

**City of Norman, Oklahoma
Citizen's Public Safety Oversight Committee
Annual Report
July 2016-June 2017**

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Citizen's Public Safety Oversight Committee
Annual Report
July 1, 2016 – June 30, 2017

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 (PSST) 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: Joan Goth, Lea Greenleaf, Melanie Hayes, Matthew Leal, Mike McIlvoy, Linda Price, Bill Scanlon, David Wilson and Chair Eddie Sims.

Meeting Schedule – The CPSOC meets on a monthly basis. Below are the dates for the Committee's meetings from July 2016 to June 2017. (See Appendix D for the Schedules of Regular Meetings and the Corresponding Agendas)

July 14, 2016	Monthly Meeting
August 11, 2016	Monthly Meeting
September 8, 2016	Monthly Meeting
October 13, 2016	Monthly Meeting
November 10, 2016	Monthly Meeting
December 8, 2016	Monthly Meeting

January 12, 2017	Monthly Meeting - cancelled
February 9, 2017	Monthly Meeting
March 9, 2017	Monthly Meeting
April 13, 2017	Monthly Meeting
May 11, 2017	Monthly Meeting
June 8, 2017	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:

- Police Department Self-Assessment report
- Police Department Use of Force Simulator
- Emergency Operations Center project
- Sexual Assault
- Police Department Video Cameras (body and vehicle) and use policy
- School Resource Officer Program
- Phase II of replacement of the emergency communications system and consultants
- Emergency Communications 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, 2016, a total of \$74,142,473 has been collected from the PSST since its inception. An additional \$3,298,757 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 have earned the PSST Fund an additional \$447,158. Total expenditures to date from PSST funds are \$81,303,180 (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 both the PSST I and 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 and will be added when funds are available from both the Norman Public School System and the City. In FYE 18, it is proposed to add three of the seven School Resource Officers.

Public Safety Sales Tax Staffing Plan

	Firefighters	Commissioned Police Officers	Non-Commissioned Employees	
FY 2008	0	0	0	
FY 2009	0	12	0	
FY 2010	15	9	0	
FY 2011	0	9	0	
FY 2012	15	5	0	
FY 2013	0	2	0	
FY 2014	0	2	0	
FY 2015	0	2	0	Total of 71 PSST I positions fulfilled
FY 2016	0	6	0	PSST II begins
FY 2017	0	7	2 Emergency Vehicle Mechanics & 2 Emergency Communications Officers	
FY 2018	0	0	0	
FY 2019	0	0	2 Emergency Communications Officers	
Total	30	54	6	90

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 [#]	158
FY 2017	157	155	177	163
FY 2018	157		178 ^{##}	

*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 are proposed, an MPO was reclassified to a non-union Animal Welfare Shelter Manager and a Sergeant was reclassified as a non-union Police Standards Administrator.

Plan Status

The original PSST plan is complete. With the hiring of six (6) additional police officers for the school resource officer program in FYE 16 and two (2) Emergency Communications Officers in FYE 17, the plan for PSST II has begun. In FYE 18, three (3) more school resource officers are planned.

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 2018

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 is 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 replacement of the radio system and the construction of the new Emergency Operations Center (EOC). The Committee is concerned that the current funds available for the EOC are not sufficient to accommodate current and future needs. A needs assessment report found that the City needs a 45,000 square foot building to meet the current needs and for the next ten years, but our budget only allows for a 9,600 square foot building.

Finally, members of the committee would like to express our appreciation to the Council for your support. The committee stands ready to assist the Council in whatever advisory capacity you deem appropriate.

The Citizen's Public Safety Oversight Committee FYE 2017 Annual Report was approved at the CPSOC meeting on September 14, 2017 with the recommendation that it be forwarded to City Council as required by Ordinance 0-0708-32.

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 13TH 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 1ST DAY OF OCTOBER, 2008, AND TERMINATE ON 30TH 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 13th 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 36TH AVENUE NORTHWEST AND TECUMSEH STREET AND IN THE VICINITY OF EAST ALAMEDA AND EAST 36TH 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

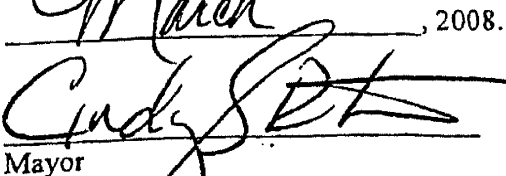
- attest and affix the seal of said City to said Special Election Proclamation and Notice and cause a copy of said Special Election Proclamation and Notice to be published as required by law, and a copy thereof delivered to the Cleveland County Election Board.
- § 5. That the City Clerk shall serve or 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 1st 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 36th Avenue Northwest and Tecumseh Street and in the vicinity of East Alameda and East 36th 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 11th day of
March, 2008.

