

RESOLUTION NO. 2024-06

**A RESOLUTION APPROVING THE CITY OF YUKON,
OKLAHOMA BUDGET FOR THE FISCAL YEAR 2024-2025 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, 2025 (FY 2024-2025) consistent with the Act; and,

WHEREAS, The Act in section 17-215 provides for the chief executive office of the City, or designee, as authorized by the governing body, to transfer any unexpended and unencumbered appropriation from one department to another within the same fund; and,

WHEREAS, The budget has been formally presented to the 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 2024-2025 Budget on the 4th day of June, 2024 with the total resources available in the amount of \$82,720,179 and total appropriations in the amount of \$82,720,179. Legal appropriations (spending/encumbering limits) are hereby established at the Department level as follows:

Fund/Department	Total
GENERAL FUND	
Legislative	1,716,605
Administration	744,204
Insurance	1,307,769
Finance	542,627
Fire Dept.	6,239,857
Police Dept.	9,257,162
Street Department	3,720,456
Municipal Court	389,052
Emergency Management	64,490
Technology	1,695,189

Fund/Department	Total
Development Services	1,465,189
Library	773,652
Property Maintenance	1,532,830
Human Resources	516,066
Park Maintenance	1,312,007
Parks & Recreation	2,477,804
Fleet Maintenance	1,253,775
Animal Control	483,633
Public Works Administration	523,597
GENERAL FUND TOTAL	36,016,344

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JUL 26 2024

State Auditor
and Inspector

Canadian

Fund/Department	Total
SINKING FUND	
Sinking Fund	777,000
SINKING FUND TOTAL	777,000
SALES TAX CIP	
Sales Tax CIP	13,933,887
SALES TAX CIP TOTAL	13,933,887
HOTEL/MOTEL TAX	
Tourism & Events	269,848
Economic Development	175,524
Main Street Program	109,965
HOTEL/MOTEL TAX TOTAL	555,337
OIL & GAS FUND	
Oil & Gas; Hwy & Streets	3,520
OIL & GAS FUND TOTAL	3,520
SPECIAL REVENUE FUND	
Retiree Insurance	90,000
Special Events	170,000
Parks & Events Special Revenue	245,150
Emergency Management	35,000
Insurance & Misc Reimbursement	150,000
Library State Aid	17,000
Library Special Revenue	10,600
Fire Dept Special Revenue	10,000
Police Dept Special Revenue	132,821
SPECIAL REVENUE TOTAL	860,571
WATER/SEWER ENTERPRISE	
W/S Distribution	2,983,486

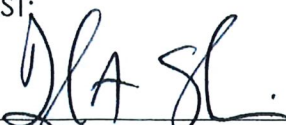
Fund/Department	Total
Utility Billing	2,265,799
Treatment & Supply	5,496,338
WATER/SEWER ENT TOTAL	10,745,623
SANITATION ENTERPRISE	
Sanitation Services	2,418,595
SANITATION ENT.TOTAL	2,418,595
STORMWATER ENTERPRISE	
Stormwater	331,013
STORMWATER ENTERPRISE FUND TOTAL	331,013
GRANT FUND	
Grant Fund	1,448,771
GRANT FUND TOTAL	1,448,771
AMERICAN RESCUE PLAN ACT FUND (ARPA)	
ARPA Fund	7,092,608
ARPA Fund Total	7,092,608
YUKON PUB EMP TAX FUND	
Yukon Public Emp Ltd Tax	5,873,509
YUKON PUB EMP TAX FUND TOTAL	5,873,509
YUKON RESERVE SUPPORT FUND	
Yukon Reserve Support Fund	2,013,401
YUKON RESERVE SUPP FUND TOTAL	2,013,401
YUKON ECON DEV AUTHORITY FUND	
Yukon Econ Dev Authority (TIF)	650,000
YUKON ECON DEV AUTH FUND TOTAL	650,000
Total Budget	82,720,179

SECTION 2. The City Council does hereby mandate that account-to-account transfers within a Departmental budget series (100 series - Personal Services; 200 series - Material and Supplies; 300 series - Services and Charges; 400 series - Capital Improvement; 500 series - Debt Service) be allowed at the City Management approval level. All other transfers from one ENTITY to another, one FUND to another, one DEPARTMENT to another, and one SERIES to another must have explicit prior written approval of the City Council for the FY 2024-2025 budget. Transfers between funds are expressly prohibited and will require a budget amendment. All other budget amendments must be approved by the City Council.

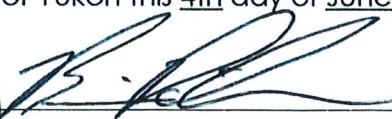
SECTION 3. All supplemental appropriations or decrease in the total appropriations of a fund shall be adopted at a meeting of the City Council and filed with the State Auditor and Inspector.

Adopted and approved by the Council of the City of Yukon this 4th day of June, 2024.

ATTEST:


City Clerk




Mayor

RESOLUTION NO. YMA-2024-01

A RESOLUTION APPROVING THE YUKON MUNICIPAL AUTHORITY, OKLAHOMA BUDGET FOR THE FISCAL YEAR 2024-2025 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, 2025 (FY 2024-2025) consistent with the Act; and,

WHEREAS, The Act in section 17-215 provides for the chief executive office of the City, or designee, as authorized by the governing body, to transfer any unexpended and unencumbered appropriation from one department to another within the same fund; and,

WHEREAS, The budget has been formally presented to the 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, 2025 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 2024-2025 Budget on the 4th day of June, 2024 with the total resources available in the amount of \$13,495,231 and total appropriations in the amount of \$13,495,231. Legal appropriations (spending/encumbering limits) are hereby established at the Department level as follows:

Fund/Department	Total
WATER/SEWER ENTERPRISE	
W/S Distribution	2,983,486
Utility Billing	2,265,799
Treatment & Supply	5,496,338
WATER/SEWER ENT TOTAL	10,745,623

Fund/Department	Total
SANITATION ENTERPRISE	
Sanitation Services	2,418,595
SANITATION ENT.TOTAL	2,418,595
STORMWATER ENTERPRISE	
Stormwater	331,013
STORMWATER ENT.FUND	331,013
Total Budget	13,495,231

SECTION 2. The Yukon Municipal Authority does hereby mandate that account-to-account transfers within a Departmental budget series (100 series - Personal Services; 200 series - Material and Supplies; 300 series - Services and Charges; 400 series - Capital Improvement; 500 series - Debt Service) be allowed at the City Management approval level. All other transfers from one ENTITY to another, one FUND to another, one DEPARTMENT to another, and one SERIES to another must have explicit prior written approval of the City Council for the FY 2024-2025 budget. Transfers between funds are expressly prohibited and will require a budget amendment. 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 Yukon Municipal Authority.

Adopted and approved by the Trustees of the Yukon Municipal Authority this 4th day of June, 2024.

[Seal]
ATTEST:
SECRETARY


CHAIRMAN



STATE OF OKLAHOMA)
)SS.
COUNTY OF CANADIAN)

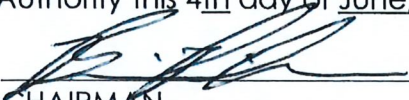
I, the undersigned, the duly qualified and acting Secretary of the Yukon Municipal Authority, hereby certify that the above and foregoing is a true, correct and complete copy of the Resolution duly adopted by the Trustees of said Authority and of the proceedings of the Authority in the adoption of said Resolution on the date therein set out as shown by the records of my office.

I further certify that in conformity with Title 25, Oklahoma Statutes 1991, Section 301-314, inclusive, as amended (the Oklahoma Open Meeting Act), and in conformity with Title 60 Oklahoma Statutes 1991, Section 176, et seq. (the Oklahoma Public Trust Act), notice of this meeting was given in conformity with the requirements of law.

WITNESS my hand and the seal of said Authority this 4th day of June, 2024.

[Seal]
ATTEST:
Secretary




CHAIRMAN





BUDGET SUMMARY
FY 2024-2025

	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	536,991	9,860	787,154	0	382,600	0	1,716,605
Administration	729,800	1,160	13,244	0	0	0	744,204
Insurance	833,894	0	473,875	0	0	0	1,307,769
Finance	537,127	675	4,825	0	0	0	542,627
Fire Dept.	6,052,787	123,255	63,815	0	0	0	6,239,857
Police Dept.	8,873,875	145,000	238,287	0	0	0	9,257,162
Street Department	1,200,638	20,800	249,018	2,250,000	0	0	3,720,456
Municipal Court	344,248	1,990	42,814	0	0	0	389,052
Emergency Mgmt	0	1,900	62,590	0	0	0	64,490
Technology	654,641	36,250	1,001,678	3,000	0	0	1,695,569
Development Svcs	1,428,419	7,100	29,670	0	0	0	1,465,189
Library	755,952	6,700	11,000	0	0	0	773,652
Property Maint.	600,781	36,500	895,549	0	0	0	1,532,830
Human Resources	466,656	19,400	30,010	0	0	0	516,066
Park Maintenance	1,166,519	48,975	96,513	0	0	0	1,312,007
Parks & Recreation	2,107,030	70,650	300,124	0	0	0	2,477,804
Fleet Maintenance	614,225	358,550	281,000	0	0	0	1,253,775
Animal Control	436,138	14,950	32,545	0	0	0	483,633
Public Works Administration	514,028	5,550	4,019	0	0	0	523,597
TOTAL	27,853,749	909,265	4,617,730	2,253,000	382,600	0	36,016,344
					Total Projected Revenue		36,016,344
					+/-		0
03 - SINKING FUND							
Sinking Fund	0	0	1,250	0	775,750	0	777,000
TOTAL	0	0	1,250	0	775,750	0	777,000
					Total Projected Revenue		777,000
					+/-		0
36 - SALES TAX CIP							
Sales Tax CIP/Debt Svc	0	0	0	7,687,472	0	6,246,415	13,933,887
TOTAL	0	0	0	7,687,472	0	6,246,415	13,933,887
					Total Projected Revenue		13,933,887
					+/-		0
38 - HOTEL/MOTEL TAX FUND							
Tourism & Events	0	9,000	260,848	0	0	0	269,848
Economic Develop.	0	449	155,075	0	20,000	0	175,524
Main Street Program	0	2,100	7,865	0	0	100,000	109,965
TOTAL	0	11,549	423,788	0	20,000	100,000	555,337
					Total Projected Revenue		555,337
					+/-		0
62 - OIL & GAS; HWY & STREETS							
Oil & Gas; Hwy & Streets	0	0	0	0	0	0	3,520
TOTAL	0	0	0	0	0	0	3,520
					Total Projected Revenue		3,520
					+/-		0
64 - SPECIAL REVENUE FUND							
Retiree Insurance	0	0	90,000	0	0	0	90,000
Special Events	6,500	0	163,500	0	0	0	170,000
Parks & Events Special Rev	0	0	233,000	0	0	12,150	245,150
Emergency Management	0	0	35,000	0	0	0	35,000
Insurance & Misc Reimb	0	0	150,000	0	0	0	150,000
Library State Aid	0	5,204	1,150	3,800	0	6,846	17,000
Library Special Revenue	0	0	0	10,000	0	600	10,600
Fire Dept Special Revenue	0	0	10,000	0	0	0	10,000
Police Dept Special Revenue	0	0	59,500	0	9,000	64,321	132,821
TOTAL	6,500	5,204	742,150	13,800	9,000	83,917	860,571
					Total Projected Revenue		860,571
					+/-		0



BUDGET SUMMARY
FY 2024-2025

	100 Personal Services	200 Materials and Supplies	300 Services and Charges	400 Capital Outlay	500 Debt Service	600 Contingency/ Transfers	Total
70 - WATER/SEWER ENTERPRISE							
W/S Distribution	853,951	58,150	212,420	0	0	1,858,965	2,983,486
Utility Billing	414,022	4,175	378,956	0	0	1,468,646	2,265,799
Treatment & Supply	0	66,150	3,929,306	0	340,824	1,160,058	5,496,338
TOTAL	1,267,973	128,475	4,520,682	0	340,824	4,487,669	10,745,623
						Total Projected Revenue	10,745,623
						+/-	(0)
71 - SANITATION ENTERPRISE							
Sanitation Services	1,105,589	600,700	253,583	0	0	458,723	2,418,595
TOTAL	1,105,589	600,700	253,583	0	0	458,723	2,418,595
						Total Projected Revenue	2,418,595
						+/-	0
73 - STORMWATER ENTERPRISE							
Stormwater	216,766	14,000	80,247	20,000	0	0	331,013
TOTAL	216,766	14,000	80,247	20,000	0	0	331,013
						Total Projected Revenue	331,013
						+/-	(0)
74 - GRANT FUND							
Grant Fund	0	0	0	1,448,771	0	0	1,448,771
TOTAL	0	0	0	1,448,771	0	0	1,448,771
						Total Projected Revenue	1,448,771
						+/-	0
75 - AMERICAN RESCUE PLAN ACT (ARPA)							
American Rescue Plan Act	0	0	0	7,092,608	0	0	7,092,608
TOTAL	0	0	0	7,092,608	0	0	7,092,608
						Total Projected Revenue	7,092,608
						+/-	0
78 - YUKON PUBLIC EMPLOYEES LTD TAX FUND (PEST)							
Yukon Public Emp Ltd Tax	5,873,509	0	0	0	0	0	5,873,509
TOTAL	5,873,509	0	0	0	0	0	5,873,509
						Total Projected Revenue	5,873,509
						+/-	0
79 - YUKON RESERVE SUPPORT FUND							
Yukon Res Support Fund	2,013,401	0	0	0	0	0	2,013,401
TOTAL	2,013,401	0	0	0	0	0	2,013,401
						Total Projected Revenue	2,013,401
						+/-	(0)
82 - YUKON ECONOMIC DEVELOPMENT AUTHORITY FUND (TIF)							
Yukon Econ Dev Auth (TIF)	0	0	0	0	0	650,000	650,000
TOTAL	0	0	0	0	0	650,000	650,000
						Total Projected Revenue	650,000
						+/-	0
TOTAL BUDGET	38,337,487	1,669,193	10,639,430	18,515,651	1,528,174	12,026,724	82,720,179
						Total Projected Revenue- All Funds	82,720,179
						+/-	(0)

*Please note the transfer column of \$12,026,724 is included in the total revenue/expense numbers.



01 - GENERAL FUND REVENUE
FY 2024 - 2025

Account	Description	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Revenue	2024-2025 Proposed Revenue
	TAX REVENUE				
42110	Sales Tax	13,777,937	14,015,538	14,097,609	14,203,341
42111	Use Sales Tax	2,807,586	2,777,365	3,040,500	3,063,304
42115	Tobacco Tax	193,183	200,652	180,727	180,727
42120	Alcoholic Beverage Tax	208,982	215,369	201,766	201,766
42140	Commercial Vehicle Tax	176,677	175,511	173,979	173,979
42150	Gasoline Excise Tax	43,612	45,138	46,099	46,099
42195	Weed/Trash Abatements	25,421	26,458	25,828	25,828
	TOTAL	17,233,399	17,456,031	17,766,508	17,895,044
	FRANCHISE REVENUE				
43110	Electrical Franchise	792,834	860,390	846,988	859,693
43120	Telephone Franchise	37,112	36,777	36,721	37,272
43130	Natural Gas Franchise	199,513	187,120	153,904	156,213
43140	Cable TV Franchise	199,849	204,067	195,789	198,725
	TOTAL	1,229,308	1,288,354	1,233,402	1,251,903
	LICENSES & PERMITS				
44009	Collection Fees	802	602	1,241	1,260
44110	Building Permits	56,550	41,067	122,714	40,000
44111	Assessment Fees	5,827	4,426	9,787	5,827
44112	Gas Line Fee	3,675	4,478	4,060	3,675
44113	Heat & Air (Mechanical) Permit	12,091	12,033	11,600	11,800
44115	Re-Inspection Fee	7,170	9,110	14,700	7,200
44117	Plumbing Permit	18,022	20,037	23,156	18,022
44118	Sign Permit & License	4,905	5,306	5,240	5,320
44121	Miscellaneous-License	705	242	1,300	1,320
44122	Miscellaneous-Permit	419	463	147	149
44125	Conditional Use Permit	2,050	2,289	3,270	3,320
44130	Rezoning Fees	1,976	2,661	867	880
44135	Garage Sale Permit	2,435	1,481	1,375	1,400
44137	Fence Permits	1,115	1,300	1,760	1,760
44142	Electrical Permit	22,609	24,742	26,295	22,609
44143	Plan Review	6,739	7,675	4,800	4,850
44144	Certificate of Occupancy	2,355	2,498	4,500	2,500
44146	Mixed Beverage License	48,471	37,522	42,996	42,000
441461	Cert of Compliance (Mixed B	1,050	909	1,000	1,015
44148	Board of Adjustment Fee	1,900	1,481	1,200	1,200
44149	Storm Shelter Permit	765	667	480	480
44150	Oil Well Inspection Fees	12,750	17,170	12,750	12,750
44155	Curb Cut	4,125	4,343	6,600	4,125
44158	Residential Well Drilling Fees	100	101	100	100
44159	Bondman License	20	40	40	40
44160	Solicitors License	950	471	3,093	3,139
44162	Building Contractor License	42,850	28,617	41,800	29,475
44164	Electrical Contractor License	20,300	23,095	24,525	24,900
44168	Mechanical Contractor License	12,350	13,197	15,100	15,325
44169	Mobile Home Park License	1,218	545	550	550
44171	Plumbing Contractor License	13,650	15,958	15,800	16,050
44173	Occupational License	13,200	3,602	13,200	13,200



01 - GENERAL FUND REVENUE
FY 2024 - 2025

Account	Description	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Revenue	2024-2025 Proposed Revenue
44181	Manufactured Home Placement	70	71	0	0
44185	Vending Machine License & Renew	330	505	330	330
44190	Pool Permits	1,760	1,831	1,145	1,160
44191	Paving & Boring Permits	6,157	8,022	8,800	8,930
44195	Alarm Fees	13,915	20,407	8,544	8,672
44197	Grease Trap License	2,300	640	2,300	2,300
44198	Waste Hauler License	500	404	500	500
44199	Medical Marijuana License	1,800	1,818	1,810	1,810
44200	Bingo Permit	0	10	10	10
	TOTAL	349,974	321,836	439,485	319,953
	FINES & FORFEITURES				
45110	Court Fees	652,032	634,749	667,052	677,058
45111	Court Technology Fee	25,467	24,951	25,777	26,164
45113	Piedmont Dispatch	51,852	62,364	55,435	56,267
45114	Jail Service Reimbursement	966	212	4,896	4,969
45120	Library Fines	1,770	1,685	1,520	1,543
45121	Library Collection Fees	87	76	17	17
45130	Animal Control Fees	9,808	9,702	11,820	11,997
45140	Impound Fees	10,136	11,802	11,180	11,348
	TOTAL	752,120	745,541	777,697	789,362
	PROJECTS				
46160	Park Land Improvement Revenue	805	896	2,007	2,037
	TOTAL	805	896	2,007	2,037
	USE OF PROPERTY				
47110	Pool Fees	44,660	29,884	41,137	41,754
47115	Concessions	16,331	9,179	16,586	16,835
47116	Community Center Membership	10,500	11,488	8,334	8,459
47125	Rental of Property: Ctrs, Gyms	30,937	24,938	26,328	26,723
47130	Pavilion & Gazebo Rental	4,105	2,767	4,735	4,806
	TOTAL	106,533	78,256	97,120	98,577
	SPECIAL REVENUES				
48110	Interest on Investments	215,637	1,045	350	258,345
48130	Highway Safety Grant	4,239	0	9,344	9,484
48165	Workers' Comp.	52,866	63,981	95,346	96,776
48190	Sale of City Property	190,844	121,525	71,875	72,953
48193	Credit Card Convenience Fees	7,984	5,843	6,081	6,172
48210	Administrative Charges	2,699	2,060	1,708	1,734
48235	Mayor's Prayer Breakfast	913	253	1,200	1,218
48240	Finger Prints	3,435	3,225	2,827	2,869
48250	Miscellaneous	217,462	145,763	375,000	380,625
48265	Sports Leagues	0	0	0	0
48270	Park Programs	118,537	62,685	109,130	110,767
48275	Park & Rec Events	15,021	19,162	14,226	14,439
482752	P&R Concerts/Park Concessions	216	291	900	914
482753	P & R Events-Fall Craft Fair	2,410	2,434	3,200	3,248
482758	P & R Events-Taste of Yukon	5,160	5,212	7,519	7,632



01 - GENERAL FUND REVENUE
FY 2024 - 2025

Account	Description	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Revenue	2024-2025 Proposed Revenue
48275A	P & R Events-Festival of Child	12,379	10,605	12,997	13,192
48275D	P & R-Fourth of July-Concessio	4,094	4,135	110	112
48275E	P & R - Chill your Cheeks	8,379	8,463	6,632	6,731
48275H	P & R Events-Spooksville	1,648	1,664	1,781	1,808
48275O	P & R Events-Sounds of the Season	9,055	9,146	9,260	9,399
48280	RAC Trip-Bus Revenue	3,696	3,718	4,667	4,737
48281	RAC Meal Charges	36,055	36,759	43,050	43,696
48283	RAC Programs	12,459	13,587	10,600	10,759
48300	School Officers-Reimb	219,954	375,000	375,000	375,000
	TOTAL	1,145,142	896,556	1,162,803	1,432,610
	MANAGEMENT FEE TRANSFERS FROM				
48610	Water & Sewer Enterprise	4,021,998	4,487,669	4,487,669	4,487,669
48611	Sanitation Fund	458,723	458,723	458,723	458,723
48685	Transfer from Library State Aid	6,395	8,500	5,200	6,846
48690	Transfer from Hotel/Motel Tax Fund	95,990	100,000	100,000	100,000
	TOTAL	4,583,106	5,054,892	5,051,592	5,053,238
	TRANSFERS FROM				
48704	PEST Police	1,419,920	1,415,067	1,415,067	700,000
48705	PEST Fire	1,398,318	1,398,318	1,398,318	1,398,318
48706	PEST General Employees	1,570,000	1,570,000	1,570,000	1,570,000
48950	Transfer from GF Reserve	1,000,000	1,000,000	1,000,000	1,000,000
48951	Transfer from Grant Fund	78,526	0	0	0
	TOTAL	5,466,764	5,383,385	5,383,385	4,668,318
	Appropriated Fund Balance	0	2,500,000	0	4,505,302
	TOTAL REVENUE	30,867,150	33,725,747	31,913,999	36,016,344



FY 2024-2025 BUDGET
01-General Fund

LEGISLATIVE

DEPARTMENTAL EXPENDITURES		2022-2023 ACTUAL	2023-2024		2024-2025 REQUESTED BUDGET
			CURRENT BUDGET	PROJECTED YEAR END	
PERSONAL SERVICES					
5101-101	Regular Employees	218,037	223,358	220,089	260,624
5101-103	Overtime	225	3,000	1,242	3,000
5101-104	Severance	0	0	0	188,492
5101-106	Expense Allowance	2,492	2,400	2,400	2,400
5101-108	Employee Group Insurance	16,700	20,065	15,389	21,258
5101-110	Unemployment Insurance	816	600	328	600
5101-112	Employee Retirement	15,752	33,184	10,187	38,805
5101-113	FICA (Social Security)	16,935	17,316	16,343	20,167
5101-117	Employee Dental Insurance	1,465	1,562	1,398	1,644
TOTAL PERSONAL SERVICES		272,423	301,485	267,376	536,991
MATERIAL AND SUPPLIES					
5101-201	Office Supplies	2,910	1,800	1,200	1,800
5101-202	Duplication/Computer Suppl	1,601	1,500	1,500	1,500
5101-208	Publications and Periodical	108	75	59	60
5101-213	Food Supplies	4,452	4,000	4,000	4,500
5101-216	Election Supplies	8,024	2,500	1,920	0
5101-217	Wearing Apparel	1,851	0	0	2,000
TOTAL MATERIALS AND SUPPLIES		18,947	9,875	8,679	9,860
SERVICES AND CHARGES					
5101-315	Office Equipment	587	0	0	0
5101-316	Furniture,Fixtures & Misc Furn	227	0	0	0
5101-331	Travel Expense	9,004	28,800	8,500	30,450
5101-344	Audits & Financial Consulting	87,474	95,000	95,000	185,000
5101-345	Advertising	13,358	18,000	18,000	18,000
5101-346	Rentals and Leases	22,644	24,350	24,350	24,350
5101-347	Special Services	8,557	101,525	101,525	16,000
5101-348	Consultant Fees	210,820	185,000	195,000	400,000
5101-349	Printing	1,798	4,000	2,000	2,000
5101-354	Assoc Memberships & Conf R	67,503	81,598	78,000	84,196
5101-355	Legal	0	10,000	0	10,000
5101-360	Contributions and Memorials	7,869	4,700	8,000	7,948
5101-366	Emergencies	3,155	5,000	10,225	5,000
5101-376	Licensing	1,387	1,387	1,452	1,460
5101-381	Festivals and Events	2,040	2,600	1,600	2,600
5101-390	Bank Charges and Fees	229	150	0	150
TOTAL SERVICES AND CHARGES		436,650	562,110	543,652	787,154
DEBT SERVICE					
5101-503	Support of Organizations	222	0	0	0
5101-504	Contractual Agreements	292,935	382,527	382,527	382,600
TOTAL DEBT SERVICE		293,157	382,527	382,527	382,600
TOTAL LEGISLATIVE		1,021,177	1,255,997	1,202,234	1,716,605

Over FY 23-24 Budget 460,607.82
36.67%

01-5101-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>
<u>Position</u>	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>
City Attorney	1	1	1
PIO Officer/Media Specialist	1	1	1
Graphic Artist	1	1	1
Total	3	3	3

01-5101-104 SEVERANCE

Severance Tammy Kretchmar

01-5101-106 EXPENSE ALLOWANCE

Car allowance for eligible employees who drive their own vehicles.

01-5101-201 OFFICE SUPPLIES

Envelopes, labels, record keeping & other miscellaneous supplies.

01-5101-202 DUPLICATION/COMPUTER SUPPLIES

Copy paper and banner material.

01-5101-208 PUBLICATIONS AND PERIODICALS

Online subscriptions to the Yukon Progress.

01-5101-213 FOOD SUPPLIES

Food supplies/catering for various events including but not limited to: Community Coffee, Council Thanksgiving & Christmas Dinners. Includes bottled water for meetings and employees to assist with summer hydration.

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.

National League of Cities City Summit travel expenses	\$10,000
National League of Cities Congress travel expenses	\$14,000
Mayor's Conference of Oklahoma (Mayor & Vice Mayor)	\$1,000
3CMA Conference travel expenses	\$2,550
Government Social Media Conference	\$1,900
International Municipal Lawyers Conference	\$1,000
Total	\$30,450

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/ Misc. Advertising	\$5,000
Legal Advertising	\$4,000
Utility Bill insert advertising	\$9,000
Total	\$18,000

01-5101-346 RENTALS AND LEASES

Includes rentals 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
Post Office box rental	\$350
Total	\$24,350

01-5101-347 SPECIAL SERVICES

Includes fees to file legal documents with the County Clerk. These documents include: deeds, easements, variances, abatement liens, etc. Also includes visual inspection fees and administrative support fees for the municipal code online.

01-5101-348 CONSULTANT FEES

This account is primarily utilized for professional engineering and architectural services rendered by our City Engineer, TEIM Design, but is also used for other services of a professional nature such as legal, actuarial, etc.

01-5101-354 ASSOCIATION MEMBERSHIPS/CONFERENCE REGISTRATIONS

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

MEMBERSHIPS:

Oklahoma Municipal League (OML) Service Fees	\$36,000
Assoc of Central Oklahoma Governments (ACOG) membership	\$19,100
Oklahoma Mid-Size Cities Coalition (OMCC) membership	\$5,500
Oklahoma Municipal Management Services (OMMS) membership	\$5,000
National League of Cities (NLC) membership	\$3,900
Yukon Chamber of Commerce membership	\$750
Sam's Club memberships	\$785
Greater OKC Chamber of Commerce membership	\$400
Sister Cities International membership	\$450
Oklahoma Mayor's Council membership	\$300
Oklahoma Municipal Judges Association	\$50
OK Association of Municipal Attorneys	\$350
Engaging Local Gov't Leaders (ELGL) membership (2)	\$110
3CMA membership (2)	\$800
Government Social Media membership	\$80
International Municipal Lawyers membership	\$625

CONFERENCES:

National League of Cities Congress conference	\$3,500
National League of Cities City Summit conference	\$2,200
3CMA Conference x2	\$1,455
Other conf fees/memberships	\$281
Oklahoma Municipal League (OML) Conference	\$1,250
Government Social Media Conference	\$860
OK Association of Municipal Attorneys - Spring conference	\$250
OK Association of Municipal Attorneys - Fall conference	\$200

Total \$84,196

01-5101-355	LEGAL		
		Includes 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 Chamber of Commerce Gala sponsor	\$2,000
		Yukon Chamber of Commerce Golf Tournament sponsor	\$750
		Yukon Public Schools Foundation for Excellence Banquet sponsor	\$500
		Yukon Chamber of Commerce New Teacher Luncheon Sponsor	\$300
		Russell-Murray Hospice Gala & tickets	\$648
		SWCS Gold Tournament Hole Sponsor	\$500
		Yukon Veteran's Museum Gala sponsor	\$500
		United Way Campaign Celebration Luncheon sponsor	\$250
		Memorial flowers/misc sponsorships	\$2,500
		Total	\$7,948
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 for Concerts in the Park, RAC events, Freedom Fest, Christmas in the Park and other Special Events where music is played/heard. Fees Include:	
		ASCAP music License fee	\$450
		BMI music License fee	\$425
		SESAC music License fee	\$585
		Total	\$1,460
01-5101-381	FESTIVALS AND EVENTS		
		Budgeted expenses include subsidies for sponsored events and non-sponsored event expenses. Subsidies include:	
		Czech Festival (portapotties)	\$1,200
		Chisholm Trail Hist. Pres. Society - Easter on the Prairie (portapotties)	\$400
		Non-Sponsored Event exp.	\$1,000
		Total	\$2,600
01-5101-504	CONTRACTUAL AGREEMENTS		
		Monthly Pafford Stipend for ambulance services. Economic Development Assistance for Atwood's.	



FY 2024-2025 BUDGET
01-General Fund

ADMINISTRATION

DEPARTMENTAL EXPENDITURES		2022-2023 ACTUAL	2023-2024		2024-2025 REQUESTED BUDGET
			CURRENT BUDGET	PROJECTED YEAR END	
PERSONAL SERVICES					
5102-101	Regular Employees	415,751	410,964	415,316	430,633
5102-103	Overtime	0	3,000	35	3,000
5102-106	Expense Allowance	4,984	4,800	7,958	12,000
5102-108	Employee Group insurance	22,995	23,121	21,740	29,779
5102-110	Unemployment Insurance	752	600	40	600
5102-112	Employee Retirement	78,593	81,629	78,595	87,353
5102-113	FICA (Social Security)	30,652	32,563	29,205	42,468
5102-117	Employee Dental Insurance	2,200	2,343	2,152	2,466
5102-121	Sick Leave Buy Back	9,636	11,702	10,064	121,501
TOTAL PERSONAL SERVICES		565,564	570,722	565,105	729,800
MATERIALS AND SUPPLIES					
5102-201	Office Supplies	655	850	850	850
5102-208	Publications & Periodicals	209	150	60	60
5102-217	Wearing Apparel	0	250	250	250
TOTAL MATERIALS AND SUPPLIES		864	1,250	1,160	1,160
SERVICES AND CHARGES					
5102-328	Document Destruction	221	204	204	204
5102-331	Travel Expense	7,693	7,725	6,025	7,525
5102-349	Printing	0	100	68	50
5102-354	Assoc Memberships & Conf I	6,398	5,275	3,847	4,675
5102-356	Training	500	0	0	790
TOTAL SERVICES AND CHARGES		14,812	13,304	10,144	13,244
TOTAL ADMINISTRATION		581,240	585,276	576,409	744,204

Over FY 23-24 Budget 158,928
27.15%

01-5102-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>
Position	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>
City Manager	1	1	1
Executive Administrative Asst	1	1	1
Assistant to the City Manager	1	1	1
Total	3	3	3

*includes the accrued leave pay out from Tammy Kretchmar

01-5102-201 OFFICE SUPPLIES

Pens, staples, paper clips, etc.

01-5102-208 PUBLICATIONS & PERIODICALS

Subscriptions to local newspaper

01-5102-217 WEARING APPAREL

Branded clothing for office staff

01-5102-331 TRAVEL EXPENSE

Travel expenses for ICMA, NLC, CMAO, OML, and other conferences. Meals for Admin breakfast/lunch meetings; mileage reimbursements.

CMAO Conf. Summer - TK	\$450.00
ICMA Conference - TK	\$1,700.00
CMAO Conf. Winter - TK	\$375.00
OML Conference - TK & JB	\$1,500.00
NLC Conference - TK	\$1,700.00
Lunches, Meetings, etc.	\$1,800.00
Total	\$7,525.00

01-5102-349 PRINTING

Business cards, etc.

01-5102-354 ASSOCIATION MEMBERSHIPS & CONFERENCE REGISTRATIONS

CMAO Membership - TK	\$800.00
ICMA Membership - TK	\$1,200.00
CMAO Conf. Reg. - TK (W & S)	\$700.00
OML Conf. Reg. - TK & JB	\$750.00
ICMA Conf. Reg. - TK	\$425.00
NLC Conf. Reg. - TK	\$725.00
OMMS Conference - TK	\$25.00
OMMS Membership - TK	\$50.00
Total	\$4,675.00

01-5102-356 TRAINING

OML trainings	\$190.00
OMMS Leadership	\$100.00
City Leadership Classes	\$500.00
Total	\$790.00



FY 2024-2025 BUDGET
01 - General Fund

INSURANCE

DEPARTMENTAL EXPENDITURES		2022-2023 ACTUAL	2023-2024		2024-2025
			CURRENT BUDGET	PROJECTED YEAR END	REQUESTED BUDGET
PERSONAL SERVICES					
5103-107	Bonds	725	725	3,731	725
5103-109	Worker's Compensation	686,815	757,426	799,135	833,169
5103-112	Retirement	0	0	1,400	15,700
TOTAL PERSONAL SERVICES		687,540	758,151	802,866	833,894
SERVICES AND CHARGES					
5103-342	Automobile Insurance	249,006	261,456	283,739	274,529
5103-343	Property Insurance	164,940	173,187	181,727	181,846
5103-343-1	Flood Insurance	1,033	3,000		3,000
5103-366	Emergencies	0	2,000	1,000	2,000
5103-368	General Liability Deductible	10,072	7,500	8,276	8,000
5103-392	ACA Report Processing	4,272	4,500	4,272	4,500
TOTAL SERVICES AND CHARGES		429,323	451,643	479,013	473,875
TOTAL INSURANCE		1,116,862	1,209,794	1,281,879	1,307,769

Over FY 23-24 Budget 97,975.00
8.10%

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 (every 3 years)	\$3,275
	Total	<u>\$4,000</u>
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	
01-5103-112	RETIREMENT	
	Retiree insurance premiums paid by city per ordinance.	
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 2024-2025 BUDGET
01-General Fund

FINANCE

		2022-2023 ACTUAL	2023-2024		2024-2025 REQUESTED BUDGET
DEPARTMENTAL EXPENDITURES			CURRENT BUDGET	PROJECTED YEAR END	
PERSONAL SERVICES					
01-5104-101	Regular Employees	391,470	399,769	395,022	389,321
01-5104-106	Expense Allowance	7,477	7,200	6,892	7,200
01-5104-108	Employee Health Insurance	35,062	32,347	29,507	39,437
01-5104-110	Unemployment Insurance	1,003	800	800	800
01-5104-112	Employee Retirement	58,518	63,829	53,398	61,915
01-5104-113	FICA (Social Security)	29,778	30,965	29,180	30,166
01-5104-117	Employee Dental Insurance	2,933	3,124	2,776	3,288
01-5104-121	Sick Leave Buy Back	4,658	5,000	4,436	5,000
TOTAL PERSONAL SERVICES		530,899	543,034	522,011	537,127
MATERIALS AND SUPPLIES					
01-5104-201	Office Supplies	195	300	144	300
01-5104-208	Publications & Periodic	49	75	0	75
01-5104-217	Wearing Apparel	303	300	300	300
TOTAL MATERIALS AND SUPPLIES		547	675	444	675
SERVICES AND CHARGES					
01-5104-315	Office Equipment	90	100	87	100
01-5104-316	Furniture,Fixtures & Misc Furn	0	300	240	300
01-5104-328	Document Destruction	221	275	286	275
01-5104-331	Travel Expense	0	250	252	250
01-5104-332	Tuition Reimbursement	2,500	2,500	1,316	2,500
01-5104-349	Printing	1,492	1,500	3,868	0
01-5104-354	Assoc Memberships & Con	775	1,400	300	1,400
TOTAL SERVICES AND CHARGES		5,078	6,325	6,349	4,825
TOTAL FINANCE		536,524	550,034	528,804	542,627

Under FY 23-24 Budget

(7,407.42)
-1.35%

01-5104-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>
<u>Position</u>	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>
City Clerk/Finance Director	1	1	1
Deputy City Clerk	1	1	1
City Treasurer	1	1	1
Finance/Purchasing Clerk II	1	1	1
Total	4	4	4

01-5104-217 WEARING APPAREL

Includes wearing apparel for staff.

