



City of Mustang Annual Budget Fiscal Year 2017

RECEIVED

JUN 15 2016

State Auditor
and Inspector

Canadian

RESOLUTION 16-041

A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF MUSTANG, OKLAHOMA, BUDGET FOR THE FISCAL YEAR 2016-2017 AND ESTABLISHING BUDGET AMENDMENT AUTHORITY.

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

Whereas, the City Manager has prepared a budget for the fiscal year ending June 30, 2017 (fiscal year 2016-2017) consistent with the Act; and

Whereas, the Act in section 17-215 provides 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(s); and

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

Whereas, the governing body has conducted a Public Hearing on the proposed budget for the fiscal year ending June 30, 2017, 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 Mayor and City Council of the City of Mustang, Oklahoma;

Section 1: The City Council of the City of Mustang does hereby adopt the fiscal year 2016-2017 budget on the 7th day of June 2016 with total resources available in the amount of \$60,615,215 and total fund/departmental appropriations in the amount of \$60,615,215 (included reserves of \$8,907,030). Legal appropriations (spending and/or encumbering limits) are hereby established as provided in Appendix A to this Resolution.

Section 2: The City Council does hereby authorize the City Manager, or designee, to transfer any unexpended and unencumbered appropriations, at any time throughout fiscal year 2016-2017, from one department to another within a fund, without further approval by the City Council.

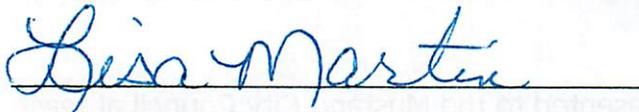
Section 3: All supplemental appropriations (increase) or decrease in the total appropriations of a fund shall be adopted at a meeting of the City Council and filed with the State Auditor and Inspector.

PASSED AND APPROVED this **7th** day of **June 2016**.



Mayor

ATTEST:



City Clerk

City Clerk

**APPENDIX A
CITY OF MUSTANG
PROPOSED BUDGET
FY 2016-2017**

	General Fund	Special Revenue Funds	Capital Project Funds	Debt Service Fund	Enterprise Fund	Internal Service Fund	Total Funds
BEGINNING FUND BALANCE/ NET WORKING CAPITAL - ESTIMATED 2014 Restricted Carryover	\$ 2,100,000	\$ 820,850	\$ 915,039	\$ 220,000	\$ 3,891,000	\$ 458,000	\$ 8,404,889
					6,942,020		\$ 6,942,020
RESOURCES:							
Ad Valorem Taxes				319,000			319,000
Charges for Services	1,057,000				7,765,000		8,822,000
Other Fees		4,800				100,000	104,800
Tax and Franchise Fees	11,446,000				9,900,000		21,346,000
Licenses and Permits	368,700						368,700
Fines	461,065	2,775					463,840
Interest Income	11,000	4,900	5,251	1,200	11,620	3,000	36,971
Miscellaneous Revenues	239,810	12,200			68,020	4,000	324,030
Transfers	7,713,300	570,500	885,000		4,314,165		13,482,965
Total Resources	21,296,875	595,175	890,251	320,200	22,058,805	107,000	45,268,306
Total Available for Appropriations	23,396,875	1,416,025	1,805,290	540,200	32,891,825	565,000	60,615,215
APPROPRIATIONS:							
Mayor and Council	202,450						202,450
City Manager	444,183						444,183
Library	466,584	11,775	12,000				490,359
Parks and Recreation	980,675	105,200	79,794				1,165,669
General Government	1,590,200		47,653		332,125	160,000	2,129,978
Town Center	345,630		141,287				486,917
Ball Complex	522,490		92,734				615,224
Aquatics	227,250		24,351				251,601
Finance	608,725						608,725
Community Development	491,835		92,050				583,885
Police	2,991,502	58,150	263,457				3,313,109
Animal Control	73,330						73,330
Fire	2,044,405		2,000				2,046,405
Streets	200,000	228,500	69,000				497,500
Water			15,000		2,583,000		2,598,000
Sewer					842,000		842,000
Sanitation					975,000		975,000
Debt Service				306,250	3,856,815		4,163,065
2014B Construction Projects					6,942,020		6,942,020
Transfers	10,244,300	3,300			13,031,165		23,278,765
Total Appropriations	\$ 21,433,559	\$ 406,925	\$ 839,326	\$ 306,250	\$ 28,562,125	\$ 160,000	\$ 51,708,185
Estimated Ending Fund Balance/ Net Working Capital	\$ 1,963,316	\$ 1,009,100	\$ 965,964	\$ 233,950	\$ 4,329,700	\$ 405,000	\$ 8,907,030

NOTICE OF PUBLIC HEARING OF PROPOSED BUDGET

A public hearing on the FY 2016-2017 City of Mustang budget will be held at 7:00 p.m. on June 7, 2016, at Mustang City Hall for the purpose of discussing the City budget for the fiscal year beginning July 1, 2016. The public hearing is open to the public and citizen comments on the proposed budget will be welcome. Copies of the proposed FY2016-2017 budget are available for review in the Office of the City Clerk, Library (Town Center) and City's Website @ www.cityofmustang.org

(Published in The Mustang News, Mustang, OK May 19, 2016.)

The Mustang News

PROOF OF PUBLICATION PUBLIC NOTICE in CANADIAN COUNTY, State of Oklahoma

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2014 Restricted Carryover					6,942,020		6,942,020
RESOURCES:							
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Charges for Services	1,057,000				7,765,000		8,822,000
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PROPOSED BUDGET
FY 2016-2017

**AFFIDAVIT
OF
PUBLICATION**

No. _____

State of Oklahoma
County of CANADIAN

DAVID SETTLE, of lawful age, being duly sworn and authorized, says that he is Director of Advertising and Newspaper of the Mustang News, a weekly newspaper published in the City of Mustang, Canadian County, Oklahoma, a newspaper qualified to publish legal notices, advertisements and publications as provided in Section 106 of Title 25, Oklahoma Statutes 1971 as amended, and complies with all other requirements of the laws of Oklahoma with reference to legal publications.

That said notice, a true copy of which is attached hereto, was published in the regular edition of said newspaper during the period and time of publication and not in a supplement, on the following dates:

May 19th 2016
(Month or months, date or dates)

Publishing fee \$ 90⁰⁰

Subscribe to and sworn to before me this 19th day of May, 2016

My Commission Expires:
4-15-18

ERIN D. THOMPSON
NOTARY PUBLIC
STATE OF OKLAHOMA
#1492542
EXP. 04/15/18
Notary Public

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CITY OF MUSTANG
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FY 2016-2017**

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Town Center	345,830		141,287				487,117
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THANK YOU!

From THE MUSTANG NEWS
A new Legal Notice from your office had its first insertion in the Mustang News this week.

Enclosed are copies for your files and a bill for the publication.

Please check for accuracy and correct publishing dates.

The Mustang News will provide the court with proof of publication upon receipt of payment from you. Or you may obtain proof of publication at our office or by mail upon payment for the publication.

We make every effort to furnish the best possible weekly legal publication service and invite your regular use of our legal columns.

We sincerely appreciate every opportunity to be of service to you and your clients in the matter of legal publications. For assistance, call our office at 376-4571.

Thank you,

Mustang News

Mustang NEWS

120 E. Trade Center Terr. Suite 102
Mustang, Oklahoma 73064
(p) 405-376-4571 (f) 405-376-5312
www.mustangnews.info
73-1034205

Invoice Number		Invoice Date
2294		5/25/2016
Advertiser No.	Amount Due	Due Date
1164	\$90.00	5/26/2016

City of Mustang - Gayla
1501 N MUSTANG RD
MUSTANG, OK 73064

A fee of 1.5% will be imposed on
all balances past due.

Amount Enclosed

Please detach top portion and return with your payment.

INVOICE

Mustang News		City of Mustang - Gayla		Invoice No. 2294	5/25/2016
Date	Order	Description	Ad Size	Sub Total	Amount
5/25/2016	875 MN	Legal: PROPOSED BUDGET 2016-2017 5/19/2016 3X6 DISPLAY			\$90.00
				Sub Total:	\$90.00
				Total Transactions: 1	Total: \$90.00

SUMMARY Advertiser No. 1164 Invoice No. 2294 Invoice Amount \$90.00

Color Sheets 1

A fee of 1.5% will be imposed on all balances past due.

Please make checks payable to: Mustang News
Please mail payment to PO Box 828, Mustang OK 73064

A fee of 1.5% will be imposed on all balances past due.

Thank you for Advertising with our paper! We are glad you have entrusted us to assist you with marketing your business.

CITY OF MUSTANG
ANNUAL BUDGET
FISCAL YEAR 2016-2017
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**ANNUAL BUDGET WORKBOOK
FISCAL YEAR 2016-2017**

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CITY OF MUSTANG
LIST OF PUBLIC OFFICIALS

MAYOR AND CITY COUNCIL

Jay Adams, Mayor

Kevin Riley, Ward I

Joshua Leete, Ward II

Brian Grider, Ward III

Terry Jones, Ward IV

Linda Hagan, Ward V

Jess Schweinberg, Ward VI

CITY STAFF

Timothy D. Rooney, City Manager

Justin Battles, Assistant City Manager/Parks & Recreation Director

Lisa Martin, City Clerk

Laura Anderson, Human Resources Director

Desiree Webber, Library Director

Jean Heasley, Assistant Parks & Recreation Director

Janet Watts, Finance Director

Melissa Helsel, Community Development Director

Chuck Foley, Police Chief

Carl Hickman, Fire Chief

MESSAGE FROM THE CITY MANAGER



**Honorable Mayor and City Council, City of Mustang
Honorable Chairman and Trustees, Mustang Improvement Authority (MIA)**

Re: FY2016-2017 Operating Budgets - City of Mustang , MIA, and Other Funds

Pursuant to Charter and statutory provisions, this correspondence is for the purpose of transmitting operating budgets of the City of Mustang and the Mustang Improvement Authority for Fiscal Year 2016-2017 (FY2017) for your review, consideration, and adoption as required.

The budget document contains detailed estimates of anticipated revenues and proposed expenditures for all operations and includes all funds maintained by the City of Mustang. The utilization of a consolidated approach in presenting the budget will provide the City Council and citizens a comprehensive view of the financial position of the City's government operations. This format also provides your constituents a budget document that clearly details projected revenue sources and how the City plans to spend money collected from those sources.

Adoption of an annual budget is the single-most important policy decision of the City Council. Decisions made during the development and adoption of the budget has the effect of establishing direction for our community for the next several years. The budget serves as a policy statement that charges the city's administration with the responsibility of accomplishing those goals and objectives outlined within it.

The City of Mustang's financial position has remained steady and in confronting the current economic conditions facing the Nation and its municipal, county, and state governments, Mustang's recent conservative approach to budgeting, spending, and fiscal policy have proven to be the right course of action and philosophy.

It is essential that the City maintain adequate levels of reserves to mitigate current and future risks. Fund balance reserves are intended to serve as a measurement of the financial resources available within a fund. Staff has aimed at achieving and maintaining a structurally balanced budget where recurring revenues are equal to recurring expenditures in the proposed budget. A steady growth of replenishing reserves have occurred over the last four fiscal years.

This year's budget process has been challenging, with lower than expected growth through much of Fiscal Year 2016 due to the oil and gas industry. The revenue situation in the General Fund has slightly improved in the second half of Fiscal year 2016, and we are now projecting to finish the year on target overall.

Mustang experienced another major weather event November 27-29, 2015 and once again December 26, 2015. The City of Mustang experienced severe ice accumulation on electric power lines, trees, limbs that fell onto roadways and right-of-ways city-wide. Curbside

debris removal was completed and 91,345 cubic yards of debris was hauled off. The total cost for debris removal was \$1,731,258.94. The November ice storm was declared an emergency and eligible for FEMA (80%) and State (12.5%) reimbursement. The total loss to the City was \$133,581.65. The average time period for the State on disaster recovery is a minimum of two years which is a total of \$222,636.08.

The City General Fund and the MIA budgets anticipate the use of fund balance due to the ice storms which absorbed a considerable amount of reserves. Within the General Fund, \$544,770 reserves were used to balance the budget in FY 2014, \$343,658 in FY 2015, \$151,240 in FY 2016 and \$136,684 in the proposed FY 2017 budget. This serves as a bottom line measure to help determine the extent of achieving this goal.

In the Mustang Improvement Authority, \$765,900 reserves were used in FY 2014, \$0 in FY 2015, \$104,330 in FY 2016, and \$177,995 in the proposed FY 2017 budget. The Mustang Improvement Authority is a public trust created pursuant to Title 60, Section 176 which shall file annually a copy of a budget to serve only as a financial plan. It does not state the form of a budget nor set a legal spending limit.

The objective of any budget is to establish priorities and allocate available resources to those priorities. It is the focal point for dialogue about the future direction of our community. As the City Manager, one of my primary duties is to annually prepare and propose to the City Council a financial "business plan" for the future of the City. Therein is the budget challenge: To achieve the greatest results, make a difference in people's lives, and do so while maintaining fiscal responsibility to the public. Successfully meeting that challenge is what will continue to make Mustang a great place in which to live, work, and play.

It is my privilege to place before the community a budget that sustainably and responsibly recognizes critical needs and services of the citizens of Mustang.

ASSUMPTIONS:

During its development, the staff has made major assumptions that are key to this budget. These assumptions are part of the normal process of budget development. It should be noted, however, these assumptions become significant policy decisions providing the foundation for the entire budget as a result of the City Council approval. These assumptions/policy decisions are listed below for your consideration.

- Staff has projected sales tax revenue to remain flat due to the current downturn in the economy facing all Oklahoma municipalities. The City of Mustang has been very fortunate over the last year as general revenues have remained flat. Sales and use tax are both running alongside with last year's receipts.
- Strategies were implemented to reduce operational department budgets by 5% within the General Fund.
- The budget does not include merit increases for all employees. The FY 2016-17 budget includes job reclassifications for two positions in the ball complex division.

- The FY 2016-17 budget includes a plan premium rate increase of 7.5% in costs associated with employee health care. The national average is between 9-19%. Once again, this is the beneficial result of joining the Oklahoma Public Employees Health and Welfare Consortium. When it comes to dental health, staff has chosen OPEH&W for its plan. This package has the best balance of value and coverage with a cost savings of \$10,800 to the City.
- The FY 2016-17 budget includes contributions of 11.79% to the Oklahoma Municipal Retirement Fund 'OMRF', and mandatory contributions of 13% police pension and 14% fire pension funds.
- The budget does not include the reclassification of the Judge, Alternative Judge, City Prosecutor, and City Attorney positions that have been advised by the IRS.
- The Street Improvement Fund provides \$20,000 for new sidewalk installations, \$116,000 (Resolution 16-026) for installation of a traffic light at the corner of E. Plantation Terrace and Mustang Road, \$42,500 mandated federal-aid railroad safety project for improvements of the SLWC crossing at Czech Hall Road and 89th Street. The current budget 2016 will complete the Heights Addition panel replacements (estimated cost of \$160,000) and repaving 89th Street from Morgan Road to County Line. These projects will be carried forward to fiscal year 2017, if not completed by June 30, 2016. *The budget does not include cleaning drainage easements in sub-divisions.*
- The Limited Purpose 'Capital' Fund - The FY 2016-17 budget includes expenditures totaling \$764,036 exclusive of any grants received and reserving a fund balance of \$965,964 for next year's carryover.
- Resolution 15-058 amended 10% of sales tax revenue received in excess of \$800,000 (previously \$500,000) in a month transferred to the Limited Purpose Fund for the purpose of maintaining, constructing and improving the infrastructure system within the city limits in current year's budget. This resolution continues to be enabled in this next budget.
- The Mustang Improvement Fund - the utility rates increase in each subsequent year by 2% or the consumer price index as published by the U.S. Department of Labor for the Southwest Region, whichever is greater which was approved by the City Council in 2009.
- Water rate increase for third-party purchases. The Mustang Improvement Authority purchases some of its water from the City of Oklahoma. In the event the City of Oklahoma increases the rate charged to the MIA for water, the rates set forth shall be increased pro rata based on the projected volume that the purchased water bears to the projected total volume of water used per Ordinance 1106, Section 5, Chapter 118-4.
- The transfer of funds for Workers Compensation increased from \$75,000 to \$100,000, split between the General Fund (25%) and MIA (75%), to cover the annual excess workers compensation coverage and claims. The Workers' Compensation Commission, beginning FY 2016-2017, has required that all governmental entities 'appropriate at least the entity's average amount of workers' compensation losses paid during the preceding three (3) years.

- Mustang Improvement Authority Reserve Fund - is projecting a budget of \$793,700. The capital improvement fee is restricted for water and wastewater maintenance and construction. As of 4/15/16, the CIP fee has funded the following projects: completion of the 59th Street waterline relocation, replacement of well #1 pump and motor, completion of the Meadow Lane sewer rehabilitation, well #3 pump repair, rebuilt discharge pump #1 and #2 at the wastewater treatment plant.

CONCLUSION, COMMENTS, APPRECIATION:

Every city is financially unable to fully address every area of community concern. Priorities must be set and funded and this budget is no different. It has established priorities based on the funding available and on a review of major community and organizational needs and seeks to address those needs. The department directors have been the primary resource in the assessment of needs and planning of this budget document.

It is the objective of this budget to continue to effectively address multiple priorities of a community, improve cost effectiveness of services, maintain and improve the efficiency of services, and better manage the taxpayer's resources through a commitment to the continuous improvement of those services and processes.

I take this opportunity to express my sincere appreciation to the staff members and department directors who have worked to develop this budget. All are members of the budget team and each has had an impact on this proposal. Special appreciation is noted for the work and effort made by Ms. Janet Watts without whom the quality and accuracy of this proposal would not be possible. It remains clear that Ms. Watt's history of fiscally conservative management has kept the City of Mustang from experiencing many of the problems that other sister communities in Oklahoma and across the country have faced the last several years. I also appreciate the time that each member of the Council will spend evaluating the budget through its approval process. I appreciate your continued support in implementing the strategies, goals, and services contained in this budget.

In summary, two workshops regarding the FY 2016-17 Budget are scheduled to be conducted. The budget workshops will be held in the Education Room at the Library on the evenings of May 5, 2016 at 6:00PM and May 12, 2016 at 6:00PM.

Following the workshops, a public hearing regarding the FY 2016-17 Budget will be conducted on Tuesday evening, June 7, 2016 at 7:00 PM.

Respectfully submitted,



Timothy D. Rooney
City Manager

READER'S GUIDE

The City of Mustang is required by State law to adopt a budget on an annual basis. The City is also required to show three consecutive years of revenue and expenditure data. To comply with this law, the annual budget book reports the actual revenues and expenditures for FY 2014 and FY 2015 (prior year actual), the current budget including amendments for FY 2016, and the proposed annual budget for FY 2017. The annual budget for FY 2017 governs City programs and finances for the fiscal year beginning July 1, 2016 and ending June 30, 2017.

This document contains sections, separated by divider pages. Major divider pages denote the content of each section. These sections are further segmented into sub-components. For example, the General Fund has a divider page with departmental summaries presented in numerical order.

The following briefly describes the contents of each section of this year's Annual Budget book:

- The Introduction contains the City Manager's transmittal letter to the Mayor and City Council. This letter summarizes the proposed budget, links the budget process to City goals and objectives and highlights significant functional changes from the prior year. This section also includes table of contents, notice of public hearing of proposed budget, and analysis of restricted funds
- The General Fund section contains summaries of the proposed budget for each City department.
- The Other Funds section contains summaries of the proposed budget for each special revenue fund. State Law requires the City to adopt the annual budget by fund or purpose and the City has chosen to budget by fund. A fund, for the budgetary purposes, is an accounting entity used for segregating revenues and expenditures for specific purposes.
- The Capital Budget section contains summaries of the proposed capital budget.
- The Enterprise section contains funds where debt service payments are received and paid within these funds. Also included is the Mustang Improvement Authority which is used to account for business-like activities provided to the general public such as water, wastewater, sanitation and recycling.
- Glossary contains a glossary of terms and definitions utilized in this document.

A budget policy is used to protect the interest and welfare of the citizens of Mustang, and to establish a formal process to maintain the fiscal health of the City, the following budget policies have been designed to guide the City management in the budget development, amendment and monitoring activities for the City and its public trust authorities. This policy shall be known as "The Municipal Fiscal Responsibility Policy".

The City of Mustang adopted the "Municipal Budget Act (enacted in 1979):

- Municipal Budget Act
 - Title 11, Section 17.201-218
- Estimate of Needs
 - Title 68, Section 3001 - 3033
- Public Trust (Mustang Improvement Authority) Provisions
 - Title 60, Section 176(g)

Types of Budgets

- **Annual Fiscal Year Budget** – fiscal year budget of all funds organized into the following categories
 - Operating Funds
 - General Fund
 - Mustang Public Work Authority
 - Restricted Funds
 - General Reserve Fund
 - Impound Fee Fund
 - Park Improvement Fund
 - Alcohol Enforcement Fund
 - Library Fund
 - Traffic Enforcement Fund
 - Employee Flex Spending Fund
 - Park and Recreation Donation Fund
 - Street/Drainage Fund
 - Debt Service Funds
 - Capital Funds
 - GO Bonds (Baseball) Fund
 - GO Bonds (Town Center Expansion) Fund
 - Limited Purpose (Capital) Fund

- Enterprise Funds
 - 2014A Bond Fund
 - 2014B Bond Fund
 - MIA Reserve Fund
 - Sewer Impact Fee Fund
 - 2013 Bond Fund
- Internal Service Fund
- Agency Fund

Budgetary Legal Requirements

The budget process for all City funds (excluding those of the public trust authorities) is governed by 11 O.S. Sections 17-101 through 17-216. As such, the City will comply with all legal deadlines, public hearing and budget content requirements of the law.

The budgets for the public trust authorities are governed by 60 O.S. Section 176.

Budget Responsibilities

The City Manager is responsible for preparing the annual fiscal year budget and presenting the budget to the City Council at least 30 days prior to the start of the budget year. The budget shall be in a format that complies with applicable budget law and shall present estimated resources and proposed expenditures for each fund.

The City Council is responsible for reviewing and considering the budget submitted by the City Manager and shall conduct a budget public hearing as required by law. The City Council shall be responsible for adopting the annual fiscal year budget at least 7 days prior to the start of the fiscal year.

Budgetary Basis of Accounting

The basis of accounting used for budget monitoring depends on the type of fund budgeted.

Governmental funds (such as the General Fund) shall account for revenues on the budgetary basis when received in cash and charges to appropriations will be recorded when the encumbrance or commitment is created.

Proprietary funds (such as the MIA) shall account for revenue when billed and charges to expenditure budgets will be recorded when the encumbrance or commitment is created.

Fiduciary funds are not budgeted because, by their nature, they do not represent City spendable resources.

In accordance with state law, encumbered appropriations may remain open to pay proper claims against said appropriations until September 30 of the following fiscal year. All unencumbered appropriations remaining at year end are considered lapsed and no new encumbrances or obligations may be created subsequent to year end against these lapsed appropriations.

Legal Level of Budgetary Control

The expenditure budget for City funds (excluding public trust authorities) shall constitute legal appropriations or spending limits in accordance with applicable state law. The legal level of control (level at which charges to appropriations may not legally exceed appropriations) is the department level within a fund.

The expenditure budget for public trust authorities shall constitute a financial plan and shall not be considered legal appropriations. Charges to these expenditure accounts will be monitored for financial planning purposes, not for legal compliance purposes.

Budget Amendment Responsibilities

Transfers of appropriations or expenditure budgets between object categories and accounts within a department of a fund may be made by the City Manager without City Council approval. Any transfers of appropriations or expenditure budgets between funds will require City Council approval.

All supplemental appropriations and fund decreases in appropriations shall require approval of City Council.

A formal record of budget amendments should be maintained in the records of the Finance Director and incorporated within the accounting records by City accounting staff.

Budgetary Fund Balance Reserves

In an effort to provide fiscal stability for the City and allow City management to apply fiscal prudence in managing the budgetary condition of the City and its public trusts, desired fund balance reserve levels are established. Fund balance reserves are defined as the amount of fund balance available for appropriation at any point in time.

The desired level of reserves for the operating funds group, considered in aggregate, shall be minimum 10-15% of the annual fund revenue accruing to the fund group.

In fiscal years when these desired reserves are not already in existence, City management and the City Council will add to the reserves when possible to attain the desired levels.

On a monthly basis, the City Finance Director will report the budget status of the operating and capital funds to the City management.

Budget Balancing Policy

It is the City's policy to appropriate no more than the current year estimated revenues, including interfund transfers, for each fund, in the original budget for a given fiscal year. Compliance or departure from this policy shall be duly noted in the Budget Message submitted by the City Manager for the following fiscal year, including an explanation as to the basis for any departure, making reference to the applicable criteria outlined in the following section, "Criteria for Use of Fund Balance Reserves".

During the fiscal year, after adoption of the original approved budget, any supplemental appropriations of available fund balance must be approved by the City Council who shall consider the basis for the proposed use of reserves as well as the adequacy of the remaining unappropriated fund balance. Actual approval of any supplemental appropriations of available fund balance shall be duly noted in the minutes, including a reference to the basis or justification for same, as outlined in the following section, entitled, "Criteria for Use of Fund Balance Reserves".

In the process of balancing the budget, interfund transfers from the MIA to the General Fund will be limited to no more than 30% of the annual estimated gross revenue for the MIA for the budget year.

Criteria for Use of Fund Balance Reserves

A central goal of this budget policy is to bring about the development and preservation of adequate fund balance reserves to ensure fiscal solvency of the municipality over the long run, as a safeguard against economic downturns, natural disasters or other catastrophic circumstances, significant budgeting or accounting errors, or possibly even adverse liability claims or legal judgments.

Caution must be exercised whenever considering budgeting reserve funds, even when actual reserve fund levels exceed desired levels, since they represent one-time monies. For example, as a general rule, municipalities should avoid using reserve funds to finance new spending initiatives, lest they find themselves unable to satisfy the new, recurring expenses.

This said, there are circumstances when it is acceptable and/or necessary to budget the use of fund balance reserves even though reserve amounts on hand already fall shy of desired levels. Municipalities will benefit, however, from adopting -- in advance -- written, objective criteria outlining acceptable uses of fund balance reserves, to serve as a guide for administrators and managers in their budgeting practices.

Acceptable / Permitted Supplemental Appropriations of Fund Balance Reserves Might Include:

1. Emergency expenditures for life, health, or public safety issues for which no existing appropriation exists;
2. Situations where the expenditure will yield recurring savings which offset the expense within five years;
3. Situations where the expenditure will yield a recurring stream of additional or new revenues which offset the expense within five years;
4. The expenditure of restricted resources temporarily held within fund balance reserves, pending disbursement, in accordance with restrictions imposed by the donor or granting entity;
5. Correcting results of an erroneous posting or transaction;
6. Situations where fund balance reserves exceed desired levels and the proposed use is of a non-operational nature involving capital or equipment purchases having a useful life of greater than five years;
7. Situations where fund balance reserves exceed desired levels and the proposed use is of a non-recurring nature, such as a study, or for start-up costs of a program whose ongoing costs are otherwise funded;
8. Situations where an unexpected expense arises that could not have reasonably been foreseen, for which new revenue funded appropriations are not available and transfers of existing appropriations are not considered feasible or appropriate in maintaining existing service levels throughout the City;
9. To create a new fund for a dedicated purpose;
10. To satisfy a judgment from a court of competent jurisdiction.
11. Under no circumstances should a supplemental appropriation of fund balance reserves be made for expenditure likely to recur on a multiple year or annual basis.

Annual Report on Status and Use of Fund Balances

Within sixty days of the close of a given fiscal year, the City's Finance Director shall produce a report for City management displaying the status of the budgetary fund balances of the City's operating funds, by fiscal year, for the fiscal year beginning July 1 through the end of the immediately preceding fiscal year.

Budget Message Content

In addition to the requirement stated above regarding budgeting of fund balance reserves, the City Manager's annual Budget Message shall include, at a minimum:

1. An explanation of the underlying assumptions on which key revenue source estimates were based, as well as the presence of any significant one-time revenue sources;
2. An explicit statement explaining any changes in tax structure, rate, or fees proposed as a part of the proposed budget;
3. A listing of new operations spending initiatives financed in the proposed budget, including – where applicable – the size of any subsequent year cost increases expected;
4. A listing of any significant capital expenditures proposed, and;
5. Where applicable, an explanation as to why fund balance reserves were budgeted.

Budget Document Content

- Budget Message
- Budget Summary - tabular listing of revenues by source and expenditures by fund and by department within each fund for the budget year.
- Fund Budgets - tabular format by department and object category. Must have three years of data on revenues and expenditures: prior year, current year, and budget year.
- Statutory Object Accounts - According to Municipal Budget Act, the following categories must be listed:
 - Personal services (salaries & benefits)
 - Materials & supplies (commodities consumed when used)
 - Other services & charges (service charges)
 - Capital outlay (acquisition of machinery, equipment, furniture, land, building, and improvements).
 - Debt service (principal payments, periodic interest or related charges)
 - Transfers (should be balanced to transfers in, comply with debt covenants)

Annual Evaluation of Revenue Sufficiency/ Rate Structure

As an integral part of the annual fiscal year budget process, City management and the City Council will evaluate the sufficiency of utility rates, taxes and other revenues in meeting the appropriation and expenditure needs, including inflationary factors, of the City and its public trusts. The City Manager's budget message will address this revenue evaluation and include any related recommendations for Council consideration.

In particular, utility rates shall be evaluated and, if necessary, adjusted on an annual basis, after reviewing the cost of operations, capital needs, budgetary transfer requirements, competitor's pricing structures, and overall economic climate to ensure rates are set at levels which will, at a minimum, cover the cost of delivery of the related services, including depreciation. Since adoption of more modest, relatively more frequent rate adjustments are more manageable for households and businesses alike, modest, more frequent adjustments are to be emphasized. Keeping rates at a sufficient level each fiscal year will prevent the necessity of relatively larger, more sudden and dramatic adjustments in any one year.

Roles in the Budget Process

Municipal Staff - Provide input on revenue estimates, expenditure requests, and assist with budget preparation, execution, and monitoring.

Chief Executive Officer (City Manager) - Overall responsibility for development of proposed budget, budget execution and monitoring, and budget amendments.

Governing Body (Council/Board) - Establish budget policies, review budget proposals, conduct public hearing, adopt final budget, approve certain amendments, monitor overall budget compliance.

Public - Participate in public hearing, provide input and oversight of governing body in regards to budget priorities and results.

County Excise Board - Approval of budget and any property tax levies (only for estimate of needs budget i.e. debt service fund)

State Auditor & Inspector - Maintain file of budgets and related budget amendments, provide taxpayer access, and manage any protests within 15 days after filing. Protests may only be based on alleged illegal ad valorem tax levies of sinking funds.

Audit and Performance Committee

An Audit and Performance Review Committee, consisting of the municipal staff shall meet as necessary to review performance of selected City operations and to review audits and management analyses that might be conducted. Findings should be reported to the City Manager for consideration and possible action.

Budget Calendar

To ensure adequate time is provided near the end of a given fiscal year to permit thorough review by the City Council of the following year's budget proposal, a formal budget calendar containing intermediate milestones or deadlines will be adopted as follows.

- 1) Meetings of the municipal staff to address long-term capital plan - January
- 2) Issuance of Budget Request Instructions and Forms by Finance Director (CFO) – January
- 3) Development of Initial Revenue Estimates by CFO – March 1st
- 4) Completion of Utility Rate Structure Analysis - March 15th
- 5) Submission of First Draft of Budget Proposal by CFO to City Manager – April 1st
- 6) Working Sessions with City Council – May
- 7) Presentation of City Manager's Proposed Budget to City Council – first week of May (legal deadline June 1)
- 8) Public Hearing on Proposed Budget - June (legal deadline June 15)
- 9) Final Adoption of Approved Budget – June (legal deadline June 24)
- 10) Implementing the budget - releasing appropriation at start of fiscal year
- 11) Bidding when required prior to contracting, checking for available appropriations, committing to expend by ordering goods or services, receiving request for payment (invoice), examining and improving claim's list (governing body), paying invoices
- 12) Monitoring revenues and expenditures and amending the budget on a timely basis
- 13) File Budget with State Auditor & Inspector - (legal deadline Jul 31)
Public Trust (Authority) - No required budget format or legal deadlines. Must be filed with trust beneficiary.
- 14) File Estimate of Needs with County Excise Board - (legal deadline Aug 27)
- 15) Indebtedness Publication - provides for a claimant to file a claim or debt to be encumbered from available appropriation of the prior year until 90 days after fiscal year end, however, this does not allow a new contractual obligation to be incurred during that 90 days to be encumbered against prior year available appropriations.
- 16) Lapsing of Appropriations - (resolution required) renewal of contracts and re-issuance of POs for year-end open commitments to be honored in subsequent year. Requires supplemental appropriation in subsequent year budget. Encumbrances outstanding at year end are not treated as expenditures or charges against the just-ended fiscal year appropriations.

**APPENDIX A
CITY OF MUSTANG
PROPOSED BUDGET
FY 2016-2017**

	General Fund	Special Revenue Funds	Capital Project Funds	Debt Service Fund	Enterprise Fund	Internal Service Fund	Total Funds
BEGINNING FUND BALANCE/ NET WORKING CAPITAL - ESTIMATED 2016 Restricted Carryover	\$ 2,100,000	\$ 820,850	\$ 915,039	\$ 220,000	\$ 3,891,000	\$ 458,000	\$ 8,404,889
					6,942,020		\$ 6,942,020
RESOURCES:							
Ad Valorem Taxes				319,000			319,000
Charges for Services	1,057,000				7,765,000		8,822,000
Other Fees		4,800				100,000	104,800
Tax and Franchise Fees	11,446,000				9,900,000		21,346,000
Licenses and Permits	368,700						368,700
Fines	461,065	2,775					463,840
Interest Income	11,000	4,900	5,251	1,200	11,620	3,000	36,971
Miscellaneous Revenues	239,810	12,200			68,020	4,000	324,030
Transfers	7,713,300	570,500	885,000		4,314,165		13,482,965
Total Resources	21,296,875	595,175	890,251	320,200	22,058,805	107,000	45,268,306
Total Available for Appropriations	23,396,875	1,416,025	1,805,290	540,200	32,891,825	565,000	60,615,215
APPROPRIATIONS:							
Mayor and Council	202,450						202,450
City Manager	444,183						444,183
Library	466,584	11,775	12,000				490,359
Parks and Recreation	980,675	105,200	79,794				1,165,669
General Government	1,590,200		47,653		332,125	160,000	2,129,978
Town Center	345,630		141,287				486,917
Ball Complex	522,490		92,734				615,224
Aquatics	227,250		24,351				251,601
Finance	608,725						608,725
Community Development	491,835		92,050				583,885
Police	2,991,502	58,150	263,457				3,313,109
Animal Control	73,330						73,330
Fire	2,044,405		2,000				2,046,405
Streets	200,000	228,500	69,000				497,500
Water			15,000		2,583,000		2,598,000
Sewer					842,000		842,000
Sanitation					975,000		975,000
Debt Service				306,250	3,856,815		4,163,065
2014B Construction Projects					6,942,020		6,942,020
Transfers	10,244,300	3,300			13,031,165		23,278,765
Total Appropriations	\$ 21,433,559	\$ 406,925	\$ 839,326	\$ 306,250	\$ 28,562,125	\$ 160,000	\$ 51,708,185
Estimated Ending Fund Balance/ Net Working Capital	\$ 1,963,316	\$ 1,009,100	\$ 965,964	\$ 233,950	\$ 4,329,700	\$ 405,000	\$ 8,907,030

NOTICE OF PUBLIC HEARING OF PROPOSED BUDGET

A public hearing on the FY 2016-2017 City of Mustang budget will be held at 7:00 p.m. on June 7, 2016, at Mustang City Hall for the purpose of discussing the City budget for the fiscal year beginning July 1, 2016. The public hearing is open to the public and citizen comments on the proposed budget will be welcome. Copies of the proposed FY2016-2017 budget are available for review in the Office of the City Clerk, Library (Town Center) and City's Website @ www.cityofmustang.org

**CITY OF MUSTANG
PROPOSED BUDGET
FY 2016-2017**

	General Fund	Special Revenue Funds	Capital Project Funds	Debt Service Fund	Enterprise Fund	Internal Service Fund
APPROPRIATIONS:						
Mayor and Council	202,450					
City Manager	444,183					
Library	466,584	11,775	12,000			
Parks and Recreation	980,675	105,200	79,794			
General Government	1,590,200		47,653		332,125	160,000
Fund Balance	1,963,316	1,009,100	965,964	233,950	4,329,700	405,000
Town Center	345,630		141,287			
Ball Complex	522,490		92,734			
Aquatics	227,250		24,351			
Finance	608,725					
Community Development	491,835		92,050			
Police	2,991,502	58,150	263,457			
Animal Control	73,330					
Fire	2,044,405		2,000			
Streets	200,000	228,500	69,000			
Water			15,000		2,583,000	
Sewer					842,000	
Sanitation					975,000	
Debt Service				306,250	3,856,815	
2014B Construction Projects					6,942,020	
Transfers	10,244,300	3,300			13,031,165	
Total Appropriations	\$ 23,396,875	\$ 1,416,025	\$ 1,805,290	\$ 540,200	\$ 32,891,825	\$ 565,000
Summary						\$ 60,615,215

**City of Mustang
Special Revenue Fund Summary
Fiscal Year 2016-2017**

	General Reserve Fund	Impound Fee	Park Improvement	Alcohol Enforcement	Library Fund	Traffic Enforcement	Employee Flex Spending	Park & Recreation Donation	Street Improvement	Totals
BEGINNING FUND BALANCE/ NET WORKING CAPITAL - ESTIMATED	\$9,000	\$20,000	\$39,000	\$6,150	\$0	\$8,000	\$3,700	\$5,000	730,000	\$820,850
RESOURCES:										
Fines					2,775					2,775
Park Development Fees			4,800							4,800
Interest Income	100	100	400	100	100	100		4,000		4,900
Miscellaneous Revenues					8,900		3,300			12,200
Transfers	7,000	30,000	61,000	8,500		14,000			450,000	570,500
Total Resources	7,100	30,100	66,200	8,600	11,775	14,100	3,300	-	454,000	595,175
Total Available for Appropriations	16,100	50,100	105,200	14,750	11,775	22,100	7,000	5,000	1,184,000	1,416,025
APPROPRIATIONS:										
Library					11,775					11,775
Parks and Recreation			105,200							105,200
General Government										
Police		27,500		14,750		15,900				58,150
Fire										
Streets/Drainage									228,500	228,500
Transfers							3,300			3,300
Total Appropriations	-	27,500	105,200	14,750	11,775	15,900	3,300	-	228,500	406,925
Estimated Ending Fund Balance/ Net Working Capital	\$16,100	\$22,600	\$0	\$0	\$0	\$6,200	\$3,700	\$5,000	\$955,500	\$1,009,100

City of Mustang
Capital Project Fund Summary
Fiscal Year 2016-2017

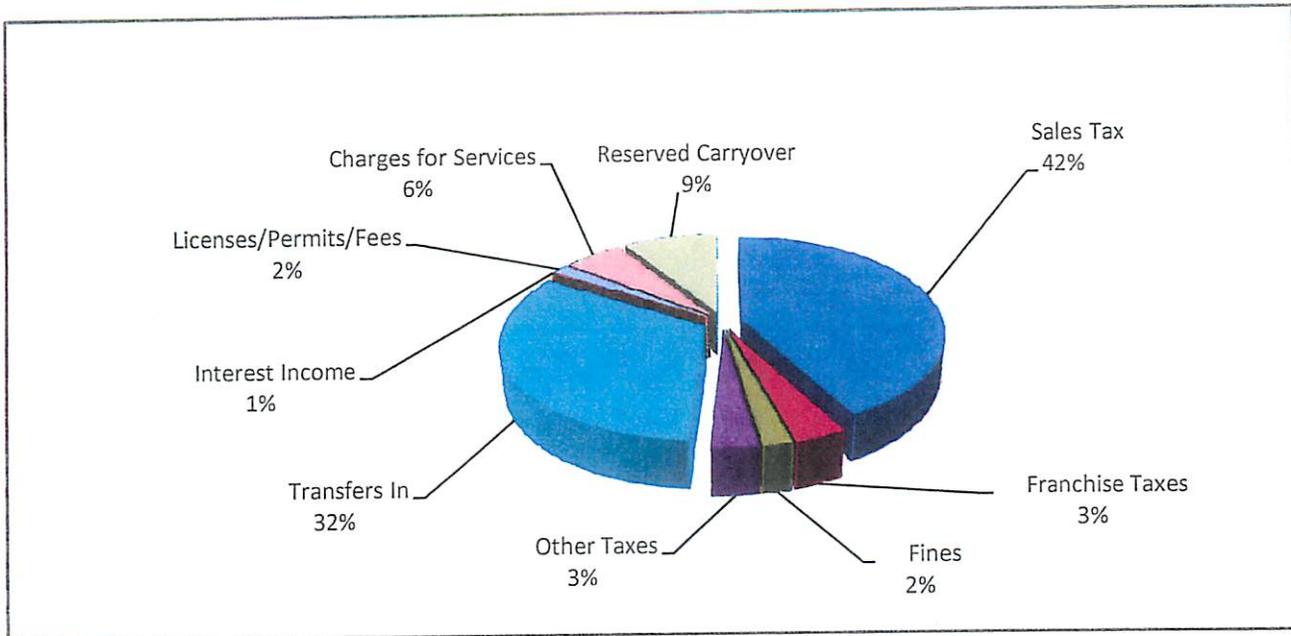
	Limited Purpose	2012 GO Bond Baseball Complex	2012 GO Bond Town Center Expansion	Totals
BEGINNING FUND BALANCE/ NET WORKING CAPITAL - ESTIMATED	\$840,000	\$39	\$75,000	\$915,039
RESOURCES:				
Interest Income	5,000	1	250	5,251
Grants				
Transfers	885,000			885,000
<i>Total Resources</i>	890,000	1	250	890,251
Total Available for Appropriations	1,730,000	40	75,250	1,805,290
APPROPRIATIONS:				
Library	12,000			12,000
Parks and Recreation	79,794			79,794
General Government	47,653			47,653
Town Center	66,037		75,250	141,287
Ball Complex	92,694	40		92,734
Aquatics	24,351			24,351
Community Development	92,050			92,050
Police	263,457			263,457
Fire	2,000			2,000
Streets	69,000			69,000
Water	15,000			15,000
<i>Total Appropriations</i>	764,036	40	75,250	839,326
Estimated Ending Fund Balance/ Net Working Capital	\$965,964	\$0	\$0	\$965,964

City of Mustang MIA Enterprise Fund Accounts Summary Fiscal Year 2016-2017								
	Fund 66	Fund 67	Fund 68	Fund 70	Fund 82	Fund 98	Fund 99	Totals
	2006 Refinancing 2014A Bond Account	2014B Bond Account	MIA Operating Fund	MIA Reserve	Sewer Impact	1998A B Refinancing 2013 Bond Account	Agency Depository	
BEGINNING FUND BALANCE/ NET WORKING CAPITAL - ESTIMATED 2014B RESTRICTED CARRYOVER	\$680,000	\$18,000	\$2,150,000 6,942,020	\$405,000	\$525,000	\$110,000	\$3,000	3,891,000 6,942,020
RESOURCES:								
Sales Tax			9,900,000					9,900,000
Charges for Services			7,675,000		90,000			7,765,000
Interest Income	1,600	100	7,000	700	2,000	100	120	11,620
Miscellaneous Revenues			68,020					68,020
Transfers	2,477,000	215,165	104,000	388,000		1,130,000		4,314,165
Total Resources	2,478,600	215,265	17,754,020	388,700	92,000	1,130,100	120	22,058,805
Total Available for Appropriations	3,158,600	233,265	26,846,040	793,700	617,000	1,240,100	3,120	32,891,825
APPROPRIATIONS:								
General Government	125	-	332,000					332,125
Water			2,583,000					2,583,000
Sewer			842,000					842,000
Sanitation			975,000					975,000
Debt Service	2,243,800	215,165	271,850			1,126,000		3,856,815
2014B Construction Projects			6,942,020					6,942,020
Transfers			12,928,165		100,000		3,000	13,031,165
Total Appropriations	2,243,925	215,165	24,874,035	-	100,000	1,126,000	3,000	28,562,125
Estimated Ending Fund Balance/ Net Working Capital	\$914,675	\$18,100	\$1,972,005	793,700	\$517,000	\$114,100	\$120	\$4,329,700

