hereby approved in all respects, and that the Mayor or Mayor Pro Tem is hereby authorized to execute said special election proclamation on behalf of the City, and the City Clerk is hereby authorized to

attest and affix the seal of said City to said Special Election Proclamation and Notice and cause a copy of said Special Election Proclamation and Notice to be published as required by law, and a copy thereof delivered to the Cleveland County Election Board.

- § 5. That the City Clerk shall serve or cause to be served, a copy of this Ordinance and a copy of the Special Election Proclamation and Notice of Election upon the office of the Cleveland County Election Board, not less than sixty (60) days prior to the date of the election.
- § 6. Citation and codification. This Ordinance shall be known and cited as the Norman Sales Tax Ordinance of 2008, and the same shall be codified and incorporated into the Code of Ordinances of the City of Norman, Oklahoma (the "City").
- § 7. Tax imposed. It is hereby imposed a sales tax of one half of one percent (.5%) (in addition to any and all other sales taxes now in force) to be levied upon the gross receipts derived from all sales taxable under the Oklahoma Sales Tax Code.
- § 8. Effective date and termination. This Ordinance shall become and be effective on and after the 1<sup>st</sup> day of October, 2008, subject to approval of a majority of the registered voters of the City of Norman voting on the same in the manner prescribed by law. This Ordinance and the sales tax referenced herein shall terminate and cease to be levied seven (7) years from the effective date of this Ordinance, or on the 30th day of September, 2015 provided that this tax, at the discretion of the then sitting City Council, may be submitted to the registered voters of the City of Norman for re-approval prior to the expiration of the tax.
- § 9. Purposes of revenues. The proceeds of the one half of one percent (.5%) sales tax levied and assessed by this Ordinance shall be used, to the extent feasible from the revenues generated hereby, as follows:
- First, for staffing of forty-one (41) additional police personnel and thirty (30) additional fire personnel in accordance with the staffing plan adopted herein, vehicles and equipment for such personnel, acquiring, constructing, and equipping two fire stations in the vicinity of 36<sup>th</sup> Avenue Northwest and Tecumseh Street and in the vicinity of East Alameda and East 36<sup>th</sup> Avenue in the City of Norman, Oklahoma, all to be owned exclusively by the City of Norman and for the promotion of community relations through a philosophy of community policing which promotes a partnership and interaction between public safety personnel and the citizens of the City of Norman, and then for such other purposes as may be adopted by Council in accordance with criteria specified in section 13 below, provided it is not the intention that revenue generated from this additional tax levy be utilized to create inequities in the City of Norman Compensation system among public safety and nonpublic safety personnel.
- §10. Establishment of Citizens Public Safety Oversight Committee. A Citizens Public Safety Oversight Committee shall be established to review the expenditures of such monies and submit recommendations to Council regarding such expenditures.



- §11. Appointment and number of members. Members of the Citizens Public Safety Oversight Committee shall be appointed by the Mayor of the City of Norman upon approval by a majority of the City Council. The Committee shall consist of one member from each Ward and one member at-large. The Citizens Public Safety Oversight Committee shall not be current City employees, officials, contractors or vendors of the City.
- §12. Purposes of Citizens Public Safety Oversight Committee. The Citizens Public Safety Oversight Committee shall review the expenditure of revenues collected pursuant to this Ordinance to determine if such funds are expended for the purposes specified in the Ordinance, monitoring the successful implementation of community policing concepts, and issuing reports on their findings to the City Council and the public on an annual basis or as requested by Council, and may review and make recommendations on such other issues related to Public Safety as may be assigned to it by Council.
- §13. Staffing Plan. Revenues collected hereunder shall be expended first for the staffing, compensation and equipping of police and fire personnel over the period of the tax in accordance with the Staffing Plan set forth herein, and the excess for such other public needs as may be identified and budgeted by Council after evaluation considering at least one of the following criteria: projects or expenditures that enhance public safety services; projects or expenditures that enhance emergency management capabilities; projects or expenditures that provide direct services to the citizens; projects or expenditures that help ensure long term financial stability of the City; and/or projects or expenditures that provide for continuity of existing City services.

Year of Tax	Additional Police Personnel	Additional Fire Personnel
1	12	0
2	9	15
3	9	0
4	5	15
5	2	0
6	2	0
7	<u>2</u>	<u>0</u>
Total added Personnel	41	30

- §14. Subsisting state permits. All valid and subsisting permits to do business issued by the Oklahoma Tax Commission pursuant to the Oklahoma Sales Tax Code are, for the purpose of this Ordinance, hereby ratified, confirmed and adopted in lieu of any requirement for an additional City permit for the same purpose.
- §15. Payment of tax. The tax herein levied shall be paid at the time and in the manner and in the form prescribed for the payment of state sales tax under the Oklahoma Sales Tax Code.
- §16. In addition to current taxes. The tax levied hereby is in addition to any and all other sales taxes levied or assessed by the City. Provided, however, that those provisions of Article IV of Chapter 8 (Sales Tax) of the Code of Ordinances, of the City of Norman, Oklahoma, not inconsistent herewith, shall apply to the sales tax levied and assessed by this Ordinance. For the purpose of this Ordinance, references in the Code of Ordinances to specific provisions of the Oklahoma Sales Tax Code shall deem to be referenced to said statutory provisions, as amended.

- §17. Amendment. The citizens of the City of Norman, Oklahoma, by their approval of this Ordinance at the election hereinabove provided for, hereby authorize the City by Ordinance duly enacted to make any such administrative and technical changes or additions in the method and manner of administration and enforcing this Ordinance as may be necessary or proper for efficiency and fairness except that the purpose, rate and limitation of time for collection of the tax herein provided shall not be changed without the approval of the qualified electors of the City as provided by law. Prior to approval of such amendatory Ordinance, the Oversight Committee established pursuant to Section 10 herein shall review and make recommendation to the Council regarding the amendment.
  
- §18. Provisions cumulative. Provisions hereof shall be cumulative and in addition to any and all other taxing provisions of City Ordinances.
  
- §19. Exclusion from "Non-dedicated" UNP TIF revenues. The additional tax authorized under this Ordinance shall not be considered a "non-dedicated" tax as contemplated in the Norman University North Park Project Plan, and accordingly no revenues generated from this additional tax levied on retail sales occurring within the Increment District shall be considered part of the Sales Tax Increment apportioned to the University North Park Tax Increment Finance District.
  
- §20. Severability. If any section, subsection, sentence, clause, phrase or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

ADOPTED this 11<sup>th</sup> day of March, 2008. NOT ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

Cindy [Signature] \_\_\_\_\_ Mayor \_\_\_\_\_ Mayor

ATTEST:  
[Signature]  
 \_\_\_\_\_  
 City Clerk

# Resolution

R-0809-125

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, ESTABLISHING COMMUNITY ORIENTED POLICING (COP) IN ORDER TO IDENTIFY POLICING PRIORITIES OF THE COMMUNITY AND CREATE A STRATEGY FOR DEVELOPING PROCESSES FOR THOSE PRIORITIES.

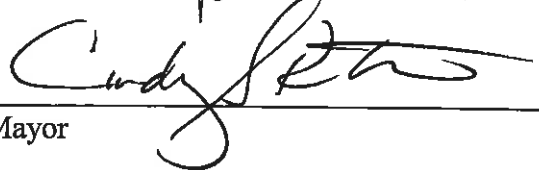
- § 1. WHEREAS, on May 13, 2008, a special election was held in the City of Norman for a proposed temporary increase in the city sales tax by one half of one percent (.5%).
- § 2. WHEREAS, one purpose of the revenues was for the promotion of community relations through a philosophy of community policing which promotes partnership and positive interaction between the public safety personnel and the citizens of the City of Norman.
- § 3. WHEREAS, the Citizens Public Safety Oversight Committee (CPSOC) was established to review expenditures, monitor the successful implementation of community policing concepts and issue reports on their findings to the City Council and the public at least annually, or as frequently as the committee deems appropriate, or as requested by Council, and make recommendations on other issues related to public safety as may be assigned by Council.
- § 4. WHEREAS, the City of Norman, Oklahoma, desires to establish Community Oriented Policing (COP) to assist the Police Department in identifying policing priorities and develop processes to achieve implementation of community policing.
- § 5. WHEREAS, that COP should be implemented as a philosophy which permanently and positively changes the police department's interaction with the community. This positive interaction will lead to the creation of a safe, diverse and inclusive community. By working together, the Norman Police Department and the citizens of Norman can develop creative solutions to contemporary community problems related to public safety including crime, fear of crime, social and physical disorder, and neighborhood decay.
- § 6. WHEREAS, it is believed that the development of identified activities that focus on all City departmental efforts will assist in the achievement of Community Oriented Policing.
- § 7. WHEREAS, the Norman City Council encourages future City Councils to fully evaluate and seek reconsideration, as appropriate, of the Public Safety Tax (which expires on September 30, 2015) at least one (1) year prior to its expiration.



NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA:

- § 8. That the Norman City Council and the Citizens Public Safety Oversight Committee shall assist the Police Department in identifying the policing priorities of the community and suggest processes to address those priorities.
- § 9. That the Police Department will prepare a Five Year Implementation Plan in order to set forth the strategies and activities to successfully implement community policing concepts based on the priorities and policies established by the Norman City Council and CPSOC.
- §10. That the Police Department will prepare an Annual Work Plan (AWP), consistent with the five (5) year plan on the basis of intended results, strategies, budget, and the formation of community partners. The AWP will provide detailed activity planning and set out what will be accomplished during the year. The AWP shall contain:
  - a. Expected outcomes;
  - b. Activities to be carried out towards the achievement of the expected outcomes;
  - c. The time frame (by calendar quarter) for undertaking the planned activities; and
  - d. Identification of those responsible for implementing components of the plan.

PASSED AND ADOPTED this 28<sup>th</sup> day of April, 2009.

  
\_\_\_\_\_  
Mayor

ATTEST:  
  
\_\_\_\_\_  
City Clerk



**City of Norman, Oklahoma  
2009  
Norman's Rededication to Community  
Oriented Policing**



**The Norman Police Department**

In September 1919, the City of Norman ("the City") received its charter and the Norman Police Department became the primary law enforcement agency for the City. All early documents indicate that the department's manpower at the time was in the single digits-employing one to four officers. As the population of the City has changed over the years, so has the Norman Police Department. Currently, the department consists of 147 commissioned and 55 civilian personnel, for a total of 202 employees.

All 202 employees are assigned to one of three bureaus: Patrol, Criminal Investigations and Staff Services. The Patrol Bureau is responsible for such things as responding to calls for service, investigating and taking appropriate action regarding traffic activity, criminal activity, and unusual circumstances. In addition, the Patrol Bureau is responsible for the apprehension of offenders, recovery of stolen property, and preparation of reports and presentation of court testimony. The department's Criminal Investigations Bureau is responsible for the investigation of criminal activity, collection and preservation of crime scene evidence, apprehension of offenders, recovery of stolen property, and preparation of reports. The Criminal Investigations Bureau also manages the presentation of evidence to the prosecutor's office and presentation of court testimony. The Staff Services Bureau is responsible for records, communications, training, personnel services, animal welfare, and fiscal management. In 2009, the total budget for the department is approximately \$17M (excluding capital projects).

**Initial Community Policing Efforts**

The concept of community oriented policing ("COP") was first implemented by the Norman Police Department in 1993. The department's focus was becoming more committed to providing the highest quality of police service by working in partnership with the community to create permanent solutions to problems and enhance the quality of life in Norman. Soon after the implementation of this philosophy, the department observed success in partnering with the community and addressing problems. Problem solving became a proactive task rather than a reactive one. However, over the next fifteen years, the department's COP approach was weakened by declining staffing levels, increasing population and calls for service.

crime, greater respect for law and order, increased crime control and crime prevention, and greater citizen satisfaction with police services.

Community policing represents a continuation of established traditions of policing in the United States. It flows from the following fundamental values:

- The police department believes that the prevention of crime is its number one priority.
- The police department involves the community in the delivery of its services.
- The police department holds itself accountable to the community it serves.
- The police department upholds three dimensions of equity: equal access to police services, equal treatment of all individuals under the U.S. Constitution, and equal distribution of police services and resources.

Research shows that community policing programs follow ten (10) underlying principals:

1. Crime prevention is the responsibility of the whole community.
2. The police and the community share ownership, responsibility, and accountability for the prevention of crimes.
3. Police effectiveness is a function of crime control, crime prevention, problem solving, community satisfaction, quality of life, and community engagement.
4. Mutual trust between the police and the community is essential for effective policing.
5. Crime prevention must be a flexible, long-term strategy in which the police and community collectively commit to resolving the complex and chronic causes of the crime.
6. Community policing requires knowledge, access and mobilization of community resources.
7. Community policing can only succeed when police administration and government officials enthusiastically support its principles and tenets.
8. Community policing depends on decentralized, community-based participation in decision-making.
9. Community policing allocates resources and services, which is based on analysis, identification and projection of patterns and trends, rather than incidents.
10. Community policing requires an investment in training with a special emphasis on: problem analysis and problem solving, facilitation, community organization, communication, mediation and conflict resolution, resource identification and use, networking and linkages, and cross-cultural competency.

It is a common misconception that COP is "soft on crime." This is not the case. Officers continue to make arrests and issue citations. However, the emphasis must shift with COP from activity indicators to long term solutions for problems. COP is also not "social work" or a cosmetic solution. The implementation of the COP philosophy merely formalizes and promotes community building and community-based problem solving which includes strong law enforcement components. COP must also not be viewed as a

### **Recent Events**

On May 13<sup>th</sup>, 2008, a special election was held in the City of Norman which proposed a temporary increase in the city sales tax by one half of one percent (.5%). Voters approved the proposition and it became effective on October 1, 2008. The approval of this additional tax, in part, will be used to staff additional police personnel, which in turn will allow COP to be reinstated in the community. With the enactment of this temporary public safety sales tax, a Citizen's Public Safety Oversight Committee was established to review the expenditures of the new monies and submit recommendations to the City Council regarding these expenditures. Members of the Citizen's Public Safety Oversight Committee are appointed by the Mayor upon approval by a majority of the City Council.

The Citizen's Public Safety Oversight Committee reviews the expenditures of revenues collected pursuant to the ordinance to determine if such funds are expended for the purposes specified in the ordinance. In addition, the Committee monitors the successful implementation of community policing concepts. Further, the City Council encourages the Citizens Oversight Committee to seek input and issue reports on their findings to the City Council and the public at least annually, or as frequently as the Committee deems appropriate or as requested by the Council. The Committee may review and make recommendations on such other issues related to Public Safety as may be assigned by the City Council.

In order to be successful, the COP mission and goals must be redefined to meet the current needs of the City of Norman. The City Council Oversight Committee along with members of the department recommend that the creation of a safe, diverse and inclusive community should be the paramount goal. The implementation of the COP philosophy is an opportunity to create positive interactions between the police department and the community.

### **Universal Principles of COP**

Community policing is best described as a philosophy, managerial style, and organizational strategy. The goals of community policing are to promote better police-community partnerships and more proactive problem solving with the community. Community policing can help solve a wide range of community problems and issues involving crime control, crime prevention, and fear of crime.

In addition to Community Oriented Policing (COP), community policing is referred to by several names such as Community Problem Solving, Neighborhood Policing, and Problem-Based Policing. In order to be effective, community policing must be based on collaboration between police and citizens in a non-threatening and cooperative spirit. COP requires that police listen to citizens, take seriously how citizens perceive problems and issues, and seek to solve problems which have been identified. A fundamental assumption of the community policing approach is that the community is more likely than the police to recognize and understand public safety needs. Effective community policing can result in enhanced quality of life in neighborhoods, reduction of the fear of

passing fad. In order to be effective, COP must be adopted as a philosophical change in the way the police interact with the public.

### **Norman's Desired COP Philosophy**

The purpose of this COP statement is to unify community efforts, build alignment and loyalty among the Police Department staff, communicate our COP stance to the entire organization and the community, and finally to empower employees to set correct priorities and make correct decisions.

In addition to defining the principles and values of COP, the Police Department and Council Oversight Committee developed a vision of COP for Norman. It is the position of the group that COP should be implemented as a philosophy which permanently and positively changes the police department's interaction with the community. This positive interaction will lead to the creation of a safe, diverse and inclusive community. By working together, the Norman Police Department and the citizens of Norman can develop creative solutions to contemporary community problems related to public safety including crime, fear of crime, social and physical disorder, and neighborhood decay.

