



# The City of Midwest City Meeting Agendas for

## June 13, 2017

### **STAFF BRIEFING**

City Hall - Midwest City Council Conference Room, second floor, 100 N. Midwest Boulevard

June 13, 2017 – 6:00 PM

To make a special assistance request, call 739-1215 or email [pmenefee@midwestcityok.org](mailto:pmenefee@midwestcityok.org)  
no less than 24 hours prior to the start of a meeting.  
If special assistance is needed during a meeting, call 739-1388.

### **DISCUSSION.**

Clarification of agenda items, handouts, and presentation of new or additional information for items on the agendas for the City Council, Municipal Authority, Hospital Authority, and Special Utilities Authority for June 13, 2017.



CITY COUNCIL AGENDA



## CITY OF MIDWEST CITY COUNCIL AGENDA

City Hall - Midwest City Council Chambers, 100 N. Midwest Boulevard

June 13, 2017 – 7:00 PM

- A. CALL TO ORDER.
- B. OPENING BUSINESS.
- C. CONSENT AGENDA. These items are placed on the Consent Agenda so that the Council members, by unanimous consent, can approve routine agenda items by one motion. If any item proposed does not meet with approval of all Council members, or members of the audience wish to discuss an item, it will be removed and heard in regular order.
1. Discussion and consideration of approving the minutes of the May 23, 2017 staff briefing and regular meeting, as submitted. (City Clerk - S. Hancock)
  2. Discussion and consideration of revising the current Administrative Services Agreement with Health Care Services Corporation to provide administrative services for the Employee Health Benefits Plan for the fiscal year 2017-2018 to clarify the eligibility language of the Health Plan; and entering into the Administrative Services Agreement with Health Care Services Corporation to provide administrative services for the Employee Health Benefits Plan for the FY 2017-2018 for a net cost of \$37.82 per employee per month. (Human Resources - C. Wilson)
  3. Discussion and consideration of entering into a Stop Loss Policy with Health Care Service Corporation to provide and administer specific and aggregate stop loss coverage for the Employee Health Benefits Plan for the fiscal year 2017-2018 at the rate of \$2.09 per employee per month for an aggregate attachment point of \$6,832,780 and \$66.80 per employee per month for a specific attachment point of \$150,000 per covered person. (Human Resources - C. Wilson)
  4. Discussion and consideration of entering into a Contract to Provide Employee Assistance and Related Services with Dan Benton, LPC for fiscal year 2017-2018 to provide the Employee Assistance Program and related services to City employees at the rate of \$2.25 per employee per month, and \$106.83 per initial assessment and \$62.44 per session. (Human Resources - C. Wilson)
  5. Discussion and consideration of renewing an agreement with MidwestMedia & Marketing, Inc. for fiscal year 2017-18 in the amount of \$66,000 to provide communications, public relations, and marketing services. (City Manager - G. Henson)
  6. Discussion and consideration of renewing an agreement in the amount of \$50,000 with Mid-Del Youth and Family Center, Inc. for emergency youth shelter, counseling, juvenile diversionary, training/consultation and community education services for fiscal year 2017-18. (City Manager - G. Henson)

7. Discussion and consideration of approving and entering into a Cooperative Agreement with the Midwest City Chamber of Commerce that governs the terms and conditions under which that organization will receive up to \$5,000 from the City for the 2017 Youth Excel program. (City Manager - G. Henson)
8. Discussion and consideration of approving and entering into the fiscal year 2017-2018 Service Contract with the Midwest City Baseball Association for services at Reed Baseball Complex and Civic Baseball Complex. The contract term is July 1, 2017 through June 30, 2018. (Parks and Recreation - F. Gilles)
9. Discussion and consideration of approving and entering into a Services Contract with the Midwest City Soccer Club for services in support of the soccer program at the Soccer Complex for fiscal year 2017-2018. (Parks and Recreation - F. Gilles)
10. Discussion and consideration of approving and entering into the fiscal year 2017-2018 Service Contract with the Oklahoma Spartans Youth Organization. The term is July 1, 2017 through June 30, 2018. (Parks and Recreation - F. Gilles)
11. Discussion and consideration of renewing for fiscal year 2017-18 the contracts with: ACOG in the amount of \$1400.00 for UPWP traffic counts; Cowan Group Engineering in the amount of \$11,000.00 for structural engineering on Mid-America Pedestrian Bridge; Crafton, Tull, & Associates in the amount of \$261,800.00 for engineering services regarding SE 29th from Midwest Boulevard to Douglas reconstruction; DLT Solutions in the amount of \$1,987.00 for AutoCAD subscription; ESRI, Inc in the amount of \$20,000.00 for GIS software annual maintenance; Firetrol in the amount of \$605.00 for testing and inspection of fire alarm system and portable fire extinguishers; Fugro Geospatial in the amount of \$10,098.00 for digital orthophotography; GMR & Associates in the amount of \$6500.00 for groundwater monitoring in downtown development; Holland Backhoe in the amount of \$84,370.00 for SE 10th and Meade water line project; HydroCad in the amount of \$644.00 for HydroCad software maintenance; IT Nexus in the amount of \$2,000.00 for MapViewer maintenance; Jacobs Engineering in the amount of \$80,500.00 for pedestrian signal project; Luckinbill Inc in the amount of \$247,970.00 for SCIP water line/sewer line project; MAC Systems in the amount of \$216.00 to monitor fire alarms; My ASL Interpreter for sign language interpreting services upon City request as required by ADA; ODOT in the amount of \$806.00 for railroad crossing modification NE 10th from Sooner to Air Depot; ODOT in the amount of \$806.00 for railroad crossing modification Midwest Boulevard from NE 10th to NE 23rd; ODOT in the amount of \$428.00 for railroad crossing modification Douglas from NE 10th to NE 23rd; ODOT in the amount of \$34,316.20 for the City's share of construction plans for the Palmer Loop Trail and Mid-America Park Trail; ODOT in the amount of \$4,153.00 for engineering services with RL Shears for Eastside Elementary; Shoaid Nazir for translating services upon City request as required by ADA; Sign Language Resources Service for sign language interpreting services upon City request as required by ADA; Standley Systems to lease a Savin MP C4502 at \$104.00 per month, inclusive of maintenance, per copy cost of \$0.0089 black and white images and \$0.05 color images; TAP Architecture in the amount of \$35,800 for design, engineering, and construction administration services regarding I-40 beautification; TAP Architecture in the amount of \$70,000.00 for Original Mile Park plans. (Community Development - B. Harless)

12. Discussion and consideration of renewing the agreement with the Town of Jones for animal care services for fiscal year 2017-18. (Police - B. Clabes)
13. Discussion and consideration of renewing the Jail Services Agreement for fiscal year 2017-18 with the Town of Jones, to provide labor and jail facilities to retain all prisoners who are placed into a confinement status by law enforcement officials at a rate of \$58.00 per day, plus a \$25.00 booking fee that will be applied to the daily compensation charge if the inmate is held longer than eleven (11) hours. (Police - B. Clabes)
14. Discussion and consideration of awarding the fiscal year 2017-2018 bid for traffic control maintenance to Midstate Traffic Control, Inc. who submitted the only bid meeting specification, at the prices as indicated on the attached bid tabulation sheet. (Public Works - V. Sullivan)
15. Discussion and consideration of reappointing, the Mayor's appointee Mr. David Clampitt, for another 3 year term to the Midwest City Park Board. (Public Works – V. Sullivan)
16. Discussion and consideration of 1) confirming the Mayor's reappointment of Steve Parrott to continue to serve as a Midwest City Urban Renewal Authority commissioner for an additional three-year term; and 2) to confirm the Mayor's appointment of Sherry Beard to fill the unexpired term of Carol Judd, until July 31, 2018, who has resigned due to a move. (Economic Development - R. Coleman)

D. DISCUSSION ITEMS.

1. Public hearing with discussion and consideration of adopting a resolution approving the City of Midwest City, Oklahoma budget for fiscal year 2017-2018 in the amount of \$90,932,255 and establishing budget amendment authority. (Finance - C. Barron)
2. Discussion and consideration of quarterly update reports from the Police and Fire Departments regarding the status of implementation of the Matrix (Police) and ESCI (Fire) Reports. (City Manager – G. Henson)
3. (TS-429) Discussion and consideration of a request for a traffic study, engineering design, and a funding application submittal for a NEW TRAFFIC SIGNAL installation at the intersection of South Douglas Boulevard and Orchard Boulevard. (Community Development - P. Menefee)
4. Discussion and consideration of appointing a replacement on the Planning Commission to fill the unexpired term of Floyd Wicker. (Community Development - B. Harless)

E. NEW BUSINESS/PUBLIC DISCUSSION.

F. EXECUTIVE SESSION.

1. Discussion and consideration of (1) entering into executive session, as allowed under 25 O.S., § 307(B)(4), to discuss Lisa Ramsey Tort Claim MWL16-06, and (2) in open session, authorizing the city manager to take action as appropriate based on the discussion in executive session. (City Manager - T. Lyon)

G. FURTHER INFORMATION.

H. ADJOURNMENT.



CONSENT AGENDA



Notice of regular staff briefings for the Midwest City Council was filed for the calendar year with the City Clerk of Midwest City and copies of the agenda for this meeting were posted at City Hall and on the City's website, accessible to the public for at least 24 hours in advance of this meeting.

**MINUTES OF THE REGULAR STAFF BRIEFING FOR MIDWEST CITY COUNCIL**

May 23, 2017 – 6:00 p.m.

This regular meeting was held in the Midwest City Council Conference Room on the second floor of City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma. The following members were present: Mayor Matt Dukes; Councilmembers, \*Susan Eads, Pat Byrne, Rick Dawkins, Christine Allen, and Jeff Moore; and City Clerk Sara Hancock. Absent: Sean Reed.

Mayor Dukes called the meeting to order at 6:01 p.m. \*Councilmember Eads arrived at 6:34 p.m.

**DISCUSSION.** Clarification of agenda items, handouts, and presentation of new or additional information for items on the City Council agenda for May 23, 2017. Public Works Assistant Direct, Paul Streets updated the Council on the Titan Tower project and the Mayor made community related comments. Staff briefed the councilmembers on various items on the agenda, and the councilmembers sought clarification and discussed individual agenda items with staff.

Mayor Dukes closed the meeting at 6:31 p.m.

ATTEST:

\_\_\_\_\_  
MATTHEW D. DUKES, II, Mayor

\_\_\_\_\_  
SARA HANCOCK, City Clerk



Notice of regular Midwest City Council meetings was filed for the calendar year with the City Clerk of Midwest City and copies of the agenda for this meeting were posted at City Hall and on the City's website, accessible to the public for at least 24 hours in advance of the meeting.

## **MINUTES OF THE REGULAR MIDWEST CITY COUNCIL MEETING**

May 23, 2017 – 7:00 p.m.

This regular meeting was held in the Midwest City Council Chambers at City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma. The following members were present: Mayor Matt Dukes; Councilmembers, Susan Eads, Pat Byrne, Rick Dawkins, Christine Allen, and Jeff Moore; and City Clerk Sara Hancock. Absent: Sean Reed.

Mayor Dukes called the meeting to order at 7:03 p.m.

**Opening Business.** The meeting opened with the invocation by Public Works Director Vaughn Sullivan, followed by the Pledge of Allegiance led by JR ROTC McBride and Rogers. The Councilmembers made community related announcements and comments.

**Consent Agenda.** Dawkins made a motion to approve the items on the Consent Agenda, as submitted, seconded by Moore.

1. Discussion and consideration of approving the minutes of the May 9, 2017 staff briefing and regular meeting, as submitted.
2. Discussion and consideration of accepting the City Manager's Report for the month of April, 2017.
3. Discussion and consideration of resolution to renew Sales Tax Agreement required for Refunding Revenue Bonds, Series 2011 and Capital Improvement Revenue Bonds, Series 2011A.
4. Discussion and consideration of approving updated custodial agreement with Raymond James & Associates.
5. Discussion and consideration of accepting the monthly report on the City of Midwest City Employees' Health Benefits Plan by the City Manager and action as deemed necessary by the Council to maintain the plan.
6. Discussion and consideration of approving for the FY 2017/2018 the Business Associate Agreement-Self-Funded and the Administrative Services Agreement with SunLife of Canada (Union Security Insurance Company) to provide dental benefits and a dental network and to act as the TPA for claims administration; fees associated with this service are \$3.40 per employee/retiree per month.
7. Discussion and consideration of renewing the agreement with the City of Nicoma Park for animal care services for fiscal year 2017-18.
8. Discussion and consideration of renewing the Jail Services Agreement for fiscal year 2017-18 with the City of Nicoma Park, to provide labor and jail facilities to retain all prisoners who are placed into a confinement status by law enforcement officials at a rate of \$58.00 per day, plus a \$25.00 booking fee that will be applied to the daily compensation charge if the inmate is held longer than eleven (11) hours.

9. Discussion and consideration of approving and entering into an agreement for fiscal year 2017-18 with Pet-Vet Animal Clinic who is electing to offer free services to animals adopted from the Midwest City Animal Shelter in conjunction with the Adopt-A-Pet program.
10. Discussion and consideration of reappointing Todd Isaac and Mike Castleberry to the Builders Advisory Board for additional three-year terms.
11. Discussion and consideration of appointing Mr. Aaron Budd to fill a vacancy on the Midwest City Park Board.
12. Discussion and consideration of 1) declaring various computer equipment obsolete items of city property on the attached list surplus; and 2) authorizing their disposal by public auction or sealed bid.

Voting aye: Eads, Byrne, Dawkins, Allen, Moore and Mayor Dukes. Nay: none. Absent: Reed. Motion carried.

### **Discussion Items.**

1. **(PC – 1896) Public hearing with discussion and consideration of approval of an ordinance to redistrict from R-6, Single Family Detached Residential and A-1, Agriculture, to Planned Unit Development (PUD) governed by the R-6, Single Family district for the property described as a tract of land lying in the E/2 of Section 8, T-11-N, R-1-W, of the Indian Meridian, City of Midwest City, Oklahoma County, Oklahoma. This item was continued from the April 25, 2017 meeting.** After discussion between staff and Council, Mr. Sam Yearby, 1925 Gerrie St. spoke. Dawkins made a motion to deny the ordinance, seconded by Byrne. Voting aye: Eads, Byrne, Dawkins, and Mayor Dukes. Nay: none. Absent: Reed. Abstain: Allen. Moore recused himself from voting. Motion carried.
2. **(PC – 1897) Public hearing with discussion and consideration of approval of the Preliminary Plat of Anderson Crossing for the property described as a tract of land lying in the E/2 of Section 8, T-11-N, R-1-W, of the Indian Meridian, City of Midwest City, Oklahoma County, Oklahoma. This item was continued from the April 25, 2017 meeting.** Dawkins made a motion to deny the ordinance, seconded by Byrne. Voting aye: Eads, Byrne, Dawkins, and Mayor Dukes. Nay: none. Absent: Reed. Abstain: Allen. Moore recused himself from voting. Motion carried.
3. **(PC-1904) Public hearing with discussion and consideration of an ordinance to redistrict from R6, Single Family Residential to C-1, Restricted Commercial, for the property located at 2818 Parklawn Dr.** Applicant, Carl Mikesh, 14024 Quail Pointe Dr., OKC was present. Dawkins made a motion to approve Ordinance 3304, seconded by Byrne. Voting aye: Eads, Byrne, Dawkins, Allen, Moore and Mayor Dukes. Nay: none. Absent: Reed. Motion carried.
4. **(PC-1905) Public hearing with discussion and consideration of an ordinance to redistrict from R-6, Single Family Detached Residential to SPUD, Simplified Planned Unit Development, and a resolution to amend a portion of the Comprehensive Plan from LDR, Low Density Residential to OR, Office Retail, for the property described as Lot 1 and the E/2 of Lot 2, Block 4 of the Kanaly East Reno Addition, located at 9708 E. Reno Avenue.** Applicant, Stacy Deen, 1439 Emma Dr. spoke with the Council. Byrne made a motion to approve Ordinance 3305

and Resolution 2017-22, as submitted, seconded by Dawkins. Voting aye: Eads, Byrne, Dawkins, Allen, Moore and Mayor Dukes. Nay: none. Absent: Reed. Motion carried.

5. **Discussion and consideration of declaring a Resolution of Necessity to acquire residential property in connection with the North Oaks Revitalization.** Dawkins made a motion to approve Resolution 2017-24, as submitted, seconded by Byrne. Voting aye: Eads, Byrne, Dawkins, Allen, Moore and Mayor Dukes. Nay: none. Absent: Reed. Motion carried.
6. **Discussion and consideration of passing and approving an ordinance amending the Midwest City Municipal Code, Chapter 18, Garbage and Refuse, by amending Article II, Municipal Collection and Disposal Service, Section 18-25, Container Required; Duty to Use; Section 18-26 (c), Sanitation Containers at Commercial Establishments; Section 18-27(a), Residential Service Fees; Section 18-28, Business and Commercial Service Fees; Setting an effective Date; and providing for repealer and severability.** Byrne made a motion to approve Ordinance 3306, as submitted, seconded by Moore. Voting aye: Eads, Byrne, Dawkins, Allen, Moore and Mayor Dukes. Nay: none. Absent: Reed. Motion carried.
7. **Discussion and Consideration of an Ordinance amending Section 25-40 of the Municipal Code, increasing the Technology Fee to \$45.00 from \$40.00, and providing for effective date, severability and repealer. (This item was on the May 9, 2017 Council agenda.)** Dawkins made a motion to approve Ordinance 3303, as submitted, seconded by Eads. Voting aye: Eads, Byrne, Dawkins, Allen, Moore and Mayor Dukes. Nay: none. Absent: Reed. Motion carried.
8. **Discussion and consideration of ordinance amending Chapter 24, Motor Vehicles and Traffic of the City of Midwest City code, Article II, Administration and Enforcement, Division 2, Vehicle Impoundment, Section 24-47(b), Duration, Release, Impoundment Fee; Providing for repealer and severability and establishing an effective date. (This item was on the May 9, 2017 Council agenda.)** Eads made a motion to approve Ordinance 3302, as submitted, seconded by Byrne. Voting aye: Eads, Byrne, Dawkins, Allen, Moore and Mayor Dukes. Nay: none. Absent: Reed. Motion carried.

**New Business/Public Discussion.** Robert Toney, 116 W. Ridgewood Dr. spoke to the Council.

**Executive Session.**

1. **Discussion and consideration of 1) entering into executive session as allowed under 25 O.S. § 307 (B) (2) to discuss negotiations concerning employees and representatives of employee groups; and 2) in open session, authorizing the city manager to take action as appropriate based on the discussion in executive session.** Eads made a motion to go into executive session, seconded by Allen. Voting aye: Eads, Byrne, Dawkins, Allen, Moore and Mayor Dukes. Nay: none. Absent: Reed. Motion carried. Council went into executive session at 7:28 p.m. Council returned to open session at 8:31 p.m. No action needed.

**Adjournment.** There being no further business, Mayor Dukes adjourned the meeting at 8:31 p.m.

ATTEST:

\_\_\_\_\_  
SARA HANCOCK, City Clerk

\_\_\_\_\_  
MATTHEW D. DUKES, II, Mayor



Human Resources  
100 N. Midwest Boulevard  
Midwest City, OK 73110  
office 405.739.1235

**MEMORANDUM:**

**To:** Honorable Mayor and Council

**From:** Catherine Wilson, Human Resources Director

**Date:** June 13, 2017

**Re:** Discussion and consideration of revising the current Administrative Services Agreement with Health Care Services Corporation to provide administrative services for the Employee Health Benefits Plan for the fiscal year 2017/2018 to clarify the eligibility language of the Health Plan; and entering into the Administrative Services Agreement with Health Care Services Corporation to provide administrative services for the Employee Health Benefits Plan for the FY 2017/2018 for a net cost of \$37.82 per employee per month.

Attached is a copy of the agreement with Health Care Service Corporation, of which Blue Cross/Blue Shield of Oklahoma is a division, to provide administrative services for the Employee Health Benefits Plan for FY 2017/2018. The rates in this agreement reflect a 8.9% increase in fees over last year. This is accomplished through the claims factor reduction due to utilization of the Blue Preferred Network, as BCBS is able to negotiate deeper discounts with providers in these networks thus reducing the claims factor significantly.

Staff recommends approval.

Catherine Wilson, Human Resources Director

## Benefit Program Application ("ASO BPA")

Applicable to Administrative Services Only (ASO) Group Accounts with Prescription Drug Benefits

administered by Blue Cross and Blue Shield of Oklahoma, a Division of Health Care Service Corporation,  
a Mutual Legal Reserve Company, hereinafter referred to as "Claim Administrator" or "HCSC"

Group Status: Renewing ASO Account

Employer Account Number (6-digits): 621602      Group Number(s): 621602      Section Number(s): ALL

Legal Employer Name: City of Midwest City

(Specify the Employer or the employee trust applying for coverage. Names of subsidiary or affiliated companies to be covered must be named below. AN EMPLOYEE BENEFIT PLAN MAY NOT BE NAMED)

ERISA Regulated Group Health Plan\*:  Yes  No

Is your ERISA Plan Year\* a period of 12 months beginning on the Anniversary Date specified below?  Yes  
If not, please specify your ERISA Plan Year\*: Beginning Date \_\_\_/\_\_\_/\_\_\_ End Date \_\_\_/\_\_\_/\_\_\_ (month/day/year)

ERISA Plan Administrator\*: \_\_\_\_\_ Plan Administrator's Address: \_\_\_\_\_

If you maintain that ERISA is not applicable to your group health plan, give legal reason for exemption:  
Non-Federal Governmental Plan (Public Entity) ; if applicable, specify other: \_\_\_\_\_

Is your Non-ERISA Plan Year\* a period of 12 months beginning on the Anniversary Date specified below?  Yes  
If not, please specify your Non-ERISA Plan Year\*: Beginning Date \_\_\_/\_\_\_/\_\_\_ End Date \_\_\_/\_\_\_/\_\_\_ (month/day/year)

**For more information regarding ERISA, contact your Legal Advisor.**

\*All as defined by ERISA and/or other applicable law/regulations

Effective Date of Coverage: (Month/Day/Year) 07 / 01 / 2017

Anniversary Date: (Month/Day/Year) 07 / 01 / 2018

### Account Information

NO CHANGES

SEE ADDITIONAL PROVISIONS

Standard Industry Code (SIC): 9111

Employer Identification Number (EIN): 736027530

Address: 100 N Midwest Blvd

City: Midwest City

State: OK

ZIP: 73110-4319

Administrative Contact: Catherine Wilson

Title: Human Resources Director

Email Address: cwilson@midwestcityok.org

Phone Number: 405-739-1235

Fax: 405-739-1359

Wholly Owned Subsidiaries:

Affiliated Companies:

(If Affiliated Companies listed above are to be covered, a separate "Addendum to the ASO BPA Regarding Affiliated Companies" must be completed, signed by the Employer's authorized representative, and attached to this ASO BPA.)

Blue Access for Employers (BAE) Contact: Catherine Wilson

(The BAE Contact is the Employee authorized by the Employer to access and maintain the Employer's account in BAE.)

Email Address: cwilson@midwestcityok.org

Phone Number: 405-739-1235

Fax Number: 405-739-1359

The Employer or other company listed in this BPA is a public entity or governmental agency/contractor

### Producer of Record

NO CHANGES

SEE ADDITIONAL PROVISION

Effective: \_\_\_\_\_

If applicable, the below-named producer(s) or agency(ies) is/are recognized as the Employer's Producer of Record (POR) to act as representative in negotiations with and to receive commissions from Blue Cross and Blue Shield of Oklahoma, a division of Health Care Service Corporation (HCSC), a Mutual Legal Reserve Company, and HCSC subsidiaries for Employer's employee benefit programs. This statement rescinds any and all previous POR appointments for the Employer. The POR is authorized to perform membership transactions on behalf of the Employer. This appointment will remain in effect until withdrawn or superseded in writing by Employer.

Are commissions to be paid?  Yes  No

Producer or Agency to whom commissions are to be paid\*: \_\_\_\_\_

Tax ID Number (TIN) of  Producer or  Agency: Gallagher Benefit Services

Producer #: 002272000

NPN: 364291971

Address: 615 E. Britton Road

City: Oklahoma City

State: OK

ZIP: 73114

Phone: 405-471-5034

Fax: 405-819-7437

Email: kristy\_ventimiglia@ajg.com

Is Producer/Agency appointed with HCSC in Oklahoma?  Yes  No

Commissions:

- PCPM \$ Does a Monthly Cap Apply  Yes  No \$ (If cap is annual, divide by twelve)
- Flat \$ Does a Monthly Cap Apply  Yes  No \$ (If cap is annual, divide by twelve)
- Percentage of Stop Loss: % Fees  Single: \$  Family: \$  Aggregate: \$

\* The Producer or agency name(s) above to whom commissions are to be paid must exactly match the name(s) on the appointment application(s).

Additional Comments: \_\_\_\_\_

**Schedule of Eligibility**

**NO CHANGES**

**SEE ADDITIONAL PROVISIONS**

Employer has made the following eligibility decisions

1. Eligible Person means:

- A full-time employee of the Employer.
- A full-time employee of the Employer who is a member of: \_\_\_\_\_ (name of union)
- Other: A Full time employee, a retiree and elected official.

Eligible Classes of Retirees.

Notwithstanding any other state or federal law, an eligible Retiree may continue, at their own expense, coverage under this plan following termination of their active status.

Are any classes of employees to be excluded from coverage?  Yes  No

If yes, please identify the classes and describe the exclusion: \_\_\_\_\_

2. Employee Definition

Full-Time Employee means:

- A person who is regularly scheduled to work a minimum of \_\_\_\_\_ hours per week and who is on the permanent payroll of the Employer.
- Other: 1. A regular, full-time employee of the employer who regularly works at least 30 hours per week and who has been employed continuously for a period of at least two (2) months.
- 2. A regular, part-time employee of the employer who regularly works less than 30 hours per week and who has been covered by this plan as a full-time employee of the employer at least 10 years.
- 3. An elected official of the employer.

Group's retiree provisions should be as follows:

Retiree:

An eligible Retiree shall be defined as any former Employee who receives a continuing benefit pursuant to the provisions of the Oklahoma Firefighters Pension and Retirement System, or the Oklahoma Police Pension and Retirement System, or an Employee who worked for a period of at least eight (8) years or more for the Employer on a full-time basis and had a standard work-week of thirty (30) hours or more (or an annual budgeted work week averaging thirty (30) hours or more per standard work-week and for whom benefits were budgeted by the Employer). Elected officers shall be eligible for the plan as a retiree as long as elected officers have served eight (8) or more years with the City of Midwest City and who has continuously participated in the health benefits plan at the City of Midwest City at the time of retirement. The surviving Spouse or surviving minor child or children of a retiree may continue in force, at their own expense, the Plan, provided the surviving Spouse or surviving minor child or children continuously participated in the Plan at the then time of death of the Retiree. To continue in force the Plan, the surviving Spouse or surviving minor child or children shall notify the Plan Administrator within 30 days of death of the Retiree.

Due to being permanently and totally disabled as the result of a job-related sickness or accident suffered while working for the Employer as determined by the Worker's Compensation Court or effective April 4, 2010

3. The Effective Date of termination for a person who ceases to meet the definition of Eligible Person:

- The date such person ceases to meet the definition of Eligible Person.
- The last day of the calendar month in which such person ceases to meet the definition of an Eligible Person.

Other: RETIREE ENROLLMENT PROVISIONS

Important – Failure to elect retiree coverage when first eligible shall waive any future rights to apply for retiree coverage.

Retiree enrollment is classified in the following manner:

Initial enrollment – coverage for eligible retiree participants will become effective on the day following a retiree's retirement date from employment with the City of Midwest City and/or the day immediately following their termination from active coverage as provided under this Plan, provided that the retiree has elected to participate under this coverage within thirty (30) days from the date of their retirement with the Employer. Coverage will be retroactive to the last date of coverage as an active employee.

Medicare – All retirees eligible for Medicare must elect and enroll in Part A and Part B if electing retiree coverage with the Employer.

Subsequent changes in status – application for a change in status from single to family coverage, or the addition of a previously not-covered dependent. All subsequent enrollments are subject to acceptance only during an open enrollment period. Enrollment occurs only once each year during the month of May.

Termination of Coverage. Termination of coverage may occur in one of the following ways:

1. Upon termination of the Plan.
2. Thirty (30) days from the due date of the required contribution if unpaid, together with any accrued late charge(s).
3. The Retiree does not elect to continue coverage at open enrollment, or notifies the Plan Administrator of their intent to terminate coverage.

Once retiree coverage is terminated, it cannot be reinstated without first returning to Active Employee status.

4. Select an effective date rule for a person who becomes an Eligible Person after the Effective Date of the Employer's health care plan? (The effective date must not be later than the 91st calendar day after the date that a newly eligible person becomes eligible for coverage, unless otherwise permitted applicable by law)

- The date of employment.
- The            day of employment.
- The 1st day of the month following 2 month(s) of employment.
- The            day of the month following            days of employment.
- The            day of the month following the date of employment.
- Other: RETIREE ENROLLMENT PROVISIONS

Important – Failure to elect retiree coverage when first eligible shall waive any future rights to apply for retiree coverage.

Retiree enrollment is classified in the following manner:

Initial enrollment – coverage for eligible retiree participants will become effective on the day following a retiree's retirement date from employment with the City of Midwest City and/or the day immediately following their termination from active coverage as provided under this Plan, provided that the retiree has elected to participate under this coverage within thirty (30) days from the date of their retirement with the Employer. Coverage will be retroactive to the last date of coverage as an active employee.

Medicare – All retirees eligible for Medicare must elect and enroll in Part A and Part B if electing retiree coverage with the Employer.

Subsequent changes in status – application for a change in status from single to family coverage, or the addition of a previously not-covered dependent. All subsequent enrollments are subject to acceptance only during an open enrollment period. Enrollment occurs only once each year during the month of May.

Is the waiting period requirement to be waived on initial group enrollment?  Yes  No

Are there multiple new hire waiting periods?  Yes  No  
If yes, please attach eligibility and contribution details for each section.

5. Domestic Partners covered:  Yes  No

*If yes: a Domestic Partner is eligible to enroll for coverage*

*If yes, are Domestic Partners eligible for continuation of coverage?*  Yes  No

*If yes, are dependents of Domestic Partners eligible to enroll for coverage?*  Yes  No

*If yes, are dependents of Domestic Partners eligible for continuation of coverage?*  Yes  No

The Employer is responsible for providing notice of possible tax implications to those Covered Employees with coverage for Domestic Partners.

6. Limiting Age for covered children: Twenty-six (26) years, regardless of presence or absence of a child's financial dependency, residency, student status, employment status, marital status, eligibility for other coverage, or any combination of those factors. Other:

7. Are unmarried step-children under the limiting age eligible for coverage?  Yes  No

If yes, is residency with the employee required?  Yes  No

8. Are unmarried grandchildren eligible for coverage?

No  Yes (answer the question below)

Must the grandchild be dependent on the employee for federal income tax purposes at the time application is made?

Yes  No

9. Termination of coverage upon reaching the Limiting Age:

The last day of coverage is the day prior to the birthday.

The last day of coverage is the last day of the month in which the limiting age is reached.

The last day of coverage is the last day of the billing month.

The last day of coverage is the last day of the year (12/31) in which the limiting age is reached.

The last day of coverage is the day prior to the Employer's Anniversary Date.

Will coverage for a child who is medically certified as disabled and dependent on the employee terminate upon reaching the limiting age even if the child continues to be both disabled and dependent on the employee?

Yes  No

However, such coverage shall be extended in accordance with any applicable federal or state law. *The Employer will notify HCSC of such requirements.*

10. Will extension of benefits due to temporary layoff, disability or leave of absence apply?

Yes (specify number of days below)  No

Temporary Layoff:            days            Disability:            days            Leave of Absence:            days

*However, benefits shall be extended for the duration of an Eligible Person's leave in accordance with any applicable federal or state law. The Employer will notify HCSC of such requirements.*

11. Enrollment:

*Special Enrollment:* An Eligible Person may apply for coverage, Family coverage or add dependents within thirty-one (31) days of a Special Enrollment qualifying event if he/she did not previously apply prior to his/her Eligibility Date or when otherwise eligible to do so. Such person's Coverage Date, Family Coverage Date, and/or dependent's Coverage Date will be the effective date of the qualifying event or, in the event of Special Enrollment due to marriage or termination of previous coverage, then no later than the first day of the Plan Month following the date of receipt of the person's application of coverage.

An Eligible Person may apply for coverage within sixty (60) days of a Special Enrollment qualifying event in the case either of a loss of coverage under Medicaid or a state Children's Health Insurance program, or eligibility for group coverage where the Eligible Person is deemed qualified for assistance under a state Medicaid or CHIP premium assistance program.

*Late Enrollment:* An Eligible Person may apply for coverage, family coverage or add dependents if he/she did not apply prior to his/her Eligibility Date or did not apply when eligible to do so. Such person's Coverage Date, family Coverage Date, and/or dependent's Coverage Date will be a date mutually agreed to by the Claim Administrator and the Employer.



*Open Enrollment:* An Eligible Person may apply for coverage, family coverage or add dependents if he/she did not apply prior to his/her Eligibility Date or did not apply when eligible to do so, during the Employer's Open Enrollment Period. Such person's Coverage Date, family Coverage Date, and/or dependent's Coverage Date will be a date mutually agreed to by the Claim Administrator and the Employer. Such date shall be subsequent to the Open Enrollment Period.

Specify Open Enrollment Period: 05/01/2017-05/31/2017

- Annual/open enrollment – late applicant may apply during open enrollment
- Annual/open enrollment

12. \* Does COBRA Auto Cancel apply?  Yes  No

Member's COBRA/Continuation of Coverage will be automatically cancelled at the end of the member's eligibility period.

*\*\*Not recommended for accounts with automated eligibility*

Lines of Business (Check all applicable services)	NO CHANGES	See Additional Comments
<p><b><u>Medical Plan Services:</u></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Blue Choice PPO</li> <li><input type="checkbox"/> Blue Traditional (In and Out of Network Benefits)</li> <li><input type="checkbox"/> Blue Options</li> <li><input checked="" type="checkbox"/> Blue Preferred</li> <li><input type="checkbox"/> Out of Area (Traditional)</li> </ul> <p><b><u>Additional Services:</u></b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Blue Care Connection®</li> <li><input type="checkbox"/> Wellness Incentives</li> <li><input type="checkbox"/> Well onTarget®</li> <li><input type="checkbox"/> Blue Directions (Private Exchange) <i>(If selected, the Blue Directions Addendum is attached and made a part of the Agreement.)</i></li> <li><input type="checkbox"/> Other Select Product</li> <li><input type="checkbox"/> Other Select Product</li> <li><input type="checkbox"/> Other Select Product</li> <li><input type="checkbox"/> Other Select Product</li> <li><input type="checkbox"/> Other</li> <li><input type="checkbox"/> Other</li> </ul>	<p><b><u>Consumer Driven Health Plan:</u></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Blue Edge (HCA) <i>(If selected, complete separate HCA BPA)</i></li> <li><input type="checkbox"/> Blue Edge (HSA) (vendor:       )</li> <li><input type="checkbox"/> Blue Edge FSA (vendor: ConnectYourCare)</li> </ul> <p><b><u>Prescription Drugs:</u></b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Drug Card</li> <li><input type="checkbox"/> Integrated Drug Card</li> <li><input type="checkbox"/> Comp Drug (only for renewing/existing accounts)</li> </ul> <p><b><u>Ancillary Services:</u></b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Dental Plan Services</li> <li><input checked="" type="checkbox"/> Vision Plan Services</li> <li><input checked="" type="checkbox"/> Stop Loss Coverage <i>(if selected, complete separate Exhibit to the Stop Loss Coverage Policy)</i></li> <li><input type="checkbox"/> Dearborn National Life Insurance <i>(if selected, complete separate Life application)</i></li> <li><input checked="" type="checkbox"/> COBRA Administrative Services <i>(if selected, complete separate COBRA Administrative Services Addendum)</i></li> </ul>	

Additional Comments: \_\_\_\_\_

**FEE SCHEDULE**

Payment Specifications	NO CHANGES	SEE ADDITIONAL PROVISIONS
------------------------	------------	---------------------------

Employer Payment Method:  Online Bill Pay  Electronic  Auto Debit  Check  
 Employer Payment Period:  Weekly (cannot be selected if Check is selected as payment method above)  
 Semi Monthly  Monthly  Other (please specify) \_\_\_\_\_

Claim Settlement Period:  Monthly  Other (please specify):

Run-Off Period: Employer payments are to be made for 12 months following end of Fee Schedule Period.  
 Standard is twelve (12) months.

Final Settlement: Final Settlement to be made within 60 days after end of Run-Off Period.  
 Standard is sixty (60) days.

Fee Schedule Period: To begin on Effective Date of Coverage and continue for 12 months. If other than 12 months, please specify: 12 Months.

**Administrative Per Employee per Month (PEPM) Charges**

	ALL			
Administrative Fee	\$59.97	\$ _____	\$ _____	\$ _____
Dental	\$ _____	\$ _____	\$ _____	\$ _____
Claims Fiduciary	\$ _____	\$ _____	\$ _____	\$ _____
*Prescription Drug Program - Rebate Credit	\$(22.15)	\$ _____	\$ _____	\$ _____
Commissions	\$ _____	\$ _____	\$ _____	\$ _____
Outpatient Imaging Management Services	\$ _____	\$ _____	\$ _____	\$ _____
Management of the Virtual Visits Program	\$ _____	\$ _____	\$ _____	\$ _____
Other: Select Service Category List Service: _____	\$ _____	\$ _____	\$ _____	\$ _____
Other: Select Service Category List Service: _____	\$ _____	\$ _____	\$ _____	\$ _____
Other: Select Service Category List Service: _____	\$ _____	\$ _____	\$ _____	\$ _____
Miscellaneous: _____	\$ _____	\$ _____	\$ _____	\$ _____
Miscellaneous: _____	\$ _____	\$ _____	\$ _____	\$ _____
<b>Total</b>	<b>\$37.82</b>	\$ _____	\$ _____	\$ _____

\*The Rebate Credit for the Prescription Drug Program is a per Covered Employee per month credit applied to the monthly billing statement. The Employer and Claim Administrator have agreed to the Rebate Credit and Employer agrees that it and its group health plan have no right to, or legal interest in, any portion of the rebates actually provided by the Pharmacy Benefit Manager (PBM) to Claim Administrator and consents to Claim Administrator's retention of all such rebates. The Rebate Credit will be provided from Claim Administrator's own assets and may or may not equal the entire amount of rebates actually provided to Claim Administrator by the PBM or expected to be provided. Rebate Credits shall not continue after termination of the Prescription Drug Program. Employer agrees that any provision in the governing Administrative Services Agreement to the contrary is hereby superseded.

Administrative Line Item Charges	Frequency	Amount
Other: Select Service Category List Service: _____	Select Billing Frequency If applicable, describe other: _____	\$ _____
Other: Select Service Category List Service: _____	Select Billing Frequency If applicable, describe other: _____	\$ _____
Other: Select Service Category List Service: _____	Select Billing Frequency If applicable, describe other: _____	\$ _____
Other: Select Service Category List Service: _____	Select Billing Frequency If applicable, describe other: _____	\$ _____

Miscellaneous: _____	Select Billing Frequency If applicable, describe other: _____	\$ _____
Miscellaneous: _____	Select Billing Frequency If applicable, describe other: _____	\$ _____
<b>Total:</b>		\$ _____

**Additional Comments** (Provide any additional details regarding fee structure): \_\_\_\_\_

<b>Other Service and/or Program Fee(s)</b>	<b>NO CHANGES</b>	<b>SEE ADDITIONAL PROVISIONS</b>
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**Not applicable to Grandfathered Plans**

**External Review Coordination:**  Yes  No If yes, coordination fee: \$700 for each external review requested by a Covered Person that the Claim Administrator coordinates for the Employer in relation to the Employer's Plan. Employer elects for external reviews to be performed under the Federal Affordable Care Act external review process.

**Reimbursement Service:**  Yes  No

If yes: The Employer has elected to utilize the reimbursement service offered by the Claim Administrator, the Corporate Reimbursement Subrogation department. It is understood and agreed that in the event the Claim Administrator makes a recovery on a third-party liability claim, the Claim Administrator will retain 25% of any recovered amounts other than recovered amounts received as a result of or associated with any Workers' Compensation Law.

**Claim Administrator's Third Party Recovery Vendors and Law Firms (other than Reimbursement Services):**

Employer will pay no more than 25% of any recovered amount made by Claim Administrator's Third Party Recovery Vendor. Employer will pay no more than 35% of any recovered amount made by Claim Administrator's third party law firm.

**Alternative Compensation Arrangements:** Employer acknowledges and agrees that Claim Administrator has Alternative Compensation Arrangements with contracted Providers, including but not limited to Accountable Care Organizations and other Value Based Programs. Further information concerning Employer's payment for Covered Services under such Arrangements is described in the Administrative Services Agreement.

**Virtual Visits Program:**  Yes  No If yes, Covered Persons would be able to obtain certain Covered Services remotely via video or audio only (where available) capability from Providers participating in the Virtual Visit program.

**Termination Administrative Charge**

As applies to the Run-Off Period indicated in the Payment Specifications section above:

- i. **For service charges (including, but not limited to, access fees) billed on a per Covered Employee basis at the time of termination of the Agreement or partial termination of Covered Employees,** the Termination Administrative Charge will be the amount equal to ten percent (10%) of the annualized charges based on the service charges in effect as of the termination date or date of partial termination and the Plan participation of the two (2) months immediately preceding the termination date or date of partial termination. Such aggregate amount will be due the Claim Administrator within ten (10) days of the Claim Administrator's notification to the Employer of the Termination Administrative Charge described herein.
- ii. **For service charges (including, but not limited to, access fees) billed on a basis other than per Covered Employee at the time of termination of the Agreement or partial termination of Covered Employees,** the Termination Administrative Charge will be such service charges in effect at the time of termination of the Agreement or partial termination of Covered Employees to be applied and billed by the Claim Administrator, and paid by the Employer, in the same manner as prior to termination of the Agreement or partial termination of Covered Employees.

The Termination Administrative Charge applicable to the Run-Off Period shall be equal to the sum of the amounts obtained by multiplying the total number of Covered Employees by category (*per Covered Employee per individual or family composite*) during the three (3) months immediately preceding the date of termination by the appropriate factors shown below.

Service	ALL			
Medical Run-off Administration Charge:	<b>\$21.70</b>	\$ _____	\$ _____	\$ _____
Dental Run-off Administration Charge	<b>\$21.70</b>	\$ _____	\$ _____	\$ _____

Miscellaneous	\$ _____	\$ _____	\$ _____	\$ _____
Miscellaneous	\$ _____	\$ _____	\$ _____	\$ _____
<b>Total:</b>	\$ _____	\$ _____	\$ _____	\$ _____

Additional Comments: \_\_\_\_\_

<b>Other Provisions</b>	<b>NO CHANGES</b>	<b>SEE ADDITIONAL PROVISIONS</b>
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1. Summary of Benefits & Coverage:
  - a. Will Claim Administrator create Summary of Benefits & Coverage (SBC):
    - Yes. Please answer question b. The SBC Addendum is attached.
    - No. If No, then skip question b and refer to the Administrative Services Agreement for further information.
  - b. Will Claim Administrator distribute Summary of Benefits & Coverage (SBC) to participants and beneficiaries?
    - No. Claim Administrator will create SBC (only for benefits Claim Administrator administers under the Agreement) and provide SBC to Employer in electronic format. Employer will then distribute SBC to participants and beneficiaries (or hire a third party to distribute) as required by law.
    - Yes. Claim Administrator will create SBC (only for benefits Claim Administrator administers under the Agreement) and provide SBC to Employer in electronic format. Employer will then distribute to participants and beneficiaries as required by law, except that Claim Administrator will send the SBC in response to the occasional request received directly from individuals.
    - Yes. Claim Administrator will create SBC (only for benefits Claim Administrator administers under the Agreement) and distribute SBC to participants and beneficiaries via regular hardcopy mail or electronically. Distribution Fee for hardcopy mail is \$1.50 per package. The distribution fee will not apply to SBCs that Claim Administrator sends in response to the occasional request received directly from individuals.
2. Does the Employer direct Claim Administrator to provide written statements of creditable coverage to its Covered Employees who reside, or have enrolled dependents who reside, in Massachusetts and file electronic reports to the Massachusetts Department of Revenue in a manner consistent with the requirements under the Massachusetts Health Care Reform Act?  Yes  No
 

If no: The Employer acknowledges it will provide written statements and electronic reporting to the Massachusetts Department of Revenue as required by the Massachusetts Health Care Reform Act.
3. Case/Utilization Management Program:  Yes  No *If Yes: The undersigned representative authorizes provision of alternative benefits for services rendered to Covered Persons.*
4. Employer acknowledges and agrees to utilize Claim Administrator's standard list of services and supplies for which pre-notification or preauthorization is required:  Yes  No *If no, Employer authorizes Claim Administrator to post Employer's pre-notification or preauthorization requirements on Claim Administrator's Website:*  Yes  No
5. Essential Health Benefits ("EHB") Election:
 

Employer elects EHBs based on the following:

  - 1. EHBs based on a HCSC state benchmark:  Illinois  Oklahoma  Montana  Texas  New Mexico
  - 2. EHBs based on benchmark of a state other than IL, MT, NM, OK and TX  
If so, indicate the state's benchmark that Employer elects: \_\_\_\_\_
  - 3. Other EHB, as determined by Employer

In the absence of an affirmative selection by Employer of its EHBs, then Employer is deemed to have elected the EHBs based on the Oklahoma benchmark plan.
6. This ASO BPA is binding on both parties and is incorporated into and made a part of the Administrative Services Agreement with both such documents to be referred to collectively as the "Agreement" unless specified otherwise.
7. Producer/Consultant Compensation
 

The Employer acknowledges that if any producer/consultant acts on its behalf for purposes of purchasing services in connection with the Employer's Plan under the Administrative Services Agreement to which this ASO BPA is attached, the Claim Administrator may pay the Employer's producer/consultant a commission and/or other

compensation in connection with such services under the Agreement. If the Employer desires additional information regarding commissions and/or other compensation paid the producer/consultant by the Claim Administrator in connection with services under the Agreement, the Employer should contact its producer/consultant.

**Additional Provisions:** Domestic Partners Coverage: Legally married in a state that recognizes same sex marriage.

**Signature**

Lynnette Davis *Lynnette Davis* 4-12-2017

Sales Representative  
403 918-551-3032

District Phone & FAX Numbers

Producer Representative  
Gallagher Benefit Services

Producer Firm  
615 E. Britton Road Oklahoma City, OK 73114

Producer Address

Producer Phone & FAX Numbers

Producer Email Address  
364291971

Tax i.D. No.

Signature of Authorized Employer Representative

Print Name

Title

Date

## PROXY

The undersigned hereby appoints the Board of Directors of Health Care Service Corporation, a Mutual Legal Reserve Company, or any successor thereof ("HCSC"), with full power of substitution, and such persons as the Board of Directors may designate by resolution, as the undersigned's proxy to act on behalf of the undersigned at all meetings of members of HCSC (and at all meetings of members of any successor of HCSC) and any adjournments thereof, with full power to vote on behalf of the undersigned on all matters that may come before any such meeting and any adjournment thereof. The annual meeting of members shall be held each year in the corporate headquarters on the last Tuesday of October at 12:30 p.m. Special meetings of members may be called pursuant to notice mailed to the member not less than thirty (30) nor more than sixty (60) days prior to such meetings. This proxy shall remain in effect until revoked in writing by the undersigned at least twenty (20) days prior to any meeting of members or by attending and voting in person at any annual or special meeting of members.

From time to time, HCSC pays indemnification or advances expenses to a director, officer, employee or agent consistent with HCSC's bylaws then in force and as otherwise required by applicable law.

Group No.: 621602 By: \_\_\_\_\_  
Print Signer's Name Here  
➔ \_\_\_\_\_  
Signature and Title

Group Name: City of Midwest City

Address: 100 N. Midwest Blvd

City: Midwest City State: OK ZIP: 73110-43119

Dated this \_\_\_\_\_ day of \_\_\_\_\_  
Month Year

**ATTEST:**

\_\_\_\_\_  
CITY CLERK, Sara Hancock

**APPROVED** as to form and legality this \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
CITY ATTORNEY, Philip W. Anderson





Human Resources  
100 N. Midwest Boulevard  
Midwest City, OK 73110  
office 405.739.1235

## MEMORANDUM:

**To:** Honorable Mayor and Council

**From:** Catherine Wilson, Human Resources Director

**Date:** June 13, 2017

**Re:** Discussion and consideration of entering into a Stop Loss Policy with Health Care Service Corporation to provide and administer specific and aggregate stop loss coverage for the Employee Health Benefits Plan for the fiscal year 2017/2018 at the rate of \$2.09 per employee per month for an aggregate attachment point of \$6,832,780 and \$66.80 per employee per month for a specific attachment point of \$150,000 per covered person.

Attached is a copy of an agreement with Health Care Service Corporation, of which Blue Cross/Blue Shield of Oklahoma is a division, to provide and administer stop loss coverage for the Employee Health Benefits Plan for the fiscal year 2017/2018. The rates in this agreement reflect a 1.8% increase in fees over last year.

Staff recommends approval.

A handwritten signature in black ink, appearing to read "Catherine Wilson", with a stylized flourish at the end.

Catherine Wilson, Human Resources Director



**EXHIBIT TO THE STOP LOSS COVERAGE POLICY**

**Employer Group Name:** City of Midwest City  
**Employer Group Address:** 100 N. Midwest Blvd.  
**City:** Midwest City      **State of Situs:** OK      **Zip Code:** 73110-4319  
**Account Number:** 621602  
**Employer Group Number(s):** 621602  
**Effective Date of Policy:** 07/01/2017  
**Policy Period:** These specifications are for the Policy Period commencing on 07/01/2017 and ending on 06/30/2018  
**Claim Administrator:** Blue Cross Blue Shield of Oklahoma, a Division of Health Care Service Corporation, a Mutual Legal Reserve Company

The specifications below shall become effective on the first day of the Policy Period specified above and shall continue in full force and effect until the earliest of the following dates: (1) The last day of the Policy Period; (2) The date the Policy terminates; or (3) The date this Exhibit For Stop Loss Coverage (herein called the "Exhibit") is superseded in whole or in part by a later executed Exhibit.

**A. Aggregate Stop Loss Insurance:**       Yes       No

If yes, complete items 1. through 9. below.

1.     New Coverage       Renewal of Existing Coverage

2.    Stop Loss Coverage Period:

New Coverage (Select one from below):

Standard:      Claims incurred and paid during the Policy Period.

12/15:      Claims incurred from \_\_\_\_ to \_\_\_\_  
                  AND      Claims paid from \_\_\_\_ to \_\_\_\_

"Run-in" included:      Claims incurred on or after \_\_\_\_ and paid on or after the Effective Date of Policy to: \_\_\_\_.

Renewal of Existing Coverage:

Standard:      Claims incurred on or after the original Effective Date of Policy and paid during the Policy Period.

12/15:      Claims incurred from \_\_\_\_ to \_\_\_\_  
                  AND      Claims paid from \_\_\_\_ to \_\_\_\_



Monthly Premium shall be equal to the amounts obtained by multiplying the number of Coverage Units for a particular Month by:

\$2.09 for each Employee Coverage Unit

\$2.09 for each Employee/Family Coverage Unit

*Please use the continuous text field directly below for any other structure (leaving the fields above blank).  
Note: you can use the "return" key to create additional rows, if needed.*

The following applies if the answer to item 6. above is "Yes." (Aggregate Stop Loss Coverage includes coverage of Run-Off Paid Claims): In the event of termination at the end of a Policy Period, an additional premium amount equal to 15% of the annualized Premium based on the participation of the two months immediately preceding termination will be due within 10 calendar days of receipt of the billing.

9. The premium is based upon a current membership of 169 Employee Coverage Units and 260 Family Coverage Units.

**B. Individual (Specific) Stop Loss Insurance:**  Yes  No

If yes, complete items 1. through 6. below.

1.  New Coverage  Renewal of Existing Coverage

2. Stop Loss Coverage Period:

New Coverage (Select one from below):

Standard: Claims incurred and paid during the Policy Period.

12/15: Claims incurred from \_\_\_\_\_ to \_\_\_\_\_

AND Claims paid from \_\_\_\_\_ to \_\_\_\_\_

"Run-in" included: Claims incurred on or after \_\_\_\_\_ and paid during the Policy Period.

"Run-in" includes claims paid by Policyholder's prior claim administrator: Yes  No

If yes, such claims must be reported by the Policyholder to the Company (Blue Cross and Blue Shield of Oklahoma, a Division of Health Care Service Corporation, a Mutual Legal Reserve Company) within 12 months of the Effective Date of Policy and paid by the Policyholder's prior claim administrator within 6 months after the Effective Date of Policy.

Renewal of Existing Coverage:

Standard: Claims incurred on or after the original Effective Date of Policy and paid during the Policy Period.

12/15: Claims incurred from \_\_\_\_\_ to \_\_\_\_\_

AND Claims paid from \_\_\_\_\_ to \_\_\_\_\_

3. Individual (Specific) Stop Loss Insurance shall apply to:

Medical Claims  Vision Claims

Outpatient Prescription Drug Claims  Dental Claims

For Hospital Employer Groups only: Excludes \_\_\_\_\_% of Home Hospital Medical claims

Other (please specify): \_\_\_\_\_

4. Individual (Specific) Stop Loss Coverage

- a. For NA who is identified by the health identification (ID) number NA, the amount of Paid Claims during the current Policy Period in excess of the Individual Point of Attachment of \$NA. Such amount shall apply for the Policy Period.
- b. For each other Covered Person:

The amount of Paid Claims during the current Policy Period in excess of the Individual Point of Attachment of \$150,000 per Covered Person but not to exceed an amount of \$Unlimited per Policy Period. Such amount shall apply for the Policy Period.

Point of Attachment  Includes Claim Administrator's Provider Access Fee  
 Excludes Claim Administrator's Provider Access Fee

5. Premium (select one):

- Annual Premium (Due on the first day of the Policy Period): \$\_\_\_\_\_.
- Monthly Premium shall be equal to the amounts obtained by multiplying the number of Coverage Units for a particular Month by:

\$66.80 for each Employee Coverage Unit  
 \$66.80 for each Employee/Family Coverage Unit

*Please use the continuous text field directly below for any other structure (leaving the fields above blank).  
 Note: you can use the "return" key to create additional rows, if needed.*

6. The premium is based upon a current membership of 169 Employee Coverage Units and 260 Family Coverage Units.

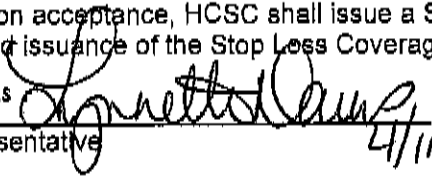
Additional Provisions:

Retirees Covered: Yes  No

The undersigned person represents that he/she is authorized and responsible for purchasing stop loss coverage on behalf of the Employer Group. It is understood that the actual terms and conditions of coverage are those contained in this Exhibit and the Stop Loss Coverage Policy into which this Exhibit shall be incorporated at the time of acceptance by Blue Cross and Blue Shield of Oklahoma, a Division of Health Care Service Corporation, a Mutual Legal Reserve Company ("HCSC"). Upon acceptance, HCSC shall issue a Stop Loss Coverage Policy to the Employer Group. Upon acceptance of this Exhibit and issuance of the Stop Loss Coverage Policy, the Employer Group shall be referred to as the "Policyholder."

Lynnette Davis

Sales Representative



4/11/2017

Signature of Authorized Purchaser

Cheryl Fulk

Name of Underwriter

Title of Authorized Purchaser

Date

INTERNAL USE ONLY	Date Exhibit approved by Underwriting: Name of Underwriter:
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**Human Resources**  
100 N. Midwest Boulevard  
Midwest City, OK 73110  
office 405.739.1235

### Memorandum

**TO:** Honorable Mayor and Council

**FROM:** Catherine Wilson, Human Resources Director

**DATE:** June 13, 2017

**RE:** Discussion and consideration of entering into a Contract to Provide Employee Assistance and Related Services with Dan Benton, LPC for FY 2017/2018 to provide the Employee Assistance Program and related services to City employees at the rate of \$2.25 per employee per month, and \$106.83 per initial assessment and \$62.44 per session.

There were no increases in the EAP contract from the past fiscal year.

The Employee Assistance Program is required by law of employers who perform random substance abuse testing as we do. The services provided continue to be well received and utilized by our employees and their family members.

Types of services the City, the employees and their family members have used have included fitness for duty exams, return to work counseling, following drug or alcohol offenses, traumatic disorder counseling, family counseling, and financial counseling.

This service is provided at a rate of \$2.25 per employee per month at approximately \$13,311.00, annually as this can vary with staffing level, and \$106.83 per initial assessment and \$62.44 per session these charges are assessed on a case by case basis.

Staff recommends approval.

Catherine Wilson, Human Resources Director

CONTRACT TO PROVIDE EMPLOYEE ASSISTANCE  
PROGRAM AND RELATED SERVICES

This contract is made by and between the City of Midwest City, Oklahoma, hereafter referred to as CMC and Dan L. Benton, Licensed Professional Counselor (LPC), hereafter referred to as Dan L. Benton, LPC.

Dan L. Benton, LPC hereby agrees to provide services to CMC via an Employee Assistance Program, also referred to as an EAP, for the employees of CMC.

The provision of the services will follow the guidelines as outlined below:

1. Dan L. Benton, LPC will provide an educational program to the employees of CMC concerning the merits of the EAP and the procedures for securing its services. A description of services will be provided to employees by Dan L. Benton, LPC and is attached hereto and labeled as Attachment A.
2. Dan L. Benton, LPC will provide assessment and referral services for employees that either volunteer to access the EAP or employees mandated to access the EAP services including not more than six (6) counseling sessions with an option to extend services for two additional sessions in situations where resolution is thought to be within the two session extension. For extended services, Dan L. Benton, LPC may bill third party or utilize private pay for extended services.
3. Dan L. Benton, LPC will provide reports to CMC concerning the number of persons using the program and the range of referral reasons for services. A description of the reports, which will be provided to CMC under this contract, is attached hereto and labeled as Attachment B.
4. Dan L. Benton, LPC will provide procedural steps in complying with the Federal Drug Free Workplace Act and other state, local, or federal requirements that may be issued during the term of this contract.
5. Dan L. Benton, LPC agrees to indemnify, defend and hold harmless CMC, its officers, employees and agents from and against all losses, costs, expenses, including attorney's fees, claims, suits and judgments, whatsoever, in connection with injury to, or death of, any persons, or loss of or damage to property resulting from any and all operations performed by Dan L. Benton, LPC, its officers, employees and agents under any of the terms of this contract.
6. At any time during the term of this contract that Dan L. Benton, LPC has personnel doing work and furnishing necessary labor or services arising from this contract, the CMC must be fully protected by Dan L. Benton, LPC having the following:
  - a. Worker's Compensation Insurance as required by law, and Dan L. Benton, LPC shall require any and all subcontractors to similarly provide Worker's Compensation Insurance for all of the latter's employees who are engaged in such work unless such employees are covered by the protection afforded by Dan L. Benton, LPC insurance.

- b. Liability insurance, applicable to performance of the contract in an amount not less than one hundred thousand (\$100,000.00) to any claimant for any claim for injury to any person, including death or property damage, and one million dollars (\$1,000,000.00), for any number of claims arising out of a single event or occurrence, which may arise in the course of Dan L. Benton, LPC performing work or services under this contract for CMC.
7. Should any of the required insurance policies be canceled, non-renewed, or materially modified before the expiration date, the issuing company will provide thirty (30) days written notice to CMC before the expiration, modification or cancellation date of said policy or policies.
8. The relationship of CMC and Dan L. Benton, LPC is that of an independent contractor. This contract does not establish, nor is it intended to establish, a principal-agent relationship.
9. This contract may be terminated by either CMC or Dan L. Benton, LPC should any party fail to perform any of the obligations described herein. Provided that, prior to terminating this contract, the party seeking to terminate the contract shall provide written notice of the default to the party in default and the party in default shall have thirty (30) days after the receipt of the notice of the default to cure the alleged default. If the default is cured prior to the expiration of the thirty (30) days after receipt of the notice of default, the contract shall not be terminated because of a failure to perform an obligation under this contract.
10. This contract may be terminated by either party, CMC or Dan L. Benton, LPC for any reason whatsoever by providing ninety (90) days written notice to the other party prior to the expected termination date.
11. All notices, communications and contacts required by this contract shall be written and shall be made by hand delivering or depositing in the United States mail, return receipt requested, to the following:

If to Dan L. Benton, LPC  
Dan L. Benton, LPC  
1212 S. Air Depot, Suite 43  
Midwest City, OK 73110

If to CMC  
Catherine Wilson  
Human Resources Director  
City of Midwest City  
100 N. Midwest Blvd.  
Midwest City, OK 73110

12. This contract shall not be assigned, transferred or modified without the written consent of both CMC and Dan L. Benton, LPC.
13. CMC agrees to provide Dan L. Benton, LPC with a bi-annual roster of full-time employees.
14. Dan L. Benton, LPC agrees to provide the services described for the amount of two dollars and twenty-five cents (\$2.25) per month full-time employee. Dan L.



Benton, LPC also agrees to provide services to employees who have been mandated by CMC for one hundred six dollars and eighty-three cents (\$106.83) which is the initial assessment and sixty-two dollars and forty-four cents (\$62.44) for each additional session. Dan L. Benton, LPC will provide monthly invoices setting forth the services performed and charges for those services to CMC, and CMC shall pay submitted invoices within thirty (30) days of receipt of the invoice.

15. The term of this Contract shall be one (1) year, commencing on **July 1, 2017 and ending June 30, 2018.**
16. Any agreement to extend or renew this contract will require both parties to agree to stated terms and any modifications, and enter into a new, extended or modified contract.
17. This is a lawful and binding contract entered into subject to the laws of the State of Oklahoma.
18. Wherefore, in agreement to the mutual terms, conditions, covenants and obligations set forth above, the parties have set forth their hands below on this \_\_\_\_\_ day of June 2017.

CITY OF MIDWEST CITY, INC.

Dan L. Benton, LPC

\_\_\_\_\_  
Matt Dukes, Mayor  
City of Midwest City, OK

\_\_\_\_\_  
Dan L. Benton, LPC  
Licensed Professional Counselor

ATTEST:

APPROVED

as to form and legality \_\_\_\_\_ day of \_\_\_\_\_ 2017

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Philip W. Anderson, City Attorney

## ATTACHMENT "A"

In order to provide the quality Employee Assistance Program services to the employees and family members of CMC, Dan L. Benton, LPC agrees to provide the following services:

1. Assessment/evaluation, referral to appropriate community service providers, and/or short-term counseling not to exceed six (6) sessions unless third party or private pay arrangements are made.
2. Services are applicable to the employee and members of their immediate household. Services will be made available to youth and families of the referred employee to ensure the most appropriate and comprehensive service plans which are utilized to establish employee and family well-being.
3. Dan L. Benton, LPC will provide follow-up no more than six months following the last session the employee.
4. Dan L. Benton, LPC will provide management consultation to supervisors regarding problem employees on the phone or in person at Dan L. Benton, LPC office.
5. Dan L. Benton, LPC will maintain accurate records of EAP participants in accordance with all applicable state and federal statutes regarding confidentiality.
6. Twenty-four hour answering service is available in case of employee crisis.

## ATTACHMENT "B"

REPORTING: Dan L. Benton, LPC shall report the following information on a quarterly basis to CMC:

1. The number of employees or family members seen with demographic data.
2. The type of referrals, issues or problems, if necessary.
3. The average number of sessions utilized.



**City Manager**  
100 N. Midwest Blvd.  
Midwest City, OK 73110  
ghenson@midwestcityok.org  
Office: 405-739-1207 / Fax: 405-739-1208  
www.midwestcityok.org

MEMORANDUM

TO: Honorable Mayor and Council

FROM: J. Guy Henson, City Manager

DATE: June 13, 2017

SUBJECT: Discussion and consideration of renewing an agreement with MidwestMedia & Marketing, Inc. for fiscal year 2017-18 in the amount of \$66,000 to provide communications, public relations, and marketing services.

This item is on the agenda to renew the agreement under which Kay Hunt provides the City with communication, public relations, and marketing services. Mrs. Hunt has been providing similar services to the City under contract since 2006.

Staff recommends approval.

J. GUY HENSON, AICP  
City Attorney

Attachment

## **CONTRACT FOR SERVICES**

This Contract for Services is effective on the 1<sup>st</sup> day of July, 2017, by and between midwestmedia & marketing, Inc. (“Contractor”) and the City of Midwest City, a municipal corporation (“City”). The purpose of this contract is for the City to secure the services of Contractor as Public Relations Specialist. Term of the Contract shall end on June 30, 2018.

1. Contractor will provide the services described in this Contract for a total fee of \$66,000. This fee shall be paid by the City to Contractor in twenty-four (24) equal semi-monthly payments. Contractor shall provide weekly/monthly reports describing the work accomplishments for previous week/month.
2. **Goal and objectives:**
  - A. To provide a consistent stream of information about the services, events, issues and special projects that are taking place within the city government and its departments.
  - B. To provide timely and responsive information to citizens.
  - C. Information will be distributed to local, regional and national media as well as the citizens of Midwest City through various forms of communication, including, but, not limited to:
    - Press releases
    - Feature stories
    - Website
    - Social media: Facebook and Twitter
    - E-newsletter
    - Monthly print newsletter distributed through the city utility bill
    - Video
    - MyMWC app
    - Notify Me (emails, text and phone calls to those who have signed up for service)
    - Facebook chat with the Mayor or other city official
3. **Public Relations, Communications and Marketing Deliverables:** Contractor will provide the City the following services/strategies upon the approval and execution of this contract by the City Council:
  - a) Press releases and feature stories: Prepare a minimum of twenty (25) news articles during the term of this agreement pertaining to various aspects of city operations and activities. This will include, but, not be limited to:
    - 1) Performing required research
    - 2) Attending periodic meetings with department heads and staff
    - 3) Preparing article drafts
    - 4) Proofing articles with department heads and/or staff
    - 5) Editing of articles
    - 6) Distributing to appropriate media

- b) Research daily area newspapers, including the Oklahoman, Edmond, Norman, Moore, Yukon/Mustang.
- c) Website development and content management:
  - 1) Maintain and edit content on a daily/weekly/monthly basis
  - 2) Upload and update stories, calendar of event information, photo gallery sections on a weekly/monthly basis
- d) Video Marketing:
  - 1) Organize production of monthly City Spotlight: a magazine format segment with the Mayor and selected staff person or city official
  - 2) Organize production of monthly video featuring events, department services or projects and/or any other interesting and informative subject
  - 3) Shoot and provide needed b-roll and/or photographs that will accompany monthly video segments
  - 4) Write scripts for video segments
  - 5) Organize guests, talent, locations for segment shooting

Videos will be marketed in the following ways:

  - 1) Website
  - 2) Channel 20
  - 3) YouTube City Channel
  - 4) Social Media
  - 5) Media outlets
- e) Social Media
  - 1) Maintain City Facebook and Twitter accounts
  - 2) Post and Tweet weekly/monthly information
  - 3) Respond to citizens' complaints and questions in a timely manner
  - 4) Report citizens' complaints and questions to appropriate city staff for their responses
- f) Monthly City View E-newsletter
  - 1) Research and write content, create layout and distribute City View e-newsletter to email database a minimum of twelve (12) editions a year
  - 2) Manage email database
- g) Monthly Utility Bill Newsletter
  - 1) New this year will be production of a monthly, full—color newsletter that will be inserted into the monthly city utility bill
  - 2) Research and write content, create layout of monthly newsletter
- h) Facebook live chat
  - 1) Mayor Dukes or some other designated city official will have a pre-determined and promoted time each month to take live questions and answer residents questions via the City Facebook page

- i) 75<sup>th</sup> Anniversary marketing and promotion
  - 1) Monthly story on aspect of MWC history
  - 2) Production of historic documentary: acting as writer and producer
  - 3) Oversight of bronze sculpture of Mr. Atkinson site working with city officials to create
  - 4) Promotion of anniversary special events
  
- j) Shop MWC Campaign – continue marketing the Shop MWC Campaign brand through stories, website, Channel 20, City View e-newsletter, monthly utility bill newsletter, social media and collateral material.
  
- k) Channel 20
  - 1) Develop, manage, maintain information on a weekly, monthly basis
  
- l) Media Relations
  - 1) Create and maintain relationship with area media
  - 2) Periodically host area media in MWC
  - 3) Prepare and distribute press releases
  - 4) Maintain current media database
  - 5) Assist media with needed information and data for stories
  
- m) Disaster Communications Plan
  - 1) Carry out the completed disaster communication plan
  - 2) Coordinate efforts with office of Emergency Management
  
- n) Assist City Department's with marketing and promotion
  - 1) Work with city department heads and staff on various brochures, flyers and other public documents (When necessary, Contractor will hire outside professional graphic designers to complete the task. The cost of such service will be agreed upon prior to hiring contractor and paid by the specific department.)
  - 2) Write and Edit content
  - 3) Provide needed photography
  
- o) Public Event Management & Promotion
  - 1) Will work with city event planners in the overall promotion of event, including, but, not limited to: press releases, social media, Channel 20, e-newsletters, quarterly newsletters, website, online calendar of events, etc.
  - 2) Will assist, at the discretion of City Manager in the organization and management of public events
  
- p) Meet with the City's Administrative Staff once a minimum of once a month (if said meeting takes place). The purpose of the meetings is to discuss new and current projects and activities pertinent to Contractor's plan of work.
  
- q) Attend City Council meeting a minimum of one (1) time per month.

- r) Stay Connected
    - 1) Continue to promote campaign to public through website, social media, Channel 20, e-newsletters, press releases
  - s) Develop, manage and promote the Storyland Christmas event: The multiple week event is held in the Charles J Johnson Central Park in Town Center Plaza.
    - 1) Marketing and promotion
      - 2) Developing features and activities of event
      - 3) Creating schedule of events and activities
      - 4) Securing Santa
      - 5) Securing nighttime security
      - 6) Securing workers and volunteers
      - 7) Work with city staff on setting up event
  - t) Develop and market various other marketing, public relations and public education campaigns at the discretion of the City Manager
4. Contractor will perform and complete the work under this contract in a professional workmanlike manner. Contractor shall not, either during or after the term of this contract, disclose to any third party any confidential information relative to the work or the business of the City without the written consent of the City.
  5. Contractor agrees to indemnify and hold harmless the City and its officers, agents and employees of and from damages, injuries (including death), claims, property damages (including loss of use), losses, demands, suits, judgments and costs, including reasonable attorneys' fees and expenses, which directly arise out of Contractor's breach of any of the terms or provisions of this contract, or by any other act, error or omission of Contractor, its agents, servants, employees, subcontractors, or any other persons or entities for whose acts Contractor is legally liable.
  6. All documents prepared or furnished by Contractor pursuant to this contract are instruments of service with respect to the work performed under this contract. The City shall retain ownership and a property interest in them, whether or not the work under this contract is completed.
  7. Either party to this contract may terminate it by giving to the other party thirty (30) days' notice in writing. Upon delivery of such notice by the City to Contractor, Contractor shall immediately discontinue all services in connection with the performance of work under this contract. As soon as practical after receipt of notice of termination, Contractor shall submit a final invoice, showing in detail the services performed under this contract up to the date of notice of termination. The City shall then pay Contractor within thirty (30) days any unpaid invoice(s) which relate to services actually performed under this contract. Originals of all completed or partially completed documents prepared under this contract shall be promptly delivered to the City.
  8. This contract contains the entire agreement between the parties covering the subject matter. No modifications or amendments shall be valid unless in writing and signed by both parties.



9. In case any one or more of the provisions contained in this contract shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision hereof, and this contract shall be construed as if such invalid, illegal or unenforceable provision had never been a part of this contract.
10. Neither the City nor Contractor shall assign, sublet or transfer its interest in this contract without the written consent of the other party. Nothing in this contract shall be construed as creating any personal liability on the part of any officer, agent or employee of the City or of Contractor.

PASSED AND APPROVED by the City on the 13th day of June, 2017 and by Contractor on the \_\_\_\_\_ day of \_\_\_\_\_, 2017.

CITY OF MIDWEST CITY, OKLAHOMA

\_\_\_\_\_  
Matt Dukes, Mayor

ATTEST:

\_\_\_\_\_  
Sara Hancock, City Clerk

APPROVED as to form and legality this 13th day of June, 2017.

\_\_\_\_\_  
Phil Anderson, City Attorney

midwestmedia & marketing, inc.

\_\_\_\_\_  
Kay Hunt, President

###



**City Manager**  
100 N. Midwest Boulevard  
Midwest City, OK 73110  
office 405.739.1204

### Memorandum

TO: Honorable Mayor and Council

FROM: Guy Henson, City Manager

DATE: June 13, 2017

SUBJECT: Discussion and consideration of renewing an agreement in the amount of \$50,000 with Mid-Del Youth and Family Center, Inc. for emergency youth shelter, counseling, juvenile diversionary, training/consultation and community education services for fiscal year 2017-18.

The attached agreement is a renewal of the terms of an agreement the City has had with Mid-Del Youth and Family Center, Inc. for a number of years. The funds are budgeted in the general government contractual account.

Staff recommends approval.

J. GUY HENSON  
City Manager

Attachment

**MIDWEST CITY AND MID-DEL YOUTH AND FAMILY CENTER AGREEMENT  
FY 2017-2018**

This agreement dated on the 13<sup>th</sup> day of June, 2017 is by and between the City of Midwest City Oklahoma, hereinafter called "City" and Mid-Del Youth and Family Center, Inc., hereinafter called "Mid-Del".


1. In consideration of this agreement, the City agrees to pay the sum of \$50,000, half of which will be submitted by invoice at the beginning of the fiscal year and the other half being submitted at the middle of the fiscal year. Midwest City shall provide a facility located at 2600 North Air Depot, Oklahoma City, Oklahoma for use by Mid-Del as an emergency youth shelter, as needed and under the terms and conditions specified in separate lease agreements between City and Mid-Del.
2. Mid-Del shall furnish to the City the services listed as follows:
  - (A) Emergency Youth Shelter
  - (B) Counseling
  - (C) Juvenile Diversionary Program
  - (D) Training/Consultation and community education
3. Mid-Del shall also give priority to City for crisis intervention, information/referral services and Substance Abuse Subtle Screening Inventory (SASSI) for the Municipal Court. If a fee is assessed for said services, then that fee shall only be payable by the said client receiving said services and Mid-Del agrees no claim shall be made to City for providing said service.
4. This agreement shall be effective from July 1, 2017 through June 30, 2018 and may be renewed for successive one-year periods upon 30 days written notice in advance of the termination date accepted by the other party.
5. This agreement may be terminated by either party during the primary term or any extension thereto by written notice mailed certified mail, return receipt requested, at least 90 days prior to the proposed termination date. Date of mailing shall be the date of notice.
6. This agreement constitutes the entire agreement between the parties relating to the services consideration. This agreement is not assignable by either party. This agreement shall only be amended by a written document properly executed by both parties.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2017

Attest:

  
Executive Director

Mid-Del Youth and Family Center, Inc.

  
President of the Board

Approved by the City Council of Midwest City, Oklahoma, this \_\_\_\_\_ day of \_\_\_\_\_, 2017

Attest:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
City Attorney



**City Manager**  
100 N. Midwest Boulevard  
Midwest City, OK 73110  
Office 405.739.1204  
[ghenson@midwestcityok.org](mailto:ghenson@midwestcityok.org)  
[www.midwestcityok.org](http://www.midwestcityok.org)

MEMORANDUM

TO: Honorable Mayor and Council

FROM: J. Guy Henson, City Manager

DATE: June 13, 2017

RE: Discussion and consideration of approving and entering into a Cooperative Agreement with the Midwest City Chamber of Commerce that governs the terms and conditions under which that organization will receive up to \$5,000 from the City for the 2017 Youth Excel program.

---

The Cooperative Agreement, a copy of which is attached for your review, documents the requirements the Chamber must meet in order to receive reimbursement for its actual costs of up to \$5,000 for this year's Youth Excel program. The funds have been appropriated and are available in the General Government Fund budget.

Staff recommends approval.