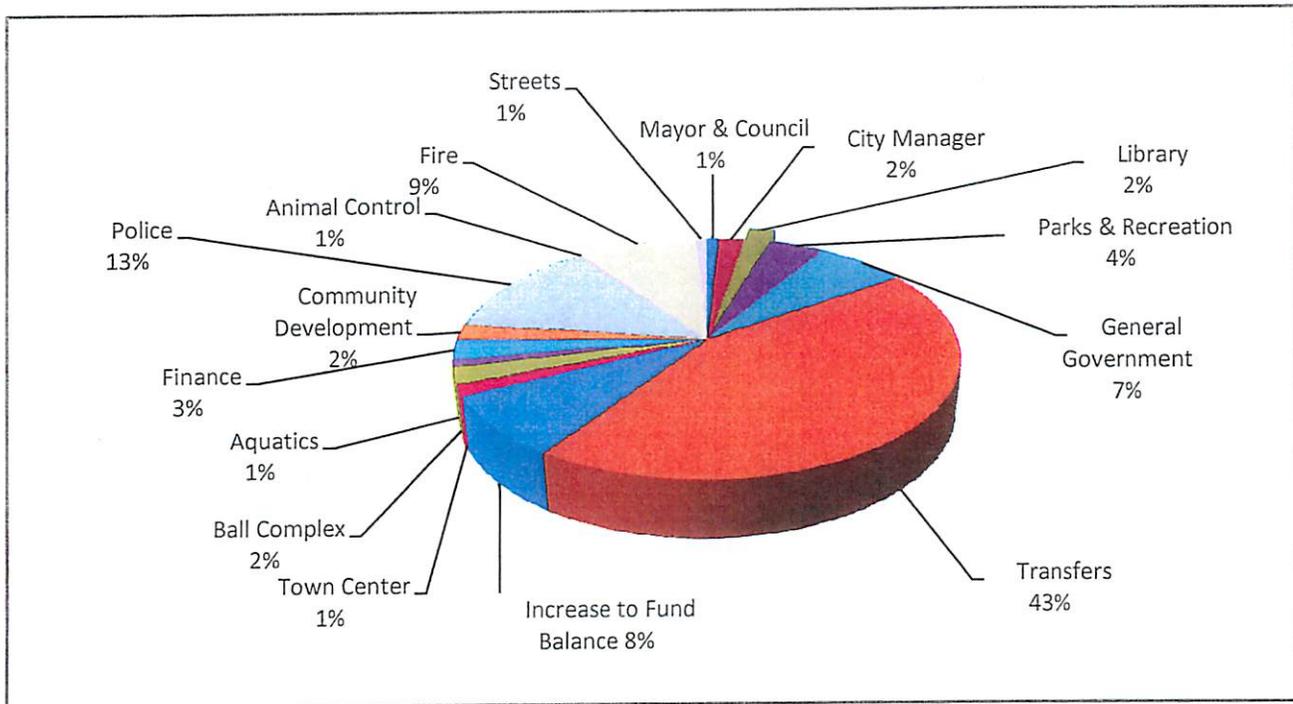
City of Mustang
ANALYSIS OF RESTRICTED FUNDS
Fiscal Year 2017

Fund	Revenue Source	Enabling legislation (i.e. tax levy)	Contractual restriction	State Statute	Ordinance	Board Resolution
01 General Fund	Jail Fees	Restricted - State	Reimbursement for jail cost		Ordinance #952	
	Commercial Vehicle Tax	Restricted - State	Improvements of lighting of streets and alleys, construction, maintenance and repair of streets			
	Library State Aid	Restricted - State (Grant Agreements)	Library capital or programs			
01 General Fund	911 Fees	Restricted - State	Costs associated with operation of emergency telephone service	62 O.S. § 28.11-28.21		Res #10-040
	Donations	Restricted (donor)	Per donor request			
	Inventories	Nonspendable	Concessions/office supplies			
02 General Reserve	Interest income	Assigned	Maintenance of city facilities, infrastructure & other capital items			Res #06-017
	Transfer from General Fund	Committed (Council)	All hotel taxes collected shall be deposited to the general fund. The city council shall determine the use on an annual basis.		Ordinance #1105	
03 Court Fund	Police fines and fees	NA	\$100 impound fee used for dispatch, jail, records clerks, training and enforcement of traffic safety.			
04 Impound Fees	Impound Vehicle Fees	Restricted (enabling legislation)			Ordinance #1102	
	Investment income	Assigned				
05 Park Improvement	Park development fees	Restricted (enabling legislation)	Purchase of park land for improvement, development, and maintenance of park and recreational programs.		Ordinance #708	
	Court cost assessed for parks	Assigned				Res #05-013
	Business license	Assigned	\$15 per business license		Ordinance #708	
	Investment income	Restricted				
06 Alcohol Laws	Police fines and fees	Restricted (enabling legislation)	Fines and fees relating to intoxicating substances and traffic related offense involving alcohol.		Ordinance #1087	
	Investment income	Assigned				
07 Library	Grants	Restricted - State (Grant Agreements) - External	Library operations, programs, and capital			
	Fines & fees (library)	Assigned				
	Interest income	Assigned				
	Miscellaneous - donations	Restricted (donor)				
08 Traffic Enforcement	Police fines and fees	Restricted (enabling legislation)	Capital and training expenses related to traffic enforcement.		Ordinance #920	
	Miscellaneous - class fees	Assigned				
	Investment income	Assigned				
09 2012 GO Bonds - Baseball Complex	Go Bond Proceeds - original	Restricted - External	Capital related to Baseball Complex construction.		Ordinance #1071	
	Interest income	Assigned				
10 Employee Flex	Employee payroll deduction	NA	Employee health savings account			
11 Park & Rec Donation Fund	Private donations	Restricted - State	Used for park and recreation purposes	Title 74		
12 2012 GO Bonds - Town Center Exp	Go Bond Proceeds - original	Restricted - External	Capital related to expand Town Center/Library		Ordinance #1071	
	Interest income	Assigned				
14 Street/Drainage	Investment income	Assigned				
	Miscellaneous	Assigned				
	Grants	Restricted (State Grants - ODOT/ODOC) - External	Street grants			
	Transfers from GF	Assigned (Budget)				
14 Street/Drainage	Transfers from MIA	Restricted - Sanitation Contract (OEMA)	Sanitation franchise fees			
27 Sinking Fund	Ad Valorem Taxes	Restricted (enabling legislation)	Debt payments on GO Bonds	Art. 10 § 9, 10, & 35 OK Constitution; 62 O.S. § 361-5		
39 Limited Purpose	Investment income	Assigned	Capital outlay and improvements			
	Transfer from GF	Assigned	Capital outlay and improvements			Res. #05-027
	Transfer from MIA	Restricted External (3rd penny remaining sales tax) - Taxes collected in excess of debt payments are set aside for early retirement of bonds.	Capital outlay and improvements			

GENERAL FUND REVENUES - 2017 FISCAL YEAR



GENERAL FUND EXPENDITURES - 2017 FISCAL YEAR



	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET
<u>REVENUE SUMMARY</u>					
SERVICES	851,657.96	826,711.30	1,041,000.00	569,177.67	1,057,000.00
TAXES & FRANCHISE	10,713,551.33	11,341,483.07	11,458,500.00	9,496,406.51	11,446,000.00
FEEES	265,834.24	259,685.45	295,200.00	238,549.96	368,700.00
FINES	406,842.15	460,233.74	466,065.00	377,380.81	461,065.00
MISCELLANEOUS REVENUE	380,727.89	1,518,952.64	2,476,891.00	259,291.63	2,350,810.00
TRANSFERS	<u>7,190,387.20</u>	<u>7,156,018.41</u>	<u>7,724,607.00</u>	<u>5,757,937.70</u>	<u>7,713,300.00</u>
*** TOTAL REVENUES ***	<u>19,809,000.77</u>	<u>21,563,084.61</u>	<u>23,462,263.00</u>	<u>16,698,744.28</u>	<u>23,396,875.00</u>
<u>EXPENDITURE SUMMARY</u>					
MAYOR AND COUNCIL	214,928.80	210,956.92	202,745.00	144,477.26	202,450.00
CITY MANAGER	478,547.58	450,290.84	500,056.00	378,207.03	444,183.00
LIBRARY	401,602.05	429,047.81	462,360.00	361,744.06	466,584.00
PARKS AND RECREATION	892,890.50	921,890.56	984,798.00	767,993.44	980,675.00
GENERAL GOVERNMENT	1,282,151.20	2,674,490.25	1,557,506.00	1,261,923.69	1,590,200.00
TRANSFERS	9,378,586.77	10,031,655.73	10,248,200.00	8,052,778.97	10,244,300.00
INCREASE TO FUND BALANCE	0.00	0.00	1,977,018.00	0.00	1,963,316.00
TOWN CENTER	331,807.48	354,810.89	339,675.00	263,638.41	345,630.00
BALL COMPLEX	322,074.74	407,172.51	546,707.00	293,453.86	522,490.00
AQUATICS	252,323.93	272,787.62	223,160.00	143,408.53	227,250.00
FINANCE	477,519.35	553,961.67	634,855.00	458,071.81	608,725.00
COMMUNITY DEVELOPMENT	533,325.56	456,291.55	507,703.00	374,243.09	491,835.00
POLICE	2,824,681.67	2,777,343.67	2,989,706.00	2,321,070.24	2,991,502.00
ANIMAL CONTROL	51,166.87	51,560.87	77,937.00	52,409.47	73,330.00
HIGHWAY SAFETY GRANT	1,600.30	17,838.06	35,662.00	16,322.96	0.00
FIRE	1,776,792.24	1,816,843.17	1,999,175.00	1,556,114.53	2,044,405.00
STREETS	<u>196,300.94</u>	<u>199,547.94</u>	<u>175,000.00</u>	<u>128,473.97</u>	<u>200,000.00</u>
*** TOTAL EXPENDITURES ***	<u>19,416,299.98</u>	<u>21,626,490.06</u>	<u>23,462,263.00</u>	<u>16,574,331.32</u>	<u>23,396,875.00</u>
** REVENUES OVER (UNDER) EXPENDITURES **	<u>392,700.79</u>	<u>(63,405.45)</u>	<u>0.00</u>	<u>124,412.96</u>	<u>0.00</u>

REVENUES	TWO YEARS	ONE YEAR	----- CURRENT YEAR -----		PROPOSED BUDGET	19 BUDGET WORKSPACE
	PRIOR ACTUAL	PRIOR ACTUAL	ACTUAL BUDGET	YEAR TO DATE ACTUAL		
SERVICES						
01-41174 LIBRARY ROOM RENTALS	325.00	700.00	1,000.00	645.00	1,000.00	
01-41175 AQUATIC PROGRAMMING	48,917.00	53,394.50	54,000.00	19,920.00	54,000.00	
01-41176 AQUATIC PARTIES	20,982.00	20,362.00	22,000.00	9,784.00	22,000.00	
01-41177 AQUATIC GATE FEES	113,719.51	110,234.06	122,000.00	56,928.25	122,000.00	
01-41178 POOL CONCESSIONS	38,009.96	38,798.99	40,000.00	19,835.85	40,000.00	
01-41179 RECREATIONAL PROGRAMS	32,545.81	29,369.18	33,000.00	31,359.83	38,000.00	
01-41180 BASEBALL CONCESSIONS	29,261.34	57,563.44	115,000.00	42,479.92	115,000.00	
01-41181 SOFTBALL CONCESSIONS	122,485.68	109,721.99	125,000.00	43,884.50	125,000.00	
01-41182 MSA GATE FEES	0.00	266.00	8,200.00	8,185.00	18,000.00	
01-41184 BASEBALL LEAGUE/GATE FEES	2,385.00	1,757.00	14,000.00	0.00	14,000.00	
01-41185 SOFTBALL LEAGUE/GATE FEES	64,802.25	45,978.25	76,000.00	34,538.86	76,000.00	
01-41186 SOFTBALL MERCHANDISE SALES	3,360.00	2,315.00	4,000.00	1,930.00	3,000.00	
01-41187 AEROBIC FEES	16,320.00	15,030.00	18,000.00	9,872.00	16,000.00	
01-41188 COMMUNITY CENTER LEAGUE FEE	4,860.00	5,315.00	8,000.00	6,120.00	8,000.00	
01-41189 TOWN CENTER ROOM RENTALS	71,597.50	89,299.25	90,000.00	72,497.50	95,000.00	
01-41190 ASP/CAMPS	42,237.95	38,102.00	50,000.00	37,795.00	50,000.00	
01-41191 MEMBERSHIPS	157,942.71	142,604.14	160,000.00	120,976.46	160,000.00	
01-41192 PERSONAL TRAINER FEES	22,679.25	16,165.50	20,800.00	13,530.00	20,000.00	
01-41193 CAMPS (SUMMER/OTHER)	59,227.00	48,985.00	60,000.00	32,732.50	60,000.00	
01-41196 BASEBALL MERCHANDISE SALES	0.00	0.00	2,500.00	0.00	2,000.00	
01-41197 BASEBALL TOURNAMENTS	0.00	0.00	17,000.00	6,136.00	17,000.00	
01-41198 VENDOR FEES	0.00	750.00	500.00	27.00	1,000.00	
TOTAL SERVICES	851,657.96	826,711.30	1,041,000.00	569,177.67	1,057,000.00	
TAXES & FRANCHISE						
01-42101 ALCOHOLIC BEVERAGE TAX	74,101.11	75,829.71	77,000.00	62,326.20	79,000.00	
01-42121 CADDO FRANCHISE	59,896.76	61,791.24	64,000.00	49,111.25	62,000.00	
01-42123 OEC FRANCHISE	55,770.32	77,752.09	76,000.00	64,103.26	79,000.00	
01-42125 OG & E FRANCHISE	302,583.24	313,933.29	310,000.00	238,854.28	316,000.00	
01-42127 ONG FRANCHISE	89,012.45	85,006.50	81,000.00	60,019.71	82,000.00	
01-42128 OTHER GAS FRANCHISE	1,232.45	750.10	1,000.00	399.86	1,000.00	
01-42129 TELEPHONE FRANCHISE	166.92	755.39	3,000.00	2,137.26	3,000.00	
01-42131 CABLE TV FRANCHISE	231,018.56	240,898.36	260,000.00	194,320.43	255,000.00	
01-42133 GASOLINE EXCISE TAX	33,758.40	34,761.81	36,000.00	30,994.60	37,000.00	
01-42149 MOTOR VEHICLE TAX	142,236.70	144,842.72	145,000.00	119,357.45	146,000.00	
01-42172 CIG/TOBACCO TAX	107,646.40	115,016.75	119,000.00	98,397.21	119,000.00	
01-42173 SALES TAX (4%)	9,252,174.04	9,766,691.58	9,900,000.00	8,266,855.76	9,900,000.00	
01-42174 CITY USE TAX (4%)	363,953.98	421,124.31	380,000.00	304,565.15	360,000.00	
01-42175 HOTEL TAX (5%)	0.00	2,329.22	6,500.00	4,964.09	7,000.00	
TOTAL TAXES & FRANCHISE	10,713,551.33	11,341,483.07	11,458,500.00	9,496,406.51	11,446,000.00	
FEES						
01-43110 ANIMAL LICENSE & FEES	5,007.50	3,307.00	5,000.00	2,314.00	4,000.00	
01-43145 BUSINESS/CONTRACTOR LIC.	74,116.74	74,569.72	75,000.00	61,775.20	147,000.00	

REVENUES	TWO YEARS		CURRENT YEAR		PROPOSED BUDGET	2017 GET WORKSPACE
	PRIOR ACTUAL	PRIOR ACTUAL	ACTUAL BUDGET	YEAR TO DATE ACTUAL		
01-43150 INSPECTION FEES	31,262.31	17,637.08	49,000.00	47,452.95	50,000.00	
01-43155 DEEDS/PLATS/SPLITS	7,713.55	4,413.25	8,000.00	2,959.00	8,000.00	
01-43160 CONSTRUCTION PERMITS	137,827.64	147,019.40	145,000.00	114,864.31	147,000.00	
01-43161 STATE PERMIT FEE	4,206.50	6,939.00	6,000.00	4,737.00	5,500.00	
01-43165 OIL AND GAS INSPECTIONS	5,575.00	5,750.00	7,000.00	4,750.00	7,000.00	
01-43167 RETURN CHECK FEES	125.00	50.00	200.00	50.00	200.00	
TOTAL FEES	265,834.24	259,685.45	295,200.00	239,251.46	368,700.00	
FINES						
01-44116 JUVENILE PROGRAM	11,305.22	25,248.67	27,050.00	8,678.20	16,000.00	
01-44117 FINES-MUNICIPAL COURT	356,397.42	396,672.71	393,000.00	333,422.79	402,000.00	
01-44118 FINES - STATE JAIL FEES	12,502.45	10,612.78	16,000.00	12,348.79	14,515.00	
01-44119 FINES - LOCAL JAIL FEES	8,080.00	6,718.65	9,015.00	6,738.68	7,550.00	
01-44125 LIBRARY FINES	18,557.06	20,980.93	21,000.00	16,334.75	21,000.00	
TOTAL FINES	406,842.15	460,233.74	466,065.00	377,523.21	461,065.00	
MISCELLANEOUS REVENUE						
01-45100 DONATIONS - OTHER	22,150.44	22,723.52	14,400.00	8,044.89	0.00	
01-45103 DONATIONS - ANIMAL CONTROL	0.00	2,375.00	3,000.00	2,456.18	0.00	
01-45104 DONATIONS - POLICE	4,660.00	7,467.33	4,000.00	3,559.31	0.00	
01-45110 ODEM - STORM SHELTER GRANT	11,329.86	1,018,806.25	27,365.00	17,671.25	0.00	
01-45111 GRANTS - OTHER	32,530.81	7,527.58	17,956.00	14,630.12	0.00	
01-45112 HIGHWAY SAFETY GRANT	0.00	17,838.06	35,662.00	14,234.11	0.00	
01-45113 POLICE REIMBURSEMENT	101,566.40	132,681.21	130,000.00	121,858.88	148,310.00	
01-45120 911 COMMUNICATIONS	5,271.37	5,237.64	5,300.00	4,542.09	5,500.00	
01-45141 INTEREST ON INVESTMENTS	7,013.62	7,615.42	8,200.00	7,937.74	11,000.00	
01-45147 SURPLUS ASSETS	1,546.92	0.00	8,500.00	8,409.00	0.00	
01-45193 MISCELLANEOUS	92,528.98	84,479.06	43,375.00	35,406.99	75,000.00	
01-45194 INSURANCE REIMBURSEMENT	90,421.49	212,201.57	35,539.00	35,296.18	11,000.00	
01-45196 OTHER FORFEITURES-CRIMINAL	11,708.00	0.00	75.00	75.00	0.00	
01-45199 RESERVED CARRYOVER	0.00	0.00	2,143,519.00	0.00	2,100,000.00	
TOTAL MISCELLANEOUS REVENUE	380,727.89	1,518,952.64	2,476,891.00	274,121.74	2,350,810.00	
TRANSFERS						
01-46803 TRANSFER FROM COURT FUND	0.00	0.00	900.00	806.11	0.00	
01-46807 TRANSFER FROM LIBRARY FUND	0.00	7,000.00	12,582.00	12,582.00	0.00	
01-46810 TRANSFER FROM EE FLEX SPEND	0.00	0.00	1,125.00	1,121.69	3,300.00	
01-46867 TRANSFER FROM MIA-OPERATING	2,610,000.02	2,295,000.00	2,760,000.00	1,610,000.00	2,760,000.00	
01-46868 TRANSFER FROM MIA-SALES TAX	4,580,387.18	4,854,018.41	4,950,000.00	4,133,427.90	4,950,000.00	
TOTAL TRANSFERS	7,190,387.20	7,156,018.41	7,724,607.00	5,757,937.70	7,713,300.00	
*** TOTAL REVENUES ***	19,809,000.77	21,563,084.61	23,462,263.00	16,780,919.94	23,396,875.00	

01 -GENERAL FUND
MAYOR AND COUNCIL
DEPARTMENT EXPENDITURES

TWO YEARS ONE YEAR ----- CURRENT YEAR -----
PRIOR PRIOR ACTUAL YEAR TO DATE
ACTUAL ACTUAL BUDGET ACTUAL

PROPOSED
BUDGET

21 BUDGET
WORKSPACE

OTHER SERVICES & CHARGES

01-501-5310	EDUCATION AND TRAINING	375.00	85.00	400.00	85.00	200.00
01-501-5326	TRAVEL REIMBURSEMENT	0.00	0.00	200.00	0.00	100.00
01-501-5327	PROFESSIONAL SERVICES	16,000.00	18,941.24	21,000.00	18,933.75	21,000.00
01-501-5335	CITY ATTORNEY	107,905.77	115,061.14	107,775.00	72,794.56	115,000.00
01-501-5336	CITY ENGINEER	51,221.91	38,378.01	33,495.00	18,428.24	25,000.00
01-501-5337	MUNICIPAL JUDGE	20,000.00	20,000.00	20,800.00	16,800.00	20,400.00
01-501-5341	PRINTING	321.69	26.15	300.00	0.00	100.00
01-501-5352	YOUTH & FAMILY SERVICES	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
01-501-5353	OTHER SERVICES AND CHARGES	599.23	164.17	500.00	0.00	200.00
01-501-5355	MEETING EXPENSES	692.64	184.17	325.00	0.00	300.00
01-501-5392	MEMBERSHIPS & SUBSCRIPTIONS	305.00	0.00	350.00	305.00	350.00
01-501-5397	CHAMBER OF COMMERCE	10,000.00	10,000.00	10,000.00	10,000.00	12,500.00
TOTAL OTHER SERVICES & CHARGES		212,421.24	207,839.88	200,145.00	142,346.55	200,150.00

01-5310 EDUCATION AND TRAINING PERMANENT NOTES:
OML Conference; Government Day; district meetings; and other. New Municipal Official Institution (\$85).

01-5327 PROFESSIONAL SERVICES PERMANENT NOTES:
Preparation of financial statements; CAFR; GASB compliance and accounting standards (\$2,500).
Fiscal year 2017 contract (\$18,500 Anne Elfrink).

01-5335 CITY ATTORNEY PERMANENT NOTES:
Monthly retainer \$2,284.75/mo (estimate of 2% increase) to \$2,330.45/mo
Legal fees average \$87k (\$170/hr)

01-5336 CITY ENGINEER PERMANENT NOTES:
EST Engineering and Meshek & Associates reviews subdivisions; general projects; and surveys.

01-5337 MUNICIPAL JUDGE PERMANENT NOTES:
Judge Huddleston (\$1,600/mo)
Judge Chris Box (\$1,200) (3x @ 400) as Alternate Judge.

01-5352 YOUTH & FAMILY SERVICES PERMANENT NOTES:
Annual Youth & Family Service contract of \$5,000.

01-5353 OTHER SERVICES AND CHARGES PERMANENT NOTES:
Council Chamber beverages; ethics packets; and portraits.

1 -GENERAL FUND
MAYOR AND COUNCIL
DEPARTMENT EXPENDITURES

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	BUDGET WORKSPACE
01-5355 MEETING EXPENSES	PERMANENT NOTES: Council meeting expenses such as workshops including refreshments; meals; and receptions.					
01-5392 MEMBERSHIPS & SUBSCRIPTION	PERMANENT NOTES: Mayor and Council dues. Mayor's Council of Oklahoma.					
01-5397 CHAMBER OF COMMERCE	PERMANENT NOTES: City signs agreement in August for services rendered by Chamber of Commerce. \$12,500 annual fee.					
01-5397 CHAMBER OF COMMERCE	CURRENT YEAR NOTES: FY17 increased to \$12,500					
01-5397 CHAMBER OF COMMERCE	NEXT YEAR NOTES: FY18 increase to \$15,000					
<u>MATERIALS AND SUPPLIES</u>						
01-501-5610 OTHER SUPPLIES	150.00	914.08	300.00	161.76	100.00	
TOTAL MATERIALS AND SUPPLIES	150.00	914.08	300.00	161.76	100.00	
501-5610 OTHER SUPPLIES	PERMANENT NOTES: Council packets; binders; name plates; plaques and certificates.					
<u>BONDS</u>						
01-501-5755 COUNTY VISUAL BUDGET INSPEC	2,357.56	2,202.96	2,300.00	1,968.95	2,200.00	
TOTAL BONDS	2,357.56	2,202.96	2,300.00	1,968.95	2,200.00	
501-5755 COUNTY VISUAL BUDGET INSPEC	PERMANENT NOTES: The law requires that municipalities assess real property taxes based on fair market value (Oct 1). Market value changes over time. Shifts tax burden to proper home owners.					
TOTAL MAYOR AND COUNCIL	214,928.80	210,956.92	202,745.00	149,365.85	202,450.00	

DEPARTMENT EXPENDITURES

TWO YEARS ONE YEAR ----- CURRENT YEAR -----
 PRIOR PRIOR ACTUAL YEAR TO DATE
 ACTUAL ACTUAL BUDGET ACTUAL

PROPOSED
 BUDGET

BUDGET
 WORKSPACE

PERSONAL SERVICES

01-511-5101 FULL TIME SALARIES	272,505.07	274,416.39	296,000.00	243,251.15	294,495.00	
01-511-5105 EDUCATION INCENTIVE	1,300.00	2,070.00	2,075.00	2,070.00	2,070.00	
01-511-5108 SOCIAL SECURITY (FICA)	20,974.10	20,524.21	23,050.00	17,499.78	19,590.00	
01-511-5111 RETIREMENT	32,080.38	28,976.81	36,000.00	26,064.38	30,195.00	
01-511-5112 INSURANCE	72,147.31	31,253.69	33,000.00	26,312.94	27,540.00	
01-511-5113 UNEMPLOYMENT INSURANCE	1,082.02	510.00	525.00	0.00	525.00	
01-511-5114 WORKERS COMP	8,599.96	0.00	1,200.00	1,000.00	840.00	
TOTAL PERSONAL SERVICES	408,688.84	357,751.10	391,850.00	316,198.25	375,255.00	

OTHER SERVICES & CHARGES

01-511-5309 EDUCATION/TRAINING-IN HOUSE	0.00	180.04	250.00	0.00	0.00	
01-511-5310 EDUCATION AND TRAINING	1,434.00	2,494.33	3,126.80	2,938.80	2,154.00	
01-511-5322 CLEANING SERVICES	10,560.00	10,560.00	10,500.00	7,920.00	10,560.00	
01-511-5323 LABOR RELATIONS	550.00	550.00	500.00	0.00	550.00	
01-511-5325 MILEAGE REIMBURSEMENT	1,235.48	528.75	957.00	524.40	1,195.00	
01-511-5326 TRAVEL	936.77	733.85	2,355.00	2,300.32	210.00	
01-511-5327 PROFESSIONAL FEES	195.00	25,077.00	24,507.83	11,619.94	3,000.00	
01-511-5329 CITY PROSECUTOR	7,200.00	7,344.00	7,200.00	4,993.92	7,500.00	
01-511-5331 ADVERTISING & LEGALS	10,402.79	7,387.10	9,000.00	3,427.14	3,000.00	
01-511-5341 PRINTING	2,249.27	1,275.83	1,200.00	402.39	1,300.00	
01-511-5351 BFAC CONNECT/WEBSITE	12,554.65	12,554.65	12,880.00	3,100.00	3,100.00	
01-511-5353 OTHER SERVICES & FEES	14,898.62	11,303.76	17,000.00	7,452.76	24,000.00	
01-511-5392 MEMBERSHIPS & SUBSCRIPTIONS	2,869.33	4,467.34	3,770.00	3,537.52	3,259.00	
TOTAL OTHER SERVICES & CHARGES	65,085.91	84,456.65	93,246.63	48,217.19	59,828.00	

MATERIALS AND SUPPLIES

01-511-5601 OFFICE SUPPLIES	575.77	460.16	595.00	321.08	1,000.00	
01-511-5610 OTHER SUPPLIES	0.00	294.24	305.00	269.95	100.00	
01-511-5618 EMPLOYEE RELATIONS	4,197.06	7,328.69	7,730.00	6,872.59	8,000.00	
TOTAL MATERIALS AND SUPPLIES	4,772.83	8,083.09	8,630.00	7,463.62	9,100.00	

CAPITAL

01-511-5971 SERVICES/EQUIPMENT	0.00	0.00	6,329.37	6,327.97	0.00	
TOTAL CAPITAL	0.00	0.00	6,329.37	6,327.97	0.00	

TOTAL CITY MANAGER

TOTAL CITY MANAGER	478,547.58	450,290.84	500,056.00	378,207.03	444,183.00	
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2016 - 2017 FISCAL BUDGET
SUPPORTING DETAIL FOR SUPPLIES AND CONTRACTUAL SERVICES

FUND NO.	DEPARTMENT	DEPT #	DEPARTMENTAL REQUEST	INCLUDED IN FY 17 BUDGET
01	City Manager	511		
ACCT CODE	JUSTIFICATION (TYPES OF COSTS INCURRED)	COST		
5310	Education and Training (See <u>Travel</u> Form-Conference & Other) City Clerk - OMCTF Institute (\$199); OMCT training book (\$65) City Manager - OML Registration (\$445); CMOA Conference (\$250); OMCTR (\$195) Human Resource - monthly HR meetings (\$200); other seminars/webinars (\$800)		\$2,154	\$2,154
5322	Cleaning Services Monthly cleaning services. (\$880)		\$10,560	\$10,560
5323	Labor Relations Annual fee renewal.		\$550	\$550
5325	Mileage Reimbursement See details on <u>Travel</u> form.		\$1,195	\$1,195
5326	Travel Reimbursement See details on <u>Travel</u> form		\$210	\$210
5327	Professional Services Consulting services <u>removed</u> ; county clerk tiling tees (\$50) and employee assistance		\$24,500	\$3,000
5329	City Prosecutor Legal services \$624.24 (monthly)		\$7,500	\$7,500
5331	Advertising/Legals Publication notices(Mustang News; Mustang Times; Journal Records; OPUBCO)		\$3,000	\$3,000
5341	Printing Envelopes/Letterhead (court dockets, citation books & receipts transferred to finance dept)		\$1,300	\$1,300
5351	BFAC Connect Annual contract (mobile app solution). <u>Removed</u> Blackboard Connect.		\$12,880	\$3,100
5353	Other Services & Fees Municipal Code Supplement (\$2,500); Website Admin (\$3,000) Municipal Code Annual Fee (\$700); Incode annual maintenance (\$6,500); background checks, drug testing and other HR expenses. Business lunches/meetings. TimeClock Plus Systems Support Contract (\$2,750)		\$24,000	\$24,000
5392	Membership & Subscriptions See details on <u>Memberships</u> form.		\$3,259	\$3,259
	Total		<u>\$91,108</u>	<u>\$59,828</u>

Prepared By: City Manager Department

**2016 - 2017 FISCAL BUDGET
SUPPORTING DETAIL FOR SUPPLIES AND CONTRACTUAL SERVICES**

FUND NO.	DEPARTMENT	DEPT #	DEPARTMENTAL REQUEST	INCLUDED IN FY 17 BUDGET
01	City Manager	511		
ACCT CODE	JUSTIFICATION (TYPES OF COSTS INCURRED)	COST		
5601	Office Supplies Supplies used for work sessions and council meetings.		\$1,000	\$1,000
5610	Other Supplies Miscellaneous supplies		\$100	\$100
5618	Employee Relations Service awards; Christmas banquet; misc HR expenses		\$8,000	\$8,000
	Total		\$9,100	\$9,100
	Grand Total		\$100,208	\$68,928

Prepared By: City Manager Department

2016 - 2017 FISCAL BUDGET
REQUEST FOR TRAVEL

FUND NO. DEPARTMENT
01 511 - City Manager

Position	Reason for Trip	Dates	Location	Airfare	Mileage	Hotel	Meals	Conference	Other	Total
All Positions	Business Meetings/Misc	Varies	Varies	\$0	\$1,000	\$0	\$0	\$0	\$0	\$1,000
City Manager	OML Conference	Fall	OKC	0	0	0	0	445	0	\$445
City Manager	CMAO Conference	Fall	TBA	0	0	0	0	250	0	\$250
City Manager	OMCTR Conference	TBA	TBA	0	0	0	0	195	0	\$195
City Clerk	OMCT Institute - Fall (3-day)	October	Stillwater, OK	0	95	210	0	199	0	\$504
City Clerk	OML - OMCT Training (book update)			0	0	0	0	0	65	\$65
HR Director	Monthly HR Meetings	Varies	Varies	0	0	0	0	0	200	\$200
HR Director	Seminars/Webinars	Varies	Varies	0	100	0	0	0	800	\$900
				\$0	\$1,195	\$210	\$0	\$1,089	\$1,065	\$3,559

Prepared By: City Management

**2016 - 2017 FISCAL BUDGET
REQUEST FOR MEMBERSHIPS AND SUBSCRIPTIONS**

FUND NO. 01 - General Fund
DEPARTMENT 511 - City Manager

NAME/TITLE	ORGANIZATION/ SUBSCRIPTION	REASON FOR MEMBERSHIP	COST
Timothy Rooney, City Manager	ICMA	Membership	\$ 880
Timothy Rooney, City Manager	NPELRA	Membership	175
Timothy Rooney, City Manager	Subscriptions	Renewals	500
Timothy Rooney, City Manager	CMOA	Membership	540
Timothy Rooney, City Manager	OML	Membership for City Manager, HR Director, City Clerk	150
Laura Anderson, HR Director	Society of Human Resource Management	Professional	190
Laura Anderson, HR Director	Oklahoma City Human Resources Society	Professional	75
Laura Anderson, HR Director	National Public Employers Labor Relations Association	Public Sector Labor Relations	175
Laura Anderson, HR Director	Strategic Government Resources	Professional	249
Lisa Martin, City Clerk	Oklahoma Statute Supplement Books	Oklahoma Statute	140
Lisa Martin, City Clerk	OMCTFOA Dues	Professional Organization to obtain national certification	30
Lisa Martin, City Clerk	International Institute of Municipal Clerks	Professional Organization to obtain national certification through IIMC	155
PREPARED BY: <u>City Management</u>			TOTAL COSTS: \$ <u>3,259</u>

01 -GENERAL FUND

LIBRARY

DEPARTMENT EXPENDITURES

TWO YEARS
PRIOR
ACTUAL

ONE YEAR
PRIOR
ACTUAL

----- CURRENT YEAR -----
ACTUAL YEAR TO DATE
BUDGET ACTUAL

PROPOSED
BUDGET

BUDGET
WORKSPACE

PERSONAL SERVICES

01-512-5101 FULL TIME SALARIES	197,105.14	205,873.14	205,450.00	173,706.90	206,675.00	
01-512-5102 OVERTIME/HOLIDAY PAY	0.00	0.00	100.00	71.46	0.00	
01-512-5103 PART TIME/TEMPORARY	58,290.15	69,956.91	100,092.00	67,046.35	96,195.00	
01-512-5105 EDUCATION INCENTIVE	1,420.00	1,420.00	1,425.00	1,420.00	2,070.00	
01-512-5108 SOCIAL SECURITY (FICA)	19,342.58	20,833.08	23,000.00	17,475.29	23,330.00	
01-512-5111 RETIREMENT	22,551.98	21,837.49	24,425.00	18,375.06	24,615.00	
01-512-5112 INSURANCE	23,343.70	24,809.04	24,800.00	21,483.76	33,185.00	
01-512-5113 UNEMPLOYMENT INSURANCE	1,421.25	1,372.87	1,625.00	510.59	1,665.00	
01-512-5114 WORKERS COMP	1,350.00	0.00	200.00	170.00	140.00	
TOTAL PERSONAL SERVICES	324,824.80	346,102.53	381,117.00	300,259.41	387,875.00	

OTHER SERVICES & CHARGES

01-512-5310 EDUCATION AND TRAINING	1,095.70	2,205.17	1,828.00	954.80	960.00	
01-512-5311 POSTAGE	104.73	163.48	275.00	92.25	275.00	
01-512-5326 TRAVEL	0.00	189.12	1,592.00	601.21	0.00	
01-512-5327 PROFESSIONAL SERVICES	1,466.75	3,857.06	3,825.00	930.50	4,600.00	
01-512-5353 OTHER SERVICES & FEES	74.95	943.41	795.00	156.88	1,050.00	
01-512-5357 REFUNDS	5.00	0.00	200.00	0.00	200.00	
01-512-5360 COMPUTER MAINTENANCE	0.00	23.34	1,530.00	1,455.37	600.00	
01-512-5371 SERVICES/MACHINERY-EQUIPMEN	808.67	1,382.16	845.00	799.75	1,000.00	
01-512-5391 MISC CONTRACTUAL SERVICES	11,500.99	11,428.99	11,547.00	11,340.99	12,047.00	
01-512-5392 MEMBERSHIPS & SUBSCRIPTIONS	0.00	241.00	304.00	209.00	330.00	
TOTAL OTHER SERVICES & CHARGES	15,056.79	20,433.73	22,741.00	16,540.75	21,062.00	

MATERIALS AND SUPPLIES

01-512-5601 OFFICE SUPPLIES	3,464.00	3,453.94	4,600.00	3,304.16	4,600.00	
01-512-5602 PERIODICAL SUBSCRIPTIONS	2,597.72	3,013.05	4,952.00	4,930.15	4,597.00	
01-512-5603 LIBRARY BOOKS	42,180.35	42,961.91	35,000.00	28,538.44	35,000.00	
01-512-5604 VISUAL AID	9,918.49	10,102.02	10,000.00	6,156.23	10,000.00	
01-512-5610 OTHER SUPPLIES	1,971.35	1,434.80	1,650.00	969.62	1,250.00	
01-512-5613 FUEL, OIL AND LUBRICANTS	164.39	129.29	500.00	49.64	500.00	
01-512-5617 PROGRAMS	1,000.00	562.50	1,000.00	995.66	1,000.00	
01-512-5621 VEHICLE REPAIR AND MAINT	180.00	274.00	300.00	0.00	300.00	
01-512-5631 SMALL TOOLS EQUIPMENT	244.16	0.00	400.00	0.00	400.00	
TOTAL MATERIALS AND SUPPLIES	61,720.46	61,931.51	58,402.00	44,943.90	57,647.00	

512-5603 LIBRARY BOOKS

PERMANENT NOTES:
Requirement of library grant funding.

CAPITAL

01-512-5914 COMPUTER EQUIP/SOFTWARE	0.00	580.04	100.00	0.00	0.00	
TOTAL CAPITAL	0.00	580.04	100.00	0.00	0.00	

TOTAL LIBRARY 401,602.05 429,047.81 462,360.00 361,744.06 466,584.00

**2016 - 2017 FISCAL BUDGET
SUPPORTING DETAIL FOR SUPPLIES AND CONTRACTUAL SERVICES**

Form No. 2

FUND NO.	DEPARTMENT	DEPT #	DEPARTMENTAL REQUEST	INCLUDED IN FY 17 BUDGET
01	Library	512		
ACCT CODE	JUSTIFICATION (TYPES OF COSTS INCURRED)	COST		
5310	Education and Training Oklahoma Library Association(OLA) annual conference registration for library director-\$260; \$700 Tuition Reimbursement for Elizabeth Duke (1 semesters).		\$960	\$960
5311	Postage For items requiring return receipts, delivery confirmation, for grant applications, grant reports, ODL reports, etc.; postage and insurance for books in the Let's Talk About It, Oklahoma program.		\$275	\$275
5312	Telephone & Internet State and federal grants paid Internet access in FY 2016. Library Director has applied for FY 2017 grants. Expect grants to cover costs 100%. Expected savings of \$2,620 for FY 2017 due to State and Federal grants.		\$0	\$0
5327	Professional Services Locksmith services for door locks, safe, book drop locks, and keys \$300; carpet cleaning for 14,010 sq. feet - \$2,600; cleaning of library furniture: \$1,300; name badges for employees, board members and Friends board-\$50; newspapers ads for library board services - \$50, plus \$300 for contingencies with larger space.		\$4,600	\$4,600
5353	Other Services & Fees Volunteer recognition dinner for library board, Friends of the Library board, volunteers and spouses \$750, supplies for board meetings - \$100, plus \$200 for contingencies.		\$1,050	\$1,050
5357	Refunds (meeting room)		\$200	\$200
5360	Computer Maintenance To cover contingencies for installation of replacement computer workstations which is not covered by contract with SMART Technologies, along with replacement keyboards, mouse(s), backup drives, etc. for computer equipment.		\$600	\$600
5371	Services/Machinery-Equipment Contingency for telephone repair or replace, handicapped door, network printer repair, uninterrupted power supply devices for electrical equipment, barcode scanners, safe combination, door bell, door counter etc.		\$1,000	\$1,000

5391	Misc Contractual Services	\$12,047	\$12,047
	<p>Faronics (computer protection software for public workstations) annual maintenance \$400. TLC automation software \$11,147, (Savings in postage is estimated to be approximately \$5,600/year due to email and text notification with TLC software. There has also been a savings in not wasting copy paper or using envelopes. TLC software has helped with reallocation of staff time to other duties due to PC Reservation and LPT:One software.) ePanic button software - \$500.00 ePanic button software will turn each staff workstation into a panic button. This is much more efficient than installing a single panic button at the Circulation Desk.</p>		
5392	Memberships and Subscriptions	\$330	\$330
	<p>Please refer to "Membership" tab for details.</p>		
	Sub-Total:	\$21,062	\$21,062
5601	Office Supplies-Specialized supplies for the library	\$4,600	\$4,600
	<p>Library will bring in approximately \$5,412.00 in revenue from printers. Need \$2,000 for printer cartridges; CD/DVD machine cleaning supplies \$200, Book processing labels and barcode supplies \$600, library cards with barcodes \$1,800.00.</p>		
5602	Periodical Subscriptions	\$4,597	\$4,597
	<p>Zinio digital magazines (248 titles) - \$2,950, Demco periodical subscription service, \$655, Daily Oklahoman (including Sunday) \$260, Chronicles of Oklahoma \$35.00, Outdoor Oklahoma \$12, Oklahoma Today \$20, Wall Street Journal \$375, Mustang News \$18, Mustang Times \$20, Tuttle Times \$24, Oklahoma Observer (rec'd 1-year gift subscription), Yukon Review \$39, Journal Record \$189.</p>		
5603	Library Books	\$45,000	\$35,000
	<p>Books, including eBooks, for children, teens and adults.</p>		
5604	Audio Visual	\$10,000	\$10,000
	<p>Audio books and DVDs for children, teens and adults, including nonfiction topics such as interviewing techniques, aerobics, first aid and gardening.</p>		
5610	Other Supplies	\$1,250	\$1,250
	<p>General office supplies not provided by City of Mustang inventory.</p>		
5613	Fuel, Oil & Lubricants	\$500	\$500
	<p>Fuel for library vehicle. Vehicle is used for staff to provide outreach services to schools, preschools and assisted living centers and for staff to attend training workshops.</p>		
5617	Youth fest/SR Programs	\$1,000	\$1,000
	<p>These funds are expended on program presenters and program supplies.</p>		
5621	Vehicle Repair and Maintenance	\$300	\$300
	<p>For oil changes and minor repairs on library van.</p>		
5631	Small Tools and Equipment	\$400	\$400
	<p>paper cutters, pencil sharpeners, staplers, etc.</p>		
	Sub-Total:	\$67,647	\$57,647
	Totals:	\$88,709	\$78,709
PREPARED BY: Desiree Webber, Library Director			

**2016 - 2017 FISCAL BUDGET
REQUEST FOR MEMBERSHIPS AND SUBSCRIPTIONS**

FORM 4

FUND NO. 01 - General Fund
DEPARTMENT 512 - Library

NAME/TITLE	ORGANIZATION/ SUBSCRIPTION	REASON FOR MEMBERSHIP	COST
Desiree Webber/Director	Oklahoma Library Association	Professional organization for the state. Meet and interact with peers.	\$121.00
Desiree Webber/Director	American Library Association and Public Library Association (joint membership)	National professional organizations with emphasis on library management. Interact with peers and stay current with best practices to best serve community.	209.00
PREPARED BY:	<u>Desiree Webber, Library Director</u>	TOTAL COSTS: \$	<u>330.00</u>

01 -GENERAL FUND
PARKS AND RECREATION
DEPARTMENT EXPENDITURES

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	BUDGET WORKSPACE
PERSONAL SERVICES						
01-513-5101 FULL TIME SALARIES	299,320.36	321,250.66	347,600.00	284,690.79	350,595.00	
01-513-5102 OVERTIME/HOLIDAY PAY	221.44	55.31	700.00	652.62	0.00	
01-513-5103 PART TIME/TEMPORARY	267,769.65	292,326.88	276,125.00	237,500.69	284,315.00	
01-513-5105 EDUCATION INCENTIVE	1,420.00	1,420.00	1,425.00	1,420.00	1,420.00	
01-513-5108 SOCIAL SECURITY (FICA)	42,336.37	45,717.96	48,075.00	37,427.77	51,780.00	
01-513-5111 RETIREMENT	33,356.29	33,455.74	43,375.00	30,506.70	46,275.00	
01-513-5112 INSURANCE	52,916.77	56,876.73	77,775.00	48,760.90	77,955.00	
01-513-5113 UNEMPLOYMENT INSURANCE	3,429.65	3,826.46	3,800.00	1,426.85	3,885.00	
01-513-5114 WORKERS COMP	27,199.92	0.00	2,700.00	2,250.00	1,800.00	
TOTAL PERSONAL SERVICES	727,970.45	754,929.74	801,575.00	644,636.32	818,025.00	

513-5101 FULL TIME SALARIES
CURRENT YEAR NOTES:
Reclassified office supervisor position.

