



CITY OF MIDWEST CITY MEETINGS FOR JUNE 11, 2024

All Council/Authority/Commission meetings of the City of Midwest City (MWC) elected officials will be held in the Council Chamber located at 100 N. Midwest Blvd., Midwest City, OK 73110, Oklahoma County, Oklahoma, unless notified otherwise.

Regularly scheduled meetings of the elected officials will be streamed live and recorded on the MWC YouTube channel: [Bit.ly/CityofMidwestCity](https://bit.ly/CityofMidwestCity) with the recorded videos available there within 48 hours.

Special Assistance for a Meeting: Send request via email to tanderson@midwestcityok.org or call 405-739-1220 no less than 24 hours prior to the start of a meeting. If special assistance is needed during a meeting, call 739-1388.

Please note that the elected officials will informally gather at or after 5:00 PM in the City Manager's Conference room for dinner for evening meetings; however, no business will be discussed or acted upon. Meals will only be provided to the City Council and staff. Doors to the Council Chamber will be open to the public fifteen minutes prior to the start of a meeting.

For the purposes of all meetings of the MWC elected and/or appointed officials, the term "possible action" shall mean possible adoption, rejection, amendments, postponements, and/or recommendation to the City Council and/or Authorities.

Pursuant to Midwest City Resolution 2022-50, the following rules of conduct and engagement are in effect for all meetings of the MWC elected and/or appointed officials:

1. Only residents of the City, and/or identifiable business doing business in or with the City, or where it is required by statute during public hearings may speak during a public meeting, unless by majority vote of the City Council, non-residents may be permitted to comment on agenda items that impact them. To verify this new requirement, speakers must state their name and City residential/business address or provide/present proof of residential/business address to the City Clerk before addressing the elected officials.
2. There will be a 4 (four) minute time restriction on each speaker, which can be extended by a vote of the City Council, only if it benefits and/or clarifies the discussion at hand. The City Clerk, or designee, will be the timekeeper and will notify the chair when time has expired.
3. The Mayor/Chair reserves the right to remove individuals from the audience if they become disorderly. If the Mayor/Chair asks a disruptive individual to leave and the individual refuses to leave, the meeting will be recessed and appropriate law enforcement action will be taken.
4. Agenda items requesting action of the elected officials shall include:
 1. Presentation by City Staff and/or their invited guest speaker;
 2. If a public hearing is required, questions and discussion by and between the elected officials, City Staff, and the public;
 3. Questions and discussion by and between the elected officials and City Staff, invited guest speaker, and/or public during a public hearing; and
 4. Motion and second by the elected officials.
 5. If a motion is to be amended, the one who made the motion may agree and restate the motion with the amendment; however, if the maker of the motion does not agree to the amendment, the motion may be voted on as it stands.
 6. Final discussion and possible action/amended motion by the elected officials.



CITY OF MIDWEST CITY COUNCIL AGENDA

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

June 11, 2024 – 6:00 PM

Presiding members: Mayor Matthew Dukes

Ward 1 Susan Eads

Ward 3 Rita Maxwell

Ward 5 Sara Bana

Ward 2 Pat Byrne

Ward 4 Marc Thompson

Ward 6 Rick Favors

City Staff:

City Manager Tim Lyon

City Clerk Sara Hancock

City Attorney Don Maisch

A. CALL TO ORDER.

B. OPENING BUSINESS.

- Invocation by Assistant City Manager Vaughn Sullivan
- Pledge of Allegiance by Carl Albert High School ROTC Cadets
- Mayoral Proclamations:
- Community-related announcements and comments

C. CONSENT AGENDA. These items are placed on the Consent Agenda so the Council members, by unanimous consent, can approve routine agenda items by one motion. If any Council member requests to discuss an item(s) or if there is not unanimous consent, then the item(s) will be removed and heard in regular order.

1. Discussion, consideration, and possible action to approve the May 28, 2024 meeting minutes. (City Clerk - S. Hancock)
2. Discussion, consideration and possible action of approving supplemental budget adjustments to the following funds for FY 2023-2024, increase: Workers Comp Fund, expenditures/Transfers Out (00) \$175,380. Risk Fund, revenue/Transfers In (00) \$175,380. Grants Fund, revenue/Intergovernmental (57) \$790,000; expenditures/Transfers Out (57) \$790,000. Capital Improvements Fund, revenue/Transfers In (00) \$790,000; expenditures/Capital Improvements (57) \$790,000. (Finance - T. Cromar)
3. Discussion, consideration, and possible action of awarding a bid to and entering into a contract with BWR Design Group, LLC for \$71,800.00 and for 60 Calendar Days for the design of Engineered Construction Plans for water and sewer line extensions to the intersection of S.E. 29th Street and Douglas Boulevard. City Council delegates the Mayor to sign and execute the contract. (Engineering & Construction Services - P. Menefee)

4. Discussion, consideration, and possible action of the approval of Change Order 2 for the 2018 Bond Asphalt Phase 4 project with Silver Star Construction Co., Inc. in the amount of \$172,998.96 respectively. City Council delegates the Mayor to sign and execute the agreement. (Engineering & Construction Services - P. Menefee)
5. Discussion, consideration, and possible action of approving a project agreement generally known as State Job Number 36725(04) with the Oklahoma Department of Transportation (ODOT) to receive \$324,000 in construction federal funds for a future federal aid project to construct sidewalk along the south side of NE 23rd St from Air Depot Blvd to Soldier Creek Industrial Park and associated work. (Engineering & Construction Services - B. Bundy)
6. Discussion, consideration, and possible action regarding entering into a contract for a Stop Loss Policy with HCC Life Insurance Company through Stealth Partner Group, LLC, to provide and administer specific and aggregate stop loss coverage for the Employee Health Benefits Plan for the fiscal year 2024-2025 at the rate of \$5.09 per employee per month for an annual attachment point of \$11,033,491.32 and \$109.30 per employee per month for a specific attachment point of \$150,000 per covered person. (Human Resources - T. Bradley)
7. Discussion, consideration and possible action of approving a Public Safety Answering Point (PSAP) Agreement with SSM Health-St. Anthony Hospital-Midwest Ambulance Service. (City Management - R. Rushing)
8. Discussion, consideration, and possible action of approving an Ancillary Agreement with Sooner Town Center, LLC and Sooner Town Center II, LLC. (D. Maisch – City Attorney).
9. Discussion, consideration, and possible action regarding the Administrative Services Agreement with Health Care Services Corporation to provide administrative services for the Employee Health Benefits Plan for the FY 2024-2025 for a net cost of \$65.26 per employee per month. (Human Resources - T. Bradley)
10. Discussion, consideration, and possible action of purchasing an excess general liability insurance policy with Berkley Public Entity for fiscal year 2024-2025 at an annual cost of \$215,000 with a self-insured retention of \$250,000. Policy limits are \$1,000,000 per occurrence with a \$2,000,000 aggregate. (Risk Management - L. Smithson)
11. Discussion, consideration, and possible action of renewing an administrative service contract with Consolidated Benefits Resources to provide claims services for the City of Midwest City's workers compensation, and general liability programs for fiscal year 2024-2025 for the amount of \$42,000 per year with no changes from the current contract and the proposed contract. (Risk Management - L. Smithson)
12. Discussion, consideration, and possible action of renewing an excess workers compensation policy with Midwest Employers for the City of Midwest City's Workers' Compensation Self-Insurance Plan for fiscal year 2024-2025 at an annual cost of \$148,942 with a self-insured retention of \$750,000 per claim for Police and Fire, and \$500,000 for all other employees. (Risk Management - L. Smithson)

13. Discussion, consideration, and possible action of renewing a property insurance policy with a \$10,000 deductible, including wind and hail for the premium rate of \$417,667 for fiscal year 2024-2025 with Oklahoma Municipal Assurance Group (OMAG). (Risk Management - L. Smithson)
14. Discussion, consideration, and possible action of renewing our auto liability and auto/equipment physical damage policy with Oklahoma Municipal Assurance Group (OMAG). The auto and equipment policy has a \$1,000 deductible for comprehensive and collision coverage, including auto liability at a premium rate of \$255,769 for fiscal year 2024-2025. (Risk Management - L. Smithson)
15. Discussion, consideration, and possible action of renewing an excess general liability insurance policy with States Self-Insurers Risk Retention Group, Inc. for fiscal year 2024-2025 at an annual cost of \$164,626 with a self-insured retention of \$1,000,000. Policy limits are \$2,000,000 per occurrence with a \$5,000,000 aggregate. (Risk Management - L. Smithson)
16. Discussion, consideration, and possible action regarding the renewal of the Collective Bargaining Agreement (CBA) between the City of Midwest City and the International Association of Firefighters (IAFF) Local 2066, as negotiated to be effective from July 1, 2022, through June 30, 2025. (Human Resources - T. Bradley)
17. Discussion, consideration, and any possible action of approving renewing contracts without modifications for FY 2024-2025 with Azteca Systems, LLC for Cityworks maintenance in the amount of \$178,231.20 and Central Square for Naviline maintenance in the amount of \$122,730.54. (Information Technology - A. Stephenson)
18. Discussion, consideration, and possible action of making a matter of record Permit No. SL000055240237 from the State Department of Environmental Quality for the O'Reilly's sewer line extension located at 9809 S.E. 15th, Midwest City, Oklahoma. (Engineering & Construction Services - P. Menefee)
19. Discussion, consideration, and possible action of passing and approving a resolution nominating Richard "Troy" Bradley as a candidate to fill the Trustee-at-Large position on the Board of Trustees of the Oklahoma Municipal Retirement Fund (OkMRF) representing all OkMRF members for a five year term beginning October 1, 2024, through October 1, 2029. (City Manager - T. Lyon)
20. Discussion, consideration, and possible action of appointing Alan Clark for a three-year term to the City of Midwest City Builder's Advisory Board. (Engineering & Construction Services - R. Fryar)
21. Discussion, consideration, and possible action of reappointing Steve Franks and Steve Bagwell for three-year terms to the City of Midwest City Plumbing, Gas, and Mechanical Board. (Engineering & Construction Services - R. Fryar)
22. Discussion, consideration and possible action of reappointing Wade Moore to the Urban Renewal Authority for a three year term ending July 31, 2027. (City Manager - T. Lyon)

D. DISCUSSION ITEMS.

1. Discussion, consideration, and possible action of adopting an Ordinance amending the Midwest City Municipal Code, Chapter 32 Peddlers and Solicitors; Article IV, Garage Sales, Yard Sales, Etc.; Section 32-76, Exemption; and Providing for Repealer and Severability. (D. Maisch – City Attorney).
2. Public hearing with discussion, consideration and possible action on a resolution approving the City of Midwest City, Oklahoma budget for fiscal year 2024-2025 in the amount of \$126,237,836 and establishing budget amendment authority. (Finance - T. Cromar)

E. EXECUTIVE SESSION.

1. Discussion, consideration, and possible action to 1) entering into executive session, as allowed under Title 25 Section 307 (B)(4) to discuss confidential communications between a public body and its attorney concerning a pending investigation, claim, or action of the public body with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest regarding review of litigated settlements and Attorney General Opinion 2024-8 and 2) authorizing the City Manager to take action as appropriate based on discussion. (City Manager T. Lyon)

- F. NEW BUSINESS/PUBLIC DISCUSSION. “In accordance with State Statute Title 25 Section 311. Public bodies - Notice. A-9, the purpose of the "New Business" section is for action to be taken at any Council/Authority/Commission meeting for any matter not known about or which could not have been reasonably foreseen 24 hours prior to the public meeting. The purpose of the "Public Discussion" section of the agenda is for members of the public to speak to the Council on any subject not scheduled on the regular agenda. The Council shall make no decision or take any action, except to direct the City Manager to take action, or to schedule the matter for discussion at a later date. Pursuant to the Oklahoma Open Meeting Act, the Council will not engage in any discussion on the matter until that matter has been placed on an agenda for discussion. THOSE ADDRESSING THE COUNCIL ARE REQUESTED TO STATE THEIR NAME AND ADDRESS PRIOR TO SPEAKING TO THE COUNCIL.”

G. FURTHER INFORMATION.

1. Energy Efficiency and Conservation Block Grant (EECBG) Funding Allocation. Informational purposes only. (Grants Management - T. Craft)

H. ADJOURNMENT.



CONSENT AGENDA



Notice for the Midwest City Council meetings was filed for the calendar year with the City Clerk of Midwest. Public notice of this agenda was accessible at least 24 hours before the meeting at City Hall and on the Midwest City website (www.midwestcityok.org).

Midwest City Council Minutes

May 28, 2024

This meeting was held in the City Hall Council Chambers at City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma.

Mayor Matt Dukes called the meeting to order at 6:03 PM with the following member present:

Ward 1 Susan Eads	Ward 2 Pat Byrne	City Manager Tim Lyon
Ward 3 Rita Maxwell	Ward 4 Marc Thompson	City Clerk Sara Hancock
Ward 5 Sara Bana	Ward 6 Rick Favors	City Attorney Don Maisch

OPENING BUSINESS. The Invocation and Pledge of Allegiance was led by Liam Hayes. Mayor presented proclamation to Cannon Deeter. Marcus Hayes recognized Miss Juneteenth D’Azhane Frazier and Little Miss Juneteenth Drew Elizabeth Bradley. City Manager Tim Lyons made community-related announcements and comments.

At 6:07 PM Bana left her seat but remained in Chambers; returned at 6:09 PM.

CONSENT AGENDA. Bana made a motion to approve the consent agenda with the exception of pulling items 5, 6, 9, 11, and 12, seconded by Eads. Voting Aye: Eads, Byrne, Maxwell, Thompson, Bana, Favors, and Dukes. Nay: None. Motion Carried.

1. Discussion, consideration, and possible action to approve the April 23, 2024 special meeting minutes.
2. Discussion, consideration, and possible action to approve the April 23, 2024 meeting minutes.
3. Discussion, consideration, and possible action approving the combined minutes of the May 2, 2024 special meeting.
4. Discussion, consideration and possible action of approving supplemental budget adjustments to the following funds for FY 2023-2024, increase: Park & Recreation Fund, expenditures/Pool (19) \$3,000. Capital Improvements Fund, expenditures/Capital Improvements (57) \$145,000. Grants/Housing Activities Fund, revenue/Miscellaneous (37) \$15,000; expenditures/Housing (37) \$15,000.
7. Discussion, consideration, and possible action of making a matter of record Permit No. WL000055231120 from the State Department of Environmental Quality for the N.E. 23rd Street waterline extension from Spencer Road to Douglas Boulevard, Midwest City, Oklahoma.
8. Discussion, consideration, and possible action of approving Change Order #05 with the Oklahoma Department of Transportation for STP-255D(479)AG, State Job Number 33124(04), Reno Avenue resurfacing project for \$0.00.

10. Discussion, consideration, and possible action of accepting four (4) grants of Permanent Easement and three (3) grants of Temporary Easement from various grantors, across certain parcels of land located within the corporate boundaries of Midwest City in Section 9, Township 11 North, Range 2 West of the Indian Meridian, Oklahoma County, Oklahoma.
13. Discussion, consideration and possible action for consideration of appointing a qualified elector residing in Oklahoma County, to represent the City of Midwest City on the Board of Directors of the Central Oklahoma Master Conservancy District (COMCD) for a four-year term and submitting the name to the Cleveland County district judge, who will appoint them to membership on the Board of Directors of the COMCD for a four-year term ending on May 28, 2028.
14. Discussion, consideration, and possible action of appointing Brittany Hussian (Ward 4) to the Midwest City Park & Recreation Board to fill Council member Marc Thompson's seat, which he had to vacate upon his election to the Council, for the unexpired term ending on April 22, 2025, and for an addition full three-year term to end on May 23, 2028.
15. Discussion, consideration, and possible action of declaring as surplus the items of found property and seized non-drug evidence on the attached list, and authorizing their disposal through sealed bid or public auction, or destruction in the case of items posing a threat to the general safety of the general public.
16. Discussion, consideration and possible action of declaring as surplus eighty-four (84) firearms of various calibers as surplus and authorizing their disposal by trade-in towards future purchases with GT Distributors-Austin, Texas for a trade-in amount of \$10,500.00.
17. Discussion, consideration, and possible action declaring (3) chairs as surplus and authorizing their disposal through sealed bid, public auction, or by other means as necessary.
18. Discussion, consideration, and possible action of 1) declaring various computer equipment and other miscellaneous items of City property as obsolete, defective, or replaced; and 2) authorizing their disposal by public auction, sealed bid or other means as necessary.
5. **Discussion, consideration, and possible action regarding the health premiums for the fiscal year 2024-2025 in amounts necessary to cover the projected expenditures and for the Employee Health Plan to be actuarially sound, and the adoption of the Employee Life and Health Committee recommendations for the Health Plan.**

After Lyon and Bana discussion, Bana made a motion to approve, seconded by Favors. Voting Aye: Eads, Byrne, Maxwell, Thompson, Bana, Favors, and Dukes. Nay: None. Motion Carried.

6. **Discussion, consideration, and possible action of approving Change Order Number 5 to the contract agreement with Downey Contracting L.L.C. for the Construction of One 1.75 MG ground (at grade) water storage and a new booster pump station located in the vicinity of Felix Place north of S.E. 15th Street in the amount of \$99,500.00.**

No Action Taken.

- 9. Discussion, consideration, and possible action of the City Council to approve and execute the Amended and Restated Hospital Sublease and Lease Agreement between the Midwest City Memorial Hospital Authority and SSM Health Care of Oklahoma, authorizing the Mayor and City Clerk to sign the Agreement evidencing such approval, and authorizing the Mayor and City Clerk to sign all other necessary documents prudent and necessary to close this transaction for the renovations to the Midwest City Hospital.**

Maisch and Counsel Amanda Carpenter addressed the council. After Staff and Council discussion, Eads made a motion to approve and execute the agreement, seconded by Byrne. Voting Aye: Eads, Byrne, Maxwell, Thompson, Favors, and Dukes. Nay: Bana. Motion Carried.

- 11. Discussion, consideration, and possible action of approving and executing the Settlement Agreement and Final Order concerning Riverside Mobile Home Park, case filed in the District Court for Oklahoma County, Case Number CV-2024-312.**

Maisch addressed the Council. After Staff and Council discussion, Bana made a motion to approve and execute the agreement and order, seconded by Byrne. Voting Aye: Eads, Byrne, Maxwell, Thompson, Bana, Favors, and Dukes. Nay: None. Motion Carried.

- 12. Discussion, consideration, and possible action of appointing Ted Nugent to the Urban Renewal Authority to fill the unexpired term of Jack Fry to end July 31, 2026.**

Masich and Coleman addressed the Council. After Staff and Council discussion, Eads made a motion to approve the appointment, seconded by Byrne. Voting Aye: Eads, Byrne, Thompson, Favors, and Dukes. Nay: Maxwell and Bana. Motion Carried.

At 6:46 PM Eads made a motion to recess, seconded by Bana; meeting reconvened at 7 PM.

DISCUSSION ITEMS.

- 1. Discussion, consideration, and possible action of awarding the bid to and entering into a contract with Central Bridge Company for \$452,511.00 and 120 Calendar Days for the N.E. 36th Street Bridge Rehabilitation Project. City Council delegates the Mayor to sign and execute the contract.**

Bundy addressed the Council. After Staff and Council discussion, Thompson made a motion to approve, seconded by Bana. Voting Aye: Eads, Byrne, Maxwell, Thompson, Bana, Favors, and Dukes. Nay: None. Motion Carried.

- 2. Discussion, consideration, and possible action of 1) approval of and entering into a project agreement with the State of Oklahoma, by and through the Oklahoma Tourism and Recreation Department to receive \$254,000 in grant funds for the construction of Phase III of the SCIP Recreational Trail and agreeing to provide \$70,000 in local matching funds; 2) authorization of the Mayor, City Manager, and/or his designee to enter into the necessary contracts and documents to implement all aspects of the grant.**

Craft addressed the council. Byrne made a motion to approve, seconded by Bana. Voting Aye: Eads, Byrne, Maxwell, Thompson, Bana, Favors, and Dukes. Nay: None. Motion Carried.

- 3. Discussion, consideration, and possible action of awarding the bid to and entering into a contract with Innovative Mechanical for \$374,000 and 180 Calendar Days for replacement of various HVAC equipment at City Hall. City Council delegates the Mayor to sign and execute the contract.**

Bundy addressed the Council. Thompson made a motion to approve, seconded by Favors. Voting Aye: Eads, Byrne, Maxwell, Thompson, Bana, Favors, and Dukes. Nay: None. Motion Carried.

- 4. (PC-2175) Public hearing, discussion, consideration, and possible action of a resolution amending the comprehensive plan from Medium Density Residential Land Use to Office/Retail Land Use and; an ordinance to redistrict from Single-Family Detached Residential District (“R-6”) to General Office District (“O-2”) for the property described as a part of the Northwest Quarter (NW/4) of Section One (1), Township Eleven (11) North, Range Two (2) West of the Indian Meridian, Oklahoma County, Oklahoma, located at 9220 E. Reno Ave., Midwest City.**

Summers and applicant Cy Valanejad of 9260 Elaine addressed the council. After Staff and Council discussion, Byrne made a motion to approve Resolution 2024-06 and Ordinance 3561, seconded by Maxwell. Voting Aye: Eads, Byrne, Maxwell, Thompson, Bana, Favors, and Dukes. Nay: None. Motion Carried.

- 5. (PC-2176) Public hearing, discussion, consideration, and possible action for a Special Use Permit (SUP) to allow “Low Impact Institutional: Neighborhood Related” in the (R-6) Single-Family Detached Residential District for the property described as a part of the Northwest Quarter (NW/4) of Section Twenty-Six (26), Township Twelve (12) North, Range Two (2) West of the Indian Meridian, Oklahoma County, Oklahoma, located at 8100 NE 23rd St.**

Summers addressed the Council. Thompson made a motion to approve the SUP, seconded by Byrne. Voting Aye: Eads, Byrne, Maxwell, Thompson, Bana, Favors and Dukes. Nay: None. Motion Carried.

NEW BUSINESS/PUBLIC DISCUSSION. Marcus Hayes of 4416 Bonaparte addressed the council.

At 7:19 PM Council recessed and reconvened at 7:28 PM.

EXECUTIVE SESSION.

- 1. Discussion, consideration, and possible action to 1) entering into executive session, as allowed under Title 25 Section 307 (B)(4) to discuss confidential communications between a public body and its attorney concerning a pending investigation, claim, or action of the public body with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest regarding review of litigated settlements and 2) authorizing the City Manager to take action as appropriate based on discussion.**

No Action Taken.

ADJOURNMENT. There being no further business, Mayor Dukes adjourned the meeting at 7:24 PM

ATTEST:

MATTHEW D DUKES II, Mayor

SARA HANCOCK, City Clerk



Finance Department
100 N. Midwest Boulevard
Midwest City, OK 73110
tcromar@midwestcity.org
Office: 405-739-1245
www.midwestcityok.org

TO: Honorable Mayor and City Council

FROM: Tiatia Cromar, Finance Director

DATE: June 11, 2024

SUBJECT: Discussion, consideration and possible action of approving supplemental budget adjustments to the following funds for FY 2023-2024, increase: Workers Comp Fund, expenditures/Transfers Out (00) \$175,380. Risk Fund, revenue/Transfers In (00) \$175,380. Grants Fund, revenue/Intergovernmental (57) \$790,000; expenditures/Transfers Out (57) \$790,000. Capital Improvements Fund, revenue/Transfers In (00) \$790,000; expenditures/Capital Improvements (57) \$790,000.

The first two supplements are needed to budget transfer from Workers Comp Fund to Risk Fund to reimburse Risk Fund for fifty percent of overhead expenses paid by Risk Fund during fiscal year 2023-2024. The third and fourth supplements are needed to budget receipt of Land and Water Conservation Fund Grant from Oklahoma Tourism & Recreation Department and transfer of grant proceeds from Grants Fund to Capital Improvements Fund to reimburse for expenses related to Mid-America Park Expansion Project.

Tiatia Cromar

Tiatia Cromar
Finance Director

SUPPLEMENTS

June 11, 2024

Fund WORKERS COMP (204)		BUDGET AMENDMENT FORM Fiscal Year 2023-2024			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
0	Transfers Out			175,380	
		<u>0</u>	<u>0</u>	<u>175,380</u>	<u>0</u>

Explanation:
To budget transfer out to reimburse Risk Fund for overhead costs which should be paid fifty percent by Workers Comp Fund. Funding to come from fund balance.

Fund RISK (202)		BUDGET AMENDMENT FORM Fiscal Year 2023-2024			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
0	Transfers In	175,380			
		<u>175,380</u>	<u>0</u>	<u>0</u>	<u>0</u>

Explanation:
To budget transfer in from Workers Comp Fund to reimburse fifty percent of overhead costs.

Fund GRANTS (143)		BUDGET AMENDMENT FORM Fiscal Year 2023-2024			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
57	Intergovernmental	790,000			
57	Transfers Out			790,000	
		<u>790,000</u>	<u>0</u>	<u>790,000</u>	<u>0</u>

Explanation:
To budget receipt of Land & Water Conservation Fund Grant from Oklahoma Tourism & Recreation Department and transfer out of grant proceeds to Capital Improvements Fund.

Fund CAPITAL IMPROVEMENTS (157)		BUDGET AMENDMENT FORM Fiscal Year 2023-2024			
		Estimated Revenue		Budget Appropriations	
<u>Dept Number</u>	<u>Department Name</u>	<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
0	Transfers In	790,000			
57	Capital Improvements			790,000	
		<u>790,000</u>	<u>0</u>	<u>790,000</u>	<u>0</u>

Explanation:
To budget transfer in of proceeds of Land & Water Conservation Fund Grant to be used to reimburse expenses related to Mid-America Park Expansion Project.



**Engineering and
Construction Services**
100 N Midwest Boulevard
Midwest City, OK 73110
Office 405.739.1220

To: Honorable Mayor and Council

From: Patrick Menefee, P.E., City Engineer

Date: May 28th, 2024

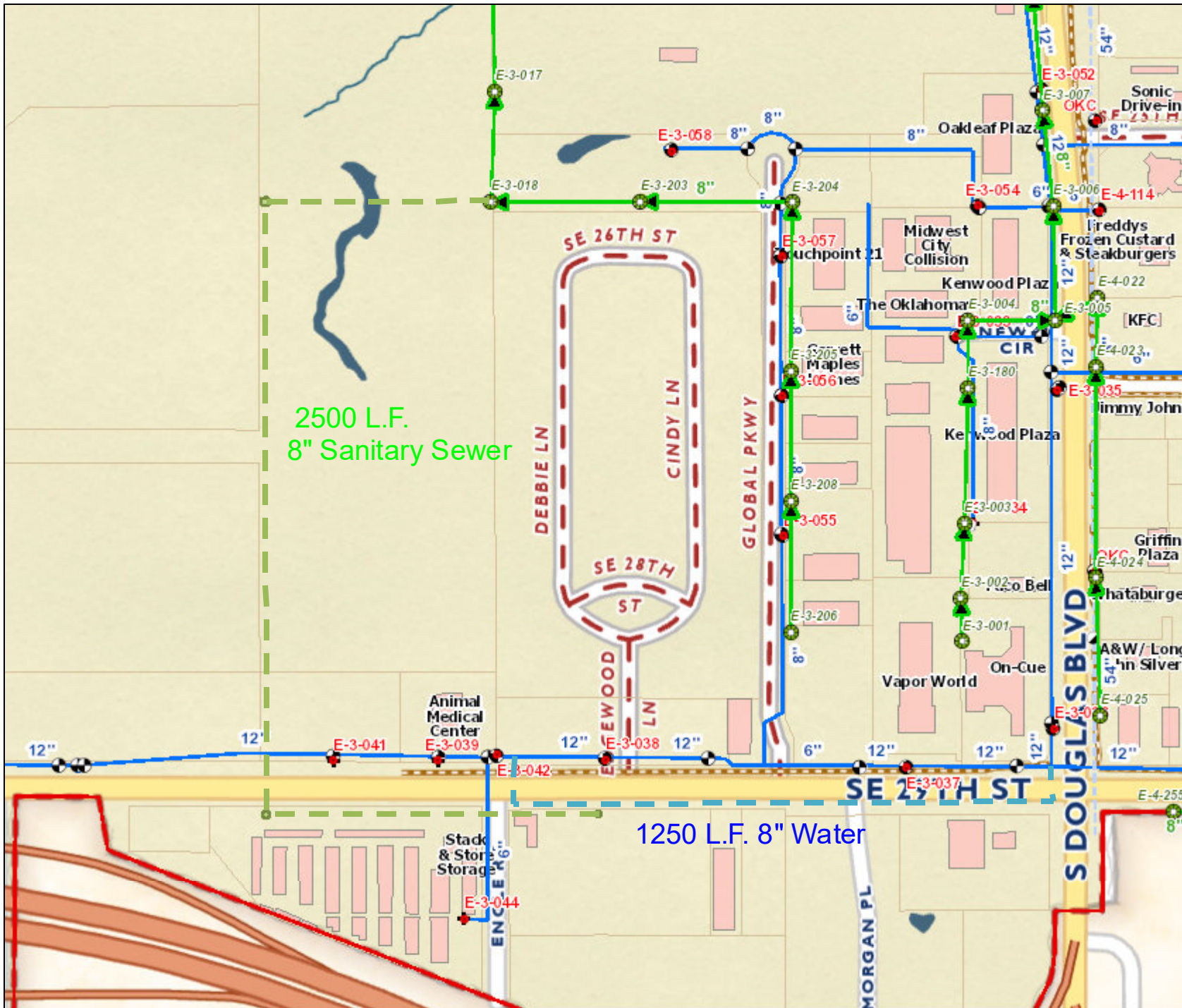
Subject: Discussion, consideration, and possible action of awarding a bid to and entering into a contract with BWR Design Group, LLC for \$71,800.00 and for 60 Calendar Days for the design of Engineered Construction Plans for water and sewer line extensions to the intersection of S.E. 29th Street and Douglas Boulevard. City Council delegates the Mayor to sign and execute the contract.

The City of Midwest City solicited design estimates from different professional engineering firms for the Engineered Construction Plans for the water and sewer line extensions to the intersection of S.E. 29th Street and Douglas Boulevard. Part of the area around the intersection does not currently have access to the City's water and sewer systems. The extension of the City's infrastructure will encourage future development.

The project is funded in the budget under the description SWR Line Ext 29 & Douglas in the 194 29th Street fund under the Project Number 921501. BWR Design Group, LLC's professional services agreement and site map are attached.



Patrick Menefee, P.E.,
City Engineer
Attachment



Legend

- Sanitary Sewer Manholes
- Lift Stations
- Lampoles
- Sewer Lines
- Water Wells
- Air Release Valves
- Blowoffs
- Fire Hydrants
- Valves**
- Butterfly
- Gate
- One Way
- Unknown
- Water Lines**
- Distribution
- Water Well
- OKC Cross Country
- Special Utility
- Accessories
- Landmark
- Buildings
- Parcels

1 in = 376 ft
 when printed on standard size paper
 on 8-1/2" X 11" 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 contained therein, is at that party's own risk and without liability to the City of Midwest City, its officials or its employees for any damages, errors or variances that may exist.

PROFESSIONAL SERVICES AGREEMENT
between
BWR Design Group, LLC
And
THE CITY OF MIDWEST CITY

THIS PROFESSIONAL SERVICES AGREEMENT (hereinafter referred to as “**Agreement**”) is entered into by and among The City of Midwest City, a municipal corporation (hereinafter referred to as “**City**”), and BWR Design Group, LLC, (hereinafter referred to as “**Service Provider**”) (**City**, and **Service Provider** being collectively referred to herein as the “**Parties**”) and is effective upon the date of execution by the last party hereto.

WITNESSETH:

WHEREAS, **City** is in need of the following professional services Civil
Engineering design services of public water and sanitary sewer line extension; and

WHEREAS, **Service Provider** is in the business of providing professional services that is needed by the **City**; and

WHEREAS, the **City** and the **Service Provider** have reached an agreement for the **Service Provider** to provide the **City** the requested professional services; and

WHEREAS, **City** hereby retains **Service Provider** to provide professional services as an independent contractor; and

WHEREAS, **Service Provider** agrees to provide the **City** all services, in accordance with the standards exercised by experts in the field, necessary to provide the **City** services, products, solutions and deliverables that meet all the purposes and functionality requested or described in this Agreement.

NOW, THEREFORE, for and in consideration of the above premises and mutual covenants as set forth herein, the **City**, and **Service Provider** hereby agree as follows:

1. Services, Products, Solutions and Deliverables

Subject to the terms and conditions of this Agreement, the **City** retains the **Service Provider** as an independent contractor, to provide **City** all services, in accordance with the standards exercised by experts in the field, necessary to provide the **City** services, products,

PROFESSIONAL SERVICES AGREEMENT
between
BWR Design Group, LLC
And
THE CITY OF MIDWEST CITY

solutions, and deliverables (collectively referred to as “Deliverables”) that meet all the purposes and functionality requested or described in this Agreement. The **City** shall meet with **Service Provider** to identify service needs on a project by project basis. **Service Provider** will provide a written proposal for the identified services in accord with the terms and conditions of this Agreement. The **City** may issue a purchase order for the identified services accompanied by **Service Provider’s** written proposal. Upon issuance of the purchase order, the **Service Provider** shall be responsible for timely providing the services authorized by the purchase order (“Project”). Upon completion of the Project (services in a purchase order), the **Service Provider** will issue an invoice to the **City** and, upon approval of the invoice, the **City** will pay the invoice. Upon completion of each Project and provision to the **City** of all Deliverables for that Project and payment of the invoice for that Project to the **Service Provider**, the **City** shall own all rights and license for the Deliverables and other work products related to that Project.

a) This Agreement governs the Scope of Services including, but not limited to, all Deliverables to be provided by **Service Provider** to the **City**. The Attachments are incorporated into this Agreement by reference and, should there be a conflict in language, terms, conditions, or provisions, shall have the priority and precedential value as set forth in this Agreement.

b) The text of this Agreement together with the Attachments constitutes the entire Agreement and the only understanding and agreement between the **City** and the **Service Provider** with respect to the services, products, solutions and deliverables to be provided by the **Service Provider** hereunder. This Agreement may only be amended, modified or changed in writing when signed by all parties, or their respective specifically authorized representatives, as set forth in this Agreement.

c) If there is a conflict in language, terms, conditions, or provisions, in this Agreement

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between the text of this document, and any language, term, condition, or provision in any Attachment, then the text of this document, shall govern and control over any conflicting language, term, condition, or provision in any Attachment. As among the Attachments any conflict in the language, terms, conditions, or provisions shall be governed in the following order of priority and precedence:

- Attachment “A” (“Scope of Services”)
- Attachment “B” (“Schedule of Fees / Rate Card”),
- Attachment “C” (“**Service Provider’s Team**”),
- Attachment “D” (“Insurance”).

2. RETENTION OF SERVICES PROVIDER AND SCOPE OF SERVICES

A. **Service Provider** is solely responsible for the actions, non-action, omissions, and performance of **Service Provider’s** employees, agents, contractors, and subcontractors (herein collectively included in the term “Service Provider’s Project Team”) and to ensure the timely provision of each Project, timely performance of the Scope of Services, and the timely performance of each Project and the provision of all Deliverables as each are defined in **Attachment “A” (“Scope of Services”)** or the Project.

B. **Service Provider** will be solely responsible to ensure the **Service Provider’s Project Team** fully understands each Project, the Scope of Services, the Deliverables, the schedule for performance, and **City’s** goals and purposes. Service Provider will be solely responsible to ensure the **Service Provider’s Team**, specifically assigned to work on the Project for the City, is adequately trained, instructed, and managed so that **Service Provider** timely provides each Project task and satisfies the **Service Provider’s** obligations under this Agreement. The **Service Provider** may not change the **Service Provider’s Team**, for the services to be provided as set forth on Attachment “C” (“**Service Provider’s Team**”) without the prior written consent of the **City**.

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C. **Service Provider** shall comply with all applicable federal, state and local laws, standards, codes, ordinances, administrative regulations and all amendments and additions thereto, pertaining in any manner to the performance or services provided under this **Agreement**. **Service Provider** shall obtain all patents, licenses and any other permission required to provide all Deliverables and for use of all Deliverables by the **City**.

3. CONSIDERATION

A. The **City** shall pay the **Service Provider** the compensation after completion of Projects or Deliverables as specified in Attachment “B” (“**Schedule of Fees / Rate Card**”).

B. The **City** and the **Service Provider** acknowledge that the compensation to be paid the **Service Provider** pursuant to this **Agreement** has been established at an amount reasonable for the availability and services of the **Service Provider and the Service Provider’s Team**.

4. INDEPENDENT CONTRACTOR STATUS

The parties hereby acknowledge and covenant that:

A. **Service Provider** is an independent contractor and will act exclusively as an independent contractor is not an agent or employee of the **City** in performing the duties in this Agreement.

1. The parties do not intend, and will not hold out that there exists, any corporation, joint venture, undertaking for a profit or other form of business venture or any employment relationship among the parties other than that of an independent contractor relationship.

2. All payments to **Service Provider** pursuant to this **Agreement** shall be due and payable in the State of Oklahoma, even if services of **Service Provider** are performed outside the State of Oklahoma.

B. The **City** shall not withhold any social security tax, workmen’s compensation, Medicare tax, federal unemployment tax, federal income tax, or state income tax from any compensation paid to **Service Provider** as **Service Provider** is an independent contractor and

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the members of its **Service Provider's Team**, assigned to work on the Project for the **City** are not employees of the **City**. Any such taxes, if due, are the responsibilities of **Service Provider** and will not be charged to the **City**.

C. **Service Provider** acknowledges that as an independent contractor it and **Service Provider's Project Team**, assigned to work on the Project for the **City** are not eligible to participate in any health, welfare or retirement benefit programs provided by the **City** or its employees.

5. TERM, TERMINATION AND STOP WORK

A. This **Agreement** shall commence upon execution by the last party hereto and shall continue in effect for one-year from the date of execution, unless terminated by either party as provided for herein. This **Agreement** may be extended by mutual agreement of the **Parties** in one-year increments, until the Project is completed and accepted as provided herein.

B. The **City** issue notices of termination or suspension to the **Service Provider**. This **Agreement** may be terminated, with or without cause, upon written notice, at the option of **City**.

1. Upon receipt of a notice of termination for the *convenience* from the **City**, the **Service Provider** shall immediately discontinue all services and activities (unless the notice directs otherwise), and

2. Upon payment for products or services fully performed and accepted, **Service Provider** shall deliver to the **City** all licenses, work, products, deliverables, solutions, communication recommendations, plans, messaging strategies, style guides, design elements, internal and external messaging campaigns, documents, data analysis, reports, and other information and materials accumulated or created in performing this **Agreement**, whether same are complete or incomplete, unless the notice directs otherwise. Upon termination for the *convenience* by the **City**, the **City** shall pay **Service Provider** for completed Projects and Deliverables up to the time of the notice of termination for *convenience*, in accordance with the

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terms, limits and conditions of the **Agreement** and as further limited by the “not to exceed” amounts set out in this **Agreement**.

3. Upon notice of termination for *cause* from the **City**, the **Service Provider** shall not be entitled to any prior or future payments, including, but not limited to, any services, performances, work, products, deliverables, solutions, costs, or expenses, and **Service Provider** shall release and waive any interest in any retainage. The **City** may hold any outstanding payments for prior completed Projects, Deliverables, Services or expenses and any retainage as security for payment of any costs, expenses, or damages incurred by the **City** by reason of **Service Provider’s** breach or other cause. Provided, however, upon notice of termination for cause, the **Service Provider** shall deliver to the **City** services, products, solutions, and Deliverables including, but limited to, all communication recommendations, plans, messaging strategies, style guides, design elements, internal and external messaging campaigns, documents, data analysis, reports, and other information and materials accumulated or created in performing this **Agreement**, whether complete or incomplete, unless the notice directs otherwise.

4. The rights and remedies of the **City** provided in this paragraph are in addition to any other rights and remedies provided by law or under the **Agreement**. Termination herein shall not terminate or suspend any warranty, indemnification, insurance, or confidentiality required to be provided by **Service Provider** under this **Agreement**.

C. Upon notice to **Service Provider**, the **City** may issue a stop work order suspending any Projects, services, performances, work, products, Deliverables, or solutions under this **Agreement**. Any stop work order shall not terminate or suspend any warranty, indemnification, insurance, or confidentiality required to be provided by **Service Provider** under this **Agreement**. In the event the **City** issues a stop work order to **Service Provider**, the **City** will provide a copy of such stop work order to the **Service Provider**. Upon receipt of a stop work order issued from the **City**, the **Service Provider** shall suspend all work, services and activities except such

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work, services, and activities expressly directed by the **City** in the stop work order. Upon notice to the **Service Provider**, this **Agreement**, and any or all work, services, and activities thereunder, may be suspended up to thirty (30) calendar days by the **City**, without cause and without cost to the **City**; provided however, the **Service Provider** shall be entitled to an extension of all subsequent deadlines for a period equal to the suspension periods for those suspended work, services, and activities only.

D. Obligation upon Termination for *Convenience*.

1. In the event this **Agreement** is terminated for convenience hereunder, the **City** shall pay **Service Provider** for such properly documented invoices, if any, in accordance with the provisions of this **Agreement** above, through the date of termination for *convenience* and the period set forth in the notice, and thereafter the **City** shall have no further liability under this **Agreement** to **Service Provider** and **Service Provider** shall have no further obligations to the **City**.

2. Upon termination for *convenience* of the Project and the providing to the **City** of all Deliverables for the Project and payment of the invoice for the Project to **Service Provider**, the **City** shall own all rights and license for the Deliverables and other work products related to that Project.

6. WARRANTIES

A. **Service Provider** warrants that the Projects performed and Deliverables provided under this **Agreement** shall be performed consistent with generally prevailing professional standards and expertise. **Service Provider** shall maintain during the course of this **Agreement** said standard of care, expertise, skill, diligence and professional competency for any and all such services, products, solutions and deliverables. **Service Provider** agrees to require all members of the **Service Provider's Team**, also including FTEs assigned to work on the Project, to provide any and all services, products, solutions and Deliverables at said same standard of care, expertise, skill, diligence and professional competence required of **Service Provider**.

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B. During the term of this **Agreement**, the **City's** initial remedy for any breach of the above warranty shall be to permit **Service Provider** one additional opportunity to perform the work, services, and activities or provide the Projects and Deliverables without additional cost to the **City**. If the **Services Provider** cannot perform the work, services, and activities or provide the products, solutions and deliverables according to the standards and requirements set forth in this **Agreement** within thirty (30) calendar days of the original performance date, the **City** shall be entitled to recover, should the **City** so determine to be in their best interest, any fees paid to the **Service Provider** for previous payments, including, but not limited to, work, services, activities services, Projects and Deliverables and **Service Provider** shall make reimbursement or repayment within thirty (30) calendar days of a demand by the **City**. Should the **Service Provider** fail to reimburse the **City** within thirty (30) calendar days of demand, the **City** shall also be entitled to interest at 1.5% percent per month on all outstanding reimbursement and repayment obligations.

C. The **Service Provider** also acknowledges and agrees to provide all express and implied, warrants required or provided for by Oklahoma statutory and case law. This warrant is in addition to other warranties provided in or applicable to this **Agreement** and may not be waived by any other provision, expressed or implied, in this **Agreement** or in any **Attachment** hereto.

7. INSURANCE

A. **Service Provider** must provide and maintain at all times throughout the term of this **Agreement**, and any renewal hereof, such *commercial general insurance with a limit of \$1,000,000 per occurrence for bodily injury and property damage and \$2,000,000 general aggregate* protecting the **City** from claims for bodily injury (*including death*) and or property damage arising out of or resulting from the **Service Provider**, and its employees, use and occupancy of the premises and the activities conducted thereon . The insurance coverage required in this paragraph must include the **City** as additional insureds as their interest may appear under

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this **Agreement** under the policy or policies.

B. A certificate of insurance evidencing the coverage required herein shall be provided to the **City** within five (5) days of the execution of this **Agreement**.

C. **Service Provider** shall require any contractor or subcontractor to obtain and maintain substantially the same coverage as required of **Service Provider** including the **City** as an additional insured as their interest may appear under this **Agreement**.

D. The insurance requirements set forth herein must not be deemed to limit, affect, waive, or define any obligations of the **Service Provider** in any other paragraph of this **Agreement** or any indemnification or insurance requirement in any other paragraph of this **Agreement**. This paragraph must continue in full force and affect for any act, omission, incident or occurrence occurring or commencing during the term of this **Agreement**. Further, the insurance coverage required by this paragraph will survive revocation, non-renewal, termination and expiration of this **Agreement** for any occurrence or event occurring, initiated, or commencing prior to such revocation, non-renewal, termination and expiration or during the period in which the **Service Provider** is services under the **Agreement**.

E. Provided, however, should the **Service Provider** or its officers, invitees, representatives, contractors, employees or agents carry any additional, different or other insurance or insurance coverage of any kind or nature, the provisions of this paragraph must not in any way limit, waive or inhibit the **City** from making a claim or recovering under such insurance or insurance coverage.

F. Notwithstanding any other provision to the contrary, upon termination or lapse of insurance coverage required hereunder, this **Agreement** may be terminated. Termination of this **Agreement** pursuant to this paragraph must take precedence and supersede any other paragraph establishing the term of this **Agreement**, establishing a procedure for revocation or termination, or requiring notice and/or providing an opportunity to cure a breach.

G. The insurance limits in this paragraph in no way act or will be deemed to define or limit the right of **City** to recover damages, expenses, losses or for personal injuries, death or

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property damage pursuant to applicable law or the indemnification provisions or under any other paragraph or provision in this **Agreement**.

8. INDEMNIFICATION

A. **Service Provider** agrees to indemnify, defend, and hold harmless the **City** from and against all liability for: (a) injuries or death to persons; (b) costs, losses, and expenses; (c) legal fees, legal expenses, and court costs; and (d) damages, loss to property, which are caused by the **Service Provider**, its officers, representatives, agents, contractors, and employees except to the extent such injuries, losses, damages and/or costs are caused by the negligence or willful misconduct of the indemnified party. The **Service Provider** must give the **City** prompt and timely notice of any claim or suit instituted which in any way, directly or indirectly, contingently or otherwise, affects or might affect the **City**, provided, however, such notice will not be a precondition to indemnification hereunder. The rights granted by this paragraph will not limit, restrict, or inhibit the rights of the **City** under any other paragraph, including but not limited to any insurance provision or requirement in this **Agreement**.

B. The provisions of this paragraph shall survive the expiration of this **Agreement**. It is understood that these indemnities and hold harmless provisions are not limited or defined by the insurance required under the insurance provisions of this **Agreement**.

9. CONFIDENTIALITY

Service Provider acknowledges that in the course of training and providing other services to the **City**, the **City** may provide **Service Provider** with access to valuable information of a confidential and proprietary nature including but not limited to information relating to the **City's** employees, customers, marketing strategies, business processes and strategies, security systems, data and technology. **Service Provider** agrees that during the time period this **Agreement** is in effect, and thereafter, neither **Service Provider** nor **Service Provider's Team**, without the prior written consent of the **City**, shall disclose to any person, other than to the **City**, any

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information obtained by **Service Provider**. **Service Provider** shall require and maintain adequate confidentiality agreements with its employees, agents, contractors, and subcontractors.

10. NOTICES

A. Notices and other communications to the **City** pursuant to the provisions hereof will be sufficient if sent by first class mail, postage prepaid, return receipt required, or by a nationally recognized courier service, addressed to:

The City of Midwest City, City Clerk
100 N. Midwest Boulevard
Midwest City, OK 73110

respectively, and notices or other communications to the **Service Provider** pursuant to the provisions hereof will be sufficient if by first class mail, postage prepaid, return receipt required, or by a nationally recognized courier service, addressed to:

Bryan W Richards

BWR Design Group, LLC

PO Box 31732

Edmond, OK 73003

B. Any party hereto may change the address or addressee for the giving of notice to it by thirty (30) days prior written notice to the other parties hereto as provided herein. Unless otherwise specified in this **Agreement**, notice will be effective upon actual receipt or refusal as shown on the receipt obtained pursuant to this paragraph.

11. ABIDES BY LAW

The **Service Provider** must abide by the conditions of this **Agreement**, the ordinances of the **City**, and all laws and regulations of the State of Oklahoma and the United States of America (“Laws”), applicable to **Service Provider’s** activities. **Service Provider** will be responsible for

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securing any license, permits and/or zoning which may be required prior to commencement of the Project.

12. ASSIGNMENT AND SUBLEASE

Service Provider may not assign or sublease its interest under this **Agreement** without the prior written consent of the **City**. Any assignment or sublease shall become effective upon receipt of a request signed by authorized and empowered officers/agents of the **Service Provider** and sublessee and provision by the sublessee of a certificate of insurance evidencing the insurance required by this **Agreement** and upon approval of such sublease by **City**. The **City** may, but not required, to execute a letter approving either the assignment or sublease as provided herein on behalf of **City**. Upon approval of such assignment or sublease, **Service Provider** will not be relieved of future performance, liabilities, and obligations under this **Agreement**. **City** shall be provided with a copy of each written sublease agreement, and all amendments thereto, entered into by **Service Provider** within forty-five (45) days after the entering into of same.

13. COMPLETE AGREEMENT AND AMENDMENT

This is the complete agreement between the parties and no additions, amendments, alterations, or changes in this **Agreement** shall be effective unless reduced to writing and signed by all parties hereto. Additionally, no statements, discussions, or negotiations shall be deemed or interpreted to be included in this **Agreement**, unless specifically and expressly provided herein.

14. TIME OF ESSENCE

For the purposes of this **Agreement**, time shall be deemed to be of the essence.

15. MULTIPLE ORIGINALS

This **Agreement** shall be executed in multiple counterparts, each of which shall be deemed an original.

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16. ANTI-COLLUSION

Service Provider agrees that it has not been and shall not be a party to any collusion with any of their officials, trustees, or employees of the **City** as to the terms or conditions of this **Agreement**, and has not and will not exchange, give or donate money or other things of value for special consideration to any officials, trustees, or employees of the **City**, either directly or indirectly, in procuring and execution of this **Agreement**.

17. BREACH AND DEFAULT

A. A breach of any provision of this **Agreement** shall act as a breach of the entire **Agreement** unless said breach is expressly waived in writing by all other parties hereto. Failure to enforce or timely pursue any breach shall not be deemed a waiver of that breach or any subsequent breach. No waiver of any breach by any party hereto of any terms, covenants, or conditions herein contained shall be deemed a waiver of any subsequent breach of the same, similar, or different nature.

B. Further, except as otherwise specifically and expressly provided and any other paragraph hereto, should any party hereto fail to perform, keep or observe any of the terms, covenants, or conditions herein contained, this **Agreement** may be terminated by any party not in default thirty (30) days after receipt of written notice and opportunity to cure, less and except as such lesser time is provided in this **Lease**.

C. Should the **City** breach this **Agreement**, **Service Provider** may only recover that proportion of services provided prior to the breach. **Service Provider** may not collect or recover any other or additional damages, losses, or expenses.

18. THIRD PARTY BENEFICIARIES

All parties expressly agree that no third-party beneficiaries, expressly or implicitly, are intended to be or shall be created or acknowledged by this **Agreement**. This **Agreement** is solely

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for the benefit of the **Service Provider** and the **City**, and none of the provisions hereof are intended to benefit any third parties.

19. VENUE AND CHOICE OF LAW

All parties hereto expressly agree that the venue of any litigation relating to or involving this **Agreement** and/or the rights, obligations, duties and covenants therein shall be in the appropriate court (state or federal) located in Oklahoma County, Oklahoma. All parties agree that this **Agreement** shall be interpreted and enforced in accordance with Oklahoma law and all rights of the parties shall be determined in accordance with Oklahoma law.

20. DISPUTE RESOLUTION

Either **Party** may commence the dispute resolution process pursuant to this provision, by providing the other **Party** written notice of the dispute between the **Parties** concerning any term of this **Agreement** or attachment hereto. The notice shall contain:

- (i) a statement setting forth the position of the party giving such notice and a summary of arguments supporting such position and
- (ii) the name and title of **Party** Representative and any other Persons who will accompany the Representative at the meeting at which the parties will attempt to settle the Dispute.

Within ten (10) days of receipt of the notice, the other **Party** shall respond with

- (i) a statement setting forth the position of the party giving such notice and a summary of arguments supporting such position and
- (ii) the name and title of **Party** Representative and any other Persons who will accompany the Representative at the meeting at which the parties will attempt to settle the Dispute.

The **Parties** shall make good faith attempts to negotiate a settlement between their appointed representatives. If the **Parties** are unable to settle the dispute themselves, the **Parties** shall be required to mediate the dispute, with the **Parties** equally sharing in the cost of said mediation.

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Mediation shall last at least six (6) hours and be attempted before any litigation shall be filed.

21. VALIDITY

The invalidity or unenforceability of any provision of this **Agreement** shall not affect the validity or enforceability of any other provisions of this **Agreement**, which shall remain in full force and effect.

22. NO WAIVER

The failure or neglect of either of the **Parties** hereto to insist, in any one or more instances, upon the strict performance of any of the terms or conditions of this **Agreement**, or waiver by any party of strict performance of any of the terms or conditions of this **Agreement**, shall not be construed as a waiver or relinquishment in the future of such term or condition, but such term or condition shall continue in full force and effect.

23. NO EXTRA WORK

No claims for extra work, product, services, solution, or deliverables of any kind or nature or character shall be recognized or paid by or be binding upon the **City** unless such services, work, product, solution, or deliverable is first requested and approved in writing by the **City** through a purchase order.

24. AMENDMENT

This **Agreement** may be amended by mutual agreement of the **Parties**, in writing and signed by both **Parties**. The **City** hereby delegates to the City Manager all amendments to this **Agreement** for approval and execution, unless the amendment would increase the contracted amount by more than ten percent (10%).

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25. EFFECTIVE DATE

The Effective Date of this **Agreement** is the date approved by the **City** as the last party hereto.

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IN WITNESS WHEREOF, the parties have caused their properly authorized representatives to execute this **Agreement** on the dates set forth below.

Service Provider:

_____ BWR DESIGN GROUP, LLC _____

By: _____



Name: _____ BRYAN W. RICHARDS _____

Title: _____ PRESIDENT _____

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APPROVED by the Council and **SIGNED** by the Mayor of The City of Midwest City this
_____ day of _____, 2024.

THE CITY OF MIDWEST CITY

MAYOR

SARA HANCOCK, CITY CLERK

REVIEWED for form and legality.

DONALD D. MAISCH, CITY ATTORNEY

Attachment "A"

SCOPE OF SERVICES

Project Understanding

BWR Design Group (BWRDG) has prepared this proposal based on the project information and understanding listed below:

- Proposed public sewer line (2,500± LF) extension
- Proposed public water line (1,250± LF) extension
- Prepare ODEQ Engineering Report and Application
- Civil Engineering design, calculations and estimating
- Survey services to be completed by Frontier Land Surveying (sub consultant to BWRDG)
- Jurisdiction having authority (JHA) is City of Midwest City
- All applicable permit fees to be paid by the City
- BWRDG insurance coverage listed below:
 - * General Liability: 1,000,000.00
 - * Professional Liability: 1,000,000.00

The proposed scope of services is intended to provide civil engineering design, drawings and calculations necessary for the proposed public water and sewer extension to serve the parcel of land on the southwest corner of SE 29th and Douglas Blvd (see Project Layout Map).

Project meetings and coordination: Work includes representation at necessary project design meetings throughout the duration of design phase with the City.

Construction Documents: Construction plans will be prepared in a manner to show sufficient detail for review and construction. Below are the drawings anticipated.

- Cover Sheet
- Overall Layout
- Construction Notes & Quantities
- Water Line Plan & Profile Sheets
- Sewer Line Plan & Profile Sheets
- Civil Standard Details

Design Services: All design services will be prepared to meet jurisdictional codes and approval.

- Water line friction loss analysis
- Fire hydrant flow test
- Hydraulic analysis of the existing creek to establish the Q100 water surface elevation
- Project quantities estimate
- Sanitary sewer maximum sewer load capacity analysis
- Roadway utility bore crossings
- Attend one (1) pre-bid meeting, provide engineer estimate and answer contractor questions, provided addendum(s) if needed
- Obtain contractor field notes and prepare record drawings

Project Schedule

- Design Ready Survey to be completed within 60 days of approved contract and receiving notice to proceed.
- 30% Construction Plans preliminary engineering design, drawings and estimate to be completed within 30 days of receipt of the design ready survey files.
- 60% Construction Plans engineering design, drawings and estimate to be completed within 45 days of receipt of City review comments from the 30% submission.
- 100% Construction Plans engineering design, drawings and estimate to be completed within 45 days of receipt of City review comments from the 60% submission.



Project Layout Map

Items excluded: The list of items below are excluded and not part of this scope of work:

- Title work or property research
- US Army COE Individual 404 permit or mitigation plans
- US Army COE Wetlands delineation study/report
- Printing cost not included. All documents will be submitted via PDF for owners printing responsibly.
- Work within or adjacent to a FEMA flood plain or design services necessary to establish a base flood elevation
- FEMA modeling or floodplain permit application(s)
- Retaining wall designs
- Sidewinder utility locate service
- Obtaining or paying for project permit fees
- Landscape and/or irrigation design/drawings
- Sewer lift station design
- Material testing or inspection
- Traffic signalization, signal improvements, offsite ADA ramps, push buttons or other improvements to the adjacent intersections
- Structural Engineering design (OKC standard aerial creek crossing details to be used if needed)
- Electrical Engineering
- Negotiations with private landowners for easements or access
- Cathodic protection design
- Construction staking
- Advertising the project for bid or providing plans to bidders
- Attending bid opening meeting
- Attending City meeting (Council, Planning Commission, Utility Authority)
- Construction Administration (attending construction meetings, visiting the project site, reviewing shop drawings, reviewing material submittals, reviewing contractor pay applications, preparing field changes or answering contractor questions during construction)
- Preparing new utility easements

Attachment “B”

PROJECT FEE SCHEDULE

Survey Services:	\$18,000.00
30% Engineering Design (30%):	\$16,140.00
60% Engineering Design (30%):	\$16,140.00
90% Engineering Design (30%):	\$16,140.00
95% Pre-Bid and Bidding Assistance (5%):	\$ 2,690.00
100% Prepare record Drawing Set (5%):	\$ 2,690.00
<hr/>	
TOTAL FEE (lump sum)	\$71,800.00

HOURLY RATE SCHEDULE

Principal / Consulting Engineer	\$300.00 per hour
Senior Engineer / Project Manager	\$200.00 per hour
Senior Technician Manager	\$100.00 per hour
CAD Technician / Draftsman	\$ 75.00 per hour
Administration	\$ 65.00 per hour
Clerical	\$ 40.00 per hour

Additional items:

- Printing at cost
- Mileage per IRS allowable rate
- Sub-consultants at cost

Attachment "C"

DESIGN TEAM

BWR Design Group, LLC has teamed with two local companies to assist with this project. We have worked with these companies on several projects over many years and have a great working relationship.

BWR Design Group, LLC will be the primary designer and engineer of record. We will coordinate with the client, complete the design and construction documents as well as manage the design team members.

Frontier Land Surveying, LLC will complete all the survey needs including topographic and right-of-way collection.

Ellen Stevens will complete the HEC-RAS stream modeling, assist with the urbanized flood water surfaces and hydraulics needed for the sewer line creek crossing.

Civil Engineering Services:

BWR Design Group, LLC
PO Box 31732
Edmond, OK 73003
405-761-5517
Primary Contact:
Bryan W Richards, PE, CFM
bwrdesigngroup@gmail.com

Surveying Services:

Frontier Land Surveying, LLC
PO Box 7197
Edmond, OK 73083
405-285-0433
Primary Contact:
Kelly Farmer
kelly@fls-survey.com

Hydrology & Hydraulics Engineer Services:

Ellen W. Stevens, Ph.D., P.E., CFM
1134 NW 33rd Street
Oklahoma City, OK 73118
405-747-6598
Primary Contact:
Ellen Stevens, Ph.D., PE, CFM
ellen@ellenphdpe.com

Attachment "D"



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/31/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Risk Strategies 12801 North Central Expy. Suite 1725 Dallas, TX 75243	CONTACT NAME: _____	
	PHONE (A/C, No, Ext): _____	FAX (A/C, No): _____
E-MAIL ADDRESS: _____		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Hudson Insurance Company		25054
INSURED BWR Design Group, LLC P.O. Box 31732 Edmond OK 73003	INSURER B : _____	
	INSURER C : _____	
	INSURER D : _____	
	INSURER E : _____	
	INSURER F : _____	

COVERAGES

CERTIFICATE NUMBER: 76073607

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: _____						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ _____ \$	
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ _____ \$	
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED _____ RETENTION \$ _____						EACH OCCURRENCE \$ AGGREGATE \$ _____ \$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$	
A	Professional Liability		✓	PRB0619117218	8/25/2023	8/25/2024	Per Claim/Annual Aggregate	\$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The claims made professional liability coverage is the total aggregate limit for all claims presented within the annual policy period and is subject to a deductible. Thirty (30) day notice of cancellation in favor of the certificate holder on all policies.

CERTIFICATE HOLDER

Master Certificate

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

RSC Insurance Brokerage

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ACORD 25 (2016/03)

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/6/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Ascent Insurance Group, LLC 17308 N May Ave Edmond OK 73012		CONTACT NAME: Stefanie Martin PHONE (A/C, No, Ext): (405) 341-5996 E-MAIL ADDRESS: stefanie@youraig.com FAX (A/C, No):	
INSURED Bwr Design Group, LLC PO Box 31732 Edmond OK 73003		INSURER(S) AFFORDING COVERAGE INSURER A: OHIO SECURITY INS CO INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 24082	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			BZS56849638	08/11/2023	08/11/2024	EACH OCCURRENCE	\$ 1,000,000	
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000	
	GEN'L AGGREGATE LIMIT APPLIES PER:							MED EXP (Any one person)	\$ 15,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PERSONAL & ADV INJURY	\$ 1,000,000	
	OTHER:						GENERAL AGGREGATE	\$ 2,000,000	
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB						PRODUCTS - COMP/OP AGG	\$ 2,000,000	
	<input type="checkbox"/> ANY AUTO							\$	
	<input type="checkbox"/> OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$	
	<input type="checkbox"/> HIRED AUTOS ONLY						BODILY INJURY (Per person)	\$	
	<input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident)	\$	
	<input type="checkbox"/> NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	\$	
	<input type="checkbox"/> OCCUR							\$	
	<input type="checkbox"/> CLAIMS-MADE						EACH OCCURRENCE	\$	
	DED RETENTION \$						AGGREGATE	\$	
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY							\$	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						PER STATUTE	OTH-ER	
	If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. EACH ACCIDENT	\$	
							E.L. DISEASE - EA EMPLOYEE	\$	
							E.L. DISEASE - POLICY LIMIT	\$	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Bryan Richards	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Stefanie Martin</i>

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BWRDESI-01

RMURRAY

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/11/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER AP Intego Insurance Group, LLC 1601 Trapelo Rd Suite 280 Waltham, MA 02451	CONTACT NAME: PHONE (A/C, No, Ext):	FAX (A/C, No):	
	E-MAIL ADDRESS: support@apintego.com		
	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Travelers Indemnity Co.		25658
INSURED BWR Design Group, LLC PO Box 31732 Edmond, OK 73003	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		
	INSURER F :		

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			UB5P338046	1/3/2024	1/3/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

Proof of Insurance

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE





VEHICLE OR EQUIPMENT CERTIFICATE OF INSURANCE

DATE (MM/DD/YYYY)

07/28/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

This form is used to report coverages provided to a single specific vehicle or equipment. Do not use this form to report liability coverage provided to multiple vehicles under a single policy. Use ACORD 25 for that purpose.

PRODUCER LBV Insurance 17308 N May Ave Edmond OK 73012		CONTACT NAME: Shay Varnell PHONE (A/C, No, Ext): (405) 341-5996 E-MAIL ADDRESS: Shay@LBVinsure.com PRODUCER CUSTOMER ID #:		FAX (A/C, No):
INSURED BRYAN RICHARDS LORI RICHARDS 4516 ABBEY CIR EDMOND OK 73034-8395		INSURER(S) AFFORDING COVERAGE INSURER A: SAFECO INS CO OF AMER INSURER B: INSURER C: INSURER D: INSURER E:		NAIC # 24740

DESCRIPTION OF VEHICLE OR EQUIPMENT

YEAR	MAKE / MANUFACTURER	MODEL	BODY TYPE	VEHICLE IDENTIFICATION NUMBER
2013	DODGE	CHARGER R/T	SEDAN	2C3CDXCT5DH729424
DESCRIPTION			VEHICLE / EQUIPMENT VALUE	SERIAL NUMBER
			\$	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICY(IES) OF INSURANCE LISTED BELOW HAS/HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD(S) INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICY(IES) DESCRIBED HEREIN IS/ARE SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICY(IES).

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
A		<input checked="" type="checkbox"/> VEHICLE LIABILITY	Y9593949	04/27/2022	04/27/2023	COMBINED SINGLE LIMIT	\$
		<input type="checkbox"/> GENERAL LIABILITY				BODILY INJURY (Per person)	\$ 100,000
		<input type="checkbox"/> OCCURRENCE				BODILY INJURY (Per accident)	\$ 300,000
		<input type="checkbox"/> CLAIMS MADE				PROPERTY DAMAGE	\$ 100,000
						EACH OCCURRENCE	\$
						GENERAL AGGREGATE	\$
							\$
INSR LTR	LOSS PAYEE	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS / DEDUCTIBLE	
A		<input checked="" type="checkbox"/> VEH COLLISION LOSS	Y9593949	04/27/2022	04/27/2023	<input type="checkbox"/> ACV <input type="checkbox"/> AGREED AMT	\$ LIMIT
		<input type="checkbox"/> VEH COMP <input type="checkbox"/> VEH OTC				<input type="checkbox"/> STATED AMT	\$ 1,000 DED
A		<input checked="" type="checkbox"/> VEH COMP <input type="checkbox"/> VEH OTC	Y9593949	04/27/2022	04/27/2023	<input type="checkbox"/> ACV <input type="checkbox"/> AGREED AMT	\$ LIMIT
		<input type="checkbox"/> BASIC <input type="checkbox"/> BROAD				<input type="checkbox"/> STATED AMT	\$ 1,000 DED
		<input type="checkbox"/> SPECIAL				<input type="checkbox"/> RC <input type="checkbox"/> AGREED AMT	\$ LIMIT
						<input type="checkbox"/> STATED AMT	\$ DED

REMARKS (INCLUDING SPECIAL CONDITIONS / OTHER COVERAGES) (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

ADDITIONAL INTEREST

Select one of the following:

The additional interest described below has been added to the policy(ies) listed herein by policy number(s).

A request has been submitted to add the additional interest described below to the policy(ies) listed herein by policy number(s).

VEHICLE / EQUIPMENT INTEREST: LEASED FINANCED

NAME AND ADDRESS OF ADDITIONAL INTEREST

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

DESCRIPTION OF THE ADDITIONAL INTEREST

ADDITIONAL INSURED LOSS PAYEE

LENDER'S LOSS PAYABLE

LOAN / LEASE NUMBER

AUTHORIZED REPRESENTATIVE

Jessica Nelson

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**Engineering and
Construction Services**
100 N Midwest Boulevard
Midwest City, OK 73110
Office 405.739.1220

To: Honorable Mayor and Council

From: Patrick Menefee, P.E., City Engineer

Date: June 11th, 2024

Subject: Discussion, consideration, and possible action of the approval of Change Order 2 for the 2018 Bond Asphalt Phase 4 project with Silver Star Construction Co., Inc. in the amount of \$172,998.96 respectively. City Council delegates the Mayor to sign and execute the agreement.

The Asphalt Phase 4 project is being modified to place more focus on concrete work, which in turn necessitates an adjustment in the quantities and their unit prices in the bid. The following agreement reflects those adjustments in the detailed bid. The Change Order will add ten items that were not part of the original contract and will be added to the project. The Change Order also allows the reduction in the quantity needed for five existing bid items. These adjustments result in an increase of \$172,998.96 or 4.46% to the original contract price.

Factoring in Change Order 1, the new contract amount is **\$4,005,785.21** creating a combined increase of 3.35% to the original contract amount.

Patrick Menefee, P.E.,
City Engineer
Attachment

June 3rd, 2024

City of Midwest City
Patrick Menefee
8730 S.E. 15th St
Midwest City, OK 73110

Re: **Change Order No. 2**
G.O. Bond Street Rehabilitation Asphalt Phase IV

I. SCOPE

Change Order No. 2 consists of modifying existing items, and adding Items required for work to be accomplished as The City of Midwest City (“City”) intends to rehabilitate and improve the pavements condition in the “Original Mile” or Area E-2 of the 2018 GO Bond documents. The provisions of this Change Order are set aside in the Professional Services Agreement (“Agreement”) between the City and Silver Star Construction Company, Inc. (“Contractor”); Section 1. Independent Contractor, paragraph b).

II. JUSTIFICATION

Change Order No. 2 removes items not being utilized on this project and includes items that have a modified price, based on change of scope, quantity changes, field decisions or items adjusted by Change Order No. 2. The Bid Items reflected in the Change Order No. 2 are consistent with the format and descriptions which are included in the “Detailed Bid Form” which is an attachment to the Agreement.

III. COST ESTIMATE

Change Order NO. 2

Item No.	Description	Unit	Unit Price	Plan Quantity	Revised Quantity	Quantity Increased	Amended Cost
CO2.B11	SUPERPAVE, TYPE S3 (RECYCLED) (PG 64-22 OK)	TON	\$141.90	726.00	0.00	-726.00	(\$103,019.40)
CO2.B12	SUPERPAVE, TYPE S4 (RECYCLED) (PG 64-22 OK)	TON	145.05	1,727.00	0.00	-1,727.00	(\$250,501.35)
CO2.1	6” P.C.C. PAVEMENT	SY	\$118.00	0	5351.03	5351.03	\$631,421.54
CO2.2	CONCRETE CURB (6” BARRIER-INTEGRAL)	LF	\$21.00	0	2488.84	2488.84	\$52,265.64
CO2.3	6” CONCRETE DRIVEWAY	SY	\$86.00	0	71.08	71.08	\$6,112.88
CO2.B17	6” CONCRETE DRIVEWAY	SY	\$261.75	9.00	0.00	-9.00	(\$2,355.75)
CO2.4	REMOVAL OF CURB & GUTTER	LF	\$17.00	0	116	116	\$1,972.00

CO2.B25	REMOVAL OF CURB & GUTTER	LF	\$26.05	123	0.00	-123.00	(\$3,204.15)
CO2.5	REMOVAL OF CONCRETE PAVEMENT	SY	\$20.00	0	3254.72	3254.72	\$65,094.40
CO2.6	REMOVAL OF ASPHALT PAVEMENT	SY	\$14.25	0	2370.15	2370.15	\$33,774.64
CO2.B27	REMOVAL OF ASPHALT PAVEMENT	SY	\$4.35	74,042.00	1833.05	-72,208.95	(\$314,108.93)
CO2.7	5' SIDEWALK	SY	\$86.00	0	454.04	454.04	\$39,047.44
CO2.8	STD ADA RAMP	EA	\$1,250.00	0	8	8	\$10,000.00
CO2.9	BACKFILL W/TOPSOI	CY	\$50.00	0	100	100	\$5,000.00
CO2.10	SOD 18" WIDE (UNIT PRICE)	SY	1.50	0	1000	1000	\$1,500.00

Total Change Order No. 2: **\$172,998.96**

IV. COST SUMMARY

Original Contract Amount	\$3,875,953.25	
Change Order No. 1	\$92,875.00	2.4%
Amendment No. 1	-\$136,042.00	-3.5%
Change Order No. 2	\$172,998.96	4.46%
New Total Contract Amount	\$4,005,785.21	3.35%

The Change Order No. 2 represents an increase of \$172,998.96 or 4.46% to the original contract price.

The new contract amount is **\$4,005,785.21** creates a combined increase of 3.35% to the original contract amount.

The above and foregoing is hereby accepted this 4 day of June, 2024; and the undersigned agrees to perform the work at the price indicated.

ATTEST:

Bob Crowley
Witness

[Signature]
Silver Star Construction Co, Inc

Vice President
Craig H. Waller
Smith Roberts Baldischwiler, LLC

Approval is recommended this 4 day of June, 2025.

APPROVED by the Council and signed by the Mayor of the City of Midwest City this _____ day of _____, 20__.

ATTEST:

City Clerk

Mayor



**Engineering and
Construction Services**
100 N Midwest Boulevard
Midwest City, OK 73110
Office 405.739.1220

TO : Honorable Mayor and Council

FROM : Brandon Bundy, P.E., Director

DATE : June 11, 2024

SUBJECT : Discussion, consideration, and possible action of approving a project agreement generally known as State Job Number 36725(04) with the Oklahoma Department of Transportation (ODOT) to receive \$324,000 in construction federal funds for a future federal aid project to construct sidewalk along the south side of NE 23rd St from Air Depot Blvd to Soldier Creek Industrial Park and associated work.

This agreement allows for collaboration with ODOT on a future federal project to construct sidewalk along the south side of NE 23rd St from Air Depot Blvd to Soldier Creek Industrial Park. This project was applied and awarded through the Air Quality Small Grant Program. This was a competitive program through Association of Central Oklahoma Governments (ACOG).

The Planning Department applied for and did the work necessary to get to this point where it is now to be programmed with ODOT.

Federal funding for this project is capped at \$324,000 with a \$81,000 match (80/20).

Selection of the design consultant will begin this fall after the FY 24/25 budget is in place. Construction of this project is expected to begin and be completed sometime late 2025 / early 2026.

No funds are obligated at this time but funds are designated in the pending FY 24/25 budget within fund 157.

Brandon Bundy, P.E.,
Director of Engineering and Construction Services

Attachment

CC: Matthew Summers, Director of Planning and Zoning

**STATE OF OKLAHOMA
DEPARTMENT OF TRANSPORTATION
PROJECT MAINTENANCE, FINANCING, AND RIGHT-OF-WAY AGREEMENT**

FY 2024 NE 23RD ST SIDEWALK & BUS STOPS CITY OF MIDWEST CITY

Project No.: J3-6725(004)AG

State Job No.: 36725(04)(05)(06)(07)

This Agreement, made the day and year last written below, by and between the City of **Midwest City**, hereinafter referred to as the Sponsor, and the Department of Transportation of the State of Oklahoma, hereinafter referred to as the Department, for the following intents and purposes and subject to the following terms and conditions, to wit:

WITNESSETH

WHEREAS, The Sponsor requested that certain street improvements be approved by the Oklahoma Transportation Commission, as were previously programmed by the Sponsor and described as follows:

Project Type	Div.	County	JP No	Project No.	Work Type	Description
CR-ACOG	04	OKLAHOMA	36725(04)	J3-6725(004)AG	PEDESTRIAN/BIKE IMPROVEMENTS	FY 2024 NE 23RD ST SIDEWALK & BUS STOPS CITY OF MIDWEST CITY

WHEREAS, the Department is charged under the laws of the State of Oklahoma with construction and maintenance of State Highways; and,

WHEREAS, the Department is, by terms of agreements with the Federal Highway Administration, responsible for the management and construction of certain federally funded projects within the corporate limits of cities within the State of Oklahoma; and,

WHEREAS, the Sponsor has been identified as the beneficiary and sub-recipient of such federally funded project; and,

WHEREAS, receipt of the benefits of this project will require that the Sponsor assume certain financial responsibilities; and,

WHEREAS, the Sponsor is a municipal corporation created and existing under the constitution and laws of the State of Oklahoma; and

WHEREAS, the laws and constitution of the State of Oklahoma impose financial restrictions on the Sponsor and its ability to ensure financial obligations; and,

WHEREAS, the Parties hereto recognize those financial limitations and agree that the financial obligations assumed by the Sponsor, by the terms of this Agreement, are enforceable only to the extent as may be allowed by law or as may be determined by a court of competent jurisdiction; and,

WHEREAS, it is understood that, by virtue of the Article 10, Section 26 of the Oklahoma Constitution, the payment of Sponsor funds in the future will be limited to appropriations and available funds in the then current Sponsor fiscal year.

NOW, THEREFORE: the Department and the Sponsor, in consideration of the mutual covenants and stipulations as set forth herein, do mutually promise and agree as follows:

SECTION 1: PROJECT AGREEMENT

1.1 If applicable, the Department will recommend approval of the project by the Federal Highway Administration.

1.2 The Sponsor agrees to comply with Title VI of the Civil Rights Act of 1964, 78 Stat. § 252, 42 U.S.C. § 2000d et seq., and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Part 21 - "Nondiscrimination in federally assisted programs of the Department of Transportation - effectuation of Title VI of the Civil Rights Act 1964".

1.3 The DEPARTMENT and SPONSOR mutually recognize that each party is a governmental entity subject to the provisions of the Governmental Tort Claims Act (51 O.S. § 151 et seq.). The DEPARTMENT and SPONSOR hereby mutually agree that each is and may be held severally liable for any and all claims, demands, and suits in law or equity, of any nature whatsoever, paying for damages or otherwise, arising from any negligent act or omission of any of their respective employees, agents or contractors which may occur during the prosecution or performance of this Agreement to the extent provided in the Governmental Tort Claims Act. Each party agrees to severally bear all costs of investigation and defense of claims arising under the Governmental Tort Claims Act and any judgments which may be rendered in such cause to the limits provided by law. Nothing in this section shall be interpreted or construed to waive any legal defense which may be available to a party or any exemption, limitation or exception which may be provided by the Governmental Tort Claims Act.

1.4 The Sponsor understands that should it fail to fulfill its responsibilities under this Agreement, such a failure will disqualify the Sponsor from future Federal-aid funding participation on any proposed project. Federal-aid funds are to be withheld until such a time as an engineering staff, satisfactory to the Department has been properly established and functioning, the deficiencies in regulations have been corrected or the improvements to be constructed under this Agreement are brought to a satisfactory condition of maintenance.

SECTION 2: ENGINEERING RESPONSIBILITIES

2.1 The Sponsor shall provide professional engineering services for the development of the Plans, Specifications and Estimates (PS&E) for this project. Design engineering for this project will be performed under the supervision of the Sponsor. Sponsor warrants to the Department that they will review the plans and will certify that the plans are acceptable to the Sponsor and are in full compliance with current standards and specifications.

2.2 Progress payments will be made to the consultant by the DEPARTMENT upon receipt of a properly executed claim form, approved by the SPONSOR, accompanied by suitable evidence of the completion of the work claimed, as detailed in the engineering contract.

2.3 The Department and Sponsor mutually recognize that each party is a governmental entity subject to the provisions of the Governmental Tort Claims Act (51 O.S. § 151 et seq.). The Department and Sponsor hereby mutually agree that each is and may be held severally liable for any and all claims, demands, and suits in law or equity, of any nature whatsoever, paying for damages or otherwise, arising from any negligent act or omission of any of their respective employees, agents or officers which may occur during the prosecution or performance of this Agreement to the extent provided in the Governmental Tort Claims Act. Each party agrees to severally bear all costs of investigation and defense of claims arising under the Governmental Tort Claims Act and any judgments which may be rendered in such cause to the limits provided by law. Nothing in this section shall be interpreted or construed to waive any legal defense which may be available to a party or any exemption, limitation or exception which may be provided by the Governmental Tort Claims Act.

2.4 The Sponsor agrees to the location of the subject project and agrees to adopt the final plans for said project as the official plans of the Sponsor for the streets, boulevards, arterial highways and/or other improvements contained therein; and further, the Sponsor affirmatively states that it has or shall fully and completely examine the

plans and shall hereby warrant to the Department, the Sponsor's complete satisfaction with these plans and the fitness of the plans to construct aforesaid project.

2.5 The Sponsor certifies that the project design plans shall comply, and the project when completed will comply, with the requirements of the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. §§ 12101 – 12213), 49 CFR Parts 27, 37 and 38 and 28 CFR parts 35 and 36. The Sponsor shall be exclusively responsible for integrated ADA compliance planning for all Sponsor streets, sidewalks and other facilities provided for public administration, use and accommodation, which is required of recipients and sub-recipients by 49 CFR § 27.11. State highways continued through corporate limits of the Sponsor shall be included in the Sponsor's comprehensive compliance plans.

2.6 To the extent permitted by law, all data prepared under this Agreement shall be made available to the Department without restriction or limitation on their further use, with exception of any documents or information that would be considered attorney/client privileged by the Sponsor.

2.7 The Department will conduct the environmental studies and prepare the National Environmental Protection Act documents as required for federally funded projects.

2.8 The Department will forward the environmental documents to FHWA for approval if applicable.

SECTION 3: LAND ACQUISITION AND UTILITY RELOCATION

3.1 The Sponsor warrants to the Department that, they have or will acquire all land, property, or rights-of-way needed for complete implementation of said project, free and clear of all obstructions and encumbrances and in full accordance with the Department's guidelines for Right-of-Way Acquisition on Federal-Aid Projects, the Uniform Relocation Act, the National Environmental Protection Act and all other applicable local, state and federal regulations.

3.2 The Sponsor shall be responsible for ensuring all proper tax documentation is filed and issued to recipients of funds paid on behalf of the Sponsor for Right-of-Way acquisition for this project.

3.3 The Sponsor warrants to the Department that it is knowledgeable of and will comply with the provisions of 42 U.S.C.A., Section 4601-4655 and 23 U.S.C.A., Section 323 (as amended) and 49 C.F.R. Part 24 in the acquisition of all right-of-way and the relocation of any displacees.

3.4 The Sponsor shall remove, at its own expense, or cause the removal of, all encroachments on existing streets as shown on said plans, including all buildings, porches, fences, gasoline pumps, islands, and tanks, and any other such private installations and shall further remove or remediate any existing environmental contamination of soil and water from any source, known or unknown.

3.5 If the acquisition of right-of-way for this project causes the displacement of any person, business or non-profit organization, the Sponsor warrants it will provide and be responsible for the Relocation Assistance Program and all costs associated with the Relocation Assistance Program. The Department, upon request, will provide a list of service providers who have been prequalified to administer the Relocation Assistance Program. The Sponsor agrees to employ a service provider from the prequalified list provided by the Department. Prior to any relocation assistance payments to the Sponsor, all files with parcels requiring relocation assistance shall be submitted to the Department for audit and compliance review. The Sponsor shall notify the Department within seven (7) days of the date of an offer to acquire being provided to a property owner(s) on any parcel which will require relocation assistance. Written notifications regarding service providers, in-house personnel, appeals, offers to acquire or other related correspondence shall be properly addressed and remitted as follows:

Oklahoma Department of Transportation
Local Government Division
200 N.E. 21st Street
Oklahoma City, Oklahoma 73105-3204

3.6 The Sponsor warrants that any procurement, using federal funds, of property, goods or professional and personal services required for this project will be acquired by the Sponsor in compliance with the federal procurement Regulations at 40 USC 1101-1104 (Brooks Act) and the Regulations for Administration of Engineering and Design Related Service Contracts at 23 C.F.R. Part 172, as well as provisions of State purchasing laws applicable to the Sponsor.

3.7 The Sponsor will certify to the Department prior to establishing a letting date that all existing utility facilities (if any) have been properly adjusted in full accordance with the Department's Right-of-Way and Utilities Division policies and procedures to accommodate the construction of said project; and will be solely responsible for payment of any and all contractor expenses, claims, suits and/or judgments directly resultant from any actual utility relocation delays.

3.8 The Sponsor shall have the authority pursuant to 69 O.S. § 1001 and 69 O.S. § 1004 to sell any lands, or interest therein, which were acquired for highway purposes as long as such sale is conducted in accordance with the above cited statutes.

3.9 The Sponsor agrees that if any property acquired utilizing Federal funding is disposed of or is no longer used in the public interest the Sponsor shall reimburse the Department at the current fair market value.

3.10 The Sponsor agrees to;

- Transmit copies of the instruments, including all deeds and easements, to the Department prior to the advertisement of bids for construction.
- Comply with the provisions of 42 U.S.C.A. § 4601-4655 and 23 U.S.C.A. § 323 (as amended) and, further comply with 49 C.F.R. Part 24 in the acquisition of all necessary right-of-way and relocation of all displacees.
- Convey title to the State of Oklahoma on all tracts of land acquired in the name of the Sponsor if the project is located on the State Highway System.

SECTION 4: FUNDING SUMMARY

4.1 The Department and the Sponsor agree that the project will be financed at a **not-to-exceed**, Funding Source (ACOG-Carbon Reduction) total estimated cost of **\$324,000**, as described below:

FUNDING SOURCE =>			FUNDING SOURCE		SPONSOR	
STATE JOB PIECE NO.	DESCRIPTION	TOTAL ESTIMATED COST	SHARE (%)	AMOUNT	SHARE (%)	AMOUNT
36725(05)	Design -	\$250,000	80%	\$200,000	20%	\$50,000
36725(06)	Right-of-Way -					
36725(07)	Utilities -					
36725(04)	Construction - (With 6% Inspection)	\$405,000	80% up to a limit of	\$324,000	Remainder	\$81,000
Total		\$405,000	Total=>	\$324,000	Total=>	\$81,000

4.2 Furthermore, the Department and the Sponsor agree that actual costs incurred by project phases (**JP36725(04,05,06,07)**) may exceed initial estimates. Costs between these project phases will be administratively adjusted based on actual cost of each

phase, within the total cost of this Agreement, without formal supplemental Agreement, in so far as the total project agreement is not exceeded.

4.3 It is understood by the Sponsor and the Department that the funding participation stipulated herein may be altered due to bid prices, actual construction supervision costs and non-participating costs incurred during construction. The Sponsor will be responsible for payment of any estimated local funding prior to advertising the project for bid. Upon final acceptance of this project, the total project cost will be determined, and the final amount of local funds (if any) will be determined by the Department's Comptroller per the terms of this Agreement. A refund will then be made by the Department to the Sponsor or additional funding will be requested. The Sponsor agrees to make arrangements for payment of any Department invoice within 45 days of receipt.

SECTION 5: CONSTRUCTION RESPONSIBILITIES

5.1 The Sponsor agrees to comply with all applicable laws and regulations necessary to meet the Oklahoma Department of Environmental Quality (ODEQ) requirements for pollution prevention including discharges from storm water runoff during the planning and design of this project. Further, the Sponsor agrees and stipulates as stated in the ODEQ's *General Permit OKR10*, dated September 13, 2017 or latest revision, to secure a storm water permit with the ODEQ for utility relocations, when required. It is also agreed that the storm water management plan for the project previously described in the document includes project plans and specifications, required schedules for accomplishing the temporary and permanent erosion control work, the site specific storm water pollution prevention plan and the appropriate location map contained in the utility relocation plans.

5.2 The Sponsor's responsibility for environmental cleanup will be a continuing responsibility to remediate any and all known and unknown environmental damage throughout the duration of this agreement with the Department in compliance with State and federal regulations.

5.3 The roadway improvements and all devices specified herein shall not be altered, removed, or cease to be operative without mutual written consent of the Department and the Sponsor.

5.4 Upon approval of this agreement and the plans, specifications, and estimates by the Sponsor, the Department, and the Federal Highway Administration (if applicable), the Department will advertise and let the construction contract for this project in the usual and customary legal manner. It is agreed that the projects herein contemplated are proposed to be financed as previously described, and that this Agreement, all plans,

specifications, estimate of costs, acceptance of work, payments, and procedure in general hereunder are subject in all things at all times to all local, state and federal laws, regulations, orders, approvals as may be applicable hereto.

5.5 The Department shall provide a copy of the executed construction contract to the Sponsor, upon receipt of a written request.

5.6 The Department will notify the Sponsor of pre-bid dates, bid opening dates, and Transportation Commission award dates in writing upon receipt of a written request.

5.7 The Sponsor agrees that prior to the Department's advertising of the project for bids (as to that part of the project lying within the present corporate limits) it will:

- Grant to the Department and its contractors, the right-of-entry to all existing streets, alleys, and Sponsor owned property when required, and other rights-of-way shown on said plans.
- Remove at its own expense, or cause the removal of, all encroachments on existing streets as shown on said plans, including all signs, buildings, porches, awnings, porticos, fences, gasoline pumps and islands, and any other such private installations.
- Prohibit parking on that portion of the project within the corporate limits of the Sponsor, except as may be indicated in the plans or hereafter approved by agreement with the Department. The Sponsor further agrees not to install, or permit to be installed, any signs, signals or markings not in conformance with the standards approved by the Federal Highway Administration and Manual on Uniform Traffic Control Devices (MUTCD).
- Comply with the Department's standards for construction of driveway entrances from private property to the highway, in accordance with the Department's manual entitled "Policy on Driveway Regulation for Oklahoma Highways", Rev. 5/96, 69 O.S. (2001) § 1210.
- Maintain all right-of-way acquired for the construction of this project, as shown on said plans, in a manner consistent with applicable statutes, codes, ordinances and regulations of the Department and the State of Oklahoma.
- Have the authority pursuant to 69 O.S. 2001 § 1001 and 69 O.S. 2001 § 1004 to sell any lands, or interest therein, which were acquired for highway purposes as long as such sale is conducted in accordance with the above cited statutes. Prior

written approval by the Chief, Right-of-Way Division for the Department shall be required before any sale is made.

5.8 The Sponsor further agrees and warrants to the Department that, subsequent to the construction of said project, the Sponsor will:

- 1) Erect, maintain and operate traffic control devices, including signals, signs and pavement markings only in accordance with 47 O.S. 2011 §§ 15-104- 15-106, and subject to agreement of the Department:
 - a) In the event that any traffic signal installed hereunder is no longer needed for the purposes designated herein, then the traffic signal installed hereunder shall not be moved by the Sponsor to any other point other than that which is approved by the Department prior to such removal.
 - b) In the event there is no mutually agreed location for the reinstallation, the Sponsor will assume complete ownership of the equipment following removal, if the installation is ten (10) years old or older. If the installation is less than ten (10) years old and:
 - 1) In the event the Sponsor desires total ownership of the equipment, the Sponsor shall reimburse the Department the original federal funding percentage share for the original equipment cost only, amortized for a ten(10) year service life, interest ignored, and assuming straight line depreciation.
 - 2) In the event the Sponsor does not desire total ownership of the equipment, the Sponsor shall sell the equipment at public auction to the highest bidder. The Sponsor shall reimburse the Department the original federal funding percentage share of the proceeds of such sale.
- 2) Subject to agreement with the Department, regulate and control traffic on said project, including but not limited to, the speed of vehicles, parking, stopping and turns only in accordance with 47 O.S. 2011 §§ 15-104- 15-106, and to make no changes in the provisions thereof without the approval of the Department. It shall be the responsibility of the Sponsor to notify the Department of any changes necessary to ensure safety to the traveling public.
- 3) Maintain all drainage systems and facilities constructed, installed, modified or repaired in conjunction with this project or as may be otherwise necessary to

ensure proper drainage for road surfaces constructed under the terms of this agreement.

- 4) Maintain all curbs and driveways abutting road surfaces constructed under the terms of this Agreement and all sidewalks adjacent thereto.
- 5) Maintain all right-of-way areas adjacent to road surfaces, including erosion control and periodic mowing of vegetation, in a manner consistent with applicable codes, ordinances and regulations.
- 6) For any portion of the project encompassed under this Agreement that is part of the State Highway System, the Sponsor shall maintain all that part of said project within the corporate limits of the Sponsor between the gutter lines and the right-of-way lines, and if no gutter exists, between the shoulder lines and the right-of-way lines, including storm sewers, all underground facilities, curbs and mowing, all in accordance with 69 O.S. Supp. 1994 §901 and all other applicable law.
- 7) On limited access highways where county roads or city streets extend over or under the highway or public roads are constructed on state rights-of-way but there is no immediate ingress and egress from the highway, responsibility shall be as follows:
 - a. The public roads as defined in OAC 730:35-1-2 shall be maintained by the city or county and shall be included in their roadway mileage inventory.
 - b. Where county roads or city streets extend over the highway, the roadway, approaches and bridge surfaces, including the deck, shall be maintained by the city or county. The approach guardrail, bridge structure, and highest clearance posting on the structure shall be maintained by the Department.
 - c. Where county roads or city streets extend under the highway, the roadway approaches and advance signing shall be maintained by the city or county. The Department shall maintain the approach guardrail, bridge structure and surface, and the height clearance posting on the structure.

5.9 The Sponsor further agrees and warrants to the Department concerning any sign and highway facility lighting included as part of this project:

- 1) The Sponsor will, upon notice from the Department Engineer, provide at its own expense all required electrical energy necessary for all preliminary and operational tests of the highway lighting facilities.
- 2) Upon completion of the construction of said project, the Sponsor will be responsible for the maintenance and cost of operation of these highway lighting facilities, including all appurtenances thereto and including the sign lighting facilities.
- 3) It is specifically understood and agreed that the highway lighting and sign lighting facilities specified hereunder shall be continuously operated during the hours of darkness, between sunset and sunrise, and shall not be altered, removed or be allowed to cease operation without the mutual written consent of the Department and the Sponsor.
- 4) The Sponsor agrees to provide, on a periodic schedule, an inspection, cleaning and re-lamping maintenance program to assure the maximum efficiency of the highway lighting facilities.
- 5) In the event that the highway lighting facilities installed hereunder are no longer needed for the purposes designated herein, then the highway lighting facilities installed hereunder shall not be moved by the Sponsor to any point other than which is approved by the Department prior to such removal.
- 6) In the event there is no mutually agreed location for reinstallation, the Sponsor will assume complete ownership of the equipment following removal if the installation is twenty (20) years old or older. If the installation is less than twenty years old and:
 - a) In the event the Sponsor desires total ownership of the equipment, the Sponsor shall reimburse the Department the original federal funding percentage share of the original equipment costs only, amortized for a twenty (20) year service life, interest ignored, and assuming straight line depreciation.
 - b) In the event the Sponsor does not desire total ownership of the equipment, the Sponsor shall sell the equipment at public auction to the highest bidder. The Sponsor shall reimburse the Department the original federal funding percentage share of the proceeds of such sale.

5.10 The Department will appoint competent supervision and inspection of the construction work performed by the construction contractor and will provide such engineering, inspection and testing services as may be required to ensure that the construction of the project is accomplished in accordance with the approved Plans, Specifications and Estimates. The Department reserves the right to make such changes in said plans as may be necessary for the proper construction of said project.

- 1) The Sponsor agrees to provide such competent supervision as the Sponsor deems necessary during times that the work is in progress to ensure the completion of the project to the Sponsor's satisfaction and the Sponsor's representatives and the Department's representatives will cooperate fully to the end of obtaining work strictly in accordance with the plans and specifications.
- 2) The Sponsor will make ample provisions annually for the proper maintenance of said project, including the provision of competent personnel and adequate equipment, specifically, to provide all required maintenance of the project during the critical period immediately following construction and to keep the facility in good and safe condition for the benefit of the traveling public.
- 3) The Sponsor warrants to the Department that it will periodically review the adequacy of the aforesaid project to ensure the safety of the traveling public and should the Sponsor determine that further modifications or improvements be required, the Sponsor shall take such actions as are necessary to make such modifications or improvement. When operation modifications are required which in the opinion of the Department exceed the capability of the Sponsor's staff, the Sponsor agrees to retain, at the sole expense of the Sponsor, competent personnel for the purpose of bringing the improvement up to the proper standard of operation.
- 4) The Sponsor warrants and agrees that upon completion of the aforesaid project, the Sponsor assumes any and all financial obligations for the operation, use, and maintenance of the aforesaid project.

SECTION 6: NON-DISCRIMINATION CLAUSE

1. During the performance of this agreement, the Sponsor, for itself, its assignees and successors in interest, agrees as follows:

1) **Compliance with Regulations:**

The Sponsor shall comply with the regulations relative to nondiscrimination in federally-assisted programs of the Department of Transportation, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time

(hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this agreement.

2) **Nondiscrimination:**

The Sponsor, with regard to the work performed by it during the agreement, shall not discriminate on the grounds of race, color, sex, age, national origin, disability/handicap, or income status, in the selection and retention of contractors or subcontractors, including procurements of materials and leases of equipment. The Sponsor shall not participate either directly or indirectly, in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in appendix B of the Regulations.

3) **Solicitations for Subcontracts, Including Procurement of Materials and Equipment:**

In all solicitations, either by competitive bidding or negotiation, made by the Sponsor for work to be performed under a contract or subcontract, including procurements of materials or leases of equipment, each potential contractor or subcontractor or supplier shall be notified by the Sponsor of the Sponsor's obligations under this agreement and the Regulations relative to nondiscrimination on the grounds of race, color, sex, age, national origin, disability/handicap, or income status.

4) **Information and Reports:**

The Sponsor shall provide all information and reports required by the Regulations, or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information and its facilities as may be determined by the State Department of Transportation or the Federal Highway Administration to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of a Sponsor is in the exclusive possession of another who fails or refuses to furnish this information, the Sponsor shall so certify to the State Department of Transportation, or the Federal Highway Administration, as appropriate, and shall set forth what efforts it has made to obtain the information.

5) **Sanctions for Noncompliance:**

In the event of the Sponsor's noncompliance with the nondiscrimination provisions of this agreement, the State Department of Transportation shall impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including but not limited to:

- a. Withholding of payments to the Sponsor under the agreement until the Sponsor complies and/or
- b. Cancellation, termination, or suspension of the agreement in whole or in part.

6) **Incorporation of Provisions:**

The Sponsor shall include the provisions of sub paragraphs 1) through 5) in every contract or subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The Sponsor shall take such action with respect to any contract or subcontract or procurement as the State Department of Transportation or the Federal Highway Administration may direct as a means of enforcing such provisions, including sanctions for noncompliance provided, however, that in the event a Sponsor becomes involved in, or is threatened with, litigation by a subcontractor or supplier as a result of such direction, the Sponsor may request the State Department of Transportation to enter into such litigation to protect the interests of the State; and, in addition, the Sponsor may request the United States to enter into such litigation to protect the interests of the United States.

SECTION 7: TERMINATION

7.1 This Agreement may be terminated by any of the following conditions:

- a) By mutual agreement and consent, in writing of both parties.
- b) By the Department by written notice to the Sponsor as a consequence of failure by the Sponsor to perform the services set forth herein in a satisfactory manner.
- c) By either party, upon the failure of the other party to fulfill its obligations as set forth herein.
- d) By the Department for reasons of its own and not subject to the mutual consent of the Sponsor upon five (5) days written notice to the Sponsor.
- e) By satisfactory completion of all services and obligations described herein.

7.2 The termination of this Agreement shall extinguish all rights, duties, obligations and liabilities of the Department and the Sponsor under this agreement. If the potential termination of this Agreement is due to the failure of either the Department or the Sponsor to fulfill their obligation as set forth herein, the non-breaching party will notify the party alleged to be in breach that possible breach of agreement has

occurred. The party alleged to be in breach should make a good faith effort to remedy that breach as outlined by non-breaching party within a period mutually agreed by each party.

SECTION 8: GOVERNING LAW AND VENUE

8.1 Any claims, disputes or litigation relating to the solicitation, execution, interpretation, performance, or enforcement of this Agreement shall be governed by the laws of the State of Oklahoma and the applicable rules, regulations, policies and procedures of the Oklahoma Transportation Commission. Venue for any action, claim, dispute or litigation, mediation or arbitration shall be in Oklahoma County, Oklahoma.

SECTION 9: DISPUTE RESOLUTION

9.1 The parties hereto have entered into this agreement in the State of Oklahoma and the laws of the State of Oklahoma shall apply. The parties agree to bargain in good faith in direct negotiation to achieve resolutions of any dispute and, if such efforts are unsuccessful, to retain a neutral mediation service to mediate the dispute prior to the filing of any court action. Mediation shall be conducted in the Oklahoma City area and the costs of such mediation shall be borne equally by the parties. If mediation is not successful, venue for any action brought to enforce the terms of this agreement shall be in Oklahoma County, State of Oklahoma. Each party shall bear any cost and attorney fees incurred by the party in such litigation.

SECTION 10: PRIOR UNDERSTANDINGS

10.1 This agreement incorporates and reduces to writing all prior understandings, promises, agreements, commitments, covenants or conditions and constitutes the full and complete understanding and contractual relationship of the parties.

SECTION 11: AMENDMENTS OR MODIFICATIONS OF AGREEMENT

11.1 No changes, revisions, amendments or alterations in the manner, scope of type of work or compensation to be paid by the DEPARTMENT shall be effective unless reduced to writing and executed by the parties with the same formalities as are observed in the execution of this Agreement.

SECTION 12: RECORDS

12.1 The Sponsor is to maintain all books, documents, papers, accounting records and other evidence pertaining to costs incurred and to make such materials available at its respective offices at all reasonable times, during the agreement period and for three (3) years from the date of final payment under the agreement for inspection by the DEPARTMENT and the State Auditor and Inspector, and copies thereof shall be furnished to the DEPARTMENT, if requested.

SECTION 13: HEADINGS

13.1 Article headings used in this Agreement are inserted for convenience of reference only and shall not be deemed a part of this agreement for any purpose.

SECTION 14: BINDING EFFECTS

14.1 This Agreement shall be binding upon and inure to the benefit of the ODOT and the Sponsor and shall be binding upon their successors and assigns subject to the limitations of Oklahoma law.

SECTION 15: SEVERABILITY

15.1 If any provision, clause or paragraph of this Agreement or any document incorporated by reference shall be determined invalid by a court of competent jurisdiction, such determination shall not affect the other provisions, clauses or paragraphs of this Agreement which are not affected by the determination. The provisions, clauses or paragraphs of this Agreement and any documents incorporated by reference are declared severable.

SECTION 16: EFFECTIVE DATE

16.1 This Agreement shall become effective on the date of execution by the Department's Director or his designee.

IN WITNESS WHEREOF, the Director of the Department of Transportation, pursuant to authority vested in him by the State Transportation Commission, has hereunto subscribed his name as Director of the Department of Transportation and the Sponsor has executed same pursuant to authority prescribed by law for the Sponsor.

The Sponsor, _____ on this ____ of _____, 20____,
and the Department on the _____.

THE CITY OF MIDWEST CITY

APPROVED AS TO FORM
AND LEGALITY

By _____
City Attorney

By _____
Mayor

By _____
Attest: City Clerk

(SEAL): Approved – THE CITY
OF

STATE OF OKLAHOMA
DEPARTMENT OF TRANSPORTATION

Recommended for Approval

Local Government Division DATE

Director of Project Delivery DATE

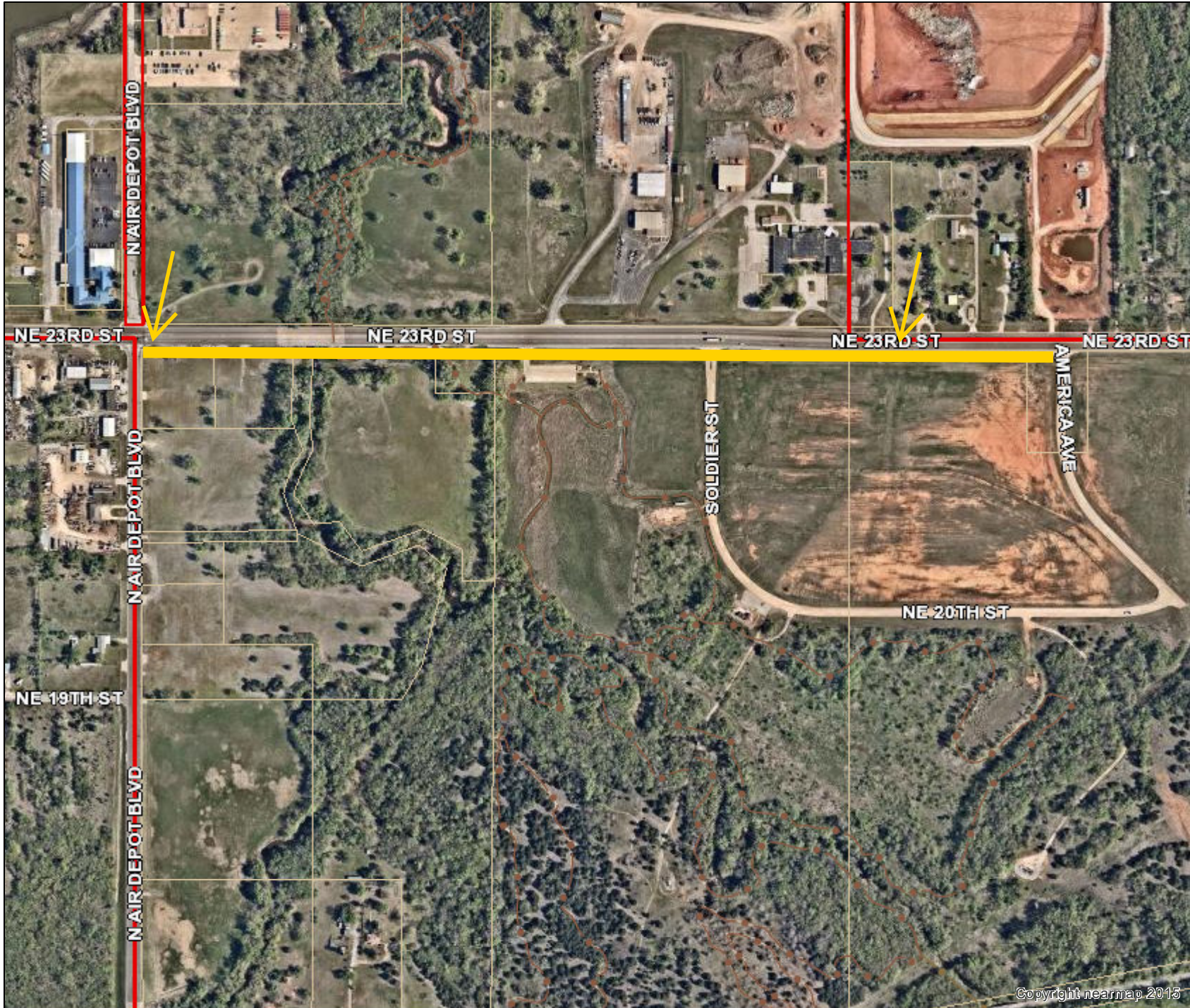
APPROVED AS TO FORM
AND LEGALITY



APPROVED

General Counsel DATE

Deputy Director DATE

NE 23rd Street Sidewalk & Bus Stops



-  Proposed Sidewalk
-  Proposed Bus Stop



1 in = 614 ft
when printed actual size
on 8-1/2"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 variances that may exist.



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

Memorandum

TO: Honorable Mayor and Council

FROM: Troy Bradley, Human Resources Director

DATE: June 11, 2024

RE: Discussion, consideration, and possible action regarding entering into a contract for a Stop Loss Policy with HCC Life Insurance Company, through Stealth Partner Group, LLC, to provide and administer specific and aggregate stop loss coverage for the Employee Health Benefits Plan for the fiscal year 2024-2025 at the rate of \$5.09 per employee per month for an annual attachment point of \$11,033,491.32 and \$109.30 per employee per month for a specific attachment point of \$150,000 per covered person.

Attached is a copy of an agreement and services contract with HCC Life Insurance Company and Stealth Partner Group to provide and administer stop loss coverage for the Employee Health Benefits Plan for the fiscal year 2024-2025. The City of Midwest City Life and Health Committee unanimously recommends changing stop loss carriers from Sun Life to HCC. This does not affect the health insurance plan—we will keep BCBSOK Preferred Network and TPA—only the stop loss or reinsurance for the plan would change.

On behalf of the City, INSURICA sought bids for a few components of the health plan. The City received a very competitive bid for a stop loss policy from HCC with the same factors that we have had at an overall lower cost. Changing from Sun Life to HCC stop loss keeps open the many other opportunities to evaluate further strategies and options to save additional costs in the future and pursue a wider variety of benefit considerations.

HCC's stop loss policy has the same factors for the aggregate attachment point (125% of expected claims) and the specific benefit (\$150,000 deductible per member). This proposed new policy has the same benefits and coverage as the current Sun Life policy has, but at a lower cost.

The rates in this agreement reflect an increase in fees over last year of \$0.66 PEPM for the aggregate attachment point (a decrease over Sun Life's proposed renewal). There is a decrease of \$16.12 PEPM for the specific attachment point year-over-year (a huge decrease under Sun Life's proposed renewal). It needs to be noted that there is still a \$2.00 PEPM fee that BCBS will charge as our TPA to continue to carve out the stop loss policy.

Even though the aggregate stop loss premium has a small increase and BCBS will charge an additional carve-out fee, the overall savings realized through the lower specific stop loss



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

premiums is still \$13.46 PEPM compared to the current contract with HCSC/BCBS. We will see over \$95,000 in savings .

Finally, changing stop loss carriers will cause no disruption to the plan members. It will all be on the administrative side and will not be too intensive of a change. In fact, it is expected to provide some more clarity and transparency for the plan administration.

Staff recommends approval.

Troy Bradley, Human Resources Director



Stop Loss Group
7950 Legacy Drive Suite 600
Plano, TX 75024 USA
Tel: 888-941-9532

May 14, 2024

Lydia Spence
Stealth Partner Group, LLC - Southwest - Dallas
18700 N. Hayden Road
Suite 405
Scottsdale, AZ 85255

RE: City of Midwest City
Effective Date: 07/01/2024

Dear Lydia,

Thank you for placing City of Midwest City with HCC Life Insurance Company. It is our mission to provide you with superior products and service and to exceed your expectations in every aspect of the administration of this account. Our objective is to have your stop loss policy issued as soon as possible from the effective date of coverage.

Enclosed with this letter, are several items that must be executed and returned to us in order for the policy to be issued. This letter will serve as instructional guidance for each of the enclosed forms.

The forms are as follows:

- (a) Application – Please have the application initialed and signed on the appropriate pages. On the last page of the Application, the “Dated At” portion should also be completed along with printing the name of the Officer/Partner as indicated. Any handwritten changes must be initialed by the Officer/Partner. Please be aware that the application is attached to and made a part of the policy.

Please note the Licensed Agent signature must be the Licensed Agent who is (or will be) appointed with HCC Life Insurance Company as the representative of the Agent of Record listed on Page 1 of the Application. Also, please print the name of the Licensed Agent.

- (b) Endorsements/Addendums – If Applicable, please have the endorsement(s) signed by both the Officer/Partner and the Licensed Agent, printing name(s) as indicated. Please refer to the above paragraph regarding the Licensed Agent.
- (c) Business Associate Agreement – NEW POLICYHOLDERS ONLY –New policyholders are encouraged to sign the Business Associate Agreement and return it to HCC Life. If the policyholder does not want HCC Life held to these privacy and security standards, we will require confirmation from you that it is not going to be executed.

Renewing policyholders with a Business Associate Agreement on file do not need to sign another and one is not included with this package.

- (d) Premium Accounting Worksheet – This is a self billing policy and as such the premium accounting worksheet, or similar form of conveyance, should be completed by the plan sponsor or their designee and forwarded to our attention each month with the appropriate premium payment. The Premium Accounting Worksheet included is for the first month's premium based on the enrollment provided on the underwriting proposal. The premium binder check, or first



month's premium submission, should be made payable to HCC Life Insurance Company and mailed to:

Regular Mail

HCC Life Insurance Company
P.O. Box 402032
Atlanta, GA 30384-2032

Overnight Mail

HCC Life Insurance Company
6000 Feldwood Road
Attention: Box 402032
College Park, GA 30349

All subsequent payments during the policy year should be mailed to the same address.

- (e) Underwriting Requirements – Please note that the underwriter may have required additional reports or forms, such as a Disclosure Statement or updated claims information. This information must be received and approved prior to us releasing the Stop Loss Policy. Should you have any outstanding underwriting requirements please submit them to our attention for review and approval as soon as possible.

Please return all completed documentation to my attention at:

HCC Life Insurance Company Plano Office
7950 Legacy Drive Suite 600, Plano, TX 75024

HCC Life Insurance Company is rated A++ (Superior) by *A.M. Best Company* and is backed by the financial resources and commitment of our parent company, HCC Insurance Holdings, Inc. For more information about our company, our products and our locations, please visit our website, <http://www.tmhcc.com/life/life>.

Should you have any questions, or if I can be of any assistance, please contact me.

Sincerely,

Kyle Grady
Underwriting Assistant II

STOP LOSS INSURANCE
HCC LIFE INSURANCE COMPANY
Three Town Park Commons, 225 TownPark Drive, Suite 350
Kennesaw, Georgia 30144 (800-447-0460)

APPLICATION

- 1. Full Legal Name of Applicant and Address:**
City of Midwest City
100 N Midwest Blvd
Midwest City, OK 73110
Telephone No.:
- 2. Applicant is a/an (check one):**
 Single Employer Plan Student Plan
 Union or Taft Hartley Plan
 Association Plan or MEWA
 Other:
- 3. Policy Period:** Effective Date: 07/01/2024 Expiration Date: 06/30/2025
- 4. Full Legal Name of Affiliates, Subsidiaries and other major locations to be included in coverage:**

Address of Affiliates or Subsidiaries:
 None See attached listing
- 5. Nature of Business of the Applicant to be Insured:**
Executive Offices
- 6. Contact Person at Applicant:**
- 7. Enter full name of the Medical Benefit Plan(s):** City of Midwest City Medical Benefit Plan
A signed copy of such Medical Benefit Plan(s) will form part of this contract.
- 8. Name and Address of Claims Administrator:** Blue Cross Blue Shield of Oklahoma 3401 NW 63rd St.
Oklahoma City, OK 73116
- 9. Agent of Record:** Stealth Partner Group, LLC
- 10. Estimated Initial Enrollment:** Composite: 597 Total Covered Units: 597
- 11. Retirees Covered:** Yes No
- 12. The Utilization Review vendor will be:** Blue Cross/Blue Shield of Oklahoma
- 13. Deposit Premium (Minimum of first month's estimated premium):** \$ 68,290.83
Please review the deposit premium on the Monthly Premium Accounting Worksheet.
- 14. SPECIFIC STOP LOSS INSURANCE:** Yes No
- A. Covered Expenses Paid under the Medical Benefit Plan for the following Plan Benefits are covered for Specific Stop Loss Insurance (not included unless checked):
 Medical Prescription Drug Card Prescription Drugs Under Medical Other:
- B. Specific Deductible in each Policy Period per Covered Person: \$150,000
- C. Contract Basis: 24/12
Covered Expenses Incurred from 07/01/2023 through 06/30/2025, and Paid from 07/01/2024 through 06/30/2025.
- If a claim is eligible under two different Contract Bases, it may only be filed for reimbursement in the earliest Contract Basis under which it is eligible.**
- D. Specific Policy Period Reimbursement Maximum per Covered Person: Unlimited
- E. Monthly Specific Premium Rates:
Composite: \$109.30
- F. Specific Percentage Reimbursable: 100%
- G. Specific Terminal Liability Option: Yes No

Specific Terminal Liability Option premium per Covered Person per month:

15. AGGREGATE STOP LOSS INSURANCE: Yes No

A. Covered Expenses Paid under the Medical Benefit Plan for the following Plan Benefits are covered for Aggregate Stop Loss Insurance (not included unless checked):

- Medical Dental Weekly Income Vision Prescription Drug Card
 Prescription Drugs Under Medical Other:

B. Minimum Annual Aggregate Deductible: \$11,033,491.32
(Subject to the Definition of Minimum Annual Aggregate Deductible in the Policy)

C. Contract Basis: 24/12
Covered Expenses Incurred from 07/01/2023 through 06/30/2025, and Paid from 07/01/2024 through 06/30/2025. However, Eligible Expenses Incurred from 07/01/2023 through 06/30/2024 will be limited to \$1,655,024.

If a claim is eligible under two different Contract Bases, it may only be filed for reimbursement in the earliest Contract Basis under which it is eligible.

D. Aggregate Policy Period Reimbursement Maximum: \$1,000,000

E. Monthly Aggregate Factors:

Monthly Factors	Combined	Medical	Dental	Weekly Income	Vision	Prescription Drugs
Composite	\$1,540.13					

F. Aggregate Percentage Reimbursable: 100%

G. Loss Limit: \$150,000

For the purposes of Aggregate Stop Loss Insurance, the Loss Limit is the maximum amount of Covered Expenses Incurred by each Covered Person, which can be used to satisfy the Annual Aggregate Deductible.

H. Monthly Deductible Advance Reimbursement Option: Yes No

I. Aggregate Terminal Liability Option: Yes No

J. Aggregate Premium:

1. Annual Premium payable in advance for Policy Period:
2. Monthly Premium rate per Covered Unit: Composite: \$5.09
3. Monthly Deductible Advance Reimbursement premium per Covered Unit per month:
4. Aggregate Terminal Liability Option premium per Covered Unit per month:

SPECIAL LIMITATIONS:

It is understood and agreed by the Applicant that:

1. The Applicant is financially sound, with sufficient capital and cash flow to accept the risks inherent in a "self-funded" health care plan, and
2. The Claims Administrator retained by the Applicant will be considered the Applicant's agent, and not the Company's agent, and
3. All documentation requested by the Company must be received within 90 days of the Policy effective date, is subject to review by the Company and may require adjustment of rates, factors, and / or Special Limitations to accommodate for abnormal risks, and
4. The Stop Loss Insurance applied for herein will not become effective until accepted by the Company, and
5. Premiums are not considered paid until the premium check is received by the Company, is paid according to the rates set forth in the Application, and all items required to issue the Policy have been returned to the Company. Premiums are subject to refund should any outstanding policy requirement not be met within 90 days of the Policy's effective date, and
6. This Application will be attached to and made a part of the Policy issued by the Company, and
7. The Medical Benefit Plan(s) attached shall be the basis of any Stop Loss Insurance provided by the Company and such Medical Benefit Plan(s) conforms with all applicable State and Federal statutes, and
8. Any reimbursement under the Stop Loss Insurance provided by the Company shall be based on Covered Expenses Paid by the Applicant in accordance with the Medical Benefit Plan(s) attached hereto, and
9. After diligent and complete review, the representations made in this Application, the disclosures made, and all of the information provided for underwriters to evaluate the risk, are true and complete.

FRAUD STATEMENT:

Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

Full Legal Name of Applicant: City of Midwest City

Dated at _____ this _____ day of _____, 20____

Officer / Partner Signature (print name)

Licensed Agent Signature (print name)

For HCC Life Insurance Company Use Only: ACCEPTANCE

Accepted on behalf of the Company, this _____ day of _____, 20____

By: _____

Title: _____

Policy No.: _____

HCC LIFE INSURANCE COMPANY
STOP LOSS POLICY
SUPPLEMENTAL ENDORSEMENT

Policy Number: HCL41405

Endorsement Number: 1

Policyholder: City of Midwest City

Effective Date of Endorsement: 07/01/2024

You and We agree that the above Policy is amended as follows:

The intent of this Endorsement is to amend the Policy to incorporate the Experimental and Investigative, the Medically Necessary and the Reasonable and Customary Charge (or similarly titled) definitions and provisions of the Plan Document that we have received and underwritten.

Therefore, notwithstanding any other provision of the Policy or Endorsement thereto, You and We agree that the Policy is amended as follows:

The Policy will defer to the same or similarly titled definitions contained within Your Plan Document;

1. EXPERIMENTAL OR INVESTIGATIVE, and
2. MEDICALLY NECESSARY, and
3. REASONABLE AND CUSTOMARY CHARGE.

We reserve the right to withdraw this Endorsement immediately upon written notice to You if:

1. You fail to provide to Us a copy of your current Plan Document within 30 days of the effective date of the Policy.
2. You amend or edit Your Plan Document to the extent that Our risk under this Endorsement is affected, or
3. You submit to Us any stop loss reimbursement claim where benefits were paid reliant upon the use of a discretionary clause or similar provision contained in Your Plan Document, or
4. You submit to Us any stop loss reimbursement claim where benefits were paid using the terms and conditions of any document other than Your Plan Document (e.g. an employee handbook) that has not already been provided to Us, reviewed and underwritten, or upon the guidance or advice of any third party (e.g. Your Claims Administrator).

For the purposes of identifying Plan Benefits that are eligible for reimbursement, all conflicts between the Policy and Your Plan Document, if any, shall be resolved in accordance with the terms and conditions of the Plan Document. All remaining terms and conditions in the Policy shall remain in full force and effect.

This Endorsement does not constitute a guarantee that any benefit paid by Your Claims Administrator will be reimbursable under the Policy. To be eligible under the Policy, benefits must be accurately adjudicated, paid appropriately and still adhere to the requirements of Your Plan Document (or other supporting documents provided in conjunction).

HCC LIFE INSURANCE COMPANY
STOP LOSS POLICY
SUPPLEMENTAL ENDORSEMENT

THERE ARE NO POLICY CHANGES UNDER THIS ENDORSEMENT OTHER THAN STATED ABOVE.

City of Midwest City

Full Legal Name of Applicant/Policyholder

Signed At / Date Signed

Officer/Partner Signature (print name)

Witnessed (Licensed Agent) Signature

FOR HCC LIFE INSURANCE COMPANY USE ONLY:

ACCEPTANCE

Accepted on behalf of the Company, this _____ day of _____, 20 _____

By: _____

Title: _____

BUSINESS ASSOCIATE AGREEMENT FORM

Part I - Preamble

- A. **Effective Date:** The effective date of this Business Associate Agreement (“Agreement”) is 07/01/2024.
- B. **Parties:** The parties to this Agreement, **City of Midwest City Medical Benefit Plan** (“Covered Entity”), and HCC Life Insurance Company (“HCC Life” and “Business Associate”), an Indiana corporation. HCC Life is a stop loss insurance carrier and all references in this agreement to “stop loss insurance carrier” refer to HCC Life. For purposes of this Agreement, HCC Life is a business associate (as defined in the HIPAA Rules as defined below) of Covered Entity. Covered Entity and Business Associate agree that there shall be no third party beneficiaries to this Agreement, including but not limited to individuals whose Protected Health Information (defined below) is created, received, used, and/or disclosed by Business Associate in its role as business associate.
- C. **Purpose:** The parties intend that this Agreement comply with the business associate agreement requirements set forth in HIPAA Standards for Privacy of Individually Identifiable Health Information, 45 C.F.R. Parts 160 and 164, Subparts A and E, (“Privacy Standards”), the HIPAA Security Standards, 45 C.F.R. Part 160 and Part 164, Subparts A and C (“Security Standards”), and the HIPAA Breach Notification Rule 3, 45 C.F.R. Part 160 and Part 164, Subparts A and D (“Breach Notification Rule”), as amended from time to time (collectively, the “HIPAA Rules”).
- D. In connection with the Business Associate’s creation, receipt, use, and/or disclosure of Protected Health Information, the parties agree as follows.

Part II - General Terminology

- A. The following terms shall have the same meaning in this Agreement as is set forth in the HIPAA Rules: breach, data aggregation, designated record set, individual, required by law, Secretary, security incident and unsecured protected health information. Protected Health Information (“PHI”) shall have the same meaning as the term “protected health information” in 45 C.F.R. § 160.103, but limited to the information created or received by Business Associate from, or on behalf of, Covered Entity.
- B. In the event of an inconsistency between the provisions of this Agreement and the mandatory terms of the HIPAA Rules, as may be expressly amended from time to time by the U.S. Department of Health and Human Services (“HHS”) or as a result of interpretations by HHS, a court, or another regulatory agency with authority over the parties, the interpretation of HHS, such court, or regulatory agency shall prevail. In the event of a conflict among the interpretations of these entities, the conflict shall be resolved in accordance with rules of precedence.
- C. Where there are provisions in this Agreement additional to those mandated by the HIPAA Rules, but which are not prohibited by the HIPAA Rules, the provisions of this Agreement will apply.

Part III – Permitted Uses and Disclosures by Business Associate

- A. Except as otherwise provided in this Agreement, Business Associate may receive, use, disclose or maintain PHI on behalf of, or to provide services to, Covered Entity for the following purposes, if such use or disclosure of PHI would not violate the HIPAA Rules if done by Covered Entity: (1) those functions, activities, and/or services as are identified in the Stop Loss Policy between the Covered Entity and the Business Associate and/or (2) those functions, activities, and/or services provided by Business Associate in connection with application and underwriting processes.

- B. As part of its providing functions, activities, and/or services to Covered Entity as identified in Part III.A., Business Associate may disclose information, including PHI, to other business associates of Covered Entity and may use and disclose information, including PHI, received from other business associates of Covered Entity as if this information was received from, or originated with, Covered Entity.
- C. Business Associate agrees not to use or further disclose PHI other than as permitted or required by this Agreement or as required by law.
- D. Business Associate agrees to use appropriate safeguards to prevent the use or disclosure of PHI other than as provided for by this Agreement or as required by law. Business Associate will implement administrative, physical and technical safeguards that reasonably and appropriately protect the confidentiality, integrity and availability of electronic PHI that it creates, receives, maintains or transmits on behalf of the Covered Entity.
- E. Except as otherwise limited in this Agreement, Business Associate may use PHI for the proper management and administration of Business Associate or to carry out the legal responsibilities of Business Associate.
- F. Except as otherwise limited in this Agreement, Business Associate may disclose PHI for the proper management and administration of Business Associate, provided that disclosures are required by law, or Business Associate obtains reasonable assurances from the person to whom the information is disclosed that it will remain confidential and will be used or further disclosed only as required by law or for the purpose for which it was disclosed to the person, and the person notifies Business Associate of any instances of which it is aware in which the confidentiality of the information has been breached.
- G. Except as otherwise limited in this Agreement, Business Associate may use PHI to provide data aggregation services to Covered Entity as permitted by the HIPAA Rules.
- H. Business Associate agrees that it will enter into a written agreement with all subcontractors of Business Associate that: (i) applies the same restrictions and conditions of this Agreement to the subcontractor's disclosure, receipt, maintenance, transmission or use of PHI; (ii) complies with the terms of the HIPAA Rules; (iii) requires the subcontractor to notify Business Associate, who shall in turn promptly notify Covered Entity, of any security incident, breach or other impermissible use or disclosure of PHI that the subcontractor becomes aware of; and (iv) notifies such subcontractors that they will incur liability under the HIPAA Rules for non-compliance with such provisions.
- I. If Business Associate becomes aware of any use or disclosure of PHI that is not provided for in this Agreement, Business Associate will report that use or disclosure to Covered Entity as soon as reasonably possible. If Business Associate becomes aware of any security incident concerning electronic PHI, Business Associate will report that incident to Covered Entity as soon as reasonably possible.
- J. Business Associate agrees, at the written request of Covered Entity, to provide access to PHI in accordance with 45 C.F.R. § 164.524. Business Associate may require Covered Entity to pay certain fees, as delineated in 45 C.F.R. § 164.524(c)(4), for it to provide copies or summaries of PHI.
- K. Upon receiving written notification from Covered Entity that it has directed or agreed, pursuant to 45 C.F.R. § 164.526, to amend PHI, Business Associate agrees to make PHI available for amendment and incorporate any such amendments to PHI as directed by Covered Entity.
- L. In accordance with 45 C.F.R. § 164.528, Business Associate will retain and make available to Covered Entity, upon written request, the information required by Covered Entity to provide an accounting of disclosures, if so requested by an individual.

- M. For the purpose of the Secretary determining Covered Entity's compliance with the HIPAA Rules, Business Associate shall make available to the Secretary the Business Associate's internal practices, books, and records relating to the use and disclosure of PHI. No attorney-client, accountant-client, or other legal privilege will be deemed to have been waived by Business Associate by virtue of this provision of the Agreement.
- N. Business Associate agrees to, as soon as practicable, but in no case later than 30 calendar days after the discovery of a breach of unsecured protected health information, notify Covered Entity of such breach. A breach shall be treated as discovered as of the first day on which such breach is known, or by exercising reasonable diligence would have been known, to any person, other than the person committing the breach, who is an employee, officer or agent of Business Associate. The notification shall include, to the extent possible, the identification of each individual whose unsecured protected health information has been, or is reasonably believed by Business Associate to have been, accessed, acquired, used or disclosed during the breach. In addition, Business Associate shall provide Covered Entity with any other available information that Covered Entity is required to include in the notification to the individual under 45 C.F.R. § 164.404(c) of the HIPAA Rules.
- O. Business Associate agrees to take commercially reasonable steps to mitigate, to the extent practicable, any harmful effect that is known to the Business Associate resulting from any unauthorized access, use, disclosure, modification or destruction of PHI.
- P. Except as provided for by the stop loss policy, Business Associate will not directly or indirectly receive remuneration in exchange for any PHI of an individual.

Part IV - Obligations of Covered Entity

- A. Upon request, Covered Entity shall provide, in a timely manner, Business Associate with the Notice of Privacy Practices that Covered Entity produces in accordance with 45 C.F.R. § 164.520, as well as any changes to such Notice.
- B. Covered Entity shall provide Business Associate with any changes in, or revocation of, permissions by the Covered Entity or any individual to use or disclose PHI if such changes, revocations or permissions affect Business Associate's permitted or required uses and disclosures.
- C. Covered Entity shall notify Business Associate, in writing and in a timely manner, of any restriction to the use or disclosure of PHI that Covered Entity has agreed to in accordance with 45 C.F.R. § 164.522 to the extent that such restriction may affect Business Associate's use or disclosure of PHI.
- D. Except for Business Associate's management and administrative activities and data aggregation, Covered Entity shall not request that Business Associate use or disclose PHI in any manner that would not be permissible under the HIPAA Rules if done by Covered Entity.

Part V - Termination Provisions

- A. This Agreement shall continue until it is terminated by any of the parties or if a Stop Loss Policy exists between the Covered Entity and the stop loss insurance carrier, the Stop Loss Policy expires without renewal. Any party to this Agreement may terminate this Agreement without the necessity of showing cause by the delivery of a written notice from the terminating party to the other parties. However, if a Stop Loss Policy exists between the Covered Entity and the stop loss insurance carrier, then the termination of this Agreement shall not be effective until either (1) all claims under the Stop Loss Policy are received and processed by Business Associate or (2) the time period delineated in the Stop Loss Policy for claims to be submitted to Business Associate and processed by Business Associate upon the Policy's termination, has expired, whichever event occurs first. If no Stop Loss Policy exists between

Covered Entity and the stop loss insurance carrier then the termination is effective ten (10) business days from the date that the party receives such notice. Notwithstanding any other provision of this Agreement, Covered Entity will not withhold PHI from Business Associate so as to prevent Business Associate from using its usual and routine claims processing procedures to process claims under this section.

- B. If Covered Entity determines that Business Associate has violated a material term of this Agreement then Covered Entity shall inform Business Associate in writing of the violation and Business Associate shall either terminate this Agreement under paragraph Part V.A. or endeavor to cure such violation. If Business Associate endeavors to cure the violation but fails to do so in a reasonable period of time, Covered Entity may terminate this Agreement upon written notice. Such termination shall be effective on the date that Business Associate receives the termination notice from Covered Entity which states that Covered Entity wishes to terminate this Agreement under this provision and states the material term of this Agreement that Covered Entity believes has been violated by Business Associate; however, any amounts due from Covered Entity to Business Associate as of the effective date of the termination continue to be so due.
- C. Subject to the Part V.A. above, if a Stop Loss Policy exists between Covered Entity and the stop loss insurance carrier and such Stop Loss Policy is terminated or expires, this Agreement shall be deemed to have terminated at the same moment the Stop Loss Policy's termination or expiration became effective. Similarly, and subject to Part.V.A. above, if this Agreement is terminated by any party, all other agreements then existing between Business Associate and Covered Entity, unless otherwise agreed to in writing by Business Associate and Covered Entity, are also deemed to have been terminated at the same moment this Agreement's termination became effective. However, in either case, any amounts due from Covered Entity to Business Associate under any such agreements as of the effective date of termination continue to be due.
- D. Upon the termination of this Agreement, Business Associate will, if feasible, return to Covered Entity all PHI or, at its discretion, in the alternative, Business Associate will destroy all PHI. If such return or destruction is not feasible, Business Associate will continue to extend the protections of this Agreement to the PHI and limit further uses and disclosures to those purposes that make the return or destruction of the PHI not feasible.

HCC Life Insurance Company

City of Midwest City Medical Benefit Plan

By: _____

By: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

HCC LIFE INSURANCE COMPANY

Policyholder **City of Midwest City** Policy No. **HCL41405** Effective Date **07/01/2024**
 Administrator **Blue Cross Blue Shield of Oklahoma** Report Period **07/01/2024** to **07/31/2024**

Coverage	Current Units	Prior* Units	Total Units	Rates	Gross Premium
Specific					
Composite	597		597	X	109.30
				X	
				X	
				X	
			Gross Premium		\$65,252.10
Aggregate					
Composite	597		597	X	5.09
				X	
				X	
				X	
			Gross Premium		\$3,038.73
MDAR				X	
TLO				X	
Total Gross Premium					\$68,290.83

*Prior month adjustments are limited to the preceding 3 months. You must attach documentation to receive consideration for any other months.

Please make checks payable to **HCC LIFE INSURANCE COMPANY**. Send checks to: HCC Life Insurance Company, P.O. Box 402032, Atlanta, GA 30384-2032.

SERVICES CONTRACT

This Services Contract (the “**Agreement**”) is entered into between Stealth Partner Group, LLC (“**Company**”), and City of Midwest City [Group Name], [which may include a self-funded group health plan or plans] (“**Group**”) and any such certain self-funded group health plan. Company and Group are sometimes referred to individually as a “**Party**” and collectively as the “**Parties.**” This Agreement is effective July 1, 2024 [Month XX] (the “**Effective Date**”).

RECITALS

WHEREAS, Company provides certain cell and gene therapy related benefits pursuant to a performance guarantee, as set forth in this Agreement (the benefits and structure provided herein are the “**Program**”);

WHEREAS, Group is establishing and maintaining a self-funded group health plan (“**GHP**”) for its employees and dependents;

WHEREAS, Company has contracted with, and may in the future contract with, one or more insurers selected by Company or its affiliates from time to time, to provide coverage to Company under contractual liability insurance policies to indemnify Company for certain of its liabilities associated with the performance guarantee provided under this Agreement (individually and collectively, as applicable, the “**Insurer**”);

WHEREAS, Company may also offer and sell certain contractual liability insurance policies (“**CLIPs**”) issued by insurers selected by Company or its affiliates from time to time including, without limitation, through a liability risk purchasing group, that will reimburse employers and/or their self-funded group health plans, as applicable, for certain cell and gene therapy risk exposures that are assumed by contract by the employers and/or their self-funded group health plans, as applicable (the “**Amwins CLIP Program**”);

WHEREAS, Group would like to participate in the Program; and

THEREFORE, in consideration of the mutual agreements and covenants contained in this Agreement and other good and valuable consideration the receipt of which is acknowledged, the Parties agree to the following:

AGREEMENT

SECTION 1: DEFINITIONS

The following are definitions of terms used in this Agreement. Other terms are defined in Exhibit B to this Agreement or where they are first used in this Agreement. Defined terms are capitalized when used in the defined context.

- 1.1 “**Claim**” means a covered expense that is (i) the responsibility of Company with respect to a Participant under the terms of this Agreement; and (ii) a Participant is diagnosed with a Covered Disease; and (iii) Covered Pharmaceuticals are prescribed with an intent to treat a Covered Disease; and (iv) a covered expense has been approved and Paid by the GHP or its third-party administrator within the Claims Period, and submitted to Company within the Claims Period; and (v) Covered Pharmaceuticals are administered within the Benefit Period, and proof of administration, including date, are submitted to Company.

- 1.2 **“Participant(s)”** means an individual entitled to receive benefits for services under the terms of the GHP at the time services are performed.
- 1.3 **“Paid Claims”** means the amount that Group’s third-party administrator has (i) adjudicated pursuant to the terms of the Group’s SPD and paid for a Participant’s Claim in response to a request for payment of benefits under the GHP; and (ii) the funds are actually disbursed by the GHP prior to the end of the Claims Period. Paid Claim must be unconditional and directly made to the Participant’s health care provider(s). Payment will be deemed made on the date the payment is tendered by mailing (or by other form of delivery) a draft or check; and the account upon which the payment is drawn contains, and continues to contain, sufficient funds to permit the check or draft to be honored by the institution upon which it is drawn.
- 1.4 **“Proprietary Materials”** means Company’s proprietary and confidential records, documents, lists, books, recorded information, data stored on data processing media, trade secrets, symbols, trademarks, service marks, systems, formats, programs, procedures, protocols, contract forms, pricing data, deidentified data, utilization information, fee schedules, reasonable and customary charges profiles, designs, and business plans.
- 1.5 **“SPD”** means summary plan description and is a written summary of the terms and benefits of the GHP available to Participants. An SPD will not be prepared by Company. A GHP with different benefit plan options may describe those options in one SPD or in separate SPDs for each alternative benefit plan option.
- 1.6 **“Term”** means the period of time this Agreement remains in effect. The initial Term is defined in Section 4.1 of this Agreement, and the Agreement may renew for subsequent twelve (12) month periods, each of which is referred to as a Term. If the Agreement is terminated early for any reason prior to the expiration of a full twelve (12) month period, the shorter period between the first day of the Term and the date the Agreement terminates is the Term.

