



# The City of Durant

## Public Works Director

### Memorandum

**Date:** 7/5/2018  
**To:** Mayor and City Council  
**From:** Marty Cook - Public Works Director  
**Re:** Consider Approval of a Request for Authorization to Purchase (RFAP # 2019-025) for the Purchase and Installation of a New 500 HP Variable Frequency Drive (VFD) on the #3 Pump Located at the Headworks Facility and Consider Approval of the Supporting Budget Supplement

We have had a 500 HP Variable Frequency Drive fail after 14 years of service at our wastewater headworks facility that must be replaced at our earliest convenience. This is an integral part of our wastewater system. We have received two estimates/quotes on this project and recommend the Service Electric for this project as they came in with the best estimate at approximately \$46,000.00. Consideration of a Budget Supplement is also included in this item and attached in the documents.

### Council Information / Action Requested

Approve / Deny RFAP # 2019-025

**City Staff Information / Action Follow-up, if Council authorizes this action:**

### ATTACHMENTS:

Description	Type	Upload Date
RFAP #2019-025	Cover Memo	7/5/2018
Budget Supplement	Cover Memo	7/5/2018

PACKET: 00280-#3 VFD HEADWORKS

BUDGET CODE: DR-DEPT. REQUESTED BUDGET

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET
-----						
Budget Adj. # 001705						
015 028-553.61-81	7/05/2018	#3 HEADWORKS	46,000.00	0.00	0.00	46,000.00
#3 VFD HEADWORKS						
DEPT: WASTEWATER TREATMENT PLT.						
PACKET NOTES:						
Funding to come from 6-30-2018 Fund Balance Reserve.						
TOTAL NO. ADJUSTMENTS--EXPENSE:					1	46,000.00
TOTAL IN PACKET--						<u>46,000.00</u>

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*



# The City of Durant

## Office of City Clerk

### Memorandum

**Date:** 9/7/2018  
**To:** Mayor and City Council  
**From:** Greg Buckley, Administrative Services Director and City Treasurer  
**Re:** Consider Approval of Budget Amendments for FY 18-19

Your authorization to approve the following Budget Amendments is requested. All of the adjustments are procedural in nature; necessary to carry out activities of the city. A detailed explanation is on each of the attached requests.

#### **BA-09-11-2018**

- #1706 – Transfer of appropriation to appropriate account classification and designate funding source.
- #1715 – Re-appropriate funds previously approved in FY 17-18 for tanks needed at the SteelFab location.
- #1717 – Re-appropriate funds previously approved in FY 17-18 for additional funds needed for SteelFab construction.
- #1719 – Approve budget of pass thru funds from EDA to ODOT for by-pass on and off ramps at East Main for CMC project.
- #1721 – DCFA Note payment to City for paving cost. Note pays off September 2, 2018.
- #1723 – Balance of grant funds and project cost for Carl Albert park. This is the remainder of the FY 17-18 appropriations not completed by June 30, 2018.
- #1724 – Balance of grant funds and project cost for S. 9<sup>th</sup> Arts District. This is the remainder of the FY 17-18 appropriations not completed by June 30, 2018.
- #1725 – Appropriation decrease due to Trustee being able to deposit the funds on June 29, 2018.

#### **Council Information / Action Requested**

Approval of Budget Amendments for FY 18-19

#### **City Staff Information / Action Follow-up, if Council authorizes this action:**

City Treasurer's office will install the budget amendment in the accounting software and ensure that all funds remain in balance.

City Treasurer's office will file the supplement with the State Auditor's office as required by Oklahoma State Statutes, Title 11-17-216.

#### **ATTACHMENTS:**

**Description**

Preliminary Budget Adjustment Register

**Type**

Exhibit

**Upload Date**

9/7/2018

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET
-----						
Budget Adj. # 001706						
015 021-541.61-84	7/06/2018	SAFETY EQUIPMENT	4,000.00--	100,000.00	0.00	96,000.00
FY17 NEW FLEET MAINT. BUILDING						
DEPT: CITY GARAGE						
015 021-541.61-61	7/06/2018	FREON RECYCLER SAFE	4,000.00	0.00	0.00	4,000.00
MINOR TOOLS AND EQUIPMENT						
DEPT: CITY GARAGE						
PACKET NOTES:						
Marty Pope was in and requested \$4,000 from the FY 17						
auction funds be used to purchase a freon recycler for the						
garage.						
This account was established for the purchase of said						
equipment.						
This will leave a balance of \$2,713 from auction funds. 7-						
6-2018						
TOTAL IN PACKET--						0.00

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*

9-07-2018 11:53 AM  
PACKET: 00287-DIA TANKS FOR STEELFAB  
BUDGET CODE: DR-DEPT. REQUESTED BUDGET

PRELIMINARY BUDGET ADJUSTMENT REGISTER

PAGE: 1

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET
-----						
Budget Adj. # 001715						
015 026-551.61-50	7/01/2018	PR YR PO ROLLED 186	30,000.00	0.00	0.00	30,000.00
PORTABLE SEWER TANKS						
DEPT: WATER/SEWER LINE MAINT.						
PACKET NOTES:						
BUILDING OF THE TANKS TO SUPPORT STEELFAB DID NOT OCCUR						
UNTIL AFTER JUNE 30,2018. CANCELED OLD PO 1862396 AND						
CREATE NEW IN FY 18-19 PO #1962971.						
THIS ACTION IS REQUIRED TO ROLL THE PREVIOUSLY APPROVED						
BUDGET IN FY 17-18 TO FY 18-19.						
TOTAL NO. ADJUSTMENTS--EXPENSE:					1	30,000.00
TOTAL IN PACKET--						<u>30,000.00</u>