The mission of community oriented policing is to enhance the quality of service to Norman by developing a partnership based on trust using community relations, problem identification/solutions, and crime prevention. These partnerships must be permanent relationships of trust between the police and the community that must be developed and maintained to establish a network of resources to help in the problem identification and problem solving process. These relationships of trust enable law enforcement to gain greater access to valuable information from the community that could lead to the solution and prevention of crimes. Trust must be achieved before the police can assess the needs of the community and develop the close ties that will create community support. Community partnerships require an adoption of a policing perspective that exceeds the standard/traditional law enforcement emphasis. It is well understood that these partnerships will not happen overnight and will require an ongoing effort to be maintained.

The first element in working towards community oriented policing is the formation of community partnerships. Partnerships between police and community stakeholders are needed in order to carefully examine the characteristics of problems in neighborhoods and apply appropriate remedies. The group has identified community stakeholders such as the University of Oklahoma, other Norman educational institutions, social service agencies, businesses, the media, law enforcement, elected and appointed civic officials, property owners associations, neighborhood watches and members of the community as entities that must work together to ensure the success of community oriented policing.

Another element of community oriented policing that must be in place for the program to become effective is problem solving. Problem solving must be implemented in a proactive method to identify problems, educate all parties involved, and assign resources to solve those problems. Problem solving will require statistical analysis of data to



produce feedback and evaluate the effectiveness of the solution. It is acknowledged that the results from this element may not be observed for several years after re-start-up.

The police must also enact a public information outreach to the community concerning community oriented policing programs, activities and opportunities. The police will in turn use these opportunities to develop partnerships to help identify and solve public safety issues. It is expected that the police will partner with Norman's diverse population to accomplish the expectations. The police must also open lines of communication from the youth to the elderly to address community concerns. The police will be able to then implement proactive crime prevention and increase the police visibility in the community, especially in neighborhoods.

Geographically based policing or the use of "beats" will allow for officers to be assigned to a specific area and remain as the primary person in the area. This will allow the officer to gain knowledge of that area and provide for accountability for the area. By remaining in one geographic location, officers are better able to act as liaisons for citizens with other city departments and give the community a clear understanding of whom to contact for COP issues. In addition, geographically based policing provides an opportunity for officers to focus on specific crime "hot spots" and adapt solutions. Officers should be continually evaluated on both their proactive and reactive programs.

Recruitment of new departmental personnel should be aimed at attracting new employees who are well suited to a COP philosophy. All commissioned and civilian departmental members will be COP knowledgeable, although some may have greater responsibilities. All department personnel, sworn and civilian, will be given initial and ongoing COP training. Their work plans, performance reviews, and performance measures will clarify expectations for employees under the COP philosophy. The entire organizational structure of the department will be structured to support COP.

The Citizens Oversight Committee should determine the mechanisms for measuring whether or not the benchmarks are being met, and if they should be adjusted based on their evaluations and public input. In order to facilitate this process, any needs should be directed to the City Manager and Council. The evaluation should be included in all reports. Our community's support of the COP program is essential to make it an enduring endeavor despite any changes in administration and political makeup of the Council. This can only be achieved by meeting the needs and expectations of the public. In order to achieve this, it is imperative for the Citizens Oversight Committee to create a means for public input and interaction.

### **Action**

To achieve its goals the Norman Police Department will prepare a Five Year Implementation Plan to set forth the strategies and activities to successfully implement community policing concepts. Further, the Norman Police Department will prepare an Annual Work Plan consistent with the Five Year Implementation Plan on the basis of intended results, strategies, budget and the formation of community partners. The

Annual Work Plan will provide detailed activity planning and accomplishments such as expected outcomes and activities, a time frame and identification of those responsible for implementation of all components of the Annual Work Plan.

**Conclusion**

Community oriented policing requires the police and the community to work together in partnership to solve community problems. Communication must be open and continuous with the youth of Norman and all other members of the community talking to police. COP allows for a better understanding of police duties and gives the citizens a greater voice in setting police priorities while improving the quality of life for the community. The partnerships created by community oriented policing will be permanent and help ensure a safe, diverse and inclusive city.

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DRAFT

AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AUTHORIZING THE CALLING AND HOLDING OF A SPECIAL ELECTION IN SAID CITY OF NORMAN, STATE OF OKLAHOMA, (THE CITY), ON THE FIRST DAY OF APRIL, 2014, FOR THE PURPOSE OF SUBMITTING TO THE REGISTERED, QUALIFIED ELECTORS OF SAID CITY THE QUESTION OF APPROVING OR REJECTING ORDINANCE NO. O-1314-33 OF THE CITY OF NORMAN, OKLAHOMA, LEVYING AND ASSESSING A SALES TAX OF ONE HALF OF ONE PERCENT (1/2%) ACCOUNTED FOR IN THE PUBLIC SAFETY SALES TAX FUND INTENDED TO REPLACE THE ONE HALF OF ONE PERCENT (1/2%) TEMPORARY PUBLIC SAFETY SALES TAX OF 2008 PROVIDED FOR IN ORDINANCE NO. O-0708-32 UPON ITS EXPIRATION ON SEPTEMBER 30, 2015 BUT IS OTHERWISE IN ADDITION TO PRESENT CITY AND STATE SALES TAXES UPON THE GROSS PROCEEDS OR GROSS RECEIPTS DERIVED FROM ALL SALES TO ANY PERSON TAXABLE UNDER THE SALES TAX LAW OF OKLAHOMA INCLUDING, BUT NOT LIMITED TO, CERTAIN ENUMERATED SALES LISTED THEREIN; PROVIDING FOR THE PURPOSE OF THE ONE HALF OF ONE PERCENT (1/2%) SALES TAX TO BE USED, TO THE EXTENT FEASIBLE FROM THE REVENUES GENERATED HEREBY, FOR THE PURPOSES OF RETENTION OF THE SEVENTY-ONE (71) PUBLIC SAFETY PERSONNEL POSITIONS INITIALLY ADDED WITH REVENUES FROM THE PUBLIC SAFETY SALES TAX OF 2008 COLLECTED PURSUANT TO ORDINANCE NO. O-0708-32; ADDITION OF THIRTEEN (13) POLICE PERSONNEL POSITIONS TO IMPLEMENT A SCHOOL RESOURCE OFFICER PROGRAM JOINTLY FUNDED WITH PARTICIPATING PUBLIC SCHOOL SYSTEMS WITHIN THE MUNICIPALITY, FOUR (4) EMERGENCY COMMUNICATIONS OFFICERS, AND TWO (2) EMERGENCY VEHICLE MECHANICS; REPLACEMENT OF CITY EMERGENCY COMMUNICATIONS SYSTEMS; CONSTRUCTION OF EMERGENCY OPERATIONS AND DISPATCH FACILITY; REPLACEMENT OF FIRE TRUCKS AND APPARATUS; RELOCATION AND RECONSTRUCTION OF FIRE STATION NO. 5; DEBT SERVICE IF INCURRED FOR THE ABOVE PURPOSES; AND THEN ACCOUNTING FOR THREE EIGHTHS OF ONE PERCENT (3/8%) TO THE GENERAL FUND AND ONE EIGHTH OF ONE PERCENT (1/8%) TO THE CAPITAL FUND FOR SUCH OTHER LAWFUL PURPOSES AS SPECIFIED HEREIN; TO BECOME EFFECTIVE ON THE FIRST DAY OF OCTOBER, 2015, FROM THE SALES TAX LAW OF OKLAHOMA INCLUDING, BUT NOT LIMITED TO, CERTAIN ENUMERATED EXEMPTIONS LISTED THEREIN; PROVIDING FOR THE ADMINISTRATION AND COLLECTION OF TAX; REQUIRING THE FILING OF RETURNS; PROVIDING FOR INTEREST AND PENALTIES FOR

FAILURE TO PAY TAX WHEN DUE; PROVIDING FOR TAXPAYER TO KEEP RECORDS; REQUIRING VENDORS TO COLLECT TAX FROM PURCHASER AT TIME OF SALE; ESTABLISHING LIENS; AUTHORIZING THE CITY COUNCIL TO MAKE ADMINISTRATIVE AND TECHNICAL CHANGES AND ADDITIONS EXCEPT TAX RATE; MAKING THE TAX CUMULATIVE; AMENDING SECTIONS 8-403 AND 8-416 OF CHAPTER 8 OF THE CODE OF ORDINANCES TO ADD A PERMANENT TAX FOR PUBLIC SAFETY PURPOSES; REQUIRING APPROVAL OF ORDINANCE BY MAJORITY OF REGISTERED VOTERS VOTING AT AN ELECTION HELD FOR SUCH PURPOSE AS PROVIDED BY LAW; FIXING EFFECTIVE DATE; AND PROVIDING FOR THE SEVERABILITY THEREOF.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA:

- § 1. Proposition. That the Mayor of the City of Norman, Oklahoma, or in her absence or incapacity, the duly qualified Mayor Pro Tem, be and hereby is authorized and directed to call a special election to be held in the City of Norman, Oklahoma, on the first day of April, 2014, for the purpose of submitting to the registered, qualified voters of said City of Norman, Oklahoma, for their approval or rejection the following proposition:

PROPOSITION

“SHALL ORDINANCE NO. O-1314-33 PROVIDING FOR THE ASSESSMENT OF A SALES TAX OF ONE HALF OF ONE PERCENT (1/2%) ACCOUNTED FOR IN THE PUBLIC SAFETY SALES TAX FUND INTENDED TO REPLACE THE ONE HALF OF ONE PERCENT (1/2%) TEMPORARY PUBLIC SAFETY SALES TAX OF 2008 PROVIDED FOR IN ORDINANCE NO. O-0708-32 UPON ITS EXPIRATION ON SEPTEMBER 30, 2015 BUT IS OTHERWISE IN ADDITION TO THE PRESENT CITY AND STATE SALES TAX UPON THE GROSS PROCEEDS OR GROSS RECEIPTS DERIVED FROM ALL SALES TO ANY PERSON TAXABLE UNDER THE SALES TAX LAW OF OKLAHOMA INCLUDING, BUT NOT LIMITED TO, CERTAIN ENUMERATED SALES LISTED THEREIN; PROVIDING FOR THE PURPOSE OF THE ONE HALF OF ONE PERCENT (1/2%) TO BE USED, TO THE EXTENT FEASIBLE FROM THE REVENUES GENERATED HEREBY, FOR THE PURPOSES OF RETENTION OF THE SEVENTY-ONE (71) PUBLIC SAFETY PERSONNEL POSITIONS INITIALLY ADDED WITH REVENUES FROM THE PUBLIC SAFETY SALES TAX OF 2008 COLLECTED

PURSUANT TO ORDINANCE NO. O-0708-32; ADDITION OF THIRTEEN (13) POLICE PERSONNEL POSITIONS TO IMPLEMENT A SCHOOL RESOURCE OFFICER PROGRAM JOINTLY FUNDED WITH PARTICIPATING PUBLIC SCHOOL SYSTEMS WITHIN THE MUNICIPALITY, FOUR (4) EMERGENCY COMMUNICATIONS OFFICERS, AND TWO (2) EMERGENCY VEHICLE MECHANICS; REPLACEMENT OF CITY EMERGENCY COMMUNICATIONS SYSTEMS; CONSTRUCTION OF EMERGENCY OPERATIONS AND DISPATCH FACILITY; REPLACEMENT OF FIRE TRUCKS AND APPARATUS; RELOCATION AND RECONSTRUCTION OF FIRE STATION NO. 5; DEBT SERVICE IF INCURRED FOR THE ABOVE PURPOSES; AND THEN ACCOUNTING FOR THREE EIGHTHS OF ONE PERCENT (3/8%) TO THE GENERAL FUND AND ONE EIGHTH OF ONE PERCENT (1/8%) TO THE CAPITAL FUND FOR SUCH OTHER LAWFUL PURPOSES OF THE CITY BE APPROVED; AND PROVIDING THAT ONE HALF OF ONE PERCENT (1/2%) SHALL BEGIN TO BE LEVIED ON OCTOBER 1, 2015?"

- § 2. That such call for said election shall be by Special Election Proclamation and Notice, signed by the Mayor or Mayor Pro Tem and attested to by the City Clerk, setting forth the proposition to be voted on; that the ballots set forth in the proposition be voted upon substantially as set out in Section 1 hereof; and that the returns of said election shall be made to and canvassed by the Cleveland County Election Board.
- § 3. That the number and location of the polling places and the persons who conduct the elections shall be the same as the regular polling places and persons prescribed and selected by the Cleveland County Election Board for elections in the City of Norman, Oklahoma.
- § 4. That the Special Election Proclamation and Notice of even date, a copy of which is on file with the City Clerk and which is incorporated herein by reference, calling such special election is hereby approved in all respects, and that the Mayor or Mayor Pro Tem is hereby authorized to execute said special election proclamation on behalf of the City, and the City Clerk is hereby authorized to attest and affix the seal of said City to said Special Election Proclamation and Notice and cause a copy of said Special Election Proclamation and Notice to be published as required by law, and a copy thereof delivered to the Cleveland County Election Board.
- § 5. That the City Clerk shall serve or cause to be served, a copy of this Ordinance and a copy of the Special Election Proclamation and Notice of Election upon the office of the Cleveland County Election Board, not less than sixty (60) days prior to the date of the election.



§ 6. Citation and codification. This Ordinance shall be known and cited as the Norman Public Safety Sales Tax Ordinance of 2015, and the same shall be codified and incorporated into Chapter 8, Article IV of the Code of Ordinances of the City of Norman, Oklahoma (the "City") as follows:

\* \* \*

Section 8-403 -- Tax Rate -- Sales subject to tax.

There is hereby levied an excise tax of three and one half (3.5) percent, upon the gross proceeds or gross receipts derived from all sales taxable under the Sales Tax Law of Oklahoma . . . [remaining provisions of this section unchanged]

\* \*

Section 8-416 -- Pledge of portions of tax for expenditure for certain purposes.

- (a) Seventy (70) percent of the additional or second one-percent excise tax (sales tax) will be expended solely for capital expenditures or debt service on obligations financing said capital expenditures for the City, or any public trust having the City as beneficiary, and the remaining thirty (30) percent of the additional or second one-percent tax will be expended for the general municipal government function of the City.
- (b) The additional one half percent of excise tax (sales tax) derived from the Public Safety Sales Tax of 2015 will be expended first to fund Public Safety Personnel positions that were initially funded by the Temporary Public Safety Sale Tax of 2008; to fund the addition of thirteen (13) police personnel to implement a school resource officer program, four (4) emergency communications officers, and two (2) emergency vehicle mechanics; replacement of city radio communications systems; construction of emergency operations and dispatch facility; replacement of fire trucks and apparatus; relocation and reconstruction of fire station no. 5; debt service if incurred for the above purposes.
- (c) Upon satisfaction of the purposes of subsection (b), then the revenues (sales tax) derived from the Public Safety Sales Tax of 2015 shall be accounted for as follows: three eighths of one percent (3/8%) to the General Fund and one eighth of one percent (1/8%) to the Capital Fund for such other public needs as may be identified and budgeted by Council after evaluation considering at least one of the following criteria: projects or expenditures that enhance public safety services;

projects or expenditures that enhance emergency management capabilities; projects or expenditures that enhance animal welfare capabilities; projects or expenditures that provide direct services to the citizens; projects or expenditures that help ensure long term financial stability of the City; and/or projects or expenditures that provide for continuity of existing City services.

\* \* \*

- § 7. Tax imposed. It is hereby imposed a sales tax of one half of one percent (1/2%) (in addition to any and all other sales taxes now in force) to be levied upon the gross receipts derived from all sales taxable under the Oklahoma Sales Tax Code.
- § 8. Effective date and termination. This Ordinance shall become effective on and after the first day of October, 2015, subject to approval of a majority of the registered voters of the City of Norman voting on the same in the manner prescribed by law.
- § 9. Purposes of revenues. The proceeds of the one half of one percent (1/2%) sales tax levied and assessed by this Ordinance shall be dedicated to the Public Safety Sales Tax Fund and used, to the extent feasible from the revenues generated hereby, as follows:

For retention of the seventy-one (71) public safety sales tax personnel initially added with revenues from the Public Safety Sales Tax of 2008 collected pursuant to Ordinance No. O-0708-32; addition of thirteen (13) police personnel to implement a school resource officer program jointly funded with participating public school systems within the municipality, four (4) emergency communications officers, and two (2) emergency vehicle mechanics; replacement of City emergency communications systems; construction of emergency operations and dispatch facility; replacement of fire trucks and apparatus; relocation and reconstruction of Fire Station No. 5; debt service if incurred for the above purposes; the revenues, upon satisfaction of the above purposes, shall be accounted for as follows: three eighths of one percent (3/8%) to the General Fund and one eighth of one percent (1/8%) to the Capital Fund for such other purposes as may be adopted by Council in accordance with criteria specified in section 13 below, provided it is not the intention that revenue generated from this additional tax levy be utilized to create inequities in the City of Norman Compensation system among public safety and nonpublic safety personnel.