SECTION 2: RELATIONSHIP OF THE PARTIES

- 2.1 **Company Acting in Ministerial Capacity Only.** Except as may otherwise be expressly provided in this Agreement, the Parties acknowledge and agree that Company is acting solely in a ministerial capacity in performing Company’s duties and obligations under this Agreement and will have no fiduciary duties with respect to the administration of the Group’s health plan. While Company may facilitate and coordinate the various relationships, Company does not have discretionary authority over the Program. Company will not be responsible for advising Group with respect to their fiduciary duties under the Agreement or from making any recommendations with respect to the investment of GHP assets.
- 2.2 **Company is Not Insuring any Group Liabilities.** Company does not insure or underwrite any liability associated with the GHP and will have no financial risk or liability with respect to the provision of benefits under the GHP, subject to the delivery and acceptance of the Specified Specialty Pharmaceutical Performance Guarantee (defined below).
- 2.3 **Authority.** Group grants Company the authority to serve as an agent of the Group in performing Company’s duties under this Agreement, but only those Company duties that are expressly stated in this Agreement or as mutually agreed in writing by the Parties.

- 2.4 **Company is an Independent Contractor.** Company is and will remain an independent contractor with respect to the services being performed under the terms of this Agreement and will not for any purpose be deemed an employee of Group, and Company will not be deemed to be a partner or to be governed by any legal relationship other than that of independent contractor. Company does not assume any responsibility for the general policy design of the GHP, the adequacy of the funding thereof, nor any act, omission, or breach of duty by Group.

SECTION 3: COMPENSATION AND ADOPTION OF BENEFIT DISBURSEMENT TERMS

- 3.1 **Specified Specialty Pharmaceutical Benefit Disbursement Terms.** The Parties hereby incorporate the terms of the Specified Specialty Pharmaceutical Benefit Disbursement Terms (“Disbursement Terms”) attached to this Agreement as Exhibit B. The terms of the Disbursement Terms will control the terms of Program and the ability for the Group to receive payment for any Covered Expenses. Group acknowledges that to participate in the Program, Group must place its commercial employer stop-loss policy through Company, and that policy may not exclude or otherwise limit reimbursements for the therapies outlined in Exhibit B.
- 3.2 **Compensation.** Group will pay to Company \$1.99 per covered employee per month to participate in the Program.

SECTION 4: TERM OF AGREEMENT

- 4.1 **Term.** The initial term of this Agreement will commence on the Effective Date and terminate after twelve (12) months, unless terminated sooner as outlined under Section 5.
- 4.2 **Renewal.** After the completion of the initial twelve (12)-month period, this Agreement may renew for an additional twelve (12) month period subject to the execution of a new Agreement

SECTION 5: TERMINATION AND MODIFICATION

- 5.1 **Termination Without Cause.**
- (a) A Party may terminate this Agreement without cause by giving the other Party at least sixty (60) days’ prior written notice to the other Party prior to the start of a new Term.
 - (b) Company may terminate this Agreement upon thirty (30) days’ written notice to Group if Company has implemented an Amwins CLIP Program, in which case, the Parties will work cooperatively to transition Group over to the Amwins CLIP Program.
- 5.2 **Termination For Cause.** This Agreement terminates, and Company’s obligations will cease upon such termination, in accord with any of the following:
- (a) Thirty (30) days after written notice has been given by Company to Group, or by Group to Company, of the breach of any material obligations under this Agreement; provided that such breach has not been cured within such thirty (30) day period. Notwithstanding the foregoing, Group’s default in any payment under this Agreement will be subject to termination under Section 5.2(c).

- (b) immediately if Group ceases to be a client of Company in relation to the placement of any purchased stop-loss policy. The termination of this Agreement will be the last day that Company is the general agent for the Group's stop-loss policy.
 - (c) upon thirty (30) days' written notice, in Company's sole discretion, if the Group fails to pay:
 - a. Any payment due under this Agreement or any other agreements that are a part of the Program.
 - b. Any administrative fees, charges, or other amounts due to Company under the terms of this Agreement.
 - (d) Upon five (5) business days written notice, in Company's sole discretion:
 - a. if the Group assigns this Agreement, unless such assignment had Company's prior approval in writing; or
 - b. if Group is sold (including a sale of substantially all assets of Group) or merges, unless such sale or merger had Company's prior approval in writing. Company will not unreasonably withhold any such approval.
 - (e) As of the effective date of any law, regulation, or interpretation of any law or regulation is enacted which prohibits the continuance of this Agreement, as interpreted by Company.
 - (f) Immediately, if Group terminates the GHP.
 - (g) Within ten (10) days following the occurrence of any of the following if not reversed or cured prior to the expiration of the ten (10) day period:
 - a. a finding or admission that Group or the GHP is insolvent;
 - b. the date that Group or GHP files for protection provided under any bankruptcy law;
 - c. the date that Group or GHP's creditors seek to have Group or GHP declared bankrupt or placed under the protection of a Bankruptcy Court; or
 - d. the date that Group or Group's creditors seek to have a receiver appointed to manage Group's business.
- 5.3 **Other Rights to Terminate.** Company's right to terminate under this Section 5 will be in addition to and not a limitation of any right to terminate (or right to offset) under any other provisions of this Agreement.
- 5.4 **Late Payment and Reinstatement.** Any payment received by Company after termination of this Agreement will be deposited for security purposes only and will not be deemed to have been accepted for reinstatement or as an accord and satisfaction. This Agreement will be reinstated only upon the written endorsement of Company and Insurer.

- 5.5 **Modification.** Except as otherwise specifically provided in this Agreement, this Agreement may be modified only by a written agreement signed by an authorized representative of each Party.

SECTION 6: SERVICES

During the Term of this Agreement and any period of run out, Company will support the Group in various stop-loss procurement services and reimbursement of certain gene therapy treatments as set forth in Exhibit A of this Agreement, which includes: (a) stop-loss policy placement; (b) evaluate new drugs; (c) work with program managers and/or actuaries; (d) coordinate with Company on applicable disbursements and reimbursements; and (e) premium collection/remittance. Company's services under this agreement are contingent on the Group procuring a stop-loss policy that does not exclude or otherwise limit access to the treatments and therapies outlined in Exhibit B to this Agreement.

SECTION 7: GENERAL

- 7.1 **Licenses.** Each Party will maintain in good standing, at its own cost, licenses required by all applicable statutes, regulations, and local jurisdictions. Each Party will notify the other Party of its knowledge of any event which might lead to the suspension or revocation of any licenses which relate to this Agreement, or its knowledge of the actual suspension, revocation, lapse or non-renewal of any licenses required of a Party by applicable state law. If a Party fails to obtain and maintain the appropriate licenses or fails to comply with the applicable statutes, the Parties will work in good faith to ensure that any impact to an insured is minimized.
- 7.2 **Compliance with Laws.** Each Party will comply with all applicable federal and state laws, regulations, and local rules that apply to this Agreement, and shall indemnify, defend, and hold the other party harmless for its failure to do so. Further, Each Party will comply with all applicable federal and state laws, rules and regulations governing privacy security, confidentiality, integrity and/or data protection, including but not limited to, as applicable, the Gramm-Leach-Bliley Act of 1999 (GLBA), the Health Insurance Portability and Accountability Act of 1996 (HIPAA), and regulations issued thereunder, the Health Information Technology for Economic and Clinical Health Act (the "HITECH ACT"), as incorporated in the American Recovery and Reinvestment Act of 2009 and regulations issued thereunder, the Insurance Information and Privacy Protection Act, (IIPPA), any applicable state privacy law. Neither Party shall be liable to the other party for reimbursement of any regulatory or compliance related fine or penalty assessed against the other Party unless such fine and/or penalty is the direct result of a wrongful act of that Party.
- 7.3 **Indemnification.** Each Party hereto agrees to indemnify, defend, and hold harmless the other Party, their directors, officers, and employees from any loss or damage, including reasonable attorney's fees, which solely result from, arise out of or are caused by the indemnifying party's negligence, misconduct, or breach of this Agreement, or from the failure of the indemnifying party to comply with any applicable federal or state laws, rules, or regulations, except to the extent any such loss, damage, or expense is found in a final judgment by a court of competent jurisdiction (not subject to further appeal) to have resulted directly and solely from the failure of the non-indemnifying Party to act in good faith or its fraud, criminality, or willful misconduct. Each Party hereto agrees to immediately notify the other Party upon receipt of service of process or other notice for any suit or claim. The Party which is to be indemnified shall have the right to approve counsel used to defend said indemnified Party pursuant to this paragraph.

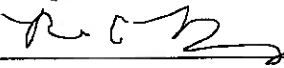
- 7.4 **Limitation of Liability.** Notwithstanding anything in this Agreement to the contrary and any Business Associate Agreement provisions for indemnification and hold harmless related to HIPAA, Group agrees that in no event will it seek to hold Company liable or responsible for amounts related to (i) any claims, for incidental, lost profits, consequential, or any similar damages or lost profits related to the services provided by Company under this Agreement of any kind or (ii) any damages, whether directly in contract, tort or otherwise, or through a claim for indemnity or contribution, in excess of the annual aggregate amount of any fees paid to Company for this engagement in the year the action or inaction leading to the loss first occurs, even if Company has been advised of the possibility of such damages. Notwithstanding the preceding, nothing will prohibit a group from making any claim as against the Performance Guarantee provided in Exhibit B.
- 7.5 **Insurance.** Each Party will obtain, at its own cost, and keep in force adequate policies providing comprehensive general liability and other insurance in amounts consistent with industry standards as may be necessary to insure the Party and its agents and employees against any claim or claims for damages arising out of the performance of its obligations under this Agreement. If any Party procures one or more claims-made policies to satisfy its obligations under this Agreement, the Party will obtain any extended reporting endorsement (“tail coverage”) required to continuously maintain such coverage in effect for all acts, omissions, events, or occurrences during the Term of this Agreement, without limit or restriction as to the making of the claim or demand. Evidence of the insurance coverage required under this Section will be made available to a Party upon request.
- 7.6 **Joint Ownership of Records; Confidentiality.** The Parties agree that records and documents that include proprietary information from both Parties and that constitute “protected health information” as that term is defined in 45 CFR 160.103 and that pertain to administration of the GHP will be and remain the joint property of the GHP and Company. All Company Proprietary Materials are the sole property of Company, and all Group and GHP Proprietary Materials are the sole property of the Group and GHP. Each Party will have the right to protect the confidentiality of the Proprietary Materials and will not be required to make such Proprietary Materials available to anyone. Each Party agrees to maintain the confidentiality of any Proprietary Materials the other Party provides, and the Party will not provide any Proprietary Materials to any other person, including any data extracts or summary information, except to the extent such Proprietary Materials have been made available to the public without fault of the Party. In the event of a termination of this Agreement, Company will cooperate with the Group to provide copies of certain requested jointly owned information. Group agrees to reimburse Company for the reasonable cost of such assistance and copies.
- In performing its obligations pursuant to this Agreement, each Party may have access to and receive certain non-public information about the other Party and its affiliates which are considered confidential or proprietary to the disclosing Party.
- 7.7 **Records Retention.** Each Party agrees to maintain adequate books and records concerning the services provided hereunder in accordance with applicable laws and prudent standards of insurance record keeping, and further agrees to provide the other Party with necessary reports regarding the services it performs.
- 7.8 **Entire Agreement.** This Agreement, its Addenda and Exhibits supersede and replace all prior oral or written agreements, if any, between Group and Company and is the entire agreement between the Parties.

- 7.9 **Non-Waiver.** The failure or refusal of any Party to enforce or enjoin any breach or violation of any provision of this Agreement will not be a waiver of that Party's right to enforce any subsequent breach.
- 7.10 **Severability.** In the event any one or more of the terms, conditions, or provisions contained in the Agreement or any application thereof is declared invalid, illegal, or unenforceable in any respect by any arbitrator or court of competent jurisdiction, the validity, legality, or enforceability of the remaining terms, conditions, or provisions of this Agreement and any other application thereof will not in any way be affected or impaired thereby, and this Agreement will be construed as if such invalid, illegal, or unenforceable provisions were not contained herein.
- 7.11 **Restriction on Assignment.** No Party will assign or transfer any of its rights, or delegate any of its duties or obligations hereunder, directly or indirectly, without the prior written consent of the other Parties. A Party may, with the prior written consent of the other Parties, assign this Agreement in its entirety to any person or entity, other than a direct competitor of a Party, which acquires the business of the assigning Party or with which the Party merges or is consolidated or affiliated, provided that the permitted assignee agrees in writing to be bound by the terms of this Agreement. Any attempted assignment, transfer, or delegation in violation of this paragraph will be null and void.
- 7.12 **Notices.** Except for endorsements or amendments to this Agreement (which would be effective on the endorsement or amendment effective date), all notices, requests, demands, and other communications required or permitted to be given or made under the Agreement will be in writing and will be effective on the date of actual hard copy receipt (including by confirmed email receipt), and will be sent to Group or Company, as the case may be, to such address, person, or entity as set forth below, or as any Party will designate by notice to the other Parties in accordance herewith.
- 7.13 **Binding Effect.** This Agreement shall be binding on the Parties and their respective heirs, executors, administrators, successors, and assigns. Neither Party may assign its rights or obligations hereunder without the prior written consent of the other party, which consent shall not be unreasonably withheld, delayed, or conditioned.
- 7.14 **Disaster Recovery Plan.** While this Agreement is in effect, each Party, or their designated agent, shall have in place a disaster recovery plan that a Party will implement after a disaster occurs. The plan must outline the necessary steps that the Party will take to completely restore all data related to and business applications needed to resume a Party's responsibilities under this Agreement. The plan must also indicate the number of times a comprehensive test-run will occur annually.
- 7.15 **Choice of Law.** This Agreement is governed by and shall be construed and enforced under the laws of North Carolina. In the event that a Party brings an action under this Agreement, the parties agree that such action will be vested exclusively in the United States District Court for the Western District of North Carolina, or should federal jurisdiction not attach, courts in Mecklenburg County, North Carolina.
- 7.16 **No Third-Party Beneficiaries.** Nothing in this Agreement, express or implied, is intended to confer on any person, other than the Parties hereto, any right or remedy of any nature whatsoever; and nothing in this Agreement will create, or be deemed to create, any rights, obligations, or legal relationship between Company and any Participant.

7.17 **Force Majeure.** No Party will be deemed to be in violation of this Agreement if it is prevented from performing its obligations by events beyond its control including, without limitation, acts of God, war or insurrection, terrorism, flood or storm, strikes, or rule or action of the government or agency. The Parties will make a good faith effort, however, to assure Participants have access to services under the Program.

7.18 **Counterparts.** This Agreement may be executed in one or more counterparts, each of which will be deemed an original, and all of which together will constitute one and the same instrument.

Stealth Partner Group, LLC:

Signature:  _____

Name and Title: Riva Dumeny, COO, Amwins Group Benefits

Date: _____

Address: 4725 Piedmont Row Drive, Ste. 600
Charlotte, NC 28210

Group:

Signature: _____

Name and Title: _____

Date: _____

EXHIBIT A

Schedule of Services

Company's services consist of the following:

- Conduct strategic planning sessions to review performance of Group's stop-loss coverage and establish future objectives and strategies to manage Group's stop-loss coverage to which this Agreement applies.
- Meet with the Group's key designated representatives to discuss strategy and open items.
- Develop mutually agreeable renewal action plan and timeline that meets the Group's stated objectives.
- Keep the Group informed of significant changes and/or trends in the stop-loss marketplace.
- Analyze factors driving Group's stop-loss costs, and review utilization reports to determine causes of cost increases and develop mitigation strategies for the same.
- Benchmark various gene therapy treatments and evaluate the addition of new drugs and therapeutics for inclusion within the program.
- Coordinate with actuaries to ensure accurate and appropriate pricing for the therapies and program costs.
- Collect, validate, and submit all payments under the Program to Company per the terms of the contractual liability insurance policies and this Agreement. The Company will then remit payment, minus retail broker compensation and Company fees, to Insurer.
- Lead Program claim presentation process. Prior to submission of a Paid Claim to Company for payment, Company will review the claim to ensure that it is accurate and appropriate for submission. Company may work with the GHP and its third-party administrator to ensure that each claim is appropriate for submission.
- Ensure proper distribution of reimbursement under the Program. Only after Company receives a payment from the Insurer, will Company remit payment to the appropriate beneficiary (typically the Group or the Group's stop-loss carrier). Company will not be responsible for any distributions or reimbursements unless the same are received from the Insurer. Company makes no representation as to the financial viability or security of Insurer.

EXHIBIT B

Specified Specialty Pharmaceutical Benefit Disbursement Terms

Capitalized terms used herein shall have the same meaning as contained in the Services Contract or, if not defined therein, as defined in this Exhibit B.

DATE OF COVERAGE :

July 1, 2024 _____ [Month XX, 2024]

Group Health Plan Name and Address:

City of Midwest City
100 N Midwest Blvd
Midwest City, OK 73110

[Group Name]
[Group HQ Street]
[Group HQ City, State, Zip Code]

PREPARED BY:

Stealth Partner Group, LLC

PROGRAM STRUCTURE

Where Group Health Plan ("Group") funds the program as outlined herein.

PROPOSED AGREEMENT TERM AND CONDITIONS:

The term will begin on July 1, 2024 _____ [Month XX, 2024] for a twelve-month period at the principal address of the Group. The term will utilize a first dollar risk structure and allow for a run out period equal to twelve (12) months from the date that the Group attaches to the underlying Agreement.

CLAIM BASIS:

Eligible "Covered Expenses" are:

- a. Covered Pharmaceuticals that are prescribed and administered to a Participant Diagnosed with a Covered Disease with the intent to treat the Covered Disease and the Covered Pharmaceutical is dispensed from a pharmacy and provider both approved by the Insured for a Covered Plan and is initially administered during the applicable Treatment Period;
- b. Prescribed and administered to a Participant born within the Agreement Period or Run-In Period, if applicable, provided they do not have an existing diagnosis for a Covered Disease;
- c. Insured, approved, and funded by the GHP during the applicable Benefit Period; and
- d. Submitted to Company within the Claims Period.

The Benefit Period for a Covered Pharmaceutical shall be based on the following: Agreement Year; and Treatment Period; and Claims Period:

The Treatment Period in the case of Covered Pharmaceutical Zolgensma® will commence on the first day of the Agreement Year and will end twelve (12) months following the expiration of the Agreement Year, provided that the Participant is born within the Agreement Year and the Covered Pharmaceutical is initially administered to a Participant within the Treatment Period.

The Treatment Period in the case of Covered Pharmaceutical Luxturna® will commence on the first day of the Agreement Year and will end twelve (12) months following the expiration of the Agreement Year, provided that the Participant is diagnosed within the Agreement Year and the Covered Pharmaceutical is initially administered to a Participant within the Treatment Period.

The Treatment Period in the case of Covered Pharmaceutical Spinraza® will commence on the first day of an Agreement Year and will end twenty-four (24) months following the expiration of the Agreement Year, provided that the Participant is born within the Agreement Year and the Covered Pharmaceutical is initially administered to a Participant within the Treatment Period.

The Treatment Period in the case of Covered Pharmaceutical Zynteglo® will commence on the first day of the Agreement Year and will end twelve (12) months following the expiration of the Agreement Year, provided that the Participant is diagnosed within the Agreement Year and the Covered Pharmaceutical is initially administered to a Participant within the Treatment Period.

The Treatment Period in the case of Covered Pharmaceutical Skysona® will commence on the first day of the Agreement Year and will end twelve (12) months following the expiration of the Agreement Year, provided that the Participant is diagnosed within the Agreement Year and the Covered Pharmaceutical is initially administered to a Participant within the Treatment Period.

The Claims Period will commence on the first day of the Agreement Year and will end twenty-four (24) months following the expiration of the Agreement Year. Claims for Covered Pharmaceuticals administered in the applicable Treatment Period must be paid and submitted to Company within the Claims Period.

Solely with respect to individuals treated with the Covered Pharmaceutical Zolgensma or Spinraza, Participants shall also include individuals born within the Run-In Period; provided they do not have an existing diagnosis for Covered Diseases, in which case, each of the Agreement Year, Treatment Period and Claims Period are deemed to include the period between the Run-In Period and the date of such Participant's birth. The "Run-In Period" is the ninety (90) day period immediately prior to (1) the commencement for the initial Agreement Year or (2) the date a Participant is first covered by a Covered Plan during the Agreement Year.

COVERED PLANS:

As used herein, "Covered Plans" means Commercial Employer Stop Loss Policies that include coverage for the Covered Pharmaceuticals (and are produced by Stealth Partner Group, LLC)

All other population types are excluded unless specifically listed above.

RETENTION AND LIMITS

100% of Net Loss per Participant

Spinal Muscular Atrophy ("SMA") Type 1 and Type 2

COVERED DISEASES, COVERED PHARMACEUTICALS & MAXIMUMS

COVERED DISEASES	COVERED PHARMACEUTICALS	MAXIMUM PAYABLE PER PARTICIPANT PER BENEFIT PERIOD
Spinal Muscular Atrophy ("SMA") Type 1 and Type 2	<ul style="list-style-type: none"> • Zolgensma • Spinraza 	\$2,200,000
Leber Congenital Amaurosis ("LCA")	<ul style="list-style-type: none"> • Luxturna 	\$850,000
Cerebral adrenoleukodystrophy ("CALD")	<ul style="list-style-type: none"> • Skysona 	\$3,000,000
Transfusion Dependent Beta Thalassemia ("TDT")	<ul style="list-style-type: none"> • Zynteglo 	\$2,800,000

EXCLUSIONS:

1. Liabilities for a Covered Disease diagnosed and prescribed a Covered Pharmaceutical prior to the Agreement Year.
2. Solely with respect to Covered Pharmaceuticals Zolgensma and Spinraza, Covered Expenses for a Participant born prior to the Agreement Year or, if applicable, the Run-In Period.
3. Solely with respect to Covered Pharmaceuticals Luxturna®, Zynteglo® and Skysona®, Covered Expenses for a Covered Person Diagnosed with a Covered Disease prior to Agreement Year.
4. Expenses for Covered Pharmaceuticals that are administered "off-label" or outside of the proposal approved by the Food & Drug Administration (FDA). Approved indications are defined as the following and additional exclusions may apply:
 - a. Zolgensma - FDA U.S. Food and Administration Vaccines, Bloods and Biologics. Zolgensma Prescribing Information. Version: May 2019 <https://www.fda.gov/media/126109/download> [Accessed July 2020].
 - b. Luxturna - FDA U.S. Food and Drug Administration Vaccines, Bloods and Biologics. Luxturna Prescribing Information. <https://www.fda.gov/media/109906/download> [Accessed July 2020].
 - c. Spinraza - FDA US Food and Drug Administration. Drugs@FDA FDA-Approved Drugs. Spinraza Prescribing Information. Version: June 2020 https://www.accessdata.fda.gov/drugsatfda_docs/label/2020/209531s010lbl.pdf [Accessed July 2020].
 - d. Zynteglo® - FDA U.S. Food and Administration Vaccines, Bloods and Biologics. ZYNTGLO® Prescribing Information. Version: August 2022 <https://www.fda.gov/media/160991/download> [Accessed April 2023].
 - e. Skysona® - FDA U.S. Food and Administration Vaccines, Bloods and Biologics. SKYSONA® Prescribing Information. Version: September 2023 <https://www.fda.gov/media/161640/download> [Accessed April 2023].
5. Expenses for Spinraza® initially approved for a Participant over two years of age.
6. Covered Expenses incurred while the Covered Plan is not in force for the Participant, or for a person not covered under the Covered Plan.
7. Deductibles, co-payment amounts, or any other expenses which are not payable under the terms of the Covered Plan or expenses which are payable by the Covered Plan, or to the Covered Plan from any other source.
8. Extra-contractual Obligations / Expenses resulting from any extra or non-contractual damages or legal fees and expenses for the defense thereof, or any fines or statutory penalties.
9. Legal expenses of any kind or description, including legal expenses related to or incurred for the confinement of a Participant or any compulsory process to adopt, abstain from, or cease to continue a particular mode of treatment, care, or therapy.
10. Expenses arising out of, caused by, contributed to or in consequence of war, declared or undeclared, or any act or hazard of such war.
11. Claim payments not administered or paid according to the Covered Plan, or for which there is no documented proof of loss, unless the payment was authorized in writing by the Company.

12. Unless approved by Insurer, business derived from any pool, association, including joint UW associations, syndicate, exchange, plan, or other facility directly as a member, subscriber, or participant, or indirectly by way of insurance or assessments, unless otherwise indicated in the Covered Plan section above.
13. Solely with respect to Covered Plans providing benefits pursuant to Medicaid, amounts otherwise included in the definition of Covered Expenses by virtue of the inclusion of the "Run-In Period" to the definition of the Agreement Year, Benefit Period, Claims Period, Covered Person, and/or Treatment Period.
14. Assumed Insurance
15. Excess Policy Limits
16. Ex-Gratia Payments
17. Covered Expenses incurred after a GHP stop loss policy terminates due to non-payment of premium unless the Insurer authorizes reinstatement of the policy in writing.
18. Covered Expenses that constitute reimbursable benefits under a separate stop loss or excess loss policy between the Insurer and covered plan.

Specified Specialty Pharmaceutical Performance Guarantee

1. **In consideration of the benefits and obligations of the respective Parties under this Agreement, Company guarantees that Group's funding of its Specified Pharmaceutical Benefit Plan as described herein shall not require additional funding from what is specified in Section 3 of the Services Contract to which this Exhibit B is also attached.**
2. This Performance Guarantee is subject to cancellation or revision prior to the acceptance of the guarantee pursuant to Section 7 below.
3. Company will collect such appropriate fees and costs as outlined in this Agreement and will distribute such disbursements and applicable reimbursements as necessary for the administration of the Program. Company will distribute any applicable disbursements and reimbursements only after it receives such disbursements and reimbursements from the Insurer as they are defined in the Agreement and will not be liable or responsible to any party for such disbursements and reimbursements unless they are actually received.
4. After diligent and complete review, all the information provided and/or to be provided as requested in this Performance Guarantee to evaluate the risk is true and complete; that any agreement issued is in reliance upon the truth of such statements, declarations, and representations; and that such statements, declarations, and representations will form a part of the Agreement.
5. Group will cooperate in any requests for information including, but not limited to, the validation of any claim or request for disbursement. Any inaccuracy known by the Group or the Group's broker at the time of providing such information or failure to disclose any such known information, including all claims or potential claims, paid or pending, can change the terms, conditions, or premiums, or can void applicability.
6. Nothing herein, express or implied, is intended to confer to any person, other than the parties hereto, any right or remedy of any nature whatsoever; and nothing will create, or be deemed to create, any rights, obligations, or legal relationship between the parties.
7. The receipt of the first month's funding and deposit of any check drawn in connection with this Performance Guarantee shall constitute an acceptance of liability.

Upon receipt and acceptance of the following items, the guarantee will be effective for all Participants not explicitly excluded by the Exclusion criteria herein:

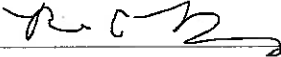
1. First month's funding, and
2. Fully executed copy of this Performance Guarantee

All Participants enrolled in the Covered Plan and meeting the eligibility definitions are covered.

The guarantee provided herein is based upon information provided by the Group or the Group's broker. Upon signing this Performance Guarantee, the guarantee is effective as of the beginning of the Agreement Term. In the event of any differences in terms between the Performance Guarantee and the Agreement, the Agreement language will supersede this Performance Guarantee. This Performance Guarantee will become part of the Agreement when issued.

By signing below, the Group's representative agrees to the terms as stated herein and warrants they are duly authorized to execute this acceptance on behalf of the Group:

Stealth Partner Group, LLC:

Signature:  _____

Name and Title: Riva Dumeny, COO, Amwins Group Benefits

Date: _____

Group:

Signature: _____

Name and Title: _____

Date: _____



City Managers Office
100 N. Midwest Boulevard
Midwest City, OK 73110
Office 405.739.1205

TO: Honorable Mayor and Council

FROM: Ryan Rushing, Director of Operations

DATE: June 11, 2024

SUBJECT: Discussion, consideration and possible action of approving a Public Safety Answering Point (PSAP) Agreement with SSM Health-St. Anthony Hospital-Midwest Ambulance Service.

This agreement is for the Public Safety Answering Point (PSAP) services between SSM Health-St. Anthony Hospital-Midwest (Hospital) and the City of Midwest City, Oklahoma (City). This longstanding and successful partnership aims to maintain the City's Emergency 911 answering service as the primary response and dispatch center for the Hospital's Ambulance Service. Originally established many years ago, the agreement has fostered effective collaboration and enhanced emergency response services to the community.

Set to renew on July 1, 2024, the agreement extends until June 30, 2025, with options for further renewal upon mutual agreement. The City assumes responsibility for staffing and managing the PSAP 24/7, while the Hospital manages the Ambulance Service personnel. Both parties may also enter Mutual Aid agreements to augment their services, which do not affect the primary terms of this agreement.

Financial commitments include the Hospital's annual contribution of \$320,320 to the PSAP, payable in monthly installments. These payments are prorated if the agreement is terminated before the end of its term or any renewal period. This financial arrangement underscores the mutual commitment to maintaining robust emergency services for Midwest City residents.

PUBLIC SAFETY ANSWERING POINT AGREEMENT

This agreement is entered into by and between SSM Health-St. Anthony Hospital- Midwest, hereinafter referred to as Hospital, and the City of Midwest City, Oklahoma, hereinafter referred to as City.

Whereas, the Hospital owns and operates an emergency medical response service known as the SSM Health-St. Anthony Hospital-Midwest Ambulance Service, hereinafter referred to as the Ambulance Service; and

Whereas, the City operates an Emergency 911 answering service which provides a Public Safety Answering Point for the emergency services provided to the residents of Midwest City and customers of the Ambulance Service, hereinafter referred to as the PSAP; and

Whereas, the Hospital and City desire to enter into an agreement wherein the PSAP shall serve as the primary answering point and dispatch center for the Ambulance Service;

NOW, THEREFORE, the parties to this agreement, in consideration of the mutual covenants, obligations, and stipulations set out herein, agree as follows:

1. Term of Agreement. This agreement shall commence on July 1, 2024 and shall expire on June 30, 2025, unless sooner terminated as provided herein.
2. Obligations and Responsibilities. The City shall provide an emergency 911 answering point for the Ambulance Service. The PSAP shall operate twenty-four (24) hours a day, seven (7) days a week. The City shall provide all personnel and equipment required to staff and manage the PSAP. The Ambulance Service shall provide all personnel required to staff and manage the Ambulance Service.
3. Mutual Aid Agreements. Both the City and the Hospital are hereby authorized to enter into Mutual Aid agreements, as provided by Oklahoma State Statutes, to augment and supplement their respective services. No such Mutual Aid Agreement shall affect the terms and conditions of this agreement but shall be in addition hereto.
4. PSAP/Ambulance Service Evaluation. Each party hereto shall have the right to select and appoint one person to participate in evaluations of the operations of the other party's service, i.e. the Ambulance Service and the PSAP. The designated person shall be notified at least twenty-four (24) hours in advance of each scheduled evaluation.
5. Consideration. The Hospital agrees, in addition to the provision of ambulance services within Midwest City, to fund the PSAP in the annual amount of \$320,774.80. This amount shall be divided into twelve (12) equal payments, which shall be due and payable to the City on or before the 15th day of the month following the receipt of the preceding month's PSAP services. The Hospital's payment obligation shall be prorated accordingly if this agreement terminates prior to expiration of its initial term or any renewal term.
6. Continuation. This agreement may be renewed with the mutual consent of both parties hereto for successive one-year periods following the initial term. The City reserves the right to renegotiate the monetary consideration contained in paragraph 5 hereof. In no

event shall the renegotiated rate be less than the rate provided herein, nor shall the renegotiated rate exceed the actual increased labor, materials, supplies, and equipment cost incurred by the City to provide the PSAP service required herein.

7. Assignment. Except as provided in paragraph 3, Mutual Aid Agreements, this agreement may not be assigned by either party.
8. Termination. Either party may terminate this agreement any time by giving thirty (30) days written notice to the other party. Intent to terminate this agreement at the expiration date hereof, or any renewal expiration date for any renewal period, shall also be given in writing at least thirty (30) days in advance of the expiration date to the other party.
9. Indemnity. The City is solely responsible for providing the Ambulance Service with accurate information with respect to the dispatching of ambulances. In that regard, the City shall hold harmless the Hospital for any errors, omissions, mistakes, or negligence committed by the City which results in ambulances being dispatched to incorrect addresses and/or any claims being filed against the Hospital. Any claim filed against the City must be filed in compliance with the Oklahoma Governmental Tort Claims Act at Title 51 of the Oklahoma Statutes, Section 151 et seq.
10. Term. The term for this Agreement is for one year, commencing on July 1, 2025, and ending on June 30, 2025. This Agreement may be extended by mutual agreement of the parties, in writing, for an additional four (4) one-year terms.
11. Venue and Choice of Law. All parties hereto expressly agree that the venue of any litigation relating to or involving this Agreement and/or the rights, obligations, duties and covenants therein shall be in the appropriate court (state or federal) located in Oklahoma County, Oklahoma. All parties agree that this Agreement shall be interpreted and enforced in accordance with Oklahoma law and all rights of the parties shall be determined in accordance with Oklahoma law.
12. Complete Agreement. This Agreement is the complete agreement between the parties. No additions, alterations, or modifications shall be effective unless reduced to writing and signed by all parties hereto.
13. Amendment. This agreement may be amended by mutual agreement of the parties, in writing.

PASSED AND APPROVED by the Mayor and City Council of the City of Midwest City on the 28th day of June, 2022 and by SSM Health Care of Oklahoma, Inc., owning and operating SSM Health St Anthony Hospital - Midwest, on the _____ day of _____, 2024.

CITY OF MIDWEST CITY

Matthew D. Dukes II, Mayor

Sara Hancock, City Clerk

APPROVED as to form and legality this _____ day of _____, 2024.

Donald Maisch, City Attorney

SSM Health Care of Oklahoma, Inc., owning and operating SSM Health St Anthony Hospital -
Midwest

Stacy Coleman, President



City Attorney, Donald D. Maisch

100 N. Midwest Boulevard
Midwest City, OK 73110
DMaisch@midwestcityok.org
Office: 405.739.1203
www.midwestcityok.org

MEMORANDUM

To: Chair and Members of the Midwest City Memorial Hospital Authority

From: Donald D. Maisch, City Attorney

Date: June 11, 2024

RE: Discussion, consideration, and possible action of approving an Ancillary Agreement with Sooner Town Center, LLC and Sooner Town Center II, LLC. (D. Maisch – City Attorney).

Due to the loss of Dick's Sporting Goods, Sooner Town Center II is experiencing issues concerning the loan with First National Bank. Through this Ancillary Agreement, Sooner Town Center will assist Sooner Town Center, II with making the payments on the loan. This cost will be born equally between Sooner Town Center and the City of Midwest City.

The Ancillary Agreement specifies that a \$380,000 transfer will occur for calendar year 2024 and a \$390,000 transfer will occur for calendar year 2025. Then the Ancillary Agreement will be evaluated to determine if it will need to continue.

This is a short term agreement just to assist Sooner Town Center II until Dick's can be re-leased.

Respectfully submitted,

Donald D. Maisch
City Attorney

ANCILLARY AGREEMENT
between
SOONER TOWN CENTER, LLC,
SOONER TOWN CENTER II, LLC,
THE MIDWEST CITY MUNICIPAL HOSPITAL AUTHORITY,
And
THE CITY OF MIDWEST CITY

THIS ANCILLARY AGREEMENT (hereinafter referred to as “**Agreement**”) is entered into by and among: Sooner Town Center, LLC, a corporation doing business in the State of Oklahoma (hereinafter referred to as “**STC**”); Sooner Town Center II, LLC, a corporation doing business in the State of Oklahoma (hereinafter referred to as “**STC II**”); The Midwest City Memorial Hospital Authority, a public trust, established pursuant to the laws of the State of Oklahoma (hereinafter referred to as “**Authority**”); and The City of Midwest City, a municipal corporation (hereinafter referred to as “**City**”) (all four (4) together referred to as “**Parties**”), and is effective upon the date of execution by the last party hereto.

WITNESSETH:

WHEREAS, **STC** and the **City** entered into an Amended Midwest City Downtown Redevelopment Agreement on or about January 18, 2005. The Amended Midwest City Downtown Redevelopment Agreement remains in full force and effect to this day; and

WHEREAS, one provision of the Amended Midwest City Downtown Redevelopment Agreement is the calculation and payment of Participation Rent by **STC** to the **City**; and

WHEREAS, **STC II** and FNB Community Bank entered into a Loan Agreement on or about September 18, 2012 whereby FNB Community Bank loaned **STC II** the amount of \$9,136,970.00 for upgrades to certain property located in Midwest City, Oklahoma; and

WHEREAS, the **Authority** is the landlord of the property where the upgrades to the property that was the subject of the September 18, 2012 loan. The **Authority** signed a Ratification by Hospital Trust on September 18, 2012 consenting to the Loan Agreement; and

WHEREAS, upgrades to the property included improvements to allow Dick’s Sporting Goods to open a store at the location of the property that is the subject of the loan; and

WHEREAS, on or about January 1, 2023, Dick’s Sporting Goods closed its store at the location of the property that was used as collateral for the loan; and

WHEREAS, since the closing of the Dick’s Sporting Goods store, the site has remained vacant; and

ANCILLARY AGREEMENT
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WHEREAS, due to the vacancy of the Dick’s Sporting Goods location, the rent anticipated to be received by **STC II** which would be used for the repayment of the loan has not been available; and

WHEREAS, due to the loss of rent due to the closing of the Dick’s Sporting Goods store, operating revenue for **STC II** has been reduced causing issues with the repayment of the loan by **STC II** to FNB Community Bank; and

WHEREAS, due to the loss of operating revenue by **STC II**, the **Parties** have reached the following agreement; and

NOW, THEREFORE, for and in consideration of the above premises and mutual covenants as set forth herein, **STC, STC II, the City, and the Authority** hereby agree as follows:

1. AGREEMENT

A. **STC** agrees to making cash transfers to **STC II** to cover any excess expenses over available cash (Operating Deficit) required to maintain and operate the project until the Dick’s Sporting Goods location is leased and new tenants are paying rent in accordance with said lease(s).

B. The cash transfers to fund the Operating Deficit shall be considered an adjustment to operating expenses by **STC** and done prior to the calculation of Participation Rent between **STC** and the **City**.

C. The cash transfers shall be equivalent to the Cash Operating Deficits which are estimated to be in the following amounts for the following years:

- i. For the remainder of calendar year 2024, the cash transfer is estimated to be three hundred and eighty thousand dollars (\$380,000.00); and
- ii. For calendar year 2025, the cash transfer is estimated to be three hundred and ninety thousand dollars (\$390,000.00).

ANCILLARY AGREEMENT
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SOONER TOWN CENTER, LLC,
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D. The amounts estimated in Paragraph C above shall not exceed five hundred and thirty thousand dollars (\$530,000.00) for calendar year 2024 and seven hundred thousand dollars (\$700,000.00) for calendar year 2025.

2. COMMENCEMENT AND DURATION OF ANCILLARY AGREEMENT

- A. This **Agreement** shall commence on May 1, 2024.
- B. This **Agreement** shall remain in effect until December 31, 2025.
- C. This **Agreement** may be extended by mutual agreement of the **Parties**, in writing, signed and executed by all parties.

3. TERMINATION

This **Agreement** may be terminated by written agreement of the **Parties**, if the former Dick's Sporting Goods store location is no longer vacant and is occupied.

4. NOTICES

- A. Notices and other communications to the **City and Authority** pursuant to the provisions hereof will be sufficient if sent by first class mail, postage prepaid, return receipt required, or by a nationally recognized courier service, addressed to:

The City of Midwest City, City Clerk/Secretary for the Midwest City
Memorial Hospital Authority
100 N. Midwest Boulevard
Midwest City, OK 73110

And

City Manager for the City of Midwest City/
General Manager for the Midwest City Municipal Hospital Authority
100 N. Midwest Boulevard
Midwest City, OK 73110

ANCILLARY AGREEMENT
between
SOONER TOWN CENTER, LLC,
SOONER TOWN CENTER II, LLC,
THE MIDWEST CITY MUNICIPAL HOSPITAL AUTHORITY,
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THE CITY OF MIDWEST CITY

respectively, and notices or other communications to the **STC and STC II** pursuant to the provisions hereof will be sufficient if by first class mail, postage prepaid, return receipt required, or by a nationally recognized courier service, addressed to:

Collette & Associates
P.O. Box 36799
Charlotte, NC 28236-6799

And

Robert Collett
Manager of STC and STC II for
Collette & Associates PO Box 9119
Morganton , NC 28680.

Any party hereto may change the address or addressee for the giving of notice to it by thirty (30) days prior written notice to the other **Parties** hereto as provided herein. Unless otherwise specified in this **Agreement**, notice will be effective upon actual receipt or refusal as shown on the receipt obtained pursuant to this paragraph.

5. ABIDES BY LAW

The **STC and STC II** must abide by the conditions of this **Agreement**, the ordinances of the **City**, and all laws and regulations of the State of Oklahoma and the United States of America (“Laws”), applicable to **STC and STC II** activities.

6. ASSIGNMENT AND SUBLEASE

STC and STC II may not assign or sublease its interest under this **Agreement** without the prior written consent of the **City and Authority**. Any assignment or sublease shall become effective upon receipt of a request signed by authorized and empowered officers/agents of the **STC and STC II** and sublessee and provision by the sublessee of a certificate of insurance evidencing the insurance required by this **Agreement** and upon approval of such sublease by **City and**

ANCILLARY AGREEMENT
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Authority. The **City and Authority** may, but not required, to execute a letter approving either the assignment or sublease as provided herein on behalf of **City or Authority**. Upon approval of such assignment or sublease, **STC and STC II** will not be relieved of future performance, liabilities, and obligations under this **Agreement**. **City and Authority** shall be provided with a copy of each written sublease agreement, and all amendments thereto, entered into by **STC and STC II** within forty-five (45) days after the entering into of same.

7. COMPLETE AGREEMENT AND AMENDMENT

This is the complete agreement between the **Parties** and no additions, amendments, alterations, or changes in this **Agreement** shall be effective unless reduced to writing and signed by all **Parties** hereto. Additionally, no statements, discussions, or negotiations shall be deemed or interpreted to be included in this **Agreement**, unless specifically and expressly provided herein.

8. TIME OF ESSENCE

For the purposes of this **Agreement**, time shall be deemed to be of the essence.

9. MULTIPLE ORIGINALS

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

10. ANTI-COLLUSION

STC and STC II agrees that it has not been and shall not be a party to any collusion with any of their officials, trustees, or employees of the **City or Authority** as to the terms or conditions of this **Agreement**, and has not and will not exchange, give or donate money or other things of value for special consideration to any officials, trustees, or employees of the **City or Authority**, either directly or indirectly, in procuring and execution of this **Agreement**.

ANCILLARY AGREEMENT
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11. BREACH AND DEFAULT

A breach of any provision of this **Agreement** shall act as a breach of the entire **Agreement** unless said breach is expressly waived in writing by all other **Parties** hereto. Failure to enforce or timely pursue any breach shall not be deemed a waiver of that breach or any subsequent breach. No waiver of any breach by any party hereto of any terms, covenants, or conditions herein contained shall be deemed a waiver of any subsequent breach of the same, similar, or different nature.

12. THIRD PARTY BENEFICIARIES

All **Parties** expressly agree that no third-party beneficiaries, expressly or implicitly, are intended to be or shall be created or acknowledged by this **Agreement**. This **Agreement** is solely for the benefit of **STC and STC II**, the **City and Authority**, and none of the provisions hereof are intended to benefit any third parties.

13. VENUE AND CHOICE OF LAW

All **Parties** hereto expressly agree that the venue of any litigation relating to or involving this **Agreement** and/or the rights, obligations, duties and covenants therein shall be in the appropriate court (state or federal) located in Oklahoma County, Oklahoma. All **Parties** agree that this **Agreement** shall be interpreted and enforced in accordance with Oklahoma law and all rights of the **Parties** shall be determined in accordance with Oklahoma law.

14. DISPUTE RESOLUTION

Any **Party** may commence the dispute resolution process pursuant to this provision, by providing the other **Party** written notice of the dispute between the **Parties** concerning any term of this **Agreement** or attachment hereto. The notice shall contain:

- (i) a statement setting forth the position of the party giving such notice and a summary of arguments supporting such position and

ANCILLARY AGREEMENT
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SOONER TOWN CENTER II, LLC,
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- (ii) the name and title of **Party** Representative and any other Persons who will accompany the Representative at the meeting at which the **Parties** will attempt to settle the Dispute.

Within ten (10) days of receipt of the notice, the other **Party** shall respond with

- (i) a statement setting forth the position of the party giving such notice and a summary of arguments supporting such position and
- (ii) the name and title of **Party** Representative and any other Persons who will accompany the Representative at the meeting at which the parties will attempt to settle the Dispute.

The **Parties** shall make good faith attempts to negotiate a settlement between their appointed representatives. If the **Parties** are unable to settle the dispute themselves, the **Parties** shall be required to mediate the dispute, with the **Parties** equally sharing in the cost of said mediation. Mediation shall last at least six (6) hours and be attempted before any litigation shall be filed.

15. VALIDITY

The invalidity or unenforceability of any provision of this **Agreement** shall not affect the validity or enforceability of any other provisions of this **Agreement**, which shall remain in full force and effect.

16. NO WAIVER

The failure or neglect of either of the **Parties** hereto to insist, in any one or more instances, upon the strict performance of any of the terms or conditions of this **Agreement**, or waiver by any party of strict performance of any of the terms or conditions of this **Agreement**, shall not be construed as a waiver or relinquishment in the future of such term or condition, but such term or condition shall continue in full force and effect.

ANCILLARY AGREEMENT
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17. AMENDMENT

This **Agreement** may be amended by mutual agreement of the **Parties**, in writing and signed by all **Parties**. The **City** hereby delegates to the City Manager all amendments to this **Agreement** for approval and execution, unless the amendment would increase the contracted amount by more than ten percent (10%). The **Authority** hereby delegates to the General Manager all amendments to this Agreement for approval and execution, unless the amendment would increase the contracted amount by more than ten percent (10%).

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ANCILLARY AGREEMENT
between
SOONER TOWN CENTER, LLC,
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And
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IN WITNESS WHEREOF, the parties have caused their properly authorized representatives to execute this **Agreement** on the dates set forth below.

STC: _____

Name: _____

Title: _____

STC II: _____

Name: _____

Title: _____

Attorney for STC & STC II: _____

Name: _____

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ANCILLARY AGREEMENT
between
SOONER TOWN CENTER, LLC,
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THE MIDWEST CITY MUNICIPAL HOSPITAL AUTHORITY,
And
THE CITY OF MIDWEST CITY

APPROVED by the Council and **SIGNED** by the Mayor of The City of Midwest City this
_____ day of _____, 2024.

THE CITY OF MIDWEST CITY

MATTHEW D. DUKES, II
MAYOR

SARA HANCOCK, CITY CLERK

REVIEWED for form and legality.

DONALD D. MAISCH, CITY ATTORNEY

ANCILLARY AGREEMENT
between
SOONER TOWN CENTER, LLC,
SOONER TOWN CENTER II, LLC,
THE MIDWEST CITY MUNICIPAL HOSPITAL AUTHORITY,
And
THE CITY OF MIDWEST CITY

APPROVED by the Trustees and **SIGNED** by the Chair of The Midwest City Memorial Hospital Authority this _____ day of _____, 2024.

THE CITY OF MIDWEST CITY

MATTHEW D. DUKES, II
CHAIR

SARA HANCOCK, SECRETARY

REVIEWED for form and legality.

DONALD D. MAISCH, ATTORNEY



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

Memorandum

TO: Honorable Mayor and Council

FROM: Troy Bradley, Human Resources Director

DATE: June 11, 2024

RE: Discussion, consideration, and possible action regarding the Administrative Services Agreement with Health Care Services Corporation to provide administrative services for the Employee Health Benefits Plan for the FY 2024-2025 for a net cost of \$65.26 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 2024-2025. The rates in this agreement reflect a small increase of 3.0% in administrative fees compared to last year, including a \$2.00 PEPM fee to carve out stop loss coverage. This is an annual renewal.

Staff recommends approval.

Troy Bradley, Human Resources Director

Benefit Program Application ("ASO BPA")

Applicable to Administrative Services Only (ASO) Group Accounts

administered by Blue Cross and Blue Shield of Oklahoma, a Division of Health Care Service Corporation,
a Mutual Legal Reserve Company, an Independent Licensee of the Blue Cross and Blue Shield Association, hereinafter referred to as "Claim Administrator" or "BCBSOK"

Group Status: Renewing ASO Account

Employer Account Number (6-digits): 621602

Group Number(s): 621602

Section Number(s): 2001-2009, 2014-2016, 2018, 2020, 2025, 2026, 2029, 2030, 2035, 2036, 2041-2043, 2047, 2048, 2050, 2055, 2061, 2062, 2064, 2072, 2074, 3001-3004, 9901

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 Effective Date of Coverage 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:
Select from Drop Down ; 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 / 2024

Anniversary Date: (Month/Day/Year) 07 / 01 / 2025

Retiree-Only Plan(s) Identification:

For more information regarding Retiree-only plans, contact your Legal Advisor.

Do you have one or more Retiree-only plan(s)? Yes No

If yes, please provide Benefit Agreement number, or group and section numbers of the Retiree-only plan(s):

Account Information

NO CHANGES SEE ADDITIONAL PROVISIONS

Standard Industry Code (SIC): 9111

Employer Identification Number (EIN): 73-6027530

Address: 100 N. Midwest Blvd

City: Midwest City

State: OK

ZIP: 73110-4319

Administrative Contact: Troy Bradley

Title: Human Resources Director

Email Address: tbradley@midwestcityok.org

Phone Number: 405-739-1235

Fax Number: 405-739-1359

Wholly Owned Subsidiaries to be covered:

Affiliated Companies to be covered:

Employer Identification Number (EIN):

Proprietary and Confidential Information of Claim Administrator

Not for use or disclosure outside Claim Administrator, Employer, their respective affiliated companies and third-party representatives, except with written permission of Claim Administrator.

OK GEN ASO BPA (Rev. 06.23) Blue Cross and Blue Shield of Oklahoma, a Division of Health Care Service Corporation, a Mutual Legal Reserve Company, an Independent Licensee of the Blue Cross and Blue Shield Association

(Affiliated Companies must be required or permitted to be aggregated per IRS Guidelines. Employer hereby confirms that Employer, Subsidiaries and Affiliates are treated as a single employer under Internal Revenue Code Section 414(b), or (c), or (m) or (o), or under applicable law.)

Blue Access for EmployersSM ("BAESM") Contact: Troy Bradley

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

Email Address: tbradley@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 Information NO CHANGES SEE ADDITIONAL PROVISION

Effective: 06/01/2020

If applicable, the below-named producer(s) or agency(ies) is/are recognized as the Employer's Producer of Record (POR) to act as a representative in negotiations with and to receive commissions from BCBSOK, or Claim Administrator's corporate subsidiaries, as applicable, for procuring Claim Administrator's claims administration services for Employer's employee benefit program(s). 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*: INSURICA, INC.

Oklahoma Producer#: 013155000

NPN:

Address: 5100 Classen Blvd., Suite 300

City: Oklahoma City

State: OK

ZIP: 73118

Phone: 405-556-2284

Fax: 405-556-2394

Email: Kelley.Speck@INSURICA.com

Is Producer/Agency appointed with BCBSOK 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: %

ADDITIONAL COMMISSIONS:

* 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).

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)*
- A part-time employee of the Employer.
- A retiree of the Employer. Define criteria:
- Other: A Full-Time employee, a Retiree and an Elected Official

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:

Proprietary and Confidential Information of Claim Administrator

Not for use or disclosure outside Claim Administrator, Employer, their respective affiliated companies and third-party representatives, except with written permission of Claim Administrator.

- 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.
- 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.

Part-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:

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: 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

Proprietary and Confidential Information of Claim Administrator

Not for use or disclosure outside Claim Administrator, Employer, their respective affiliated companies and third-party representatives, except with written permission of Claim Administrator.

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 by applicable law).

- The date of employment.
- The _____ day of employment.
- The _____ day of the month following _____ month(s) of employment.
- The _____ day of the month following _____ days of employment.
- The 1st day of the month following the date of employment.

Other: 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. **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.

Automatically cancel dependents when they reach the day their coverage terminates? Yes No

**Automatically canceling dependents is not recommended for accounts with automated eligibility*

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 and the Disabled Dependent provisions of this BPA. The Employer will notify BCBSOK of such requirements.

8. **Disabled dependent:** A disabled dependent means a dependent child who is medically certified as disabled and dependent upon the Employee or his/her spouse. A child is a disabled child when the child is unable to engage in any substantial gainful activity by reason of any medically determinable physical or mental impairment which can be expected to result in death or which has lasted or can be expected to last for a continuous period of not less than 12

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months, per Internal Revenue Code Section 22(e)(3).

To administer medical certification of disabled dependents, you may select option (a) Standard Rules or (b) Custom Rules. BCBSOK will administer its standard process for administration of disabled dependent coverage if (a) below is selected by Employer, or at the Employer's direction memorialized below, BCBSOK will follow a customized process if Employer selects (b). If (b) is selected there are additional selections regarding age, proof of prior coverage, certification review, forms, and previous medical certification approvals.

(a) Disabled dependent administration will follow **Standard Rules**.

A disabled dependent is eligible to **continue** coverage beyond the limiting age, provided the disability began before the child attained the age of 26. A disabled dependent is eligible to **add** coverage beyond the limiting age, provided the disability began before the child attained the age of 26, and proof of coverage as a disabled dependent is provided. Administration of certification review is administered by BCBSOK; a disabled dependent certification form must be submitted to BCBSOK.

(b) Disabled dependent Administration will follow **Custom Rules**. Please make the following sections:

Age: Please select one option regarding age of when the disability began.

- The disability must have begun before the child attained the age of 26.
 All disabled dependents are covered regardless of when the disability began.

Proof of prior coverage: Please select required or not required below:

When **adding** coverage, proof of prior coverage as a disabled dependent is required not required.

Certification review: Please select one option regarding the administration of certification review.

- Certification review is administered by BCBSOK; a disabled dependent certification form must be submitted to BCBSOK.
 Certification review is administered by the Employer; there are no disabled dependent certification form requirements.

If certification review is administered by BCBSOK, please select one option regarding forms:

- Utilize BCBSOK disabled dependent certification forms.
 Utilize custom/other disabled dependent certification forms.

If Certification Review is administered by BCBSOK, please select allowed or not allowed below:

A disabled dependent approved certification from a prior insurance carrier is allowed not allowed.
A disabled dependent approved certification from a prior BCBS policy is allowed not allowed.

9. 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 BCBSOK of such requirements.

10. **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 group coverage assistance under a state Medicaid or CHIP

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premium assistance program.

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 otherwise eligible to do so, during the Employer’s annual 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: 05/01/2024-05/31/2024

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 otherwise 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.

Select one of the provisions below:

- Open Enrollment – Late applicants may only apply during Open Enrollment.
- Late Entrant – Late applicants may apply at any time – coverage effective date is determined by the receipt date and the rules governing off-cycle enrollments.

11. * 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

CURRENT EMPLOYEE ELIGIBILITY INFORMATION

Current number of eligible subscribers at onboarding and/or annual renewal _____.

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Lines of Business (Check all applicable services)

NO CHANGES **See Additional Provisions**

Medical Plan Services:

- Blue Choice PPO
- BlueOptions
- Blue Preferred
- NativeBlue
- Blue High Performance NetworkSM (BlueHPNSM)
- Blue Advantage PPOSM
- Out of Area** (Traditional)

Additional Services:

- Wellbeing Management
- Wellness Incentives
- Health Advocacy Solutions
- Mercer Health Advantage
- Custom Care Management Unit
- Blue DirectionsSM (Private Exchange) *(If selected, the Blue Directions Addendum is attached and made a part of the parties' Administrative Services Agreement.)*
- Limited Fiduciary Services for Claims and Appeals

- Other Select Product
- Other Select Product
- Other Select Product
- Other Select Product
- Other MDLive Virtual Visits-Medical Only
- Other
- Other
- Other

Consumer Driven Health Plan:

- Blue EdgeSM (HCA) *(If selected, complete separate HCA BPA)*
- HSA (Preferred Vendor: Select Vendor)* If HealthEquity, Inc. is selected, BCBSOK to send HSA enrollment to HealthEquity, Inc
 Yes No
Non-Preferred Vendor:
- FSA (Preferred Vendor: Select Vendor)*
Non-Preferred Vendor:
- HRA (Preferred Vendor: Select Vendor)*
Non-Preferred Vendor:

Prescription Drugs: *(If selected, the PBM Fee Schedule Addendum must be attached and is part of this BPA)*

- Pharmacy Network (Select one):
- Traditional Select Network
 - Advantage Network
 - Preferred Network
 - Elite Network
 - Network on PBM Fee Schedule Addendum
- Drug List: Select Drug List
Other (please specify):
- PPO/HSA Preventive Drug List:
Please specify: Select Option
Other RX programs: Select Program

Ancillary Services:

- Dental Plan Services
- Vision Insurance *(if selected, complete a separate application)*
- Stop Loss Coverage *(if selected, complete separate Exhibit to the Stop Loss Coverage Policy)*
- Life, Disability, Critical Illness, Accident or Hospital Indemnity Insurance *(if selected, complete a separate application for those coverages)*
- COBRA Administrative Services *(if selected, complete separate COBRA Administrative Services Addendum)*

*A HSA must be paired with a qualified high deductible health plan (HDHP) and follow strict requirements set forth by the Internal Revenue Service (IRS). Employer Groups should seek advice from their independent tax advisor, legal counsel, or other professional counselor, to ensure their proposed benefit strategy with respect to HSAs, FSAs, HRAs, or other benefit arrangements does not conflict with current IRS requirements.

Mercer Health Advantage is offered by Mercer, an independent company, and is administered by Blue Cross and Blue Shield of Oklahoma.

Custom Care Management Unit is offered by Willis Towers Watson, an independent company, and is administered by Blue Cross and Blue Shield of Oklahoma.

Medical and Dental benefits and services are administered by Blue Cross and Blue Shield of Oklahoma, a Division of Health Care Service Corporation, a Mutual Legal Reserve Company, an Independent Licensee of the Blue Cross and Blue Shield Association.

Life, Disability, Critical Illness, Accident, Hospital Indemnity and Vision products are issued by Dearborn Life Insurance Company, 701 E. 22nd St. Suite 300, Lombard, IL 60148. Blue Cross and Blue Shield of Oklahoma is the trade name of Dearborn Life Insurance Company, an independent licensee of the Blue Cross and Blue Shield Association. BLUE CROSS®, BLUE SHIELD® and the Cross and Shield Symbols are registered service marks of the Blue Cross and Blue Shield Association, an association of independent Blue Cross and Blue Shield Plans.

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FEE SCHEDULE

Employer shall pay amounts Claim Administrator bills Employer for benefit claims Claim Administrator processes on Employer's behalf as well as administrative fees as set forth in this Fee Schedule.

Payment Specifications	<input type="checkbox"/> NO CHANGES	<input type="checkbox"/> SEE ADDITIONAL PROVISIONS		
Employer Payment Method:	<input type="checkbox"/> Online Bill Pay	<input checked="" type="checkbox"/> Electronic	<input type="checkbox"/> Auto Debit	<input type="checkbox"/> Check
Employer Payment Period:	<input checked="" type="checkbox"/> Weekly (cannot be selected if Check is selected as payment method above)			
	<input type="checkbox"/> Semi Monthly (cannot be selected if Check is selected as payment method above)			
	<input type="checkbox"/> Monthly			
Claim Settlement Period:	<input type="checkbox"/> Weekly		<input checked="" type="checkbox"/> Monthly	
Run-Off Period: Employer payments are to be made for <u>12</u> months following end of Fee Schedule Period. Standard is twelve (12) months.				
Fee Schedule Period: To begin on Effective Date of Coverage and continue for 12 months. If other than 12 months, please specify: _____ months.				

Administrative Per Employee per Month (PEPM) Charges	<input type="checkbox"/> NO CHANGES <input type="checkbox"/> SEE ADDITIONAL PROVISIONS			
	2024			
Administrative Fee	\$65.76	\$	\$	\$
Dental	\$	\$	\$	\$
Claims Fiduciary	\$Included in Admin Fee	\$	\$	\$
Advanced Payment Review	25% \$	%	%	%
*Medical Drug Rebate Credit	\$(2.50)	\$()	\$()	\$()
*Rebate Credit for the Prescription Drug Program	\$()	\$()	\$()	\$()
Telehealth (Virtual Visits)	\$Included in Admin Fee	\$	\$	\$
Wellbeing Management	\$Included in Admin Fee	\$	\$	\$
Health Advocacy Solutions	\$	\$	\$	\$
Commissions: _____	\$	\$	\$	\$
Commissions: _____	\$	\$	\$	\$
Commissions: _____	\$	\$	\$	\$
Other: Data Exchange List Service: <u>Reverse Eligibility - CVS/Caremark</u>	\$Included in Admin Fee	\$	\$	\$
Other: Other Services List Service: <u>Third-Party SL Carrier Fee</u>	\$2.00	\$	\$	\$
Other: Select Service Category List Service: _____	\$	\$	\$	\$
Miscellaneous: _____	\$	\$	\$	\$
Miscellaneous: _____	\$	\$	\$	\$

Total	\$65.26	\$	\$	\$
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*The Rebate Credit 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, either under the pharmacy benefit or the medical benefit, actually provided by the Pharmacy Benefit Manager ("PBM") or a pharmaceutical manufacturer 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 Rebate Credit 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: _____	\$ _____
Miscellaneous: _____	Select Billing Frequency If applicable, describe other: _____	_____ %
Total:		\$ _____

Other Service and/or Program Fee(s) **NO CHANGES** **SEE ADDITIONAL PROVISIONS**

NSA Fees

In connection with the claims, items, and services that are subject to the No Surprises Act ("NSA") and disputed by a Provider, Employer agrees to pay Claim Administrator the following fees:

- Fifty dollars (\$50) for each claim that is the subject of informal negotiation with a Provider (this fee will be charged in the event the Provider, in its sole discretion, determines that it will not accept the initial payment amount); and
- An additional seventy-five dollars (\$75) per claim for each independent dispute resolution process ("IDR") where Claim Administrator represents Plan (this fee will be charged in the event the Provider, in its sole discretion, determines that it will initiate IDR after the informal negotiation period); and

All costs imposed by the IDR entity or any state, federal or local government entity in connection with an IDR.

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 external reviews to be performed under the Affordable Care Act external review process.

If no, provide name and address of administrator(s) of external review coordination and indicate if administrating medical claims and/or pharmacy claims:

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Administrator: Medical claims: Pharmacy claims: Name: Mailing Address:
Administrator: Medical claims: Pharmacy claims: Name: Mailing Address:

Advanced Payment Review (APR): Yes No

APR is a suite of payment integrity offerings. Refer to the Matrix. If Employer elects APR, indicate APR Savings Program or PEPM below:

APR Savings Program

PEPM

For APR capabilities other than Reimbursement Services: If Employer elects APR Savings Program, Claim Administrator will invoice the percentage indicated in the Fee Schedule of any savings amounts identified by Claim Administrator or third-party vendor.

Reimbursement Services: Yes No If yes, Claim Administrator will retain twenty-five percent (25%) of any recovered amounts made on third-party liability claims other than recovery amounts received as a result of or associated with any Workers' Compensation Law.

Third-Party Law Firms Provisions (other than Reimbursement Services):

Employer will pay no more than 35% of any recovered amount made by Claim Administrator's third-party law firm or up to 35% of any recovered amount will be deducted from the amount distributed according to established allocation processes.

FlexAccess™: Yes No

As part of its plan design, Employer has directed Claim Administrator to administer claims, copay and coinsurance requirements for Covered Persons enrolled in the FlexAccess program, including (i) adjusting Covered Persons' copayment amounts to the amount of the manufacturer copay assistance, (ii) applying such manufacturer assistance to reduce Covered Persons' out of pocket costs, and (3) not applying the manufacturer assistance to Covered Persons' deductibles and out of pocket maximum accumulators. Employer agrees that FlexAccess is a plan design decision of Employer and is consistent with Employer's plan design and supported by plan documents. Employer further agrees it is solely responsible for, and will, to the extent permitted by law, hold Claim Administrator harmless for, the legal and regulatory compliance of the Plan and its plan design.

Claim Administrator will assess a program fee equal to 20% of the total shared savings. Total shared savings is calculated as follows:

The difference between Employer responsibility without the FlexAccess Program and Employer responsibility with the FlexAccess Program. The Employer responsibility with the FlexAccess Program is the cost of the drug minus: (1) the manufacturer copay assistance dollars that are allocated to the cost of the drug and (2) the member's cost share for the member enrolled in the program. The Employer responsibility without the FlexAccess Program is the cost of the drug minus the member cost share if the member was not enrolled in the program.

FLEXACCESS™ QUALIFIED HDHP: Yes No

Claim Administrator will assess a fee equal to 20% of program savings for administrative fees. Program savings (shared savings) will be calculated based on the manufacturer copay assistance dollars that are allocated to the cost of the drug minus the member's estimated cost share (copay or coinsurance) that would have been paid if they were not enrolled in the program.

The difference between Employer Responsibility for claims utilizing FlexAccess Qualified HDHP and not utilizing FlexAccess Qualified HDHP includes as follows:

WITH FLEXACCESS QUALIFIED HDHP: Cost of drug – amount manufacturer copay assistance used – Member out-of-pocket cost (if any) up to Deductible... Copay assistance reversed from deductible. Plan pays no portion.

WITHOUT FLEXACCESS QUALIFIED HDHP: Cost of drug – member out-of-pocket cost - Non-FlexAccess Qualified HDHP coupon... Copay assistance applied to Deductible. Plan may pay portion of claim after deductible met

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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 between the Claim Administrator and the Employer.

Virtual Visits Program: Yes No **If yes,** Covered Persons would be able to obtain certain Covered Services remotely via interactive video and/or interactive audio/video (where available) capability from Virtual Visits powered by MDLIVE.

MDLIVE® is a separate company that operates and administers Virtual Visits for persons with coverage through Blue Cross and Blue Shield of Oklahoma. MDLIVE is solely responsible for its operations and for those of its contracted providers. MDLIVE® and the MDLIVE logo are registered trademarks of MDLIVE, Inc., and may not be used without permission.

Termination Administrative Charge

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. In the event of a partial termination, the Termination Administrative Charge shall be the sum of the amount obtained by multiplying three (3) times the total number of terminated Covered Employees by the appropriate factors shown below.

Service	2024			
Medical Run-off Administration Charge	\$17.80	\$	\$	\$
Dental Run-off Administration Charge	\$	\$	\$	\$
Miscellaneous	\$	\$	\$	\$
Miscellaneous	\$	\$	\$	\$
Total:	\$17.80	\$	\$	\$

Other Provisions

NO CHANGES SEE ADDITIONAL PROVISIONS

1. Summary of Benefits & Coverage:

- a. Will Claim Administrator create Summary of Benefits and 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 the (SBC) to Covered Persons?
 - No. Claim Administrator will create SBC (only for benefits Claim Administrator administers under the Administrative Services Agreement) and provide SBC to Employer in electronic format. Employer will then distribute SBC to Covered Persons (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 Administrative Services Agreement) and distribute SBC plan to participants and beneficiaries via regular hardcopy mail or electronically. Distribution Fee for hardcopy mail is one dollar and fifty cents (\$1.50) per package.

2. Massachusetts Health Care Reform Act:

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 if required by the Massachusetts Health Care Reform Act.

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3. Alternative Care Management Program (applicable to the purchased medical management program):

Yes No

The undersigned representative authorizes provision of alternative benefits for services rendered to Covered Persons for Utilization Management, Case Management, including but not limited to Behavioral Health, and other health care management programs.

4. Prior Authorization (applicable to the purchased medical management program): Employer acknowledges and agrees to utilize Claim Administrator's standard list of services and supplies for which Prior Authorization (also called pre-notification or preauthorization) is required.

5. Essential Health Benefits ("EHB") Election:

Employer elects EHBs based on the following:

1. EHBs based on a Claim Administrator state benchmark:
 Illinois Montana New Mexico Oklahoma Texas
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 between the parties with both such documents to be referred to collectively as the "Administrative Services Agreement" unless specified otherwise.

7. Producer/Consultant Compensation:

The Employer acknowledges that if its POR 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 POR a commission and/or other compensation in connection with such services under the Administrative Services Agreement. If the Employer desires additional information regarding commissions and/or other compensation paid to the POR by the Claim Administrator in connection with services under the Administrative Services Agreement, the Employer should contact its POR.

8. Independent Dispute Resolution Process:

Employer authorizes and directs Claim Administrator to offer an amount not to exceed the greater of the Qualifying Payment Amount (QPA) or the amount allowed on the initial notice of payment or denial of a claim on behalf of the Employer during negotiations under the federal IDR process.

Additional Provisions: Domestic Partner Coverage: Legally married in a state that recognizes same sex marriage.
Pharmacy benefits continue to be carved out to CVS/Caremark.
Effective 7/1/2024, Stop Loss coverage is now carved out to HCC Life/Tokio Marine HCC-\$150k threshold remains

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Signature

Alexandria Lamb

Sales Representative

403

P:918-551-3056

F:918-549-9627

District

Phone & FAX Numbers

Kelley Speck

Producer Representative

INSURICA, Inc.

Producer Firm

5100 Classen Blvd., Ste 300

Oklahoma City, OK 73118

Producer Address

P: 405-556-2284 F: 405-556-2394

Producer Phone & FAX Numbers

Kelley.Speck@INSURICA.com

Producer Email Address

73-0687265

Tax I.D. No.

Signature of Authorized Purchaser

Print Name

Title

Date

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OK GEN ASO BPA (Rev. 06.23) *Blue Cross and Blue Shield of Oklahoma, a Division of Health Care Service Corporation, a Mutual Legal Reserve Company, an Independent Licensee of the Blue Cross and Blue Shield Association*

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 is scheduled to be held each year in the HCSC corporate headquarters on the last Tuesday of October at 12:30 p.m. Special meetings of members may be called pursuant to notice provided 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 either 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 its directors, officers, employees or agents consistent with HCSC's bylaws then in force and as otherwise required by applicable law.

Intentionally left blank by the Employer

Group No.: _____

By: _____
Print Signer's Name Here

➔

Signature and Title

Group Name: _____

Address: _____

City: _____ State: _____ ZIP: _____

Dated this _____ day of _____
Month Year

Proprietary and Confidential Information of Claim Administrator

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OK GEN ASO BPA (Rev. 06.23) *Blue Cross and Blue Shield of Oklahoma, a Division of Health Care Service Corporation, a Mutual Legal Reserve Company, an Independent Licensee of the Blue Cross and Blue Shield Association*



BlueCross BlueShield
of Oklahoma

CITY OF MIDWEST CITY

7/1/2024

Confirmation of renewal and benefits

Broker/Consultant: INSURICA, INC.

Acknowledgment of renewal documents

- Benefit Program Application (BPA)

Renewal Rate Confirmation

- Administration Fee: \$65.76 PEPM
- Medical Rebate: (\$2.50) PEPM
- Third-Party Stop Loss Carrier Fee: \$2.00 PEPM
- Net Admin Fee: \$65.26 PEPM

Benefit & Coverage Changes

- **No changes to medical plan – only change is moving the Stop Loss carrier from SunLife to Tokio Marine / HCC Life.**

As an authorized representative, I accept this confirmation of coverage and will return signed contracts. By signing below, I acknowledge agreement with rates and benefits attached.

Authorized Representative _____
(print name)

Signature: _____

Date _____



Risk Management

100 North Midwest Boulevard

Midwest City, OK. 73110

405.739.1237 / Fax: 405.869.8616

MEMORANDUM

TO: Honorable Mayor and Council

FROM: Lynn Smithson, Risk Manager

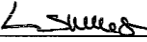
DATE: June 11, 2024

RE: Discussion, consideration, and possible action of purchasing an excess general liability insurance policy with Berkley Public Entity for fiscal year 2024-2025 at an annual cost of \$215,000 with a self-insured retention of \$250,000. Policy limits are \$1,000,000 per occurrence, with a \$2,000,000 aggregate.

Attached is a public entity excess liability insurance proposal with Berkley Public Entity for fiscal year 2024-2025. The self-insured retention for the City is \$250,000. Policy limits are \$1,000,000 per occurrence with a 2,000,000 aggregate.

This is an annual renewal item.

Staff recommends approval.



Lynn Smithson
Risk Manager



Berkley
Public Entity
| a Berkley Company

1/24/2024

Quote

INSURED:	PRODUCER:
Midwest City 100 N Midwest Blvd Midwest City, OK 73110	Public Entities of America 1725 Windward Concourse Suite 210 Alpharetta, GA 30005

We are pleased to offer this quotation based on the information submitted. The terms and conditions offered may differ from that requested in your submission. This quotation is valid until the effective date of coverage shown in the policy period below.

Company: Gemini Insurance Company (A+ XV)

Coverage Form: Berkley Public Entity Premier - Public Entity Retained Limits Policy

Policy Period: 07/01/2024 to 07/01/2025

Policy Number: TBD

Coverage	Limits	
A - General Liability	Each Occurrence	\$1,000,000
	Aggregate	\$2,000,000
B - Law Enforcement Activities	Each Wrongful Act	\$1,000,000
	Aggregate	\$1,000,000
	(Included in A - General Liability Aggregate)	
C - Public Officials, Employment Practices & Employee Benefits Liability	Aggregate	\$2,000,000
	C.1. Public Officials Liability	Each Claim \$1,000,000
	C.2. Employment Practices Liability	Each Claim \$1,000,000
	C.3. Employee Benefits Liability	Each Claim \$1,000,000
D - Limited Sexual Misconduct Incident Liability	Each Claim	\$1,000,000
	Aggregate	\$1,000,000
	(Included in C. Public Officials, Employment Practices & Employee Benefits Liability Aggregate)	
E - Automobile Liability	NOT COVERED	

F - Crisis Management Expense	Each Crisis Event	\$35,000
	Aggregate	\$35,000

Self-Insured Retention	Limits	
A - General Liability	Each Occurrence	\$250,000
B - Law Enforcement Activities	Each Wrongful Act	\$250,000
C - Public Officials, Employment Practices & Employee Benefits Liability		
C.1. Public Officials Liability	Each Claim	\$250,000
C.2. Employment Practices Liability	Each Claim	\$250,000
C.3. Employee Benefits Liability	Each Claim	\$250,000
D - Limited Sexual Misconduct Incident Liability	Each Claim	\$250,000
E - Automobile Liability		NOT COVERED

Retroactive Date	
C - Public Officials, Employment Practices & Employee Benefits Liability	
C.1. Public Officials Liability	07/01/2008
C.2. Employment Practices Liability	07/01/2008
C.3. Employee Benefits Liability	07/01/2008
D - Limited Sexual Misconduct Incident Liability	07/01/2008

Optional Extended Reporting Period: (If exercised in accordance with Section VII)

Coverage Section

C - Public Officials, Employment Practices & Employee Benefits Liability	
Additional Premium: 100% of Annual Premium	
Additional Period: 12 months	
D - Limited Sexual Misconduct Incident Liability	
Additional Premium: 200% of Annual Premium	
Additional Period: 12 months	

Minimum Earned Premium at Inception:	35 %
Optional Terrorism Premium:	\$4,950
Total Premium:	\$215,000
(Excluding Terrorism if Applicable):	

Payment Plan:	Full Pay
Claims Administrator:	TBD

Forms and Endorsements:

BPE 8000 09/22	Public Entity Retained Limits Policy Declarations
BPE 8002 08/22	Berkley Public Entity Premier Schedule of Forms and Endorsements
BPE 8001 12/23	Berkley Public Entity Premier Public Entity Retained Limit Form
BPE 8200 09/22	Signatures
BPE 8202 01/23	Service of Suit

BPE 8203 09/22	Exclusion of Certified Acts of Terrorism
BPE 8204 09/22	Cap on Losses from Certified Acts of Terrorism
BPE 8213 05/23	Biometric Information Exclusion
BPE 8300 09/22	Absolute Aircraft and Aviation Operations Exclusion
BPE 8326 09/22	Fire Damage Legal Liability to Premises Rented to You
BPE 8346 09/22	Waiver of Subrogation Where Required by Contract
BPE 8357 01/23	Non-Waiver of Governmental Immunity
BPE 8606 03/23	Additional Insured - When Required by Written Contract - General Liability Coverage
IL P 001 01/04	U.S. Treasury Department's Office Of Foreign Assets Control ("OFAC") Advisory Notice To Policyholders
LOSS Notice 01/23	Loss Notice
RRE Notice 01/23	RRE Loss Notice

Comments: N/A

Terms and Conditions:

- Public Entities of America, LLC is the surplus lines broker of record. It is our responsibility to follow applicable state surplus lines laws and, in particular, to see that the appropriate surplus lines taxes and stamping fee (if applicable) are collected, reported and paid.

Subjectivities:

This authorization is subject to receipt and review of the following information within the time period(s) stated. Upon receipt and review of the items listed below, we reserve the right to modify these Terms and Conditions in accordance with our Underwriting Guidelines.

- TPA questionnaire (if not previously received or changed), Required within 30 Days of Binding.
- A signed and completed sexual abuse application, Required within 30 Days of Binding.
- We require that you send us a completed and signed 'Broker Responsible for Surplus Lines Filings Agreement'. If this agreement is not received AT BINDING, we reserve the right to cancel this quote or binder and any policy issued in connection with it. Required within 30 Days of Binding.
- Receipt of signed and dated Policyholder Disclosure Notice (TRIA), attached hereto, Required Prior to Binding.



Risk Management

100 North Midwest Boulevard

Midwest City, OK. 73110

405.739.1237 / 405.739.1268

MEMORANDUM

TO: Honorable Mayor and Council

FROM: Lynn Smithson, Risk Manager

DATE: June 11, 2024

RE: Discussion, consideration, and possible action of renewing an administrative service contract with Consolidated Benefits Resources to provide claims services for the City of Midwest City's workers compensation, and general liability programs for fiscal year 2024-2025 for the amount of \$42,000 per year. There are no changes from the current contract and the proposed contract.

Attached is a copy of the administrative services agreement with Consolidated Benefits Resources to provide claims services to the City of Midwest City's self-insured workers compensation, and general liability program for fiscal year 2024-2025. This is an annual renewal item.

Staff recommends approval.

A handwritten signature in black ink, appearing to read "Lynn Smithson", is written over a horizontal line.

Lynn Smithson
Risk Manager

SERVICE CONTRACT

This contract is made effective July 1, 2024, between The City of Midwest City (MWC) and Two Oaks Investments, LLC, dba Consolidated Benefits Resources (CBR).

MWC desires to retain CBR to provide services for workers' compensation claims administration.

CBR conducts and operates a claims management program for the investigation, processing, accounting, and payment of workers' compensation claims under the Oklahoma Workers' Compensation Code and/or the Administrative Workers' Compensation Act.

Section A: Agreements

CBR Agrees To:

1. Provide a workers' compensation claims management program in accordance with the highest standards of its profession and CBR's usual and customary practices including, but not limited to:
2. Compliance with MWC's claim requests during the life of the contract.
3. Preparation and/or assistance with the filing of the Oklahoma MITF quarterly reports, the Oklahoma MITF annual reports, and Oklahoma Workers' Compensation Commission renewal.
4. Approve and pay medical bills, after reviewing and reducing them after application of the Medical Fee Schedule, utilization of PPO's for additional discounts, and review of the ODG guidelines for utilization review.
5. Provide copies of documentation designating CBR's Oklahoma licensed adjusters upon request.
6. Attend scheduled meetings with representatives of MWC to review and discuss claims and loss prevention strategies.
7. Coordinate receipt of information and reports with outside medical providers in support or denial of an alleged injury.
8. Investigate all submitted claims to determine validity in establishing that temporary total disability exists and make payment on a weekly basis.
9. Determine validity and make payment of all Permanent Partial Disability (PPD), Permanent Total Disability (PTD), Vocational Rehabilitation, Taxes, Fees, and any other costs or benefits due under the statutes.
10. Develop work related injury claim files after receipt of the First Notice of Injury.
11. During the term of the Contract, and any extensions or renewals of the Contract, maintain in good standing its permit issued by the Oklahoma Workers' Compensation Commission to act as a servicing organization.
12. Generate at least monthly unit or participant loss analysis reports with Plan totals to reflect medical and indemnity payments, reserves, litigation status, expense reconciliation and alphabetical claim listing.

13. Maintain insurance coverage which reflects the following:
 - a. Statutory workers' compensation
 - b. \$1 million errors and omissions
 - c. \$500,000 fidelity bond or employee dishonesty policy
 - d. \$1 million combined single limit of general liability, owned automobiles, non-owned automobiles, or hired automobiles.
14. Assign Medical Case Managers to serious injuries when such professional management dictates.
15. Obtain recorded statements and/or personal interviews of all new reports of injury that are questioned by participants or questionable in the view of CBR regarding compensability.
16. Process all bills for payment and notify adverse party as to the amount of the claim.
17. Aid in protecting the subrogation rights of MWC.
18. Coordinate Legal defense with outside attorney selected by MWC.
19. Coordinate Excess Insurance filings for MWC with their approved agent. These filings include filing quarterly loss data reports, notify and coordinate claims that penetrate the SIR or Aggregate layer, file necessary reports to obtain claim reimbursement from the Excess Carrier and remit reimbursements to MWC.
20. Submit data pursuant to Medicare Section 111 on behalf of MWC.
21. Submit applicable data to the Insurance Services Office on behalf of MWC.
22. Submit applicable data to the Oklahoma Workers' Compensation Commission on behalf of MWC.
23. Make recommendations for settlement of claims.

MWC Agrees To:

24. Establish a Bank Account for CBR to access to pay claims and related expenses, and keep it adequately funded. CBR will provide check registers each week.
25. Submit First Reports of Injury to CBR as soon as practicable, preferably within 24 hours of injury.
26. Provide member contacts for workers' compensation coordination.
27. Timely pay all Service Fee invoices.
28. Assist in obtaining all necessary documents, files, records, etc. from agents, previous vendors, etc. needed for transfer of claims and claims data from previous TPA to CBR.

Section B: Service Fees

In consideration of the services outlined in this contract, the service fees will be as follows:

1. CBR will charge a fee of \$3,500.00 per month.
2. CBR fronts the Electronic Data Interchange (EDI) fees payable to the vendor who provides these to the State of Oklahoma when an electronic document is submitted to the State. CBR will reimburse itself by charging the claim back \$2 for each Accepted Transaction, from the claim's allocated Loss Adjustment Expenses.
3. If MWC approves, and CBR must do extensive work relating to Section 111 reporting or conditional payment defense involving the Centers for Medicare and Medicaid Services (CMS) on behalf of MWC, CBR will charge an hourly fee of \$100 per hour.

Section C: Terms and Cancellation Rights

1. The contract is a "life of contract" in that should the contract terminate, CBR's role and services cease. If open claims remain when the contract has been terminated and these claims still require professional services, CBR's services can be extended beyond the termination date if mutually agreed upon by both parties. Service fees for an extension are also subject to agreement by both parties.
2. The term of this contract shall remain in force and effect for a period from July 1, 2024, through June 30, 2025, subject to the cancellation right in this paragraph. The contract can be renewed at the same service fee of \$3,500.00 per month for additional contract periods. Parties shall provide 60 days' notice of intent not to renew prior to end of contract periods to other party.
3. In the event MWC files for Chapter 7 or Chapter 11 bankruptcy protection or loses/surrenders its permit to self-insure in Oklahoma, this contract will terminate 30 days after date of filing of bankruptcy or ending date of the Oklahoma self-insurance permit. CBR's services can be extended beyond this contract termination date if mutually agreed upon by both parties.
4. In the event MWC deems that CBR is not performing its services in the industry's usual and customary manner, MWC will give CBR written notice by certified mail specifying the way MWC deems that CBR has failed to perform its services. CBR shall have 30 days from receipt of notice in which to correct defects in its performance. If the defects are not corrected, MWC may cancel this contract on 30 days' written notice to CBR. Likewise, CBR may cancel this contract with 30 days' notice to MWC if MWC fails to perform any material obligation under this Contract and MWC fails to correct defects of their performance obligations.
5. Either party may cancel this contract without cause upon (60) sixty days' notice of the other party's receipt of written notice of cancellation.
6. This contract supersedes all prior understandings between the parties and may only be modified by a further written agreement signed by the parties hereto.
7. Each of the provisions of this contract shall be enforceable independently of any other provision of this contract and independent of any other claim or cause of action.
8. This Contract may not be assigned by CBR without the express written approval of MWC.
9. All records, of any kind, relating to this Contract or to claims received, reviewed, processed, or paid, shall be the property of MWC and shall be available for inspection or audit by MWC at any time. Upon termination or cancellation of this Agreement, all such records shall be transferred to MWC or its designee.

Official notice may be served in writing as follows:

City Clerk
City of Midwest City
100 N Midwest Blvd
Midwest City, OK 73110

Consolidated Benefits Resources
Attn: Richard M. Fisher, President
PO Box 1530
Tulsa, OK 74101

Section D: Signatures

This contract is offered for execution jointly by MWC and CBR.

City of Midwest City

By _____
Matthew Dukes II, Mayor

Date

Consolidated Benefits Resources (CBR)

By Richard M. Fisher
Richard M. Fisher

6-3-2024
Date



Risk Management

100 North Midwest Boulevard

Midwest City, OK. 73110

(Office) 405.739.1237 / (Fax) 405.869.8616

MEMORANDUM

TO: Honorable Mayor and Council

FROM: Lynn Smithson, Risk Manager

DATE: June 11, 2024

RE: Discussion, consideration, and possible action of renewing an excess workers compensation policy with Midwest Employers for the City of Midwest City's Workers' Compensation Self-Insurance Plan for fiscal year 2024-2025 at an annual cost of \$148,942 with a self-insured retention of \$750,000 per claim for Police and Fire, and \$500,000 per claim for all other employees.

Attached is the excess workers' compensation proposal from Midwest Employers for the City's workers' compensation self-insurance plan for the 2024-2025 fiscal year. This is an annual renewal item.

Staff recommends approval.

A handwritten signature in black ink, appearing to read "Lynn Smithson", is written over a horizontal line.

Lynn Smithson
Risk Manager

Renewal Proposal

Excess Worker's Compensation

Fiscal Year 2025

Prepared For:

City of Midwest City

100 N. Midwest Blvd, Midwest City, OK 73110

Presented By:

FIRSTPOINT
INSURANCE AGENCY, INC.

Contract Terms

Specific & EL Retention

Specific & EL Retention - 7710

Specific & EL Retention - 7720

Aggregate Limit

Minimum Aggregate Retention

Estimated Normal Premium:

Rate as a Percentage of Normal Premium

Estimated Policy Period Premium

Midwest Employers

07/01/2024-07/01/2025

\$500,000

\$750,000

\$750,000

\$1,000,000

\$3,560,074

\$2,218,054

13.43%

\$148,942

Estimated Payroll

2024-2025

34,962,119

SECOND YEAR OF TWO YEAR OPTION



Risk Management

100 North Midwest Boulevard

Midwest City, OK. 73110

(Office) 405.739.1237 / (Fax) 405.869.8616

To: Honorable Mayor and Council

From: Lynn Smithson, Risk Manager

Date: June 11, 2024

RE: Discussion and consideration, and possible action of renewing a property insurance policy with a \$10,000 deductible, including wind and hail for the premium rate of \$417,667 for fiscal year 2024-2025 with Oklahoma Municipal Assurance Group (OMAG).

Attached is the declaration page for the property policy for the City of Midwest City.

This fiscal year the City is insuring approximately \$245 million in buildings and contents. This is a rate of \$.15 cents per hundred dollars of value for all scheduled property. This is an annual renewal item.

If you have any questions regarding the City's property insurance program, please feel free to contact me at 739-1237.

Staff recommends approval.

A handwritten signature in black ink, appearing to read "Lynn Smithson", is written over a horizontal line.

Lynn Smithson
Risk Manager



**Municipal Property Protection Plan
 Declarations Page**

1. PLAN MEMBER: **City of Midwest City** AGREEMENT NUMBER: **PRO140049907**
 Mailing Address: 100 N. Midwest Blvd.
 Midwest City, Oklahoma 73110
2. Plan Period From 7/1/2024 to 7/1/2025 **12:01 A.M. Central Standard Time**
3. The Coverage afforded by this agreement is only with respect to the following coverages as are indicated by specific limits of coverage, for which a premium is charged.

COVERAGE PREMIUM

COMMERCIAL PROPERTY COVERAGE

Buildings and Business Personal Property, per schedule	Limit: \$245,221,634	\$398,218
Mobile Equipment, per schedule	Limit: \$	\$
Leased/Rented Equipment	Limit: \$	\$
Miscellaneous Equipment, per schedule	Limit: \$	\$
Fine Arts, per schedule	Limit: \$148,300	\$890

EXCESS COVERAGE

Business Income	\$4,725,000 per occurrence	\$4,725,000 per location	\$11,813
Accounts Receivable	\$75,000 on premises	\$85,000 off premises	\$188
Valuable Papers	\$75,000 on premises	\$90,000 off premises	\$188
Theft/Disapp/ Destr	\$ inside	\$ outside	\$
Earth Movement (Subject to \$100,000 Deductible)	Excess Limit: \$10,000,000		\$6,370

EQUIPMENT BREAKDOWN COVERAGE

Excluding Electrical Power Generating Equipment, per schedule	Included
Including Electrical Power Generating Equipment, per schedule	Excluded

Total Premium
\$417,667

4. LIMITS, per Supplemental Coverage Declarations, Equipment Breakdown Declarations and other schedules.
5. DEDUCTIBLES, per Supplemental Coverage Declarations, Equipment Breakdown Declarations and other schedules.
6. This agreement is composed of this Declaration Page, Equipment Breakdown Declarations, Schedules, Forms and Endorsements, if any.



Risk Management

100 North Midwest Boulevard

Midwest City, OK. 73110

(Office) 405.739.1237 / (Fax) 405.869.8616

To: Honorable Mayor and Council

From: Lynn Smithson, Risk Manager

Date: June 11, 2024

RE: Discussion, consideration, and possible action of renewing our auto liability, and auto/equipment physical damage policy with Oklahoma Municipal Assurance Group (OMAG). The auto and equipment policy has a \$1,000 deductible for comprehensive and collision coverage, including auto liability at a premium rate of \$255,769 for fiscal year 2024-2025.

Attached is the declaration page for the auto and equipment physical damage, and auto liability policy.

If you have any questions regarding the City's auto insurance program, please feel free to contact me at 739-1237. This is an annual renewal item.

Staff recommends approval.

A handwritten signature in black ink, appearing to read "Lynn Smithson", is written over a horizontal line.

Lynn Smithson
Risk Manager



3650 S. Boulevard • Edmond, OK 73013 • omag.org
 405.657.1400 • 800.234.9461 • FAX 405.657.1401

**Municipal Liability Protection Plan
 Declarations Page**

1. **PLAN MEMBER:** City of Midwest City **AGREEMENT NUMBER :** GLA140053107
Mailing Address: 100 N. Midwest Blvd.
 Midwest City, Oklahoma 73110
2. **Plan Period** From 7/1/2024 to 7/1/2025 12:01 A.M. Central Standard Time
3. The Coverage afforded by this agreement is only with respect to the following coverages as are indicated by specific limits of coverage, for which a premium is charged.

COVERAGE

PREMIUM

GENERAL LIABILITY (PARTS I, IV, V and VII)

- | | |
|-------------------------|-------------------------|
| A. Bodily Injury | B. Property Damage |
| C. Personal Injury | D. Errors and Omissions |
| [] Prior Acts Coverage | |

AUTOMOBILE LIABILITY (PART II)

- | | | |
|---|--------------------|-----------------|
| E. Bodily and Personal Injury | F. Property Damage | <u>\$79,386</u> |
| [X] Hired and Non-owned Automobile Coverage | | <u>\$161</u> |

AUTOMOBILE & EQUIPMENT PHYSICAL DAMAGE (PART III)

- | | |
|---|------------------|
| G. Automobile Physical Damage | <u>\$166,610</u> |
| 1. Comprehensive | |
| 2. Specified Perils | |
| 3. Collision | |
| H. Equipment Physical Damage – Per equipment schedule | |
| [X] Mobile Equipment | <u>\$4,386</u> |
| [X] Auto/Misc. Equipment Blanket Limit: \$2,163,802 | <u>\$3,246</u> |
| [X] Mobile Equipment Leased/Rented Limit: \$360,000 | <u>\$630</u> |
| [X] Hired Auto Physical Damage Limit: \$150,000 | |

CYBER BREACH RESPONSE (VI)

- | | |
|----------------------------|----------------|
| K. First Party & Liability | <u>\$1,350</u> |
|----------------------------|----------------|

Total Premium

\$255,769

4. **Limits of Liability for claims which are subject to the GOVERNMENTAL TORT CLAIMS ACT:**
 \$25,000 Each Property Damage Loss Per Occurrence **Coverages B, F**
 \$25,000 Sanitary Sewer Overflows Loss Per Occurrence regardless of number of claims or claimants **Coverage C**
 \$125,000 Each Other Loss Per Occurrence **Coverages A, C, D, E**
- Limits of liability for claims which are not subject to the OKLAHOMA GOVERNMENTAL TORT CLAIMS ACT:**
 \$1,000,000 Each Other Loss Per Occurrence **Coverages C, D**
- Aggregate limits of liability, regardless of theory of liability**
 \$1,000,000 Aggregate Per Occurrence **Coverages A, B, C, D, E, and/or F**
 \$75,000 Sanitary Sewer Overflows Annual Aggregate **Coverage C**
 \$2,000,000 Annual Aggregate **Coverages C, D**
 \$50,000 Annual Aggregate Combined Single Limit **Coverage K**
 \$2,500,000 Pool Annual Aggregate Limit **Coverage K**

5. **DEDUCTIBLES**

- Coverages A, B, E, F: No Deductible, except Sanitary Sewer Overflows and Electrical Disruptions, which are subject to the Deductible of C & D.
 Coverages C, D: Per Occurrence
 Coverages G, H: Per Schedule
 Coverage K: **\$2,000** Per Occurrence

6. This agreement is composed of this Declaration Page, the MLPP Document, Schedules, Forms and Endorsements, if any.



Risk Management

100 North Midwest Boulevard

Midwest City, OK. 73110

405.739.1237 / Fax: 405.869.8616

MEMORANDUM

TO: Honorable Mayor and Council

FROM: Lynn Smithson, Risk Manager

DATE: June 11, 2024

RE: Discussion, consideration, and possible action of renewing an excess general liability insurance policy with States Self-Insurers Risk Retention Group, Inc. for fiscal year 2024-2025 at an annual cost of \$164,626 with a self-insured retention of \$1,000,000. Policy limits are \$2,000,000 per occurrence, with a \$5,000,000 aggregate.

Attached is a public entity excess liability insurance proposal with States Self-Insurers Risk Retention Group for fiscal year 2024-2025. The self-insured retention for the City this year is \$1,000,000. Policy limits are \$2,000,000 per occurrence with a 5,000,000 aggregate.

This is an annual renewal item.

Staff recommends approval.

Lynn Smithson
Risk Manager



INSURANCE PROPOSAL	
To: City of Midwest City 100 N Midwest Blvd Midwest City OK 73110 Attn: Lynn Smithson	From: Jay Mathiason, CPCU States Self-Insurers Risk Ret. Grp. 222 S Ninth St Suite 2700 Minneapolis, MN 55402-3332
Proposal For: City of Midwest City	Proposal Expires On: 7/1/2024

Public Entity Broad Form Liability (including General Liability, Employment Practices Liability, Automobile Liability and Law Enforcement Liability and Public Officials Error & Omission Liability) in accordance with the terms, conditions and exclusions of the policy form.

ONE YEAR PROPOSAL

OPTION 1				
Company Limits	Self-Insured Retention Limit	PREMIUM	TRIA	TOTAL
\$2,000,000 /Occ	\$1,000,000 /Occ	\$145,301	\$4,359	\$149,660
\$5,000,000 /Agg				

OPTION 2				
Company Limits	Self-Insured Retention Limit	PREMIUM	TRIA	TOTAL
\$0 /Occ	\$0 /Occ	\$0	\$0	\$0
\$0 /Agg				


OPTION 3				
Company Limits	Self-Insured Retention Limit	PREMIUM	TRIA	TOTAL
\$0 /Occ	\$0 /Occ	\$0	\$0	\$0
\$0 /Agg				

OPTION 4				
Company Limits	Self-Insured Retention Limit	PREMIUM	TRIA	TOTAL
\$0 /Occ	\$0 /Occ	\$0	\$0	\$0
\$0 /Agg				

SPECIAL TERMS AND CONDITIONS

- Occurrence Policy Form**
- ⇒ The quoted premium is net of commission.
 - ⇒ All premiums are due at the inception date of the policy.
 - ⇒ Premiums will be annually rerated to reflect experience and exposure.
 - ⇒ TRIA Act Coverage must be elected or declined. If declined, a Terrorism exclusion will apply.
 - ⇒ Auto Exclusion
 - ⇒ Obligation to resolve claims
 - ⇒ Cyber Liability Exclusion
 - ⇒ Exclusion Communicable Disease
 - ⇒ PFAS Exclusion (new to all members 2022)
 - ⇒ Sexual Misconduct (new to all members 2022)
 - ⇒ *** States Co-Payment endorsement 10%

***Please see attached for any additional terms and conditions.


 Signed _____ Date 5/21/2024



City of Midwest City 100 N Midwest Blvd Midwest City OK 73110	From: Jay Mathiason, CPCU States Self-Insurers Risk Ret. Grp. 222 S Ninth St Suite 2700 Minneapolis, MN 55402-3332
Attn: Lynn Smithson	Proposal Expires On: 7-1-24

<input checked="" type="checkbox"/> State Additional Paid In Capital	Premium	Paid in Capital Fee	Total Premium and Paid in Capital Fee
		149,660	10% 14,966

States Self-Insurers Trust was established in 1987 to organize and provide to members an insurance vehicle or vehicles in accordance with the requirements of the Federal Liability Risk Retention Act of 1986 in order to protect its Members from financial loss resulting from liability as defined in the Act.

In accordance with the Power of the Trust, States Self-Insurers Trust is charging an additional Paid in Capital fee of 10% of total premium to be charged to all members on renewal effective 9/1/2023 and upon approval from Board of Trustees an annual percentage of premium each year thereafter. The additional Paid in capital will be held in the investment portfolio and will be reflected in line 34 (Gross Paid in and contributed surplus) of the annual financial statement.


This additional Paid in Capital will be held by the RRG until such time as the following has been satisfied:

1. The Risk Based Capital calculation is > or equal to 3.0, and
2. The State's board of Trustees approves of the distribution amount.

In the event of a Capital Distribution approval, conditions stated above, the amount eligible for distribution will be distributed as follows:

1. Member must be a current member of the Trust
2. Member must be in good standing (all deposits and fees current)
3. If 1 and 2 above is met the formula will be:
 - a. Formula of Distribution

$$\text{Distribution amount} * \text{Amount of additional Paid in Capital 9/1/2023 to current} / \text{Total additional Paid in Capital 9/1/2024 to current} = \text{Members Distribution Amount.}$$
4. If items 1 and 2 above are not met, then Member forfeits its capital distribution amount.

	5/21/2024
Signed	Date

**POLICYHOLDER DISCLOSURE
NOTICE OF TERRORISM
INSURANCE COVERAGE**

You are hereby notified that under the Terrorism Risk Insurance Act, as amended, (the "Act"), that you have a right to purchase insurance coverage for losses arising out of acts of terrorism, *as defined in Section 102(1) of the Act*: The term "act of terrorism" means any act that is certified by the Secretary of Treasury - in concurrence with the Secretary of State and the Attorney General of the United States - to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property; or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of an air carrier or vessel or the premises of a United States mission; and to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion. Coverage under your #REF! New or #### RENEWAL policy may be affected as follows:

YOU SHOULD KNOW THAT WHERE COVERAGE IS PROVIDED BY THIS POLICY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM, SUCH LOSSES MAY BE PARTIALLY REIMBURSED BY THE UNITED STATES GOVERNMENT UNDER A FORMULA ESTABLISHED BY FEDERAL LAW. HOWEVER, YOUR POLICY MAY CONTAIN OTHER EXCLUSIONS WHICH MIGHT AFFECT YOUR COVERAGE, SUCH AS AN EXCLUSION FOR NUCLEAR EVENTS. UNDER THE FORMULA, THE UNITED STATES GOVERNMENT GENERALLY REIMBURSES 85% OF COVERED TERRORISM LOSSES EXCEEDING THE STATUTORILY ESTABLISHED DEDUCTIBLE PAID BY THE INSURANCE COMPANY PROVIDING THE COVERAGE. THE PREMIUM CHARGED FOR THIS COVERAGE IS PROVIDED BELOW AND DOES NOT INCLUDE ANY CHARGES FOR THE PORTION OF LOSS THAT MAY BE COVERED BY THE FEDERAL GOVERNMENT UNDER THE ACT.

YOU SHOULD ALSO KNOW THAT THE ACT, CONTAINS A \$100 BILLION CAP THAT LIMITS U.S. GOVERNMENT REIMBURSEMENT AS WELL AS INSURER'S LIABILITY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM WHEN THE AMOUNT OF SUCH LOSSES IN ANY ONE CALENDAR YEAR EXCEEDS \$100 BILLION. IF THE AGGREGATE INSURED LOSSES FOR ALL INSURERS EXCEED \$100 BILLION, YOUR COVERAGE MAY BE REDUCED.

Acceptance or Rejection of Terrorism Insurance Coverage

	I hereby elect to purchase coverage, subject to the limitations of the Act, for acts of terrorism, as defined in the Act , for a premium of \$4,359
	I hereby decline coverage for terrorism. I understand that I will have no coverage for losses resulting from acts of terrorism.

City of Midwest City
Applicant/Named Insured

States RRG
Insurance Company

By: _____
Authorized Representative's Signature

Authorized Representative's Title

Date

Policy Number

Please indicate your choice above, sign where indicated, and return the original form to us at the address below no later than

We recommend that you keep a copy of this notice for your records.

*** States Co-Payment endorsement 10%
c/o Berkley Risk Administrators Company
222 S Ninth St Ste 2700
Minneapolis, MN 55402-3332

#####



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

Memorandum

TO: Honorable Mayor and Council

FROM: Troy Bradley, Human Resources Director

DATE: June 11, 2024

RE: Discussion, consideration, and possible action regarding the renewal of the Collective Bargaining Agreement (CBA) between the City of Midwest City and the International Association of Firefighters (IAFF) Local 2066, as negotiated to be effective from July 1, 2022, through June 30, 2025.

The City of Midwest City and the IAFF Local 2066 met and negotiated a proposed CBA to be effective from July 1, 2022, through June 30, 2025. This agreement was tentatively reached between the Lead Negotiator for the City, Troy Bradley, and the IAFF Local 2066 President, Doug Beabout, on June 14, 2022. The agreement was ratified by IAFF Membership.

This renewal includes a negotiated across the board increase of 0.0%, to be effective on July 1, 2024. Additionally, the CBA includes language adopting the Group Health Benefits Premiums previously approved by Council for FY2023-2024.

Staff recommends approval.

Troy Bradley, Human Resources Director/Lead Negotiator



Collective Bargaining
Agreement for Fiscal
Years
~~2021/2022~~2022/2025
Between

The International
Association of Firefighters
Local #2066, AFL-CIO-CLC
and

The City of Midwest City

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ARTICLE 1

PURPOSE OF AGREEMENT

It is the intent and purpose of this Agreement, entered into by and between the City of Midwest City, Oklahoma, a municipal corporation, hereinafter referred to as Employer, and International Association of Firefighters, AFL-CIO/CLC, Local 2066, hereinafter referred to as Union, to protect the public health, safety and welfare of the citizens of Midwest City, Oklahoma, from strikes, work stoppages or slow-downs by the Union. The purpose of this Agreement is to set forth terms and conditions of employment and to promote orderly, peaceful labor relations for the mutual interests of the City of Midwest City in its capacity as an employer and the firefighters as employees.

ARTICLE 2

RECOGNITION

SECTION 1. The City recognizes Local 2066 as the exclusive bargaining agent for all permanent paid firefighters of the Midwest City Fire Department, with the exception of the Fire Chief and one designated Administrative Assistant.

ARTICLE 3

AUTHORITY AND TERM

SECTION 1. Pursuant to Oklahoma state law, 11 O.S. § 51-101 et seq., the following Articles constitute an Agreement by and between the Employer and the Union.

SECTION 2. ~~The First Term of this Agreement shall be effective as of the first day of July 2022, and shall remain in full force and effect until the last day of June 2023. The Second Term of this Agreement shall be effective as of the first day of July 2023, and shall remain in full force and effect until the last day of June 2024. The Third and Final Term of this Agreement shall be effective as of the first day of July 2024, and shall remain in full force and effect until the last day of June 2025. This Agreement shall be effective as of the first day of July 2021, and shall remain in full force and effect until the last day of June 2022.~~

ARTICLE 4

MUTUAL RESPONSIBILITY TO AVOID DISCRIMINATION

SECTION 1. The Employer and the Union agree that there shall be no discrimination against any employee or applicant for employment because of race, creed, age, size, sex, religion or status of Union membership.

SECTION 2. The Union and all its members agree to comply with the objectives set forth in the Employer's Affirmative Action Program to ensure equal employment opportunity for all.

ARTICLE 5

MANAGEMENT RIGHTS CLAUSE

The Local recognizes the prerogative of the Employer to operate and manage its affairs in all respects and in accordance with its responsibilities, and the power or authority which the Employer has not officially abridged, delegated, granted or modified by this Agreement is retained by the Employer, and all rights, powers and authority the Employer had prior to the signing of this Agreement are retained by the Employer and remain exclusively without limitations within the rights of the Employer.

Except as may be limited herein, the Employer retains its rights in accordance with the laws of the State of Oklahoma and the responsibilities and duties contained in the Charter of the City of Midwest City and the ordinances and regulations promulgated thereunder. These rights include, but are not limited to:

- A. The determination of Fire Department policy, including the right to manage the affairs of the Fire Department in all respects;
- B. The right to assign working hours, including overtime;
- C. The right to establish modify or change work schedules, manning of shifts, assignments, etc.;
- D. The right to direct the members of the Fire Department, including the right to hire, terminate, suspend, demote, promote, transfer or take any other disciplinary action against employees of the Fire Department for just cause;
- E. The determination of the table of organization of the Fire Department, including the right to organize and reorganize the Fire Department in any manner it chooses, including the size of the Fire Department, and the determination of job classification, ranks and positions based upon duties assigned;
- F. The determination of safety, health, and property protection measures for the Fire Department;

- G. The allocation and assignment of work to all members within the Fire Department;
- H. The sole judge of the qualifications of applicants and training of employees;
- I. The scheduling of operations and the determination of the number and duration of hours of assigned duty per working period;
- J. The establishment and enforcement of Fire Department rules, regulations and orders;
- K. The introduction of new, improved or different methods and techniques of operation of the Fire Department or changes in existing methods and techniques;
- L. The determination of the amount of supervision necessary;
- M. The control of the departmental budget;
- N. The right to take whatever actions may be necessary to carry out the mission of the City in situations of emergency;
- O. The right to relieve employees from duties because of lack of work, funds or other legitimate reasons;
- P. Organization of City governments;
- Q. Other matters as covered by the Merit System.

All rights and responsibilities of the Employer not specifically modified by this Agreement shall remain the functions of the Employer.

The above rights, responsibilities and prerogatives are inherent in the City Council and City Manager by virtue of statutory and Charter provisions and are not subject to delegation in whole or in part.

ARTICLE 6

PREVAILING RIGHTS

SECTION 1. All rules, regulations, rights, privileges, fiscal procedures, working conditions, departmental practices and manner of conducting the operation and administration of the Midwest City Fire Department currently enjoyed by the Union which are not included in this Agreement shall remain in full force unchanged and unaffected in any manner unless and except as modified or changed by the specific terms of this Agreement of either parties during the term of the contract by mutual consent.

ARTICLE 7

PROHIBITION OF STRIKES

SECTION 1. During the term of this Agreement, the Union agrees to a prohibition of strikes, work stoppage and slow-down.

SECTION 2. For the purpose of this Agreement, "strike" shall mean the concerted failure to report for duty, the willful absence from one's position, unauthorized holiday, sickness unsubstantiated by a physician's statement, the stoppage of work, or the abstinence in whole or in part from the full, faithful and proper performance of the duties of employment for the purpose of inducing, influencing or coercing a change of the conditions, compensation, rights, privileges or obligations of employment.

SECTION 3. Nothing contained in this Article shall be construed to limit, impair or affect the right of any employee to the expression of communication of a view, grievance, complaint or opinion on any matter related to the conditions or compensation of employment or their betterment, so long as the same does not interfere with the full, faithful and proper performance of the duties of employment.

SECTION 4. Upon notification confirmed in writing by Employer to Union that certain of its members are engaging in a wildcat strike, Union shall immediately, in writing, request such members to return to work at once and provide Employer with a copy of such request, and a responsible official of the Union shall publicly request them to return to work.

ARTICLE 8

UNION BUSINESS

SECTION 1. The Employer agrees that the Union shall have 240 hours leave available in order to conduct Union related business or activities; provided that the granting of such leave shall not impede the proper operation of the department as determined by the Fire Chief or his designee. The Union will be responsible for all other expenses incurred to attend the IAFF meeting. The Union president or secretary shall properly document all

hours used and present a quarterly report to the Chief. Additional hours may be granted at the Fire Chief's discretion on a case by case basis.

SECTION 2. Members of the Union negotiating team, not to exceed five, shall be allowed time off without loss of pay for all negotiation meetings which shall be mutually set by the Employer and the Union.

SECTION 3. The president and secretary-treasurer of the Union shall be authorized time off with pay if and when the need arises to transact Union officially called meetings, not to exceed two per month, provided that the granting of such leave shall not impede the operation of the Fire Department as determined by the Fire Chief or Shift Commander.

SECTION 4. The Union president or his designated representative may investigate grievances during working hours with the approval of the Fire Chief or Shift Commander.

SECTION 5. Upon written authorization from the employee, the Employer agrees to deduct regular monthly Union dues; PAC Fund contributions and Union sponsored insurance benefit programs from the earned wages of those permanent employees who are represented by the bargaining unit.

SECTION 6. The deduction shall be made in accordance with the City pay plan in an amount certified in writing to be correct by the treasurer of the Union. Changes in the amount of dues, PAC Fund contributions and Union sponsored insurance benefit programs will be certified in the same manner and shall be done at least thirty (30) days in advance of the effective date of such change.

SECTION 7. All eligible members of the bargaining unit desiring dues deduction, PAC Fund contribution deduction and Union sponsored insurance benefit programs shall individually sign an authorization form, provided by the Union. Authorization may be withdrawn by the employee by providing written notice to the Employer at least thirty (30) days prior to the effective date of withdrawal. Unless revoked by the employee the authorization shall remain in effect until the expiration date of the contract and will be automatically renewable with the adoption of each new contract.

SECTION 8. The Employer will deduct only Union dues, PAC Fund contributions, and Union sponsored insurance benefit programs from the employee's paycheck and will not deduct initiation fees, special assessments, fines or other Union fees. No deductions will be made when the salary to be paid an employee is not sufficient to cover the amount to be deducted. An illegal job action will result in the automatic termination of this privilege.

SECTION 9. The Employer will provide the Union treasurer with a monthly report showing the employee's name and the amount of deduction. All deductions refundable at the time of termination or resignation will be refunded by the Union.

SECTION 10. The total amount deducted shall be remitted to the treasurer of the Union minus fifteen dollars (\$15.00) per month which shall be the service fee paid to the

Employer by the Union for this service. The service fee will include both Union deductions. A proper adjustment of same shall be made by the Union with the employee affected. A direct draft deposit will be made each pay day into designated bank accounts.

SECTION 11. The Union shall indemnify, defend and hold the Employer harmless against any and all claims, suits or other forms of liability that shall arise against the City on account of Union associated payroll deductions.

SECTION 12. Each Union member will be allowed two (2) payroll deductions, for Union purposes, at any time. The Union must notify the City of all members who will utilize the payroll deduction for PAC Fund contributions by June 1 of the previous contract year. The Union will provide signed consent forms for each member electing to participate in the PAC Fund and a list of all members including their requested deduction amount.

ARTICLE 9

SENIORITY

SECTION 1. Seniority shall mean the status attained by length of continuous service in the department. Seniority shall commence from the date that the employee is employed in the Midwest City Fire Department; however, until the initial employment probation is completed, employees shall not attain seniority status. At the conclusion of his initial employment probation, his initial probationary period shall count on his seniority to be accumulated in the future.

SECTION 2. Seniority shall be determined by the earliest date of continuous employment with the Midwest City Fire Department. If both employees began employment on the same date, then their seniority shall be determined by the date of their employment application with said City.

SECTION 3. Seniority will be the factor to be considered by the Fire Chief in determining the priority of each employee to the following:

- A. Time when vacation is granted.
- B. Time when compensatory time off is granted.
- C. Time when holidays are granted.

SECTION 4. Seniority will be a factor to be considered by the Employer in determining the priority of each employee to the following:

- A. Shift and duty assignments;
- B. Transfers.

SECTION 5. In the case of a personnel reduction of firefighters of Midwest City Fire Department, said actions shall be determined solely on seniority. No new employees will be hired or new positions created until the laid-off employees have been given the opportunity to return to work.

SECTION 6: Laid off employees shall also be recalled based on seniority. Recall notification rights shall be for one year and shall be made in writing if recall is to occur. Written notice shall be sent to the employee's on file address by certified mail. An employee shall respond as to their desire for recall within two weeks from the mailing date or forfeit all recall rights.

ARTICLE 10

BULLETIN BOARD AND E-MAIL COMMUNICATIONS

SECTION 1. The Employer agrees to provide space for a reasonable number of bulletin boards for the posting of IAFF informational notices. Such notices shall contain no political advertisement, slanderous or inflammatory matter, as these terms are commonly defined in this community. The employer also agrees to provide the e-mail address local2066@midwestcityok.org to be used in the same regard as the bulletin boards.

Acceptable use of the bulletin board and e-mail would include:

- A. Recreational and social affairs of the IAFF;
- B. IAFF meetings;
- C. IAFF elections;
- D. Reports of IAFF committees;
- E. Rules or policies of the IAFF;
- F. Internal Fire Department E-mails (intra-departmental appropriate for distribution to employees).
- G. Other notices as approved for posting by the Human Resources Director.

SECTION 2. The Employer reserves the right to remove any material from such bulletin boards which, in its opinion, does not conform to the purpose of this Article.

SECTION 3. Only designated bulletin boards shall be used for posting any material on City property.

SECTION 4. The IAFF president shall be the responsible party for the e-mail address and for posting all information on the bulletin board and material to be posted should be dated and materials shall be removed in a timely manner by the IAFF president.

ARTICLE 11

SAFETY AND HEALTH

SECTION 1. The Union agrees to appoint one member from each shift and the Employer agrees to appoint one member from each shift to comprise the Joint Safety and Health Committee (Committee for the purpose of this article). The Committee will have the responsibility of reviewing, investigating and reporting information on accidents and vehicle accidents in the Fire Department and recommending related or other safety and health needs to the Employer. The Fire Chief will appoint the Committee Chairman from within the Committee.

SECTION 2. All Fire Department related accidents and injuries (including vehicle accidents) will be reported to the Committee Chairman. The Chairman will call a meeting to be held monthly as needed, but at least quarterly, to investigate the accidents and injuries reported to the Chairman. The Committee will be provided with all information concerning the incident in question without breaching any confidentiality rights of the injured or involved.

SECTION 3. The Committee shall meet as deemed necessary by the Employer and the Union. After each meeting a written report shall be made and copies of the report submitted to the Fire Chief, the City's Safety Officer, the City Manager and the Union president.

SECTION 4. The majority of the Committee may cause an investigation of a reported health hazard or safety hazard. In the event that no majority decision could be reached by the Committee, then the Committee will select from the roster of the Fire Department personnel, excluding secretaries, the name of an individual to serve as a tie-breaker. The names on the roster will be placed in a container and the chairman of the committee shall draw a name from said container. The Committee will then present the issue to the person so selected for a majority decision.

SECTION 5. Committee members shall also be granted time off without loss of pay to conduct investigations of safety and health problems if deemed necessary by the Employer. Time off shall be approved by the Shift Commander provided that the granting of such leave shall not impede the operation of the Fire Department.

SECTION 6. Investigations and/or recommendations by the Committee are for the mutual objectives of the parties in protecting the safety and health of the employee(s), equipment, property, and the general public. It is understood that the Committee has no responsibility to recommend or implement any action against employees as a result of these investigations or reporting responsibilities. Such action shall remain the solely the responsibility of City management. The City Manager shall acknowledge receipt of the report from the Joint Safety and Health Committee within thirty (30) days and inform the Committee of any administrative action taken.

ARTICLE 12

RESIDENCY REQUIREMENTS

SECTION 1. The Employer agrees that the City of Midwest City, a municipal corporation, has a population, according to the latest federal census, in excess of fifty thousand (50,000) people.

SECTION 2. The Employer agrees to comply with 11 O.S. § 22-127 that the municipal governing body by ordinance may designate which appointed officers and employees shall reside within the municipality; but police officers, firefighters and other municipal employees need not be actual residents of the municipality where they are employed in municipalities of five thousand (5,000) population or more, according to the latest federal census.

ARTICLE 13

OFF- DUTY EMPLOYMENT and Emergency Contact

SECTION 1. Employees may engage in additional employment outside the official hours of duty. For staffing proposes during large scale emergencies, personnel are required to maintain a current number with the Fire Chief's Office at which said person can be personally contacted.

ARTICLE 14

PROMOTION AND REVIEW BOARD PROCEDURE

SECTION 1. All employees shall be entitled, after meeting certain requirements, to a fair and equitable opportunity for advancement as established herein. The goal of this procedure is to select the most qualified individual(s), for the available position(s), in an organized and orderly manner.

SECTION 2.The administration of this procedural guide will be coordinated by a promotion committee of three (3) members. The promotion committee will coordinate examination procedures and assure proper administrative controls. The promotion committee will consist of one (1) member appointed by the Union, the Human Resources Director or designee and the Fire Chief or designee. The Union appointee shall be of equal or above rank to the position being tested for, and will review the assessment center dimensions and weighting factors prior to the conducting of an assessment center. In the event that a committee member becomes temporarily or permanently unavailable, he/she will be replaced by a substitute member. The substitute member will be selected in the same manner as the member they are replacing.

SECTION 3. Fire service personnel from Midwest City Fire Department will develop and score the written and assessment centers. The Training Section, or an appropriate designee from either inside or outside the department will be responsible for developing the written test and assessment center(s) as determined by the Fire Chief. The Training Section will also be responsible for administering the assessment center(s). The

Promotions Committee will meet in the last quarter of the ~~fiscal-calendar~~ year to determine and publish the bibliography for all testing to be conducted in the next ~~fiscal-calendar~~ year. The bibliography will go into effect on ~~July-January~~ 1 and remain in effect during the next ~~contract-calendar~~ year.

SECTION 4. Examinations for all positions will be given as a position becomes vacant when possible. Notification of said examination to eligible employees will be conducted as follows:

1. A hard copy of the notification will be delivered to each fire station by the Training Section. The notification will include an eligibility list of all personnel who are qualified by this contract to participate in the promotion process.
2. The on duty Company Officer of each station will sign a form signifying that the notification was delivered. The on duty CO will then post the notification on the bulletin board in the appropriate place.
3. The sign up list will be kept at Head Quarters Fire Station and the sign up period will be 14 days not including weekends and holidays.
4. After 14 days, the Promotion Committee will meet to discuss any variances they deem necessary to continue the process unless otherwise specified within this agreement.

All applicants for promotions in each position that qualify as outlined by position and signed-up as required will be tested and placed on the promotion sequence list, beginning with the highest total score to the lowest total qualifying score. The Shift Commander, Training Chief, Training Major, Fire Marshal, and Fire Prevention Officer Promotion list will be in force for the ~~contract-termcalendar year~~ (reference Article 3 Section 2). The Apparatus Operator promotion list will be in force for the ~~contract-termcalendar year~~ or until the three (3) highest scored eligible applicants (including ties) have been promoted, whichever is the longer time period. The Captain promotion list will be in force for the ~~contract-termcalendar year~~ or until the two highest scored eligible applicants (including ties) have been promoted, whichever is the longer time period. Department promotions will be made from the eligibility list in order of highest to lowest total scores by the Fire Chief. At no time will a member be allowed to skip a rank except where provided.

SECTION 5. Candidates that are on disciplinary suspension or probation at the time of examination will not be eligible for testing. Members who made the promotion list are not eligible for promotion if they are put on probation or suspension. If a candidate who was in the top three for Apparatus Operator or top two for Company Officer becomes ineligible for reasons previously addressed and three AO's or two CO's are promoted while he is ineligible, he will NOT be guaranteed a promotion when he returns to the list as stated in previous sections. After the designated period of disciplinary probation or suspension, the member will return to the promotion list in the same order he was listed.

SECTION 6. The examination will be comprised of two (2) distinct elements as further described. The final grade of the examination will be the total points scored on all elements plus one (1) point to be added to the final score for every year of continuous service on the Midwest City Fire Department for a maximum of 20 points. (All current

employees will be considered continuous service. The continuous service requirement in this Article shall become effective July 1, 2002).

A. Written Test

1. The written test will consist of one hundred (100) points. Passing shall be considered seventy (70%) percent.
2. Only clear, direct questions requiring concise answers will be used. Neither trick questions nor ambiguous questions will be part of the written test.

B. Assessment Center

1. The Assessment Center will consist of elements that will total one hundred (100%) percent equal to written test.
2. The Fire Chief shall assemble a list of eligible assessors from within the Midwest City Fire Department. The list shall consist of those members of the Midwest City Fire Department of equal rank or above and have held the position for at least one year for the position being tested for. The list shall then be submitted to the Human Resources Director who will select from the list three (3) individuals and one (1) alternate to act as the assessor for the Practical Assessment Center. The assessment center(s) will then be scored by the three (3) the assessors will submit a score for each candidate during each assessment using an assessment form agreed upon by the promotion committee. At the conclusion of the assessment center, the assessors will submit their final scores in a Final Dimension Summary form agreed upon by the promotion committee, which shall be tabulated as follows:
 - a. The assessors' scores shall be within one (1) point of each other before any final scores are tabulated in the final dimension summary.
 - i. Example of the scoring: acceptable (1-2-2),(6-6-7), unacceptable (3-4-5), (5-5-7)
 - b. Assessor's scores are then averaged and calculated into a percentage and totaled.

SECTION 7. Employee receiving the highest score from totals of the written examination, assessment center(s), years of service, and review board (if applicable) will be totaled and the employee's name will be placed on the eligibility list. In the event of a tie, the person with the most seniority will be advanced first.

SECTION 8. Applicants will be given a control identification number at the beginning of the written examination. Applicants will be told to write this number down for use during the selection period.

All applicants may review the correct answers to the written test from the conclusion of the testing process for one and one half days following the examination. Any protest of the written test must be filed during this period with the Human Resources office. After the posting of the test results, all applicants will be allowed to review their written and/or practical factor examination where appropriate.

~~*New changes to Sections 9 through 18 shall be effective January 1, 2022.*~~

SECTION 9. Eligibility - Firefighter (Corporal)

Applicants shall be required to have been employed with this Department for a minimum of three (3) continuous years performing the duties as firefighter. Applicants must be certified relief drivers by the Midwest City Fire Department training standards and be certified as an IFSAC or Pro Board Instructor I.

SECTION 10. Eligibility - Sergeant (Apparatus Operator)

Applicants shall be required to have held the position of Corporal with this Department for a minimum of two (2) years performing the duties as Corporal. Applicants must be certified Relief Drivers by the Midwest City Fire Department training standards and be certified as an IFSAC or Pro Board Fire Officer I. Once the successful candidate has been placed on the Apparatus Operators Promotion list, the candidate will complete the Apparatus Operators Academy within six (6) months.

SECTION 11. Eligibility – Lieutenant (Apparatus Operator)

Applicants shall be required to have been employed with this Department for a minimum of seven (7) continuous years. Applicants must have held the position of Sergeant for a minimum of two (2) years. Applicants must also attend a one-week Midwest City Fire Dept. Lieutenants Academy (to be held once annually as needed) prior to entry into this rank.

SECTION 12. Eligibility – Captain (Company Officer) Applicants shall be required to have been employed with this Department for a minimum of seven (7) continuous years. Applicants must have held the position of Sergeant for a minimum of two (2) years. Applicants must be certified as an IFSAC or PRO-Board Officer II. Once the successful candidate has been placed on the Captain Promotion list, the candidate will complete the Captain Academy within six (6) months

SECTION 13. Eligibility – Major (Company Officer)

Applicants shall be required to have been employed with this Department for a minimum of nine (9) continuous years. Applicants must have held the position of Captain for a minimum of two (2) years. Applicants must be certified as an IFSAC or Pro Board Instructor II and have successfully completed a Fire Causes Determination class approved by the Fire Chief. Applicants must also attend a one-week Midwest City Fire Dept. Majors Academy (to be held once annually as needed) prior to entry into this rank.

SECTION 14. Eligibility - Shift Commander

Applicants shall be required to have been employed with this Department for a minimum of nine (9) continuous years. Applicants must have held the position of Captain for a minimum of two (2) years. Applicants must be certified as an IFSAC or Pro Board Instructor II and have successfully completed ICS 300 and ICS 400. Any applicant attaining the position of Shift Commander must be certified as an IFSAC or Pro Board Officer III within one (1) year of attaining the position.

SECTION 15. Eligibility - Training Chief

Applicants shall be required to have been employed with this Department for a minimum of nine (9) continuous years. Applicants must have held the position of Captain for a minimum of two (2) years. Applicants must be certified as an IFSAC or PRO-Board instructor II and have successfully completed ICS 300 and ICS 400. Any applicant attaining the position of Training Chief must be certified as an IFSAC or Pro Board Officer III within one (1) year of attaining the position. Any applicant attaining the position of Training Chief must successfully complete the "Blue Card" Incident Command Certification Instructor Program within one year of attaining this position.

SECTION 16. Eligibility - Fire Prevention Officer

Applicants shall be required to have been employed with this Department for a minimum of three (3) continuous years. Applicants must be certified as an IFSAC or Pro Board Officer I. Any applicant attaining the position of Fire Prevention Officer must be certified as an IFSAC or Pro Board Inspector I and successfully complete a fire investigation training within one (1) year of attaining this position as approved by the Fire Chief.

New changes to Sections 17 and 18 shall be effective July 1, 2023.

SECTION 17. Eligibility – Assistant Fire Marshal

Applicants shall be required to have been employed with this Department for a minimum of three (3) years as a Fire Prevention Officer. Applicants must be certified as an IFSAC or Pro Board Officer II or hold a Bachelor's Degree, and be certified as an IFSAC or Pro Board Inspector II.

SECTION 18. Eligibility - Fire Marshal

Applicants shall be required to have been employed with this Department for a minimum of seven (7) years. Applicants must have held the position of Fire Prevention Officer for a minimum of one (1) year and/or have held the rank of Captain or above for one (1) year. Applicants must be certified as an IFSAC or Pro Board Instructor II or hold a Bachelor's Degree, and have successfully completed ICS 300 and ICS 400. Any applicant attaining the position of Fire Marshal must be certified as an IFSAC or Pro Board Officer III within one (1) year of attaining the position. Any applicant attaining the position of Fire Marshal must successfully complete fire inspection and investigation training within one (1) year of attaining this position as approved by the Fire Chief.

SECTION 19. If fewer than two (2) applicants apply for any position where eligibility is set forth in this Agreement, the promotion committee will make variances as necessary. If a variance for time in rank is made, the successful applicant must maintain the promoted rank for four (4) years before being eligible for promotion to the next higher rank.

SECTION 20. Promotion Following Reduction in Rank

- A. Any person voluntarily taking a reduction in rank shall be eligible, without penalty, to test for that next rank for which he was eligible before reduction.
- B. Any person who is involuntarily reduced in rank shall be eligible after six (6) months to test for the next rank above the one to which he was demoted.

SECTION 21. Rank and Classification

When an employee is promoted to a higher rank, excluding those employees being reclassified from Firefighter to Senior Firefighter, he shall be advanced to Step "1" of the new rank. Promoted employees will assume a new anniversary date commensurate with the promotion. Firefighters who are reclassified to Senior Firefighter will be placed in Step "1" of the new rank and will retain their anniversary date.

SECTION 22. Promotion Review Board

- A. The Review Board applies only to promotions for the ranks of Shift Commander, Training Chief, Training Major, Fire Marshall and Fire Prevention Officer.
- B. After passing the written test, each candidate will appear before a promotion review board consisting of three (3) Assistant Chiefs (at least two being Shift Commanders) and the Fire Chief. The candidate will be evaluated for one and/or all the following factors: work habits, performance under stress, initiative, motivation, and leadership, ability to delegate to fellow workers, appearance and review of the personnel file.

- C. The review board will assess 0 - 20 points for these factors as follows:
1. Fire Chief will award 0-10 points.
 2. Assistant Chiefs will award an averaged total of 0-10 points individual scores must be within a range of one (1) point from each other's score.

ARTICLE 15

GRIEVANCE PROCEDURE

SECTION 1. A grievance shall be defined as any dispute regarding the meaning, interpretation, application or alleged violation of the terms and provisions of this Agreement. The Union or any employee or employees covered by this Agreement may initiate a grievance within ten (10) calendar days of the act or actions giving rise to the grievance, or within ten (10) calendar days from the date knowledge is gained of such act or actions, in accordance with the following procedure.

SECTION 2. The Union president or his designee may report an impending grievance to the Fire Chief in order to forestall its occurrence.

SECTION 3.

Step 1: Any employee with a grievance shall utilize the grievance form (located in the back of the CBA or on the Fire Dept. X Drive) to submit his/her grievance to their AC. The Local president or designee may be present at said discussion if the employee so requests. The AC shall give his/her response to the employee within six (6) calendar days. The Fire Chief will be notified of all grievances and potential grievances within twenty four (24) hours and will be forwarded a copy of the original grievance form along with the AC's written response to the employee.

Step 2 If the grievance is not resolved in Step 1 above, the employee shall have the right to submit his/her grievance in writing utilizing a copy of the original grievance form that they submitted to their AC within six (6) calendar days citing the article of the contract violated, and the remedy requested to the Fire Chief. The Fire Chief shall submit his answer in writing within six (6) calendar days.

Step 3 If the grievance is not resolved in Step 2, the grievance shall be submitted in writing and will include a copy of the original grievance form with any additional information within six (6) calendar days to the Labor Relations Officer. The Labor Relations Officer shall meet with the Fire Chief, the aggrieved employee and a grievance committee of the Union within ten (10) calendar days from receipt of the grievance. The Labor Relations Officer will submit a written response which will include a copy of the original

grievance form and any additional information to the employee and the Union within six (6) calendar days of the meeting.

Step 4 If the grievance is unresolved after receipt of the answer from the Labor Relations Officer, the grievance may be submitted in writing and will include a copy of the original grievance form and all additional information gathered through the process to the City Manager within six (6) calendar days. The City Manager shall review the grievance and give his/her written response which will include a copy of the original grievance form and all additional information within six (6) calendar days.

SECTION 4. If the grievance is unresolved after receipt of the answer from the City Manager, either party by mutual agreement may request impartial Mediation to resolve the matter. A request for Mediation will be made with the Federal Mediation and Conciliation Service within ten (10) calendar days of the City Manager's decision. If the matter is not resolved through Mediation the Union may request that the matter be submitted to impartial arbitration.

SECTION 5. The request for impartial arbitration shall be made in writing and be submitted to the City Manager within ten (10) calendar days from receipt of the City Manager's and/or the Mediator's grievance answer. Within ten (10) calendar days from receipt of the request for arbitration, the parties shall jointly request a panel of seven (7) arbitrators from the Federal Mediation and Conciliation Service.

- A. Within five (5) calendar days from receipt of such panel, a representative of the Union and the City shall meet or discuss and alternately strike names until one (1) arbitrator remains who shall be selected as the impartial arbitrator. The party requesting arbitration shall strike the first name.
- B. The date of the Arbitration Hearing shall be set (for some future hearing date) within ten (10) calendar days from the date the arbitrator is notified of his selection.
- C. Within ten (10) days after the conclusion of the hearing which shall begin after completion of the briefing period, if any, of twenty (20) days, the arbitrator shall issue a written opinion containing findings and recommendations with respect to the issues presented. A copy of the opinion shall be mailed or delivered to the Union and the Employer.
- D. The arbitrator's authority shall be limited to the interpretation and application of the terms of the Agreement and/or any supplement thereto. The arbitrator shall have no jurisdiction to establish provisions of a new agreement or variation of the present Agreement or to arbitrate away, in whole or part, any provision of this Agreement

or any supplements thereto or amendments thereof, nor shall any wage structures or structures of job classification be subject to arbitration. This shall not preclude individual wage grievances. The arbitrator shall only consider and make a decision with respect to the specific issues submitted to him/her by the parties and shall have no authority to make a decision on any issue not so submitted.

- E. With respect to the interpretation, enforcement or application of the provisions of this Agreement, which do not relate to the statutory and Charter authority of the Employer, the decision, findings and recommendations of the arbitrator shall be final and binding on the parties to this Agreement to the extent the arbitrator's decision is in accordance with the provisions of this section.
- F. The cost of the impartial arbitrator shall be shared equally between the Union and the Employer. If a transcript of the proceedings is requested, then the party so requesting shall pay for it unless the parties mutually agree they each want a copy and will therefore share in the costs equally.

SECTION 6. All time limits set forth in this Article may be extended by mutual consent but, if not so extended, they must be strictly observed. If a party fails to pursue any grievance within the time limits provided, he shall have no further right to continue the grievance.

SECTION 7. It is specifically and expressly understood that filing a grievance under this Article, which has as its last step final and binding arbitration, constitutes an election of remedies and a waiver of any and all rights by both parties, the Union or other representatives of the party to litigate or otherwise contest the last answer rendered through the Grievance procedure in any court or other appeal forum.

ARTICLE 16

VACATION LEAVE

SECTION 1. All employees covered by this Agreement shall be entitled to vacation leave at the following rates:

- A. Employees working eight (8) hour shifts:

<u>Length of Service</u>	<u>Leave Accrual Rates</u>
12-59 Months	4.2 hrs per pay period
60-119 Months	5.1 hrs per pay period
120-179 Months	6.0 hrs per pay period
180-239 Months	7.0 hrs per pay period
240 Months or More	7.85 hrs per pay period

B. Employees working twenty-four (24) hour shifts:

<u>Length of Service</u>	<u>Leave Accrual Rates</u>
12-59 Months	6.05 hrs per pay period
60-119 Months	7.43 hrs per pay period
120-179 Months	8.82 hrs per pay period
180-239 Months	10.20 hrs per pay period
240 Months or more	11.59 hrs per pay period

SECTION 2. Vacation time taken off normal work will be charged at the rate of twenty-four (24) hours for each shift off for twenty-four (24) hour workers and eight (8) hours off for eight (8) hour workers. No more than one hundred forty-four (144) hours of vacation may be taken in succession by firefighters working twenty-four (24) hour shifts, and no more than ninety-six (96) hours in succession may be taken by eight (8) hour workers.

SECTION 3. When a holiday occurs during the vacation period, an additional day off will be allowed. However, additional days off will not be allowed for any other reason. Vacation leave should be taken during the year when it is earned but it can be accumulated from one year to the next, not to exceed three hundred (300) working hours for twenty-four (24) hour workers and not to exceed two hundred sixteen (216) hours for eight (8) hour workers. At the end of the contract year, a maximum of twenty-four (24) hours of accumulated leave in excess of three hundred (300) hours for 24 hour workers and a maximum of twenty-four (24) hours of accumulated leave in excess of two hundred sixteen (216) hours for eight hour workers shall be paid at the straight rate of hourly pay through June, 2008.

SECTION 4. If an employee has unused vacation time and separates from the municipal service, he shall be paid for his accumulated vacation leave.

ARTICLE 17

INJURY LEAVE

SECTION 1. Any employee who is injured on the job shall be eligible for injury leave with pay to the extent of six (6) calendar months for each new separate injury, and such leave is not charged against the employee's accrued leave. While on injury leave the members of the bargaining unit will continue to accrue leave; additionally, any extension of injury leave or leave accruals beyond six (6) months shall be subject to the City Manager's approval.

SECTION 2. The employee's eligibility for injury leave with pay shall be dependent on compliance with Title 11 and Title 85 of the Oklahoma Statutes, Oklahoma Firefighters Pension and Retirement System, additions and amendments.