01-5104-315 OFFICE EQUIPMENT

Includes replacement electric stapler, calculator, 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.

01-5104-332 TUITION REIMBURSEMENT

Sara Johnson - M.S. Organizational Leadership

01-5104-349 PRINTING

Includes printing of envelopes with logo and Accounts Payable checks for various funds.
Checks normally printed every other year.

01-5104-354 ASSOCIATION MEMBERSHIPS & CONFERENCE REGISTRATIONS

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

OMCTFOA membership dues	\$200.00
MC&T State Certification	\$400.00
OMCTFOA annual conference	\$800.00
Total	\$1,400.00



FY 2024-2025 BUDGET
01 - General Fund

FIRE DEPARTMENT

DEPARTMENTAL EXPENDITURES		2022-2023 ACTUAL	2023-2024		2024-2025
			CURRENT BUDGET	PROJECTED YEAR END	REQUESTED BUDGET
PERSONAL SERVICES					
5106-101	Regular Employees	4,260,291	4,093,488	4,178,844	4,246,872
5106-103	Overtime	235,877	185,500	208,618	200,000
5106-108	Employee Health Insurance	580,246	636,035	558,110	648,914
5106-110	Unemployment Insurance	11,392	9,000	3,363	9,000
5106-112	Employee Retirement	585,149	600,849	570,391	642,813
5106-113	FICA (Social Security)	70,160	70,762	65,680	74,839
5106-117	Employee Dental Insurance	31,913	35,145	31,109	36,990
5106-119	Cleaning Allowance	0	1,560	1,213	1,560
5106-121	Sick Leave Buy Back	56,321	95,800	89,904	191,800
TOTAL PERSONAL SERVICES		5,831,348	5,728,139	5,707,232	6,052,787
MATERIALS AND SUPPLIES					
5106-201	Office Supplies	84	300	300	375
5106-202	Duplication/Computer Supplie	400	575	575	500
5106-205	Nondurable Supplies	3,756	5,000	5,000	5,000
5106-206	Building Maintenance Supplies	6,029	5,500	5,500	5,500
5106-207	Chemicals	2,277	1,500	1,500	1,500
5106-210	Landscaping Supplies	397	500	500	500
5106-211	Training Supplies	238	3,000	3,000	3,000
5106-213	Food Supplies	4,771	5,000	5,000	5,000
5106-217	Wearing Apparel	48,658	46,880	46,880	46,880
5106-218	Protective Clothing/Safety Eql	26,526	33,000	33,000	33,000
5106-220	Medical Supplies	12,352	13,000	13,000	17,000
5106-221	Public Educational Supplies	2,500	3,000	3,000	5,000
TOTAL MATERIALS AND SUPPLIES		107,989	117,255	117,255	123,255
SERVICES AND CHARGES					
5106-315	Office Equipment	34	100	100	100
5106-316	Furniture,Fixtures & Misc F	0	2,000	2,000	2,000
5106-317	Durable Tools	14,750	15,000	15,000	15,000
5106-318	Motor Vehicle/Small Equip P	0	0	0	0
5106-323	Inspection Fees for Prop/Eq	2,962	3,400	3,400	3,400
5106-328	Document Destruction	156	200	200	200
5106-331	Travel Expense	2,014	5,000	5,000	5,000
5106-332	Tuition Reimbursement	2,392	2,500	0	0
5106-340	Postage and Shipping	208	250	250	250
5106-349	Printing	102	200	200	200
5106-354	Assoc Memberships & Conf Re	822	1,770	1,770	1,770
5106-356	Training	7,679	12,000	12,000	12,000
5106-360	Contributions and Memorials	555	500	500	500
5106-365	Maintenance Agreements	5,969	5,970	5,970	8,465
5106-376	Licensing	12,748	13,688	13,688	13,688
5106-377	Licenses	1,027	1,242	1,242	1,242
TOTAL SERVICES AND CHARGES		51,417	63,820	61,320	63,815
TOTAL FIRE DEPARTMENT		5,990,754	5,909,214	5,885,807	6,239,857

Over FY 23-24 Budget 330,643.15
5.60%

01-5106-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>
<u>Position</u>	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>
Fire Chief	1	1	1
Deputy Chief	1	1	1
Battalion Chief	3	3	3
Training Chief	1	1	1
Captain	6	6	6
Sergeant	9	9	9
Corporal	13	18	16
Fire Fighter	8	3	5
Office Coordinator II	1	1	1
Clerk II	1	1	1
Total	44	44	44

01-5106-201 OFFICE SUPPLIES

General office supplies: pens, pencils, notebooks, etc.

01-5106-202 DUPLICATION/COMPUTER SUPPLIES

Copy paper, file folders, etc.

01-5106-205 NONDURABLE SUPPLIES

Small tools (wrenches, shovels, brooms, batteries, flashlights, thermometers, extension cords, garden hose, fuel cans, nozzles, water coolers for trucks, etc.

01-5106-206 BUILDING MAINTENANCE SUPPLIES

Cleaning supplies, floor wax, air deodorizer, toilet disinfectants, scouring powder, window cleaner, hand soap, toilet paper, paper towels, dishsoap, shop towels, buffer pads, etc.

01-5106-207 CHEMICALS

FF Foam (foam usage is for fighting fires, \$83/5 gal. bucket), Absorbents (Haz Mat), Gear soap, Truck washing soap

01-5106-211 TRAINING SUPPLIES

Manikin Prop - (Ruth Lee Fire/Rescue Duty Range Training Manikin)
IFSTA Books: Company Officers, Progressive Leadership Principles, Concepts & Tools, Fire Company Training Evolutions, Fire Origin & Cause, Chief Officer Curriculum, etc.

01-5106-213 FOOD SUPPLIES;

Community coffee, coffee cups/lids, Thanksgiving & Christmas Dinner for on-duty crew, bottled water, refreshments for large classes, retirement refreshments, etc.

01-5106-217 WEARING APPAREL

Uniform allowance per IAFF contract, Chief's uniforms, dress uniforms, OK Task Force-1 uniform per contract, uniform patches, collar brass and clothing repair.

Contractual Uniform Allowance \$1000 each x 40 & misc.	\$40,000
Chief's uniforms, dress uniforms	\$1,800
OK Task Force-1 uniform per contract	\$2,000
Uniform patches, collar brass, clothing repair, etc.	\$1,700
Uniform for new hire: station clothes, boots, class A shirts	\$1,380
Total	\$46,880

01-5106-218 PROTECTIVE CLOTHING/SAFETY EQUIPMENT

Bunker Gear, Bunker Boots, FF Gloves, Carbon Hoods, Helmets, safety glasses, flashlights, etc.

Bunker gear - replace - 4 x \$4,570 \$18,280

Bunker Boots - replace - 4 x \$554 \$2,216

Wildland Gear - New Hire - 1 x \$1,803 \$1,803

Mask Fit & SCBA testing \$3,300

Miscellaneous protective clothing/gear and repair \$1,286

Helmets, Hoods, Gloves \$6,115

Total \$33,000

01-5106-220 MEDICAL SUPPLIES

Medical supplies, to include airway & oxygenation supplies, Epi-Pens, glucometers w/strips, medication replacement, Red Bag Disposal. Refill Oxygen Cylinders, IV & IO Catheter replacement, Body substance isolating protection. (Gloves, gowns, goggles and mask).

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. We are estimating approx. 1,335 kids this year.

01-5106-315 OFFICE EQUIPMENT

Calculators, staplers, command board

01-5106-316 FURNITURE, FIXTURES & MISC

Replace office chairs, rugs in offices in Admin Office, office and dining room chairs at St. 2.

Replace clock in front area.

01-5106-317 DURABLE TOOLS

Booster Line nozzles, various hose sizes, hose roller, ground ladder replacement if needed. Purchase and replace equipment for fire trucks, to include brackets, pike poles, saws & misc. firefighting tools.

01-5106-323 INSPECTION FEE/PROPERTY & EQUIPMENT

Certified testing for all pumps on trucks and all ground and aerial ladders.

Annual Pump Testing \$1,650

Annual Ladder Testing \$1,225

Annual Cascade Compress Service - St. 1 \$525

Total \$3,400

01-5106-328 DOCUMENT DESTRUCTION

Shredding medical information, etc.

01-5106-331 TRAVEL EXPENSE

Blue Card Instructor Train the Trainer (Phoenix) Contractual, OSFA State Fire School OFCA - Fire Chiefs Conference & Winter workshop, OK Haz-Mat Conference, OSFA Conference, Federal Fire Chaplain Conference, ESO Conference (Fire Incident Software).

01-5106-349 PRINTING

Burn permit books, business cards, etc.

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	(FC/DFC)	\$220
Fire Service Instructor OK	(TO)	\$73
OK State Firefighters Assoc.	(FC/DFC)	\$140
Metro Fire Chief's Assoc.	(FC/DFC)	\$20
OK Fire Chief's Assoc.	(FC/DFC)	\$72
OK State Dept of Health	(Dept. Lic)	\$35
Fire Chiefs Conference	(FC/DFC)	\$1,210
Total		\$1,770

01-5106-356 TRAINING

To include but not limited to, Officer & Firefighter Development Training: Blue Card Command Training, Fire Officer I & II, Fire Instructor, Mental Wellness & Health, Fire Behavior, Strategies & Tactics. Funding for employees attending Conferences or training off-site.

01-5106-360 CONTRIBUTIONS AND MEMORIALS

Retirement items, Flowers for Memorials, Council Gifts

01-5106-365 MAINTENANCE AGREEMENTS

Airgas maintenance, Oxygen Cylinders (SCBA), Physio Control (LifePaks & AED).

Airgas	\$220
Self-Contained Breathing Apparatus (SCBA) Air Quality Testing	\$1,884
Physio Control (Life Paks & AED Maintenance	\$6,361
Total	\$8,465

01-5106-376 LICENSING

Usage fees for portable and mobile radios.

01-5106-377 LICENSES

Reimburse required driving records for employees who drive city vehicles and equipment.

Driving records - 44 employees	\$1,242
Total	\$1,242



FY 2024-2025 BUDGET
01-General Fund

POLICE DEPT

DEPARTMENTAL EXPENDITURES		2022-2023 ACTUAL	2023-2024		2024-2025 REQUESTED BUDGET
			CURRENT BUDGET	PROJECTED YEAR END	
PERSONAL SERVICES					
5107-101	Regular Employees	5,471,786	5,800,190	5,770,819	6,097,616
5107-103	Overtime	302,676	264,500	369,347	257,000
5107-108	Employee Health Insurance	684,674	908,278	686,672	956,010
5107-110	Unemployment Insurance	18,139	14,800	8,407	14,600
5107-112	Employee Retirement	693,145	802,772	654,712	889,107
5107-113	FICA (Social Security)	427,285	474,456	432,287	494,077
5107-117	Employee Dental Insurance	48,198	57,794	48,527	60,006
5107-119	Cleaning Allowance	1,560	1,560	1,806	1,560
5107-121	Sick Leave Buy Back	81,608	137,350	126,048	103,900
TOTAL PERSONAL SERVICES		7,729,071	8,461,700	8,098,625	8,873,875
MATERIALS AND SUPPLIES					
5107-201	Office Supplies	1,406	2,000	2,000	2,000
5107-202	Duplication/Computer Suppli	903	1,500	1,500	1,500
5107-205	Nondurable Supplies	598	1,000	1,000	1,000
5107-206	Building Maintenance Supplie	2,617	3,700	3,700	3,700
5107-207	Chemicals	469	750	750	750
5107-208	Publications & Periodicals	1,369	1,000	1,000	1,000
5107-210	Landscaping Supplies	88	1,000	1,000	1,000
5107-211	Training Supplies	16,893	35,000	25,000	55,000
5107-213	Food Supplies	1,466	1,900	1,900	1,900
5107-214	Investigative/Illustrative	1,280	2,500	2,500	2,500
5107-217	Wearing Apparel	22,188	30,000	30,000	37,500
5107-218	Protective Clothing/Safety Eq	17,284	30,700	30,700	30,700
5107-220	Medical Supplies	743	1,000	1,000	1,000
5107-221	Public Educational Supplies	0	1,200	1,200	1,200
5107-222	Record Supplies	435	250	250	250
5107-224	Meals/Supplies for Prisoners	2,399	5,000	4,000	4,000
TOTAL MATERIALS AND SUPPLIES		70,139	118,500	107,500	145,000
SERVICES AND CHARGES					
5107-302	Buildings	0	0	0	0
5107-315	Office Equipment	380	1,000	1,000	1,000
5107-316	Furniture,Fixtures & Misc Furnis	1,129	1,500	1,500	1,500
5107-317	Durable Tools	793	1,350	1,350	1,350
5107-318	Motor Vehicles/Small Equip	120	160	160	160
5107-321	Air Conditioning and Heating	0	0	0	0
5107-323	Inspection of Property & Equip	105	1,400	1,400	1,400
5107-328	Document Destruction	322	675	675	675
5107-330	Medical Expenses-Employees	5,900	3,700	3,700	3,700
5107-331	Travel Expense	2,865	3,000	3,000	3,000
5107-332	Tuition Reimbursement	0	2,500	2,500	5,000

DEPARTMENTAL EXPENDITURES		2022-2023 ACTUAL	2023-2024		2024-2025 REQUESTED BUDGET
			CURRENT BUDGET	PROJECTED YEAR END	
5107-340	Postage and Shipping	2,660	3,000	3,000	3,000
5107-341	Telephones, Teletype, Pager	10,640	10,000	10,000	68,468
5107-346	Rentals & Leases	2,100	2,000	2,000	2,000
5107-347	Special Services	367	2,000	2,000	2,000
5107-349	Printing	856	1,100	1,100	1,100
5107-354	Assoc Memberships & Conf R	6,454	10,000	10,000	10,000
5107-356	Training	5,100	9,000	9,000	9,000
5107-358	Medical Services (Non-Emp)	0	3,500	3,500	3,500
5107-361	Refunds	0	200	200	200
5107-365	Maintenance Agreements	0	7,062	7,062	7,062
5107-376	Licensing	80,494	78,500	78,472	114,172
TOTAL SERVICES AND CHARGES		120,285	141,647	141,619	238,287
TOTAL POLICE DEPARTMENT		7,919,495	8,721,847	8,347,744	9,257,162

Over FY 23-24 Budget 535,315
6.14%

01-5107-101

REGULAR EMPLOYEES

Includes salary for Full time employees:

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	
<u>Position</u>	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>	
Chief	1	1	1	
Deputy Chief	1	1	1	
Major	2	2	2	
Captain	7	7	7	
Lieutenant	6	6	6	
Sergeant	22	22	18	
Patrol Officer	11	14	19	
Office Coordinator I	1	1	1	
Communications Officer	13	14	14	
Jailer/Property Room Tech	1	1	1	
Supervisor IV	0	0	0	
Police Records Tech	3	3	3	
Total	68	72	73	*Increase of 1 sworn position

01-5107-201

OFFICE SUPPLIES

Purchase of pens, staples, paper clips, tablets, folders and other misc office supplies for daily operations.

01-5107-202

DUPLICATION/COMPUTER SUPPLIES

Includes the purchase of copy paper, thumb drives, CDs for recordings. Need for flash drives is higher due to implementation of body cam footage.

01-5107-205

NONDURABLE SUPPLIES

Purchase light bulbs, batteries and flags.

01-5107-206

BUILDING MAINTENANCE SUPPLIES

Products to clean and maintain Police Department and Jail.

01-5107-207

CHEMICALS

Chemicals needed to spray gun range.

01-5107-208

PUBLICATIONS & PERIODICALS

Subscriptions to newspapers, publications, etc. Includes materials for promotion exams.

01-5107-210

LANDSCAPING SUPPLIES

Funding for plants to enhance the appearance of our department.

01-5107-211

TRAINING SUPPLIES

Purchase practice ammo, taser training cartridges (taser recertification), less lethal munitions, and training cartridges, targets, training manuals, materials used for in-house training of police personnel. Must meet required contractual qualification

01-5107-213

FOOD SUPPLIES

Supplies for PD events such as Community Coffee, Chiefs lunches, holiday meals and retirement party supplies.

01-5107-214

INVESTIGATIVE SUPPLIES

Funds to purchase needed equipment for detective division.

01-5107-217	WEARING APPAREL This account includes uniform items for sworn police as specified in Collective Bargaining Agreement. Also includes wearing apparel for non-sworn police staff.
01-5107-218	PROTECTIVE CLOTHING/SAFETY EQ Body armor for new hires, replacements as needed, and ear and eye Protection.
01-5107-220	MEDICAL SUPPLIES Purchase items to stock first aid kits
01-5107-221	PUBLIC EDUCATIONAL SUPPLIES This account includes the cost of promotional items.
01-5107-222	RECORD SUPPLIES New and renewal of notaries for Records, Dispatch, Jail and Admin Staff.
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.
01-5107-302	BUILDINGS Materials to repair flooring and chipped paint throughout department. Replace ceiling tiles, and fixtures in bathrooms.
01-5107-315	OFFICE EQUIPMENT Purchase of label maker, calculators and records.
01-5107-316	FURNITURES, FIXTURES and MISCELLANEOUS FURNISHINGS Replace office chairs. Touch up paint in different areas of the building. ATF approved storage cabinet for explosive breaching tools.
01-5107-317	DURABLE TOOLS Includes tools and equipment repair for the police department.
01-5107-318	MOTOR VEHICLES/SMALL EQUIPMENT Repairs to existing bicycles.
01-5107-323	INSPECTION FEE FOR PROPERTY & EQUIPMENT Includes annual inspection fee for the rangehood in the kitchen at the Police Dept., fire panel and generator alarm panel repair.
01-5107-328	DOCUMENT DESTRUCTION Cost of shredding documents.
01-5107-330	MEDICAL EXPENSES - EMPLOYEES These funds are needed for psychological exams and pension physicals for new hires.
01-5107-331	TRAVEL EXPENSE Increased expenses for Deputy Chief. Funding in this account is for travel expenses for employees attending conferences or training off-site, and Chief's conference.

01-5107-332	TUITION REIMBURSEMENT Reimbursement for college classes. For Captain Brugh and Officer Sutton.																						
01-5107-340	POSTAGE AND SHIPPING Shipping and postage to send mail items out of department/OSBI blood kits.																						
01-5107-341	TELEPHONES, TELETYPE, INTERNET Oklahoma Law Enforcement Telecommunications System (OLETS) Fee and OLETS Mobile fees. Cost increase imposed by the state of Oklahoma effective July 2021. <table> <tr> <td>OLETS User fee</td><td>\$4,200</td></tr> <tr> <td>OLETS Mobile User fee</td><td>\$4,900</td></tr> <tr> <td>Query Only/Light Access Terminal</td><td>\$600</td></tr> <tr> <td>Messenger annual user fee</td><td>\$300</td></tr> <tr> <td>Satellite Phone - Monthly Minutes</td><td>\$520</td></tr> <tr> <td>Verizon Cellular Services - Investigations</td><td>\$2,160</td></tr> <tr> <td>Verizon Cellular Services - PD</td><td>\$26,640</td></tr> <tr> <td>Cox Business - Internet Connection for Jail Phone Service</td><td>\$828</td></tr> <tr> <td>Five new vehicle Cellular Connections</td><td>\$2,940</td></tr> <tr> <td>47 New Cell Phones @ 45.00 per month for all officers</td><td>\$25,380</td></tr> <tr> <td>Total</td><td>\$68,468</td></tr> </table>	OLETS User fee	\$4,200	OLETS Mobile User fee	\$4,900	Query Only/Light Access Terminal	\$600	Messenger annual user fee	\$300	Satellite Phone - Monthly Minutes	\$520	Verizon Cellular Services - Investigations	\$2,160	Verizon Cellular Services - PD	\$26,640	Cox Business - Internet Connection for Jail Phone Service	\$828	Five new vehicle Cellular Connections	\$2,940	47 New Cell Phones @ 45.00 per month for all officers	\$25,380	Total	\$68,468
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Total	\$68,468																						
01-5107-346	RENTALS AND LEASES These funds are for the rental of equipment not readily available in the event of an emergency. This includes night vision equipment lease agreement.																						
01-5107-347	SPECIAL SERVICES Cleaning and sanitizing jail and warrant processing fees.																						
01-5107-349	PRINTING Cost of forms used daily by patrol. 988 mental health cards and impound stickers.																						
01-5107-354	ASSOCIATION MEMBERSHIPS & CONFERENCE REGISTRATIONS The funding in this account covers the cost of professional memberships and conference registration fees. <table> <tr> <td>Oklahoma Sheriffs and Peace Officers Assoc membership</td><td>\$100</td></tr> <tr> <td>International Police Mountain Bike Association membership</td><td>\$60</td></tr> <tr> <td>Oklahoma Association of Chiefs of Police membership</td><td>\$150</td></tr> <tr> <td>International Association of Chiefs of Police membership</td><td>\$380</td></tr> <tr> <td>FBI National Academy Associates membership</td><td>\$105</td></tr> <tr> <td>Regional Organized Crime Info Center membership</td><td>\$300</td></tr> <tr> <td>National Association of School Resource Officers</td><td>\$240</td></tr> <tr> <td>Other memberships/conference registrations</td><td>\$8,665</td></tr> <tr> <td>Total</td><td>\$10,000</td></tr> </table>	Oklahoma Sheriffs and Peace Officers Assoc membership	\$100	International Police Mountain Bike Association membership	\$60	Oklahoma Association of Chiefs of Police membership	\$150	International Association of Chiefs of Police membership	\$380	FBI National Academy Associates membership	\$105	Regional Organized Crime Info Center membership	\$300	National Association of School Resource Officers	\$240	Other memberships/conference registrations	\$8,665	Total	\$10,000				
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Other memberships/conference registrations	\$8,665																						
Total	\$10,000																						
01-5107-356	TRAINING Funding includes the cost of tuition, fees, online registration and books associated with employees attending training off-site. <table> <tr> <td>Miscellaneous training</td><td>\$9,000</td></tr> <tr> <td>Total</td><td>\$9,000</td></tr> </table>	Miscellaneous training	\$9,000	Total	\$9,000																		
Miscellaneous training	\$9,000																						
Total	\$9,000																						
01-5107-358	MEDICAL SERVICES (NON-EMPLOYEE RELATED) Includes medicine and medical treatment as needed for prisoners.																						
01-5107-361	REFUNDS Refund for citizens who pay online and are not in our jurisdiction.																						

01-5107-365	MAINTENANCE AGREEMENTS	
	Maintenance agreements funded by this account include the generator and the HVAC system.	
	HVAC maintenance agreement	\$7,062
	Total	\$7,062
01-5107-376	LICENSING	
	Radio usage fees and Capital replacement allocation fees per agreement with City of OKC.	
	Includes GeoSafe tracking/Call interface.	
	Police Mobile Radio Usage Fee	\$13,774
	Police Portable Radio Usage Fee	\$8,700
	OKC Radio System Capital replacement allocation fee	\$34,948
	Flock Safety Camera annual service charge	\$21,000
	GeoSafe Citation & GPS	\$14,700
	GeoSafe Tracking/Call Interface Software	\$15,050
	Cellebrite	\$6,000
		\$114,172



FY 2024-2025 BUDGET
01-General Fund

STREET DEPT

DEPARTMENTAL EXPENDITURES		2022-2023 ACTUAL	2023-2024		2024-2025 REQUESTED BUDGET
			CURRENT BUDGET	PROJECTED YEAR END	
PERSONAL SERVICES					
5108-101	Regular Employees	702,655	705,869	719,390	707,178
5108-102	Part-time/Seasonal Employee	8,235	9,000	161,554	154,752
5108-103	Overtime	9,170	19,500	12,473	19,500
5108-106	Expense Allowance	0	3,900	3,900	3,900
5108-108	Employee Group Insurance	101,254	106,112	95,233	124,850
5108-110	Unemployment Insurance	3,190	2,600	2,381	2,600
5108-112	Employee Retirement	103,554	125,567	94,611	115,021
5108-113	FICA (Social Security)	52,772	57,250	51,011	55,950
5108-117	Employee Dental Insurance	9,034	10,153	8,822	10,686
5108-121	Sick Leave Buy Back	5,049	26,000	4,618	6,200
TOTAL PERSONAL SERVICES		994,913	1,065,951	1,153,993	1,200,638
MATERIALS AND SUPPLIES					
5108-205	Nondurable Supplies	2,582	2,500	2,500	2,500
5108-206	Building Maintenance Suppli	160	250	250	250
5108-207	Chemicals	6,596	7,500	7,500	7,500
5108-217	Wearing Apparel	6,688	4,329	4,329	5,800
5108-218	Protective Clothing/Safety	1,866	1,465	1,200	1,250
5108-223	Welding Supplies	3,158	3,500	3,500	3,500
TOTAL MATERIALS AND SUPPLIES		21,050	19,544	19,279	20,800
SERVICES AND CHARGES					
5108-303	Bridges and Culverts	0	5,000	5,000	5,000
5108-306	Sidewalk Step Curb Gutter&C	8,851	9,000	9,000	9,000
5108-307	Storm Sewers	9,023	12,000	12,000	12,000
5108-308	Drainage Ditches	8,973	9,000	19,256	20,000
5108-309	Streets Alleys and Roadways	34,399	50,000	50,000	50,000
5108-310	Parking Areas	1,283	4,000	5,500	5,500
5108-311	Street Signs Traffic Lights	27,927	15,000	20,804	21,000
5108-317	Durable Tools	1,014	3,000	3,000	3,000
5108-320	Signal Systems	29,730	35,000	57,665	35,000
5108-346	Rentals & Leases	201	5,300	5,300	5,300
5108-356	Training	100	754	754	754
5108-359	Weeds, Debris, Autos, Etc.,	0	5,000	5,000	5,000
5108-362	Judgments and Damages	1,013	500	500	500
5108-365	Maintenance Agreements	12,030	12,096	20,400	25,400
5108-377	Licenses	823	584	666	814
5108-381	Special Events	3,275	750	750	750
5108-389	Snow/Ice Control	0	50,000	12,000	50,000
TOTAL SERVICES AND CHARGES		138,643	216,984	227,595	249,018
CAPITAL IMPROVEMENT					
5108-407	Sidewalks, Steps, Curbs	0	250,000	253,000	250,000
5108-410	Street Improvements	0	2,250,000	0	2,275,000
TOTAL CAPITAL IMPROVEMENT		0	2,500,000	253,000	2,525,000
TOTAL STREET DEPARTMENT		1,154,606	3,802,479	1,400,867	3,995,456

Over FY 23-24 Budget

192,977

5.08%

01-5108-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>
<u>Position</u>	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>
Superintendent	1	1	1
Foreman	1	1	1
Equipment Operator III	1	2	2
Equipment Operator II	2	2	2
Equipment Operator I	2	2	1
PPWP Crew Leader	1	1	0
Laborer III	1	1	1
Laborer I	3	3	5
Total	12	13	13

01-5108-102 PART-TIME/SEASONAL EMPLOYEES

Includes salary for part-time/seasonal employees assisting with day to day operations of the Street Department.

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>
<u>Position</u>	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>
Part-time/temporary workers	0	0	4
Total	0	0	4

01-5108-106 EXPENSE ALLOWANCE

Clothing allowance for eligible employees (\$300 ea.)

01-5108-205 NONDURABLE SUPPLIES

Includes small parts and tools, miscellaneous supplies for department operation.

01-5108-206 BUILDING MAINTENANCE SUPPLIES

Includes cost of shop towels, gloves, disposable wipes, etc.

01-5108-207 CHEMICALS

Includes chemicals to spray right-of-ways for weed control.

01-5108-217 WEARING APPAREL

The City provides 11 uniform shirts, 2 jackets, and cleaning for all Public Works employees.

01-5108-218 PROTECTIVE CLOTHING AND SAFETY EQUIPMENT

Includes PPE (Personal Protective Equipment) for street department staff.

01-5108-223 WELDING SUPPLIES

Includes demurrage (monthly cylinder lease) of oxygen, compressed gas and air, nitrogen, argon, carbon dioxide, acetylene, hydrogen, liquid petroleum gas, pipe, welding hood, gloves, tips, strikers, rods, lens, wire, etc. Additional cost due to increased welding projects.

01-5108-303 BRIDGES AND CULVERTS

Includes funds for repair(s) and maintenance for bridges and culverts.

01-5108-306 SIDEWALKS, STEPS, GUTTERS & CONCRETE REPAIRS

Yellow traffic paint used to repaint the curbs along Main Street before Czech Day. Concrete to repair any sidewalks or curbs.

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 tin horns. We have four tin horns 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 for parking areas at City facilities.		
01-5108-311	STREET SIGNS, TRAFFIC LIGHTS AND SIGNS		
	Replace street signs, stop 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 barricades, visors, and back plates.		
01-5108-317	DURABLE TOOLS		
	Includes heavy hand tools and equipment for the Street department.		
01-5108-320	SIGNAL SYSTEMS		
	Controllers, modules, cameras, 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. We have a contract with Signal Tek for repair and maintenance on signals.		
01-5108-346	RENTALS AND LEASES		
	Traffic control device rental for events, large tool rental, truck and golf cart rental. Traffic control devices include barricades, advanced warning signs, portable signs/stands and traffic cones.		
	Freedom Festival		\$300
	Czech Day traffic control devices		\$4,500
	Rock the Route traffic control devices		\$500
		Total	\$5,300
01-5108-356	TRAINING		
	CDL Training, Herbicide/Pesticide certification and renewal training, Paving Maintenance training renewal.		
	Herbicide/Pesticide renewal training		\$250
	Paving Maintenance renewal training		\$504
		Total	\$754
01-5108-359	NUISANCE ABATEMENT		
	Supplies as needed for property abatements, included, but not limited to: screws, plywood, trash bags, etc.		
01-5108-362	JUDGMENTS AND DAMAGES		
	Funds for the repairs of damages for judgments.		

01-5108-365	MAINTENANCE AGREEMENTS Contract with TLS Group, Inc. to provide maintenance on our signal systems throughout the City of Yukon. Thirty-two signal light locations (\$960 per month). Monthly Signal Maintenance	\$25,400 Total <u>\$25,400</u>
01-5108-377	LICENSES Driver's license record for all 13 employees, \$25 each and CDL renewals for eligible employees. Wastewater \$46 license renewal for Robert Drake and Pesticide applicator license renewal for eligible employees. Driver's license records Wastewater license Commercial Driver License (CDL) renewals Pesticide applicator License	\$325 \$46 \$343 \$100 Total <u>\$814</u>
01-5108-381	SPECIAL EVENTS Includes materials and supplies for Czech Day and Rock the Route. Costs include shirts, golf cart rentals, water for workers day of event, etc. Czech Day golf cart rental Czech Day water for workers Rock the Route water for workers	\$550 \$150 \$50 Total <u>\$750</u>
01-5108-389	SNOW AND ICE CONTROL Salt and sand for snow and ice control. Also includes third-party costs for equipment and labor to assist department with snow and ice control.	
01-5108-407	SIDEWALKS, STEPS, CURBS Sidewalk improvements to various locations. Phase two - sidewalk improvements.	
01-5108-410	STREET IMPROVEMENTS Improvements to the intersection located at Yukon Parkway and Vandament Avenue, Wilshire Blvd. reconstruction (w/ County) Cimarron to Richland (\$512,084), Garth Brooks multimodal trail (TAP) - City Share (\$217,609), I-40 & Garth Brooks Ramp - City Share (\$320,000); Includes street panel replacement (\$275,000)	



FY 2024-2025 BUDGET
01 - General Fund

MUNICIPAL COURT

DEPARTMENTAL EXPENDITURES		2022-2023 ACTUAL	2023-2024		2024-2025 REQUESTED BUDGET
			CURRENT BUDGET	PROJECTED YEAR END	
PERSONAL SERVICES					
5109-101	Regular Employees	218,331	244,599	224,612	264,358
5109-103	Over-time	0	900	0	900
5109-108	Employee Group Insurance	27,449	24,422	25,389	27,431
5109-110	Unemployment Insurance	1,028	800	697	800
5109-112	Employee Retirement	24,334	28,739	20,540	28,002
5109-113	FICA (Social Security)	15,836	18,781	15,711	20,292
5109-117	Employee Dental Insurance	2,200	2,343	2,152	2,466
TOTAL PERSONAL SERVICES		289,177	320,584	289,101	344,248
MATERIALS AND SUPPLIES					
5109-201	Office Supplies	788	750	750	750
5109-202	Duplication/Computer Suppli	196	350	350	350
5109-213	Food Supplies	136	275	275	275
5109-217	Wearing Apparel	340	500	435	500
5109-222	Record Supplies	90	115	90	115
TOTAL MATERIALS AND SUPPLIES		1,549	1,990	1,900	1,990
SERVICES AND CHARGES					
5109-315	Office Equipment	0	200	150	200
5109-316	Furniture, Fixtures & misc. Furnishings	0	2,200	2,200	2,200
5109-328	Document Destruction	0	264	264	264
5109-331	Travel Expense	1,056	1,700	1,400	1,700
5109-340	Postage and Shipping	2,173	2,200	2,200	2,200
5109-348	Consultant Fees	24,245	31,000	28,706	31,000
5109-349	Printing	818	2,500	2,500	2,500
5109-354	Assoc Memberships & Conf Reg	985	1,150	915	1,150
5109-356	Training	0	1,450	1,000	1,450
5109-363	Court Cost	0	150	0	150
TOTAL SERVICES AND CHARGES		29,276	42,814	39,335	42,814
TOTAL MUNICIPAL COURT		320,002	365,388	330,336	389,052

Over FY 23-24 Budget

23,664.39

6.48%

01-5109-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>
<u>Position</u>	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>
Court Administrator	1	1	1
Deputy Court Clerk	2	2	2
Municipal Judge	1	1	1
Total	4	4	4

01-5109-201 OFFICE SUPPLIES

Includes supplies for general office use.

01-5109-202 DUPLICATION/COMPUTER SUPPLIES

Copy paper for tickets, reports, letters, copies, etc.

01-5109-213 FOOD SUPPLIES

Includes filtered water for office staff.

01-5109-217 WEARING APPAREL

Branded wearing apparel for staff.

01-5109-222 RECORD SUPPLIES

Includes notaries, seals, stamps, file folders, receipt books, etc.

01-5109-315 OFFICE EQUIPMENT

Replacement of 10-key machines, staplers, folding machine, etc.

01-5109-316 FURNITURE, FIXTURES & MISC

New office chairs and benches for Court Clerk's office and lobby. Anti Fatigue Mats for Court Clerk's counter. Miscellaneous decorations for the Court Clerk's Lobby.