OTHER SERVICES & CHARGES						
01-513-5301 ADULT PROGRAM	5,571.50	8,274.73	11,897.00	8,636.81	6,675.00	
01-513-5302 SPECIAL EVENTS	29,494.04	26,723.42	24,973.00	22,462.14	12,000.00	
01-513-5303 CLASSES AND ACTIVITIES	967.92	616.18	2,000.00	761.07	1,500.00	
01-513-5310 EDUCATION AND TRAINING	490.05	4,987.32	4,718.00	2,559.80	3,990.00	
01-513-5326 TRAVEL	0.00	0.00	2,075.00	1,849.54	2,575.00	
01-513-5327 PROFESSIONAL SERVICES	7,824.38	13,146.00	21,850.00	11,986.52	19,075.00	
01-513-5331 ADVERTISING	0.00	0.00	250.00	0.00	250.00	
01-513-5341 PRINTING	869.20	794.18	2,000.00	103.51	1,000.00	
01-513-5353 OTHER SERVICES & FEES	7,887.62	7,421.75	10,523.00	9,647.89	8,500.00	
01-513-5357 REFUNDS	3,076.65	3,025.25	2,000.00	1,276.50	2,000.00	
01-513-5362 ELECTRICITY	54,018.61	48,911.73	48,000.00	32,325.14	48,000.00	
01-513-5371 SERVICES/MACHINERY-EQUIP	1,399.16	4,962.98	1,900.00	703.10	2,000.00	
01-513-5392 MEMBERSHIPS & SUBSCRIPTIONS	150.00	600.00	680.00	600.00	735.00	
TOTAL OTHER SERVICES & CHARGES	111,749.13	119,463.54	132,866.00	92,912.02	108,300.00	

MATERIALS AND SUPPLIES						
01-513-5601 OFFICE SUPPLIES	6,853.41	3,235.59	5,500.00	2,696.57	6,000.00	
01-513-5610 OTHER SUPPLIES	5,983.23	4,158.02	5,227.00	3,911.30	6,000.00	
01-513-5611 UNIFORMS	0.00	648.75	1,000.00	798.00	750.00	
01-513-5613 FUEL, OIL & LUBRICANTS	9,855.75	7,791.06	8,500.00	4,095.78	8,500.00	
01-513-5617 AFTER SCHOOL PROGRAM	14,489.95	15,394.70	17,500.00	9,466.87	17,000.00	
01-513-5618 SENIOR PROGRAMS	4,880.26	3,570.14	4,000.00	3,394.22	4,000.00	
01-513-5619 TSHIRTS/TROPHIES	2,332.99	2,508.25	3,000.00	2,446.25	3,500.00	
01-513-5621 VEHICLE REPAIR & MAINT	8,775.33	10,040.77	5,000.00	3,607.12	5,000.00	
01-513-5631 SMALL TOOLS & EQUIPMENT	0.00	0.00	600.00	0.00	600.00	
TOTAL MATERIALS AND SUPPLIES	53,170.92	47,347.28	50,327.00	30,416.11	51,350.00	

01 -GENERAL FUND
 PARKS AND RECREATION
 DEPARTMENT EXPENDITURES

TWO YEARS
 PRIOR
 ACTUAL

ONE YEAR
 PRIOR
 ACTUAL

----- CURRENT YEAR -----
 ACTUAL YEAR TO DATE
 BUDGET ACTUAL

PROPOSED
 BUDGET

3
 BUDGET
 WORKSPACE

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL YEAR TO DATE BUDGET ACTUAL	PROPOSED BUDGET	BUDGET WORKSPACE
<u>CAPITAL</u>					
01-513-5914 COMPUTER EQUIP/SOFTWARE	<u>0.00</u>	<u>150.00</u>	<u>30.00</u>	<u>3,000.00</u>	
TOTAL CAPITAL	0.00	150.00	30.00	3,000.00	
TOTAL PARKS AND RECREATION	<u>892,890.50</u>	<u>921,890.56</u>	<u>984,798.00</u>	<u>980,675.00</u>	

**2016 - 2017 FISCAL BUDGET
SUPPORTING DETAIL FOR SUPPLIES AND CONTRACTUAL SERVICES**

Form No. 2

FUND NO.	DEPARTMENT	DEPT #	DEPARTMENTA	INCLUDED IN
01	Parks and Recreation	513	REQUEST	FY 17 BUDGET
ACCT CODE	JUSTIFICATION (TYPES OF COSTS INCURRED)	COST		
5301	Adult Programs Health and Fitness Fair, Mystery Dinner, adult classes, stroller class, Personal Trainer, aerobic courses supplies & equipment, Couch to 5k classes, Fun Run and 5K, children fitness classes,	\$	6,750	\$ 6,675
5302	Special Events Dad and Daughter Dance, Seussville, Easter Event & Egg Hunts, Mother Daughter sleepover, Movies in the Park, 5th and 6th grade dances, Spooktacular, Tree Fest & other events	\$	12,000	\$ 12,000
5303	Classes and Activities Babysitting course, cookie decorating, toddler time, & CPR classes. Preschool activities and nature/science classes	\$	2,000	\$ 1,500
5310	Education and Training ORPS conference, NRPA Conference for Director/Assistant Director, DHS trainings, marketing training, 9 minutes on-line staff training, child care training, CPR certifications,	\$	3,990	\$ 3,990
5326	Travel Reimbursement: NRPA Conf. for Asst. Director and Director, reimbursement for local trainings mileage.	\$	2,575	\$ 2,575
5327	Professional Services: Recreation Center software annual support \$3,500, website (on-line registration) \$7,300 phone support and service elevator agreement & inspection - \$2,800 cable TV -\$1,350, LED TV software - \$1,200 gazebo Christmas lighting - \$1,925 Other-\$1,000	\$	24,075	\$ 19,075
5330	Grounds Maintenance: Town Center and Parks	\$	-	\$ -
5331	Advertising: Newspaper activities, etc	\$	250	\$ 250
5341	Printing: Flyers/inserts, contracts, forms Brochure 1x per year printing costs \$1200 (5000/per)	\$	1,500	\$ 1,000
5353	Other Services: storage \$1100, portable toilets rentals Fitness room maintenance agreement \$1,000, fitness room repairs When to Work' software, golf cart rentals.	\$	8,500	\$ 8,500
5357	Refunds: Room rental and program refunds .	\$	2,000	\$ 2,000
5362	Electricity: parks electricity (neighborhood parks & areas) (cost increased due to new lighting at soccer parking)	\$	48,000	\$ 48,000
5371	Services/Machinery: miscellaneous services, game room, signs, elevator repairs .	\$	2,000	\$ 2,000
5392	Membership: ORPS (3 members x 45ea.), NRPA \$600 agency membership	\$	735	\$ 735

5601	Office Supplies: Key scans, Id cards, binders, Laminating supplies, card stock, smart draw software, bulletin board supplies, signs boards, posters	\$ 6,000	\$ 6,000
5610	Other Supplies: babysitting room supplies, department first aid supplies, game room supplies, sports supplies, rock wall rope & harness coffee and coffee supplies.	\$ 6,000	\$ 6,000
5611	Uniforms: T-shirts PT staff, badges, shirts for FT Staff	\$ 1,000	\$ 750
5613	Fuel, Oil, Lubricants: Van 15 gal per week, Truck 20gal per week @2.00 Senior Van 30 gallons per week.	\$ 8,500	\$ 8,500
5617	After School Programs: Field Trips, supplies (crafts, balls, etc.) camp shirt & staff shirt, whistles & lanyards , bus costs , bait for fishing derbies, crafts, snacks, cups, cell phones, mini camp supplies, 1 day activities & kids night out co-sponsor summer reading guest speakers	\$ 17,500	\$ 17,000
5618	Senior Programs: coffee, trips, pizza day, music programs, door prizes, special events, misc supplies.	\$ 4,000	\$ 4,000
5619	T-shirts & Trophies: basketball leagues, volleyball, programs, Youth Pee Wee basketball numbers have increased.	\$ 4,000	\$ 3,500
5621	Vehicle Repair & Maintenance: Vans & Trucks Tires for vehicle, upkeep & repairs .	\$ 5,000	\$ 5,000
5631	Small Tools & Equipment: weight EQ, fans, cables, walkie talkies, step stools, Toddler Time equipment, game room equipment.	\$ 600	\$ 600
5914	Computer: addition of Wi-Fi hot spots- \$2,557.66 and needed replacements	\$ 3,000	\$ 3,000
Grand Total		\$ 169,975	\$ 162,650

Prepared By: Jean Heasley , Assistant Parks & Recreation Director

2016 - 2017 FISCAL BUDGET
REQUEST FOR TRAVEL

FUND NO. DEPARTMENT
01 513 - Parks & Recreation

Position	Reason for Trip	Dates	Location	Airfare	Mileage	Hotel	Meals	Conference	Other	Total
Director	NRPA Conference	TBA	St. Louis, MO	\$550	\$0	\$500	\$175	\$0	\$65	\$1,290
Assistant Director	NRPA Conference	TBA	St. Louis, MO	550	0	500	175	0	60	\$1,285
				\$1,100	\$0	\$1,000	\$350	\$0	\$125	\$2,575

Prepared By: Jean Heasley, Assistant Parks & Recreation Director

**2016 - 2017 FISCAL BUDGET
REQUEST FOR MEMBERSHIPS AND SUBSCRIPTIONS**

FUND NO. 01 - General Fund
DEPARTMENT 513 - Parks & Recreation

NAME/TITLE	ORGANIZATION/ SUBSCRIPTION	REASON FOR MEMBERSHIP	COST
P&R Full Time Staff	NRPA Membership	Continuing Education & Certification	\$ 600
Director	Oklahoma Recreation & Parks Society	State Agency	45
Assistant Director	Oklahoma Recreation & Parks Society	State Agency	45
Sports Director	Oklahoma Recreation & Parks Society	State Agency	45
PREPARED BY:	<u>Jean Heasley, Assistant Parks & Recreation Director</u>		TOTAL COSTS: \$ <u>735</u>

01 -GENERAL FUND
 GENERAL GOVERNMENT
 DEPARTMENT EXPENDITURES

TWO YEARS PRIOR ACTUAL ONE YEAR PRIOR ACTUAL ----- CURRENT YEAR -----
 ACTUAL ACTUAL ACTUAL BUDGET YEAR TO DATE ACTUAL PROPOSED BUDGET

38
 BUDGET WORKSPACE

OTHER SERVICES & CHARGES

01-515-5311 POSTAGE	51,247.96	53,657.08	52,000.00	38,127.43	54,000.00	
01-515-5312 TELEPHONE/INTERNET	81,764.20	77,758.02	75,000.00	55,064.19	80,000.00	
01-515-5313 COPIER	27,887.30	27,906.71	28,000.00	19,812.16	28,000.00	
01-515-5317 ELECTIONS	1,423.48	6,696.24	2,992.23	1,288.64	5,000.00	
01-515-5318 ACOG	9,247.00	9,451.00	9,486.00	9,486.00	10,000.00	
01-515-5323 OKLAHOMA MUNICIPAL LEAGUE	10,988.40	10,988.40	12,696.77	12,696.77	13,000.00	
01-515-5327 PROFESSIONAL SERVICES	579.32	5,500.00	7,100.00	2,750.00	6,000.00	
01-515-5341 PRINTING	2,804.45	2,810.48	3,000.00	2,201.24	3,000.00	
01-515-5350 GENERAL LIABILITY INSURANCE	59,015.36	77,080.79	66,095.00	65,715.92	75,000.00	
01-515-5351 AUTO INSURANCE	39,953.49	22,402.77	23,615.00	23,440.31	25,000.00	
01-515-5353 OTHER SERVICES & FEES	22,606.54	22,770.58	28,000.00	21,033.64	28,000.00	
01-515-5355 BUILDING & PROPERTY INSUR	74,687.05	88,240.10	93,110.00	93,052.43	94,000.00	
01-515-5356 PUBLIC OFFICIALS LIAB	598.75	598.75	600.00	598.75	600.00	
01-515-5360 ADMINISTRATIVE COMPUTER	46,707.98	47,842.73	55,185.00	42,537.05	55,000.00	
01-515-5361 NATURAL GAS/PROPANE	2,534.42	2,095.11	2,500.00	1,191.90	2,500.00	
01-515-5362 ELECTRICITY	8,275.87	8,511.70	8,000.00	5,509.18	8,500.00	
01-515-5371 SERVICES/MACHINERY-EQUIPMEN	951.44	0.00	1,000.00	25.00	500.00	
01-515-5375 ODEM - STORM SHELTER REIMB	0.00	1,012,963.06	27,437.00	17,671.25	0.00	
01-515-5390 SPAYED/NEUTERED REFUND	250.00	175.00	400.00	0.00	100.00	
01-515-5391 MISC CONTRACTUAL SERVICES	2,977.00	2,645.00	3,000.00	2,185.00	3,000.00	
01-515-5395 SILVER STAR CONTRACT PAYABL	799,305.89	922,660.81	900,000.00	729,037.17	935,000.00	
01-515-5396 SALES TAX PAYABLE	0.00	15,111.19	10,000.00	6,527.94	13,000.00	
01-515-5397 SNOW/ICE STORM EXPENSES	0.00	0.00	52,397.00	51,330.48	5,000.00	
01-515-5398 ECONOMIC DEV INCENTIVE	0.00	33,833.31	58,000.00	37,801.02	98,000.00	
01-515-5399 RESERVE EMERGENCY & SHORTFA	0.00	0.00	0.00	0.00	0.00	
TOTAL OTHER SERVICES & CHARGES	1,243,805.90	2,451,698.83	1,519,614.00	1,239,083.47	1,542,200.00	

- 515-5311 POSTAGE PERMANENT NOTES:
Bulk postage/postage machine refills/certified mailings.
- 515-5312 TELEPHONE/INTERNET PERMANENT NOTES:
Cox telephone and internet services.
- 515-5313 COPIER PERMANENT NOTES:
Lease agreements with Standley Systems on copiers.
- 515-5317 ELECTIONS PERMANENT NOTES:
Primary and general elections.
- 515-5318 ACOG PERMANENT NOTES:
ACOG annual assessment fees.
- 515-5323 OKLAHOMA MUNICIPAL LEAGUE PERMANENT NOTES:
OML annual service fees. Services calculated on a formula

CITY OF MUSTANG
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2016

GENERAL FUND
 GENERAL GOVERNMENT
 DEPARTMENT EXPENDITURES

		TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL YEAR TO DATE BUDGET ACTUAL	PROPOSED BUDGET	BUDGET WORKSPACE
		that involves municipalities population and sales tax obtained from OTC. Provide legislature and state agencies a unified collective municipal voice.				
15-5327	PROFESSIONAL SERVICES	PERMANENT NOTES: Disclosure certificates; financial consulting; field testing, web hosting & support, and other professional services.				
15-5353	OTHER SERVICES & FEES	PERMANENT NOTES: Trend-micro renewal; inmate labor; pest control services, and code of ordinances (\$700).				
15-5356	PUBLIC OFFICIALS LIAB	PERMANENT NOTES: Public Official Bond/Notary Bond (honesty bonds for treasurer and all employees).				
15-5360	ADMINISTRATIVE COMPUTER	PERMANENT NOTES: UB & court online components \$250/month Smart Technologies (operator system maintenance and networking system) \$3,180.75/month plus other direct expenses. Incode payroll timeclock plus annual maintenance \$413.				
15-5391	MISC CONTRACTUAL SERVICES	PERMANENT NOTES: Storage rental \$230/mo and other miscellaneous contractual services.				
15-5395	SILVER STAR CONTRACT PAYABLE	PERMANENT NOTES: Original contract with Silver Star \$725,925 plus additional projects. FY16 \$61,660.42/month plus \$15k monthly avg (maintenance caps) FY17 \$62,893.63/month (2% contingency) plus \$15k monthly avg (maintenance caps)				
15-5396	SALES TAX PAYABLE	PERMANENT NOTES: Transferred from Finance Department to General Government (FY2015).				
15-5398	ECONOMIC DEV INCENTIVE	PERMANENT NOTES: Lowes final payment fiscal year 2014 (\$352,000 annually). FY17 Stage (\$4,833.35/month) \$58,000 Cash Saver (\$5,000/month starting 11/15/16) \$40,000				

GENERAL FUND		ONE YEAR		CURRENT YEAR		PROPOSED	BUDGET
DEPARTMENT EXPENDITURES		PRIOR	PRIOR	ACTUAL	YEAR TO DATE	BUDGET	WORKSPACE
		ACTUAL	ACTUAL	BUDGET	ACTUAL		
TRANSFERS							
01-516-5802	TRANSFER TO GENERAL RESERVE	0.00	2,329.22	6,000.00	0.00	7,000.00	
01-516-5803	TRANSFER TO COURT	2,157.41	3,424.69	4,200.00	2,830.32	4,000.00	
01-516-5805	TRANSFER TO PARK IMPROVEMEN	5,655.00	5,865.00	6,000.00	5,775.00	6,300.00	
01-516-5814	TRANSFER TO STREET IMPROVEM	210,000.00	312,000.00	312,000.00	156,000.00	312,000.00	
01-516-5839	TRANSFER TO LIMITED PURPOSE	0.00	0.00	20,000.00	15,692.64	15,000.00	
01-516-5868	TRANSFER TO MIA - SALES TAX	9,160,774.36	9,708,036.82	9,900,000.00	8,266,855.80	9,900,000.00	
TOTAL TRANSFERS		9,378,586.77	10,031,655.73	10,248,200.00	8,447,153.76	10,244,300.00	
01-516-5802	TRANSFER TO GENERAL RESERVE	PERMANENT NOTES: July 15, 2014 City Council approved ordinance no. 1105 adding a new article VI, hotel tax, sections 106-181 thru 106-209, providing for the levying on the rental of hotel and motel rooms within the city limits, a tax of five percent (5.0%) of the room rental rate. Sections 106-202: state that all taxes collected pursuant to this article shall be deposited into the General Fund. At the close of the fiscal year end, a transfer shall be made to earmark the funds in the General Reserve Fund.					
01-516-5803	TRANSFER TO COURT	PERMANENT NOTES: Transfer to Court Fund to cover bank and credit card fees.					
01-516-5805	TRANSFER TO PARK IMPROVEMEN	PERMANENT NOTES: Transfer to Park Improvement Fund of \$15 for per business permits remitted to city.					
01-516-5814	TRANSFER TO STREET IMPROVEM	PERMANENT NOTES: Annual street funding.					
01-516-5839	TRANSFER TO LIMITED PURPOSE	PERMANENT NOTES: Transfer of 10% sales tax (2 cents) above \$500,000. Retrictions for capital and infrastructure per resolution 05-027. Disabled in fiscal year 2014 - fund (2) dispatchers. Disabled in fiscal year 2015 - fund (1) FF/(1) PO Enable in fiscal year 2016 - overage of \$800,000.					
01-516-5868	TRANSFER TO MIA - SALES TAX	PERMANENT NOTES: The City levies a four-cent sales tax on taxable sales within the city. The entire sales tax is recorded as revenue within the General Fund. Transfer four-cents of sales tax to the Mustang Improvement Authority as required by revenue bond indenture. Two cents transferred back to the General Fund for operations.					
TOTAL TRANSFERS		9,378,586.77	10,031,655.73	10,248,200.00	8,447,153.76	10,244,300.00	

CITY OF MUSTANG
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2016

01 -GENERAL FUND

INCREASE TO FUND BALANCE

DEPARTMENT EXPENDITURES

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	BUDGET WORKSPACE
<u>INCREASE TO FUND BALANCE</u>						
01-517-5555 F.B. RESERVED FOR EMERGENCY	0.00	0.00	1,977,018.00	0.00	1,963,316.00	
TOTAL INCREASE TO FUND BALANCE	0.00	0.00	1,977,018.00	0.00	1,963,316.00	
;17-5555 F.B. RESERVED FOR EMERGENCPERMANENT NOTES:						
Compliance with article 10, section 26 of Oklahoma Constitution. Article 10, does not allow a city to create a new financial obligation after the beginning of the fiscal year.						
Fund balance carryover reserved for accrued comp absences; contracts grant match; emergencies; and commodity increases.						
;17-5555 F.B. RESERVED FOR EMERGENCCURRENT YEAR NOTES:						
\$136,684 (due to Nov/Dec 2015 ice storms)						
State reimbursement 2-3 years.						
TOTAL INCREASE TO FUND BALANCE	0.00	0.00	1,977,018.00	0.00	1,963,316.00	

-GENERAL FUND

TOWN CENTER
DEPARTMENT EXPENDITURES

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	BUDGET WORKSPACE
PERSONAL SERVICES						
01-518-5101 FULL TIME SALARIES	35,747.40	37,060.26	37,425.00	31,711.97	37,960.00	_____
01-518-5103 PART TIME/TEMPORARY	9,464.88	9,386.42	4,575.00	4,267.35	4,420.00	_____
01-518-5105 EDUCATION INCENTIVE	770.00	770.00	775.00	770.00	770.00	_____
01-518-5108 SOCIAL SECURITY (FICA)	3,337.92	3,435.16	3,275.00	2,550.97	3,305.00	_____
01-518-5111 RETIREMENT	4,133.55	4,022.68	4,500.00	3,490.48	4,570.00	_____
01-518-5112 INSURANCE	15,609.82	14,541.86	14,550.00	10,988.46	15,860.00	_____
01-518-5113 UNEMPLOYMENT INSURANCE	301.62	282.67	225.00	28.00	220.00	_____
01-518-5114 WORKERS COMP	3,259.92	0.00	500.00	420.00	325.00	_____
TOTAL PERSONAL SERVICES	72,625.11	69,499.05	65,825.00	54,227.23	67,430.00	_____
OTHER SERVICES & CHARGES						
01-518-5322 CLEANING EXPENSE	51,859.09	58,260.68	61,800.00	41,647.22	62,000.00	_____
01-518-5353 OTHER SERVICES AND FEES	1,215.27	2,043.83	2,000.00	1,581.00	2,000.00	_____
01-518-5361 NATURAL GAS	10,219.68	7,612.06	9,000.00	4,038.15	8,000.00	_____
01-518-5362 ELECTRICITY	120,054.82	123,221.82	95,000.00	73,031.32	115,000.00	_____
01-518-5371 SERVICES/MACHINERY AND EQUI	26,807.62	41,426.98	56,677.00	52,610.90	34,700.00	_____
TOTAL OTHER SERVICES & CHARGES	210,156.48	232,565.37	224,477.00	172,908.59	221,700.00	_____
MATERIALS AND SUPPLIES						
01-518-5610 JANITORIAL SUPPLIES	22,473.40	19,413.19	21,823.00	16,919.04	23,000.00	_____
01-518-5631 SMALL TOOLS & EQUIPMENT	0.00	0.00	150.00	115.42	1,000.00	_____
01-518-5664 GROUNDS/BLDG MAINT SUPPLIES	26,552.49	33,333.28	27,400.00	19,468.13	32,500.00	_____
TOTAL MATERIALS AND SUPPLIES	49,025.89	52,746.47	49,373.00	36,502.59	56,500.00	_____
TOTAL TOWN CENTER	331,807.48	354,810.89	339,675.00	263,638.41	345,630.00	=====

**2016 - 2017 FISCAL BUDGET
SUPPORTING DETAIL FOR SUPPLIES AND CONTRACTUAL SERVICES**

Form No. 2

FUND NO. 01	DEPARTMENT Town Center	DEPT # 518	DEPARTMENTAL REQUEST	INCLUDED IN FY 17 BUDGET
ACCT CODE	JUSTIFICATION (TYPES OF COSTS INCURRED)	COST		
5322	Cleaning Expense: cleaning company \$4,450 per month carpet cleaning, strip & wax floors 2x per year, deep clean restrooms		\$62,600	\$62,000
5353	Other Services All costs related to the facility and unknown repairs.		\$2,000	\$2,000
5361	Natural Gas		\$8,000	\$8,000
5362	Electricity: facility and grounds (increase to last two and a half year average)		\$115,000	\$115,000
5371	Services/Machines: Fire monitoring & inspections \$1300 year. HVAC repairs, elevator maintenance contract and state license \$3000, state law-annual fire inspection \$1400, miscellaneous facility service, HVAC PMA - \$ 3150, partition inspection - \$1000.		\$34,700	\$34,700
5610	Janitorial Supplies: monthly janitorial supplies, monthly avg. \$1,884, mops, buckets, toilet paper, paper towels, soap, disinfectant wax, buffer pads, trash sacks, vacuum bags, brooms, light bulbs.		\$23,000	\$23,000
5631	Small Tools & Equipment: vacuums, extension cords, ladders, stools, carpet cleaner, wall mounts, tools and supplies, shower curtains, paint and supplies, corner covers, and misc tools.		\$1,500	\$1,000
5664	Facility Maintenance: electrical, plumbing, HVAC, other unknowns repairs, handicap door repairs, video partition repairs, kitchen repairs, and sprinkler repairs,		\$32,500	\$32,500
Grand Total			\$279,300.00	\$278,200.00

Prepared By: Jean Heasley, Assistant Parks & Recreation Director

01 - GENERAL FUND

ALL COMPLEX

DEPARTMENT EXPENDITURES

TWO YEARS
PRIOR
ACTUAL

ONE YEAR
PRIOR
ACTUAL

----- CURRENT YEAR -----
ACTUAL YEAR TO DATE
BUDGET ACTUAL

PROPOSED
BUDGET

BUDGET
WORKSPACE

PERSONAL SERVICES

01-519-5101 FULL TIME SALARIES	0.00	21,570.40	61,850.00	37,055.86	65,670.00	
01-519-5102 OVERTIME/HOLIDAY PAY	1,986.49	4,897.63	2,000.00	430.60	2,000.00	
01-519-5103 PART TIME SALARIES	119,425.67	126,561.53	173,725.00	97,743.87	162,065.00	
01-519-5105 EDUCATION INCENTIVES	0.00	470.00	1,250.00	470.00	470.00	
01-519-5108 SOCIAL SECURITY (FICA)	9,184.82	11,353.88	18,125.00	9,704.17	17,460.00	
01-519-5111 RETIREMENT	0.00	2,549.90	7,350.00	4,317.09	7,800.00	
01-519-5112 INSURANCE	0.00	5,066.13	24,725.00	12,388.78	19,625.00	
01-519-5113 UNEMPLOYMENT INSURANCE	1,159.70	1,455.86	1,200.00	827.75	1,200.00	
01-519-5114 WORKERS COMP	9,199.92	0.00	1,000.00	830.00	700.00	
TOTAL PERSONAL SERVICES	140,956.60	173,925.33	291,225.00	163,768.12	276,990.00	

OTHER SERVICES & CHARGES

01-519-5310 EDUCATION AND TRAINING	166.00	150.00	500.00	206.95	100.00	
01-519-5326 TRAVEL	0.00	0.00	0.00	0.00	0.00	
01-519-5327 PROFESSIONAL SERVICES	4,150.00	2,541.00	4,850.00	4,021.00	4,850.00	
01-519-5340 SANCTION FEES	0.00	400.00	1,850.00	278.50	1,000.00	
01-519-5353 OTHER SERVICES & FEES	3,108.52	3,894.54	5,100.00	2,182.00	5,300.00	
01-519-5362 ELECTRICITY	24,312.98	27,644.37	30,000.00	17,465.00	40,000.00	
01-519-5371 SERVICES AND MACHINERY	0.00	4,800.00	0.00	0.00	0.00	
01-519-5381 EQUIPMENT RENTAL	0.00	1,376.06	500.00	60.00	500.00	
01-519-5391 MISC CONTRACTUAL SERVICES	6,296.32	16,078.03	4,425.00	3,850.00	4,000.00	
TOTAL OTHER SERVICES & CHARGES	38,033.82	56,884.00	47,225.00	28,063.45	55,750.00	

MATERIALS AND SUPPLIES

01-519-5610 OTHER SUPPLIES	9,320.85	21,399.66	9,500.00	5,059.00	10,000.00	
01-519-5611 UNIFORMS	250.00	0.00	250.00	25.00	250.00	
01-519-5612 JANITORIAL SUPPLIES	6,080.09	6,974.48	10,000.00	5,811.45	11,000.00	
01-519-5613 FUEL, OIL, & LUBRICANTS	5,736.96	5,193.68	6,500.00	2,576.83	5,500.00	
01-519-5615 RESALE ITEMS	0.00	4,447.13	8,000.00	3,737.05	8,000.00	
01-519-5616 CONCESSION SUPPLIES	86,149.54	93,750.91	124,075.00	49,924.85	107,500.00	
01-519-5617 CONCESSION EQ, REP, & RENTA	0.00	4,270.03	6,225.00	4,611.10	2,500.00	
01-519-5621 EQUIP, REPAIR AND MAINT.	9,812.05	12,093.51	12,000.00	9,060.01	12,500.00	
01-519-5663 FIELD MAINTENANCE SUPPLIES	25,734.83	26,027.95	30,607.00	19,767.00	32,500.00	
TOTAL MATERIALS AND SUPPLIES	143,084.32	174,157.35	207,157.00	100,572.29	189,750.00	

CAPITAL

01-519-5971 EQUIPMENT	0.00	2,205.83	1,100.00	1,050.00	0.00	
TOTAL CAPITAL	0.00	2,205.83	1,100.00	1,050.00	0.00	

TOTAL BALL COMPLEX

TOTAL BALL COMPLEX	322,074.74	407,172.51	546,707.00	293,453.86	522,490.00	
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2016 - 2017 BUDGET

REQUEST FOR CHANGE IN POSITION(S)

DEPARTMENT/NUMBER: 519

DIVISION: Ball Complex

POSITION TITLE(S): See below

RANGE/STEP: _____

YEARLY SALARY: _____

JUSTIFICATION:

Concession Manager - (range 18C to 25C) \$14.39 to \$16.56 with roll ups total \$5,653.

Groundskeeping Supervisor - (range 14B to 22B) \$12.80 to \$15.01 with roll ups total \$ 6,062

total impact - \$11,715

PREPARED BY: Jean Heasley, Parks & Recreation Assistant Director

To Be Completed By Finance:

Approved: _____

Denied: _____

Funding Source: _____

Total Costs: _____

2016 - 2017 FISCAL BUDGET
SUPPORTING DETAIL FOR SUPPLIES AND CONTRACTUAL SERVICES

Form No. 2

FUND NO.	DEPARTMENT	DEPT #	DEPARTMENTAL REQUEST	INCLUDED IN FY 17 BUDGET
01	Ball Complex	519		
ACCT CODE	JUSTIFICATION (TYPES OF COSTS INCURRED)	COST		
			\$1,900	\$100
5310	Education/Training/Memberships:			
			\$800	\$0
5326	Travel Reimbursement: certified playground, certification travel.			
			\$4,850	\$4,850
5327	Professional Services: UIC fee's for softball & flag football, POS software, training, and annual support \$1,850			
			\$1,850	\$1,000
5340	Sanction Fees: softball, flag football, and basketball			
			\$5,300	\$5,300
5353	Other Services/Fees: winterize PW/WHP concessions \$400, restrooms \$1,500, de-winterize \$1,250, ice machine service \$450 misc. concession/restroom repairs, 'When to Work' website			
			\$48,000	\$40,000
5362	Electricity: baseball & softball fields			
			\$500	\$500
5381	Equipment Rental:			
			\$4,000	\$4,000
5391	Misc. Contract Services: Scoreboards, irrigation, laser leveling lip removal			
			\$10,000	\$10,000
5610	Other Supplies: outdoor sports: trophies, T-shirts, chalk, logo painting, flag Football equip., field marking kits, chalk trophies, T-shirts (softball 200/season x 3 60/tourney x 6) (football 50/season x 2)			
			\$250	\$250
5611	Uniforms: concession staff			
			\$11,000	\$11,000
5612	Janitorial/Non-resale items			
			\$6,500	\$5,500
5613	Fuel, Oil, Lubricants: gas 15 gal x 45 weeks @ \$ = \$ Diesel 10 gal x 45 weeks @ \$ = \$ oil changes 4 x \$			
			\$8,000	\$8,000
5615	Resale Items: Softballs and Equipment			
			\$122,500	\$107,500
5616	Concession Supplies			
			\$2,500	\$2,500
5617	Concession Equipment Repairs & Rentals			
			\$13,500	\$12,500
5621	Equipment Repair/Maintenance: scoreboard parts, John Deere parts, weed eaters, blowers, water jugs, fence/gate hinges, irrigation, misc. repairs (increase due to baseball) additional and aging equipment			
			\$32,500	\$32,500
5663	Field Maintenance Supplies: soccer/WHP fertilizer \$2500, infield products \$5000, mound covers \$1500, misc. supplies (hand tools, water hoses, zip ties, etc.) \$1000, chemicals \$750, paint \$4500, plus miscellaneous Cost of spraying along with top dressing outfields and infields			
			\$273,950	\$245,500
Grand Total				

Prepared By: Jean Heasley, Assistant Parks & Recreation Director

1 -GENERAL FUND

DEPARTMENT EXPENDITURES	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	BUDGET WORKSPACE 48
PERSONAL SERVICES						
01-520-5102 OVERTIME/HOLIDAY PAY	467.07	509.09	2,500.00	1,092.86	2,500.00	
01-520-5103 PART TIME/TEMPORARY	163,241.58	162,038.37	159,016.00	111,956.36	159,250.00	
01-520-5108 SOCIAL SECURITY	12,143.51	12,235.21	12,375.00	8,648.33	12,375.00	
01-520-5112 INSURANCE	0.00	9.00	234.00	90.00	0.00	
01-520-5113 UNEMPLOYMENT INSURANCE	1,702.09	1,628.59	1,625.00	1,048.43	1,625.00	
01-520-5114 WORKERS COMP	11,949.96	0.00	400.00	330.00	250.00	
TOTAL PERSONAL SERVICES	189,504.21	176,420.26	176,150.00	123,165.98	176,000.00	
OTHER SERVICES & CHARGES						
01-520-5302 SPECIAL EVENTS	684.00	1,060.30	700.00	613.00	700.00	
01-520-5310 EDUCATION AND TRAINING	2,027.60	1,678.88	1,900.00	893.75	1,900.00	
01-520-5312 TELEPHONE	0.00	0.00	0.00	0.00	0.00	
01-520-5326 TRAVEL	0.00	0.00	1,170.00	627.39	750.00	
01-520-5353 OTHER SERVICES AND FEES	2,562.82	26,523.32	3,000.00	750.00	4,900.00	
01-520-5362 ELECTRICITY	11,126.16	11,390.76	11,000.00	7,606.22	11,000.00	
01-520-5371 SERVICES AND MACHINERY	12,138.49	17,434.95	10,000.00	2,202.50	12,500.00	
01-520-5381 RENTAL OF EQUIPMENT	0.00	0.00	0.00	0.00	500.00	
TOTAL OTHER SERVICES & CHARGES	28,539.07	58,088.21	27,770.00	12,692.86	32,250.00	
520-5353 OTHER SERVICES AND FEES						
						PERMANENT NOTES: FY2015 pool leak repairs.
MATERIALS AND SUPPLIES						
01-520-5610 OTHER SUPPLIES - CHEMICALS	10,403.89	12,447.42	13,000.00	7,368.12	13,000.00	
01-520-5611 UNIFORMS	825.00	825.00	1,145.00	100.00	950.00	
01-520-5612 JANITORIAL SUPPLIES	1,542.54	1,453.30	0.00	0.00	0.00	
01-520-5613 FUEL, OIL, LUBRICANTS	0.00	0.00	50.00	0.00	50.00	
01-520-5614 CLEANING SUPPLIES	121.15	318.65	2,000.00	0.00	2,000.00	
01-520-5616 CONCESSION SUPPLIES	19,085.44	20,850.58	45.00	43.29	0.00	
01-520-5619 T-SHIRTS & TROPHIES	291.88	179.25	500.00	82.63	500.00	
01-520-5631 SMALL TOOLS/EQUIPMENT	2,010.75	2,204.95	2,500.00	1,054.74	2,500.00	
TOTAL MATERIALS AND SUPPLIES	34,280.65	38,279.15	19,240.00	8,648.78	19,000.00	
TOTAL AQUATICS	252,323.93	272,787.62	223,160.00	144,507.62	227,250.00	
*** TOTAL EXPENDITURES ***	252,323.93	272,787.62	223,160.00	144,507.62	227,250.00	

**2016 - 2017 FISCAL BUDGET
SUPPORTING DETAIL FOR SUPPLIES AND CONTRACTUAL SERVICES**

Form No. 2

FUND NO.	DEPARTMENT	DEPT #	DEPARTMENTAL REQUEST	INCLUDED IN FY 17 BUDGET
01	Aquatics	520		
ACCT CODE	JUSTIFICATION (TYPES OF COSTS INCURRED)	COST		
5302	Special Events: late night swim, jr. guard events, Monday nights.		\$700	\$700
5310	Education and Training: Red Cross fees & training materials, staff trainings, DVD for swim instructors & guards, CPO course for manager/assistant managers, education seminar for manager and assistant managers		\$1,900	\$1,900
5326	Travel Reimbursement: pool conference, junior guard competition		\$1,170	\$750
5253	Other Services & Fees: OK State License, rental of Redlands for training, certification of lifeguard instructors, lifeguard games registration, pre-season repairs, when to work scheduling, splash radio		\$4,900	\$4,900
5362	Electricity		\$11,000	\$11,000
5371	Services and Machinery: pump repairs, opening and winterizing of plumbing and concession, funbrella repairs, misc. repairs, painting of fence and metal awnings		\$12,500	\$12,500
5381	Equipment Rental: portable light for events		\$500	\$500
5610	Other Supplies - Chemicals: chlorine, acid, & testing supplies		\$14,000	\$13,000
5611	Uniforms: shirts and whistles for pool staff		\$950	\$950
5613	Fuel		\$50	\$50
5614	Cleaning Supplies: hoses, nozzles, brushes, sprayers, first aid squeegees, & brooms.		\$2,000	\$2,000
5619	T-Shirts and Trophies: swim team medals, ribbons, & caps.		\$500	\$500
5631	Small Tools and Equipment: rescue tubs, safety ropes, deck paint, supplies for opening, swim lesson equipment, lifejackets signage, & umbrella stands.		\$2,500	\$2,500
			\$52,670	\$51,250

Prepared By: Jean Heasley, Assistant Parks & Recreation Director

2016 - 2017 FISCAL BUDGET
REQUEST FOR TRAVEL

FUND NO. DEPARTMENT
01 520 - Aquatics

Position	Reason for Trip	Dates	Location	Airfare	Mileage	Hotel	Meals	Conference	Other	Total
Aquatic Managers Assistant Director	Aquatic Required Certification	17-Feb	Texas	\$0	\$200	\$300	\$150	\$0	\$100	\$750
				\$0	\$200	\$300	\$150	\$0	\$100	\$750

Prepared By: Jean Heasley, Assistant Parks & Recreation Director

-GENERAL FUND

FINANCE DEPARTMENT EXPENDITURES	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	BUDGET WORKSPACE
PERSONAL SERVICES						
01-521-5101 FULL TIME SALARIES	299,586.40	359,962.49	394,000.00	309,445.62	382,370.00	
01-521-5102 OVERTIME/HOLIDAY PAY	309.63	0.00	750.00	0.00	0.00	
01-521-5105 EDUCATION INCENTIVE	2,240.00	2,360.00	2,375.00	1,590.00	2,240.00	
01-521-5108 SOCIAL SECURITY (FICA)	22,390.86	26,786.43	28,750.00	22,167.73	28,965.00	
01-521-5111 RETIREMENT	34,175.98	38,355.43	43,300.00	32,633.83	44,640.00	
01-521-5112 INSURANCE	57,667.39	66,612.50	80,100.00	47,989.03	69,575.00	
01-521-5113 UNEMPLOYMENT INSURANCE	1,157.26	1,278.11	1,450.00	168.52	1,225.00	
01-521-5114 WORKERS COMP	4,924.92	0.00	1,000.00	830.00	600.00	
TOTAL PERSONAL SERVICES	422,452.44	495,354.96	551,725.00	414,824.73	529,615.00	
OTHER SERVICES & CHARGES						
01-521-5310 EDUCATION AND TRAINING	3,480.02	1,590.39	4,250.00	1,580.28	4,750.00	
01-521-5325 MILEAGE REIMBURSEMENT	246.91	180.32	0.00	0.00	100.00	
01-521-5326 TRAVEL	30.25	325.52	1,550.00	226.30	2,080.00	
01-521-5327 PROFESSIONAL SERVICES	4,642.50	855.50	5,000.00	487.00	3,000.00	
01-521-5331 ADVERTISING/LEGALS	80.38	0.00	200.00	0.00	50.00	
01-521-5341 PRINTING	14,805.17	16,319.40	15,700.00	1,845.53	16,000.00	
01-521-5353 OTHER SERVICES & FEES	6,830.09	13,185.02	23,000.00	14,544.20	22,000.00	
01-521-5355 BANK FEES	10,139.48	12,302.69	12,000.00	12,437.45	13,000.00	
01-521-5371 SERVICES/MACHINERY-EQUIPMEN	13,500.27	10,965.38	11,000.00	8,350.05	13,000.00	
01-521-5392 MEMBERSHIPS & SUBSCRIPTIONS	472.50	1,045.00	1,130.00	550.00	1,130.00	
TOTAL OTHER SERVICES & CHARGES	54,227.57	56,769.22	73,830.00	40,020.81	75,110.00	
MATERIALS AND SUPPLIES						
01-521-5601 OFFICE SUPPLIES	111.68	885.85	1,000.00	634.62	1,000.00	
01-521-5610 OTHER SUPPLIES	197.80	438.82	1,000.00	243.05	500.00	
01-521-5613 FUEL, OIL & LUBRICANTS	81.90	122.82	500.00	98.59	500.00	
01-521-5621 VEHICLE REPAIR & MAINT	0.00	15.00	245.00	240.22	0.00	
01-521-5631 SMALL TOOLS/EQUIPMENT	447.96	375.00	1,255.00	560.47	1,000.00	
TOTAL MATERIALS AND SUPPLIES	839.34	1,837.49	4,000.00	1,776.95	3,000.00	
CAPITAL						
01-521-5971 SERVICES/EQUIPMENT	0.00	0.00	5,300.00	1,449.32	1,000.00	
TOTAL CAPITAL	0.00	0.00	5,300.00	1,449.32	1,000.00	
TOTAL FINANCE	477,519.35	553,961.67	634,855.00	458,071.81	608,725.00	

**2016 - 2017 FISCAL BUDGET
SUPPORTING DETAIL FOR SUPPLIES AND CONTRACTUAL SERVICES**

FUND NO.	DEPARTMENT	DEPT #	DEPARTMENTAL REQUEST	INCLUDED IN FY 17 BUDGET
01	Finance	521		
ACCT CODE	JUSTIFICATION (TYPES OF COSTS INCURRED)		COST	
5310	Education and Training Tuition reimbursement (1 employee @ 3 semesters @ \$700); 1 employee - 2 semesters @ 700) Mandatory 'limited Municipal Criminal Court of Record' training HB58		\$4,750	\$4,750
5325	Mileage Reimbursement See details on 'Travel' form.		\$100	\$100
5326	Travel Reimbursement See details on 'Travel' form (certification only)		\$2,080	\$2,080
5327	Professional Services Audit preparation (CAFR); GASB compliance and financial consulting; GASB 45 actuarial study. Interpreter court services \$300.		\$4,000	\$3,000
5331	Advertising/Legals Publication notices (budget; indebtedness; audit; CAFR)		\$50	\$50
5341	Printing Letterhead, business cards, fall/spring clean up flyers, misc flyers, utility billing forms and envelopes, compliance notices, 1099/W2 forms; checks.		\$17,000	\$16,000
5353	Other Services & Fees Annual maintenance for handhelds; annual software maintenance (UB; AR; AP; PR; FA; CT); CAFR application \$435, document shredding, technical SW support. Added \$6,400 (Court-Incode Annual Fees); software installs.		\$22,000	\$22,000
5355	Bank Fees Merchant statement fees, analysis fees, check orders; and stop pays.		\$13,000	\$13,000
5371	Services/Machinery-Equipment (2) Sorter/inserter billing lease \$8500; SUV vehicle repairs repairs; maintenance on receipt printers/copiers. Repairs to computers, receipt machines, surge protectors, printers, copiers, data lines, check signer and hand-held's.		\$13,000	\$13,000
5392	Membership & Subscriptions See details on 'Memberships' form.		\$1,130	\$1,130
5601	Office Supplies Supplies used for day-to-day operations.		\$1,000	\$1,000
5610	Other Supplies Payroll and other checks; self-inking stamps; shredder oil; and key scan cards.		\$1,000	\$500
5613	Fuel, Oil & Lubricants Fuel for departmental vehicle		\$500	\$500
5631	Small Tools/Equipment Replacement of tools and equipment		\$1,500	\$1,000
5791	Services/Equipment Repairs to existing equipment		\$2,000	\$1,000
Grand Total			\$83,110	\$79,110