SECTION 3. Employees on injury leave shall be in compliance with provisions or restrictions of their doctor or physician in all aspects of their outside employment or personal activities.

Any violation of this section shall be dealt with according to the terms of Title 85, Oklahoma Statutes, and Title 11, Oklahoma Firefighters Pension and Retirement System, additions and amendments.

ARTICLE 18

SICK LEAVE

SECTION 1. Sick leave is accrued from the day of original appointment. Sick leave shall be granted for the following reasons:

- A. Personal illness or physical incapacity, resulting from causes beyond the employee's control.
- B. Medical, dental or optical appointments not to exceed four (4) hours each.
- C. Sickness or medical treatment of a member of the employee's household that requires the employee's personal care or attention.

SECTION 2. Employees working 24-hour shifts shall accrue sick leave at the rate of ~~5.547~~ hours per pay period. Employees working 24-hour shifts may accumulate up to a maximum of one thousand, three hundred and fourteen (1,314) hours and shall be paid for accumulated hours over 1,314.

SECTION 3. Employees working a 40-hour workweek shall accrue sick leave at the rate of 3.70 hours per pay period. Employees working a 40-hour workweek may accumulate

up to a maximum of ~~nine hundred, thirty-nine (939)~~nine hundred sixty (960) hours and shall be paid for accumulated hours over ~~939~~960.

SECTION 4. ~~Employees—24-hour employees~~ who have accumulated hours over the maximum shall be paid at ~~the rate of 1/2 days pay for each day~~40% of the employee's regular hourly rate of pay for each hour accumulated over the maximum and shall be paid bi-weekly. 40-hour employees who have accumulated hours over the maximum shall be paid at 50% of the employee's regular hourly rate of pay for each hour over the maximum and shall be paid bi-weekly.

SECTION 5. Statement of Attending Physician. Sick leave with pay in excess of three (3) consecutive work days shall be granted only after presentation of a written statement by a licensed physician certifying that the employee's condition prevented him from performing the duties of his position. In cases where abuse of sick leave is suspected a statement for sickness from a health care provider may be required after one (1) shift at the discretion of the Fire Chief. When a statement of sickness is required the employee shall be notified the day of the occurrence.

SECTION 6. Upon termination of employment

- A. Upon termination of employment with less than ten (10) years of continuous employment, no payment shall be made to the terminating employee for unused sick leave.
- B. Upon termination from employment after ten (10) years of continuous employment for any reason, the terminating employee shall receive payment for accrued sick leave. The employee's sick leave bank balance shall be paid to the employee at fifty percent (50%) of the employee's regular hourly rate of pay.
- C. If an employee dies in the line of duty, the deceased employee's sick leave bank balance shall be paid to the deceased employee's named beneficiary at the deceased employee's regular hourly rate. A death in the line of duty shall be defined as follows:
 - i. A death in the line of duty occurs when suffered in the performance or discharge of a duty required of the employee as an active member of the City of Midwest City Fire Department.

SECTION 7. Employees who separate from the City with an on-the-job injury or after twenty (20) years of continuous service shall be paid for accumulated hours up to the maximum at the rate of one-half (1/2) days' pay for each shift.

SECTION 8: Employees transferring from twenty four (24) hour shift to a 40-hour workweek shall be paid for any accrued sick leave over the maximum allowed accrual of a 40-hour workweek employee at the rate of one half (1/2) days' pay for each twenty four (24) hours.

ARTICLE 19

EMERGENCY LEAVE

SECTION 1. Emergency leave with pay shall be granted for the following reasons. A serious sickness, reviewed on a case-by-case basis by the Fire Chief; an unscheduled hospitalization of a member of the employee's or their spouse's immediate family that requires an employee's personal care or attention; an emergency relating to a member of the employee's or their spouse's immediate family which requires immediate action; or the death of a member of the employee's or the employee's spouse's immediate family (parents, grandparents, brothers, sisters, sons, daughters, spouse, father-in-law, mother-in-law, son-in-law, daughter-in-law, dependent members of the employee's household and, in the case where the employee was raised by persons other than natural parents, those persons who acted in the capacity of natural parents).

SECTION 2. In the event an employee is notified of the impending death of those listed as immediate family, emergency leave shall be granted, subject to the limitations noted herein.

SECTION 3. Maximum number of days at a time allowed for 24 hour shift workers is two (2) shifts and the maximum number of working days allowed per calendar year is four (4). The maximum number of working days at a time allowed for 8 hour shift workers is three (3) and the maximum number of working days allowed per calendar year is seven (7).

SECTION 4. Additional emergency leave may be granted at the department head's discretion.

SECTION 5. When there is a death in the family of the employee of a person other than those stipulated as immediate family in Section One (1) above, an employee may be granted one shift of emergency leave with pay.

ARTICLE 20

VEHICLE LIABILITY INSURANCE

The Employer shall provide liability insurance protection for every employee responsible for the operation of fire apparatus and/or any other city owned vehicle. The cost of such protection will be paid for by the Employer, subject to limits established by the Employer and subject to the legality of Employer paying same, provided such employee can be insured, and at the same rate as other City employees.

ARTICLE 21

HOLIDAY LEAVE

SECTION 1. 24-Hour Shift Employees:

- A. All 24-hour shift employees covered by this Agreement are entitled to a total of 240 hours of Holiday Leave per year.
- B. If an employee separates from City employment during the term of the contract, Holiday Leave shall be computed as accruing 9.23 hours in each of 26 pay periods throughout the year.
- C. Twenty four (24) hour shift employees completing their probationary year shall have their Holiday Leave computed as accruing 9.23 hours in each of the twenty six (26) pay periods remaining in the fiscal year.
- D. Employees may take Holiday Leave in .25 hour increments.

All 24-hour shift employees are required to use a minimum of 144 hours of Holiday Leave each year. Holiday Leave hours not used by the employee will be paid to each employee at the rate of straight time. Employees may elect to be paid for up to forty eight (48) hours in the first paycheck of December and/or up to 96 hours in the second pay check in June.

- E. The City and the Union agree that the work schedule on Veteran's Day and September 11th in remembrance of Patriot Day will be the same as a weekend work schedule. The morning work schedule will be utilized for applicable safety-training.

SECTION 2. 8-Hour and 10-Hour Shift Employees:

- A. All 8-hour shift employees covered by this Agreement are entitled to eighty (80) hours of Holiday Leave per year. All 10-hour shift employees covered by this agreement are entitled to one hundred (100) hours of Holiday Leave per year. The authorized Holiday Leave days are as follows:

New Years' Day	Thanksgiving Day
Memorial Day	The day after Thanksgiving
Independence Day	Christmas Eve
Labor Day	Christmas Day

Two additional days of each employee's choosing

If an authorized Holiday Leave falls on an employee's regularly scheduled day off, the employee must select another day during that year as a substitute for the authorized Holiday Leave Day. If an authorized Holiday Leave falls on a Saturday or Sunday, the preceding Friday or the following Monday, respectively, shall be the

authorized Personal Time off.

- B. If an 8-hour/10-hour employee separates from City employment during the term of the contract, Holiday Leave shall be computed as accruing 3.08/3.85 hours respectively in each of the twenty-six (26) pay periods throughout the year.
- C. Employees working 8-hour/10-hour shifts and completing their probationary year shall have their Holiday Leave computed as accruing 3.08/3.85 hours respectively in each of the twenty-six (26) pay periods remaining in the fiscal year.
- D. Employees may take Holiday Leave in .25 hour increments.
- E. All 8-hour/10-hour shift employees are required to use a minimum of 64/80 hours respectively (those named in Section A or an approved alternate) of Holiday Leave each year. Holiday Leave hours not used by the employee will be paid to each employee at the rate of straight time. 8-hour/10-hour shift employees may elect to be paid for up to 8/10 hours in the first paycheck in December and/or up to 16/20 hours in the second paycheck in June, respectively.

ARTICLE 22

LONGEVITY

Longevity pay is made in recognition of an employee's tenure and faithful service to the City. Longevity pay is computed as follows:

Employees shall be eligible to receive the following longevity benefit at the beginning of their 4th year (37th month) of service based on the employee's hire date. With the following Longevity table:

	Years of Service		Annual Longevity Pay		Per Payday Longevity Pay
\$150.00	4		\$600.00		\$23.08
\$150.00	5		\$750.00		\$28.85
\$150.00	6		\$900.00		\$34.62

\$150.00	7		\$1,050.00		\$40.38
\$150.00	8		\$1,200.00		\$46.15
\$150.00	9		\$1,350.00		\$51.92
\$150.00	10		\$1,500.00		\$57.69
\$150.00	11		\$1,650.00		\$63.46
\$150.00	12		\$1,800.00		\$69.23
\$150.00	13		\$1,950.00		\$75.00
\$150.00	14		\$2,100.00		\$80.77
\$150.00	15		\$2,250.00		\$86.54
\$150.00	16		\$2,400.00		\$92.31
\$150.00	17		\$2,550.00		\$98.08
\$150.00	18		\$2,700.00		\$103.85
\$150.00	19		\$2,850.00		\$109.62
\$150.00	20		\$3,000.00		\$115.38
\$150.00	21		\$3,150.00		\$121.15
\$150.00	22		\$3,300.00		\$126.92
\$150.00	23		\$3,450.00		\$132.69
\$150.00	24		\$3,600.00		\$138.46
\$150.00	25		\$3,750.00		\$144.23
\$150.00	26		\$3,900.00		\$150.00
\$150.00	27		\$4,050.00		\$155.77
\$150.00	28		\$4,200.00		\$161.54
\$150.00	29		\$4,350.00		\$167.31
\$150.00	30		\$4,500.00		\$173.08

This payment will be in addition to an employee's base pay and will be received on the same checks he receives for his normal pay.

ARTICLE 23

UNIFORM AND MAINTENANCE ALLOWANCE

SECTION 1. Employees shall provide a flashlight and batteries, suitable boots and/or shoes for all uniforms and maintenance of uniforms (not including any part of turn-out clothing or firefighting related gear) at their own expense.

SECTION 2. The Employer shall repair or replace with like kind and quality any timepiece damaged or destroyed in the line of duty to a maximum of two hundred dollars (\$200) per incident.

SECTION 3. The employer shall reimburse employees for damage or destruction of cell phones up to three hundred and twenty five dollars (\$325.00).

SECTION 4. The Employer agrees to replace prescription eyeglasses or contact lenses

damaged or destroyed in the line of duty at full value, up to four hundred dollars (\$400).

SECTION 5. Repair or replacement must be due to job required activities. Repair or replacement must not be due to employee neglect.

SECTION 6. In recognition and appreciation of their dedicated service to the Midwest City Fire Department, employees covered by this collective bargaining agreement will have the right to purchase his or her Structural Firefighting Helmet upon promotion or retirement. The employee will pay 10% of the original purchase price multiplied by the remaining years of life for the Helmet. A minimum of 10% of the original purchase price of the Helmet will be paid by the employee regardless of the remaining service life of the Helmet. NFPA Standard 1851 sets the service life of structural firefighting Helmets at ten (10) years from the date of manufacture.

The employee will have the right to purchase their badge and/or collar brass upon promotion or retirement for the “replacement price” of either or both items.

Employees who are terminated for disciplinary reasons will forfeit these rights.

ARTICLE 24

WAGES

SECTION 1. The pay plan contained in Addendum “A” attached to this Agreement shall include a ~~4.4~~ 6.0% COLA be implemented effective July 1, ~~2021,2022;~~ the pay plan contained in Addendum “B” reflects a 3.0% COLA effective July 1, 2023, and shall run the term of this contract.

ARTICLE 25

INCENTIVE PAY

SECTION 1. The Employer agrees to pay \$10.00 per pay period to registered EMT Intermediate/Advance and \$20.00 per pay period to registered EMT Paramedics covered under this collective bargaining agreement. . Provided, however, such payment shall be made only as long as the employee maintains the required certification or registration according to the State of Oklahoma Department of Health requirements. Such payment shall be made only as long as the employee maintains the required certification or registration according to State of Oklahoma Department of Health requirements.

SECTION 2. The Employer agrees to pay \$34.62 per pay period to those employees who are assigned to the Prevention Section and who have completed inspection and investigation training as approved by the Fire Chief. The Employer further agrees to pay

\$23.08 per pay period to those employees who are assigned to the Operations Section of the Fire Department who have completed Inspection and Investigation training as approved by the Fire Chief. Such payment shall be made only as long as the employee completes eight (8) hours per year of continuing education in the field of inspections and/or investigations, which continuing education shall be at the Employer's expense.

SECTION 3. The City agrees to pay \$30.00 per pay period to those employees who possess an Associate Degree or \$40.00 per pay period to those employees who possess a Bachelor's Degree or \$50.00 per pay period to those employees who possess a Master's Degree. The degree must be acquired from an accredited college or university. Only the highest degree possessed will be paid for; provided, that those employees eligible to receive compensation under this section shall not include employees who have elected to participate in the City tuition reimbursement program.

SECTION 4. The City agrees to pay \$23.08 per pay period to certified EMS Instructors as long as they are performing those duties not to exceed one per shift. One of the EMS Instructors will be assigned as EMS coordinator by the Fire Chief. The City agrees to pay \$23.08 per pay period to one EMS Coordinator as long as he is performing those duties.

SECTION 5. The Employer agrees to pay \$46.15 per pay period to certified Hazardous Materials Technician Level Responders. Such payment shall be made as long as the employee completes 8 hours of continuing education each year as required and provided by the Midwest City Fire Department Training Section.

SECTION 6. The Employer agrees to pay \$30.00 per pay period to those employees who serve on each of the following committees: Safety, Training/EMS, Special Ops/SCBA, Apparatus, and Honor Guard. The Employer also agrees to pay \$30.00 per pay period to each Assistant Chief serving as Committee Director. This payment is not accumulative based on number of committees served.

~~**SECTION 7.** The employer agree to pay \$23.08 per pay period to those employees assigned to the Prevention Section that are CLEET Certified. Anyone not receiving this CLEET Certification Incentive Pay as of July 1, 2021, shall not be eligible to receive this incentive pay.~~

SECTION 87. The employer agrees to pay \$72.70 per pay period for those employees assigned to the duties of acting Shift Commander (Ride-Out) as designated by the Shift Commander with one per shift.

Section 98. The employer agrees to pay each member of the bargaining unit \$450 for successful completion of the SCBA Endurance Course and/or \$450 for the successful completion of the annual Functional Capacity Exam. These monies will be figured at the end of the contract year and shall be paid on the second payday in July.

ARTICLE 26

MINOR MAINTENANCE

Minor maintenance is considered to be the normal upkeep of station equipment, apparatus and department vehicles as now performed by department personnel.

ARTICLE 27

DUES AND SUBSCRIPTIONS

- A. The Employer agrees to pay, based on individual employees' written authorization and direction, the Oklahoma State Firefighters Association (OSFFA) dues for members of the bargaining unit.
- B. The Employer agrees to pay the registration fees for all delegates to the annual OSFA convention. Employees serving as delegates for the annual OSFA convention shall be allowed training leave starting Wednesday morning at 7:00 a.m. and ending at the conclusion of the convention on Saturday. Employees are required to attend all meetings and activities associated with the convention.

ARTICLE 28

HEALTH BENEFITS

SECTION 1. Effective July 1, ~~2021~~2022, the Employer agrees to pay the employees covered by this Agreement enrolled in the Health Plan ~~Health Plan—Preferred PPO Network~~ ~~\$229.05~~~~\$239.77~~ for the employee, or ~~\$438.03~~~~\$462.42~~ for the employee and their dependent spouse, or ~~\$292.89~~~~\$310.57~~ for the employee and their dependent child(ren), or ~~\$584.52~~~~\$615.63~~ for the employee and all dependents in 24 of their 26 paychecks per year, which amount includes rollup, for employee and dependent health benefits.

Effective July 1, 2023, the amounts listed above shall be modified in accordance with the amounts to be established by the Insurance Committee and approved by the City Council for FY 2023-2024.

Effective July 1, 2024, the amounts listed above shall be modified in accordance with the amounts to be established by the Insurance Committee and approved by the City Council for FY 2024-2025.

SECTION 2. On January 1, 1999, all of the employees covered by this agreement will participate in the City Employees' Health Benefits Plan as new participants. The benefits and premiums will be non-negotiable. Premium payments will be made through the cafeteria plan.

SECTION 3. The Employer recognizes its responsibility under 51 O.S. section 151 et. seq. to indemnify employees from certain claims arising out of the performance of their duties and from the costs and expense incurred in defending said claims. The Employer states its intention to adhere to said statutory requirements.

SECTION 4. During the Contract year in the event that the Internal Revenue Service (IRS) issues any regulations or additional guidance that affects the Employee Health and Benefit Plan overall costs and/or premiums, the parties agree to reopen negotiations on Article 28 for the sole purpose of modification to the premium that is referenced in section one of the article.

In the event that there are increases to the costs of the Employee Health and Benefits Plan during the contract year, the City agrees to pay half the increase cost associated to the premiums by tier, with the employee paying the remaining half.

Additionally, the City agrees to the following provisions as concerns future employee and/or dependent insurance premium increases:

1. The City Manager will notify Local 2066, in writing, of any premium increase recommendations of the Insurance Committee that are being taken to the City Council for approval.
2. Said notification will specify the exact dollar amount of increase for the employee premium and/or for the dependent premium being recommended to the Council.
3. The written notice shall be delivered to Local 2066 prior to the date of the premium increase recommendation being presented to the City Council for approval.

Said written communication will not be intended to change in any manner any other relationship of the parties in regards to the health insurance programs or premiums, but will simply serve to give Local 2066 prior notice of the Health Insurance Committee's recommendations to the Council for approval.

ARTICLE 29

LIFE INSURANCE

SECTION 1. The Employer shall provide life insurance for members of the Fire Department with a basic benefit of fifty thousand dollars (\$50,000) and a double indemnity benefit for accidental death in the amount one hundred thousand dollars (\$100,000).

SECTION 2. To have optional life insurance extended to members of the bargaining unit, the Union must have 100 percent (100%) of members elect to participate. The Employer shall pay fifty percent (50%) of any premium with the employee paying the remaining fifty percent (50%).

ARTICLE 30

HEALTH PHYSICAL

SECTION 1. The Employer agrees to pay the cost of a physical examination for employees. The Department will be divided as equally as possible into one-thirds (1/3) and in any given year one-third (1/3) of the department will be given the opportunity to attend an annual physical examination regardless of age.

The physical shall coincide with the needs of the physical fitness program. The physical shall consist of the following:

- History and physical
- Audiometric Testing
- Comprehensive Metabolic Panel (14) to include CBC and Lipid Battery (chemistry profile)
- X-Ray chest and spine
- Lumbar-sacral spine X-ray at Employees Discretion
- Pulmonary function exam
- 12 Lead EKG and Exercise Treadmill Test
- Digital Prostrate Exam and PSA (if over 30)
- Static and Isoinertial Testing of Arm/Pull and Lifting tests
- A testicular exam for all male employees regardless of age
- Hepatitis C antibody screen
- Hepatitis B antibody screen
- Tdap immunization
- MMR Booster immunization at the employee's discretion
- Hepatitis A vaccination at the employee's discretion
- HIV Screen
- Calcium Scoring Test for all employees over 40

SECTION 2. If the Employer has reasonable cause to question a firefighter's physical fitness (health) to perform his/her assigned responsibilities, it may elect to require the individual to submit to a special physical examination at the Employer's expense or notify the individual employee of the necessity to review the results of the physical examination provided herein. If the employee refuses to release such results, the issue will be resolved through the grievance procedure, including arbitration, with the cost being borne equally by both parties.

SECTION 3. The City of Midwest City encourages employees to get an annual and age-appropriate physical through their primary care physician (PCP) or preferred healthcare provider. In accordance with the Patient Protection and Affordable Care Act (ACA), such an annual physical or wellness exam shall be covered by the health plan without any cost to the employee. The employee shall communicate with their PCP that they are

requesting an annual physical covered by the ACA. Services performed outside the scope of the routine physical or wellness exam may have costs to the employee associated with the services (e.g., treatment for a muscle ache, soreness, illness, or other specific issue addressed at the same appointment as the annual physical or wellness exam).

ARTICLE 31

WORKING ON PERSONAL PROPERTY

Members of the bargaining unit shall be allowed, with the approval of the immediate supervisor, to work on personal items after regular working hours are over, provided there is no Fire Department business to be done. This type of activity may be performed under the following conditions:

- A. Work will not constitute a major overhaul of personal property.
- B. Work shall be limited to projects of a non-compensatory nature.
- C. No City equipment or supplies will be used.

ARTICLE 32

HOURS OF WORK

SECTION 1. Personnel assigned to the Suppression Division shall work 24-hour shifts on a 2912 hours per year in a twenty- seven (27) day work period under the three-platoon system. The 27 day work period will contain 216 hours of work of which 204 will be considered FLSA "straight time." The 24-hour shift shall commence at 0700 hours.

SECTION 2. Personnel assigned to the Training Division shall work 8-hour shifts on a forty (40) hour average week in a 28-day work period. An exception to these hours of work may be necessary to address specific training activities as recommended by the Chief of Training, and as approved by the Fire Chief.

SECTION 3. Personnel assigned to the Fire Prevention Division shall work 10-hour shifts on a forty (40) hour average week in a 28-day work period under a two-platoon system. The work week will be comprised of four (4) consecutive days on duty and three (3) consecutive days off duty. The days off shall be limited to Friday, Saturday, Sunday, or Saturday, Sunday, Monday. An exception to these hours of work may be necessary to address specific fire prevention activities as recommended by the Fire Marshal, and as approved by the Fire Chief.

ARTICLE 33

OVERTIME AND CALLBACK

SECTION 1. Overtime and callback for emergencies will be paid at the rate of time and one-half in dollars or compensatory time in accordance with FLSA regulations. Voluntary overtime for constant manning will be paid at time and one-half in dollars.

SECTION 2. Required off-duty training or meetings will be paid at time and one-half in dollars or compensatory time in accordance with FLSA regulations.

SECTION 3. Departmental personnel assigned to "on call status" shall be compensated at the rate of one and one-half times his rate of pay for a minimum of 2 hours if called back. Compensation shall be paid in accordance with FLSA regulations.

SECTION 4. At the discretion of the City Manager, employees may receive payment for overtime service. Rates of overtime pay shall be either at straight time or time and one-half their regular rate of pay for hours in a pay period. Whether an employee receives straight pay or time and one-half pay (or time) will depend on whether he or she was on normal work status during the entire pay period as described below:

Overtime Determination

Normal Work Status: At the end of the pay period, OT1 (straight time pay or compensatory time) or OT2 (time and one-half pay or compensatory time) shall be authorized depending on whether the employee was on normal work status during the entire pay period. An employee shall be considered on normal work status for any of the following:

1. When on duty performing assigned tasks
2. Vacation time
3. Civil or military leave
4. Holidays
5. Training leave
6. Compensatory time
7. Sick leave (if used for a doctor's appointment and approved by supervisor at least 72 hours in advance)
8. Blood leave
9. Union Leave
10. Voting Leave
11. Injury Leave

If an employee performs work in excess of his regularly scheduled hours in his normal pay period and are covered by the above normal work status criteria, overtime shall be compensated at the rate of time and one-half. The 12 hours of FLSA overtime in each

27 day period will be compensated at 1 ½ times the employee's base rate of pay. Employees' base rate of pay will include wage augments such as longevity pay, incentive pay, degree pay etc. Because the annual salary is divided by 2912 hours to compute a 24 hour worker's hourly wage, the "straight time" for these 12 hours has already been paid. The employee will therefore be compensated with the ½ portion of the base rate X the hours of FLSA overtime for each pay period.

Non-Work Status: An employee is considered not to be on normal work status for the following:

1. Unauthorized leave
2. Sick Leave
3. Extended Sick Leave
4. Suspension without pay
5. Emergency Leave
6. Leave of Absence
7. Leave without pay

Overtime hours will be compensated in accordance with the FLSA. Hours spent on normal work status will be counted toward the overtime calculation. Hours spent on non-work status will only be counted toward straight time.

SECTION 5. Members of the Prevention Section assigned to standby status on weekends or holidays shall be entitled to standby pay in the amount of \$50.00 per day while so assigned. In the event a member is called to duty while on standby status, he shall be compensated in accordance with Section 1 above and not receive the \$50.00 standby pay for that day.

ARTICLE 34

COMPENSATION AT SEPARATION

SECTION 1: An employee who resigns, retires or is dismissed, or dies in the line of duty is eligible and shall be compensated accordingly for all his accumulated overtime, compensatory time, holiday time, vacation, and sick time.

SECTION 2: Members of the bargaining unit agree to complete and submit to the City's Human Resources Office a Beneficiary Designation as to Final Wages and Benefits (BDFWB) found in the rear of the Collective Bargaining Agreement (CBA) in the event of a life change such as marriage, divorce, and/or in the event of the death of a beneficiary currently listed on the BDFWB form. The BDFWB form will be maintained in the member's Official Personnel File for record keeping purposes.

ARTICLE 35**DRUG FREE WORKPLACE ACT**

The Employer will implement and conform to Public Law 100-690 The Drug Free Workplace Act of 1988. In accordance with the Act, the Employer will:

- A. Publish and distribute to workers a policy prohibiting illegal drugs in the workplace;
- B. Provide each employee a copy of the above policy;
- C. Establish "drug free awareness programs" to inform employees about the dangers of drug use in performance of their jobs; the penalties for using them at work; and the availability of drug-counseling programs;
- D. Require employees to notify the employer if they are convicted of any drug related crime;
- E. Punish convicted employees for drug violations or require their successful completion of a drug rehabilitation program.

ARTICLE 36**WAIVER**

The parties acknowledge that during the negotiations which resulted in this Agreement, each had the unlimited right and opportunity to make demands and proposals with respect to all proper subjects of collective bargaining and that all such subjects have been discussed and negotiated upon and the agreements contained in this Agreement were arrived at after the free exercise of such rights and opportunities. Therefore, the Employer and the Union, for the life of this Agreement, each voluntarily and unqualifiedly waives the right and each agrees that the other shall not be obligated to further collectively bargain, with respect to any subject or matter not specifically referred to or covered in the Agreement, even though such subject or matter may not have been within the knowledge or contemplation of either or both of the parties at the time they negotiated or signed this Agreement.

ARTICLE 37**SUBSTANCE ABUSE POLICY**

The parties agree to the Substance Abuse Policy attached hereto as Exhibit "A" for Fiscal Year 2020-21.

ARTICLE 38

PENSION BENEFITS

Effective Pay Period Ending 2/20/2019 the employer agrees to pay fourteen percent (14%) of each employee's total actual paid gross salary to the Oklahoma Firefighters Retirement System the employee will be required to pay the remaining nine percent (9%) for a total of twenty three percent (23%), in accordance with Title 11 O.S. § 49-122.

ARTICLE 39

SAVINGS CLAUSE

SECTION 1. If any provision of this Agreement or the application thereof to any person or circumstance is held invalid, the invalidity shall not affect other provisions or applications of this Agreement which can be given effect without the invalid provision or application and, to this end, the provisions of this Agreement are severable.

SECTION 2. In the event of invalidation of any article or section both the Employer and the Union agree to meet for the purpose of arriving at a mutually satisfactory agreement for such article or section within thirty (30) days of said invalidation.

SECTION 3. It is understood that the foregoing is a complete understanding of all the terms and conditions of employment to be governed by this Agreement during the contract period and it cannot be altered in any manner, save by the complete written concurrence of the parties subscribing hereto.

SECTION 4. Any appendices to this Agreement shall be numbered, dated and signed by the Employer and the Union, and shall be subject to the provision of this Agreement unless the terms of said appendices specifically delete or change a provision of this Agreement; and all appendices shall become part of this Agreement as if specifically set forth herein.

SECTION 5. It is understood that all time limits found within this Agreement may be extended by mutual concurrence.

SECTION 6. This Agreement shall be binding upon the successors and assignees of the parties hereto during the term of this contract, and no provisions or terms of obligations herein contained shall be modified, altered or changed in any respect except by mutual agreement of the parties in writing.

ARTICLE 40

Disciplinary Action Involving the Administrative Review Board

SECTION 1. Disciplinary action, for just cause, shall be solely for the good of the service, as a minimum the following procedure shall be followed as set forth by this article.

SECTION 2. All complaints lodged against member(s) of the Fire Department will be investigated. The allegations will be reduced to writing and will be presented to the employee at the time of the investigation. If appropriate discipline is issued it will be done at the end of a completed investigation; the employee will receive copies of the disciplinary action at the time the disciplinary action is issued.

SECTION 3. The employer will notify the employee, of any disciplinary action above the level of informal oral counseling. If an employee as a result of an investigation is going to be referred to the Administrative Review Board (ARB) with the recommendation for discipline to the level of suspension without pay, demotion, or termination of employment; the recommendation shall have written documentation supporting the recommendation of suspension without pay, demotion or termination of employment. The employee shall receive an identical copy of all documentation supporting the recommendation to the ARB. An identical copy of the recommendation and all supporting documentation will be given to the union representative, at the employee's request only. This information will be presented to both parties at the conclusion of the investigation prior to the ARB meeting. The employee will be given the opportunity to speak to the ARB if they so choose, the employee may have union representation present at their request.

ARTICLE 41

DURATION OF AGREEMENT

THE AGREEMENT SHALL BECOME EFFECTIVE 12:01 A.M. July 1, ~~2021~~2022, and shall remain in full force and effect until midnight June 30, ~~2022~~2025.

IN WITNESS WHEREOF, the parties set their hands this ~~10~~28 day of ~~August~~
~~2020~~June 2022.

ATTEST:

THE CITY OF MIDWEST CITY, OKLAHOMA

City Clerk

Mayor

ATTEST:

MIDWEST CITY INTERNATIONAL
ASSOCIATION OF FIREFIGHTERS,
LOCAL #2066

Secretary

President

CORPORATE NEGOTIATOR
CITY OF MIDWEST CITY

Human Resources Director

APPROVED AS TO FORM AND LEGALITY this ~~10~~28 day of ~~August 2020~~June 2022.

City Attorney

MIDWEST CITY FIRE DEPARTMENT

EXHIBIT A

SUBSTANCE ABUSE TESTING POLICY

PURPOSE: City government provides a variety of public services. The employees of the City are its most valuable resource, since it is through their work that services are provided. When delivering services, the health and safety of the public and the employees are paramount.

Drug and alcohol abuse are serious problems which affect all segments of the community, including the workplace. Such abuse poses risks to members of the public and to City employees. Employees have the right to work in an alcohol- and drug-free environment. The public has the right to be free from the harmful effects of alcohol and drug abuse in the provision of public services. The policy of the City is to provide a safe work environment and to protect the public by ensuring a drug- and alcohol-free workplace.

This policy implements 49 CFR 30 (Federal Highway Administration or FHWA) requirements for drug and alcohol testing for Commercial Driver's License holders, 49 CFR 655 (Federal Transit Administration or FTA) rules for employees performing safety-sensitive work on CDL class vehicles, and the Oklahoma Workplace Drug and Alcohol Testing Act. **Any violation of this policy shall remove an applicant from consideration for employment and shall subject an employee to disciplinary action, up to and including termination.**

It is the City's policy to:

- A. Ensure that all city employees are not impaired in their ability to perform assigned duties in a safe, healthy and productive manner.
- B. Create a workplace environment free from the adverse effects of drug and alcohol abuse or misuse.
- C. Prohibit the unlawful manufacture, distribution, dispensing, possession or use of controlled substances.
- D. Encourage employees to seek professional assistance any time personal problems, including alcohol or drug abuse or misuse, adversely affect their ability to perform their assigned work duties.

This policy is designed to:

- A. Detect the use of prohibited drugs by urine or saliva testing.
- B. Detect the misuse of alcohol by breath testing.
- C. Deter the misuse of drugs and alcohol by providing education and training about the safety and health ramifications of substance abuse.

**Revised: 5/00
2/20**

This policy is intended to comply with all applicable federal and state regulations for prevention of prohibited drug and alcohol use as well as standards for drug and alcohol testing. The U.S. Department of Transportation (DOT) regulations are found in 49 CFR, Part 653 and Part 654, as amended, and 49 CFR, Part 40, as amended, and State of Oklahoma regulations are found in OAC 310:638 and Title 40 O.S. § 551 et seq.

Scope. All City employees are subject to the provisions of this policy, including employees who are required to have a current Commercial Driver's License (CDL) as a condition of employment. Employees performing safety-sensitive work on City vehicles (such as maintenance mechanics and their supervisors) are subject to the requirements of the FTA-specific CDL provisions of this policy.

STATEMENTS OF POLICY:

Treatment and Rehabilitation. The City of Midwest City is invested in its employees' health and welfare and realizes that members within the organization may develop an issue with drug and/or alcohol abuse. The City provides an Employee Assistance Program (EAP) for employees to reach out to, confidentially, if they determine that they need treatment or rehabilitation, as well as medical plan coverage for both inpatient and outpatient treatment. The Human Resources Director is the administrator of and contact for the EAP. When this opportunity is appropriately taken, the employee may use accrued leave for treatment and rehabilitation. Employees who believe they may have an alcohol or drug usage problem are encouraged and expected to voluntarily seek confidential assistance from the EAP. However, it is the policy of the City of Midwest City that these attempts be made prior to the failing of a drug or alcohol test. Once a test is failed and verified, it becomes a matter of employee misconduct and therefore subject to disciplinary action, up to and including termination.

Prohibitions. This policy prohibits the following:

- A. The unauthorized use, possession, manufacture, distribution or sale of an illegal drug, controlled substance or drug paraphernalia on City property or while on City business, or in City supplied vehicles, or during working hours.
- B. The unauthorized use, possession, manufacture, distribution or sale of

alcohol on City premises, or while on City business, or in City supplied vehicles, or during working hours.

- C. Storing any illegal drug, drug paraphernalia or any controlled substance whose use is unauthorized, or any container of alcohol, in or on City property (including vehicles). Unopened containers of alcohol in a private vehicle parked on City property shall not be a violation of this policy, provided all container seals and original packaging are intact and unbroken.
- D. Reporting to work, or working, while under the influence of illegal drugs or alcohol, whether on City premises or on City business, or in City vehicles.

**Revised: 5/00
2/20**

- E. Failing to notify the employee's supervisor, before beginning work, that the employee is taking medications or drugs which may interfere with the safe and effective performance of duties.
- F. Refusing to immediately submit to an alcohol or drug test when requested by a supervisor, in accordance with this policy.
- G. Failing to provide, by the next work day following a request, a valid prescription for any drug or medication identified when the results of a drug test are positive. If the employee is taking prescription drugs, the prescription **must** be in the employee's name.
- H. Refusing to submit to an inspection as described in the enforcement section of this policy when requested by a supervisor, in accordance with this policy.
- I. Failing to adhere to the requirements of any drug or alcohol treatment program in which the employee is enrolled: (a) as a condition of continued employment; or (b) pursuant to a written agreement between the City and the employee.
- J. Violating any criminal drug or alcohol statute while working, or conviction under any criminal drug statute.
- K. Failing to notify the City of any arrest or conviction under any criminal drug or alcohol statute by the next work day following the arrest or conviction.

Medical Marijuana: It is important to note that the Federal Government lists marijuana as an illegal drug. While medical marijuana may now be legal in Oklahoma, employees in safety-sensitive positions and employees in non-safety-sensitive positions who do not possess valid medical marijuana licenses should understand that it is a violation of the City's drug policy and procedure to test positive for THC in a post-accident, random, for-

cause, return to duty, or follow-up drug test. This also applies to pre-placement drug tests. An employee's status as a medical marijuana license holder shall not be taken into consideration by the City in the instance of a positive THC result for employees in safety-sensitive positions. Any City employee found to be in possession of, consuming, or under the influence of marijuana while working, representing the City, on City-related business, or while on or in City property shall be subject to disciplinary action, up to and including termination, for misconduct in violating this policy. "Under the influence" includes observable appearance, behavior and/or conduct. **New 2/20**

Safety-Sensitive Positions: Positions that are designated as "safety-sensitive" are exempt from medical marijuana protections. Safety-sensitive positions include those positions that the City reasonably believes affect the safety and health of others. As defined by statute, some safety-sensitive positions include, but are not limited to, positions that work with hazardous materials, operate vehicles or machinery, maintain equipment, work with utilities, prepare/handle food and/or medicine, carry a firearm, qualify as police/peace officers or firefighters, or care for patients or juveniles and children. Safety-sensitive designations shall be included in applicable job descriptions and vacancy postings. **New 2/20**

Managerial Responsibility for Enforcement. Risk Management and Human Resources shall be responsible for enforcement of this policy with the direct cooperation of departmental managers and supervisors. The City will provide training to all managers authorized to act under this policy in evaluating and working with substance abuse issues in the workplace.

Enforcement. When there is a reasonable suspicion to believe that an employee's job performance and/or behavior may be impaired by drugs or alcohol, the supervisor shall take the steps outlined in the "for-cause" testing section of this policy to address the situation. The employee may be directed to submit an alcohol/drug test and/or be subject to search of property in which the City maintains control or joint control with the employee.

Impairment. It is the responsibility of all City employees to report any behaviors of employees that indicate potential impairment by drugs or alcohol to their supervisor and/or manager. These reports shall be addressed by the supervisor and/or manager with urgency and in as much confidence as the specific circumstance allows.

Drug and Alcohol Testing. Testing under this policy generally means a urinalysis or oral fluid test for drug testing and an evidential breathalyzer test for alcohol testing, administered under approved conditions and procedures conducted for the sole purpose of detecting drugs and alcohol. Other methods are allowed by Oklahoma State Department of Health Rules OAC 310:638-1-4 for initial detection of the presence for drug and/or alcohol. Hair testing is also allowed for initial and confirmation drug testing. Saliva is also allowed for initial alcohol testing; additionally, blood testing is allowed for initial and confirmation testing for alcohol.

Revised: 5/00

2/20

Drug Testing by Urinalysis: The room where the sample is obtained must be private and secure. Documentation shall be maintained that the area has been searched and is free of any foreign substance. For all general employees, CDL holders and individuals tested under the reasonable suspicion or for-cause standard, no observer shall be present when the initial sample is collected. In the event that there is evidence that a sample has possibly been altered or adulterated by the donor (e.g., temperature outside the range of 32-37⁰ C/90-100⁰F) or that the sample is a substance other than urine, another specimen will be taken under the direct supervision of a collection site person of the same gender as the donor, and both specimens shall be forwarded to the testing facility for testing. Standard and lawful procedural actions shall be taken in all tests to ensure the sample is from the subject and was actually passed at the time noted on the record.

Each step in the collection and processing of the urine specimen shall be documented to establish procedural integrity and the chain-of-custody. Unless specifically noted, all testing will be done using SAMHSA procedures and threshold levels. Specimen samples shall be sealed and labeled. Samples shall be stored in a secure and refrigerated atmosphere. A large enough sample will be taken to allow for a second, follow-up test.

Drug Testing by Oral Fluid (saliva): Unlike urinalysis, the testing of saliva does not require the quarantine of a restroom. The donor is given an oral swab by the collector. This swab is placed inside the donor's mouth, under the tongue. When an adequate amount of saliva has been collected, the swab is then placed in transport tube by the donor and handed to the collector. As with urinalysis, each step in the collection and processing of the saliva specimen shall be documented to establish procedural integrity and the chain-of-custody. Specimen samples shall be sealed and labeled. A large enough sample will be taken for a second, follow-up test. **New 2/20**

Fraudulent Samples: Any employee providing false information about a urine, saliva or breath specimen or who attempts to contaminate such sample shall immediately be placed on administration leave (pending testing results) and be subject to discipline, up to and including termination. Any applicant providing false information about a urine, saliva or breath specimen or who attempts to contaminate such sample shall be removed from hiring consideration. **New 2/20**

Drug Test Classifications: Under this policy, and in accordance with state and federal law, there are different classifications of workplace drug and alcohol testing. The following describes each classification:

- I. **Pre-Employment Testing:** The City shall conduct post-offer, pre-employment testing examinations designed to prevent the hiring of individuals who use illegal drugs or abuse prescription drugs. All selected applicants for positions within the City, except for temporary employees, are required to

pass a post-offer, pre-employment drug and alcohol test prior to being hired. The test is a condition of employment and will be administered after a conditional offer of employment has been made and prior to any tentative start date. Applicants that hold a current CDL license will be required to submit to a DOT drug/alcohol test if the applicant is to perform or may perform job tasks that require the operation of CDL class vehicles. The test consists of the submittal of both a urine or saliva sample and a breath alcohol test at a facility under the direction and arrangement by the Human Resources Department.

Any applicant who fails or refuses to submit to such testing shall be denied employment. A confirmed positive test for illegal drugs or alcohol will exclude an applicant from being hired, regardless of position applied for. A confirmed positive test for THC will automatically exclude an applicant for a safety-sensitive position from being hired.

All applicants, except Police Officers and Firefighters, will be tested under the procedures contained in this policy which are consistent with the procedures for CDL holders. Pre-employment testing for prospective Police Officers and Firefighters will be done according to the drug and alcohol testing protocols and standards that are on file in the office at the State Police or Fire Pension System. Confirmation testing will be conducted using Gas Chromatography-Mass Spectrometry. The urine sample shall be retained for 12 months by proper storage method to allow for further testing if necessary.

- II. For-Cause Testing:** Title 40 O.S. § 554 states that a public employer may request or require an employee to undergo drug or alcohol testing at any time there is reasonable cause to believe that the employee may be under the influence of drugs or alcohol or has violated this policy, including, but not limited to, the following circumstances:
- A. When a reasonable suspicion exists that the employee or another person has sustained an injury, or property of the City has been damaged as a direct result of the employee's substance abuse;
 - B. Drugs or alcohol are found to be on or about the employee's person or in the employee's vicinity;
 - C. Conduct on the employee's part that suggests impairment or influence of drugs or alcohol;
 - D. A report of drug or alcohol use while at work or on duty;
 - E. Information that an employee has tampered with drug or alcohol testing at any time;
 - F. Negative performance patterns; or
 - G. Excessive or unexplained absenteeism or tardiness.

When a supervisor and/or manager notices or an employee reports noticing an employee exhibiting any of the above (or other suspicious) behaviors, the supervisor and/or manager shall not delay in addressing the situation. Upon

becoming aware of the situation, the supervisor shall:

- A. Observe the employee's behavior and speech;
- B. Temporarily suspend employee's involvement in any safety-sensitive activity;
- C. Keep the employee in the location under supervision;
- D. Document in writing the facts constituting cause;
- E. Communicate with management the concern;
- F. Contact Risk Management and report the concern;
- G. Obtain written statements from any reporting employees; and
- H. Maintain decorum and confidentiality for all parties involved.

Once the supervisor has established cause and Risk Management has been contacted:

- A. The employee shall be interviewed by both the supervisor and a witness, (minimum supervisor level), preferably from Risk Management.
- B. All parties involved with the interview of the employee shall be in full agreement that cause has been established.
- C. Upon the conclusion that cause exists, Risk Management shall communicate the situation to Human Resources and ensure that appropriate management has been notified.
- D. Risk Management shall immediately arrange for drug and alcohol testing of the employee.
- E. The employee is to remain under direct supervision once cause is established. They are to be visible at all times and NOT allowed to use the restroom or drink anything.
- F. The Risk Management representative shall take the employee directly to the testing facility.
- G. In the matter of for-cause testing, all substances allowed by law to be tested through urine or saliva sampling shall be tested for.
- H. The employee shall, in accordance with this policy, provide accurate contact information (a minimum of two (2) phone contacts) to both the testing facility AND Risk Management to ensure a Medical Review Officer (MRO) can contact the employee if need is established.

When the employee's test has been submitted, the following shall take place:

- A. The employee shall be placed on administrative leave, pending results.
- B. The results will be evaluated by the laboratory as stated in this policy.
- C. Any initial positives shall be forwarded to the MRO for evaluation.
- D. The MRO will contact the employee for an interview. The employee shall, in compliance with this policy, make themselves available to the MRO and shall cooperate with this process.
- E. The MRO then determines if there are any legitimate medical reasons for a positive test through the interview with the employee, review of the employee's medical records or a request that the employee be seen by a MRO approved physician.
- F. Once notified by the MRO, the employee has a right to request that the B

bottle of the original specimen be tested.

G. The MRO verifies results as negative, positive, refused, or cancelled.

The results of the drug test are communicated to Risk Management and by Risk Management to Human Resources. The employee will be notified by mail of the results as well. In the case of a negative result the employee shall be allowed to return to work, yet may be recommended to consult with the EAP Professional to address the behavior that originally constituted cause.

In the case of a confirmed positive, the employee shall remain on administrative leave. The employee shall be referred to a SAP for evaluation and determination of intervention level. In addition, as this is an issue of employee misconduct, the matter will be turned over to the Human Resources Director. The issue of discipline is addressed in the Discipline section of this policy.

III. Non-DOT Random: As a provision of this policy, as well as in accordance with DOT and pension system requirements, the City of Midwest City conducts random drug and alcohol testing. Throughout the calendar year, (at least quarterly), all City employees in safety-sensitive positions will be subject to such testing. These individuals include, but are not limited to, Police Officers and Firefighters, employees with drug interdiction responsibilities, employees authorized to carry firearms, employees engaged in activities which directly affect the safety of others, employees who drive city vehicles, employees working in direct contact with juveniles, jailors, and supervisors of the above enumerated employees. Ten (10%) percent of the total Police and Fire employees will be subject to random testing on an annual basis.

The selection process for random drug testing for the City of Midwest City is as follows:

- A. Safety-sensitive employees' names are kept and maintained on an Excel spreadsheet by department.
- B. An additional list is established for employees that are subject to DOT mandated drug and alcohol testing.
- C. Each list has the employees' names with a corresponding line number.
- D. Each drawing sample is inputted onto a random sequencing generator online and the sequence is generated. That sequence is immediately printed and becomes the drawing. Each drawing sample pulled from the computer has the date and time of the drawing. The printed random sequence shall remain with all documentation regarding the random test.
- E. The drawing sample is then compared to the spreadsheet and, depending on the department size, the pre-determined amount of numbers; from top down is what determines who the selected individuals shall be. For example, if department size determines that four people are to be tested, the first four numbers of the random sequence are the compared to the

spreadsheet. The name(s) coinciding with the selected number(s) is the selected person(s) and shall report for the drug and alcohol test.

- F. Upon the determination of the person(s) drawn, an equal amount of "alternate" number(s) will determine the alternate(s) for the primary drawing. These alternates shall be selected using the original random sequence list that determined the primary selectees.
- G. In the event that an employee that has been selected to submit for a test is not at work the day of the test, the pre-drawn alternate will report to the testing site instead. If both the primary and alternate selectees are absent the day of the test, the department head and designee shall submit written notification to the Risk Management office that the employee and alternate are/were absent at the time of testing. This must be done within 24 hours of the testing process.

How the testing works:

- A. Once notified of the test, the employee is to report directly to the test site immediately with their identification. If a manager has been notified in the morning that an employee is to report for a random drug and alcohol test in the afternoon, the employee shall NOT be notified until it is time to report for testing. Once the employee is notified, THEY MUST report to the testing site immediately.
- B. Employees ARE NOT allowed to stop anywhere along the way for ANY reason. An employee that does not follow this directive exactly will be in violation of this policy and subject to disciplinary action based on that violation.
- C. The selected employees are not allowed to bring any food or beverage to the testing site.
- D. Once at the testing site, the employee will not be allowed to leave the building for ANY reason including, but not limited to, to get an ID from their vehicle, smoke, or lock their vehicle, without being under the direct supervision of a certified testing agent or a member of Risk Management.
- E. Employees shall fill out the appropriate non-DOT form after signing in. Any contact information provided on the forms shall be ACCURATE and ACTIVE. In the event that a MRO needs to contact the employee, the employee must submit to that interview process as a condition of compliance with this policy.
- F. The employee(s) shall follow the directions and instructions of the testing facility personnel while submitting samples.
- G. *For Urine Testing:*
 - 1. Under initial testing, the employee will be allowed privacy when giving the sample. Direct supervision is not allowed.
 - 2. The employee must provide enough of a sample that the sample can be divided into two adequate samples.
 - 3. If the employee is unable to provide a sample at the time they report to the test site, they have two (2) hours from the time that they sign in to produce a sample. Not submitting a sample within that time period is

considered a failed test.

4. In the event the sample provided by the employee has been tampered with, i.e., temperature out of range, suds, discolored, etc., the sample will be deemed adulterated and the employee shall be required to submit a second sample.
 5. When submitting a second sample due to suspected adulteration, the sample will be provided under direct supervision of a same-gender tester. If one is not available at the test site, the employee shall be driven by Risk Management or their supervisor to a testing facility immediately.
- H. *For Oral Fluid Testing:*
1. The employee will be provided an oral swab by the collector to obtain the sample.
 2. The employee must keep the swab under their tongue long enough to obtain the adequate amount of saliva.
 3. The swab is then placed inside the transport tube and labeled by the collector.
- I. Breath alcohol testing results are provided to the employee at the time of testing.
- J. Drug testing results are generated at the laboratory and may take up to 48 hours to receive results.
- K. Any initial positives shall be forwarded to the MRO and a subsequent investigation will begin.
- L. Employees shall cooperate and be truthful with the MRO as a condition of this policy.
- M. Results of drug and alcohol testing are to be communicated to the employee by mail from the Human Resources Department.

IV. DOT Random Testing: Many City of Midwest City employees are holders of CDL licenses. In accordance with federal mandate, these licensees are subject to random DOT testing. DOT regulations require 25% of CDL drivers to be randomly tested each year. DOT random drug testing shall be conducted independently from non-DOT testing and on a different date.

- A. The random DOT drawing shall be conducted by establishing a spreadsheet of all CDL holders (where their job with the City requires or could potentially require the employee to operate a class of vehicle that requires the CDL), regardless of department.
- B. Of these employees a drawing of an adequate amount of employees to meet the 25% requirement will be drawn utilizing the method stated in the previous section of this policy.
- C. When the employee reports to the testing site, they will be required to complete the DOT testing form.
- D. DOT regulations require that drug testing be performed by urinalysis.
- E. Once a DOT sample has been taken, the sample is processed through a DOT certified laboratory.
- F. Initial positive results are processed as they are in non-DOT testing. A

MRO will contact the employee in the result of an initial positive.

- V. Post-Accident Testing:** In the event that an employee is involved in an accident while operating a city vehicle or while on City business, under specific criteria, employees in safety-sensitive positions and CDL drivers shall be required to submit to post-accident drug and alcohol testing. Employees who are not in safety-sensitive or CDL driver positions may be subject to post-accident drug and alcohol testing. Post-accident testing will be conducted in accordance with federal regulations for DOT operators or under the provisions of this policy for non-DOT operators/employees. The only exception is in the case where a suspicion of potential drug or alcohol use of the driver has been determined at the accident scene, at which point, the employee will be required to submit to a for-cause test.

The criteria for post-accident testing are as follows:

- A. Any accident that results in the loss of human life, regardless of issuance of citation.
- B. Any accident that results in the immediate need of medical treatment away from the scene in which the employee receives a citation.
- C. Any accident that results in the requirement of any vehicle to be towed from the scene and the employee receives a citation.
- D. In the event that the accident is under more extensive investigation to determine fault, the employee shall submit to post-accident testing.

If a City of Midwest City employee is in an automobile/equipment accident, Risk Management is to be notified immediately. Risk Management shall report to the accident scene to assist in the determination and subsequent facilitation of post-accident testing.

The employee involved in the accident is not allowed to leave the scene, unless emergency medical attention is required. If the above criteria are met, the employee will not be allowed to drive until the testing is completed and negative results verified. The supervisor and/or manager of the employee must find a substitute driver of the vehicle, if it is drivable, to assume that responsibility. The employee is to be driven to the testing facility immediately upon being released by investigating officers, by Risk Management or the employee's supervisor if Risk Management is unable to leave the scene. Employees ARE NOT allowed to be driven by any level below supervisor. The employee is to be taken directly to the facility. An employee refusing to submit to post-accident testing is considered to have failed the test and is subject to both the provisions of this policy and federal mandate.

In addition to the driver of a CDL vehicle, technicians who have worked on the CDL class vehicle and their immediate supervisors are subject to post-accident testing, provided that the potential cause of the accident was the failure of a recently repaired component(s). For example, a technician will be

tested if he/she had worked on a truck's brake system just prior to an accident and it is determined that a brake problem contributed to the accident.

- VI. Follow-up or Return to Work Testing:** When an employee has tested positive for drugs or alcohol during a random or post-accident test, the same provisions apply as for all employees in the section above on Discipline and/or Treatment/Rehabilitation. In addition, the following specific rules apply:
- A. Employees will be referred to a Substance Abuse Professional (SAP) as part of their return to work requirements.
 - B. The employee must comply with any recommended rehabilitation.
 - C. The employee must have a negative retest before being permitted to return to work.
 - D. Unannounced follow-up tests will be conducted at least 6 times within the first 12 months after an employee returns to work.
 - E. Testing may be extended for a period of up to 60 months after the return to work.
 - F. Any follow-up random testing will consist of an alcohol test and drug test.

Written acknowledgment will be required from the employee stating that he/she will be subject to random follow-up testing for a period not to exceed 60 months.

Failure to successfully complete a treatment process or to comply with the return to work standards shall be grounds for termination of employment.

Drugs Tested For: The laboratory shall test for the specific drug classes at levels that meet or exceed the limits hereafter set forth by the Oklahoma Workplace Drug and Alcohol Testing Act and Oklahoma State Health Department Regulations, OAC 310:638, as amended. All specimens identified as positive on the initial test shall be confirmed using gas chromatography-mass spectrometry or its equivalent as approved by the Commissioner of Health.

Samples will be collected and tested only by laboratories certified by the State Board of Health. The sample collection will be performed under reasonable and sanitary conditions with sufficient quantity for splitting into two specimens. This procedure allows for subsequent independent analysis in the event of a challenge of a confirmed positive test.

Individual privacy will be respected in the process of sample gathering. However, procedures will be followed to reasonably reduce the likelihood for substitutions or tampering.

The City has contracted with a reputable, qualified facility which ensures confidentiality of testing, maintains records of the chain of custody, provides the individual an opportunity to confidentially provide information that may affect the test results and follows procedures that ensure an individual an opportunity to obtain a confirmation test.

The City pays for all costs of testing, including confirmation tests. If the individual requests a retest in order to challenge a confirmed test, that individual pays the costs for retesting. Only if the retest reverses the original confirmed test is the City required to reimburse the individual for the retest costs.

Results of Drug Testing. The laboratory will review the results of the test and determine if the sample contains any illegal drug, or legal drug or alcohol at levels that would cause impairment or reveal its use in an illegal manner. The lab director will also review the medical history made available by the individual when a confirmed positive test could have resulted from a legally prescribed medication.

For all CDL holders, technicians and other City employees, the results shall be forwarded immediately to the designated Medical Review Officer (MRO) for further review. The Human Resources Department will send a copy of the drug testing results to the employee's home address or hold the results for the employee to pick up at his/her option.

Evaluation of Legal Drug Use. In the case of legal drug use that may affect an employee's ability to perform his/her job safely, the designated MRO shall require the individual to provide, by the next scheduled work day, a verification of a valid current prescription for the drug(s) identified. If the applicant tests positive for THC, the MRO will ask the applicant if they have a license and will refer the applicant to the Human Resources Director. The Human Resources Director, or designee, will make a copy of and verify the medical marijuana license. Applicants will be dropped from eligibility or the employee will be subject to disciplinary action when:

- A. Verification of a valid prescription is not provided;
- B. The prescription or license provided is not in the subject's name.
- C. In the case of medical marijuana, the relevant position has been designated as a safety-sensitive position.

Drug / Alcohol Test Failure: When there is a confirmed presence of any illegal drug or legal drug that has, in the opinion of the Lab Director/designated MRO, no reasonable explanation, the subject shall be deemed to have failed the test. The employee will be advised of the positive test result by the testing facility's MRO. The employee shall be afforded the opportunity to have the original urine/saliva sample retested. Retests must be requested within 72 hours after the notification of an initial positive test.

A laboratory representative or the MRO will contact the City and inform of the initial positive in the event there is no medical validation (valid prescription) for the class of drug the employee tested positive for. In the event that an employee tests positive for THC (marijuana), this result shall be reported to the City, regardless of the employee's status as a medical marijuana license holder. Once this notification has been made, the employee will be placed immediately on administration leave, pending re-test results, results of any investigation and/or disciplinary measures.

A re-test will be done by the original lab (at the City's expense), unless the employee wishes to pay for a re-test at a different laboratory. The second test must be done under SAMHSA procedures or, for a CDL holder, by a SAMHSA certified lab. If the subject

declines a re-test or a re-test confirms the results of the initial test, the Human Resources Director shall be notified and shall determine appropriate action. When there is the confirmed presence of alcohol (equal or greater to .02) the subject shall be deemed to have failed the test. When there is a confirmed presence of alcohol at the .02 level or greater, the employee is deemed to be unable to work safely and will be sent home for the remainder of his/her work shift. The employee shall take leave without pay. The employee will not be permitted to use sick leave, vacation leave, compensatory time or any other earned leave. The employee will return to work after a minimum period of 24 hours or upon the conclusion of any administrative investigation (whichever period is greater).

In the case of job applicants, the lab director or designated MRO shall notify the applicant of the positive test result. An opportunity to have the original urine/saliva sample retested at the applicant's expense shall be afforded. The applicant must request the re-test within 72 hours. If there is a confirmed positive test, the applicant shall be removed from eligibility for hire. In the event that an applicant tests positive for THC (marijuana), this result shall be reported to the City, regardless of the applicant's status as a medical marijuana license holder. Pre-employment test results for Firefighters or Police Officers will be forwarded directly to the applicable State Pension System. A copy will be sent to the Human Resources Director.

Refusal to Test: An employee that refuses to submit to drug and alcohol testing shall be considered to have failed the test and be subject to the same disciplinary action as testing positive for illegal drugs and/or alcohol. Several actions are considered a refusal to test in addition to a verbal refusal. They include, but are not limited to:

- A. Failing to appear in a timely manner for any test as directed to do so;
- B. Failing to remain at testing site until testing process is complete;
- C. Failing to provide a urine, saliva or breath sample for any test required by this policy;
- D. Failure to provide sufficient urine, saliva or breathe sample when directed, unless followed by a required medical evaluation resulting in an adequate medical explanation of the failure;
- E. Failure to undergo the required medical evaluation resulting from failure to provide a sufficient sample for testing ("shy bladder" or "shy lung" procedures);
- F. Failure to take a second test when directed to do so;
- G. Failure to cooperate with any part of the testing process;
- H. Providing a specimen that is verified as adulterated or substituted;
- I. Failure to permit the observation or monitoring while providing a urine sample. (Please note, tests conducted under direct supervision only occur in limited situations. The majority of specimens are provided in private.);
- J. Possessing or wearing a prosthetic or other device that could be used to interfere with the collection process; or
- K. Admitting to the collector or MRO that the specimen is adulterated or substituted.

Discipline. As with any issue of employee misconduct, an appropriate investigation and assessment of circumstances will be made. It is the policy of the City of Midwest City to

not tolerate the abuse of alcohol or drugs while in the workplace. Employees are provided the opportunity and support to address drug and alcohol abuse issues on a voluntary basis. The failing of a drug or alcohol test indicates the employee's unwillingness to adhere to the provisions of this policy. Disciplinary action, up to and including termination, shall be determined separately from any rehabilitation measures determined by the Substance Abuse Professional (SAP). The Human Resources Department is responsible for facilitating any investigation, interview, or Administrative Review Board (if necessary).

Negative Test Results. Employees who have been tested for drugs and alcohol, where no substance abuse was found, shall receive notice of such findings from the Human Resources Department. A copy of this notice will not be placed in their Human Resources file, unless requested by the employee. A record of the negative results shall be placed in a confidential folder in a separate, secured file maintained by the Human Resources Department.

In the case of job applicants, the Human Resources Department will be notified and the applicant is clear for hire in regard to drug and alcohol testing.

Confidentiality. Laboratory reports of positive test results shall not appear in an employee's general Human Resources folder. Information of this nature will be placed in a separate confidential medical folder that will be maintained by the Human Resources Department.

Incidents or circumstances that result in an employee submitting to a drug and alcohol test are confidential and shall be treated as such with the exception of the following:

- A. Positive reports or test results shall be disclosed to the department head only on a need-to-know basis.
- B. If disciplinary action has been determined to include any form of drug/alcohol surveillance through periodic random testing, the department head shall be informed of the parameters of that directive.
- C. Disclosures without patient consent, may also occur when
 1. the information is compelled by law or by judicial or administrative process;
 2. the information has been placed at issue in a formal dispute between the City of Midwest City and the employee;
 3. the information is to be used in administering an employee benefit plan such as for drug or alcohol treatment; or
 4. the information is needed by Human Resources for the diagnosis or treatment of the patient (employee) who is unable to authorize disclosure.

Record Retention Requirements. The City shall maintain all records related to drug and alcohol testing for each CDL holder in a secure location with controlled access. All documents sent by the laboratory or the collection site shall be kept.

Revised: 5-1-00

The following records shall be maintained for a minimum of five (5) years:

- A. Records of alcohol test results indicating an alcohol concentration of .02 or greater.
- B. Records of verified positive drug test results.
- C. Documentation of refusal to take required alcohol and/or drug tests.
- D. Evaluations and referrals.
- E. Copy of annual report.

Records related to alcohol and drug collection process and training shall be maintained for a minimum of two (2) years.

Records of negative and canceled drug test results and alcohol test results with a concentration of less than 0.02 shall be maintained for a minimum of one (1) year. No records containing driver information required by this policy will be released except as follows:

1. Upon written request of the employee;
2. Upon written authorization of the employee;
3. Records may be disclosed to a decision-maker in a lawsuit, grievance, or other proceeding initiated by or on behalf of the employee, including, but not limited to, a worker's compensation, unemployment compensation or other proceeding relating to a benefit sought by the employee.

Substance Abuse Professional: Regardless if the employee has failed a non-DOT or DOT drug and alcohol test, the employee will be referred to a Substance Abuse Professional (SAP). This is to occur, by law, regardless if employment is retained by the City of Midwest City.

The role of the SAP is to professionally evaluate the employee and make appropriate recommendations in regards to education, treatment, follow-up tests and aftercare. The SAP recommends the re-entry program and determines when a safety-sensitive employee can be returned to duty.

The City of Midwest City is not obligated, regardless of the SAP's recommendations, to return the employee to work.

Responsibilities of Employees

Employees are responsible to adhere to the provisions of this policy. In the event that an employee is having an issue with drug or alcohol abuse, they must utilize the resources available to them through the City prior to any drug/alcohol testing.

When an employee submits to any form of drug and alcohol testing, they shall provide valid contact information to the testing facility. It is the responsibility of the employee to provide correct and legible contact information. In the event that an employee has an initial positive result, the MRO must be able to reach the employee. Deliberately avoiding communication with the MRO convolutes this process and is subject to disciplinary action.

It is each employee's responsibility to determine from his/her healthcare provider whether or not any drug or substance the employee is taking would impair job performance. Job descriptions are available for the employee to provide to their healthcare provider to establish this and it is required that the employee communicate any possibility of impairment to their supervisor prior to beginning work.

It is also the responsibility of any employee who personally observes or has personal knowledge of another employee who is in a condition which impairs that employee's ability to perform his/her job duties or poses a hazard to the safety and welfare of him/herself, the public, other employees or equipment, to immediately report the incident to his/her immediate supervisor or any other supervisor in the employee's chain of command.

Revised:	5/00
Revised entire Article	9/01
	2/20

CITY OF MIDWEST CITY

EMPLOYEE ASSISTANCE PROGRAM

The City of Midwest City is aware that many personal or health problems can and do interfere with an employee's ability to perform his/her job. These problems may include abuse of alcohol or drugs.

Employees whose job performance problems are not related to a lack of skill and who do not respond satisfactorily to the usual disciplinary procedures are often in need of the attention of professionals. With proper treatment, many troubled employees can be restored to a satisfactory level of job performance.

To assist these troubled employees, the City offers an Employee Assistance Program (EAP) as part of the Health Benefits Program. Assessment, counseling, referral and follow-up are provided for employees whose personal or health problems are interfering with their job performance. The cost of such services are the responsibility of the employee. Some costs may be covered by the health benefits program and details of coverage may be obtained from the Human Resources Department. Also, the health benefits plan document provided to you gives details of coverage. The EAP can be accessed by an employee without a referral by a supervisor. In a self-referral, the employee contacts an EAP counselor directly.

The City's supervisors are responsible to confront an employee when they see changes in performance that suggest a substance abuse problem. The supervisor may suggest that the employee voluntarily seek help from the EAP or decide that the severity of the observed problem is such that an involuntary referral to the EAP is appropriate.

Informal referrals can take place at any time apart from or during the disciplinary process or if an employee confides in a supervisor that he/she is having problems of a substance abuse nature. In an informal referral, the supervisor will inform the employee of the benefits of the EAP and give the employee the needed information to contact a counselor. In an informal referral, the EAP counselor will not tell the supervisor whether the employee used the EAP and will not divulge any information to the supervisor about any visit with the employee.

Through a formal referral, the supervisor directs the employee to make use of the EAP. Failure to use the EAP may result in disciplinary action up to and including termination. In a formal referral, the supervisor or the Human Resources Director may contact an EAP counselor to discuss the employee's problem. The EAP counselor will ask the employee to sign a waiver allowing the counselor to call the supervisor or the Human Resources Director and tell him/her whether the employee saw the counselor and followed recommendations. No detailed information is revealed to the supervisor or the Human Resources Director.

Supervisors should not attempt to diagnose the nature of the employee's problem. However, they should be alert to changes in behavior that may signal a problem such as:

- ** absenteeism
- ** chronic lateness
- ** personality change
- ** decline in work quality
- ** unusual behavior

SUBORDINATION TO OTHER LAWS/REGULATIONS

All provisions of this policy are subordinate to all federal or state laws and regulations. Any changes in such rules or regulations shall be incorporated into this policy.

POLICY DISTRIBUTION

A substance abuse policy will be distributed to all current City employees and shall be included in the Human Resources Policies and Procedures Manual.

CONTACT PERSON:

Any questions about or assistance with any aspect of the Substance Abuse Policy should be directed to the Human Resources Director at 739-1235 during business hours or 405-508-4865 after hours, on weekends and holidays.

CBA Between Midwest City and IAFF Local 2066

Contract Year ~~2021/2022~~2022/2025

NEW: 8-1-96
Revised: 9/01
2/20

ADDENDUM A: 2021-2022 FIRE PAY SCALE

EFFECTIVE 07/01/2021 Applied 4.4% Across the Board Increase

New Rank of Assistant Fire Marshal; Fire Marshal Pay Matched to Shift Commander and Training Chief

FIREFIGHTER		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	
	ANNUAL	49,063.03	52,444.83	55,781.06	59,142.86	60,289.52	
	BI-WEEKLY	1,887.04	2,017.11	2,145.43	2,274.73	2,318.83	
	HOURLY	16.8486	18.0099	19.1556	20.3100	20.7038	
SR-FIREFIGHTER		STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6
	ANNUAL	63,651.32	67,000.51	70,348.58	73,697.78	77,524.10	81,350.43
	BI-WEEKLY	2,448.13	2,576.94	2,705.71	2,834.53	2,981.70	3,128.86
	HOURLY	21.8583	23.0084	24.1582	25.3083	26.6223	27.9363
SERGEANT		STEP 1	STEP 2	STEP 3	STEP 4		
	ANNUAL	79,407.41	81,582.87	83,758.32	87,540.15		
	BI-WEEKLY	3,054.13	3,137.80	3,221.47	3,366.93		
	HOURLY	27.2690	28.0161	28.7632	30.0619		
LIEUTENANT		STEP 1	STEP 2	STEP 3	STEP 4		
	ANNUAL	89,334.87	91,168.14	93,037.74	94,948.13		
	BI-WEEKLY	3,435.96	3,506.47	3,578.37	3,651.85		
	HOURLY	30.6782	31.3077	31.9498	32.6058		
CAPTAIN		STEP 1	STEP 2	STEP 3	STEP 4		
	ANNUAL	95,912.03	97,882.46	99,894.04	101,948.27		
	BI-WEEKLY	3,688.92	3,764.71	3,842.08	3,921.09		
	HOURLY	32.9368	33.6135	34.3043	35.0097		
MAJOR		STEP 1	STEP 2	STEP 3	STEP 4		
	ANNUAL	104,045.51	106,186.48	108,373.05	110,604.86		
	BI-WEEKLY	4,001.70	4,084.10	4,168.19	4,254.03		
	HOURLY	35.7299	36.4651	37.2160	37.9824		
SHIFT COMMANDER		STEP 1	STEP 2	STEP 3	STEP 4		
	ANNUAL	112,883.76	115,210.46	117,586.49	119,962.51		
	BI-WEEKLY	4,341.68	4,431.17	4,522.56	4,613.94		
	HOURLY	38.7650	39.5640	40.3800	41.1959		
TRAINING CHIEF		STEP 1	STEP 2	STEP 3	STEP 4		
	ANNUAL	112,883.76	115,210.46	117,586.49	119,962.51		
	BI-WEEKLY	4,341.68	4,431.17	4,522.56	4,613.94		

HOURLY	54.2710	55.3896	56.5320	57.6743
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FIRE

PREVENTION

	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
ANNUAL	85,650.16	87,859.45	89,868.01	91,876.32	95,909.09
BI-WEEKLY	3,294.24	3,379.21	3,456.46	3,533.70	3,688.81
HOURLY	41.1780	42.2401	43.2058	44.1713	46.1101

ASSISTANT

FIRE

MARSHAL

	STEP 1	STEP 2	STEP 3	STEP 4
ANNUAL	96030.71	97951.91	99910.35	101908.76
BI-WEEKLY	3693.49	3767.38	3842.71	3919.57
HOURLY	46.1686	47.0923	48.0338	48.9946

FIRE

MARSHAL

	STEP 1	STEP 2	STEP 3	STEP 4
ANNUAL	112,883.76	115,210.46	117,586.49	119,962.51
BI-WEEKLY	4,341.68	4,431.17	4,522.56	4,613.94
HOURLY	54.2710	55.3896	56.5320	57.6743

ADDENDUM A1: 2022-2023 FIRE PAY SCALE
EFFECTIVE 07/01/2022 Applied 6.0% Across the Board Increase

<u>FIREFIGHTER</u>		<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>	<u>STEP 5</u>	
	<u>ANNUAL</u>	<u>52,006.81</u>	<u>55,591.52</u>	<u>59,127.92</u>	<u>62,691.43</u>	<u>63,906.89</u>	
	<u>BI-WEEKLY</u>	<u>2,000.26</u>	<u>2,138.14</u>	<u>2,274.15</u>	<u>2,411.21</u>	<u>2,457.96</u>	
	<u>HOURLY</u>	<u>17.8595</u>	<u>19.0905</u>	<u>20.3049</u>	<u>21.5287</u>	<u>21.9460</u>	
<u>SR. FIREFIGHTER</u>		<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>	<u>STEP 5</u>	<u>STEP 6</u>
	<u>ANNUAL</u>	<u>67,470.40</u>	<u>71,020.54</u>	<u>74,569.49</u>	<u>78,119.65</u>	<u>82,175.55</u>	<u>86,231.46</u>
	<u>BI-WEEKLY</u>	<u>2,595.02</u>	<u>2,731.56</u>	<u>2,868.06</u>	<u>3,004.60</u>	<u>3,160.60</u>	<u>3,316.59</u>
	<u>HOURLY</u>	<u>23.1698</u>	<u>24.3889</u>	<u>25.6077</u>	<u>26.8268</u>	<u>28.2196</u>	<u>29.6125</u>
<u>SERGEANT</u>		<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>		
	<u>ANNUAL</u>	<u>84,171.85</u>	<u>86,477.84</u>	<u>88,783.82</u>	<u>92,792.56</u>		
	<u>BI-WEEKLY</u>	<u>3,237.38</u>	<u>3,326.07</u>	<u>3,414.76</u>	<u>3,568.94</u>		
	<u>HOURLY</u>	<u>28.9052</u>	<u>29.6971</u>	<u>30.4889</u>	<u>31.8656</u>		
<u>LIEUTENANT</u>		<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>		
	<u>ANNUAL</u>	<u>94,694.96</u>	<u>96,638.23</u>	<u>98,620.00</u>	<u>100,645.02</u>		
	<u>BI-WEEKLY</u>	<u>3,642.11</u>	<u>3,716.86</u>	<u>3,793.08</u>	<u>3,870.96</u>		
	<u>HOURLY</u>	<u>32.5189</u>	<u>33.1862</u>	<u>33.8668</u>	<u>34.5622</u>		
<u>CAPTAIN</u>		<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>		
	<u>ANNUAL</u>	<u>101,666.75</u>	<u>103,755.41</u>	<u>105,887.68</u>	<u>108,065.17</u>		
	<u>BI-WEEKLY</u>	<u>3,910.26</u>	<u>3,990.59</u>	<u>4,072.60</u>	<u>4,156.35</u>		
	<u>HOURLY</u>	<u>34.9130</u>	<u>35.6303</u>	<u>36.3625</u>	<u>37.1103</u>		
<u>MAJOR</u>		<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>		
	<u>ANNUAL</u>	<u>110,288.24</u>	<u>112,557.67</u>	<u>114,875.43</u>	<u>117,241.15</u>		
	<u>BI-WEEKLY</u>	<u>4,241.86</u>	<u>4,329.14</u>	<u>4,418.29</u>	<u>4,509.28</u>		
	<u>HOURLY</u>	<u>37.8737</u>	<u>38.6530</u>	<u>39.4490</u>	<u>40.2614</u>		
<u>SHIFT COMMANDER</u>		<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>		

<u>ANNUAL</u>	<u>119,656.79</u>	<u>122,123.09</u>	<u>124,641.68</u>	<u>127,160.26</u>
<u>BI-WEEKLY</u>	<u>4,602.18</u>	<u>4,697.04</u>	<u>4,793.91</u>	<u>4,890.78</u>
<u>HOURLY</u>	<u>41.0909</u>	<u>41.9379</u>	<u>42.8028</u>	<u>43.6677</u>

TRAINING CHIEF

	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>
<u>ANNUAL</u>	<u>119,656.79</u>	<u>122,123.09</u>	<u>124,641.68</u>	<u>127,160.26</u>
<u>BI-WEEKLY</u>	<u>4,602.18</u>	<u>4,697.04</u>	<u>4,793.91</u>	<u>4,890.78</u>
<u>HOURLY</u>	<u>57.5273</u>	<u>58.7130</u>	<u>59.9239</u>	<u>61.1347</u>

FIRE PREVENTION

	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>	<u>STEP 5</u>
<u>ANNUAL</u>	<u>90,789.17</u>	<u>93,131.02</u>	<u>95,260.09</u>	<u>97,388.90</u>	<u>101,663.64</u>
<u>BI-WEEKLY</u>	<u>3,491.89</u>	<u>3,581.96</u>	<u>3,663.85</u>	<u>3,745.73</u>	<u>3,910.14</u>
<u>HOURLY</u>	<u>43.6486</u>	<u>44.7745</u>	<u>45.7981</u>	<u>46.8216</u>	<u>48.8768</u>

ASSISTANT FIRE MARSHAL

	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>
<u>ANNUAL</u>	<u>101,792.55</u>	<u>103,829.02</u>	<u>105,904.97</u>	<u>108,023.29</u>
<u>BI-WEEKLY</u>	<u>3,915.10</u>	<u>3,993.42</u>	<u>4,073.27</u>	<u>4,154.74</u>
<u>HOURLY</u>	<u>48.9387</u>	<u>49.9178</u>	<u>50.9159</u>	<u>51.9343</u>

FIRE MARSHAL

	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>
<u>ANNUAL</u>	<u>119,656.79</u>	<u>122,123.09</u>	<u>124,641.68</u>	<u>127,160.26</u>
<u>BI-WEEKLY</u>	<u>4,602.18</u>	<u>4,697.04</u>	<u>4,793.91</u>	<u>4,890.78</u>
<u>HOURLY</u>	<u>57.5273</u>	<u>58.7130</u>	<u>59.9239</u>	<u>61.1347</u>

ADDENDUM A2: 2023-2025 FIRE PAY SCALE
EFFECTIVE 07/01/2023 Applied 3.0% Across the Board Increase

<u>FIREFIGHTER</u>		<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>	<u>STEP 5</u>	
	<u>ANNUAL</u>	<u>53,567.01</u>	<u>57,259.27</u>	<u>60,901.76</u>	<u>64,572.17</u>	<u>65,824.10</u>	
	<u>BI-WEEKLY</u>	<u>2,060.27</u>	<u>2,202.28</u>	<u>2,342.38</u>	<u>2,483.55</u>	<u>2,531.70</u>	
	<u>HOURLY</u>	<u>18.3953</u>	<u>19.6632</u>	<u>20.9141</u>	<u>22.1745</u>	<u>22.6044</u>	
<u>SR. FIREFIGHTER</u>		<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>	<u>STEP 5</u>	<u>STEP 6</u>
	<u>ANNUAL</u>	<u>69,494.51</u>	<u>73,151.16</u>	<u>76,806.57</u>	<u>80,463.24</u>	<u>84,640.82</u>	<u>88,818.40</u>
	<u>BI-WEEKLY</u>	<u>2,672.87</u>	<u>2,813.51</u>	<u>2,954.10</u>	<u>3,094.74</u>	<u>3,255.42</u>	<u>3,416.09</u>
	<u>HOURLY</u>	<u>23.8649</u>	<u>25.1206</u>	<u>26.3759</u>	<u>27.6316</u>	<u>29.0662</u>	<u>30.5008</u>
<u>SERGEANT</u>		<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>		
	<u>ANNUAL</u>	<u>86,697.01</u>	<u>89,072.18</u>	<u>91,447.33</u>	<u>95,576.34</u>		
	<u>BI-WEEKLY</u>	<u>3,334.50</u>	<u>3,425.85</u>	<u>3,517.21</u>	<u>3,676.01</u>		
	<u>HOURLY</u>	<u>29.7723</u>	<u>30.5880</u>	<u>31.4036</u>	<u>32.8215</u>		
<u>LIEUTENANT</u>		<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>		
	<u>ANNUAL</u>	<u>97,535.81</u>	<u>99,537.38</u>	<u>101,578.60</u>	<u>103,664.37</u>		
	<u>BI-WEEKLY</u>	<u>3,751.38</u>	<u>3,828.36</u>	<u>3,906.87</u>	<u>3,987.09</u>		
	<u>HOURLY</u>	<u>33.4944</u>	<u>34.1818</u>	<u>34.8828</u>	<u>35.5990</u>		
<u>CAPTAIN</u>		<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>		
	<u>ANNUAL</u>	<u>104,716.75</u>	<u>106,868.07</u>	<u>109,064.31</u>	<u>111,307.13</u>		
	<u>BI-WEEKLY</u>	<u>4,027.57</u>	<u>4,110.31</u>	<u>4,194.78</u>	<u>4,281.04</u>		
	<u>HOURLY</u>	<u>35.9604</u>	<u>36.6992</u>	<u>37.4534</u>	<u>38.2236</u>		
<u>MAJOR</u>		<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>		
	<u>ANNUAL</u>	<u>113,596.89</u>	<u>115,934.40</u>	<u>118,321.69</u>	<u>120,758.38</u>		
	<u>BI-WEEKLY</u>	<u>4,369.11</u>	<u>4,459.02</u>	<u>4,550.83</u>	<u>4,644.55</u>		
	<u>HOURLY</u>	<u>39.0099</u>	<u>39.8126</u>	<u>40.6324</u>	<u>41.4692</u>		
<u>SHIFT COMMANDER</u>		<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>		

<u>ANNUAL</u>	<u>123,246.49</u>	<u>125,786.78</u>	<u>128,380.93</u>	<u>130,975.07</u>
<u>BI-WEEKLY</u>	<u>4,740.25</u>	<u>4,837.95</u>	<u>4,937.73</u>	<u>5,037.50</u>
<u>HOURLY</u>	<u>42.3237</u>	<u>43.1960</u>	<u>44.0869</u>	<u>44.9777</u>

TRAINING CHIEF

	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>
<u>ANNUAL</u>	<u>123,246.49</u>	<u>125,786.78</u>	<u>128,380.93</u>	<u>130,975.07</u>
<u>BI-WEEKLY</u>	<u>4,740.25</u>	<u>4,837.95</u>	<u>4,937.73</u>	<u>5,037.50</u>
<u>HOURLY</u>	<u>59.2531</u>	<u>60.4744</u>	<u>61.7216</u>	<u>62.9688</u>

FIRE PREVENTION

	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>	<u>STEP 5</u>
<u>ANNUAL</u>	<u>93,512.85</u>	<u>95,924.95</u>	<u>98,117.89</u>	<u>100,310.57</u>	<u>104,713.55</u>
<u>BI-WEEKLY</u>	<u>3,596.65</u>	<u>3,689.42</u>	<u>3,773.77</u>	<u>3,858.10</u>	<u>4,027.44</u>
<u>HOURLY</u>	<u>44.9581</u>	<u>46.1178</u>	<u>47.1721</u>	<u>48.2262</u>	<u>50.3431</u>

ASSISTANT FIRE MARSHAL

	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>
<u>ANNUAL</u>	<u>104,846.33</u>	<u>106,943.89</u>	<u>109,082.12</u>	<u>111,263.99</u>
<u>BI-WEEKLY</u>	<u>4,032.55</u>	<u>4,113.23</u>	<u>4,195.47</u>	<u>4,279.38</u>
<u>HOURLY</u>	<u>50.4069</u>	<u>51.4153</u>	<u>52.4433</u>	<u>53.4923</u>

FIRE MARSHAL

	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>
<u>ANNUAL</u>	<u>123,246.49</u>	<u>125,786.78</u>	<u>128,380.93</u>	<u>130,975.07</u>
<u>BI-WEEKLY</u>	<u>4,740.25</u>	<u>4,837.95</u>	<u>4,937.73</u>	<u>5,037.50</u>
<u>HOURLY</u>	<u>59.2531</u>	<u>60.4744</u>	<u>61.7216</u>	<u>62.9688</u>



Collective Bargaining Agreement
Local 2066 / City of Midwest City



Grievance Form

Name of Grievant:		Date of Incident:	
Rank:	Date Grievant Aware of Incident:		
Please complete a narrative with the facts supporting the grievance (attach additional pages if needed):			
Please specify the article(s) and section(s) of the contract believed to be violated:			

Please note the resolution requested:			
Grievant Signature:		Date:	
Step one (1) of the grievance process is to discuss the grievance with the employee's immediate supervisor, the immediate supervisor shall respond within six (6) days of discussing the grievance with his/her employee in writing. If not resolved the employee can submit the grievance to the Fire Chief.			
Immediate Supervisor	Date discussed w/ Emp.	Date of written response	
Step two (2) if the grievance is not resolved in step 1 above, the employee has the right to submit his/her grievance in writing within six (6) calendar days citing the CBA article violation, and remedy request to the Fire Chief; who then has six calendar days to respond in writing.			
Fire Chief:	Date Submitted to Fire Chief:	Date of the Fire Chief's Response:	
Filed by:	<input type="checkbox"/> Local 2066	<input type="checkbox"/> Grievant	
Step three (3) if the grievance is not resolved in step 2, the grievance shall be submitted to the Labor Relations Officer in writing within six (6) calendar days. The LRO has ten (10) days to meet with the Union and Fire Chief to discuss the grievance. The LRO then has six (6) calendar days to respond in writing to the employee.			
Labor Relations Officer:	Date Submitted to LRO:	Date of the LRO's Response:	
Step four (4) if the grievance is not resolved in step 3, the employee has the right to submit his/her grievance to the City Manager in writing within six (6) days. The City Manager has six (6) calendar days to respond in writing to the employee. If the grievance is not settled in this step the union or the City can by mutual agreement ask or for Mediation; if not resolved through Mediation then the union can submit the grievance for impartial arbitration in accordance with Article 15 of the CBA.			
City Manager:	Date Submitted to City Manager:	Date of the City Manager's Response:	
Please note in this section any information pertinent to the resolution of the grievance (i.e. agreements to change hearing dates or time limitations):			

Attach additional pages if needed

The City of Midwest City

BENEFICIARY DESIGNATION AS TO FINAL WAGES AND BENEFITS FORM

I understand that Oklahoma State law Title 40 Stat. §165.3a and Title 62 Stat. §304.2 allow me the option of designating a beneficiary to receive my final wages and termination pay in the event of my death while still gainfully employed by the City of Midwest City. If I do not designate a beneficiary and keep the beneficiary current, and die while still gainfully employed by the City of Midwest City, not more than Three Thousand Dollars (\$3,000.00) of my final wages and termination pay will be paid to my surviving spouse, or dependent child(ren), as allowed by state law and the remainder will be paid to my estate.

I understand that I can change or cancel my beneficiary designation at any time. I further understand that it is my sole responsibility to change my beneficiary designation when a life event occurs in my life such as marriage, divorce or death of a beneficiary currently listed on this form. The City is not responsible if the form is not correct or current.

			<u>Percentage</u>
I designate: _____			_____ %
Print Name	Relationship		

Address	City & St.	Zip Code	

Print Name _____			_____ %
Print Name	Relationship		

Address	City & St.	Zip Code	

Print Name _____			_____ %
Print Name	Relationship		

Address	City & St.	Zip Code	

As my beneficiary(ies) the individuals listed above shall receive my final wages and termination pay as designated above, in the event of my death while gainfully employed by the City. In the event any of the above designated beneficiary(ies) should predecease me, or has been divorced from me prior to my death, I designate the following person as my contingent beneficiary to receive that designated percentage of my final wages and termination pay in the event of my death while still gainfully employed by the City.

CBA Between Midwest City and IAFF Local 2066

Contract Year ~~2021/2022~~2022/2025

I designate _____ as my contingent beneficiary.
Print Name Relationship

Address City & St. Zip

_____ I decline to designate a beneficiary with respect to my final wages and termination pay.

Print Name

Employee Signature Date



Information Technology
100 N. Midwest Boulevard
Midwest City, OK 73110
Office 405.739.1374
Fax 405.869.8602

MEMORANDUM

TO: Honorable Mayor and Council

FROM: Allen Stephenson, Information Technology Director

DATE: June 11, 2024

SUBJECT: Discussion, consideration, and any possible action of approving renewing contracts without modifications for FY 2024-2025 with Azteca Systems, LLC for Cityworks maintenance in the amount of \$178,231.20 and Central Square for Naviline maintenance in the amount of \$122,730.54.

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 available in the city clerk's office for your convenience.

Sincerely,

Allen Stephenson, Information Technology Director



Contact Information

Contact Name:	Allen Stephenson	Prepared By Name:	Kristi Ross
Customer:	Midwest City (OK), City of	Prepared By Phone:	(916) 294-2234
Contact Address:	Community Development 100 N Midwest Blvd Midwest City, OK 73110	Prepared By Email:	kristi_ross@trimble.com

Quote Lines

Product Name	Quantity	Net Unit Price
AMS ELA Premium	1.00	USD 89,115.60
Respond - AMS	1.00	USD 0.00
Mobile Native Apps (iOS/Android) - AMS	1.00	USD 0.00
Storeroom	1.00	USD 0.00
Equipment Checkout	1.00	USD 0.00
Contracts	1.00	USD 0.00
Cityworks for Excel	1.00	USD 0.00
Cityworks Analytics - AMS	1.00	USD 0.00
eURL - AMS	1.00	USD 0.00
Operational Insights	1.00	USD 0.00
Workload - AMS	1.00	USD 0.00
Web Hooks - AMS	1.00	USD 0.00
CCTV Interface for PACP	1.00	USD 0.00
Pavement Management	1.00	USD 0.00
Service Request API	1.00	USD 0.00
Citizen Engagement API	1.00	USD 0.00
Work Order API - Basic	1.00	USD 0.00
Work Order API - Extended	1.00	USD 0.00
Inspection API	1.00	USD 0.00
Metrics API	1.00	USD 0.00
Storeroom API	1.00	USD 0.00
PLL ELA Premium	1.00	USD 89,115.60
Respond - PLL	1.00	USD 0.00
Mobile Native Apps (iOS/Android) - PLL	1.00	USD 0.00

Product Name	Quantity	Net Unit Price
eURL - PLL	1.00	USD 0.00
Public Access - PLL	1.00	USD 0.00
Cityworks Analytics - PLL	1.00	USD 0.00
PLL Public Access API	1.00	USD 0.00
Case API - Basic	1.00	USD 0.00
Case API - Extended	1.00	USD 0.00
TOTAL:		USD 178,231.20

Maintenance Start Date: 7/1/2024 Maintenance End Date: 6/30/2025

Quote Notes:

Terms and Conditions

Payment Terms

Payment due within 30 days

IF YOUR ORGANIZATION REQUIRES A PURCHASE ORDER, PLEASE CONTACT YOUR FINANCE DEPARTMENT TO BEGIN THE APPROVAL PROCESS TO AVOID PAYMENT DELAYS.

All quotations are valid for ninety-days (90) from the date above, unless otherwise stated in this quotation form. All prices quoted are in USD, unless specifically provided otherwise, above. These prices and terms are valid only for items purchased for use and delivery for the Customers listed above.

Unless otherwise referenced, this quotation is for the Cityworks software products referenced above only. Pricing for implementation services (installation, configuration, training, etc.), or other software applications is provided separately and upon request.

The procurement, installation and administration of the Esri software or any other third-party software utilized in conjunction with Cityworks will be the responsibility of the Customer.

For "on-prem" installations, the procurement, installation and administration of the RDBMS utilized in conjunction with Cityworks will be the responsibility of the Customer. Currently, Cityworks supports Oracle and SQL Server. The procurement, installation and administration of the infrastructure (hardware and networking) utilized in conjunction with Cityworks will be the responsibility of the Customer.

This quotation and the pricing information herein is confidential and proprietary and may not be copied or released other than for the express purpose of the current system Software and Product selection and purchase. This information may not be given to outside parties or used for any other purpose without written consent from Azteca Systems, LLC or unless otherwise specifically permitted by law. If a "public access" or similar request is made, Customer, shall notify Azteca Systems, prior to any disclosure.

Software Licensing

All Azteca Systems software offered in this quotation are commercial off-the-shelf (COTS) software developed at private expense, and is subject to the terms and conditions of the signed "Cityworks Software License and Maintenance Agreement" ("Agreement") and any and all addendums or amendments thereto. A fully executed copy of the Agreement and any addendum(s) is required before delivery and installation and usage of the software is subject to the terms of the current license agreement.

The terms and conditions of the executed Cityworks Software License Agreement apply to this Quote unless otherwise specifically stated herein. Any additional or conflicting terms set forth in any purchase orders, invoices, or other standard form documents exchanged during the ordering process, other than product descriptions, quantities, pricing, and dates are void and of no effect.

Delivery method is by way of download through Azteca Systems, LLC. customer support web portal.

Taxes

Prices quoted do not include any applicable state, sales, local, or use taxes unless so stated. In preparing your budget and/or Purchase Order, please allow for any applicable taxes, including, sales, state, local or use taxes as necessary. Azteca Systems reserves the right to collect any applicable sales, use or other taxes tax assessed by or as required by law. Azteca Systems reserves the right to add any applicable tax to the invoice, unless proof with the order is shown that your organization or entity is tax exempt or if it pays any applicable tax directly.

International Customers

These items are controlled by the U.S. government and authorized for export only to the country of ultimate destination for use by the ultimate consignee or end-user(s) herein identified. They may not be resold, transferred, or otherwise disposed of, to any other country or to any person other than the authorized ultimate consignee or end-user(s), either in their original form or after being incorporated into other items, without first obtaining approval from the U.S. government or as otherwise authorized by U.S. law and regulations.

Your signature indicates your acceptance of this Quote, and that you have read and accepted the Terms and Conditions set forth above.

Accepted by:

Title

_____/_____/_____
Date

Renewal Order #: Q-177284
Start Date: July 1, 2024
End Date: June 30, 2025
Billing Frequency: Monthly
Subsidiary: Superior, LLC**Renewal Order prepared for:**
Matthew Schratwieser, Datacenter Administrator
Midwest City Municipal Auth.
100 North Midwest Blvd.
Midwest City, OK 73110
(405) 869-8684

Thank you for your continued business. We at CentralSquare appreciate and value our relationship and look forward to serving you in the future. CentralSquare provides software that powers over 8,000 communities. More information about all of our products can be found at www.centralsquare.com.

WHAT SOFTWARE IS INCLUDED?

	PRODUCT NAME	QUANTITY	TOTAL
1.	CentralSquare Payments Annual Subscription Fee	1	0.00 USD
2.	Cognos BI: Administrator	1	0.00 USD
3.	Fusion - Subscription	1	0.00 USD
4.	Horizon Cloud for NaviLine	1	121,668.37 USD
5.	Modifications	32	0.00 USD
6.	NaviLine Accounts Receivable	1	0.00 USD
7.	NaviLine Building Permits	1	0.00 USD
8.	NaviLine Business Licenses	1	0.00 USD
9.	NaviLine Cash Receipts	1	0.00 USD
10.	NaviLine Cash Receipts	1	0.00 USD
11.	NaviLine Click2Gov3 Accounts Receivable & Loans Annual Access Fee	1	852.98 USD
12.	NaviLine Click2Gov3 Core	1	0.00 USD
13.	NaviLine Click2Gov3 Customer Information System	1	0.00 USD
14.	NaviLine Cloud Test Environment	1	0.00 USD
15.	NaviLine Customer Information System	1	0.00 USD
16.	NaviLine Document Management Services	1	0.00 USD
17.	NaviLine Fixed Assets	1	0.00 USD
18.	NaviLine GMBA w/Extended Reporting	1	0.00 USD
19.	NaviLine Land/Parcel Mgmt	1	0.00 USD

20.	NaviLine Land/Parcel Mgmt	1	0.00 USD
21.	NaviLine Payroll/Personnel	1	0.00 USD
22.	NaviLine Purchasing/Inventory	1	0.00 USD
23.	NaviLine Time & Attendance Interface-Generic	1	0.00 USD
24.	NaviLine User Interface	1	0.00 USD
25.	NaviLine Web Enablement Annual Maintenance Fee	1	209.19 USD
26.	NaviLine Work Orders/Facility Management	1	0.00 USD

WHAT SERVICES ARE INCLUDED?

	DESCRIPTION	TOTAL
1.	Horizon Cloud for Naviline Cloud Setup Fee	0.00 USD
2.	NaviLine Click2Gov3 Core Cloud Setup Fee	0.00 USD
3.	NaviLine Cloud Test Environment Cloud Setup Fee	0.00 USD
Renewal Order Total:		122,730.54 USD

Billing Information

This is not an invoice. Prices shown do not include any taxes that may apply. Any such taxes are the responsibility of the Customer.

For customers based in the United States or Canada, any applicable taxes will be determined based on the laws and regulations of the taxing authority(ies) governing the Ship To location provided by the Customer on the Renewal Order Form.

Please note that the Total Price shown above has been rounded to the nearest two decimal places for display purposes only. The actual price may include as many as five decimal places. For example, an actual price of \$21.37656 will be shown as a Total Price of \$21.38. The Total for this quote has been calculated using the actual prices for the product and/or service, rather than the Total Price displayed above.



**Engineering and
Construction Services**
100 N Midwest Boulevard
Midwest City, OK 73110
Office 405.739.1220

To: Honorable Mayor and Council

From: Patrick Menefee, P.E., City Engineer

Date: June 11th, 2024

Subject: Discussion, consideration, and possible action of making a matter of record Permit No. SL000055240237 from the State Department of Environmental Quality for the O'Reilly's sewer line extension located at 9809 S.E. 15th, Midwest City, Oklahoma.

Enclosed is Permit No. SL000055240237 for the construction of 600 linear feet of eight (8) inch PVC sanitary sewer water line to serve the O'Reilly's located at 9809 S.E. 15th, Midwest City, Oklahoma.

Patrick Menefee, P.E.,
City Engineer
Attachment

May 16, 2024

Mr. Tim Lyon, City Manager
City of Midwest City
100 North Midwest Boulevard
Midwest City, Oklahoma 73110

Re: Permit No. SL000055240237
O'reilly Employees
Facility No. 1020806

Dear Mr. Lyon:

Enclosed is Permit No. SL000055240237 for the construction of 600 linear feet of eight (8) inch PVC sanitary sewer line and all appurtenances to serve the O'reilly Employees, Oklahoma County, Oklahoma.

The project authorized by this permit should be constructed in accordance with the plans approved by this Department on May 16, 2024. Any deviations from the approved plans and specifications affecting capacity, flow or operation of units must be approved, in writing, by the Department before changes are made.

Receipt of this permit should be noted in the minutes of the next regular meeting of the City of Midwest City, after which it should be made a matter of permanent record.

We are returning one (1) set of the approved plans to you, one (1) set to your engineer and retaining one (1) set for our files.

Respectfully,



D. Adam Divine, P.E.
Construction Permit Section
Water Quality Division

AD/RC/md

c: Jared Davis, P.E., OWN Engineering

PERMIT No. SL000055240237

SEWER LINES

FACILITY No. 1020806

PERMIT TO CONSTRUCT

May 16, 2024

Pursuant to O.S. 27A 2-6-304, the City of Midwest City is hereby granted this Tier I Permit to construct 600 linear feet of eight (8) inch PVC sanitary sewer line and all appurtenances to serve the O'reilly Employees, located in Section 1, T-11-N, R-1-W, Oklahoma County, Oklahoma, in accordance with the plans approved May 16, 2024.

By acceptance of this permit, the permittee agrees to operate and maintain the facilities in accordance with the "Oklahoma Pollutant Discharge Elimination System Standards - OPDES" (OAC 252:606) rules and to comply with the state certification laws, Title 59, Section 1101-1116 O.S. and the rules and regulations adopted thereunder regarding the requirements for certified operators.

This permit is issued subject to the following provisions and conditions.

- 1) That the recipient of the permit is responsible that the project receives supervision and inspection by competent and qualified personnel.
- 2) That construction of all phases of the project will be started within one year of the date of approval or the phases not under construction will be resubmitted for approval as a new project.
- 3) That no significant information necessary for a proper evaluation of the project has been omitted or no invalid information has been presented in applying for the permit.
- 4) That wherever water and sewer lines are constructed with spacing of 10 feet or less, sanitary protection will be provided in accordance with OAC 252:656-5-4(c)(3) of the standards for Water Pollution Control Facility Construction.
- 5) That tests will be conducted as necessary to ensure that the construction of the sewer lines will prevent excessive infiltration and that the leakage will not exceed 10 gallons per inch of pipe diameter per mile per day.
- 6) That the Oklahoma Department of Environmental Quality shall be kept informed of occurrences which may affect the eventual performance of the works or that will unduly delay the progress of the project.
- 7) That the permittee will take steps to assure that the connection of house services to the sewers is done in such a manner that the functioning of the sewers will not be impaired and that earth and ground water will be excluded from the sewers when the connection is completed.
- 8) That any deviations from approved plans or specifications affecting capacity, flow or operation of units must be approved by the Department before any such deviations are made in the construction of this project.

PERMIT No. SL000055240237

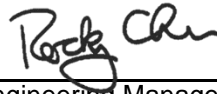
SEWER LINES

FACILITY No. 1020806

PERMIT TO CONSTRUCT

- 9) That any notations or changes recorded on the official set of plans and specifications in the Oklahoma Department of Environmental Quality files shall be part of the plans as approved.
- 10) That the recipient of the permit is responsible for the continued operation and maintenance of these facilities in accordance with rules and regulations adopted by the Environmental Quality Board, and that this Department will be notified in writing of any sale or transfer of ownership of these facilities.
- 11) The issuance of this permit does not relieve the responsible parties of any obligations or liabilities which the permittee may be under pursuant to prior enforcement action taken by the Department.
- 12) That the permittee is required to inform the developer/builder that a DEQ Storm Water Construction Permit is required for a construction site that will disturb one (1) acre or more in accordance with OPDES, 27A O.S. 2-6-201 *et. seq.* For information or a copy of the GENERAL PERMIT (OKR10) FOR STORM WATER DISCHARGES FROM CONSTRUCTION ACTIVITIES, Notice of Intent (NOI) form, Notice of Termination (NOT) form, or guidance on preparation of a Pollution Prevention Plan, contact the Storm Water Unit of the Water Quality Division at P.O. Box 1677, Oklahoma City, OK 73101-1677 or by phone at (405) 702-8100.
- 13) That all manholes shall be constructed in accordance with the standards for Water Pollution Control Facility Construction (OAC 252:656-5-3), as adopted by the Oklahoma Department of Environmental Quality.
- 14) That when it is impossible to obtain proper horizontal and vertical separation as stipulated in Water Pollution Control Facility Construction OAC 252:656-5-4(c)(1) and OAC 252:656-5-4(c)(2), respectively, the sewer shall be designed and constructed equal to water pipe, and shall be pressure tested using the ASTM air test procedure with no detectable leakage prior to backfilling, in accordance with the standards for Water Pollution Control Facility Construction OAC 252:656-5-4(c)(3).

Failure to appeal the conditions of this permit in writing within 30 days from the date of issue will constitute acceptance of the permit and all conditions and provisions.



Rocky Chen, P.E., Engineering Manager, Construction Permit Section
Water Quality Division

AD



City Manager's Office
tlyon@midwestcityok.org
100 N. Midwest Blvd,
Midwest City, Oklahoma 73110
O: 405-739-1201
www.midwestcityok.org

MEMORANDUM


TO: Honorable Mayor and Council

FROM: Tim Lyon, City Manager

DATE: June 11, 2024

SUBJECT: Discussion, consideration, and possible action of passing and approving a resolution of the City of Midwest City nominating Richard "Troy" Bradley as a candidate to fill the Trustee-at-Large position on the board of trustees of the Oklahoma Municipal Retirement Fund (OkMRF) representing all OkMRF members for a five year term beginning October 1, 2024, through October 1, 2029.

Staff recommends that the attached resolution be passed authorizing the nomination of Richard "Troy" Bradley to serve a five (5) year term on the Board of Trustees for the Oklahoma Municipal Retirement Fund (OkMRF) as the Trustee-at-Large from October 1, 2024, through October 1, 2029.



Tim L. Lyon, City Manager

RESOLUTION NO. 2024 - _____

A RESOLUTION OF THE CITY OF MIDWEST CITY NOMINATING RICHARD “TROY” BRADLEY AS A CANDIDATE TO FILL AN OPEN POSITION ON THE BOARD OF TRUSTEES OF THE OKLAHOMA MUNICIPAL RETIREMENT FUND (OkMRF) AS THE TRUSTEE-AT-LARGE FOR A FIVE-YEAR TERM BEGINNING OCTOBER 1, 2024, THROUGH OCTOBER 1, 2029.

WHEREAS, The Oklahoma Municipal Retirement Fund Executive Director/CEO, Jodi Cox, has notified all participating employers that the five-year at-large term on the Board of Trustees is expiring September 30, 2024; and

WHEREAS, OkMRF is governed by a Board of Trustees who are nominated and elected by member cities, towns and municipal agencies.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Midwest City, that they do hereby nominate Richard “Troy” Bradley, for election to the OkMRF Board of Trustees.

*****END*****

The undersigned hereby certify that the foregoing Resolution was duly adopted and approved by the Mayor and City Council of the City of Midwest City, Oklahoma, on the 11th day of June, 2024.

CITY OF MIDWEST CITY, OKLAHOMA

MATTHEW D. DUKES II, Mayor

ATTEST:

SARA HANCOCK, City Clerk



**Engineering and
Construction Services**
100 N Midwest Boulevard
Midwest City, OK 73110
Office 405.739.1220

TO : Honorable Mayor and Council

FROM : Randall Fryar, Chief Building Official

DATE : June 11, 2024

SUBJECT : Discussion and consideration, and possible action of appointing Alan Clark to a three-year term for the City of Midwest City Builder's Advisory Board.

In accordance with Sec. 9-116 of the Municipal Code, the Builder's Advisory Board consists of seven (7) members (Ownership, operation, or involvement in the building, construction or development business with the city shall also qualify one (1) to serve on the board.). The board members shall be appointed by the Mayor and approved by the City Council for terms of three (3) years, and each shall serve until his successor is appointed and qualified, unless sooner proved for cause.

The Builder's Advisory Board acts in an advisory capacity to the Mayor and City Council as regards building codes, construction, development requirements, and related matters of interest to the City. The Builder's Advisory Board shall meet at such times as meetings are called. The next meeting is scheduled for September 25, 2024.

Mr. Clark is a long-standing board member involved in Midwest City development for the past 46 years and is also a board member for The First National Bank of Midwest City. Recent projects for Mr. Clark in Midwest City include the Mathis Home, and refacing the frontage Crest Foods located at 7212 E Reno Ave. Mr. Clark is currently the Builder's Advisory Board Chairman and staff has appreciated his leadership.

Current members are as follows:

	Qualifier	Expires
Allen Clark	Commercial Builder	05/28/2024
Jim McWhirter	Builder/Developer	06/24/2025
Joel Bryant	Builder	06/24/2025
Jesse Stemper	Contractor/Remodels	10/09/2025
Kahle Wilson	Architect	07/23/2026
Chris Clark	Builder	07/23/2026
Matt Weber	Architect	09/22/2026

Randall J. Fryar

Randall J. Fryar
Chief Building Official

TO : Honorable Mayor and Council

FROM : Randall Fryar, Chief Building Official

DATE : June 11, 2024

SUBJECT : Discussion and consideration, and possible action of, reappointing Steve Franks and Steve Bagwell both to three-year terms for the City of Midwest City Plumbing, Gas, and Mechanical Board.

In accordance with Sec. 9-256 of the Municipal Code, the Plumbing, Gas, and Mechanical Board consists of six (6) members of the plumbing, gas, and mechanical trade (shall include at least one (1) master of each of the trades). The board members shall be appointed by the Mayor and approved by the City Council for terms of three (3) years, and each shall serve until his successor is appointed and qualified unless sooner proved for cause. The board members shall have been actively engaged in their respective businesses or trades for a period of not less than two (2) years immediately preceding the date of appointment, and each shall be a citizen of the city with the qualifications of an elector.

The Plumbing, Gas, and Mechanical Board is meets to review and update the City's overall building code, which was last updated on 03/28/2023. The goal is for this board to meet annually at a minimum. The next meeting is scheduled for 09/27/2024 at 7:45 AM.

Steve Franks (Mechanical) and Steve Bagwell (Mechanical) are qualified to serve on the board per the ordinance and currently licensed with the City. They are a long-standing members and would be honored to be considered for this appointment once again.

Current members are as follows:

	Qualifier	Expires
Steve Franks	Mechanical	<i>Expired</i>
Steven Bagwell	Mechanical	<i>Expired</i>
David Wallar	Plumbing/Gas	12/09/2025
Scott Wiggy	Plumbing/ Mech/Gas	12/09/2025
Gary Perkins	Plumbing	12/09/2025
Shawn Sisson	Plumbing	05/26/2026

Randall J. Fryar

Randall J. Fryar
Chief Building Official



City Manager
100 N. Midwest Boulevard
Midwest City, OK 73110
Office: 405.739.1201
tlyon@midwestcityok.org
www.midwestcityok.org

MEMORANDUM

TO: Honorable Mayor and City Council

FROM: Tim Lyon, City Manager

DATE: June 11, 2024

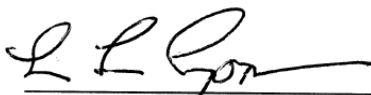
SUBJECT: Discussion, consideration and possible action of reappointing Wade Moore to the Urban Renewal Authority for a three year term ending July 31, 2027.

The Urban Renewal Authority (the Authority) consists of five members and is a Mayor appointed, Council approved Authority. The Authority meets one or two times a year as needed.

Based upon Title 11 O.S. § 38-107(B). Urban Renewal Authority. "...the mayor, subject to the approval of the municipal governing body, shall appoint a Board of Commissioners consisting of five (5) members. The term of office of each such Commission member shall be for three (3) years...." Therefore, Mayor Dukes is recommending Mr. Wade Moore be reappointed for another 3 year term with his term expiring on July 31, 2027.

Midwest City Urban Renewal Authority Trustees

	<u>Original Appointment</u>	<u>Term Expiration</u>
Jacob Hussain	10-24-23	07-31-25
Ted Nugent	05-28-24	07-31-26
Sherry Bearid	06-13-17	07-31-26
Wade Moore	07-27-21	07-31-27
Aaron Bud	05-16-23	07-31-25



Tim Lyon, City Manager



DISCUSSION ITEMS





City Attorney, Donald D. Maisch

100 N. Midwest Boulevard
Midwest City, OK 73110
DMaisch@midwestcityok.org
Office: 405.739.1203
www.midwestcityok.org

MEMORANDUM

To: Mayor and Members of the City Council

From: Donald D. Maisch, City Attorney

Date: June 11, 2024

RE: Discussion, consideration, and possible action of adopting an amendment to the Midwest City Municipal Code, Chapter 32 Peddlers and Solicitors; Article IV, Garage Sales, Yard Sales, Etc.; Section 32-76, Exemption. (D. Maisch – City Attorney).

The proposed amendment would give the City Manager or designee the authority to establish, once a year, a citywide garage sale. The proposed amendment would exempt anyone participating in the citywide garage sale, from the garage sale requirements currently in city ordinance (which include permitting, paying a permit fee and the number and type of signs that can be used).

The proposed amendment would require anyone participating in the citywide garage sale to register with the City so a citywide map of all the garage sales may be produced and meet any other requirements established by the City Manager or designee.

This requested amendment did not go before the Ordinance Review Committee, as it is routine in nature.

Adoption is at the discretion of the City Council.

Respectfully submitted,

Donald D. Maisch
City Attorney

1 **ORDINANCE NO.** _____

2
3 AN ORDINANCE AMENDING THE MIDWEST CITY MUNICIPAL CODE, CHAPTER 32
4 PEDDLERS AND SOLICITORS; ARTICLE IV, GARAGE SALES, YARD SALES, ETC.,
5 SECTION 32-76, EXEMPTION; AND PROVIDING FOR REPEALER AND SEVERABILITY.

6
7 BE IT ORDAINED BY THE COUNCIL OF THE CITY OF MIDWEST CITY, OKLAHOMA:

8
9 **ORDINANCE**

10
11 **Section 1.** That the Midwest City Municipal Code, Chapter 32 Peddlers and Solicitors; Article IV,
12 Garage Sales, Yard Sales, Etc.; Section 32-76, Exemption; is hereby amended to read as follows:

13
14 **Section 32-76, Exemption.**

15
16 The provisions of this article shall not apply to or affect the following:

- 17
- 18 (1) Persons acting pursuant to a court of competent jurisdiction.
 - 19 (2) Auctions—See section 32-96 et seq. of the Code.
 - 20 (3) Charitable organizations or persons. When all gross sales from the sale are used
21 directly for charitable purposes and the goods or article are not sold on a consignment basis.
 - 22 (4) Citywide garage sale. For the purpose of this section, the term "Citywide garage
23 sale" shall mean a garage sale that is scheduled by the City Manager or designee, that is promoted
24 by the City, is set for one weekend (said weekend shall include a Friday, Saturday and Sunday)
25 in a given calendar year, and may be used in conjunction with other City promotions. Any
26 person wishing to participate in any Citywide garage sale, shall register with the City, so a
27 Citywide map of all participating garage sales may be developed and comply with any additional
28 rules or requirements as established by the City Manager or designee.

29
30 **Section 2.** REPEALER. All ordinances or parts of ordinances in conflict herewith are hereby
31 repealed.

32
33 **Section 3.** SEVERABILITY. If any section, sentence, clause, or portion of this ordinance is for
34 any reason held to be invalid, such decision shall not affect the validity of the remaining provisions
35 of the ordinance.

36
37 PASSED AND APPROVED by the Mayor and the Council of the City of Midwest City,
38 Oklahoma, this _____ day of _____, 2023.

39
40 **THE CITY OF MIDWEST CITY, OKLAHOMA**

41
42
43 _____
44 MATTHEW D. DUKES, II, Mayor
45

1 ATTEST:

2

3

4

5 _____
SARA HANCOCK, City Clerk

6

7

8 Approved as to form and legality this _____ day of _____, 2023.

9

10

11

12 _____
DONALD D. MAISCH, City Attorney

1 ATTEST:

2

3

4

5 _____
SARA HANCOCK, City Clerk

6

7

8 Approved as to form and legality this _____ day of _____, 2024.

9

10

11

12 _____
DONALD D. MAISCH, City Attorney



THE CITY OF MIDWEST CITY

MEMORANDUM

TO: Honorable Mayor and Council

FROM: Tiatia Cromar, Finance Director

DATE: June 11, 2024

SUBJECT: Public hearing with discussion, consideration and possible action on a resolution approving the City of Midwest City, Oklahoma budget for fiscal year 2024-2025 in the amount of \$126,237,836 and establishing budget amendment authority.

The budget for fiscal year 2024-2025 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 meeting was held May 2nd 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.

Tiatia Cromar
Finance Director

Attachments: Proposed Resolution

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

RESOLUTION NO. 2024-_____

**A RESOLUTION APPROVING THE CITY OF MIDWEST CITY, OKLAHOMA
BUDGET FOR THE FISCAL YEAR 2024-2025 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, 2025 (FY 2024-2025) 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 2024-2025 Budget on the 11th day of June 2024 with total resources available in the amount of \$126,237,836 and total fund/departmental appropriations in the amount of \$126,237,836. Legal appropriations (spending/encumbering) limits are hereby established as follows:

General Fund:

Departments-Divisions:

City Clerk (010-0211)	\$ 136,906
Human Resources (010-0310)	\$ 621,159
City Attorney (010-0410)	\$ 71,878
Community Development (010-0510)	\$ 832,388
Park & Recreation (010-0610)	\$ 402,555
Finance (010-0810)	\$ 850,967
Street/Parks (010-0910)	\$ 3,518,384
Animal Welfare (010-1010)	\$ 704,882
Municipal Court (010-1210)	\$ 632,171
Neighborhood Services (010-1510/1530)	\$ 1,766,270
Information Technology (010-1610)	\$ 1,079,649
Emergency Management (010-1810)	\$ 1,298,408
Swimming Pools (010-1910)	\$ 402,121
Communications (010-2010)	\$ 327,372
Engineering & Const Svcs (010-2410)	\$ 1,827,726
Senior Center (010-5500)	\$ 265,054
Transfers Out (010-0000)	\$32,003,584

Police Fund (020-62/10-20): \$20,209,248

Fire Fund (040-64/10-20): \$15,209,754

Special Revenue:

General Government Sales Tax (009-VariouS Dep)	\$ 3,167,648
Street and Alley (013-0910)	\$ 812,000

Technology (014-1415)	\$ 380,353
Street Lighting Fee (015-1410)	\$ 790,260
Reimbursed Projects (016-1410/1510/1550/3902)	\$ 174,756
Juvenile (025-1211)	\$ 64,934
Police Special Projects – Seizures (030-6200)	\$ 21,175
Police Special Projects - Misc. (031-6200)	\$ 16,000
Police Lab Fees (034-6210)	\$ 1,500
Employee Activity (035-3800)	\$ 21,250
Police Jail (036-6230)	\$ 80,130
Police Impound Fees (037-6210)	\$ 34,450
Welcome Center (045-7410)	\$ 216,865
Convention & Visitors Bureau (046-0710/8710)	\$ 316,461
Emergency Operations (070-2100)	\$ 868,670
Activity (115):	
Parks (115-23/15-20)	\$ 46,583
Recreation (115-78/10-22)	\$ 291,925
Parks and Recreation (123):	
Park & Recreation (123-0610)	\$ 1,406,025
Pool (123-1910)	\$ 4,000
Communications (123-2010)	\$ 114,200
Parks (123-2310)	\$ 200,000
CDBG (141-39/01-99)	\$ 690,319
Grants/Housing Activities (142-37/10-30)	\$ 122,500
Urban Renewal (201-9310)	\$ 55,000
Animals Best Friends (220-1000)	\$ 130,266
Hotel/Motel Tax (225-8700)	\$ 639,705
Court Bonds (235-0000)	\$ 2,380
Disaster Relief (310-1510/8890)	\$ 301,804

Debt Service:

General Obligation Street Bond (350-0000)	\$ 4,137,208
---	--------------

Capital Projects:

Police Capitalization (021-62/10-99)	\$ 1,855,866
Fire Capitalization (041-64/10-99)	\$ 897,676
Dedicated Tax (065-0610/2310/6600/8710)	\$ 584,500
Capital Improvements (157-5700)	\$ 3,424,192
Sales Tax Capital Improvements (340-8050)	\$ 2,592,215

Internal Service:

Public Works Administration (075-3010)	\$ 1,510,173
Fleet Maintenance (080-2510)	\$ 3,941,186
Surplus Property (081-2610)	\$ 47,979
Risk Management (202-29/10-62)	\$ 1,625,525
Workers Comp (204-29/10-62)	\$ 941,078
L & H Benefits (240-0310)	\$11,548,603

SECTION 2. The City Council does hereby authorize the City Manager to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2024-2025, 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 11th day of June, 2024.

CITY OF MIDWEST CITY, OKLAHOMA

Matthew D. Dukes, II Mayor

ATTEST:

Sara Hancock, City Clerk

APPROVED as to form and legality this 11th day of June, 2024.

Donald Maisch, City Attorney



Appendix for FY 24-25 Budget
June 11th Council Meeting

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City Manager
100 N. Midwest Boulevard
Midwest City, OK 73110
tlyon@midwestcityok.org
Office: 405.739.1201
www.midwestcityok.org

To: Honorable Mayor and Council
From: Tim Lyon, City Manager
Date: June 11, 2024
Subject: Proposed Operating and Capital Budgets for Fiscal Year 2024-2025

Presented herewith are the proposed operating and capital budgets for Fiscal Year (FY) 2024-2025. In all, they represent expenditures of \$196,442,025 which includes \$53,827,109 of inter/intra fund transfers. With the development of each operating budget, Midwest City (City) staff seeks 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 2024-2025 General Fund reflects a revenue projection averaging the last two years of sales and use tax revenue from the two previous years. We project total General Fund Revenues to be \$46,087,936. Of this total revenue, \$11,797,725 is transferred to the Police Department, \$9,459,181 to the Fire Department, and \$10,368,859 is transferred to Capital Improvement Revenue Bonds. The balance is used to fund various general government departments such as Streets, Neighborhood Services, Finance, Parks & Recreation, Information Technology, the Emergency Response Center (9-1-1), City Clerk, and Human Resources.

Increased Cost

We will continue to be vigilant in monitoring all aspects of the City and Trust budgets this fiscal year and encourage all to refer to the monthly City Manager’s Report presented on the City Council Agenda. The report provides details on the most current financial condition of the City and its Trusts. This report is especially useful considering the waning economic climate. As an example, the increases to the sanitation and utility rates are tied to the U.S. Consumer Price Index escalations.

Employee Health Benefits

The City will be able to continue to pay 100% of the Dental and Life Insurance premiums for all active employees. We are working diligently to ensure that we are getting the best possible rates for our employees; however, the premium rates will have to go up 6.5% to maintain a minimum fund balance. Thus, resulting in a 3.25% increase to the employees with the rest covered by the City.

Salary and Benefits

- 🌐 The City and the International Association of Fire Fighters Local 2066 are in the third year of a three-year contract. Currently, there is no COLA in their agreement for FY 2024-2025.
- 🌐 The City and the Fraternal Order of Police Lodge 127 are currently in negotiations for FY 2024-2025.

- 🍷 A 3% cost-of-living adjustment and all merit increases have been included for all City employees (excluding Fire per their contract).

Police Department

The Police operating budget will be \$20,209,248. This includes the following transfers: Capital fund - \$1,855,866, L&H fund - \$125,000, and Employee Activity fund - \$2,500 for a total transfer of \$1,983,366.

Fire Department

The Fire Department operating budget will be \$15,209,754. This includes the following transfers: Capital fund - \$250,000, L&H fund - \$125,000, and Employee Activity fund - \$2,500 for a total transfer of \$377,500.

Midwest City Memorial Hospital Authority (Authority)

- The Authority investment value as of April 30, 2024, was \$128,120,300. The budget proposes \$595,154 for the Community Improvement Grants Program, per the Trust Indenture.
- Authority staff members, SSM St. Anthony – Midwest, and TSW Design continue work on the redevelopment of the Hospital Medical District, now named Plaza 62, which is the year the hospital was built.
- During the first fiscal year with Segal Marco Advisors, we have had continued communication and advice from them and are pleased with their work made evident in our increased investment in the face of a very turbulent market in the last year.

Summary

We will continue our efforts to guard against significant inflationary cost increases to preserve fund balances and core services. As well as encouraging economic support by shopping local, which will ensure that we are able to continue to provide the level of municipal services our residents deserve and to support our highly qualified City workforce.

Work will continue on the development of other districts such as Carburetor Alley in the Original Square Mile. We are planning a multitude of capital infrastructure projects (i.e. regular street and sewer line maintenance) made possible due to our residents approving a continuation of a .4015 sales tax for the investment into capital improvements. We will also identify and rank capital projects (i.e. new construction or infrastructure) by various master studies that include our parks and critical systems like water, stormwater, drainage, and wastewater.

During fiscal year 2024-2025, we hope to celebrate the completion of American Glass and Centrillum LLC. Internally, we will continue to develop and implement leadership training for a continuous improvement process for City Staff.

May our community continue to thrive as we support our military and provide quality of life options for Eastern Oklahoma county.



Tim L. Lyon, City Manager

BUDGET SUMMARY FOR FISCAL YEAR 2024-2025

FUND BUDGET SUMMARY FY 2024-2025	General	Police	Fire	Enterprise	Internal Service	Capital Projects	Special Revenue	G. O. Debt Svc	Total
REVENUE SOURCES:									
Taxes	30,540,415	7,439,692	5,543,094	-	-	7,802,945	8,608,510	3,754,590	63,689,245
Licenses & Permits	555,803	-	6,744	14,298	-	101,332	22,100	-	700,276
Miscellaneous	266,264	18,436	3,750	37,133	1,210,550	-	293,857	-	1,829,990
Investment Income	449,224	444,045	301,901	1,429,149	251,950	395,754	1,664,207	167,160	5,103,389
Charges for Services	562	118,919	19,092	43,208,624	17,746,263	-	3,430,186	-	64,523,644
Fines & Forfeitures	1,087,356	16,079	-	-	-	33,603	90,713	-	1,227,753
Intergovernmental	490,671	12,230	-	-	-	-	385,000	-	887,902
Total Revenue	33,390,296	8,049,401	5,874,581	44,689,203	19,208,762	8,333,634	14,494,572	3,921,750	137,962,200
Transfer In - Inter	12,697,640	11,797,725	9,459,181	12,416,993	674,352	3,066,175	1,334,427	-	51,446,493
Transfer In - Intra	-	-	-	-	-	-	2,380,616	-	2,380,616
Gain / (Use) of Fund Balance	(653,538)	(362,121)	124,008	5,436,287	268,570	2,045,360	(11,295,823)	(215,459)	(4,652,716)
AVAILABLE FUNDING	46,741,474	20,209,248	15,209,754	51,669,909	19,614,544	9,354,449	29,505,438	4,137,208	196,442,025
EXPENDITURES:									
City Clerk	136,906	-	-	-	-	-	-	-	136,906
Human Resources	621,159	-	-	-	-	-	-	-	621,159
City Attorney	71,878	-	-	-	-	-	-	-	71,878
Community Development	832,388	-	-	-	-	-	-	-	832,388
Parks, Recreation & Tourism	402,555	-	-	-	-	-	2,062,733	-	2,465,288
Finance	850,967	-	-	-	-	-	-	-	850,967
Street/Parks	3,518,384	-	-	-	-	584,500	1,602,260	-	5,705,144
Animal Welfare	704,882	-	-	-	-	-	130,266	-	835,148
Municipal Court	632,171	-	-	-	-	-	-	-	632,171
General Government	-	-	-	-	-	-	3,306,154	-	3,306,154
Juvenile	-	-	-	-	-	-	64,934	-	64,934
Neighborhood Services	1,766,270	-	-	-	-	-	-	-	1,766,270
Information Technology	1,079,649	-	-	-	-	-	380,353	-	1,460,002
Emergency Management	1,298,408	-	-	-	-	-	1,170,473	-	2,468,881
Swimming Pools	402,121	-	-	-	-	-	-	-	402,121
Communications	327,372	-	-	-	-	-	-	-	327,372
Engineering & Const Svcs	1,827,726	-	-	-	-	-	-	-	1,827,726
Senior Center	265,054	-	-	-	-	-	-	-	265,054
Police	-	18,225,882	-	-	-	1,855,866	153,255	-	20,235,003
Fire	-	-	14,832,254	-	-	897,676	-	-	15,729,930
Sanitation	-	-	-	7,112,172	-	-	-	-	7,112,172
Water	-	-	-	12,141,311	-	-	-	-	12,141,311
Wastewater	-	-	-	11,109,285	-	-	-	-	11,109,285
Golf	-	-	-	1,629,609	-	-	-	-	1,629,609
Hotel/Conference Center	-	-	-	4,274,219	-	-	-	-	4,274,219
FF&E Reserve	-	-	-	100,000	-	-	-	-	100,000
Grants	-	-	-	-	-	-	812,819	-	812,819
Fleet Maintenance	-	-	-	-	3,941,186	-	-	-	3,941,186
Surplus Property	-	-	-	-	47,979	-	-	-	47,979
Public Works Administration	-	-	-	-	1,380,173	-	-	-	1,380,173
Debt Service	-	-	-	1,795,525	-	-	1,623,845	3,970,048	7,389,418
Self Insurance - Vehicle, Prop & GL	-	-	-	-	1,625,525	-	-	-	1,625,525
Self Insurance - WC	-	-	-	-	766,726	-	-	-	766,726
Life and Health Insurance	-	-	-	-	11,548,603	-	-	-	11,548,603
Drainage	-	-	-	509,429	-	-	-	-	509,429
CVB-Economic Development	-	-	-	-	-	-	533,326	-	533,326
Hospital	-	-	-	-	-	-	13,541,552	-	13,541,552
Capital Improvements	-	-	-	-	-	3,427,733	-	-	3,427,733
Urban Renewal	-	-	-	-	-	-	55,000	-	55,000
Economic Development	-	-	-	490	-	-	663,863	-	664,353
Total Expenditures	14,737,890	18,225,882	14,832,254	38,672,040	19,310,192	6,765,775	26,100,834	3,970,048	142,614,916
Transfers Out - Inter	32,003,584	1,983,366	377,500	12,997,869	304,352	2,588,674	1,023,988	167,160	51,446,493
Transfers Out - Intra	-	-	-	-	-	-	2,380,616	-	2,380,616
TOTAL	46,741,474	20,209,248	15,209,754	51,669,909	19,614,544	9,354,449	29,505,438	4,137,208	196,442,025

To be adopted by Resolution at the department level.

FUND: GENERAL GOVERNMENT SALES TAX (009)
DEPARTMENT: VARIOUS
DEPARTMENT HEAD: TIM LYON

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	591,230	601,474	597,993	623,743
BENEFITS	370,279	396,252	374,764	415,182
MATERIALS & SUPPLIES	67,840	82,711	80,865	154,729
OTHER SERVICES	868,824	955,014	946,690	995,478
CAPITAL OUTLAY	1,262,975	5,333,555	5,333,555	978,516
TOTAL	3,161,148	7,369,006	7,333,867	3,167,648

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
TAXES	3,062,165	2,986,474	3,106,565	3,066,690
INTEREST	124,893	63,562	398,554	132,399
MISCELLANEOUS	15,975	10,000	6,055	10,000
TRANSFER IN	845,940	2,500,000	2,500,000	-
TOTAL	4,048,973	5,560,036	6,011,175	3,209,089

BUDGETARY	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2021	4,541,773	3,783,576	2,122,617	6,202,732
6/30/2022	6,202,732	4,048,973	3,161,148	7,090,557
6/30/2023	7,090,557	6,011,175	7,333,867	5,767,865
6/30/2024	5,767,865	3,209,089	3,167,648	5,809,306

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.*

FY 17-18
Ordinance 3308 effective 1/1/18 increased sales tax for this fund .2139%.

