

FINANCE COMMITTEE MINUTES
March 12, 2015

The City Council Finance Committee of the City of Norman, Cleveland County, State of Oklahoma, met at 5:00 p.m. in the Municipal Building Study Session Room on the 12th day of March, 2015, and notice and agenda of the meeting were posted in the Municipal Building at 201 West Gray and the Norman Public Library at 225 North Webster 24 hours prior to the beginning of the meeting.

PRESENT: Members Castleberry, Heiple, Lang, and Chair Rosenthal

ABSENT: None

OTHERS PRESENT: Lynne Miller, Council member
Steve Lewis, City Manager
Anthony Francisco, Finance Director
Suzanne Krohmer, Budget Manager
Shawn O'Leary, Public Works Director
James Maisano, Deputy Police Chief
Gala Hicks, Human Resources Director
Sama Khawaja, OU Student
Bobby Stevens, citizen

Item 1, being

SUBMISSION OF THE REPORT ON OPEN POSITIONS

Gala Hicks reported that the selection process for Admin Tech in Animal Welfare was progressing, possibly in two weeks.

Items submitted for the record:

1. Position Vacancy Report, dated March 4, 2015

Item 2, being

DISCUSSION REGARDING A PROPOSED RENOVATION PROJECT FOR THE LT. ROYCE O. WEDDLE NORMAN POLICE FIRING RANGE AND TRAINING FACILITY

Deputy Police Chief Maisano gave the report. The firing range and training facility was first constructed in 1966 with a 20-position firing line. In 1991 the City provided funding for materials and we did a do-it-yourself construction to remodel classroom A, 2 small offices, bathrooms for men and woman, a small kitchenette, and a small classroom to accommodate 24 students. In 1999-2000, the dirt berm was constructed in a U-shape and addition of 5 firing positions for a total of 25. In 2002 classroom B, a metal/steel building, was constructed with 24-student capacity and is classroom B, with 1 small bathroom, and 1 small storage area. Council has approved an addition for this building which will include 2 small offices. In 2004, a multi-purpose building was built but not insulated for occupancy. It is used for storage of the command post, SWAT truck, bomb trailer, etc. One corner is closed off and we store the shooting simulator there, an older model we have. We use

the building for defensive tactics training; can also use it in the summertime for training in a covered area.

The Training Center is used by other agencies. University of Oklahoma Police, Cleveland County Sheriff's office, FBI, DEA, U.S. Marshall's office, and Postal Inspectors come once a quarter to twice a year to use the facility. The Annual State Pistol Competition and OK Swat Competitions are held here. We also host SWAT schools at the facility. Major alterations to the berm are recommended. Berm height is 14' high and recommended height is a minimum of 20'. We would like for it to be a 25' berm. We need and are requesting a rifle range with a U-shaped 25' berm and classroom expansion to accommodate 50 people.

Mayor – The Norman Investigation Center on Lindsey Street has classroom training space. Why is this needed for classroom space when we have the NIC?

Maisano said sometimes classes on different subjects are using facilities at same time and range-related classes should be close to range, not practical at the NIC. We have an increased number of officers and are adding the SRO program. Lead accumulation in berm is approximately 40 years and we have never had any type of lead reclamation. The best practice is to occasionally reclaim the lead and rebuild berm. Corrective measures and estimated costs include: (1) \$2.1 million for berm and take height to at least 20'; (2) renovation of classroom A, it's hard to keep cool in summertime and it needs a lot of maintenance; and (3) \$3-\$3.5 million project to take down classroom A and rebuild with 4 offices for staff with a 30-person classroom and a 50-person classroom, also storage for weapons and ammunition. Total estimated cost would be \$5.2-\$5.7 million.

Lewis – industry standard is for indoor shooting facilities. Maisano said it would be very expensive to build and operate. Targets are stationary in indoor facility, we need 180 degree shooting for outdoor, limited in an indoor facility. There are more regulations in the indoor facility. An indoor facility would cost 4 to 5 times more than the outdoor.

Heiple – it's hard to grasp \$2.1 million for dirt. Maisano - Part of cost is to build berm with extra dirt, if you can supply your own dirt, then it would be cheaper. Bid reflects having to purchase dirt. Heiple said to ask for at least 3 more quotes. Mayor said we would go through formal bidding process.