01-5109-331 TRAVEL EXPENSE

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

01-5109-340 POSTAGE AND SHIPPING

To mail before court letters, juvenile parent notice letters, and notice of warrant letters. The court also has to mail certified mailings for juvenile cases, and bond forfeiture cases.

01-5109-348 CONSULTANT FEES

Professional fees for the City Prosecutor which are billed hourly based on services. This amount fluctuates based on the number of citations issued and disputed.

City Prosecutor	\$31,000
Total	\$31,000

01-5109-349 PRINTING

Printing of forms including Court Minute books, Citation books, Warning books, business cards, letterhead and envelopes. Form usage increases and decreased based upon number of citations and warrants issued.

01-5109-354 ASSOCIATION MEMBERSHIPS & CONFERENCE REGISTRATIONS

Includes registration for staff to attend the 2025 Oklahoma Municipal Court Clerks Association Conference hosted by Oklahoma State University in Stillwater, Oklahoma; 2025 OMCCA membership dues, and District Certification Workshops.

MEMBERSHIPS:

Oklahoma Municipal Court Clerks Association Memberships	\$200
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CONFERENCES:

Oklahoma Municipal Court Clerks Association Workshops	\$700
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Oklahoma Municipal Court Clerks Association District Workshops	\$250
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Total	\$1,150
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01-5109-356 TRAINING

Oklahoma Municipal League training, Oklahoma State University Spears School of Business Management training and Tyler Connect Incode training.

01-5109-363 COURT COSTS

Includes jury, witness, and etc. fee for cost of conducting a possible jury trial. A jury trial is rare, but the city has budgeted funds in the event of one.



FY 2024-2025 Budget
01-General Fund

EMERGENCY MANAGEMENT

DEPARTMENTAL EXPENDITURES		2022-2023 ACTUAL	2023-2024		2024-2025 REQUESTED BUDGET
			CURRENT BUDGET	PROJECTED YEAR END	
PERSONAL SERVICES					
5110-101	Regular Employees	0	0	0	0
5110-108	Employee Group Insurance	0	0	0	0
5110-110	Unemployment	0	0	0	0
5110-112	Employee Retirement	0	0	0	0
5110-113	FICA (Social Security)	0	0	0	0
5110-117	Employee Dental Insurance	0	0	0	0
TOTAL PERSONAL SERVICES		0	0	0	0
MATERIALS AND SUPPLIES					
5110-201	Office Supplies	0	500	500	500
5110-202	Duplication/Compluter Suppl	0	350	350	350
5110-213	Food Supplies	0	250	250	250
5110-217	Wearing Apparel	0	0	0	0
5110-220	Medical Supplies	0	300	300	300
5110-226	Meeting/Workshop/Event Sup	0	500	500	500
TOTAL MATERIALS AND SUPPLIES		0	1,900	1,900	1,900
SERVICES AND CHARGES					
5110-316	Furniture,Fixtures & Misc F	0	100	100	100
5110-320	Signal Systems	2,935	10,000	8,000	54,800
5110-331	Travel Expense	0	500	500	500
5110-340	Postage and Shipping	0	200	200	200
5110-349	Printing	0	90	90	90
5110-354	Assoc Memberships & Conf R	0	450	450	450
5110-356	Training	0	250	250	250
5110-365	Maintenance Agreements	0	5,000	6,480	5,000
5110-369	Technology Equip, Repair	0	1,200	1,200	1,200
TOTAL SERVICES AND CHARGES		2,935	17,790	17,270	62,590
TOTAL EMERGENCY MANAGEMENT		2,935	19,690	19,170	64,490

Over FY 23-24 Budget 44,800.00
227.53%

01-5110-201	OFFICE SUPPLIES Purchase of Office Supplies for operation of EOC.
01-5110-202	DUPLICATION/COMPUTER SUPPLIES Purchase of copy paper and flash drives for EOC.
01-5110-213	FOOD SUPPLIES Supply of water and food items in the event of an emergency incident.
01-5110-217	WEARING APPAREL Wearing apparel for EOC staff and reflective vests.
01-5110-220	MEDICAL SUPPLIES First aid box supplies.
01-5110-226	MEETING/WORKSHOP/EVENT SUPPLIES Materials and supplies needed to host meetings, workshops and events.
01-5110-316	FURNITURE, FIXTURES & MISCELLANEOUS FURNISHINGS Repair or replacement of office furniture.
01-5110-320	SIGNAL SYSTEMS Increase to cover cost of repair and replace parts to sirens. Funds are necessary to maintain the sirens' motherboards, radios, batteries and essential components. The existing nine outdoor warning sirens must function at full capacity and respond when activated for the safety of the community. Includes battery upgrades for each siren.
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 airfare, 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.
Emergency management conf/workshops	
Total	
	\$500
01-5110-349	PRINTING Purchase printing cards and cartridges.
01-5110-354	ASSOCIATION MEMBERSHIPS & CONFERENCE REGISTRATIONS Memberships in Oklahoma and National Emergency Management Assoc. and registrations for the Oklahoma Emergency Managers annual conference and the annual National Weather Service's Severe Weather conference. Important for networking, community involvement and professional development.
OEMA membership dues	
NEMA membership dues	
other memberships/conference reg	
Total	
	\$35
	\$175
	\$240
	\$450

01-5110-356	TRAINING		
	Funding includes the cost of tuition, fees, online registration and books associated with employees attending training off-site.		
	OML training		\$250
		Total	\$250
01-5110-365	MAINTENANCE AGREEMENT		
	Funding for maintenance of sirens.		
01-5110-369	TECHNOLOGY EQUIPMENT REPAIR		
	TV replacements.		



DEPARTMENTAL EXPENDITURES		2022-2023 ACTUAL	2023-2024		2024-2025 REQUESTED BUDGET
			CURRENT BUDGET	PROJECTED YEAR END	
PERSONAL SERVICES					
5111-101	Regular Employees	438,234	447,634	451,579	475,689
5111-102	Part-Time/Seasonal Employees	0	0	0	0
5111-103	Overtime	124	1,500	0	1,500
5111-106	Expense Allowance	10,027	6,000	6,001	6,000
5111-108	Employee Group Insurance	44,903	45,559	40,266	49,018
5111-110	Unemployment Insurance	1,258	1,000	427	1,000
5111-112	Employee Retirement	66,634	71,877	59,744	76,621
5111-113	FICA (Social Security)	33,327	34,588	32,380	36,803
5111-117	Employee Dental Insurance	3,668	3,905	3,587	4,110
5111-121	Sick Leave Buy Back	2,567	3,000	3,669	3,900
TOTAL PERSONAL SERVICES		600,740	615,063	597,653	654,641
MATERIALS AND SUPPLIES					
5111-201	Office Supplies	226	400	380	400
5111-202	Duplication/Computer Suppli	26,094	34,000	34,000	34,000
5111-202-CTF	Duplication/Computer Suppli	94	750	700	750
5111-213	Food Supplies	409	350	350	350
5111-218	Protective Clothing/Safety Eq	0	750	725	750
TOTAL MATERIALS AND SUPPLIES		26,824	36,250	36,155	36,250
SERVICES AND CHARGES					
5111-302	Buildings	1,650	0	0	0
5111-315	Office Equipment	10,809	3,150	3,150	5,800
5111-316	Furniture,Fixtures & Misc F	0	1,000	950	1,000
5111-317	Durable Tools	235	250	250	250
5111-328	Document Destruction	0	250	0	125
5111-331	Travel Expense	1,409	6,000	5,200	4,000
5111-340	Postage and Shipping	137	300	225	300
5111-341	Telephone, Teletype, Internet	183,397	194,243	194,000	160,231
5111-349	Printing	27	400	350	400
5111-354	Assoc Memberships & Conf Re	0	4,500	4,000	4,000
5111-356	Training	0	0	0	2,500
5111-364	Building Security & Monitoring	13,060	17,687	17,680	18,559
5111-365	Maintenance Agreements	449,372	515,645	515,645	545,056
5111-365-CTF	Maintenance Agreements-CTF	14,957	24,105	24,105	25,563
5111-369	Technology Equip,Repair & I	64,019	80,700	75,000	79,800
5111-376	Licensing & Software	88,711	118,008	118,000	125,812
5111-376-CTF	Licensing & Software-CTF	0	720	0	720
5111-377	License	138	200	200	200
5111-387	Credit Card Processing Fees	14,341	20,510	20,000	27,362
TOTAL SERVICES AND CHARGES		842,260	987,668	978,755	1,001,678
CAPITAL IMPROVEMENT					
5111-433-CTF	Computer Purchases-CTF	10,764	11,500	12,006	3,000
TOTAL CAPITAL IMPROVEMENT		10,764	11,500	12,006	3,000
TOTAL TECHNOLOGY		1,480,588	1,650,481	1,624,569	1,695,569

Over FY 23-24 Budget 45,088
2.73%

01-5111-101

REGULAR EMPLOYEES

Includes salary for Full time employees:

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>
<u>Position</u>	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>
Information Technology Director	1	1	1
IT Assistant I	1	1	1
IT Assistant II	2	2	2
IT Support Associate	1	1	1
PT Operator/Clerk			0
Total	5	5	5

01-5111-106

EXPENSE ALLOWANCE

Car allowance for eligible employees who drive their own vehicles.

01-5111-201

OFFICE SUPPLIES

This account is used to purchase items such as packaging tape, post-it notes, wireless keyboards, mouse pads, and other such items.

01-5111-202

DUPLICATION/COMPUTER SUPPLIES

This account is used to purchase toner and ink for all the printers and plotters for all departments of the city.

01-5111-202-CTF

DUPLICATION/COMPUTER SUPPLIES

This account is used to purchase citation paper for the ticket writers used by the Police Department for Court citations.

01-5111-213

FOOD SUPPLIES

This account is used to purchase food and supplies.

01-5111-218

PROTECTIVE CLOTHING/SAFETY EQUIPMENT

This account is used to purchase harnesses, safety glasses and hard hats.

01-5111-315

OFFICE EQUIPMENT

This account is used for the purchase of office equipment, power strips, extension cords, and iPhone/iPad protective cases. This budget year, this account is \$2,650 over the prior year primarily due to the inclusion of one outdoor wireless access point and additional iPad protective cases.

01-5111-316

FURNITURE, FIXTURES & MISC FURNISHINGS

This account is used to purchase replacement office desk chairs, folding tables, bookcases, shelving for storage, and chair mats.

01-5111-317

DURABLE TOOLS

This account is used to purchase new or replacement tools for the Technology Department.

01-5111-328

DOCUMENT DESTRUCTION

This account is used to have paper, hard drives or other electronic storage components properly destroyed to insure that data is not recoverable.

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 software user conferences or need to pay employee mileage.

01-5111-340

POSTAGE AND SHIPPING

This account is used for postage and shipping of packages.

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. It is also used for data circuit costs.

General Technology:

City Cellular Services - Verizon Wireless	\$30,500
City Cellular Services - US Cellular	\$5,825
iPad Cellular Services - US Cellular	\$7,700
Cox Communications - Internet, SIP Trunk and Long Distance Service	\$35,640
City Hall to Cox Cloud - 2GB Fiber Circuit for Redundancy	\$19,800
EOC Bunker 2GB Fiber Circuit plus Analog Phone services for EOC	\$27,024
Fire Station #1 - 2GB MetroE Data Circuit and SIP Trunk for Phone Redundancy	\$26,040

Administration:

Device Connect Data Plans	\$80
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Animal Control

Verizon Cellular Services - Animal Control	\$1,600
US Cellular - Animal Control Cell Phone	\$600

Emergency Management:

Satellite Phone - Monthly Minutes	\$520
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Fire Department:

Satellite Phone - Monthly Minutes	\$520
Oklahoma City Mutual Aid Phone Line in PD Dispatch	\$410

Library:

Public Access Internet Connectivity	\$2,012
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Parks and Recreation:

One MIFI for use at Events	\$480
Two MIFI's for Hillcrest and Sunrise softball fields	\$960

Public Works:

Satellite Phone - Monthly Minutes	\$520
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Total \$160,231

01-5111-349

PRINTING

This account is used for printing services for items such as business cards.

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. These funds will be utilized for attending Technology functions and training sessions.

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 \$872 over the prior year budget mainly due to the inclusion of a \$1,250.00 addition of a new DVR unit and outdoor camera for Animal Control.

General Technology:

Alarm monitoring	\$7,309
Alarm repairs and access control badge supplies	\$10,000

Animal Control:

16 channel DVR unit and Outdoor PTZ dome camera	\$1,250
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Total \$18,559

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 \$29,411 over the prior year budget. This is due to an increase in Cisco licensing costs, Tyler Tech Incode module costs, and anticipated increases in VMWare licensing costs.

General Technology

Barracuda Essentials - Cloud Based Email Protection Subscription	\$15,460
Archive Social - Backup Subscription	\$4,400
Cisco SmartNet Maintenance	\$35,000
Cisco Flex Licensing	\$15,885
Cisco Contact Center Licensing	\$3,850
Cisco/RedSky E911 Annual Service Contract for E911 Anywhere - Annual	\$1,280
Entre Business Support - Annual Maintenance	\$800
Incode - Laserfiche Interface Maintenance	\$1,530
Incode - LF CRM Suite Interface	\$1,390
Incode - Data Disaster Recovery (DDRS Level 1-ANNUAL) Maintenance	\$6,055
Incode - Forms Overlay Maintenance	\$840
Incode - U/SQL Data Dictionary Maintenance	\$1,835
Incode - Network Support Maintenance (System Management Services)	\$7,660
Incode - Tyler Output Processor Server	\$1,810
HP StoreEasy Annual Maintenance - 09-01-24 thru 09-01-25	\$1,900
CivicPlus - CivicEngage Website	\$8,392
Fortinet FortiGate 400E FortiCare 24x7 Service Annual Maintenance	\$14,031
Nimble Maintenance (City Hall - Fire - Bunker)	\$12,085
VMWare Renewal (City Hall, Fire & Bunker)	\$22,725
iWorQ 500GB Storage Expansion - Cost per year	\$1,500
ReGroup Annual Maintenance - Renew 09-30-2025 (\$13,041) Renewal 2Y Term	\$0
Infortel Select Cloud Call Accounting System - Annual Renewal 500 Users	\$5,077
Syn-Apps - Revolution Maintenance	\$3,255
Christmas Light Animation Software	\$750
Tangent - Datacove E-mail Archiver Annual Maintenance	\$6,010
Laserfiche Software Maintenance	\$13,500
WhatsUP Gold Monitoring Software + Flow Control + Whats Configured Plug-ins	\$3,030
WS_FTP Software Maintenance	\$630
The Verdin Company - Centennial Clock Annual Maintenance	\$700
Microsoft 365 Licensing (Annual)	\$32,250

Administration

Canon Copier Lease and per page fees	\$6,732
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Animal Control

Canon Copier Lease and per page fees	\$1,394
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Bunker

R.B. Akins - Maintenance Agreement on Liebert HVAC System	\$6,360
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Court

Canon Copier Lease and per page fees	\$2,923
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Development Services

Canon Copier Lease and per page fees	\$2,973
iWorQ Maintenance Renewal	\$22,000
iWorQ Enterprise Expansion to allow for Workflow	\$4,500
Applied Geographics, Inc (AppGeo) - Online Interactive City Map	\$3,150
Online One User Subscription for NFPA Fire Codes - Annual	\$1,170

Economic Development

ESRI-Business Analyst Online Level 1 Plan Renewal	\$550
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Emergency Management

HP Care Pack Renewal on CP5225DN Color Laserjet Printer	\$260
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Finance

Incode - Financial modules Maintenance	\$21,535
WyCom Check Signer Renewal	\$205
HP-Care Pack printer renewal	\$620
CivicPlus - Municode Services & Annual Hosting Fees	\$4,564
CivicPlus - Municode Online Code Hosting	\$1,200

Fire

Canon Copier Lease and per page fees	\$1,446
WestNet Hardware/Software Maintenance	\$5,200
The Verdin Company - Tower Clock Annual Maintenance	\$700

Human Resources

Canon copier lease	\$2,445
Incode - HR/Payroll/Personnel Maintenance/TimeSheet Entry	\$14,882
CivicHR - Maintenance Renewal	\$2,865

Mabel C. Fry Public Library

Copier Lease and per page fees	\$1,758
Biblionix-Apollo Library Management Software maint	\$5,881
Tech Logic - CircIT Software and Staff Station Renewal	\$1,370
Librarica - Cassie Software Maintenance	\$330
Niche Academy - Annual Renewal	\$2,205
WhoFi - Analytics Renewal - Annual	\$1,100
Deep Freeze Software Renewal	\$120
SenSource-VeaWeb Platform Online Hosting-People Counter	\$230

Parks & Recreation

Canon Copier Lease and per page fees	\$9,493
CivicRec Annual Maintenance Renewal	\$4,725

Police Department

Copier Lease and per page fees	\$5,112
DataWorks Plus Livescan Solution Maintenance	\$2,200
RedHat Enterprise Linux Server License Renewal - Subscription # 12249088	\$0
New World Software Maintenance	\$110,655
NetMotion Software - Mobility XE - Maintenance	\$7,410
VistaCom - Eventide Recorder Maintenance	\$8,622
ESRI ArcGIS Maintenance (for New World Mapping)	\$1,735
Leads Online Total Track (Pawnshop) Software Maint	\$3,465
Computer Projects of Illinois - Annual OpenFox Messenger License Maintenance	\$415
Thomas-Reuters-West Gateway Clear Law Enforcement Plus	\$6,040

Public Works

Copier Lease and per page fees	\$1,526
iWorQ Maintenance Renewal	\$31,500
Diesel Laptops - Jailtest Software Renewal	\$2,725
Premium Tech Tools for Mach Trucks - Renewal	\$300
Mitchell1 - Shop Key Pro 12 month Sub Renewal	\$1,900
Snap-On Scanner Annual Maintenance	\$1,700
Syn-Tech Systems Fuelmaster Plus Maintenance	\$1,235

Total \$545,056

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 as well as other Court Maintenance items. This account is over the prior year budget by \$1,458 due to increased maintenance costs by Tyler Technologies. These fees are paid from the court technology fee.

Court

Incode - Brazos RDC Software Maintenance	\$9,945
LaserFiche Court Suite Interface	\$1,115
Incode - Custom Export (Split with Utility Billing)	\$711
Incode - Court Case Management Maintenance	\$13,792
Total	\$25,563

01-5111-369

TECHNOLOGY EQUIPMENT, REPAIR & INSTALLATION

This account is used for Technology service, equipment under \$1,000 and replacements. It is used for Public Works two-way radio repair and service, general repairs, website development, UPS replacement batteries, replacement projector bulbs, printer replacements, and network cabling. This account is \$900.00 less than last year's budget.

General Technology

General Repairs and Technology Services as Needed	\$43,100
Website Development Work - Non-Agreement Covered Items	\$6,000
Verdin Street Clock Repairs	\$2,000
Laser Printer Fuser & Drum replacements	\$4,000
Two Replacement Sierra MP70 Broadband Routers	\$2,000
Replacement Monitors	\$5,000
Replacement Printers	\$5,000
Replacement Security Cameras	\$2,000
Replacement UPS batteries	\$10,000
Flash Drives	\$700
Total	\$79,800

01-5111-376

LICENSING & SOFTWARE

This account is used to pay for software subscriptions, purchase software licenses, pay for website hosting fees and domain registrations. This account is \$7,804 over last year's budget primarily due to the requested social media scheduling software requested by one of the departments for \$5,000 and anticipated increases in Carbon Black EDR costs.

General Technology

DigiCert SSL Certificate for Forms Server Renewal	\$525
Domain Name Registration Renewals	\$1,200
.Dot Gov Domain Name Registration Renewal (Qty 2)	\$0
Carbon Black EDR Solution (or other Vendor) AntiVirus Annual Subscription	\$22,100
Veeam Backup Software Subscription Renewal	\$4,940
Gritware - WebTracks (5 User) Maintenance for Technology Work Orders	\$500
ZOHO MangleEngine ADManager Plus Pro & ADAudit Plus Pro + 300 Workstation:	\$3,050
Wasabi Cloud Storage for Backups - Annual	\$8,000
Microsoft DC Core Licensing & Datacenter Edition with Software Assurance - Ex	\$16,630
ZOOM - Video Conferencing Subscription	\$500
Survey Monkey - Annual Subscription Renewal	\$950
Filewave Mobile Device Management Software - Annual	\$9,950
Expanded Dropbox Size Costs	\$300
iPad/iPhone App Costs	\$500

Administration

Adobe Acrobat XI Pro - Upgrade for Dana and Tammy	\$1,100
iClipArt Subscription Renewal - Tammy	\$550
Two Copies of Corel Draw - software maintenance	\$425
Adobe Creative Cloud - Complete Annual Subscription (Tammy)	\$760
Software Updates	\$500

Economic Development

ArcGIS Online Service Credits (2,500 Credits)	\$250
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Fire

Lexipol (Praetorian Digital) - Fire/EMS Platform/Mobile Subscription Renewal	\$3,180
Lexipol Fire Policy and Training Subscription	\$10,075
Lexipol Eshelon Leadership Training Series	\$275
Station Automation - PSTrax (Medical Supply Tracking) Subscription	\$475
NFPA Software Monthly Subscription for Training Officer	\$130
ESO - ERS Software Annual Maintenance	\$12,100
Blue Card CTC Software Renewal (Across the Street Productions)	\$7,200
National Testing Network - Annual NTN Membership FireTEAM Firefighter Testing	\$525
Active 911 App	\$800

Legislative

Adobe Stock Subscription Plan - Qty 2 - 10 standard assets/month (\$360 ea)	\$720
Stock Music Subscription	\$100
Vecteezy Pro Yearly Subscription	\$110
Adobe Creative Cloud - Complete Annual Subscription (Graphic Artist)	\$1,340
Software Updates	\$250
Astute Graphics	\$150
WIX Website Hosting for yukonchristmas.com - Expires 03-07-2025	\$500
WIX Website Hosting for new Visit Yukon website	\$500
Hootsuite Social Media Scheduling Software	\$5,000
Skill Share Account Subscription	\$120
Apparel Mockup Bundle	\$265
Letter & Grid Builder Plug-In for Procreate on the ipad	\$40
Additional Creative Cloud Subscription for new person	\$450

Mabel C. Fry Public Library

Meraki MR Enterprise Licenses (Expires 04/2024)	\$932
Constant Contact Annual Subscription (Mass E-mail Service)	\$1,500

Main Street

Adobe Subscription - InDesign	\$200
Adobe Subscription - PhotoShop	\$200
Constant Contact	\$450
Cognito Forms	\$175

Parks & Recreation

SignPresenter Software for TV at the DRC	\$120
When to Work Software Renewal	\$3,000

Police Department

Four Adobe Acrobat Pro 2020 Licenses for Records and Admin Asst	\$2,200
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Total \$125,812

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.

Court

Tyler Technologies - Court Notifications (300 per month @ \$0.20 per text)	\$720
Total	\$720

01-5111-377

LICENSE

Reimbursing employees for providing annual DPS driving records.

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. This account is \$6,852 over prior year due to an increase in use of cards and the merchants raising their fees to us.

Animal Control

Credit Card Processing Fees	\$900
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Court

Credit Card Processing Fees	\$18,750
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Parks & Recreation

Credit Card Processing Fees	\$7,712
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Total	\$27,362
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01-5111-433-CTF

COMPUTER PURCHASES (Court Technology Fee)

Includes the cost to purchase computers or technology equipment (ticket writers) but is paid out of the funds collected from the court technology fee assessed to each citation issued in the City of Yukon. This account is \$1,100 over prior year due to the increased costs of equipment.

Court

Replace 4 handheld ticket writers & 4 citation printers	\$3,000
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FY 2024-2025 BUDGET
01 - General Fund

DEVELOPMENT SERVICES

DEPARTMENTAL EXPENDITURES		2022-2023 ACTUAL	2023-2024		2024-2025 REQUESTED BUDGET
			CURRENT BUDGET	PROJECTED YEAR END	
PERSONAL SERVICES					
5112-101	Regular Employees	782,912	965,846	923,983	1,008,293
5112-102	Part-Time/Seasonal Employee	9,860	0	460	0
5112-103	Overtime	37	2,400	2,400	3,900
5112-106	Expense Allowance	2,492	0	4,339	4,800
5112-108	Employee Group Insurance	83,556	102,868	81,649	115,482
5112-110	Unemployment Insurance	2,705	2,600	1,884	2,400
5112-112	Employee Retirement	110,775	151,452	115,944	159,963
5112-113	FICA (Social Security)	58,827	77,597	64,898	80,418
5112-117	Employee Dental Insurance	7,833	8,591	7,959	9,864
5112-121	Sick Leave Buy Back	5,528	46,100	6,756	43,300
TOTAL PERSONAL SERVICES		1,064,525	1,357,454	1,210,272	1,428,419
MATERIALS AND SUPPLIES					
5112-201	Office Supplies	1,216	1,600	1,600	1,600
5112-202	Duplication/Computer Suppli	681	1,200	1,000	1,200
5112-208	Publications & Periodicals	1,137	1,200	1,200	1,200
5112-213	Food Supplies	461	1,500	1,500	1,500
5112-217	Wearing Apparel	0	600	500	600
5112-218	Protective Clothing/Safety	743	1,000	900	1,000
TOTAL MATERIALS AND SUPPLIES		4,238	7,100	6,700	7,100
SERVICES AND CHARGES					
5112-315	Office Equipment	35	600	600	600
5112-316	Furniture,Fixtures & Misc F	404	1,500	1,100	1,500
5112-317	Durable Tools	146	500	500	500
5112-323	Inspection Fee for Prop. Eq	0	75	75	75
5112-328	Document Destruction	286	300	300	300
5112-331	Travel Expense	1,566	4,575	3,000	4,900
5112-332	Tuition Reimbursement	0	0	0	0
5112-340	Postage and Shipping	1,700	2,500	2,500	2,500
5112-346	Rentals & Leases	0	20	20	20
5112-349	Printing	1,237	4,000	4,000	2,000
5112-354	Assoc Memberships & Conf R	4,803	5,000	5,000	7,325
5112-356	Training	1,050	3,100	3,100	2,450
5112-361	Refunds	0	2,000	0	2,000
5112-377	Licenses	1,434	1,500	1,500	1,500
5112-391	OUBCC Permit Fees	5,068	4,000	4,000	4,000
TOTAL SERVICES AND CHARGES		17,728	29,670	25,695	29,670
TOTAL DEVELOPMENT SERVICES		1,086,492	1,394,224	1,242,667	1,465,189

Over FY 23-24 Budget

70,965

5.09%

01-5112-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>
<u>Position</u>	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>
Assistant City Manager	1	1	1
Inspector II	1	1	1
Inspector I	1	1	1
Fire Inspector	1	1	1
Code Enforcement I	1	2	0
Code Enforcement II	1	0	2
Office Coordinator II	1	1	1
Permit/Licensing Clerk	2	1	0
Clerk II	1	1	2
Main Street Director*	1	1	1
Assistant Planning Director	1	1	1
Grant Writer	1	1	1
Total	13	12	12

*Funds transfer from Hotel/Motel Tax Fund (see GF Rev)

01-5112-208 PUBLICATIONS AND PERIODICALS

Subscriptions to newspapers, Planning and Zoning publications, workbooks for training classes, etc. Also includes workbooks for training classes and new code books.

01-5112-213 FOOD SUPPLIES

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

Planning Commission Study Sessions	\$300
Chamber Lunch-Mitchell	\$200
Monthly Metro Inspectors Meetings	\$425
Training Lunches	\$275
OUBCC Host Classes	\$300
Total	\$1,500

01-5112-217 WEARING APPAREL

Uniform shirts/jackets with logo for inspectors.

01-5112-218 PROTECTIVE CLOTHING/SAFETY EQUIPMENT

Safety boots and bottled water to carry in trucks during hot weather.

01-5112-315 OFFICE EQUIPMENT

Includes small appliances, space heaters, letter folder, etc.

01-5112-316 FURNITURE, FIXTURES AND MISCELLANEOUS EQUIPMENT

Includes replacement desk chairs, file cabinets, etc.

01-5112-317 DURABLE TOOLS

Includes miscellaneous small tools, parts, & supplies for inspectors.

01-5112-323 INSPECTION FEES FOR PROPERTY AND EQUIPMENT

Annual inspections for fire alarms, smoke detectors, fire extinguishers, sprinkler systems, range hoods, etc. These fees are paid in Property Maintenance.

01-5112-328 DOCUMENT DESTRUCTION

Includes shredding of office paperwork and plans.

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. (2) Conf CMAO - Mitchell 3 days in Enid and OML Conf in Tulsa.

OCEA Summer Code Conf - Christina & Dan	\$400
Grant Writing - Claudia	\$600
FMAO Conference - John	\$500
OML Conference - Danielle & Mitchell	\$600
CMAO Spring Conference - Mitchell	\$400
CMAO Winter Conference - Mitchell	\$400
ICMA - Mitchell	\$2,000
Total	\$4,900

01-5112-340 POSTAGE AND SHIPPING

Includes cost to add postage for the city postage meter for department mailings.

01-5112-349 PRINTING

Includes printing of business cards, inspection stickers, and letterhead envelopes.

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 Mitchell for CMAO (2) conferences; OML Conference.

APA Natl & Sate Membership	Danielle	\$500
AOA Quad State Conference	Danielle	\$250
CMAO Membership	Mitchell	\$800
CMAO Summer Conference	Mitchell	\$295
CMAO Winter Conference	Mitchell	\$200
Fire Marshals Conference	John	\$35
Grant Writing Workshop	Claudia	\$600
ICC Membership	Mitchell	\$135
ICMA	Mitchell	\$1,200
ICMA Conference	Mitchell	\$890
NFPA Membership	John & Mitchell	\$350
OCEA Basic Conference	Christina & Dan	\$430
OCEA Membership	Christina & Dan	\$100
OCEA Spring Conference	Christina & Dan	\$200
OEMA Annual Dues	Danielle	\$50
OEMA Spring Conference	Danielle	\$250
OML Conference	Danielle & Mitchell	\$800
Misc. Memberships		\$240
Total		\$7,325

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 costs at a minimum. OCEA, OMIA, IAEI, OPIA, CDI, OML for the director and inspectors.

CMAO Training	Mitchell	\$50
OK Arts Conference	Claudia	\$100
OCEA Class	Ken & Kaden	\$500
ICC Class	Del	\$250
FMAO	John	\$100
OMIL/OBIA/IAEI Classes	Del, John, Kaden & Mitchell	\$650
OUBCC Classes	Del, John, Kaden & Mitchell	\$800
	Total	\$2,450

01-5112-361 REFUNDS

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

01-5112-377 LICENSES

Driver's record reimbursement for staff that drive city vehicles, IAEI certification license, contractor licenses, etc.

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.



FY 2024-2025 BUDGET
01 - General Fund

LIBRARY

DEPARTMENTAL EXPENDITURES		2022-2023 ACTUAL	2023-2024		2024-2025 REQUESTED BUDGET
			CURRENT BUDGET	PROJECTED YEAR END	
PERSONAL SERVICES					
5113-101	Regular Employees	323,432	393,412	417,060	426,254
5113-102	Part-Time/Seasonal Employee	130,753	81,000	58,993	87,000
5113-103	Overtime	0	0	0	0
5113-106	Expense Allowance	2,492	2,400	2,400	2,400
5113-108	Employee Group Insurance	55,454	66,685	52,559	70,858
5113-110	Unemployment Insurance	2,343	2,400	1,931	2,400
5113-112	Employee Retirement	47,784	59,759	39,554	64,967
5113-113	FICA (Social Security)	34,269	40,148	34,120	43,318
5113-117	Employee Dental Insurance	5,074	5,467	5,022	5,754
5113-121	Sick Leave Buy Back	1,970	50,400	4,127	53,000
TOTAL PERSONAL SERVICES		603,572	701,671	615,766	755,952
MATERIALS AND SUPPLIES					
5113-201	Office Supplies	596	600	600	600
5113-202	Duplication/Computer Suppli	536	600	591	600
5113-205	Nondurable Supplies	689	700	700	700
5113-206	Building Maintenance Suppli	48	50	50	50
5113-213	Food Supplies	0	250	250	250
5113-217	Wearing Apparel	224	250	250	250
5113-220	Medical Supplies	0	50	41	50
5113-221	Public Educational Supplies	1,002	1,500	1,500	1,500
5113-222	Record Supplies	2,665	2,700	2,700	2,700
TOTAL MATERIALS AND SUPPLIES		5,759	6,700	6,682	6,700
SERVICES AND CHARGES					
5113-316	Furniture,Fixtures & Misc F	0	500	469	500
5113-328	Document Destruction	156	150	72	100
5113-331	Travel Expense	903	2,000	2,000	2,000
5113-332	Tuition Reimbursement	0	2,500	2,500	2,500
5113-340	Postage	1,807	2,000	2,000	2,000
5113-347	Special Services	92	125	100	125
5113-349	Printing	200	250	250	250
5113-354	Assoc Memberships & Conf R	2,446	1,675	1,542	1,675
5113-356	Training	105	1,000	0	850
5113-357	Collection Services	792	800	1,000	1,000
TOTAL SERVICES AND CHARGES		6,501	11,000	9,933	11,000
TOTAL LIBRARY		615,832	719,371	632,381	773,652

Over FY 23-24 Budget

54,280

7.55%

01-5113-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>
<u>Position</u>	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>
Librarian	1	1	1
Assistant Librarian	1	1	1
Library Associate	5	5	5
Total	7	7	7

01-5113-102 PART-TIME/SEASONAL EMPLOYEES

Includes salary for Part-time/Seasonal employees:

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>
<u>Position</u>	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>
PT Circulation Clerk (29 hr/week)	2	2	2
PT Circulation Clerk (19 hr/week)	3	2	2
Temp PT Circulation Clerk (12 hr/week)	0	1	1
Total	5	5	5

01-5113-202 DUPLICATION/COMPUTER SUPPLIES

The library prints monthly news letters, program flyers, including summer reading flyers for all Yukon Public School students, and other items necessary to perform library business. In addition, we provide copy and printing services for patrons (at a cost of \$.25 per page).

01-5113-205 NONDURABLE SUPPLIES

With an increased budget in previous years and rebates from OG&E, the library has been able to retrofit at least 2/3 of its fluorescent lights to LED. Funds from this account will be used to finish the retrofitting project, and replace bulbs and repair fixtures as needed. The result is cost savings to the City in the long run - bulbs have 5 yr. warranty, less staff time replacing bulbs/ballasts, etc. These funds are also used to replace bulbs and contribute to the repair of the outdoor library signage purchased by LLC.

01-5113-213 FOOD SUPPLIES

Food and supplies for programs, receptions and meetings are purchased from this account; including but not limited to paper goods, meals, and refreshments (coffee, cookies, candy, etc.).

01-5113-217 WEARING APPAREL

Funds from this account are used for staff program shirts, volunteer shirts, and branded apparel with Library Logo.

01-5113-220 MEDICAL SUPPLIES

Items necessary to annually restock the library First Aid Kit.

01-5113-221 PUBLIC EDUCATION SUPPLIES

Items purchased from the account include program presenter fees, program supplies (stickers, glue/glue sticks, crayons, markers, etc.), reading incentives, decorations, posters, presenter thank-you gifts, etc.

01-5113-222 RECORD SUPPLIES

These funds are used to purchase materials processing and repair supplies: spine labels and protectors, book covers, CD and DVD cases for audio and video materials, lamination supplies, book glue, tape, etc.

