



MINUTES

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CALL TO ORDER

PRESENT

Mayor Larry Heikkila
Councilmember Ward 3 Bree Montoya

ABSENT

Councilmember Ward 6 Elizabeth Foreman

OTHERS

Councilmember Ward 4 Helen Grant
Councilmember Ward 5 Michael Nash
Councilmember Ward 7 Stephen Holman
Anthony Francisco, Director of Finance
Darrel Pyle, City Manager
Jacob Huckabaa, Budget Technician
Kathryn Walker, City Attorney
Tim Powers, Director of Information Technology
Robert Gruver, Network Infrastructure & Support
Shaakira Calnick, Internal Auditor
Major Brent Barbour, NPD
Mark Howery, Animal Welfare Oversight Committee Member
Rebecca Bean, Animal Welfare Oversight Committee Member
Brenda Hall, City Clerk
Chris Mattingly, Director of Utilities
Scott Sturtz, City Engineer
Robert Castleberry, Citizen

Mayor Heikkila called the meeting to order at approximately 4:00 PM.

AGENDA ITEMS

1. DISCUSSION REGARDING THE FYE 2024-2025 CITY OF NORMAN BUDGET

Outside Agency -

Anthony Francisco gave the report. Francisco asked for more direction on City funding for the Norman Music Festival/Norman Arts Alliance. "As you'll recall, they had requested an increase from \$10,000 this fiscal year to \$50,000 in the coming fiscal year," Francisco said. Representatives for the organization weren't at the meeting to answer Council questions; so, per Mayor Heikkila's suggestion, their increased funding request has been tabled until representatives of the Norman Music Festival are able to meet with Council.

Francisco also asked for additional direction regarding City funding for The Depot. "They have requested an increase to \$50,700, so an increase of \$38,900," Francisco said. The Committee's consensus was to proceed with funding this increase.

IT operations funding -

There have been what are considered "high dollar" budget requests from the Information Technology Department for Fiscal Year 2024-2025 (FYE 25). These budget requests involve staying up-to-date with computer software and staying supported by software companies.

"In our discussions at the Management Team level, we're convinced that this is going to be an on-going concern, probably in the six or seven figure per year range," Francisco said. "The discussion that we had was about changing the guidelines for the Capital Sales Tax allocations that we do each year. There is a fixed allocation for maintenance of existing facilities, and for street maintenance, and so the discussion was about having a fixed set-a-side or allocation for I.T."

Francisco passed around a new guideline proposal that reduced the street maintenance allocation from 25% to 20% each year. The 5% set aside for I.T. would equate to approximately \$875,000 per year. "We would hope that this would address those long-term I.T. infrastructure needs that we know we're going to have," Francisco said.

Tim Powers, Director of Information Technology said, "Everything that we use to run anything from computer aided dispatch in P.D. and Fire all the way to all of the utility billing systems, planned community development, and all of the different types of software that we use - have virtual servers in this environment that we have to support and upgrade. Those bits of software that we use to create the virtual servers are not compatible with the hardware that we have. This is another industry trend. They'll make it incompatible so that you have to go up to the next version. That does nothing but benefit those organizations. Unfortunately, we're married to this infrastructure. This is an operational cost and it's not avoidable."

Mayor Heikkila asked the Committee if anyone objected to moving the 5% allocation from the Street Maintenance Fund to the Information Technology Fund. There were no objections.