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET
-----						
Budget Adj. # 001717						
250 136-596.60-02	8/15/2018	PR YR SUPPLEMENT	180,000.00	0.00	0.00	180,000.00
CDBG STEELFAB CONSTRUCTION						
DEPT: 17CDBG STEELFAB						
PACKET NOTES:						
FY 17-18 SUPPLEMENT DATED 6-21-18. ADDITIONAL FUNDS NEEDED						
FOR CONSTRUCTION BASED UPON THE SUBMITTED BID PROPOSAL(S)						
BEING CONSIDERED FOR AWARD.						
THIS ADJUSTMENT IS NEEDED TO ROLL THE PREVIOUSLY APPROVED						
BUDGET TO THE NEW FISCAL YEAR.						
TOTAL NO. ADJUSTMENTS--EXPENSE:					1	180,000.00
TOTAL IN PACKET--						<u>180,000.00</u>

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET
-----						
Budget Adj. # 001719						
015 000-362.60-02	9/12/2018	CMC ON/OFF RAMPS PR	1,500,000.00	0.00	0.00	1,500,000.00-
EDA GRANT REVENUE						
015 016-541.62-85	9/12/2018	CMC ON/OFF RAMPS PR	1,500,000.00	0.00	0.00	1,500,000.00
INFRASTRUCTURE / RAMP(S)						
DEPT: STREET DEPARTMENT						
PACKET NOTES:						
On November 10, 2015 the Council approved the acceptance of						
EDA Grant Award 08-01-05038 in the amount of \$1.5 million to						
be utilized towards construction of a By-Pass On / Off						
Ramps. EDA partnered with ODT to construct the ramps at Old						
East Main which will benefit CMC.						
The request by ODT to make payment requires the council to						
approve a budget supplement in the amount of \$1.5 million.						
These funds are considered "pass thru" funds and will be						
placed on the schedule of expenditures of federal awards						
(SEFA), with identification that the city is passing this						
grant through to a sub recipient (ODOT).						
Direction concerning this supplement was provided by Frank						
Crawford, CPA consultant and Chelley Himes, CFO of ODOT on						
August 23, 2018.						
TOTAL NO. ADJUSTMENTS--REVENUE:					1	1,500,000.00
TOTAL NO. ADJUSTMENTS--EXPENSE:					1	1,500,000.00
TOTAL IN PACKET--						<u>3,000,000.00</u>

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*



9-07-2018 11:56 AM

PRELIMINARY BUDGET ADJUSTMENT REGISTER

PAGE: 1

PACKET: 00293-DCFA REIMB FOR PAVING NOTE

BUDGET CODE: DR-DEPT. REQUESTED BUDGET

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET
-----						
Budget Adj. # 001721						
015 000-364.21-00	7/31/2018	DCFA PAVING NOTE RE	5,886.00	0.00	0.00	5,886.00-
		REIMB, FROM DCFA (DMSC PROJS.)				
PACKET NOTES:						
BALANCE OF NOTE DUE TO CITY FOR PAVING. NOTE WAS ISSUED						
SEPTEMBER 2, 2008 WITH FINAL MATURITY SEPTEMBER 2, 2018						
OVERSIGHT IN GETTING THIS ISSUED IN THE ORIGINAL BUDGET.						
TOTAL NO. ADJUSTMENTS--REVENUE:					1	5,886.00
TOTAL IN PACKET--						<u>5,886.00</u>

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*

9-07-2018 11:56 AM

## PRELIMINARY BUDGET ADJUSTMENT REGISTER

PAGE: 1

PACKET: 00295-L&amp;W GRANT CARL ALBERT PARK

BUDGET CODE: DR-DEPT. REQUESTED BUDGET

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET
-----						
Budget Adj. # 001723						
015 000-362.40-01	9/11/2018	REMAINING GRANT FUN	121,797.00	0.00	0.00	121,797.00-
FY17 LAND&WATER GRANT CA PARK						
015 009-532.62-16	9/11/2018	COST TO FINAL PROJE	120,084.00	0.00	0.00	120,084.00
FY17 L&W GRANT EXP CA PARK						
DEPT: PARKS & GENERAL SERVICES						
PACKET NOTES:						
THIS PROJECT WAS ON GOING IN JUNE 2018. DUE TO THE						
INABILITY TO DETERMINE THE PROJECT COST AT JUNE 30, 2018,						
THIS PROJECT WAS NOT APPROPRIATED IN THE ORIGINAL FY						
18-19 BUDGET.						
THIS REQUEST IS TO APPROPRIATE THE REMAINING FUNDS RELATED TO						
THE PROJECT IN FY 18-19. THIS INCLUDES THE REMAINING GRANT						
FUNDS AND THE EXPENDITURES RELATED TO THIS PROJECT.						
TOTAL NO. ADJUSTMENTS--REVENUE:					1	121,797.00
TOTAL NO. ADJUSTMENTS--EXPENSE:					1	120,084.00
TOTAL IN PACKET--						<u>241,881.00</u>

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET
-----						
Budget Adj. # 001724						
015 000-362.30-01	9/11/2018	GRANT FUNDS REMAINI NEA GRANT REV S.9TH ARTS DIST.	21,441.00	0.00	0.00	21,441.00-
015 019-569.61-56	9/11/2018	REMAINING EXPENDITU FY17 S.9TH ARTS DIST.NEA GRANT DEPT: GENERAL GOVERNMENT PACKET NOTES: THIS PROJECT WAS ONGOING IN JUNE 2018. DUE TO THE INABILITY TO DETERMINE THE PROJECT COST AT JUNE 30, 2018, THIS PROJECT WAS NOT APPROPRIATED IN THE ORIGINAL FY 18-19 BUDGET. THIS REQUEST IS TO APPROPRIATE THE REMAINING FUNDS RELATED TO THE PROJECT IN FY 18-19. THIS INCLUDES THE REMAINING GRANT FUNDS AND THE EXPENDITURES REQUIRED TO COMPLETE THE PROJECT.	7,382.00	0.00	0.00	7,382.00
TOTAL NO. ADJUSTMENTS--REVENUE:				1		21,441.00
TOTAL NO. ADJUSTMENTS--EXPENSE:				1		7,382.00
TOTAL IN PACKET--						28,823.00