Prepared By: Janet Watts, Finance Director

Form No. 3

2016 - 2017 FISCAL BUDGET
REQUEST FOR TRAVEL

FUND NO. 01
DEPARTMENT 521 - Finance

Position	Reason for Trip	Dates	Location	Airfare	Mileage	Hotel	Meals	Conference	Total
Finance Staff	Miscellaneous	Varies		0	100	0	0	0	\$100
Court Clerk	OMCCA Court - Spring (4-day) - Certification	May	Stillwater, OK	0	0	270	80	235	\$585
Finance Director	OMCT Institute - Fall (5-day) - Certification	October	Stillwater, OK	0	0	360	100	200	\$660
Finance Director	OMCT Institute - Spring (5-day) - Certification	February	Stillwater, OK	0	0	360	100	375	\$835
				\$0	\$100	\$990	\$280	\$810	\$2,180

Prepared By: Janet Watts, Finance Director

2016 - 2017 FISCAL BUDGET
REQUEST FOR MEMBERSHIPS AND SUBSCRIPTIONS

FUND NO. 01 - General Fund
DEPARTMENT 521 - Finance

NAME/TITLE	ORGANIZATION/ SUBSCRIPTION	REASON FOR MEMBERSHIP	COST
Janet Watts/Finance Director	Association of Public Treasurers US & Canada	Membership for certification	\$ 195
Tammi Noblitt/City Treasurer	Association of Public Treasurers US & Canada	Membership for certification	90
City of Mustang	Government Finance Officers Association	Annual requirement to receive GFOA Award	190
City of Mustang	Government Finance Officers Association	Annual achievement award application	435
Finance Department	Mustang Times	Annual subscription	20
Janet Watts/Finance Director	Oklahoma Municipal Clerks/Treasurer Financial Officers Association	Annual dues for certification	30
Tammi Noblitt/City Treasurer	Oklahoma Municipal Clerks/Treasurer Financial Officers Association	Annual dues for certification	30
Gayla Early/Court Clerk	Oklahoma Municipal Court Clerk Association	Membership for certification	55
Finance Department	Sam's Club	Membership for purchasing - department only	35
Gayla Early/Court Clerk	Secretary of State	Notary publication fee	25
Angela Hall/Deputy Court Clerk	Secretary of State	Notary publication fee	25
PREPARED BY:	<u>Janet Watts, Finance Director</u>	TOTAL COSTS:	<u>\$ 1,130</u>

01 -GENERAL FUND

COMMUNITY DEVELOPMENT

DEPARTMENT EXPENDITURES

	TWO YEARS	ONE YEAR	----- CURRENT YEAR -----		PROPOSED	55 BUDGET WORKSPACE
	PRIOR ACTUAL	PRIOR ACTUAL	ACTUAL BUDGET	YEAR TO DATE ACTUAL		
PERSONAL SERVICES						
01-531-5101 FULL TIME SALARIES	338,666.38	301,729.46	317,800.00	257,121.31	316,895.00	
01-531-5102 OVERTIME/HOLIDAY PAY	0.00	0.00	1,275.00	0.00	0.00	
01-531-5103 PART TIME/TEMPORARY	310.00	7,438.25	12,828.00	0.00	0.00	
01-531-5105 EDUCATION INCENTIVE	1,420.00	650.00	650.00	650.00	1,420.00	
01-531-5108 SOCIAL SECURITY (FICA)	25,191.21	23,140.56	25,150.00	18,279.48	24,355.00	
01-531-5111 RETIREMENT	38,537.41	32,198.36	37,600.00	27,476.98	37,530.00	
01-531-5112 INSURANCE	61,529.65	54,537.40	62,075.00	45,369.73	66,485.00	
01-531-5113 UNEMPLOYMENT INSURANCE	1,084.01	920.86	1,025.00	252.82	1,045.00	
01-531-5114 WORKERS COMP	8,550.00	0.00	1,500.00	1,250.00	1,000.00	
TOTAL PERSONAL SERVICES	475,288.66	420,614.89	459,903.00	350,400.32	448,730.00	
OTHER SERVICES & CHARGES						
01-531-5310 EDUCATION/TRAINING	1,776.00	766.50	2,560.00	1,334.00	2,560.00	
01-531-5312 TELEPHONE	3,981.60	3,281.31	3,000.00	2,014.17	3,000.00	
01-531-5325 MILEAGE REIMBURSEMENT	296.74	90.85	100.00	0.00	500.00	
01-531-5326 TRAVEL	779.09	730.70	2,560.00	1,369.81	2,560.00	
01-531-5330 MOWING SERVICES	10,179.00	4,945.00	10,550.00	3,111.00	11,050.00	
01-531-5341 PRINTING	824.65	1,089.70	1,000.00	817.31	1,000.00	
01-531-5353 OTHER SERVICES & FEES	4,425.92	5,672.00	8,600.00	5,455.96	5,500.00	
01-531-5371 SERVICES/MACHINERY-EQUIPMEN	269.95	268.00	500.00	123.29	500.00	
01-531-5392 MEMBERSHIPS & SUBSCRIPTIONS	991.00	528.00	1,030.00	954.00	1,135.00	
TOTAL OTHER SERVICES & CHARGES	23,523.95	17,372.06	29,900.00	15,179.54	27,805.00	
01-531-5353 OTHER SERVICES & FEES						
PERMANENT NOTES: Offset 01-43161 state permit fee.						
MATERIALS AND SUPPLIES						
01-531-5601 OFFICE SUPPLIES	2,268.24	2,432.56	2,500.00	1,987.94	2,500.00	
01-531-5609 PUBLICATIONS	736.65	1,177.93	1,900.00	1,156.40	1,500.00	
01-531-5610 OTHER SUPPLIES	92.28	288.99	300.00	109.00	300.00	
01-531-5611 UNIFORMS	466.71	0.00	600.00	595.11	600.00	
01-531-5613 FUEL, OIL & LUBRICANTS	9,004.78	6,519.32	8,800.00	3,274.51	8,600.00	
01-531-5621 VEHICLE REPAIR & MAINT	3,791.04	6,970.49	3,200.00	1,008.89	1,500.00	
01-531-5631 SMALL TOOLS/EQUIPMENT	153.25	400.31	600.00	531.38	300.00	
TOTAL MATERIALS AND SUPPLIES	16,512.95	17,789.60	17,900.00	8,663.23	15,300.00	
CAPITAL						
01-531-5914 COMPUTER EQUIP/SOFTWARE	0.00	515.00	0.00	0.00	0.00	
01-531-5971 SERVICES/EQUIPMENT	18,000.00	0.00	0.00	0.00	0.00	
TOTAL CAPITAL	18,000.00	515.00	0.00	0.00	0.00	
TOTAL COMMUNITY DEVELOPMENT	533,325.56	456,291.55	507,703.00	374,243.09	491,835.00	

2016 - 2017 FISCAL BUDGET
SUPPORTING DETAIL FOR SUPPLIES AND CONTRACTUAL SERVICES

Form No. 2

FUND NO.	DEPARTMENT	DEPT #	DEPARTMENTAL REQUEST	INCLUDED IN FY 17 BUDGET
01	Community Development	531		
ACCT CODE	JUSTIFICATION (TYPES OF COSTS INCURRED)	COST		
5310	Education/Training Various fees for the classes, seminars and workshops that allow department personnel to earn the continuing education units necessary to retain OCIB, ODEQ, APA, OWRB and ODOC licensing and accreditation.		\$2,560	\$2,560
5312	Telephone Funds cover department's mobile phones (4) and field internet service.		\$3,000	\$3,000
5325	Mileage Reimbursement <u>See details on 'Travel' form.</u>		\$500	\$500
5326	Travel Reimbursement <u>See details on 'Travel' form.</u>		\$2,560	\$2,560
5330	Mowing Services Includes ALL abatement costs (mowing, trash removal and more)		\$11,050	\$11,050
5341	Printing Cost of printing business forms, cards, etc.		\$1,000	\$1,000
5353	Other Services & Fees This account funds fees paid to the OUBCC.		\$5,500	\$5,500
5371	Services/Machinery - Equipment This will provide equipment for our inspectors		\$500	\$500
5392	Memberships & Subscriptions <u>See details on 'Membership & Subscriptions' form.</u>		\$1,135	\$1,135
5601	Office Supplies Printer cartridges, paper, envelopes, etc.		\$2,500	\$2,500
5609	Publications Required public notices are paid from this account.		\$1,500	\$1,500
5610	Other Supplies For uncategorized expenses.		\$300	\$300
5611	Uniforms Annual allowance to outfit 4 field personnel, 1 clerk		\$600	\$600
5613	Fuel, Oil & Lubricants Fuel, oil, coolant and other fluids for fleet maintenance.		\$8,800	\$8,600
5621	Vehicle Repair & Maintenance Parts, labor and supplies for our 2 old trucks and 1 middle aged one.		\$4,000	\$1,500
5631	Small Tools/Equipment Various tools and equipment used for office work and inspection operations.		\$300	\$300
Grand Total			\$45,805	\$43,105

Prepared By: Melissa Helsel, Community Development Director

**2016 - 2017 FISCAL BUDGET
REQUEST FOR TRAVEL**

Form No. 3

FUND NO. 01 DEPARTMENT 531 - Community Development

Position	Reason for Trip	Dates	Location	Airfare	Mileage	Hotel	Meals	Misc	Total
Code Enf. Off.	OK Code Enf. Assn. Fall Conf.	Sep-16	TBD			200	60	30	290
Code Enf. Off.	Ok Code Enf. Assn. Spring Conf.	Feb-17	TBD			200	60	30	290
Building Inspctrs.	Building code conferences	Nov-16	OKC, OK				45		45
Building Inspctrs.	Building code conferences	Apr-17	OKC, OK				45		45
Director	Oklahoma Planning Assn. Wkshp.	Oct-16	TBD			300	120	15	435
City Planner	Oklahoma Planning Assn. Wkshp.	Oct-16	TBD			300	120	15	435
Director	OWRB Floodplain Training	May-16	Norman, OK				15	5	20
CDD Staff	Other professional training	TBD	TBD		500		90	100	690
Director	OK Municipal League Conf.	Sep-16	Tulsa, OK			250	45	15	310
Director	OML Retail Summit	Apr-17	MWC, OK				45	15	60
Director	ICSC Events/Econ Dev. Events	TBD	TBD			300	120	20	440
									0
				0	500	1,550	765	245	3,060

Prepared By: Melissa Helsel, Community Development Director

**2016 - 2017 FISCAL BUDGET
REQUEST FOR MEMBERSHIPS AND SUBSCRIPTIONS**

FORM 4

FUND NO. 01 - General Fund
DEPARTMENT 531 - Community Development

NAME/TITLE	ORGANIZATION/ SUBSCRIPTION	REASON FOR MEMBERSHIP	COST
Sharon Hutson	Okla. Code Enforcement Assn.	Professional membership	\$ 45
Sharon Hutson	Oklahoma Const. Ind. Board	Relicensing	35
Melissa Helsel	American Planning Association	Professional membership	370
Morgan Shepard	American Planning Association	Professional membership	205
Jerry Calloway	SW Const. Codes Council	Building code education	35
Ron Harness	SW Const. Codes Council	Building code education	35
City of Mustang	International Code Council	Building code education	300
Jerry Calloway	Oklahoma Const. Ind. Board	Relicensing	35
Ron Harness	Oklahoma Const. Ind. Board	Relicensing	35
CDD Staff	Mustang News	Subscription	20
CDD Staff	Mustang Times	Subscription	20
PREPARED BY: <u>Melissa Helsel, Community Development Director</u>		TOTAL COSTS: \$	<u>1,135</u>

01 -GENERAL FUND

POLICE
DEPARTMENT EXPENDITURES

TWO YEARS ONE YEAR ----- CURRENT YEAR -----
PRIOR PRIOR ACTUAL YEAR TO DATE
ACTUAL ACTUAL BUDGET ACTUAL
PROPOSED
BUDGET

59 BUDGET
WORKSPACE

PERSONAL SERVICES

01-541-5101 FULL TIME SALARIES	1,640,325.12	1,717,307.12	1,826,090.00	1,488,108.52	1,822,480.00	
01-541-5102 OVERTIME/HOLIDAY PAY	50,549.19	49,265.13	52,000.00	51,612.87	52,000.00	
01-541-5105 EDUCATION INCENTIVE	7,490.00	8,140.00	8,970.00	8,790.00	9,440.00	
01-541-5108 SOCIAL SECURITY (FICA)	126,184.14	131,959.06	141,850.00	110,586.33	144,120.00	
01-541-5111 RETIREMENT	204,674.06	213,528.21	235,400.00	180,219.66	239,145.00	
01-541-5112 INSURANCE	312,705.12	320,259.60	339,900.00	254,746.44	387,010.00	
01-541-5113 UNEMPLOYMENT INSURANCE	5,767.64	5,889.74	5,625.00	5,254.59	5,770.00	
01-541-5114 WORKERS COMP	97,320.14	0.00	13,960.00	11,630.00	9,140.00	
TOTAL PERSONAL SERVICES	2,445,015.41	2,446,348.86	2,623,795.00	2,105,948.41	2,669,105.00	

OTHER SERVICES & CHARGES

01-541-5310 EDUCATION & TRAINING	2,888.00	3,058.80	3,600.00	2,285.00	8,300.00	
01-541-5322 CLEANING SERVICES	15,690.00	16,340.00	18,000.00	11,625.00	19,238.00	
01-541-5326 TRAVEL	551.52	175.75	650.00	435.30	650.00	
01-541-5327 PROFESSIONAL SERVICES	1,000.00	825.00	1,250.00	225.00	975.00	
01-541-5338 LABOR RELATIONS	525.00	181.06	525.00	102.43	525.00	
01-541-5339 COMMUNITY RELATIONS	800.00	1,400.03	4,350.00	2,343.84	0.00	
01-541-5341 PRINTING	634.88	357.37	1,690.00	117.12	1,690.00	
01-541-5353 OTHER SERVICES & FEES	10,459.81	10,749.46	14,310.00	6,413.20	14,310.00	
01-541-5360 COMPUTER MAINTENANCE	5,907.06	8,356.89	9,410.00	6,500.00	12,698.00	
01-541-5361 NATURAL GAS	11,470.05	8,507.20	9,000.00	5,238.42	9,000.00	
01-541-5362 ELECTRICITY	46,061.96	50,670.88	44,310.00	33,658.38	44,310.00	
01-541-5371 SERVICES/MACHINERY-EQUIPMEN	38,441.20	51,915.57	44,389.00	31,402.94	41,976.00	
01-541-5381 RENTAL OF EQUIPMENT (OLETS)	4,200.00	4,200.00	4,200.00	3,150.00	4,200.00	
01-541-5392 MEMBERSHIPS & SUBSCRIPTIONS	1,636.94	838.35	1,927.00	545.52	1,120.00	
01-541-5393 FORFEITURE SHARING	11,646.95	0.00	0.00	0.00	0.00	
TOTAL OTHER SERVICES & CHARGES	151,913.37	157,576.36	157,611.00	104,042.15	158,992.00	

MATERIALS AND SUPPLIES

01-541-5601 OFFICE SUPPLIES	672.30	644.11	1,225.00	614.29	1,225.00	
01-541-5610 OTHER SUPPLIES	5,786.20	7,788.02	7,525.00	4,504.13	7,525.00	
01-541-5611 UNIFORMS	16,546.55	6,963.13	14,251.00	3,855.58	10,625.00	
01-541-5612 UNIFORM CLEANING	2,359.00	3,077.00	4,500.00	1,874.50	4,000.00	
01-541-5613 FUEL, OIL & LUBRICANTS	59,517.64	49,646.92	55,265.00	27,407.60	48,000.00	
01-541-5621 VEHICLE REPAIR & MAINT	43,545.10	31,335.90	33,600.00	10,615.68	30,000.00	
01-541-5622 911 COMMUNICATIONS	5,689.72	4,369.96	9,940.00	3,397.78	7,550.00	
01-541-5624 STATE/LOCAL JAIL FUND	13,532.07	16,272.35	16,164.00	11,404.37	14,515.00	
01-541-5626 AMMUNITION/RANGE	14,269.05	18,229.33	18,965.00	15,437.70	17,465.00	
01-541-5627 RESERVE OFFICER PROGRAM	0.00	0.00	1,000.00	0.00	0.00	
01-541-5628 TACTICAL TEAM	2,850.39	5,497.08	5,500.00	3,577.56	4,500.00	
01-541-5664 BUILDING MAINTENANCE	15,270.40	20,880.15	20,115.00	8,140.49	18,000.00	
TOTAL MATERIALS AND SUPPLIES	180,038.42	164,703.95	188,050.00	90,829.68	163,405.00	

01-5624 STATE/LOCAL JAIL FUND PERMANENT NOTES:

01 -GENERAL FUND

POLICE

DEPARTMENT EXPENDITURES

TWO YEARS ONE YEAR ----- CURRENT YEAR -----
 PRIOR PRIOR ACTUAL YEAR TO DATE
 ACTUAL ACTUAL BUDGET ACTUAL

PROPOSED
 BUDGET

60 BUDGET
 WORKSPACE

Reconciles to state and local jail revenues.

CAPITAL

01-541-5971 SERVICES/EQUIPMENT	47,714.47	8,714.50	20,250.00	20,250.00	0.00
TOTAL CAPITAL	47,714.47	8,714.50	20,250.00	20,250.00	0.00

541-5971 SERVICES/EQUIPMENT

PERMANENT NOTES:
 Fiscal year 2014 vehicle repairs due to May 2013 storms.

TOTAL POLICE	2,824,681.67	2,777,343.67	2,989,706.00	2,321,070.24	2,991,502.00
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2016 - 2017 FISCAL BUDGET
SUPPORTING DETAIL FOR SUPPLIES AND CONTRACTUAL SERVICES

Form No. 2

FUND NO.	DEPARTMENT	DEPT #	DEPARTMENTAL REQUEST	INCLUDED IN FY 17 BUDGET
01	Police	541		
ACCT CODE	JUSTIFICATION (TYPES OF COSTS INCURRED)	COST		
5310	Training and Education		\$8,300	\$8,300
	Training Courses	\$2,000		
	Tuition Reimbursement for College Courses	\$6,300		
	<p>\$4700.00 INCREASE: The police department is currently required by law to have every officer attend twenty-five (25) hours of continuing education annually. The state also requires officers to receive two (2) hours of mental health training annually. There is also need for training of civilian employees & dispatcher/jailers. The department always attempts to exceed state requirements to keep all employees up to date on new and changing laws and techniques. Specialized courses require the payment of tuition. Tuition costs vary considerably but most run from \$250.00 to \$700.00 per school. All intoxilyzer certified officers have to recertify annually. The Dept. of Public Safety charges \$12.00 per officer for that recertification. The city has a tuition reimbursement program for employees attending college. The maximum annual reimbursement allowance per employee is \$2100.00. Management must plan for three employees to seek the maximum reimbursement in FY17.</p>			
5322	Cleaning Services		\$19,999	\$19,238
	Annual Professional Cleaning Services	\$18,478		
	Incidental Cleaning Costs-Carpet & Strip and Wax	\$410		
	Outside / Inside Window Cleaning 2X/Year	\$350		
	<p>The current vendor, Alliance has been providing this service for several years. A 3% increase is being applied since a re-negotiated agreement may include an equal or greater increase to all services. The incidental cleaning costs-Carpet, Strip and Wax & Window Cleaning are also increased 3%. These services allow the City of Mustang, through the Police Department to project a professional image and instill a high degree of public confidence. This funding also insures that the facility will always be clean for the public. The funding also ensures the jail facility meets state inspection requirements. Incidental & window cleaning reduced 50% \$760 (4/15/16).</p>			
5326	Travel		\$650.00	\$650.00
	<p>NO CHANGE: The department pays for lodging and per diem for employees who have to travel to training in Oklahoma. The department also pays for lodging and per diem for employees who have to travel out-of-state for training. Out-of-state training is extremely limited and is only applicable for training which is necessary and can not be found in Oklahoma.</p>			
5327	Professional Services		\$1,275	\$975
	Psychologists Fee (1 X \$200)	\$0		
	Required MMPI Testing (1 X \$100.00)	\$0		
	Polygraph Fee (1 X \$225.00)	\$225		
	Pension Physical (1 X \$750.00)	\$750		
	<p>\$25.00 Increase: The department is required from time to time to send officers to qualified psychologists for fitness evaluations after critical incidents. The department also pays for polygraph examinations, which increased \$25.00/test and psychological testing for new hire officers and for examinations of individuals suspected in crimes. The department is also required to pay for pension physicals for each new hire officer when necessary. The department has a number of officers eligible for retirement opening the possibility for hiring new officer(s). Psychologist fee & MMPI removed \$300 (4/15/16)</p>			
5338	Labor Relations		\$525	\$525
	<p>NO CHANGE: The department from time to time incurs expenses related to bargaining agreement and other issues. These funds will be used to cover those expenses along with providing funding to maintain a good working relationship. Such expenses could include providing food for regular meetings between management, bargaining group officials and other professionals.</p>			

5341	Printing		\$1,690	\$1,690
	Call & Business Cards			
	Letterhead, Envelopes & Business Forms			
	Certificates and Awards			
	General Printing Costs	\$1,690		
	<i>NO CHANGE:</i> The police department purchases call cards and traffic cards for the City of Mustang. The department also purchases department letterhead, business cards for all sworn staff and key non-sworn staff, and forms necessary to conduct daily operations. As the number of calls for service and traffic stops rise, the use of the calls cards increases as well.			
5353	Other Services & Fees		\$14,470	\$14,310
	Wireless Data Charges	\$9,410		
	Cellular Phone (1 X \$33.50 a month)	\$402		
	Funds For use of Cellular Phone (.30 a minute X 400)	\$120		
	Photo-Video Costs	\$530		
	Court Filing Fee's	\$500		
	Notary Fee's	\$248		
	Pike Pass Fees	\$100		
	Mobile Cop Licensing	\$3,000		
	<i>The department also requires a cell phone for emergency use in the communications center for use during loss of telephone service and is used by department hostage negotiators during an incident. The department is also responsible for court filing fee's when asking for property conversion or destruction orders. The department has nine notary publics that need to have their seals renewed regularly. This amount includes additional fees for increased staff in dispatch. The pike pass is utilized for official business travel.</i>			
5360	Computer Maintenance-CPS, Access Data, etc.		\$13,118	\$12,698
	Sleuth Software Support (ETS)	\$8,000		
	Replace Hard Drives	\$160		
	Replace Printers, Mouses, Key Boards, etc.	\$275		
	Network and Phone Repairs	\$235		
	Contingency for Software Upgrades.	\$320		
	VistaCom Eventide Audio logger Support Year 2	\$2,208		
	Annual Licenses for New Computer Switches and Server Backup Software	\$1,500		
	<i>The department has a local area network that is utilized 24 hours a day 7 days a week. The department has 24 computer work stations throughout the facility and it's own in house network server. With the recent upgrades to the computer switches and server backup software come annual fees associated for access to software upgrades and system support. The department also has a software service agreement with Sleuth Law Enforcement Software and the cost of that agreement has been forecasted to increase \$1500 in FY17. The audio logging recorder was replaced in FY16 and the annual fee for software support & maintenance in FY17 is \$2,208.00. Peripheral devices reduced 50% \$420 (4/15/16).</i>			
5361	Natural Gas / Propane		\$9,000	\$9,000
	<i>NO CHANGE:</i> This line item pays for natural gas usage. Based on the cost of natural gas over the last two years the requested funding level should cover anticipated costs for the upcoming FY.			
5362	Electricity		\$44,310	\$44,310
	<i>NO CHANGE:</i> This line item pays for electricity costs.			

5371	Services/Machinery-Equipment-etc.		\$41,975	\$41,975
	Radio Maintenance Agreement with Oklahoma City	\$11,630		
	Heat, Air and Boiler Maintenance Agreement	\$20,920		
	Generator Maintenance Agreement	\$650		
	Service Agreement For Battery Backup System	\$4,700		
	Fire Suppression System-Extinguishers Inspection Agreement	\$1,600		
	Annual Termite Inspection and Treatment Agreement	\$475		
	Hand Held Radio Batteries, Communication System Devices	\$1,000		
	Other Equipment Replacement and Repair (Intoxilyzer Disposables, Radar Units, Etc)	\$1,000		
	<u>INCREASE \$966.32:</u> There are several increases due to forecasted service increases and agreed annual increases in existing agreements ranging from 3-7%. The heat and air system requires an annual maintenance. The agreement is expiring and it is anticipated that continuing it or selecting a new vendor will result in a minimum 3% increase. The department has a complex electrical backup system which includes a backup power generator. This generator requires annual maintenance. This maintenance includes fluids & filter changes and checks for proper operation. The cost of this annual maintenance agreement is estimated at \$650.00 a year. The department also has an extensive battery backup system (UPS) to keep emergency operations active during times of power outage. This UPS requires an annual maintenance agreement, a sole source, not including parts, estimated to be \$4,700.00. Termites previously damaged areas of the building and the entire building was treated. Inspection and treatment agreement estimated at \$475.00. The department also has a fire suppression system and approx. 30 fire extinguishers that require annual inspection, anticipated cost \$1,600.00. The department has to repair or replace various department equipment, such as radios, batteries and time clocks, when they malfunction or are damaged. The department also has specialized equipment that from time to time needs repair or replacement.			
5381	Rental of Equipment (OLETS)	\$4,200	\$4,200	\$4,200
	OLETS User Fee (\$350.00 Monthly)			
	<u>NO CHANGE:</u> The department pays a monthly fee to the Oklahoma Law Enforcement Telecommunications System for the use of the NCIC/OLETS computer system. There is no change in this line item from previous budgets. This item is critical to the ability of the department to perform it's law enforcement functions.			
5392	Memberships and Subscriptions	\$1,120	\$1,120	\$1,120
	See Attached Form # 4, Proposed Membership Subscriptions			
	<u>\$807 DECREASE:</u> The department pays for memberships to professional organizations and for subscriptions to law enforcement bulletins covering new case law. The department also purchases state statute supplements (estimated cost).			
5601	Office Supplies		\$1,225	\$1,225
	<u>NO CHANGE:</u> This line item is used to purchase the numerous small office supplies needed to perform routine tasks. These supplies include special folders, pens, specialized paper, pencils, typewriter ribbons, toner, special print cartridges, planners, specialty folders, binders, CD's, DVD's, etc.			
5610	Other Supplies - photographic, fingerprint supplies etc.		\$7,525	\$7,525
	Misc. Work and Building Supplies (listed below)	\$2,230		
	Misc. Video Supplies (Data storage, zip drives, etc.)	\$1,280		
	Neighborhood Watch Supplies	\$620		
	Paper Towels, Cups, Janitorial Items etc.	\$2,075		
	Coffee	\$1,320		
	<u>NO CHANGE:</u> The department purchases many supply items needed for performing law enforcement tasks. These items include flashlight batteries, photographic & video supplies/devices, crime scene equipment, parking violation stickers, biohazard supplies, protective gloves, evidence supplies, latent fingerprint supplies, crime scene tape, rollatapes, misc crime scene supplies along with small evidence collection tools and equipment. The department also purchases building supplies out of this line item. Other items include, specialized paper goods, toiletries, trash bags, coffee, etc.			
5611	Uniforms & Equipment		\$10,625	\$10,625
	General Uniform Needs	\$1,500		
	Gas Mask-Chemical Suits-Personal Protective Equipment	\$0		
	Replacement of Personal Protective Equipment	\$0		

Damaged Equipment Replacement \$1,000
 Officer Uniforms & Equipment (anticipated retirement) \$3,485

Ballistic Vests (Per F.O.P. Contract) (3 x \$770.00) less 50% per grant \$1,155
 Uniforms & Equipment 1-Expansion Patrolman \$3,485

\$770.00 REDUCTION: The reduction is the result of replacing 3 instead of 5 ballistic vests. It is anticipated that the department will receive approval for one expansion patrolman this FY. The total cost to outfit the new expansion hire is \$3,485.00 including 50% of the cost of a ballistic vest. The department is required to replace/repair uniforms & equipment damaged in the line of duty per the F.O.P. Contract. The chemical suits and gas mask filters are disposable and need to be replaced after each use at departmental expense. The department also is contractually obligated to provide each officer a ballistic vest that is no more than five years old. Three ballistic vests will be required to be replaced in FY 17 plus one additional for a new hire/expansion patrolman, which 50% of cost is included in the \$3,485.00. A senior sworn officer is eligible to retire this FY and the department must plan to equip the replacement officer at the estimated cost of \$3485.00 including 50% of the cost of a ballistic vest.

5612 Uniform Cleaning \$4,000 \$4,000

Dry Cleaning for Sworn & Civilian Uniforms

NO CHANGE: REQUIREMENT OF F.O.P. AGREEMENT; 10 ITEMS CLEANED/PAY PERIOD. The department is slowly phasing out the wash & wear cotton blend uniforms and opting for a much better wearing & appearing dac/wool blend. As more officers are hired and issued the dac/wool uniforms dry cleaning costs will rise since the garments are dry clean only. The department provides dry cleaning for officers, dispatchers and records personnel. Dry cleaning keeps personnel looking professional and allows for longer life of the uniform. The cost of dry cleaning is \$2.50/piece, which would total \$650.00 per employee annually. Employees do not always reach the 10 piece limit per pay period on a regular basis.

5613 Fuel, Oil & Lubricants \$55,265 \$48,000

NO CHANGE: The department purchases fuel, oil and lubricants for all vehicles in the fleet. The police department relies on fuel to be able to respond to calls for service. Without sufficient funding the police department would have to cut back on services to the community. The cost of fuel has fluctuated over the current fiscal year and it is difficult to predict what the costs will be in FY17. Police would like to start a pilot preventative maintenance program to extend the service life of all police vehicles, additional funding will be needed in the future to ensure factory recommended servicing (time interval based on mileage) can be performed. Reduction of \$7,000 (4/15/16)

5621 Vehicle Repair & Maintenance \$33,000 \$30,000

NO CHANGE: The department patronizes local repair shops for parts/labor for repairs as needed to keep the police fleet in use. The costs of replacement parts varies, likewise the labor costs can vary dramatically. The police department fleet has 22% of the vehicles with over 100,000 miles placing a high demand on repairs. In recent years four cars had transmission failures, which requires replacement with remanufactured parts at an estimated cost of \$2000.00. Due to the age some vehicles we are now experiencing expensive failures of primary parts/devices. Some of the failures requires the vehicle be taken to the manufacturer's dealership to be repaired properly at a higher repair/part cost rate.

5622 911 Communications \$7,550 \$7,550

Misc. 911 and Communications Equipment \$7,550

NO CHANGE: These funds are reimbursed from revenue collected and distributed to Mustang by ACOG. This line item is where 911 revenue fees are budgeted. This revenue is earmarked by state law to be spent only on 911 communication enhancements and communication upgrades. The amount budgeted is the total amount of revenue expected during FY17. This line item, and the amount budgeted, are essential for meeting the state law requirements on expenditure of 911 funds collected and distributed by ACOG. These funds will be spent on costs to maintain/upgrade the communications and telephone system.

5624 State / Local Jail Fund \$14,515 \$14,515

Prisoner Meals \$4,410
 Refill First Aid Kit \$840
 Blood Borne Pathogen Protection Gloves \$420
 Jail Cleaning (blankets, etc.) \$1,100
 Hep-B Vaccine & Annual TB Testing for Jailers \$2,285

CPR Training	\$105.00
Jail Repairs	\$3,150.00
Canadian County Sheriff's Office	\$735.00
Jail Clothing, Shoes, Misc Expenses	\$800.00
Contingency Fund	\$670.00

NO CHANGE: These funds come completely from state and local prisoner reimbursements. The revenue is earmarked to be spent on jail operations. The current funding being collected should allow the department to completely pay for all jail operations from this account. The department must anticipate paying the Canadian County Sheriff's Office \$40.00 a day to hold overflow, violent and escape risk prisoners. The number of prisoners booked per year and number of days jailed has increased requiring more prisoner meals, hygiene supplies, wear on sleeping mats and costs associated for cleaning jail clothing and blankets.

5626	Ammunition/Range-firearms training, range rental, etc.		\$17,465	\$17,465
	Contractual Practice, Qualification & Duty Ammunition	\$5,910		
	Shotgun, Rifle Ammunition	\$5,410		
	Range Equipment and Targets	\$350		
	Taser Expendables & Training Cartridges	\$2,060		
	Rental of Range (\$150.00 X 4)	\$200		
	Weapon Replacement Parts	\$500		
	Training Equipment	\$3,035		

NO CHANGE: Ammunition prices appear to have stabilized. Delivery is still difficult with some items being 18 months back ordered. The rifle program has been implemented, annual qualification/practice ammunition, and the purchase of supplies for new officers have increased this item. The department provides duty, practice and qualification ammunition for handgun, shotgun & rifle for all officers. The practice ammunition is a contractual obligation in the F.O.P. Contract. Officers are required to qualify two times a year and have practice sessions three times a year. The department also has an annual night fire familiarization course. All ammunition requested is for practice, qualifications and department duty issue. The firearms instructors also need range equipment such as targets and safety equipment. The MP-5 ammunition will be used to qualify all supervisors on the MP-5 Automatic Rifle and as duty ammo. The laser rounds will be used to recertify the officers on the taser, which takes 2 practice rounds and 3 live rounds per year. The armorers need replacement parts for all weapons to ensure weapons are operable and not down for an extended period of time.

5627	Reserve Officer Program		\$1,000	\$0
	Tactical Team Sponsor 3 Officers in Multi-Agency County Wide		\$5,500	\$4,500

5628	Tactical Team	\$500		
	Tactical Training	\$3,000		
	Ammunition (practice and qualification)	\$500		
	Less lethal munitions and distraction devices	\$500		
	Misc. Equipment (protective vest, breaching tools, etc)	\$500		

NO CHANGE: The department has three members that are assigned to the Canadian County Special Operations Team. This team was organized by all of the larger departments in the county to handle critical incidents within theirs and other jurisdictions. At the time the team was formed all agencies agreed to provide funding for each of their officers. This funding will be used for the purchase of tactical tools, protective gear, munitions, distractive devices, ammunition and training. All members need to attend updated training this year. The officers are also required to be proficient with their firearms and therefore they practice and qualify with all firearms several times a year. This includes positions for two officers assigned to the Homeland Security Regional Response Team as negotiators. The funding for these members will also come out of this account.

5664	Building Maintenance		\$19,000	\$18,000
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NO CHANGE: The department is responsible for repairing machinery and equipment that might malfunction in the heat and air system, generator, hot water system and plumbing. The facility is aging and more items are in need of repair. The equipment in the facility is very complex and the cost of repairs is expensive. Currently some needed repairs cannot be completed due to potential lack of funds. Over the past several years the building has settled causing noticeable cracks in walls and unlevel floor surfaces. It is unknown what the cost of having the foundation evaluated and possible repair might be.

Grand Total

\$337,302 \$322,397

Prepared By: Chuck Foley, Police Chief

2016 - 2017 FISCAL BUDGET
REQUEST FOR TRAVEL

Form No. 3

FUND NO.	DEPARTMENT	Reason for Trip	Dates	Location	Airfare	Mileage	Hotel	Meals	Misc	Total
		Command Staff Training (This is an estimate based on past trainings)	5 Nights	TBA	\$0	\$0	\$420	\$230	\$0	\$650
					\$0	\$0	\$420	\$230	\$0	\$650

Prepared By: Chuck Foley, Police Chief

2016 - 2017 FISCAL BUDGET
REQUEST FOR MEMBERSHIPS AND SUBSCRIPTIONS

FORM 4

FUND NO. 01
DEPARTMENT 541

NAME/TITLE	ORGANIZATION/ SUBSCRIPTION	REASON FOR MEMBERSHIP	COST
Police Chief	Okla. Assoc. of Chief of Police	Professional Organization	\$ 75
Police Chief	FBI National Academy Assoc.	Professional Organization	\$ 85
Police Chief	IACP	Professional Organization	\$ 150
Captain	Okla. Assoc. of Chief of Police	Professional Organization	\$ 75
Captain	FBI National Academy Assoc.	Professional Organization	\$ 85
Staff	Okla. State Statute Supplements	Subscription Estimate	\$ 650

PREPARED BY: Chuck Foley, Police Chief

TOTAL COSTS: \$ 1,120

1 -GENERAL FUND
 ANIMAL CONTROL
 DEPARTMENT EXPENDITURES

TWO YEARS
 PRIOR
 ACTUAL

ONE YEAR
 PRIOR
 ACTUAL

----- CURRENT YEAR -----
 ACTUAL YEAR TO DATE
 BUDGET ACTUAL

PROPOSED
 BUDGET

BUDGET
 WORKSPACE
 68

PERSONAL SERVICES

01-542-5101 FULL TIME SALARIES	26,041.25	27,053.00	29,150.00	24,646.15	27,710.00	
01-542-5102 OVERTIME/HOLIDAY PAY	357.09	767.09	600.00	428.65	600.00	
01-542-5103 PART TIME/TEMPORARY	0.00	0.00	8,900.00	6,684.75	10,660.00	
01-542-5108 SOCIAL SECURITY (FICA)	1,965.17	2,148.24	2,900.00	2,478.10	2,985.00	
01-542-5111 RETIREMENT	2,941.40	2,938.35	3,500.00	2,907.07	3,340.00	
01-542-5112 INSURANCE	5,729.41	6,200.32	6,400.00	4,659.84	6,705.00	
01-542-5113 UNEMPLOYMENT	210.74	192.48	300.00	170.24	285.00	
01-542-5114 WORKERS COMP	1,054.78	0.00	50.00	40.00	25.00	
<u>TOTAL PERSONAL SERVICES</u>	<u>38,299.84</u>	<u>39,299.48</u>	<u>51,800.00</u>	<u>42,014.80</u>	<u>52,310.00</u>	

OTHER SERVICES & CHARGES

01-542-5310 EDUCATION & TRAINING	0.00	175.00	400.00	175.00	400.00	
01-542-5322 CLEANING SERVICES	0.00	0.00	1,500.00	0.00	1,500.00	
01-542-5326 TRAVEL	0.00	0.00	1,610.00	0.00	950.00	
01-542-5327 PROFESSIONAL SERVICES	960.00	1,699.50	2,000.00	1,065.00	2,000.00	
01-542-5339 COMMUNITY RELATIONS	0.00	0.00	2,142.00	821.95	0.00	
01-542-5341 PRINTING	0.00	102.73	200.00	29.28	200.00	
01-542-5353 OTHER SERVICES & FEES	1,579.65	2,277.31	3,020.00	1,922.33	3,020.00	
01-542-5360 COMPUTER MAINTENANCE	0.00	23.34	500.00	0.00	500.00	
01-542-5371 SERVICES/MACHINERY EQUIPMEN	439.68	664.40	750.00	246.37	750.00	
01-542-5392 MEMBERSHIP & SUBSCRIPTIONS	0.00	125.00	310.00	0.00	35.00	
<u>TOTAL OTHER SERVICES & CHARGES</u>	<u>2,979.33</u>	<u>5,067.28</u>	<u>12,432.00</u>	<u>4,259.93</u>	<u>9,355.00</u>	

MATERIALS AND SUPPLIES

01-542-5601 OFFICE SUPPLIES	0.00	54.35	150.00	0.00	300.00	
01-542-5610 OTHER SUPPLIES	2,921.43	1,281.41	2,025.00	805.74	2,025.00	
01-542-5611 UNIFORMS	376.58	562.56	581.00	187.48	580.00	
01-542-5613 FUEL, OIL & LUBRICANTS	1,301.40	815.64	1,450.00	942.67	1,450.00	
01-542-5621 VEHICLE REPAIR & MAINT	864.29	2,762.86	1,500.00	677.92	2,000.00	
01-542-5664 BUILDING MAINT	4,424.00	1,717.29	4,999.00	1,297.00	5,000.00	
01-542-5675 ASPCA GRANT	0.00	0.00	3,000.00	3,000.00	0.00	
<u>TOTAL MATERIALS AND SUPPLIES</u>	<u>9,887.70</u>	<u>7,194.11</u>	<u>13,705.00</u>	<u>6,910.81</u>	<u>11,355.00</u>	

CAPITAL

01-542-5971 SERVICES/EQUIPMENT	0.00	0.00	0.00	0.00	310.00	
<u>TOTAL CAPITAL</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>310.00</u>	

TOTAL ANIMAL CONTROL

	51,166.87	51,560.87	77,937.00	53,185.54	73,330.00	
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*** TOTAL EXPENDITURES ***

	51,166.87	51,560.87	77,937.00	53,185.54	73,330.00	
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2016 - 2017 FISCAL BUDGET
SUPPORTING DETAIL FOR SUPPLIES AND CONTRACTUAL SERVICES

Form No. 2

FUND NO.	DEPARTMENT	DEPT #	DEPARTMENTAL REQUEST	INCLUDED IN FY 17 BUDGET
01	Animal Control	542		
ACCT CODE	JUSTIFICATION (TYPES OF COSTS INCURRED)	COST		
5310	Training and Education (See Attachment for Proposed Training) <u>NO CHANGE:</u> Oklahoma Animal Control Association 10 day academy. The City's current Animal Control Officer is not certified. Once certified the potential saving spent on veterinary services will be reduced. Such certification would enhance the professionalism of the program. The location for this academy is Shawnee, OK. Cost of the Academy is \$400.00 including one year membership dues for OACA. This will not require travel expenses.		\$400	\$400
5322	Cleaning Services <u>NO CHANGE:</u> A request has been made to obtain cleaning services for Animal Shelter by the company who is successful in being selected by the city for this service. This will relieve the staff from having to do this and allow for more time to be spent at the shelter or in field duty.		\$1,500	\$1,500
5326	Travel <u>\$60.00 DECREASE:</u> The Oklahoma Animal Control Association 10 day academy is in Shawnee, OK not requiring travel expenses. The city's current Animal Control Officer is not certified. Once certified there is potential savings on veterinarian services. More importantly the certification will add to the professionalism of the program.	\$950	\$950	\$950
5327	Professional Services - Veterinary <u>NO CHANGE:</u> This category covers both medical services furnished to impounded animals that are sick or injured as well to pay for the cost of euthanizing animals who cannot be adopted, fostered or have a grim medical diagnosis. Euthanasia costs vary depending on the adoptability of animals of the shelter.		\$2,000	\$2,000
5341	Printing Metal Animal License Tags Door Hangers for Contact Notification <u>NO CHANGE:</u> The city ordinances require all pets be licensed. As part of the licensing requirement tags are issued to pet owners who purchase the licenses. When the ACO responds to a call for service, they leave a door hanger describing the nature of the contact and any additional information or instructions based on the individual call.	\$100 \$100	\$200	\$200
5353	Other Services & Fees <u>NO CHANGE:</u> Cell phone service (\$60 X 12 months) Rabies Vaccinations (Part time employee and booster if required) Laundry Services	\$720 \$800 \$1,500	\$3,020	\$3,020
5360	Computer Maintenance <u>NO CHANGE:</u> To be used to purchase computer and or printer services/repair/software in addition to required maintenance.		\$500	\$500
5371	Services/Machinery-Equipment - etc. <u>NO CHANGE:</u> Items purchased from this line are needed to conduct Animal Control & Animal Shelter functions & operations.		\$750	\$750
5392	Memberships and Subscriptions \$35.00 NACA Membership		\$35	\$35
5601	Office Supplies <u>\$150.00 INCREASE:</u> The increase results from the installation & use of a desktop computer/inkjet printer at the shelter resulting in needed supplies being consumed as well as market increases for miscellaneous office supplies.		\$300	\$300

5610	Other Supplies <u>NO CHANGE</u> ; Miscellaneous cleaning supplies, disposal bags and other needed items.	\$2,025	\$2,025
5611	Uniforms Uniform Pants, Shirt, Outerwear <u>NO CHANGE</u> ; The city furnishes uniforms for the Animal Control Officer/s. The nature of the work causes wear and tear on issued uniforms. As the uniforms wear they will require replacing.	\$580	\$580
5613	Fuel, Oil and Lubricants <u>NO CHANGE</u> ; This is based on current usage data for fuel, oil and lubricants. PLEASE NOTE: Starting in 2015 the Animal Control Officer is taking the vehicle home for storage and more prompt response to after hour and weekend callouts, which may result in an increase to items in this category.	\$1,450	\$1,450
5621	Vehicle Repair & Maint <u>\$500.00 INCREASE</u> ; The ACO vehicle is a 2005 Chevrolet pickup. The accumulated miles is near 70,000. The vehicle is driven daily and often times over rugged terrain. In FY 14-15 vehicle repairs exceeded the budgeted amount. FY 16 data indicates this account may be entirely consumed. This vehicle is recommended to be replaced in FY 18. Starting in 2015 the Animal Control Officer is taking the vehicle home for storage and more prompt response to after hour and weekend callouts, which may result in an increase to items in this category.	\$2,000	\$2,000
5664	Building Maintenance <u>NO CHANGE</u> ; The Animal Shelter is a twenty year old facility that is in need of some minor repairs. Given the age of the building it is anticipated that plumbing, electrical, and heat and air maintenance will be required.	\$5,000	\$5,000
5971	Services/Machinery-Equipment <u>\$310 INCREASE</u> ; Animal Shelter Software	\$310	\$310
Grand Total		<u>\$21,020</u>	<u>\$21,020</u>