01-5113-316	FURNITURE, FIXTURES & MISC FURNISHINGS	
	Funds from this account are used mainly for replacement of office chairs for public access computer stations and staff.	
01-5113-331	TRAVEL EXPENSE	
	Mileage to reimburse employees for travel to workshops, seminars and conferences; hotel, meals, tolls and parking costs for traveling employees.	
01-5113-332	TUITION REIMBURSEMENT	
	Library Associate, Wendy Burnett, is attending the University of Oklahoma's Master's of Library and Information Studies. Funds for this account will reimburse Ms. Burnett for the cost of her tuition this fiscal year.	
01-5113-340	POSTAGE	
	These funds pay for Interlibrary Loan postage and postage/stamps for overdue and delinquency notices.	
01-5113-347	SPECIAL SERVICES	
	These funds pay for lamination film for the large, hot laminator and installation by the sales person who provides maintenance while changing the film rolls.	
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.	
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-American Library Assoc. dues	\$250
	Schieman-Oklahoma Library Association dues	\$125
	Deeds-Oklahoma Library Association dues	\$100
	Ogle-Oklahoma Library Association dues	\$100
	Askeland -Oklahoma Library Association dues	\$100
	Schieman/staff-library conferences	\$1,000
	Total	\$1,675
01-5113-356	TRAINING	
	Funds from this account will pay for workshops (normally Oklahoma Library Association), and other training opportunities for employees, like staff development day. This year, staff did not attend paid workshops. Plans are underway to have a staff development experience with all 4 Canadian County libraries this fiscal year.	
01-5113-357	COLLECTION SERVICES	
	Funds are used to pay Unique Management for 3rd party collections services.	



FY 2024-2025 BUDGET
01 - General Fund

PROPERTY MAINTENANCE

		2023-2024			2024-2025
		2022-2023	CURRENT	PROJECTED	REQUESTED
DEPARTMENTAL EXPENDITURES		ACTUAL	BUDGET	YEAR END	BUDGET
PERSONAL SERVICES					
5114-101	Regular Employees	436,861	438,795	441,931	411,110
5114-103	Overtime	2,856	12,000	8,014	12,000
5114-106	Expense Allowance	0	1,650	1,650	1,475
5114-108	Employee Group Insurance	61,206	60,956	56,519	67,756
5114-110	Unemployment Insurance	2,257	1,600	1,523	1,600
5114-112	Employee Retirement	65,267	72,527	61,200	68,010
5114-113	FICA (Social Security)	33,493	39,581	32,759	32,253
5114-117	Employee Dental Insurance	5,866	6,248	5,592	6,576
5114-121	Sick Leave Buy Back	2,681	66,600	3,446	0
TOTAL PERSONAL SERVICES		610,488	699,957	612,634	600,781
MATERIALS AND SUPPLIES					
5114-205	Nondurable Supplies	5,067	6,000	6,000	6,000
5114-206	Building Maintenance Suppli	19,587	18,900	18,900	20,000
5114-207	Chemicals	187	200	200	200
5114-217	Wearing Apparel	4,980	2,749	2,749	3,000
5114-218	Protective Clothing/Safety	1,108	550	550	550
5114-223	Welding Supplies	201	250	250	250
5114-227	Electrical Supplies	3,338	5,500	6,600	6,500
TOTAL MATERIALS AND SUPPLIES		34,468	34,149	35,249	36,500
SERVICES AND CHARGES					
5114-302	Buildings	59,486	110,000	110,000	110,000
5114-314	Bug and Rodent Control	10,919	12,600	12,600	12,600
5114-317	Durable Tools	2,996	4,000	4,000	4,000
5114-321	Air Conditioning and Heatin	37,505	40,000	57,033	55,000
5114-323	Inspection Fee for Property	5,751	6,625	6,625	6,625
5114-347	Special Services	3,710	9,710	12,050	9,710
5114-350	Electrical Power	608,374	525,000	600,000	600,000
5114-351	Natural Gas	135,199	95,000	95,000	95,000
5114-356	Training	154	975	975	975
5114-377	Licenses	1,213	1,639	1,639	1,639
TOTAL SERVICES AND CHARGES		865,308	805,549	899,922	895,549
TOTAL PROPERTY MAINTENANCE		1,510,263	1,539,655	1,547,805	1,532,830

Under FY 23-24 Budget

(6,825)

-0.44%

01-5114-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>
<u>Position</u>	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>
Superintendent III (Retired)	1	1	0
Superintendent II	0	0	1
Assistant Electrician	1	1	1
Laborer III	2	2	1
Laborer II	0	0	1
Laborer I	4	4	4
Total	8	8	8

01-5114-106 EXPENSE ALLOWANCE

Clothing allowance for eligible employees (\$300 ea.)

01-5114-205 NONDURABLE SUPPLIES

Vacuum filters, US and OK flags, etc. to maintain city buildings and facilities.

01-5114-206 BUILDING MAINTENANCE SUPPLIES

Cleaners, paper goods, materials and supplies to maintain city buildings and facilities.

01-5114-207 CHEMICALS

Chemical supplies to repair and maintain city buildings and facilities.

01-5114-217 WEARING APPAREL

The City provides uniform shirts and cleaning for all Public Works employees.

01-5114-218 PROTECTIVE CLOTHING/SAFETY

Includes PPE (Personal Protective Equipment) for property maintenance staff.

01-5114-223 WELDING SUPPLIES

Welding materials and supplies to repair and maintain city buildings and facilities.

01-5114-227 ELECTRICAL SUPPLIES

Electrical parts and supplies to repair and maintain city buildings and facilities.

01-5114-302 BUILDINGS

Materials and supplies to repair and maintain all city buildings and facilities.

01-5114-314 BUG AND RODENT CONTROL

Pest and termite control at city buildings and facilities.

01-5114-317 DURABLE TOOLS

Tools to repair and maintain city buildings and facilities to include fans, wet vacs, drills, and durable batteries for the drills.

01-5114-321 AIR CONDITIONING AND HEATING SYSTEMS

Parts and labor to repair and maintain air conditioning and heating systems for all city buildings.

01-5114-323	INSPECTION FEES FOR PROPERTY AND EQUIPMENT	
	Annual inspections for fire alarms, smoke detectors, fire extinguishers, sprinkler systems, range hoods and boiler for all city buildings.	
01-5114-347	SPECIAL SERVICES	
	City wide generator maintenance agreement(s).	
	Sanitation	Generac \$885
	Main St. - IT	Generac \$885
	Fire Station No. 1	Cummins \$1,400
	Fire Station No. 2	Onan \$885
	PD West	Cummins \$985
	PD North	Kohler \$885
	JCG	Cummins \$900
	Cornwell	Generac \$885
	Trailer No. 1	Doosan \$1,000
	Trailer No. 2	Doosan \$1,000
	Total	\$9,710
01-5114-350	ELECTRICAL POWER	
	Electrical service for all city buildings, facilities, signal lights, and street lights.	
01-5114-351	NATURAL GAS	
	Natural gas service for all city buildings and facilities.	
01-5114-356	TRAINING	
	Electrical update classes for electrical contracto and mechanical update classes for Mark Scroggins.	
	Electrical update -Electrical Contractor	\$125
	Electrical update - Mark	\$125
	Electrical training -Shane	\$600
	Mechanical Journeyman -Shane	\$125
	Total	\$975
01-5114-377	LICENSES	
	Driver's license record for all (8) employees (\$25) each and CDL renewals for (2) employees (\$57) each. Electrical Contractor License, License Insurance and Surety Bond (\$1,050). Mechanical Journeyman and Electrical apprentice for Mark Scroggins (\$95). Electrical apprentice for Shane Nokes (\$75) Mechanical Journeyman for Shane Nokes (\$75)	
	Driver's License records	\$200
	Commercial Driver License (CDL) Renewals	\$114
	Electrical Contractor License, Insurance, Surety Bond	\$1,050
	Mechanical Journeyman/Electrical Apprentice License	\$250
	Electrical Apprentice License	\$25
	Total	\$1,639



FY 2024-2025 Budget
01-General Fund

HUMAN RESOURCES

		2022-2023	2023-2024		2024-2025
		ACTUAL	CURRENT BUDGET	PROJECTED YEAR END	REQUESTED BUDGET
DEPARTMENTAL EXPENDITURES					
PERSONAL SERVICES					
5115-101	Regular Employees	330,753	326,167	329,599	341,022
5115-106	Expense Allowance	4,938	4,800	4,800	4,800
5115-108	Employee Group Insurance	25,418	25,574	23,540	27,840
5115-110	Unemployment Insurance	754	600	138	600
5115-112	Employee Retirement	50,816	52,673	45,639	55,228
5115-113	FICA (Social Security)	24,897	25,564	24,244	26,700
5115-117	Employee Dental Insurance	2,200	2,343	2,152	2,466
5115-121	Sick Leave Buy Back	7,586	8,000	7,923	8,000
TOTAL PERSONAL SERVICES		447,361	445,721	438,035	466,656
MATERIALS AND SUPPLIES					
5115-201	Office Supplies	423	450	450	450
5115-211	Training Supplies	199	200	200	200
5115-213	Food Supplies	561	750	750	750
5115-218	Protective Clothing/Safety	7,130	6,500	7,130	7,500
5115-226	Meeting/Workshop/Event Sup	871	10,500	10,500	10,500
TOTAL MATERIALS AND SUPPLIES		9,183	18,400	19,030	19,400
SERVICES AND CHARGES					
5115-316	Furniture,Fixtures & Misc F	0	100	0	1,000
5115-328	Document Destruction	221	250	250	250
5115-330	Medical Expenses-Employees	13,812	10,500	15,000	15,000
5115-331	Travel Expense	1,216	1,500	1,500	1,500
5115-345	Advertising	20	100	100	100
5115-347	Special Services	6,781	5,000	7,000	7,000
5115-349	Printing	0	200	0	200
5115-354	Assoc Memberships & Conf R	2,406	2,900	2,900	2,900
5115-356	Training	0	1,000	1,000	1,000
5115-360	Contributions and Memorials	0	1,000	1,000	1,000
5115-377	Licenses	25	60	60	60
TOTAL SERVICES AND CHARGES		24,481	22,610	28,810	30,010
TOTAL HUMAN RESOURCES		481,026	486,731	485,875	516,066

Over FY 23-24 Budget

29,335
6.03%

01-5115-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>
<u>Position</u>	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>
Human Resources Director	1	1	1
Risk Manager	1	1	1
HR Generalist	1	1	1
Total	3	3	3

01-5115-201 OFFICE SUPPLIES

General office supplies for the office (pens, paper clips, folders, staples, etc.).

01-5115-211 TRAINING SUPPLIES

Training materials and supplies for staff training sessions.

01-5115-213 FOOD SUPPLIES

Snacks and refreshments for safety meeting luncheons and/or holiday parties.

01-5115-218 PROTECTIVE CLOTHING/SAFETY EQUIPMENT

Protective clothing/safety equipment for the Risk Manager and small PPE items to distribute to various departments. Replacement pads and batteries for facility AEDs.

01-5115-226 MEETING/WORKSHOP/EVENT SUPPLIES

Materials & Supplies needed to host an employee reward/incentive Safety program, Safety Banquet and Employee Health Fair. Amount increased due to OMAG sponsorship of Safety lunch not guaranteed.

01-5115-330 MEDICAL EXPENSES - EMPLOYEESPre-placement/random/post accident drug testing. This is also where we pay for EAP random (weekly or bi-weekly) drug testing. *This amount was increased due to rising cost of drug testing. We also pay for required HEP A&B, TB Testing and required physicals.***01-5115-331 TRAVEL EXPENSES**

Travel, mileage, meals and lodging, etc. for conferences or training for HR/Risk Management staff.

01-5115-347 SPECIAL SERVICES

This account includes Employee Assistance Program/Counseling. There is currently no per month fee, this service is provided by OMAG. Also includes pre-employment background checks. Includes TASC service agreement to administer FMLA monitoring and HIPAA compliance.

01-5115-354 ASSOCIATION MEMBERSHIPS & CONFERENCE REGISTRATIONS

Conferences and Membership dues for HR/Risk Management staff.

National Safety Council membership	\$850
Oklahoma Safety Council Conference	\$370
OK HR Conference	\$1,200
Society for Human Resource Management membership (SHRM)	\$480
Total	\$2,900

- 01-5115-356 TRAINING
Training for all employees with various agencies as needed throughout the year.
- 01-5115-360 CONTRIBUTIONS AND MEMORIALS
Years of Service awards for employees given out annually.
- 01-5115-377 LICENSES
Annual check of all CDL licenses status.



FY 2024-2025 BUDGET
01 - General Fund

PARK MAINTENANCE

		2022-2023	2023-2024		2024-2025
			CURRENT	PROJECTED	REQUESTED
DEPARTMENTAL EXPENDITURES		ACTUAL	BUDGET	YEAR END	BUDGET
PERSONAL SERVICES					
5117-101	Regular Employees	728,696	620,169	632,939	664,417
5117-102	Extra Help	64,956	61,112	112,032	117,612
5117-103	Overtime	81,223	59,500	74,000	74,000
5117-106	Expense Allowance	0	3,900	5,200	3,900
5117-108	Employee Group Insurance	103,195	112,066	93,847	122,034
5117-110	Unemployment Insurance	4,149	2,800	3,484	2,800
5117-112	Employee Retirement	102,037	98,287	61,814	105,440
5117-113	FICA (Social Security)	63,845	53,792	55,947	65,631
5117-117	Employee Dental Insurance	9,532	10,153	8,992	10,686
TOTAL PERSONAL SERVICES		1,157,633	1,021,779	1,048,255	1,166,519
MATERIALS AND SUPPLIES					
5117-201	Office Supplies	79	75	50	75
5117-202	Duplication/Computer	54	100	50	100
5117-205	Nondurable Supplies	1,994	2,500	1,500	2,000
5117-206	Building Maintenance Suppli	538	500	497	500
5117-207	Chemicals	15,948	25,000	25,000	32,000
5117-210	Landscaping Supplies	10,238	10,000	10,000	10,000
5117-213	Food Supplies	179	200	200	200
5117-217	Wearing Apparel	2,313	1,800	1,800	1,800
5117-218	Protective Clothing/Safety	5,684	1,000	1,000	1,000
5117-220	Medical Supplies	78	100	100	100
5117-223	Welding Supplies	1,797	1,200	800	1,200
TOTAL MATERIALS AND SUPPLIES		38,904	42,475	40,997	48,975
SERVICES AND CHARGES					
5117-301	Land	4,147	5,000	3,500	6,000
5117-302	Buildings	0	0	0	0
5117-306	Sidewalks, Steps, Curbs	3,071	3,000	2,500	3,000
5117-308	Drainage Areas / Pond repair	5,221	6,000	5,080	6,000
5117-310	Parking Areas	1,115	500	500	500
5117-311	Signs	0	0	0	1,500
5117-313	Recreational Structures-Par	8,165	7,000	7,000	8,000
5117-317	Durable Tools	4,618	3,000	3,000	3,000
5117-322	Playground and Swimming Poo	7,122	3,000	3,262	10,000
5117-325	Sprinkler System	905	1,000	1,000	1,000
5117-331	Travel Expense	653	1,000	1,400	2,000
5117-340	Postage and Shipping	0	25	25	25
5117-346	Rentals and Leases	12,639	38,200	39,183	16,000
5117-356	Training	1,805	2,200	2,200	3,500
5117-365	Maintenance Agreements	7,362	7,362	8,945	12,000
5117-377	Licenses	838	875	875	875
5117-381	Festivals and Events	15,385	24,850	26,020	23,113
		73,047	103,012	104,490	96,513
TOTAL PARKS & RECREATION		1,269,583	1,167,266	1,193,742	1,312,007

Over FY 23-24 Budget 144,741
12.40%

01-5117-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>
<u>Position</u>	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>
Superintendent I	1	2	2
Foreman	1	1	1
Laborer III	3	2	3
Laborer II	1	1	2
Laborer I	7	7	5
Total	13	13	13

01-5117-102 PART-TIME/SEASONAL EMPLOYEES

Includes salary for Part-time/Seasonal employees:

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>
<u>Position</u>	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>
Seasonal-Summer/Christmas	10	10	10
Part-Time Laborer	0	1	1
Total	10	11	11

01-5117-201 OFFICE SUPPLIES

Includes all supplies necessary for use in the operation of the office; pencils, paper, envelopes, pens, record books, paper clips, staples, etc.

01-5117-202 DUPLICATION/COMPUTER SUPPLIES

Includes supplies needed to maintain office copiers and printers; paper, toner, drives, etc.

01-5117-205 NONDURABLE SUPPLIES

Items with a small unit value that are normally subject to loss or rapid deterioration, or are expendable. These items may include: flags, light bulbs, flashlights, thermometers, wrenches, crowbars, shovels, rakes, brooms, mops, electrical testers, extension cords, wire ties, zip ties, screw drivers, splitters, garden hoses, fuel cans, paper plates, cups, flatware, coffee pots, microwaves, pipe wrenches, etc. Less money needed since many of the tools/supplies were purchased in FY24.

01-5117-206 BUILDING MAINTENANCE SUPPLIES

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

01-5117-207 CHEMICALS

Chemicals for weed control in city parks and facilities grounds. Allows us to purchase the full range of chemicals for weed control.

01-5117-210 LANDSCAPING SUPPLIES

Flowers, mulch, trees, bushes, and landscaping supplies for all city parks and city facilities.

01-5117-213 FOOD SUPPLIES

Includes food supplies, paper goods, etc when staff is working special events.

01-5117-217 WEARING APPAREL

The City provides uniform t-shirts and polo shirts for employees.

01-5117-218	PROTECTIVE CLOTHING AND SAFETY EQUIPMENT Includes PPE (Personal Protective Equipment - ear plugs, glasses, safety vests, hard hats, etc.) for park maintenance staff.
01-5117-220	MEDICAL SUPPLIES First aid kit supplies for the park maintenance department.
01-5117-223	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. to repair Christmas displays and park maintenance equipment.
01-5117-301	LAND Includes tree removal/construction that parks maintenance does not have the equipment to do. Stump grinding, sand, and dirt used for fill. Also includes other necessary land projects in the parks.
01-5117-306	SIDEWALKS STEPS CURBS GUTTERS Material and supplies to repair or replace broken/cracked sidewalks, steps, curbs and gutters in city parks.
01-5117-308	DRAINAGE AREAS/POND REPAIR Materials and supplies to repair and maintain banks, channels, washouts and ponds in city parks. Also includes repair and maintenance of fountains in ponds.
01-5117-310	PARKING AREAS Materials and supplies to repair and maintain surfaces, striping, patching, fencing and barriers in city parks.
01-5117-311	SIGNS New signage, repairs, poles, brackets for parks.
01-5117-313	RECREATION STRUCTURES Materials and supplies to repair, maintain and replace ball fields, fences, backstops, basketball goals, tennis court nets, volleyball court, picnic tables, pavilions, outdoor grills, etc. in city parks. Allows for more improvements/repairs to park amenities.
01-5117-317	DURABLE TOOLS Includes heavy hand tools to repair and maintain city parks and facilities such as sump pumps, playground inspection tools, weed-eaters, edgers, chain saws, etc.
01-5117-322	PLAYGROUND EQUIPMENT REPAIR Materials and supplies to maintain playground equipment to include nuts, bolts, steps, swings, etc. in city parks.
01-5117-325	SPRINKLER SYSTEMS Includes specilized for irrigation systems in parks.
01-5117-331	TRAVEL EXPENSE Hotel, mileage, airfare, etc. for employees to attend training conferences and seminars.
01-5117-340	POSTAGE AND SHIPPING Includes costs to ship broken parts to manufacturer for repair.

01-5117-346	RENTALS & LEASES		
	Rental items to assist Park Maintenance during Christmas in the Park set up. Decrease - no bucket truck rental needed.		
	Shelters for donation volunteers		\$3,000
	Traffic control devices		\$10,000
	Equipment Rentals		\$3,000
	Total		\$16,000
01-5117-356	TRAINING		
	Pesticide training and testing, supervisor training, workshops. Increase to send staff to ORPS Conference and Southwest Parks.		
	Pesticide training/testing		\$600
	Supervisor training		\$200
	Professional Development classes		\$500
	Park Maintenance Academy x2		\$950
	ORPS Conference		\$1,250
	Total		\$3,500
01-5117-365	MAINTENANCE AGREEMENTS		
	Maintenance agreement for ponds at City Park and Chisholm Trail Park to control algae. Removal of nuisance animals. Increase in pond maintenance contract; additional added for pest control in parks.		
	Pond maintenance agreement		\$8,469
	Professional animal removal		\$3,531
	Total		\$12,000
01-5117-377	LICENSES		
	Driver's license record for all (12) employees (\$25) each. Water license (\$46) wastewater (\$46) and commercial driver license (\$56.50).		
	Driver's licenses (13)		\$325
	Water/Wastewater Licenses		\$110
	Pesticide Licenses		\$440
	Total		\$875
01-5117-381	FESTIVALS AND EVENTS		
	Materials and supplies for Chisholm Trail Festival, Freedom Fest, and Rock the Route. Includes repair and maintenance of Christmas displays, lights, and costumes. Increase in supply cost and amount used.		
	Stage, tent, equip. maintenance		\$2,000
	Event decorations, lights, supplies/repairs for Patriot Project, Freedom Fest, Chisholm Trail Festival, etc.		\$8,000
	Christmas in the Park - Costumes, Bailing Wire, Flood lights LED lights and replacement bulbs, Display supplies, T-posts, Holiday whistles, dog treats, train tickets, candy, etc.		\$13,113
	Total		\$23,113



FY 2024-2025 BUDGET
01 - General Fund

PARKS & RECREATION

DEPARTMENTAL EXPENDITURES		2022-2023 ACTUAL	2023-2024		2024-2025 REQUESTED BUDGET
			CURRENT BUDGET	PROJECTED YEAR END	
PERSONAL SERVICES					
5118-101	Regular Employees	938,430	1,045,022	967,123	1,091,370
5118-102	Extra Help	449,206	415,000	464,438	473,000
5118-103	Overtime	53,086	45,750	62,400	66,000
5118-106	Expense Allowance	6,371	2,400	7,190	7,600
5118-108	Employee Group Insurance	122,701	143,470	121,460	155,447
5118-110	Unemployment Insurance	10,323	3,600	9,603	3,600
5118-112	Employee Retirement	95,478	162,417	76,908	171,334
5118-113	FICA (Social Security)	109,239	115,192	107,940	123,882
5118-117	Employee Dental Insurance	11,589	14,058	11,755	14,796
5118-121	Sick Leave Buy Back	1,660	0	0	0
TOTAL PERSONAL SERVICES		1,798,084	1,946,909	1,828,817	2,107,030
MATERIALS AND SUPPLIES					
5118-201	Office Supplies	2,425	2,000	2,154	2,000
5118-202	Duplication/Computer Suppli	827	650	650	650
5118-205	Nondurable Supplies	340	250	150	250
5118-206	Building Maintenance Suppli	998	1,200	836	1,000
5118-207	Chemicals	15,781	8,000	20,000	20,000
5118-208	Publications and Periodical	177	150	150	150
5118-209	Recreational Supplies	3,043	4,500	4,500	4,500
5118-210	Landscaping Supplies	133	250	250	250
5118-213	Food Supplies	34,097	37,000	27,000	30,000
5118-213-C	Pool Concessions	6,682	4,500	8,040	8,000
5118-217	Wearing Apparel	2,788	3,400	3,400	3,400
5118-218	Protective Clothing/Safety	0	150	150	150
5118-220	Medical Supplies	228	300	300	300
TOTAL MATERIALS AND SUPPLIES		67,518	62,350	67,580	70,650
SERVICES AND CHARGES					
5118-302	Buildings	0	0	0	0
5118-311	Signs	87	1,000	1,000	1,000
5118-315	Office Equipment	608	250	446	250
5118-316	Furniture,Fixtures & Misc F	864	250	388	250
5118-317	Durable Tools	757	250	250	250
5118-318	Motor Vehicles/Small Equip	0	200	200	200
5118-322	Facility/Swimming Pool Eq	10,456	8,000	10,000	11,000
5118-328	Document Destruction	326	264	264	264
5118-331	Travel Expense	793	4,526	4,653	4,526
5118-340	Postage and Shipping	970	500	1,500	1,500
5118-345	Advertising	21,226	34,000	20,000	34,000
5118-346	Rentals and Leases	20,188	18,000	18,039	17,000
5118-349	Printing	1,032	2,000	2,136	2,000
5118-354	Assoc Memberships & Conf R	3,485	4,325	6,765	6,500
5118-356	Training	969	1,000	1,330	2,000

DEPARTMENTAL EXPENDITURES		2022-2023 ACTUAL	2023-2024		2024-2025 REQUESTED BUDGET
			CURRENT BUDGET	PROJECTED YEAR END	
5118-360	Contributions and Memorials	70	250	248	250
5118-361	Refunds	4,471	750	1,035	750
5118-365	Maintenance Agreements	772	5,000	2,500	3,000
5118-367	Pool and Concession Sales T	5,226	7,350	5,396	5,400
5118-376	Licensing	162	225	365	240
5118-377	Licenses	1,330	1,434	1,000	1,000
5118-380	Park & Rec Activities/Progr	15,701	18,000	18,000	18,000
FESTIVALS AND EVENTS					
5118-381	Special Events	3,882	4,500	4,500	4,500
5118-381-101	Concerts in the Park	8,539	8,500	6,000	7,000
5118-381-102	Spooksville	3,530	3,500	2,556	2,800
5118-381-103	Fall Craft Fair	84	750	364	500
5118-381-104	Chill Your Cheeks 5K	2,987	3,000	2,790	3,000
5118-381-105	Mayor's Christmas Party	1,599	1,600	1,274	1,600
5118-381-106	Christmas in the Park	4,103	6,800	9,431	9,500
5118-381-107	Sounds of the Season	28,750	41,000	39,315	41,000
5118-381-108	Taste of Yukon	971	1,000	1,000	1,000
5118-381-110	Festival of the Child	9,613	10,000	10,000	10,000
5118-381-111	Veteran's Tribute	24,375	23,650	24,375	24,375
5118-381-112	Freedom Fest	51,553	72,250	72,250	74,169
5118-381-113	Senior Games	4,026	4,000	4,000	4,000
5118-381-114	Trout Fish Out	2,840	3,000	3,115	3,000
5118-381-115	Daddy Daughter Dance	1,798	1,800	1,833	1,800
5118-381-116	Chisholm Trail Festival	1,769	2,500	1,251	1,500
5118-381-117	Big Event - Patriot Project	525	500	500	500
5118-381-118	Movies in the Park	448	500	520	500
TOTAL SERVICES AND CHARGES		240,887	296,424	280,589	300,124
TOTAL PARKS & RECREATION		2,106,489	2,305,683	2,176,986	2,477,804

Over FY 23-24 Budget 172,121
7.47%

01-5118-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>
<u>Position</u>	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>
Parks and Rec Director	1	1	1
Asst. Parks and Rec Director	1	2	2
Office Coordinator I	1	1	1
YCC Manager	1	1	1
Assistant YCC Manager	1	0	0
JCG Manager	1	1	1
DRC Manager	1	1	1
Assistant DRC Manager	1	1	0
Special Ops Supervisor	1	2	2
Special Program Coordinator	0	1	0
Special Event Specialist	0	1	1
Event Coordinator	1	1	1
Aquatics Coordinator	1	0	0
Athletic Coordinator	1	1	0
Program Specialist	4	3	6
Special Operations Specialist	0	0	1
DRC Receptionist	1	1	0
Total	17	18	18

01-5118-102 PART-TIME/SEASONAL EMPLOYEES

Includes salary for Part-time/Seasonal employees:

<u>Position</u>	<u>Estimated</u>
	<u>Breakdown</u>
Part-Time Rec Aides	32
Pool Seasonal	38
Part-Time Special Instructors	8
Seasonal All Year	5
Seasonal Summer Only	10
Total	93

01-5118-201 OFFICE SUPPLIES

Includes items such as pens, tape, sticky notes, paper clips, staples, highlighters, notebooks, folders, etc.

01-5118-202 DUPLICATION/COMPUTER SUPPLIES

Includes supplies needed to maintain office copiers and printers.

01-5118-205 NONDURABLE SUPPLIES

Items with a small unit value that are normally subject to rapid loss or deterioration, such as batteries, brooms, mops, extension cords, zip ties, weed eater string, etc.

01-5118-206 BUILDING MAINTENANCE SUPPLIES

Items such as hand soap, dishwashing soap, ice melt, hand sanitizer, cleaning chemicals, and cleaning equipment. Reduction in maintenance supplies.

01-5118-207 CHEMICALS

Includes chemicals to maintain City Splash Pool, Kimbell Bay Pool and Sunrise Splash Pad. Significant increase in chemical cost.

01-5118-208	PUBLICATIONS AND PERIODICALS Newspaper subscriptions at various facilities.
01-5118-209	RECREATIONAL SUPPLIES Equipment and supplies for the recreation facilities.
01-5118-210	LANDSCAPING SUPPLIES Includes materials and supplies to enhance landscaping around recreation and athletic facilities.
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 over 100 people lunch on a daily basis. CENA grant helps lower food expenses.
01-5118-213-C	POOL CONCESSIONS Concession items to be sold at our aquatic facilities during the summer. Increase in food and drink prices. Concession sales have also increased.
01-5118-217	WEARING APPAREL Branded wearing apparel for staff.
01-5118-218	PROTECTIVE CLOTHING/SAFETY EQUIPMENT Safety equipment for programming, facility and aquatic staff.
01-5118-220	MEDICAL SUPPLIES First aid supplies for city pools, recreational and athletic facilities.
01-5118-311	SIGNS Signage for parks, events, programs & various recreation facilities.
01-5118-315	OFFICE EQUIPMENT Replacement of office equipment such as chairs, desks, calculators, staplers, etc.
01-5118-316	FURNITURE, FIXTURES, AND MISCELLANEOUS FURNISHINGS Repair or minor replacement of stoves, refrigerators, desks, microwaves, rugs, etc.
01-5118-317	DURABLE TOOLS Tools to be used to repair items at recreational facilities.
01-5118-318	MOTOR VEHICLES/SMALL EQUIPMENT PARTS AND SUPPLIES Parts and supplies for repair of motorized equipment and recreational facilities.
01-5118-322	FACILITY/SWIMMING POOL EQUIPMENT Includes replacement, repairs, cleaning, painting, etc. to facility, swimming pools, splashpads equipment.
01-5118-328	DOCUMENT DESTRUCTION Monthly document destruction services.
01-5118-331	TRAVEL EXPENSE Travel per diem for NRPA Conference in Atlanta. Travel per diem for ORPS Conference in Norman. Expenses include meals, hotels, and any travel related costs.

01-5118-340	POSTAGE AND SHIPPING Used to help promote programs and activities by sending out marketing information to residents. Thank you cards sent to all donors and sponsors for programs and events. This amount is a more accurate amount for our postage expense over the last three (3) years.										
01-5118-345	ADVERTISING Promotional ads placed in newspapers, websites, banners, and digital signage for Freedom Fest, Chisholm Trail Festival, Festival of the Child, and other events and programs.										
01-5118-346	RENTALS AND LEASING Portable toilets to be placed at our special events, as well as our park properties. Linens to be utilized at special events/rentals throughout the year. Dust mops and rugs used at facilities.										
01-5118-349	PRINTING Activity Brochure printed 3 times a year. Winter/Spring, Summer, and Fall. Marketing flyers are printed to advertise programs and events.										
01-5118-354	ASSOCIATION MEMBERSHIPS AND CONFERENCE REGISTRATIONS <table> <tr> <td>Oklahoma Recreation and Parks Society Agency Membership</td><td>\$500</td></tr> <tr> <td>Oklahoma Recreation and Park Society Annual Conference (5 Reg.)</td><td>\$3,750</td></tr> <tr> <td>NRPA Premier Agency Membership</td><td>\$900</td></tr> <tr> <td>National Recreation and Park Association Annual Conference (2 Reg.)</td><td>\$1,350</td></tr> <tr> <td>Total</td><td>\$6,500</td></tr> </table>	Oklahoma Recreation and Parks Society Agency Membership	\$500	Oklahoma Recreation and Park Society Annual Conference (5 Reg.)	\$3,750	NRPA Premier Agency Membership	\$900	National Recreation and Park Association Annual Conference (2 Reg.)	\$1,350	Total	\$6,500
Oklahoma Recreation and Parks Society Agency Membership	\$500										
Oklahoma Recreation and Park Society Annual Conference (5 Reg.)	\$3,750										
NRPA Premier Agency Membership	\$900										
National Recreation and Park Association Annual Conference (2 Reg.)	\$1,350										
Total	\$6,500										
01-5118-356	TRAINING Our training opportunities include: Local Vo-Techs (computer classes) and local workshops that specialize in customer service/engagement, leadership, goal setting, supervision, etc. Offering more training opportunities to staff.										
01-5118-360	CONTRIBUTIONS AND MEMORIALS Memorial or celebration flowers, and employee recognition expenses.										
01-5118-361	REFUNDS Refunds for events, classes, etc.										
01-5118-365	MAINTENANCE AGREEMENTS Recreational facility maintenance, including yearly inspections of the pools, floor cleaning, and furniture cleaning. Anticipating less repair needs in FY25.										
01-5118-367	POOL AND CONCESSION SALES TAX Oklahoma sales tax payable on pool and concession sales. Projecting expenses to be the same as FY24.										
01-5118-376	LICENSING Oklahoma State Department of Health pool licenses. Increase cost of licenses.										
01-5118-377	LICENSES Reimburse required driving records for employees who drive city vehicles and equipment. Oklahoma State Department of Health Food Licenses. Projecting expenses to be the same as FY24.										
01-5118-380	P&R ACTIVITIES/PROGRAMS Basic program equipment - Equipment would include snack products, sporting equipment, toys, games, program supplies, program/league shirts, field trip costs and decorations, etc.										

01-5118-381 SPECIAL EVENTS

Equipment, decorations, food, and supplies needed for all other special events without a budget category.

FESTIVALS AND EVENTS

01-5118-381-101 CONCERTS IN THE PARK

We offer free concerts at our park facilities throughout the summer. Decreased the need to offer professional sound service to some bands.

Entertainment	\$5,800
Sound for Entertainment	\$800
Misc. Concert Supplies	\$400
Total	\$7,000

01-5118-381-102 SPOOKSVILLE

We offer a Halloween carnival, haunted trail, costume contest and crafts for the public to enjoy. High quality event can be coordinated with lower expenses.

Candy/Decorations/Supplies/Shirts/etc.	\$2,800
Total	\$2,800

01-5118-381-103 FALL CRAFT FAIR

Craft Fair that is held along with the Friends of the Library book sale. This event is free to the public. High quality event can be coordinated with lower expenses.

Tax permit/marketing material/concessions/décor, etc.	\$500
Total	\$500

01-5118-381-104 CHILL YOUR CHEEKS 5K

On the opening of Christmas in the Park, we hold the Chill Your Cheeks 5k endurance running event.

Professional Timing	\$1,200
Snacks, awards, shirts, supplies	\$1,800
Total	\$3,000

01-5118-381-105 MAYOR'S CHRISTMAS PARTY

The party includes Christmas crafts, games, costumed characters, clowns, face painting and refreshments. Admission is free to the public.

Entertainment, refreshments, crafts, supplies, décor, etc.	\$1,600
Total	\$1,600

01-5118-381-106 CHRISTMAS IN THE PARK

We rent porta potties for the park and purchase candy for giveaways at the donation sites. We facilitate the Volunteer Appreciation Luncheon after Christmas. We run a Christmas carnival and other activities on the opening night of the lights.

Opening of Christmas in the Park	\$2,500
Luncheon supplies, miscellaneous supplies	\$1,500
Miscellaneous Supplies	\$2,900
Candy	\$2,600
Total	\$9,500

01-5118-381-107 SOUNDS OF THE SEASON

Sounds of the Season is the family-oriented orchestra show that is brought to Yukon. The holiday show benefits the YPS Foundation for Excellence and Project Graduation on alternating years and is held at the Gene Cranfill Yukon Fine Arts Auditorium.

Entertainment	\$31,500
Sound	\$7,365
Tickets, flowers, program paper, supplies	\$2,135
Total	\$41,000

01-5118-381-108 TASTE OF YUKON

The Taste of Yukon showcases local restaurants and has approximately 20-25 vendors that provide food/drink samples to the public.

Gift for Restaurant participants, food, paper goods, linens, supplies	\$1,000
Total	\$1,000

01-5118-381-110 FESTIVAL OF THE CHILD

This festival is one of the largest one-day events we do. We provide 50-60 fun, hands-on booths for children, entertainment and inflatables.

