

Yukon's
BEST
OKLAHOMA

FY 18-19
Budget

Approved June 5, 2018

RECEIVED

JUL 31 2018

State Auditor
and Inspector

Condon



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DATE: July 2, 2018

TO: Mayor Michael McEachern
Vice Mayor Earline Smaistrla
Council Member Donna Yanda
Council Member Rick Cacini
Council Member Shelli Selby

FROM: Jim Crosby, City Manager

RE: Budget FY 2018 - 2019

MEMORANDUM

The budget this year has improved greatly from last year due in large part to our increased sales tax collections and as a result allowed us more freedom in its preparation. Additionally, our account balances have grown, most notably our reserve account, which is now approximately \$6 million. This has been our plan to increase our financial position over a five year period and still continue to provide quality service to our citizens.

During this fiscal year, the City should see the completion of the major road projects on Frisco Road and Vandament. Work will continue on the Frisco Road and I-40 Interchange and we should be able to purchase the right of way and relocation of utilities so that construction can commence in the fall of 2019. The utilities on the Highway 4 project should be relocated during this year and construction between Wagner and Wilshire should begin by the end of 2019. A number of small projects will begin in the fall of 2018 including: Community Center kitchen remodel, Veteran's Museum restroom remodel and construction of a restroom at Taylor Park.

Once again, the budget is balanced, but remains tight to allow us to continue to improve our financial position. Please contact me if you have questions that need to be addressed in the future.



BUDGET SUMMARY
FY 2018-2019

	100 Personal Services	200 Materials and Supplies	300 Services and Charges	400 Capital Outlay	500 Debt Service	600 Contingency/ Transfers	Total
01 - GENERAL FUND							
Legislative	257,763	21,200	713,445	0	57,000	0	1,049,408
Administration	516,285	2,000	18,500	0	0	0	536,785
Insurance	717,587	0	414,712	0	0	0	1,132,299
Finance	498,946	1,000	3,845	0	0	0	503,791
Fire Dept.	4,473,730	105,600	61,900	0	0	0	4,641,230
Police Dept.	6,789,986	99,500	79,800	0	0	0	6,969,286
Street Department	984,913	24,750	217,863	0	0	0	1,227,526
Municipal Court	368,043	940	38,985	0	0	0	407,968
Emergency Mngmt	75,735	2,050	11,000	0	0	0	88,785
Technology	389,117	27,700	752,845	14,730	0	0	1,184,392
Development Svcs	1,025,654	7,200	54,500	0	0	0	1,087,354
Library	507,879	8,000	11,850	0	0	0	527,729
Property Maint.	531,645	27,350	590,975	0	0	0	1,149,970
Human Resources	280,493	9,400	21,125	0	0	0	311,018
Park Administration	236,359	5,200	209,990	0	0	0	451,549
Park Maintenance	710,477	41,375	66,413	0	0	0	818,265
Recreation Facilities	1,452,058	55,140	75,100	0	0	0	1,582,298
Fleet Maintenance	518,272	241,400	142,650	0	0	0	902,322
Animal Control	167,799	4,950	13,500	0	0	0	186,249
TOTAL	20,502,741	684,755	3,498,998	14,730	57,000	0	24,758,224
						Total Projected Revenue	24,758,224
03 - SINKING FUND							
Sinking Fund	0	0	2,500	0	0	877,300	879,800
TOTAL	0	0	2,500	0	0	877,300	879,800
						Total Projected Revenue	879,800
36 - SALES TAX CIP							
Sales Tax CIP/Debt Svc	0	0	0	1,212,210	0	5,366,816	6,579,026
TOTAL	0	0	0	1,212,210	0	5,366,816	6,579,026
						Total Projected Revenue	6,579,026
38 - HOTEL/MOTEL TAX FUND							
Tourism & Events	0	15,250	209,000	0	0	137,904	362,154
Economic Develop.	0	1,000	48,750	0	0	0	49,750
TOTAL	0	16,250	257,750	0	0	137,904	411,904
						Total Projected Revenue	411,904
62 - OIL & GAS; HWY & STREETS							
Oil & Gas; Hwy & Streets	0	0	0	0	0	5,060	5,060
TOTAL	0	0	0	0	0	5,060	5,060
						Total Projected Revenue	5,060
64 - SPECIAL REVENUE FUND							
Retiree Insurance	0	0	4,000	0	0	0	4,000
Special Events	4,500	0	151,485	0	0	0	155,985
Main Street	0	0	0	0	0	0	0
Recreation Special Rev	0	0	6,250	0	0	0	6,250
Parks & Events Special Rev	0	0	44,140	0	0	5,200	49,340
Insurance & Misc Reimb	0	0	25,000	0	0	0	25,000
Library State Aid	7,700	8,750	1,200	2,000	0	0	19,650
Library Special Revenue	0	0	8,200	19,800	0	14,200	42,200



BUDGET SUMMARY
FY 2018-2019

	100 Personal Services	200 Materials and Supplies	300 Services and Charges	400 Capital Outlay	500 Debt Service	600 Contingency/ Transfers	Total
Fire Dept Special Revenue	0	0	6,000	0	0	0	6,000
Police Dept Special Rev	0	0	41,405	0	0	21,614	63,022
TOTAL	12,200	8,750	287,680	21,800	0	41,014	371,447
						Total Projected Revenue	371,447
70 - WATER/SEWER ENTERPRISE							
W/S Distribution	711,637	34,500	392,675	0	0	1,574,705	2,713,517
Utility Billing	638,215	12,603	211,751	0	0	1,468,646	2,331,215
Treatment & Supply	0	0	3,046,287	0	284,417	1,150,500	4,481,204
TOTAL	1,349,852	47,103	3,650,713	0	284,417	4,193,851	9,525,936
						Total Projected Revenue	9,525,936
71 - SANITATION ENTERPRISE							
Sanitation Services	860,923	445,150	134,406	0	0	898,876	2,339,355
TOTAL	860,923	445,150	134,406	0	0	898,876	2,339,355
						Total Projected Revenue	2,339,355
73 - STORMWATER ENTERPRISE							
Stormwater	152,287	17,900	81,648	0	0	180,000	431,835
TOTAL	152,287	17,900	81,648	0	0	180,000	431,835
						Total Projected Revenue	431,835
74 - GRANT FUND							
Grant Fund	0	0	744,637	0	0	0	744,637
TOTAL	0	0	744,637	0	0	0	744,637
						Total Projected Revenue	744,637
78 - YUKON PUBLIC EMPLOYEES LTD TAX FUND (PEST)							
Yukon Public Emp Ltd Tax	0	0	0	0	0	4,019,612	4,019,612
TOTAL	0	0	0	0	0	4,019,612	4,019,612
						Total Projected Revenue	4,019,612
79 - YUKON RESERVE SUPPORT FUND							
Yukon Res Support Fund	0	0	0	0	0	1,450,053	1,450,053
TOTAL	0	0	0	0	0	1,450,053	1,450,053
						Total Projected Revenue	1,450,053
82 - YUKON ECONOMIC DEVELOPMENT AUTHORITY FUND (TIF)							
Yukon Econ Dev Auth (TIF)	0	0	0	0	0	0	197,736
TOTAL	0	0	0	0	0	0	197,736
						Total Projected Revenue	197,736
TOTAL BUDGET	22,878,003	1,219,908	8,658,332	1,248,740	341,417	17,170,486	51,714,625
						Total Projected Revenue- All Funds	51,714,625

RESOLUTION NO. 2018-10

A RESOLUTION APPROVING THE CITY OF YUKON, OKLAHOMA BUDGET FOR THE FISCAL YEAR 2018-2019 AND ESTABLISHING BUDGET AMENDMENT AUTHORITY.

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

WHEREAS, the Chief Executive Officer has prepared a budget for the fiscal year ending June 30, 2019 (FY 2018-2019) 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 Yukon City Council at least 30 days prior to the start of the fiscal year in compliance with Section 17-203; and

WHEREAS, The City of Yukon 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 YUKON, OKLAHOMA:

SECTION 1. The City Council of the City of Yukon does hereby adopt the FY 2018-2019 Budget on the 5th day of June, 2018 with the total resources available in the amount of \$51,714,625 and total appropriations in the amount of \$51,714,625. Legal appropriations (spending/encumbering limits) are hereby established at the Department level as follows:

Fund/Department	Total
GENERAL FUND	
Legislative	1,049,408
Administration	536,785
Insurance	1,132,299
Finance	503,791
Fire Dept.	4,641,230
Police Dept.	6,969,286
Street Department	1,227,526
Municipal Court	407,968
Emergency Management	88,785
Technology	1,184,392

Fund/Department	Total
Development Services	1,087,354
Library	527,729
Property Maintenance	1,149,970
Human Resources	311,018
Park Administration	451,549
Park Maintenance	818,265
Recreation Facilities	1,582,298
Fleet Maintenance	902,322
Animal Control	186,249
GENERAL FUND TOTAL	24,768,224

Fund/Department	Total
SINKING FUND	
Sinking Fund	879,800
SINKING FUND TOTAL	879,800
SALES TAX CIP	
Sales Tax CIP	6,579,026
SALES TAX CIP TOTAL	6,579,026
HOTEL/MOTEL TAX	
Tourism & Events	362,154
Economic Development	49,750
SALES TAX CIP TOTAL	411,904
OIL & GAS FUND	
Oil & Gas; Hwy & Streets	5,060
OIL & GAS FUND TOTAL	5,060
SPECIAL REVENUE FUND	
Retiree Insurance	4,000
Special Events	155,985
Recreation Special Revenue	6,250
Parks & Events Special Revenue	49,340
Insurance & Misc Reimbursement	25,000
Library State Aid	19,650
Library Special Revenue	42,200
Fire Dept Special Revenue	6,000
Police Dept Special Revenue	63,022
SPECIAL REVENUE TOTAL	371,447

Fund/Department	Total
WATER/SEWER ENTERPRISE	
W/S Distribution	2,713,517
Utility Billing	2,331,215
Treatment & Supply	4,481,204
WATER/SEWER ENT TOTAL	9,525,936
SANITATION ENTERPRISE	
Sanitation Services	2,339,355
SANITATION ENT.TOTAL	2,339,355
STORMWATER ENTERPRISE	
Stormwater	431,835
STORMWATER ENT.FUND	431,835
GRANT FUND	
Grant Fund	744,637
GRANT FUND TOTAL	744,637
YUKON PUB EMP TAX FUND	
Yukon Public Emp Ltd Tax	4,019,612
YUKON PUB EMP TAX FUND TOTAL	4,019,612
YUKON RESERVE SUPPORT FUND	
Yukon Reserve Support Fund	1,450,053
YUKON RESERVE SUPP FUND TOTAL	1,450,053
YUKON ECON DEV AUTHORITY FUND	
Yukon Econ Dev Auth (TIF)	197,736
YUKON ECON DEV AUTH FUND TOTAL	197,736
TOTAL BUDGET	51,714,625

SECTION 2. The City Council does hereby authorize the City Treasurer, with the City Manager's approval, to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2018-2019, from one line item to another, one object category to another within the same department, or from one department to another within a fund, without further approval by the City Council. All other budget amendments must be approved by the City Council.

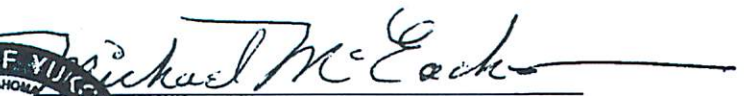
SECTION 3. All supplemental appropriations or decrease in the total appropriations of a fund shall be adopted at a meeting of the City Council and filed with the State Auditor and Inspector.

Adopted and approved by the Council of the City of Yukon this 5th day of June, 2018.

ATTEST:


 City Clerk




 Michael McEachern

RESOLUTION NO. YMA-2018-02

A RESOLUTION APPROVING THE YUKON MUNICIPAL AUTHORITY, OKLAHOMA BUDGET FOR THE FISCAL YEAR 2018-2019 AND ESTABLISHING BUDGET AMENDMENT AUTHORITY.

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

WHEREAS, the Chief Executive Officer of the city has prepared a budget for the fiscal year ending June 30, 2019 (FY 2018-2019) 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 Yukon City Council at least 30 days prior to the start of the fiscal year in compliance with Section 17-203; and

WHEREAS, The City of Yukon 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

WHEREAS, for the sake of uniformity, consistency and ease of administration the Yukon Municipal Authority desires that its budget for the fiscal year ending June 30, 2019 be in a similar format

NOW THEREFORE, BE IT RESOLVED BY THE YUKON MUNICIPAL AUTHORITY OF YUKON, OKLAHOMA:

SECTION 1. The Yukon Municipal Authority does hereby adopt the FY 2018-2019 Budget on the 5th day of June, 2018 with the total resources available in the amount of \$12,297,126 and total appropriations in the amount of \$12,297,126. Legal appropriations (spending/encumbering limits) are hereby established at the Department level as follows:

Fund/Department	Total
WATER/SEWER ENTERPRISE	
W/S Distribution	2,713,517
Utility Billing	2,331,215
Treatment & Supply	4,481,204
WATER/SEWER ENT TOTAL	9,525,936

Fund/Department	Total
SANITATION ENTERPRISE	
Sanitation Services	2,339,355
SANITATION ENT.TOTAL	2,339,355
STORMWATER ENTERPRISE	
Stormwater	431,835
STORMWATER ENT.FUND	431,835
Total Budget	12,297,126



01 - GENERAL FUND REVENUE
FY 2018 - 2019

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 YTD Actual	2017-2018 Projected Revenue	2018-2019 Proposed Revenue
TAX REVENUE						
42110	Sales Tax	10,110,097	10,188,477	6,626,229	10,648,090	10,914,292
42111	Use Sales Tax	1,212,354	1,350,872	803,133	1,011,105	1,036,382
42115	Tobacco Tax	247,260	247,089	174,604	291,380	298,664
42120	Alcoholic Beverage Tax	103,257	94,796	51,116	76,674	78,591
42140	Commercial Vehicle Tax	175,857	155,185	93,426	179,683	184,175
42150	Gasoline Excise Tax	46,921	49,059	29,696	41,888	42,935
42190	Resale Property Tax	0	0	0	0	0
42195	Weed/Trash Abatements	29,389	30,332	13,059	22,387	22,947
	TOTAL	11,925,135	12,115,810	7,791,263	12,271,206	12,577,986
FRANCHISE REVENUE						
43110	Electrical Franchise	527,855	590,844	479,384	719,076	729,862
43120	Telephone Franchise	173,916	171,149	59,016	88,524	89,852
43130	Natural Gas Franchise	113,544	100,003	71,178	106,767	108,369
43140	Cable TV Franchise	250,962	229,786	141,317	242,258	245,892
	TOTAL	1,066,278	1,091,782	750,895	1,156,625	1,173,974
LICENSES & PERMITS						
44009	Collection Fees	672	656	482	723	734
44110	Building Permits	61,852	63,475	47,348	71,021	72,087
44111	Assessment Fees	5,344	5,213	3,825	5,737	5,823
44112	Gas Line Fee	5,425	5,684	3,500	5,250	5,329
44113	Heat & Air (Mechanical) Per	24,765	26,715	11,420	17,130	17,387
44115	Re-Inspection Fee	3,630	3,329	4,560	6,840	6,943
44117	Plumbing Permit	29,038	28,448	19,672	29,508	29,950
44118	Sign Permit & License	4,250	4,371	1,820	2,730	2,771
44121	Miscellaneous-License	390	0	0	-	0
44122	Miscellaneous-Permit	775	643	95,805	101,941	9,556
44125	Conditional Use Permit	2,650	3,180	3,000	4,500	4,568
44130	Rezoning Fees	9,481	6,598	3,535	5,303	5,382
44135	Garage Sale Permit	3,580	2,450	1,365	2,048	2,078
44137	Fence Permits	1,515	1,117	1,228	1,841	1,869
44139	License Permit	0	0	0	-	0
44142	Electrical Permit	29,375	30,567	21,525	23,824	24,181
44143	Plan Review	7,900	7,606	4,870	6,417	6,513
44144	Certificate of Occupancy	5,030	4,398	3,150	4,572	4,641
44145	Beer License	840	250	60	644	654
44146	Mixed Beverage License	672	2,165	1,900	3,257	3,306
441461	Cert of Compliance (Mixed B	600	431	450	600	600
44148	Board of Adjustments Fee	862	1,167	600	540	548
44149	Storm Shelter Permit	2,925	2,010	1,575	2,700	2,741



01 - GENERAL FUND REVENUE
FY 2018 - 2019

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 YTD Actual	2017-2018 Projected Revenue	2018-2019 Proposed Revenue
44150	Oil Well Inspection Fees	21,500	21,324	52,450	61,425	62,346
44155	Curb Cut	5,685	4,818	3,525	6,043	6,134
44158	Residential Well Drilling F	75	102	150	203	206
44159	Bondman License	201	177	130	181	184
44160	Solicitors License	4,300	135	1,650	2,829	2,871
44161	Ambulance License	0	0	0	-	0
44162	Building Contractor License	27,750	20,638	13,200	22,629	22,968
44164	Electrical Contractor Licen	14,750	17,120	11,150	12,060	12,241
44166	Garbage Service License	0	0	50	50	50
44167	Kennel License	50	0	0	-	0
44168	Mechanical Contractor Licer	15,900	17,458	11,750	13,680	13,885
44169	Mobile Home Park License	853	0	0	-	0
44171	Plumbing Contractor License	14,150	16,105	11,550	12,555	12,743
44173	Occupational License	14,175	3,959	2,350	12,780	12,972
44175	Code Enforcement Inspectio	400	0	0	-	0
44180	Recreational Vehicle Permit	30	41	0	-	0
44181	Manufactured Home Placem	71	96	290	293	297
44185	Vending Machine License &	940	0	0	-	0
44190	Pool Permits	1,575	1,218	1,048	1,652	1,677
44191	Paving & Boring Permits	3,506	4,420	3,028	5,190	5,268
44195	Alarm Fees	14,577	11,300	10,853	12,480	12,667
44196	Fire Alarm (False Alarm Fees)	5,158	5,965	5,536	5,792	5,879
44197	Grease Trap License	2,780	751	400	686	696
44198	Waste Hauler License	0	0	150	150	150
	TOTAL	349,997	326,100	360,948	467,803	380,893
	FINES & FORFEITURES					
45110	Court Fees	838,328	848,051	641,011	901,552	915,075
45111	Court Technology Fee	15,714	18,937	27,925	34,077	34,588
45113	Piedmont Dispatch	44,321	44,986	27,147	40,886	41,499
45114	Jail Service Reimbursement	1,600	2,165	0	0	0
45120	Library Fines	4,117	3,939	2,170	3,387	3,438
45121	Library Collection Fees	250	300	300	495	502
45130	Animal Control Fees	805	826	527	903	917
45140	Impound Fees	14,800	15,428	12,100	15,750	15,986
	TOTAL	919,934	934,632	711,179	997,050	1,012,006
	PROJECTS					
46160	Park Land Improvement Reve	3,780	4,263	1,505	2,007	2,057
	TOTAL	3,780	4,263	1,505	2,007	2,057
	USE OF PROPERTY					
47110	Pool Fees	46,052	28,613	19,592	26,123	26,776
47115	Concessions	11,475	7,170	5,844	7,793	7,987



01 - GENERAL FUND REVENUE
FY 2018 - 2019

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 YTD Actual	2017-2018 Projected Revenue	2018-2019 Proposed Revenue
47116	Community Center Members	10,550	9,913	4,262	7,789	7,984
47125	Rental of Property: Ctrs, G	52,921	38,766	28,301	37,735	38,678
47130	Pavilion & Gazebo Rental	6,299	3,838	3,895	5,193	5,323
	TOTAL	127,296	88,300	61,895	84,633	86,749
	SPECIAL REVENUES					
48110	Interest on Investments	967	146	881	1,510	1,548
48165	Workers' Comp.	4,139	5,601	5,526	8,162	8,366
48167	FEMA Reimbursement	0	0	0	0	0
48171	Health Insurance Reimb	0	0	0	0	0
48175	Rental Income	1,500	0	0	0	0
48190	Sale of City Property	17,399	6,537	1,541	2,642	2,708
48191	Auction Site Expense Collec	1,502	1,717	108	185	190
48192	Auction Site Sales Tax Coll	729	953	119	203	209
48193	Credit Card Convenience Fe	0	0	0	0	32,389
48210	Administrative Charges	2,474	14,345	1,699	2,259	2,315
48220	Return Check Charges	30	30	0	0	30
48235	Mayor's Prayer Breakfast	426	200	0	200	200
48240	Finger Prints	740	663	450	702	720
48250	Miscellaneous	112,900	46,725	23,378	40,077	41,079
48258	Sewer Saddles	1,785	2,415	0	0	0
48265	Sports Leagues	29,171	32,238	15,198	24,335	24,943
48266	Sports Leagues Concession	169	228	0	0	0
48270	Park Programs	99,044	61,334	40,532	69,484	71,221
48275	Park & Rec Events	16,916	20,406	9,953	17,062	17,489
482751	P&R Concerts in the Park	0	310	0	0	0
482752	P&R Concerts/Park Concessio	1,365	436	749	1,283	1,315
482753	P & R Events-Fall Craft Fair	1,505	1,528	2,340	2,016	2,066
482758	P & R Events-Taste of Yukon	1,430	1,451	0	1,287	1,319
48275A	P & R Events-Festival of Child	11,751	10,150	0	10,558	10,822
48275C	P & R Events-Fourth of July	750	761	0	0	0
48275D	P & R-Fourth of July-Concessio	1,541	1,564	783	705	723
48275E	P & R - Chill your Cheeks	10,984	11,149	11,075	9,967	10,216
48275H	P & R Events-Spooksville	1,672	1,697	1,138	1,024	1,050
48275O	P & R Events-Sounds of the Se	9,370	9,511	5,320	4,788	4,908
48275Z	P & R Events-Spring Craft Fair	0	102	0	0	0
48280	RAC Trip-Bus Revenue	4,316	6,090	3,175	4,706	4,824
48281	RAC Meal Charges	37,814	36,466	22,480	33,632	34,473
48283	RAC Programs	10,418	9,847	9,995	13,289	13,621
48300	School Officers-Reimb	150,000	150,000	90,000	150,000	150,000
48305	Highway Safety Reimburseme	2,605	0	11,249	8,104	8,307
48306	Dept of Mental Health Reimb	1,504	1,150	0	334	342
	TOTAL	536,915	435,750	257,687	408,515	447,392



01 - GENERAL FUND REVENUE
 FY 2018 - 2019

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 YTD Actual	2017-2018 Projected Revenue	2018-2019 Proposed Revenue
MANAGEMENT FEE TRANSFERS FROM						
48610	Water & Sewer Enterprise	2,494,507	4,097,530	2,731,687	4,097,350	4,097,530
48611	Sanitation Department	485,000	761,624	507,749	761,624	761,624
	TOTAL	2,979,507	4,859,154	3,239,436	4,858,974	4,859,154
TRANSFERS FROM						
48704	PEST Police	1,081,103	1,279,910	853,273	1,279,910	1,279,910
48705	PEST Fire	1,000,000	1,075,000	716,667	1,075,000	1,227,858
48706	PEST General Employees	1,000,000	1,075,000	716,667	1,075,000	1,213,442
48751	Transfer from Fed Seizure 64	12,311	0	17,546	17,546	0
48950	Transfer from GF Reserve	0	0	0	0	496,803
	TOTAL	3,093,414	3,429,910	2,304,152	3,447,456	4,218,013
	TOTAL REVENUE	21,002,256	23,285,701	15,478,960	23,694,267	24,758,224



FY 2018-2019 BUDGET
01-General Fund

LEGISLATIVE

DEPARTMENTAL EXPENDITURES		2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
			CURRENT BUDGET	YEAR-TO-DATE ACTUAL AS OF 3/20/18	PROJECTED YEAR END	
PERSONAL SERVICES						
5101-101	Regular Employees	117,893.18	179,577	125,467.98	171,693.03	187,354
5101-102	Part-Time/Seasonal Employ	34,065.00	0	2,857.32	2,857.32	0
5101-103	Overtime	0.00	3,000	0.00	0.00	3,000
5101-106	Expense Allowance	2,400.06	2,400	1,753.89	2,400.00	2,400
5101-108	Employee Group Insurance	8,409.48	15,800	12,337.70	16,883.17	20,983
5101-110	Unemployment Insurance	673.81	525	270.40	525.00	525
5101-112	Employee Retirement	16,245.17	26,559	16,525.38	22,613.68	26,764
5101-113	FICA (Social Security)	11,319.47	13,967	10,287.93	14,078.22	14,562
5101-117	Employee Dental Insurance	1,026.76	2,175	845.88	1,268.82	2,175
TOTAL PERSONAL SERVICES		192,032.93	244,003.00	170,346.48	232,319.23	257,763
MATERIAL AND SUPPLIES						
5101-201	Office Supplies	1,550.45	1,600	836.96	1,115.95	1,600
5101-202	Duplication/Computer Suppl	1,429.52	2,000	385.41	513.88	1,500
5101-208	Publications and Periodical	13.50	100	26.00	39.00	100
5101-213	Food Supplies	5,717.93	9,500	3,558.72	4,744.96	9,500
5101-216	Election Supplies	8,260.91	5,000	2,078.46	4,156.92	8,000
5101-217	Wearing Apparel	0.00	500	0.00	0.00	500
TOTAL MATERIALS AND SUPPLIES		16,972.31	18,700.00	6,885.55	10,570.71	21,200
SERVICES AND CHARGES						
5101-302	Buildings	0.00	1,000	0.00	0.00	1,000
5101-331	Travel Expense	2,530.24	17,700	3,884.18	5,178.91	30,000
5101-344	Audits & Financial Consultin	181,483.28	115,000	66,315.23	88,420.31	100,000
5101-345	Advertising	115,203.10	100,000	164,847.63	208,228.59	130,000
5101-346	Rentals and Leases	21,766.00	21,952	13,800.00	23,966.00	24,395
5101-347	Special Services	7,516.97	10,000	5,984.82	7,979.76	8,000
5101-348	Consultant Fees	127,473.51	110,000	157,923.00	210,564.00	200,000
5101-349	Printing	236.68	5,000	1,759.39	2,345.85	5,000
5101-354	Assoc Memberships & Conf	51,844.76	55,134	52,651.96	52,652.00	62,250
5101-355	Legal	33,052.50	30,000	125.80	1,325.80	60,000
5101-360	Contributions and Memorial:	4,815.00	8,000	4,042.90	5,390.53	6,000
5101-366	Emergencies	32,677.02	50,000	2,408.16	3,612.24	50,000
5101-367	Auction Sales Tax	862.43	1,000	104.80	157.20	1,000
5101-376	Licensing	386.83	700	687.17	687.17	700
5101-381	Festivals and Events	22,847.00	35,055	31,200.00	31,575.00	35,000
5101-390	Bank Charges and Fees	0.00	0	65.00	65.00	100
TOTAL SERVICES AND CHARGES		602,695.32	560,541.00	505,800.04	642,148.36	713,445

DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL AS OF 3/20/18	PROJECTED YEAR END	
DEBT SERVICE					
5101-503 Support of Organizations	193,125.67	57,000	42,750.00	57,000.00	57,000
5101-504 Contractual Agreements	64,000.00	192,000	144,000.00	192,000.00	0
TOTAL DEBT SERVICE	257,125.67	249,000.00	186,750.00	249,000.00	57,000
TRANSFERS					
5101-604 Transfer to Other Funds	10,997.80	0.00	0.00	0.00	0
5101-607 Transfer to Insurance Accou	250,094.71	0.00	0.00	0.00	0
TOTAL TRANSFERS	261,092.51	0.00	0.00	0.00	0
TOTAL LEGISLATIVE	1,329,918.74	1,072,244.00	869,782.07	1,134,038.29	1,049,408

01-5101-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>
City Attorney	1		1
PIO Officer/Media Specialist	1		1
Graphic Artist	1		1
Total	3	0	3

01-5101-102 PART-TIME/SEASONAL EMPLOYEES

Includes salary for Part-time/Seasonal employee: *This account no longer used.*

01-5101-331 TRAVEL EXPENSE

Airfare, lodging, meals, mileage, car rental, taxi fare, parking and misc. travel expenses for the City Council to travel to the NLC annual convention, NLC Summit and various other conferences or meetings.

Nat'l League of Cities City Summit	\$12,750
Nat'l League of Cities Congress	\$16,800
other travel expenses	\$450
Total	\$30,000

01-5101-344 AUDITS & FINANCIAL CONSULTING

This account includes expenses for services provided by an outside accounting firm for the annual audit and for Financial Advisory services provided by Crawford & Associates.

01-5101-345 ADVERTISING

This account includes display and legal advertising and expenses.

Newspaper Display Advertising	\$113,000
Billboard Advertising	\$15,000
Legal Advertising	\$2,000
Total	\$130,000

01-5101-346 RENTALS AND LEASES

Includes rents and leases on Development Services building, Veteran's Museum building, Postage Permit and post office box rental. Included are:

334 Elm-Development Services Bldg	\$12,000
1010 W Main-Veteran's Museum Bldg	\$12,000
Postage Permit	\$225
Post Office box rental	\$170
Total	\$24,395

01-5101-347 SPECIAL SERVICES

Includes fees to file legal documents with the County Clerk. These documents include: deeds, easements, variances, abatement liens, visual inspection fees, etc.

01-5101-348 CONSULTANT FEES

Professional services such as engineer or other occasional services of a professional nature. This account does not include those costs associated with Capital Improvement projects. Also includes \$125,000 for Comprehensive Plan.

01-5101-354 ASSOCIATION MEMBERSHIPS/CONFERENCE REGISTRATIONS

Includes City/Council Membership fees and various Conference registrations for the City Council. Included are:

Oklahoma Municipal League	\$27,413	Sister Cities International	\$450
Assoc of Central Okla Gov'ts	\$18,000	Oklahoma Mayor's Council	\$305
Oklahoma Mid-Size Cities	\$5,500		
Nat'l League of Cities membership	\$2,000	Sam's Club memberships	\$685
Nat'l League of Cities City Summit	\$2,750		
Nat'l League of Cities Congress	\$3,500	OML-Mun. Utility Provider dues	\$100
Chamber of Commerce	\$750	Other conf fees/memberships	\$397
Greater OKC Chamber	\$400		\$62,250

01-5101-355 LEGAL

Includes Attorney fees other than those of the City Attorney, transcripts, depositions, etc.

01-5101-360 CONTRIBUTIONS AND MEMORIALS

Rewards, donations to charitable institutions and organizations, memorial flowers, and sponsorships. Included are:

Yukon Arts & Humanities	\$2,000
Yukon Sharing	\$325
Project Graduation	\$250
memorial flowers/misc sponsorships	\$5,425
Total	<u>\$8,000</u>

01-5101-366 EMERGENCIES

This account is for un-budgeted, emergency expenses that may arise throughout the year.

