

**Public Safety Sales Tax Oversight Committee Meeting
October 7, 2020**

Committee members in attendance via Webex meeting:

N. Carroll, S. Day, L. Gonzalez (depart 5:18 pm), S. Holloway, G. Lovin, R. Tanner, M. Volcheff, A. Woehle

Committee members absent:

N/A

Others present:

Deputy Chief M. Smith (CSPD), B. Conklin (CSFD), K. Rankin (CSFD), K. Snow (CSFD), N. McCauley (CSPD)

Call to Order: Chairperson Carroll called the meeting to order at 4:30 pm.

Citizen Comment:

No citizen comment.

Administrative:

Chairperson Carroll announced Deputy Chief Mark Smith will retire in December after working for the City for 35 years. He was thanked and congratulated by Committee members.

Approval of Minutes:

MOTION: M. Volcheff made a motion to approve the September 9, 2020 meeting minutes as written. S. Day seconded the motion. Motion passed unanimously

Citizen Request:

Dennis Moore, former PSSTOC member, had indicated to Chairperson Carroll he would attend this meeting to hear an update on CSPD's Firing Range and CSFD's Fire Station 23 projects. Dennis Moore did not attend; however, the following updates were provided by staff.

Deputy Chief Smith provided the following information about the Firing Range:

- The development plans have been approved by County Planning
 - One reason the development plan approval was delayed is because Fort Carson, who owns property adjacent to the firing range property, was concerned about the range of travel of the .308 ammunition CSPD would use at the firing range.
 - CSPD agreed not to use .308 ammunition at this firing range; otherwise CSPD would have been required to install baffles costing approximately \$1.7 million.
- CSPD and HB&A Architects are writing the scope of services/requirements to hire a general contractor.

K. Rankin provided the following information about Fire Station 23:

- The budgetary estimate for the current schematic plan exceeds the budget available for this project so K. Rankin is working to reconfigure the plans to fit within the budget.
- The plans are expected to be approved by City Planning in January and then CSFD will start the process to hire a general contractor.

Business:

1. Updates:

a. Budget/Sales Tax Revenue: The following documents were distributed to Committee members:

- Sales and Use Tax Revenue Report for revenues submitted to City in August 2020. The report reflects sales tax collected in August for July activity. Sales tax collections increased when comparing July activity in 2020 to July activity in 2019. Although restaurants and lodging are still down from last year, revenue from the construction industry is up.
- Department Listing of Obligations vs Budget – August 2020
- Project-Grant Listing of Obligations vs Budget – August 2020
- 2021 Budget Information:
 - The entire Preliminary 2021 Budget is available at ColoradoSprings.gov
 - Level of Effort Overview: documentation that the General Fund's level of effort for 2021 will be 57.55%. This percentage exceeds the required 47.65% allocation.
 - PSST Fund 10-Year Plan 2021 to 2030
 - Police Department and Fire Department budgets
 - The operating reductions implemented during 2020 will be carried forward to 2021
 - If the TABOR initiative passes, additional funds may be made available to City departments. If that happens, the budget documents distributed to you today, may be updated to reflect those changes.

b. Police Department:

- The proposed 2021 budget is very similar to its 2020 budget. The highlight is the addition of 10 sworn positions toward the 120 sworn positions promised by the Mayor and City Council. After these 10 are added, CSPD will have received 103 of the 120 positions. The remaining 17 positions will be added in 2022. CSPD's focus over the next two years, in addition to building the firing range, will be to fill all of these positions.
- When asked about the Communications Center study, Deputy Chief Smith advised CSPD has received a draft report from the consultant. This report includes recommendations for best practices, preliminary schedules, and staffing levels. CSPD is providing feedback to the consultant which could potentially change portions of the report. Should it be determined additional staffing or other resources are required to meet established goals, CSPD will work with City Finance to find a funding solution.

c. Fire Department:

- Chairperson Carroll announced Beth Conklin will retire in early December after working for the City for more than 35 years. She was thanked and congratulated by Committee members.
- B. Conklin advised CSFD's 2020 spending practices had continued to be prudent while ensuring the safety of its personnel.

2. Drafted 2020 Public Safety Sales Tax Oversight Committee presentation for City Council

- N. McCauley advised the presentation is scheduled for October 20 in the City Hall Council Chambers. Chairperson Carroll is scheduled to present immediately following CFO McDaniel's introduction. CFO McDaniel expects to speak for approximately one hour.
- Chairperson Carroll reviewed the presentation with the Committee and asked for feedback from members.

Discussion:

Chairperson Carroll asked the Committee for feedback on the process being used for the virtual meetings. Comments ranged from having better success with Teams than with WebEx, losing meeting invitations/links, having difficulty connecting to the meetings, and having difficulty locating the agenda packets. It was decided K. Snow would send an email to committee members the day before the meeting with a link to the agenda packets and meeting access information.

Future Meeting Dates:

Dates for the 2021 meetings were announced and K. Snow reminded the Committee the Chair and Vice-Chair elections would occur during the January 13, 2021 meeting.

Adjournment:

MOTION: R. Tanner made a motion to adjourn the meeting. G. Lovin seconded the motion. The motion unanimously passed. The meeting was adjourned at 5:40 p.m.

Notes: The minutes of the meeting were taken by N. McCauley. Any omissions or corrections should be brought to the Chairperson's attention at the next PSSTOC meeting.