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*

9-07-2018 12:04 PM

PRELIMINARY BUDGET ADJUSTMENT REGISTER

PAGE: 1

PACKET: 00297-DECREASE OF 2009A CONSTRUCTION

BUDGET CODE: DR-DEPT. REQUESTED BUDGET

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET
-----						
Budget Adj. # 001725						
015 000-364.28-01	9/11/2018	TIMING ISSUE BETWEE	47,500.00-	47,500.00-	0.00	0.00
TRSF FROM DCUA 2009A STRN						
PACKET NOTES:						
PROJECT THAT WAS TO BE FUNDED BY THE 2009A BOND CONSTRUCTION						
FUNDS WAS COMPLETED PRIOR TO JUNE 30, 2018. IT WAS THOUGHT						
THE TRUSTEE WOULD NOT HAVE TIME TO PROCESS THE REIMBURSEMENT						
REQUEST THEREFORE APPROPRIATED IN FY 18-19. HOWEVER, THE						
TRUSTEE WAS ABLE TO MAKE THE REIMBURSEMENT ON JUNE 29, 2018,						
REQUEST TO DECREASE FY 18-19 IS REQUIRED.						
TOTAL NO. ADJUSTMENTS--REVENUE:					1	47,500.00-
TOTAL IN PACKET--						<u>47,500.00-</u>

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*



# The City of Durant

## Public Works Director

### Memorandum

**Date:** 7/5/2018  
**To:** Mayor and City Council  
**From:** Marty Cook - Public Works Director  
**Re:** Consider Approval of a Request for Authorization to Purchase (RFAP # 2019-025) for the Purchase and Installation of a New 500 HP Variable Frequency Drive (VFD) on the #3 Pump Located at the Headworks Facility and Consider Approval of the Supporting Budget Supplement

We have had a 500 HP Variable Frequency Drive fail after 14 years of service at our wastewater headworks facility that must be replaced at our earliest convenience. This is an integral part of our wastewater system. We have received two estimates/quotes on this project and recommend the Service Electric for this project as they came in with the best estimate at approximately \$46,000.00. Consideration of a Budget Supplement is also included in this item and attached in the documents.

### Council Information / Action Requested

Approve / Deny RFAP # 2019-025

### City Staff Information / Action Follow-up, if Council authorizes this action:

### ATTACHMENTS:

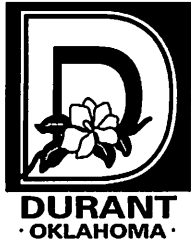
Description	Type	Upload Date
RFAP #2019-025	Cover Memo	7/5/2018
Budget Supplement	Cover Memo	7/5/2018

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET
-----						
Budget Adj. # 001705						
015 028-553.61-81	7/05/2018	#3 HEADWORKS	46,000.00	0.00	0.00	46,000.00
		#3 VFD HEADWORKS				
		DEPT: WASTEWATER TREATMENT PLT.				
		PACKET NOTES:				
		Funding to come from 6-30-2018 Fund Balance Reserve.				
		TOTAL NO. ADJUSTMENTS--EXPENSE:			1	46,000.00
		TOTAL IN PACKET--				<u>46,000.00</u>

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*



# The City of Durant

## Office of City Treasurer

### Memorandum

**Date:** 11/9/2018  
**To:** Mayor and City Council  
**From:** Judy Siemens, Finance Director  
**Re:** Consider Approval of Budget Supplements for FY 18-19

Your authorization to approve the following Budget Amendments is requested. All of the adjustments are procedural in nature; necessary to carry out activities of the city. A detailed explanation is attached for each request.

#### **BA-11-13-2018**

#1731 – Grant of \$2,000 from OMAG; Reserve of \$1,165 for a total of \$3,165. Purchase 4 gas monitors for working in manholes.

#1732 – \$1,409 EMPG-17 Grant for a 14' Utility Trailer to assist in staging supplies during a disaster.

#1733 – \$10,400 EMPG-17 Grant for access to remote areas where full size vehicle access may be limited because of the terrain.

#1740 – Purchase of a riding mower for the sports complex. Funding coming from the sale of 1992 Chevy Dump Truck at \$8,500.

#1741 – Private donation of \$4,500 for the purchase of a 2 bay handicap swing to be located at Durant Dixon Park.

#1742 - Balance of contract for a 24" sewer line relocation at \$289,436. Currently project is on hold by ODOT.

#### **Council Information / Action Requested**

Approve Budget Amendments previously listed with detail attached.

#### **City Staff Information / Action Follow-up, if Council authorizes this action:**

Budget Supplements will be installed in the accounting software upon approval.

Supplements will be filed with the State Auditor's office as required by Oklahoma State Statutes, Title 11-17-216.

#### **ATTACHMENTS:**

Description	Type	Upload Date
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11-08-2018 4:40 PM

## BUDGET ADJUSTMENT REGISTER

PAGE: 1

PACKET: 00303-OK MUNICIPAL ASSURANCE GRANT

BUDGET CODE: CB-Current Budget

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
-----							
405 000-362.25-02	10/08/2018	OMAG SAFETY GRANT	2,000.00	0.00	0.00	2,000.00-	0.00
OMAG SAFETY GRANT							
405 030-555.50-61	10/08/2018	OMAG SAFETY GRANT	3,165.00	0.00	0.00	3,165.00	3,165.00
MINOR TOOLS AND EQUIPMENT							
DEPT: UTILITY GENERAL ADMIN.							
405 030-555.70-17	11/13/2018	NEEDED FOR GAS MONI	1,165.00-	3,450,000.00	0.00	3,448,835.00	3,448,835.00
CONTINGENCY RESERVE							
DEPT: UTILITY GENERAL ADMIN.							
PACKET NOTES:							
CITY RECEIVED A \$2,000 SAFETY GRANT FROM OKLAHOMA MUNICIPAL							
ASSURANCE GROUP. THE GRANT IS TO PURCHASE 4 GAS MONITORS							
WHICH WILL DETECT 4 DIFFERENT TYPES OF GAS WHEN WORKING							
WITHIN A MANHOLE. THE AUTHORITY WILL NEED TO CONTRIBUTE AN							
ADDITIONAL \$1,165 TO PURCHASE THE EQUIPMENT. FUNDING TO COME							
FROM 405-030-555-70-17, CONTINGENCY RESERVE.							
TOTAL NO. ADJUSTMENTS--REVENUE:					1	2,000.00	
TOTAL NO. ADJUSTMENTS--EXPENSE:					2	2,000.00	
TOTAL IN PACKET--						4,000.00	