Entertainment	\$2,500
Craft supplies, miscellaneous supplies	\$400
Golf cart rental	\$500
Bounces rental (Inflatable)	\$1,500
Petting Zoo, Pony rides and Clowns	\$2,340
Shirts, event supplies, equipment	\$2,760
Total	\$10,000

01-5118-381-111 VETERAN'S TRIBUTE

July 3rd orchestra event to honor Veterans.

Entertainment	\$15,750
Lighting	\$400
Sound	\$8,225
Total	\$24,375

01-5118-381-112 FREEDOM FEST

A two day event happening on July 3rd and 4th at City Park and Chisholm Trail Park. Events include two fireworks shows, a children's mini-triathlon, entertainment, car show, cornhole tournament, children's play/craft area and a hot dog eating contest. Increase cost of several rentals, services and performances.

Entertainment	\$43,169
Sound	\$9,000
Kids Activities - Ponies, petting zoo, moon bounces, laser tag, etc.	\$5,000
Rentals - porta potty, golf carts, tents, fencing, etc.	\$10,000
Miscellaneous supplies - glow, flowers, equipment, ice, & décor	\$7,000
Total	\$74,169

01-5118-381-113 SENIOR GAMES

This multi-day event offers the 50+ crowd the opportunity to compete in a variety of events including, but not limited to track and field, pickleball, cornhole, bowling, golf, basketball and archery.

Awards	\$1,620
Door prizes, equipment, supplies	\$930
Senior Social food, snacks for events	\$950
Entertainment	\$500
Total	\$4,000

01-5118-381-114 KIDS TROUT FISHOUT

The Fish Out is a free annual outdoor family fishing event at Welch Park.

Trout for Fish Out \$2,500

Miscellaneous supplies \$500

Total \$3,000

01-5118-381-115 DADDY DAUGHTER DANCE

This annual event offers three separate dances for dads and daughters to enjoy. Event includes a DJ, refreshments, photo opportunities and more.

Refreshments, Entertainment, Supplies \$1,800

Total \$1,800

01-5118-381-116 CHISHOLM TRAIL FESTIVAL

This event is held in cooperation with the Chisholm Trail Historical Society. Event includes music, family activities and performing artists. High quality event can be coordinated with lower expenses.

Pony Rides, entertainment \$1,000

Rentals (portapotties, dance floor, golf carts, etc.) \$400

Miscellaneous supplies \$100

Total \$1,500

01-5118-381-117 BIG EVENT - PATRIOT PROJECT

This event is held in conjunction with SW Covenant school as a service project.

Miscellaneous supplies \$500

Total \$500

01-5118-381-118 MOVIES IN THE PARK

Free event, where a movie will be played on a large outdoor screen for the public to enjoy.

Licensing Fee, supplies \$500

Total \$500



FY 2024-2025 BUDGET
01 - General Fund

FLEET MAINTENANCE

DEPARTMENTAL EXPENDITURES		2022-2023 ACTUAL	2023-2024		2024-2025 REQUESTED BUDGET
			CURRENT BUDGET	PROJECTED YEAR END	
PERSONAL SERVICES					
5121-101	Regular Employees	333,364	350,578	264,011	419,274
5121-103	Overtime	3,009	15,000	1,276	18,000
5121-106	Expense Allowance	0	1,500	1,500	1,650
5121-108	Employee Group Insurance	42,610	45,988	32,066	68,031
5121-110	Unemployment Insurance	1,407	1,200	970	1,400
5121-112	Employee Retirement	45,498	57,204	23,407	66,664
5121-113	FICA (Social Security)	25,368	27,967	27,221	33,451
5121-117	Employee Dental Insurance	4,002	4,686	3,057	5,754
5121-121	Sick Leave Buy Back	0	0	0	0
TOTAL PERSONAL SERVICES		455,257	504,123	353,508	614,225
MATERIALS AND SUPPLIES					
5121-201	Office Supplies	317	0	0	0
5121-204	Fuel, Oil and Lubricants	321,516	330,000	350,000	350,000
5121-205	Nondurable Supplies	3,365	1,800	1,800	1,800
5121-206	Building Maintenance Suppli	1,435	1,500	1,500	1,500
5121-217	Wearing Apparel	2,166	1,375	1,375	1,500
5121-218	Protective Clothing/Safety	2,195	2,250	2,250	2,250
5121-223	Welding Supplies	648	1,500	1,500	1,500
TOTAL MATERIALS AND SUPPLIES		331,643	338,425	358,425	358,550
SERVICES AND CHARGES					
5121-317	Durable Tools	4,691	7,500	7,500	7,500
5121-318	Motor Vehicles/Small Equip	210,865	250,000	265,000	265,000
5121-321	Air Conditioning and Heatin	0	0	0	0
5121-323	Inspection Fees for Propert	50	500	500	500
5121-324	Fuel Pump/Generator Repair	1,334	1,800	1,800	1,800
5121-331	Travel Expense	0	1,500	500	500
5121-340	Postage and Shipping	25	30	53	50
5121-356	Training	2,407	5,000	5,000	5,000
5121-377	Licenses	125	150	150	150
5121-378	Vehicle Tags	1,426	500	500	500
TOTAL SERVICES AND CHARGES		220,923	266,980	281,003	281,000
TOTAL FLEET MAINTENANCE		1,007,823	1,109,528	992,936	1,253,775

Over FY 23-24 Budget 144,247
13.00%

01-5121-101

REGULAR EMPLOYEES

Includes salary for Full time employees:

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>
<u>Position</u>	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>
Superintendent II	1	1	1
Mechanic III	2	2	2
Mechanic II	1	1	1
Office Coordinator I	0	0	1
Mechanic I	1	1	1
Secretary II	1	1	0
Total	6	6	6

01-5121-106

EXPENSE ALLOWANCE

Clothing allowance for eligible employees (\$300 ea.)

01-5121-204

FUEL, OIL AND LUBRICANTS

Unleaded and diesel fuel (with additive) for all City vehicles except Water/Sewer & Sanitation. Bulk oil, ATF, starter fluid, PS fluid and 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.

01-5121-205

NONDURABLE SUPPLIES

Small tools, parts, supplies to repair and maintain vehicles and equipment.

01-5121-206

BUILDING MAINTENANCE SUPPLIES

Shop rags, brooms, cleaners, paper goods for the fleet maintenance department and car wash supplies.

01-5121-217

WEARING APPAREL

The City provides uniform shirts, coveralls (optional), jackets and cleaning services for all Public Works employees.

01-5121-218

PROTECTIVE CLOTHING AND SAFETY EQUIPMENT

Includes PPE (Personal Protective Equipment) for fleet maintenance staff.

01-5121-223

WELDING SUPPLIES

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

01-5121-316

FURNITURE, FIXTURES, MISCELLANEOUS FURNISHINGS

Repair or minor replacement of desk chairs, file cabinets, etc.

01-5121-317

DURABLE TOOLS

Includes heavy hand tools and equipment for the fleet maintenance

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.
01-5121-323	INSPECTION FEES FOR PROPERTY AND EQUIPMENT Includes annual inspection fees for the diesel and unleaded fuel tanks.
01-5121-324	FUEL PUMP AND GENERATOR REPAIR Nozzles, hoses, fuses for the fuel pumps and parts to repair the garage generators.
01-5121-331	TRAVEL EXPENSE Travel expenses for employees while training.
01-5121-356	TRAINING Supervisor training, CNG, A/C Freon Training/Recovery, CDL Training, Customer Service for office personnel and computer software classes. Fuelmaster Training \$1,500 Fire Truck Training/Commercial Truck training \$3,500 Total \$5,000
01-5121-377	LICENSES Driver's License record for all six employees, \$25 each. Driver's License records \$150 Total \$150
01-5121-378	VEHICLE TAGS Cost of tags for city vehicles and certain road equipment.



FY 2024-2025 BUDGET
01 - General Fund

ANIMAL CONTROL

DEPARTMENTAL EXPENDITURES		2022-2023 ACTUAL	2023-2024		2024-2025
			CURRENT BUDGET	PROJECTED YEAR END	REQUESTED BUDGET
PERSONAL					
5122-101	Regular Employees	223,971	266,653	225,008	278,158
5122-102	Part-Time/Seasonal Employee	20,384	22,620	0	24,128
5122-103	Overtime	4,022	12,500	9,486	11,000
5122-108	Employee Group Insurance	28,432	37,745	27,150	45,016
5122-110	Unemployment Insurance	1,124	1,200	1,168	1,200
5122-112	Employee Retirement	29,712	46,759	22,910	43,945
5122-113	FICA (Social Security)	19,134	23,200	16,807	24,081
5122-117	Employee Dental Insurance	2,816	3,905	2,865	4,110
5122-119	Cleaning Allowance	2,250	2,400	1,642	3,000
5122-121	Sick Leave Buyback	1,288	1,500	1,851	1,500
TOTAL PERSONAL		333,133	418,482	308,887	436,138
MATERIALS AND SUPPLIES					
5122-201	Office Supplies	62	400	370	400
5122-202	Duplication/Computer Suppli	326	400	400	400
5122-205	Non-Durable Supplies	1,028	4,500	4,500	4,500
5122-206	Building Maintenance Supplie	1,334	1,550	1,500	1,500
5122-207	Chemicals	0	500	500	500
5122-212	Animal Food	3,539	4,500	4,500	5,000
5122-213	Food Supplies	0	500	500	500
5122-217	Wearing Apparel	1,470	2,150	2,150	2,150
TOTAL MATERIALS AND SUPPLIES		7,758	14,500	14,420	14,950
SERVICES AND CHARGES					
5122-302	Buildings	0	0	0	0
5122-315	Office Equipment	0	2,500	2,500	2,500
5122-316	Furniture, Fixtures & Misc	1,220	3,000	3,000	3,000
5122-317	Durable Tools	1,121	3,000	3,000	3,000
5122-331	Travel Expense	0	500	500	500
5122-340	Postage and Shipping	0	45	45	45
5122-356	Training	400	1,000	1,000	2,000
5122-358	Medical Services (non-Emp)	8,846	15,000	15,000	20,000
5122-361	Refunds	90	500	500	500
5122-376	Licensing & Software	444	1,000	1,000	1,000
TOTAL SERVICES AND CHARGES		12,122	26,545	26,545	32,545
TOTAL ANIMAL CONTROL		353,013	459,527	349,852	483,633

Over FY 23-24 Budget

24,106.38
5.25%

01-5122-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>
<u>Position</u>	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>
Animal Control Supervisor	1	0	0
Animal Control Officer	3	4	4
Office Coordinator I	0	1	1
AC Shelter Attendant-PT	1	1	1
Total	5	6	6

01-5122-119 CLEANING ALLOWANCE

Quarterly cleaning of uniforms for Animal Control Officers.

01-5122-201 OFFICE SUPPLIES

Supplies needed for day to day operations of the shelter.

01-5122-202 DUPLICATION/COMUTER

Copy paper and supplies.

01-5122-205 NON-DURABLE SUPPLIES

Cat litter and cage bedding for animals. Increase in animals projected for upcoming year due to Pets and People leaving the City. Purchase of cat and skunk cages.

01-5122-206 BUILDING MAINTENANCE SUPPLIES

Cleaning supplies needed for floor cleaning machine. Purchase bleach to prevent diseases brought in by animals. Purchase of parvo prevention chemicals.

01-5122-207 CHEMICALS

Cost of flea and tick dip to treat animals as they come into the shelter. Chemicals have

01-5122-212 ANIMAL FOOD

Increase due to number of animals and price increase of food.

01-5122-213 FOOD SUPPLIES

Coffee supplies for staff.

01-5122-217 WEARING APPAREL

Uniform purchase and replacement of uniforms for Animal Control personnel.

01-5122-315 OFFICE EQUIPMENT

Purchase of label maker, calculators and records/files.

01-5122-316 FURNITURE, FIXTURES AND

Purchase of stainless steel table for examination of animals.

01-5122-317 DURABLE TOOLS

Replacement of water hoses and additional catch poles for vehicles.

01-5122-331	TRAVEL EXPENSE Travel Expenses for trainings staff will attend.
01-5122-340	POSTAGE AND SHIPPING fees for postage and shipping
01-5122-356	TRAINING Certification requirements as well as various first aid training opportunities.
01-5122-358	MEDICAL SERVICES (NON-EMPLOYEES) Due to number of injured animals and housed animals needing medical attention. Will fully vet animals for adoption to included shots, spay or neuter, heartworm and microchip. Purchase additional microchips. Price increase for Veterinarian Services.
01-5122-361	REFUNDS Refund of adoption fees in unforeseen situations.
01-5122-376	LICENSING & SOFTWARE ShelterLuv system.



FY 2024-2025 BUDGET
01 - General Fund

PUBLIC WORKS ADMINISTRATION

DEPARTMENTAL EXPENDITURES		2022-2023 ACTUAL	2023-2024		2024-2025 REQUESTED BUDGET
			CURRENT BUDGET	PROJECTED YEAR END	
PERSONAL SERVICES					
5123-101	Regular Employees	262,812	411,453	388,912	380,421
5123-103	Overtime	71	2,000	0	1,500
5123-106	Expense Allowance	0	900	1,200	1,050
5123-108	Employee Group Insurance	24,618	46,657	34,425	38,465
5123-110	Unemployment Insurance	768	1,000	1,123	800
5123-112	Employee Retirement	36,559	69,864	47,018	59,287
5123-113	FICA (Social Security)	20,146	31,629	28,343	29,217
5123-117	Employee Dental Insurance	2,316	3,741	3,408	3,288
5123-121	Sick Leave Buy Back	0	0	0	0
TOTAL PERSONAL SERVICES		347,290	567,244	504,429	514,028
MATERIALS AND SUPPLIES					
5123-201	Office Supplies	1,470	1,400	1,400	1,400
5123-202	Duplication/Computer Suppli	1,257	1,350	1,350	1,350
5123-213	Food Supplies	750	1,000	990	1,250
5123-217	Wearing Apparel	500	500	500	750
5123-218	Protective Clothing/Safety	0	300	300	300
5123-220	Medical Supplies	498	500	500	500
TOTAL MATERIALS AND SUPPLIES		4,476	5,050	5,040	5,550
SERVICES AND CHARGES					
5123-331	Travel Expense	359	100	108	120
5123-340	Postage and Shipping	0	190	190	190
5123-354	Assoc. Memberships & Conf.	730	1,229	1,229	1,229
5123-356	Training	0	1,000	1,000	2,000
5123-377	Licenses	408	274	274	480
TOTAL SERVICES AND CHARGES		1,497	2,793	2,801	4,019
TOTAL PUBLIC WORKS ADMINISTRATION		353,263	575,087	512,270	523,597

Under FY 23-24 Budget

(51,490)
-8.95%

01-5123-101

REGULAR EMPLOYEES

Includes salary for Full time employees:

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>
<u>Position</u>	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>
Public Works Director	1	1	1
Ass't Public Works Director	1	2	2
Office Coordinator I	1	1	1
Secretary II	1	1	0
Total	4	5	4

01-5123-106

EXPENSE ALLOWANCE

Clothing allowance for eligible employees (\$300 ea).

01-5123-201

OFFICE SUPPLIES

Includes all supplies necessary for use in the operation of all departments under Public Works to include but not limited to pencils, envelopes, pens, record books, paper clips, keyboards, file folders, etc.

01-5123-202

DUPLICATIONS/COMPUTER SUPPLIES

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

01-5123-213

FOOD SUPPLIES

Food supplies for Public Works Employee Christmas dinner; retirement celebrations.

01-5123-217

WEARING APPAREL

Clothing allowance for Public Works Administrative staff.

01-5123-218

PROTECTIVE CLOTHING AND SAFETY EQUIPMENT

Includes PPE for PW Admin staff.

01-5123-220

MEDICAL SUPPLIES

First aid supplies for the PW Administration office.

01-5123-331

TRAVEL EXPENSE

Travel expenses for employees while training and pike pass fees for the Public Works Director and the Assistant Public Works Directors.

01-5123-340

POSTAGE AND SHIPPING

Postage and shipping for all Public Works departments.

01-5123-354

ASSOCIATION MEMBERSHIPS & CONFERENCE REGISTRATIONS

Oklahoma Municipal League conference and American Public Works Association membership for Arnold Adams, the Public Works Director and the Assistant Public Works Directors.

Oklahoma Municipal League Conference	\$500
American Public Works Association Membership	\$404
OK Municipal Utility Providers Dues	\$100
APWA Conference Registration	\$225

Total \$1,229

01-5123-356	TRAINING		
	Computer software training for PW Admin staff and any other administrative training.		
	Administrative classes/training		\$500
	DEQ License Training		\$1,000
	Computer software training		\$500
	Total		<u>\$2,000</u>
01-5123-377	LICENSES		
	Driver's license record for all five employees, \$25 each. Water/Wastewater license and CDL renewal, \$57 each.		
	Driver's License records		\$125
	Commercial Driver License (CDL) renewal		\$171
	Water/Wastewater License renewal		\$184
	Total		<u>\$480</u>



03 - SINKING FUND
FY 2024-2025

ESTIMATES ONLY - COUNTY EXCISE BOARD MEETS SEPTEMBER

REVENUE

Account	Description	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Actual Rev	2024-2025 Projected Revenue
42170	Property Tax - Current	689,444	760,000	742,278	760,000
42180	Property Tax - Prior	7,727	7,000	6,545	7,000
48110	Interest	12,019	5,000	15,875	10,000
	TOTAL REVENUE	709,190	772,000	764,698	777,000

EXPENDITURES

Account	Account Name	2022-2023 Actual Expenditures	2023-2024 Budgeted Expenditures	2023-2024 Projected Expenditures	2024-2025 Proposed Expenditures
5101-390	Bank Fees and Charges	1,316	1,250	1,272	1,250
5101-595	2015 Series GO Bonds-Principle	660,000	700,000	700,000	740,000
5101-596	2015 Series GO Bonds-Interest	103,750	70,750	70,750	35,750
	TOTAL EXPENDITURES	765,066	772,000	772,022	777,000

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

(Continued on next page)

ACCOUNT DETAIL

5101-560 BOND SERVICES FEES

Paying Agent service fees for the General Obligation Bonds.

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 2024-2025

Account	Description	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Revenue	2024-2025 Proposed Revenue
	MISCELLANEOUS				
47125	Rental of Property: Sports Park	13,711	11,753	13,058	13,058
48110	Interest	46	0	36	50
48210	YNB Loan Proceeds	0	0	0	0
48251	Miscellaneous	1,652,961	350,000	150,000	200,000
48612	Sales Tax Revenue	5,275,159	5,337,270	5,389,837	5,430,261
48613	Use Tax Revenue	935,862	930,776	1,084,491	1,084,491
48614	Dedicated Sales Tax Revenue '07	1,758,386	1,779,090	1,796,612	1,810,087
48615	Transfer from Other Funds	470,174	756,308	756,308	1,651,231
48900	Transfer from GF Reserve	1,000,000	1,000,000	1,000,000	1,000,000
	Appropriated Fund Balance		2,327,500	137,445	2,744,710
	TOTAL REVENUE	11,106,299	12,492,697	10,190,342	13,933,887

PURPOSE OF FUND

Restricted use by **Ordinance #936** passed and approved on January 30, 1996.

Section 2:

Tax Imposed. There is hereby imposed an excise tax of three-fourths of one percent (.75%) (in addition to any and all other excise taxes now in force) to be levied upon the gross proceeds or gross receipts derived from all sales taxable under the Oklahoma Sales Tax Code.

Section 3:

Purpose of Revenue. the purpose of this Ordinance to provide revenues for the use and benefit of the City of Yukon, Oklahoma (the "City"), said revenues to be expended only for the following limited purposes: (i) capital improvements and equipment for the use and benefit of the City and/or (ii) for the payment of financing costs for capital improvements and for the use and benefit of the City, including payment of debt service and costs of issuance in conjunction with obligations issued by the City or a public trust of which the City is the beneficiary to finance the improvements and purchases referenced in(i) above. The revenues generated pursuant to this Ordinance may be expended only for the limited purposes described above. All revenues would by this Ordinance shall be deposited in a limited-purpose fund and money in this limited-purpose tax fund shall be expended only as accumulated and only for the purposes specified in this Ordinance as approved by a vote of the qualified electors of the City as provided for in Section 4 hereof.

Restricted use by **Ordinance #1203** passed and approved on February 6, 2007.

Section 106-71.2:

a) In addition and cumulative to all other excise taxes on the purchase price levied by the City of Yukon on the storage, use or other consumption of tangible personal property within the City, an excise tax in the additional amount of one-fourth of one percent (.25%) of the purchase price is hereby levied upon the storage, use or other consumption of tangible personal property taxable under the use tax laws of this State, as provided in this Article III. This additional excise tax of one-fourth of one percent (.25%) is levied on all storage, use, consumption and all activities, status and conditions to which the existing excise taxes of the City of Yukon Use Tax Ordinances are applicable; and further, all administrative and enforcement provisions of the City of Yukon Use Tax Ordinance as contained in this Article III shall be applicable to this additional one-fourth of one percent (.25%) excise tax imposed by this Ordinance.

b) It is hereby declared to be the purpose of this Ordinance to provide revenues for the use and benefit of the City of Yukon, Oklahoma (the "City"), said revenues to be expended only for the following limited purposes: (i) capital improvements for the use and benefit of the City and/ or (ii) for the payment of financing costs for capital improvements for the use and benefit of the City, including payment of debt service and costs of bond or note issuance in conjunction with obligations issued by the City or a public trust of which the City is the beneficiary to finance the improvements and expenditures referenced in (i) above. The revenues generated pursuant to this Ordinance may be expended only for the limited purposes described above. All revenues generated by this Ordinance shall be deposited in a limited-purpose fund and money in this limited-purpose tax fund shall be expended only as accumulated and only for the purposes specified in this Ordinance. For purposes of this Section, the term /I capital improvements" shall have and be given the same meaning as set forth in 11 Oklahoma Statutes 2001917-110.



FY 2024-2025 BUDGET
36 - Sales Tax Capital Improvement

SALES TAX CIP/DEBT SERVICE

DEPARTMENTAL EXPENDITURES		2022-2023 ACTUAL	2023 - 2024		2024-2025
			CURRENT BUDGET	PROJECTED YEAR END	REQUESTED BUDGET
CAPITAL IMPROVEMENT					
5501-403	Cap. Improvements-Park Maint.	248,946	395,485	395,485	538,893
5501-404	Cap. Improvements-Finance	0	0	0	0
5501-405	Cap. Improvements-Fire	356,640	271,072	330,662	893,057
5501-407	Cap. Improvements-Dev Services	88,643	0	0	0
5501-408	Cap. Improvements-Library	37,592	49,400	49,400	61,000
5501-409	Cap. Improvements-Admin	0	612,734	362,734	1,893,967
5501-410	Cap. Improvements-Parks	314,384	425,500	425,500	483,100
5501-411	Cap. Improvements-Police	598,477	725,345	650,345	1,005,472
5501-412	Cap. Improvements-Prop. Maint	4,724	60,100	65,200	212,394
5501-415	Cap. Improvements-Recreation	6,000	0	0	0
5501-416	Cap. Improvements-Fleet Maint	68,366	28,000	27,396	112,500
5501-418	Cap. Improvements-Animal Control	44,054	0	2,414	3,772
5501-419	Cap. Improvements-Streets	494,350	2,619,000	669,000	934,624
5501-421	Cap. Improvements-PW Admin	45,833	200,000	0	0
5501-423	Cap. Improvements-Technology	353,359	298,220	298,220	391,995
5501-425	Cap. Improvements-Emergency Mgmt	0	43,870	47,225	37,000
5501-469	Cap. Improvements-Utility Billing	38,980	0	0	0
5501-470	Cap. Improvements-Water&Sew	89,957	75,000	26,000	550,694
5501-471	Cap. Improvements-Sanitation	400,474	284,500	492,306	281,000
5501-474	Cap. Improvements-Treatment & Supply	6,945	0	88,371	20,000
5501-475	Cap. Improvements-Prior Year Obligatio	0	0	0	268,004
TOTAL CAPITAL IMPROVEMENT		3,197,725	6,088,226	3,930,258	7,687,472
CONTINGENCY AND TRANSFERS					
5501-601	Contingency	262,504	69,465	14,620	25,000
5501-601-5	Revenue Bond Trustee Fees	10,333	13,500	6,000	6,000
5501-608	Debt Service - 2012 Revenue	0	0	0	0
5501-610	Debt Service YMA 2013 Rev	0	0	0	0
5501-611	Debt Service 2015A Rev Note	0	0	0	0
5501-617	Debt Service-2017 Rev Note	1,145,703	1,212,384	1,202,783	1,200,271
5501-618	Debt Service-2017B Rev Note	715,854	759,870	755,982	754,481
5501-619	Debt Service-2018 Rev Note	625,955	663,466	657,966	659,519
5501-620	Debt Service-RCB Bank	152,999	0	0	0
5501-621	Debt Service-2019 Rev Note	972,076	1,031,384	1,022,911	1,029,465
5501-622	Debt Service-2020 Rev Note	610,858	1,004,230	994,922	994,449
5501-650	City Match for Grant Fund	112,908	1,650,222	1,467,455	1,577,230
TOTAL CONTINGENCY AND TRANSFERS		4,609,191	6,404,521	6,122,639	6,246,415
TOTAL SALES TAX CAPITAL IMPROVEMENTS		7,806,916	12,492,747	10,052,897	13,933,887

Over FY 23-24 Budget (1,441,140)
11.54%

36-5501-403	Cap. Improvements-Park Maintenance		
	• Fence replacement - City T-Ball and Football fields	50,000	
	• Chisholm Trail Park Irrigation	22,000	
	• Hillcrest Park playground, fence, ammenities	90,000	
	• Misc. Park Amenities, replacement/repair	10,000	
	• Park tools, push mowers, misc. equipment	5,000	
	• Stand on zero turn mower	10,000	
	• Ranchwood Park Hwy 4 pedestrian bridge rehab	9,500	
	• Work pickup	65,194	
	• Chisholm Trail Park pond leak/wall repairs	15,000	
	• Kimbell Park - parking lot resurface/repair	237,500	
	• Replace Kimbell Park carports with pavilion	24,699	
	Total Cap. Improvements-Park Maintenance		538,893
36-5501-405	Cap. Improvements-Fire		
	• Training Chief vehicle	65,000	
	• Replace Station #2 apparatus bay doors	69,950	
	• Fire Pumper Lease Agreement	217,872	PEST
	• Training tower	443,735	PEST
	• Wildland/Extrication Gear (42 sets)	75,000	
	• Swift Water boat	21,500	
	Total Cap. Improvements-Fire		893,057
36-5501-408	Cap. Improvements-Library		
	• Replace Library/DRC exterior building signage (Library portion)	15,000	
	• Remodel quiet reading room	6,000	
	• Library Materials	40,000	
	Total Cap. Improvements-Library		61,000
36-5501-409	Cap. Improvements-Admin		
	• Misc. Building Repairs (Fire St. #1, City Hall, YCC etc.)	360,000	
	• Yukon Parkway multimodal trail (TAP) - City Share	154,967	
	• Garth Brooks overlay (Vandament to Hwy 66) - City Share	179,000	
	• 10th & Shedeck Parkway intersection - \$600k reimbursed	1,200,000	
	Total Cap.Improvements-Admin		1,893,967
36-5501-410	Cap. Improvements-Parks & Recreation		
	• ADA 15 passenger van for senior center	150,000	
	• City Park - imporvements to Basebal field fence	10,000	
	• DRC exercise/acvtivity floor	10,000	
	• Replace Library/DRC exterior building signage (DRC portion)	15,000	
	• Program and facility equipment	15,000	
	• Improvements to Sunrise Park softball fields	32,000	
	• JCG - pickleball lines on courts	6,100	
	• JCG - replace volleyball equipment	10,000	
	• Kimbell Bay - renovate gutters; sandblast, epoxy pool shell	235,000	
	Total Cap. Improvements-Parks & Recreation		483,100

36-5501-411	Cap. Improvements-Police		
	• 8 - Police Vehicles & Equipment	676,560	
	• Breaching tools for each unit	8,268	
	• 8 - Portable radios	21,992	
	• Replace chairs in briefing and report rooms	3,704	
	• Removal of carpet in building and replace with vinyl flooring	44,940	
	• Cameras and access control system	250,008	
	Total Cap. Improvements-Police		1,005,472
36-5501-412	Cap. Improvements-Prop.Maint.		
	• Coating roof Christmas/Parks Building	35,000	
	• Coating roof at 900 Industrial Drive	30,000	
	• Centennial Building furnace	2,500	
	• JCG furnace	6,000	
	• Ladder rack for truck	1,500	
	• Ice machine Fire Station #2	3,200	
	• Trailer mounted jetter	20,000	
	• Work truck	65,194	
	• Vehicle for cleaning buildings	40,000	
	• Park restroom door frames	4,000	
	• Maintenance tools & equipment	5,000	
	Total Cap. Improvements-Property Maintenance		212,394
36-5501-416	Cap. Improvements-Fleet Maintenance		
	• Roof vents for Fleet shop roof and exhaust fans	7,500	
	• Fleet shop metal, doors and weather seals	100,000	
	• Mechanic tools & equipment	5,000	
	Total Cap. Improvements-Fleet Maintenance		112,500
36-5501-418	Cap. Improvements-Animal Control		
	• Replace dog panels	3,772	
	Total Cap. Improvements-Animal Control		3,772
36-5501-419	Capital Improvements-Street Dept		
	• Work Truck	65,194	
	• Zero turn mower	15,000	
	• 1st Street rehab	200,000	
	• Concrete panel replacement	274,430	
	• LED change out	15,000	
	• Street Striping	100,000	
	• 16' mower	220,000	
	• Street tools & equipment	5,000	
	• Traffic devices	10,000	
	• Signs/Markers	15,000	
	• Tractor & box blade	15,000	
	Total Cap. Improvements-Street Dept.		934,624

36-5501-423	Cap. Improvements-Technology		
	Legislative		
	• Replace iPad	1,200	
	• Social Media scheduling software	5,000	
	Police		
	• Replace mobile Computer setups (7)	38,500	
	• Mobile ID fingerprint scanners	6,000	
	Fire		
	• Red lights in dorm rooms	25,000	
	• Upgrade master control unit	18,000	
	• Replace digital clocks	4,000	
	Court		
	• Replace iPads (2)	2,400	
	• Check in management software	9,500	
	• Replace desktop scanners (3)	2,700	
	• Replace receipt printers (2)	1,800	
	• Laptop for use during court	1,400	
	Library		
	• UPS battery backup and surge protection (11)	2,200	
	Public Works		
	• Desktop scanners (2)	1,800	
	• Mag lock and card access reader for Prop. Maint.	2,000	
	Technology		
	• Replace (63) Desktop Computers	74,025	
	• Replace (10) laptops	14,000	
	• Replace (5) Council iPads	6,000	
	• Replace (14) iPads	16,800	
	• FortiNet for network devices	42,700	
	• FortiNet protection for computers	10,650	
	• Access Points, fiber equipment	25,000	
	• Fiber Installation - Kimbell Park to Chisholm Trail	62,820	
	• Fiber Installation - Chisholm Trail Park to Community Center	11,300	
	Utility Billing		
	• Replace desktop scanners (4)	3,600	
	• Replace receipt printers (4)	3,600	
	Total Cap. Improvements-Technology		391,995
36-5501-425	Cap. Improvements-Emergency Management		
	• New Outdoor Warning Siren	37,000	
	• Power line supply to warning sirens	0	
	Total Cap. Improvements-Emergency Management		37,000
36-5501-470	Cap. Improvements-Water & Sewer		
	• Rehab manholes	5,000	
	• Replace fire hydrants	15,000	
	• Sewer line upgrades	300,000	
	• New meter installs	50,000	
	• Hydro-vac trailer	75,500	
	• Work Truck	65,194	
	• Sewer camera	35,000	
	• Water & Sewer tools	5,000	

		Total Cap. Improvements-Water & Sewer	550,694
36-5501-471	Cap. Improvements-Sanitation		
	• Dumpsters	50,000	
	• Poly Carts	30,000	
	• Work order pickup	50,000	
	• Sanitation tools & equipment	5,000	
	• Fence replacement	18,000	
	• Overhead door - west transfer station	20,000	
	• Sanitation loader	100,000	
	• Powerwasher	8,000	
		Total Cap. Improvements-Sanitation	281,000
36-5501-474	Cap. Improvements-Water & Sewer		
	• Yukon Parkway Water Tower fence replacement	20,000	
		Total Cap. Improvements-Water & Sewer	20,000
36-5501-475	Cap. Improvements-Prior Year Obligation		
	• Dump truck - Streets	268,004	
		Total Cap. Improvements-Prior Year Obligation	268,004
		Total Department Capital Improvements	7,687,472
36-5501-601	CONTINGENCY/CAPITAL IMPROVEMENT RESERVE		
	This serves as a contingency/reserve account to make sure that the City can meet it's obligations with respect to the amortization schedule of the outstanding revenue bonds regardless of the ebbs and flows of Sales Tax Revenue.		
36-5501-601-5	REVENUE BOND TRUSTEE FEES		
	Fees paid to the banks administering the Revenue Bond funds.		
36-5501-608	DEBT SERVICE-2012 REVENUE BOND		
	Revenue Bond issued December 2012 for \$6,500,000 and is for Capital Improvements. Final payment for this Revenue Bond January 2023.		
36-5501-609	DEBT SERVICE-ARVEST EQUIPMENT LOAN		
	Debt service payments for Small Equipment Loan that will be paid off in		
36-5501-610	DEBT SERVICE-2013 REVENUE BOND		
	Revenue Bond issued March 2013 for \$8,515,456 and is for Capital Improvements. Final payment for this Revenue Bond January 2023.		
36-5501-611	DEBT SERVICE-2015A REVENUE NOTE		
	Revenue Note issued March 2015 for \$9,520,000 and is for Capital Improvements and Bond restructuring. Final payment for this Revenue Bond		
36-5501-612	DEBT SERVICE-2015B REVENUE NOTE		
	Revenue Note issued April 2015 for \$5,805,000 and is for Capital Improvements and Bond restructuring. Final payment for this Revenue Bond June 2022.		

36-5501-616	DEBT SERVICE-YNB Revenue Note issued in May 2017 for \$380,000 for police vehicles. Final payment will be June 2020. And a Revenue Note issued in November 2018 for \$800,000 and is for the Police vehicles. Final payment made in June '21.
36-5501-617	DEBT SERVICE-2017 REVENUE NOTE Revenue Note issued in July 2017 for \$10,000,000 and is for Capital Improvements. Final payment for this Revenue Bond July 2031.
36-5501-618	DEBT SERVICE-2017B REVENUE NOTE Revenue Note issued in October 2017 for \$5,840,000 and is for Capital Improvements and Note restructuring. Final payment for this Revenue Bond
36-5501-619	DEBT SERVICE-2018 REVENUE NOTE Revenue Note issued in August 2018 for \$5,675,000 and is for Capital Improvements. Final payment for this Revenue Bond January 2032.
36-5501-620	DEBT SERVICE-RCB BANK Revenue Note issued May 2018 for \$825,000 and is for one (1) Fire truck and two (2) Sanitation trucks. Final payment will be in June 2023.
36-5501-621	DEBT SERVICE-2019 REVENUE NOTE Revenue Note issued in May 2019 for \$9,540,000 and is for Capital Improvements. Final payment will be in January 2032
36-5501-622	DEBT SERVICE-2020 REVENUE NOTE Revenue Note issued in April 2020 for \$9,000,000 and is for Capital Improvements. Final payment will be in January 2033
36-5501-628	TRANSFER TO GENERAL FUND
36-5501-650	CITY MATCH GRANT FUND This account is for any city match funds required for Grants, if awarded.
	- Route 66 Park (LWCF) (if awarded) \$1,416,280.00
	- Freedom Trail Restroom (LWCF) \$160,950.00
	\$1,577,230.00



38 - HOTEL/MOTEL TAX FUND
FY 2024 - 2025

REVENUE

Account	Description	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Revenue	2024-2025 Proposed Revenue
	MISCELLANEOUS				
48110	Interest	47	50	39	50
48250	Miscellaneous	2,500	0	3,027	0
48800	Hotel/Motel Tax	367,780	351,660	376,505	376,505
48810	Sale of Promotional Items		0	0	0
	Appropriated Fund Balance	94,179	99,584	0	178,782
	TOTAL REVENUE	464,506	451,294	379,571	555,337

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.