 Mayor

NOT ADOPTED this _____ day of
 _____, 2008.

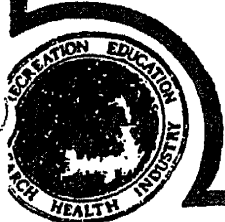
 Mayor

ATTEST:

Porenda Hall
 City Clerk

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.

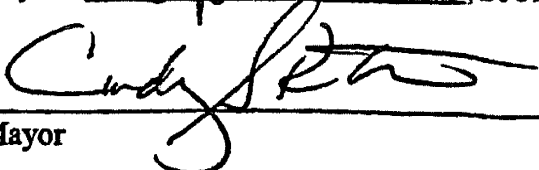


Resolution No. R-0809-125
Community Oriented Policing

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 28th 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.

Recent Events

On May 13th, 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

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

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

Norman's Rededication to COP
Page 6 of 6

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.

####

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.

<u>Year of Tax</u>	<u>School Resource Police Officers</u>	<u>Additional Emergency Vehicle Mechanics</u>	<u>Additional Communications Officers</u>
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.

Cindy S. Postell
Mayor

NOT ADOPTED this _____ day of
_____, 2014.

Mayor

ATTEST:

Brandi 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:

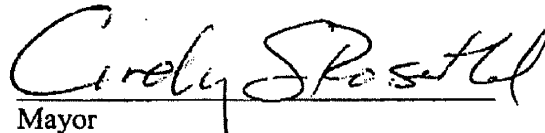
1st ☐ YES - FOR THE PROPOSITION
2nd ☐ NO - AGAINST THE PROPOSITION

(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.

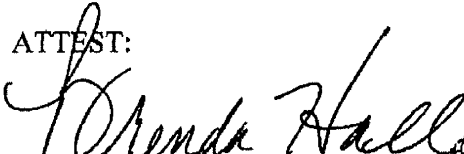
The special election shall be held at the same places and in the same manner prescribed by law for conducting county and state elections and the numbers and locations of the polling places and the persons who shall conduct said election shall be the same as for county and state elections, all as respectively 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 28th day of JANUARY 2014.


Mayor

(SEAL)

ATTEST:


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 Rose
Mayor

ATTEST:

Brenda Hall
City Clerk

2016 CALENDAR YEAR SCHEDULE OF REGULAR MEETINGS

Citizen's Public Safety Sales Tax Oversight Committee

Name of Board/Commission/Committee

Monthly Planner	
City Web Calendar	
Agenda Posted Web	
Bulletin Board	
Channel 20 Calendar	
Channel 20 Slide(s)	

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
1/14/16		4:00 p.m.		Multi-Purpose Room, 201 W. Gray Street
2/11/16		4:00 p.m.		Multi-Purpose Room, 201 W. Gray Street
3/10/16		4:00 p.m.		Multi-Purpose Room, 201 W. Gray Street
4/14/16		4:00 p.m.		Multi-Purpose Room, 201 W. Gray Street
5/12/16		4:00 p.m.		Multi-Purpose Room, 201 W. Gray Street
6/9/16		4:00 p.m.		Multi-Purpose Room, 201 W. Gray Street
7/14/16		4:00 p.m.		Multi-Purpose Room, 201 W. Gray Street
8/11/16		4:00 p.m.		Multi-Purpose Room, 201 W. Gray Street
9/8/16		4:00 p.m.		Multi-Purpose Room, 201 W. Gray Street
10/13/16		4:00 p.m.		Multi-Purpose Room, 201 W. Gray Street
11/10/16		4:00 p.m.		Multi-Purpose Room, 201 W. Gray Street
12/8/16		4:00 p.m.		Multi-Purpose Room, 201 W. Gray Street

To be completed by person filing notice:

Name: Suzanne Krohmer, Budget ManagerAddress: 201 W. Gray Street, Bldg. C
Norman, OK 73069Phone No.: 405-366-5362Filed in the office of the Municipal Clerk at 4:50 a.m./p.m. on 11-18-15Signed: P. Brenda Hall
City Clerk