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*

11-09-2018 11:21 AM  
 PACKET: 00304-EMPG17 14' UTILITY TRAILER  
 BUDGET CODE: CB-Current Budget

BUDGET ADJUSTMENT REGISTER

PAGE: 1

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
-----							
001 000-362.10-11	10/08/2018	EMPG17 GRANT FOR TR	1,409.00	0.00	0.00	1,409.00-	0.00
EMPG17 AEL# 12TR-00-TEQP							
001 018-519.50-61	10/08/2018	EMPG17 GRANT FOR TR	1,409.00	9,896.00	0.00	11,305.00	6,416.18
MINOR TOOLS & EQUIP							
DEPT: CIVIL EMERGENCY MGMT.							
PACKET NOTES:							
RECEIVING AN EMERGENCY MANAGEMENT PERFORMANCE GRANT-17							
SPECIAL PROJECT AEL# 12TR-00-TEQP TO PURCHASE A 14' UTILITY							
TRAILER.							
TRAILER TO BE USED TO MOVE EQUIPMENT TO AND FROM INCIDENTS,							
DELIVER SUPPLIES TO THE FIELD, PICK UP DISASTER SUPPLIES							
FROM VENDORS AND SERVE THE GENERAL PURPOSE OF EMERGENCY							
MANAGEMENT DEPLOYMENTS AND STAGING.							
TOTAL NO. ADJUSTMENTS--REVENUE:					1	1,409.00	
TOTAL NO. ADJUSTMENTS--EXPENSE:					1	1,409.00	
TOTAL IN PACKET--						<u>2,818.00</u>	

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
-----							
015 000-362.10-11	10/08/2018	EMPG GRANT-KAWASKI	10,400.00	0.00	0.00	10,400.00-	0.00
EMPG17 AEL#12VE-00-SPEC							
015 018-519.61-04	10/08/2018	EMPG GRANT-KAWASKI	10,400.00	0.00	0.00	10,400.00	0.00
VEHICLES & EQUIPMENT							
DEPT: CIVIL EMERGENCY MGMT.							
PACKET NOTES:							
CITY RECEIVED GRANT NOTIFICATION FOR SUPPLEMENTAL EMPG							
FUNDING REQUESTED FOR KAWASKI MULE UTV, MODEL SE 4010 FROM							
JONES POWER SPORTS.							
CFDA 397.042							
TO PROVIDE ACCESS TO REMOTE AREAS IN WHICH A FULL SIZE							
VEHICLE ACCESS MAY BE LIMITEE DUE TO TERRAIN.							
TOTAL NO. ADJUSTMENTS--REVENUE:					1	10,400.00	
TOTAL NO. ADJUSTMENTS--EXPENSE:					1	10,400.00	
TOTAL IN PACKET--						<u>20,800.00</u>	

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*

11-09-2018 11:58 AM  
PACKET: 00312-PURCHASE OF NEW MOWER  
BUDGET CODE: CB-Current Budget

BUDGET ADJUSTMENT REGISTER

PAGE: 1

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
-----							
500 011-535.61-04	11/13/2018	MOWER MACHINERY, VEHICLES & EQUIP DEPT: DURANT MULTI-SPORTS CMLX	8,500.00	0.00	0.00	8,500.00	8,500.00
500 000-361.40-03	11/13/2018	SALES OF PROCEEDS PROCEEDS FROM SALE OF ASSET PACKET NOTES: PURCHASE OF RIDING MOWER FOR SPORTS COMPLEX. FUNDING IS COMING FROM THE SALE OF A 1992 CHEV DUMP TRUCK. SOLD ON 11 -5-2018.	8,500.00	0.00	0.00	8,500.00-	0.00
TOTAL NO. ADJUSTMENTS--REVENUE:						1	8,500.00
TOTAL NO. ADJUSTMENTS--EXPENSE:						1	8,500.00
TOTAL IN PACKET--							<u>17,000.00</u>

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*

11-08-2018 4:39 PM

## BUDGET ADJUSTMENT REGISTER

PAGE: 1

PACKET: 00302-PRIVATE DONATION-SWING HANDICA

BUDGET CODE: CB-Current Budget

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
-----							
015 009-532.62-17	11/13/2018	SHERRILL FAMILY DON PARK PLAYGROUND EQUIPMENT DEPT: PARKS & GENERAL SERVICES	4,500.00	0.00	0.00	4,500.00	1,688.00
015 000-361.99-00	11/13/2018	SHERRILL FAMILY DON PRIVATE DONATION PACKET NOTES: \$4,500 PRIVATE DONATION RECEIVED FROM TRACE AND DENA SHERRILL FOR THE PURCHASE OF A TWO BAY HANDICAP SWING TO BE LOACTED AT DURANT DIXON PARK. ACCEPTED BY COUNCIL SEPT 9, 2018 COUNCIL AGENDA. UNDER 4. ADMINISTRATION, ITEM A.	4,500.00	0.00	0.00	4,500.00-	0.00
TOTAL NO. ADJUSTMENTS--REVENUE:						1	4,500.00
TOTAL NO. ADJUSTMENTS--EXPENSE:						1	4,500.00
TOTAL IN PACKET--							9,000.00

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*

11-09-2018 12:24 PM  
PACKET: 00313-24" FORCED MAIN  
BUDGET CODE: CB-Current Budget

BUDGET ADJUSTMENT REGISTER

PAGE: 1

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
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015 028-553.61-48	11/13/2018		289,436.00	0.00	0.00	289,436.00	0.69
FY17 RELOCATE 24" FORCE MAIN							
DEPT: WASTEWATER TREATMENT PLT.							