J. GUY HENSON  
City Manager

## COOPERATIVE AGREEMENT

This agreement, effective June 13, 2017, is entered into by and between the City of Midwest City, Oklahoma (the "City") and the Midwest City Chamber of Commerce, Inc., an Oklahoma corporation (the "Chamber").

WHEREAS, Midwest City's youth need guidance, inspiration and encouragement to help develop those qualities of character essential for future leadership; and

WHEREAS, Youth Excel is an extraordinary three-day leadership development program for high school juniors from Midwest City and Carl Albert High Schools which includes leadership training, orientation to the Midwest City and Tinker communities, and team building-related exercises; and

WHEREAS, the program provides a long-term impact on the entire Midwest City community in that Youth Excel prepares current high school juniors to be the civic leaders of tomorrow; and

WHEREAS, Youth Excel is designed to motivate potential leaders; acquaint participants with community needs, opportunities and resources; provide participants with opportunities for interaction with community leaders and decision-makers; and instill participants with leadership skills; and

WHEREAS, the goal of Youth Excel is to provide students with the tools and resources necessary to become leaders and maintain a leadership status within the community; and

WHEREAS, long-term success of Youth Excel is measured by the number of students who complete and graduate from the program, and the number of graduates who return to Midwest City to live and/or pursue their professional or vocational career objectives; and

WHEREAS, Youth Excel is aimed at developing a pool of well-informed, motivated young men and women qualified to assume present and future leadership roles in Midwest City; and


WHEREAS, to achieve these worthy objectives, it is appropriate for the City to provide the Chamber with a portion of the funds needed for Youth Excel in light of the positive impact it has on the City's youth;

NOW, THEREFORE, the parties to this contract hereby agree that:


1. The City shall pay to the Chamber a sum of up to five thousand dollars (\$5,000.00) toward the cost of Youth Excel upon presentation of receipts and/or other documentation of the actual costs to be reimbursed; and
2. The Chamber shall develop, administer, supervise and execute the Youth Excel program including, but not limited to, raising any and all additional money necessary to fully fund the program.

Passed and approved by the Chamber on the 26th day of ~~June~~<sup>May</sup>, 2017.

MIDWEST CITY CHAMBER OF COMMERCE,  
INC.

  
\_\_\_\_\_  
Danita Rose, President

ATTEST:

  
\_\_\_\_\_  
Bonnie Cheatwood, Secretary

Passed and approved by the City on the \_\_\_\_\_ day of June, 2017.

CITY OF MIDWEST CITY, OKLAHOMA

\_\_\_\_\_  
Matthew D. Dukes, II, Mayor

ATTEST:

\_\_\_\_\_  
Sara Hancock, City Clerk

APPROVED as to form and legality this \_\_\_\_\_ day of June, 2017.

\_\_\_\_\_  
Philip Anderson, City Attorney



**Public Works Administration**  
**Vaughn Sullivan, Director**  
[vsullivan@midwestcityok.org](mailto:vsullivan@midwestcityok.org)  
**R. Paul Streets, Assistant Director**  
[rstreets@midwestcityok.org](mailto:rstreets@midwestcityok.org)  
8730 S.E. 15<sup>th</sup> Street,  
Midwest City, Oklahoma 73110  
O: 405-739-1060 /Fax: 405-739-1090

### Memorandum

**TO:** Honorable Mayor and City Council

**FROM:** Vaughn Sullivan, Public Works Director

**DATE:** June 13, 2017

**SUBJECT:** Discussion and consideration of approving and entering into the fiscal year 2017-2018 Service Contract with the Midwest City Baseball Association for services at Reed Baseball Complex and Civic Baseball Complex. The contract term is July 1, 2017 through June 30, 2018.

This agreement provides specified responsibilities associated with annual maintenance of Reed and Civic Baseball Complexes.

Staff recommends approval.

Vaughn K. Sullivan  
Public Works Director

Attachment: Services Contract

**SERVICES CONTRACT**  
Parks & Recreation Division

This contract is made this \_\_\_\_ day of \_\_\_\_\_, 2017, by and between the Midwest City Baseball Association (hereinafter Sponsor) and the City of Midwest City (hereinafter Owner). The parties hereto, for and in consideration of the benefits and payments hereinafter provided, do hereby covenant and agree as follows:

1. Owner and Sponsor agree to the following terms of services rendered by each party for the operation of the baseball program (the program) in Midwest City at Civic Park and Marion Reed Baseball Complex. The term of this contract shall begin July 1, 2017 and end June 30, 2018. This contract may be extended by the Owner on an annual basis under the same terms and conditions. If either party wishes to renegotiate any of the provisions contained in this contract, then that party must give written notice of its intent to renegotiate the contract at least 60 days prior to the annual expiration date (June 30).
2. It is expressly agreed that Owner shall be responsible for the following in addition to other responsibilities set forth in this contract:
  - a. Utilities (water, sewer, sanitation services);
  - b. Mowing and trimming the drainage area next to the west side of the surrounding parking lot and ten (10) feet either side of the drainage area and the area surrounding the parking lot (at least once every two weeks - weather permitting) at the Baseball Complex;
  - c. Mowing and trimming of City owned property outside the Reed Baseball Complex;
  - d. Meeting room space at Community Center subject to availability;
3. It is expressly agreed Sponsor shall be responsible for the following in addition to the other responsibilities set forth in this contract:
  - a. Administration of league except those responsibilities of Owner as specified in Paragraph 2;
  - b. Collection of entry fees for leagues and tournaments;
  - c. Scheduling of tournaments;
  - d. Rescheduling of leagues and tournaments;
  - e. Cancellations;



## Services Contract

### Page 2

- f. Approval of rules;
- g. Distribution/collection/updating of rosters and player cards;
- h. Team sanctioning;
- i. Purchase of trophies for leagues and tournaments;
- j. Setting rates (includes entry fees, gate admission and concession);
- k. Contracting with umpires;
- l. Fundraising;
- m. Protests;
- n. Coaches discipline;
- o. Tournament administration;
- p. Daily regular season and tournament field maintenance;
- q. Standings;
- r. Employees, equipment, supplies, etc. for the operation of the concession and gate collection;
- s. Phones needed for operation of program, including rainout number;
- t. Facility upkeep which includes improvements at Civic Park and Marion Reed Baseball Complex, existing and future buildings, existing and future additions to facilities, electrical (includes maintenance and replacing light bulbs), plumbing;
- u. Equipment and manpower to mow, trim and maintain areas not listed under Owner's responsibilities;
- v. Payment of electric bill;
- w. Conduct coaches background checks;

4. Owner will furnish all necessary refuse and garbage containers and will remove and dispose of all rubbish, refuse and garbage resulting from the Sponsor's activity, provided that refuse is deposited in receptacles provided. Sponsor shall be responsible for the refuse and garbage pickup and facility cleanup on the park grounds and agrees to restore all park grounds, buildings, facilities, restrooms and structures to the level of cleanliness and order which existed prior to Sponsor's usage. Trash will be picked up twice weekly (schedule determined by agreement of Owner and Sponsor).
5. It is expressly agreed that there will be an annual inspection of the facilities by Owner and Sponsor to assure proper ongoing maintenance of the facilities. Any repairs identified through this inspection will be accomplished by Owner or Sponsor, depending upon whose responsibility it is under the terms of this contract, within a period of time agreed upon by Sponsor and Owner.
6. Owner shall furnish Sponsor with adequate sets of keys to the facilities. Only locks and keys supplied by Owner shall be used. Sponsor agrees to furnish Owner with a list of those people to whom Sponsor has furnished any key(s) and to inform Owner of any changes therein. Owner reserves the right to enter the facilities at any time for purposes of inspection, repair or to ascertain compliance with this contract. Sponsor shall furnish Owner with keys to structures that contain only Sponsor equipment. Said keys will be kept in the Parks and Recreation Division office in the Midwest City Community Center. Locks and keys that are lost during the term of this contract will be replaced at Sponsor's expense.
7. In the event of a natural disaster or an act of God, any damages to the facilities will be resolved through a joint effort by Sponsor and Owner based on the availability of funds.
8. The terms of this contract shall be binding upon all successors in interest of the parties hereto. This contract embodies all agreements between Owner and Sponsor pertaining to services at the facilities and supersedes any and all prior oral or written agreements between the two parties. This contract can only be altered or changed if done so in writing and signed by both parties.
9. This contract shall become effective on the 1st day of July, 2017, and shall continue in force and effect until midnight on the 30th day of June, 2018.

Services Contract  
Page 4

Agreed to and witnessed on this \_\_\_\_ day of \_\_\_\_\_, 2017.

ATTEST:

\_\_\_\_\_  
ALI KHALILI , VICE-PRESIDENT  
MIDWEST CITY BASEBALL ASSOC.

\_\_\_\_\_  
JEREMY WOODS, PRESIDENT  
MIDWEST CITY BASEBALL ASSOC.

ATTEST:

\_\_\_\_\_  
SARA HANCOCK,  
CITY CLERK

\_\_\_\_\_  
MATTHEW D. DUKES. II,  
MAYOR

CITY OF MIDWEST CITY, OKLAHOMA CITY OF MIDWEST CITY, OKLAHOMA

APPROVED as to form and legality this \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
PHILLIP W. ANDERSON  
CITY ATTORNEY  
CITY OF MIDWEST CITY, OKLAHOMA



**Public Works Administration**  
**Vaughn Sullivan, Director**  
[vsullivan@midwestcityok.org](mailto:vsullivan@midwestcityok.org)  
**R. Paul Streets, Assistant Director**  
[rstreets@midwestcityok.org](mailto:rstreets@midwestcityok.org)  
8730 S.E. 15<sup>th</sup> Street,  
Midwest City, Oklahoma 73110  
O: 405-739-1060 /Fax: 405-739-1090

**MEMORANDUM**

TO: Honorable Mayor and City Council

FROM: Vaughn Sullivan, Public Works Director

DATE: June 13, 2017

SUBJECT: Discussion and consideration of approving and entering into the fiscal year 2017-2018 Service Contract with the Midwest City Soccer Club for services at Joe B. Barnes Regional Park Soccer Complex. The contract term is July 1, 2017 through June 30, 2018.

This agreement provides specified responsibilities associated with annual maintenance of Joe Barnes Regional Park Soccer Complex.

Staff recommends approval.

Vaughn K. Sullivan  
Public Works Director

Attachment: Services Contract

**SERVICES CONTRACT**  
Parks & Recreation Division

This contract is made this \_\_\_\_ day of \_\_\_\_\_, 2017, by and between the Midwest City Soccer Club (hereinafter Sponsor) and the City of Midwest City (hereinafter Owner). The parties hereto, for and in consideration of the benefits and payments hereinafter provided, do hereby covenant and agree as follows:

1. Owner and Sponsor agree to the following terms of services rendered by each party for the operation of the soccer program (the program) in Midwest City. The terms of this contract shall begin July 1, 2017 and end June 30, 2018. This contract may be extended by the Owner on an annual basis under the same terms and conditions. If either party wishes to renegotiate any of the provisions contained in this contract, then that party must give written notice of its intent to renegotiate the contract at least 60 days prior to the annual expiration date (June 30).
2. It is expressly agreed that Owner shall be responsible for the following at the Soccer Complex in addition to other responsibilities set forth in this contract:
  - a. Water, sewer, sanitation;
  - b. Mowing and trimming of the area shown on the attached diagram as needed;
  - c. Meeting room space at Midwest City Community Center subject to availability.
3. It is expressly agreed Sponsor shall be responsible for the following at the Soccer Complex in addition to the other responsibilities set forth in this contract:
  - a. Administration of league;
  - b. Collection of entry fees for leagues and tournaments;
  - c. Scheduling of leagues and tournaments;
  - d. Rescheduling of leagues and tournaments;
  - e. Game cancellations;
  - f. Approval of rules;
  - g. Distribution/collection/updating of rosters and player cards;
  - h. Team sanctioning;
  - i. Purchase of awards/trophies for leagues and tournaments;
  - j. Setting rates (includes registration fees, gate admission and concession);

- k. Contracting with officials;
  - l. Fundraising;
  - m. Protests;
  - n. Coaches discipline;
  - o. Tournament administration;
  - p. Daily regular season and tournament field maintenance;
  - q. Standings;
  - r. Employees, equipment, supplies, etc. for the operation of the concession and gate collection;
  - s. Phones and electricity needed for operation of the program;
  - t. Facility upkeep which includes improvements at the existing and future buildings, existing and future additions to the Regional Park Soccer Complex, electrical and plumbing;
  - u. Equipment and manpower to mow, trim and maintain areas not listed under Owner's responsibilities;
  - v. Work with Mid-Del Schools to host games when possible;
  - w. Any other administrative duties which are required in the operation of the program;
  - x. Conduct coaches background checks;
4. Owner will furnish dumpster and will remove and dispose of all rubbish, refuse and garbage from the soccer complex resulting from Sponsor's activity, provided that all rubbish, refuse and garbage is deposited in dumpster provided. Sponsor shall be responsible for the refuse and garbage pickup and facility cleanup on the park grounds and agrees to restore all Soccer Complex grounds, buildings, facilities, restrooms and structures to the level of cleanliness and order which existed prior to Sponsor's usage. Trash will be picked up on a schedule determined by agreement of Owner and Sponsor.

5. It is expressly agreed that there will be an annual inspection of the Soccer Complex by Owner and Sponsor to assure proper ongoing maintenance of the Soccer Complex. Any repairs identified through this inspection will be accomplished by Owner or Sponsor, depending upon whose responsibility it is under the terms of this contract, within a period of time agreed upon by Sponsor's and Owner's representatives.
6. Owner shall furnish Sponsor with adequate sets of keys and locks to the gates of the Soccer Complex. Sponsor agrees to furnish Owner with a list of those people to whom Sponsor has furnished any key(s) and to inform Owner of any changes therein. Owner reserves the right to enter the facilities at any time for purposes of inspection, repair or to ascertain compliance with this contract. Locks and keys that are lost during the term of this contract will be replaced at Sponsor's expense.
7. In the event of a natural disaster or an act of God, any damages to the Soccer Complex will be resolved through a joint effort by Sponsor and Owner based on the availability of funds.
8. The terms of this contract shall be binding upon all successors in interest of the parties hereto. This contract embodies all agreements between Owner and Sponsor pertaining to services at the Soccer Complex and supersedes any and all prior oral or written agreements between the two parties. This contract can only be altered or changed if done so in writing and signed by both parties.
9. This contract shall become effective on the 1st day of July, 2017, and shall continue in force and effect until midnight on the 30th day of June, 2018.

Agreed to and witnessed on this \_\_\_\_ day of \_\_\_\_\_, 2017.

ATTEST:

\_\_\_\_\_  
BOB BRYAN, VICE-PRESIDENT  
MIDWEST CITY SOCCER CLUB

\_\_\_\_\_  
MATT MERCER, PRESIDENT  
MIDWEST CITY SOCCER CLUB

ATTEST:

\_\_\_\_\_  
SARA HANCOCK, CITY CLERK

\_\_\_\_\_  
MATTHEW D. DUKES. II MAYOR  
CITY OF MIDWEST CITY

APPROVED as to form and legality this \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
PHILLIP W. ANDERSON  
CITY ATTORNEY





**Public Works Administration**  
**Vaughn Sullivan, Director**  
[vsullivan@midwestcityok.org](mailto:vsullivan@midwestcityok.org)  
**R. Paul Streets, Assistant Director**  
[rstreets@midwestcityok.org](mailto:rstreets@midwestcityok.org)  
8730 S.E. 15<sup>th</sup> Street,  
Midwest City, Oklahoma 73110  
O: 405-739-1060 /Fax: 405-739-1090

**MEMORANDUM**

**TO:** Honorable Mayor and City Council

**FROM:** Vaughn Sullivan, Public Works Director

**DATE:** June 13, 2017

**SUBJECT:** Discussion and consideration of approving and entering into the fiscal year 2017-2018 Service Contract with the Oklahoma Spartans Youth Organization. The contract term is July 1, 2017 through June 30, 2018.

This agreement provides specified responsibilities associated with annual maintenance of Tel Star North Football Complex.

Staff recommends approval.

Vaughn K. Sullivan  
Public Works Director

Attachment: Services Contract

## **SERVICES CONTRACT**

### **Parks & Recreation Department**

This contract is made this \_\_\_\_\_ day of \_\_\_\_\_, 2017, by and between the Oklahoma Spartans Youth Organization (hereinafter Sponsor) and the City of Midwest City (hereinafter Owner). The parties hereto, for and in consideration of the benefits and payments hereinafter provided, do hereby covenant and agree as follows:

1. Owner and Sponsor agree to the following terms of services rendered by each party for the operation of the youth football program in Midwest City (hereinafter Youth Football). The terms of this contract shall begin July 1, 2017 and end June 30, 2018. This contract may be extended by the City of Midwest City on an annual basis under the same terms and conditions. If either party wishes to renegotiate any of the provisions contained in this contract, then that party must give written notice of its intent to renegotiate the contract at least 60 days prior to the annual expiration date.
2. It is expressly agreed that Owner shall be responsible for the following at the Tel-Star North Football Complex (hereinafter Complex) for Youth Football in addition to other responsibilities set forth in this contract:
  - a. Water, sewer, sanitation;
  - b. Mowing and trimming of outside perimeter area;
  - c. Meeting room space at Community Center subject to availability;
  - d. Parking lot lights;
3. It is expressly agreed that Sponsor shall be responsible for the following at the Tel-Star North Softball Complex for Youth Football in addition to the other responsibilities set forth in this contract:
  - a. Administration of league (includes sign-ups and marketing);
  - b. Collection of team entry fees for leagues;
  - c. Scheduling of leagues and tournaments;
  - d. Rescheduling of leagues due to game cancellation;
  - e. Game cancellations;
  - f. Approval of rules;

**Services Contract**  
**Page 2**

- g. Distribution, collection and updating of team rosters;
  - h. Purchase of awards/trophies for leagues and championship games;
  - i. Setting rates (includes team entry fees and gate admission);
  - j. Contracting with officials;
  - k. Fundraising;
  - l. Repair facility damage and repair and/or replace turf on an as needed basis by request of Owner;
  - m. Protests and Coaches' discipline;
  - n. Prepare field for league games and tournaments and perform field maintenance as needed;
  - o. Mowing and trimming of playing fields;
  - p. Standings;
  - q. Employees for gate collection, equipment, supplies, etc. for daily operation;
  - r. Any other administrative duties which are required in the operation of the Youth Football;
  - s. Provide liability insurance stating that City of Midwest City is an additional insured.
  - t. Facility upkeep which includes improvements at Tel-Star North Complex, existing and future buildings, existing and future additions to facilities, electrical (includes maintenance and replacing light bulbs), plumbing;
  - u. Payment of electric bill;
  - v. Conduct coaches background checks;
4. Owner will furnish trash cans and will remove and dispose of all rubbish, refuse and garbage from the Complex resulting from Sponsor's activity, provided that all rubbish, refuse and garbage is deposited in the trash cans provided. Sponsor shall be responsible for the rubbish, refuse and garbage pickup and facility cleanup on the park grounds and agrees to restore all Complex grounds, buildings, facilities, restrooms and structures to the level of cleanliness and order which existed prior to Sponsor's usage. Trash will be picked up on a schedule determined by agreement of Owner and Sponsor.

**Services Contract**

**Page 3**

5. It is expressly agreed that there will be an annual inspection of the Complex by Owner and Sponsor to assure proper ongoing maintenance of the Complex. Any repairs identified through this inspection will be accomplished by Owner and/or Sponsor, depending upon whose responsibility it is under the terms of this contract, within a period of time agreed upon by Sponsor's and Owner's representatives.
6. Owner shall furnish Sponsor with adequate sets of keys and locks to the gates of the Complex. Sponsor agrees to furnish Owner with a list of those people to whom Sponsor has furnished any key(s) and to inform Owner of any changes therein. Owner reserves the right to enter the facilities at any time for purposes of inspection, repair or to ascertain compliance with this contract. Locks and keys that are lost during the term of this contract will be replaced at Sponsor's expense.
7. In the event of a natural disaster or an act of God, any damages to the Complex will be resolved through a joint effort by Sponsor and Owner based on the availability of funds.
8. The terms of this contract shall be binding upon all successors in interest of the parties hereto. This contract embodies all agreements between Owner and Sponsor pertaining to services at the Complex and supersedes any and all prior oral or written agreements between the two parties. This contract can only be altered or changed if done so in writing and signed by both parties.
9. This contract shall become effective on the 1st day of July, 2017, and shall continue in force and effect until midnight on the 30th day of June, 2018.

Agreed to and witnessed on this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

ATTEST:

\_\_\_\_\_  
RONALD HOBBS, VICE-PRESIDENT  
OKLAHOMA SPARTANS  
YOUTH ORGANIZATION

\_\_\_\_\_  
DION WILLIAMS, PRESIDENT  
OKLAHOMA SPARTANS  
YOUTH ORGANIZATION

ATTEST:

\_\_\_\_\_  
SARA HANCOCK, CITY CLERK  
CITY OF MIDWEST CITY, OK

\_\_\_\_\_  
MATTHEW D. DUKES, II, MAYOR  
CITY OF MIDWEST CITY, OK

APPROVED as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
PHILLIP W. ANDERSON  
CITY ATTORNEY



The City of  
**MIDWEST CITY**  
COMMUNITY DEVELOPMENT DEPARTMENT

Billy Harless, Community Development Director

ENGINEERING DIVISION  
Patrick Menefee, City Engineer  
CURRENT PLANNING DIVISION  
Kellie Gilles, Manager  
COMPREHENSIVE PLANNING  
Julie Shannon, Comprehensive Planner  
BUILDING INSPECTION DIVISION  
Charles Belk, Building Official  
GIS DIVISION  
Kathy Spivey, GIS Coordinator

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TO : Honorable Mayor and City Council

FROM : Billy Harless, Director

DATE : June 13, 2017

SUBJECT : Discussion and consideration of renewing for fiscal year 2017-18 the contracts with: **ACOG** in the amount of \$1400.00 for UPWP traffic counts; **Cowan Group Engineering** in the amount of \$11,000.00 for structural engineering on Mid-America Pedestrian Bridge; **Crafton, Tull, & Associates** in the amount of \$261,800.00 for engineering services regarding SE 29<sup>th</sup> from Midwest Boulevard to Douglas reconstruction; **DLT Solutions** in the amount of \$1,987.00 for AutoCAD subscription; **ESRI, Inc** in the amount of \$20,000.00 for GIS software annual maintenance; **Firetrol** in the amount of \$605.00 for testing and inspection of fire alarm system and portable fire extinguishers; Fugro Geospatial in the amount of \$10,098.00 for digital orthophotography; **GMR & Associates** in the amount of \$6500.00 for groundwater monitoring in downtown development; **Holland Backhoe** in the amount of \$84,370.00 for SE 10<sup>th</sup> and Meade water line project; **HydroCad** in the amount of \$644.00 for HydroCad software maintenance; **IT Nexus** in the amount of \$2,000.00 for MapViewer maintenance; **Jacobs Engineering** in the amount of \$80,500.00 for pedestrian signal project; **Luckinbill Inc** in the amount of \$247,970.00 for SCIP water line/sewer line project; **MAC Systems** in the amount of \$216.00 to monitor fire alarms; **My ASL Interpreter** for sign language interpreting services upon City request as required by ADA; **ODOT** in the amount of \$806.00 for railroad crossing modification NE 10th from Sooner to Air Depot; **ODOT** in the amount of \$806.00 for railroad crossing modification Midwest Boulevard from NE 10<sup>th</sup> to NE 23<sup>rd</sup>; **ODOT** in the amount of \$428.00 for railroad crossing modification Douglas from NE 10<sup>th</sup> to NE 23<sup>rd</sup>; **ODOT** in the amount of \$34,316.20 for the City's share of construction plans for the Palmer Loop Trail and Mid-America Park Trail; **ODOT** in the amount of \$4153.00 for engineering services with RL Shears for Eastside Elementary; **Shoaid Nazir** for translating services upon City request as required by ADA; **Sign Language Resources Service** for sign language interpreting services upon City request as required by ADA; **Standley Systems** to lease a Savin MP C4502 at \$104.00 per month, inclusive of maintenance, per copy cost of \$0.0089 black and white images and \$0.05 color images; **TAP Architecture** in the amount of \$35,800 for design, engineering, and construction administration services regarding I-40 beautification; **TAP Architecture** in the amount of \$70,000.00 for Original Mile Park plans.

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Since all contracts expire at the end of each fiscal year, it is necessary to renew these contracts. The originals of these contracts are too voluminous to print in the agenda. If you would like to review a specific contract, they are in my office and available to you at your convenience.

Staff recommends approval.



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Billy Harless, AICP  
Community Development Director

BH:lkb



**City of Midwest City Police Department**  
100 N. Midwest Boulevard  
Midwest City, OK 73110  
Office 405.739.1320  
Fax 405.739.1398

**MEMORANDUM**

TO: Honorable Mayor and City Council

FROM: Brandon Clabes, Chief of Police

DATE: June 13, 2017

SUBJECT: Discussion and consideration of renewing the agreement with the Town of Jones for animal care services for fiscal year 2017-18.

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With the renewal of this agreement, the City of Midwest City will continue to house and care for the animals that the Town of Jones may bring to Midwest City's animal welfare facility for fiscal year 2017-18.

Staff recommends approval.

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Brandon Clabes  
Chief of Police

Attachment: Agreement



**THE CITY OF MIDWEST CITY  
ANIMAL WELFARE DIVISION  
AGREEMENT**

This Agreement is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the City of Midwest City, a municipal corporation, hereinafter referred to as "Midwest City," and the **Town of Jones**, hereinafter referred to as "Municipality." The purpose of this Agreement is to promote the health, safety and public welfare of the citizens of Midwest City and of Municipality, and to further promote the humane care, treatment and disposal of animals coming into the possession of either of the parties to this Agreement.

"DVM" shall mean Doctor of Veterinary Medicine. "Animal" shall mean all non-hoofed animals. "Livestock" shall mean all domestic hoofed animals. "Dogs" shall mean all canine domestic animals. "Cats" shall mean all feline domestic animals. "Disposal Only" shall mean that animals are to be disposed of upon entry. "D/A" shall mean dead animals.

NOW, THEREFORE, in consideration of the mutual covenants, promises and agreements hereinafter set forth, it is mutually agreed between the parties to this Agreement as follows:

1. Midwest City shall furnish an animal shelter on the site provided by Midwest City.
2. Midwest City agrees that it shall accept, at its shelter facility and give receipt for, all animals collected by Municipality and delivered to Midwest City by Municipality or those working under its direction. The hours of operation for acceptance are Sunday through Saturday 8:00 a.m. through 6:00 p.m. Municipality must make arrangements internally to accept unwanted/owned animals or strays found by citizens within its city limits. Midwest City shall not accept unwanted/owned or stray animals directly from citizens of Municipality.
3. Midwest City agrees that all activities relating to veterinary medicine and veterinary care given to animals in its custody shall be performed by or at the direction of a licensed doctor of veterinary medicine, in compliance with the Veterinary Practice Act of State of Oklahoma.
4. Midwest City agrees that, for the purpose of this Agreement, it shall maintain office hours for reclamation and adoption of animals from 8:00 a.m. to 6:00 p.m., Sunday through Saturday. Minor and/or seasonal changes by Midwest City shall be effective only following reasonable notification to Municipality.
5. Midwest City agrees that it shall, upon payment by the animal's owner of all applicable Midwest City animal reclamation fees and costs, release any animal in its custody to its owner or the owner's authorized representative subject to the following:

- a. Midwest City agrees that it will not release any dog or cat entrusted to it until the party receiving the dog or cat shall have complied with all the Oklahoma state statutes relating to vaccination. A vaccination receipt or a DVM's written or verbal acknowledgment is deemed compliance with the requirement for rabies vaccination.
- b. The requirement of rabies vaccination shall be waived for an animal upon the request of the owner's veterinarian in the case of a sick or injured animal.
- c. Municipality agrees that any fees incurred beyond the normal scope of Midwest City Animal Welfare policies and/or City of Midwest City ordinances are to be collected by Municipality from the person reclaiming the animal. Midwest City takes no responsibility for the collection of fees or issuance of citations on behalf of the Municipality.

6. Midwest City shall keep in its custody and properly care for dogs and cats licensed, tagged or with a known owner collected and delivered to Midwest City by Municipality for a period of seven (7) days unless sooner redeemed by the owner. Any dog or cat collected and delivered to Midwest City by Municipality whose owner is unknown (meaning a stray) shall be held for five (5) days unless sooner redeemed by its owner. D/A will be billed as required. Dogs and cats entered at the collected and delivered to Midwest City by Municipality for Disposal only will be humanely disposed of upon entry. Holidays shall not be counted for billing purposes. After the expiration of the required holding period, Midwest City shall dispose of animals as it deems fit and/or humane.

7. Midwest City agrees that it will provide proper food, water, shelter, care and other humane treatment for such animals while they are in its possession and until they are placed or otherwise disposed of by Midwest City.

8. Midwest City agrees that it will provide access to the public in seeking lost or stray animals during the hours scheduled in paragraph 4 above.

9. Midwest City and Municipality do hereby mutually agree that the following schedule of fees and charges shall apply to all animals received in the performance of the terms and conditions of this Agreement brought to Midwest City by Municipality as follows, with payment made by Municipality to Midwest City plus payment of charges as set forth in paragraph 6:

- a. One hundred and five dollars (\$105.00) per animal for dogs and cats. This fee includes up to seven (7) days of boarding as outlined in paragraph 6. There shall be an additional ten dollar (\$10.00) disposal fee for any animal that is not adopted or redeemed.
- b. Eight dollars (\$8.00) per additional day of boarding.

- c. Twenty dollars (\$20.00) per sick/injured animal for euthanasia. There shall be an additional ten dollar (\$10.00) fee for any animal that Municipality wants Midwest City to dispose of after being euthanized.
- d. Ten dollars (\$10.00) for incineration, or disposal of dead non-ungulated animals (D/A).
- e. Fifteen dollars (\$15.00) for incineration, or disposal of dead ungulated animals (D/A).

10. If the Animal Welfare supervisor deems, in his/her professional opinion, that the injury or illness of an owned or stray animal is of such a nature that the animal should be immediately euthanized for humane reasons, then Midwest City is authorized to euthanize the animal upon entry.

11. Midwest City shall collect and retain all reclamation/adoption and disposal fees, and shall keep proper financial records to account for them.

12. Municipality may have full information as to the methods, means and manner of the operation, maintenance and management of its animal shelter during the term of this Agreement, including inspection by appointment.

13. In the event Midwest City is required to keep and maintain animals delivered by Municipality in excess of the periods set out in Paragraph 6 of this Agreement because of a requirement of health officials, law enforcement officials, Municipality or court order, Municipality agrees to pay Midwest City the sum of eight dollars (\$8.00) per day for any day the animal is kept and maintained in excess of the requirement set out in Paragraph 6.

14. Midwest City shall have the right to refuse any animal due to health or overcrowding.

15. Midwest City shall keep full and accurate records of all animals brought to Midwest City and a record of their final disposition. It shall individually identify, mark or tag to effect an individual record of each animal received. A current copy of the records shall be open to inspection by Municipality. Midwest City will make every reasonable effort to notify the known owner of the animal including, but not limited to, mailing written notice to the owner.

16. On or before the tenth (10th) day of each month upon proper claim by Midwest City to Municipality, Municipality shall pay all fees to which Midwest City is entitled under the terms of this Agreement.

17. Municipality will provide Midwest City with complete copies of Municipality's animal control ordinances, and keep and maintain them at all times.

18. Municipality, upon delivery of animals to the shelter, shall unload the animals, locate a representative of Midwest City and assist in the proper intake procedures of vaccination,

de-fleaing, worming, etc. Municipality shall then enter the animals into the appropriate area of the shelter as specified by Midwest City. Municipality shall complete applicable entry forms prior to Midwest City's acceptance of any animals. Municipality shall have no responsibility in the handling of the animals after acceptance by Midwest City.

19. Municipality hereby agrees that any loss resulting from the performance of this Agreement shall be borne by it and, further, Municipality hereby agrees to indemnify and save forever harmless Midwest City and all of its officers and employees from any and all claims for damages of any kind or nature whatsoever which may hereafter be made against Midwest City or any of its officers or employees on account of any personal injury, animal injury, property damages or other losses or damages caused by the negligent acts of Municipality, its agents or employees. Nothing in this paragraph shall be deemed a waiver by Municipality of any provision of the Governmental Tort Claims Act, Title 51, Oklahoma Statutes, Section 151 *et seq.*

20. It is hereby agreed that this Agreement shall not be assigned by Municipality, in whole or in part, without the written consent of Midwest City.

21. It is hereby agreed that no waiver or modification of this Agreement shall be valid or admissible as evidence in any litigation proceeding unless such waiver or modification has been signed by the party sought to be charged with such waiver or modification.

22. It is hereby agreed that the breach of any of the terms of this Agreement shall be grounds for the party aggrieved thereby to terminate this Agreement if the violation is not corrected within thirty (30) days after written notice to the offending party.

23. The term of this Agreement shall be from the date of the acceptance by the governing bodies of Midwest City and of Municipality through the following 30<sup>th</sup> day of June. This Agreement may be renewed by the mutual consent of both parties received in writing at least thirty (30) days in advance of the termination date hereof. Said renewal shall be for the following fiscal year (July 1 through June 30). This Agreement may be renewed from year to year.

24. This Agreement may be terminated for any reason upon thirty (30) days written notice by either party to the other party.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the day and year first above written.

**CITY OF MIDWEST CITY**

\_\_\_\_\_  
Matthew D. Dukes II, Mayor

**ATTEST:**

\_\_\_\_\_  
Sara Hancock, City Clerk

Approved as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Philip W. Anderson, City Attorney

Approved by the governing body of Town of Jones, Oklahoma, on this 2nd day of May, 2017.

**TOWN OF JONES**

Ray Peaford  
\_\_\_\_\_  
Mayor

**ATTEST:**

Jammy A. Walker  
\_\_\_\_\_  
City Clerk

Approved as to form and legality this 2nd day of May, 2017.

Val Derol  
\_\_\_\_\_  
City Attorney



**City of Midwest City Police Department**  
100 N. Midwest Boulevard  
Midwest City, OK 73110  
Office 405.739.1320  
Fax 405.739.1398

**MEMORANDUM**

TO: Honorable Mayor and City Council

FROM: Brandon Clabes, Chief of Police

DATE: June 13, 2017

SUBJECT: Discussion and consideration of renewing the Jail Services Agreement for fiscal year 2017-18 with the Town of Jones, to provide labor and jail facilities to retain all prisoners who are placed into a confinement status by law enforcement officials at a rate of \$58.00 per day, plus a \$25.00 booking fee that will be applied to the daily compensation charge if the inmate is held longer than eleven (11) hours.

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The Midwest City Police Department requests the Council to renew the current agreement with the Town of Jones, to provide labor and jail facilities to retain all prisoners who are placed into a confinement status by law enforcement officials. This agreement will allow the Midwest City Police Department jail facility to hold adult prisoners for this town at a rate of \$58.00 per day, plus a \$25.00 booking fee that will be applied to the daily compensation charge if the inmate is held longer than eleven (11) hours. The terms of the agreement shall be from July 1, 2017 through June 30, 2018.

Staff recommends approval.

Brandon Clabes  
Chief of Police

Attachment: Agreement

**CITY OF MIDWEST CITY  
JAIL SERVICES AGREEMENT**

This Jail Services Agreement is made and entered into as of the 1<sup>st</sup> day of July 2017 by and between the **Town of Jones**, Oklahoma a municipal corporation (hereinafter referred to as “Jones”), and the City of Midwest City, Oklahoma, a municipal corporation (hereinafter referred to as “Midwest City”).

Whereas, this Agreement is made recognizing the provisions of 74 Oklahoma Statutes, § 192, as may be amended from time to time, and all rights as provided under the state and federal Constitutions; and

Whereas, Midwest City owns and operates a fully licensed and accredited jail facility located at 100 North Midwest Boulevard in Midwest City, Oklahoma (hereinafter referred to as the “Jail”); and

Whereas, the Oklahoma statutes and Midwest City charter authorize and allow Midwest City to contract to provide services pursuant to this Agreement;

NOW, THEREFORE, the parties, in consideration of the premises and the mutual covenants set forth below, do hereby agree as follows:

1. Term/Renewal.

- A. The term of this Agreement shall commence on this 1<sup>st</sup> day of July, 2017 at 12:01 a.m. and terminate at midnight on the 30<sup>th</sup> day of June, 2018. Billings will start upon receipt of prisoners.
- B. This Agreement may be renewed for successive one-year terms each to begin at 12:01 a.m. on July 1 and to terminate at midnight on June 30 of the following calendar year.

2. No Separate Legal Entity. No separate legal entity or organizations shall be deemed created by virtue of this Agreement.

3. Definitions.

- A. A “Jones prisoner” shall be defined as any prisoner incarcerated in the Jail solely on Jones municipal convictions and/or any other person that is otherwise held solely at the request of Jones police.
- B. A “hold for municipal/state prisoner” shall be defined as a prisoner arrested by a Jones police officer with or without a warrant for any alleged violation of state law. Hold for municipal/state prisoners will become Jones prisoners when all state charges have been declined or disposed of and the prisoner is being held only for

Jones municipal charge(s) or Jones municipal conviction(s), or otherwise held at the request of Jones police.

4. Purpose. The purpose of this Agreement is to provide for the incarceration of Jones prisoners and hold for municipal/state prisoners within the Jail, under the custody of Midwest City officials, and to otherwise coordinate booking and detention functions

5. Termination.

A. This Agreement may be terminated by either party for any reason or for no reason upon one hundred eighty (180) days written notice to the other party.

B. This Agreement may be terminated by any party for cause upon the passage of sixty (60) days, subsequent to the mailing of notice stating the cause and the requested cure, where cause has failed to be cured.

6. Compensation.

A. Jones's financial obligations under this Agreement shall be limited to the compensation described in this paragraph. As compensation for the services described in this Agreement, Jones agrees to pay Midwest City fifty-eight dollars (\$58.00) per day or 2.42 per hour, prorated to the closest hour interval, per Jones prisoner or hold for municipal/state prisoner per day the Jones prisoner or hold for municipal/state prisoner is held on behalf of Jones. A booking fee of twenty-five dollars (\$25.00) shall be assessed to each Jones prisoner upon entry into the jail. If the Jones prisoner is held longer than eleven (11) hours, the twenty-five dollar (\$25.00) booking fee shall be applied to the daily compensation charge. In consideration of which Midwest City will operate and maintain a fully licensed and certified jail facility and shall assume responsibility for the incarceration of Jones prisoners or hold for municipal/state prisoners therein consistent with applicable statutes of the state of Oklahoma and the laws of the United States of America for detention for violation of Jones municipal ordinances or Oklahoma state statutes, or otherwise held for Jones police.

B. Midwest City agrees to prepare and submit to Jones monthly statements no later than the 15<sup>th</sup> of each month following the month of the detention service on a claim form pursuant to statutory and charter requirements. Jones agrees to use due diligence to pay properly invoiced amounts within thirty (30) days of receipt.

7. Services. In exchange for the above compensation, Midwest City agrees to provide a jail facility that shall meet the standards set forth in 74 Oklahoma Statutes, § 192, as



may be amended from time to time, and all constitutional rights as provided by the state and federal Constitutions and provide the following services:

- A. Midwest City hereby assumes all detention and incarceration functions, consistent with applicable laws, for persons delivered to the Jail who are Jones prisoners or hold for municipal/state prisoners.
- B. Midwest City shall permit Jones law enforcement officers and Jones's agents, in the pursuance of their official duties, as approved by the Jones chief of police and Midwest City, to enter the Jail at any and all hours for the purpose of conducting official business in the course of investigative process including, but not limited to, taking custody and/or removing prisoners as necessary for official investigations. During such time, Jones assumes responsibility and liability for such prisoners until the return of the prisoners to the Jail.
- C. Midwest City shall allow Jones access, at all times, to Jones prisoners or hold for municipal/state prisoners. Jones assumes responsibility and liability for any and all prisoners or trustees upon their removal from the Jail by Jones until such time as they are returned to the Jail by Jones.
- D. Midwest City agrees to provide appropriate personnel, if available, to serve in the capacity of hospital guards for Jones prisoners or hold for municipal/state prisoners when admittance into a medical facility outside the Jail is required. Jones agrees to pay any costs incurred by Midwest City for the appropriate personnel serving as guards for Jones prisoners or hold for municipal/state prisoners when so required by the Jones Police Department.

8. Custody.

- A. For purposes of this Agreement, custody shall be deemed to pass from Jones to Midwest City upon Jones's presentation and Midwest City's acceptance of the documentation required by Midwest City for booking of prisoners. For compensation purposes, Jones's financial responsibility for Jones prisoners and hold for municipal/state prisoners shall begin upon the presentation of the necessary documentation to book a prisoner into the Jail.
- B. Midwest City agrees to accept and provide for the secure custody care and safekeeping of Jones prisoners and hold for municipal/state prisoners.
- C. Midwest City shall coordinate with municipal judges of Jones for the posting of bonds for those persons charged with violations of

Jones ordinances. All fines/bonds will be posted with the Jones municipal court clerk. Jones will be responsible for authorization of all own-recognition bonds on Jones prisoners. Jones municipal authorities shall coordinate with Midwest City for the purposes of conducting arraignments of prisoners on municipal charges.

- D. Midwest City agrees to release Jones prisoners and hold for municipal/state prisoners within two (2) hours of notification or authorization to release unless special circumstances prevent release within that time whereupon the release shall be done as soon as practicable. For compensation purposes, Jones's financial responsibility ends at release or two (2) hours after providing Midwest City notification or authorization to release a Jones prisoner or hold for municipal/state prisoner, whichever is earlier.

9. Medical Care.

- A. Jones will not present to the Jail but, rather, will take a prisoner who needs emergency medical care to an approved emergency medical care institution for treatment. Arrested persons who are not conscious, semi-conscious, bleeding, cannot answer questions concerning their health to the satisfaction of the Jail staff or who are otherwise in need of any medical care will be taken to an approved medical care institution for treatment prior to being presented for booking at the Jail.
- B. Once a prisoner is in the custody of Midwest City, Midwest City agrees to accept and provide for the secure custody, care and safekeeping of Jones prisoners and hold for municipal/state prisoners in accordance with the federal and state standards and laws, Jones ordinances and court orders applicable to the operations of the Jail.
- C. Midwest City agrees the compensation set out in paragraph 6 of this Agreement includes providing Jones prisoners and hold for municipal/state prisoners with the same level of care and services provided Midwest City prisoners. Jones agrees to provide transportation to and from medical facilities outside of the Jail for any Jones prisoner or hold for municipal/state prisoner by a law enforcement vehicle if the situation is not life-threatening and/or by other means including, but not limited to, ambulance transportation as the prisoner's medical condition requires.

10. Severable Liability.

- A. This Agreement shall not be construed as creating any agency or third party beneficiary agreements in any form or manner whatsoever.
- B. All parties herein shall be exclusively liable for loss resulting from its torts or the torts of its employees acting within the scope of their employment, subject to the limitations and exceptions specified in the Governmental Tort Claims Act, 51, Oklahoma Statutes, §§ 151-172, inclusive, as may be amended from time to time. All parties shall further be exclusively responsible for their own acts and/or the acts of their employees for any alleged violations of rights under the United States Constitution as required by law. Therefore, no party shall be liable for the acts or omissions of the other party.

11. Notices. All notices required under this Agreement shall be in writing and shall be mailed by certified mail, return receipt requested. to Jones and to Midwest City at the following addresses:

- |                              |  |
|------------------------------|--|
| If to Jones:                 | Town Clerk<br>Town of Jones<br>P.O. Box 720<br>Jones, Oklahoma 73049                                   |
| With a copy to police chief: | Chief of Police<br>Town of Jones<br>P.O. Box 720<br>Jones, Oklahoma 73049                              |
| If to Midwest City:          | City Clerk<br>City of Midwest City<br>100 North Midwest Boulevard<br>Midwest City, Oklahoma 73110      |
| With a copy to police chief: | Chief of Police<br>City of Midwest City<br>100 North Midwest Boulevard<br>Midwest City, Oklahoma 73110 |

12. Fiscal Limitations. The obligations of the parties to pay out funds pursuant to the terms of this Agreement are specifically subject to the appropriation of sufficient funds for said purpose under the laws of the state of Oklahoma.

13. Non-Assignability. This Agreement shall be non-assignable unless agreed to in writing by all of the parties hereto.

14. Severable. The provisions of this Agreement shall be considered severable and, in the event any part or provision shall be held void by a court of competent jurisdiction, the remaining parts shall then constitute the Agreement.

15. Laws and Regulations. This Agreement shall be subject to the Constitution and laws of the United States and state of Oklahoma; in particular, the provisions of 74 Oklahoma Statutes § 192, as may be amended from time to time, pertaining to minimum standards for jails shall specifically apply.

16. Multiple Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be deemed an original.

17. Inspections. Midwest City shall make available upon request any and all inspection reports concerning the Jail to the chief of police and city manager of Jones in a timely manner. This provision does not intend or create any liability and/or indicate that Jones has or exerts any control of or over the Jail but, rather, is expressly intended solely to allow monitoring of Jones prisoners, hold for municipal/state prisoners and jail standards.

18. Security. Jones personnel shall at all times comply with all security and confidentiality regulations provided to them in effect at the Jail. Information belonging to Midwest City will be safeguarded by Jones to the same extent as Jones safeguards its own information of like kind relating to its own operation, subject to disclosures required by law.

19. Transportation of Jones Prisoners. Jones hereby assumes responsibility for the transportation of Jones prisoners to all municipal court appearances and shall hereby coordinate with the Jones municipal judges for the posting of bonds for those persons charged with violations of Jones ordinances. Jones hereby assumes responsibility for the transportation of hold for municipal/state prisoners to the Oklahoma County Jail or other appropriate institution.

20. Amendments. Any amendments to this Agreement must be in writing and approved by the parties.

21. Complete Agreement. This Agreement is the complete agreement of the parties regarding matters addressed herein. No oral agreements or representations shall be considered binding on the parties.

PASSED AND APPROVED by the mayor and council of the City of Jones, Oklahoma on the 2nd day of May, 2017 and by the mayor and council of the City of Midwest City, Oklahoma the \_\_\_\_\_ day of \_\_\_\_\_, 2017.

**TOWN OF JONES, OKLAHOMA,**  
a municipal corporation

Ray Popcorn  
Mayor

ATTEST:

Jenny Waller  
City Clerk

Approved as to form and legality this 2nd day of May, 2017.

Val David  
City Attorney

**CITY OF MIDWEST CITY, OKLAHOMA,**  
a municipal corporation

\_\_\_\_\_  
Matthew D. Dukes II, Mayor

ATTEST:

\_\_\_\_\_  
Sara Hancock, City Clerk

Approved as to form and legality this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Philip W. Anderson, City Attorney



**Public Works Administration**  
**Vaughn Sullivan, Director**  
[vsullivan@midwestcityok.org](mailto:vsullivan@midwestcityok.org)  
**R. Paul Streets, Assistant Director**  
[rstreets@midwestcityok.org](mailto:rstreets@midwestcityok.org)  
8730 S.E. 15<sup>th</sup> Street,  
Midwest City, Oklahoma 73110  
O: 405-739-1060 /Fax: 405-739-1090

## MEMORANDUM

To: Honorable Mayor and Council

From: Vaughn K. Sullivan, Public Works Director

Date: June 13, 2017

Subject: Discussion and consideration of awarding the fiscal year 2017-2018 bid for traffic control maintenance to Midstate Traffic Control, Inc. who submitted the only bid meeting specification, at the prices as indicated on the attached bid tabulation sheet.

On Tuesday, May 30, 2017 at 2:00 p.m. the City of Midwest City opened the FY2017-18 bids for traffic control maintenance. Midstate Traffic Control, Inc. submitted the only bid. Midstate has been our traffic control maintenance contractor for many years and they have provided outstanding service.

In fiscal year 16-17 approximately \$110,000.00 was encumbered for traffic control maintenance.

Staff recommends approval.

Funds were budgeted and are available through the Street Department's contractual budget.

Vaughn K. Sullivan  
Public Works Director

Enc. Bid Tabulation Sheet

# BID TABULATION FOR TRAFFIC CONTROL MAINTENANCE

<b>Company</b>		
	Midstate Traffic Control, Inc 12501 N Santa Fe Oklahoma City, OK 73114 Len Scantling 405-751-6227 <a href="mailto:len@midstatetraffic.com">len@midstatetraffic.com</a>	Traffic & Lighting Systems Oklahoma City, OK 73114 Jim Davidson 405-524-1341 <a href="mailto:jim@TLSOKC.com">jim@TLSOKC.com</a>
<b>Base/Monthly Rate</b>	<u>\$4,543.00</u>	<u>No Bid</u>
<b>Calc Quarterly</b>		
<b>Signalized Intersection</b>	<u>\$79.25</u>	<u>No Bid</u>
<b>Signalized School Zone</b>	<u>\$22.00</u>	<u>No Bid</u>
<b>Okie Locate Rates (per Location)</b>		
<b>Emergency Rate</b>	<u>\$140.00</u>	<u>No Bid</u>
<b>Standard Rate</b>	<u>\$110.00</u>	<u>No Bid</u>
<b>Loop Installation Rate:</b>	Per LF <u>\$4.35</u>	Per LF <u>No Bid</u> Per LF
<b>Bulb Replacement Rates: (labor and equipment)</b>		
1 to 3 bulbs @ various locations	HR <u>\$75.00</u>	HR <u>No Bid</u> HR
4 or more @ various locations	HR <u>\$75.00</u>	HR <u>No Bid</u> HR
<b>Damage/Reconstruction/Modification</b>		
<b>Hourly rate per man</b>	HR <u>\$49.85</u> HR	HR <u>No Bid</u> HR
<b>Equipment Rates</b>	<u>Plus 24 %</u>	<u>No Bid</u>
<b>Materials Rate</b>	<u>Plus 15 %</u>	<u>No Bid</u>



**Public Works Administration**  
**Vaughn Sullivan, Director**  
[vsullivan@midwestcityok.org](mailto:vsullivan@midwestcityok.org)  
**R. Paul Streets, Assistant Director**  
[rstreets@midwestcityok.org](mailto:rstreets@midwestcityok.org)  
8730 S.E. 15<sup>th</sup> Street,  
Midwest City, Oklahoma 73110  
O: 405-739-1060 /Fax: 405-739-1090

MEMORANDUM

To: Honorable Mayor and Council

From: Vaughn K. Sullivan, Community Services Director

Date: June 13, 2017

Subject: Discussion and consideration of reappointing, the Mayor's appointee Mr. David Clampitt, for another 3 year term to the Midwest City Park Board.

On May 10, 2017 the Park Board term of Mr. David Clampitt ended. Mr. Clampitt has indicated he wishes to be reappointed.

Staff recommends approval.

Vaughn K. Sullivan  
Community Services Director





Economic Development Department  
100 N. Midwest Boulevard  
Midwest City, OK 73110  
Office: (405) 739-1218  
[rcoleman@MidwestCityOK.org](mailto:rcoleman@MidwestCityOK.org)

MEMORANDUM

TO: Honorable Mayor and Council

FROM: Robert Coleman, Director of Economic Development

DATE: June 13, 2017

SUBJECT: Discussion and consideration of 1) confirming the Mayor's reappointment of Steve Parrott to continue to serve as a Midwest City Urban Renewal Authority commissioner for an additional three-year term; and 2) to confirm the Mayor's appointment of Sherry Beard to fill the unexpired term of Carol Judd, until July 31, 2018, who has resigned due to a move.

---

Mr. Steve Parrott's current term on the Urban Renewal Authority (the Authority) expires on July 31, 2017. Mr. Parrott has indicated that he would like to continue to serve on the Authority and the Mayor has chosen to nominate him for another three-year term.

On May 11, 2017, Ms. Carol Judd submitted a letter of resignation from the Authority due to a relocation outside the Midwest City limits. Mayor Dukes has chosen Ms. Sherry Beard to fill the vacancy. Ms. Beard has indicated that she would like to serve on this Authority.

Staff recommends the appointments.

A handwritten signature in black ink that reads "R. Coleman".

---

Robert B. Coleman  
Director of Economic Development



DISCUSSION ITEMS





# THE CITY OF MIDWEST CITY

## MEMORANDUM

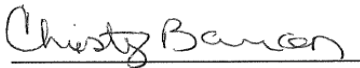
TO: Honorable Mayor and Council

FROM: Christy Barron, Finance Director

DATE: June 13, 2017

SUBJECT: Public hearing with discussion and consideration of adopting a resolution approving the City of Midwest City, Oklahoma budget for fiscal year 2017-2018 in the amount of \$90,932,255 and establishing budget amendment authority.

The budget for fiscal year 2017-2018 is being submitted for adoption. There has been due diligence on the part of the Council and Administration to provide the attached budget message, budget summary and resolution. Additional information by fund and department can be seen in the appendix of this agenda. Budget meetings were held May 3<sup>rd</sup> and May 22<sup>nd</sup> with Council. As required by state law, a public hearing will be held prior to adoption. Staff recommends that the budgets be adopted by resolution at the department level as discussed in the budget meeting with adjustments.



Christy Barron  
Finance Director

Attachments: Proposed Resolution

Appendix including:  
City Manager's Transmittal Memo  
Budget Summary  
Additional information by fund and department

100 N. Midwest Boulevard - Midwest City, Oklahoma 73110  
(405) 739-1245 - FAX (405) 739-1247 - (TDD) (405) 739-1359  
*An Equal Opportunity Employer*

**MIDWEST CITY, OKLAHOMA  
RESOLUTION NO. 2017-\_\_\_\_\_**

**A RESOLUTION APPROVING THE CITY OF MIDWEST CITY, OKLAHOMA  
BUDGET FOR THE FISCAL YEAR 2017-2018 AND ESTABLISHING BUDGET  
AMENDMENT AUTHORITY**

**WHEREAS,** The City of Midwest City has adopted the provisions of the Oklahoma Municipal Budget Act (the Act) in 11 O.S., Section 17-201 through 17-216; and

**WHEREAS,** The Chief Executive Officer has prepared a budget for the fiscal year ending June 30, 2018 (FY 2017-2018) consistent with the Act; and

**WHEREAS,** The Act in Section 17-215 provides for the Chief Executive Office of the City, or designee, as authorized by the governing body, to transfer any unexpended and unencumbered appropriation from one department to another within the same fund; and

**WHEREAS,** The budget has been formally presented to the City of Midwest City Council at least 30 days prior to the start of the fiscal year in compliance with Section 17-205; and

**WHEREAS,** The City of Midwest City Council has conducted a public hearing at least 15 days prior to the start of the fiscal year, and published notice of the public hearing in compliance with Section 17-208 of the Act; and

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

SECTION 1. The City Council of the City of Midwest City does hereby adopt the FY 2017-2018 Budget on the 13<sup>th</sup> day of June 2017 with total resources available in the amount of \$90,932,255 and total fund/departmental appropriations in the amount of \$90,932,255. Legal appropriations (spending/encumbering) limits are hereby established as follows:

***General Fund:***

Departments-Divisions:	
City Manager (010-0110)	\$ 477,202
City Clerk (010-0211)	\$ 94,014
Human Resources (010-0310)	\$ 443,787
City Attorney (010-0410)	\$ 54,201
Community Development (010-0510)	\$ 1,906,877
Park & Recreation (010-0610)	\$ 596,228
Finance (010-0810)	\$ 677,772
Street/Parks (010-0910)	\$ 2,933,686
Animal Welfare (010-1010)	\$ 434,491
Municipal Court (010-1210)	\$ 491,762

General Government (010-1410)	\$ 1,174,153
Neighborhood Services (010-1510)	\$ 1,234,502
Information Technology (010-1610)	\$ 553,497
Emergency Management (010-1810)	\$ 994,479
Swimming Pools (010-1910)	\$ 292,598
Transfers Out (010-0000)	\$25,793,324
Police Fund (020-62/10-20):	\$12,986,942
Fire Fund (040-64/10-20):	\$10,565,922

***Special Revenue:***

General Government Sales Tax (009)	\$ 516,426
Street and Alley (013-0910)	\$ 480,000
Technology (014-1415)	\$ 493,671
Street Lighting Fee (015)	\$ 250,000
Reimbursed Projects (016-1410/3710/4820)	\$ 106,782
Juvenile (025-1211)	\$ 106,633
Police Special Projects – Seizures (030-6200)	\$ 16,375
Police Special Projects - Misc. (031-6200)	\$ 14,600
Police Federal Projects (033-6200)	\$ 24,500
Police Lab Fees (034-6210)	\$ 16,900
Employee Activity (035-3800)	\$ 9,650
Police Jail (036-6230)	\$ 155,990
Police Impound Fees (037-6240)	\$ 33,692
Welcome Center (045-7410)	\$ 215,449
Convention & Visitors Bureau (046-0710/8710)	\$ 354,446
Emergency Operations (070-2100)	\$ 495,900
Activity (115):	
Parks (115-23/15-20)	\$ 58,907
Recreation (115-78/10-22)	\$ 158,091
Parks and Recreation (123):	
Park & Recreation (123-0610)	\$ 563,157
Parks (123-2310)	\$ 10,000
CDBG (141-39/01-99)	\$ 512,586
Grants/Housing Activities (142-37/10-30)	\$ 265,500
Federal & State Grants (143):	
Emergency Operations (143-2100)	\$ 15,000
Downtown Redevelopment (194-92/10-50)	\$ 1,517,160
Urban Renewal (201-9310)	\$ 50,500
Animals Best Friends (220-1000)	\$ 24,750
Hotel/Motel Tax (225-8700)	\$ 587,010
Court Bonds (235-0000)	\$ 1,640
Disaster Relief (310-8810)	\$ 295,153

***Debt Service:***

General Obligation Street Bond (350-0000) \$ 384,476

***Capital Projects:***

General Fund Capital Outlay Reserve (011) \$ 107,500  
Police Capitalization (021-62/10-99) \$ 443,096  
Fire Capitalization (041-64/10-99) \$ 361,000  
Dedicated Tax (065-6600) \$ 365,662  
Capital Improvements (157-5700) \$ 605,000  
G.O. Bond Debt Service (269-6910) \$ 569,816  
Sales Tax Capital Improvements (340-8050) \$ 5,463,356

***Internal Service:***

Public Works Administration (075-3010) \$ 967,872  
Fleet Maintenance (080-2510) \$ 2,661,513  
Surplus Property (081-2610) \$ 50,503  
Risk Management (202-29/10-30) \$ 2,234,816  
L & H Benefits (240-0310) \$ 7,585,359

***Proprietary:***

Mobile Home Park (017-1710) \$ 76,381

SECTION 2. The City Council does hereby authorize the City Manager to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2017-2018, from one line item to another, one object category to another within a department, or one department to another within a fund, without further approval by the City Council.

SECTION 3. All supplemental appropriations or decrease in the total appropriation of a fund shall be adopted at a meeting of the City Council and filed with the State Auditor and Inspector.

PASSED AND APPROVED by the Mayor and Council of the City of Midwest City, Oklahoma, this 13<sup>th</sup> day of June, 2017.

CITY OF MIDWEST CITY, OKLAHOMA

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

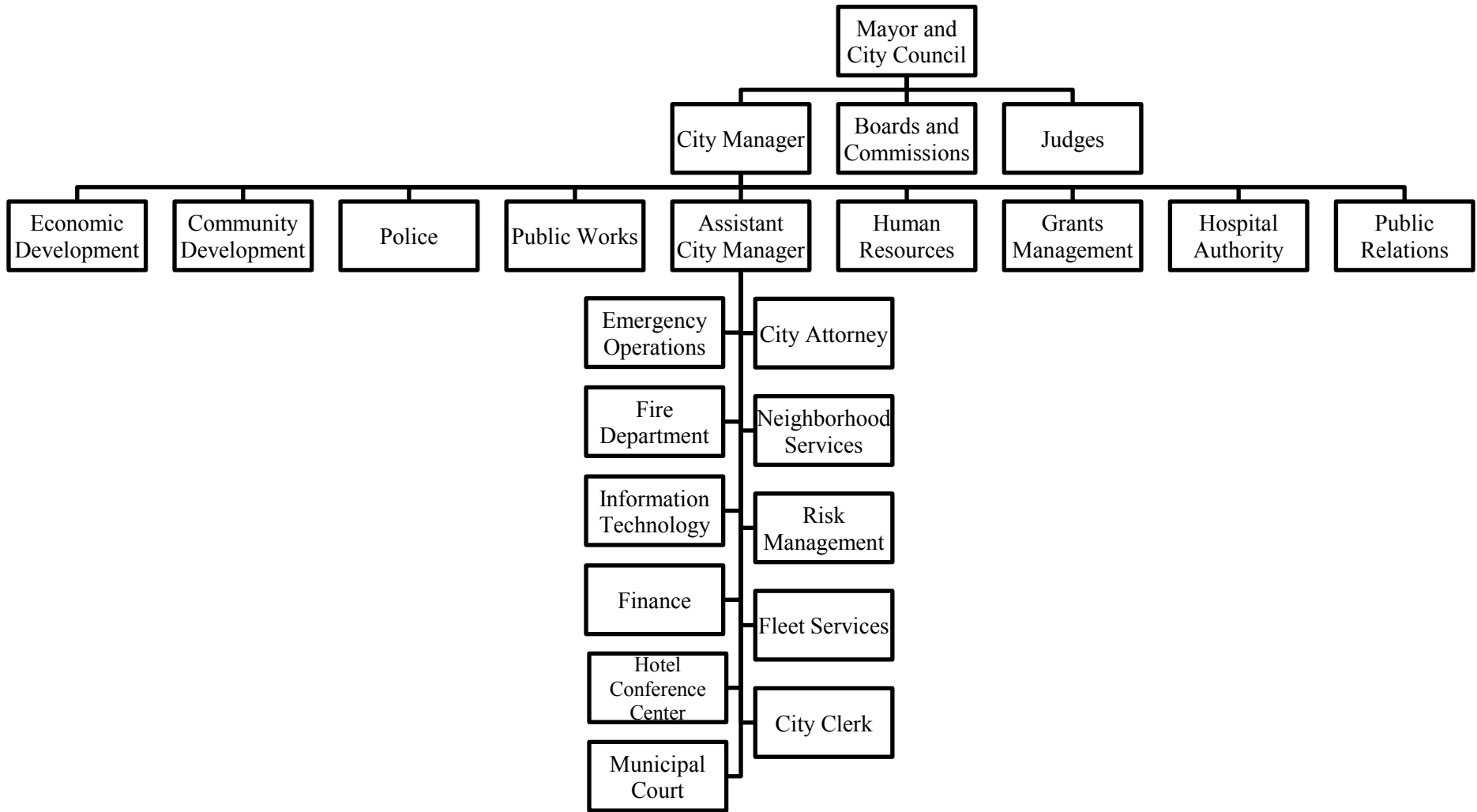
APPROVED as to form and legality this 13<sup>th</sup> day of June, 2017.

\_\_\_\_\_  
City Attorney



Appendix for FY17-18 Budget  
June 13th Council Meeting





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**Fiscal Year 2017-2018**

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**City Manager**

100 N. Midwest Boulevard  
Midwest City, OK 73110

[ghenson@midwestcityok.org](mailto:ghenson@midwestcityok.org)

Office: 405.739.1204/Fax: 405.739.1208

[www.midwestcityok.org](http://www.midwestcityok.org)

To: Honorable Mayor and Council  
From: Guy Henson, City Manager  
Date: June 13, 2017  
Ref: Proposed Operating and Capital Budgets for Fiscal Year 2017-2018

---

Presented herewith are the proposed operating and capital budgets for Fiscal Year (FY) 2017-2018. In all, they represent expenditures of nearly \$144,823,278, which includes \$48,304,635 of inter/intra fund transfers. The City's operating budgets seek to reflect and implement the City's Mission Statement, "It is the mission of the City to maximize the quality of life for our citizens through professional services, proper management of existing resources and appropriate planning."

### **Overall**

The FY 2017-18 General Fund reflects revenues that will be 1% higher than our year-end estimates for FY 2016-17. We project General Fund revenues of \$37,506,461. Sales and use taxes represent approximately 78% of total revenues in the General Fund. The second major sources of revenue into the General Fund are intra fund transfers from various enterprise accounts, including the Water, Sewer, Sanitation and Stormwater Funds. In FY 2016-17, the total transfer amount from these was \$2,326,401. In 2017-18, this was increased by \$425,000 and reflects the first increase in transfers since 2002. In addition, \$500,000 was transferred into the General Fund from the Hospital ROR/In Lieu/Miscellaneous, and Downtown Funds. Of this total revenue, \$17,465,237 is transferred to the Police and Fire Department budgets. This, along with other earmarked sales tax and miscellaneous revenue, will fund this year's Police Department operating and capital budgets of \$13,616,845. The Fire Department's operating and capital budgets will be \$10,716,922.

### **Police Department**

Over the past seven fiscal years, the number of sworn officers (excluding the Police Chief and Assistant Police Chief) has remained relatively constant with 93 officers from FY 2010-11 through FY 2012-13, 94 officers in FY 2013-14, and 92 officers from FY 2014-15 through FY 2016-17. Next year's budget also provides for 92 sworn officers. Otherwise, staffing levels for the balance of the Department remains the same with full-time personnel at 120.51.

### **Juvenile Program**

An organizational change should be noted regarding the juvenile program (Fund 25). Due to lagging revenue and a reduced number of citations, the Juvenile Compliance Coordinator's position and the Municipal Court Clerk's position was merged. The former Municipal Court Clerk retired thus giving us an opportunity to evaluate this reorganizational opportunity with the end-mission of financially propping up the Juvenile Program to meet future demand for services. A full-time juvenile probation officer continues to be fully funded.

### **Fire Department**

In FY 2016-17, staffing was increased by four. This year the Public Education Specialist position was eliminated and the Communication Coordinator's position (.27%) was moved to another department to help reduce departmental expenditures. Otherwise, staffing remains the same. Of a total department of 83 staff, 75 are dedicated for suppression.

### **Water/Sewer/Infrastructure**

Improvements to the City's water distribution system will continue this year. Funds have been budgeted to prepare engineering plans for a new water tower near the intersection of S.E. 29<sup>th</sup> and Hiwassee. In addition, the existing tower at the Water Treatment Plant will be repainted. Distribution extensions to the eastside of the community will continue and several gaps in the water distribution systems will be closed.

The Water Resource Recovery Facility was officially opened in May of 2015. This facility provides the City with updated wastewater treatment capability for the next 25 years. The Facility also includes composting. This eliminates the need to treat, test and transport liquid and solid sludge to permitted agricultural sites in northeast Oklahoma City.

### **Streets**

A number of street projects were initiated in FY 2016-17 and are under construction throughout the City. The widening of S.E. 15<sup>th</sup> Street from Lynn Fry Dr. to Anderson Road and improvements to S.E. 15<sup>th</sup> Street from Midwest Blvd. to Oelke are currently under construction. Two additional major streets are scheduled in FY 2017-18: 1) the rotomill and overlay of Douglas between S.E. 4<sup>th</sup> Street and N.E. 10<sup>th</sup> Street, and 2) the reconstruction of S.E. 29<sup>th</sup> Street between Midwest Boulevard and Douglas Boulevard.

### **Trails and Sidewalks**

In our efforts to promote walkability and a more healthy community, additional trail projects will be funded this year. A new trail on the south side of S.E. 29<sup>th</sup> Street from Sooner Road to Air Depot will be installed and will connect to existing pedestrian facilities at both locations. In addition, an extension of the Solider Creek Trail north to Mid-America Park will be installed. Both of these projects will be funded with assistance of Federal/State funds earmarked for this purpose.

### **Midwest City Memorial Hospital Authority**

The Midwest City Memorial Hospital Authority (Hospital Authority) investment value as of April 30, 2017 was \$82,197,719. The budget proposes \$450,000 in grants. Other funds in the amount of \$3,150,000 have also been set aside for a Tax Increment Financing District project.

### **Health Benefits**

The City's self-funded Health Plan is a very important component of our overall benefits package. This year we continue to infuse revenue (\$350,000) into the various City budgets to help funding of retiree health insurance. As in the past, the City pays the Dental and Life Insurance premiums for all active employees. The City's wellness program continues to benefit our employees through education, activities, and programs designed to promote a healthy workforce.

### **Quality of Life/Parks/Events**

As we continue to compete with other communities in the metropolitan area, it is important that we undertake programs and projects that enhance the quality of life in our community. Special events are very valuable in building community identity. The following are those events which help make us a great community:

- Made in Oklahoma Festival
- Mid-America Street Fest
- 4th and 5th grade Dance
- Fourth of July Tribute to Liberty
- Tinker Inter Tribal Council Pow Wow
- Mommy/Son Beach Party
- Daddy/Daughter Dance
- Cruise in for Coffee
- Fall Concert Series
- Midwest Summer Fest
- Veterans Day Parade
- Renaissance Run and Nightlight Run
- Martin Luther King Prayer Breakfast
- Holiday Lights Spectacular
- Christmas Tree Lighting
- Storyland Christmas
- Covered in Color – Sidewalk Chalk Event
- Summer Lunchtime & Tunes
- Trick or Treat City
- Splash N’ Dash
- Catfish RoundUp

In support of our active neighborhood associations and other needs within the community, the City will continue the services offered at the Charles J. Johnson, Neighborhood Services offices and at the Neighborhoods In Action Office. This year, in conjunction with the Boy’s and Girl’s Club of Oklahoma County, we will continue to offer a year-round program based at Telestar Elementary.

### **Economic Development**

Economic development initiatives across a broad spectrum will continue in the FY 2017-18 year. As in the past, the City will support the Midwest City Chamber of Commerce’s efforts in organizing and implementing Tinker and The Primes, a requirements symposium, held at the Reed Center. The symposium connects businesses and government agencies in the aerospace industry.

The City’s Economic Development Director (the Director) continues to promote retail, office, and industrial development opportunities throughout the City. A new commercial center was recently completed and contains a new Hobby Lobby, Academy, and three outparcels at the northeast corner of S.E. 15<sup>th</sup> Street and Sooner Road. This development will be expanded to the east and will include a new Warren Theatre.

The Director continues to actively work with the current owner of Heritage Park Mall on redevelopment options. A study of the structure and its condition was undertaken in FY 2016-17, funded by a Hospital Authority grant, and the condition of the Mall will be monitored in FY 2017-18. The Director continues to manage the development of Solider Creek Industrial Park (SCIP). In FY 2016-17, SCIP was certified as a site ready industrial park by the Oklahoma Department of Commerce.

Plans for improvements in the Original Square Mile continue to move forward. An advisory committee is recommending a pilot project to include street improvements, sidewalks, lighting, housing, park design, potential land acquisition, and creation of special urban overlay district to encourage improvements to the housing stock.

**Salary and Benefits**

This year's budget provides for merit increases and these are included in the budget numbers for each Department. Negotiations are on-going with the FOP. The IAFF has agreed to roll the existing contract. No cost-of-living increases are contemplated for the balance of the City workforce.

**Cost Increases**

We will continue to closely monitor all our sources of revenues and expenditures. The City Manager's Report, presented once a month in the City Council Agenda, provides a report by Fund on the current financial condition of the City and its Trusts. This year the City Council has approved a Water rate increase of \$0.50 increase to the minimum rate (0-2,000 gallon) and a \$0.05 increase for each 1,000 gallon over the minimum rate. A Sanitation increase has also been approved for residential service by \$0.35 per month and commercial service by \$1.43 per month.

**Summary**

In FY 2016-17, the General Fund revenue was approximately \$850,000 less than projected. Several new commercial projects will open in FY 2017-18 and may increase the City's revenue. In addition, Amazon began remitting sales tax in March of 2017. While these will be beneficial to the City's income stream, it can be difficult to project the full extent of these benefits. It may take a full year of revenue to evaluate the true impact of these new revenue sources to the City.

As has been the practice in this community for many years, City administration will continue to closely monitor our local economy as well as those in our sphere of influence. In addition to pursuing new economic development opportunities it is equally important to preserve and strengthen our existing businesses. All of this is critical if the City is to continue providing the level of municipal services our residents deserve and to support its highly qualified workforce. Even though each year brings new challenges, by working together these challenges can be met and the community made a better place in which to live and work.



J. GUY HENSON, AICP, City Manager



BUDGET SUMMARY FOR FISCAL YEAR 2017-2018

FUND BUDGET SUMMARY FY 2017-2018	General	Police	Fire	Proprietary	Internal Service	Capital Projects	Special Revenue	G. O. Debt Svc	Total
<b>REVENUE SOURCES:</b>									
Taxes	22,985,448	2,729,167	2,216,647	-	-	6,410,979	3,216,493	342,532	37,901,266
License & Permits	360,851	-	10,001	25,302	-	113,217	21,622	-	530,993
Miscellaneous Revenue	202,046	2,717	11,857	67,116	91,049	-	285,599	-	660,384
Investment Income	88,470	23,468	21,635	254,703	88,087	107,438	3,000,021	7,726	3,591,548
Charges for Services	468,669	-	22,304	28,973,291	12,984,814	-	2,751,682	-	45,200,760
Fines and Forfeitures	1,364,728	16,607	-	-	-	49,746	217,246	-	1,648,327
Intergovernmental	461,937	-	-	-	-	-	484,946	-	946,883
Proceeds from Loan	-	-	-	65,063	-	-	47,120	-	112,183
<b>Total Revenue</b>	<b>25,932,149</b>	<b>2,771,959</b>	<b>2,282,444</b>	<b>29,385,475</b>	<b>13,163,950</b>	<b>6,681,380</b>	<b>10,024,729</b>	<b>350,258</b>	<b>90,592,344</b>
Transfer In - Inter	11,574,312	9,814,127	7,934,063	15,751,222	135,037	359,614	1,243,668	-	46,812,043
Transfer In - Intra	-	-	-	-	-	-	1,492,592	-	1,492,592
Gain / (Use) of Fund Balance	(646,112)	(400,856)	(349,415)	(545,362)	(201,076)	(874,436)	(2,874,824)	(34,218)	(5,926,299)
<b>AVAILABLE FUNDING</b>	<b>38,152,573</b>	<b>12,986,942</b>	<b>10,565,922</b>	<b>45,682,059</b>	<b>13,500,063</b>	<b>7,915,430</b>	<b>15,635,813</b>	<b>384,476</b>	<b>144,823,278</b>
<b>EXPENDITURES:</b>									
Managerial	477,202	-	-	-	-	-	-	-	477,202
City Clerk	94,014	-	-	-	-	-	-	-	94,014
Human Resources	443,787	-	-	-	-	-	-	-	443,787
City Attorney	54,201	-	-	-	-	-	-	-	54,201
Community Development	1,906,877	-	-	-	-	-	-	-	1,906,877
Parks, Recreation & Tourism	596,228	-	-	-	-	-	790,154	-	1,386,382
Finance	677,772	-	-	-	-	-	-	-	677,772
Street/Parks	2,933,686	-	-	-	-	935,478	480,000	-	4,349,164
Animal Welfare	434,491	-	-	-	-	-	-	-	434,491
Municipal Court	491,762	-	-	-	-	-	-	-	491,762
General Government	1,174,153	-	-	417,960	-	717,577	1,178,011	-	3,487,701
Juvenile	-	-	-	-	-	-	106,633	-	106,633
Neighborhood Services	1,234,502	-	-	-	-	-	-	-	1,234,502
Information Technology	553,497	-	-	-	-	-	493,671	-	1,047,168
Emergency Management	994,479	-	-	-	-	-	445,546	-	1,440,025
Swimming Pools	292,598	-	-	-	-	-	-	-	292,598
Police	-	12,886,942	-	-	-	443,096	286,807	-	13,616,845
Fire	-	-	10,355,922	-	-	361,000	-	-	10,716,922
Sanitation	-	-	-	4,772,587	-	-	-	-	4,772,587
Water	-	-	-	7,527,308	-	-	-	-	7,527,308
Wastewater	-	-	-	6,093,018	-	-	-	-	6,093,018
Golf	-	-	-	1,132,718	-	-	-	-	1,132,718
Hotel/Conference Center	-	-	-	5,010,736	-	-	-	-	5,010,736
FF&E Reserve	-	-	-	361,000	-	-	-	-	361,000
Grants	-	-	-	-	-	-	778,086	-	778,086
Fleet Maintenance	-	-	-	-	2,661,513	-	-	-	2,661,513
Surplus Property	-	-	-	-	50,503	-	-	-	50,503
Public Works Administration	-	-	-	-	967,872	-	-	-	967,872
Debt Service	-	-	-	6,516,788	-	-	-	376,750	6,893,538
Self Insurance - Vehicle, Prop, GL & WC	-	-	-	-	2,234,816	-	-	-	2,234,816
29th Street Redevelopment	-	-	-	-	-	-	565,779	-	565,779
Life and Health Insurance	-	-	-	-	7,585,359	-	-	-	7,585,359
Drainage	-	-	-	536,034	-	-	-	-	536,034
Mobile Home Park	-	-	-	76,381	-	-	-	-	76,381
Welcome Cntr & CVB-Economic Development	-	-	-	-	-	-	569,895	-	569,895
Hospital	-	-	-	-	-	-	6,367,754	-	6,367,754
Urban Renewal	-	-	-	-	-	-	50,500	-	50,500
Economic Development	-	-	-	25,200	-	-	-	-	25,200
<b>Total Expenditures</b>	<b>12,359,249</b>	<b>12,886,942</b>	<b>10,355,922</b>	<b>32,469,730</b>	<b>13,500,063</b>	<b>2,457,151</b>	<b>12,112,836</b>	<b>376,750</b>	<b>96,518,643</b>
Transfers Out - Inter	25,793,324	100,000	210,000	13,212,329	-	5,458,279	2,030,385	7,726	46,812,043
Transfers Out - Intra	-	-	-	-	-	-	1,492,592	-	1,492,592
<b>TOTAL</b>	<b>38,152,573</b>	<b>12,986,942</b>	<b>10,565,922</b>	<b>45,682,059</b>	<b>13,500,063</b>	<b>7,915,430</b>	<b>15,635,813</b>	<b>384,476</b>	<b>144,823,278</b>

To be adopted by Resolution at the department level.