FINAL BUDGET 2024-2025

CITY MANAGER - 0110

PERSONAL SERVICES	
10-01 SALARIES	555,877
10-07 ALLOWANCES	15,987
10-10 LONGEVITY	11,427
10-11 SL BUYBACK-OVER BANK	5,822
10-12 VACATION BUYBACK	2,905
10-13 PDO BUYBACK	1,833
10-14 SL INCENTIVE PAY	1,755
10-17 ADDITIONAL INCENTVE	1,035
10-95 1X SALARY ADJUSTMENT	702
TOTAL PERSONAL SERVICES	597,343

BENEFITS	
15-01 SOCIAL SECURITY	45,697
15-02 EMPLOYEES' RETIREMENT	83,628
15-03 GROUP INSURANCE	51,784
15-06 TRAVEL & SCHOOL	20,000
15-13 LIFE	1,225
15-14 DENTAL	3,591
15-20 OVERHEAD HEALTH CARE COST	2,285
15-98 RETIREE INSURANCE	6,815
TOTAL BENEFITS	215,025

MATERIALS & SUPPLIES	
20-41 SUPPLIES	12,000
20-63 FLEET FUEL	286
20-64 FLEET PARTS	299
20-65 FLEET LABOR	244
TOTAL MATERIALS & SUPPLIES	12,829

OTHER SERVICES & CHARGES	
30-01 UTILITIES	1,100
30-40 CONTRACTUAL	6,500
30-72 MEMBERSHIPS & SUBSCRIPTIONS	8,500
TOTAL OTHER SERVICES & CHARGES	16,100

TOTAL DIVISION REQUEST - CITY MANAGER	841,297
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(CONTINUED)

FUND: GENERAL GOVERNMENT SALES TAX (009)
DEPARTMENT: VARIOUS
DEPARTMENT HEAD: TIM LYON
PAGE TWO

PERMANENT STAFFING	FY 24-25	FY 23-24
City Manager - 0110		
City Manager	0.5	0.5
Asst. City Manager	0.65	0.65
Director of Operations	1	1
Executive Secretary	0.8	0.8
Administrative Secretary	1	1
TOTAL	3.95	3.95
GENERAL GOVT - 1410		
Mayor - Council	7	7
TOTAL	7	7
TOTAL 0110 & 1410	10.95	10.95

FY 20-21 Added Director of Operations
 Asst. City Manager - funded 25% PWA (075), 10% Hospital Authority (425)
 City Manager - funded 15% Reed Center Hotel Operations (195), 10% Risk (202), 25% Hospital Authority (425)
 Executive Secretary - funded 20% Hospital Authority (425)

CONTRACTUAL (30-40) CITY MANAGER (01) FY 24-25	
Shred-it USA, LLC	407
Imagenet Consulting, LLC	1,800
Legal Fees	3,100
Miscellaneous	1,193
TOTAL	6,500

CONTRACTUAL (30-40) GENERAL GOVT (14) FY 24-25	
Postage Meter Rental (Quadient)	4,000
Copiers (Print Room, City Mgr, 1st Floor)	10,500
Mid-Del Youth & Family Center	50,000
Transit Embark	75,583
ACOG	45,000
County Assessor (Board of Cnty Comm)	29,500
Oklahoma Municipal League	38,000
MLK Breakfast	6,000
Youth Excel	5,000
Annual Awards Banquet	10,000
Document Destruction	4,000
Mid-Del Tinker 100 Club	1,500
OK Municipal Management Services	5,000
Miscellaneous	21,500
TOTAL	305,583

GENERAL GOVERNMENT - 1410	
PERSONAL SERVICES	
10-02 WAGES	26,400
TOTAL PERSONAL SERVICES	26,400
BENEFITS	
15-01 SOCIAL SECURITY	2,020
15-03 GROUP INSURANCE	32,128
15-04 WORKERS COMP INSURANCE	134,221
15-06 TRAVEL & SCHOOL	6,000
15-13 LIFE	2,360
15-14 DENTAL	2,677
15-20 OVERHEAD HEALTH CARE COST	172
15-98 RETIREE INSURANCE	20,580
TOTAL BENEFITS	200,158
MATERIALS & SUPPLIES	
20-30 POSTAGE	40,000
20-34 MAINTENANCE OF EQUIPMENT	500
20-41 SUPPLIES	38,000
TOTAL MATERIALS & SUPPLIES	78,500
OTHER SERVICES & CHARGES	
30-01 UTILITIES & COMMUNICATIONS	165,000
30-21 SURPLUS PROPERTY	27,027
30-40 CONTRACTUAL	305,583
30-43 HARDWARE/SOFTWARE MAINT.	183,565
30-49 CREDIT CARD FEES	15,239
30-51 OTHER GOVERNMENT EXPENSE	5,599
30-56 POINT OF SALE FEES	2,880
30-72 MEMBERSHIPS & SUBSCRIPTIONS	3,100
30-75 LEGAL PUBLICATIONS	5,649
30-82 BONDS	1,300
30-83 ELECTION EXPENSES	40,458
30-85 INSURANCE	177,530
30-86 AUDIT	46,448
TOTAL OTHER SERVICES & CHARGES	979,378
TOTAL DIVISION REQUEST - GENERAL GOVT	1,284,436

(CONTINUED)

FUND: GENERAL GOVERNMENT SALES TAX (009)
DEPARTMENT: VARIOUS
DEPARTMENT HEAD: TIM LYON
PAGE THREE

CAPITAL OUTLAY FY 24-25

Misc Equipment	City Mgr	10,000
1/2 Ton Ext Cab 4x4 Truck	Nhbd Svc	50,000
Ice Machine Replacement	Nhbd Svc	5,500
Replace Flooring in 4 Meeting Rooms	Nhbd Svc	15,000
Bulk SAN & Server License	IT	217,016
Access Control	IT	30,000
Vehicle Lights & Safety Equipment	IT	20,000
Broadcast System	IT	30,000
4WD Extended Cab Pickup	Eng	55,000
3 Air Handler Unit Replacements	Eng	285,000
Small SUV	Eng	43,000
1st Floor Tile Replacement	Eng	30,000
Study Electrical Service & Master Plan	Eng	25,000
Sidewalk Reconstruction	Eng	100,000
Remodel South Vestibule Outside Council Chamber	Eng	7,000
Color Printer/Scanner	Sr Ctr	6,000
Handicapped BR Remodel	Sr Ctr	50,000
	TOTAL	978,516

MATERIALS & SUPPLIES	
20-35 SMALL TOOLS & EQUIPMENT	63,400
TOTAL MATERIALS & SUPPLIES	<u>63,400</u>

CAPITAL OUTLAY	
40-01 VEHICLES	168,000
40-02 EQUIPMENT	306,500
40-06 INFRASTRUCTURE	100,000
40-14 REMODEL	127,000
40-49 COMPUTERS	247,016
40-50 SOFTWARE	30,000
TOTAL CAPITAL OUTLAY	<u>978,516</u>

TOTAL DIVISION REQUEST	<u>1,041,916</u>
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TOTAL DEPARTMENT REQUEST	<u>3,167,648</u>
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FUND: GENERAL (010)
 DEPARTMENT: 00 TRANSFERS OUT
 DEPARTMENT HEAD: TIM LYON

	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
INTERFUND TRANSFERS (010-00)				
POLICE (020)	11,753,373	11,874,393	11,874,393	11,699,153
POLICE - WARRANT OFFICERS (020)	98,572	98,572	98,572	98,572
EMPLOYEE ACTIVITY (035)	5,000	5,000	5,000	5,000
CDBG (141-039)	239,382	242,054	242,054	247,819
CAP IMP REVENUE BONDS (250)	10,431,471	10,440,455	10,440,455	10,368,859
GEN GOVT SLS TAX (009)	9,000	2,500,000	2,500,000	-
FIRE (040)	9,503,020	9,600,868	9,600,868	9,459,181
L&H (240)	-	-	-	125,000
TOTAL	32,039,818	34,761,342	34,761,342	32,003,584

FINAL BUDGET 2024-2025

TRANSFERS OUT	
80-20 POLICE	11,699,153
80-24 L&H (240)	125,000
80-35 EMPLOYEE ACTIVITY	5,000
80-39 GRANTS CONTRIBUTION FOR CDBG	247,819
80-40 FIRE	9,459,181
80-50 DEBT SERVICE (250)	10,368,859
80-62 POLICE - WARRANT OFFICERS	98,572
TOTAL TRANSFERS OUT	32,003,584

FUND: GENERAL (010)
 DEPARTMENT: CITY CLERK (02)
 DEPARTMENT HEAD: SARA HANCOCK

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2022-23	2023-24	2023-24	2024-25
PERSONAL SERVICES	92,224	94,575	94,575	99,239
BENEFITS	31,065	35,732	35,732	36,054
MATERIALS & SUPPLIES	282	600	600	600
OTHER SERVICES	904	1,260	1,260	1,013
TOTAL	124,476	132,167	132,167	136,906

PERMANENT STAFFING	FY 24-25	FY 23-24	PERSONNEL POSITIONS SUMMARY:
City Clerk	0.5	0.5	2017-18 - 1
Billing Technician	0.5	0.5	2018-19 - 1
TOTAL	1	1	2019-20 - 1
			2020-21 - 1
			2021-22 - 1
			2022-23 - 1
			2023-24 - 1
			2024-25 - 1

CONTRACTUAL (30-40) FY 24-25

Shred-It	253
TOTAL	253

FINAL BUDGET 2024-2025

PERSONAL SERVICES	
10-01 SALARIES	91,421
10-07 ALLOWANCES	2,790
10-10 LONGEVITY	2,599
10-11 SL BUYBACK - OVERBANK	588
10-12 VL BUYBACK	293
10-13 PDO BUYBACK	220
10-14 SICK LEAVE INCENTIVE	700
10-17 ADDITIONAL INCENTIVE	450
10-95 1X SALARY ADJUSTMENT	178
TOTAL PERSONAL SERVICES	99,239

BENEFITS	
15-01 SOCIAL SECURITY	7,592
15-02 EMPLOYEES' RETIREMENT	13,893
15-03 GROUP INSURANCE	6,199
15-06 TRAVEL & SCHOOL	4,500
15-13 LIFE	310
15-14 DENTAL	382
15-20 OVERHEAD HEALTH CARE COST	385
15-98 RETIREE INSURANCE	2,793
TOTAL BENEFITS	36,054

MATERIALS & SUPPLIES	
20-41 SUPPLIES	600
TOTAL MATERIALS & SUPPLIES	600

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	253
30-72 MEMBERSHIPS & SUBSCRIPTIONS	760
TOTAL OTHER SERVICES & CHARGES	1,013

TOTAL DEPARTMENT REQUEST	136,906
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FUND: GENERAL (010)
DEPARTMENT: HUMAN RESOURCES (03)
DEPARTMENT HEAD: TROY BRADLEY

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	388,942	406,893	403,584	429,318
BENEFITS	126,263	142,300	131,313	144,041
MATERIALS & SUPPLIES	2,251	6,713	5,177	5,000
OTHER SERVICES	7,080	35,800	32,615	42,800
TOTAL	524,536	591,706	572,689	621,159

PERMANENT STAFFING	FY 24-25	FY 23-24
Director	1	1
Asst Director	1	1
HR Officer	1	1
Admin Secretary	1	1
Payroll Coordinator	1	1
TOTAL	5	5

Deleted .25 Health Benefits/HR Coordinator in FY 20-21
 Moved Payroll Coord from Finance to HR FY 20-21

CONTRACTUAL (30-40) FY 24-25

DB Square Data Base (monthly)	2,000
iSolved Applicant Tracking/Onboarding/HR	14,000
Polygraph Service	1,000
Employment Law Attorneys	15,000
Labor Relations Consultant	5,000
Job Fair Registrations	1,500
Advertising - Employment Opportunities	500
Shred-It (monthly)	350
Verizon internet device (monthly)	500
TOTAL	39,850

PERSONNEL
 POSITIONS
 SUMMARY:
 2017-18 - 4.25
 2018-19 - 4.25
 2019-20 - 4.25
 2020-21 - 5
 2021-22 - 5
 2022-23 - 5
 2023-24 - 5
2024-25 - 5

FINAL BUDGET 2024-2025

PERSONAL SERVICES	
10-01 SALARIES	403,117
10-03 OVERTIME	1,000
10-07 ALLOWANCES	6,060
10-10 LONGEVITY	7,535
10-12 VACATION BUYBACK	3,422
10-13 PDO BUYBACK	1,896
10-14 SL INCENTIVE	1,800
10-17 ADDITIONAL INCENTVE	3,600
10-95 SALARY ADJUSTMENT	888
TOTAL PERSONAL SERVICES	429,318

BENEFITS	
15-01 SOCIAL SECURITY	32,843
15-02 EMPLOYEES' RETIREMENT	60,105
15-03 GROUP INSURANCE	24,471
15-06 TRAVEL & SCHOOL	9,750
15-13 LIFE	1,551
15-14 DENTAL	3,858
15-20 OVERHEAD HEALTH CARE COST	1,044
15-98 RETIREE INSURANCE	10,420
TOTAL BENEFITS	144,041

MATERIALS & SUPPLIES	
20-41 SUPPLIES	5,000
TOTAL MATERIALS & SUPPLIES	5,000

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	39,850
30-72 MEMBERSHIPS & SUBSCRIPTIONS	2,950
TOTAL OTHER SERVICES & CHARGES	42,800

TOTAL DEPARTMENT REQUEST	621,159
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FUND: GENERAL (010)
DEPARTMENT: CITY ATTORNEY (04)
DEPARTMENT HEAD: DON MAISCH

EXPENDITURES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	43,605	44,845	44,542	47,404
BENEFITS	16,445	19,747	17,235	18,644
MATERIALS & SUPPLIES	75	300	300	1,100
OTHER SERVICES	1,180	4,730	4,730	4,730
TOTAL	61,305	69,622	66,807	71,878

PERMANENT STAFFING	FY 24-25	FY 23-24
City Attorney	0.35	0.35
TOTAL	0.35	0.35

.25 City Attorney to Risk (202)
.20 City Attorney Salary to Hospital (425)
.20 City Attorney Salary to Economic Development (353)

PERSONNEL
POSITIONS
SUMMARY:
2017-18 - .35
2018-19 - .35
2019-20 - .35
2020-21 - .35
2021-22 - .35
2022-23 - .35
2023-24 - .35
2024-25 - .35

FINAL BUDGET 2024-2025

PERSONAL SERVICES	
10-01 SALARIES	45,171
10-07 ALLOWANCES	1,953
10-10 LONGEVITY	218
10-95 SALARY ADJUSTMENT	62
TOTAL PERSONAL SERVICES	47,404
BENEFITS	
15-01 SOCIAL SECURITY	3,626
15-02 EMPLOYEES' RETIREMENT	6,637
15-06 TRAVEL & SCHOOL	3,300
15-13 LIFE	109
15-20 OVERHEAD HEALTH CARE COST	193
15-98 RETIREE INSURANCE	4,779
TOTAL BENEFITS	18,644
MATERIALS & SUPPLIES	
20-41 SUPPLIES	1,100
TOTAL MATERIALS & SUPPLIES	1,100
OTHER SERVICES & CHARGES	
30-01 UTILITIES/COMMUNICATIONS	480
30-72 MEMBERSHIPS & SUBSCRIPTIONS	2,250
30-75 LEGAL PUBLICATIONS	2,000
TOTAL OTHER SERVICES & CHARGES	4,730
TOTAL DEPARTMENT REQUEST	71,878

FUND: GENERAL (010)
DEPARTMENT: COMMUNITY DEVELOPMENT (05)
DEPARTMENT HEAD: MATT SUMMERS

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	
PERSONAL SERVICES	429,479	389,453	316,978	393,016
BENEFITS	143,132	170,262	132,844	165,822
MATERIALS & SUPPLIES	10,646	12,211	13,972	12,400
OTHER SERVICES	149,627	259,728	223,481	261,150
TOTAL	732,885	831,654	687,275	832,388

PERMANENT STAFFING	FY 24-25	FY 23-24	PERSONNEL POSITIONS SUMMARY:
Director	1	1	2017-18 - 19.25
Current Planning Manager	1	1	2018-19 - 20.25
Associate Current Planner	1	1	2019-20 - 20.25
Administrative Secretary	0.5	0.5	2020-21 - 18.25
Comp. Planner	1	1	2021-22 - 18
TOTAL	4.50	4.50	2022-23 - 4.5
PART TIME	FY 24-25	FY 23-24	2023-24 - 4.5
Intern	-	0.5	2024-25 - 4.50

FY 24-25 moved part time Intern to 010-24 Engineering & Const Svcs
 FY 22-23 Created Engineering & Const Svcs Dept with the following:
 City Engineer, Engineering Project Manager, Chief Building Inspector,
 Maintenance Tech/Janitor, GIS Analyst, GIS Technician,
 Property Acquisition Specialist, 2 Building Inspectors, .5 Administrative Secretary,
 2 DS Clerks, 1.5 Janitor, .5 GIS Coordinator
 FY 21-22: .25 Janitor moved to Police (020)
 Chief Const Inspector moved to PWA (075) FY 20-21
 Asst City Eng removed in FY 20-21

CONTRACTUAL (30-40) FY 24-25

ADA Interpreter	600
Xerox Copier	3,000
Comprehensive Plan Update	182,000
Vision 23 Plan	56,250
Misc.	9,600
TOTAL	251,450

FINAL BUDGET 2024-2025

PERSONAL SERVICES	
10-01 SALARIES	375,427
10-07 ALLOWANCES	11,220
10-10 LONGEVITY	2,109
10-13 PDO BUYBACK	1,660
10-14 SICK LEAVE INCENTIVE	450
10-17 ADDITIONAL INCENTVE	1,350
10-95 1X SALARY ADJUSTMENT	800
TOTAL PERSONAL SERVICES	393,016

BENEFITS	
15-01 SOCIAL SECURITY	30,066
15-02 EMPLOYEES' RETIREMENT	55,022
15-03 GROUP INSURANCE	44,525
15-06 TRAVEL & SCHOOL	18,900
15-13 LIFE	1,396
15-14 DENTAL	3,441
15-20 OVERHEAD HEALTH CARE COST	929
15-98 RETIREE INSURANCE	11,543
TOTAL BENEFITS	165,822

MATERIALS & SUPPLIES	
20-35 SMALL TOOLS & EQUIP	3,400
20-41 SUPPLIES	9,000
TOTAL MATERIAL & SUPPLIES	12,400

OTHER SERVICES & CHARGES	
30-34 MAINTENANCE OF EQUIPMENT	2,500
30-40 CONTRACTUAL	251,450
30-43 HARDWARE/SOFTWARE MAINT	3,400
30-72 MEMBERSHIPS & SUBSCRIPTIONS	2,300
30-75 LEGAL PUBLICATIONS	1,500
TOTAL OTHER SERVICES & CHARGES	261,150

TOTAL DEPARTMENT REQUEST	832,388
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FUND: GENERAL (010)
DEPARTMENT: PARK & RECREATION (06)
DEPARTMENT HEAD: JOSHUA RYAN

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	147,901	179,254	162,548	190,614
BENEFITS	59,493	80,978	66,172	78,183
MATERIALS & SUPPLIES	17,453	20,072	15,674	24,786
OTHER SERVICES	101,087	81,001	70,934	108,972
TOTAL	325,934	361,305	315,328	402,555

PERMANENT STAFFING	FY 24-25	FY 23-24
Parks & Rec Supervisor	0.3375	0.3375
Youth Sports Coordinator	0.75	0.75
Community Center Coord	1	1
Janitor	0.6	0.6

TOTAL 2.6875 2.6875

WAGES	FY 24-25	FY 23-24
Building Attend - Part Time	0.5	0.5
Secretary - Part Time	0.5	0.5

- .5 Eliminated Sports & Aquatic Supervisor FY 21-22.
- .75 Added Youth Sports Coordinator FY 21-22
- .1625 Park & Rec Supervisor moved to Fund 123 FY 20-21
- .56 Special Events & Mktg Mgr to new fund 010-20 FY 20-21
- Moved Special Events & Rec Asst to new fund 010-20 FY 20-21
- Moved all Senior Center Expenses to new fund 010-55 FY 19-20
- Senior Center Bus Driver position chged to Senior Center Asst Coord FY 18-19

CONTRACTUAL (30-40) FY 24-25

COMMUNITY CENTER:	
Charley's Pest Control	780
Johnson Controls	700
Image Net	1,200
Florida Whole Plant Leasing	2,040
Unifirst Holding	2,100
HVAC Preventative Maint. Contract	7,600
HVAC Evaluation	12,000
TOTAL	26,420

FINAL BUDGET 2024-2025

PERSONAL SERVICES	
10-01 SALARIES	148,956
10-02 WAGES	32,000
10-03 OVERTIME	1,000
10-07 ALLOWANCES	2,243
10-10 LONGEVITY	2,843
10-14 SICK LEAVE INCENTIVE	675
10-17 ADDITIONAL INCENTIVE	2,419
10-95 SALARY ADJUSTMENT	478
TOTAL PERSONAL SERVICES	190,614

BENEFITS	
15-01 SOCIAL SECURITY	14,582
15-02 EMPLOYEES' RETIREMENT	22,206
15-03 GROUP INSURANCE	22,805
15-06 TRAVEL & SCHOOL	5,000
15-07 UNIFORMS	1,250
15-13 LIFE	834
15-14 DENTAL	1,983
15-20 OVERHEAD HEALTH CARE COST	253
15-98 RETIREE INSURANCE	9,270
TOTAL BENEFITS	78,183

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	9,100
20-35 SMALL TOOLS & EQUIPMENT	1,000
20-41 SUPPLIES	7,500
20-63 FLEET MAINTENANCE - FUEL	2,831
20-64 FLEET MAINTENANCE - PARTS	1,717
20-65 FLEET MAINTENANCE - LABOR	2,638
TOTAL MATERIALS & SUPPLIES	24,786

OTHER SERVICES & CHARGES	
30-01 UTILITIES & COMMUNICATIONS	4,500
30-23 UPKEEP REAL PROPERTY	18,000
30-40 CONTRACTUAL	26,420
30-43 HARDWARE/SOFTWARE MAINTENANCE	12,100
30-49 CREDIT CARD FEES	8,500
30-54 VEHICLE INSURANCE	1,000
30-72 MEMBERSHIPS & SUBSCRIPTIONS	1,440
30-85 INSURANCE-FIRE, THEFT, LIAB	37,012
TOTAL OTHER SERVICES & CHARGES	108,972

TOTAL DEPARTMENT REQUEST **402,555**

FUND: GENERAL (010)
DEPARTMENT: FINANCE (08)
DEPARTMENT HEAD: TIATIA CROMAR

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2022-23	2023-24	2023-24	2024-25
PERSONAL SERVICES	541,629	569,119	552,398	601,997
BENEFITS	208,411	228,509	220,192	236,270
MATERIALS & SUPPLIES	4,859	5,997	5,927	5,700
OTHER SERVICES	5,198	6,960	6,961	7,000
TOTAL	760,097	810,585	785,478	850,967

PERMANENT STAFFING	FY 24-25	FY 23-24	PERSONNEL POSITIONS SUMMARY:
Finance Director	0.9	0.9	
Deputy Finance Director	0.925	0.925	
Financial Accountant	0.5	0.5	2017-18 - 8
Staff Accountant	1.5	1.5	2018-19 - 7.9
Accounts Payable Technician	1	1	2019-20 - 7.825
Accounts Receivable Clerk	1	1	2020-21 - 6.825
Senior Accountant	1	1	2021-22 - 6.825
			2022-23 - 6.825
			2023-24 - 6.825
TOTAL	6.825	6.825	2024-25 - 6.825

Reduced 1 Staff Accountant & Added Senior Accountant FY 22-23
 PR Coordinator moved to H/R (010-03) FY 20-21
 Deputy Finance Director - .075 to Hospital Authority (425) FY 19-20
 Finance Director - 10% to Hospital Authority (425) FY 18-19
 Financial Accountant moved 25% to Hospital Authority (425) FY 18-19
 Staff Accountant moved 25% from Downtown Redevelopment (194) to Economic Development Authority (353) FY 18-19
 Staff Accountant moved 25% from Hospital Authority (425) to Finance (010-08) FY 18-19
 Staff Accountant Funded by .25 Utilities (187), .25 Downtown Redevelopment (194), .25 Hospital Authority (425) FY 17-18
 Financial Accountant Funded by Hotel/Conf Center (195) @ .25

FINAL BUDGET 2024-2025

PERSONAL SERVICES	
10-01 SALARIES	568,495
10-03 OVERTIME	4,000
10-07 ALLOWANCES	5,466
10-10 LONGEVITY	9,261
10-11 SL BUYBACK	3,436
10-12 VL BUYBACK	867
10-13 PDO BUYBACK	2,306
10-14 SICK LEAVE INCENTIVE	4,793
10-17 ADDITIONAL INCENTIVE	2,160
10-95 SALARY ADJUSTMENT	1,213
TOTAL PERSONAL SERVICES	601,997

BENEFITS	
15-01 SOCIAL SECURITY	46,053
15-02 EMPLOYEES' RETIREMENT	84,280
15-03 GROUP INSURANCE	79,067
15-06 TRAVEL & SCHOOL	12,000
15-13 LIFE	2,117
15-14 DENTAL	6,435
15-20 INSURANCE OVERHEAD	1,070
15-98 RETIREE INSURANCE	5,249
TOTAL BENEFITS	236,270

MATERIALS & SUPPLIES	
20-35 SMALL TOOLS & EQUIPMENT	2,200
20-41 SUPPLIES	3,500
TOTAL MATERIALS & SUPPLIES	5,700

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	300
30-43 COMPUTER SOFTWARE MAINTENANCE	4,500
30-72 MEMBERSHIPS/SUBSCRIPTIONS	2,200
TOTAL OTHER SERVICES & CHARGES	7,000

TOTAL DEPARTMENT REQUEST 850,967

CONTRACTUAL (30-40) FY 24-25	
Shred-It	300
TOTAL	300

FUND: GENERAL (010)
DEPARTMENT: STREETS (09)
DEPARTMENT HEAD: PAUL STREETS

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	1,104,376	1,392,613	1,196,226	1,444,482
BENEFITS	476,376	649,607	526,718	632,783
MATERIALS & SUPPLIES	540,047	687,874	596,666	786,789
OTHER SERVICES	663,544	798,420	789,799	654,330
TOTAL	2,784,343	3,528,514	3,109,409	3,518,384

PERMANENT STAFFING	FY 24-25	FY 23-24
Street Supervisor	0.75	0.75
Street Project Supervisor	1	1
Facility Project Supervisor	0.5	0.5
Equipment Operator II	4	4
Equipment Operator I	18	18
Sign/Signal Technician	1	1
Inventory Control Tech III	1	1
Grounds Keeper (Baseball Fields)	1	1
Irrigation Technician	1	1
Park Project Supervisor	1	1
Line Locator	0.2	0

TOTAL 29.45 29.25

SEASONAL STAFFING	FY 24-25	FY 23-24
Laborer	0.5	0.5

Added Line Locator 0.2 in FY 24-25
 Added 2 Equipment Operator I in FY 23-24
 .50 Street Project Supervisor from Drainage (060) in FY 22-23
 .25 Facility Project Supervisor moved to Fund 45 in FY 21-22
 .25 Facility Project Supervisor moved from Fund 45 in FY 20-21
 .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 Economic Development Authority (353)

FINAL BUDGET 2024-2025

PERSONAL SERVICES	
10-01 SALARIES	1,352,274
10-02 WAGES	10,000
10-03 OVERTIME	7,500
10-07 ALLOWANCES	7,341
10-10 LONGEVITY	21,700
10-11 SL BUYBACK	5,839
10-12 VACATION BUYBACK	1,116
10-13 PDO BUYBACK	1,518
10-14 SL INCENTIVE	14,025
10-17 ADDITIONAL INCENTVE	12,827
10-19 ON CALL	5,500
10-95 1X SALARY ADJUSTMENT	4,842
TOTAL PERSONAL SERVICES	1,444,482

BENEFITS	
15-01 SOCIAL SECURITY	110,503
15-02 EMPLOYEES' RETIREMENT	200,827
15-03 GROUP INSURANCE	192,377
15-04 SELF INSURANCE	50,675
15-06 TRAVEL & SCHOOL	6,000
15-07 UNIFORMS	18,000
15-13 LIFE	9,135
15-14 DENTAL	15,607
15-20 OVERHEAD HEALTH CARE COST	2,768
15-98 RETIREE INSURANCE	26,891
TOTAL BENEFITS	632,783

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	7,000
20-35 SMALL TOOLS & EQUIPMENT	18,000
20-41 SUPPLIES	202,500
20-49 CHEMICALS	90,000
20-63 FLEET MAINTENANCE - FUEL	90,507
20-64 FLEET MAINTENANCE - PARTS	223,964
20-65 FLEET MAINTENANCE - LABOR	154,818
TOTAL MATERIALS & SUPPLIES	786,789

(CONTINUED)

FUND: GENERAL (010)
DEPARTMENT: STREETS (09)
DEPARTMENT HEAD: PAUL STREETS
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CONTRACTUAL (30-40) FY 24-25

Sod	10,000
Tree Service	30,000
Lawn & Landscaping Services	20,000
King Pest Control	300
Electrical	5,000
Plumbing	10,000
Ameriworks	2,500
TOTAL	77,800

OTHER SERVICES AND CHARGES	
30-01 UTILITIES/COMMUNICATIONS	31,500
30-22 PWA REIMBURSEMENT	291,103
30-23 UPKEEP REAL PROPERTY	10,000
30-40 CONTRACTUAL	77,800
30-41 CONTRACT LABOR	170,000
30-43 HARDWARE/SOFTWARE MAINT	8,038
30-54 VEHICLE ACCIDENT INSUR	2,000
30-72 MEMBERSHIPS/SUBSCRIPTIONS	750
30-85 INSURANCE-FIRE, THEFT, LIAB	63,139
TOTAL OTHER SERVICES AND CHARGES	654,330

TOTAL DEPARTMENT REQUEST 3,518,384

FUND: GENERAL (010)
DEPARTMENT: ANIMAL WELFARE (10)
DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	389,157	435,096	387,953	412,190
BENEFITS	129,715	153,522	125,157	144,124
MATERIALS & SUPPLIES	38,375	61,160	46,639	71,793
OTHER SERVICES	65,367	78,874	67,513	76,775
TOTAL	622,614	728,652	627,262	704,882

PERMANENT STAFFING	FY 24-25	FY 23-24
Admin Secretary I	1	1
Animal Control Officer	4	4
Animal Welfare Manager	1	1
TOTAL	6	6

PART TIME	FY 24-25	FY 23-24
Animal Welfare PT Asst	1	1

FY 22-23 Added 1 PT Asst
 FY 21-22 Added Admin Sec I and PT Asst
 FY 21-22 Supervisor title changed to Manager
 FY 20-21 Removed PT Asst

CONTRACTUAL (30-40) FY 24-25

Verizon Wireless	2,160
Lawn Service	2,200
Pest Control	720
Cintas - Mops	1,080
Copier	600
Unifirst	1,200
Jackson Mechanical	6,400
Jan Pro - Window Cleaning	3,400
Cintas First Aid	780
TOTAL	18,540

FINAL BUDGET 2024-2025

PERSONAL SERVICES

10-01 SALARIES	344,550
10-02 WAGES	39,018
10-03 OVERTIME	8,500
10-07 ALLOWANCES	480
10-10 LONGEVITY	7,788
10-13 PDO BUYBACK	1,634
10-14 SL INCENTIVE	1,800
10-17 ADDITIONAL INCENTVE	1,800
10-19 ON CALL	5,376
10-95 1X SALARY ADJUSTMENT	1,244
TOTAL PERSONAL SERVICES	412,190

BENEFITS

15-01 SOCIAL SECURITY	31,533
15-02 EMPLOYEES' RETIREMENT	52,244
15-03 GROUP INSURANCE	38,891
15-06 TRAVEL & SCHOOL	7,360
15-07 UNIFORMS	8,885
15-13 LIFE	1,861
15-14 DENTAL	2,786
15-20 OVERHEAD HEALTH CARE COST	564
TOTAL BENEFITS	144,124

MATERIALS & SUPPLIES

20-34 MAINTENANCE OF EQUIPMENT	15,000
20-35 SMALL TOOLS & EQUIPMENT	6,466
20-41 SUPPLIES	35,784
20-63 FLEET MAINTENANCE - FUEL	6,443
20-64 FLEET MAINTENANCE - PARTS	3,256
20-65 FLEET MAINTENANCE - LABOR	4,844
TOTAL MATERIALS & SUPPLIES	71,793

OTHER SERVICES & CHARGES

30-01 UTILITIES & COMMUNICATIONS	43,000
30-23 UPKEEP REAL PROPERTY	10,000
30-40 CONTRACTUAL	18,540
30-49 CREDIT CARD FEES	5,235
TOTAL OTHER SERVICES & CHARGES	76,775

TOTAL DEPARTMENT REQUEST

704,882

FUND: GENERAL (010)
DEPARTMENT: MUNICIPAL COURT (12)
DEPARTMENT HEAD: RYAN RUSHING

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2022-23	2023-24	2023-24	2024-25
PERSONAL SERVICES	408,686	436,260	432,758	469,551
BENEFITS	110,546	118,220	125,805	137,770
MATERIALS & SUPPLIES	2,118	6,117	4,146	8,200
OTHER SERVICES	8,031	16,188	14,033	16,650
TOTAL	529,381	576,785	576,743	632,171

PERMANENT STAFFING	FY 24-25	FY 23-24
Municipal Prosecutor	0.75	0.75
Court Administrator	1	1
Deputy Court Clerk	1	1
Clerk - Court	3	3
TOTAL	5.75	5.75

PART-TIME	FY 24-25	FY 23-24
On Call Prosecutor	0.5	0.5
Clerk - Court	1	1
City Municipal Judge	2	2

FY 22-23 moved .25 Municipal Prosecutor to Juvenile (025)
 FY 22-23 moved .25 Court Administrator from Juvenile (025)
 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

PER APPEARANCE RATE FOR JUDGES

	CURRENT
Criminal	467.76
Environmental	311.84
Juvenile	311.84

FINAL BUDGET 2024-2025

PERSONAL SERVICES	
10-01 SALARIES	352,145
10-02 WAGES	100,000
10-03 OVERTIME	50
10-07 ALLOWANCES	1,980
10-10 LONGEVITY	6,198
10-13 PDO BUYBACK	1,854
10-14 SICK LEAVE INCENTIVE	4,275
10-17 ADDITIONAL INCENTIVE	900
10-18 SEPARATION PAY	950
10-95 1X SALARY ADJUSTMENT	1,199
TOTAL PERSONAL SERVICES	469,551

BENEFITS	
15-01 SOCIAL SECURITY	35,921
15-02 EMPLOYEES' RETIREMENT	51,737
15-03 GROUP INSURANCE	34,601
15-06 TRAVEL & SCHOOL	3,500
15-13 LIFE	1,784
15-14 DENTAL	4,099
15-20 OVERHEAD HEALTH CARE COST	541
15-98 RETIREE INSURANCE	5,587
TOTAL BENEFITS	137,770

MATERIALS & SUPPLIES	
20-35 SMALL TOOLS & EQUIPMENT	4,700
20-41 SUPPLIES	3,500
TOTAL MATERIALS & SUPPLIES	8,200

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	12,150
30-43 COMPUTER SOFTWARE MAINT	500
30-72 MEMBERSHIPS & SUBSCRIPTIONS	4,000
TOTAL OTHER SERVICES & CHARGES	16,650

TOTAL DEPARTMENT REQUEST **632,171**

(CONTINUED)

FUND: GENERAL (010)
DEPARTMENT: MUNICIPAL COURT (12)
DEPARTMENT HEAD: RYAN RUSHING
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CONTRACTUAL (30-40) FY 24-25

Copier Lease	1,500
Shred It Services	700
Polygraphs	300
Clerical Testing	60
Job Advertising	300
Public Legal Notices	300
Court Interpreters	500
Drug Testing	120
Camera Maintenance	320
ODIS	750
OLETS	300
Public Defense Fund	6,000
Jury Trials	1,000
TOTAL	12,150

FUND: GENERAL (010)
DEPARTMENT: NEIGHBORHOOD SERVICES (15)
DEPARTMENT HEAD: MIKE STROH / TERRI CRAFT

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2022-23	2023-24	2023-24	2024-25
PERSONAL SERVICES	820,549	953,926	935,743	994,712
BENEFITS	282,889	338,317	339,180	363,278
MATERIALS & SUPPLIES	63,225	83,242	82,632	90,546
OTHER SERVICES	202,251	270,045	272,184	317,734
TOTAL	1,368,913	1,645,530	1,629,739	1,766,270

PERMANENT STAFFING	FY 24-25	FY 23-24
Neighborhood Services Dir	0.5	0.5
Lead Code Officer/Trainer	1	1
Neighborhood Init Coord	3	3
NIA Coordinator	1	1
Comm. Outreach Specialist	1	1
Code Enforce Officer FT	5.75	5.75
Staff Secretary	1	1
TOTAL	13.25	13.25

PART TIME	FY 24-25	FY 23-24
Comm. Services/Tuancy Tech	0.5	0.5

FY 23-24 moved .25 Neighborhood Svc Dir from Fund 310 (.50 total)
FY 22-23 changed Code Enforce Officer from .20 to .75 from Fund 187
FY 22-23 moved .25 Neighborhood Svc Dir from Fund 310
FY 20-21 Neighborhood Init Coord position not filled

PERSONNEL
POSITIONS
SUMMARY:
2017-18 - 12
2018-19 - 12
2019-20 - 12.2
2020-21 - 12.2
2021-22 - 12.2
2022-23 - 13
2023-24 - 13.25
2024-25 - 13.25

FINAL BUDGET 2024-2025

NEIGHBORHOOD SERVICES (1510)

PERSONAL SERVICES	
10-01 SALARIES	753,266
10-07 ALLOWANCES	3,270
10-10 LONGEVITY	24,379
10-11 SL BUYBACK - OVER BANK	871
10-12 VL BUYBACK	1,326
10-13 PDO BUYBACK	2,744
10-14 SL INCENTIVE	4,100
10-17 ADDITIONAL INCENTVE	5,176
10-95 1X SALARY ADJUSTMENT	1,999
TOTAL PERSONAL SERVICES	797,131

BENEFITS	
15-01 SOCIAL SECURITY	60,981
15-02 EMPLOYEES' RETIREMENT	111,598
15-03 GROUP INSURANCE	100,035
15-06 TRAVEL & SCHOOL	11,520
15-07 UNIFORMS	6,500
15-13 LIFE	3,490
15-14 DENTAL	7,794
15-20 OVERHEAD HEALTH CARE COST	1,404
TOTAL BENEFITS	303,322

MATERIALS & SUPPLIES	
20-01 NEIGHBORHOOD INITIATIVE	40,000
20-34 MAINTENANCE OF EQUIPMENT	2,500
20-41 SUPPLIES	6,500
20-63 FLEET MAINTENANCE - FUEL	12,026
20-64 FLEET MAINTENANCE - PARTS	7,336
20-65 FLEET MAINTENANCE - LABOR	10,484
TOTAL MATERIALS & SUPPLIES	78,846

OTHER SERVICES & CHARGES	
30-01 UTILITIES & COMMUNICATIONS	14,500
30-23 UPKEEP REAL PROPERTY	6,000
30-40 CONTRACTUAL	26,400
30-43 HARDWARE/SOFTWARE MAINT	104,330
30-72 MEMBERSHIPS & SUBSCRIPTIONS	750
30-85 INSURANCE FIRE-THEFT-LIABILITY	46,754
TOTAL OTHER SERVICES & CHARGES	198,734

TOTAL DIVISION REQUEST 1,378,033

(CONTINUED)

FUND: GENERAL (010)
DEPARTMENT: NEIGHBORHOOD SERVICES (15)
DEPARTMENT HEAD: MIKE STROH / TERRI CRAFT
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NEIGHBORHOOD INITIATIVE (20-01) NBHD SVCS 1510 FY 24-25

Supplies	3,800
Meetings (\$75.00 per mtg x 196)	14,700
Association Celebration	2,500
Council of Presidents	2,500
33 Association, 5 Events	16,500
TOTAL	40,000

CONTRACTUAL (30-40) NHBD SVCS 1510 FY 24-25

Jan-Pro	13,000
Automatic Fire Sprinkler	2,000
Fire Alarm Radio Mesh	2,500
One Source Copier/Printer	4,000
A-Team Pest Control	1,200
Unifirst - Supply	2,500
Unifirst - First Aid	1,200
TOTAL	26,400

CONTRACTUAL (30-40) NHBDS IN ACTION 1530 FY 24-25

NIA Programming	2,000
Copier	1,000
Boys & Girls Club	75,000
Janitor Services	10,000
VITA	11,000
TOTAL	99,000

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.

NEIGHBORHOODS IN ACTION (1530)

PERSONAL SERVICES

10-01 SALARIES	155,706
10-02 WAGES	22,000
10-07 ALLOWANCES	2,640
10-10 LONGEVITY	6,594
10-11 SL BUYBACK - OVER BANK	3,602
10-12 VL BUYBACK	1,797
10-13 PDO BUYBACK	1,198
10-14 SL INCENTIVE	1,800
10-17 ADDITIONAL INCENTIVE	1,800
10-95 1X SALARY ADJUSTMENT	444
TOTAL PERSONAL SERVICES	197,581

BENEFITS

15-01 SOCIAL SECURITY	15,115
15-02 EMPLOYEES' RETIREMENT	24,581
15-03 GROUP INSURANCE	18,307
15-13 LIFE	620
15-14 DENTAL	1,145
15-20 OVERHEAD HEALTH CARE COST	188
TOTAL BENEFITS	59,956

MATERIALS & SUPPLIES

20-41 SUPPLIES	6,000
20-63 FLEET MAINTENANCE - FUEL	591
20-64 FLEET MAINTENANCE - PARTS	2,122
20-65 FLEET MAINTENANCE - LABOR	2,987
TOTAL MATERIALS & SUPPLIES	11,700

OTHER SERVICES & CHARGES

30-01 UTILITIES & COMMUNICATIONS	15,000
30-23 UPKEEP REAL PROPERTY	5,000
30-40 CONTRACTUAL	99,000
TOTAL OTHER SERVICES & CHARGES	119,000

TOTAL DIVISION REQUEST 388,237

TOTAL DEPARTMENT REQUEST 1,766,270

FUND: GENERAL (010)
DEPARTMENT: IT (16)
DEPARTMENT HEAD: ALLEN STEPHENSON

EXPENDITURES	AMENDED		ESTIMATED	
	ACTUAL 2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	581,999	705,023	558,428	736,700
BENEFITS	198,447	246,235	193,572	250,665
MATERIALS & SUPPLIES	27,413	44,433	39,741	37,681
OTHER SERVICES	21,740	62,222	53,628	54,603
TOTAL	829,599	1,057,913	845,369	1,079,649

PERMANENT STAFFING	FY 24-25	FY 23-24	PERSONNEL POSITIONS SUMMARY:
IT Director	1	1	
IT Supervisor	1	0	
IT Coordinator	0	1	2017-18 - 4.105
Information Security Specialist	1	1	2018-19 - 4.105
Systems Administrator	1	1	2019-20 - 5.105
Communications Coord - IT	0.105	0.105	2020-21 - 5.105
Computer Technician	2	2	2021-22 - 6.105
GIS Analyst	1	1	2022-23 - 8.605
GIS Coordinator	0.5	0.5	2023-24 - 8.605
GIS Technician	1	1	2024-25 - 8.605
TOTAL	8.605	8.605	

Changed IT Coordinator to IT Supervisor in FY 24-25
 Eliminated Security Administrator, Data Center Administrator & 1 Computer Technician
 and replaced with IT Coordinator, Information Security Specialist & Systems
 Administrator in FY 22-23
 Moved GIS Analyst from Com Dev (010-05) FY 22-23
 Moved .5 GIS Coordinator from Com Dev (010-05) FY 22-23
 Moved GIS Technician from Com Dev (010-05) FY 22-23
 Added Radio Technician FY 22-23
 Added Chief Information Security Officer FY 21-22
 Eliminated Asst. IT Director FY 21-22
 Moved Part Time Tech to Tech Fund (014) FY 21-22
 Eliminated Sys Admin and added (1) Comp Tech FY 20-21

FINAL BUDGET 2024-2025

PERSONAL SERVICES	
10-01 SALARIES	691,691
10-07 ALLOWANCES	10,667
10-10 LONGEVITY	12,843
10-11 SL BUYBACK	3,742
10-13 PDO BUYBACK	3,928
10-14 SICK LEAVE INCENTIVE	4,500
10-17 ADDITIONAL INCENTIVE	3,600
10-19 ON CALL	4,200
10-95 SALARY ADJUSTMENT	1,529
TOTAL PERSONAL SERVICES	736,700

BENEFITS	
15-01 SOCIAL SECURITY	56,358
15-02 EMPLOYEES' RETIREMENT	103,138
15-03 GROUP INSURANCE	81,284
15-13 LIFE	2,669
15-14 DENTAL	5,871
15-20 OVERHEAD HEALTH CARE COST	1,345
TOTAL BENEFITS	250,665

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	12,000
20-35 SMALL TOOLS AND EQUIPMENT	8,918
20-41 SUPPLIES	8,000
20-63 FLEET FUEL	1,558
20-64 FLEET PARTS	2,332
20-65 FLEET LABOR	4,873
TOTAL MATERIALS & SUPPLIES	37,681

OTHER SERVICES & CHARGES	
30-23 UPKEEP REAL PROPERTY	15,000
30-34 MAINTENANCE OF EQUIPMENT	18,109
30-72 MEMBERSHIPS & SUBSCRIPTIONS	16,000
30-85 INSURANCE/FIRE, THEFT, LIABILITY	5,494
TOTAL OTHER SERVICES & CHARGES	54,603

TOTAL DEPARTMENT REQUEST 1,079,649

FUND: GENERAL (010)
DEPARTMENT: EMERGENCY RESPONSE CENTER (18)
DEPARTMENT HEAD: RYAN RUSHING

EXPENDITURES	AMENDED		ESTIMATED	
	ACTUAL 2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	888,333	930,436	863,304	955,224
BENEFITS	313,568	314,811	304,408	332,001
MATERIALS & SUPPLIES	1,763	3,653	3,063	3,000
OTHER SERVICES	2,927	8,004	8,004	8,183
TOTAL	1,206,592	1,256,904	1,178,779	1,298,408

PERMANENT STAFFING	FY 24-25	FY 23-24
Communication Spec I	8.5	9.5
Communications Coord - IT	0.26	0.26
Lead Dispatcher	4	3
TOTAL	12.76	12.76

PART TIME	FY 24-25	FY 23-24
Communication Spec 1	1	1

Changed 3 Communication Spec I to Lead Dispatcher FY 23-24
.50 Communication Spec II to Communication Spec I FY 23-24
Added 2 Part Time Communication Spec I FY 23-24

CONTRACTUAL (30-40) FY 24-25

Verizon (911 Text Phone)	1,080
Language Line	350
EMD Cards Renew	245
Eventide Maintenance	1,800
Radio Console Maintenance	1,835
Polygraph	600
Total Testing	390
TOTAL	6,300

FINAL BUDGET 2024-2025

PERSONAL SERVICES	
10-01 SALARIES	787,168
10-02 WAGES	30,000
10-03 OVERTIME	57,800
10-07 ALLOWANCES	203
10-10 LONGEVITY	26,915
10-11 SL BUYBACK	5,227
10-12 VACATION BUYBACK	4,298
10-13 PDO BUYBACK	16,554
10-14 SL INCENTIVE	8,100
10-17 ADDITIONAL INCENTVE	4,501
10-19 ON CALL	4,911
10-27 SHIFT DIFFERENTIAL	7,280
10-95 1 X SALARY ADJUSTMENT	2,267
TOTAL PERSONAL SERVICES	955,224

BENEFITS	
15-01 SOCIAL SECURITY	73,075
15-02 EMPLOYEES' RETIREMENT	133,731
15-03 GROUP INSURANCE	101,834
15-06 TRAVEL & SCHOOL	5,500
15-13 LIFE	3,958
15-14 DENTAL	7,793
15-20 OVERHEAD HEALTH CARE COST	1,199
15-98 RETIREE INSURANCE	4,911
TOTAL BENEFITS	332,001

MATERIALS & SUPPLIES	
20-41 SUPPLIES	3,000
TOTAL MATERIALS & SUPPLIES	3,000

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	6,300
30-72 MEMBERSHIPS & SUBSCRIPTIONS	1,883
TOTAL OTHER SERVICES & CHARGES	8,183

TOTAL DEPARTMENT REQUEST	1,298,408
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FUND: GENERAL (010)
DEPARTMENT: SWIMMING POOLS (19)
DEPARTMENT HEAD: JOSHUA RYAN

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	315,312	249,973	261,600	276,338
BENEFITS	27,933	24,746	23,430	29,183
MATERIALS & SUPPLIES	56,033	65,292	43,178	63,900
OTHER SERVICES	29,168	29,700	29,978	32,700
TOTAL	428,446	369,711	358,187	402,121

PERMANENT STAFFING **FY 24-25** **FY 23-24**

Parks & Rec Supervisor	0.338	0.338
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SEASONAL STAFFING **FY 24-25** **FY 23-24**

Aquatics Coordinator	1	1
Pool Manager	2	2
Guard Supervisors	3	3
Senior Guard	3	3
Lifeguards	46	45
Head Cashier	3	3
Cashiers	10	10
Seasonal Maintenance	0	1
TOTAL	68	68

.1625 Park & Rec Supervisor moved to Fund 123 FY 20-21
Elimated Aquatic & Rec Sup FY 21-22
Added Parks & Rec Sup FY 20-21

CONTRACTUAL (30-40) FY 24-25

Ameriworks	2,500
Cintas	2,500
TOTAL	5,000

FINAL BUDGET 2024-2025

PERSONAL SERVICES

10-01 SALARY	24,901
10-02 WAGES	225,000
10-03 OVERTIME	5,500
10-04 ADDITIONAL PAY	19,500
10-07 ALLOWANCES	1,073
10-17 ADDITIONAL INCENTVE	304
10-95 1X SALARY ADJUSTMENT	60
TOTAL PERSONAL SERVICES	276,338

BENEFITS

15-01 SOCIAL SECURITY	21,140
15-02 RETIREMENT	4,457
15-03 GROUP INSURANCE	2,092
15-13 LIFE	105
15-14 DENTAL	129
15-20 OVERHEAD HEALTH CARE COST	32
15-98 RETIREE INSURANCE	1,228
TOTAL BENEFITS	29,183

MATERIALS & SUPPLIES

20-35 SMALL TOOLS & EQUIPMENT	500
20-41 SUPPLIES	13,000
20-49 CHEMICALS	50,000
20-63 FLEET MAINTENANCE - FUEL	400
TOTAL MATERIALS & SUPPLIES	63,900

OTHER SERVICES & CHARGES

30-01 UTILITIES & COMMUNICATIONS	12,000
30-18 REFUNDS	1,700
30-23 UPKEEP REAL PROPERTY	10,000
30-40 CONTRACTUAL	5,000
30-49 CREDIT CARD FEES	4,000
TOTAL OTHER SERVICES & CHARGES	32,700

TOTAL DEPARTMENT REQUEST

402,121

FUND: GENERAL (010)
DEPARTMENT: COMMUNICATIONS (20)
DEPARTMENT HEAD: JOSHUA RYAN

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2022-23	2023-24	2023-24	2024-25
PERSONAL SERVICES	150,840	190,922	143,740	199,236
BENEFITS	50,033	76,701	51,938	70,716
MATERIALS & SUPPLIES	836	2,345	2,345	2,000
OTHER SERVICES	47,885	118,016	109,932	55,420
TOTAL	249,593	387,984	307,955	327,372

PERMANENT STAFFING	FY 24-25	FY 23-24	PERSONNEL POSITIONS SUMMARY:
Communications Director	0.75	0.75	2017-18 - 0
CVB Manager	0.56	0.56	2018-19 - .75
Events Specialist	1	1	2019-20 - .75
TOTAL	2.31	2.31	2020-21 - 2.31
			2021-22 - 2.31
			2022-23 - 2.31
			2023-24 - 2.31
			2024-25 - 2.31

.56 CVB Manager from 010-06 Parks & Rec FY 20-21
1.0 Events Specialist from 010-06 Parks & Rec FY 20-21
.25 of salary paid by PWA FY 18-19
This is a new department created in FY 18-19

CONTRACTUAL (30-40) FY 24-25

Newsletter Services	6,000
CivicPlus - Website Hosting & Training	12,000
Archive Social - Social Media Archiving	9,000
Professional Video/Photo/Graphic Design	7,000
Canva Team	2,000
Signup Genius	270
Adobe Team	1,400
Bitly	350
Constant Contact	1,600
TOTAL	39,620

FINAL BUDGET 2024-2025

PERSONAL SERVICES

10-01 SALARIES	191,229
10-07 ALLOWANCES	5,327
10-10 LONGEVITY	1,895
10-14 SL INCENTIVE	375
10-95 SALARY ADJUSTMENT	410
TOTAL PERSONAL SERVICES	199,236

BENEFITS

15-01 SOCIAL SECURITY	15,242
15-02 EMPLOYEES' RETIREMENT	27,893
15-03 GROUP INSURANCE	21,718
15-06 TRAVEL & SCHOOL	3,000
15-13 LIFE	717
15-14 DENTAL	1,599
15-20 OVERHEAD HEALTH CARE COST	547
TOTAL BENEFITS	70,716

MATERIALS & SUPPLIES

20-41 SUPPLIES	2,000
TOTAL MATERIALS & SUPPLIES	2,000

OTHER SERVICES & CHARGES

30-01 UTILITIES	800
30-40 CONTRACTUAL	39,620
30-43 COMPUTER SOFTWARE MAINT	500
30-55 MARKETING/COMMUNICATIONS	13,000
30-72 MEMBERSHIPS & SUBSCRIPTIONS	1,500
TOTAL OTHER SERVICES & CHARGES	55,420

TOTAL DEPARTMENT REQUEST 327,372

MARKETING/COMMUNICATIONS (30-55) FY 24-25

City Service Advertising	13,000
TOTAL	13,000

FUND: GENERAL (010)
DEPARTMENT: ENGINEERING & CONSTRUCTION SVCS (24)
DEPARTMENT HEAD: BRANDON BUNDY

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2022-23	2023-24	2023-24	2024-25
PERSONAL SERVICES	775,334	913,558	844,215	957,103
BENEFITS	297,940	348,346	323,031	369,743
MATERIALS & SUPPLIES	43,916	44,740	45,323	61,625
OTHER SERVICES	208,537	447,251	449,518	439,255
TOTAL	1,325,727	1,753,895	1,662,087	1,827,726

PERMANENT STAFFING	FY 24-25	FY 23-24	PERSONNEL POSITIONS SUMMARY:
Dir. Of Eng & Const Services	1	1	
Administrative Secretary	0.5	0.5	
City Engineer	0.5	0.5	2022-23 - 11.75
Engineering Project Manager	2	1	2023-24 - 11.75
Chief Construction Inspector	0	0.25	2024-25 - 11.75
Chief Building Official	1	1	
Building/Housing Code Inspector	2	2	
Clerk	2	2	
Maintenance Tech/Lead Janitor	1	1	
Janitor	0.5	1.5	
Construction Inspector I	1.25	1	
TOTAL	11.75	11.75	

PART TIME	FY 24-25	FY 23-24
Intern	0.5	0.5

FY 24-25 moved .25 Chief Construction Inspector to Construction Inspector 1
 FY 24-25 remove 1. Janitor position
 FY 24-25 moved part time Intern from 010-05 Comm Dev
 FY 23-24 added a second Engineering Project Manager
 This is a new department created in FY 22-23:
 moved .25 Chief Construction Inspector, .50 (Prev PWA City Engineer) City Engineer from PWA (075)
 moved (Prev. City Engineer - Comm Dev) Dir. Of Eng & Const Services, Engineering Project Manager, Chief Building Inspector, Maintenance Tech/Janitor, GIS Analyst, GIS Technician, 2 Building Inspectors, .5 Administrative Secretary, 2 DS Clerks, 1.5 Janitor, .5 GIS Coordinator from Comm Dev (010-05)
 added Construction Inspector I

CONTRACTUAL (30-40) FY 24-25

ASL	600
Florida Plant	1,080
Plan Review & 3rd Party Inspections	40,320
Fire Extinguisher & Alarm Monitoring	3,500
Cleaning of City Hall	15,500
Traffic Counts	5,000
Update of Engineering Standards	50,000
TOTAL	116,000

FINAL BUDGET 2024-2025

PERSONAL SERVICES	
10-01 SALARIES	877,480
10-02 WAGES	21,202
10-03 OVERTIME	2,500
10-07 ALLOWANCES	14,100
10-10 LONGEVITY	20,611
10-11 SL BUYBACK - OVERBANK	6,913
10-13 PDO BUYBACK	2,007
10-14 SICK LEAVE INCENTIVE	6,150
10-17 ADDITIONAL INCENTIVE	4,051
10-95 SALARY ADJUSTMENT	2,088
TOTAL PERSONAL SERVICES	957,103

BENEFITS	
15-01 SOCIAL SECURITY	73,218
15-02 EMPLOYEES' RETIREMENT	131,026
15-03 GROUP INSURANCE	130,390
15-06 TRAVEL & SCHOOL	16,490
15-07 UNIFORMS	3,420
15-13 LIFE	3,645
15-14 DENTAL	9,859
15-20 OVERHEAD HEALTH CARE COST	1,695
TOTAL BENEFITS	369,743

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	18,100
20-35 SMALL TOOLS & EQUIPMENT	1,000
20-41 SUPPLIES	17,700
20-63 FLEET FUEL	9,835
20-64 FLEET PARTS	7,220
20-65 FLEET LABOR	7,770
TOTAL MATERIALS & SUPPLIES	61,625

OTHER SERVICES & CHARGES	
30-23 UPKEEP REAL PROPERTY	58,520
30-34 MAINTENANCE OF EQUIPMENT	18,100
30-40 CONTRACTUAL	116,000
30-43 HARDWARE/SOFTWARE MAINT	197,856
30-49 CREDIT CARD FEES	25,000
30-72 MEMBERSHIPS & SUBSCRIPTIONS	10,917
30-75 LEGAL PUBLICATIONS	2,500
30-85 INSURANCE/FIRE, THEFT, LIAB	10,362
TOTAL OTHER SERVICES & CHARGES	439,255

TOTAL DEPARTMENT REQUEST	1,827,726
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FUND: GENERAL (010)
DEPARTMENT: SENIOR CENTER (55)
DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	144,793	148,625	142,699	151,542
BENEFITS	52,321	55,541	54,211	57,515
MATERIALS & SUPPLIES	5,586	6,202	6,315	9,600
OTHER SERVICES	41,361	44,161	41,483	46,397
TOTAL	244,061	254,529	244,707	265,054

PERMANENT STAFFING	FY 24-25	FY 23-24
Senior Center Coordinator	1	1
Janitor	0.4	0.4
Senior Center Asst Coord	1	1
TOTAL	2.4	2.4
WAGES	FY 24-25	FY 23-24
Sr Ctr Bldg Attend - Part Time	0.5	0.5

FY 21-22 Eliminated Park & Rec Manager, added Senior Center Coordinator
 FY 20-21 Sr Ctr Coord position not filled
 Note: This fund moved from 010-06 Parks & Rec in FY 19-20

CONTRACTUAL (30-40) FY 24-25

Capital City Processors/Valley Proteins	600
Charley's Pest Control	720
Comtec	1,000
Johnson Control Fire Protection	1,200
Unifirst Holding	1,028
Aqualife	1,000
Florida Wholesale Plant	1,000
Spencer Heat & Air	2,000
Qasim Alim Carpet Cleaning	1,500
Cintas	3,300
Image Net Consulting LLC	400
TOTAL	13,748

FINAL BUDGET 2024-2025

PERSONAL SERVICES	
10-01 SALARIES	132,104
10-02 WAGES	10,000
10-03 OVERTIME	150
10-07 ALLOWANCES	480
10-10 LONGEVITY	4,386
10-11 SL BUYBACK	1,742
10-13 PDO BUYBACK	905
10-14 SICK LEAVE INCENTIVE	900
10-17 ADDITIONAL INCENTIVE	360
10-95 SALARY ADJUSTMENT	515
TOTAL PERSONAL SERVICES	151,542

BENEFITS	
15-01 SOCIAL SECURITY	11,593
15-02 EMPLOYEES' RETIREMENT	19,816
15-03 GROUP INSURANCE	22,263
15-06 TRAVEL & SCHOOL	1,000
15-13 LIFE	744
15-14 DENTAL	1,873
15-20 OVERHEAD HEALTH CARE COST	226
TOTAL BENEFITS	57,515

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	1,000
20-35 SMALL TOOLS & EQUIPMENT	1,600
20-41 SUPPLIES	7,000
TOTAL MATERIALS & SUPPLIES	9,600

OTHER SERVICES & CHARGES	
30-01 UTILITIES & COMMUNICATIONS	20,000
30-23 UPKEEP REAL PROPERTY	5,000
30-40 CONTRACTUAL	13,748
30-85 INSURANCE-FIRE, THEFT, LIAB	7,649
TOTAL OTHER SERVICES & CHARGES	46,397

TOTAL DEPARTMENT REQUEST 265,054

FUND: STREET & ALLEY (013)
DEPARTMENT: STREET (09)
DEPARTMENT HEAD: PAUL STREETS

EXPENDITURES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
MATERIALS & SUPPLIES	59,197	100,715	70,867	107,000
OTHER SERVICES	29,575	106,450	106,450	185,000
CAPITAL OUTLAY	140,633	1,176,883	1,176,883	520,000
TOTAL	229,405	1,384,048	1,354,200	812,000

REVENUES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
TAXES	527,370	525,113	508,207	533,467
INTEREST	32,673	17,355	71,094	55,085
TRANSFER IN (191)	29,575	50,000	50,000	50,000
TOTAL	589,618	592,468	629,300	638,552

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	1,617,200	630,345	701,761	1,545,784	6/30/2022
6/30/2022	1,545,784	589,618	229,405	1,905,998	6/30/2023
6/30/2023	1,905,998	629,300	1,354,200	1,181,098	6/30/2024 - EST
6/30/2024	1,181,098	638,552	812,000	1,007,650	6/30/2025 - EST

CONTRACTUAL (30-40) FY 24-25

Dolese Brothers Company	25,000
Concrete Repair Contractors	65,000
Geotechnical Engineering	10,000
Mid State Traffic Control	80,000
Asphalt	5,000
TOTAL	185,000

FINAL BUDGET 2024-2025

MATERIALS & SUPPLIES	
20-41 MATERIALS (CRACKSEAL SUPPLIES)	107,000
TOTAL MATERIALS & SUPPLIES	107,000

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	185,000
TOTAL OTHER SERVICES & CHARGES	185,000

CAPITAL OUTLAY	
40-06 INFRASTRUCTURE	470,000
40-15 IOB	50,000
TOTAL CAPITAL OUTLAY	520,000

TOTAL DEPARTMENT REQUEST **812,000**

CAPITAL OUTLAY FY 24-25

Infrastructure	470,000
Infrastructure Other Than Building	50,000
TOTAL	520,000

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

MISC CITY WIDE THERMO STR	28,923
RESIDENTIAL STREET REPAIR	1,923
INFRASTRUCTURE	550,000
SE 15TH / AIR DEPOT SIGNAL	50,000
29TH ST - AIR DEPOT TO MW	100,000
SCHOOL ZONE FLASHER ENGINEERING	3,800
MIDWEST BLVD MATCH (MULTI YEAR)	200,000
TRAFFIC STUDY	13,800
REPL BRIDGE BEARING NE 36	112,187
CITY-WIDE ST SIGN REPL	50,000
FRIENDLY RD XDRAIN	35,000
INFRAS OTHER THAN BLDG	31,250
TOTAL	1,176,883

FUND: TECHNOLOGY (014)
DEPARTMENT: GENERAL GOVERNMENT (14)
DEPARTMENT HEAD: ALLEN STEPHENSON

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	49,905	48,289	42,177	77,189
BENEFITS	11,129	33,016	11,170	33,977
OTHER SERVICES	166,288	316,770	202,370	234,187
CAPITAL OUTLAY	-	204,204	204,204	35,000
TOTAL	227,322	602,279	459,921	380,353

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
LICENSES & PERMITS	24,400	20,622	23,500	20,500
CHARGES FOR SERVICES	293,589	313,711	289,955	293,362
FINES & FORFEITURES	5,498	7,807	6,315	6,556
INVESTMENT INTEREST	12,260	6,350	27,732	21,140
MISCELLANEOUS	7,500	-	-	-
TOTAL	343,247	348,490	347,502	341,558

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2021	433,563	327,733	152,808	608,488
6/30/2022	608,488	343,247	227,322	724,414
6/30/2023	724,414	347,502	459,921	611,994
6/30/2024	611,994	341,558	380,353	573,199

Excludes Capital Outlay (17,268) **5% Reserve**
555,931

FINAL BUDGET 2024-2025

PERSONAL SERVICES	
10-02 WAGES	48,100
10-03 OVERTIME	29,000
10-95 1X SALARY ADJUSTMENT	89
TOTAL PERSONAL SERVICES	77,189

BENEFITS	
15-01 SOCIAL SECURITY	5,905
15-02 RETIREMENT	4,072
15-06 TRAVEL & SCHOOL	24,000
TOTAL BENEFITS	33,977

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	40,000
30-43 HARDWARE/SOFTWARE MAINTENANCE	194,187
TOTAL OTHER SERVICES & CHARGES	234,187

CAPITAL OUTLAY	
40-02 EQUIPMENT	35,000
TOTAL OTHER SERVICES & CHARGES	35,000

TOTAL DEPARTMENT REQUEST **380,353**

CAPITAL OUTLAY FY 24-25

Various Tools for IT Department	35,000
TOTAL	35,000

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

FIBER PROJECT	33,204
CYBER SECURITY IMPROVEMENT	35,000
NETWORK ANALYSIS EQUIP	35,000
CAMERA SITES EQUIP REPLACEMENT	21,000
PWA FIREWALL REPLACEMENT	10,000
TIMECLOCKS REPLACEMENT	70,000
TOTAL	204,204

(CONTINUED)

FUND: TECHNOLOGY (014)
DEPARTMENT: GENERAL GOVERNMENT (14)
DEPARTMENT HEAD: ALLEN STEPHENSON
PAGE TWO

PART TIME	FY 24-25	FY 23-24
Technician	1	0.5
TOTAL	1	0.5

FY 24-25: Added a PT Tech
 FY 21-22: Moved PT Tech from Fund 010-16 IT
 FY 21-22: Moved all permanent staff to Fund 010-16 IT
 FY 17-18: Move 80% System Administrator to fund 10-16 IT

CONTRACTUAL (30-40) FY 24-25

Information Technology Svcs (As needed to maintain software/hardware throughout the City)	40,000
TOTAL	40,000

PERSONNEL
POSITIONS SUMMARY:

2017-18 - 2
 2018-19 - 2
 2019-20 - 1
 2020-21 - 1
 2021-22 - 0
 2022-23 - 0
 2023-24 - .5
2024-25 - 1

HARDWARE/SOFTWARE MAINTENANCE (30-43) FY 24-25

Agenda	2,500
Backup	4,800
Broadcasting Solution (Ch 20)	1,100
Cameras	6,250
Check Writer	105
Core Switch Maintenance	6,000
Email Security Training	2,900
Firewall	6,250
Hypervisor	50,000
Immutable Backup Solution	6,250
Kiosk Manager	29,100
MDM Tracking & Monitoring	6,113
Network Devices	1,650
Network Equipment Backup	275
Network Monitoring & Reporting	1,625
PC Support	12,500
Phone System	7,770
Remote Support	4,750
SAN	19,500
SNMP Monitoring & Alerting	3,050
Software Deployment System	1,100
Spam	7,850
Time System	8,000
Virus Protection	2,149
Work Ticket System	2,600
TOTAL	194,187

FUND: STREET LIGHTING FEE - (015)
DEPARTMENT: GENERAL GOVERNMENT (14)
DEPARTMENT HEAD: PAUL STREETS

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	9,893	12,370	9,231	10,089
BENEFITS	757	946	706	772
MATERIALS & SUPPLIES	4,479	18,583	18,584	4,399
OTHER SERVICES	845,293	860,535	839,756	775,000
CAPITAL OUTLAY	-	80,000	80,000	-
TOTAL	860,422	972,434	948,277	790,260

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
CHARGES FOR SERVICES	592,536	591,024	593,390	592,763
INTEREST	22,527	13,115	40,123	29,610
MISCELLANEOUS	5,756	-	-	-
TOTAL	620,819	604,139	633,513	622,373

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	1,747,739	596,675	933,769	1,410,645	6/30/2022
6/30/2022	1,410,645	620,819	860,422	1,171,042	6/30/2023
6/30/2023	1,171,042	633,513	948,277	856,279	6/30/2024 - EST
6/30/2024	856,279	622,373	790,260	688,392	6/30/2025 - EST

PART TIME	FY 24-25	FY 23-24
Inspector	0.5	0.5

FEE SCHEDULE PER MONTH FY 24-25

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

FINAL BUDGET 2024-2025

PERSONAL SERVICES	
10-02 WAGES	10,000
10-95 1X SALARY ADJUSTMENT	89
TOTAL PERSONAL SERVICES	10,089

BENEFITS	
15-01 SOCIAL SECURITY	772
TOTAL BENEFITS	772

MATERIALS & SUPPLIES	
20-63 FLEET FUEL	899
20-64 FLEET PARTS	2,291
20-65 FLEET LABOR	1,209
TOTAL MATERIALS & SUPPLIES	4,399

OTHER SERVICES & CHARGES	
30-01 UTILITIES/COMMUNICATION	775,000
TOTAL OTHER SERVICES & CHARGES	775,000

TOTAL DEPARTMENT REQUEST **790,260**

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

PALMER LOOP TRAIL LIGHTS	30,000
WP ATKINS PARK ST LIGHTS	50,000
TOTAL	80,000

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

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	
MATERIALS & SUPPLIES	30,214	94,130	84,573	15,356
OTHER SVCS & CHGS	669,820	1,299,294	1,252,897	101,900
CAPITAL OUTLAY	87,816	643,411	643,411	-
TRANSFER OUT	-	128,354	128,354	57,500
TOTAL	787,850	2,165,189	2,109,235	174,756

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	
INTERGOVERNMENTAL	933,526	1,412,960	1,313,556	-
CHARGES FOR SERVICES	114,592	113,552	126,784	120,867
MISCELLANEOUS	329,339	24,012	67,423	24,831
LICENSES & PERMITS	1,980	1,920	1,280	1,600
INTEREST	28,781	11,925	39,777	26,005
TRANSFERS	-	65,713	65,712	-
TOTAL	1,408,218	1,630,082	1,614,533	173,303

FUND BALANCE ESTIMATED ACTUAL AT 6-30-24				
DEPT/DIVISION	6/30/23 FUND BALANCE	ESTIMATED REVENUES	ESTIMATED EXPENSES	6/30/24 FUND BALANCE
05 - COMMUNITY DEV.	99,861	8,722	96,476	12,107
06 - PARK & REC	43,232	35,600	43,170	35,662
09 - STREETS	(1,700)	58,270	83,300	(26,730)
10 - ANIMAL WELFARE	143	15,000	144	14,999
11 - WEED & SEED	2,105	-	-	2,105
15 - NEIGHBORHOOD SVCS	117,709	13,900	42,512	89,097
16 - IT	2,000	-	-	2,000
23 - PARKS	-	-	57,416	(57,416)
24 - ENGINEERING & CONST	69,306	-	69,306	-
30 - PWA	507	-	507	-
39 - GRANTS MGMT	(100,231)	1,060,861	1,110,861	(150,231)
47 - GOLF	100,000	100,000	200,000	-
48 - CREDIT UNION	45,403	5,520	15,000	35,923
55 - SR CENTER	3,664	-	-	3,664
61 - STORMWATER	200,369	7,627	-	207,996
62 - POLICE	27,798	75,240	103,039	(1)
64 - FIRE	72,341	21,855	94,197	(1)
78 - TREE BOARD	-	5,000	1	4,999
37 - HOUSING	60,040	442	95,442	(34,960)
14 - GENERAL GOV'T	625,243	156,268	48,422	733,089
87 - ECONOMIC	60,563	10,450	49,443	21,570
UNRESERVED	273,320	-	-	273,320
INTEREST	136,883	39,777	-	176,660
TOTAL	1,838,556	1,614,532	2,109,236	1,343,852

FINAL BUDGET 2024-2025

DEPT. 1410 - GENERAL GOV'T	
OTHER SERVICES AND CHARGES	
30-01 UTILITIES/COMMUNICATION	7,500
30-23 UPKEEP REAL PROPERTY	50,000
TOTAL OTHER SERVICES AND CHARGES	57,500
TOTAL DIVISION REQUEST	57,500

DEPT. 1510 - NEIGHBORHOOD SVCS	
MATERIALS & SUPPLIES	
20-02 OPERATION PAINTBRUSH	10,000
20-06 CHRISTMAS BASKET SUPPLIES	3,356
TOTAL MATERIALS & SUPPLIES	13,356
TOTAL DIVISION REQUEST	13,356

DEPT. 1550 - NEIGHBORHOOD SVCS/CMTY ACTION BLDG RENT	
MATERIALS & SUPPLIES	
20-41 SUPPLIES	2,000
TOTAL MATERIALS & SUPPLIES	2,000

DEPT. 3902 - CDBG	
OTHER SERVICES AND CHARGES	
30-01 UTILITIES/COMMUNICATION	7,000
30-23 UPKEEP REAL PROPERTY	2,400
30-40 CONTRACTUAL	35,000
TOTAL OTHER SERVICES AND CHARGES	44,400
TOTAL DIVISION REQUEST	46,400

DEPT. 3902 - CDBG	
TRANSFER OUT TO OTHER FUNDS	
80-39 CDBG	57,500
TOTAL TRANSFER OUT TO OTHER FUNDS	57,500
TOTAL DIVISION REQUEST	57,500
TOTAL DEPARTMENT REQUEST	174,756

CONTRACTUAL (30-40) (1550) FY 24-25	
NIA Tutoring	35,000
TOTAL	35,000

(CONTINUED)

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

FUND BALANCE ESTIMATED ACTUAL AT 6-30-25				
DEPT/DIVISION	6/30/24 FUND BALANCE	ESTIMATED REVENUES	ESTIMATED EXPENSES	6/30/25 FUND BALANCE
05 - COMMUNITY DEV.	12,107	1,600	-	13,707
06 - PARK & REC	35,662	-	-	35,662
09 - STREETS	(26,730)	-	-	(26,730)
10 - ANIMAL WELFARE	14,999	-	-	14,999
11 - WEED & SEED	2,105	-	-	2,105
15 - NEIGHBORHOOD SVCS	89,097	13,800	59,756	43,141
16 - IT	2,000	-	-	2,000
23 - PARKS	(57,416)	-	-	(57,416)
39 - GRANTS MGMT	(150,231)	-	57,500	(207,731)
48 - CREDIT UNION	35,923	5,631	-	41,554
55 - SR CENTER	3,664	-	-	3,664
61 - STORMWATER	207,996	19,200	-	227,196
62 - POLICE	(1)	-	-	(1)
64 - FIRE	(1)	-	-	(1)
78 - TREE BOARD	4,999	-	-	4,999
37 - HOUSING	(34,960)	-	-	(34,960)
14 - GENERAL GOV'T	733,089	97,067	57,500	772,656
87 - ECONOMIC	21,570	10,000	-	31,570
UNRESERVED	273,320	-	-	273,320
INTEREST	176,660	26,005	-	202,665
	1,343,852	173,303	174,756	1,342,399

FUND: POLICE (020)
 DEPARTMENT: POLICE (62)
 DEPARTMENT HEAD: GREG WIPFLI

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	10,940,496	11,224,444	10,726,673	11,719,962
BENEFITS	3,936,680	4,217,487	3,977,903	4,442,415
MATERIALS & SUPPLIES	645,943	1,039,041	970,581	909,225
OTHER SERVICES	481,432	841,734	793,899	1,154,280
TRANSFERS OUT	1,408,212	1,577,160	1,577,160	1,983,366
TOTAL	17,412,763	18,899,866	18,046,215	20,209,248

REVENUES	ACTUAL	AMENDED	ESTIMATED	
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
TAXES	7,428,714	7,245,091	7,536,426	7,439,692
INTERGOVERNMENTAL	14,779	7,724	7,724	12,230
CHARGES FOR SERVICES	184,000	118,919	424,710	118,919
INVESTMENT INTEREST	231,012	277,621	570,231	444,045
FINE & FORFEITURES	16,824	7,364	11,570	16,079
MISCELLANEOUS	4,466	9,679	9,289	18,436
TRANSFERS	11,895,990	11,605,681	11,972,965	11,797,725
TOTAL	19,775,786	19,272,080	20,532,915	19,847,126

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2021	8,840,718	18,446,219	16,465,306	10,821,631
6/30/2022	10,821,631	19,775,786	17,412,763	13,184,654
6/30/2023	13,184,654	20,532,915	18,046,215	15,671,354
6/30/2024	15,671,354	19,847,126	20,209,248	15,309,232

Excludes Transfers Out (911,294) 5% Reserve
14,397,938

FY 17-18 - Ordinance 3308 effective 1/1/18 increased the sales tax by .3195% for this fund.

FINAL BUDGET 2024-2025

PERSONAL SERVICES (6210 - SWORN EMPLOYEES)	
10-01 SALARIES	8,374,602
10-03 OVERTIME	1,000
10-06 COLLEGE INCENTIVE	125,000
10-07 ALLOWANCES	3,400
10-09 OVERTIME 2	618,000
10-10 LONGEVITY	173,152
10-11 SL BUYBACK-OVER BANK	57,134
10-12 VACATION BUYBACK	227,624
10-13 PDO BUYBACK	110,901
10-14 SL INCENTIVE	46,100
10-17 ADDITIONAL INCENTIVE	80,100
10-18 SEPARATION PAY	163,000
10-26 K-9 OVER OT BANK	18,985
10-27 SHIFT DIFFERENTIAL	2,000
10-95 1X SALARY ADJUSTMENT	18,302
PERSONAL SERVICES - SWORN	10,019,300

PERSONAL SERVICES (6220 - CIVILIAN EMPLOYEES)	
10-01 SALARIES	1,450,343
10-02 WAGES	25,000
10-03 OVERTIME	125,000
10-07 ALLOWANCES	11,831
10-10 LONGEVITY	27,452
10-11 SL BUYBACK-OVER BANK	6,363
10-12 VACATION BUYBACK	672
10-13 PDO BUYBACK	3,201
10-14 SL INCENTIVE	13,750
10-17 ADDITIONAL INCENTIVE	12,750
10-18 SEPARATION PAY	10,000
10-19 ON CALL	2,000
10-27 SHIFT DIFFERENTIAL	7,900
10-95 1X SALARY ADJUSTMENT	4,400
PERSONAL SERVICES - CIVILIAN	1,700,662
TOTAL PERSONAL SERVICES	11,719,962

(CONTINUED)

FUND: POLICE (020)
DEPARTMENT: POLICE (62)
DEPARTMENT HEAD: GREG WIPFLI
PAGE TWO

PERMANENT STAFFING	FY 24-25	FY 23-24
Division 6210		
Major	2	2
Captain	4	4
Lieutenant	14	14
Sergeant	58	49
Police Officer	23	28
Warrant Officers	2	2
TOTAL	103	99
Division 6220		
Police Chief	1	1
Asst Chief	1	1
Jail Matron/Jailer	11	11
Civilian Support Manager	1	1
Records Clerk	4	4
UCR/Clerk	1	1
Adm. Secretary	1	1
Fiscal Officer	1	1
Lab Technician	1	3
Property Room Clerk	1	1
Intel Analyst	1	1
Janitor	0.5	0.5
Communications Coord - IT	0.26	0.26
Communications Technician	0.6	0
TOTAL	25.36	26.76
TOTAL 6210 & 6220	128.36	125.76
PART-TIME		
Jail Chaplain	1	1

FY 21-22 Added Intel Analyst, Lab Tech, eliminated 1 Records Clerk
FY 21-22 Eliminated 1 Sergeant, added 1 Police Officer
FY 21-22 1 Jailer position to remain open (not included in budget)
FY 21-22 .25 Janitor moved from Comm Dev (010-05)
FY 22-23 Added Part time Jail Chaplain
FY 23-24 Added 1 Police Officer
FY 24-25 Moved 2 Lab Technicians from 6220 to 6210
FY 24-25 Added 1 Police Officer
FY 24-25 Added .60 Communications Technician

PERSONNEL
POSITIONS
SUMMARY:
2017-18 - 120.51
2018-19 - 123.51
2019-20 - 126.51
2020-21 - 125.51
2021-22 - 125.76
2022-23 - 125.76
2023-24 - 125.76
2024-25 - 128.36

BENEFITS (6210 - SWORN EMPLOYEES)	
15-01 SOCIAL SECURITY	766,476
15-02 EMPLOYEES' RETIREMENT	1,127,718
15-03 GROUP INSURANCE	1,041,591
15-04 WORKERS COMP INSURANCE	243,287
15-05 SELF INS - UNEMPLOYMENT	3,000
15-06 TRAVEL & SCHOOL	179,900
15-07 UNIFORMS	70,080
15-13 LIFE	31,951
15-14 DENTAL	83,694
15-20 OVERHEAD HEALTH CARE COST	10,383
15-98 RETIREE INSURANCE	318,138
TOTAL BENEFITS-SWORN	3,876,218

BENEFITS (6220 - CIVILIAN EMPLOYEES)	
15-01 SOCIAL SECURITY	130,101
15-02 EMPLOYEES' RETIREMENT	234,593
15-03 GROUP INSURANCE	145,323
15-13 LIFE	7,867
15-14 DENTAL	11,610
15-20 OVERHEAD HEALTH CARE CARE	2,384
15-98 RETIREE INSURANCE	34,319
TOTAL BENEFITS-CIVILIAN	566,196

TOTAL BENEFITS 4,442,415

MATERIALS & SUPPLIES (6210 - SWORN EMPLOYEES)	
20-34 MAINTENANCE OF EQUIPMENT	20,200
20-35 SMALL TOOLS & EQUIPMENT	61,900
20-41 SUPPLIES	158,500
20-63 FLEET MAINTENANCE - FUEL	318,456
20-64 FLEET MAINTENANCE - PARTS	188,517
20-65 FLEET MAINTENANCE - LABOR	161,652
TOTAL MATERIALS & SUPPLIES	909,225

(CONTINUED)

FUND: POLICE (020)
DEPARTMENT: POLICE (62)
DEPARTMENT HEAD: GREG WIPFLI
PAGE THREE

CONTRACTUAL 30-40	23-24	24-25
Labor Relations/Arbitration	5,000	7,500
Cleaning of Training Center	-	3,120
OLETS Fee	16,200	20,000
5 Year Phy 10 @ \$475 (21-22)	4,750	4,750
Immunizations	400	400
TB Tine Tests	500	500
PreEmp Officers / Reserve	3,850	5,000
Physical Fit for Duty Testing	1,000	1,000
FCE Testing	1,000	1,000
MMPI/CPI Testing	1,500	2,500
Pre Employment Jailers	300	900
SIU Alarm Monitoring	393	393
Shredder Maintenance	-	540
Exposure Baseline Testing	3,700	3,700
Work Key Testing	1,000	1,000
Tyler Software - After hours support	2,000	2,000
Automation Integrated	4,260	4,260
Elevator Inspection	1,005	1,005
DPS (fee for Cad)	300	300
Watchguard Annual Maintenance	41,100	41,100
Bosch Crash Data Retrieval	1,500	1,500
Cell Bright Maintenance	4,300	16,900
UHF Frequency	100	100
SIU Bait Car Tracking	-	600
Counseling Services	1,500	1,500
Sanitizing restrooms	1,700	1,700
Search Data Base	8,400	9,000
ODIS - Also Funded in Fund 10-12	750	750
UDS (Utility Data Services)	6,000	6,000
Leads on Line	1,642	1,970
US Fleet Tracking (GPS)	960	960
Range Alarm monitoring	560	240
Copier Lease	12,500	16,000
New Brazos Annual Maintenance	26,000	26,000
Radio Site Annual Maintenance	31,051	35,000
Range Weed Control	-	1,200
Recruitment/Job Fairs	3,000	1,250
Window Cleaning	600	600
Internal Records Mgmt Yearly Fee	-	20,000
Tracking Software for K9	420	600
Pivot	30,000	25,000
Simulator Yearly Warranty	21,162	21,162
Faro System Warranty	16,520	16,520
License Plate Reader Srvc	14,250	27,000
Bait Trailer Monitoring	750	750
TOTAL	271,923	333,270

OTHER SERVICES & CHARGES (6210 - SWORN EMPLOYEES)	
30-01 UTILITIES & COMMUNICATIONS	191,865
30-21 SURPLUS PROPERTY	7,678
30-23 UPKEEP REAL PROPERTY	9,000
30-40 CONTRACTUAL	333,270
30-42 SPECIAL INVESTIGATIONS	16,000
30-43 HARDWARE/SOFTWARE MAINT	255,009
30-54 VEHICLE ACCIDENT INS	15,000
30-72 MEMBERSHIPS & SUBSCRIPS	9,190
30-75 LEGAL PUBLICATIONS	2,000
30-85 INSURANCE - FIRE/THEFT	310,296
30-86 AUDIT	4,972
TOTAL OTHER SERVICES & CHARGES	1,154,280

TRANSFERS TO OTHER FUNDS (6210 - SWORN EMPLOYEES)	
80-21 POLICE CAP (021)	1,855,866
80-24 L&H (240)	125,000
80-35 EMPLOYEE ACTIVITY (035)	2,500
TOTAL TRANSFERS TO OTHER FUNDS	1,983,366

TOTAL DEPARTMENT REQUEST 20,209,248

UTILITIES (30-01) FY 24-25	
EOC Dispatch Phone	865
Gas and Electric	45,000
SIU Electric bill	2,500
SIU Gas bill	2,300
Utilities for Crime Lab	9,600
Fiber line for P25 system	19,140
MI-FI Use	85,000
Cox Modem	1,020
SIU Surveillance Wire Minuets	1,300
Cox optical internet	19,140
AT&T Fiber Line	6,000
TOTAL	191,865

FUND: POLICE CAPITALIZATION (021)
DEPARTMENT: POLICE (62)
DEPARTMENT HEAD: GREG WIPFLI

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
MATERIALS & SUPPLIES	11,655	22,875	22,875	145,116
OTHER SERVICES & CHARGES	1	86	86	67
CAPITAL OUTLAY	1,305,721	2,674,026	2,674,026	1,710,683
TOTAL	1,317,376	2,696,987	2,696,987	1,855,866

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
TAXES	143,866	140,312	145,952	144,079
FINES & FORFEITURES	33,684	37,789	30,002	33,603
INVESTMENT INTEREST	27,808	17,457	76,619	61,245
MISC - INSURANCE PROCEEDS	46,466	-	1,000	-
TRANSFERS	1,408,212	1,577,160	1,577,160	1,855,866
TOTAL	1,660,036	1,772,718	1,830,733	2,094,794

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	724,080	1,662,364	1,214,655	1,171,789	6/30/2022
6/30/2022	1,171,789	1,660,036	1,317,376	1,514,448	6/30/2023
6/30/2023	1,514,448	1,830,733	2,696,987	648,194	6/30/2024 - EST
6/30/2024	648,194	2,094,794	1,855,866	887,122	6/30/2025 - EST

FINAL BUDGET 2024-2025

MATERIALS & SUPPLIES	
20-35 SMALL TOOLS & EQUIPMENT	145,116
TOTAL MATERIALS & SUPPLIES	145,116

OTHER SERVICES & CHARGES	
30-86 AUDIT	67
TOTAL OTHER SERVICES & CHARGES	67

CAPITAL OUTLAY	
40-01 VEHICLES	1,055,950
40-02 MACH, FURNITURE & EQUIPMENT	206,995
40-15 IOB	75,000
40-49 COMPUTERS	372,738
TOTAL CAPITAL OUTLAY	1,710,683

TOTAL DEPARTMENT REQUEST **1,855,866**

CAPITAL OUTLAY FY 24-25

Patrol Vehicles (8 Tahoes, 2 Trucks)	534,200
Detective Vehicle (1)	32,000
SIU Vehicle (1)	32,000
Equipment for Patrol Vehicles (10)	454,750
Detective Vehicle UP Fit	3,000
Radio Tower at Hospital (1/2 funded by Fire)	200,000
Rot-Iron Fencing/Gate Around Police Bay	75,000
Bait Car Camera System	6,995
Bulk SAN & Server License	372,738
TOTAL	1,710,683

(CONTINUED)

FUND: POLICE CAPITALIZATION (021)
DEPARTMENT: POLICE (62)
DEPARTMENT HEAD: WIPFLI
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SMALL TOOLS & EQUIPMENT (20-35) FY 24-25

Ipad (1)	2,000
Handheld Radios (9)	31,500
Body Cameras (10)	21,500
Computers-25 desktop, 4 laptop	25,000
Fusion Bullet Trajectory Kit (1)	1,000
MCT Computers for Cars (10)	36,000
Pole Camera System (1)	2,000
BlueRidge Armor Ballistic Entry Shields (4)	13,600
Handheld Radars (11)	12,516
TOTAL	145,116

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

(20) MARKED PATROL UNITS, 2 SIU AND 4 INVESTIGATION UNITS	681,370
EQUIPMENT FOR VEHICLES	729,410
2 POLICE MOTORCYCLES/EQUIPMENT	59,000
HAND HELD RADIOS	55,500
MCT'S	93,629
BODY CAMERAS	74,269
TRAILER & SPEED SIGN	3,500
CAMERAS FOR LAB	7,500
THERMAL IMAGING DRONE	25,000
COMPUTERS	43,044
IPADS	17,167
(10) HAND HELD RADARS	9,549
RETRACTABLE GATE/PD BAY	28,156
GUN RANGE TARGET OPERATING SYSTEM	1,082
JAIL RECAPITALIZATION	218,700
FURNITURE	32,794
REMODEL (FLOOR, PAINT, 1ST & 2ND FLOOR BATHROOMS)	518,070
CYBER SECURITY MONITORING	24,000
(20) TICKET PRINTERS	25,000
RADIO SYSTEM MODEM	2,241
REGIONAL PARK CAMERAS	45
(5) LIC PLATE READER CAMS	25,000
TOTAL	2,674,026

**FUND: JUVENILE (025)
DEPARTMENT: MUNICIPAL COURT
DEPARTMENT HEAD: RYAN RUSHING**

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	25,795	57,291	49,552	51,303
BENEFITS	8,156	11,290	10,567	11,175
MATERIALS & SUPPLIES	109	1,547	1,547	1,226
OTHER SERVICES	855	1,073	1,073	1,230
TOTAL	34,915	71,201	62,738	64,934

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
FINES & FORFEITURES	53,361	45,187	64,582	56,057
INTEREST	1,583	795	3,890	2,950
TOTAL	54,944	45,982	68,472	59,007

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	38,162	68,031	30,754	75,439	6/30/2022
6/30/2022	75,439	54,944	34,915	95,468	6/30/2023
6/30/2023	95,468	68,472	62,738	101,202	6/30/2024 - EST
6/30/2024	101,202	59,007	64,934	95,276	6/30/2025 - EST

Excludes Capital Outlay (3,247) **5% Reserve**
92,029

PERMANENT STAFFING	FY 24-25	FY 23-24
Municipal Prosecutor	0.25	0.25
TOTAL	0.25	0.25
PART-TIME	FY 24-25	FY 23-24
Juvenile Probation Officer	0.5	0.5

PERSONNEL
POSITIONS
SUMMARY:
2017-18 - 1.25
2018-19 - 1.25
2019-20 - 1.25
2020-21 - 1.25
2021-22 - 1.25
2022-23 - 1.25
2023-24 - .25
2024-25 - .25

FY 23-24 moved Juvenile Probation Officer to part time position
FY 22-23 moved .25 Municipal Prosecutor from Court (010-12)
FY 22-23 moved .25 Court Compliance Coordinator to Court (010-12)
FY 20-21 PT Court Clerk removed
Part Time Clerk .75 of salary is paid by Municipal Court (010-12)
Court Compliance Coordinator and Court Clerk position were combined
in FY 17-18 with Municipal Court (010-12) covering .75 of salary

FINAL BUDGET 2024-2025

PERSONAL SERVICES	
10-01 SALARIES	26,689
10-02 WAGES	22,968
10-07 ALLOWANCES	660
10-10 LONGEVITY	218
10-13 PDO BUYBACK	232
10-14 SICK LEAVE INCENTIVE	225
10-95 SALARY ADJUSTMENT	311
TOTAL PERSONAL SERVICES	51,303

BENEFITS	
15-01 SOCIAL SECURITY	3,925
15-02 RETIREMENT	3,967
15-03 GROUP INSURANCE	2,047
15-04 WORKERS COMP INSURANCE	415
15-06 TRAVEL & SCHOOL	500
15-13 LIFE	78
15-14 DENTAL	219
15-20 OVERHEAD HEALTH CARE COST	24
TOTAL BENEFITS	11,175

MATERIALS & SUPPLIES	
20-41 SUPPLIES	1,200
20-63 FLEET FUEL	26
TOTAL MATERIALS & SUPPLIES	1,226

OTHER SERVICES & CHARGES	
30-43 HARDWARE/SOFTWARE MAINT	833
30-85 INSURANCE-FIRE & THEFT	397
TOTAL OTHER SERVICES & CHARGES	1,230

TOTAL DEPARTMENT REQUEST **64,934**

FUND: POLICE STATE SEIZURES (030)*
DEPARTMENT: POLICE (62)
DEPARTMENT HEAD: GREG WIPFLI

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
BENEFITS	1,011	7,100	7,100	11,000
MATERIAL & SUPPLIES	924	3,554	3,554	8,375
OTHER SERVICES	-	1,800	1,800	1,800
CAPITAL OUTLAY	470	9,530	9,530	-
TOTAL	2,404	21,984	21,984	21,175

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
FINES & FORFEITURES	8,403	-	-	-
INVESTMENT INTEREST	1,966	1,095	4,205	3,210
TOTAL	10,369	1,095	4,205	3,210

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2021	87,864	19,650	6,042	101,472
6/30/2022	101,472	10,369	2,404	109,436
6/30/2023	109,436	4,205	21,984	91,657
6/30/2024	91,657	3,210	21,175	73,692

*This fund can only be used for drug enforcement

FINAL BUDGET 2024-2025

BENEFITS	
15-06 TRAVEL & SCHOOL	10,000
15-07 UNIFORMS/PROTECTIVE GEAR	1,000
TOTAL BENEFITS	11,000

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	1,375
20-35 SMALL TOOLS & EQUIPMENT	5,000
20-41 SUPPLIES	2,000
TOTAL MATERIALS & SUPPLIES	8,375

OTHER SERVICES & CHARGES	
30-23 UPKEEP REAL PROPERTY	1,800
TOTAL OTHER SERVICES & CHARGES	1,800

TOTAL DEPARTMENT REQUEST 21,175

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL	
MISC MACHINERY, FURNITURE & EQUIP	9,530
TOTAL	9,530

FUND: POLICE SPECIAL PROJECTS (031)
 DEPARTMENT: POLICE (62)
 DEPARTMENT HEAD: GREG WIPFLI

EXPENDITURES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
MATERIALS & SUPPLIES	3,460	4,000	3,441	9,000
OTHER SERVICES	4,186	7,000	5,000	7,000
CAPITAL OUTLAY	858	7,142	7,142	-
TOTAL	8,503	18,142	15,583	16,000

REVENUES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
INTEREST	1,496	825	3,290	2,530
MISCELLANEOUS	4,088	5,196	4,996	4,361
TOTAL	5,584	6,021	8,286	6,891

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2021	87,242	6,874	9,767	84,349
6/30/2022	84,349	5,584	8,503	81,429
6/30/2023	81,429	8,286	15,583	74,133
6/30/2024	74,133	6,891	16,000	65,025

FINAL BUDGET 2024-2025

MATERIALS & SUPPLIES	
20-35 SMALL TOOLS AND EQUIPMENT	5,000
20-41 SUPPLIES	4,000
TOTAL MATERIALS & SUPPLIES	9,000

OTHER SERVICES & CHARGES	
31-08 SHOP WITH A COP	6,000
31-41 DONATIONS EXPENSE	1,000
TOTAL OTHER SERVICES & CHARGES	7,000

TOTAL DEPARTMENT REQUEST 16,000

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

MISC MACHINERY, FURNITURE	7,142
TOTAL	7,142

FUND: POLICE LAB FEES (034)
 DEPARTMENT: POLICE (62)
 DEPARTMENT HEAD: GREG WIPFLI

FINAL BUDGET 2024-2025

EXPENDITURES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
BENEFITS	4,427	5,141	5,141	1,500
MATERIALS & SUPPLIES	7,244	8,015	7,155	-
OTHER SERVICES	507	2,000	2,000	-
TOTAL	12,178	15,156	14,295	1,500

BENEFITS	
15-07 UNIFORMS	1,500
TOTAL BENEFITS	1,500

TOTAL DEPARTMENT REQUEST 1,500

REVENUES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
FINES & FORFEITURES	-	-	150	-
INTEREST	420	255	600	420
TOTAL	420	255	750	420

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
	25,123	11,071	5,891	30,303	6/30/2021
	30,303	420	12,178	18,545	6/30/2022
	18,545	750	14,295	5,000	6/30/2023
	5,000	420	1,500	3,920	6/30/2024 - EST
					6/30/2025 - EST

FUND: EMPLOYEE ACTIVITY FUND (035)
 DEPARTMENT: MWC ACTIVITIES (38)
 DEPARTMENT HEAD: TROY BRADLEY

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	2023-24	2023-24	2024-25
MATERIALS & SUPPLIES	6,281	6,470	7,710	8,500
OTHER SERVICES	7,649	14,100	12,860	12,750
TOTAL	13,930	20,570	20,570	21,250

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	2023-24	2023-24	2024-25
INTEREST	338	215	417	330
MISCELLANEOUS	4,436	1,288	1,138	871
TRANSFERS IN (010 & 075)	10,000	10,000	10,000	15,000
TOTAL	14,774	11,503	11,555	16,201

FINAL BUDGET 2024-2025

MATERIALS & SUPPLIES	
20-11 SWIM PARTY	1,500
20-12 CHRISTMAS PARTY	6,000
20-14 LUNCHEON-CHILI	250
20-20 FUNDRAISING SUPPLIES	500
20-21 ACTIVITIES SUPPLIES	250
TOTAL MATERIALS & SUPPLIES	8,500

OTHER SERVICES & CHARGES	
30-11 SWIM PARTY	500
30-12 CHRISTMAS PARTY	11,000
30-77 ACTIVITIES CHARGES	1,250
TOTAL OTHER SERVICES & CHARGES	12,750

TOTAL DEPARTMENT REQUEST 21,250

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	24,677	5,645	13,597	16,725	6/30/2022
6/30/2022	16,725	14,774	13,930	17,569	6/30/2023
6/30/2023	17,569	11,555	20,570	8,554	6/30/2024 - EST
6/30/2024	8,554	16,201	21,250	3,506	6/30/2025 - EST

FUND: POLICE - JAIL (036)
 DEPARTMENT: POLICE (62)
 DEPARTMENT HEAD: GREG WIPFLI

EXPENDITURES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
BENEFITS	1,692	2,830	2,830	2,500
MATERIALS & SUPPLIES	45,355	49,113	46,222	55,500
OTHER SERVICES	8,390	15,403	14,132	22,130
CAPITAL OUTLAY	38,624	14,914	14,914	-
TOTAL	94,061	82,260	78,097	80,130

REVENUES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
CHARGES FOR SERVICES	52,843	58,839	72,583	106,281
FINES AND FORFEITURES	9,214	9,814	13,744	10,062
INVESTMENT INTEREST	3,662	2,190	7,723	6,225
TOTAL	65,719	70,843	94,050	122,568

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	148,088	117,112	55,458	209,742	6/30/2022
6/30/2022	209,742	65,719	94,061	181,401	6/30/2023
6/30/2023	181,401	94,050	78,097	197,353	6/30/2024 - EST
6/30/2024	197,353	122,568	80,130	239,791	6/30/2025 - EST

FINAL BUDGET 2024-2025

BENEFITS	
15-06 TRAVEL & SCHOOL	500
15-07 UNIFORMS	2,000
TOTAL BENEFITS	2,500

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIP	3,500
20-41 SUPPLIES	22,000
20-52 FEEDING PRISONERS	30,000
TOTAL MATERIALS & SUPPLIES	55,500

OTHER SERVICES & CHARGES	
30-23 UPKEEP OF REAL PROPERTY	6,700
30-40 CONTRACTUAL	15,430
TOTAL OTHER SERVICES & CHARGES	22,130

TOTAL DEPARTMENT REQUEST 80,130

CONTRACTUAL (30-40) FY 24-25

Inmate phone cards	2,500
Livescan Maintenance	4,000
Xtract One yrly maintenance	8,430
MMPI/CP Testing	500
TOTAL	15,430

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

FINGERPRINTING EQUIP JAIL	5,500
3 FREEZER, 1 REFRIGERATOR	8,000
OFFICE REMODEL	1,414
TOTAL	14,914

FUND: POLICE IMPOUND FEES (37)
DEPARTMENT: POLICE (62)
DEPARTMENT HEAD: GREG WIPFLI

EXPENDITURES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	-	12,719	6,360	-
BENEFITS	1,332	6,473	2,344	13,750
MATERIALS & SUPPLIES	5,291	5,500	5,567	18,700
OTHER SERVICES	33,897	-	-	2,000
CAPITAL OUTLAY	-	5,000	5,000	-
TRANSFERS OUT (143)	4,655	5,093	5,093	-
TOTAL	45,175	34,785	24,364	34,450

REVENUES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
CHARGES FOR SERVICES	35,410	42,040	36,900	37,757
INVESTMENT INTEREST	2,014	1,190	4,462	3,580
TOTAL	37,424	43,230	41,362	41,337

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	114,337	41,263	43,798	111,802	6/30/2022
6/30/2022	111,802	37,424	45,175	104,051	6/30/2023
6/30/2023	104,051	41,362	24,364	121,049	6/30/2024 - EST
6/30/2024	121,049	41,337	34,450	127,936	6/30/2025 - EST

FINAL BUDGET 2024-2025

BENEFITS	
15-06 TRAVEL & SCHOOL	13,750
TOTAL BENEFITS	13,750

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	3,000
20-35 SMALL TOOLS & EQUIPMENT	9,000
20-41 SUPPLIES	6,700
TOTAL MATERIALS & SUPPLIES	18,700

OTHER SERVICES & CHARGES	
30-23 UPKEEP REAL PROPERTY	2,000
TOTAL OTHER SERVICES & CHARGES	2,000

TOTAL DEPARTMENT REQUEST **34,450**

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

Equipment	5,000
TOTAL	5,000

FUND: FIRE (040)
 DEPARTMENT: FIRE (64)
 DEPARTMENT HEAD: BERT NORTON

EXPENDITURES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	9,427,963	9,851,165	9,552,308	9,932,420
BENEFITS	3,132,511	3,353,302	3,233,465	3,510,594
MATERIALS & SUPPLIES	493,396	600,624	512,255	672,103
OTHER SERVICES	390,999	685,332	660,494	637,137
PURCHASED SERVICES	69,751	81,903	60,011	80,000
TRANSFERS	230,000	250,000	250,000	377,500
TOTAL	13,744,621	14,822,326	14,268,532	15,209,754

REVENUES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
TAXES	5,534,915	5,398,103	5,615,169	5,543,094
LICENSES & PERMITS	7,025	11,222	5,057	6,744
CHARGES FOR SERVICES	24,245	15,120	27,453	19,092
INVESTMENT INTEREST	160,563	82,229	382,600	301,901
MISCELLANEOUS	9,375	6,058	13,793	3,750
TRANSFERS IN	9,529,219	9,303,906	9,600,868	9,459,181
TOTAL	15,265,341	14,816,638	15,644,940	15,333,762

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2021	5,798,220	14,388,121	12,866,337	7,320,004
6/30/2022	7,320,004	15,285,513	13,744,621	8,860,897
6/30/2023	8,860,897	15,644,940	14,268,532	10,237,304
6/30/2024	10,237,304	15,333,762	15,209,754	10,361,312

Excludes Transfers Out (741,613) 5% Reserve
9,495,691

FY 17-18 - Ordinance 3308 which was effective 1/1/18 increased sales tax to this fund .2166%.

FINAL BUDGET 2024-2025

PERSONAL SERVICES (6410 - SWORN EMPLOYEES)

10-01 SALARIES	8,231,559
10-05 COMMITTEE INCENTIVE PAY	29,040
10-06 COLLEGE INCENTIVE	33,270
10-08 OVERTIME OT1	188,000
10-09 CONSTANT MANNING OT2	200,000
10-10 LONGEVITY	176,463
10-11 SICK LEAVE BUYBACK - OVER BANK	94,812
10-12 VACATION BUYBACK	33,218
10-13 PDO BUYBACK	185,759
10-14 SICK LEAVE INCENTIVE	74,700
10-16 HAZ MAT PAY	93,593
10-17 ADDITIONAL INCENTIVE	35,014
10-18 SEPARATION PAY	135,000
10-19 INSPECTOR ON CALL	5,700
10-24 STATE INSPECTOR	2,447
10-95 1X SALARY ADJUSTMENT	14,624
PERSONAL SERVICES - SWORN	9,533,199

PERSONAL SERVICES (6420 - CIVILIAN EMPLOYEES)

10-01 SALARIES	370,888
10-05 COMMITTEE INCENTIVE PAY	780
10-07 ALLOWANCES	6,583
10-10 LONGEVITY	6,929
10-11 SICK LEAVE BUYBACK - OVER BANK	6,513
10-12 VACATION BUYBACK	1,919
10-13 PDO BUYBACK	1,439
10-14 SICK LEAVE INCENTIVE	2,700
10-17 ADDITIONAL INCENTIVE	900
10-95 1X SALARY ADJUSTMENT	570
PERSONAL SERVICES - CIVILIAN	399,221
TOTAL PERSONAL SERVICES	9,932,420

(CONTINUED)

FUND: FIRE (040)
DEPARTMENT: FIRE (64)
DEPARTMENT HEAD: BERT NORTON
PAGE TWO

PERMANENT STAFFING	FY 24-25	FY 23-24
Division 6410		
Shift Commander	3	3
Chief of Training	1	1
Fire Marshall	1	1
Fire Inspector	4	4
Captain/Major	18	18
Apparatus Operator/Lt.	18	18
Firefighter	39	39
Training Captain	1	1
TOTAL	85	85
Division 6420		
Admin. Secretary	1	1
Fire Chief	1	1
Chief of Administration	1	1
Communications Coordinator - IT	0.27	0.27
Communications Technician	0.40	0.00
TOTAL	3.67	3.27
TOTAL 6410 & 6420	88.67	88.27

FY 17-18: Moved Communications Coordinator to Fund 70 (EOC)
FY 18-19: Moved Communications Coordinator from Fund 70 (EOC)
FY 20-21: Changed Prog Mgr to Chief of Administration
FY 21-22: Added Fire Inspector
FY 22-23: Removed Vacant Fire Inspector
FY 23-24: Added Fire Inspector, Training Captain
FY 24-25: Added .40 Communications Technician

**PERSONNEL
POSITIONS
SUMMARY:**

2017-18 - 83
2018-19 - 83.27
2019-20 - 86.27
2020-21 - 86.27
2021-22 - 87.27
2022-23 - 86.27
2023-24 - 88.27
2024-25 - 88.67

BENEFITS (6410 - SWORN EMPLOYEES)	
15-01 SOCIAL SECURITY	138,231
15-02 EMPLOYEES' RETIREMENT	1,282,048
15-03 GROUP INSURANCE	1,027,857
15-04 WORKERS COMP INSURANCE	333,197
15-07 UNIFORMS & PROTECTIVE GEAR	60,000
15-13 LIFE	26,367
15-14 DENTAL	83,639
15-20 OVERHEAD HEALTH COST	7,990
15-26 MEDICAL & PHYSICALS	19,600
15-98 RETIREE INSURANCE	362,925
TOTAL BENEFITS-SWORN	3,341,854

BENEFITS (6420 - CIVILIAN EMPLOYEES)	
15-01 SOCIAL SECURITY	30,540
15-02 EMPLOYEES' RETIREMENT	67,417
15-03 GROUP INSURANCE	43,170
15-06 TRAVEL & SCHOOL	8,000
15-13 LIFE	1,138
15-14 DENTAL	3,726
15-20 OVERHEAD HEALTH COST	1,088
15-98 RETIREE INSURANCE	13,661
TOTAL BENEFITS-CIVILIAN	168,740

TOTAL BENEFITS 3,510,594

MATERIALS & SUPPLIES (SWORN EMPLOYEES)	
20-34 MAINTENANCE OF EQUIPMENT	95,000
20-35 SMALL TOOLS & EQUIP	45,000
20-36 SPECIAL OPS/HAZMAT SUPPLIES	24,910
20-37 SCBA PARTS & SUPPLIES	11,906
20-38 EMS SUPPLIES	25,000
20-41 SUPPLIES	25,000
20-63 FLEET FUEL	74,725
20-64 FLEET PARTS	180,661
20-65 FLEET LABOR	149,851
TOTAL MATERIALS & SUPPLIES	632,053

(CONTINUED)

FUND: FIRE (040)
DEPARTMENT: FIRE (64)
DEPARTMENT HEAD: BERT NORTON
PAGE THREE

CONTRACTUAL (30-40) SUPPRESSION DIVISION 6410 FY 24-25

Copy Rental and Supplies	4,400
Pest Control	3,200
Employment Ads	1,000
Contract Negotiations & Arbitration	13,700
Fire Station Alarm Systems	4,400
KFOR Radio tower maintenance	7,563
Simulcast Tower Maintenance	22,268
Eventide Service	1,889
OMACS Clocktower & Water plant Pk3	29,292
OMACS Water Plant Pk 2	9,200
OMACS Water Plant Pk 2 & Prime Care	9,249
OMACS MWC Metro Pk 1	7,782
MAXFSA-PSP	11,250
MAX Dipatch Maintenance	10,172
Fiber to Towers	19,140
Printing and Literature	100
Additional Fiber Lines for Redundancy	6,000
TOTAL	160,605

CONTRACTUAL (30-40) TRAINING DIVISION 6412 FY 24-25

External Training Resources	35,000
TOTAL	35,000

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.

OTHER SERVICES & CHARGES (SWORN EMPLOYEES)

30-21 SURPLUS PROPERTY	6,670
30-23 UPKEEP REAL PROPERTY	75,000
30-40 CONTRACTUAL	160,605
30-43 ANNUAL SOFTWARE MAINTENANCE	168,125
30-54 VEHICLE ACCIDENT INSURANCE	5,331
30-56 POINT OF SALE FEES	1,000
30-72 MEMBERSHIPS & SUBSCRIPTIONS	7,616
30-85 INSUR: FIRE, THEFT, LIAB, LABOR RELATIONS	118,378
30-86 AUDIT	4,587
TOTAL OTHER SERVICES & CHARGES	547,312

PURCHASED SERVICES

31-01 UTILITIES	60,000
31-02 COMMUNICATIONS	20,000
TOTAL PURCHASED SERVICES	80,000

FIRE PREVENTION DIVISION (6411)

MATERIALS & SUPPLIES

20-34 MAINTENANCE OF EQUIPMENT	200
20-41 SUPPLIES	14,850
TOTAL MATERIALS & SUPPLIES	15,050

OTHER SERVICES & CHARGES

30-72 MEMBERSHIPS/SUBSCRIPTIONS	2,425
30-73 PUBLICATIONS	2,400
TOTAL OTHER SERVICES & CHARGES	4,825

TRAINING DIVISION (6412)

MATERIALS & SUPPLIES

20-34 MAINTENANCE OF EQUIPMENT	5,000
20-41 SUPPLIES	20,000
TOTAL MATERIALS & SUPPLIES	25,000

OTHER SERVICES & CHARGES

30-40 CONTRACTUAL	35,000
30-73 PUBLICATIONS	5,000
30-75 TUITION/FEES FOR TRAINING & CONF	45,000
TOTAL OTHER SERVICES & CHARGES	85,000

TRANSFERS

80-24 L&H (240)	125,000
80-35 EMPLOYEE ACTIVITY (035)	2,500
80-41 FIRE CAP (041)	250,000
TOTAL TRANSFERS	377,500

TOTAL DEPARTMENT REQUEST 15,209,754

FUND: FIRE CAPITALIZATION (041)
 DEPARTMENT: FIRE (64)
 DEPARTMENT HEAD: BERT NORTON

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
MATERIALS & SUPPLIES	4,872	116,274	116,274	175,085
OTHER SERVICES & CHARGES	2	258	258	202
CAPITAL OUTLAY	176,847	1,203,152	1,203,152	722,389
DEBT SERVICE	19,512	-	-	-
TOTAL	201,232	1,319,684	1,319,684	897,676

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
TAXES	431,598	420,938	437,856	432,236
INTEREST	38,513	14,274	100,616	80,229
TRANSFERS (Fire 040)	230,000	250,000	250,000	250,000
TOTAL	700,111	685,212	788,472	762,465

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
	1,263,814	910,333	386,221	1,787,926	6/30/2021
	1,787,926	679,939	201,232	2,266,633	6/30/2022
	2,266,633	788,472	1,319,684	1,735,421	6/30/2023
	1,735,421	762,465	897,676	1,600,209	6/30/2024 - EST
					6/30/2025 - EST

FINAL BUDGET 2024-2025

MATERIALS & SUPPLIES	
20-35 SMALL TOOLS & EQUIPMENT	175,085
TOTAL MATERIALS & SUPPLIES	175,085

OTHER SERVICE AND CHARGES	
30-86 AUDIT	202
TOTAL OTHER SERVICE AND CHARGES	202

CAPITAL OUTLAY	
40-01 VEHICLES	200,000
40-02 EQUIPMENT	260,974
40-14 REMODEL/REFURBISH	70,000
40-15 IOB	150,000
40-49 COMPUTERS	41,415
TOTAL CAPITAL OUTLAY	722,389

TOTAL DEPARTMENT REQUEST **897,676**

CAPITAL OUTLAY FY 24-25

Radio Tower at Hospital (1/2 funded by Police)	200,000
Station Concrete Work	150,000
Flat Roof Coating	70,000
Hose Dryers	26,000
Training Center SCBAs	34,974
5 Yr Apparatus Recapitalization	200,000
Bulk SAN & Server License	41,415
TOTAL	722,389

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

CARPORT/FIRE PREV VEHICLE	30,000
(2) MULTI-BAND RADIOS	8,943
FIRE HOSE DRYERS	20,000
5 YR APPARATUS REPL PROGRAM	1,004,467
STATION 1 WINDOW REPL/REP	9,200
FURNITURE REPLACEMENT/CHAIRS/APPLIANCE	17,500
COMPUTER REPLACEMENTS	9,150
4 WRKSTATIONS/DUAL MONITORS	2,533
IPAD REPLACEMENT	2,400
5 YR FIRE TRUCK REPL	45,532
HOSES, MCD VEH - P4	715
BRUSH PUMPER	10,000
2 YR SERVICE SUPPORT VEHICLE	42,712
TOTAL	1,203,152

FUND: WELCOME CENTER (045)
DEPARTMENT: WELCOME CENTER (74)
DEPARTMENT HEAD: JOSHUA RYAN

EXPENDITURES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	61,450	62,109	62,109	108,775
BENEFITS	19,994	20,655	20,446	36,090
OTHER SERVICES	-	20,000	20,000	30,000
CAPITAL OUTLAY	-	96,000	96,000	42,000
TOTAL	81,444	198,764	198,556	216,865

REVENUES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
INVESTMENT INTEREST	7,354	2,685	18,248	13,690
TRANSFERS IN (225)	208,214	191,621	191,621	191,912
TOTAL	215,568	194,306	209,869	205,602

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2021	337,163	178,307	173,932	341,538
6/30/2022	341,538	215,568	81,444	475,662
6/30/2023	475,662	209,869	198,556	486,975
6/30/2024	486,975	205,602	216,865	475,713

Excludes Capital Outlay & Transfers Out (8,743) 5% Reserve
478,232

FINAL BUDGET 2024-2025

PERSONAL SERVICES	
10-01 SALARIES	101,451
10-06 OVERTIME	600
10-07 ALLOWANCES	2,487
10-10 LONGEVITY	1,819
10-11 SICK LEAVE BUYBACK	546
10-12 VACATION BUYBACK	272
10-13 PDO BUYBACK	182
10-14 SICK LEAVE INCENTIVE	450
10-17 ADDITIONAL INCENTIVE	743
10-95 SALARY ADJUSTMENT	225
TOTAL PERSONAL SERVICES	108,775

BENEFITS	
15-01 SOCIAL SECURITY	8,321
15-02 EMPLOYEES' RETIREMENT	15,229
15-03 GROUP INSURANCE	10,307
15-06 TRAVEL & SCHOOL	1,000
15-13 LIFE	392
15-14 DENTAL	722
15-20 OVERHEAD HEALTH CARE COST	119
TOTAL BENEFITS	36,090

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	30,000
TOTAL OTHER SERVICES & CHARGES	30,000

CAPITAL OUTLAY	
40-02 EQUIPMENT	42,000
TOTAL CAPITAL OUTLAY	42,000

TOTAL DEPARTMENT REQUEST **216,865**

City of Midwest City ceased operating the Welcome Center on Septemeber 3, 2020.
 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: JOSHUA RYAN
PAGE TWO

PERMANENT STAFFING	FY 24-25	FY 23-24
Park & Rec Supervisor	0.325	0
Youth Sports Coordinator	0.25	0
Street Supervisor	0.25	0.25
Community Engagement Manager	0.44	0.44
TOTAL	1.265	0.69

PERSONNEL
POSITIONS
SUMMARY:
2017-18 - 5.25
2018-19 - 5.25
2019-20 - 5.25
2020-21 - 3
2021-22 - .25
2022-23 - .69
2023-24 - .69
2024-25 - 1.265

FY 24-25 moved .25 Youth Sports Coordinator to Fund 045
FY 24-25 moved .325 Parks & Rec Supervisor to Fund 045
FY 23-24 title changed to Community Engagement Manager
FY 22-23 moved .44 Convention & Tourism Manager from Fund 123 Parks & Rec
FY 22-23 Position change from .25 Facilities Project Supervisor to .25 Street Supervisor
FY 21-22 Added .25 Facilities Project Supervisor
FY 20-21 Facility closed August, 2020
Facilities Project Supervisor .25 moved to 010-09 Street Dept in FY 20-21

CONTRACTUAL (30-40) FY 24-25

Landscape Maintenance	30,000
TOTAL	30,000

CAPITAL OUTLAY FY 24-25

Debris Blower	12,000
Gator TX Turf	15,000
Rotary Brush Mower	9,000
Trail Cutting Edge Blade	6,000
TOTAL	42,000

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

PARKS WIDE AREA MOWER	90,000
MAC CONCESSION ICE MACHINE	6,000
TOTAL	96,000

FUND: CONVENTION AND VISITOR BUREAU / ECONOMIC DEVELOPMENT (046)
DEPARTMENT: CONVENTION AND VISITOR BUREAU (07) & ECONOMIC DEVELOPMENT (87)
DEPARTMENT HEADS: JOSHUA RYAN (07) & ROBERT COLEMAN (87)

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	114,880	118,102	117,172	149,402
BENEFITS	40,978	42,610	38,567	42,969
MATERIALS & SUPPLIES	341	3,053	3,053	3,000
OTHER SERVICES	67,893	167,503	153,867	121,090
TOTAL	224,093	331,268	312,659	316,461

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
CHARGES FOR SERVICES	14,250	-	-	-
INTEREST	9,439	4,960	25,603	20,195
MISCELLANEOUS	18	-	-	-
TRANSFERS IN	388,666	357,692	357,692	358,235
TOTAL	412,373	362,652	383,295	378,430

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
	276,171	331,710	219,401	388,480	6/30/2021
	388,480	412,373	224,093	576,761	6/30/2022
	576,761	383,295	312,659	647,397	6/30/2023
	647,397	378,430	316,461	709,366	6/30/2024

Excludes Capital Outlay & Transfers Out (15,823) **5% Reserve**
693,543

Note: Transfer in comes from 56% of the distribution of the Hotel / Motel Tax Fund (225)

FINAL BUDGET 2024-2025

CVB - 0710	
PERSONAL SERVICES	
10-02 WAGES	25,000
10-95 1X SALARY ADJUSTMENT	89
TOTAL PERSONAL SERVICES	25,089
BENEFITS	
15-01 SOCIAL SECURITY	1,919
15-06 TRAVEL AND SCHOOL	3,000
TOTAL BENEFITS	4,919
MATERIALS & SUPPLIES	
20-41 SUPPLIES	1,300
TOTAL MATERIALS & SUPPLIES	1,300
OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	10,800
30-43 HARDWARE/SOFTWARE MAINTENANCE	1,350
30-46 CONFERENCE INCENTIVE FUNDS	30,000
30-72 MEMBERSHIPS/SUBSCRIPTIONS	1,000
30-81 ADVERTISING/PROMOTION	35,000
TOTAL OTHER SERVICES & CHARGES	78,150
TOTAL DIVISION REQUEST	109,458

CONTRACTUAL (30-40) DIVISION 0710 FY 24-25

Certified Folder Display	4,800
OTRD Visitors Guide Fulfillment Program	6,000
TOTAL	10,800

(CONTINUED)

FUND: CONVENTION AND VISITOR BUREAU / ECONOMIC DEVELOPMENT (046)
DEPARTMENT: CONVENTION AND VISITOR BUREAU (07) & ECONOMIC DEVELOPMENT (87)
DEPARTMENT HEADS: JOSHUA RYAN (07) & ROBERT COLEMAN (87)
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PERMANENT STAFFING	FY 24-25	FY 23-24
Economic Dev - 8710		
Economic Dev Director	0.8	0.8
TOTAL	0.8	0.8

PART-TIME STAFFING	FY 24-25	FY 23-24
CVB - 0710		
Digital Media Coordinator	0.5	0

Added part-time Digital Media Coordinator 0710 FY 24-25
 Convention/Tourism Mgr position removed FY 20-21
 Economic Development Director moved 20% to Economic
 Development Authority (353) FY 18-19

ADVERTISING & PROMOTION (30-81) DIVISION 0710 FY 24-25

Possible uses include reprinting of visitors guide as necessary, print advertising, video advertising, promotional items, online advertising, tradeshow advertising, other prospective opportunities	35,000
TOTAL	35,000

PERSONNEL
 POSITIONS
 SUMMARY:
 2017-18 - 2
 2018-19 - 1.8
 2019-20 - 1.8
 2020-21 - 0.8
 2021-22 - 0.8
 2022-23 - 0.8
 2023-24 - 0.8
2024-25 - 0.8

ECONOMIC DEVELOPMENT - 8710

PERSONAL SERVICES	
10-01 SALARIES	117,704
10-07 ALLOWANCES	4,464
10-10 LONGEVITY	1,283
10-14 SICK LEAVE INCENTIVE	720
10-95 1 X SALARY ADJUSTMENT	142
TOTAL PERSONAL SERVICES	124,313

BENEFITS	
15-01 SOCIAL SECURITY	9,510
15-02 EMPLOYEES' RETIREMENT	17,404
15-03 GROUP INSURANCE	9,687
15-13 LIFE	248
15-14 DENTAL	611
15-20 OVERHEAD HEALTH CARE COST	590
TOTAL BENEFITS	38,050

MATERIALS & SUPPLIES	
20-41 SUPPLIES	1,700
TOTAL MATERIALS & SUPPLIES	1,700

OTHER SERVICES & CHARGES	
30-01 UTILITIES/COMMUNICATIONS	500
30-16 MWC CHAMBER CONTRACT	36,000
30-40 CONTRACTUAL	5,000
30-43 HARDWARE/SOFTWARE MAINT.	200
30-72 MEMBERSHIP/SUBSCRIPTIONS	500
30-81 ADVERTISING/PROMOTION	740
TOTAL OTHER SERVICES & CHARGES	42,940

TOTAL DIVISION REQUEST 207,003

TOTAL DEPARTMENT REQUEST **316,461**

CONTRACTUAL (30-40) DIVISION 8710 FY 24-25	
Outside Professional Services	5,000
TOTAL	5,000

FUND: CAPITAL DRAINAGE (060)
DEPARTMENT: DRAINAGE IMPROVEMENTS (072)
DEPARTMENT HEAD: PAUL STREETS

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	2024-25
PERSONAL SERVICES	212,695	215,923	213,770	224,848
BENEFITS	86,053	90,924	89,384	95,134
MATERIALS & SUPPLIES	118,165	123,053	124,498	146,449
OTHER SERVICES	112,508	123,949	126,124	42,998
CAPITAL OUTLAY	15,975	301,956	301,956	-
TOTAL	545,396	855,805	855,733	509,429

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	2024-25
CHARGES FOR SERVICES	471,220	469,052	472,074	471,442
INTEREST	7,651	4,175	16,999	13,145
MISCELLANEOUS	1,733	800	800	800
TOTAL	480,605	474,027	489,873	485,387

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	710,067	473,355	673,791	509,631	6/30/2022
6/30/2022	509,631	480,605	545,396	444,840	6/30/2023
6/30/2023	444,840	489,873	855,733	78,979	6/30/2024 - EST
6/30/2024	78,979	485,387	509,429	54,938	6/30/2025 - EST

Excludes Capital Outlay (25,471) **5% Reserve**
29,466

FINAL BUDGET 2024-2025

PERSONAL SERVICES	
10-01 SALARY	208,144
10-03 OVERTIME	500
10-07 ALLOWANCES	2,305
10-10 LONGEVITY	10,422
10-11 SL BUYBACK	546
10-12 VL BUYBACK	272
10-13 PDO BUYBACK	182
10-14 SICK LEAVE INCENTIVE	225
10-17 ADDITIONAL INCENTIVE	1,125
10-19 ONCALL	550
10-95 1X SALARY ADJUSTMENT	577
TOTAL PERSONAL SERVICES	224,848

BENEFITS	
15-01 SOCIAL SECURITY	17,201
15-02 EMPLOYEES' RETIREMENT	31,479
15-03 GROUP INSURANCE	36,419
15-04 WORKER'S COMP INSURANCE	1,391
15-06 TRAVEL & SCHOOL	1,000
15-07 UNIFORMS	1,600
15-13 LIFE	1,008
15-14 DENTAL	2,739
15-20 OVERHEAD HEALTH CARE COST	306
15-98 RETIREE HEALTH INSURANCE	1,991
TOTAL BENEFITS	95,134

MATERIALS & SUPPLIES	
20-41 SUPPLIES	32,500
20-63 FLEET FUEL	12,977
20-64 FLEET PARTS	65,169
20-65 FLEET LABOR	35,803
TOTAL MATERIALS & SUPPLIES	146,449

(CONTINUED)

FUND: CAPITAL DRAINAGE (060)
DEPARTMENT: DRAINAGE IMPROVEMENTS (072)
DEPARTMENT HEAD: PAUL STREETS
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PERMANENT STAFFING	FY 24-25	FY 23-24
Street Supervisor	0.25	0.25
Equipment Operator III	1	1
Equipment Operator II	2	2
TOTAL	3.25	3.25

FY 22-23 moved .50 Street Project Supervisor to 010-09 Street

**PERSONNEL
POSITIONS
SUMMARY:**

- 2017-18 - 3.75
- 2018-19 - 3.75
- 2019-20 - 3.75
- 2020-21 - 3.75
- 2021-22 - 3.75
- 2022-23 - 3.25
- 2023-24 - 3.25
- 2024-25 - 3.25**

OTHER SERVICES & CHARGES	
30-22 PWA REIMBURSEMENT	31,190
30-85 INSURANCE-FIRE, THEFT, LIAB	11,808
TOTAL OTHER SERVICES & CHARGES	42,998

TOTAL DEPARTMENT REQUEST 509,429

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL	
CCTV INSPECTION UNIT (4th YR FUNDING)	31,956
TRACKHOE (7th YR FUNDING)	270,000
TOTAL	301,956

FUND: STORM WATER QUALITY (061)
DEPARTMENT: STORM WATER QUALITY (61)
DEPARTMENT HEAD: PAUL STREETS

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2022-23	2023-24	2023-24	2024-25
PERSONAL SERVICES	269,172	349,891	247,493	346,889
BENEFITS	93,252	132,833	88,873	138,698
MATERIALS & SUPPLIES	48,625	90,818	65,096	116,573
OTHER SERVICES	164,877	1,192,452	1,151,147	301,386
CAPITAL OUTLAY	17,401	164,204	164,204	171,577
TRANSFERS OUT	41,907	41,907	41,907	41,907
TOTAL	635,234	1,972,105	1,758,720	1,117,030

REVENUES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2022-23	2023-24	2023-24	2024-25
LICENSES & PERMITS	3,150	3,510	1,843	2,771
INTERGOVERNMENTAL	-	34,216	-	-
CHARGES FOR SERVICES	803,827	784,041	778,034	1,089,650
INTEREST	24,899	13,330	60,858	47,785
TRANSFERS	-	325,000	325,000	-
MISCELLANEOUS	416	1,585	3,086	1,357
TOTAL	832,292	1,161,682	1,168,821	1,141,563

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2021	1,183,745	794,106	685,864	1,291,987
6/30/2022	1,291,987	832,292	635,234	1,489,045
6/30/2023	1,489,045	1,168,821	1,758,720	899,145
6/30/2024	899,145	1,141,563	1,117,030	923,677
				(45,177) 5% Reserve
				878,500

	2022	2023	EST 2024	BUDGET 2025
CHARGES TO OTHER CITIES	50,933	66,716	40,438	52,696

FINAL BUDGET 2024-2025

PERSONAL SERVICES	
10-01 SALARIES	298,380
10-02 WAGES	25,000
10-03 OVERTIME	8,500
10-07 ALLOWANCES	2,381
10-10 LONGEVITY	4,938
10-11 SL BUYBACK	2,178
10-12 VL BUYBACK	1,087
10-13 PDO BUYBACK	390
10-14 SICK LEAVE INCENTIVE	1,800
10-17 ADDITIONAL INCENTIVE	900
10-19 ON CALL	550
10-95 SALARY ADJUSTMENT	785
TOTAL PERSONAL SERVICES	346,889

BENEFITS	
15-01 SOCIAL SECURITY	26,537
15-02 EMPLOYEES' RETIREMENT	45,064
15-03 GROUP INSURANCE	44,178
15-04 WORKER'S COMP INSURANCE	3,387
15-06 TRAVEL & SCHOOL	8,500
15-07 UNIFORMS	3,700
15-13 LIFE	1,371
15-14 DENTAL	3,091
15-20 OVERHEAD HEALTH CARE COST	415
15-98 RETIREE INSURANCE	2,455
TOTAL BENEFITS	138,698

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	5,000
20-35 SMALL TOOLS AND EQUIPMENT	14,400
20-41 SUPPLIES	50,250
20-49 CHEMICALS	14,500
20-63 FLEET FUEL	5,331
20-64 FLEET PARTS	17,176
20-65 FLEET LABOR	9,916
TOTAL MATERIALS & SUPPLIES	116,573

(CONTINUED)

FUND: STORM WATER QUALITY (061)
DEPARTMENT: STORM WATER QUALITY (61)
DEPARTMENT HEAD: PAUL STREETS
PAGE TWO

PERMANENT STAFFING	FY 24-25	FY 23-24
Asst Public Works Director	0.25	0.25
Storm Water Project Supervisor	1	1
Storm Water Quality Tech	3	3
GIS Coordinator	0.17	0.17
TOTAL	4.42	4.42

PART TIME	FY 24-25	FY 23-24
Storm Water Technician	0.5	0.5

FY 23-24 Replace 2 seasonal with 1 Part Time
 FY 22-23 Replaced City Engineer with Asst PWA director
 FY 21-22 Eliminated PT Intern
 FY 21-22 .25 City Engineer from PWA (075)
 FY 20-21 Added Part-time intern
 FY 20-21 SW Manager moved to Fund 190
 Lab Technician eliminated FY 19-20
 .5 Storm Water Manager moved to Fund 190 FY 17-18

CAPITAL OUTLAY FY 24-25

Safety Storage Locker	10,000
1/2 Ton 4x4 Extended Cab Truck	55,000
Multiparameter Water Quality Meter	9,600
3/4 Ton 4x4 Extended Cab Truck	75,000
IDEXX Quanti-Tray Sealer	6,000
CCTV Inspection Unit	15,977
TOTAL	171,577

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

MOTORIZED HAND TRUCK	6,000
CCTV INSPECTION UNIT LEASE	31,954
HACH FH950 FLOW METER FOR MEASURING STREAM FLOW	8,000
CONCRETE HHW LOCKER AREA	52,500
STORAGE LOCKER DOORS/SHELVES	4,000
OUTDOOR EMERG SHOWER	5,500
SAFETY STORAGE LOCKER	50,000
COMPUTERS AND IPADS	6,250
TOTAL	164,204

PERSONNEL POSITIONS SUMMARY:

2017-18 - 5.33
 2018-19 - 5.33
 2019-20 - 4.67
 2020-21 - 4.17
 2021-22 - 4.42
 2022-23 - 4.42
 2023-24 - 4.42
2024-25 - 4.42

OTHER SERVICES & CHARGES

30-01 UTILITIES & COMMUNICATIONS	14,500
30-21 SURPLUS PROPERTY	1,148
30-22 PWA REIMBURSEMENT	41,444
30-23 UPKEEP REAL PROPERTY	12,000
30-40 CONTRACTUAL	165,550
30-43 HARDWARE/SOFTWARE	46,967
30-49 CREDIT CARD FEES	4,500
30-72 MEMBERSHIPS & SUBSCRIPTIONS	4,600
30-85 INSURANCE - FIRE, THEFT, LIAB	9,636
30-86 ANNUAL AUDIT	1,041
TOTAL OTHER SERVICES & CHARGES	301,386

CAPITAL OUTLAY

40-01 VEHICLES	130,000
40-02 EQUIPMENT	41,577
TOTAL CAPITAL OUTLAY	171,577

TRANSFERS

80-33 GENERAL FUND (010)	41,907
TOTAL TRANSFERS	41,907

TOTAL DEPARTMENT REQUEST

1,117,030

CONTRACTUAL (30-40) FY 24-25

Household Hazardous Waste Disposal (5X \$15K)	75,000
Sustainable Landscaping Pilot	30,000
Janitorial for 8726 SE 15th St.	5,500
Public Education Development	5,000
Water Quality Replicate Samples	4,500
Unifirst - Mats, rugs, and lab towels	2,000
Emergency Spill Response	20,000
TV and electronics disposal	3,000
Bacteria Source Tracking	20,000
MAC fire systems monitoring \$45 X 12	550
TOTAL	165,550

FUND: STREET TAX (065)
DEPARTMENT: DEDICATED TAX: STREET / PARKS / TRAILS & SIDEWALKS / PUBLIC TRANSPORTATION
DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	2024-25
MATERIALS & SUPPLIES	2,938	3,500	2,089	3,500
OTHER SERVICES	61,886	113,297	113,075	381,000
CAPITAL OUTLAY	259,760	1,506,583	1,506,583	200,000
TRANSFERS OUT	-	7,273	7,273	-
TOTAL	324,584	1,630,653	1,629,020	584,500

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	2024-25
TAXES	575,464	561,240	583,808	576,315
INTEREST	42,517	22,966	91,302	69,697
TOTAL	617,981	584,206	675,110	646,012

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2021	1,868,157	546,775	310,517	2,104,415
6/30/2022	2,104,415	617,981	324,584	2,397,811
6/30/2023	2,397,811	675,110	1,629,020	1,443,901
6/30/2024	1,443,901	646,012	584,500	1,505,413

*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 2024-2025

TRAILS & SIDEWALKS (06)	
CAPITAL OUTLAY	
40-06 INFRASTRUCTURE	80,000
TOTAL CAPITAL OUTLAY	80,000
TOTAL DIVISION REQUEST	80,000

PARKS (23)	
CAPITAL OUTLAY	
40-06 INFRASTRUCTURE	120,000
TOTAL CAPITAL OUTLAY	120,000
TOTAL DIVISION REQUEST	120,000

STREETS (66)	
OTHER SERVICES & CHARGES	
30-40 CONTRACTURAL	210,000
TOTAL OTHER SERVICES & CHARGES	210,000
TOTAL DIVISION REQUEST	210,000

PUBLIC TRANSPORTATION (87)	
MATERIALS & SUPPLIES	
20-41 SUPPLIES	3,500
TOTAL MATERIAL & SUPPLIES	3,500
OTHER SERVICES & CHARGES	
30-23 UPKEEP REAL PROPERTY	4,000
30-40 CONTRACTURAL	167,000
TOTAL OTHER SERVICES & CHARGES	171,000
TOTAL DIVISION REQUEST	174,500
TOTAL DEPARTMENT REQUEST	584,500

(CONTINUED)

FUND: STREET TAX (065)

DEPARTMENT: DEDICATED TAX: STREET / PARKS / TRAILS & SIDEWALKS / PUBLIC TRANSPORTATION

DEPARTMENT HEAD: VAUGHN SULLIVAN

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FUND BALANCE ACTUAL AT 6-30-22				
DIVISION/DEPT	6/30/21 FUND BALANCE	25% SALES TAX REVENUES	ACTUAL EXPENSES	6/30/22 FUND BALANCE
STREETS - 66/09	284,366	135,336	29,814	389,888
PARKS - 23	548,344	135,336	63,178	620,502
TRAILS & SIDEWALKS - 06	303,143	135,336	155,028	283,451
PUBLIC TRANSPORTATION - 87	520,193	135,336	62,496	593,033
MISCELLANEOUS	11,500	-	-	11,500
INTEREST	200,615	5,430	-	206,045
	<u>1,868,159</u>	<u>546,775</u>	<u>310,516</u>	<u>2,104,415</u>

FUND BALANCE ESTIMATED ACTUAL AT 6-30-23				
DIVISION/DEPT	6/30/22 FUND BALANCE	25% SALES TAX REVENUES	ACTUAL EXPENSES	6/30/23 FUND BALANCE
STREETS - 66/09	389,888	143,866	59,240	474,514
PARKS - 23	620,502	143,866	194,235	570,133
TRAILS & SIDEWALKS - 06	283,451	143,866	6,285	421,032
PUBLIC TRANSPORTATION - 87	593,033	143,866	64,824	672,075
MISCELLANEOUS	11,500	-	-	11,500
INTEREST	206,045	42,517	-	248,562
	<u>2,104,415</u>	<u>617,981</u>	<u>324,584</u>	<u>2,397,811</u>

FUND BALANCE ESTIMATED ACTUAL AT 6-30-24				
DIVISION/DEPT	6/30/23 FUND BALANCE	25% SALES TAX REVENUES	ACTUAL EXPENSES	6/30/24 FUND BALANCE
STREETS - 66/09	474,514	145,952	480,138	140,328
PARKS - 23	570,133	145,952	677,993	38,092
TRAILS & SIDEWALKS - 06	421,032	145,952	282,273	284,711
PUBLIC TRANSPORTATION - 87	672,075	145,952	188,616	629,411
MISCELLANEOUS	11,500	-	-	11,500
INTEREST	248,562	91,302	-	339,864
	<u>2,397,811</u>	<u>675,110</u>	<u>1,629,020</u>	<u>1,443,901</u>

FUND BALANCE ESTIMATED ACTUAL AT 6-30-25				
DIVISION/DEPT	6/30/24 FUND BALANCE	25% SALES TAX REVENUES	ACTUAL EXPENSES	6/30/25 FUND BALANCE
STREETS - 66/09	140,328	144,079	210,000	74,406
PARKS - 23	38,092	144,079	120,000	62,170
TRAILS & SIDEWALKS - 06	284,711	144,079	80,000	348,789
PUBLIC TRANSPORTATION - 87	629,411	144,079	174,500	598,989
MISCELLANEOUS	11,500	-	-	11,500
INTEREST	339,864	69,697	-	409,561
	<u>1,443,901</u>	<u>646,012</u>	<u>584,500</u>	<u>1,505,413</u>

CONTRACTUAL FY 24-25

Embark Transit - Also funded in Fund 009-14 (87)	150,000
Cleaning Bus Stop Shelters (87)	17,000
Pavement Management System Eval (66)	90,000
Midstate Traffic Control (66)	120,000
TOTAL	377,000

CAPITAL OUTLAY FY 24-25

Trail Lighting (06)	80,000
Pool Liner 3 Yr Funding (23)	120,000
TOTAL	200,000

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

BOMBER TRAIL PH4 ENGINEER	50,000
WALKING TRAIL/ OPTIMIST P	50,000
SCIP 3 MATCH	75,000
SIDEWALKS	100,000
MIDWEST BLVD 29TH TO 10TH	51,854
CRUTCHO CREEK BRIDGE	14,300
MIDWEST BLVD MATCH (MULTI)	325,000
EQUIPMENT FOR MAC	11,926
AQUATEK WHEELCHAIR	900
POOL GUTTER GRATES	5,000
POOL SHADE STRUCTURES	10,000
PLAYGROUND EQUIP REPL	15,138
SPRAY PARK RELOCATION	100,000
RAIL W TRAIL PH 2 & 3	5,250
SPIRIT PLAYGROUND (1ST YR	150,000
FRED MEYER BALLPARK DEMO	21,125
JOE B BARNES TRAIL BRIDGE	165,524
POOL LINER 3 YR FUNDING	180,000
FENCING AT MAC	11,000
WESTMINSTER/10TH RESURFACE	75,000
TOWN CTR PARK - P3	2,130
ROTO RENO MW TO DOUGLAS	280
RENO - MIDWEST TO DOUGLAS	13,704
BUS STOP SHELTERS	73,452
TOTAL	1,506,583

FUND: EMERGENCY OPERATIONS (070)
DEPARTMENT: EMERG OPERATION FUND (21)
DEPARTMENT HEAD: RYAN RUSHING

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	2024-25
PERSONAL SERVICES	358,582	339,769	369,289	426,364
BENEFITS	80,255	129,325	94,812	147,600
MATERIALS & SUPPLIES	1,962	9,749	12,297	35,084
OTHER SERVICES	151,885	169,640	167,702	220,226
CAPITAL OUTLAY	7,565	261,482	261,482	39,396
TOTAL	600,251	909,965	905,582	868,670

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	2024-25
TAXES	607,692	591,881	622,066	608,972
INVESTMENT INTEREST	23,503	12,936	58,147	45,403
CHARGES FOR SERVICES	215,775	215,775	215,775	315,775
TRANSFERS IN - Fund 143	25,694	30,000	30,000	-
TOTAL	872,665	850,592	925,988	970,151

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2021	838,966	807,367	542,345	1,103,988
6/30/2022	1,103,988	872,665	600,251	1,376,402
6/30/2023	1,376,402	925,988	905,582	1,396,808
6/30/2024	1,396,808	970,151	868,670	1,498,289
		Excludes Capital Outlay & Transfers Out	(41,464)	5% Reserve
			1,456,825	

FINAL BUDGET 2024-2025

PERSONAL SERVICES	
10-01 SALARIES	283,242
10-03 OVERTIME	125,000
10-07 ALLOWANCES	6,420
10-10 LONGEVITY	5,337
10-12 VACATION BUYBACK	1,222
10-13 PDO BUYBACKS	826
10-17 ADDITIONAL INCENTIVE	1,800
10-19 ON CALL	335
10-27 SHIFT DIFFERENTIAL	1,560
10-95 SALARY ADJUSTMENT	622
TOTAL PERSONAL SERVICES	426,364

BENEFITS	
15-01 SOCIAL SECURITY	32,617
15-02 EMPLOYEE'S RETIREMENT	59,691
15-03 GROUP INSURANCE	40,425
15-06 TRAVEL & SCHOOL	5,000
15-13 LIFE	1,086
15-14 DENTAL	2,865
15-20 OVERHEAD HEALTH CARE COST	329
15-98 RETIREE HEALTH INSURANCE	5,587
TOTAL BENEFITS	147,600

MATERIALS & SUPPLIES	
20-35 SMALL TOOLS & EQUIPMENT	22,820
20-41 SUPPLIES	5,000
20-63 FLEET FUEL	179
20-64 FLEET PARTS	5,874
20-65 FLEET LABOR	1,211
TOTAL MATERIALS AND SUPPLIES	35,084

OTHER SERVICES & CHARGES	
30-21 SURPLUS PROPERTY	1,481
30-24 MAINTENANCE OF EQUIPMENT	21,000
30-40 CONTRACTUAL	55,465
30-43 HARDWARE/SOFTWARE MAINTENANCE	142,060
30-86 AUDIT	220
TOTAL OTHER SERVICES & CHARGES	220,226

(CONTINUED)

FUND: EMERGENCY OPERATIONS (070)
DEPARTMENT: EMERG OPERATION FUND (21)
DEPARTMENT HEAD: RYAN RUSHING
PAGE TWO

PERMANENT STAFFING	FY 24-25	FY 23-24
EOC Manager	1	1
Communication Spec I	1.5	1.5
911 Coordinator	1	1
TOTAL	3.5	3.5

FY 23-24 Changed 911 Supervisor to 911 Coordinator
 FY 23-24 Changed .50 Comm Spec II to Comm Spec I
 FY 21-22: Added 911 Supervisor
 FY 21-22: Added Comm Spec I and deleted (1) Comm Spec II
 .27 Comm Coord to Fund 040 FY 18-19
 .27 Comm Coord from Fund 040 FY 17-18

CONTRACTUAL FY 24-25 (30-40)

Verizon (911 Text Phone)	1,080
Language Line	350
EMD Cards Renew	245
Radio Console Maintenance	1,000
Polygraph	300
Total Testing	390
Pro Q&A Maintenance	1,050
Pro Q&A Interface Maintenance	1,050
NG911 Addressing	50,000
TOTAL	55,465

**PERSONNEL
 POSITIONS
 SUMMARY:**

2017-18 - 2.77
 2018-19 - 2.5
 2019-20 - 2.5
 2020-21 - 2.5
 2021-22 - 3.5
 2022-23 - 3.5
 2023-24 - 3.5
2024-25 - 3.5

CAPITAL OUTLAY

40-02 EQUIPMENT	17,500
40-14 REMODEL	6,500
40-50 SOFTWARE	15,396
TOTAL CAPITAL OUTLAY	39,396

TOTAL DEPARTMENT REQUEST

868,670

CAPITAL OUTLAY FY 24-25

Remodel	6,500
Pro Q & A Software for EMD	9,396
Scheduling Software	6,000
A/C Condensor Heater	17,500
TOTAL	39,396

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

UPGRADE ZETRON MODULE	884
(5) WIRELESS HEADSETS/BAS	3,000
EVENTIDE NEXLOG 740	35,000
EQUIP/FURN FOR EOC	9,090
HANDHELD RADIOS	5,000
STORM SIREN EQUIP	50,000
PORTABLE EMERGENCY EQUIP	14,360
HARRIS RADIO, ASST HEARIN	18,000
REPLACING FLOORING	20,000
CURVED COMPUTER MONITORS	600
PROQA SOFTWARE (MULTI YR)	98,588
3 COMPUTERS, 4 LAPTOPS	6,960
TOTAL	261,482

FUND: PUBLIC WORKS ADMINISTRATION (075)
DEPARTMENT: PUBLIC WORKS ADMINISTRATION (30)
DEPARTMENT HEAD: PAUL STREETS

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	2024-25
PERSONAL SERVICES	815,491	885,775	837,264	849,602
BENEFITS	262,058	322,733	281,051	279,417
MATERIALS & SUPPLIES	4,507	7,042	7,123	11,154
OTHER SERVICES	40,977	63,337	53,979	62,169
CAPITAL OUTLAY	16,312	350,999	350,999	177,831
TRANSFER OUT	5,000	5,000	5,000	130,000
TOTAL	1,144,345	1,634,886	1,535,415	1,510,173

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	2024-25
CHARGES FOR SERVICES	1,316,036	1,316,569	1,316,569	1,424,181
INTEREST	17,761	12,460	43,120	33,400
MISCELLANEOUS	235	-	-	-
TOTAL	1,334,032	1,329,029	1,359,689	1,457,581

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2021	630,577	1,503,127	1,271,043	862,661
6/30/2022	862,661	1,334,032	1,144,345	1,052,349
6/30/2023	1,052,349	1,359,689	1,535,415	876,623
6/30/2024	876,623	1,457,581	1,510,173	824,030

FINAL BUDGET 2024-2025

PERSONAL SERVICES	
10-01 SALARIES	731,305
10-02 WAGES	66,960
10-03 OVERTIME	2,500
10-07 ALLOWANCES	15,340
10-10 LONGEVITY	14,455
10-11 SL BUYBACK	4,626
10-12 VL BUYBACK	2,390
10-13 PDO BUYBACK	4,225
10-14 SL INCENTIVE	5,120
10-17 ADDITIONAL INCENTIVE	1,125
10-95 1X SALARY ADJUSTMENT	1,556
TOTAL PERSONAL SERVICES	849,602

BENEFITS	
15-01 SOCIAL SECURITY	64,995
15-02 EMPLOYEES' RETIREMENT	109,570
15-03 GROUP INSURANCE	70,462
15-04 WORKERS COMP INSURANCE	5,706
15-06 TRAVEL & SCHOOL	13,450
15-13 LIFE	2,607
15-14 DENTAL	4,616
15-20 OVERHEAD HEALTH CARE COST	1,811
15-98 RETIREE INSURANCE	6,201
TOTAL BENEFITS	279,417

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	1,244
20-35 SMALL TOOL & EQUIPMENT	4,910
20-41 SUPPLIES	5,000
TOTAL MATERIALS & SUPPLIES	11,154

OTHER SERVICES & CHARGES	
30-01 UTILITIES	4,347
30-23 UPKEEP REAL PROPERTY	910
30-40 CONTRACTUAL	11,887
30-41 CONTRACTUAL LABOR	2,500
30-43 HARDWARE/SOFTWARE MAINT	29,949
30-72 MEMBERSHIPS & SUBSCRIPTIONS	4,000
30-85 INSURANCE-FLEET/LIABILITY	7,713
30-86 AUDIT	863
TOTAL OTHER SERVICES & CHARGES	62,169

(CONTINUED)

FUND: PUBLIC WORKS ADMINISTRATION (075)
DEPARTMENT: PUBLIC WORKS ADMINISTRATION (30)
DEPARTMENT HEAD: PAUL STREETS
PAGE TWO

PERMANENT STAFFING	FY 24-25	FY 23-24
Public Works Director	1	1
Assistant Public Works Director	0.75	0.75
Public Works City Engineer	0.5	0.5
Chief Construction Inspector	0	0.75
Construction Inspector I	0.75	0
Office Manager	1	1
Secretary II	3	3
Cityworks Specialist (prev. GIS)	0	1
Safety Coordinator	0.8	0.8
Communications Coordinator- IT	0.105	0.105
Assistant City Manager	0.25	0.25
Communications & MKTG Director	0.25	0.25
TOTAL	8.405	9.405

PART TIME	FY 24-25	FY 23-24
Application Specialist	0.5	0

Added Public Works Director in place of Enviro 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
 Added .25 Communications Director from Communications Department (010-20) FY 18-19
 FY 20-21: Ch. Constr. Insp from Comm Dev (0510)
 FY 21-22 .25 City Engineer to Stormwater (061)
 FY 21-22: Chief Construction Inspector
 FY 22-23: moved .25 Chief Construction Inspector to Engineering (010-24)
 FY 22-23: moved .50 (Prev PWA City Engineer) City Engineer to Engineering (010-24)
 FY 22-23: added .75 Asst PWA Director
 FY 22-23: moved .50 Cityworks Specialist to IT (010-16)
 FY 24-25: Eliminated Chief Construction Inspector & added Construction Inspector I
 FY 24-25 Eliminated Cityworks Specialist (prev. GIS)
 FY 24-25 added .50 Application Specialist

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL	
Copier	8,400
Computer	1,400
Bldg A PWA Offices Renov	120,165
Fiber Optic	55,000
Front Office Furniture	2,070
Architect/Engineer SVC	160,000
PWA Computers	2,564
Computer Replacement	1,400
TOTAL	350,999

PERSONNEL
 POSITIONS
 SUMMARY:
 2017-18 - 8.155
 2018-19 - 8.405
 2019-20 - 8.405
 2020-21 - 8.405
 2021-22 - 9.155
 2022-23 - 9.405
 2023-24 - 9.405
2024-25 - 8.405

CAPITAL OUTLAY	
40-14 REMODEL	95,000
40-49 COMPUTERS	82,831
TOTAL CAPITAL OUTLAY	177,831

TRANSFER OUT TO OTHER FUNDS	
80-24 L&H (240)	125,000
80-35 EMPLOYEE ACTIVITY (035)	5,000
TOTAL TRANSFER OUT TO OTHER FUNDS	130,000

TOTAL DEPARTMENT REQUEST 1,510,173

SOURCES OF REVENUE BY DEPARTMENT FY 24-25	
Sanitation	187,137
Water	363,878
Wastewater	447,050
Street	291,103
Drainage	31,190
Storm Water	41,444
Golf	62,379
TOTAL	1,424,181

CAPITAL OUTLAY FY 24-25	
Bldg A PWA Offices Renov	95,000
Bulk SAN & Server License	82,831
TOTAL	177,831

CONTRACTUAL DETAIL (30-40) FY 24-25	
Pest Control	1,016
Unifirst	234
Standley Systems	1,437
Janitorial Services	3,500
Fire Alarm Monitoring for PWA	1,020
Cintas	800
Public Works Informational Material/Video	3,700
Amazon Prime Membership	180
TOTAL	11,887

HARDWARE/SOFTWARE MAINTENANCE DETAIL (30-43) FY 24-25	
Cityworks Support	5,600
Central Square (Superior LLC)	13,915
Laserfiche	3,571
Internet	576
Office 365 Subscriptions (2 I-Pads)	405
Adobe Acrobat Pro	360
Microsoft 365	2,361
Tech Fund Distribution	3,161
TOTAL	29,949

FUND: INTERSERVICE (080)
DEPARTMENT: FLEET SERVICES (25)
DEPARTMENT HEAD: TIM LYON

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2022-23	2023-24	2023-24	2024-25
PERSONAL SERVICES	769,904	805,324	784,590	842,878
BENEFITS	276,672	300,041	285,313	307,083
MATERIALS & SUPPLIES	1,793,518	2,500,444	2,507,547	2,516,500
OTHER SERVICES	108,925	162,296	173,085	172,225
CAPITAL OUTLAY	45,353	491,836	491,836	102,500
TOTAL	2,994,373	4,259,941	4,242,372	3,941,186

REVENUES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2022-23	2023-24	2023-24	2024-25
CHARGES FOR SERVICES	2,883,046	3,669,750	3,669,750	3,939,618
INVESTMENT INTEREST	11,675	8,650	20,365	12,470
MISCELLANEOUS	2	-	233	-
TOTAL	2,894,724	3,678,400	3,690,347	3,952,088

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2021	718,232	2,935,295	2,920,884	732,643
6/30/2022	732,643	2,894,724	2,994,373	632,994
6/30/2023	632,994	3,690,347	4,242,372	80,969
6/30/2024	80,969	3,952,088	3,941,186	91,871

FINAL BUDGET 2024-2025

PERSONAL SERVICES	
10-01 SALARIES	756,607
10-02 WAGES	18,000
10-03 OVERTIME	2,500
10-07 ALLOWANCES	16,115
10-10 LONGEVITY	18,618
10-11 SICK LEAVE BUYBACK	4,616
10-12 VL BUYBACK	1,422
10-13 PDO BUYBACK	1,020
10-14 SICK LEAVE INCENTIVE	3,690
10-17 ADDITIONAL INCENTIVE	4,051
10-18 SEPARATION PAY	10,000
10-19 ON CALL	4,000
10-95 1 X SALARY ADJUSTMENT	2,239
TOTAL PERSONAL SERVICES	842,878

BENEFITS	
15-01 SOCIAL SECURITY	64,480
15-02 EMPLOYEES' RETIREMENT	115,483
15-03 GROUP INSURANCE	75,873
15-04 WORKERS COMP INSURANCE	5,740
15-06 TRAVEL & SCHOOL	6,000
15-07 UNIFORMS	6,300
15-13 LIFE	3,909
15-14 DENTAL	6,949
15-20 OVERHEAD HEALTH CARE COST	1,184
15-98 RETIREE INSURANCE	21,165
TOTAL BENEFITS	307,083

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	1,500,000
20-35 SMALL TOOLS & EQUIP	16,500
20-41 SUPPLIES	15,000
20-45 FUEL	985,000
TOTAL MATERIALS & SUPPLIES	2,516,500

(CONTINUED)

FUND: INTERSERVICE (080)
DEPARTMENT: FLEET SERVICES (25)
DEPARTMENT HEAD: TIM LYON
PAGE TWO

PERMANENT STAFFING	FY 24-25	FY 23-24
Transportation Manager	1	1
Records Clerk	1	1
Secretary II	0.5	0.5
Lead Technician	1	1
Technician I	5	5
Technician II	4	4
Safety Coordinator	0.1	0.1
TOTAL	12.6	12.6

PART TIME	FY 24-25	FY 23-24
Technician I	0.5	0.5

CONTRACTUAL (30-40) FY 24-25

Pest Control	990
Safety Kleen (Contracted Amount)	3,300
Fire Alarm Sys Annual Monitoring (Contracted Amount)	360
Fire Alarm Annual Inspection (Contracted Amount)	400
Fire Extinguisher R & R (Contracted Amount)	750
Ameriworks/Occupational Testing	1,000
Cleaning Service for Offices and Bathrooms	4,500
Office Equipment Support	300
Shop Equipment Repairs	850
TOTAL	12,450

CAPITAL OUTLAY FY 24-25

Service Truck (Multi Yr Funding)	60,000
ADA Wall Mounted Vertical Lift Platform	25,000
Shop Equipment	10,000
Diagnostic Scan Tools	7,500
TOTAL	102,500

PERSONNEL
POSITIONS
SUMMARY:
2017-18 - 11.6
2018-19 - 12.6
2019-20 - 12.6
2020-21 - 12.6
2021-22 - 12.6
2022-23 - 12.6
2023-24 - 12.6
2024-25 - 12.6

OTHER SERVICES & CHARGES

30-01 UTILITIES	7,000
30-23 UPKEEP REAL PROPERTY	10,000
30-40 CONTRACTUAL	12,450
30-41 CONTRACTUAL LABOR	65,000
30-43 HARDWARE/SOFTWARE MAINT	12,903
30-72 MEMBERSHIPS & SUBSCRIPTIONS	4,000
30-81 ADVERTISING	20
30-85 INSURANCE - FLEET/LIABILITY	58,702
30-86 AUDIT	2,150
TOTAL OTHER SERVICES & CHARGES	172,225

CAPITAL OUTLAY

40-01 VEHICLE	60,000
40-02 EQUIPMENT	17,500
40-07 BUILDING	25,000
TOTAL CAPITAL OUTLAY	102,500

TOTAL DEPARTMENT REQUEST 3,941,186

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

SVC TRUCK (1ST YR FUNDING)	220,000
CNG SKID UNIT	20,000
CAR WASH HEATER	5,000
CNG SHOP EQUIPMENT	7,813
CNG APPROVED SHOP EQUIP	14,350
CNG APPROVED EQUIP	20,700
MOWER LIFT	1,650
DIAGNOSTIC SCAN TOOLS	25,500
CNG INDIRECT HEAT HEATERS	47,515
CNG SHOP MODIFICATION	60,000
FLEET OFFICE REMOD/FURN	4,391
OFFICE REMODEL	5,000
4 COMPUTERS WITH MONITORS	3,917
1 DIAGNOSTIC SOFTWARE PAC	1,000
4 POST HYDRAULIC VEH LIFT	20,000
QUICK LUBE SHOP EQUIP	10,000
ADA WALL MOUNT LIFT PLATF	25,000
TOTAL	491,836

FUND: SURPLUS PROPERTY (081)
DEPARTMENT: SURPLUS PROPERTY (26)
DEPARTMENT HEAD: TIM LYON

FINAL BUDGET 2024-2025

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	2024-25
PERSONAL SERVICES	34,469	31,041	21,613	23,343
BENEFITS	15,927	15,232	12,779	13,626
MATERIALS & SUPPLIES	651	1,050	1,712	1,200
OTHER SERVICES	8,162	10,600	10,645	9,810
CAPITAL OUTLAY	-	3,375	3,375	-
TOTAL	59,209	61,298	50,125	47,979

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	2024-25
CHARGES FOR SERVICES	53,723	57,522	57,522	47,579
INTEREST	11,799	8,920	26,471	21,470
MISCELLANEOUS	0	400	-	-
TOTAL	65,522	66,842	83,993	69,049

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2021	119,209	50,942	48,758	121,393
6/30/2022	121,393	65,522	59,209	127,706
6/30/2023	127,706	83,993	50,125	161,574
6/30/2024	161,574	69,049	47,979	182,645

PERSONAL SERVICES	
10-01 SALARIES	22,576
10-07 ALLOWANCES	90
10-10 LONGEVITY	138
10-17 ADDITIONAL INCENTIVE	450
10-95 1 X SALARY ADJUSTMENT	89
TOTAL PERSONAL SERVICES	23,343

BENEFITS	
15-01 SOCIAL SECURITY	1,786
15-02 EMPLOYEES' RETIREMENT	3,268
15-03 GROUP INSURANCE	3,099
15-13 LIFE	155
15-14 DENTAL	191
15-20 OVERHEAD HEALTH CARE COST	47
15-98 RETIREE INSURANCE	5,080
TOTAL BENEFITS	13,626

MATERIALS & SUPPLIES	
20-35 SMALL TOOLS & EQUIPMENT	250
20-41 SUPPLIES	600
20-64 FLEET PARTS	249
20-65 FLEET LABOR	101
TOTAL MATERIALS & SUPPLIES	1,200

OTHER SERVICES & CHARGES	
30-01 UTILITIES & COMMUNICATIONS	4,500
30-23 UPKEEP REAL PROPERTY	2,000
30-40 CONTRACTUAL	210
30-41 SELLER FEES	2,200
30-87 SHIPPING	400
30-89 EBAY FEES	500
TOTAL OTHER SERVICES & CHARGES	9,810

TOTAL DEPARTMENT REQUEST **47,979**

Note: Sales are recorded to the balance sheet.