- §10. Citizens Public Safety Oversight Committee. The Citizens Public Safety Oversight Committee, established by Ordinance No. O-0708-32, shall review the expenditures of such monies and submit recommendations to Council regarding such expenditures.

- §11. Appointment and number of members. The Citizens Public Safety Oversight Committee, established by Ordinance No. O-0708-32, shall continue to be appointed by the Mayor of the City of Norman upon approval by a majority of the City Council. Prior to the Mayor's recommended appointment of a new Committee member, the Mayor shall consult with the Councilmember for the Ward from which the Committee member is to be chosen. The Committee shall continue to consist of one member from each Ward and one member at-large. The Citizens Public Safety Oversight Committee shall not be current City employees, officials, contractors or vendors of the City.
- §12. Purposes of Citizens Public Safety Oversight Committee. The Citizens Public Safety Oversight Committee shall review the expenditure of revenues collected pursuant to this Ordinance to determine if such funds are expended for the purposes specified in the Ordinance, monitoring the successful implementation of community policing concepts, and issuing reports on their findings to the City Council and the public on an annual basis or as requested by Council, and may prospectively review and make recommendations on such other issues related to Public Safety as may be assigned to it by Council.
- §13. Staffing Plan. Revenues collected hereunder shall be accounted for in the Public Safety Sales Tax Fund and expended first for the retention of the seventy-one (71) public safety sales tax personnel initially added with revenues from the Public Safety Sales Tax of 2008 collected pursuant to Ordinance No. O-0708-32; addition of thirteen (13) police personnel to implement a school resource office program jointly funded with participating public school systems within the municipality, four (4) emergency communications officers, and two (2) emergency vehicle mechanics; replacement of City emergency communications systems; construction of emergency operations and dispatch facility; replacement of fire trucks and apparatus; relocation and reconstruction of Fire Station No. 5 over the period of the tax in accordance with the Staffing Plan set forth herein, and debt service if incurred for the above purposes. The revenues, upon satisfaction of the above purposes, shall be accounted for as follows: three eighths of one percent (3/8%) to the General Fund and one eighth of one percent (1/8%) to the Capital Fund for such other public needs as may be identified and budgeted by Council after evaluation considering at least one of the following criteria: projects or expenditures that enhance public safety services; projects or expenditures that enhance emergency management capabilities; projects or expenditures that enhance animal welfare capabilities; projects or expenditures that provide direct services to the citizens; projects or expenditures that help ensure long term financial stability of the City; and/or projects or expenditures that provide for continuity of existing City services.



Year of Tax	School Resource Police Officers	Additional Emergency Vehicle Mechanics	Additional Communications Officers
1	7	2	2
2	6	0	0
3	0	0	2

- §14. Subsisting state permits. All valid and subsisting permits to do business issued by the Oklahoma Tax Commission pursuant to the Oklahoma Sales Tax Code are, for the purpose of this Ordinance, hereby ratified, confirmed and adopted in lieu of any requirement for an additional City permit for the same purpose.
- §15. Payment of tax. The tax herein levied shall be paid at the time and in the manner and in the form prescribed for the payment of state sales tax under the Oklahoma Sales Tax Code.
- §16. In addition to current taxes. The tax levied hereby is intended to replace the one half of one percent (1/2%) temporary Public Safety Sales Tax of 2008 provided for in Ordinance no. O-0708-32 upon its expiration on September 30, 2015 and is otherwise in addition to any and all other sales taxes levied or assessed by the City. Provided, however, that those provisions of Article IV of Chapter 8 (Sales Tax) of the Code of Ordinances, of the City of Norman, Oklahoma, not inconsistent herewith, shall apply to the sales tax levied and assessed by this Ordinance. For the purpose of this Ordinance, references in the Code of Ordinances to specific provisions of the Oklahoma Sales Tax Code shall deem to be referenced to said statutory provisions, as amended.
- §17. Amendment. The citizens of the City of Norman, Oklahoma, by their approval of this Ordinance at the election hereinabove provided for, hereby authorize the City by Ordinance duly enacted to make any such administrative and technical changes or additions in the method and manner of administration and enforcing this Ordinance as may be necessary or proper for efficiency and fairness except that the purpose, rate and limitation of time for collection of the tax herein provided shall not be changed without the approval of the qualified electors of the City as provided by law. Prior to approval of such amendatory Ordinance, the Oversight Committee established pursuant to Section 10 herein shall review and make recommendation to the Council regarding the amendment.
- §18. Provisions cumulative. Provisions hereof shall be cumulative and in addition to any and all other taxing provisions of City Ordinances.
- §19. Exclusion from “Non-dedicated” UNP TIF revenues. The additional tax authorized under this Ordinance shall not be considered a “non-dedicated” tax as contemplated in the Norman University North Park Project Plan, and accordingly no revenues generated from this additional tax levied on retail sales occurring within the Increment District shall be considered part of the Sales Tax Increment apportioned to the University North Park Tax Increment Finance District.

§20. Severability. If any section, subsection, sentence, clause, phrase or portion of this ordinance is, for any reason, held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this ordinance.

ADOPTED this 28th day of January, 2014.

NOT ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

Cindy S. Postell  
Mayor

\_\_\_\_\_  
Mayor

ATTEST:

Terenda Hall  
City Clerk



SPECIAL ELECTION  
PROCLAMATION AND NOTICE OF ELECTION

Under and by virtue of the Statutes of the State of Oklahoma and acts complimentary, supplementary, and enacted pursuant thereto, and Ordinance No. O-1314-33 dated January 28, 2014, authorizing the calling of an elections on the Proposition hereinafter set forth, I, the undersigned Mayor of the City of Norman, Oklahoma. On the first day of April, 2014, for the purpose of submitting to the registered qualified voters in said City the proposed Proposition:

PROPOSITION

“SHALL ORDINANCE NO. O-1314-33 PROVIDING FOR THE ASSESSMENT OF A SALES TAX OF ONE HALF OF ONE PERCENT (1/2%) ACCOUNTED FOR IN THE PUBLIC SAFETY SALES TAX FUND INTENDED TO REPLACE THE ONE HALF OF ONE PERCENT (1/2%) TEMPORARY PUBLIC SAFETY SALES TAX OF 2008 PROVIDED FOR IN ORDINANCE NO. O-0708-32 UPON ITS EXPIRATION ON SEPTEMBER 30, 2015 BUT IS OTHERWISE IN ADDITION TO THE PRESENT CITY AND STATE SALES TAX UPON THE GROSS PROCEEDS OR GROSS RECEIPTS DERIVED FROM ALL SALES TO ANY PERSON TAXABLE UNDER THE SALES TAX LAW OF OKLAHOMA, INCLUDING, BUT NOT LIMITED TO, CERTAIN ENUMERATED SALES LISTED THEREIN; PROVIDING FOR THE PURPOSE OF THE ONE HALF OF ONE PERCENT (1/2%) TO BE USED, TO THE EXTENT FEASIBLE FROM THE REVENUES GENERATED HEREBY, FOR THE PURPOSES OF RETENTION OF THE SEVENTY-ONE (71) PUBLIC SAFETY PERSONNEL INITIALLY ADDED WITH REVENUES GENERATED FROM THE PUBLIC SAFETY SALES TAX OF 2008 LEVIED AND COLLECTED PURSUANT TO ORDINANCE NO. O-0708-32; ADDITION OF THIRTEEN (13) POLICE PERSONNEL TO IMPLEMENT A SCHOOL RESOURCE OFFICER PROGRAM JOINTLY FUNDED WITH PARTICIPATING PUBLIC SCHOOL SYSTEMS WITHIN THE MUNICIPALITY, FOUR (4) EMERGENCY COMMUNICATIONS OFFICERS, AND TWO (2) EMERGENCY VEHICLE MECHANICS; REPLACEMENT OF CITY EMERGENCY COMMUNICATIONS SYSTEMS; CONSTRUCTION OF EMERGENCY OPERATIONS AND DISPATCH FACILITY; REPLACEMENT OF FIRE TRUCKS AND APPARATUS; RELOCATION AND RECONSTRUCTION OF FIRE STATION NO. 5; DEBT SERVICE IF INCURRED FOR THE ABOVE PURPOSES; AND THEN ACCOUNTING FOR THREE EIGHTHS OF ONE PERCENT (3/8%) TO THE GENERAL FUND AND

ONE EIGHTH OF ONE PERCENT (1/8%) TO THE CAPITAL FUND FOR SUCH OTHER LAWFUL PURPOSES OF THE CITY BE APPROVED AFTER CONSIDERING SPECIFIED CRITERIA; AND PROVIDING THAT SUCH ADDITIONAL ONE HALF OF ONE PERCENT (1/2%) SHALL BEGIN TO BE LEVIED ON OCTOBER 1, 2015?"

The ballot used at said election shall set out the Proposition as set forth above and shall also contain the words:

- 1<sup>st</sup>        YES - FOR THE PROPOSITION
- 2<sup>nd</sup>        NO – AGAINST THE PROPOSITION

(If the voter desires to vote for the above Proposition, he shall mark the ballot accordingly; if he desires to vote against the above Proposition, he shall mark the ballot accordingly.)

That only the registered qualified voters of the City of Norman, Oklahoma, may vote upon the Proposition as above set forth. The polls shall be opened at 7:00 o'clock a.m. and shall remain open continuously until and be closed at 7:00 o'clock p.m.

The special election shall be held at the same places and in the same manner prescribed by law for conducting county and state elections and the numbers and locations of the polling places and the persons who shall conduct said election shall be the same as for county and state elections, all as respectively designated and prescribed by the County Election Board of Cleveland County, Oklahoma.

WITNESS my hand as Mayor of the City of Norman, Oklahoma, and the seal of said City affixed hereto on the 28<sup>th</sup> day of JANUARY 2014.

*Carely Spasell*  
\_\_\_\_\_  
Mayor

(SEAL)

ATTEST:

*Renee Hall*  
\_\_\_\_\_  
CITY CLERK





# Resolution

R-1314-111

A RESOLUTION OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, EXPRESSING THE INTENT OF THE CITY COUNCIL TO USE THOSE REVENUES GENERATED FROM THE TEMPORARY PUBLIC SAFETY SALES TAX REFERENDUM THAT ARE UNENCUMBERED WHEN THE TAX EXPIRES ON SEPTEMBER 30, 2015 FOR PUBLIC SAFETY CAPITAL IMPROVEMENTS, PROVIDED VOTERS APPROVE THE PUBLIC SAFETY SALES LEVY UNDER ORDINANCE NO. O-1314-33.

- § 1. WHEREAS, on March 11, 2008, the City Council adopted Ordinance No. O-0708-32, the Public Safety Sales Tax ("PSST I"), creating a temporary one half of one percent sales tax on retail sales extending from October 1, 2008 to September 30, 2015 with the revenues generated thereby to be used primarily for public safety purposes; and
- § 2. WHEREAS, the voters of the City of Norman approved Ordinance No. O-0708-32, PSST I, at a duly called election held on May 13, 2008; and
- § 3. WHEREAS, the primary purposes of PSST I, including the addition of seventy-one (71) public safety personnel, will have been accomplished before its expiration on September 30, 2015; and
- § 4. WHEREAS, because PSST I was a temporary sales tax, Council previously directed staff to reserve adequate revenues generated from PSST I to continue to fund the seventy-one (71) public safety personnel positions and associated equipment expenditures for an additional six months beyond the expiration date of PSST I; and
- § 5. WHEREAS, the City Council has authorized funding from PSST I revenues to accomplish a number of additional public safety capital improvements and expenditures authorized by the PSST I Ordinance including: improved communication systems; remodeling and equipping the Norman Investigations Center (formerly Smalley Center); making a contribution to the "Rainy Day" Fund; and making a contribution to the General Fund in support of the emergency communications function; among other expenditures, and City Council anticipates revenues from PSST I to remain unencumbered beyond those purposes on September 30, 2015; and



- § 6. WHEREAS, on January 28, 2014, the City Council adopted Ordinance No. O-1314-33, the continuation of the Public Safety Sales Tax ("PSST II"), that will continue to levy a one half of one percent tax on retail sales beginning on October 1, 2015; and
- § 7. WHEREAS, the voters of the City of Norman will consider approval of Ordinance No. O-1314-33, PSST II, at a duly called election held on April 1, 2014; and
- § 8. WHEREAS, if PSST II is approved by the voters, the revenues collected to be set aside from PSST I initially intended to pay for salaries, benefits, and associated equipment of the seventy-one (71) public safety personnel hired under PSST I for an additional six months beyond the expiration of PSST I will no longer be necessary for such a purpose, and revenues collected that are unencumbered on September 30, 2015, as described in Section 5 above, together, are estimated to be four million nine hundred thousand dollars (\$4.9 million); and
- § 9. WHEREAS, City Council desires to formally express its intent, should the voters approve PSST II, to utilize the PSST I revenues identified in Section 8 above, to the extent needed, for the specific Public Safety capital improvements identified in the PSST II Ordinance.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA:**

- § 10. That should the voters approve Ordinance O-1314-33, then the revenues collected under PSST I originally intended to provide for salary, benefits, and associated equipment for the seventy-one public safety personnel positions for an additional six months beyond the expiration date of PSST I, and the other unencumbered PSST I revenues on September 30, 2015, shall be used, to the extent needed, for the specific Public Safety capital improvements identified in the PSST II Ordinance.

PASSED AND ADOPTED this 25th day of February, 2014.



Cindy Fogel  
Mayor

ATTEST:

Brenda Hall  
City Clerk

**2022 CALENDAR YEAR  
SCHEDULE OF REGULAR MEETINGS**

Monthly Planner	<i>[Signature]</i>
City Web Calendar	<i>[Signature]</i>
Meeting Room Calendar	<i>[Signature]</i>

**Public Safety Oversight Committee**

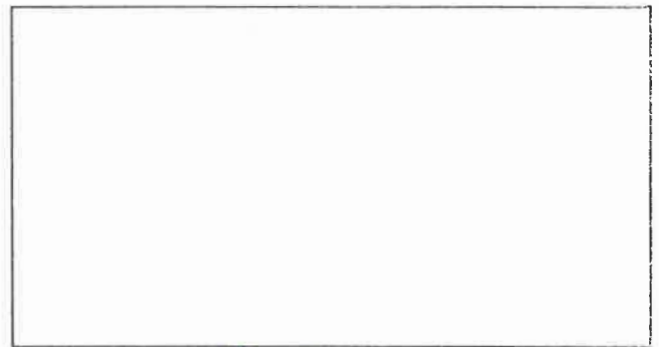
Name of Board/Commission/Committee

Please enter the date of the meeting in the DATE column or type in the following:  
"Meetings scheduled as Needed" in the DATE column.

DATE	TIME	Physical Location
January 13, 2022	4:00 pm	201 W. Gray St. Municipal Building, City Council Chambers <b>CANCELLED</b>
February 17, 2022	4:00 pm	201 W. Gray St. Municipal Building, City Council Chambers
March 10, 2022	4:00 pm	201 W. Gray St. Municipal Building, City Council Chambers
April 14, 2022	4:00 pm	201 W. Gray St. Municipal Building, City Council Chambers <b>CANCELLED</b>
May 12, 2022	4:00 pm	201 W. Gray St. Municipal Building, City Council Chambers
June 9, 2022	4:00 pm	201 W. Gray St. Municipal Building, City Council Chambers
July 14, 2022	4:00 pm	201 W. Gray St. Municipal Building, City Council Chambers
August 11, 2022	4:00 pm	201 W. Gray St. Municipal Building, City Council Chambers
September 8, 2022	4:00 pm	201 W. Gray St. Municipal Building, City Council Chambers
October 13, 2022	4:00 pm	201 W. Gray St. Municipal Building, City Council Chambers
November 10, 2022	4:00 pm	201 W. Gray St. Municipal Building, City Council Chambers
December 8, 2022	4:00 pm	201 W. Gray St. Municipal Building, City Council Chambers

To be completed by person filing notice:

Name: Ashley Evans  
Administrative Technician IV  
 Address: 201 W. Gray St.  
Building C  
 Phone No.: 405-366-5413



Filed in the office of the Municipal Clerk at 2:45 a.m. /p.m. on 10/28/21

Signed: *Brenda Hall*  
 City Clerk

\*Must be filed prior to December 15, 2022

**2023 CALENDAR YEAR  
SCHEDULE OF REGULAR MEETINGS**

Monthly Planner	
Municode Calendar	
Meeting Room Calendar	

**Public Safety Oversight Committee**

Name of Board/Commission/Committee

Please enter the date of the meeting in the DATE column or type in the following:  
"Meetings scheduled as Needed" in the DATE column.