Budget Adj. # 001743

PACKET NOTES:

ON GOING PROJECT OF 24" SEWER LINE RELOCATION. BALANCE  
REMAINING ON CONTRACT. ANY ADDITIONAL COST WILL BE PICKED  
UP BY OKLAHOMA DEPARTMENT OF TRANSPORTATION AS THEY  
CURRENTLY HAVE THE PROJECT ON HOLD.

TOTAL NO. ADJUSTMENTS--EXPENSE:	1	289,436.00
TOTAL IN PACKET--		<u>289,436.00</u>

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*



# The City of Durant

## Public Works Director

### Memorandum

**Date:** 11/15/2018  
**To:** Mayor and City Council  
**From:** Marty Cook - Public Works Director  
**Re:** Consider Approval to Proceed with the Mooney Lift Station Upgrade Project for the Amount of \$277,150.00.

1. Consider Approval of a Supplemental Budget Adjustment # 1745 for \$102,150.00 to Fund the Mooney Lift Station Upgrade Project.
2. Consider Approval of the Professional Services Agreement (C-2018-77) with Wall Engineering for the Engineering, Design, Bidding, Procurement, Construction Oversight, and Project Administration for the Upgrade of the Mooney Lift Station in the Amount of \$36,260.00.
3. Consider Approval to Proceed with the Bidding Process for the Mooney Lift Station Upgrade in the Amount of \$240,890.00.

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The Mooney Lift Station, located on Mooney Rd. off of University services an ever expanding community on the west side of town. This lift station is currently over capacity and needs to be upgraded to secure the sewer service for the development in its area. We did budget for this lift station to be upgraded this year and are ready to proceed with design and installation. The importance of upgrading this comes from the revenue that it will generate with future sewer services in the area. If developers end up using an aerobic or lateral line system due to our lack of capacity, we will loose the revenue for future generations. It is our recommendation that we follow our budgeted plan and upgrade this lift station to help sustain our growth within our system.

### Council Information / Action Requested

Approve / Deny Supplemental Budget Adjustment # 1745

Approve / Deny Professional Services Agreement

Approve / Deny to Proceed with the Bidding Process

**City Staff Information / Action Follow-up, if Council authorizes this action:**

12-06-2018 5:11 PM

BUDGET ADJUSTMENT REGISTER

PAGE: 1

PACKET: 00315-MOONEY LIFT STATION UPGRADE

BUDGET CODE: CB-Current Budget

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
-----							
Budget Adj. # 001745							
015 026-551.61-42	12/11/2018		102,150.00	175,000.00	0.00	277,150.00	277,150.00
MOONEY LIFT STATION UPGRADE							
DEPT: WATER/SEWER LINE MAINT.							
PACKET NOTES:							
UPGRADE NEEDED FOR GROWTH IN THE AREA IN WHICH THIS LIFT							
STATION SERVES.							
INCREASE OF \$102,150 IS BASED ON RECENT BIDS FOR THE SAME							
PROJECT TYPE BY BRANDON WALL.							
FUNDS TO COME FROM FUND BALANCE.							
TOTAL NO. ADJUSTMENTS--EXPENSE:					1	102,150.00	
TOTAL IN PACKET--						<u>102,150.00</u>	

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*





# The City of Durant

## Office of City Treasurer

### Memorandum

**Date:** 1/4/2019  
**To:** Mayor and City Council  
**From:**  
**Re:** Consider Approval of Budget Supplements for FY 18-19

Your authorization to approve the following Budget Amendments is requested. All of the adjustments are procedural in nature; necessary to carry out activities of the city. The Budget Adjustment Register with Packet Notes is attached.

BA-01-08-2019

# 001742 - Contract balance of project rolled from FY 17-18 for 24" Sewer Line Relocation located on Hwy 78S. The relocation is due to ODOT widening the roadway. Although the project is on hold, this approval will reserve the \$289,436 fund balance necessary to complete the contract.

#001744 - Correct overstatement of fund balance in the amount of \$27,266 for FY 18-19 budget. This amendment was presented to the Tourism Board in their last meeting.

#001746 - Amendment required due to grant of \$5,000 received from Domino's Pizza for road repair.

### Council Information / Action Requested

Approve Budget Amendments previously listed with detail attached.

### City Staff Information / Action Follow-up, if Council authorizes this action:

Budget Supplements will be installed in the accounting software upon approval.

Supplements will be filed with the State Auditor's office as required by Oklahoma State Statutes, Title 11-17-216

### ATTACHMENTS:

Description	Type	Upload Date
BA - 001742	Cover Memo	1/4/2019
BA - 001744	Cover Memo	1/4/2019
BA - 001746	Cover Memo	1/4/2019

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
-----							
Budget Adj. # 001742							
015 028-553.61-48	11/13/2018		289,436.00	0.00	0.00	289,436.00	0.69
FY17 RELOCATE 24" FORCE MAIN							
DEPT: WASTEWATER TREATMENT PLT.							
PACKET NOTES:							
ON GOING PROJECT OF 24" SEWER LINE RELOCATION. BALANCE							
REMAINING ON CONTRACT. ANY ADDITIONAL COST WILL BE PICKED							
UP BY OKLAHOMA DEPARTMENT OF TRANSPORTATION AS THEY							
CURRENTLY HAVE THE PROJECT ON HOLD.							
TOTAL NO. ADJUSTMENTS--EXPENSE:					1	289,436.00	
TOTAL IN PACKET--						<u>289,436.00</u>	

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*



PACKET: 00316-DOMINO'S PIZZA GRANT OF \$5,000

BUDGET CODE: CB-Current Budget

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
-----							
Budget Adj. # 001746							
001 000-362.31-05	1/08/2019	POTHOLE REPAIR	5,000.00	0.00	0.00	5,000.00-	0.00
MISC GRANTS-NON GOVERNMENT							
001 016-541.50-95	1/08/2019	POTHOLE REPAIR	5,000.00	60,000.00	0.00	65,000.00	23,435.28
PAVING MAINTENANCE							
DEPT: STREET DEPARTMENT							
PACKET NOTES:							
GRANT AWARDED TO THE CITY FROM DOMINO'S PIZZA FOR POTHOLE							
REPAIR. ACCEPTED 12-11-2018 AGENDA ITEM 2.F - AGREEMENT #							
C-2018-76							
TOTAL NO. ADJUSTMENTS--REVENUE:					1	5,000.00	
TOTAL NO. ADJUSTMENTS--EXPENSE:					1	5,000.00	
TOTAL IN PACKET--						<u>10,000.00</u>	

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*



# The City of Durant

## Office of City Treasurer

### Memorandum

**Date:** 4/5/2019  
**To:** Mayor and City Council  
**From:** Judy Siemens, Finance Director  
**Re:** Consider Approval of Budget Supplements for FY 18-19

Your authorization to approve the following Budget Supplements is requested. All of the adjustments are procedural in nature; necessary to carry out activities of the City. A detailed explanation is on each of the attached requests.