FY 2024-2025 BUDGET
38-Hotel/Motel Tax

TOURISM & EVENTS

		2023-2024		2024-2025	
DEPARTMENTAL EXPENDITURES		2022-2023 ACTUAL	CURRENT BUDGET	PROJECTED YEAR END	REQUESTED BUDGET
MATERIALS AND SUPPLIES					
38-5501-205	NonDurable Supplies	8,966	5,000	5,000	6,000
38-5501-225	Promotional Items	785	2,500	2,500	3,000
TOTAL MATERIALS AND SUPPLIES		9,751	7,500	7,500	9,000
SERVICES AND CHARGES					
38-5501-331	Travel Expense	0	3,000	2,850	3,000
38-5501-345	Advertising	74,243	79,000	79,000	121,853
38-5501-348	Consultant Fees	16,500	2,000	2,000	2,000
38-5501-349	Printing	215	210	210	2,000
38-5501-354	Assoc. Memberships & Conf. Reg	5,844	3,845	3,722	3,745
38-5501-356	Training	0	250	0	250
38-5501-366	Contingency-Hotel/Motel Tax	0	5,000	0	5,000
38-5501-381-101	Fest&Events-Freedom Fest Firewo	82,900	43,000	43,000	43,000
38-5501-381-104	Fest&Events-Rock the Route	67,932	68,200	67,897	70,000
38-5501-381-106	Route 66 Triple Tour	24,388	15,000	10,000	10,000
TOTAL SERVICES AND CHARGES		272,021	219,505	208,679	260,848
TRANSFERS					
38-5501-601	Transfer to General Fund	0	0	0	0
TOTAL TRANSFERS		0	0	0	0
TOTAL TOURISM & EVENTS		281,772	227,005	216,179	269,848

Under FY 23-24 Budget 42,843
18.87%

38-5501-205	NONDURABLE SUPPLIES	
	Banners, tent, tourism related signage, etc.	\$6,000
		<u>\$6,000</u>
38-5501-225	PROMOTIONAL ITEMS	
	This expense includes promotional items to promote tourism in Yukon	
38-5501-331	TRAVEL EXPENSE	
	This expense includes airline, mileage, hotel accomodations, meals, etc. for tourism events, conferences, etc.	
	IAAPA Conf (Global Attractions Industry)	\$3,000
38-5501-345	ADVERTISING	
	Includes the cost of print and digital advertising in various publications through these vendors:	
	Travel OK Brochure Fulfillment (CIP Brochure Distr.)	\$1,000
	Holiday Package (TV - Cable Metro Area (CIP))	\$3,100
	OK Today Magazine Ad (CIP)	\$2,670
	Facebook / Instagram (RtR)	\$500
	Facebook / Instagram (CIP)	\$1,000
	Facebook / Instagram (CTF)	\$500
	Facebook / Instagram (FOC)	\$500
	Facebook / Instagram (FF)	\$300
	Google Ads (RtR)	\$500
	Google Ads (CIP)	\$1,000
	Google Ads (CTF)	\$500
	Google Ads (FOC)	\$500
	Google Ads (FF)	\$300
	State Tourism Guide	\$7,650
	Travel OK Festival eNewsletter x 2 (CIP & RTR)	\$2,125
	Holiday Presenting Sponsor Package	\$4,250
	Texas Monthly (CIP)	\$5,500
	Radio Station Christmas Sponsorship	\$7,000
	Radio Ads for Czech Festival	\$750
	Radio Ads for Festival of the Child	\$750
	Radio Ads for Chisholm Trail Festival	\$750
	Billboards (RtR)	\$2,850
	Billboards (Czech Fest)	\$2,175
	Billboards (FOC)	\$2,850
	Billboards (CTF)	\$2,850
	Billboards (CIP) - OKC & Tulsa area	\$9,400
	Billboards (FF)	\$1,500
	Print Ads	\$8,286
	Route 66 Assoc. Trip Guide	\$850
	Route 66 print ads	\$6,000
	Magazine Ad (FOC)	\$947
	Local Advertising	\$43,000
	Total	<u>\$121,853</u>

38-5501-348	CONSULTANT FEES J Holland Photography		
38-5501-349	PRINTING		
38-5501-354	ASSOC. MEMBERSHIPS & CONF. REG. Includes memberships to tourism organizations and conference registration to tourism and attraction conferences.		
	OTIA Membership	\$2,500	
	IAAPA Membership	\$795	
	Route 66 Association	\$50	
	IAAPA Conf. Reg. (2 people)	\$400	
	Total	\$3,745	
38-5501-356	TRAINING IAAPA Online Training Sessions		
38-5501-366	CONTINGENCY - HOTEL/MOTEL TAX Includes emergencies or non-budgeted items.		

FESTIVALS AND EVENTS

38-5501-381-101	FREEDOM FEST Firework Displays		
38-5501-381-104	ROCK THE ROUTE CONCERT Host a concert on historic Route 66 with food trucks.		
	Entertainment	\$50,000	
	Stage/Audio Equipment rental	\$14,500	
	Insurance rider for Concert	\$1,200	
	Porta potty rental	\$1,000	
	Hotel accomodations/food for Bands	\$1,000	
	Miscellaneous supplies	\$2,300	
	Total	\$70,000	
38-5501-381-106	ROUTE 66 TRIPLE TOUR EVENT		
	Equipment Rentals: restrooms, activities, etc.	\$2,500	
	Concessions, kids' area, car show, misc. supplies	\$2,500	
	Advertising	\$5,000	
	Total	\$10,000	



FY 2024-2025 BUDGET
38-Hotel/Motel Tax Fund

ECONOMIC DEVELOPMENT

DEPARTMENTAL EXPENDITURES	2022-2023 ACTUAL	2023-2024		2024-2025 REQUESTED BUDGET
		CURRENT BUDGET	PROJECTED YEAR END	
MATERIALS AND SUPPLIES				
38-5502-201 Office Supplies	0	250	0	250
38-5502-202 Duplication/Computer Su	0	0	0	0
38-5502-208 Publications & Periodic	199	199	199	199
38-5502-213 Food Supplies	0	0	0	0
TOTAL MATERIALS AND SUPPLIES	199	449	199	449
SERVICES AND CHARGES				
38-5502-316 Furniture,Fixtures & Misc Furn	0	2,000	0	0
38-5502-331 Travel Expense	3,827	4,000	3,800	4,000
38-5502-347 Special Services	24,250	25,500	25,500	26,725
38-5502-348 Consultant Fees	0	60,000	60,000	121,000
38-5502-349 Printing	0	0	0	0
38-5502-354 Assoc Memberships & Con	675	4,375	4,375	3,350
38-5502-356 Training	190	0	0	0
TOTAL SERVICES AND CHARGES	28,942	95,875	93,675	155,075
DEBT SERVICE				
38-5502-503 Support of Organizations	0	20,000	0	20,000
TOTAL DEBT SERVICE	0	20,000	0	20,000
TOTAL ECONOMIC DEVELOPMENT				
	29,141	116,324	93,874	175,524

Over FY 23-24 Budget 59,200
50.89%

38-5502-201	OFFICE SUPPLIES Paper clips, staples, pens, etc.
38-5502-202	DUPLICATION / COMPUTER SUPPLIES Paper, flash drives, copies, etc.
38-5502-208	PUBLICATIONS & PERIODICALS Newspaper subscriptions, Journal Record Subscription, etc.
38-5502-213	FOOD SUPPLIES Catering, food supplies, paper products, beverages, etc. for in office meetings.
38-5502-331	TRAVEL EXPENSE Travel expenses for various conferences including Red River States Conference & Deal Making, ICSC's RECON, as well as business lunches or dinner meetings.
38-5502-347	SPECIAL SERVICES Software service for 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 as well as consulting services for economic development. Includes Federal grant services.
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.
	ICSC Membership \$250
	ICSC Red River States Conf. Reg \$1,200
	ICSC Recon <u>\$1,900</u>
	\$3,350
38-5502-356	TRAINING Allows for training classes and workshops in regards to Economic Development.
38-5502-503	SUPPORT OF ORGANIZATIONS Incentive program to attract the film industry to the City of Yukon.



FY 2024-2025 BUDGET
38-Hotel/Motel Tax Fund

MAIN STREET PROGRAM

		2023-2024		2024-2025	
DEPARTMENTAL EXPENDITURES		2022-2023 ACTUAL	CURRENT BUDGET	PROJECTED YEAR END	REQUESTED BUDGET
MATERIALS AND SUPPLIES					
38-5503-201	Office Supplies	342	350	140	350
38-5503-202	Duplication/Computer Suppli	573	550	0	550
38-5503-208	Publications & Periodicals	0	0	0	0
38-5503-213	Food Supplies	229	550	350	550
38-5503-217	Wearing Apparel	150	0	0	150
38-5503-225	Promotional Items	0	650	0	500
TOTAL MATERIALS AND SUPPLIES		1,295	2,100	490	2,100
SERVICES AND CHARGES					
38-5503-311	Signs	0	0	0	0
38-5503-331	Travel Expense	2,625	4,300	1,399	4,450
38-5503-345	Advertising	2,669	1,250	67	1,250
38-5503-349	Printing	200	200	0	200
38-5503-354	Assoc Memberships & Conf R	1,090	1,115	1,145	1,115
38-5503-356	Training	0	0	0	0
38-5503-366	Emergencies	575	1,000	652	850
TOTAL SERVICES AND CHARGES		7,159	7,865	3,263	7,865
Capital Improvement					
38-5503-420	Furniture, Fixtures and Misc.	207	-	0	-
		207			
TRANSFERS					
38-5503-601	Transfer to General Fund	95,990	100,000	100,000	100,000
TOTAL TRANSFERS		95,990	100,000	100,000	100,000
TOTAL MAIN STREET PROGRAM		104,650	109,965	103,753	109,965

Under FY 23-24 Budget

-
0.00%

38-5503-213	FOOD SUPPLIES Cost of banquet, Chamber Luncheons, food for annual planning workshop.												
38-5503-217	WEARING APPAREL Apparel for the Main Street Director, event t-shirts for volunteers, etc.												
38-5503-225	PROMOTIONAL ITEMS Branded items for gifts, donations, auction items and general promotions.												
38-5503-311	SIGNS Includes light pole signs, decorative parking, etc.												
38-5503-331	TRAVEL EXPENSE Expenses for Nat'l Main Street Conf., in-state mandatory training meetings, mileage reimbursements and misc. travel. <table><tr><td>National Conference</td><td>\$2,500</td></tr><tr><td>State Conference (Art, History, Preservation, etc.)</td><td>\$250</td></tr><tr><td>Keep Oklahoma Beautiful Forum and Awards</td><td>\$150</td></tr><tr><td>Training (OMSC August & November meetings)</td><td>\$1,400</td></tr><tr><td>Misc. travel</td><td>\$150</td></tr><tr><td>Total</td><td>\$4,450</td></tr></table>	National Conference	\$2,500	State Conference (Art, History, Preservation, etc.)	\$250	Keep Oklahoma Beautiful Forum and Awards	\$150	Training (OMSC August & November meetings)	\$1,400	Misc. travel	\$150	Total	\$4,450
National Conference	\$2,500												
State Conference (Art, History, Preservation, etc.)	\$250												
Keep Oklahoma Beautiful Forum and Awards	\$150												
Training (OMSC August & November meetings)	\$1,400												
Misc. travel	\$150												
Total	\$4,450												
38-5503-349	PRINTING Includes the cost of printing business cards, envelopes, stationary, flyers, etc.												
38-5503-354	ASSOCIATION MEMBERSHIPS & CONFERENCE REGISTRATIONS Association memberships and conference registrations for Director. <table><tr><td>National Main Street Membership</td><td>\$375</td></tr><tr><td>Keep Oklahoma Beautiful Membership</td><td>\$200</td></tr><tr><td>OK Preservation/Historical Society or Arts Council Registration</td><td>\$100</td></tr><tr><td>Main Street Now Conf. Registration</td><td>\$440</td></tr><tr><td>Total</td><td>\$1,115</td></tr></table>	National Main Street Membership	\$375	Keep Oklahoma Beautiful Membership	\$200	OK Preservation/Historical Society or Arts Council Registration	\$100	Main Street Now Conf. Registration	\$440	Total	\$1,115		
National Main Street Membership	\$375												
Keep Oklahoma Beautiful Membership	\$200												
OK Preservation/Historical Society or Arts Council Registration	\$100												
Main Street Now Conf. Registration	\$440												
Total	\$1,115												
38-5503-356	TRAINING Mandatory training required by the Oklahoma Main Street Program. There is no cost for these sessions.												



62 - CIP-O&G; HWY & STREETS
FY 2024-2025

REVENUE

Account	Description	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Actual Rev	2024-2025 Projected Revenue
46162	Oil & Gas Receipts	4,587	3,500	1,421	3,500
48110	Interest	15	20	13	20
	TOTAL REVENUE	4,601	3,520	1,434	3,520

EXPENDITURES

Account	Account Name	2022-2023 Actual Expenditures	2023-2024 Current Expenditures	2023-2024 Projected Expenditures	2024-2025 Proposed Expenditures
5162-503	Capital Imp. (Oil & Gas)	0	0	0	0
	Fund Balance	4,601	3,520	1,434	3,520
	TOTAL EXPENDITURES	4,601	3,520	1,434	3,520

SOURCE OF REVENUE

Includes payments for royalty interests owned by the City from oil and gas wells.

ACCOUNT DETAIL

5162-503 CAPITAL IMPROVEMENTS (OIL & GAS)

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



64 - SPECIAL REVENUE FUND REVENUE
FY 2024-2025

Account	Description	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Revenue	2024-2025 Proposed Revenue
	SPECIAL REVENUE				
46118	Special Events	169,965	155,000	105,153	170,000
46121	Miscellaneous Reimbursement	86,372	15,000	150,459	75,000
461229	Insurance Contingency	99,711	90,000	89,775	90,000
46142	Insurance Reimb. Revenue	532,994	75,000	100,143	75,000
46143	Mabel Fry Contr- Rent	1,075	900	600	600
461431	Mabel Fry Contr- Books	14,615	10,000	10,000	10,000
46144	State Aid Revenue	15,536	15,500	16,616	17,000
46145	Library - ALA Grant	0	0	500	0
46146	Library Special Revenue	32,431	0	10,015	0
461591	State Seizures Revenue	(73)	1,000	0	500
461592	Federal Seizures Revenue	32,818	10,000	77,915	25,000
46163	Surety Jail	162	800	233	800
461631	Drug and Alcohol	5,530	6,500	6,456	6,500
46164	911 Revenue	71,506	72,000	72,000	72,000
46167S	Christmas With a Cop Donations	4,425	6,500	10,886	10,000
46168	Police Training Revenue	6,101	13,000	11,081	13,000
46169	PD Community Relations	10,738	2,000	5,175	5,000
46265	Support of Org-Fire Rescue	5,685	5,000	4,700	10,000
46270	Opioid Distr Settlement Rev	23,020	0	11,796	0
46271	Opioid Janssen Settlement Rev	42,675	0	0	0
	MISCELLANEOUS				
48110	Interest- CI Account	0	1	1	1
481101	Interest Earned - DEA	15	15	20	20
48167	FEMA Reimbursement	7,387	35,000	1,125,116	35,000
482699	Pennies for Parks	218	25	150	150
482702	Park Friends Revenue	75,631	55,000	62,025	68,000
482707	Youth Sports Revenue	171,119	150,000	150,378	170,000
482708	Spirit League Revenue	2,406	2,500	2,715	5,000
482822	Park Friends DRC	1,878	2,000	1,520	2,000
48990	Appropriated Fund Balance	0	0	0	0
	TOTAL REVENUE	1,413,943	722,741	2,025,428	860,571

PURPOSE OF FUND

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 difficult to know the amount of insurance reimbursement or FEMA emergency reimbursement funds that the City will receive in any given year).



REVENUE

Account	Description	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Revenue	2024-2025 Proposed Revenue
461229	Insurance Contingency	99,711	90,000	90,000	90,000
	TOTAL REVENUE	99,711	90,000	90,000	90,000

EXPENDITURES

Account	Account Name	2022-2023 Actual Expenditures	2023-2024 Budgeted Expenditures	2023-2024 Projected Expenditures	2024-2025 Proposed Expenditures
SERVICES AND CHARGES					
5122-366	Contingency	29,013	90,000	90,000	90,000
TOTAL SERVICES AND CHARGES		29,013	90,000	90,000	90,000
	TOTAL EXPENDITURES	29,013	90,000	90,000	90,000

SOURCE OF REVENUES

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

ACCOUNT DETAIL

5122-366 CONTINGENCY

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



64 - SPECIAL REVENUE
FY 2024-2025

SPECIAL EVENTS

REVENUE

Account	Description	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Revenue	2024-2025 Proposed Revenue
46118	Special Events	169,965	155,000	105,153	170,000
	TOTAL REVENUE	169,965	155,000	105,153	170,000

EXPENDITURES

Account	Account Name	2022-2023 Actual Expenditures	2023-2024 Budget Expenditures	2023-2024 Projected Expenditures	2024-2025 Proposed Expenditures
PERSONAL SERVICES					
5123-113-116	FICA	6,190	6,500	6,259	6,500
TOTAL SERVICES AND CHARGES		6,190	6,500	6,259	6,500
SERVICES AND CHARGES					
5123-381	Special Events	143,053	53,500	136,689	68,500
5123-381-116	Christmas Bonus	93,565	95,000	94,759	95,000
TOTAL SERVICES AND CHARGES		236,618	148,500	231,448	163,500
	TOTAL EXPENDITURES	242,808	155,000	237,707	170,000

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	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Revenues	2024-2025 Proposed Revenue
482699	Pennies for Parks	218	25	150	150
482702	Park Friends Revenue	75,631	55,000	62,025	68,000
482707	Youth Sports Revenue	171,119	150,000	150,378	170,000
482708	Spirit League Revenue	2,406	2,500	2,715	5,000
482822	Park Friends DRC	1,878	2,000	1,520	2,000
	TOTAL REVENUE	251,252	209,525	216,788	245,150

EXPENDITURES

Account	Account Name	2022-2023 Actual Expenditures	2023-2024 Budgeted Expenditures	2023-2024 Projected Expenditures	2024-2025 Proposed Expenditures
SERVICES AND CHARGES					
5128-380-110	Park Friends	119,384	97,525	88,000	68,000
5128-380-112	Park Friends DRC	15,575	5,000	15,230	2,000
5128-380-116	Youth Sports Expenses	156,319	105,000	161,250	160,000
5128-380-117	Spirit League Expenses	3,330	2,000	3,250	3,000
	TOTAL SERVICES AND CHARGES	294,608	209,525	267,730	233,000
	Fund Balance				12,150
	TOTAL EXPENDITURES	294,608	209,525	267,730	245,150

SOURCE OF REVENUES

Revenue comes from event sponsorships, memory benches, special memorials, park enhancements, special concessions and various miscellaneous donations.

ACCOUNT DETAIL

5128-380-110 PARK FRIENDS

This account is used for various special projects for parks and recreation such as park enhancement, beautification, facilities, programs, events as well as other miscellaneous improvements.

5128-380-112 PARK FRIENDS (REYNOLDS)

This account is used for various expenses for park upgrades, programs, events, and supplies for the Dale Robertson Center. The initial donation was earmarked for the senior center.

5128-380-116 YOUTH SPORTS EXPENSES

Includes expenditures for Umpire/Referee fees, concessions, gate keepers, scorekeepers, facility usage fees, sports equipment, facility improvements, repairs, field maintenance equipment, bases, etc. Falls in line with what we projected to spend this year and accounts for continued improvements in the baseball complex.



64 - SPECIAL REVENUE
FY 2024-2025

EMERGENCY MANAGEMENT

REVENUE

Account	Description	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Revenue	2024-2025 Proposed Revenue
48167	FEMA Reimbursement	7,387	35,000	1,125,116	35,000
	TOTAL REVENUE	7,387	35,000	1,125,116	35,000

EXPENDITURES

Account	Account Name	2022-2023 Actual Expenditures	2023-2024 Budgeted Expenditures	2023-2024 Projected Expenditures	2024-2025 Proposed Expenditures
SERVICES AND CHARGES					
5141-366	FEMA Reimb Expenses	4,439	35,000	0	35,000
TOTAL SERVICES AND CHARGES		4,439	35,000	0	35,000
	TOTAL EXPENDITURES	4,439	35,000	0	35,000

SOURCE OF REVENUES

Funds received from FEMA for Emergency Management use or reimbursement of approved expenses.

ACCOUNT DETAIL

5141-366 FEMA REIMB EXPENSES

Includes expenses incurred while assisting/participating in incidents that have been declared a state or federal emergency. These incidents are overseen and reimbursed by FEMA.



64 - SPECIAL REVENUE
FY 2024-2025

INSURANCE AND MISC REIMBURSEMENT

REVENUE

Account	Description	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Revenue	2024-2025 Proposed Revenue
46121	Miscellaneous Reimbursement	86,372	15,000	150,459	75,000
46142	Insurance Reimbursement Revenue	532,994	75,000	100,143	75,000
	TOTAL REVENUE	619,366	90,000	250,602	150,000

EXPENDITURES

Account	Account Name	2022-2023 Actual Expenditures	2023-2024 Budgeted Expenditures	2023-2024 Projected Expenditures	2024-2025 Proposed Expenditures
SERVICES AND CHARGES					
5142-366-101	Insurance Reimbursement	61,574	80,000	490,305	140,000
5142-366-191	Misc Reimbursements	500	10,000	0	10,000
	TOTAL SERVICES AND CHARGES	62,074	90,000	490,305	150,000
	TOTAL EXPENDITURES	62,074	90,000	490,305	150,000

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.

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.



REVENUE

Account	Description	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Revenues	2024-2025 Proposed Revenue
	Fund Balance	0	0	0	0
46144	State Aid Revenue	15,536	15,500	16,616	17,000
	TOTAL REVENUE	15,536	15,500	16,616	17,000

EXPENDITURES

Account	Account Name	2022-2023 Actual Expenditures	2023-2024 Budgeted Expenditures	2023-2024 Projected Expenditures	2024-2025 Proposed Expenditures
PERSONAL SERVICES					
5144-101	State Aid-F/T Employee	0	0	0	0
5144-102	State Aid-P/T Employee	0	0	0	0
5144-112	State Aid-Retirement	0	0	0	0
5144-113	State Aid-FICA (Social Sec)	0	0	0	0
	TOTAL PERSONAL SERVICES	0	0	0	0
MATERIALS AND SUPPLIES					
5144-201	State Aid-Office Supplies	0	0	100	100
5144-208	State Aid-Publications and Periodicals	0	0	0	0
5144-221	State Aid-Public Education	6,684	5,000	6,316	5,104
	TOTAL MATERIALS AND SUPPLIES	6,684	5,000	6,416	5,204
SERVICES AND CHARGES					
5144-340	State Aid-Postage	503	500	559	500
5144-376	State Aid-Licensing	610	0	641	650
	TOTAL SERVICES AND CHARGES	1,113	500	1,200	1,150
CAPITAL IMPROVEMENT					
5144-424	State Aid-Books	2,139	1,500	3,800	3,800
	TOTAL CAPITAL IMPROVEMENT	2,139	1,500	3,800	3,800
TRANSFERS					
5144-601	Transfer to General Fund	6,395	8,500	5,200	6,846
	TOTAL TRANSFERS	6,395	8,500	5,200	6,846
	Fund Balance				
	TOTAL EXPENDITURES	16,331	15,500	16,616	17,000

SOURCE OF REVENUES

Annual State Aid Grant from Oklahoma Department of Libraries.

ACCOUNT DETAIL

- 5144-102 STATE AID-F/T EMPLOYEE
F/T Employee paid from State Aid funds.
- 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/Newspapers for the Library from State Aid Funds.
- 5144-221 STATE AID-PUBLIC EDUCATION
This account used to purchase program supplies from State Aid Funds. This includes recording software, program presenter fees and incentives.
- 5144-340 STATE AID-POSTAGE
This account used for postage for Overdue notices and Inter-Library Loan shipping costs purchased from State Aid Funds.
- 5144-376 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, most often for summer/fall reading programs.
- 5144-601 TRANSFER TO GENERAL FUND
Transfer of funds to General Fund to offset P/T Library Clerk salary and taxes.



REVENUE

Account	Description	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Revenue	2024-2025 Projected Revenue
	Fund Balance				
46143	Mabel Fry Contr - Rent	1,075	900	600	600
461431	Mabel Fry Contr - Books	14,615	10,000	10,000	10,000
46145	Library - ALA Grant	0	0	500	0
46146	Library Special Revenue	32,431	0	10,015	0
	TOTAL REVENUE	48,121	10,900	21,115	10,600

EXPENDITURES

Account	Account Name	2022-2023 Actual Expenditures	2023-2024 Budgeted Expenditures	2023-2024 Projected Expenditures	2024-2025 Proposed Expenditures
PERSONAL SERVICES					
5146-102	Library Spec Rev-P/T Employee	0	0	0	0
5146-113	Library Spec Rev-FICA (Social Sec)	0	0	0	0
TOTAL PERSONAL SERVICES		0	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	10,415	900	14,200	0
5146-366-102	MCFPL Contribution Expenses	4,423	0	12,260	0
TOTAL SERVICES AND CHARGES		14,838	900	26,460	0
CAPITAL IMPROVEMENT					
5146-424	Library Spec Rev-Books	0	0	0	
5146-424-102	MCFPL Books	11,354	10,000	10,000	10,000
TOTAL CAPITAL IMPROVEMENT		11,354	10,000	10,000	10,000
	Fund Balance				600
	TOTAL EXPENDITURES	26,193	10,900	36,460	10,600

SOURCE OF REVENUES

Library Special Revenue is made up of funds received from rental of the Library meeting rooms; Various grants from Oklahoma Department of Libraries; and Oklahoma Humanities Council. Also, donations from patrons, Friends of the Library and Ladies Library Club.

ACCOUNT DETAIL

5146-102 LIBRARY SPEC REV-P/T EMPLOYEE
This account no longer used.

5146-366-101 CANADIAN COUNTY EDUCATIONAL FACILITIES AUTHORITY

No expense budgeted. At this time it is not known if we will be receiving grant funds from Canadian County Education Facilities Authority this fiscal year. A request must be made to the county commissioners.

5146-366-102 MCFPL-CONTRIBUTION EXPENSES

This account includes various library and program expenses from donations to the library and grant funds received from the Let's Talk About It, Oklahoma program, Oklahoma Dept of Libraries and Oklahoma Humanities Council.

5146-424-102 MCFPL-BOOKS

This account used to purchase books for the collection from donated or grant funds.



REVENUE

Account	Description	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Revenue	2024-2025 Projected Revenue
46265	Support of Org-Fire Rescue	5,685	5,000	4,700	5,000
	Appropriated Fund Balance	2,368	5,000	0	5,000
	TOTAL REVENUE	8,053	10,000	4,700	10,000

EXPENDITURES

Account	Account Name	2022-2023 Actual Expenditures	2023-2024 Budgeted Expenditures	2023-2024 Projected Expenditures	2024-2025 Proposed Expenditures
SERVICES AND CHARGES					
5165-356	Support of Org -Fire Rescue	8,053	10,000	4,000	10,000
TOTAL SERVICES AND CHARGES		8,053	10,000	4,000	10,000
	Fund Balance				
	TOTAL EXPENDITURES	8,053	10,000	4,000	10,000

SOURCE OF REVENUES

Tuition received from other agencies for two Blue Card Command classes taught by Kyle Trumbly. Grant from Walmart and various other donations.

ACCOUNT DETAIL

5165-356 SUPPORT OF ORG-FIRE RESCUE

This account used to purchase training program supplies, food supplies, speaker expenses, etc.



64 - SPECIAL REVENUE
FY 2024-2025

POLICE DEPT SPECIAL REVENUE

REVENUE

Account	Description	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Revenue	2024-2025 Proposed Revenue
461591	State Seizures Revenue	(73)	1,000	0	500
461592	Federal Seizures Revenue	32,818	10,000	77,915	25,000
46163	Surety Jail	162	800	233	800
461631	Drug and Alcohol	5,530	6,500	6,456	6,500
46164	911 Revenue	71,506	72,000	72,000	72,000
46167S	Christmas With a Cop Donatio	4,425	6,500	10,886	10,000
46168	Police Training Revenue	6,101	13,000	11,081	13,000
46169	PD Community Relations	10,738	2,000	5,175	5,000
48110	Interest- CI Account	1	1	1	1
481101	Interest Earned - DEA	15	15	20	20
	TOTAL REVENUE	131,224	111,816	183,767	132,821

EXPENDITURES

Account	Account Name	2022-2023 Actual Expenditures	2023-2024 Budgeted Expenditures	2023-2024 Projected Expenditures	2024-2025 Proposed Expenditures
	EQUIPMENT MAINTENANCE				
5167-347-101	State Seizures	1,319	2,500	2,500	2,500
5167-347-102	Federal Seizures	3,759	9,000	9,000	9,000
5167-347-103	Drug and Alcohol Fee	1,616	5,000	5,000	5,000
5167-356	Support of Org-PD Training	2,935	10,000	10,000	10,000
5167-357	Support of Org.- Surety Jail	1,309	10,000	10,000	10,000
5167-360	Support of Org-PD Comm Relc	738	3,000	3,000	3,000
5167-366	Support of Org. - 911	15,855	20,000	20,000	20,000
5167-381-170	Christmas with a Cop				
	TOTAL EQUIPMENT AND MAINTENANCE	27,529	59,500	59,500	59,500
	DEBT SERVICE				
5167-560	Transfer to GF from Fed Seizure	11,053	8,000	9,016	9,000
	TOTAL DEBT SERVICE	11,053	8,000	9,016	9,000
	Fund Balance				64,321
	TOTAL EXPENDITURES	38,583	67,500	68,516	132,821

SOURCE OF REVENUES

Federal, State and Local Agencies seize money, vehicles and other property used in the commission of crimes. Seizure funds are distributed by Federal and State Agencies; Surety Jail/Drug & Alcohol/Training fees are collected from citations; fees also collected from jail phone usage. Donations are collected to fund various programs (i.e., Christmas With a Cop, etc.).

ACCOUNT DETAIL

5167-347-101 STATE SEIZURES

This account includes costs for officer training, training related materials and program supplies.

5167-347-102 FEDERAL SEIZURES

This account is used to purchase training equipment, radar equipment, supplies and fund Police Department improvements.

5167-347-103 DRUG AND ALCOHOL FEE

This account includes costs for officer training, training related materials and program supplies.

5167-356 SUPPORT OF ORG-PD TRAINING

This account includes costs for officer training, training and related expenses.

5167-357 SUPPORT OF ORG-SURETY JAIL

Funds from citation fees are used to purchase jail supplies and make repairs to the jail.

5167-360 SUPPORT OF ORG-PD COMMUNITY RELATIONS

This account used for memorials, awards, receptions and various activity expenses.

5167-366 SUPPORT OF ORG--911

Telephone service carriers collect 911 fees from telephone service accounts. These funds are used for supplies, repairs, expenses, CAD/Messenger and IACP software maintenance for the Communications Center in the Police Department.

5167-381-170 CHRISTMAS WITH A COP

Donated funds are collected and used to pay expenses for the Christmas With A Cop program.

5167-560 TRANSFER TO GENERAL FUND FROM FEDERAL SEIZURES

Reimburse Pooled Cash for expenditures.



70 - WATER & SEWER ENTERPRISE FUND REVENUE
FY 2024 - 2025

Account	Description	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Revenue	2024-2025 Proposed Revenue
	WATER-SEWER ENTERPRISE				
46110	Water Fees	6,420,610	6,751,294	6,738,486	6,940,641
46115	Sewer Fees	2,882,529	3,121,197	3,138,104	3,232,247
46116	Re-Connect Fees	31,685	29,674	36,415	37,507
46118	Interest and Penalty	219,325	223,300	228,138	234,982
46121	Over/Short Transferred	29	0	285	294
46123	Water Deposit Transfer	29,552	30,693	31,245	32,182
46125	NSF Check Fee	2,098	2,058	2,785	2,869
46127	Fire Hydrant Rental Fee	0	0	0	0
46130	Water Tap Fees	3,400	4,242	4,295	4,424
46140	Sewer Tap Fees	1,850	2,155	2,147	2,211
46150	Water Meters	30,850	39,011	37,200	39,011
46164	Sludge Hauling Reimbursement	27,335	27,007	27,200	27,300
46199	Bad Debt Revenue	2,117	1,751	1,916	1,954
47100	Credit Card Service Fees Colle	138,287	190,000	187,719	190,000
		9,789,667	10,422,382	10,435,935	10,745,622
	TRANSFERS-IN				
48110	Interest	0	1	1	1
48250	Miscellaneous	0	0	0	0
48706	PEST Transfer- Gen Employees	0	0	0	0
		0	1	1	1
	TOTAL REVENUE	9,789,667	10,422,383	10,435,936	10,745,623

PURPOSE OF FUND

Yukon Municipal Authority (YMA) Water and Sewer Fund that accounts for the activities of the public trust in providing water and sewer services to the public.



FY 2024-2025 BUDGET
70-Water & Sewer

WATER DISTRIBUTION

DEPARTMENTAL EXPENDITURES		2022-2023 ACTUAL	2023-2024		2024-2025 REQUESTED BUDGET
			CURRENT BUDGET	PROJECTED YEAR END	
PERSONAL SERVICES					
5201-101	Regular Employees	363,137	357,302	357,585	563,518
5201-103	Overtime	30,770	21,000	31,348	30,000
5201-106	Expense Allowance	0	2,100	2,100	3,600
5201-108	Employee Group Insurance	78,591	70,437	53,403	112,144
5201-110	Unemployment Insurance	1,816	1,400	2,026	2,400
5201-112	Employee Retirement	47,797	57,485	33,794	88,168
5201-113	FICA	29,007	28,711	27,141	44,257
5201-117	Employee Dental Insurance	5,296	5,467	5,093	9,864
5201-121	Sick Leave Buy-Back	0	0	0	0
TOTAL PERSONAL SERVICES		556,413	543,902	512,490	853,951
MATERIALS AND SUPPLIES					
5201-204	Fuel, Oil and Lubricants	26,466	25,000	25,000	41,000
5201-205	Nondurable Supplies	2,240	5,000	5,000	8,250
5201-206	Building Maintenance Suppli	0	500	500	500
5201-207	Chemicals	0	2,500	2,500	2,500
5201-213	Food Supplies	0	0	0	0
5201-217	Wearing Apparel	3,230	2,990	2,990	4,300
5201-218	Protective Clothing/Safety	2,691	1,400	1,400	1,600
TOTAL MATERIALS AND SUPPLIES		34,627	37,390	37,390	58,150
SERVICES AND CHARGES					
5201-302	Buildings	0	2,500	2,500	2,500
5201-304	Sewage Disposal-Plant and Li	5,003	0	0	0
5201-305	Sanitary Sewers	3,131	20,000	25,252	25,000
5201-306	Sidewalks, Steps, Curbs, an	12,300	15,000	15,000	15,000
5201-312	Water Lines	53,710	50,000	50,000	50,000
5201-317	Durable Tools	3,377	5,000	5,000	5,500
5201-318	Motor Vehicles/Small Equip	16,244	15,000	20,048	21,500
5201-319	Water Meter and Settings	33,330	65,000	45,000	45,000
5201-321	Air Condition/Heating System	0	1,500	1,500	1,500
5201-340	Postage and Shipping	90	0	60	60
5201-346	Rentals and Leases	0	1,000	1,000	1,000
5201-347	Special Services	10,183	12,500	12,500	12,500
5201-348	Consultant Fees	0	10,000	10,000	10,000
5201-354	Assoc Memberships & Conf R	5,937	7,796	7,796	13,800
5201-356	Training	551	2,020	2,620	4,500
5201-362	Judgments and Damages	693	750	350	500
5201-365	Maintenance Agreements	1,800	1,890	1,962	1,962
5201-377	Licenses	1,694	1,998	1,998	2,098
TOTAL SERVICES AND CHARGES		148,042	211,954	202,586	212,420
TRANSFERS					
5201-601	Transfer to General Fund	1,393,294	1,858,965	1,858,965	1,858,965
TOTAL TRANSFERS		1,393,294	1,858,965	1,858,965	1,858,965
TOTAL WATER DISTRIBUTION		2,132,376	2,652,211	2,611,431	2,983,486

Over FY 23-24 Budget

331,275
12.49%

70-5201-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>
<u>Position</u>	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>
Superintendent II	1	1	1
Foreman	1	1	1
Equipment Operator II	2	0	1
Laborer I	5	6	5
Meter Reader	0	0	4
Total	9	8	12

70-5201-106 EXPENSE ALLOWANCE

Clothing allowance for eligible employees (\$300 ea).