**FUND: GENERAL GOVERNMENT SALES TAX (009)**  
**DEPARTMENT: VARIOUS**  
**DEPARTMENT HEAD: GUY HENSON**

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
MATERIALS & SUPPLIES	4,555	-	-	-
OTHER SERVICES	138,911	164,079	144,861	254,248
CAPITAL OUTLAY	661,143	1,544,325	1,544,325	262,178
TRANSFERS OUT	-	97,300	97,300	-
<b>TOTAL</b>	<b>804,610</b>	<b>1,805,704</b>	<b>1,786,486</b>	<b>516,426</b>

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
TAXES	431,434	431,457	419,423	422,829
INTEREST	44,874	43,209	31,834	29,024
MISCELLANEOUS	71,336	33,938	34,411	8,500
TRANSFER IN	133,290	15,000	15,000	7,726
<b>TOTAL</b>	<b>680,934</b>	<b>523,604</b>	<b>500,668</b>	<b>468,079</b>

BUDGETARY	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	1,409,379	1,088,086	443,765	2,053,701	6/30/15
6/30/2015	2,053,701	680,934	804,610	1,930,025	6/30/16
6/30/2016	1,930,025	500,668	1,786,486	644,207	6/30/17 - EST
6/30/2017	644,207	468,079	516,426	595,861	6/30/18 - EST

**FY 11-12**

*New Fund created under Ordinance 3145. Funding from sales tax effective January 1, 2012. Restricted for operating & capital outlay of the General Fund Departments.*

**CONTRACTUAL (30-40) FY 16-17**

Survey Monuments (Comm. Dev.)	4,800
Digital Orthophotos (Comm. Dev.)	10,000
GIS Consulting Services (Comm. Dev.)	8,000
Website Hosting (City Mgr)	6,000
Regional Transit Dialogue (City Mgr)	57,675
Civic Plus Mobile App (Dev & Annual Fee) (City Mgr)	7,450
Constant Contact Subscription (General Gov't)	2,400
Archive Social Media (City Mgr)	4,800
Video Production/Editing (City Mgr)	8,000
<b>TOTAL</b>	<b>109,125</b>

**FINAL BUDGET 2017-2018**

**OTHER SERVICES & CHARGES**

30-40 CONTRACTUAL	230,200
30-43 HARDWARE/SOFTWARE MAINTENANCE	23,548
30-86 AUDIT (SALES TAX)	500
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>254,248</b>

**CAPITAL OUTLAY**

40-01 VEHICLES	112,000
40-02 EQUIPMENT	123,428
40-14 REMODEL	3,600
40-49 COMPUTERS	13,150
40-50 SOFTWARE	10,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>262,178</b>

**TOTAL DEPARTMENT REQUEST**

**516,426**

*See schedule for detail of capital items by department*

**CONTRACTUAL (30-40) FY 17-18**

Tower Maintenance & Upgrades (I.T.)	30,000
Arc GIS Online 50 Named User (Com Dev)	5,000
GIS Consulting Services (Com Dev)	10,000
Survey Monuments (Com Dev)	4,800
Cityworks PLL Implementation (Com Dev)	92,700
Cityworks PLL Software (Com Dev)	30,000
Cityworks Laserfiche (Com Dev)	10,000
City Works Software & Implem. (NH Svc)	47,700
<b>TOTAL</b>	<b>230,200</b>

**TRANSFERS IN DETAIL**

Sinking Fund (350)	7,726
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(CONTINUED)

**FUND: GENERAL GOVERNMENT SALES TAX (009)**  
**DEPARTMENT: VARIOUS**  
**DEPARTMENT HEAD: GUY HENSON**  
**PAGE TWO**

**CAPITAL OUTLAY FY 17-18**

Laserfiche Software	HR	10,000
Laptop	HR	1,500
Computer Monitor	CTY ATNY	250
(8) Portable Radios	COM DEV	12,628
Distance Measurer	COM DEV	600
(3) I-Pads	COM DEV	1,800
Desktop Computers	COM DEV	4,000
(3) I-Pads for Inspectors	COM DEV	1,500
Autoflush Valves	COM DEV	3,600
Replacement Computer Monitors	FIN	400
(2) Computer Upgrades	FIN	500
(5) Office Chairs	FIN	800
Top Dresser/Compost Spreader -2nd yr	ST	15,000
Asphalt Truck/Hot Box-2nd yr	ST	45,000
Weedeaters/Edgers, etc	ST	2,200
3/4 Ton Pickup	ST	34,000
Zero Turn Mower	ST	7,000
Computer	ST	1,200
Transport Truck - \$20,000 funded in Fund 220	AW	33,000
Teller Window Chairs	CRT	1,500
(2) I-Pads	NH SVC	2,000
(2) Radios	NH SVC	4,000
IBM Power8 Server	IT	34,700
Dell Poweredge R7xx Server	IT	15,000
Fiberoptic Network Line - PWA to Fleet	IT	15,000
Dell Poweredge R7xx Server (Disaster Rec Site)	IT	15,000
<b>TOTAL</b>		<b>262,178</b>

PROPOSED 06/13/2017

FUND: GENERAL (010)  
 DEPARTMENT: 00 TRANSFERS OUT  
 DEPARTMENT HEAD: GUY HENSON

	ACTUAL	AMENDED	ESTIMATED	
INTERFUND TRANSFERS (010-00)	2015-2016	BUDGET	ACTUAL	BUDGET
		2016-2017	2016-2017	2017-2018
GEN GOVT SLS TAX (009)	34,921	-	-	-
POLICE (020)	9,647,226	9,618,972	9,214,384	9,602,612
POLICE - WARRANT OFFICERS (020)	98,572	98,572	98,572	98,572
EMPLOYEE ACTIVITY (035)	7,500	7,500	7,500	7,500
CDBG (141-039)	147,126	155,290	155,082	159,046
CAP IMP REVENUE BONDS (250)	8,291,332	8,290,348	8,041,638	8,124,541
JUVENILE (025)	25,000	42,000	42,000	37,000
FIRE (040)	7,800,126	7,777,281	7,469,829	7,764,053
REIMBURSED PROJECTS (016)	-	10,000	10,000	-
STREET AND ALLEY (013)	-	250,000	250,000	-
<b>TOTAL</b>	<b>26,051,802</b>	<b>26,249,963</b>	<b>25,289,005</b>	<b>25,793,324</b>

**FINAL BUDGET 2017-2018**

TRANSFERS OUT	
80-20 POLICE	9,602,612
80-62 POLICE - WARRANT OFFICERS	98,572
80-35 EMPLOYEE ACTIVITY	7,500
80-39 GRANTS CONTRIBUTION FOR CDBG	159,046
80-50 DEBT SERVICE (250)	8,124,541
80-25 JUVENILE	37,000
80-40 FIRE	7,764,053
<b>TOTAL TRANSFERS OUT</b>	<b>25,793,324</b>

PROPOSED 06/13/2017

**FUND: GENERAL (010)**  
**DEPARTMENT: CITY MANAGER (01)**  
**DEPARTMENT HEAD: GUY HENSON**

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2015-2016	2016-2017	2016-2017	2017-2018
PERSONAL SERVICES	340,940	354,365	354,348	340,007
BENEFITS	115,483	123,827	119,340	125,490
MATERIALS & SUPPLIES	3,087	3,438	3,425	3,200
OTHER SERVICES	7,986	8,475	8,305	8,505
<b>TOTAL</b>	<b>467,496</b>	<b>490,105</b>	<b>485,418</b>	<b>477,202</b>

PERMANENT STAFFING	FY 17-18	FY 16-17	PERSONNEL POSITIONS SUMMARY:
City Manager	0.675	0.925	
Asst. City Manager	0.75	0.60	
Executive Secretary	0.80	0.80	2005-06 - 4
Administrative Secretary	1	1	2006-07 - 5
			2007-08 - 4
<b>TOTAL</b>	<b>3.225</b>	<b>3.325</b>	2008-09 - 3.5
			2009-10 - 3.4
City Manager - 25% to PWA - Fund 075 FY 17-18			2010-11 - 3.4
Asst. City Manager - Add 25% from PWA - Fund 075 FY 17-18			2011-12 - 3.3
10% to Risk Management-Fund 202 FY 17-18			2012-13 - 3.3
Executive Secretary - .20% to Hospital Authority - Fund 425			2013-14 - 4.03
City Manager - 7.5% to Hospital Authority - Fund 425			2014-15 - 4.03
Asst. City Manager - 25% to PWA - Fund 075, 15% to Hotel/Conf Cntr - Fund 195 FY 15-16			2015-16 - 3.325
			2016-17 - 3.325
			2017-18 - 3.225

**CONTRACTUAL (30-40) FY 17-18**

Shred-It	500
Standley Systems	925
<b>TOTAL</b>	<b>1,425</b>

**FINAL BUDGET 2017-2018**

PERSONAL SERVICES	
10-01 SALARIES	312,894
10-03 OVERTIME	500
10-07 ALLOWANCES	8,762
10-10 LONGEVITY	3,349
10-11 SL BUYBACK-OVER BANK	5,504
10-12 VACATION BUYBACK	4,571
10-13 PDO BUYBACK	2,424
10-14 SL INCENTIVE PAY	2,003
<b>TOTAL PERSONAL SERVICES</b>	<b>340,007</b>

BENEFITS	
15-01 SOCIAL SECURITY	26,011
15-02 EMPLOYEES' RETIREMENT	47,601
15-03 GROUP INSURANCE	31,111
15-06 TRAVEL & SCHOOL	7,000
15-13 LIFE	522
15-14 DENTAL	3,240
15-20 OVERHEAD HEALTH CARE COST	2,743
15-97 RETIREE INSURANCE SUBSIDY	3,815
15-98 RETIREE INSURANCE	3,448
<b>TOTAL BENEFITS</b>	<b>125,490</b>

MATERIALS & SUPPLIES	
20-41 SUPPLIES	3,200
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>3,200</b>

OTHER SERVICES & CHARGES	
30-01 UTILITIES	990
30-40 CONTRACTUAL	1,425
30-72 MEMBERSHIPS & SUBSCRIPTIONS	6,090
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>8,505</b>

<b>TOTAL DEPARTMENT REQUEST</b>	<b>477,202</b>
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FUND: GENERAL (010)  
 DEPARTMENT: CITY CLERK (02)  
 DEPARTMENT HEAD: SARA HANCOCK

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2015-2016	2016-2017	2016-2017	2017-2018
PERSONAL SERVICES	81,052	65,350	65,200	66,297
BENEFITS	24,625	26,018	23,175	24,845
MATERIALS & SUPPLIES	370	1,425	495	1,425
OTHER SERVICES	2,072	1,447	1,447	1,447
<b>TOTAL</b>	<b>108,120</b>	<b>94,240</b>	<b>90,317</b>	<b>94,014</b>

PERMANENT STAFFING	FY 17-18	FY 16-17
City Clerk	0.5	0.5
Billing Technician	0.5	0.5
<b>TOTAL</b>	<b>1</b>	<b>1</b>

Municipal Court moved to Dept 010-12 FY 15-16  
 Asst City Attorney .25 to Risk (202) FY 11-12  
 Meter Readers to Utility Svcs (187) FY 10-11  
 Warrant Officers to Police Dept (020) FY 10-11  
 Functions of the utility billing and collections have been transferred to Utility Svcs (187) FY 08-09

**CONTRACTUAL (30-40) FY 17-18**

SHRED IT SERVICES	760
<b>TOTAL</b>	<b>760</b>

PERSONNEL POSITIONS SUMMARY:  
 2005-06 - 23  
 2006-07 - 23.5  
 2007-08 - 16.5  
 2008-09 - 15  
 2009-10 - 15  
 2010-11 - 7.5  
 2011-12 - 7.25  
 2012-13 - 7.5  
 2013-14 - 7.25  
 2014-15 - 6.75  
 2015-16 - 1  
 2016-17 - 1  
 2017-18 - 1

**FINAL BUDGET 2017-2018**

PERSONAL SERVICES	
10-01 SALARIES	61,905
10-07 ALLOWANCES	2,190
10-10 LONGEVITY	913
10-11 SL BUYBACK - OVERBANK	458
10-12 VL BUYBACK	229
10-13 PDO BUYBACK	152
10-14 SICK LEAVE INCENTIVE	450
<b>TOTAL PERSONAL SERVICES</b>	<b>66,297</b>

BENEFITS	
15-01 SOCIAL SECURITY	5,072
15-02 EMPLOYEES' RETIREMENT	9,282
15-03 GROUP INSURANCE	4,743
15-06 TRAVEL & SCHOOL	2,616
15-13 LIFE	162
15-14 DENTAL	382
15-20 OVERHEAD HEALTH CARE COST	573
15-97 RETIREE INSURANCE SUBSIDY	1,059
15-98 RETIREE INSURANCE	957
<b>TOTAL BENEFITS</b>	<b>24,845</b>

MATERIALS & SUPPLIES	
20-41 SUPPLIES	1,425
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>1,425</b>

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	760
30-72 MEMBERSHIPS & SUBSCRIPTIONS	687
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>1,447</b>

**TOTAL DEPARTMENT REQUEST** 94,014

**FUND: GENERAL (010)**  
**DEPARTMENT: HUMAN RESOURCES (03)**  
**DEPARTMENT HEAD: CATHERINE WILSON**

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2015-2016	2016-2017	2016-2017	2017-2018
PERSONAL SERVICES	250,941	309,559	274,006	314,088
BENEFITS	79,099	97,385	89,160	99,699
MATERIALS & SUPPLIES	1,579	3,325	2,311	3,000
OTHER SERVICES	31,240	27,000	27,000	27,000
<b>TOTAL</b>	<b>362,859</b>	<b>437,269</b>	<b>392,477</b>	<b>443,787</b>

PERMANENT STAFFING	FY 17-18	FY 16-17	PERSONNEL POSITIONS SUMMARY:
Director	1	1	
Asst Director	1	1	
HR Officer	1	1	2005-06 - 6.5
Admin Secretary	1	1	2006-07 - 7
Health Benefits/HR Coordinat	0.25	0.25	2007-08 - 5
			2008-09 - 4
			2008-10 - 4
			2010-11 - 4
			2011-12 - 4
			2012-13 - 3
Administrative Secretary to full time FY 16-17			2013-14 - 3.25
Administrative Secretary to be shared with Utilities FY 14-15			2014-15 - 3.75
.75 Health Benefits/HR Coord to Fund 240-0310-480-10-01 FY 13-14			2015-16 - 3.75
			2016-17 - 4.25
			2017-18 - 4.25
<b>TOTAL</b>	<b>4.25</b>	<b>4.25</b>	

**CONTRACTUAL (30-40) FY 17-18**

Team Building Consultant	2,000
Johanson Group Consultants	4,500
DB Square Data Base	2,000
Cecil Frymire Polygraph Services	500
Employment Law Attorneys	10,000
Labor Relations Consultant	5,000
Advertising - Employment Opportunities	1,000
<b>TOTAL</b>	<b>25,000</b>

**FINAL BUDGET 2017-2018**

PERSONAL SERVICES	
10-01 SALARIES	266,980
10-07 ALLOWANCES	4,380
10-10 LONGEVITY	3,762
10-11 SL BUYBACK	1,796
10-12 VL BUYBACK	441
10-13 PDO BUYBACK	892
10-14 SL INCENTIVE	2,700
10-17 ADDITIONAL INCENTIVE	1,500
10-18 SEPARATION PAY	31,637
<b>TOTAL PERSONAL SERVICES</b>	<b>314,088</b>

BENEFITS	
15-01 SOCIAL SECURITY	24,028
15-02 EMPLOYEES' RETIREMENT	43,972
15-03 GROUP INSURANCE	21,326
15-06 TRAVEL & SCHOOL	3,869
15-13 LIFE	689
15-14 DENTAL	2,102
15-20 OVERHEAD HEALTH CARE COST	1,733
15-97 RETIREE INSURANCE SUBSIDY	1,040
15-98 RETIREE INSURANCE	940
<b>TOTAL BENEFITS</b>	<b>99,699</b>

MATERIALS & SUPPLIES	
20-41 SUPPLIES	3,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>3,000</b>

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	25,000
30-72 MEMBERSHIPS & SUBSCRIPTIONS	2,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>27,000</b>

<b>TOTAL DEPARTMENT REQUEST</b>	<b>443,787</b>
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FUND: GENERAL (010)  
 DEPARTMENT: CITY ATTORNEY (04)  
 DEPARTMENT HEAD: PHIL ANDERSON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	77,411	75,706	68,732	32,235
BENEFITS	20,341	21,952	19,024	16,316
MATERIALS & SUPPLIES	-	760	600	650
OTHER SERVICES	201	3,390	3,309	5,000
<b>TOTAL</b>	<b>97,952</b>	<b>101,808</b>	<b>91,665</b>	<b>54,201</b>

PERMANENT STAFFING	FY 17-18	FY 16-17
City Attorney	0.35	0.6
<b>TOTAL</b>	<b>0.35</b>	<b>0.6</b>

.25 City Attorney to Risk (202) FY 17-18  
 .20 City Attorney Salary to Hospital (425) FY 06-07  
 .20 City Attorney Salary to Downtown Redevel (194) FY 06-07

PERSONNEL  
 POSITIONS  
 SUMMARY:  
 2005-06 - 2  
 2006-07 - 2  
 2007-08 - 1.6  
 2008-09 - 1.1  
 2009-10 - 1.1  
 2010-11 - 1.1  
 2011-12 - 1.1  
 2012-13 - 1.5  
 2013-14 - .6  
 2014-15 - .6  
 2015-16 - .6  
 2016-17 - .6  
 2017-18 - .35

**FINAL BUDGET 2017-2018**

<b>PERSONAL SERVICES</b>	
10-01 SALARIES	30,465
10-07 ALLOWANCES	1,533
10-13 PDO BUYBACK	237
<b>TOTAL PERSONAL SERVICES</b>	<b>32,235</b>

<b>BENEFITS</b>	
15-01 SOCIAL SECURITY	2,466
15-02 EMPLOYEES' RETIREMENT	4,513
15-03 GROUP INSURANCE	3,079
15-06 TRAVEL & SCHOOL	1,425
15-13 LIFE	57
15-14 DENTAL	267
15-20 OVERHEAD HEALTH CARE COST	404
15-97 RETIREE INSURANCE SUBSIDY	2,156
15-98 RETIREE INSURANCE	1,949
<b>TOTAL BENEFITS</b>	<b>16,316</b>

<b>MATERIALS &amp; SUPPLIES</b>	
20-41 SUPPLIES	650
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>650</b>

<b>OTHER SERVICES &amp; CHARGES</b>	
30-72 MEMBERSHIPS & SUBSCRIPTIONS	2,000
30-75 LEGAL PUBLICATIONS	3,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>5,000</b>

**TOTAL DEPARTMENT REQUEST** 54,201



**FUND: GENERAL (010)**  
**DEPARTMENT: COMMUNITY DEVELOPMENT (05)**  
**DEPARTMENT HEAD: BILLY HARLESS**

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2015-2016	2016-2017	2016-2017	2017-2018
PERSONAL SERVICES	1,151,000	1,208,978	1,177,084	1,278,526
BENEFITS	378,471	410,632	392,912	433,863
MATERIALS & SUPPLIES	41,558	60,087	46,914	57,822
OTHER SERVICES	59,138	190,982	178,570	136,666
<b>TOTAL</b>	<b>1,630,168</b>	<b>1,870,679</b>	<b>1,795,480</b>	<b>1,906,877</b>

PERMANENT STAFFING	FY 17-18	FY 16-17	PERSONNEL POSITIONS SUMMARY:
Director	1	1	
Current Planning Manager	1	1	
City Engineer	1	1	2005-06 - 21
Engineering Project Manager	1	1	2006-07 - 22.5
Chief Building Inspector	1	1	2007-08 - 21.75
Building Inspector	2	2	2008-09 - 21.75
Chief Const. Inspector	1	1	2009-10 - 21.25
Associate Current Planner	1	1	2010-11 - 22.25
Administrative Secretary	1	1	2011-12 - 21.25
DS Clerk	1	1	2012-13 - 20.25
Maintenance Tech/Janitor	1	1	2013-14 - 20.25
Janitor	1.75	1.75	2014-15 - 19.25
Assistant City Engineer	1	1	2015-16 - 19
Engineering Technician	1	1	2016-17 - 19.75
Comp. Planner	1	1	2017-18 - 19.25
GIS Coordinator	0.5	0	
GIS Analyst	0	1	
GIS Technician	1	1	
Property Acquisition Specialist	1	1	
<b>TOTAL</b>	<b>19.25</b>	<b>19.75</b>	

PART TIME	FY 17-18	FY 16-17
Intern	1	1
Clerk	1	1

GIS Analyst - moved to PWA - Fund 075 in FY 17-18  
 GIS Coordinator - Add 50% from PWA - Fund 075 in FY 17-18  
 GIS Coordinator - 50% moved to PWA - Fund 075 in FY 16-17  
 GIS Analyst moved from PWA - Fund 075 in FY 16-17  
 .25 Property Acquisition Specialist (269) moved back from Fund 269 in FY 16-17

**FINAL BUDGET 2017-2018**

PERSONAL SERVICES	
10-01 SALARIES	1,183,648
10-02 WAGES	35,401
10-07 ALLOWANCES	19,023
10-10 LONGEVITY	17,677
10-11 SL BUYBACK	6,647
10-12 VL BUYBACK	2,244
10-13 PDO BUYBACK	2,486
10-14 SICK LEAVE INCENTIVE	8,900
10-18 SEPARATION PAY	2,500
<b>TOTAL PERSONAL SERVICES</b>	<b>1,278,526</b>

BENEFITS	
15-01 SOCIAL SECURITY	97,806
15-02 EMPLOYEES' RETIREMENT	174,038
15-03 GROUP INSURANCE	102,152
15-06 TRAVEL & SCHOOL	33,385
15-07 UNIFORMS	2,822
15-13 LIFE	3,119
15-14 DENTAL	9,871
15-20 OVERHEAD HEALTH CARE COST	6,218
15-97 RETIREE INSURANCE SUBSIDY	2,339
15-98 RETIREE INSURANCE	2,113
<b>TOTAL BENEFITS</b>	<b>433,863</b>

MATERIALS & SUPPLIES	
20-35 SMALL TOOLS & EQUIPMENT	950
20-41 SUPPLIES	37,414
20-63 FLEET FUEL	12,594
20-64 FLEET PARTS	3,081
20-65 FLEET LABOR	3,783
<b>TOTAL MATERIAL &amp; SUPPLIES</b>	<b>57,822</b>

OTHER SERVICES & CHARGES	
30-23 UPKEEP REAL PROPERTY	27,293
30-34 MAINTENANCE OF EQUIPMENT	17,129
30-40 CONTRACTUAL	57,550
30-49 CREDIT CARD FEES	12,000
30-72 MEMBERSHIPS & SUBSCRIPTIONS	8,242
30-85 INSURANCE	14,452
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>136,666</b>

**TOTAL DEPARTMENT REQUEST** **1,906,877**

(CONTINUED)

FUND: GENERAL (010)  
DEPARTMENT: COMMUNITY DEVELOPMENT (05)  
DEPARTMENT HEAD: BILLY HARLESS  
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**CONTRACTUAL (30-40) FY 17-18**

Tropical Plant Lease	900
DLT Solutions-AutoCAD	2,000
Standley Copy Machine	2,500
KIP/HP Plotter	1,200
Visual Studio	250
ESRI - GIS Software ELA	20,000
Traffic Engineering	6,000
Fire Alarm Testing & Inspection	600
Document Imaging Forms	5,000
Strip and Wax City Hall Floors	7,000
IT Nexus-Software Maintenance	2,000
Premium Care for City Hall Restrooms	4,100
Miscellaneous	4,000
Data Plans	2,000
TOTAL	57,550

PROPOSED 06/13/2017

**FUND: GENERAL (010)**  
**DEPARTMENT: PARK & RECREATION (06)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	322,407	331,726	331,426	333,608
BENEFITS	115,725	120,066	120,000	130,570
MATERIALS & SUPPLIES	21,503	23,864	19,908	24,196
OTHER SERVICES	130,669	131,873	127,086	107,854
<b>TOTAL</b>	<b>590,304</b>	<b>607,529</b>	<b>598,420</b>	<b>596,228</b>

PERMANENT STAFFING	FY 17-18	FY 16-17
Park & Rec Supervisor	0.675	0.675
Sports & Aquatics Supervisor	0.5	0.5
Community Center Coord	1	1
Senior Center Coord	1	1
Special Events & Rec Asst	1	1
Janitor	1	1
Senior Center Bus Driver	1	1
Special Events & Marketing Mgr	0.56	0.56

**TOTAL** 6.735 6.735

WAGES	FY 17-18	FY 16-17
Building Attend - Part Time	0.5	0.5
Secretary - Part Time	0.5	0.5

- .75 Elimination of Aquatic & Rec Supervisor FY 15-16
- .56 Special Events & Marketing Mgr from CVB (046) FY 15-16 Part Time Secretary - FY 13-14
- .25 Sports & Rec Supervisor to Park & Rec (123) FY 09-10
- .50 Aquatic & Rec Supervisor to Pools (010-19) FY 08-09
- .33 Park & Rec Supervisor to Park & Rec (123) FY 07-08

**CONTRACTUAL (30-40) FY 17-18**

Unifirst Holding	4,320
Cintas	2,593
R K Black	544
Tropical Plant Leasing	2,040
Capital City Processors/Valley Proteins	420
Comtec	240
Charley's Pest Control	696
Hill Electric	1,700
Vermont Systems	1,248
Firetrol	1,000
<b>TOTAL</b>	<b>14,801</b>

Note: Above includes Senior Center Expenses

**FINAL BUDGET 2017-2018**

**PERSONAL SERVICES**

10-01 SALARIES	287,831
10-02 WAGES	26,000
10-03 OVERTIME	500
10-07 ALLOWANCES	3,725
10-10 LONGEVITY	5,393
10-11 SL BUYBACK	2,969
10-12 VL BUYBACK	2,003
10-13 PDO BUYBACK	1,429
10-14 SICK LEAVE INCENTIVE	3,758
<b>TOTAL PERSONAL SERVICES</b>	<b>333,608</b>

**BENEFITS**

15-01 SOCIAL SECURITY	25,521
15-02 EMPLOYEES' RETIREMENT	43,065
15-03 GROUP INSURANCE	43,143
15-06 TRAVEL & SCHOOL	6,650
15-07 UNIFORMS	400
15-13 LIFE	1,091
15-14 DENTAL	4,173
15-20 OVERHEAD HEALTH CARE COST	1,557
15-97 RETIREE INSURANCE SUBSIDY	2,611
15-98 RETIREE INSURANCE	2,359
<b>TOTAL BENEFITS</b>	<b>130,570</b>

**MATERIALS & SUPPLIES**

20-34 MAINTENANCE OF EQUIPMENT	6,000
20-35 SMALL TOOLS & EQUIPMENT	400
20-41 SUPPLIES	12,800
20-63 FLEET MAINTENANCE - FUEL	2,104
20-64 FLEET MAINTENANCE - PARTS	1,184
20-65 FLEET MAINTENANCE - LABOR	1,708
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>24,196</b>

**OTHER SERVICES & CHARGES**

30-01 UTILITIES & COMMUNICATIONS	22,603
30-23 UPKEEP REAL PROPERTY	15,620
30-40 CONTRACTUAL	14,801
30-43 HARDWARE/SOFTWARE MAINTENANCE	1,083
30-49 CREDIT CARD FEES	2,375
30-72 MEMBERSHIPS & SUBSCRIPTIONS	825
30-85 INSURANCE-FIRE, THEFT, LIAB	50,547
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>107,854</b>

**TOTAL DEPARTMENT REQUEST**

**596,228**

**FUND: GENERAL (010)**  
**DEPARTMENT: FINANCE (08)**  
**DEPARTMENT HEAD: CHRISTY BARRON**

EXPENDITURES	AMENDED		ESTIMATED	
	ACTUAL 2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	475,838	472,618	446,329	464,615
BENEFITS	172,054	199,791	183,953	203,658
MATERIALS & SUPPLIES	928	2,200	2,050	2,600
OTHER SERVICES	5,266	6,559	6,559	6,899
<b>TOTAL</b>	<b>654,086</b>	<b>681,168</b>	<b>638,891</b>	<b>677,772</b>

PERMANENT STAFFING	FY 17-18	FY 16-17	PERSONNEL POSITIONS SUMMARY:
Finance Director	1	1	
Deputy Finance Director	1	1	
Financial Accountant	0.75	0.75	2005-06 - 7
Staff Accountant	2.25	2	2006-07 - 7.5
Accounts Payable Technician	1	1	2007-08 - 7.5
Accounting Technician	1	1	2008-09 - 7.5
Payroll Coordinator	1	1	2009-10 - 7.75
			2010-11 - 7.75
			2011-12 - 7.75
			2012-13 - 7.75
			2013-14 - 7.75
			2014-15 - 7.75
			2015-16 - 7.75
			2016-17 - 7.75
			2017-18 - 8
<b>TOTAL</b>	<b>8</b>	<b>7.75</b>	

Financial Accountant Funded by Hotel/Conf Center (195) @ .25  
 Staff Accountant Funded by .25 Utilities (187), .25 Downtown Redevelopment (194), .25 Hospital Authority (425)

PART TIME:	FY 17-18	FY 16-17
Accountant	0	0.18
PT Accountant moved to FT in FY 17-18		

**CONTRACTUAL (30-40) FY 17-18**

Shred-It Services	850
<b>TOTAL</b>	<b>850</b>

**FINAL BUDGET 2017-2018**

**PERSONAL SERVICES**

10-01 SALARIES	445,187
10-03 OVERTIME	3,000
10-07 ALLOWANCES	4,380
10-10 LONGEVITY	3,168
10-11 SL BUYBACK	1,433
10-12 VL BUYBACK	1,667
10-13 PDO BUYBACK	2,404
10-14 SICK LEAVE INCENTIVE	3,375
<b>TOTAL PERSONAL SERVICES</b>	<b>464,615</b>

**BENEFITS**

15-01 SOCIAL SECURITY	35,543
15-02 EMPLOYEES' RETIREMENT	65,046
15-03 GROUP INSURANCE	65,642
15-06 TRAVEL & SCHOOL	16,700
15-13 LIFE	1,296
15-14 DENTAL	6,882
15-20 INSURANCE OVERHEAD	2,849
15-97 RETIREE INSURANCE SUBSIDY	5,095
15-98 RETIREE INSURANCE	4,605
<b>TOTAL BENEFITS</b>	<b>203,658</b>

**MATERIALS & SUPPLIES**

20-41 SUPPLIES	2,600
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>2,600</b>

**OTHER SERVICES & CHARGES**

30-40 CONTRACTUAL	850
30-43 COMPUTER SOFTWARE MAINTENANCE	4,320
30-72 MEMBERSHIPS & SUBSCRIPTIONS	1,229
30-81 ADVERTISING	500
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>6,899</b>

**TOTAL DEPARTMENT REQUEST**

**677,772**

**FUND: GENERAL (010)**  
**DEPARTMENT: STREETS (09)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**

EXPENDITURES	AMENDED ESTIMATED			
	ACTUAL 2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	898,379	988,403	982,951	1,046,718
BENEFITS	438,046	487,910	453,037	472,929
MATERIALS & SUPPLIES	458,757	542,838	460,095	542,754
OTHER SERVICES	933,082	931,090	930,931	871,285
CAPITAL OUTLAY	9,370	-	-	-
<b>TOTAL</b>	<b>2,737,635</b>	<b>2,950,241</b>	<b>2,827,014</b>	<b>2,933,686</b>

PERMANENT STAFFING	FY 17-18	FY 16-17
Street Supervisor	0.75	0.75
Street Project Supervisor	0.5	0.5
Facility Project Supervisor	0.5	0.5
Equipment Operator II	5	6
Equipment Operator I	15	14
Sign/Signal Technician	1	1
Inventory Control Tech III	1	1
Irrigation Technician	1	1
Park Project Supervisor	1	1
<b>TOTAL</b>	<b>25.75</b>	<b>25.75</b>

SEASONAL STAFFING	FY 17-18	FY 16-17
Laborer	3	3

- .25 Street Supervisor to Drainage (060)
- .50 Street Project Supervisor to Drainage (060)
- .25 Facility Project Supervisor to Welcome Center (045)
- .25 Facility Project Supervisor to Downtown Redev (194)

**FINAL BUDGET 2017-2018**

PERSONAL SERVICES	
10-01 SALARIES	966,541
10-02 WAGES	12,000
10-03 OVERTIME	12,000
10-07 ALLOWANCES	5,920
10-10 LONGEVITY	19,749
10-11 SL BUYBACK	978
10-12 VACATION BUYBACK	289
10-13 PDO BUYBACK	1,766
10-14 SL INCENTIVE	16,275
10-18 SEPARATION PAY	5,000
10-19 ON CALL	6,200
<b>TOTAL PERSONAL SERVICES</b>	<b>1,046,718</b>

BENEFITS	
15-01 SOCIAL SECURITY	80,074
15-02 EMPLOYEES' RETIREMENT	144,861
15-03 GROUP INSURANCE	157,729
15-04 SELF INSURANCE	34,474
15-06 TRAVEL & SCHOOL	5,700
15-07 UNIFORMS	17,000
15-13 LIFE	4,172
15-14 DENTAL	17,405
15-20 OVERHEAD HEALTH CARE COST	7,484
15-97 RETIREE INSURANCE SUBSIDY	2,118
15-98 RETIREE INSURANCE	1,913
<b>TOTAL BENEFITS</b>	<b>472,929</b>

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	2,030
20-35 SMALL TOOLS & EQUIPMENT	2,500
20-41 SUPPLIES	170,500
20-49 CHEMICALS	23,000
20-63 FLEET MAINTENANCE - FUEL	103,695
20-64 FLEET MAINTENANCE - PARTS	145,148
20-65 FLEET MAINTENANCE - LABOR	95,881
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>542,754</b>

(CONTINUED)

**FUND: GENERAL (010)**  
**DEPARTMENT: STREETS (09)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
**PAGE TWO**

**CONTRACTUAL (30-40) FY 17-18**

Traffic Signal Maintenance	76,000
Tree Maintenance	10,000
Electrical	5,000
Miscellaneous	3,000
Org Square Mile Maintenance	13,200
<b>TOTAL</b>	<b>107,200</b>

**OTHER SERVICES AND CHARGES**

30-01 UTILITIES/COMMUNICATIONS	503,500
30-22 PWA REIMBURSEMENT	126,928
30-23 UPKEEP REAL PROPERTY	7,700
30-40 CONTRACTUAL	107,200
30-41 CONTRACT LABOR	115,000
30-72 MEMBERSHIPS/SUBSCRIPTIONS	1,000
30-85 INSURANCE-FIRE, THEFT, LIAB	9,957
<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>871,285</b>

**TOTAL DEPARTMENT REQUEST**

**2,933,686**

PROPOSED 06/13/2017

**FUND: GENERAL (010)**  
**DEPARTMENT: ANIMAL WELFARE (10)**  
**DEPARTMENT HEAD: BRANDON CLABES**

<b>EXPENDITURES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
PERSONAL SERVICES	262,784	257,051	240,195	264,537
BENEFITS	97,102	103,389	90,909	101,959
MATERIALS & SUPPLIES	29,074	35,028	29,689	33,495
OTHER SERVICES	24,743	32,912	32,439	34,500
<b>TOTAL</b>	<b>413,704</b>	<b>428,380</b>	<b>393,232</b>	<b>434,491</b>

<b>PERMANENT STAFFING</b>	<b>FY 17-18</b>	<b>FY 16-17</b>
Animal Welfare Supervisor	1	1
Animal Control Officer	4	4
<b>TOTAL</b>	<b>5</b>	<b>5</b>

<b>PART TIME</b>	<b>FY 17-18</b>	<b>FY 16-17</b>
Animal Welfare PT Asst	1	1

**CONTRACTUAL (30-40) FY 17-18**

Alcom Security	420
Central OK Humane Society	14,880
Amber Oaks	100
Midwest Veterinary Hospital	600
<b>TOTAL</b>	<b>16,000</b>

PERSONNEL  
 POSITIONS  
 SUMMARY:  
 1998-99 - 5  
 1999-00 - 5  
 2000-01 - 5  
 2001-02 - 5  
 2002-03 - 5  
 2003-04 - 5  
 2004-05 - 5  
 2005-06 - 5  
 2006-07 - 5  
 2013-14 - 5  
 2014-15 - 5  
 2015-16 - 5  
 2016-17 - 5  
 2017-18 - 5

**FINAL BUDGET 2017-2018**

**PERSONAL SERVICES**

10-01 SALARIES	209,695
10-02 WAGES	21,913
10-03 OVERTIME	23,000
10-10 LONGEVITY	2,242
10-12 VACATION BUYBACK	1,025
10-13 PDO BUYBACK	1,362
10-14 SL INCENTIVE	1,800
10-19 ON CALL	3,500
<b>TOTAL PERSONAL SERVICES</b>	<b>264,537</b>

**BENEFITS**

15-01 SOCIAL SECURITY	20,238
15-02 EMPLOYEES' RETIREMENT	33,967
15-03 GROUP INSURANCE	38,920
15-06 TRAVEL & SCHOOL	1,250
15-07 UNIFORMS	1,500
15-13 LIFE	810
15-14 DENTAL	3,629
15-20 OVERHEAD HEALTH CARE COST	1,645
<b>TOTAL BENEFITS</b>	<b>101,959</b>

**MATERIALS & SUPPLIES**

20-34 MAINTENANCE OF EQUIPMENT	5,000
20-41 SUPPLIES	6,650
20-63 FLEET MAINTENANCE - FUEL	12,240
20-64 FLEET MAINTENANCE - PARTS	4,036
20-65 FLEET MAINTENANCE - LABOR	5,569
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>33,495</b>

**OTHER SERVICES & CHARGES**

30-01 UTILITIES & COMMUNICATIONS	11,500
30-23 UPKEEP REAL PROPERTY	6,000
30-40 CONTRACTUAL	16,000
30-49 CREDIT CARD FEES	1,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>34,500</b>

**TOTAL DEPARTMENT REQUEST**

**434,491**

**FUND: GENERAL (010)**  
**DEPARTMENT: MUNICIPAL COURT (12)**  
**DEPARTMENT HEAD: TIM LYON**

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2015-2016	2016-2017	2016-2017	2017-2018
PERSONAL SERVICES	351,143	368,071	367,937	363,205
BENEFITS	104,900	114,982	114,268	116,582
MATERIALS & SUPPLIES	2,451	3,384	3,000	3,000
OTHER SERVICES	4,343	6,728	6,717	8,975
<b>TOTAL</b>	<b>462,836</b>	<b>493,165</b>	<b>491,922</b>	<b>491,762</b>

PERMANENT STAFFING	FY 17-18	FY 16-17	PERSONNEL POSITIONS SUMMARY:
Municipal Prosecutor	1	0	
Assistant City Attorney	0	0.75	
Court Clerk	0.75	1	2015-16 - 5.75
Lead Clerk/Trainer	1	1	2016-17 - 5.75
Clerk - Court	3	3	2017-18 - 5.75
<b>TOTAL</b>	<b>5.75</b>	<b>5.75</b>	

PART-TIME	FY 17-18	FY 16-17
Clerk - Court	0.5	0.5
Prosecuting City Attorney	0	0.5
City Municipal Judge	4	3

FY 17-18 Add .25 Asst City Attorney (now Municipal Prosecutor) from Risk (202) Court Compliance Coordinator and Court Clerk position were combined with Juvenile Fund (25) covering .25 of salary  
 FY 15-16 Moved Municipal Court from City Clerk 010-02

**PER APPEARANCE RATE FOR JUDGES**

	CURRENT	PROPOSED
Criminal	239.41	450.00
Environmental	239.41	300.00
Juvenile	239.41	300.00

Prosecuting City Attorney	+/- \$25,000
Clerk	+/- \$15,803

**FINAL BUDGET 2017-2018**

PERSONAL SERVICES	
10-01 SALARIES	281,370
10-02 WAGES	73,776
10-03 OVERTIME	1,000
10-07 ALLOWANCES	2,280
10-10 LONGEVITY	2,779
10-18 SEPARATION PAY	2,000
<b>TOTAL PERSONAL SERVICES</b>	<b>363,205</b>

BENEFITS	
15-01 SOCIAL SECURITY	27,785
15-02 EMPLOYEES' RETIREMENT	40,520
15-03 GROUP INSURANCE	29,855
15-06 TRAVEL & SCHOOL	5,700
15-13 LIFE	972
15-14 DENTAL	3,282
15-20 OVERHEAD HEALTH CARE COST	1,645
15-97 RETIREE INSURANCE SUBSIDY	3,584
15-98 RETIREE INSURANCE	3,239
<b>TOTAL BENEFITS</b>	<b>116,582</b>

MATERIALS & SUPPLIES	
20-41 SUPPLIES	3,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>3,000</b>

OTHER SERVICES & CHARGES	
30-23 UPKEEP REAL PROPERTY	500
30-40 CONTRACTUAL	6,950
30-72 MEMBERSHIPS & SUBSCRIPTIONS	1,525
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>8,975</b>

**TOTAL DEPARTMENT REQUEST** **491,762**

**CONTRACTUAL (30-40) FY 17-18**

Shred-It Services	600
Standley Systems	1,200
Polygraphs	300
Clerical testing	60
Job Advertising	500
Public Legal Notices	200
Court Interpreters	500
Drug Testing (New Hires)	105
Temp Services	1,500
Camera Maintenance	500
ODIS - Also Funded in Fund 20	750
Unanticipated Overages	735
<b>TOTAL</b>	<b>6,950</b>



**FUND: GENERAL (010)**  
**DEPARTMENT: GENERAL GOVERNMENT (14)**  
**DEPARTMENT HEAD: GUY HENSON**

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2015-2016	2016-2017	2016-2017	2017-2018
PERSONAL SERVICES	24,153	26,400	26,400	26,400
BENEFITS	190,929	176,149	162,425	143,067
MATERIALS & SUPPLIES	59,324	67,546	66,230	69,619
OTHER SERVICES	778,754	868,020	852,565	935,067
<b>TOTAL</b>	<b>1,053,160</b>	<b>1,138,115</b>	<b>1,107,620</b>	<b>1,174,153</b>

PERMANENT STAFFING	FY 17-18	FY 16-17	PERSONNEL POSITIONS SUMMARY:
Mayor - Council	7	7	
<b>TOTAL</b>	<b>7</b>	<b>7</b>	2005-06 - 7 2006-07 - 7 2007-08 - 7 2008-09 - 7 2009-10 - 7 2010-11 - 7 2011-12 - 7 2012-13 - 7 2013-14 - 7 2014-15 - 7 2015-16 - 7 2016-17 - 7 2017-18 - 7

**CONTRACTUAL (30-40) FY 17-18**

Postage Meter Rental (Pitney Bowes)	3,924
Copiers (Print Room, City Mgr, 1st Floor)	7,500
Mid-Del Youth & Family Center	50,000
Transit Embark (Also Funded in Fund 65)	139,374
ACOG	36,978
County Assessor (Board of Cnty Comm)	12,000
Oklahoma Municipal League	34,385
MLK Breakfast	5,000
Youth Excel	5,000
Code Supplements	8,000
Advertising	2,000
Annual Awards Banquet	7,000
Document Destruction	1,500
Connected	5,000
Mid-Del Tinker 100 Club	1,500
Miscellaneous	17,000
<b>TOTAL</b>	<b>336,161</b>

**MARKETING/COMMUNICATIONS (30-55) FY 17-18**

Midwest Marketing	49,500
Tinker Take Off Advertising	19,000
Newsletters	24,000
Website Hosting	7,000
CivicSend	995
Archive Social Media	4,800
Video Production Editing	24,000
Graphic Design Advertising	7,000
Website Training	4,000
<b>TOTAL</b>	<b>140,295</b>

**FINAL BUDGET 2017-2018**

**PERSONAL SERVICES**

10-02 WAGES	26,400
<b>TOTAL PERSONAL SERVICES</b>	<b>26,400</b>

**BENEFITS**

15-01 SOCIAL SECURITY	2,020
15-03 GROUP INSURANCE	14,583
15-04 WORKERS COMP INSURANCE	104,711
15-06 TRAVEL & SCHOOL	15,000
15-13 LIFE	324
15-14 DENTAL	1,641
15-20 OVERHEAD HEALTH CARE COST	658
15-97 RETIREE INSURANCE SUBSIDY	4,078
15-98 RETIREE INSURANCE	52
<b>TOTAL BENEFITS</b>	<b>143,067</b>

**MATERIALS & SUPPLIES**

20-30 POSTAGE	39,219
20-34 MAINTENANCE OF EQUIPMENT	900
20-41 SUPPLIES	29,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>69,619</b>

**OTHER SERVICES & CHARGES**

30-01 UTILITIES & COMMUNICATIONS	201,780
30-21 SURPLUS PROPERTY	11,098
30-40 CONTRACTUAL	336,161
30-49 CREDIT CARD FEES	19,000
30-51 OTHER GOVERNMENT EXPENSE	5,000
30-55 MARKETING/COMMUNICATIONS	140,295
30-72 MEMBERSHIPS & SUBSCRIPTIONS	2,300
30-75 LEGAL PUBLICATIONS	5,631
30-82 BONDS	1,290
30-83 ELECTION EXPENSES	70,000
30-85 INSURANCE	67,765
30-86 AUDIT	74,747
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>935,067</b>

**TOTAL DEPARTMENT REQUEST**

**1,174,153**

**FUND: GENERAL (010)**  
**DEPARTMENT: NEIGHBORHOOD SERVICES (15)**  
**DEPARTMENT HEAD: MIKE STROH**

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2015-2016	2016-2017	2016-2017	2017-2018
PERSONAL SERVICES	682,307	710,442	710,376	710,559
BENEFITS	230,010	234,771	233,385	254,288
MATERIALS & SUPPLIES	37,754	43,283	43,283	89,935
OTHER SERVICES	149,905	161,720	158,551	179,720
<b>TOTAL</b>	<b>1,099,975</b>	<b>1,150,216</b>	<b>1,145,595</b>	<b>1,234,502</b>

PERMANENT STAFFING	FY 17-18	FY 16-17	PERSONNEL POSITIONS SUMMARY:
Lead Code Officer/Trainer	1	1	
Neighborhood Init Coord	3	3	
NIA Coordinator	1	1	2005-06 - 12
Comm. Outreach Specialist	1	1	2006-07 - 17
Code Enforce Officer FT	5	5	2007-08 - 17
Staff Secretary	1	1	2008-09 - 16
<b>TOTAL</b>	<b>12</b>	<b>12</b>	2009-10 - 16
			2010-11 - 16
			2011-12 - 18.32
			2012-13 - 18.54
			2013-14 - 12.9
			2014-15 - 12
			2015-16 - 12
			2016-17 - 12
			2017-18 - 12

Moved Director to Fund 310 (Disaster Relief & Nbhd Svcs Cleanup) FY 14-15  
 Animal Control Supervisor and Animal Control Officers transferred to the  
 General Fund, Department 10, under the supervision of Police Dept FY 13-14

**FINAL BUDGET 2017-2018**

NEIGHBORHOOD SERVICES (1510)	
<b>PERSONAL SERVICES</b>	
10-01 SALARIES	533,484
10-07 ALLOWANCES	480
10-10 LONGEVITY	21,481
10-11 SL BUYBACK	1,800
10-12 VL BUYBACK	1,930
10-13 PDO BUYBACK	2,083
<b>TOTAL PERSONAL SERVICES</b>	<b>561,258</b>
<b>BENEFITS</b>	
15-01 SOCIAL SECURITY	42,936
15-02 EMPLOYEES' RETIREMENT	78,576
15-03 GROUP INSURANCE	64,331
15-06 TRAVEL & SCHOOL	6,650
15-07 UNIFORMS	5,500
15-13 LIFE	1,620
15-14 DENTAL	6,802
15-20 OVERHEAD HEALTH CARE COST	2,632
<b>TOTAL BENEFITS</b>	<b>209,047</b>
<b>MATERIALS &amp; SUPPLIES</b>	
20-01 NEIGHBORHOOD INITIATIVE	43,000
20-34 MAINTENANCE OF EQUIPMENT	2,000
20-41 SUPPLIES	6,725
20-63 FLEET MAINTENANCE - FUEL	14,230
20-64 FLEET MAINTENANCE - PARTS	5,794
20-65 FLEET MAINTENANCE - LABOR	8,629
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>80,378</b>
<b>OTHER SERVICES &amp; CHARGES</b>	
30-01 UTILITIES & COMMUNICATIONS	22,000
30-23 UPKEEP REAL PROPERTY	5,700
30-40 CONTRACTUAL	23,000
30-53 NEIGHBORHOOD INITIATIVE	17,000
30-72 MEMBERSHIPS & SUBSCRIPTIONS	500
30-85 INSURANCE FIRE-THEFT-LIABILITY	7,320
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>75,520</b>
<b>TOTAL DIVISION REQUEST</b>	<b>926,203</b>

(CONTINUED)

**FUND: GENERAL (010)**  
**DEPARTMENT: NEIGHBORHOOD SERVICES (15)**  
**DEPARTMENT HEAD: MIKE STROH**  
**PAGE TWO**

**NOTE:** In previous years the fire department has been responsible for funding(3) code enforcement personnel and half (.5) of a secretary. Previous years the expenditures related to these positions have been expensed to the fire dept. In FY 06-07, the fire department will continue to fund these positions through an operating transfer to the General Fund, Neighborhood Services, in the amount of \$166,000.

**CONTRACTUAL (30-40) NHBD SVCS FY 17-18**

Jan- Pro for Nine Months @ \$1,080 each	9,720
Levant Tech. \$300 x 12 months	3,600
Firetrol Sprinkler/Ansul/Extinguishers	1,040
Verizon Ipads \$420 x 12 months	5,040
One Source Copier/Printer \$300 X 12 months	3,600
<b>TOTAL</b>	<b>23,000</b>

**CONTRACTUAL (30-40) NHBDS IN ACTION FY 17-18**

Summer Camp Bus Driver	2,000
Summer Camp Field Trips	3,000
Summer Camp Supplies	1,000
October Fest	600
After School/School Out Programs	800
Vita	7,800
Boys & Girls Club	75,000
<b>TOTAL</b>	<b>90,200</b>

**NEIGHBORHOOD INITIATIVE (20-01) FY 17-18**

Supplies	8,000
Meetings (\$50 per meeting)	10,000
Association Celebration	2,500
Council of Presidents	3,000
36 Associations, 5 Events	17,500
COPP's Supply	2,000
<b>TOTAL</b>	<b>43,000</b>

**NEIGHBORHOOD INITIATIVE (30-53) FY 17-18**

Dumpsters	17,000
<b>TOTAL</b>	<b>17,000</b>

The Boys and Girls Club total program cost is \$150,000. In prior years, the City paid 1/2 the cost and Boys and Girls Club paid 1/2 the cost.

**NEIGHBORHOODS IN ACTION (1530)**

**PERSONAL SERVICES**

10-01 SALARIES	112,655
10-02 WAGES	25,000
10-07 ALLOWANCES	2,280
10-10 LONGEVITY	3,700
10-11 SL BUYBACK - OVERBANK	1,699
10-12 VL BUYBACK	1,300
10-13 PDO BUYBACK	867
10-14 SL INCENTIVE	1,800
<b>TOTAL PERSONAL SERVICES</b>	<b>149,301</b>

**BENEFITS**

15-01 SOCIAL SECURITY	11,422
15-02 EMPLOYEES' RETIREMENT	17,402
15-03 GROUP INSURANCE	13,540
15-06 TRAVEL & SCHOOL	750
15-13 LIFE	324
15-14 DENTAL	1,145
15-20 OVERHEAD HEALTH CARE COST	658
<b>TOTAL BENEFITS</b>	<b>45,241</b>

**MATERIALS & SUPPLIES**

20-41 SUPPLIES	5,500
20-63 FLEET MAINTENANCE - FUEL	758
20-64 FLEET MAINTENANCE - PARTS	1,615
20-65 FLEET MAINTENANCE - LABOR	1,684
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>9,557</b>

**OTHER SERVICES & CHARGES**

30-01 UTILITIES & COMMUNICATIONS	11,000
30-23 UPKEEP REAL PROPERTY	3,000
30-40 CONTRACTUAL	15,200
30-40 CONTRACTUAL - BOYS & GIRLS CLUB	75,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>104,200</b>

**TOTAL DIVISION REQUEST 308,299**

**TOTAL DEPARTMENT REQUEST 1,234,502**

In previous years, Neighborhood Initiative was funded by a grant. Grant funds are no longer available starting in FY 17-18. All future funding for this program will come from the General Fund.

**FUND: GENERAL (010)**  
**DEPARTMENT: IT (16)**  
**DEPARTMENT HEAD: RYAN RUSHING**

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2015-2016	2016-2017	2016-2017	2017-2018
PERSONAL SERVICES	289,030	319,827	315,421	372,845
BENEFITS	101,188	118,463	111,394	127,124
MATERIALS & SUPPLIES	15,646	29,544	23,734	22,539
OTHER SERVICES	10,527	36,277	36,277	30,989
<b>TOTAL</b>	<b>416,391</b>	<b>504,111</b>	<b>486,826</b>	<b>553,497</b>

PERMANENT STAFFING	FY 17-18	FY 16-17
IT Director	1	1
Assistant IT Director	1	1
Systems Administrator	1	0.2
Data Center Administrator	1	1
Communications Coord - IT	0.105	0.105
<b>TOTAL</b>	<b>4.105</b>	<b>3.305</b>

PART TIME:	FY 17-18	FY 16-17
Technician	1	1

Moved .80 System Administrator from Tech Fund 014 FY 17-18  
 Added Radio Technician @ 10.5% FY 14-15  
 Moved .80% of Public Safety Adm to Tech Fund 014 FY 13-14  
 Added Assistant IT Director in Feb 2013 FY 12-13

**CONTRACTUAL (30-40) FY 17-18**

Information Technology Svcs (As needed to maintain software/hardware throughout the city)	14,156
<b>TOTAL</b>	<b>14,156</b>

**FINAL BUDGET 2017-2018**

PERSONAL SERVICES	
10-01 SALARIES	326,860
10-02 WAGES	17,136
10-03 OVERTIME	12,000
10-07 ALLOWANCES	8,578
10-10 LONGEVITY	3,050
10-13 PDO BUYBACK	1,578
10-14 SICK LEAVE INCENTIVE	1,800
10-19 ON CALL	1,843
<b>TOTAL PERSONAL SERVICES</b>	<b>372,845</b>

BENEFITS	
15-01 SOCIAL SECURITY	28,523
15-02 EMPLOYEES' RETIREMENT	49,799
15-03 GROUP INSURANCE	29,666
15-06 TRAVEL & SCHOOL	14,000
15-13 LIFE	665
15-14 DENTAL	3,200
15-20 OVERHEAD HEALTH CARE COST	1,271
<b>TOTAL BENEFITS</b>	<b>127,124</b>

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	7,120
20-35 SMALL TOOLS AND EQUIPMENT	5,000
20-41 SUPPLIES	4,500
20-63 FLEET FUEL	1,343
20-64 FLEET PARTS	1,630
20-65 FLEET LABOR	2,946
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>22,539</b>

OTHER SERVICES & CHARGES	
30-34 MAINTENANCE OF EQUIPMENT	14,500
30-40 CONTRACTUAL	14,156
30-72 MEMBERSHIPS & SUBSCRIPTIONS	700
30-85 INSURANCE/FIRE, THEFT, LIABILITY	1,633
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>30,989</b>

**TOTAL DEPARTMENT REQUEST** 553,497

**FUND: GENERAL (010)**  
**DEPARTMENT: EMERGENCY RESPONSE CENTER (18)**  
**DEPARTMENT HEAD: MIKE BOWER**

EXPENDITURES	AMENDED		ESTIMATED	
	ACTUAL 2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	674,904	697,630	690,368	730,486
BENEFITS	237,125	259,827	242,098	258,143
MATERIALS & SUPPLIES	921	3,500	2,738	2,850
OTHER SERVICES	1,258	3,050	3,050	3,000
<b>TOTAL</b>	<b>914,207</b>	<b>964,007</b>	<b>938,254</b>	<b>994,479</b>

PERMANENT STAFFING	FY 17-18	FY 16-17
Communication Spec II	0.5	0.5
Communication Spec I	12	12
Communications Coord - IT	0.26	0.26
<b>TOTAL</b>	<b>12.76</b>	<b>12.76</b>

EOC Manager in Fund 70  
 1 Comm Spec II to Fund 70 FY 10-11  
 .50 Comm Spec II to Fund 70 FY 11-12  
 .26 Radio Technician added FY 14-15

**CONTRACTUAL (30-40) FY 17-18**

Maintenance Contract on Recorder	2,500
<b>TOTAL</b>	<b>2,500</b>

**PERSONNEL  
 POSITIONS  
 SUMMARY:**

2005-06 - 15  
 2006-07 - 14.5  
 2007-08 - 14  
 2008-09 - 14  
 2009-10 - 14  
 2010-11 - 13  
 2011-12 - 12.5  
 2012-13 - 12.5  
 2013-14 - 12.5  
 2014-15 - 12.76  
 2015-16 - 12.76  
 2016-17 - 12.76  
 2017-18 - 12.76

**FINAL BUDGET 2017-2018**

**PERSONAL SERVICES**

10-01 SALARIES	630,305
10-03 OVERTIME	48,254
10-07 ALLOWANCES	203
10-10 LONGEVITY	16,917
10-11 SL BUYBACK	2,055
10-12 VACATION BUYBACK	1,879
10-13 PDO BUYBACK	11,223
10-14 SL INCENTIVE	8,550
10-19 ON CALL	5,300
10-27 SHIFT DIFFERENTIAL	5,800
<b>TOTAL PERSONAL SERVICES</b>	<b>730,486</b>

**BENEFITS**

15-01 SOCIAL SECURITY	55,882
15-02 EMPLOYEES' RETIREMENT	102,268
15-03 GROUP INSURANCE	78,646
15-06 TRAVEL & SCHOOL	6,545
15-13 LIFE	2,067
15-14 DENTAL	8,025
15-20 OVERHEAD HEALTH CARE COST	3,868
15-97 RETIREE INSURANCE SUBSIDY	443
15-98 RETIREE INSURANCE	399
<b>TOTAL BENEFITS</b>	<b>258,143</b>

**MATERIALS & SUPPLIES**

20-41 SUPPLIES	2,850
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>2,850</b>

**OTHER SERVICES & CHARGES**

30-40 CONTRACTUAL	2,500
30-72 MEMBERSHIPS & SUBSCRIPTIONS	500
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>3,000</b>

**TOTAL DEPARTMENT REQUEST**

**994,479**

**FUND: GENERAL (010)**  
**DEPARTMENT: SWIMMING POOLS (19)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2015-2016	2016-2017	2016-2017	2017-2018
PERSONAL SERVICES	218,867	214,698	199,127	218,146
BENEFITS	25,609	25,243	25,039	27,761
MATERIALS & SUPPLIES	33,276	42,846	42,805	34,466
OTHER SERVICES	7,944	14,425	14,358	12,225
<b>TOTAL</b>	<b>285,696</b>	<b>297,212</b>	<b>281,329</b>	<b>292,598</b>

PERMANENT STAFFING	FY 17-18	FY 16-17
Aquatic & Rec Supervisor	0.5	0.5

SEASONAL STAFFING	FY 17-18	FY 16-17
Pool Manager	1	1
Assistant Manager	1	1
Guard Supervisors	3	3
Senior Guard	3	3
Lifeguards	45	45
Head Cashier	1	1
Cashiers	10	10
Life Guard Instructor	1	1
Water Safety Instructor	5	5
Seasonal Maintenance	1	1
<b>TOTAL</b>	<b>71</b>	<b>71</b>

Lifeguards were increased to accommodate a 3-Shift System. No impact on wages. FY 09-10

<b>CONTRACTUAL (30-40) FY 17-18</b>	
Cintas First Aid Kit	285
<b>TOTAL</b>	<b>285</b>

**FINAL BUDGET 2017-2018**

<b>PERSONAL SERVICES</b>	
10-01 SALARY	20,596
10-02 WAGES	180,000
10-03 OVERTIME	1,000
10-04 ADDITIONAL PAY	15,000
10-07 ALLOWANCES	840
10-12 VACATION BUYBACK	100
10-13 PDO BUYBACK	160
10-14 SICK LEAVE INCENTIVE	450
<b>TOTAL PERSONAL SERVICES</b>	<b>218,146</b>

<b>BENEFITS</b>	
15-01 SOCIAL SECURITY	16,688
15-02 RETIREMENT	3,240
15-03 GROUP HEALTH INSURANCE	2,372
15-06 TRAVEL & SCHOOL	475
15-13 LIFE	81
15-14 DENTAL	191
15-20 OVERHEAD HEALTH CARE COST	164
15-97 RETIREE INSURANCE SUBSIDY	2,390
15-98 RETIREE INSURANCE	2,159
<b>TOTAL BENEFITS</b>	<b>27,761</b>

<b>MATERIALS &amp; SUPPLIES</b>	
20-35 SMALL TOOLS & EQUIPMENT	250
20-41 SUPPLIES	6,441
20-49 CHEMICALS	25,918
20-63 FLEET MAINTENANCE - FUEL	164
20-64 FLEET MAINTENANCE - PARTS	537
20-65 FLEET MAINTENANCE - LABOR	1,156
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>34,466</b>

<b>OTHER SERVICES &amp; CHARGES</b>	
30-01 UTILITIES & COMMUNICATIONS	2,086
30-18 REFUNDS	1,425
30-23 UPKEEP REAL PROPERTY	5,894
30-40 CONTRACTUAL	285
30-41 CONTRACT LABOR	2,535
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>12,225</b>

**TOTAL DEPARTMENT REQUEST** 292,598

**FUND: GENERAL FUND C/O RESERVE (011)**  
**DEPARTMENT: GENERAL GOVERNMENT (1410)**  
**DEPARTMENT HEAD: GUY HENSON**

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CAPITAL OUTLAY	-	912,658	-	107,500
<b>TOTAL</b>	<b>-</b>	<b>912,658</b>	<b>-</b>	<b>107,500</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTEREST	19,913	19,486	16,108	14,471
<b>TOTAL</b>	<b>19,913</b>	<b>19,486</b>	<b>16,108</b>	<b>14,471</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	1,337,090	36,697	500,000	873,787	6/30/2015
6/30/2015	873,787	19,913	-	893,700	6/30/2016
6/30/2016	893,700	16,108	-	909,808	6/30/2017 - EST
6/30/2017	909,808	14,471	107,500	816,779	6/30/2018 - EST

**FINAL BUDGET 2017-2018**

<b>CAPITAL OUTLAY</b>	
40-14 REMODEL	107,500
<b>TOTAL CAPITAL OUTLAY</b>	<b>107,500</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>107,500</b>

<b>40-14 REMODEL</b>	
2.5 Million BTU Boiler - 2nd year	55,000
100 Ton Air Cooled Chiller - 2nd year	52,500
<b>TOTAL</b>	<b>107,500</b>

<b>CAPITAL PLANNING</b>			
	2018-2019	2019-2020	2020-2021
40-01 Vehicles	100,666	101,672	103,197
40-02 Equipment	60,704	38,326	62,948
40-49 Computers	17,133	17,304	17,347
40-50 Software	120,333	90,367	86,782
<b>TOTAL</b>	<b>298,836</b>	<b>247,669</b>	<b>270,274</b>

FUND: STREET & ALLEY (013)  
DEPARTMENT: STREET (09)  
DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
MATERIALS & SUPPLIES	58,500	50,216	45,031	50,000
OTHER SERVICES	-	30,000	30,000	30,000
CAPITAL OUTLAY	524,453	2,508,594	2,116,228	400,000
<b>TOTAL</b>	<b>582,952</b>	<b>2,588,810</b>	<b>2,191,259</b>	<b>480,000</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TAXES	527,092	521,628	485,807	506,450
INTEREST	40,620	41,766	12,421	9,059
TRANSFER IN (010 and 191)	60,708	350,000	350,000	50,000
<b>TOTAL</b>	<b>628,420</b>	<b>913,394</b>	<b>848,228</b>	<b>565,509</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	1,274,384	593,563	137,991	1,729,956	6/30/2015
6/30/2015	1,729,956	628,420	582,952	1,775,423	6/30/2016
6/30/2016	1,775,423	848,228	2,191,259	432,392	6/30/2017 - EST
6/30/2017	432,392	565,509	480,000	517,901	6/30/2018 - EST

**CONTRACTUAL (30-40) FY 17-18**

City Wide Stripe Rehabilitation	30,000
<b>TOTAL</b>	<b>30,000</b>

**FINAL BUDGET 2017-2018**

STREET DEPARTMENT (0910)	
<b>MATERIALS &amp; SUPPLIES</b>	
20-41 MATERIALS (CRACKSEAL SUPPLIES)	50,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>50,000</b>
<b>OTHER SERVICES &amp; CHARGES</b>	
30-40 CONTRACTUAL	30,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>30,000</b>
<b>CAPITAL OUTLAY</b>	
40-06 INFRASTRUCTURE	400,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>400,000</b>
<b>TOTAL DIVISION REQUEST</b>	<b>480,000</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>480,000</b>

**CAPITAL OUTLAY FY 17-18**

Water Line Break Repairs	50,000
Residential Street Repair	250,000
Roto Mill and Overlay Douglas from SE 4th to SE 10th (Additional funding in Fund 65 and Fund 157)	100,000
<b>TOTAL</b>	<b>400,000</b>

**CAPITAL OUTLAY FY 16-17 (EST ACTUAL)**

Water Line Break Repairs	100,320
Residential Street Repair	369,980
Roto Mill & Overlay - S. E. 15th St from Midwest to Oelke (Local Match) Additional Funding in Fund 269, G. O. Bonds, Project 691601)	376,076
Misc City Wide Thermo Stripe Projects	120,705
Pedestrian Crossing - Engineering Only	88,000
Westminster - Reno - 10th	65,021
SE 29th A Harris to Sooner	85,110
Sooner/15th St Improvements	267,618
Railroad Crossing Westminster - Match	25,665
Railroad Crossing Midwest - Match	31,729
Railroad Crossing Douglas - Match	31,455
Railroad Crossing Sooner - Match	28,993
Railroad Crossing 10th St - Match	27,675
15th & Douglas Intersection	317,881
Re-construction of SE 29th St - Midwest to Douglas -Phase I	180,000
<b>TOTAL</b>	<b>2,116,228</b>



FUND: TECHNOLOGY (014)  
DEPARTMENT: GENERAL GOVERNMENT (14)  
DEPARTMENT HEAD: RYAN RUSHING

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET	ACTUAL	BUDGET
	2016-2017	2016-2017	2017-2018	
PERSONAL SERVICES	141,271	148,535	148,092	107,763
BENEFITS	40,328	47,420	46,721	38,932
OTHER SERVICES	252,487	356,543	356,543	346,976
CAPITAL OUTLAY	-	40,000	40,000	-
TRANSFERS	601	-	-	-
<b>TOTAL</b>	<b>434,687</b>	<b>592,498</b>	<b>591,356</b>	<b>493,671</b>

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET	ACTUAL	BUDGET
	2016-2017	2016-2017	2017-2018	
LICENSES & PERMITS	24,800	19,467	22,467	21,622
CHARGES FOR SERVICES	321,993	300,561	283,772	332,485
FINES & FORFEITURES	28,178	30,312	20,536	24,357
INVESTMENT INTEREST	10,859	11,373	7,690	6,478
MISCELLANEOUS	83	-	-	-
TRANSFERS IN	45,673	52,757	52,757	50,354
<b>TOTAL</b>	<b>431,586</b>	<b>414,470</b>	<b>387,222</b>	<b>435,296</b>

BUDGETARY	BUDGET			FUND	
FUND BALANCE:	FUND BAL.	REVENUES	EXPENSES	BALANCE	
6/30/2014	481,468	390,458	390,669	481,257	6/30/2015
6/30/2015	481,257	431,586	434,687	478,157	6/30/2016
6/30/2016	478,157	387,222	591,356	274,023	6/30/2017 - EST
6/30/2017	274,023	435,296	493,671	215,648	6/30/2018 - EST

Excludes Capital Outlay (24,684) 5% Reserve  
190,964

FINAL BUDGET 2017-2018

PERSONAL SERVICES

10-01 SALARY	92,957
10-03 OVERTIME	7,380
10-07 ALLOWANCES	1,560
10-10 LONGEVITY	1,742
10-13 PDO BUYBACK	348
10-14 SICK LEAVE INCENTIVE	900
10-19 ON CALL	2,876
<b>TOTAL PERSONAL SERVICES</b>	<b>107,763</b>

BENEFITS

15-01 SOCIAL SECURITY	8,244
15-02 RETIREMENT	15,087
15-03 GROUP INSURANCE	9,486
15-06 TRAVEL & SCHOOL	4,370
15-13 LIFE	324
15-14 DENTAL	763
15-20 OVERHEAD HEALTH CARE COST	658
<b>TOTAL BENEFITS</b>	<b>38,932</b>

OTHER SERVICES & CHARGES

30-40 CONTRACTUAL	8,336
30-43 HARDWARE/SOFTWARE MAINTENANCE	338,640
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>346,976</b>

TOTAL DEPARTMENT REQUEST

**493,671**

CONTRACTUAL (30-40) FY 17-18

Information Technology Services - As Needed	8,336
<b>TOTAL</b>	<b>8,336</b>

Revenue projections include a proposed fee increase in the Technology fee of \$5 which is estimated to generate \$35,000. The technology fee is currently \$40 and will increase to \$45 under proposal that will be brought to council.

(CONTINUED)

**FUND: TECHNOLOGY (014)**  
**DEPARTMENT: GENERAL GOVERNMENT (14)**  
**DEPARTMENT HEAD: RYAN RUSHING**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
Computer Tech	2	2
System Administrator	0	0.8
<b>TOTAL</b>	<b>2</b>	<b>2.8</b>

FY 17-18: Move 80% System Administrator to fund 10-16 IT  
 FY 13-14: Exchanged Computer Tech position for Assistant IT Director. Moved 80% of a Systems Administrator from General Fund 010-1610.  
 FY 12-13: Increase in Computer Tech due to department no longer responsible for Hotel/Conference Center therefore expense had to come back to City.