BA# 1749 Increase in Cemetery Care Fund (615) for interest earnings and transfer to Cemetery Operations Fund (610). Increase transfers in from Cemetery Care Fund (615) for increased interest earnings as allowed by Title 11-26-109.

BA # 1759 Private donation from the Sherrill Family and the Durant Hight School Senior Class of 2019 for two (2) ADA swings. See item on the agenda for more details.

### Council Information / Action Requested

Approval of Budget Supplements for FY 18-19

### City Staff Information / Action Follow-up, if Council authorizes this action:

City Treasurer's office will install the budget supplements in the accounting software.

City Treasurer's office will file the supplements with the State Auditor's office as required by Oklahoma State Statutes, Title 11-17-216.

### ATTACHMENTS:

Description	Type	Upload Date
Budget Supplements for 4-9-2019	Exhibit	4/5/2019

4-05-2019 12:56 PM

## BUDGET ADJUSTMENT REGISTER

PAGE: 1

PACKET: 00319-INTEREST TRANSFER CEMETERY

BUDGET CODE: CB-Current Budget

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
-----							
Budget Adj. # 001749							
615 000-361.10-00	4/09/2019		1,000.00	1,000.00-	0.00	2,000.00-	832.44-
INTEREST EARNED							
615 050-572.99-29	4/09/2019		1,800.00	200.00	0.00	2,000.00	1,849.97
TRSF. INTEREST TO CEM. OPER. F							
DEPT: HIGHLAND CEMETERY							
610 000-364.31-00	4/09/2019		1,800.00	200.00-	0.00	2,000.00-	1,849.97-
TRSF FROM 615 INTEREST.							
PACKET NOTES:							
TITLE 11-26-109 ALLOWS FOR THE TRANSFER OF INTEREST EARNED							
IN THE LEGALLY REQUIRED PERMANENT CARE FUND (615). THIS							
AMENDMENT IS NEEDED TO INCREASE APPROPRIATIONS RELATED TO							
THE INCREASE IN INTEREST EARNINGS AND TRANSFER ALLOWED BY							
LAW.							
TOTAL NO. ADJUSTMENTS--REVENUE:					2	2,800.00	
TOTAL NO. ADJUSTMENTS--EXPENSE:					1	1,800.00	
TOTAL IN PACKET--						<u>4,600.00</u>	

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*

4-05-2019 1:33 PM

## BUDGET ADJUSTMENT REGISTER

PAGE: 1

PACKET: 00329-SWINGS FROM PRIVATE DONATIONS

BUDGET CODE: CB-Current Budget

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
-----							
Budget Adj. # 001759							
015 000-361.99-00	4/09/2019		10,000.00	0.00	4,500.00	14,500.00-	10,000.00-
PRIVATE DONATION							
015 009-532.62-17	4/09/2019		10,000.00	0.00	4,500.00	14,500.00	1,100.69
PARK PLAYGROUND EQUIPMENT							
DEPT: PARKS & GENERAL SERVICES							
PACKET NOTES:							
TOTAL NO. ADJUSTMENTS--REVENUE:					1	10,000.00	
TOTAL NO. ADJUSTMENTS--EXPENSE:					1	10,000.00	
TOTAL IN PACKET--						<u>20,000.00</u>	

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*



# The City of Durant

## Office of City Treasurer

### Memorandum

**Date:** 5/9/2019  
**To:** Mayor and City Council  
**From:** Judy Siemens, Finance Director  
**Re:** Consider Approval of Budget Amendments for FY 18-19

Your authorization to approve the following Budget Amendments is requested. All of the adjustments are procedural in nature; necessary to carry out activities of the city. A detailed explanation is on each of the attached request.

#### **BA-05-14-2019**

#1763 – AMR / AMI meter replacement engineering contract approved by Council 04-09-2019, Item 4B.

#1764 – Receipt of 1<sup>st</sup> monetary assistance from Choctaw Nation. Accepted February 8<sup>th</sup> Council meeting

#1765 – Road improvements for University and Radio Road. Approved by Council March 12, 2019.

#1770 – To appropriate funds award by EDA for \$1,500,000 for improvements at the WWTP. To appropriate funds committed by the Choctaw Nation, in the amount of \$700,000 to be used as the city matching funds for said grant.

#1771 – Appropriate funds pledged for the purchase of a building in the amount of \$100,000. Approved by council April 9<sup>th</sup>.

#1772 – Appropriate funds for the lawsuit, CIV-18-144-KEW, brought by individuals concerning the FLSA violation for police overtime pay.

#### **Council Information / Action Requested**

Approve Budget Amendments previously listed and detail attached.

#### **City Staff Information / Action Follow-up, if Council authorizes this action:**

City Treasurer's office will install the budget amendment in the accounting software and ensure that all funds remain in balance.

Treasurer's office will file the supplement with the State Auditor's office as required by Oklahoma State Statutes, Title 11-17-216.