Prepared By: Chuck Foley, Police Chief

**2016 - 2017 FISCAL BUDGET
REQUEST FOR TRAVEL**

Form No. 3

FUND NO.
01 **DEPARTMENT**
Animal Control

Position	Reason for Trip	Dates	Location	Airfare	Mileage	Hotel	Meals	Misc	Total
Animal Control Officer	Training Not Scheduled At This Time (Estimates)		TBA		\$250.00	\$500.00	\$200.00		950.00
				\$0.00	\$250.00	\$500.00	\$200.00	\$0.00	\$950.00

Prepared By: Chuck Foley, Police Chief

2016 - 2017 FISCAL BUDGET
REQUEST FOR MEMBERSHIPS AND SUBSCRIPTIONS

FORM 4

FUND NO. 01 - General Fund
DEPARTMENT 542 - Animal Control

NAME/TITLE	ORGANIZATION/ SUBSCRIPTION	REASON FOR MEMBERSHIP	COST
<u>\$310.00 REDUCTION</u>			
Animal Control Officer	NACA Membership	National Organization with publication and online resources	35
PREPARED BY: <u>Chuck Foley, Police Chief</u>		TOTAL COSTS:	<u>35</u>

GENERAL FUND
 HIGHWAY SAFETY GRANT
 DEPARTMENT EXPENDITURES

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	
PERSONAL SERVICES						
51-543-5102 OVERTIME/HOLIDAY PAY	1,491.30	16,570.45	33,110.00	15,215.09	0.00	_____
51-543-5108 SOCIAL SECURITY (FICA)	109.00	1,267.61	2,552.00	1,164.91	0.00	_____
51-543-5111 RETIREMENT	0.00	0.00	0.00	0.00	0.00	_____
51-543-5112 INSURANCE	0.00	0.00	0.00	0.00	0.00	_____
TOTAL PERSONAL SERVICES	1,600.30	17,838.06	35,662.00	16,380.00	0.00	_____
TOTAL HIGHWAY SAFETY GRANT	1,600.30	17,838.06	35,662.00	16,380.00	0.00	_____
TOTAL EXPENDITURES ***	1,600.30	17,838.06	35,662.00	16,380.00	0.00	_____

01 -GENERAL FUND

FIRE

DEPARTMENT EXPENDITURES

TWO YEARS ONE YEAR ----- CURRENT YEAR -----
 PRIOR PRIOR ACTUAL YEAR TO DATE
 ACTUAL ACTUAL BUDGET ACTUAL

PROPOSED
 BUDGET

74
 BUDGET
 WORKSPACE

PERSONAL SERVICES

01-551-5101 FULL TIME SALARIES	1,107,727.28	1,175,900.00	1,264,375.00	1,049,003.79	1,260,895.00	
01-551-5102 OVERTIME/HOLIDAY PAY	24,720.88	43,582.31	45,000.00	31,252.38	45,000.00	
01-551-5103 PART TIME/TEMPORARY	10,420.91	19,359.24	20,175.00	16,587.35	26,375.00	
01-551-5105 EDUCATION INCENTIVE	3,000.00	3,000.00	3,000.00	3,000.00	3,470.00	
01-551-5108 SOCIAL SECURITY (FICA)	18,496.17	20,320.91	22,875.00	17,170.14	27,925.00	
01-551-5111 RETIREMENT	150,889.62	164,233.87	187,025.00	142,352.07	192,055.00	
01-551-5112 INSURANCE	206,625.08	207,923.00	216,350.00	161,212.50	236,645.00	
01-551-5113 UNEMPLOYMENT INSURANCE	3,477.27	3,461.47	3,275.00	232.68	3,360.00	
01-551-5114 WORKERS COMP	74,250.00	0.00	15,000.00	12,500.00	10,180.00	
TOTAL PERSONAL SERVICES	1,599,607.21	1,637,780.80	1,777,075.00	1,433,310.91	1,805,905.00	

OTHER SERVICES & CHARGES

01-551-5310 EDUCATION AND TRAINING	5,396.27	9,948.03	9,000.00	4,010.00	10,000.00	
01-551-5322 CLEANING SERVICES	0.00	0.00	0.00	0.00	0.00	
01-551-5326 TRAVEL	424.80	1,420.29	4,850.00	1,132.96	5,000.00	
01-551-5327 PROFESSIONAL SERVICES	6,201.17	5,214.75	6,500.00	4,139.28	14,000.00	
01-551-5330 MOWING	810.00	945.00	1,000.00	540.00	1,000.00	
01-551-5341 PRINTING	142.23	306.87	500.00	250.93	500.00	
01-551-5353 OTHER SERVICES & FEES	3,939.87	4,348.44	5,000.00	2,669.54	5,000.00	
01-551-5361 NATURAL GAS	3,885.03	2,964.04	4,000.00	1,704.43	4,000.00	
01-551-5362 ELECTRICITY	15,935.49	15,122.75	16,000.00	9,425.17	16,000.00	
01-551-5371 SERVICES/MACHINERY-EQUIPMEN	197.85	49.91	500.00	480.96	1,900.00	
01-551-5392 MEMBERSHIPS & SUBSCRIPTIONS	3,137.50	3,431.50	4,050.00	3,657.00	4,500.00	
TOTAL OTHER SERVICES & CHARGES	40,070.21	43,751.58	51,400.00	28,010.27	61,900.00	

MATERIALS AND SUPPLIES

01-551-5601 OFFICE SUPPLIES	897.21	921.06	1,200.00	634.09	1,200.00	
01-551-5603 FIREWORKS	10,000.00	10,000.00	10,000.00	0.00	10,000.00	
01-551-5604 BEAN SUPPER	4,326.05	3,786.55	5,000.00	0.00	5,000.00	
01-551-5608 EMS SUPPLIES	7,003.90	7,463.33	7,500.00	6,718.46	8,000.00	
01-551-5609 TRAINING SUPPLIES	1,118.49	2,080.25	1,000.00	(301.25)	2,500.00	
01-551-5610 OTHER SUPPLIES	1,294.92	522.03	1,200.00	644.77	1,200.00	
01-551-5611 UNIFORMS	11,963.24	11,160.89	10,000.00	9,381.71	12,000.00	
01-551-5612 UNIFORM CLEANING	71.97	66.44	500.00	116.90	500.00	
01-551-5613 FUEL, OIL & LUBRICANTS	24,049.28	20,187.60	30,000.00	8,156.18	30,000.00	
01-551-5614 CLEANING/JANITORIAL SUPPLIE	2,553.82	2,424.86	3,000.00	1,744.23	3,000.00	
01-551-5615 PERSONAL PROTECTIVE EQUIPME	10,765.50	12,699.93	16,100.00	14,437.25	17,200.00	
01-551-5616 RADIO REPAIR/REPLACEMENT	8,257.25	10,157.03	12,000.00	4,447.00	12,000.00	
01-551-5617 STORM WARNING SIREN MAINTEN	6,402.51	2,883.78	2,000.00	1,308.50	2,000.00	
01-551-5620 FIRE PREVENTION	499.50	1,243.75	2,000.00	967.12	2,000.00	
01-551-5621 VEHICLE REPAIR & MAINT	25,455.47	16,856.38	36,000.00	29,445.10	35,000.00	
01-551-5626 FIRE HOSE/NOZZLES/APPLIANCE	4,440.00	5,148.00	10,200.00	6,251.00	10,500.00	
01-551-5631 SMALL TOOLS/EQUIPMENT	3,205.91	3,672.19	5,000.00	2,887.09	5,500.00	
01-551-5664 BUILDING MAINTENANCE	14,809.80	19,511.72	18,000.00	7,955.20	19,000.00	
TOTAL MATERIALS AND SUPPLIES	137,114.82	130,785.79	170,700.00	94,793.35	176,600.00	

01 -GENERAL FUND

IRE

DEPARTMENT EXPENDITURES

TWO YEARS
PRIOR
ACTUAL

ONE YEAR
PRIOR
ACTUAL

----- CURRENT YEAR -----
ACTUAL YEAR TO DATE
BUDGET ACTUAL

PROPOSED
BUDGET

75
BUDGET
WORKSPACE

CAPITAL

01-551-5971 SERVICES/EQUIPMENT

TOTAL CAPITAL

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL YEAR TO DATE BUDGET ACTUAL	PROPOSED BUDGET
01-551-5971 SERVICES/EQUIPMENT	0.00	4,525.00	0.00	0.00
TOTAL CAPITAL	0.00	4,525.00	0.00	0.00
TOTAL FIRE	1,776,792.24	1,816,843.17	1,999,175.00	1,556,114.53
				2,044,405.00

**2016 - 2017 FISCAL BUDGET
SUPPORTING DETAIL FOR SUPPLIES AND CONTRACTUAL SERVICES**

Form No. 2

FUND NO. 01	DEPARTMENT FIRE	DEPT # 551	DEPARTMENTAL REQUEST	INCLUDED IN FY 17 BUDGET
ACCT CODE	JUSTIFICATION (TYPES OF COSTS INCURRED)	COST		
5310	TRAINING / EDUCATION	\$13,600.00		\$10,000.00
5322	CLEANING SERVICES	\$750.00		\$0.00
5326	TRAVEL REIMBURSEMENT - <u>see Form 3</u>	\$6,075.00		\$5,000.00
5327	PROFESSIONAL SERVICES	\$15,050.00		\$14,000.00
5330	MOWING	\$1,000.00		\$1,000.00
5341	PRINTING	\$500.00		\$500.00
5353	OTHER SERVICES/FEES	\$6,250.00		\$5,000.00
5361	NATURAL GAS / PROPANE	\$4,000.00		\$4,000.00
5362	ELECTRICITY	\$16,000.00		\$16,000.00
5371	SERVICES / MACHINERY	\$1,900.00		\$1,900.00
5392	MEMBERSHIPS & SUBSCRIPTIONS - <u>see Form 4</u>	\$4,500.00		\$4,500.00
5601	OFFICE SUPPLIES	\$1,200.00		\$1,200.00
5603	FIREWORKS	\$10,000.00		\$10,000.00
5604	BEAN SUPPER EXPENSES	\$5,000.00		\$5,000.00
5608	EMS SUPPLIES	\$8,000.00		\$8,000.00
5609	TRAINING SUPPLIES	\$3,000.00		\$2,500.00
5610	OTHER SUPPLIES	\$1,200.00		\$1,200.00
5611	UNIFORMS	\$14,340.00		\$12,000.00
5612	UNIFORM CLEANING	\$500.00		\$500.00
5613	FUEL, OIL & LUBRICANTS	\$30,000.00		\$30,000.00
5614	CLEANING/JANITORIAL SUPPLIES	\$3,000.00		\$3,000.00
5615	PERSONAL PROTECTIVE EQUIPMENT	\$17,200.00		\$17,200.00
5616	RADIO REPAIR / REPLACEMENT	\$12,000.00		\$12,000.00
5617	STORM WARNING SIREN MAINTENANCE	\$2,000.00		\$2,000.00
5620	FIRE PREVENTION	\$2,000.00		\$2,000.00
5621	VEHICLE REPAIR & MAINTENANCE	\$35,000.00		\$35,000.00
5626	FIRE HOSE / NOZZLES / APPLIANCES	\$10,500.00		\$10,500.00
5631	SMALL TOOLS / EQUIPMENT	\$6,000.00		\$5,500.00
5664	BUILDING MAINTENANCE	\$22,000.00		\$19,000.00
Grand Total		\$252,565.00		\$238,500.00

Prepared By: Carl W. Hickman, Fire Chief

**2016 - 2017 FISCAL BUDGET
REQUEST FOR TRAVEL**

Form No. 3

FUND NO.
01 **DEPARTMENT**
551

<i>Position</i>	<i>Reason for Trip</i>	<i>Dates</i>	<i>Location</i>	<i>Airfare</i>	<i>Mileage</i>	<i>Hotel</i>	<i>Meals</i>	<i>Misc</i>	<i>Total</i>
All FD members	National Fire Academy	Varies	Emmitsburg, MD	\$1,000.00	\$0.00	\$0.00	\$1,000.00	\$0.00	2,000.00
Firefighters (2)	State Firefighter Convention	Jun-15	Varies	\$0.00	\$0.00	\$600.00	\$240.00	\$0.00	840.00
Chief/Deputy Chief	Chiefs Workshop	Jan-15	Stillwater, OK	\$0.00	\$0.00	\$200.00	\$80.00	\$0.00	280.00
Fire Chief	OK Fire Chiefs Conference	Apr-15	Varies	\$0.00	\$0.00	\$300.00	\$120.00	\$0.00	420.00
Fire Chief	Fire Rescue International	Aug-14	San Antonio, TX	\$0.00	\$0.00	\$765.00	\$200.00	\$0.00	965.00
Fire Prev. Ofc.	OK Fire Marshals Conf.	16-Oct	Varies	\$0.00	\$0.00	\$375.00	\$120.00	\$0.00	495.00
				<u>\$1,000.00</u>	<u>\$0.00</u>	<u>\$2,240.00</u>	<u>\$1,760.00</u>	<u>\$0.00</u>	<u>\$5,000.00</u>

Prepared By: Carl Hickman, Fire Chief

**2016 - 2017 FISCAL BUDGET
REQUEST FOR MEMBERSHIPS AND SUBSCRIPTIONS**

FORM 4

FUND NO. 01
DEPARTMENT Fire - 551

NAME/TITLE	ORGANIZATION/ SUBSCRIPTION	REASON FOR MEMBERSHIP	COST
All Firefighters	OK State Firefighters Association	Professional Organization	\$2,000.00
Chief Officers, Shift Captains	OK Fire Chiefs Association	Professional Organization	130.00
Fire Chief	International Fire Chiefs Association	Professional Organization	275.00
	National Fire Protection Association		
Fire Chief		Professional Organization	200.00
Fire Chief, Deputy/Asst. Chief	Metro Fire Chiefs Association	Area Organization	20.00
Fire Chief, Deputy/Asst. Chief	OK Emergency Management Association	Professional Organization	75.00
Fire Prev. Officer	Fire Marshals Assoc. of Oklahoma	Professional Organization	50.00
	Okla. Emergency Medical Technician Association	Professional Organization	250.00
Fire Paramedics Fire Department	National Fire Code Subscription	Subscription	1,500.00
PREPARED BY:	<u>Carl W. Hickman, Fire Chief</u>	TOTAL COSTS:	<u>\$ 4,500.00</u>

01 -GENERAL FUND

STREETS

DEPARTMENT EXPENDITURES

TWO YEARS
PRIOR
ACTUAL

ONE YEAR
PRIOR
ACTUAL

----- CURRENT YEAR -----
ACTUAL YEAR TO DATE
BUDGET ACTUAL

PROPOSED
BUDGET

79
BUDGET
WORKSPACE

OTHER SERVICES & CHARGES

01-561-5362 STREET LIGHTING

193,590.39 198,084.44 170,000.00 128,473.97 195,000.00

TOTAL OTHER SERVICES & CHARGES

193,590.39 198,084.44 170,000.00 128,473.97 195,000.00

CAPITAL

01-561-5971 SERVICES/EQUIPMENT

2,710.55 1,463.50 5,000.00 0.00 5,000.00

TOTAL CAPITAL

2,710.55 1,463.50 5,000.00 0.00 5,000.00

TOTAL STREETS

196,300.94 199,547.94 175,000.00 128,473.97 200,000.00

** TOTAL EXPENDITURES ***

19,416,299.98 21,626,490.06 23,462,263.00 16,574,331.32 23,396,875.00

2 -GENERAL RESERVE

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	
<u>REVENUE SUMMARY</u>						
MISCELLANEOUS REVENUE	6.53	0.57	3,100.00	3.10	9,100.00	
TRANSFERS	<u>0.00</u>	<u>2,329.22</u>	<u>6,000.00</u>	<u>0.00</u>	<u>7,000.00</u>	
** TOTAL REVENUES ***	<u>6.53</u>	<u>2,329.79</u>	<u>9,100.00</u>	<u>3.10</u>	<u>16,100.00</u>	
<u>EXPENDITURE SUMMARY</u>						
ADMINISTRATION	<u>0.00</u>	<u>0.00</u>	<u>9,100.00</u>	<u>0.00</u>	<u>16,100.00</u>	
** TOTAL EXPENDITURES ***	<u>0.00</u>	<u>0.00</u>	<u>9,100.00</u>	<u>0.00</u>	<u>16,100.00</u>	
** REVENUES OVER (UNDER) EXPENDITURES **	<u>6.53</u>	<u>2,329.79</u>	<u>0.00</u>	<u>3.10</u>	<u>0.00</u>	

02 -GENERAL RESERVE

REVENUES	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR -----		PROPOSED BUDGET	82 BUDGET WORKSPACE
			ACTUAL BUDGET	YEAR TO DATE ACTUAL		
<u>MISCELLANEOUS REVENUE</u>						
02-45141 INTEREST ON INVESTMENTS	6.53	0.57	100.00	3.10	100.00	
02-45199 RESERVED CARRYOVER	<u>0.00</u>	<u>0.00</u>	<u>3,000.00</u>	<u>0.00</u>	<u>9,000.00</u>	
TOTAL MISCELLANEOUS REVENUE	6.53	0.57	3,100.00	3.10	9,100.00	
<u>TRANSFERS</u>						
02-46801 TRANSFER FROM GENERAL FUND	<u>0.00</u>	<u>2,329.22</u>	<u>6,000.00</u>	<u>0.00</u>	<u>7,000.00</u>	
TOTAL TRANSFERS	<u>0.00</u>	<u>2,329.22</u>	<u>6,000.00</u>	<u>0.00</u>	<u>7,000.00</u>	
*** TOTAL REVENUES ***	<u>6.53</u>	<u>2,329.79</u>	<u>9,100.00</u>	<u>3.10</u>	<u>16,100.00</u>	

Impound Fee

The Impound Fee Fund was established by Ordinance 1102 on May 8, 2014 amending Chapter 114, Article IX to "Impoundment of Vehicles". An impound fee of \$100 by the person to whom the release is issued to cover towing service for the impoundment and storage.

4 -IMPOUND FEE FUND

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	
<u>REVENUE SUMMARY</u>						
MISCELLANEOUS REVENUE	0.00	22.63	30,100.00	48.57	20,100.00	
TRANSFERS	<u>0.00</u>	<u>27,800.00</u>	<u>30,000.00</u>	<u>20,702.00</u>	<u>30,000.00</u>	
** TOTAL REVENUES ***	<u>0.00</u>	<u>27,822.63</u>	<u>60,100.00</u>	<u>20,750.57</u>	<u>50,100.00</u>	
<u>EXPENDITURE SUMMARY</u>						
IMPOUND FEES	<u>0.00</u>	<u>0.00</u>	<u>60,100.00</u>	<u>745.00</u>	<u>50,100.00</u>	
** TOTAL EXPENDITURES ***	<u>0.00</u>	<u>0.00</u>	<u>60,100.00</u>	<u>745.00</u>	<u>50,100.00</u>	
* REVENUES OVER (UNDER) EXPENDITURES **	<u>0.00</u>	<u>27,822.63</u>	<u>0.00</u>	<u>20,005.57</u>	<u>0.00</u>	

04 -IMPOUND FEE FUND

REVENUES	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	86 BUDGET WORKSPACE
<u>MISCELLANEOUS REVENUE</u>						
04-45141 INTEREST ON INVESTMENTS	0.00	22.63	100.00	48.57	100.00	
04-45199 RESTRICTED CARRYOVER	<u>0.00</u>	<u>0.00</u>	<u>30,000.00</u>	<u>0.00</u>	<u>20,000.00</u>	
TOTAL MISCELLANEOUS REVENUE	0.00	22.63	30,100.00	48.57	20,100.00	
<u>TRANSFERS</u>						
04-46803 TRANSFER FROM COURT	<u>0.00</u>	<u>27,800.00</u>	<u>30,000.00</u>	<u>20,702.00</u>	<u>30,000.00</u>	
TOTAL TRANSFERS	<u>0.00</u>	<u>27,800.00</u>	<u>30,000.00</u>	<u>20,702.00</u>	<u>30,000.00</u>	
*** TOTAL REVENUES ***	<u>0.00</u>	<u>27,822.63</u>	<u>60,100.00</u>	<u>20,750.57</u>	<u>50,100.00</u>	

04 -IMPOUND FEE FUND
 IMPOUND FEES

DEPARTMENT EXPENDITURES	TWO YEARS	ONE YEAR	----- CURRENT YEAR -----		PROPOSED BUDGET	87 BUDGET WORKSPACE
	PRIOR ACTUAL	PRIOR ACTUAL	ACTUAL BUDGET	YEAR TO DATE ACTUAL		
<u>OTHER SERVICES & CHARGES</u>						
04-541-5310 TRAINING	0.00	0.00	2,250.00	0.00	2,250.00	
04-541-5360 COMPUTER MAINTENANCE	0.00	0.00	0.00	0.00	3,000.00	
04-541-5371 SERVICES/MACHINERY-EQUIPMEN	0.00	0.00	0.00	0.00	2,250.00	
TOTAL OTHER SERVICES & CHARGES	0.00	0.00	2,250.00	0.00	7,500.00	
<u>INCREASE TO FUND BALANCE</u>						
04-541-5555 INCREASE TO FUND BALANCE	0.00	0.00	23,850.00	0.00	22,600.00	
TOTAL INCREASE TO FUND BALANCE	0.00	0.00	23,850.00	0.00	22,600.00	
<u>MATERIALS AND SUPPLIES</u>						
04-541-5610 OTHER SUPPLIES	0.00	0.00	5,000.00	745.00	5,000.00	
TOTAL MATERIALS AND SUPPLIES	0.00	0.00	5,000.00	745.00	5,000.00	
<u>CAPITAL</u>						
04-541-5971 SERVICES/EQUIPMENT	0.00	0.00	29,000.00	0.00	15,000.00	
TOTAL CAPITAL	0.00	0.00	29,000.00	0.00	15,000.00	
TOTAL IMPOUND FEES	0.00	0.00	60,100.00	745.00	50,100.00	
=====			=====	=====	=====	
** TOTAL EXPENDITURES ***	0.00	0.00	60,100.00	745.00	50,100.00	
=====			=====	=====	=====	

**2016 - 2017 FISCAL BUDGET
SUPPORTING DETAIL FOR SUPPLIES AND CONTRACTUAL SERVICES**

Form No. 2

FUND NO. 04	DEPARTMENT Police-Impound Fee Fund	DEPT # 541	DEPARTMENTAL REQUEST	INCLUDED IN FY17
ACCT CODE	JUSTIFICATION (TYPES OF COSTS INCURRED)		COST	
5310	Training and Education	\$2,250	\$2,250	\$2,250
5360	Computer Maintenance	\$3,000	\$3,000	\$3,000
5371	Services/Machinery/Equipment	\$2,250	\$2,250	\$2,250
5610	Other Supplies	\$5,000	\$5,000	\$5,000
5971	Services/Equipment-Capital	\$15,000	\$15,000	\$15,000
	Grand Total		<u>\$27,500</u>	<u>\$27,500</u>

Prepared By: Chuck Foley, Police Chief

Park Improvement

The Park Improvement fund is used to account for the revenue received from business licenses (\$15 per license) required by ordinance; court costs assessed for parks; and park fees from subdivisions. Funds are restricted for improvements to and development of the park system.

-PARK IMPROVEMENT

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	
<u>REVENUE SUMMARY</u>						
FEES	4,350.00	4,622.00	8,000.00	4,400.00	4,800.00	
MISCELLANEOUS REVENUE	297.17	10,689.07	139,502.00	8,296.44	39,400.00	
TRANSFERS	54,999.70	60,568.85	66,000.00	46,416.52	61,000.00	
*** TOTAL REVENUES ***	59,646.87	75,879.92	213,502.00	59,112.96	105,200.00	
<u>EXPENDITURE SUMMARY</u>						
ADMINISTRATION	44,230.30	52,650.57	213,502.00	139,858.45	105,200.00	
** TOTAL EXPENDITURES **	44,230.30	52,650.57	213,502.00	139,858.45	105,200.00	
* REVENUES OVER (UNDER) EXPENDITURES **	15,416.57	23,229.35	0.00	(80,745.49)	0.00	

05 -PARK IMPROVEMENT

REVENUES	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	91 BUDGET WORKSPACE
FEEES						
05-43155 PARK DEVELOPMENT FEES	4,350.00	4,622.00	8,000.00	4,400.00	4,800.00	
TOTAL FEES	4,350.00	4,622.00	8,000.00	4,400.00	4,800.00	
MISCELLANEOUS REVENUE						
05-45110 TRAIL DESIGN GRANT-STP-109E	0.00	9,600.00	0.00	0.00	0.00	
05-45141 INTEREST ON INVESTMENTS	297.17	367.07	400.00	244.44	400.00	
05-45193 MISCELLANEOUS	0.00	722.00	8,052.00	8,052.00	0.00	
05-45199 RESERVED CARRY-OVER	0.00	0.00	131,050.00	0.00	39,000.00	
TOTAL MISCELLANEOUS REVENUE	297.17	10,689.07	139,502.00	8,296.44	39,400.00	
TRANSFERS						
05-46801 TRANSFER FROM GENERAL FUND	5,655.00	5,865.00	6,000.00	5,775.00	6,300.00	
05-46803 TRANSFER FROM COURT	49,344.70	54,703.85	60,000.00	40,641.52	54,700.00	
TOTAL TRANSFERS	54,999.70	60,568.85	66,000.00	46,416.52	61,000.00	
*** TOTAL REVENUES ***	59,646.87	75,879.92	213,502.00	59,112.96	105,200.00	

2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST

Form 5

FUND NO. 05 - Park Improvements
DEPARTMENT 500 - Park Improvements

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
1	Accessible Playground			\$	50,000

*INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.

Total: \$ 50,000

In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.

In conjunction with the Mustang Park Foundation the City of Mustang will be looking to build a fully accessible playground in Wild Horse Park. Staff would like to allocate a total of \$100,000 for the project. \$50,000 from Park Improvement Fund and \$50,000 from the Limited Purpose Fund. The remaining amount for the project will be paid for with fundraising and grants through the Mustang Park Foundation. Total project cost is unknown until design is completed. The regional accessible playground will provide a much needed area where all children can interact.

PREPARED BY: Justin Battles, Parks & Recreation Director

2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST

Form 5

FUND NO. 05 - Park Improvements
DEPARTMENT 500 - Park Improvements

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
2	Park Signage	3	\$3,550	\$	10,650

*INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.

Total: \$ 10,650

In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.

In the previous budget staff began placing new signs in the parks. The signs requested above would replace the signs in Dowden Park, Heights Park (currently no sign), and Curtis Park.

PREPARED BY: Justin Battles, Parks & Recreation Director

2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST

Form 5

FUND NO. 05 - Park Improvements
DEPARTMENT 500 - Park Improvements

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
1	Bleacher Covers for Baseball complex	11	\$4,050	\$	44,550

*INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.

Total: \$ 44,550

*In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.*

Bleacher covers would shade the bleachers for spectators at the Mustang Baseball Park providing protections from the elements for the spectators.

PREPARED BY: Justin Battles, Parks & Recreation Director

Alcohol Enforcement

The Alcohol Enforcement Fund is used to account for fines and fees generated as a result of intoxicating substances and traffic related offences. Ordinance #1087 established the fund.

-ENFORCE OF ALCOHOL LAWS

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	
<u>REVENUE SUMMARY</u>						
MISCELLANEOUS REVENUE	2.10	9.39	9,300.00	12.84	6,250.00	
TRANSFERS	<u>3,235.00</u>	<u>5,344.00</u>	<u>8,000.00</u>	<u>4,273.00</u>	<u>8,500.00</u>	
** TOTAL REVENUES ***	<u>3,237.10</u>	<u>5,353.39</u>	<u>17,300.00</u>	<u>4,285.84</u>	<u>14,750.00</u>	
<u>EXPENDITURE SUMMARY</u>						
POLICE ENFORCEMENT	<u>0.00</u>	<u>0.00</u>	<u>17,300.00</u>	<u>1,375.38</u>	<u>14,750.00</u>	
*** TOTAL EXPENDITURES ***	<u>0.00</u>	<u>0.00</u>	<u>17,300.00</u>	<u>1,375.38</u>	<u>14,750.00</u>	
** REVENUES OVER (UNDER) EXPENDITURES **	<u>3,237.10</u>	<u>5,353.39</u>	<u>0.00</u>	<u>2,910.46</u>	<u>0.00</u>	

06 -ENFORCE OF ALCOHOL LAWS

REVENUES	TWO YEARS	ONE YEAR	CURRENT YEAR		PROPOSED BUDGET	98 BUDGET WORKSPACE
	PRIOR ACTUAL	PRIOR ACTUAL	ACTUAL BUDGET	YEAR TO DATE ACTUAL		
MISCELLANEOUS REVENUE						
06-45141 INTEREST ON INVESTMENTS	2.10	9.39	100.00	12.84	100.00	
06-45199 RESERVED CARRYOVER	<u>0.00</u>	<u>0.00</u>	<u>9,200.00</u>	<u>0.00</u>	<u>6,150.00</u>	
TOTAL MISCELLANEOUS REVENUE	2.10	9.39	9,300.00	12.84	6,250.00	
TRANSFERS						
06-46803 TRANSFER FROM COURT	<u>3,235.00</u>	<u>5,344.00</u>	<u>8,000.00</u>	<u>4,273.00</u>	<u>8,500.00</u>	
TOTAL TRANSFERS	<u>3,235.00</u>	<u>5,344.00</u>	<u>8,000.00</u>	<u>4,273.00</u>	<u>8,500.00</u>	
*** TOTAL REVENUES ***	<u>3,237.10</u>	<u>5,353.39</u>	<u>17,300.00</u>	<u>4,285.84</u>	<u>14,750.00</u>	

06 -ENFORCE OF ALCOHOL LAWS
POLICE ENFORCEMENT
DEPARTMENT EXPENDITURES

TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET
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OTHER SERVICES & CHARGES

06-541-5310 TRAINING	0.00	0.00	1,000.00	264.00	2,000.00
06-541-5326 TRAVEL	0.00	0.00	500.00	0.00	1,500.00
06-541-5353 OTHER SERVICES AND FEES	0.00	0.00	250.00	0.00	500.00
06-541-5360 COMPUTER MAINTENANCE	0.00	0.00	500.00	0.00	750.00
06-541-5371 SERVICES/MACHINERY - EQUIP	0.00	0.00	2,250.00	1,111.38	2,250.00
TOTAL OTHER SERVICES & CHARGES	0.00	0.00	4,500.00	1,375.38	7,000.00

INCREASE TO FUND BALANCE

06-541-5555 INCREASE TO FUND BALANCE	0.00	0.00	12,550.00	0.00	0.00
TOTAL INCREASE TO FUND BALANCE	0.00	0.00	12,550.00	0.00	0.00

MATERIALS AND SUPPLIES

06-541-5610 OTHER SUPPLIES	0.00	0.00	250.00	0.00	1,250.00
TOTAL MATERIALS AND SUPPLIES	0.00	0.00	250.00	0.00	1,250.00

CAPITAL

06-541-5971 SERVICES/EQUIPMENT	0.00	0.00	0.00	0.00	6,500.00
TOTAL CAPITAL	0.00	0.00	0.00	0.00	6,500.00

TOTAL POLICE ENFORCEMENT

	0.00	0.00	17,300.00	1,375.38	14,750.00
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** TOTAL EXPENDITURES ***

	0.00	0.00	17,300.00	1,375.38	14,750.00
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**2016 - 2017 FISCAL BUDGET
SUPPORTING DETAIL FOR SUPPLIES AND CONTRACTUAL SERVICES**

Form No. 2

FUND NO. 06	DEPARTMENT Police-Enforcement of Alcohol Laws	DEPT # 541	DEPARTMENTAL REQUEST	INCLUDED IN FY17
ACCT CODE	JUSTIFICATION (TYPES OF COSTS INCURRED)	COST		
5310	Training and Education	\$2,000	\$2,000	\$2,000
5326	Travel	\$1,500	\$1,500	\$1,500
5353	Other Services and Fees	\$500	\$500	\$500
5360	Computer Maintenance	\$750	\$750	\$750
5371	Services/Machinery/Equipment	\$2,250	\$2,250	\$2,250
5610	Other Supplies - photo/video, fingerprint supplies etc.	\$1,250	\$1,250	\$1,250
5971	Services/Equipment-Capital	\$6,500	\$6,500	\$6,500
Grand Total			\$14,750	\$14,750

Prepared By: Chuck Foley, Police Chief

Library Fund

The Library Fund is used to account for restricted state grant agreements and fines generated as a result of overdue library materials. Funds are used for library operations, local programs, and capital purchases.

-LIBRARY FUND

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	
<u>REVENUE SUMMARY</u>						
SERVICES	118.25	1,464.10	2,000.00	1,522.65	1,800.00	_____
FINES	3,162.52	4,017.95	5,000.00	2,031.33	2,775.00	_____
MISCELLANEOUS REVENUE	<u>20,812.58</u>	<u>25,911.84</u>	<u>128,823.00</u>	<u>106,149.56</u>	<u>7,200.00</u>	_____
** TOTAL REVENUES ***	<u>24,093.35</u>	<u>31,393.89</u>	<u>135,823.00</u>	<u>109,703.54</u>	<u>11,775.00</u>	_____
<u>EXPENDITURE SUMMARY</u>						
ADMINISTRATION	<u>35,639.62</u>	<u>23,366.28</u>	<u>135,823.00</u>	<u>35,956.20</u>	<u>11,775.00</u>	_____
* TOTAL EXPENDITURES ***	<u>35,639.62</u>	<u>23,366.28</u>	<u>135,823.00</u>	<u>35,956.20</u>	<u>11,775.00</u>	_____
* REVENUES OVER (UNDER) EXPENDITURES ** (<u>11,546.27)</u>	<u>8,027.61</u>	<u>0.00</u>	<u>73,747.34</u>	<u>0.00</u>	_____

REVENUES	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR -----		PROPOSED BUDGET	BUDGET WORKSPACE
			ACTUAL BUDGET	YEAR TO DATE ACTUAL		
SERVICES						
07-41160 BEVERAGE SALES	<u>118.25</u>	<u>1,464.10</u>	<u>2,000.00</u>	<u>1,522.65</u>	<u>1,800.00</u>	
TOTAL SERVICES	118.25	1,464.10	2,000.00	1,522.65	1,800.00	
FINES						
07-44150 FINES & FEES	<u>3,162.52</u>	<u>4,017.95</u>	<u>5,000.00</u>	<u>2,031.33</u>	<u>2,775.00</u>	
TOTAL FINES	3,162.52	4,017.95	5,000.00	2,031.33	2,775.00	
MISCELLANEOUS REVENUE						
07-45100 DONATIONS	5,273.87	11,468.42	14,673.00	12,560.78	7,000.00	
07-45110 LIBRARY MEMORIAL	41.64	25.00	100.00	59.05	100.00	
07-45111 GRANTS	15,420.70	14,365.30	63,285.00	63,284.55	0.00	
07-45112 STATE AID GRANT	0.00	0.00	30,165.00	30,165.00	0.00	
07-45141 INTEREST ON INVESTMENTS	76.37	53.12	100.00	80.18	100.00	
07-45193 MISCELLANEOUS	0.00	0.00	500.00	0.00	0.00	
07-45199 RESERVED CARRY-OVER	<u>0.00</u>	<u>0.00</u>	<u>20,000.00</u>	<u>0.00</u>	<u>0.00</u>	
TOTAL MISCELLANEOUS REVENUE	<u>20,812.58</u>	<u>25,911.84</u>	<u>128,823.00</u>	<u>106,149.56</u>	<u>7,200.00</u>	
*** TOTAL REVENUES ***	<u>24,093.35</u>	<u>31,393.89</u>	<u>135,823.00</u>	<u>109,703.54</u>	<u>11,775.00</u>	

-LIBRARY FUND
ADMINISTRATION
DEPARTMENT EXPENDITURES

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	
<u>INCREASE TO FUND BALANCE</u>						
07-507-5555 FUND BALANCE CARRYOVER	0.00	0.00	0.00	0.00	0.00	
TOTAL INCREASE TO FUND BALANCE	0.00	0.00	0.00	0.00	0.00	
<u>MATERIALS AND SUPPLIES</u>						
07-507-5610 MISCELLANEOUS	35,639.62	16,366.28	83,074.00	19,112.04	11,775.00	
07-507-5611 GRANT - MISC	0.00	0.00	15,000.00	0.00	0.00	
07-507-5630 STATE AID GRANT	0.00	0.00	25,167.00	4,262.16	0.00	
TOTAL MATERIALS AND SUPPLIES	35,639.62	16,366.28	123,241.00	23,374.20	11,775.00	
<u>TRANSFERS</u>						
07-507-5801 TRANSFER TO GENERAL FUND	0.00	7,000.00	12,582.00	12,582.00	0.00	
TOTAL TRANSFERS	0.00	7,000.00	12,582.00	12,582.00	0.00	
TOTAL ADMINISTRATION	35,639.62	23,366.28	135,823.00	35,956.20	11,775.00	
*** TOTAL EXPENDITURES ***	35,639.62	23,366.28	135,823.00	35,956.20	11,775.00	

2016 - 2017 FISCAL BUDGET

Library Fund Income

105

Form No. 6

FUND NO. 07	DEPARTMENT Mustang Public Library	DEPT # 512	DEPARTMENTAL Proposal
<i>ACCT CODE</i>	<i>Income</i>		<i>Proposed Budget</i>
07-41160	Beverage Sales		\$1,800
07-44150	Fines & Fees		\$2,775
07-45100	Donations		\$7,000
07-45110	Library Memorial		\$100
07-45141	Interest on Investments		\$100
07-45199	Reserved Carry-Over		\$0
	Total Proposed Income		\$11,775

PREPARED BY: Desiree Webber, Library Director

2016 - 2017 FISCAL BUDGET
Library Fund Expenses

Form No. 7

FUND NO.	DEPARTMENT	DEPT #	DEPARTMENTAL
07	Library	512	Proposal
ACCT CODE	Expenses		Proposed Budget
07-507-5610	Miscellaneous		\$11,775
	Total Proposed Expenses		\$11,775

PREPARED BY: Desiree Webber, Library Director

Traffic Enforcement

The Traffic Enforcement Fund is used to account for fines and fees restricted for capital and training expenses related to traffic enforcement.

Ordinance #920 established legislative restriction.

3 -PD TRAFFIC ENFORCEMENT

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	
<u>REVENUE SUMMARY</u>						
MISCELLANEOUS REVENUE	25.32	38.57	14,260.00	25.72	8,100.00	
TRANSFERS	<u>12,268.12</u>	<u>13,597.65</u>	<u>15,000.00</u>	<u>10,042.70</u>	<u>14,000.00</u>	
** TOTAL REVENUES ***	<u>12,293.44</u>	<u>13,636.22</u>	<u>29,260.00</u>	<u>10,068.42</u>	<u>22,100.00</u>	
<u>EXPENDITURE SUMMARY</u>						
POLICE ENFORCEMENT	<u>13,348.84</u>	<u>11,998.74</u>	<u>29,260.00</u>	<u>16,157.94</u>	<u>22,100.00</u>	
*** TOTAL EXPENDITURES ***	<u>13,348.84</u>	<u>11,998.74</u>	<u>29,260.00</u>	<u>16,157.94</u>	<u>22,100.00</u>	
* REVENUES OVER (UNDER) EXPENDITURES **	<u>1,055.40</u>	<u>1,637.48</u>	<u>0.00</u>	<u>(6,089.52)</u>	<u>0.00</u>	

08 -PD TRAFFIC ENFORCEMENT

REVENUES	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET
<u>MISCELLANEOUS REVENUE</u>					
08-45141 INTEREST ON INVESTMENTS	25.32	38.57	60.00	25.72	100.00
08-45199 RESTRICTED CARRYOVER	<u>0.00</u>	<u>0.00</u>	<u>14,200.00</u>	<u>0.00</u>	<u>8,000.00</u>
TOTAL MISCELLANEOUS REVENUE	25.32	38.57	14,260.00	25.72	8,100.00
<u>TRANSFERS</u>					
08-46803 TRANSFER FROM COURT	<u>12,268.12</u>	<u>13,597.65</u>	<u>15,000.00</u>	<u>10,042.70</u>	<u>14,000.00</u>
TOTAL TRANSFERS	<u>12,268.12</u>	<u>13,597.65</u>	<u>15,000.00</u>	<u>10,042.70</u>	<u>14,000.00</u>
*** TOTAL REVENUES ***	<u>12,293.44</u>	<u>13,636.22</u>	<u>29,260.00</u>	<u>10,068.42</u>	<u>22,100.00</u>

109 BUDGET
WORKSPACE

-PD TRAFFIC ENFORCEMENT
POLICE ENFORCEMENT
DEPARTMENT EXPENDITURES

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR -----		PROPOSED BUDGET	
			ACTUAL BUDGET	YEAR TO DATE ACTUAL		
OTHER SERVICES & CHARGES						
08-541-5310 TRAINING	0.00	865.00	1,900.00	0.00	3,000.00	_____
08-541-5326 TRAVEL	0.00	168.19	1,900.00	0.00	3,000.00	_____
08-541-5360 COMPUTER MAINTENANCE	6,276.84	725.60	0.00	0.00	3,500.00	_____
08-541-5371 SERVICES/MACHINERY - EQUIPM	2,221.08	6,628.55	7,204.00	7,089.44	5,000.00	_____
TOTAL OTHER SERVICES & CHARGES	8,497.92	8,387.34	11,004.00	7,089.44	14,500.00	_____
INCREASE TO FUND BALANCE						
08-541-5555 INCREASE TO FUND BALANCE	0.00	0.00	8,360.00	0.00	6,200.00	_____
TOTAL INCREASE TO FUND BALANCE	0.00	0.00	8,360.00	0.00	6,200.00	_____
MATERIALS AND SUPPLIES						
08-541-5610 OTHER SUPPLIES	648.92	224.42	1,400.00	650.74	1,400.00	_____
TOTAL MATERIALS AND SUPPLIES	648.92	224.42	1,400.00	650.74	1,400.00	_____
CAPITAL						
08-541-5971 SERVICES/EQUIPMENT	4,202.00	3,386.98	8,496.00	8,417.76	0.00	_____
TOTAL CAPITAL	4,202.00	3,386.98	8,496.00	8,417.76	0.00	_____
TOTAL POLICE ENFORCEMENT	13,348.84	11,998.74	29,260.00	16,157.94	22,100.00	=====
*** TOTAL EXPENDITURES ***	13,348.84	11,998.74	29,260.00	16,157.94	22,100.00	=====

2016 - 2017 FISCAL BUDGET				
SUPPORTING DETAIL FOR SUPPLIES AND CONTRACTUAL SERVICES				
Form No. 2				
FUND NO.	DEPARTMENT	DEPT #	DEPARTMENTAL	INCLUDED
08	Police	541	REQUEST	IN FY17
ACCT CODE	JUSTIFICATION (TYPES OF COSTS INCURRED)	COST		
5310	Training <u>No Change.</u> The department will use this for Traffic Enforcement/Safety/Education training. Staff may also be sent to specialized training in the detection of intoxicated drivers, such as A-Ride training or combating underage alcohol use; 2 Much 2 Lose (2M2L) or similar.		\$3,000	\$3,000
5326	Travel <u>No change.</u> The department pays for lodging and per diem for employees who have to travel to training. Out-of-state training is extremely limited and is only applicable for training which is necessary and can not be found in Oklahoma. Many specialized training classes are held out of state.		\$3,000	\$3,000
5360	Computer Maintenance Computer Software and Operation Computer Equipment (Scanners, Printers)	\$2,000 \$1,500	\$3,500	\$3,500
5371	Services/Machinery-Equipment- etc. Purchase and Repair of Traffic Related Equipment The department will utilize these funds to purchase and repair traffic related equipment such as Intoxilyzer, speed trailer, batteries, still/video cameras, photographic/video supplies, emergency/warning equipment and measuring devices.	\$5,000	\$5,000	\$5,000
5610	Other Supplies- photo/video, fingerprint supplies, etc. Educational Materials for the Public Supplies for Traffic Related Equipment <u>No Change.</u> The police department will buy traffic enforcement/investigation supplies and educational materials for the public. The educational materials may be handouts, pencils and other materials on traffic education/safety. The department will purchase supplies necessary for traffic enforcement/investigation. The department will purchase supplies for traffic related equipment for DUI enforcement such as the intoxilyzer.	\$700 \$700	\$1,400	\$1,400
Grand Total			\$15,900	\$15,900
Prepared By: <u>Chuck Foley, Police Chief</u>				

2012 GO Bonds - Baseball Complex

The City issued
\$1,550,000
general obligation
bonds, series
2012, dated June 1,
2012 to provide
financing for the
construction of a
baseball complex.