01-5101-376 LICENSING & SOFTWARE

Music licensing/royalty fees to cover Concerts in the Park, RAC events, Freedom Fest, Christmas in the Park and other Special Events where music is played/heard. Fees Include:

ASCAP	\$350
BMI	\$350
Total	<u>\$700</u>

01-5101-381 FESTIVALS AND EVENTS

Budgeted expenses include subsidies for sponsored events and non-sponsored event expenses. Subsidies include:

Freedom Fest Fireworks	\$29,900
Czech Festival (portapotties)	\$1,200
Easter on the Prairie	\$400
Non-Sponsored Event exp.	\$3,500
Total	<u>\$35,000</u>

01-5101-503 SUPPORT OF ORGANIZATIONS

Budgeted expenses include subsidies for Compassionate Hands, Youth & Family Services, and Chamber of Commerce. Subsidies include:

Chamber of Commerce	\$30,000
Youth & Family Services	\$15,000
Compassionate Hands	\$12,000
Total	<u>\$57,000</u>

01-5101-504 CONTRACTUAL AGREEMENTS

Samaritan Ambulance Service paid through Utility Bill pass-through fees for FY 18-19



FY 2018-2019 BUDGET
01-General Fund

ADMINISTRATION

DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
PERSONAL SERVICES					
5102-101 Regular Employees	359,631	365,741	249,683	381,869	388,380
5102-103 Overtime	0	3,000	3,420	5,231	3,000
5102-106 Expense Allowance	9,600	9,600	6,277	9,600	9,600
5102-108 Employee Group insurance	29,579	25,838	15,244	23,314	27,689
5102-110 Unemployment Insurance	706	525	0	525	525
5102-112 Employee Retirement	40,099	42,633	24,658	37,712	49,498
5102-113 FICA (Social Security)	25,596	28,543	17,523	26,800	30,330
5102-117 Employee Dental Insurance	1,692	2,175	1,269	1,450	2,175
5102-121 Sick Leave Buy Back	3,822	4,368	4,569	4,569	5,088
TOTAL PERSONAL SERVICES	470,724	482,423	322,643	491,069	516,285
MATERIALS AND SUPPLIES					
5102-201 Office Supplies	744	1,200	473	1,000	1,200
5102-208 Publications & Periodicals	632	450	57	285	400
5102-217 Wearing Apparel	112	200	0	200	400
TOTAL MATERIALS AND SUPPLIES	6,891	1,850	530	1,485	2,000
SERVICES AND CHARGES					
5102-328 Document Destruction	188	150	102	153	300
5102-331 Travel Expense	7,099	10,000	10,267	15,401	10,000
5102-349 Printing	340	0	80	120	200
5102-354 Assoc Memberships & Conf	7,948	8,000	6,827	6,900	8,000
TOTAL SERVICES AND CHARGES	15,574	18,150	17,277	22,574	18,500
TOTAL ADMINISTRATION	493,189	502,423	340,449	515,129	536,785

5102-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>
City Manager	1		1
Assistant City Manager	1		1
Executive Administrative Asst	1		1
Total	3	0	3

5102-331 TRAVEL EXPENSE

Travel expenses for ICMA, NLC, CMAO, OML, and other conferences. Meals for City Manager breakfast/lunch meetings; mileage reimbursements; Meals for FCMA meetings & PIO lunch meetings

OML Conf. Summer - JC & TK	\$400.00
ICMA Conference - JC & TK	\$3,800.00
NLC City Summitt - JC & TK	\$4,800.00
OML Conf. Winter - JC & TK	\$400.00
Lunches	\$600.00
Total	\$10,000.00

5102-354 ASSOCIATION MEMBERSHIPS & CONFERENCE REGISTRATIONS

Association memberships and conference registrations for Administration staff.

CMAO Membership - Jim	\$650.00
CMAO Membership - Tammy	\$650.00
ICMA Membership - Jim	\$1,200.00
ICMA Membership - Tammy	\$1,100.00
CMAO Registration - JDC (W & S)	\$650.00
CMAO Registration - TK (W & S)	\$650.00
OML Conference - JC & TK	\$600.00
ICMA Conference - JC & TK	\$1,400.00
NLC City Summitt - JC & TK	\$1,100.00
Total	\$8,000.00



DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL AS OF 3/20/18	PROJECTED YEAR END	
PERSONAL SERVICES					
5103-107 Bonds	3,906	2,000	550	3,906	4,000
5103-108 Employee Group Insurance	18,091	5,000	(5,302)	(5,302)	5,000
5103-109 Worker's Compensation	708,742	744,179	506,134	674,845	708,587
TOTAL PERSONAL SERVICES	730,739	751,179	501,382	673,449	717,587
SERVICES AND CHARGES					
5103-342 Automobile Insurance	219,167	244,650	225,292	225,292	256,883
5103-343 Property Insurance	126,051	135,450	12,832	128,232	142,223
5103-343-1 Flood Insurance	1,807	0	0	1,807	1,807
5103-366 Emergencies	198	3,000	2,688	2,688	3,000
5103-368 General Liability Deductible	1,000	7,000	1,000	1,000	7,000
5103-392 ACA Report Processing	3,555	3,800	0	3,555	3,800
TOTAL SERVICES AND CHARGES	351,778	393,900	241,813	362,574	414,712
TOTAL INSURANCE	1,082,517	1,145,079	743,195	1,036,023	1,132,299

- 01-5103-107 BONDS**
 Bonds for Public Officials: City Manager, City Clerk, City Treasurer, and Employee Blanket Bond.

City Manager Bond	\$100
City Clerk Bond	\$175
City Treasurer Bond	\$450
Public Employee Blanket Bond	<u>\$3,275</u>
Total	\$4,000

- 01-5103-108 GROUP INSURANCE**
 Includes costs and fees related to employee group insurance. Insurance premiums included in Departmental budgets.

- 01-5103-109 WORKER'S COMPENSATION**
 Includes the City's cost of the worker compensation insurance

- 01-5103-342 AUTOMOBILE INSURANCE**
 General liability, Automobile and Equipment insurance policy premium, paid quarterly.

- 01-5103-343 PROPERTY INSURANCE**
 Property & Contents and Fine Arts Insurance policy, paid quarterly.

- 01-5103-343-1 FLOOD INSURANCE**
 Includes the cost of the City's flood insurance, paid annually.

- 01-5103-366 EMERGENCIES**
 Includes the cost of any unexpected tort claim payments, property damage reimbursements, etc.

- 01-5103-368 GENERAL LIABILITY DEDUCTIBLE**
 Includes the deductible on liability insurance claims.

- 01-5103-392 FORM PROCESSING & FILING FEES**
 Includes Fees to process Affordable Care Act (ACA) report for employee 1095 forms and electronic filing costs for W-2 and 1099 forms.



FY 2018-2019 BUDGET
01-General Fund

FINANCE

DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL AS OF 3/20/18	PROJECTED YEAR END	
PERSONAL SERVICES					
01-5104-101 Regular Employees	320,854.90	332,166	245,308.39	335,685.17	355,361
01-5104-103 Overtime	2,605.50	3,000	950.82	1,301.12	3,000
01-5104-106 Expense Allowance	6,000.02	6,000	4,384.63	6,000.00	7,200
01-5104-108 Employee Health Insurance	24,996.02	33,718	23,158.03	31,689.94	38,147
01-5104-110 Unemployment Insurance	789.11	700	0.00	700.00	700
01-5104-112 Employee Retirement	59,641.37	51,582	39,124.92	53,539.36	57,553
01-5104-113 FICA (Social Security)	24,692.85	26,087	18,664.13	25,540.39	27,889
01-5104-117 Employee Dental Insurance	1,631.34	2,900	1,448.91	2,900.00	2,900
01-5104-121 Sick Leave Buy Back	4,934.60	5,846	5,207.81	5,207.81	6,196
TOTAL PERSONAL SERVICES	446,145.71	461,999	338,247.64	462,563.79	498,946
MATERIALS AND SUPPLIES					
01-5104-201 Office Supplies	325.92	350.00	305.35	350.00	325
01-5104-208 Publications & Periodic	45.00	50.00	74.00	74.00	75
01-5104-217 Wearing Apparel	0.00	0.00	0.00	0.00	600
TOTAL MATERIALS AND SUPPLIES	370.92	400.00	379.35	424.00	1,000
SERVICES AND CHARGES					
01-5104-315 Office Equipment	0.00	525.00	523.79	523.79	250
01-5104-316 Furniture, Fixtures & Misc Fl	0.00	1,075.00	1,029.16	1,029.16	500
01-5104-328 Document Destruction	187.65	160.00	132.06	226.39	300
01-5104-331 Travel Expense	269.90	250.00	54.27	93.03	250
01-5104-349 Printing	75.00	1,200.00	624.20	1,070.06	1,200
01-5104-354 Assoc Memberships & Con	490.00	1,145.00	882.00	1,145.00	1,145
01-5104-356 Training	443.48	200.00	0.00	0.00	200
TOTAL SERVICES AND CHARGES	1,466.03	4,555.00	3,245.48	4,087.43	3,845
TOTAL FINANCE	447,982.66	466,954.00	341,872.47	467,075.22	503,791

01-5104-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>
City Clerk/Finance Director	1		1
Deputy City Clerk	1		1
City Treasurer	1		1
Deputy City Treasurer/Purchasing Agent	1		1
Total	4	0	4

01-5104-217 WEARING APPAREL

Includes wearing apparel for staff, \$150 each.

01-5104-315 OFFICE EQUIPMENT

Includes replacement electric stapler, dust buster, etc.

01-5104-316 FURNITURE, FIXTURES & MISC FURNISHINGS

Includes replacement desk chair.

01-5104-331 TRAVEL EXPENSE

Mileage, meals, etc. for travel to OMCTFOA certification classes, conferences and training.

01-5104-349 PRINTING

Includes printing of AP Pooled cash checks. This expense normally occurs every other year.

01-5104-354 ASSOCIATION MEMBERSHIPS & CONFERENCE REGISTRATIONS

Account includes OMCTFOA membership dues for staff, State certifications, GFOAO membership for City Treasurer and the OMCTFOA Annual Conference registration fees.

OMCTFOA membership dues	\$120.00
OMCTFOA State Certification	\$200.00
GFOAO membership	\$25.00
OMCTFOA annual conference	\$800.00
Total	\$1,145.00

01-5104-356 TRAINING

Online training courses for GFOA ranging in cost from \$85 - \$580 for staff.



FY 2018-2019 BUDGET
01 - General Fund

FIRE DEPARTMENT

DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
PERSONAL SERVICES					
5106-101 Regular Employees	2,862,125	2,883,789	2,334,144	3,034,387	3,174,911
5106-102 Part-Time/Seasonal Employ	0	0	0	0	16,500
5106-103 Overtime	229,601	163,000	226,747	294,771	172,000
5106-108 Employee Health Insurance	311,926	494,938	233,324	337,023	504,542
5106-110 Unemployment Insurance	7,373	6,825	585	6,825	7,350
5106-112 Employee Retirement	409,903	420,730	294,865	425,915	464,373
5106-113 FICA (Social Security)	47,362	49,320	36,791	53,142	54,267
5106-117 Employee Dental Insurance	20,664	27,612	18,307	26,444	29,727
5106-119 Cleaning Allowance	585	975	0	975	1,560
5106-121 Sick Leave Buy Back	107,752	107,171	127,031	127,031	48,500
TOTAL PERSONAL SERVICES	3,997,290	4,154,360	3,271,793	4,306,513	4,473,730
MATERIALS AND SUPPLIES					
5106-201 Office Supplies	521	500	25	375	500
5106-202 Duplication/Computer Suppl	430	400	0	400	600
5106-205 Nondurable Supplies	1,663	3,500	1,481	3,500	3,800
5106-206 Building Maintenance Suppl	5,283	5,500	2,908	5,500	5,800
5106-207 Chemicals	1,988	5,000	160	274	3,100
5106-210 Landscaping Supplies	279	750	0	750	750
5106-211 Training Supplies	2,209	2,000	613	1,051	2,000
5106-213 Food Supplies	1,485	3,500	2,505	3,600	3,950
5106-217 Wearing Apparel	35,303	36,700	3,145	40,850	41,500
5106-218 Protective Clothing/Safety E	22,110	30,000	11,979	20,535	30,000
5106-220 Medical Supplies	7,108	10,000	5,197	8,909	10,000
5106-221 Public Educational Supplies	1,265	3,000	3,425	5,871	3,600
TOTAL MATERIALS AND SUPPLIES	79,645	100,850	31,437	91,616	105,600
SERVICES AND CHARGES					
5106-302 Buildings	2,998	4,300	2,876	5,801	5,000
5106-315 Office Equipment	0	300	0	0	200
5106-316 Furniture,Fixtures & Misc F	1,915	2,400	4,009	4,227	4,000
5106-317 Durable Tools	1,848	10,000	7,253	10,000	10,000
5106-318 Motor Vehicle/Small Equip F	854	1,500	766	1,055	1,500
5106-321 Air Conditioning and Heatin	341	2,500	2,246	3,850	2,500
5106-323 Inspection Fees for Prop/Eq	2,712	3,600	2,736	2,736	3,600
5106-328 Document Destruction	77	100	36	62	200
5106-331 Travel Expense	2,370	3,000	1,654	4,395	4,475
5106-332 Tuition Reimbursement	0	2,500	1,240	1,240	2,500
5106-340 Postage and Shipping	177	200	0	117	250

DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
5106-349 Printing	0	300	300	314	400
5106-354 Assoc Memberships & Conf	781	1,340	411	705	2,613
5106-356 Training	5,799	11,500	7,057	11,500	10,000
5106-360 Contributions and Memorial:	2,249	1,100	536	475	850
5106-365 Maintenance Agreements	10,798	11,264	707	9,605	12,746
5106-377 Licenses	202	1,014	626	1,073	1,066
TOTAL SERVICES AND CHARGES	33,120	56,918	32,451	57,154	61,900
TOTAL FIRE DEPARTMENT	4,110,055	4,312,128	3,335,681	4,455,283	4,641,230

01-5106-101 **REGULAR EMPLOYEES**

Includes salary for Full time employees:

<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>	
Chief	1		1	
Assistant Chief	1		1	added mid-yr FY 17-18
Battalion Chief	3		3	
Training Officer/Major	1		1	
Captain	6		6	
Sergeant	6		6	
Corporal	19	-2	17	
Fire Fighter	2	3	5	
Secretary III	1	-1	0	Re-classify position to Office Coord.
Office Coordinator	0	1	1	(Proposed)
Total	40	1	41	

01-5106-102 **PART-TIME/SEASONAL EMPLOYEES**

Includes salary for Part-time/Seasonal employees:

<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>	
Part-Time Clerk	0	1	1	New position (Proposed)

01-5106-207 **CHEMICALS**

FF Foam (foam usage is for fighting fires), Absorbents (Haz Mat),

01-5106-211 **TRAINING SUPPLIES**

Instructor Materials/Curriculums, FF training material, CPR material

01-5106-213 **FOOD SUPPLIES;**

coffee, coffee cups, creamer, sugar, community coffee, bottle water (for trucks,) holiday dinners, retirement party refreshments

01-5106-217 **WEARING APPAREL**

Contractual agreement \$34,200, Chief's uniforms, Dress Uniform x 5, \$3,500, uniform patches, collar brass for 5 new firefighters, OK Task Force-1 uniforms per contract.

01-5106-218 **PROTECTIVE CLOTHING/SAFETY EQUIPMENT**

Bunker gear - replace x 10- \$21,750, Mask Fit Testing - \$2,340, SCBA testing-\$1,800, FF Gloves, Carbon Hoods, Helmets, bunkerboots, etc. Bunker gear - replace x 10 - \$21,750 - working towards getting everybody a backup set of bunker gear. This extra set of backup gear - possible PEST expense?

01-5106-220 **MEDICAL SUPPLIES**

Medical Gloves, Lifepak Batteries, airway & oxygenation supplies, Epi-Pens, glucometers w/strips, medication replacement, Red Bag Disposal

01-5106-221 **PUBLIC EDUCATION SUPPLIES**

Fire prevention items: fire hats, pencils, books, pencil bags, erasers. Items for all 2nd & 3rd graders and many Pre-K students in Yukon. The number of students in the schools are growing.

01-5106-302 **BUILDINGS**

Garage door & opener repair, ceiling tiles, ice machine repairs

01-5106-315 **OFFICE EQUIPMENT**

calculators, staplers, command board

01-5106-316 **MISC.**

Replace mattresses at both stations (15) and repair/replace washer and dryer at Station 2.

01-5106-317 **DURABLE TOOLS**

Replace fire hoses@\$88 per section, nozzles@\$855 ea., Tempest PPV Fan \$2705, ground ladder replacement if needed. Purchase equip. for reserve Eng. & Brushpumper.

01-5106-318	MOTOR VEHICLE/SMALL EQUIPMENT PARTS AND SUPPLIES (EXCLUDING FUEL) Repairs not covered by Fleet Maintenance, small engine and equipment repair.	
01-5106-321	AIR CONDITIONING AND HEATING SYSTEMS Filters/thermostat replacement, misc repairs.	
01-5106-323	INSPECTION FEE/PROPERTY & EQUIPMENT	
	Annual Pump Testing	\$1,800.00 Cert. testing for all pumps on trucks
	Annual Ladder Testing	\$1,000.00 Cert. testing for all ground and aerial ladders
	Other	<u>\$800.00</u>
	Total	\$3,600.00
01-5106-331	TRAVEL EXPENSE FDIC-Fire Instructors Conf, Indianapolis, OFCA-Fire Chiefs Conf & Winter work shop, OSFA-State Fire School, Federal Fire Chaplain Conf	
01-5106-332	TUITION REIMBURSEMENT \$2500 - Gallegos - Master of Science in Nursing	
01-5106-354	ASSOCIATION MEMBERSHIPS AND CONFERENCE REGISTRATION Metro Fire Chief's Association dues, OK Fire Chief's Association dues, National Fire Protection Association dues, Fire Service Instructor OK dues, International Association of Fire Chiefs Association dues, OK State Firefighters Association dues and OK State Dept. of Health medical emergency response renewal fee	
	Int'l Assoc of Fire Chiefs	\$478.00
	Nat'l Fire Protection Assoc	\$350.00
	Fire Service Instructor OK	\$75.00
	OK State Firefighters Assoc.	\$112.00
	Metro Fire Chief's Assoc.	\$50.00
	OK Fire Chief's Assoc.	\$72.00
	OK State Dept of Health	\$20.00
	Chief's Conference	\$906.00
	Chaplain dues	\$250.00
	Other registration dues	<u>\$300.00</u>
	Total	\$2,613.00
01-5106-356	TRAINING Blue Card Command Instructors & Cert. Incident Commanders for on-line training & Re-licensure; registration fees, classes for pre-requisite Blue Card/Incident Command training	\$6,925.00
01-5106-360	CONTRIBUTIONS AND MEMORIALS Retirement items, flowers for memorials	
01-5106-365	MAINTENANCE AGREEMENTS Emergency generator at St 1, Fire sprinkler maintenance, Hood & Fuse Link maintenance, Airgas maintenance, Tri-Air Testing (Test air for SCBA,) Physio Control (LifePak) SCBA Cylinder Service (Due every 5 years.)	
	Generator Maintenance-St. 1	\$2,222.00
	Generator Maintenance-St. 2	\$400.00
	Fire Sprinkler	\$875.00
	Hood & Fuse Links	\$720.00
	Airgas	\$240.00
	SCBA Air Quality Testing	\$490.00
	Physio Control (LifePak)	\$6,400.00
	Extrication Tool Maintenance x 2	<u>\$1,400.00</u>
	Total	\$12,747.00
01-5106-377	LICENSES Reimburse driving records for employees. 41 employees at \$26 each.	



DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
PERSONAL SERVICES					
5107-101 Regular Employees	4,139,140	4,291,179	3,013,673	4,353,083	4,566,932
5107-103 Overtime	183,393	218,500	148,187	214,049	222,500
5107-108 Employee Health Insurance	500,232	759,690	358,728	518,162	759,662
5107-110 Unemployment Insurance	12,399	11,375	1,878	11,375	11,725
5107-112 Employee Retirement	563,438	584,811	396,249	572,359	644,124
5107-113 FICA (Social Security)	317,505	348,544	234,005	338,007	378,367
5107-117 Employee Dental Insurance	32,687	47,128	28,639	41,368	48,578
5107-119 Cleaning Allowance	1,980	780	3,085	4,718	1,560
5107-121 Sick Leave Buy Back	71,772	46,452	46,269	46,269	156,538
TOTAL PERSONAL SERVICES	5,822,546	6,308,459	4,230,712	6,099,390	6,789,986
MATERIALS AND SUPPLIES					
5107-201 Office Supplies	1,178	2,300	600	2,100	2,300
5107-202 Duplication/Computer Suppl	1,746	2,500	300	2,000	2,500
5107-205 Nondurable Supplies	694	1,200	0	700	1,200
5107-206 Building Maintenance Suppl	2,592	4,000	1,407	3,112	4,000
5107-207 Chemicals	0	800	0	425	800
5107-208 Publications & Periodicals	148	550	167	267	500
5107-210 Landscaping Supplies	0	1,000	0	900	1,000
5107-211 Training Supplies	17,736	25,000	19,550	22,000	25,000
5107-212 Animal Food	1,815	0	0	0	0
5107-213 Food Supplies	381	2,200	283	850	2,200
5107-214 Investigative/Illustrative	825	3,000	635	2,500	3,000
5107-217 Wearing Apparel	29,539	29,000	13,004	24,000	29,000
5107-218 Protective Clothing/Safety E	11,787	13,000	8,441	11,000	13,000
5107-220 Medical Supplies	0	2,000	0	1,000	2,000
5107-221 Public Educational Supplies	518	2,800	1,137	2,600	2,800
5107-222 Record Supplies	0	200	122	200	200
5107-224 Meals/Supplies for Prisoner:	4,226	10,000	2,437	9,800	10,000
TOTAL MATERIALS AND SUPPLIES	73,185	99,550	48,082	83,454	99,500
SERVICES AND CHARGES					
5107-302 Buildings	2,342	4,500	856	4,400	4,500
5107-315 Office Equipment	700	750	0	425	750
5107-316 Furniture,Fixtures & Misc Fu	3,125	3,500	370	3,400	3,500
5107-317 Durable Tools	90	3,500	749	3,000	3,500
5107-318 Motor Vehicles/Small Equip	428	1,500	269	1,350	1,500
5107-321 Air Conditioning and Heatin	4,958	4,500	3,610	4,500	4,500
5107-328 Document Destruction	289	750	157	269	750

DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
5107-330 Medical Expenses-Employe	400	5,000	0	0	5,000
5107-331 Travel Expense	445	7,500	218	6,500	7,500
5107-332 Tuition Reimbursement	2,435	5,000	0	2,500	5,000
5107-340 Postage and Shipping	1,732	3,500	0	3,500	3,500
5107-341 Telephones, Teletype, Page	5,100	6,000	2,100	6,000	10,000
5107-346 Rentals & Leases	0	2,300	0	0	2,300
5107-347 Special Services	1,050	2,500	289	1,600	2,500
5107-349 Printing	0	1,500	629	1,300	1,500
5107-354 Assoc Memberships & Conf	415	1,500	140	1,100	1,500
5107-356 Training	75	2,000	0	900	2,000
5107-358 Medical Services (Non-Emp	5,468	10,000	762	4,200	10,000
5107-361 Refunds	0	100	0	0	0
5107-365 Maintenance Agreements	8,807	18,500	990	8,700	10,000
TOTAL SERVICES AND CHARGES	37,859	84,400	11,138	53,644	79,800
CAPITAL IMPROVEMENT					
5107-404 Building (Improvements or A	0	6,000	0	0	0
TOTAL CAPITAL IMPROVEMENT	0	6,000	0	0	0
TOTAL POLICE DEPARTMENT	5,933,590	6,498,409	4,289,932	6,236,487	6,969,286

01-5107-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>
Chief	1		1
Asisstant Chief	0	1	1
Major	2	-1	1
Captain	7		7
Lieutenant	7		7
Sergeant	21		21
Patrol Officer	8	1	9
Secretary III	1	-1	0
Office Coordinator (prop)	0	1	1
Communications Supervisc	1		1
Communications Officer	12		12
Jailer/Property Room Tech	1		1
Supervisor IV	0	1	1
Records Manager	1	-1	0
Police Records Tech	3		3
Total	65	1	66

01-5107-207 CHEMICALS

Chemicals needed to spray gun range.

01-5107-214 INVESTIGATIVE SUPPLIES

Funds to purchase needed equipment for detective division.

01-5107-224 MEALS/SUPPLIES FOR PRISONERS

Funds for this account are used to purchase items for prisoners we house in our facility. These include meals, wearing apparel, blankets, towels and admission kits. We do house prisoners for other agencies. These agencies are invoiced and money received is deposited into the general fund.

01-5107-318 MOTOR VEHICLES/SMALL EQUIPMENT

Bike Team bicycle parts and tools.

01-5107-330 MEDICAL EXPENSES - EMPLOYEES

These funds are needed for psychological exams and pension physicals for new hires and immunizations for employees.

01-5107-331 TRAVEL EXPENSE

Funding in this account is for travel expenses for employees attending conferences or training off-site and conference that Chief attends.

01-5107-332 TUITION REIMBURSEMENT

Lt. Norman and Jane Poage submitted notice to attend classes.

01-5107-341 TELEPHONES, TELETYPE, PAGER

Fee for OLETS Mobile increase imposed by the state of Oklahoma effective January 2018

01-5107-346 RENTALS AND LEASES

These funds are for the rental of equipment not readily available in the event of an emergency.

01-5107-354 ASSOCIATION MEMBERSHIPS & CONFERENCE REGISTRATIONS

The funding in this account covers the cost of professional memberships and conference registration fees.

Oklahoma Sheriffs and Peace Officers Assoc membership	\$50
International Police Mountain Bike Association membership	\$55
Oklahoma Association of Chiefs of Police membership	\$75
International Association of Chiefs of Police membership	\$150
FBI National Academy Associates membership	\$85
Regional Organized Crime Info Center membership	\$300
National Association of School Resource Officers	\$120
Other memberships/conference registrations	\$665
Total	\$1,500

01-5107-356 TRAINING

Funding includes the cost of tuition, fees, online registration and books associated with employees attending training off-site.

Miscellaneous training	\$2,000
Total	\$2,000

01-5107-358 MEDICAL SERVICES (NON-EMPLOYEE RELATED)

In the event a prisoner receives injuries caused by an officer, the expense would come from this account. Also includes veterinary services for animals at the shelter.

01-5107-365 MAINTENANCE AGREEMENTS

Maintenance agreements funded by this account include the generator and the HVAC system.

Generator maintenance agreement	\$674
HVAC maintenance agreement	\$7,884
Other maintenance agreements	\$1,442
Total	\$10,000



DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
PERSONAL SERVICES					
5108-101 Regular Employees	528,690	553,929	365,103	558,393	666,423
5108-103 Overtime	11,698	13,000	7,208	11,024	15,500
5108-108 Employee Group Insurance	109,306	113,528	62,609	95,754	125,552
5108-110 Unemployment Insurance	2,636	2,450	797	1,218	2,450
5108-112 Employee Retirement	85,623	84,967	53,375	81,633	107,083
5108-113 FICA (Social Security)	39,594	43,410	27,562	42,154	52,055
5108-117 Employee Dental Insurance	7,130	9,426	5,315	8,129	8,700
5108-121 Sick Leave Buy Back	5,823	6,064	5,675	5,675	7,150
TOTAL PERSONAL SERVICES	790,500	826,774	527,644	803,981	984,913
MATERIALS AND SUPPLIES					
5108-201 Office Supplies	180	250	0	250	250
5108-202 Duplication/Computer Supp	60	100	100	100	100
5108-205 Nondurable Supplies	1,927	2,500	824	2,500	2,500
5108-206 Building Maintenance Supp	170	250	0	247	250
5108-207 Chemicals	7,470	11,000	10,299	10,300	11,000
5108-213 Food Supplies	0	0	94	188	200
5108-217 Wearing Apparel	4,509	5,300	3,659	5,300	5,800
5108-218 Protective Clothing/Safety	3,001	4,000	2,242	3,363	4,000
5108-220 Medical Supplies	0	150	0	150	150
5108-223 Welding Supplies	304	500	338	500	500
TOTAL MATERIALS AND SUPPLIES	17,621	24,050	17,556	22,897	24,750
SERVICES AND CHARGES					
5108-302 Buildings	155	1,000	0	264	1,000
5108-306 Sidewalk Step Curb Gutter&	2,616	15,000	2,674	4,065	15,000
5108-307 Storm Sewers	28,572	25,000	0	25,876	25,000
5108-308 Drainage Ditches	35,432	25,000	0	25,571	25,000
5108-309 Streets Alleys and Roadway	20,319	50,000	15,405	50,000	50,000
5108-310 Parking Areas	1,155	3,000	2,278	3,000	3,000
5108-311 Street Signs Traffic Lights	2,578	7,000	3,198	3,000	7,000
5108-315 Office equipment	0	0	170	170	0
5108-316 Furniture, Fixtures, Misc fun	0	0	0	1,300	0
5108-317 Durable Tools	260	6,500	3,259	6,500	6,500
5108-320 Signal Systems	18,105	25,000	8,062	25,000	25,000
5108-321 Air Conditioning/Heating Sy	26	1,000	0	0	1,000
5108-346 Rentals & Leases	1,980	7,200	5,052	7,200	7,200
5108-356 Training	190	500	233	190	2,000
5108-359 Weeds, Debris, Autos, Etc.,	108	2,000	114	2,000	2,000
5108-362 Judgments and Damages	13	500	3	125	500
5108-365 Maintenance Agreements	10,075	9,300	5,425	9,920	11,160

DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018		PROJECTED YEAR END	2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL		
5108-377 Licenses	515	1,000	275	1,108	1,503
5108-381 Special Events	4,150	5,000	449	5,000	5,000
5108-389 Snow/Ice Control	0	30,000	0	5,000	30,000
TOTAL SERVICES AND CHARGES	126,249	214,000	46,598	175,289	217,863
CAPITAL IMPROVEMENT					
5108-410 Street Improvements	3,010	0	0	0	0
5108-429 Signs and Markers	8,552	15,000	3,776	15,000	0
TOTAL CAPITAL IMPROVEMENT	11,562	15,000	3,776	15,000	0
TOTAL STREET DEPARTMENT	945,932	1,079,824	595,574	1,017,168	1,227,526

01-5108-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>	
Asst Public Works Director	0	1	1	added mid-yr FY 17-18
Superintendant	1		1	
Foreman	1		1	
Equipment Operator III	2		1	
Equipment Operator II	1		1	
Equipment Operator I	2		2	
PPWP Crew Leader	1		1	
Laborer II	3		2	
Laborer I	2		4	
Total	13	1	14	

01-5108-306 SIDEWALKS, SEPS. GUTTERS & CONCRETE REPAIRS

Yellow traffic paint used to repaint the curbs along main street before Czech Day. Concrete to repair any sidewalks or curbs. Dolese is who we use for large concrete jobs.

01-5108-307 STORM SEWERS

Replace hoods & grates on storm sewers and hydraulic cement used to make repairs to storm sewer pipes.

01-5108-308 DRAINAGE DITCHES

Concrete for repairing flumes. Replacement of damaged finhorns. We have 5 finhorns that need to be replaced as soon as possible.

01-5108-309 STREETS, ALLEY AND ROADWAYS

Asphalt, Concrete, Chip-n-Seal, Gravel, Emulsion, Rock and other materials for all maintenance and repairs that need to be made. Yellow or white paint for striping.

01-5108-310 PARKING AREAS

Concrete or Asphalt repairs made and paint for striping done to any parking areas where City Buildings are located.

01-5108-311 STREET SIGNS, TRAFFIC LIGHTS AND SIGNS

Replace street signs, stops signs, yield signs; Visors, back plates, bulbs (standard incandescent, Special optical bulbs for 5 heads and LED Modules) for the traffic lights. Push buttons for all the crosswalks. Bags of concrete for installation of sign poles. Paint for the following; barricades, visors, and back plates.

01-5108-320 SIGNAL SYSTEMS

Controllers, modules, camera's, wiring, loop detectors etc. for repairs. Air filters, fluorescent bulbs for the signal cabinets. Need to have the Timing Plans updated yearly. All the Signal Systems have different parts, some old, some new. They all need to be the same. We call on Signal Tek for the majority of the work on our Signals.

01-5108-346 RENTALS AND LEASES

Traffic Control device rental for Czech Day to block off main street and other major roadways.

Czech Day	\$4,500.00
miscellaneous rentals	<u>\$2,700.00</u>
Total	\$7,200.00

01-5108-356 TRAINING

Training pertaining to supervisory classes, CDL Training, Herbicide/Pesticide renewal training, Paving Maintenance and basic computer software classes.

Miscellaneous training	<u>\$2,000.00</u>
Total	\$2,000.00

01-5108-365 MAINTENANCE AGREEMENTS

Contract with Signal Tek to provide maintenance on our Signal Systems throughout the City of Yukon.