70-5201-204 FUEL, OIL, LUBRICANTS

Unleaded and diesel fuel (with additive) for all Water/Wastewater vehicles. Bulk oil, ATF, starter fluid, PS fluid, and 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. Includes addition of meter reader vehicles.

70-5201-205 NONDURABLE SUPPLIES

Small tools, parts, supplies to repair and maintain meters, sewers, water lines, etc. Includes addition of meter readers.

70-5201-206 BUILDING MAINTENANCE SUPPLIES

Includes cost of shop towels, gloves, disposable wipes, etc.

70-5201-207 CHEMICALS

Includes chemicals used in the treatment of potable water, sewage, degreaser, sewer acid, etc.

70-5201-217 WEARING APPAREL

City provides uniform shirts, jackets and cleaning services for all Public Works employees. Includes the addition of meter readers.

70-5201-218 PROTECTIVE CLOTHING/SAFETY EQUIPMENT

Safety vests, miscellaneous personal protective equipment, traffic cones, safety fence and thirst quincher for Water Distribution staff. Includes the addition of meter readers.

70-5201-302 BUILDINGS

Materials and supplies to repair and maintain department building.

70-5201-305 SANITARY SEWERS

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

70-5201-306 SIDEWALKS, STEPS, CURBS, AND GUTTERS

Includes materials and supplies to repair/replace sidewalks, steps, curbs and gutters damaged during water line or sewer repair.

70-5201-312 WATER LINES

Includes materials and supplies to repair/replace water meters and lines.

70-5201-316 FURNITURE, FIXTURES AND MISCELLANEOUS FURNISINGS

Includes replacement desk chairs for Water Distribution office.

70-5201-317 DURABLE TOOLS

Includes heavy hand tools and equipment for the Water Distribution department. Includes the addition of meter readers.

70-5201-318	MOTOR VEHICLES AND SMALL EQUIPMENT Repair to all city vehicles and small equipment repair for the Water/Wastewater Department to include batteries, tires, all types of filters, brake shoes, rotors, alignments, etc. A lot of items have gone up this year, including tires, batteries, alternators and brakes.	
70-5201-319	WATER METER AND SETTINGS Includes new meter sets as well as parts to repair and replacement of water meters, meter box covers and cans, fire hydrant meters, etc.	
	Repairs & Replacements	\$15,000
	New Meter Sets	\$30,000
	TOTAL	\$45,000
70-5201-321	AIR CONDITIONING AND HEATING SYSTEMS Includes parts and supplies to repair air conditioning and heating systems.	
70-5201-346	RENTALS AND LEASES Hydrostatic test pump rental for water tower testing, shoring equipment, chlorine pumps and mini trackhoe.	
70-5201-347	SPECIAL SERVICES Fees for sewer root control for water/sewer lines.	
70-5201-348	CONSULTANT FEES Fees for TEIM Design in engineering projects for Water and Wastewater.	
70-5201-354	ASSOCIATION MEMBERSHIPS AND CONFERENCE REGISTRATIONS COWRA annual payment, Call Okie annual fees, memberships and conferences to APWA (American Public Works Assoc.) and OML (Oklahoma Municipal League). OK Municipal Utility Provider dues Oklahoma One-Call System membership APWA membership renewal	\$100 \$13,504 \$196 Total \$13,800
70-5201-356	TRAINING DEQ Recertification/advancement *Includes addition of meter readers	\$4,500 Total \$4,500
70-5201-362	JUDGEMENTS AND DAMAGES Includes minor costs to repair/replace sod, driveways, sprinkler systems, etc. on private property damaged during water line/sewer repair.	
70-5201-365	MAINTENANCE AGREEMENTS The maintenance agreement is for the Granite Software in the Closed Circuit Television Inspection Truck. The Technology Department will handle the agreement, but will be funded out of Water & Wastewater. Granite Software maintenance	\$1,962 Total \$1,962
70-5201-377	LICENSES Driver's License records Commercial Driver License (CDL) renewal Water/Wastewater License renewals/temps *Includes the addition of meter readers.	\$300 \$226 \$1,572 Total \$2,098



DEPARTMENTAL EXPENDITURES		2022-2023 ACTUAL	2023-2024		2024-2025
			CURRENT BUDGET	PROJECTED YEAR END	REQUESTED BUDGET
PERSONAL SERVICES					
5202-101	Regular Employees	478,998	456,991	438,607	288,408
5202-103	Overtime	4,575	4,700	8,729	1,700
5202-106	Expense Allowance	0	1,200	0	0
5202-108	Employee Group Insurance	68,490	76,874	67,233	48,188
5202-110	Unemployment Insurance	2,567	1,800	1,605	1,000
5202-112	Employee Retirement	60,068	75,181	44,487	46,400
5202-113	FICA (Social Security)	35,153	34,960	30,360	22,216
5202-117	Employee Dental Insurance	6,548	7,029	6,200	4,110
5202-121	Sick Leave Buy Back	0	0	490	2,000
TOTAL PERSONAL SERVICES		656,397	658,735	597,711	414,022
MATERIALS AND SUPPLIES					
5202-201	Office Supplies	401	800	800	800
5202-202	Duplication/Computer Suppli	1,810	2,200	2,200	2,200
5202-204	Fuel, Oil and Lubricants	11,795	16,000	0	0
5202-205	Nondurable Supplies	348	250	50	50
5202-213	Food Supplies	259	117	100	100
5202-217	Wearing Apparel	1,604	1,310	1,933	1,000
5202-218	Protective Clothing/Safety	316	200	0	0
5202-220	Medical Supplies	0	25	25	25
TOTAL MATERIALS AND SUPPLIES		16,534	20,902	5,108	4,175
SERVICES AND CHARGES					
5202-315	Office Equipment	151	750	500	750
5202-316	Furniture, Fixtures, Misc	0	0	0	0
5202-317	Durable Tools	203	500	331	0
5202-318	Motor Vehicles/Small Equip	2,612	1,500	1,757	0
5202-328	Document Destruction	442	475	408	475
5202-331	Travel Expense	0	1,500	1,133	1,500
5202-340	Postage and Shipping	3,887	4,500	5,382	4,500
5202-341	Telephones,Teletype,Internet	2,038	2,365	2,096	2,205
5202-346	Rentals and Leases	3,310	3,310	3,310	3,550
5202-349	Printing	90	100	263	250
5202-354	Assoc Memberships & Conf R	0	1,500	1,250	1,500
5202-357	Collection Services	1,481	1,200	989	1,200
5202-365	Maintenance Agreements	11,172	33,354	33,354	35,436
5202-376	Licensing & Software	0	4,490	0	4,490
5202-377	Licenses	133	0	128	0
5202-385	Utility Bill Processing	82,649	125,000	82,694	125,000
5202-387	Credit Card Processing Fees	128,470	190,000	177,917	198,100
TOTAL SERVICES AND CHARGES		236,637	370,544	311,512	378,956
TRANSFERS					
5202-601	Transfer to General Fund	1,468,646	1,468,646	1,468,646	1,468,646
TOTAL TRANSFERS		1,468,646	1,468,646	1,468,646	1,468,646
TOTAL UTILITY BILLING		2,378,215	2,518,827	2,382,977	2,265,799

Under FY 23-24 Budget

(253,028)

-10.05%

70-5202-101 REGULAR EMPLOYEES
Includes salary for full time employees

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 23-24</u>
<u>Position</u>	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>
Supervisor II (V)	1	1	1
Utility Billing Specialist	1	1	1
Clerk III	3	3	3
Meter Reader/Customer Svc Clerk	1	0	0
Meter Reader I **moved to Water/Waste Water	3	4	0
Total	9	9	5

70-5202-201 OFFICE SUPPLIES
Supplies for general office use.

70-5202-202 DUPLICATION/COMPUTER SUPPLIES
Door hangers for tagging. Continuous paper for report paper.

70-5202-205 NONDURABLE SUPPLIES
Batteries for keyboard & mouse.

70-5202-217 WEARING APPAREL
Branded wearing apparel for staff.

70-5202-218 PROTECTIVE CLOTHING/SAFETY
No longer needed - meter readers moved to PW.

70-5202-315 OFFICE EQUIPMENT
Replace office chairs, 10-key calculators, space heaters, and misc. as needed.

70-5202-317 DURABLE TOOLS
No longer needed - meter readers moved to PW.

70-5202-318 MOTOR VEHICLES/SMALL EQUIPMENT
No longer needed - meter readers moved to PW.

70-5202-331 TRAVEL EXPENSE
Airfare and hotel for Customer Service Conference - Utility Billing Conference.

70-5202-340 POSTAGE AND SHIPPING
Includes cost to add postage to city postage meter for department mailing. Also includes shipping of equipment for repair.

70-5202-341 TELEPHONES, TELETYPE, INTERNET
Four meter reader smart phones used for Smart Phone Meter Reading (SPMR), city email and phone service. These replace the flip phones and handheld meter reading units used in the past.
Cell phone service for 4 Meter Readers at approx. \$48 each.

Total	<u>\$2,205</u>
	\$2,205

70-5202-346	RENTALS & LEASES		
	Office equipment rental, postage meter lease.		
	Postage Meter lease		\$3,350
		Total	\$3,350
70-5202-349	PRINTING		
	Print business cards, letterhead, envelopes. Increase to projected usage.		
70-5202-354	ASSOC MEMBERSHIPS & CONF REG		
	Customer Service Week Conference - Utility Provider Conference, topics include: rate planning, resident interaction, and resident buy-in for auto pay systems.		
70-5202-357	COLLECTION SERVICES		
	Collection agency contract to recoup bad debt accounts. Collection agency payments; 35% fee for collected accounts.		
70-5202-365	MAINTENANCE AGREEMENTS		
	<i>For various Incode software modules and interface, Smart Phone Meter Reading (SPMR) and vault door:</i>		
	Incode Service Order Maintenance		\$4,880
	Incode Meter Reading Interface Maintenance		\$615
	Incode Central Cash Collections Maintenance		\$6,285
	Incode CIS System Maintenance		\$12,200
	Incode Custom Export Maintenance (Split with Municipal Court)		\$711
	Incode Accucorp Accuserver Maintenance Non SQL Maintenance		\$412
	Incode Custom Penalty Calculation Maintenance		\$1,383
	Incode Third Party Interface Maintenance		\$412
	Diebold Vault Door Maintenance		\$1,000
	Datamatic Annual SPMR Maintenance		\$7,538
		Total	\$35,436
70-5202-376	LICENSING & SOFTWARE		
	Tyler Technologies - Online Bill Pay module		\$4,490
		Total	\$4,490
70-5202-385	UTILITY BILL PROCESSING		
	Data Prose contract to outsource printing/mailing of Utility Bills and Late Notices. Actual cost anticipated \$125,000, adding additional funds for possible postage increase and increased number of late notices.		
70-5202-387	CREDIT CARD PROCESSING FEES		
	Pass-through fees collected by the City, then paid to Tyler Technologies for processing credit card transactions. This total has increased year over year due to more customers using this payment form. Projected to end FY '23 at \$165.5k and projecting an increase for FY '24 to \$190k. There will also be a \$0.75 per transaction increase instituted by Tyler Technologies beginning 4/23.		



FY 2024-2025 BUDGET
70-Water & Sewer

TREATMENT & SUPPLY

DEPARTMENTAL EXPENDITURES		2022-2023 ACTUAL	2023-2024		2024-2025 REQUESTED BUDGET
			CURRENT BUDGET	PROJECTED YEAR END	
MATERIALS AND SUPPLIES					
5203-219	Disposal Cost	51,541	63,000	63,000	66,150
TOTAL MATERIALS AND SUPPLIES		51,541	63,000	63,000	66,150
SERVICES AND CHARGES					
5203-347	Special Services	150	150	150	150
5203-348	Consultant Fees	1,360,528	1,498,720	1,498,720	1,566,656
5203-352	Water Usage	2,033,971	2,250,000	2,250,000	2,362,500
TOTAL SERVICES AND CHARGES		3,394,649	3,748,870	3,748,870	3,929,306
DEBT SERVICE					
5203-504	Contractual Agreements	104,418	104,418	104,418	165,824
5203-505	Water Well Rentals	131,145	175,000	175,000	175,000
TOTAL DEBT SERVICE		235,563	279,418	279,418	340,824
TRANSFERS					
5203-601	Transfer to General Fund	1,160,058	1,160,058	1,160,058	1,160,058
TOTAL TRANSFERS		1,160,058	1,160,058	1,160,058	1,160,058
TOTAL TREATMENT & SUPPLY		4,841,811	5,251,346	5,251,346	5,496,338

Over FY 23-24 Budget 244,992.00
4.67%

70-5203-219 DISPOSAL COSTS

Sludge disposal hauled from the Treatment Plant to the Landfill to be reimbursed (\$140) per load per contract.

70-5203-347 SPECIAL SERVICES

Annual water usage fee paid to the OWRB (Oklahoma Water Resources Board).

70-5203-348 CONSULTANT FEES

Includes the Veolia Contract for operation, maintenance and management for the Waste Water Treatment Plant. We awarded them a new 10-year contract in 2020, breakdown of costs below:

Operational Costs	\$1,466,656
Repair and Maintenance	\$100,000
Total	\$1,566,656

70-5203-352 WATER USAGE

This account includes the Take or Pay Water Purchase Agreement with the City of Oklahoma City. The reservation amount is 60,000,000 gallons per month. This is a 40-year agreement that expires in 2046, however, the monthly reservation amount may be increased, if necessary, in January of each year.

• The reservation is 60,000,000 X 1.91 per thousand	\$116,376.30
• Usage up to 60 million at \$0.53 per thousand x 45,000	\$23,850.00
• Usage over 60 million is up to 20% above reserve \$6.78 per thousand	
• Usage over 60 million is over 20% above reserve \$8.17 per thousand	
• We are charged for three - 8" meter (\$6,180.68); one-10" meter total is (\$8,047.60); total is \$26,949.64 monthly	\$26,949.64

70-5203-504 CONTRACTUAL AGREEMENTS

Asset Management and Full Service Maintenance Program for Water Storage Tank. The rates below reflect the contract amount for each water tower.

Yukon Parkway Water Tower	Mustang	\$46,865.00
Vandament Water Tower		\$18,175.00
Cornwell Water Tower		\$23,237.00
Integris Water Tower		\$34,297.00
Frisco Water Tower		\$43,250.00
Total		\$165,824.00

70-5203-505 WATER WELLS

The city operates 15 water wells and must pay well and land rental to the land owners. This is done on a percentage basis, negotiated separately with each land owner. The amount paid out on these wells has decreased considerably in the last year due to the arsenic levels of the wells and the fact that the well water must be mixed with the treated water from OKC. Also, some of the wells have been down because major repairs are needed. These repairs are budgeted and after completion, the wells should operate at full capacity. The wells, owners and rates are listed below:

Owner	Wells	Rate per 1,000 gal	
Alex Higdon heirs	#1	0.60	FY 21-22
Commissioners of the Land Office	#2-#4	0.60	FY 21-22
Oklahoma City Airport Trust	#5-#15	0.34-0.36	FY 21-22
Oklahoma City Airport Trust	Ground Rental - 11 well sites-\$100 per site		
Estate of Clay Wilson	Land Rental - 106.6 acres-\$10 per acre-per year		



71 - SANITATION ENTERPRISE FUND REVENUE
FY 2024 - 2025

Account	Description	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Revenue	2024-2025 Proposed Revenue
	SANITATION ENTERPRISE				
46119	Transfer Station Collections	34,388	18,041	18,656	18,843
46120	Sanitation Collections	2,135,009	2,232,059	2,269,703	2,338,018
46121	Extra Pick Up	12,415	13,531	15,958	16,118
46124	County Fee	27,297	27,595	27,659	27,936
46126	Transfer Fees	26	0	0	0
46130	Recycling Pick-Up	600	600	600	600
46132	Recycling	20,275	15,624	15,427	15,581
47100	Credit Card Service Fees	0	1,500	528	1,500
		2,230,010	2,308,950	2,348,531	2,418,595
	SPECIAL REVENUES				
48250	Miscellaneous	44	0	0	0
		44	0	0	0
	TRANSFERS-IN				
48706	PEST Transfer- Gen Employees	0	0	0	0
		0	0	0	0
	TOTAL REVENUE	2,230,054	2,308,950	2,348,531	2,418,595

PURPOSE OF FUND

Yukon Municipal Authority (YMA) Sanitation Fund accounts for the activities of the public trust in providing sanitation services to the public.



FY 2024-2025 BUDGET
71-Sanitation Enterprise

SANITATION

		2022-2023	2023-2024		2024-2025
		ACTUAL	CURRENT BUDGET	PROJECTED YEAR END	REQUESTED BUDGET
DEPARTMENTAL EXPENDITURES					
PERSONAL SERVICES					
5301-101	Regular Employees	578,060	629,406	547,413	671,396
5301-102	Part-Time/Seasonal Employee	96,268	132,704	194,559	132,704
5301-103	Overtime	29,016	18,000	29,266	18,500
5301-106	Expense Allowance	0	3,300	3,300	3,450
5301-108	Employee Group Insurance	96,689	96,843	82,941	107,024
5301-110	Unemployment Insurance	2,964	2,400	2,087	2,400
5301-112	Employee Retirement	73,303	99,477	52,023	106,089
5301-113	FICA (Social Security)	45,730	49,431	41,740	52,662
5301-117	Employee Dental Insurance	7,611	9,372	7,129	9,864
5301-121	Sick Leave Buy-Back	1,418	1,750	1,500	1,500
TOTAL PERSONAL SERVICES		931,059	1,042,683	961,958	1,105,589
MATERIALS AND SUPPLIES					
5301-201	Office Supplies	0	0	0	0
5301-204	Fuel, Oil and Lubricants	122,579	132,000	132,000	138,600
5301-205	Nondurable Supplies	986	2,500	2,500	2,500
5301-206	Building Maintenance Suppli	618	500	500	500
5301-207	Chemicals	493	1,000	1,000	1,000
5301-217	Wearing Apparel	7,351	4,750	4,750	4,750
5301-218	Protective Clothing/Safety	3,796	2,350	2,350	2,350
5301-219	Disposal Costs	381,908	414,960	415,000	450,000
5301-223	Welding Supplies	247	1,000	1,000	1,000
TOTAL MATERIALS AND SUPPLIES		517,979	559,060	559,100	600,700
SERVICES AND CHARGES					
5301-302	Buildings	125	4,000	4,000	4,000
5301-317	Durable Tools	435	2,300	2,300	2,300
5301-318	Motor Vehicles/Small Equip	183,310	165,000	165,000	170,000
5301-321	Air Condition and Heating S	0	2,500	2,500	2,500
5301-327	Cart and Dumpster Repair	3,400	6,500	6,500	6,500
5301-331	Travel Expense	292	1,000	1,000	1,000
5301-340	Postage and Shipping	15	100	100	100
5301-346	Rentals & Leases	60,158	60,000	60,000	60,000
5301-349	Printing	0	1,000	1,000	1,000
5301-354	Assoc Memberships & Conf R	0	425	425	425
5301-356	Training	558	1,150	1,150	1,150
5301-362	Judgments and Damages	0	500	200	500
5301-365	Maintenance Agreements	1,281	1,345	1,345	1,345
5301-377	Licenses	1,126	463	463	463
5301-378	Vehicle Tags	0	500	500	500

		2022-2023 ACTUAL	2023-2024		2024-2025 REQUESTED BUDGET
			CURRENT BUDGET	PROJECTED YEAR END	
DEPARTMENTAL EXPENDITURES					
5301-381	Special Events	0	200	240	300
5301-387	Credit Card Process Fees	600	1,500	1,500	1,500
TOTAL SERVICES AND CHARGES		251,300	248,483	248,223	253,583
TRANSFERS					
5301-601	Transfer to General Fund	458,723	458,723	458,723	458,723
TOTAL TRANSFERS		458,723	458,723	458,723	458,723
TOTAL SANITATION		2,159,061	2,308,949	2,228,004	2,418,595

Over FY 23-24 Budget 109,646
4.75%

71-5301-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>
<u>Position</u>	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>
Superintendent II	1	1	1
Foreman	0	1	1
Driver III	1	1	1
Driver II	6	4	8
Driver I	2	3	0
Laborer III	1	0	0
Laborer I	1	1	1
Mechanic II	0	0	0
Secretary II	1	1	0
Secretary I	0	0	1
Total	13	12	13

71-5301-102 PART-TIME/SEASONAL EMPLOYEES

Includes salary for part time employees. The PPWP program is no longer sending workers.

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>
<u>Position</u>	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>
Part Time Workers	7	7	7
Total	7	7	7

71-5301-106 EXPENSE ALLOWANCE

Clothing allowance for eligible employees (\$300 ea.).

71-5301-204 FUEL, OIL AND LUBRICANTS

Unleaded and Diesel fuel (with additive) for all sanitation vehicles. 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 are purchased through Hoidale.

71-5301-205 NONDURABLE SUPPLIES

Includes small parts and tools, miscellaneous supplies for department operations.

71-5301-206 BUILDING MAINTENANCE SUPPLIES

Includes cost of shop towels, gloves, disposable wipes, etc.

71-5301-207 CHEMICALS

Polycart cleaner as well as wasp spray for sanitation area and to keep on trucks.

71-5301-217 WEARING APPAREL

The City provides uniform shirts and cleaning services for employees.

71-5301-218 PROTECTIVE CLOTHING AND SAFETY EQUIPMENT

Includes PPE (Personal Protective Equipment) for Sanitation staff.

71-5301-219 DISPOSAL COSTS

Costs include landfill fees, disposal of sludge waste, recycle fees and hauling costs.

71-5301-223	WELDING SUPPLIES Includes demurrage (monthly cylinder lease) of oxygen, compressed gas and air, nitrogen, argon, carbon dioxide, acetylene, hydrogen, liquid petroleum gas, pipe, welding hood, gloves, tips, strikers, rods, lens, wire, etc.
71-5301-302	BUILDINGS Materials and supplies to repair and maintain Sanitation office and Transfer Station, to include the overhead doors at the Transfer Station, at the pit and the overhead doors at the Sanitation office.
71-5301-317	DURABLE TOOLS Includes heavy hand tools and equipment for the Sanitation department.
71-5301-318	MOTOR VEHICLES AND SMALL EQUIPMENT REPAIR Repairs to all city vehicles and small equipment repair for the Sanitation Department to include batteries, tires, all types of filters, brake shoes, rotors, alignments, etc.
71-5301-321	AIR CONDITIONING AND HEATING SYSTEM REPAIR Includes parts and supplies to repair air conditioning and heating systems.
71-5301-327	CART AND DUMPSTER REPAIR Includes cost of materials and parts to repair poly-carts and dumpsters.
71-5301-331	TRAVEL EXPENSE Travel expenses for three employees to attend Oklahoma Chapter of Solid Waste Association of North America (SWANA) symposium.
71-5301-340	POSTAGE AND SHIPPING Postage for flyers and notices used for tagging trash cans and also shipping for the return of any parts as necessary.
71-5301-346	RENTAL AND LEASES Includes cost to rent grapple trucks and/or other sanitation trucks as needed, particularly for big trash day events.
71-5301-349	PRINTING Print Transfer Station tickets and Sludge Manifests for hauling sludge.
71-5301-354	ASSOCIATION MEMBERSHIPS & CONFERENCE REGISTRATIONS
	SWANA membership \$250
	OK Recycling Association membership \$25
	Keep Oklahoma Beautiful Affiliate dues \$150
	Total \$425
71-5301-356	TRAINING
	DEQ Waste Exclusion Program training \$500
	SWANA certification renewal \$250
	MACK software training \$400
	Total \$1,150

71-5301-362 **JUDGEMENTS AND DAMAGES**
Includes minor costs to repair or replace private property damaged in the course of Sanitation collection.

71-5301-365 **MAINTENANCE AGREEMENTS**
Trash Flow annual software maintenance. This software is used for tracking and servicing routes. This is handled by the Technology Department.

Trash Flow Maintenance Agreement	\$1,345
Total	\$1,345

71-5301-377 **LICENSES**

Driver's License records	\$350
Commerical Driver's License renewal	\$113
Total	\$463

71-5301-378 **VEHICLE TAGS**
Cost of tags for sanitation vehicles and certain road equipment.

71-5301-381 **SPECIAL EVENTS**
Lunch for employees working the Big Trash pickup event.



73 - STORMWATER ENTERPRISE FUND REVENUE
FY 2024 - 2025

Account	Description	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Revenue	2024-2025 Proposed Revenue
	STORMWATER ENTERPRISE				
46180	Unfunded Mandate	264,256	266,804	264,907	267,556
46190	OKC Hazardous Waste	0	1,500	527	1,500
46195	SW Land Disturbance	0	100	0	100
		264,256	268,404	265,434	269,156
	<i>Appropriated Fund Balance</i>	0	10,996	10,996	61,857
	TOTAL REVENUE	264,256	279,400	276,430	331,013

PURPOSE OF FUND

Section 54-102:

Purpose. It is the purpose of this article to protect, maintain, and enhance the environment of the City of Yukon and the short-term and long-term public health, safety, and general welfare of the citizens of Yukon by controlling discharges of pollutants the the Yukon Storm Water System and to maintain and improve the quality of the community water into which the storm water outfalls flow, including, without limitations, the lakes, rivers, streams, ponds, wetlands, sinkholes, and groundwater of Yukon.

Restricted use by **Ordinance #1125** passed and approved on June 3, 2003.

Section 54-105 (a):

Funding. All of the Stormwater Charges collected and all loans, grants or funds received for the administration, operation, construction and improvement of the Stormwater Drainage System shall be deposited into the Fund. The Fund shall be used to pay for costs of administration, data collection, planning, designing, engineering, policing, constructing, maintaining, operating and improving drainage services and facilities and any other activity provided for by this article.

Section 54-106:

Stormwater Charge. There is hereby established a Stormwater Charge which shall be billed monthly, beginning May 1, 2003, with the other City utilities. The Stormwater Charge shall be a minimum of two dollars (\$2) per month per account. Amount based on 5/8" water meter; larger meters incur greater charge. (With noted exemptions.)



FY 2024-2025 BUDGET
73-Stormwater Enterprise

STORMWATER

		2022-2023	2023-2024		2024-2025
DEPARTMENTAL EXPENDITURES		ACTUAL	CURRENT BUDGET	PROJECTED YEAR END	REQUESTED BUDGET
PERSONAL SERVICES					
5401-101	Regular Employees	126,371	127,930	145,818	161,022
5401-103	Overtime	600	0	232	0
5401-108	Employee Group Insurance	15,590	15,440	14,503	17,680
5401-110	Unemployment Insurance	515	400	274	400
5401-112	Employee Retirement	14,546	18,755	10,757	23,702
5401-113	FICA (Social Security)	9,383	9,787	10,307	12,318
5401-117	Employee Dental Insurance	1,439	1,562	1,398	1,644
TOTAL PERSONAL SERVICES		168,443	173,874	183,289	216,766
MATERIALS AND SUPPLIES					
5401-201	Office Supplies	490	1,000	843	1,000
5401-202	Duplication/Computer Suppl	611	3,000	460	3,000
5401-204	Fuel, Oil and Lubricants	2,558	3,000	1,000	3,000
5401-205	Nondurable Supplies	0	500	356	500
5401-207	Chemicals	340	100	100	100
5401-208	Publications and Periodical	0	100	0	100
5401-211	Training Supplies	35	500	0	500
5401-213	Food Supplies	765	1,200	1,200	1,200
5401-214	Investigative/Illustrative	0	1,000	0	1,000
5401-217	Wearing Apparel	0	600	604	600
5401-218	Protective Clothing/Safety	240	1,000	1,432	1,000
5401-221	Public Educational Supplies	269	2,000	237	2,000
TOTAL MATERIALS AND SUPPLIES		5,308	14,000	6,232	14,000
SERVICES AND CHARGES					
5401-302	Buildings	0	0	0	0
5401-311	Signs and Markers	2,012	2,500	2,500	2,500
5401-315	Office Equipment/Furnishing	0	500	0	500
5401-316	Furniture/Fixtures/Misc. Fu	530	2,000	2,686	2,000
5401-317	Durable Tools	0	500	500	500
5401-318	Motor Vehicle Parts and Sup	0	1,500	1,500	1,500
5401-323	Inspection Fee for Property	0	50	50	50
5401-328	Document Destruction	286	2,000	1,800	2,000
5401-331	Travel Expense	39	4,000	3,925	4,000
5401-340	Postage	0	500	500	500
5401-345	Advertising	0	1,000	1,000	1,000
5401-347	Special Services	3,997	3,000	1,538	1,940
5401-348	Consultant Fees	5,367	47,500	47,500	47,500
5401-349	Printing	61	400	346	400
5401-354	Assoc. Membership/Conf Reg	1,792	4,557	1,533	4,557
5401-355	Legal	0	2,000	2,000	2,000
5401-356	Training	63	1,000	1,000	1,000
5401-365	Maintenance Agreements	400	3,050	1,576	3,050
5401-376	Licensing & Software	0	2,750	2,750	2,750
5401-377	Licenses	0	500	500	500
5401-379	Permits	1,496	2,000	2,000	2,000
TOTAL SERVICES AND CHARGES		16,042	81,307	75,204	80,247
CAPITAL IMPROVEMENT					
5401-433	Computer, Peripheral Equip	0	10,220	0	20,000
TOTAL CAPITAL IMPROVEMENT		0	10,220	0	20,000
Fund Balance					
TOTAL STORMWATER		189,794	279,401	264,725	331,013

Over FY 23-24 Budget

51,612

18.47%

73-5401-101 REGULAR EMPLOYEES

Includes salary for Full time employees:

	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>
<u>Position</u>	<u>Budgeted</u>	<u>Budgeted</u>	<u>Proposed</u>
SW/Planning Director	1	1	1
GIS/GPS Technician	1	1	1
Total	2	2	2

73-5401-201 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, folders, white boards, etc. Stormwater supplements Development Services supplies when we utilize their services for mailouts to contractors, etc.

73-5401-202 DUPLICATION 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.

73-5401-204 FUEL, OIL & LUBRICANTS

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

73-5401-205 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 wrenches, crowbars, shovels, rakes, brooms, extension cords, wire ties, splitters, garden hose, fuel cans, weed eater line, tools, etc.

73-5401-207 CHEMICALS

Includes chemicals used for stream water testing, pool testing chemicals, etc.

73-5401-208 PUBLICATIONS & PERIODICAL

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

73-5401-211 TRAINING SUPPLIES

Training manuals, visual and audio aids, brochures for in-house training of City personnel.

73-5401-213 FOOD SUPPLIES

Includes coffee, ice, disposable cups, tea, sugar, creamer, stirrers, paper plates and other supplies used in the course of special public events. Stormwater helps fund events like Community Cleanups and Recycle Day by providing meals for the workers and volunteers.

73-5401-214 INVESTIGATIVE/ILLUSTRATIVE

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

73-5401-217 WEARING APPAREL

Includes uniform allowance for employees, jackets, hats, etc.

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 and rolls and spill kits. This account increased to add these Fire Dept purchases.						
	<table> <tr> <td>Safety equipment for Fire Dept</td><td>\$500</td></tr> <tr> <td>Protective clothing and safety for Stormwater</td><td>\$500</td></tr> <tr> <td>Total</td><td>\$1,000</td></tr> </table>	Safety equipment for Fire Dept	\$500	Protective clothing and safety for Stormwater	\$500	Total	\$1,000
Safety equipment for Fire Dept	\$500						
Protective clothing and safety for Stormwater	\$500						
Total	\$1,000						
73-5401-221	PUBLIC EDUCATION SUPPLIES All supplies expended for public education; film rental, speakers, display posters, handouts, costumes, video rentals or purchases, equipment, items for drawings, coloring books, bags, etc.						
73-5401-302	BUILDINGS - REPAIR & 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.						
73-5401-311	SIGNS AND MARKERS Stormwater signs for the storm drain marking system, replacement and other informational signs, etc.						
73-5401-315	OFFICE EQUIPMENT & FURNISHING Includes those minor items costing less than \$1,000 normally used to outfit or replace items in an office environment. Including, but not limited to, calculators, electric staplers, etc.						
73-5401-316	FURNITURE, FIXTURES, & MISC Repair or minor replacement of stoves, refrigerators, mini-blinds, rugs, television, mattresses and box springs, window shades, chairs, tables, podiums, etc.						
73-5401-317	DURABLE TOOLS Includes heavy hand tools, fire equipment such as nozzles and fittings, portable pumps, etc.						
73-5401-318	MOTOR VEHICLE/SMALL EQ 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.						
73-5401-323	INSPECTION FEES To include annual misc. inspections for fire extinguisher, boiler, etc.						
73-5401-328	DOCUMENT DESTRUCTION Monthly office docs shred fees (we are scanning lots of old files and shredding hard copies right now). Projected increase for high activity. Stormwater also holds document shredding events.						
	<table> <tr> <td>Monthly document shredding</td><td>\$1,000</td></tr> <tr> <td>Special Shred Events</td><td>\$1,000</td></tr> <tr> <td>Total</td><td>\$2,000</td></tr> </table>	Monthly document shredding	\$1,000	Special Shred Events	\$1,000	Total	\$2,000
Monthly document shredding	\$1,000						
Special Shred Events	\$1,000						
Total	\$2,000						

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 airfare, highway tolls, meals, hotel/motel rooms, parking fees, 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	\$2,500
OFMA Conference (Fall)	lodging, meals	\$450
APAConference (Spring)	lodging, meals	\$650
SCAUG (Regional)	airfare, lodging, meals, fuel	\$250
SCAUG (Oklahoma)	lodging, meals	\$150
Total		\$4,000

73-5401-340 POSTAGE

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

73-5401-345 ADVERTISING

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

73-5401-347 SPECIAL SERVICES

Special investigation, recording deeds, filing fees, outside data processing services, testing, and hiring; professional clean up of toxic spills.

73-5401-348 CONSULTANT FEES

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 2025 which consists of updating our aerials, contours, centerline streets, building, sidewalks, impervious surfaces, paving, vegetation, etc. Also, water monitoring testing that is required for TMDLs and includes services of a professional for dry weather field monitoring.

73-5401-349 PRINTING

Cost of printing licenses, receipt books, code revisions, business cards, letterheads, envelopes, programs, miscellaneous forms.

73-5401-354 ASSOCIATION MEMBERSHIPS & CONFERENCE REGISTRATIONS

NPDES Permit requires attending training annually for at least two personnel 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	\$787
OFMA Conference Registration	\$400
OFMA Spring Conference	\$200
Regional SCAUG Conf Registration	\$150
SCAUG Conference Registration	\$200
SCAUG Membership	\$75
OFMA Membership	\$75
OKAPA Membership Dues	\$50
COSWA Membership	\$1,200
APA Conference Registration	\$835
APA Membership Dues	\$310
OKAPA Conference Reg/OU Placemaking Conf.	\$275
Total	<u>\$4,557</u>

73-5401-355 LEGAL

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

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, etc. The new Stormwater Program Manager will need some inspection training and flood plain management training.