DATE	TIME	Physical Location
January 12, 2023	4:00 pm	201 W. Gray, Council Chambers, Norman, OK
February 9, 2023	4:00 pm	225 N. Webster, Development Center Room B, Norman, OK
March 9, 2023	4:00 pm	225 N. Webster, Development Center Room B, Norman, OK
April, 13, 2023	4:00 pm	225 N. Webster, Development Center Room B, Norman, OK
May 11, 2023 <b>Cancelled</b>	4:00 pm	225 N. Webster, Development Center Room B, Norman, OK
June 8, 2023	4:00 pm	225 N. Webster, Development Center Room B, Norman, OK
July 13, 2023	4:00 pm	225 N. Webster, Development Center Room B, Norman, OK
August 10, 2023	4:00 pm	225 N. Webster, Development Center Room B, Norman, OK
September 14, 2023	4:00 pm	225 N. Webster, Development Center Room B, Norman, OK
October 12, 2023	4:00 pm	225 N. Webster, Development Center Room B, Norman, OK
November 9, 2023	4:00 pm	225 N. Webster, Development Center Room B, Norman, OK
December 14, 2023	4:00 pm	225 N. Webster, Development Center Room B, Norman, OK

To be completed by person filing notice:

Name: Danielle Risenhoover  
Administrative Tech. IV  
 Address: 225 N. Webster Ave.  
Norman, OK 73069  
 Phone No.: 405-366-5413

Filed in the office of the Municipal Clerk at 1:25 a.m./p.m. on 5/4/23

Signed: Brenda Hall  
 City Clerk

\*AMENDED



**CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES**  
**July 14, 2022**

The Citizens Public Safety Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met at 4 p.m. via 201 W. Gray St. City Council Chambers, on the 14<sup>th</sup> day of July 2022, and notice and agenda of the meeting were posted at City Hall located at 201 W. Gray Street 24 hours prior to the beginning of the meeting.

**PRESENT:** Chair Linda Price, Members Lea Greenleaf, Mike Rainer, and Greg Gilkey, Kenny Orr, Kyle Hurley, and Russell Rice

**ABSENT:** Members Jim Costello and Ann Gallagher

**COMMITTEE LIAISONS:** FOP (position vacant)  
OU (position vacant)  
IAFF (position vacant)

**STAFF PRESENT:** Anthony Francisco, Director of Finance  
Ashley Evans, Administrative Technician  
Kim Coffman, Budget Manager  
Russell Anderson, Communication Systems Manager  
Major Barbour, NPD  
Jacob Huckabaa, Budget Technician  
Chief Travis King, NFD  
Bill Scanlon, Citizen

Item 1, being

**CALL TO ORDER**

Chair Price called the meeting to order at 4 pm. She welcomed staff and guests to the meeting and asked them to introduce themselves.

\*\*\*\*\*

Item 2, being

**APPROVAL OF THE CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES  
OF June 9, 2022.**

Member Greenleaf made a motion to approve the Citizens Public Safety Oversight Committee minutes, of the June 9, 2022 meeting, which motion was duly seconded by Member Rice; and the question being to approve the Citizens Public Safety Oversight Committee minutes of June 9, 2022, a vote was taken with the following result:

**YEAS:**

Chair Linda Price, Members Lea Greenleaf, Mike Rainer, and Greg Gilkey, Kenny Orr, Kyle Hurley, and Russell Rice

**NAYES:**

none

Chair Price declared the motion carried and the Citizens Public Safety Oversight Committee minutes of June 9, 2022 approved.

\*\*\*\*\*

**ITEM 3, being:**

**MONTHLY UPDATES**

**Finance Report**

Kim Coffman gave the update. She stated that we ended the fiscal year 16% above the budget revenues for FYE 22.

**Fire Department**

Chief King gave the update. He stated that we are starting the order of another pumper. We have 15 new recruits that started class on Monday.

**Police Report**

Major Barbour gave the update. He stated that the Police Department participated in Safety Town, the Jr. Police Academy, the Police Activities League, and a cookout at the Salvation Army. National Night Out is October 3<sup>rd</sup> and the next Coffee with a Cop is September 5<sup>th</sup>. We are currently down 21 commissioned officers and 11 non-commissioned officers.

Dispatch

Russell Anderson gave the update. He stated we are down 6 people still and are hiring 2 tomorrow.

\* \* \* \* \*

ITEM 4, being

**UPDATE ON EMERGENCY OPERATIONS CENTER (EOC) PROJECT**

Major Barbour gave the update. He stated that we are still moving forward with the design phase.

\* \* \* \* \*

Item 5, being

**CONSIDERATION OF SENDING RECOMMENDATION TO CITY COUNCIL ADVOCATING FOR FULLY IMPLEMENTING THE PSST SRO PROGRAM**

The Committee engaged in a discussion about whether more SROs were needed in schools considering the recent school shootings in the news. Member Rice presented statistics gathered about the Norman SRO program.

Member Greenleaf made a motion to approve sending a recommendation to City Council advocating for fully implementing the PSST SRO program, which motion was duly seconded by Member Rainer; and the question being to approve sending a recommendation to City Council advocating for fully implementing the PSST SRO program, a vote was taken with the following result:

YEAS:

Chair Linda Price, Members Lea Greenleaf, Mike Rainer, and Greg Gilkey, and Kenny Orr

NAYES:

Members Kyle Hurley and Russell Rice

Chair Price declared the motion carried and the recommendation to City Council advocating for fully implementing the PSST SRO program approved.

\* \* \* \* \*

Item 6, being

**CONSIDERATION OF SENDING RECOMMENDATION TO CITY COUNCIL ADVOCATING FOR FULLY IMPLEMENTING THE PSST COMMUNICATIONS PROGRAM**

The Committee engaged in a discussion regarding fully implementing the dispatch portion of the PSST, and Member Rice stated that dispatch saves lives.

Member Gilkey made a motion to approve sending a recommendation to City Council advocating for fully implementing the PSST Communications program, which motion was duly seconded by Member Rice; and the question being to approve sending a recommendation to City Council advocating for fully implementing the PSST Communications program, a vote was taken with the following result:

YEAS:

Chair Linda Price, Members Lea Greenleaf, Mike Rainer, and Greg Gilkey, Kenny Orr, Kyle Hurley, and Russell Rice

NAYES:

none

Chair Price declared the motion carried and the recommendation to City Council advocating for fully implementing the PSST Communications program approved.

\* \* \* \* \*

Item 7, being

**ESTABLISH AGENDA TOPICS FOR THE NEXT August 11, 2022 MEETING**

All normal topics at the next meeting.

\*\*\*\*\*

Item 8, being

MISCELLANEOUS COMMENTS

None at this time.

\*\*\*\*\*

Item 9, being

ADJOURNMENT

Adjourned at 5:13 pm

DRAFT

CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES  
August 11, 2022

The Citizens Public Safety Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met at 4 p.m. via 201 W. Gray St. City Council Chambers, on the 11<sup>th</sup> day of August 2022, and notice and agenda of the meeting were posted at City Hall located at 201 W. Gray Street 24 hours prior to the beginning of the meeting.

PRESENT: Chair Linda Price, Members Lea Greenleaf, Mike Rainer, Kenny Orr, Kyle Hurley, and Russell Rice

ABSENT: Members Jim Costello, Greg Gilkey, and Ann Gallagher

COMMITTEE LIAISONS: FOP (position vacant)  
OU (position vacant)  
IAFF (position vacant)

STAFF PRESENT: Ashley Evans, Administrative Technician  
Russell Anderson, Communication Systems Manager  
Major Barbour, NPD  
Jacob Huckabaa, Budget Technician  
Chief Travis King, NFD  
Bill Scanlon, Citizen

Item 1, being

CALL TO ORDER

Chair Price called the meeting to order at 4 pm. She welcomed staff and guests to the meeting and asked them to introduce themselves.

\*\*\*\*\*

Item 2, being

APPROVAL OF THE CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES  
OF July 14, 2022.

Member Greenleaf made a motion to approve the Citizens Public Safety Oversight Committee minutes, of the July 14, 2022 meeting, which motion was duly seconded by Member Rice; and the question being to approve the Citizens Public Safety Oversight Committee minutes of July 14, 2022, a vote was taken with the following result:

YEAS: Chair Linda Price, Members Lea Greenleaf, Mike Rainer, Kenny Orr, Kyle Hurley, and Russell Rice

NAYES: none

Chair Price declared the motion carried and the Citizens Public Safety Oversight Committee minutes of July 14, 2022 approved.

\* \* \* \* \*

ITEM 3, being:

#### MONTHLY UPDATES

##### Finance Report

Jacob Huckabaa gave the update. He stated that sales tax collection is 6% below budget and expenditures are below budget.

##### Fire Department

Chief King gave the update. He stated that the new pumper tanker will be ordered in the next few days. It cost \$110,000 more than the same truck they ordered last year due to inflation. We now have 16 recruits in the Academy.

##### Police Report

Major Barbour gave the update. He stated that Captain Hopkins will be the new representative for the PSST Committee. 4 cadets are still in the Academy and the next Academy starts September

6<sup>th</sup> with 5 cadets. We are currently down 8 non-commissioned people and 22 commissioned officers. National Night Out is October 3<sup>rd</sup>. Coffee with a Cop is October 5<sup>th</sup> at Panera Bread. The Citizens Police Academy begins at the end of August.

Dispatch

Russell Anderson gave the update. He stated we have 2 dispatchers in the Academy doing well and 2 more starting background checks. We will be doing interviews next week with 7 applicants.

\* \* \* \* \*

ITEM 4, being

UPDATE ON EMERGENCY OPERATIONS CENTER (EOC) PROJECT

Major Barbour gave the update. He stated that the design documents are complete and we are starting talks about the ground breaking.

\* \* \* \* \*

Item 5, being

ESTABLISH AGENDA TOPICS FOR THE NEXT September 8, 2022 MEETING

All normal topics at the next meeting.

\* \* \* \* \*

Item 6, being

MISCELLANEOUS COMMENTS

Chair Price would like to have more structured meetings. All Committee Members agree.

\* \* \* \* \*

Item 7, being

ADJOURNMENT

Adjourned at 4:58 pm



CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES  
September 8, 2022

The Citizens Public Safety Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, were unable to meet at 4 p.m. via 201 W. Gray St. City Council Chambers, on the 8<sup>th</sup> day of September 2022, due to the lack of a quorum.

DRAFT

CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES  
October 13, 2022

The Citizens Public Safety Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met at 4 p.m. via 201 W. Gray St. City Council Chambers, on the 13<sup>th</sup> day of October 2022, and notice and agenda of the meeting were posted at City Hall located at 201 W. Gray Street 24 hours prior to the beginning of the meeting.

PRESENT: Chair Linda Price, Members Ann Gallagher, Mike Rainer, Kenny Orr, Kyle Hurley, and Greg Gilkey

ABSENT: Members Russell Rice and Lea Greenleaf

COMMITTEE LIAISONS: FOP (position vacant)  
OU (position vacant)  
IAFF (position vacant)

STAFF PRESENT: Jacob Huckabaa, Budget Technician  
Major Barbour, NPD  
Assistant Chief Jason Smith, NFD

CITIZENS PRESENT: Bill Scanlon  
Roger Gallagher

Item 1, being

CALL TO ORDER

Chair Price called the meeting to order at 4 pm. She welcomed staff and guests to the meeting and asked them to introduce themselves.

\*\*\*\*\*

Item 2, being

APPROVAL OF THE CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES OF SEPTEMBER 8, 2022.

There were no minutes to approve from the September 8 meeting as it was cancelled for a lack of a quorum. Chair Price stated that the minutes from the August 11, 2022 meeting should have been included in this packet since they could not be approved at the canceled September 8 meeting. She

requested that they be included in the November meeting packet to be approved with the minutes from the current meeting. No other action taken.

\* \* \* \* \*

ITEM 3, being:

## MONTHLY UPDATES

### Finance Report

Jacob Huckabaa gave the update. He stated that year to date revenue is about 7% below the budget target and sales tax is about 4% below target. Spending for all departments have been below budget targets.

### Fire Department

Assistant Chief Jason Smith gave the update. We had 16 recruits graduate from the Academy. Our new fire engine is expected to be delivered next spring and a brush unit should be delivered in December.

### Police Department and Dispatch

Major Barbour gave the update. The Citizen's Police Academy is about halfway complete. SRO statistics for the 21-22 school year consisted of 3 physical arrests with 2 of those being unrelated to the school or students; 32 non-custodial charges where they were able to stabilize the situation; 15 citations were issued stemming from 3 separate incidents; 6 protective custodies of children related to child welfare; 53 protective custodies related to crisis intervention. School threats have increased in frequency over the last few years. Dispatch has 4 vacancies currently with 3 applicants in training and 1 applicant in the background check phase. We are currently down 26 commissioned officers. We have 5 recruits in the Academy currently and 4 officers are in field training. 12 applicants are starting the background check phase for the January Academy and there will be another Academy in June. There are also 4 lateral candidates from other agencies. There was an incident this month where an individual had barricaded themselves in a home and fired several rounds at officers over a 12 hour period. Cleveland County and the Moore Police Department assisted with a Bearcat and no officers were hit by gunfire.

\* \* \* \* \*

ITEM 4, being

## UPDATE ON EMERGENCY OPERATIONS CENTER (EOC) PROJECT

Major Barbour gave the update. He stated that the last few weeks have consisted of extensive value engineering, but the square footage of the facility has been maintained and the full building will still be hardened. Final construction documents are expected mid-November and we will go

to bid by the end of November. We hope to receive the bids by Christmas. The ground breaking has been scheduled for January 19 at 2:00 p.m.

\* \* \* \* \*

Item 5, being

ESTABLISH AGENDA TOPICS FOR THE NOVEMBER 10, 2022 MEETING

Member Hurley requested an agenda item to discuss a recommendation to Council in support of using Seizure funds to purchase a Bearcat. All Committee Members agree and would like the Police Department to present some data on Bearcats and the Seizure fund.

\* \* \* \* \*

Item 6, being

MISCELLANEOUS COMMENTS

Member Gallagher thanked Member Hurley for making this agenda item suggestion. Chair Price told the Police Department well done in the way they handled the barricade incident.

\* \* \* \* \*

Item 7, being

ADJOURNMENT

Adjourned at 5:10 pm

DRAFT

CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES  
November 10, 2022

The Citizens Public Safety Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met at 4 p.m. via 201 W. Gray St. City Council Chambers, on the 10<sup>th</sup> day of November 2022, and notice and agenda of the meeting were posted at City Hall located at 201 W. Gray Street 24 hours prior to the beginning of the meeting.

PRESENT: Chair Linda Price, Members Ann Gallagher, Mike Rainer, Kenny Orr, Kyle Hurley, Russell Rice, Mark Emerson, and Greg Gilkey

ABSENT: Member Lea Greenleaf

COMMITTEE LIAISONS: FOP (position vacant)  
OU (position vacant)  
IAFF (position vacant)

STAFF PRESENT: Kim Coffman, Budget Manager  
Jacob Huckabaa, Budget Technician  
Major Barbour, NPD  
Chief Travis King, NFD  
Joel Goldstein, 911 Communications

CITIZENS PRESENT: Bill Scanlon

Item 1, being

CALL TO ORDER

Chair Price called the meeting to order at 4 pm. She welcomed staff and guests to the meeting and asked them to introduce themselves.

\*\*\*\*\*

Item 2, being

APPROVAL OF THE CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES OF AUGUST 11 AND OCTOBER 13, 2022.

Member Gallagher made a motion to approve the Citizens Public Safety Oversight Committee minutes of the August 11, and October 13, 2022 meetings, which motion was duly seconded by

Member Rice; and the question being to approve the Citizens Public Safety Oversight Committee minutes of August 11 and October 13, 2022, a vote was taken with the following result:

YEAS: Chair Linda Price, Members Ann Gallagher, Mike Rainer, Kenny Orr, Kyle Hurley, Russell Rice, Mark Emerson, and Greg Gilkey

NAYES: none

Chair Price declared the motion carried and the Citizens Public Safety Oversight Committee minutes of August 11 and October 13, 2022 approved.

\* \* \* \* \*

ITEM 3, being:

MONTHLY UPDATES- Finance and Budget

Kim Coffman gave the report. She stated that sales taxes are about 2% below the budget target year to date and overall Public Safety Sales Tax revenues are about 2% below the budget target year to date. Police and Fire have been spending conservatively and expenditures are below the budget target.

\* \* \* \* \*

ITEM 4, being:

MONTHLY UPDATES- Fire Department

Chief King gave the update. The budget process for next fiscal year is about to begin and a mid mount aerial ladder platform apparatus will be requested for next fiscal year. This will be the final apparatus replacement in the Public Safety Sales Tax apparatus replacement program.

