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STATE OF OKLAHOMA  
MUSKOGEE COUNTY  
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*Joseph McCrary*  
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CITY OF MUSKOGEE, OKLAHOMA  
DIANNA COPE  
COUNTY CLERK

TAX INCREMENT AND SINKING SCHEDULES

June 30, 2014

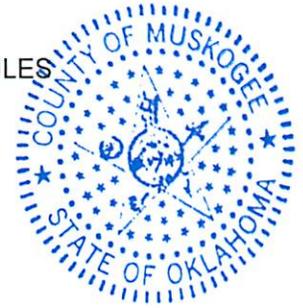
AND

ESTIMATE OF NEEDS

FOR

FISCAL YEAR ENDING

June 30, 2015



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CITY OF MUSKOGEE  
BALANCE SHEET AND ESTIMATE OF NEEDS  
June 30, 2014

Line No.	Assets	Sinking Fund		Tax Increment Financing	
		Detail	Extension	Detail	Extension
1	Cash Balance (Form SF-2, Line 21)	\$ 33,656.60		\$ 26.78	
2	Investments (Form SF-4, Col. 6)	\$0.00		\$0.00	
3					
4					
5					
6	Total Assets		\$ 33,656.60		\$ 26.78
<u>Liabilities</u>					
7	Matured bonds outstanding (Form SF-3, Col. 19)	0			\$
8	Accrual on unmatured bonds (Form SF-3, Col. 18)	0		\$ -	
9	Accrual on final coupons (Form SF-3, Col. 27)	0			
10	Unpaid interest coupons accrued-Matured				
11	Fiscal agency commission on above				
12	Judgments and interest levied				
13	Unpaid interest coupons accrued-Unmatured			\$ -	
14					
15					
16	Total Liabilities		\$0.00		\$ -
17	Excess of Assets over Liabilities (SF-7, Line 2)		\$ 33,656.60		\$ 26.78
<u>Estimate of Needs - Next Year</u>					
18	Interest required on bonds (Form SF-3, Col. 29)	0		\$ -	
19	Accrual on bonds (Form SF-3, Col. 12)	0		\$ -	
20	Accrual on judgments (Form SF-5, Line 12A)	\$185,572.02			
21	Interest accruals on judgments (Form SF-5, Line 12B)	\$29,860.86			
22	Commissions - Fiscal agencies				
23					
24					
25	Total - - - - - Fund Provision (To SF-7, Line 1)	\$215,432.88		\$ -	

CITY OF MUSKOGEE  
STATEMENT OF RECEIPTS, DISBURSEMENTS AND BALANCES  
For the Fiscal Year Ended June 30, 2014

Line No.		Sinking Fund		Tax Increment Financing	
		Detail	Extension	Detail	Extension
1	Cash balance - Beginning of year, July 1, 2013	\$ 35,323.15		\$ 7,867.35	
2	Investments liquidated during year(Form SF-4,Col.3)	\$ -		\$ -	
	Total Cash and Investments Liquidated		\$ 35,323.15		\$ 7,867.35
<b>Receipts and Apportionments</b>					
3	Current year ad valorem tax	\$273,223.77		\$ -	
4	Prior year's ad valorem tax	\$ -		\$ -	
5	Resale property distribution				
6	Interest Earned	\$ 223.04		\$ 0.01	
7					
8					
9	Total receipts and apportionments		\$273,446.81		\$ 0.01
10	Balance		\$308,769.96		\$ 7,867.36
<b>Disbursements</b>					
11	Interest coupons paid(Form SF-3, Col.33)			\$ 507.21	
12	Bonds paid (Form SF-3, Col.16)			\$ 7,333.37	
13	Commission paid fiscal agency				
14	Judgments paid	\$243,370.28			
15	Interest paid on judgments	\$ 31,743.08			
16	Investments purchased Form SF-4, Col.2)	\$ -		\$0.00	
17	Urban Renewal				
18					
19					
20	Total disbursements		\$275,113.36		\$ 7,840.58
21	Cash balance - End of Year		\$ 33,656.60		\$ 26.78
			To Form SF-1 Line 1		To Form SF-1 Line 1

CITY OF MUSKOGEE  
II. TAX INCREMENT SCHEDULE

EXHIBIT SF-3 DETAILED STATUS OF BOND AND COUPON INDEBTEDNESS AS OF JUNE 30, 2013 AND ACCRUALS THEREON

1	2	3	4	5	6	7	8	10	11	12	13
HOW & WHEN BOND MATURED UNIFORM - FINAL - OTHERWISE											
PURPOSE OF BOND ISSUE	DATE OF ISSUE	DATE OF SALE BY DELIVERY	DATE MATURING BEGINS	AMOUNT EACH UNIFORM MATURITY	DATE OF FINAL MATURITY	AMOUNT OF FINAL MATURITY	AMOUNT OF ORIGINAL ISSUE	BOND ISSUES ACCRUING BY TAX LEVY	YEARS TO RUN	NORMAL ANNUAL ACCRUAL	TAX YEARS RUN
SEVERS	8/18/1987	8/26/1987	8/31/1988	\$14,666.67	8/31/2017	REMAINING BALANCE	\$220,000.00	\$220,000.00	0	\$0.00	28