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	
<u>REVENUE SUMMARY</u>						
MISCELLANEOUS REVENUE	1,680.65	170.66	40.00	0.09	40.00	
*** TOTAL REVENUES ***	1,680.65	170.66	40.00	0.09	40.00	
<u>EXPENDITURE SUMMARY</u>						
GENERAL GOVERNMENT	801,733.29	106,216.70	40.00	0.00	40.00	
* TOTAL EXPENDITURES ***	801,733.29	106,216.70	40.00	0.00	40.00	
REVENUES OVER (UNDER) EXPENDITURES **	(800,052.64)	(106,046.04)	0.00	0.09	0.00	

09 -2012 GO BOND - BASEBALL

REVENUES	TWO YEARS	ONE YEAR	CURRENT YEAR		PROPOSED	114 BUDGET WORKSPACE
	PRIOR ACTUAL	PRIOR ACTUAL	ACTUAL BUDGET	YEAR TO DATE ACTUAL		
<u>MISCELLANEOUS REVENUE</u>						
09-45141 INTEREST ON INVESTMENTS	1,680.65	170.66	10.00	0.09	1.00	
09-45199 RESTRICTED CARRYOVER	<u>0.00</u>	<u>0.00</u>	<u>30.00</u>	<u>0.00</u>	<u>39.00</u>	
TOTAL MISCELLANEOUS REVENUE	<u>1,680.65</u>	<u>170.66</u>	<u>40.00</u>	<u>0.09</u>	<u>40.00</u>	
*** TOTAL REVENUES ***	<u>1,680.65</u>	<u>170.66</u>	<u>40.00</u>	<u>0.09</u>	<u>40.00</u>	

2012 GO BOND - BASEBALL
GENERAL GOVERNMENT
DEPARTMENT EXPENDITURES

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	
<u>CAPITAL</u>						
09-515-5971 CAPITAL BOND PROJECTS	<u>801,733.29</u>	<u>106,216.70</u>	<u>40.00</u>	<u>0.00</u>	<u>40.00</u>	
TOTAL CAPITAL	801,733.29	106,216.70	40.00	0.00	40.00	
15-5971 CAPITAL BOND PROJECTS						
TOTAL GENERAL GOVERNMENT	<u>801,733.29</u>	<u>106,216.70</u>	<u>40.00</u>	<u>0.00</u>	<u>40.00</u>	
** TOTAL EXPENDITURES ***	<u>801,733.29</u>	<u>106,216.70</u>	<u>40.00</u>	<u>0.00</u>	<u>40.00</u>	

PERMANENT NOTES:
2012 GO bonds used for new baseball complex purposes only.

Employee Flex Spending

The City offers its employees a flexible spending program, which is allowable under Internal Revenue Code, Section 125. The program allows employees to deposit a portion of their pre-tax income into the account maintained for health care expenditures.

EMPLOYEE FLEX SPENDING

TWO YEARS PRIOR ACTUAL ONE YEAR PRIOR ACTUAL ----- CURRENT YEAR -----
 ACTUAL ACTUAL ACTUAL YEAR TO DATE ACTUAL PROPOSED BUDGET

11 BUDGET
 WORKSPACE

REVENUE SUMMARY

MISCELLANEOUS REVENUE	<u>3,263.85</u>	<u>0.00</u>	<u>5,000.00</u>	<u>1,278.85</u>	<u>7,000.00</u>	
*** TOTAL REVENUES ***	<u>3,263.85</u>	<u>0.00</u>	<u>5,000.00</u>	<u>1,278.85</u>	<u>7,000.00</u>	

EXPENDITURE SUMMARY

ADMINISTRATION	<u>0.00</u>	<u>134.21</u>	<u>3,875.00</u>	<u>0.00</u>	<u>3,700.00</u>	
TRANSFERS	<u>0.00</u>	<u>0.00</u>	<u>1,125.00</u>	<u>1,121.69</u>	<u>3,300.00</u>	
** TOTAL EXPENDITURES **	<u>0.00</u>	<u>134.21</u>	<u>5,000.00</u>	<u>1,121.69</u>	<u>7,000.00</u>	

REVENUES OVER (UNDER) EXPENDITURES **	<u>3,263.85</u>	<u>(134.21)</u>	<u>0.00</u>	<u>157.16</u>	<u>0.00</u>	
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10 -EMPLOYEE FLEX SPENDING

REVENUES	TWO YEARS		CURRENT YEAR		PROPOSED BUDGET	118 BUDGET WORKSPACE
	PRIOR ACTUAL	PRIOR ACTUAL	ACTUAL BUDGET	YEAR TO DATE ACTUAL		
<u>MISCELLANEOUS REVENUE</u>						
10-45199 EMPLOYEE WITHHOLDINGS	3,263.85	0.00	1,400.00	1,278.85	3,300.00	
10-45200 RESERVED CARRY-OVER	<u>0.00</u>	<u>0.00</u>	<u>3,600.00</u>	<u>0.00</u>	<u>3,700.00</u>	
TOTAL MISCELLANEOUS REVENUE	<u>3,263.85</u>	<u>0.00</u>	<u>5,000.00</u>	<u>1,278.85</u>	<u>7,000.00</u>	
*** TOTAL REVENUES ***	<u>3,263.85</u>	<u>0.00</u>	<u>5,000.00</u>	<u>1,278.85</u>	<u>7,000.00</u>	

-EMPLOYEE FLEX SPENDING
 ADMINISTRATION
 DEPARTMENT EXPENDITURES

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	
<u>PERSONAL SERVICES</u>						
10-500-5125 EMPLOYEE REIMBURSEMENTS	0.00	134.21	3,875.00	0.00	0.00	
TOTAL PERSONAL SERVICES	0.00	134.21	3,875.00	0.00	0.00	
<u>INCREASE TO FUND BALANCE</u>						
10-500-5555 INCREASE TO FUND BALANCE	0.00	0.00	0.00	0.00	3,700.00	
TOTAL INCREASE TO FUND BALANCE	0.00	0.00	0.00	0.00	3,700.00	
TOTAL ADMINISTRATION	0.00	134.21	3,875.00	0.00	3,700.00	

Park and Recreation Donation Fund

The Donation Fund is used to account for the proceeds of specified donations that are restricted for Park and Recreation events and projects.

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR -----		PROPOSED BUDGET	
			ACTUAL BUDGET	YEAR TO DATE ACTUAL		
<u>REVENUE SUMMARY</u>						
MISCELLANEOUS REVENUE	0.00	0.00	5,252.00	5,252.00	5,000.00	
** TOTAL REVENUES ***	0.00	0.00	5,252.00	5,252.00	5,000.00	
<u>EXPENDITURE SUMMARY</u>						
ADMINISTRATION	0.00	0.00	5,252.00	0.00	5,000.00	
* TOTAL EXPENDITURES ***	0.00	0.00	5,252.00	0.00	5,000.00	
REVENUES OVER (UNDER) EXPENDITURES **	0.00	0.00	0.00	5,252.00	0.00	

11 -PARK & REC DONATION

REVENUES	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET
<u>MISCELLANEOUS REVENUE</u>					
11-45100 DONATIONS	0.00	0.00	5,252.00	5,252.00	0.00
11-45141 INTEREST ON INVESTMENTS	0.00	0.00	0.00	0.00	0.00
11-45199 RESERVED CARRYOVER	0.00	0.00	0.00	0.00	5,000.00
TOTAL MISCELLANEOUS REVENUE	0.00	0.00	5,252.00	5,252.00	5,000.00
*** TOTAL REVENUES ***	0.00	0.00	5,252.00	5,252.00	5,000.00

1 -PARK & REC DONATION
 ADMINISTRATION
 DEPARTMENT EXPENDITURES

TWO YEARS ONE YEAR ----- CURRENT YEAR -----
 PRIOR PRIOR ACTUAL YEAR TO DATE
 ACTUAL ACTUAL BUDGET ACTUAL

PROPOSED
 BUDGET

124 BUDGET
 WORKSPACE

<u>OTHER SERVICES & CHARGES</u>						
11-500-5302 SPECIAL EVENTS	0.00	0.00	5,252.00	0.00	0.00	
TOTAL OTHER SERVICES & CHARGES	0.00	0.00	5,252.00	0.00	0.00	
<u>INCREASE TO FUND BALANCE</u>						
11-500-5555 INCREASE TO FUND BALANCE	0.00	0.00	0.00	0.00	5,000.00	
TOTAL INCREASE TO FUND BALANCE	0.00	0.00	0.00	0.00	5,000.00	
TOTAL ADMINISTRATION	0.00	0.00	5,252.00	0.00	5,000.00	
*** TOTAL EXPENDITURES ***	0.00	0.00	5,252.00	0.00	5,000.00	

2012 GO Bonds – Town Center Expansion

The City issued
\$2,050,000
general obligation
bonds, series
2012, dated June 1,
2012 for the
purpose of the
expansion of the
Library and Town
Center facilities.

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	
<u>REVENUE SUMMARY</u>						
MISCELLANEOUS REVENUE	<u>1,418.83</u>	<u>568.81</u>	<u>168,000.00</u>	<u>203.60</u>	<u>75,250.00</u>	
** TOTAL REVENUES ***	<u>1,418.83</u>	<u>568.81</u>	<u>168,000.00</u>	<u>203.60</u>	<u>75,250.00</u>	
<u>EXPENDITURE SUMMARY</u>						
GENERAL GOVERNMENT	<u>1,080,362.07</u>	<u>149,271.75</u>	<u>168,000.00</u>	<u>84,468.83</u>	<u>75,250.00</u>	
** TOTAL EXPENDITURES ***	<u>1,080,362.07</u>	<u>149,271.75</u>	<u>168,000.00</u>	<u>84,468.83</u>	<u>75,250.00</u>	
* REVENUES OVER (UNDER) EXPENDITURES **	<u>(1,078,943.24)</u>	<u>(148,702.94)</u>	<u>0.00</u>	<u>(84,265.23)</u>	<u>0.00</u>	

REVENUES	TWO YEARS		CURRENT YEAR		PROPOSED
	PRIOR ACTUAL	PRIOR ACTUAL	ACTUAL BUDGET	YEAR TO DATE ACTUAL	
MISCELLANEOUS REVENUE					
12-45141 INTEREST INCOME	1,418.83	568.81	500.00	203.60	250.00
12-45200 RESTRICTED CARRY-OVER	0.00	0.00	167,500.00	0.00	75,000.00
TOTAL MISCELLANEOUS REVENUE	<u>1,418.83</u>	<u>568.81</u>	<u>168,000.00</u>	<u>203.60</u>	<u>75,250.00</u>
*** TOTAL REVENUES ***	<u>1,418.83</u>	<u>568.81</u>	<u>168,000.00</u>	<u>203.60</u>	<u>75,250.00</u>

2012 GO BOND-TOWN CENTER
 GENERAL GOVERNMENT
 DEPARTMENT EXPENDITURES

DEPARTMENT EXPENDITURES	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	
CAPITAL						
12-515-5971 CONSTRUCTION COST	1,080,362.07	149,271.75	168,000.00	84,468.83	75,250.00	
TOTAL CAPITAL	1,080,362.07	149,271.75	168,000.00	84,468.83	75,250.00	
15-5971 CONSTRUCTION COST						
PERMANENT NOTES: Financial resources are restricted for construction of capital facility (Town Center Expansion only)						
TOTAL GENERAL GOVERNMENT	1,080,362.07	149,271.75	168,000.00	84,468.83	75,250.00	
** TOTAL EXPENDITURES ***	1,080,362.07	149,271.75	168,000.00	84,468.83	75,250.00	

Street /Drainage Improvement

The Street/Drainage Improvement Fund is a special revenue fund used to account for the proceeds of specified revenue sources that are restricted or committed to expenditures for street projects and repair.

TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL YEAR TO DATE BUDGET ACTUAL	PROPOSED BUDGET
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REVENUE SUMMARY

MISCELLANEOUS REVENUE	390,635.36	2,947.23	1,183,500.00	2,814.78	734,000.00	
TRANSFERS	<u>384,986.70</u>	<u>446,362.83</u>	<u>456,000.00</u>	<u>246,011.52</u>	<u>450,000.00</u>	
** TOTAL REVENUES ***	<u>775,622.06</u>	<u>449,310.06</u>	<u>1,639,500.00</u>	<u>248,826.30</u>	<u>1,184,000.00</u>	

EXPENDITURE SUMMARY

ADMINISTRATION	<u>1,288,945.99</u>	<u>51,347.75</u>	<u>1,639,000.00</u>	<u>191,064.89</u>	<u>1,184,000.00</u>	
*** TOTAL EXPENDITURES ***	<u>1,288,945.99</u>	<u>51,347.75</u>	<u>1,639,000.00</u>	<u>191,064.89</u>	<u>1,184,000.00</u>	

** REVENUES OVER (UNDER) EXPENDITURES **	<u>(513,323.93)</u>	<u>397,962.31</u>	<u>500.00</u>	<u>57,761.41</u>	<u>0.00</u>	
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REVENUES	TWO YEARS	ONE YEAR	----- CURRENT YEAR -----		PROPOSED BUDGET
	PRIOR ACTUAL	PRIOR ACTUAL	ACTUAL BUDGET	YEAR TO DATE ACTUAL	
MISCELLANEOUS REVENUE					
14-45111 GRANT REVENUE	387,315.23	0.00	0.00	0.00	0.00
14-45141 INTEREST ON INVESTMENTS	3,320.13	2,947.23	3,500.00	2,814.78	4,000.00
14-45200 BUDGETED CARRY-OVER	0.00	0.00	1,180,000.00	0.00	730,000.00
TOTAL MISCELLANEOUS REVENUE	390,635.36	2,947.23	1,183,500.00	2,814.78	734,000.00
TRANSFERS					
14-46801 TRANSFER FROM GENERAL FUND	210,000.00	312,000.00	312,000.00	156,000.00	312,000.00
14-46868 TRANSFER FROM MIA	174,986.70	134,362.83	144,000.00	90,011.52	138,000.00
TOTAL TRANSFERS	384,986.70	446,362.83	456,000.00	246,011.52	450,000.00
*** TOTAL REVENUES ***	775,622.06	449,310.06	1,639,500.00	248,826.30	1,184,000.00

4 -STREET/DRAINAGE IMP
ADMINISTRATION
DEPARTMENT EXPENDITURES

TWO YEARS ONE YEAR ----- CURRENT YEAR -----
PRIOR PRIOR ACTUAL YEAR TO DATE
ACTUAL ACTUAL BUDGET ACTUAL

PROPOSED
BUDGET

132 BUDGET
WORKSPACE

OTHER SERVICES & CHARGES

14-514-5336 ENGINEERING FEES	61,330.25	8,248.75	46,700.00	22,067.25	30,000.00	
14-514-5391 MISC CONTRACTUAL SERVICES	0.00	0.00	17,000.00	5,198.13	20,000.00	
TOTAL OTHER SERVICES & CHARGES	61,330.25	8,248.75	63,700.00	27,265.38	50,000.00	

14-5336 ENGINEERING FEES PERMANENT NOTES:
Engineering fees associated with surveys on street and drainage projects.

14-5391 MISC CONTRACTUAL SERVICES PERMANENT NOTES:
Silver Star Construction - maintenance caps

INCREASE TO FUND BALANCE

14-514-5555 INCREASE TO FUND BALANCE	0.00	0.00	907,900.00	0.00	955,500.00	
TOTAL INCREASE TO FUND BALANCE	0.00	0.00	907,900.00	0.00	955,500.00	

MATERIALS AND SUPPLIES

14-514-5623 HEIGHTS PROJECT	185,249.77	0.00	160,000.00	0.00	0.00	
14-514-5624 89TH ST TO COUNTY LINE PROJ	1,042,365.97	43,099.00	340,000.00	0.00	0.00	
14-514-5625 DRAINAGE IMPROVEMENT	0.00	0.00	7,300.00	7,260.00	0.00	
14-514-5626 SIDEWALK CONSTRUCTION	0.00	0.00	25,000.00	21,618.60	20,000.00	
14-514-5627 SIGNALIZATION	0.00	0.00	21,000.00	20,862.28	116,000.00	
14-514-5628 TOWN CTR/WHP ROADWAY & PKG	0.00	0.00	114,100.00	114,058.63	0.00	
14-514-5629 RR CROSSING - CZECH/89TH ST	0.00	0.00	0.00	0.00	42,500.00	
TOTAL MATERIALS AND SUPPLIES	1,227,615.74	43,099.00	667,400.00	163,799.51	178,500.00	

14-5623 HEIGHTS PROJECT CURRENT YEAR NOTES:
carryover from fyl6 (start last day of school).
concrete/panel replacement

14-5624 89TH ST TO COUNTY LINE PROCURRENT YEAR NOTES:
carryover from fyl6

14-5626 SIDEWALK CONSTRUCTION CURRENT YEAR NOTES:
New sidewalks/sod.

14-5627 SIGNALIZATION CURRENT YEAR NOTES:
Resolution 16-026 (City requested from ODOT
permission to install a traffic light at the
corner of E. Plantation Terrace & Mustang Road, February 2,
2016).

14-5629 RR CROSSING - CZECH/89TH SCURRENT YEAR NOTES:
Federal-aid Railroad Safety Project for improvements of the
SLWC Crossing at Czech Hall Road and 89th Street

DEPARTMENT EXPENDITURES	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET
City/County Share (10%) signals \$42,500.					
Total project cost estimate \$585,000.					
TOTAL ADMINISTRATION	1,288,945.99	51,347.75	1,639,000.00	191,064.89	1,184,000.00
*** TOTAL EXPENDITURES ***	1,288,945.99	51,347.75	1,639,000.00	191,064.89	1,184,000.00

Debt Service

The City Debt Service Fund is used to account for ad-valorem taxes levied by the city for use in retiring general obligation bonds, court-assessed judgments, and their related interest and fiscal agent fees. In State law, this fund is referred to as the Sinking Fund. Current obligations are the 2012 General Obligation Bond Projects – Ball Field and the Town Center Expansion.

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	
<u>REVENUE SUMMARY</u>						
TAXES & FRANCHISE	315,991.75	318,565.32	353,000.00	286,756.47	319,000.00	_____
MISCELLANEOUS REVENUE	<u>0.00</u>	<u>0.00</u>	<u>256,000.00</u>	<u>745.36</u>	<u>221,200.00</u>	_____
*** TOTAL REVENUES ***	<u>315,991.75</u>	<u>318,565.32</u>	<u>609,000.00</u>	<u>287,501.83</u>	<u>540,200.00</u>	=====
<u>EXPENDITURE SUMMARY</u>						
GO BONDS	332,752.50	322,807.50	314,520.00	29,760.00	306,250.00	_____
FUND BALANCE	<u>0.00</u>	<u>0.00</u>	<u>294,480.00</u>	<u>0.00</u>	<u>233,950.00</u>	_____
*** TOTAL EXPENDITURES ***	<u>332,752.50</u>	<u>322,807.50</u>	<u>609,000.00</u>	<u>29,760.00</u>	<u>540,200.00</u>	=====
*** REVENUES OVER (UNDER) EXPENDITURES ***	<u>(16,760.75)</u>	<u>(4,242.18)</u>	<u>0.00</u>	<u>257,741.83</u>	<u>0.00</u>	=====

REVENUES	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	
<u>TAXES & FRANCHISE</u>						
27-42105 AD VALOREM TAX	314,438.43	315,377.78	350,000.00	284,417.80	315,000.00	
27-42106 AD VALOREM - PAST YEARS	<u>1,553.32</u>	<u>3,187.54</u>	<u>3,000.00</u>	<u>2,338.67</u>	<u>4,000.00</u>	
TOTAL TAXES & FRANCHISE	<u>315,991.75</u>	<u>318,565.32</u>	<u>353,000.00</u>	<u>286,756.47</u>	<u>319,000.00</u>	
<u>MISCELLANEOUS REVENUE</u>						
27-45141 INTEREST	0.00	0.00	1,000.00	844.08	1,200.00	
27-45193 MISCELLANEOUS	0.00	0.00	0.00	0.68	0.00	
27-45199 RESERVED CARRYOVER	<u>0.00</u>	<u>0.00</u>	<u>255,000.00</u>	<u>0.00</u>	<u>220,000.00</u>	
TOTAL MISCELLANEOUS REVENUE	<u>0.00</u>	<u>0.00</u>	<u>256,000.00</u>	<u>844.76</u>	<u>221,200.00</u>	
*** TOTAL REVENUES ***	<u>315,991.75</u>	<u>318,565.32</u>	<u>609,000.00</u>	<u>287,601.23</u>	<u>540,200.00</u>	

-DEBT SERVICE

GO BONDS

DEPARTMENT EXPENDITURES

TWO YEARS
PRIOR
ACTUAL

ONE YEAR
PRIOR
ACTUAL

----- CURRENT YEAR -----
ACTUAL YEAR TO DATE
BUDGET ACTUAL

PROPOSED
BUDGET

137 BUDGET
WORKSPACE

BONDS

DEPARTMENT EXPENDITURES	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	CURRENT YEAR ACTUAL	CURRENT YEAR YEAR TO DATE ACTUAL	PROPOSED BUDGET
27-508-5750 12 PRINCIPAL PAYMENT	255,000.00	255,000.00	255,000.00	0.00	255,000.00
27-508-5751 12 INTEREST PAYMENT	77,452.50	67,507.50	59,220.00	29,610.00	50,950.00
27-508-5752 12 FISCAL AGENT FEES	300.00	300.00	300.00	150.00	300.00
TOTAL BONDS	332,752.50	322,807.50	314,520.00	29,760.00	306,250.00

08-5750 12 PRINCIPAL PAYMENT
 PERMANENT NOTES:
 2012 GO BONDS \$3.6m. Bank of Oklahoma (BOK2878 loan).
 Principal payment 6/1/2017 \$255,000 on 2012 GO Bonds.

08-5751 12 INTEREST PAYMENT
 PERMANENT NOTES:
 Mill levy 2.45 fye 2017 (ref amortization schedule)
 3.25% & .90% interest fye 2017. \$25,466.25 semi-annual
 payments.
 Maturity 6/1/2027.

08-5752 12 FISCAL AGENT FEES
 PERMANENT NOTES:
 Semi-annual fiscal agent fees \$150.

TOTAL GO BONDS	332,752.50	322,807.50	314,520.00	29,760.00	306,250.00
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27 -DEBT SERVICE
 FUND BALANCE
 DEPARTMENT EXPENDITURES

TWO YEARS PRIOR ACTUAL ONE YEAR PRIOR ACTUAL ----- CURRENT YEAR -----
 ACTUAL ACTUAL ACTUAL YEAR TO DATE ACTUAL

PROPOSED BUDGET

138 BUDGET WORKSPACE

INCREASE TO FUND BALANCE

27-509-5555 INCREASE TO FUND BALANCE	0.00	0.00	294,480.00	0.00	233,950.00
TOTAL INCREASE TO FUND BALANCE	0.00	0.00	294,480.00	0.00	233,950.00

TOTAL FUND BALANCE	0.00	0.00	294,480.00	0.00	233,950.00
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*** TOTAL EXPENDITURES ***	332,752.50	322,807.50	609,000.00	29,760.00	540,200.00
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City of Mustang GO Bond dated 06/01/2012

Town Center/Ball Fields

\$255,000 annual installment payments, final \$285,000, interest rates of .09% to 3.9% to be repaid from property tax levy.

BOK2878

Mill Levy	Amount	Maturity	Rate	Owner	Principal	Interest	Outstanding	Budget Needed	
3.04	\$3,600,000.00	06/01/2013	0.0000%	BOKF		\$0.00	\$77,452.50	\$3,600,000.00	
		12/01/2013	0.0000%			\$0.00	\$38,726.25	\$0.00	
2.85		06/01/2014	3.9000%		\$255,000.00	\$38,726.25	\$3,345,000.00	\$332,452.50	FY14
		12/01/2014	3.9000%			\$0.00	\$33,753.75	\$0.00	
2.70		06/01/2015	3.2500%		\$255,000.00	\$33,753.75	\$3,090,000.00	\$322,507.50	FY15
		12/01/2015	3.2500%			\$0.00	\$29,610.00	\$0.00	
2.58		06/01/2016	3.2500%		\$255,000.00	\$29,610.00	\$2,835,000.00	\$314,220.00	FY16
		12/01/2016	3.2500%			\$0.00	\$25,466.25	\$0.00	
2.45		06/01/2017	.90%		\$255,000.00	\$25,466.25	\$2,580,000.00	\$305,932.50	FY17
		12/01/2017	.90%			\$0.00	\$24,318.75	\$0.00	
2.32		06/01/2018	1.0000%		\$255,000.00	\$24,318.75	\$2,325,000.00	\$303,637.50	FY18
		12/01/2018	1.0000%			\$0.00	\$23,043.75	\$0.00	
2.2		06/01/2019	1.1250%		\$255,000.00	\$23,043.75	\$2,070,000.00	\$301,087.50	FY19
		12/01/2019	1.1250%			\$0.00	\$21,609.38	\$0.00	
2.08		06/01/2020	1.2500%		\$255,000.00	\$21,609.38	\$1,815,000.00	\$298,218.76	FY20
		12/01/2020	1.2500%			\$0.00	\$20,015.63	\$0.00	
1.96		06/01/2021	1.5000%		\$255,000.00	\$20,015.63	\$1,560,000.00	\$295,031.26	FY21
		12/01/2021	1.5000%			\$0.00	\$18,103.13	\$0.00	
1.85		06/01/2022	1.7500%		\$255,000.00	\$18,103.13	\$1,305,000.00	\$291,206.26	FY22
		12/01/2022	1.7500%			\$0.00	\$15,871.88	\$0.00	
1.74		06/01/2023	2.0000%		\$255,000.00	\$15,871.88	\$1,050,000.00	\$286,743.76	FY23
		12/01/2023	2.0000%			\$0.00	\$13,321.88	\$0.00	
1.63		06/01/2024	2.2500%		\$255,000.00	\$13,321.88	\$795,000.00	\$281,643.76	FY24
		12/01/2024	2.2500%			\$0.00	\$10,453.13	\$0.00	
1.52		06/01/2025	2.5000%		\$255,000.00	\$10,453.13	\$540,000.00	\$275,906.31	FY25
		12/01/2025	2.5000%			\$0.00	\$7,265.63	\$0.00	
1.42		06/01/2026	2.6250%		\$255,000.00	\$7,265.63	\$285,000.00	\$269,531.26	FY26
		12/01/2026	2.6250%			\$0.00	\$3,918.75	\$0.00	
		06/01/2027	2.7500%		\$285,000.00	\$3,918.75	\$0.00	\$292,837.50	FY27
					\$3,600,000.00	\$648,408.87	\$0.00		

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	
<u>REVENUE SUMMARY</u>						
MISCELLANEOUS REVENUE	4,866.27	22,138.91	1,293,410.00	2,965.09	845,000.00	
TRANSFERS	<u>829,912.93</u>	<u>927,958.47</u>	<u>887,000.00</u>	<u>538,035.79</u>	<u>885,000.00</u>	
*** TOTAL REVENUES ***	<u>834,779.20</u>	<u>950,097.38</u>	<u>2,180,410.00</u>	<u>541,000.88</u>	<u>1,730,000.00</u>	
<u>EXPENDITURE SUMMARY</u>						
CITY MANAGER	0.00	862.85	0.00	0.00	0.00	
LIBRARY	60,075.80	5,482.50	3,360.00	3,360.00	12,000.00	
PARK AND RECREATIONS	38,203.55	118,915.94	7,193.33	7,193.33	79,794.00	
GENERAL GOVERNMENT	15,250.00	122,213.45	899,455.45	800.00	1,013,617.00	
TRANSFER	0.00	416,000.00	0.00	0.00	0.00	
TOWN CENTER	62,500.00	40,523.84	126,020.00	108,895.38	66,037.00	
MALL COMPLEX	241,672.87	106,232.93	304,598.95	304,598.95	92,694.00	
AQUATICS	1,617.70	3,715.00	70,895.00	0.00	24,351.00	
FINANCE	0.00	20,167.99	0.00	0.00	0.00	
COMMUNITY DEVELOPMENT	24,999.00	38,677.86	106,850.00	30,988.01	92,050.00	
POLICE	199,044.11	204,249.81	210,950.00	91,178.04	263,457.00	
ANIMAL CONTROL	2,484.77	0.00	1,000.00	0.00	0.00	
FIRE	34,675.00	101,673.53	200,283.07	197,588.01	2,000.00	
STREETS	0.00	98,689.36	0.00	0.00	69,000.00	
WATER	13,865.00	13,275.00	215,000.00	0.00	15,000.00	
SEWER	<u>27,781.25</u>	<u>171,063.70</u>	<u>34,804.20</u>	<u>34,804.20</u>	<u>0.00</u>	
*** TOTAL EXPENDITURES ***	<u>722,169.05</u>	<u>1,461,743.76</u>	<u>2,180,410.00</u>	<u>779,405.92</u>	<u>1,730,000.00</u>	
** REVENUES OVER (UNDER) EXPENDITURES **	<u>112,610.15</u>	<u>(511,646.38)</u>	<u>0.00</u>	<u>(238,405.04)</u>	<u>0.00</u>	

39 -LIMITED PURPOSE

REVENUES	TWO YEARS		ONE YEAR	CURRENT YEAR		PROPOSED BUDGET	142 BUDGET WORKSPACE
	PRIOR ACTUAL	PRIOR ACTUAL	PRIOR ACTUAL	ACTUAL BUDGET	YEAR TO DATE ACTUAL		
<u>MISCELLANEOUS REVENUE</u>							
39-45111 GRANTS	382.50	0.00	0.00	0.00	0.00	0.00	
39-45141 INTEREST ON INVESTMENTS	4,483.77	4,497.75	5,000.00	2,965.09	5,000.00	5,000.00	
39-45147 SURPLUS ASSETS	0.00	17,067.36	0.00	0.00	0.00	0.00	
39-45193 MISCELLANEOUS	0.00	573.80	0.00	0.00	0.00	0.00	
39-45199 RESERVED CARRYOVER	0.00	0.00	383,410.00	0.00	0.00	0.00	
39-45200 BUDGETED CARRY-OVER	0.00	0.00	905,000.00	0.00	840,000.00	840,000.00	
TOTAL MISCELLANEOUS REVENUE	4,866.27	22,138.91	1,293,410.00	2,965.09	845,000.00	845,000.00	
<u>TRANSFERS</u>							
39-46801 TRANSFER FROM GF - RESTRICTED	0.00	0.00	20,000.00	15,692.64	15,000.00	15,000.00	
39-46867 TRANSFER FROM MIA-EXCESS SALE	829,912.93	927,958.47	867,000.00	522,343.15	870,000.00	870,000.00	
TOTAL TRANSFERS	829,912.93	927,958.47	887,000.00	538,035.79	885,000.00	885,000.00	
*** TOTAL REVENUES ***	834,779.20	950,097.38	2,180,410.00	541,000.88	1,730,000.00	1,730,000.00	

Limited Purpose Fund - Departmental Capital Request

Fiscal Year 2017	DEPT #	DEPARTMENTAL REQUEST	Priority
JUSTIFICATION (TYPES OF COSTS INCURRED)			
		COST	
RFID (Radio Frequency Identification)	512	\$12,000	Priority 1
LIBRARY		<u>\$12,000</u>	
Accessible Playground	513	\$50,000	Priority 1
Hammer Strength Dumbbell Set		\$5,194	Priority 2
(2) WiFi Connection (Gym/Front Hallway)		\$2,600	Priority 2
Video Security System (in park)		\$20,000	Priority 2
Heavy Duty Guards for Sprinkler Covers		\$2,000	Priority 2
PARKS AND RECREATION		<u>\$79,794</u>	
Microsoft Upgrade (15) Police Mobile Terminals	515	\$4,151	Priority 2
Elitedesk (14) New Computers		\$14,886	Priority 1
Upgrade Microsoft 2016 Standard (72 units)		\$19,927	Priority 1
Upgrade Microsoft 2016 Pro Plus (23 units)		\$8,689	Priority 1
GENERAL GOVERNMENT		<u>\$47,653</u>	
New HVA Units (Main Hallway/Kitchen Area) - (2)	518	\$15,132	Priority 1
Christmas Lighting		\$5,000	Priority 1
Window Tinting in Senior Center (Game Room)		\$2,439	Priority 1
New Switch for Computer System		\$3,767	Priority 2
Warming Oven (Banquet Kitchen)		\$4,699	Priority 2
Carpet (Senior Center, Recreation Class, Desk Area, etc.)		\$21,000	Priority 2
Tile (Senior Center)		\$14,000	Priority 2
TOWN CENTER		<u>\$66,037</u>	
Field and Bunker Rake	519	\$16,000	Priority 1
Drop in Ceiling (3) - BB, Soccer, and SB Concession		\$13,500	Priority 2
Walk in Refrigerator		\$18,194	Priority 2
Scoreboards for Softball (5)		\$45,000	Priority 3
BALL COMPLEX		<u>\$92,694</u>	
Sound System	520	\$5,642	Priority 2
Lounge Pool Chairs (162)		\$18,709	Priority 2
AQUATIC CENTER		<u>\$24,351</u>	
Extended cab truck (inspector)	531	\$32,050	Priority 1
Comprehensive plan update		\$60,000	Priority 1
COMMUNITY DEVELOPMENT		<u>\$92,050</u>	
New year lease payments (FY17)	541	\$45,996	Priority 1
2015 dodge ram/3-chevy tahoes		\$64,720	fy15 lease-purchase
2016 dodge chargers		\$42,391	fy16 lease-purchase
Diesel Generator		\$70,905	Priority 1
RTU HVAC Unit		\$39,445	Priority 1
POLICE		<u>\$263,457</u>	
(1) Desktop Computer (shift captain)	551	\$2,000	Priority 1
FIRE		<u>\$2,000</u>	
Directional Signs in City	561	\$25,000	Priority 1
Welcome to Mustang Signs (2)		\$20,000	Priority 1
Mower		\$24,000	Priority 1
STREETS		<u>\$69,000</u>	
Infrastructure		\$15,000	Restricted (Res 15-058)
WATER		<u>\$15,000</u>	
TOTAL CAPITAL REQUEST		<u>\$764,036</u>	
Restricted fund balance for next fiscal year.		\$965,964	
TOTAL LIMITED PURPOSE BUDGET		<u>\$1,730,000</u>	

39 -LIMITED PURPOSE
 CITY MANAGER
 DEPARTMENT EXPENDITURES

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	144 BUDGET WORKSPACE
<u>CAPITAL</u>						
39-511-5971 SERVICES/EQUIPMENT	0.00	862.85	0.00	0.00	0.00	
TOTAL CAPITAL	0.00	862.85	0.00	0.00	0.00	
TOTAL CITY MANAGER	0.00	862.85	0.00	0.00	0.00	

39 -LIMITED PURPOSE

LIBRARY
DEPARTMENT EXPENDITURES

TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET
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145 BUDGET
WORKSPACE

CAPITAL

39-512-5971 SERVICES/EQUIPMENT	<u>60,075.80</u>	<u>5,482.50</u>	<u>3,360.00</u>	<u>3,360.00</u>	<u>12,000.00</u>
TOTAL CAPITAL	60,075.80	5,482.50	3,360.00	3,360.00	12,000.00

512-5971 SERVICES/EQUIPMENT

CURRENT YEAR NOTES:
RFID (radio frequency identification)

TOTAL LIBRARY	60,075.80	5,482.50	3,360.00	3,360.00	12,000.00
	=====	=====	=====	=====	=====

2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST

Form 5

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
	RFID (Radio Frequency Identification) self-check station, staff stations, tags, equipment and software				\$12,000.00 *

**INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.*

*In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.*

Integrating RFID technology into the Mustang Library will allow customers to check out their own materials and will allow Circulation staff to checkout stacks of materials at one time. This will make the checkout process more efficient and the self-check station will be like having an additional staff member at the Circulation Desk. RFID technology involves tagging each item with a radio-frequency tag and then purchasing the reader equipment for the Circulation Desk and the stand alone self-check station for the Library. The Library will choose a system that will integrate with its current circulation software. The Library already has a location with Internet access and electricity for the self-check station.

*Friends of the Mustang Public Library have agreed to match the cost of integrating RFID Technology at 50% with the City of Mustang up to \$15,000.00.

PREPARED BY: Desiree Webber, Library Director

9 - LIMITED PURPOSE
 PARK AND RECREATIONS
 DEPARTMENT EXPENDITURES

TWO YEARS . ONE YEAR ----- CURRENT YEAR -----
 PRIOR PRIOR ACTUAL YEAR TO DATE
 ACTUAL ACTUAL BUDGET ACTUAL

PROPOSED
 BUDGET

147 BUDGET
 WORKSPACE

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ACTUAL	----- CURRENT YEAR YEAR TO DATE ACTUAL	PROPOSED BUDGET	
CAPITAL						
39-513-5971 SERVICES/EQUIPMENT	<u>38,203.55</u>	<u>118,915.94</u>	<u>7,193.33</u>	<u>7,193.33</u>	<u>79,794.00</u>	
TOTAL CAPITAL	38,203.55	118,915.94	7,193.33	7,193.33	79,794.00	
43-5971 SERVICES/EQUIPMENT						
	CURRENT YEAR NOTES:					
	Accessible playground \$50,000					
	Hammer strength dumbell set \$5,194					
	(2) WiFi connection (gym/front hallway) \$2,600					
	Video security system (in park) \$20,000					
	Heavy duty guards for sprinkler covers \$2,000					
TOTAL PARK AND RECREATIONS	<u>38,203.55</u>	<u>118,915.94</u>	<u>7,193.33</u>	<u>7,193.33</u>	<u>79,794.00</u>	

**2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST**

Form 5

FUND NO. 39
DEPARTMENT 513

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
1	Accessible Playground				\$ 50,000

**INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.*

Total: \$ 50,000

*In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.*

In conjunction with the Mustang Park Foundation the City of Mustang will be looking to build a fully accessible playground in Wild Horse Park. Staff would like to allocate a total of \$100,000 for the project. \$50,000 from Park Improvement Fund and \$50,000 from the Limited Purpose Fund. The remaining amount for the project will be paid for with fundraising and grants through the Mustang Park Foundation. Total project cost is unknown until the design is completed. The regional accessible playground will provide a much needed area where all children can interact.

PREPARED BY: Justin Battles, Parks & Recreation Director

2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST

Form 5

FUND NO. 39
DEPARTMENT 513

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
2	Hammer Strength dumbbell set 5 to 100lb		\$3,881		3,881
	rack		\$389		389
	freight		\$925		925

**INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.*
Total: 5,194

*In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.*

The dumbbells have been broken and are missing several sizes. Several others are expected to break this year. They are an essential part of the weight room.

PREPARED BY: Jean Heasley, Assistant P&R Director

2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST

Form 5

FUND NO. 39
DEPARTMENT 513

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
2	Two Wifi connection drops in gymnasium and front hallway				\$ 2,600

**INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.*

Total: \$ 2,600

*In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.*

Current wifi connections will not support the volume of customer or the areas. New drops will add more coverage area to wifi system.

PREPARED BY: Jean Heasley, Assistant P&R Director

2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST

Form 5

FUND NO. 39
DEPARTMENT 513

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
2	Video security system in park				\$ 20,000

**INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.*

*In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.*

Additional video/security system would add a total of sixteen new cameras to be placed on the west side of Town Center, cameras inside Town Center, in baseball and softball concessions, pool concession, and on the west side of the aquatics buildings. System would also include two recording systems and provide full coverage of Town Center parking on the west side. System would also include antenna's that send the system into the recording devices at town center and the softball complex.

PREPARED BY: Justin Battles, Parks & Recreation Director

2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST

Form 5

FUND NO. 39
DEPARTMENT 513

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
2	Heavy duty guards for sprinkler covers for heads under walking track in gym.		\$ 2,000		\$ 2,000

**INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.*

*In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.*

Prevent breakage of sprinkler heads and flooding of gym.

PREPARED BY: Jean Heasley, Assistant P&R Director

39 -LIMITED PURPOSE
GENERAL GOVERNMENT
DEPARTMENT EXPENDITURES

TWO YEARS ONE YEAR ----- CURRENT YEAR -----
PRIOR PRIOR ACTUAL YEAR TO DATE
ACTUAL ACTUAL BUDGET ACTUAL

PROPOSED
BUDGET

INCREASE TO FUND BALANCE

39-515-5552 INCREASE TO FUND BALANCE	0.00	0.00	892,276.15	0.00	965,964.00
TOTAL INCREASE TO FUND BALANCE	0.00	0.00	892,276.15	0.00	965,964.00

39-515-5552 INCREASE TO FUND BALANCE PERMANENT NOTES:
Restricted for next fiscal year carryover.

CAPITAL

39-515-5971 SERVICES/EQUIPMENT	15,250.00	122,213.45	7,179.30	800.00	47,653.00
TOTAL CAPITAL	15,250.00	122,213.45	7,179.30	800.00	47,653.00

39-515-5971 SERVICES/EQUIPMENT CURRENT YEAR NOTES:
Microsoft upgrade (15) police mobile terminals \$4,151
Elitedesk (14) new computers \$14,886
Upgrade microsoft 2016 standard (72 units) \$19,927
Upgrade microsoft 2016 pro plus (23 units) \$8,689
currently in microsoft 2007

TOTAL GENERAL GOVERNMENT	15,250.00	122,213.45	899,455.45	800.00	1,013,617.00
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2016 - 2017 FISCAL BUDGET

CAPITAL OUTLAY REQUEST

FUND NO. 39 - Limited Purpose
DEPARTMENT 515 - General Government

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
2	Microsoff Upgrade Police Mobile Terminals	15	276.74		4,151

*INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.

In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.

Upgrade all city terminals to Office Standard 2016.

PREPARED BY: Chuck Foley, Police Chief

2016 - 2017 FISCAL BUDGET

CAPITAL OUTLAY REQUEST

FUND NO. 39 - Limited Purpose
DEPARTMENT 515 - General Government

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
1	Elitedesk New Computers	14	1,063.29		14,886

**INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.*

*In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.*

Purchase 14 new computers

PREPARED BY: Timothy Rooney, City Manager

CAPITAL OUTLAY REQUEST

FUND NO. 39 - Limited Purpose
 DEPARTMENT 515 - General Government

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
1	Microsoft Office 2016 Pro Plus	23	\$377.80		\$8,689
1	Microsoft Office 2016 Standard	72	\$276.76		19,927
				Total:	<u>28,616</u>

*INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.

In the space provided please provide information justifying the item requested.
 In addition, provide possible funding sources including outside funding or revenue to be generated.

Upgrade existing Microsoft Office 2007 to 2016.

PREPARED BY: Janet Watts, Finance Director

39 -LIMITED PURPOSE
 TRANSFER
 DEPARTMENT EXPENDITURES

TWO YEARS
 PRIOR
 ACTUAL

ONE YEAR
 PRIOR
 ACTUAL

----- CURRENT YEAR -----
 ACTUAL YEAR TO DATE
 BUDGET ACTUAL

PROPOSED
 BUDGET

157 BUDGET
 WORKSPACE

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL YEAR TO DATE BUDGET ACTUAL	PROPOSED BUDGET
TRANSFERS				
39-516-5868 TRANSFER TO MIA	<u>0.00</u>	<u>416,000.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL TRANSFERS	0.00	416,000.00	0.00	0.00
TOTAL TRANSFER	<u>0.00</u>	<u>416,000.00</u>	<u>0.00</u>	<u>0.00</u>

39 -LIMITED PURPOSE
TOWN CENTER
DEPARTMENT EXPENDITURES

TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET
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158 BUDGET
WORKSPACE

<u>CAPITAL</u>					
39-518-5971 SERVICES/EQUIPMENT	<u>62,500.00</u>	<u>40,523.84</u>	<u>126,020.00</u>	<u>108,895.38</u>	<u>66,037.00</u>
TOTAL CAPITAL	62,500.00	40,523.84	126,020.00	108,895.38	66,037.00

518-5971 SERVICES/EQUIPMENT

CURRENT YEAR NOTES:

(2) new HVA units (main hallway/kitchen area) - \$15,132
 Christmas lighting - \$5,000
 Window tinting in senior center (game room) - \$2,439
 New switch for computer system - \$3,767
 Warming oven (banquet kitchen) - \$4,699
 Carpet (senior center, recreation class, desk area) - \$21,000
 Tile (senior center) - \$14,000

TOTAL TOWN CENTER	<u>62,500.00</u>	<u>40,523.84</u>	<u>126,020.00</u>	<u>108,895.38</u>	<u>66,037.00</u>
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2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST

Form 5

FUND NO. 39 - Limited Purpose
DEPARTMENT 518 - Town Center

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
1	New HVA unit RTU 13 Main hallway		\$ 7,566		\$ 7,566
1	New unit RTU 14 kitchen area		\$ 7,566		\$ 7,566

**INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.*

Total: \$ 15,132

*In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.*

Both units are currently needing to be repaired and have been postponed due to budget.