#### **ATTACHMENTS:**

Description	Type	Upload Date
Budget Amendments	Cover Memo	5/10/2019



FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
-----							
Budget Adj. # 001763							
015 026-551.61-44	5/14/2019	ENGINEERING REQ BY AMR / AMI METER REPLACEMENT DEPT: WATER/SEWER LINE MAINT. PACKET NOTES: ON APRIL 9, 2019 THE DCUA APPROVED AN ENGINEERING CONTRACT WITH WALL ENGINEERING FOR \$3,960. ITEM 4.b THIS IS NEEDED DUE TO THE REQUIRMENTS FROM OWRB CLEAN WATER STATE REVOLVING FUND APPLICATION.	3,960.00	0.00	0.00	3,960.00	0.00
TOTAL NO. ADJUSTMENTS--EXPENSE:						1	3,960.00
TOTAL IN PACKET--							3,960.00

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
-----							
Budget Adj. # 001764							
015 000-361.40-01	5/14/2019	STREET REHAB FUNDIN	55,100.00	0.00	0.00	55,100.00-	0.00
CCPF DONATION							
015 016-541.61-00	5/14/2019	TAX FR CHOCTAW	55,100.00	88,650.00	0.00	143,750.00	79,350.00-
STREET PROJECTS							
DEPT: STREET DEPARTMENT							
PACKET NOTES:							
CHOCTAW'S ARE COLLECTING A TAX AT THE CASINO FOR ASSISTANCE							
TO THE CITY FUNCTIONS. THE FIRST RECEIPT OF THE TAX WAS ON							
FEB 8. 2019 IN THE AMOUNT OF \$55,100, RECEIPT #01643282.							
WHEN INITIALLY RECEIVED, THE EXACT PROJECT WAS NOT KNOWN SO							
THE REVENUE WAS DEPOSITED IN THE GENERAL FUND. IT WAS LATER							
DETERMINED THAT IT WOULD BE USED FOR ROAD REHAB. A							
CORRECTING JOURNAL ENTRY WAS MADE FROM GENERAL (010) to							
CAPITAL IMPROVIEMENT (015). THIS BUDGET SUPPLEMENT IS							
NEEDED TO RECORD THE REVENUE RECEIVED AND APPROPRIATE FOR							
THE STREET REHAB EXPENSE.							
TOTAL NO. ADJUSTMENTS--REVENUE:					1	55,100.00	
TOTAL NO. ADJUSTMENTS--EXPENSE:					1	55,100.00	
TOTAL IN PACKET--						110,200.00	

\*\*\* BUDGET DEFICIT WARNINGS \*\*\*

FUND ACCOUNT	NAME	BALANCE
015 016-541.61-00	STREET PROJECTS	79,350.00-
TOTAL WARNINGS: 1		

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
-----							
015 016-541.61-00	5/14/2019	MILL AND OVERLAY	223,100.00	88,650.00	0.00	311,750.00	88,650.00
STREET PROJECTS							
DEPT: STREET DEPARTMENT							
PACKET NOTES:							
ON MARCH 12, 2019 COUNCIL MEETING, APPROVAL WAS GIVE TO							
AWARD A CONTRACT WITH OVERLAND CORPORATION FOR MILL AND							
OVERLAY OF WASHINGTON BETWEEN ELM AND UNIVERSITY AND RADIO							
ROAD BETWEEN W. MAIN AND UNIVERSITY IN THE AMOUNT OF							
\$223,100. THIS IS THE BUDGET SUPPLEMENT NEEDED FOR THIS							
PROJECT.							
TOTAL NO. ADJUSTMENTS--EXPENSE:						1	223,100.00
TOTAL IN PACKET--							<u>223,100.00</u>

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
-----							
Budget Adj. # 001770							
015 028-553.61-87	5/14/2019	SLUDGE PRESS	2,200,000.00	0.00	0.00	2,200,000.00	2,200,000.00
WWTP IMPROVEMENTS							
DEPT: WASTEWATER TREATMENT FLT.							
015 000-362.64-01	5/14/2019	SLUDGE PRESS	1,500,000.00	0.00	0.00	1,500,000.00-	1,500,000.00-
EDA 08-01-05284 WWTP IMP 69%							
015 000-362.64-02	5/14/2019	MATCH FOR EDA 08-01	673,913.00	0.00	0.00	700,000.00-	700,000.00-
CHOCTAW WWTP IMP CONTRIBUTION							
015 000-362.64-02	5/14/2019	CONTINGENCY PROJ ED	26,087.00	0.00	0.00	700,000.00-	700,000.00-
CHOCTAW WWTP IMP CONTRIBUTION							
PACKET NOTES:							
CITY COUNCIL IS TO APPROVE THE ACCEPTANCE OF AN EDA PUBLIC							
WORKS GRANT. THE GRANT AWARD IS TO BE \$1,500,000 WITH							
CHOCTAW NATION CONTRIBUTING \$700,000 TOWARD THE CITY							
MATCHING REQUIREMENTS.							
PROJECT IS TO BE COMPLETED WITHIN 60 MONTHS FROM DATE OF							
APPROVAL.							
TOTAL NO. ADJUSTMENTS--REVENUE:						3	2,200,000.00
TOTAL NO. ADJUSTMENTS--EXPENSE:						1	2,200,000.00
TOTAL IN PACKET--							4,400,000.00

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*

5-10-2019 10:22 AM  
PACKET: 00341-SR CENTER PLEDGE \$100,000  
BUDGET CODE: CB-Current Budget

BUDGET ADJUSTMENT REGISTER

PAGE: 1

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
-----							
Budget Adj. # 001771							
015 023-592.61-85	5/14/2019	PLEDGE TOWARD SR CI	100,000.00	0.00	0.00	100,000.00	100,000.00
SR CENTER PLEDGE BY CITY							
DEPT: SENIOR CITIZENS CENTER							
PACKET NOTES:							
RESOLUTION 2019-12 WAS ADOPTED APRIL 9, 2019 PLEDGING							
\$100,000 TOWARD THE PURCHASE OF A BUILDING AT 1421 CHUCKWA							
DR.							
TOTAL NO. ADJUSTMENTS--EXPENSE:					1	100,000.00	
TOTAL IN PACKET--						<u>100,000.00</u>	