Monthly Signal Maintenance	<u>\$11,160.00</u>
Total	\$11,160.00



DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
PERSONAL SERVICES					
5109-101 Regular Employees	249,824	261,666	167,585	256,307	273,403
5109-103 Over-time	263	900	4,032	4,032	900
5109-108 Employee Group Insurance	36,719	34,549	20,893	31,954	36,827
5109-110 Unemployment Insurance	941	875	230	875	875
5109-112 Employee Retirement	31,680	29,013	18,898	28,903	32,154
5109-113 FICA (Social Security)	18,017	20,086	12,541	19,181	20,984
5109-117 Employee Dental Insurance	2,175	2,900	1,656	2,900	2,900
TOTAL PERSONAL SERVICES	339,619	349,989	225,836	344,152	368,043
MATERIALS AND SUPPLIES					
5109-201 Office Supplies	645	600	268	600	600
5109-202 Duplication/Computer Suppli	695	260	0	260	260
5109-217 Wearing Apparel	326	0	0	0	0
5109-222 Record Supplies	137	80	70	80	80
TOTAL MATERIALS AND SUPPLIES	1,803	940	338	940	940
SERVICES AND CHARGES					
5109-315 Office Equipment	235	0	0	0	350
5109-331 Travel Expense	843	900	54	900	900
5109-340 Postage and Shipping	1,042	750	438	1,887	1,900
5109-348 Consultant Fees	26,401	18,500	14,598	29,860	32,800
5109-349 Printing	1,826	646	599	1,966	1,800
5109-354 Assoc Memberships & Conf F	520	835	220	835	1,085
5109-356 Training	945	250	230	230	0
5109-363 Court Cost	0	0	0	0	150
TOTAL SERVICES AND CHARGES	31,812	21,881	16,140	35,678	38,985
TOTAL MUNICIPAL COURT	373,233.47	372,810.00	242,313.84	380,770.22	407,968

01-5109-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>
Court Administrator	1		1
Deputy Court Clerk	2		2
Judicial Clerk	1		1
Municipal Judge	1		1
Total	5	0	5

01-5109-315 OFFICE EQUIPMENT

Replacement of old shredders and electric 3-hole punch.

01-5109-331 TRAVEL EXPENSE

Travel expenses for staff to attend the Oklahoma Municipal Court Clerks Association Annual Conference held in Stillwater, OK; travel expenses to attend OMCCA District Workshops held in different cities within the state; and to include mileage reimbursement, toll reimbursement, hotel, meals and any other necessary travel expense.

01-5109-340 POSTAGE AND SHIPPING

Increase in postage as it has proven to decrease the amount of new warrants issued.

01-5109-348 CONSULTANT FEES

Professional fees for the City Prosecutor and Juvenile Defense Attorney. This account includes two agreements with attorneys for their services which are billed hourly.

City Prosecutor	\$26,800.00
Juvenile Defense Attorney	\$6,000.00
Total	\$32,800.00

01-5109-349 PRINTING

Printing Court forms, Citations, business cards, letterhead and envelopes. Form usage is based upon number of citations issued per budget year.

01-5109-354 ASSOCIATION MEMBERSHIPS & CONFERENCE REGISTRATIONS

Includes registration fees to attend the Oklahoma Municipal Court Clerks Association Conference hosted by Oklahoma State University in Stillwater, OK; annual OMCCA membership dues, and District Workshops. Training funds moved to this account.

OMCCA Annual Conference	\$485.00
OMCCA Membership Dues	\$220.00
OMCCA District Workshops	\$380.00
Total	\$1,085.00

01-5109-363 COURT COSTS

Includes jury, witness, etc. fees for cost of conducting a possible jury trial in municipal court. Previous budget account was zero but some funds should be budgeted.



DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
PERSONAL					
5110-101 Regular Employees	42,808	50,088	29,183	44,632	52,996
5110-108 Employee Group Insurance	6,688	9,260	5,540	8,473	10,334
5110-110 Unemployment	304	175	50	175	175
5110-112 Employee Retirement	4,617	6,707	3,937	6,021	7,451
5110-113 FICA (Social Security)	3,028	3,832	2,040	3,120	4,054
5110-117 Employee Dental Insurance	544	725	423	725	725
TOTAL PERSONAL	57,987	70,787	41,173	63,147	75,735
MATERIALS AND SUPPLIES					
5110-201 Office Supplies	75	500	0	200	500
5110-213 Food Supplies	0	500	0	100	500
5110-217 Wearing Apparel	234	350	0	0	350
5110-220 Medical Supplies	209	350	181	350	350
5110-226 Meeting/Workshop/Event St	0	350	0	0	350
TOTAL MATERIALS AND SUPPLIES	517	2,050	181	650	2,050
SERVICES AND CHARGES					
5110-316 Furniture,Fixtures & Misc F	45	100	0	20	100
5110-320 Signal Systems	0	8,500	1,375	2,300	8,500
5110-331 Travel Expense	274	500	203	1,500	1,000
5110-340 Postage and Shipping	0	300	0	300	300
5110-349 Printing	0	100	0	0	100
5110-354 Assoc Memberships & Conf	125	250	90	250	500
5110-356 Training	230	500	199	325	500
TOTAL SERVICES AND CHARGES	674	10,250	1,867	4,695	11,000
TOTAL EMERGENCY MANAGEMENT	59,179	83,087	43,221	68,492	88,785

01-5110-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>
Emergency Manager	1		1
Total	1		1

01-5110-320 SIGNAL SYSTEMS

It is imperative for the safety of the community that the city's nine existing outdoor warning systems function at full capacity and are reliable, operational, and instantly available to respond when activated. Funds are necessary to maintain the sirens' motherboards, radios, batteries, and essential components.

01-5110-331 TRAVEL EXPENSE

The Emergency Management Department requires traveling expenses incurred in the performance of authorized and assigned duties, Travel expenses may include travel outside the City by public or private carrier. Will include expenses in air fare, highway tolls, meals, hotel/motel rooms, parking fees, etc. This will enable emergency management to participate in continuing education courses with Central and Southwest Area Emergency Managers Workshop, Canadian County LEPC, the Oklahoma Emergency Managers Association annual conference, and other trainings. There will be a trip to Emmitsburg this fiscal year.

Emergency management conf/workshops	\$1,000
Total	<u>\$1,000</u>

01-5110-354 ASSOCIATION MEMBERSHIPS & CONFERENCE REGISTRATIONS

The department requests funds for membership in the Oklahoma and National Emergency Management Associations; and registration for the Oklahoma Emergency Managers annual conference and the annual National Weather Service's Severe Weather conference and state insurance commission. All are important for networking, community involvement, and professional development.

OEMA membership dues	\$35
NEMA membership dues	\$175
other memberships/conference reg	\$290
Total	<u>\$500</u>

01-5110-356 TRAINING

Funding includes the cost of tuition, fees, online registration and books associated with employees attending training off-site.

OML training	\$230
other training	\$270
Total	<u>\$500</u>



DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
PERSONAL SERVICES					
5111-101 Regular Employees	218,384	229,666	131,419	200,994	277,398
5111-102 Extra Help	12,128	19,600	7,502	11,474	0
5111-106 Expense Allowance	7,200	7,200	4,154	7,200	7,200
5111-108 Employee Group Insurance	23,998	24,540	14,872	22,745	35,148
5111-110 Unemployment Insurance	733	700	90	700	700
5111-112 Employee Retirement	41,113	35,346	21,258	32,512	44,550
5111-113 FICA (Social Security)	18,394	19,069	10,804	16,523	21,221
5111-117 Employee Dental Insurance	1,631	2,175	1,269	2,175	2,900
TOTAL PERSONAL SERVICES	323,582	338,296	191,367	294,323	389,117
MATERIALS AND SUPPLIES					
5111-201 Office Supplies	171	400	48	82	400
5111-202 Duplication/Computer Suppl	17,484	27,000	12,545	27,000	27,000
5111-217 Wearing Apparel	0	300	0	0	300
TOTAL MATERIALS AND SUPPLIES	17,654	27,700	12,593	27,082	27,700
SERVICES AND CHARGES					
5111-302 Buildings	0	250	0	0	250
5111-315 Office Equipment	74	2,950	596	2,500	3,400
5111-316 Furniture,Fixtures & Misc F	0	500	0	0	500
5111-317 Durable Tools	0	500	135	400	500
5111-324 Fuel Pump/Generator Repai	0	1,000	0	0	1,000
5111-328 Document Destruction	0	350	0	0	350
5111-331 Travel Expense	141	2,500	0	0	2,500
5111-340 Postage and Shipping	127	600	23	500	600
5111-341 Telephone,Teletype,Internet	95,046	113,511	47,626	110,000	114,690
5111-354 Assoc Memberships & Conf	225	2,000	0	0	2,000
5111-364 Building Security & Monitori	8,483	17,000	2,512	4,306	23,500
5111-365 Maintenance Agreements	325,807	371,825	281,484	482,543	394,654
5111-365-CTF Maintenance Agreements-C	0	4,967	3,261	5,590	5,127
5111-369 Technology Equip,Repair &	37,441	115,993	49,304	105,000	75,355
5111-369-CTF Technology Equip,Repair-C	2,500	1,260	0	0	1,260
5111-376 Licensing & Software	59,189	82,788	36,796	80,000	86,820
5111-376-CTF Licensing & Software-CTF	0	0	0	0	1,800
5111-377 License	75	150	75	129	150
5111-382 Auction Expense	1,547	6,000	108	185	6,000
5111-387 Credit Card Processing Fee	0	0	0	0	32,389
TOTAL SERVICES AND CHARGES	530,656	724,144	421,919	791,153	752,845

DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
CAPITAL IMPROVEMENT					
5111-422 Instruments and Electronics	4,441	23,840	10,269	17,604	0
5111-422-CTF Instruments and Electronics	7,430	12,710	0	0	13,230
5111-433 Computer Purchases	28,676	116,413	36,922	63,295	0
5111-423-CTF Computer Purchases-CTF	0	0	0	0	1,500
TOTAL CAPITAL IMPROVEMENT	40,547	152,963	47,191	80,899	14,730
TOTAL TECHNOLOGY	912,439	1,243,103	673,070	1,193,457	1,184,392

01-5111-101

REGULAR EMPLOYEES

Includes salary for Full time employees:

<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>	
Information Technology Dir	1		1	
IT Assistant	2		2	
IT Technician		1	1	<i>New position (proposed)</i>
Total	3	1	4	

01-5111-102

PART-TIME/SEASONAL EMPLOYEES

Includes salary for Part time employee:

<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>	
P/T Technology Clerk	1	-1	0	<i>Position no longer budgeted</i>
Total	1		0	

01-5111-315

OFFICE EQUIPMENT

This account is used for the purchase of office equipment, power strips, extension cords, and iPhone/iPad protective cases. It is \$450.00 over the prior year budget due to requests for six replacement iPads from Fire and five new iPhones from Police. They will all require protective covers be purchased for them.

01-5111-331

TRAVEL EXPENSE

This account is used for airfare, tolls, meals, hotel-motel rooms, parking fees, and mileage. It would be used in the event we attend the Laserfiche User Conference, the New World Systems User Conference or the Tyler Technology User Conference.

01-5111-341

TELEPHONE, TELETYPE, INTERNET

This account is used for the costs associated with providing the City of Yukon with internet, phone, and cellular service as well as cable television. This account is over the current year budget by \$4,839 due to the \$5,910 in additional services requested from the Police Department. Without their requests this account would have actually been \$1,071 under current year budget.

General Technology:	Verizon cellular services - mobile phones	\$61,000
	Verizon cellular service - iPads	\$9,240
	Cox Comm-telephone Service - Kimbell Pool	\$400
	Cox Comm-Internet,PRI phone and LD service	\$30,000
	Cox Comm-Redundant PRI srvc to Fire St #1	\$4,600
	Cox Comm-75 mini box rental	\$3,600
Administration:	2 new iPhone 8 phones	\$2,000
Emergency Mgmt:	Satellite phone minutes	\$400
Fire Department:	Satellite phone minutes	\$400
Police Dept:	Satellite phone minutes	\$400
	Verizon cell phone srvc-one for each shift	\$2,250
Public Works:	Satellite phone minutes	\$400
	Total	\$114,690

01-5111-354

ASSOCIATION MEMBERSHIPS & CONFERENCE REGISTRATIONS

This account is used for the cost of professional association memberships as well as the costs of local, state, and national conference registrations. It would be used in the event we attend the Laserfiche User Conference, the New World Systems User Conference or the Tyler Technology User Conference.

01-5111-364

BUILDING SECURITY & MONITORING

This account is used for the cost of alarm monitoring, security camera repair and replacement, and access control badge supplies. This account is \$6500 over the current year budget due to the need to replace and upgrade and fire alarm system in the Centennial building. Without this item, this account would have been \$500 below the current year budget.

Alarm monitoring	\$6,000
Alarm repairs and access control badge supplies	\$7,000
Security camera repair and replacement	\$3,500
Centennial building - fire alarm replacement	\$7,000
Total	\$23,500

01-5111-365

MAINTENANCE AGREEMENTS

This account is used for the renewal of maintenance agreements on business machines, software subscriptions, equipment, and facilities. This account is \$22,829 over the current year budget. This increase is due to budgeted increases in many of the software maintenance items. New World Systems alone is increasing by \$4,526 this next year.

General Technology	Cisco ASA 5516 FirePower IPS, AMP and URL filtering	\$2,440
	Barracuda Spam & Virus Firewall Energizer Updates	\$1,350
	Barracuda Spam & Virus Firewall Instant Replacemen	\$890
	Archive Social - Backup Subscription	\$2,000
	Cisco SmartNet Maintenance	\$37,225
	Cisco/RedSky E911 Annual Maintenance Renewal	\$1,500
	Cisco Emergency Responder SmartNet - Annual	\$1,000
	Entre Business Support - Annual Maintenance	\$1,000
	Technology Gritware Maintenance	\$700
	Carbonite Backup Software Maint	\$6,600
	Incode - Laser Fiche,Data recovery,Network Support,	\$18,044
	NetApp - Premium 4 Hour Support Renewal	\$5,690
	ReGroup Annual Maintenance	\$12,500
	ISI Call Accounting-Subscription/Software support	\$2,080
	Syn-Apps SA-Announce Maintenance	\$745
	Light-O-Rama Christmas Light Animation Software Ma	\$200
	NetMotion Software-Mobility XE-maintenance	\$4,475
	Datacove E-mail Archiver Annual Maintenance (plar	\$1,200
	Generac Generator Annual Maintenance	\$1,200
	Laserfiche Software Maintenance	\$19,820
	WhatsUP Gold Monitoring Software Maintenance	\$3,750
	Salamander Maintenance	\$3,000
	WS-FTP Software Maintenance	\$635
	The Verdin Co-Centennial Clock Maintenance	\$600

Administration	Canon Copier Lease	\$5,800
	Samsung Copier Lease	\$8,500
Court	Samsung Copier Lease	\$6,160
	Incode - Court modules Maintenance	\$11,485
Development Services	Canon Copier lease	\$4,950
	ICC codes online renewal	\$2,543
	Plan Analyst Code Software online renewal	\$670
	eCivis Grant Management Software renewal	\$4,200
	WAGsys-Maintenance	\$2,750
	Carte Design-Online City Maps renewal	\$3,150
	NFPA Fire Codes online renewal	\$1,170
Economic Development	ESRI-Business Analyst Online Renewal	\$500
Emergency Management	Weather Warn Maintenance	\$1,600
Finance	HP-Care Pack printer renewal	\$650
	WyCom Check Signer Renewal	\$175
	Incode - Financial modules Maintenance	\$15,764
Fire	Praetorian-EMT & Paramedic Interactive Renewal	\$2,370
	Software Upgrade/Maint for Adobe Pro for Myra	\$400
	Emergency Reporting Annual Maintenance	\$7,000
	Canon copier lease	\$1,940
Human Resources	Incode - HR/Payroll/Personnel Maintenance	\$9,521
	Canon copier lease	\$3,600
Mabel C. Fry Public Library	Biblionix-Apollo Library Management Software maint	\$4,118
	Librarica - Cassie Software Maintenance	\$368
	Canon Copier Lease	\$3,210
	Who's On My WiFi Annual Renewal	\$1,000
	Deep Freeze Software Renewal	\$120
	SenSource-VeaWeb Platform Online Hosting-People C	\$250
	Cisco ASA 5516 FirePower IPS, AMP and URL filtering re	\$1,460
Parks & Recreation	CivicRec Annual Maintenance Renewal	\$5,500
	Samsung Copier Lease	\$7,480
	Canon Copier leases	\$3,800
	Corel Draw Software Maintenance	\$115
Police Department	Canon Copier leases	\$6,595
	CrossMatch Software Maintenance	\$2,200
	Dell Equallogic SAN - Hardware Annual Maintenance	\$3,075
	New World Software Maintenance	\$94,920
	Nimble SAN and UCS Annual Maintenance (March)	\$5,500
	VistaCom-Eventide Recorder Maintenance	\$9,480
	2FA Advanced Authentication Software Maint	\$3,150
	ESRI ArcGIS Maintenance (for New World Mapping)	\$1,575
	VMWare-Basic Support Subscription for VCenter Serve	\$3,106
	Leads Online Total Track (Pawnshop) Software Maint	\$2,255
	OpenFox Messenger License Maintenance for OLETS	\$325
	Oklahoma DPS OLETS Terminal Connection Fee	\$325
	ARK 7 Animal Control Software Maintenance	\$231
	Oklahoma County MIS Department renewal	\$325
	TransUnion TLOxp Subscription	\$1,400

Property Maintenance	Property Maintenance Gritware Maintenance	\$350
Public Works	Canon Copier lease	\$1,890
	FleetSoft Software Maintenance (3/6/2016)	\$1,655
	Bosch ESI Truck Renewal License	\$1,600
	Premium Tech Tools for Mach Trucks - Renewal	\$300
	Gritware WebTracks Software maintenance	\$350
	Syn-Tech Systems Fuelmaster Plus Maintenance	\$1,295
Sanitation Dept	Canon Copier lease	\$1,790
	Total	\$394,654

01-5111-365-CTF MAINTENANCE AGREEMENTS (Court Technology Fee)

This account is used for the renewal of maintenance agreements specific to the Brazos Ticket Writers and their interfaces.

	Incode - Brazos Interface to Court Maintenance	\$872
	Incode - Brazos RDC Software Maintenance	\$4,255
	Total	\$5,127

01-5111-369 TECHNOLOGY EQUIPMENT, REPAIR & INSTALLATION

This account is used for Technology service, equipment under \$ 1,000.00 and replacements. It is used for two-way radio repair and service, general repairs, website development, UPS replacement batteries, replacement projector bulbs, printer replacements, and network cabling. This account is \$40,638 under the current year budget due to the completion of the New World software update and associated costs.

General Technology	General Repairs	\$11,000
	Two-Way Radio Repair and Service	\$2,000
	Website - Hourly Development Fees	\$1,500
	Technology Services as Needed	\$15,000
	Replacement hard drives for out of warranty servers	\$4,000
	Scanner Roller replacements	\$300
	Laser Printer Fuser & Drum replacements	\$800
	Telephone Headset Replacements	\$600
	Replacement UPS batteries	\$3,000
	Projector bulb replacements	\$1,000
	Hewlett Packard Printers as needed	\$1,400
	Network Cabling as needed	\$500
	Flash Drives as Needed	\$500
Administration	Video Studio Lighting Kit	\$115
	Extra LED Light	\$40
	Chargable Batteries for the LED Light	\$30
	Extra Tripod	\$60
	Rechargeable AA batteries for wireless mouse	\$20
	SD Card Reader	\$20
	Portable Studio/Light box	\$150
	Wacom Drawing Tablet	\$500
	New Low Light Lens for the Nikon Camera	\$300
Animal Control-New Bldg	Ubiquity Wireless Bridges for network connectivity	\$3,000
	IP Phone Sets, Access Point, Cabling	\$1,500
	Cisco Switch	\$2,900

Fire	Replacement Microphones & Antenna's	\$1,200
	Spare iPad Chargers (3)	\$100
	Flash Drives (6-8)	\$120
	32 Portable Radio Replacement Batteries	\$2,300
	15 Portable Harris Radio Replacement Batteries	\$1,950
Police	Replacement Microphones & Antennas	\$1,200
	32 Portable Radio Replacement Batteries	\$2,300
	15 Portable Harris Radio Replacement Batteries	\$1,950
	40 Hours of Service Hours from New World Systems	\$6,000
Water Tower Network Proj	Equip Cabinets & Climbing Svcs for Water Towers	\$8,000
	Total	<u>\$75,355</u>

01-5111-369-CTF TECHNOLOGY EQUIPMENT, REPAIR & INSTALLATION (Court Technology Fee)

This account is used for Technology service and replacements. It is also used for purchasing citation paper for the Brazos Ticket Writers and is paid out of the Court Technology Fee assessed on each citation written in the City of Yukon.

General Technology	Citation for Brazos ticket writers	\$1,260
	Total	<u>\$1,260</u>

01-5111-376 LICENSING & SOFTWARE

This account is used to purchase software, software licenses, pay for website hosting fees, domain registration, and radio usage fees for both Police and Fire to Oklahoma City. This account is over the current year budget by \$4,032. This is due to increases in radio fees by the City of Oklahoma City as well as the request for a software purchase by the Human Resource department. Without the HR request this account would have been \$1,968 below current year budget.

General Technology	Website Hosting Fees	\$800
	Intranet Hosting Fees	\$500
	DigiCert SSL Certificate for Exchange Renewal	\$525
	Domain Name Registration Renewals	\$750
	Dot Gov Domain Name Registration Renewal (Qty 2)	\$800
	Salamander Licensing	\$3,000
	Dropbox-Expanded Size Cost	\$300
	iClipArt Subscriptions	\$1,600
	iPad/iPhone App Costs	\$500
Administration	Adobe Acrobat XI Pro	\$900
	iClipArt Subscription Renewal	\$550
	Adobe Subscription Plan	\$720
	Stock Music Subscription	\$100
	Corel Draw - software maintenance	\$250
	Adobe Creative Cloud - Subscription renewal	\$2,000
	Misc Software Updates	\$750
Economic Development	ArcGIS Online Service Credits	\$250
Fire	Active 911 App	\$160
	Kahoot App Annual Renewal (February)	\$126
	City of OKC-Mob.&Port.Radio Usage Fees/Mob.Install	\$12,740
Fire & Police	City of OKC-Add'l 15 Year Radio Increase	\$32,384
Human Resources	Initial Subscription to CivicHR	\$6,000

Police	City of OKC-Mob.&Port.Radio Usage Fees/Mob.Install	\$21,115
	Total	<u>\$86,820</u>

01-5111-376-CTF LICENSING & SOFTWARE (Court Technology Fee)

This account is used for purchase software and software licenses. The funds for this account are from the Court Technology Fee assessed on each citation written in the City of Yukon. This account is new to the Technology budget this year.

Court	Tyler Technologies - Online Court Payment Module	\$1,800
	Total	<u>\$1,800</u>

01-5111-382 AUCTION EXPENSE

This account is used to pay the fee for using the Surplus Auction website. The buyer pays this fee of 7% and we collect it. We then pay the auction website using this account in the Technology Department.

01-5111-387 CREDIT CARD PROCESSING FEES

This account is new to the Technology department this budget year. It is used for charges associated with transaction, merchant, and gateway subscription fees. These are fees that are incurred by offering end users to have the ability to pay by credit card. These fees are recouped by the City of Yukon adding a convenience fee to all credit card transactions.

Court	Tyler Tech, Paya & Authorize.Net Fees	\$15,425
Development Services	Paya, Authorize.Net Fees	\$8,200
Mabel Fry Public Library	Paya Fees	\$150
Parks & Recreation	Paya, Authorize.Net Fees	\$8,200
Police Department	Paya Fees	\$414
	Total	<u>\$32,389</u>



DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
PERSONAL SERVICES					
5112-101 Regular Employees	502,818	601,774	342,612	523,994	741,443
5112-102 Part-Time/Seasonal Employ	2,384	2,000	3,413	5,220	0
5112-103 Overtime	0	750	2,370	3,624	1,500
5112-108 Employee Group Insurance	71,347	73,295	41,143	62,924	91,151
5112-110 Unemployment Insurance	1,817	1,575	255	1,575	1,925
5112-112 Employee Retirement	92,441	92,728	53,748	82,203	118,122
5112-113 FICA (Social Security)	38,047	46,546	26,133	39,968	57,363
5112-117 Employee Dental Insurance	4,471	6,525	3,726	5,698	7,250
5112-121 Sick Leave Buy Back	4,994	5,914	5,241	5,241	6,900
TOTAL PERSONAL SERVICES	718,319	831,107	478,640	730,447	1,025,654
MATERIALS AND SUPPLIES					
5112-201 Office Supplies	1,018	1,600	527	1,300	1,600
5112-202 Duplication/Computer Supp	828	1,200	390	1,000	1,200
5112-208 Publications & Periodicals	1,440	1,500	636	1,000	1,200
5112-213 Food Supplies	88	300	239	1,000	1,000
5112-217 Wearing Apparel	894	1,000	0	900	1,000
5112-218 Protective Clothing/Safety	888	1,200	60	1,260	1,200
TOTAL MATERIALS AND SUPPLIES	5,156	6,800	1,851	6,460	7,200
SERVICES AND CHARGES					
5112-302 Buildings	0	1,500	0	0	1,500
5112-315 Office Equipment	364	1,000	0	0	1,000
5112-316 Furniture, Fixtures & Misc F	131	1,300	48	450	1,300
5112-317 Durable Supplies	0	0	0	50	200
5112-321 Air Conditioning and Heatin	0	500	0	0	500
5112-323 Inspection Fee for Prop. Eq	0	75	0	75	75
5112-328 Document Destruction	151	300	105	300	300
5112-331 Travel Expense	1,084	3,000	273	1,200	4,000
5112-332 Tuition Reimbursement	0	0	0	0	2,500
5112-340 Postage and Shipping	2,000	2,500	0	2,500	2,500
5112-349 Printing	5,769	6,500	2,233	5,800	6,500
5112-354 Assoc Memberships & Conl	702	2,000	305	1,800	2,725
5112-356 Training	1,519	5,000	665	2,500	6,000
5112-361 Refunds	1,800	1,800	2,621	4,494	3,000
5112-377 Licenses	265	900	205	600	900
5112-386 Abatement Services	8,125	14,000	197	338	14,000
5112-391 OUBCC Permit Fees	4,748	7,500	4,368	7,488	7,500
TOTAL SERVICES AND CHARGES	26,658	47,875	11,020	27,595	54,500
TOTAL DEVELOPMENT SERVICES	750,133	885,782	491,511	764,502	1,087,354

01-5112-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>
Director	1		1
Inspector II	1		1
Inspector I	1		1
Fire Inspector	1		1
Code Enforcement I	1		1
Code Enforcement II		1	1
Operations Supervisor	1		1
Permit/Licensing Clerk	1	1	2
Clerk II	1		1
Grant Writer/Program Support	1		1
Total	9	2	11

01-5112-102 PART-TIME/SEASONAL EMPLOYEES

Includes temporary employment services. *This account no longer used.*

01-5112-213 FOOD SUPPLIES

Food and supplies for Planning Commission study sessions, chamber lunches and OUBCC host classes.

Planning Commission Study Sessions	\$600.00
Chamber Lunch-Mitchell	\$100.00
OUBCC Host Classes	\$300.00
Total	\$1,000.00

01-5112-317 DURABLE SUPPLIES

Includes miscellaneous tools for inspectors.

01-5112-331 TRAVEL EXPENSE

Travel expenses for various Code Enforcement Classes, Grant Writer classes for the Grant Writer and travel for the inspectors for classes, ICC Annual Conference, ICC Annual Business Institute and Code Hearing. CMAO-Mitchell 3 days each Tulsa & OKC

OCEA Spring Code Conf - Ken & Chuck	\$400.00
ICC Conference Mitchell	\$1,200.00
CMAO	\$600.00
IAEI Southern Sector	\$300.00
OMIA/OBIA Classes	\$200.00
Grant Writing Claudia	\$600.00
FMAO Conference John	\$500.00
Total	\$3,800.00

01-5112-354 ASSOCIATION MEMBERSHIPS & CONFERENCE REGISTRATIONS

Includes the cost of professional association membership on a local, state or national level; also includes the cost of local, state and national conference registration fees and classes for developing our employees through different types of training, such as: Code enforcement Classes, Fire Marshall Memberships, International Association of Electrical Inspectors. Some of the conferences are the Construction Code Council that all inspectors attend each year; the Floodplain Conference. Add Chuck for OCEA (new fee) and CMAO Membership-Mitchell

ICC MEMBERSHIP - Mitchell	\$225.00	SWCC-Eric & John	\$160.00
Cert Municipal Official Mitchell	\$100.00	OFMA-Eric	\$50.00
IAEI Membership Renewal	\$102.00	NFPA - John	\$165.00
NFPA Membership - Mitchell	\$165.00	OCEA membership-Ken & Chuck	\$150.00
CMAO Membership - Mitchell	\$300.00	OCEA Conf-Ken & Chuck	\$300.00
OK Code Membership Dues- Ken, Jo	\$140.00	Fire Marshals Conf - John	\$45.00
OFMA MEMBERSHIP/ERIC	\$50.00	OBIA Conference-Inspectors	\$613.00
SWCC-Del - Mitchell	\$160.00	Total	\$2,725.00

01-5112-356 TRAINING

Includes the cost of tuition, fees, special books, online registration fees, etc.. At this time to keep our costs of educational requirements required by law we have been very active in the code organizations that provide the training to keep our cost at little cost. OCEA, OMA, IAEI, OPIA, CDI, OML for the Director and inspectors and Grant writing training for the grant writer. Added Mitchell CMAO (3 day) training in Tulsa and OKC

ICC Class - Mitchell	\$600.00	OCEA Class - Ken & Chuck	\$500.00
IAEI Southern Sec Class - Mitchell	\$600.00	ICC Class - Del	\$250.00
CMAO Training - Mitchell	\$750.00	FMAO - John	\$100.00
Grant Writing Class - Claudia	\$600.00	OMIL/OBIA/IAEI Classes - Inspecto	\$500.00
OK Arts Conf - Claudia	\$100.00	OUBCC Classes - Inspectors	<u>\$1,600.00</u>
Grant Research - Claudia	\$400.00	Total	\$6,000.00

01-5112-361 REFUNDS

increase in homes being built-refund permit if client decides not to build- contractors change on the job (license & permit)

01-5112-386 ABATEMENT SERVICES

Cost for private contractor to abate weed, trash, grass violations.

01-5112-391 OUBCC PERMIT FEES

Pass-through account for OUBCC fees collected on building permits and remitted to the Oklahoma Uniform Building Code Commission.

DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018		2018-2019 REQUESTED BUDGET	
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL		PROJECTED YEAR END
PERSONAL SERVICES					
5113-101 Regular Employees	299,334	320,519	174,075	266,233	333,491
5113-102 Part-Time/Seasonal Employ	16,565	15,000	8,305	12,702	36,260
5113-103 Overtime	0	100	77	0	100
5113-106 Expense Allowance	2,400	2,400	1,385	2,400	2,400
5113-108 Employee Group Insurance	35,212	48,060	27,920	41,879	48,429
5113-110 Unemployment Insurance	1,457	1,400	663	1,400	1,750
5113-112 Employee Retirement	48,243	46,654	25,296	38,688	49,757
5113-113 FICA (Social Security)	24,438	25,798	14,173	21,676	28,417
5113-117 Employee Dental Insurance	3,202	5,075	2,538	5,075	5,075
5113-121 Sick Leave Buy Back	188	1,608	1,005	1,005	2,200
TOTAL PERSONAL SERVICES	431,040	466,614	255,436	391,058	507,879
MATERIALS AND SUPPLIES					
5113-201 Office Supplies	462	700	218	700	700
5113-202 Duplication/Computer Suppl	197	250	197	250	500
5113-205 Nondurable Supplies	394	500	197	500	1,500
5113-206 Building Maintenance Suppl	95	100	0	100	100
5113-208 Publications & Periodicals	177	200	0	200	200
5113-213 Food Supplies	192	250	106	250	250
5113-217 Wearing Apparel	143	400	0	200	400
5113-220 Medical Supplies	0	50	0	50	50
5113-221 Public Educational Supplies	858	1,300	597	1,300	1,300
5113-222 Record Supplies	2,862	3,000	1,836	3,000	3,000
TOTAL MATERIALS AND SUPPLIES	5,381	6,750	3,150	6,550	8,000
SERVICES AND CHARGES					
5113-302 Buildings	631	1,500	37	1,000	1,500
5113-316 Furniture, Fixtures & Misc F	0	500	0	0	500
5113-321 Air Conditioning & Heating	0	500	0	500	500
5113-328 Document Destruction	74	75	35	75	150
5113-331 Travel Expense	1,254	2,000	630	2,000	2,000
5113-332 Tuition Reimbursement	0	2,500	1,437	2,500	2,500
5113-340 Postage	1,565	1,500	1,138	1,700	1,700
5113-349 Printing	0	300	205	205	300
5113-354 Assoc Memberships & Conf	864	1,000	65	1,000	1,500
5113-356 Training	0	400	0	400	400
5113-357 Collection Services	0	1,000	1,280	1,500	800
TOTAL SERVICES AND CHARGES	4,389	11,275	4,827	10,880	11,850
CAPITAL IMPROVEMENT					
5113-424 Books	37,670	30,000	18,751	30,000	0
5113-427 Heating & Air Conditioning S	0	5,000	4,750	4,750	0
TOTAL CAPITAL IMPROVEMENT	37,670	35,000	23,501	34,750	0
TOTAL LIBRARY	478,480	519,639	286,915	443,238	527,729

01-5113-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>
Librarian	1		1
Assistant Librarian	1		1
Library Associate	5		5
Total	7	0	7

01-5113-102 PART-TIME/SEASONAL EMPLOYEES

Includes salary for Part-time/Seasonal employees:

<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>
PT Circulation Clerk	1	1	2
Temp PT Circulation Clerk	2	-1	1
Total	3	0	3

1 Position paid from State Aid Funds

01-5113-202 DUPLICATION/COMPUTER SUPPLIES

In the past, monthly library newsletters were printed, in color, on white paper at City Hall. Now, we print them, in-house, on colored copy paper. I need to increase this line in order to purchase more colored paper for printing library newsletters in-house.

01-5113-205 NONDURABLE SUPPLIES

Asking for \$1,000 increase to begin retrofitting of fluorescent lights to LED. Current cost for bulbs/ballasts per fixture \$36.50. Cost to retrofit fixture (kit and bulbs) currently, approx. \$45. Library has approx. 200 fixtures to retrofit which, without rebate would cost \$9,000. Hope to get help from support group to match \$1,500, making this a 3 year project. This will result in cost savings to City-bulbs have 5 yr. warranty, less staff time replacing bulbs/ballasts, etc.

01-5113-302 BUILDINGS

I anticipate needing to spend an undetermined amount of money on wall and/or floor repairs from new sliding door installation. In addition, the new lock will need to be re-keyed to fit existing keys, new door decals purchased.

01-5113-316 FURNITURE, FIXTURES & MISC F

I did not spend any funds from this line this year in order to cover the overage in line 5113-357 which is going to be approximately \$500 over this year. Will need next year.

01-5113-328 DOCUMENT DESTRUCTION

Per Cheryl, the budgeted amount in this line has been increased due to a change in service provider.

01-5113-331 TRAVEL EXPENSE

Mileage to reimburse employees for travel to workshops, seminars and conferences; hotel, meal, toll and parking costs for traveling employees.

01-5113-340 POSTAGE

This account will, most likely be \$200 over budget. These funds pay for Interlibrary Loan postage and postage/stamps for overdue and delinquency notices. Increase necessary to cover increased mailings of notices generated by collection service use, which has resulted in numerous returns prior to collection.

01-5113-349 PRINTING

Funds from this account will be used to purchase library membership cards, employee business cards, stationary, bookplates for memorials/honorariums and other items that cannot be printed in-house. Only library cards were printed in 2017/18. More items may need to be printed next budget year.

01-5113-354 ASSOCIATION MEMBERSHIPS & CONFERENCE REGISTRATIONS

Funds from this account will be used to pay for the cost of Oklahoma Library Association and American Library Association memberships for employees and conference registration fees. Funding request increase due to librarian's desire to have more professional staff be able to attend a library conference.

Schieman-ALA dues	\$210.00
Schieman-OLA dues	\$120.00
Walker-OLA dues	\$95.00
Deeds-OLA dues	\$95.00
Ogle-OLA dues	\$95.00
Schieman/staff-library conferences	<u>\$885.00</u>
Total	\$1,500.00

01-5113-356 TRAINING

Funds from this account will pay for workshops (normally Oklahoma Library Association), and other training opportunities for employees. When possible a staff development day for all staff training at the same time.

01-5113-357 COLLECTION SERVICES

This line will, most likely, be \$500 over budget. The budgeted amount was an educated guess for 1st year expenditures; no way to know how many accounts would be submitted first year. Initially, at the end of the trial period, nearly 900 accounts submitted for collection, covering all delinquencies going back 2 years. This year, I feel we can reduce budgeted amount \$200 with adequate estimation of costs. Library has collected aprox. \$100 from patrons for collection fee @\$10 per account settled.



DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
PERSONAL SERVICES					
5114-101 Regular Employees	340,181	350,778	193,250	295,559	362,666
5114-103 Overtime	9,743	12,000	13,166	13,416	12,000
5114-108 Employee Group Insurance	57,424	59,156	33,046	49,570	58,708
5114-110 Unemployment Insurance	1,592	1,400	490	1,400	1,400
5114-112 Employee Retirement	62,612	56,163	31,465	48,123	59,395
5114-113 FICA (Social Security)	26,540	27,937	15,596	23,852	28,876
5114-117 Employee Dental Insurance	4,350	5,800	3,249	4,874	5,800
5114-121 Sick Leave Buy Back	2,413	2,413	2,413	2,413	2,800
TOTAL PERSONAL SERVICES	504,855	515,647	292,675	439,206	531,645
MATERIALS AND SUPPLIES					
5114-201 Office Supplies	44	200	0	200	200
5114-202 Duplication, Computer Supp	0	100	0	100	100
5114-205 Nondurable Supplies	4,220	5,500	1,072	5,500	5,500
5114-206 Building Maintenance Suppli	11,609	14,000	6,192	14,000	14,000
5114-207 Chemicals	0	200	0	200	200
5114-213 Food Supplies	0	0	85	172	200
5114-217 Wearing Apparel	2,581	2,975	1,921	2,813	3,400
5114-218 Protective Clothing/Safety	843	750	637	750	950
5114-220 Medical Supplies	0	100	0	100	100
5114-223 Welding Supplies	89	200	0	200	200
5114-227 Electrical Supplies	971	2,500	1,205	2,500	2,500
TOTAL MATERIALS AND SUPPLIES	20,356	26,525	11,113	26,535	27,350
SERVICES AND CHARGES					
5114-302 Buildings	6,326	14,000	4,715	14,000	14,000
5114-314 Bug and Rodent Control	10,110	15,000	10,559	16,000	16,000
5114-317 Durable Tools	0	3,000	595	3,000	3,000
5114-321 Air Conditioning and Heatin	12,066	15,000	5,490	15,000	15,000
5114-323 Inspection Fee for Property	5,078	5,500	275	4,500	5,500
5114-350 Electrical Power	443,330	415,000	325,620	488,430	485,000
5114-351 Natural Gas	60,635	55,000	24,696	42,336	50,000
5114-356 Training	150	750	0	750	975
5114-377 Licenses	1,188	1,500	75	1,063	1,500
TOTAL SERVICES AND CHARGES	538,883	524,750	372,024	585,079	590,975
TOTAL PROPERTY MAINTENANCE	1,064,094	1,066,922	675,812	1,050,821	1,149,970

01-5114-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>
Superintendent III	1		1
Electrician I	1		1
Laborer II	1		1
Laborer I	5		5
Total	8	0	8

01-5114-356 TRAINING

Electrical update classes for George Middleton and mechanical update classes for Mark Scroggins.

Electrical update -George	\$125
Electrical update - Mark	\$125
Electrical training -Shane	\$600
Mechanical Journeyman -Shane	\$125
Total	\$975



DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
PERSONAL SERVICES					
5115-101 Regular Employees	182,153	185,860	110,987	169,745	201,431
5115-106 Expense Allowance	1,200	1,200	692	1,200	3,600
5115-108 Employee Group Insurance	14,552	17,436	10,561	16,152	18,884
5115-110 Unemployment Insurance	409	350	0	350	350
5115-112 Employee Retirement	33,003	28,604	17,366	26,560	32,350
5115-113 FICA (Social Security)	13,564	14,687	8,467	12,950	15,908
5115-117 Employee Dental Insurance	1,088	1,450	846	1,450	1,450
5115-121 Sick Leave Buy Back	6,126	6,130	6,126	6,126	6,520
TOTAL PERSONAL SERVICES	252,094	255,717	155,045	234,532	280,493
MATERIALS AND SUPPLIES					
5115-201 Office Supplies	1,025	800	225	500	500
5115-208 Publications & Periodicals	20	200	97	97	100
5115-211 Training Supplies	135	150	158	158	300
5115-213 Food Supplies	183	500	244	400	400
5115-218 Protective Clothing/Safety	0	100	100	100	100
5115-226 Meeting/Workshop/Event St	6,971	10,000	5,536	7,500	8,000
TOTAL MATERIALS AND SUPPLIES	8,334	11,750	6,360	8,755	9,400
SERVICES AND CHARGES					
5115-302 Buildings	0	0	0	0	175
5115-316 Furniture, Fixtures & Misc F	176	200	200	200	100
5115-328 Document Destruction	188	150	132	200	300
5115-330 Medical Expenses-Employe	3,925	5,000	5,016	6,500	5,500
5115-331 Travel Expense	411	1,500	2,075	2,075	1,000
5115-345 Advertising	794	500	314	500	500
5115-347 Special Services	5,530	5,000	4,339	5,839	8,000
5115-348 Consultant Fees	5,250	0	0	0	0
5115-349 Printing	0	300	0	300	100
5115-354 Assoc Memberships & Conf	2,304	4,000	3,889	3,889	3,000
5115-356 Training	929	2,000	795	1,363	1,500
5115-360 Contributions and Memorial:	777	800	935	935	950
TOTAL SERVICES AND CHARGES	20,283	19,450	17,696	21,802	21,125
TOTAL HUMAN RESOURCES	280,711	286,917	179,102	265,089	311,018

01-5115-101	<p>REGULAR EMPLOYEES Includes salary for Full time employees:</p> <table border="0" style="width: 100%;"> <thead> <tr> <th style="text-align: left;"><u>Position</u></th> <th style="text-align: center;"><u>FY 17-18</u></th> <th style="text-align: center;"><u>Incr/Dec</u></th> <th style="text-align: center;"><u>FY 18-19 (Proposed)</u></th> </tr> </thead> <tbody> <tr> <td>Human Resources Director</td> <td style="text-align: center;">1</td> <td></td> <td style="text-align: center;">1</td> </tr> <tr> <td>Risk Manager</td> <td style="text-align: center;">1</td> <td></td> <td style="text-align: center;">1</td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: center;">2</td> <td></td> <td style="text-align: center;">2</td> </tr> </tbody> </table>	<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>	Human Resources Director	1		1	Risk Manager	1		1	Total	2		2		
<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>																
Human Resources Director	1		1																
Risk Manager	1		1																
Total	2		2																
01-5115-208	<p>PUBLICATIONS & PERIODICALS Employment, Labor, Payroll, etc publications</p>																		
01-5115-211	<p>TRAINING SUPPLIES Training materials and supplies for staff training sessions.</p>																		
01-5115-218	<p>PROTECTIVE CLOTHING/SAFETY EQUIPMENT Protective clothing/safety equipment for the Risk Manager and small items to distribute to various departments.</p>																		
01-5115-226	<p>MEETING/WORKSHOP/EVENT SUPPLIES Materials & Supplies needed to host an employee reward/incentive Safety program, Safety Banquet and Employee Health Fair.</p>																		
01-5115-330	<p>MEDICAL EXPENSES - EMPLOYEES Pre-placement/random/post accident drug testing. This is also where we pay for EAP random (weekly or bi-weekly) drug testing. <i>This amount was increased due to rising cost of drug testing. We also pay for required HEP A&B, TB Testing and required physical.</i></p>																		
01-5115-331	<p>TRAVEL EXPENSES Travel, mileage, meals and lodging, etc. for conferences or training for HR/Risk Management staff.</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 80%;">SGR Conference Lodging</td> <td style="text-align: right;"><u>\$350.00</u></td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right;">\$350.00</td> </tr> </table>	SGR Conference Lodging	<u>\$350.00</u>	Total	\$350.00														
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01-5115-347	<p>SPECIAL SERVICES This account includes Employee Assistance Program/Counseling. This fee is approximately \$450 per month per current contract. Also includes pre-employment background checks. Includes TASC service agreement to administer FMLA monitoring and HIPAA compliance.</p>																		
01-5115-354	<p>ASSOCIATION MEMBERSHIPS & CONFERENCE REGISTRATIONS Conferences and Membership dues for HR/Risk Management staff.</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 80%;">National Safety Council membership</td> <td style="text-align: right;">\$700.00</td> </tr> <tr> <td>Oklahoma City Human Resources Society Membership (OCHRS)</td> <td style="text-align: right;">\$75.00</td> </tr> <tr> <td>OK HR Conf</td> <td style="text-align: right;">\$400.00</td> </tr> <tr> <td>Strategic Government Resources membership & Conference (SGR)</td> <td style="text-align: right;">\$485.00</td> </tr> <tr> <td>Society for Human Resource Management membership (SHRM)</td> <td style="text-align: right;">\$190.00</td> </tr> <tr> <td>OSC Conference</td> <td style="text-align: right;">\$300.00</td> </tr> <tr> <td>HRCI Renewal</td> <td style="text-align: right;">\$200.00</td> </tr> <tr> <td>Additional Conferences/Memberships for staff</td> <td style="text-align: right;"><u>\$650.00</u></td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right;">\$3,000.00</td> </tr> </table>	National Safety Council membership	\$700.00	Oklahoma City Human Resources Society Membership (OCHRS)	\$75.00	OK HR Conf	\$400.00	Strategic Government Resources membership & Conference (SGR)	\$485.00	Society for Human Resource Management membership (SHRM)	\$190.00	OSC Conference	\$300.00	HRCI Renewal	\$200.00	Additional Conferences/Memberships for staff	<u>\$650.00</u>	Total	\$3,000.00
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Total	\$3,000.00																		

01-5115-356	<p>TRAINING</p> <p>Completion of Risk Manager's Occupational Health & Safety Certification. Training for all employees during fiscal year with various agency as needed.</p>	
	<p>CSU Certification Training for Safety Certification</p>	\$700.00
	<p>Designated Employer Representative Certification</p>	\$140.00
	<p>Misc. training for all employees</p>	<u>\$1,160.00</u>
	Total	<u>\$2,000.00</u>
01-5115-360	<p>CONTRIBUTIONS AND MEMORIALS</p> <p>Years of Service awards for employees given out annually.</p>	



DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
PERSONAL SERVICES					
5116-101 Regular Employees	253,059	160,892	96,605	147,748	167,314
5116-103 Overtime	1,342	1,500	1,395	1,395	1,500
5116-106 Expense Allowance	3,600	3,600	2,077	3,600	3,600
5116-108 Employee Group Insurance	22,930	16,280	9,852	15,067	16,403
5116-110 Unemployment Insurance	378	350	14	350	350
5116-112 Employee Retirement	46,877	24,992	15,903	24,322	27,112
5116-113 FICA (Social Security)	20,137	12,772	8,094	12,379	13,320
5116-117 Employee Dental Insurance	1,631	1,450	906	1,450	1,450
5116-121 Sick Leave Buy Back	4,584	4,564	5,105	5,105	5,310
TOTAL PERSONAL SERVICES	354,538	226,400	139,951	211,417	236,369
MATERIALS AND SUPPLIES					
5116-201 Office Supplies	660	1,200	0	1,100	1,100
5116-202 Duplication/Computer Suppli	383	900	0	700	700
5116-205 Nondurable Supplies	0	50	0	50	50
5116-206 Building Maintenance Suppli	0	0	25	0	25
5116-208 Publications and Periodical	45	45	29	75	75
5116-210 Landscaping Supplies	1,459	2,000	308	2,000	3,000
5116-213 Food Supplies	20	150	0	100	100
5116-217 Wearing Apparel	0	150	0	150	150
TOTAL MATERIALS AND SUPPLIES	2,567	4,495	362	4,175	5,200
SERVICES AND CHARGES					
5116-301 Land	1,200	1,200	0	1,200	2,000
5116-302 Buildings	75	0	0	0	25
5116-316 Furniture,Fixtures & Misc F	300	300	269	481	200
5116-318 Vehicle Rep./small parts	50	50	0	0	25
5116-328 Document Destruction	209	175	60	175	175
5116-331 Travel Expense	0	300	0	0	0
5116-340 Postage and Shipping	2,000	1,800	0	0	1,800
5116-345 Advertising	4,877	5,000	2,118	4,500	4,500
5116-346 Rentals & Leases	7,385	12,000	4,498	12,000	12,000
5116-349 Printing	500	500	100	400	500
5116-354 Assoc Memberships & Conf R	830	725	520	520	600
5116-360 Contributions and Memorial	40	50	0	0	50
5116-361 Refunds	105	100	0	0	25
5116-377 Licenses	50	25	25	25	25
5116-380 Park & Rec Activities/Prograrr	6,740	9,500	2,305	8,000	8,500
FESTIVAL AND EVENTS					
5116-381-101 Concerts in the Park	7,909	9,000	3,931	8,000	9,000
5116-381-102 Spooksville	2,522	2,800	3,601	3,100	2,800
5116-381-103 Fall Craft Fair	298	1,200	899	899	1,200
5116-281-104 Chill Your Cheeks 5K	0	0	0	0	4,500
5116-381-105 Mayors Christmas Party	309	750	366	628	750
5116-381-106 Christmas in the Park	12,095	11,000	14,839	14,839	7,600
5116-381-107 Sounds of the Season	0	0	0	0	40,430
5116-381-108 Taste of Yukon	974	1,200	0	1,200	1,200
5116-381-109 Spirit Sprint	0	600	655	655	0
5116-381-110 Festival of the Child	7,941	11,000	0	11,000	11,000
5116-381-111 Veteran's Tribute	0	0	0	0	24,200
5116-381-112 Freedom Fest	49,164	70,750		55,000	62,695

DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
5116-381-113 Senior Games	3,409	4,186	0	4,190	4,190
5116-381-114 Trout Fish Out	1,186	1,500	0	1,500	1,500
5116-381-115 Daddy Daughter Dance	667	750	600	600	800
5116-381-116 Chisholm Trail & Crawfish F	5,204	5,500	0	5,500	5,500
5116-381-117 Big Event	714	730	0	730	1,000
5116-381-118 Movies in the Park	1,179	800	676	800	1,200
TOTAL SERVICES AND CHARGES	117,933	153,491	35,463	135,922	209,990
TOTAL PARK ADMINISTRATION	475,038	384,386	175,776	351,514	451,549

01-5116-101	REGULAR EMPLOYEES			
	Includes salary for Full time employees:			
	<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>
	Park & Rec Director	1		1
	Secretary III	1		1
	Total	2	0	2

01-5116-301 LAND
Start to fix Freedom Trail - bank wash out into the pond

01-5116-346 RENTALS & LEASES
This account includes rental of porta potties for small events, league tournaments and for the parks which do not have rest rooms. The department is renting one storage unit to assist in storing special event materials that are large and cannot be replaced each year. Linen rental for events.

Porta Potty rental	\$10,210
Event Storage rental	\$1,290
Linen rental for events	\$500
Total	\$12,000

01-5116-354 ASSOCIATION MEMBERSHIPS AND CONFERENCE REGISTRATIONS
This account will pay for ORPS memberships \$40 each, for Dept. Director & Park Board - \$60, other administrative professional members & ORPS conference registrations average \$250.

ORPS Conference registration	\$500
memberships	\$100
Total	\$600

01-5116-380 P&R ACTIVITIES/PROGRAMS
Support of outside organizations who in turn sponsor City events. Includes costs various small events, activities and programs.

Organization support:

Weekie Golf Tour	\$200
Misc. lunceons, misc support	\$250
YHS Athletic Dept, misc YHS organizations	\$200

Small Events:

Baby Crawl program/supplies	\$100
Chocolate Festival program/supplies	\$1,300
Bike to Work program/supplies	\$200
Spirit League event program/supplies	\$1,400
Senior Games program/supplies	\$750
Senior Fitness Day program/supplies	\$100
Events t-shirts, food supplies,marketing	\$500
Misc small events -	\$3,500
Total	\$8,500

01-5116-381-101 **CONCERTS IN THE PARK**
 We offer nine to ten concerts a summer, have concessions, crafts and special concerts. Also included are advertising and promotion costs. These events are free for the public.

Entertainment	\$4,150
Sound for Entertainment	\$1,000
Bark at the Park Concert advertising/promotion	\$300
Concert Carnival advertising/promotion	\$300
Advertising/Promotion for regular concerts	\$1,000
Contest prizes/craft supplies	\$400
Concession stand food/supplies	\$1,300
Misc. Concert supplies	\$550
Total	\$9,000

01-5116-381-102 **SPOOKSVILLE**
 Halloween carnival, costume contest and crafts. Sponsors help defray costs. Tickets: \$3 per child

Entertainment	\$800
Candy/Decorations/Supplies/Advertising	\$1,500
Shirts for Staff/Volunteers	\$500
Sponsors supplement the budget	Total
	\$2,800

01-5116-381-103 **FALL CRAFT FAIR**
 Craft Fair that is held along with the Friends of the Library book sale. This event is free to the public.

Advertising	\$700
Concession/Bake Sale supplies	\$200
Donuts for Crafters	\$50
Printing/mailings to Crafters	\$200
OTC Special Event permit	\$50
Total	\$1,200

01-511-381-104 **CHILL YOUR CHEEKS 5K**
 On the Opening of Christmas in the Park, we hold the Chill Your Cheeks 5k with an average of 400 runners. Runners pay an entry fee; Sponsorships supplement the run.

Professional Timing	\$2,200
Sanctioning fees	\$350
Shirts, Run Snacks and Misc	\$1,950
Total	\$4,500

01-5116-381-105 **MAYOR'S CHRISTMAS PARTY**
 The party includes Christmas crafts, games, costumed characters, clowns, face painting and refreshments. Admission is free to the public.

Entertainment	\$200
Refreshments	\$300
Craft supplies	\$100
Essay Contest	\$50
Miscellaneous supplies	\$100
Total	\$750

01-5116-381-106 **CHRISTMAS IN THE PARK**

We also have the Kris Kringle Karnival and pictures with Santa. We rent Mobile Minis for storage/shelter at the donation sites for the Christmas Light Display drive-throughs, and purchase candy for giveaways at the donation sites. We have a Volunteer Appreciation Luncheon after Christmas. This event is free to the public.

Kris Kringle Karnival	Entertainment&supplies	\$2,500
Mobile minis		\$900
Porta Potties		\$2,200
Propane		\$700
Soups & Sweets, Pk bd, Misc		\$1,300
	Total	\$7,600

01-5116-381-107 SOUNDS OF THE SEASON

Sounds of the Season is the OKC Philharmonic Christmas show that we bring to Yukon. Our goal is to enrich their lives of citizens in the community with an outstanding performing arts concert. The holiday show benefits The YPS Foundation for Excellence and Project Graduation, on alternating years. Generous sponsors help support this wonderful event held at the beautiful Gene Cranfill Yukon Fine Arts Auditorium, as we again partner with the schools on this endeavor. Ticket price is \$10 for everyone.

Oklahoma City Philharmonic	\$32,750
Sound	\$7,000
Food for Philharmonic	\$250
Ticket printing	\$310
Flowers	\$60
Program paper	\$60
	Total
	\$40,430

01-5116-381-108 TASTE OF YUKON

The Taste of Yukon showcases local restaurants and has approximately 23 participants. Sponsors are solicited for this event. Taste of Yukon is a fund raiser for our special events. Adults are \$15 and children \$10 at the door.

Advertising	\$500
Shirts/Aprons for Restaurant participants	\$500
Food supplies, paper goods, linen rental	\$200
	Total
	\$1,200

01-5116-381-110 FESTIVAL OF THE CHILD

The festival is one of the largest one-day events we do. We provide over 50 fun hands-on booths for children, entertainment and inflatables. Sponsors are solicited to off set expenses. Cost: Tickets - \$5 and \$7 at the gate, Adults Free.

Advertising	\$1,500
Entertainment	\$2,000
Craft supplies, miscellaneous supplies	\$400
Golf cart rental	\$500
Bounces rental (Inflatables)	\$1,500
Petting Zoo, Pony rides and Clowns	\$2,340
Shirts for staff/volunteers	2000
Luncheon/Community Coffee food and supplies	\$200
Miscellaneous event equipment	\$560
	Total
	\$11,000

01-5116-381-111 VETERAN'S TRIBUTE

July 3rd Event to honor Veterans. Sponsored meal and Irv Wagner band entertain.

Entertainment	\$16,500
Lighting	\$700
Sound	\$7,000
	Total
	\$24,200

01-5116-381-112	<p>FREEDOM FEST Freedom Fest Celebration Crowd estimates 15,000 each evening and 2,000 during the day of the Fourth. Some of the cost for the entertainment is covered by the YCSF. This event is free to the public.</p>																										
	<table border="0" style="width: 100%;"> <tr> <td style="width: 80%;">Entertainment-BMX, OKC Philharmonic, Super Freak, Mike Black</td> <td style="text-align: right;">\$36,845</td> </tr> <tr> <td>Sound</td> <td style="text-align: right;">\$7,000</td> </tr> <tr> <td>Kids Activities-Ponies, pet zoo, moon bounces, laser tag</td> <td style="text-align: right;">\$6,000</td> </tr> <tr> <td>Golf Cart rental</td> <td style="text-align: right;">\$2,700</td> </tr> <tr> <td>Ice</td> <td style="text-align: right;">\$500</td> </tr> <tr> <td>Porta potty rental</td> <td style="text-align: right;">\$1,000</td> </tr> <tr> <td>Volunteer lounge food</td> <td style="text-align: right;">\$1,000</td> </tr> <tr> <td>Tent Rentals</td> <td style="text-align: right;">\$3,000</td> </tr> <tr> <td>Awards</td> <td style="text-align: right;">\$100</td> </tr> <tr> <td>Fencing</td> <td style="text-align: right;">\$1,800</td> </tr> <tr> <td>Rain Plan</td> <td style="text-align: right;">\$500</td> </tr> <tr> <td>Miscellaneous supplies - glow, flowers, equipment</td> <td style="text-align: right;">\$2,250</td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right; border-top: 1px solid black;">\$62,695</td> </tr> </table>	Entertainment-BMX, OKC Philharmonic, Super Freak, Mike Black	\$36,845	Sound	\$7,000	Kids Activities-Ponies, pet zoo, moon bounces, laser tag	\$6,000	Golf Cart rental	\$2,700	Ice	\$500	Porta potty rental	\$1,000	Volunteer lounge food	\$1,000	Tent Rentals	\$3,000	Awards	\$100	Fencing	\$1,800	Rain Plan	\$500	Miscellaneous supplies - glow, flowers, equipment	\$2,250	Total	\$62,695
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01-5116-381-113	<p>SENIOR GAMES This is a 10 day event and and is one of two local senior games in Oklahoma. Registration is \$25 per athlete. Sponsors are solicited to off set expenses.</p>																										
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Miscellaneous supplies	\$76																										
Total	\$4,190																										
01-5116-381-114	<p>TROUT FISHOUT The Fish Out is an annual outdoor family event. The Robertson Pond is stocked with over 700 Rainbow Trout/415 lbs for the fishing derby. Sponsors are solicited to off set expenses. This event is free to the public.</p>																										
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01-5116-381-115	<p>DADDY DAUGHTER DANCE Three dances are held for different age groups. The entry fee is \$7.50 per person and \$10 at the door.</p>																										
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01-5116-381-116	<p>CHISHOLM TRAIL & CRAWFISH FESTIVAL This event is held in conjunction with the Chisholm Trail Historical Society. Previously, we have received grants to offset costs. This event is free to the public.</p>																										
	<table border="0" style="width: 100%;"> <tr> <td style="width: 80%;">Pony Rides</td> <td style="text-align: right;">\$1,665</td> </tr> <tr> <td>Porta Potty rental</td> <td style="text-align: right;">\$1,600</td> </tr> <tr> <td>Dance floor rental</td> <td style="text-align: right;">\$700</td> </tr> <tr> <td>Entertainment</td> <td style="text-align: right;">\$450</td> </tr> <tr> <td>Golf Cart rental</td> <td style="text-align: right;">\$250</td> </tr> <tr> <td>Ice</td> <td style="text-align: right;">\$100</td> </tr> <tr> <td>Miscellaneous supplies</td> <td style="text-align: right;">\$735</td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right; border-top: 1px solid black;">\$5,500</td> </tr> </table>	Pony Rides	\$1,665	Porta Potty rental	\$1,600	Dance floor rental	\$700	Entertainment	\$450	Golf Cart rental	\$250	Ice	\$100	Miscellaneous supplies	\$735	Total	\$5,500										
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Total	\$5,500																										

01-5116-381-117	THE BIG EVENT (AND PATRIOT PROJECT)		
	This event is held in conjunction with SW Covenant school as a service project.		
	Landscaping supplies		\$600
	Miscellaneous supplies		\$400
		Total	\$1,000

01-5116-381-118	MOVIES IN THE PARK		
	Three outdoor/indoor movies in the park during the year.		
	Movie rentals		\$1,200
		Total	\$1,200



DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
PERSONAL SERVICES					
5117-101 Regular Employees	351,027	423,728	216,054	330,436	435,187
5117-102 Part-Time/Seasonal Employ	7,628	30,600	9,494	14,520	30,000
5117-103 Overtime	21,682	27,000	37,953	58,046	36,500
5117-108 Employee Group Insurance	66,569	79,565	38,350	58,652	89,287
5117-110 Unemployment Insurance	2,215	1,925	852	1,303	2,100
5117-112 Employee Retirement	57,708	68,394	33,867	51,797	70,553
5117-113 FICA (Social Security)	28,505	34,289	19,604	29,982	38,150
5117-117 Employee Dental Insurance	4,834	7,250	3,519	5,382	8,700
TOTAL PERSONAL SERVICES	540,167	672,751	359,693	550,119	710,477
MATERIALS AND SUPPLIES					
5117-201 Office Supplies	132	250	0	250	250
5117-202 Duplication/Computer	0	150	0	150	150
5117-205 Nondurable Supplies	1,254	2,500	903	2,500	2,500
5117-206 Building Maintenance Suppl	97	1,000	0	1,000	1,000
5117-207 Chemicals	8,067	14,533	839	14,500	14,500
5117-210 Landscaping Supplies	10,206	14,533	635	14,500	14,500
5117-213 Food Supplies	416	0	94	188	200
5117-217 Wearing Apparel	3,288	4,100	2,315	3,909	4,300
5117-218 Protective Clothing/Safety	2,969	2,800	1,797	2,800	2,800
5117-220 Medical Supplies	0	175	0	175	175
5117-223 Welding Supplies	402	1,000	75	1,000	1,000
TOTAL MATERIALS AND SUPPLIES	26,832	41,041	6,658	40,972	41,375
SERVICES AND CHARGES					
5117-302 Buildings	343	1,000	170	1,000	1,000
5117-306 Sidewalks Steps Curbs Gut	1,286	1,500	314	1,500	1,500
5117-308 Drainage Areas / Pond repa	7,504	1,500	0	1,500	4,000
5117-310 Parking Areas	0	500	190	500	500
5117-313 Recreational Structures-Par	1,084	4,000	1,860	5,601	4,000
5117-317 Durable Tools	204	800	701	1,133	1,500
5117-321 Air Conditioning/Heating Sy	0	0	998	1,182	1,000
5117-322 Playground and Swimming I	20	3,100	0	3,000	3,100
5117-325 Sprinkler System	3,206	500	109	500	500
5117-340 Postage	182	200	0	0	200
5117-346 Rentals and Leases	0	12,600	2,551	10,051	12,600
5117-356 Training	444	750	0	750	1,415
5117-365 Maintenance Agreements	5,453	9,348	3,895	9,348	9,348
5117-377 Licenses	461	350	125	463	750
5117-381 Festivals and Events	21,423	25,000	18,990	25,000	25,000
TOTAL SERVICES AND CHARGES	41,609	61,148	29,903	61,528	66,413
TOTAL PARK MAINTENANCE	608,608	774,940	396,253	652,619	818,265

01-5117-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>
Superintendent I	1		1
Foreman	1	-1	0
Equipment Operator III	2	-2	0
laborer III	2		2
laborer II	1	2	3
Laborer I	4	1	5
Total	11	0	11

01-5117-102 PART-TIME/SEASONAL EMPLOYEES

Includes salary for Part-time/Seasonal employees:

<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>
Seasonal-Summer Only	5		5
Total	5	0	5

01-5117-313 RECREATION STRUCTURES

Repair of ball fields, fences, backstops, basketball goals, tennis courts, etc.