*Must be filed prior to December 15, 2015

**2017 CALENDAR YEAR
SCHEDULE OF REGULAR MEETINGS
AMENDED**

Monthly Planner	
City Web Calendar	
Meeting Room Calendar	

Citizen's Public Safety Sales Tax 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
2/9/17		4:00 p.m.		Council Chambers, 201 W. Gray Street
3/9/17		3:30 p.m.		Police Dept. Graduation - Bethel Baptist Church, 1717 W. Lindsey Street
4/13/17		4:00 p.m.		Multi-Purpose Room, 201 W. Gray Street
5/11/17		4:00 p.m.		Multi-Purpose Room, 201 W. Gray Street
6/8/17		4:00 p.m.		Multi-Purpose Room, 201 W. Gray Street
7/13/17		4:00 p.m.		Multi-Purpose Room, 201 W. Gray Street
8/10/17		4:00 p.m.		Multi-Purpose Room, 201 W. Gray Street
9/14/17		4:00 p.m.		Multi-Purpose Room, 201 W. Gray Street
10/12/17		4:00 p.m.		Multi-Purpose Room, 201 W. Gray Street
11/9/17		4:00 p.m.		Multi-Purpose Room, 201 W. Gray Street
12/14/17		4:00 p.m.		Multi-Purpose Room, 201 W. Gray Street

To be completed by person filing notice:

Name: Suzanne Krohmer, Budget Manager

Address: 201 W. Gray Street, Bldg. C
Norman, OK 73069

Phone No.: 405-366-5362

Filed in the office of the Municipal Clerk at 3:00 a.m./(p.m.) on 1-30-17

Signed: Melinda Hall
City Clerk

**Must be filed prior to December 15, 2016*

Citizens Public Safety Oversight Committee
Norman Municipal Building
Multi-Purpose Room
201 W. Gray Street
July 14, 2016
4:00 p.m.

AGENDA

1. Call to Order
2. Introduction of staff and guests
3. Approval of Minutes of June 9, 2016 Meeting
4. Monthly Updates
 - Finance
 - Fire Department
 - Police Department
5. Discussion regarding Phase II Radio Consultants and radio system update
6. Update on Emergency Operations Center (EOC) Project
7. Uniformed Support Division introductions
8. Discuss preliminary draft of Committee's annual report
9. Establish Agenda Topics for the next August 11th Meeting
10. Miscellaneous Comments
11. Adjournment

Citizens Public Safety Oversight Committee
Norman Municipal Building
Multi-Purpose Room
201 W. Gray Street
August 11, 2016
4:00 p.m.

AGENDA

1. Call to Order
2. Introduction of staff and guests
3. Approval of Minutes of July 14, 2016 Meeting
4. Monthly Updates
 - Finance
 - Fire Department
 - Police Department
5. Discussion regarding Phase II Radio Consultants and radio system update
6. Update on Emergency Operations Center (EOC) Project
7. Police Department West District staff introductions
8. Discuss draft of Committee's annual report and possible approval of the annual report
9. Establish Agenda Topics for the next September 8th Meeting
10. Miscellaneous Comments
11. Adjournment

Citizens Public Safety Oversight Committee
Norman Municipal Building
Multi-Purpose Room
201 W. Gray Street
September 8, 2016
4:00 p.m.

AGENDA

1. Call to Order
2. Introduction of staff and guests
3. Approval of Minutes of August 11, 2016 Meeting
4. Monthly Updates
 - Finance
 - Fire Department
 - Police Department
5. Discussion regarding Phase II Radio Consultants and radio system update
6. Update on Emergency Operations Center (EOC) Project
7. Discussion regarding Communications Staffing
8. Police Department Division II, East District staff introductions
9. Discuss draft of Committee's annual report and possible approval of the annual report
10. Establish Agenda Topics for the next October 13th Meeting
11. Miscellaneous Comments
12. Adjournment

Citizens Public Safety Oversight Committee
Norman Municipal Building
Multi-Purpose Room
201 W. Gray Street
October 13, 2016
4:00 p.m.

AGENDA

1. Call to Order
2. Introduction of staff and guests
3. Approval of Minutes of September 8, 2016 Meeting
4. Monthly Updates
 - Finance
 - Fire Department
 - Police Department
5. Discussion regarding Phase II Radio Consultants and radio system update
6. Update on Emergency Operations Center (EOC) Project
7. Police Department West District staff introductions
8. Establish Agenda Topics for the next November 10th Meeting
9. Miscellaneous Comments
10. Adjournment

Citizens Public Safety Oversight Committee

Norman Municipal Building

Multi-Purpose Room

201 W. Gray Street

November 10, 2016

4:00 p.m.

AGENDA

1. Call to Order
2. Introduction of staff and guests
3. Approval of Minutes of October 13, 2016 Meeting
4. Monthly Updates
 - Finance
 - Fire Department
 - Police Department
5. Discussion regarding Phase II Radio Consultants and radio system update
6. Update on Emergency Operations Center (EOC) Project
7. Update on Police Body Cameras
8. Presentation on Police Protocol
9. Establish meeting calendar for 2017 and Chair, Vice Chair re-appointment
10. Establish Agenda Topics for the next December 8th Meeting
11. Miscellaneous Comments
12. Adjournment

Citizens Public Safety Oversight Committee
Norman Municipal Building
Multi-Purpose Room
201 W. Gray Street
December 8, 2016
4:00 p.m.