**PERSONNEL**  
**POSITIONS SUMMARY:**

- 2008-09 - 1
- 2009-10 - 1.7
- 2010-11 - 1.7
- 2011-12 - 2.7
- 2012-13 - 3
- 2013-14 - 2.8
- 2014-15 - 2.8
- 2015-16 - 2.8
- 2016-17 - 2.8
- 2017-18 - 2

**HARDWARE/SOFTWARE MAINTENANCE (30-43) FY 17-18**

HTE Software Maintenance	105,223
Tyler	130,798
IBM/VAR Hardware	5,340
IBM 400 Backup LaserVault	1,600
Viruscan	3,000
Check Writer	160
Time System	10,642
Novell	8,550
Vmware	14,000
NetMail	4,375
Whats UP-Gold	4,830
Veeam	2,424
SAN (Data Storage)	18,000
Cisco Smart Net	2,500
HelpSystems Robot Software	1,500
Barracuda	1,898
Agenda Pal	4,800
PC Computer Maintenance	19,000
<b>TOTAL</b>	<b>338,640</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL ROLLED FORWARD**

Network Upgrades	20,000
Equipment	20,000
<b>TOTAL</b>	<b>40,000</b>

PROPOSED 06/13/2017

**FUND: STREET LIGHTING FEE - (015)**  
**DEPARTMENT: GENERAL GOVERNMENT (14)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**

**FINAL BUDGET 2017-2018**

<b>OTHER SERVICES AND CHARGES</b>	
30-01 UTILITIES/COMMUNICATION	50,000
<b>TOTAL OTHER SERVICES AND CHARGES</b>	<u>50,000</u>

<b>CAPITAL OUTLAY</b>	
40-06 INFRASTRUCTURE - Street Lights	200,000
<b>TOTAL CAPITAL OUTLAY</b>	<u>200,000</u>

**TOTAL DEPARTMENT REQUEST** 250,000

<b>EXPENDITURES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
OTHER SERVICES	-	-	-	50,000
CAPITAL OUTLAY	-	-	-	200,000
<b>TOTAL</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>250,000</u>

<b>REVENUES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
CHARGES FOR SERVICES	-	450,625	518,861	560,179
INTEREST	-	-	3,352	4,919
<b>TOTAL</b>	<u>-</u>	<u>450,625</u>	<u>522,213</u>	<u>565,098</u>

<b>BUDGETARY FUND BALANCE:</b>	<b>BUDGET FUND BAL.</b>	<b>REVENUES</b>	<b>EXPENSES</b>	<b>FUND BALANCE</b>	
6/30/2016	-	522,213	-	522,213	6/30/2017 - EST
6/30/2017	522,213	565,098	250,000	837,311	6/30/2018 - EST

**FEE SCHEDULE PER MONTH FY 17-18**

Residential	\$1.75
Commercial	\$7.50
Apartment Complexes (3 or more units)	\$1.00
Mobile/Manufactured Home Parks (per occupied pad)	\$1.00
Mobile/Manufactured Home Parks (with own water meter)	\$1.75

FUND: REIMBURSED PROJECTS (016)  
DEPARTMENT: VARIOUS  
DEPARTMENT HEAD: VARIOUS

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
MATERIALS & SUPPLIES	29,805	68,562	30,667	1,043
OTHER SVCS & CHGS	106,181	318,006	222,120	42,475
CAPITAL OUTLAY	403,184	338,787	338,787	12,382
DEBT SERVICES	50,882	50,882	50,882	50,882
<b>TOTAL</b>	<b>590,053</b>	<b>776,237</b>	<b>642,456</b>	<b>106,782</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTERGOVERNMENTAL	411,261	130,291	125,290	-
CHARGES FOR SERVICES	80,213	88,400	73,850	75,400
MISCELLANEOUS	29,171	25,696	26,126	22,347
INTEREST	17,969	13,712	13,216	11,386
TRANSFERS IN	-	102,769	102,768	-
<b>TOTAL</b>	<b>538,615</b>	<b>360,868</b>	<b>341,250</b>	<b>109,133</b>

**CAPITAL OUTLAY FY 17-18**

Tile for Rig Room - Neighborhoods in Action	12,382
<b>TOTAL</b>	<b>12,382</b>

**FINAL BUDGET 2017-2018**

<b>DEPT. 1410 - GENERAL GOVT</b> (Clock Tower Debt & Utilities at Water Plant)	
<b>OTHER SERVICES &amp; CHARGES</b>	
30-01 UTILITIES	5,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>5,000</b>

<b>DEBT SERVICES (Clock Tower Loan)</b>	
71-02 INTEREST ON NOTES	3,762
73-02 PRINCIPAL ON NOTES	47,120
<b>TOTAL DEBT SERVICES</b>	<b>50,882</b>

<b>TOTAL DIVISION REQUEST</b>	<b>55,882</b>
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<b>DEPT. 1510 - NEIGHBORHOOD SVCS</b>	
<b>MATERIALS &amp; SUPPLIES</b>	
20-06 CHRISTMAS BASKET SUPPLIES	1,043
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>1,043</b>

<b>CAPITAL OUTLAY</b>	
40-14 REMODEL	12,382
<b>TOTAL CAPITAL OUTLAY</b>	<b>12,382</b>

<b>TOTAL DIVISION REQUEST</b>	<b>13,425</b>
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**DEPT. 4820 - CREDIT UNION**

<b>OTHER SERVICES &amp; CHARGES</b>	
30-23 UPKEEP REAL PROPERTY	22,475
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>22,475</b>

<b>TOTAL DIVISION REQUEST</b>	<b>22,475</b>
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**DEPT. 6110 - STORMWATER**

<b>OTHER SERVICES &amp; CHARGES</b>	
30-23 UPKEEP REAL PROPERTY	15,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>15,000</b>

<b>TOTAL DIVISION REQUEST</b>	<b>15,000</b>
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<b>TOTAL DEPARTMENT REQUEST</b>	<b>106,782</b>
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**FUND: REIMBURSED PROJECTS (016)**  
**DEPARTMENT: VARIOUS**  
**DEPARTMENT HEAD: VARIOUS**  
**PAGE TWO**

FUND BALANCE ESTIMATED ACTUAL AT 6-30-17				
DEPT/DIVISION	6/30/16 FUND BALANCE	ESTIMATED REVENUES	ESTIMATED EXPENSES	6/30/17 FUND BALANCE
05 - COMMUNITY DEV.	106,369	83,500	146,773	43,096
06 - PARK & REC	38,262	46,000	82,015	2,247
11 - WEED & SEED	2,105			2,105
15 - NEIGHBORHOOD SVCS	123,768	24,995	29,783	118,980
39 - GRANTS MGMT	9,374	30,000	39,374	-
48 - CREDIT UNION	14,131	5,000	1,656	17,475
55 - SR CENTER	664			664
61 - STORMWATER	75,773	16,883	1,050	91,606
62 - POLICE	43,975		43,975	-
64 - FIRE	95,788	9,790	105,578	-
37 - HOUSING	35,063	648	648	35,063
14 - GENERAL GOV'T	(91,676)	83,718	66,196	(74,154)*
78 - RECREATION	70,408		70,408	-
87 - ECONOMIC	27,500	27,500	55,000	-
UNRESERVED	2,532			2,532
INTEREST	70,272	13,216		83,488
	<b>624,307</b>	<b>341,250</b>	<b>642,456</b>	<b>323,101</b>

FUND BALANCE ESTIMATED ACTUAL AT 6-30-18				
DEPT/DIVISION	6/30/17 FUND BALANCE	ESTIMATED REVENUES	ESTIMATED EXPENSES	6/30/18 FUND BALANCE
05 - COMMUNITY DEV.	43,096			43,096
06 - PARK & REC	2,247			2,247
11 - WEED & SEED	2,105			2,105
15 - NEIGHBORHOOD SVCS	118,980	11,400	13,425	116,955
39 - GRANTS MGMT	-			-
48 - CREDIT UNION	17,475	5,000	22,475	-
55 - SR CENTER	664			664
61 - STORMWATER	91,606	17,347	15,000	93,953
64 - FIRE	-			-
37 - HOUSING	35,063			35,063
14 - GENERAL GOV'T	(74,154)	64,000	55,882	(66,036)*
87 - ECONOMIC	-			-
UNRESERVED	2,532			2,532
INTEREST	83,488	11,386		94,874
	<b>323,101</b>	<b>109,133</b>	<b>106,782</b>	<b>325,452</b>

\*Due to clock tower loan balance of \$96,649.57 at 6/30/17 and \$49,529.79 at 6/30/18

**FUND: MOBILE HOME PARK (017)**  
**DEPARTMENT: PROPERTY MGMT - TRAILER PARK**  
**DEPARTMENT HEAD: TIM LYON**

<b>EXPENDITURES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
OTHER SERVICES	11,645	10,210	10,210	10,000
DEBT SERVICE	15,634	124,350	124,350	66,381
<b>TOTAL</b>	<b>27,279</b>	<b>134,560</b>	<b>134,560</b>	<b>76,381</b>

<b>REVENUES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
CHARGES FOR SERVICES	100	-	-	-
TRANSFERS IN (194)	135,894	134,350	134,560	76,381
PRINCIPAL RETIREMENT	-	115,996	115,996	65,063
<b>TOTAL</b>	<b>135,994</b>	<b>250,346</b>	<b>250,556</b>	<b>141,444</b>

<b>BUDGETARY FUND BALANCE:</b>	<b>BUDGET FUND BAL.</b>	<b>REVENUES</b>	<b>EXPENSES</b>	<b>FUND BALANCE</b>	
6/30/2014	5,108,334	229,344	127,452	5,210,226	6/30/2015
6/30/2015	5,210,226	135,994	27,279	5,318,941	6/30/2016
6/30/2016	5,318,941	250,556	134,560	5,434,937	6/30/2017 - EST
6/30/2017	5,434,937	141,444	76,381	5,500,000	6/30/2018 - EST

Jan. 2018 is the scheduled final payment on note.

**FINAL BUDGET 2017-2018**

<b>OTHER SERVICES AND CHARGES</b>	
30-40 CONTRACTUAL	10,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>10,000</b>

<b>DEBT SERVICE</b>	
71-02 INTEREST ON NOTES	1,318
73-02 PRINCIPAL ON NOTES	65,063
<b>TOTAL DEBT SERVICE</b>	<b>66,381</b>

<b>TOTAL DEPARTMENT REQUEST</b>	<b>76,381</b>
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<b>CONTRACTUAL (30-40) FY 17-18</b>	
Mowing/Chemicals	10,000
<b>TOTAL</b>	<b>10,000</b>

<b>BUDGETARY FUND BALANCE ESTIMATED AT 06-30-17</b>	
Land	5,500,000
<b>Total Assets</b>	<b>5,500,000</b>
Note Payable	65,063
<b>Total Liabilities</b>	<b>65,063</b>
<b>FUND BALANCE</b>	<b>5,434,937</b>

FUND: POLICE (020)  
 DEPARTMENT: POLICE (62)  
 DEPARTMENT HEAD: BRANDON CLABES

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	8,182,643	8,272,190	8,208,860	8,339,368
BENEFITS	3,153,127	3,339,955	3,224,975	3,365,267
MATERIALS & SUPPLIES	622,888	778,314	602,697	750,380
OTHER SERVICES	318,160	429,328	424,044	431,927
TRANSFERS OUT	345,462	149,000	149,000	100,000
<b>TOTAL</b>	<b>12,622,281</b>	<b>12,968,787</b>	<b>12,609,576</b>	<b>12,986,942</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TAXES	2,784,711	2,784,864	2,707,186	2,729,167
CHARGES FOR SERVICES	50,000	-	-	-
INVESTMENT INTEREST	34,562	31,033	26,202	23,468
FINE & FORFEITURES	17,953	16,500	15,504	16,607
MISCELLANEOUS	14,289	4,303	13,573	2,717
TRANSFERS	9,746,074	9,825,091	9,420,503	9,814,127
<b>TOTAL</b>	<b>12,647,588</b>	<b>12,661,791</b>	<b>12,182,968</b>	<b>12,586,086</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	1,699,260	12,340,970	12,521,489	1,518,741
6/30/2015	1,518,741	12,647,588	12,622,281	1,544,048
6/30/2016	1,544,048	12,182,968	12,609,576	1,117,440
6/30/2017	1,117,440	12,586,086	12,986,942	716,584

Excludes Transfers Out (644,347) **5% Reserve**  
**72,237**

**FINAL BUDGET 2017-2018**

PERSONAL SERVICES (6210 - SWORN EMPLOYEES)	
10-01 SALARIES	5,951,181
10-06 COLLEGE INCENTIVE	81,500
10-07 ALLOWANCES	120,967
10-09 OVERTIME 2	129,085
10-10 LONGEVITY	119,362
10-11 SL BUYBACK-OVER BANK	70,000
10-12 VACATION BUYBACK	190,000
10-13 PDO BUYBACK	124,622
10-14 SL INCENTIVE	45,733
10-17 ADDITIONAL INCENTIVE	13,672
10-18 SEPARATION PAY	61,000
10-26 K-9 OVER OT BANK	6,736
10-27 SHIFT DIFFERENTIAL	2,867
<b>PERSONAL SERVICES - SWORN</b>	<b>6,916,725</b>
PERSONAL SERVICES (6220 - CIVILIAN EMPLOYEES)	
10-01 SALARIES	1,259,228
10-02 WAGES	20,649
10-03 OVERTIME	49,191
10-04 ADDITIONAL PAY	18,534
10-07 ALLOWANCES	8,183
10-10 LONGEVITY	16,158
10-11 SL BUYBACK-OVER BANK	7,200
10-12 VACATION BUYBACK	2,400
10-13 PDO BUYBACK	2,947
10-14 SL INCENTIVE	13,067
10-17 ADDITIONAL INCENTIVE	2,100
10-18 SEPARATION PAY	6,458
10-19 ON CALL	7,090
10-27 SHIFT DIFFERENTIAL	9,438
<b>PERSONAL SERVICES - CIVILIAN</b>	<b>1,422,643</b>
<b>TOTAL PERSONAL SERVICES</b>	<b>8,339,368</b>

(CONTINUED)

**FUND: POLICE (020)**  
**DEPARTMENT: POLICE (62)**  
**DEPARTMENT HEAD: BRANDON CLABES**  
**PAGE TWO**

**PERMANENT STAFFING**      **FY 17-18**      **FY 16-17**

**Division 6210**

Major	2	2
Captain	4	4
Lieutenant	12	12
Sergeant	46	57
Police Officer	26	15
Warrant Officers	2	2

TOTAL                                      92                                      92

**Division 6220**

Police Chief	1	1
Asst Chief	1	1
Jail Matron/Jailer	12	12
Civilian Support Manager	1	1
Records Clerk	6	6
UCR/Clerk	1	1
Adm. Secretary	1	1
Fiscal Officer	1	1
Lab Technician	2	2
Lab Supervisor	1	1
Property Room Clerk	1	1
Janitor	0.25	0.25
Communications Coord - IT	0.26	0.26

TOTAL                                      28.51                                      28.51

TOTAL 6210 & 6220                      120.51                                      120.51

**PART TIME:**                              **FY 17-18**                                      **FY 16-17**

Seasonal Temp	0	1
Jail Chaplain	1	1

**PERSONNEL  
POSITIONS  
SUMMARY:**

- 2004-05 - 117
- 2005-06 - 117
- 2006-07 - 118
- 2007-08 - 120.25
- 2008-09 - 120.25
- 2009-10 - 120.25
- 2010-11 - 122.25
- 2011-12 - 122.25
- 2012-13 - 122.25
- 2013-14 - 123.25
- 2014-15 - 121.51
- 2015-16 - 120.51
- 2016-17 - 120.51
- 2017-18 - 120.51

**BENEFITS (6210 - SWORN EMPLOYEES)**

15-01 SOCIAL SECURITY	529,129
15-02 EMPLOYEES' RETIREMENT	799,766
15-03 GROUP INSURANCE	716,535
15-04 WORKERS COMP INSURANCE	405,902
15-05 SELF INS - UNEMPLOYMENT	3,000
15-06 TRAVEL & SCHOOL	80,000
15-07 UNIFORMS	39,800
15-13 LIFE	14,904
15-14 DENTAL	77,658
15-20 OVERHEAD HEALTH CARE COST	28,623
15-97 RETIREE INSURANCE SUBSIDY	109,150
15-98 RETIREE INSURANCE	98,630
<b>TOTAL BENEFITS-SWORN</b>	<b>2,903,097</b>

**BENEFITS (6220 - CIVILIAN EMPLOYEES)**

15-01 SOCIAL SECURITY	108,832
15-02 EMPLOYEES' RETIREMENT	175,223
15-03 GROUP INSURANCE	144,151
15-13 LIFE	4,619
15-14 DENTAL	13,848
15-20 OVERHEAD HEALTH CARE CARE	8,277
15-97 RETIREE INSURANCE SUBSIDY	3,793
15-98 RETIREE INSURANCE	3,427
<b>TOTAL BENEFITS-CIVILIAN</b>	<b>462,170</b>

**TOTAL BENEFITS**                                      **3,365,267**

**MATERIALS & SUPPLIES (6210 - SWORN EMPLOYEES)**

20-34 MAINTENANCE OF EQUIPMENT	15,400
20-41 SUPPLIES	110,550
20-63 FLEET MAINTENANCE - FUEL	276,678
20-64 FLEET MAINTENANCE - PARTS	173,415
20-65 FLEET MAINTENANCE - LABOR	174,337
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>750,380</b>

(CONTINUED)



**FUND: POLICE (020)**  
**DEPARTMENT: POLICE (62)**  
**DEPARTMENT HEAD: BRANDON CLABES**  
**PAGE THREE**

<b>CONTRACTUAL 30-40</b>	<b>16-17</b>	<b>17-18</b>
Labor Relations/Arbitration	10,000	10,000
Cont (Groupwise Lic Fee)	300	300
Criss Cross Lease	900	-
OLETS Fee	11,000	11,000
5 Year Phy 12 @ \$600 (\$550 in FY 16-17)	4,500	7,200
Immunizations	400	400
TB Tine Tests	500	500
PreEmp Officers / Reserve	3,000	3,000
Physical Fit for Duty Testing	1,000	1,000
FCE Testing	1,000	1,000
MMPI/CPI Testing	750	750
Pre Employment Jailers	500	500
Literacy Testing	500	500
Substance Abuse Testing	150	150
Exposure Baseline Testing	5,000	4,000
Vigilant Video	1,500	-
Tyler Software - After hours support	2,000	2,000
CSC Credit Services	1,400	1,330
CLEAR (WEST Thompson)	7,000	6,000
Air Card for SIU (Pole Cam)	650	650
ODIS - Also Funded in Fund 10-12	650	750
UDS (Utility Data Services)	6,000	6,000
Leads on Line	800	800
Copier Lease	8,000	8,000
DPS (fee for Cad)	300	300
Watchguard Annual Maintenance	22,325	30,950
Bosch Crash Data Retrieval	1,000	900
Cell Bright Maintenance	3,100	3,700
Conversion Costs	9,120	9,120
US Fleet Tracking (GPS)	960	960
OMEGA Group Maintenance (Crime View)	4,600	-
Automation Integrated	5,000	4,290
UHF Frequency	100	100
SIU Alarm Monitoring	360	360
<b>TOTAL</b>	<b>114,365</b>	<b>116,510</b>

**OTHER SERVICES & CHARGES (6210 - SWORN EMPLOYEES)**

30-01 UTILITIES & COMMUNICATIONS	97,681
30-21 SURPLUS PROPERTY	6,800
30-23 UPKEEP REAL PROPERTY	6,650
30-40 CONTRACTUAL	116,510
30-42 SPECIAL INVESTIGATIONS	7,600
30-43 HARDWARE/SOFTWARE MAINT	8,311
30-54 VEHICLE ACCIDENT INS	15,000
30-72 MEMBERSHIPS & SUBSCRIPS	5,590
30-75 LEGAL PUBLICATIONS	2,375
30-85 INSURANCE - FIRE/THEFT	162,920
30-86 AUDIT	2,490
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>431,927</b>

**TRANSFERS TO OTHER FUNDS (6210 - SWORN EMPLOYEES)**

80-21 POLICE CAP (021)	100,000
<b>TOTAL TRANSFERS TO OTHER FUNDS</b>	<b>100,000</b>

**TOTAL DEPARTMENT REQUEST** 12,986,942

**UTILITIES (30-01)**

EOC Dispatch Phone	575
Gas and Electric	30,000
SIU Phone Service	1,011
Cell Phone Use	3,930
SIU Electric bill	2,000
SIU Gas bill	1,300
Utilities for Crime Lab	6,250
Gun Range Phone	470
City Hall (Phones) 33%	975
MI-FI Use	48,650
Cox Modem	1,020
SIU Surveillance Wire Minutes	1,500
<b>TOTAL</b>	<b>97,681</b>

FUND: POLICE CAPITALIZATION (021)  
 DEPARTMENT: POLICE (62)  
 DEPARTMENT HEAD: BRANDON CLABES

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES	-	96	96	96
CAPITAL OUTLAY	256,056	816,140	816,140	443,000
<b>TOTAL</b>	<b>256,056</b>	<b>816,236</b>	<b>816,236</b>	<b>443,096</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TAXES	107,859	107,864	104,856	105,920
FINES & FORFEITURES	54,315	51,624	45,747	49,746
INVESTMENT INTEREST	18,319	18,617	16,014	15,252
MISC - INSURANCE PROCEEDS	27,154	26,662	27,262	-
ASSET RETIREMENT	10,500	-	6,655	-
TRANSFERS	311,029	154,000	154,000	100,000
<b>TOTAL</b>	<b>529,176</b>	<b>358,767</b>	<b>354,534</b>	<b>270,918</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	482,044	461,619	267,204	676,458
6/30/2015	676,458	529,176	256,056	949,578
6/30/2016	949,578	354,534	816,236	487,876
6/30/2017	487,876	270,918	443,096	315,698

FINAL BUDGET 2017-2018

OTHER SERVICES AND CHARGES	
30-86 AUDIT	96
<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>96</b>

CAPITAL OUTLAY	
40-01 VEHICLES	300,000
40-02 MACH, FURNITURE & EQUIPMENT	131,000
40-49 COMPUTERS (HARDWARE)	12,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>443,000</b>

**TOTAL DEPARTMENT REQUEST** 443,096

CAPITAL OUTLAY FY 17-18	
Vehicles: 5 Marked Patrol Units	160,000
Equipment for (5) Marked Patrol Units	140,000
DAE (Drive Array Encl) -Store In Car & Body Cam Dat	30,000
Bluetooth Thermal Printers (5 @ \$800/each)	4,000
Body Cameras (10 @ \$1,800/each)	18,000
Handheld Radios (10 @ \$5,000/each)	50,000
MCT's & Docking Stations (5 @ \$5,000/each)	25,000
Desktop Computers (10 @ \$1,200/each)	12,000
Industrial Shredder	4,000
<b>Total</b>	<b>443,000</b>

CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL	
Document Imaging System	1,363
Wireless in Car Cameras	52,885
K-9 Dog	5,000
MCT's for Patrol	75,000
New Radios	46,763
35 Computers	24,818
Thermal Image Printers	5,000
800 MHZ Radio Upgrade	30,000
VHF Radio Upgrade	10,000
Ethernet (50%)	1,149
Vehicles: 11 Patrol, 2 SIU	308,552
Equipment for Vehicles: 11 Patrol	199,268
SCBA Masks	3,550
Upgrade Lineup	5,000
Cellbright Machine	3,100
Polygraph Machine	6,000
Motorcycle Helmets	3,203
Video Analysis Software	3,000
Replacement Motorcycle	25,459
Executime	7,030
<b>Total</b>	<b>816,140</b>

**FUND: JUVENILE (025)**  
**DEPARTMENT: MUNICIPAL COURT**  
**DEPARTMENT HEAD: TIM LYON**

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	119,841	124,938	124,536	76,687
BENEFITS	38,456	40,692	39,840	26,817
MATERIALS & SUPPLIES	2,195	5,755	5,659	2,066
OTHER SERVICES	893	987	987	1,063
CAPITAL OUTLAY	2,522	1,671	1,671	-
TRANSFERS	429	-	-	-
<b>TOTAL</b>	<b>164,337</b>	<b>174,043</b>	<b>172,693</b>	<b>106,633</b>

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
FINES & FORFEITURES	106,616	118,247	67,049	86,832
INTEREST	1,618	1,386	454	503
TRANSFER IN (GENERAL)	25,000	42,000	42,000	37,000
<b>TOTAL</b>	<b>133,234</b>	<b>161,633</b>	<b>109,503</b>	<b>124,335</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	111,480	149,023	156,319	104,185
6/30/2015	104,185	133,234	164,337	73,081
6/30/2016	73,081	109,503	172,693	9,891
6/30/2017	9,891	124,335	106,633	27,593

Excludes Capital Outlay (5,332) **5% Reserve**  
**22,262**

PERMANENT STAFFING	FY 17-18	FY 16-17
Court Compliance Coordinator/ Court Clerk	0.25	1
Juvenile Probation Officer	1	1
<b>TOTAL</b>	<b>1.25</b>	<b>2</b>

Court Compliance Coordinator and Court Clerk position were combined in FY 17-18 with Municipal Court (10-12) covering .75 of salary

**FINAL BUDGET 2017-2018**

PERSONAL SERVICES	
10-01 SALARIES	73,740
10-10 LONGEVITY	1,620
10-13 PDO BUYBACK	427
10-14 SICK LEAVE INCENTIVE	900
<b>TOTAL PERSONAL SERVICES</b>	<b>76,687</b>

BENEFITS	
15-01 SOCIAL SECURITY	5,867
15-02 RETIREMENT	10,736
15-03 GROUP INSURANCE	6,190
15-04 WORKERS COMP INSURANCE	1,309
15-06 TRAVEL & SCHOOL	1,500
15-13 LIFE	202
15-14 DENTAL	602
15-20 OVERHEAD HEALTH CARE COST	411
<b>TOTAL BENEFITS</b>	<b>26,817</b>

MATERIALS & SUPPLIES	
20-41 SUPPLIES	1,000
20-63 FLEET FUEL	344
20-64 FLEET PARTS	212
20-65 FLEET LABOR	510
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>2,066</b>

OTHER SERVICES & CHARGES	
30-43 HARDWARE/SOFTWARE MAINT	693
30-72 MEMBERSHIPS/SUBS	90
30-85 INSURANCE-FIRE & THEFT	280
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>1,063</b>

**TOTAL DEPARTMENT REQUEST** **106,633**

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Document Imaging System	1,671
<b>Total</b>	<b>1,671</b>

PERSONNEL  
POSITIONS  
SUMMARY:  
2011-12 - 2  
2012-13 - 2  
2014-15 - 2  
2015-16 - 2  
2016-17 - 2  
2017-18 - 1.25

**FUND: POLICE STATE SEIZURES (030)\***  
**DEPARTMENT: POLICE (62)**  
**DEPARTMENT HEAD: BRANDON CLABES**

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2015-2016	2016-2017	2016-2017	2017-2018
BENEFITS	3,785	4,000	960	4,000
MATERIAL & SUPPLIES	1,190	2,664	2,304	2,375
OTHER SERVICES	2,643	5,700	2,643	5,000
CAPITAL OUTLAY	5,345	5,000	5,000	5,000
<b>TOTAL</b>	<b>12,963</b>	<b>17,364</b>	<b>10,907</b>	<b>16,375</b>

REVENUES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2015-2016	2016-2017	2016-2017	2017-2018
FINES & FORFEITURES	15,730	-	28,243	17,670
INVESTMENT INTEREST	985	1,064	942	1,048
<b>TOTAL</b>	<b>16,715</b>	<b>1,064</b>	<b>29,185</b>	<b>18,718</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	32,149	9,984	3,724	38,409
6/30/2015	38,409	16,715	12,963	42,161
6/30/2016	42,161	29,185	10,907	60,439
6/30/2017	60,439	18,718	16,375	62,782

\*This fund can only be used for drug enforcement

**FINAL BUDGET 2017-2018**

<b>BENEFITS</b>	
15-06 TRAVEL & SCHOOL	4,000
<b>TOTAL BENEFITS</b>	<b>4,000</b>

<b>MATERIALS &amp; SUPPLIES</b>	
20-34 MAINTENANCE OF EQUIPMENT	1,425
20-41 SUPPLIES	950
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>2,375</b>

<b>OTHER SERVICES &amp; CHARGES</b>	
30-23 UPKEEP REAL PROPERTY	5,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>5,000</b>

<b>CAPITAL OUTLAY</b>	
40-02 EQUIPMENT	5,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>5,000</b>

<b>TOTAL DEPARTMENT REQUEST</b>	<b>16,375</b>
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**CAPITAL OUTLAY FY 17-18**

Misc Machinery, Furniture, and Equipment	5,000
<b>TOTAL</b>	<b>5,000</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Misc Machinery, Furniture, and Equipment	5,000
<b>TOTAL</b>	<b>5,000</b>

FUND: POLICE SPECIAL PROJECTS (031)  
DEPARTMENT: POLICE (62)  
DEPARTMENT HEAD: BRANDON CLABES

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
MATERIAL & SUPPLIES	451	9,050	3,695	4,600
OTHER SERVICES	4,545	9,000	5,260	5,000
CAPITAL OUTLAY	4,180	5,000	5,000	5,000
<b>TOTAL</b>	<b>9,176</b>	<b>23,050</b>	<b>13,955</b>	<b>14,600</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTEREST	1,156	1,110	1,115	1,171
MISCELLANEOUS	6,067	4,000	32,662	3,893
<b>TOTAL</b>	<b>7,223</b>	<b>5,110</b>	<b>33,777</b>	<b>5,064</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	58,787	6,103	14,678	50,212	6/30/2015
6/30/2015	50,212	7,223	9,176	48,259	6/30/2016
6/30/2016	48,259	33,777	13,955	68,081	6/30/2017 - EST
6/30/2017	68,081	5,064	14,600	58,545	6/30/2018 - EST

FINAL BUDGET 2017-2018

MATERIALS & SUPPLIES	
20-41 SUPPLIES	4,600
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>4,600</b>

OTHER SERVICES AND CHARGES	
31-08 SHOP WITH A COP	4,000
31-41 DONATIONS EXPENSE	1,000
<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>5,000</b>

CAPITAL OUTLAY	
40-02 MACHINERY, FURN, EQUIP	5,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>5,000</b>

<b>TOTAL DEPARTMENT REQUEST</b>	<b>14,600</b>
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CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL

Misc Machinery, Furniture, and Equipment	5,000
<b>TOTAL</b>	<b>5,000</b>

CAPITAL OUTLAY FY 17-18

Misc Machinery, Furniture, and Equipment	5,000
<b>TOTAL</b>	<b>5,000</b>

**FUND: POLICE FEDERAL PROJECTS (033)**  
**DEPARTMENT: POLICE (62)**  
**DEPARTMENT HEAD: BRANDON CLABES**

<b>EXPENDITURES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
BENEFITS	4,564	12,222	5,750	10,000
MATERIALS & SUPPLIES	1,350	5,000	3,830	5,000
OTHER SERVICES	-	4,500	-	4,500
CAPITAL OUTLAY	1,359	16,651	16,651	5,000
<b>TOTAL</b>	<b>7,273</b>	<b>38,373</b>	<b>26,231</b>	<b>24,500</b>

<b>REVENUES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
INTEREST	1,429	1,430	850	709
<b>TOTAL</b>	<b>1,429</b>	<b>1,430</b>	<b>850</b>	<b>709</b>

<b>BUDGETARY FUND BALANCE:</b>	<b>BUDGET FUND BAL.</b>	<b>REVENUES</b>	<b>EXPENSES</b>	<b>FUND BALANCE</b>	
6/30/2014	118,190	3,000	28,749	92,441	6/30/2015
6/30/2015	92,441	1,429	7,273	86,597	6/30/2016
6/30/2016	86,597	850	26,231	61,216	6/30/2017 - EST
6/30/2017	61,216	709	24,500	37,425	6/30/2018 - EST

**FINAL BUDGET 2017-2018**

<b>BENEFITS</b>	
15-06 TRAVEL & SCHOOL	10,000
<b>TOTAL BENEFITS</b>	<b>10,000</b>

<b>MATERIALS &amp; SUPPLIES</b>	
20-34 MAINTENANCE OF EQUIPMENT	2,500
20-41 SUPPLIES	2,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>5,000</b>

<b>OTHER SERVICES &amp; CHARGES</b>	
30-23 UPKEEP REAL PROPERTY	4,500
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>4,500</b>

<b>CAPITAL OUTLAY</b>	
40-02 MACHINERY, FURN, EQUIP	5,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>5,000</b>

**TOTAL DEPARTMENT REQUEST** **24,500**

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Misc Machinery, Furniture, and Equipment	16,651
<b>TOTAL</b>	<b>16,651</b>

**CAPITAL OUTLAY FY 17-18**

Misc Machinery, Furniture, and Equipment	5,000
<b>TOTAL</b>	<b>5,000</b>

FUND: POLICE LAB FEES (034)  
 DEPARTMENT: POLICE (62)  
 DEPARTMENT HEAD: BRANDON CLABES

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
BENEFITS	5,726	5,533	5,425	6,000
MATERIALS AND SUPPLIES	4,352	3,952	3,952	9,000
OTHER SERVICES	2,000	1,900	1,900	1,900
CAPITAL OUTLAY	3,507	1,354	1,354	-
<b>TOTAL</b>	<b>15,586</b>	<b>12,739</b>	<b>12,631</b>	<b>16,900</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
FINES & FORFEITURES	10,130	11,634	10,467	10,390
INTEREST	448	445	305	274
<b>TOTAL</b>	<b>10,578</b>	<b>12,079</b>	<b>10,772</b>	<b>10,664</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	23,242	11,217	12,994	21,465
6/30/2015	21,465	10,578	15,586	16,457
6/30/2016	16,457	10,772	12,631	14,598
6/30/2017	14,598	10,664	16,900	8,362

**FINAL BUDGET 2017-2018**

BENEFITS	
15-06 TRAVEL & SCHOOL	4,500
15-07 UNIFORMS	1,500
<b>TOTAL BENEFITS</b>	<b>6,000</b>

MATERIALS AND SUPPLIES	
20-34 MAINTENANCE	6,000
20-41 SUPPLIES	3,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>9,000</b>

OTHER SERVICES & CHARGES	
28-10 MAINTENANCE - CRIME LAB	1,900
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>1,900</b>

**TOTAL DEPARTMENT REQUEST** 16,900

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Stereo Microscope System	1,354
<b>TOTAL</b>	<b>1,354</b>

**FUND: EMPLOYEE ACTIVITY FUND (035)**  
**DEPARTMENT: MWC ACTIVITIES (38)**  
**DEPARTMENT HEAD: CATHERINE WILSON**

<b>EXPENDITURES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
MATERIALS AND SUPPLIES	2,536	2,191	2,171	2,300
OTHER SERVICES	6,449	7,279	6,778	7,350
<b>TOTAL</b>	<b>8,985</b>	<b>9,470</b>	<b>8,949</b>	<b>9,650</b>

<b>REVENUES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
INTEREST	352	378	317	295
MISCELLANEOUS	2,973	3,263	1,921	2,528
TRANSFERS IN (010)	7,500	7,500	7,500	7,500
<b>TOTAL</b>	<b>10,824</b>	<b>11,141</b>	<b>9,738</b>	<b>10,323</b>

<b>BUDGETARY FUND BALANCE:</b>	<b>BUDGET FUND BAL.</b>	<b>REVENUES</b>	<b>EXPENSES</b>	<b>FUND BALANCE</b>
6/30/2014	12,535	11,240	7,899	15,875
6/30/2015	15,875	10,824	8,985	17,714
6/30/2016	17,714	9,738	8,949	18,503
6/30/2017	18,503	10,323	9,650	19,176

**FINAL BUDGET 2017-2018**

<b>MATERIALS &amp; SUPPLIES</b>	
20-11 SWIM PARTY	200
20-12 CHRISTMAS PARTY	1,950
20-14 LUNCHEON-CHILI	150
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>2,300</b>

<b>OTHER SERVICES &amp; CHARGES</b>	
30-11 SWIM PARTY	200
30-12 CHRISTMAS PARTY	7,150
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>7,350</b>

<b>TOTAL DEPARTMENT REQUEST</b>	<b>9,650</b>
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PROPOSED 06/13/2017



FUND: POLICE - JAIL (036)  
DEPARTMENT: POLICE (62)  
DEPARTMENT HEAD: BRANDON CLABES

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
BENEFITS	4,394	4,744	4,744	4,500
MATERIALS AND SUPPLIES	89,907	88,493	83,566	88,600
OTHER SERVICES	32,900	53,230	51,143	51,890
CAPITAL OUTLAY	24,417	4,000	4,000	11,000
<b>TOTAL</b>	<b>151,618</b>	<b>150,467</b>	<b>143,453</b>	<b>155,990</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	52,497	49,153	41,533	45,705
FINES AND FORFEITURES	58,829	68,723	53,019	55,924
MISCELLANEOUS	9	-	-	-
INVESTMENT INTEREST	3,580	3,479	2,463	2,184
<b>TOTAL</b>	<b>114,915</b>	<b>121,355</b>	<b>97,015</b>	<b>103,813</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	197,935	118,699	131,234	185,400
6/30/2015	185,400	114,915	151,618	148,697
6/30/2016	148,697	97,015	143,453	102,259
6/30/2017	102,259	103,813	155,990	50,082

FINAL BUDGET 2017-2018

BENEFITS	
15-06 TRAVEL & SCHOOL	500
15-07 UNIFORMS	4,000
<b>TOTAL BENEFITS</b>	<b>4,500</b>

MATERIALS AND SUPPLIES	
20-41 SUPPLIES	13,600
20-52 FEEDING PRISONERS	75,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>88,600</b>

OTHER SERVICES & CHARGES	
30-23 UPKEEP OF REAL PROPERTY	11,000
30-40 CONTRACTUAL	40,890
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>51,890</b>

CAPITAL OUTLAY	
40-02 MACH,FURNITURE & EQUIPMENT	11,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>11,000</b>

**TOTAL DEPARTMENT REQUEST** 155,990

CONTRACTUAL (30-40) FY 17-18

J05 Inmate Phone Cards	11,000
MOU with Mental Health	25,000
Mentalix(Fingerprint system maintenance)	4,890
<b>TOTAL</b>	<b>40,890</b>

CAPITAL OUTLAY FY 17-18

Industrial Washer & Dryer	11,000
<b>TOTAL</b>	<b>11,000</b>

6/30/2015

6/30/2016

6/30/2017 - EST

6/30/2018 - EST

CAPITAL OUTLAY FY 16-17 Estimated Actual

Computers	4,000
<b>TOTAL</b>	<b>4,000</b>

**FUND: POLICE IMPOUND FEES (37)**  
**DEPARTMENT: POLICE (62)**  
**DEPARTMENT HEAD: BRANDON CLABES**

<b>EXPENDITURES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
PERSONAL SERVICES	-	12,719	6,360	12,719
BENEFITS	1,837	18,003	17,517	15,973
MATERIALS & SUPPLIES	-	10,120	10,050	5,000
CAPITAL OUTLAY	22,365	14,032	14,032	-
TRANSFERS OUT	1,400	11,634	11,634	-
<b>TOTAL</b>	<b>25,601</b>	<b>66,508</b>	<b>59,593</b>	<b>33,692</b>

<b>REVENUES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
CHARGES FOR SERVICES	73,350	63,829	71,080	72,640
INVESTMENT INTEREST	3,309	3,397	3,045	2,944
<b>TOTAL</b>	<b>76,659</b>	<b>67,226</b>	<b>74,125</b>	<b>75,584</b>

<b>BUDGETARY FUND BALANCE:</b>	<b>BUDGET FUND BAL.</b>	<b>REVENUES</b>	<b>EXPENSES</b>	<b>FUND BALANCE</b>
6/30/2014	37,405	77,259	2,687	111,976
6/30/2015	111,976	76,659	25,601	163,034
6/30/2016	163,034	74,125	59,593	177,566
6/30/2017	177,566	75,584	33,692	219,458

**FINAL BUDGET 2017-2018**

<b>PERSONAL SERVICES</b>	
10-03 OVERTIME	12,719
<b>TOTAL PERSONAL SERVICES</b>	<u>12,719</u>
<b>BENEFITS</b>	
15-01 SOCIAL SECURITY	973
15-06 TRAVEL & SCHOOL	15,000
<b>TOTAL BENEFITS</b>	<u>15,973</u>
<b>MATERIALS &amp; SUPPLIES</b>	
20-41 SUPPLIES	5,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<u>5,000</u>
<b>TOTAL DEPARTMENT REQUEST</b>	<u><u>33,692</u></u>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

K-9 Dog	7,135
Rifles/Mounts for Motorcycles	6,897
<b>TOTAL</b>	<u>14,032</u>

FUND: FIRE (040)  
DEPARTMENT: FIRE (64)  
DEPARTMENT HEAD: BERT NORTON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	6,519,272	6,834,569	6,727,281	6,830,083
BENEFITS	2,670,998	2,888,823	2,817,913	2,946,502
MATERIALS & SUPPLIES	238,313	361,621	230,557	315,344
OTHER SERVICES	230,467	255,228	224,892	263,993
TRANSFERS	195,152	212,696	212,696	210,000
<b>TOTAL</b>	<b>9,854,203</b>	<b>10,552,937</b>	<b>10,213,339</b>	<b>10,565,922</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TAXES	2,261,760	2,261,885	2,197,506	2,216,647
LICENSES & PERMITS	9,990	11,243	8,878	10,001
CHARGES FOR SERVICES	23,019	17,783	20,088	22,304
INVESTMENT INTEREST	26,030	26,501	21,667	21,635
MISCELLANEOUS	14,628	11,128	11,180	11,857
TRANSFERS IN	7,812,285	7,957,488	7,650,036	7,934,063
<b>TOTAL</b>	<b>10,147,712</b>	<b>10,286,028</b>	<b>9,909,355</b>	<b>10,216,507</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	1,324,471	9,921,931	10,358,168	888,234
6/30/2015	888,234	10,147,712	9,854,203	1,181,743
6/30/2016	1,181,743	9,909,355	10,213,339	877,759
6/30/2017	877,759	10,216,507	10,565,922	528,344

Excludes Transfers Out (517,796) **5% Reserve**  
**10,548**

**FINAL BUDGET 2017-2018**

<b>PERSONAL SERVICES (6410 - SWORN EMPLOYEES)</b>	
10-01 SALARIES	5,677,545
10-05 COMMITTEE INCENTIVE PAY	23,230
10-06 COLLEGE INCENTIVE	27,785
10-08 OVERTIME OT1	143,520
10-09 CONSTANT MANNING OT2	50,999
10-10 LONGEVITY	94,508
10-11 SICK LEAVE BUYBACK - OVER BANK	76,000
10-12 VACATION BUYBACK	25,000
10-13 PDO BUYBACK	140,000
10-14 SICK LEAVE INCENTIVE	60,000
10-15 EMT-D	108,000
10-16 HAZ MAT PAY	86,000
10-17 ADDITIONAL INCENTIVE	6,000
10-18 SEPARATION PAY	40,000
10-19 INSPECTOR ON CALL	5,700
10-24 STATE INSPECTOR	4,000
<b>PERSONAL SERVICES - SWORN</b>	<b>6,568,287</b>

<b>PERSONAL SERVICES (6420 - CIVILIAN EMPLOYEES)</b>	
10-01 SALARIES	236,976
10-03 OVERTIME	1,000
10-05 COMMITTEE INCENTIVE PAY	600
10-07 ALLOWANCES	8,789
10-10 LONGEVITY	3,931
10-11 SICK LEAVE BUYBACK - OVER BANK	4,000
10-12 VACATION BUYBACK	2,500
10-13 PDO BUYBACK	1,500
10-14 SICK LEAVE INCENTIVE	2,500
<b>PERSONAL SERVICES - CIVILIAN</b>	<b>261,796</b>

**TOTAL PERSONAL SERVICES** **6,830,083**

(CONTINUED)

**FUND: FIRE (040)**  
**DEPARTMENT: FIRE (64)**  
**DEPARTMENT HEAD: BERT NORTON**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
<b>Division 6410</b>		
Shift Commander	3	3
Chief of Training	1	1
Fire Marshall	1	1
Fire Inspector	3	3
Captain/Major	18	18
Apparatus Operator/Lt.	18	18
Firefighter	36	36
<b>TOTAL</b>	<b>80</b>	<b>80</b>
<b>Division 6420</b>		
Public Education Specialist	0	1
Admin. Secretary	1	1
Fire Chief	1	1
Programs Manager	1	1
Communications Coordinator - IT	0	0.27
<b>TOTAL</b>	<b>3.00</b>	<b>4.27</b>
<b>TOTAL 6410 &amp; 6420</b>	<b>83.00</b>	<b>84.27</b>

FY 17-18: Moved Communications Coordinator to Fund 70 (EOC)

**CONTRACTUAL (30-40) SUPPRESSION DIVISION 6410**

Copy Rental and Supplies	3,500
Pest Control	2,000
Employment Ads	500
Printing and Literature	200
Polygraphs for New Hires	450
Contract Negotiations & Arbitration	8,350
<b>TOTAL</b>	<b>15,000</b>

**CONTRACTUAL (30-40) TRAINING DIVISION 6412**

Printing of Test Materials and Room Rental for Promotion Tests	1,000
<b>TOTAL</b>	<b>1,000</b>

**PERSONNEL  
POSITIONS  
SUMMARY:**

2005-06 - 92.5  
2006-07 - 92.5  
2007-08 - 89.75  
2008-09 - 89  
2009-10 - 89  
2010-11 - 89  
2011-12 - 87  
2012-13 - 89  
2013-14 - 89.5  
2014-15 - 85.27  
2015-16 - 80.27  
2016-17 - 84.27  
2017-18 - 83

**BENEFITS (6410 - SWORN EMPLOYEES)**

15-01 SOCIAL SECURITY	95,240
15-02 EMPLOYEES' RETIREMENT	1,164,886
15-03 GROUP INSURANCE	765,690
15-04 WORKERS COMP INSURANCE	347,682
15-07 UNIFORMS & PROTECTIVE GEAR	13,000
15-08 100% LOCAL OPT LIFE INSURANCE	5,378
15-13 LIFE	12,960
15-14 DENTAL	83,847
15-20 OVERHEAD HEALTH COST	25,991
15-97 RETIREE INSURANCE SUBSIDY	158,606
15-98 RETIREE INSURANCE	159,027
<b>TOTAL BENEFITS-SWORN</b>	<b>2,832,307</b>

**BENEFITS (6420 - CIVILIAN EMPLOYEES)**

15-01 SOCIAL SECURITY	20,027
15-02 EMPLOYEES' RETIREMENT	49,357
15-03 GROUP INSURANCE	28,252
15-13 LIFE	648
15-14 DENTAL	3,477
15-20 OVERHEAD HEALTH COST	1,699
15-97 RETIREE INSURANCE SUBSIDY	5,411
15-98 RETIREE INSURANCE	5,324
<b>TOTAL BENEFITS-CIVILIAN</b>	<b>114,195</b>

**TOTAL BENEFITS**

**2,946,502**

**MATERIALS & SUPPLIES**

20-34 MAINTENANCE OF EQUIPMENT	14,000
20-35 SMALL TOOLS & EQUIP	9,000
20-37 SCBA PARTS & SUPPLIES	6,000
20-38 EMS SUPPLIES	4,000
20-41 SUPPLIES	20,000
20-63 FLEET FUEL	66,058
20-64 FLEET PARTS	113,676
20-65 FLEET LABOR	76,910
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>309,644</b>

(CONTINUED)

**FUND: FIRE (040)**  
**DEPARTMENT: FIRE (64)**  
**DEPARTMENT HEAD: BERT NORTON**  
**PAGE THREE**

**NOTE:** The department has been responsible for funding three (3) code enforcement personnel and half (.50) of a secretary. In previous years, the expenditures related to these positions have been expensed to the fire department. Starting in fiscal year 05-06 and continuing to the present, the fire department will fund these positions through an operating transfer to the General Fund, Neighborhood Services, in the amount of \$166,000.

A capital outlay fund for Fire was created in 04-05. The funding source for the capitalization of Fund 041, comes from transfers out of the operational Fund, 040 and includes a sales tax for capital outlay which was approved 1-1-12. The sales tax approved 1-1-12 is deposited directly into Fund 041.

<b>OTHER SERVICES &amp; CHARGES (SWORN EMPLOYEES)</b>	
30-21 SURPLUS PROPERTY	5,653
30-23 UPKEEP REAL PROPERTY	15,000
30-40 CONTRACTUAL	15,000
30-43 ANNUAL SOFTWARE MAINTENANCE	22,039
30-54 VEHICLE ACCIDENT INSURANCE	4,000
30-72 MEMBERSHIPS & SUBSCRIPTIONS	5,000
30-85 INSUR: FIRE, THEFT, LIAB, LABOR RELATIONS	109,779
30-86 AUDIT	2,022
31-01 UTILITIES	45,000
31-02 COMMUNICATIONS	8,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<u>231,493</u>

**FIRE PREVENTION DIVISION**

<b>MATERIALS &amp; SUPPLIES</b>	
20-34 MAINTENANCE OF EQUIPMENT	100
20-41 SUPPLIES	5,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<u>5,100</u>

<b>OTHER SERVICES &amp; CHARGES</b>	
30-72 MEMBERSHIPS/SUBSCRIPTIONS	2,000
30-73 PUBLICATIONS	1,500
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<u>3,500</u>

**TRAINING DIVISION**

<b>MATERIALS &amp; SUPPLIES</b>	
20-34 MAINTENANCE OF EQUIPMENT	100
20-41 SUPPLIES	500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<u>600</u>

<b>OTHER SERVICES &amp; CHARGES</b>	
30-40 CONTRACTUAL	1,000
30-73 PUBLICATIONS	2,000
30-74 MED/5YR HAZ MAT, ENTRY, HEARING, HEP	11,000
30-75 TUITION/FEES FOR TRAINING & CONF	6,000
30-76 TRAVEL AND MEALS	9,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<u>29,000</u>

<b>TRANSFERS OUT</b>	
80-33 OPERATING TRANSFER (010)	166,000
80-41 FIRE CAPITALIZATION (041)	44,000
<b>TOTAL TRANSFERS OUT</b>	<u>210,000</u>

<b>TOTAL DEPARTMENT REQUEST</b>	<u><u>10,565,922</u></u>
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PROPOSED 06/13/2017

FUND: FIRE CAPITALIZATION (041)  
DEPARTMENT: FIRE (64)  
DEPARTMENT HEAD: BERT NORTON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES	-	289	289	289
CAPITAL OUTLAY	199,199	666,310	666,310	126,568
DEBT SERVICE	234,143	234,143	234,143	234,143
<b>TOTAL</b>	<b>433,342</b>	<b>900,742</b>	<b>900,742</b>	<b>361,000</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TAXES	323,576	323,593	314,383	317,122
INTEREST	11,674	10,822	10,558	9,402
MISC	3,050	-	-	-
ASSET RETIREMENT	27,050	9,317	9,317	-
TRANSFERS (Fire 040)	3,206	46,696	46,696	44,000
<b>TOTAL</b>	<b>368,556</b>	<b>390,428</b>	<b>380,954</b>	<b>370,524</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	815,944	609,131	832,239	592,836	6/30/2015
6/30/2015	592,836	368,556	433,342	528,050	6/30/2016
6/30/2016	528,050	380,954	900,742	8,262	6/30/2017 - EST
6/30/2017	8,262	370,524	361,000	17,786	6/30/2018 - EST

FINAL BUDGET 2017-2018

<b>OTHER SERVICES &amp; CHARGES</b>	
30-86 AUDIT	289
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>289</b>

<b>CAPITAL OUTLAY</b>	
40-01 VEHICLES	50,218
40-02 EQUIPMENT	70,250
40-49 COMPUTERS	6,100
<b>TOTAL CAPITAL OUTLAY</b>	<b>126,568</b>

<b>DEBT SERVICE</b>	
70-01 PRINCIPAL	196,925
71-01 INTEREST	37,218
<b>TOTAL DEBT SERVICE</b>	<b>234,143</b>

<b>TOTAL DEPARTMENT REQUEST</b>	<b>361,000</b>
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**CAPITAL OUTLAY FY 17-18**

Computer Replacement	4,000
Bunker Gear	54,250
Bunker Boots	2,000
Kitchen Appliances	2,000
Radios	12,000
I-Pads	2,100
Multi-Year Apparatus Replacement	50,218
<b>TOTAL</b>	<b>126,568</b>

(CONTINUED)

**FUND: FIRE CAPITALIZATION (041)**  
**DEPARTMENT: FIRE (64)**  
**DEPARTMENT HEAD: BERT NORTON**  
**PAGE TWO**

***Loan Information (Refinanced 03/01/2011)***

A loan of \$275,000 occurred during Fiscal Year 08-09 - related to completion of the new fire stations. Debt service payment began June, 2009 on an eight year, 5% note.

A loan of \$225,000 to occurred during Fiscal Year 09-10 - related to the remodel of stations 1 and 5. Debt service payment began August, 2009 on an eight year, 5% note.

A loan of \$245,000 to occurred during Fiscal Year 09-10 - funding remaining balance due on Engine #4. Debt service payment to began May, 2010 on an eight year, 5% note.

***FY 10-11 Loan***

loan of \$1,145,000 during Fiscal Year 10-11. Loan refinanced previous 3 loans and is funding for a new roof-Station 1, aerial apparatus & misc. Debt service payment began April, 2011 on a ten year, 5% note.

***FY 12-13 Loan***

A loan of \$1,950,000 at 3.75% occurred on July 1, 2012. Proceeds will payoff existing loan of \$1,035,000. The additional proceeds of the loan will purchase aerial apparatus, rescue engine, brusher pump, and demo apparatus. Outstanding loan balance as of June 30, 2017 is \$1,082,128. **Loan will term 7-1-2022.**

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

(5) Sets Bunker Gear	11,000
(5) Pair Firefighting Boots	2,000
Five Year Fire Truck Replacement Fund	300,000
Five Year SCBA Equipment Compliance Upgrade	50,000
Command equipment for truck - extra lighting	10,000
Rescue Squad	34,196
(82) Fire Helmets	25,420
Computer Replacement	6,000
(5) Radios	12,000
(2) Dishwashers	2,000
(1) Ice Maker	1,000
(1) Refrigerator	2,000
(3) Ipads	3,700
(1) Brush Pumper	45,847
Five Year SCBA Cap Program	25,000
Station 1 Kitchen	1,614
SCBA Compressor	45,051
Radio Trunking HRDW/SFTW	10,000
800 MHZ Radio Upgrade	33,000
VHF Radio Upgrade	10,000
(6) Computer Workstations	2,750
(5) Replacement Radios/Batteries	12,000
Pickup Bed Topper	3,540
Cooktop/Oven	2,780
Additional Steps for Trucks	9,317
Executime	6,095
<b>Total</b>	<b>666,310</b>

PROPOSED 06/13/2017

**FUND: WELCOME CENTER (045)**  
**DEPARTMENT: WELCOME CENTER (74)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**

**FINAL BUDGET 2017-2018**

<b>EXPENDITURES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
PERSONAL SERVICES	106,472	114,411	112,048	113,285
BENEFITS	30,624	33,340	32,918	34,946
MATERIALS & SUPPLIES	10,232	18,250	17,759	16,200
OTHER SERVICES	21,686	29,800	27,797	34,223
CAPITAL OUTLAY	18,730	33,736	33,736	16,795
TRANSFERS	589	-	-	-
<b>TOTAL</b>	<b>188,334</b>	<b>229,537</b>	<b>224,258</b>	<b>215,449</b>

<b>REVENUES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
INVESTMENT INTEREST	7,602	7,440	6,153	5,519
MISCELLANEOUS	24,986	24,796	22,976	24,619
TRANSFERS IN- (225)	179,126	179,918	174,696	176,103
<b>TOTAL</b>	<b>211,715</b>	<b>212,154</b>	<b>203,825</b>	<b>206,241</b>

<b>BUDGETARY FUND BALANCE:</b>	<b>BUDGET FUND BAL.</b>	<b>AMENDED REVENUES</b>	<b>ESTIMATED EXPENSES</b>	<b>FUND BALANCE</b>
6/30/2014	316,004	209,341	199,857	325,488
6/30/2015	325,488	211,715	188,334	348,869
6/30/2016	348,869	203,825	224,258	328,436
6/30/2017	328,436	206,241	215,449	319,228

Excludes Capital Outlay & Transfers Out (9,933) **5% Reserve**  
**309,295**

<b>PERSONAL SERVICES</b>	
10-01 SALARIES	71,181
10-02 WAGES	35,000
10-03 OVERTIME	500
10-07 ALLOWANCES	1,840
10-10 LONGEVITY	1,589
10-11 SICK LEAVE BUYBACK	1,358
10-12 VACATION BUYBACK	144
10-13 PDO BUYBACK	548
10-14 SICK LEAVE INCENTIVE	1,125
<b>TOTAL PERSONAL SERVICES</b>	<b>113,285</b>

<b>BENEFITS</b>	
15-01 SOCIAL SECURITY	8,666
15-02 EMPLOYEES' RETIREMENT	10,960
15-03 GROUP INSURANCE	8,745
15-04 WORKER'S COMP INSURANCE	2,748
15-06 TRAVEL & SCHOOL	1,500
15-07 UNIFORMS	500
15-13 LIFE	203
15-14 DENTAL	1,213
15-20 OVERHEAD HEALTH CARE COST	411
<b>TOTAL BENEFITS</b>	<b>34,946</b>

<b>MATERIALS &amp; SUPPLIES</b>	
20-34 MAINTENANCE OF EQUIPMENT	600
20-35 SMALL TOOLS & EQUIPMENT	800
20-41 SUPPLIES	3,800
20-44 GIFT SHOP SUPPLIES	11,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>16,200</b>

Note: Transfer in comes from 30% of the distribution of the Hotel / Motel Tax Fund (225)

**(CONTINUED)**



**FUND: WELCOME CENTER (045)**  
**DEPARTMENT: WELCOME CENTER (74)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
Travel Info Cntr Coordinator	1	1
Facilities Project Supervisor	0.25	0.25
<b>TOTAL</b>	<b>1.25</b>	<b>1.25</b>
PART TIME:	FY 17-18	FY 16-17
Info Cntr Asst	4	4

Added Part-time Info Cntr Asst @ 16 hours per week FY 16-17  
 Eliminated Admin Sec and added Part-time Info Cntr Asst @ 16 hours per week FY 13-14  
 Administrative Sec. - Allocation of 10% FY 12-13  
 .25 Facilities Project Supervisor from 010-09 Street Dept

**CONTRACTUAL (30-40) FY 17-18**

Jan Pro Janitorial Cleaning	3,540
Quarterly Pest Control	400
Window Cleaning (2 x \$725)	1,450
MAC - Monitor Security System (12 x \$18)	216
Firetrol Annual Testing of Fire Alarm	200
Firetrol Annual Inspection of Fire Extinguisher	30
Additional Maintenance/Misc	1,904
<b>TOTAL</b>	<b>7,740</b>

**PERSONNEL  
 POSITIONS  
 SUMMARY:**

2006-07 - 4  
 2007-08 - 3.25  
 2008-09 - 3.67  
 2009-10 - 3.25  
 2010-11 - 3.25  
 2011-12 - 3.25  
 2012-13 - 3.35  
 2013-14 - 4.25  
 2014-15 - 4.25  
 2015-16 - 4.25  
 2016-17 - 5.25  
 2017-18 - 5.25

**OTHER SERVICES & CHARGES**

30-01 UTILITIES & COMMUNICATIONS	8,000
30-23 UPKEEP REAL PROPERTY	7,500
30-40 CONTRACTUAL	7,740
30-43 HARDWARE/SOFTWARE MAINTENANCE	1,293
30-49 CREDIT CARD FEES	1,250
30-72 MEMBERSHIPS & SUBSCRIPTIONS	650
30-81 ADVERTISING/PROMOTION	2,280
30-81 ADVERTISING/PROMOTION (BILLBOARD)	3,000
30-85 INSURANCE	2,510
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>34,223</b>

**CAPITAL OUTLAY**

40-14 REMODEL	16,795
<b>TOTAL CAPITAL OUTLAY</b>	<b>16,795</b>

**TOTAL DEPARTMENT REQUEST**

**215,449**

**CAPITAL OUTLAY FY 17-18**

Replace/Convert Light Fixtures and Bulbs to LED	6,800
Install (6) Dorma Low Energy Handicap Swing Doors	9,995
<b>TOTAL</b>	<b>16,795</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Replace (3) Ergonomic Counter Height Adj Chairs	1,200
Design/Install Security System	5,500
Construction of Doggie Rest Stop	11,850
I-40 Directional Signage	15,015
Replace (1) Computer	171
<b>TOTAL</b>	<b>33,736</b>

FUND: CONVENTION AND VISITOR BUREAU / ECONOMIC DEVELOPMENT (046)  
DEPARTMENT: CONVENTION AND VISITOR BUREAU (07) & ECONOMIC DEVELOPMENT (87)  
DEPARTMENT HEAD: VAUGHN SULLIVAN

FINAL BUDGET 2017-2018

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	147,568	154,478	154,056	158,102
BENEFITS	52,573	59,821	55,586	63,626
MATERIALS & SUPPLIES	592	1,380	1,122	1,380
OTHER SERVICES	83,670	180,971	169,409	129,338
CAPITAL OUTLAY	1,029	6,300	6,300	2,000
TRANSFERS	428	40,000	40,000	-
<b>TOTAL</b>	<b>285,860</b>	<b>442,950</b>	<b>426,473</b>	<b>354,446</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
MISCELLANEOUS	-	-	7,450	-
INTEREST	3,899	3,900	3,745	3,405
TRANSFERS IN	334,369	335,847	326,099	328,726
<b>TOTAL</b>	<b>338,268</b>	<b>339,747</b>	<b>337,294</b>	<b>332,131</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	116,171	390,802	366,948	140,024
6/30/2015	140,024	338,268	285,860	192,432
6/30/2016	192,432	337,294	426,473	103,253
6/30/2017	103,253	332,131	354,446	80,938

Excludes Capital Outlay & Transfers Out (17,622) 5% Reserve  
**63,316**

CVB - 0710	
<b>PERSONAL SERVICES</b>	
10-01 SALARIES	61,544
10-07 ALLOWANCES	1,680
10-10 LONGEVITY	988
10-13 PDO BUYBACK	474
<b>TOTAL PERSONAL SERVICES</b>	<b>64,686</b>
<b>BENEFITS</b>	
15-01 SOCIAL SECURITY	4,948
15-02 EMPLOYEES' RETIREMENT	9,056
15-03 GROUP INSURANCE	4,743
15-06 TRAVEL & SCHOOL	3,600
15-13 LIFE	162
15-14 DENTAL	382
15-20 OVERHEAD HEALTH CARE COST	329
<b>TOTAL BENEFITS</b>	<b>23,221</b>
<b>MATERIALS &amp; SUPPLIES</b>	
20-41 SUPPLIES	380
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>380</b>
<b>OTHER SERVICES &amp; CHARGES</b>	
30-40 CONTRACTUAL	18,400
30-43 HARDWARE/SOFTWARE MAINTENANCE	346
30-46 CONFERENCE INCENTIVE FUNDS	15,000
30-72 MEMBERSHIP/SUBSCRIPTIONS	1,620
30-81 ADVERTISING / PROMOTION	31,935
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>67,301</b>
<b>CAPITAL OUTLAY</b>	
40-02 EQUIPMENT	2,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>2,000</b>
<b>TOTAL DIVISION REQUEST</b>	<b>157,588</b>

Note: Transfer in comes from 56% of the distribution of the Hotel / Motel Tax Fund (225)

(CONTINUED)

**FUND: CONVENTION AND VISITOR BUREAU / ECONOMIC DEVELOPMENT (046)**  
**DEPARTMENT: CONVENTION AND VISITOR BUREAU (07) & ECONOMIC DEVELOPMENT (87)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
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**PERMANENT STAFFING**      **FY 17-18**      **FY 16-17**

**CVB - 0710**

Convention/Tourism Mgr	1	1
<b>TOTAL</b>	<b>1</b>	<b>1</b>

**Economic Dev - 8710**

Economic Dev Director	1	1
<b>TOTAL</b>	<b>1</b>	<b>1</b>

**TOTAL 0710 & 8710**                      **2**                      **2**

Economic Development Director added in FY 14-15

**ADVERTISING & PROMOTION (30-81) DIVISION 0710 FY 17-18**

OTRD State Travel Guide	4,300
FCMA Travel Guide	2,500
Tinker Base Guide & Directory	2,035
Production of 2018 Visitors Guide	13,000
Constant Contact - CVB E-newsletter	800
Graphic Design for Ads	1,200
OTIA Governor's Conference Sponsorship	1,000
OSAE Conference Corporate Sponsorship	1,000
Meeting Planner Guide	1,100
Promotional Items	2,100
Unexpected Advertising/Promotion/Tradesh	2,650
EOCTC Sponsor of Film Event	250
<b>TOTAL</b>	<b>31,935</b>

**CAPITAL OUTLAY FY 17-18 DIVISION 0710**

Desktop Color Printer	2,000
<b>TOTAL</b>	<b>2,000</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

CVB Indoor Signage	600
CVB Outdoor Signage	4,400
Desk Top Ink Jet Printer	500
Chairs for Conference Table	800
<b>TOTAL</b>	<b>6,300</b>

**PERSONNEL POSITIONS SUMMARY:**

- 2006-07 - 1
- 2007-08 - 1
- 2008-09 - 1.14
- 2009-10 - 1.56
- 2010-11 - 1.56
- 2011-12 - 1.56
- 2012-13 - 1.56
- 2013-14 - 1.56
- 2014-15 - 2.56
- 2015-16 - 2
- 2016-17 - 2
- 2017-18 - 2

**ECONOMIC DEVELOPMENT - 8710**

**PERSONAL SERVICES**

10-01 SALARIES	87,458
10-07 ALLOWANCES	4,380
10-13 PDO BUYBACK	678
10-14 SICK LEAVE INCENTIVE	900
<b>TOTAL PERSONAL SERVICES</b>	<b>93,416</b>

**BENEFITS**

15-01 SOCIAL SECURITY	7,146
15-02 EMPLOYEES' RETIREMENT	13,078
15-03 GROUP INSURANCE	11,840
15-06 TRAVEL & SCHOOL	5,900
15-13 LIFE	162
15-14 DENTAL	1,339
15-20 OVERHEAD HEALTH CARE COST	940
<b>TOTAL BENEFITS</b>	<b>40,406</b>

**MATERIALS & SUPPLIES**

20-41 SUPPLIES	1,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>1,000</b>

**OTHER SERVICES & CHARGES**

30-01 UTILITIES/COMMUNICATIONS	437
30-16 MWC CHAMBER CONTRACT	36,000
30-40 CONTRACTUAL - TIF 50%	20,000
30-72 MEMBERSHIP/SUBSCRIPTIONS	600
30-81 ADVERTISING/PROMOTION	5,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>62,037</b>

**TOTAL DIVISION REQUEST**                      **196,859**

**TOTAL DEPARTMENT REQUEST**                      **354,446**

**CONTRACTUAL (30-40) DIVISION 0710 FY 17-18**

Vann & Associates (Web Hosting, Social Media Services)	10,200
Certified Folder Display	4,700
OK Touriam & Rec Dept	3,500
<b>TOTAL</b>	<b>18,400</b>

**CONTRACTUAL (30-40) DIVISION 8710 FY 17-18**

TIF - 50%	20,000
<b>TOTAL</b>	<b>20,000</b>

FUND: DRAINAGE TAX (050)  
DEPARTMENT: DRAINAGE (65)  
DEPARTMENT HEAD: GUY HENSON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
MATERIALS & SUPPLIES	-	4,000	4,000	-
CAPITAL OUTLAY	259,440	182,057	117,859	63,666
<b>TOTAL</b>	<b>259,440</b>	<b>186,057</b>	<b>121,859</b>	<b>63,666</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTEREST	4,930	5,147	2,415	1,344
MISCELLANEOUS	733	-	800	800
TRANSFERS IN (FUND 157)	180,000	-	-	-
<b>TOTAL</b>	<b>185,663</b>	<b>5,147</b>	<b>3,215</b>	<b>2,144</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	635,083	14,792	395,932	253,943
6/30/2015	253,943	185,663	259,440	180,166
6/30/2016	180,166	3,215	121,859	61,522
6/30/2017	61,522	2,144	63,666	-

PROPOSED 06/13/2017

FINAL BUDGET 2017-2018

CAPITAL OUTLAY	
40-05 UTILITY IMPROVEMENTS	63,666
<b>TOTAL CAPITAL OUTLAY</b>	<b>63,666</b>

**TOTAL DEPARTMENT REQUEST** 63,666

CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL

Drainage Channel 15th - Bball	325
Travellers Inn - Drainage Construction Box Re-constructior	23,175
SE 21st / Avery Drainage Project	48,954
Reno Storm Sewer Extension East of Woodside	45,405
<b>TOTAL</b>	<b>117,859</b>

CAPITAL OUTLAY DETAIL: FY 17-18

Robin Road Project	63,666
<b>TOTAL</b>	<b>63,666</b>

FUND: CAPITAL DRAINAGE (060)  
DEPARTMENT: DRAINAGE IMPROVEMENTS (072)  
DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	188,014	196,948	196,588	198,571
BENEFITS	74,250	99,550	98,202	95,757
MATERIALS & SUPPLIES	70,520	116,408	61,229	91,416
OTHER SERVICES	38,659	54,325	54,325	46,624
CAPITAL OUTLAY	-	106,921	106,921	40,000
TRANSFERS	804	-	-	-
<b>TOTAL</b>	<b>372,248</b>	<b>574,152</b>	<b>517,265</b>	<b>472,368</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SVCS	447,007	443,798	448,083	446,248
INTEREST	7,998	7,884	7,754	7,454
MISC	-	-	58	-
<b>TOTAL</b>	<b>455,005</b>	<b>451,682</b>	<b>455,895</b>	<b>453,702</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	285,105	452,136	402,368	334,873	06/30/15
6/30/2015	334,873	455,005	372,248	417,630	06/30/16
6/30/2016	417,630	455,895	517,265	356,260	06/30/17 - EST
6/30/2017	356,260	453,702	472,368	337,595	06/30/18 - EST

Excludes Capital Outlay (21,618) **5% Reserve**  
**315,976**

FINAL BUDGET 2017-2018

PERSONAL SERVICES	
10-01 SALARY	187,281
10-03 OVERTIME	2,000
10-07 ALLOWANCES	960
10-10 LONGEVITY	6,664
10-12 VACATION BUYBACK	353
10-13 PDO BUYBACK	138
10-14 SICK LEAVE INCENTIVE	675
10-19 ONCALL	500
<b>TOTAL PERSONAL SERVICES</b>	<b>198,571</b>

BENEFITS	
15-01 SOCIAL SECURITY	15,191
15-02 EMPLOYEES' RETIREMENT	27,800
15-03 GROUP INSURANCE	29,198
15-04 WORKER'S COMP INSURANCE	16,583
15-06 TRAVEL & SCHOOL	950
15-07 UNIFORMS	1,300
15-13 LIFE	608
15-14 DENTAL	2,894
15-20 OVERHEAD HEALTH CARE COST	1,233
<b>TOTAL BENEFITS</b>	<b>95,757</b>

MATERIALS & SUPPLIES	
20-41 SUPPLIES	28,000
20-63 FLEET FUEL	13,502
20-64 FLEET PARTS	30,602
20-65 FLEET LABOR	19,312
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>91,416</b>

OTHER SERVICES	
30-22 PWA REIMBURSEMENT	37,857
30-40 CONTRACTUAL	8,000
30-85 INSURANCE-FIRE, THEFT, LIAB	767
<b>TOTAL OTHER SERVICES</b>	<b>46,624</b>

CAPITAL OUTLAY	
40-01 VEHICLES	20,000
40-02 EQUIPMENT	20,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>40,000</b>

**TOTAL DEPARTMENT REQUEST** **472,368**

(CONTINUED)

**FUND: CAPITAL DRAINAGE (060)**  
**DEPARTMENT: DRAINAGE IMPROVEMENTS (072)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
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PERMANENT STAFFING	FY 17-18	FY 16-17
Street Supervisor	0.25	0.25
Street Project Supervisor	0.50	0.50
Equipment Operator III	1	1
Equipment Operator II	1	1
Equipment Operator I	1	1
<b>TOTAL</b>	<b>3.75</b>	<b>3.75</b>

**PERSONNEL  
POSITIONS  
SUMMARY:**

2006-07 - 4  
2007-08 - 4  
2008-09 - 4  
2009-10 - 3.75  
2010-11 - 3.75  
2011-12 - 3.75  
2012-13 - 3.75  
2013-14 - 3.75  
2014-15 - 3.75  
2015-16 - 3.75  
2016-17 - 3.75  
2017-18 - 3.75

**CAPITAL OUTLAY FY 17-18**

Trackhoe (2nd of 5 yr funding)	20,000
Crew Cab Pickup (1st of 2 yr funding)	20,000
<b>TOTAL</b>	<b>40,000</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Trackhoe (1st of 5 yr funding)	20,000
Skid Steer Track Loader (2nd yr Funding)	64,000
Equipment Trailer	17,500
Two (2) 24" Drain Basins at PWA	5,421
<b>TOTAL</b>	<b>106,921</b>

**CONTRACTUAL (30-40) FY 17-18**

Tree Maintenance	8,000
<b>TOTAL</b>	<b>8,000</b>

PROPOSED 06/13/2017

FUND: STORM WATER QUALITY (061)  
DEPARTMENT: STORM WATER QUALITY (61)  
DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	346,179	368,914	284,086	330,495
BENEFITS	133,029	156,825	137,436	154,706
MATERIALS & SUPPLIES	48,452	92,337	92,273	85,093
OTHER SERVICES	149,508	176,747	176,411	172,516
CAPITAL OUTLAY	4,235	275,375	275,375	132,050
TRANSFERS OUT	43,264	41,907	41,907	66,908
<b>TOTAL</b>	<b>724,668</b>	<b>1,112,105</b>	<b>1,007,488</b>	<b>941,768</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
LICENSES & PERMITS	9,100	6,858	6,057	7,128
CHARGES FOR SERVICES	729,891	732,253	737,072	737,644
INTEREST	19,664	19,112	15,399	14,347
MISCELLANEOUS	-	500	-	-
TRANSFERS IN	-	802	802	832
<b>TOTAL</b>	<b>758,655</b>	<b>759,525</b>	<b>759,330</b>	<b>759,951</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	886,100	756,104	757,781	884,423
6/30/2015	884,423	758,655	724,668	918,410
6/30/2016	918,410	759,330	1,007,488	670,252
6/30/2017	670,252	759,951	941,768	488,435

Excludes Capital Outlay & Transfers Out (37,141) **5% Reserve**  
**451,295**

FINAL BUDGET 2017-2018

PERSONAL SERVICES	
10-01 SALARIES	298,491
10-02 WAGES	10,000
10-03 OVERTIME	5,000
10-07 ALLOWANCES	1,048
10-10 LONGEVITY	5,350
10-11 SL BUYBACK	2,991
10-13 PDO BUYBACK	815
10-14 SICK LEAVE INCENTIVE	2,700
10-19 ON CALL	4,100
<b>TOTAL PERSONAL SERVICES</b>	<b>330,495</b>

BENEFITS	
15-01 SOCIAL SECURITY	25,283
15-02 EMPLOYEES' RETIREMENT	44,869
15-03 GROUP INSURANCE	50,537
15-04 WORKER'S COMP INSURANCE	12,482
15-06 TRAVEL & SCHOOL	8,500
15-07 UNIFORMS	3,605
15-13 LIFE	863
15-14 DENTAL	5,611
15-20 OVERHEAD HEALTH CARE COST	1,372
15-97 RETIREE INSURANCE SUBSIDY	832
15-98 RETIREE INSURANCE	752
<b>TOTAL BENEFITS</b>	<b>154,706</b>

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	4,500
20-41 SUPPLIES	26,650
20-49 CHEMICALS	9,000
20-63 FLEET FUEL	9,564
20-64 FLEET PARTS	21,305
20-65 FLEET LABOR	14,074
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>85,093</b>

	2015	2016	EST 2017	BUDGET 2018
CHARGES TO OTHER CITIES	31,613	32,182	34,270	34,000

(CONTINUED)

**FUND: STORM WATER QUALITY (061)**  
**DEPARTMENT: STORM WATER QUALITY (61)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
Storm Water Manager	0.5	1
Storm Water Project Supervisor	1	1
Storm Water Quality Tech	3	3
GIS Coordinator	0.17	0.17
Lab Technician	0.66	0.66
<b>TOTAL</b>	<b>5.33</b>	<b>5.83</b>

SEASONAL STAFFING	FY 17-18	FY 15-16
GPS/GIS Data Coll & Entry	2	2

.5 Storm Water Manager moved to Fund 190 FY 17-18  
.66 Lab Technician added in FY 14-15  
.34 Lab Technician left in fund 192 FY 14-15

**CAPITAL OUTLAY FY 17-18**

Street Sweeper (1) 2nd of 2 year funding	125,000
Warning Lights for Spill Trailer	3,000
Replacement Laptop	1,000
Tablets	3,050
<b>TOTAL</b>	<b>132,050</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Street Sweeper (1) 1st of 2 year funding	125,000
Two (2) Outdoor Cameras	2,000
Two (2) Exterior Door Cameras	2,000
Two (2) Ext Door, One (1) Int Door Access Points	9,000
Two (2) Laserfiche Scanners	2,000
City Works Permitting, Licensing, and Land Database Module	10,000
Computer Replacement	687
HHW Permanent Building	100,000
Tray Sealer	6,000
Fencing HHW Building	13,500
Computer	1,200
I-Pads	3,050
Two (2) 24" Drain Basins at PWA	938
<b>TOTAL</b>	<b>275,375</b>

**PERSONNEL  
POSITIONS  
SUMMARY:**

2006-07 - 5  
2007-08 - 6.17  
2008-09 - 7.17  
2009-10 - 7.17  
2010-11 - 6.17  
2011-12 - 6.17  
2012-13 - 5.17  
2013-14 - 5.17  
2014-15 - 5.83  
2015-16 - 5.83  
2016-17 - 5.83  
2017-18 - 5.33

**OTHER SERVICES & CHARGES**

30-01 UTILITIES & COMMUNICATIONS	12,000
30-21 SURPLUS PROPERTY	1,039
30-22 PWA REIMBURSEMENT	54,574
30-23 UPKEEP REAL PROPERTY	10,500
30-40 CONTRACTUAL	62,950
30-49 CREDIT CARD FEES	2,850
30-72 MEMBERSHIPS & SUBSCRIPTIONS	1,600
30-85 INSURANCE - FIRE, THEFT, LIAB	26,449
30-86 ANNUAL AUDIT	554
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>172,516</b>

**CAPITAL OUTLAY**

40-01 VEHICLES	125,000
40-02 EQUIPMENT	3,000
40-49 COMPUTERS	4,050
<b>TOTAL CAPITAL OUTLAY</b>	<b>132,050</b>

**TRANSFERS OUT**

80-33 TRANSFERS (GENERAL 010)	66,908
<b>TOTAL TRANSFERS OUT</b>	<b>66,908</b>

**TOTAL DEPARTMENT REQUEST 941,768**

**CONTRACTUAL (30-40) FY 17-18**

HHW Disposal at Facility	22,000
Janitorial for 8726 SE 15th St	5,450
Verizon Wireless	500
Water Quality Replicate Samples	4,000
COSWA Radio Ad	2,000
City Works PLL	29,000
<b>TOTAL</b>	<b>62,950</b>



**FUND: STREET TAX (065)**  
**DEPARTMENT: DEDICATED TAX: STREET / PARKS / TRAILS & SIDEWALKS / PUBLIC TRANSPORTATION**  
**DEPARTMENT HEAD: GUY HENSON**

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES	12,041	42,000	32,849	95,262
CAPITAL OUTLAY	293,889	1,089,077	992,077	270,400
<b>TOTAL</b>	<b>305,930</b>	<b>1,131,077</b>	<b>1,024,926</b>	<b>365,662</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TAXES	431,434	431,457	419,423	422,829
INTEREST	26,370	25,760	20,676	18,249
TRANSFERS IN	-	17,878	17,878	-
<b>TOTAL</b>	<b>457,804</b>	<b>475,095</b>	<b>457,977</b>	<b>441,078</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	862,929	455,596	238,514	1,080,011
6/30/2015	1,080,011	457,804	305,930	1,231,885
6/30/2016	1,231,885	457,977	1,024,926	664,936
6/30/2017	664,936	441,078	365,662	740,352

*Funding from Ordinance 3145. Sales Tax effective January 1, 2012.  
 Restricted for Streets, Parks, Trails & Sidewalks and Public Transportation  
 as approved by the City Council.*