01-5117-321 AIR CONDITIONING y HEATING SYSTEMS

Repairs to Heat & Air unit in Park Maintenance building.

01-5117-322 PLAYGROUND EQUIPMENT REPAIR

Repairs to playground equipment to include nuts, bolts, steps, swings, etc.

01-5117-346 RENTALS & LEASES

Various rentals to assist with Park Maintenance. Bucket truck rental to help with setup or taking down the Christmas lights. Traffic control devices used to route traffic during Christmas in the Park.

Bucket truck rental	\$1,500
Mobile Mini	\$3,600
barricade rental, etc	<u>\$7,500</u>
Total	\$12,600

01-5117-356 TRAINING

Pesticide training and testing, supervisor training, HR training classes

Pesticide training/testing	\$615
HR/Supervisor training	<u>\$800</u>
Total	\$1,415

01-5117-365 MAINTENANCE AGREEMENTS

Pond maintenance for ponds at City Park and Chisholm Trail Park.

Pond maintenance	<u>\$9,348</u>
Total	\$9,348



DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
PERSONAL SERVICES					
5118-101 Regular Employees	653,365	681,266	390,971	597,956	695,362
5118-102 Extra Help	246,163	383,776	181,697	277,890	383,776
5118-103 Overtime	39,393	41,000	38,025	58,157	39,250
5118-106 Expense Allowance	0	0	0	0	2,400
5118-108 Employee Group Insurance	92,257	105,262	58,713	89,797	111,291
5118-110 Unemployment Insurance	4,923	2,450	3,036	4,643	2,450
5118-112 Employee Retirement	108,415	105,431	60,243	92,137	111,431
5118-113 FICA (Social Security)	70,986	85,884	47,969	73,364	86,398
5118-117 Employee Dental Insurance	6,465	9,426	5,369	9,426	8,700
5118-121 Sick Leave Buy Back	7,376	16,624	7,547	7,547	11,000
TOTAL PERSONAL SERVICES	1,229,343	1,431,119	793,571	1,210,916	1,452,058
MATERIALS AND SUPPLIES					
5118-201 Office Supplies	414	1,400	653	1,120	1,400
5118-202 Duplication/Computer Suppl	233	300	0	0	250
5118-205 Nondurable Supplies	220	500	228	390	400
5118-206 Building Maintenance Suppl	437	400	0	0	400
5118-207 Chemicals	10,197	9,500	4,175	9,500	11,000
5118-208 Publications and Periodical	135	175	105	105	140
5118-209 Recreational Supplies	0	300	0	200	300
5118-210 Landscaping Supplies	1,673	2,000	0	2,000	2,000
5118-213 Food Supplies	34,375	32,006	18,341	33,500	30,000
5118-213-C Pool Concessions	0	0	0	0	7,000
5118-217 Wearing Apparel	150	1,750	534	1,500	1,500
5118-218 Protective Clothing/Safety	150	250	0	200	250
5118-220 Medical Supplies	87	200	0	200	200
5118-221 Public Educational Supplies	300	300	0	300	300
TOTAL MATERIALS AND SUPPLIES	48,370	49,081	24,036	49,015	55,140
SERVICES AND CHARGES					
5118-302 Buildings	16,006	17,692	1,865	10,000	17,000
5118-311 Signs	100	400	0	0	200
5118-315 Office Equipment	0	200	0	0	300
5118-316 Furniture,Fixtures & Misc F	956	1,200	0	800	1,000
5118-317 Durable Tools	445	500	0	500	500
5118-318 Motor Vehicles/Small Equip	246	250	0	200	250
5118-321 Air Conditioning and Heatin	43	400	0	400	400
5118-322 Playground/Swimming Pool	1,366	2,500	555	2,500	4,000
5118-331 Travel Expense	237	500	0	0	500
5118-340 Postage and Shipping	250	600	0	200	300
5118-345 Advertising	0	400	0	400	400

DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
5118-346 Rentals and Leases	2,791	5,000	1,506	3,100	3,500
5118-349 Printing	3,935	4,000	2,518	4,000	4,000
5118-354 Assoc Memberships & Conf	1,970	2,000	1,150	1,971	2,000
5118-356 Training	725	1,000	0	700	1,000
5118-361 Refunds	923	800	535	917	1,000
5118-365 Maintenance Agreements	4,465	4,000	1,975	4,200	4,500
5118-367 Pool and Concession Sales	5,062	5,000	4,662	5,000	5,500
5118-376 Licensing	250	300	100	171	250
5118-377 Licenses	450	600	200	343	500
5118-380 Park & Rec Activities/Progr	18,042	25,000	12,784	25,000	28,000
TOTAL SERVICES AND CHARGES	58,260	72,342	27,850	60,403	75,100
TOTAL RECREATION FACILITIES	1,335,973	1,552,542	845,457	1,320,334	1,582,298

01-5118-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>
Superintendent III	1		1
Management Consult./Sales	1		1
Supervisor III	0	3	3
Facility Supervisor III	1	-1	0
Athletic Coordinator	1		1
Special Event Supervisor	1	-1	0
Special Event Assistant	1		1
Rec Coordinator	0	2	2
Rec Leader I	2	-2	0
Rec Leader	0	3	3
Rec Aide Full-Time	3	-3	0
DRC Supervisor	1	-1	0
DRC Assistant	1		1
DRC Receptionist	1		1
Total	14	0	14

01-5118-102 PART-TIME/SEASONAL EMPLOYEES

Includes salary for Part-time/Seasonal employees:

<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>
Part-Time Rec Aides	32		32
Pool Seasonal	38		38
Part-Time Special Instructors	8		8
Seasonal All Year	5		5
Seasonal Summer Only	10		10
Total	93	0	93

01-5118-213 FOOD SUPPLIES

Facilities provide coffee to morning participants everyday. Plates and eating utensils are used for programs and meetings. Sugar, creamer, stir straws are needed as well. The DRC feeds 90-120 people lunch on a daily basis. It's a good balance of quality and economy in meal preparation. Pool concessions are purchased at Sam's and are reasonably priced for patrons. Items such as pretzels, pizza and candy are sold. Drinks are purchased from Coca-cola. Drinks are served in 16oz cups and are dispersed by fountain system.

01-5118-331 TRAVEL EXPENSE

Mileage reimbursement for ORPS Conference. Overnight stays for Training purposes.

01-5118-345 ADVERTISING

Promotional ads for placed in newspapers, websites, banners, and digital signage.

01-5118-346 RENTALS AND LEASING

Entrance rugs reduce the risk of slip injuries and cuts down on debris into main lobby. Dust mops are used to clean gym surfaces and must be cleaned regularly. When table linens are used for a rental, we are compensated by the renter.

Table linens for events, rentals		\$2,000
Dust mops and Rugs		\$1,500
	Total	\$3,500

01-5118-349 PRINTING

Activity Brochure printed 3 times a year. Winter/Spring, Summer, and Fall. 1500 copies each printing.

01-5118-354 ASSOCIATION MEMBERSHIPS AND CONFERENCE REGISTRATIONS

Professional development. ORPS memberships - Conference registrations

\$45 per membership x 13		\$585
\$75 - \$225 per registration		\$1,415
	Total	\$2,000

01-5118-356 TRAINING

Our training opportunities include: The Oklahoma Recreation and Park Society Annual State Conference (classes in all areas of parks, recreation, special events and administration), Southwest Park and Training Institute (classes in parks management and recreation management), Canadian Valley Vo-Tech (computer classes), Francis Tuttle Vo-Tech (computer classes), and national workshops offered locally by Skill Path and Fred Pryor (management, leadership, supervisory, personnel issues.)

Excel, word, misc. computer		\$200
Customer Service, leadership		\$400
Pool operations		\$400
	Total	\$1,000

01-5118-365 MAINTENANCE AGREEMENTS

Pool Maintenance Yearly inspections, startup of both pools and winterization of both pools.

01-5118-380 P&R ACTIVITIES/PROGRAMS

Basic program equipment - Materials would include some snack products, sporting equipment, toys, games, etc. and program supplies.

Kids Camps - Field trip costs, supplies, etc. for kids camps held in summer, fall break and winter break.

Leagues - shirts, trophies, equipment and supplies for all sports leagues.

Equipment for Open Recreation - basketball, volleyball, board games, weight equipment, pool tables, kickballs, dodgeballs, scooters, ping pong, badminton, soccer, tennis, etc.

Organized programs at the DRC - Decorations and supplies for Senior programs.

Basic program equipment		\$11,000
Kids camps		\$5,500
Leagues		\$4,000
Equipment for open recreation		\$5,000
Organized programs at the DRC		\$2,500
	Total	\$28,000



DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
PERSONAL SERVICES					
5121-101 Regular Employees	281,638	318,071	181,224	277,166	337,739
5121-102 Extra Help	2,792	7,275	8,132	12,438	18,720
5121-103 Overtime	19,559	19,000	17,769	27,176	19,000
5121-108 Employee Group Insurance	42,811	47,346	26,052	39,844	50,321
5121-110 Unemployment Insurance	1,137	1,050	253	1,050	1,050
5121-112 Employee Retirement	46,924	52,047	29,635	45,324	55,334
5121-113 FICA (Social Security)	21,289	26,055	15,107	23,105	27,608
5121-117 Employee Dental Insurance	2,961	4,350	2,482	4,350	4,350
5121-121 Sick Leave Buy Back	3,155	3,515	3,321	3,321	4,150
TOTAL PERSONAL SERVICES	422,267	478,709	283,976	433,774	518,272
MATERIALS AND SUPPLIES					
5121-201 Office Supplies	638	500	0	500	500
5121-202 Duplication/Computer Suppl	300	300	0	300	300
5121-204 Fuel, Oil and Lubricants	162,501	225,000	91,148	227,127	225,000
5121-205 Nondurable Supplies	257	1,000	46	500	1,000
5121-206 Building Maintenance Suppl	1,692	3,500	1,011	2,500	3,500
5121-213 Food Supplies	0	0	379	758	700
5121-217 Wearing Apparel	1,251	2,000	1,030	2,165	2,200
5121-218 Protective Clothing/Safety	1,091	3,000	809	1,826	3,000
5121-220 Medical Supplies	0	200	0	200	200
5121-223 Welding Supplies	2,220	5,000	1,521	4,500	5,000
5121-224 Meals/Supplies for Prisoner	1,300	3,500	596	596	0
TOTAL MATERIALS AND SUPPLIES	171,249	244,000	96,541	240,972	241,400
SERVICES AND CHARGES					
5121-302 Buildings	360	6,000	292	6,000	6,000
5121-316 Furniture, Fixtures, Misc.	280	200	0	314	200
5121-317 Durable Tools	4,837	7,750	617	6,000	7,500
5121-318 Motor Vehicles/Small Equip	86,186	118,000	47,834	115,000	120,000
5121-321 Air Conditioning and Heatin	0	1,000	257	440	1,000
5121-323 Inspection Fees for Propert	50	225	0	50	50
5121-324 Fuel Pump/Generator Repa	1,643	4,000	32	2,800	4,000
5121-331 Travel Expense	0	0	463	728	0
5121-340 Postage and Shipping	0	100	0	25	100
5121-347 Special Services	207	575	93	93	0
5121-354 Assoc. Memberships & Con	0	500	0	0	500
5121-356 Training	1,190	2,500	233	1,682	2,500
5121-377 Licenses	125	300	100	150	300
5121-378 Vehicle Tags	633	500	21	35	500
TOTAL SERVICES AND CHARGES	95,510	141,650	49,940	133,317	142,650
CAPITAL IMPROVEMENT					
5121-421 Machinery, Tools, Misc Equ	0	4,000	0	4,000	0
TOTAL CAPITAL IMPROVEMENT	0	4,000	0	4,000	0
TOTAL FLEET MAINTENANCE	689,027	868,359	430,457	812,063	902,322

01-5121-101

REGULAR EMPLOYEES

Includes salary for Full time employees:

<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>
Superintendent II	0	1	1
Superintendent	1	-1	0
Mechanic III	1	1	2
Mechanic II	2	-1	1
Office Coordinator II	0	1	1
PW Office Coordinator	1	-1	0
Secretary III	0	1	1
Secretary II	1	-1	0
Total	<u>6</u>	<u>0</u>	<u>6</u>

01-5121-102

PART-TIME/SEASONAL EMPLOYEES

Includes salary for PPWP workers, per contract

01-5121-204

FUEL, OIL AND LUBRICANTS

Unleaded and Diesel fuel (with additive) and CNG for all City Vehicles except Water/Sewer & Sanitation. Bulk oil atf, starter fluid, PS fluid, windshield wiper fluid are all taken out of here. The orange user and red fuel key replacements come out of this account and purchased through Hoidale

01-5121-318

MOTOR VEHICLES/SMALL EQUIPMENT PARTS & SUPPLIES

Repair to all city vehicles and small equipment repair except Water/Wastewater & Sanitation to include batteries, tires, all types of filters, brake shoes, rotors, alignments etc. A lot of items have gone up this year as in insurance deductibles, tires, batteries, alternators and brakes.

01-5121-324

FUEL PUMP AND GENERATOR REPAIR

Nozzles, hoses, fuses for the fuel pumps and parts to repair the Garage generators.

01-5121-354

ASSOCIATION MEMBERSHIPS & CONFERENCE REGISTRATIONS

Memberships and Conferences to OPFMA (Oklahoma Public Fleet Mgmt Assoc.)

OPFMA	\$60.00
OPFMA-Conference	<u>\$225.00</u>
Total	<u>\$285.00</u>

01-5121-356

TRAINING

Training pertaining to supervisory classes, CNG, AC Freon Training/Recovery, CDL Training, Customer Service for office personnel and basic computer software classes

Miscellaneous training	<u>\$2,500.00</u>
Total	<u>\$2,500.00</u>



DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
PERSONAL	Budgeted in Police Dept FY 16-17				
5122-101 Regular Employees	0	102,726	62,352	95,361	108,654
5122-103 Overtime	0	5,500	2,778	4,249	5,500
5122-108 Employee Group Insurance	0	17,190	10,172	15,558	19,919
5122-110 Unemployment	0	350	58	350	350
5122-112 Employee Retirement	0	16,656	10,344	15,820	18,333
5122-113 FICA (Social Security)	0	8,525	4,718	7,215	8,993
5122-117 Employee Dental Insurance	0	1,450	846	1,450	1,450
5122-119 Cleaning Allowance	0	1,200	900	1,200	1,200
5122-121 Sick Leave Buyback	0	3,206	1,674	1,674	3,400
TOTAL PERSONAL	0	156,803	93,842	142,877	167,799
MATERIALS AND SUPPLIES					
5122-201 Office Supplies	0	100	0	85	100
5122-202 Duplication/Computer Suppl	0	50	0	0	50
5122-207 Chemicals	0	100	0	75	100
5122-212 Animal Food	0	2,000	1,454	3,450	3,500
5122-217 Wearing Apparel	0	1,200	416	1,050	1,200
TOTAL MATERIALS AND SUPPLIES	0	3,450	1,870	4,660	4,950
SERVICES AND CHARGES					
5122-302 Buildings	0	1,000	95	800	1,000
5122-315 Office Equipment	0	100	0	0	100
5122-316 Furniture, Fixtures & Misc	0	500	19	250	500
5122-317 Durable Tools	0	1,000	354	700	1,000
5122-318 Motor Vehicles	0	500	0	0	500
5122-321 Air Conditioning and Heating	0	750	354	600	750
5122-330 Medical Expenses-Employe	0	1,200	0	0	1,200
5122-340 Postage and Shipping	0	100	0	0	100
5122-358 Medical Services (non-Emp)	0	2,000	2,003	3,250	5,600
5122-361 Refunds	0	250	0	0	250
5122-365 Maintenance Agreements	0	2,500	0	0	2,500
TOTAL SERVICES AND CHARGES	0	9,900	2,825	5,600	13,500
TOTAL ANIMAL CONTROL	0	170,153	98,537	153,137	186,249

01-5122-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>
Animal Control	2		2
Total	2		2

01-5122-119 CLEANING ALLOWANCE

Quarterly cleaning of uniforms for two Animal Control Officers

01-5122-212 ANIMAL FOOD

Increase due to number of animals picked up and held over for court.

01-5122-358 MEDICAL SERVICES (NON-EMPLOYEES)

Due to number of injured animals and housed animals needing medical attention.



03 - SINKING FUND
FY 2018-2019

ESTIMATES ONLY - COUNTY EXCISE BOARD MEETS SEPTEMBER 2018

REVENUE

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 Actual Revenue	2017-2018 Projected Actual Rev	2018-2019 Projected Revenue
41000	Beginning Balance	0	0	0	0	0
42170	Property Tax - Current	766,620	985,000	691,271	801,271	850,000
42180	Property Tax - Prior	7,853	14,480	2,558	5,058	22,800
48110	Interest	1,094	1,000	4,353	4,953	7,000
	TOTAL REVENUE	775,566	1,000,480	698,182	811,282	879,800

EXPENDITURES

Account	Account Name	2016-2017 Actual Expenditures	2017-2018 Current Budget	2017-2018 Actual Expenditures	2017-2018 Projected Expenditures	2018-2019 Proposed Budget
5101-390	Bank Fees and Charges	480	480	1,356	2,035	2,500
5101-595	2015 Series GO Bonds-Principle	700,000	885,000	685,000	685,000	675,000
5101-596	2015 Series GO Bonds- Interest	230,000	115,000	216,000	216,000	202,300
	TOTAL EXPENDITURES	930,480	1,000,480	902,356	903,035	879,800

PURPOSE OF FUND

Restricted use by **Ordinance #1141** passed and approved on February 3, 2004; **Ordinance #1159** passed and approved on December 7, 2004; **Ordinance #1187** passed and approved on December 13, 2005

Refunding authority by **Resolution #2015-05** passed and approved on May 5, 2015.

AUTHORITY TO ESTABLISH SINKING FUND

A continuing annual tax sufficient to pay the interest on said Bonds when due and for the purpose of providing a sinking fund with which to pay the principal of said Bonds when due shall be and is hereby ordered levied upon all taxable property in said City, in addition to all other taxes. Said Tax shall be and is hereby ordered certified, levied and extended upon the rolls and collected by the same officers, in the same manner and at the same time as the taxes for general purposes in each of said years are certified, levied, extended and collected; that all funds derived from said tax shall be placed in said sinking fund which, together with any interest collected on same, shall be irrevocably pledged to the payment of the interest on and principal of said Bonds when and as the same fall due.

PURPOSE OF GENERAL OBLIGATION BOND REVENUES

Whereas, on the 9th day of December, 2003, pursuant to notice given, an election was held in the City of Yukon, Oklahoma (the "City"), for the purpose of submitting to the registered qualified voters the question of the issuance of general obligation bonds of said City, which election included the following propositions: (i) \$9,125,000 to provide for street improvements; (ii) \$1,500,000 to provide for bridge improvements; (iii) \$1,375,000 to provide for water system improvements, and (iv) \$1,000,000 to provide for sanitary sewer system improvements, all pursuant to Article 10, Section 27 of the Constitution of the State of Oklahoma.

ACCOUNT DETAIL

5101-560 BOND SERVICES FEES

Paying Agent service fees for the General Obligation Bonds.

5101-593 GO SERIES PRIN PAYMENT 04,05,06

This account no longer used - GO Bonds refinanced June 2015.

5101-594 GO SERIES INT. PAYMENT 04,05,06

This account no longer used - GO Bonds refinanced June 2015.

5101-595 2015 SERIES GO BONDS-PRINCIPLE

Principle payments made for 2015 Series General Obligation Bond (GO Bond Series 2004, 2005 and 2006 refinanced.)

5101-596 2015 SERIES GO BONDS-INTEREST

Interest payments made for 2015 Series General Obligation Bond (GO Bond Series 2004, 2005 and 2006 refinanced.)



36 - SALES TAX CAPITAL IMPROVEMENT/DEBT SERVICE FUND REVENUE
 FY 2018-2019

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 YTD Actual (Feb 2018)	2017-2018 Projected Revenue	2018-2019 Proposed Revenue
	MISCELLANEOUS					
48110	Interest	226	180	659	879	892
48210	Loan Proceeds	380,000	0	0	0	0
48612	Sales Tax Revenue	3,876,559	3,948,718	2,895,160	4,342,740	4,451,308
48613	Use Tax Revenue	0	0	301,175	451,762	463,056
48614	Dedicated Sales Tax Revenue '07	1,292,186	1,316,239	965,053	1,447,580	1,483,769
48615	Transfer from Other Funds	0	0	0	0	180,000
48850	Transfer - In From Sanitation	276,624	0	0	0	0
48870	Transfer - In From Water&Sewer	425,382	0	0	0	0
	TOTAL REVENUE	6,250,977	5,265,137	4,162,047	6,242,961	6,579,026



FY 2018-2019 Budget
36 - Sales Tax Capital Improvement

SALES TAX CIP/DEBT SERVICE

DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL AS OF 3/20/18	PROJECTED YEAR END	
CAPITAL IMPROVEMENT					
5501-403 Cap. Improvements-Park Main		0	0	0	29,374
5501-405 Cap. Improvements-Fire	0	0	0	0	40,968
5501-408 Cap. Improvements-Library	0	0	0	0	40,000
5501-411 Cap. Improvements-Police	373,294	0	81,668	0	43,784
5501-412 Cap. Improvements-Prop. M	0	0	0	0	81,434
5501-415 Cap. Improvements-Recreati	0	0	0	0	20,000
5501-419 Cap. Improvements-Streets	0	0	0	0	62,500
5501-423 Cap. Improvements-Technol	0	0	0	0	233,150
5501-470 Cap. Improvements-Water&S	0	0	0	0	292,000
5501-471 Cap. Improvements-Sanitatic	0	0	0	0	125,000
5501-473 Cap. Improvements-Stormwa	0	0	0	0	244,000
TOTAL CAPITAL IMPROVEMENT	373,294	0	81,668	0	1,212,210
CONTINGENCY AND TRANSFERS					
5501-601 Contingency	264,962	43,326	201,150	225,000	103,216
5501-601-5 Revenue Bond Trustee Fees	7,500	6,000	2,000	6,000	6,000
5501-606 Debt Service- Master Lease	270,857	0	0	0	0
5501-607 Debt Service- San Equip Lea	276,624	0	0	0	0
5501-608 Debt Service - 2012 Revenue	718,861	720,148	540,248	720,422	724,000
5501-609 Debt Service- Arvest Equip L	272,747	63,089	54,918	71,103	7,600
5501-610 Debt Service YMA 2013 Rev	938,730	940,214	704,209	938,308	940,000
5501-611 Debt Service 2015A Rev Bor	1,151,864	1,151,672	862,430	95,153	1,152,000
5501-612 Debt Service 2015B Rev Bor	1,134,316	1,134,856	852,657	1,137,057	1,140,000
5501-614 Debt Service-BancFirst	154,485	151,800	13,225	13,225	0
5501-615 Debt Svc - Santander Eq Le	281,502	0	0	0	0
5501-616 Debt Service-YNB	48,294	209,100	118,141	184,650	150,000
5501-617 Debt Service-2017 Rev Bonc	0	300,000	204,707	278,480	300,000
5501-618 Debt Service-2017B Rev Bor	0	0	142,590	205,035	264,000
5501-619 Debt Service-2018 Rev Bonc	0	0	0	0	250,000
5501-620 Debt Service-RCB Bank	0	0	0	0	280,000
5501-650 City Match for Grant Fund	14,960	544,932	2,005	50,000	50,000
TOTAL CONTINGENCY AND TRANSFERS	5,535,701	5,265,137	3,698,281	3,924,434	5,366,816
TOTAL SALES TAX CAPITAL IMPROVEMENTS	5,908,995	5,265,137	3,779,949	3,924,434	6,579,026



38 - HOTEL/MOTEL TAX FUND
FY 2018-2019

REVENUE

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 YTD Actual (Feb 2018)	2017-2018 Projected Revenue	2018-2019 Proposed Revenue
48110	Interest	149	100	.127	254	250
48800	Hotel/Motel Tax	330,611	336,198	263,483	395,225	405,654
48810	Sale of Promotional Items	2,095	2,100	6,304	6,304	6,000
	TOTAL REVENUE	332,854	338,398	269,914	401,783	411,904

PURPOSE OF FUND

Restricted use by **Ordinance #1224** passed and approved on June 3, 2008.

Section 105-114:

Levied Amount. There is hereby levied and imposed an excise tax of five percent (5.0%) upon the gross proceeds or gross receipts derived from all rent for every occupancy of a room or rooms in a hotel in this City. (With noted exemptions.)

Section 105-133:

Use Of Funds. One Hundred Percent (100%) of all taxes collected pursuant to the provisions of this Article shall be set aside and used exclusively for the purpose of encouraging, promoting and fostering economic development, convention, tourism and parks and recreation for the City of Yukon. The funds may be used for the employment of personnel, purchase or lease of assets, pledge for indebtedness or to fund contracts for services as the City Council may deem appropriate in furtherance, of the purposes set forth herein. The City Council shall determine on a yearly basis the apportionment and distribution of the room tax funds. Each year, a review will be conducted on the prior year's use of funds subsequent to distribution.



DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
MATERIALS AND SUPPLIES					
38-5501-205 NonDurable Supplies	0.00	250	0	250	15,000
38-5501-225 Promotional Items	0.00	250	0	250	250
TOTAL MATERIALS AND SUPPLIES	0.00	250	0	250	15,250
SERVICES AND CHARGES					
38-5501-331 Travel Expense	0.00	0	0	0	5,500
38-5501-345 Advertising	4,402.06	5,000	5,131	5,331	55,500
38-5501-349 Printing	0.00	2,500	0	0	2,500
38-5501-354 Assoc. Memberships & Conf. Reg.	0.00	0	0	0	4,500
38-5501-356 Training	0.00	0	0	0	1,000
38-5501-366 Contingency-Hotel/Motel Tax	11,316.20	40,000	10,460	14,000	60,000
38-5501-381-103 Fest&Events/Birthday Bash	965.69	1,500	0	1,600	0
38-5501-381-104 Fest&Events-Rock the Route	41,929.52	65,000	59,835	59,835	80,000
TOTAL SERVICES AND CHARGES	58,613.47	114,000	75,426	80,766	209,000
TRANSFERS					
38-5501-601 Transfer to General Fund	150.00	0	0	0	0
TOTAL TRANSFERS	150.00	0	0	0	0
Fund Balance	376,180.00	188,248	0	0	137,904
TOTAL TOURISM & EVENTS	434,943	302,498	75,426	81,016	362,154

38-5501-205	NONDURABLE SUPPLIES		
	Banner replacement		
	Winter Banners	6,700	
	Fall Banners	1,600	
	Summer Banners	<u>6,700</u>	
			15,000
38-5501-225	PROMOTIONAL ITEMS		
	This expense includes additional flash drives as well as other promotional items		
38-5501-331	TRAVEL EXPENSE		
	This expense includes airline, mileage, hotel accommodations, meals, etc. for tourism events, conferences, etc.		
38-5501-345	ADVERTISING		
	Includes the cost of advertising for the following events:		
	Rock the Route Concert	2,500	
	Miscellaneous advertising	2,500	
	FCMA Marketing Package	40,000	
	Oklahoma Tourism	10,000	
	Route 66	<u>500</u>	
	Total		55,500
38-5501-349	PRINTING		
	Cost of printing brochures, promotional materials, etc.		
38-5501-354	ASSOC. MEMBERSHIPS & CONF. REG.		
	Includes memberships to tourism organizations and conference registration to tourism conferences		
	OTIA Membership	300	
	FCMA Membership	350	
	3CMA Membership	450	
	Sister Cities International	450	
	3CMA Annual Conf. Registr.	350	
	Adobe Summit Conf. Registr.	<u>2,600</u>	
	Total		4,500
38-5501-356	TRAINING		
	Includes training for graphic		
38-5501-366	CONTINGENCY - HOTEL/MOTEL TAX		
	Includes emergencies or non-budgeted items		

FESTIVALS AND EVENTS

38-5501-381-104	ROCK THE ROUTE CONCERT		
	Host a concert on historic Route 66 with food trucks. Sponsors will be solicited to offset expenses.		
	Entertainment	57,000	
	Stage/Audio Equipment rental	10,000	
	Advertising	4,000	
	Shirts	2,000	
	Insurance rider for Concert	1,000	
	Porta potty rental	1,000	
	Hotel accommodations/food for Bands	1,000	
	Professional Photographer/Videographer	2,000	
	Miscellaneous supplies	<u>2,000</u>	
	Total		80,000



FY 2018-2019 BUDGET
 38-Hotel/Motel Tax Fund

ECONOMIC DEVELOPMENT

DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018		2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	
MATERIALS AND SUPPLIES				
38-5502-201 Office Supplies	0	250	0	200
38-5502-202 Duplication/Computer St	0	50	0	50
38-5502-208 Publications & Periodic	0	500	0	500
38-5502-213 Food Supplies	0	250	0	250
TOTAL MATERIALS AND SUPPLIES	0	1,050	0	1,000
SERVICES AND CHARGES				
38-5502-331 Travel Expense	2,859	7,500	1,257	18,450
38-5502-340 Postage and Shipping	0	0	0	0
38-5502-347 Special Services	6,163	4,000	0	5,000
38-5502-348 Consultant Fees	0	15,000	0	15,000
38-5502-349 Printing	0	2,500	0	2,500
38-5502-354 Assoc Memberships & C	2,110	3,850	2,125	5,800
38-5502-356 Training	0	2,000	0	2,000
TOTAL SERVICES AND CHARGES	11,132	34,850	3,382	48,750
TOTAL ECONOMIC DEVELOPMENT	11,132	35,900	3,382	49,750

38-5502-331	TRAVEL EXPENSE	
	Travel expenses for various conferences including ICSC Texas Conference, ICSC's RECON, IEDC Conference, as well as business lunch or dinner meetings	
38-5502-347	SPECIAL SERVICES	
	Update market profile data and other services to bring development to Yukon.	
38-5502-348	CONSULTANT FEES	
	This includes attorney fees from the Center of Economic Development Law for legal support/counsel services for the extension of TIF	
38-5502-349	PRINTING	
	Cost of printing envelopes, stationary, brochures, etc.	
38-5502-354	ASSOCIATION MEMBERSHIPS AND CONFERENCE REGISTRATIONS	
	Includes memberships and conference registrations for staff and three council members.	
	ICSC Membership	400
	IEDC Membership	700
	ISCS Red River States Conf. Reg	250
	ICSC Recon Registration	2,950
	IEDC Conf. Registration	<u>1,500</u>
		5,800
38-5502-356	TRAINING	
	Allows for training classes in regards to Economic Development	



62 - CIP-O&G; HWY & STREETS
 FY 2018-2019

REVENUE

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 Actual Revenue	2017-2018 Projected Actual Rev	2018-2019 Projected Revenue
46162	Oil & Gas Receipts	3,471	3,000	4,650	5,000	5,000
46163	Cost Sharing Proceeds-OKC Es	0	0	0	0	0
48109	Interest Earned-OKC Escrow	0	2	0	0	0
48110	Interest	65	60	39	54	60
	TOTAL REVENUE	3,536	3,062	4,689	5,054	5,060

EXPENDITURES

Account	Account Name	2016-2017 Actual Expenditures	2017-2018 Current Budget	2017-2018 Actual Expenditures	2018-2019 Projected Expenditures	2018-2019 Proposed Expenditures
5162-503	Capital Imp. (Oil & Gas)	0	0	0	0	0
	Fund Balance	3,536	3,062	4,689	5,054	5,060
	TOTAL EXPENDITURES	3,536	3,062	4,689	5,054	5,060

SOURCE OF REVENUE

Includes payments for Royalty Interests owned by the City from Oil and Gas wells. Previously included Funds received from the City of Oklahoma city for street improvements for NW 10th, Mustang Rd (Yukon Pkwy) and Piedmont Rd (Hwy 4.)