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
-----							
Budget Adj. # 001772							
001 005-521.70-95	5/14/2019	POLICE FLSA OVERTIM	170,401.00	0.00	0.00	170,401.00	0.46
COURT SETTLEMENTS							
DEPT: POLICE - LAW ENFORCEMENT							
PACKET NOTES:							
POLICE FILES ACTION AGAINST THE CITY FOR THE 15 MINUTES THEY							
WERE REQUIRED TO SHOW UP PRIOR TO THEIR START TIME FOR							
BRIEFING FROM OUT GOING SHIFT. THE CASE # CIV 18-144-KEN							
WAS SETTELED AND RELEASED BY ACTIONS OF THE COURT. THE							
AWARD WAS PAID BY THE CITY ON MARCH 6, 2019 TO JAMES R.							
MOORE, REPRESENTING ATTORNEY. CHECK # 175189							
TOTAL NO. ADJUSTMENTS--EXPENSE:					1	170,401.00	
TOTAL IN PACKET--						<u>170,401.00</u>	

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*



# The City of Durant

## Office of City Treasurer

### Memorandum

**Date:** 6/6/2019  
**To:** Mayor and City Council  
**From:** Judy Siemens, Finance Director  
**Re:** Consider Approval of Year End Budget Supplements for FY 18-19

---

Your authorization to approve the following Budget Amendments is requested. All of the adjustments are procedural in nature; necessary to carry out activities of the city. A detailed explanation is on each of the attached request.

BA-06-11-2019

#1774 - 2nd quarter receipt of the Choctaw Community Partner Funds, Received May 20, 2019, receipt #01663707.

#1777 - Recognize federal drug seizure money from USPS Inspection Service and expense.

#1779 - Funding of IAFF Union Contract approved by Council 7-10-2018.

### Council Information / Action Requested

Approve Budget Amendments previously listed and detail attached.

### City Staff Information / Action Follow-up, if Council authorizes this action:

City Treasurer's office will install the budget amendments in the accounting software and ensure that all funds remain in balance.

The Treasurer's office will file the supplements with the State Auditor's office as required by Oklahoma State Statutes, Title 11-17-216.

### ATTACHMENTS:

Description

SUPPLEMENTS

Type

Cover Memo

Upload Date

6/7/2019

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
-----							
Budget Adj. # 001774							
015 000-361.40-01	6/11/2019		54,700.00	0.00	55,100.00	109,800.00-	0.00
CCPF DONATION							
PACKET NOTES:							
2nd Qt payment of Choctaw Community Partner Found. This is							
a voluntary contribution to the city's and counties in the							
10.5 Choctaw territory.							
TOTAL NO. ADJUSTMENTS--REVENUE:					1	54,700.00	
TOTAL IN PACKET--						<u>54,700.00</u>	

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*



FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
-----							
Budget Adj. # 001777							
305 000-361.19-00	6/11/2019	FORFEITURES RECEIVE	14,892.00	0.00	0.00	14,892.00-	0.01-
REVENUE FROM FORFEITURES							
305 005-521.50-69	6/11/2019	M & S FROM DRUG SEI	500.00	0.00	0.00	500.00	177.00
DRUG ENFORCEMENT EXPENSES							
DEPT: PD DRUG ENFORCEMENT							
PACKET NOTES:							
THE POLICE DEPARTMENT PARTICIPATES IN A FEDERAL PROGRAM							
WHERE DRUG SEIZURE ASSETS ARE DISTRIBUTED TO THE VARIOUS LAW							
ENFORCEMENT AGENCIES. THERE IS NO GUARANTEE THAT FUNDS WILL							
BE RECEIVED OR WHEN THEY WILL BE RECEIVED. THEREFORE, THIS							
FUND IS BUDGETED ON THE ACTUAL AVAILABLE FUNDS, NOT THE							
ANTICIPATED REVENUES.							
RECEIPTS THIS FISCAL YEAR ARE TALLING \$14,892.THE MAJORITY							
OF THESE FUNDS WAS FORFEITURE FUNDS IN MARCH FOR							
\$14,040 FROM USPS INSPECTION SERVICE. THIS IS RECOGNIZING							
THE REVENUE AND ENABLING PURCHASES UP TO \$500. UNUSED FUNDS							
ROLL TO THE NEXT FISCAL YEAR.							
TOTAL NO. ADJUSTMENTS--REVENUE:					1	14,892.00	
TOTAL NO. ADJUSTMENTS--EXPENSE:					1	500.00	
TOTAL IN PACKET--						15,392.00	

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*

FUND ACCOUNT	DATE	DESCRIPTION	ADJUSTMENT	ORIGINAL BUDGET	PREVIOUS ADJUSTMENTS	NEW BUDGET	BUDGET BALANCE
-----							
Budget Adj. # 001779							
001 008-522.10-11	6/11/2019	FY 18-19 UNION CONT	96,808.00	2,010,040.26	0.00	2,106,848.26	165,000.39
SALARIES AND WAGES							
DEPT: FIRE DEPARTMENT							
001 008-522.10-14	6/11/2019	FY 18-19 UNION CONT	1,071.00	30,835.52	0.00	31,906.52	2,499.92
FICA TAXES							
DEPT: FIRE DEPARTMENT							
001 008-522.10-18	6/11/2019	FY 18-19 UNION CONT	32,773.00	260,497.73	0.00	293,270.73	22,499.56
FIREFIGHTERS RETIREMENT SYS.							
DEPT: FIRE DEPARTMENT							
001 019-569.70-17	6/11/2019	FY 18-19 UNION CONT	130,652.00-	1,794,864.00	0.00	1,664,212.00	1,664,212.00
FUND RESERVE							
DEPT: GENERAL GOVERNMENT							
PACKET NOTES:							
TO FUND FY 18-19 IAFF UNION CONTRACT APPROVED BY COUNCIL							
7-10-2018. FUNDING TO COME FROM THE APPROPRIATED FUND							
BALANCE RESERVE.							
TOTAL IN PACKET--						0.00	

\*\*\* NO WARNINGS \*\*\*

\*\*\* NO ERRORS \*\*\*

\*\*\* END OF REPORT \*\*\*