AMENDED AGENDA

1. Call to Order
2. Introduction of staff and guests
3. Approval of Minutes of November 10, 2016 Meeting
4. Monthly Updates
 - Finance
 - Fire Department
 - Police Department
5. Discussion regarding Phase II Radio Consultants and radio system update
6. Update on Emergency Operations Center (EOC) Project
7. Update on Police Body Cameras
8. Establish Agenda Topics for the next January 12th Meeting
9. Miscellaneous Comments
10. Adjournment

Citizens Public Safety Oversight Committee
NOTICE OF AMENDMENT

DATE: December 14, 2016

MEMO TO: City of Norman Clerk/Deputy Clerk

FROM: Suzanne Krohmer, Budget Manager

SUBJECT: Notice of regular scheduled meeting cancelled

Please accept this memo as notice that the Citizens Public Safety Oversight Committee regular scheduled meeting on Thursday, January 12th, 2017 has been cancelled.

The notice will be filed in accordance with the Open Meeting Act

NOTICE FILED BY

Citizens Public Safety Oversight Committee
Norman Municipal Building
Council Chambers
201 W. Gray Street
February 9, 2017
4:00 p.m.

AGENDA

1. Call to Order
2. Introduction of staff and guests
3. Approval of Minutes of December 8, 2016 Meeting
4. Monthly Updates
 - Finance
 - Fire Department
 - Police Department
5. Sexual Assault Panel discussion
6. Discussion regarding Phase II Radio Consultants and radio system update
7. Update on Emergency Operations Center (EOC) Project
8. Update on Police Body Cameras
9. Establish Agenda Topics for the next March 9th Meeting at Police Graduation – 1717 W. Lindsey Street
10. Miscellaneous Comments
11. Adjournment

Citizens Public Safety Oversight Committee

Bethel Baptist Church
(1st Floor, East side of church)
1717 W. Lindsey Street

March 9, 2017

3:30 p.m.

AGENDA

1. Call to Order
2. Introduction of staff and guests
3. Approval of Minutes of February 9, 2017 Meeting
4. Monthly Updates
 - Finance
 - Fire Department
 - Police Department
5. Police Department Self -Assessment Report
6. Discussion regarding Phase II Radio Consultants and radio system update
7. Update on Emergency Operations Center (EOC) Project
8. Establish Agenda Topics for the next April 13th Meeting at the Lt. Royce Weddle Firing Range, 3942 Jenkins Avenue
9. Miscellaneous Comments
10. Adjournment

Citizens Public Safety Oversight Committee

Lt. Royce Weddle Firing Range

3942 Jenkins Avenue

April 13, 2017

4:00 p.m.

AGENDA

1. Call to Order
2. Introduction of staff and guests
3. Approval of Minutes of March 9, 2017 Meeting
4. Monthly Updates
 - Finance
 - Fire Department
 - Police Department
5. Police Department Self -Assessment Report
6. Discussion regarding Phase II Radio Consultants and radio system update
7. Update on Emergency Operations Center (EOC) Project
8. Use of Force Simulator
9. Establish Agenda Topics for the next May 11th Meeting at the Norman Investigation Center, 1507 W. Lindsey Street
10. Miscellaneous Comments
11. Adjournment

Citizens Public Safety Oversight Committee

Norman Municipal Building

Multi-Purpose Room

201 W. Gray Street

May 11, 2017

4:00 p.m.

AGENDA

1. Call to Order
2. Introduction of staff and guests
3. Approval of Minutes of April 13, 2017 Meeting
4. Monthly Updates
 - Finance
 - Fire Department
 - Police Department
5. Discussion regarding Phase II Radio Consultants and radio system update
6. Update on Emergency Operations Center (EOC) Project
7. Establish Agenda Topics for the next June 8th Meeting at the Norman Investigation Center, 1507 W. Lindsey Street
8. Miscellaneous Comments
9. Adjournment

Citizens Public Safety Oversight Committee
Norman Investigations Center
Conference Room
1507 W. Lindsey Street
June 8, 2017
4:00 p.m.