\* \* \* \* \*

ITEM 5, being:

MONTHLY UPDATES- Police Department and Dispatch

Major Barbour gave the update on COP statistics and current police vacancies. He said he's been transferred to a different division and Major Vincent will be taking over Community and Staff Services and reporting to the Committee starting in December. Joel Goldstein gave the update on Dispatch vacancies and the status of the current hiring process.

\* \* \* \* \*

ITEM 6, being

UPDATE ON EMERGENCY OPERATIONS CENTER (EOC) PROJECT

Major Barbour gave the update. He stated that the construction drawings are 90% complete and the ground breaking has been scheduled for January 19 at 2:00 p.m.

\* \* \* \* \*

Item 7, being

DISCUSSION AND POSSIBLE ACTION ON 2023 SCHEDULE OF MEETINGS

Member Gallagher made a motion to approve the Citizens Public Safety Oversight Committee 2023 Schedule of Meetings as presented, which motion was duly seconded by Member Rice; and the question being to approve the Citizens Public Safety Oversight Committee 2023 Schedule of Meetings, a vote was taken with the following result:

YEAS:

Chair Linda Price, Members Ann Gallagher, Mike Rainer, Kenny Orr, Kyle Hurley, Russell Rice, Mark Emerson, and Greg Gilkey

NAYES:

none

Chair Price declared the motion carried and the Citizens Public Safety Oversight Committee 2023 Schedule of Meetings approved.

\* \* \* \* \*

Item 8, being

DISCUSSION AND POSSIBLE ACTION ON ANNUAL REPORT FOR FYE 2022

Kim Coffman presented the FYE 2022 Citizens Public Safety Oversight Committee Annual Report and requested feedback from the Committee. The Committee requested that the first bullet under the Looking Forward section of the Executive Summary be removed and a bullet be added to that section listing the Mid Mount Aerial Ladder Platform apparatus that will be requested for FYE 24.

Member Hurley made a motion to approve the FYE 2022 Citizens Public Safety Oversight Committee Annual Report as amended, which motion was duly seconded by Member Rice; and the question being to approve the FYE 2022 Citizens Public Safety Oversight Committee Annual Report, a vote was taken with the following result:

YEAS:

Chair Linda Price, Members Ann  
Gallagher, Mike Rainer, Kenny Orr,  
Kyle Hurley, Russell Rice, Mark  
Emerson, and Greg Gilkey

NAYES:

none

Chair Price declared the motion carried and the FYE 2022 Citizens Public Safety Oversight Committee Annual Report approved.

\* \* \* \* \*

Item 9, being

ESTABLISH AGENDA TOPICS FOR THE DECEMBER 8, 2022 MEETING

No additional items were suggested by the Committee.

\* \* \* \* \*

Item 10, being

MISCELLANEOUS COMMENTS

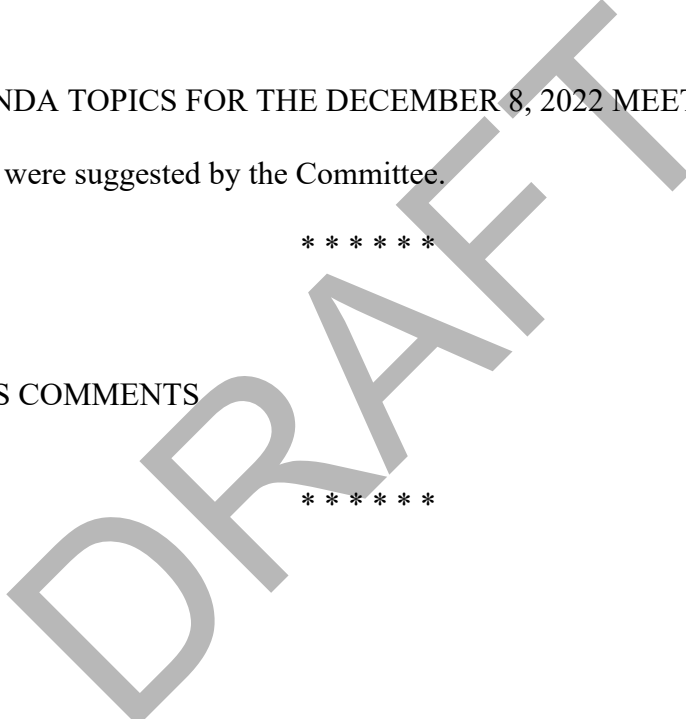
None

\* \* \* \* \*

Item 11, being

ADJOURNMENT

Adjourned at 4:54 pm





CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES  
December 8, 2022

The Citizens Public Safety Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met at 4 p.m. via 201 W. Gray St. City Council Chambers, on the 8<sup>th</sup> day of December 2022, and notice and agenda of the meeting were posted at City Hall located at 201 W. Gray Street 24 hours prior to the beginning of the meeting.

PRESENT: Chair Linda Price, Members Ann Gallagher, Lea Greenleaf, Kenny Orr, Kyle Hurley, Mark Emerson, and Greg Gilkey

ABSENT: Members Russell Rice and Mike Rainer

COMMITTEE LIAISONS: FOP (position vacant)  
OU (position vacant)  
IAFF (position vacant)

STAFF PRESENT: Kim Coffman, Budget Manager  
Jacob Huckabaa, Budget Technician  
Major Barbour, NPD  
Captain Hopcus, NPD  
Chief Travis King, NFD  
Russell Anderson, Communication Systems Manager

CITIZENS PRESENT: Bill Scanlon

ITEM A, BEING:

CALL TO ORDER

Chair Price called the meeting to order at 3:58 pm. She welcomed staff and guests to the meeting and asked them to introduce themselves.

\*\*\*\*\*

ITEM B, BEING:

APPROVAL OF THE CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES OF NOVEMBER 10, 2022

Member Emerson made a motion to approve the Citizens Public Safety Oversight Committee minutes of the November 10, 2022 meeting, which motion was duly seconded by Member Orr; and the question being to approve the Citizens Public Safety Oversight Committee minutes of November 10, 2022, a vote was taken with the following result:

YEAS: Chair Linda Price, Members Ann Gallagher, Lea Greenleaf, Kenny Orr, Kyle Hurley, Mark Emerson, and Greg Gilkey

NAYES: none

Chair Price declared the motion carried and the Citizens Public Safety Oversight Committee minutes of November 10, 2022 approved.

\* \* \* \* \*

ITEM C, BEING:

MONTHLY UPDATES- Finance and Budget

Kim Coffman gave the report. She stated that year to date revenues and expenditures are right on target. There were no major or unusual purchases for the month of November. The FYE 24 Budget Kickoff took place on December 2<sup>nd</sup> and all of the departments are putting their budget requests together for next fiscal year.

\* \* \* \* \*

ITEM D, BEING:

MONTHLY UPDATES- Fire Department

Chief King gave the update. They are working on the purchase contract with Norman's Legal department and Sutfin for the new Aerial Ladder Platform and they hope to finish quickly to avoid price increases.

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ITEM E, BEING:

MONTHLY UPDATES- Police Department and Dispatch

Major Barbour gave the update on COP statistics and stated weekly reports are now being published on their website. He said they are working on budget requests for next fiscal year which include the 4 remaining SRO officers and the 2 remaining dispatch positions in the PSST staffing

plan. There is a lot of activity currently in Community Outreach and COP with the holidays coming up. They operate multiple donation/service programs for the community. 19 graduated from the Citizen's Police Academy 2 weeks ago. There will be another academy in 2023 but they are not sure when yet. The Citizen's Advisory Board is working on re-building and applicants will be contacted next week. Call volume has been extremely busy lately and the 2 main sources are drug related events and vehicle collisions. Staffing-wise, there are 28 commissioned vacancies currently. There are 5 officers in the academy that will graduate in February, and 4 officers from the previous academy are starting to come out of field training. 2 academies will begin in January – one will be for lateral transfers from other agencies and the other will be a regular academy for new officers. There will be another academy in June and they hope to significantly reduce those vacancies. There are 9 non-commissioned vacancies currently, largely in the dispatch division. 2 of those are new Animal Welfare positions that they're working to fill. Dispatch has 1 applicant in the academy, 1 in training, and 2 applicants in the background check process. There will be another hiring process at the beginning of the new year.

\* \* \* \* \*

ITEM F, BEING:

UPDATE ON EMERGENCY OPERATIONS CENTER (EOC) PROJECT

Major Barbour gave the update. He stated that the design phase is complete and the bid packages are out and will be opened on December 20<sup>th</sup>. The contract will go to Council on January 10 and the estimated total completion date is June 3, 2024. The ground breaking will be on site and has been scheduled for January 19 at 2:00 p.m. with a contingency date of January 26. They are working on grant funding for a 2<sup>nd</sup> generator and they would like to add a storage barn depending on how the bids come in.

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ITEM G, BEING:

ESTABLISH AGENDA TOPICS FOR THE JANUARY 12, 2023 MEETING

No additional items were suggested by the Committee.

\* \* \* \* \*

ITEM H, BEING:

MISCELLANEOUS COMMENTS

Kim Coffman mentioned that the new Development Center will be completed by the beginning of January and various departments will be moving to the new building.

\* \* \* \* \*

ITEM I, BEING:

ADJOURNMENT

Adjourned at 4:54 pm

DRAFT

CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES  
January 12, 2023

The Citizens Public Safety Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met at 4 p.m. via 201 W. Gray St. City Council Chambers, on the 12<sup>th</sup> day of January, 2023, and notice and agenda of the meeting were posted at City Hall located at 201 W. Gray Street 24 hours prior to the beginning of the meeting.

PRESENT: Chair Linda Price, Members Ann Gallagher, Lea Greenleaf, Kyle Hurley, Mark Emerson, Russell Rice, Mike Rainer and Greg Gilkey

ABSENT: Member Kenny Orr

COMMITTEE LIAISONS: FOP (position vacant)  
OU (position vacant)  
IAFF (position vacant)

STAFF PRESENT: Kim Coffman, Budget Manager  
Dannielle Risenhoover, Administrative Technician IV  
Major Barbour, NPD  
Captain Hopcus, NPD  
Chief Travis King, NFD  
David Grissam, Communication Systems Supervisor

CITIZENS PRESENT: Bill Scanlon

ITEM A, BEING:

CALL TO ORDER

Chair Price called the meeting to order at 4:00pm. She welcomed staff and guests to the meeting and asked them to introduce themselves.

\*\*\*\*\*

ITEM B, BEING:

APPROVAL OF THE CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES OF DECEMBER 8, 2022

Member Greenleaf made a motion to approve the Citizens Public Safety Oversight Committee minutes of the December 8, 2022 meeting, which motion was duly seconded by Member Emerson; and the question being to approve the Citizens Public Safety Oversight Committee minutes of December 8, 2022, a vote was taken with the following result:

YEAS: Chair Linda Price, Members Ann Gallagher, Lea Greenleaf, Kyle Hurley, Mark Emerson, Russell Rice, Mike Rainer, and Greg Gilkey

NAYES: none

Chair Price declared the motion carried and the Citizens Public Safety Oversight Committee minutes of December 8, 2022 approved.

\* \* \* \* \*

ITEM C, BEING:

MONTHLY UPDATES- Finance and Budget

Kim Coffman gave the report. She stated that revenue is about 3% behind the year-to-date budget target due to reduced sales tax receipts. Expenditures have been conservative and are below the budget target. There were no major or unusual purchases for the month of December, 2022.

\* \* \* \* \*

ITEM D, BEING:

MONTHLY UPDATES- Fire Department

Chief King gave the update. The brush pumper that was purchased in FYE 22 should be in service by the end of January. The brush pumper will dispatch out of station 5 and be utilized to run medical calls, brush fires and structural fires. Chief King stated that brush pumpers decrease emergency response times and reduces wear on more expensive apparatuses.

\* \* \* \* \*

ITEM E, BEING:

MONTHLY UPDATES- Police Department and Dispatch

Major Barbour gave the update. The department is working on budget requests for next fiscal year which include the following requests coming through PSST: 4 remaining School Resource Officer (SRO) positions, 2 remaining dispatch positions, and vehicles for the SROs. There will be another

Citizens Police Academy in 2023 but the dates have not been determined. On February 10, the department will rotate bureaus and staff. At that time, the PSST will fall under Major Vincent and Captain Hopcus.

There are currently 29 commissioned vacancies within the Norman Police Department (NPD). The department is currently holding 3 academies during this time. Four officers that are enrolled in NPD's traditional academy will graduate in February, three officers in NPD's lateral academy should graduate in approximately 5 weeks, and six others are in a modified academy. No date was given on their graduation date. Applications for NPD's June academy have almost doubled. These applicants have passed their background checks, submitted all required paperwork and are scheduled to test. Statistically, the department could end up with 10-15 employable officers for their June academy, which will graduate around December.

Major Barbour states that there is a bidding war between cities for police officers, as they are hard to find across the nation. NPD's pay increase last year made NPD's salaries very competitive; however, Oklahoma City just approved a significant pay increase for their officers. According to Major Barbour, "Where that harms us (NPD), in competitiveness, is there are agencies who tie their (police officer) contracts to Oklahoma City's baseline (pay), so what Oklahoma City gets this year, Moore, for example, gets automatically next year – it's not negotiated. It's a bidding war right now."

There are currently 9 non-commissioned vacancies within NPD. Positions include: one part-time parking services position, one records position, one victims advocate position, and one Animal Welfare position.

David Grissam, Communications Systems Supervisor, gave the update. After January 20<sup>th</sup>, the communications center will be down 3 people. Twenty applicants have confirmed their attendance for a hiring seminar. Interviews are scheduled for February 3 with a tentative hire date of March 24.

The citizens' Advisory Board is fully staffed and will be meeting this month.

\* \* \* \* \*

ITEM F, BEING:

UPDATE ON EMERGENCY OPERATIONS CENTER (EOC) PROJECT

Major Barbour gave the update. He stated that the design phase is complete and submitted. On January 17<sup>th</sup> Crossland Construction Company will review the construction bids and a construction contract is anticipated to go before Council the first week in February. The ground breaking will be on site and has been scheduled for January 19 at 2:00 p.m. with a contingency date of January 26.

\* \* \* \* \*

ITEM G, BEING:

ESTABLISH AGENDA TOPICS FOR THE FEBRUARY 9, 2023 MEETING

No additional items were suggested by the Committee.

\* \* \* \* \*

ITEM H, BEING:

MISCELLANEOUS COMMENTS

Member Greenleaf commented that he was glad to see the EOC finally coming to fruition. Committee Chair Price encouraged everyone to come to the EOC ground breaking ceremony on January 19 and complimented the department on all the hard work they have done in getting the EOC off the ground.

\* \* \* \* \*

ITEM I, BEING:

ADJOURNMENT

Adjourned at 4:51 pm

DRAFT





**CITY OF NORMAN, OK  
PUBLIC SAFETY OVERSIGHT COMMITTEE MEETING**  
Development Center, 225 N. Webster Ave., Norman, OK 73069  
Thursday, February 9, 2023 at 4:00 PM

**CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES**

February 9, 2023

The Citizens Public Safety Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met at 4 p.m. via 225 N. Webster Ave, Room B, Norman, OK, on the 9<sup>th</sup> day of February, 2023, and notice and agenda of the meeting were posted 24 hours prior to the beginning of the meeting.

**PRESENT:** Chair Linda Price, Members Ann Gallagher, Kyle Hurley, Mark Emerson, Russell Rice, Mike Rainer and Greg Gilkey

**ABSENT:** Members Kenny Orr, Lea Greenleaf

**COMMITTEE LIAISONS:** FOP (position vacant)  
OU (position vacant)  
IAFF (position vacant)

**STAFF PRESENT:** Kim Coffman, Budget Manager  
Jacob Huckabaa, Budget Technician  
Dannielle Risenhoover, Administrative Tech. IV  
Major Barbour, NPD  
Captain Hopcus, NPD  
Chief Travis King, NFD  
Russell Anderson, Communication Systems Manager

**CITIZENS PRESENT:** Bill Scanlon

**ITEM A, BEING:**

**CALL TO ORDER**

Chair Price called the meeting to order at 4:00pm. She welcomed staff and guests to the meeting.

\*\*\*\*\*

ITEM B, BEING:

APPROVAL OF THE CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES OF JANUARY 12, 2023

Member Rice made a motion to approve the Citizens Public Safety Oversight Committee minutes of the January 12, 2023 meeting, which motion was duly seconded by Member Gallagher; and the question being to approve the Citizens Public Safety Oversight Committee minutes of January 12, 2023, a vote was taken with the following result:

YEAS: Chair Linda Price, Members Ann Gallagher, Kyle Hurley, Mark Emerson, Russell Rice, Mike Rainer, and Greg Gilkey

NAYES: none

Chair Price declared the motion carried and the Citizens Public Safety Oversight Committee minutes of January 12, 2023 approved.