ACCOUNT DETAIL

5162-503 Capital Imp. (Oil & Gas)

Includes Capital Improvement projects. No projects planned this fiscal year.



64 - SPECIAL REVENUE SUMMARY

FY 2018-2019

	100 Personal Services	200 Materials and Supplies	300 Services and Charges	400 Capital Outlay	500 Debt Service	600 Contingency / Transfers	Total
Retiree Insurance	0	0	4,000	0	0	0	4,000
Special Events	4,500	0	151,485	0	0	0	155,985
Main Street	0	0	0	0	0	0	0
Recreation Special Revenue	0	0	6,250	0	0	0	6,250
Parks & Events Special Revenue	0	0	44,140	0	0	5,200	49,340
Insurance & Misc Reimbursement	0	0	25,000	0	0	0	25,000
Library State Aid	7,700	8,750	1,200	2,000	0	0	19,650
Library Special Revenue	0	0	8,200	19,800	0	14,200	42,200
Fire Dept Special Revenue	0	0	6,000	0	0	0	6,000
Police Dept Special Revenue	0	0	41,405	0	0	21,617	63,022
GENERAL FUND TOTAL	12,200	8,750	287,680	21,800	0	41,017	371,447
						Total Projected Revenue	371,447

The 64 Fund budget is different than the other funds within the City of Yukon. It is almost completely comprised of accounts that operate functionally as funds unto themselves. This is because they generally have dedicated revenue streams that by statute or contract can only be used for certain purposes. For this reason they are segregated from the General Fund.

None of these series of accounts can spend money until there are specific funds from their dedicated revenue streams received. This budget is an estimate but many of the accounts will fluctuate greatly year to year (i.e. it is hard to know the amount of insurance reimbursement or FEMA declared emergency reimbursement funds that the City will receive in any given year.)

While not as specific as the budget for other funds, This budget can still be helpful in getting a broad picture of the financial health of the City.



64 - SPECIAL REVENUE FUND REVENUE
FY 2018-2019

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 Actual Revenue	2017-2018 Projected Revenue	2018-2019 Proposed Revenue
SPECIAL REVENUE						
45001	GF Res. Emergency Transfers	0	0	0	0	0
45003	Transfer from Police PEST	0	0	0	0	0
461101	Homeland Sec Grant # 35.67	0	0	0	0	0
46118	Special Events	158,203	150,000	81,872	153,679	155,985
46121	Miscellaneous Reimbursement	3,739	0	2,086	3,576	0
461221	Insurance- Delta Dental	121	0	423	725	0
461228	Insurance Retirees	0	0	0	0	0
461229	Insurance Contingency	1,994	2,315	3,155	3,637	4,000
46142	Insurance Reimb. Revenue	66,264	20,000	8,342	17,540	25,000
46143	Mabel Fry Contr- Rent	554	0	810	1,350	1,200
461431	Mabel Fry Contr- Books	15,556	0	13,839	16,607	15,000
46144	State Aid Revenue	17,241	15,000	1,732	18,449	19,650
46145	Library - ALA Grant	980	0	0	0	0
46146	Library Special Revenue	24,900	25,000	775	25,962	26,000
461591	State Seizures Revenue	11,184	6,000	0	0	0
461592	Federal Seizures Revenue	0	20,000	11,500	19,500	15,000
46163	Surety Jail	2,355	3,000	780	1,356	2,500
461631	Drug and Alcohol	7,995	7,000	4,790	8,231	8,600
46164	911 Revenue	9,757	10,200	2,354	8,319	9,300
46165	Support of Org-Fire Rescue	1,250	1,800	900	3,650	3,300
46167S	Shop With a Cop Donations	8,458	8,500	6,176	7,501	8,500
46168	Police Training Revenue	15,974	5,000	12,267	18,847	17,506
46169	PD Community Relations	1,979	1,500	190	281	1,600
461741	CI Revenue	560	1,000	0	0	0
46180	Yukon Rotary Club-Vest Donatid	10,350	0	0	0	0
46181	Honor Guard Donations	2,950	2,000	0	0	0
MISCELLANEOUS						
48110	Interest- CI Account	1	1	1	1	1
481101	Interest Earned - DEA	19	25	9	12	15
48111	Transfer from other Funds	175,000	0	0	0	0
48167	FEMA Reimbursement	0	0	0	0	0
482690	Park Events Sales Tax Collected	0	0	0	0	0
482699	Pennies for Parks	23	100	64	80	50
482700	Park Friends - Concessions	152	150	0	150	150
482701	Park Special Revenue	0	0	7,274	18,311	19,000
482702	Park Friends Revenue	50,315	25,000	10,447	25,848	30,000
482704	Recreation Friends Revenue	0	6,250	5,475	5,475	6,250
482709	Start Cash-Pools/Freedom Fest	140	640	140	140	140
482823	Main Street Program Revenue	1,893	2,500	871	871	0
482824	Spring Stroll Revenue	0	0	0	0	0
482825	Yukon's Best Car Show Revenue	0	0	0	0	0
48701	Transfer from General Fund	0	0	0	0	0
48990	Appropriated Fund Balance	0	0	0	0	2,700
TOTAL REVENUE		589,906	312,981	176,271	360,098	371,447



REVENUE

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 Projected Actual Rev	2018-2019 Proposed Revenue
461229	Insurance Contingency	1,994	2,315	3,637	4,000
TOTAL REVENUE		1,994	2,315	3,637	4,000

EXPENDITURES

Account	Account Name	2016-2017 Actual Expenditures	2017-2018 Current Budget	2017-2018 Projected Expenditures	2018-2019 Proposed Expenditures
SERVICES AND CHARGES					
5122-366	Contingency	1,994	2,315	3,637	4,000
TOTAL SERVICES AND CHARGES		1,994	2,315	3,637	4,000
TOTAL EXPENDITURES		1,994	2,315	3,637	4,000

SOURCE OF REVENUES

Premiums and fees received for Retiree and/or COBRA dental.

ACCOUNT DETAIL

5122-366 CONTINGENCY
This account used for any Retiree Insurance; paid only when corresponding Revenue account receives funds.



REVENUE

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 Projected Actual Rev	2018-2019 Proposed Revenue
46118	Special Events	158,203	150,000	153,679	155,985
46120	Spec Events - Bricks	0	0	0	0
TOTAL REVENUE		158,203	150,000	153,679	155,985

EXPENDITURES

Account	Account Name	2016-2017 Actual Expenditures	2017-2018 Current Budget	2017-2018 Projected Expenditures	2018-2019 Proposed Expenditures
PERSONAL SERVICES					
5123-113	FICA	3,073	0	0	0
5123-113-116	FICA	0	4,100	4,076	4,500
TOTAL SERVICES AND CHARGES		3,073	4,100	4,076	4,500
SERVICES AND CHARGES					
5123-381	Special Events	111,146	81,510	70,000	86,485
5123-381-116	Christmas Bonus	13,569	64,390	61,701	65,000
TOTAL SERVICES AND CHARGES		124,714	145,900	131,701	151,485
TOTAL EXPENDITURES		127,788	150,000	135,777	155,985

SOURCE OF REVENUES

The City has contracts with AT&T, Sprint, Verizon and T-Mobile to lease space for their antennas atop our water towers. These lease payments are deposited into Special Events by contract. Also includes event shirt sales.

ACCOUNT DETAIL

- 5123-381 SPECIAL EVENTS
This account used for Christmas in the Park displays, supplies, etc; Freedom Fest supplies and entertainment and other special events for the City.
- 5123-381-116 CHRISTMAS BONUS
This account used for Employee Christmas bonuses.



REVENUE

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 Projected Actual Rev	2018-2019 Proposed Revenue
482823	Main Street Program Revenue	1,893	2,500	871	0
TOTAL REVENUE		1,893	2,500	871	0

EXPENDITURES

Account	Account Name	2016-2017 Actual Expenditures	2017-2018 Current Budget	2017-2018 Projected Expenditures	2018-2019 Proposed Expenditures
SERVICES AND CHARGES					
5125-366	Main Street Program	2,186	2,500	0	0
TOTAL SERVICES AND CHARGES		2,186	2,500	0	0
TOTAL EXPENDITURES					
TOTAL EXPENDITURES		2,186	2,500	0	0

SOURCE OF REVENUES

The Main Street program maintains a booth at the Main Street Marketplace. Proceeds from the sales at that booth are deposited here. Those funds are then used to purchase merchandise for re-sell at the booth.

ACCOUNT DETAIL

- 5125-366 MAIN STREET PROGRAM
This account used for merchandise to sell at the Main Street booth at the Main Street Marketplace.
- 5125-381-101 SPRING STROLL
This account no longer used.
- 5125-381-102 YUKON'S BEST CAR SHOW
This account no longer used.



REVENUE

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 Projected Actual Rev	2018-2019 Proposed Revenue
482704	Recreation Friends Revenue	0	6,250	5,475	6,250
TOTAL REVENUE		0	6,250	5,475	6,250

EXPENDITURES

Account	Account Name	2016-2017 Actual Expenditures	2017-2018 Current Budget	2017-2018 Projected Expenditures	2018-2019 Proposed Expenditures
SERVICES AND CHARGES					
5127-380	Recreation Friends	5,725	6,250	5,450	6,250
TOTAL SERVICES AND CHARGES		5,725	6,250	5,450	6,250
TOTAL EXPENDITURES		5,725	6,250	5,450	6,250

SOURCE OF REVENUES

Flag Football participants pay \$25 each at sign-up to pay for uniforms. Approximately 250 kids participate annually.

ACCOUNT DETAIL

5127-380 RECREATION FRIENDS
This account includes the purchase of Flag Football Uniforms \$25 each.



REVENUE

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 Projected Actual Rev	2018-2019 Proposed Revenue
482699	Pennies for Parks	23	100	80	50
482700	Park Friends - Concessions	152	150	150	150
482701	Park Special Revenue	0	0	18,311	19,000
482702	Park Friends Revenue	50,315	25,000	25,848	30,000
482703	LC Taylor Park Development	0	0	0	0
482709	Start Cash-Pools/Freedom Fest	140	640	140	140
	TOTAL REVENUE	50,630	25,890	44,529	49,340

EXPENDITURES

Account	Account Name	2016-2017 Actual Expenditures	2017-2018 Current Budget	2017-2018 Projected Expenditures	2018-2019 Proposed Expenditures
SERVICES AND CHARGES					
5128-380-101	Park Special Revenue	0	0	0	0
5128-380-102	Misc Park Special Revenue	0	0	0	0
5128-380-110	Park Friends	34,770	20,000	52,608	40,000
5128-380-112	Park Friends (Reynolds)	1,695	1,000	7,102	4,000
5128-380-115	Park Friends - Benches	0	0	0	0
5128-380-150	Lewis C Taylor Park Develop	0	0	0	0
5128-380-195	Start Up Petty Cash	140	640	140	140
	TOTAL SERVICES AND CHARGES	36,605	21,640	59,850	44,140
	Fund Balance	0	4,250	0	5,200
	TOTAL EXPENDITURES	36,605	21,640	59,850	49,340

SOURCE OF REVENUES

Event sponsorships, memory benches, special memorials, park enhancement, special concessions & various miscellaneous donations.

ACCOUNT DETAIL

- 5128-380-101 PARK SPECIAL REVENUE
This is for special donations for the parks

- 5128-380-102 MISC PARK SPECIAL REVENUE
This account no longer used.

- 5128-380-110 PARK FRIENDS
This account used for various expense for Park programs, events and supplies.

- 5128-380-112 PARK FRIENDS (REYNOLDS)
This account used for various expense for Park programs, events and supplies.

- 5128-380-115 PARK FRIENDS - BENCHES
This account no longer used.

- 5128-380-150 LEWIS C TAYLOR PARK DEVELOPMENT
This account no longer used.

- 5128-380-195 START UP PETTY CASH
This account used for start-up cash for the swimming pool gates and concessions.



REVENUE

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 Projected Actual Rev	2018-2019 Proposed Revenue
46142	Insurance Reimbursement Revenue	66,264	20,000	17,540	25,000
TOTAL REVENUE		66,264	20,000	17,540	25,000

EXPENDITURES

Account	Account Name	2016-2017 Actual Expenditures	2017-2018 Current Budget	2017-2018 Projected Expenditures	2018-2019 Proposed Expenditures
SERVICES AND CHARGES					
5142-366-101	Insurance Reimbursement	31,715	18,000	107,726	22,000
5142-366-191	Misc Reimbursements	7,209	2,000	2,443	3,000
TOTAL SERVICES AND CHARGES		38,924	20,000	110,169	25,000
TOTAL EXPENDITURES		38,924	20,000	110,169	25,000

SOURCE OF REVENUES

Funds received from filing of insurance claims after city buildings, property, vehicles and equipment have been lost, stolen or damaged. Also includes revenue from miscellaneous reimbursements that are subsequently paid out.

ACCOUNT DETAIL

- 5142-366-101 INSURANCE REIMBURSEMENT
This account used to pay for repairs when City buildings, vehicles, equipment or property has been damaged and insurance funds have been received.
- 5142-366-191 MISC REIMBURSEMENTS
This account used for any miscellaneous reimbursements; paid only when corresponding Revenue account receives funds.



64 - SPECIAL REVENUE
FY 2018-2019

LIBRARY STATE AID

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 Projected Actual Rev	2018-2019 Proposed Revenue
	Beginning Balance		5,000		
46144	State Aid Revenue	17,241	15,000	18,449	19,650
	TOTAL REVENUE	17,241	20,000	18,449	19,650

EXPENDITURES

Account	Account Name	2016-2017 Actual Expenditures	2017-2018 Current Budget	2017-2018 Projected Expenditures	2018-2019 Proposed Expenditures
PERSONAL SERVICES					
5144-102	State Aid-P/T Employee	2,261	8,398	7,296	7,200
5144-110	State Aid-Unemployment Ins	0	175	0	0
5144-113	State Aid-FICA (Social Sec)	173	643	558	500
	TOTAL PERSONAL SERVICES	2,434	9,216	7,855	7,700
MATERIALS AND SUPPLIES					
5144-201	State Aid-Office Supplies	521	0	825	850
5144-208	State Aid-Publications and Periodica	1,426	1,500	1,426	1,400
5144-221	State Aid-Public Education	6,079	3,784	6,712	6,500
5144-222	State Aid-Record Supplies	0	0	0	0
	TOTAL MATERIALS AND SUPPLIES	8,025	5,284	8,963	8,750
SERVICES AND CHARGES					
5144-316	State Aid-Furniture, Fixtures, and Mi	0	0	0	0
5144-331	State Aid-Travel Expenses	0	0	200	200
5144-340	State Aid-Postage	0	0	500	500
5144-354	State Aid-Assoc Memberships & Conf	0	0	0	0
5144-376	State Aid-Licensing	470	500	494	500
	TOTAL SERVICES AND CHARGES	470	500	1,194	1,200
CAPITAL IMPROVEMENT					
5144-424	State Aid-Books	2,984	5,000	2,698	2,000
	TOTAL CAPITAL IMPROVEMENT	2,984	5,000	2,698	2,000
	TOTAL EXPENDITURES	13,913	20,000	20,709	19,650

SOURCE OF REVENUES

Annual State Aid Grant from Oklahoma Department of Libraries

ACCOUNT DETAIL

- 5144-102 STATE AID-P/T EMPLOYEE
P/T Employee paid from State Aid funds
- 5144-201 STATE AID-OFFICE SUPPLIES
Office supplies purchased from State Aid funds.
- 5144-208 STATE AID-PUBLICATIONS AND PERIODICALS
This account used to purchase Magazines for the Library from State Aid Funds.
- 5144-221 STATE AID-PUBLIC EDUCATION
This account used to purchase program supplies from State Aid Funds.
- 5144-222 STATE AID-RECORD SUPPLIES
This account used to purchase book processing supplies from State Aid Funds.
- 5144-316 STATE AID-FURNITURE, FIXTURES AND MISC FURNISHINGS
This account no longer used.
- 5144-331 STATE AID-TRAVEL EXPENSES

This account used for travel expenses to ODOL workshops and conferences paid from State Aid Funds.
- 5144-340 STATE AID-POSTAGE
This account used for postage for Overdue notices and Inter-Library Loan shipping costs purchased from State Aid Funds.
- 5144-354 STATE AID-ASSOC MEMBERSHIPS & CONF REG
This account used for registration expenses to ODOL workshops and conferences purchased from State Aid Funds.
- 5144-376 STATE AID-LICENSING
This account used for the Annual Movie Licensing expense.
- 5144-424 STATE AID-BOOKS
This account used to purchase books for the collection from State Aid Funds.



64 - SPECIAL REVENUE
FY 2018-2019

LIBRARY SPECIAL REVENUE

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 Projected Actual Rev	2018-2019 Proposed Revenue
	Beginning Balance		4,500		0
46143	Mabel Fry Contr - Rent	554	0	1,350	1,200
461431	Mabel Fry Contr - Books	15,556	0	16,607	15,000
46145	Library - ALA Grant	980	0	0	0
46146	Library Special Revenue	24,900	25,000	25,962	26,000
	TOTAL REVENUE	25,880	29,500	43,919	42,200

EXPENDITURES

Account	Account Name	2016-2017 Actual Expenditures	2017-2018 Current Budget	2017-2018 Projected Expenditures	2018-2019 Proposed Expenditures
PERSONAL SERVICES					
5146-102	Library Spec Rev-P/T Employee	2,255	8,398	5,901	0
5146-110	Library Spec Rev-Unemployment Ins	0	175	0	0
5146-113	Library Spec Rev-FICA (Social Sec)	172	643	451	0
	TOTAL PERSONAL SERVICES	2,427	9,216	6,352	0
MATERIALS AND SUPPLIES					
5146-221	Library Spec Rev-Educ Materials	1,569	0	0	0
	TOTAL MATERIALS AND SUPPLIES	1,569	0	0	0
SERVICES AND CHARGES					
5146-354	Library Spec Rev-Travel/Conf Exp	0	0	0	0
5146-366-101	Can County Educ Fac Authority	16,496	14,284	4,238	4,200
5146-366-102	MCFPL Contribution Expenses	1,385	1,000	1,837	4,000
	TOTAL SERVICES AND CHARGES	17,880	15,284	6,075	8,200
CAPITAL IMPROVEMENT					
5146-424-102	MCFPL Books	8,169	5,000	11,568	19,800
	TOTAL CAPITAL IMPROVEMENT	8,169	5,000	11,568	19,800
	Fund Balance				14,200
	TOTAL EXPENDITURES	30,046	29,500	23,994	42,200

SOURCE OF REVENUES

Oklahoma Humanities Council \$1,000, Canadian County Educational Facilities Authority \$23,400

ACCOUNT DETAIL

- 5146-102 LIBRARY SPEC REV-P/T EMPLOYEE
P/T Employee paid from Canadian County Education Facilities Authority Grant funds.
- 5146-221 LIBRARY SPEC REV-EDUCATION SUPPLIES
This account used to purchase program supplies for Science, Technology, Engineering & Math (STEM) with library fines, fees and donations.
- 5146-354 LIBRARY SPEC REV-TRAVEL/CONFERENCE EXPENSES
This account used to pay travel and conference expenses.
- 5146-366-101 CAN COUNTY EDUC FAC AUTHORITY
Grant from Canadian County Education Facilities Authority; purchases only made when corresponding Revenue account receives funds.
- 5146-366-102 MCFPL-CONTRIBUTION EXPENSES
This account includes various library and program expenses from donations to the library and grant funds received from Let's Talk About It, Oklahoma.
- 5146-424 LIBRARY SPEC REV-BOOKS
This account no longer used.
- 5146-424-101 CHILDREN'S READING TRUST
This account no longer used.
- 5146-424-102 MCFPL-BOOKS
This account used to purchase books for the collection from donated or grant funds.



REVENUE

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 Projected Actual Rev	2018-2019 Proposed Revenue
	Beginning Balance		1,200		2,700
46165	Support of Org-Fire Rescue	1,250	1,800	3,650	3,300
	TOTAL REVENUE	1,250	3,000	3,650	6,000

EXPENDITURES

Account	Account Name	2016-2017 Actual Expenditures	2017-2018 Current Budget	2017-2018 Projected Expenditures	2018-2019 Proposed Expenditures
SERVICES AND CHARGES					
5165-356	Support of Org -Fire Rescue	3,897	3,000	2,675	6,000
5165-405	Homeland Sec Grant#450-065	0	0	0	0
	TOTAL SERVICES AND CHARGES	3,897	3,000	2,675	6,000
	TOTAL EXPENDITURES	3,897	3,000	2,675	6,000

SOURCE OF REVENUES

Tuition received from other agencies for two Blue Card Command classes taught by Kyle Trumbly.

ACCOUNT DETAIL

- 5165-356 SUPPORT OF ORG-FIRE RESCUE
This account used to purchase training program supplies, food supplies, speaker expenses, etc.
- 5165-405 HOMELAND SEC GRANT #450-065
This account no longer used



64 - SPECIAL REVENUE
FY 2018-2019

POLICE DEPT SPECIAL REVENUE

REVENUE

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 Projected Actual Rev	2018-2019 Proposed Revenue
461591	State Seizures Revenue	11,184	6,000	0	0
461592	Federal Seizures Revenue	0	20,000	19,500	15,000
46163	Surety Jail	2,355	3,000	1,356	2,500
461631	Drug and Alcohol	7,995	7,000	8,231	8,600
46164	911 Revenue	9,757	10,200	8,319	9,300
46167S	Shop With a Cop Donations	8,458	8,500	7,501	8,500
46168	Police Training Revenue	15,974	5,000	18,847	17,506
46169	PD Community Relations	1,979	1,500	281	1,600
461741	CI Revenue	560	1,000	0	0
46180	Yukon Rotary Club-Vest Donations	10,350	0	0	0
46181	Honor Guard Donations	2,950	2,000	0	0
48110	Interest- CI Account	1	1	1	1
481101	Interest Earned - DEA	19	25	12	15
TOTAL REVENUE		71,582	64,226	64,047	63,022

EXPENDITURES

Account	Account Name	2016-2017 Actual Expenditures	2017-2018 Current Budget	2017-2018 Projected Expenditures	2018-2019 Proposed Expenditures
EQUIPMENT MAINTENANCE					
5167-347-101	State Seizures	4,306	3,500	1,584	1,500
5167-347-102	Federal Seizures	17,546	10,000	2,286	1,905
5167-347-103	Drug and Alcohol Fee	4,015	2,500	1,509	1,400
5167-356	Support of Org-PD Training	15,319	10,000	20,869	21,000
5167-357	Support of Org.- Surety Jail	1,276	1,500	421	1,800
5167-360	Support of Org-PD Comm Relat	1,192	1,000	912	800
5167-366	Support of Org. - 911	7,685	5,000	5,259	5,000
5167-367	Yukon Rotary Club-Vest Donations	10,350	0	0	0
5167-368	Honor Guard Expenses	2,826	1,500	0	0
5167-381-150	CI Account	100	500	0	0
5167-381-170	Shop with a Cop	7,294	8,500	7,999	8,000
5167-381-195	McNatt Rebate	0	0	0	0
TOTAL EQUIPMENT AND MAINTENANCE		71,908	44,000	40,839	41,405
DEBT SERVICE					
5167-560	Transfer to GF from Fed Seizures	12,311	0	17,546	21,617
TOTAL DEBT SERVICE		12,311	0	17,546	21,617

	Fund Balance		20,226		0
	TOTAL EXPENDITURES	84,219	64,226	58,384	63,022

SOURCE OF REVENUES

Seizure funds distributed by Federal and State Agencies; Jail/Drug & Alcohol/Training fees from citations; Donations to fund various programs (i.e., Shop With a Cop, Yukon Rotary Club) Honor Guard members have received donations to send three officers to National Police Week in Washington, DC.

ACCOUNT DETAIL

- 5167-347-101 STATE SEIZURES
This account used for Officer training and program supplies.
- 5167-347-102 FEDERAL SEIZURES
This account used for training equipment, radar equipment, supplies and police department improvements.
- 5167-347-103 DRUG AND ALCOHOL FEE
This account used for Officer training and program supplies.
- 5167-356 SUPPORT OF ORG-PD TRAINING
This account used for Officer training and related expenses.
- 5167-357 SUPPORT OF ORG-SURETY JAIL
This account used for jail supplies and repairs.
- 5167-360 SUPPORT OF ORG-PD COMMUNITY REL
This account used for memorials, awards, receptions and various activity expenses.
- 5167-366 SUPPORT OF ORG--911
This account used for supplies,repairs, expenses, CAD/Messenger and IACP software maintenance for the Communications Center in the Police Department.
- 5167-367 YUKON ROTARY CLUB - VEST DONATIONS
Donation from Yukon Rotary Club for Protective vests.
- 5167-368 HONOR GUARD EXPENSES
Travel expenses to send three (3) officers to National Police Week in Washington, DC.
- 5167-381-130 POLICE ACADEMY ALUMNI
This account used for Citizen's Police Academy Alumni expenses, program supplies, etc.
- 5167-381-150 CI ACCOUNT
This account used for undercover operations.
- 5167-381-170 SHOP WITH A COP
This account used to pay expenses for the Shop With A Cop program.



71 - SANITATION ENTERPRISE FUND REVENUE
FY 2018-2019

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 YTD Actual (Feb 2018)	2017-2018 Projected Revenue	2018-2019 Proposed Revenue
	SANITATION ENTERPRISE					
46119	Transfer Station Collections	64,308	54,309	36,221	54,331	55,146
46120	Sanitation Collections	1,988,784	2,012,980	1,333,940	2,000,910	2,195,212
46121	Extra Pick Up	6,227	5,622	4,473	6,709	6,810
46124	County Fee	26,128	25,935	17,272	25,908	26,296
46126	Transfer Fees	2,470	3,027	1,115	1,673	1,698
46130	Recycling Pick-Up	1,200	1,218	800	1,200	1,218
46131	Roll-Off Fees	0	0	0	0	0
46132	Recycling	41,137	25,928	24,670	37,005	37,560
		2,130,254	2,129,019	1,418,490	2,127,735	2,323,939
	SPECIAL REVENUES					
48111	Transfer from Other Funds	35,000	0	0	0	0
48121	Replacement Green Carts	0	0	0	0	0
48250	Miscellaneous	100	100	200	200	200
48850	Transfer from General Fund	10,998	0	0	0	0
		46,098	100	200	200	200
	TRANSFERS-IN					
48706	PEST Transfer- Gen Employee	0	0	0	0	15,216
		0	0	0	0	15,216
	TOTAL REVENUE	2,176,352	2,129,119	1,418,690	2,127,935	2,339,355



DEPARTMENTAL EXPENDITURES		2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
			CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
PERSONAL SERVICES						
5301-101	Regular Employees	497,009	556,172	314,481	480,971	590,232
5301-103	Overtime	22,487	19,500	28,066	42,924	20,500
5301-108	Employee Group Insurance	81,702	89,844	48,981	74,912	95,246
5301-117	Unemployment Insurance	2,542	2,100	818	2,100	2,100
5301-112	Employee Retirement	83,163	90,797	46,707	71,435	92,798
5301-113	FICA (Social Security)	40,132	44,337	25,182	38,514	46,872
5301-117	Employee Dental Insurance	6,284	8,700	4,664	8,700	8,700
5301-121	Sick Leave Buy-Back	3,770	3,893	4,376	4,376	4,475
TOTAL PERSONAL SERVICES		737,089	815,343	473,276	723,932	860,923
MATERIALS AND SUPPLIES						
5301-201	Office Supplies	344	400	133	333	400
5301-202	Duplication/Computer Suppl	0	300	90	215	300
5301-204	Fuel, Oil and Lubricants	73,767	80,000	38,176	93,460	95,000
5301-205	Nondurable Supplies	202	450	226	387	450
5301-206	Building Maintenance Suppl	115	400	0	0	0
5301-207	Chemicals	49	200	0	0	200
5301-213	Food Supplies	166	0	106	212	200
5301-217	Wearing Apparel	3,558	4,300	2,772	4,095	4,500
5301-218	Protective Clothing/Safety	3,625	3,500	2,847	3,500	3,500
5301-219	Disposal Costs	343,963	340,000	199,118	337,073	340,000
5301-220	Medical Supplies	68	100	0	100	100
5301-223	Welding Supplies	0	500	0	291	500
TOTAL MATERIALS AND SUPPLIES		425,857	430,150	243,467	439,665	445,150
SERVICES AND CHARGES						
5301-302	Buildings	1,891	2,000	1,841	1,841	2,000
5301-317	Durable Tools	0	2,000	99	1,000	1,000
5301-318	Motor Vehicles/Small Equip	75,538	85,000	38,951	88,791	95,000
5301-321	Air Condition and Heating S	474	500	0	0	500
5301-323	Inspections Prop/Equip	0	200	0	0	0
5301-327	Cart and Dumpster Repair	1,680	3,500	3,710	3,720	3,500
5301-331	Travel Expense	0	200	0	150	200
5301-332	Tuition Reimbursement	0	0	0	0	2,500
5301-340	Postage and Shipping	20	40	0	0	40
5301-341	Telephones, Internet Servic	1,920	2,016	960	1,680	2,016
5301-346	Rentals & Leases	3,563	8,800	12,363	14,163	8,800
5301-349	Printing	5,012	5,000	1,818	3,177	5,000
5301-354	Assoc Memberships & Conf	417	1,630	212	1,350	1,630
5301-356	Training	272	1,870	233	400	1,870

DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
5301-362 Judgments and Damages	11,563	0	0	0	0
5301-365 Maintenance Agreements	7,301	8,620	8,834	8,834	9,300
5301-377 Licenses	1,237	626	207	354	1,000
5301-378 Vehicle Tags	0	0	20	20	50
TOTAL SERVICES AND CHARGES	110,888	122,002	69,246	125,479	134,406
CAPITAL IMPROVEMENT					
5301-430 Carts and Dumpsters	54,598	0	2,446	33,375	0
TOTAL CAPITAL IMPROVEMENT	54,598	0	2,446	33,375	0
TRANSFERS					
5301-601 Transfer to General Fund	485,000	761,624	571,218	761,624	761,624
5301-603 Transfer to 36 ST CIP	276,624	0	0	0	0
TOTAL TRANSFERS	761,624	761,624	571,218	761,624	761,624
Fund Balance	0	0	0	0	137,252
TOTAL SANITATION	2,090,055	2,129,119	1,359,652	2,084,076	2,339,355

71-5301-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>
Superintendent III		1	1
Superintendent	1	-1	0
Driver IV	0	1	1
Supervisor/Driver	1	-1	0
Driver III	0	2	2
Sanitation Driver III	2	-2	0
Driver II	0	3	3
Sanitation Driver II	3	-3	0
Driver I	0	3	3
Sanitation Driver I	3	-3	0
Laborer II	1		1
Secretary II	1		1
Total	12	0	12

71-5301-331 TRAVEL EXPENSE

Meals for four to attend Oklahoma Chapter of Solid Waste Association of North America (SWANA) symposium.

71-5301-354 ASSOCIATION MEMBERSHIPS & CONFERENCE REGISTRATIONS

Oklahoma Chapter of Solid Waste Association of North America (SWANA) symposium \$175 each (4X), SWANA membership renewal (1X) \$200, SWANA certification renewal for Manager of Transfer Station Systems \$250, Oklahoma Recycling Association (OKRA) membership \$25, OKRA conference \$40 each (2X), and Keep Oklahoma Beautiful (KOB) membership \$150.