**FINAL BUDGET 2017-2018**

PARKS (23)	
<b>CAPITAL OUTLAY</b>	
40-02 EQUIPMENT	63,400
40-06 INFRASTRUCTURE	5,000
40-14 REMODEL	5,000
<b>TOTAL DIVISION REQUEST</b>	<b>73,400</b>

STREETS (66)	
<b>CAPITAL OUTLAY</b>	
40-06 INFRASTRUCTURE	97,000
40-08 CONTINGENCIES	100,000
<b>TOTAL DIVISION REQUEST</b>	<b>197,000</b>

PUBLIC TRANSPORTATION (87)	
<b>OTHER SERVICES AND CHARGES</b>	
30-40 CONTRACTUAL	95,262
<b>TOTAL DIVISION REQUEST</b>	<b>95,262</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>365,662</b>

CONTRACTUAL (30-40) FY 17-18	
Embark Transit (87) - Also Funded in Fund 10-14	57,334
ACOG Regional Transit	37,928
<b>TOTAL</b>	<b>95,262</b>

CONTINUED

**FUND: STREET TAX (065)**  
**DEPARTMENT: DEDICATED TAX: STREET / PARKS / TRAILS & SIDEWALKS / PUBLIC TRANSPORTATION**  
**DEPARTMENT HEAD: GUY HENSON**  
**PAGE TWO**

FUND BALANCE ACTUAL AT 6-30-15				
DIVISION/DEPT	6/30/14 FUND BALANCE	25% SALES TAX REVENUES	ACTUAL EXPENSES	6/30/15 FUND BALANCE
STREETS - 066 (Tax & Transfer In)	135,211	106,343	-	241,554
PARKS - 023	189,881	106,343	42,319	253,905
TRAILS & SIDEWALKS - 006	253,928	106,343	190,800	169,471
PUBLIC TRANSPORTATION - 087	253,928	106,343	5,395	354,876
INTEREST	29,983	30,226	-	60,209
	<u>862,929</u>	<u>455,596</u>	<u>238,514</u>	<u>1,080,011</u>

FUND BALANCE ACTUAL AT 6-30-16				
DIVISION/DEPT	6/30/15 FUND BALANCE	25% SALES TAX REVENUES	ACTUAL EXPENSES	6/30/16 FUND BALANCE
STREETS - 066	241,554	107,859	55,832	293,580
PARKS - 023	253,905	107,859	25,181	336,582
TRAILS & SIDEWALKS - 006	169,471	107,859	212,876	64,453
PUBLIC TRANSPORTATION - 087	354,876	107,859	12,041	450,693
INTEREST	60,209	26,370	-	86,579
	<u>1,080,011</u>	<u>457,804</u>	<u>305,930</u>	<u>1,231,885</u>

FUND BALANCE ESTIMATED ACTUAL AT 6-30-17				
DIVISION/DEPT	6/30/16 FUND BALANCE	25% SALES TAX REVENUES	ACTUAL EXPENSES	6/30/17 FUND BALANCE
STREETS - 066	293,580	104,856	291,620	106,816
PARKS - 023	336,582	104,856	346,702	94,736
TRAILS & SIDEWALKS - 006	64,453	122,734	269,755	(82,568)
PUBLIC TRANSPORTATION - 087	450,693	104,856	116,849	438,700
INTEREST	86,579	20,676	-	107,255
	<u>1,231,885</u>	<u>457,977</u>	<u>1,024,926</u>	<u>664,936</u>

FUND BALANCE ESTIMATED ACTUAL AT 6-30-18				
DIVISION/DEPT	6/30/17 FUND BALANCE	25% SALES TAX REVENUES	ACTUAL EXPENSES	6/30/18 FUND BALANCE
STREETS - 066	106,816	105,707	197,000	15,523
PARKS - 023	94,736	105,707	73,400	127,043
TRAILS & SIDEWALKS - 006	(82,568)	105,707	-	23,139
PUBLIC TRANSPORTATION - 087	438,700	105,707	95,262	449,145
INTEREST	107,255	18,249	-	125,504
	<u>664,936</u>	<u>441,078</u>	<u>365,662</u>	<u>740,352</u>

**CAPITAL OUTLAY FY 17-18**

Fesitval Tent (30x50)	10,000
Picnic Tables and Trash Cans	20,000
Festival Lighting at Charles J Johnson Town Center	5,000
Ten (10) 6' Tables with Bench Seats	8,500
Five (5) 46' Square Tables with Seats	5,700
Two (2) 8' ADA Tables with Bench Seats	1,800
Yellow Slide Pump	1,500
Spill Bucket Water Pump	1,500
Toddler Slide	5,000
Five (5) Lifeguard Chairs	6,500
Aquatrek Wheelchair	2,900
Projects to be Approved by Council (66)	100,000
HVAC Replacement at Pool Pump House	5,000
Roto Mill and Overlay Douglas from SE 4th to SE 10th	97,000
(Additional Funding in Street and Alley, 013 and Capital Improvements, 157)	
<b>TOTAL</b>	<b>270,400</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Joe Barnes Trail 2nd Year Funding (061613)	62,818
Joe Barnes Trail Asphalt Repaving	48,384
Eng-Safe Routes to School	9,557
Eng - Palmer Loop/MWC Ele	3,500
Mid-America Park Trail	189,194
Traub Park	30,000
Mid-America Park Improvements	34,316
Spray Park Relocation	100,000
Playground Equipment - Traub	30,000
Soccer Fence	20,000
Rail with Trail Phase 1	21,184
NE 10th - A.D. to Crutcho	115,187
Residential Street Repair	176,433
Bus Shelters	84,000
SE 29th from Air Depot to Sooner Road - Trail	67,504
<b>TOTAL</b>	<b>992,077</b>

FUND: EMERGENCY OPERATIONS (070)  
DEPARTMENT: EMERG OPERATION FUND (21)  
DEPARTMENT HEAD: MIKE BOWER

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	285,157	294,748	294,185	320,194
BENEFITS	53,566	67,300	67,253	73,845
MATERIALS & SUPPLIES	3,019	3,417	2,538	3,543
OTHER SERVICES	19,972	20,477	19,930	21,064
CAPITAL OUTLAY	86,678	82,970	82,970	26,900
TRANSFERS OUT	46,209	47,957	47,957	50,354
TOTAL	494,601	516,869	514,833	495,900

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TAXES	352,992	353,011	343,165	345,951
INVESTMENT INTEREST	16,667	16,362	11,364	10,423
CHARGES FOR SERVICES	27,250	27,250	27,250	27,250
TRANSFERS IN - Fund 143	15,000	37,500	37,500	15,000
TOTAL	411,909	434,123	419,279	398,624

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	765,772	410,966	435,988	740,750
6/30/2015	740,750	411,909	494,601	658,058
6/30/2016	658,058	419,279	514,833	562,504
6/30/2017	562,504	398,624	495,900	465,228

Excludes Capital Outlay & Transfers Out (20,932) 5% Reserve  
444,296

FINAL BUDGET 2017-2018

PERSONAL SERVICES

10-01 SALARIES	234,966
10-03 OVERTIME	46,000
10-04 ADDITIONAL PAY	14,729
10-07 ALLOWANCES	3,991
10-10 LONGEVITY	6,933
10-11 SL BUYBACKS	4,260
10-12 VL BUYBACKS	2,061
10-13 PDO BUYBACKS	3,774
10-14 SICK LEAVE INCENTIVE	2,250
10-19 ON CALL	730
10-27 SHIFT DIFFERENTIAL	500
<b>TOTAL PERSONAL SERVICES</b>	<b>320,194</b>

BENEFITS

15-01 SOCIAL SECURITY	24,495
15-02 EMPLOYEE'S RETIREMENT	30,098
15-03 GROUP INSURANCE	15,912
15-13 LIFE	405
15-14 DENTAL	1,336
15-20 OVERHEAD HEALTH CARE COST	1,599
<b>TOTAL BENEFITS</b>	<b>73,845</b>

MATERIALS AND SUPPLIES

20-63 FLEET FUEL	21
20-64 FLEET PARTS	1,743
20-65 FLEET LABOR	1,779
<b>TOTAL MATERIALS AND SUPPLIES</b>	<b>3,543</b>

OTHER SERVICES AND CHARGES

30-02 SMALL TOOLS AND EQUIPMENT	1,000
30-21 SURPLUS PROPERTY	1,299
30-24 MAINTENANCE OF EQUIPMENT	3,949
30-43 HARDWARE/SOFTWARE MAINTENANCE	14,500
30-86 AUDIT	316
<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>21,064</b>

(CONTINUED)

**FUND: EMERGENCY OPERATIONS (070)**  
**DEPARTMENT: EMERG OPERATION FUND (21)**  
**DEPARTMENT HEAD: MIKE BOWER**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
EOC Manager	1	1
Communication Spec II	1.5	1.5
Communications Coordinato	0.27	0
<b>TOTAL</b>	<b>2.77</b>	<b>2.5</b>

.27 Comm Coord from Fund 040 FY 17-18  
 1 Comm Spec II to Fund 70 FY 10-11  
 .50 Comm Spec II to Fund 70 FY 11-12

**PERSONNEL  
 POSITIONS  
 SUMMARY:**

2006-07 - .5  
 2007-08 - 1  
 2008-09 - 1  
 2009-10 - 1  
 2010-11 - 2  
 2011-12 - 2.5  
 2012-13 - 2.5  
 2013-14 - 2.5  
 2014-15 - 2.5  
 2015-16 - 2.5  
 2016-17 - 2.5  
 2017-18 - 2.77

<b>CAPITAL OUTLAY</b>	
40-02 FIXTURES, FURNITURE, EQUIPMENT	26,000
40-14 REMODEL	900
<b>TOTAL CAPITAL OUTLAY</b>	<b>26,900</b>

<b>TRANSFERS OUT</b>	
80-14 TRANSFERS OUT (TECHNOLOGY FUND 14)	50,354
<b>TOTAL TRANSFERS OUT</b>	<b>50,354</b>

**TOTAL DEPARTMENT REQUEST** 495,900

**CAPITAL OUTLAY FY 17-18**

Update Furniture Console in Dispatch Center	6,000
Portable Radios for Dispatch/EOC	20,000
Emergency Lighting for Dispatch/EOC Center	900
<b>TOTAL</b>	<b>26,900</b>

**CAPITAL OUTLAY FY 16-17 Estimated Actual**

Ten (10) Mobile Radios	16,000
Upgrade Zetron Module	18,865
Repeater Controller	5,000
IP Siteconnect Interface	10,000
One (1) LG Monitor for Each Workstation	105
GPS Frequency	17,000
10 Channel Radio Transmitter	16,000
<b>TOTAL</b>	<b>82,970</b>

PROPOSED 06/13/2017

FUND: PUBLIC WORKS ADMINISTRATION (075)  
DEPARTMENT: PUBLIC WORKS ADMINISTRATION (30)  
DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	555,256	629,955	620,718	602,766
BENEFITS	178,942	202,670	199,639	199,701
MATERIALS & SUPPLIES	2,292	3,675	2,740	4,665
OTHER SERVICES	97,015	137,425	136,549	143,755
CAPITAL OUTLAY	15,806	41,224	41,224	16,985
TRANSFERS	1,748	-	-	-
<b>TOTAL</b>	<b>851,060</b>	<b>1,014,949</b>	<b>1,000,870</b>	<b>967,872</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	912,824	971,205	971,205	968,685
INTEREST	5,937	5,296	5,292	3,928
TRANSFERS IN	-	801	801	2,728
<b>TOTAL</b>	<b>918,761</b>	<b>977,302</b>	<b>977,298</b>	<b>975,341</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	170,889	862,654	817,316	216,227
6/30/2015	216,227	918,761	851,060	283,928
6/30/2016	283,928	977,298	1,000,870	260,356
6/30/2017	260,356	975,341	967,872	267,826

FINAL BUDGET 2017-2018

PERSONAL SERVICES	
10-01 SALARIES	557,253
10-03 OVERTIME	5,616
10-07 ALLOWANCES	10,020
10-10 LONGEVITY	10,630
10-11 SL BUYBACK	6,818
10-12 VL BUYBACK	3,628
10-13 PDO BUYBACK	3,356
10-14 SL INCENTIVE	5,445
<b>TOTAL PERSONAL SERVICES</b>	<b>602,766</b>

BENEFITS	
15-01 SOCIAL SECURITY	46,112
15-02 EMPLOYEES' RETIREMENT	84,387
15-03 GROUP INSURANCE	43,022
15-04 WORKERS COMP INSURANCE	5,990
15-06 TRAVEL & SCHOOL	6,100
15-13 LIFE	1,321
15-14 DENTAL	4,014
15-20 OVERHEAD HEALTH CARE COST	3,561
15-97 RETIREE INSURANCE SUBSIDY	2,728
15-98 RETIREE INSURANCE	2,466
<b>TOTAL BENEFITS</b>	<b>199,701</b>

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	528
20-41 SUPPLIES	4,137
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>4,665</b>

OTHER SERVICES & CHARGES	
30-23 UPKEEP REAL PROPERTY	2,460
30-40 CONTRACTUAL	13,999
30-41 CONTRACTUAL LABOR	16,812
30-43 HARDWARE/SOFTWARE MAINT	72,000
30-72 MEMBERSHIPS & SUBSCRIPTIONS	567
30-85 INSURANCE-FLEET/LIABILITY	20,162
30-86 AUDIT	505
30-90 PUBLIC RELATIONS - CONTRACTUAL	17,250
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>143,755</b>

(CONTINUED)

**FUND: PUBLIC WORKS ADMINISTRATION (075)**  
**DEPARTMENT: PUBLIC WORKS ADMINISTRATION (30)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
Environmental Service Dir	0	1
Community Service Dir	0	1
Public Works Director	1	0
Assistant Public Works Dir	1	0
Office Manager	1	1
Secretary II	3	3
GIS Coordinator	0	0.5
GIS Analyst	1	0
Safety Coordinator	0.8	0.8
Assistant City Manager	0	0.25
City Manager	0.25	0
Communications Coord - IT	0.105	0.105
<b>TOTAL</b>	<b>8.155</b>	<b>7.655</b>

.80 Safety Coord from Risk (202) FY 12-13  
.105 Communications Coord added FY 14-15  
.50 GIS Coordinator moved from Comm Dev (010-05) FY 16-17  
Added Public Works Director in place of Environmental Service Dir FY 17-18  
Added Asst Public Works Dir in place of Community Service Dir FY 17-18  
.05 GIS Coordinator moved back to Comm Dev (010-05) FY 17-18  
Moved GIS Analyst from Comm Dev (010-05) FY 17-18  
.25 Asst City Manager moved to .15 City Manager (010-01) & .10 to Risk (202) FY 17-18  
.25 City Manager moved from City Manager (010-01) FY 17-18

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Computers & Hardware	4,636
Furniture	9,789
Software	5,000
Scanner Software/Upgrade	21,799
<b>Total</b>	<b>41,224</b>

**PERSONNEL POSITIONS SUMMARY:**

2005-06 - 7.5  
2006-07 - 6.75  
2007-08 - 5.75  
2008-09 - 7  
2009-10 - 7.5  
2010-11 - 7.5  
2011-12 - 7.5  
2012-13 - 8.30  
2013-14 - 8.30  
2014-15 - 8.405  
2015-16 - 8.155  
2016-17 - 7.655  
2017-18 - 8.155

**CAPITAL OUTLAY**

40-02 EQUIPMENT	1,000
40-14 REMODEL	15,985
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>16,985</b>

**TOTAL DEPARTMENT REQUEST** 967,872

**SOURCES OF REVENUE BY DEPARTMENT**

Sanitation	244,375
Water	234,859
Wastewater	227,229
Street	126,928
Drainage	37,857
Golf Courses	42,864
Storm Water	54,573
<b>TOTAL</b>	<b>968,685</b>

**CAPITAL OUTLAY FY 17-18**

Replace PWA Bathroom Flooring	1,920
Replace PWA Office Carpet	9,065
Remodel PWA Conference Room	5,000
Office Furniture	1,000
<b>TOTAL</b>	<b>16,985</b>

**CONTRACTUAL DETAIL (30-40) FY 17-18**

Verizon Wireless (2 I-pads Service Contract)	1,090
Cox WiFi Service	1,380
Charley's Professional Pest Control	600
Unifirst (Rugs)	247
Standley Systems (Copier)	1,392
Jan-Pro of OKC (Cleaning Offices)	3,000
City Works Training	2,400
Fire Alarm Monitoring	530
Office 365 Subscription for 2 I-pads (\$15/month)	360
New Edge Services (City Works Upgrade)	3,000
<b>TOTAL</b>	<b>13,999</b>

**FUND: INTERSERVICE (080)**  
**DEPARTMENT: FLEET SERVICES (25)**  
**DEPARTMENT HEAD: TIM LYON**

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	535,335	572,672	567,745	603,645
BENEFITS	225,057	248,659	246,445	261,026
MATERIALS & SUPPLIES	1,283,175	1,731,972	1,440,794	1,647,750
OTHER SERVICES	79,100	119,399	119,084	109,092
CAPITAL OUTLAY	19,031	95,726	95,726	40,000
TRANSFERS	2,593	-	-	-
<b>TOTAL</b>	<b>2,144,291</b>	<b>2,768,428</b>	<b>2,469,794</b>	<b>2,661,513</b>

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	2,179,641	2,588,326	2,460,377	2,663,587
INVESTMENT INTEREST	1,843	596	2,194	1,806
TRANSFERS IN	-	5,482	8,218	5,490
<b>TOTAL</b>	<b>2,181,484</b>	<b>2,594,404</b>	<b>2,470,789</b>	<b>2,670,883</b>

BUDGETARY	BUDGET			FUND	
FUND BALANCE:	FUND BAL	REVENUES	EXPENSES	BALANCE	
6/30/2014	135,454	2,262,481	2,251,644	146,291	6/30/2015
6/30/2015	146,291	2,181,484	2,144,291	183,484	6/30/2016
6/30/2016	183,484	2,470,789	2,469,794	184,479	6/30/2017 - EST
6/30/2017	184,479	2,670,883	2,661,513	193,849	6/30/2018 - EST

**FINAL BUDGET 2017-2018**

PERSONAL SERVICES	
10-01 SALARIES	542,225
10-02 WAGES	15,000
10-03 OVERTIME	2,500
10-07 ALLOWANCES	13,500
10-10 LONGEVITY	12,725
10-11 SICK LEAVE BUYBACK	4,637
10-12 VL BUYBACK	2,537
10-13 PDO BUYBACK	1,221
10-14 SICK LEAVE INCENTIVE	4,800
10-19 ON CALL	4,500
<b>TOTAL PERSONAL SERVICES</b>	<b>603,645</b>

BENEFITS	
15-01 SOCIAL SECURITY	46,179
15-02 EMPLOYEES' RETIREMENT	82,410
15-03 GROUP INSURANCE	85,329
15-04 WORKERS COMP INSURANCE	11,458
15-06 TRAVEL & SCHOOL	7,000
15-07 UNIFORMS	4,500
15-13 LIFE	1,879
15-14 DENTAL	8,003
15-20 OVERHEAD HEALTH CARE COST	3,816
19-97 RETIREE INSURANCE SUBSIDY	5,490
15-98 RETIREE INSURANCE	4,962
<b>TOTAL BENEFITS</b>	<b>261,026</b>

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	930,000
20-35 SMALL TOOLS & EQUIP	5,000
20-41 SUPPLIES	12,750
20-45 FUEL	700,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>1,647,750</b>

(CONTINUED)

**FUND: INTERSERVICE (080)**  
**DEPARTMENT: FLEET SERVICES (25)**  
**DEPARTMENT HEAD: TIM LYON**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
Fleet Supervisor	0	1
Transportation Manager	1	0
Records Clerk	1	1
Secretary II	0.5	0.5
Lead Technician	1	1
Technician I	1	4
Technician II	2	4
Technician III	3	0
Service Attendant I	2	0
Safety Coordinator	0.1	0.1
<b>TOTAL</b>	<b>11.6</b>	<b>11.6</b>

WAGES	FY 17-18	FY 16-17
OJT Technician - Part Time	0.5	0.5

**CAPITAL OUTLAY FY 17-18**

Shop Equipment/Software	8,000
Pickup Bed Lifting Fixture	1,000
Building Lighting	4,000
Bird Netting	2,000
CNG Approved Facility Upgrades	21,000
Computer	2,000
Ipad	2,000
<b>TOTAL</b>	<b>40,000</b>

**PERSONNEL POSITIONS SUMMARY:**

2006-07 - 13  
 2007-08 - 12  
 2008-09 - 12  
 2009-10 - 12  
 2010-11 - 12  
 2011-12 - 12.5  
 2012-13 - 12.6  
 2013-14 - 12.6  
 2014-15 - 12.1  
 2015-16 - 12.1  
 2016-17 - 12.1  
 2017-18 - 11.6

**OTHER SERVICES & CHARGES**

30-01 UTILITIES	2,500
30-23 UPKEEP REAL PROPERTY	9,000
30-40 CONTRACTUAL	7,000
30-41 CONTRACTUAL LABOR	75,000
30-43 HARDWARE/SOFTWARE MAINT	693
30-72 MEMBERSHIPS & SUBSCRIPTIONS	2,000
30-81 ADVERTISING	500
30-85 INSURANCE - FLEET/LIABILITY	10,599
30-86 AUDIT	1,800
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>109,092</b>

**CAPITAL OUTLAY**

40-02 EQUIPMENT	26,000
40-07 BUILDING	6,000
40-14 REMODEL	4,000
40-49 COMPUTERS	4,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>40,000</b>

**TOTAL DEPARTMENT REQUEST**

**2,661,513**

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Office Computers	3,915
Shop Equipment/Software/Scanners	7,973
Shop Heaters, Lights, Switches, Methane Detectors	50,000
CNG Skid Unit	20,000
Car Wash Heater	5,000
CNG Shop Equipment	7,813
Overhead Door Opener	1,025
<b>TOTAL</b>	<b>95,726</b>

**CONTRACTUAL (30-40) FY 17-18**

Pest Control	760
Safety Kleen	2,000
Fire Alarm System Annual Inspection	490
Fire Extinguisher Repair/Replace	700
Ameriworks/Occupational Testing	300
Software Upgrades	1,000
Equipment Repairs	1,600
MAC Systems	150
<b>TOTAL</b>	<b>7,000</b>



FUND: SURPLUS PROPERTY (081)  
DEPARTMENT: SURPLUS PROPERTY (26)  
DEPARTMENT HEAD: TIM LYON

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2015-2016	2016-2017	2016-2017	2017-2018
PERSONAL SERVICES	19,019	20,596	19,321	19,836
BENEFITS	10,081	11,010	10,571	11,128
MATERIALS & SUPPLIES	332	1,750	1,522	1,339
OTHER SERVICES	9,835	13,200	11,819	11,200
CAPITAL OUTLAY	-	17,985	17,985	7,000
TRANSFERS	107	-	-	-
<b>TOTAL</b>	<b>39,374</b>	<b>64,541</b>	<b>61,218</b>	<b>50,503</b>

REVENUES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2015-2016	2016-2017	2016-2017	2017-2018
CHARGES FOR SERVICES	44,070	43,720	44,200	43,284
INTEREST	6,622	6,564	5,409	5,322
MISCELLANEOUS	274	-	90	-
<b>TOTAL</b>	<b>50,966</b>	<b>50,284</b>	<b>49,699</b>	<b>48,606</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	50,265	50,938	43,801	57,402
6/30/2015	57,402	50,966	39,374	68,994
6/30/2016	68,994	49,699	61,218	57,475
6/30/2017	57,475	48,606	50,503	55,578

Note: Sales are recorded to the balance sheet.

FINAL BUDGET 2017-2018

PERSONAL SERVICES	
10-01 SALARIES	19,212
10-07 ALLOWANCES	80
10-10 LONGEVITY	544
<b>TOTAL PERSONAL SERVICES</b>	<b>19,836</b>

BENEFITS	
15-01 SOCIAL SECURITY	1,517
15-02 EMPLOYEES' RETIREMENT	2,777
15-03 GROUP INSURANCE	5,920
15-13 LIFE	81
15-14 DENTAL	669
15-20 OVERHEAD HEALTH CARE COST	164
<b>TOTAL BENEFITS</b>	<b>11,128</b>

MATERIALS & SUPPLIES	
20-35 SMALL TOOLS & EQUIP	600
20-41 SUPPLIES	600
20-64 FLEET PARTS	83
20-65 FLEET LABOR	56
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>1,339</b>

OTHER SERVICES & CHARGES	
30-01 UTILITIES & COMMUNICATIONS	4,000
30-23 UPKEEP REAL PROPERTY	1,500
30-40 CONTRACTUAL	100
30-41 SELLER FEES	4,500
30-87 SHIPPING	600
30-89 EBAY FEES	500
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>11,200</b>

CAPITAL OUTLAY	
40-14 REMODEL	3,500
40-15 IOB	3,500
<b>TOTAL CAPITAL OUTLAY</b>	<b>7,000</b>

**TOTAL DEPARTMENT REQUEST** **50,503**

(CONTINUED)

**FUND: SURPLUS PROPERTY (081)**  
**DEPARTMENT: SURPLUS PROPERTY (26)**  
**DEPARTMENT HEAD: TIM LYON**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
Secretary II	0.5	0.5
<b>TOTAL</b>	<b>0.5</b>	<b>0.5</b>

**PERSONNEL  
POSITIONS  
SUMMARY:**

2007-08 - 2  
2008-09 - .5  
2009-10 - .5  
2009-10 - .5  
2010-11 - .5  
2011-12 - .5  
2012-13 - .5  
2013-14 - .5  
2014-15 - .5  
2015-16 - .5  
2016-17 - .5  
2017-18 - .5

**CONTRACTUAL (30-40) FY 17-18**

Pest Control	100
<b>TOTAL</b>	<b>100</b>

**SOURCES OF REVENUE BY DEPARTMENT**

Parks	467
General Fund	11,098
Hotel/Conference Center	3,268
Sanitation	8,250
Water	1,134
Sewer	3,575
Golf	701
Stormwater	1,039
Police	6,800
Fire	5,653
Emergency Operations	1,299
<b>TOTAL</b>	<b>43,284</b>

**CAPITAL OUTLAY FY 17-18**

Security System for Warehouse	3,500
Lot Fencing	3,500
<b>TOTAL</b>	<b>7,000</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Garage Door Openers	1,250
Security Cameras	15,935
Computer Replacement	800
<b>TOTAL</b>	<b>17,985</b>

PROPOSED 06/13/2017

**FUND: ACTIVITY (115)**  
**DEPARTMENT: RECREATION (78)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**

<b>EXPENDITURES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
PERSONAL SERVICES	10,797	14,785	13,256	14,800
BENEFITS	826	1,132	1,002	1,132
MATERIALS & SUPPLIES	66,023	81,725	59,842	69,550
OTHER SERVICES	62,240	93,225	81,369	87,700
CAPITAL OUTLAY	70,164	-	-	43,815
TRANSFERS OUT	107	-	-	-
<b>TOTAL</b>	<b>210,156</b>	<b>190,867</b>	<b>155,469</b>	<b>216,997</b>

<b>REVENUES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
CHARGES FOR SERVICES	78,102	76,061	63,593	68,451
INTEREST	6,360	6,390	4,947	4,733
MISCELLANEOUS	91,314	84,038	98,318	92,096
TRANSFER IN/PARK 123	-	25,000	25,000	-
<b>TOTAL</b>	<b>175,776</b>	<b>191,489</b>	<b>191,858</b>	<b>165,280</b>

<b>PART TIME:</b>	<b>FY 17-18</b>	<b>FY 16-17</b>
Softball Maintenance	1	1

**FINAL BUDGET 2017-2018**

<b>2315 - Holiday Lights</b>	
<b>PERSONAL SERVICES</b>	
10-02 WAGES	2,700
<b>TOTAL PERSONAL SERVICES</b>	<b>2,700</b>

<b>BENEFITS</b>	
15-01 SOCIAL SECURITY	207
<b>TOTAL BENEFITS</b>	<b>207</b>

<b>MATERIALS &amp; SUPPLIES</b>	
20-34 MAINTENANCE OF EQUIPMENT	1,500
20-41 SUPPLIES	12,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>13,500</b>

<b>OTHER SERVICES &amp; CHARGES</b>	
30-01 UTILITIES/COMMUNICATIONS	7,500
30-40 CONTRACTUAL	7,000
30-41 CONTRACT LABOR	11,000
30-81 ADVERTISING - PROMOTION	9,000
30-82 REVENUE SHARING COSTS	1,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>35,500</b>

<b>TOTAL DIVISION REQUEST</b>	<b>51,907</b>
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**2320 - Night Light Run**

<b>MATERIALS &amp; SUPPLIES</b>	
20-41 SUPPLIES	5,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>5,000</b>

<b>OTHER SERVICES &amp; CHARGES</b>	
30-41 CONTRACT LABOR	2,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>2,000</b>

<b>TOTAL DIVISION REQUEST</b>	<b>7,000</b>
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(CONTINUED)

**FUND: ACTIVITY (115)**  
**DEPARTMENT: RECREATION (78)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
**PAGE TWO**

FUND BALANCE ESTIMATED ACTUAL AT 6-30-17				
DEPT/DIVISION	6/30/16 FUND BALANCE	ESTIMATED REVENUES	ESTIMATED EXPENSES	6/30/17 FUND BALANCE
7810 - SOFTBALL	20,228	34,508	29,818	24,918
7812 - BASEBALL	358	-	-	358
7813 - PAVILIONS	106,142	25,423	19,695	111,870
7814 - PARK FACILITIES	1,677	17,138	-	18,815
7815 - MISC PROGRAMS	34,137	24,242	32,659	25,720
7816/910 - NATURE TRAIL	933	365	141	1,157
7817 - TREE BOARD	38,117	-	1,978	36,139
7819 - ART BOARD	1,628	-	-	1,628
7820 - SPECIAL EVENTS	300	-	-	300
7822 - RENAISSANCE RUN	9,831	2,725	10,788	1,768
2315 - HOLIDAY LIGHTS	599	80,392	53,923	27,068
2320 - NIGHT LIGHT RUN	13,295	1,388	6,468	8,215
2325 - DOG PARKS	1,970	730	-	2,700
UNDESIGNATED-INTEREST	40,493	4,947	-	45,440
	<b>269,707</b>	<b>191,858</b>	<b>155,470</b>	<b>306,095</b>

FUND BALANCE ESTIMATED ACTUAL AT 6-30-18				
DEPT/DIVISION	6/30/17 FUND BALANCE	ESTIMATED REVENUES	ESTIMATED EXPENSES	6/30/18 FUND BALANCE
7810 - SOFTBALL	24,918	35,354	34,776	25,496
7812 - BASEBALL	358	-	-	358
7813 - PAVILIONS	111,870	24,768	52,700	83,938
7814 - PARK FACILITIES	18,815	15,527	18,815	15,527
7815 - MISC PROGRAMS	25,720	23,373	35,000	14,093
7816/910 - NATURE TRAIL	1,157	523	500	1,180
7817 - TREE BOARD	36,139	-	5,000	31,139
7819 - ART BOARD	1,628	-	-	1,628
7820 - SPECIAL EVENTS	300	-	-	300
7822 - RENAISSANCE RUN	1,768	5,040	11,300	(4,492)
2315 - HOLIDAY LIGHTS	27,068	51,278	51,907	26,439
2320 - NIGHT LIGHT RUN	8,215	4,000	7,000	5,215
2325 - DOG PARKS	2,700	683	-	3,383
UNDESIGNATED-INTEREST	45,440	4,733	-	50,173
	<b>306,095</b>	<b>165,279</b>	<b>216,998</b>	<b>254,376</b>

7810 - Softball	
<b>PERSONAL SERVICES</b>	
10-02 WAGES	12,000
10-03 OVERTIME	100
<b>TOTAL PERSONAL SERVICES</b>	<b>12,100</b>
<b>BENEFITS</b>	
15-01 SOCIAL SECURITY	926
<b>TOTAL BENEFITS</b>	<b>926</b>
<b>MATERIALS &amp; SUPPLIES</b>	
20-41 SUPPLIES	15,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>15,000</b>
<b>OTHER SERVICES &amp; CHARGES</b>	
30-01 UTILITIES/COMMUNICATIONS	2,500
30-18 REFUNDS	250
30-23 UPKEEP REAL PROPERTY	1,000
30-40 CONTRACTUAL	3,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>6,750</b>
<b>TOTAL DIVISION REQUEST</b>	<b>34,776</b>

7813 - Pavilions	
<b>OTHER SERVICES &amp; CHARGES</b>	
30-18 REFUNDS	700
30-23 UPKEEP REAL PROPERTY	12,000
30-40 CONTRACTUAL	15,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>27,700</b>
<b>CAPITAL OUTLAY</b>	
40-02 EQUIP - SEC. CAMERAS J BARNES PARK	25,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>25,000</b>
<b>TOTAL DIVISION REQUEST</b>	<b>52,700</b>

7814 - Park Facilities	
<b>CAPITAL OUTLAY</b>	
40-06 INFRASTRUCTURE - J BARNES TRAIL PH 2	18,815
<b>TOTAL CAPITAL OUTLAY</b>	<b>18,815</b>
<b>TOTAL DIVISION REQUEST</b>	<b>18,815</b>

(CONTINUED)

FUND: ACTIVITY (115)  
 DEPARTMENT: RECREATION (78)  
 DEPARTMENT HEAD: VAUGHN SULLIVAN  
 PAGE THREE

**CONTRACTUAL (30-40) DIVISION 2315 FY 17-18**

Lifts/Traffic Consultation HLS	7,000
<b>TOTAL</b>	<b>7,000</b>

**CONTRACTUAL (30-40) DIVISION 7810 FY 17-18**

Scheduling/Sanction Fees/Polygraphs for Softball Program	3,000
<b>TOTAL</b>	<b>3,000</b>

**CONTRACTUAL (30-40) DIVISION 7813 FY 17-18**

Pavilion Cleaning	15,000
<b>TOTAL</b>	<b>15,000</b>

**CONTRACTUAL (30-40) DIVISION 7815 FY 17-18**

Instructors for Rec Classes	5,000
<b>TOTAL</b>	<b>5,000</b>

**CONTRACTUAL (30-40) DIVISION 7822 FY 17-18**

Race Organizer for Renaissance Run	2,000
<b>TOTAL</b>	<b>2,000</b>

**7815 - Miscellaneous Programs**

**MATERIALS & SUPPLIES**

20-01 MISCELLANEOUS	4,000
20-42 TRICK OR TREAT	11,000
20-43 RECREATION CLASSES	100
20-47 DANCE & TUMBLING	500
20-49 KIDS TRIATHALON	1,000
20-54 FISHING CLINIC	50
20-57 FLAG FOOTBALL	1,500
20-58 FATHER-DAUGHTER DANCE	11,100
20-68 MOM/SON BEACH PARTY	500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>29,750</b>

**OTHER SERVICES & CHARGES**

30-18 REFUNDS	250
30-40 CONTRACTUAL - Instructors	5,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>5,250</b>

**TOTAL DIVISION REQUEST 35,000**

**7816 - Nature Trails**

**MATERIALS & SUPPLIES**

20-41 SUPPLIES	500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>500</b>

**TOTAL DIVISION REQUEST 500**

**7817 - Tree Board**

**OTHER SERVICES & CHARGES**

20-07 TREES	5,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>5,000</b>

**TOTAL DIVISION REQUEST 5,000**

(CONTINUED)

FUND: ACTIVITY (115)  
DEPARTMENT: RECREATION (78)  
DEPARTMENT HEAD: VAUGHN SULLIVAN  
PAGE FOUR

<u>7822 - Renaissance Run</u>	
<b>MATERIALS &amp; SUPPLIES</b>	
20-41 SUPPLIES	5,800
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<u>5,800</u>
<b>OTHER SERVICES &amp; CHARGES</b>	
30-09 RENAISSANCE RUN GRANTS	3,500
30-40 CONTRACTUAL	2,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<u>5,500</u>
<b>TOTAL DIVISION REQUEST</b>	<u>11,300</u>
<b>TOTAL DEPARTMENT REQUEST</b>	<u><u>216,997</u></u>

PROPOSED 06/13/2017

**FUND: PARK & RECREATION PROJECTS (123)**  
**DEPARTMENT: MWC PARKS & REC (06) & (23)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**

**FINAL BUDGET 2017-2018**

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	62,529	56,143	56,135	57,652
BENEFITS	20,306	24,650	21,655	25,396
MATERIALS & SUPPLIES	8,258	5,000	4,339	5,000
OTHER SERVICES	224,978	339,574	310,369	310,424
CAPITAL OUTLAY	81,104	297,927	297,927	174,685
TRANSFERS OUT	647	25,000	25,000	-
<b>TOTAL</b>	<b>397,821</b>	<b>748,294</b>	<b>715,425</b>	<b>573,157</b>

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
TAXES	435,792	435,815	423,660	427,099
CHARGES FOR SERVICES	-	6,500	-	-
INTEREST	11,268	11,710	11,646	11,313
MISCELLANEOUS	41,534	15,000	34,462	30,000
ASSET RETIREMENT	-	3,956	3,955	-
TRANSFERS IN	83,592	83,962	81,525	82,181
<b>TOTAL</b>	<b>572,186</b>	<b>556,943</b>	<b>555,248</b>	<b>550,593</b>

BUDGETARY	BUDGET			FUND	
FUND BALANCE:	FUND BAL.	REVENUES	EXPENSES	BALANCE	
6/30/2014	345,148	526,806	493,568	378,386	06/30/15
6/30/2015	378,386	572,186	397,821	552,751	06/30/16
6/30/2016	552,751	555,248	715,425	392,574	06/30/17 - EST
6/30/2017	392,574	550,593	573,157	370,010	06/30/18 - EST

**PARK AND RECREATIONS (06)**

PERSONAL SERVICES	
10-01 SALARIES	52,937
10-07 ALLOWANCES	1,676
10-10 LONGEVITY	1,165
10-11 SL BUYBACK	562
10-12 VL BUYBACK	611
10-13 PDO BUYBACK	408
10-14 SICK LEAVE INCENTIVE	293
<b>TOTAL PERSONAL SERVICES</b>	<b>57,652</b>

BENEFITS	
15-01 SOCIAL SECURITY	4,410
15-02 EMPLOYEES' RETIREMENT	8,071
15-03 GROUP INSURANCE	5,935
15-06 TRAVEL & SCHOOL	6,000
15-13 LIFE	124
15-14 DENTAL	603
15-20 OVERHEAD HEALTH CARE COST	252
<b>TOTAL BENEFITS</b>	<b>25,396</b>

MATERIALS & SUPPLIES	
20-41 SUPPLIES	5,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>5,000</b>

OTHER SERVICES & CHARGES	
30-01 UTILITIES/COMMS	55,000
30-21 SURPLUS PROPERTY	467
30-23 UPKEEP REAL PROPERTY	30,000
30-40 CONTRACTUAL	25,000
30-81 ADVERTISING - PROMOTION	50,067
30-86 AUDIT	390
30-91 SPECIAL EVENTS	139,500
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>300,424</b>

Note: Transfer in comes from 14% of the distribution of the Hotel / Motel Tax Fund (225)

(CONTINUED)

**FUND: PARK & RECREATION PROJECTS (123)**  
**DEPARTMENT: MWC PARKS & REC (06) & (23)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
Park & Rec Supervisor	0.325	0.33
Special Events & Marketing Mgr	0.44	0.44
<b>TOTAL</b>	<b>0.765</b>	<b>0.77</b>

**PERSONNEL POSITIONS SUMMARY:**

2006-07 - 0
2007-08 - .33
2008-09 - .77
2009-10 - .77
2010-11 - 1.08
2011-12 - 1.02
2012-13 - 1.02
2013-14 - 1.02
2014-15 - 1.02
2015-16 - .77
2016-17 - .77
2017-18 - .765

**CAPITAL OUTLAY FY 17-18**

Spirit Trail System Way Finding Signage	10,000
Joe Barnes Trail Leg in Regional Park - 2nd year funding	26,185
Restroom Funding for Optimist Park - 1st year funding	40,000
Bomber Room Patio Renovation	5,000
(10) 6' Tables Community Ctr	4,000
(15) Golf Carts	60,000
Computer - Community Ctr	1,500
(2) Computers - Sr. Ctr	3,000
TAP Project Surplus Bridges for Regional and Tom Poore - 1st year funding	25,000
<b>TOTAL</b>	<b>174,685</b>

**SPECIAL EVENTS (30-91)**

Pow Wow	1,200
Tribute to Liberty	29,800
Veterans Day Parade	8,000
New Friday Event	6,500
Made in Oklahoma	59,000
Mid America Street Fest	31,000
Other Special Events	4,000
<b>TOTAL</b>	<b>139,500</b>

**CAPITAL OUTLAY**

40-02 EQUIPMENT	64,000
40-06 INFRASTRUCTURE	51,185
40-07 BUILDING	40,000
40-14 REMODEL	5,000
40-15 IOB	10,000
40-49 COMPUTERS	4,500
<b>TOTAL CAPITAL OUTLAY</b>	<b>174,685</b>

**TOTAL DEPARTMENT REQUEST 563,157**

**PARK PLAY (23)**

**OTHER SERVICES & CHARGES**

30-40 CONTRACTUAL - STEAM CAMP	10,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>10,000</b>

**TOTAL DEPARTMENT REQUEST 10,000**

**TOTAL FUND REQUEST 573,157**

**CAPITAL OUTLAY FY 16-17 Estimated Actual**

Repave Soldier Creek	1,087
Pavilion/Restroom	40,000
Tennis/Bball Court Restrooms	40,000
Parking Lot Exp Barnes PA	6,084
Optimist Park Phase 1	50,000
Joe Barnes Trail 1st	45,000
Park Land Acquisition	40,000
Copier	3,956
I-Pads	800
2 Outdoor Heaters	5,000
Festival Mgmt Software	3,000
(10) 6' Tables	3,200
Optimist Park - Phase 2	50,000
(2) Lifeguard Chairs	6,800
(4) Security Cameras	3,000
<b>TOTAL</b>	<b>297,927</b>

**CONTRACTUAL (30-40) FY 17-18**

Cleaning of Basketball Courts (06)	3,000
Tree Maintenance (06)	6,000
Electrical Repairs (06)	2,000
Parks Portapotties (06)	4,000
Playground Maintenance (06)	10,000
STEAM Camp (23)	10,000
<b>TOTAL</b>	<b>35,000</b>



**FUND: CDBG (141)**  
**DEPARTMENT: GRANTS MANAGEMENT**  
**DEPARTMENT HEAD: TERRI CRAFT**  
**NON-FISCAL FUND**

<b>EXPENDITURES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
PERSONAL SERVICES	199,761	208,223	208,041	215,990
BENEFITS	80,631	87,171	86,030	90,922
MATERIALS & SUPPLIES	25	500	494	400
OTHER SERVICES	2,933	2,991	2,991	2,950
GRANT ACTIVITY	173,329	453,263	189,934	201,324
CAPITAL OUTLAY	537	-	-	1,000
TRANSFERS	621	9,130	9,130	-
<b>TOTAL</b>	<b>457,837</b>	<b>761,278</b>	<b>496,620</b>	<b>512,586</b>

<b>REVENUES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
INTERGOVERNMENTAL	310,712	370,552	329,416	349,946
TRANSFER IN	147,126	158,583	158,375	162,640
<b>TOTAL</b>	<b>457,837</b>	<b>529,135</b>	<b>487,791</b>	<b>512,586</b>

<b>BUDGETARY FUND BALANCE:</b>	<b>BUDGET FUND BAL.</b>	<b>REVENUES</b>	<b>EXPENSES</b>	<b>FUND BALANCE</b>
6/30/2014	15,497	452,914	453,255	15,156
6/30/2015	15,156	457,837	457,837	15,156
6/30/2016	15,156	487,791	496,620	6,327
6/30/2017	6,327	512,586	512,586	6,327

**FINAL BUDGET 2017-2018**

<b>CDBG PROGRAMS (3901)</b>	
<b>PERSONAL SERVICES</b>	
10-01 SALARY	55,083
10-07 ALLOWANCES	480
10-10 LONGEVITY	1,377
10-13 PDO BUYBACK	424
<b>TOTAL PERSONAL SERVICES</b>	<b>57,364</b>
<b>BENEFITS</b>	
15-01 SOCIAL SECURITY	4,388
15-02 RETIREMENT	8,031
15-03 GROUP HEALTH INSURANCE	5,786
15-04 WORKERS COMP INSURANCE	702
15-13 LIFE	162
15-14 DENTAL	878
15-20 OVERHEAD HEALTH CARE COST	329
<b>TOTAL BENEFITS</b>	<b>20,276</b>
<b>OTHER SERVICES &amp; CHARGES</b>	
30-85 INSURANCE/FIRE-THEFT-LIAB	283
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>283</b>
<b>TOTAL DIVISION REQUEST</b>	<b>77,923</b>

<b>CDBG PROGRAMS (3903)</b>	
<b>PERSONAL SERVICES (HOUSING REHAB)</b>	
10-01 SALARY	61,030
10-07 ALLOWANCES	480
10-10 LONGEVITY	2,954
<b>TOTAL PERSONAL SERVICES</b>	<b>64,464</b>

(CONTINUED)

**FUND: CDBG (141)**  
**DEPARTMENT: GRANTS MANAGEMENT**  
**DEPARTMENT HEAD: TERRI CRAFT**  
**NON-FISCAL FUND**  
**PAGE TWO**

<u>PERMANENT STAFFING</u>	<u>FY 17-18</u>	<u>FY 16-17</u>
Director	0.9	0.9
Housing Rehab.	1	1
Planning Assistant	1	1
<b>TOTAL</b>	<b>2.9</b>	<b>2.9</b>

.10 of Director to Hospital (425) FY 09-10

**PERSONNEL  
POSITIONS  
SUMMARY:**

- 2006-07 - 4
- 2007-08 - 4
- 2008-09 - 4
- 2009-10 - 3.9
- 2010-11 - 3.9
- 2011-12 - 3.9
- 2012-13 - 3.9
- 2013-14 - 3.9
- 2014-15 - 3.9
- 2015-16 - 2.9
- 2016-17 - 2.9
- 2017-18 - 2.9

**BENEFITS**

15-01 SOCIAL SECURITY	4,931
15-02 RETIREMENT	9,025
15-03 GROUP HEALTH INSURANCE	11,840
15-04 WORKERS COMP INSURANCE	702
15-13 LIFE	162
15-14 DENTAL	1,339
15-20 OVERHEAD HEALTH CARE COST	329
<b>TOTAL BENEFITS</b>	<b>28,328</b>

**OTHER SERVICES & CHARGES**

30-85 INSURANCE/FIRE-THEFT-LIAB	283
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>283</b>

<b>TOTAL DIVISION REQUEST</b>	<b>93,075</b>
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**GRANT ACTIVITIES (3927)**

**MATERIALS & SUPPLIES**

20-63 FLEET FUEL	395
20-64 FLEET PARTS	31
20-65 FLEET LABOR	97
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>523</b>

**OTHER SERVICES & CHARGES**

30-08 HOUSING REHABILITATION ADMIN	3,000
30-10 GENERAL ADMINISTRATION	3,000
30-11 FAIR HOUSING SERVICES	8,000
30-12 CONTINGENCY	13,601
30-13 SENIOR SOCIAL SERVICE	14,000
30-15 BEFORE/AFTER SCHOOL	14,000
30-16 AT RISK YOUTH & FAMILY PR	11,500
30-17 SLUM/BLIGHT IMPROVEMENTS	25,000
30-18 PRIMARY SYSTEM HOME REPAIRS	50,000
30-19 SHARE-A-FARE PROGRAM	2,200
30-21 SR MED RIDE PROGRAM	5,000
30-27 ADULT LITERACY MATERIALS	1,500
30-39 ORIGINAL MILE IMPROVEMENTS	50,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>200,801</b>

**CAPITAL OUTLAY**

40-49 COMPUTER	1,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>1,000</b>

<b>TOTAL DIVISION REQUEST</b>	<b>202,324</b>
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(CONTINUED)

FUND: CDBG (141)  
 DEPARTMENT: GRANTS MANAGEMENT  
 DEPARTMENT HEAD: TERRI CRAFT  
 NON-FISCAL FUND  
 PAGE THREE

<b>ADMINISTRATIVE STAFF (3999)</b>	
<b>PERSONAL SERVICES (GRANTS MGMT.)</b>	
10-01 SALARY	84,324
10-07 ALLOWANCES	3,402
10-10 LONGEVITY	2,700
10-11 SL BUYBACK - OVER BANK	1,952
10-12 VACATION BUYBACK	974
10-14 SICK LEAVE INCENTIVE	810
<b>TOTAL PERSONAL SERVICES</b>	<b>94,162</b>
<b>BENEFITS</b>	
15-01 SOCIAL SECURITY	7,203
15-02 RETIREMENT	13,183
15-03 GROUP HEALTH INSURANCE	10,656
15-04 WORKERS COMP INSURANCE	701
15-06 TRAVEL & SCHOOL	1,500
15-13 LIFE	146
15-14 DENTAL	1,205
15-20 OVERHEAD HEALTH CARE COST	881
15-97 RETIREE INSURANCE SUBSIDY	3,594
15-98 RETIREE INSURANCE	3,248
<b>TOTAL BENEFITS</b>	<b>42,317</b>
<b>MATERIALS &amp; SUPPLIES</b>	
20-41 SUPPLIES	400
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>400</b>
<b>OTHER SERVICES &amp; CHARGES</b>	
30-72 MEMBERSHIP/SUBSCRIPTIONS	2,100
30-85 INSURANCE/FIRE-THEFT-LIAB	284
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>2,384</b>
<b>TOTAL DIVISION REQUEST</b>	<b>139,263</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>512,586</b>

PROPOSED 06/12/2017

FUND: GRANTS/HOUSING ACTIVITIES (142)  
DEPARTMENT: GRANTS MANAGEMENT DIVISION  
DEPARTMENT HEAD: TERRI CRAFT

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES & CHARGES	124,654	358,199	123,681	265,500
CAPITAL OUTLAY	3,216	-	-	-
TRANSFERS	-	269	269	-
<b>TOTAL</b>	<b>127,870</b>	<b>358,468</b>	<b>123,950</b>	<b>265,500</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTEREST	205	421	106	92
MISCELLANEOUS-3710	7,421	12,058	12,425	9,600
MISCELLANEOUS-3720	7,879	9,684	9,658	8,100
MISCELLANEOUS-3730	-	-	-	8,000
TRANSFERS	-	3,641	3,641	-
INTERGOVERNMENTAL-3731	40,000	200,000	80,000	120,000
<b>TOTAL</b>	<b>55,505</b>	<b>225,804</b>	<b>105,830</b>	<b>145,792</b>

FINAL BUDGET 2017-2018

HOUSING - SPECIAL PROJECTS (3710)	
<b>OTHER SERVICES &amp; CHARGES</b>	
30-04 OTHER EXPENSES	25,000
30-07 H REHAB LOAN PROGRAM	100,000
30-23 UPKEEP REAL PROPERTY	5,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>130,000</b>
<b>TOTAL DIVISION REQUEST</b>	<b>130,000</b>

HOUSING - TRANSITIONAL HOUSING (3720)	
<b>OTHER SERVICES &amp; CHARGES</b>	
30-01 UTILITIES/COMMUNICATION	4,500
30-02 APPLIANCES/EQUIPMENT	1,000
30-03 MOWING	3,000
30-04 OTHER EXPENSES	500
30-23 UPKEEP REAL PROPERTY	3,500
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>12,500</b>
<b>TOTAL DIVISION REQUEST</b>	<b>12,500</b>

HOUSING - HOME - PROGRAM (3730)	
<b>OTHER SERVICES &amp; CHARGES</b>	
30-04 OTHER EXPENSES	3,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>3,000</b>
<b>TOTAL DIVISION REQUEST</b>	<b>3,000</b>

(CONTINUED)

FUND: GRANTS/HOUSING ACTIVITIES (142)  
 DEPARTMENT: GRANTS MANAGEMENT DIVISION  
 DEPARTMENT HEAD: TERRI CRAFT  
 PAGE TWO

**EXPENDITURES DETAIL**  
**HOUSING - SPECIAL PROJECTS (3710)**

	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES & CHARGES	4,370	142,658	19,114	130,000
<b>TOTAL</b>	<b>4,370</b>	<b>142,658</b>	<b>19,114</b>	<b>130,000</b>

**HOUSING - TRANSITIONAL HOUSING - PROGRAM (3720)**

	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES & CHARGES	13,500	12,810	9,736	12,500
<b>TOTAL</b>	<b>13,500</b>	<b>12,810</b>	<b>9,736</b>	<b>12,500</b>

**HOUSING - HOME - PROGRAM (3730)**

	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES & CHARGES	80,000	3,000	15,100	3,000
<b>TOTAL</b>	<b>80,000</b>	<b>3,000</b>	<b>15,100</b>	<b>3,000</b>

**HOUSING - HOME - GRANT (3731)**

	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES & CHARGES	30,000	200,000	80,000	120,000
<b>TOTAL</b>	<b>30,000</b>	<b>200,000</b>	<b>80,000</b>	<b>120,000</b>

**HOUSING - HOME GRANT (3731)**

<b>OTHER SERVICES &amp; CHARGES</b>	
04-00 HOMEBUYERS ASSISTANCE	120,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>120,000</b>

**TOTAL DIVISION REQUEST** 120,000

**TOTAL DEPARTMENT REQUEST** 265,500

(CONTINUED)

FUND: GRANTS/HOUSING ACTIVITIES (142)  
DEPARTMENT: GRANTS MANAGEMENT DIVISION  
DEPARTMENT HEAD: TERRI CRAFT  
PAGE THREE

	BUDGET			FUND	
	FUND BAL.	REVENUES	EXPENSES	BALANCE	
<b><u>HOUSING - SPECIAL PROJECTS (3710)</u></b>					
06/30/11	119,657	-	6,405	149,883	06/30/12
06/30/12	149,883	11,954	4,921	156,916	06/30/13
06/30/13	156,916	12,723	6,543	163,096	06/30/14
06/30/14	163,096	6,150	6,927	162,319	06/30/15
06/30/15	162,319	7,421	4,370	165,370	06/30/16
06/30/16	165,370	12,425	19,114	158,681	06/30/17 ESTIMATED
06/30/17	158,681	9,600	130,000	38,281	06/30/18 ESTIMATED
<b><u>HOUSING - TRANSITIONAL HOUSING - PROGRAM (3720)</u></b>					
06/30/11	19,659	11,311	8,808	22,162	06/30/12
06/30/12	22,162	9,555	20,035	11,682	06/30/13
06/30/13	11,682	11,683	15,900	7,465	06/30/14
06/30/14	7,465	7,226	14,905	(214)	06/30/15
06/30/15	(214)	7,879	13,500	(5,835)	06/30/16
06/30/16	(5,835)	9,658	9,736	(5,913)	06/30/17 ESTIMATED
06/30/17	(5,913)	8,100	12,500	(10,313)	06/30/18 ESTIMATED
<b><u>HOUSING - TRANSITIONAL HOUSING - GRANT (3721)</u></b>					
06/30/11	(3,602)	-	-	(3,602)	06/30/12
06/30/12	(3,602)	-	-	(3,602)	06/30/13
06/30/13	(3,602)	-	(3,602)	-	06/30/14
06/30/14	-	-	-	-	06/30/15
06/30/15	-	-	-	-	06/30/16
06/30/16	-	-	-	-	06/30/17 ESTIMATED
06/30/17	-	-	-	-	06/30/18 ESTIMATED
<b><u>HOUSING - HOME - PROGAM (3730)</u></b>					
06/30/11	113,598	13,084	21,760	104,922	06/30/12
06/30/12	104,922	3,412	-	108,334	06/30/13
06/30/13	108,334	-	-	108,334	06/30/14
06/30/14	108,334	-	22	108,312	06/30/15
06/30/15	108,312	-	80,000	28,312	06/30/16
06/30/16	28,312	-	15,100	13,212	06/30/17 ESTIMATED
06/30/17	13,212	8,000	3,000	18,212	06/30/18 ESTIMATED
<b><u>HOUSING - HOME - GRANT (3731)</u></b>					
06/30/11	-	50,000	75,000	(25,000)	06/30/12
06/30/12	(25,000)	35,000	20,000	(10,000)	06/30/13
06/30/13	(10,000)	82,790	80,000	(7,210)	06/30/14
06/30/14	(7,210)	67,210	70,000	(10,000)	06/30/15
06/30/15	(10,000)	40,000	30,000	-	06/30/16
06/30/16	-	80,000	80,000	-	06/30/17 ESTIMATED
06/30/17	-	120,000	120,000	-	06/30/18 ESTIMATED
<b><u>INTEREST</u></b>					
06/30/15	-	828	-	188,675	06/30/16

**FUND: GRANTS (143)  
DEPARTMENTS: VARIOUS  
DEPARTMENT HEAD: GUY HENSON**

<b>EXPENDITURES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
PERSONAL SERVICES	93,026	136,567	74,586	-
BENEFITS	9,168	12,913	7,706	-
OTHER SERVICES	65,125	172,849	25,550	-
CAPITAL OUTLAY	49,250	29,275	29,275	-
TRANSFERS OUT	133,294	565,246	565,246	15,000
<b>TOTAL</b>	<b>349,864</b>	<b>916,850</b>	<b>702,363</b>	<b>15,000</b>

<b>REVENUES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
INTERGOVERNMENTAL	350,146	890,466	698,130	15,000
TRANSFERS IN	1,400	6,634	4,233	-
<b>TOTAL</b>	<b>351,546</b>	<b>897,100</b>	<b>702,363</b>	<b>15,000</b>

<b>BUDGETARY FUND BALANCE:</b>	<b>BUDGET FUND BAL.</b>	<b>REVENUES</b>	<b>EXPENSES</b>	<b>FUND BALANCE</b>
6/30/2014	60,000	896,206	896,206	60,000 6/30/2015*
6/30/2015	60,000	351,546	349,864	60,000 6/30/2016*
6/30/2016	60,000	702,363	702,363	60,000 6/30/2017 - EST*
6/30/2017	60,000	15,000	15,000	60,000 6/30/2018 - EST*

\*6/30/14 - 6/30/17 est fund balances include \$60,000 in vacant lots acquired with Neighborhood Stabilization Grant funding and held for investment purposes.

**FINAL BUDGET 2017-2018**

<b>2100 - Emergency Operations</b>	
<b>TRANSFER OUT</b>	
80-70 EMERGENCY OPERATIONS (070)	15,000
<b>TOTAL TRANSFER OUT</b>	<b>15,000</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>15,000</b>
<b>TOTAL FUND REQUEST</b>	<b>15,000</b>

FUND: CAPITAL IMPROVEMENTS (157)  
DEPARTMENT: CAPITAL IMPROVEMENT (57)  
DEPARTMENT: GUY HENSON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
MATERIALS AND SUPPLIES	-	37,749	37,749	-
CAPITAL OUTLAY	333,605	2,129,541	1,694,688	605,000
TRANSFERS OUT	180,000	740,000	740,000	-
<b>TOTAL</b>	<b>513,605</b>	<b>2,907,290</b>	<b>2,472,437</b>	<b>605,000</b>

The \$740,000 transfer out is for elimination of receivable from Fund 195.

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TAXES	106,127	106,492	99,033	104,362
LICENSES & PERMITS	162,795	80,289	105,809	113,217
INTEREST	52,230	53,158	41,684	37,102
TRANSFERS IN (340) <small>Cap imp</small>	263,525	163,214	214,859	215,614
TRANSFERS IN (195) <small>Hotel</small>	360,000	-	-	-
TRANSFERS IN (143)	-	140,000	140,000	-
<b>TOTAL</b>	<b>944,677</b>	<b>543,153</b>	<b>601,385</b>	<b>470,295</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	3,355,848	844,092	1,669,534	2,530,406
6/30/2015	2,530,406	944,677	513,605	2,961,478
6/30/2016	2,961,478	601,385	2,472,437	1,090,426
6/30/2017	1,090,426	470,295	605,000	955,721

FINAL BUDGET 2017-2018

CAPITAL OUTLAY	
40-06 INFRASTRUCTURE	605,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>605,000</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>605,000</b>

CAPITAL OUTLAY FY 17-18

Mid America Park Trail	330,000
Roto Mill and Overlay Douglas from SE 4th to SE 10th	200,000
<small>Additional funding to come from Fund 13 and Fund 65</small>	
Post Rd from SE 15th to SE 29th Trail 1/2 funding	75,000
<b>TOTAL</b>	<b>605,000</b>

CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL

Sidewalks -- To Be Determined by Sidewalk Committee	25,000
SCIP Recreational Trail	175,000
SE 15th & Sooner Development	76,596
Mid-America Park Trail	120,674
Spray Park Relocation	150,000
I-40/Hudiburg Grant	544,187
N Oaks Neighborhood Park	49,074
Eng - Sooner/Reno to 29th	5,250
Reno/A.D. to Sooner E & M	12,836
Survey/Engineering 29th	138,582
City Wide Stripping	4,094
Mid-America Trail Match	13,895
Eng - NE 10th to Douglas/Post	24,500
Ridgewood Drainage Replacement	50,000
Re-construction SE 29th St - Midwest to Douglas - Phase I	180,000
Douglas Roto Mill and Overlay - Phase 1	125,000
<b>TOTAL</b>	<b>1,694,688</b>



**FUND: CAPITAL WATER IMPROVEMENTS (172) (Walker Fund)**  
**DEPARTMENT: CAPITAL WATER IMPROVEMENT (49)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**

EXPENDITURES	AMENDED		ESTIMATED	
	ACTUAL 2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES	1,823	2,100	2,100	3,000
CAPITAL OUTLAY	531,804	520,859	520,859	280,000
TRANSFERS OUT	325,000	350,000	350,000	93,817
<b>TOTAL</b>	<b>858,627</b>	<b>872,959</b>	<b>872,959</b>	<b>376,817</b>

REVENUES	AMENDED		ESTIMATED	
	ACTUAL 2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
LICENSES & PERMITS	12,000	10,047	8,375	9,891
CHARGES FOR SERVICES	430,187	411,149	439,046	433,981
INTEREST	18,747	23,579	7,697	6,893
<b>TOTAL</b>	<b>460,934</b>	<b>444,775</b>	<b>455,118</b>	<b>450,765</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	573,341	985,391	693,836	864,897	6/30/2015
6/30/2015	864,897	460,934	858,627	467,204	6/30/2016
6/30/2016	467,204	455,118	872,959	49,363	6/30/2017 - EST
6/30/2017	49,363	450,765	376,817	123,311	6/30/2018 - EST

**FINAL BUDGET 2017-2018**

<b>OTHER SERVICES &amp; CHARGES</b>	
30-49 CREDIT CARD FEES	3,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>3,000</b>

<b>CAPITAL OUTLAY</b>	
40-05 UTILITY PROPERTY	280,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>280,000</b>

<b>TRANSFERS OUT</b>	
80-91 TRANSFERS OUT TO WATER - 191	93,817
<b>TOTAL TRANSFERS OUT</b>	<b>93,817</b>

**TOTAL DEPARTMENT REQUEST 376,817**

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Scada System	170,259
Eng for Titan Tower Upgrade	5,600
Ceiling in Filter Bay	95,000
Engineering for East Side Water	250,000
<b>TOTAL</b>	<b>520,859</b>

**CAPITAL OUTLAY FY 17-18**

Engineering for East Side Water Tower	200,000
Exterior paint for Water Plant Tower	80,000
<b>TOTAL</b>	<b>280,000</b>

**FUND: CONSTRUCTION LOAN PMT (178)**  
**DEPARTMENT: DEBT SERVICE (42)**  
**DEPARTMENT HEAD: GUY HENSON**

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES	2,968	3,000	3,000	4,000
CAPITAL OUTLAY	463,007	2,595,885	2,121,450	950,000
<b>TOTAL</b>	<b>465,975</b>	<b>2,598,885</b>	<b>2,124,450</b>	<b>954,000</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	672,209	681,386	691,724	681,967
INTEREST	44,367	46,749	35,915	31,442
<b>TOTAL</b>	<b>716,576</b>	<b>728,135</b>	<b>727,639</b>	<b>713,409</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
	2,879,313	716,162	1,901,358	1,694,117	6/30/2014
	1,694,117	716,576	465,975	1,944,718	6/30/2015
	1,944,718	727,639	2,124,450	547,907	6/30/2016
	547,907	713,409	954,000	307,316	6/30/2017 - EST
					6/30/2018 - EST

**FINAL BUDGET 2017-2018**

<b>OTHER SERVICES &amp; CHARGES</b>	
30-49 CREDIT CARD FEES	4,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>4,000</b>

<b>CAPITAL OUTLAY</b>	
40-05 UTILITY IMPROVEMENTS	950,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>950,000</b>

<b>TOTAL DEPARTMENT REQUEST</b>	<b>954,000</b>
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**CAPITAL OUTLAY FY 16-17 Estimated Actual**

SE 15 St Widening Relocate	141,245
Eastside Booster Ph 1	550,000
Carl Albert Wtr Twr Mod	387,705
Roofs at Water Plant	134,000
Rehab 2 Wells	100,000
Eastside Dist IMP Ph 4	225,000
Blueridge Water Line Replacement	87,000
SE 29th Loop between Douglas and Post	250,000
Mead Dr Loop between 15th and Post	100,000
Interior Painting of Titan Water Tower	146,500
<b>TOTAL</b>	<b>2,121,450</b>

**CAPITAL OUTLAY FY 17-18**

NE 23rd Water Line Extension	425,000
Northoaks Water Line	75,000
Eastside Booster Station PH 1	450,000
<b>TOTAL</b>	<b>950,000</b>

FUND: SEWER BACKUP (184)  
 DEPARTMENT: SEWER BACKUP CLAIMS (43)  
 DEPARTMENT HEAD: TIM LYON

FINAL BUDGET 2017-2018

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES	1,466	15,500	7,500	15,500
TOTAL	1,466	15,500	7,500	15,500

OTHER SERVICES & CHARGES	
30-02 CLAIMS-COUNCIL APPROVED	15,500
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<u>15,500</u>

**TOTAL DEPARTMENT REQUEST** 15,500

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	2	-	-	-
INTEREST	1,823	1,767	1,469	1,268
TOTAL	1,825	1,767	1,469	1,268

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	78,467	2,214	-	80,681	6/30/2015
6/30/2015	80,681	1,825	1,466	81,040	6/30/2016
6/30/2016	81,040	1,469	7,500	75,009	6/30/2017 - EST
6/30/2017	75,009	1,268	15,500	60,777	6/30/2018 - EST

ORDINANCE APPROVED IN 08-09, THE MINIMUM IS \$50,000.  
 WHEN THE FUND BALANCE FALLS BELOW THE THRESHOLD, THE UTILITY ASSESSMENT IS PLACED BACK ON THE UTILITY BILL.

FUND: SEWER CONSTRUCTION (186)  
DEPARTMENT: SEWER CONSTRUCTION (46)  
DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CAPITAL OUTLAY	1,892,884	227,671	227,671	-
TRANSFERS OUT (250)	1,208,726	1,312,508	1,312,508	1,282,329
<b>TOTAL</b>	<b>3,101,610</b>	<b>1,540,179</b>	<b>1,540,179</b>	<b>1,282,329</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	1,383,217	1,371,890	1,392,386	1,379,580
INTEREST	119,191	107,826	71,117	51,572
INTEREST-TIF LOAN	48,222	3,097	1,104	-
<b>TOTAL</b>	<b>1,550,630</b>	<b>1,482,813</b>	<b>1,464,607</b>	<b>1,431,152</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	12,914,888	3,209,853	11,472,722	4,652,015
6/30/2015	4,652,015	1,550,630	3,101,610	3,101,035
6/30/2016	3,101,035	1,464,607	1,540,179	3,025,463
6/30/2017	3,025,463	1,431,152	1,282,329	3,174,286
				6/30/2015
				6/30/2016
				6/30/2017 - EST
				6/30/2018 - EST
				<i>Sewer Fee</i>
				<u>(1,111,650) Reserve</u>
				<u><b>2,062,636</b></u>

FINAL BUDGET 2017-2018

TRANSFERS OUT	
80-50 TRANSFERS OUT (250 ) for Debt Service	1,282,329
<b>TOTAL TRANSFERS OUT</b>	<u>1,282,329</u>

**TOTAL DEPARTMENT REQUEST** **1,282,329**

ESTIMATED FUND BALANCE RESERVE FROM SEWER FEE	
Fiscal Year 11-12	255,423
Fiscal Year 12-13	290,471
Fiscal Year 13-14	205,781
Fiscal Year 14-15	105,606
Fiscal Year 15-16	174,491
Fiscal Year 16-17 Estimated	79,878
Fiscal Year 17-18 Estimated	97,251
<b>TOTAL</b>	<u>1,111,650</u>

OUTSTANDING PRINCIPAL ON TIF LOAN	
Fiscal Year 13-14	2,202,695
Fiscal Year 14-15	1,181,139
Fiscal Year 15-16	62,340
Fiscal Year 16-17 Estimated	-

CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL	
Engineering Sewer Plant	36,700
Sewer Plant Construction	133,372
Biosolids Comp Facility	45,699
SCADA Software for Plant	10,533
Equipment Composting Facility	1,367
<b>TOTAL</b>	<u>227,671</u>

FUND: UTILITY SERVICES (187)  
DEPARTMENT: CITY CLERK (50) UTILITY SERVICES  
DEPARTMENT HEAD: SARA HANCOCK

FINAL BUDGET 2017-2018

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	556,548	550,281	545,767	569,907
BENEFITS	208,547	226,961	208,543	234,469
MATERIALS & SUPPLIES	26,858	51,364	31,563	38,932
OTHER SERVICES	168,803	170,670	170,608	172,078
CAPITAL OUTLAY	4,906	9,719	9,719	9,090
TRANSFERS OUT	100,789	167,960	167,960	167,960
TOTAL	1,066,451	1,176,955	1,134,160	1,192,436

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	1,036,311	1,028,308	1,039,709	1,031,887
INTEREST	6,419	6,692	5,792	5,727
MISCELLANEOUS	79,530	65,070	88,290	43,380
TRANSFERS IN	-	1,429	1,429	1,053
TOTAL	1,122,260	1,101,499	1,135,220	1,082,047

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	347,410	1,028,214	991,103	384,521
6/30/2015	384,521	1,122,260	1,066,451	440,330
6/30/2016	440,330	1,135,220	1,134,160	441,390
6/30/2017	441,390	1,082,047	1,192,436	331,001

Excludes Transfers Out & Capital Outlay (50,769) 5% Reserve  
280,232

PERSONAL SERVICES	
10-01 SALARIES	529,408
10-02 WAGES	2,000
10-03 OVERTIME	6,000
10-07 ALLOWANCES	2,670
10-10 LONGEVITY	14,060
10-11 SL BUYBACK	2,822
10-12 VL BUYBACK	3,097
10-13 PDO BUYBACK	3,100
10-14 SICK LEAVE INCENTIVE	6,750
<b>TOTAL PERSONAL SERVICES</b>	<b>569,907</b>

BENEFITS	
15-01 SOCIAL SECURITY	43,598
15-02 EMPLOYEES' RETIREMENT	79,507
15-03 GROUP INSURANCE	79,168
15-04 WORKER'S COMP INSURANCE	5,658
15-06 TRAVEL & SCHOOL	8,788
15-07 UNIFORMS	1,779
15-13 LIFE	1,985
15-14 DENTAL	7,707
15-20 OVERHEAD HEALTH CARE COST	4,274
15-97 RETIREE INSURANCE SUBSIDY	1,053
15-98 RETIREE INSURANCE	952
<b>TOTAL BENEFITS</b>	<b>234,469</b>

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	1,411
20-41 SUPPLIES	15,000
20-63 FLEET FUEL	10,127
20-64 FLEET PARTS	5,059
20-65 FLEET LABOR	7,335
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>38,932</b>

(CONTINUED)

**FUND: UTILITY SERVICES (187)**  
**DEPARTMENT: CITY CLERK (50) UTILITY SERVICES**  
**DEPARTMENT HEAD: SARA HANCOCK**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
City Clerk	0.5	0.5
Billing Technician	0.5	0.5
Office Manager - City Clerk	1	1
Utility Service Clk/Trainer	1	1
Utility Service Clerk II	2	2
Utility Service Clerk	4	4
Meter Reader Coordinator	1	1
Meter Reader	2	2
Staff Accountant	0.25	0
<b>TOTAL</b>	<b>12.25</b>	<b>12</b>

PART TIME:	FY 17-18	FY 16-17
Accountant	0	0.18

*Accountant changed to Staff Accountant .25 FY 17-18*  
*Utility Service Clerk, part time position to become a full time position in FY 16-17*  
*New fund created FY08-09 for functions of the Utility Billing and Customer Service.*  
*The funding source is from penalties related to utilities.*  
*Meter Readers were added (previously City Clerk) effective FY 10-11*  
*PBX Receptionist reclassified to Utility Service Clerk FY 13-14*  
*Accountant is in the Finance Department FY 14-15*  
*Temporary Meter Reader(s) eliminated in FY 16-17 due to Automated Meters*

**CONTRACTUAL (30-40) FY 17-18**

Shred Bin	200
BOK Lockbox Fees	8,500
Ads - Employment Testing	1,000
Sunguard	5,300
Billing - Outsource	150,000
<b>TOTAL</b>	<b>165,000</b>

**PERSONNEL POSITIONS SUMMARY:**

2007-08 - 7  
 2008-09 - 8.5  
 2009-10 - 8.5  
 2010-11 - 13.5  
 2011-12 - 14.5  
 2012-13 - 14.5  
 2013-14 - 14.5  
 2014-15 - 14  
 2015-16 - 11.5  
 2016-17 - 12  
 2017-18 - 12.25

**OTHER SERVICES & CHARGES**

30-40 CONTRACTUAL	165,000
30-43 HARDWARE/SOFTWARE MAINTENANCE	2,700
30-49 CREDIT CARD FEES	2,487
30-72 MEMBERSHIPS/SUBSCRIPTIONS	303
30-85 INSURANCE/FIRE, THEFT, LIAB	1,588
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>172,078</b>

**CAPITAL OUTLAY**

40-02 EQUIPMENT	9,090
<b>TOTAL CAPITAL OUTLAY</b>	<b>9,090</b>

**TRANSFERS OUT**

80-89 UTILITY CAPITAL OUTLAY (189) (AMRS)	167,960
<b>TOTAL TRANSFERS OUT</b>	<b>167,960</b>

**TOTAL DEPARTMENT REQUEST**

**1,192,436**

**CAPITAL OUTLAY FY 17-18**

Three (3) Global Malaga High Back Chairs	1,650
Plantonics CS540 (Mono Wireless Headset)	320
Four (4) Motorola Handheld Radios	6,400
Replace (8) Advantage Church Chairs in Lobby	720
<b>TOTAL</b>	<b>9,090</b>

**CAPITAL OUTLAY FY 16-17 Estimated Actual**

Two (2) Global Malaga High Back Chairs	926
One (1) Canon DR-3010C Duplex Sheet Scanner	900
One (1) HP Laserjet P2055 Printer	150
One (1) HP Laserjet P4015X Printer	2,500
Chair	550
Carpeting	1,936
Copier/Printer	350
Computers	1,557
Scanners	850
<b>TOTAL</b>	<b>9,719</b>

**FUND: CAPITAL SEWER (188) (STROTHMANN FUND)**  
**DEPARTMENT: SEWER IMPROVEMENTS**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES	1,508	151,500	114,500	52,300
CAPITAL OUTLAY	272,417	248,342	185,607	210,000
TRANSFER OUT	265,000	140,000	140,000	50,000
<b>TOTAL</b>	<b>538,925</b>	<b>539,842</b>	<b>440,107</b>	<b>312,300</b>

REVENUES	ACTUAL	AMENDED	ESTIMATED	
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
LICENSES & PERMITS	10,950	7,642	6,325	8,283
CHARGES FOR SERVICES	399,276	388,823	390,214	394,325
INTEREST	5,478	8,412	1,854	3,813
<b>TOTAL</b>	<b>415,704</b>	<b>404,877</b>	<b>398,393</b>	<b>406,421</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	390,164	407,795	631,764	166,194
6/30/2015	166,194	415,704	538,925	42,973
6/30/2016	42,973	398,393	440,107	1,259
6/30/2017	1,259	406,421	312,300	95,380

**FINAL BUDGET 2017-2018**

<b>OTHER SERVICE &amp; CHARGE</b>	
30-40 CONTRACTUAL	50,000
30-49 CREDIT CARD FEES	2,300
<b>TOTAL OTHER SERVICE &amp; CHARGE</b>	<b>52,300</b>

<b>CAPITAL OUTLAY</b>	
40-02 EQUIPMENT	210,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>210,000</b>

<b>TRANSFERS OUT</b>	
80-92 TRANSFER OUT TO WASTEWATER - 192	50,000
<b>TOTAL TRANSFERS OUT</b>	<b>50,000</b>

**TOTAL DEPARTMENT REQUEST 312,300**

<b>CAPITAL OUTLAY FY 16-17 Estimated Actual</b>	
Replace Roof on Chlorine Building	32,000
Replace Roof on Sulfur Dioxide Building	26,000
Sixteen (16) Security Cameras w/Inst Equip	25,000
Projects to be approved by Council	47,665
SE 15th & Sooner Development	11,215
SE 15th Sewer Relocation	43,727
<b>TOTAL</b>	<b>185,607</b>

<b>CAPITAL OUTLAY FY 17-18</b>	
Two (2) Submersible Stormholding Pumps	200,000
Security Cameras w/Inst Equip	10,000
<b>TOTAL</b>	<b>210,000</b>

<b>CONTRACTUAL (30-40) FY 17-18</b>	
Chemical Pipe Root Control	50,000
	50,000

**FUND: UTILITIES CAPITAL OUTLAY (189)**  
**DEPARTMENT: CAPITAL OUTLAY**  
**DEPARTMENT HEAD: GUY HENSON**

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES AND CHARGE	4,303	-	-	250,000
CAPITAL OUTLAY	554,733	4,621,888	1,126,530	-
DEBT SERVICE	97,976	588,218	167,960	167,960
<b>TOTAL</b>	<b>657,011</b>	<b>5,210,106</b>	<b>1,294,490</b>	<b>417,960</b>

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
INTEREST	16,068	21,909	24,667	20,754
MISCELLANEOUS	71,639	-	-	-
TRANSFER IN	2,273,664	797,662	797,662	624,960
LOAN PROCEEDS	-	3,500,000	-	-
<b>TOTAL</b>	<b>2,361,370</b>	<b>4,319,571</b>	<b>822,329</b>	<b>645,714</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	3,049,976	1,087,822	4,266,820	(129,021) 6/30/2015
6/30/2015	(129,021)	2,361,370	657,011	1,575,338 6/30/2016
6/30/2016	1,575,338	822,329	1,294,490	1,103,177 6/30/2017 - EST
6/30/2017	1,103,177	645,714	417,960	1,330,931 6/30/2018 - EST

**TRANSFERS IN DETAIL**

Sanitation (190) Transfer Station	457,000
Utility Services (187) Debt Service AMRS	167,960
<b>TOTAL</b>	<b>624,960</b>

**FINAL BUDGET 2017-2018**

<b>SANITATION (41)</b>	
<b>OTHER SERVICES AND CHARGES</b>	
30-44 ADMIN PROFESSIONAL SERVICES Transfer Station	250,000
<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>250,000</b>

<b>TOTAL DEPARTMENT REQUEST</b>	<b>250,000</b>
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**UTILITY SERVICES (50)**

<b>DEBT SERVICE</b>	
70-01 PRINCIPAL PAYMENT (AMRS)	124,687
71-01 INTEREST (AMRS)	43,273
<b>TOTAL DEBT SERVICE</b>	<b>167,960</b>

<b>TOTAL DEPARTMENT REQUEST</b>	<b>167,960</b>
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<b>TOTAL FUND REQUEST</b>	<b>417,960</b>
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**CAPITAL OUTLAY FY 16-17 Estimated Actual**

CNG Fueling Station	563,242
Auto Meter Reading System	563,288
<b>TOTAL</b>	<b>1,126,530</b>

(CONTINUED)



**FUND: UTILITIES CAPITAL OUTLAY (189)**  
**DEPARTMENT: CAPITAL OUTLAY**  
**DEPARTMENT HEAD: GUY HENSON**  
**PAGE TWO**

FUND BALANCE ACTUAL AT 6-30-16				
DIVISION/DEPT	6/30/15 FUND REVENUES & EST. BALANCE	6/30/16 FUND TRANSFERS	6/30/16 FUND EXPENSES	6/30/16 FUND BALANCE
GENERAL GOVT - CNG	-	354,100	-	354,100
EXECUTIME	-	32,437	32,437	-
SANITATION - TRANS STATION	-	390,354	-	390,354
UTILITY SERVICES - AMRS	(129,021)	1,486,503	526,598	830,884
DEBT SERVICE	-	97,976	97,976	-
	(129,021)	2,361,370	657,011	1,575,338

FUND BALANCE ESTIMATED ACTUAL AT 6-30-17				
DIVISION/DEPT	6/30/16 FUND REVENUES & EST. BALANCE	6/30/17 FUND TRANSFERS	6/30/17 FUND EXPENSES	6/30/17 FUND BALANCE
GENERAL GOVT - CNG	354,100	209,444	563,242	302
INTEREST	-	24,667	-	24,667
SANITATION - TRANS STATION	390,354	420,258	-	810,612
UTILITY SERVICES - AMRS	830,884	-	563,288	267,596
DEBT SERVICE	-	167,960	167,960	-
	1,575,338	822,329	1,294,490	1,103,177

FUND BALANCE ESTIMATED ACTUAL AT 6-30-18				
DIVISION/DEPT	6/30/17 FUND REVENUES & EST. BALANCE	6/30/18 FUND TRANSFERS	6/30/18 FUND EXPENSES	6/30/18 FUND BALANCE
GENERAL GOVT - CNG	302	-	-	302
INTEREST	24,667	20,754	-	45,421
SANITATION - TRANS STATION	810,612	457,000	250,000	1,017,612
UTILITY SERVICES - AMRS	267,596	-	-	267,596
DEBT SERVICE	-	167,960	167,960	-
	1,103,177	645,714	417,960	1,330,931

**NOTE: AMRS** funding required a loan in the amount of \$1,398,797 to be paid off in 10 years at an interest rate of 3.75%.