\* \* \* \* \*

ITEM C, BEING:

MONTHLY UPDATES- Finance and Budget

Kim Coffman gave the report. She stated that revenues are about 1% below target, mainly due to the slower than anticipated sales tax revenue. Coffman noted that, "There are 5 months left in the Fiscal Year to make that up." The second quarter reimbursement from Norman Public Schools (NPS) was received. Coffman states that the City is still spending conservatively, with no major purchases.

\* \* \* \* \*

ITEM D, BEING:

MONTHLY UPDATES- Fire Department

Chief King gave the update. The brush pumper that was purchased in FYE 22 is now in service at station 5. The mid-mount aerial is up for approval. If approved, the aerial will be ordered in July and probably take 2-3 years to manufacture it

\* \* \* \* \*

ITEM E, BEING:

MONTHLY UPDATES- Police Department and Dispatch

Major Barbour gave the update. The Norman Police Department (NPD) will be participating in a Polar Plunge fundraising event on February 18<sup>th</sup>, 2023, to benefit Oklahoma Special Olympics.

The 61<sup>st</sup> Norman Police Academy graduated on February 9<sup>th</sup>, 2023. Three cadets graduated, leaving the department with 29 commissioned vacancies. The department currently has two cadets in their lateral academy and 7 cadets in their traditional academy. It is expected that all 9 cadets will graduate by May.

Applications for NPD’s June 2023 academy have closed and have yielded 34 candidates that will be interviewed the week of February 20<sup>th</sup>. These candidates have submitted all required paperwork, passed their written tests, and passed their physical testing. Per Major Barbour, “statistically, the department could end up with 10-15 employable officers,” after the interview process and background checks occur. Those who complete the June academy will graduate around December. June academy applicants who were delayed in submitting their application paperwork, and those who did not pass their written and/or physical tests for employment, will be offered another testing opportunity in March 2023. The individuals from this group, who make it through the hiring process, will participate in the August police academy.

Major Barbour presented NPS’s updated mission, vision, values statements. They are as follows: **Vision** – To be a driving force in public safety by setting the standard for our community, state, and nation. **Mission** – Passionately serving our community through education, innovation, enforcement, and excellence in everything we do. **Values** – *Courage*: We will stand in the gap between our community and those who would cause harm. *Compassion*: We will honor the dignity of all people and remain focused on selfless service to those in need. *Collaboration*: We will work in partnership with stakeholders, other agencies, and within our department to strengthen our city. *Commitment*: We will remain dedicated to our duty to provide professional policing in an ethical manner that brings pride and honor to our department and our community. Norman Police Department will be focused on three main goals this year. The first goal is to see a 2% reduction in “part A crimes”. These crimes include the majority of the crimes involving criminal activity such as crimes that hurt people, arson, burglaries, larcenies, etc. The second goal is to see a significant decrease in the amount of critical injury and fatality collisions across the City. The third goal is to improve customer service. Every division of NPD has been tasked to report on how they are working to make customer service improvements.

Russell Anderson, Communication Systems Manager, gave the update. The communications center lacks 3 employees. City of Norman Human Resource Director and Norman Chief of Police have agreed to revise the hiring process for dispatchers. These changes will take the hiring process from 6 months down to approximately 1 month for applicants. A budget request has been made that allows for the hiring of: 2 Public Safety Sales Tax (PSST) positions, 4 Communication Officer I’s, 1 Supervisor, 1 Radio Technician, and 1 Administrative Technician. Approval for these positions is pending.

\* \* \* \* \*

ITEM F, BEING:

UPDATE ON EMERGENCY OPERATIONS CENTER (ECOC) PROJECT

Major Barbour gave the update. Bids for construction of the Emergency Communications Operations Center (ECOC) were accepted through December and reviewed in January. Barbour states, “Bids were a little higher than they wanted them to be, but considering the market, the bids are a lot closer than they could have been.” The City is working on securing approximately \$700,000 in additional funding. It is anticipated that the general contracting processes and allocation of the additional funding will be approved at the February 14, 2023 Council meeting. The ECOC is a 19,800 square foot building that is specked for 1 generator with plans for a second generator to be built in at a later date. A separated budget request will follow the initial construction of the ECOC that will allow for a 5-bay barn to be built. This barn will offer additional work space and house items like the Bear Cat.

\* \* \* \* \*

ITEM G, BEING:

ESTABLISH AGENDA TOPICS FOR THE FEBRUARY 9, 2023 MEETING

No additional items were suggested by the Committee.

\* \* \* \* \*

ITEM H, BEING:

MISCELLANEOUS COMMENTS

Member Rice mentioned that Red Dirt Collective is hosting their quarterly, mutual aid fair at Irving Recreation Center on Saturday, February 11 from Noon – 3:00. Over 25 vendors will be present and all of their products and services are free, this includes such things as: food, clothing, and haircuts.

\* \* \* \* \*

ITEM I, BEING:

ADJOURNMENT

The meeting adjourned at 4:40 pm.

DRAFT

  
Linda Price, Chair  
Citizens Public Safety Oversight Committee



**CITY OF NORMAN, OK**  
**PUBLIC SAFETY OVERSIGHT COMMITTEE MEETING**  
Development Center, 225 N. Webster Ave., Norman, OK 73069  
Thursday, March 9, 2023 at 4:00 PM

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**CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES**

March 9, 2023

The Citizens Public Safety Oversight Committee of the City of Norman, Cleveland County, State of Oklahoma, met at 4 p.m. via 225 N. Webster Ave, Room B, Norman, OK, on the 9<sup>th</sup> day of March, 2023, and notice and agenda of the meeting were posted 24 hours prior to the beginning of the meeting.

**PRESENT:**

Chair Linda Price, Members Ann Gallagher, Lea Greenleaf, Kyle Hurley, Mark Emerson, Greg Gilkey and Kenny Orr

**ABSENT:**

Members Russell Rice and Mike Rainer

**COMMITTEE LIAISONS:**

FOP (position vacant)  
OU (position vacant)  
IAFF (position vacant)

**STAFF PRESENT:**

Kim Coffman, Budget Manager  
Jacob Huckabaa, Budget Technician  
Dannielle Risenhoover, Administrative Tech. IV  
Major Barbour, NPD  
Captain Hopcus, NPD  
Russell Anderson, Communication Systems Manager

**CITIZENS PRESENT:**

**ITEM A, BEING:**

**CALL TO ORDER**

Chair Price called the meeting to order at 4:00pm. She welcomed members and staff to the meeting.

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ITEM B, BEING:

APPROVAL OF THE CITIZENS PUBLIC SAFETY OVERSIGHT COMMITTEE MINUTES OF February 9, 2023

Member Hurley made a motion to approve the Citizens Public Safety Oversight Committee minutes of the February 9, 2023 meeting, which motion was duly seconded by Member Gallagher; and the question being to approve the Citizens Public Safety Oversight Committee minutes of February 9, 2023, a vote was taken with the following result:

YEAS: Chair Linda Price, Members Ann Gallagher, Lea Greenleaf, Kyle Hurley, Mark Emerson, Greg Gilkey, and Kenney Orr

NAYES: None

Chair Price declared the motion carried and the Citizens Public Safety Oversight Committee minutes of February 9, 2023 approved.

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ITEM C, BEING:

MONTHLY UPDATES- Finance and Budget

Kim Coffman gave the report. She stated that the City is holding strong to their revenue projections for FYE 23 and all departments are below their targeted expenditure budget. The only capitol purchases in February were equipment purchased for police patrol unit #1115, parts purchased for fire department apparatus #52, fire department protective clothing, and an \$8000 payment to Crossland Construction for construction of the Emergency Communications Operations Center (ECOC). The City is still waiting on the 3<sup>rd</sup> quarter School Resource Officer reimbursement from Norman Public School District.

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ITEM D, BEING:

MONTHLY UPDATES- Fire Department

None.

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ITEM E, BEING:

MONTHLY UPDATES- Police Department and Dispatch

Major Brent Barbour gave the report. The Norman Police Department (NPD) recently completed a software upgrade that is reported to have gone well. NPD continues to work thru the budget process for FYE 24. The February 26, 2023 Norman tornado response required a significant amount of NPD manpower that resulted in overtime for police officers. The overtime costs will be reflected on the City's



Item E, continued:

March payroll. Barbour states that spring is always busy and April brings a lot of outreach opportunities for NPD. Some of the events that NPD is preparing for are the Crime Stoppers Banquet on April 7, the Norman Music Festival, the Medieval Fair, and the OU football Spring game.

Major Chad Vincent and Major Barbour were selected to attend the 10 week, Federal Bureau of Investigation (FBI) National Academy. Three NPD officers, in the last 3 years, have been selected to attend. Barbour states, "This is remarkable and reflects NPD's effort to make sure their officers are developing and growing." Major Vincent will also be attending a leadership conference this year.

Two cadets graduated from NPD's lateral academy, leaving the department with 27 commissioned vacancies. The department currently has 7 cadets in a traditional academy. It is expected that these 7 cadets should graduate in June. The 64<sup>th</sup> NPD Academy has 19 applicants that are currently going through the background check process. The 64<sup>th</sup> Academy will start in June. There are approximately 35 applicants in testing for the August academy. Barbour is hopeful that by March 2024, NPD will be back to a normal attrition rate. Currently, several officers have been pulled from their designated divisions to make the patrol division operational.

Russell Anderson, Communication Systems Manager, gave the report. The communications department has 2 applicants that have passed their background checks. If they pass their polygraph testing, they could have an employee start date of March 31. If these applicants are hired, the communications department would be down 1 position.

Anderson and several City of Norman employees will be meeting with the City of Moore's Fire Chief and Police Chief to discuss City of Norman's radio system. For officer safety reasons, City of Moore will be making a decision to join Norman's radio system or Oklahoma City's radio system. Discussion will be had about City of Moore also using Norman's CAD system as well. City of Norman and City of Moore are working on a combined SWAT team. Anderson is working creating an appropriate communications system between the two cities. Several Cleveland County Sheriff's Department radios have been identified as working well on Norman's communication system, yet more progress is being sought to secure greater interoperability.

The mobile command center will be sent off for a "substantial technology refresh" after the Medieval Fair which will be held March 31-April 2. For Music Fest, NPD will be dispatching out of their bomb trailer.

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ITEM F, BEING:

UPDATE ON EMERGENCY OPERATIONS CENTER (ECOC) PROJECT

Major Barbour gave the update. Construction contracts are signed and in place for the Emergency Communications Operations Center (ECOC) building and the occupancy date is currently July 2024.

The ECOC is an approximately 19,800 square foot building that is specked for 1 generator with plans for a second generator to be built in at a later date. This building will be rated for category 5 wind speeds and will be used as a safe refuge for the City's utility and water treatment employees during severe weather. A separated budget request or applications for grants will follow the initial construction of the ECOC to allow for a 5-bay barn to be built.

\* \* \* \* \*

ITEM G, BEING:

ESTABLISH AGENDA TOPICS FOR THE FEBRUARY 9, 2023 MEETING

No additional items were suggested by the Committee.

\* \* \* \* \*

ITEM H, BEING:

MISCELLANEOUS COMMENTS

Member Greenleaf commented on the February 26, Norman tornado. Greenleaf stated that the firefighters did an “extraordinary job” and encouraged everyone to purchase a weather radio.

Chair Price questioned who determined street closures during events like the February 26 tornado. Major Barbour replied, stating that road closures are commonly determined by what power lines need repaired. Price also questioned who was responsible for cleaning up miscellaneous storm debris. Major Barbour referred Chair Price to the Norman Action Center for clarification and specifics regarding her question.

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ITEM I, BEING:

ADJOURNMENT

The meeting adjourned at 4:35 pm.

DRAFT



\_\_\_\_\_  
Linda Price, Chair  
Citizens Public Safety Oversight Committee





**CITY OF NORMAN, OK**  
**PUBLIC SAFETY OVERSIGHT COMMITTEE**  
Development Center, Room B, 225 N. Webster, Norman, OK 73069  
Thursday, April 13, 2023 at 4:00 PM

**MINUTES**

*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.*

**ROLL CALL**

**PRESENT:**

- Chairman Linda Price
- Committee member Gregory Gilkey
- Committee member Kenny Orr
- Committee member Kyle Hurley
- Committee member Lea Greenleaf
- Committee member Mark Emerson
- Committee member Mike Rainer
- Committee member Russell Rice

**ABSENT:**

- Committee member Ann Gallagher

**OTHERS:**

- Kim Coffman, Budget Manager
- Dannielle Risenhoover, Admin. Tech IV
- Jacob Huckabaa, Budget Technician
- Major Brent Barbour, NPD
- Major Chad Vincent, NPD
- Russell Anderson, Communications Systems Manager
- Chief Travis King, NFD
- Bill Scanlon, Citizen

Chair Price called the meeting to order at approximately 4:00 PM. She welcomed staff and guests to the meeting.

## MINUTES

Item 1.

### 1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF THE MARCH 9, 2023, PUBLIC SAFETY OVERSIGHT COMMITTEE MEETING MINUTES.

Member Rice made a motion to approve the March 9, 2023 Citizens Public Safety Oversight Committee minutes which was duly seconded by Member Greenleaf. The motion passed unanimously.

Items submitted for the record:

Citizens Public Safety Oversight Committee Minutes from March 9, 2023

## REPORTS

### 2. FINANCE AND BUDGET REPORTS

Kim Coffman gave the report. Coffman stated that the revenues are less than 1% below the budgeted target amount. Coffman stated that, "We are about 2% over the budget target, City wide, for sales tax. April came in really well; it was about 6.5% above last April, so by next month hopefully Public Safety Sales Tax will catch up." Expenditures are below the budgeted target amount. There were two payrolls in March with no major purchases.

Two major invoices were paid out of the Emergency Communications Operations Center (ECOC) budget for construction of the ECOC. The invoices paid were to Crossland Construction Company and ADG.

Approximately \$13,000 in capital outlay was paid from the Fire Department's budget. This was for the purchase of radios for a new apparatus, helmets and bunker gear. There was a large parts invoice that was paid out of the Emergency Vehicle Technician (EVT) division.

The City Manager, in his proposed budget, has approved two new Communications Officer II positions that would be paid from the Public Safety Sales Tax Fund. These positions would come available July 1, 2023. No additional personnel was approved for the police department or fire department in the recently proposed, FYE 24 budget. The Public Safety Sales Tax Fund also received the approval for the following: replacement of three Police Department patrol units; a vehicle lift for EVT; computer monitors and keyboard mouse combinations for School Resource Officers; a traffic emitter test unit and installation for EVT; and a combination rescue tool and telescopic RAM battery bay charger for Fire Suppression.

Items submitted for the record:

Finance and Budget Reports

## DISCUSSION ITEMS

### 3. MONTHLY UPDATES - FIRE DEPARTMENT

Fire Chief Travis King gave the report. He stated that the Norman Fire Department (NFD) is expecting the delivery of two brush pumpers. One is expected by Fall 2023 and the department is hopeful to have the second brush pumper by Spring 2024. King states, "One unfortunate thing that was apparently not approved in this year's budget is the aerial apparatus that I've told you

all about. We got these two pumpers and that was contingent on getting this aerial apparatus. King also stated, "I had a meeting with finance and the City Manager and I was told we would get that (aerial apparatus), apparently we are not getting that (aerial apparatus) so I am very concerned about that. That will have a negative impact both operationally and in our next Insurance Service Offices (ISO) process. As you recall, this was the apparatus that I briefed you all on. I almost got a contract signed; we had a deal on that before a price increase and was not able to get that through Legal. It's the last year of the program, it was mandated by the voters - we're supposed to get some apparatus, but apparently we are not getting approved for this apparatus."

Kim Coffman stated, "My understanding is that the apparatus that was requested was about \$1 million over the \$6.8 million allotment for the apparatus program; so, the City Manager did not include that in the proposed budget, but he said they would entertain an amendment to go directly to Council if Council wants to approve additional funds to go towards this (aerial apparatus)."

King replied by saying, "What's unique about that is I've talked to Legal about that through the years and those apparatus and those totals were based on 2015 prices, so those have been adjusted every year and the fire chief has the latitude to change what was originally voted on by the voters. I suppose we surpassed the \$6 million mark a long time ago, but again, we really need this apparatus and it's unfortunate that's not approved."

Member Greenleaf made a motion that the Public Safety Oversight Committee send a letter to Council asking Council to explore any and all avenues of funding, including a bond issue if necessary, to include the purchase of a 100 foot aerial apparatus in the City budget because of its need in the community. The motion was duly seconded by Member Emerson. The motion carried unanimously.