73-5401-365 MAINTENANCE AGREEMENTS

Maintenance for existing Software Programs and Hardware.

HP Care Pack Renewal on Z6200 Plotter	\$1,250
HP Care Pack Renewal on CP5225DN Color LaserJet Printer	\$260
HP Care Pack Renewal on Design Jet SD Pro T1700DR Plotter	\$1,100
ArcGIS for Desktop Basic Single Use	\$440
Total	<u>\$3,050</u>

73-5401-376 LICENSING & SOFTWARE

ArcGIS Online Service Credits	\$250
ESRI Publisher/ArcGIS Online Subscription	\$2,500
Total	<u>\$2,750</u>

73-5401-377 LICENSES

For the 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.

73-5401-379 PERMITS

ODEQ Stormwater permits for the Stormwater Program.



74 - GRANT FUND REVENUE
FY 2023 - 2024

Account	Description	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Revenue	2024-2025 Proposed Revenue
	MISCELLANEOUS				
48683	Park Grants	5,000	5,000	0	300,000
48699	Assistance to Fire Fighters	0	50,000	0	0
48703	CENA-DRC Equip	12,033	17,500	0	17,500
48705	LWCF-Park Improvements	0	400,000	320,000	1,128,950
48708	Firehouse Subs Safety Grant	0	40,000	0	0
48709	SAFER Grant	78,526	0	0	0
48710	Arts Council	0	0	0	2,321
	TOTAL REVENUE	95,559	512,500	320,000	1,448,771

PURPOSE OF FUND

Grants are non-repayable funds disbursed or given by one party, often a government department, corporation, foundation or trust, to a recipient for a specific, restricted purpose. Most Grants are awarded with the requirement of a percentage match amount.

Grant Fund Revenue is not guaranteed and application of many of the proposed Grants have not been made. The revenue shown is proposed and most likely not all will be received.



FY 2024-2025 BUDGET
74 -Grant Fund

GRANTS

		2022-2023 ACTUAL	2023-2024		2024-2025 REQUESTED BUDGET	
DEPARTMENTAL EXPENDITURES			CURRENT BUDGET	PROJECTED YEAR END		
GRANTS						
5110-302	OK Arts Council-Chisholm Trail	0	2,500	0	0	
5110-303	OK Arts Council-Freedom Fest	0	2,500	0	0	
5110-404	CENA-DRC Equip	15,990	24,000	13,169	17,500	
5110-405	LWCF-Park Improvements	0	400,000	400,000	1,051,629	
5110-408	Recreational Trails - Welch Park	0	0	0	375,000	
5110-409	OK Arts Council-Library	0	0	0	4,642	
TOTAL GRANTS		15,990	429,000	413,169	1,448,771	
*** TOTAL EXPENDITURES ***		15,990	429,000	413,169	1,448,771	

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.

5110-404	CENA-DRC Equip		
	Community Expansion of Nutrition Assistance (CENA) Grant for equipment at the Dale Robertson Center.		
	Possible funds to be received		<u>\$17,500</u>
		Project Total	\$17,500
5110-405	LWCF-Park Improvements		
	Land & Water Conservation Fund Grant for restroom at Freedom Trail Park and the Main Street Route 66 Park		
	Freedom Trail Restroom		<u>\$163,629</u>
	Route 66 Park		<u>\$888,000</u>
		Total	\$1,051,629
5110-408	Recreational Trails Grants		
	Walking Trail for Welch Park		
	Possible funds to be received & City Match		<u>\$375,000</u>
		Project Total	\$375,000
5110-409	OK Arts Council		
	Library grant for summer reading program		
	Possible funds to be received with City Match		<u>\$4,642</u>
		Project Total	\$4,642



75 - American Rescue Plan Act Fund (ARPA)
FY 2024-2025

REVENUE

Account	Description	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Revenue	2024-2025 Projected Revenue
48101	Local Recovery Funds	2,464,062	0	0	0
48102	Other Recovery Funds (County	0	0	3,725,438	0
48110	Interest	419	550	164	550
	Fund Balance				7,092,058
	TOTAL REVENUE	2,464,481	550	3,725,602	7,092,608

EXPENDITURES

Account	Account Name	2022-2023 Actual Expenditures	2023-2024 Budgeted Expenditures	2023-2024 Projected Expenditures	2024-2025 Proposed Expenditures
5501-401	Water & Sewer Infrastructure	275,023	4,774,374	1,404,136	3,366,620
5501-402	Water & Sewer (County ARPA)	0	0	0	3,725,438
	Fund Balance				550
	TOTAL EXPENDITURES	275,023	4,774,374	1,404,136	7,092,608

PURPOSE OF FUND

Funds received from the American Rescue Plan Act subject to the following eligible uses:

- Replacing Lost Public Sector Revenue
- Public Health and Negative Economic Impacts
- Premium Pay
- Water, Sewer & Broadband Infrastructure

Noted **ineligible** uses:

- Offset a reduction in net tax revenue
- Deposit in pension funds
- Debt service and replenishing financial reserves
- Settlements/judgments

Potential Projects

- Water line replacements
- Sewer line replacements
- Sewer lift station repairs
- Wastewater treatment plant improvements, upgrades, repairs, etc.
- Water filtration system installation
- Smart water meters
- Lower water well transmission line

*** This list should not be viewed as exhaustive or a commitment to any particular project(s). It is intended to showcase projects that have been identified by Staff/Council and highlight the nature of acceptable projects within the Water, Sewer & Broadband Infrastructure section. Ultimately, projects will be selected by Staff/Council based on a variety of factors including, but not limited to, priority, funding, etc. ***



78 - YUKON PUBLIC EMPLOYEE LIMITED TAX (PEST)
FY 2024-2025

REVENUE

Account	Description	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Actual Rev	2024-2025 Projected Revenue
42214	Sales Tax Revenue-Police	1,934,225	1,953,700	1,976,273	1,991,095
42215	Sales Tax Revenue-Fire	1,582,548	1,598,482	1,616,951	1,629,078
42216	Sales Tax Revenue-Gen Employee	1,758,386	1,776,091	1,796,612	1,810,087
48114	Interest Earned-Police	171	175	130	145
48115	Interest Earned-Fire	84	90	107	120
48116	Interest Earned-Gen Employees	64	75	118	130
	Appropriated Fund Balance-Police	0	0	25,679	0
	Appropriated Fund Balance-Fire	0	0	0	442,854
	Appropriated Fund Balance-Gen	0	0	0	0
	TOTAL REVENUE	5,275,477	5,328,613	5,415,870	5,873,509

EXPENDITURES

Account	Account Name	2022-2023 Actual Expenditures	2023-2024 Budgeted Expenditures	2023-2024 Projected Expenditures	2024-2025 Proposed Budget
5101-601-104	Transfers to GF from Police	1,419,920	1,415,067	1,463,274	700,000
5101-601-105	Transfers to GF from Fire	1,398,318	1,398,318	1,398,318	1,398,318
5101-601-106	Transfers to GF from Gen Employee	1,570,000	1,570,000	1,570,000	1,570,000
5101-601-113	Transfers to Cap Imp from Police	470,174	538,808	538,808	365,000
5101-601-114	Transfers to Cap Imp from Fire	0	200,000	200,000	661,607
5101-601-115	Transfers to Cap Imp from Gen Em	0	0	0	0
	Fund Balance-Police	44,302	0	0	926,240
	Fund Balance-Fire	184,314	254	18,740	12,127
	Fund Balance-Gen Employees	188,450	206,166	226,730	240,217
	TOTAL EXPENDITURES	5,275,478	5,328,613	5,415,870	5,873,509

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 GENERAL FUND 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 GENERAL FUND 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 GENERAL FUND 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.

5101-601-110 TRANSFERS TO WATER & SEWER FUND FROM GENERAL EMPLOYEES

Transfer to the Water & Sewer Enterprise 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.

5101-601-111 TRANSFERS TO SANITATION FUND FROM GENERAL EMPLOYEES

Transfer to the Sanitation Enterprise 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.

5101-601-112 TRANSFERS TO STORMWATER FUND FROM GENERAL EMPLOYEES

Transfer to the Stormwater 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.

5101-601-113 TRANSFERS TO SALES TAX CAPITAL IMPROVEMENT FUND FROM POLICE

Transfer to the Sales Tax Capital Improvement Fund for Police related expenses as outlined in the ordinance and shall be expended providing equipment.

5101-601-115 TRANSFERS TO SALES TAX CAPITAL IMPROVEMENT FUND FROM GENERAL EMPLOYEES

Transfer to the Sales Tax Capital Improvement Fund for General Employee related expenses as outlined in the ordinance and shall be expended providing equipment.



79 - YUKON RESERVE SUPPORT FUND
FY 2024-2025

REVENUE

Account	Description	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Actual Rev	2024-2025 Proposed Budget
42110	Sales Tax Revenue	1,758,386	1,776,091	1,796,612	1,810,087
48110	Interest Earned	136,560	139,307	201,301	203,314
	Appropriated Fund Balance	105,054	84,602	0	0
	TOTAL REVENUE	2,000,000	2,000,000	1,997,913	2,013,401

EXPENDITURES

Account	Account Name	2022-2023 Actual Expenditures	2023-2024 Current Budget	2023-2024 Projected Expenditures	2024-2025 Proposed Budget
5101-601	Transfer to General Fund	1,000,000	1,000,000	1,000,000	1,000,000
5101-607	Transfer to Sales Tax Fund	1,000,000	1,000,000	1,000,000	1,000,000
	Fund Balance	0			13,401
	TOTAL EXPENDITURES	2,000,000	2,000,000	2,000,000	2,013,401

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.

5101-607 TRANSFER TO SALES TAX FUND

Transfer to the Sales Tax Fund of the overage required to maintain the reserve account.



82 - YUKON ECONOMIC DEVELOPMENT AUTHORITY (TIF)
FY 2023-2024

REVENUE

Account	Description	2022-2023 Actual Revenue	2023-2024 Budgeted Revenue	2023-2024 Projected Revenue	2024-2025 Projected Revenue
42110	Sales Tax	289,152	299,323	286,591	286,591
48110	Interest	162	160	162	160
	Fund Balance				363,249
	TOTAL REVENUE	289,314	299,483	286,753	650,000

EXPENDITURES

Account	Account Name	2022-2023 Actual Expenditures	2023-2024 Budgeted Expenditures	2023-2024 Projected Expenditures	2024-2025 Proposed Expenditures
5101-300	Eligible TIF Reimbursement	0	0	0	0
5101-400	Approved TIF Expenses	0	0	0	650,000
5101-601	Transfer to Other Funds	0	0	0	0
	Fund Balance	289,314	299,483	286,753	0
	TOTAL EXPENDITURES	289,314	299,483	286,753	650,000

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).

SOURCE OF REVENUE

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.

ACCOUNT DETAIL

5101-300 ELIGIBLE TIF REIMBURSEMENT

Reimburse other funds for eligible TIF expenses paid on behalf of YEDA.

5101-400 APPROVED TIF EXPENSES

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.

5101-601 TRANSFER TO OTHER FUNDS

Transfer to Other Funds.



FY 2024 - 2025 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	47,468	49,841	52,334	54,948	57,697	60,581	63,610	66,791	70,131	73,637	77,319	81,184
	18.66	19.59	20.57	21.60	22.68	23.81	25.00	26.25	27.57	28.95	30.39	31.91
Corporal	53,193	55,881	58,676	61,610	64,691	67,924	71,322	74,888	78,631	82,564	86,692	91,025
	20.91	21.97	23.06	24.22	25.43	26.70	28.04	29.44	30.91	32.45	34.08	35.78
Sergeant	62,104	65,204	68,468	71,893	75,488	79,261	83,224	87,385	91,755	96,342	101,160	106,218
	24.41	25.63	26.91	28.26	29.67	31.16	32.71	34.35	36.07	37.87	39.76	41.75
Captain	71,291	73,388	77,058	80,912	84,956	89,205	93,665	98,347	103,299	108,429	113,850	119,544
	28.02	28.85	30.29	31.80	33.39	35.06	36.82	38.66	40.60	42.62	44.75	46.99
Chief of Training	73,388	77,058	80,912	84,956	89,205	93,665	98,347	103,267	108,428	113,849	119,542	125,519
	35.28	37.05	38.90	40.84	42.89	45.03	47.28	49.65	52.13	54.74	57.47	60.35
Battalion Chief	73,388	77,058	80,912	84,956	89,205	93,665	98,347	103,267	108,428	113,849	119,542	125,519
	28.85	30.29	31.80	33.39	35.06	36.82	38.66	40.59	42.62	44.75	46.99	49.34



FY 2024-2025 BUDGET

POLICE 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
Officer	57,746	59,707	61,735	63,831	66,384	69,040	71,801	74,673	77,660	80,767	83,998
	27.76	28.71	29.68	30.69	31.92	33.19	34.52	35.90	37.34	38.83	40.38
Sergeant	67,023	69,704	72,492	75,391	78,407	81,543	84,804	88,196	91,725	95,394	99,209
	32.22	33.51	34.85	36.25	37.70	39.20	40.77	42.40	44.10	45.86	47.70
Lieutenant	83,197	86,525	89,986	93,585	97,328	101,222	105,271				
	40.00	41.60	43.26	44.99	46.79	48.66	50.61				
Captain	101,708	105,268	108,953	112,766	116,713						
	48.90	50.61	52.38	54.21	56.11						
Major	117,841	121,965	126,233								
	56.65	58.64	60.69								



FY 2024-2025 BUDGET

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
F			37,769	38,715	39,682	40,671	41,683	42,764	43,820	44,901	46,048	47,180
Clerk I GIS/GPS Technician Laborer I Meter Reader I			18.16	18.61	19.08	19.55	20.04	20.56	21.07	21.59	22.14	22.68
G			38,715	39,579	40,671	41,683	42,731	43,799	45,148	46,003	47,173	48,342
Clerk II Laborer II Receptionist - DRC Secretary I			18.61	19.03	19.55	20.04	20.54	21.06	21.71	22.12	22.68	23.24
H			38,916	39,906	40,896	41,909	42,965	44,023	45,148	46,273	47,419	48,149
			18.71	19.19	19.66	20.15	20.66	21.17	21.71	22.25	22.80	23.15
I			39,502	40,581	41,683	42,853	44,023	45,238	46,476	47,757	49,062	50,435
Equipment Operator I Jailer/Property Room Tech Meter Reader II Supervisor I			18.99	19.51	20.04	20.60	21.17	21.75	22.34	22.96	23.59	24.25
J		40,108	41,211	42,358	43,505	44,721	45,936	47,195	48,500	49,827	51,180	52,594
Clerk III Deputy Court Clerk Equipment Operator II Laborer III Mechanic I Permit/Licensing Clerk Secretary II Shelter Attendant I		19.28	19.81	20.36	20.92	21.50	22.08	22.69	23.32	23.96	24.61	25.29
K	40,716	41,863	42,988	44,181	45,395	46,655	47,937	49,242	50,592	51,986	53,426	54,889
Library Associate Program Specialist Shelter Attendant II Supervisor II	19.57	20.13	20.67	21.24	21.82	22.43	23.05	23.67	24.32	24.99	25.69	26.39
L	42,516	43,686	44,878	46,115	47,375	48,680	50,029	51,401	52,818	54,259	55,743	57,273
Assistant Electrician Assistant Manager - DRC/YCC Equipment Operator III Foreman Permit/Licensing Clerk II PPWP Crew Leader	20.44	21.00	21.58	22.17	22.78	23.40	24.05	24.71	25.39	26.09	26.80	27.54
M	43,168	44,383	45,598	46,835	48,140	49,467	50,816	52,234	53,651	55,136	56,643	58,196
Communications Specialist Records Technician	20.75	21.34	21.92	22.52	23.14	23.78	24.43	25.11	25.79	26.51	27.23	27.98
N	44,789	46,048	47,285	48,589	49,940	51,312	52,729	54,168	55,653	57,184	58,758	60,377
Animal Control Officer City Marshal Code Enforcement Officer I Mechanic II Office Coordinator I	21.53	22.14	22.73	23.36	24.01	24.67	25.35	26.04	26.76	27.49	28.25	29.03
O	45,192	46,408	47,690	49,017	50,367	51,739	53,179	54,640	56,126	57,678	59,274	60,895
Driver I	21.73	22.31	22.93	23.57	24.21	24.87	25.57	26.27	26.98	27.73	28.50	29.28
P	46,340	47,623	48,950	50,299	51,649	53,066	54,551	56,059	57,587	59,162	60,804	62,470
Supervisor III	22.28	22.90	23.53	24.18	24.83	25.51	26.23	26.95	27.69	28.44	29.23	30.03

Q	48,432	49,760	51,154	52,594	54,078	55,586	57,138	58,735	60,377	62,064	63,820	64,971
	23.28	23.92	24.59	25.29	26.00	26.72	27.47	28.24	29.03	29.84	30.68	31.24



FY 2024-2025 BUDGET

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
Driver II Secretary III												
R	60,592	62,010	63,449	64,956	66,509	68,083	69,702	71,389	73,099	74,853	76,641	78,460
Code Enforcement Officer II Mechanic III P&R Coordinator Superintendent I Utility Billing Specialist	24.32	25.00	25.70	26.42	27.17	27.92	28.70	29.51	30.34	31.18	32.05	32.94
S	62,864	64,349	65,878	67,452	69,050	70,714	72,402	74,157	75,928	77,755	79,626	81,545
Driver III Graphic Artist Supervisor IV	25.42	26.13	26.86	27.62	28.39	29.19	30.00	30.84	31.41	32.29	33.19	34.12
T	65,271	66,800	68,421	70,040	71,727	73,437	75,168	76,920	78,688	80,485	82,315	84,173
Finance/Purchasing Clerk IT Specialist Office Coordinator II PIO/Media Specialist	26.57	27.31	28.09	28.87	29.68	30.50	31.08	31.93	32.82	33.74	34.69	35.66
U	67,768	69,410	71,052	72,785	74,524	76,278	78,034	79,828	81,648	83,495	85,375	87,286
Fire Inspector Inspector I	27.77	28.56	29.35	30.18	30.73	31.60	32.47	33.38	34.32	35.29	36.27	37.29
V	69,446	71,133	72,864	74,638	76,443	78,274	80,128	82,003	83,905	85,835	87,795	89,786
	29.06	29.87	30.70	31.27	32.14	33.04	33.97	34.91	35.90	36.90	37.93	38.99
W	71,234	72,944	74,691	76,475	78,294	80,148	82,034	83,950	85,895	87,875	89,885	91,926
Animal Control Supervisor Inspector II Main Street Director/ Tourism Marketing Associate P&R Facility Manager (DRC, YCC, JCG) Special Ops Supervisor Office Coordinator III Superintendent II	30.40	30.97	31.85	32.76	33.69	34.64	35.63	36.65	37.70	38.77	39.87	41.01
X	73,904	75,675	77,480	79,320	81,194	83,108	85,058	87,043	89,065	91,125	93,225	95,365
Risk Manager Technology Assistant I	31.20	32.10	33.01	33.95	34.91	35.92	36.93	38.00	39.08	40.19	41.34	42.50
Y	76,648	78,529	80,450	82,410	84,408	86,443	88,512	90,615	92,755	94,935	97,155	99,415
Technology Assistant II	33.00	34.92	35.91	36.96	39.07	40.19	41.34	42.51	43.71	44.16	44.62	45.07

MANAGEMENT PAY PLAN

Pay Grade	Step 1	Step2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12
7	52,797	54,281	55,788	57,340	58,960	60,602	62,312	64,066	65,217	67,043	68,914	70,856
	25.38	26.10	26.82	27.57	28.35	29.14	29.96	30.80	31.35	32.23	33.13	34.07
8	52,783	54,775	56,305	57,880	59,500	61,187	62,874	64,651	65,818	67,668	69,562	71,500
	25.38	26.33	27.07	27.83	28.61	29.42	30.23	31.08	31.64	32.53	33.44	34.37
9	55,203	56,733	58,330	59,973	61,660	63,370	64,525	66,331	68,180	70,096	72,067	74,062
	26.54	27.28	28.04	28.83	29.64	30.47	31.02	31.89	32.78	33.70	34.64	35.61
10	55,698	57,250	58,871	60,513	62,200	63,932	65,105	66,931	68,180	70,096	72,067	74,062
	26.78	27.52	28.30	29.09	29.90	30.74	31.30	32.18	32.78	33.70	34.64	35.61
11	57,723	59,342	60,984	62,717	64,472	65,617	67,466	69,360	71,299	73,304	75,355	76,726
	27.75	28.53	29.32	30.15	31.00	31.55	32.44	33.35	34.28	35.24	36.23	36.89
12	60,377	62,041	63,796	64,949	66,777	68,647	70,564	72,547	74,575	76,669	78,786	80,846
	29.03	29.83	30.67	31.23	32.10	33.00	33.93	34.88	35.85	36.86	37.88	38.87
13	63,166	64,437	66,353	68,358	70,405	72,502	74,686	76,914	79,232	81,594	84,066	86,584
	30.37	30.98	31.90	32.86	33.85	34.86	35.91	36.98	38.09	39.23	40.42	41.63
14	65,440	67,400	69,428	71,522	73,639	75,867	78,140	80,479	82,885	85,402	87,943	90,595
	31.46	32.40	33.38	34.39	35.40	36.47	37.57	38.69	39.85	41.06	42.28	43.56
15	67,845	69,873	71,990	74,151	76,357	78,652	81,014	83,442	85,960	88,522	88,085	93,914
Deputy City Clerk Assistant Librarian HR Generalist	32.62	33.59	34.61	35.65	36.71	37.81	38.95	40.12	41.33	42.56	42.35	45.15
16	74,996	77,270	79,526	81,972	84,445	86,962	89,571	92,243	95,028	97,880	100,822	103,829
Court Administrator Executive Administrative Assistant	36.06	37.15	38.23	39.41	40.60	41.81	43.06	44.35	45.69	47.06	48.47	49.92
17	78,585	80,947	83,375	85,893	88,455	91,107	93,847	96,677	99,573	102,538	105,635	107,751
Assistant Parks & Rec Director Assistant Planning Director Assistant Public Works Director City Treasurer Superintendent III Supervisor V	37.78	38.92	40.08	41.29	42.53	43.80	45.12	46.48	47.87	49.30	50.79	51.80
18	95,942	99,016	102,181	105,434	107,796	111,239	114,791	118,476	122,250	126,155	130,194	134,365
Information Technology Director Grant Writer Librarian Parks & Rec Director Planning/Stormwater Director	46.13	47.60	49.13	50.69	51.82	53.48	55.19	56.96	58.77	60.65	62.59	64.60
19	105,211	107,531	110,973	114,504	118,189	121,963	125,868	129,885	134,033	138,358	142,771	147,339
City Clerk/Finance Director Deputy Fire Chief Deputy Police Chief Human Resources Director Public Works Director	50.58	51.70	53.35	55.05	56.82	58.64	60.51	62.44	64.44	66.52	68.64	70.84
20	114,284	118,278	122,426	126,685	131,142	135,732	140,477	145,398	150,495	155,746	161,197	166,847
Assistant to the City Manager Fire Chief Police Chief	54.94	56.86	58.86	60.91	63.05	65.26	67.54	69.90	72.35	74.88	77.50	80.21
21	0	0	0	0	145,603	152,172	157,448	163,028	168,722	174,635	176,629	187,081
Assistant City Manager	0.00	0.00	0.00	0.00	70.00	73.16	75.70	78.38	81.12	83.96	84.92	89.94

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 work hours as a result of an emergency or unusual circumstance. Also includes overtime work for Freedom Fest, Christmas in the Park, etc.

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 MedEncentive.

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

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
--

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 (monthly cylinder lease) 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
--

<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 parts to repair and replacement of water meters, meter box covers and cans, fire hydrant meters, etc.

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 parts to repair 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

Destruction of city documents that have been archived.

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 for those employees who drive city vehicles and equipment. Also 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

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

<p><i>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.</i></p>
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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 Note Payments.

603 DEBT SERVICE-TRANSFER TO 2007 YMA REVENUE NOTE

Funds transferred to make Revenue Note payments.

604 DEBT SERVICE-YMA TRANSFER TO 2010 REVENUE NOTE

Funds transferred to make Revenue Note payments.

605 DEBT SERVICE-TRANSFER TO 2011 YMA REVENUE NOTE

Funds transferred to make Revenue Note 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 NOTE

Funds transferred to make Revenue Note payments.

609 DEBT SERVICE-ARVEST EQUIPMENT LOAN

Debt service payments for Arvest Small Equipment Loan.

610 DEBT SERVICE-2012B REVENUE NOTE

Funds transferred to make Revenue Note payments.

611 DEBT SERVICE-2015A REVENUE NOTE

Funds transferred to make Revenue Note payments.

612 DEBT SERVICE-2015B REVENUE NOTE

Funds transferred to make Revenue Note 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

This note is for the Police vehicles purchased in May 2017 and final payment will be September 2021.

617 DEBT SERVICE-2017 REVENUE NOTE

Funds transferred to make Revenue Note payments.

618 DEBT SERVICE-2017B REV NOTE

Funds transferred to make Revenue Note payments.

619 DEBT SERVICE-2018 REV NOTE

Funds transferred to make Revenue Note payments.

620 DEBT SERVICE-RCB BANK

This note will be for the new Fire truck and 2 new Sanitation trucks. Final payment June 2023.

621 DEBT SERVICE-2019 REV NOTE

Funds transferred to make Revenue Note payments.

622 DEBT SERVICE-2020 REV NOTE

Funds transferred to make Revenue Note payments.

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

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

BUDGET AMENDMENT FORM

Fund: 70 - Water & Sewer

Fiscal Year: '23 - '24

<u>Account #</u>	<u>Account Name</u>	<u>Estimated Revenue</u>		<u>Appropriations</u>	
		<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
70-48990	Appropriated Fund Balance	\$1,300,000.00			
TOTALS		\$1,300,000.00	\$0.00	\$0.00	\$0.00

EXPLANATION:



Date Approved by City Manager:

Date Approved by City Council:

Date Approved by City Clerk:

[Handwritten signatures]

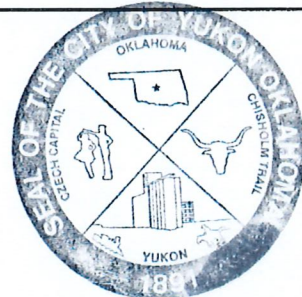
BUDGET AMENDMENT FORM

Fund: 75 - ARPA

Fiscal Year: '23 - '24

<u>Account #</u>	<u>Account Name</u>	<u>Estimated Revenue</u>		<u>Appropriations</u>	
		<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
75-48102	Other Recovery Funds	\$3,725,438.00			
TOTALS		\$3,725,438.00	\$0.00	\$0.00	\$0.00

EXPLANATION:



Date Approved by City Manager:

Date Approved by City Council:

Date Approved by City Clerk:

[Signature]
[Signature]
[Signature]

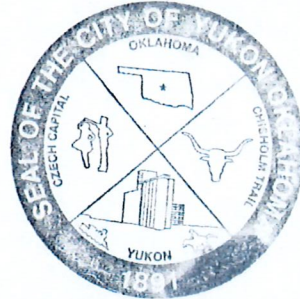
BUDGET AMENDMENT FORM

Fund: 64 - Special Revenue

Fiscal Year: '23 - '24

<u>Account #</u>	<u>Account Name</u>	<u>Estimated Revenue</u>		<u>Appropriations</u>	
		<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
64-48167	FEMA Reimbursement	\$1,095,000.00			
64-5123-381	Special Events			\$125,000.00	
64-5142-366-101	Insurance Reimbursement			\$530,000.00	
64-5167-366	Support of Org - 911			\$67,000.00	
TOTALS		<u>\$1,095,000.00</u>	<u>\$0.00</u>	<u>\$722,000.00</u>	<u>\$0.00</u>

EXPLANATION:



Date Approved by City Manager:

Date Approved by City Council:

Date Approved by City Clerk:

Matthew Lee
[Signature]
[Signature]

BUDGET AMENDMENT FORM

Fund: 03 - Sinking fund

Fiscal Year: '23 - '24

<u>Account #</u>	<u>Account Name</u>	<u>Estimated Revenue</u>		<u>Appropriations</u>	
		<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
	Appropriated Fund Balance	\$120,000.00			
TOTALS		<u>\$120,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

EXPLANATION: *



Date Approved by City Manager:

Date Approved by City Council:

Date Approved by City Clerk:

Matthew Rose
[Signature]
[Signature]

BUDGET AMENDMENT FORM

Fund: 01 - General Fund

Fiscal Year: '23 - '24

<u>Account #</u>	<u>Account Name</u>	<u>Estimated Revenue</u>		<u>Appropriations</u>	
		<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
	Appropriated Fund Balance	\$550,000.00			
01-5101-344	Audits & Financial			\$50,000.00	
01-5101-347	Special Services			\$35,000.00	
01-5101-348	Consultant Fees			\$330,000.00	
01-5102-101	Regular Employees			\$5,000.00	
01-5102-106	Expense Allowance			\$4,000.00	
01-5114-101	Regular Employees			\$55,000.00	
01-5117-101	Regular Employees			\$10,000.00	
01-5117-102	Part-Time/Seasonal			\$50,000.00	
TOTALS		<u>\$550,000.00</u>	<u>\$0.00</u>	<u>\$539,000.00</u>	<u>\$0.00</u>

EXPLANATION:



Date Approved by City Manager:

Date Approved by City Council:

Date Approved by City Clerk:

Mitchell R. R.
[Signature]
[Signature]

BUDGET AMENDMENT FORM

Fund: 01 - General Fund

Fiscal Year: '23 - '24

<u>Account #</u>	<u>Dept</u>	<u>Account Name</u>	<u>Estimated Revenue</u>		<u>Appropriations</u>	
			<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
01-5106-101	Fire	Appropriated Fund Balance Regular Employees	\$145,000.00		\$62,000.00	
TOTALS			<u>\$145,000.00</u>	<u>\$0.00</u>	<u>\$62,000.00</u>	<u>\$0.00</u>

EXPLANATION:

Date Approved by City Manager: 7/16/24

Date Approved by City Council: 7/16/24

Date Approved by City Clerk: 7/16/24



BUDGET AMENDMENT FORM

Fund: 64 - Special Revenue

Fiscal Year: 23 - '24

<u>Account #</u>	<u>Dept</u>	<u>Account Name</u>	<u>Estimated Revenue</u>		<u>Appropriations</u>	
			<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
64-5110-301	Trans from Res	Fees for UB CC Pmts			\$15,000.00	
64-5128-380-112	Parks & Events	Park Friends DRC			\$10,000.00	
64-5128-380-116	Parks & Events	Youth Sports Expenses			\$35,000.00	
64-5146-366-101	Library Special	Can County Education Fac			\$13,500.00	
64-5146-366-102	Library Special	MCFPL Contribution			\$12,500.00	
64-5146-424-102	Library Special	MCFPL Books			\$2,000.00	
TOTALS			<u>\$0.00</u>	<u>\$0.00</u>	<u>\$88,000.00</u>	<u>\$0.00</u>

EXPLANATION:

Date Approved by City Manager:

7/16/24

Date Approved by City Council:

7/16/24

Date Approved by City Clerk:

7/16/24



BUDGET AMENDMENT FORM

Fund: 38 - Hotel/Motel Tax

Fiscal Year: '23 - '24

<u>Account #</u>	<u>Dept</u>	<u>Account Name</u>	<u>Estimated Revenue</u>		<u>Appropriations</u>	
			<u>Increase</u>	<u>Decrease</u>	<u>Increase</u>	<u>Decrease</u>
38-48800		Hotel/Motel Tax	\$26,500.00			
38-5503-601	Main Street	Transfer to General Fund			\$6,500.00	
TOTALS			\$26,500.00	\$0.00	\$6,500.00	\$0.00

EXPLANATION:

Date Approved by City Manager: 7/16/24

Date Approved by City Council: 7/16/24

Date Approved by City Clerk: 7/16/24



*(Published in the Yukon Progress two (2) times:
May 11, 2024 and May 15, 2024)*

LEGAL NOTICE

A public hearing will be held Tuesday, May 21, at 7:00 p.m. in the Centennial Building, 12 South Fifth, to solicit citizen input for the FY 2024-2025 City of Yukon/Yukon Municipal Authority budget.

FY 24-25 BUDGET SUMMARY

	REVENUE	EXPENDITURES
GENERAL FUND	35,182,403	35,182,403
SINKING FUND	777,000	777,000
SALES TAX CIP FUND	13,691,569	13,691,569
HOTEL/MOTEL TAX FUND	449,187	449,187
OIL & GAS FUND	3,520	3,520
SPECIAL REVENUE FUND	860,571	860,571
WATER/SEWER FUND	10,745,623	10,745,623
SANITATION FUND	2,418,595	2,418,595
STORMWATER FUND	331,013	331,013
GRANT FUND	1,448,771	1,448,771
AMERICAN RESCUE PLAN ACT FUND	7,092,608	7,092,608
YUKON PEST FUND	5,919,492	5,919,492
YUKON RESERVE FUND	2,000,000	2,000,000
YUKON ECON DEV FUND	650,000	650,000
TOTAL BUDGET	81,570,352	81,570,352

AFFIDAVIT OF PUBLICATION

County of Canadian, State of Oklahoma

YUKON PROGRESS

P.O. Box 850449
Yukon, OK 73085
405-577-6208

RE: Budget Hearing

I, Jeremy Pyle, of lawful age, being duly sworn upon oath, deposes and says that I am the authorized representative of Yukon Progress, a bi-weekly publication that is a "legal newspaper" as that phrase is defined in 25 O.S. § 106, as amended to date, for the City of Yukon, for the County of Canadian, in the State of Oklahoma. The attachment hereto contains a true and correct copy of what was published in the regular edition of said newspaper, and not in a supplement, in consecutive issues on the following dates:

PUBLICATION DATES:

MAY 11, 2024

MAY 15, 2024

(Published in the Yukon Progress two (2) times:
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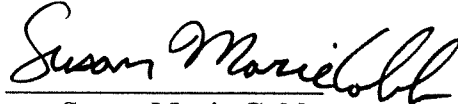
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YUKON ECON DEV FUND	650,000	650,000
TOTAL BUDGET	81,570,352	81,570,352


Jeremy Pyle,

Authorized Representative

Signed and sworn to before me on
this 15 day of
May, 2024.



Susan Marie Cobb,

Notary Public

My Commission expires:

01/17, 2027

Commission # 23000754

SUSAN MARIE COBB
Notary Public, State of Oklahoma
Commission # 23000754
My Commission Expires 01-17-2027

PUBLICATION FEE: \$82.47

Yukon City Council / Yukon Municipal Authority Work Session
Yukon Police Department Community Room – 100 S Ranchwood Blvd.
May 14, 2024

*****Special Study Session*****

The study session for discussion of the Fiscal Year 2025 budget will begin at the Yukon Police Department Community Room, approximately 15 minutes after the conclusion of the City Council Special meeting in the Centennial Building, which starts at 6:00 p.m.

Dinner will be served

1. Presentation and Discussion of the Proposed 2024-2025 City of Yukon and Yukon Municipal Authority Budget to include the following:

Fund Number/Fund Name

01 General Fund
03 Sinking Fund
36 Sales Tax Capital Improvement Fund
38 Hotel/Motel Tax Fund
62 Oil & Gas; Highway & Streets
64 Special Revenue Fund
70 Water & Sewer Enterprise Fund
71 Sanitation Enterprise Fund
73 Stormwater Enterprise Fund
74 Grant Fund
75 American Rescue Plan Act (ARPA) Fund
78 Yukon Public Employees Limited Sales Tax Fund (PEST)
79 Yukon Reserve Support Fund
82 Yukon Economic Development Authority Fund (TIF)

2. Discussion of current and future capital improvement projects including, but not limited to their potential funding sources.