Total appropriations for the automated meter reading system is \$5,348,350.

Funding for the loan repayment comes from Fund 187, Utility Services for FY 17-18 & Water will participate when funding is available for debt service.

**NOTE:** TRANSFER STATION funding is being set aside from a rate increase to Sanitation. To date, transfers from Fund 190 total \$810,612 (\$390,354 - FY 15-16 and \$420,258 - FY 16-17). \$457,000 has been budgeted to be transferred in from Fund 190 for FY 17-18. It is anticipated that the total cost of the transfer station will be \$3,500,000, and a loan will be required for a portion of the cost with the loan payment being funded by the yearly transfers from Fund 190.

FUND: ENTERPRISE - SANITATION (190)  
DEPARTMENT: SANITATION (41)  
DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	797,316	807,365	774,964	836,824
BENEFITS	374,232	408,181	383,247	399,736
MATERIALS & SUPPLIES	765,487	755,283	712,720	849,207
OTHER SERVICES	2,007,736	2,086,993	2,085,274	2,195,820
CAPITAL OUTLAY	412,592	1,675,396	1,675,396	491,000
TRANSFERS OUT	1,511,820	1,184,194	1,184,194	1,370,936
<b>TOTAL</b>	<b>5,869,183</b>	<b>6,917,412</b>	<b>6,815,795</b>	<b>6,143,523</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
ASSET RETIREMENT	58	-	-	-
CHARGES FOR SERVICES	5,708,241	5,841,717	5,867,156	5,906,024
INTEREST	47,403	46,386	38,073	38,455
MISCELLANEOUS	18,135	29,330	17,549	22,114
TRANSFERS IN	-	2,859	2,859	3,782
<b>TOTAL</b>	<b>5,773,836</b>	<b>5,920,292</b>	<b>5,925,637</b>	<b>5,970,375</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	1,235,045	5,392,356	4,461,060	2,166,341
6/30/2015	2,166,341	5,773,836	5,869,183	2,070,994
6/30/2016	2,070,994	5,925,637	6,815,795	1,180,836
6/30/2017	1,180,836	5,970,375	6,143,523	1,007,689

Excludes Capital Outlay & Transfers Out (214,079) 5% Reserve  
**793,610**

FINAL BUDGET 2017-2018

PERSONAL SERVICES

10-01 SALARIES	726,197
10-02 WAGES	4,320
10-03 OVERTIME	68,848
10-07 ALLOWANCES	3,520
10-10 LONGEVITY	22,312
10-11 SL BUYBACK	1,697
10-12 VL BUYBACK	1,921
10-13 PDO BUYBACK	1,209
10-14 SICK LEAVE INCENTIVE	6,800
<b>TOTAL PERSONAL SERVICES</b>	<b>836,824</b>

BENEFITS

15-01 SOCIAL SECURITY	64,017
15-02 EMPLOYEES' RETIREMENT	116,551
15-03 GROUP INSURANCE	158,378
15-04 WORKERS COMP INSURANCE	15,609
15-06 TRAVEL & SCHOOL	6,262
15-07 UNIFORMS	6,655
15-13 LIFE	2,673
15-14 DENTAL	17,128
15-20 OVERHEAD HEALTH CARE COST	5,264
15-97 RETIREE INSURANCE SUBSIDY	3,782
15-98 RETIREE INSURANCE	3,417
<b>TOTAL BENEFITS</b>	<b>399,736</b>

MATERIALS & SUPPLIES

20-34 MAINTENANCE OF EQUIPMENT	11,300
20-41 SUPPLIES	36,500
20-49 CHEMICALS	5,500
20-63 FLEET FUEL	225,501
20-64 FLEET PARTS	373,986
20-65 FLEET LABOR	196,420
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>849,207</b>

(CONTINUED)

**FUND: ENTERPRISE - SANITATION (190)**  
**DEPARTMENT: SANITATION (41)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
Sanitation Manager	0.5	0.0
Residential Route Coord.	1	1
Commercial Route Coord.	1	1
Route Serviceperson	8	8
Laborer	1	1
Equipment Operator II	5	5
<b>TOTAL</b>	<b>16.5</b>	<b>16.0</b>

2017-2018: Add Sanitation & Stormwater Mgr 50%  
 2015-2016: Sanitation & Stormwater Mgr 100% to Fund 061

**PERSONNEL  
 POSITIONS  
 SUMMARY:**

2005-06 - 21  
 2006-07 - 21  
 2007-08 - 21  
 2008-09 - 19  
 2009-10 - 19  
 2010-11 - 17  
 2011-12 - 17  
 2012-13 - 17  
 2013-14 - 16  
 2014-15 - 16  
 2015-16 - 16  
 2016-17 - 16  
 2017-18 - 16.5

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

One (1) Automated Side Loading Truck w/CNG	335,000
One (1) Half Ton Extended or Crew Cab Pick Up	32,000
70 - 6 Yard Dumpsters	68,600
75 - 8 Yard Dumpsters	78,984
45 - 4 Yard Dumpsters	30,510
493 - 95 Gal Poly Carts	24,171
200 - Sharp Containers	11,348
One (1) Front Loader Truck W/CNG	340,000
Repair and Rebuild roughly 150 Dumpsters	70,000
AVL Interface for all Trucks	9,500
HD (High Definition) Video Camera	2,000
Remodel Break Areas, Bathroom, Locker Room	15,000
ESRI GeoEvent Processor	3,000
One (1) Grapple Truck w/CNG	154,210
One (1) PUP Truck w/CNG	155,000
One (1) Computer Replacement	1,200
One (1) Automated Side Loading Truck	333,289
AVL for all Trucks	11,584
<b>TOTAL</b>	<b>1,675,396</b>

**OTHER SERVICES & CHARGES**

30-01 UTILITIES & COMMUNICATIONS	6,500
30-21 SURPLUS PROPERTY	8,250
30-22 PWA REMBURSEMENT	244,375
30-23 UPKEEP REAL PROPERTY	7,000
30-40 CONTRACTUAL	1,711,038
30-41 CONTRACT LABOR	140,000
30-49 CREDIT CARD FEES	25,000
30-72 MEMBERSHIPS & SUBSCRIPTIONS	600
30-85 INSURANCE/FIRE, THEFT, LIAB	49,738
30-86 AUDIT	3,319
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>2,195,820</b>

**CAPITAL OUTLAY**

40-01 VEHICLES	340,000
40-02 EQUIPMENT	148,000
40-50 SOFTWARE	3,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>491,000</b>

**TRANSFER TO OTHER FUNDS**

80-33 GENERAL FUND	913,936
80-89 UTILITY CAPITAL OUTLAY (189) Transfer Station	457,000
<b>TOTAL TRANSFER TO OTHER FUNDS</b>	<b>1,370,936</b>

**TOTAL DEPARTMENT REQUEST**

**6,143,523**

**CAPITAL OUTLAY FY 17-18**

Automated Side Loading Trash Truck w/CNG	340,000
250 - 95 Gal Poly Carts (@ \$51.60/each)	12,900
Commercial Dumpster Rebuild & Repair (1/3 of Inventory)	133,100
One (1) HD Security Camera with 270 degree view	2,000
ESRI GeoEvent Processor	3,000
<b>TOTAL</b>	<b>491,000</b>

**CONTRACTUAL (30-40) FY 17-18**

Allied Waste (Compactors & Roll-Offs)	253,240
Republic Services (Recycling)	682,526
Southeast Landfill Tipping Fees	573,928
East Oak Landfill Tipping Fees	184,050
AVL Communication Fee	7,130
Unifirst (Mats & Rags)	2,164
Dataprose	8,000
<b>TOTAL</b>	<b>1,711,038</b>

FUND: ENTERPRISE - WATER (191)  
DEPARTMENT: UTILITIES - WATER (42)  
DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	1,620,972	1,620,885	1,518,248	1,617,460
BENEFITS	676,866	672,721	618,781	705,868
MATERIALS & SUPPLIES	800,196	1,001,072	837,950	961,244
OTHER SERVICES	1,567,819	1,585,377	1,567,646	1,772,060
CAPITAL OUTLAY	85,891	165,702	165,702	209,200
TRANSFER OUT	816,060	848,459	852,720	898,460
DEBT SERVICE	223,778	222,016	222,016	-
<b>TOTAL</b>	<b>5,791,582</b>	<b>6,116,232</b>	<b>5,783,063</b>	<b>6,164,292</b>

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	5,251,424	5,826,652	5,814,587	6,009,245
INTEREST	7,567	2,797	10,436	11,240
MISCELLANEOUS	5,612	-	2,205	
TRANSFERS IN	356,249	383,114	378,092	124,467
<b>TOTAL</b>	<b>5,620,853</b>	<b>6,212,563</b>	<b>6,205,320</b>	<b>6,144,952</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	1,284,593	5,095,609	5,650,139	730,063
6/30/2015	730,063	5,620,853	5,791,582	559,334
6/30/2016	559,334	6,205,320	5,783,063	981,591
6/30/2017	981,591	6,144,952	6,164,292	962,250
				(252,832) 5% Reserve
				<b>709,419</b>

Excludes Capital Outlay & Transfers Out

FINAL BUDGET 2017-2018

PERSONAL SERVICES (4210 - WATER)	
10-01 SALARIES	896,428
10-03 OVERTIME	11,500
10-07 ALLOWANCES	3,264
10-10 LONGEVITY	29,641
10-11 SL BUYBACK	11,159
10-12 VL BUYBACK	3,190
10-13 PDO BUYBACK	5,556
10-14 SICK LEAVE INCENTIVE	13,550
10-27 SHIFT DIFFERENTIAL	8,000
<b>TOTAL PERSONAL SERVICES - WATER</b>	<b>982,288</b>

PERSONAL SERVICES (4220 - LINE MAINTENANCE CREW)	
10-01 SALARIES	600,589
10-03 OVERTIME	3,500
10-07 ALLOWANCES	2,960
10-10 LONGEVITY	12,185
10-11 SL BUYBACK	4,141
10-12 VL BUYBACK	1,050
10-13 PDO BUYBACK	597
10-14 SICK LEAVE INCENTIVE	3,650
10-19 ON CALL	6,500
<b>TOTAL PERSONAL SERVICES - LINE MAINTENANCE CREW</b>	<b>635,172</b>

**TOTAL PERSONAL SERVICES 1,617,460**

BENEFITS (4210 - WATER)	
15-01 SOCIAL SECURITY	75,145
15-02 EMPLOYEE'S RETIREMENT	137,520
15-03 GROUP INSURANCE	153,070
15-04 WORKERS COMP INSURANCE	52,571
15-06 TRAVEL & SCHOOL	1,500
15-07 UNIFORMS	8,310
15-13 LIFE	2,942
15-14 DENTAL	15,653
15-20 OVERHEAD HEALTH CARE COST	5,974
15-97 RETIREE INSURANCE SUBSIDY	8,429
15-98 RETIREE INSURANCE	7,616
<b>TOTAL BENEFITS - WATER</b>	<b>468,730</b>

(CONTINUED)

**FUND: ENTERPRISE - WATER (191)**  
**DEPARTMENT: UTILITIES - WATER (42)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
Inv. Con. Technician	0.5	0.5
Supply Supervisor	0.5	0.5
Water Supervisor	0	1
Lab Technician II	1	1
Maint. Supervisor II	1	1
Maint Technician	2	2
Chief Operator	1	1
Operator IV	2	2
Operator V	1	1
Operator	9	9
Crew Leader	6	6
Laborer	6.5	4
Line Maintenance Supervisor	0.5	1
GIS Coordinator	0.16	0.16
Project Foreman	1	0
<b>TOTAL</b>	<b>32.16</b>	<b>30.16</b>

PERSONNEL  
POSITIONS  
SUMMARY:

2006-07 - 34  
2007-08 - 34.16  
2008-09 - 34.16  
2009-10 - 33.16  
2010-11 - 34.16  
2011-12 - 34.16  
2012-13 - 34.16  
2013-14 - 34.16  
2014-15 - 33.16  
2015-16 - 32.16  
2016-17 - 30.16  
2017-18 - 32.16

**RATE INCREASES FY 10-11**

Increase base rate by \$.50
Increase \$.50 per 1,000 on consumption above base rate
20% Increase in Revenue Over FY 09-10

**RATE INCREASES FY 16-17**

Increase base rate by \$1.50 for Residential & Commercial Customers (Estimated customers 20,273 x 12 Months = \$364,914)
Increase \$.10 per 1,000 on consumption above base rate (Estimated to be \$128,863)

**BENEFITS (4220 - LINE MAINTENANCE CREW)**

15-01 SOCIAL SECURITY	48,591
15-02 EMPLOYEE'S RETIREMENT	88,924
15-03 GROUP INSURANCE	76,529
15-06 TRAVEL & SCHOOL	4,500
15-07 UNIFORMS	6,840
15-13 LIFE	1,944
15-14 DENTAL	7,178
15-20 OVERHEAD HEALTH CARE COST	2,632
<b>TOTAL BENEFITS - LINE MAINTENANCE CREW</b>	<b>237,138</b>

**TOTAL BENEFITS**

705,868

**MATERIALS & SUPPLIES (4210 - WATER)**

20-34 MAINTENANCE OF EQUIPMENT	40,000
20-41 SUPPLIES	15,000
20-45 FUEL & LUBRICANTS	1,000
20-49 CHEMICALS	656,716
20-63 FLEET FUEL	49,114
20-64 FLEET PARTS	50,626
20-65 FLEET LABOR	28,788
<b>TOTAL MATERIALS &amp; SUPPLIES - WATER</b>	<b>841,244</b>

**MATERIALS & SUPPLIES (4220 - LINE MAINTENANCE CREW)**

20-34 MAINTENANCE OF EQUIPMENT	3,000
20-41 SUPPLIES	117,000
<b>TOTAL MATERIALS &amp; SUPPLIES - LINE MAINTENANCE CREW</b>	<b>120,000</b>

**TOTAL MATERIALS & SUPPLIES**

961,244

(CONTINUED)

**FUND: ENTERPRISE - WATER (191)**  
**DEPARTMENT: UTILITIES - WATER (42)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
**PAGE THREE**

**CAPITAL OUTLAY FY 17-18 (4210 - WATER)**

Refurbish Vertical Turbine Pump #5	30,000
Refurbish Vertical Turbine Pump #4	30,000
One (1) 60 HP Submersible Pump, Motor, and Cable	14,000
CFM15 Air Wash Blower	8,500
Hach Surface Scatter Turbidity Meter 7SC or Equivalent	6,000
One (1) 7.5 HP Submersible Residual Pump	17,500
Two (2) Desktop Computers	2,000
<b>TOTAL</b>	<b>108,000</b>

**CAPITAL OUTLAY FY 17-18 (4220 - LINE MAINTENANCE CREW)**

Husqvarna K970 Ringsaw	4,200
(17) Fire Hydrants for Distribution System (\$1,700 each)	30,000
Water Meters and Hardware (Size and Qty TBD)	65,000
Two (2) Ipad Field Devices with Data Plans	2,000
<b>TOTAL</b>	<b>101,200</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Flouride Meter for Water Laboratory	3,000
Hach Surface Scatter Turbidity Meter 7SC or equiv.	6,500
(17) Fire Hydrants for Distribution System (\$1,675 each)	50,000
Water Meters	800
Meter Hardware	73,880
Computers	4,000
One (1) Submersible Sludge Pump	25,900
Document Imaging System	1,622
<b>TOTAL</b>	<b>165,702</b>

**CONTRACTUAL (30-40) FY 17-18 (4210 - WATER)**

Analytical Services & Recalibration	2,000
HACO Water Works 100,000 Tower Cathodic Protection	1,200
Testing & Annual Fees	40,000
COMCD (Operations & Maintenance)	1,115,477
Consumer Confidence Report	1,000
OWRB (Annual Groundwater Right Admin Fee)	500
Required EPA Testing	20,000
<b>TOTAL</b>	<b>1,180,177</b>

**CONTRACTUAL (30-40) FY 17-18 (4220 - LINE MAINTENANCE CREW)**

Verizon Data Plan for I-Pads	2,500
<b>TOTAL</b>	<b>2,500</b>

**OTHER SERVICES & CHARGES (4210 - WATER)**

30-01 UTILITIES & COMMUNICATIONS	221,800
30-21 SURPLUS PROPERTY	1,134
30-22 PWA REIMBURSEMENT	234,859
30-23 UPKEEP REAL PROPERTY	2,500
30-40 CONTRACTUAL	1,180,177
30-43 HARDWARE/SOFTWARE MAINT	450
30-49 CREDIT CARD FEES	12,500
30-54 VEHICLE ACCIDENT INSURANCE	500
30-72 MEMBERSHIPS & SUBSCRIPTIONS	1,300
30-85 INSURANCE	91,952
30-86 AUDIT	2,225
<b>TOTAL OTHER SERVICES &amp; CHARGES - WATER</b>	<b>1,749,397</b>

**OTHER SERVICES & CHARGES (4220 - LINE MAINTENANCE CREW)**

30-23 UPKEEP REAL PROPERTY	2,500
30-40 CONTRACTUAL	2,500
30-43 HARDWARE/SOFTWARE MAINT	900
30-49 CREDIT CARD FEES	12,500
30-54 VEHICLE ACCIDENT INSURANCE	500
30-72 MEMBERSHIPS & SUBSCRIPTIONS	1,550
30-86 AUDIT	2,213
<b>TOTAL OTHER SERVICES &amp; CHARGES - LINE MAINTENANCE CREW</b>	<b>22,663</b>

**TOTAL OTHER SERVICES & CHARGES**

1,772,060

**CAPITAL OUTLAY (4210 - WATER)**

40-02 EQUIPMENT	106,000
40-49 COMPUTERS HARDWARE	2,000
<b>TOTAL CAPITAL OUTLAY - WATER</b>	<b>108,000</b>

**CAPITAL OUTLAY (4220 - LINE MAINTENANCE CREW)**

40-02 EQUIPMENT	4,200
40-05 UTILITY PROPERTY	95,000
40-49 COMPUTERS HARDWARE	2,000
<b>TOTAL CAPITAL OUTLAY - LINE MAINTENANCE CREW</b>	<b>101,200</b>

**TOTAL CAPITAL OUTLAY**

209,200

**TRANSFER OUT**

80-13 STREET & ALLEY	50,000
80-33 GENERAL FUND	848,460
<b>TOTAL TRANSFERS OUT</b>	<b>898,460</b>

**TOTAL DEPARTMENT REQUEST**

**6,164,292**

FUND: SEWER (192)  
DEPARTMENT: UTILITIES - WASTEWATER (43)  
DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	1,925,735	2,113,903	1,965,780	2,153,996
BENEFITS	838,028	947,876	818,841	934,741
MATERIALS & SUPPLIES	461,082	594,973	467,017	539,803
OTHER SERVICES	1,109,218	1,245,592	1,174,584	1,194,918
CAPITAL OUTLAY	146,299	91,511	91,511	116,900
TRANSFERS OUT	781,639	772,099	772,099	922,099
<b>TOTAL</b>	<b>5,262,001</b>	<b>5,765,954</b>	<b>5,289,832</b>	<b>5,862,457</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	5,273,206	5,381,878	5,344,246	5,457,739
INTEREST	18,908	17,152	18,144	18,122
MISCELLANEOUS	98	1,500	127	-
ASSET RETIREMENT	42	-	-	-
TRANSFERS	128,800	9,576	9,576	57,154
<b>TOTAL</b>	<b>5,421,054</b>	<b>5,410,106</b>	<b>5,372,093</b>	<b>5,533,015</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	508,822	5,498,092	5,035,006	971,908
6/30/2015	971,908	5,421,054	5,262,001	1,130,961
6/30/2016	1,130,961	5,372,093	5,289,832	1,213,222
6/30/2017	1,213,222	5,533,015	5,862,457	883,780

Excludes Capital Outlay & Transfers Out  
(241,173) 5% Reserve  
642,607

FINAL BUDGET 2017-2018

PERSONAL SERVICES (4310 - SEWER)	
10-01 SALARIES	1,351,884
10-03 OVERTIME	8,000
10-07 ALLOWANCES	4,568
10-10 LONGEVITY	38,786
10-11 SL BUYBACK	5,246
10-12 VACATION BUYBACK	3,868
10-13 PDO BUYBACK	4,812
10-14 SL INCENTIVE	10,750
10-18 SEPARATION PAY	2,500
10-19 ON CALL	6,500
10-27 SHIFT DIFFERENTIAL	4,000
<b>TOTAL PERSONAL SERVICES - SEWER</b>	<b>1,440,914</b>

PERSONAL SERVICES (4320 - LINE MAINTENANCE CREW)	
10-01 SALARIES	675,683
10-03 OVERTIME	14,500
10-07 ALLOWANCES	3,600
10-10 LONGEVITY	9,877
10-11 SL BUYBACK	858
10-12 VACATION BUYBACK	428
10-13 PDO BUYBACK	286
10-14 SL INCENTIVE	1,350
10-19 ON CALL	6,500
<b>TOTAL PERSONAL SERVICES - LINE MAINTENANCE CREW</b>	<b>713,082</b>

**TOTAL PERSONAL SERVICES** 2,153,996

BENEFITS (4310 - SEWER)	
15-01 SOCIAL SECURITY	110,230
15-02 EMPLOYEES' RETIREMENT	201,728
15-03 GROUP INSURANCE	218,406
15-04 WORKERS COMP INSURANCE	61,802
15-06 TRAVEL & SCHOOL	4,500
15-07 UNIFORMS	9,500
15-13 LIFE	4,457
15-14 DENTAL	22,042
15-20 OVERHEAD HEALTH CARE COST	8,609
15-97 RETIREE INSURANCE SUBSIDY	7,154
15-98 RETIREE INSURANCE	6,465
<b>TOTAL BENEFITS - SEWER</b>	<b>654,893</b>

(CONTINUED)

**FUND: SEWER (192)**  
**DEPARTMENT: UTILITIES - WASTEWATER (43)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
Inventory Control Tech	0.5	0.5
Supply Supervisor	0.5	0.5
Wastewater Supervisor	0	1
Industrial Waste Monitor	1	1
Lab Supervisor	1	1
Sludge Supervisor	1	1
Heavy Equip. Operator II	3	3
Lab Technician	1.34	1.34
Maint. Supervisor II	1	1
Chief Operator	1	1
Operator V	1	1
Operator IV	3	3
Operator	7	7
Maint. Technician	5	5
Line Maintenance Supervisor	0.5	0
Collection Foreman	0	1
Operations Foreman	1	0
Crew Leader	5	5
Laborer	9.5	9
GIS Coordinator	0.17	0.17
Environmental Chemist	2	2
<b>TOTAL</b>	<b>44.51</b>	<b>44.51</b>

.17% GIS Coordinator from 010-05 Comm Development Eff. FY 07-08

**FY 15-16 RATE INCREASE**

.50 TO THE BASE RATE - Apartments, Residential, Mobile Homes and Outside Residential - Customer Count 24,018	12,009
\$2.00 TO THE BASE RATE - Commercial - Customer Count 961	1,922
Monthly Increase Anticipated	13,931
12 Months of Collection	167,172

PERSONNEL  
 POSITIONS  
 SUMMARY:  
 2006-07 - 52  
 2007-08 - 52.17  
 2008-09 - 52.17  
 2009-10 - 52.17  
 2010-11 - 52.17  
 2011-12 - 49.17  
 2012-13 - 48.17  
 2013-14 - 46.17  
 2014-15 - 44.51  
 2015-16 - 44.51  
 2016-17 - 44.51  
 2017-18 - 44.51

**BENEFITS (4320 - LINE MAINTENANCE CREW)**

15-01 SOCIAL SECURITY	54,551
15-02 EMPLOYEES' RETIREMENT	99,831
15-03 GROUP INSURANCE	99,203
15-06 TRAVEL & SCHOOL	4,500
15-07 UNIFORMS	6,800
15-13 LIFE	2,754
15-14 DENTAL	8,590
15-20 OVERHEAD HEALTH CARE COST	3,619
<b>TOTAL BENEFITS - LINE MAINTENANCE CREW</b>	<b>279,848</b>

**TOTAL BENEFITS**

934,741

**MATERIALS & SUPPLIES (4310 - SEWER)**

20-34 MAINTENANCE OF EQUIPMENT	80,000
20-41 SUPPLIES	55,000
20-45 FUEL & LUBRICANTS	7,000
20-49 CHEMICALS	89,296
20-63 FLEET FUEL	89,237
20-64 FLEET PARTS	104,518
20-65 FLEET LABOR	69,752
<b>TOTAL MATERIALS &amp; SUPPLIES - SEWER</b>	<b>494,803</b>

**MATERIALS & SUPPLIES (4320 - LINE MAINTENANCE CREW)**

20-34 MAINTENANCE OF EQUIPMENT	5,000
20-41 SUPPLIES	40,000
<b>TOTAL MATERIALS &amp; SUPPLIES - LINE MAINTENANCE CREW</b>	<b>45,000</b>

**TOTAL MATERIALS & SUPPLIES**

539,803

(CONTINUED)



**FUND: SEWER (192)**  
**DEPARTMENT: UTILITIES - WASTEWATER (43)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
**PAGE THREE**

**CAPITAL OUTLAY FY 17-18 (4310 - SEWER)**

Maintenance Truck Crane	17,500
Boiler Rebuild	17,000
Golf Cart	3,500
Portable DO Meter	2,200
Power Washer	700
Printer/Copier/Fax Machine	600
Backpack Blower	400
<b>TOTAL</b>	<b>41,900</b>

**CAPITAL OUTLAY FY 17-18 (4320 - LINE MAINTENANCE CREW)**

Trailer Flusher	70,000
Tap Cutter	2,000
(2) I-Pads	3,000
<b>TOTAL</b>	<b>75,000</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

One (1) Half Ton Pickup w/ light bar and tool box	27,500
Lab Dishwasher and Accessories	14,200
PH/ISE Meter	4,000
One (1) Ice Machine 600lb per day capacity	1,500
Sewer Pneumatic Plugs	3,880
Tandem Utility Trailer with 3500lb axles	2,500
One (1) 68' Angle Broom Attachment for Bobcat	4,100
One (1) Electric Golf Cart w/ Utility Bed/Windshield	3,000
Two (2) Raco Alarm Agent's w/ Annual Service	7,500
Two (2) Desktop Computers	2,000
Document Imaging System	5,045
Ebara Submersible Pump	8,079
12 Alarm Agent Dig. WRTU	3,604
Safety Equipment	2,145
Three (3) Hydro Root Saws	2,458
<b>TOTAL</b>	<b>91,511</b>

**CONTRACTUAL (30-40) FY 17-18 (4310 - SEWER)**

Lab Analysis for Compost & WRRF	15,000
<b>Discharge Permit</b>	<b>16,000</b>
<b>Air Quality Permit</b>	<b>1,500</b>
Lab Calibration of Equipment	2,000
Fire Alarm Inspection	2,000
Annual Hoist Inspection	4,500
Stormwater Permit with ODEQ	1,500
Verizon Data Plan for I-Pads	2,500
<b>TOTAL</b>	<b>45,000</b>

**OTHER SERVICES & CHARGES (4310 - SEWER)**

30-01 UTILITIES & COMMUNICATIONS	600,000
30-21 SURPLUS PROPERTY	3,575
30-22 PWA REIMBURSEMENT	227,229
30-23 UPKEEP REAL PROPERTY	10,000
30-40 CONTRACTUAL	45,000
30-43 HARDWARE/SOFTWARE MAINTENANCE	3,500
30-49 CREDIT CARD FEES	25,000
30-72 MEMBERSHIPS & SUBSCRIPTIONS	1,500
30-85 INSURANCE/FIRE, THEFT, LIAB	200,323
30-86 AUDIT	5,531
<b>TOTAL OTHER SERVICES &amp; CHARGES - SEWER</b>	<b>1,121,658</b>

**OTHER SERVICES & CHARGES (4320 - LINE MAINTENANCE CREW)**

30-23 UPKEEP REAL PROPERTY	10,000
30-40 CONTRACTUAL	60,400
30-72 MEMBERSHIPS & SUBSCRIPTIONS	2,860
<b>TOTAL OTHER SERVICES &amp; CHARGES - LINE MAINTENANCE CREW</b>	<b>73,260</b>

**TOTAL OTHER SERVICES & CHARGES**

**1,194,918**

**CAPITAL OUTLAY (4310 - SEWER)**

40-02 EQUIPMENT	41,900
<b>TOTAL CAPITAL OUTLAY - SEWER</b>	<b>41,900</b>

**CAPITAL OUTLAY (4320 - LINE MAINTENANCE CREW)**

40-02 EQUIPMENT	72,000
40-49 COMPUTERS	3,000
<b>TOTAL CAPITAL OUTLAY - LINE MAINTENANCE CREW</b>	<b>75,000</b>

**TOTAL CAPITAL OUTLAY**

**116,900**

**TRANSFERS OUT**

80-33 GENERAL FUND REIMBURSEMENT	922,099
<b>TOTAL TRANSFERS OUT</b>	<b>922,099</b>

**TOTAL DEPARTMENT REQUEST**

**5,862,457**

**CONTRACTUAL (30-40) FY 17-18 (4320 - LINE MAINTENANCE CREW)**

Lab Analysis Pretreatment	6,440
Linko Data Systems Inc	1,460
Verizon Data Plans for I-Pad	2,500
Root Control Chemical Injection	50,000
<b>TOTAL</b>	<b>60,400</b>

FUND: MWC UTILITIES AUTH (193)  
 DEPARTMENT: UTILITIES - (87)  
 DEPARTMENT HEAD: GUY HENSON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES	-	50,200	200	25,200
CAPITAL OUTLAY	704,433	1,151,231	851,231	-
TOTAL	704,433	1,201,431	851,431	25,200

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTEREST	25,456	26,459	17,194	16,100
TRANSFERS IN (425-9060)	300,000	-	-	-
TRANSFERS IN (143)	82,309	60,424	60,423	-
TRANSFERS IN (188)	140,000	140,000	140,000	-
TOTAL	547,765	226,883	217,617	16,100

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	739,864	1,568,238	1,200,491	1,107,612	6/30/2015
6/30/2015	1,107,612	547,765	704,433	950,944	6/30/2016
6/30/2016	950,944	217,617	851,431	317,130	6/30/2017 - EST
6/30/2017	317,130	16,100	25,200	308,030	6/30/2018 - EST

FINAL BUDGET 2017-2018

8710 - ECONOMIC DEVELOPMENT	
<b>OTHER SERVICES &amp; CHARGES</b>	
30-40 CONTRACTUAL	25,000
30-86 AUDIT	200
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>25,200</b>
<b>TOTAL DIVISION REQUEST</b>	<b>25,200</b>

CONTRACTUAL (30-40) FY 17-18

Miscellaneous	25,000
<b>TOTAL</b>	<b>25,000</b>

CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL

Soldier Creek Industrial Park	851,231
<b>TOTAL</b>	<b>851,231</b>

FUND: DOWNTOWN REDEVELOPMENT (194)  
DEPARTMENT: REDEVELOPMENT (92)  
DEPARTMENT HEAD: GUY HENSON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	47,157	45,693	45,066	41,641
BENEFITS	15,472	14,268	14,180	21,763
MATERIALS & SUPPLIES	-	2,000	1,861	-
OTHER SERVICES	104,730	291,477	283,477	106,700
CAPITAL OUTLAY	313,177	2,802,523	2,802,523	395,675
TRANSFER OUT	501,017	759,350	759,350	951,381
<b>TOTAL</b>	<b>981,553</b>	<b>3,915,311</b>	<b>3,906,457</b>	<b>1,517,160</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	1,454,957	1,399,000	1,318,387	1,315,000
INTEREST	65,525	61,217	59,031	55,288
MISCELLANEOUS	1,857	-	-	-
LOAN PROCEEDS	42,645	-	44,827	47,120
TRANSFERS	-	-	-	719
<b>TOTAL</b>	<b>1,564,984</b>	<b>1,460,217</b>	<b>1,422,245</b>	<b>1,418,127</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	2,717,912	1,324,092	876,374	3,165,630
6/30/2015	3,165,630	1,564,984	981,553	3,749,061
6/30/2016	3,749,061	1,422,245	3,906,457	1,264,849
6/30/2017	1,264,849	1,418,127	1,517,160	1,165,816
Restricted Fund Balance: held by the Ok County Court Clerk for 29th St Property				(687,300)
FY 16-17 Clock Tower Loan				(96,650)
				<b>381,866</b>

FINAL BUDGET 2017-2018

(9210) Special Projects	
<b>CAPITAL OUTLAY</b>	
40-06 INFRASTRUCTURE	350,000
40-15 IMPROVEMENTS OTHER THAN BUILDINGS	45,675
<b>TOTAL CAPITAL OUTLAY</b>	<b>395,675</b>
<b>TRANSFER OUT</b>	
80-17 TRAILER PARK (017)	76,381
80-24 L & H (240) PARTIAL REIMBURSEMENT from 2003	125,000
80-33 GENERAL FUND (010)	250,000
80-90 RETURN ON OWNERS INV (425) C PRIN	325,000
80-99 RETIREE INSURANCE (VARIOUS FUNDS)	175,000
<b>TOTAL TRANSFER OUT</b>	<b>951,381</b>
<b>TOTAL DIVISION REQUEST</b>	<b>1,347,056</b>

(9250) General Operations	
<b>PERSONAL SERVICES</b>	
10-01 SALARIES	39,707
10-07 ALLOWANCES	1,036
10-10 LONGEVITY	297
10-12 VL BUYBACK	144
10-13 PDO BUYBACK	232
10-14 SL INCENTIVE	225
<b>TOTAL PERSONAL SERVICES</b>	<b>41,641</b>
<b>BENEFITS</b>	
15-01 SOCIAL SECURITY	3,186
15-02 RETIREMENT	5,830
15-03 GROUP INSURANCE	7,679
15-04 WORKER'S COMP INSURANCE	370
15-06 TRAVEL & SCHOOL	2,000
15-13 LIFE	114
15-14 DENTAL	822
15-20 OVERHEAD HEALTH CARE COST	395
15-97 RETIREE INSURANCE SUBSIDY	719
15-98 RETIREE INSURANCE	649
<b>TOTAL BENEFITS</b>	<b>21,763</b>

(CONTINUED)

**FUND: DOWNTOWN REDEVELOPMENT (194)**  
**DEPARTMENT: REDEVELOPMENT (92)**  
**DEPARTMENT HEAD: GUY HENSON**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
Facilities Project Supervisor	0.25	0.25
City Attorney	0.20	0.20
Staff Accountant	0.25	0
<b>TOTAL</b>	<b>0.70</b>	<b>0.45</b>

PART TIME:	FY 17-18	FY 16-17
Accountant	0	0.18

City Attorney - .20 Downtown Redev (194); .20 Hosp Auth (425); .60 City Attorney (010-04)  
 Facilities Project Spvr - .25 (Fund 194); .25 Welcome Cntr (045); .50 Street (010-09)  
 Staff Accountant - .25 Downtown Redev (194); .25 Hosp Auth (425); .25 Utilities (187); .25 Finance (010-08)

TOWN CENTER RENTAL INCOME	FY 15-16	FY 16-17	FY 17-18
Rent - Retail	510,000	510,000	510,000
Preferred Rent	305,000	305,000	305,000
Participation Rent - Sooner Town Center	594,000	444,000	500,000
Participation Rent - Sooner Town Center II	45,957	59,387	-
<b>TOTAL</b>	<b>1,454,957</b>	<b>1,318,387</b>	<b>1,315,000</b>

PERSONNEL  
 POSITIONS  
 SUMMARY:  
 2006-07 - .25  
 2007-08 - .70  
 2008-09 - .70  
 2009-10 - .45  
 2010-11 - .45  
 2011-12 - .45  
 2012-13 - .45  
 2013-14 - .45  
 2014-15 - .45  
 2015-16 - .45  
 2016-17 - .45  
 2017-18 - .70

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL - FIREWORKS	25,000
30-40 CONTRACTUAL - SE 29TH CHRISTMAS LIGHTS	20,000
30-40 CHRISTMAS STORY LAND EVENT-CENTRAL PARK	25,000
30-40 SHOP LOCAL CAMPAIGN	6,000
30-40 TOWN CENTER SPECIAL EVENTS	20,000
30-44 ADMIN/PROF SERVICES	10,000
30-72 MEMBERSHIP/SUBSCRIPTIONS	400
30-85 INS/FIRE/THEFT/LIABILITY	300
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>106,700</b>
<b>TOTAL DIVISION REQUEST</b>	<b>170,104</b>

**TOTAL DEPARTMENT REQUEST** 1,517,160

CAPITAL OUTLAY FY 17-18	
ADA Transition Plan Implementation (4th Year Funding)	25,000
City Hall Digital Sign Replacement	20,675
C-47 Drainage Improvement Project	100,000
29th St Widening Project	250,000
Additional funding in Fund 425-9060	
<b>TOTAL</b>	<b>395,675</b>

CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL	
Original Square Mile Implementation	1,700,000
North Oaks Phase III	157,579
ADA Transition Plan Implementation (3rd Year Funding)	143,403
Decorative Festival Tent	12,435
Signal - City Hall	17,000
Sewer Line Ext - 29th and Douglas	350,000
Original Square Mile Monuments	46,306
75th Anniversary Projects	1,190
Administrative/Professional Services	6,500
Clock Tower Civic Sp Design	70,000
Reconstruct (Mid-America/RIC)	194,310
Clock Tower Civic Sp Construction	103,800
<b>TOTAL</b>	<b>2,802,523</b>

FUND: HOTEL/CONFERENCE CENTER OPERATIONS (195)  
DEPARTMENT: HOTEL/CONFERENCE CENTER (40)  
DEPARTMENT HEAD: TIM LYON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	1,787,945	1,880,373	1,813,823	1,793,899
BENEFITS	588,660	605,163	585,660	546,227
OTHER SERVICES	1,562,273	1,450,517	1,414,722	1,361,750
CAPITAL OUTLAY	4,893	-	-	-
COST OF SALES	1,253,290	1,286,744	1,308,964	1,308,860
TRANSFERS	574,533	219,054	225,271	213,058
<b>TOTAL</b>	<b>5,771,593</b>	<b>5,441,851</b>	<b>5,348,440</b>	<b>5,223,794</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	5,363,319	5,476,361	5,609,991	5,326,460
TRANSFERS	-	740,000	740,000	-
<b>TOTAL</b>	<b>5,363,319</b>	<b>6,216,361</b>	<b>6,349,991</b>	<b>5,326,460</b>

A \$740,000 payable to Fund 157 was eliminated in FY 16-17 and recorded as a transfer in to Fund 195

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	(30,083)	5,679,816	5,963,936	(314,204)
6/30/2015	(314,204)	5,363,319	5,771,593	(722,478)
6/30/2016	(722,478)	6,349,991	5,348,440	279,073
6/30/2017	279,073	5,326,460	5,223,794	381,739

FINAL BUDGET 2017-2018

MUNICIPAL AUTHORITY ADMINISTRATION - 4010	
PERSONAL SERVICES	41,705
BENEFITS	14,108
<b>TOTAL DIVISION REQUEST</b>	<b>55,813</b>

ROOMS - 4012	
PERSONAL SERVICES	509,579
BENEFITS	130,805
OTHER SERVICES & CHARGES	274,831
<b>TOTAL DIVISION REQUEST</b>	<b>915,215</b>

FOOD - 4013	
PERSONAL SERVICES	570,145
BENEFITS	221,522
OTHER SERVICES & CHARGES	121,210
COST OF SALES	361,300
<b>TOTAL DIVISION REQUEST</b>	<b>1,274,177</b>

TELEPHONE - 4014	
COST OF SALES	17,640
<b>TOTAL DIVISION REQUEST</b>	<b>17,640</b>

MISCELLANEOUS - 4015	
COST OF SALES	208,230
<b>TOTAL DIVISION REQUEST</b>	<b>208,230</b>

(CONTINUED)

**FUND: HOTEL/CONFERENCE CENTER OPERATIONS (195)**  
**DEPARTMENT: HOTEL/CONFERENCE CENTER (40)**  
**DEPARTMENT HEAD: TIM LYON**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18		FY 16-17	
	Full Time	Part Time	Full Time	Part Time
Accountant (City)	0.25	-	0.25	-
Asst City Mgrn - Admin (City)	0.15	-	0.15	-
General Manager	1	-	1	-
Asst General Manager	-	-	1	-
Director of Rooms	1	-	-	-
Front Office Manager	-	-	-	-
AM/PM Front Desk Sprvs	2	-	2	-
Front Desk Clerks	2	2	2	2
Night Auditors	1	1	1	1
Housekeeping Manager	-	-	-	-
Housekeeping Supervisor	2	-	2	-
Inspectress	1	-	1	-
Room Attendants	10	2	10	2
House person	2	-	1	1
Lobby Attendant	2	1	2	1
Laundry Attendant	2	-	2	-
Food & Beverage Manager	1	-	1	-
Bartenders	2	2	2	2
Restaurant Supervisor	2	-	2	-
Restaurant Cooks	3	-	3	-
Restaurant Servers	3	1	3	1
Club Level Attendant	-	3	-	3
Facilities Manager	1	-	-	-
Maintenance Tech	3	-	4	-
Director of Sales & Mrktg	1	-	1	-
Sales Manager	2	-	2	-
Executive Meeting Manager	1	-	1	-
Sales Coordinator	1	-	1	-
Convention Services Mgr	1	-	1	-
Accounting Director	1	-	1	-
Accts Rec/Payroll Coord.	1	-	1	-
Executive Chef	1	-	1	-
Banquet Cooks	2	2	2	2
Dishwashers	2	1	2	1
Lead Cook	1	-	1	-

ADMINISTRATION - 4016	
PERSONAL SERVICES	197,614
BENEFITS	67,898
OTHER SERVICES & CHARGES	442,541
<b>TOTAL DIVISION REQUEST</b>	<b>708,053</b>

SALES & MARKETING - 4017	
PERSONAL SERVICES	306,193
BENEFITS	87,637
OTHER SERVICES & CHARGES	226,637
<b>TOTAL DIVISION REQUEST</b>	<b>620,467</b>

MAINTENANCE - 4018	
PERSONAL SERVICES	128,709
BENEFITS	20,174
OTHER SERVICES & CHARGES	224,339
<b>TOTAL DIVISION REQUEST</b>	<b>373,222</b>

FRANCHISE FEES - 4019	
COST OF SALES	335,595
<b>TOTAL DIVISION REQUEST</b>	<b>335,595</b>

ENERGY COST - 4020	
COST OF SALES	345,498
<b>TOTAL DIVISION REQUEST</b>	<b>345,498</b>

CAPITAL - 4021	
OTHER SERVICES & CHARGES	72,192
TRANSFERS (4% FF&E)	213,058
<b>TOTAL DIVISION REQUEST</b>	<b>285,250</b>

(CONTINUED)

FUND: HOTEL/CONFERENCE CENTER OPERATIONS (195)  
 DEPARTMENT: HOTEL/CONFERENCE CENTER (40)  
 DEPARTMENT HEAD: TIM LYON  
 PAGE THREE

(Continued) PERMANENT STAFFING	FY 17-18		FY 16-17	
	Full Time	Part Time	Full Time	Part Time
Banquet Captain	2	-	2	-
Banquet Setup	2	2	2	2
Banquet Servers	4	7	4	7
Banquet Bartenders	-	3	-	3
Security	1	1	1	1
TOTAL	64.40	28.00	63.40	29.00

PERSONNEL POSITIONS SUMMARY

2006-07 - 84.25  
 2007-08 - 84.00  
 2008-09 - 60.00 Full Time  
 2008-09 - 40.00 Part Time  
 2009-10 - 60.65 Full Time  
 2009-10 - 40.00 Part Time  
 2010-11 - 62.65 Full Time  
 2010-11 - 56.00 Part Time  
 2011-12 - 62.75 Full Time  
 2011-12 - 52.00 Part Time  
 2012-13 - 59.45 Full Time  
 2012-13 - 41.00 Part Time  
 2013-14 - 57.45 Full Time  
 2013-14 - 34.00 Part Time  
 2014-15 - 57.45 Full Time  
 2014-15 - 32.00 Part Time  
 2015-16 - 58.40 Full Time  
 2015-16 - 33.00 Part Time  
 2016-17 - 63.45 Full Time  
 2016-17 - 29.00 Part Time  
 2017-18 - 64.40 Full Time  
 2017-18 - 28.00 Part Time

Note: Part Time includes Occasional Staff

BEVERAGE - 4024	
PERSONAL SERVICES	39,954
BENEFITS	4,083
COST OF SALES	40,597
<b>TOTAL DIVISION REQUEST</b>	<b>84,634</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>5,223,794</b>

FUND: FF&E RESERVE (196)  
 DEPARTMENT: HOTEL/CONFERENCE CENTER (40)  
 DEPARTMENT HEAD: TIM LYON

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
MATERIALS & SUPPLIES	-	10,000	9,600	-
OTHER SERVICES	30,550	25,620	25,620	-
CAPITAL OUTLAY	380,525	687,547	687,547	361,000
<b>TOTAL</b>	<b>411,075</b>	<b>723,167</b>	<b>722,767</b>	<b>361,000</b>

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
MISCELLANEOUS	-	10,000	10,000	-
TRANSFERS	214,533	219,054	225,271	213,058
<b>TOTAL</b>	<b>214,533</b>	<b>229,054</b>	<b>235,271</b>	<b>213,058</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	1,389,120	423,173	545,313	1,266,980
6/30/2015	1,266,980	214,533	411,075	1,070,438
6/30/2016	1,070,438	235,271	722,767	582,942
6/30/2017	582,942	213,058	361,000	435,000

**CAPITAL OUTLAY FY 17-18**

Banquet Display Equipment	15,000
Phone System Upgrade	20,000
Security Camera Upgrade	20,000
Landscaping/Water Feature Upgrade	25,000
LED Light Conversion/Parking Lot	12,000
TBD	75,000
Reed Center Exhibit Hall/Meeting Rooms Carpet	75,000
Reed Center Ballroom Doors	12,000
Hotel Blinds Phase I	70,000
Emerald Room Buffet Renovation	25,000
Sheraton Pool Plaster Renovation	10,000
Computer and Printers	2,000
<b>TOTAL</b>	<b>361,000</b>

**FINAL BUDGET 2017-2018**

**MUNICIPAL AUTHORITY ADMINISTRATION - 4010**

CAPITAL OUTLAY	
40-02 EQUIPMENT	55,000
40-05 UPI	25,000
40-06 INFRASTRUCTURE	12,000
40-08 CONTINGENCIES	75,000
40-14 REMODEL	192,000
40-49 COMPUTERS	2,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>361,000</b>
<b>TOTAL DIVISION REQUEST</b>	<b>361,000</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Reed South Sign	2,500
Monument Sign Paint	500
Light Dimming System (2nd Year)	27,615
Parking Lot Security Cameras	5,444
Banquet Dinnerware	35,000
Door Replacement 1st Floor	40,000
Computers/Printers	10,485
Elevator Cabin Upgrade	15,000
Paint Meeting Areas - Reed Ctr	20,030
2 Sofas	2,432
Reed Center Carpet	210,000
PTAC Heat/Air Units	10,000
Guest Rm Bathroom Walls	35,000
Fitness Equip Relpace	37,500
Vanity Replacement	98,661
Computers/Printers	2,000
Emerald Rm Kitchen Replace	10,000
West Elevator Upgrade	40,000
Housekeeping Carts	7,500
Landscaping	5,000
TBD	68,558
Men's 2nd Floor Bathroom	4,322
<b>TOTAL</b>	<b>687,547</b>



FUND: GOLF (197)  
 DEPARTMENT: GOLF (47/48)  
 DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	552,606	561,708	561,193	562,194
BENEFITS	152,376	164,118	160,418	187,081
MATERIALS & SUPPLIES	184,907	218,382	199,345	249,339
OTHER SERVICES	115,138	128,796	126,564	132,604
CAPITAL OUTLAY	65,215	115,261	115,261	1,500
TRANSFER OUT	4,019	-	-	-
<b>TOTAL</b>	<b>1,074,261</b>	<b>1,188,265</b>	<b>1,162,781</b>	<b>1,132,718</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	1,114,076	1,141,033	1,056,152	1,168,191
INVESTMENT INTEREST	3,485	2,667	1,893	466
MISCELLANEOUS	792	787	958	822
ASSET RETIREMENT	29,500	-	-	-
<b>TOTAL</b>	<b>1,147,853</b>	<b>1,144,487</b>	<b>1,059,003</b>	<b>1,169,479</b>

Revenue estimates based on proposed rate increases for FY 17-18 passing. Increase is projected to generate an additional \$20,000 in revenue.

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	115,110	1,053,935	1,082,642	86,403	6/30/2015
6/30/2015	86,403	1,147,853	1,074,261	159,995	6/30/2016
6/30/2016	159,995	1,059,003	1,162,781	56,217	6/30/2017 - EST
6/30/2017	56,217	1,169,479	1,132,718	92,978	6/30/2018 - EST

Excludes Transfers Out & Capital Outlay (56,561) **5% Reserve**  
36,417

FINAL BUDGET 2017-2018

PERSONAL SERVICES (4710 - JOHN CONRAD)	
10-01 SALARIES	251,384
10-02 WAGES	123,000
10-03 OVERTIME	1,500
10-07 ALLOWANCES	3,264
10-10 LONGEVITY	8,495
10-11 SL BUYBACK	5,133
10-12 VL BUYBACK	1,193
10-13 PDO BUYBACK	1,935
10-14 SL INCENTIVE	3,960
<b>PERSONAL SERVICES - JOHN CONRAD</b>	<b>399,864</b>

PERSONAL SERVICES (4810 - HIDDEN CREEK)	
10-01 SALARIES	101,976
10-02 WAGES	49,000
10-03 OVERTIME	500
10-07 ALLOWANCES	1,216
10-10 LONGEVITY	4,220
10-11 SL BUYBACK	2,360
10-12 VL BUYBACK	834
10-13 PDO BUYBACK	784
10-14 SL INCENTIVE	1,440
<b>PERSONAL SERVICES - HIDDEN CREEK</b>	<b>162,330</b>
<b>TOTAL PERSONAL SERVICES</b>	<b>562,194</b>

BENEFITS (4710 - JOHN CONRAD)	
15-01 SOCIAL SECURITY	30,590
15-02 EMPLOYEES' RETIREMENT	38,761
15-03 GROUP INSURANCE	30,581
15-04 WORKERS COMP INSURANCE	21,606
15-06 TRAVEL & SCHOOL	950
15-07 UNIFORMS	1,850
15-13 LIFE	875
15-14 DENTAL	2,731
15-20 OVERHEAD HEALTH CARE COST	1,776
<b>BENEFITS - JOHN CONRAD</b>	<b>129,720</b>

(CONTINUED)

**FUND: GOLF (197)**  
**DEPARTMENT: GOLF (47/48)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
Golf Director	1	1
Golf Superintendent	1	1
Asst Greens Superintendent	1	1
Golf Car Mechanic	1	1
Groundskeeper	1	1
Laborer I	1	1
<b>TOTAL</b>	<b>6</b>	<b>6</b>

PART TIME STAFFING	FY 17-18	FY 16-17
	2	2

SEASONAL STAFFING	FY 17-18	FY 16-17
	25	25

**CAPITAL OUTLAY FY 17-18**

Two (2) Weedeaters	1,000
Drag Mat	500
<b>TOTAL</b>	<b>1,500</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

(2) Zero Turn Mowers	4,642
5 Gang Rotary Pull Behind Mower	31,465
Range Ball Dispenser	4,502
(2) Toro Greens Mowers (Used)	59,893
Document Imaging System	1,261
Software	12,000
Lawn Equipment	1,048
Compressor	450
<b>TOTAL</b>	<b>115,261</b>

**PERSONNEL POSITIONS SUMMARY:**

- 2006-07 - 9
- 2007-08 - 9
- 2008-09 - 8
- 2009-10 - 6
- 2010-11 - 6
- 2011-12 - 6
- 2012-13 - 6
- 2013-14 - 6
- 2014-15 - 6
- 2015-16 - 6
- 2016-17 - 6
- 2017-18 - 6

**BENEFITS (4810 - HIDDEN CREEK)**

15-01 SOCIAL SECURITY	12,418
15-02 EMPLOYEES' RETIREMENT	15,866
15-03 GROUP INSURANCE	15,504
15-04 WORKERS COMP INSURANCE	9,260
15-06 TRAVEL & SCHOOL	160
15-07 UNIFORMS	1,100
15-13 LIFE	421
15-14 DENTAL	1,776
15-20 OVERHEAD HEALTH CARE COST	856
<b>BENEFITS - HIDDEN CREEK</b>	<b>57,361</b>

**TOTAL BENEFITS**

**187,081**

**MATERIALS & SUPPLIES (4710 - JOHN CONRAD)**

20-27 FOOD & BEVERAGES	41,000
20-34 MAINTENANCE OF EQUIPMENT	25,000
20-41 SUPPLIES	16,000
20-49 CHEMICALS	50,000
20-55 PRO SHOP SUPPLIES	50,000
20-63 FLEET FUEL	18,201
20-64 FLEET PARTS	3,594
20-65 FLEET LABOR	1,507
20-66 IRRIGATION UPKEEP	5,000
20-67 GOLF CART MAINTENANCE	8,000
20-71 BOTANICAL	5,000
<b>MATERIALS &amp; SUPPLIES - JOHN CONRAD</b>	<b>223,302</b>

**MATERIALS & SUPPLIES (4810 - HIDDEN CREEK)**

20-27 FOOD & BEVERAGES	9,700
20-34 MAINTENANCE OF EQUIPMENT	1,500
20-41 SUPPLIES	2,000
20-49 CHEMICALS	7,000
20-63 FLEET FUEL	403
20-64 FLEET PARTS	171
20-65 FLEET LABOR	263
20-66 IRRIGATION UPKEEP	1,500
20-67 GOLF CART MAINTENANCE	1,500
20-71 BOTANICAL	2,000
<b>MATERIALS &amp; SUPPLIES - HIDDEN CREEK</b>	<b>26,037</b>

**TOTAL MATERIALS & SUPPLIES**

**249,339**

(CONTINUED)

**FUND: GOLF (197)**  
**DEPARTMENT: GOLF (47/48)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
**PAGE THREE**

**RATE INCREASE FY 15-16**

\$1.00 added to the following:  
 Conrad : Senior, Military, Monday Special & Golf Carts  
 Hidden Creek: Golf Carts

**RATE INCREASE FY 16-17**

HC Junior Fees increase from \$2 to \$4  
 HC Junior All Day Fees Increase from \$3 to \$6  
 JC Reg. & Weekend Fees increase from \$23 to \$24  
 JC Memberships increase: \$600 to \$700, \$1,000 to \$1,200, \$1,080 to \$1,180 and \$1,800 to \$2,000  
 HC & JC Snacks increase from \$1.15 to \$1.38

**PROPOSED RATE INCREASE FY 17-18**

\$1 added to the following:  
 JC: \$1 increase to Regular, Military and Senior green fees.  
 \$.50 increase in driving range tokens.  
 HC: \$1 increase in Senior/Military green fees.  
 Lower senior age to 55 and older

**CONTRACTUAL (4710 - JOHN CONRAD) FY 17-18**

Window Cleaning	1,200
Pest Control	320
Additional Maintenance/Misc	480
<b>TOTAL</b>	<b>2,000</b>

**CONTRACTUAL (4810 - HIDDEN CREEK) FY 17-18**

Window Cleaning	600
Additional Maintenance/Misc	2,550
<b>TOTAL</b>	<b>3,150</b>

**OTHER SERVICES & CHARGES (4710 - JOHN CONRAD)**

30-01 UTILITIES & COMMUNICATIONS	15,000
30-21 SURPLUS PROPERTY	701
30-22 PWA REIMBURSEMENT	30,005
30-23 UPKEEP REAL PROPERTY	14,000
30-40 CONTRACTUAL	2,000
30-41 CONTRACT LABOR	7,000
30-43 HARDWARE/SOFTWARE MAINTENANCE	346
30-49 CREDIT CARD FEES	16,500
30-72 MEMBERSHIPS & SUBSCRIPTIONS	1,850
30-81 ADVERTISING	1,000
30-85 INSURANCE/FIRE, THEFT, LIAB	11,667
30-86 AUDIT	738
<b>OTHER SERVICES &amp; CHARGES - JOHN CONRAD</b>	<b>100,807</b>

**OTHER SERVICES & CHARGES (4810 - HIDDEN CREEK)**

30-01 UTILITIES & COMMUNICATIONS	5,700
30-22 PWA REIMBURSEMENT	12,859
30-40 CONTRACTUAL	3,150
30-49 CREDIT CARD FEES	3,700
30-72 MEMBERSHIPS & SUBSCRIPTIONS	350
30-81 ADVERTISING	300
30-85 INSURANCE/FIRE, THEFT, LIAB	5,000
30-86 AUDIT	738
<b>OTHER SERVICES &amp; CHARGES - HIDDEN CREEK</b>	<b>31,797</b>

**TOTAL OTHER SERVICES & CHARGES** 132,604

**CAPITAL OUTLAY**

40-02 EQUIPMENT	1,500
<b>TOTAL CAPITAL OUTLAY</b>	<b>1,500</b>

**TOTAL DEPARTMENT REQUEST** 1,132,718

**FUND: URBAN RENEWAL (201)**  
**DEPARTMENT: URBAN RENEWAL**  
**DEPARTMENT HEAD: GUY HENSON**

**FINAL BUDGET 2017-2018**

EXPENDITURES	ACTUAL 2015-2016	AMENDED	ESTIMATED	BUDGET 2017-2018
		BUDGET 2016-2017	ACTUAL 2016-2017	
MATERIALS & SUPPLIES	-	-	-	250
OTHER SERVICES	6,868	55,750	28,250	50,250
<b>TOTAL</b>	<b>6,868</b>	<b>55,750</b>	<b>28,250</b>	<b>50,500</b>

<b>MATERIALS &amp; SUPPLIES</b>	
20-41 SUPPLIES	250
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>250</b>

<b>OTHER SERVICES &amp; CHARGES</b>	
30-44 ADMIN/PROFESSIONAL SERVICES	50,000
30-51 OTHER GOVT EXPENSE	250
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>50,250</b>

<b>TOTAL DEPARTMENT REQUEST</b>	<b>50,500</b>
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REVENUES	ACTUAL 2015-2016	AMENDED	ESTIMATED	BUDGET 2017-2018
		BUDGET 2016-2017	ACTUAL 2016-2017	
CHARGES FOR SERVICES	-	-	-	45,000
INVESTMENT INTEREST	687	1,376	1,103	1,014
TRANSFERS IN (194)	65,000	-	-	
<b>TOTAL</b>	<b>65,687</b>	<b>1,376</b>	<b>1,103</b>	<b>46,014</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	15,868	206	12,271	3,804	6/30/2015
6/30/2015	3,804	65,687	6,868	62,623	6/30/2016
6/30/2016	62,623	1,103	28,250	35,476	6/30/2017 - EST
6/30/2017	35,476	46,014	50,500	30,990	6/30/2018 - EST

**FUND: RISK (202)**  
**DEPARTMENT: RISK MANAGEMENT (29)**  
**DEPARTMENT HEAD: TIM LYON**

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	119,097	113,133	97,212	132,661
BENEFITS	43,602	48,519	38,099	52,380
MATERIALS & SUPPLIES	2,441	6,494	3,872	4,324
OTHER SERVICES	60,345	98,280	82,066	80,786
CAPITAL OUTLAY	29,000	5,693	5,693	2,000
INSURANCE RELATED	2,306,627	3,784,882	2,836,567	1,962,665
TRANSFERS	289	-	-	-
<b>TOTAL</b>	<b>2,561,401</b>	<b>4,057,001</b>	<b>3,063,509</b>	<b>2,234,816</b>

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	1,931,986	1,980,882	1,991,444	1,961,347
INVESTMENT INTEREST	67,602	63,804	54,405	52,054
MISCELLANEOUS	3,109	-	53,079	-
TRANSFERS IN	-	1,201	1,201	1,195
<b>TOTAL</b>	<b>2,002,697</b>	<b>2,045,887</b>	<b>2,100,129</b>	<b>2,014,596</b>

BUDGETARY	BUDGET	REVENUES	EXPENSES	FUND	
FUND BALANCE:	FUND BAL.			BALANCE	
6/30/2014	3,426,668	2,182,873	1,797,150	3,812,390	6/30/2015
6/30/2015	3,812,390	2,002,697	2,561,401	3,253,686	6/30/2016
6/30/2016	3,253,686	2,100,129	3,063,509	2,290,306	6/30/2017 - EST
6/30/2017	2,290,306	2,014,596	2,234,816	2,070,086	6/30/2018 - EST

Estimated Actual includes prior year required reserves of \$1,804,000. See detail on next page.