Castleberry – We have plenty of dirt from water reclamation facility construction. Wanted to know if this area is in the flood plain? O'Leary - there are regulatory problems to be addressed. Flood Plan was adopted in 2007 precludes filling in the flood plain. This project would fill in and current ordinance doesn't allow this. Council would have to make exception to Flood Plan Ordinance. If Police Department came with permit/application for this project, the Flood Plan Committee would have to reject it today as the Ordinance reads.

Miller wanted to know if redevelopment exceptions would work. O'Leary – Economic assessment of moving the facility would also be considered.

Lewis – We could find other places to relocate or do an indoor facility. We need to do a lot more staff work on this project and address for needs for the long term. Other places could be too remote and costly to renovate. O'Leary believes cost is inflated. We can go back and get better estimates.

Lang asked what 20 points and 5 points mean? Maisano said 20 points means 20 targets and number of people on firing line at one time. The 5 points is the smaller area and can accommodate 5 people shooting at one time.

Lang asked if lead contamination is a concern? This is a word that the public can become alarmed about. O'Leary said lead contamination is a very concerning area for state and federal regulators. There is a certain lead abatement process and although I don't think there is a hard, written rule, this abatement process is included in the project.

Castleberry wanted to know how the City would pay for this project. Francisco said we would think it would be out of the Capital Projects Fund, after the other critical capital needs are completed from the PSST Fund. Castleberry asked about the time frame and Francisco said 12 years.

Mayor wanted to know about Hall Park Lagoon as an option for firing and training facility? Lewis said it could be both. Mayor asked if this could be part of the EOC Center training facility. What are the real training needs at the range? What Flood Plan Ordinance exceptions would we have to do? We need to scrub this down to the absolute necessities.

Lang wanted to know where other metropolitan area cities train/shoot. Is there a potential for collaborating/sharing cost. Maisano said Oklahoma City PD has a firing range near Tinker Air Force Base. Oklahoma County has their own firing range and training facility. Tulsa has a firing range and academy classrooms. Moore uses Oklahoma County's facilities, thinks Purcell has their own, not sure about Midwest City or Del City. Norman's biggest partner/user is OU.

Lewis said ACOG would be facilitator; the North Central Texas ACOG facilitates a training center for Texas cities and towns. Lang could see joint financing and facility usage with other cities. Lewis – we will look into this.

Mayor – Capital meeting – we were looking at a study. Lewis – We will look at this more internally first and then bring back to Council when we need more detailed study. Do not include Capital Fund budget funding for berm for FYE 16. Lewis – we will replace this project with other deferred projects.

Mayor – we love sidewalks.

Items submitted for the record:

1. Norman Police Department Training Facility Plan prepared by the Police Department

Item 3, being

SUBMISSION OF THE REVENUE/EXPENDITURE REPORTS FOR FEBRUARY 2015

Anthony Francisco pointed out page 3 to the New Development Excise Tax Fund. Collections are 112% above budget on residential side and almost 100% above last year due to multi-family developments. We don't know that this will continue. On the other side, commercial construction is down.

Heiple – Room Tax figures. Francisco said collections are concentrated in spring and summer. No, this is not unusual collections.

Castleberry – PSST Fund ending balance is approximately \$8 million. Francisco said we thought we would close out PSST Fund I around \$7 million.

Heiple said Westwood Golf Course revenues are down. Francisco said yes, bad weather year for golf courses. It's a down year for all golf courses. Other golf courses had lower rounds played also. Tournament play held steady. Castleberry had heard from other people and they were excited about renovations made at Westwood. Lewis said renovations will be finished in about 2 weeks and about a month for pavilion to be finished.

Castleberry asked how City was looking on revenue and expenditures. Francisco said General Fund is really close to breaking even on revenue versus expenditures are a bit above budget. Castleberry wanted to know about overtime expenditures. Francisco said there are 3-4 major things; departmental vacancies are filling in with overtime; Police and Fire crime scene and arson investigation/fatalities; and multi-family construction inspections. We have not increased overtime budgets with increases in personnel.

Items submitted for the record:

1. Summary of Major Funds-General; Capital; Westwood; Water; Water Reclamation; Sewer Maintenance; New Development Excise; Sewer Sales Tax; and Sanitation Fund Revenue Sources vs. Budget, Financial Report as of February 28, 2015.

Item 4, being:

MISCELLANEOUS COMMENTS

No discussion.

The meeting adjourned at 6:06 p.m.

ATTEST:

City Clerk

Mayor