(CONTINUED)

FUND: SURPLUS PROPERTY (081)
DEPARTMENT: SURPLUS PROPERTY (26)
DEPARTMENT HEAD: TIM LYON
PAGE TWO

PERMANENT STAFFING	FY 24-25	FY 23-24
Secretary II	0.5	0.5
TOTAL	0.5	0.5

CONTRACTUAL (30-40) FY 24-25

Pest Control	210
TOTAL	210

**PERSONNEL
POSITIONS
SUMMARY:**

2017-18 - .5
 2018-19 - .5
 2019-20 - .5
 2020-21 - .5
 2021-22 - .5
 2022-23 - .5
 2023-24 - .5
2024-25 - .5

SOURCES OF REVENUE BY DEPARTMENT FY 24-25

Parks	598
General Fund	12,227
Hotel/Conference Center	2,666
Sanitation	9,614
Water	1,307
Sewer	3,228
Golf	962
Stormwater	1,148
Police	7,678
Fire	6,670
Emergency Operations	1,481
TOTAL	47,579

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

NORTH PARKING LOT FENCING	3,375
TOTAL	3,375

FUND: ACTIVITY (115)
DEPARTMENT: RECREATION (78)
DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	15,782	26,767	30,756	25,089
BENEFITS	1,207	2,048	2,353	1,919
MATERIALS & SUPPLIES	63,428	65,584	55,589	58,250
OTHER SERVICES	117,710	247,949	223,696	253,250
CAPITAL OUTLAY	15,188	34,811	34,811	-
TOTAL	213,316	377,159	347,206	338,508

REVENUES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
CHARGES FOR SERVICES	174,101	326,953	226,221	227,556
INTEREST	7,880	4,055	20,055	15,640
MISCELLANEOUS	89,064	100,007	101,053	97,228
TOTAL	271,045	431,015	347,329	340,424

PART TIME:	FY 23-24	FY 22-23
Softball/Baseball Maintenance	3	1

FINAL BUDGET 2024-2025

2315 - Holiday Lights	
PERSONAL SERVICES	
10-02 WAGES	5,000
TOTAL PERSONAL SERVICES	5,000
BENEFITS	
15-01 SOCIAL SECURITY	383
TOTAL BENEFITS	383
MATERIALS & SUPPLIES	
20-41 SUPPLIES	4,000
TOTAL MATERIALS & SUPPLIES	4,000
OTHER SERVICES & CHARGES	
30-01 UTILITIES/COMMUNICATIONS	8,000
30-40 CONTRACTUAL	12,000
30-41 CONTRACT LABOR	13,500
30-49 CREDIT CARD FEES	200
TOTAL OTHER SERVICES & CHARGES	33,700
TOTAL DIVISION REQUEST	43,083

(CONTINUED)

FUND: ACTIVITY (115)
DEPARTMENT: RECREATION (78)
DEPARTMENT HEAD: VAUGHN SULLIVAN
PAGE TWO

FUND BALANCE ESTIMATED ACTUAL AT 6-30-24				
DEPT/DIVISION	6/30/23 FUND BALANCE	ESTIMATED REVENUES	ESTIMATED EXPENSES	6/30/24 FUND BALANCE
7810 - SOFTBALL	108,962	120,431	86,761	142,632
7812 - BASEBALL	35,398	97,590	119,603	13,385
7813 - PAVILIONS	85,192	22,282	59,957	47,517
7814 - PARK FACILITIES	124,276	24,497	-	148,773
7815 - MISC PROGRAMS	(23,917)	8,200	22,977	(38,694)
7816 - NATURE TRAIL	1,622	325	170	1,777
7817 - TREE BOARD	22,943	1,100	5,000	19,043
7819 - ART BOARD	1,628	-	-	1,628
7820 - SPECIAL EVENTS	300	-	-	300
7822 - RENAISSANCE RUN	6,181	-	-	6,181
2315 - HOLIDAY LIGHTS	25,335	52,849	49,194	28,990
2320 - WALK THE LIGHTS	9,127	-	3,545	5,582
2325 - DOG PARKS	6,140	-	-	6,140
UNDESIGNATED-INTEREST	75,341	20,055	-	95,396
	478,528	347,329	347,207	478,650

FUND BALANCE ESTIMATED ACTUAL AT 6-30-25				
DEPT/DIVISION	6/30/24 FUND BALANCE	ESTIMATED REVENUES	ESTIMATED EXPENSES	6/30/25 FUND BALANCE
7810 - SOFTBALL	142,632	121,056	103,626	160,062
7812 - BASEBALL	13,385	96,500	144,050	(34,165)
7813 - PAVILIONS	47,517	22,104	25,800	43,821
7814 - PARK FACILITIES	148,773	25,413	-	174,186
7815 - MISC PROGRAMS	(38,694)	10,000	13,200	(41,894)
7816 - NATURE TRAIL	1,777	258	250	1,785
7817 - TREE BOARD	19,043	433	5,000	14,476
7819 - ART BOARD	1,628	-	-	1,628
7820 - SPECIAL EVENTS	300	-	-	300
7822 - RENAISSANCE RUN	6,181	-	-	6,181
2315 - HOLIDAY LIGHTS	28,990	49,019	43,083	34,927
2320 - WALK THE LIGHTS	5,582	-	3,500	2,082
2325 - DOG PARKS	6,140	-	-	6,140
UNDESIGNATED-INTEREST	95,396	15,640	-	111,036
	478,650	340,423	338,508	480,565

2320 -Walk the Lights	
MATERIALS & SUPPLIES	
20-41 SUPPLIES	2,000
TOTAL MATERIALS & SUPPLIES	2,000

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	1,500
TOTAL OTHER SERVICES & CHARGES	1,500

TOTAL DIVISION REQUEST 3,500

7810 - Softball

PERSONAL SERVICES	
10-02 WAGES	20,000
10-95 SALARY ADJUSTMENT	89
TOTAL PERSONAL SERVICES	20,089

BENEFITS	
15-01 SOCIAL SECURITY	1,537
TOTAL BENEFITS	1,537

MATERIALS & SUPPLIES	
20-41 SUPPLIES	20,000
TOTAL MATERIALS & SUPPLIES	20,000

OTHER SERVICES & CHARGES	
30-01 UTILITIES/COMMUNICATIONS	16,000
30-18 REFUNDS	500
30-23 UPKEEP REAL PROPERTY	5,000
30-40 CONTRACTUAL	40,500
TOTAL OTHER SERVICES & CHARGES	62,000

TOTAL DIVISION REQUEST 103,626

(CONTINUED)

FUND: ACTIVITY (115)
 DEPARTMENT: RECREATION (78)
 DEPARTMENT HEAD: VAUGHN SULLIVAN
 PAGE THREE

CONTRACTUAL (30-40) DIVISION 2315 FY 24-25

Security	12,000
TOTAL	12,000

CONTRACTUAL (30-40) DIVISION 2320 FY 24-25

Entertainment for Light the City	1,500
TOTAL	1,500

CONTRACTUAL (30-40) DIVISION 7810 FY 24-25

UIC	7,000
US Lawns of Oklahoma	20,000
Public Property Maintenance	3,000
Artificial Turf Maintenance	10,500
TOTAL	40,500

CONTRACTUAL (30-40) DIVISION 7812 FY 24-25

Youth League UIC	30,550
United Turf & Track	76,500
Public Property Maintenance	3,000
Artificial Turf Maintenance	10,500
TOTAL	120,550

CONTRACTUAL (30-40) DIVISION 7813 FY 24-25

Public Property Maintenance	18,000
TOTAL	18,000

7812 - Baseball

MATERIALS & SUPPLIES	
20-41 SUPPLIES	15,000
TOTAL MATERIALS & SUPPLIES	15,000

OTHER SERVICES & CHARGES	
30-01 UTILITIES/COMMUNICATIONS	4,500
30-23 UPKEEP REAL PROPERTY	4,000
30-40 CONTRACTUAL	120,550
TOTAL OTHER SERVICES & CHARGES	129,050

TOTAL DIVISION REQUEST	144,050
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7813 - Pavilions

OTHER SERVICES & CHARGES	
30-18 REFUNDS	400
30-23 UPKEEP REAL PROPERTY	7,400
30-40 CONTRACTUAL	18,000
TOTAL OTHER SERVICES & CHARGES	25,800

TOTAL DIVISION REQUEST	25,800
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7815 - Miscellaneous Programs

MATERIALS & SUPPLIES	
20-58 FATHER-DAUGHTER DANCE	9,000
20-68 MOM/SON BEACH PARTY	3,000
TOTAL MATERIALS & SUPPLIES	12,000

OTHER SERVICES & CHARGES	
30-49 CREDIT CARD FEES	1,200
TOTAL OTHER SERVICES & CHARGES	1,200

TOTAL DIVISION REQUEST	13,200
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(CONTINUED)

FUND: ACTIVITY (115)
DEPARTMENT: RECREATION (78)
DEPARTMENT HEAD: VAUGHN SULLIVAN
PAGE FOUR

<u>7816 NATURE TRAIL</u>	
MATERIALS & SUPPLIES	
20-41 SUPPLIES	250
TOTAL MATERIALS & SUPPLIES	<u>250</u>
TOTAL DIVISION REQUEST	<u>250</u>
<u>7817 - Tree Board</u>	
MATERIALS & SUPPLIES	
20-07 TREES	5,000
TOTAL MATERIALS & SUPPLIES	<u>5,000</u>
TOTAL DIVISION REQUEST	<u>5,000</u>
TOTAL DEPARTMENT REQUEST	<u><u>338,508</u></u>

FUND: PARK & RECREATION PROJECTS (123)
DEPARTMENT: MWC PARKS & REC (06), (19), (20) & (23)
DEPARTMENT HEADS: JOSHUA RYAN

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2022-23	2023-24	2023-24	2024-25
PERSONAL SERVICES	24,071	39,295	26,868	-
BENEFITS	6,383	18,032	9,108	5,000
MATERIALS & SUPPLIES	8,248	18,100	15,986	10,500
OTHER SERVICES	386,287	452,908	320,446	493,725
CAPITAL OUTLAY	632,666	1,803,014	1,803,014	1,215,000
TOTAL	1,057,655	2,331,349	2,175,422	1,724,225

REVENUES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2022-23	2023-24	2023-24	2024-25
TAXES	581,277	1,159,342	1,218,751	1,517,044
CHARGES FOR SERVICES	25,025	-	101,830	204,209
INTEREST	37,479	18,909	73,114	50,283
MISCELLANEOUS	11,676	-	-	-
TRANSFERS IN	1,097,166	89,679	89,679	89,558
TOTAL	1,752,623	1,267,930	1,483,374	1,861,094

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2021	723,200	1,645,116	478,117	1,890,199
6/30/2022	1,890,199	1,752,623	1,057,655	2,585,167
6/30/2023	2,585,167	1,483,374	2,175,422	1,893,119
6/30/2024	1,893,119	1,861,094	1,724,225	2,029,988
			Excludes Capital Outlay & Transfers Out	(25,461) 5% Reserve
				2,004,527

Note: Transfer in comes from 14% of the distribution of the Hotel / Motel Tax Fund (225)

FINAL BUDGET 2024-2025

PARK AND RECREATION (06)	
MATERIALS & SUPPLIES	
20-35 SMALL TOOLS & EQUIPMENT	4,000
20-41 SUPPLIES	4,000
TOTAL MATERIALS & SUPPLIES	8,000
OTHER SERVICES & CHARGES	
30-01 UTILITIES/COMMS	120,000
30-21 SURPLUS PROPERTY	2,098
30-23 UPKEEP REAL PROPERTY	75,000
30-40 CONTRACTUAL	158,000
30-43 COMPUTER SOFTWARE MAINT	26,355
30-54 VEHICLE INSURANCE	1,000
30-86 AUDIT	572
TOTAL OTHER SERVICES & CHARGES	383,025
CAPITAL OUTLAY	
40-02 EQUIPMENT	40,000
40-06 INFRASTRUCTURE	650,000
40-07 BUILDING	200,000
40-15 IOB	125,000
TOTAL CAPITAL OUTLAY	1,015,000
TOTAL DEPARTMENT REQUEST	1,406,025

SWIMMING POOL (19)	
OTHER SERVICES & CHARGES	
30-49 CREDIT CARD FEES	4,000
TOTAL OTHER SERVICES & CHARGES	4,000
TOTAL DEPARTMENT REQUEST	4,000

(CONTINUED)

FUND: PARK & RECREATION PROJECTS (123)
DEPARTMENT: MWC PARKS & REC (06), (19), (20) & (23)
DEPARTMENT HEADS: JOSHUA RYAN
PAGE TWO

PERMANENT STAFFING	FY 24-25	FY 23-24
Park & Rec Supervisor	0.000	0.325
Youth Sports Coordinator	0.00	0.25
TOTAL	0.000	0.575

FY 24-25 moved .25 Youth Sports Coordinator to Fund 045
 FY 24-25 moved .325 Parks & Rec Supervisor to Fund 045
 FY 22-23 moved .44 CVB Manager to Fund 045 Welcome Ctr
 FY 21-22 Added .25 Youth Sports Coordinator

PERSONNEL
 POSITIONS
 SUMMARY:
 2017-18 - .765
 2018-19 - .765
 2019-20 - .765
 2020-21 - .765
 2021-22 - 1.015
 2022-23 - .575
 2023-24 - .575
2024-25 - 0

SPECIAL EVENTS (30-91) FY 24-25 (20)

PROJECT	
Tribute to Liberty	25,000
Holiday Events	10,000
Veterans Day Parade	9,500
Mid-America Street Fest	20,000
Light the City	6,000
Covered In Color	20,000
TOTAL	90,500

CONTRACTUAL (30-40) FY 24-25 (06)

Parks Electrical	10,000
Parks Portapotties	8,000
Landscaping Maintenance	75,000
Demo of Doug Hunt Building Structures	65,000
TOTAL	158,000

COMMUNICATIONS (20)

BENEFITS	
15-06 TRAVEL & SCHOOL	5,000
TOTAL BENEFITS	5,000

MATERIALS & SUPPLIES	
20-41 SUPPLIES	2,500
TOTAL MATERIALS & SUPPLIES	2,500

OTHER SERVICES & CHARGES	
30-49 CREDIT CARD FEES	200
30-54 VEHICLE INSURANCE	1,000
30-81 ADVERTISING - PROMOTION	15,000
30-91 SPECIAL EVENTS	90,500
TOTAL OTHER SERVICES & CHARGES	106,700

TOTAL DEPARTMENT REQUEST	114,200
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PARK PLAY (23)

CAPITAL OUTLAY	
40-06 INFRASTRUCTURE	200,000
TOTAL CAPITAL OUTLAY	200,000

TOTAL DEPARTMENT REQUEST	200,000
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TOTAL FUND REQUEST	1,724,225
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(CONTINUED)

FUND: PARK & RECREATION PROJECTS (123)
DEPARTMENT: MWC PARKS & REC (06), (19), (20) & (23)
DEPARTMENT HEADS: JOSHUA RYAN
PAGE THREE

CAPITAL OUTLAY FY 24-25

Park Master Plan (06)	250,000
Mid-America Security Cameras (06)	40,000
Tennis & Basketball Court Resurface & Upgrade (06)	100,000
Mid- America Basketball Court (06)	400,000
Light Barn Extension (06)	200,000
Safety Fence (06) Split with Fund 197	25,000
Spirit Playground (3rd year funding of 5) (23)	200,000
TOTAL	1,215,000

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

MOWING TRACTOR	182
REED BB COMPLEX SIGN	329
PARKS WIDE AREA MOWER	40,000
REED BASEBALL MISC FF&E	674
JOE BARNES TRAIL	8,032
PARK BRIDGE REPL PH 1	25,000
MULTI-ATHLETIC CTR PH 2	1,383,045
REED BB COMPLEX ADA/ENTRA	348
OPTIMIST WALKING TR	50,000
REED BASEBALL LANDSCAPING	41,378
TOWN CTR PARK - P3	4,026
SPIRIT PLAYGROUND (1ST YR FUNDING)	200,000
2ND FIBER PATH TO PWA	50,000
TOTAL	1,803,014

FUND: CDBG (141)
DEPARTMENT: GRANTS MANAGEMENT
DEPARTMENT HEAD: TERRI CRAFT
NON-FISCAL FUND

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	2024-25
PERSONAL SERVICES	358,003	361,596	353,262	372,906
BENEFITS	119,196	125,090	119,873	130,122
MATERIALS & SUPPLIES	1,845	3,000	3,000	3,000
OTHER SERVICES	5,091	6,122	6,122	5,810
GRANT ACTIVITY	280,349	425,398	372,800	178,481
TOTAL	764,483	921,206	855,057	690,319

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	2024-25
INTERGOVERNMENTAL	525,101	392,168	563,003	385,000
TRANSFER IN	239,382	292,054	292,054	305,319
TOTAL	764,483	684,222	855,057	690,319

BUDGETARY	BUDGET	REVENUES	EXPENSES	FUND	
FUND BALANCE:	FUND BAL.			BALANCE	
6/30/2021	6,029	773,599	773,599	6,029	6/30/2022
6/30/2022	6,029	764,483	764,483	6,029	6/30/2023
6/30/2023	6,029	855,057	855,057	6,029	6/30/2024 - EST
6/30/2024	6,029	690,319	690,319	6,029	6/30/2025 - EST

FINAL BUDGET 2024-2025

CDBG PROGRAMS (3901)	
PERSONAL SERVICES	
10-01 SALARY	86,369
10-07 ALLOWANCES	2,040
10-10 LONGEVITY	3,115
10-95 1X SALARY ADJUSTMENT	178
TOTAL PERSONAL SERVICES	91,702
BENEFITS	
15-01 SOCIAL SECURITY	7,015
15-02 RETIREMENT	12,838
15-04 WORKERS COMP INSURANCE	555
15-13 LIFE	310
15-20 OVERHEAD HEALTH CARE COST	94
TOTAL BENEFITS	20,812
OTHER SERVICES & CHARGES	
30-85 INSURANCE/FIRE-THEFT-LIAB	290
TOTAL OTHER SERVICES & CHARGES	290
TOTAL DIVISION REQUEST	112,804

CDBG PROGRAMS (3902)	
PERSONAL SERVICES	
10-01 SALARY	52,717
10-10 LONGEVITY	1,627
10-95 1X SALARY ADJUSTMENT	178
TOTAL PERSONAL SERVICES	54,522
BENEFITS	
15-01 SOCIAL SECURITY	4,171
15-02 RETIREMENT	7,633
15-03 GROUP HEALTH INSURANCE	6,199
15-04 WORKERS COMP INSURANCE	555
15-13 LIFE	310
15-14 DENTAL	382
15-20 OVERHEAD HEALTH CARE COST	94
TOTAL BENEFITS	19,344
OTHER SERVICES & CHARGES	
30-85 INSURANCE/FIRE-THEFT-LIAB	290
TOTAL OTHER SERVICES & CHARGES	290
TOTAL DIVISION REQUEST	74,156

(CONTINUED)

FUND: CDBG (141)
DEPARTMENT: GRANTS MANAGEMENT
DEPARTMENT HEAD: TERRI CRAFT
NON-FISCAL FUND
PAGE TWO

PERMANENT STAFFING	FY 24-25	FY 23-24
Grants Manager	0.9	0.9
Housing Rehab. Specialist	1	1
Planning Assistant	1	1
Secretary	1	1
TOTAL	3.9	3.9

Added Secretary for FY 21-22 (Temp Funding)

PERSONNEL
POSITIONS
SUMMARY:
2017-18 - 2.9
2018-19 - 2.9
2019-20 - 2.9
2020-21 - 2.9
2021-22 - 3.9
2022-23 - 3.9
2023-24 - 3.9
2024-25 - 3.9

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL	
PICKELBALL LIGHT LIONS PARK	35,000
LIONS PARK PICKLEBALL COURTS	111,854
MIDAMERICA PARK EQUIPMENT	25,000
TOTAL	171,854

CDBG PROGRAMS (3903)	
PERSONAL SERVICES (HOUSING REHAB)	
10-01 SALARY	87,904
10-07 ALLOWANCES	480
10-10 LONGEVITY	4,500
10-12 VACATION BUYBACK	1,014
10-14 SICK LEAVE INCENTIVE	300
10-95 1X SALARY ADJUSTMENT	178
TOTAL PERSONAL SERVICES	94,376
BENEFITS	
15-01 SOCIAL SECURITY	7,220
15-02 RETIREMENT	13,213
15-03 GROUP HEALTH INSURANCE	16,064
15-04 WORKERS COMP INSURANCE	555
15-13 LIFE	310
15-14 DENTAL	1,339
15-20 OVERHEAD HEALTH CARE COST	94
TOTAL BENEFITS	38,794
OTHER SERVICES & CHARGES	
30-85 INSURANCE/FIRE-THEFT-LIAB	290
TOTAL OTHER SERVICES & CHARGES	290
TOTAL DIVISION REQUEST	133,460

GRANT ACTIVITIES (3934)	
MATERIALS & SUPPLIES	
20-63 FLEET FUEL	627
20-64 FLEET PARTS	346
20-65 FLEET LABOR	274
TOTAL MATERIALS & SUPPLIES	1,247
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	4,734
30-13 SENIOR SOCIAL SERVICE	14,000
30-15 BEFORE/AFTER SCHOOL	9,000
30-16 AT RISK YOUTH & FAMILY PR	11,500
30-18 PRIMARY SYSTEM HOME REPAIRS	75,000
30-21 SR MED RIDE PROGRAM	5,000
30-50 TRANSITIONALHOUSING REHAB	35,000
30-59 SUPPORTIVE HOUSING SERV	9,000
TOTAL OTHER SERVICES & CHARGES	177,234
TOTAL DIVISION REQUEST	178,481

(CONTINUED)

FUND: CDBG (141)
 DEPARTMENT: GRANTS MANAGEMENT
 DEPARTMENT HEAD: TERRI CRAFT
 NON-FISCAL FUND
 PAGE THREE

ADMINISTRATIVE STAFF (3999)	
PERSONAL SERVICES (GRANTS MGMT.)	
10-01 SALARY	121,454
10-07 ALLOWANCES	5,022
10-10 LONGEVITY	4,050
10-14 SICK LEAVE INCENTIVE	810
10-17 ADDITIONAL INCENTIVE	810
10-95 1X SALARY ADJUSTMENT	160
TOTAL PERSONAL SERVICES	132,306
BENEFITS	
15-01 SOCIAL SECURITY	10,121
15-02 RETIREMENT	18,523
15-03 GROUP HEALTH INSURANCE	10,898
15-04 WORKERS COMP INSURANCE	555
15-06 TRAVEL & SCHOOL	1,500
15-13 LIFE	279
15-14 DENTAL	687
15-20 OVERHEAD HEALTH CARE COST	643
15-98 RETIREE INSURANCE	7,965
TOTAL BENEFITS	51,171
MATERIALS & SUPPLIES	
20-41 SUPPLIES	3,000
TOTAL MATERIALS & SUPPLIES	3,000
OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	2,500
30-72 MEMBERSHIP/SUBSCRIPTIONS	2,150
30-85 INSURANCE/FIRE-THEFT-LIAB	290
TOTAL OTHER SERVICES & CHARGES	4,940
TOTAL DIVISION REQUEST	191,417
TOTAL DEPARTMENT REQUEST	690,319

FUND: GRANTS/HOUSING ACTIVITIES (142)
DEPARTMENT: GRANTS MANAGEMENT DIVISION
DEPARTMENT HEAD: TERRI CRAFT

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
OTHER SERVICES & CHARGES	41,411	612,500	146,779	122,500
TOTAL	41,411	612,500	146,779	122,500

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
INTEREST	376	270	758	820
MISCELLANEOUS-3710	-	-	13,800	13,800
MISCELLANEOUS-3720	12,719	14,850	15,058	14,850
INTERGOVERNMENTAL-3731	10,000	485,000	82,500	-
TOTAL	23,095	500,120	112,116	29,470

FINAL BUDGET 2024-2025

HOUSING - SPECIAL PROJECTS (3710)

OTHER SERVICES & CHARGES	
30-04 OTHER EXPENSES	15,000
30-07 H REHAB LOAN PROGRAM	70,000
30-23 UPKEEP REAL PROPERTY	10,000
30-93 OTHER EXPENSES - CITY	2,500
TOTAL OTHER SERVICES & CHARGES	97,500
TOTAL DIVISION REQUEST	97,500

HOUSING - TRANSITIONAL HOUSING (3720)

OTHER SERVICES & CHARGES	
30-01 UTILITIES/COMMUNICATION	5,000
30-02 APPLIANCES/EQUIPMENT	3,000
30-03 MOWING	5,000
30-04 OTHER EXPENSES	2,000
30-23 UPKEEP REAL PROPERTY	5,000
TOTAL OTHER SERVICES & CHARGES	20,000
TOTAL DIVISION REQUEST	20,000

HOUSING - HOME - PROGRAM (3730)

OTHER SERVICES & CHARGES	
30-04 OTHER EXPENSES	5,000
TOTAL OTHER SERVICES & CHARGES	5,000
TOTAL DIVISION REQUEST	5,000

TOTAL DEPARTMENT REQUEST 122,500

(CONTINUED)

FUND: GRANTS/HOUSING ACTIVITIES (142)
 DEPARTMENT: GRANTS MANAGEMENT DIVISION
 DEPARTMENT HEAD: TERRI CRAFT
 PAGE TWO

EXPENDITURES DETAIL

HOUSING - SPECIAL PROJECTS (3710)

	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
OTHER SERVICES & CHARGES	9,774	97,500	40,124	97,500
TOTAL	9,774	97,500	40,124	97,500

HOUSING - TRANSITIONAL HOUSING - PROGRAM (3720)

	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
OTHER SERVICES & CHARGES	21,453	20,000	23,945	20,000
TOTAL	21,453	20,000	23,945	20,000

HOUSING - HOME - PROGRAM (3730)

	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
OTHER SERVICES & CHARGES	185	5,000	210	5,000
TOTAL	185	5,000	210	5,000

(CONTINUED)

HOUSING - HOME - GRANT (3731)

	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
OTHER SERVICES & CHARGES	10,000	490,000	82,500	-
TOTAL	10,000	490,000	82,500	-

FUND: GRANTS/HOUSING ACTIVITIES (142)
DEPARTMENT: GRANTS MANAGEMENT DIVISION
DEPARTMENT HEAD: TERRI CRAFT
PAGE THREE

	BUDGET			FUND	
	FUND BAL.	REVENUES	EXPENSES	BALANCE	
<u>HOUSING - SPECIAL PROJECTS (3710)</u>					
06/30/19	159,647	-	7,341	152,306	06/30/20
06/30/20	152,306	7,279	1,491	158,094	06/30/21
06/30/21	158,094	7,900	231	165,763	06/30/22
06/30/22	165,763	-	9,774	155,989	06/30/23
06/30/23	155,989	13,800	40,124	129,666	06/30/24 ESTIMATED
06/30/24	129,666	13,800	97,500	45,966	06/30/25 ESTIMATED
<u>HOUSING - TRANSITIONAL HOUSING - PROGRAM (3720)</u>					
06/30/19	(434)	13,597	10,539	2,624	06/30/20
06/30/20	2,624	15,128	13,224	4,528	06/30/21
06/30/21	4,528	16,739	15,471	5,796	06/30/22
06/30/22	5,796	12,719	21,453	(2,938)	06/30/23
06/30/23	(2,938)	15,058	23,945	(11,825)	06/30/24 ESTIMATED
06/30/24	(11,825)	14,850	20,000	(16,975)	06/30/25 ESTIMATED
<u>HOUSING - HOME - PROGRAM (3730)</u>					
06/30/19	12,504	-	838	11,666	06/30/20
06/30/20	11,666	10,000	445	21,221	06/30/21
06/30/21	21,221	-	417	20,804	06/30/22
06/30/22	20,804	-	185	20,619	06/30/23
06/30/23	20,619	-	210	20,409	06/30/24 ESTIMATED
06/30/24	20,409	-	5,000	15,409	06/30/25 ESTIMATED
<u>HOUSING - HOME - GRANT (3731)</u>					
06/30/19	(5,000)	145,000	165,000	(25,000)	06/30/20
06/30/20	(25,000)	114,995	104,995	(15,000)	06/30/21
06/30/21	(15,000)	55,000	40,000	-	06/30/22
06/30/22	-	10,000	10,000	-	06/30/23
06/30/23	-	82,500	82,500	-	06/30/24 ESTIMATED
06/30/24	-	-	-	-	06/30/25 ESTIMATED
<u>TOTAL FUND BALANCE (INCLUDE INTEREST)</u>					
06/30/22	173,671	1,346	-	175,017	06/30/23
06/30/23	138,250	2,104	-	140,354	06/30/24 ESTIMATED
06/30/24	44,400	2,924	-	47,324	06/30/25 ESTIMATED

FUND: GRANTS (143)
 DEPARTMENTS: VARIOUS
 DEPARTMENT HEAD: TIM LYON

FINAL BUDGET 2024-2025

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	101,870	84,081	88,236	-
BENEFITS	7,652	9,875	9,357	-
MATERIALS & SUPPLIES	9,677	9,958	9,958	-
CAPITAL OUTLAY	5,785	508,936	508,936	-
TRANSFERS OUT	1,292,097	2,557,529	2,548,529	-
TOTAL	1,417,081	3,170,379	3,165,016	-

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

EMPG-ARPA GENERATOR GRANT	8,936
MID AMERICA PARK EXPANSION	500,000
TOTAL	508,936

REVENUES	ACTUAL	AMENDED	ESTIMATED	
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
INTERGOVERNMENTAL	1,412,426	3,173,077	3,159,923	-
TRANSFERS IN	4,655	5,093	5,093	-
TOTAL	1,417,081	3,178,170	3,165,016	-

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
	60,000	5,140,440	5,140,440	60,000	6/30/2021
	60,000	1,417,081	1,417,081	60,000	6/30/2022
	60,000	3,165,016	3,165,016	60,000	6/30/2023
	60,000	-	-	60,000	6/30/2024 - EST
	60,000	-	-	60,000	6/30/2025 - EST

**6/30/15 - 6/30/25 est fund balances include \$60,000 in vacant lots acquired with Neighborhood Stabilization Grant funding and held for investment purposes.*

FUND: CAPITAL IMPROVEMENTS (157)
DEPARTMENT: CAPITAL IMPROVEMENT (57)
DEPARTMENT: TIM LYON

EXPENDITURES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
CAPITAL OUTLAY	915,296	2,405,358	2,405,358	3,424,192
TRANSFERS OUT	-	170	170	-
TOTAL	915,296	2,405,528	2,405,528	3,424,192

REVENUES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
TAXES	298,515	2,664,171	2,854,592	4,058,100
LICENSES & PERMITS	111,265	64,845	122,618	101,332
INTERGOVERNMENTAL	-	-	12,259	-
INTEREST	59,440	31,005	152,068	122,253
MISCELLANEOUS	-	5,110	5,110	-
TRANSFERS IN (340) Cap imp	821,910	746,085	746,085	793,149
TOTAL	1,291,130	3,511,216	3,892,732	5,074,833

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	2,538,212	1,021,773	513,348	3,046,637	6/30/2022
6/30/2022	3,046,637	1,291,130	915,296	3,422,471	6/30/2023
6/30/2023	3,422,471	3,892,732	2,405,528	4,909,675	6/30/2024 - EST
6/30/2024	4,909,675	5,074,833	3,424,192	6,560,316	6/30/2025 - EST

FINAL BUDGET 2024-2025

CAPITAL OUTLAY	
40-06 INFRASTRUCTURE	3,424,192
TOTAL CAPITAL OUTLAY	3,424,192

TOTAL DEPARTMENT REQUEST 3,424,192

CAPITAL OUTLAY FY 24-25

29th St Bridge Engineering	439,000
Air Depot - SE 15th to Reno	185,000
SE 29th - Douglas to Westminster	154,000
SE 15th Hiwassee Drainage	75,000
Stripe Phase 6	35,000
Reno / Glenhaven Signal Improvement	215,000
Sooner Road RR Crossing Repair	75,000
Resurface Shared CL Roads	60,000
Signal Phase 7	35,000
Drainage Infrastructure Repairs	500,000
Maple Drive / MW HS Pipe Replacement	175,000
Neighborhood Walmart Drainage Flume	250,000
Swr Line Ext 29 & Douglas (Original in Fund 194)	276,192
NE 23rd Sdkw Air Depot to SCIP	400,000
Mid Block School Flashers, Post Road	50,000
Air Depot - SE 15th to Reno Utility	500,000
TOTAL	3,424,192

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

MIDWEST BLVD MATCH (MULTI	1,022,231
SE 29TH DOUGLAS ENGINEERI	99,542
SIGNAL PH 5 & STRIP ENGIN	127,829
SPRAY PARK RELOCATION	150,000
RAIL W TRAIL PH 2 & 3	176,411
REPL BRIDGE BEARING NE 36	250,000
SIGNALS PHASE 6 ENGINEERING	120,000
15TH ST CROSSING	13,526
WESTMINSTER/10TH RESURFACE	24,519
SE 29TH EAST OF POST	25,000
SIDEWALK FEES	5,300
29TH ST BRIDGE ENGINEERIN	391,000
TOTAL	2,405,358

FUND: CAPITAL WATER IMPROVEMENTS (172) (Walker Fund)
DEPARTMENT: CAPITAL WATER IMPROVEMENT (49)
DEPARTMENT HEAD: ROBERT STREETS

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2022-23	2023-24	2023-24	2024-25
OTHER SERVICES	953	1,500	1,500	1,500
CAPITAL OUTLAY	109,811	4,723,631	3,733,631	755,000
TOTAL	110,764	4,725,131	3,735,131	756,500

REVENUES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2022-23	2023-24	2023-24	2024-25
LICENSES & PERMITS	5,325	9,025	3,230	6,102
CHARGES FOR SERVICES	455,664	455,197	418,735	763,658
INTEREST	51,289	23,355	108,891	83,725
TRANSFERS IN	990,000	-	-	-
TOTAL	1,502,278	487,577	530,856	853,485

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	1,703,190	454,148	31,208	2,126,130	6/30/2022
6/30/2022	2,126,130	1,502,278	110,764	3,517,644	6/30/2023
6/30/2023	3,517,644	530,856	3,735,131	313,369	6/30/2024 - EST
6/30/2024	313,369	853,485	756,500	410,354	6/30/2025 - EST

FINAL BUDGET 2024-2025

OTHER SERVICES & CHARGES	
30-49 CREDIT CARD FEES	1,500
TOTAL OTHER SERVICES & CHARGES	1,500

CAPITAL OUTLAY	
40-02 EQUIPMENT	205,000
40-05 UTILITY IMPROVEMENTS	450,000
40-08 CONTINGENCIES	100,000
TOTAL CAPITAL OUTLAY	755,000

TOTAL DEPARTMENT REQUEST 756,500

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

HEAVY DUTY TRUCK	60,000
1/2 TON TRUCK	48,000
1 TON CREW CAB PICKUP	35,200
DEWATERING (TRASH) PUMP	1,569
590 SN CASE BACKHOLE	100,000
CEILING IN FILTER BAY	95,000
EXT PAINT - WATER PLNT TWR	120,000
NE 10TH & ROSEWOOD WTR LN	49,245
WATER METERS	28,470
WELL LINE/MIDWEST BLVD	59,103
TRUCK	44,784
ENG FOR TIMBER RIDGE TWR	650,000
NW 23RD WL SPENCER-DOUGLAS	50,000
WATER METER & COMPONENTS	4,460
HORIZONTAL WATER WELL/REH	250,000
IPAD & COMPUTER REPL	2,800
ARPA HORIZ WTR WELL REHAB	1,750,000
ANNUAL WATER MTRS/COMPONENTS	65,000
REED WATERLINE	220,000
CONTINGENCIES (EMERG REPAIRS)	100,000
TOTAL	3,733,631

CAPITAL OUTLAY FY 24-25

Water Well Rehab	150,000
Tractor W/FEL & Boom Mower (4210)	150,000
590 SN Case Backhoe (4230)	55,000
SCADA Improvements	300,000
Contingencies (Emergency Repairs)	100,000
TOTAL	755,000

FUND: SYSTEM IMPROVEMENTS (178)
 DEPARTMENT: DEBT SERVICE (42)
 DEPARTMENT HEAD: TIM LYON

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2022-23	2023-24	2023-24	2024-25
OTHER SERVICES	1,552	2,400	2,400	2,400
CAPITAL OUTLAY	20,101	3,717,687	3,717,687	1,200,000
TOTAL	21,652	3,720,087	3,720,087	1,202,400

REVENUES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2022-23	2023-24	2023-24	2024-25
CHARGES FOR SERVICES	715,458	717,328	659,899	1,497,880
INTEREST	79,708	42,750	192,961	150,555
TOTAL	795,166	760,078	852,860	1,648,435

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	3,428,570	703,801	302,484	3,829,887	6/30/2022
6/30/2022	3,829,887	795,166	21,652	4,603,401	6/30/2023
6/30/2023	4,603,401	852,860	3,720,087	1,736,174	6/30/2024 - EST
6/30/2024	1,736,174	1,648,435	1,202,400	2,182,209	6/30/2025 - EST

FOR BUDGET BOOK ONLY, FUND NAME CHANGED FROM CONSTRUCTION LOAN PAYMENT TO SYSTEM IMPROVEMENTS.

FINAL BUDGET 2024-2025

OTHER SERVICES & CHARGES	
30-49 CREDIT CARD FEES	2,400
TOTAL OTHER SERVICES & CHARGES	2,400

CAPITAL OUTLAY	
40-05 UTILITY IMPROVEMENTS	1,200,000
TOTAL CAPITAL OUTLAY	1,200,000

TOTAL DEPARTMENT REQUEST 1,202,400

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

EASTSIDE BOOSTER PH1	726,132
ROOFS AT WATER PLANT	450,000
REHAB 2 WELLS	70,000
EASTSIDE DIST IMP PH4	169,639
WRDA 25% MATER WATER IMPR	1,666,667
RENO WATER LINE	11,413
WRDA BOOSTER ENGINEERING	200,000
BOOSTER STATION RENOV-P2	3,990
24" VALVES REPL (MIDWEST	140,000
FELIX PL BOOSTER VALVE	30,000
WELL LINE/MIDWEST BLVD	149,846
HORIZONTAL WATER WELL/REH	100,000
TOTAL	3,717,687

CAPITAL OUTLAY FY 24-25

Reno Water Line Air Depot to Midwest Blvd	200,000
Midwest Blvd Water Line RR NE 16th to NE 23rd	100,000
Water Line Replacement City Wide	500,000
Roofs at Water Plant	400,000
TOTAL	1,200,000

FUND: SEWER BACKUP (184)
DEPARTMENT: SEWER BACKUP CLAIMS (43)
DEPARTMENT HEAD: TIM LYON

EXPENDITURES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
OTHER SERVICES	1,595	15,000	8,053	68,285
TOTAL	1,595	15,000	8,053	68,285

REVENUES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
CHARGES FOR SERVICES	1	-	11,000	66,000
INTEREST	1,423	780	3,014	2,285
TOTAL	1,424	780	14,014	68,285

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	80,124	208	1,890	78,442	6/30/2022
6/30/2022	78,442	1,424	1,595	78,271	6/30/2023
6/30/2023	78,271	14,014	8,053	84,232	6/30/2024 - EST
6/30/2024	84,232	68,285	68,285	84,232	6/30/2025 - EST

FINAL BUDGET 2024-2025

OTHER SERVICES & CHARGES	
30-02 CLAIMS	68,285
TOTAL OTHER SERVICES & CHARGES	68,285
TOTAL DEPARTMENT REQUEST	68,285

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: PAUL STREETS

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2022-23	2023-24	2023-24	2024-25
MATERIALS & SUPPLIES	-	515,176	515,176	-
OTHER SERVICES	-	169,000	169,000	-
CAPITAL OUTLAY	86,778	696,392	696,392	-
TRANSFERS OUT (250)	-	5,878,888	5,878,888	-
TOTAL	86,778	7,259,456	7,259,456	-

REVENUES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2022-23	2023-24	2023-24	2024-25
CHARGES FOR SERVICES	1,440,190	1,425,464	1,418,767	1,426,100
INTEREST	135,591	71,590	204,417	76,625
MISCELLANEOUS	-	-	2	-
TRANSFER IN (250)	228,825	119,964	119,964	-
TOTAL	1,804,606	1,617,018	1,743,150	1,502,725

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	5,345,887	1,427,164	439,511	6,333,540	6/30/2022
6/30/2022	6,333,540	1,804,606	86,778	8,051,367	6/30/2023
6/30/2023	8,051,367	1,743,150	7,259,456	2,535,061	6/30/2024 - EST
6/30/2024	2,535,061	1,502,725	-	4,037,786	6/30/2025 - EST

Sewer Fee (1,418) Reserve
4,036,368

The sewer plant note was paid off March 1, 2024

FINAL BUDGET 2024-2025

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	91,696
Fiscal Year 17-18	198,422
Fiscal Year 18-19	349,571
Fiscal Year 19-20	387,221
Fiscal Year 20-21	1,036,722
Fiscal Year 21-22	1,344,712
Fiscal Year 22-23	1,440,190
Fiscal Year 23-24 Estimated	(5,878,888)
TOTAL	1,418

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL	
FIBER INSTALLATION	11,491
SCADA HARDWARE-FOR PLANT	9,603
WAVETEX MEDIA	159,731
DAVIT CRANE	15,567
23RD SEWER LINE SERVICE	500,000
TOTAL	696,392

FUND: UTILITY SERVICES (187)
DEPARTMENT: CITY CLERK (50) UTILITY SERVICES
DEPARTMENT HEAD: SARA HANCOCK

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	550,365	582,247	570,072	615,561
BENEFITS	205,105	230,295	214,634	234,590
MATERIALS & SUPPLIES	10,354	19,118	15,433	18,658
OTHER SERVICES	264,958	283,456	281,577	285,800
CAPITAL OUTLAY	2,359	38,708	38,708	10,000
TOTAL	1,033,141	1,153,824	1,120,424	1,164,609

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
CHARGES FOR SERVICES	1,296,891	1,134,802	1,322,157	1,267,172
INTEREST	12,045	6,215	35,708	28,940
MISCELLANEOUS	93	-	-	-
TOTAL	1,309,028	1,141,017	1,357,865	1,296,112

BUDGETARY	BUDGET			FUND	
FUND BALANCE:	FUND BAL.	REVENUES	EXPENSES	BALANCE	
6/30/2021	465,084	1,174,349	1,070,271	569,162	6/30/2022
6/30/2022	569,162	1,309,028	1,033,141	845,050	6/30/2023
6/30/2023	845,050	1,357,865	1,120,424	1,082,491	6/30/2024 - EST
6/30/2024	1,082,491	1,296,112	1,164,609	1,213,994	6/30/2025 - EST

Excludes Transfers Out & Capital Outlay (57,730) 5% Reserve
1,156,264

FINAL BUDGET 2024-2025

PERSONAL SERVICES	
10-01 SALARIES	572,431
10-03 OVERTIME	200
10-07 ALLOWANCES	2,790
10-10 LONGEVITY	18,300
10-11 SL BUYBACK	5,237
10-12 VL BUYBACK	970
10-13 PDO BUYBACK	2,444
10-14 SICK LEAVE INCENTIVE	5,200
10-17 ADDITIONAL INCENTIVE	6,301
10-95 1X SALARY ADJUSTMENT	1,688
TOTAL PERSONAL SERVICES	615,561

BENEFITS	
15-01 SOCIAL SECURITY	47,090
15-02 EMPLOYEES' RETIREMENT	86,179
15-03 GROUP INSURANCE	72,728
15-04 WORKER'S COMP INSURANCE	4,389
15-06 TRAVEL & SCHOOL	4,000
15-13 LIFE	2,947
15-14 DENTAL	5,575
15-20 OVERHEAD HEALTH CARE COST	1,184
15-98 RETIREE INSURANCE	10,498
TOTAL BENEFITS	234,590

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	300
20-35 SMALL TOOLS & EQUIPMENT	4,920
20-41 SUPPLIES	10,000
20-63 FLEET FUEL	1,831
20-64 FLEET PARTS	710
20-65 FLEET LABOR	897
TOTAL MATERIALS & SUPPLIES	18,658

(CONTINUED)

FUND: UTILITY SERVICES (187)
DEPARTMENT: CITY CLERK (50) UTILITY SERVICES
DEPARTMENT HEAD: SARA HANCOCK
PAGE TWO

PERMANENT STAFFING	FY 24-25	FY 23-24
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
Staff Accountant	0.25	0.25
Code Officer	0.25	0.25
TOTAL	9.5	9.5

PERSONNEL
POSITIONS
SUMMARY:
2017-18 - 12.25
2018-19 - 12.25
2019-20 - 13.05
2020-21 - 11.05
2021-22 - 10.05
2022-23 - 9.5
2023-24 - 9.5
2024-25 - 9.5

Code Officer funded 25% in 187 Util Services & 75% 010-1510 in FY 22-23
Meter Reader Coordinator moved to Fund 191 in FY 21-22
Meter Readers moved to Fund 191 in FY 20-21
Code Officer funded 80% in 187 Util Services & 20% 010-1510 in FY 18-19
Accountant changed to Staff Accountant .25 FY 17-18

CONTRACTUAL (30-40) FY 24-25

Billing - Outsource	174,000
Shred Bin	253
Lockbox Fees	11,700
Verizon	500
Ads - Employment Testing	1,000
TOTAL	187,453

OTHER SERVICES & CHARGES

30-40 CONTRACTUAL	187,453
30-43 HARDWARE/SOFTWARE MAINTENANCE	90,650
30-49 CREDIT CARD FEES	3,500
30-72 MEMBERSHIPS/SUBSCRIPTIONS	500
30-85 INSURANCE/FIRE,THEFT,LIAB	3,697
TOTAL OTHER SERVICES & CHARGES	285,800

CAPITAL OUTLAY

40-14 REMODEL	10,000
TOTAL CAPITAL OUTLAY	10,000

TOTAL DEPARTMENT REQUEST

1,164,609

CAPITAL OUTLAY FY 24-25

Flooring	10,000
TOTAL	10,000

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

(8) COMPUTERS & WIDE MONITORS	6,308
HP LASERJET ENTERPRISE	1,300
TS 240-75 w/INKJET DIGITAL CHECK SCANNER	1,200
HP LASER JET PRO M404N	400
CANNON 0651c002 DESKTOP SCANNER	600
UTIL BLLG REMODEL DESIGN	25,000
8 CHAIRS	2,400
WIRELESS HEADSET SYSTEM	500
HP LASERJET PRO	1,000
TOTAL	38,708

FUND: CAPITAL SEWER (188) (STROTHMANN FUND)
DEPARTMENT: SEWER IMPROVEMENTS
DEPARTMENT HEAD: ROBERT STREETS

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	2024-25
OTHER SERVICES	127,375	633,618	633,618	101,500
CAPITAL OUTLAY	402,497	452,928	452,928	965,978
TOTAL	529,872	1,086,546	1,086,546	1,067,478

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	2024-25
LICENSES & PERMITS	4,275	5,767	4,050	5,425
CHARGES FOR SERVICES	784,927	776,066	759,843	770,526
INTEREST	31,223	17,100	79,124	63,070
TOTAL	820,425	798,933	843,017	839,021

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
	746,434	779,490	33,069	1,492,855	6/30/2022
	1,492,855	820,425	529,872	1,783,408	6/30/2023
	1,783,408	843,017	1,086,546	1,539,879	6/30/2024 - EST
	1,539,879	839,021	1,067,478	1,311,422	6/30/2025 - EST

Note: Increase in Charges for Services 9/1/2020.

FINAL BUDGET 2024-2025

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	100,000
30-49 CREDIT CARD FEES	1,500
TOTAL OTHER SERVICES & CHARGES	101,500

CAPITAL OUTLAY	
40-02 EQUIPMENT	65,978
40-05 UTILITY PROPERTY	900,000
TOTAL CAPITAL OUTLAY	965,978

TOTAL DEPARTMENT REQUEST **1,067,478**

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

MISC SEWER REPLACE/REHAB/MANHOLE	51,442
1/2 TON PICKUP	1,486
SOONER ROSE SEWER UPGRADE	350,000
CARBURETOR ALLEY SEWER LINE	50,000
TOTAL	452,928

CONTRACTUAL FY 24-25

Sewer Main Replace (Pipe Burst/Trench Cut)	100,000
TOTAL	100,000

CAPITAL OUTLAY FY 24-25

Phase 1 Hiwassee/Edgewood Lift Station (Split w/ 192)	900,000
CCTV Inspection Unit	15,978
Mini Excavator and Trailer (Split w/ 191)	50,000
TOTAL	965,978

FUND: UTILITIES CAPITAL OUTLAY (189)
DEPARTMENT: CAPITAL OUTLAY
DEPARTMENT HEAD: TIM LYON

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	
	2022-23	BUDGET	ACTUAL	BUDGET
		2023-24	2023-24	2024-25
DEBT SERVICE	167,958	397,768	397,767	-
TOTAL	167,958	397,768	397,767	-

REVENUES	ACTUAL	AMENDED	ESTIMATED	
	2022-23	BUDGET	ACTUAL	BUDGET
		2023-24	2023-24	2024-25
INTEREST	278,555	251,892	339,530	309,539
TRANSFER IN (191)	167,958	397,768	397,768	-
TOTAL	446,513	649,660	737,298	309,539

FY 18-19 - Municipal Authority began receiving interest on Sooner Town Center loan.

BUDGETARY	BUDGET			FUND	
FUND BALANCE:	FUND BAL.	REVENUES	EXPENSES	BALANCE	
6/30/2021	2,128,424	410,261	167,958	2,370,727	6/30/2022
6/30/2022	2,370,727	446,513	167,958	2,649,282	6/30/2023
6/30/2023	2,649,282	737,298	397,767	2,988,812	6/30/2024 - EST
6/30/2024	2,988,812	309,539	-	3,298,351	6/30/2025 - EST

NOTE: AMRS loan paid off in April 2024.

(CONTINUED)

FUND: UTILITIES CAPITAL OUTLAY (189)
DEPARTMENT: CAPITAL OUTLAY
DEPARTMENT HEAD: TIM LYON
PAGE TWO

FUND BALANCE ACTUAL AT 6-30-23				
DIVISION/DEPT	6/30/22 FUND BALANCE	6/30/22 FUND REVENUES & TRANSFERS	EST. ACTUAL 6/30/23 FUND EXPENSES	6/30/23 FUND BALANCE
GENERAL GOVT - CNG	302	-	-	302
INTEREST	187,583	48,553	-	236,136
SANITATION - TRANS STATION	783,504	-	-	783,504
UTILITY SERVICES - AMRS	342,848	167,958	167,958	342,848
GENERAL GOVT - STC LOAN INT	1,056,491	230,001	-	1,286,492
	<u>2,370,728</u>	<u>446,512</u>	<u>167,958</u>	<u>2,649,282</u>

FUND BALANCE ESTIMATED ACTUAL AT 6-30-24				
DIVISION/DEPT	6/30/23 FUND BALANCE	6/30/23 FUND REVENUES & TRANSFERS	EST. ACTUAL 6/30/24 FUND EXPENSES	6/30/24 FUND BALANCE
GENERAL GOVT - CNG	302	-	-	302
INTEREST	236,136	113,643	-	349,779
SANITATION - TRANS STATION	783,504	-	-	783,504
UTILITY SERVICES - AMRS	342,848	397,768	397,767	342,849
GENERAL GOVT - STC LOAN INT	1,286,492	225,887	-	1,512,379
	<u>2,649,282</u>	<u>737,298</u>	<u>397,767</u>	<u>2,988,813</u>

FUND BALANCE ESTIMATED ACTUAL AT 6-30-25				
DIVISION/DEPT	6/30/24 FUND BALANCE	6/30/24 FUND REVENUES & TRANSFERS	EST. ACTUAL 6/30/25 FUND EXPENSES	6/30/25 FUND BALANCE
GENERAL GOVT - CNG	302	-	-	302
INTEREST	349,779	309,539	-	659,318
SANITATION - TRANS STATION	783,504	-	-	783,504
UTILITY SERVICES - AMRS	342,849	-	-	342,849
GENERAL GOVT - STC LOAN INT	1,512,379	-	-	1,512,379
	<u>2,988,813</u>	<u>309,539</u>	<u>-</u>	<u>3,298,352</u>

FUND: ENTERPRISE - SANITATION (190)
DEPARTMENT: SANITATION (41)
DEPARTMENT HEAD: PAUL STREETS

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	1,045,346	1,144,785	1,092,690	1,222,857
BENEFITS	449,330	566,312	505,870	571,657
MATERIALS & SUPPLIES	1,122,081	1,541,047	1,389,350	1,631,518
OTHER SERVICES	3,034,608	2,998,088	2,985,758	3,154,540
CAPITAL OUTLAY	1,784,019	2,836,398	2,836,398	531,600
TRANSFERS OUT	763,936	763,936	763,936	763,936
TOTAL	8,199,319	9,850,566	9,574,003	7,876,108

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
INTERGOVERNMENTAL	200,000	-	-	-
CHARGES FOR SERVICES	8,245,429	8,430,845	8,705,560	9,119,452
INTEREST	99,179	51,810	229,823	182,440
MISCELLANEOUS	47,932	9,390	42,480	34,976
TRANSFERS IN	-	59,531	59,531	-
TOTAL	8,592,541	8,551,576	9,037,394	9,336,868

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	4,703,029	7,901,433	6,906,968	5,697,494	6/30/2022
6/30/2022	5,697,494	8,592,541	8,199,319	6,090,716	6/30/2023
6/30/2023	6,090,716	9,037,394	9,574,003	5,554,108	6/30/2024 - EST
6/30/2024	5,554,108	9,336,868	7,876,108	7,014,868	6/30/2025 - EST

Excludes Capital Outlay & Transfers Out (329,029) 5% Reserve
6,685,839

FINAL BUDGET 2024-2025

PERSONAL SERVICES	
10-01 SALARIES	1,058,806
10-02 WAGES	23,774
10-03 OVERTIME	73,000
10-07 ALLOWANCES	4,680
10-10 LONGEVITY	38,031
10-11 SL BUYBACK	3,052
10-12 VL BUYBACK	900
10-13 PDO BUYBACK	5,315
10-14 SICK LEAVE INCENTIVE	4,900
10-17 ADDITIONAL INCENTIVE	7,201
10-95 1X SALARY ADJUSTMENT	3,198
TOTAL PERSONAL SERVICES	1,222,857

BENEFITS	
15-01 SOCIAL SECURITY	93,549
15-02 EMPLOYEES' RETIREMENT	167,872
15-03 GROUP INSURANCE	190,229
15-04 WORKERS COMP INSURANCE	56,413
15-06 TRAVEL & SCHOOL	13,100
15-07 UNIFORMS	9,705
15-13 LIFE	5,584
15-14 DENTAL	14,943
15-20 OVERHEAD HEALTH CARE COST	1,692
15-98 RETIREE INSURANCE	18,571
TOTAL BENEFITS	571,657

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	57,552
20-35 SMALL TOOLS & EQUIP	4,500
20-41 SUPPLIES	54,720
20-49 CHEMICALS	6,000
20-54 VEHICLE ACCIDENT INSURANCE	2,500
20-63 FLEET FUEL	258,360
20-64 FLEET PARTS	828,315
20-65 FLEET LABOR	419,571
TOTAL MATERIALS & SUPPLIES	1,631,518

(CONTINUED)

FUND: ENTERPRISE - SANITATION (190)
DEPARTMENT: SANITATION (41)
DEPARTMENT HEAD: PAUL STREETS
PAGE TWO

PERMANENT STAFFING	FY 24-25	FY 23-24
Sanitation/Solid Waste Mgr	1	1
Residential Route Coord.	1	1
Commercial Route Coord.	1	1
Route Serviceperson	6	6
Equipment Operator II	9	9
TOTAL	18	18
PART TIME	FY 24-25	FY 23-24
Interns	2	2

2021-2022: Comm Route Coord replaced
2020-2021: Comm Route Coord position removed
2020-2021: Sanitation/Solid Waste Mgr .5 moved from Fund 061
2017-2018: Add Sanitation & Stormwater Mgr 50%

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

FRONT LOAD CNG COLLECTION	475,000
REAR LOADER TRUCK	203,446
GRAPPLE BULK WASTE COLLEC	277,765
ASL REFUSE COLL TRUCK	227,780
AUTO SIDE LOADER SW COLL	227,780
GRAPPLE COLLECTION TRUCK	285,765
CONTAINER DELIVERY TRUCK	190,000
HEATED POWER WASHER	15,000
TRANS STATION WALKING TRAIL	95,000
CONCRETE PAD BARN EXTENSION	7,600
(2000) 95 GAL POLY-CARTS	135,000
REPAIR/REBUILD 1/3 DUMPST	8,489
DUMPSTER REBUILD	73,679
CNG STATION	119,839
95 GALLON POLY-CARTS	85,808
VULCAN TRUCK SCALES	229,527
REPL/REBUILD DUMPSTERS	131,737
3 WIDE SINGLE TIER LOCKER	4,799
OFFICE COMPUTER REPL	1,200
10 IPADS/DIGITAL TRASH ROUTES	4,100
FLOORING/CABINETS STORAGE	10,000
AVL SOFTWARE	27,084
TOTAL	2,836,398

PERSONNEL
POSITIONS
SUMMARY:
2017-18 - 16.5
2018-19 - 16.5
2019-20 - 17.5
2020-21 - 17
2021-22 - 18
2022-23 - 18
2023-24 - 18
2024-25 - 18

OTHER SERVICES & CHARGES	
30-01 UTILITIES & COMMUNICATIONS	8,000
30-21 SURPLUS PROPERTY	9,614
30-22 PWA REMIBURSEMENT	187,137
30-23 UPKEEP REAL PROPERTY	8,000
30-40 CONTRACTUAL	2,501,962
30-41 CONTRACT LABOR	295,000
30-43 HARDWARE/SOFTWARE MAINTENANCE	19,442
30-49 CREDIT CARD FEES	48,000
30-72 MEMBERSHIPS & SUBSCRIPTIONS	1,150
30-85 INSURANCE/FIRE, THEFT, LIAB	71,037
30-86 AUDIT	5,198
TOTAL OTHER SERVICES & CHARGES	3,154,540
CAPITAL OUTLAY	
40-02 EQUIPMENT	319,000
40-14 REMODEL	12,600
40-50 SOFTWARE	200,000
TOTAL CAPITAL OUTLAY	531,600
TRANSFER TO OTHER FUNDS	
80-33 GENERAL FUND (010)	763,936
TOTAL TRANSFER TO OTHER FUNDS	763,936

TOTAL DEPARTMENT REQUEST 7,876,108

CAPITAL OUTLAY FY 24-25

95 Gal Poly Carts	94,000
18ft Utility Trailer	5,000
40ft Walking Floor Trailer	140,000
Repair and Rebuild Dumpsters	80,000
Concrete Pad Barn Extension	7,600
Office Remodel	5,000
Automated Vehicle Location System Software	200,000
TOTAL	531,600

CONTRACTUAL (30-40) FY 24-25

Dataprose, LLC (Documents Inserts In Bills)	11,000
Ameriworks	200
GPS Insight, LLC (AVL Communication Fees)	1,236
Republic Services (Compactors & Roll-offs)	298,851
Republic services (Recycling)	1,179,405
Unifirst (mats & rags)	2,664
Everbridge, Inc.	12,757
Waste Management (East Oak Landfill Tipping Fees)	995,849
TOTAL	2,501,962

FUND: ENTERPRISE - WATER (191)
DEPARTMENT: UTILITIES - WATER (42)
DEPARTMENT HEAD: PAUL STREETS

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	1,985,433	2,231,080	2,131,660	2,333,206
BENEFITS	763,320	927,806	841,167	967,871
MATERIALS & SUPPLIES	1,245,587	1,638,561	1,568,701	1,555,632
OTHER SERVICES	1,975,694	2,293,688	2,370,170	2,214,804
CAPITAL OUTLAY	168,407	1,816,217	1,816,217	1,767,625
DEBT SERVICE	-	178,663	178,664	178,664
TRANSFER OUT	945,992	1,196,227	1,196,227	798,459
TOTAL	7,084,434	10,282,242	10,102,806	9,816,261

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
CHARGES FOR SERVICES	7,510,042	7,405,517	7,510,956	10,695,289
INTEREST	80,882	45,825	187,305	144,830
MISCELLANEOUS	29,107	-	200	-
TRANSFERS IN	28,449	1,359,329	1,359,329	45,030
TOTAL	7,648,479	8,810,671	9,057,790	10,885,149

BUDGETARY	BUDGET	REVENUES	EXPENSES	FUND
FUND BALANCE:	FUND BAL.			BALANCE
6/30/2021	3,857,783	6,906,866	6,577,972	4,186,677
6/30/2022	4,186,677	7,648,479	7,084,434	4,750,723
6/30/2023	4,750,723	9,057,790	10,102,806	3,705,707
6/30/2024	3,705,707	10,885,149	9,816,261	4,774,595
				<u>(353,576) 5% Reserve</u>
				<u>4,421,019</u>

Excludes Capital Outlay & Transfers Out

FINAL BUDGET 2024-2025

PERSONAL SERVICES (4210 - WATER)	
10-01 SALARIES	1,203,068
10-03 OVERTIME	15,000
10-07 ALLOWANCES	3,843
10-10 LONGEVITY	50,729
10-11 SL BUYBACK	17,774
10-12 VL BUYBACK	4,932
10-13 PDO BUYBACK	7,608
10-14 SICK LEAVE INCENTIVE	13,950
10-17 ADDITIONAL INCENTIVE	5,701
10-27 SHIFT DIFFERENTIAL	7,900
10-95 1X SALARY ADJUSTMENT	3,227
TOTAL PERSONAL SERVICES - WATER	1,333,732

PERSONAL SERVICES (4230 - LINE MAINTENANCE CREW)	
10-01 SALARIES	935,117
10-03 OVERTIME	15,000
10-07 ALLOWANCES	3,852
10-10 LONGEVITY	20,841
10-11 SL BUYBACK	3,281
10-12 VL BUYBACK	671
10-13 PDO BUYBACK	1,440
10-14 SICK LEAVE INCENTIVE	4,850
10-17 ADDITIONAL INCENTIVE	6,201
10-19 ON CALL	5,200
10-95 1X SALARY ADJUSTMENT	3,021
TOTAL PERSONAL SERVICES - LINE MAINTENANCE CREW	999,474

TOTAL PERSONAL SERVICES 2,333,206

BENEFITS (4210 - WATER)	
15-01 SOCIAL SECURITY	102,030
15-02 EMPLOYEE'S RETIREMENT	186,722
15-03 GROUP INSURANCE	199,299
15-04 WORKERS COMP INSURANCE	11,213
15-06 TRAVEL & SCHOOL	9,365
15-07 UNIFORMS	9,000
15-13 LIFE	5,633
15-14 DENTAL	14,452
15-20 OVERHEAD HEALTH CARE COST	1,707
15-98 RETIREE INSURANCE	18,571
TOTAL BENEFITS - WATER	557,993

(CONTINUED)

FUND: ENTERPRISE - WATER (191)
DEPARTMENT: UTILITIES - WATER (42)
DEPARTMENT HEAD: PAUL STREETS
PAGE TWO

PERMANENT STAFFING	FY 24-25	FY 23-24
Inv. Con. Technician	0.5	0.5
Supply Supervisor	0.5	0.5
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	0.0	6.5
Meter Reader Coordinator	1	1
Meter Reader	2	2
Line Maintenance Supervisor	0.5	0.5
GIS Coordinator	0.16	0.16
Project Foreman	1	1
Certified Equip Operator	3.5	0
Field Service Tech	3	0
Line Locator	0.4	0
TOTAL	35.56	35.16

FY 24-25 Added 0.4 Line Locator
FY 21-22 Meter Reader Coordinator moved from Fund 187
FY 20-21 (2) Meter Readers moved from Fund 187

PERSONNEL
POSITIONS
SUMMARY:
2017-18 - 32.16
2018-19 - 32.16
2019-20 - 32.16
2020-21 - 34.16
2021-22 - 35.16
2022-23 - 35.16
2023-24 - 35.16
2024-25 - 35.56

BENEFITS (4230 - LINE MAINTENANCE CREW)	
15-01 SOCIAL SECURITY	76,460
15-02 EMPLOYEE'S RETIREMENT	139,926
15-03 GROUP INSURANCE	121,250
15-04 WORKERS COMP INSURANCE	31,505
15-06 TRAVEL & SCHOOL	7,500
15-07 UNIFORMS	10,500
15-13 LIFE	5,397
15-14 DENTAL	12,204
15-20 OVERHEAD HEALTH CARE COST	1,636
15-98 RETIREE INSURANCE	3,500
TOTAL BENEFITS - LINE MAINTENANCE CREW	409,878
TOTAL BENEFITS	967,871

MATERIALS & SUPPLIES (4210 - WATER)	
20-34 MAINTENANCE OF EQUIPMENT	60,000
20-35 SMALL TOOLS & EQUIPMENT	55,400
20-41 SUPPLIES	30,000
20-45 FUEL & LUBRICANTS	1,600
20-49 CHEMICALS	1,031,500
20-63 FLEET FUEL	54,802
20-64 FLEET PARTS	67,527
20-65 FLEET LABOR	67,503
TOTAL MATERIALS & SUPPLIES - WATER	1,368,332

MATERIALS & SUPPLIES (4230 - LINE MAINTENANCE CREW)	
20-34 MAINTENANCE OF EQUIPMENT	4,200
20-35 SMALL TOOLS & EQUIPMENT	53,100
20-41 SUPPLIES	130,000
TOTAL MATERIALS & SUPPLIES - LINE MAINTENANCE CREW	187,300
TOTAL MATERIALS & SUPPLIES	1,555,632

(CONTINUED)

FUND: ENTERPRISE - WATER (191)
DEPARTMENT: UTILITIES - WATER (42)
DEPARTMENT HEAD: PAUL STREETS
PAGE THREE

CAPITAL OUTLAY FY 24-25 (4210 - WATER)

Repl 15 Ton Air Unit/Heat	103,200
6 High Svc Pump Refurb/Replace	29,625
100 KW Generator (Multi Yr Funding)	15,600
500 KW Generator (Multi Yr Funding)	41,000
2 Automatic Flushing Stations	15,000
TOTAL	204,425

CAPITAL OUTLAY FY 24-25 (4230 - LINE MAINTENANCE CREW)

Pickup	50,000
Meter Tech Pickup	40,000
Mini Excavator and Trailer (Multi Yr & Dept Funding)	50,000
Electronic Utility Locator	8,200
Water Meters & Components	85,000
AMI Recapitalization (Multi Yr Funding)	1,300,000
Outdoor Cabinets AC Replacement	30,000
TOTAL	1,563,200

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

BUCKET TRUCK MULT DEPT FU	50,000
CYBER SERCURITY MONTORING	24,000
30" DUCKBILL CHECK VALVE	18,000
12" DUCKBILL CHECK VALVE	4,500
SUBMERSIBLE PUMP,MOTOR,CA	25,000
27 CU FT LABORATORY FRIDGE	7,500
(4) TURBIDITY METERS 4210	13,000
REPL 15 TON AIR UNIT/HEAT	86,800
TRACTOR W/FEL & BOOM MOWE	111,700
6 HIGH SVC PUMP REFURB/RE	45,000
CATERPILLAR GENERATOR	50,000
54" ZERO TURN MOWER	13,000
60 HP SUBMERSIBLE PUMP	25,000
TRACTOR W/LOADER & BUCKET	44,000
NORTHSIDE WATER IMPROV	1,000,000
125 HP VARIABLE FREQ DRIV	14,000
4X4 METER TECH VEHICLE	47,000
HEAVY DUTY TRUCK	68,000
4X4 CREW CAB LIGHTS & TOW	53,000
FORESTRY CUTTER FOR E88	13,000
EQUIP HAULER & TRAILER	15,000
150 ALLY WATER MTRS/COMPONENTS	437
IPAD REPLACEMENTS	280
WATER METERS & HARDWARE	85,000
IPAD & PRINTER REPLACE	3,000
Total	1,816,217

OTHER SERVICES & CHARGES (4210 - WATER)

30-01 UTILITIES & COMMUNICATIONS	200,000
30-21 SURPLUS PROPERTY	1,307
30-22 PWA REIMBURSEMENT	363,878
30-23 UPKEEP REAL PROPERTY	6,000
30-40 CONTRACTUAL	1,357,658
30-43 HARDWARE/SOFTWARE MAINT	20,201
30-49 CREDIT CARD FEES	20,000
30-72 MEMBERSHIPS & SUBSCRIPTIONS	2,700
30-85 INSURANCE	73,877
30-86 AUDIT	4,880
TOTAL OTHER SERVICES & CHARGES - WATER	2,050,501

OTHER SERVICES & CHARGES (4230 - LINE MAINTENANCE CREW)

30-23 UPKEEP REAL PROPERTY	3,500
30-40 CONTRACTUAL	64,000
30-41 CONTRACT LABOR	43,000
30-43 HARDWARE/SOFTWARE MAINT	9,985
30-72 MEMBERSHIPS & SUBSCRIPTIONS	3,500
30-85 INSURANCE/FIRE,THEFT,LIAB	35,438
30-86 AUDIT	4,880
TOTAL OTHER SERVICES & CHARGES - LINE MAINTENANCE CREW	164,303

TOTAL OTHER SERVICES & CHARGES

2,214,804

CAPITAL OUTLAY (4210 - WATER)

40-02 EQUIPMENT	204,425
TOTAL CAPITAL OUTLAY - WATER	204,425

CAPITAL OUTLAY (4230 - LINE MAINTENANCE CREW)

40-01 VEHICLES	90,000
40-02 EQUIPMENT	58,200
40-05 UTILITY PROPERTY	1,385,000
40-15 IOB	30,000
TOTAL CAPITAL OUTLAY - LINE MAINTENANCE CREW	1,563,200

TOTAL CAPITAL OUTLAY

1,767,625

DEBT SERVICE (4210 - WATER)

71-02 INTEREST ON NOTES	31,132
73-02 PRINCIPAL ON NOTES	137,803
72-02 ADMIN FEE	9,729
TOTAL DEBT SERVICE	178,664

TRANSFER OUT TO OTHER FUNDS

80-13 STREET & ALLEY (013)	50,000
80-33 GENERAL FUND (010)	748,459
TOTAL TRANSFERS OUT TO OTHER FUNDS	798,459

TOTAL DEPARTMENT REQUEST

9,816,261

(CONTINUED)

FUND: ENTERPRISE - WATER (191)
DEPARTMENT: UTILITIES - WATER (42)
DEPARTMENT HEAD: PAUL STREETS
PAGE FOUR

CONTRACTUAL (30-40) FY 24-25 (4210 - WATER)

Accurate Lab -TTHM's	16,000
Accurate Lab - SOC's	60,000
Accurate Lab - Chlorites & Bromates	2,000
Accurate Lab- Lead and Copper	2,800
Accurate Lab- Inhibitory Residue Test	800
Accurate Lab- UCMR 5	16,000
ODEQ - SUVA,Fluoride,Nitrate& TOC, Metals & VOC's	9,500
Iddexx - Bac'ts	6,000
COMCD	991,688
Evoqua - DI Water	2,500
ERA- Proficiency Testing	1,000
Air Gas- Ultra Pure Nitrogen	1,500
Book Bindry - Lab	1,000
J.A. King - Lab Calibrations	2,750
Hach Turbidimeter -Inspection and Calibration	2,900
Lift Equipment Annual Inspection	2,000
Risk Management Plan	4,200
Well Pump Removal and Installation(6)	48,000
ODEQ Annual Fees	10,000
OWRB Annual Ground Water Admin. Fee	125
Unifirst- Mats, Lab Towels and Shop Towels	3,000
Fire Alarm and Extinguisher Annual Inspection	500
Cintas- Cleaning Supplies	2,500
USA Bluebook/ Fisher- Lab Supplies	9,000
Annual Storage Tank Inspection	1,895
Tank Cleaning	160,000
TOTAL	1,357,658

CONTRACTUAL (30-40) FY 24-25 (4230 - LINE MAINTENANCE CREW)

Verizon Data for iPad	4,000
Hepatitis B Vaccination	1,000
Carry Map Builder	1,000
Office Bug Treatments	350
Okie Locate	2,700
Tree Removal	1,200
Equipment Rental	1,500
Fire Monitoring	250
Job Postings	1,500
Stand by Phone	500
Contractor Repairs	50,000
TOTAL	64,000

DEBT REQUIREMENT

	COMCD construction loan	
9/15/2024 Principal		173,239
9/15/2024 Interest		36,640
9/15/2024 Admin fee		11,450
3/15/2025 Principal		175,058
3/15/2025 Interest		34,649
3/15/2025 Admin fee		10,828
		441,864
<i>COMCD loan O/S \$4,132,080 as of 6/30/25</i>		
<i>Debt Service Matures September 15, 2035</i>		

FUND: SEWER (192)
DEPARTMENT: UTILITIES - WASTEWATER (43)
DEPARTMENT HEAD: PAUL STREETS

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	2024-25
PERSONAL SERVICES	2,441,552	2,747,163	2,564,424	2,824,966
BENEFITS	927,653	1,102,769	973,779	1,119,426
MATERIALS & SUPPLIES	767,697	1,262,248	1,057,537	1,190,282
OTHER SERVICES	2,068,396	2,621,894	2,805,158	2,192,721
CAPITAL OUTLAY	158,465	2,168,704	2,168,704	1,571,003
TRANSFERS OUT	772,099	772,099	772,099	772,099
TOTAL	7,135,862	10,674,877	10,341,701	9,670,497

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	2024-25
CHARGES FOR SERVICES	8,331,781	8,563,169	8,539,245	8,634,240
INTEREST	88,480	46,380	219,249	172,670
MISCELLANEOUS	(63)	-	25,042	-
TRANSFERS	-	375,000	375,000	-
TOTAL	8,420,198	8,984,549	9,158,536	8,806,910

BUDGETARY	BUDGET			FUND	
FUND BALANCE:	FUND BAL.	REVENUES	EXPENSES	BALANCE	
6/30/2021	2,796,456	7,937,598	6,445,313	4,288,741	6/30/2022
6/30/2022	4,288,741	8,420,198	7,135,862	5,573,077	6/30/2023
6/30/2023	5,573,077	9,158,536	10,341,701	4,389,912	6/30/2024 - EST
6/30/2024	4,389,912	8,806,910	9,670,497	3,526,326	6/30/2025 - EST
		Excludes Capital Outlay & Transfers Out		(366,370)	5% Reserve
				3,159,956	

FINAL BUDGET 2024-2025

PERSONAL SERVICES (4310 - SEWER)	
10-01 SALARIES	1,734,457
10-03 OVERTIME	25,000
10-07 ALLOWANCES	5,171
10-10 LONGEVITY	65,146
10-11 SL BUYBACK	8,228
10-12 VACATION BUYBACK	4,259
10-13 PDO BUYBACK	3,423
10-14 SL INCENTIVE	13,350
10-17 ADDITIONAL INCENTIVE	10,351
10-19 ON CALL	12,000
10-27 SHIFT DIFFERENTIAL	4,000
10-95 1X SALARY ADJUSTMENT	4,828
TOTAL PERSONAL SERVICES - SEWER	1,890,213

PERSONAL SERVICES (4330 - LINE MAINTENANCE CREW)	
10-01 SALARIES	876,928
10-03 OVERTIME	15,000
10-07 ALLOWANCES	4,332
10-10 LONGEVITY	11,899
10-11 SL BUYBACK	2,991
10-12 VACATION BUYBACK	671
10-13 PDO BUYBACK	1,460
10-14 SL INCENTIVE	5,950
10-17 ADDITIONAL INCENTIVE	7,501
10-19 ON CALL	5,000
10-95 1X SALARY ADJUSTMENT	3,021
TOTAL PERSONAL SERVICES - LINE MAINTENANCE CREW	934,753

TOTAL PERSONAL SERVICES 2,824,966

BENEFITS (4310 - SEWER)	
15-01 SOCIAL SECURITY	144,601
15-02 EMPLOYEES' RETIREMENT	264,630
15-03 GROUP INSURANCE	243,965
15-04 WORKERS COMP INSURANCE	21,044
15-06 TRAVEL & SCHOOL	5,500
15-07 UNIFORMS	15,500
15-13 LIFE	8,428
15-14 DENTAL	20,420
15-20 OVERHEAD HEALTH CARE COST	2,554
15-98 RETIREE INSURANCE	2,455
TOTAL BENEFITS - SEWER	729,097

(CONTINUED)

FUND: SEWER (192)
DEPARTMENT: UTILITIES - WASTEWATER (43)
DEPARTMENT HEAD: PAUL STREETS
PAGE TWO

PERMANENT STAFFING	FY 24-25	FY 23-24
Inventory Control Tech	0.5	0.5
Supply Supervisor	0.5	0.5
Lab Supervisor	1	1
Sludge Supervisor	1	1
Heavy Equip. Operator II	3	3
Lab Technician	1	1
Maint Supervisor II	1	1
Chief Operator	1	1
Operator V	1	1
Operator IV	3	3
Operator	7	7
Maint. Technician	5	5
GIS Coordinator	0.17	0.17
Environmental Chemist	2	2
Line Maint. Supervisor	0.5	0.5
Line Maint. Oper. Foreman	1	1
Line Maint. Crew Leader	4	4
Line Maint CCTV Chief Op	1	1
Line Maint. Cert. Equip Op	8.5	8.5
Line Maint. Pretreat Coord	1	1
Line Maint. Pretreat Tech	1	1
Line Locator	0.4	0
TOTAL	44.57	44.17

PERSONNEL
POSITIONS
SUMMARY:
2017-18 - 44.51
2018-19 - 44.51
2019-20 - 44.17
2020-21 - 39.17
2021-22 - 44.17
2022-23 - 44.17
2023-24 - 44.17
2024-25 - 44.57

FY 24-25 Added 0.4 Line Locator
FY 22-23 Added (1) CCTV Chief Operator
FY 21-22 Added (1) Operator and (4) Cert Equip Op positions not filled in FY 20-21
FY 20-21 (1) Operator and (4) Cert Equip Op positions not filled

BENEFITS (4330 - LINE MAINTENANCE CREW)	
15-01 SOCIAL SECURITY	71,509
15-02 EMPLOYEES' RETIREMENT	130,865
15-03 GROUP INSURANCE	120,941
15-04 WORKERS COMP INSURANCE	30,269
15-06 TRAVEL & SCHOOL	8,500
15-07 UNIFORMS	10,000
15-13 LIFE	5,397
15-14 DENTAL	11,212
15-20 OVERHEAD HEALTH CARE COST	1,636
TOTAL BENEFITS - LINE MAINTENANCE CREW	390,329
TOTAL BENEFITS	1,119,426
MATERIALS & SUPPLIES (4310 - SEWER)	
20-34 MAINTENANCE OF EQUIPMENT	361,000
20-35 SMALL TOOLS & EQUIPMENT	31,000
20-41 SUPPLIES	98,000
20-45 FUEL & LUBRICANTS	10,000
20-49 CHEMICALS	150,000
20-63 FLEET FUEL	99,681
20-64 FLEET PARTS	177,457
20-65 FLEET LABOR	135,844
TOTAL MATERIALS & SUPPLIES - SEWER	1,062,982
MATERIALS & SUPPLIES (4330 - LINE MAINTENANCE CREW)	
20-34 MAINTENANCE OF EQUIPMENT	15,000
20-35 SMALL TOOLS & EQUIPMENT	35,800
20-41 SUPPLIES	55,000
20-45 FUEL & LUBRICANTS	1,500
20-49 CHEMICALS	20,000
TOTAL MATERIALS & SUPPLIES - LINE MAINTENANCE CREW	127,300
TOTAL MATERIALS & SUPPLIES	1,190,282

(CONTINUED)

FUND: SEWER (192)
DEPARTMENT: UTILITIES - WASTEWATER (43)
DEPARTMENT HEAD: PAUL STREETS
PAGE THREE

CAPITAL OUTLAY FY 24-25 (4310 - SEWER)

Pump Replacement	100,000
Variable Frequency Drive Replacement	60,000
AWD Small SUV Vehicle Replacement	35,000
Compost Spreader	35,000
Laboratory Incubator	18,000
Automatic Sampler w/Refrigerator	15,000
Zero Turn Mower	15,000
Golf Cart Replacement	7,200
DO Probe and Controller	8,500
1 Ton Ser Truck	30,000
Front End Loader (Multi Year Funding)	82,000
Scada Software Upgrade	25,000
TOTAL	430,700

CAPITAL OUTLAY FY 24-25 (4330 - LINE MAINTENANCE CREW)

CCTV Unit Lease to own (Year 5 of 5)	21,303
(2) Nozzle Cameras	24,000
Heavy Duty Flusher Truck (Multi Year Funding)	125,000
HD Truck (Year 3 of 3)	25,000
1 Ton Truck (Multi Year Funding)	45,000
Phase 1 Hiwassee/Edgewood Lift Station (Split with 188)	900,000
TOTAL	1,140,303

CONTRACTUAL (30-40) FY 24-25 (4330 - LINE MAINTENANCE CREW)

Verizon data for iPad	4,500
Hepatitis B vaccination	1,500
Compliance sampling	8,000
Chemical root control	100,000
Office bug treatments	1,000
Okie Locate	3,200
Tree removal	2,000
Equipment rental	1,500
Job postings/ Job fair	1,250
Manhole / pipe emergency rehab	100,000
Sewer Right-away Clearing	50,000
Sewer Main Replace	100,000
TOTAL	372,950

OTHER SERVICES & CHARGES (4310 - SEWER)

30-01 UTILITIES & COMMUNICATIONS	776,200
30-21 SURPLUS PROPERTY	3,228
30-22 PWA REIMBURSEMENT	447,050
30-23 UPKEEP REAL PROPERTY	25,000
30-40 CONTRACTUAL	147,400
30-41 CONTRACT LABOR	40,000
30-43 HARDWARE/SOFTWARE MAINTENANCE	24,458
30-49 CREDIT CARD FEES	15,000
30-72 MEMBERSHIPS/SUBSCRIPTIONS	2,500
30-85 INSURANCE/FIRE, THEFT, LIAB	221,837
30-86 AUDIT	3,467
TOTAL OTHER SERVICES & CHARGES - SEWER	1,706,140

OTHER SERVICES & CHARGES (4330 - LINE MAINTENANCE CREW)

30-23 UPKEEP REAL PROPERTY	13,000
30-40 CONTRACTUAL	372,950
30-41 CONTRACT LABOR	43,000
30-43 HARDWARE/SOFTWARE MAINTENANCE	13,484
30-72 MEMBERSHIPS & SUBSCRIPTIONS	3,200
30-85 INSURANCE/FIRE, THEFT, LIAB	37,480
30-86 AUDIT	3,467
TOTAL OTHER SERVICES & CHARGES - LINE MAINTENANCE CREW	486,581

TOTAL OTHER SERVICES & CHARGES

2,192,721

CAPITAL OUTLAY (4310 - SEWER)

40-01 VEHICLES	65,000
40-02 EQUIPMENT	340,700
40-50 SOFTWARE	25,000
TOTAL CAPITAL OUTLAY - SEWER	430,700

CAPITAL OUTLAY (4330 - LINE MAINTENANCE CREW)

40-01 VEHICLES	70,000
40-02 EQUIPMENT	170,303
40-05 UTILITY PROPERTY	900,000
TOTAL CAPITAL OUTLAY - LINE MAINTENANCE CREW	1,140,303

TOTAL CAPITAL OUTLAY

1,571,003

TRANSFERS OUT (4310-SEWER)

80-33 GENERAL FUND REIMBURSEMENT	772,099
TOTAL TRANSFERS OUT	772,099

TOTAL DEPARTMENT REQUEST

9,670,497

(CONTINUED)

FUND: SEWER (192)
DEPARTMENT: UTILITIES - WASTEWATER (43)
DEPARTMENT HEAD: PAUL STREETS
PAGE FOUR

CONTRACTUAL (30-40) FY 24-25 (4310 - SEWER)

Cintas - Cleaning and First Aid Services	4,000
Unifirst	4,000
Engineering Services	50,000
Evoqua - Lab Water Service	6,000
Laboratory Equipment Calibration Services	750
Lift Equipment Annual Inspections	5,000
Scale Annual Inspection	5,000
Boiler Annual Inspection - Dept of Labor	150
Fire System and Extinguishers Annual Inspections	5,000
Outside Laboratory Sample Analyses	7,000
DEQ Permit Fees	17,500
Lift Station Alarm Services	7,500
Parts Washing Service - Safety Clean	1,500
Electrical Repairs/Service	5,000
Boiler Repairs/Service	5,000
HVAC Repairs/Service	5,000
SCADA Repairs/Service	7,500
Pest Control Services	2,500
EMD Millipore - Lab Water Service	4,000
Compost Advertising	5,000
TOTAL	147,400

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

BUCKET TRUCK MULT DEPT FUNDING	50,000
TRUCK W/DUMP BED	142,000
1/2 TON CREW CAB PICKUP	34,363
SUBMERSIBLE SOLIDS PUMP	6,871
1/2 TON PICKUP	35,000
CYBER SERCURITY MONTORING	24,000
3 PUMPS, MOTOR & VALVE	50,581
YSI DO PROBE & CONTROLLER	50
A-A LIFT STATION PUMP REP	235
STANDBY GENERATOR	25,000
ROOF MOUNTED HVAC UNIT	24,650
PRIMARY SLUDGE RECRP PUMP	16,131
MAIN CONTROL BLDG ROOF REPLACEMENT	902,931
YALE GC050LX2 FORKLIFT	45,500
APPLE IPAD	1,000
2 SECURITY CAMERA'S WRRF	7,500
SCADA SYSTEM UPGRADE	44,395
CARGO VAN	29,000
ONE TON TRUCK	30,000
HD TRUCK	125,000
PRETREATMENT VEHICLE	52,307
HEAVY DUTY FLUSHER TRUCK	300,000
H2S DETECTORS (AIR MONITO	650
DEWATERING (TRASH) PUMP	1,498
LABORATORY DISHWASHER	26,000
CCTV INSPECTION UNIT LEAS	42,606
3 COMPUTERS	1,659
IPAD & PRINTER	1,486
IPAD REPLACEMENTS	1,283
IPAD, LAPTOP & COMPUTER MONITOR	3,510
AUTO SAMPLER W/FRIDGE	17,500
LABORATORY OVEN	5,000
WELDER/GENERATOR/TRAILER	15,000
LIFT STATION CONTROLLER	7,498
1 TON SER TRUCK YR 1 OF 2	35,000
HD TRUCK	50,000
NOZZLE CAMERA (4300)	13,500
TOTAL	2,168,704

FUND: MWC UTILITIES AUTH (193)
 DEPARTMENT: UTILITIES - (87)
 DEPARTMENT HEAD: TIM LYON

EXPENDITURES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
OTHER SERVICES	588	523	523	490
CAPITAL OUTLAY	-	928,548	928,548	-
TOTAL	588	929,071	929,071	490

REVENUES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
INTEREST	18,757	10,235	41,099	31,765
ASSET RETIREMENT	-	-	267,076	-
TOTAL	18,757	10,235	308,175	31,765

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	951,917	61,125	818	1,012,224	6/30/2022
6/30/2022	1,012,224	18,757	588	1,030,393	6/30/2023
6/30/2023	1,030,393	308,175	929,071	409,496	6/30/2024 - EST
6/30/2024	409,496	31,765	490	440,771	6/30/2025 - EST

FINAL BUDGET 2024-2025

OTHER SERVICES & CHARGES	
30-86 AUDIT	490
TOTAL OTHER SERVICES & CHARGES	490

TOTAL DEPARTMENT REQUEST **490**

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

SOLDIER CRK INDUST PARK	583,865
SITE IMPROVEMENTS	194,683
PROJECTS TO BE APPROVED	150,000
TOTAL	928,548

FUND: DOWNTOWN REDEVELOPMENT (194)
 DEPARTMENT: REDEVELOPMENT (92)
 DEPARTMENT HEAD: TIM LYON

FINAL BUDGET 2024-2025

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
CAPITAL OUTLAY	112,000	449,088	449,088	-
TOTAL	112,000	449,088	449,088	-

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL	
SEWER PROJECT	100,280
SWR LINE EXT 29 & DOUGLAS	348,808
TOTAL	449,088

REVENUES	ACTUAL	AMENDED	ESTIMATED	
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
INTEREST	9,996	5,805	19,817	15,620
TRANSFERS	-	35,000	35,000	-
TOTAL	9,996	40,805	54,817	15,620

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	579,446	1,508	8,912	572,042	6/30/2022
6/30/2022	572,042	9,996	112,000	470,038	6/30/2023
6/30/2023	470,038	54,817	449,088	75,767	6/30/2024 - EST
6/30/2024	75,767	15,620	-	91,387	6/30/2025 - EST

FUND: HOTEL/CONFERENCE CENTER OPERATIONS (195)
DEPARTMENT: HOTEL/CONFERENCE CENTER (40)
DEPARTMENT HEAD: RYAN RUSHING

EXPENDITURES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	1,274,868	1,923,540	1,521,336	1,977,670
BENEFITS	199,044	270,010	231,658	233,827
OTHER SERVICES	1,715,601	1,718,972	1,604,355	1,439,761
COST OF SALES	499,862	429,091	401,042	622,961
TRANSFERS OUT	147,323	205,986	164,754	207,579
TOTAL	3,836,697	4,547,599	3,923,145	4,481,798

REVENUES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
CHARGES FOR SERVICES	3,657,697	5,424,007	4,277,127	5,493,033
TOTAL	3,657,697	5,424,007	4,277,127	5,493,033

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2021	(249,597)	1,967,395	2,310,955	(593,157)
6/30/2022	(593,157)	3,657,697	3,836,697	(772,157)
6/30/2023	(772,157)	4,277,127	3,923,145	(418,175)
6/30/2024	(418,175)	5,493,033	4,481,798	593,060

FINAL BUDGET 2024-2025

MUNICIPAL AUTHORITY ADMINISTRATION - 4010	
PERSONAL SERVICES	62,904
BENEFITS	18,124
TOTAL DIVISION REQUEST	81,028
ROOMS - 4012	
PERSONAL SERVICES	626,354
BENEFITS	85,473
OTHER SERVICES & CHARGES	263,186
TOTAL DIVISION REQUEST	975,013
FOOD - 4013	
PERSONAL SERVICES	629,300
BENEFITS	33,517
OTHER SERVICES & CHARGES	383,593
TOTAL DIVISION REQUEST	1,046,410
TELEPHONE - 4014	
COST OF SALES	684
TOTAL DIVISION REQUEST	684
MISCELLANEOUS - 4015	
COST OF SALES	117,316
OTHER SERVICES & CHARGES	34,094
TOTAL DIVISION REQUEST	151,410

(CONTINUED)

FUND: HOTEL/CONFERENCE CENTER OPERATIONS (195)
DEPARTMENT: HOTEL/CONFERENCE CENTER (40)
DEPARTMENT HEAD: RYAN RUSHING
PAGE TWO

PERMANENT STAFFING	FY 24-25		FY 23-24	
	Full Time	Part Time	Full Time	Part Time
Accountant (City)	0.25	-	0.25	-
City Mgnr - Admin (City)	0.20	-	0.20	-
General Manager	1	-	1	-
Asst General Manager	1	-	1	-
Director of Rooms	-	-	-	-
Front Office Manager	-	-	-	-
AM/PM Front Desk Sprvs	1	-	1	-
Front Desk Clerks	3	1	3	1
Night Auditors	1	1	1	1
Housekeeping Manager	1	-	1	-
Housekeeping Supervisor	1	-	2	-
Inspectress	-	-	-	-
Room Attendants	8	6	6	4
House person	1	-	1	-
Lobby Attendant	1	-	2	1
Laundry Attendant	1	1	1	1
Food & Beverage Manager	-	-	-	-
Bartenders	1	1	1	2
Restaurant Supervisor	1	-	1	-
Restaurant Cooks	3	-	3	-
Restaurant Servers	1	1	1	1
Club Level Attendant	-	-	-	-
Facilities Manager	1	-	1	-
Maintenance Tech	2	-	2	1
Director of Sales & Mrktg	1	-	1	-
Sales Manager	2	-	2	-
Executive Meeting Manager	-	-	1	-
Sales Coordinator	1	-	1	-
Convention Services Mgr	-	-	1	-
Accounting Director	1	-	1	-
Accts Rec/Payroll Coord.	-	1	-	1
Executive Chef	1	-	1	-
Banquet Cooks	1	1	1	2
Dishwashers	1	1	1	1
Lead Cook	-	-	1	-
Banquet Manager	1	-	1	-

ADMINISTRATION - 4016	
PERSONAL SERVICES	292,751
BENEFITS	34,427
OTHER SERVICES & CHARGES	312,036

TOTAL DIVISION REQUEST 639,214

SALES & MARKETING - 4017	
PERSONAL SERVICES	214,635
BENEFITS	35,581
OTHER SERVICES & CHARGES	95,970

TOTAL DIVISION REQUEST 346,186

MAINTENANCE - 4018	
PERSONAL SERVICES	110,080
BENEFITS	15,759
OTHER SERVICES & CHARGES	201,113

TOTAL DIVISION REQUEST 326,952

FRANCHISE FEES - 4019	
COST OF SALES	280,746

TOTAL DIVISION REQUEST 280,746

ENERGY COST - 4020	
COST OF SALES	224,215

TOTAL DIVISION REQUEST 224,215

CAPITAL - 4021	
OTHER SERVICES & CHARGES	149,769
TRANSFERS (4% FF&E)	207,579

TOTAL DIVISION REQUEST 357,348

(CONTINUED)

FUND: HOTEL/CONFERENCE CENTER OPERATIONS (195)
 DEPARTMENT: HOTEL/CONFERENCE CENTER (40)
 DEPARTMENT HEAD: RYAN RUSHING
 PAGE THREE

(Continued) PERMANENT STAFFING	FY 24-25		FY 23-24	
	Full Time	Part Time	Full Time	Part Time
Banquet Captain	1	-	2	-
Banquet Setup	1	2	1	2
Banquet Servers	4	4	4	7
Banquet Bartenders	-	2	-	2
Security	-	-	1	1
TOTAL	44.45	22.00	49.45	28.00

PERSONNEL POSITIONS SUMMARY

- 2017-18 - 64.40 Full Time
- 2018-19 - 28.00 Part Time
- 2019-20 - 64.40 Full Time
- 2019-20 - 26.00 Part Time
- 2020-21 - 63.45 Full Time
- 2020-21 - 24.00 Part Time
- 2021-22 - 63.45 Full Time
- 2021-22 - 24.00 Part Time
- 2022-23 - 55.40 Full Time
- 2022-23 - 26.00 Part Time
- 2023-24 - 49.45 Full Time
- 2023-24 - 28.00 Part Time
- 2024-25 - 44.45 Full Time
- 2024-25 - 22.00 Part Time

Note: Part Time includes Occasional Staff

BEVERAGE - 4024	
PERSONAL SERVICES	41,646
BENEFITS	10,946
TOTAL DIVISION REQUEST	52,592
TOTAL DEPARTMENT REQUEST	4,481,798

FUND: FF&E RESERVE (196)
DEPARTMENT: HOTEL/CONFERENCE CENTER (40)
DEPARTMENT HEAD: RYAN RUSHING

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	2023-24	2023-24	2024-25
PERSONAL SERVICES	1,200	-	-	-
BENEFITS	260	-	-	-
MATERIALS & SUPPLIES	54,442	10,492	10,492	-
OTHER SERVICES	239,612	197	197	-
CAPITAL OUTLAY	650,072	377,287	377,287	100,000
TRANSFERS OUT	99,585	-	-	-
TOTAL	1,045,172	387,976	387,976	100,000

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	2023-24	2023-24	2024-25
TRANSFERS	1,132,375	231,521	190,288	207,579
TOTAL	1,132,375	231,521	190,288	207,579

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2021	601,752	5,374,928	5,342,746	633,934
6/30/2022	633,934	1,132,375	1,045,172	721,137
6/30/2023	721,137	190,288	387,976	523,449
6/30/2024	523,449	207,579	100,000	631,028

FINAL BUDGET 2024-2025

MUNICIPAL AUTHORITY ADMINISTRATION - 4010	
CAPITAL OUTLAY	
40-08 CONTINGENCIES	100,000
TOTAL CAPITAL OUTLAY	100,000
TOTAL DEPARTMENT REQUEST	100,000

CAPITAL OUTLAY FY 24-25

To Be Determined	100,000
TOTAL	100,000

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

PROPERTY IMPROVEMENT	241,834
TO BE DETERMINED	135,453
TOTAL	377,287

FUND: GOLF (197)
DEPARTMENT: GOLF (47/48)
DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	652,717	635,583	601,099	654,515
BENEFITS	187,487	184,771	183,134	195,563
MATERIALS & SUPPLIES	433,524	379,111	400,319	404,130
OTHER SERVICES	172,755	221,039	207,723	226,401
CAPITAL OUTLAY	5,509	141,000	141,000	149,000
DEBT SERVICE	4,233	290,409	290,409	-
TOTAL	1,456,225	1,851,913	1,823,684	1,629,609

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
CHARGES FOR SERVICES	2,093,716	2,047,430	1,773,437	1,914,182
INVESTMENT INTEREST	14,172	6,650	43,957	26,650
MISCELLANEOUS	6,678	-	(2)	-
ASSET RETIREMENT	9,926	-	-	-
TOTAL	2,124,491	2,054,080	1,817,392	1,940,832

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2021	176,485	459,107	646,644	(11,052)
6/30/2022	(11,052)	2,124,491	1,456,225	657,214
6/30/2023	657,214	1,817,392	1,823,684	650,923
6/30/2024	650,923	1,940,832	1,629,609	962,145
		Excludes Transfers Out & Capital Outlay		(74,030) 5% Reserve
				888,114

A line of credit loan for up to \$200,000 split equally between Fund 123 - Park and Recreation and Fund 45 - Welcome Center was approved by City Council on April 9, 2019 to provide the cash for continuing golf course operations. The loan was paid off on April 30, 2024.

FINAL BUDGET 2024-2025

PERSONAL SERVICES (4710 - JOHN CONRAD)	
10-01 SALARIES	374,063
10-02 WAGES	150,000
10-03 OVERTIME	1,000
10-07 ALLOWANCES	4,512
10-10 LONGEVITY	11,845
10-11 SL BUYBACK-OVERBANK	5,339
10-12 VL BUYBACK - OVERBANK	1,939
10-13 PDO BUYBACK	1,776
10-14 SL INCENTIVE	4,995
10-17 ADDITIONAL INCENTIVE	1,665
10-95 1X SALARY ADJUSTMENT	2,319
TOTAL PERSONAL SERVICES - JOHN CONRAD	559,453

PERSONAL SERVICES (4810 - HIDDEN CREEK)	
10-01 SALARIES	40,623
10-02 WAGES	50,000
10-03 OVERTIME	200
10-07 ALLOWANCES	648
10-10 LONGEVITY	1,360
10-11 SL BUYBACK	686
10-12 VL BUYBACK	342
10-13 PDO BUYBACK	228
10-14 SL INCENTIVE	405
10-17 ADDITIONAL INCENTIVE	135
10-95 SALARY ADJUSTMENT	435
TOTAL PERSONAL SERVICES - HIDDEN CREEK	95,062

TOTAL PERSONAL SERVICES 654,515

BENEFITS (4710 - JOHN CONRAD)	
15-01 SOCIAL SECURITY	42,798
15-02 EMPLOYEES' RETIREMENT	57,323
15-03 GROUP INSURANCE	54,896
15-04 WORKERS COMP INSURANCE	2,887
15-06 TRAVEL & SCHOOL	680
15-07 UNIFORMS	1,800
15-13 LIFE	2,032
15-14 DENTAL	3,695
15-20 OVERHEAD HEALTH CARE COST	522
15-98 RETIREE INSURANCE	2,455
TOTAL BENEFITS - JOHN CONRAD	169,089

(CONTINUED)

FUND: GOLF (197)
DEPARTMENT: GOLF (47/48)
DEPARTMENT HEAD: VAUGHN SULLIVAN
PAGE TWO

<u>PERMANENT STAFFING</u>	<u>FY 24-25</u>	<u>FY 23-24</u>
Golf Director	1	1
Golf Superintendent	1	1
Asst Golf Superintendent	1	1
Golf Car Mechanic	0	1
Groundskeeper	2	1
Club House Assistant	1	1
TOTAL	6	6
<u>PART TIME STAFFING</u>	<u>FY 24-25</u>	<u>FY 23-24</u>
	2	2
<u>SEASONAL STAFFING</u>	<u>FY 24-25</u>	<u>FY 23-24</u>
	25	25

PERSONNEL
POSITIONS
SUMMARY:

- 2017-18 - 6
- 2018-19 - 6
- 2019-20 - 6
- 2020-21 - 5
- 2021-22 - 3
- 2022-23 - 6
- 2023-24 - 6
- 2024-25 - 6

BENEFITS (4810 - HIDDEN CREEK)	
15-01 SOCIAL SECURITY	7,272
15-02 EMPLOYEES' RETIREMENT	6,309
15-03 GROUP INSURANCE	10,468
15-04 WORKERS COMP INSURANCE	1,237
15-13 LIFE	450
15-14 DENTAL	697
15-20 OVERHEAD HEALTH CARE COST	42
TOTAL BENEFITS - HIDDEN CREEK	26,475

TOTAL BENEFITS **195,563**

MATERIALS & SUPPLIES (4710 - JOHN CONRAD)	
20-27 FOOD & BEVERAGES	70,000
20-34 MAINTENANCE OF EQUIPMENT	21,500
20-35 SMALL TOOL AND EQUIPMENT	10,250
20-41 SUPPLIES	16,000
20-49 CHEMICALS	96,500
20-55 PRO SHOP SUPPLIES	68,500
20-63 FLEET FUEL	18,631
20-64 FLEET PARTS	6,617
20-65 FLEET LABOR	5,882
20-66 IRRIGATION UPKEEP	4,000
20-67 GOLF CART MAINTENANCE	2,500
20-71 BOTANICAL	32,750
TOTAL MATERIALS & SUPPLIES - JOHN CONRAD	353,130

MATERIALS & SUPPLIES (4810 - HIDDEN CREEK)	
20-27 FOOD & BEVERAGES	16,000
20-34 MAINTENANCE OF EQUIPMENT	3,000
20-41 SUPPLIES	4,000
20-49 CHEMICALS	15,000
20-55 PRO SHOP SUPPLIES	5,500
20-66 IRRIGATION UPKEEP	2,500
20-67 GOLF CART MAINTENANCE	1,000
20-71 BOTANICAL	4,000
TOTAL MATERIALS & SUPPLIES - HIDDEN CREEK	51,000

TOTAL MATERIALS & SUPPLIES **404,130**

(CONTINUED)

FUND: GOLF (197)
DEPARTMENT: GOLF (47/48)
DEPARTMENT HEAD: VAUGHN SULLIVAN
PAGE THREE

CONTRACTUAL (4710 - JOHN CONRAD) FY 24-25

Fire Inspection	170
Alarm Monitoring	300
TOTAL	470

CONTRACTUAL (4810 - HIDDEN CREEK) FY 24-25

Alarm Monitoring	300
Golf Cart Lease	12,321
Fire Inspection	170
TOTAL	12,791

CAPITAL OUTLAY (4710 - JOHN CONRAD) FY 24-25

UTV W/ Slide-In Spray Rig	50,000
Utility Cart	10,000
Backhoe Attachment	12,000
Safety Fence	25,000
TOTAL	97,000

CAPITAL OUTLAY (4810 - HIDDEN CREEK) FY 24-25

Used Gator	12,000
Pull Behind 5 Gang Mower	20,000
Used Tee Mower	20,000
TOTAL	52,000

OTHER SERVICES & CHARGES (4710 - JOHN CONRAD)	
30-01 UTILITIES & COMMUNICATIONS	21,000
30-21 SURPLUS PROPERTY	962
30-22 PWA REIMBURSEMENT	31,190
30-23 UPKEEP REAL PROPERTY	15,500
30-40 CONTRACTUAL	470
30-41 CONTRACT LABOR	2,000
30-43 HARDWARE/SOFTWARE MAINTENANCE	2,097
30-49 CREDIT CARD FEES	55,000
30-56 POINT OF SALE FEES	720
30-72 MEMBERSHIPS & SUBSCRIPTIONS	1,450
30-85 INSURANCE/FIRE, THEFT, LIAB	17,537
30-86 AUDIT	489
TOTAL OTHER SERVICES & CHARGES - JOHN CONRAD	148,415

OTHER SERVICES & CHARGES (4810 - HIDDEN CREEK)	
30-01 UTILITIES & COMMUNICATIONS	11,000
30-22 PWA REIMBURSEMENT	31,190
30-23 UPKEEP REAL PROPERTY	1,500
30-40 CONTRACTUAL	12,791
30-49 CREDIT CARD FEES	13,500
30-85 INSURANCE/FIRE, THEFT, LIAB	7,516
30-86 AUDIT	489
TOTAL OTHER SERVICES & CHARGES - HIDDEN CREEK	77,986

TOTAL OTHER SERVICES & CHARGES **226,401**

CAPITAL OUTLAY (4710- JOHN CONRAD)	
40-02 EQUIPMENT	72,000
40-15 IOB	25,000
TOTAL CAPITAL OUTLAY	97,000

CAPITAL OUTLAY (4810 HIDDEN CREEK)	
40-02 EQUIPMENT	52,000
TOTAL CAPITAL OUTLAY	52,000

TOTAL CAPITAL OUTLAY **149,000**

TOTAL DEPARTMENT REQUEST **1,629,609**

FUND: URBAN RENEWAL (201)
DEPARTMENT: URBAN RENEWAL
DEPARTMENT HEAD: TIM LYON

FINAL BUDGET 2024-2025

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET	ACTUAL	2024-25
	2023-24	2023-24	2023-24	
OTHER SERVICES	1,306	55,000	30,441	55,000
TOTAL	1,306	55,000	30,441	55,000

OTHER SERVICES	
30-44 ADMIN/PROFESSIONAL SVCS	55,000
TOTAL OTHER SERVICES & CHARGES	<u>55,000</u>

TOTAL DEPARTMENT REQUEST 55,000

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET	ACTUAL	2024-25
	2023-24	2023-24	2023-24	
CHARGES FOR SERVICES	50,000	56,530	65,131	60,000
INVESTMENT INTEREST	1,186	495	4,963	4,095
TOTAL	51,186	57,025	70,094	64,095

BUDGETARY	BUDGET			FUND	
FUND BALANCE:	FUND BAL.	REVENUES	EXPENSES	BALANCE	
6/30/2021	21,797	98,806	71,892	48,711	6/30/2022
6/30/2022	48,711	51,186	1,306	98,591	6/30/2023
6/30/2023	98,591	70,094	30,441	138,244	6/30/2024 - EST
6/30/2024	138,244	64,095	55,000	147,339	6/30/2025 - EST

FUND: RISK (202)
DEPARTMENT: RISK MANAGEMENT (29)
DEPARTMENT HEAD: TIM LYON

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	2023-24	2023-24	2024-25
PERSONAL SERVICES	175,127	175,977	175,632	182,866
BENEFITS	52,972	66,071	57,902	66,834
MATERIALS & SUPPLIES	3,025	4,421	4,421	2,000
OTHER SERVICES	704,634	1,183,767	1,169,411	104,811
CAPITAL OUTLAY	-	2,450	2,450	-
INSURANCE RELATED	470,148	343,487	269,011	1,269,014
TOTAL	1,405,907	1,776,173	1,678,827	1,625,525

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	2023-24	2023-24	2024-25
CHARGES FOR SERVICES	991,357	1,066,539	1,066,539	1,440,745
INVESTMENT INTEREST	12,193	9,885	6,625	6,165
MISCELLANEOUS	178,579	-	434	-
TRANSFERS IN	-	445,620	445,620	174,352
TOTAL	1,182,128	1,522,044	1,519,218	1,621,262

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2021	1,322,592	930,809	1,147,988	1,105,413
6/30/2022	1,105,413	1,182,128	1,405,907	881,634
6/30/2023	881,634	1,519,218	1,678,827	722,025
6/30/2024	722,025	1,621,262	1,625,525	717,762

Estimated Actual includes prior year required reserves of \$517,000. See detail on next page.

The IBNR, incurred but not reported, per actuarial report as of 6/30/2023:
 General Liability: \$290,000

PERMANENT STAFFING	FY 24-25	FY 23-24	PERSONNEL POSITIONS SUMMARY:
Risk Manager	1	1	2017-2018 - 1.45
City Manager	0.1	0.1	2018-2019 - 1.45
City Attorney	0.25	0.25	2019-2020 - 1.45
Safety Coordinator	0.1	0.1	2020-2021 - 1.45
TOTAL	1.45	1.45	2021-2022 - 1.45
			2022-2023 - 1.45
			2023-2024 - 1.45
			2024-2025 - 1.45

.10 City Manager moved from Asst. City Manager FY 21-22
 .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

FINAL BUDGET 2024-2025

PERSONAL SERVICES - OPERATIONAL (2910)	
10-01 SALARIES	165,621
10-07 ALLOWANCES	6,021
10-10 LONGEVITY	5,269
10-11 SL BUYBACK	3,094
10-12 VL BUYBACK	285
10-13 PDO BUYBACK	1,149
10-14 SICK LEAVE INCENTIVE	1,080
10-17 ADDITIONAL INCENTIVE	90
10-95 1X SALARY ADJUSTMENT	257
TOTAL PERSONAL SERVICES	182,866

BENEFITS - OPERATIONAL	
15-01 SOCIAL SECURITY	13,989
15-02 EMPLOYEES' RETIREMENT	25,601
15-03 GROUP INSURANCE	14,530
15-06 TRAVEL AND SCHOOLS	11,000
15-13 LIFE	450
15-14 DENTAL	916
15-20 OVERHEAD HEALTH CARE COST	348
TOTAL BENEFITS	66,834

MATERIALS & SUPPLIES - OPERATIONAL	
20-41 MATERIALS AND SUPPLIES	2,000
TOTAL MATERIALS & SUPPLIES	2,000

OTHER SERVICES & CHARGES - OPERATIONAL	
30-01 UTILITIES/COMMUNICATIONS	700
30-02 DRUG SCREENING	6,000
30-43 HARDWARE/SOFTWARE MAINT.	4,762
30-44 PROFESSIONAL SERVICES (TPA)	42,000
30-51 OTHER GOVERNMENT EXPENSES	49,000
30-72 MEMBERSHIPS/SUBSCRIPTIONS	1,000
30-86 AUDIT EXPENSE	1,349
TOTAL OTHER SERVICES & CHARGES	104,811

TOTAL OPERATIONAL 356,511

INSURANCE RELATED / 24-25 (2965)

MATERIALS & SUPPLIES - INSURANCE RELATED	
20-63 FLEET FUEL	1,112
20-64 FLEET PARTS	931
20-65 FLEET LABOR	578
TOTAL MATERIALS & SUPPLIES	2,621

OTHER SERVICES & CHARGES - INSURANCE RELATED	
30-26 LIABILITY LAWSUITS	846,393
30-33 PROPERTY INSURANCE	420,000
TOTAL OTHER SERVICES & CHARGES	1,266,393

TOTAL INSURANCE RELATED / 24-25 1,269,014

TOTAL DEPARTMENT REQUEST 1,625,525

(CONTINUED)

FUND: RISK (202)
DEPARTMENT: RISK MANAGEMENT (29)
DEPARTMENT HEAD: TIM LYON
PAGE TWO

SOURCES OF REVENUE - FY 24-25

DEPARTMENT	LIABILITY	PROPERTY
Utility Services	3,697	-
Engineering & Construction Svcs	10,362	-
Street/Park Maintenance/Forestry	63,139	-
General Government	136,874	40,656
Neighborhood Services	42,119	4,635
Information Technology	5,494	-
Parks/Recreation/Pool	6,647	30,365
Senior Center	-	7,649
Reed Center	-	40,332
Hotel	-	48,908
Police Department	293,144	17,152
Fire Department	89,497	28,881
Sanitation	65,382	5,655
Water	17,181	56,696
Wastewater	75,937	145,900
Golf	16,987	8,066
Stormwater	5,001	4,635
Sewer Utility Line Maint.	37,480	-
Water Utility Line Maint.	35,438	-
Fleet Services	53,047	5,655
Public Works Administration	2,058	5,655
Drainage Division	11,808	-
CDBG	1,159	-
Hospital Authority	4,509	-
Economic Development Authority	-	12,748
Juvenile	197	-
TOTALS	977,157	463,588

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

(2) Desktop Computers	1,600
Ipad & Case	850
TOTAL	2,450

INFORMATIONAL ONLY: (Estimated for prior fiscal years in FY 23-24 per actuarial report dated 6/30/2023)

	Required Reserves	Cash Flow:
INSURANCE RELATED / 22-23		
30-26 LIABILITY LAWSUITS	175,000	42,400
TOTAL INSURANCE RELATED / 22-23	175,000	42,400
INSURANCE RELATED / 21-22		
30-26 LIABILITY LAWSUITS	58,000	12,600
TOTAL INSURANCE RELATED / 21-22	58,000	12,600
INSURANCE RELATED / 20-21		
30-26 LIABILITY LAWSUITS	11,000	2,300
TOTAL INSURANCE RELATED / 20-21	11,000	2,300
INSURANCE RELATED / 19-20		
30-26 LIABILITY LAWSUITS	41,000	8,000
TOTAL INSURANCE RELATED / 19-20	41,000	8,000
INSURANCE RELATED / 18-19		
30-26 LIABILITY LAWSUITS	10,000	1,800
TOTAL INSURANCE RELATED / 18-19	10,000	1,800
INSURANCE RELATED / 17-18		
30-26 LIABILITY LAWSUITS	9,000	1,500
TOTAL INSURANCE RELATED / 17-18	9,000	1,500
INSURANCE RELATED / 16-17		
30-26 LIABILITY LAWSUITS	5,000	800
TOTAL INSURANCE RELATED / 16-17	5,000	800
INSURANCE RELATED / 15-16		
30-26 LIABILITY LAWSUITS	11,000	1,700
TOTAL INSURANCE RELATED / 15-16	11,000	1,700
INSURANCE RELATED / 14-15		
30-26 LIABILITY LAWSUITS	4,000	600
TOTAL INSURANCE RELATED / 14-15	4,000	600
INSURANCE RELATED / 13-14		
30-26 LIABILITY LAWSUITS	9,000	1,200
TOTAL INSURANCE RELATED / 13-14	9,000	1,200
INSURANCE RELATED / 12-13		
30-26 LIABILITY LAWSUITS	7,000	900
TOTAL INSURANCE RELATED / 12-13	7,000	900
TOTAL FOR PRIOR FISCAL YEARS	340,000	73,800

FUND: WORKERS COMP (204)
DEPARTMENT: RISK MANAGEMENT (29)
DEPARTMENT HEAD: TIM LYON

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2022-23	2023-24	2023-24	2024-25
OTHER SRVCS AND CHGS	855	1,000	1,000	726
INSURANCE RELATED	548,794	2,042,783	1,275,067	766,000
TRANSFER OUT	-	112,816	445,620	174,352
TOTAL	549,649	2,156,599	1,721,687	941,078

REVENUES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2022-23	2023-24	2023-24	2024-25
CHARGES FOR SERVICES	765,320	813,683	813,683	940,352
INVESTMENT INTEREST	73,461	54,810	157,963	127,470
MISCELLANEOUS	-	-	35,158	-
TOTAL	838,781	868,493	1,006,804	1,067,822

	BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
	6/30/2021	3,795,625	784,315	657,266	3,922,674	6/30/2022
6/30/2022	3,922,674	838,781	549,649	4,211,806	6/30/2023	
6/30/2023	4,211,806	1,006,804	1,721,687	3,496,923	6/30/2024 - EST	
6/30/2024	3,496,923	1,067,822	941,078	3,623,667	6/30/2025 - EST	

Estimated Actual includes prior year required reserves of \$1,129,100. See detail in Informational Only box.

The IBNR, incurred but not reported, per actuarial report as of 6/30/2023:
Workers Comp: \$ 668,000.