SWANA membership	\$200
SWANA symposium registration	\$700
OK Recycling Association membership	\$25
OKRA conference registration	\$80
Keep Oklahoma Beautiful Affiliate dues	\$150
Other membership/conference registration	\$475
Total	\$1,630

71-5301-356 TRAINING

DEQ waste exclusion training (WEP) \$30 each (4X), Occupational Safety and Health Administration (OSHA) HAZWHOPER training and certification in hazardous material handling \$500 each (2X).

DEQ Waste Exclusion Program training	\$120
SWANA certification renewal	\$250
HAZWHOPER training	\$1,000
MACK software training	\$500
Total	\$1,870

71-5301-365 MAINTENANCE AGREEMENTS

Desert Micro Annual Software Maintenance. This software is used for tracking and servicing routes. This is handled by the Technology Department.

Desert Micro Maintenance	\$9,300
Total	\$9,300

71-5301-430 CARTS AND DUMPSTERS

Poly carts for second cart request and replacement carts, event carts for Czech Day, Freedom Fest, Iron Thistle, Chisolm Trail Festival etc. 2yd to 8yd FEL dumpsters to make corrections to existing route and use at **new businesses**. If we get another Front end loader truck, we will change out servicable rear loading locations with front loading dumpsters

Carts/Dumpsters	\$25,000
Dumpster change out	<u>\$25,000</u>
Total	\$50,000



73 - STORMWATER ENTERPRISE FUND REVENUE
 FY 2018-2019

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 YTD Actual (Feb 2018)	2017-2018 Projected Revenue	2018-2019 Proposed Revenue
	STORMWATER ENTERPRISE					
46180	Unfunded Mandate	245,728	250,000	163,122	252,576	256,365
46190	OKC Hazardous Waste	1,450	1,200	1,239	1,859	1,887
46195	SW Land Disturbance	140	100	115	115	115
		247,318	251,300	164,477	254,550	258,367
	TRANSFERS-IN					
48110	Interest Earned	89	100	45	90	100
48706	PEST Transfer- Gen Employees	0	0	0	0	2,973
		89	100	45	90	3,073
	Appropriated Fund Balance					170,395
	TOTAL REVENUE	247,407	251,400	164,522	254,640	431,835



DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
PERSONAL SERVICES					
5401-101 Regular Employees	100,807	103,821	61,197	93,595	109,141
5401-103 Overtime	0	1,000	0	0	1,000
5401-108 Employee Group Insurance	13,559	15,120	8,150	12,465	15,243
5401-110 Unemployment Insurance	371	350	94	350	350
5401-112 Employee Retirement	17,148	15,255	9,071	13,873	16,754
5401-113 FICA (Social Security)	7,594	7,942	4,624	7,073	8,349
5401-117 Employee Dental Insurance	1,088	1,450	846	1,450	1,450
TOTAL PERSONAL SERVICES	140,567	144,938	83,981	128,805	152,287
MATERIALS AND SUPPLIES					
5401-201 Office Supplies	160	600	99	450	600
5401-202 Duplication/Computer Suppl	1,353	4,000	0	2,000	4,000
5401-204 Fuel, Oil and Lubricants	473	3,000	4,134	700	3,000
5401-205 Nondurable Supplies	0	1,000	0	0	1,000
5401-207 Chemicals	0	500	0	0	500
5401-208 Publications and Periodical	0	500	0	0	500
5401-211 Training Supplies	0	500	0	0	500
5401-213 Food Supplies	476	1,200	139	900	1,200
5401-214 Investigative/Illustrative	122	1,000	0	0	1,000
5401-217 Wearing Apparel	413	600	0	0	600
5401-218 Protective Clothing/Safety	272	500	500	1,400	2,000
5401-221 Public Educational Supplies	1,090	3,000	0	2,000	3,000
TOTAL MATERIALS AND SUPPLIES	4,358	16,400	4,873	7,450	17,900
SERVICES AND CHARGES					
5401-302 Buildings	0	500	0	0	500
5401-311 Signs and Markers	0	1,000	0	700	1,000
5401-315 Office Equipment/Furnishing	195	500	0	0	500
5401-316 Furniture/Fixtures/Misc. Fu	721	600	0	0	600
5401-317 Durable Tools	0	500	0	0	500
5401-318 Motor Vehicle Parts and Sup	230	1,500	0	600	1,500
5401-323 Inspection Fee for Property	0	34	0	0	34
5401-328 Document Destruction	154	500	108	184	700
5401-331 Travel Expense	538	4,000	1,064	1,825	4,000
5401-340 Postage	0	1,500	0	0	1,500
5401-345 Advertising	1,691	3,000	530	2,500	3,000
5401-347 Special Services	1,462	3,000	1,027	1,900	3,000
5401-348 Consultant Fees	7,427	47,000	0	16,746	47,000
5401-349 Printing	0	1,000	0	0	1,000
5401-354 Assoc. Membership/Conf R	1,500	3,000	510	874	3,000
5401-355 Legal	0	2,000	0	0	2,000

DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018			2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	YEAR-TO-DATE ACTUAL	PROJECTED YEAR END	
5401-356 Training	0	1,000	60	103	1,000
5401-365 Maintenance Agreements	4,185	5,504	2,560	4,388	5,164
5401-376 Licensing & Software	100	3,150	0	0	3,150
5401-377 Licenses	75	500	50	86	500
5401-379 Permits	848	2,000	0	0	2,000
TOTAL SERVICES AND CHARGES	19,126	81,788	5,909	29,906	81,648
TRANSFERS					
5401-602 Transfer to Other Funds	0	0	0	0	180,000
TOTAL TRANSFERS	0	0	0	0	180,000
TOTAL STORMWATER	164,051	243,126	94,763	166,161	431,835

73-5401-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

<u>Position</u>	<u>FY 17-18</u>	<u>Incr/Dec</u>	<u>FY 18-19 (Proposed)</u>
Stormwater Manager	1		1
GIS/GPS Spec	1		1
Total	2	0	2

73-5401-218 PROTECTIVE CLOTHING/SAFETY EQUIPMENT

Personal protective safety equipment such as steel toed boots or shoes, hard hats, rain gear, safety glasses, safety vests, gloves, etc. Safety equipment for Fire Department for spills of fuel and oil to include booms, absorbent pads & rollsand spill kits. This account increased to add these Fire Dept purchases.

Safety equipment for Fire Dept	\$1,500.00
Protective clothing and safety for Stormwater	\$500.00
Total \$	1,500.00

73-5401-311 SIGNS AND MARKERS

Stormwater signs and for the storm drain marking system, replacement and other informational signs and etc.

73-5401-331 TRAVEL EXPENSE

Expenses involving travel outside the City of Yukon by Stormwater Manager, Development Services Director or GIS Technician. Examples of expenses are air fare, highway tolls, meals, hotel/motel rooms, parking fees, and etc. Stormwater conference registrations (Annual EPA Region 6 MS4 conference, State offered training and ECON Nation Stormwater Conference), Floodplain conference registrations (Annual Fall and Spring OFMA Training Conferences and National ASFPM conference to earn CEU's to keep CFM certification). South Central ArcView Users Group (SCAUG) also includes the cost of local, state and national conferences.

MS4 Region Conference	airfare, lodging, meals	\$2,605.00
OFMA Conference (Fall)	lodging, meals	\$625.00
OFMA Conference (Spring)	lodging, meals	\$130.00
SCAUG (Regional)	airfare, lodging, meals, fuel	\$625.00
SCAUG (Oklahoma)	meals	\$15.00
Total		\$4,000.00

ADVERTISING

73-5401-345

Used for advertising special events like recycling days, booth space and stormwater PDA's that COSWA does as a group.

CONSULTANT FEES

73-5401-348

GIS consulting services for the mapping system: the subdivision layers to update, and "Regional Digital Orthophoto Images and Associated Data collection for 2019" with The Central Oklahoma Alliance of Government Agencies (COAGA). COAGA may be purchasing new aerials and planametrics in the early spring of 2019 which consists of updating our aerials, contours, centerline streets, building, sidewalks, impervious surfaces, paving, vegetation, etc. Also, water monitoring testing that is required for TMDL's and includes services of a professional for dry weather field monitoring.

73-5401-354 ASSOCIATION MEMBERSHIPS & CONFERENCE REGISTRATIONS

NPDES Permit requires attending training annually for at least two personal which is the Development Services Director, Stormwater Manager and GIS Technician: Stormwater conference registrations (Annual EPA Region 6 MS4 conference, State offered training and ECON Nation Stormwater Conference), Floodplain conference registrations (Annual Fall and Spring OFMA Training Conferences and National ASFPM conference to earn CEU's to keep CFM certification). South Central ArcView Users Group (SCAUG) also includes the cost of local, state and national conference registration fees. This includes the cost of professional association memberships on a local, state or national levels (OFMA membership and Stormwater).

MS4 Conference Registration	\$800.00
OFMA Conference Registration	\$400.00
OFMA Spring Conference	\$175.00
National ASFPM	\$625.00
ASFPM membership	\$150.00
Regional SCAUG Conf Registration	\$345.00
SCAUG Conference Registration	\$200.00
SCAUG membership	\$60.00
OFMA Membership	\$75.00
IECA Membership	\$170.00
Total	\$3,000.00

73-5401-356 TRAINING

Water monitoring and stormwater classes for Development Services, Stormwater Management and general employees. Includes the cost of tuition, fees, special books, etc. for employees participating in training. This also includes costs of on-site training expenses, meals, breaks and etc.

73-5401-365 MAINTENANCE AGREEMENTS

Maintenance for existing Software Programs and Hardware.

HP Z6200 Platter Care Pack (Expires in October)	\$877.00
HP Color Laserjet CP5225DN Care Pack Renewal (Oct 2017)	\$215.00
ArcGIS for Desktop Basic Single Use	\$420.00
HP T2300 Plotter/Scanner Care Pack (Expires in March)	\$1,065.00
CBI Systems-MS4 Web Maintenance-Year 5 of 5	\$1,200.00
GPS Pathfinder Office Software Maintenance-033036-00300	\$280.00
Terrasync Maintenance-installed on GeoXH 7X-521837-00110	\$280.00
Terrasync Maintenance - 604697-00110	\$280.00
Geo7X Series Hardware Maintenance SN:5513452473	\$342.00
Small HP 110 Plotter (Located at EOC) Care Pack	\$205.00
Total	\$5,164.00

73-5401-376 LICENSING & SOFTWARE

Adobe Acrobat Professional	\$400.00
ArcGIS Online Service Credits (2,500 Credits - \$250)	\$250.00
ESRI Publisher/ArcGIS Online Subscription	\$2,500.00
Total	\$3,150.00

73-5401-379 PERMITS

ODEQ Stormwater permits for the Stormwater Program.



74 - GRANT FUND REVENUE
FY 2018-2019

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 Actual Revenue	2017-2018 Projected Revenue	2018-2019 Proposed Revenue
46181	CDBG Grant Funds	49,349	159,260	0	0	71,791
48650	Homeland Security Grant	5,728	15,000	0	0	0
48660	ACOG CNG Grant	0	0	31,200	31,200	0
48686	Tourism & Rec Dept Land and Water	0	0	0	0	0
48687	Tourism & Rec Dept Trails Program C	185,002	0	137,050	137,050	324,169
48689	ACOG Transportation Alternatives P	0	460,587	0	0	100,187
48698	Union Pacific Foundation	17,000	0	0	0	0
48701	ODOT Transp Alternatives	0	0	0	0	135,990
48703	CENA-DRC Equip	6,088	0	0	0	0
48705	LWCF-Park Improvements	0	112,000	11,782	11,782	112,500
48706	OMAG Safety Enhancement Grant	785	0	0	0	0
48707	Misc Fire Grants	0	0	2,000	2,000	0
	TOTAL REVENUE	263,952	746,847	182,031	182,031	744,637



FY 2018-2019 BUDGET
74 -Grant Fund

GRANTS

DEPARTMENTAL EXPENDITURES	2016-2017 ACTUAL	2017-2018		2018-2019 REQUESTED BUDGET
		CURRENT BUDGET	Y-T-D ACTUAL	
CDBG GRANT				
5104-348-14 CDBG Year 14	105,543	0	0	0
5104-348-15 CDBG Year 15	0	0	0	0
5104-348-16 CDBG Year 16	0	79,260	902	0
5104-348-17 CDBG Year 17	0	80,000	1,052	71,791
TOTAL CDBG GRANT	105,543	159,260	0	71,791
PARK & RECREATION GRANTS				
5110-402 OTRD-Land&Water Conserv Fund	68,711	0	9,161	9,161
5110-403 OTRD-Recreation Trails Prog	126,359	0	57,778	57,778
5110-404 CENA-DRC Equip	5,500	0	0	0
5110-405 LWCF-Park Improvements	0	112,000	0	0
TOTAL PARK & RECREATION GRANTS	200,570	112,000	66,939	66,939
POLICE GRANTS				
5111-400 OHSO-PD Radar,OT pay	2,217	0	0	0
TOTAL POLICE GRANTS	2,217	0	0	0
FIRE GRANTS				
5112-401 Homeland Sec-FF Train/Equip	14,504	15,000	9,880	9,880
TOTAL FIRE GRANTS	14,504	15,000	9,880	9,880
FEMA GRANTS				
TOTAL FEMA GRANTS	0	0	0	0
EMERGENCY MGMT GRANTS				
5120-366 Contingency	124	0	0	0
TOTAL EMERGENCY MGMT GRANTS	124	0	0	0
ACOG GRANTS				
5132-401 ACOG Transp Alternatives Grant	0	460,587	0	0
TOTAL ACOG GRANTS	0	460,587	0	100,187
KEEP OK BEAUTIFUL GRANT				
TOTAL KEEP OK BEAUTIFUL GRANTS	0	0	0	0
TSET HEALTHY COMMUNITIES				
TOTAL TSET HEALTHY COMMUNITIES	0	0	0	0
ODOT Grant				
5135-400 ODOT Transp Alternatives	0	0	0	15,010
5135-401 ODOT Safe Routes to School	0	0	0	0
TOTAL ODOT GRANT	0	0	0	15,010
OTHER GRANTS				
CAPITAL IMPROVEMENT				
5136-218 OMAG Safety Enhancement Grant	785	0	0	785
5136-400 Union Pacific Foundation	99	17,000	16,901	16,901
TOTAL CAPITAL IMPROVEMENT	99	17,000	16,901	16,901
TOTAL OTHER GRANTS	99	17,000	16,901	16,901
*** TOTAL EXPENDITURES ***	330,841	763,847	93,720	109,782
				744,637

There are no guarantees that we will receive any revenue in this fund. However, due to the regular occurrence of revenue and expenditures in this fund, we have decided to include it in the budget in order to promote better transparency in fiscal year budgeting for the City.

CDBG GRANTS

5104-348-17 CDBG Year 17

Community Development Block Grant to be used for paving Cedar Avenue, Inla, Birch Street and 2nd Street.

PARK & RECREATION GRANTS

5110-403 OTRD-Recreation Trails Prog

Oklahoma Tourism and Recreation Department- Recreation Trails Program Grant for walking path and lights at Kimbell Park and Shell Creek Trail at the proposed Sports Park.

5110-405 LWCF-Park Improvements

Land & Water Conservation Fund Grant for a Splash Pad at Kimbell Park.

FIRE GRANTS

5112-401 Homeland Sec-FF Train/Equip

(OKOSH) Homeland Security Grant for Fire Department Blue Card Train the Trainer Certification and Boat Operator Course for each shift.

ACOG GRANTS

5132-400 ACOG-ODOT Transp Alternatives Grant

Association of Central Oklahoma Governments-ODOT-Transportation Alternatives Program Grant for a trail to Overholser along Route 66.

5132-401 ACOG-ODOT Safe Routes to School

Association of Central Oklahoma Governments-ODOT-Transportation Alternatives Program Grant for sidewalks. Sites include 10th street from Poplar to Yukon Ave, Yukon Ave to Holly, Poplar from 9th street east to Holly, other smaller segments included are around Myers, Shedeck, Parkland, Skyview/Lakeview and IES.



78 - YUKON PUBLIC EMPLOYEE LIMITED TAX (PELT)
 FY 2018-2019

REVENUE

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 Actual Revenue	2017-2018 Projected Actual Rev	2018-2019 Projected Revenue
42214	Sales Tax Revenue-Police	1,421,405	1,447,863	1,069,850	1,426,466	1,462,128
42215	Sales Tax Revenue-Fire	1,162,968	1,184,616	875,332	1,167,109	1,227,798
42216	Sales Tax Revenue-Gen Employee	1,292,186	1,316,239	972,591	1,296,788	1,329,207
48110	Interest Earned	0	0	0	0	0
48114	Interest Earned-Police	162	179	118	177	181
48115	Interest Earned-Fire	135	137	90	134	138
48116	Interest Earned-Gen Employees	152	158	104	156	159
	TOTAL REVENUE	3,877,008	3,949,192	2,918,083	3,890,829	4,019,612

EXPENDITURES

Account	Account Name	2016-2017 Actual Expenditures	2017-2018 Current Budget	2017-2018 Actual Expenditures	2017-2018 Projected Expenditures	2018-2019 Proposed Budget
5101-601-104	Transfers to GF from Police	1,081,103	1,279,910	853,273	1,279,910	1,279,910
5101-601-105	Transfers to GF from Fire	1,000,000	1,075,000	716,667	1,075,000	1,227,858
5101-601-106	Transfers to GF from Gen Employee	1,000,000	1,075,000	627,083	1,075,000	1,213,442
5101-601-110	Transfers to W&S - Gen Emp	0	0	0	0	24,633
5101-601-111	Transfers to San - Gen Emp	0	0	0	0	15,216
5101-601-112	Transfers to SW - Gen Emp	0	0	0	0	2,973
	Fund Balance-Police	340,464	168,132	216,694	146,733	182,399
	Fund Balance-Fire	163,102	109,753	158,755	92,243	78
	Fund Balance-Gen Employees	292,339	241,397	345,611	221,943	73,103
	TOTAL EXPENDITURES	3,877,008	3,949,192	2,918,083	3,890,829	4,019,612

PURPOSE OF FUND

Restricted use by **Ordinance #1135** passed and approved on December 16, 2003.

TAX RATE-SALES SUBJECT TO TAX

There is hereby levied an additional excise tax of three-fourths of one percent (3/4 of 1%) upon the gross proceeds or gross receipts derived from all sales taxable under the Oklahoma Sales Tax Code, including all items listed under the applicable sections of the Oklahoma Tax Code, as such may be amended from time to time.

PURPOSE OF REVENUES

The excise tax levied hereunder shall be expended for the following: Of the three-fourths of one percent (3/4 of 1%), thirty percent (30%) shall be expended providing competitive compensation and benefits for fire personnel, additional firefighting personnel, subject to collective bargaining agreement with the City of Yukon, and firefighting related equipment; thirty-six and two-thirds percent (36 2/3%) of the excise tax levied shall be expended providing competitive compensation and benefits for police personnel, additional commissioned police personnel, subject to collective bargaining agreement with the City of Yukon, and police related equipment; the remaining thirty-three and one-third percent (33 1/3%) shall be expended providing competitive compensation and benefits for all other full-time employees of the city, additional full-time employees and equipment.

ACCOUNT DETAIL

5101-601-104 TRANSFERS TO GF FROM POLICE

Transfer to the General Fund for Police related expenses as outlined in the ordinance and shall be expended providing competitive compensation and benefits for police personnel, additional commissioned police personnel, subject to collective bargaining agreement with the City of Yukon, and police related equipment.

5101-601-105 TRANSFERS TO GF FROM FIRE

Transfer to the General Fund for Fire related expenses as outlined in the ordinance and shall be expended providing competitive compensation and benefits for fire personnel, additional firefighting personnel, subject to collective bargaining agreement with the City of Yukon, and firefighting related equipment.

5101-601-106 TRANSFERS TO GF FROM GENERAL EMPLOYEES

Transfer to the General Fund for General Employee related expenses as outlined in the ordinance and shall be expended providing competitive compensation and benefits for all other full-time employees of the city, additional full-time employees and equipment.



79 - YUKON RESERVE SUPPORT FUND
FY 2018-2019

REVENUE

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 Actual Revenue	2017-2018 Projected Actual Rev	2018-2019 Projected Revenue
42110	Sales Tax Revenue	1,292,186	1,316,240	1,078,326	1,408,326	1,443,534
48110	Interest Earned	8,662	7,127	4,817	6,423	6,519
48600	Transfer from General Fund	0	0	479,303	479,303	0
TOTAL REVENUE		1,300,848	1,323,367	1,562,446	1,894,052	1,450,053

EXPENDITURES

Account	Account Name	2016-2017 Actual Expenditures	2017-2018 Current Budget	2017-2018 Actual Expenditure	2017-2018 Projected Expenditures	2018-2019 Proposed Budget
5101-601	Transfer to General Fund	0	0	0	0	496,803
	Fund Balance	1,300,848	1,326,367	1,562,446	1,894,052	953,250
TOTAL EXPENDITURES		1,300,848	1,326,367	1,562,446	1,894,052	1,450,053

PURPOSE OF FUND

Restricted use by Ordinance #1138 passed and approved on December 16, 2003.

TAX RATE-SALES SUBJECT TO TAX

There is hereby levied an additional excise tax of one-fourth of one percent (1/4 of 1%) upon the gross proceeds or gross receipts derived from all sales taxable under the Oklahoma Sales Tax Code, including all items listed under the applicable sections of the Oklahoma Tax Code, as such may be amended from time to time.

PURPOSE OF REVENUES

The excise tax levied hereunder shall be expended first to replenish and maintain the reserve account of the City of Yukon at a level equal to twenty-five percent (25%) of the previous years' revenues as determined by the City Council and the remainder, if any, to be deposited in the general fund of the City to be used and expended as may be determined by the City Council.

ACCOUNT DETAIL

5101-601 TRANSFER TO GENERAL FUND
Transfer to the General Fund of the overage required to maintain the reserve account.



82 - YUKON ECONOMIC DEVELOPMENT AUTHORITY (TIF)
 FY 2018-2019

REVENUE

Account	Description	2016-2017 Actual Revenue	2017-2018 Budgeted Revenue	2017-2018 Actual Revenue	2017-2018 Projected Actual Rev	2018-2019 Projected Revenue
42110	Sales Tax	227,393	238,524	144,208	192,278	197,085
48110	Interest	132	84	214	642	651
	TOTAL REVENUE	227,525	238,608	144,422	192,919	197,736

EXPENDITURES

Account	Account Name	2016-2017 Actual Expenditures	2017-2018 Current Budget	2017-2018 Actual Expenditure	2017-2018 Projected Expenditure	2018-2019 Proposed Budget
5101-300	Eligible TIF Reimbursement	0	0	0	0	0
	Fund Balance	227,525	238,608	144,422	192,919	197,736
	TOTAL EXPENDITURES	227,525	238,608	144,422	192,919	197,736

PURPOSE OF FUND

Restricted use by **Ordinance #1297** passed and approved on March 4, 2014.

ESTABLISHMENT OF TIF DISTRICT

The primary purpose of the Frisco Road Economic Development Project Plan is to improve the quality of life for citizens of the City of Yukon by authorizing the appropriate and necessary public support and assistance for the construction of an interchange at Frisco Road and Interstate 40, as well as the creation of an attractive viable commercial corridor south of Interstate 40 on and east of Frisco Road, all of which will stimulate private investment and development, attract new businesses, create new employment, and enhance the tax base; and establishing the creation of Increment District #1 (TIF.)

ACCOUNT DETAIL

48612 TRANSFER FROM GEN FUND-SALES TAX

The Revenue for this fund comes from Tax Increment District #1. The sales tax increment shall be the ninety percent (90%) of the City's two percent (2%) non-dedicated sales tax revenues (resulting in a one and eight-tenths percent (1.8%) effective incremental tax rate), ninety percent (90%) of the City's two percent (2%) non-dedicated use tax (also resulting in a one and eight-tenths percent (1.8%) effective incremental tax rate), and ninety percent (90%) of the City's five percent (5%) hotel occupancy tax (resulting in a four and a half percent (4.5%) effective incremental tax rate) generated by commercial transactions in Increment District No. 1

5101-300 ELIGIBLE TIF REIMBURSEMENT

The increment of sales taxes generated by Increment District No. 1 may be used to pay or finance eligible project costs authorized pursuant to Section VIII of the Project Plan. for a period not to exceed twenty-five (25) years, as provided by law, or the period required for the payment of up to \$37 Million of project costs authorized pursuant to Section VIII of the Project Plan, whichever is less.



PERSONNEL ASSIGNMENTS

LEGISLATIVE	4	EMERGENCY MANAGEMENT	1	REC & FACILITIES (cont'd)	
City Attorney	1	Emergency Manager/	1	Part-Time Rec Aides	32
Main Street Director/	1	P & C Insurance Coordinator		Pool Seasonal	38
Tourism Marketing Assoc.				Part-Time Special Instructors	8
PIO/Media Specialist	1	TECHNOLOGY	4	Seasonal (All Year)	5
Graphic Artist	1	Director	1	Seasonal (Summer Only)	10
		IT Assistant	2		
ADMINISTRATIVE	3	IT Tech	1	FLEET MAINTENANCE	6
City Manager	1			Superintendent II	1
Assistant City Manager	1	DEVELOPMENT SERVICES	11	Mechanic III	1
Exec. Administrative Assistant	1	Assistant to the City Manager	1	Mechanic II	2
		Inspector II	1	Office Coordinator II	1
FINANCE	4	Inspector I	1	Secretary III	1
City Clerk	1	Fire Inspector	1		
Deputy City Clerk	1	Code Enforcement II	1	ANIMAL CONTROL	2
City Treasurer	1	Code Enforcement I	1	Animal Control Officer	2
Deputy City Treasurer/	1	Office Coordinator	1		
Purchasing Agent		Permit/Licensing Clerk	2	WATER/WASTEWATER	10
		Clerk II	1	Public Works Director	1
FIRE	42	Grant Writer/Program Support	1	Superintendent II	1
Chief	1			Foreman	1
Assistant Chief	1	LIBRARY	10	Equipment Operator III	1
Battalion Chief	3	Librarian	1	Equipment Operator II	2
Training Officer/Major	1	Assistant Librarian	1	Locator	1
Captain	6	Library Associate	5	Laborer I	3
Sergeant	6	PT Circulation Clerk	1		
Corporal	17	Temporary PT Circulation Clerk	2	UTILITY BILLING	9
Fire Fighter	5			Supervisor V	1
Office Coordinator	1	PROPERTY MAINTENANCE	8	Utility Billing Specialist	1
P/T Clerk	1	Superintendent III	1	Clerk III	3
		Electrician I	1	Meter Reader/Cust Srvc Clk	1
POLICE DEPARTMENT	66	Laborer II	1	Meter Reader II	1
Chief	1	Laborer I	5	Meter Reader I	2
Assistant Chief	1				
Major	1	HUMAN RESOURCES	2	SANITATION	12
Captain	7	Human Resources Director	1	Superintendent III	1
Lieutenant	7	Risk Manager	1	Driver IV	1
Sergeant	21			Driver III	3
Patrol Officer	9	PARK ADMINISTRATION	2	Driver II	2
Office Coordinator	1	Park & Recreation Director	1	Driver I	3
Communications Supervisor	1	Secretary III	1	Laborer II	1
Communications Officer	12			Secretary II	1
Jailer/Property Room Tech	1	PARK MAINTENANCE	16		
Supervisor IV	1	Superintendent I	1	STORMWATER	2
Police Records Tech	3	Laborer III	2	Stormwater Manager	1
		Laborer II	3	GIS/GPS Specialist	1
STREET	14	Laborer I	5		
Asst. Public Works Director	1	Seasonal (Summer Only)	5	TOTAL EMPLOYEES	340
Superintendent II	1			Full-Time	238
Foreman	1	RECREATION & FACILITIES	107	Part-Time (29 hrs wk/52 wks)	34
Equipment Operator III	1	Superintendent III	1	Temp P/T (19 hrs wk/funding dep)	2
Equipment Operator II	1	Management Consultant/Sales	1	P/T Spec Instr (5 hrs wk/52 wks)	8
Equipment Operator I	2	Supervisor III	3	Seasonal (All Year)	5
PPWP Crew Leader	1	Athletic Coordinator	1	Seasonal (Summer Only)	53
Laborer II	2	Special Event Assistant	1		
Laborer I	4	Rec Coordinator	2		
		Rec Leader	3		
MUNICIPAL COURT	5	Activity Assistant	1		
Court Administrator	1	Receptionist	1		
Deputy Court Clerk	2				
Judicial Clerk	1				
Municipal Judge	1				



FY 2018-2019 BUDGET

FIRE PAY PLAN

Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12
Firefighter	37,889	39,783	41,773	43,861	46,055	48,366	50,775	53,314	55,979	57,378	58,813	60,284
	14.89	15.64	16.42	17.24	18.10	19.01	19.96	20.96	22.00	22.55	23.12	23.70
Corporal	46,836	49,177	51,636	54,218	56,930	59,776	62,765	65,903	69,198	70,927	72,701	74,520
	18.41	19.33	20.30	21.31	22.38	23.50	24.67	25.91	27.20	27.88	28.58	29.29
Sergeant	53,065	55,719	58,501	61,430	64,502	67,727	71,113	74,669	78,402	80,362	82,371	84,430
	20.86	21.90	23.00	24.15	25.35	26.62	27.95	29.35	30.82	31.59	32.38	33.19
Training Officer	51,329	61,430	64,502	67,727	71,113	74,669	78,402	82,321	86,437	98,849	90,814	93,083
	24.68	29.53	31.01	32.56	34.19	35.90	37.69	39.58	41.56	47.52	43.66	44.75
Captain	62,708	65,844	69,137	72,594	76,223	80,034	84,036	88,237	92,650	94,966	97,340	99,774
	24.65	25.88	27.18	28.54	29.96	31.46	33.03	34.68	36.42	37.33	38.26	39.22
Battalion Chief	65,844	69,137	72,594	76,223	80,034	84,036	88,237	92,650	97,282	99,714	102,207	104,762
	25.88	27.18	28.54	29.96	31.46	33.03	34.68	36.42	38.24	39.20	40.18	41.18



Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11
Officer	44,900	46,472	48,098	49,781	51,524	53,327	55,194	57,125	59,125	61,194	63,336
	21.59	22.34	23.12	23.93	24.77	25.64	26.54	27.46	28.43	29.42	30.45
Sergeant	57,953	59,982	62,081	64,254	66,503	68,830	71,239	73,733	76,313	78,984	81,749
	27.86	28.84	29.85	30.89	31.97	33.09	34.25	35.45	36.69	37.97	39.30
Lieutenant	72,960	75,514	78,167	80,892	83,723	86,654	89,687				
	35.08	36.30	37.58	38.89	40.25	41.66	43.12				
Captain	87,910	90,547	93,263	96,061	98,943						
	42.26	43.53	44.84	46.18	47.57						
Major	100,684	104,394	108,048								
	48.41	50.19	51.95								

** New Rank adjustment will be implemented on July 1 2016.

** Grade adjustment will be made on Promotion/Anniversary Date.

** Officers will be eligible to test for the rank of Sergeant after the completion of their fourth year of continual service with the Yukon Police Department.

** Existing Corporals as of July 01, 2016 will move to the pay grade of Sergeant at the next highest step on the new scale. (i.e.: step 12 Corporal moves to step 8 Sergeant).

** Sergeants would be a non-supervisory position still maintaining rank for a minimum of two years prior to being eligible to test for Lieutenant.

** Supervisor Sergeants become Lieutenants, Lieutenants become Captains and Captains become Majors. A Majors' job duties are at the discretion of the Chief of Police. Years of service within the grade of Sergeant will be identified with the insignia: i.e. Sergeant with 10 years of service within the dept. will become Staff Sgt (SSGT), 15 years will have the rank of Master Sgt. (MSGT) (at No additional pay)

** The rank of Major would report directly to the Chief of Police. The Chief shall have sole discretion on the appointment to Major, as the positions become vacant.

** A survey of the eight (8) metro cities including, Bethany, Del City, Edmond, Midwest City, Moore, Mustang, The Village, and Warr Acres, will be utilized, as a goal, to try to set a minimum standard for pay or cost of living increase as funds are available.