AGENDA

1. Call to Order
2. Introduction of staff and guests
3. Approval of Minutes of May 11, 2017 Meeting
4. Monthly Updates
 - Finance
 - Fire Department
 - Police Department
5. Body Camera Presentation
6. Discussion regarding Phase II Radio Consultants and radio system update
7. Update on Emergency Operations Center (EOC) Project
8. Discussion regarding Committee's Annual Report
9. Establish Agenda Topics for the next July 13th Meeting at the Norman Fire Station #9, 3001 E. Alameda
10. Miscellaneous Comments
11. Adjournment

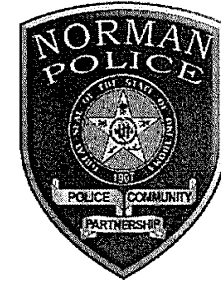
Public Safety Sales Tax Fiscal Year End 2017 Financial Report

		Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Fiscal Year To Date	Multi-Year To Date
	Revenues:														
	Public Safety Sales Tax	\$ 758,153	\$ 753,218	\$ 771,583	\$ 816,566	\$ 769,521	\$ 745,468	\$ 796,677	\$ 814,235	\$ 683,655	\$ 768,593	\$ 758,083	\$ 747,817	\$ 9,183,569	\$ 74,142,473
	Public Safety Use Tax	\$ 38,889	\$ 42,717	\$ 30,445	\$ 33,293	\$ 39,065	\$ 31,888	\$ 43,537	\$ 41,610	\$ 33,061	\$ 32,136	\$ 45,568	\$ 41,863	\$ 454,073	\$ 3,298,757
	Investment/Interest	\$ 5,936	\$ 5,595	\$ 5,734	\$ 6,149	\$ 5,314	\$ 5,575	\$ 5,336	\$ 6,431	\$ 4,895	\$ 10,830	\$ 9,150	\$ 9,149	\$ 80,092	\$ 447,158
	Refunds/Reimbursements	\$ -	\$ -	\$ -	\$ 259,732	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 320,128	\$ -	\$ 106,709	\$ 686,569	\$ 686,569
	Sale of Vehicles	\$ 42	\$ -	\$ -	\$ -	\$ 2,358	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,399	\$ 3,142
	Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,825,000
	Inter-Fund Transfer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,294,340
	Total Revenue	\$ 803,019	\$ 801,530	\$ 807,762	\$ 1,115,740	\$ 816,258	\$ 782,931	\$ 845,550	\$ 862,276	\$ 721,611	\$ 1,131,686	\$ 812,801	\$ 905,539	\$ 10,406,702	\$ 102,697,440
	Expenditures:														
Patrol	Salaries & Benefits	\$ 464,835	\$ 321,069	\$ 339,074	\$ 369,522	\$ 536,747	\$ 322,308	\$ 364,464	\$ 335,328	\$ 345,702	\$ 352,658	\$ 517,101	\$ 324,064	\$ 4,592,872	\$ 22,258,299
	Supplies & Materials	\$ 27	\$ 15,313	\$ 12,272	\$ 14,334	\$ 25,854	\$ 5,712	\$ 7,000	\$ 4,804	\$ 23,413	\$ 22,090	\$ 7,220	\$ 6,252	\$ 144,292	\$ 995,159
	Services & Maintenance	\$ 17,709	\$ 8,896	\$ 11,094	\$ 5,131	\$ 23,189	\$ 4,362	\$ 2,126	\$ 3,657	\$ 4,417	\$ 3,090	\$ 2,107	\$ 1,973	\$ 87,752	\$ 444,721
	Internal Services	\$ 3,958	\$ 6,129	\$ 5,345	\$ 5,440	\$ 5,717	\$ 6,554	\$ 12,666	\$ 6,063	\$ 5,907	\$ 7,343	\$ 5,930	\$ 6,973	\$ 78,025	\$ 499,985
	Capital Equipment	\$ -	\$ 7,265	\$ -	\$ -	\$ 183,163	\$ 160	\$ -	\$ 420	\$ 180,890	\$ 13,570	\$ 33,547	\$ 5,113	\$ 424,127	\$ 2,594,932
Staff Services	Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Supplies & Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 230	\$ -	\$ 2,413	\$ 2,643	\$ 6,016
	Services & Maintenance	\$ -	\$ 953	\$ 420	\$ 454	\$ 321	\$ 255	\$ 1,155	\$ 2,978	\$ 789	\$ 135	\$ 319	\$ 3,848	\$ 11,628	\$ 64,785
	Capital Equipment	\$ -	\$ 3,000	\$ -	\$ -	\$ 1,236	\$ -	\$ -	\$ -	\$ 2,650	\$ 23,108	\$ -	\$ -	\$ 29,994	\$ 1,695,735
Criminal Investigations	Salaries & Benefits	\$ 65,143	\$ 42,265	\$ 43,394	\$ 43,429	\$ 62,380	\$ 43,999	\$ 50,314	\$ 40,044	\$ 36,588	\$ 46,594	\$ 69,679	\$ 41,952	\$ 585,782	\$ 3,866,105
	Supplies & Materials	\$ -	\$ 219	\$ 380	\$ 267	\$ 437	\$ 207	\$ 316	\$ 184	\$ 452	\$ 317	\$ 471	\$ 1,400	\$ 4,651	\$ 47,716
	Services & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 73,233
	Internal Services	\$ 154	\$ 413	\$ 342	\$ 339	\$ 413	\$ 483	\$ 1,100	\$ 416	\$ 389	\$ 457	\$ 380	\$ 506	\$ 5,392	\$ 31,809
	Capital Equipment	\$ -	\$ -	\$ 3,105	\$ 120	\$ 1,092	\$ 25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,343	\$ 470,785
Special Investigations	Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 503,489