FINAL BUDGET 2024-2025

OTHER SERVICES & CHARGES - INSURANCE RELATED	
30-07 WORKERS COMPENSATION	766,000
30-86 AUDIT	726
TOTAL OTHER SERVICES & CHARGES	766,726

TRANSFERS OUT	
80-29 RISK	174,352
TOTAL TRANSFERS OUT	174,352

TOTAL DEPARTMENT REQUEST 941,078

INFORMATIONAL ONLY: (Estimated for prior fiscal years in FY 23-24 per actuarial report dated 6/30/2023)

	Required Reserves (Exhibit 5-A)	Cash Flow: (Exhibit 8)
INSURANCE RELATED / 22-23		
30-07 WORKERS COMPENSATION	402,100	75,700
TOTAL INSURANCE RELATED / 22-23	402,100	75,700
INSURANCE RELATED / 21-22		
30-07 WORKERS COMPENSATION	206,000	37,900
TOTAL INSURANCE RELATED / 21-22	206,000	37,900
INSURANCE RELATED / 20-21		
30-07 WORKERS COMPENSATION	62,000	10,500
TOTAL INSURANCE RELATED / 20-21	62,000	10,500
INSURANCE RELATED / 19-20		
30-07 WORKERS COMPENSATION	47,000	7,300
TOTAL INSURANCE RELATED / 19-20	47,000	7,300
INSURANCE RELATED / 18-19		
30-07 WORKERS COMPENSATION	43,000	6,000
TOTAL INSURANCE RELATED / 18-19	43,000	6,000
INSURANCE RELATED / 17-18		
30-07 WORKERS COMPENSATION	12,000	1,500
TOTAL INSURANCE RELATED / 17-18	12,000	1,500
INSURANCE RELATED / 16-17		
30-07 WORKERS COMPENSATION	13,000	1,500
TOTAL INSURANCE RELATED / 16-17	13,000	1,500
INSURANCE RELATED / 15-16		
30-07 WORKERS COMPENSATION	21,000	2,200
TOTAL INSURANCE RELATED / 15-16	21,000	2,200
INSURANCE RELATED / 14-15		
30-07 WORKERS COMPENSATION	21,000	2,100
TOTAL INSURANCE RELATED / 14-15	21,000	2,100

(CONTINUED)

FUND: WORKERS COMP (204)
DEPARTMENT: RISK MANAGEMENT (29)
DEPARTMENT HEAD: TIM LYON
PAGE TWO

SOURCES OF REVENUE - FY 24-25

DEPARTMENT	W/COMP
Utility Services	4,389
Street/Park Maintenance/Forestry	50,675
General Government	134,221
Police Department	243,287
Fire Department	333,197
Sanitation	56,413
Water	11,213
Wastewater	21,044
Golf	4,124
Stormwater	3,387
Sewer Utility Line Maint.	30,269
Water Utility Line Maint.	31,505
Fleet Services	5,740
Public Works Administration	5,706
Drainage Division	1,391
CDBG	2,221
Hospital Authority	1,155
Juvenile	415
TOTALS	940,352

	Required Reserves (Exhibit 5-A)	Cash Flow (Exhibit 8)
INSURANCE RELATED / 13-14		
30-07 WORKERS COMPENSATION	20,000	1,800
TOTAL INSURANCE RELATED / 13-14	20,000	1,800
INSURANCE RELATED / Prior to 08-09		
30-07 WORKERS COMPENSATION	282,000	14,200
TOTAL INSURANCE RELATED / 08-09	282,000	14,200
TOTAL FOR PRIOR FISCAL YEARS	1,129,100	160,700

FUND: ANIMALS BEST FRIEND (220)
DEPARTMENT: ANIMAL WELFARE
DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
MATERIALS AND SUPPLIES	7,702	9,925	7,487	8,000
OTHER SERVICES & CHARGES	48,393	52,255	52,257	55,466
CAPITAL OUTLAY	39,015	47,224	47,224	66,800
TOTAL	95,110	109,404	106,968	130,266

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
FINES & FORFEITURES	15,343	20,004	19,590	18,038
INTEREST	1,469	915	3,111	2,330
MISCELLANEOUS	72,801	71,950	70,419	71,595
TOTAL	89,613	92,869	93,120	91,963

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2021	66,530	23,868	11,668	78,730
6/30/2022	78,730	89,613	95,110	73,232
6/30/2023	73,232	93,120	106,968	59,384
6/30/2024	59,384	91,963	130,266	21,081

FINAL BUDGET 2024-2025

MATERIALS AND SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	1,000
20-35 SMALL TOOLS & EQUIPMENT	2,000
20-41 SUPPLIES	5,000
TOTAL MATERIAL AND SUPPLIES	8,000

OTHER SERVICES & CHARGES	
30-23 UPKEEP REAL PROPERTY	2,500
30-40 CONTRACTUAL	52,966
TOTAL OTHER SERVICES & CHARGES	55,466

CAPITAL OUTLAY	
40-01 VEHICLES	59,000
40-02 EQUIPMENT	7,800
TOTAL CAPITAL OUTLAY	66,800

TOTAL DEPARTMENT REQUEST **130,266**

CAPITAL OUTLAY FY 24-25

Chevy 2500 4wd Crew Cab w/6.5 Bed	59,000
Ricoh IM C4510 Copier	7,800
TOTAL	66,800

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

3/4 TON EXT CAB,4WD/EQUIP	10,834
RFP PROTECTIVE WALL PANEL	5,250
SWAB BOX FOR TRUCK	16,250
TURF AREA ANIMAL SERVICE	12,000
COMPUTERS	2,890
TOTAL	47,224

CONTRACTUAL FY 24-25

Safe Haven Vet Services	39,340
Midwest Vet Services	2,826
Petlink/datamars	10,800
TOTAL	52,966

FUND: HOTEL/MOTEL (225)
 DEPARTMENT: ECONOMIC (87)
 DEPARTMENT HEAD: TIM LYON

FINAL BUDGET 2024-2025

EXPENDITURES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
TRANSFERS OUT	694,046	638,735	638,735	639,705
TOTAL	694,046	638,735	638,735	639,705

TRANSFERS OUT	
80-23 PARK & REC (123) 14%	89,558
80-46 ECONOMIC DEVELOPMENT (046) 56%	358,235
80-74 WELCOME CENTER (045) 30%	191,912
TOTAL TRANSFERS OUT	639,705

TOTAL DEPARTMENT REQUEST 639,705

REVENUES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
TAXES	694,046	638,736	638,735	639,705
TOTAL	694,046	638,736	638,735	639,705

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2021	-	586,334	586,334	- 6/30/2022
6/30/2022	-	694,046	694,046	- 6/30/2023
6/30/2023	-	638,735	638,735	- 6/30/2024 - EST
6/30/2024	-	639,705	639,705	0 6/30/2025 - EST

FUND: CUSTOMER DEPOSITS (230)
 DEPARTMENT: NON-DEPARTMENTAL
 DEPARTMENT HEAD: SARA HANCOCK

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	
	2022-23	BUDGET	ACTUAL	BUDGET
	2023-24	2023-24	2023-24	2024-25
TRANSFERS OUT	28,449	59,329	59,329	45,030
TOTAL	28,449	59,329	59,329	45,030

REVENUES	ACTUAL	AMENDED	ESTIMATED	
	2022-23	BUDGET	ACTUAL	BUDGET
	2023-24	2023-24	2023-24	2024-25
INTEREST	28,449	59,329	59,329	45,030
TOTAL	28,449	59,329	59,329	45,030

FINAL BUDGET 2024-2025

TOTAL TRANSFERS	
80-91 WATER (FUND 191)	45,030
TOTAL TRANSFERS	<u>45,030</u>
TOTAL DEPARTMENT REQUEST	<u>45,030</u>

FUND: COURT BONDS (235)
 DEPT: MUNICIPAL COURT
 DEPT HEAD: TIM LYON

EXPENDITURES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
TRANSFERS OUT	1,838	3,368	3,368	2,380
TOTAL	1,838	3,368	3,368	2,380

REVENUES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
INTEREST	1,838	3,368	3,368	2,380
TOTAL	1,838	3,368	3,368	2,380

FINAL BUDGET 2024-2025

TRANSFERS	
80-04 GENERAL FUND (010)	2,380
TOTAL TRANSFERS	2,380
TOTAL DEPARTMENT REQUEST	2,380

FUND: L & H - (240)
DEPARTMENT: BENEFITS (0310)
DEPARTMENT HEAD: TROY BRADLEY

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	2024-25
BENEFITS	9,706,882	10,396,428	10,128,781	11,476,403
OTHER SERVICES	63,766	67,509	67,509	72,200
TOTAL	9,770,648	10,463,937	10,196,290	11,548,603

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	2024-25
CFS - PREMIUM	8,677,899	9,700,838	9,037,320	9,747,824
CFS - STOP LOSS	203,733	300,000	275,407	200,000
CFS - SUBROGATION	-	6,771	7,125	5,964
INTEREST	33,737	25,210	72,008	50,975
MISC. - Refund of Overpayments	905	-	7,711	-
MISCELLANEOUS - RX Rebates	820,637	864,718	829,992	1,200,000
MISC. - OIL ROYALTIES	10,930	10,017	8,604	10,550
TRANSFER IN (010)	-	-	-	125,000
TRANSFER IN (075)	-	-	-	125,000
TRANSFER IN (040)	-	-	-	125,000
TRANSFER IN (020)	-	-	-	125,000
TOTAL	9,747,840	10,907,554	10,238,167	11,715,312

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	1,440,177	10,618,791	9,465,171	2,593,797	6/30/2022
6/30/2022	2,593,797	9,747,840	9,770,648	2,570,989	6/30/2023
6/30/2023	2,570,989	10,238,167	10,196,290	2,612,867	6/30/2024 - EST
6/30/2024	2,612,867	11,715,312	11,548,603	2,779,576	6/30/2025 - EST

FINAL BUDGET 2024-2025

BENEFITS	
15-21 AGGREGATE STOP LOSS	37,000
15-39 LIFE INSURANCE	139,403
15-40 DENTAL	385,000
15-41 CLAIMS	4,945,000
15-42 PRESCRIPTIONS	4,255,000
15-43 ADMINISTRATION	525,000
15-44 OTHER FEES	24,000
15-45 INDIVIDUAL STOP LOSS	1,027,000
15-47 DENTAL PLAN - ADMIN EXP	27,000
15-48 WELLNESS	10,000
15-49 PRESCRIPTIONS - ACTIVE	55,000
15-50 PRESCRIPTIONS - PRE 65	15,000
15-51 PRESCRIPTIONS - POST 65	32,000
TOTAL BENEFITS	11,476,403

OTHER SERVICES & CHARGES	
30-40 CONTRACTURAL	60,200
30-86 AUDIT	12,000
TOTAL OTHER SERVICES & CHARGES	72,200

TOTAL DEPARTMENT REQUEST **11,548,603**

OTHER FEES (15-44)

Flu Shots	8,000
Research Fees (ACA-PCORI Fee)	4,000
American Fidelity ACA	12,000
TOTAL	24,000

CONTRACTUAL (30-40)

INSURICA Agreement	60,200
TOTAL	60,200

FUND: CAPITAL IMPROVEMENTS REVENUE BOND (250)
DEPARTMENT: DEBT SERVICE (REVENUE BONDS) (42)
DEPARTMENT HEAD: TIATIA CROMAR

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	2024-25
DEBT SERVICE (2019) Hotel/Conf	1,081,725	1,792,525	1,792,525	1,793,025
DEBT SERVICE (2020 Sewer Note)	139,606	8,884,349	8,884,349	-
DEBT SERVICE (Fiscal Agent Fees)	4,500	6,000	6,000	2,500
TRANSFER OUT (186)	228,825	119,964	119,964	-
TRANSFER OUT (010)	10,431,471	10,440,455	10,440,455	-
TRANSFER OUT (196)	984,415	25,535	25,535	10,368,859
TOTAL	12,870,542	21,268,828	21,268,828	12,164,384

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	2024-25
INTEREST	72,160	73,669	50,095	50,095
TRANSFERS IN:				
Sales Tax (010) General	10,431,471	10,440,455	10,440,455	10,368,859
Sales Tax (340)	6,457,139	6,345,680	3,452,511	1,795,525
User Fee (186) - Sewer	-	5,878,888	5,878,888	-
TOTAL	16,960,771	22,738,692	19,821,949	12,214,479

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	BOND PRIN BAL ADJUSTMENT	FUND BALANCE
6/30/2021	(40,093,180)	16,074,675	16,436,812	-	(40,455,317) 6/30/2022
6/30/2022	(40,455,317)	16,960,771	12,870,542	-	(36,365,089) 6/30/2023
6/30/2023	(36,365,089)	19,821,949	21,268,828	7,335,000	(30,476,968) 6/30/2024 - EST
6/30/2024	(30,476,968)	12,214,479	12,164,384	740,000	(29,686,873) 6/30/2025 - EST

NOTE: The negative fund balance is due to the debt being paid from the Fund 250 with the asset showing in Fund 195, Hotel Conference Center and the Sewer Plant Fund being recorded in Fund 186, Sewer Construction.

FINAL BUDGET 2024-2025

DEBT SERVICE	
70-08 PRINCIPAL (2019 BOND SERIES)	740,000
71-08 INTEREST (2019 BOND SERIES)	1,053,025
72-02 FISCAL AGENT FEES	2,500
TOTAL DEBT SERVICE	1,795,525

TRANSFERS OUT	
80-33 TRANSFERS OUT (010)	10,368,859
TOTAL TRANSFERS OUT	10,368,859

TOTAL DEPARTMENT REQUEST **12,164,384**

DEBT REQUIREMENT

Hotel / Conference Center (2019 Bond Series)	
4/1/2025 Principal	740,000
10/1/2024 Interest	526,513
4/1/2025 Interest	526,512
Trustee Fee	2,500
	<u>1,795,525</u>
<i>Revenue Bonds O/S \$27,775,000 as of 6/30/24</i>	
<i>Debt Service Matures April 1, 2048</i>	

FUND: 2002 G.O. BOND (269)
 DEPARTMENT: STREET BOND (69)
 DEPARTMENT HEAD: TIM LYON

FINAL BUDGET 2024-2025

EXPENDITURES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
CAPITAL OUTLAY	94,129	193,757	193,757	-
TOTAL	94,129	193,757	193,757	-

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUALS

ENGINEERING FOR SIGNAL PHASE 4	3,711
29th STREET BRIDGE	117,551
MIDWEST BLVD MATCH (MULTI YEAR)	72,495
TOTAL	193,757

REVENUES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
INTEREST	4,255	2,640	3,197	1,790
TOTAL	4,255	2,640	3,197	1,790

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	316,717	782	36,040	281,459	6/30/2022
6/30/2022	281,459	4,255	94,129	191,585	6/30/2023
6/30/2023	191,585	3,197	193,757	1,025	6/30/2024 - EST
6/30/2024	1,025	1,790	-	2,815	6/30/2025 - EST

FUND: 2018 ELECTION G.O. BOND (270)
 DEPARTMENT: VARIOUS
 DEPARTMENT HEAD: TIM LYON

FINAL BUDGET 2024-2025

EXPENDITURES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
OTHER SERVICES	34,232	10,574	10,574	-
CAPITAL OUTLAY	4,604,303	7,771,036	7,771,036	-
TRANSFER OUT	-	-	-	-
TOTAL	4,638,535	7,781,610	7,781,610	-

REVENUES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
INTEREST	174,928	8,670	275,263	27,910
TRANSFER IN	64,839	152,229	152,229	167,160
	239,767	160,899	427,492	195,070

CAPITAL OUTLAY EST ACT FY 23-24

REED BBALL COMPLEX-P3	1,804
MULTI ATH FACILITY-P3	9,617
SOCCER FACILITY RENOVATE	774,488
STREET REPAIR - P1	4,288,667
ANIMAL SHELTER - P4	1,124
PUB SFTY TCH IMPRVS-P4	155,303
P25 EQUIPMENT - P4	542,640
MID-AMERICA PARK - P3	1,887,938
HOSES, CMD VEH - P4	222
BREATHING APRTS - P4	323
POL/FIRE TRAINING- P4	14,519
TOWN CTR PARK - P3	94,391
TOTAL	7,771,036

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	28,243,800	286,330	15,709,396	12,820,734	6/30/2022
6/30/2022	12,820,734	239,767	4,638,535	8,421,966	6/30/2023
6/30/2023	8,421,966	427,492	7,781,610	1,067,848	6/30/2024 - EST
6/30/2024	1,067,848	195,070	-	1,262,918	6/30/2025 - EST

FUND: 2018 ELECTION G.O. BOND PROPRIETARY (271)
 DEPARTMENT: VARIOUS
 DEPARTMENT HEAD: TIM LYON

FINAL BUDGET 2024-2025

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
CAPITAL OUTLAY	1,408,779	39,331	39,331	-
TOTAL	1,408,779	39,331	39,331	-

CAPITAL OUTLAY EST ACT FY 23-24

JC GOLF RENOVATION-P3	1,632
BOOSTER STATION RENOV-P2	37,699
TOTAL	39,331

REVENUES	ACTUAL	AMENDED	ESTIMATED	
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
INTEREST	12,646	3,830	16,539	12,720
	12,646	3,830	16,539	12,720

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	7,103,148	14,561	5,407,054	1,710,655	6/30/2022
6/30/2022	1,710,655	12,646	1,408,779	314,522	6/30/2023
6/30/2023	314,522	16,539	39,331	291,730	6/30/2024 - EST
6/30/2024	291,730	12,720	-	304,450	6/30/2025 - EST

FUND: 2022 ISSUE G.O. BOND (272)
 DEPARTMENT: VARIOUS
 DEPARTMENT HEAD: TIM LYON

FINAL BUDGET 2024-2025

EXPENDITURES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
CAPITAL OUTLAY	3,137,617	2,436,718	2,436,718	-
TOTAL	3,137,617	2,436,718	2,436,718	-

CAPITAL OUTLAY EST ACT FY 23-24	
POL/FIRE TRAINING- P4	2,436,718
TOTAL	2,436,718

REVENUES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
INTEREST	69,933	555	49,773	4,290
	69,933	555	49,773	4,290

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	-	5,705,417	124,665	5,580,752	6/30/2022
6/30/2022	5,580,752	69,933	3,137,617	2,513,068	6/30/2023
6/30/2023	2,513,068	49,773	2,436,718	126,123	6/30/2024 - EST
6/30/2024	126,123	4,290	-	130,413	6/30/2025 - EST

FUND: DISASTER RELIEF & NBHD SVCS CLEANUP (310)
 DEPARTMENT: DISASTER RELIEF (88) & NBHD SVCS CLEANUP (15)
 DEPARTMENT HEAD: TIM LYON

EXPENDITURES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	118,477	82,898	79,898	85,264
BENEFITS	32,020	22,265	21,891	23,540
MATERIALS AND SUPPLIES	8,102	6,000	7,328	8,000
OTHER SERVICES	146,810	161,362	161,362	185,000
CAPITAL OUTLAY	950	109,050	109,050	-
TRANSFERS OUT	5,208,239	-	-	-
TOTAL	5,514,598	381,575	379,528	301,804

REVENUES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
<i>CHARGES FOR SERVICES:</i>				
MOWING	85,569	103,304	110,242	103,733
WRITE OFFS - Mowing	(60)	-	-	-
TOWER RENTAL	200	200	200	200
ADMINISTRATIVE FEE	73,600	69,822	74,448	72,683
WRITE OFFS - ADM FEE	(200)	(681)	-	-
EARLY PMT DISCOUNT	-	-	9	0
MISCELLANEOUS	-	-	-	-
INTEREST	186,412	44,720	289,297	224,465
TRANSFERS IN	1,239,730	409,728	400,727	-
TOTAL	1,585,251	627,093	874,923	401,081

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	8,912,238	4,982,975	2,670,168	11,225,045	6/30/2022
6/30/2022	11,225,045	1,583,471	5,514,598	7,293,918	6/30/2023
6/30/2023	7,293,918	874,923	379,528	7,789,313	6/30/2024 - EST
6/30/2024	7,789,313	401,081	301,804	7,888,590	6/30/2025 - EST

FINAL BUDGET 2024-2025

1510 - NEIGHBORHOOD SERVICES	
PERSONAL SERVICES	
10-01 SALARY	75,307
10-07 ALLOWANCES	2,790
10-10 LONGEVITY	2,250
10-11 SL BUYBACK - OVER BANK	2,612
10-12 VACATION BUYBACK	1,303
10-13 PDO BUYBACK	869
10-95 1X SALARY ADJUSTMENT	133
TOTAL PERSONAL SERVICES	85,264

BENEFITS	
15-01 SOCIAL SECURITY	6,523
15-02 RETIREMENT	11,937
15-03 GROUP HEALTH INSURANCE	4,093
15-13 LIFE	155
15-14 DENTAL	439
15-20 OVERHEAD HEALTH CARE COST	393
TOTAL BENEFITS	23,540

MATERIALS & SUPPLIES	
20-30 POSTAGE	8,000
TOTAL MATERIALS & SUPPLIES	8,000

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	130,000
TOTAL OTHER SERVICES & CHARGES	130,000

TOTAL DIVISION REQUEST	246,804
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8890 - DISASTER	
OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	50,000
30-86 AUDIT	5,000
TOTAL OTHER SERVICES & CHARGES	55,000
TOTAL DIVISION REQUEST	55,000

TOTAL DEPARTMENT REQUEST	301,804
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(CONTINUED)

FUND: DISASTER RELIEF & NBHD SVCS CLEANUP (310)
DEPARTMENT: DISASTER RELIEF (88) & NBHD SVCS CLEANUP (15)
DEPARTMENT HEAD: TIM LYON
PAGE TWO

ESTIMATED FUND BALANCE 06/30/24:

Cash	7,736,722
Accounts Receivable	312,445
Allowance for Doubtful Accounts	(82,861)
Miscellaneous Liabilities	(7,711)
Deferred revenue = A/R - 60 days collections per governmental	(169,283)
TOTAL	7,789,313

PERMANENT STAFFING	FY 24-25	FY 23-24
Neighborhood Services Director	0.50	0.50

FY 22-23 moved .25 Neighborhood Svcs Dir to fund 010-1510

**PERSONNEL
POSITIONS
SUMMARY:**

- 2017-18 - 1
- 2018-19 - 1
- 2019-20 - 1
- 2020-21 - 1
- 2021-22 - 1
- 2022-23 - .75
- 2023-24 - .50
- 2024-25 - .50

CONTRACTUAL (1510 - NBHD SERVICES) FY 24-25

Mowing/Chemicals	130,000
TOTAL	130,000

CONTRACTUAL (8890 - DISASTER) FY 24-25

Miscellaneous	50,000
TOTAL	50,000

CAPITAL (8810 - SAFETY) FY 23-24 ESTIMATED ACTUAL

STORM SIRENS	109,050
TOTAL	109,050

FUND: SALES TAX CAPITAL IMPROVEMENTS (340)
DEPARTMENT HEAD: TIM LYON

EXPENDITURES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
OTHER SERVICES & CHARGES				
Audit	175	4,532	4,532	3,541
TRANSFER OUT:				
Sewer (250)	6,457,139	6,345,680	3,452,511	-
Hotel (250)	-	-	-	1,795,525
Capital Improvement (157)	821,910	745,085	745,085	793,149
TOTAL	7,279,224	7,095,297	4,202,128	2,592,215

REVENUES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
TAXES:				
Sales - Sewer	4,188,236	1,414,175	1,414,175	-
Sales - Cap Imp	2,607,868	2,540,110	2,610,114	2,592,215
Use - Sewer	479,415	175,928	175,928	-
INTEREST (Sewer Only)	3,706	2,913	1,911	-
TOTAL	7,279,224	4,133,126	4,202,128	2,592,215

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2021	-	6,848,251	6,848,251	- 6/30/2022
6/30/2022	-	7,279,224	7,279,224	- 6/30/2023
6/30/2023	-	4,202,128	4,202,128	(0) 6/30/2024 - EST
6/30/2024	(0)	2,592,215	2,592,215	(0) 6/30/2025 - EST

FY 23-24 TAXES	CAP IMP F157	HOTEL 2011	SEWER 2011-A	TOTAL
Sales	745,085	1,865,029	1,414,175	4,024,289
Use	-	-	175,928	175,928
Interest	-	-	1,911	1,911
Total	745,085	1,865,029	1,592,014	4,202,128

FY 24-25 TAXES	CAP IMP F157	HOTEL 2011	SEWER 2011-A	TOTAL
Sales	796,690	1,795,525	-	2,592,215
Total	796,690	1,795,525	-	2,592,215

FINAL BUDGET 2024-2025

OTHER SERVICES & CHARGES	
30-86 AUDIT - SEWER	2,182
30-86 AUDIT - HOTEL	1,359
TOTAL OTHER SERVICES & CHARGES	3,541

TRANSFERS OUT	
80-50 TRANSFERS OUT (250) - HOTEL	1,795,525
80-57 TRANSFERS OUT (157)	793,149
TOTAL TRANSFERS OUT	2,588,674

TOTAL DEPARTMENT REQUEST **2,592,215**

FUTURE DEBT REQUIREMENT

Hotel / Conference Center	
2019 Bond Series Deposit Requirements	
Principal Paid April 1st	740,000
Interest (April 1st & Sept 1st)	1,053,025
Trustee Fee	2,500
	<u>1,795,525</u>
<i>Revenue Bonds O/S \$27,775,000 as of 6/30/24</i>	
<i>Debt Service Matures April 1, 2048</i>	

FUND: G. O. DEBT SERVICE (350)
DEPARTMENT: DEBT SERVICE (GENERAL OBLIGATION BONDS)
DEPARTMENT HEAD: TIATIA CROMAR

EXPENDITURES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
DEBT SERVICE	3,718,623	4,038,135	4,038,135	3,970,048
TRANSFER OUT	64,839	152,229	152,229	167,160
TOTAL	3,783,461	4,190,364	4,190,364	4,137,208

REVENUES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
TAXES	3,953,380	3,681,897	3,927,372	3,754,590
INTEREST	64,839	152,229	152,229	167,160
TOTAL	4,018,219	3,834,126	4,079,601	3,921,750

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	2,395,523	3,589,395	3,238,214	2,746,704	6/30/2022
6/30/2022	2,746,704	4,018,219	3,783,461	2,981,462	6/30/2023
6/30/2023	2,981,462	4,079,601	4,190,364	2,870,699	6/30/2024 - EST
6/30/2024	2,870,699	3,921,750	4,137,208	2,655,241	6/30/2025 - EST

OUTSTANDING BONDS AS OF 6-30-24

2019 GO Bond Phase I (Maturity 4-1-2044)	16,700,000
2019 GO Bond Phase II (Maturity 6-1-2044)	14,500,000
2020 GO Bond Phase III (Maturity 6-1-2045)	5,775,000
2021 GO Bond Phase IV (Maturity 6-1-2046)	8,305,000
2022 GO Bond (Maturity 4-1-2038)	5,320,000
TOTAL	50,600,000

FINAL BUDGET 2024-2025

DEBT SERVICE	
70-01 PRINCIPAL	2,590,000
71-01 INTEREST	1,377,548
72-02 FISCAL AGENT FEES	2,500
TOTAL DEBT SERVICE	3,970,048

TRANSFERS	
80-85 2018 GO BONDS (270)	167,160
TOTAL TRANSFERS OUT	167,160

TOTAL DEPARTMENT REQUEST **4,137,208**

2019 GO Bond Phase I Payments	
Interest (April 1 & Oct 1)	531,060
Principal (April 1)	835,000
Fiscal Agent Fees	500
	<u>1,366,560</u>
2019 GO Bond Phase II Payments	
Interest (Dec 1 & Jun 1)	435,000
Principal (June 1)	725,000
Fiscal Agent Fees	500
	<u>1,160,500</u>
2020 GO Bond Phase III Payments	
Interest (Dec 1 & Jun 1)	132,688
Principal (June 1)	275,000
Fiscal Agent Fees	500
	<u>408,188</u>
2021 GO Bond Phase IV Payments	
Interest (Dec 1 & Jun 1)	172,400
Principal (June 1)	375,000
Fiscal Agent Fees	500
	<u>547,900</u>
2022 GO Bond Payments	
Interest (March 1 & September 1)	106,400
Principal (March 1)	380,000
Fiscal Agent Fees	500
	<u>486,900</u>
TOTAL	3,970,048

FUND: SOONER ROSE TIF (352)
DEPARTMENT: HOSPITAL AUTHORITY (90)
DEPARTMENT HEAD: TIM LYON

EXPENDITURES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
DEBT SERVICE	1,623,240	1,622,033	1,622,033	1,623,845
TOTAL	1,623,240	1,622,033	1,622,033	1,623,845

REVENUES	ACTUAL 2022-23	AMENDED BUDGET 2023-24	ESTIMATED ACTUAL 2023-24	BUDGET 2024-25
Advalorm Tax	614,821	550,000	620,000	620,000
Sales Tax	590,672	458,391	654,590	622,631
Construction Tax (Sales & Use)	-	1,049	-	-
INTEREST	31,781	28,320	69,418	56,811
TRANSFERS IN (425-9050) DISC	617,999	584,273	584,273	324,403
TOTAL	1,855,273	1,622,033	1,928,281	1,623,845

BUDGETARY FUND BALANCE:	BUDGET FUND BAL	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	488,227	2,001,869	1,622,527	867,569	6/30/2022
6/30/2022	867,569	1,855,273	1,623,240	1,099,602	6/30/2023
6/30/2023	1,099,602	1,928,281	1,622,033	1,405,850	6/30/2024 - EST
6/30/2024	1,405,850	1,623,845	1,623,845	1,405,850	6/30/2025 - EST

NOTE: Reserve Fund - 800737033 and Project Fund - 800737041 are not available for payment of Debt Service.

FINAL BUDGET 2024-2025

DEBT SERVICE	
71-01 INTEREST	700,345
72-02 FISCAL AGENT FEES	3,500
73-01 PRINCIPAL	920,000
TOTAL DEBT SERVICE	1,623,845
TOTAL DEPARTMENT REQUEST	1,623,845

OUTSTANDING PRINCIPAL

3/31/2024 \$16,230,000

6/30/2023 Fund Balance	
Pooled Cash	573,659
Bond - 800737017	-
Bond Sales Tax - 800737025	-
Reserve Fund - 800737033	254,367
Project Fund - 800737041	271,576
Balance	1,099,602

2/28/2024 Fund Balance	
Pooled Cash	889,217
Bond - 800737017	-
Bond Sales Tax - 800737025	-
Reserve Fund - 800737033	252,132
Project Fund - 800737041	280,599
Principal Fund - 800737058	1,248
Interest Fund - 800737066	89,637
Balance	1,512,833

6/30/2024 Est Fund Balance	
Pooled Cash	1,095,066
Bond - 800737017	(300,000)
Bond Sales Tax - 800737025	-
Reserve Fund - 800737033	266,888
Project Fund - 800737041	280,599
Principal Fund 800737058	1,248
Interest Fund - 800737066	62,048
Balance	1,405,850

FUND: ECONOMIC DEVELOPMENT AUTHORITY (353)
DEPARTMENT: ECONOMIC DEVELOPMENT
DEPARTMENT HEAD: ROBERT COLEMAN

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
PERSONAL SERVICES	92,570	91,993	94,145	95,649
BENEFITS	30,924	30,136	27,984	29,371
OTHER SERVICES	228,545	303,062	303,062	381,789
CAPITAL OUTLAY	287,920	5,799,548	5,799,548	157,054
TRANSFERS OUT	990,000	-	-	-
TOTAL	1,629,960	6,224,739	6,224,739	663,863

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
CHARGES FOR SERVICES	1,490,978	1,295,000	1,395,000	1,295,000
INTEREST	127,982	22,480	386,684	129,970
MISCELLANEOUS	14,400	-	13,800	13,800
ASSET RETIREMENT	340,484	-	-	-
TRANSFERS IN	4,208,239	-	-	-
TOTAL	6,182,083	1,317,480	1,795,484	1,438,770

BUDGETARY	BUDGET			FUND	
FUND BALANCE:	FUND BAL.	REVENUES	EXPENSES	BALANCE	
6/30/2021	3,984,950	1,322,934	441,068	4,866,816	6/30/2022
6/30/2022	4,866,816	6,182,083	1,629,960	9,418,940	6/30/2023
6/30/2023	9,418,940	1,795,484	6,224,739	4,989,685	6/30/2024 - EST
6/30/2024	4,989,685	1,438,770	663,863	5,764,592	6/30/2025 - EST

FINAL BUDGET 2024-2025

PERSONAL SERVICES	
10-01 SALARIES	90,337
10-07 ALLOWANCES	2,397
10-10 LONGEVITY	1,582
10-12 SL VACATION BUYBACK	191
10-13 PDO BUYBACK	127
10-14 SL INCENTIVE	405
10-17 ADDITIONAL INCENTIVE	450
10-95 SALARY ADJUSTMENT	160
TOTAL PERSONAL SERVICES	95,649
BENEFITS	
15-01 SOCIAL SECURITY	7,317
15-02 EMPLOYEES' RETIREMENT	13,391
15-03 GROUP INSURANCE	6,018
15-13 LIFE	279
15-14 DENTAL	468
15-20 OVERHEAD HEALTH CARE COST	305
15-98 RETIREE INSURANCE	1,593
TOTAL BENEFITS	29,371
OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	348,130
30-85 INSURANCE - FIRE-THEFT-LIAB	25,748
30-86 ANNUAL AUDITS	7,911
TOTAL OTHER SERVICES & CHARGES	381,789
CAPITAL OUTLAY	
40-05 UTILITY IMPROVEMENTS	157,054
TOTAL CAPITAL OUTLAY	157,054
TOTAL DEPARTMENT REQUEST	663,863

This is a new fund created in FY 18-19 for the Economic Development Authority

(CONTINUED)

FUND: ECONOMIC DEVELOPMENT AUTHORITY (353)
DEPARTMENT: ECONOMIC DEVELOPMENT
DEPARTMENT HEAD: ROBERT COLEMAN
PAGE TWO

PERMANENT STAFFING	FY 24-25	FY 23-24	PERSONNEL POSITIONS SUMMARY:
Dir. Of Economic Dev	0.20	0.20	2017-18 - 0
City Attorney	0.20	0.20	2018-19 - .9
Facilities Project Supervisor	0.25	0.25	2019-20 - .9
Staff Accountant	0.25	0.25	2020-21 - .9
TOTAL	0.90	0.90	2021-22 - .9
			2022-23 - .9
			2023-24 - .9
			2024-25 - .9

Economic Development Director - funded 80% CVB (046-8710) FY 18-19
 City Attorney - funded 35% City Attorney (010-04), 25% Risk (202), 20% Hospital Auth FY 18-19
 Facilities Project Supv - funded 50% Street (010-09), 25% Welcome Center (045) FY 18-19
 Staff Accountant - funded 50% Finance (010-08), 25% Utilities (187) FY 18-19

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

PROJ OSCAR SANITARY SEWER	1,397,626
23RD SEWER LINE SERVICE E	150,000
SOONER ROSE SEWER LINE	2,156,239
MISC ADA PROJECTS	125,000
TOWN CTR SPECIAL EVENTS	44,230
ARPA - 23RD ST SWR LINE	550,000
ARPA - 36TH ST WTR/SWR	788,507
36TH ST WTR/SWR NON-ARPA	587,946
TOTAL	5,799,548

CONTRACTUAL (30-40) FY 24-25

Fireworks	35,000
29th St Christmas Lights	40,000
Holiday Events	5,000
Shop Local Campaign	6,000
Town Center Special Events	20,000
Greater OKC Chamber of Commerce	8,000
Economic Development Authority Website	4,000
Mathis Agreement	90,130
Economic Development Contracts	140,000
TOTAL	348,130

CAPITAL OUTLAY FY 24-25

NW 23rd WL Spencer-Douglas (Split with Fund 172)	87,054
SCIP Signs	70,000
TOTAL	157,054

FUND: HOSPITAL AUTHORITY (425)
DEPARTMENT: COMPOUNDED PRINCIPAL 9010
DEPARTMENT HEAD: TIM LYON

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
HOSPITAL AUTHORITY EXPENSE	131,958	130,250	130,250	130,250
OTHER SERVICES & CHARGES	26,001	250,000	102,010	250,000
CAPITAL OUTLAY	309,873	17,890,126	17,890,126	4,000,000
TRANSFER OUT-INTRA	2,062,048	2,226,393	2,226,393	2,380,616
TOTAL	2,529,880	20,496,769	20,348,778	6,760,866

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	BUDGET 2024-25
CHARGES FOR SERVICES	64,501	60,000	-	-
INVEST. INT. & DIVIDEND	924,005	462,045	1,429,036	576,519
REALIZED GAINS / LOSSES	861,055	-	852,220	-
UNREALIZED GAINS / LOSSES	8,862,202	-	8,519,545	-
MISCELLANEOUS	24,492	7,392	3,080	-
TOTAL	10,736,255	529,437	10,803,881	576,519

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2021	125,576,655	(8,654,511)	13,826,673	103,095,471	6/30/2022
6/30/2022	103,095,471	10,736,255	2,529,880	111,301,846	6/30/2023
6/30/2023	111,301,846	10,803,881	20,348,778	101,756,948	6/30/2024 - EST
6/30/2024	101,756,948	576,519	6,760,866	95,572,601	6/30/2025 - EST

FINAL BUDGET 2024-2025

COMPOUNDED PRINCIPAL (90-10)	
HOSPITAL AUTHORITY EXPENSE	
29-02 TRUSTEE FEES	130,250
TOTAL HOSPITAL AUTHORITY EXPENSE	130,250
OTHER SERVICES AND CHARGES	
30-44 ADMIN/PROFESSIONAL SVCS	250,000
TOTAL OTHER SERVICES AND CHARGES	250,000
CAPITAL OUTLAY	
40-05 UPI	2,000,000
40-06 INFRASTRUCTURE	2,000,000
TOTAL CAPITAL OUTLAY	4,000,000
TRANSFERS OUT	
80-01 75% OF 2% TO DISCRETIONARY	1,785,462
80-80 25% OF 2% TO HOSPITAL AUTH GRANTS	595,154
TOTAL TRANSFERS OUT	2,380,616
TOTAL DEPARTMENT REQUEST	6,760,866

COMPOUNDED 06/30/2024 ESTIMATED

Cash & Investment	98,801,539
Real Estate	2,955,409
FUND BALANCE	101,756,948

COMPOUNDED 06/30/2025 ESTIMATED

Cash & Investment	92,617,192
Real Estate	2,955,409
FUND BALANCE	95,572,601

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

HOSPITAL DISTRICT	16,690,126
MEDICAL DIST UTILITIES	1,200,000
TOTAL	17,890,126

CAPITAL OUTLAY FY 24-25

Hospital District	2,000,000
Medical District Utilities	2,000,000
TOTAL	4,000,000

FUND: HOSPITAL AUTHORITY (425)
DEPARTMENT: DISCRETIONARY 9050
DEPARTMENT HEAD: TIM LYON

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	2024-25
PERSONAL SERVICES	180,392	183,866	182,743	192,134
BENEFITS	55,320	65,674	55,193	67,188
MATERIALS & SUPPLIES	1,254	3,000	3,000	3,000
OTHER SERVICES	144,633	1,262,217	1,103,609	1,271,326
CAPITAL OUTLAY	-	9,100,000	9,100,000	6,000,000
TRANSFER OUT	617,999	584,273	584,273	324,403
TOTAL	999,598	11,199,030	11,028,818	7,858,051

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	2024-25
INTEREST	215,925	130,064	242,710	229,752
REALIZED GAINS / LOSSES	364,700	-	349,159	-
UNREALIZED GAINS / LOSSES	3,686,094	-	4,081,431	-
MISCELLANEOUS	12,584	12,510	12,456	12,520
TRANSFER INTRA-IN (75% OF 2% MARKET VAL)	1,546,536	1,711,892	1,711,891	1,785,462
TOTAL	5,825,839	1,854,466	6,397,647	2,027,734

BUDGETARY	BUDGET			FUND	
FUND BALANCE:	FUND BAL.	REVENUES	EXPENSES	BALANCE	
6/30/2021	19,799,491	(1,481,792)	1,130,268	17,187,431	6/30/2022
6/30/2022	17,187,431	5,825,839	999,598	22,013,672	6/30/2023
6/30/2023	22,013,672	6,397,647	11,028,818	17,382,501	6/30/2024 - EST
6/30/2024	17,382,501	2,027,734	7,858,051	11,552,184	6/30/2025 - EST

FINAL BUDGET 2024-2025

DISCRETIONARY FUNDS (90-50)	
PERSONAL SERVICES	
10-01 SALARIES	177,601
10-07 ALLOWANCES	5,646
10-10 LONGEVITY	3,089
10-11 SL BUYBACK	2,567
10-12 VL BUYBACK	939
10-13 PDO BUYBACK	1,097
10-14 SL INCENTIVE	968
10-95 1X SALARY ADJUSTMENT	227
TOTAL PERSONAL SERVICES	192,134
BENEFITS	
15-01 SOCIAL SECURITY	14,698
15-02 RETIREMENT	26,899
15-03 HEALTH INSURANCE	12,728
15-04 WORKERS COMP INSURANCE	1,155
15-06 TRAVEL & SCHOOL	7,500
15-13 LIFE	396
15-14 DENTAL	950
15-20 OVERHEAD HEALTH CARE COST	655
15-98 RETIREE INSURANCE	2,207
TOTAL BENEFITS	67,188
MATERIALS & SUPPLIES	
20-41 SUPPLIES	3,000
TOTAL MATERIALS & SUPPLIES	3,000
OTHER SERVICES & CHARGES	
30-01 UTILITIES	65,000
30-23 UPKEEP OF OTHER PROPERTY	137,000
30-40 CONTRACTUAL	1,045,000
30-85 INSURANCE	4,509
30-86 AUDIT	19,817
TOTAL OTHER SERVICES & CHARGES	1,271,326

(CONTINUED)

FUND: HOSPITAL AUTHORITY (425)
DEPARTMENT: DISCRETIONARY 9050
DEPARTMENT HEAD: TIM LYON
PAGE TWO

PERMANENT STAFFING	FY 24-25	FY 23-24
Grants Manager	0.10	0.10
City Attorney	0.20	0.20
Executive Secretary	0.20	0.20
Trust General Manager	0.25	0.25
Asst. City Manager	0.10	0.10
Finance Director	0.10	0.10
Financial Accountant	0.25	0.25
Deputy Finance Director	0.075	0.075
TOTAL	1.275	1.275

Moved .075 Deputy Finance Director from Finance (010-08) FY 19-20
 Moved .25 Trust General Manager from Gen Gov Sales Tax (009) FY 18-19
 Moved .10 Asst City Manager from Gen Gov Sales Tax (009) FY 18-19
 Moved .10 Finance Director from Finance (010-08) FY 18-19
 Moved .25 Financial Accountant from Finance (010-08) FY 18-19
 Moved .25 Staff Accountant back to Finance (010-08) FY 18-19

PERSONNEL
POSITIONS
SUMMARY:

2017-18 - .825
 2018-19 - 1.2
 2019-20 - 1.275
 2020-21 - 1.275
 2021-22 - 1.275
 2022-23 - 1.275
 2023-24 - 1.275
2024-25 - 1.275

CAPITAL OUTLAY	
40-02 EQUIPMENT	500,000
40-05 UTILITY IMPROVEMENTS	500,000
40-08 PROJECTS TO BE APPROVED	5,000,000
TOTAL CAPITAL OUTLAY	6,000,000

TRANSFERS OUT	
80-52 SOONER ROSE TIF (352)	324,403
TOTAL TRANSFERS OUT	324,403

TOTAL DEPARTMENT REQUEST 7,858,051

DISCRETIONARY 06/30/2024 ESTIMATED	
Cash & Investment	17,382,501
FUND BALANCE	17,382,501

DISCRETIONARY 06/30/2025 ESTIMATED	
Cash & Investment	11,552,184
FUND BALANCE	11,552,184

CONTRACTUAL (30-40) FY 24-25	
Contractual	1,000,000
Placer AI Services	25,000
Plan Review & 3rd Party Inspections	20,000
TOTAL	1,045,000

CAPITAL OUTLAY FY 24-25	
Equipment	500,000
Utility Property	500,000
Projects to be approved	5,000,000
TOTAL	6,000,000

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL	
CARBURETOR ALLEY	950,000
EQUIPMENT	500,000
UTILITY PROPERTY	500,000
CENTRILLIUM RAIL SWITCH	1,150,000
PROJECTS TO BE APPROVED	6,000,000
TOTAL	9,100,000

FUND: HOSPITAL AUTHORITY (425)
 DEPARTMENT: MISC. 9060
 DEPARTMENT HEAD: TIM LYON

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	
BENEFITS	-	10,000	-	10,000
HOS. AUTH. EXP-RETAINER	115,000	122,500	122,500	122,500
OTHER SERVICES & CHARGES	-	165,000	150,000	200,000
CAPITAL OUTLAY	125,799	5,006,332	5,006,332	700,000
TOTAL	240,799	5,303,832	5,278,832	1,032,500

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	
MISCELLANEOUS	1,017,501	1,030,000	1,030,001	1,030,000
INTEREST REVENUE	194	200	200	200
TOTAL	1,017,695	1,030,200	1,030,201	1,030,200

BUDGETARY	BUDGET			FUND	
FUND BALANCE:	FUND BAL.	REVENUES	EXPENSES	BALANCE	
6/30/2021	9,244,883	1,309,988	473,155	10,081,716	6/30/2022
6/30/2022	10,081,716	1,017,695	240,799	10,858,612	6/30/2023
6/30/2023	10,858,612	1,030,201	5,278,832	6,609,981	6/30/2024 - EST
6/30/2024	6,609,981	1,030,200	1,032,500	6,607,681	6/30/2025 - EST

CAPITAL OUTLAY FY 23-24 ESTIMATED ACTUAL

AMER GLASS RAIL SWITCH	2,000,000
MAC SEWER LINE	751,185
15TH - LYNN FRY TO ANDERS	77,026
SR3 PUBLIC IMPROVEMENTS	179,179
29TH STREET WIDENING	20,658
MID AMERICA PARK	331,501
RESURFACE 29TH ST/MWBLVD	846,783
COMMUNITY CENTER SIDEWALK	50,000
PROJECTS TO BE APPROVED	750,000
TOTAL	5,006,332

FINAL BUDGET 2024-2025

MISC (90-60)	
BENEFITS	
15-06 TRAVEL	10,000
TOTAL BENEFITS	10,000
HOSPITAL AUTHORITY EXPENSE	
29-13 RETAINER	122,500
TOTAL HOSPITAL AUTHORITY EXPENSE	122,500
OTHER SERVICES AND CHARGES	
30-23 UPKEEP REAL PROPERTY	100,000
30-40 CONTRACTUAL	100,000
TOTAL OTHER SERVICES AND CHARGES	200,000
CAPITAL OUTLAY	
40-06 INFRASTRUCTURE	200,000
40-08 CONTINGENCIES	500,000
TOTAL CAPITAL OUTLAY	700,000
TOTAL DEPARTMENT REQUEST	1,032,500

MISC 06/30/2024 ESTIMATED

Cash & Investment	3,170,177
Land Held for Economic Development	3,439,804
FUND BALANCE	6,609,981

MISC 06/30/2025 ESTIMATED

Cash & Investment	3,167,877
Land Held for Economic Development	3,439,804
FUND BALANCE	6,607,681

CONTRACTUAL (30-40) FY 24-25

Miscellaneous	100,000
TOTAL	100,000

CAPITAL OUTLAY FY 24-25

Resurface 29th St to Midwest Blvd	200,000
Projects to be approved	500,000
TOTAL	700,000

FUND: HOSPITAL AUTHORITY (425)
 DEPARTMENT: HOSPITAL AUTHORITY GRANTS (9080)
 DEPARTMENT HEAD: TIM LYON

FINAL BUDGET 2024-2025

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	2024-25
OTHER SERVICES & CHARGES	557,267	556,598	556,598	595,154
TOTAL	557,267	556,598	556,598	595,154

HOSPITAL AUTHORITY GRANTS (90-80)	
OTHER SERVICES AND CHARGES	
30-11 GRANTS	595,154
TOTAL OTHER SERVICES & CHARGES	595,154
TOTAL DEPARTMENT REQUEST	595,154

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2022-23	BUDGET 2023-24	ACTUAL 2023-24	2024-25
MISCELLANEOUS	0	-	6,310	-
TRANSFER INTRA-IN <small>(25% OF 2% MARKET VAL)</small>	515,512	556,598	556,598	595,154
TOTAL	515,512	556,598	562,908	595,154

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
	152,847	633,082	650,258	135,671	6/30/2021
	135,671	515,512	557,267	93,916	6/30/2022
	93,916	562,908	556,598	100,227	6/30/2023
	100,227	595,154	595,154	100,227	6/30/2024 - EST 6/30/2025 - EST

CAPITAL OUTLAY - ALL FUNDS
Request for Fiscal Year 2024-2025

Department	Project Description	FY 24-25 Request	PROJECT	ACCOUNT
(009) City Manager	Misc Equipment	10,000		40-02
		10,000		
(009) Neighborhood Services	1/2 Ton Ext Cab 4x4 Truck	50,000		40-01
(009) Neighborhood Services	Ice Machine Replacement	5,500		40-02
(009) Neighborhood Services	Replace Flooring in 4 Meeting Rooms	15,000		40-14
		70,500		
(009) Information Technology	Bulk SAN & Server License	217,016		40-49
(009) Information Technology	Access Control	30,000		40-49
(009) Information Technology	Vehicle Lights & Safety Equipment	20,000		40-01
(009) Information Technology	Broadcast System	30,000		40-50
		297,016		
(009) Engineering & Const Svc	4WD Extended Cab Pickup	55,000		40-01
(009) Engineering & Const Svc	3 Air Handler Unit Replacements	285,000		40-02
(009) Engineering & Const Svc	Small SUV	43,000		40-01
(009) Engineering & Const Svc	1st Floor Tile Replacement	30,000		40-14
(009) Engineering & Const Svc	Study Electrical Service & Master Plan	25,000		40-14
(009) Engineering & Const Svc	Sidewalk Reconstruction	100,000		40-06
(009) Engineering & Const Svc	Remodel South Vestibule Outside Council Chamber	7,000		40-14
		545,000		
(009) Senior Center	Color Printer/Scanner	6,000		40-02
(009) Senior Center	Handicapped BR Remodel	50,000	552004	40-14
		56,000		
SUBTOTAL (009) CAPITAL OUTLAY		978,516		
(013) Street & Alley	Infrastructure	470,000	092403	40-06
(013) Street & Alley	Infrastructure Other Than Building	50,000		40-15
		520,000		
(014) Technology	Various Tools for IT Department	35,000		40-02
		35,000		

CAPITAL OUTLAY - ALL FUNDS
Request for Fiscal Year 2024-2025

Department	Project Description	FY 24-25 Request	PROJECT	ACCOUNT
(021) Police	Patrol Vehicles (8 Tahoes, 2 Trucks)	534,200		40-01
(021) Police	Detective Vehicle (1)	32,000		40-01
(021) Police	SIU Vehicle (1)	32,000		40-01
(021) Police	Equipment for Patrol Vehicles (10)	454,750		40-01
(021) Police	Detective Vehicle UP Fit	3,000		40-01
(021) Police	Radio Tower at Hospital (1/2 funded by Fire)	200,000		40-02
(021) Police	Wrought-Iron Fencing/Gate Around Police Bay	75,000		40-15
(021) Police	Bait Car Camera System	6,995		40-02
(021) Police	Bulk SAN & Server License	372,738		40-49
		1,710,683		
(041) Fire Department	Radio Tower at Hospital (1/2 funded by Police)	200,000		40-02
(041) Fire Department	Station Concrete Work	150,000		40-15
(041) Fire Department	Flat Roof Coating	70,000		40-14
(041) Fire Department	Hose Dryers	26,000		40-02
(041) Fire Department	Training Center SCBAs	34,974		40-02
(041) Fire Department	5 Yr Apparatus Recapitalization	200,000		40-01
(041) Fire Department	Bulk SAN & Server License	41,415		40-49
		722,389		
(045) Welcome Center	Debris Blower	12,000		40-02
(045) Welcome Center	Gator TX Turf	15,000		40-02
(045) Welcome Center	Rotary Brush Mower	9,000		40-02
(045) Welcome Center	Trail Cutting Edge Blade	6,000		40-02
		42,000		
(061) Storm Water Quality	Safety Storage Locker	10,000		40-02
(061) Storm Water Quality	1/2 Ton 4x4 Extended Cab Truck	55,000		40-01
(061) Storm Water Quality	Multiparameter Water Quality Meter	9,600		40-02
(061) Storm Water Quality	3/4 Ton 4x4 Extended Cab Truck	75,000		40-01
(061) Storm Water Quality	IDEXX Quanti-Tray Sealer	6,000		40-02
(061) Storm Water Quality	CCTV Inspection Unit	15,977	612101	40-02
		171,577		

CAPITAL OUTLAY - ALL FUNDS
Request for Fiscal Year 2024-2025

Department	Project Description	FY 24-25 Request	PROJECT	ACCOUNT
(065) Dedicated Tax 2012	Pool Liner (3 Yr Funding) (23)	120,000	232301	40-06
(065) Dedicated Tax 2012	Trail Lighting (06)	80,000		40-06
		200,000		
(070) Emergency Operations	Remodel	6,500		40-14
(070) Emergency Operations	Pro Q & A Software for EMD	9,396	212401	40-50
(070) Emergency Operations	Scheduling Software	6,000		40-50
(070) Emergency Operations	A/C Condensor-Heater	17,500		40-02
		39,396		
(075) Public Works Authority	Bldg A PWA Offices Renovation	95,000	302204	40-14
(075) Public Works Authority	Bulk SAN & Server License	82,831		40-49
		177,831		
(080) Fleet Services	Service Truck (Multi Yr Funding)	60,000	252201	40-01
(080) Fleet Services	ADA Wall Mounted Vertical Lift Platform	25,000	252401	40-07
(080) Fleet Services	Shop Equipment	10,000		40-02
(080) Fleet Services	Diagnostic Scan Tools	7,500		40-02
		102,500		
(123) Parks & Recreation	Park Master Plan	250,000		40-06
(123) Parks & Recreation	Mid-America Security Cameras	40,000		40-02
(123) Parks & Recreation	Tennis & Basketball Court Resurface & Upgrade	100,000		40-15
(123) Parks & Recreation	Mid-America Basketball Court	400,000		40-06
(123) Parks & Recreation	Light Barn Extension	200,000		40-07
(123) Parks & Recreation	Safety Fence (Split with Fund 197)	25,000		40-15
(123) Parks & Recreation	Spirit Playground	200,000	232301	40-06
		1,215,000		

CAPITAL OUTLAY - ALL FUNDS
Request for Fiscal Year 2024-2025

Department	Project Description	FY 24-25 Request	PROJECT	ACCOUNT
(157) Capital Improvements	29th St Bridge Engineering	439,000	692202	40-06
(157) Capital Improvements	Air Depot - SE 15th to Reno	185,000		40-06
(157) Capital Improvements	SE 29th - Douglas to Westminster	154,000		40-06
(157) Capital Improvements	SE 15th Hiwassee Drainage	75,000		40-06
(157) Capital Improvements	Stripe Phase 6	35,000		40-06
(157) Capital Improvements	Reno / Glenhaven Signal Improvement	215,000		40-06
(157) Capital Improvements	Sooner Road RR Crossing Repair	75,000		40-06
(157) Capital Improvements	Resurface Shared CL Roads	60,000		40-06
(157) Capital Improvements	Signal Phase 7	35,000		40-06
(157) Capital Improvements	Drainage Infrastructure Repairs	500,000		40-06
(157) Capital Improvements	Maple Drive / MW HS Pipe Replacement	175,000		40-06
(157) Capital Improvements	Neighborhood Walmart Drainage Flume	250,000		40-06
(157) Capital Improvements	Swr Line Ext 29 & Douglas (Original in Fund 194)	276,192	921501	40-06
(157) Capital Improvements	NE 23rd Sdwk Air Depot to SCIP	400,000		40-06
(157) Capital Improvements	Mid Block School Flashers, Post Road	50,000		40-06
(157) Capital Improvements	Air Depot - SE 15th to Reno Utility	500,000		40-06
		3,424,192		
(172) Capital Water Improvements	590 SN Case Backhole	55,000	492304	40-02
(172) Capital Water Improvements	Water Well Rehab	150,000		40-05
(172) Capital Water Improvements	SCADA Improvements	300,000		40-05
(172) Capital Water Improvements	Tractor W/FEL & Boom Mower	150,000	422207	40-02
(172) Capital Water Improvements	Contingencies	100,000		40-08
		755,000		
(178) System Improvements	Roof at Water Plant (Multi Yr Funding)	400,000	421602	40-05
(178) System Improvements	Reno Water Line Air Depot to Midwest Blvd	200,000		40-05
(178) System Improvements	Water Line Replacement City Wide	500,000		40-05
(178) System Improvements	Midwest Blvd Water Line RR NE 16th to NE 23rd	100,000		40-05
		1,200,000		

CAPITAL OUTLAY - ALL FUNDS
Request for Fiscal Year 2024-2025

Department	Project Description	FY 24-25 Request	PROJECT	ACCOUNT
(187) Utility Services	Flooring	10,000		40-14
		10,000		
(188) Capital Sewer	Phase 1 Hiwassee/Edgewood Lift Station (4330)(Split with Fund 192)	900,000		40-05
(188) Capital Sewer	CCTV Inspection Unit	15,978	612101	40-02
(188) Capital Sewer	Mini Excavator and Trailer (Split with Fund 191)	50,000		40-02
		965,978		
(190) Sanitation	95 Gal Poly Carts	94,000		40-02
(190) Sanitation	18ft Utility Trailer	5,000		40-02
(190) Sanitation	40ft Walking Floor Trailer	140,000		40-02
(190) Sanitation	Repair and Rebuild Dumpsters	80,000		40-02
(190) Sanitation	Concrete Pad Barn Extension	7,600	412405	40-14
(190) Sanitation	Office Remodel	5,000		40-14
(190) Sanitation	Automated Vehicle Location System Software	200,000		40-50
		531,600		
(191) Water	Repl 15 Ton Air Unit/Heat (4210)	103,200	422206	40-02
(191) Water	6 High SVC Pump Refurb/Repl (4210)	29,625	422208	40-02
(191) Water	100 KW Generator (Multi Yr Funding) (4210)	15,600		40-02
(191) Water	500 KW Generator (Multi Yr Funding) (4210)	41,000		40-02
(191) Water	2 Automatic Flushing Stations (4210)	15,000		40-02
(191) Water	Pickup (4230)	50,000		40-01
(191) Water	Meter Tech Pickup (4230)	40,000		40-01
(191) Water	Mini Excavator and Trailer (4230) (Split with Fund 188)	50,000		40-02
(191) Water	Electronic Utility Locator (4230)	8,200		40-02
(191) Water	Water Meters and Components (4230)	85,000		40-05
(191) Water	AMI Recapitalization (Multi Yr Funding) (4230)	1,300,000		40-05
(191) Water	Outdoor Cabinets AC Replacement (4230)	30,000		40-15
		1,767,625		

CAPITAL OUTLAY - ALL FUNDS
Request for Fiscal Year 2024-2025

Department	Project Description	FY 24-25 Request	PROJECT	ACCOUNT
(192) Sewer	Pump Replacement (4310)	100,000		40-02
(192) Sewer	Variable Frequency Drive Replacement (4310)	60,000		40-02
(192) Sewer	AWD Small SUV Vehicle Replacement (4310)	35,000		40-01
(192) Sewer	Compost Spreader (4310)	35,000		40-02
(192) Sewer	Laboratory Incubator (4310)	18,000		40-02
(192) Sewer	Automatic Sampler w/Refrigerator (4310)	15,000		40-02
(192) Sewer	Zero Turn Mower (4310)	15,000		40-02
(192) Sewer	Golf Cart Replacement (4310)	7,200		40-02
(192) Sewer	DO Probe and Controller (4310)	8,500		40-02
(192) Sewer	1 Ton Ser Truck (4310)	30,000	432408	40-01
(192) Sewer	Front End Loader (Multi Year Funding) (4310)	82,000		40-02
(192) Sewer	Scada Software Upgrade (4310)	25,000		40-50
(192) Sewer	CCTV Inspection Unit Lease (4330)	21,303	612101	40-02
(192) Sewer	(2) Nozzle Cameras (4330)	24,000		40-02
(192) Sewer	HD Flusher Truck (Multi Year Funding) (4330)	125,000		40-02
(192) Sewer	HD Truck (4330)	25,000	432310	40-01
(192) Sewer	1 Ton Truck (Multi Year Funding) (4330)	45,000		40-01
(192) Sewer	Phase 1 Hiwassee/Edgewood Lift Station (4330)(Split with Fund 188)	900,000		40-05
		1,571,003		
(196) FF & E Reserve	To Be Determined	100,000		40-08
		100,000		
(197) Golf	UTV W/ Slide-In Spray Rig (4710)	50,000		40-02
(197) Golf	Utility Cart (4710)	10,000		40-02
(197) Golf	Backhoe Attachment (4710)	12,000		40-02
(197) Golf	Safety Fence (4710) (Split with Fund 123)	25,000		40-15
(197) Golf	Used Gator (4810)	12,000		40-02
(197) Golf	Pull Behind 5 Gang Mower (4810)	20,000		40-02
(197) Golf	Used Tee Mower (4810)	20,000		40-02
		149,000		
(220) Animals Best Friend	Chevy 2500 4wd Crew Cab with 6.5 Bed	59,000		40-01
(220) Animals Best Friend	Ricoh IM C4510 Copier	7,800		40-02
		66,800		

CAPITAL OUTLAY - ALL FUNDS
Request for Fiscal Year 2024-2025

Department	Project Description	FY 24-25 Request	PROJECT	ACCOUNT
(353) Eco Dev Auth	NW 23rd WL Spencer-Douglas (Split with Fund 172)	87,054	492308	40-05
(353) Eco Dev Auth	SCIP Signs	70,000		40-05
		157,054		
(425) Hospital Authority - 9010	Medical District Utilities	2,000,000	902401	40-05
(425) Hospital Authority - 9010	Hospital District	2,000,000	902301	40-06
(425) Hospital Authority - 9050	Equipment	500,000		40-02
(425) Hospital Authority - 9050	Utility Property	500,000		40-05
(425) Hospital Authority - 9050	Projects to be Approved	5,000,000		40-08
(425) Hospital Authority - 9060	Resurface 29th St to Midwest Blvd	200,000	902202	40-06
(425) Hospital Authority - 9060	Projects to be Approved	500,000		40-08
		10,700,000		
GRAND TOTAL CAPITAL OUTLAY		27,313,144		

**SMALL TOOLS EQUIPMENT - ALL FUNDS
Request for Fiscal Year 2024-2025**

Department	Project Description	FY 24-25 Request	PROJECT
(009) City Manager	Computers	10,600	
		10,600	
(009) Finance	Computers and Laptop	6,000	
		6,000	
(009) Street Department	Plate Compactor	3,500	
(009) Street Department	Skid Sprayer	3,000	
(009) Street Department	Rorotiller	3,000	
		9,500	
(009) Court	Maryann Desktop Replacement	1,300	
(009) Court	Court Laptop Replacement	2,000	
		3,300	
(009) Neighborhood Services	9 Computers with wide monitors	13,500	
		13,500	
(009) Information Technology	Computers (10 @ 1500 each)	15000	
(009) Information Technology	Color Laserjet Printer	1000	
		16,000	
(009) Emergency Operations Center	Computer & Monitor for 911 Coordinator	1,500	
		1,500	
(009) Engineering & Const Svc	Computer with Monitor	1,500	
		1,500	
(009) Senior Center	Treadmill	1,500	
		1,500	
	SUBTOTAL (009) SMALL TOOLS & EQUIPMENT	63,400	

SMALL TOOLS EQUIPMENT - ALL FUNDS
Request for Fiscal Year 2024-2025

Department	Project Description	FY 24-25 Request	PROJECT
(021) Police	Ipad (1)	2,000	
(021) Police	Handheld Radios (9)	31,500	
(021) Police	Body Cameras (10)	21,500	
(021) Police	Computers-25 desktop, 4 laptop	25,000	
(021) Police	Fusion Bullet Trajectory Kit (1)	1,000	
(021) Police	MCT Computers for Cars (10)	36,000	
(021) Police	Pole Camera System (1)	2,000	
(021) Police	BlueRidge Armor Ballistic Entry Shields (4)	13,600	
(021) Police	Handheld Radars (11)	12,516	
		145,116	
(030) Police State Seizures	Misc Equipment less than \$5000.	5,000	
		5,000	
(031) Special Police Projects	Misc Equipment less than \$5000.	5,000	
		5,000	
(037) Police Impound Fees	Misc Tools and Equipment less than \$5,000	5,000	
		5,000	
(041) Fire Department	28 sets Bunker Gear	128,800	
(041) Fire Department	4 Computer	4,800	
(041) Fire Department	2 Ipads	2,400	
(041) Fire Department	Appliances	4,500	
(041) Fire Department	8 Recliners	9,600	
		150,100	
(061) Storm Water Quality	Ruggedized Laptop	2,000	
(061) Storm Water Quality	(4) Portable Radios	10,000	
		12,000	
(070) Emergency Operations	(5) ECC Monitors	5,000	
(070) Emergency Operations	Panic Alarm Computer	1,500	
(070) Emergency Operations	(2) 24/7 Heavy Duty Chairs for ECC	7,000	
(070) Emergency Operations	Computer & Monitor for 911 Coordinator	1,500	
		15,000	

**SMALL TOOLS EQUIPMENT - ALL FUNDS
Request for Fiscal Year 2024-2025**

Department	Project Description	FY 24-25 Request	PROJECT
(075) Public Works Authority	Professional Voice Recorder w/Transcription Kit	1,000	
(075) Public Works Authority	Laptop Replacement	2,400	
		3,400	
(080) Fleet Services	6 Computers	9,000	
		9,000	
(187) Utility Services	Laptop	2,000	
		2,000	
(190) Sanitation	Desktop Computer w/Curved Monitor	1,200	
		1,200	
(191) Water	3 CPU w/wide Monitors (4210)	4,500	
(191) Water	3 CPU w/2 Monitors (4210)	3,900	
(191) Water	PH/Fluoride Meter (4210)	2,000	
(191) Water	4 Turbiidimeters (4210)	12,000	
(191) Water	Computer (4230)	1,500	
(191) Water	Ipad Replacement/Repair (4230)	1,600	
		25,500	
(192) Sewer	DO Probe (4310)	3,000	
(192) Sewer	pH Meter (4310)	4,200	
(192) Sewer	Turbidimeter (4310)	4,800	
(192) Sewer	9 CPU w/wide Monitors (4310)	13,500	
(192) Sewer	Ruggedized Laptop Replacement (4310)	2,500	
(192) Sewer	(2) Computer Replacements (4330)	3,000	
		31,000	
(197) Golf	Spreader for Greens	1,200	
(197) Golf	Moisture Meter for Greens	1,300	
(197) Golf	Computer	2,000	
		4,500	
GRAND TOTAL SMALL TOOLS & EQUIPMENT		477,216	



EXECUTIVE SESSION





City Manager
100 N. Midwest Boulevard
Midwest City, OK 73110
tlyon@midwestcityok.org
Office: 405.739.1201
www.midwestcityok.org

MEMORANDUM

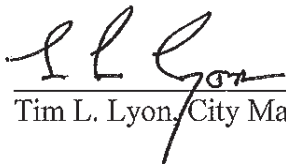
TO: Honorable Mayor and City Council

FROM: Tim Lyon, City Manager

DATE: June 11, 2024

SUBJECT: Discussion, consideration, and possible action to 1) entering into executive session, as allowed under Title 25 Section 307 (B)(4) to discuss confidential communications between a public body and its attorney concerning a pending investigation, claim, or action of the public body with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest regarding review of litigated settlements and attorney general opinion 2024-8 and 2) authorizing the City Manager to take action as appropriate based on discussion.

Appropriate information will be dispersed during executive session.



Tim L. Lyon, City Manager



NEW BUSINESS/
PUBLIC DISCUSSION





FURTHER INFORMATION





Grants Management
100 N. Midwest Boulevard
Midwest City, OK 73110
405.739.1216

TO: Honorable Mayor and City Council

FROM: Terri L. Craft, Grants Manager

DATE: June 11, 2024

RE: Further Information – EECBG Funding Allocation (Grants Management - T. Craft)

As a part of the Infrastructure Investment and Jobs Act (IIJA) of 2021 signed by President Biden, the City of Midwest City was allocated \$117,820 in Department of Energy (DOE) one-time Energy Efficiency and Conservation Block Grant (EECBG) funds for energy efficiency eligible projects. Two options were available to receive funding, the traditional grant award route or an equipment voucher reimbursement route. Midwest City made application to use the funds for HVAC upgrades in the city hall building and it was approved by DOE for a rebate voucher reimbursement on April 9, 2024.

There is not a grant award document to bring to council, however, reimbursement will be received by the city upon completion of the work and paid invoice documentation. The council approved the total contract award of the HVAC upgrade to Innovative Mechanical at the last city council meeting on May 28, 2024 in the amount of \$374,000.

Terri L. Craft
Grants Manager



MUNICIPAL AUTHORITY AGENDA

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

June 11, 2024 – 6:01 PM

Presiding members: Chairman Matthew Dukes	City Staff:	
Trustee Susan Eads	Trustee Marc Thompson	General Manager Tim Lyon
Trustee Pat Byrne	Trustee Sara Bana	Secretary Sara Hancock
Trustee Rita Maxwell	Trustee Rick Favors	Authority Attorney Don Maisch

- A. CALL TO ORDER.
- B. CONSENT AGENDA. These items are placed on the Consent Agenda so the Trustees, by unanimous consent, can approve routine agenda items by one motion. If any Trustee requests to discuss an item(s) or if there is not a unanimous consent, then the item(s) will be removed and heard in regular order.
1. Discussion, consideration, and possible action to approve the May 28, 2024 meeting minutes. (Secretary - S. Hancock)
 2. Discussion, consideration, and possible action approving renewing contracts without modifications for FY 2024-2025 with Azteca Systems, LLC for Cityworks maintenance in the amount of \$178,231.20 and Central Square for Naviline maintenance in the amount of \$122,730.54. (Information Technology - A. Stephenson)
- C. DISCUSSION ITEMS.
1. Public hearing with discussion, consideration and possible action on a resolution of the Midwest City Municipal Authority approving its budget for Fiscal Year 2024-2025 in the amount of \$51,669,418. (Finance - T. Cromar)
 2. Discussion, consideration, and possible action of approving Work Order No. 2400683 to the Master Services Agreement with Garver, LLC, in the amount of \$174,892 to provide engineering services related to the Edgewood Lift Station Interim Improvements. (Public Works - R. Streets)
- D. NEW BUSINESS/PUBLIC DISCUSSION. In accordance with State Statue Title 25 Section 311. Public bodies - Notice. A-9, the purpose of the "New Business" section is for action to be taken at any Council/Authority/Commission meeting for any matter not known about or which could not have been reasonably foreseen 24 hours prior to the public meeting. The purpose of the "Public Discussion" section of the agenda is for members of the public to speak to the Authority on any subject not scheduled on the regular agenda. The Authority shall make no decision or take any action, except to direct the City Manager to take action, or to schedule the matter for discussion at a later date. Pursuant to the Oklahoma Open Meeting Act, the Authority will not engage in any discussion on the matter until that matter has been placed on an agenda for discussion. **THOSE ADDRESSING THE AUTHORITY ARE REQUESTED TO STATE THEIR NAME AND ADDRESS PRIOR TO SPEAKING TO THE AUTHORITY.**
- E. ADJOURNMENT.



CONSENT AGENDA



Notice for the Midwest City Municipal Authority meeting was filed for the calendar year with the City Clerk of Midwest City. Public notice of this agenda was accessible at least 24 hours before the meeting at City Hall and on the Midwest City website (www.midwestcityok.org).

Midwest City Municipal Authority Minutes

May 28, 2024

This meeting was held in the City Hall Council Chambers at City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma.

Chairman Matt Dukes called the meeting to order at 7:24 PM with the following member present:

Trustee Susan Eads	Trustee Marc Thompson	General Manager Tim Lyon
Trustee Pat Byrne	Trustee Sara Bana	Secretary Sara Hancock
Trustee Rita Maxwell	Trustee Rick Favors	Authority Attorney Don Maisch

CONSENT AGENDA. Byrne made a motion to approve the consent agenda, seconded by Eads. Voting Aye: Eads, Byrne, Maxwell, Thompson, Bana, Favors and Dukes. Nay: None. Motion carried.

1. Discussion, consideration, and possible action to approve the April 23, 2024 meeting minutes.
2. Discussion, consideration and possible action of approving supplemental budget adjustments to the following fund for FY 2023-2024, increase: Capital Sewer Improvements Fund, expenditures/Sewer Improvements (44) \$27,510.
3. Discussion, consideration and possible action of declaring a 2005 Chevrolet 3500 Truck VIN #1GBJC34U85E293266 as surplus and authorizing its disposal by sealed bid, public auction, or by other means as necessary.
4. Discussion, consideration and possible action of declaring a 2005 Chevy Colorado VIN #1GBDS14E898126178 as surplus and authorizing its disposal by sealed bid, public auction, or by other means as necessary.

NEW BUSINESS/PUBLIC DISCUSSION. There was no new business or public discussion.

ADJOURNMENT.

There being no further business, Chairman Dukes adjourned the meeting at 7:29 PM.

ATTEST:

MATTHEW D DUKES II, Chairman

SARA HANCOCK, Secretary



Information Technology
100 N. Midwest Boulevard
Midwest City, OK 73110
Office 405.739.1374
Fax 405.869.8602

MEMORANDUM

TO: Honorable Mayor and Council

FROM: Allen Stephenson, Information Technology Director

DATE: June 11, 2024

SUBJECT: Discussion, consideration, and any possible action of approving renewing contracts without modifications for FY 2024-2025 with Azteca Systems, LLC for Cityworks maintenance in the amount of \$178,231.20 and Central Square for Naviline maintenance in the amount of \$122,730.54.

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 available in the city clerk's office for your convenience.

Sincerely,

Allen Stephenson, Information Technology Director



Azteca Systems, LLC - Cityworks
 11075 S State St, Suite 24 | Sandy, UT 84070
 801-523-2751 | Fax # 801-523-3734

Quote Number Q-36154-1
 Created Date 4/29/2024

Contact Information

Contact Name:	Allen Stephenson	Prepared By Name:	Kristi Ross
Customer:	Midwest City (OK), City of	Prepared By Phone:	(916) 294-2234
Contact Address:	Community Development 100 N Midwest Blvd Midwest City, OK 73110	Prepared By Email:	kristi_ross@trimble.com

Quote Lines

Product Name	Quantity	Net Unit Price
AMS ELA Premium	1.00	USD 89,115.60
Respond - AMS	1.00	USD 0.00
Mobile Native Apps (iOS/Android) - AMS	1.00	USD 0.00
Storeroom	1.00	USD 0.00
Equipment Checkout	1.00	USD 0.00
Contracts	1.00	USD 0.00
Cityworks for Excel	1.00	USD 0.00
Cityworks Analytics - AMS	1.00	USD 0.00
eURL - AMS	1.00	USD 0.00
Operational Insights	1.00	USD 0.00
Workload - AMS	1.00	USD 0.00
Web Hooks - AMS	1.00	USD 0.00
CCTV Interface for PACP	1.00	USD 0.00
Pavement Management	1.00	USD 0.00
Service Request API	1.00	USD 0.00
Citizen Engagement API	1.00	USD 0.00
Work Order API - Basic	1.00	USD 0.00
Work Order API - Extended	1.00	USD 0.00
Inspection API	1.00	USD 0.00
Metrics API	1.00	USD 0.00
Storeroom API	1.00	USD 0.00
PLL ELA Premium	1.00	USD 89,115.60
Respond - PLL	1.00	USD 0.00
Mobile Native Apps (iOS/Android) - PLL	1.00	USD 0.00

Product Name	Quantity	Net Unit Price
eURL - PLL	1.00	USD 0.00
Public Access - PLL	1.00	USD 0.00
Cityworks Analytics - PLL	1.00	USD 0.00
PLL Public Access API	1.00	USD 0.00
Case API - Basic	1.00	USD 0.00
Case API - Extended	1.00	USD 0.00
TOTAL:		USD 178,231.20

Maintenance Start Date: 7/1/2024 Maintenance End Date: 6/30/2025

Quote Notes:

Terms and Conditions

Payment Terms

Payment due within 30 days

IF YOUR ORGANIZATION REQUIRES A PURCHASE ORDER, PLEASE CONTACT YOUR FINANCE DEPARTMENT TO BEGIN THE APPROVAL PROCESS TO AVOID PAYMENT DELAYS.

All quotations are valid for ninety-days (90) from the date above, unless otherwise stated in this quotation form. All prices quoted are in USD, unless specifically provided otherwise, above. These prices and terms are valid only for items purchased for use and delivery for the Customers listed above.

Unless otherwise referenced, this quotation is for the Cityworks software products referenced above only. Pricing for implementation services (installation, configuration, training, etc.), or other software applications is provided separately and upon request.

The procurement, installation and administration of the Esri software or any other third-party software utilized in conjunction with Cityworks will be the responsibility of the Customer.

For "on-prem" installations, the procurement, installation and administration of the RDBMS utilized in conjunction with Cityworks will be the responsibility of the Customer. Currently, Cityworks supports Oracle and SQL Server. The procurement, installation and administration of the infrastructure (hardware and networking) utilized in conjunction with Cityworks will be the responsibility of the Customer.

This quotation and the pricing information herein is confidential and proprietary and may not be copied or released other than for the express purpose of the current system Software and Product selection and purchase. This information may not be given to outside parties or used for any other purpose without written consent from Azteca Systems, LLC or unless otherwise specifically permitted by law. If a "public access" or similar request is made, Customer, shall notify Azteca Systems, prior to any disclosure.

Software Licensing

All Azteca Systems software offered in this quotation are commercial off-the-shelf (COTS) software developed at private expense, and is subject to the terms and conditions of the signed "Cityworks Software License and Maintenance Agreement" ("Agreement") and any and all addendums or amendments thereto. A fully executed copy of the Agreement and any addendum(s) is required before delivery and installation and usage of the software is subject to the terms of the current license agreement.

The terms and conditions of the executed Cityworks Software License Agreement apply to this Quote unless otherwise specifically stated herein. Any additional or conflicting terms set forth in any purchase orders, invoices, or other standard form documents exchanged during the ordering process, other than product descriptions, quantities, pricing, and dates are void and of no effect.

Delivery method is by way of download through Azteca Systems, LLC. customer support web portal.

Taxes

Prices quoted do not include any applicable state, sales, local, or use taxes unless so stated. In preparing your budget and/or Purchase Order, please allow for any applicable taxes, including, sales, state, local or use taxes as necessary. Azteca Systems reserves the right to collect any applicable sales, use or other taxes tax assessed by or as required by law. Azteca Systems reserves the right to add any applicable tax to the invoice, unless proof with the order is shown that your organization or entity is tax exempt or if it pays any applicable tax directly.

International Customers

These items are controlled by the U.S. government and authorized for export only to the country of ultimate destination for use by the ultimate consignee or end-user(s) herein identified. They may not be resold, transferred, or otherwise disposed of, to any other country or to any person other than the authorized ultimate consignee or end-user(s), either in their original form or after being incorporated into other items, without first obtaining approval from the U.S. government or as otherwise authorized by U.S. law and regulations.

Your signature indicates your acceptance of this Quote, and that you have read and accepted the Terms and Conditions set forth above.

Accepted by:

Title

_____/_____/_____
Date

Renewal Order #: Q-177284
Start Date: July 1, 2024
End Date: June 30, 2025
Billing Frequency: Monthly
Subsidiary: Superior, LLC**Renewal Order prepared for:**
Matthew Schratwieser, Datacenter Administrator
Midwest City Municipal Auth.
100 North Midwest Blvd.
Midwest City, OK 73110
(405) 869-8684

Thank you for your continued business. We at CentralSquare appreciate and value our relationship and look forward to serving you in the future. CentralSquare provides software that powers over 8,000 communities. More information about all of our products can be found at www.centralsquare.com.

WHAT SOFTWARE IS INCLUDED?

	PRODUCT NAME	QUANTITY	TOTAL
1.	CentralSquare Payments Annual Subscription Fee	1	0.00 USD
2.	Cognos BI: Administrator	1	0.00 USD
3.	Fusion - Subscription	1	0.00 USD
4.	Horizon Cloud for NaviLine	1	121,668.37 USD
5.	Modifications	32	0.00 USD
6.	NaviLine Accounts Receivable	1	0.00 USD
7.	NaviLine Building Permits	1	0.00 USD
8.	NaviLine Business Licenses	1	0.00 USD
9.	NaviLine Cash Receipts	1	0.00 USD
10.	NaviLine Cash Receipts	1	0.00 USD
11.	NaviLine Click2Gov3 Accounts Receivable & Loans Annual Access Fee	1	852.98 USD
12.	NaviLine Click2Gov3 Core	1	0.00 USD
13.	NaviLine Click2Gov3 Customer Information System	1	0.00 USD
14.	NaviLine Cloud Test Environment	1	0.00 USD
15.	NaviLine Customer Information System	1	0.00 USD
16.	NaviLine Document Management Services	1	0.00 USD
17.	NaviLine Fixed Assets	1	0.00 USD
18.	NaviLine GMBA w/Extended Reporting	1	0.00 USD
19.	NaviLine Land/Parcel Mgmt	1	0.00 USD

20.	NaviLine Land/Parcel Mgmt	1	0.00 USD
21.	NaviLine Payroll/Personnel	1	0.00 USD
22.	NaviLine Purchasing/Inventory	1	0.00 USD
23.	NaviLine Time & Attendance Interface-Generic	1	0.00 USD
24.	NaviLine User Interface	1	0.00 USD
25.	NaviLine Web Enablement Annual Maintenance Fee	1	209.19 USD
26.	NaviLine Work Orders/Facility Management	1	0.00 USD

WHAT SERVICES ARE INCLUDED?

	DESCRIPTION	TOTAL
1.	Horizon Cloud for Naviline Cloud Setup Fee	0.00 USD
2.	NaviLine Click2Gov3 Core Cloud Setup Fee	0.00 USD
3.	NaviLine Cloud Test Environment Cloud Setup Fee	0.00 USD
Renewal Order Total:		122,730.54 USD

Billing Information

This is not an invoice. Prices shown do not include any taxes that may apply. Any such taxes are the responsibility of the Customer.

For customers based in the United States or Canada, any applicable taxes will be determined based on the laws and regulations of the taxing authority(ies) governing the Ship To location provided by the Customer on the Renewal Order Form.

Please note that the Total Price shown above has been rounded to the nearest two decimal places for display purposes only. The actual price may include as many as five decimal places. For example, an actual price of \$21.37656 will be shown as a Total Price of \$21.38. The Total for this quote has been calculated using the actual prices for the product and/or service, rather than the Total Price displayed above.



DISCUSSION ITEMS





Midwest City Municipal Authority
100 North Midwest Boulevard
Midwest City, Oklahoma 73110
Office (405) 739-1207/Fax (405) 739-1208
www.midwestcityok.org

MEMORANDUM

To: Honorable Chairman and Trustees

From: Tiatia Cromar, Finance Director

Date: June 11, 2024

Subject: Public hearing with discussion, consideration and possible action on a resolution of the Midwest City Municipal Authority approving its budget for Fiscal Year 2024-2025 in the amount of \$51,669,418.

The budget for fiscal year 2024-2025 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 meeting was May 2nd 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.

Tiatia Cromar
Finance Director

Attachment: Proposed Resolution

RESOLUTION NO. MA2024-_____

A RESOLUTION OF THE MIDWEST CITY MUNICIPAL AUTHORITY ADOPTING ITS BUDGET FOR FISCAL YEAR 2024-2025 IN THE AMOUNT OF \$51,669,418.

WHEREAS, a public hearing was held on June 11th, 2024 for the purpose of receiving citizens' comments, recommendations or information on any part of the proposed budget;

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 2024-2025:

Sanitation (190-4110)	\$ 7,876,108
Utilities – Water (191-4210/4230)	\$ 9,816,261
Utilities – Wastewater (192-4310/4330)	\$ 9,670,497
Hotel/Conference Center (195-40/10-24)	\$ 4,481,798
FF&E (Hotel/Conf Cntr) (196-4010)	\$ 100,000
Golf (197-4710/4810)	\$ 1,629,609
Capital Drainage (060-7210)	\$ 509,429
Storm Water Quality (061-6110)	\$ 1,117,030
Capital Water Improvements (172-49/00-10)	\$ 756,500
System Improvements (178-4200)	\$ 1,202,400
Sewer Backup (184-4310)	\$ 68,285
Utility Services (187-5011)	\$ 1,164,609
Capital Sewer Improvement (188-44/00-10)	\$ 1,067,478
Customer Deposits (230-0000)	\$ 45,030
Debt Service-Revenue Bond (250)	\$ 12,164,384

PASSED AND APPROVED by the Chairman and Trustees of the Midwest City Municipal Authority this 11th day of June, 2024.

MIDWEST CITY MUNICIPAL AUTHORITY

Matthew D. Dukes II, Chairman

ATTEST:

Sara Hancock, Secretary

APPROVED as to form and legality this 11th day of June, 2024.

Donald Maisch, City Attorney



Public Works Administration

8730 S.E. 15th Street,
Midwest City, Oklahoma 73110

Public Works Director
pstreets@midwestcityok.org
(405) 739-1061

Assistant Public Works Director
cevenson@midwestcityok.org
(405) 739-1062

www.midwestcityok.org

To: Honorable Chairman and Trustees

From: R. Paul Streets, Public Works Director

Date: June 11, 2024

Subject: Discussion, consideration, and possible action of approving Work Order No. 2400683 to the Master Services Agreement with Garver, LLC, in the amount of \$174,892 to provide engineering services related to the Edgewood Lift Station Interim Improvements.

On October 25, 2017, the City of Midwest City and Garver, LLC, (Garver) entered into a Master Agreement for Professional Services, Project No. 17078430, through which Garver can perform professional services for significant tasks as outlined in a separate Work Order. On February 27, 2024, City Council and the Midwest City Municipal Authority approved an amendment to the Master Services Agreement that added the Midwest City Municipal Authority as a party to the agreement.

Due to Garver's familiarity with Midwest City's wastewater treatment and collection systems, they were selected to provide professional services necessary for the design of improvements to the Edgewood Lift Station as outlined in the attached Work Order No. 22W02370.

Funds for this project are available in Account # 188 for the Municipal Authority.

Approval is at the discretion of the Authority.

Respectfully,

R. Paul Streets
Public Works Director

Attachment



Work Order No.2400683
to the
Master Agreement
For
Professional Services
Midwest City Municipal Authority
Project No. 2400683

This WORK ORDER (“Work Order”) is made by and between the **Midwest City Municipal Authority** (hereinafter referred to as “**Owner**”) and **Garver, LLC**, (hereinafter referred to as “**Garver**”) in accordance with the provisions of the MASTER AGREEMENT FOR PROFESSIONAL SERVICES executed on October 25, 2017 (the “Agreement”).

Under this Work Order, the Owner intends to **Procure professional services to make improvements to the existing Edgewood Lift Station located within City Limits**. These services will delivered according to the schedule in Exhibit A.

Garver will provide professional services related to these improvements as described herein. Terms not defined herein shall have the meaning assigned to them in the Agreement.

SECTION 1 - SCOPE OF SERVICES

1.1 Garver shall provide the following Services:

1.1.1 See attached Appendix A for Scope of Services.

1.2 In addition to those obligations set forth in the Agreement, Owner shall:

1.2.1 Give thorough consideration to all documents and other information presented by Garver and informing Garver of all decisions within a reasonable time so as not to delay the Services.

1.2.2 Make provision for the Personnel of Garver to enter public and private lands as required for Garver to perform necessary preliminary surveys and other investigations required under the applicable Work Order.

1.2.3 Obtain the necessary lands, easements and right-of-way for the construction of the work. All costs associated with securing the necessary land interests, including property acquisition and/or easement document preparation, surveys, appraisals, and abstract work, shall be borne by the Owner outside of this Agreement, except as otherwise described in the Services under Section 1.1.

1.2.4 Furnish Garver such plans and records of construction and operation of existing facilities, available aerial photography, reports, surveys, or copies of the same, related to or bearing on the proposed work as may be in the possession of Owner. Such documents or data will be returned upon completion of the Services or at the request of Owner.

1.2.5 Furnish Garver a current boundary survey with easements of record plotted for the project property.

1.2.6 Pay all plan review and advertising costs in connection with the project.

1.2.7 Provide legal, accounting, and insurance counseling services necessary for the project and such auditing services as Owner may require.

1.2.8 Furnish permits, permit fees, and approvals from all governmental authorities having jurisdiction over the project and others as may be necessary for completion of the project.

SECTION 2 – PAYMENT

For the Services set forth above, Owner will pay Garver as follows:

TASK	FEE AMOUNT	FEE TYPE
TASK 2 – Preliminary Engineering	\$49,393	LUMP SUM
TASK 3 – Final Design (95%)	\$77,137	LUMP SUM
TASK 4 – Bidding Assistance Services	\$22,462	LUMP SUM
TASK 5 – Construction Phase Services	\$25,400	LUMP SUM
TOTAL FEE	\$174,892	LUMP SUM

The lump sum amount to be paid under this Work Order is \$174,892. Any unused portion of the fee, due to delays beyond Garver's control, will be increased six percent (6%) annually with the first increase effective on or about July 1, 2025.

Additional Services (Extra Work). For services not described or included in Section 2, but requested by the Owner in writing, the Owner will pay Garver as expressly set forth in the applicable Amendment, or in the event the Amendment is silent, for the additional time spent on the Project, at the agreed upon rates for each classification of Garver's personnel (may include contract staff classified at Garver's discretion) plus reimbursable expenses including but not limited to printing, courier service, reproduction, and travel. The agreed upon rates will be increased annually with the first increase effective on or about July 1, 2025.

SECTION 3 – EXHIBITS

- 3.1 The following Appendices are attached to and made a part of this Work Order:
3.1.1 Exhibit A - Scope of Services

This Work Order may be executed in two (2) or more counterparts each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

The effective date of this Work Order shall be the last date written below.

MIDWEST CITY MUNICIPAL
AUTHORITY

GARVER, LLC

By: _____
Signature

By: Mary Elizabeth Mach
Signature

Name: _____
Printed Name

Name: Mary Elizabeth Mach
Printed Name

Title: Chairman

Title: Vice President

Date: _____

Date: May 28, 2024

Attest: _____

Attest: 

EXHIBIT A SCOPE OF SERVICES

GENERAL

The Scope of Services includes professional services necessary for the preliminary design, final design, and other services as noted in this scope of services for the Owner's Edgewood Lift Station project. The scope of work will commence upon work order approval.

Note that survey and geotechnical services are not anticipated for the project nor included in this scope of services. Previous record drawings and field measurements will be utilized as needed for the project. Garver may also mobilize a GEOSLAM scanner to model the existing lift station if needed. The scope of services includes design, bidding, and construction administration services for the following elements:

- Verify the viability of utilizing the pumps previously procured by the Owner for this project. If these pumps are not found to be feasible to meet the Owner's goals, Garver will develop specifications for new pumps.
- Garver will design piping modifications needed to install either the previously procured pumps or newly procured pumps. These modifications are intended to be limited from the wet well wall to the connection to the main discharge header within the lift station, including two new 16" check valves.
- The project will require electrical modifications needed to power the new pumps, as well as add soft starts to the new pumps. No variable frequency drives (VFDs) or generator improvements are anticipated for the project.
- Garver will account for ventilation improvements to bring the lift station up to code for corrosive and/or explosive environments.
- Lift station improvements will connect and integrate into the existing controls, no additional control or automation improvements are planned for the project.

TASK 1 – PROJECT ADMINISTRATION

Garver will complete the following project administration tasks over the duration of the project:

1. Garver will attend one hybrid kick-off meeting, with up to four (4) Garver staff to discuss project objectives, internal and external team, lines of communication, and schedule.
2. Garver will prepare a Project Management Plan (PMP) and Quality Control Plan (QCP) in compliance with Garver project execution standards.
3. Garver will prepare monthly invoicing with percent complete by task and monthly progress reports. Garver will also coordinate meetings between Garver and Owner staff, site visits, and requests for information as detailed in the following tasks.

TASK 2 – PRELIMINARY ENGINEERING

Garver will coordinate with the Owner to obtain the necessary historical information for use in execution of this project (most specifically, the previous Master Planning and hydraulic modeling information by Others to identify the preferred operating point of this lift station). Data review and consolidation will not duplicate previous work with Garver. Data provided to Garver from the Owner is considered accurate and reliable. Garver will complete the following items related to this task.

1. Data Request Log: Garver will develop a data request log with a list of requested data and anticipated schedule of delivery and provide that list to the Owner. Garver will maintain that

data request log throughout the duration of the project.

2. Site Visit – Garver staff will conduct a field visit with up to four (4) Garver Team members to the project site to assess the current pump station from a design perspective. This will involve collecting data on the existing electrical and process equipment and conducting a preliminary evaluation of the structural components. Additionally, Garver will create a 3D model of the existing facility, not including the wetwell, using GeoSLAM technology during the site visit.
3. Data Analysis: Garver will receive, review, compile, and evaluate relevant information provided by the Owner for use in subsequent tasks.

All information provided to Garver by Owner is assumed as correct and accurate.

4. Garver will develop a conceptual alternatives evaluation utilizing the information the Owner provides on existing conditions and projected conditions outlined in the MWC Eastside Assessment Area Wastewater Collection Master Plan Report and Lift Station Evaluation Technical Memorandum (completed by others). Garver will update any information from the completion of those reports if Owner's data suggest changed conditions. It is important to note that the alternative evaluation will be confined to the alternatives presented in the Master Plan and Lift Station Evaluation Technical Memorandum; no additional alternatives will be considered. The alternatives evaluation will be encapsulated in an Engineering Report (ER) that will identify the footprint, equipment, and general operational requirements necessary to make the appropriate improvements to the lift station to meet the current and future demands as detailed in the Master Plan Report.
5. Garver will develop a conceptual level option of probable construction cost (OPCC) for each alternative. The conceptual design OPCCs will be Class 4 estimates as defined by the Association for the Advancement of Cost Engineering (AACE), which is consistent with cost estimates developed for feasibility. The expected accuracy range for planning purposes and/or budget authorization and control. The OPCCs will be used to further rank and prioritize alternatives for each given area.
6. Garver will submit the draft ER compliant with Oklahoma Department of Environmental Quality's (ODEQ) standards and for Owner review and approval. Garver will proceed with Final Design after the Final ER is approved by Owner and ODEQ in writing.
7. Owner's selected alternative and comments agreed to by both Garver and Owner will be incorporated in the conceptual design and engineering report.

TASK 3 – FINAL DESIGN (95%)

Upon receipt of written approval from Owner on Final ER, Garver will begin Final Design. Due to the need for an expedited schedule, Garver will progress directly to Final Design (95%) in lieu of intermediate deliverables. The Final Design phase will represent 95% of the final construction plans, specifications, and contract documents. Garver will prepare construction documents for one (1) construction contract. The Final Design will include the following:

1. 95% Final Design for final construction plans, specification, contract documents, and Owner's "front end" specification.
The Final Drawing Set will include approximately the following drawings:
 - a. General Notes – 8 sheets
 - b. Process and Instrumentation Drawing - 1 Sheets
 - c. Demolition Drawings – 3 Sheets
 - d. Process Mechanical Pumps and Piping Drawings – 7 Sheets

- e. Ventilation Modification Plans – 4 Sheets
 - f. Electrical Modification Plans – 12 sheets
2. Garver will conduct review of the plans through a series of up to four (4) virtual meetings with the Owner as the design progresses.
 3. Final Design Level OPCC (AACE Class 1, -10% to +15%).
 4. Upon submission of the Final Design, Garver will conduct a Final Design workshop with the Owner. Garver will conduct a final field review with the Owner, make needed plan changes as a result of the final field review, and prepare the construction documents as required to advertise for bids. Garver will generate minutes from the meeting that will include review comments from the Owner and notes from the field visit.
 5. Upon direction by Owner, Garver will furnish one (1) electronic submittal package to the Oklahoma Department of Environmental Quality (ODEQ) for permitting, which will include the following:
 - a. ODEQ Engineering Report Form, ER, and Application of Permit to Construct.
 - b. Final Construction Documents.

TASK 4 – BIDDING ASSISTANCE SERVICES

Garver will assist with advertisement and bidding for the project as follows:

1. Garver will prepare advertisement for bids for publication by Owner. Owner will pay advertising costs.
2. Garver will upload the construction contract documents to Garver's planroom for prospective bidders.
3. Garver will coordinate, facilitate (including agenda), and attend one (1) pre-bid conference.
4. Garver will support the contract documents by preparing addenda as appropriate to clarify, correct, or change the bidding documents.
5. Garver will evaluate bids and make a recommendation for award.
6. Garver will prepare one (1) digital and four (4) bound hard copies of conformed contract documents.

TASK 5 – CONSTRUCTION PHASE SERVICES

Garver will assist with the construction phase for the project as follows:

1. The Owner will prepare a Notice to Proceed letter.
2. Garver will attend one (1) pre-construction meeting with Contractor, Owner, and Owner's construction observation or inspection representative. It is assumed that the Owner will schedule the meeting, prepare an agenda, and prepare minutes.
3. Garver will attend up to nine (9) progress/coordination meetings with the Owner/Contractor up to one time per month during construction.
4. Garver will evaluate and respond to construction material submittals and shop drawings. Corrections or comments made by Garver on the shop drawings during this review will not relieve the Contractor from compliance with requirements of the drawings and specifications. The check will only be for review of general conformance with the design concept of the project and general compliance with the information given in the contract documents. The Contractor will be responsible for confirming and correlating all quantities and dimensions,

selecting fabrication processes and techniques of construction, coordinating his work with that of all other trades, and performing his work in a safe and satisfactory manner. Garver's review shall not constitute approval of safety precautions or constitute approval of construction means, methods, techniques, sequences, procedures, or assembly of various components. When certification of performance characteristics of materials, systems or equipment is required by the Contract Documents, either directly or implied for a complete and workable system, Garver shall be entitled to rely upon such submittal or implied certification to establish that the materials, systems, or equipment will meet the performance criteria required by the Contract Documents. Garver will review up to 40 submittals.

5. Garver will report to Owner any noted deviation from construction industry standards. Under request by Owner, Garver does not have daily construction observation or site visit requirements during the construction period.
6. Garver will respond to Request for Information (RFIs) regarding the construction contract documents. Garver will respond to up to 10 RFIs.
7. Garver will, when authorized by the Owner, prepare up to three (3) change orders for approved changes in the work from that originally provided for in the construction contract documents. If redesigned or substantial engineering or surveying is required in the preparation of these change order documents, the Owner will pay Garver an additional fee to be agreed upon by the Owner and Garver.
8. Garver will review up to nine (9) Contractor's progress payment requests based on the actual quantities of contract items completed and accepted and will make recommendation to the Owner regarding payment. Garver's recommendation for payment shall not be representation that Garver has made exhaustive or continuous inspections to (1) check the quality or exact quantities of the work; (2) to review billings from Subcontractors and material suppliers to substantiate the Contractor's right to payment; or (3) to ascertain how the Contractor has used money previously paid to Contractor.
9. Garver will prepare and furnish record drawings based upon a set of redline marked up construction drawings maintained by the Contractor and verified by the Owner during construction observation. Garver is not performing construction observation and assumes all information provided by the Owner and Contractor is correct.
10. Garver will participate in final project inspection, prepare punch list, review final project closing documents, and submit final pay request.

PROJECT DELIVERABLES

The following will be submitted to the Owner, or others as indicated, by Garver in digital (PDF) format:

- A. Draft and Final Engineering Report
- B. Draft and Final 95% Design
- C. Final ODEQ Submittal
- D. Bidding Documents
- E. Conformed Documents – four (4) full bound copies.
- F. Record Drawings
- G. Digital (PDF) submittals of meeting minutes and workshop presentations
- H. Construction documents (RFIs, Pay Apps, Submittals, etc.)
- I. Electronic files as requested.

EXTRA WORK

The following items are not included under this agreement and will be considered Extra Work:

- A. Hydraulic modeling or Master Plan updates
- B. Survey services of any kind.
- C. Geotechnical services of any kind.
- D. Environmental Information Document or environmental services.
- E. Asbestos investigation or remediation plan.
- F. Construction materials testing.
- G. Construction observation.
- H. Easement coordination or easement documents.
- I. SSES, I&I analysis, and/or sewer system survey.
- J. Design of improvements outside of the footprint of the existing Edgewood Lift Station.
- K. Utility relocation coordination or design.
- L. Hydraulics and hydrology for floodway No-Rise Certification and Individual 404 permit.
- M. Redesign for the Owner's convenience or due to changed conditions after previous alternate direction and/or approval.
- N. Submittals or deliverables in addition to those listed herein.
- O. Preparation of a Storm Water Pollution Prevention Plan (SWPPP).
- P. Floodplain delineation and coordination with FEMA and preparation/submittal of a CLOMR and/or LOMR.
- Q. Perform work on an application for a new discharge permit or a major permit amendment.
- R. Water or wastewater quality modeling.
- S. Prepare to serve or serve as an expert witness on behalf of Owner.
- T. Provide technical or procedural support if proposed permit amendment is protested.
- U. Warranty Assistance.

Extra Work will be as directed by the Owner in writing for an additional fee as agreed upon by the Owner and Garver.

SCHEDULE

Garver will begin work under this Agreement within ten (10) days of a Notice to Proceed and will complete the work in accordance with the schedule below:

<u>Phase Description</u>	<u>Calendar Days</u>
Draft Engineering Report	30 days from Notice to Proceed
Final Design Workshop	30 days from approval of ER
Bidding Services	45 days from Owner acceptance of Final Design
Construction Phase Services	180 days from Notice to Proceed to Construct



NEW BUSINESS/
PUBLIC DISCUSSION





MEMORIAL HOSPITAL AUTHORITY AGENDA

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

June 11, 2024 – 6:02 PM

Presiding members: Chairman Matthew Dukes	City Staff:	
Trustee Susan Eads	Trustee Marc Thompson	General Manager Tim Lyon
Trustee Pat Byrne	Trustee Sara Bana	Secretary Sara Hancock
Trustee Rita Maxwell	Trustee Rick Favors	Authority Attorney Don Maisch

A. CALL TO ORDER.

B. CONSENT AGENDA. These items are placed on the Consent Agenda so the Trustees, by unanimous consent, can approve routine agenda items by one motion. If any Trustee requests to discuss an item(s) or if unanimous consent is not received, then the item/s will be removed and heard in regular order.

1. Discussion, consideration, and possible action to approve the May 28, 2024 meeting minutes. (Secretary - S. Hancock)
2. Discussion, consideration, and possible action of 1) accepting the FY 2023-2024 Year-End Report of the Trust Board of Grantors; and 2) approving the FY 2024-2025 Community Improvement Grant Program documents and schedule. (City Manager - T. Lyon)
3. Discussion, consideration, and possible action of approving an Ancillary Agreement with Sooner Town Center, LLC and Sooner Town Center II, LLC. (D. Maisch – City Attorney).

C. DISCUSSION ITEMS.

1. Discussion and update by SSM regarding status of improvements and operations at St. Anthony's Midwest Hospital. No action is necessary; this item is presented for informational and discussion purposes only. (City Manager, T. Lyon)
2. Discussion, consideration, and possible action of re-appointing Amber Moody as the Mayor representative on the Midwest City Memorial Hospital Authority Trust Board of Grantors for a second four-year term ending on May 11, 2028. (City Manager - T. Lyon)
3. Discussion, consideration, and possible action of appointing Megan Bain as the Ward 5 representative on the Midwest City Memorial Hospital Authority Trust Board of Grantors for a four-year term ending on May 23, 2028. (City Manager - T. Lyon)

Continued.

4. Discussion, consideration, and possible action of appointing Chris Cooney as the Ward 1 representative on the Midwest City Memorial Hospital Authority Trust Board of Grantors for a four-year term ending on June 10, 2028.
5. Public hearing with discussion, consideration and possible action on a resolution of the Midwest City Memorial Hospital Authority approving its budget for Fiscal Year 2024-2025 in the amount of \$7,858,051 for the Discretionary, \$6,760,866 for the Compounded Principal, \$1,032,500 for the Miscellaneous, \$595,154 for the Grants divisions, and \$1,623,845 for the Sooner Rose Tax Increment Financing. (Finance - T. Cromar)
6. Discussion, consideration, and possible action to reallocate assets, change fund managers or make changes in the Statement of Investment Policy, Guidelines and Objectives. (T. Cromar Finance Director)

D. NEW BUSINESS/PUBLIC DISCUSSION. In accordance with State Statute Title 25 Section 311. Public

bodies - Notice. A-9, the purpose of the "New Business" section is for action to be taken at any Council/Authority/Commission meeting for any matter not known about or which could not have been reasonably foreseen 24 hours prior to the public meeting. The purpose of the "Public Discussion" section of the agenda is for members of the public to speak to the Authority on any subject not scheduled on the regular agenda. The Authority shall make no decision or take any action, except to direct the City Manager to take action, or to schedule the matter for discussion at a later date. Pursuant to the Oklahoma Open Meeting Act, the Authority will not engage in any discussion on the matter until that matter has been placed on an agenda for discussion. THOSE ADDRESSING THE AUTHORITY ARE REQUESTED TO STATE THEIR NAME AND ADDRESS PRIOR TO SPEAKING TO THE AUTHORITY.

E. ADJOURNMENT.



CONSENT AGENDA



Notice for the Midwest City Memorial Hospital Authority meeting was filed for the calendar year with the City Clerk of Midwest City. Public notice of this meeting was accessible at 24 hours before this meeting at City Hall and on the Midwest City website (www.midwestcityok.org).

Midwest City Memorial Hospital Authority Minutes

May 28, 2024

This meeting was held in the Midwest City Council Chambers at City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma.

Chairman Matt Dukes called the meeting to order at 7:29 PM with following members present:

Trustee Susan Eads	Trustee Marc Thompson	General Manager Tim Lyon
Trustee Pat Byrne	Trustee Sara Bana	Secretary Sara Hancock
Trustee Rita Maxwell	Trustee Rick Favors	Authority Attorney Don Maisch

CONSENT AGENDA. Bana made a motion to approve the consent with the exception of pulling items 2 and 4, seconded by Byrne. Voting Aye: Eads, Byrne, Maxwell, Thompson, Bana, Favors, and Dukes. Nay: None. Motion carried.

1. Discussion, consideration, and possible action to approve the April 23, 2024 meeting minutes.
3. Discussion, consideration, and possible action of approving a request for a six-month extension to the FY 2022-23 Mid-Del Technology Summer Classes grant project.
2. **Discussion, consideration, and possible action of the Midwest City Memorial Hospital Authority to approve and execute the Amended and Restated Hospital Sublease and Lease Agreement between the Midwest City Memorial Hospital Authority and SSM Health Care of Oklahoma, authorizing the Chair and Secretary to sign the Agreement evidencing such approval, and authorizing the Chair and Secretary to sign all other necessary documents prudent and necessary to close this transaction for the renovations to the Midwest City Hospital.**

Eads made a motion to approve and execute the Amended and Restated Hospital Sublease and Lease agreement, seconded by Byrne. Voting Aye: Eads, Byrne, Thompson, Favor, and Dukes. Nay: Maxwell and Bana. Motion Carried.

4. **Discussion, consideration, and possible action of appointing Bill Croak as one of the MWC Chamber of Commerce's representatives on the Midwest City Memorial Hospital Authority Trust Board of Grantors for a four-year term ending on May 23, 2028.** No Action Taken.

DISCUSSION ITEMS.

1. **Discussion, consideration, and possible action of appointing Megan Bain as the Ward 5 representative on the Midwest City Memorial Hospital Authority Trust Board of Grantors for a four-year term ending on May 23, 2028.** No Action Taken.
2. **Discussion, consideration, and possible action of re-appointing Amber Moody as the Mayor representative on the Midwest City Memorial Hospital Authority Trust Board of Grantors for a second four-year term ending on May 23, 2028.** No Action Taken.

3. Discussion, consideration and possible action to reallocate assets, change fund managers or make changes in the Statement of Investment Policy, Guidelines and Objectives.

No Action Needed.

NEW BUSINESS/PUBLIC DISCUSSION. There was no new business or public discussion.

ADJOURNMENT.

Eads made a motion to adjourn, seconded by Byrne. Voting aye: Eads, Byrne, Maxwell, Thompson and Dukes. Nay: Bana and Favors. Motion Carried.

Meeting adjourned at 7:31 PM.

ATTEST:

MATTHEW D DUKES II, Chairman

SARA HANCOCK, Secretary



City Manager
100 North Midwest Boulevard,
Midwest City, Oklahoma 73110
(405) 739-1201
tlyon@midwestcityok.org

MEMORANDUM

TO: Honorable Chairman and Trustees of the Memorial Hospital Authority

FROM: Tim Lyon, General Manager/Administrator

DATE: June 25, 2024

SUBJECT: Discussion, consideration, and possible action of 1) accepting the FY 2023-2024 Year-End Report of the Trust Board of Grantors; and 2) approving the FY 2024-2025 Community Improvement Grant Program documents and schedule.

On Thursday, June 20, 2024, the Trust Board of Grantors (BOG) met to finalize their Fiscal Year 2023-2024 Year-End Report, which you will find attached for consideration.

The BOG also reviewed and updated their FY 2024-25 grant documents and finalized their schedule, all of which are also attached along with the current grant balance sheet. As you may recall, our budget for FY 2024-25 Community Improvement Grant funds is set for \$595,154.



Tim L. Lyon, City Manager



Midwest City Board of Grantors
100 North Midwest Boulevard,
Midwest City, Oklahoma 73110
Tim Lyon, General Manager/Administrator
(405) 739-1201
tlyon@midwestcityok.org

Midwest City Community Improvement Grant Program

FY 2024-25 GRANT TIMELINE

Friday, August 30, 2024	Grant Applications available to the public.
Friday, November 1, 2024	Grant Application submissions close at 11:30 AM.
Monday, November 11, 2024	Grant Applications distributed to Board of Grantors.
Friday, January 3, 2025	Grantors to submit initial evaluations to the City Manager's office.
Thursday, January 16, 2025	Grantors meet at 5:30 PM to discuss initial evaluations/make recommendations.
Tuesday, February 27, 2025	Grant recommendations on the HA's agenda for possible approval.
Thursday, June 19, 2025	BOG meeting at 5:30 PM to discuss electing officers, Year-end Report, and grant forms.



Midwest City Memorial Hospital Authority
100 North Midwest Boulevard,
Midwest City, Oklahoma 73110
(405) 739-1201
tlyon@midwestcityok.org

Midwest City Community Improvement Grant Program

Introduction (Keep this page for your reference; please do not return this page with the application.)

The purpose of the Midwest City Memorial Hospital Authority (MCMHA) grant program is to improve the quality of life by funding effective projects that address the diverse issues and opportunities facing the Midwest City community.

Applicants are encouraged to demonstrate that they have identified an existing or potential need within the community, and have developed a reasonable and cost efficient method for addressing that need.

Per the Trust Indenture, grant funds are limited to non-reoccurring expenses. Funds may be used for such things as "...improvement to or enhancement of property [with] expected useful life of greater than twenty (20) years; [an] ...initial or single occurrence expenses or projects." However, may not be "...used for or to replace or supplant any existing recurring operating expenses or personal property needs of the Beneficiary...such as maintenance...supplies, salaries...[or] general operating costs."

The Board of Grantors (BOG) will only be accepting applications with one project defined. Under this project you may request multiple of the same item such as 20 radios; however, a request for multiple different items or events will not be considered. Applicants are welcome to complete more than one application, as always.

The BOG will score applications based primarily on the answers provided in "Part III: Project Overview" of the application with the most consideration given for the overall benefit and impact to our community.

The BOG funding recommendations will be made to the MCMHA at the February 25, 2025 meeting. Following the final determinations, all applicants will be notified of the determinations, and then grant funds will be issued.

All applicants awarded grants must complete a Grant Recipient Agreement (Agreement). This Agreement shall be between the grant recipient and MCMHA for the disbursement, utilization and accountability of any MCMHA funding awarded. The Grant Recipient must agree to use the awarded funds only for the specific purpose(s) and time period(s) stated in the grant application and Agreement.

All grant funds must be used within one year of the date that funds are dispersed. However, upon the written request of a grant recipient, the MCMHA may grant one or more six-month extensions of time within which to spend the grant funds, if proved necessary. If grant funds are not spent in the manner described in the grant recipient's application and/or within the time specified, the grant funds must be repaid to the MCMHA.

As a public trust, MCMHA is subject to the Oklahoma Open Records Act. Thus, all grant documents including the applications and their supporting documentation are public records. Finally, the MCMHA is required by the Internal Revenue Service to issue 1099 forms to all grant recipients; thus, grant funds received by an applicant may be taxable under the IRS Code.

Guidelines for Midwest City Community Improvement Grant Program
(Keep this page for your reference; please do not return this page with the application.)

- Email will be the main form of communication, so please...please print in clear block letters or type out your email. Failure to do this may result in lost communication and neither the City Staff nor the Board of Grantors will be held responsible.
- Applications must be postmarked or hand delivered by 11:30 a.m. on Friday, November 1, 2024 to:
Tim Lyon - (405) 739-1201
General Manager/Administrator,
Midwest City Memorial Hospital Authority
100 North Midwest Blvd.
Midwest City, Oklahoma 73110

This deadline is not flexible. Applications received after this deadline will not be considered for funding. Incomplete applications will not be considered for funding.

- This application is requesting only one project or event. Applications must be double-spaced, typed or clearly printed in block letters in ink. Neither City Staff nor the BOG will not be held responsible for misunderstanding or lost communication on handwritten applications that are not clearly written in block letters. All sections of the application must be completed. (Use “NA” for unrelated sections.) A secondary contact other than the primary contact must be listed. Do not alter the application language.
- At the time of submission, the application packet must include one (1) original signed and notarized application with ten (10) clear copies of the signed and notarized original. (Do not include the “Instruction Sheets” in the application packet submitted.) A complete packet will have eleven exactly the same applications with one of those being the original.
- Application packets should be stapled or clipped only. Do not bind the packets. Faxed/emailed applications will not be accepted due to printing costs.
- Non-profit applicants must attach a copy of their IRS Letter of Determination.
- Attached pages and/or letters of support from other organizations or individuals in excess of 25 pages are discouraged, unless specifically requested.
- For the sake of equal opportunity, neither City employees nor the Hospital Authority Trustees can comment on the appropriateness of applications or proposed projects or how they will rate with the Board of Grantors. Applicants are not to contact members of the Board of Grantors outside the confines of a scheduled presentation or meeting involving all Grantors.
- Deviations from these Application Guidelines must be addressed with the General Manager and then provided in writing to the Board of Grantors. **Again, all applications must be submitted/delivered by November 1, 2024 by 11:30 a.m.**

If you have any questions or concerns, please contact Tim Lyon’s office at 405-739-1204 or tlyon@midwestcityok.org.



Fiscal Year 2024-25 Grant Application
for the Midwest City Community Improvement Grant Program

PART I: Applicant Information (print in clear block letters or type):

Applicant Legal Name of Organization: (Should be the same as your IRS determination letter and as supplied on IRS form 990)

1. Contact Person and Title: _____

Street Address: _____ City: _____ State: _____ Zip: _____

Mailing Address (if different): _____

Telephone: _____

E-mail (print in clear block letters or type): _____

Website: _____ Other: _____

2. Secondary Contact Person and Title: _____

Telephone: _____ E-mail: _____

Title of your proposed grant project: _____

Amount you are requesting: _____

Mission statement and/or purpose of applicant organization (Attach the names and contact information of the members of the applicant's current governing body, if the applicant has such a body.):

Applicant Status: Check all that apply (entities must have satisfied all legal requirements for status prior to submission of this application):

Corporation Proprietorship Partnership Non-Profit

Individual Government Limited Liability Co. Government/City Department

Application Category (Choose only one area that your project might affect the most):

Economic Development Education Community Housing Safety Health

Youth and Family Midwest City Revitalization Transportation Other _____

PART II: Application Certification

By signing this application, I certify, that:

- All provided information is true and correct to the best of my knowledge.
- I am duly authorized to submit this grant application on behalf of the above named applicant.
- I understand and agree that I must provide documentation (acceptable to the MCMHA trustees) within 30 days of expenditures proving that funds received were used for the project/activities identified in this application.
- I acknowledge that any grant funds awarded must be used within the one-year time frame set forth in the Agreement. I further understand that at the end of one year any money not accounted for will be cause to pay back those awarded funds to the MCMHA.
- I understand and agree that providing false information or failure to provide such documentation as stated above will disqualify the applicant and/or the contact person and any organization represented by them from receipt of any further funds from the MCMHA. I further understand such failure may cause funds previously received to be repaid.

Dated this _____ day of _____, 2024.

Printed/Typed Applicant Name

Applicant Signature

SUBSCRIBED AND SWORN to before me this _____ day of _____, 2024.

Notary Public signature

Commission Number: _____

Expiration date: _____

Notary seal:

PART III: Project Overview

Please provide a thorough answer printed in clear block letters or typed to each of the following questions. If necessary, complete narrative on a blank paper repeating the section (i.e. Part III. A. 1.) and attach it to the application.

A. Description of the proposed grant project (Attach any support documentation).

1. Details of project: _____

2. Achievable Goals and realistic Timeline: _____

3. Objectives: _____

4. Does your project include the acquisition of property or the improvement to or enhancement of property? _____ Yes or _____ No

If yes, does the acquisition, improvement or enhancement have an expected useful life of greater than 20 years? _____ Yes or _____ No

5. Does your request include software or technology dependent property items? ____ Yes or ____ No

B. Need for this project.

1. Clearly identify the target beneficiaries and share why the Midwest City community needs the proposed project, explaining the evidence to this need: _____

C. Proposed project budget:

1. List in detail what will be purchased with grant funds for this project.

2. Share any other funding resources for this project (e.g. donations, matching). _____

3. State any future sustainability resources that may be needed for this project. _____

4. List documentation you expect to submit for expenditure accountability (e.g. cancelled checks, invoices, bids, receipts etc.) _____

5. Are you willing to accept less than the requested amount? If “No,” please explain. _____

D. Management capacity of your organization.

1. Describe relative experience your organization has in managing and implementing this type of project. _____

2. Give details regarding your management plan for this project, including financial management. _____

3. Are you partnering with other organization(s) in implementing this project, if yes, please describe: _____

E. Explain the evaluation method that will be used to measure the outcome and success of the project (e.g. records, surveys, interviews, pre- and post-tests, community feedback, etc.).

F. Describe the overall benefit and impact of your project to the Midwest City community.

Thank you for your time and effort in applying for a Midwest City Community Improvement Grant!



Midwest City Memorial Hospital Authority
 100 North Midwest Boulevard,
 Midwest City, Oklahoma 73110
 (405) 739-1201
tlyon@midwestcityok.org
www.midwestcityok.org

Community Improvement Grant Program - EVALUATION FORM

Evaluation Procedure: Please review the grant submission for each of the application criteria listed below and calculate a numeric rating. Maximum rating points are indicated for each criterion. A total of 100 being the best score possible for awarding grant funds.

Grant Information:

	Points Assigned
<p>A. Quality of the Proposed Project (Max 10 Points) Is the description of the grant proposal and timeline reasonable, realistic and achievable?</p>	A:
<p>B. Demonstrated Need for Proposed Project (Max 10 Points) Has the statement of need been clearly stated with evidence to back it up, such as statistics, support letters or surveys?</p>	B:
<p>C. Appropriateness of Budget (Max 15 Points) Is there adequate budget to support the activity/project design? Is it cost effective? Are there other funding sources? Is there a detailed list of proposed expenditures?</p>	C:
<p>D. Management Capacity (Max 15 Points) Has the applicant demonstrated its ability to accomplish the proposed request? Does the applicant have the experience/partnerships to manage the grant funds and project properly? Is it clear who will be responsible for the oversight and financial management of the grant?</p>	D:
<p>E. Program Evaluation (Max 10 Points) Is the desired outcome clearly stated with methodology to measure success of the project?</p>	E:
<p>F. Overall Impact of the Midwest City Community (Max 40 Points) Does the project have an overall benefit and lasting impact on the Midwest City community?</p>	F:
TOTAL POINTS ACCUMULATED	

Notes: _____



Fiscal Year 2024-25 GRANT RECIPIENT AGREEMENT

This Agreement is made and entered into by and between the Midwest City Memorial Hospital Authority, a public trust (the "Authority"), and _____ ("Grant Recipient").

The purpose of this Agreement is for the parties to establish the terms and conditions under which the Authority makes a grant of funds to the Grant Recipient and the Grant Recipient performs the public function project in the manner described in the application that the Grant Recipient filed with the Authority, a copy of which is attached to and incorporated by reference in this Agreement, further, subject to conditions that may be imposed by the Authority (collectively, the "Grant Requirements").

In consideration of the Authority's payment of grant funds to the Grant Recipient in the amount of \$_____ for _____ (Name of Grant) the public function project described by the Grant Requirements, the Grant Recipient agrees to the following terms and conditions:

1. The term of this Agreement shall be for a period of one (1) year, except with respect to Grant Property as provided for by section 5 below. Grant Recipient must spend the grant funds for the public function project described in the Grant Requirements, which must be used in the manner described in the grant application during the one-year term of this Agreement. Receipts and/or other acceptable proof evidencing the expenditure of the grant funds must be submitted to the General Manager within thirty (30) days of each expenditure.
2. If the Grant Recipient is unable to spend the grant funds for the public function project in the described manner within the one-year period, the remaining balance of the grant funds must be returned to the Authority or a six month extension must be requested from the General Manager/Administrator of the Authority in writing to tlyon@midwestcityok.org or by mail to Tim Lyon, General Manager/Administrator at 100 N. Midwest Boulevard, Midwest City, OK 73110.
3. Grant Recipient is encouraged, but not required, to spend grant funds in Midwest City. The Grant Recipient is urged to purchase commodities needed for its public function project from a Midwest City vendor if possible and practicable.
4. At the conclusion of the project, the Grant Recipient agrees to complete the Grant Outcome Report detailing the process and outcome of the grant-funded project and submit appropriate photographs, newspaper clippings, etc.
5. If grant funds are used to purchase furnishings, equipment or other property ("Grant Property"), such must have a useful life of 20-years and must be used by the Grant Recipient in accordance with the Grant Requirements throughout the 20-year life of the Grant Property. If the Grant Property ceases to be used in accordance with the Grant Requirements during such 20-year period, the Grant Recipient shall within 30 calendar days provide written notice to the General Manager/Administrator, in which case the Authority may, at its election, take possession of the Grant Property, and in such case, the ownership of the Property shall be transferred to the Authority, with the Grant Recipient providing such bills of sale and other evidence of transfer of ownership as requested by Authority. The term of this Agreement shall be 20-years with respect to Grant Property. The provisions of this Section 5 shall have a term of 20-years.

FY 2024-25 Grant Recipient Agreement

6. It is understood and agreed that this grant is made and shall be administered and carried out in accordance with the provisions and requirements of the Trust Indenture of the Authority, the Operating Contract between the Trust Board of Grantors and the Authority, the Bylaws of the Trust Board of Grantors and the Policies and Procedures of the Authority and the Trust Board of Grantors, each as may be amended from time to time.

This Agreement is approved and executed by the Authority on the _____ day of _____, 2025, and by the Grant Recipient on the _____ day of _____, 2025.

Signature of Grant Recipient

Grant Recipient Name

Grant Recipient Address

Tax ID No. _____

ATTEST:

Midwest City Memorial Hospital Authority

Sara Hancock, Secretary

Matthew D. Dukes, II, Chairman



Midwest City Memorial Hospital Authority
100 North Midwest Boulevard,
Midwest City, Oklahoma 73110
(405) 739-1201
tlyon@midwestcityok.org
www.midwestcityok.org

Community Improvement Grant Program

FISCAL YEAR 2024-25 GRANT OUTCOME REPORT

Date: _____

Applicant Name: _____

Address: _____

Phone: _____ Email: _____

Grant Project Title: _____

Grant Money Awarded: \$ _____ Date of any extensions: _____

Please respond **reflectively** to the following questions related to your grant project:

- Has the project objectives as described in your application been achieved (If no, please explain)? Yes No

- Briefly describe the outcomes/accomplishments of this grant project. _____

- Please report any observations, unexpected outcomes or anecdotal information that resulted from the grant project (e.g. news coverage, community event, photos, etc.). _____

- Please provide feedback regarding your overall grant process experience (e.g. working with Hospital Authority staff/application submission process, etc.) _____

Grant Recipient Signature

Grant Recipient Name (Printed/Typed)



SOS



11800580002

**AMENDED AND RESTATED
TRUST INDENTURE**

KNOW ALL BY THESE PRESENTS:

THIS AMENDMENT AND RESTATEMENT OF THE ORIGINAL TRUST INDENTURE dated as of the 1st day of July, 1961, hereinafter referred to as the "Original Trust Indenture," by the MIDWEST CITY CHAMBER OF COMMERCE, a corporation duly organized under the laws of the State of Oklahoma, hereinafter referred to as the "Trustor," and ORIN A. KIMBALL, CLAUDE R. RIGSBY, TOM C. PLEDGER, LLOYD A. SCHANTZ and FRED D. RYAN, JR., being citizens and residents of Midwest City, comprising the then-City Council of the City of Midwest City, Oklahoma, as trustees of this Trust,

W I T N E S S E T H:

THAT in consideration of the payment by the Trustor to the Trustees of the sum of one dollar (\$1), receipt of which was then acknowledged, the mutual covenants set forth in the Original Trust Indenture and other valuable consideration, the Trustees agreed to hold, manage, invest, assign, convey and distribute as provided, authorized and directed in the Original Trust Indenture such property as the Trustor, or others, may have from time to time assigned, transferred, leased, conveyed, given, bequeathed, devised or delivered unto this Trust to have and to hold such property and the proceeds, rents, profits and increases thereof in trust, for the use and benefit of the City of Midwest City, Oklahoma, hereinafter referred to as the "Beneficiary," and upon the following terms and conditions:

ARTICLE I

CREATION OF TRUST

(1) This Trust was originally formed to create and establish a trust for the use and benefit of the Beneficiary to finance, operate, construct and administer hospital facilities, and for the public purposes set forth in the Original Trust Indenture, under the provisions of Title 60, Oklahoma Statutes 1951, Sections 176 to 180, inclusive, as amended by Title 60, Chapter 4, Oklahoma Sessions Laws 1953, the Oklahoma Trust Act and other applicable statutes of the State of Oklahoma. This Trust is now amended under the provisions of Oklahoma Statutes, Title 60, Chapter 4, Trusts for Furtherance of Public Functions, the Oklahoma Trust Act and any other law written specifically to create or govern the affairs of a public trust (together, as amended, the "Acts") to create and establish a trust for the use and benefit of the Beneficiary to finance, operate, construct and administer hospital facilities, and for the public purposes set forth in the Acts and the Original Trust Indenture.

(2) This Trust was not created and shall not be operated for pecuniary profit, nor shall it have any power to issue certificates of stock or declare dividends. No part of its net earnings shall inure to the benefit of or be distributable to any member, Trustee, officer or individual, except that this Trust shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and

distributions in furtherance of this Trust's purposes as set forth in this Amended Trust Indenture.

ARTICLE II

NAME OF TRUST

The name of this Trust shall be "MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY," hereinafter referred to as this "Trust." The Trustees shall conduct all business and execute all instruments, and otherwise perform the duties and functions required in the execution of this Trust.

ARTICLE III

PURPOSES OF TRUST

(1) The purposes of this Trust are:

(a) To furnish and supply to the inhabitants, owners and occupants of property, and to industrial, commercial and mercantile establishments and enterprises within the corporate limits of the Beneficiary and in territory in reasonably convenient proximity thereto, and to the Beneficiary and any other governmental agencies or endeavors, services and facilities for the conservation and implementation of the public welfare and protection and promotion of public health, for all purposes that the same be authorized and proper as a function of the Beneficiary; and to fix, demand and collect charges, rates and fees for any services

and/or facilities provided to the same extent as the Beneficiary itself might do provided that the furnishing of any services or facilities to any person delinquent in the payment of any indebtedness whatsoever to this Trust may be discontinued at any time; for the furtherance of the greater convenience and welfare of the Beneficiary and the inhabitants thereof, to provide and/or to aid in providing and/or to participate in providing to the United States of America, the State of Oklahoma, the Beneficiary, the county or counties in which the Beneficiary is located, the school district and/or districts included, in whole or in part, within the limits of the Beneficiary, and/or any agency or instrumentality of any of them, or to any one or more of them, facilities and/or services of any and/or all kinds necessary or convenient for the authorized and proper functioning thereof; and to hold, maintain and administer any leasehold rights in and to properties of the Beneficiary demised to this Trust, and to comply with the terms and conditions of any lease providing said rights;

(b) To acquire by lease, purchase or otherwise, and to hold, construct, install, equip, repair, enlarge, furnish, maintain and operate, or otherwise deal with, any and all physical properties and facilities necessary or convenient for utilization in .

executing or promoting this Trust's purposes, or any of them; to lease, rent, furnish, provide, relinquish, sell or otherwise dispose of, or otherwise make provision for, any or all of said properties and facilities either in execution of any of this Trust's purposes or in the event that any of this Trust's purposes or in the event that any of this Trust's physical properties and facilities shall no longer be necessary or convenient to execute or promote this Trust's purposes;

(c) To provide funds for the cost of financing, acquiring, constructing, purchasing, equipping, maintaining, repairing, improving, extending, enlarging, remodeling, operating and administering any or all of this Trust's services, buildings and facilities, and all properties necessary or convenient for executing and fulfilling this Trust's purposes, and all other charges, costs and expenses necessarily incurred in connection therewith and, in so doing, to incur indebtedness, either unsecured or secured by all or any part of the Trust Estate and its revenues;

(d) To expend all funds coming into this Trust as revenue or otherwise for the payment of any indebtedness incurred by this Trust, and in the payment of the aforesaid costs and expenses, and in payment of any other obligation properly chargeable against the Trust

Estate, and to distribute the residue and remainder of such funds to the Beneficiary upon termination of this Trust in accordance with Article IX of this Amended Trust Indenture. The only funds of this Trust to which the previous provisions of this subparagraph shall not apply are those in the principal amount of approximately \$46 million, hereinafter referred to as the "Principal," that came into this Trust as a result of the lease and/or sale of this Trust's real and personal property. The Principal and all capital gains and all income of any nature or kind earned from the Principal and all previous years' capital gains and all income of any nature or kind earned from the Principal shall hereinafter be referred to as the "Compounded Principal." The Compounded Principal, less and except two percent (2%) of the market value of the Compounded Principal as of June 30 each year, shall be segregated and set apart, and shall not be spent for any reason except in the event that (1) the lease of the real property to Health Management Associates, Inc. and Midwest City HMA, Inc. terminates prematurely prior to the end of the lease and this Trust regains the operation and control of the leased property; or (2) an affirmative vote of a majority of the electors in the city of Midwest City expressed during a public election, duly called as required by law, authorizes an

expenditure of all or any portion of the Compounded Principal for a specific public or governmental purpose or purposes and authorized and proper Trust function indicated on the ballot submitted at such an election. The two percent (2%) of the market value of the Compounded Principal excluded from the Compounded Principal each year, hereinafter referred to as the "Discretionary Funds," shall be available for distribution each year as grants, for other expenditures and/or to be otherwise designated at the Trustees' sole discretion, subject to the restriction contained in this Amended Trust Indenture. The Trustees may distribute or expend all or any portion of the Discretionary Funds as the Trustees may deem prudent or may make no distribution or expenditure of the Discretionary Funds at all. Undesignated Discretionary Funds shall be accumulated for use in subsequent years, provided grants from the Discretionary Funds are used for authorized and proper functions of the Beneficiary and follow the required channel of grant applications as set out in this Amended Trust Indenture;

(e) To seek, request, apply for and receive grants, gifts and donations, either in money or property, from any individual, entity, agency, corporation or organization by gift, devise, bequest or otherwise, absolutely or in trust, and to use the

principal and/or income from them, as may be directed by the grantor of the funds or property, in the furtherance of any authorized and proper essential governmental function; and

(f) To perform any other authorized and proper essential governmental function or act permitted by law to be performed by public trusts in the state of Oklahoma.

(2) (a) In no event shall any of the funds or property of this Trust be used for or to replace or supplant any existing recurring operating expenses or personal property needs of the Beneficiary or any other entity other than this Trust. This shall not preclude the Beneficiary or any other entity from requesting that this Trust make a grant or expenditure of funds or property from this Trust for initial or single occurrence expenses or projects. "Recurring operating expenses or personal property needs" shall be expenses or personal property needs such as maintenance or upkeep costs, supplies, salaries, wages, salary or wage adjustments, bonuses and general operating costs.

(b) Grants for the acquisition of, improvement to or enhancement of property shall be limited to properties or improvements or enhancements to properties that have an expected useful life of greater than twenty (20) years.

ARTICLE IV

DURATION OF TRUST

This Trust shall exist for so long as the Beneficiary exists and until such time as its purposes shall have been fulfilled, or until it shall be terminated as hereinafter provided.

ARTICLE V

THE TRUST ESTATE

The Trust Estate shall consist of:

(1) The funds and property, and any income therefrom, except the Compounded Principal:

(a) Presently owned by this Trust or to be acquired or constructed by this Trust; and

(b) Dedicated by the Trustor and others to be used for this Trust's purposes;

(2) Any and all money, property, contracts, leases, licenses, franchises, benefits and all other things of value coming into the possession of this Trust pursuant to the provisions of this Amended Trust Indenture; and

(3) Any and all money and leasehold rights remised to this Trust by the Beneficiary as authorized and empowered by law.

ARTICLE VI

THE TRUSTEES

(1) The Trustees of this Trust shall be the same persons who are the Mayor and members of the City Council, or any successor governing body that may replace the Mayor and City Council in the future, of the Beneficiary, hereinafter and previously referred to as the "Trustees" or, interchangeably, as this "Trust," and shall remain as Trustees until such person or persons shall have been succeeded and replaced by some other person or persons as Mayor and members of the City Council of the Beneficiary, and such latter person or persons shall without any further act or deed automatically become Trustees of this Trust. To assist the Trustees in their administration of this Trust, there shall be an advisory board which shall be known as the Trust Board of Grantors, hereinafter referred to as the "Board," and which shall consist of nine members. The Trustor shall appoint two members of the Board and the Trustees shall appoint seven members of the Board. The Board shall perform various functions assigned to it by the Trustees including accepting and reviewing grant applications. All funds expended from the Discretionary Funds shall be processed through the Board by the grant application process except those determined by the Trustees to be necessary for the administration of this Trust. The Board will send its funding recommendations to the Trustees. In the event the Trustees reject any or all of the funding recommenda-

tions of the Board, the Board shall, at the request of the Trustees, review and submit additional funding recommendations.

(2) The person who shall be the Mayor of the Beneficiary shall automatically become the Chairman of the Trustees and shall preside at all meetings and perform other duties designated by the Trustees. The person who shall be the Vice Mayor of the Beneficiary shall be automatically the Vice Chairman of the Trustees and preside in event of the absence of the Chairman, and shall, in the absence of the Chairman, perform all duties designated to be performed by the Chairman. The Trustees shall designate the time and place of all regular meetings. All actions by this Trust pursuant to the provisions of this Amended Trust Indenture shall be approved by the affirmative vote of at least a majority of the Trustees qualified to act as such under the provisions of this Amended Trust Indenture.

(3) The person who shall be the City Clerk of the Beneficiary shall act as Secretary of this Trust. The Secretary shall keep minutes of all meetings of the Trustees and shall maintain complete and accurate records of all of this Trust's financial transactions. All minutes, books and records of this Trust shall be on file in the office of the Secretary. All meetings of the Trustees shall be open to the public, and the books, records and minutes of this Trust shall be considered as public records and available for inspection at all times by any interested party.

(4) The person who shall be the City Attorney of the Beneficiary may act as attorney for this Trust. The attorney shall attend all meetings of the Trustees and shall provide them with legal advice. The attorney shall also represent this Trust in all of its legal matters to ensure that its legal interests are appropriately protected.

(5) The Trustees may appoint a general manager or administrator for this Trust, and may employ such other clerical, professional, legal and technical assistance as may be deemed necessary in the discretion of the Trustees to properly operate the business of this Trust, and may fix such employees' duties, terms of employment and compensation. Any such employee may be a person who shall be an officer or employee of the Beneficiary, in which event such officer or employee may receive compensation from this Trust. In the event a general manager or administrator for this Trust is appointed by the Trustees, the general manager or administrator shall administer the business of this Trust as directed from time to time by the Trustees. All Trustees shall serve without compensation but shall be reimbursed for actual expenses incurred in the performance of their duties hereunder.

(6) The Trustees are authorized to contract, in connection with the incurring of any funded indebtedness secured by the Trust Estate and/or its revenues, or any part of either or both, in the event of a default in the fulfillment of any contract obligation undertaken on behalf of this Trust or in the payment of any indebtedness incurred on behalf of this Trust,

that a temporary trustee or trustees shall be appointed to succeed to the rights, powers and duties of the Trustees then in office. Any contract, if made, shall set out the terms and conditions under which such temporary trustee or trustees shall be appointed and operate this Trust, and provide for compensation to be paid, and appointment to be vacated and the Trustees to be automatically reinstated upon termination of all defaults by which the appointment of the temporary trustee or trustees was authorized.

(7) Bonds or other evidences of indebtedness to be issued by this Trust shall not constitute an indebtedness of the State of Oklahoma, nor of the Beneficiary, nor personal obligations of the Trustees of this Trust, but shall constitute obligations payable solely from the Trust Estate.

(8) The Trustees, the State of Oklahoma and the Beneficiary shall not be charged personally with any liability whatsoever by reason of any act or omission committed or suffered in good faith or in the exercise of their honest discretion in the execution, performance or operation of this Trust; but any act or liability for any omission or obligation of the Trustees in the execution, performance or operation of this Trust shall extend to the whole of the Trust Estate or so much thereof as may be necessary to discharge such liability or obligation.

(9) Notwithstanding any other provision of this Amended Trust Indenture which shall appear to provide otherwise, no Trustee or Trustees shall have the power or authority to bind

or obligate any other Trustee, or the Beneficiary, in his/her or its capacity, nor can the Beneficiary bind or obligate this Trust or any individual Trustee.

ARTICLE VII

POWERS AND DUTIES OF THE TRUSTEES

(1) To accomplish the purposes of this Trust, and subject to the provisions and limitations otherwise provided in this Amended Trust Indenture, the Trustees shall have, in addition to the usual powers incident to their office and the powers granted to them in other parts of this Amended Trust Indenture, the following rights, powers, duties, authority, discretion and privileges, all of which may be exercised by them without any order or authority from any court:

(a) To finance, acquire, establish, develop, construct, enlarge, improve, extend, maintain, equip, operate, lease, furnish, provide, supply, regulate, hold, store and administer anything in the Trust Estate and the Compounded Principal, subject to the limitations contained in this Amended Trust Indenture, as the Trustees shall determine necessary for the benefit and development of the Beneficiary;

(b) To enter into contracts for the acquisition of equipment and supplies, and construction of necessary or convenient facilities authorized to be acquired and constructed pursuant to and in compliance with the

terms of this Amended Trust Indenture; provided, however, that:

(i) The Trustees shall be subject to the same limitations, and shall comply with the requirements of Oklahoma law imposed, upon the Beneficiary in relation to contracts for construction and the acquisition of equipment, materials and supplies; and

(ii) The Trustees may reject all bids and readvertise for bids or may enter into a contract or contracts with a responsible bidder or bidders who, in the opinion of the Trustees, shall offer the terms deemed most favorable to this Trust. All bidders to whom any contract for any purpose is let shall be financially responsible and bear a good reputation in the industry. The Trustees may prescribe such bidding qualifications as they deem necessary and desirable;

(c) To enter into contracts for the sale of bonds, notes or other evidences of indebtedness or obligations of this Trust for the purpose of acquiring or constructing works and facilities authorized to be acquired or constructed pursuant to the terms of this Amended Trust Indenture and for those purposes may:

(i) Employ a financial advisor, or committee of advisors, to advise and assist the

Trustees in the marketing of such bonds, notes or other evidences of indebtedness or obligations, and to present financial plans for the financing of the acquisition or construction of each project, and to recommend to, or consult with, the Trustees concerning the terms and provisions of bond indentures and bond issues, and may pay appropriate compensation for such work and services performed in the furtherance of the project;

(ii) Sell all bonds, notes or other evidences of indebtedness or obligations of this Trust in installments or series and on such terms and conditions and in such manner as the Trustees shall deem to be in this Trust's best interests; and

(iii) Appoint attorneys, paying agencies and corporate trustees in connection with the issuance of any such bonds, notes, evidences of indebtedness or other obligations of this Trust;

(d) To enter into and execute, purchase, lease, or otherwise acquire property, real, personal or mixed, contracts, leases, rights, privileges, benefits, choses in action or other things of value, and to pay for the same in cash, with bonds or other evidences of indebtedness or otherwise;

(e) To make and change investments, to lease, improve, exchange or sell, at public or private sale, upon such terms as the Trustees deem proper, and to resell, at any time and as often as they deem advisable, any or all the property in this Trust, to borrow money, or renew loans to this Trust, to refund outstanding bonded indebtedness and to execute therefor evidences of indebtedness, and to secure the same by mortgage, lien, pledge or otherwise; to purchase property from any person, firm or corporation, and lease land and other property to and from the Beneficiary and construct, improve, repair, extend, remodel and equip utilities or buildings, and facilities thereon, and to operate or lease or rent the same to individuals, partnerships, associations, corporations and others, including the United States of America or the State of Oklahoma and agencies or authorities of the United States of America, or of the State of Oklahoma, or of any municipality thereof, and also including all municipal or other political subdivisions of the State of Oklahoma as well as the Beneficiary, and to do all things provided for in Paragraph (1) of Article III of this Amended Trust Indenture, and procure funds necessary for such purpose by the sale of bonds or other evidences of indebtedness by the mortgage, lien, pledge or other encumbrance of such

personal property, utilities and facilities owned or otherwise acquired, leased or controlled by this Trust, and by rentals income, receipts and profits therefrom, or from any other revenues associated with the ownership, operation or control of the property of this Trust; to lease or sublease any property of this Trust or of which this Trust may become the owner or lessee.