PREPARED BY: Jean Heasley, Assistant P&R Director

2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST

Form 5

FUND NO. 39 - Limited Purpose
DEPARTMENT 518 - Town Center

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
1	Christmas Lighting				\$ 5,000

**INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.*

Total: \$ 5,000

*In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.*

Town Center Christmas lighting.

PREPARED BY: Jean Heasley, Assistant P&R Director

2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST

Form 5

FUND NO. 39 - Limited Purpose
DEPARTMENT 518 - Town Center

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
1	Window tinting in Senior Center game room area.				\$ 2,439
*INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.					
Total:					\$ 2,439

In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.

Reduce glare and sunshine that come into the game room making it difficult to see when playing cards. This should also help with heat and air .

***Total cost is \$4,879.00 the Senior Supporters are covering half the cost \$2,439.00**

PREPARED BY: Jean Heasley, Assistant P&R Director

**2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST**

Form 5

FUND NO. 39 - Limited Purpose
DEPARTMENT 518 - Town Center

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
2	New Switch for computer system				\$ 3,767

**INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.*

Total: \$ 3,767

*In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.*

Switch was original set up for all computers when building was built. It is outdated and needs to be replace and has no room to add any additional computers.

PREPARED BY: Jean Heasley, Assistant P&R Director

2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST

Form 5

FUND NO. 39 - Limited Purpose
DEPARTMENT 518 - Town Center

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
2	Warming oven in Banquet Kitchen		\$ 4,699		\$ 4,699

*INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.

Total: \$ 4,699

In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.

The original oven has stopped working and repairs would cost near the amount of replacing the unit with a new, more efficient one.

PREPARED BY: Jean Heasley, Assistant P&R Director

2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST

Form 5

FUND NO. 39 - Limited Purpose
DEPARTMENT 518 - Town Center

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
2	Carpet in senior center, Recreation classroom, desk area, game room and upstairs areas.		\$ 21,000		\$ 21,000
2	Tiles in Senior Center to cover rest of dining room & sitting area.		\$ 14,000		\$ 14,000
<i>*INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.</i>					
Total:					\$ 35,000

*In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.*

Carpet and linoleum have deteriorated due to age. Building opened in 2002 and current carpet and linoleum are original and have worn down over time.

PREPARED BY: Jean Heasley, Assistant P&R Director

9 - LIMITED PURPOSE
 ALL COMPLEX
 DEPARTMENT EXPENDITURES

TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET
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165 BUDGET
 WORKSPACE

OTHER SERVICES & CHARGES	0.00	13,767.50	0.00	0.00	0.00
39-519-5336 ENGINEERING FEES	0.00	13,767.50	0.00	0.00	0.00
TOTAL OTHER SERVICES & CHARGES					

CAPITAL	241,672.87	92,465.43	304,598.95	304,598.95	92,694.00
39-519-5971 SERVICES/EQUIPMENT	241,672.87	92,465.43	304,598.95	304,598.95	92,694.00
TOTAL CAPITAL					

39-5971 SERVICES/EQUIPMENT

CURRENT YEAR NOTES:
 Field and bunker rake - \$16,000
 (3) drop in ceiling (bb, soccer, & sb concesssion) - \$13,500
 Walk in refrigerator - \$18,194
 (5) scoreboards for softball - \$45,000

TOTAL BALL COMPLEX	241,672.87	106,232.93	304,598.95	304,598.95	92,694.00
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2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST

Form 5

FUND NO. 39 - Limited Purpose
DEPARTMENT 519 - Ball Complex

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
1	Field and bunker rake	1	\$ 16,000		\$ 16,000

**INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.*

Total: \$ 16,000

*In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.*

To replace the one that is 12 years old. Higher maintenance cost occur each year and was only in service for 4 months last calendar year due continued issues.

PREPARED BY: Nic Bailey, Groundskeeper Supervisor

2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST

Form 5

FUND NO. 39 - Limited Purpose
DEPARTMENT 519 - Ball Complex

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
2	Drop in ceiling for Baseball and Soccer ump rooms Softball Concession	3	\$4,500		\$13,500

**INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.*

\$13,500

*In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.*

Baseball and Soccer rooms have not been completed with the drop in ceiling. This will help with cooling and heating of the rooms.

PREPARED BY: Nic Bailey, Groundskeeper Supervisor

**2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST**

Form 5

FUND NO. 39 -Limited Purpose
DEPARTMENT 519 - Ball Complex

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
2	Walk in Refrigerator	1	16,294		\$ 16,294
	electric hook up		1,900		1,900

**INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.*

\$ 18,194

*In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.*

Provide refrigeration for all concession products. Keeping products safer and more organized. Reduce cost of multi-refrigeration and repairs. Unit will connect to walk in freezer at the baseball complex and service all three concession facilities. Provide high quality product to customers.

PREPARED BY: Jean Heasley, Assistant P&R Director

2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST

Form 5

FUND NO. 39 - Limited Purpose
DEPARTMENT 519 - Ball Complex

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
3	Scoreboards for Softball	5	9,000		\$ 45,000

**INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.*

Total: \$ 45,000

*In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.*

To replace the current out dated scoreboards with new led lighting system to help cut down maintenance time and cost , and to have both complexes with the same systems.

PREPARED BY: Nic Bailey, Groundskeeper Supervisor

39 -LIMITED PURPOSE
AQUATICS
DEPARTMENT EXPENDITURES

TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL
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PROPOSED
BUDGET

170 BUDGET
WORKSPACE

<u>CAPITAL</u>						
39-520-5971 SERVICES/EQUIPMENT	<u>1,617.70</u>	<u>3,715.00</u>	<u>70,895.00</u>	<u>0.00</u>	<u>24,351.00</u>	
TOTAL CAPITAL	1,617.70	3,715.00	70,895.00	0.00	24,351.00	

520-5971 SERVICES/EQUIPMENT

CURRENT YEAR NOTES:
Sound system - \$5,642
(162) lounge pool chairs - \$18,709

TOTAL AQUATICS	<u>1,617.70</u>	<u>3,715.00</u>	<u>70,895.00</u>	<u>0.00</u>	<u>24,351.00</u>	
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2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST

Form 5

FUND NO. 39 - Limited Purpose
DEPARTMENT 520 - Aquatics

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
2	Sound system with Outdoor speakers weather resistant mounted speakers at pool (installed) system is portable for use during off season Includes microphone, stands etc.				\$ 5,642
	*INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.				\$ 5,642

In the space provided please provide information justifying the item requested. In addition, provide possible funding sources including outside funding or revenue to be generated.

To provide the ability to make important announcements, locate lost children, or clear pool as needed. To provide family-friendly music.

PREPARED BY: Jean Heasley, Assistant P&R Director

2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST

Form 5

FUND NO. 39 - Limited Purpose
DEPARTMENT 520 - Aquatics

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
2	Lounge chairs	162	\$ 107		\$ 17,334
	Shipping			\$ 1,375	\$ 1,375
					<u>\$ 18,709</u>

*INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.

*In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.*

Lounge chairs to replace broken chairs at facility.

PREPARED BY: Jean Heasley, Assistant P&R Director

CITY OF MUSTANG
PROPOSED BUDGET WORKSHEET
AS OF: JUNE 30TH, 2016

9 -LIMITED PURPOSE

FINANCE
DEPARTMENT EXPENDITURES

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	BUDGET WORKSPACE
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<u>CAPITAL</u>						
89-521-5971 SERVICES/EQUIPMENT	<u>0.00</u>	<u>20,167.99</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
TOTAL CAPITAL	0.00	20,167.99	0.00	0.00	0.00	
TOTAL FINANCE	<u>0.00</u>	<u>20,167.99</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	

**2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST**

Form 5

FUND NO. Limited Purpose - 39
DEPARTMENT Community Development - 531

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
1	Extended Cab 4WD Inspector's Truck	1	\$ 28,600		\$ 28,600
	Extended Warranty	1	\$ 500		\$ 500
	Additional Equipment	1	\$ 200		\$ 200
	Tag, title	1	\$ 50		\$ 50
	Contingency	1	\$ 2,700		\$ 2,700
					<u>\$ 32,050</u>

*INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.

*In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.*

Last year we replaced the second of our existing trucks with a new unit. We currently have a third truck that has over 100,000 miles and has been having many functional problems. The passenger window won't roll up or down, and it is having problems in the electronic system. The windshield needs to be repaired. Repairs for this vehicle would be extensive this year to bring it up to working standards. Our inspector is having trouble doing his job in the dirt and mud because it is 2-wheel drive. It is a 2007 Chevrolet Silverado Single Cab 2WD.

The unit we are proposing will be a new, extended cab 1/2- ton pickup with the following minimum equipment: air conditioning, anti-lock brakes, airbags, tow hooks, 4WD, traction control, locking differential and automatic transmission.

Price as quoted is per state contract as of March 2, 2016.

PREPARED BY: Melissa Helsel, Community Development Director

2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST

Form 5

FUND NO. 39 - Limited Purpose
DEPARTMENT 531 - Community Development

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
1	Comprehensive Plan Update	1			\$ 60,000

*INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.

*In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.*

Community Development Department Staff has released an RFP for consulting firms to assist with updating our Vision 20/20 Comprehensive Plan. The City has changed a lot since our last update in 2003, and typically comprehensive plans are updated every five years, so we are overdue. City staff can contribute staff time and information, but mapping and other expertise is needed to help staff provide a professional final product.

Compared to other cities in the region, this is a conservative cost estimate, but staff will make up the difference in time and information for the project. Last year's budget request of \$60,000 is expected to be half the cost of consulting fees for the project. Staff wants to make sure we give the city a quality product that will include many different types of services.

PREPARED BY: Melissa Helsel, Community Development Director

39 -LIMITED PURPOSE
POLICE
DEPARTMENT EXPENDITURES

TWO YEARS
PRIOR
ACTUAL

ONE YEAR
PRIOR
ACTUAL

----- CURRENT YEAR -----
ACTUAL YEAR TO DATE
BUDGET ACTUAL

PROPOSED
BUDGET

177 BUDGET
WORKSPACE

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL YEAR TO DATE BUDGET ACTUAL	PROPOSED BUDGET
<u>CAPITAL</u>				
39-541-5971 SERVICES/EQUIPMENT	30,944.84	19,738.70	38,700.00	110,350.00
39-541-5973 LEASE PURCHASE PAYMENTS	<u>168,099.27</u>	<u>184,511.11</u>	<u>172,250.00</u>	<u>153,107.00</u>
TOTAL CAPITAL	199,044.11	204,249.81	210,950.00	263,457.00

41-5971 SERVICES/EQUIPMENT
CURRENT YEAR NOTES:
Diesel generator - \$70,905
RTU HVAC unit - \$39,445

41-5973 LEASE PURCHASE PAYMENTS
CURRENT YEAR NOTES:
fy15 lease \$64,720 (2015 dodge ram & 3 chevy tahoes) 6/30/17
final payment.
fy16 lease \$42,391 (2016 dodge chargers (3) 6/1/2017
New year lease vehicle purchase fy17 - \$45,996

TOTAL POLICE	199,044.11	204,249.81	210,950.00	91,178.04	263,457.00
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**2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST**

Form 5

FUND NO. 39 Limited Purpose
DEPARTMENT 41 - Police

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
1	Replacement 200Kw Diesel Electric Generator including transfer switch. Other Cost is installation by electrician.	1	\$ 50,905	\$ 20,000	\$ 70,905

The current MPD 100Kw Diesel Electric Generator and transfer switch is sized appropriately for City Hall. Estimated removal, move and installation estimate \$20,000.00

**INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.*

In the space provided please provide information justifying the item requested. In addition, provide possible funding sources including outside funding or revenue to be generated.

The Diesel Electric Generator currently installed at the police building is sized below the peak demand used by the building based on OEC demand records. The generator is not capable of powering all circuits in the building. During recent long term power outages it was discovered that several critical circuits were not powered by the generator:

1. Electrical plumbing controls in the jail. No electricity results in no commode flushing and no water source at the sink basin.
2. Boiler & Domestic Hot Water Heater. The boiler is used to create hot water that is pumped into roof top HVAC units to provide heat. The Domestic Hot Water Heater creates hot water for bathing. Jail inmates must be given the opportunity to bathe if in custody more than 48 hours.
3. Dry Fire Suppression Air Compressor. The compressor is used to keep air in the dry system in the loff. Without it air leaks out and water will flow into the system.

PREPARED BY: Chuck Foley, Police Chief

2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST

Form 5

FUND NO. 39 Limited Purpose
DEPARTMENT 41 - Police

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
	The 30 Ton roof top unit HVAC (RTU) servicing the east side of the building has a cooling coil that is beyond repair. Streets Mechanical estimates the coil cost w/labor replacement at \$8,450.00. The RTU is 14 years old, near the end of estimated life for these units. Streets Mechanical will apply \$8,450.00 credit to the \$47,895.00 cost of a new 30 Ton RTU. The resulting cost is \$39,445.00 including installation labor and crane lift cost for removal & installation.	1	\$ 39,445		\$ 39,445

**INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.*

*In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.*

It is recommended to replace this unit for the long term cost savings of making an expensive repair that will not last for the estimated useable life of the current RTU HVAC unit itself. This is a high priority for the start of FY17 since summer temperatures will already be high at this time and the other RTU on the west, also 14 years old, will have to produce cool air for the entire building with the assistance of portable fans to provide jail inmate and employee comfort.

PREPARED BY: Chuck Foley, Police Chief

(3) 2015 Chevy Tahoe|(1) Dodge Ram Truck

Lessor: RCB Bank

\$189,455.01 @ 1.6% on 1/20/2015

	2015 Dodge Ram (1) <u>Principal</u>	<u>Interest</u>	Includes Atty/title fees <u>TOTAL</u>	Acct# Principal <u>Balance</u>
06/30/2015	13,145.45	183.37	13,328.82	39,094.37
06/30/2016	12,871.49	415.18	13,286.67	25,948.92
06/30/2017	13,077.43	209.24	13,286.67	13,077.43
	<u>39,094.37</u>	<u>807.79</u>	<u>39,902.16</u>	-
	2015 Chevy Tahoes (3) <u>Principal</u>	<u>Interest</u>	Includes Atty/title fees <u>TOTAL</u>	Acct# Principal <u>Balance</u>
06/20/2015	50,417.88	1,015.49	51,433.37	150,810.64
06/20/2016	49,787.00	1,646.37	51,433.37	100,392.76
06/20/2017	50,605.76	827.61	51,433.37	50,605.76
	<u>150,810.64</u>	<u>3,489.47</u>	<u>154,300.11</u>	-
		FYE 2015	<u>64,762.19</u>	

(3) 2016 Dodge Chargers
Lessor: RCB Bank
\$124,173.06 @ 1.99% on 2/16/2016
39-541-5973

	2016 Dodge Chargers (3)		Includes	Acct#
	<u>Principal</u>	<u>Interest</u>	Atty/title fees	<u>Principal</u>
			<u>TOTAL</u>	<u>Balance</u>
				124,448.06
06/01/2016	41,841.62	548.94	42,390.56	82,606.44
06/01/2017	40,944.95	1,445.61	42,390.56	41,661.49
06/01/2018	41,661.49	729.07	42,390.56	-
	<u>124,448.06</u>	<u>2,723.62</u>	<u>127,171.68</u>	

Acct#

FYE 2015

127,171.68

**2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST**

Form 5

FUND NO. 39 Limited Purpose
DEPARTMENT 41 - Police

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
	Three 2016 or 2017 vehicles commensurate for police fleet needs. Other Costs includes all Emergency Equipment Installation and Labor. Purchased via 3 year lease/purchase agreement. Fiscal year cost represents total payment for first year of a three year municipal lease/purchase agreement.				
1		3	\$ 29,715	\$ 14,800	\$ 133,545
	One Time Document/Title Fee			\$ 425	\$ 425
				Total	<u>\$ 133,970</u>
	First Year Municipal Lease/Purchase Estimate				\$ 45,996

**INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.*

In the space provided please provide information justifying the item requested. In addition, provide possible funding sources including outside funding or revenue to be generated.

Three 2016 or 2017 vehicles commensurate for police fleet needs includes all Emergency Equipment Installation and Labor. Purchased via 3 year lease/purchase agreement. Fiscal year cost represents total payment for first year of a three year municipal lease/purchase agreement.

PREPARED BY: Chuck Foley, Police Chief

9 -LIMITED PURPOSE
 ANIMAL CONTROL
 DEPARTMENT EXPENDITURES

TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL YEAR TO DATE BUDGET ACTUAL	PROPOSED BUDGET
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183 BUDGET
 WORKSPACE

<u>CAPITAL</u>						
39-542-5971 SERVICES/EQUIPMENT	<u>2,484.77</u>	<u>0.00</u>	<u>1,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u> </u>
TOTAL CAPITAL	2,484.77	0.00	1,000.00	0.00	0.00	
TOTAL ANIMAL CONTROL	<u>2,484.77</u>	<u>0.00</u>	<u>1,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u> </u>

39 -LIMITED PURPOSE
 FIRE
 DEPARTMENT EXPENDITURES

AS OF: JUNE 30th, 2010

TWO YEARS ONE YEAR ----- CURRENT YEAR -----
 PRIOR PRIOR ACTUAL YEAR TO DATE
 ACTUAL ACTUAL BUDGET ACTUAL

PROPOSED
 BUDGET

184 BUDGET
 WORKSPACE

<u>CAPITAL</u>						
39-551-5971 SERVICES/EQUIPMENT	<u>34,675.00</u>	<u>101,673.53</u>	<u>200,283.07</u>	<u>197,588.01</u>	<u>2,000.00</u>	
TOTAL CAPITAL	34,675.00	101,673.53	200,283.07	197,588.01	2,000.00	

551-5971 SERVICES/EQUIPMENT

CURRENT YEAR NOTES:
 Computer workstation including software (shift captain)
 \$2,000

TOTAL FIRE	<u>34,675.00</u>	<u>101,673.53</u>	<u>200,283.07</u>	<u>197,588.01</u>	<u>2,000.00</u>	
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2016 - 2017 FISCAL BUDGET
CAPITAL OUTLAY REQUEST

Form 5

FUND NO. 39 - Limited Purpose
DEPARTMENT 551- Fire

PRIORITY	ITEM DESCRIPTION	QTY	UNIT COST	OTHER COSTS	TOTAL COSTS
1	Desktop Computers	1	2,000		2,000

**INCLUDE ANY FREIGHT, MAINTENANCE COSTS OR ADDITIONAL COSTS.*

In the space provided please provide information justifying the item requested.
In addition, provide possible funding sources including outside funding or revenue to be generated.

PREPARED BY: Carl W. Hickman, Fire Chief

39 -LIMITED PURPOSE

STREETS

DEPARTMENT EXPENDITURES

TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET
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186 BUDGET
WORKSPACE

CAPITAL

39-561-5971 SERVICES/EQUIPMENT	0.00	98,689.36	0.00	0.00	69,000.00
TOTAL CAPITAL	0.00	98,689.36	0.00	0.00	69,000.00

561-5971 SERVICES/EQUIPMENT

CURRENT YEAR NOTES:
 Directional signs in city limits - \$25,000
 (2) welcome to mustang signs - \$20,000
 Mower - \$24,000

TOTAL STREETS	0.00	98,689.36	0.00	0.00	69,000.00
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9 - LIMITED PURPOSE

WATER
DEPARTMENT EXPENDITURES

TWO YEARS ONE YEAR ----- CURRENT YEAR -----
PRIOR PRIOR ACTUAL YEAR TO DATE
ACTUAL ACTUAL BUDGET ACTUAL
PROPOSED
BUDGET

187 BUDGET
WORKSPACE

<u>CAPITAL</u>						
39-572-5921	REPAIR & MAINT PARTS	13,865.00	13,275.00	0.00	0.00	0.00
39-572-5971	SERVICES/EQUIPMENT	0.00	0.00	215,000.00	0.00	15,000.00
TOTAL CAPITAL		13,865.00	13,275.00	215,000.00	0.00	15,000.00

39-572-5971 SERVICES/EQUIPMENT
 PERMANENT NOTES:
 Per Resolution 05-027 transfer from General Fund to Limited Purpose must be restricted to infrastructure improvements (roads, water or sewer supply). Reference 39-46801.
 Resolution 15-058 amended (sales tax exceeding \$800,000)

39-572-5971 SERVICES/EQUIPMENT
 CURRENT YEAR NOTES:
 Replace meters - \$15,000

TOTAL WATER		13,865.00	13,275.00	215,000.00	0.00	15,000.00
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39 -LIMITED PURPOSE
SEWER
DEPARTMENT EXPENDITURES

AS OF: JUNE 30th, 2010

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET
<u>CAPITAL</u>					
39-575-5921 REPAIR & MAINTENANCE SEWER	27,781.25	171,063.70	34,804.20	34,804.20	0.00
TOTAL CAPITAL	27,781.25	171,063.70	34,804.20	34,804.20	0.00
TOTAL SEWER	27,781.25	171,063.70	34,804.20	34,804.20	0.00
*** TOTAL EXPENDITURES ***	722,169.05	1,461,743.76	2,180,410.00	779,405.92	1,730,000.00

188 BUDGET
WORKSPACE

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL YEAR TO DATE BUDGET ACTUAL	PROPOSED BUDGET	
<u>REVENUE SUMMARY</u>					
MISCELLANEOUS REVENUE	5,295.17	257.05	460,200.00	2,576.77	681,600.00
TRANSFERS	<u>2,290,193.56</u>	<u>2,427,009.20</u>	<u>2,492,000.00</u>	<u>1,862,416.98</u>	<u>2,477,000.00</u>
** TOTAL REVENUES ***	<u>2,295,488.73</u>	<u>2,427,266.25</u>	<u>2,952,200.00</u>	<u>1,864,993.75</u>	<u>3,158,600.00</u>
<u>EXPENDITURE SUMMARY</u>					
ADMINISTRATION	<u>844,291.03</u>	<u>394,477.98</u>	<u>2,952,200.00</u>	<u>1,140,653.01</u>	<u>3,158,600.00</u>
** TOTAL EXPENDITURES ***	<u>844,291.03</u>	<u>394,477.98</u>	<u>2,952,200.00</u>	<u>1,140,653.01</u>	<u>3,158,600.00</u>
* REVENUES OVER (UNDER) EXPENDITURES **	<u>1,451,197.70</u>	<u>2,032,788.27</u>	<u>0.00</u>	<u>724,340.74</u>	<u>0.00</u>

REVENUES	TWO YEARS		ONE YEAR	----- CURRENT YEAR -----		PROPOSED BUDGET	191 BUDGET WORKSPACE
	PRIOR ACTUAL	PRIOR ACTUAL	PRIOR ACTUAL	ACTUAL BUDGET	YEAR TO DATE ACTUAL		
<u>MISCELLANEOUS REVENUE</u>							
66-45141 INTEREST ON INVESTMENTS	5,295.17		257.05	1,000.00	956.82	1,600.00	
66-45193 MISCELLANEOUS	0.00		0.00	1,620.00	1,619.95	0.00	
66-45199 RESERVED CARRYOVER	0.00		0.00	457,580.00	0.00	680,000.00	
TOTAL MISCELLANEOUS REVENUE	5,295.17		257.05	460,200.00	2,576.77	681,600.00	
<u>TRANSFERS</u>							
66-46867 TRANSFER FROM MIA - 2014A PAY	1,598,682.83		2,272,385.42	2,247,000.00	1,686,700.41	2,245,000.00	
66-46868 TRANSFER FROM MIA - EXCESS TA	691,510.73		154,623.78	245,000.00	175,716.57	232,000.00	
TOTAL TRANSFERS	2,290,193.56		2,427,009.20	2,492,000.00	1,862,416.98	2,477,000.00	
*** TOTAL REVENUES ***	2,295,488.73		2,427,266.25	2,952,200.00	1,864,993.75	3,158,600.00	

66 -2014A REVENUE BOND
ADMINISTRATION
DEPARTMENT EXPENDITURES

DEPARTMENT EXPENDITURES	TWO YEARS	ONE YEAR	CURRENT YEAR		PROPOSED BUDGET	
	PRIOR ACTUAL	PRIOR ACTUAL	ACTUAL BUDGET	YEAR TO DATE ACTUAL		
<u>CAPITAL</u>						
66-500-5991 COST OF ISSUANCE	225,850.00	0.00	0.00	0.00	0.00	
TOTAL CAPITAL	225,850.00	0.00	0.00	0.00	0.00	
TOTAL ADMINISTRATION	844,291.03	394,477.98	2,952,200.00	1,140,653.01	3,158,600.00	
*** TOTAL EXPENDITURES ***	844,291.03	394,477.98	2,952,200.00	1,140,653.01	3,158,600.00	

2014B Series Notes

In December 2014, the City issued the Series 2014B and pledged the net utility revenues and four cents of sales tax.

Interest payments started June 1, 2015. Payments are received and paid within this fund.

Principal payments do not begin until June 2018 and the note is payable through June 2026.

The 2014B note of \$7,985,000, with an interest rate of 2.7% with Branch Banking and Trust Company (BB&T).

TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR -----		PROPOSED BUDGET
		ACTUAL BUDGET	YEAR TO DATE ACTUAL	

REVENUE SUMMARY

ISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	18,100.00	
TRANSFERS	<u>0.00</u>	<u>{ 7,895,000.00}</u>	<u>0.00</u>	<u>0.00</u>	<u>215,165.00</u>	
*** TOTAL REVENUES ***	<u>0.00</u>	<u>{ 7,895,000.00}</u>	<u>0.00</u>	<u>0.00</u>	<u>233,265.00</u>	

EXPENDITURE SUMMARY

ADMINISTRATION	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>233,265.00</u>	
** TOTAL EXPENDITURES **	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>233,265.00</u>	

* REVENUES OVER (UNDER) EXPENDITURES **	<u>0.00</u>	<u>{ 7,895,000.00}</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	
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REVENUES	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	196 BUDGET WORKSPACE
<u>MISCELLANEOUS REVENUE</u>						
67-45141 INTEREST ON INVESTMENTS	0.00	0.00	0.00	0.00	100.00	
67-45199 RESTRICTED CARRYOVER	0.00	0.00	0.00	0.00	18,000.00	
TOTAL MISCELLANEOUS REVENUE	0.00	0.00	0.00	0.00	18,100.00	
<u>TRANSFERS</u>						
67-46868 TRANSFER FROM MIA - 2014B PMT	0.00	(7,895,000.00)	0.00	0.00	215,165.00	
TOTAL TRANSFERS	0.00	(7,895,000.00)	0.00	0.00	215,165.00	
*** TOTAL REVENUES ***	0.00	(7,895,000.00)	0.00	0.00	233,265.00	

2014B REVENUE BOND
ADMINISTRATION
DEPARTMENT EXPENDITURES

TWO YEARS ONE YEAR ----- CURRENT YEAR -----
PRIOR PRIOR ACTUAL YEAR TO DATE
ACTUAL ACTUAL BUDGET ACTUAL

PROPOSED
BUDGET

197 BUDGET
WORKSPACE

INCREASE TO FUND BALANCE

67-500-5555 RESTRICTED FUND BALANCE	0.00	0.00	0.00	0.00	18,100.00
TOTAL INCREASE TO FUND BALANCE	0.00	0.00	0.00	0.00	18,100.00

BONDS

67-500-5752 2014B INTEREST PAYMENT	0.00	0.00	0.00	0.00	213,165.00
67-500-5753 2014B PRINCIPAL PAYMENT	0.00	0.00	0.00	0.00	0.00
67-500-5754 2014B ADMINISTRATIVE FEES	0.00	0.00	0.00	0.00	2,000.00
TOTAL BONDS	0.00	0.00	0.00	0.00	215,165.00

500-5752 2014B INTEREST PAYMENT PERMANENT NOTES:
12/1/16 interest payment \$106,582.50
6/1/17 interest payment \$106,582.50

500-5754 2014B ADMINISTRATIVE FEES PERMANENT NOTES:
Semi-annual admin fees \$1,000 due 12/1 & 6/1

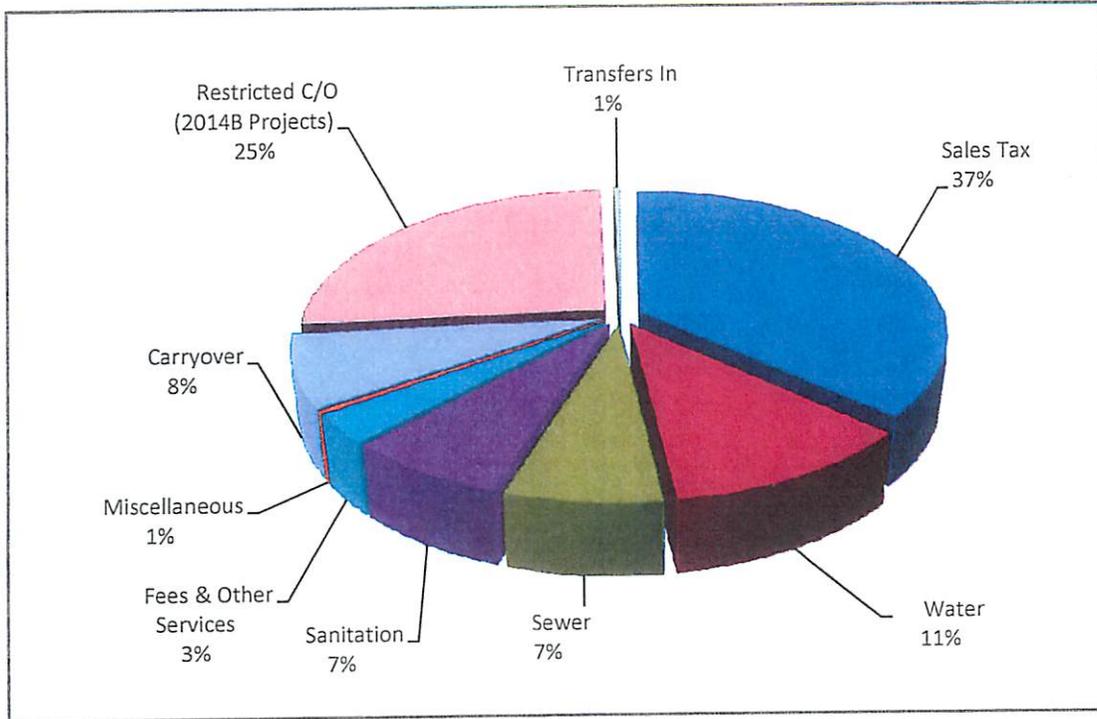
TOTAL ADMINISTRATION	0.00	0.00	0.00	0.00	233,265.00
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** TOTAL EXPENDITURES ***	0.00	0.00	0.00	0.00	233,265.00
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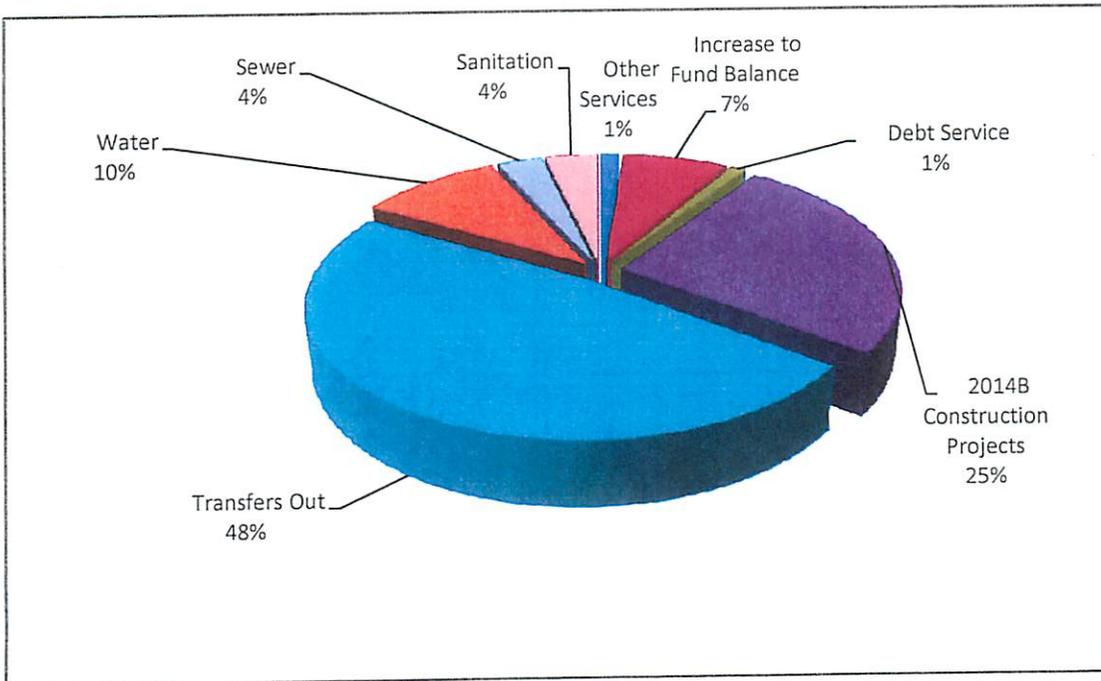
Mustang Improvement Authority

The Mustang Improvement Authority (MIA) was created June 4, 1963 to finance, develop and operate the water, sewer, and solid waste activities. It is used to account for business-like activities provided to the general public. These activities are financed primarily by user charges and similar to the private sector. This fund accounts for activities of the public trust in providing water, wastewater, sanitation, and recycling to the public.

MIA FUND REVENUES - 2017 FISCAL YEAR



MIA FUND EXPENDITURES - 2017 FISCAL YEAR



	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	
<u>REVENUE SUMMARY</u>						
TAXES & FRANCHISE	9,160,774.36	9,708,036.82	9,900,000.00	7,872,481.01	9,900,000.00	
FEES	7,030,157.77	7,228,167.09	7,578,000.00	6,068,598.32	7,675,000.00	
MISCELLANEOUS REVENUE	143,546.67	115,239.52	9,406,258.00	67,229.28	9,167,040.00	
TRANSFERS	<u>264,000.00</u>	<u>526,000.00</u>	<u>100,000.00</u>	<u>0.00</u>	<u>104,000.00</u>	
*** TOTAL REVENUES ***	<u>16,598,478.80</u>	<u>17,577,443.43</u>	<u>26,984,258.00</u>	<u>14,008,308.61</u>	<u>26,846,040.00</u>	
<u>EXPENDITURE SUMMARY</u>						
GENERAL GOVERNMENT	13,108,600.26	6,044,574.41	18,327,833.00	10,208,985.31	20,106,470.00	
WATER	2,321,283.11	2,808,779.26	4,036,715.00	1,693,902.35	4,058,210.00	
SEWER	975,865.85	928,097.85	1,858,285.00	583,645.42	1,706,360.00	
SANITATION	<u>1,233,766.21</u>	<u>963,446.44</u>	<u>2,761,425.00</u>	<u>2,497,852.44</u>	<u>975,000.00</u>	
*** TOTAL EXPENDITURES ***	<u>17,639,515.43</u>	<u>10,744,897.96</u>	<u>26,984,258.00</u>	<u>14,984,385.52</u>	<u>26,846,040.00</u>	
** REVENUES OVER (UNDER) EXPENDITURES **	<u>(1,041,036.63)</u>	<u>6,832,545.47</u>	<u>0.00</u>	<u>(976,076.91)</u>	<u>0.00</u>	

REVENUES	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	
TAXES & FRANCHISE						
68-42181 SALES TAX TRANSFER (4%)	9,160,774.36	9,708,036.82	9,900,000.00	7,872,481.01	9,900,000.00	
TOTAL TAXES & FRANCHISE	9,160,774.36	9,708,036.82	9,900,000.00	7,872,481.01	9,900,000.00	
FEES						
68-43167 RETURN CHECK FEES	2,400.00	2,000.00	3,000.00	1,450.00	3,000.00	
68-43180 WATER METER	17,475.00	23,250.00	27,000.00	19,105.00	27,000.00	
68-43181 WATER/SEWER INSTALLATION	26,520.00	40,950.00	45,000.00	35,946.00	45,000.00	
68-43182 WATER/SEWER CONNECTION	24,632.90	37,098.00	44,000.00	31,537.50	45,000.00	
68-43183 WATER SALES	2,720,483.44	2,780,272.00	2,950,000.00	2,446,584.66	2,993,000.00	
68-43184 BULK WATER SALES	10,731.70	13,464.93	12,000.00	10,253.81	14,000.00	
68-43185 SEWER TREATMENT	1,619,647.99	1,755,105.44	1,832,000.00	1,461,057.07	1,875,000.00	
68-43187 SANITATION SERVICES	2,016,450.49	1,785,933.34	1,747,000.00	1,443,562.40	1,884,000.00	
68-43188 SPECIAL SANITATION	188,843.32	103,918.55	154,000.00	31,122.66	40,000.00	
68-43189 PENALTIES	115,507.43	122,540.07	125,000.00	100,790.34	130,000.00	
68-43190 TREE LIMB REMOVAL	8,703.15	13,448.32	12,000.00	12,214.08	14,000.00	
68-43191 CAPITAL IMPROVEMENT FEE	0.00	289,727.07	354,000.00	281,646.00	357,000.00	
68-43192 SANITATION-RESTRICTED	46,529.98	25,599.01	35,000.00	7,519.68	10,000.00	
68-43195 AMBULANCE FEE	232,232.37	234,860.36	238,000.00	185,809.12	238,000.00	
TOTAL FEES	7,030,157.77	7,228,167.09	7,578,000.00	6,068,598.32	7,675,000.00	
MISCELLANEOUS REVENUE						
68-45141 INTEREST ON INVESTMENTS	7,481.26	6,399.32	16,200.00	14,390.88	7,000.00	
68-45147 SURPLUS ASSETS	0.00	34,307.70	436.00	1,416.00	0.00	
68-45190 OVER/UNDER CASH DRAWER	(9.48)	0.00	20.00	(4.04)	20.00	
68-45192 RECYCLING REVENUE	41,780.47	44,175.55	46,000.00	35,950.15	46,000.00	
68-45193 MISCELLANEOUS	10,872.71	14,996.48	21,564.00	15,476.29	22,000.00	
68-45194 INSURANCE REIMBURSEMENTS	83,421.71	15,360.47	0.00	0.00	0.00	
68-45199 RESERVED CARRYOVER	0.00	0.00	2,236,838.00	0.00	2,150,000.00	
68-45200 2014B RESTRICTED CARRY-OVER	0.00	0.00	7,085,200.00	0.00	6,942,020.00	
TOTAL MISCELLANEOUS REVENUE	143,546.67	115,239.52	9,406,258.00	67,229.28	9,167,040.00	
TRANSFERS						
68-46839 TRANSFER FROM LIMITED PURPOSE	0.00	416,000.00	0.00	0.00	0.00	
68-46882 TRANSFER FROM SPECIAL SEWER	264,000.00	110,000.00	100,000.00	0.00	100,000.00	
68-46899 TRANSFER FROM DEPOSITORY	0.00	0.00	0.00	0.00	4,000.00	
TOTAL TRANSFERS	264,000.00	526,000.00	100,000.00	0.00	104,000.00	
** TOTAL REVENUES ***	16,598,478.80	17,577,443.43	26,984,258.00	14,008,308.61	26,846,040.00	

68 -IMPROVEMENT AUTHORITY
 GENERAL GOVERNMENT
 DEPARTMENT EXPENDITURES

TWO YEARS ONE YEAR ----- CURRENT YEAR -----
 PRIOR PRIOR ACTUAL YEAR TO DATE
 ACTUAL ACTUAL BUDGET ACTUAL

PROPOSED
 BUDGET

BUDGET
 2017
 WORKSPACE

OTHER SERVICES & CHARGES

68-568-5327 PROFESSIONAL FEES	15,875.00	0.00	0.00	0.00	2,000.00
68-568-5341 PRINTING	0.00	0.00	7,317.00	7,221.43	5,000.00
68-568-5353 OTHER SERVICES AND FEES	95,445.74	83,695.50	95,000.00	78,217.43	100,000.00
68-568-5354 WORKERS COMP FEES	0.00	0.00	37,500.00	31,250.00	75,000.00
68-568-5394 AMBULANCE ASSESSMENT	195,876.00	157,704.00	157,750.00	110,727.00	148,000.00
68-568-5396 STORMWATER EXPENSES	1,095.82	1,095.82	347.71	347.71	2,000.00
68-568-5398 DISASTER	0.00	0.00	0.00	0.00	0.00
TOTAL OTHER SERVICES & CHARGES	308,292.56	242,495.32	297,914.71	227,763.57	332,000.00

568-5327 PROFESSIONAL FEES PERMANENT NOTES:
 Arbitrage Requirements

568-5353 OTHER SERVICES AND FEES PERMANENT NOTES:
 ACH fees, insite and ETS fees (online payments), other services and fees for daily operations of the Mustang Improvement Authority.

568-5394 AMBULANCE ASSESSMENT PERMANENT NOTES:
 EMSA quarterly assessment.

568-5396 STORMWATER EXPENSES PERMANENT NOTES:
 Stormwater mandate expenditures. Related to permits and mapping for city to comply with federal regulations.