The IBNR, incurred but not reported, per actuarial report as of 6/30/2016:  
 Workers Comp: \$1,037,000 General Liability: \$218,000 Total of \$1,255,000

**FINAL BUDGET 2017-2018**

<b>PERSONAL SERVICES - OPERATIONAL (2910)</b>	
10-01 SALARIES	120,638
10-07 ALLOWANCES	4,598
10-10 LONGEVITY	3,269
10-11 SL BUYBACK	2,153
10-12 VL BUYBACK	249
10-13 PDO BUYBACK	764
10-14 SICK LEAVE INCENTIVE	990
<b>TOTAL PERSONAL SERVICES</b>	<b>132,661</b>

<b>BENEFITS - OPERATIONAL</b>	
15-01 SOCIAL SECURITY	10,149
15-02 EMPLOYEES' RETIREMENT	18,573
15-03 GROUP INSURANCE	12,756
15-06 TRAVEL AND SCHOOLS	6,500
15-13 LIFE	235
15-14 DENTAL	1,107
15-20 OVERHEAD HEALTH CARE COST	787
15-97 RETIREE INSURANCE SUBSIDY	1,195
15-98 RETIREE INSURANCE	1,079
<b>TOTAL BENEFITS</b>	<b>52,380</b>

<b>MATERIALS AND SUPPLIES - OPERATIONAL</b>	
20-41 MATERIALS AND SUPPLIES	3,000
20-63 FLEET FUEL	813
20-64 FLEET PARTS	19
20-65 FLEET LABOR	492
<b>TOTAL MATERIALS AND SUPPLIES</b>	<b>4,324</b>

<b>OTHER SERVICES AND CHARGES - OPERATIONAL</b>	
30-02 DRUG SCREENING	6,000
30-43 HARDWEARE/SOFTWARE MAINT.	693
30-44 PROFESSIONAL SERVICES (TPA)	42,000
30-51 OTHER GOVERNMENT EXPENSES	30,000
30-72 MEMBERSHIPS/SUBSCRIPTIONS	1,300
30-86 AUDIT EXPENSE	793
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>80,786</b>

(CONTINUED)

**FUND: RISK (202)**  
**DEPARTMENT: RISK MANAGEMENT (28)**  
**DEPARTMENT HEAD: TIM LYON**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
Risk Manager	1	1
Assistant City Manager	0.1	0
City Attorney	0.25	0
Assistant City Attorney	0	0.25
Safety Coordinator	0.1	0.1
<b>TOTAL</b>	<b>1.45</b>	<b>1.35</b>

.80 Safety Coord moved to PWA (075) FY 12-13  
.10 Assistant City Manager moved from City Manager (10-01) FY 17-18  
.25 City Attorney moved from City Attorney (010-04) FY 17-18  
.25 Assistant City Attorney moved to Court (010-12) FY 17-18

**PERSONNEL POSITIONS SUMMARY:**  
2006-2007 - 0  
2007-2008 - 1  
2008-2009 - 2.5  
2009-2010 - 3  
2010-2011 - 3  
2011-2012 - 3.25  
2012-2013 - 1.35  
2013-2014 - 1.35  
2014-2015 - 1.35  
2015-2016 - 1.35  
2016-2017 - 1.35  
2017-2018 - 1.45

**SOURCES OF REVENUE - FY 17-18**

DEPARTMENT	W/COMP	LIABILITY	PROPERTY
Utility Services	5,658	1,588	-
Community Development	-	14,452	-
Street/Park Maintenance/Forestry	34,474	9,957	-
General Government	104,711	24,320	43,445
Neighborhood Services	-	2,073	5,247
Information Technology	-	1,633	-
Parks/Recreation/Pools	-	3,409	38,806
Welcome Center	2,748	1,008	1,502
Senior Center	-	-	8,332
Police Department	405,902	140,066	22,854
Fire Department	347,682	74,511	35,268
Sanitation	15,609	42,801	6,937
Water	52,571	28,176	63,776
Wastewater	61,802	28,103	172,220
Golf	30,866	1,735	14,932
Stormwater	12,482	21,202	5,247
Fleet Services	11,458	4,188	6,411
Public Works Administration	5,990	2,792	17,370
Drainage Division	16,583	767	-
CDBG	2,105	850	-
Downtown Redevelopment	370	300	-
Hospital Authority	680	1,789	-
Juvenile	1,309	280	-
<b>TOTALS</b>	<b>1,113,000</b>	<b>406,000</b>	<b>442,347</b>

<b>CAPITAL OUTLAY - OPERATIONAL</b>	
40-49 COMPUTERS	2,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>2,000</b>
<b>TOTAL OPERATIONAL</b>	<b>272,151</b>
<b>INSURANCE RELATED / 17-18 (2958)</b>	
<b>MATERIALS AND SUPPLIES - INSURANCE RELATED</b>	
20-63 FLEET FUEL	989
20-64 FLEET PARTS	55
20-65 FLEET LABOR	274
<b>TOTAL MATERIALS AND SUPPLIES</b>	<b>1,318</b>
<b>OTHER SERVICES AND CHARGES - INSURANCE RELATED</b>	
30-07 WORKERS COMPENSATION	1,113,000
30-26 LIABILITY LAWSUITS	406,000
30-33 PROPERTY INSURANCE	442,347
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>1,961,347</b>
<b>TOTAL INSURANCE RELATED / 17-18</b>	<b>1,962,665</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>2,234,816</b>

INFORMATIONAL ONLY: (Estimated for prior fiscal years in FY 16-17 per actuarial report dated 6/30/2016)

	Required Reserve:	Cash Flow:
<b>INSURANCE RELATED / 15-16</b>		
30-07 WORKERS COMPENSATION	430,000	85,900
30-26 LIABILITY LAWSUITS	122,000	27,600
<b>TOTAL INSURANCE RELATED / 15-16</b>	<b>552,000</b>	<b>113,500</b>
<b>INSURANCE RELATED / 14-15</b>		
30-07 WORKERS COMPENSATION	197,000	37,000
30-26 LIABILITY LAWSUITS	62,000	12,900
<b>TOTAL INSURANCE RELATED / 14-15</b>	<b>259,000</b>	<b>49,900</b>
<b>INSURANCE RELATED / 13-14</b>		
30-07 WORKERS COMPENSATION	117,000	20,300
30-26 LIABILITY LAWSUITS	33,000	6,500
<b>TOTAL INSURANCE RELATED / 13-14</b>	<b>150,000</b>	<b>26,800</b>
<b>INSURANCE RELATED / 12-13</b>		
30-07 WORKERS COMPENSATION	189,000	29,900
30-26 LIABILITY LAWSUITS	22,000	4,100
<b>TOTAL INSURANCE RELATED / 12-13</b>	<b>211,000</b>	<b>34,000</b>

(CONTINUED)

FUND: RISK (202)  
DEPARTMENT: RISK MANAGEMENT (28)  
DEPARTMENT HEAD: TIM LYON  
PAGE THREE

**CAPITAL OUTLAY FY 17-18**

Computers	2,000
TOTAL	2,000

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Document Imaging System	4,193
Desktop Computer	1,500
TOTAL	5,693

	Required Reserve: (Exhibit VIII)	Cash Flow (Exhibit X)
<b>INSURANCE RELATED / 11-12</b>		
30-07 WORKERS COMPENSATION	123,000	17,700
30-26 LIABILITY LAWSUITS	5,000	900
<b>TOTAL INSURANCE RELATED / 11-12</b>	<b>128,000</b>	<b>18,600</b>
<b>INSURANCE RELATED / 10-11</b>		
30-07 WORKERS COMPENSATION	57,000	7,500
<b>TOTAL INSURANCE RELATED / 10-11</b>	<b>57,000</b>	<b>7,500</b>
<b>INSURANCE RELATED / 09-10</b>		
30-07 WORKERS COMPENSATION	36,000	4,400
<b>TOTAL INSURANCE RELATED / 09-10</b>	<b>36,000</b>	<b>4,400</b>
<b>INSURANCE RELATED / 08-09</b>		
30-07 WORKERS COMPENSATION	74,000	8,300
<b>TOTAL INSURANCE RELATED / 08-09</b>	<b>74,000</b>	<b>8,300</b>
<b>INSURANCE RELATED / 07-08</b>		
30-07 WORKERS COMPENSATION	15,000	1,600
<b>TOTAL INSURANCE RELATED / 07-08</b>	<b>15,000</b>	<b>1,600</b>
<b>INSURANCE RELATED / 06-07</b>		
30-07 WORKERS COMPENSATION	15,000	1,400
<b>TOTAL INSURANCE RELATED / 06-07</b>	<b>15,000</b>	<b>1,400</b>
<b>INSURANCE RELATED / 05-06</b>		
30-07 WORKERS COMPENSATION	14,000	1,300
<b>TOTAL INSURANCE RELATED / 05-06</b>	<b>14,000</b>	<b>1,300</b>
<b>INSURANCE RELATED / 04-05</b>		
30-07 WORKERS COMPENSATION	20,000	1,700
<b>TOTAL INSURANCE RELATED / 04-05</b>	<b>20,000</b>	<b>1,700</b>
<b>INSURANCE RELATED / 03-04</b>		
30-07 WORKERS COMPENSATION	24,000	1,900
<b>TOTAL INSURANCE RELATED / 03-04</b>	<b>24,000</b>	<b>1,900</b>
<b>INSURANCE RELATED / Prior to 03-04</b>		
30-07 WORKERS COMPENSATION	249,000	14,200
<b>TOTAL INSURANCE RELATED / Prior to 03-04</b>	<b>249,000</b>	<b>14,200</b>
<b>TOTAL FOR PRIOR FISCAL YEARS</b>	<b>1,804,000</b>	<b>285,100</b>

PROPOSED OCTOBER 2017

**FUND: ANIMALS BEST FRIEND - (220)**  
**DEPARTMENT: ANIMAL WELFARE**  
**DEPARTMENT HEAD: BRANDON CLABES**

<b>EXPENDITURES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
MATERIALS AND SUPPLIES	4,648	4,750	4,750	4,750
CAPITAL OUTLAY	14,629	48,000	48,000	20,000
<b>TOTAL</b>	<b>19,277</b>	<b>52,750</b>	<b>52,750</b>	<b>24,750</b>

<b>REVENUES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
FINES & FORFEITURES	22,200	21,282	21,308	22,073
INTEREST	1,459	1,480	1,488	1,438
MISCELLANEOUS	345	-	980	1,000
<b>TOTAL</b>	<b>24,004</b>	<b>22,762</b>	<b>23,776</b>	<b>24,511</b>

<b>BUDGETARY FUND BALANCE:</b>	<b>BUDGET FUND BAL.</b>	<b>REVENUES</b>	<b>EXPENSES</b>	<b>FUND BALANCE</b>
6/30/2014	41,461	48,711	20,409	69,763
6/30/2015	69,763	24,004	19,277	74,490
6/30/2016	74,490	23,776	52,750	45,516
6/30/2017	45,516	24,511	24,750	45,277

**FINAL BUDGET 2017-2018**

<b>MATERIALS AND SUPPLIES</b>	
20-41 SUPPLIES	4,750
<b>TOTAL MATERIAL AND SUPPLIES</b>	<b>4,750</b>

<b>CAPITAL OUTLAY</b>	
40-01 VEHICLES	20,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>20,000</b>

**TOTAL DEPARTMENT REQUEST** **24,750**

<b>CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL</b>	
Transport Truck	36,000
Equipment for Truck	12,000
<b>Total</b>	<b>48,000</b>

<b>CAPITAL OUTLAY FY 17-18</b>	
Equipment for Truck - Animal Welfare	15,000
Transport Truck - Animal Welfare	5,000
Additional funding in Fund 09	20,000



FUND: HOTEL/MOTEL (225)  
 DEPARTMENT: ECONOMIC (87)  
 DEPARTMENT HEAD: GUY HENSON

**FINAL BUDGET 2017-2018**

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET	ACTUAL	2017-2018
	2016-2017	2016-2017	2016-2017	2017-2018
TRANSFERS OUT	597,088	599,727	582,319	587,010
TOTAL	597,088	599,727	582,319	587,010

TRANSFERS OUT	
80-23 PARK & REC (123) 14%	82,181
80-46 ECONOMIC DEVELOPMENT (046) 56%	328,726
80-74 WELCOME CENTER (045) 30%	176,103
<b>TOTAL TRANSFERS OUT</b>	<b>587,010</b>

**TOTAL DEPARTMENT REQUEST 587,010**

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET	ACTUAL	2017-2018
	2016-2017	2016-2017	2016-2017	2017-2018
TAXES	597,088	599,727	582,319	587,010
TOTAL	597,088	599,727	582,319	587,010

BUDGETARY	BUDGET	AMENDED	ESTIMATED	FUND
FUND BALANCE:	FUND BAL.	REVENUES	EXPENSES	BALANCE
6/30/2014	-	581,622	581,622	- 6/30/2015
6/30/2015	-	597,088	597,088	- 6/30/2016
6/30/2016	-	582,319	582,319	- 6/30/2017 - EST
6/30/2017	-	587,010	587,010	- 6/30/2018 - EST

PROPOSED 06/13/2017

FUND: CUSTOMER DEPOSITS (230)  
 DEPARTMENT: NON-DEPARTMENTAL  
 DEPARTMENT HEAD: SARA HANCOCK

FINAL BUDGET 2017-2018

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TRANSFERS OUT	31,249	30,073	24,395	22,221
TOTAL	31,249	30,073	24,395	22,221

TOTAL TRANSFERS	22,221
80-91 WATER (FUND 191)	22,221
TOTAL TRANSFERS	22,221

TOTAL DEPARTMENT REQUEST 22,221

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTEREST	31,249	30,073	24,395	22,221
TOTAL	31,249	30,073	24,395	22,221

PROPOSED 06/13/2017

FUND: COURT BONDS (235)  
 DEPT: MUNICIPAL COURT  
 DEPT HEAD: TIM LYON

FINAL BUDGET 2017-2018

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TRANSFERS OUT	2,210	1,980	1,707	1,640
TOTAL	2,210	1,980	1,707	1,640

TRANSFERS	
80-04 GENERAL FUND (010)	1,640
TOTAL TRANSFERS	1,640

TOTAL DEPARTMENT REQUEST 1,640

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTEREST	2,210	1,980	1,707	1,640
TOTAL	2,210	1,980	1,707	1,640

PROPOSED 06/13/2017

FUND: L & H - (240)  
 DEPARTMENT: BENEFITS (0310)  
 DEPARTMENT HEAD: CATHERINE WILSON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	29,600	33,000	33,000	32,788
BENEFITS	7,189,928	6,776,253	6,765,488	7,485,638
OTHER SERVICES	15,468	6,500	6,500	66,933
CAPITAL OUTLAY	-	3,000	3,000	-
TRANSFERS	161	-	-	-
<b>TOTAL</b>	<b>7,235,157</b>	<b>6,818,753</b>	<b>6,807,988</b>	<b>7,585,359</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CFS - PREMIUM	6,571,729	6,558,962	6,658,374	7,277,911
CFS - STOP LOSS	224,770	50,000	50,000	50,000
CFS - SUBROGATION	44,120	20,000	20,000	20,000
INTEREST	38,973	32,859	31,527	24,977
MISCELLANEOUS - RX Rebates	58,817	62,916	97,008	77,912
MISC. - OIL ROYALTIES	14,253	17,893	12,021	13,137
TRANSFERS IN - Fund 194	-	125,000	125,301	125,312
TRANSFERS IN - Fund 425	-	300	300	312
<b>TOTAL</b>	<b>6,952,662</b>	<b>6,867,930</b>	<b>6,994,531</b>	<b>7,589,561</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	1,200,749	7,295,466	6,552,564	1,943,651
6/30/2015	1,943,651	6,952,662	7,235,157	1,661,157
6/30/2016	1,661,157	6,994,531	6,807,988	1,847,700
6/30/2017	1,847,700	7,589,561	7,585,359	1,851,901

**FINAL BUDGET 2017-2018**

PERSONAL SERVICES	
10-01 SALARY	32,788
<b>TOTAL PERSONAL SERVICES</b>	<b>32,788</b>

BENEFITS	
15-01 SOCIAL SECURITY	2,518
15-02 RETIREMENT	4,590
15-06 TRAVEL & SCHOOL	1,500
15-13 LIFE	122
15-21 AGGREGATE STOP LOSS	14,672
15-39 LIFE INSURANCE	69,026
15-40 DENTAL	440,000
15-41 CLAIMS	4,285,000
15-42 PRESCRIPTIONS	1,468,000
15-43 ADMINISTRATION	483,608
15-44 OTHER FEES	99,426
15-45 INDIVIDUAL STOP LOSS	483,600
15-47 DENTAL PLAN - ADMIN EXP	27,378
15-48 WELLNESS	46,000
15-49 PRESCRIPTIONS - ACTIVE	45,000
15-50 PRESCRIPTIONS - PRE 65	8,000
15-51 PRESCRIPTIONS - POST 65	6,000
15-97 RETIREE INSURANCE SUBSIDY	604
15-98 RETIREE INSURANCE	594
<b>TOTAL BENEFITS</b>	<b>7,485,638</b>

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	58,733
30-86 AUDIT	8,200
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>66,933</b>

**TOTAL DEPARTMENT REQUEST** **7,585,359**

(CONTINUED)

**FUND: L & H - (240)**  
**DEPARTMENT: BENEFITS (0310)**  
**DEPARTMENT HEAD: CATHERINE WILSON**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
Health Benefits/HR Coordinator	0.75	0.75
TOTAL	0.75	0.75

.25 Health Benefits/HR Coordinator to General Fund 010-03 - HR FY 13-14

**PERSONNEL  
POSITIONS  
SUMMARY:**

2007-08 - 0  
 2008-09 - .50  
 2009-10 - .50  
 2010-11 - .50  
 2011-12 - .50  
 2012-13 - .75  
 2013-14 - .75  
 2014-15 - .75  
 2015-16 - .75  
 2016-17 - .75  
 2017-18 - .75

**OTHER FEES (15-44) FY 17-18**

Emp Assistance Counselor	15,800
Flu Shots	11,000
Wellness Incentive	21,000
PlanSource - ACA Tool	3,126
PlanSource - Electronic Enrollment Platform	20,000
Research Fees (ACA-PCORI Fee)	3,500
Miscellaneous	25,000
TOTAL	99,426

**CONTRACTUAL (30-40) FY 17-18**

Gallagher Agreement	58,733
TOTAL	58,733

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Computers	3,000
TOTAL	3,000

PROPOSED 06/13/2017

**FUND: CAPITAL IMPROVEMENTS REVENUE BOND (250)**  
**DEPARTMENT: DEBT SERVICE (REVENUE BONDS) (42)**  
**DEPARTMENT HEAD: CHRISTY BARRON**

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
DEBT SERVICE (2011 Series) Hotel/Conf	1,797,625	1,794,800	1,794,800	1,803,425
DEBT SERVICE (2011A Series) Sewer	4,711,663	4,708,964	4,708,964	4,707,363
DEBT SERVICE (Fiscal Agent Fees)	6,000	6,000	6,000	6,000
TRANSFER OUT (010)	8,291,332	8,290,348	8,041,638	8,124,541
<b>TOTAL</b>	<b>14,806,619</b>	<b>14,800,112</b>	<b>14,551,402</b>	<b>14,641,329</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTEREST	5,322	2,516	4,575	3,485
TRANSFERS IN:				
Sales Tax (010) General	8,291,332	8,290,348	8,041,638	8,124,541
Sales Tax (340) Hotel/Conf Center	1,809,308	1,812,904	1,812,904	1,813,574
Sales Tax (340) Sewer	3,502,037	3,499,105	3,399,428	3,429,091
User Fee (186) - Sewer	1,208,726	1,312,508	1,312,508	1,282,329
<b>TOTAL</b>	<b>14,816,724</b>	<b>14,917,381</b>	<b>14,571,053</b>	<b>14,653,020</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	(60,158,052)	14,760,497	16,238,281	(61,635,836) 6/30/2015
6/30/2015	(61,635,836)	14,816,724	14,806,619	(61,625,731) 6/30/2016
6/30/2016	(61,625,731)	14,571,053	14,551,402	(61,606,080) 6/30/2017 - EST
6/30/2017	(61,606,080)	14,653,020	14,641,329	(61,594,389) 6/30/2018 - EST
				<b>(61,594,389)</b>

NOTE: The negative fund balance is due to the debt being paid from Fund 250 with the asset showing in Fund 195, Hotel and Conference Center and the Sewer Plant being recorded in Fund 186, Sewer Construction.

**FINAL BUDGET 2017-2018**

<b>DEBT SERVICE</b>	
70-01 PRINCIPAL (2011 BOND SERIES)	970,000
71-01 INTEREST (2011 BOND SERIES)	833,425
70-01 PRINCIPAL (2011A BOND SERIES)	3,355,000
71-01 INTEREST (2011A BOND SERIES)	1,352,363
72-02 FISCAL AGENT FEES	6,000
<b>TOTAL DEBT SERVICE</b>	<b>6,516,788</b>

<b>TRANSFERS</b>	
80-33 TRANSFERS OUT (010)	8,124,541
<b>TOTAL TRANSFERS OUT</b>	<b>8,124,541</b>

**TOTAL DEPARTMENT REQUEST** **14,641,329**

**DEBT REQUIREMENT**

<b>Hotel / Conference Center (2011 Bond Series)</b>	
9/1/2017 Principal	970,000
9/1/2017 Interest	420,350
3/1/2018 Interest	413,075
Trustee Fee	2,500
	<b>1,805,925</b>
<i>Revenue Bonds O/S \$22,175,000 as of 6/30/17</i>	
<i>Debt Service Matures Sept. 1, 2033</i>	
<b>Sewer Plant (2011A Bond Series)</b>	
9/1/2017 Interest	676,181
3/1/2018 Principal	3,355,000
3/1/2018 Interest	676,181
Trustee Fee	3,500
	<b>4,710,863</b>
<i>Revenue Bonds O/S \$31,500,000 as of 6/30/17</i>	
<i>Debt Service Matures March 1, 2025</i>	
<b>TOTAL</b>	<b>6,516,788</b>

FUND: 2002 G.O. BOND (269)  
DEPARTMENT: STREET BOND (69)  
DEPARTMENT HEAD: GUY HENSON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	17,934	-	-	-
BENEFITS	5,102	-	-	-
OTHER SERVICES	195	-	-	-
CAPITAL OUTLAY	464,680	3,109,728	2,523,581	569,816
<b>TOTAL</b>	<b>487,911</b>	<b>3,109,728</b>	<b>2,523,581</b>	<b>569,816</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTEREST	69,541	43,000	18,332	10,352
RENTAL INCOME	1,150	-	-	-
REIMBURSEMENTS	140,498	-	-	-
<b>TOTAL</b>	<b>211,189</b>	<b>43,000</b>	<b>18,332</b>	<b>10,352</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	3,411,582	107,173	177,320	3,341,435	6/30/2015
6/30/2015	3,341,435	211,189	487,911	3,064,713	6/30/2016
6/30/2016	3,064,713	18,332	2,523,581	559,464	6/30/2017 - EST
6/30/2017	559,464	10,352	569,816	-	6/30/2018 - EST

PERMANENT STAFFING	FY 17-18	FY 16-17	PERSONNEL POSITIONS SUMMARY:
Property Acquisition Specialist	0	0	
<b>TOTAL</b>	<b>0</b>	<b>0</b>	2014-15 - .25 2015-16 - .25 2016-17 - 0 2017-18 - 0

.25 Property Acquisition Specialist (010-05) in FY 14-15  
.25 Property Acquisition Specialist (269) moved back to Comm Dev (010-05) in FY 16-17

**FINAL BUDGET 2017-2018**

<b>CAPITAL OUTLAY</b>	
40-06 INFRASTRUCTURE	569,816
<b>TOTAL CAPITAL OUTLAY</b>	<b>569,816</b>

**TOTAL DEPARTMENT REQUEST** 569,816

**CAPITAL OUTLAY FY 16-17**

15th & Douglas Intersection	311,093
15th - Lynn Fry to Anderson	1,944,121
SE 15th & Midwest Blvd Intersection - Project 691601	268,367
<b>TOTAL</b>	<b>2,523,581</b>

**CAPITAL OUTLAY FY 17-18**

Roto Mill & Overlay Anderson - SE 29th to SE 15th	350,000
Contingenies or Cost Overruns for SE 15th & Midwest Blvd Intersection or SE 15th - Lynn Fry to Anderson	219,816
<b>TOTAL</b>	<b>569,816</b>

FUND: DISASTER RELIEF & NBHD SVCS CLEANUP (310)  
 DEPARTMENT: DISASTER RELIEF (88) & NBHD SVCS CLEANUP (15)  
 DEPARTMENT HEAD: GUY HENSON

FINAL BUDGET 2017-2018

1510 - NEIGHBORHOOD SERVICES

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	105,529	114,070	114,070	112,947
BENEFITS	29,464	31,610	31,610	32,206
MATERIALS AND SUPPLIES	7,932	5,000	5,000	5,000
OTHER SERVICES	152,023	255,269	251,444	145,000
TOTAL	294,949	405,949	402,124	295,153

PERSONAL SERVICES	
10-01 SALARY	104,569
10-07 ALLOWANCES	780
10-10 LONGEVITY	2,388
10-11 SL BUYBACK - OVER BANK	2,353
10-12 VACATION BUYBACK	1,174
10-13 PDO BUYBACK	783
10-14 SL INCENTIVE	900
<b>TOTAL PERSONAL SERVICES</b>	<b>112,947</b>

BENEFITS	
15-01 SOCIAL SECURITY	8,640
15-02 RETIREMENT	15,813
15-03 GROUP HEALTH INSURANCE	5,786
15-13 LIFE	162
15-14 DENTAL	878
15-20 OVERHEAD HEALTH CARE COST	927
<b>TOTAL BENEFITS</b>	<b>32,206</b>

MATERIALS & SUPPLIES	
20-30 POSTAGE	5,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>5,000</b>

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	85,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>85,000</b>

<b>TOTAL DIVISION REQUEST</b>	<b>235,153</b>
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8810 - SAFETY

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	10,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>10,000</b>

<b>TOTAL DIVISION REQUEST</b>	<b>10,000</b>
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REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
<i>CHARGES FOR SERVICES:</i>				
MOWING	64,737	68,190	68,656	70,725
WRITE OFFS - Mowing	(11,781)	(13,309)	-	-
ADMINISTRATIVE FEE	84,800	85,657	87,148	88,847
WRITE OFFS - ADM FEE	(16,363)	(4,857)	-	-
INTEREST	30,504	29,462	20,913	18,717
MISCELLANEOUS	(995)	-	-	-
TRANSFERS IN	19,750	100,000	78,000	-
TOTAL	170,652	265,143	254,717	178,289

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	1,395,674	710,235	698,061	1,407,848	6/30/15
6/30/2015	1,407,848	170,652	294,949	1,283,551	6/30/16
6/30/2016	1,283,551	254,717	402,124	1,136,144	6/30/17 - EST
6/30/2017	1,136,144	178,289	295,153	1,019,280	6/30/18 - EST

(CONTINUED)



FUND: DISASTER RELIEF & NBHD SVCS CLEANUP (310)  
 DEPARTMENT: DISASTER RELIEF (88) & NBHD SVCS CLEANUP (15)  
 DEPARTMENT HEAD: GUY HENSON  
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**ESTIMATED FUND BALANCE 06/30/17:**

Cash	1,128,942
Accounts Receivable	206,604
Allowance for Doubtful Accounts	(23,860)
Miscellaneous Liabilities	(6,116)
Deferred revenue = A/R - 60 days collections per governmental	(169,425)
<b>TOTAL</b>	<b>1,136,144</b>

PERMANENT STAFFING	FY 17-18	FY 16-17
Neighborhood Services Director	1	1

PERSONNEL  
 POSITIONS  
 SUMMARY:

2014-15 - 1  
 2015-16 - 1  
 2016-17 - 1  
 2017-18 - 1

**8890 - DISASTER**

<b>OTHER SERVICES &amp; CHARGES</b>	
30-40 CONTRACTUAL	50,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>50,000</b>

<b>TOTAL DIVISION REQUEST</b>	<b>50,000</b>
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<b>TOTAL DEPARTMENT REQUEST</b>	<b>295,153</b>
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**CONTRACTUAL (1510 NBHD SERVICES) FY 17-18**

Mowing/Chemicals	85,000
<b>TOTAL</b>	<b>85,000</b>

**CONTRACTUAL (8810 - SAFETY) FY 17-18**

Consulting Services	10,000
<b>TOTAL</b>	<b>10,000</b>

**CONTRACTUAL (8890 - DISASTER) FY 17-18**

Miscellaneous	50,000
<b>TOTAL</b>	<b>50,000</b>

PROPOSED 06/13/2017

**FUND: SALES TAX CAPITAL IMPROVEMENTS (340)**  
**DEPARTMENT HEAD: GUY HENSON**

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TRANSFER OUT	5,574,869	5,475,223	5,423,299	5,458,279
OTHER SERVICES	-	5,077	5,077	5,077
<b>TOTAL</b>	<b>5,574,869</b>	<b>5,480,300</b>	<b>5,428,376</b>	<b>5,463,356</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TAXES	5,572,243	5,572,188	5,425,816	5,460,746
INTEREST (Sewer Only)	2,627	2,633	2,560	2,610
<b>TOTAL</b>	<b>5,574,869</b>	<b>5,574,821</b>	<b>5,428,376</b>	<b>5,463,356</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	-	5,512,228	5,512,228	- 6/30/2015
6/30/2015	-	5,574,869	5,574,869	- 6/30/2016
6/30/2016	-	5,428,376	5,428,376	- 6/30/2017 - EST
6/30/2017	-	5,463,356	5,463,356	- 6/30/2018 - EST

FY 16-17 TAXES	HOTEL 2011	SEWER 2011-A	TOTAL
Sales	2,021,010	3,245,742	5,266,752
Use	-	159,064	159,064
Interest	-	2,560	2,560
	2,021,010	3,407,366	5,428,376

FY 17-18 TAXES	HOTEL 2011	SEWER 2011-A	TOTAL
Sales	2,031,136	3,262,004	5,293,140
Use	-	167,606	167,606
Interest	-	2,610	2,610
	2,031,136	3,432,220	5,463,356

**FINAL BUDGET 2017-2018**

<b>TRANSFERS OUT</b>	
80-50 TRANSFERS OUT (250) - SEWER	3,429,091
80-50 TRANSFERS OUT (250) - HOTEL	1,813,574
80-57 TRANSFERS OUT (157)	215,614
<b>TOTAL TRANSFERS OUT</b>	<b>5,458,279</b>

<b>OTHER SERVICES &amp; CHARGES</b>	
30-86 AUDIT - SEWER	3,129
30-86 AUDIT - HOTEL	1,948
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>5,077</b>

**TOTAL DEPARTMENT REQUEST** **5,463,356**

<b>FUTURE DEBT REQUIREMENT</b>	
<b>Hotel / Conference Center</b>	
2011 Bond Series Deposit Requirements	
Jul - Aug @ 150,892	301,784
Sep - Jun @ 150,929	1,509,290
Trustee Fee	2,500
	<u>1,813,574</u>
<i>Revenue Bonds O/S \$22,175,000 as of 6/30/17</i>	
<i>Debt Service Matures Sept. 1, 2033</i>	
<b>Sewer Plant</b>	
2011A Bond Series Deposit Requirements	
Jul - Feb @ 392,281	3,138,248
Mar - Jun @ 392,418	1,569,672
Trustee Fee	3,500
	<u>4,711,420</u>
<i>Revenue Bonds O/S \$31,500,000 as of 6/30/17</i>	
<i>Debt Service Matures March 1, 2025</i>	
Amount to be paid with sewer fee (186)	(1,282,329)
	<u><u>5,242,665</u></u>

**FUND: G. O. DEBT SERVICE (350)**  
**DEPARTMENT: DEBT SERVICE (GENERAL OBLIGATION BONDS)**  
**DEPARTMENT HEAD: CHRISTY BARRON**

<b>EXPENDITURES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
DEBT SERVICE	1,590,700	1,549,645	1,549,645	376,750
TRANSFER OUT (009)	32,442	15,000	15,000	7,726
<b>TOTAL</b>	<b>1,623,142</b>	<b>1,564,645</b>	<b>1,564,645</b>	<b>384,476</b>

<b>REVENUES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
TAXES	1,522,598	553,313	349,284	342,532
INTEREST	32,442	15,000	15,000	7,726
<b>TOTAL</b>	<b>1,555,040</b>	<b>568,313</b>	<b>364,284</b>	<b>350,258</b>

<b>BUDGETARY FUND BALANCE:</b>	<b>BUDGET FUND BAL.</b>	<b>REVENUES</b>	<b>EXPENSES</b>	<b>FUND BALANCE</b>	
6/30/2014	1,504,442	1,629,419	1,702,514	1,431,347	6/30/2015
6/30/2015	1,431,347	1,555,040	1,623,142	1,363,245	6/30/2016
6/30/2016	1,363,245	364,284	1,564,645	162,884	6/30/2017 - EST
6/30/2017	162,884	350,258	384,476	128,666	6/30/2018 - EST

**FINAL BUDGET 2017-2018**

<b>DEBT SERVICE</b>	
70-01 PRINCIPAL FIRE/POLICE (MAY 1)	325,000
71-01 INTEREST FIRE/POLICE (MAY 1 & NOV 1)	51,350
72-02 FISCAL AGENT FEES - FIRE/POLICE	400
<b>TOTAL DEBT SERVICE</b>	<b>376,750</b>

<b>TRANSFERS</b>	
80-26 CAPITALIZATION (009)	7,726
<b>TOTAL TRANSFERS OUT</b>	<b>7,726</b>

**TOTAL DEPARTMENT REQUEST** 384,476

<b>OUTSTANDING BONDS AS OF 6-30-17</b>	
2006 Public Safety (Maturity 5-1-2021)	1,300,000

FUND: HOSPITAL AUTHORITY (425)  
DEPARTMENT: COMPOUNDED PRINCIPAL 9010  
DEPARTMENT HEAD: GUY HENSON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES & CHARGES	374,246	435,435	431,688	110,000
TRANSFER OUT-INTRA	1,520,665	1,485,775	1,485,775	1,434,152
<b>TOTAL</b>	<b>1,894,911</b>	<b>1,921,210</b>	<b>1,917,463</b>	<b>1,544,152</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	-	-	-	50,000
INVEST. INT. & DIVIDEND	2,014,491	534,204	376,681	452,742
UNREALIZED GAINS / LOSSES	(2,201,381)	-	7,003,418	-
MISCELLANEOUS	7,995	-	1,106,749	-
TRANSFERS IN (194) ROI	300,000	325,000	325,000	825,000
<b>TOTAL</b>	<b>121,105</b>	<b>859,204</b>	<b>8,811,848</b>	<b>827,742</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	62,643,246	5,414,355	1,787,211	66,270,390	6/30/2015
6/30/2015	66,270,390	121,105	1,894,911	64,496,584	6/30/2016
6/30/2016	64,496,584	8,811,848	1,917,463	71,390,969	6/30/2017 - EST
6/30/2017	71,390,969	827,742	1,544,152	70,674,559	6/30/2018 - EST

FINAL BUDGET 2017-2018

COMPOUNDED PRINCIPAL (90-10)	
<b>OTHER SERVICES AND CHARGES</b>	
29-02 TRUSTEE FEES	110,000
<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>110,000</b>
<b>TRANSFERS OUT</b>	
80-01 2% TO DISCRETIONARY	1,434,152
<b>TOTAL TRANSFERS- OUT</b>	<b>1,434,152</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>1,544,152</b>

COMPOUNDED 06/30/2017 ESTIMATED	
CASH & INVESTMENT	71,361,979
LOANS RECEIVABLE	2,921,402
REAL ESTATE	911,994
HELD BY OTHERS	4,193,251
LIABILITIES-DEFERRED REVENUES HMA	(7,997,657)
<b>FUND BALANCE</b>	<b>71,390,969</b>

COMPOUNDED 06/30/2018 ESTIMATED	
CASH & INVESTMENT	74,142,258
LOANS RECEIVABLE	2,721,030
REAL ESTATE	911,994
HELD BY OTHERS	-
LIABILITIES-DEFERRED REVENUES HMA	(7,100,723)
<b>FUND BALANCE</b>	<b>70,674,559</b>

FUND: HOSPITAL AUTHORITY (425)  
 DEPARTMENT: LOAN RESERVE - 9020  
 DEPARTMENT HEAD: GUY HENSON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TRANSFER INTRA-OUT	55,110	56,382	56,382	58,440
TOTAL	55,110	56,382	56,382	58,440

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INVEST. INT. & DIVIDEND	55,110	56,382	56,382	58,440
TOTAL	55,110	56,382	56,382	58,440

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	2,500,000	52,645	52,645	2,500,000	6/30/2015
6/30/2015	2,500,000	55,110	55,110	2,500,000	6/30/2016
6/30/2016	2,500,000	56,382	56,382	2,500,000	6/30/2017 - EST
6/30/2017	2,500,000	58,440	58,440	2,500,000	6/30/2018 - EST

FINAL BUDGET 2017-2018

HOSPITAL EXPANSION LOAN RESERVE (90-20)	
<b>TRANSFERS OUT</b>	
80-94 INTRA TO 9060	58,440
<b>TOTAL TRANSFERS OUT</b>	<u>58,440</u>

**TOTAL DEPARTMENT REQUEST** 58,440

LOAN RESERVE 06/30/2017 ESTIMATED

Bancfirst	3,326,234
Deferred Revenue	(413,117)
Due To 9060 In Lieu Of/ ROR/ MISC.	(413,117)
<b>FUND BALANCE</b>	<u><b>2,500,000</b></u>

LOAN RESERVE 06/30/2018 ESTIMATED

Bancfirst	3,443,106
Deferred Revenue	(471,553)
Due To 9060 In Lieu Of/ ROR/ MISC.	(471,553)
<b>FUND BALANCE</b>	<u><b>2,500,000</b></u>

FUND: HOSPITAL AUTHORITY (425)  
DEPARTMENT: DISCRETIONARY 9050  
DEPARTMENT HEAD: GUY HENSON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	65,133	68,278	64,380	64,307
BENEFITS	19,214	21,357	20,176	27,652
MATERIALS & SUPPLIES	44	900	330	900
OTHER SERVICES	1,711,844	3,921,667	3,798,086	3,645,533
CAPITAL OUTLAY	-	4,483,199	50,000	-
TRANSFERS	150	-	-	-
<b>TOTAL</b>	<b>1,796,385</b>	<b>8,495,401</b>	<b>3,932,972</b>	<b>3,738,392</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTEREST	368,828	104,986	196,143	66,758
UNREALIZED GAINS / LOSSES	(410,413)	-	828,045	-
MISCELLANEOUS	77,266	75,116	74,910	74,916
TRANSFER IN	-	40,000	40,000	719
TRANSFER INTRA-IN (2% MARKET VAL)	1,520,665	1,485,775	1,485,775	1,434,152
<b>TOTAL</b>	<b>1,556,346</b>	<b>1,705,877</b>	<b>2,624,873</b>	<b>1,576,545</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	6,838,638	2,981,147	596,209	9,223,576
6/30/2015	9,223,576	1,556,346	1,796,385	8,983,537
6/30/2016	8,983,537	2,624,873	3,932,972	7,675,438
6/30/2017	7,675,438	1,576,545	3,738,392	5,513,591

FINAL BUDGET 2017-2018

DISCRETIONARY FUNDS (90-50)

PERSONAL SERVICES	
10-01 SALARIES	60,262
10-03 OVERTIME	100
10-07 ALLOWANCES	1,763
10-10 LONGEVITY	525
10-11 SL BUYBACK	532
10-12 VL BUYBACK	468
10-13 PDO BUYBACK	319
10-14 SL INCENTIVE	338
<b>TOTAL PERSONAL SERVICES</b>	<b>64,307</b>

BENEFITS	
15-01 SOCIAL SECURITY	4,919
15-02 RETIREMENT	9,003
15-03 HEALTH INSURANCE	8,627
15-04 WORKERS COMP INSURANCE	680
15-06 TRAVEL & SCHOOL	1,400
15-13 LIFE	134
15-14 DENTAL	918
15-20 OVERHEAD HEALTH CARE COST	603
15-97 RETIREE INSURANCE	719
15-98 RETIREE INSURANCE SUBSIDY	649
<b>TOTAL BENEFITS</b>	<b>27,652</b>

MATERIALS & SUPPLIES	
20-41 SUPPLIES	900
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>900</b>

OTHER SERVICES & CHARGES	
30-01 UTILITIES	450
30-02 TRUSTEE FEES	14,000
30-11 GRANTS	450,000
30-12 OTHER EXPENDITURES	4,500
30-23 UPKEEP OF OTHER PROPERTY	20,000
30-40 CONTRACTUAL	3,150,000
30-85 INSURANCE	1,789
30-86 AUDIT	4,794
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>3,645,533</b>

**TOTAL DEPARTMENT REQUEST** **3,738,392**

(CONTINUED)

**FUND: HOSPITAL AUTHORITY (425)**  
**DEPARTMENT: DISCRETIONARY 9050**  
**DEPARTMENT HEAD: GUY HENSON**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
Grants Manager	0.10	0.10
City Attorney	0.20	0.20
Executive Secretary	0.20	0.20
Trust General Manager	0.075	0.075
Staff Accountant	0.250	0
<b>TOTAL</b>	<b>0.825</b>	<b>0.575</b>

PART TIME	FY 17-18	FY 16-17
Accountant	0	0.18

Staff Accountant moved from part time to full time FY 17-18

**PERSONNEL  
POSITIONS  
SUMMARY:**

2006-07 - 0  
2007-08 - .20  
2008-09 - .20  
2009-10 - .30  
2010-11 - .30  
2011-12 - .30  
2012-13 - .30  
2013-14 - .58  
2014-15 - .58  
2015-16 - .575  
2016-17 - .575  
2017-18 - .825

**DISCRETIONARY 06/30/2017 ESTIMATED**

CASH & INV -JP MORGAN	7,610,375
MOBILE HOME PARK NOTE RECEIVABLE	65,063
<b>FUND BALANCE</b>	<b>7,675,438</b>

**DISCRETIONARY 06/30/2018 ESTIMATED**

CASH & INV -JP MORGAN	5,513,591
<b>FUND BALANCE</b>	<b>5,513,591</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

CONTINGENCIES	50,000
<b>TOTAL</b>	<b>50,000</b>

**CONTRACTUAL (30-40) FY 17-18**

TIF	2,400,000
Utility Relocation	750,000
<b>TOTAL</b>	<b>3,150,000</b>

PROPOSED 06/19/2017

FUND: HOSPITAL AUTHORITY (425)  
 DEPARTMENT: IN LIEU /ROR/MISC. 9060  
 DEPARTMENT HEAD: GUY HENSON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
BENEFITS	2,737	4,500	2,570	4,500
HOS. AUTHO. EXP-RETAINER	140,000	156,666	148,333	148,333
OTHER SERVICES & CHARGES	349,359	55,000	55,000	10,000
CAPITAL OUTLAY	37,633	4,382,893	3,459,095	500,000
DEBT SERVICE	1,856,529	1,856,529	1,856,529	1,856,529
TRANSFER OUT	300,000	175,000	175,000	425,000
<b>TOTAL</b>	<b>2,686,258</b>	<b>6,630,588</b>	<b>5,696,527</b>	<b>2,944,362</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
IN LIEU OF TAXES	935,362	850,000	965,723	927,154
LEASE INCOME	2,238,448	2,238,265	2,238,558	2,238,505
TRANSFER INTRA-IN	55,110	56,382	56,382	58,440
<b>TOTAL</b>	<b>3,228,919</b>	<b>3,144,647</b>	<b>3,260,663</b>	<b>3,224,099</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	2,809,123	3,171,962	2,823,206	3,157,879
6/30/2015	3,157,879	3,228,919	2,686,258	3,700,540
6/30/2016	3,700,540	3,260,663	5,696,527	1,264,676
6/30/2017	1,264,676	3,224,099	2,944,362	1,544,413

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

SE 29th (Newey) Property	3,459,095
<b>TOTAL</b>	<b>3,459,095</b>

**CAPITAL OUTLAY FY 17-18**

SE 29th Widening Project - Additional funding in Fund 194	500,000
<b>TOTAL</b>	<b>500,000</b>

**FINAL BUDGET 2017-2018**

IN LIEU OF TAX / ROR / MISC (90-60)	
<b>BENEFITS</b>	
15-06 TRAVEL	4,500
<b>TOTAL BENEFITS</b>	<b>4,500</b>
<b>HOSPITAL AUTHORITY EXPENSE</b>	
29-13 RETAINER	148,333
<b>TOTAL HOSPITAL AUTHORITY EXPENSE</b>	<b>148,333</b>
<b>OTHER SERVICES AND CHARGES</b>	
30-40 CONTACTUAL	10,000
<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>10,000</b>
<b>CAPITAL OUTLAY</b>	
40-06 INFRASTRUCTURES	500,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>500,000</b>
<b>DEBT SERVICE</b>	
71-01 INTEREST	1,172,560
73-02 PRINCIPAL	683,969
<b>TOTAL DEBT SERVICE</b>	<b>1,856,529</b>
<b>TRANSFERS OUT</b>	
80-33 GENERAL FUND	250,000
80-99 RETIREE INSURANCE (VARIOUS FUNDS)	175,000
<b>TOTAL TRANSFERS OUT</b>	<b>425,000</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>2,944,362</b>

**IN LIEU OF TAXES / ROR / MISC 06/30/2017 ESTIMATED**

Cash & Investment	1,419,387
Loan Reserve Prepayment	(154,711)
<b>FUND BALANCE</b>	<b>1,264,676</b>

**IN LIEU OF TAXES / ROR / MISC 06/30/2018 ESTIMATED**

Cash & Investment	1,699,124
Loan Reserve Prepayment	(154,711)
<b>FUND BALANCE</b>	<b>1,544,413</b>

**CONTRACTUAL (30-40) FY 17-18**

Miscellaneous	10,000
<b>TOTAL</b>	<b>10,000</b>



**CAPITAL OUTLAY - ALL FUNDS  
Request for Fiscal Year 2016-2017**

Department	Project Description	FY 17-18 Request	ACCOUNT
(009) Human Resources	Laserfiche Software	10,000	40-50
(009) Human Resources	Laptop	1,500	40-49
		<b>11,500</b>	
(009) City Attorney	Computer Monitor	250	40-49
		<b>250</b>	
(009) Community Development	(8) Portable Radios	12,628	40-02
(009) Community Development	Distance Measurer	600	40-02
(009) Community Development	(3) I-Pads	1,800	40-49
(009) Community Development	Desktop Computers	4,000	40-49
(009) Community Development	(3) I-Pads for Inspectors	1,500	40-49
(009) Community Development	Autoflush Valves	3,600	40-14
		<b>24,128</b>	
(009) Finance	Replacement Computer Monitors	400	40-49
(009) Finance	(2) Computer Upgrades	500	40-49
(009) Finance	(5) Office Chairs	800	40-02
		<b>1,700</b>	
(009) Street Department	Top Dresser/Compost Spreader	15,000	40-02
(009) Street Department	Asphalt Truck/Hot Box	45,000	40-01
(009) Street Department	Weedeaters/Edgers, etc	2,200	40-02
(009) Street Department	3/4 Ton Pickup	34,000	40-01
(009) Street Department	Zero Turn Mower	7,000	40-02
(009) Street Department	Computer	1,200	40-49
		<b>104,400</b>	
(009) Animal Welfare	Transport Truck	33,000	40-01
		<b>33,000</b>	
(009) Municipal Court	Teller Window Chairs	1,500	40-02
		<b>1,500</b>	
(009) Neighborhood Services	(2) I-Pads	2,000	40-49
(009) Neighborhood Services	(2) Radios	4,000	40-02
		<b>6,000</b>	
(009) Information Technology	IBM Power8 Server	34,700	40-02
(009) Information Technology	Dell Poweredge R7xx Server	15,000	40-02
(009) Information Technology	Fiberoptic Network Line - PWA to Fleet	15,000	40-02
(009) Information Technology	Dell Poweredge R7xx Server (Disaster Recovery Site)	15,000	40-02
		<b>79,700</b>	
<b>SUBTOTAL (009) CAPITAL OUTLAY</b>		<b>262,178</b>	

**CAPITAL OUTLAY - ALL FUNDS  
Request for Fiscal Year 2016-2017**

Department	Project Description	FY 17-18 Request	ACCOUNT
(011) Capital Outlay Reserve	2.5 Million BTU Boiler	55,000	40-14
(011) Capital Outlay Reserve	100 Ton Air Cooled Chiller	52,500	40-14
		<b>107,500</b>	
(013) Street & Alley	Water Line Break Repairs	50,000	40-06
(013) Street & Alley	Residential Street Repair	250,000	40-06
(013) Street & Alley	Roto Mill and Overlay Douglas from SE 4th to SE 10th	100,000	40-06
		<b>400,000</b>	
(015) Street Lighting Fee	Street Lights	200,000	40-06
		<b>200,000</b>	
(016) Reimbursed Projects	Tile for Rig Room	12,382	40-14
		<b>12,382</b>	
(021) Police	(5) Patrol Vehicles	160,000	40-01
(021) Police	Equipment for Vehicles: 5 Patrol	140,000	40-01
(021) Police	(10) Desktop Computers	12,000	40-49
(021) Police	Industrial Shredder	4,000	40-02
(021) Police	Bluetooth Thermal Printers	4,000	40-02
(021) Police	(10) Body Cameras	18,000	40-02
(021) Police	(10) Handheld Radios	50,000	40-02
(021) Police	(5) MCT's and Docking Stations	25,000	40-02
(021) Police	DAE (Drive Array Enclosure)	30,000	40-02
		<b>443,000</b>	
(030) Police State Seizures	Equipment	5,000	40-02
		<b>5,000</b>	
(031) Special Police Projects	Equipment	5,000	40-02
		<b>5,000</b>	
(033) Police Federal	Equipment	5,000	40-02
		<b>5,000</b>	
(036) Police Jail	Industrial Washer & Dryer	11,000	40-02
		<b>11,000</b>	
(041) Fire Department	Computer Replacement	4,000	40-49
(041) Fire Department	Bunker Gear	54,250	40-02
(041) Fire Department	Bunker Boots	2,000	40-02
(041) Fire Department	Kitchen Appliances	2,000	40-02
(041) Fire Department	Radios	12,000	40-02
(041) Fire Department	I-Pads	2,100	40-49
(041) Fire Department	Multi-Year Apparatus Replacement	50,218	40-01
		<b>126,568</b>	
(045) Welcome Center	LED Light Conversion	6,800	40-14
(045) Welcome Center	Automatic Door Opener	9,995	40-14
		<b>16,795</b>	

**CAPITAL OUTLAY - ALL FUNDS  
Request for Fiscal Year 2016-2017**

Department	Project Description	FY 17-18 Request	ACCOUNT
(046) CVB/Economic Development	Desktop Color Printer	2,000	40-02
		<b>2,000</b>	
(050) Drainage Tax	Robin Rd	63,666	40-05
		<b>63,666</b>	
(060) Capital Drainage Improvements	Trackhoe (5 yr funding)	20,000	40-02
(060) Capital Drainage Improvements	Crew Cab Pickup (1st year funding)	20,000	40-01
		<b>40,000</b>	
(061) Storm Water Quality	Street Sweeper	125,000	40-01
(061) Storm Water Quality	Trailer Warning Lights	3,000	40-02
(061) Storm Water Quality	Laptop Computer	1,000	40-49
(061) Storm Water Quality	Tablet Computers	3,050	40-49
		<b>132,050</b>	
(065) Dedicated Tax 2012	(10) 6' Tables	8,500	40-02
(065) Dedicated Tax 2012	(5) Tables at Pool	5,700	40-02
(065) Dedicated Tax 2012	(2) ADA Tables w/Bench Seats	1,800	40-02
(065) Dedicated Tax 2012	Spill Bucket Water Pump	1,500	40-02
(065) Dedicated Tax 2012	Pool Pump	1,500	40-02
(065) Dedicated Tax 2012	Toddler Slide	5,000	40-02
(065) Dedicated Tax 2012	(5) Lifeguard Chairs	6,500	40-02
(065) Dedicated Tax 2012	Aquatek Wheelchair	2,900	40-02
(065) Dedicated Tax 2012	Picnic Tables & Trash Cans	20,000	40-02
(065) Dedicated Tax 2012	30' x 50' Festival Tent	10,000	40-02
(065) Dedicated Tax 2012	Charles Johnson Park Festival Lighting	5,000	40-06
(065) Dedicated Tax 2012	Projects to be Approved by Council (66)	100,000	40-08
(065) Dedicated Tax 2012	Roto Mill and Overlay Douglas from SE 4th to SE 10th	97,000	40-06
(065) Dedicated Tax 2012	HVAC at Pump House	5,000	40-14
		<b>270,400</b>	
(070) Emergency Operations	Furniture Console Upgrade	6,000	40-02
(070) Emergency Operations	Portable Radios	20,000	40-02
(070) Emergency Operations	Emergency Lighting for EOC/Dispatch Center	900	40-14
		<b>26,900</b>	
(075) Public Works Authority	Remodel PWA Offices Conference Room	5,000	40-14
(075) Public Works Authority	Office Furniture	1,000	40-02
(075) Public Works Authority	Replace Flooring in PWA Bathroom	1,920	40-14
(075) Public Works Authority	Replace Carpet in PWA Offices	9,065	40-14
		<b>16,985</b>	
(080) Fleet Services	Shop Equipment/Diganostic Software	8,000	40-02
(080) Fleet Services	Bird Netting	2,000	40-02
(080) Fleet Services	Truck Bed Lifting Fixture	1,000	40-02
(080) Fleet Services	CNG Approved Shop Equipment	21,000	40-02
(080) Fleet Services	Fleet Services Facility Lighting	4,000	40-14
(080) Fleet Services	I-Pad	2,000	40-49
(080) Fleet Services	Computer	2,000	40-49
		<b>40,000</b>	

**CAPITAL OUTLAY - ALL FUNDS  
Request for Fiscal Year 2016-2017**

Department	Project Description	FY 17-18 Request	ACCOUNT
(081) Surplus	North Parking Lot Fencing	3,500	40-15
(081) Surplus	Security System Alarm	3,500	40-14
		<b>7,000</b>	
(115) Activity Fund - 7814	J Barnes Trail Work - Ph 2	18,815	40-06
(115) Activity Fund - 7813	Security Cameras J. Barnes Park	25,000	40-02
		<b>43,815</b>	
(123) Parks & Recreation	Signage for Spirit Trail System	10,000	40-15
(123) Parks & Recreation	Park Bridge Replacement - Ph 1	25,000	40-06
(123) Parks & Recreation	Optimist Park Restroom - Ph 1	40,000	40-07
(123) Parks & Recreation	Bomber Room Patio Renovation	5,000	40-14
(123) Parks & Recreation	(10) 6' Tables - Community Center	4,000	40-02
(123) Parks & Recreation	Computer - Cmty Center	1,500	40-49
(123) Parks & Recreation	Computer for Sr. Center Coordinator	1,500	40-49
(123) Parks & Recreation	Computer for Sr. Center Custodian	1,500	40-49
(123) Parks & Recreation	(15) Golf Carts	60,000	40-02
(123) Parks & Recreation	J Barnes Trail Work - Ph 2	26,185	40-06
		<b>174,685</b>	
(141) CDBG	Computer	1,000	40-49
		<b>1,000</b>	
(157) Capital Improvements	Mid America Park Trail	330,000	40-06
(157) Capital Improvements	Post Rd from SE 15th to SE 29th Trail 1/2 Funding	75,000	
(157) Capital Improvements	Roto Mill and Overlay Douglas from SE 4th to SE 10th	200,000	40-06
		<b>605,000</b>	
(172) Capital Water Improvements	Engineering for Eastside Water	200,000	40-05
(172) Capital Water Improvements	Exterior Paint for Water Plant Tower	80,000	40-05
		<b>280,000</b>	
(178) Construction Loan Payment	NE 23rd Water Line Extension	425,000	40-05
(178) Construction Loan Payment	North Oaks Water Line	75,000	40-05
(178) Construction Loan Payment	Eastside Booster Station PH 1	450,000	40-05
		<b>950,000</b>	
(187) Utility Services	(8) High Back Chairs	1,650	40-02
(187) Utility Services	Wireless Headset	320	40-02
(187) Utility Services	(4) Handheld Radios	6,400	40-02
(187) Utility Services	(8) Lobby Chairs	720	40-02
		<b>9,090</b>	
(188) Capital Sewer	(16) Security Cameras w/Inst. Equipment	10,000	40-02
(188) Capital Sewer	(2) Submersible Pumps	200,000	40-02
		<b>210,000</b>	
(190) Sanitation	Automated Side Loader w/CNG	340,000	40-01
(190) Sanitation	95 Gallon Polycarts	12,900	40-02
(190) Sanitation	Rebuild Dumpsters	133,100	40-02
(190) Sanitation	HD Security Camera	2,000	40-02
(190) Sanitation	ESRI GeoEvent	3,000	40-50
		<b>491,000</b>	

**CAPITAL OUTLAY - ALL FUNDS  
Request for Fiscal Year 2016-2017**

Department	Project Description	FY 17-18 Request	ACCOUNT
(191) Water	Refurbish Turbine Pump #5	30,000	40-02
(191) Water	Refurbish Turbine Pump #4	30,000	40-02
(191) Water	Submersible Pump	14,000	40-02
(191) Water	Air Wash Blower	8,500	40-02
(191) Water	Turbidity Meter	6,000	40-02
(191) Water	Submersible Sludge Pump	17,500	40-02
(191) Water	Ring Saw	4,200	40-02
(191) Water	Fire Hydrants	30,000	40-05
(191) Water	Water Meters & Hardware	65,000	40-05
(191) Water	(2) I-Pads	2,000	40-49
(191) Water	(2) Desktop Computers	2,000	40-49
		<b>209,200</b>	
(192) Sewer	Trailer Flusher	70,000	40-02
(192) Sewer	Maintenance Truck Crane	17,500	40-02
(192) Sewer	Boiler Rebuild	17,000	40-02
(192) Sewer	Golf Cart	3,500	40-02
(192) Sewer	Portable DO Meter	2,200	40-02
(192) Sewer	Power Washer	700	40-02
(192) Sewer	Printer/Copier/Fax Machine	600	40-02
(192) Sewer	Backpack Blower	400	40-02
(192) Sewer	Tap Cutter	2,000	40-02
(192) Sewer	(2) I-Pads	3,000	40-49
		<b>116,900</b>	
(194) Downtown Redevelopment	ADA Transition Plan Implementation (4th Year Funding)	25,000	40-15
(194) Downtown Redevelopment	City Hall Digital Sign Replacement	20,675	40-15
(194) Downtown Redevelopment	29th Street Widening Project	250,000	40-06
(194) Downtown Redevelopment	C-47 Drainage Improvement	100,000	40-06
		<b>395,675</b>	
(196) FF & E Reserve	Banquet Display Equipment	15,000	40-02
(196) FF & E Reserve	Phone System Upgrade	20,000	40-02
(196) FF & E Reserve	Security Camera Upgrade	20,000	40-02
(196) FF & E Reserve	Landscaping/Water Feature Upgrade	25,000	40-05
(196) FF & E Reserve	LED Light Conversion/Parking Lot	12,000	40-06
(196) FF & E Reserve	TBD	75,000	40-08
(196) FF & E Reserve	Reed Center Exhibit Hall/Meeting Rooms Carpet	75,000	40-14
(196) FF & E Reserve	Reed Center Ballroom Doors	12,000	40-14
(196) FF & E Reserve	Hotel Blinds Phase I	70,000	40-14
(196) FF & E Reserve	Emerald Room Buffet Renovation	25,000	40-14
(196) FF & E Reserve	Sheraton Pool Plaster Renovation	10,000	40-14
(196) FF & E Reserve	Computer and Printers	2,000	40-49
		<b>361,000</b>	
(197) Golf Courses	(2) Weedeaters	1,000	40-02
(197) Golf Courses	Drag Mat	500	40-02
		<b>1,500</b>	
(202) Risk	Keyboard & Monitor	400	40-49
(202) Risk	Computer	800	40-49
(202) Risk	Computer	800	40-49
		<b>2,000</b>	

**CAPITAL OUTLAY - ALL FUNDS  
Request for Fiscal Year 2016-2017**

Department	Project Description	FY 17-18 Request	ACCOUNT
(220) Animal Welfare	Transport Truck	5,000	40-01
(220) Animal Welfare	Equipment for Truck	15,000	40-01
		<b>20,000</b>	
(269) GO Bond	Rotomill & Overlay Anderson - SE 29th to SE 15th	350,000	40-06
(269) GO Bond	Contingencies/Cost Overruns- SE 15th/MW Blvd Inter. or SE 15th Lynn Fry to Anderson	219,816	40-06
		<b>569,816</b>	
(425) Hospital Authority - 9060	In Lieu of Taxes/ROR/Misc - INFRASTRUCTURE	500,000	40-06
		<b>500,000</b>	
	<b>GRAND TOTAL CAPITAL OUTLAY</b>	<b>7,134,105</b>	

PROPOSED 06/13/2017



**City Manager**  
100 N. Midwest Boulevard  
Midwest City, OK 73110  
Office 405.739.1204  
[ghenson@midwestcityok.org](mailto:ghenson@midwestcityok.org)  
[www.midwestcityok.org](http://www.midwestcityok.org)

MEMORANDUM

TO: Honorable Mayor and Council

FROM: J. Guy Henson, City Manager

DATE: June 13, 2017

RE: Discussion and consideration of quarterly update reports from the Police and Fire Departments regarding the status of implementation of the Matrix (Police) and ESCI (Fire) Reports.

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Please see the attached reports from the Police and Fire Chiefs. Going forward, the Assistant City Manager, Tim Lyon, and I will be meeting with both Chiefs monthly to review progress and prepare a quarterly report for your review.

J. GUY HENSON  
City Manager

To: Mayor and Council  
From: Brandon Clabes, Police Chief  
Subject: Implementation of the Matrix Study  
Date: June 13, 2017

Honorable Mayor and Council,

A portion of our staff met for strategic planning during March to deliberate the implementation of the Matrix study and here is a synopsis of our conversation. We revised our mission statement and added a vision component. We discussed the Matrix recommendations in detail and provided our approach to the principal conclusions. Also, during budget preparation, we added **measurable performance standards** that align with our goals and objectives.

Midwest City Police Department Strategic Planning Session  
Implementation of the Matrix Report

STAFF PRESENT: Chief Brandon Clabes, Assistant Chief Sid Porter, Major Robert Cornelison, Major David Huff, Captain Mark Teply, Captain Jonathan Goforth, FOP Representatives' Archie Huston and Lonnie Bray

The current mission statement of the Midwest City Police Department states, "*The mission of the Midwest City Police Department is to provide law enforcement services, education and leadership through community oriented policing.*"

After extensive dialog it was determined not to revise or alter the mission statement but to create a vision which would support the above statement.

***Our vision to accomplish the mission statement will be done through partnerships with the community, communication, trust, accountability, innovation, compassion and understanding, mutual respect, equality and diversity.***

Effective immediately, our mission statement and new vision will be distributed to all members of the agency and shall read—

*"The mission of the Midwest City Police Department is to provide law enforcement services, education and leadership through community oriented policing."*

*Our vision to accomplish the mission statement will be done through partnerships with the community, communication, trust, accountability, innovation, compassion and understanding, mutual respect, equality and diversity.*



The final Matrix report was reviewed starting with **Community Views**. Staff was pleased about the positive points cited and discussed the improvement opportunities. Chief Clabes will coordinate with Mike Bower, 911 Director, regarding the need for better training of dispatchers in the area of handling emergency calls from the deaf community. According to Mr. Bower, a portion of the next generation 911 will have capabilities for the hearing impaired to text EOC from multiple devices. It also allows dispatch to text back but the time line for implementation is uncertain.

We will bring in advocates for the hearing impaired to assist with training for our officers when interacting with the deaf community. Our police department lobby has been equipped with a special buzzer to alert civilian personnel when a person with disabilities needs assistance and we have issued pamphlets to all officers on how to interact/deal with the hearing impaired and autistic individuals.

Our agency has taken great strides in working with our minority community through outreach on the streets by walking door-to-door and interacting with the citizens. Additionally, we are identifying appropriate and pertinent sensitivity/implicit bias training for our personnel as it relates the minority community. We are sending a supervisor and officer to De-escalation Training in the near future. Our plan is to “train the trainer” and implement the training throughout the commissioned and civilian personnel.

We currently have a Safe Oklahoma Grant through the Oklahoma Attorney General’s office. It is similar to our former “Weed and Seed” program where we focus on the “weeding” or strict enforcement approach. I have instructed Captain Tepy that in addition to the enforcement component, we will also dedicate hours to going door-to-door in our high impact residential areas for open and positive communications with the citizens we serve.

We then looked at **Employee Views**. A concern has been that we are not proactive however we are efficient in handling calls for service. Statistics prove that from certain time periods, our calls for service are high which eliminates the opportunity for us to be proactive. Thus the recommendation for more manpower. A change in shift deployment could increase deployment efficiencies but not significantly. To assist our proactive times, we are infusing the special investigations unit (supervisor and five investigators) along with the on-call detective during peak hours of activity from now and through the fall to decrease violent crime.

Another issue is that we have not been fully staffed due to retirements, separations, injury leave, training leave, etc. A recommendation of maintaining a 5% level above what is appropriated in the annual budget, however, would be extremely difficult due to decline in sales tax revenues and increase in expenditures. I have an estimated cost on finances associated with additional personnel if you have an interest in viewing this information.

Another suggestion was to monitor and increase emphasis in traffic enforcement. As stated earlier, with decreased manpower our traffic units have been reassigned as district units. This eliminates our ability to focus on traffic safety issues. Calls for service are dictating our deployment and response times.

We have pushed responsibilities down to the lowest level, including the problem solving process model SARA (Scanning, Analysis, Response and Assessment). I have several examples of lieutenants and officers utilizing this process to address issues. We are currently working on some problem businesses and apartment complexes. These are maintained in a file for our accreditation process.

Our investigators are generalist with formal and informal specialties. Due to our size, we do not have the luxury of specialized detectives but they function at a high level of excellence in all endeavors. It is true that their case responsibilities are impacted by some ancillary duties but this is the reality throughout the department. With a shrinking budget, there are times we utilize the expertise of individuals for certain task that otherwise would be contracted out. We will scrutinize this process in the future.

We do have strong case management and an 11 point system that determines if a case will be assigned out. This was emphasized throughout the study but the final draft indicated this was a weakness. We do phone follow ups on all appropriate cases to ensure open communication with the reported victim.

Improvement on case management from a patrol level depends on manpower and activity. The supervisors have the ability to allow the reporting officer to follow up on cases if the shift is in a position to do so. We encourage the line officers to follow a case through to a logical point for training and education purposes.

The study states that our caseloads are low and achieving these results should free up 1.5 detectives to be assigned elsewhere—one to act as a full time training officer. We are functioning with one less detective since the study due to a promotion. Our deployment schematics of personnel has evolved over the years because of less positons and greater responsibilities to include the range, training, sex offender registration, etc. One investigator handles the training module along with the range, sex offenders and runaways—he is not on call. No one is in favor of identifying a full time training officer unless we are fully staffed.

In addressing the jail, the Matrix group was more familiar with county facilities verses municipal jails. There is great value in having your own jail and the Midwest City Police Department jail is 46 years old. It meets current jail standards and received high marks during our annual inspections. We cannot afford a new jail nor can we add personnel due to budget restraints. Management positions have been eliminated which prevents us from dedicating a Lieutenant strictly to the jail operations. According to Matrix, these recommendations were based on various tasks (e.g., visitation and bail bond processing, court and other ancillary duties that require jailers to leave the jail, resulting in lack of direct observation of inmates which is also impacted by an outdated building design. It basically comes down to safety concerns.

Current jail standards state, “Facilities which house more than twenty (20) prisoners shall have on site one (1) dispatcher or control center operator and a minimum of two (2) jailers on the premise”. We have accomplished this by converting from three (3) eight hour shifts in the jail to two (2) twelve hour shifts which provides the appropriate staffing at all times. A schedule is available for review.

We continue to cross train our civilian personnel to handle a variety of job responsibilities. Our current jail and animal welfare contracts have been revised to reflect actual cost to perform services for other jurisdictions. Budget prevents us from transitioning the part-time animal rescue specialist into a full time employee. There is still hope that a General Obligation bond will be presented to the public for a vote and include money to remodel an existing city building for animal adoption purposes or build a new facility.

Training records are mentioned more than once, we are doing an excellent job maintaining department and state training records which are required by statute. It appears to be a duplicate system but it in reality is two different standards.

We have moved to a new employee time clock system, however, the implementation phase is on-going and not maximized the benefits yet.

As you see, we have revised our vision and mission statement. We have included performance markers in our budget process that can be measured.

I will be in discussion with the City Manager on developing a performance reporting system to the City Council and the public which reflect the attainment of goals. This is in addition to the normal process reports that are produced now.

Our work in this area is continuous and will adjust to issues that are contemporaneous in the past, present and future

Respectfully,

Brandon Clabes  
Chief of Police



**Fire Chief Bert Norton**  
**Midwest City Fire Department**  
8201 E Reno Ave  
Midwest City, OK 73110  
Office: 405.739.1341  
bnorton@midwestcityok.org  
www.midwestcityok.org

To: Guy Henson, City Manager  
From: Bert Norton, Fire Chief  
Date: May 30, 2017  
Subject: Emergency Services Consulting International (ESCI) Fire Study Recommendations Update.

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Mr. Henson,

This memo is provided, per your request for an update on the implantation of the recommendations provided by ESCI as a result of their Study.

The ESCI Master Plan for the Fire Department identified 68 key recommendations for consideration. Several items listed in the recommendations were implemented before or soon after the final report was accepted by the Council in February of 2017. For example, the study suggested that we relocate fire-fighting apparatus to station one and that change was implemented and the squad was replaced with a ladder before the study was completed. The choice was made to place a ladder at station one based on the ISO 2.5 mile distribution study methodology used to determine the best location for our town.

The remaining recommendations have been separated into categories and assigned to multiple committees within the Fire Department with our greatest focus on the following recommendations:

- Accurately capture the incident response times as recommended by NFPA 1710 – this poses the biggest challenge due to the involvement of changes to the computer aided dispatching system (CAD) and the financing of those changes. We have been working with the Information Technology Department (IT) and Tyler, the CAD vendor, to see what options are available and the costs associated with them. As a first step, we installed Tyler’s mobile CAD on firetruck iPads for a trial, during which, we noticed that the iPads were using far more data than with a similar product called GeoSafe. This higher data usage pushed our current data plan over its limits, therefore, we our switching service to Verizon in all emergency apparatus with an unlimited data plan so we can continue using Tyler mobile CAD. Another issue associated with the CAD system is the lack of an automatic vehicle location (AVL) system. An AVL system will help Dispatch send the closest recommended unit to emergency calls. Tyler representatives estimate that an operable AVL system is possible by the end of July 2017.
- Evaluation of Policies and Procedures - We are currently working on this recommendation. We have separated the Fire Department Policy from the City Policy and have assigned appropriate personnel to review the policies and make recommendations. We have not had an evaluation process in the Fire Department in past years and we see this as a vital need. After this process is complete, we will have a plan of annually reviewing policies. We are also adding an appendix section to include job descriptions.

- Common Code Books – This recommendation suggests that the Fire Department and the Community Development Department use the same edition of code books. Currently, the Fire Department is using the 2015 International Fire Code (IFC) and Community Development is using the 2009 International Building Code (IBC). The Fire Marshal has been working with them on this. According to Community Development, a series of ordinance changes to adopt new codes, including the 2015 International Building Code, are currently being prepared and will be presented to the City Council in July or August of this year.
- Fire Prevention Plan for Businesses - The last recommendation from ESCI is to have the Fire Prevention section of the Fire Department put a plan in place to annually inspect 100 percent of the current businesses in the City. The Fire Marshal has developed a plan in line with NFPA 1730. The NFPA standard allows the City to divide the businesses into four prioritized categories. The businesses are then inspected according to the category they are placed in. These include:
  - Critical Hazard - 29 occupancies that are businesses vital to the community such as the hospital, utilities and water treatment plants etc.
  - High Hazard - 393 occupancies such as churches, schools, and restaurants.
  - Moderate Hazard - 130 occupancies such as ambulatory health care.
  - Low Hazard - 946 occupancies including storage facilities, convenience stores without cooking capabilities etc. The Low Hazard occupancies are allowed by the NFPA standard to be on a 3-year inspection rotation, while all others are done yearly.

The Fire Prevention Plan for business inspections will not require adding additional personnel to the Fire Marshal's office.

In closing, implementing the above mentioned recommendations will bring great improvements within the Fire Department and City going forward. However, we will diligently work on all the recommendations.



Bert Norton, Fire Chief



The City of  
**MIDWEST CITY**  
COMMUNITY DEVELOPMENT DEPARTMENT -  
ENGINEERING DIVISION

Billy Harless, Community Development Director  
Patrick Menefee, P.E., City Engineer

ENGINEERING DIVISION  
Patrick Menefee, City Engineer  
CURRENT PLANNING DIVISION  
Kellie Gilles, Manager  
COMPREHENSIVE PLANNING  
Julie Shannon, Comprehensive Planner  
BUILDING INSPECTION DIVISION  
Charles Belk, Building Official  
GIS DIVISION  
Kathy Spivey, GIS Coordinator

TO : Honorable Mayor and City Council

FROM : Patrick Menefee, P.E., City Engineer

DATE : June 13th, 2017

SUBJECT : (TS-429) Discussion and consideration of a request for a traffic study, engineering design, and a funding application submittal for a **NEW TRAFFIC SIGNAL** installation at the intersection of South Douglas Boulevard and Orchard Boulevard.

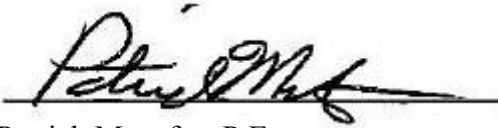
The applicant, Cari Wilburn, and her neighbors have requested a traffic signal installed the intersection of South Douglas Boulevard and Orchard Boulevard. Currently, westbound traffic on Orchard Boulevard terminates into the cross traffic of Douglas Boulevard. The applicant states the high volume of traffic creates an unsafe environment at the intersection for traffic traveling in all three directions to and from this intersection. South Douglas Boulevard is identified as a primary arterial in the 2009 Midwest City Comprehensive Plan. Orchard Boulevard is identified as a local street in the 2009 Midwest City Comprehensive Plan. The speed limit for South Douglas Boulevard is 45 mph and for Orchard Boulevard is 25 mph. Presently, there is a stop sign at this intersection. The resident's petition drive and letter of request are included with this application. Over one hundred citizens within the adjacent Orchard Addition signed the petition in favor of the request.

Attached is the text from the 2009 edition of the **Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD)**, published by the United States Department of Transportation, Federal Highway Administration, regarding the use and applicability of "TRAFFIC SIGNAL" controls.

Initial review of the application shows it meets signal warrants 1, 2, and 3 of **Section 4C.01**. A comprehensive Traffic Signal Warrant Analysis study is requested by city staff for this intersection. If approved, Traffic Engineering Consultants will perform a study that shows the volume of traffic at the intersection meets the attached MUTCD requirements. A set of engineered construction plans would then be generated and the project would be submitted to ACOG's STP-UZA safety program for funding.

Staff presented an overview of this request before the commission and the applicant, Cari Wilburn, was present at the meeting and addressed the commission.

The Traffic and Safety Commission did recommend approval of pursuing a New Traffic Signal installation at the intersection of South Douglas Boulevard and Orchard Boulevard.

A handwritten signature in black ink, appearing to read "Patrick Menefee", is written over a horizontal line.

Patrick Menefee, P.E.  
City Engineer

Attachments

May 9, 2017

Mr. Patrick Menefee, P.E.  
City Engineer  
100 N. Midwest Boulevard  
Midwest City, OK 73110

RE: Traffic and Safety Commission request to have a stop light placed on South Douglas at its intersection with Orchard Blvd.

Dear Commissioners:

We, the residents of the Orchard Addition do here by request placement of stop light at the referenced intersection in order to improve safety and traffic control due to the increase in businesses along Douglas Blvd.

This intersection has high traffic volume, and a high accident history.

The increase traffic volume makes it practically impossible to be able to turn south out of the Orchard Additional which only has two points of egress and access.

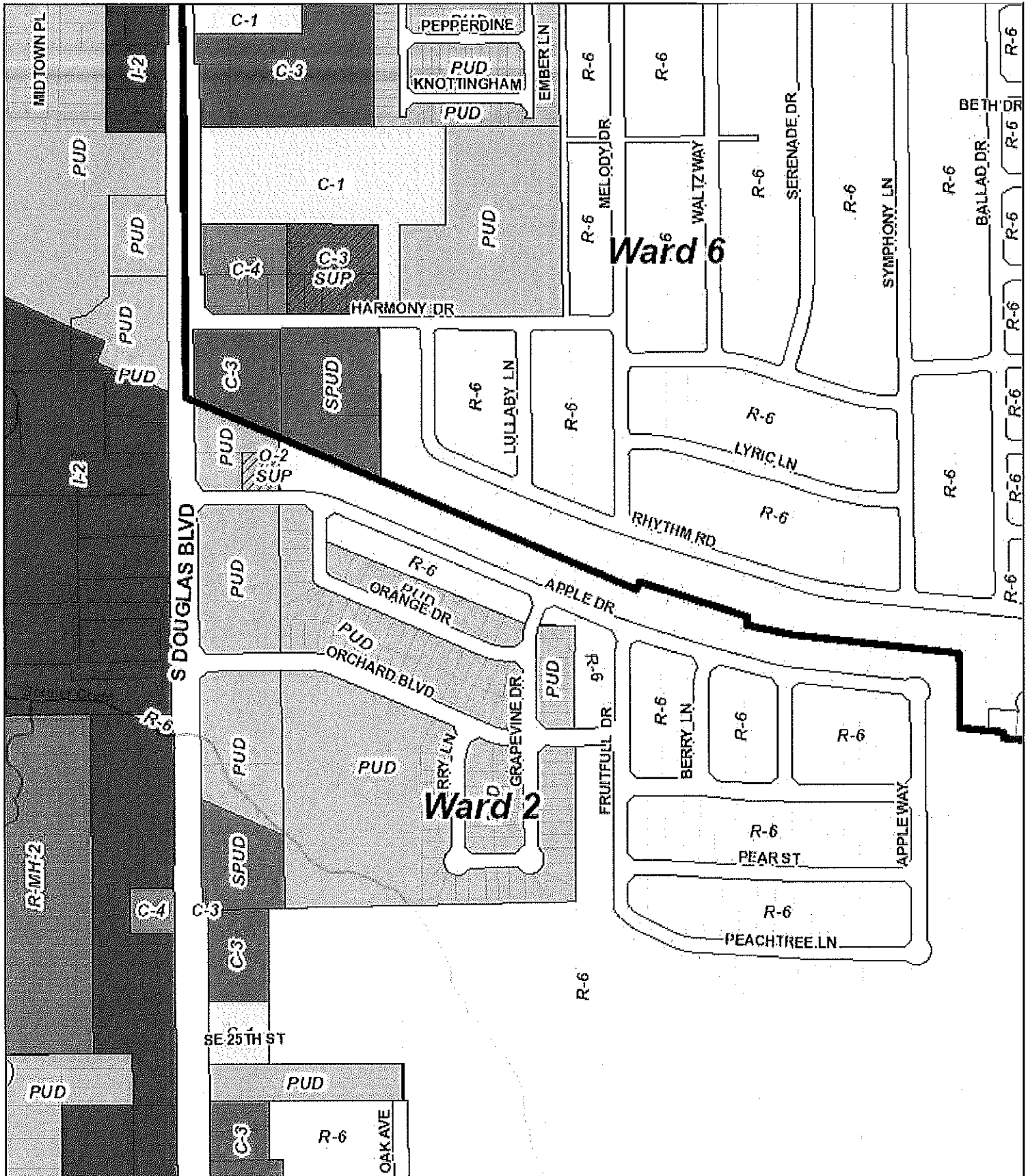
Attached is the required petition form indicating neighborhood agreement with this request.

I may be contacted at 405-837-6926 to discuss my request.

Sincerely,

Cari Wilburn  
9326 Orchard Blvd.  
Midwest City, OK 73130





**1 in = 446 ft**

when printed actual size  
on 6-1/2"x11" paper

**DISCLAIMER**

This map is a general information public resource. The City of Midwest City makes no warranty, representation or guarantee as to the content, accuracy, timeliness or completeness of any of the information provided on this map. Any party's use or reliance on this map, or any information on it, is at that party's own risk and without liability to the City of Midwest City, its officials or its employees for any discrepancies, errors or omissions that may exist.