"Flock" Camera funding -

Major Brent Barbour presented information on Flock cameras. "The request that we submitted was for 10 cameras. They'd be put on major roads or primary intersections with vehicular traffic. What the system does is it looks at tags and at vehicles. It tracks and monitors all of those vehicles that come through, it pulls the tag numbers out and runs it through national data bases that are maintained by the federal government, primarily. A local agency can submit into their system and say, 'We have this missing person' sort of thing, but usually those are done through the National Crime Information Center (NCIC) which looks for things like stolen vehicles or vehicles involved in violent crimes. It also pings back to missing persons and exploited children databases. When it sees a vehicle that matches those descriptions, it notifies that agency and says, 'Hey, I can't tell you who's driving, I can't tell you where it's going because it's a static image, but a moment ago, that vehicle was in this area,'" Barbour said. "We would be using it for criminal investigations or active cases where somebody is in immediate danger." Barbour stated that Norman is the only city in the metro that does not have these cameras and they would not be used to issue driving citations. The data is maintained by Flock, stored for 30 days on their system, and then deleted. Access to the system requires special training and auto-logs who has been looking in the system. Barbour states that the static images are of the back of the vehicle only and don't reflect who the occupants are. The budget request was approximately \$40,000 for the 10 cameras; the request was not recommended to be funded through the Management Team prioritization process.

Councilmember Grant stated, "Mostly my concerns are around not having the system misused to keep track of people. One thing I'm reading is: As much as we might hope that all police watch lists were 100% reliable, we know they are not; in fact, the largest and most commonly used national watch list, the National Crime Information Center database, does not even comply with the 1974 United States Privacy Act basic accuracy, reliability and completeness requirements. That means allowing your automated license plate recognition (ALPR) data to be run against such data bases will subject anyone living or visiting your town to unjustified rest detention which is an especially dangerous proposition for members of vulnerable, already over-policed communities. - I don't want to contribute to that."

Councilmember Nash stated, "I'm going to be opposed to putting the Flock system up, period. We can't guarantee any kind of safety or protection on the data. I guarantee you if Yahoo, Facebook, and all the biggest companies in the world can have their data breached, so can Flock. Taking this step into mass surveillance without the people's consent on it - ah...I think we can find the bad guys just fine the old fashion way. We could expedite some cases but so would microchipping every human in town; but, we shouldn't be doing that either. I don't feel comfortable with it - at all."

Additional discussion surrounding the Flock cameras that includes all Councilmembers was requested; thus, a determination on whether to fund the Flock cameras was tabled.

Animal Welfare funding -

Councilmember Nash brought an Animal Welfare budget request to the Committee. The request was for approximately \$180,000 to cover the replacement cost of animal kennels, an additional Vet-tech position, veterinary supplies, and animal food. Councilmember Nash recognized Rebecca Bean of the Animal Welfare Oversight Committee.

"What shelters and communities across the nation have done to successfully conquer the animal over-population is spay and neuter. It's the only thing we can do to get ahead of the numbers," Rebecca Bean said. With the additional Veterinary Technician position, it is expected that more

spay and neuters will be performed. The Veterinary Technician position was not requested through the administrative process and the \$120,000 kennel system was not recommended to be funded through the formal prioritization process.

After discussion, Mayor Heikkila stated, "It seems to be consensus that we carry this on into the proposed budget, please."

City Manager Darrel Pyle said, "It will be included."

2. DISCUSSION REGARDING MONTHLY REVENUE AND EXPENDITURE REPORTS.

Anthony Francisco gave the report. Francisco drew the Committee's attention to the Revenue and Expenditure Report. The City is about 15% below their Room Tax revenue projections for this fiscal year. Francisco expects these projections to be better next year because the City will have some revenue history under the new tax rate.

3. INTERNAL AUDIT PROGRAMS STATUS.

Shaakira Calnick gave the report. Calnick stated that the City is waiting to establish an Audit Committee but in the meantime, the City Council Finance Committee is acting as the Audit Committee. Calnick continues to evaluate the adequacy and effectiveness of internal controls within the City. One of Calnick's current objectives is to establish a purchasing card program. She has also spoken to the Human Resource Director and there is interest in changing the way time keeping and payroll are processed. Once the risk management process is completed, she can move on to the full risk assessment process. Calnick states that she is finalizing an investigation into Contract K-2223-56 with anticipation of having a report to Council within nine days.

ADJOURNMENT

Mayor Heikkila adjourned the meeting at approximately 5:40 PM.

ATTEST:



City Clerk



Mayor