INCREASE TO FUND BALANCE

68-568-5555 FB RESERVED FOR EMERGENCIES	0.00	0.00	303,728.29	0.00	1,972,005.00
68-568-5560 FIXED ASSET DEPRECIATION	964,894.08	989,811.91	0.00	0.00	0.00
68-568-5561 BAD DEBT EXPENSE	19,950.06	19,360.56	0.00	0.00	0.00
68-568-5562 GAIN/LOSS FIXED ASSETS	7,950.13	0.00	0.00	0.00	0.00
TOTAL INCREASE TO FUND BALANCE	992,794.27	1,009,172.47	303,728.29	0.00	1,972,005.00

568-5555 FB RESERVED FOR EMERGENCIECURRENT YEAR NOTES:
 fyl6 Nov/Dec 2015 ice storms

MATERIALS AND SUPPLIES

68-568-5610 OTHER SUPPLIES	0.00	0.00	300.00	0.00	0.00
68-568-5664 BUILDING MAINT/REPAIRS	0.00	0.00	6,940.00	6,250.00	0.00
TOTAL MATERIALS AND SUPPLIES	0.00	0.00	7,240.00	6,250.00	0.00

BONDS

68-568-5762 2009_2014B FISCAL AGENT FEE	750.00	750.00	3,750.00	3,416.68	4,750.00
68-568-5770 09 PRINCIPAL PAYMENT	0.00	0.00	219,000.00	187,931.79	180,000.00
68-568-5771 09 INTEREST PAYMENT	81,672.52	77,805.89	92,075.00	79,973.56	70,000.00

CITY OF MUSTANG
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2016

-IMPROVEMENT AUTHORITY

GENERAL GOVERNMENT

DEPARTMENT EXPENDITURES

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	BUDGET WORKSPACE
8-568-5772 09 ADMINISTRATIVE FEES	17,678.02	16,841.11	19,925.00	17,310.30	15,100.00	
8-568-5773 2014B CAPITALIZED INTEREST	0.00	116,745.00	213,200.00	177,637.50	213,200.00	
8-568-5774 2014B ADMIN FEES	0.00	1,000.00	1,000.00	0.00	2,000.00	
8-568-5775 2014B ISSUANCE COSTS	0.00	253,112.50	0.00	0.00	0.00	
TOTAL BONDS	100,100.54	466,254.50	548,950.00	466,269.83	485,050.00	

8-5762 2009_2014B FISCAL AGENT FE PERMANENT NOTES:
 Fiscal agent fees.
 2009 OWRB \$750 (annually)
 2014B \$2,000 (annually)
 2014B \$166.67 (monthly payments)

8-5770 09 PRINCIPAL PAYMENT PERMANENT NOTES:
 9/15/2016 \$88,241.81
 3/15/2017 \$90,196.05

8-5771 09 INTEREST PAYMENT PERMANENT NOTES:
 9/15/2016 \$35,674.44
 3/15/2017 \$34,067.93

8-5772 09 ADMINISTRATIVE FEES PERMANENT NOTES:
 9/15/2016 \$7,721.74
 3/15/2017 \$7,374.01

8-5773 2014B CAPITALIZED INTEREST PERMANENT NOTES:
 12/1/2016 \$106,583
 06/1/2017 \$106,583

8-5774 2014B ADMIN FEES PERMANENT NOTES:
 12/1/2016 \$1,000
 06/1/2017 \$1,000

TRANSFERS

8-568-5801 TRANSFER TO GF-SALES TAX	4,580,387.18	4,854,018.41	4,950,000.00	4,133,427.90	4,950,000.00	
8-568-5811 TRANSFER TO GF-OPERATING	2,610,000.02	2,295,000.00	2,760,000.00	1,610,000.00	2,760,000.00	
8-568-5814 TRANSFER TO STREET IMPROVEM	174,986.70	134,362.83	144,000.00	101,973.54	138,000.00	
8-568-5840 TRANSFER TO LP - 3RD EXCES	829,912.93	927,958.47	867,000.00	522,343.15	870,000.00	
8-568-5866 TRANSFER 2013 BOND PAYMENT	1,197,004.59	1,133,929.26	1,140,000.00	943,688.75	1,130,000.00	
8-568-5867 TRANSFER 2014B BOND PAYMENT	0.00	(7,895,000.00)	0.00	0.00	215,165.00	
8-568-5868 TRANSFER 2014A BOND PAYMENT	1,598,682.83	2,272,385.42	2,247,000.00	1,686,700.41	2,245,000.00	
8-568-5870 TRANSFER TO MIA RESERVE FUN	24,927.91	281,357.55	385,000.00	292,118.74	388,000.00	
8-568-5871 TRANSFER 4TH PENNY EXCESS	691,510.73	154,623.78	245,000.00	175,716.57	232,000.00	
8-568-5882 TRANSFER TO SEWER IMPACT FU	0.00	100,000.00	0.00	0.00	0.00	
TOTAL TRANSFERS	11,707,412.89	4,258,635.72	12,738,000.00	9,465,969.06	12,928,165.00	

8-5801 TRANSFER TO GF-SALES TAX PERMANENT NOTES:
 Two cents transferred back to the General Fund for

CITY OF MUSTANG
 PROPOSED BUDGET WORKSHEET
 AS OF: JUNE 30TH, 2016

58 -IMPROVEMENT AUTHORITY
 GENERAL GOVERNMENT
 DEPARTMENT EXPENDITURES

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ACTUAL BUDGET	----- CURRENT YEAR YEAR TO DATE ACTUAL	PROPOSED BUDGET	BUDGET WORKSPACE
	operations.					
68-5811	TRANSFER TO GF-OPERATING PERMANENT NOTES: Operational transfer to the General Fund.					
68-5814	TRANSFER TO STREET IMPROVEPERMANENT NOTES: Transfer of 12.5% franchise fees from sanitation company.					
68-5840	TRANSFER TO LP - 3RD EXCEPERMANENT NOTES: One-cent sales tax less 2009 OWRB debt payment; 2013 note (refinancing 1998A B notes) and 2014B transferred from the Mustang Improvement Authority to the Limited Purpose Fund.					
68-5866	TRANSFER 2013 BOND PAYMENTPERMANENT NOTES: Monthly 2013 refinancing (1998A/B notes) payments.					
68-5867	TRANSFER 2014B BOND PAYMENPERMANENT NOTES: Transfer 2014B interest/admin payments to fund 67.					
68-5868	TRANSFER 2014A BOND PAYMENPERMANENT NOTES: 2014A monthly payments transferred to Fund 66 (refinance 2006 notes).					
68-5870	TRANSFER TO MIA RESERVE FUPERMANENT NOTES: Transfer of 66 2/3% of connection fees collected previous fiscal year (reference city code section 118-1) and capital improvement fee of \$4.50 per water/sewer customers.					
68-5871	TRANSFER 4TH PENNY EXCESS PERMANENT NOTES: The City pledged 4th penny (25%) of future sales tax revenues to repay \$16,685,000 of Series 2006 revenue bonds. The sales tax is legally restricted by a vote of the citizens and cannot be spent on any other items. Taxes collected in excess of the debt service payments are set aside(transferred to fund 66) for the early retirement of debt as serial bonds become due. April 28, 2014 defeased Series 2006, issued 2014A Notes.					
<u>CAPITAL</u>						
68-568-5926	0.00	68,016.40	4,432,000.00	42,732.85	4,389,250.00	
TOTAL CAPITAL	0.00	68,016.40	4,432,000.00	42,732.85	4,389,250.00	
68-5926	2014B STREET PROJECT PERMANENT NOTES: S. Mustang Road widening/drainage improvements.					
TOTAL GENERAL GOVERNMENT	13,108,600.26	6,044,574.41	18,318,171.00	10,208,985.31	20,106,470.00	

-IMPROVEMENT AUTHORITY

WATER

DEPARTMENT EXPENDITURES

TWO YEARS	ONE YEAR	CURRENT YEAR		PROPOSED
PRIOR	PRIOR	ACTUAL	YEAR TO DATE	BUDGET
ACTUAL	ACTUAL	BUDGET	ACTUAL	BUDGET

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BUDGET
WORKSPACEOTHER SERVICES & CHARGES

8-572-5327 PROFESSIONAL FEES	0.00	0.00	500.00	0.00	1,000.00
8-572-5336 ENGINEERING	641.25	34,902.17	40,000.00	36,901.24	40,000.00
8-572-5353 OTHER SERVICES AND FEES	23,583.77	159,027.75	39,450.00	39,361.00	47,000.00
8-572-5362 ELECTRICITY	424,574.96	443,058.94	425,000.00	240,639.31	435,000.00
8-572-5395 PUBLIC WORKS CONTRACT PAYAB	<u>1,280,950.31</u>	<u>1,270,507.43</u>	<u>1,149,440.00</u>	<u>810,086.34</u>	<u>1,150,000.00</u>
TOTAL OTHER SERVICES & CHARGES	1,729,750.29	1,907,496.29	1,654,390.00	1,126,987.89	1,673,000.00

2-5327 PROFESSIONAL FEES PERMANENT NOTES:
DEQ mandates and other professional services.

2-5336 ENGINEERING PERMANENT NOTES:
Engineering services for water related projects and issues.

2-5353 OTHER SERVICES AND FEES PERMANENT NOTES:
C.O.W.R.A. annual dues \$33,870
ACOG assessment fees \$11,000
Canadian County River Annual Study \$2,000

2-5395 PUBLIC WORKS CONTRACT PAYAPERMANENT NOTES:
Original Severn Trent contract signed April 2001 thru June 2011, (4) extended contracts (quarterly), new contract August 2012 thru June 2017, amended Appendix D March 2015. Water department (64%) of contract plus maintenance cap and meter reading portion per 5.1.1 section. 5.1.4 'adjusted fee' is calculated annual four months prior to commencement date. Severn Trent agreement requires to use CPI index or 2.0% (highese rate).
Fiscal year 2014 - CPI = 1.2%.
Fiscal year 2015 - CPI = 1.2%.
Fiscal year 2016 - CPI = 2.0%.

MATERIALS AND SUPPLIES

8-572-5621 REPAIR & MAINTENANCE	0.00	17,399.00	122,000.00	121,537.00	100,000.00
8-572-5661 WATER PURCHASES-OKC	<u>580,454.39</u>	<u>390,698.29</u>	<u>700,000.00</u>	<u>468,506.82</u>	<u>700,000.00</u>
TOTAL MATERIALS AND SUPPLIES	580,454.39	408,097.29	822,000.00	590,043.82	800,000.00

2-5621 REPAIR & MAINTENANCE PERMANENT NOTES:
Severn Trent Maintenance Caps.

8-5661 WATER PURCHASES-OKC PERMANENT NOTES:
Increase due to 'service availability' with City of Oklahoma City contract.

DEPARTMENT EXPENDITURES

TWO YEARS ONE YEAR ----- CURRENT YEAR -----
PRIOR PRIOR ACTUAL YEAR TO DATE
ACTUAL ACTUAL BUDGET ACTUAL

PROPOSED
BUDGET

206 BUDGET
WORKSPACE

CAPITAL

68-572-5925 WATER PROJECTS	0.00	79,461.83	78,000.00	0.00	100,000.00
68-572-5926 2014B WATER PROJECT	0.00	409,787.58	1,464,087.00	15,375.68	1,475,210.00
68-572-5971 SERVICES/EQUIPMENT	3,578.43	3,936.27	4,330.00	4,329.90	5,000.00
68-572-5972 DEQ MANDATES	<u>7,500.00</u>	<u>0.00</u>	<u>3,720.00</u>	<u>1,174.50</u>	<u>5,000.00</u>
TOTAL CAPITAL	11,078.43	493,185.68	1,550,137.00	20,880.08	1,585,210.00

572-5926	2014B WATER PROJECT	PERMANENT NOTES: Water quality.
572-5971	SERVICES/EQUIPMENT	PERMANENT NOTES: Annual Datamatic Limited Services \$4,000 Miscellaneous repairs.
572-5972	DEQ MANDATES	PERMANENT NOTES: DEQ mandates.

TOTAL WATER	<u>2,321,283.11</u>	<u>2,808,779.26</u>	<u>4,026,527.00</u>	<u>1,737,911.79</u>	<u>4,058,210.00</u>
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<u>OTHER SERVICES & CHARGES</u>						
08-575-5327 PROFESSIONAL FEES	0.00	2,280.00	3,000.00	0.00	2,000.00	_____
08-575-5336 ENGINEERING	11,604.00	89,888.83	100,000.00	12,337.85	50,000.00	_____
08-575-5361 NATURAL GAS	8,450.00	7,364.26	7,000.00	3,692.64	8,000.00	_____
08-575-5362 ELECTRICITY	32,318.86	21,735.38	31,000.00	17,983.21	30,000.00	_____
68-575-5395 PUBLIC WORKS CONTRACT PAYAB	721,738.69	714,660.40	646,560.00	455,424.83	647,000.00	_____
TOTAL OTHER SERVICES & CHARGES	774,111.55	835,928.87	787,560.00	489,438.53	737,000.00	_____

08-5327 PROFESSIONAL FEES PERMANENT NOTES:
Canadian River Study joint project with other dischargers.
ACOG project.

08-5336 ENGINEERING PERMANENT NOTES:
City engineering on sewer related projects and issues.

75-5395 PUBLIC WORKS CONTRACT PAYAB PERMANENT NOTES:
Sewer Dept - 36% of contract plus maintenance caps and
meter reading portion per 5.1.1 section of contract.
5.1.4 Adjusted fee calculated each year four months prior to
commencement date effective July 1.
CPI 1.2% for fiscal year 2014. Ordinance states 2.0% or CPI
(which ever is higher).

<u>MATERIALS AND SUPPLIES</u>						
75-5621 REPAIR & MAINTENANCE	193,842.20	0.00	100,000.00	0.00	100,000.00	_____
TOTAL MATERIALS AND SUPPLIES	193,842.20	0.00	100,000.00	0.00	100,000.00	_____

75-5621 REPAIR & MAINTENANCE PERMANENT NOTES:
Severn Trent Maintenance Caps.

<u>TOTAL</u>						
08-575-5926 2014B SEWER PROJECT	0.00	83,925.31	985,575.00	94,715.73	864,360.00	_____
75-575-5972 DEQ MANDATES	7,912.10	8,243.67	5,000.00	0.00	5,000.00	_____
TOTAL CAPITAL	7,912.10	92,168.98	990,575.00	94,715.73	869,360.00	_____

75-5926 2014B SEWER PROJECT PERMANENT NOTES:
WWTP phase 2.

TOTAL SEWER	975,865.85	928,097.85	1,878,135.00	584,154.26	1,706,360.00	_____
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TWO YEARS
PRIOR
ACTUAL

ONE YEAR
PRIOR
ACTUAL

----- CURRENT YEAR -----
ACTUAL YEAR TO DATE
BUDGET ACTUAL

PROPOSED
BUDGET

2018 BUDGET
WORKSPACE

OTHER SERVICES & CHARGES

68-578-5396 OEMA CONTRACT PAYABLE	1,191,170.96	909,083.14	929,000.00	683,467.01	925,000.00
68-578-5397 RECYCLING	37,595.25	36,563.30	40,000.00	30,347.61	40,000.00
68-578-5398 TREE LIMB REMOVAL	0.00	13,300.00	1,786,425.00	1,781,418.94	5,000.00
68-578-5399 HAZARDOUS WASTE DISPOSAL	<u>5,000.00</u>	<u>4,500.00</u>	<u>6,000.00</u>	<u>2,618.88</u>	<u>5,000.00</u>
TOTAL OTHER SERVICES & CHARGES	1,233,766.21	963,446.44	2,761,425.00	2,497,852.44	975,000.00

578-5396 OEMA CONTRACT PAYABLE PERMANENT NOTES:
OEMA Contract - Renewed 8/19/14 for five years (July 1, 2014 to June 30, 2019) collection, removal, disposal and recycling services.

578-5398 TREE LIMB REMOVAL PERMANENT NOTES:
FYE2013 (May 2013 tornado storms)
FYE2016 (Nov/Dec 2015 ice storms)

TOTAL SANITATION	1,233,766.21	963,446.44	2,761,425.00	2,497,852.44	975,000.00
** TOTAL EXPENDITURES ***	17,639,515.43	10,744,897.96	26,984,258.00	15,028,903.80	26,846,040.00

Risk Management

The Risk Management Fund is an internal service fund used to account for self-insured worker's compensation claims.

9 -RISK MANAGEMENT

TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET
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210 BUDGET
WORKSPACEREVENUE SUMMARY

FEES	247,659.52	0.00	75,000.00	62,500.00	100,000.00	
MISCELLANEOUS REVENUE	<u>38,210.21</u>	<u>4,941.28</u>	<u>479,000.00</u>	<u>5,240.23</u>	<u>465,000.00</u>	
** TOTAL REVENUES ***	<u>285,869.73</u>	<u>4,941.28</u>	<u>554,000.00</u>	<u>67,740.23</u>	<u>565,000.00</u>	

EXPENDITURE SUMMARY

ADMINISTRATION	<u>124,387.24</u>	<u>23,654.60</u>	<u>554,000.00</u>	<u>118,604.80</u>	<u>565,000.00</u>	
** TOTAL EXPENDITURES ***	<u>124,387.24</u>	<u>23,654.60</u>	<u>554,000.00</u>	<u>118,604.80</u>	<u>565,000.00</u>	

REVENUES OVER (UNDER) EXPENDITURES **	<u>161,482.49</u>	<u>(18,713.32)</u>	<u>0.00</u>	<u>(50,864.57)</u>	<u>0.00</u>	
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REVENUES	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	21 BUDGET WORKSPACE
<u>FEEES</u>						
69-43110 WORKERS COMP FEES	247,659.52	0.00	75,000.00	62,500.00	100,000.00	
TOTAL FEES	247,659.52	0.00	75,000.00	62,500.00	100,000.00	
<u>MISCELLANEOUS REVENUE</u>						
69-45141 INTEREST ON INVESTMENTS	2,680.29	2,172.05	3,000.00	1,810.56	3,000.00	
69-45193 MISCELLANEOUS	35,529.92	2,769.23	6,000.00	3,429.67	4,000.00	
69-45199 RESERVED CARRYOVER	0.00	0.00	470,000.00	0.00	458,000.00	
TOTAL MISCELLANEOUS REVENUE	38,210.21	4,941.28	479,000.00	5,240.23	465,000.00	
*** TOTAL REVENUES ***	285,869.73	4,941.28	554,000.00	67,740.23	565,000.00	

TWO YEARS ONE YEAR ----- CURRENT YEAR -----
 PRIOR PRIOR ACTUAL YEAR TO DATE
 ACTUAL ACTUAL BUDGET ACTUAL

PROPOSED
 BUDGET

PERSONAL SERVICES

69-500-5112 INSURANCE/CLAIM FEES	73,668.24	(30,506.40)	192,482.00	60,254.80	100,000.00	
TOTAL PERSONAL SERVICES	73,668.24	(30,506.40)	192,482.00	60,254.80	100,000.00	

00-5112 INSURANCE/CLAIM FEES PERMANENT NOTES:
 Worker's compensation claim payments.

OTHER SERVICES & CHARGES

69-500-5391 MISC CONTRACTUAL SERVICES	50,719.00	54,161.00	58,368.00	58,350.00	60,000.00	
TOTAL OTHER SERVICES & CHARGES	50,719.00	54,161.00	58,368.00	58,350.00	60,000.00	

00-5391 MISC CONTRACTUAL SERVICES PERMANENT NOTES:
 Excess workers compensation policy.

INCREASE TO FUND BALANCE

69-500-5555 INCREASE TO FUND BALANCE	0.00	0.00	303,150.00	0.00	405,000.00	
TOTAL INCREASE TO FUND BALANCE	0.00	0.00	303,150.00	0.00	405,000.00	

0-5555 INCREASE TO FUND BALANCE PERMANENT NOTES:
 Restricted for future claims.

TOTAL ADMINISTRATION	124,387.24	23,654.60	554,000.00	118,604.80	565,000.00	
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* TOTAL EXPENDITURES ***	124,387.24	23,654.60	554,000.00	118,604.80	565,000.00	
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Mustang Improvement Authority - Reserve

The Mustang Improvement Authority Reserve Fund is used for maintenance, infrastructure, and capital purchases for the enterprise funds. Municipal Code

Book Section 118-1 states that the connection fees imposed by subsection

(b) (1) of section 118-1 shall be deposited into the trust fund upon receipt. On an annual basis, thirty-three and one-third (33 1/3%) of the connection fees will be budgeted and appropriated for expenses of operating and maintaining the water and sewer utilities system, and sixty-six and two-thirds (66 2/3%) of the connection fees will be budgeted and appropriated for the purposes of expanding and upgrading the water and sewer utilities as capital improvements to the utility system.

Ordinance 1106 amended a new section 118-5 to read beginning October 1, 2014, the City of Mustang shall charge and collect for utility service furnished to all consumers and users a monthly capital improvement fee in the amount of \$4.50 per month for each utility account.

All amounts collected from such capital improvement charge is transferred to the MIA Reserve Fund to be applied to water and wastewater facility and line maintenance and construction.

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL YEAR TO DATE BUDGET ACTUAL	PROPOSED BUDGET	
<u>REVENUE SUMMARY</u>					
MISCELLANEOUS REVENUE	0.00	75.63	270,500.00	326.18	405,700.00
TRANSFERS	<u>24,927.91</u>	<u>281,357.55</u>	<u>385,000.00</u>	<u>292,118.74</u>	<u>388,000.00</u>
** TOTAL REVENUES ***	<u>24,927.91</u>	<u>281,433.18</u>	<u>655,500.00</u>	<u>292,444.92</u>	<u>793,700.00</u>
<u>EXPENDITURE SUMMARY</u>					
ADMINISTRATION	<u>25,000.00</u>	<u>76,137.96</u>	<u>655,500.00</u>	<u>181,493.07</u>	<u>793,700.00</u>
** TOTAL EXPENDITURES ***	<u>25,000.00</u>	<u>76,137.96</u>	<u>655,500.00</u>	<u>181,493.07</u>	<u>793,700.00</u>
REVENUES OVER (UNDER) EXPENDITURES ** (<u>72.09)</u>	<u>205,295.22</u>	<u>0.00</u>	<u>110,951.85</u>	<u>0.00</u>

70 -MIA RESERVE

REVENUES	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	
<u>MISCELLANEOUS REVENUE</u>						
70-45141 INTEREST ON INVESTMENTS	0.00	75.63	500.00	326.18	700.00	
70-45199 RESERVED CARRYOVER	0.00	0.00	270,000.00	0.00	405,000.00	
TOTAL MISCELLANEOUS REVENUE	0.00	75.63	270,500.00	326.18	405,700.00	
<u>TRANSFERS</u>						
70-46868 TRANSFER FROM MIA	24,927.91	281,357.55	385,000.00	292,118.74	388,000.00	
TOTAL TRANSFERS	24,927.91	281,357.55	385,000.00	292,118.74	388,000.00	
*** TOTAL REVENUES ***	24,927.91	281,433.18	655,500.00	292,444.92	793,700.00	

215 BUDGET
WORKSPACE

U -MIA RESERVE
 ADMINISTRATION
 DEPARTMENT EXPENDITURES

216 BUDGET
 WORKSPACE

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET	
<u>INCREASE TO FUND BALANCE</u>						
570-5555 RESTRICTED FUND BALANCE	0.00	0.00	378,550.00	0.00	793,700.00	
TOTAL INCREASE TO FUND BALANCE	0.00	0.00	378,550.00	0.00	793,700.00	
570-5555 RESTRICTED FUND BALANCE						
	PERMANENT NOTES: Restricted for water and wastewater (infrastructure) maintenance and construction.					
<u>CAPITAL</u>						
570-5902 WATER/SEWER PROJECTS	25,000.00	76,137.96	276,950.00	181,493.07	0.00	
TOTAL CAPITAL	25,000.00	76,137.96	276,950.00	181,493.07	0.00	
570-5902 WATER/SEWER PROJECTS						
	CURRENT YEAR NOTES: FY16 water/sewer projects: 59th street water line relocation final bill (\$2,264.22), replace well #1 pump/motor (\$18,226.86), meadow lane sewer rehab final bill (\$82,326), repair well #3 pump, meter, & install (\$18,344.05), rebuild discharge pump #2 WWTP (\$12,500.94), WWTP pump #2 (\$30,276), rewind motor & rebuild pump #2 (\$4,637), rebuild discharge pump #1 WWTP (\$12,918) total: \$181,493.07					
TOTAL ADMINISTRATION	25,000.00	76,137.96	655,500.00	181,493.07	793,700.00	
*** TOTAL EXPENDITURES ***	25,000.00	76,137.96	655,500.00	181,493.07	793,700.00	

Sewer Infrastructure Impact

The Sewer Infrastructure Impact Fund is used to account for fees established per house top to developers. Funds are used to pay the Series 2009 Clean Water SRF Note to OWRB dated June 8, 2009 and future indebtedness.

2 -SEWER INFRA IMPACT FEE

TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL BUDGET	YEAR TO DATE ACTUAL	PROPOSED BUDGET
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218 BUDGET
WORKSPACEREVENUE SUMMARY

FEES	87,000.00	57,000.00	140,000.00	89,000.00	90,000.00
MISCELLANEOUS REVENUE	<u>2,375.77</u>	<u>425.63</u>	<u>436,000.00</u>	<u>1,464.45</u>	<u>527,000.00</u>
** TOTAL REVENUES ***	<u>89,375.77</u>	<u>57,425.63</u>	<u>576,000.00</u>	<u>90,464.45</u>	<u>617,000.00</u>

EXPENDITURE SUMMARY

ADMINISTRATION	<u>264,000.00</u>	<u>110,000.00</u>	<u>576,000.00</u>	<u>0.00</u>	<u>617,000.00</u>
* TOTAL EXPENDITURES ***	<u>264,000.00</u>	<u>110,000.00</u>	<u>576,000.00</u>	<u>0.00</u>	<u>617,000.00</u>

REVENUES OVER (UNDER) EXPENDITURES **	<u>(174,624.23)</u>	<u>(52,574.37)</u>	<u>0.00</u>	<u>90,464.45</u>	<u>0.00</u>
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REVENUES	TWO YEARS	ONE YEAR	----- CURRENT YEAR -----		PROPOSED BUDGET	219 BUDGET WORKSPACE
	PRIOR ACTUAL	PRIOR ACTUAL	ACTUAL BUDGET	YEAR TO DATE ACTUAL		
FEEES						
82-43197 SEWER IMPACT FEES	87,000.00	57,000.00	140,000.00	89,000.00	90,000.00	
TOTAL FEES	87,000.00	57,000.00	140,000.00	89,000.00	90,000.00	
MISCELLANEOUS REVENUE						
82-45141 INTEREST ON INVESTMENTS	2,375.77	425.63	2,800.00	1,464.45	2,000.00	
82-45199 RESERVED CARRYOVER	0.00	0.00	433,200.00	0.00	525,000.00	
TOTAL MISCELLANEOUS REVENUE	2,375.77	425.63	436,000.00	1,464.45	527,000.00	
*** TOTAL REVENUES ***	89,375.77	57,425.63	576,000.00	90,464.45	617,000.00	

02 -SEWER INFRA IMPACT FEE

ADMINISTRATION

DEPARTMENT EXPENDITURES

TWO YEARS
PRIOR
ACTUAL

ONE YEAR
PRIOR
ACTUAL

----- CURRENT YEAR -----
ACTUAL YEAR TO DATE
BUDGET ACTUAL

PROPOSED
BUDGET

220 BUDGET
WORKSPACE

INCREASE TO FUND BALANCE

82-582-5555 RESTRICTED FUND BALANCE	0.00	0.00	476,000.00	0.00	517,000.00
TOTAL INCREASE TO FUND BALANCE	0.00	0.00	476,000.00	0.00	517,000.00

82-5555 RESTRICTED FUND BALANCE

PERMANENT NOTES:

Restricted fees established per house top to developers.
Funds are used to pay the Series 2009 Clean Water SRF Note
to OWRB dated June 8, 2009 and future indebtedness.

TRANSFERS

82-582-5868 TRANSFER TO MIA	264,000.00	110,000.00	100,000.00	0.00	100,000.00
TOTAL TRANSFERS	264,000.00	110,000.00	100,000.00	0.00	100,000.00

TOTAL ADMINISTRATION

	264,000.00	110,000.00	576,000.00	0.00	617,000.00
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*** TOTAL EXPENDITURES ***

	264,000.00	110,000.00	576,000.00	0.00	617,000.00
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2013 Series Notes

The City has pledged future net water and sewer revenues and one cent sales tax to repay the 1998 Revenue Bonds Payable. Proceeds from the bonds provided financing for utility system capital assets. The bonds were defeased April 2013, funded by the issuance of a refunding private placement 2013 note, with the pledged revenues assumed by note holder.

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR -----		PROPOSED BUDGET	
			ACTUAL BUDGET	YEAR TO DATE ACTUAL		
<u>REVENUE SUMMARY</u>						
MISCELLANEOUS REVENUE	104.14	30.23	110,150.00	25.28	110,100.00	
TRANSFERS	<u>1,197,004.59</u>	<u>1,133,929.26</u>	<u>1,140,000.00</u>	<u>848,520.50</u>	<u>1,130,000.00</u>	
** TOTAL REVENUES ***	<u>1,197,108.73</u>	<u>1,133,959.49</u>	<u>1,250,150.00</u>	<u>848,545.78</u>	<u>1,240,100.00</u>	
<u>EXPENDITURE SUMMARY</u>						
BOND ADMINISTRATION	<u>695,525.26</u>	<u>113,386.58</u>	<u>1,250,150.00</u>	<u>562,167.00</u>	<u>1,240,100.00</u>	
*** TOTAL EXPENDITURES ***	<u>695,525.26</u>	<u>113,386.58</u>	<u>1,250,150.00</u>	<u>562,167.00</u>	<u>1,240,100.00</u>	
** REVENUES OVER (UNDER) EXPENDITURES **	<u>501,583.47</u>	<u>1,020,572.91</u>	<u>0.00</u>	<u>286,378.78</u>	<u>0.00</u>	

REVENUES	TWO YEARS		ONE YEAR	CURRENT YEAR		PROPOSED BUDGET
	PRIOR ACTUAL	PRIOR ACTUAL	PRIOR ACTUAL	ACTUAL BUDGET	YEAR TO DATE ACTUAL	
MISCELLANEOUS REVENUE						
98-45141 INTEREST ON INVESTMENTS	104.14		30.23	150.00	25.28	100.00
98-45199 RESERVED CARRYOVER	0.00		0.00	110,000.00	0.00	110,000.00
TOTAL MISCELLANEOUS REVENUE	104.14		30.23	110,150.00	25.28	110,100.00
TRANSFERS						
98-46868 TRANSFER FROM MIA - 2013 PMT	1,197,004.59		1,133,929.26	1,140,000.00	848,520.50	1,130,000.00
TOTAL TRANSFERS	1,197,004.59		1,133,929.26	1,140,000.00	848,520.50	1,130,000.00
*** TOTAL REVENUES ***	1,197,108.73		1,133,959.49	1,250,150.00	848,545.78	1,240,100.00

98 -2013 REVENUE BOND
 BOND ADMINISTRATION
 DEPARTMENT EXPENDITURES

	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ACTUAL BUDGET	----- YEAR TO DATE ACTUAL	PROPOSED BUDGET	
<u>INCREASE TO FUND BALANCE</u>						
98-500-5555 RESTRICTED FUND BALANCE	0.00	0.00	117,150.00	0.00	114,100.00	
TOTAL INCREASE TO FUND BALANCE	0.00	0.00	117,150.00	0.00	114,100.00	
500-5555 RESTRICTED FUND BALANCE						
	PERMANENT NOTES: Restricted fund balance for future bond payments.					
<u>BONDS</u>						
98-500-5752 13 INTEREST PAYMENT	140,025.26	110,386.58	65,000.00	34,917.00	43,000.00	
98-500-5753 13 PRINCIPAL PAYMENT	0.00	0.00	1,065,000.00	525,000.00	1,080,000.00	
98-500-5754 13 ADMINISTRATIVE FEES	3,000.00	3,000.00	3,000.00	2,250.00	3,000.00	
TOTAL BONDS	143,025.26	113,386.58	1,133,000.00	562,167.00	1,126,000.00	
0-5752 13 INTEREST PAYMENT						
	PERMANENT NOTES: 2013 interest payments due 12/1 \$23,947.50 and 6/1 \$18,437.00					
0-5753 13 PRINCIPAL PAYMENT						
	PERMANENT NOTES: 2013 principal payments due 12/1 \$535,000 and 6/1 \$545,000					
0-5754 13 ADMINISTRATIVE FEES						
	PERMANENT NOTES: 2013 Refinancing semi-annual administrative fees of \$1,500.					
<u>TRANSFERS</u>						
98-500-5866 TRANSFER TO 2006 BOND FUND	552,500.00	0.00	0.00	0.00	0.00	
TOTAL TRANSFERS	552,500.00	0.00	0.00	0.00	0.00	
TOTAL BOND ADMINISTRATION	695,525.26	113,386.58	1,250,150.00	562,167.00	1,240,100.00	
*** TOTAL EXPENDITURES ***	695,525.26	113,386.58	1,250,150.00	562,167.00	1,240,100.00	

Agency Fund

Title 11 O.S., 35-107 &
17-101 Deposits for
utility service shall be
refunded or credited to
the customer upon
termination of service.

Refund checks to be
issued within 30 days
following termination of
service. No interest is
required to be paid to
customer. Interest
earnings transferred to
the Mustang
Improvement Authority
at year-end.

99 -AGENCY FUND

REVENUES	TWO YEARS PRIOR ACTUAL	ONE YEAR PRIOR ACTUAL	----- CURRENT YEAR ----- ACTUAL	YEAR TO DATE ACTUAL	PROPOSED BUDGET	227 BUDGET WORKSPACE
<hr/>						
<u>MISCELLANEOUS REVENUE</u>						
99-45141 INTEREST INCOME	1,416.90	86.39	0.00	83.03	120.00	
99-45200 RESERVED CARRY-OVER	0.00	0.00	0.00	0.00	3,000.00	
TOTAL MISCELLANEOUS REVENUE	<u>1,416.90</u>	<u>86.39</u>	<u>0.00</u>	<u>83.03</u>	<u>3,120.00</u>	
*** TOTAL REVENUES ***	<u>1,416.90</u>	<u>86.39</u>	<u>0.00</u>	<u>83.03</u>	<u>3,120.00</u>	

99 - AGENCY FUND
ADMINISTRATION
DEPARTMENT EXPENDITURES

TWO YEARS
PRIOR
ACTUAL

ONE YEAR
PRIOR
ACTUAL

----- CURRENT YEAR -----
ACTUAL YEAR TO DATE
BUDGET ACTUAL

PROPOSED
BUDGET

228 BUDGET
WORKSPACE

INCREASE TO FUND BALANCE

99-500-5555 INCREASE TO FUND BALANCE	0.00	0.00	0.00	0.00	120.00	
TOTAL INCREASE TO FUND BALANCE	0.00	0.00	0.00	0.00	120.00	

TRANSFERS

99-500-5868 TRANSFER TO MIA	0.00	0.00	0.00	0.00	3,000.00	
TOTAL TRANSFERS	0.00	0.00	0.00	0.00	3,000.00	

500-5868 TRANSFER TO MIA

PERMANENT NOTES:
TRANSFER INTEREST EARNINGS TO MIA.

TOTAL ADMINISTRATION	0.00	0.00	0.00	0.00	3,120.00	
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** TOTAL EXPENDITURES ***	0.00	0.00	0.00	0.00	3,120.00	
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/ A /

Account

An entity for recording specific revenues or expenditures, or for grouping related or similar classes of revenues and expenditures and recording them within a fund or department.

Accounting System

The total set of records and procedures that are used to record, classify, and report information on the financial status and operations of the entity. (See also Accrual Basis, Modified Accrual Basis, and Cash Basis).

Accrual Basis

The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at the time), and expenditures are recorded when goods and services are received (whether cash disbursements are made at the time or not).

Appropriation

An authorization or allocation made by the legislative body that permits officials to incur obligations against, and to make expenditures of, governmental resources (revenues).

Appropriation Balance

The available appropriation remaining after expenditures, encumbrances, and commitments have been subtracted from the appropriation.

Asset

Resources owned or held by a government which have monetary value.

Authorized Personnel

Employee positions, which are authorized in the adopted budget, to be filled during the year.

/ B /

Bond

A long-term IOU or promise to pay. It is a promise to repay a specified amount of money (the face amount of the bond) on a particular date (the maturity date). Bonds are primarily used to finance capital projects.

General Obligation Bond

A type of bond that is backed by the full faith, credit, and taxing power of the government.

Revenue Bond

A type of bond that is backed only by the revenues from a specific enterprise or project, such as a utility system.

Bond Refinancing

The payoff and re-issuance of bonds, to obtain better interest rates and/or bond conditions.

Budget

A plan of financial activity for a fiscal year indicating all planned revenues and expenditures or expenses for the budget period. 230

Budget Calendar

The schedule of key dates which a government follows in preparation and adoption of the budget.

Budget Resolution

The legal means by which the budget is adopted.

Budget Supplement

The legal means by which an adopted estimated revenue or expenditure appropriation is increased or decreased.

Budget Transfer

Allows for the movement of appropriation funds between accounts within the same department or between departments. This action only requires City Manager approval.

Budgetary Basis

This refers to the basis of accounting used to estimate financing sources and uses in the budget. It is different from GAAP basis of accounting.

Budgetary Control

The control or management of a governmental expenditures in accordance with the approved budget for the purpose of keeping expenditures within the limitations of available appropriations and resources.

/ C /

Capital Assets

Assets of significant value and having a useful life of ten years. Capital assets are also called fixed assets.

Capital Improvement

Any significant physical acquisition, construction, replacement, or improvement to a City.

Capital Improvement Program (CIP)

The process of planning, monitoring, programming, and budgeting over a multi-year period used to allocate the City's capital moneys, usually undertaken by a City's Capital Improvement Committee. The City of Mustang utilizes the Limited Purpose Fund for capital expenditures.

Capital Outlay

One of the expenditure account categories used to account for the purchase of any item with a useful life greater than one year. Included are vehicles, heavy equipment, other equipment, personal computers, and some office furniture.

Capital Project

Major construction, acquisition, or renovation activities which add value to a government's physical assets or significantly increase their useful lives.

231

Carryover

Appropriated funds that are encumbered during the fiscal year and are allowed to be retained in the budget of the next fiscal year for the purpose designated.

Cash Basis

A basis of accounting in which transactions are recognized only when cash is increased or decreased.

Charges for Services

Revenues received for services performed or delivered by the City.

Commodities

Expendable items that are consumable or have a short life span. Examples include office supplies, gasoline, minor tools, and road salt.

Contingency

A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Contractual Services

Services rendered to a government by private firms, individuals, or other governmental agencies. Examples include utilities, rent, maintenance agreements, and professional consulting services.

Cost-of-Living Adjustment (COLA)

An increase in salaries to offset the adverse effect of inflation or rising prices.

Current Budget

The original budget as approved by the City Council, along with any carryover encumbrances from the prior fiscal year, and any transfers or amendments that have been made since July 1.

/ D /

Debt Service

The cost of paying principal and interest on borrowed money according to a predetermined payment schedule.

Deficit

The excess of an entity's liabilities over its assets or the excess of expenses over revenues during a single accounting period.

Department

The basic organizational unit of government which is functionally unique in its delivery of services.

Depreciation

Expiration in the service life of capital assets, attributable to wear and tear, deterioration, action of the physical elements, inadequacy, or obsolescence.

Development-Related Fees

Those fees and charges generated by building, development, and growth in the community. Included are building permits, development review fees, and zoning, platting, and subdivision fees.

232

Disbursement

The expenditure of monies from an account.

Division

A sub-unit of a department which encompasses a substantial portion of the duties assigned to a department. May consist of several activities.

/ E /

Employee Benefits

Contributions made by a government to meet commitments or obligations for employee fringe benefits. Included are the government's share of costs for Social Security and the various pensions, medical, and life insurance plans.

Encumbrance

Obligations made by a government to meet commitments or obligations.

Enterprise (Proprietary) Funds

Established to account for revenues and expenditures generated by City functions for which customers are charged a fee.

Expenditure

The payment of cash on the transfer of property or services for the purpose of acquiring an asset, service, or settling a loss.

Where accounts are kept on the accrual or modified accrual basis of accounting, the cost of goods received or services rendered are recognized whether cash payments have been made or not. Where accounts are kept on a cash basis, expenditures are recognized only when the cash payments for the above purposes are made.

Expense

Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest, or other charges.

/ F /

Fines and Forfeitures

A revenue source that consists primarily of fines from the Municipal Court.

Fiscal Policy

A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs, and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

Fiscal Year

A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization.

Fixed Assets

Assets of long-term character that are intended to continue to be held or used, such as land, buildings, machinery, furniture, and other equipment. Capital assets are also called fixed assets.

Full Faith and Credit

A pledge of a government's taxing power to repay debt obligations.

Full-Time Equivalent Position

An employee at least 30 hours of service per week. Obamacare mandate requires employers with 50 or more full-time employees to provide at least the minimum level of government-defined health insurance to those employees.

Function

A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible (e.g. - public safety).

Fund

An independent accounting entity with a self-balancing set of accounts for recording all revenues and all related liabilities and residual equities or balances, along with any changes to the above. In other words, each fund is separate from every other fund and maintains records of all income and expenditures for the fund. By law, expenditures cannot exceed the revenues. As an example, a fund is like an individual checking account. Income is recorded in, expenditures are recorded out, and one cannot spend more than one has available in the account.

Fund Balance

The excess of assets of a fund over its liabilities, reserves, and carryover. The following fund balance distinctions are in accordance with Governmental Accounting Standards Board (GASB) #54 guidelines:

Assigned Fund Balance

This refers to the fund's intended use of resources. Such intent would have to be established by the governing body itself or by a body or official delegated by the governing body.

Committed Fund Balance

Reflects the amount of the fund balance that is constrained by limitations that the government imposes upon itself at its highest level of decision making and that remain binding unless removed in the same manner.

Non-spendable Fund Balance

Represents resources that are not in spendable form or are legally or contractually required to be maintained intact. Non-spendable form may include, but is not limited to, supplies inventories and prepaid items, the long-term portion of loans receivable, and non-financial assets held for resale. Legal or contractual requirements may include but are not limited to the principal of an endowment or a revolving loan fund.

Restricted Fund Balance

Resources of a fund that is subject to externally enforceable legal restrictions. Such restrictions can be externally imposed by creditors, grantors, contributors, or laws of other governments, or imposed by law through constitutional provisions or enabling legislation. 234

Unassigned Fund Balance

The total fund balance in the general fund in excess of the non-spendable, restricted, committed, and assigned fund balance.

/ G /

GAAP

Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

General Fund

Serves as the primary operating fund for the City.

Goal

A statement of broad direction, purpose, or intent based on the needs of the community. A goal is general and timeless.

Grants

A contribution by a government or other organization to support a particular function. Grants may be classified as either operational or capital, depending upon the grantee.

/ H /

Hourly Employee

An employee who is paid on a per-hour basis.

/ I /

Infrastructure

The physical assets of a government (streets, waterlines, sewers, public buildings, parks, etc.).

Inter-fund Transfers

The movement of monies between funds of the same governmental entity. Only the governmental body has authority to transfer between funds.

Intergovernmental Revenue

Funds received from federal, state, and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

Internal Service Charges

The charges to user departments for internal services provided by another department of the city.

235

Internal Service Funds

Funds used to account for Internal Service charges and expenditures (e.g. - Workers' Compensation).

/ L /

Levy

To impose taxes for the support of government activities.

Licenses and Permits

Revenues that come from the City's efforts to provide licenses to business and inspection services to enforce compliance with minimum requirements for building and operating safety.

Longevity

Employee compensation payments made in recognition of a certain minimum number of years employed full-time with the same entity.

Long-Term Debt

Debt with a maturity of more than one year after the date of issuance.

/ M /

Matching Funds

Requirement that a grant recipient contributes resources to a program that equal or exceed a pre-determined percentage of amounts provided by the grantor.

Materials and Supplies

May include articles and commodities which are consumed or materially altered when used, such as office supplies, operating supplies, and repair and maintenance supplies, as well as 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.

Mill

The property tax rate which is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of net assessed property valuation.

Miscellaneous Revenue

A revenue category that is comprised of revenue sources that do not fit the other categories of Taxes, Licenses and Permits, Intergovernmental Revenue, Charges for Services, and Fines and Forfeitures.

Modified Accrual Basis

The method of accounting under which expenditures other than accrued interest on general long-term debt are recorded at the time liabilities are incurred, and revenues are recorded when received in cash, except for material and/or available revenues, which should be accrued to reflect properly the taxes levied and the revenue earned.

Net Budget

The legally adopted budget, less all inter-fund transfers and inter-departmental charges.

/ O /

Object of Expenditure

An expenditure classification, referring to the lowest and most detailed level of classification, such as utilities, office supplies, chemicals, or furniture.

Objective

Something to be accomplished in specific, well-defined, and measurable terms, and that is achievable within a specific time frame.

Obligations

Amounts which a government may be legally required to meet out of its resources. They include not only actual liabilities, but also encumbrances not yet paid.

Operating Budget

This sets the plan for the day-to-day operations of the City. The City budgets operating funds annually, based on historical expenditures, priorities set forth by the elected officials, and economic conditions. Sales Tax Revenues and Utility Billing Charges provide the majority of the resources available for use within the operating budget.

Operating Expenses

The cost of personnel, materials, and equipment required for a department to function.

Operating Revenue

Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

Original Budget

The adopted budget, as approved by the City Council before the start of a new fiscal year.

Other Services and Charges

One of five expenditure account categories used to account for the purchase of contractual services and other intangible products such as security, temporary employment, professional and landscaping services, leases, utilities and communications, and employee education and travel.

/ P /

Part-time Employee/Position

An employee who works less than thirty (30) hours per week and, generally, does not receive benefits.

One of five expenditure account categories used to account for all costs related to compensating employees, including employee benefits such as pension, social security, uniform allowance, health insurance, workers' compensation, etc.

Prior-Year Encumbrances

Obligations from previous fiscal years in the form of purchase orders or contracts, which are chargeable to an appropriation, and for which a part of the appropriation is reserved. They cease to be encumbrances when the obligations are paid or otherwise terminated.

/ R /

Reserve

A portion of fund equity legally restricted for a specific purpose, or not available for appropriation and subsequent spending. It is normally a set aside of funds for emergencies or unforeseen expenditures not otherwise budgeted.

Resources

Total amounts available for appropriation, including estimated revenues, fund transfers, and beginning balances.

Revenue

The yield from sources of income (such as taxes, licenses, fines, etc.) that the City collects and receives for public use. Revenue increases the assets of a fund, while not increasing a liability, or representing a repayment of expenditure, a cancellation of a liability, or an increase in contributed capital.

Revenue estimates

Projected revenue using both time series analyses and deterministic methods.

/ S /

Seasonal Employee/Position

An employee hired during a peak period at an hourly rate (e.g. – Aquatic Park).

Shared Revenue

Taxes collected by the state are distributed, in part, back to the cities within the state in proportion to their population. This apportionment is determined by the census conducted every ten years. Includes revenues such as the Alcoholic Beverage Tax, Gasoline Tax, and Tobacco Tax.

Sinking Fund

A fund established to pay for General Obligation Bond debt and judgments against the City.

A decentralized budget process, whereby budget preparation and development are based on individual departmental sites.

Sources of Revenue

Revenues are classified according to their source or point of origin.

Supplemental Appropriation

An additional appropriation made by the governing body after the budget year has started.

/ T /

Taxes

Compulsory charges levied by a government for the purpose of financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments.

Transfers In/Out

Amounts transferred from one fund to another to comply with legal requirements or to assist in financing the services for the recipient fund.

/ U /

Unencumbered Balance

The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purposes.

User Charges

The payment of a fee for direct receipt of a public service by the party who benefits from the service.

/ V /

Variable Cost

A cost that increases/decreases with increases/decreases in the amount of service provided.