	Supplies & Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,554
	Services & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,707
	Internal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,667
	Capital Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 77,179
Emergency Communications	Salaries & Benefits	\$ 6,452	\$ 6,697	\$ 7,839	\$ 8,228	\$ 12,629	\$ 7,756	\$ 11,072	\$ 8,247	\$ 9,552	\$ 9,590	\$ 14,017	\$ 9,039	\$ 111,117	\$ 111,117
	Supplies & Materials	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Services & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,010	\$ -	\$ -	\$ -	\$ 1,010	\$ 128,248
	Sub-Total Police	\$ 558,279	\$ 412,218	\$ 423,266	\$ 447,264	\$ 853,179	\$ 391,821	\$ 450,213	\$ 402,142	\$ 611,758	\$ 479,183	\$ 650,772	\$ 403,532	\$ 6,083,627	\$ 33,910,239
Fire	Salaries & Benefits	\$ 345,156	\$ 223,395	\$ 236,759	\$ 247,634	\$ 366,342	\$ 210,659	\$ 248,125	\$ 224,769	\$ 236,831	\$ 222,459	\$ 348,979	\$ 256,591	\$ 3,167,697	\$ 15,803,663
	Supplies & Materials	\$ 814	\$ 13,422	\$ 5,394	\$ 3,511	\$ 7,528	\$ 6,076	\$ 7,334	\$ 13,258	\$ 6,594	\$ 7,045	\$ 4,398	\$ 7,584	\$ 82,959	\$ 308,014
	Services & Maintenance	\$ 27,375	\$ 10,640	\$ 5,926	\$ 2,700	\$ 5,292	\$ 3,998	\$ 4,203	\$ 12,228	\$ 5,559	\$ 8,518	\$ 7,160	\$ 5,451	\$ 99,050	\$ 407,678
	Internal Services	\$ 1,646	\$ 2,911	\$ 2,488	\$ 2,575	\$ 2,818	\$ 3,057	\$ 4,457	\$ 3,373	\$ 2,764	\$ 3,602	\$ 2,794	\$ 3,489	\$ 35,974	\$ 147,121
	Capital Equipment	\$ -	\$ 431,520	\$ -	\$ -	\$ -	\$ -	\$ 175,685	\$ 8,086	\$ 18,496	\$ 120,733	\$ -	\$ 7,242	\$ 761,762	\$ 7,625,478
	CIP FUND - Fire Stations	\$ -	\$ 8,675	\$ -	\$ -	\$ -	\$ -	\$ 130	\$ 4,377	\$ 2,345	\$ -	\$ 1,019	\$ -	\$ 16,546	\$ 6,495,980
	Sub-Total Fire	\$ 374,992	\$ 690,562	\$ 250,568	\$ 256,419	\$ 381,980	\$ 223,790	\$ 439,934	\$ 266,091	\$ 272,589	\$ 362,356	\$ 364,350	\$ 280,357	\$ 4,163,987	\$ 30,787,935
	Inter-Fund Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,704,400
	Debt Service Costs	\$ -	\$ 285	\$ 1,166,197	\$ 285	\$ 274	\$ 274	\$ 274	\$ 274	\$ -	\$ 1,165,974	\$ 263	\$ 263	\$ 2,334,363	\$ 3,061,656
	Radio System Design CIP	\$ -	\$ -	\$ 7,398	\$ 6,270	\$ -	\$ 4,801	\$ -	\$ -	\$ -	\$ -	\$ 1,731,336	\$ 1,575	\$ 1,751,381	\$ 1,790,449
	EOC Design CIP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 29,020	\$ -	\$ 6,782	\$ -	\$ 12,698	\$ 48,500	\$ 48,500
	Total Expenditures	\$ 933,270	\$ 1,103,065	\$ 1,847,429	\$ 710,239	\$ 1,235,433	\$ 620,686	\$ 890,421	\$ 697,527	\$ 884,347	\$ 2,014,295	\$ 2,746,721	\$ 698,425	\$ 14,381,858	\$ 81,303,180
	Net Total	\$ (130,252)	\$ (301,536)	\$ (1,039,667)	\$ 405,501	\$ (419,175)	\$ 162,245	\$ (44,871)	\$ 164,749	\$ (162,736)	\$ (882,609)	\$ (1,933,920)	\$ 207,114	\$ (3,975,156)	\$ 21,394,260

Appendix E



Community Oriented Policing



2017 - 2018
Annual Work Plan

Introduction

Community Oriented Policing (COP) is based on the concept that Norman police officers and Norman citizens work together in creative ways to help solve contemporary community problems related to public safety including crime, fear of crime, social and physical disorder, and neighborhood decay. The City of Norman made a major commitment to revitalizing the COP philosophy in the police department and the community. That commitment included adopting a five year implementation plan that consists of objectives such as community assessment and readiness, education, partnership and community engagement, problem identification and solution, image and recruiting improvement, and a monitoring component. As a continuation of this commitment the police department will also establish annual work plans to ensure that the community policing goals of the department are accomplished in a timely fashion.