(f) To fix, demand and collect charges, rentals and fees for the services and facilities of this Trust to the same extent as the Beneficiary might do and to discontinue furnishing of services and facilities to any person, firm, corporation or public instrumentality delinquent in the payment of any indebtedness to this Trust; and to purchase and sell such supplies, goods and commodities as are incident to the operation of this Trust's properties;

(g) To make and perform contracts of every kind, including management contracts, with any person, firm, corporation, association, trusteeship, municipality, government or sovereignty; and, without limit as to amount, to draw, make, accept, indorse, assume, guarantee, account, execute and issue promissory notes, drafts, bills of exchange, acceptances, warranties, bonds, debentures and other negotiable or non-negotiable instruments, obligations and evidences of unsecured indebtedness, or of indebtedness secured by mortgage,

deed of trust or otherwise upon any or all income of this Trust, in the same manner and to the same extent as a natural person might or could do; to collect and receive any property, money, rents or income of any sort and distribute the same or any portion thereof for the furtherance of the purposes authorized by this Amended Trust Indenture;

(h) To do all other acts in the Trustees' judgment necessary or desirable for the proper and advantageous management, investment and distribution of the Trust Estate and the Compounded Principal and income therefrom, subject to the limitations contained in this Amended Trust Indenture;

(i) To contract for the furnishing of any services or the performance of any duties that the Trustees' may deem necessary, or proper, and pay for the same as they see fit. The Trustees may select depositories for the funds and securities of this Trust; and

(j) To compromise any debts or claims of this Trust or against the Trust Estate, and may adjust any dispute in relation to such debts or claims by arbitration or otherwise and may pay any debts of this Trust or claims against the Trust Estate upon any evidence deemed by the Trustees to be sufficient. The Trustees may bring any suit or action, which in their judgment

is necessary or proper to protect the interests of this Trust, or to enforce any claim, demand or contract for this Trust; and they shall authorize, in their discretion, the defense of any suit against this Trust, or against its employees, agents or servants or the Trustees. The Trustees may compromise and settle any suit or action and discharge the same out of assets of the Trust Estate, together with court costs and attorneys' fees. All such expenditures shall be treated as expenses of executing this Trust.

(2) No purchaser at any sale or lessee under a lease made by the Trustees shall be bound to inquire into the expediency, propriety, validity or necessity of such sale or lease or to see to or be liable for the application of the purchase or rental moneys arising therefrom.

(3) The whole title, legal and equitable, to the properties of this Trust is and shall be vested in this Trust, as such title in this Trust is necessary for the due execution of this Trust. The Trustees shall have and exercise exclusive management and control of the properties of this Trust for the use and benefit of the Beneficiary; but may agree for approval of any or all of its actions and transactions by the Beneficiary.

ARTICLE VIII

BENEFICIARY OF TRUST

(1) The beneficiary of this Trust shall be the City of Midwest City, Oklahoma, a municipal corporation, under and pursuant to the Acts. The Trustor now declares that this Amended Trust Indenture shall be irrevocable from the moment it is signed by it and delivered to the Trustees, and that the Trustor shall thereafter stand without any power whatsoever at any time to alter, amend, revise, modify, revoke or terminate any of the provisions of this Amended Trust Indenture. If, in the future, the Trustees, the Trustor and the Beneficiary agree to amend this Amended Trust Indenture, any such agreed-upon amendment to clauses (1) and (2) of subparagraph (1)(d) of Article III, of this Article VIII or of Article IX can only be accomplished by an affirmative vote of a majority of the electors in the city of Midwest City voting in a public election, duly called as required by law authorizing such an amendment as expressed on the ballot submitted at such an election.

(2) The Beneficiary shall have no legal title, claim or right to the Trust Estate or the Compounded Principal, their income, or to any part thereof, or to demand or require any partition or distribution thereof. Neither shall the Beneficiary have any authority, power or right, whatsoever, to do or transact any business for, or on behalf of, or binding upon the Trustees or upon this Trust, nor the right to control or direct the actions of the Trustees except to the extent herein provided.

The Beneficiary shall be entitled solely to the benefits of this Trust, as administered by the Trustees hereunder, and at the termination of the Trust, as provided herein, and, then only, the Beneficiary shall receive the residue of the Trust Estate.

ARTICLE IX

TERMINATION OF TRUST

This Trust shall terminate:

(1) When the purposes set out in this Amended Trust Indenture shall have been fully executed; or

(2) In the manner provided by Title 60 of the Oklahoma Statutes, Chapter 4, Section 180, as amended.

Provided, however, that this Trust shall not be terminated by voluntary action if there be outstanding indebtedness or fixed term obligations of this Trust, unless all owners of such indebtedness or obligations shall have consented in writing to such termination. If, in the future, the Trustees, the Trustor and the Beneficiary agree to terminate this Trust, any such agreed-upon termination of this Trust can only be accomplished by an affirmative vote of a majority of the electors in the city of Midwest City voting in a public election, duly called as required by law authorizing such termination as expressed on the ballot submitted at such an election.

Upon the termination of this Trust, the Trustees shall proceed to wind up the affairs of this Trust and, after payment of all debts, expenses and obligations out of the monies and

properties of the Trust Estate and the Compounded Principal to the extent thereof, shall distribute the residue of the money and properties of the Trust Estate to the Beneficiary. Upon final distribution, the powers, duties and authority of the Trustees shall cease.

ARTICLE X

PARTIAL INEFFECTIVENESS

The invalidity or ineffectiveness for any reason of any one or more words, phrases, clauses, paragraphs, subsections or sections of this Amended Trust Indenture shall not affect its remaining portions so long as such remaining portions shall constitute a rational instrument. Any such invalid or ineffective portions were inserted conditionally upon them being valid and effective only and this instrument shall be construed as if such invalid or ineffective portions had not been inserted herein.

ARTICLE XI

ACCEPTANCE BY TRUSTEES

The Trustees accept this Trust, created and provided for, and agree to carry out the provisions of this Amended Trust Indenture on their part to be performed.

Jerry R. Maynard
JERRY R. MAYNARD

Johnny T. Morgan
JOHNNY T. MORGAN

Lloyd Gorrell
LLOYD GORRELL

Vaughn K. Sullivan
VAUGHN K. SULLIVAN

Frederick M. Strothmann
FREDERICK M. STROTHMANN

Russell Smith
RUSSELL SMITH

Eddie O. Reed
EDDIE O. REED

as "Trustees"

STATE OF OKLAHOMA)
 :
STATE OF OKLAHOMA) ss.

Before me, the undersigned, a Notary Public, in and for said County and State on this 7th day of April, 1998, personally appeared Jerry R. Maynard, Vaughn K. Sullivan, Johnny T. Morgan, Frederick M. Strothmann, Lloyd Gorrell, Russell Smith and Eddie O. Reed, to me known to be the identical persons who executed the within and foregoing instrument and acknowledged to me that they executed the same as their free and voluntary act and deed for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

Lorinda Moore
Notary Public

My commission expires: 8-28-99

ACCEPTANCE OF BENEFICIAL INTEREST

Pursuant to Resolution No. 98-18 duly adopted by its City Council, the City of Midwest City, Oklahoma, hereby accepts the beneficial interest in the trust created by the within and foregoing Amended and Restated Trust Indenture, in all respects in

accordance with the terms of said Amended and Restated Trust Indenture.

CITY OF MIDWEST CITY, OKLAHOMA

By: *Edna Reed*
Mayor



Attest: (Seal)

Sammy Melt
City Clerk

Approved as to form and legality this 7th day of April, 1998.

Natherine Bolles
City Attorney

"I CERTIFY THAT THIS IS A TRUE AND LIKE COPY OF A INSTRUMENT ON FILE IN THE OFFICE OF THE CITY CLERK OF THE CITY OF MIDWEST CITY OKLAHOMA COUNTY STATE OF OKLAHOMA."

Shonda Atkins
CITY CLERK

FIRST AMENDMENT TO
AMENDED AND RESTATED TRUST INDENTURE OF THE
MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY

WHEREAS, on April 8th, 1998, that certain "Amended and Restated Trust Indenture" (hereinafter, the "Amended Trust Indenture") of the Midwest City Memorial Hospital Authority (hereinafter, the "Authority") was adopted amending the original Trust Indenture of the Authority dated July 1st, 1961, for the use and benefit of the City of Midwest City, Oklahoma (the "Beneficiary"); and

WHEREAS, the City Council of the Beneficiary and the Trustees of the Authority now desire to amend said Amended Trust Indenture to clarify the purposes for which the Authority may act, and the powers it may utilize in doing so.

NOW, THEREFORE, pursuant to the authority of the Trustees of the Authority and the City Council of the Beneficiary, and with the consent of the Trustor, the Midwest City Chamber of Commerce, the Amended Trust Indenture is hereby amended, as follows:

SECTION 1. Paragraph 1(f) of Article III of said Amended Trust Indenture is hereby amended in its entirety, to read as follows:

"(f) To perform any other authorized and proper essential governmental function or act permitted by law to be performed by public trusts in the State of Oklahoma, including without limitation, to assist the Beneficiary, the United States, the State of Oklahoma, its municipalities, agencies, private entities and citizens in (i) promoting economic and community development, within and without the territorial limits of the City; (ii) developing additional employment which will benefit and strengthen the economy of the City; (iii) developing or redeveloping areas determined by the Beneficiary to be unproductive, undeveloped, underdeveloped or blighted; (iv) fostering an improved economic climate within the Beneficiary; and (v) otherwise promoting the general welfare and prosperity of the Beneficiary, all in order to achieve maximum utilization of the Beneficiary's human, economic and natural resources; and without restriction, in furtherance of the foregoing general objectives, to utilize the following specific powers or purposes, to-wit:

(1) by promoting, financing and developing any and all public works projects or facilities of any type or description including, but not limited to, those for water, sewer, solid waste, natural gas or other public utilities of any type or description;

(2) by promoting, financing and developing commercial and industrial projects or facilities including, without limitation, offices, warehouses, retail and wholesale marketing facilities, motel and hotel establishments and restaurants; and

(3) by promoting financing and developing recreational, sports, cultural, tourism, entertainment and communication media projects or facilities.

SECTION 2. A new Paragraph 4 shall be added to Article VII of said Amended Trust Indenture which shall read, in its entirety, as follows:


(4) The Trustees hereof shall further have the right, power, duty, authority, discretion and privilege to exercise, for the benefit of the Beneficiary, those powers (including the power of eminent domain) as authorized by the economic, industrial or community development statutes of the State of Oklahoma, including, without limitation, the Local Development Act, the Local Industrial Development Act, and the Neighborhood Redevelopment Act, all as may be amended and supplemented from time to time.

The foregoing First Amendment to Amended and Restated Trust Indenture was approved by the Trustees of the Midwest City Memorial Hospital Authority on the ___ day of April, 2017.

MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY

(SEAL)
ATTEST:

BY: 
Chairman


Secretary

ACCEPTANCE OF BENEFICIAL INTEREST

Pursuant to Resolution No. _____ duly adopted by its City Council, the City of Midwest City, Oklahoma, hereby accepts the beneficial interest in the trust created by the within and foregoing Amended and Restated Trust Indenture, as modified by that certain "First Amendment to Amended and Restated Trust Indenture", in all respects in accordance with the terms of said Amended and Restated Trust Indenture.

CITY OF MIDWEST CITY, OKLAHOMA

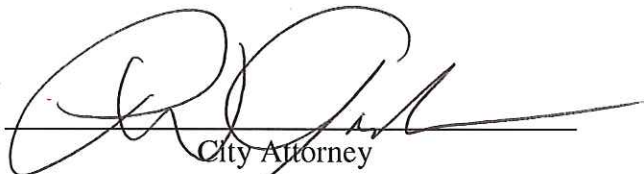
BY: 
Mayor

ATTEST:


City Clerk

(SEAL)

Approved as to form and legality this 20th day of April, 2017.


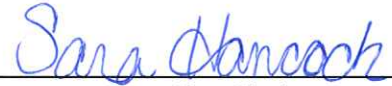

City Attorney

The foregoing First Amendment to Amended and Restated Trust Indenture was approved by the City Council of the City of Midwest City, Oklahoma on the ___ day of April, 2017.

CITY OF MIDWEST CITY, OKLAHOMA

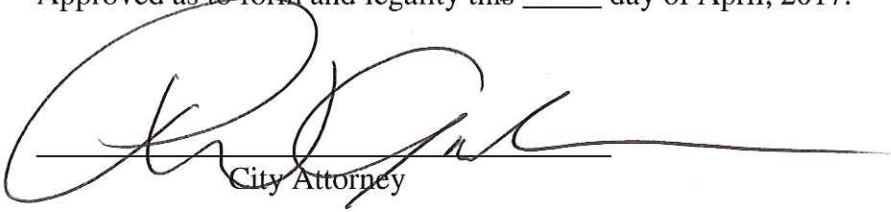
BY: 
Mayor

ATTEST:



City Clerk

(SEAL)

Approved as to form and legality this 20th day of April, 2017.


City Attorney

The foregoing First Amendment to Amended and Restated Trust Indenture was approved by the Board of Directors of the Midwest City Chamber of Commerce on the 18th day of April, 2017.

BY: * 
President

ATTEST:


Secretary

**Midwest City Chamber of Commerce
Executive Board of Directors Meeting Minutes
April 17, 2017**

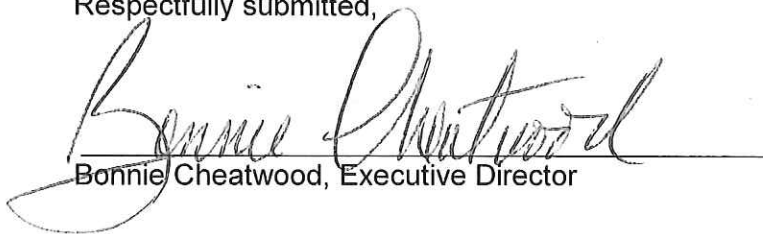
The Midwest City Chamber of Commerce Executive Board met at the Chamber office. The meeting was called to order at 1:35 p.m. Present: President Danita Rose, President-Elect Cliff Aldridge, James Finch, Dr. Jeanie Webb, Mike Kloiber, Wade Moore, Bonnie Cheatwood, City Manager Guy Henson, Economic Development Director Robert Coleman, and the City's legal counsel Dan McMahan. Not present: Randy Smith and Pam Teply.

FIRST AMENDMENT TO THE AMENDED AND RESTATED TRUST INDENTURE OF THE MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY: The Midwest City Chamber is Trustor of the Authority, The City Council are the Trustees, and the City is the Beneficiaries. The City Council of the Beneficiary and the Trustee of the Authority is performing a house keeping measure that updates the Trust Indenture as is relates to Economic and Community Development permitted by State Law. The amendment will allow for future economic development projects to promote and foster the general welfare and prosperity of the Beneficiaries. City Manager Guy Henson presented the amendment.

Because of a time sensitive project and the need for a special Council Meeting to be called on Thursday, April 20, 2017, a recommendation was made by Executive Board Member M. Kloiber for a call for a vote electronically by the entire active Board of Directors.

Action: The motion was made by M. Kloiber and seconded by J. Finch to approve the First Amendment to the Amended and Restated Trust Indenture of the Midwest City Memorial Hospital Authority. Motion carried.

Respectfully submitted,



Bonnie Cheatwood, Executive Director

4-18-17

Date Approved

**Midwest City Chamber of Commerce
Board of Directors Meeting Minutes
April 18, 2017**

The Midwest City Chamber of Commerce Active Board of Directors were presented the following information electronically at the request of the Executive Board, who met at the Chamber office on April 17, 2017.

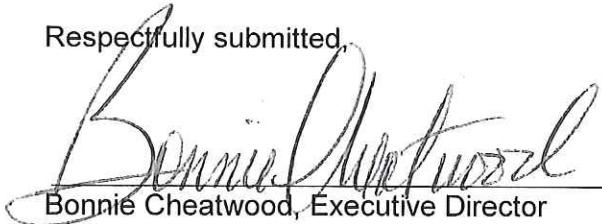
Present at the Executive Board meeting: President Danita Rose, President-Elect Cliff Aldridge, James Finch, Dr. Jeanie Webb, Mike Kloiber, Wade Moore, Bonnie Cheatwood, City Manager Guy Henson, Economic Development Director Robert Coleman, and the City's legal counsel Dan McMahan. Not present: Randy Smith and Pam Teply. City Manager Guy Henson presented the amendment.

The Midwest City Chamber is Trustor of the Authority, The City Council are the Trustees, and the City is the Beneficiaries. The City Council of the Beneficiary and the Trustee of the Authority is performing a house keeping measure that updates the Trust Indenture as is relates to Economic and Community Development permitted by State Law. The amendment will allow for future economic development projects to promote and foster the general welfare and prosperity of the Beneficiaries.

See attached amendment.

Action: The motion was made by J. Chappel and seconded by R. Epley to approve the First Amendment to the Amended and Restated Trust Indenture of the Midwest City Memorial Hospital Authority. Motion carried.

Respectfully submitted,



Bonnie Cheatwood, Executive Director

4-18-19
Date Approved

JOINT RESOLUTION

OF

THE TRUSTEES OF THE MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY
("AUTHORITY"), THE CITY COUNCIL OF THE CITY OF MIDWEST CITY,
OKLAHOMA, BENEFICIARY OF THE AUTHORITY, AND THE MIDWEST CITY
CHAMBER OF COMMERCE, TRUSTOR OF THE AUTHORITY

APPROVING

SECOND AMENDMENT TO
AMENDED AND RESTATED TRUST INDENTURE OF THE MIDWEST CITY
MEMORIAL HOSPITAL AUTHORITY

WHEREAS, on April 8th, 1998, that certain Amended and Restated Trust Indenture ("Amended Trust Indenture") of the Midwest City Memorial Hospital Authority ("Authority") was adopted amending the original Trust Indenture of the Authority dated July 1st, 1961, for the use and benefit of the City of Midwest City, Oklahoma ("Beneficiary"), which was subsequently amended by the First Amendment to Amended and Restated Trust Indenture of the Midwest City Memorial Hospital Authority in April, 2017 ("2017 Amendment") (collectively, as amended, the "Indenture"); and

WHEREAS, the 2017 Amendment amended Paragraph1(f) of Article III of the Amended Trust Indenture regarding the purposes of the Authority, which now reads in part as follows:

(f) To perform any other authorized and proper essential governmental function or act permitted by law to be performed by public trusts in the State of Oklahoma, including without limitation, to assist the Beneficiary, the United States, the State of Oklahoma, its municipalities, agencies, private entities and citizens in (i) promoting economic and community development, within and without the territorial limits of the City; (ii) developing additional employment which will benefit and strengthen the economy of the City; (iii) developing or redeveloping areas determined by the Beneficiary to be unproductive, undeveloped, underdeveloped or blighted; (iv) fostering an improved economic climate within the Beneficiary; and (v) otherwise promoting the general welfare and prosperity of the Beneficiary, all in order to achieve maximum utilization of the Beneficiary's human, economic and natural resources; and,

WHEREAS, based in part on the foregoing language of Paragraph1(f) of Article III of the Indenture, economic development is an authorized purpose of the Authority, and in furtherance thereof, the City Council of the Beneficiary and the Trustees of the Authority now desire to amend the Indenture with respect to funding of economic development; and,

WHEREAS, the Trustees of the Authority and the City Council of the Beneficiary, with the consent of the Trustor, the Midwest City Chamber of Commerce ("Trustor"), are all of the parties necessary to amend the Indenture and are therefore authorized to so do.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to the authority of the Trustees of the Authority and the City Council of the Beneficiary, and with the consent of the Trustor, the Midwest City Chamber of Commerce, the Indenture is hereby amended, as follows:

The Fifth sentence of Article VI (1) of the Indenture is amended to read as follows, with new language underscored:

All funds expended from the Discretionary Funds shall be processed through the Board by the grant application process (“Grant Application Process”), except those determined by the Trustees to be necessary for administration of the Trust, and except that monies may be expended from Discretionary Funds for (i) promoting, financing and developing commercial and industrial projects or facilities including, without limitation, offices, warehouses, retail and wholesale marketing facilities, motel and hotel establishments and restaurants, along with projects benefitting Tinker Air Force Base and private sector contractors and suppliers of the United States Department of Defense, and (ii) promoting, financing and developing recreational, sports, cultural, tourism, and entertainment projects or facilities (collectively, “Economic Development”) as determined by the Trustees, SUBJECT TO the following, provisions, limitations and requirements:

- (a) Notwithstanding anything contained in the Indenture to the contrary, Twenty-five percent (25%) of annual Discretionary Funds, (“Annual Grant Funds”), shall be annually processed through the Grant Application Process, with the Trustees authorized to expend the annual balance thereof for Economic Development and administration of the Trust (“Annual Economic Development and Trust Administration Funds”), provided that such percentage shall be reviewed for the purpose of possible adjustment and change no less frequently than every ten (10) years from and after September 1, 2018, provided further that any unexpended Annual Grant Funds shall be placed in a special account for use in subsequent years, but only for expenditures authorized by the Grant Application Process; and, unexpended Annual Economic Development and Trust Administration Funds shall be placed in a special account for use in subsequent years, but only for Economic Development and Trust Administration purposes.
- (b) Discretionary Funds authorized for expenditure for Economic Development shall not be used for annual operating expenses or salary expenses of the City, except for direct operating or salary expenses commonly recognized as reasonably necessary to advance Economic Development.
- (c) Unexpended Discretionary Funds existing on September 1, 2018, may be expended for Economic Development as determined by the Trustees, and need not be processed through the Grant Application Process.
- (d) The term “Discretionary Funds”, as set forth in the Amended Indenture, means the total of the two percent (2%) specifically excluded from the Compounded Principal as determined on June 30 of each year.

BE IT FURTHER RESOLVED by the Trustees of the Authority and the City Council of the Beneficiary, that prior funding by the Trustees in furtherance of the purposes of the Authority as set forth by the Indenture, including funding of economic development initiatives, and the procedures by which such funding was authorized, are hereby ratified and approved and the Indenture is amended to the extent necessary to accomplish same, all of which shall have retroactive effect.

BE IT FURTHER RESOLVED by the Trustees of the Authority, the City Council of the Beneficiary, and the Trustor, the Midwest City Chamber of Commerce, that after approval of this Joint Resolution, a comprehensive amendment and restatement of the Indenture as modified by this Second Amendment to Amended and Restated Trust Indenture of the Midwest City Memorial Hospital Authority shall be prepared, approved and effectuated.

THE UNDERSIGNED AUTHORITY, BENEFICIARY AND TRUSTOR AGREE TO ALL CONTAINED HEREIN.

“Authority”

Date 10.26.18

TRUSTEES OF THE MIDWEST CITY
MEMORIAL HOSPITAL AUTHORITY



MATTHEW D. DUKES, Chair

ATTEST (SEAL)



SARA HANCOCK, Secretary

“Beneficiary”

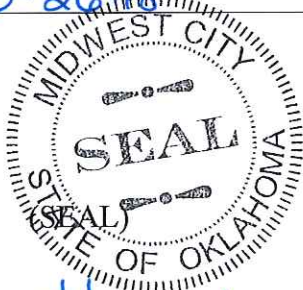
Date 10.26.18

CITY COUNCIL OF THE CITY OF
MIDWEST CITY, OKLAHOMA



MATTHEW D. DUKES, II, Mayor

ATTEST:



SARA HANCOCK, City Clerk

Date 11 - 1 - 18

"Trustor"

MIDWEST CITY CHAMBER OF
COMMERCE

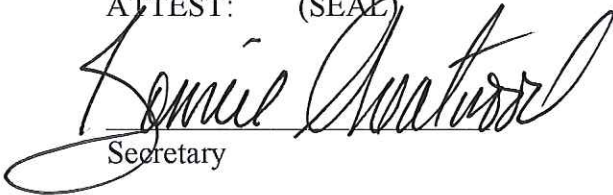




Name

Title

ATTEST: (SEAL)


Secretary

**SECOND AMENDMENT TO
AMENDED AND RESTATED TRUST INDENTURE OF THE MIDWEST CITY
MEMORIAL HOSPITAL AUTHORITY**

WHEREAS, on April 8th, 1998, that certain Amended and Restated Trust Indenture ("Amended Trust Indenture") of the Midwest City Memorial Hospital Authority ("Authority") was adopted amending the original Trust Indenture of the Authority dated July 1st, 1961, for the use and benefit of the City of Midwest City, Oklahoma ("Beneficiary"), which was subsequently amended by the First Amendment to Amended and Restated Trust Indenture of the Midwest City Memorial Hospital Authority in April, 2017 ("2017 Amendment") (collectively, as amended, the "Indenture"); and

WHEREAS, the 2017 Amendment amended Paragraph1(f) of Article III of the Amended Trust Indenture regarding the purposes of the Authority, which now reads in part as follows:

(f) To perform any other authorized and proper essential governmental function or act permitted by law to be performed by public trusts in the State of Oklahoma, including without limitation, to assist the Beneficiary, the United States, the State of Oklahoma, its municipalities, agencies, private entities and citizens in (i) promoting economic and community development, within and without the territorial limits of the City; (ii) developing additional employment which will benefit and strengthen the economy of the City; (iii) developing or redeveloping areas determined by the Beneficiary to be unproductive, undeveloped, underdeveloped or blighted; (iv) fostering an improved economic climate within the Beneficiary; and (v) otherwise promoting the general welfare and prosperity of the Beneficiary, all in order to achieve maximum utilization of the Beneficiary's human, economic and natural resources; and,

WHEREAS, based in part on the foregoing language of Paragraph1(f) of Article III of the Indenture, economic development is an authorized purpose of the Authority, and in furtherance thereof, the City Council of the Beneficiary and the Trustees of the Authority now desire to amend the Indenture with respect to funding of economic development; and,

WHEREAS, the Trustees of the Authority and the City Council of the Beneficiary, with the consent of the Trustor, the Midwest City Chamber of Commerce ("Trustor"), are all of the parties necessary to amend the Indenture and are therefore authorized to so do.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to the authority of the Trustees of the Authority and the City Council of the Beneficiary, and with the consent of the Trustor, the Midwest City Chamber of Commerce, the Indenture is hereby amended, as follows:

The Fifth sentence of Article VI (1) of the Indenture is amended to read as follows, with new language underscored:

All funds expended from the Discretionary Funds shall be processed through the Board by the grant application process (“Grant Application Process”), except those determined by the Trustees to be necessary for administration of the Trust, and except that monies may be expended from Discretionary Funds for (i) promoting, financing and developing commercial and industrial projects or facilities including, without limitation, offices, warehouses, retail and wholesale marketing facilities, motel and hotel establishments and restaurants, along with projects benefitting Tinker Air Force Base and private sector contractors and suppliers of the United States Department of Defense, and (ii) promoting, financing and developing recreational, sports, cultural, tourism, and entertainment projects or facilities (collectively, “Economic Development”) as determined by the Trustees, SUBJECT TO the following, provisions, limitations and requirements:

- (a) Notwithstanding anything contained in the Indenture to the contrary, Twenty-five percent (25%) of annual Discretionary Funds, (“Annual Grant Funds”), shall be annually processed through the Grant Application Process, with the Trustees authorized to expend the annual balance thereof for Economic Development and administration of the Trust (“Annual Economic Development and Trust Administration Funds”), provided that such percentage shall be reviewed for the purpose of possible adjustment and change no less frequently than every ten (10) years from and after September 1, 2018, provided further that any unexpended Annual Grant Funds shall be placed in a special account for use in subsequent years, but only for expenditures authorized by the Grant Application Process; and, unexpended Annual Economic Development and Trust Administration Funds shall be placed in a special account for use in subsequent years, but only for Economic Development and Trust Administration purposes.
- (b) Discretionary Funds authorized for expenditure for Economic Development shall not be used for annual operating expenses or salary expenses of the City, except for direct operating or salary expenses commonly recognized as reasonably necessary to advance Economic Development.
- (c) Unexpended Discretionary Funds existing on September 1, 2018, may be expended for Economic Development as determined by the Trustees, and need not be processed through the Grant Application Process.
- (d) The term “Discretionary Funds”, as set forth in the Amended Indenture, means the total of the two percent (2%) specifically excluded from the Compounded Principal as determined on June 30 of each year.

BE IT FURTHER RESOLVED by the Trustees of the Authority and the City Council of the Beneficiary, that prior funding by the Trustees in furtherance of the purposes of the Authority as set forth by the Indenture, including funding of economic development initiatives, and the procedures by which such funding was authorized, are hereby ratified and approved and the

Indenture is amended to the extent necessary to accomplish same, all of which shall have retroactive effect.

APPROVED FOR AND ON BEHALF OF THE TRUSTEES OF THE MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY, as authorized by Resolution No. 2018-04 approved by the Authority on October 9, 2018.

“Authority”

Date 10.29.18

MIDWEST CITY MEMORIAL
HOSPITAL AUTHORITY



MATHEW D. DUKES, Chair

ATTEST: (SEAL)



SARA HANCOCK, Secretary

Acknowledgment:

STATE OF OKLAHOMA)
)ss:
COUNTY OF OKLAHOMA)

Before me, the undersigned, a Notary Public, in and for said County and State, on this 29 day of October, 2018, personally appeared Matthew D. Dukes II, to me known to be the identical person who executed the within and foregoing instrument as Chair and acknowledged to me that he/she executed the same as his/her individual free and voluntary act and deed and as Chair of the Midwest City Municipal Memorial Hospital Authority for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

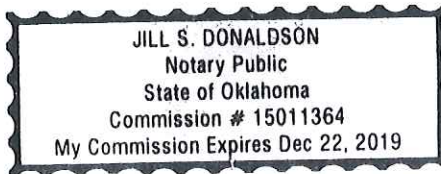

Notary Public

My Commission Expires:

12.22.19

Commission Number:

15011364



**ACCEPTANCE OF BENEFICIAL INTEREST
AND APPROVAL OF BENEFICIARY**

Pursuant to Resolution No. 2018-21 duly adopted by its City Council on October 9, 2018, the City of Midwest City, Oklahoma, hereby accepts the beneficial interest in the trust created by the above described Amended and Restated Trust Indenture, as previously amended by the above described 2017 Amendment, as further amended by the within and foregoing Second Amendment to Amended and Restated Trust Indenture, each of which are ratified, approved and accepted by the City of Midwest City, Oklahoma.


"Beneficiary"

Date 10-29-18

CITY COUNCIL OF THE CITY OF
MIDWEST CITY OKLAHOMA


MATTHEW D. DUKES, II, Mayor

ATTEST: (SEAL)


SARA HANCOCK, City Clerk



Acknowledgment:

STATE OF OKLAHOMA)
)ss:
COUNTY OF OKLAHOMA)

Before me, the undersigned, a Notary Public, in and for said County and State, on this 29 day of October, 2018, personally appeared Matthew D. Dukes II, to me known to be the identical person who executed the within and foregoing instrument as Mayor and acknowledged to me that he/she executed the same as his/her individual free and voluntary act and deed and as Mayor of the Midwest City, Oklahoma for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.


Notary Public

My Commission Expires:

12-22-19

Commission Number:

15011364



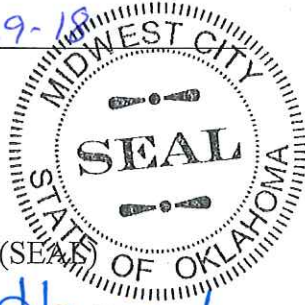
**ACCEPTANCE OF BENEFICIAL INTEREST
AND APPROVAL OF BENEFICIARY**

Pursuant to Resolution No. 2018-21 duly adopted by its City Council on October 9, 2018, the City of Midwest City, Oklahoma, hereby accepts the beneficial interest in the trust created by the above described Amended and Restated Trust Indenture, as previously amended by the above described 2017 Amendment, as further amended by the within and foregoing Second Amendment to Amended and Restated Trust Indenture, each of which are ratified, approved and accepted by the City of Midwest City, Oklahoma.

“Beneficiary”

Date

10-29-18



CITY COUNCIL OF THE CITY OF
MIDWEST CITY OKLAHOMA

MATTHEW D. DUKES, II, Mayor

ATTEST:

(SEAL)

SARA HANCOCK, City Clerk

Acknowledgment:

STATE OF OKLAHOMA)

)ss:

COUNTY OF OKLAHOMA)

Before me, the undersigned, a Notary Public, in and for said County and State, on this 29 day of October, 2018, personally appeared Matthew D. Dukes II, to me known to be the identical person who executed the within and foregoing instrument as Mayor and acknowledged to me that he/she executed the same as his/her individual free and voluntary act and deed and as Mayor of the Midwest City, Oklahoma for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

Notary Public

My Commission Expires:

12-22-19

Commission Number:

15011364



CONSENT OF TRUSTOR

“Trustor”

MIDWEST CITY CHAMBER OF
COMMERCE

11-1-18
Date

[Signature]
Cliff A Aldridge Pres.
Name Title

ATTEST: (SEAL)
[Signature]
Secretary

Acknowledgment:

STATE OF OKLAHOMA)
)ss:
COUNTY OF OKLAHOMA)

Before me, the undersigned, a Notary Public, in and for said County and State, on this 1 day of November, 2018, personally appeared the Above, to me known to be the identical person who executed the within and foregoing instrument as Trustor and acknowledged to me that he/she executed the same as his/her individual free and voluntary act and deed and as Trustor of the Midwest City Municipal Memorial Hospital Authority for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

[Signature]
Notary Public

My Commission Expires:
07011098

Commission Number:



Trustee Number 6

10/29/2018

Date

Christine Allen

Trustee Name Christine Allen, Ward 5

Acknowledgment:

STATE OF OKLAHOMA)

)ss:

COUNTY OF OKLAHOMA)

Before me, the undersigned, a Notary Public, in and for said County and State, on this 29 day of October, 2018, personally appeared Christine Allen, to me known to be the identical person who executed the within and foregoing instrument as Trustee and acknowledged to me that he/she executed the same as his/her individual free and voluntary act and deed and as Trustee of the Midwest City Municipal Memorial Hospital Authority for the uses and purposes therein set forth.

Given under my hand and seal the day and year last above written.

Dohna Ebersole

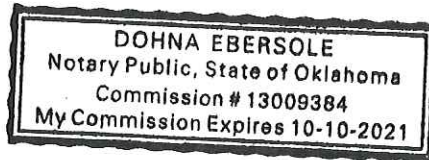
Notary Public

My Commission Expires:

10-10-21

Commission Number:

13009384



OPERATING CONTRACT BY AND BETWEEN
THE MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY
AND
THE TRUST BOARD OF GRANTORS

THIS CONTRACT, effective the 1st day of July, 1998, by and between the Midwest City Memorial Hospital Authority, a public trust (hereinafter the "Authority"), and the members of the Trust Board of Grantors (hereinafter the "Board of Grantors"),

WITNESSETH:

WHEREAS, the Authority's Amended and Restated Trust Indenture expressly authorizes the Authority to make and enter into management contracts and for the furnishing of any services or for the performance of any duties deemed by the trustees of the Authority (hereinafter the "Trustees") to be for and in the best interests of the administration of the trust estate; and

WHEREAS, the Authority deems a Board of Grantors to be the best vehicle by which to have certain duties and obligations performed in the Authority's best interests;

IT IS HEREBY CONTRACTED AND AGREED BETWEEN THE PARTIES AS FOLLOWS:

I.

GENERAL PROVISIONS

1.1 Scope and Duration.

1.1.1 Scope. This contract shall be binding upon the Authority, its successors and assigns, and upon the Board of Grantors and its successors.

1.1.2 Duration. This contract shall continue in full force and effect for the duration of the trust or until either party gives the other party thirty (30) days written notice of termination.

1.2 Partial Ineffectiveness. The invalidity or ineffectiveness for any reason of any one or more words, phrases, clauses, sentences, paragraphs, subsections, sections or articles of this contract shall not affect the remaining portions so long as such remaining portions constitute a practicably operable instrument; and any provision herein which shall be in derogation of the obligations and duties of the Authority and which would

constitute a breach of trust under the law of trusts shall be ineffective and inoperative notwithstanding its inclusion herein. Any such invalid or ineffective portion was inserted conditionally upon it being valid and effective only as aforesaid and this contract shall be construed as if such invalid or ineffective portion had been omitted.

II.

THE BOARD OF GRANTORS

2.1 Establishment of Board. The Board of Grantors is established to perform the duties and with the powers hereinafter set forth. The Board of Grantors shall be composed of nine (9) members. A quorum of the Board of Grantors shall consist of a majority of its members and at least a majority of its members must be present in order for the Board of Grantors to take any action. Approval of an action shall require the affirmative vote of a majority of the members of the Board of Grantors present at a meeting at which a quorum is present.

2.2 Limitations on Board Members. No member of the Board of Grantors shall be eligible:

(a) To enter, directly or indirectly, into any contract for profit with the Authority or the Board of Grantors;

(b) To profit in any manner, directly or indirectly, by reason of membership on the Board of Grantors;

(c) To be employed by the Authority during his/her term or within two (2) years after expiration of the term for which such member was appointed;

(d) To serve more than two (2) consecutive four-year terms but appointment to serve an unexpired term shall be considered a full term for this purpose only if the appointee serves as such for a period in excess of two (2) years; or

(e) To receive compensation for serving as a member the Board of Grantors, however, members of the Board of Grantors may obtain reimbursement with approval of the Authority for their actual expenses incurred while performing or participating in activities directly related to their duties and responsibilities as members of the Board of Grantors.

2.3 Term, Appointment and Removal.

2.3.1 Term. Each member of the Board of Grantors shall serve a four-year term. No member of the Board of Grantors

shall be eligible to serve more than two (2) consecutive terms. A term shall consist of more than two years of membership.

2.3.2 Qualifications. Members of the Board of Grantors must be at least twenty-five (25) years of age and must be residents of or employed within the corporate limits of the city of Midwest City for at least one (1) year prior to appointment and throughout their term. Members of the Board of Grantors should be chosen for their business or community experience but can also be chosen based upon their representation of an at-risk segment of the Midwest City community.

2.3.3 Appointment. Each Trustee shall nominate one (1) member of the Board of Grantors, which member must be confirmed by an affirmative vote of a majority of the Trustees present to be eligible to serve on the Board of Grantors. The Midwest City Chamber of Commerce shall appoint two (2) members of the Board of Grantors. The initial appointees to the Board of Grantors based on nominations of the trustees who serve as the mayor and as councilmembers for Ward 1, Ward 3 and Ward 5 of the city of Midwest City and one of the Chamber of Commerce's appointees shall serve for a period of two (2) years so that, in the future, every two (2) years approximately one-half of the Board of Grantors shall be appointed or reappointed. In the event of a vacancy on the Board of Grantors, the entity that initially appointed the member last holding the vacant office shall nominate or appoint, as appropriate, a replacement subject to confirmation by an affirmative vote of a majority of the Trustees in the case of an appointment by a Trustee.

2.3.4 Removal. Any member of the Board of Grantors may be removed by the Authority for good and sufficient cause certified by a resolution of the Authority. "Good and sufficient cause" may be defined as, but not limited to, failing to attend more than one-half of all meetings of the Board of Grantors in any period of four (4) consecutive months.

III.

DUTIES OF BOARD OF GRANTORS

3.1 Obligations of Board of Grantors and Authority.

(a) The Board of Grantors shall have the duty to:

(1) Seek, request, apply for and receive, with the permission of the Authority, grants, gifts and donations, in money, property or services, from governmental agencies, individuals, entities, corporations or organizations by gift, devise, bequest or otherwise, absolutely or in trust;

(2) Beginning no later than September 1 of each year, publicly advertise and distribute materials to governmental agencies, individuals, entities, corporations or organizations seeking a grant from the Authority for any public purpose that directly benefits the Midwest City community which may include, but shall not be limited to:

- (i) Economic development;
- (ii) Education;
- (iii) Revitalization of the city of Midwest City;
- (iv) Community;
- (v) Housing;
- (vi) Safety;
- (vii) Youth and family; or
- (viii) Health;

(3) Review the grant applications received from governmental agencies, individuals, entities, corporations or organizations seeking a grant from the Authority and make recommendations to the Authority no later than March 1 each year of which grant applications to fund and in what amount within the budget set by the Authority each year;

(4) Periodically evaluate community needs to assist the Board of Grantors in making its grant funding recommendations to the Authority;

(5) Make such other recommendations to the Authority as may be appropriate for the continuing benefit of the Authority and perform such other duties and have such other powers as the Authority may determine from time to time.

(b) The Authority shall have the duty to:

(1) Review the Board of Grantors's recommendations and fund those grant applications that the Authority deems the most appropriate use of its funds;

(2) Review any other recommendations made by the Board of Grantors and take appropriate action based on those recommendations; and

(3) Determine and notify the Board of Grantors, prior to September 1 of each year, of the amount of the Authority's funds available for distribution for grants.

3.2 Staff.

(a) The City Manager for the City of Midwest City shall be the general manager and administrator of the Authority. He shall assist the Board of Grantors in performing its duties and obligations to the Authority. He shall have the authority and discretion to use the services of the staff of the City of Midwest City, for which the Authority shall reimburse the City, or he may hire such other staff as he deems appropriate to meet the needs of the Authority.

(b) The City Attorney for the City of Midwest City shall be the attorney for the Authority and for the Board of Grantors. The attorney shall attend such meetings and provide such legal advice as requested by the Board of Grantors.

IV.

REPORTS TO AUTHORITY; MEETINGS OF AUTHORITY

4.1 The Board of Grantors shall make a year-end report to the Authority no later than June 30 of each year. Such year-end reports shall contain some indication of the Board of Grantors's objectives, aims and goals.

4.2 At least one member of the Board of Grantors shall attend each meeting of the Authority if requested to do so by the Authority.

V.

MEETINGS OF THE BOARD OF GRANTORS


5.1 Organization. The Board of Grantors may determine its own methods of organization and functioning, and its officers and their duties. However, any bylaws of the Board of Grantors that are approved by the Board of Grantors must be approved by the Authority prior to being effective.

5.2 Meetings. The Board of Grantors shall meet as often as it deems appropriate. Notice of the time and place of each meeting of the Board of Grantors shall be given and posted as required by the Oklahoma Open Meetings Act. Copies of the notice and agenda of meetings and supporting documents of the Board of Grantors shall be furnished to members of the Authority and to the City Attorney of the City of Midwest City.

IN WITNESS WHEREOF, the parties hereto have executed this contract in multiple counterparts, each of which constitutes one and the same contract, to be effective as of July 1, 1998.

DATED this 28th day of July, 1998.

MIDWEST CITY MEMORIAL HOSPITAL
AUTHORITY


Chairman

ATTEST:



Secretary

MEMBERS OF THE TRUST BOARD OF
GRANTORS

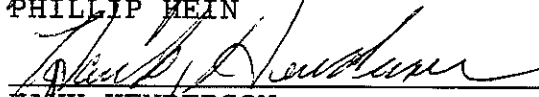
8/04/98
Date


KEITH BEACHLER

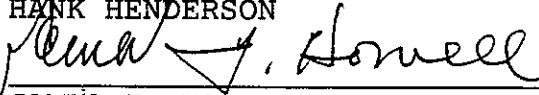
8/04/98
Date


PHILLIP HEIN


8/04/98
Date


HANK HENDERSON

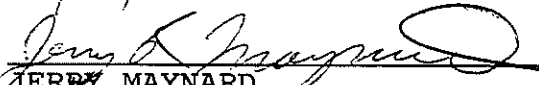
8/04/98
Date


JAMES F. HOWELL

8/04/98
Date


MARY KALBERT

8/04/98
Date


JERRY MAYNARD

8/04/98
Date


SMOKEY MCKINNEY


8/04/98
Date


JOHNNY MORGAN

8/04/98
Date


C. W. SNYDER

APPROVED AS TO FORM AND LEGALITY this 4th day of
August, 1998.


City Attorney



Midwest City Memorial Hospital Authority

100 North Midwest Boulevard
Midwest City, Oklahoma 73110
(405) 732-2281 FAX (405) 739-1208 TDD (405) 739-1359

J. Guy Henson
*General Manager/
Administrator*

Trustees

Jerry Maynard
Turner Mann
Ruth Cain
James Ray
Michael Pung
Richard Rice
Russell Smith

Board of Grantors

Andrew J. Johns
Lynn Nelson
Tommy Melton
Ray Hardin
Beverly Young
Brenda Bodenheimer
Steve Coleman
Dara McGlamery
Pam Hall

MEMORANDUM

TO: Honorable Hospital Authority Chairman and Trustees
Honorable Board of Grantors Chairman and Members

FROM: J. Guy Henson, General Manager/Administrator

DATE: April 8, 2008

RE: Discussion and consideration of amending the Operating Contract;
the Bylaws of the Trust Board of Grantors; and/or the Policies and
Procedures of the Trust Board of Grantors

This meeting was called to provide both the Hospital Authority trustees and the members of the Board of Grantors the opportunity to discuss any concerns or issues either body may have with the terms and conditions of the Operating Contract, the Board's Bylaws and/or the Board's Policies and Procedures. Several issues have been raised in the past, such as the definition of "community" as it pertains to grant applications; the eligibility requirements for grant applications; the grant application process; and the City's eligibility to apply for grant funds, that I thought all of you might want to discuss as a group.

Action is at your discretion.



J. GUY HENSON
General Manager/Administrator

Attachments (4):

Amended and Restated Trust Indenture
Operating Contract
Bylaws
Policies and Procedures

BYLAWS
OF
THE TRUST BOARD OF GRANTORS

PREAMBLE

For the purpose of these bylaws, the words "Board of Grantors" shall mean the Trust Board of Grantors and the word the "Authority" shall mean the Midwest City Memorial Hospital Authority.

Membership on the Board of Grantors carries with it a responsibility that makes it obligatory for each member of the Board of Grantors to perform the duties involved as conscientiously and as efficiently as possible.

The members of the Board of Grantors are appointed by the Authority and the Midwest City Chamber of Commerce, and shall perform their obligations and duties in accordance with the rules, regulations and procedures established by the Authority.

The Mission Statement governing the Board of Grantors when considering grant applications shall be to preserve, endow and support the betterment of the community of Midwest City.

ARTICLE I

OFFICERS OF THE BOARD OF GRANTORS

As soon as practicable after the initial Board of Grantors is appointed, and annually thereafter, the Board of Grantors shall meet and elect from among its members a chairman, a vice-chairman and a secretary/treasurer. No member of the Board of Grantors may serve more than two (2) consecutive one-year terms in any one office.

The chairman shall preside at all meetings and shall be an ex-officio member of all committees. S/he shall sign all official documents approved by the Board of Grantors.

The vice-chairman shall preside at all meetings and perform all other duties of the chairman when the chairman is absent or otherwise unable or unwilling to perform the duties of chairman. When acting as the chairman in the absence, inability or unwillingness of the chairman to act, the vice-chairman shall have all of the powers and authority of the chairman.

The secretary/treasurer shall keep the minutes and proceedings of all meetings of the Board of Grantors. The secretary/treasurer shall also be the custodian of all correspondence, reports and records of the Board of Grantors. The

secretary/treasurer is also responsible for the proper accounting of the recommendations to the Authority for the disbursement of grant funds.

ARTICLE II

COMMITTEES

Committees of the Board of Grantors shall be standing or special committees. Committees shall be created as necessary by a majority vote of the Board of Grantors.

ARTICLE III

MEETINGS OF THE BOARD OF GRANTORS

The fiscal year of the Board of Grantors shall be from July 1 through June 30. The Board of Grantors shall hold meetings as needed to accomplish its mission. Notice of the time and place of the Board of Grantors's regular meetings shall be made in writing by December 15 of each year to the Midwest City City Clerk indicating the date, time and place for each regular meeting for the following calendar year. Public notice of each meeting shall be filed and posted as required by the Oklahoma Open Meetings Act. Copies of the notice and agenda of meetings of the Board of Grantors and supporting documents shall be furnished to members of the Authority and to the attorney for the Board of Grantors and the Authority. A quorum of a majority of the members of the Board of Grantors must be present at any meeting for the Board of Grantors to conduct any business. Approval of an action shall require the affirmative vote of a majority of the members of the Board of Grantors present at a meeting at which a quorum is present. Members of the Board of Grantors may be subject to removal if they are absent from more than one-half of all of the meetings held by the Board of Grantors in any consecutive four-month period.

Special meetings may be called as necessary to carry out the purposes of the Board of Grantors. Special meetings may be called by the chairman or by written request to the secretary/treasurer of a majority of the members of the Board of Grantors. Notice of such special meeting shall be given to all members of the Board of Grantors.

The following is a suggested agenda for the Board of Grantors:

1. Call to order
2. Approval of minutes of previous meetings
3. Old business

4. New business
5. Reports of officers and committees
6. Communications
7. Other business.

IV.

DUTIES OF THE BOARD OF GRANTORS

The Board of Grantors shall have the duty to:

(a) Seek, request, apply for and receive, with the permission of the Authority, grants, gifts and donations, in money, property or services, from governmental agencies, individuals, entities, corporations or organizations by gift, devise, bequest or otherwise, absolutely or in trust;

(b) Beginning no later than September 1 of each year, publicly advertise and distribute materials to governmental agencies, individuals, entities, corporations or organizations seeking a grant from the Authority for any public purpose that directly benefits the Midwest City community which may include, but shall not be limited to:

- (1) Economic development;
- (2) Education;
- (3) Revitalization of the city of Midwest City;
- (4) Community;
- (5) Housing;
- (6) Safety;
- (7) Youth and family; or
- (8) Health;

(c) Review the grant applications received from governmental agencies, individuals, entities, corporations or organizations seeking a grant from the Authority and make recommendations to the Authority no later than March 1 each year of which grant applica-

tions to fund and in what amount within the budget set by the Authority each year;

(d) Periodically evaluate community needs to assist the Board of Grantors in making its grant funding recommendations to the Authority;

(e) Make such other recommendations to the Authority as may be appropriate for the continuing benefit of the Authority and perform such other duties and have such other powers as the Authority may determine from time to time; and

(f) Disclose any and all relationships that any member of the Board of Grantors has or may have with any governmental agency, individual, entity, corporation or organization that applies for a grant from the Authority. This duty also applies to each member of the Board of Grantors requiring that s/he disclose to the Board of Grantors any and all relationships s/he has or may have with any governmental agency, individual, entity, corporation or organization prior to the Board of Grantors's consideration of any grant application from a governmental agency, individual, entity, corporation or organization with which any member of the Board of Grantors has or may have a relationship of any kind or description.

V.

STAFF

The City Manager for the City of Midwest City shall be the general manager and administrator of the Authority. He shall assist the Board of Grantors in performing its duties and obligations to the Authority. He shall have the authority and discretion to use the services of the staff of the City of Midwest City, for which the Authority shall reimburse the City, or he may hire such other staff as he deems appropriate to meet the needs of the Authority. The Board of Grantors may adopt policies and procedures. These policies and procedures should guide the staff in its implementation of the Board of Grantors's duties and obligations to the Authority.

VI.

REPORTS TO, MEETINGS OF AUTHORITY

The Board of Grantors shall make a year-end report to the Authority no later than June 30 of each year. Such year-end reports shall contain some indication of the Board of Grantors's objectives, aims and goals.

At least one member of the Board of Grantors shall attend each meeting of the Authority if requested to do so by the Authority.

VII.

APPLICATIONS FOR GRANT FUNDS

(1) All applications for grant funds, to be eligible for consideration by the Board of Grantors, must contain the following information and such other information as the Board of Grantors may request:

(a) Name, address and telephone number of the applicant and the name of a specific contact person who shall represent the applicant during the application process;

(b) A specific description of for what the grant funds, if received, will be used; and

(c) A specific description of how the use of the grant funds, if received, will benefit the Midwest City community.

(2) All applications shall be reviewed and receive equal consideration regardless of the applicant's race, creed, color, religion, sex, handicap or national origin.

VIII.

INDEMNIFICATION OF THE BOARD OF GRANTORS

Every person who is now or shall be a member of the Board of Grantors in the future shall be indemnified by the Authority against all costs and expenses, including attorneys' fees, actually and necessarily incurred by or imposed upon any member in connection with or resulting from any action, suit or proceeding of whatever nature to which such member is or shall be made a party by reason of being or having been a member of the Board of Grantors, whether or not such member holds that position at the time the member is made a party to such action, suit or proceeding or at the time such costs or expenses are incurred or imposed. The Authority shall not, however, indemnify any member of the Board of Grantors in any action, suit or proceeding when it has been determined that the member acted outside the scope of the member's duties as a member of the Board of Grantors.

IX.

AMENDMENTS TO BYLAWS

These bylaws may be amended after notice is given at any regular meeting of the Board of Grantors. At the next meeting following the meeting at which notice that the bylaws would be amended was provided, a two-thirds (2/3) majority of the members of the Board of Grantors present shall be required for adoption of the amendment. An amendment shall be effective upon its approval by the Authority.

X.

ADOPTION OF BYLAWS

These bylaws may be adopted at any meeting of the Board of Grantors and shall become effective when approved by the Board of Grantors and the Authority. In the event any of these bylaws shall be in conflict with the Amended and Restated Trust Indenture or the Operating Contract between the Authority and the Board of Grantors, the Amended and Restated Trust Indenture and the Operating Contract shall prevail over these bylaws.

THESE BYLAWS WERE PASSED, APPROVED AND ADOPTED by the Board of Grantors on the 7th day of July, 1998, and approved by the Authority on the 14th day of July, 1998.

TRUST BOARD OF GRANTORS

Robert J. Howell
Chairman

ATTEST:

Mary Karpent
Secretary/Treasurer

MIDWEST CITY MEMORIAL HOSPITAL
AUTHORITY


Eddie O. Reed
Eddie O. Reed, Chairman

ATTEST:

Tommy Melton
Tommy Melton, Secretary

1998.

APPROVED AS TO FORM AND LEGALITY this 14th day of July,


City Attorney

POLICIES AND PROCEDURES OF
THE MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY
TRUST BOARD OF GRANTORS

DEFINITIONS:

Authority: The Midwest City Memorial Hospital Authority, a public trust, or, interchangeably, the trustees of that trust.

Board of Grantors or Board: The Trust Board of Grantors of the Authority or, interchangeably, the members of that board.

Policy: A basic principle by which the Board of Grantors guides its affairs and organization.

Procedure: An established method or manner by which the bylaws and policies of the Board of Grantors is implemented.

A. POLICIES

ADMINISTRATION:

(1) Purposes and objectives of the Board of Grantors:
The purposes and objectives of the Board of Grantors are to:

- (a) Seek, request, apply for and receive grants, gifts and donations;
- (b) Advertise and distribute materials to members of the public seeking a grant from the Authority;
- (c) Review the returned completed grant applications from members of the public seeking a grant from the Authority; and
- (d) Make recommendations to the Authority, within the funding limits set by the Authority each year, as to which grant applications should be funded.

(2) Duties and responsibilities of the Board officers:

Chairman: Preside at all meetings; be an ex-officio member of all committees; and sign all official documents approved by the Board of Grantors;

Vice-Chairman: Preside at all meetings; perform the duties of the chairman when the chairman is absent or unwilling to perform the duties of the chairman; and, when acting as the chairman, have all the powers and authority of the chairman.

Secretary/treasurer: Keep the minutes and proceedings of all meetings of the Board of Grantors; be the custodian of all correspondence, reports and records; and be responsible for the proper accounting of the disbursement of grant funds.

(3) Meetings: Prior to December 15 of each year a list of all of the dates and times of all of the regular meetings of the Board of Grantors for the next calendar year shall be forwarded to the Authority and the city clerk for the City of Midwest City. The Board of Grantors and all of its committees shall comply with the Oklahoma Open Meetings Act, as it may be amended from time to time.

(4) Equal opportunity statement: No employee of the Authority or grant applicant will be discriminated against because of race, color, creed, sex, age, religion, physical handicap or national origin.

B. PROCEDURES

(1) Board of Grantors: Seven (7) members of the Board of Grantors are appointed by the Authority and two (2) by the Midwest City Chamber of Commerce. The Board members shall elect a chairman, a vice-chairman and a secretary/treasurer.

(2) Committees: There shall be two types of committees of the Board of Grantors: standing and special. Committees shall be created as necessary by the chairman or by a majority vote of the Board of Grantors.

(3) Meetings: Unless otherwise indicated on the agenda, all meetings of the Board of Grantors will convene in the second floor conference room at Midwest City City Hall, 100 North Midwest Boulevard, Midwest City, Oklahoma. All dates, times and places of all committee meetings shall be given to the Secretary of the Authority at least 72 hours prior to each meeting. Special meetings of the Board of Grantors can be called on an as-needed basis as determined by the chairman or by a majority of the Board of Grantors. The Board of Grantors and all of its committees shall comply with the Oklahoma Open Meetings Act, as it may be amended from time to time.

(4) Duties of the Board of Grantors:

- (a) To seek, request, apply for and receive grants, gifts and donations to be administered by the Authority with the assistance of the Board of Grantors;
- (b) To review applications for the disbursement of grant monies ensuring that the applications comply with the Authority's objectives and the guidelines of the Operating Agreement between the Authority and the Board of Grantors. The following guidelines shall be used in the evaluation of each application:
 - (i) The primary and foremost consideration of the benefit to the community shall be the final determination whether to fund grant applications.
 - (ii) Each application will be individually reviewed and evaluated by each Board member uniformly and without bias prior to the ranking meeting. Each Board member shall complete evaluation forms that have a numerical weight to each area of the application for each application prior to the ranking meeting.
 - (iii) If there is an application that is illegible or that a Board member cannot understand, he/she shall seek advice of counsel prior to evaluating or abstain from evaluating that application. Any Board member that discovers he/she has a potential conflict of interest pertaining to any grant application must inform the Board of Grantors of that conflict and should abstain from evaluating that application.
- (c) To rate the submitted grant applications on a competitive basis using the following criteria:
 - (i) Need for the project in the community of Midwest City, Oklahoma;
 - (ii) Project description and specific plans for implementation and use of grant funds;

- (iii) Number of citizens or visitors that the project would benefit in the community;
 - (iv) Positive impact the project would have in the community; and
 - (v) Plans for project evaluation objectives;
- (d) Periodically conduct a community analysis and submit a report to the Authority as to the needs of the community. This can be a committee project and reviewed annually;
 - (e) Send to the Authority by March 1 of each year a ranking list of those grant applications that meet the guidelines; and
 - (f) Make recommendations to the Authority as may be appropriate for the benefit of the Authority, and perform such duties and have such other powers as the Authority may determine from time to time.

(5) Rating of grant applications: After each Board member has read all of the grant applications and completed an evaluation form for each with rating numbers, all sections of the evaluation form will be added together to determine that Board member's point total for each grant application. All of the Board members' point totals for each grant application will be added together and divided by the total number of evaluating Board members. This number then becomes the ranking number for that grant application. This procedure continues until all grant applications are evaluated and ranked from the highest to lowest. If clarification of a grant application or a project is needed, this can be accomplished by a visit by or to the Board of Grantors or by written clarification submitted by an applicant of specific areas of a grant application or a project at the sole and exclusive discretion of the Board of Grantors.

(6) Grant limitations: Only one application will be considered if two or more identical applications are submitted. No identical grant will be funded in subsequent years but multi-year grant applications will be considered. All grant applications must be double spaced and typewritten or printed in black ink, and must be received by the Secretary of the Authority prior to 5:00 p.m. on the designated deadline to qualify for consideration for funding by the Board of Grantors.

(7) Annual review: These procedures shall be reviewed annually or as directed by the chairman of the Board of Grantors or of the Authority.

(8) Attendance at Authority meetings: At least one member of the Board of Grantors shall attend meetings of the Authority when requested to do so by the Authority.

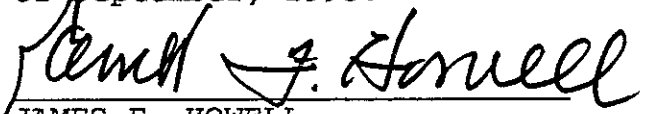
C. REPORTS TO THE AUTHORITY

(1) Ranking report: The Board of Grantors shall prepare and submit to the Authority a report ranking those grant applications with the highest total point averages as its recommendations as to which grant applications should be funded. At no time shall the funding recommendations of the Board of Grantors exceed the funding limits identified by the Authority no later than September 1 of each year as being available for distribution as grants.

(2) Year-end report: The Board of Grantors shall make a year-end report to the Authority no later than June 30 of each year. The year-end report will contain some indication of the objectives, aims and goals of the Board of Grantors.

(3) Budget: The Board of Grantors shall submit a budget of its intended expenditures for the following fiscal year to the Authority before May 1 of each year. This budget will be prepared by the Authority's Secretary and approved by the Board of Grantors prior to submission for the Authority's approval.

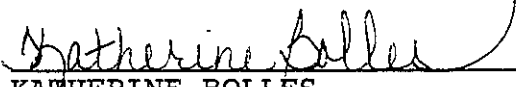
THESE POLICIES AND PROCEDURES were passed and approved by the Trust Board of Grantors of the Midwest City Memorial Hospital Authority on the 10th day of September, 1998.


JAMES F. HOWELL
Chairman

ATTEST:


MARY KALBERT
Secretary/Treasurer

APPROVED AS TO FORM AND LEGALITY this 10th day of September, 1998.


KATHERINE BOLLES
Attorney for the Trust Board
of Grantors

RESOLUTION NO. 2020- 28

WHEREAS, the Trustees of the Midwest City Memorial Hospital Authority ("Authority") will consider the attached and incorporated Resolution on December 8, 2020 approving a Joint Resolution and authorizing the Chairman to take actions in furtherance thereof ("Resolution of December 8, 2020"); and, the Council of the City of Midwest City desires to take the following actions.

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

The Resolution of December 8, 2020 is hereby joined in and approved by the City of Midwest City, Oklahoma ("City"), including approval of the THIRD AMENDMENT TO AMENDED AND RESTATED TRUST INDENTURE OF THE MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY as provided for by the Resolution of December 8, 2020 ("Third Amendment") as beneficiary of the Authority, with the Mayor authorized to execute Third Amendment for and on behalf of the City.

PASSED AND APPROVED by the Mayor and Council of the City of Midwest City, Oklahoma, this 8th day of December, 2020.

CITY OF MIDWEST CITY, OKLAHOMA



Matthew D. Dukes II
MATTHEW D. DUKES II, Mayor

ATTEST:

Sara Hancock
SARA HANCOCK, City Clerk

APPROVED as to form and legality this 11 day of December, 2020.

Heather Poole
HEATHER POOLE, City Attorney

JOINT RESOLUTION

OF

THE TRUSTEES OF THE MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY ("AUTHORITY"), THE CITY COUNCIL OF THE CITY OF MIDWEST CITY, OKLAHOMA, BENEFICIARY OF THE AUTHORITY, AND THE MIDWEST CITY CHAMBER OF COMMERCE, TRUSTOR OF THE AUTHORITY

APPROVING

THIRD AMENDMENT TO
AMENDED AND RESTATED TRUST INDENTURE OF THE MIDWEST CITY
MEMORIAL HOSPITAL AUTHORITY

WHEREAS, on April 8th, 1998, that certain Amended and Restated Trust Indenture ("Amended Trust Indenture") of the Midwest City Memorial Hospital Authority ("Authority") was adopted amending the original Trust Indenture of the Authority dated July 1st, 1961, for the use and benefit of the City of Midwest City, Oklahoma ("Beneficiary"), which was subsequently amended by the First Amendment to Amended and Restated Trust Indenture of the Midwest City Memorial Hospital Authority on April, 2017 ("2017 Amendment") (collectively, as amended, the "Indenture"); and amended again by the Second Amendment to the Amended and Restated Trust Indenture of the Midwest City Memorial Hospital Authority on October 9, 2018.

WHEREAS, the 2018 Amendment Paragraph 2(b) of Article III of the Amended Trust Indenture regarding the purposed of the Authority, which now reads in part as follows:

(b) Grants for the acquisition of, improvement to or enhancement of property shall be limited to properties or improvements or enhancements to properties that have an expected useful life of greater than twenty (20) years.

WHEREAS, based in part on the foregoing language of Paragraph 2(b) of Article III of the Indenture, the City Council of the Beneficiary and the Trustees of the Authority now desire to amend said Amended Trust Indenture to clarify the purposes of the Trust, specifically for what purposes the Trust funds may be awarded; and,

WHEREAS, the Trustees of the Authority and the City Council of the Beneficiary, with the consent of the Trustor, the Midwest City Chamber of Commerce ("Trustor"), are all of the parties necessary to amend the Indenture and are therefore authorized to so do.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to the authority of the Trustees of the Authority and the City Council of the Beneficiary, and with the consent of the Trustor, the Midwest City Chamber of Commerce, the Indenture is hereby amended, as follows:

SECTION I. Paragraph 2 (b) of Article III of said Amended Trust Indenture is hereby amended, to read as follows, with new language underscored:

(b) Grants for the acquisition of, improvement to or enhancement of property shall be awarded with preference to be given to those properties or improvements or enhancements to properties that have an expected useful life of greater than twenty (20) years but requests can be considered that include requests for property items that include technology or other software dependent property items that will aid the Beneficiaries identified in Article III, (1) (a).

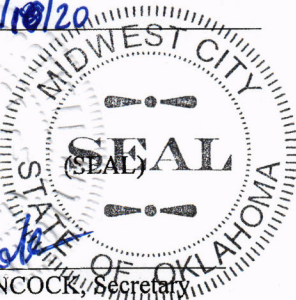
THE UNDERSIGNED AUTHORITY, BENEFICIARY AND TRUSTOR AGREE TO ALL CONTAINED HEREIN.

APPROVED FOR AND ON BEHALF OF THE TRUSTEES OF THE MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY, as authorized by Resolution No. HA 2020-03 approved by the Authority on December 8, 2020.

Date 12/10/20

ATTEST:


SARA HANCOCK, Secretary



Date 12/10/20

ATTEST:


SARA HANCOCK, City Clerk



"Authority"

TRUSTEES OF THE MIDWEST CITY
MEMORIAL HOSPITAL AUTHORITY


MATTHEW D. DUKES, Chair

"Beneficiary"

CITY COUNCIL OF THE CITY OF
MIDWEST CITY, OKLAHOMA


MATTHEW D. DUKES II, MAYOR

Date 12-2-20

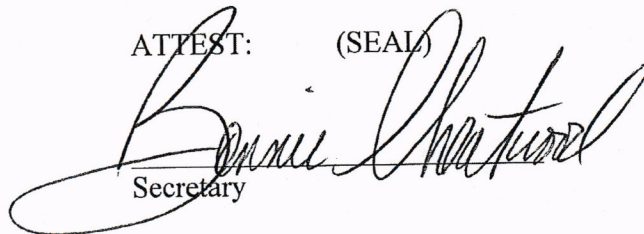
"Trustor"

MIDWEST CITY CHAMBER OF
COMMERCE



Shane Willard, President
Name Title

ATTEST: (SEAL)



Secretary

RESOLUTION NO. HA 2020- 03

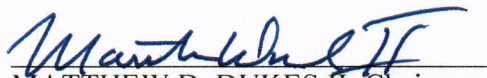
WHEREAS, the Council of City of Midwest City approved the attached and incorporated Resolution on December 8, 2020 authorizing the Trustees of the Midwest City Memorial Hospital Authority ("Authority") to consider and approve a Joint Resolution and authorize the Chairman to take actions in furtherance thereof ("Resolution of December 8, 2020"); and, the Chairman of the Midwest City Memorial Hospital Authority desires to take the following actions.

NOW, THEREFORE, BE IT RESOLVED BY THE TRUSTEES OF THE MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY:

The Resolution of December 8, 2020 is hereby joined in and approved by the Midwest City Hospital Authority, Oklahoma ("City"), including approval of the THIRD AMENDMENT TO AMENDED AND RESTATED TRUST INDENTURE OF THE MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY as provided for by the Resolution of December 8, 2020 ("Third Amendment") as beneficiary of the Authority, with the Chair authorized to execute Third Amendment for and on behalf of the Authority.


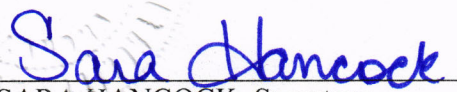
PASSED AND APPROVED by the Chairman and Trustees of the Midwest City Memorial Hospital Authority, Oklahoma, this 8th day of December, 2020.

MIDWEST CITY HOSPITAL
AUTHORITY, a public trust



MATTHEW D. DUKES II, Chairman

ATTEST:

SARA HANCOCK, Secretary

APPROVED as to form and legality this 11 day of December, 2020.



HEATHER POOLE, City Attorney

JOINT RESOLUTION

OF

THE TRUSTEES OF THE MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY ("AUTHORITY"), THE CITY COUNCIL OF THE CITY OF MIDWEST CITY, OKLAHOMA, BENEFICIARY OF THE AUTHORITY, AND THE MIDWEST CITY CHAMBER OF COMMERCE, TRUSTOR OF THE AUTHORITY

APPROVING

THIRD AMENDMENT TO
AMENDED AND RESTATED TRUST INDENTURE OF THE MIDWEST CITY
MEMORIAL HOSPITAL AUTHORITY

WHEREAS, on April 8th, 1998, that certain Amended and Restated Trust Indenture ("Amended Trust Indenture") of the Midwest City Memorial Hospital Authority ("Authority") was adopted amending the original Trust Indenture of the Authority dated July 1st, 1961, for the use and benefit of the City of Midwest City, Oklahoma ("Beneficiary"), which was subsequently amended by the First Amendment to Amended and Restated Trust Indenture of the Midwest City Memorial Hospital Authority on April, 2017 ("2017 Amendment") (collectively, as amended, the "Indenture"); and amended again by the Second Amendment to the Amended and Restated Trust Indenture of the Midwest City Memorial Hospital Authority on October 9, 2018.

WHEREAS, the 2018 Amendment Paragraph 2(b) of Article III of the Amended Trust Indenture regarding the purposed of the Authority, which now reads in part as follows:

(b) Grants for the acquisition of, improvement to or enhancement of property shall be limited to properties or improvements or enhancements to properties that have an expected useful life of greater than twenty (20) years.

WHEREAS, based in part on the foregoing language of Paragraph 2(b) of Article III of the Indenture, the City Council of the Beneficiary and the Trustees of the Authority now desire to amend said Amended Trust Indenture to clarify the purposes of the Trust, specifically for what purposes the Trust funds may be awarded; and,

WHEREAS, the Trustees of the Authority and the City Council of the Beneficiary, with the consent of the Trustor, the Midwest City Chamber of Commerce ("Trustor"), are all of the parties necessary to amend the Indenture and are therefore authorized to so do.

NOW, THEREFORE, BE IT RESOLVED, that pursuant to the authority of the Trustees of the Authority and the City Council of the Beneficiary, and with the consent of the Trustor, the Midwest City Chamber of Commerce, the Indenture is hereby amended, as follows:

SECTION I. Paragraph 2 (b) of Article III of said Amended Trust Indenture is hereby amended, to read as follows, with new language underscored:

(b) Grants for the acquisition of, improvement to or enhancement of property shall be awarded with preference to be given to those properties or improvements or enhancements to properties that have an expected useful life of greater than twenty (20) years but requests can be considered that include requests for property items that include technology or other software dependent property items that will aid the Beneficiaries identified in Article III, (1) (a).

THE UNDERSIGNED AUTHORITY, BENEFICIARY AND TRUSTOR AGREE TO ALL CONTAINED HEREIN.

APPROVED FOR AND ON BEHALF OF THE TRUSTEES OF THE MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY, as authorized by Resolution No. HA 2020-03 approved by the Authority on December 8, 2020.

Date 12/10/20

ATTEST: (SEAL)
Sara Hancock
SARA HANCOCK, Secretary

"Authority"

TRUSTEES OF THE MIDWEST CITY
MEMORIAL HOSPITAL AUTHORITY
Matthew D. Dukes
MATTHEW D. DUKES, Chair

Date 12/10/20

ATTEST:
Sara Hancock
SARA HANCOCK, City Clerk



"Beneficiary"

CITY COUNCIL OF THE CITY OF
MIDWEST CITY, OKLAHOMA
Matthew D. Dukes II
MATTHEW D. DUKES II, MAYOR

Date 12-2-20

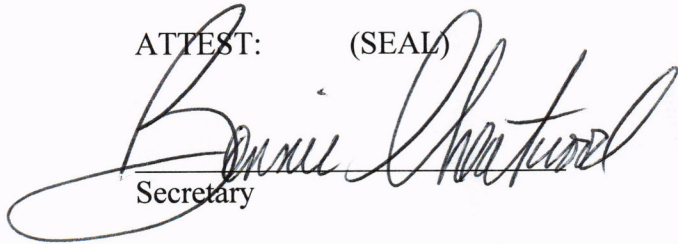
"Trustor"

MIDWEST CITY CHAMBER OF
COMMERCE



Shane Willard, President
Name Title

ATTEST: (SEAL)



Secretary

Grant History (End-of-Year Report Info.)		
Fiscal Year	# of Apps Awarded	Total Amount Awarded
FY 24-25		
FY 23-24	18	\$530,645.45
FY 22-23	13	\$557,333.00
FY 21-22	19	\$590,258.00
FY 20-21	53	\$437,090.00
FY 19-20	18	\$458,497.00
FY 18-19	19	\$500,000.00
FY 17-18	18	\$450,000.00
FY 16-17	13	\$450,000.00
FY 15-16	11	\$425,000.00
FY 14-15	10	\$400,000.00
FY 13-14	7	\$350,000.00
FY 12-13	9	\$300,000.00
FY 11-12	11	\$380,344.00
FY 10-11	8	\$169,657.00
FY 09-10	10	\$415,326.00
FY 08-09	12	\$409,738.43
FY 07-08	0	\$0.00
FY 06-07	10	\$500,000.00
FY 05-06	26	\$449,544.74
FY 04-05	28	\$500,000.00
FY 03-04	21	\$250,000.00
FY 02-03	25	\$500,000.00
FY 01-02	30	\$500,000.00
FY 00-01	33	\$500,000.00
FY 99-11	20	\$500,000.00
FY 98-99	24	\$392,504.00
Total to Date	466	\$10,457,440.62

MWC Hospital Authority GRANT RECIPIENTS 2023-24

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE	REMARKS
Mid-Del Schools	Child Nutrition-Meals for All Students	\$25,000.00			\$25,000.00	
Juneteenth MWC	Juneteenth MWC Family Festival 2024	\$24,188.00			\$24,188.00	
MWC Police	Metal Detector	\$75,240.00			\$75,240.00	
Autumn House	Chiller System Replacement	\$90,000.00			\$90,000.00	
MWC Animal Welfare	Free Spay and Neutering Services.	\$15,000.00			\$15,000.00	
MWC Golf	Phase 2 of Security Fence Project at John Conrad Golf Course	\$100,000.00			\$100,000.00	
Garden Club	Mansard Roof	\$9,342.55			\$9,342.55	
Mid-Del Food Pantry	Replace Refrigerators	\$38,150.00			\$38,150.00	
MWC Tree Board	Arbor Day Tree Giveaway	\$5,000.00			\$5,000.00	
MWC Fire Dept.	AED Save Stations	\$21,855.00			\$21,855.00	
Leah's Hope	Home Security for Residents	\$1,600.00			\$1,600.00	
Malana Bracht	MWC History Book	\$2,500.00			\$2,500.00	
Rotary Club	Trailers for the Flag Program	\$10,000.00			\$10,000.00	
Literacy Link	Bridging the Digital Divide	\$7,500.00			\$7,500.00	
Mid-Del Technology	De-escalation Training	\$9,000.00			\$9,000.00	
Mid-Del Youth Football Association	Equipment	\$15,000.00			\$15,000.00	
Mid-Del Youth and Family Center	Transport to Fun	\$25,591.00			\$25,591.00	
Mobile Meals St. Matthews	Mobile Meals Kitchen Upgrade and Repair	\$55,679.09			\$55,679.09	
	Total of recommended grants awarded	\$530,645.64				
					\$530,645.64	
	Total funds awarded	\$530,645.64	\$0.00	\$0.00	\$530,645.64	
	Current year funding approved by Council					
	Total FY 2022-23 Grant Expenditures				0.00	
	Monies Returned to Hospital Authority Account				0.00	
Updated 03/07/24 JD	Total FY 2022-23 Grant Monies Remaining				0.00	

MWC Hospital Authority GRANT RECIPIENTS 2022-23

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE	REMARKS
MWC Eng. & Con.	Purchase and install Benches along new Mid-America Trail.	\$15,000.00	\$14,076.80	\$923.20	\$0.00	Sent email reminder on 8-10-23.
MWC Eng. & Con.	Purchase and install Blue Lights along new Mid-America Trail.	\$54,306.00			\$54,306.00	Sent email reminder on 8-10-23. Requested 6-mon. ext. on 04-3-24.
MWC Police	Purchase trailer and speed sign for traffic data and stats.	\$29,837.00			\$29,837.00	Sent email reminder on 8-10-23 and 4-11-24.
St. M.U.M. Church	Purchase building materials and hire contractors to refurbish donated space.	\$36,000.00	\$36,000.00		\$0.00	
American Legion Post 170	Automation Improvements - 3 new PCs/1 laptop/3 printers.	\$5,490.00	\$5,423.74	\$66.26	\$0.00	
MWC Soccer Club	Purchase and install safety fence.	\$21,600.00	\$21,600.00		\$0.00	
MWC Fire	Purchase 82 sets of duel certified gear for fire staff.	\$95,000.00	\$95,000.00		\$0.00	Sent email reminder on 8-10-23.
C.A.H.S.	PCs/Gaming equipment for new Esports Program.	\$4,000.00	\$4,000.00		\$0.00	Sent email reminder on 8-10-23.
Mission Mid-Del, Inc.	Purchase of a Used Box Truck.	\$40,000.00	\$40,000.00		\$0.00	
MWC Golf Course	Purchase and install safety fence between Golf Course and Joe B. Barnes Regional Park.	\$100,000.00	\$100,000.00		\$0.00	Sent email reminder on 8-10-23.
MWC Com. Dev.	Restore and install original Skytrain letters at the new Atkinson Park.	\$50,000.00			\$50,000.00	Sent email reminder on 8-10-23.
Mid-Del Technology Center	STEM summer camp for 6-8 grade students.	\$13,000.00	\$12,062.91		\$937.09	Sent email reminder on 8-10-23. Rec. request to amend letter on 09-07-23, G.M. approved.
Mid-Del Group Homes	Build a safe loading dock.	\$93,100.00	\$93,100.00		\$0.00	
	Total of recommended grants awarded	\$557,333.00				
					\$0.00	
	Total funds awarded	\$557,333.00	\$421,263.45	\$989.46	\$135,080.09	
	Current year funding approved by Council					
	Total FY 2022-23 Grant Expenditures				-421,263.45	
	Monies Returned to Hospital Authority Account				989.46	
Updated 04/17/24 JD	Total FY 2022-23 Grant Monies Remaining				-420,273.99	

MWC Hospital Authority GRANT RECIPIENTS 2021-22

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE	REMARKS
Autumn House	Update/Replace Elevator	\$125,000.00	\$125,000.00		\$0.00	
Leah's Hope, Inc.	Strengthening Identity	\$3,500.00	\$3,500.00		\$0.00	Emailed 03-08-23
MCHS Band Boosters	Bomber Band Equipment Van	\$25,000.00	\$25,000.00		\$0.00	
Mid-Del P. S. Found.	Calming Corners	\$25,581.32	\$25,581.32		\$0.00	Called 04-06-23 6-month ext. on May 16, 2023 Sent email on 08-15-23
Mid-Del Tech. Center	2022 MDTC Leadership Institute	\$12,000.00	\$12,000.00		\$0.00	6-month ext. on April 25, 2023 Sent email on 08-15-23
Mid-Del Youth and Family Center	Circle to Safety Project	\$9,864.00	\$9,864.00		\$0.00	
MWC Animal Welfare	Dog Runs at the new Animal Shelter	\$18,674.00	\$18,661.99	\$12.01	\$0.00	Called 04-06-23
MWC Econ. Development	EDA 2022 Business Assistance Program	\$100,000.00	\$43,160.00		\$56,840.00	Brentwood = \$11,585 Maytag Bldg. = \$31,575 1-year ext. on April 25, 2023 Sent email on 8-10-23. Requested 6-mon. ext. 04-23-24.
MWC Fire Dept.	Health and Fitness	\$11,694.00	\$11,693.94	\$0.06	\$0.00	
MWC Grants Management	Middle Income Homebuyer Assistance	\$50,000.00	\$50,000.00		\$0.00	6-month ext. on April 25, 2023 Sent email on 8-10-23.
MWC Grants Management	NIA Center Digital Signage Project	\$41,500.00	\$41,500.00		\$0.00	
MWC Neigh. Services	Neighbors Helping Neighbors	\$6,000.00	\$5,999.36	\$0.64	\$0.00	
MWC Public Works	Tree Replen./ J.B. Park Improvements	\$61,089.49	\$40,985.00	\$20,104.49	\$0.00	Emailed 04-06-23 6-month ext. on April 25, 2023 Sent email on 8-10-23
MWC Public Works	Christmas Displays for Holiday Lights	\$57,415.44			\$57,415.44	Emailed 04-06-23 6-month ext. on April 25, 2023 Sent email on 8-10-23
MWCHS Homerun Club	MCHS Ballpark Improvements	\$25,778.75	\$25,778.75		\$0.00	
Rose State Found., Inc.	Young Storm Raiders! Camp	\$2,317.00	\$2,002.09	\$314.91	\$0.00	Called 04-06-23 6-month ext. on April 25, 2023 Sent email on 08-15-23
Rose State Found., Inc.	STEM 3D Printing	\$3,424.00	\$1,804.63	\$1,619.37	\$0.00	Called 04-06-23 6-month ext. on April 25, 2023 Sent email on 08-15-23
Rose State Found., Inc.	Drone Deploy Project	\$6,420.00	\$5,519.70	\$900.30	\$0.00	Called 04-06-23 6-month ext. on April 25, 2023 Sent email on 08-15-23
V.F.W. Post 7192	Renovation of Banquet Area	\$5,000.00	\$5,000.00		\$0.00	Called 04-06-23
	Total of recommended grants awarded	\$590,258.00				
	Total funds awarded	\$590,258.00	\$453,050.78	\$22,951.78	\$114,255.44	
	Current year funding approved by Council				\$590,258.00	
	Total FY 21-22 Grant Expenditures				-453,050.78	
	Monies Returned to Hospital Authority Account				-22,951.78	
Updated 04/17/24 JD	Total FY 2021-22 Grant Monies Remaining				114,255.44	

MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY COMMUNITY IMPROVEMENT GRANTS

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE
GRANT RECIPIENTS FY 2022-23					
MWC Eng. & Con.	Purchase and install Benches along new Mid-America Trail.	\$15,000.00	\$14,076.80	\$923.20	\$0.00
MWC Eng. & Con.	Purchase and install Blue Lights along new Mid-America Trail.	\$54,306.00			\$54,306.00
MWC Police	Purchase trailer and speed sign for traffic data and stats.	\$29,837.00			\$29,837.00
St. M.U.M. Church	Purchase building materials and hire contractors to refurbish donated space.	\$36,000.00	\$36,000.00		\$0.00
American Legion Post 170	Automation Improvements - 3 new PCs/1 laptop/3 printers.	\$5,490.00	\$5,423.74	\$66.26	\$0.00
MWC Soccer Club	Purchase and install safety fence.	\$21,600.00	\$21,600.00		\$0.00
MWC Fire	Purchase 82 sets of duel certified gear for fire staff.	\$95,000.00			\$95,000.00
C.A.H.S.	PCs/Gaming equipment for new Esports Program.	\$4,000.00	\$3,725.66		\$274.34
Mission Mid-Del, Inc.	Purchase of a Used Box Truck.	\$40,000.00	\$40,000.00		\$0.00
MWC Golf Course	Purchase and install safety fence between Golf Course and Joe B. Barnes Regional Park.	\$100,000.00	\$100,000.00		\$0.00
MWC Com. Dev.	Restore and install original Skytrain letters at the new Atkinson Park.	\$50,000.00			\$50,000.00
Mid-Del Technology Center	STEM summer camp for 6-8 grade students.	\$13,000.00			\$13,000.00
Mid-Del Group Homes	Build a safe loading dock.	\$93,100.00	\$93,100.00		\$0.00
	Final outcome of funds:	\$557,333.00	\$313,926.20	\$989.46	242,417.34
GRANT RECIPIENTS FY 2021-22					
Autumn House	Update/Replace Elevator	\$125,000.00	\$125,000.00		\$0.00
Leah's Hope, Inc.	Strengthening Identity	\$3,500.00	\$3,500.00		\$0.00
MCHS Band Boosters	Bomber Band Equipment Van	\$25,000.00	\$25,000.00		\$0.00
Mid-Del P. S. Found.	Calming Corners	\$25,581.32			\$25,581.32
Mid-Del Tech. Center	2022 MDTC Leadership Institute	\$12,000.00	\$11,996.53		\$3.47
Mid-Del Youth and Family Center	Circle to Safety Project	\$9,864.00	\$9,864.00		\$0.00
MWC Animal Welfare	Dog Runs at the new Animal Shelter	\$18,674.00	\$18,661.99	\$12.01	\$0.00
MWC Econ. Development	EDA 2022 Business Assistance Program	\$100,000.00	\$43,160.00		\$56,840.00
MWC Fire Dept.	Health and Fitness	\$11,694.00	\$11,693.94	\$0.06	\$0.00
MWC Grants Management	Middle Income Homebuyer Assistance	\$50,000.00	\$25,000.00		\$25,000.00
MWC Grants Management	NIA Center Digital Signage Project	\$41,500.00	\$41,500.00		\$0.00
MWC Neigh. Services	Neighbors Helping Neighbors	\$6,000.00	\$5,999.36	\$0.64	\$0.00
MWC Public Works	Tree Replen./ J.B. Park Improvements	\$61,089.49			\$61,089.49
MWC Public Works	Christmas Displays for Holiday Lights	\$57,415.44			\$57,415.44
MWCHS Homerun Club	MCHS Ballpark Improvements	\$25,778.75	\$25,778.75		\$0.00
Rose State Found., Inc.	Young Storm Raiders! Camp	\$2,317.00			\$2,317.00
Rose State Found., Inc.	STEM 3D Printing	\$3,424.00			\$3,424.00
Rose State Found., Inc.	Drone Deploy Project	\$6,420.00			\$6,420.00
V.F.W. Post 7192	Renovation of Banquet Area	\$5,000.00	\$5,000.00		\$0.00
	Final outcome of funds:	\$590,258.00	\$352,154.57	\$12.71	238,090.72
GRANT RECIPIENTS FY 2020-21 SECOND ROUND					
Altitude 1291, LLC	Economic Relief	\$21,924.00	\$21,924.00		\$0.00
C'est Si Bon, Inc	Economic Relief	\$20,000.00	\$20,000.00		\$0.00
Star Skate	Reimbursement for floor	\$50,000.00	\$50,000.00		\$0.00
La Greek Restaurant	Economic Relief	\$18,000.00	\$18,000.00		\$0.00
Spencer's Smokehouse BBQ	Economic Relief	\$43,319.37	\$43,319.37		\$0.00
Chequers	Economic Relief	\$28,000.00	\$28,000.00		\$0.00
Super Subs	Economic Relief	\$4,000.00	\$2,031.90	\$1,968.10	\$0.00
Brielle's Bistro	Economic Relief	\$4,000.00	\$4,000.00		\$0.00
Seasoned Café	Economic Relief	\$20,000.00	\$20,000.00		\$0.00
Fuzzy's MWC	Economic Relief	\$9,500.00	\$9,500.00		\$0.00
BTB MWC Ops LLC	Economic Relief	\$15,000.00	\$15,000.00		\$0.00
S&B MWC Ops LLC	Economic Relief	\$15,000.00	\$15,000.00		\$0.00
Hawthorn Suites	Economic Relief	\$10,000.00	\$10,000.00		\$0.00
HH2 to HH3 Ops LLC	Economic Relief	\$5,000.00	\$5,000.00		\$0.00
The Okies Fabric Stash	Economic Relief	\$25,000.00	\$25,000.00		\$0.00
Pete & Bevos Restaurant Group	Economic Relief	\$2,000.00	\$2,000.00		\$0.00
MWC Feast	Economic Relief	\$5,000.00	\$5,000.00		\$0.00
Meiji MWC	Economic Relief	\$5,000.00	\$5,000.00		\$0.00
AAA Kopy LLC	Economic Relief	\$24,846.63	\$24,846.63		\$0.00
Red Rock Dentistry	Economic Relief	\$15,000.00	\$15,000.00		\$0.00
	Final outcome of funds:	\$340,590.00	\$338,621.90	\$1,968.10	\$0.00

Note: Total funds for 20-21 = \$433,090 - \$92,500 = \$340,590

COVID-19 Small Business Relief Grant Recipients 2020-21 FIRST ROUND

Altitude 1291, LLC	Economic Relief	\$4,000	\$4,000		\$0.00
Bare Essentials	Economic Relief	\$1,500	\$1,500		\$0.00
Booger Red's	Economic Relief	\$4,000	\$4,000		\$0.00
Brielle's Bistro	Economic Relief	\$4,500	\$4,500		\$0.00
Celebrity Club	Economic Relief	\$4,000	\$4,000		\$0.00
C'Est Si Bon	Economic Relief	\$2,000	\$2,000		\$0.00
Chong Wah Asian Bistro	Economic Relief	\$4,000	\$4,000		\$0.00
Computers Coffee & Chill	Economic Relief	\$4,000	\$4,000		\$0.00
Cookies By Design	Economic Relief	\$4,000	\$4,000		\$0.00
Cut Loose Hair Design	Economic Relief	\$1,500	\$1,500		\$0.00
Douglas Hair Salon	Economic Relief	\$1,500	\$1,500		\$0.00
Ghost Riders Saloon	Economic Relief	\$4,000	\$4,000		\$0.00
Hair by Julia	Economic Relief	\$1,500	\$1,500		\$0.00
Jazzercise	Economic Relief	\$1,500	\$1,500		\$0.00
La Greek	Economic Relief	\$4,000	\$4,000		\$0.00
Meiji MWC	Economic Relief	\$2,000	\$2,000		\$0.00
Pelican's	Economic Relief	\$4,000	\$4,000		\$0.00
Planet Bowl	Economic Relief	\$4,000	\$4,000		\$0.00
Red Rock Dentistry	Economic Relief	\$1,500	\$1,500		\$0.00
Regional Health & Wellness Center	Economic Relief	\$1,500	\$1,500		\$0.00
Ron's Hamburgers & Chili	Economic Relief	\$2,000	\$2,000		\$0.00
Seasoned Café	Economic Relief	\$4,000	\$4,000		\$0.00
Star Skate	Economic Relief	\$4,000	\$4,000		\$0.00
Super Subs	Economic Relief	\$4,000	\$4,000		\$0.00
Tana Thai	Economic Relief	\$4,000	\$4,000		\$0.00
Tequila Daisy Hair Lounge	Economic Relief	\$1,500	\$1,500		\$0.00
Tez Wingz	Economic Relief	\$4,000	\$4,000		\$0.00
The Guild	Economic Relief	\$1,500	\$1,500		\$0.00
The Okies Fabric Stash	Economic Relief	\$4,000	\$4,000		\$0.00
TimberView Family Dentistry	Economic Relief	\$1,500	\$1,500		\$0.00
Tumble Stars, L.L.C.	Economic Relief	\$1,500	\$1,500		\$0.00
Wert-Simpson Dental Clinic	Economic Relief	\$1,500	\$1,500		\$0.00
Wholly Guacamole	Economic Relief	\$4,000	\$4,000		\$0.00
Note: Total budgeted funds for 20-21 = \$433,090	Final outcome of funds:	\$96,500.00	\$96,500.00	\$0.00	\$0.00

GRANT RECIPIENTS 2019-20

Mid-Del Public Schools Foundation	Our Future is Bright, But We Need Shade!	\$35,000.00	\$35,000.00		\$0.00
MWC Public Works Dept.	Solar-Powered School Zone Signals Pilot Program	\$10,000.00	\$10,000.00		\$0.00
Mid-Del Technology Center	Long Term Care Nurse Assistant Program	\$10,044.48	\$9,868.08	\$176.40	\$0.00
MWC Fire	Heavy Rescue Stabilization Equipment	\$13,218.18	\$13,218.18		\$0.00
Rose State College Foundation, Inc.	STEM Academy - Cyber Security Essentials	\$1,645.00	\$1,645.00		\$0.00
MWC Grants Management Dept.	Municipal Complex Sidewalks	\$65,000.00	\$65,000.00		\$0.00
Mid-Del Technology Center	Fire Extinguisher Training System	\$11,755.00	\$11,755.00		\$0.00
Rose State College Foundation, Inc.	STEM Academy - Cobots	\$1,120.00	\$907.02	\$212.98	\$0.00
Rose State College Foundation, Inc.	STEM Academy - 3D Printing	\$6,318.00	\$3,095.09	\$3,222.91	\$0.00
Mid-Del Tech. Center, Practical Nursing Dept.	High-Fidelity Simulation Lab	\$25,000.00	\$20,895.00	\$4,105.00	\$0.00
MWC Economic Development	Air Depot Corridor Improvement Study	\$48,466.67	\$48,466.67		\$0.00
MWC Police	MWC Animal Welfare Surgical Room Equipment	\$32,340.00	\$32,340.00		\$0.00
MWC Public Works Dept.	Compost and Sand Bagger	\$37,205.00	\$37,205.00		\$0.00
MWC Economic Development	Medical Plaza District Study	\$48,466.67	\$48,466.67		\$0.00
Rose State College Foundation, Inc.	STEM Academy - Flying Safely with Drones	\$2,100.00	\$2,100.00		\$0.00
MWC Soccer Club	MWC Soccer Club ThorGuard	\$25,635.00	\$25,635.00		\$0.00
MWC Community Development	Traffic Collection for Trails	\$18,000.00	\$18,000.00		\$0.00
MWC Police	MWC Animal Welfare Marquee Sign	\$67,183.00	\$67,183.00		\$0.00
	Final outcome of funds:	\$458,497.00	\$450,779.71	\$7,717.29	\$0.00

GRANT RECIPIENTS 2018-19					
St. Matthew United Methodist Church, Inc.	Freezers - Mobile Meals at St. Matthew	\$20,000.00	\$19,115.90	\$884.10	\$0.00
St. Matthew United Methodist Church, Inc.	Refrigerators - Mobile Meals at St. Matthew	\$9,100.00	\$8,720.70	\$379.30	\$0.00
MWC Soccer Club	MWC Soccer Club Marquees	\$44,013.80	\$44,013.80		\$0.00
MWC Fire Department	Rescue Boat	\$3,449.00	\$3,449.00		\$0.00
Leah's Hope, Inc.	Leah's Hope Transitional Housing Program	\$37,960.00	\$37,960.00		\$0.00
Mid-Del School Foundation	Refill Mid-Del!	\$36,395.20	\$36,395.20		\$0.00
MWC High School Band	Band Instruments	\$23,400.00	\$19,144.00	\$4,256.00	\$0.00
Willow Brook Elementary	Marquee	\$25,000.00	\$25,000.00		\$0.00
Kiwanis Club of MWC	Park a Lot	\$25,000.00	\$25,000.00		\$0.00
Mid-Del Youth and Family Center, Inc.	Septic System	\$10,000.00	\$10,000.00		\$0.00
MWC Economic Development	Business Compliance Grant Program	\$50,000.00	\$45,788.50	\$4,211.50	
MWC Grant Mgmt.	Original Mile Homebuyer Assistance Program	\$50,000.00	\$50,000.00		\$0.00
MWC Grant Mgmt.	Middle Income Housing Rehab Loan Program	\$50,000.00	\$50,000.00		\$0.00
MWC Communications	Community Improvement Grant Branding	\$3,500.00	\$3,500.00		\$0.00
MWC Parks & Rec.	Lions Park Electronic Message Board Relocation	\$40,000.00	\$40,000.00		\$0.00
MWC PWA	Trailer Mounted Impact Attenuator	\$19,182.00	\$18,675.00	\$507.00	\$0.00
MWC PWA	Electronic Marquee for Public Works	\$38,000.00	\$38,000.00		\$0.00
MWC Parks & Rec.	Blue Light Phones for Rail with Trail	\$15,000.00	\$15,000.00		\$0.00
	Final outcome of funds:	\$500,000.00	\$489,762.10	\$10,237.90	\$0.00
GRANT RECIPIENTS 2017-18					
MWC Police	FARO Technologies Hardware & Software	\$78,811.00	\$78,810.74	0.26	\$0.00
The Eden Clinic, Inc.	Increased Medical Services	\$30,000.00	\$30,000.00		\$0.00
MWC Fire	Gas ID Analyzer	\$61,000.00	\$61,000.00		\$0.00
MWC Fire	Gas Monitors	\$14,400.00	\$14,400.00		\$0.00
MWC Fire	Child Passenger Safety Restraints	\$2,030.25	\$2,030.25		\$0.00
MWC Fire	Triage Kits	\$12,808.44	\$12,808.44		\$0.00
Carl Albert High School	Water Bottle Filling Stations	\$1,040.21	\$1,040.21		\$0.00
Autumn House, Inc.	Installation of Wireless System	\$26,645.50	\$26,645.50		\$0.00
MWC Public Works	Excavation Safety Response Unit	\$67,000.00	\$67,000.00		\$0.00
Carl Albert Band Booster	Band Trailer	\$22,500.00	\$22,500.00		\$0.00
Oklahoma Earthbike Fellowship	SCIP Maintenance	\$4,500.00	\$4,500.00		\$0.00
MWC Senior Center	Senior Center Aquarium Project	\$2,520.00	\$2,519.99	0.01	\$0.00
Friends of the OK History Center, Inc.	Restore & Interpret Historic C-47	\$10,000.00	\$10,000.00		\$0.00
MWC Com. Dev.	Drone	\$5,000.00	\$5,000.00		\$0.00
MWC Com. Dev.	Ridgecrest Neighborhood Entrance Sign	\$2,200.00	\$2,200.00		\$0.00
MWC Grant Dept.	Dana Brown Cooper Head Start - Facility Improvements	\$4,100.00	\$4,100.00		\$0.00
MWC Public Works	Regional Trail Exercise Stations	\$15,000.00	\$15,000.00		\$0.00
MWC High School	Keeping Bombers Brilliant with B-1 Technology	\$90,444.60	\$90,444.60		\$0.00
	Final outcome of funds:	\$450,000.00	\$449,999.73	\$0.27	\$0.00
GRANT RECIPIENTS 2016-17					
MWC Chamber	MWC/Tinker 75th Anniversaries	\$209,956.00	\$209,956.00		\$0.00
Friends of the OK History Center	MWC Historic C-47 Exhibit	\$75,000.00	\$75,000.00		\$0.00
Divine Wisdom Worship Center	Van	\$25,000.00	\$25,000.00		\$0.00
Mid-Del Public Schools	John Deer Gator	\$21,304.00	\$21,304.00		\$0.00
MWC Parks & Rec.	Shuttle golf cars	\$20,000.00	\$17,918.86	\$2,081.14	\$0.00
MWC Com. Dev.	Changeable Message Sign	\$18,500.00	\$15,336.40	\$3,163.60	\$0.00
MWC Parks & Rec.	Mid-America Park Master Plan Proposal	\$16,000.00	\$15,550.00	\$450.00	\$0.00
Rose State College Foundation	MWC Heritage Day	\$15,000.00	\$12,411.02	\$2,588.98	\$0.00
Kiwanis Club	Blue Lights at Kiwanis' Park	\$10,000.00	\$7,338.00	\$2,662.00	\$0.00
MWC Parks & Rec.	Blue Lights at Lions Park	\$10,000.00	\$7,338.00	\$2,662.00	\$0.00
Eden Clinic	Pregnancy and Wellness	\$10,000.00	\$10,000.00		\$0.00
Rose State College	OK Business Conference	\$9,450.00	\$8,758.00	\$692.00	\$0.00
MWC Fire	Equipment upgrades	\$9,790.00	\$9,790.00		\$0.00
	Final outcome of funds:	\$450,000.00	\$435,700.28	14299.72	\$0.00

GRANT RECIPIENTS 2015-16					
MWC Police	Protective Cooling Vests for 2 K-9s	\$1,175.94	\$1,175.94		\$0.00
MWC Police	Training Simulator	\$146,101.90	\$146,102.00		\$0.00
MWC Economic Development	Heritage Park Mall Redev. Feasibility Study	\$27,500.00	\$27,500.00		\$0.00
Mid-Del Schools Foundation, Inc.	Subscribe to Ready to Learn/First Book	\$7,000.00	\$7,000.00		\$0.00
MWC Community Development	Innovation District Plan	\$62,500.00	\$62,500.00		\$0.00
MWC Tree Board	2015 Parklawn Beautification Project	\$38,000.00	\$28,000.00	\$10,000.00	\$0.00
MWC Tree Board	2015 Hudiburg Dr. Island Irrigation Project	\$28,300.00	\$28,166.77	133.23	\$0.00
MWC Fire	Fire wish list for equipment	\$100,000.00	\$100,000.00		\$0.00
Rose State College	Amphitheater Modernization	\$8,495.00	\$8,494.84	\$0.16	\$0.00
Mid-Del Food Pantry, Inc.	Dry Storage Building	\$4,000.00	\$4,000.00		\$0.00
MWC Parks & Recreation	Festival Inflatables Project				
		\$1,927.16		\$1,927.16	\$0.00
	Final outcome of funds:	\$425,000.00	\$412,939.55	\$1,927.16	\$0.00
GRANT RECIPIENTS 2014-15					
MWC Police	Wearable Video Camera System	\$61,000.00	\$60,991.39	8.61	\$0.00
Rose State College	Atkinson Heritage Center Revitalization Project II	\$47,581.00	\$47,581.00	\$0.00	\$0.00
MWC Grants Management	Midwest City Boys and Girls Club Pilot Program	\$75,000.00	\$75,000.00	\$0.00	\$0.00
MWC Public Relations	Stories of Christmas	\$91,000.00	\$91,000.00	0	\$0.00
MWC Fire	Community Risk Reduction Partnership (CRRP)	\$27,848.26	\$27,738.13	\$110.13	\$0.00
Mid-Del Public Schools	Sprigeo - A Safety Initiative	\$16,794.60	\$16,794.60	\$0.00	\$0.00
MWC Tree Board	29th & I-40 Island Beautification	\$14,800.00	\$14,963.78	-163.78	\$0.00
MWC Parks and Recreation	Emergency Blue Phone Project	\$38,776.14	\$36,638.98	\$2,137.16	\$0.00
RSVP of Central OK Inc.	RSVP Provide-A-Ride Medical Trans.	\$1,900.00	\$1,900.00	\$0.00	\$0.00
MWC Tree Board	Midwest Blvd Street Beautification	\$25,300.00	\$24,990.58	\$309.42	\$0.00
	Final outcome of funds:	\$400,000.00	\$397,598.46	2401.54	\$0.00
GRANT RECIPIENTS 2013-14					
MWC Fire Dept	Fire Command Training Center	\$32,000.00	\$32,000.00	\$0.00	\$0.00
MWC Golf Course	First Tee National Program	\$10,000.00	\$10,000.00	\$0.00	\$0.00
City of Midwest City/311 App	City Of MWC Mobile 311 App	\$20,000.00	\$19,924.00	\$76.00	\$0.00
Midwest City Chamber of Commerce	Town Center Electronic Event Billboard	\$80,584.87	\$78,157.21	2427.66	\$0.00
MWC Parks and Rec Dept	Mobile Stage	\$155,000.00	\$155,000.00	\$0.00	\$0.00
Rose State College - Atkinson	Atkinson Heritage Center Project - landscaping	\$52,415.13	\$52,415.13	\$0.00	\$0.00
	Final outcome of funds:	\$350,000.00	\$347,496.34	\$2,503.66	\$0.00
GRANT RECIPIENTS 2012-13					
MWC Fire Dept	Firefighter safety & health equipment	\$18,755.00	\$18,755.00		\$0.00
MWC Golf Course	Replace fence south side golf course	\$50,000.00	\$50,000.00		\$0.00
MWC Grants Mgmt	Original mile median improvement project	\$50,000.00	\$50,000.00		\$0.00
MWC Police Dept	Covered parking specialty equipment & vehicles	\$14,000.00	\$14,000.00		\$0.00
Midwest City Rotary Club	Erection of Veterans' Memorial - 2 grant year total	\$60,000.00	\$60,000.00		\$0.00
Midwest City Tree Board	SE 15th Street Beautification Project	\$35,000.00	\$32,064.20	\$2,935.80	\$0.00
Mid-Del City Public Schools Foundation	Bot Ball educational Robotics	\$25,000.00	\$22,923.38	\$2,076.62	
Regional Food Bank of OK	Expansion of MWC childhood hunger programs	\$25,000.00	\$25,000.00		\$0.00
YMCA of Greater OKC	Purchase & install addtl. playground equipment MWC	\$22,245.00	\$22,200.00	\$45.00	\$0.00
	Final outcome of funds:	\$300,000.00	\$294,942.58	\$5,057.42	\$0.00
GRANT RECIPIENTS 2011-12					
City of Midwest City	Green Machine	\$20,000.00	\$18,468.38	\$1,531.62	\$0.00
MWC Golf Course	Replace fence	\$50,000.00	\$50,000.00		\$0.00
MWC Police Dept.	Segway	\$8,025.00	\$7,533.96	\$491.04	\$0.00
MWC Police Dept.	Off-road UTV & Trailer	\$12,300.00	\$12,299.63	\$0.37	\$0.00
Healing Hearts Health Clinic	Medical & Office Equipment	\$2,000.00	\$2,000.00		\$0.00
Kiwanis' Club of MWC	2011 Concrete Kiwanis's Park Trails	\$70,000.00	\$70,000.00		\$0.00
Literacy Link	Adult Literacy Software	\$2,941.35	\$2,899.30	\$42.05	\$0.00
Metropolitan Library System	Library Garden Restoration	\$25,000.00	\$19,970.92	\$5,029.08	\$0.00
Midwest City Rotary Club	Veteran's Memorial project	\$100,000.00	\$100,000.00		\$0.00
Rose State College	RSC Pilot Program (6-12 grades)	\$60,500.00	\$60,500.00		\$0.00
YMCA Greater OKC	MWC YMCA Community playground	\$29,577.65	\$29,577.65		\$0.00
	Final outcome of funds:	\$380,344.00	\$373,249.84	\$7,094.16	\$0.00

GRANT RECIPIENTS 2010-11					
MWC Police Department	Replace Irreparable Speed Sign Trailer	\$16,800.00	\$16,800.00		\$0.00
Mid-Del Food Pantry	Freezer & Shelving Upgrade Project	\$21,700.00	\$21,700.00		\$0.00
Mid-Del Group Homes, Inc.	AED's Group Homes & Workshop	\$2,800.00	\$2,800.00		\$0.00
Mid-Del Group Homes, Inc.	Mini-bus w/wheelchair accessibility	\$40,000.00	\$40,000.00		\$0.00
Mid-Del Schools	Random Student Drug Testing (lab expenses only)	\$25,357.00	\$25,357.00		\$0.00
Carl Albert Middle School	Playaways encourage reading (Library equipment)	\$10,000.00	\$10,000.00		\$0.00
Midwest City Tree Board	Free container grown trees Arbor Day	\$3,000.00	\$3,000.00		\$0.00
Oklahoma Honor Flights	Fund 3 flights @ 1/3 increments (as trips occur)	\$50,000.00	\$50,000.00		\$0.00
	Final outcome of funds:	\$169,657.00	\$169,657.00	\$0.00	\$0.00
GRANT RECIPIENTS 2009-10					
MWC Community Development Dept.	North Oaks Redevelopment Plan	\$160,000.00	\$160,000.00		\$0.00
MWC Community Development Dept.	Soldier Creek Pedestrian Bridge	\$47,943.46	\$47,943.46		\$0.00
MWC Fire Department	Low Speed Rescue/Apparatus	\$24,045.00	\$24,045.00		\$0.00
MWC Grants Management Dept.	Original Mile Enhancement Study	\$40,000.00	\$40,000.00		\$0.00
MWC Police Dept.	Automatic License Plate Recognition	\$20,880.00	\$20,109.00	\$771.00	\$0.00
Cleveland Bailey Elementary	Walking Track	\$18,105.89	\$18,105.89		\$0.00
Country Estates Elementary, PTA	Community Fitness Track	\$19,394.65	\$19,394.65		\$0.00
Douglas Blvd. United Methodist Church	Feed His People	\$33,800.00	\$33,800.00		\$0.00
Mid-Del Farmers' Market Association	Equipment & Promotional Materials	\$10,000.00	\$10,000.00		\$0.00
Mid-Del Youth & Family Center, Inc.	Seed \$ Charles J. Johnson Youth Dev Ctr	\$41,157.00	\$41,157.00		\$0.00
	Final outcome of funds:	\$415,326.00	\$414,555.00	\$771.00	\$0.00
GRANT RECIPIENTS 2008-09					
Choctaw-Nicoma Park Public Schools	Drug Awareness/Drug Testing	\$25,000.00	\$25,000.00		\$0.00
MWC Community Development Department	Public Art	\$20,000.00	\$17,374.66	\$2,625.34	\$0.00
MWC Street Department	City Wide Reforestation	\$150,000.00	\$150,000.00		\$0.00
Defenders of Dreams	Seek professional assistance to develop Master Plan	\$10,000.00		\$10,000.00	\$0.00
Mid-Del Group Homes, Inc.	Computers	\$4,000.00	\$4,000.00		\$0.00
Mid-Del Public Schools Foundation	S.M.I.L.E.	\$35,000.00	\$35,000.00		\$0.00
Mid-Del Schools/Ridgecrest Elementary	Walking Track	\$28,196.96	\$28,196.96		\$0.00
Mid-Del Schools/Traub Elementary	Walking Track	\$16,107.47	\$16,107.47		\$0.00
Mid-Del Youth & Family Center, Inc.	Capital Building Project	\$50,000.00	\$50,000.00		\$0.00
Midwest City Chamber of Commerce	Exhibition Display & Equipment Project	\$16,869.00	\$16,869.00		\$0.00
Rose State College	Continuing Education & Community Services	\$43,565.00	\$37,135.05	\$6,429.95	\$0.00
Sustainable East Oklahoma County (OSN)	Mid-Del Farmer's Market Start-up	\$11,000.00	\$11,000.00		\$0.00
	Final outcome of funds:	\$409,738.43	\$390,683.14	\$19,055.29	\$0.00
GRANT RECIPIENTS 2007-08 - NO FUNDS AWARDED THIS FISCAL YEAR					
GRANT RECIPIENTS 2006-07					
City of Midwest City	Nursing student housing stipend	\$36,000.00	\$26,062.78	\$9,937.22	\$0.00
City of Midwest City	Oklahoma Centennial Street Clock	\$40,000.00	\$40,000.00		\$0.00
Eastern Oklahoma County Tourism Council	Star Spangled Salute	\$85,884.26	\$85,884.26		\$0.00
Literacy Link	Health Literacy Initiative	\$1,510.00	\$1,507.02	\$2.98	\$0.00
Mid-Del Youth & Family Center, Inc.	Phase I - Emergency Children's Shelter	\$50,000.00	\$50,000.00		\$0.00
Midwest City Chamber of Commerce	2007 Youth Excel Leadership Program	\$5,000.00	\$4,422.05	\$577.95	\$0.00
MWC MLK Jr. Prayer Breakfast Comm, Inc.	Prayer Breakfast	\$6,000.00	6,000.00		\$0.00
Project Concern	Project Concern	\$20,605.74	\$20,605.74		\$0.00
Studio Mid-Del, Inc.	Construction to complete Community Arts Center	\$250,000.00	\$250,000.00		\$0.00
Tinker POW/MIA Committee	Construction Community POW/MIA Memorial	\$5,000.00	\$5,000.00		\$0.00
	Final outcome of funds:	\$500,000.00	\$489,481.85	\$10,518.15	\$0.00

GRANT RECIPIENTS 2005-06					
MWC Animal Welfare	Veterinarian Assistance Program	\$12,000.00	\$11,970.00	\$30.00	\$0.00
MWC Animal Welfare	Illuminated Signs	\$5,000.00	\$4,828.00	\$172.00	\$0.00
MWC Animal Welfare	Roof for Facility	\$46,500.00	\$35,480.63	\$11,019.37	\$0.00
MWC Com. Dev. Dept.	Consulting Services Development of Rail & Trail Master P	\$25,000.00	\$25,000.00		\$0.00
MWC Com. Dev. Dept.	Review & Update City's Subdivision Regulations	\$15,000.00	\$15,000.00		\$0.00
MWC Convention & Visitors Bureau	Sponsorship Assistance	\$10,000.00	\$10,000.00		\$0.00
MWC Emergency Management	CERT Training & Response Supplies	\$5,000.00	5,000.00		\$0.00
MWC Fire Department	Fire Hydrant Locator Reflectors	\$6,500.00	\$6,380.00	\$120.00	\$0.00
MWC Golf (John Conrad)	Complete Concrete Curbs	\$27,500.00	\$27,500.00		\$0.00
MWC Grants Management Dept.	MWC Juvenile Modification Camp	\$15,000.00	\$15,000.00		\$0.00
MWC Parks & Rec Department	Electronic Message Sign - City Hall Complex	\$20,000.00	\$20,000.00		\$0.00
MWC Police Department	Taser Conduct Energy Weapons, Simulator Suite & Taser C	\$19,095.50	\$19,084.28	\$11.22	\$0.00
MWC Police Department	Digital Video Recorder & Cameras (Detective Division)	\$6,821.49	\$6,821.49		\$0.00
MWC Police Department	Forensic Lab, CSI Vehicle	\$28,462.00	\$28,462.00		\$0.00
MWC Street Department	Landscape & Irrigate Air Depot Blvd. from SE 15th to SE 2	\$25,000.00	\$24,997.15	\$2.85	\$0.00
Eastern Oklahoma County Tourism Council	Star Spangled Salute Celebration	\$35,000.00	\$35,000.00		\$0.00
Heartline, Inc.	Central Oklahoma 2-1-1 Project Start-up Costs	\$25,000.00	\$25,000.00		\$0.00
Holiday Lights Spectacular, Inc.	Upgrade Electric Infrastructure & Refurbish Displays	\$25,000.00	\$25,000.00		\$0.00
Literacy Link	Educational Materials for Adult non-readers	\$3,000.00	\$3,000.00		\$0.00
Mid-Del Group Homes, Inc.	Delivery Truck	\$20,000.00	\$20,000.00		\$0.00
Mid-Del Public Schools Foundation	S.H.A.R.P. (Sequoyah books Help Accelerate Reading Pro	\$1,840.00	\$1,501.68	\$338.32	\$0.00
Mid-Del Youth & Family Center, Inc.	Play Therapy Room	\$4,425.75	\$4,425.75		\$0.00
Midwest City Chamber of Commerce	Youth Excel	\$5,000.00	\$4,958.62	\$41.38	\$0.00
MWC MLK Jr. Prayer Breakfast Com.	Annual Prayer Breakfast	\$6,000.00	\$6,000.00		\$0.00
Midwest City Rotary Club #5750	Rotary Pavilion (Regional Park) Water Fountain	\$11,000.00	\$10,942.71	\$57.29	\$0.00
Midwest City Tree Board	Landscape & Irrigate Phase 2 Reno Ave.	\$46,400.00	\$46,372.31	\$27.69	\$0.00
	Final outcome of funds:	\$449,544.74	\$437,724.62	\$11,820.12	\$0.00
GRANT RECIPIENTS 2004-05					
City of Midwest City	Electronic Digital Sign	\$29,800.00	\$29,800.00		\$0.00
MWC Convention & Visitors Bureau	Tourism Sponsorship Assistance	\$10,000.00	\$7,640.87	\$2,359.13	\$0.00
MWC Devel. Services Dept.	Architectural & Engineering Services/Phase I MWC Comm	\$40,000.00	\$40,000.00		\$0.00
MWC Devel. Services Dept.	North Oaks Revitalization Plan	\$20,000.00	\$20,000.00		\$0.00
MWC Devel. Services Dept.	Consulting Services/Zoning Ordinance & Subdivision Reg	\$25,000.00	\$25,000.00		\$0.00
MWC Golf Course	Completion Concrete Cart Trails	\$33,000.00	\$32,456.19	\$543.81	\$0.00
MWC Park Department	Reno Swim & Slide Irrigation and Landscape	\$49,388.00	\$49,388.00		\$0.00
MWC Police Department	Fitness Equipment/Police Workout Room	\$20,497.24	\$20,490.00	\$7.24	\$0.00
Eastern OK County Tourism Council	Star Spangled Salute	\$35,000.00	\$35,000.00		\$0.00
Holiday Lights Spectacular, Inc.	Additional Light Displays & Upgrade Infrastructure	\$25,000.00	\$25,000.00		\$0.00
Junior Achievement of Greater OKC, Inc.	Investing in MWC Youth/JA Program Monroney JHS	\$1,000.00	\$1,000.00		\$0.00
Literacy Link, Inc.	Networking Hardware, Educational Software/Literacy Com	\$4,900.00	\$4,900.00		\$0.00
Mid-Del Food Pantry, Inc.	New Carpeting/Mid-Del Food Pantry	\$4,855.00	\$4,855.00		\$0.00
Mid-Del Group Homes, Inc.	8-Passenger Van/Disabled Transportation	\$20,000.00	\$19,046.65	\$953.35	\$0.00
Mid-Del Group Homes, Inc.	Replace Appliances Group Home	\$4,000.00	\$3,915.34	\$84.66	\$0.00
Mid-Del Public Schools Foundation	Children Reading Across Mid-Del (CRAM)	\$3,910.00	\$3,525.64	\$384.36	\$0.00
Mid-Del Schools	Stranger Danger	\$2,500.00	\$2,500.00		\$0.00
Mid-Del Youth and Family Center, Inc.	Van Purchase	\$12,000.00	\$12,000.00		\$0.00
Midwest City Chamber of Commerce	Youth Excel	\$4,500.00	\$4,500.00		\$0.00
Midwest City Chamber of Commerce	Reduce Loan on Building	\$25,000.00	\$25,000.00		\$0.00
MLK Jr. Prayer Breakfast Committee	Annual Prayer Breakfast	\$5,000.00	\$5,000.00		\$0.00
Midwest City Optimist Club	Continued Development/Optimist Park	\$7,500.00	\$7,500.00		\$0.00
Midwest City Rotary Club #5750	Volleyball Court/MWC Regional Park/Renovation Project	\$15,000.00	\$14,045.79	\$954.21	\$0.00
Midwest City Tree Board	Reno Avenue Irrigation and Landscape	\$46,400.00	\$46,400.00		\$0.00
Project Woman Coalition, Inc.	Operation Outreach Midwest City/Breast Screening	\$8,724.76	\$8,724.76		\$0.00
Rose State College	Math & Science Workshops K-12	\$25,125.00	\$14,326.96	\$10,798.04	\$0.00
Tinker Inter-Tribal Council	Third Annual MWC Pow Wow	\$8,750.00	\$8,750.00		\$0.00
Tinker POW/MIA Committee	Construction Community POW/MIA Memorial	\$13,150.00	\$13,146.72	3.28	\$0.00
	Final outcome of funds:	\$500,000.00	\$483,911.92	\$16,088.08	\$0.00

GRANT RECIPIENTS 2003-04					
MWC Animal Welfare Department	Pet Adoption Trailer	\$21,455.00	\$21,455.00		\$0.00
MWC Municipal Court	Remodel Payment Counter/Lobby Revitalization	\$12,000.00	\$12,000.00		\$0.00
MWC Neighborhood Services	Neighborhood Gatherings & Cleanup	\$20,000.00	\$19,994.46	\$5.54	\$0.00
MWC Neighborhood Services	Operation Paint Brush	\$10,000.00	\$9,480.34	\$519.66	\$0.00
MWC Police Department	Digital Cameras for CAO's	\$1,197.00	\$1,196.00	\$1.00	\$0.00
MWC Police Department	Jail Entry Equipment	\$2,400.00	\$2,288.46	\$111.54	\$0.00
Contact Crisis Helpline, Inc.	24-hour Referral Hotline & Staff Program	\$10,000.00	\$10,000.00		\$0.00
Eastern Oklahoma County Tourism Council	Star Spangled Salute	\$30,000.00	7,223.47	\$22,776.53	\$0.00
Holiday Lights Spectacular	Holiday Lights Display	\$25,000.00	\$25,000.00		\$0.00
Leukemia & Lymphoma Society	Patient Services Eastern Oklahoma County	\$5,000.00	\$5,000.00		\$0.00
Literacy Link	Educational Materials	\$2,464.00	\$2,464.00		\$0.00
Mid-Del Technology Center	Electric Vehicle Demonstration	\$854.85	\$854.85		\$0.00
Mid-Del Youth & Family Center, Inc.	Garden Shed, Mower & Equipment	\$6,200.00	\$6,200.00		\$0.00
Midwest City Chamber of Commerce	Youth Excel Leadership Program	\$4,000.00	\$4,000.00		\$0.00
Midwest City Chamber of Commerce	Complete & Construct New Facility	\$50,000.00	\$50,000.00		\$0.00
Dr. MLK Jr. Prayer Breakfast Committee	Annual Prayer Breakfast	\$5,000.00	\$5,000.00		\$0.00
Dr. MLK Jr. Prayer Breakfast Committee	Diversity Workshops	\$3,950.00	\$3,894.00	\$56.00	\$0.00
Midwest City High School/DECA	MWC High Flower Power Project	\$2,339.15	\$2,282.59	\$56.56	\$0.00
Midwest City Kiwanis Club	Repair & Replace Pavilion Roof	\$26,000.00	\$25,485.00	\$515.00	\$0.00
Midwest City Optimist Club	Add Development Optimist Park	\$10,000.00	\$10,000.00		\$0.00
Midwest City Public Art Board	ART Oklahoma 2004	\$2,140.00	\$1,687.35	\$452.65	\$0.00
Final outcome of funds:		\$250,000.00	\$225,505.52	\$24,494.48	\$0.00
GRANT RECIPIENTS 2002-03					
Choctaw Park Foundation	Veterans Memorial @ Choctaw	\$5,000.00	\$5,000.00		\$0.00
MWC Development Services Dept.	Comprehensive Plan	\$50,000.00	\$50,000.00		\$0.00
MWC Fire Department	Risk Watch Program	\$10,860.39	\$10,860.39		\$0.00
MWC Fire Department	Thermal Imaging Camera	\$25,800.00	\$25,800.00		\$0.00
MWC Fire Department	Rapid Intervention System	\$4,500.00	\$4,500.00		\$0.00
MWC Grants Management Division	Weed & Seed Program	\$25,000.00	\$25,000.00		\$0.00
MWC Grants Management Division	Business Incentive Program	\$107,328.76	107,328.76		\$0.00
MWC Neighborhood Services Dept.	Operation Paintbrush	\$10,000.00	\$10,000.00		\$0.00
MWC Neighborhood Services Dept.	Neighborhood Gatherings & Cleanups	\$20,000.00	\$20,000.00		\$0.00
MWC Street Department	Crutcho Creek Nature Trail Bridge	\$25,000.00	\$17,177.77	\$7,822.23	\$0.00
Crutcho Public Schools	MWC Waterline Project	\$20,460.85	\$20,460.85		\$0.00
Del City Chamber of Commerce	Del Quest Program	\$3,400.00	\$3,400.00		\$0.00
Holiday Lights Spectacular, Inc.	Displays, Tree Wraps, etc.	\$25,000.00	\$25,000.00		\$0.00
Literacy Link	Books, Office Equipment	\$3,040.00	\$3,040.00		\$0.00
Mid-Del Schools	Great Expectations Program	\$25,000.00	\$24,424.47	\$575.53	\$0.00
Mid-Del Schools	Stranger Danger Program	\$5,310.00	\$5,310.00		\$0.00
Mid-Del Youth & Family Center, Inc.	Four (4) Computers	\$2,800.00	\$2,790.40	\$9.60	\$0.00
Midwest City Chamber of Commerce	Youth Excel Program	\$2,000.00	\$2,000.00		\$0.00
Midwest City Community Playground Project	Replace Aging Playground Equipment/Regional Park	\$75,000.00	\$75,000.00		\$0.00
MLK Jr. Prayer Breakfast Committee	Prayer Breakfast	\$5,000.00	\$5,000.00		\$0.00
MLK Jr. Prayer Breakfast Committee	Workshops	\$3,500.00	\$951.90	\$2,548.10	\$0.00
Midwest City Public Art Board	ART Oklahoma 2003	\$3,000.00	\$2,940.22	\$59.78	\$0.00
Midwest City Public Library	Large Print Materials & Shelving	\$3,000.00	\$3,000.00		\$0.00
Midwest City Rotary Club	Renovate Rotary Pavilion/Regional Park	\$35,000.00	\$30,211.42	\$4,788.58	\$0.00
Tinker Inter-Tribal Council	Establish Annual MWC Pow Wow	\$5,000.00	\$5,000.00		\$0.00
Final outcome of funds:		\$500,000.00	\$484,196.18	\$15,803.82	\$0.00

GRANT RECIPIENTS 2001-02					
City of Midwest City/EOC	Lightning Protection for 8 Sirens	\$11,385.00	\$9,604.00	\$1,781.00	\$0.00
City of Midwest City/Fire Department	Hazardous Material Training	\$32,191.03	\$32,191.03		\$0.00
City of Midwest City/John Conrad Golf Course	Modernization of Golf Course	\$10,000.00	\$7,877.13	\$2,122.87	\$0.00
MWC MIS	Network/Overhead Projector	\$17,400.00	\$17,400.00		\$0.00
MWC Neighborhood Services Dept.	Operation Paintbrush	\$7,500.00	\$7,326.74	\$173.26	\$0.00
MWC Neighborhood Services Dept.	Neighborhood Gatherings & Cleanups	\$20,000.00	\$19,917.72	\$82.28	\$0.00
MWC PWA	Fitness Program	\$21,000.00	\$18,361.27	\$2,638.73	\$0.00
Crutcho Public Schools	MWC Water Line Installation	\$12,119.15	\$12,119.15		\$0.00
Holiday Lights Spectacular, Inc.	Upgrade Electrical System	\$40,000.00	\$40,000.00		\$0.00
Holy Family Name/Catholic Charities	Stove Hood & Fence	\$13,527.00	\$13,527.00		\$0.00
Literacy Link	Books, Office Equipment	\$2,303.80	\$2,303.80		\$0.00
MLK Jr. Prayer Breakfast Committee	Prayer Breakfast	\$5,000.00	\$5,000.00		\$0.00
Mid-Del Group Homes, Inc.	Pallet Jacket	\$500.00	\$381.63	\$118.37	\$0.00
Mid-Del Group Homes, Inc.	Building Addition	\$50,000.00	\$50,000.00		\$0.00
Mid-Del Schools	Senior Link Program	\$9,877.00	\$9,224.18	\$652.82	\$0.00
Mid-Del Schools	Great Expectations Program	\$25,000.00	\$24,944.10	\$55.90	\$0.00
Mid-Del Youth & Family Center, Inc.	Nit Medical Supplies	\$405.00	\$405.00		\$0.00
Mid-Del Youth & Family Center, Inc.	Loss Prevention WIA Youth Dev. Program	\$737.00	\$737.00		\$0.00
Mid-Del Youth & Family Center, Inc.	Replace Roof Children's Shelter	\$9,306.46	\$9,306.46		\$0.00
Midwest Choral Society, Inc.	2002 Concert Performances	\$1,000.00	\$1,000.00		\$0.00
Midwest City Chamber of Commerce	Youth Excel	\$2,000.00	\$2,000.00		\$0.00
Midwest City Chamber of Commerce	Construct New Facility	\$50,000.00	\$50,000.00		\$0.00
Midwest City Kiwanis Club	Landscaping Improvements Kiwanis Park	\$9,459.56	\$9,459.56		\$0.00
Midwest City Public Art Board	Tents, etc., ARTOklahoma Event	\$9,875.00	\$9,875.00		\$0.00
Midwest City Public Library	Signage for Entrances	\$10,015.00	\$8,863.30	\$1,151.70	\$0.00
Midwest City Rotary Club #5750	U.S. Flag Project	\$15,000.00	\$14,664.79	\$335.21	\$0.00
Mission Mid-Del, Inc.	15-Passenger Van	\$24,000.00	\$24,000.00		\$0.00
Retired Senior Volunteer Program Central OK, Inc.	Blues Program	\$9,600.00	\$9,600.00		\$0.00
Studio Mid-Del, Inc.	Construct Facility	\$50,000.00	\$50,000.00		\$0.00
YWCA of Oklahoma City	SANE Program	\$30,799.00	\$30,799.00		\$0.00
	Final outcome of funds:	\$500,000.00	\$490,887.86	\$9,112.14	\$0.00
GRANT RECIPIENTS 2000-01					
Catholic Charities/Holy Family Name	Van	\$10,000.00	\$10,000.00		\$0.00
Central Oklahoma Habitat for Humanity	Construct 10 homes	\$70,000.00	\$70,000.00		\$0.00
City of Midwest City/Fire Department	Pulse Oximetry, etc.	\$6,472.50	\$6,465.25	\$7.25	\$0.00
City of Midwest City/Fire Department	Fire Safety Libraries (10)	\$3,000.00	\$2,999.56	\$0.44	\$0.00
City of Midwest City/John Conrad Golf Course	Clubhouse Upgrade	\$85,000.00	\$85,000.00		\$0.00
City of Midwest City/Municipal Golf Course	Gazebos	\$12,900.00	\$12,900.00		\$0.00
City of Midwest City/Neighborhood Services	Operation Paintbrush	\$7,500.00	7,283.55	\$216.45	\$0.00
City of Midwest City/Police Department	Audio/Recorders/Equipment for Jail	\$4,092.50	\$4,092.50		\$0.00
City of Midwest City/Police Department	Camera/Microphone/Equipment for Jail	\$5,218.60	\$5,177.05	\$41.55	\$0.00
City of Midwest City/Police Department	Mats/Physical Skills Employee Training	\$2,400.00	\$2,148.33	\$251.67	\$0.00
City of Midwest City/Police Department	Sexual Assault Nurse Examiner (SANE)	\$18,345.00	\$0.00	\$18,345.00	\$0.00
City of Midwest City/Police Department	Voice Messaging Notification System	\$27,400.00	\$26,816.98	\$583.02	\$0.00
City of Midwest City/Soldier Creek Nature Trail	South Trail Upgrade w/Hard Surface	\$23,400.00	\$23,400.00		\$0.00
City of Midwest City/Soldier Creek Nature Trail	Bird Watcher's Lane	\$9,466.76	\$7,613.95	\$1,852.81	\$0.00
City of Midwest City/Street Department	Tree Spade	\$18,100.00	\$18,100.00		\$0.00
Holiday Lights Spectacular, Inc.	Upgrade Electric System	\$25,000.00	\$25,000.00		\$0.00
Literacy Link	Reading & Writing Materials	\$3,008.04	\$3,008.04		\$0.00
Mid-Del Congress of Parents & Teachers	Clothing Room	\$2,000.00	\$2,000.00		\$0.00
Mid-Del Group Homes, Inc.	Forklift	\$10,000.00	\$9,804.45	\$195.55	\$0.00
Mid-Del Schools Academic Center	Outdoor Classroom	\$5,840.00	\$5,840.00		\$0.00
Mid-Del Technology Center	Neighborhood Electric Vehicle Demo. Project	\$7,108.00	\$7,108.00		\$0.00
Mid-Del Youth & Family Center, Inc.	Computer	\$1,457.83	\$1,457.83		\$0.00
Mid-Del Youth & Family Center, Inc.	Safe Place Program	\$6,190.53	\$2,840.98	\$3,349.55	\$0.00
Mid-Del Youth & Family Center, Inc.	Curriculum Second Step Program	\$505.00	\$505.00		\$0.00
Mid-Del Youth & Family Center, Inc.	Storage Building	\$2,443.18	\$2,418.76	\$24.42	\$0.00
Mid-Del Youth & Family Center, Inc.	Type and Talk Translator	\$378.26	\$0.00	\$378.26	\$0.00
Mid-Del Youth & Family Center, Inc.	Prevention Youth Violence Program	\$1,985.00	\$0.00	\$1,985.00	\$0.00
Midwest City High School Museum, Inc.	Museum	\$10,000.00	\$10,000.00		\$0.00
Midwest City Tree Board	Irrigation system/Adair Boulevard median	\$38,878.80	\$38,789.95	\$88.85	\$0.00
MWC MLK Jr. Prayer Breakfast Comm.	Prayer Breakfast	\$5,000.00	\$5,000.00		\$0.00
OK Country Soccer Club	Marquee signs (2), additional seating & benches	\$18,910.00	\$18,910.00		\$0.00
Studio Mid-Del, Inc.	Build New Facility	\$50,000.00	\$50,000.00		\$0.00
United Scottish Clans of Oklahoma, Inc.	United Scottish Clans Festival	\$8,000.00	\$8,000.00		\$0.00
	Final outcome of funds:	\$500,000.00	\$472,680.18	\$27,319.82	\$0.00

GRANT RECIPIENTS 1999-00					
Central Okla. Habitat for Humanity	Construct 8 houses	\$56,000.00	\$56,000.00		\$0.00
City of Midwest City	Irrigation system	\$30,000.00	\$30,000.00		\$0.00
City of Midwest City/EOC	Replace 8 emergency warning sirens	\$58,440.00	\$58,440.00		\$0.00
City of Midwest City/Fire Department	Directional Arrow Bar	\$7,456.00	\$7,448.71	\$7.29	\$0.00
City of Midwest City/Holiday Lights Spectacular	Holiday Display	\$791.27	\$791.27		\$0.00
City of Midwest City/Holiday Lights Spectacular	Storage Building	\$40,000.00	\$40,000.00		\$0.00
City of Midwest City/MIS Department	WAN/LAN Computer Interface	\$48,000.00	\$43,833.74	\$4,166.26	\$0.00
City of Midwest City/Parks & Recreation	Pavilion/restroom Project	\$99,310.00	\$99,310.00		\$0.00
City of Midwest City/Police Department	12 sets Turbo Flares	\$5,548.20	\$5,548.20		\$0.00
City of Midwest City/Soldier Creek Nature Trail	Present Trail enhancements	\$40,750.00	\$40,750.00		\$0.00
Literacy Link	Reading & writing materials	\$2,446.53	\$2,446.53		\$0.00
Mid-Del Group Homes	Van	\$12,500.00	\$12,500.00		\$0.00
Mid-Del Public Schools Foundation, Inc.	Biology/Math project	\$4,500.00	\$4,500.00		\$0.00
Mid-Del Youth & Family Center, Inc.	Replace 3 sofas Children's Shelter	\$600.00	\$600.00		\$0.00
Mid-Del Youth & Family Center, Inc.	Replace various appliances Children's Shelter	\$4,553.00	\$4,553.00		\$0.00
Mid-Del Youth & Family Center, Inc.	Network/juvenile offenders	\$6,605.00	\$6,605.00		\$0.00
Midwest City Amateur Athletic Assoc.	Boxing facility	\$48,000.00	\$0.00	\$48,000.00	\$0.00
Midwest City Chamber of Commerce	Business/Industrial Park	\$25,000.00	\$0.00	\$25,000.00	\$0.00
Midwest City Chamber of Commerce	Youth Excel Program	\$1,500.00	\$1,500.00		\$0.00
United Scottish Clans of Oklahoma	United Scottish Clans Festival	\$8,000.00	\$8,000.00		\$0.00
	Final outcome of funds:	\$500,000.00	\$422,826.45	\$77,173.55	\$0.00
GRANT RECIPIENTS 1998-99					
MWC	Downtown Development	\$50,000.00	\$50,000.00		\$0.00
MWC Fire Department	Projector	\$7,281.00	\$7,487.82		\$0.00
MWC Fire Department	Infrared Camera	\$20,805.00	\$20,186.99	\$411.19	\$0.00
MWC John Conrad Golf Course	Irrigation System	\$55,000.00	\$55,000.00		\$0.00
MWC Municipal Golf Course	Fencing, Carpet	\$19,020.00	\$19,020.00		\$0.00
MWC Soldier Creek	Nature Trail	\$28,103.00	\$23,986.08	\$4,116.92	\$0.00
Holiday Lights Spectacular	Light Display	\$15,000.00	\$15,000.00		\$0.00
MWC Senior Advisory Committee	Van	\$40,000.00	\$40,000.00		\$0.00
Associated Catholic Charities	Holy Family Home	\$25,000.00	\$25,000.00		\$0.00
Autumn House	Van	\$26,452.00	\$26,452.00		\$0.00
Carl Albert High School	Visual Arts Equipment	\$1,536.00	\$1,536.00		\$0.00
Central Oklahoma Habitat for Humanity	Homes built in MWC	\$20,000.00	\$20,000.00		\$0.00
Communication Connection "Dog Ears"	2 Dogs & Training for Hearing Impaired	\$6,800.00	\$5,894.16	\$905.84	\$0.00
Literacy Link	Printer, educational material (books)	\$3,658.00	\$3,658.00		\$0.00
Mid-Del PTA Council	Clothing	\$2,000.00	\$2,000.00		\$0.00
Mid-Del Schools	Youth/Senior Citizens	\$12,894.00	\$12,894.00		\$0.00
Mid-Del Youth & Family	Carpet, etc.	\$7,950.00	\$7,950.00		\$0.00
Mid-Del Youth & Family	Storm Shelter	\$4,600.00	\$4,600.00		\$0.00
Mid-Del Youth & Family	Building Renovation	\$11,605.00	\$11,605.00		\$0.00
Midwest City Choral Society	Musicians, etc.	\$3,800.00	\$3,800.00		\$0.00
MWC MLK Jr. Prayer Breakfast Committee	Prayer Breakfast	\$4,000.00	\$4,000.00		\$0.00
OMNI Neighborhood Assoc.	Playground	\$10,000.00	\$9,926.63	\$73.37	\$0.00
Optimist Club	Park	\$10,000.00	\$10,000.00		\$0.00
United Scottish Clans of Oklahoma	Festival	\$7,000.00	\$7,000.00		\$0.00
	Final outcome of funds:	\$392,504.00	\$386,996.68	\$5,507.32	\$0.00