4. MONTHLY UPDATES - POLICE AND DISPATCH

Major Brent Barbour gave the update. He notified the committee about the following upcoming events: Public Safety Day/Shred-a-thon is April 22<sup>nd</sup> as well as the J.D. McCarty outreach event and University of Oklahoma Spring Game. In September, Norman Police Department (NPD) will participate in the annual softball tournament that benefits the Mary Abbott House and October 2<sup>nd</sup> is Norman's National Night Out.

Barbour acknowledged the City Manager's approval for the hiring of two additional dispatchers in the FYE 24 budget. He said, "We (NPD) have been really busy and have some really big "events". Over and over again we see the dynamics. These positions are super critical to us. It's not a PSST thing, but we need more (dispatchers). We are routinely running four people down there. Four people doesn't work, it gets super dangerous and super overwhelming. As we grow, we keep seeing those issues." Barbour says that hiring requests for dispatchers will keep coming in because that department hasn't kept up with the growth of Norman.

For FYE 24, NPD requested funds and the development of a 5 person team that could respond to calls that don't require commissioned officers. This budget request was denied.

The patrol cars that were ordered in July 2021 were recently received and are on the streets. The patrol cars ordered in July 2022 have not been received and their expected date of arrival is unknown at this time.

Barbour states that NPD has made great strides fulfilling non-commissioned staffing positions. One of the things that isn't approved in the FYE 24 budget, that Barbour says will impact police services, is a Redaction Clerk. Barbour says that NPD will adjust their records department to compensate for this unfilled need. The Police Academies are "still looking really strong" and Barbour feels like by April of 2024, staffing should be "mostly caught up".

Item 1.

There have been some significant calls ran by NPD recently. One of them being a Special Weapons and Tactics (SWAT) activated call on Iowa Street. Norman Police Department gained entry to a home and found multiple (mostly stolen and some high powered) rifles, over 1,000 pills of Fentanyl, and multiple pounds of Meth. Barbour voiced congratulations to the NPD operations, tactics, and other teams across the City that put this response together to make it safe. "It was a really, really dynamic, super complex in nature, situation that worked really, really well and ended peacefully. Everything worked as well as it possible could have," Barbour said. One individual has been taken into custody. Barbour expects this incident to become a federal case.

The active shooter call at the University of Oklahoma was also a significant call. From an initial response perspective Barbour stated, "We're estimating 12-18 officers were in the building within 3 to 4 minutes, which is exactly what we want. The initial threat, had there been one, would have been taken care of without any question." It is estimated that within 30 minutes, about 200 officers from across the metro responded to this incident. Barbour stated that, "Nobody was hurt. Nobody was ever in danger. It was not a fire cracker or confetti gun. We had multiple phone calls to us (NPD) and OUPD. All the different departments and agencies are working on their own in-house reviews. We will consolidate all of these together with the University next week and that will span all around the state for response planning, making sure we can do this even better next time." This incident is a federal investigation. Barbour pointed out that there were 3 dispatchers and 1 supervisor answering 911 calls when this call came through. "These employees were all tied up with calls before the incident ever hit the radio," Barbour said, "We are getting more and more incidences where 3 and 4 people down there (in dispatch) does not work. Eventually we are going to have failures that aren't acceptable."

Barbour said that there is a lot of organization and planning going on to make the weekend of April 29th a safe weekend. The population of the City of Norman is expected to double on this weekend due to the following events taking place within approximately a 2 mile radius: Norman Music Festival, Fill the Stadium revival concert, 2 proms, State Church Convention, OU softball game, OU baseball game, Lions' Carnival, and Sooner Saturday.

Russell Anderson gave the Dispatch update. The Dispatch Department is down one employee and has one Communications Officer 1 finishing training, two Communications Officer 2's in training, and two individuals in the Dispatch Academy. There will be a meeting between Cleveland County Sherriff's offices and City of Norman Dispatch, next week, to see about Cleveland County Sherriff's Department joining City of Norman's radio system. Anderson says, "It's (joining radio systems) looking like a go and this will be huge for interoperability." Member Greenleaf highlighted the importance of radio systems providing interoperability. He stated that bringing the approximately \$16.5 million, Harris Radio System to City of Norman was, "a long, long project for PSST and one that I think was well worthwhile." This system provides encryption so scanners can't pick up communication and also give other chosen agencies the ability to interconnect with Norman's radio system.

## 5. MONTHLY UPDATES - EMERGENCY COMMUNICATIONS OPERATIONS CENTER (ECOC) PROJECT

Major Brent Barbour gave the update. Construction crews for the Emergency Communication Operations Center (ECOC) are currently putting in drains at the ECOC building site. They are expected to start drilling piers and pouring concrete next week. Completion of this project is still slated for July of 2024.

6. ESTABLISH TOPICS FOR THE MAY 11, 2023 MEETING

The topics for the May 11, 2023 meeting will remain the same. No additional topic items were suggested by the committee.

7. DISCUSSION OF FUTURE MEETING LOCATION

Kim Coffman discussed the future meeting location for the Public Safety Oversight (PSST) Committee meetings. Due to the remodeling of City of Norman Municipal Building C, City of Norman staff will soon be occupying the PSST Committee's current meeting space; thus, future PSST meetings will be held at 225 N. Webster Ave., Development Center Room A, Norman, OK.

MISCELLANEOUS COMMENTS

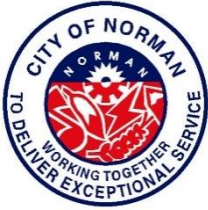
None.

ADJOURNMENT

Member Rice made a motion to adjourn the March 9, 2023 Citizens Public Safety Oversight Committee meeting which was duly seconded by Member Gilkey. The motion passed unanimously. The meeting adjourned at approximately 5:00 PM.

DRY

Linda Price, Chair  
Citizens Public Safety Oversight Committee



## **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.*

### **ROLL CALL**

### **MINUTES**

1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF MINUTES FROM APRIL 13, 2023

### **REPORTS**

2. FINANCE AND BUDGET REPORTS

### **DISCUSSION ITEMS**

3. FIRE DEPARTMENT - MONTHLY UPDATES
4. POLICE AND DISPATCH - MONTHLY UPDATES
5. EMERGENCY COMMUNICATIONS OPERATIONS CENTER (ECOC) PROJECT UPDATES
6. ESTABLISH TOPICS FOR THE JUNE 8, 2023 MEETING

### **MISCELLANEOUS COMMENTS**

### **ADJOURNMENT**



## **MINUTES**

*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.*

### **ROLL CALL**

#### **PRESENT**

Chairman Linda Price  
Committee member Gregory Gilkey  
Committee member Kenny Orr  
Committee member Kyle Hurley  
Committee member Lea Greenleaf  
Committee member Mark Emerson  
Committee member Russell Rice  
Committee member Ann Gallagher

#### **ABSENT**

Committee member Mike Rainer

#### **OTHERS**

Major Brent Barbour, NPD  
Major Chad Vincent, NPD  
Chief Travis King, NFD  
Kim Coffman, Budget Manager  
Jacob Huckabaa, Budget Technician  
Dannielle Risenhoover, Admin. Tech IV  
Andrea Lewis, Communications Supervisor  
Bill Scanlon, Citizen

Chair Price called the meeting to order at approximately 4:00 PM. She welcomed staff and guests to the meeting.



## MINUTES

### 1. CONSIDERATION OF APPROVAL, REJECTION, AMENDMENT AND/OR POSTPONEMENT OF MINUTES FROM APRIL 13, 2023

Member Rice made a motion to approve the April 13, 2023 Citizens Public Safety Oversight Committee minutes which was duly seconded by Member Emerson. The motion passed unanimously.

Items submitted for the record:

Citizens Public Safety Oversight Committee Minutes from April 13, 2023

## REPORTS

### 2. Finance and Budget Reports

Kim Coffman gave the report. Coffman stated, "Sales Tax is lagging behind the budget target - slightly." It appears that the Sales Tax for June, which is the last month of Fiscal Year 2023 (FYE23), will be low. Coffman does not think that Sales Tax is going to make a comeback and meet the budget target; however, she stated, "Use Tax and interest have been way above the budget target, so they have more than filled that gap that's left behind by Sales Tax. We are going to finish the fiscal year above the budget target for revenue in total, so that's good news."

There have been no major expenditures. There were payments to Crossland Construction Company, Inc. and ADG for construction at the Emergency Communications Operations Center (ECOC) project. A fan battery was purchased for the new fire apparatus. There were two payrolls in April and two in May. All other expenditures were typical office and safety supply purchases.

There is a projected surplus in the Public Safety Sales Tax (PSST) fund balance of over \$2 million for FYE23. Coffman stated, "We are proposing that they (City Council) use \$2.1 million of PSST fund balance to fund the aerial ladder platform requested by the fire chief. It going to almost wipe out fund balance for PSST fund, but it's not going to be zero."

Coffman will email a month-to-date report to the committee members. She also confirmed that PSST funds do not go to pay for bus expenses.

Items submitted for the record:

Finance and Budget Reports

## DISCUSSION ITEMS

### 3. FIRE DEPARTMENT - MONTHLY UPDATES

Fire Chief Travis King gave the report. King stated that he is excited about the budget amendment that allows for the purchase of a new ladder truck, "We anticipate it (the amendment) passing and I really believe that the support of this committee helped in that." King is confident that \$2.1 million will get the aerial ladder truck purchased and pay for the loose equipment that goes with it. King has a meeting on June 12 with the City Manager to discuss the discounted payment options that are available through the ladder truck vendor. It is expected that the build time on this ladder truck will be less than 2 years. The City is expecting the delivery of two



engine pumpers, one should arrive in October 2023 and the other should arrive in the summer of 2024.

Member Gallagher asked where the Fire Department was on obtaining drones. King replied, "I don't know. Where are we? I've 'T-ed' that up several times over the years. PD has them and we can barrow them whenever we need them." Member Gilkey followed Gallagher's question with, "Why would the Fire Department need drones?" King said, "Wild fires - they are very handy. Even on structure fires you can see maybe some exposures that you can't see from the front or from doing a one-eighty on scene. There are multiple applications in a rescue setting. If you can get one that has a decent payload, you can deliver ropes or life jackets out to a flooding situation. Certainly with night type vision on them, rescue is a great option at night. We've used our hand-held thermal imaging cameras for night time rescues. Certainly a lot of applications on the fire side."

Member Hurley asked Chief King if he budgeted for electronic software to document patient care and reports. King stated, "We're working with New World and legal on a rebate from New World to purchase this software or make them (New World) develop it as they promised they would." Currently, the Fire Department is documenting their calls through Microsoft Word and then attaching the documents to their reports. King says that they are documenting sufficiently, but it's not an efficient way to document; yet, their files are secure. Member Hurley suggested that the Fire Department look into obtaining the ESO software that EMSStat will start using fall of 2023. Hurley said, "I think there would be some good interoperability where we (Norman Fire Department and Norman EMSStat) can transfer stuff. We (Norman EMSStat) have an ESO alerting piece that will be able to connect to the emergency departments so you don't have to get on your radio anymore. Information is electronically transmitted so emergency departments know that folks are coming."

#### 4. POLICE DEPARTMENT - MONTHLY UPDATES

Major Chad Vincent gave the report. Norman Police Department (NPD) is short 22 commissioned officers. Twelve recruits start the NPD academy on June 16. NPD has partnered with the Moore Norman Technology Center's Police Program. It is expected that NPD will acquire a couple of certified police officers from this program. Vincent's goal is to have all but eight officer positions filled by the end of 2023. There will be a police academy that starts January 2024 that will hopefully bring NPD to full staff. Member Gallagher asked what the NPD cadet attrition rate was. Vincent stated that a very rough estimate would be that they lose about "10% – 15%" of their participants.

Since the committee last met there has been one officer involved shooting in which neither person was hit and NPD was able to make an arrest. Officers are working the case of another recent shooting, but the details of this case were not shared in the meeting.

Norman Police Department community events have increased, specifically for the School Resource Officers (SRO). This Summer, these officers will be actively participating in Safety Town, Police Activities League (PAL), advanced SRO school, and other events that foster relationships between law enforcement and the community.

#### 5. DISPATCH DEPARTMENT - MONTHLY UPDATES

Andrea Lewis gave the report. The Dispatch Department has five individuals in training. Two of these employees are about to be released as fully trained. After all five employees are fully trained, Dispatch will be down one employee with two Dispatch positions still in the budget.

Lewis mentioned that Midwest City is paying dispatchers \$2 more an hour than City of Norman and stated, "We are still having a really hard time getting experienced dispatchers. Our pay is just not as competitive as the metro. Oklahoma City is offering, I think, a \$3,000 sign-on bonus as well. We're having a challenge keeping up with pay."

The mobile command post will be undergoing upgrades so Dispatch will operate out of the bomb trailer on July 4.

## 6. EMERGENCY COMMUNICATIONS OPERATIONS CENTER (ECOC) PROJECT UPDATES

Major Brent Barbour gave the report. The footings, piers, water lines and French drain system are installed at the ECOC. It is anticipated that in the next few weeks the foundation will be poured. The completion date for the ECOC is slated for July 2024. There are two components that are unfunded in this project. They are the \$805,000 five bay, storage facility and technology pieces that Barbour believes were mistakenly left out of the budget. He stated that the technology costs will work themselves out because the funds budgeted for utility costs won't get spent this year.

Line Maintenance will operate out of the metal building that is currently under construction and adjacent to the ECOC. The ponds to the West of the ECOC are a detention pond and what is believed to be an overflow pond for one of the City's lift stations. Due to the increased expense of burying underground lines, the electric lines in front of the ECOC will remain above ground. The lines from the right of way to the facility will be underground.

## 7. ESTABLISH TOPICS FOR THE JULY 13, 2023 MEETING

Member Rice presented the idea of asking Council for a bond to complete the relocation of Fire Station 5. It was agreed upon by the Committee that this would be an agenda item at the next Public Safety Oversight Committee meeting. Kim Coffman stated that at the last City Council Finance Committee meeting, Council determined that they wanted to get the results of the Public Safety Study before moving forward with relocating Station 5. Chair Price showed concern for the PSST Committee "pushing for something that can't get done yet"; however, per Price's request, Coffman agreed to talk to Anthony Francisco about presenting the Committee with bond information. Price stated, "Talking about it, never hurts anybody."

## MISCELLANEOUS COMMENTS

Member Greenleaf stated, "I'm glad to see that our letter (to Council regarding the purchase of a Fire Department ladder truck) maybe had some effect." Chair Price said, "I think it's always very helpful if we've given it some thought and had discussion time, had background information; they know we're really interested."

Norman's tornado warning system became a discussion after Chair Price stated that she hoped cancelling last month's meeting due to weather concerns "didn't inconvenience everybody". Major Barbour clarified that the tornado sirens are triggered by the National Weather Service, but there is a manual override for triggering additional alarms. Member Greenleaf said, "If we just have one single siren inside the polygon, it will set off the whole series (of sirens) for that area." Chair Price said, "I think it would be beneficial if there was an effort made to explain why they (sirens) go off and how they are set off because there are very few people that understand. If there is a way for us to start communicating information and get it to the English speaking people, and then I'd be really interested in whether or not there's any alternative for non-English

speaking people to get information. I think that would be really beneficial if we had some mechanism.” Member Greenleaf said, “That is one thing that we are trying to get done right now. Not only that, but the whole education on the sirens and storm warnings; it’s difficult. You know the transcript only has 6,000 subscribers. What we’ve got to do is get the radio stations and television stations to start doing some public education. We’d be interested in peoples’ ideas on how to get it disseminated.”

## ADJOURNMENT

Member Rice made a motion to adjourn the meeting which was duly seconded by Member Hurley. The motion passed unanimously. The meeting adjourned at approximately 5:00 PM.