The specific goals for the Annual Work Plan for 2017-2018 fiscal year (FYE 2018) are:

- 1. Assess the needs and desires of the community in reference to policing in the community.**
- 2. Provide all Norman Police Department personnel with continuing education on community policing related activities and programs.**
- 3. Provide community policing philosophy, crime prevention and crime identification training to selected city employees.**
- 4. Offer and deliver community policing philosophy, crime prevention and crime identification training to civic groups, educational institutions, social service agencies, businesses, the media and other members of the community.**
- 5. Continue programs that will assist in building partnerships and educating the community in community policing.**
- 6. Implement the concept of problem identification and solution using the community policing philosophy.**
- 7. Continually monitor the annual work plan.**

Goal 1: Assess the needs and desires of the community in reference to policing in the community.

Success defined: Feedback from customers through community meetings and surveys.

Project Activity	Action Steps	Target Date for Completion	Persons Responsible	Status Update	Comments
Community interaction meetings to address community issues and concerns with members of the public	<ol style="list-style-type: none"> 1. Schedule meetings in different geographical or demographical areas. 2. Document concerns 3. Identify resources and responsible parties to address the concerns identified. 4. Provide information obtained to the appropriate police employees (i.e. beat officers) to increase their knowledge base of the desires and concerns. 	Continuing	All Norman Police Department Personnel		
Determine the need for a community survey	<ol style="list-style-type: none"> 1. Identify if there is a need for a community survey based off of community input. 	June	Chief Humphrey		

Goal 2: Provide all Norman Police Department personnel with continuing education on community policing related activities and programs.

Success defined: Employees should use their training to better deliver quality services to the community. This training should also help employees in dealing with problems or potential problems that are identified in the community.

Project Activity	Action Steps	Target Date For Completion	Persons Responsible	Status Update	Comments
Research and implement a training plan to provide all commissioned personnel with a quality COP-related training during the period.	1. Identify an instructor and course. The course should be a minimum of four (4) hours. 2. Coordinate with all Bureau Commanders in order to schedule training.	June	Lt. Callaghan		

Goal 3: Provide community policing philosophy, crime prevention and crime identification training to selected City of Norman employees.

Success defined: Inform selected groups in areas of COP, Prevention, as other related topics. Selected groups can use the information they receive to understand the goals of COP and reasons for its implementation. Both the police and the selected groups can use the partnerships to improve crime awareness and prevention.

Project Activity	Action Steps	Target Date for Completion	Persons Responsible	Status Update	Comments
Give COP related training to selected groups within the City of Norman workforce.	<ol style="list-style-type: none"> 1. Identify target audience 2. Schedule time for presentations. 3. Deliver presentations. 	June	Capt. Hawkins Lt. Robertson Sgt. Hunt MPO Zermeno MPO Jaffery		

Goal 4: Offer and deliver community policing philosophy, crime prevention and crime identification training to civic groups, educational institutions, social service agencies, businesses, the media and other members of the community.

Success defined: Education of customers on the philosophy and goals of Community Policing as well as to improve partnerships for crime awareness and addresses crime prevention.

Project Activity	Action Steps	Target Date for Completion	Persons Responsible	Status Update	Comments
Make a presentation available to address the Community Policing philosophy, crime prevention and crime identification for selected groups.	1. Use the COP calendar to schedule presentations when requested. 2. Deliver presentation as requested.	Continuing	Capt. Hawkins Lt. Robertson Sgt. Hunt MPO Zermeno MPO Jaffery		
Continue the T.E.A.M. (Teaching Educations and Mentoring) concept and partnerships with school systems.	1. Make presentations and officers available to schools upon request.	Continuing	Capt Hawkins Lt. Vincent and SRO's		
Community interaction meetings to address community issues and concerns with members of the public	1. Use the COP calendar to schedule presentations when requested. 2. Deliver presentation as requested.	Continuing	All Norman Police Department Personnel		
CareTrack	1. Provide a service to assist locating missing persons with cognitive impairments such as Alzheimer's, Dementia and Autism.	Continuing	Capt Hawkins Lt Robertson Sgt Hunt		
Child Passenger Safety	1. Provide child safety seat education and installation services to the community to help ensure that children are safe traveling as passengers in vehicles.	Continuing	Capt Hawkins Lt Robertson Sgt Hunt		
Graffiti Abetment	1. Create a program to assist the community and businesses identify graffiti and provide the resources to remove the graffiti	June	Capt. Riddles Division 1		

Goal 5: Continue programs that will assist in building partnerships and educating the community in community policing.