MWC HOSPITAL AUTHORITY GRANT RECIPIENTS FY 2020-21 SECOND ROUND

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE	REMARKS
Altitude 1291, LLC	Economic Relief	\$21,924.00	\$21,924.00		\$0.00	Emailed on 12-29
C'est Si Bon, Inc	Economic Relief	\$20,000.00	\$20,000.00		\$0.00	
Star Skate	Reimbursement for floor	\$50,000.00	\$50,000.00		\$0.00	
La Greek Restaurant	Economic Relief	\$18,000.00	\$18,000.00		\$0.00	Emailed on 12-29
Spencer's Smokehouse BBQ	Economic Relief	\$43,319.37	\$43,319.37		\$0.00	
Chequers	Economic Relief	\$28,000.00	\$28,000.00		\$0.00	Sent email on 9-7-21 and 11-16-21 and 12-29
Super Subs	Economic Relief	\$4,000.00	\$2,031.90	1968.1	\$0.00	
Brielle's Bistro	Economic Relief	\$4,000.00	\$4,000.00		\$0.00	
Seasoned Café	Economic Relief	\$20,000.00	\$20,000.00		\$0.00	Emailed on 12-29
Fuzzy's MWC	Economic Relief	\$9,500.00	\$9,500.00		\$0.00	
BTB MWC Ops LLC	Economic Relief	\$15,000.00	\$15,000.00		\$0.00	Emailed 12-23
S&B MWC Ops LLC	Economic Relief	\$15,000.00	\$15,000.00		\$0.00	Emailed 12-23
Hawthorn Suites	Economic Relief	\$10,000.00	\$10,000.00		\$0.00	Sent email on 11-16-21 and 12-23
HH2 to HH3 Ops LLC	Economic Relief	\$5,000.00	\$5,000.00		\$0.00	Emailed on 12-29
The Okies Fabric Stash	Economic Relief	\$25,000.00	\$25,000.00		\$0.00	Emailed on 12-29
Pete & Bevos Restaurant Group	Economic Relief	\$2,000.00	\$2,000.00		\$0.00	Sent email on 9-7-21 and 11-16-21 and 12-29
MWC Feast	Economic Relief	\$5,000.00	\$5,000.00		\$0.00	
Meiji MWC	Economic Relief	\$5,000.00	\$5,000.00		\$0.00	
AAA Kopy LLC	Economic Relief	\$24,846.63	\$24,846.63		\$0.00	
Red Rock Dentistry	Economic Relief	\$15,000.00	\$15,000.00		\$0.00	
	Total of recommended grants	\$340,590.00				
	Total funds awarded	\$340,590.00	\$338,621.90	\$1,968.10	\$0.00	
	Current year funding approved by Council				\$ 340,590.00	
	Total FY 20-21 Grant Expenditures				-338,621.90	
	Monies Returned to Hospital Authority Account				-1,968.10	
Updated 01/22/21 JD	Total FY 20-21 Grant Monies Remaining				0.00	

COVID-19 Small Business Relief Grant Recipients 2020-21				
GRANT RECIPIENT	AWARD AMOUNT	DATE AWARDED		Standing
Altitude 1291, LLC	\$4,000	8/18/2020		Completed
Bare Essentials	\$1,500	8/18/2020		Completed
Booger Red's	\$4,000	8/18/2020		Email sent 01-22-21 and 12-29-21
Brielle's Bistro	\$4,500	8/18/2020		Completed
Celebrity Club	\$4,000	8/18/2020		Completed
C'Est Si Bon	\$2,000	8/18/2020		Completed
Chong Wah Asian Bistro	\$4,000	8/18/2020		Completed
Computers Coffee & Chill	\$4,000	9/22/2020		Completed
Cookies By Design	\$4,000	8/18/2020		Completed
Cut Loose Hair Design	\$1,500	8/18/2020		Completed
Douglas Hair Salon	\$1,500	8/18/2020		Email sent 01-22-21 and 12-29-21
Ghost Riders Saloon	\$4,000	8/18/2020		Email sent 01-22-21 and 12-29-21
Hair by Julia	\$1,500	8/18/2020		Completed
Jazzercise	\$1,500	8/18/2020		Completed
La Greek	\$4,000	8/18/2020		Completed
Meiji MWC	\$2,000	8/18/2020		Completed
Pelican's	\$4,000	8/18/2020		Completed
Planet Bowl	\$4,000	8/18/2020		Completed
Red Rock Dentistry	\$1,500	8/18/2020		Completed
Regional Health & Wellness Center	\$1,500	8/18/2020		Completed
Ron's Hamburgers & Chili	\$2,000	8/18/2020		Completed
Seasoned Café	\$4,000	8/18/2020		Completed
Star Skate	\$4,000	8/18/2020		Completed
Super Subs	\$4,000	8/18/2020		Completed
Tana Thai	\$4,000	8/18/2020		Completed
Tequila Daisy Hair Lounge	\$1,500	8/18/2020		Completed
Tez Wingz	\$4,000	8/18/2020		Email sent 01-22-21 and 12-29-21 Completed
The Guild	\$1,500	8/18/2020		Email sent 01-22-21 and 12-29-21
The Okies Fabric Stash	\$4,000	8/18/2020		Completed
TimberView Family Dentistry	\$1,500	8/18/2020		Completed
Tumble Stars, L.L.C.	\$1,500	8/18/2020		Completed
Wert-Simpson Dental Clinic	\$1,500	8/18/2020		Completed
Wholly Guacamole	\$4,000	8/18/2020		Email sent 01-22-21 and 12-29-21
Total Awarded	\$96,500			
Alloted Grant Funds for FY20-21	\$433,090			
Remaining alloted grant funds for FY 20-21	\$340,590			

Out of Business

Total Fiscal Year \$437,090

MWC Hospital Authority GRANT RECIPIENTS 2019-20

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE	REMARKS
Mid-Del Public Schools Foundation	Our Future is Bright, But We Need Shade!	\$35,000.00	\$35,000.00		\$0.00	Sent email 01-27-21 - Alternative equipment ordered.
MWC Public Works Dept.	Solar-Powered School Zone Signals Pilot Program	\$10,000.00	\$10,000.00		\$0.00	Sent email 01-27-21 - In progress
Mid-Del Technology Center	Long Term Care Nurse Assistant Program	\$10,044.48	\$9,868.08	\$176.40	\$0.00	Sent email 01-27-21 - Refund check on unused portion in the mail.
MWC Fire	Heavy Rescue Stabilization Equipment	\$13,218.18	\$13,218.18		\$0.00	
Rose State College Foundation, Inc.	STEM Academy - Cyber Security Essentials	\$1,645.00	\$1,645.00		\$0.00	6-month ext. request 03-09-21
MWC Grants Management Dept.	Municipal Complex Sidewalks	\$65,000.00	\$65,000.00		\$0.00	Sent email 01-27-21 - In progress ext. granted 9-28-21 and on April 25, 2023
Mid-Del Technology Center	Fire Extinguisher Training System	\$11,755.00	\$11,755.00		\$0.00	
Rose State College Foundation, Inc.	STEM Academy - Cobots	\$1,120.00	\$907.02	\$212.98	\$0.00	6-month ext. request 03-09-21
Rose State College Foundation, Inc.	STEM Academy - 3D Printing	\$6,318.00	\$3,095.09	\$3,222.91	\$0.00	6-month ext. request 03-09-21
Mid-Del Technology Center,	High-Fidelity Simulation Lab	\$25,000.00	\$20,895.00	\$4,105.00	\$0.00	Sent email 01-27-21 - Refund check on unused portion in the mail.
MWC Economic Development	Air Depot Corridor Improvement Study	\$48,466.67	\$48,466.67		\$0.00	6-month ext. request 03-09-21; 6-month ext. granted 9-28-21, Contract awarded and process started.
MWC Police	MWC Animal Welfare Surgical Room Equipment	\$32,340.00	\$32,340.00		\$0.00	6-month ext. request 03-09-21
MWC Public Works Dept.	Compost and Sand Bagger	\$37,205.00	\$37,205.00		\$0.00	Sent email 01-27-21 - In progress
MWC Economic Development	Medical Plaza District Study	\$48,466.67	\$48,466.67		\$0.00	6-month ext. request 03-09-21
Rose State College Foundation, Inc.	STEM Academy - Flying Safely with Drones	\$2,100.00	\$2,100.00		\$0.00	6-month ext. request 03-09-21
MWC Soccer Club	MWC Soccer Club ThorGuard	\$25,635.00	\$25,635.00		\$0.00	
MWC Community Development	Traffic Collection for Trails	\$18,000.00	\$18,000.00		\$0.00	
MWC Police	MWC Animal Welfare Marquee Sign	\$67,183.00	\$67,183.00		\$0.00	6-month ext. request 03-09-21
	Total of recommended grants awarded	\$458,497.00				
					\$0.00	
	Total funds awarded	\$458,497.00	\$450,779.71	\$7,717.29	\$0.00	
	Current year funding approved by Council				\$458,497.00	
	Total FY 19-20 Grant Expenditures				-450,779.71	
	Monies Returned to Hospital Authority Account				-7,717.29	
Updated 05/06/20 JD	Total FY 19-20 Grant Monies Remaining				0.00	

MWC Hospital Authority GRANT RECIPIENTS 2018-19

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE	REMARKS
St. Matthew United Methodist Church, Inc.	Freezers - Mobile Meals at St. Matthew	\$20,000.00	\$19,115.90	\$884.10	\$0.00	
St. Matthew United Methodist Church, Inc.	Refrigerators - Mobile Meals at St. Matthew	\$9,100.00	\$8,720.70	\$379.30	\$0.00	
MWC Soccer Club	MWC Soccer Club Marquees	\$44,013.80	\$44,013.80		\$0.00	
MWC Fire Department	Rescue Boat	\$3,449.00	\$3,449.00		\$0.00	
Leah's Hope, Inc.	Leah's Hope Transitional Housing Program	\$37,960.00	\$37,960.00		\$0.00	
Mid-Del School Foundation	Refill Mid-Del!	\$36,395.20	\$36,395.20		\$0.00	
MWC High School Band	Band Instruments	\$23,400.00	\$19,144.00	\$4,256.00	\$0.00	
Willow Brook Elementary	Marquee	\$25,000.00	\$25,000.00		\$0.00	
Kiwanis Club of MWC	Park a Lot	\$25,000.00	\$25,000.00		\$0.00	
Mid-Del Youth and Family Center, Inc.	Septic System	\$10,000.00	\$10,000.00		\$0.00	
MWC Economic Development	Business Compliance Grant Program	\$50,000.00	\$45,788.50	\$4,211.50		
MWC Grant Mgmt.	Original Mile Homebuyer Assistance Program	\$50,000.00	\$50,000.00		\$0.00	Six month extension granted in Jan. 2020. Sent email on 01-27-21 for new ext. request. ext. granted 9-28-21
MWC Grant Mgmt.	Middle Income Housing Rehab Loan Program	\$50,000.00	\$50,000.00		\$0.00	Six month extension granted in Jan. 2020. Sent email on 01-27-21 for new ext. request. ext. granted 9-28-21
MWC Communications	Community Improvement Grant Branding	\$3,500.00	\$3,500.00		\$0.00	
MWC Parks & Rec.	Lions Park Electronic Message Board Relocation	\$40,000.00	\$40,000.00		\$0.00	
MWC PWA	Trailer Mounted Impact Attenuator	\$19,182.00	\$18,675.00	\$507.00	\$0.00	
MWC PWA	Electronic Marquee for Public Works	\$38,000.00	\$38,000.00		\$0.00	
MWC Parks & Rec.	Blue Light Phones for Rail with Trail	\$15,000.00	\$15,000.00		\$0.00	
	Total of recommended grants awarded	\$500,000.00				
	Total funds awarded	\$500,000.00	\$489,762.10	\$10,237.90	\$0.00	
	Current year funding approved by Council				\$500,000.00	
	Total FY 18-19 Grant Expenditures				-489,762.10	
	Monies Returned to Hospital Authority Account				-10,237.90	
Updated 05/06/20 JD	Total FY 18-18 Grant Monies Remaining				0.00	

MWC Hospital Authority GRANT RECIPIENTS 2017-18

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE	REMARKS
MWC Police	FARO Technologies Hardware & Software	\$78,811.00	\$78,810.74	0.26	\$0.00	
The Eden Clinic, Inc.	Increased Medical Services	\$30,000.00	\$30,000.00		\$0.00	
MWC Fire	Gas ID Analyzer	\$61,000.00	\$61,000.00		\$0.00	
MWC Fire	Gas Monitors	\$14,400.00	\$14,400.00		\$0.00	
MWC Fire	Child Passenger Safety Restraints	\$2,030.25	\$2,030.25		\$0.00	
MWC Fire	Triage Kits	\$12,808.44	\$12,808.44		\$0.00	
Carl Albert High School	Water Bottle Filling Stations	\$1,040.21	\$1,040.21		\$0.00	
Autumn House, Inc.	Installation of Wireless System	\$26,645.50	\$26,645.50		\$0.00	
MWC Public Works	Excavation Safety Response Unit	\$67,000.00	\$67,000.00		\$0.00	
Carl Albert Band Booster	Band Trailer	\$22,500.00	\$22,500.00		\$0.00	
Oklahoma Earthbike Fellowship	SCIP Maintenance	\$4,500.00	\$4,500.00		\$0.00	
MWC Senior Center	Senior Center Aquarium Project	\$2,520.00	\$2,519.99	0.01	\$0.00	
Friends of the OK History Center, Inc.	Restore & Interpret Historic C-47	\$10,000.00	\$10,000.00		\$0.00	
MWC Com. Dev.	Drone	\$5,000.00	\$5,000.00		\$0.00	
MWC Com. Dev.	Ridgecrest Neighborhood Entrance Sign	\$2,200.00	\$2,200.00		\$0.00	
MWC Grant Dept.	Dana Brown Cooper Head Start - Facility Improvements	\$4,100.00	\$4,100.00		\$0.00	
MWC Public Works	Regional Trail Exercise Stations	\$15,000.00	\$15,000.00		\$0.00	
MWC High School	Keeping Bombers Brilliant with B-1 Technology	\$90,444.60	\$90,444.60		\$0.00	
	Total of recommended grants awarded	\$450,000.00				
MWC HS Museum, Inc. - Vietnam Memorial Project	Additional Matching Funds Awarded by the Hospital Authority Trustees	\$90,000.00	\$90,000.00		\$0.00	
	Total funds awarded	\$540,000.00	\$449,999.73	\$0.27	\$0.00	
	Current year funding approved by Council				\$540,000.00	
	Total Grant Expenditures				-449,999.73	
	Monies Returned to Hospital Authority Account				0.27	
	Total Grant Monies Remaining				0.00	

MWC Hospital Authority GRANT RECIPIENTS 2016-17

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE
MWC Chamber	MWC/Tinker 75th Anniversaries	\$209,956.00	\$209,956.00		\$0.00
Friends of the OK History Center	MWC Historic C-47 Exhibit	\$75,000.00	\$75,000.00		\$0.00
Divine Wisdom Worship Center	Van	\$25,000.00	\$25,000.00		\$0.00
Mid-Del Public Schools	John Deer Gator	\$21,304.00	\$21,304.00		\$0.00
MWC Parks & Rec.	Shuttle golf cars	\$20,000.00	\$17,918.86	\$2,081.14	\$0.00
MWC Com. Dev.	Changeable Message Sign	\$18,500.00	\$15,336.40	\$3,163.60	\$0.00
MWC Parks & Rec.	Mid-America Park Master Plan Proposal	\$16,000.00	\$15,550.00	\$450.00	\$0.00
Rose State College Foundation	MWC Heritage Day	\$15,000.00	\$12,411.02	\$2,588.98	\$0.00
Kiwanis Club	Blue Lights at Kiwanis' Park	\$10,000.00	\$7,338.00	\$2,662.00	\$0.00
MWC Parks & Rec.	Blue Lights at Lions Park	\$10,000.00	\$7,338.00	\$2,662.00	\$0.00
Eden Clinic	Pregnancy and Wellness	\$10,000.00	\$10,000.00		\$0.00
Rose State College	OK Business Conference	\$9,450.00	\$8,758.00	\$692.00	\$0.00
MWC Fire	Equipment upgrades	\$9,790.00	\$9,790.00		\$0.00
					\$0.00
	Total Award Amount	\$450,000.00			
	Sub-Totals		\$435,700.28	\$14,299.72	0.00
	Current year funding approved by Council				\$450,000.00
	Total Grant Expenditures				-435,700.28
	Monies Returned to Hospital Authority Account				\$14,299.72
	Grant Monies Remaining				0.00

MWC Hospital Authority GRANT RECIPIENTS 2015-16

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE
MWC Police	Protective Cooling Vests for 2 K-9s	\$1,175.94	\$1,175.94		\$0.00
MWC Police	Training Simulator	\$146,101.90	\$146,102.00		\$0.00
MWC Economic Development	Heritage Park Mall Redev. Feasibility Study	\$27,500.00	\$27,500.00		\$0.00
Mid-Del Schools Foundation, Inc.	Subscribe to Ready to Learn/First Book	\$7,000.00	\$7,000.00		\$0.00
MWC Community Development	Innovation District Plan	\$62,500.00	\$62,500.00		\$0.00
MWC Tree Board	2015 Parklawn Beautification Project	\$38,000.00	\$28,000.00	\$10,000.00	\$0.00
MWC Tree Board	2015 Hudiburg Dr. Island Irrigation Project	\$28,300.00	\$28,166.77	133.23	\$0.00
MWC Fire	Fire wish list for equipment	\$100,000.00	\$100,000.00		\$0.00
Rose State College	Amphitheater Modernization	\$8,495.00	\$8,494.84	\$0.16	\$0.00
Mid-Del Food Pantry, Inc.	Dry Storage Building	\$4,000.00	\$4,000.00		\$0.00
MWC Parks & Recreation	Festival Inflatables Project	\$1,927.16		\$1,927.16	\$0.00
	Total Award Amount	\$425,000.00			
	Sub-Totals		\$412,939.55	\$12,060.55	0.00
	Current year funding approved by Council				\$425,000.00
	Total Grant Expenditures				-412,939.55
	Monies Returned to Hospital Authority Account				\$12,060.55
	Total Grant Monies Remaining				0.00

MWC Hospital Authority GRANT RECIPIENTS 2014-15

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE
MWC Police - (Capt. Jonathon Goforth)	Wearable Video Camera System	\$61,000.00	\$60,991.39	8.61	\$0.00
Rose State College (Cindy Mikeman)	Atkinson Heritage Center Revitalization Project II	\$47,581.00	\$47,581.00	\$0.00	\$0.00
MWC Grants Management (Teri Craft)	Midwest City Boys and Girls Club Pilot Program	\$75,000.00	\$75,000.00	\$0.00	\$0.00
MWC Public Relations (Kay Hunt)	Stories of Christmas	\$91,000.00	\$91,000.00	0	\$0.00
MWC Fire (Jarett Metheny/David Richardson)	Community Risk Reduction Partnership (CRRP)	\$27,848.26	\$27,738.13	\$110.13	\$0.00
Mid-Del Public Schools (Pam Deering)	Sprigeo - A Safety Initiative	\$16,794.60	\$16,794.60	\$0.00	\$0.00
MWC Tree Board (Vaughn Sullivan)	29th & I-40 Island Beautification	\$14,800.00	\$14,963.78	-163.78	\$0.00
MWC Parks and Recreation (Vaughn Sullivan)	Emergency Blue Phone Project	\$38,776.14	\$36,638.98	\$2,137.16	\$0.00
RSVP of Central OK Inc. (Beth Patterson)	RSVP Provide-A-Ride Medical Trans.	\$1,900.00	\$1,900.00	\$0.00	\$0.00
MWC Tree Board (Vaughn Sullivan)	Midwest Blvd Street Beautification	\$25,300.00	\$24,990.58	\$309.42	\$0.00
	Total Award Amount	\$400,000.00			
	Sub-Totals		\$397,598.46	\$2,401.54	\$0.00
	Current year funding approved by Council				\$400,000.00
	Total Grant Expenditures				-\$397,598.46
	Monies Returned to Hospital Authority Account				\$2,401.54
	Total Grant Monies Remaining				\$0.00

MWC Hospital Authority GRANT RECIPIENTS 2013-14

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE
City of Midwest City/Fire Dept	Fire Command Training Center	\$32,000.00	\$32,000.00	\$0.00	\$0.00
City of Midwest City/Golf Course	First Tee National Program	\$10,000.00	\$10,000.00	\$0.00	\$0.00
City of Midwest City/311 App	City Of MWC Mobile 311 App	\$20,000.00	\$19,924.00	\$76.00	\$0.00
Midwest City Chamber of Commerce	Town Center Electronic Event Billboard	\$80,584.87	\$78,157.21	2427.66	\$0.00
MWC Parks and Rec Dept	Mobile Stage	\$155,000.00	\$155,000.00	\$0.00	\$0.00
Rose State College - Atkinson	Atkinson Heritage Center Project - landscaping	\$52,415.13	\$52,415.13	\$0.00	
	Total Award Amount	\$350,000.00			
	Sub-Totals		\$347,496.34	\$2,503.66	\$0.00
	Current year funding approved by Council				\$350,000.00
	Total FY 13-14 Grant Expenditures				-\$347,496.34
	Monies Returned to Hospital Authority Account				\$2,503.66
	Total FY 13-14 Grant Monies Remaining				\$0.00

MWC Hospital Authority GRANT RECIPIENTS 2012-13

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE
City of Midwest City/Fire Dept	Firefighter safety & health equipment	\$18,755.00	\$18,755.00		\$0.00
City of Midwest City/Golf Course	Replace fence south side golf course	\$50,000.00	\$50,000.00		\$0.00
City of Midwest City/Grants Mgmt	Original mile median improvement project	\$50,000.00	\$50,000.00		\$0.00
City of Midwest City/Police Dept	Covered parking specialty equipment & vehicles	\$14,000.00	\$14,000.00		\$0.00
Midwest City Rotary Club	Erection of Veterans' Memorial - 2 grant year total	\$60,000.00	\$60,000.00		\$0.00
Midwest City Tree Board	SE 15th Street Beautification Project	\$35,000.00	\$32,064.20	\$2,935.80	\$0.00
Mid-Del City Public Schools Foundation	Bot Ball educational Robotics	\$25,000.00	\$22,923.38	\$2,076.62	
Regional Food Bank of OK	Expansion of MWC childhood hunger programs	\$25,000.00	\$25,000.00		\$0.00
YMCA of Greater OKC	Purchase & install addtl. playground equipment MWC	\$22,245.00	\$22,200.00	\$45.00	\$0.00
	Total Award Amount	\$300,000.00			
	Sub-Totals		\$294,942.58	\$5,057.42	\$0.00
	Current year funding approved by Council				\$300,000.00
	Total FY 12-13 Grant Expenditures				-\$294,942.58
	Monies Returned to Hospital Authority Account				\$5,057.42
	Total FY 12-13 Grant Monies Remaining				\$0.00

MWC Hospital Authority GRANT RECIPIENTS 2011-12

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE
City of Midwest City	Green Machine	\$20,000.00	\$18,468.38	\$1,531.62	\$0.00
City of Midwest City/Golf Course	Replace fence	\$50,000.00	\$50,000.00		\$0.00
City of Midwest City/Police Dept.	Segway	\$8,025.00	\$7,533.96	\$491.04	\$0.00
City of Midwest City/Police Dept.	Off-road UTV & Trailer	\$12,300.00	\$12,299.63	\$0.37	\$0.00
Healing Hearts Health Clinic	Medical & Office Equipment	\$2,000.00	\$2,000.00		\$0.00
Kiwanis' Club of MWC	2011 Concrete Kiwanis's Park Trails	\$70,000.00	\$70,000.00		\$0.00
Literacy Link	Adult Literacy Software	\$2,941.35	\$2,899.30	\$42.05	\$0.00
Metropolitan Library System	Library Garden Restoration	\$25,000.00	\$19,970.92	\$5,029.08	\$0.00
Midwest City Rotary Club	Veteran's Memorial project	\$100,000.00	\$100,000.00		\$0.00
Rose State College	RSC Pilot Program (6-12 grades)	\$60,500.00	\$60,500.00		\$0.00
YMCA Greater OKC	MWC YMCA Community playground	\$29,577.65	\$29,577.65		\$0.00
	Total Award Amount	\$380,344.00			
	Sub-Totals		\$373,249.84	\$7,094.16	\$0.00
	Current year funding approved by Council				\$380,344.00
	Total FY 11-12 Grant Expenditures				-\$373,249.84
	Monies Returned to Hospital Authority Account				\$7,094.16
	Total FY 11-12 Grant Monies Remaining				\$0.00

MWC Hospital Authority GRANT RECIPIENTS 2010-11

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE
City of Midwest City - Police Department	Replace Irreparable Speed Sign Trailer	\$16,800.00	\$16,800.00		\$0.00
Mid-Del Food Pantry	Freezer & Shelving Upgrade Project	\$21,700.00	\$21,700.00		\$0.00
Mid-Del Group Homes, Inc.	AED's Group Homes & Workshop	\$2,800.00	\$2,800.00		\$0.00
Mid-Del Group Homes, Inc.	Mini-bus w/wheelchair accessibility	\$40,000.00	\$40,000.00		\$0.00
Mid-Del Schools	Random Student Drug Testing (lab expenses only)	\$25,357.00	\$25,357.00		\$0.00
Mid-Del Schools - Carl Albert Middle School	Playaways encourage reading (Library equipment)	\$10,000.00	\$10,000.00		\$0.00
Midwest City Tree Board	Free container grown trees Arbor Day	\$3,000.00	\$3,000.00		\$0.00
Oklahoma Honor Flights	Fund 3 flights @ 1/3 increments (as trips occur)	\$50,000.00	\$50,000.00		\$0.00
	Total Award Amount	\$169,657.00			
	Sub-Totals		\$169,657.00	\$0.00	\$0.00
	Carryover to FY 2011-12	\$80,343			
	Current year funding approved by Council	\$250,000.00			
	Total FY 10-11 Grant Expenditures				\$169,657.00
	Monies Returned to Hospital Authority Account				\$0.00
	Total FY 10-11 Grant Monies Remaining				\$0.00

MWC Hospital Authority GRANT RECIPIENTS 2009-10

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE
City of Midwest City - Community Development Dept.	North Oaks Redevelopment Plan	\$160,000.00	\$160,000.00		\$0.00
City of Midwest City - Community Development Dept.	Soldier Creek Pedestrian Bridge	\$47,943.46	\$47,943.46		\$0.00
City of Midwest City - Fire Department	Low Speed Rescue/Apparatus	\$24,045.00	\$24,045.00		\$0.00
City of Midwest City - Grants Management Dept.	Original Mile Enhancement Study	\$40,000.00	\$40,000.00		\$0.00
City of Midwest City - Police Dept.	Automatic License Plate Recognition	\$20,880.00	\$20,109.00	\$771.00	\$0.00
Mid-Del Schools/Cleveland Bailey Elementary	Walking Track	\$18,105.89	\$18,105.89		\$0.00
Mid-Del Schools/Country Estates Elementary, PTA	Community Fitness Track	\$19,394.65	\$19,394.65		\$0.00
Douglas Blvd. United Methodist Church	Feed His People	\$33,800.00	\$33,800.00		\$0.00
Mid-Del Farmers' Market Association	Equipment & Promotional Materials	\$10,000.00	\$10,000.00		\$0.00
Mid-Del Youth & Family Center, Inc.	Seed \$ Charles J. Johnson Youth Dev Ctr	\$41,157.00	\$41,157.00		\$0.00
	Total Award Amount	\$415,326.00			
	Sub-Totals		\$414,555.00	\$771.00	\$0.00
	Current year funding approved by Council				\$330,000.00
	Total FY 09-10 Grant Expenditures				-\$414,555.00
	Monies Returned to Hospital Authority Account				\$771.00
	Total FY 09-10 Grant Monies Remaining				\$0.00

MWC Hospital Authority GRANT RECIPIENTS 2008-09

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE
Choctaw-Nicoma Park Public Schools	Drug Awareness/Drug Testing	\$25,000.00	\$25,000.00		\$0.00
City of Midwest City/Community Development Department	Public Art	\$20,000.00	\$17,374.66	\$2,625.34	\$0.00
City of Midwest City/Street Department	City Wide Reforestation	\$150,000.00	\$150,000.00		\$0.00
Defenders of Dreams	Seek professional assistance to develop Master Plan	\$10,000.00		\$10,000.00	\$0.00
Mid-Del Group Homes, Inc.	Computers	\$4,000.00	\$4,000.00		\$0.00
Mid-Del Public Schools Foundation	S.M.I.L.E.	\$35,000.00	\$35,000.00		\$0.00
Mid-Del Schools/Ridgecrest Elementary	Walking Track	\$28,196.96	\$28,196.96		\$0.00
Mid-Del Schools/Traub Elementary	Walking Track	\$16,107.47	\$16,107.47		\$0.00
Mid-Del Youth & Family Center, Inc.	Capital Building Project	\$50,000.00	\$50,000.00		\$0.00
Midwest City Chamber of Commerce	Exhibition Display & Equipment Project	\$16,869.00	\$16,869.00		\$0.00
Rose State College	Continuing Education & Community Services	\$43,565.00	\$37,135.05	\$6,429.95	\$0.00
Sustainable East Oklahoma County (OSN)	Mid-Del Farmer's Market Start-up	\$11,000.00	\$11,000.00		\$0.00
	Total Award Amount	\$409,738.43			
	Sub-Totals		\$390,683.14	\$19,055.29	\$0.00
	Current year funding approved by Council				\$500,000.00
	Total FY 08-09 Grant Expenditures				-\$390,683.14
	Monies Returned to Hospital Authority Account				\$19,055.29
	Total FY 08-09 Grant Monies Remaining				\$0.00

THERE WERE NO GRANT MONIES AWARDED FOR THIS GRANT YEAR 2007-08

MWC Hospital Authority GRANT RECIPIENTS 2006-07

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE
City of Midwest City	Nursing student housing stipend	\$36,000.00	\$26,062.78	\$9,937.22	\$0.00
City of Midwest City	Oklahoma Centennial Street Clock	\$40,000.00	\$40,000.00		\$0.00
Eastern Oklahoma County Tourism Council	Star Spangled Salute	\$85,884.26	\$85,884.26		\$0.00
Literacy Link	Health Literacy Initiative	\$1,510.00	\$1,507.02	\$2.98	\$0.00
Mid-Del Youth & Family Center, Inc.	Phase I - Emergency Children's Shelter	\$50,000.00	\$50,000.00		\$0.00
Midwest City Chamber of Commerce	2007 Youth Excel Leadership Program	\$5,000.00	\$4,422.05	\$577.95	\$0.00
Midwest City Martin Luther King Jr. Prayer Breakfast Comm, Inc.	Prayer Breakfast	\$6,000.00	6,000.00		\$0.00
Project Concern	Project Concern	\$20,605.74	\$20,605.74		\$0.00
Studio Mid-Del, Inc.	Construction to complete Community Arts Center	\$250,000.00	\$250,000.00		\$0.00
Tinker POW/MIA Committee	Construction Community POW/MIA Memorial	\$5,000.00	\$5,000.00		\$0.00
	Total Award Amount	\$500,000.00			
	Sub-Totals		\$489,481.85	\$10,518.15	\$0.00
	Grant Funds Available				\$500,000.00
	Total FY 06-07 Grant Expenditures				-\$489,481.85
	Monies Returned to Hospital Authority Account				\$10,518.15
	Total FY 06-07 Grant Monies Remaining				\$0.00

MWC Hospital Authority GRANT RECIPIENTS 2005-06

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE
City of Midwest City/Animal Welfare	Veterinarian Assistance Program	\$12,000.00	\$11,970.00	\$30.00	\$0.00
City of Midwest City/Animal Welfare	Illuminated Signs	\$5,000.00	\$4,828.00	\$172.00	\$0.00
City of Midwest City/Animal Welfare	Roof for Facility	\$46,500.00	\$35,480.63	\$11,019.37	\$0.00
City of Midwest City/Com.Devel. Dept.	Consulting Services Development of Rail & Trail Master Plan	\$25,000.00	\$25,000.00		\$0.00
City of Midwest City/Com.Devel. Dept.	Review & Update City's Subdivision Regulations	\$15,000.00	\$15,000.00		\$0.00
City of Midwest City/Convention & Visitors Bureau	Sponsorship Assistance	\$10,000.00	\$10,000.00		\$0.00
City of Midwest City/Emergency Management	CERT Training & Response Supplies	\$5,000.00	5,000.00		\$0.00
City of Midwest City/Fire Department	Fire Hydrant Locator Reflectors	\$6,500.00	\$6,380.00	\$120.00	\$0.00
City of Midwest City/Golf (John Conrad)	Complete Concrete Curbs	\$27,500.00	\$27,500.00		\$0.00
City of Midwest City/Grants Management Dept.	MWC Juvenile Modification Camp	\$15,000.00	\$15,000.00		\$0.00
City of Midwest City/Parks & Rec Department	Electronic Message Sign - City Hall Complex	\$20,000.00	\$20,000.00		\$0.00
City of Midwest City/Police Department	Taser Conduct Energy Weapons, Simulator Suite & Taser Cartridges	\$19,095.50	\$19,084.28	\$11.22	\$0.00
City of Midwest City/Police Department	Digital Video Recorder & Cameras (Detective Division)	\$6,821.49	\$6,821.49		\$0.00
City of Midwest City/Police Department	Forensic Lab, CSI Vehicle	\$28,462.00	\$28,462.00		\$0.00
City of Midwest City/Street Department	Landscape & Irrigate Air Depot Blvd. from SE 15th to SE 29th	\$25,000.00	\$24,997.15	\$2.85	\$0.00
Eastern Oklahoma County Tourism Council	Star Spangled Salute Celebration	\$35,000.00	\$35,000.00		\$0.00
Heartline, Inc.	Central Oklahoma 2-1-1 Project Start-up Costs	\$25,000.00	\$25,000.00		\$0.00
Holiday Lights Spectacular, Inc.	Upgrade Electric Infrastructure & Refurbish Displays	\$25,000.00	\$25,000.00		\$0.00
Literacy Link	Educational Materials for Adult non-readers	\$3,000.00	\$3,000.00		\$0.00
Mid-Del Group Homes, Inc.	Delivery Truck	\$20,000.00	\$20,000.00		\$0.00
Mid-Del Public Schools Foundation	S.H.A.R.P. (Sequoyah books Help Accelerate Reading Progress)	\$1,840.00	\$1,501.68	\$338.32	\$0.00
Mid-Del Youth & Family Center, Inc.	Play Therapy Room	\$4,425.75	\$4,425.75		\$0.00
Midwest City Chamber of Commerce	Youth Excel	\$5,000.00	\$4,958.62	\$41.38	\$0.00
Midwest City MLK Jr. Prayer Breakfast Comm.	Annual Prayer Breakfast	\$6,000.00	\$6,000.00		\$0.00
Midwest City Rotary Club #5750	Rotary Pavilion (Regional Park) Water Fountain	\$11,000.00	\$10,942.71	\$57.29	\$0.00
Midwest City Tree Board	Landscape & Irrigate Phase 2 Reno Ave.	\$46,400.00	\$46,372.31	\$27.69	\$0.00
	Total Award Amount	\$449,544.74			
	Sub-Totals		\$437,724.62	\$11,820.12	\$0.00
	Grant Funds Available				\$449,544.74
	Total FY 05-06 Grant Expenditures				-\$437,724.62
	Monies Returned to Hospital Authority Account				\$11,820.12
	Total FY 05-06 Grant Monies Remaining				\$0.00

MWC Hospital Authority GRANT RECIPIENTS 2004-05

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE
City of Midwest City	Electronic Digital Sign	\$29,800.00	\$29,800.00		\$0.00
City of Midwest City/Convention & Visitors Bureau	Tourism Sponsorship Assistance	\$10,000.00	\$7,640.87	\$2,359.13	\$0.00
City of Midwest City/Devel. Services Dept.	Architectural & Engineering Services/Phase I MWC Community Outreach Center	\$40,000.00	\$40,000.00		\$0.00
City of Midwest City/Devel. Services Dept.	North Oaks Revitalization Plan	\$20,000.00	\$20,000.00		\$0.00
City of Midwest City/Devel. Services Dept.	Consulting Services/Zoning Ordinance & Subdivision Regulation Overhaul	\$25,000.00	\$25,000.00		\$0.00
City of Midwest City/Golf Course	Completion Concrete Cart Trails	\$33,000.00	\$32,456.19	\$543.81	\$0.00
City of Midwest City/Park Department	Reno Swim & Slide Irrigation and Landscape	\$49,388.00	\$49,388.00		\$0.00
City of Midwest City/Police Department	Fitness Equipment/Police Workout Room	\$20,497.24	\$20,490.00	\$7.24	\$0.00
Eastern Oklahoma County Tourism Council	Star Spangled Salute	\$35,000.00	\$35,000.00		\$0.00
Holiday Lights Spectacular, Inc.	Additional Light Displays & Upgrade Infrastructure	\$25,000.00	\$25,000.00		\$0.00
Junior Achievement of Greater Oklahoma City, Inc.	Investing in MWC Youth/JA Program Monroney JHS	\$1,000.00	\$1,000.00		\$0.00
Literacy Link, Inc.	Networking Hardware, Educational Software/Literacy Computer Lab	\$4,900.00	\$4,900.00		\$0.00
Mid-Del Food Pantry, Inc.	New Carpeting/Mid-Del Food Pantry	\$4,855.00	\$4,855.00		\$0.00
Mid-Del Group Homes, Inc.	8-Passenger Van/Disabled Transportation	\$20,000.00	\$19,046.65	\$953.35	\$0.00
Mid-Del Group Homes, Inc.	Replace Appliances Group Home	\$4,000.00	\$3,915.34	\$84.66	\$0.00
Mid-Del Public Schools Foundation	Children Reading Across Mid-Del (CRAM)	\$3,910.00	\$3,525.64	\$384.36	\$0.00
Mid-Del Schools	Stranger Danger	\$2,500.00	\$2,500.00		\$0.00
Mid-Del Youth and Family Center, Inc.	Van Purchase	\$12,000.00	\$12,000.00		\$0.00
Midwest City Chamber of Commerce	Youth Excel	\$4,500.00	\$4,500.00		\$0.00
Midwest City Chamber of Commerce	Reduce Loan on Building	\$25,000.00	\$25,000.00		\$0.00
Midwest City Martin Luther King Jr. Prayer Breakfast Committee	Annual Prayer Breakfast	\$5,000.00	\$5,000.00		\$0.00
Midwest City Optimist Club	Continued Development/Optimist Park	\$7,500.00	\$7,500.00		\$0.00
Midwest City Rotary Club #5750	Volleyball Court/MWC Regional Park/Renovation Project	\$15,000.00	\$14,045.79	\$954.21	\$0.00
Midwest City Tree Board	Reno Avenue Irrigation and Landscape	\$46,400.00	\$46,400.00		\$0.00
Project Woman Coalition, Inc.	Operation Outreach Midwest City/Breast Screening	\$8,724.76	\$8,724.76		\$0.00
Rose State College	Math & Science Workshops K-12	\$25,125.00	\$14,326.96	\$10,798.04	\$0.00
Tinker Inter-Tribal Council	Third Annual MWC Pow Wow	\$8,750.00	\$8,750.00		\$0.00
Tinker POW/MIA Committee	Construction Community POW/MIA Memorial	\$13,150.00	\$13,146.72	3.28	\$0.00
	Total Award Amount	\$500,000.00			
	Sub-Totals		\$483,911.92	\$16,088.08	\$0.00
	Grant Funds Available				\$500,000.00
	Total FY 04-05 Grant Expenditures				-\$483,911.92
	Monies Returned to Hospital Authority Account				\$16,088.08
	Total FY 04-05 Grant Monies Remaining				\$0.00

MWC Hospital Authority GRANT RECIPIENTS 2003-04

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE
City of Midwest City/Animal Welfare Department	Pet Adoption Trailer	\$21,455.00	\$21,455.00		\$0.00
City of Midwest City/Municipal Court	Remodel Payment Counter/Lobby Revitalization	\$12,000.00	\$12,000.00		\$0.00
City of Midwest City/Neighborhood Services	Neighborhood Gatherings & Cleanup	\$20,000.00	\$19,994.46	\$5.54	\$0.00
City of Midwest City/Neighborhood Services	Operation Paint Brush	\$10,000.00	\$9,480.34	\$519.66	\$0.00
City of Midwest City/Police Department	Digital Cameras for CAO's	\$1,197.00	\$1,196.00	\$1.00	\$0.00
City of Midwest City/Police Department	Jail Entry Equipment	\$2,400.00	\$2,288.46	\$111.54	\$0.00
Contact Crisis Helpline, Inc.	24-hour Referral Hotline & Staff Program	\$10,000.00	\$10,000.00		\$0.00
Eastern Oklahoma County Tourism Council	Star Spangled Salute	\$30,000.00	7,223.47	\$22,776.53	\$0.00
Holiday Lights Spectacular	Holiday Lights Display	\$25,000.00	\$25,000.00		\$0.00
Leukemia & Lymphoma Society	Patient Services Eastern Oklahoma County	\$5,000.00	\$5,000.00		\$0.00
Literacy Link	Educational Materials	\$2,464.00	\$2,464.00		\$0.00
Mid-Del Technology Center	Electric Vehicle Demonstration	\$854.85	\$854.85		\$0.00
Mid-Del Youth & Family Center, Inc.	Garden Shed, Mower & Equipment	\$6,200.00	\$6,200.00		\$0.00
Midwest City Chamber of Commerce	Youth Excel Leadership Program	\$4,000.00	\$4,000.00		\$0.00
Midwest City Chamber of Commerce	Complete & Construct New Facility	\$50,000.00	\$50,000.00		\$0.00
Midwest City Dr. M.L. King Jr. Prayer Breakfast Committee	Annual Prayer Breakfast	\$5,000.00	\$5,000.00		\$0.00
Midwest City Dr. M.L. King Jr. Prayer Breakfast Committee	Diversity Workshops	\$3,950.00	\$3,894.00	\$56.00	\$0.00
Midwest City High School/DECA	MWC High Flower Power Project	\$2,339.15	\$2,282.59	\$56.56	\$0.00
Midwest City Kiwanis Club	Repair & Replace Pavilion Roof	\$26,000.00	\$25,485.00	\$515.00	\$0.00
Midwest City Optimist Club	Add Development Optimist Park	\$10,000.00	\$10,000.00		\$0.00
Midwest City Public Art Board	ARTOklahoma 2004	\$2,140.00	\$1,687.35	\$452.65	\$0.00
	Total Award Amount	\$250,000.00			
	Sub-Totals		\$225,505.52	\$24,494.48	\$0.00
	Grant Funds Available				\$250,000.00
	Total FY 03-04 Grant Expenditures				-\$225,505.52
	Monies Returned to Hospital Authority Account				\$24,494.48
	Total FY 03-04 Grant Monies Remaining				\$0.00

MWC Hospital Authority GRANT RECIPIENTS 2002-03

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE
Choctaw Park Foundation	Veterans Memorial @ Choctaw	\$5,000.00	\$5,000.00		\$0.00
City of Midwest City/Development Services Dept.	Comprehensive Plan	\$50,000.00	\$50,000.00		\$0.00
City of Midwest City/Fire Department	Risk Watch Program	\$10,860.39	\$10,860.39		\$0.00
City of Midwest City/Fire Department	Thermal Imaging Camera	\$25,800.00	\$25,800.00		\$0.00
City of Midwest City/Fire Department	Rapid Intervention System	\$4,500.00	\$4,500.00		\$0.00
City of Midwest City/Grants Management Division	Weed & Seed Program	\$25,000.00	\$25,000.00		\$0.00
City of Midwest City/Grants Management Division	Business Incentive Program	\$107,328.76	107,328.76		\$0.00
City of Midwest City/Neighborhood Services Dept.	Operation Paintbrush	\$10,000.00	\$10,000.00		\$0.00
City of Midwest City/Neighborhood Services Dept.	Neighborhood Gatherings & Cleanups	\$20,000.00	\$20,000.00		\$0.00
City of Midwest City/Street Department	Crutch Creek Nature Trail Bridge	\$25,000.00	\$17,177.77	\$7,822.23	\$0.00
Crutch Public Schools	MWC Waterline Project	\$20,460.85	\$20,460.85		\$0.00
Del City Chamber of Commerce	Del Quest Program	\$3,400.00	\$3,400.00		\$0.00
Holiday Lights Spectacular, Inc.	Displays, Tree Wraps, etc.	\$25,000.00	\$25,000.00		\$0.00
Literacy Link	Books, Office Equipment	\$3,040.00	\$3,040.00		\$0.00
Mid-Del Schools	Great Expectations Program	\$25,000.00	\$24,424.47	\$575.53	\$0.00
Mid-Del Schools	Stranger Danger Program	\$5,310.00	\$5,310.00		\$0.00
Mid-Del Youth & Family Center, Inc.	Four (4) Computers	\$2,800.00	\$2,790.40	\$9.60	\$0.00
Midwest City Chamber of Commerce	Youth Excel Program	\$2,000.00	\$2,000.00		\$0.00
Midwest City Community Playground Project	Replace Aging Playground Equipment/Regional Park	\$75,000.00	\$75,000.00		\$0.00
Midwest City Martin Luther King Jr. Prayer Breakfast Committee	Prayer Breakfast	\$5,000.00	\$5,000.00		\$0.00
Midwest City Martin Luther King Jr. Prayer Breakfast Committee	Workshops	\$3,500.00	\$951.90	\$2,548.10	\$0.00
Midwest City Public Art Board	ART Oklahoma 2003	\$3,000.00	\$2,940.22	\$59.78	\$0.00
Midwest City Public Library	Large Print Materials & Shelving	\$3,000.00	\$3,000.00		\$0.00
Midwest City Rotary Club	Renovate Rotary Pavilion/Regional Park	\$35,000.00	\$30,211.42	\$4,788.58	\$0.00
Tinker Inter-Tribal Council	Establish Annual MWC Pow Wow	\$5,000.00	\$5,000.00		\$0.00
	Total Award Amount	\$500,000.00			
	Sub-Totals		\$484,196.18	\$15,803.82	\$0.00
					\$500,000.00
	Total FY 02-03 Grant Expenditures				-\$484,196.18
	Monies Returned to Hospital Authority Account				\$15,803.82
	Total FY 02-03 Grant Monies Remaining				\$0.00

MWC Hospital Authority GRANT RECIPIENTS 2001-02

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE
City of Midwest City/EOC	Lightning Protection for 8 Sirens	\$11,385.00	\$9,604.00	\$1,781.00	\$0.00
City of Midwest City/Fire Department	Hazardous Material Training	\$32,191.03	\$32,191.03		\$0.00
City of Midwest City/John Conrad Golf Course	Modernization of Golf Course	\$10,000.00	\$7,877.13	\$2,122.87	\$0.00
City of Midwest City/MIS	Network/Overhead Projector	\$17,400.00	\$17,400.00		\$0.00
City of Midwest City/Neighborhood Services Dept.	Operation Paintbrush	\$7,500.00	\$7,326.74	\$173.26	\$0.00
City of Midwest City/Neighborhood Services Dept.	Neighborhood Gatherings & Cleanups	\$20,000.00	\$19,917.72	\$82.28	\$0.00
City of Midwest City/PWA	Fitness Program	\$21,000.00	\$18,361.27	\$2,638.73	\$0.00
Crutcho Public Schools	MWC Water Line Installation	\$12,119.15	\$12,119.15		\$0.00
Holiday Lights Spectacular, Inc.	Upgrade Electrical System	\$40,000.00	\$40,000.00		\$0.00
Holy Family Name/Catholic Charities	Stove Hood & Fence	\$13,527.00	\$13,527.00		\$0.00
Literacy Link	Books, Office Equipment	\$2,303.80	\$2,303.80		\$0.00
Martin Luther King Jr. Prayer Breakfast Committee	Prayer Breakfast	\$5,000.00	\$5,000.00		\$0.00
Mid-Del Group Homes, Inc.	Pallet Jacket	\$500.00	\$381.63	\$118.37	\$0.00
Mid-Del Group Homes, Inc.	Building Addition	\$50,000.00	\$50,000.00		\$0.00
Mid-Del Schools	Senior Link Program	\$9,877.00	\$9,224.18	\$652.82	\$0.00
Mid-Del Schools	Great Expectations Program	\$25,000.00	\$24,944.10	\$55.90	\$0.00
Mid-Del Youth & Family Center, Inc.	Nit Medical Supplies	\$405.00	\$405.00		\$0.00
Mid-Del Youth & Family Center, Inc.	Loss Prevention WIA Youth Dev. Program	\$737.00	\$737.00		\$0.00
Mid-Del Youth & Family Center, Inc.	Replace Roof Children's Shelter	\$9,306.46	\$9,306.46		\$0.00
Midwest Choral Society, Inc.	2002 Concert Performances	\$1,000.00	\$1,000.00		\$0.00
Midwest City Chamber of Commerce	Youth Excel	\$2,000.00	\$2,000.00		\$0.00
Midwest City Chamber of Commerce	Construct New Facility	\$50,000.00	\$50,000.00		\$0.00
Midwest City Kiwanis Club	Landscaping Improvements Kiwanis Park	\$9,459.56	\$9,459.56		\$0.00
Midwest City Public Art Board	Tents, etc., ARTOklahoma Event	\$9,875.00	\$9,875.00		\$0.00
Midwest City Public Library	Signage for Entrancesways	\$10,015.00	\$8,863.30	\$1,151.70	\$0.00
Midwest City Rotary Club #5750	U.S. Flag Project	\$15,000.00	\$14,664.79	\$335.21	\$0.00
Mission Mid-Del, Inc.	15-Passenger Van	\$24,000.00	\$24,000.00		\$0.00
Retired Senior Volunteer Program Central Oklahoma, Inc.	Blues Program	\$9,600.00	\$9,600.00		\$0.00
Studio Mid-Del, Inc.	Construct Facility	\$50,000.00	\$50,000.00		\$0.00
YWCA of Oklahoma City	SANE Program	\$30,799.00	\$30,799.00		\$0.00
	Total Award Amount	\$500,000.00			
	Sub-Totals		\$490,887.86	\$9,112.14	\$0.00
					\$500,000.00
	Total FY 01-02 Grant Expenditures				-\$490,887.86
	Monies Returned to Hospital Authority Account				\$9,112.14
	Total FY 01-02 Grant Monies Remaining				\$0.00

MWC Hospital Authority GRANT RECIPIENTS 2000-01

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE
Catholic Charities/Holy Family Name	Van	\$10,000.00	\$10,000.00		\$0.00
Central Oklahoma Habitat for Humanity	Construct 10 homes	\$70,000.00	\$70,000.00		\$0.00
City of Midwest City/Fire Department	Pulse Oximetry, etc.	\$6,472.50	\$6,465.25	\$7.25	\$0.00
City of Midwest City/Fire Department	Fire Safety Libraries (10)	\$3,000.00	\$2,999.56	\$0.44	\$0.00
City of Midwest City/John Conrad Golf Course	Clubhouse Upgrade	\$85,000.00	\$85,000.00		\$0.00
City of Midwest City/Municipal Golf Course	Gazebos	\$12,900.00	\$12,900.00		\$0.00
City of Midwest City/Neighborhood Services	Operation Paintbrush	\$7,500.00	7,283.55	\$216.45	\$0.00
City of Midwest City/Police Department	Audio/Recorders/Equipment for Jail	\$4,092.50	\$4,092.50		\$0.00
City of Midwest City/Police Department	Camera/Microphone/Equipment for Jail	\$5,218.60	\$5,177.05	\$41.55	\$0.00
City of Midwest City/Police Department	Mats/Physical Skills Employee Training	\$2,400.00	\$2,148.33	\$251.67	\$0.00
City of Midwest City/Police Department	Sexual Assault Nurse Examiner (SANE)	\$18,345.00	\$0.00	\$18,345.00	\$0.00
City of Midwest City/Police Department	Voice Messaging Notification System	\$27,400.00	\$26,816.98	\$583.02	\$0.00
City of Midwest City/Soldier Creek Nature Trail	South Trail Upgrade w/Hard Surface	\$23,400.00	\$23,400.00		\$0.00
City of Midwest City/Soldier Creek Nature Trail	Bird Watcher's Lane	\$9,466.76	\$7,613.95	\$1,852.81	\$0.00
City of Midwest City/Street Department	Tree Spade	\$18,100.00	\$18,100.00		\$0.00
Holiday Lights Spectacular, Inc.	Upgrade Electric System	\$25,000.00	\$25,000.00		\$0.00
Literacy Link	Reading & Writing Materials	\$3,008.04	\$3,008.04		\$0.00
Mid-Del Congress of Parents & Teachers	Clothing Room	\$2,000.00	\$2,000.00		\$0.00
Mid-Del Group Homes, Inc.	Forklift	\$10,000.00	\$9,804.45	\$195.55	\$0.00
Mid-Del Schools Academic Center	Outdoor Classroom	\$5,840.00	\$5,840.00		\$0.00
Mid-Del Technology Center	Neighborhood Electric Vehicle Demo. Project	\$7,108.00	\$7,108.00		\$0.00
Mid-Del Youth & Family Center, Inc.	Computer	\$1,457.83	\$1,457.83		\$0.00
Mid-Del Youth & Family Center, Inc.	Safe Place Program	\$6,190.53	\$2,840.98	\$3,349.55	\$0.00
Mid-Del Youth & Family Center, Inc.	Curriculum Second Step Program	\$505.00	\$505.00		\$0.00
Mid-Del Youth & Family Center, Inc.	Storage Building	\$2,443.18	\$2,418.76	\$24.42	\$0.00
Mid-Del Youth & Family Center, Inc.	Type and Talk Translator	\$378.26	\$0.00	\$378.26	\$0.00
Mid-Del Youth & Family Center, Inc.	Prevention Youth Violence Program	\$1,985.00	\$0.00	\$1,985.00	\$0.00
Midwest City High School Museum, Inc.	Museum	\$10,000.00	\$10,000.00		\$0.00
Midwest City Tree Board	Irrigation system/Adair Boulevard median	\$38,878.80	\$38,789.95	\$88.85	\$0.00
MWC Martin Luther King Jr. Prayer Breakfast Comm.	Prayer Breakfast	\$5,000.00	\$5,000.00		\$0.00
OK Country Soccer Club	Marquee signs (2), additional seating & benches	\$18,910.00	\$18,910.00		\$0.00
Studio Mid-Del, Inc.	Build New Facility	\$50,000.00	\$50,000.00		\$0.00
United Scottish Clans of Oklahoma, Inc.	United Scottish Clans Festival	\$8,000.00	\$8,000.00		\$0.00
	Total Award Amount	\$500,000.00			
	Sub-Totals		\$472,680.18	\$27,319.82	\$0.00
	Grant Funds Available				\$500,000.00
	Total FY 00-01 Grant Expenditures				-\$472,680.18
	Monies Returned to Hospital Authority Account				\$27,319.82
	Total FY 00-01 Grant Monies Remaining				0.00

MWC HOSPITAL AUTHORITY GRANT RECIPIENTS FY 1999-00

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE
Central Okla. Habitat for Humanity	Construct 8 houses	\$56,000.00	\$56,000.00		\$0.00
City of Midwest City	Irrigation system	\$30,000.00	\$30,000.00		\$0.00
City of Midwest City/EOC	Replace 8 emergency warning sirens	\$58,440.00	\$58,440.00		\$0.00
City of Midwest City/Fire Department	Directional Arrow Bar	\$7,456.00	\$7,448.71	\$7.29	\$0.00
City of Midwest City/Holiday Lights Spectacular	Holiday Display	\$791.27	\$791.27		\$0.00
City of Midwest City/Holiday Lights Spectacular	Storage Building	\$40,000.00	\$40,000.00		\$0.00
City of Midwest City/MIS Department	WAN/LAN Computer Interface	\$48,000.00	\$43,833.74	\$4,166.26	\$0.00
City of Midwest City/Parks & Recreation	Pavilion/restroom Project	\$99,310.00	\$99,310.00		\$0.00
City of Midwest City/Police Department	12 sets Turbo Flares	\$5,548.20	\$5,548.20		\$0.00
City of Midwest City/Soldier Creek Nature Trail	Present Trail enhancements	\$40,750.00	\$40,750.00		\$0.00
Literacy Link	Reading & writing materials	\$2,446.53	\$2,446.53		\$0.00
Mid-Del Group Homes	Van	\$12,500.00	\$12,500.00		\$0.00
Mid-Del Public Schools Foundation, Inc.	Biology/Math project	\$4,500.00	\$4,500.00		\$0.00
Mid-Del Youth & Family Center, Inc.	Replace 3 sofas Children's Shelter	\$600.00	\$600.00		\$0.00
Mid-Del Youth & Family Center, Inc.	Replace various appliances Children's Shelter	\$4,553.00	\$4,553.00		\$0.00
Mid-Del Youth & Family Center, Inc.	Network/juvenile offenders	\$6,605.00	\$6,605.00		\$0.00
Midwest City Amateur Athletic Assoc.	Boxing facility	\$48,000.00	\$0.00	\$48,000.00	\$0.00
Midwest City Chamber of Commerce	Business/Industrial Park	\$25,000.00	\$0.00	\$25,000.00	\$0.00
Midwest City Chamber of Commerce	Youth Excel Program	\$1,500.00	\$1,500.00		\$0.00
United Scottish Clans of Oklahoma	United Scottish Clans Festival	\$8,000.00	\$8,000.00		\$0.00
	Total Award Amount	\$500,000.00			
	Sub-Totals		\$422,826.45	\$77,173.55	\$0.00
	Grant Funds Available				\$500,000.00
	Total FY 99-00 Grant Expenditures				-\$422,826.45
	Monies Returned to Hospital Authority Account				\$77,173.55
	Total FY 99-00 Grant Monies Remaining				0.00

MWC Hospital Authority GRANT RECIPIENTS 1998-99

GRANT RECIPIENT	PURCHASE ITEM	AWARD AMOUNT	EXPENDITURES	MONEY RETURNED	BALANCE
MWC	Downtown Development	\$50,000.00	\$50,000.00		\$0.00
MWC Fire Department	Projector	\$7,281.00	\$7,487.82		\$0.00
MWC Fire Department	Infrared Camera	\$20,805.00	\$20,186.99	\$411.19	\$0.00
MWC John Conrad Golf Course	Irrigation System	\$55,000.00	\$55,000.00		\$0.00
MWC Municipal Golf Course	Fencing, Carpet	\$19,020.00	\$19,020.00		\$0.00
MWC Soldier Creek	Nature Trail	\$28,103.00	\$23,986.08	\$4,116.92	\$0.00
Holiday Lights Spectacular	Light Display	\$15,000.00	\$15,000.00		\$0.00
MWC Senior Advisory Committee	Van	\$40,000.00	\$40,000.00		\$0.00
Associated Catholic Charities	Holy Family Home	\$25,000.00	\$25,000.00		\$0.00
Autumn House	Van	\$26,452.00	\$26,452.00		\$0.00
Carl Albert High School	Visual Arts Equipment	\$1,536.00	\$1,536.00		\$0.00
Central Oklahoma Habitat for Humanity	Homes built in MWC	\$20,000.00	\$20,000.00		\$0.00
Communication Connection "Dog Ears"	2 Dogs & Training for Hearing Impaired	\$6,800.00	\$5,894.16	\$905.84	\$0.00
Literacy Link	Printer, educational material (books)	\$3,658.00	\$3,658.00		\$0.00
Mid-Del PTA Council	Clothing	\$2,000.00	\$2,000.00		\$0.00
Mid-Del Schools	Youth/Senior Citizens	\$12,894.00	\$12,894.00		\$0.00
Mid-Del Youth & Family	Carpet, etc.	\$7,950.00	\$7,950.00		\$0.00
Mid-Del Youth & Family	Storm Shelter	\$4,600.00	\$4,600.00		\$0.00
Mid-Del Youth & Family	Building Renovation	\$11,605.00	\$11,605.00		\$0.00
Midwest City Choral Society	Musicians, etc.	\$3,800.00	\$3,800.00		\$0.00
MWC MLK Jr. Prayer Breakfast Committee	Prayer Breakfast	\$4,000.00	\$4,000.00		\$0.00
OMNI Neighborhood Assoc.	Playground	\$10,000.00	\$9,926.63	\$73.37	\$0.00
Optimist Club	Park	\$10,000.00	\$10,000.00		\$0.00
United Scottish Clans of Oklahoma	Festival	\$7,000.00	\$7,000.00		\$0.00
	Total Award Amount	\$392,504.00			
	Sub-Totals		\$386,996.68	\$5,507.32	\$0.00
					\$392,504.00
	Total FY 98-99 Grant Expenditure				-\$386,996.68
	Monies Returned to Hospital Authority Account				\$5,507.32
	Total FY 98-99 Grant Monies Remaining				\$0.00



City Attorney, Donald D. Maisch

100 N. Midwest Boulevard
Midwest City, OK 73110
DMaisch@midwestcityok.org
Office: 405.739.1203
www.midwestcityok.org

MEMORANDUM

To: Chair and Members of the Midwest City Memorial Hospital Authority

From: Donald D. Maisch, City Attorney

Date: June 11, 2024

RE: Discussion, consideration, and possible action of approving an Ancillary Agreement with Sooner Town Center, LLC and Sooner Town Center II, LLC. (D. Maisch – City Attorney).

Due to the loss of Dick's Sporting Goods, Sooner Town Center II is experiencing issues concerning the loan with First National Bank. Through this Ancillary Agreement, Sooner Town Center will assist Sooner Town Center, II with making the payments on the loan. This cost will be born equally between Sooner Town Center and the City of Midwest City.

The Ancillary Agreement specifies that a \$380,000 transfer will occur for calendar year 2024 and a \$390,000 transfer will occur for calendar year 2025. Then the Ancillary Agreement will be evaluated to determine if it will need to continue.

This is a short term agreement just to assist Sooner Town Center II until Dick's can be re-leased.

Respectfully submitted,

Donald D. Maisch
City Attorney

ANCILLARY AGREEMENT
between
SOONER TOWN CENTER, LLC,
SOONER TOWN CENTER II, LLC,
THE MIDWEST CITY MUNICIPAL HOSPITAL AUTHORITY,
And
THE CITY OF MIDWEST CITY

THIS ANCILLARY AGREEMENT (hereinafter referred to as “**Agreement**”) is entered into by and among: Sooner Town Center, LLC, a corporation doing business in the State of Oklahoma (hereinafter referred to as “**STC**”); Sooner Town Center II, LLC, a corporation doing business in the State of Oklahoma (hereinafter referred to as “**STC II**”); The Midwest City Memorial Hospital Authority, a public trust, established pursuant to the laws of the State of Oklahoma (hereinafter referred to as “**Authority**”); and The City of Midwest City, a municipal corporation (hereinafter referred to as “**City**”) (all four (4) together referred to as “**Parties**”), and is effective upon the date of execution by the last party hereto.

WITNESSETH:

WHEREAS, **STC** and the **City** entered into an Amended Midwest City Downtown Redevelopment Agreement on or about January 18, 2005. The Amended Midwest City Downtown Redevelopment Agreement remains in full force and effect to this day; and

WHEREAS, one provision of the Amended Midwest City Downtown Redevelopment Agreement is the calculation and payment of Participation Rent by **STC** to the **City**; and

WHEREAS, **STC II** and FNB Community Bank entered into a Loan Agreement on or about September 18, 2012 whereby FNB Community Bank loaned **STC II** the amount of \$9,136,970.00 for upgrades to certain property located in Midwest City, Oklahoma; and

WHEREAS, the **Authority** is the landlord of the property where the upgrades to the property that was the subject of the September 18, 2012 loan. The **Authority** signed a Ratification by Hospital Trust on September 18, 2012 consenting to the Loan Agreement; and

WHEREAS, upgrades to the property included improvements to allow Dick’s Sporting Goods to open a store at the location of the property that is the subject of the loan; and

WHEREAS, on or about January 1, 2023, Dick’s Sporting Goods closed its store at the location of the property that was used as collateral for the loan; and

WHEREAS, since the closing of the Dick’s Sporting Goods store, the site has remained vacant; and

ANCILLARY AGREEMENT
between
SOONER TOWN CENTER, LLC,
SOONER TOWN CENTER II, LLC,
THE MIDWEST CITY MUNICIPAL HOSPITAL AUTHORITY,
And
THE CITY OF MIDWEST CITY

WHEREAS, due to the vacancy of the Dick’s Sporting Goods location, the rent anticipated to be received by **STC II** which would be used for the repayment of the loan has not been available; and

WHEREAS, due to the loss of rent due to the closing of the Dick’s Sporting Goods store, operating revenue for **STC II** has been reduced causing issues with the repayment of the loan by **STC II** to FNB Community Bank; and

WHEREAS, due to the loss of operating revenue by **STC II**, the **Parties** have reached the following agreement; and

NOW, THEREFORE, for and in consideration of the above premises and mutual covenants as set forth herein, **STC, STC II, the City, and the Authority** hereby agree as follows:

1. AGREEMENT

A. **STC** agrees to making cash transfers to **STC II** to cover any excess expenses over available cash (Operating Deficit) required to maintain and operate the project until the Dick’s Sporting Goods location is leased and new tenants are paying rent in accordance with said lease(s).

B. The cash transfers to fund the Operating Deficit shall be considered an adjustment to operating expenses by **STC** and done prior to the calculation of Participation Rent between **STC** and the **City**.

C. The cash transfers shall be equivalent to the Cash Operating Deficits which are estimated to be in the following amounts for the following years:

- i. For the remainder of calendar year 2024, the cash transfer is estimated to be three hundred and eighty thousand dollars (\$380,000.00); and
- ii. For calendar year 2025, the cash transfer is estimated to be three hundred and ninety thousand dollars (\$390,000.00).

ANCILLARY AGREEMENT
between
SOONER TOWN CENTER, LLC,
SOONER TOWN CENTER II, LLC,
THE MIDWEST CITY MUNICIPAL HOSPITAL AUTHORITY,
And
THE CITY OF MIDWEST CITY

D. The amounts estimated in Paragraph C above shall not exceed five hundred and thirty thousand dollars (\$530,000.00) for calendar year 2024 and seven hundred thousand dollars (\$700,000.00) for calendar year 2025.

2. COMMENCEMENT AND DURATION OF ANCILLARY AGREEMENT

- A. This **Agreement** shall commence on May 1, 2024.
- B. This **Agreement** shall remain in effect until December 31, 2025.
- C. This **Agreement** may be extended by mutual agreement of the **Parties**, in writing, signed and executed by all parties.

3. TERMINATION

This **Agreement** may be terminated by written agreement of the **Parties**, if the former Dick's Sporting Goods store location is no longer vacant and is occupied.

4. NOTICES

- A. Notices and other communications to the **City and Authority** pursuant to the provisions hereof will be sufficient if sent by first class mail, postage prepaid, return receipt required, or by a nationally recognized courier service, addressed to:

The City of Midwest City, City Clerk/Secretary for the Midwest City
Memorial Hospital Authority
100 N. Midwest Boulevard
Midwest City, OK 73110

And

City Manager for the City of Midwest City/
General Manager for the Midwest City Municipal Hospital Authority
100 N. Midwest Boulevard
Midwest City, OK 73110

ANCILLARY AGREEMENT
between
SOONER TOWN CENTER, LLC,
SOONER TOWN CENTER II, LLC,
THE MIDWEST CITY MUNICIPAL HOSPITAL AUTHORITY,
And
THE CITY OF MIDWEST CITY

respectively, and notices or other communications to the **STC and STC II** pursuant to the provisions hereof will be sufficient if by first class mail, postage prepaid, return receipt required, or by a nationally recognized courier service, addressed to:

Collette & Associates
P.O. Box 36799
Charlotte, NC 28236-6799

And

Robert Collett
Manager of STC and STC II for
Collette & Associates PO Box 9119
Morganton , NC 28680.

Any party hereto may change the address or addressee for the giving of notice to it by thirty (30) days prior written notice to the other **Parties** hereto as provided herein. Unless otherwise specified in this **Agreement**, notice will be effective upon actual receipt or refusal as shown on the receipt obtained pursuant to this paragraph.

5. ABIDES BY LAW

The **STC and STC II** must abide by the conditions of this **Agreement**, the ordinances of the **City**, and all laws and regulations of the State of Oklahoma and the United States of America (“Laws”), applicable to **STC and STC II** activities.

6. ASSIGNMENT AND SUBLEASE

STC and STC II may not assign or sublease its interest under this **Agreement** without the prior written consent of the **City and Authority**. Any assignment or sublease shall become effective upon receipt of a request signed by authorized and empowered officers/agents of the **STC and STC II** and sublessee and provision by the sublessee of a certificate of insurance evidencing the insurance required by this **Agreement** and upon approval of such sublease by **City and**

ANCILLARY AGREEMENT
between
SOONER TOWN CENTER, LLC,
SOONER TOWN CENTER II, LLC,
THE MIDWEST CITY MUNICIPAL HOSPITAL AUTHORITY,
And
THE CITY OF MIDWEST CITY

Authority. The **City and Authority** may, but not required, to execute a letter approving either the assignment or sublease as provided herein on behalf of **City or Authority**. Upon approval of such assignment or sublease, **STC and STC II** will not be relieved of future performance, liabilities, and obligations under this **Agreement**. **City and Authority** shall be provided with a copy of each written sublease agreement, and all amendments thereto, entered into by **STC and STC II** within forty-five (45) days after the entering into of same.

7. COMPLETE AGREEMENT AND AMENDMENT

This is the complete agreement between the **Parties** and no additions, amendments, alterations, or changes in this **Agreement** shall be effective unless reduced to writing and signed by all **Parties** hereto. Additionally, no statements, discussions, or negotiations shall be deemed or interpreted to be included in this **Agreement**, unless specifically and expressly provided herein.

8. TIME OF ESSENCE

For the purposes of this **Agreement**, time shall be deemed to be of the essence.

9. MULTIPLE ORIGINALS

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

10. ANTI-COLLUSION

STC and STC II agrees that it has not been and shall not be a party to any collusion with any of their officials, trustees, or employees of the **City or Authority** as to the terms or conditions of this **Agreement**, and has not and will not exchange, give or donate money or other things of value for special consideration to any officials, trustees, or employees of the **City or Authority**, either directly or indirectly, in procuring and execution of this **Agreement**.

ANCILLARY AGREEMENT
between
SOONER TOWN CENTER, LLC,
SOONER TOWN CENTER II, LLC,
THE MIDWEST CITY MUNICIPAL HOSPITAL AUTHORITY,
And
THE CITY OF MIDWEST CITY

11. BREACH AND DEFAULT

A breach of any provision of this **Agreement** shall act as a breach of the entire **Agreement** unless said breach is expressly waived in writing by all other **Parties** hereto. Failure to enforce or timely pursue any breach shall not be deemed a waiver of that breach or any subsequent breach. No waiver of any breach by any party hereto of any terms, covenants, or conditions herein contained shall be deemed a waiver of any subsequent breach of the same, similar, or different nature.

12. THIRD PARTY BENEFICIARIES

All **Parties** expressly agree that no third-party beneficiaries, expressly or implicitly, are intended to be or shall be created or acknowledged by this **Agreement**. This **Agreement** is solely for the benefit of **STC and STC II**, the **City and Authority**, and none of the provisions hereof are intended to benefit any third parties.

13. VENUE AND CHOICE OF LAW

All **Parties** hereto expressly agree that the venue of any litigation relating to or involving this **Agreement** and/or the rights, obligations, duties and covenants therein shall be in the appropriate court (state or federal) located in Oklahoma County, Oklahoma. All **Parties** agree that this **Agreement** shall be interpreted and enforced in accordance with Oklahoma law and all rights of the **Parties** shall be determined in accordance with Oklahoma law.

14. DISPUTE RESOLUTION

Any **Party** may commence the dispute resolution process pursuant to this provision, by providing the other **Party** written notice of the dispute between the **Parties** concerning any term of this **Agreement** or attachment hereto. The notice shall contain:

- (i) a statement setting forth the position of the party giving such notice and a summary of arguments supporting such position and

ANCILLARY AGREEMENT
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SOONER TOWN CENTER, LLC,
SOONER TOWN CENTER II, LLC,
THE MIDWEST CITY MUNICIPAL HOSPITAL AUTHORITY,
And
THE CITY OF MIDWEST CITY

- (ii) the name and title of **Party** Representative and any other Persons who will accompany the Representative at the meeting at which the **Parties** will attempt to settle the Dispute.

Within ten (10) days of receipt of the notice, the other **Party** shall respond with

- (i) a statement setting forth the position of the party giving such notice and a summary of arguments supporting such position and
- (ii) the name and title of **Party** Representative and any other Persons who will accompany the Representative at the meeting at which the parties will attempt to settle the Dispute.

The **Parties** shall make good faith attempts to negotiate a settlement between their appointed representatives. If the **Parties** are unable to settle the dispute themselves, the **Parties** shall be required to mediate the dispute, with the **Parties** equally sharing in the cost of said mediation. Mediation shall last at least six (6) hours and be attempted before any litigation shall be filed.

15. VALIDITY

The invalidity or unenforceability of any provision of this **Agreement** shall not affect the validity or enforceability of any other provisions of this **Agreement**, which shall remain in full force and effect.

16. NO WAIVER

The failure or neglect of either of the **Parties** hereto to insist, in any one or more instances, upon the strict performance of any of the terms or conditions of this **Agreement**, or waiver by any party of strict performance of any of the terms or conditions of this **Agreement**, shall not be construed as a waiver or relinquishment in the future of such term or condition, but such term or condition shall continue in full force and effect.

ANCILLARY AGREEMENT
between
SOONER TOWN CENTER, LLC,
SOONER TOWN CENTER II, LLC,
THE MIDWEST CITY MUNICIPAL HOSPITAL AUTHORITY,
And
THE CITY OF MIDWEST CITY

17. AMENDMENT

This **Agreement** may be amended by mutual agreement of the **Parties**, in writing and signed by all **Parties**. The **City** hereby delegates to the City Manager all amendments to this **Agreement** for approval and execution, unless the amendment would increase the contracted amount by more than ten percent (10%). The **Authority** hereby delegates to the General Manager all amendments to this Agreement for approval and execution, unless the amendment would increase the contracted amount by more than ten percent (10%).

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ANCILLARY AGREEMENT
between
SOONER TOWN CENTER, LLC,
SOONER TOWN CENTER II, LLC,
THE MIDWEST CITY MUNICIPAL HOSPITAL AUTHORITY,
And
THE CITY OF MIDWEST CITY

IN WITNESS WHEREOF, the parties have caused their properly authorized representatives to execute this **Agreement** on the dates set forth below.

STC: _____

Name: _____

Title: _____

STC II: _____

Name: _____

Title: _____

Attorney for STC & STC II: _____

Name: _____

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ANCILLARY AGREEMENT
between
SOONER TOWN CENTER, LLC,
SOONER TOWN CENTER II, LLC,
THE MIDWEST CITY MUNICIPAL HOSPITAL AUTHORITY,
And
THE CITY OF MIDWEST CITY

APPROVED by the Council and **SIGNED** by the Mayor of The City of Midwest City this
_____ day of _____, 2024.

THE CITY OF MIDWEST CITY

MATTHEW D. DUKES, II
MAYOR

SARA HANCOCK, CITY CLERK

REVIEWED for form and legality.

DONALD D. MAISCH, CITY ATTORNEY

ANCILLARY AGREEMENT
between
SOONER TOWN CENTER, LLC,
SOONER TOWN CENTER II, LLC,
THE MIDWEST CITY MUNICIPAL HOSPITAL AUTHORITY,
And
THE CITY OF MIDWEST CITY

APPROVED by the Trustees and **SIGNED** by the Chair of The Midwest City Memorial Hospital Authority this _____ day of _____, 2024.

THE CITY OF MIDWEST CITY

MATTHEW D. DUKES, II
CHAIR

SARA HANCOCK, SECRETARY

REVIEWED for form and legality.

DONALD D. MAISCH, ATTORNEY



DISCUSSION ITEMS





City Manager
100 N. Midwest Boulevard
Midwest City, OK 73110
tlyon@midwestcityok.org
Office: 405.739.1201
www.midwestcityok.org

MEMORANDUM

TO: Honorable Mayor and Councilmembers

FROM: Tim Lyon, City Manager

DATE: June 11, 2024

SUBJECT: Discussion and update by SSM regarding status of improvements and operations at St. Anthony's Midwest Hospital. No action is necessary; this item is presented for informational and discussion purposes only.

The CEO of SSM will present an update of status improvements and operations to the City Council.

Regards,

Tim Lyon
City Manager



Midwest City Memorial Hospital Authority
100 North Midwest Boulevard Midwest City, OK 73110
Office (405) 739-1207
tlyon@midwestcityok.org
www.midwestcityok.org

MEMORANDUM

To: Midwest City Memorial Hospital Authority Trustees

From: Tim Lyon, General Manager/Administrator

Date: June 11, 2024

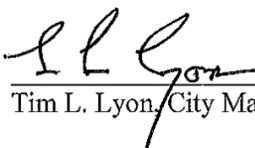
Subject: Discussion, consideration, and possible action of re-appointing Amber Moody as the Mayor representative on the Midwest City Memorial Hospital Authority Trust Board of Grantors for a second four-year term ending on May 11, 2028.

Mayor Dukes would like to re-appoint Amber Moody as his representative on the Board of Grantors for a four-year term to end on May 11, 2028.

As you may recall, per the Hospital Authority Trust Indenture, Grantors are nominated by the City Council members with two by the Chamber and the City Council appoints them by majority vote. The Grantors meet on call and serve 4-year terms with a limit of 2 terms (terms are consider two-years or more). The qualifications to be appointed to the Board of Grantors as stated in the Contract are: (1) be a resident or employed within Midwest City for at least one-year prior to appointment; and (2) be at least 25 years old. Ms. Moody meets both of these qualifications.

The current Grantors include:

Appointee	Name	Appointed	2 nd Term Ends	BOG Position
Chamber	Stacy Willard	04/24/18	04/28/26	
Chamber	Bill Croak	05/01/24		
Ward 1	Vacant			
Ward 2	Zac Watts	05/25/21	04/28/28	Vice-chair elected 06-22-23
Ward 3	Vacant			
Ward 4	Kelly Albright	03/22/22		
Ward 5	Vacant			
Ward 6	Wade Moore	05/08/18	04/28/26	
Mayor	Amber Moody	05/12/20	05/11/28	Sec./Tre. elected 06-22-23


Tim L. Lyon, City Manager



Midwest City Memorial Hospital Authority
100 North Midwest Boulevard Midwest City, OK 73110
Office (405) 739-1207
tlyon@midwestcityok.org
www.midwestcityok.org

MEMORANDUM

To: Midwest City Memorial Hospital Authority Trustees

From: Tim Lyon, General Manager/Administrator

Date: June 11, 2024

Subject: Discussion, consideration, and possible action of appointing Megan Bain as the Ward 5 representative on the Midwest City Memorial Hospital Authority Trust Board of Grantors for a four-year term ending on May 23, 2028.

Council member Bana has nominated former Ward 3 Council member Megan Bain to represent Ward 5 on the Board of Grantors for a four-year term to end on May 23, 2028.

As you may recall, per the Hospital Authority Trust Indenture, Grantors are nominated by the City Council members with two by the Chamber and the City Council appoints them by majority vote. The Grantors meet on call and serve 4-year terms with a limit of 2 terms (terms are consider two-years or more).

The current Grantors include:

Appointee	Name	Appointed	2 nd Term Ends	BOG Position
Chamber	Stacy Willard	04/24/18	04/28/26	
Chamber	Vacant			(McGlamery) Chairman elected 06-22-23
Ward 1	Vacant			
Ward 2	Zac Watts	05/25/21	04/28/26	Vice-chair elected 06-22-23
Ward 3	Vacant			
Ward 4	Kelly Albright	03/22/22	04/28/26	
Ward 5	Vacant			
Ward 6	Wade Moore	05/08/18	04/28/26	
Mayor	Amber Moody	05/12/20		Sec./Tre. elected 06-22-23

A handwritten signature in black ink, appearing to read "Tim L. Lyon".

Tim L. Lyon, City Manager



Midwest City Memorial Hospital Authority
100 North Midwest Boulevard Midwest City, OK 73110
Office (405) 739-1207
tlyon@midwestcityok.org
www.midwestcityok.org

MEMORANDUM


To: Midwest City Memorial Hospital Authority Trustees
From: Tim Lyon, General Manager/Administrator
Date: June 11, 2024
Subject: Discussion, consideration, and possible action of appointing Chris Cooney as the Ward 1 representative on the Midwest City Memorial Hospital Authority Trust Board of Grantors for a four-year term ending on June 10, 2028.

Ward 1 City Council Member Susan Eads would like to appoint Chris Cooney as her representative on the Board of Grantors (BOG) for a four-year term to end on June 11, 2028.

As you may recall, per the Hospital Authority Trust Indenture, Grantors are nominated by the City Council members with two by the Chamber and the City Council appoints them by majority vote. The Grantors meet on call and serve 4-year terms with a limit of 2 terms (terms are consider two-years or more). The qualifications to be appointed to the BOG as stated in the Contract are: (1) be a resident or employed within Midwest City for at least one-year prior to appointment; and (2) be at least 25 years old. Mr. Cooney meets both of these qualifications. Mr. Cooney has served, and is currently serving as the Ward 1 representative to the Parks and Recreation Board. This would be Mr. Cooney's first term on the BOG.

The current Grantors include:

Appointee	Name	Appointed	2 nd Term Ends	BOG Position
Chamber	Stacy Willard	04/24/18	04/28/26	
Chamber	Bill Croak	05/01/24		
Ward 1	Vacant			
Ward 2	Zac Watts	05/25/21	04/28/28	Vice-chair elected 06-22-23
Ward 3	Vacant			
Ward 4	Kelly Albright	03/22/22		
Ward 5	Vacant			
Ward 6	Wade Moore	05/08/18	04/28/26	
Mayor	Amber Moody	05/12/20	05/11/28	Sec./Tre. elected 06-22-23


Tim L. Lyon, City Manager



Midwest City Memorial Hospital Authority
100 North Midwest Boulevard
Midwest City, Oklahoma 73110
Office (405) 739-1207/Fax (405) 739-1208
www.midwestcityok.org

MEMORANDUM

To: Honorable Chairman and Trustees

From: Tiatia Cromar, Treasurer/Finance Director

Date: June 11, 2024

Subject: Public hearing with discussion, consideration and possible action on a resolution of the Midwest City Memorial Hospital Authority approving its budget for Fiscal Year 2024-2025 in the amount of \$7,858,051 for the Discretionary, \$6,760,866 for the Compounded Principal, \$1,032,500 for the Miscellaneous, \$595,154 for the Grants divisions, and \$1,623,845 for the Sooner Rose Tax Increment Financing.

The budget for fiscal year 2024-2025 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 2nd 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.


Tiatia Cromar
Finance Director

Attachment: Proposed Resolution

RESOLUTION NO. HA2024-_____

A RESOLUTION OF THE MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY ADOPTING ITS BUDGET FOR FISCAL YEAR 2024-2025 IN THE AMOUNT OF \$17,870,416.

WHEREAS, a public hearing was held on June 11th, 2024 for the purpose of receiving citizens' comments, recommendations or information on any part of the proposed budget;

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 2024-2025:

Hospital Authority Discretionary (425-9050)	\$ 7,858,051
Hospital Authority Compounded Principal (425-9010)	\$ 6,760,866
Hospital Authority Grants (425-9080)	\$ 595,154
Hospital Authority Miscellaneous (425-9060)	\$ 1,032,500
Sooner Rose Tax Increment Financing (352-9070)	\$ 1,623,845

PASSED AND APPROVED by the Chairman and Trustees of the Midwest City Memorial Hospital Authority this 11th day of June, 2024.

MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY

Matthew D. Dukes II, Chairman

ATTEST:

Sara Hancock, Secretary

APPROVED as to form and legality this 11th day of June, 2024.

Donald Maisch, City Attorney



Memorial Hospital Authority

General Manager/Administrator, Tim Lyon
100 North Midwest Boulevard
Midwest City, Oklahoma 73110
Office (405) 739-1201
tlyon@midwestcityok.org
www.midwestcityok.org

MEMORANDUM

To: Honorable Chairman and Trustees

From: Tiatia Cromar, Finance Director

Date: June 11, 2024

Subject: Discussion, consideration, and possible action to reallocate assets, change fund managers or make changes in the Statement of Investment Policy, Guidelines and Objectives.

This item is on each agenda in the event that 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.

Tiatia Cromar
Finance Director



NEW BUSINESS/
PUBLIC DISCUSSION





SPECIAL ECONOMIC DEVELOPMENT AUTHORITY AGENDA

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

June 11, 2024 – 6:03 PM

Presiding members: Chairman Matthew Dukes	City Staff:	
Trustee Susan Eads	Trustee Marc Thompson	General Manager Tim Lyon
Trustee Pat Byrne	Trustee Sara Bana	Secretary Sara Hancock
Trustee Rita Maxwell	Trustee Rick Favors	Authority Attorney Don Maisch

A. **CALL TO ORDER.**

B. **CONSENT AGENDA.**

- 1.** Discussion, consideration, and possible action to approve the February 27, 2024 meeting minutes. (City Clerk - S. Hancock)
- 2.** Discussion, consideration, and possible action to approve the May 28, 2024 special meeting minutes. (Secretary - S. Hancock)
- 3.** Discussion, consideration and possible action of approving the management representation letter to Grant Thornton LLP and accepting the draft final report for Sooner Town Center, LLC for calendar years ending December 31, 2023 and 2022. (Finance - T. Cromar)

C. **DISCUSSION ITEMS.**

- 1.** Public hearing with discussion, consideration and possible action on a resolution of the Midwest City Economic Development Authority approving its budget for Fiscal Year 2024-2025 in the amount of \$663,863. (Finance - T. Cromar)

D. **PUBLIC DISCUSSION.** The purpose of the "Public Discussion" section of the agenda is for members of the public to speak to the Authority on any subject not scheduled on the regular agenda. The Authority shall make no decision or take any action, except to direct the City Manager to take action, or to schedule the matter for discussion at a later date. Pursuant to the Oklahoma Open Meeting Act, the Authority will not engage in any discussion on the matter until that matter has been placed on an agenda for discussion. **THOSE ADDRESSING THE AUTHORITY ARE REQUESTED TO STATE THEIR NAME AND ADDRESS PRIOR TO SPEAKING TO THE AUTHORITY.**

E. **ADJOURNMENT.**



CONSENT AGENDA



Notice for the Midwest City Special Economic Development Authority special meetings was filed with the City Clerk of Midwest City 48 hour prior to the meeting. Public notice of this agenda was accessible at least 24 hours before this meeting at City Hall and on the Midwest City website (www.midwestcityok.org).

Midwest City Economic Development Authority Minutes

February 27, 2024

This **special meeting** was held in Midwest City Council Chambers at City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma.

Chairman Matt Dukes called the meeting to order at 7:46 PM with the following members present:

Trustee Susan Eads	Trustee Sean Reed*	General Manager Tim Lyon
Trustee Pat Byrne	Trustee Sara Bana	Secretary Sara Hancock
Trustee Rick Dawkins	Trustee Rick Favors	Authority Attorney Don Maisch

DISCUSSION ITEM.

1. Discussion, consideration, and possible action to approve the December 12, 2023 meeting minutes.

Eads made a motion to approve the minutes, seconded by Favors. Voting aye: Eads, Byrne, Dawkins, Reed, Bana, Favors, and Dukes. Nay: none. Motion carried.

PUBLIC DISCUSSION. There was no public discussion.

At 7:48 PM Eads made a motion to recess, seconded by Reed. Voting aye: Eads, Byrne, Dawkins, Reed, Bana, Favors, and Dukes. Nay: none.

At 7:50 PM Eads made a motion to reconvene, seconded by Byrne. Voting aye: Eads, Byrne, Dawkins, Reed, Bana, Favors, and Dukes. Nay: none.

*Reed left meeting at 7:50 PM.

EXECUTIVE SESSION.

1. Discussion, consideration, and possible action to 1) entering into executive session, as allowed under Title 25 Section 307 (B)(4) to discuss confidential communications between a public body and its attorney concerning a pending investigation, claim, or action of the public body with the advice of its attorney, determines that disclosure will seriously impair the ability of the public body to process the claim or conduct a pending investigation, litigation, or proceeding in the public interest regarding donation of land and the Urban Renewal Plan area; and 2) authorizing the City Manager to take action as appropriate based on discussion.

At 7:50 PM Eads made a motion to enter into Executive Session, seconded by Byrne. Voting aye: Eads, Byrne, Dawkins, Reed, Bana, Favors, and Dukes. Nay: none. Absent: Reed.

At 8:46 PM Eads made motion to return to open session, seconded by Favors. Voting aye: Eads, Byrne, Dawkins, Bana, Favors, and Dukes. Nay: none. Absent: Reed

Eads made a motion to proceed as discussed, seconded by Favors. Voting aye: Eads, Byrne, Dawkins, Bana, Favors, and Dukes. Nay: none. Absent: Reed

ADJOURNMENT.

There being no further business, Chairman Dukes adjourned the meeting at 8:46 PM.

ATTEST:

MATTHEW D DUKES II, Chairman

SARA HANCOCK, Secretary

Notice for the Midwest City Economic Development Authority special meeting was filed with the City Clerk of Midwest City 48 hours prior to the meeting. Public notice of this agenda was accessible at least 24 hours before this meeting at City Hall and on the Midwest City website (www.midwestcityok.org).

Midwest City Economic Development Authority Minutes

May 28, 2024

This **special meeting** was held in Midwest City Council Chambers at City Hall, 100 N. Midwest Blvd, Midwest City, County of Oklahoma, State of Oklahoma.

Chairman Matt Dukes called the meeting to order at 7:32 PM with following members present:

Trustee Susan Eads	Trustee Marc Thompson	General Manager Tim Lyon
Trustee Pat Byrne	Trustee Sara Bana	Secretary Sara Hancock
Trustee Rita Maxwell	Trustee Rick Favors	Authority Attorney Don Maisch

CONSENT AGENDA. NO ACTION WAS TAKEN.

1. Discussion, consideration, and possible action to approve the February 27, 2024 meeting minutes.
2. Discussion, consideration and possible action of approving the management representation letter to Grant Thornton LLP and accepting the draft final report for Sooner Town Center, LLC for calendar years ending December 31, 2023 and 2022.

PUBLIC DISCUSSION. There was no public discussion.

ADJOURNMENT.

Eads made a motion to adjourn, seconded by Byrne. Voting aye: Eads, Byrne, Maxwell, Thompson and Dukes. Nay: Bana and Favors. Motion Carried.

Meeting adjourned at 7:33 PM.

ATTEST:

MATTHEW D DUKES II, Chairman

SARA HANCOCK, Secretary



Finance Director
100 N. Midwest Boulevard
Midwest City, OK 73110
Office 405.739.1245

MEMORANDUM

TO: Economic Development Authority Chairman and Trustees

FROM: Tiatia Cromar, Finance Director

DATE: June 11, 2024

SUBJECT: Discussion, consideration and possible action of approving the management representation letter to Grant Thornton LLP and accepting the draft final report for Sooner Town Center, LLC for calendar years ending December 31, 2023 and 2022.

Attached for your review and approval is the management representation letter and financial statements for the entity leasing property associated with Sooner Town Center, LLC.

Tiatia Cromar
Finance Director



June 11, 2024

Grant Thornton LLP
1415 Vantage Park Dr
Suite 500
Charlotte, NC 28203

We are providing this letter in connection with your audits of the consolidated financial statements of Sooner Town Center, LLC and subsidiaries (collectively, the "Entity"), which comprise the consolidated balance sheets as of December 31, 2023 and December 31, 2022 and the related consolidated statements of operations, changes in members' deficit, and cash flows for the years then ended, and the related notes to the consolidated financial statements. We understand that your audits were made for the purpose of expressing an opinion as to whether the consolidated financial statements are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America ("US GAAP") and whether the supplementary information is fairly presented, in all material respects, in relation to the consolidated financial statements as a whole.

We have fulfilled our responsibility, as set out in the terms of the Engagement Letter, for the preparation and fair presentation of the consolidated financial statements in accordance with US GAAP. We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error or fraud, including programs and controls to prevent and detect fraud.

Certain representations in this letter are described as being limited to matters that are material. Items are considered to be material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of the surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement.

We confirm, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves, as of May 28, 2024, the following representations made to you during your audits.

1. We have disclosed to you the results of our assessment of the risk that the consolidated financial statements may be materially misstated as a result of fraud. We have no knowledge of fraud or suspected fraud affecting the Entity involving:
 - a. Management
 - b. Employees who have significant roles in internal control, or
 - c. Others where the fraud could have a material effect on the consolidated financial statements.
2. We have no knowledge of any allegations of fraud or suspected fraud affecting the Entity's consolidated financial statements received in communications from employees, former employees, analysts, regulators, short sellers, or others.
3. There are no known violations or possible violations of, or no known instances of noncompliance or suspected noncompliance with, laws and regulations whose effects should be considered by management when preparing the consolidated financial statements, as a basis for recording a loss contingency or for disclosure.
4. The Entity has complied with all aspects of contractual agreements that would have a material effect on the consolidated financial statements in the event of a noncompliance.
5. The Entity has no plans or intentions that may materially affect the carrying value or classification of assets and liabilities.



100 N. Midwest Boulevard
Midwest City, OK 73110
Office 405.739.1245

6. We have disclosed to you the identity of all the Entity's related parties and all related party relationships and transactions of which we are aware. Related party relationships and transactions and related amounts receivable from or payable to related parties (including sales, purchases, loans, transfers, leasing arrangements, and guarantees) have been properly accounted for and disclosed in the consolidated financial statements in accordance with US GAAP.

We understand that "related parties" include (1) affiliates of the Entity; (2) entities for which investments in their equity securities would be required to be accounted for by the equity method by the investing entity; (3) trusts for the benefit of employees, such as pension and profit-sharing trusts that are managed by or under the trusteeship of management; (4) principal owners of the Entity and members of their immediate families; and (5) management of the Entity and members of their immediate families.

Related parties also include (1) other parties with which the Entity may deal if one party controls or can significantly influence the management or operating policies of the other to an extent that one of the transacting parties might be prevented from fully pursuing its own separate interests; and (2) other parties that can significantly influence the management or operating policies of the transacting parties or that have an ownership interest in one of the transacting parties and can significantly influence the other to an extent that one or more of the transacting parties might be prevented from fully pursuing its own separate interests.

7. We are not aware of any pending or threatened litigation, claims, or assessments or unasserted claims or assessments whose effects should be considered by management when preparing the (consolidated) financial statements and that should be accounted for and disclosed in accordance with US GAAP (*FASB Accounting Standards Codification*[®] (ASC) 450, *Contingencies*), and we have not consulted legal counsel concerning such litigation, claims, or assessments.
8. The calculation of participation rent for the year ended December 31, 2023, as determined in the supplementary schedules of net operating income, debt service, net cash flow, and subtenant rents is prepared in compliance with the terms as defined in the Midwest City Downtown Redevelopment General Ground Lease (the Agreement). We have reviewed the supplementary schedules and believe the information presented is consistent with and accurately reflects the provisions contained in the Agreement.
9. The information included in the Leases footnote to the consolidated financial statements, which describes the participation rent calculation, is consistent with our understanding of the Agreement.
10. Rent expense incurred totaled \$1,662,237 for the year ended December 31, 2023 and is properly recorded in the consolidated statement of operations.
11. Based on the Promissory Note Agreement with the City, the Company is able to factor in a cash reserve balance to the Net Operating Income section of the Participation Rent Expense Calculation. Per the agreement, both parties must agree to any cash reserve amounts. The Company did not reserve a cash balance in 2023 related to the Participation Rent Expense calculation.
12. No events have occurred subsequent to the date of the consolidated financial statements through the date of this letter that would require, in accordance with US GAAP, recognition or disclosure in the consolidated financial statements.

SOONER TOWN CENTER, LLC

Robert C. Collett, Managing Member

John Cheek, Consultant to Collett as an agent for Sooner Town Center, LLC

Katherine Fox, Chief Financial Officer of Collett as an agent for Sooner Town Center, LLC



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Midwest City, OK 73110
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MIDWEST CITY ECONOMIC DEVELOPMENT AUTHORITY

Tim Lyon, General Manager

DRAFT

**Consolidated Financial Statements and
Report of Independent Certified Public
Accountants**

Sooner Town Center, LLC

December 31, 2023 and 2022

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GRANT THORNTON LLP1415 Vantage Park Dr., Suite 500
Charlotte, NC 28203**D** +1 704 632 3500
F +1 704 334 7701**REPORT OF INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS**Members
Sooner Town Center, LLC**Opinion**

We have audited the consolidated financial statements of Sooner Town Center, LLC (an Oklahoma limited liability company) and subsidiaries (the "Company"), which comprise the consolidated balance sheets as of December 31, 2023 and 2022, and the related consolidated statements of operations, changes in members' deficit, and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the Company as of December 31, 2023 and 2022, and the results of its operations and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for opinion

We conducted our audits of the consolidated financial statements in accordance with auditing standards generally accepted in the United States of America (US GAAS). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Company and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of management for the financial statements

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Company's ability to continue as a going concern for one year after the date the financial statements are available to be issued.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with US GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the consolidated financial statements.

In performing an audit in accordance with US GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the consolidated financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Company's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Supplementary information

Our audits were conducted for the purpose of forming an opinion on the consolidated financial statements as a whole. The supplementary information included in Schedules I through IV is presented for purposes of additional analysis and is not a required part of the consolidated financial statements. Such supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the consolidated financial statements. The information has been subjected to the auditing procedures applied in the audit of the consolidated financial statements and certain additional procedures. These additional procedures included comparing and reconciling the information directly to the underlying accounting and other records used to prepare the consolidated financial statements or to the consolidated financial statements themselves, and other additional procedures in accordance with auditing

standards generally accepted in the United States of America. In our opinion, the supplementary information is fairly stated, in all material respects, in relation to the consolidated financial statements as a whole.

GRANT THORNTON LLP (signed manually)

Charlotte, North Carolina

May 28, 2024

Sooner Town Center, LLC

CONSOLIDATED BALANCE SHEETS

December 31,

	<u>2023</u>	<u>2022</u>
ASSETS		
Real property, at cost		
Buildings and building improvements	\$ 33,228,394	\$ 33,110,594
Land improvements and signage	13,217,019	13,217,019
	<u>46,445,413</u>	<u>46,327,613</u>
Total real property, at cost		
	46,445,413	46,327,613
Less: accumulated depreciation	<u>(26,451,082)</u>	<u>(25,202,434)</u>
Real property, net	19,994,331	21,125,179
Other assets		
Cash	619,454	482,429
Restricted cash	4,424,583	4,271,919
Accounts receivable	300,008	229,318
Security deposit trust account	54,179	54,179
Deferred rent receivable	511,551	444,218
Deferred charges and other assets, net	1,137,605	768,005
Right-of-use assets	13,237,216	13,334,186
	<u>13,237,216</u>	<u>13,334,186</u>
Total assets	<u>\$ 40,278,927</u>	<u>\$ 40,709,433</u>
LIABILITIES AND MEMBERS' DEFICIT		
Liabilities		
Unearned rent	\$ 255,173	\$ 228,636
Notes payable (net of deferred loan costs of \$1,625,395 and \$1,689,217 at December 31, 2023 and 2022, respectively)	43,871,757	44,564,806
Note payable to members and affiliates	1,000	1,000
Accounts payable and accrued expenses	1,074,764	884,661
Security deposits	54,179	54,179
Lease liabilities	13,237,216	13,334,186
	<u>13,237,216</u>	<u>13,334,186</u>
Total liabilities	58,494,089	59,067,468
Members' deficit	<u>(18,215,162)</u>	<u>(18,358,035)</u>
Total liabilities and members' deficit	<u>\$ 40,278,927</u>	<u>\$ 40,709,433</u>

The accompanying notes are an integral part of these consolidated financial statements.

Sooner Town Center, LLC

CONSOLIDATED STATEMENTS OF OPERATIONS

Years ended December 31,

	<u>2023</u>	<u>2022</u>
Rental revenues	\$ 7,917,185	\$ 6,929,896
Operating expenses		
Common area maintenance	587,677	564,268
Repairs and other operating expenses	44,884	54,838
Taxes and insurance	854,530	832,535
Administrative	141,341	119,904
Rent expense	1,662,237	1,288,844
Property management fees	292,744	257,943
Depreciation and amortization	<u>1,538,971</u>	<u>1,275,651</u>
Total operating expenses	5,122,384	4,393,983
Other income (expense)		
Interest income	159,246	33,282
Interest expense	<u>(2,231,174)</u>	<u>(2,212,528)</u>
NET INCOME	<u>\$ 722,873</u>	<u>\$ 356,667</u>

The accompanying notes are an integral part of these consolidated financial statements.

Sooner Town Center, LLC

CONSOLIDATED STATEMENTS OF CHANGES IN MEMBERS' DEFICIT

Years ended December 31,

Members' deficit, December 31, 2021	\$ (18,038,724)
Net income	356,667
Distributions	<u>(675,978)</u>
Members' deficit, December 31, 2022	(18,358,035)
Net income	722,873
Distributions	<u>(580,000)</u>
Members' deficit, December 31, 2023	<u><u>\$ (18,215,162)</u></u>

The accompanying notes are an integral part of these consolidated financial statements.

Sooner Town Center, LLC

CONSOLIDATED STATEMENTS OF CASH FLOWS

Years ended December 31,

	<u>2023</u>	<u>2022</u>
Cash flows from operating activities:		
Net income	\$ 722,873	\$ 356,667
Adjustments to reconcile net income to net cash provided by operating activities:		
Depreciation	1,248,648	1,039,979
Amortization	290,323	235,672
Amortization of right-of-use assets	96,970	91,856
Deferred rent receivable	(89,049)	(15,135)
Changes in operating assets and liabilities:		
Accounts receivable	(70,690)	(23,112)
Deferred charges and other assets	(592,566)	(217,919)
Unearned rent	26,537	(54,991)
Accounts payable and accrued expenses	265,988	(184,287)
Lease liabilities	(96,970)	(91,856)
	<u>1,802,064</u>	<u>1,136,874</u>
Cash flows from investing activities:		
Additions to buildings and improvements	<u>(171,969)</u>	<u>(965,179)</u>
	<u>(171,969)</u>	<u>(965,179)</u>
Cash flows from financing activities:		
Repayments on notes payable	(995,000)	(965,000)
Proceeds from line of credit	341,450	704,023
Payments on line of credit	(35,683)	-
Payments on notes payable	(67,638)	-
Cash paid for deferred financing costs	(3,535)	(43,988)
Member distributions	<u>(580,000)</u>	<u>(675,978)</u>
	<u>(1,340,406)</u>	<u>(980,943)</u>
NET INCREASE/(DECREASE) IN CASH	289,689	(809,248)
Cash and restricted cash, beginning of year	<u>4,754,348</u>	<u>5,563,596</u>
Cash and restricted cash, end of year	<u>\$ 5,044,037</u>	<u>\$ 4,754,348</u>
Supplemental disclosures of cash flow information:		
Cash paid for interest	<u>\$ 2,242,425</u>	<u>\$ 2,221,893</u>
Supplemental schedule of noncash investing activity:		
Additions to right-of-use assets and lease liabilities	<u>\$ -</u>	<u>\$ 13,426,042</u>
Additions to property and equipment funded by accounts payable	<u>\$ -</u>	<u>\$ 54,169</u>

The accompanying notes are an integral part of these consolidated financial statements.

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS

December 31, 2023 and 2022

NOTE 1 - SUMMARY OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES***Organization***

Sooner Town Center, LLC (an Oklahoma limited liability company) (STC) (the Company) was organized in June 2002 for the purpose of acquiring, developing and leasing commercial properties in Oklahoma. STC develops and operates a retail center (the Project) located in Midwest City, Oklahoma (the City). The Project is defined by a Redevelopment Agreement between the City and STC as authorized by the Oklahoma Local Development Act. Under the terms of the agreement, the City leases the Project land to STC under two ground leases. The City is considered to be a related party for financial reporting purposes. STC is responsible for the design, construction, financing, leasing and management of the Project, all subject to City approval. Income and loss will be allocated to members in accordance with the operating agreement.

Cash

Cash includes cash and cash equivalents. The Company classifies highly liquid investments with original maturity dates of three months or less as cash equivalents.

Restricted Cash

The Company maintained restricted cash balances of \$4,424,583 and \$4,271,919 as of December 31, 2023 and 2022, respectively. The balance includes utility deposits of \$1,032 and \$2,368 as of December 31, 2023 and 2022, respectively. Additionally, the Company's debt agreement (described in Note 2) requires additional funds to be held in escrow.

Concentration of Credit Risk

The Company's operating property is located in Midwest City, Oklahoma. The Company's ability to generate future revenues is dependent upon the economic conditions within this area.

The Company's tenants engage in a wide variety of businesses. One tenant accounted for 10% of total base rental revenue for the year ended December 31, 2023. Two tenants accounted for 12% and 10% of total base rental revenue, respectively, for the year ended December 31, 2022. Four tenants comprised roughly 26%, 23%, 22% and 13% of accounts receivable, respectively, as of December 31, 2023. Three tenants comprised roughly 37%, 29% and 14% of accounts receivable, respectively, as of December 31, 2022.

The Company maintains its cash in a commercial bank. Substantially all of the Company's cash and cash equivalents are held in noninterest-bearing accounts. Regularly during the year, the Company maintained cash and cash equivalents in accounts in excess of the amount insured by the Federal Deposit Insurance Corporation. The Company's management regularly monitors the financial stability of these financial institutions.

Leases

In accordance with Accounting Standards Codification (ASC) 842, the Company recognizes a lease liability and right-of-use asset on the consolidated balance sheets for contracts that it determines are leases or contain a lease. The leases to which the Company is a lessee consist of ground leases for Project land. Right-of-use assets represent the Company's right to use an underlying asset for the lease term, and lease liabilities represent the Company's obligation to make lease payments arising from the present value of lease payments over the lease term. Lease payments are typically discounted at an incremental borrowing rate because the interest rate implicit in the lease cannot be readily determined. The discount rate was calculated as the current bond rate on the Company's bonds which was approximately 5.43%. Lease right-of-use assets include initial direct costs incurred by the Company and are presented net of deferred rent

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED

December 31, 2023 and 2022

and lease incentives. Lease expense for lease payments is recognized on a straight-line basis over the lease term.

The Company's lease terms may include options to extend or terminate the lease when it is reasonably certain that the Company will exercise the options. The remaining lease term for the ground leases is 40 years.

The participation rent component of the Company's ground lease is excluded from the ASC 842 guidance as the payments are variable and not based on a rate or index.

On the consolidated statements of cash flows, the recognition of right-of-use assets and lease liabilities at lease commencement is considered to be a non-cash investing and financing activity. The decrease in lease liabilities is presented as part of changes in operating assets and liabilities to reconcile net income to net cash flows from operating activities.

The Company is also lessor in a number of retail shopping center leases. While the majority of these leases contain both lease and non-lease components, the Company has elected the practical expedient option and does not separate lease and non-lease components as the timing and pattern of transfer are essentially the same. These leases meet the criteria to be classified as operating leases. The accounting for these leases is further described in the Revenue Recognition footnote.

Revenue Recognition

Rental revenue is generally recognized based on the terms of tenant leases. Rental revenue from leases with scheduled rent increases, incentives or abatements is recognized on a straight-line basis over the noncancelable term of the respective leases. Property operating cost recoveries from tenants for common area maintenance, real estate taxes and other recoverable costs totaled \$1,417,706 and \$1,038,683 for the years ended December 31, 2023 and 2022, respectively, and are recognized in the period in which the related expenses are incurred and are included in rental revenues in the accompanying consolidated statements of operations. Receivables relating to these recoveries totaled \$173,625 and \$229,318 as of December 31, 2023 and 2022, respectively, and are recognized as accounts receivable on the accompanying consolidated balance sheets. If it becomes probable a tenant will fail to perform according to the terms of the lease, a loss equal to the accrued rental revenue unlikely to be received from that tenant would be charged to operations. Interest income is recognized as it is earned.

Rent payments received in advance from tenants is recognized as unearned rent on the accompanying consolidated balance sheets. Unearned rent as of December 31, 2023 and 2022 was \$255,173 and \$228,636, respectively.

The aggregate excess of rental revenue recognized on a straight-line basis over rents due in accordance with the provisions of the leases was \$511,551 and \$444,218 at December 31, 2023 and 2022, respectively, and is recognized as deferred rent receivable on the accompanying consolidated balance sheets.

The Project consists of 629,343 square feet of retail space and 13 outparcel sites and was completed in 2015. At December 31, 2023, tenants occupying 624,343 square feet and 13 of the outparcel sites were operating under noncancelable leases providing for future minimum rents of \$29,050,460.

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED

December 31, 2023 and 2022

Future minimum rents receivable under noncancelable leases for all known tenants at December 31, 2023, is as follows. Most leases have renewal options, which are not included below.

	Amount
2024	\$ 6,199,334
2025	5,353,929
2026	4,122,920
2027	3,038,204
2028	1,545,426
Thereafter	8,790,647
	<u>\$ 29,050,460</u>

Rent and receivables are reported at their estimated net realizable value. When necessary, the Company provides an allowance for expected credit losses based upon a review of outstanding receivables, historical collection information and existing economic conditions. Past due status is based on the contractual terms of the receivables. Rent and receivables are written off based on individual credit evaluation and specific circumstances of the customer. Management has concluded that all of the Company's accounts receivable amounts will be realizable and, accordingly, has not recorded an allowance for expected credit losses at December 31, 2023 and 2022.

Real Property

Buildings and building improvements are stated at cost and depreciated using the straight-line method over the estimated useful life of 39 years. Land improvements and signage are depreciated using an accelerated method of depreciation over the useful life of the assets, usually 15 years. Direct and indirect costs that relate to land development and building construction are capitalized. Costs are allocated to Project components by the specific identification method whenever possible. Otherwise, costs are allocated based on square footage or acreage.

Depreciation on real property charged to operations was \$1,248,648 and \$1,039,979 for the years ended December 31, 2023 and 2022, respectively.

Repairs are charged against operations. Renewals and betterments that materially extend the life of an asset are capitalized.

The Company reviews the real property for impairment whenever events or changes in circumstances indicate that the carrying amount of the real property may not be recoverable. Recoverability of the real property is measured by a comparison of the carrying amount of the real property to undiscounted future net cash flows expected to be generated by the real property. If the real property is considered to be impaired, the impairment to be recognized is measured by the amount by which the carrying amount of the real property exceeds its fair value. No impairment was recognized for the years ended December 31, 2023 and 2022.

Deferred Charges and Other Assets, net

Deferred charges consist of lease commissions and lease costs and are stated at cost net of accumulated amortization. At December 31, 2023 and 2022, total deferred charges capitalized were \$5,256,103 and \$4,866,297, respectively, with accumulated amortization of \$4,366,914 and \$4,180,606, respectively. The lease commissions and lease costs are amortized on the straight-line method over the terms of the respective leases. Lease commission and lease costs amortization expense of \$186,308 and \$161,220 is

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED

December 31, 2023 and 2022

included in depreciation and amortization in the accompanying consolidated statements of operations for the years ended December 31, 2023 and 2022, respectively.

Other assets include debt issuance costs on the line of credit, regardless of whether there are any outstanding borrowings on the arrangement. The Company had debt issuance costs related to the line of credit of \$43,989 as of December 31, 2023 and 2022, and recognized \$36,658 and \$7,331 in amortization expense during the years ended December 31, 2023 and 2022, respectively.

Deferred charges and other assets also include \$248,416 and \$45,657 of prepaid expenses at December 31, 2023 and 2022, respectively.

Income Taxes

The Company is a limited liability company treated as a partnership for federal and state income tax purposes. As a result, the Company's results of operations are included in the income tax returns of its individual members. Accordingly, no provision for federal or state income taxes has been recorded in the accompanying consolidated financial statements. The Company files income tax returns in the U.S. federal jurisdiction and in the Oklahoma state jurisdiction. The Company is no longer subject to examination by taxing authorities for years before 2021, and it is not aware of any audits by any taxing authority.

The Company follows applicable authoritative guidance on accounting for uncertainty in income taxes which, among other things, prescribes a recognition threshold and measurement attribute for the financial statement recognition and measurement of a tax position taken or expected to be taken in a tax return, and provides guidance on derecognition, classification, interest and penalties, accounting in interim periods and disclosure. The Company has no uncertain tax positions.

Recent Accounting Standards

In June 2016, the Financial Accounting Standards Board (FASB) issued Accounting Standards Update (ASU) No. 2016-13, *Financial Instruments - Credit Losses (Topic 326): Measurement of Credit Losses on Financial Instruments*. Subsequently, in November 2018, the FASB issued ASU 2018-19, *Codification Improvements to Topic 326, Financial Instruments - Credit Losses*. ASU 2016-13 requires entities to measure all expected credit losses for most financial assets held at the reporting date based on an expected loss model which includes historical experience, current conditions, and reasonable and supportable forecasts. ASU 2016-13 also requires enhanced disclosures to help financial statement users better understand significant estimates and judgments used in estimating credit losses. The Company adopted this guidance on January 1, 2023. Adoption had no impact on the Company's financial statements and disclosures.

Use of Accounting Estimates

The financial statements have been prepared in conformity with accounting principles generally accepted in the United States of America (US GAAP), which require management to make estimates and assumptions that affect the reported amounts of assets and liabilities, the disclosure of contingencies and the results of operations for the years ended December 31, 2023 and 2022. While management has based their assumptions and estimates on the facts and circumstances known at December 31, 2023 and 2022, actual results may differ from those estimates.

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED

December 31, 2023 and 2022

NOTE 2 - NOTES PAYABLE

Notes payable outstanding at December 31 consisted of:

	<u>2023</u>	<u>2022</u>
Principal balance	\$ 45,497,152	\$ 46,254,023
Less: unamortized deferred loan costs	<u>(1,625,395)</u>	<u>(1,689,217)</u>
Notes payable less unamortized deferred loan costs	<u>\$ 44,871,757</u>	<u>\$ 44,564,806</u>

On February 28, 2018, the Company entered into a Loan Agreement (the Loan) with the Midwest City Economic Development Authority (MWCEDA), a related party, in the amount of \$49,155,000. The MWCEDA is a public trust created for the benefit of the City, for the purpose of issuing Series 2018 Economic Development Revenue Bonds (Bonds), the proceeds of which were used to fund the Loan to the Company. Proceeds of the Loan were used to (1) repay all the Company's existing debt, (2) fund certain reserves defined in the Loan Agreement and (3) pay the cost of issuing the Bonds.

All the Company's assets are pledged to the MWCEDA as collateral for the Loan under a Leasehold Mortgage and Assignment of Rents. Additionally, the City conveyed all Project land and assigned the leases as collateral described in Note 3 to the MWCEDA. The MWCEDA in turn pledged the Leasehold Mortgage, Project land and leases as collateral for the Bonds. Payments required under the Loan Agreement mirror the Bonds repayment schedule. The City has provided additional collateral in the form of a guaranty by the Midwest City Municipal Authority, lessee and operator of the City water and sewer systems, of any shortfall in Loan payments. The Company pays the City a Credit Enhancement Fee equal to 0.5% of the outstanding Bonds balance as defined, as compensation for the additional collateral provided by the City.

Loan payment terms specify that the annual payment be an amount sufficient to fund the Bonds repayment schedule, the Credit Enhancement Fee, administrative expenses, tenant improvements and maintain certain escrow balances as defined in the Loan Agreement. The Bonds are administered by a Trustee appointed by the MWCEDA. The Trustee provides the Company with an annual payment amount required to fund the Bonds obligation, which the Company remits to the Trustee in 12 equal installments. The effective interest rate of the Bonds issued is 4.94% and the Company incurred interest expense of \$2,170,248 in 2023 and \$2,207,631 in 2022 applicable to the Loan. Scheduled future Bonds principal payments are the following:

	<u>Amount</u>
2024	\$ 1,025,000
2025	1,060,000
2026	1,100,000
2027	1,140,000
2028	1,180,000
Thereafter	<u>39,050,000</u>
	<u>\$ 44,555,000</u>

Escrow and reserve balances required by the Bonds Indenture were \$4,423,551 and \$4,269,552 at December 31, 2023 and 2022, respectively, and are included in restricted cash on the consolidated balance sheets.

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED

December 31, 2023 and 2022

The Loan Agreement requires, among other things, that the Company maintain a debt Coverage Ratio of 1.20. If this is not achieved, the Company must make additional payments to a Supplemental Reserve Fund maintained by the Bonds Trustee. The coverage is tested annually for the 12 months ending January 31, and the Company was in compliance for the January 31, 2023 testing period and continued to be in compliance as of December 31, 2023.

On October 21, 2022, the Company entered into a line of credit agreement with FNB Community Bank. The line of credit is for a maximum principal amount of \$2,000,000 with a maturity date of November 1, 2024. The interest rate on the line of credit is 7.36% per annum. The purpose of the line of credit is to fund tenant upfit work. The outstanding principal balance on this line of credit at December 31, 2023 and 2022 was \$133,001 and \$704,023, respectively. Interest expense incurred for the year ended December 31, 2023 and 2022 was \$27,845 and \$4,897, respectively.

As tenant upfit work was completed, the associated principal balance drawn from the line of credit was rolled into notes payable. Three such notes payable were entered into during 2023 with FNB Community Bank. The maturity dates of these notes range between January 10, 2028 and September 10, 2028. The interest rates range between 6.87% and 7.29%. The total outstanding principal balance on these notes payable totaled \$809,151 as of December 31, 2023. Interest expense incurred for the year ended December 31, 2023 was \$33,081. Schedule future notes payable principal payments are the following:

	<u>Amount</u>
2024	\$ 289,554
2025	168,200
2026	180,544
2027	193,794
2028	110,060
Thereafter	<u>-</u>
	<u>\$ 942,152</u>

Loan costs consist of various debt issuance costs and are amortized on the straight-line method, which approximates the effective interest method, based on terms of the debt agreement. The Company's loan costs total \$2,017,170 and \$2,013,635 as of December 31, 2023 and 2022, respectively, with accumulated amortization totaling \$391,775 and \$324,418 as of December 31, 2023 and 2022, respectively. Loan cost amortization expense of \$67,357 and \$67,121 is included in depreciation and amortization in the accompanying consolidated statements of operations for the years ended December 31, 2023 and 2022, respectively.

NOTE 3 - LEASES

Sooner Town Center, LLC leases the Project land from the City under two ground leases, designated anchor and general. Both leases have terms commencing on June 1, 2004, with rent commencement on February 12, 2006, and expiring on October 31, 2062. Subsequent to rent commencement, the anchor ground lease rent is \$510,000 annually. The general ground lease provides for three tiers of rent - general ground rent of \$1 per year, preferred rent of \$305,000 annually, payable to the extent of net operating income in excess of debt service as defined in the Redevelopment Agreement, and participation rent equivalent to 50% of net operating income in excess of debt service remaining after payment of preferred rent. Preferred rent is cumulative after the Project is 50% leased. To the extent that calculated preferred rent payable is less than \$305,000, the difference is accrued and is payable when future net operating income in excess of debt service is sufficient. Participation rent expense totaled \$847,236 and \$473,843

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED

December 31, 2023 and 2022

for the years ended December 31, 2023 and 2022, respectively. Total rental expense totaled \$1,652,612 and \$1,288,844 for the years ended December 31, 2023 and 2022, respectively. Rent expense incurred and unpaid totaled \$251,456 and (\$6,155) as of December 31, 2023 and 2022, respectively. These balances are included in accounts payable and accrued expenses on the accompanying consolidated balance sheets.

Supplemental balance sheet information related to the Company's leases with respect to general ground rent and preferred rent is as follows:

Maturities of lease liabilities by fiscal year as of December 31, 2023 are as follows:

2024	\$ 815,000
2025	815,000
2026	815,000
2027	815,000
2028	815,000
Thereafter	<u>27,574,168</u>
Total lease payments	31,649,168
Less: imputed interest	<u>(18,411,952)</u>
Present value of lease liabilities	<u>\$ 13,237,216</u>

NOTE 4 - RELATED-PARTY TRANSACTIONS AND BALANCES

Collett & Associates, LLC (Collett), an affiliated property management company, provides management and brokerage services to the Company. Collett receives a monthly fee of 4% of gross monthly collections, net of anchor ground lease rent, for providing property management services. Such fees totaled \$289,556 and \$257,350 for the years ended December 31, 2023 and 2022, respectively, and are included in property management fees on the consolidated statements of operations. Additionally, tenant security deposits are held in a trust account maintained by Collett, consistent with industry practice and regulatory requirements. Amounts due under this arrangement are recognized as security deposit trust account and totaled \$54,179 as of December 31, 2023 and 2022. The Company paid nominal amounts for various expense reimbursements to Collett, which are recorded as general and administrative expenses, for both years ended December 31, 2023 and 2022.

The Company paid \$0 and \$17,900 in development and project administration fees to Collett during the years ended December 31, 2023 and 2022, respectively, for services related to the development and construction during the year. These costs are included within the buildings and building improvements line item and the construction in progress line item on the consolidated balance sheets as of December 31, 2023 and 2022, respectively. The Company paid \$14,125 and \$0 in construction management and accounting fees during the years ended December 31, 2023 and 2022, respectively, which are included in various operating expense captions on the consolidated statements of operations. In addition, the Company paid \$43,500 and \$30,450 leasing commissions to Collett for the years ended December 31, 2023 and 2022 respectively, which are included within deferred charges and other assets on the consolidated balance sheets.

Sooner Investment Realty (SIR), an affiliated entity, provides leasing services to the Company. The Company paid \$78,603 and \$65,370 in leasing commissions to SIR for the years ended December 31, 2023 and 2022, respectively, which is included within deferred charges and other assets on the consolidated balance sheets.

NOTES TO CONSOLIDATED FINANCIAL STATEMENTS - CONTINUED

December 31, 2023 and 2022

The Company paid \$22,408 and \$26,474 in utilities expense to the City for the years ended December 31, 2023 and 2022, respectively, which is included in common area maintenance expenses in the consolidated statements of operations.

The Company subleases part of the Project land to Sooner Town Center II, LLC (STC II), a related party. The lease commenced on July 19, 2012, with rent commencement on October 31, 2012. The lease expires on October 31, 2062, with a five-year renewal option. Annual rent for the first 10 years is \$45,000. The monthly rent amount increases by 10% on the 10th anniversary of the commencement date, and every five years thereafter. Straight-line rental income for this lease totaled \$65,609 for the years ended December 31, 2023 and 2022. These amounts are included in the future minimum rents receivable schedule included in Note 1.

As of December 31, 2023 and 2022, the Company has an outstanding loan balance with RC Collett, Inc., an affiliated entity, of \$1,000.

NOTE 5 - SUBSEQUENT EVENTS

The Company has analyzed its operations subsequent to December 31, 2023 through **May 28, 2024**, the date the consolidated financial statements were available to be issued. All subsequent events requiring recognition or disclosure have been incorporated into these consolidated financial statements.

SUPPLEMENTARY INFORMATION

Sooner Town Center, LLC

SCHEDULE I - NET OPERATING INCOME

Year ended December 31, 2023

Rental revenues	\$ 7,917,185
Less: Anchor ground lease revenue up to related expense	<u>(510,000)</u>
Rental revenues excluding anchor tenant	7,407,185
Adjustments for cash basis	
Deferred rent receivable, net	(89,049)
Common area maintenance receivable	(70,690)
Unearned rent	<u>26,537</u>
Gross operating revenue (subtenant rents, cash basis)	<u>7,273,983</u>
Allowable expenses	
Operating expenses	5,122,384
Less: Anchor tenant rent expense	(510,000)
Plus: Additions to project development costs	<u>210,517</u>
Allowable expenses, net of anchor tenant rent expense	4,822,901
Adjustments for noncash expenses	
Depreciation and amortization	(1,538,971)
Other adjustments	
Interest income	(159,246)
Preferred rent expense, accrued or paid	(305,000)
Participation rent expense, accrued or paid	<u>(847,236)</u>
Allowable expenses, net	<u>1,972,448</u>
Net operating income per Redevelopment Agreement (1)	<u>\$ 5,301,535</u>

- (1) The Midwest City Downtown Redevelopment (Redevelopment Agreement) Ground Lease between the City and the Company defines Net Operating Income per the Redevelopment Agreement as the difference between Gross Operating Revenue and the actual Operating Expenses for the same period. The agreement specifically defines Gross Operating Revenue as all revenues derived from the project (excluding anchor ground lease up to \$510,000), determined in accordance with GAAP, computed on a cash basis, exclusive of subtenant security deposits and other refundable deposits and exclusive of proceeds derived from a sale, condemnation, financing, insurance settlement or other transaction that is capital in nature. Further Operating Expenses are defined as those costs determined in accordance with GAAP, including all necessary and reasonable expenditures of any kind made with respect to the operations of the project (excluding anchor ground lease) typical of a Class A shopping center, without limitation, ad valorem taxes, insurance premiums, R&M expenses, management fees, leasing and advertising expenses, professional fees, wages and utility costs. After the City issues Certificates of Completion on Improvements, the construction loan interest will be included in Operating Expenses to the extent that such interest can no longer be drawn on under the applicable construction loan. Non-cash expenditures such as depreciation and amortization shall not be applicable construction loan. Non-cash expenditures such as depreciation and amortization shall not be included in the computation of Operating Expenses. Operating Expenses shall include all project development costs incurred by the Company, that are not financed, in further developing and leasing available space within the Project including, without limitation, tenant upfitting costs, market rate brokerage commissions, tenant improvement allowances, building improvements and legal fees.

Sooner Town Center, LLC

SCHEDULE II - DEBT SERVICE

Year ended December 31, 2023

Debt service

Interest expense on debt	\$ 2,231,174
Debt principal payments	1,062,638
Net change in bond escrows	<u>8,250</u>
Total debt service (2)	<u>\$ 3,302,062</u>

- (2) The Redevelopment Agreement defines Debt Service as principal and interest on all loan(s) on the Project (excluding those under the anchor ground lease) or any portion thereof, exclusive of (1) any interest under any construction loan which is funded by draws under such Construction Loan and (2) interest carry costs treated as preferred rent.

Sooner Town Center, LLC

SCHEDULE III - NET CASH FLOW

Year ended December 31, 2023

Net operating income per Redevelopment Agreement	\$ 5,301,535
Less: debt service	<u>(3,302,062)</u>
Net cash flow	1,999,473
Less: preferred rent	(305,000)
Less: general ground lease	<u>(1)</u>
Net cash flow, after preferred rent and general ground lease	1,694,472
Participation rent factor	<u>50%</u>
Participation rent (3)	<u><u>\$ 847,236</u></u>

(3) For purposes of determining Participation Rent, the Redevelopment Agreement defines Net Cash Flow as Net Operating Income less Debt Service. Participation Rent shall be an amount equal to fifty percent (50%) of Net Cash Flow remaining after General Ground Lease payment and Preferred Rent. All Participation Rent is subordinate to these payments. The annual lease payment for General Ground Lease is \$1, due to the City annually. Preferred Rent is the first \$305,000 of Net Operating Income after payment of the General Ground Lease Payment and Debt Service.

Sooner Town Center, LLC

SCHEDULE IV - SUBTENANT RENTS

Year ended December 31, 2023

Subtenant rents, excluding the anchor ground lease	<u>\$ 7,273,983</u>
Gross operating revenue (subtenant rents, cash basis)(4)	<u><u>\$ 7,273,983</u></u>

(4) Refer to page 17 for the calculation of Gross operating revenue (subtenant rents) which is computed on the cash basis.



DISCUSSION ITEM





Midwest City Economic Development Authority
100 North Midwest Boulevard
Midwest City, Oklahoma 73110
Office (405) 739-1207/Fax (405) 739-1208
www.midwestcityok.org

MEMORANDUM

To: Honorable Chairman and Trustees

From: Tiatia Cromar, Finance Director

Date: June 11, 2024

Subject: Public hearing with discussion, consideration and possible action on a resolution of the Midwest City Economic Development Authority approving its budget for Fiscal Year 2024-2025 in the amount of \$663,863.

The budget for fiscal year 2024-2025 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 meeting was held on May 2nd 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.

A handwritten signature in black ink that reads "Tiatia Cromar".

Tiatia Cromar
Finance Director

Attachment: Proposed Resolution

RESOLUTION NO. EDA2024-_____

A RESOLUTION OF THE MIDWEST CITY ECONOMIC DEVELOPMENT AUTHORITY ADOPTING ITS BUDGET FOR FISCAL YEAR 2024-2025 IN THE AMOUNT OF \$663,863.

WHEREAS, a public hearing was held on June 11th, 2024 for the purpose of receiving citizens' comments, recommendations or information on any part of the proposed budget;

NOW, THEREFORE, BE IT RESOLVED BY THE CHAIRMAN AND TRUSTEES OF THE MIDWEST CITY ECONOMIC DEVELOPMENT AUTHORITY that the following budget be adopted for Fiscal Year 2024-2025:

Midwest City Economic Development Authority (353-9550) \$663,863

PASSED AND APPROVED by the Chairman and Trustees of the Midwest City Economic Development Authority this 11th day of June, 2024.

MIDWEST CITY ECONOMIC
DEVELOPMENT AUTHORITY

Matthew D. Dukes II, Chairman

ATTEST:

Sara Hancock, Secretary

APPROVED as to form and legality this 11th day of June, 2024.

Donald Maisch, City Attorney



PUBLIC DISCUSSION





MIDWEST CITY SPECIAL UTILITIES AUTHORITY AGENDA

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

June 11, 2024 - 6:04 PM

Presiding members: Mayor Matthew Dukes	City Staff:
Trustee Susan Eads	General Manager Tim Lyon
Trustee Pat Byrne	Secretary Sara Hancock
Trustee Rita Maxwell	Authority Attorney Don Maisch
Trustee Marc Thompson	
Trustee Sara Bana	
Trustee Rick Favors	

A. **CALL TO ORDER.**

B. **DISCUSSION ITEMS.**

- 1.** Discussion, consideration, and possible action to approve the August 22, 2023 meeting minutes. (Secretary - S. Hancock)
- 2.** Public hearing with discussion, consideration and possible action to approve a resolution of the Midwest City Utilities Authority approving its budget for Fiscal Year 2024-2025 in the amount of \$490. (Finance - T. Cromar)

C. **PUBLIC DISCUSSION.** The purpose of the "Public Discussion" section of the agenda is for members of the public to speak to the Authority on any subject not scheduled on the regular agenda. The Authority shall make no decision or take any action, except to direct the City Manager to take action, or to schedule the matter for discussion at a later date. Pursuant to the Oklahoma Open Meeting Act, the Authority will not engage in any discussion on the matter until that matter has been placed on an agenda for discussion. **THOSE ADDRESSING THE AUTHORITY ARE REQUESTED TO STATE THEIR NAME AND ADDRESS PRIOR TO SPEAKING TO THE AUTHORITY.**

D. **ADJOURNMENT.**



DISCUSSION ITEMS



Notice for the Midwest City Utilities Authority special meeting was filed with the City Clerk of Midwest City 48 hours prior to the meeting. Public notice of this agenda was accessible at least 24 hours before this meeting at City Hall and on the Midwest City website (www.midwestcityokorg).

**Midwest City Special Utilities Authority Minutes
Special Meeting**

August 22, 2023

This meeting was held in Midwest City Council Chambers at City Hall, 100 N. Midwest Boulevard, Midwest City, County of Oklahoma, State of Oklahoma.

Chairman Matt Dukes called the meeting to order at 7:08 PM with the following members present:

Trustee Susan Eads	Trustee Sean Reed	General Manager Tim Lyon
Trustee Pat Byrne	Trustee	Secretary Sara Hancock
Trustee Rick Dawkins	Trustee	Authority Attorney Don Maisch

Absent: Trustees Bana and Favors

CONSENT AGENDA. Eads made a motion to approve the consent agenda, seconded by Byrne. Voting Aye: Eads, Byrne, Dawkins, Reed, and Dukes. Nay: none. Absent: Bana and Favors. Motion Carried.

1. Discussion, consideration, and possible action of approving the June 27, 2023 minutes.
2. Discussion, consideration and possible action of approving supplemental budget adjustments to the following funds for FY 2023-2024, increase: Utilities Authority Fund, expenses/Economic (87) \$928,548.
3. Discussion, consideration and possible action to amend and/or approve a resolution of the Midwest City Utilities Authority approving that certain “Restated and Amended Economic Development Assistance Agreement,” by and between the Midwest City Economic Development Authority, the Midwest City Utilities Authority, American Glass, Inc. and AGI Properties, LLC; authorizing and directing the execution and delivery of the Amended and Restated Economic Development Assistance Agreement; and containing other provisions relating thereto.

PUBLIC DISCUSSION. There was no public discussion.

ADJOURNMENT.

There being no further business, Chairman Dukes adjourned the meeting at 7:09 PM.

ATTEST:

MATTHEW D DUKES II, Chairman

SARA HANCOCK, Secretary



Midwest City Utilities Authority
100 North Midwest Boulevard
Midwest City, Oklahoma 73110
Office (405) 739-1207/Fax (405) 739-1208
www.midwestcityok.org

MEMORANDUM

To: Honorable Chairman and Trustees

From: Tiatia Cromar, Finance Director

Date: June 11, 2024

Subject: Public hearing with discussion, consideration and possible action to approve a resolution of the Midwest City Utilities Authority approving its budget for Fiscal Year 2024-2025 in the amount of \$490.

The budget for fiscal year 2024-2025 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 meeting was held on May 2nd 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.

Tiatia Cromar
Finance Director

Attachment: Proposed Resolution

RESOLUTION NO. UA2024-_____

A RESOLUTION OF THE MIDWEST CITY UTILITIES AUTHORITY ADOPTING ITS BUDGET FOR FISCAL YEAR 2024-2025 IN THE AMOUNT OF \$490.

WHEREAS, a public hearing was held on June 11th, 2024 for the purpose of receiving citizens' comments, recommendations or information on any part of the proposed budget;

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 2024-2025:

Midwest City Utilities Authority (193-8710)	\$490
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PASSED AND APPROVED by the Chairman and Trustees of the Midwest City Utilities Authority this 11th day of June, 2024.

MIDWEST CITY UTILITIES AUTHORITY

MATTHEW D. DUKES II, Chairman

ATTEST:

SARA HANCOCK, Secretary

APPROVED as to form and legality this 11th day of June, 2024.

DONALD MAISCH, City Attorney



PUBLIC DISCUSSION