GENERAL EMPLOYEES PAY PLAN

Pay Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12
C			30,892	31,665	32,457	33,268	34,100	34,953	35,827	36,723	37,641	38,582
Clerk I Laborer I Meter Reader I			14.85	15.22	15.60	15.99	16.39	16.80	17.22	17.66	18.10	18.55
D		30,892	31,665	32,457	33,268	34,100	34,953	35,827	36,723	37,641	38,582	39,547
Receptionist - RAC		14.85	15	15.60	16	16.39	17	17.22	18	18.10	19	19.01
E	30,892	31,665	32,457	33,268	34,100	34,953	35,827	36,723	37,640	38,581	39,546	40,534
GIS/GPS Technician IT Support Associate	14.85	15.22	15.60	15.99	16.39	16.80	17.22	17.66	18.10	18.55	19.01	19.49
F	31,665	32,457	33,268	34,100	34,953	35,826	36,722	37,640	38,581	39,546	40,534	41,548
Clerk II Laborer II Library Associate Meter Reader/CS Clerk Secretary I	15.22	15.60	15.99	16.39	16.80	17.22	17.65	18.10	18.55	19.01	19.49	19.97
G	32,446	33,257	34,088	34,940	35,814	36,709	37,627	38,568	39,532	40,520	41,533	42,572
RAC Activity Assistant Recreation Leader	15.60	15.99	16.39	16.80	17.22	17.65	18.09	18.54	19.01	19.48	19.97	20.47
H	32,822	33,438	34,274	35,131	36,009	36,909	37,833	38,779	39,748	40,742	41,760	42,804
Special Event Assistant	15.68	16.08	16.48	16.89	17.31	17.74	18.19	18.64	19.11	19.59	20.08	20.58
I	32,945	33,851	34,780	35,738	36,720	37,730	38,768	39,834	40,929	42,055	43,211	44,399
Equipment Operator I Jailer/Property Room Tech Locator Meter Reader II Supervisor I	15.84	16.27	16.72	17.18	17.65	18.14	18.64	19.15	19.68	20.22	20.77	21.35
J	34,371	35,316	36,287	37,285	38,311	39,365	40,447	41,559	42,702	43,876	45,083	46,323
Clerk III Communications Specialist Deputy Court Clerk Driver I Equipment Operator II Laborer III Mechanic I Permit/Licensing Clerk Records Technician Secretary II	16.52	16.98	17.45	17.93	18.42	18.93	19.45	19.98	20.53	21.09	21.67	22.27
K	35,963	36,860	37,862	38,903	39,973	41,072	42,201	43,363	44,555	45,780	47,039	48,333
Athletic Coordinator Recreation Coordinator Supervisor II	17.24	17.72	18.20	18.70	19.22	19.75	20.29	20.85	21.42	22.01	22.62	23.24
L	37,432	38,461	39,519	40,605	41,722	42,870	44,048	45,260	46,504	47,783	49,097	50,447
Assistant Electrician Equipment Operator III Foreman PPWP Crew Leader	18.00	18.49	19.00	19.52	20.06	20.61	21.18	21.76	22.36	22.97	23.60	24.25
M	38,028	39,073	40,148	41,252	42,386	43,552	44,749	45,980	47,245	48,544	49,879	51,251
Driver II	18.28	18.79	19.30	19.83	20.38	20.94	21.51	22.11	22.71	23.34	23.98	24.64
N	39,447	40,533	41,647	42,794	43,970	45,180	46,422	47,698	49,009	50,357	51,742	53,164
Animal Control Officer Code Enforcement Officer I Mechanic II Office Coordinator I	18.96	19.49	20.02	20.57	21.14	21.72	22.32	22.93	23.56	24.21	24.88	25.56
O	39,783	40,877	42,001	43,167	44,344	45,562	46,816	48,103	49,427	50,786	52,183	53,618
	19.13	19.65	20.19	20.75	21.32	21.90	22.51	23.13	23.76	24.42	25.09	25.78



GENERAL EMPLOYEES PAY PLAN

Pay Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12
P	40,817	41,939	43,092	44,277	45,495	46,745	48,032	49,352	50,709	52,103	53,536	55,009
Driver III Special Event Coordinator Supervisor III	19.62	20.16	20.72	21.29	21.87	22.47	23.09	23.73	24.38	25.05	25.74	26.45
Q	42,636	43,829	45,056	46,318	47,614	48,948	60,318	61,728	63,175	64,664	66,194	67,768
Secretary III	20.50	21.07	21.66	22.27	22.89	23.53	24.19	24.87	25.56	26.28	27.02	27.77
R	44,550	45,797	47,079	48,398	49,762	51,146	52,577	54,049	55,563	57,119	58,718	60,362
Code Enforcement Officer II Mechanic III Records Manager Superintendent I Utility Billing Specialist	21.42	22.02	22.63	23.27	23.92	24.59	25.28	25.99	26.71	27.46	28.23	29.02
S	46,560	47,863	49,203	50,582	51,997	53,454	54,950	56,489	58,070	59,696	61,367	63,086
Driver IV Graphic Artist Supervisor IV	22.38	23.01	23.66	24.32	25.00	25.70	26.42	27.16	27.92	28.70	29.50	30.33
T	48,688	50,031	51,431	52,871	54,351	55,872	57,433	59,046	60,698	62,398	64,146	65,941
Communications Supervisor Office Coordinator II PIO/Media Specialist Stormwater Manager	23.40	24.05	24.73	25.42	26.13	26.86	27.63	28.39	29.18	30.00	30.84	31.70
U	50,886	52,311	53,776	55,281	56,829	58,420	60,056	61,738	63,466	65,243	67,070	68,948
Fire Inspector Inspector I	24.46	25.15	25.85	26.58	27.32	28.09	28.87	29.68	30.51	31.37	32.25	33.15
V	53,218	54,708	56,240	57,814	59,434	61,098	62,809	64,568	66,376	68,235	70,145	72,109
Management Consultant Technology Assistant	25.59	26.30	27.04	27.80	28.57	29.37	30.20	31.04	31.91	32.81	33.72	34.67
W	56,873	57,260	58,891	60,569	62,295	64,072	65,897	67,775	69,707	71,694	73,737	75,838
Inspector II Main Street Director/ Tourism Marketing Associate Office Coordinator III Superintendent II Risk Manager	26.77	27.53	28.31	29.12	29.95	30.80	31.68	32.58	33.51	34.47	35.45	36.46
X	57,709	59,353	61,044	62,793	64,573	66,414	68,307	70,254	72,255	74,314	76,432	78,611
Deputy City Treasurer/Purchasing Agent	27.74	28.54	29.35	30.18	31.04	31.93	32.84	33.78	34.74	35.73	36.75	37.79

ACCOUNT DEFINITIONS

100 SERIES - PERSONNEL SERVICES

Personal services which may include expenses for salaries, wages, or other compensation, fees allowances and related employee benefits, paid to any officer or employee for services rendered or for employment. Employee benefits may include employer contributions to a retirement system, insurance, sick leave, terminal pay or similar benefits.

101 REGULAR EMPLOYEES

Includes salary for both full time employees and those employees who work on a full time-part time basis.

102 PART-TIME/SEASONAL EMPLOYEES

Includes seasonal and temporary employees, either full time or part time, as well as inmate or half-way house employees.

103 OVERTIME

Premium workweek as a result of an emergency or unusual circumstance.

104 RESERVED

105 VOLUNTEER SALARIES

Salary account for the volunteer firefighters and reserve police officers.

106 EXPENSE ALLOWANCE

Includes compensation for authorized use of employee's private vehicle in conjunction with city duties and/or electronic device allowance; use of this account is generally limited to administrative personnel and/or specifically approved situations and must be approved by the City Manager.

107 BONDS

Surety bonding for city officials and employees' blanket bond.

108 EMPLOYEE GROUP INSURANCE

Includes health and life insurance, and medical consultant services such as MedEncitive.

109 WORKERS' COMPENSATION

Premium for Workers' Compensation insurance for employees.

110 UNEMPLOYMENT INSURANCE

Premium for Unemployment Insurance for employees.

111 PERSONAL LIABILITY INSURANCE

Includes Acts or Omission Insurance on elected officials and medical malpractice insurance for emergency medical technicians/paramedics.

112 EMPLOYEE RETIREMENT

Includes the City's cost of the employee retirement program.

113 F.I.C.A. (SOCIAL SECURITY)

City's portion of Medicare and Social Security - paid on behalf of employees

116 CHRISTMAS BONUS

Employees' Christmas bonuses.

117 DENTAL INSURANCE

Includes the cost of dental insurance for employees.

119 CLEANING ALLOWANCE

Includes the cleaning allowances negotiated with the unions; replacement of personal property that was used for city business that was lost, damaged or stolen.

121 SICK LEAVE BUY-BACK

Buy Back Program to reduce City's fiscal liability for sick leave.

200 SERIES - MATERIALS AND SUPPLIES
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Materials and supplies, which may include articles and commodities which are consumed or materially altered when used, such as office supplies, operating supplies and repair and maintenance supplies, and all items of expense to any person, firm or corporation rendering a service in connection with repair, sale or trade of such articles or commodities.

201 OFFICE SUPPLIES

Includes all supplies necessary for use in the operation of the office; examples include, but are not limited to, pencils, paper, envelopes, pens, record books, paper clips, typewriter supplies, etc.

202 DUPLICATION/COMPUTER SUPPLIES

Includes all supplies needed to maintain office copiers and printers: paper, toner; computer disks, disk storage boxes, computer paper, etc.

203 RESERVED**204 FUEL, OIL AND LUBRICANTS**

Includes gasoline, diesel fuel, motor oil, grease and other lubricants, anti-freeze, hydraulic oil.

205 NONDURABLE SUPPLIES

Items with a small unit value that are normally subject to loss or rapid deterioration, or are expendable. These items may include such items as flags, light bulbs, flashlights, scanner crystals, gauges, thermometers, wrenches, crowbars, shovels, rakes, brooms, mops, electrical testers, extension cords, wire ties, splitters, garden hose, fuel cans, weed eater line, dishes, cups, flatware, coffee pots, pipe cutting oil, pipe wrenches, etc.

206 BUILDING MAINTENANCE SUPPLIES

Floor wax, air deodorizer, floor stripper, buffer pads, toilet disinfectants, scouring powder, window cleaner, hand soap, toilet paper, paper towels, bleach, laundry soap, dishwashing soap, ice melt, shop towels, hand cleaner, etc.

207 CHEMICALS

Includes chemicals used in the treatment of potable water, sewage, firefighting foams, firefighting dry chemicals, pool chemicals, insect spray, degreaser, sewer acid, etc.

208 PUBLICATIONS AND PERIODICALS

Includes magazines, newspapers, books, technical manuals, pamphlets, and texts used in code enforcement, and other professional publications used in a non-training mode.

209 RECREATIONAL SUPPLIES

Includes all articles of brief use, such as baseballs, tennis balls, handicraft supplies, basketballs, etc.

210 LANDSCAPING SUPPLIES

Grass seed, flower bulbs, insecticides, pesticides, fertilizers, seeds, trees, seedlings, sod, etc., used in any department to enhance public grounds.

211 TRAINING SUPPLIES

Ammunition, targets, training manuals, visual and audio aids, projector bulbs, overhead projector transparencies, etc. used for in-house training of city personnel. Also includes training materials for employees - brochures, check stuffers, etc.

212 ANIMAL FOOD

Includes dog and cat food; food for waterfowl.

213 FOOD SUPPLIES

Includes coffee, ice, disposable cups, tea, sugar, creamer, stirrers, paper plates, and other supplies normally used in the course of special public events.

214 INVESTIGATIVE/ILLUSTRATIVE SUPPLIES

Includes film, video tape, special chemicals used in photography laboratories, expendable items in evidence kits, film or video tape for project documentation.

215 MERCHANDISE FOR RESALE**216 ELECTION SUPPLIES**

Includes cost of supplies necessary for an election, to include the printing of the ballots. Also includes the salaries of the election workers.

217 WEARING APPAREL

Includes uniform allowance for employees.

218 PROTECTIVE CLOTHING/SAFETY EQUIPMENT

Personal protective safety equipment such as police officer's body armor, firefighter's protective clothing, hard hats, rain gear, etc.

219 DISPOSAL COSTS

Landfill fees, disposal of sludge waste, etc., and hauling costs.

220 MEDICAL SUPPLIES

Includes purchasing and stocking all first aid kits and all medical supplies for the Fire Department rescue squad.

221 PUBLIC EDUCATIONAL SUPPLIES

All supplies expended for public education; film rental, speakers, display posters, handouts, costumes, video rentals or purchases, balloons, PA systems, etc.

222 RECORD SUPPLIES

Includes record keeping books, registration pads, special stamps used for record keeping, card kits, spine labels, book dust jacket covers, etc., Police Department bicycle licensing program, filing fees (such as with County).

223 WELDING SUPPLIES

Includes demurrage, oxygen, compressed gas and air, nitrogen, argon, carbon dioxide, acetylene, hydrogen, liquid petroleum gas, pipe, welding hood, gloves, tips, strikers, rods, lens, wire, etc.

224 MEALS/SUPPLIES FOR PRISONERS

This account includes meals, wearing apparel, blankets, towels and admission kits for prisoners housed in the City jail. Also, costs to reimburse DOC for PPWP meals.

225 PROMOTIONAL ITEMS

Includes items with City logo to give-away as part of a promotional campaign, award/incentive or donate items as an event sponsor.

226 MEETING/WORKSHOP/EVENT SUPPLIES

Materials and supplies needed to host meetings, workshops and events for employees or outside agencies. Materials/supplies may include film rental, speakers, display posters, handouts, costumes, video rentals, promotional gifts, balloons, tablecovers and PA systems.

300 SERIES - OTHER SERVICES AND CHARGES
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<p><i>Other services and charges, which may include all current expenses other than those listed in other series, such as services or charges for communications, transportation, advertising, printing or binding, insurance, public utility services, travel expenses, consultation, professional services, repairs and maintenance, rentals, miscellaneous items and all items of expenses to any person, firm or corporation rendering such services. Does not include any item which would increase the value of the property.</i></p>

301 LAND

Tree and stump removal, sand and dirt for fill, etc.

302 BUILDINGS – REPAIR AND MAINTENANCE

Includes all items for the interior and exterior repair of city-owned buildings: painting, roofing, trim work, glass replacement, plumbing supplies, electrical supplies, etc.

303 BRIDGES AND CULVERTS

Materials for the repair of bridges and culverts. Examples are lumber, nails, concrete, asphalt, etc.

304 SEWAGE DISPOSAL - PLANT AND LIFT STATION

Includes parts for repairs, such as steel plate, pump parts, and other items to repair plant and lift stations.

305 SANITARY SEWERS

Includes fill and screen sand, paint, paint to mark sewers, bricks and concrete blocks for repairs, etc.

306 SIDEWALKS, STEPS, CURBS, GUTTERS & CONCRETE REPAIRS

Includes materials, such as concrete and asphalt, for repair.

307 STORM SEWERS

Includes materials for repair, such as plastic sheeting, curb hoods, grates, concrete, etc.

308 DRAINAGE DITCHES / POND REPAIR

Includes cost to repair banks, channels and washouts. Also includes costs to repair ponds in parks.

309 STREETS, ALLEYS, AND ROADWAYS

Includes materials for repair, such as concrete, asphalt, crack sealer, paint and striping, etc.

310 PARKING AREAS

Materials for striping, patching, fencing, barriers, etc.

311 STREET SIGNS, TRAFFIC LIGHTS, AND SIGNS

Includes street and traffic control signs, warning signs, bulbs and repairs on street lights, controllers, etc. Also includes Storm water signage.

312 WATER LINES

Repairs to gate valves, pipe, fire hydrants, etc.

313 RECREATIONAL STRUCTURES - PARKS

Repair ball field lights, picnic pavilions, toilets, backstops, etc.

314 BUG AND RODENT CONTROL

Includes spraying for termites and roaches, control of rats, mice, squirrels, etc. in buildings.

315 OFFICE EQUIPMENT (NON-CAPITAL)

Includes those minor items costing less than \$1,000 normally used to outfit/replace items in an office environment. Including, but not limited to, calculators, electric staplers, etc.

316 FURNITURE, FIXTURES, AND MISCELLANEOUS FURNISHINGS

Repair or minor replacement of stoves, refrigerators, mini-blinds, rugs, televisions, mattresses and box springs, window shades, chairs, tables, podiums, etc.

317 DURABLE TOOLS

Includes heavy hand tools, fire equipment such as nozzles and fittings, portable pumps, etc.

318 MOTOR VEHICLE /SMALL EQUIPMENT PARTS AND SUPPLIES (Excluding Fuel)

Tires, batteries, commercial tire changing and tire repair, lights, paint and body work, small gasoline engine repair, repair of weed eaters, alternators, mufflers, automotive glass, repairs to mowing machines, and all other automotive parts.

319 WATER METERS AND SETTINGS

Includes repairs/replacement of meter box covers and cans, repairs to water meters.

320 SIGNAL SYSTEMS

Includes sealer for loop detectors, fans for signal systems, timers, traffic light repair, repair of storm sirens, etc.

321 AIR CONDITIONING AND HEATING SYSTEMS

Includes repairs to all heating, ventilating and air handling systems.

322 PLAYGROUND AND SWIMMING POOL EQUIPMENT

Includes repairs, cleaning, painting, etc. to swimming pools, and repairs of playground equipment.

323 INSPECTION FEE FOR PROPERTY AND EQUIPMENT

To include annual inspections of fire extinguisher, boiler, etc.

324 FUEL PUMP/GENERATOR REPAIR

Includes any repair made to the City's gasoline and/or diesel pumps or repairs made to existing generators not covered by maintenance agreements.

325 SPRINKLER SYSTEMS

Includes bubblers, spray heads, adapters, pop-ups, collars, electrical items, etc. on sprinkler systems.

327 CART & DUMPSTER REPAIR

Cost of materials to repair carts and dumpsters

328 DOCUMENT DESTRUCTION**330 MEDICAL EXPENSES - EMPLOYEES**

Includes physicals for new employees, city initiated return to work physicals and drug testing; required immunizations for employees.

331 TRAVEL EXPENSE

Expenses of elected officials or employees incurred in the performance of authorized and assigned duties involving travel outside the City by public or private carrier. Examples of expenses are air fare, highway tolls, meals, hotel/motel rooms, parking fees, etc.

332 TUITION REIMBURSEMENT

Includes refunds to city employees for successfully completing city job related college courses; also includes cost of certificate courses dealing with job related subjects taken through Vocational Technical

340 POSTAGE AND SHIPPING

Included in this account are funds for mailing parcel post, United Parcel Service, Fed-Ex, etc. or freight.

341 COMMUNICATION SERVICES

All telephone service (land and cellular), internet service, OLETS and cable television service.

342 AUTOMOBILE INSURANCE

Cost of liability insurance for all city vehicles and equipment.

343 PROPERTY and CONTENTS INSURANCE & FLOOD INSURANCE

Cost of insurance for all city buildings and contents. Also includes flood insurance premium.

344 AUDITS AND FINANCIAL CONSULTING

Cost of annual audits performed by an outside auditor.

345 ADVERTISING

Includes the cost of advertising position vacancies, publishing ordinances and resolutions, bid advertisements, and all other legally required publications.

346 RENTALS AND LEASES

Includes rents and leases on buildings, land, rights-of-way, hire of equipment (such as business machines) and short term leases of vehicles and machinery, post office box rental.

347 SPECIAL SERVICES

Includes lab tests of blood/urine for in-house investigations, special investigations, recording deeds, filing fees, property tax on leased land, outside data processing services, testing, and hiring; professional clean up of toxic spills, transportation costs for inmate laborers. Also includes administration fees for PPWP.

348 CONSULTANT FEES

Includes occasional services of a professional nature, such as an engineer, other than those involved in contracts for capital improvements; oil well inspection fees, etc.

349 PRINTING

Cost of printing licenses, receipt books, traffic tickets, code revisions, business cards, letterheads, envelopes, garage sale signs, programs, membership cards, personnel manuals, benefit summary books, job applications, miscellaneous forms.

350 ELECTRICAL POWER

All electric utilities used for heat and lights.

351 NATURAL GAS

Includes the cost of natural gas for heat in various city buildings.

352 WATER USAGE

Includes payments to the City of Oklahoma City for emergency water supplies.

353 PROPANE AND KEROSENE

Includes the cost of propane and kerosene. NO LONGER USED.

354 ASSOCIATION MEMBERSHIPS AND CONFERENCE REGISTRATION

Includes the cost of professional association membership on a local, state or national level; also includes the cost of local, state and national conference registration fees.

355 LEGAL

Includes Attorney fees other than those of the City Attorney, transcripts, depositions, etc.

356 TRAINING (FOR EMPLOYEES)

Includes the cost of tuition, fees, special books, online registration fees, etc., for employees participating in training.

357 COLLECTION SERVICES

Includes the cost of collection of delinquent accounts by collection agencies.

358 MEDICAL SERVICES (NON-EMPLOYEE RELATED)

Includes medical expenses incurred by city prisoners after arrest; also expenses relating to veterinarian clinics.

359 WEEDS, DEBRIS, AUTOS, ETC., ON LOTS

Includes the cost of abating a nuisance due to high grass/weeds by mowing, lot clean-up, etc.

360 CONTRIBUTIONS AND MEMORIALS

Rewards, donations to charitable institutions and organizations, memorial flowers, etc., employee recognition expenses; sponsorships.

361 REFUNDS

Includes refunds of water deposits, overpayments, etc.

362 JUDGMENTS AND DAMAGES

Includes miscellaneous claims for damages filed against the city which are paid out of the general revenue. Also to include replacement of citizen-owned items damaged by the city, such as mailboxes.

363 COURT COSTS

Includes fees for cost of conducting jury trials in municipal court, such as jury and witness fees, etc.

364 BUILDING SECURITY & MONITORING

Alarm installation and monitoring fees.

365 MAINTENANCE AGREEMENTS

Includes maintenance agreements on business machines, equipment and facilities.

366 EMERGENCIES

Includes emergency or un-budgeted expenses.

367 POOL AND CONCESSION SALES TAX

Includes sales tax remitted to the state from pool and concession sales.

368 GENERAL LIABILITY DEDUCTIBLE

The deductible on liability insurance claims.

369 TECHNOLOGY EQUIPMENT, REPAIR & INSTALLATION

All non-capital expenses for technology, network and/or computer-related equipment, repair and installation. This includes additional hard drives, RAM, processors, motherboards, monitors, scanners, etc. and labor costs. All expenses shall be budgeted through the Technology Dept.

376 LICENSING & SOFTWARE

To include all former 432 expenses, licenses required for software usage, protection of copyright violations, web-hosting fees, domain registration fees, radio usage fees, state licenses, etc. This account is NOT to be used for driver's license reimbursements.

377 LICENSES

For reimbursement of driver's records and special licenses (such as state licenses), licenses required for job performance (state, county, city licenses), i.e., state electrical licenses, inspection licenses, etc.

378 VEHICLE TAGS

For fees associated with vehicle tags for city vehicles.

379 STORM WATER PERMITS

Cost of annual Stormwater Permit fee for Oklahoma Dept of Environmental Quality.

380 PARK ACTIVITIES AND PROGRAMS

Includes miscellaneous park programs not covered under Festivals and Events.

381 FESTIVALS AND EVENTS

Includes cost of decorations and displays for events such as the Fourth of July Celebration, Chisholm Trail Festival, Czech Festival, City Birthday Celebration.

382 AUCTION EXPENSES

All associated fees and charges to cover the sale and/or purchase of items through the Public Surplus auction site.

383 CANINE EQUIPMENT & SUPPLIES

Includes kennels, dog runs, misc. equipment and safety supplies for the canine police unit.

384 COFFEE SERVICE

Includes coffee service for city facilities.

385 UTILITY BILL PROCESSING

Costs for outsourcing Utility Bills and Late Notices to include bill processing, envelope stuffing and postage.

386 ABATEMENT SERVICES

Includes cost for private contractor to abate nuisance properties.

387 CREDIT CARD PROCESSING FEES

Includes fees paid through the Merchant account in order to receive payments from debit/credit card customers for city services. Also includes transaction and monthly fees associated with credit card transactions.

388 PROMOTIONAL SERVICES

Includes professional videography, photography, etc. to be used in City promotions and events.

389 SNOW/ICE CONTROL

Includes salt, sand, etc. to control ice and snow on city streets. Also includes funds to pay Contractor for snow/ice removal.

390 BANK CHARGES AND FEES

Misc bank charges, fees, and chargebacks, etc.

391 OUBCC PERMIT FEES

Pass-through account for OUBCC fees collected on building permits and remitted to the Oklahoma Uniform Building Code Commission.

392 FORM PROCESSING & FILING FEES

Includes Fees to process Affordable Care Act (ACA) report for employee 1095 forms and electronic filing costs for W-2 and 1099 forms.

400 SERIES - CAPITAL OUTLAY

Capital outlays, which may include outlays which result in acquisition of or additions to fixed assets which are purchased by the municipality, including machinery and equipment, motor vehicles, data entry equipment, furniture, land, buildings, improvements other than buildings, and all construction, reconstruction, appurtenances or improvements to real property accomplished according to the conditions of a contract.

401 LAND (PURCHASING)

Includes all expenditures for land, such as abstracts, assessments, cost of appraising, recording of deed, surveys, etc.

402 LAND (IMPROVEMENTS)

Includes all expenditures (including payroll) covering the original cost of draining, engineering, inspection, first sodding or seeding, terracing, grading, planting of trees, etc.

403 BUILDINGS

Includes only those expenses incurred through new construction or purchase of new buildings.

404 BUILDINGS (IMPROVEMENTS OR ADDITIONS)

Includes the cost of all major improvements or additions to existing buildings.

405 BRIDGES AND CULVERTS

Includes cost of new construction.

406 SANITARY SEWERS

Includes cost of new construction.

407 SIDEWALKS, STEPS, CURBS, AND GUTTERS

Includes cost of new construction.

408 STORM SEWERS

Includes cost of new construction.

409 STREET CONSTRUCTION

The cost of construction for new streets.

410 STREET IMPROVEMENTS

Cost to enhance unimproved or semi-improved streets; includes major improvements to existing streets.

411 WATER LINES

Cost of new fire hydrants, gate valves, valve boxes, water lines, etc.

412 ALLEY CONSTRUCTION

Includes the opening of alleys, initial paving, etc.

413 ALLEY IMPROVEMENTS

Includes repair of paving, re-paving, fencing, etc.

414 PARKING AREAS

Includes paving, striping, fencing, barriers, etc., of new parking areas.

415 FENCING

Includes the cost of new fencing for purposes of security, site screening, etc.

416 RECREATIONAL FACILITIES

Includes new construction of tennis courts, lakes, baseball fields, swimming pools, football fields, soccer fields, etc. Also includes new equipment for facilities and parks.

417 SECURITY SYSTEMS

Includes cost of new or replacement security systems, or major improvements/overhauls of existing

418 WATER WELL, WATER TOWER AND LIFT STATION IMPROVEMENTS

Includes cost of water well, water tower and lift station equipment and/or improvements.

420 FURNITURE, FIXTURES AND MISCELLANEOUS FURNISHINGS

Major purchases of items to furnish city buildings. These items may be either new or to replace existing items.

421 MACHINERY, TOOLS, AND MISCELLANEOUS EQUIPMENT

Includes driver operated equipment not designed for over the road use; this would include items such as farm tractors used as mowers. Also includes construction machinery such as front end loaders, bulldozers, backhoes, trailers, snow plows, sanders, and other snow removal machinery, as well as lawn mowers, welders, portable pumps, hand tools costing more than

422 INSTRUMENTS AND ELECTRONICS (NON-TECHNOLOGY RELATED)

Includes purchase of two-way radios, pagers, telephone recording systems for the Police and Fire Departments, cameras (both video cassette recorders and still cameras), television sets, shotguns, etc.

423 MOTOR VEHICLES

Includes all vehicles designed for transportation of personnel and/or machinery or material. Examples would be police vehicles, dump trucks, pick-ups, sedans, fire apparatus, trash trucks, transfer trailers, cab and chassis for special applications. Also includes cost of planned major overhauls of power plant, drive train, and/or major components of motor vehicles. (Does not cover the vehicles bought through lease purchase. This is in Debt Service 504.)

424 BOOKS

Includes cost of materials that are additions to the collection of the library.

425 WATER METERS AND SETTINGS

Includes the cost of new water meters, water meter cans and covers, curb stops, corporation stops, tapping saddles or clamps, tubing (various sizes), meter couplings, backflow preventors, etc.

426 SIGNALS AND SYSTEMS

Includes the cost of new storm sirens and repairs of same.

427 HEATING AND AIR CONDITIONING SYSTEMS

Includes the cost of new heating and air conditioning systems.

428 PARKS, PLAYGROUNDS, AND SWIMMING POOL EQUIPMENT

Includes the cost of new equipment for these areas.

429 SIGNS AND MARKERS

Includes replacement and new street and traffic control signs; also includes informational signs and signs identifying facilities and buildings.

430 CARTS AND DUMPSTERS

New or replacement carts and dumpsters along with items for resale to the public.

433 COMPUTER & PERIPHERAL EQUIPMENT

Includes the cost to purchase computers, peripheral or technology equipment (greater than \$1,000.)

500 SERIES - DEBT SERVICES

<i>Debt service, which may include outlays in the form of debt principle payments, periodic interest payments, or related service charges for benefits received in part or in prior fiscal periods as well as in current and future fiscal periods, funded and un-funded.</i>

503 SUPPORT OF ORGANIZATIONS

Includes special contractual obligations and/or support for organizations such as Community Education, Salvation Army Senior Center, Canadian County Youth Services, etc.

504 CONTRACTUAL AGREEMENTS

To include payback agreements, refunds, capital lease purchase payments, etc.

505 WATER WELL RENTALS

Includes lease payments and water usage payment on water well and well fields.

520 INTEREST TRANSFERRED TO GENERAL FUND

600 SERIES - CONTINGENCY AND TRANSFERS

<i>Fund transfers, which may include permanent transfers of resources from one fund to another.</i>

601 CONTINGENCY

Reserve account

602 TRANSFERS

Funds from the '04 Sales Tax increase transferred to the General Fund Reserves or transfers to make Revenue Bond Payments.

603 DEBT SERVICE-TRANSFER TO 2007 YMA REVENUE BOND

Funds transferred to make Revenue Bond payments.

604 DEBT SERVICE-YMA TRANSFER TO 2010 REVENUE BOND

Funds transferred to make Revenue Bond payments.

605 DEBT SERVICE-TRANSFER TO 2011 YMA REVENUE BOND

Funds transferred to make Revenue Bond payments.

606 DEBT SERVICE-TRANSFER TO ARVEST MASTER LEASE

Debt service payments for Equipment Master Capital Lease and Additional Equipment Capital Lease.

607 DEBT SERVICE-TRANSFER TO SANITATION LEASE

Debt service payments for Arvest Sanitation Lease.

608 DEBT SERVICE-2012A REVENUE BOND

Funds transferred to make Revenue Bond payments.

609 DEBT SERVICE-ARVEST EQUIPMENT LOAN

Debt service payments for Arvest Small Equipment Loan.

610 DEBT SERVICE-2012B REVENUE BOND

Funds transferred to make Revenue Bond payments.

611 DEBT SERVICE-2015A REVENUE NOTE

Funds transferred to make Revenue Bond payments.

612 DEBT SERVICE-2015B REVENUE NOTE

Funds transferred to make Revenue Bond payments.

614 DEBT SERVICE-BANCFIRST

Payment for land planned for a new city hall.

615 DEBT SERVICE-SANTANDER EQUIPMENT LEASE

Debt service payment for the (Government Capital) Santander Equipment Lease.

616 DEBT SERVICE-YNB

Payment for land planned for the Sports Complex.

617 DEBT SERVICE-2017 REVENUE BOND

Funds transferred to make Revenue Bond payments.

628 TRANSFER TO GENERAL FUND**650 CITY MATCH GRANT FUND**

This account is for any city match funds required for Grants, if awarded.