Success defined: Continued development and improvement of Norman Police Department programs that educates and promotes community policing.

Project Activity	Action Steps	Target Date for Completion	Persons Responsible	Status Update	Comments
Citizens' Police Academy (CPA)	1. Conduct two CPAs to continue educating citizens and gaining ambassadors within our community	Continuing	Capt. Hawkins Lt. Robertson Sgt. Hunt MPO Zermeno MPO Jaffery		
Citizen's Police Academy Alumni Group	1. Continue to utilize CPA Alumni for community events	Continuing	Capt. Hawkins Lt. Robertson Sgt. Hunt MPO Zermeno MPO Jaffery		
Crime Free Multi-Housing	1. Continue to promote and enroll apartment complexes with the crime free multi housing program	Continuing	Capt. Hawkins Lt. Robertson MPO Jaffery		
Police Athletics League	1. Implement a Police Athletics League to create positive relationships between Law Enforcement and the community's youth.	Completed	Capt. Hawkins Lt. Vincent MPO Jaffery SRO's		
Volunteers In Policing Program Services	1. Continue to build the V.I.P.S. Program	Continuing	Capt. Hawkins Lt. Robertson Sgt. Hunt		
Safety Town	1. Educate children ages 5 and 6 on bicycle, street and personal safety.	June	Capt Hawkins Lt Vincent SRO's		

School Resource Officer (SRO)	1. Expand the SRO Program to place 8 officers and 1 Lt. 2 officers will be located at each high school and 1 officer will be located at each middle school.	June	Capt Hawkins Lt Vincent		
Data Driven Approach to Crime and Traffic Safety (DDACTS)	1. Identify new DDACTS zones. 2. Develop plans on how each division in the department can contribute to the DDACTS effort.	June	Major Teuscher		
Homeless Initiative	1. Develop a program to reduce homelessness as a result of untreated mental health conditions and substance abuse.	June	Capt Hawkins Lt Bryant		

Goal 6: Implement the concept of problem identification and solution using community policing philosophy.

Success defined: Continued philosophy change from reactive approaches to proactive approaches.

Project Activity	Action Steps	Target Date for Completion	Persons Responsible	Status Update	Comments
Community interaction meetings to address community issues and concerns with members of the public.	1. Schedule meetings in different geographical or demographical areas. 2. Document concerns 3. Identify resources and responsible parties to address the concerns identified. 4. Provide information obtained to the appropriate police employees to increase their knowledge base of the desires and concerns.	June	Capt. Hawkins Lt. Robertson Sgt. Hunt MPO Zermeno MPO Jaffery		
Hide Lock Take	1. Develop a Hide Lock Take program that will educate citizens and reduce theft of vehicles and items from vehicles.	June	Capt Hawkins Lt Robertson MPO Jaffery		
Juvenile Intervention Program	1. Continue to offer services and resources to "at risk" juveniles and their families so that better life choices can be made.	June	Capt Hawkins Lt Robertson MPO Jaffery		
Adult Bike Safety School	1. Develop a course that will be open to the public that will educate the community on adult bike safety.	June	Capt Hawkins Lt Smallwood Lt Fletcher		
Police Data Initiative	Use Police Data Initiative to promote the use of open data to encourage joint problem solving, innovation, enhanced understanding and accountability with the community	June	Chief Humphrey		

Goal 7: Continually monitor the annual work plan.
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Success defined: All goals and issues are addressed and complete by the end of fiscal year.

Project Activity	Action Steps	Target Date for Completion	Persons Responsible	Status Update	Comments
Develop an Annual Work Plan.	1. Create goals that will be achieved during FYE 2019. 2. Assign tasks to personnel to be completed. 3. Follow up with assigned personnel to ensure tasks will be completed on time.	June	Chief Humphrey Major Teuscher Capt. Hawkins		
Review of activities, plans and goals.	1. Ensure that activities, plans and goals that were planned for FYE 2018 have been completed.	June	Major Teuscher Capt. Hawkins		
Annual review of long term goals.	1. Review goals completed as well as future goals.	June	Major Teuscher Major Foster		

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% ($\frac{3}{8}$ th of 1%) of PSST II revenues will go to General Fund to permanently fund the 90 additional PSST positions and 25% ($\frac{1}{8}$ th 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.