The City of  
**MIDWEST CITY**

COMMUNITY DEVELOPMENT DEPARTMENT - ENGINEERING DIVISION

Billy Harless, Community Development Director

Patrick Menefee, P.E., City Engineer

**TRAFFIC AND SAFETY COMMISSION PETITION**

We, the undersigned, request that the Midwest City Traffic and Safety Commission consider the following request(s): **We, the residents of Orchard Addition, request placement of a signal light at the intersection of Orchard Blvd. and S. Douglas Blvd. in order to improve safety.**

**PETITION CONTACT PERSON:**

Name: Cari Wilburn

Address: 9326 Orchard Blvd., Midwest City, OK 73130

Phone: (405) 610-2169

**NOTE : ONLY ONE SIGNATURE PER ADDRESS IS NECESSARY.. ALL AFFECTED RESIDENTS MUST SIGN THIS PETITION INDICATING AGREEMENT OR DISAGREEMENT.**

**Check as appropriate:**

Name	Address	Are you an owner or a tenant?	Do you agree or disagree with the request?
Daniel Banks	9229 Apple Dr.	<input checked="" type="radio"/> Owner <input type="radio"/> Tenant	<input checked="" type="radio"/> Agree <input type="radio"/> Disagree
Linise Banks	9229 Apple Dr.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Dustin Turner	9124 Apple Dr.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

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Check as appropriate:

Name	Address	Are you an owner or a tenant?		Do you agree or disagree with the request?	
		Owner	Tenant	Agree	Disagree
<i>John W. Meyer</i>	9109 APPLE MWE	X		X	
<i>Thomas P. Roberts</i>	2413 Grapevine DR MWE, OK 73130	X		X	
Sarah LaForest	9410 Peachtree Ln	X		X	
<i>Brad LaForest</i>	9410 Peachtree Ln	X		X	
<i>Quia Hay</i>	2329 Orange Dr		X	X	
<i>Steve Hay</i>	2329 Orange Dr.		X	X	
<i>Carl Wimmer</i>	2325 Orange Dr		X	X	
Brandie Cole	9311 Peachtree Ln		X	X	
David Eble	9311 Peachtree Lane		X	X	
Darren Schaff	9400 Pear St.	X		X	
Dianne Schaff	9400 Pear St.	X		X	
Cortez J. Madison		X	PEAR ST	X	
<del>Carl</del> Yvonne Madison		X	PEAR ST	X	
Chalonda Branch	2329 Berry Ln	X		X	
MICHAEL BRANCH	2329 BERRY LANE	OWNER		AGREE	
Richard Stephens	9404 Orchard Blvd	X		X	

Check as appropriate:

Name	Address	Are you an owner or a tenant?		Do you agree or disagree with the request?	
		Owner	Tenant	Agree	Disagree
Kristin Wright	9414 Peachtree Lane MWC, OK 73130	X		X	
Ronald K. Sandhop	9406 Peachtree MWC OK 73130	X		X	
Monica Ferris	9402 Peachtree Lane MWC, OK 73130	X		X	
Jane L. Sandhop	9406 Peachtree Ln mwc, ok 73130	X			
Mitch Zebest	9512 Peachtree Ln MWC OK 73130	X		X	
Melissa Turner	2428 Appleway mwc, ok 73130			X	
Mallon McKeown	9508 Peachtree Ln mwc, ok 73130			X	
Craig McGuire	9419 Peachtree Ln Midwest City, OK 73130	X		X	
Tara Tappan	9423 Peachtree Ln mwc, ok 73130				
Julie Reineke	9411 Peachtree mwc, 73130	X		X	
Megan Newnam	9403 Peachtree Lane MWC, OK 73130	X		X	
CHARLES NEWNAM	9403 PEACHTREE LN MWC OK 73130	X		X	
Lorraine Williams	9407 Peachtree Ln MWC, OK 73130	X		X	
Amanda Wehler	9330 Peachtree Ln mwc, ok 73130	X		X	
Carey Wilbur	9326 Orchard Blvd mwc, ok 73130	X		X	
Cynthia Rodart	24136 DAVEY DR MWC, OK 73130			X	
JAMES J. WYWARD	9113 APPLE DR MWC OK 73130			X	

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Check as appropriate:

Name	Address	Are you an owner or a tenant?		Do you agree or disagree with the request?	
		Owner	Tenant	Agree	Disagree
Sarah LaForest	9410 Peachtree Ln	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Bard LaForest	9410 Peachtree Ln	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Quia Hays	2329 Orange Dr	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Step Hays	2329 Orange Dr	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Carl W	2325 Orange Dr	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Barbara Thde	9311 Peachtree Ln	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
David Eble	9311 Peachtree Ln	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Darren Schaff	9400 Pear St	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Dianne Schaff	9400 Pear St	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Coffez J. Madison	PEAR ST	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Yvonne Madison	PEAR ST	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Chalonda Branch	2329 Berry Ln	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
MICHAEL BRANCH	2329 BERRY LANE	OWNER		AGREE	
Bernice Johnson	9323 Peachtree Lane	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Richard Stephens	9404 Orchard Blvd	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
ERIC ZACH	2317 FRUITFUL NR	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
CARISSA ZACH	2317 FRUITFUL NR	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	

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Check as appropriate:

Name	Address	Are you an owner or a tenant?		Do you agree or disagree with the request?	
		Owner	Tenant	Agree	Disagree
Mary Wells	844 E. Steed	X		X	
Gregory Klee	9507 Peachtree	X		X	
GWENOA LANTZ	9132 APPLE DR		X	X	
Shedra Dudley	9316 Pearst		X	X	
Leicia Sneed	9305 Apple Dr.	X		X	
Frances Pindexter	9213 Apple Dr	X		X	
Rhonda Darling	9308 Peachtree Lane	X		X	
Danielle Darling	9308 Peachtree Lane		X	X	
Robert L. Tanksey	9220 Orange Dr	X		X	
Pat Tanksey	9220 Orange Dr.	X		X	
Carl W	2325 Orange Dr	X		X	
Virvin Drummond	2325 Orange Dr.	X		X	
James Ferris	4402 Peachtree Lane	X		X	

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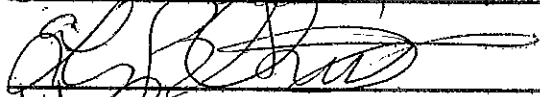
Check as appropriate:

Name	Address	Are you an owner or a tenant?		Do you agree or disagree with the request?	
		Owner	Tenant	Agree	Disagree
Nathalie Stephens	9404 Orchard Blvd MWC	✓		✓	
Marcella Nash	2301 Spur Dr MWC			✓	
Bruce Hamini	2413 Fruitful Dr	✓	AA	✓	
Jazmin Minns	9405 Apple Dr		✓	✓	
Keith Williams	9405 Pear St	✓		✓	
Hilda Williams	9405 Pear St	✓		✓	
⊗ Robbin Yelverton	9405 Apple Dr			✓	
Iwan Yelverton	9405 Apple Dr			✓	
Cory Stockton	2412 Apple Way	✓		✓	
James Bergman	2328 Apple Way	✓		✓	
MICHAEL SMITH	2412 APPLE WAY	✓		✓	
Dave Thomas	9415 Orchard	✓		✓	
Pamela Reid	9221 Apple Dr	✓		✓	
Leanne Thomas	9415 Orchard	✓		✓	
Misty Bergman	2328 Appleway	✓		✓	
Cynthia Klee	9507 Pilschke Lane MWC, OK 73130	✓		✓	
Pete	9241 APPLE DR MWC 73130	✓		✓	

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# Traffic Light

Check as appropriate:

Name	Address	Are you an owner or a tenant?		Do you agree or disagree with the request?	
		Owner	Tenant	Agree	Disagree
Michelle Woolridge	9419 Orchard Blvd		T		A
Avery Woolridge	9419 Orchard		T		A
Debbie Doherty	For Welsburn				A
					A
Hilary Sweetman					A
Angie Saulsbery	2326 Berry Lane	O			A
David Saulsbery	2326 Berry Lane	O			A
Cherity Burke	9212 Orange Dr.	O			A
Cody Burke	9212 Orange Dr.	O			A
Chantel Harris	2328 Fruitful Dr.	O			A
Andre Harris	2328 Fruitful Dr.	O			A



Check as appropriate:

Name	Address	Are you an owner or a tenant?		Do you agree or disagree with the request?	
		Owner	Tenant	Agree	Disagree
Ruth Walcott	9300 ORCHARD AVE # 921		TENANT	AGREE	
GARY Yee	9300 ORCHARD BLVD # 422		TENANT	AGREE	
Chanell Long	9332 Peachtree Ln	owner		Agree	

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# Traffic Signal

Check as appropriate:

Name	Address	Are you an owner or a tenant?		Do you agree or disagree with the request?	
		Owner	Tenant	Agree	Disagree
Faith Kittmer	9226 Apple Dr		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Pat Vega	9212 Apple Dr		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Vernie Vega	9212 Apple Dr		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Barbara Maubly	9217 Apple		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Carissa Zaus	2317 Fruitfield Dr		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

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Check as appropriate:

Name	Address	Are you an owner or a tenant?		Do you agree or disagree with the request?	
		Owner	Tenant	Agree	Disagree
Felicia Wood	9133 Apple Dr	X		X	
Rayson Wyatt	9201 Apple Dr	X		X	
Tom Andrew	9205 Apple Dr	X		X	
Kay Nicholas	9209 Apple Dr	X		X	
Eddie Simpson		X		X	
Lynn Howard		X		X	
Aleisha Williams	9228 Apple	X		X	
Meaghan McEwen	9232 Apple	X		X	
Justin Galt		X		X	

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The City of  
**MIDWEST CITY**

COMMUNITY DEVELOPMENT DEPARTMENT - ENGINEERING DIVISION

Billy Harless, Community Development Director

Patrick Menefee, P.E., City Engineer

## TRAFFIC AND SAFETY COMMISSION PETITION

We, the undersigned, request that the Midwest City Traffic and Safety Commission consider the following request(s): **We, the residents of Orchard Addition, request placement of a signal light at the intersection of Orchard Blvd. and S. Douglas Blvd. in order to improve safety.**

**PETITION CONTACT PERSON:**

Name: Cari Wilburn

Address: 9326 Orchard Blvd., Midwest City, OK 73130

Phone: (405) 610-2169 405 837-6926 cell

**NOTE : ONLY ONE SIGNATURE PER ADDRESS IS NECESSARY.. ALL AFFECTED RESIDENTS MUST SIGN THIS PETITION INDICATING AGREEMENT OR DISAGREEMENT.**

**Check as appropriate:**

Name	Address	Are you an owner or a tenant?		Do you agree or disagree with the request?	
		Owner	Tenant	Agree	Disagree
GUEVARA WILFREDO	9419 PEACHTREE LN MWC 73130		X		X
HERBERT & GLADYS PHILIPPI	9415 PEACHTREE LA MWC, 73130	X		X	

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Engineering Division (405) 739-1220 • FAX (405) 739-1399 • TDD (405) 739-1359  
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Check as appropriate:

Name	Address	Are you an owner or a tenant?		Do you agree or disagree with the request?	
		Owner	Tenant	Agree	Disagree
Susan Swanson	2429 Fruitful Dr.	X		X	
Rodney Swanson	2429 Fruitful Dr.	X		X	
Kimberly Wynns	9317 Apple Dr	X		X	
Kenny Wynns	9317 Apple Dr	X		X	
Melissa Mortimer	9400 Orchard Blvd	X		X	
Cory Mortimer	9400 Orchard Blvd	X		X	
Roy ALBERTSON	9409 PEAR ST	X		X	
Jennifer Lozano	9409 Pear St		X	X	
DOWNIE ALBERSON	1909 Albert Dr.		X	X	
Mindy Zebert	9512 Peachtree Ln	X		X	
Mitchell Zebert	9512 Peachtree Ln	X		X	
Dan White	9318 Orchard Blvd			X	
Lois White	9318 Orchard Blvd			X	
Gisele Walker	2317 Berry Lane			X	
ADAM WALKER	2317 BERRY LANE			X	
Kari Cherry	9233 Apple Dr.			X	
Jessie Cherry	9233 Apple Dr.			X	

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Check as appropriate:

Name	Address	Are you an owner or a tenant?		Do you agree or disagree with the request?	
		Owner	Tenant	Agree	Disagree
Nathalie Stephens	9404 Orchard Blvd	✓		✓	
Bruce HAMID	2413 Fruitful	✓		✓	
Jazmin Minns	9405 Apple Dr		✓	✓	
Keith Williams	9405 Pear St	✓		✓	
Hilda Williams	9405 Pear St	✓		✓	
Robbin Yelverton	9405 Apple	✓		✓	
Yusef Nash	2301 Spur Dr		X	X	
Ivan Yelverton	9405 Apple Dr	✓		✓	
MEGAN SMITH	2412 APPLE WAY	✓		✓	
Cory Stockton	2412 Apple Way	✓		✓	
James Bergman	2328 Appleway	✓		✓	
Leverne Thomas	9415 Orchard	✓		✓	
Dee Thomas	9415 Orchard Blvd	✓		✓	
Paulette Rein	9221 Apple Dr	✓		✓	
Misty Benjamin	2328 Appleway	✓		✓	
Cynthia Klee	9507 Peachtree Lane MWC, OK 73130	✓		✓	
Arzela	9241 APPLE DR MWC 73130	✓		✓	

Check as appropriate:

Name	Address	Are you an owner or a tenant?		Do you agree or disagree with the request?	
		Owner	Tenant	Agree	Disagree
Stacy Swanson	2429 Fruitful Dr.	X		X	
Rodney Swanson	2429 Fruitful Dr.	X		X	
Kimberly Wynns	9317 Apple Dr.	X		X	
Kenny Wynns	9317 Apple Dr.	X		X	
Melissa Mortimer	9400 Orchard	X		X	
Cory Mortimer	9400 Orchard	X		X	
Roy ALBERTSON	9409 PEARST	X		X	
Mary Wells	894 E. Steed	X		X	
Mindy Zebert	9512 Peachtree Ln	X		X	
Mitchell Zebert	9512 Peachtree Ln	X		X	
Dan White	9318 Orchard Blvd	X		X	
Gisele Walko	2317 BERRY LANE	X		X	
ADAM WALKO	2317 BERRY LANE	X		X	
Kari Cherry	9233 Apple Dr.	X		X	
Jessie Cherry	9233 Apple Dr.	X		X	
Gregory Klee	9507 Peachtree Lane	X		X	
GWENOA LANTZ	9132 APPLE DR	X		X	

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Check as appropriate:

Name	Address	Are you an owner or a tenant?		Do you agree or disagree with the request?	
		Owner	Tenant	Agree	Disagree
Kristin Wright	9414 Peachtree Lane MWC, OK 73130	X		X	
Ronald E. Sandhop	9406 Peachtree Ln. MWC, OK 73130	X		X	
Jane L. Sandhop	9406 Peachtree Ln MWC, OK 73130	X		X	
Monica Ferris	9402 Peachtree Lane & MWC, OK 73130			X	
Craig McGuire	9419 Peachtree Ln Midwest City, OK 73130			X	
Mindy Zebert	9512 Peachtree Ln MWC, OK 73130	X		X	
Melissa Turner	2478 Apple Way MWC, OK 73130	X		X	
Mallori McKeown	9508 Peachtree Ln MWC, OK 73130	X		X	
Julie Reineke	9411 Peachtree Lane MWC, OK 73130	X		X	
Megan Newnam	9403 Peachtree Ln MWC, OK 73130	X		X	
Lorraine Williams	9407 Peachtree Ln MWC, OK 73130	X		X	
Amanda Wahl	9336 Peachtree Ln MWC, OK 73130	X		X	
Cari Wilburn	9326 Orchard Blvd MWC, OK 73130	X		X	
Cynthia Roberts	2413 Grapevine Dr. MWC, OK 73130			X	
James J. Wyward	9113 Apple Dr MWC, OK 73130			X	
Jessie Meep	9109 Apple Dr MWC, OK 73130	X		X	
Chorah Roberts	2413 Grapevine Dr MWC, OK 73130	X		X	

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Check as appropriate:

Name	Address	Are you an owner or a tenant?		Do you agree or disagree with the request?	
		Owner	Tenant	Agree	Disagree
Jennifer Lozano	9409 Pear St	X		X	
DONNA ALBERTSON	1909 Albert Dr		v	X	
FRANCES Poindexter	9213 Apple Dr			X	
Rhonda Darity	9308 Peachtree Lane	X		X	
Danalle Darity	9308 Peachtree	X		X	
Path Tankley	9220 Orange	X		X	
Robert L. Pankstey	9220 Orange	X		X	
Virain Drummer	2325 Orange			X	
Bernice Johnson	9323 Peachtree Ln.	X		X	
Carissa Zach	2817 Fritchell Dr			X	

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## CHAPTER 4C. TRAFFIC CONTROL SIGNAL NEEDS STUDIES

### Section 4C.01 Studies and Factors for Justifying Traffic Control Signals

#### Standard:

- 01 An engineering study of traffic conditions, pedestrian characteristics, and physical characteristics of the location shall be performed to determine whether installation of a traffic control signal is justified at a particular location.
- 02 The investigation of the need for a traffic control signal shall include an analysis of factors related to the existing operation and safety at the study location and the potential to improve these conditions, and the applicable factors contained in the following traffic signal warrants:

Warrant 1, Eight-Hour Vehicular Volume

Warrant 2, Four-Hour Vehicular Volume

Warrant 3, Peak Hour

Warrant 4, Pedestrian Volume

Warrant 5, School Crossing

Warrant 6, Coordinated Signal System

Warrant 7, Crash Experience

Warrant 8, Roadway Network

Warrant 9, Intersection Near a Grade Crossing

- 03 The satisfaction of a traffic signal warrant or warrants shall not in itself require the installation of a traffic control signal.

#### Support:

- 04 Sections 8C.09 and 8C.10 contain information regarding the use of traffic control signals instead of gates and/or flashing-light signals at highway-rail grade crossings and highway-light rail transit grade crossings, respectively.

#### Guidance:

- 05 A traffic control signal should not be installed unless one or more of the factors described in this Chapter are met.
- 06 A traffic control signal should not be installed unless an engineering study indicates that installing a traffic control signal will improve the overall safety and/or operation of the intersection.
- 07 A traffic control signal should not be installed if it will seriously disrupt progressive traffic flow.
- 08 The study should consider the effects of the right-turn vehicles from the minor-street approaches. Engineering judgment should be used to determine what, if any, portion of the right-turn traffic is subtracted from the minor-street traffic count when evaluating the count against the signal warrants listed in Paragraph 2.
- 09 Engineering judgment should also be used in applying various traffic signal warrants to cases where approaches consist of one lane plus one left-turn or right-turn lane. The site-specific traffic characteristics should dictate whether an approach is considered as one lane or two lanes. For example, for an approach with one lane for through and right-turning traffic plus a left-turn lane, if engineering judgment indicates that it should be considered a one-lane approach because the traffic using the left-turn lane is minor, the total traffic volume approaching the intersection should be applied against the signal warrants as a one-lane approach. The approach should be considered two lanes if approximately half of the traffic on the approach turns left and the left-turn lane is of sufficient length to accommodate all left-turn vehicles.
- 10 Similar engineering judgment and rationale should be applied to a street approach with one through/left-turn lane plus a right-turn lane. In this case, the degree of conflict of minor-street right-turn traffic with traffic on the major street should be considered. Thus, right-turn traffic should not be included in the minor-street volume if the movement enters the major street with minimal conflict. The approach should be evaluated as a one-lane approach with only the traffic volume in the through/left-turn lane considered.
- 11 At a location that is under development or construction and where it is not possible to obtain a traffic count that would represent future traffic conditions, hourly volumes should be estimated as part of an engineering study for comparison with traffic signal warrants. Except for locations where the engineering study uses the satisfaction of Warrant 8 to justify a signal, a traffic control signal installed under projected conditions should have an engineering study done within 1 year of putting the signal into stop-and-go operation to determine if the signal is justified. If not justified, the signal should be taken out of stop-and-go operation or removed.
- 12 For signal warrant analysis, a location with a wide median, even if the median width is greater than 30 feet, should be considered as one intersection.

## Option:

- 13 At an intersection with a high volume of left-turn traffic from the major street, the signal warrant analysis may be performed in a manner that considers the higher of the major-street left-turn volumes as the "minor-street" volume and the corresponding single direction of opposing traffic on the major street as the "major-street" volume.
- 14 For signal warrants requiring conditions to be present for a certain number of hours in order to be satisfied, any four sequential 15-minute periods may be considered as 1 hour if the separate 1-hour periods used in the warrant analysis do not overlap each other and both the major-street volume and the minor-street volume are for the same specific one-hour periods.
- 15 For signal warrant analysis, bicyclists may be counted as either vehicles or pedestrians.

## Support:

- 16 When performing a signal warrant analysis, bicyclists riding in the street with other vehicular traffic are usually counted as vehicles and bicyclists who are clearly using pedestrian facilities are usually counted as pedestrians.

## Option:

- 17 Engineering study data may include the following:
- A. The number of vehicles entering the intersection in each hour from each approach during 12 hours of an average day. It is desirable that the hours selected contain the greatest percentage of the 24-hour traffic volume.
  - B. Vehicular volumes for each traffic movement from each approach, classified by vehicle type (heavy trucks, passenger cars and light trucks, public-transit vehicles, and, in some locations, bicycles), during each 15-minute period of the 2 hours in the morning and 2 hours in the afternoon during which total traffic entering the intersection is greatest.
  - C. Pedestrian volume counts on each crosswalk during the same periods as the vehicular counts in Item B and during hours of highest pedestrian volume. Where young, elderly, and/or persons with physical or visual disabilities need special consideration, the pedestrians and their crossing times may be classified by general observation.
  - D. Information about nearby facilities and activity centers that serve the young, elderly, and/or persons with disabilities, including requests from persons with disabilities for accessible crossing improvements at the location under study. These persons might not be adequately reflected in the pedestrian volume count if the absence of a signal restrains their mobility.
  - E. The posted or statutory speed limit or the 85<sup>th</sup>-percentile speed on the uncontrolled approaches to the location.
  - F. A condition diagram showing details of the physical layout, including such features as intersection geometrics, channelization, grades, sight-distance restrictions, transit stops and routes, parking conditions, pavement markings, roadway lighting, driveways, nearby railroad crossings, distance to nearest traffic control signals, utility poles and fixtures, and adjacent land use.
  - G. A collision diagram showing crash experience by type, location, direction of movement, severity, weather, time of day, date, and day of week for at least 1 year.
- 18 The following data, which are desirable for a more precise understanding of the operation of the intersection, may be obtained during the periods described in Item B of Paragraph 17:
- A. Vehicle-hours of stopped time delay determined separately for each approach.
  - B. The number and distribution of acceptable gaps in vehicular traffic on the major street for entrance from the minor street.
  - C. The posted or statutory speed limit or the 85<sup>th</sup>-percentile speed on controlled approaches at a point near to the intersection but unaffected by the control.
  - D. Pedestrian delay time for at least two 30-minute peak pedestrian delay periods of an average weekday or like periods of a Saturday or Sunday.
  - E. Queue length on stop-controlled approaches.

**Section 4C.02 Warrant 1, Eight-Hour Vehicular Volume**

## Support:

- 01 The Minimum Vehicular Volume, Condition A, is intended for application at locations where a large volume of intersecting traffic is the principal reason to consider installing a traffic control signal.
- 02 The Interruption of Continuous Traffic, Condition B, is intended for application at locations where Condition A is not satisfied and where the traffic volume on a major street is so heavy that traffic on a minor intersecting street suffers excessive delay or conflict in entering or crossing the major street.
- 03 It is intended that Warrant 1 be treated as a single warrant. If Condition A is satisfied, then Warrant 1 is satisfied and analyses of Condition B and the combination of Conditions A and B are not needed. Similarly, if Condition B is satisfied, then Warrant 1 is satisfied and an analysis of the combination of Conditions A and B is not needed.

**Standard:**

04 **The need for a traffic control signal shall be considered if an engineering study finds that one of the following conditions exist for each of any 8 hours of an average day:**

- A. The vehicles per hour given in both of the 100 percent columns of Condition A in Table 4C-1 exist on the major-street and the higher-volume minor-street approaches, respectively, to the intersection; or
- B. The vehicles per hour given in both of the 100 percent columns of Condition B in Table 4C-1 exist on the major-street and the higher-volume minor-street approaches, respectively, to the intersection.

In applying each condition the major-street and minor-street volumes shall be for the same 8 hours. On the minor street, the higher volume shall not be required to be on the same approach during each of these 8 hours.

**Option:**

05 If the posted or statutory speed limit or the 85th-percentile speed on the major street exceeds 40 mph, or if the intersection lies within the built-up area of an isolated community having a population of less than 10,000, the traffic volumes in the 70 percent columns in Table 4C-1 may be used in place of the 100 percent columns.

**Guidance:**

06 *The combination of Conditions A and B is intended for application at locations where Condition A is not satisfied and Condition B is not satisfied and should be applied only after an adequate trial of other alternatives that could cause less delay and inconvenience to traffic has failed to solve the traffic problems.*

**Standard:**

07 **The need for a traffic control signal shall be considered if an engineering study finds that both of the following conditions exist for each of any 8 hours of an average day:**

- A. The vehicles per hour given in both of the 80 percent columns of Condition A in Table 4C-1 exist on the major-street and the higher-volume minor-street approaches, respectively, to the intersection; and
- B. The vehicles per hour given in both of the 80 percent columns of Condition B in Table 4C-1 exist on the major-street and the higher-volume minor-street approaches, respectively, to the intersection.

These major-street and minor-street volumes shall be for the same 8 hours for each condition; however, the 8 hours satisfied in Condition A shall not be required to be the same 8 hours satisfied in Condition B. On the minor street, the higher volume shall not be required to be on the same approach during each of the 8 hours.

**Table 4C-1. Warrant 1, Eight-Hour Vehicular Volume**

**Condition A—Minimum Vehicular Volume**

Number of lanes for moving traffic on each approach		Vehicles per hour on major street (total of both approaches)				Vehicles per hour on higher-volume minor-street approach (one direction only)			
Major Street	Minor Street	100% <sup>a</sup>	80% <sup>b</sup>	70% <sup>c</sup>	56% <sup>d</sup>	100% <sup>a</sup>	80% <sup>b</sup>	70% <sup>c</sup>	56% <sup>d</sup>
1	1	500	400	350	280	150	120	105	84
2 or more	1	600	480	420	336	150	120	105	84
2 or more	2 or more	600	480	420	336	200	160	140	112
1	2 or more	500	400	350	280	200	160	140	112

**Condition B—Interruption of Continuous Traffic**

Number of lanes for moving traffic on each approach		Vehicles per hour on major street (total of both approaches)				Vehicles per hour on higher-volume minor-street approach (one direction only)			
Major Street	Minor Street	100% <sup>a</sup>	80% <sup>b</sup>	70% <sup>c</sup>	56% <sup>d</sup>	100% <sup>a</sup>	80% <sup>b</sup>	70% <sup>c</sup>	56% <sup>d</sup>
1	1	750	600	525	420	75	60	53	42
2 or more	1	900	720	630	504	75	60	53	42
2 or more	2 or more	900	720	630	504	100	80	70	56
1	2 or more	750	600	525	420	100	80	70	56

<sup>a</sup> Basic minimum hourly volume

<sup>b</sup> Used for combination of Conditions A and B after adequate trial of other remedial measures

<sup>c</sup> May be used when the major-street speed exceeds 40 mph or in an isolated community with a population of less than 10,000

<sup>d</sup> May be used for combination of Conditions A and B after adequate trial of other remedial measures when the major-street speed exceeds 40 mph or in an isolated community with a population of less than 10,000

## Option:

- 08 If the posted or statutory speed limit or the 85th-percentile speed on the major street exceeds 40 mph, or if the intersection lies within the built-up area of an isolated community having a population of less than 10,000, the traffic volumes in the 56 percent columns in Table 4C-1 may be used in place of the 80 percent columns.

**Section 4C.03 Warrant 2, Four-Hour Vehicular Volume**

## Support:

- 01 The Four-Hour Vehicular Volume signal warrant conditions are intended to be applied where the volume of intersecting traffic is the principal reason to consider installing a traffic control signal.

**Standard:**

- 02 **The need for a traffic control signal shall be considered if an engineering study finds that, for each of any 4 hours of an average day, the plotted points representing the vehicles per hour on the major street (total of both approaches) and the corresponding vehicles per hour on the higher-volume minor-street approach (one direction only) all fall above the applicable curve in Figure 4C-1 for the existing combination of approach lanes. On the minor street, the higher volume shall not be required to be on the same approach during each of these 4 hours.**

## Option:

- 03 If the posted or statutory speed limit or the 85th-percentile speed on the major street exceeds 40 mph, or if the intersection lies within the built-up area of an isolated community having a population of less than 10,000, Figure 4C-2 may be used in place of Figure 4C-1.

**Section 4C.04 Warrant 3, Peak Hour**

## Support:

- 01 The Peak Hour signal warrant is intended for use at a location where traffic conditions are such that for a minimum of 1 hour of an average day, the minor-street traffic suffers undue delay when entering or crossing the major street.

**Standard:**

- 02 **This signal warrant shall be applied only in unusual cases, such as office complexes, manufacturing plants, industrial complexes, or high-occupancy vehicle facilities that attract or discharge large numbers of vehicles over a short time.**
- 03 **The need for a traffic control signal shall be considered if an engineering study finds that the criteria in either of the following two categories are met:**
- A. **If all three of the following conditions exist for the same 1 hour (any four consecutive 15-minute periods) of an average day:**
    1. **The total stopped time delay experienced by the traffic on one minor-street approach (one direction only) controlled by a STOP sign equals or exceeds: 4 vehicle-hours for a one-lane approach or 5 vehicle-hours for a two-lane approach; and**
    2. **The volume on the same minor-street approach (one direction only) equals or exceeds 100 vehicles per hour for one moving lane of traffic or 150 vehicles per hour for two moving lanes; and**
    3. **The total entering volume serviced during the hour equals or exceeds 650 vehicles per hour for intersections with three approaches or 800 vehicles per hour for intersections with four or more approaches.**
  - B. **The plotted point representing the vehicles per hour on the major street (total of both approaches) and the corresponding vehicles per hour on the higher-volume minor-street approach (one direction only) for 1 hour (any four consecutive 15-minute periods) of an average day falls above the applicable curve in Figure 4C-3 for the existing combination of approach lanes.**

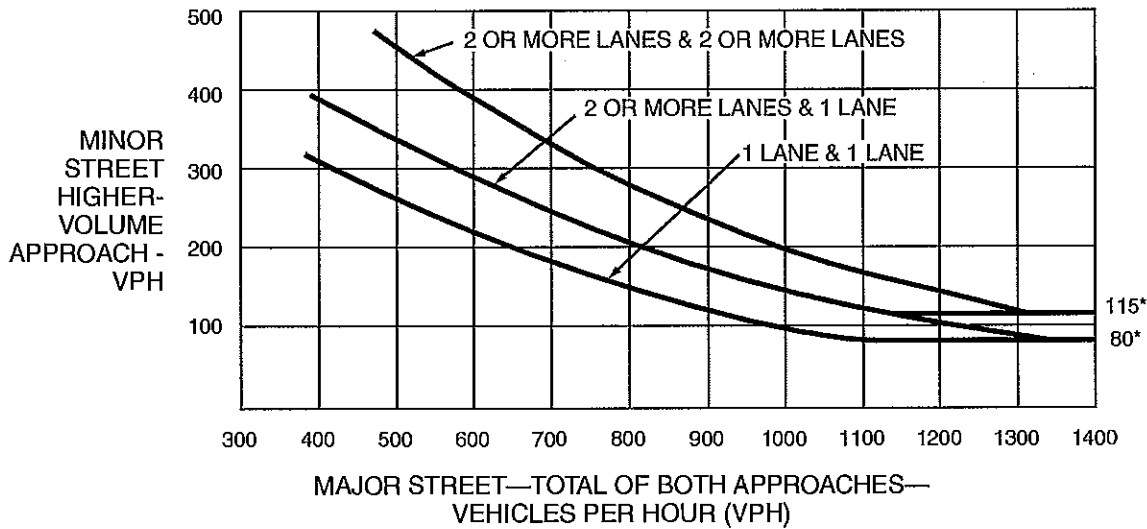
## Option:

- 04 If the posted or statutory speed limit or the 85th-percentile speed on the major street exceeds 40 mph, or if the intersection lies within the built-up area of an isolated community having a population of less than 10,000, Figure 4C-4 may be used in place of Figure 4C-3 to evaluate the criteria in the second category of the Standard.
- 05 If this warrant is the only warrant met and a traffic control signal is justified by an engineering study, the traffic control signal may be operated in the flashing mode during the hours that the volume criteria of this warrant are not met.

*Guidance:*

- 06 *If this warrant is the only warrant met and a traffic control signal is justified by an engineering study, the traffic control signal should be traffic-actuated.*

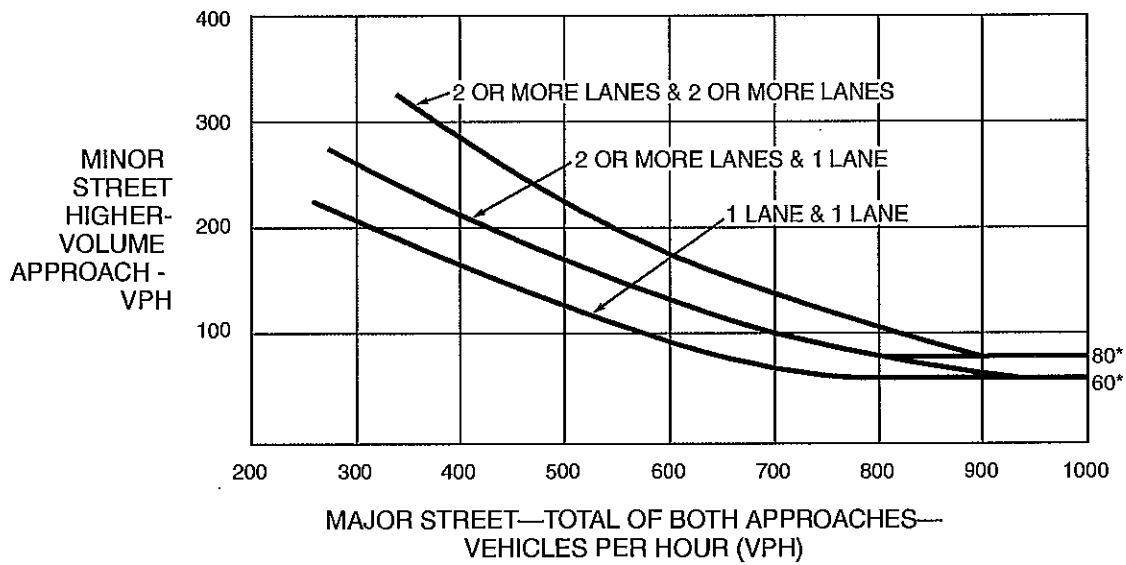
Figure 4C-1. Warrant 2, Four-Hour Vehicular Volume



\*Note: 115 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 80 vph applies as the lower threshold volume for a minor-street approach with one lane.

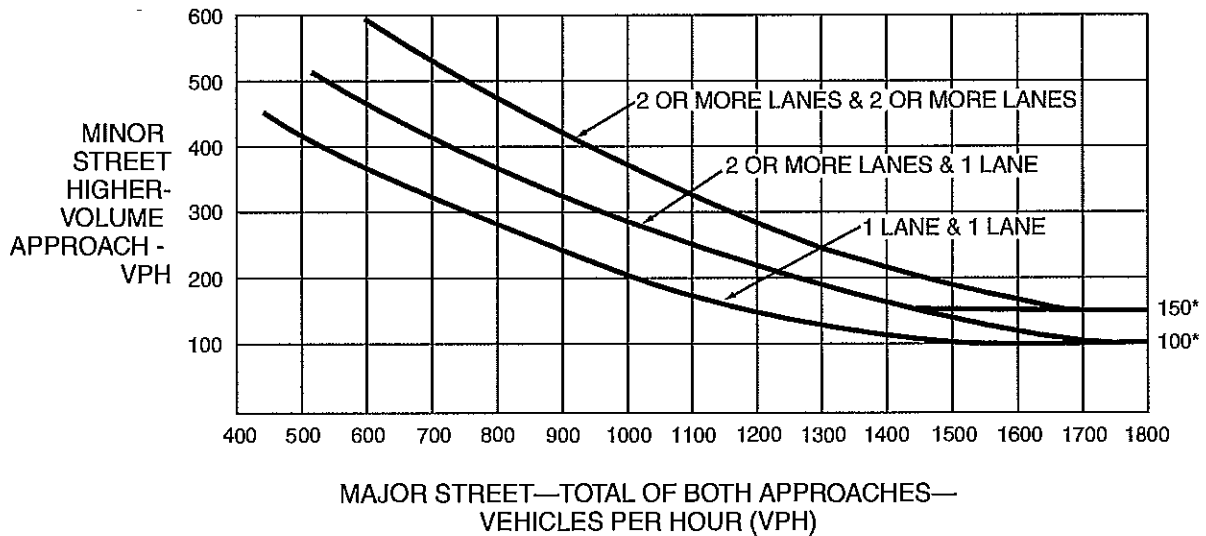
Figure 4C-2. Warrant 2, Four-Hour Vehicular Volume (70% Factor)

(COMMUNITY LESS THAN 10,000 POPULATION OR ABOVE 40 MPH ON MAJOR STREET)



\*Note: 80 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 60 vph applies as the lower threshold volume for a minor-street approach with one lane.

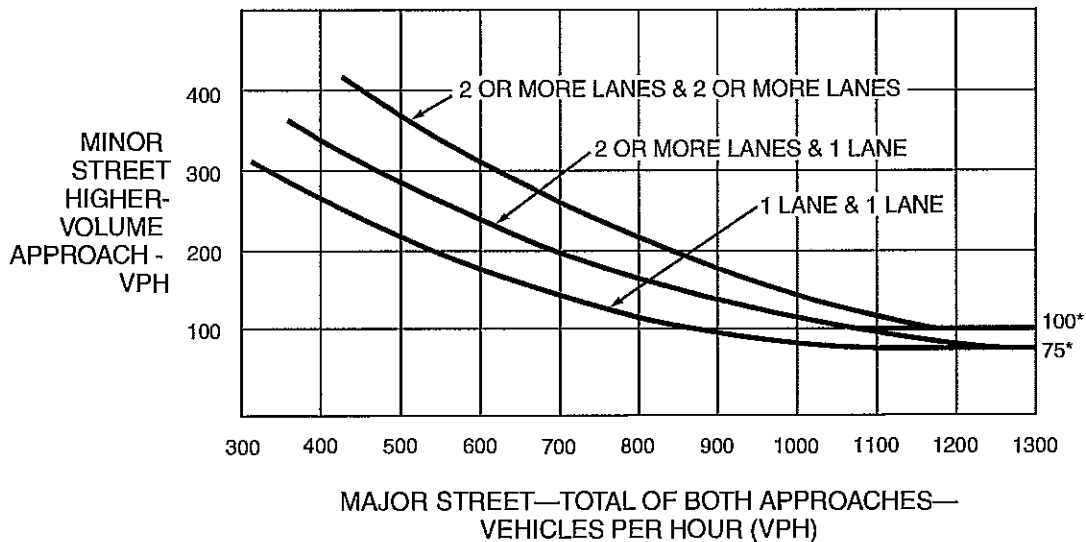
**Figure 4C-3. Warrant 3, Peak Hour**



\*Note: 150 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 100 vph applies as the lower threshold volume for a minor-street approach with one lane.

**Figure 4C-4. Warrant 3, Peak Hour (70% Factor)**

(COMMUNITY LESS THAN 10,000 POPULATION OR ABOVE 40 MPH ON MAJOR STREET)



\*Note: 100 vph applies as the lower threshold volume for a minor-street approach with two or more lanes and 75 vph applies as the lower threshold volume for a minor-street approach with one lane.



The City of  
**MIDWEST CITY**  
COMMUNITY DEVELOPMENT DEPARTMENT

Billy Harless, Community Development Director

ENGINEERING DIVISION  
Patrick Menefee, City Engineer  
CURRENT PLANNING DIVISION  
Kellie Gilles, Manager  
COMPREHENSIVE PLANNING  
Julie Shannon, Comprehensive Planner  
BUILDING INSPECTION DIVISION  
Charles Belk, Building Official  
GIS DIVISION  
Kathy Spivey, GIS Coordinator

**To:** Honorable Mayor and City Council  
**From:** Billy Harless, Community Development Director  
**Date:** June 13, 2017

**Subject:** Discussion and consideration of appointing a replacement on the Planning Commission to fill the unexpired term of Floyd Wicker.

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The term of Floyd Wicker will expire on August 9, 2017.

In accordance with Sec. 6-1 of the Zoning Code, the Planning Commission shall be composed of seven (7) members, all of whom shall be residents of Midwest City, nominated by the mayor and confirmed by the city council. At least one member shall be appointed for each ward. The members of the planning commission shall be nominated and appointed solely with reference to their fitness and without reference to party affiliation, and shall serve without compensation as hereinafter provided.

The Planning Commission meets the first Tuesday of each month at 7 p.m. Members of the Commission serve 3-year terms and are as follows:

Jim Smith – Ward 1 (expires 8-9-17)  
Jess Huskey – Ward 2 (expires 3-24-19)  
Dean Hinton – Ward 3 (expires 8-9-17)  
Russell Smith – Ward 4 (expires 1-10-18)  
Stan Greil – Ward 5 (expires 3-24-19)  
Floyd Wicker – Ward 6 (expires 8-9-17)  
Dee Collins – Mayor Appt. (expires 3-26-19)

Action is at the discretion of the Council.

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Billy Harless, AICP  
Community Development Director





NEW BUSINESS/  
PUBLIC DISCUSSION





EXECUTIVE SESSION





THE CITY OF  
**MIDWEST CITY**

**MEMORANDUM**

TO: Honorable Mayor and Council

FROM: Tim Lyon, Assistant City Manager

DATE: January 10, 2017

RE: Discussion and consideration of (1) entering into executive session, as allowed under 25 O.S., § 307(B)(4), to discuss Lisa Ramsey Tort Claim MWL16-06, and (2) in open session, authorizing the city manager to take action as appropriate based on the discussion in executive session.

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Appropriate information will be provided during executive session.

*Tim L. Lyon*

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Tim Lyon  
Assistant City Manager



MUNICIPAL AUTHORITY  
AGENDA



## MIDWEST CITY MUNICIPAL AUTHORITY AGENDA

City Hall - Midwest City Council Chambers, 100 N. Midwest Boulevard

June 13, 2017 - 7:01 PM

To make a special assistance request, call 739-1215 or email [pmenefee@midwestcityok.org](mailto:pmenefee@midwestcityok.org)  
no less than 24 hours' prior to the start of a meeting.

If special assistance is needed during a meeting, call 739-1388.

- A. CALL TO ORDER.
- B. CONSENT AGENDA. These items are placed on the Consent Agenda so that trustees, by unanimous consent, can approve routine agenda items by one motion. If any item proposed does not meet with approval of all trustees, or members of the audience wish to discuss an item, it will be removed and heard in regular order.
1. Discussion and consideration of approving the minutes of the May 3, 2017 and May 22, 2017 Special Municipal Authority meetings, as submitted. (Secretary, S. Hancock)
  2. Discussion and consideration of approving the minutes of the staff briefing and regular meeting of May 23, 2017, as submitted. (Secretary - S. Hancock)
  3. Discussion and consideration of purchasing from Stolz Telecom LLC, the necessary radio communication equipment for twelve (12) booster station wells in the amount of \$37,805.00 under the provisions of the Oklahoma Central Purchasing contract. (Public Works - P. Streets)
  4. Discussion and consideration of declaring 43-08-03, one 1986 Ag Chem AG GATOR 2004 Liquid Spreader from the Wastewater Department and 42-02-15, one 1996 Chevrolet S-10 VIN 1GCCS14X3V8187165 from the Water Department, and 41-02-02, one 1989 Chevrolet 1500 VIN 1GCDC14H9KE189140 from the Sanitation Department, surplus property and authorizing their disposal by sealed bid or auction. (Public Works - P. Streets)
- C. DISCUSSION ITEM.
1. Public hearing with discussion and consideration of adopting a resolution of the Midwest City Municipal Authority approving its budget for Fiscal Year 2017-2018 in the amount of \$45,580,478. (Finance - C. Barron)
- D. NEW BUSINESS/PUBLIC DISCUSSION.
- E. ADJOURNMENT.



CONSENT AGENDA



Notice of this special Midwest City Municipal Authority meeting was filed with the City Clerk of Midwest City 48 hours prior to the meeting and copies of the agenda were posted at City Hall and on the City's website, accessible to the public for at least 24 hours in advance of the meeting.

**MINUTES OF THE SPECIAL MIDWEST CITY  
MUNICIPAL AUTHORITY MEETING**

May 3, 2017 – 5:30 p.m.

This special meeting was held in the Midwest City Council conference room on the second floor of City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma. The following members were present: Chairman Matt Dukes; Trustees Pat Byrne, and Rick Dawkins; and Acting Secretary Guy Henson. Absent: Susan Eads, Sean Reed, Christine Allen, and Jeff Moore.

Due to a lack of a quorum, meeting was cancelled.

**Discussion Items.**

1. **Discussion and consideration of various City and Authority budgets for the 2017-18 fiscal year.**

**Adjournment.**

ATTEST:

\_\_\_\_\_  
MATTHEW D. DUKES, II, Chairman

\_\_\_\_\_  
GUY HENSON, Acting Secretary

Notice of this special Midwest City Municipal Authority meeting was filed with the City Clerk of Midwest City 48 hours prior to the meeting and copies of the agenda were posted at City Hall and on the City's website, accessible to the public for at least 24 hours in advance of the meeting.

**MINUTES OF THE SPECIAL MIDWEST CITY  
MUNICIPAL AUTHORITY MEETING**

May 22, 2017 – 5:30 p.m.

This special meeting was held in the Midwest City Council conference room on the second floor of City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma. The following members were present: Chairman Matt Dukes; Trustees Susan Eads, \*Pat Byrne, \*Rick Dawkins, Christine Allen, and Jeff Moore; and Acting Secretary Guy Henson. Absent: Sean Reed.

Chairman Dukes called the meeting to order at 5:40 p.m.

**Discussion Items.**

1. **Discussion and consideration of various City and Authority budgets for the 2017-18 fiscal year.** Staff briefed the trustees on various budget items, and the trustees sought clarification and discussed individual items with staff.

\*Byrne and Dawkins left the meeting at 6:45 p.m.

**Adjournment.** Chairman Dukes adjourned the meeting at 8:15 p.m.

ATTEST:

\_\_\_\_\_  
MATTHEW D. DUKES, II, Chairman

\_\_\_\_\_  
GUY HENSON, Acting Secretary



Notice of regular meetings for staff briefings for the Midwest City Municipal Authority was filed for the calendar year with the City Clerk of Midwest City and copies of the agenda for this meeting were posted at City Hall and on the City's website, accessible to the public for at least 24 hours in advance of the meeting.

**MINUTES OF THE REGULAR STAFF BRIEFING FOR  
MIDWEST CITY MUNICIPAL AUTHORITY TRUSTEES**

May 23, 2017 – 6:00 p.m.

This regular meeting was held in the Midwest City Council Conference Room on the second floor of City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma. The following members were present: Chairman Matt Dukes; Trustees, Susan Eads, Pat Byrne, Rick Dawkins, Christine Allen and Jeff Moore; and Secretary Sara Hancock. Absent: Sean Reed.

Chairman Dukes called the meeting to order at 6:31 p.m.

**Clarification of agenda items, handouts, and presentation of new or additional information for items on the Municipal Authority agenda for May 23, 2017.** The trustees had no questions about the agenda items.

Chairman Dukes closed the meeting at 6:31 p.m.

ATTEST:

\_\_\_\_\_  
MATTHEW D. DUKES, II, Chairman

\_\_\_\_\_  
SARA HANCOCK, Secretary

Notice of regular Midwest City Municipal Authority meetings was filed for the calendar year with the City Clerk of Midwest City and copies of the agenda for this meeting were posted at City Hall and on Midwest City's website, accessible to the public for at least 24 hours in advance of the meeting.

**MINUTES OF THE REGULAR MIDWEST CITY MUNICIPAL AUTHORITY MEETING**

May 23, 2017 - 7:01 p.m.

This regular meeting was held in the Midwest City Council Chambers, 100 North Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma. The following members were present: Chairman Matt Dukes, Trustees, Susan Eads, Pat Byrne, Rick Dawkins, Christine Allen, and Jeff Moore; and Secretary Sara Hancock. Absent: Sean Reed.

Chairman Dukes called the meeting to order at 8:31 p.m.

**Consent Agenda.** Dawkins made a motion to approve the Consent Agenda, as submitted, seconded by Allen.

1. Discussion and consideration of approving the minutes of the staff briefing and regular meeting of May 9, 2017, as submitted.
2. Discussion and consideration of accepting the report on the current financial condition of the Sheraton Midwest City Hotel at the Reed Center for the period ending April 30, 2017.

Voting aye: Eads, Byrne, Dawkins, Allen, Moore, and Chairman Dukes. Nay: none. Absent: Reed. Motion carried.

**New Business/Public Discussion.** There was no new business or public discussion.

**Adjournment.** Chairman Dukes adjourned the meeting at 8:32 p.m.

ATTEST:

\_\_\_\_\_  
MATTHEW D. DUKES II, Chairman

\_\_\_\_\_  
SARA HANCOCK, Secretary



**Public Works Administration**  
**Vaughn Sullivan, Director**  
[vsullivan@midwestcityok.org](mailto:vsullivan@midwestcityok.org)  
**R. Paul Streets, Assistant Director**  
[rstreets@midwestcityok.org](mailto:rstreets@midwestcityok.org)  
8730 S.E. 15<sup>th</sup> Street,  
Midwest City, Oklahoma 73110  
O: 405-739-1060 /Fax: 405-739-1090

## Memo

To: Honorable Chairman and Trustees  
Midwest City Municipal Authority

From: R. Paul Streets, Assistant Public Works Director

Date: June 13, 2017

Subject: Discussion and consideration of purchasing from Stolz Telecom LLC, the necessary radio communication equipment for twelve (12) booster station wells in the amount of \$37,805.00 under the provisions of the Oklahoma Central Purchasing contract.

Earlier this year, AT&T decided that they would no longer support the type of communication system that is currently used to remotely control the well system that provides groundwater to the booster station. As a result, the Information Technology (IT) department was asked to develop a solution that was both reliable and affordable to replace the communication system being provided by AT&T which cost the city of Midwest City \$72,000 annually. The recommended solution from IT was radio communication that will be a one-time cost of less than \$45,000 for a savings of \$387,000 over the next five (5) years. The necessary equipment is on the Oklahoma Central Purchasing contract and is being purchased from Stolz Telecom LLC for a total of \$37,805.00.

Our due diligence has revealed the pricing on the "State" contract is competitive with other equipment of like kind and quality. Funds for this purchase are available in account number 172-4910-461.40-05 for project number 491702

Staff recommends approval.

R. Paul Streets  
Assistant Public Works Director

Enc. Estimate # 3041 from Stolz Telecom LLC



**Stolz Telecom LLC**  
 6825 Camille Avenue  
 Oklahoma City, OK 73149  
 (405) 632-2262  
 John.Mayes@StolzTelecom.com  
 http://www.StolzTelecom.com

## ESTIMATE

### ADDRESS

Allen Stephenson  
 Midwest City Information  
 Technology Department  
 100 N Midwest Blvd  
 Midwest City, OK 73110

### SHIP TO

Allen Stephenson  
 Midwest City Information  
 Technology Department  
 100 N Midwest Blvd  
 Midwest City, OK 73110

**ESTIMATE #** 3041

**DATE** 04/28/2017

**EXPIRATION DATE** 08/01/2017

### SHIP VIA

Field Service

### CONTRACT

NASPO

DESCRIPTION	QTY	PRICE	TOTAL
<b>TK-7180K</b> KENWOOD VHF, 136-174 MHz, 30 WATTS, 512 CHANNELS / 128 Zone	12	410.20	4,922.40
<b>KPS-15</b> DC Switching Power Supply	12	121.10	1,453.20
<b>RFN-1005-3C1</b> N Male Crimp-RG55/RG142	12	7.25	87.00
<b>NMO58U-NC</b> 3/4" Brass Mount/ No Conn	12	19.50	234.00
<b>NMOWBQB</b> 150-170 Antenna, Black 1/4 WAVE	12	46.00	552.00
<b>901-9286</b> ZETRON - Model 18 Control Link, with 8 digital inputs, 8 digital outputs	12	1,078.20	12,938.40
<b>950-0959</b> Radio Interface Kit, M18 to Kenwood TK-x180	12	157.50	1,890.00
<b>709-7144</b> RS-232 PC Interface Cable, DB-9S (AT)	24	81.00	1,944.00
<b>Sales</b> 950-0043 NEMA 4 ENCLOSURE	12	519.00	6,228.00
<b>Sales</b> 415-0318 Large Mounting Plate	12	201.00	2,412.00
<b>IS-50NX-C2-MA</b> Lightning Arrestors Flange Mount, N/M-N/F	12	62.00	744.00

DESCRIPTION	QTY	PRICE	TOTAL
<b>MISC40</b> Miscellaneous Materials	20	40.00	800.00
<b>ETEL</b> Electronics Technician Estimated Labor	40	90.00	3,600.00
TOTAL			<b>\$37,805.00</b>

Accepted By

Accepted Date



**Public Works Administration**  
**Vaughn Sullivan, Director**  
[vsullivan@midwestcityok.org](mailto:vsullivan@midwestcityok.org)  
**R. Paul Streets, Assistant Director**  
[rstreets@midwestcityok.org](mailto:rstreets@midwestcityok.org)  
8730 S.E. 15<sup>th</sup> Street,  
Midwest City, Oklahoma 73110  
O: 405-739-1060 /Fax: 405-739-1090

## Memo

**To:** Honorable Chairman and Trustees  
Midwest City Municipal Authority

**From:** **R. Paul Streets, Assistant Public Works Director**

**Date:** June 13<sup>th</sup> 2017

**Subject:** Discussion and consideration of declaring 43-08-03, one 1986 Ag Chem AG GATOR 2004 Liquid Spreader from the Wastewater Department and 42-02-15, one 1996 Chevrolet S-10 VIN 1GCCS14X3V8187165 from the Water Department, and 41-02-02, one 1989 Chevrolet 1500 VIN 1GCDC14H9KE189140 from the Sanitation Department, surplus property and authorizing their disposal by sealed bid or auction.

The equipment listed below has been removed from service and the cost for repairs exceeds the total value. There are no other operational applications available within the City.

- (1) One (1) 1986 Ag Chem AG GATER 2004 Liquid Spreader, equipment # 43-08-03
- (2) One (1) 1987 Chevrolet S-10, VIN 1GCCS14R3H8110768, equipment # 42-02-02
- (3) One (1) 1989 Chevrolet 1500, VIN 1GCDC14H9KE189140, equipment # 41-02-02

**Staff recommends approval.**

**R. Paul Streets**  
**Assistant Public Works Director**



DISCUSSION ITEM





# THE CITY OF MIDWEST CITY

## MEMORANDUM

TO: Honorable Chairman and Trustees  
Midwest City Municipal Authority

FROM: Christy Barron, Finance Director

DATE: June 13, 2017

SUBJECT: Public hearing with discussion and consideration of adopting a resolution of the Midwest City Municipal Authority approving its budget for Fiscal Year 2017-2018 in the amount of \$45,580,478.

The budget for fiscal year 2017-2018 is being submitted for adoption. There has been due diligence on the part of the Trustees and Administration to provide the attached resolution. Additional information by fund and department can be seen in the appendix of the city council agenda. Budget meetings were held May 3<sup>rd</sup> and May 22<sup>nd</sup> with the Board. A public hearing will be held prior to adoption. Staff recommends that the budget be adopted by resolution in the budget meeting with adjustments.

Christy Barron  
Finance Director

Attachment: Proposed Resolution



**RESOLUTION NO. MA2017-\_\_\_\_\_**

**A RESOLUTION OF THE MIDWEST CITY MUNICIPAL AUTHORITY ADOPTING ITS BUDGET FOR FISCAL YEAR 2017-2018 IN THE AMOUNT OF \$45,580,478.**

**WHEREAS**, a public hearing was held on June 13<sup>th</sup>, 2017, for the purpose of receiving citizens' input into the budgeting process;

**NOW, THEREFORE, BE IT RESOLVED BY THE CHAIRMAN AND TRUSTEES OF THE MIDWEST CITY MUNICIPAL AUTHORITY** that the following budget be adopted for Fiscal Year 2017-2018:

Sanitation (190-4110)	\$ 6,143,523
Utilities – Water (191-4210)	\$ 6,164,292
Utilities – Wastewater (192-4310)	\$ 5,862,457
Hotel/Conference Center (195-40/10-24)	\$ 5,223,794
FF&E (Hotel/Conf Cntr) (196-4010)	\$ 361,000
Golf (197-4710/4810)	\$ 1,132,718
Drainage Tax (050-6500)	\$ 63,666
Capital Drainage (060-7210)	\$ 472,368
Storm Water Quality (061-6110)	\$ 941,768
Capital Water Improvements (172-49/00-10)	\$ 376,817
Construction Payment (178-4200)	\$ 954,000
Sewer Backup (184-4310)	\$ 15,500
Sewer Construction (186-4600)	\$ 1,282,329
Utility Services (187-5011)	\$ 1,192,436
Capital Sewer Improvement (188-44/00-10)	\$ 312,300
Utilities Capitalization (189-4210)	\$ 417,960
Customer Deposits (230-0000)	\$ 22,221
Debt Service-Revenue Bond (250)	\$14,641,329

PASSED AND APPROVED by the Chairman and Trustees of the Midwest City Municipal Authority this 13<sup>th</sup> day of June, 2017.

MIDWEST CITY MUNICIPAL AUTHORITY

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Secretary

APPROVED as to form and legality this 13<sup>th</sup> day of June, 2017.

\_\_\_\_\_  
City Attorney



NEW BUSINESS/  
PUBLIC DISCUSSION





MEMORIAL HOSPITAL  
AUTHORITY AGENDA

MIDWEST CITY, OK



EST 1942



**MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY AGENDA**

City Hall - Midwest City Council Chambers, 100 N. Midwest Boulevard

June 13, 2017 - 7:02 PM

To make a special assistance request, call 739-1215 or email [pmenefee@midwestcityok.org](mailto:pmenefee@midwestcityok.org)  
no less than 24 hours' prior to the start of a meeting.

If special assistance is needed during a meeting, call 739-1388.

- A. CALL TO ORDER.
- B. CONSENT AGENDA. These items are placed on the Consent Agenda so that trustees, by unanimous consent, can approve routine agenda items by one motion. If any item proposed does not meet with approval of all trustees, or members of the audience wish to discuss an item, it will be removed and heard in regular order.
1. Discussion and consideration of approving the minutes of the May 3, 2017, May 22, 2017, and the June 1, 2017 Special Hospital Authority meetings, as submitted. (Secretary, S. Hancock)
  2. Discussion and consideration of approving the minutes of the May 23, 2017 staff briefing and regular meeting, as submitted. (Secretary - S. Hancock)
- C. DISCUSSION ITEMS.
1. Public hearing with discussion and consideration of adopting a resolution of the Midwest City Memorial Hospital Authority approving its budget for Fiscal Year 2017-2018 in the amount of \$3,738,392 for the Discretionary, \$1,544,152 for the Compounded Principal, \$58,440 for the Hospital Expansion-Loan Reserve and \$2,944,362 for the In Lieu of/ROR /Miscellaneous divisions. (Finance - C. Barron)
  2. Discussion and consideration of action to reallocate assets, change fund managers or make changes in the Statement of Investment Policy, Guidelines and Objectives. (Secretary - S. Hancock)
- D. NEW BUSINESS/PUBLIC DISCUSSION.
- E. ADJOURNMENT.



CONSENT AGENDA



Notice of this special Midwest City Memorial Hospital Authority meeting was filed with the City Clerk of Midwest City 48 hours prior to the meeting and copies of the agenda were posted at City Hall and on the City's website, accessible to the public for at least 24 hours in advance of the meeting.

**MINUTES OF THE SPECIAL MIDWEST CITY  
MEMORIAL HOSPITAL AUTHORITY MEETING**

May 3, 2017 – 5:30 p.m.

This special meeting was held in the Midwest City Council conference room on the second floor of City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma. The following members were present: Chairman Matt Dukes; Trustees Pat Byrne, and Rick Dawkins; and Acting Secretary Guy Henson. Absent: Susan Eads, Sean Reed, Christine Allen, and Jeff Moore.

Due to a lack of a quorum, meeting was cancelled.

**Discussion Items.**

1. **Discussion and consideration of various City and Authority budgets for the 2017-18 fiscal year.**

**Adjournment.**

ATTEST:

\_\_\_\_\_  
MATTHEW D. DUKES, II, Chairman

\_\_\_\_\_  
GUY HENSON, Acting Secretary

Notice of this special Midwest City Memorial Hospital Authority meeting was filed with the City Clerk of Midwest City 48 hours prior to the meeting and copies of the agenda were posted at City Hall and on the City's website, accessible to the public for at least 24 hours in advance of the meeting.

**MINUTES OF THE SPECIAL MIDWEST CITY  
MEMORIAL HOSPITAL AUTHORITY MEETING**

May 22, 2017 – 5:30 p.m.

This special meeting was held in the Midwest City Council conference room on the second floor of City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma. The following members were present: Chairman Matt Dukes; Trustees Susan Eads, \*Pat Byrne, \*Rick Dawkins, Christine Allen, and Jeff Moore; and Acting Secretary Guy Henson. Absent: Sean Reed.

Chairman Dukes called the meeting to order at 5:40 p.m.

**Discussion Items.**

1. **Discussion and consideration of various City and Authority budgets for the 2017-18 fiscal year.** Staff briefed the trustees on various budget items, and the trustees sought clarification and discussed individual items with staff.

\*Byrne and Dawkins left meeting at 6:45 p.m.

**Adjournment.** Chairman Dukes adjourned the meeting at 8:15 p.m.

ATTEST:

\_\_\_\_\_  
MATTHEW D. DUKES, II, Chairman

\_\_\_\_\_  
GUY HENSON, Acting Secretary

Notice of this special Midwest City Memorial Hospital Authority meeting was filed with the City Clerk of Midwest City 48 hours prior to the meeting and copies of the agenda were posted at City Hall and on the City's website, accessible to the public for at least 24 hours in advance of the meeting.

**MINUTES OF THE SPECIAL MIDWEST CITY  
MEMORIAL HOSPITAL AUTHORITY MEETING**

June 1, 2017 – 5:00 p.m.

This special meeting was held in the Midwest City Council conference room on the second floor of City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma. Chairman Matt Dukes called the meeting to order at 5:10 p.m. with the following members present: Trustees: Pat Byrne, Rick Dawkins, Sean Reed, \*Christine Allen, and Jeff Moore; and Secretary Sara Hancock. Absent: Susan Eads.

\* Trustee Allen arrived at 5:20 p.m.

**Discussion Items.**

1. **Discussion and consideration of the Memorial Hospital Authority grant program.** After much discussion, Reed made a motion to change the request for extensions of grant fund expenditures to be approved by the Authority going forward, seconded by Byrne. Voting aye: Byrne, Dawkins, Reed, Moore and Dukes. Nay: Allen. Absent: Eads. Motion Carried.

**Adjournment.** Chairman Dukes adjourned the meeting at 6:14 p.m.

ATTEST:

\_\_\_\_\_  
MATTHEW D. DUKES, II, Chairman

\_\_\_\_\_  
SARA HANCOCK, Secretary



Notice of regular meetings for staff briefings for the Midwest City Memorial Hospital Authority was filed for the calendar year with the City Clerk of Midwest City and copies of the agenda for this meeting were posted at City Hall and on the City of Midwest City's website, accessible to the public for at least 24 hours in advance of the meeting.

**MINUTES OF THE REGULAR STAFF BRIEFING FOR  
MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY**

May 23, 2017 – 6:00 p.m.

This regular meeting was held in the Midwest City Council Conference Room on the second floor of City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma. The following members were present: Chairman Matt Dukes; Trustees Susan Eads, Pat Byrne, Rick Dawkins, Christine Allen, and Jeff Moore; and Secretary Sara Hancock. Absent: Sean Reed.

Chairman Dukes called the meeting to order at 6:31 p.m.

**Clarification of agenda items, handouts, and presentation of new or additional information for items on the Hospital Authority agenda for May 23, 2017.** Staff briefed the trustees on various items on the agenda, and the trustees sought clarification and discussed individual agenda items with staff.

Chairman Dukes closed the meeting at 6:49 p.m.

ATTEST:

\_\_\_\_\_  
MATTHEW D. DUKES, II, Chairman

\_\_\_\_\_  
SARA HANCOCK, Secretary

Notice of regular Midwest City Memorial Hospital Authority meetings was filed for the calendar year with the City Clerk of Midwest City and copies of the agenda for this meeting were posted at City Hall and on the City of Midwest City's website, accessible to the public for at least 24 hours in advance of the meeting.

**MINUTES OF THE REGULAR MIDWEST CITY  
MEMORIAL HOSPITAL AUTHORITY MEETING**

May 23, 2017 - 7:02 p.m.

This regular meeting was held in the Midwest City Council Chambers, 100 North Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma. The following members were present: Chairman Matt Dukes; Trustees Susan Eads, Pat Byrne, Rick Dawkins, Christine Allen, and Jeff Moore; and Secretary Sara Hancock. Absent: Sean Reed.

Chairman Dukes called the meeting to order at 8:32 p.m.

**Discussion Item.**

1. **Discussion and consideration of approving the minutes of the May 9, 2017 staff briefing and regular meeting, as submitted.** Dawkins made a motion to approve the minutes, as submitted, seconded by Byrne. Voting aye: Eads, Byrne, Dawkins, Allen, Moore, and Mayor Dukes. Nay: none. Absent: Reed. Motion carried.
2. **Discussion and consideration of the Memorial Hospital Authority grant program.** Byrne made a motion to have a Special joint meeting between the Hospital Authority and the Board of Grantors in the month of June, seconded by Eads, with the possibility of having the meeting before June 5th. Voting aye: Eads, Byrne, Dawkins, Allen, Moore, and Mayor Dukes. Nay: none. Absent: Reed. Motion carried.
3. **Discussion and consideration of action to reallocate assets, change fund managers or make changes in the Statement of Investment Policy, Guidelines and Objectives.** No action was taken.
4. **Discussion and consideration of entering into and approving an agreement with Cox Communications in the amount of \$172,676.09 to pay for materials and labor required to bury it's and Verizon's overhead lines underground in an area between Sooner Road and Crosby Blvd.** Dawkins made a motion to approve both the Cox Communication agreement and the OG&E agreement, as submitted, seconded by Eads. Voting aye: Eads, Byrne, Dawkins, Allen, Moore, and Mayor Dukes. Nay: none. Absent: Reed. Motion carried.
5. **Discussion and consideration of entering into and approving an agreement with OG&E in the amount of \$250,000 to pay for the materials and labor required to bury it's overhead lines underground and remove the wooden piles on S.E. 15th Street between Sooner Road and Buena Vista Drive.** This item was approved in the previous motion for D-4.

**New Business/Public Discussion.** There was no new business or public discussion.

**Executive Session.**

1. **Discussion and consideration of 1) entering into executive session, as allowed under 25 O.S. § 307(B)(3), to discuss the purchase or appraisal of real property; and 2) in open session, authorizing the general manager/administrator to take action as appropriate based on the discussion in executive session.** Dawkins made a motion to go into executive session, seconded by Eads. Voting aye: Eads, Byrne, Dawkins, Allen, Moore, and Mayor Dukes. Nay: none. Absent: Reed. Motion carried. The Council went into executive session at 8:40 p.m.

Mayor Dukes reconvened in open session at 8:53 p.m. Eads made a motion to authorize the City Manager to take action as discussed in executive session, seconded by Dawkins. Voting aye: Eads, Byrne, Dawkins, Allen, Moore, and Mayor Dukes. Nay: none. Absent: Reed. Motion carried.

**Adjournment.** There being no further business, Chairman Dukes adjourned the meeting at 8:54 p.m.

ATTEST:

\_\_\_\_\_  
MATTHEW D. DUKES, II, Chairman

\_\_\_\_\_  
SARA HANCOCK, Secretary



DISCUSSION ITEMS





## ***Midwest City Memorial Hospital Authority***

100 North Midwest Boulevard  
Midwest City, Oklahoma 73110  
(405) 739-1207 Fax (405) 739-1208 TDD (405) 739-1359  
E-mail: [ghenson@midwestcityok.org](mailto:ghenson@midwestcityok.org)

J. Guy Henson  
*General Manager/  
Administrator*

*Trustees*

Matthew D. Dukes II  
Susan Eads  
Pat Byrne  
Rick Dawkins  
M. Sean Reed  
Christine Allen  
Jeff Moore

### **MEMORANDUM**

TO: Honorable Chairman and Trustees

FROM: Christy Barron, Treasurer/Finance Director

DATE: June 13, 2017

SUBJECT: Public hearing with discussion and consideration of adopting a resolution of the Midwest City Memorial Hospital Authority approving its budget for Fiscal Year 2017-2018 in the amount of \$3,738,392 for the Discretionary, \$1,544,152 for the Compounded Principal, \$58,440 for the Hospital Expansion-Loan Reserve and \$2,944,362 for the In Lieu of-ROR-Miscellaneous divisions.

---

The budget for fiscal year 2017-2018 is being submitted for adoption. There has been due diligence on the part of the Trustees and Administration to provide the attached resolution. Additional information by fund and department can be seen in the appendix of the city council agenda. Budget meetings were held May 3<sup>rd</sup> and May 22<sup>nd</sup> with the Board. A public hearing will be held prior to adoption. Staff recommends that the budget be adopted by resolution as discussed in the budget meeting with adjustments.

Christy Barron  
Finance Director

Attachment: Proposed Resolution

**RESOLUTION NO. HA 2017-\_\_\_\_\_**

**A RESOLUTION OF THE MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY ADOPTING ITS BUDGET FOR FISCAL YEAR 2017-2018 IN THE AMOUNT OF \$8,285,346.**

**WHEREAS**, a public hearing was held on June 13<sup>th</sup>, 2017 for the purpose of receiving citizens' input into the budgeting process;

**NOW, THEREFORE, BE IT RESOLVED BY THE CHAIRMAN AND TRUSTEES OF THE MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY** that the following budget be adopted for Fiscal Year 2017-2018:

Hospital Authority Discretionary (425-9050)	\$ 3,738,392
Hospital Authority Compounded Principal (425-9010)	\$ 1,544,152
Hospital Authority Hospital Expansion–Loan Reserve (425-9020)	\$ 58,440
Hospital Authority In Lieu of-ROR-Miscellaneous (425-9060)	\$ 2,944,362

PASSED AND APPROVED by the Chairman and Trustees of the Midwest City Memorial Hospital Authority this 13<sup>th</sup> day of June, 2017.

MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Secretary

APPROVED as to form and legality this 13<sup>th</sup> day of June, 2017.

\_\_\_\_\_  
City Attorney



## **Midwest City Memorial Hospital Authority**

100 North Midwest Boulevard  
Midwest City, Oklahoma 73110  
(405) 739-1204 FAX (405) 739-1208 TDD (405) 739-1359

J. Guy Henson  
*General Manager/  
Administrator*

*Trustees*

Matt Dukes  
Susan Eads  
Pat Byrne  
Rick Dawkins  
Sean Reed  
Christine Allen  
Jeff Moore

*Board of Grantors*

Sherry Beaird  
John Cauffiel  
Marcia Conner  
Pam Dimski  
Dara McGlamery  
Joyce Jackson  
Charles McDade  
Nancy Rice  
Sheila Rose

### MEMORANDUM

TO: Honorable Chairman and Trustees  
Midwest City Memorial Hospital Authority

FROM: Sara Hancock, Secretary

DATE: June 13, 2017

SUBJECT: Discussion and consideration of action to reallocate assets, change fund managers or make changes in the Statement of Investment Policy, Guidelines and Objectives.

---

Jim Garrels, President, Fiduciary Capital Advisors, asked staff to put this item on each agenda in the event the Hospital Authority's investments need to be reallocated, an investment fund manager needs to be changed or changes need to be made to the Statement of Investment Policy on short notice.

Action is at the discretion of the Authority.

*Sara Hancock*

Sara Hancock, Secretary



NEW BUSINESS/  
PUBLIC DISCUSSION







UTILITIES AUTHORITY  
AGENDA



**AGENDA FOR THE SPECIAL MEETING OF THE  
MIDWEST CITY UTILITIES AUTHORITY**

City Hall - Midwest City Council Chambers, 100 N. Midwest Boulevard

June 13, 2017 - 7:03 PM

To make a special assistance request, call 739-1215 or email [pmenefee@midwestcityok.org](mailto:pmenefee@midwestcityok.org)  
no less than 24 hours' prior to the start of a meeting.

If special assistance is needed during a meeting, call 739-1388.

- A. CALL TO ORDER.
- B. CONSENT AGENDA. These items are placed on the Consent Agenda so that trustees, by unanimous consent, can approve routine agenda items by one motion. If any item proposed does not meet with approval of all trustees, or members of the audience wish to discuss an item, it will be removed and heard in regular order.
  - 1. Discussion and consideration of approving the minutes of the special meetings of July 26, 2016, May 03, 2017, and May 22, 2017, as submitted. (Secretary - S. Hancock)
  - 2. Discussion and consideration of renewing for fiscal year 2017-18 the contracts with: Cedar Creek Consulting in the amount of \$2,650 for SCIP final plat; Cedar Creek Consulting in the amount of \$12,700 for SCIP water line extension. (Community Development - B. Harless)
- C. DISCUSSION ITEM.
  - 1. Public hearing with discussion and consideration of adopting a resolution of the Midwest City Utilities Authority approving its budget for Fiscal Year 2017-2018 in the amount of \$25,200. (Finance - C Barron)
- D. NEW BUSINESS/PUBLIC DISCUSSION.
- E. ADJOURNMENT.



CONSENT AGENDA



Notice of this special meeting of the Midwest City Utilities Authority was filed with the City Clerk of Midwest City more than 48 hours prior to the beginning of the meeting and copies of the agenda were posted at City Hall and on the Midwest City website, accessible to the public for at least 24 hours in advance of the meeting.

**MINUTES OF MIDWEST CITY  
UTILITIES AUTHORITY SPECIAL MEETING**

July 26, 2016 – 7:04 p.m.

This special meeting of the Midwest City Utilities Authority was held in the Council Chambers, City of Midwest City, County of Oklahoma, State of Oklahoma on July 26, 2016 with the following members present: Chairman Matt Dukes; Trustees Daniel McClure Jr., Pat Byrne, Rick Dawkins, Christine Allen, and Jeff Moore; and Secretary Sara Hancock. Absent: Trustee Sean Reed.

Chairman Dukes called the meeting to order at 8:24 p.m.

**Consent Agenda.** Motion was made by McClure, seconded by Allen, to approve the items on the Consent Agenda, as submitted.

1. Discussion and consideration of approving the minutes of the special meeting of July 12, 2016, as submitted.
2. Discussion and consideration of passing and approving Resolution No. UA-2016-02 releasing the unappropriated fund balance at the close of day June 30, 2016 to be made available for fiscal year 2016-2017; amending the budget for fiscal year 2016-2017 to include the released appropriations from the fiscal year 2015-2016 budget as supplemental appropriations; and, effective July 1, 2016, renewing encumbrance commitments canceled at the close of day June 30, 2016.
3. Discussion and consideration of supplemental budget adjustments to the following fund for FY 2016-2017, increase: Utilities Authority Fund, revenue/Transfers In (00) \$60,424.

Voting aye: McClure, Byrne, Dawkins, Allen, Moore and Chairman Dukes. Nay: none. Absent: Reed. Motion carried.

**New Business/Public Discussion.** There was no new business or public discussion.

**Adjournment.** There being no further business, motion was made by Byrne, seconded by McClure, to adjourn. The meeting adjourned at 8:25 p.m.

ATTEST:

\_\_\_\_\_  
MATTHEW D. DUKES II, Chairman

\_\_\_\_\_  
SARA HANCOCK, Secretary

Notice of this special Midwest City Utilities Authority meeting was filed with the City Clerk of Midwest City 48 hours prior to the meeting and copies of the agenda were posted at City Hall and on the City's website, accessible to the public for at least 24 hours in advance of the meeting.

**MINUTES OF THE SPECIAL MIDWEST CITY  
UTILITIES AUTHORITY MEETING**

May 3, 2017 – 5:30 p.m.

This special meeting was held in the Midwest City Council conference room on the second floor of City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma. The following members were present: Chairman Matt Dukes; Trustees Pat Byrne, and Rick Dawkins; and Acting Secretary Guy Henson. Absent: Susan Eads, Sean Reed, Christine Allen, and Jeff Moore.

Due to a lack of a quorum, meeting was cancelled.

**Discussion Items.**

1. **Discussion and consideration of various City and Authority budgets for the 2017-18 fiscal year.**

**Adjournment.**

ATTEST:

\_\_\_\_\_  
MATTHEW D. DUKES, II, Chairman

\_\_\_\_\_  
GUY HENSON, Acting Secretary

Notice of this special Midwest City Utilities Authority meeting was filed with the City Clerk of Midwest City 48 hours prior to the meeting and copies of the agenda were posted at City Hall and on the City's website, accessible to the public for at least 24 hours in advance of the meeting.

**MINUTES OF THE SPEICAL MIDWEST CITY  
UTILITIES AUTHORITY MEETING**

May 22, 2017 – 5:30 p.m.

This special meeting was held in the Midwest City Council conference room on the second floor of City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma. The following members were present: Chairman Matt Dukes; Trustees Susan Eads, \*Pat Byrne, \*Rick Dawkins, Christine Allen, and Jeff Moore; and Acting Secretary Guy Henson. Absent: Sean Reed.

Chairman Dukes called the meeting to order at 5:40 p.m.

**Discussion Items.**

1. **Discussion and consideration of various City and Authority budgets for the 2017-18 fiscal year.** Staff briefed the trustees on various budget items, and the trustees sought clarification and discussed individual items with staff.

\*Byrne and Dawkins left meeting at 6:45 p.m.

**Adjournment.** Chairman Dukes adjourned the meeting at 8:15 p.m.

ATTEST:

\_\_\_\_\_  
MATTHEW D. DUKES, II, Chairman

\_\_\_\_\_  
GUY HENSON, Acting Secretary



The City of  
**MIDWEST CITY**  
COMMUNITY DEVELOPMENT DEPARTMENT

Billy Harless, Community Development Director

ENGINEERING DIVISION  
Patrick Menefee, City Engineer  
CURRENT PLANNING DIVISION  
Kellie Gilles, Manager  
COMPREHENSIVE PLANNING  
Julie Shannon, Comprehensive Planner  
BUILDING INSPECTION DIVISION  
Charles Belk, Building Official  
GIS DIVISION  
Kathy Spivey, GIS Coordinator

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TO : Honorable Chairman and Trustees  
Midwest City Utilities Authority

FROM : Billy Harless, Director

DATE : June 13, 2017

SUBJECT : Discussion and consideration of renewing for fiscal year 2017-18 the contracts with:  
Cedar Creek Consulting in the amount of \$2650.00 for SCIP final plat; Cedar Creek  
Consulting in the amount of \$12,700.00 for SCIP water line extension.

Since all contracts expire at the end of each fiscal year, it is necessary to renew these contracts. The originals of these contracts are too voluminous to print in the agenda. If you would like to review a specific contract, they are in my office and available to you at your convenience.

Staff recommends approval.

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Billy Harless, AICP  
Community Development Director

BH:lkb



DISCUSSION ITEM







# THE CITY OF MIDWEST CITY

## MEMORANDUM

TO: Honorable Chairman and Trustees  
Midwest City Utilities Authority

FROM: Christy Barron, Finance Director

DATE: June 13, 2017

SUBJECT: Public hearing with discussion and consideration of adopting a resolution of the Midwest City Utilities Authority approving its budget for Fiscal Year 2017-2018 in the amount of \$25,200.

The budget for fiscal year 2017-2018 is being submitted for adoption. There has been due diligence on the part of the Trustees and Administration to provide the attached resolution. Additional information by fund and department can be seen in the appendix of the city council agenda. Budget meetings were held on May 22<sup>nd</sup> with the Trustees. A public hearing will be held prior to adoption. Staff recommends that the budget be adopted by resolution in the budget meeting with adjustments.

Christy Barron  
Finance Director

Attachment: Proposed Resolution

**RESOLUTION NO. UA2017-\_\_\_\_\_**

**A RESOLUTION OF THE MIDWEST CITY UTILITIES AUTHORITY ADOPTING ITS BUDGET FOR FISCAL YEAR 2017-2018 IN THE AMOUNT OF \$25,200.**

**WHEREAS**, a public hearing was held on June 13<sup>th</sup>, 2017 for the purpose of receiving citizens' input into the budgeting process;

**NOW, THEREFORE, BE IT RESOLVED BY THE CHAIRMAN AND TRUSTEES OF THE MIDWEST CITY UTILITIES AUTHORITY** that the following budget be adopted for Fiscal Year 2017-2018:

Midwest City Utilities Authority (193-8710)	\$25,200
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**PASSED AND APPROVED** by the Chairman and Trustees of the Midwest City Utilities Authority this 13<sup>th</sup> day of June, 2017.

MIDWEST CITY UTILITIES  
AUTHORITY

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
Secretary

APPROVED as to form and legality this 13<sup>th</sup> day of June, 2017.

\_\_\_\_\_  
City Attorney



NEW BUSINESS/  
PUBLIC DISCUSSION