\_\_\_\_\_  
Linda Price, Chair  
Citizens Public Safety Oversight Committee

DRAFT

**Public Safety Sales Tax Fiscal Year End 2023 Financial Report**

	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Fiscal Year To Date	Prior FY To Date	PSST II To Date
<b>Revenues:</b>															
Public Safety Sales Tax	\$ 963,920	\$ 980,427	\$ 1,038,038	\$ 1,057,045	\$ 1,051,427	\$ 987,149	\$ 1,047,231	\$ 1,030,515	\$ 886,958	\$ 995,074	\$ 1,030,076	\$ 960,967	\$ 12,028,846	\$ 11,945,244	\$ 135,896,444
Public Safety Use Tax	\$ 145,606	\$ 144,169	\$ 153,101	\$ 173,940	\$ 149,464	\$ 155,275	\$ 177,437	\$ 203,330	\$ 136,589	\$ 144,849	\$ 172,850	\$ 157,095	\$ 1,913,734	\$ 1,749,400	\$ 10,965,133
Investments/Interest	\$ 1,957	\$ 3,994	\$ 7,672	\$ 12,936	\$ 13,202	\$ 18,276	\$ 22,382	\$ 26,197	\$ 28,244	\$ 27,815	\$ 28,262	\$ 29,208	\$ 220,145	\$ 5,563	\$ 1,200,317
Refunds/Reimbursements	\$ -	\$ 9,700	\$ -	\$ 166,204	\$ -	\$ -	\$ 166,204	\$ -	\$ 166,204	\$ -	\$ -	\$ 166,204	\$ 674,514	\$ 692,546	\$ 4,267,234
Sale of Vehicles	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,910
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,825,000
Inter-Fund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,024,383
<b>Total Revenue</b>	<b>\$ 1,111,482</b>	<b>\$ 1,138,310</b>	<b>\$ 1,198,811</b>	<b>\$ 1,410,124</b>	<b>\$ 1,214,093</b>	<b>\$ 1,160,700</b>	<b>\$ 1,413,253</b>	<b>\$ 1,260,042</b>	<b>\$ 1,218,005</b>	<b>\$ 1,167,739</b>	<b>\$ 1,231,187</b>	<b>\$ 1,313,494</b>	<b>\$ 14,837,240</b>	<b>\$ 15,893,895</b>	<b>\$ 181,597,421</b>
<b>Expenditures:</b>															
<b>Fleet Heavy Repair - 15550172</b>															
Salaries & Benefits	\$ 5,537	\$ 8,147	\$ 5,002	\$ 5,730	\$ 6,186	\$ 7,133	\$ 6,854	\$ 17,809	\$ 12,751	\$ 12,716	\$ 13,032	\$ 12,826	\$ 113,524	\$ 71,533	\$ 185,057
Supplies & Materials	\$ 325	\$ 22,428	\$ 3,193	\$ 9,691	\$ 15,892	\$ 6,935	\$ 11,556	\$ 3,973	\$ 12,155	\$ 16,020	\$ 10,528	\$ 36,454	\$ 149,150	\$ 6,541	\$ 155,715
Services & Maintenance	\$ 618	\$ 447	\$ 723	\$ 5,111	\$ 1,341	\$ 210	\$ 1,482	\$ 8,006	\$ 3,508	\$ 276	\$ 8,718	\$ 9,298	\$ 39,739	\$ 1,884	\$ 53,963
Internal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Sub-Total Fleet Heavy Repair</b>	<b>\$ 6,481</b>	<b>\$ 31,022</b>	<b>\$ 29,790</b>	<b>\$ 20,532</b>	<b>\$ 23,420</b>	<b>\$ 14,278</b>	<b>\$ 19,891</b>	<b>\$ 29,589</b>	<b>\$ 28,414</b>	<b>\$ 29,012</b>	<b>\$ 32,278</b>	<b>\$ 58,577</b>	<b>\$ 20,872</b>	<b>\$ 43,347</b>	<b>\$ 189,810</b>
<b>Patrol - 15661322</b>															
Salaries & Benefits	\$ 311,291	\$ 438,122	\$ 283,286	\$ 378,623	\$ 358,218	\$ 290,056	\$ 345,538	\$ 497,647	\$ 312,514	\$ 317,711	\$ 334,770	\$ 321,224	\$ 4,188,999	\$ 4,001,783	\$ 48,590,574
Supplies & Materials	\$ -	\$ 18,530	\$ 26,305	\$ 12,409	\$ 16,542	\$ 52,749	\$ 15,825	\$ 22,571	\$ 13,869	\$ 28,052	\$ 10,285	\$ 11,732	\$ 228,869	\$ 145,753	\$ 1,908,018
Services & Maintenance	\$ 960	\$ 35,579	\$ 3,352	\$ 10,506	\$ 2,498	\$ 4,408	\$ 5,252	\$ 3,596	\$ 4,016	\$ 15,063	\$ 2,105	\$ 5,905	\$ 93,242	\$ 118,164	\$ 980,775
Internal Services	\$ 18,038	\$ 22,432	\$ 24,651	\$ 23,746	\$ 25,074	\$ 24,072	\$ 17,773	\$ 23,841	\$ 35,504	\$ 24,342	\$ 32,972	\$ 24,695	\$ 297,140	\$ 236,599	\$ 1,318,067
Capital Equipment	\$ -	\$ -	\$ 78,878	\$ 1,406	\$ -	\$ -	\$ 709	\$ -	\$ 227	\$ -	\$ 79	\$ 207	\$ 81,505	\$ 9,860	\$ 3,072,519
<b>Staff Services - 15661115</b>															
Supplies & Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400	\$ 21,261
Services & Maintenance	\$ 703	\$ 38,461	\$ 1,700	\$ 2,146	\$ 534	\$ 1,212	\$ 602	\$ 1,309	\$ 1,034	\$ 959	\$ 1,575	\$ 2,634	\$ 52,869	\$ 88,264	\$ 396,050
Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,345	\$ 1,966,869
<b>SFO Officers - 15661313</b>															
Salaries & Benefits	\$ 94,783	\$ 149,989	\$ 109,306	\$ 143,804	\$ 113,504	\$ 102,865	\$ 109,611	\$ 170,406	\$ 107,248	\$ 111,172	\$ 112,685	\$ 104,724	\$ 1,430,097	\$ 1,276,062	\$ 4,613,377
Supplies & Materials	\$ 883	\$ 360	\$ 634	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 525	\$ 2,401
Services & Maintenance	\$ -	\$ 213	\$ 1,270	\$ 422	\$ 421	\$ 650	\$ 1,021	\$ 1,164	\$ 1,627	\$ 428	\$ 908	\$ 4,429	\$ 12,552	\$ 2,310	\$ 16,164
Internal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Criminal Investigations - 15661321</b>															
Salaries & Benefits	\$ 54,515	\$ 76,596	\$ 49,073	\$ 66,963	\$ 56,608	\$ 49,485	\$ 65,470	\$ 87,189	\$ 47,840	\$ 45,620	\$ 45,735	\$ 49,783	\$ 694,877	\$ 674,658	\$ 7,912,744
Supplies & Materials	\$ -	\$ 272	\$ 915	\$ 550	\$ 251	\$ 450	\$ 363	\$ 834	\$ 227	\$ 518	\$ 915	\$ 288	\$ 5,564	\$ 4,059	\$ 70,909
Services & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 51	\$ 51	\$ 132	\$ 132	\$ 131	\$ 52	\$ 548	\$ 455	\$ 81,248
Internal Services	\$ 360	\$ 650	\$ 877	\$ 718	\$ 860	\$ 691	\$ 6,104	\$ 686	\$ 1,792	\$ 719	\$ 1,080	\$ 731	\$ 15,268	\$ 7,070	\$ 82,629
Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 509,773
<b>Special Investigations</b>															
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 503,489
Supplies & Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,554
Services & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,707
Internal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,667
Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 77,179
<b>Emergency Communications - 15661139</b>															
Salaries & Benefits	\$ 5,263	\$ 7,317	\$ 6,124	\$ 8,712	\$ 6,413	\$ 6,485	\$ 6,055	\$ 7,436	\$ 6,247	\$ 4,989	\$ 6,693	\$ 5,409	\$ 77,144	\$ 116,551	\$ 842,180
Supplies & Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,400	\$ 1,400
Services & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,189	\$ -	\$ 1,189	\$ 216	\$ 131,142
Internal Services	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50	\$ 50	\$ 930
<b>Sub-Total Police</b>	<b>\$ 486,945</b>	<b>\$ 788,519</b>	<b>\$ 586,370</b>	<b>\$ 650,004</b>	<b>\$ 580,924</b>	<b>\$ 533,124</b>	<b>\$ 573,667</b>	<b>\$ 817,441</b>	<b>\$ 532,277</b>	<b>\$ 549,706</b>	<b>\$ 551,122</b>	<b>\$ 531,793</b>	<b>\$ 7,181,792</b>	<b>\$ 6,691,724</b>	<b>\$ 73,140,628</b>
<b>Fire - 15665143</b>															
Salaries & Benefits	\$ 322,128	\$ 412,585	\$ 263,735	\$ 242,702	\$ 237,010	\$ 303,576	\$ 274,390	\$ 393,088	\$ 267,197	\$ 303,669	\$ 279,449	\$ 305,913	\$ 3,605,444	\$ 3,654,929	\$ 36,807,735
Supplies & Materials	\$ -	\$ 10,640	\$ 8,776	\$ 8,370	\$ 7,991	\$ 8,275	\$ 30,905	\$ 6,157	\$ 12,164	\$ 10,267	\$ 7,870	\$ 7,478	\$ 118,893	\$ 162,910	\$ 973,439
Services & Maintenance	\$ 2,858	\$ 11,212	\$ 7,277	\$ 4,512	\$ 3,515	\$ 1,398	\$ 2,416	\$ 4,263	\$ 3,506	\$ 3,856	\$ 3,225	\$ 3,677	\$ 46,198	\$ 46,157	\$ 797,626
Internal Services	\$ 4,194	\$ 9,726	\$ 10,813	\$ 10,192	\$ 10,430	\$ 8,772	\$ 7,769	\$ 7,913	\$ 10,537	\$ 6,806	\$ 8,816	\$ 5,975	\$ 101,944	\$ 91,664	\$ 592,687
Capital Equipment	\$ -	\$ 2,123	\$ 3,654	\$ 40,087	\$ 13,340	\$ 17,023	\$ 13,491	\$ 14,902	\$ 13,491	\$ -	\$ 7,900	\$ 49,383	\$ 162,540	\$ 653,099	\$ 1,101,854
<b>CIP FUND - Fire Stations</b>															
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,720	\$ 69	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,516,950
Fire Storage Facility Project - 15693377	\$ 329,180	\$ 446,287	\$ 294,255	\$ 305,863	\$ 272,286	\$ 341,764	\$ 315,159	\$ 424,477	\$ 307,682	\$ 321,100	\$ 307,360	\$ 372,427	\$ 4,037,507	\$ 4,752,313	\$ 57,498,387
<b>Inter-Fund Transfers</b>															
Debt Service Costs - 15930149	\$ -	\$ 140	\$ 1,185,585	\$ 140	\$ 127	\$ 127	\$ 127	\$ 127	\$ 1,065,127	\$ 118,741	\$ 113	\$ 113	\$ -	\$ -	\$ 11,704,400
Radio System Design CIP - 15693319	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,808,575
EOC Design CIP - 15695523	\$ -	\$ -	\$ 298,901	\$ 35,742	\$ 11,844	\$ 184,403	\$ 34,540	\$ 8,438	\$ 36,845	\$ 10,482	\$ 15,739	\$ 360,445	\$ 997,377	\$ 126,593	\$ 1,941,187
<b>Total Expenditures</b>	<b>\$ 822,506</b>	<b>\$ 1,265,968</b>	<b>\$ 2,394,901</b>	<b>\$ 1,012,280</b>	<b>\$ 888,600</b>	<b>\$ 1,073,695</b>	<b>\$ 943,383</b>	<b>\$ 1,280,072</b>	<b>\$ 1,970,315</b>	<b>\$ 1,028,440</b>	<b>\$ 906,612</b>	<b>\$ 1,323,355</b>	<b>\$ 14,910,126</b>	<b>\$ 14,072,474</b>	<b>\$ 174,895,476</b>
<b>Net Total</b>	<b>\$ 288,976</b>	<b>\$ (127,657)</b>	<b>\$ (1,196,090)</b>	<b>\$ 397,844</b>	<b>\$ 325,493</b>	<b>\$ 87,005</b>	<b>\$ 469,870</b>	<b>\$ (20,030)</b>	<b>\$ (762,310)</b>	<b>\$ 139,299</b>	<b>\$ 324,575</b>	<b>\$ (9,861)</b>	<b>\$ (72,887)</b>	<b>\$ 1,821,421</b>	<b>\$ 6,701,944</b>

## **PSST II – Project, equipment and personnel plan**

### **FYE 2015**

Continue PSST I requirements including:

2 additional Patrol Officers, totaling 71 Public Safety personnel hired

- Fire Administration Building Remodel (\$70,000 of Capital Funds)
- Replacement of Fire self-contained breathing apparatus (SCBA) - (\$500,000 of PSST Funds)
- Replacement of 7 Patrol vehicles - (\$312,200 of PSST Funds)
- Replacement of 1 Pumper - (\$450,000 of PSST Funds)
- Replacement of 1 Passenger Van - (\$150,000 of PSST Funds)
- Replacement of 2 Brush Pumper units - (\$173,640 of PSST Funds)

### **FYE 2016**

September 30, 2015 – PSST I ends

October 1, 2015 – PSST II begins

PSST I fund balance will be drawn down by paying for the 71 Public Safety personnel hired and other Police and Fire operating expenses.

#### **Personnel:**

Add 5 School Resource Officers (SRO) and 1 Lieutenant for SRO Program

Design of Emergency Operations/Dispatch Facility

Replace Fire Department Elevated Platform

Design of Emergency Communication System

### **FYE 2017**

#### **Personnel:**

Add 7 School Resource Officers

Add 2 Emergency Vehicle Mechanics

Add 2 Emergency Communication Officers

Construction of Emergency Operations/Dispatch Facility

Replace Fire Engine

Replacement of Emergency Communications System

### **FYE 2018**

Replace Fire Engine

**FYE 2019 and beyond**

**Personnel:**

Add 2 Emergency Communication Officers

Relocate Fire Station # 5

100% of PSST II revenues will be used for all of the above.

Approximately 12 years after PSSTII begins and requirements met, 75% (3/8<sup>th</sup> of 1%) of PSST II revenues will go to General Fund to permanently fund the 90 additional PSST positions and 25% (1/8<sup>th</sup> of 1%) of the revenues will go to Public Safety Capital expenses (police vehicle/fire apparatus replacement, communications system replacement, etc.) as needed and/or other uses as restricted by the Ordinance.

DRAFT

**PSST II - Fire Apparatus Replacement Schedule - \$6,800,000 Allocation**

	<u>As originally planned</u>	<u>As revised in FYE 17</u>	<u>As revised in FYE 18</u>	<u>As revised in FYE 19</u>	<u>As revised in FYE 20</u>	<u>As revised in FYE 22</u>	<u>As revised in FYE 23</u>	<u>As revised in FYE 24</u>	<u>Changes</u>
<b>FYE 16</b>	Elevated Platform \$ 1,106,700	\$ 1,106,000	\$ 1,106,000	\$ 1,106,000	\$ 1,106,000	\$ 1,106,000	\$ 1,105,943	\$ 1,105,943	
<b>FYE 17</b>	Fire Engine \$ 493,500	\$ 540,000	\$ 524,000	\$ 524,000	\$ 524,000	\$ 524,000	\$ 523,853	\$ 523,853	
<b>FYE 18</b>	Fire Engine \$ 508,000	\$ 508,000	\$ 625,000	\$ 622,000	\$ 622,000	\$ 622,000	\$ 622,079	\$ 622,079	
<b>FYE 19</b>	Air Supply Unit \$ 350,000	\$ 350,000	\$ 450,000	\$ 725,000	\$ 725,000	\$ 725,000	\$ 724,974	\$ 724,974	Pumper/Tanker
	Command Vehicle \$ 80,000	\$ 80,000	\$ 85,000				\$ -	\$ -	
		\$ 430,000	\$ 535,000				\$ -	\$ -	
<b>FYE 20</b>	Fire Engine \$ 539,000	\$ 539,000	\$ 675,000	\$ 750,000	\$ 750,000	\$ 735,474	\$ 735,474	\$ 735,474	Pumper/Tanker
	Rescue \$ 650,000	\$ 650,000	\$ 850,000				\$ -	\$ -	
		\$ 1,189,000	\$ 1,525,000				\$ -	\$ -	
<b>FYE 21</b>	Tanker \$ 385,000	\$ 385,000	\$ 450,000	\$ 415,000	\$ 800,000	\$ 471,500	\$ 541,600	\$ 541,600	Air and Light Unit, Public Education Trailer, Drone, Rescue Boat, 2 staff vehicles instead of Tanker
<b>FYE 22</b>	Fire Engine \$ 571,000	\$ 571,000	\$ 700,000	\$ 750,000	\$ 750,000	\$ 760,000	\$ 687,804	\$ 687,804	
<b>FYE 23</b>	Fire Engine \$ 589,000	\$ 589,000	\$ 725,000	\$ 775,000	\$ 775,000	\$ 775,000	\$ 800,000	\$ 750,000	
<b>FYE 24</b>	Ladder \$ 1,000,000	\$ 1,000,000	\$ 1,500,000	\$ 1,700,000	\$ 1,700,000	\$ 1,700,000	\$ 1,800,000	\$ 2,100,000	
<b>GRAND TOTAL</b>	\$ 6,272,200	\$ 6,318,000	\$ 7,690,000	\$ 7,367,000	\$ 7,752,000	\$ 7,418,974	\$ 7,541,727	\$ 7,791,727	