CITY OF MUSKOGEE  
II. TAX INCREMENT SCHEDULE

EXHIBIT SF-3 DETAILED STATUS OF BOND AND COUPON INDEBTEDNESS AS OF JUNE 30, 2012 AND ACCRUALS THEREON

14	15	16	17	18	20	21	22	29	33	
BASIS OF ACCRUALS CONTEMPLATED ON NET COLLECTIONS OR BETER IN ANTICIPATION DEDUCTIONS FROM TOTAL ACCRUALS										
COUPON COMPUTATION								TOTAL INTEREST TO LEVY FOR COUPONS PAID		
PURPOSE OF BOND ISSUE	ACCRUAL LIABILITY TO DATE	BONDS PAID PRIOR TO 6/30/2002	BONDS PAID DURING 2012-2013	MATURED BONDS UNPAID	BALANCE OF ACCRUAL LIABILITY	TOTAL BONDS OUTSTANDING UNMATURED	FIRST/NEXT COUPON DUE MO/DAY/YR	% INTEREST	2012-2013	2012-2013
SEVERS	124731.38	\$95,398.04	\$7,333.37	\$0.00	\$0.00	\$7,333.37	8/31/2013	7% TO 14%	\$0.00	\$507.21
			TO SF-2 LINE 12		TO SF-1 LINE 8				TO SF-1 LINE 18	TO SF-2 LINE 11

SINKING FUND  
**STATEMENTS OF INVESTMENTS**  
 For the Fiscal Year Ended June 30, 2014

Line No.	Investments on Hand Beginning of Year (1)	Purchases (2)	Liquidation of Investments		Barred by Court Order (5)	Investments on Hand End of Year (6)
			Collection (3)	Amount of Premium Paid (4)		
1	Municipal Bonds					
2	U.S. Bonds and Certificates					
3	Warrants 19					
4	Warrants 19					
5	Warrants 19					
6	Certificates of Deposit	0.00	-	-		-
7						
8						
9	Judgements					
10	<b>Total</b>	<b>\$0.00</b>	-	-		-
		To Form SF-2, Line 16	To Form SF-2, Line 2			To Form SF-1, Line 2

TAX INCREMENT  
**STATEMENTS OF INVESTMENTS**  
 For the Fiscal Year Ended June 30, 2014

Form SF-4

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Line No.	Investments on Hand Beginning of Year (1)	Purchases (2)	Liquidation of Investments		Barred by Court Order (5)	Investments on Hand End of Year (6)
			Collection (3)	Amount of Premium Paid (4)		
1	Municipal Bonds					
2	U.S. Bonds and Certificates					
3	Warrants 19					
4	Warrants 19					
5	Warrants 19					
6	Certificates of Deposit	0.00	-	-		-
7						
8						
9	Judgements					
10	<b>Total</b>	<b>\$0.00</b>	<b>-</b>	<b>-</b>	<b>\$0.00</b>	<b>\$0.00</b>
		To Form SF-2, Line 16	To Form SF-2, Line 2			To Form SF-1, Line 2

JUDGMENT INDEBTEDNESS, NOT AFFECTING HOMESTEADS DURING 2014-2015  
(If there be any Judgments Affecting All Properties, Schedule Separately and Plainly Indicate)

EXHIBIT "J-1"

1	2	3	4	5	6	7	8	9	10	11	12A	12B
In Favor Of	By Whom Owned	Purpose of Judgement	Case Number	Name of Court	Date of Judgement	Principal Amount of Judgement	Tax Levs Made	Prin Amount Provided for 6/30/2009	Prin Amount Provided for 2008-2009	Principal Amount Not Provided For	Amount for 2009-20010 Principal	Interest

MER TOTAL

\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00

EXHIBIT "J-1"

JUDGMENT INDEBTEDNESS, NOT AFFECTING HOMESTEADS DURING 2014-2015  
(If there be any Judgments Affecting All Properties, Schedule Separately and Plainly Indicate)

FORM SF-5

1	2	3	4	5	6	7	8	9	10	11	12A	12B
In Favor Of	By Whom Owned	Purpose of Judgement	Case Number	Name of Court	Date of Judgement	Principal Amount of Judgement	Tax Levs Made	Prin Amount Provided for 6/30/2013	Prin Amount Provided for 2013-2014	Principal Amount Not Provided For	Amount for 2014-2015 Principal	Interest
UNION PACIFIC	Parking Auth	Damages		SETTLEMENT	9/13/2010	\$17,500.00		\$0.00	\$17,500.00	\$0.00	\$0.00	\$0.00
ART SMITH	Parking Auth	Work Comp		Work Comp	9/3/2010	\$19,376.28	3	\$0.00	\$19,376.28	\$0.00	\$0.00	\$0.00
TIFFANY MILLER	Parking Auth	Damages		SETTLEMENT	4/26/2011	\$2,281.00	3	\$0.00	\$2,281.00	\$0.00	\$0.00	\$0.00
CHRIS MARSHALL	Parking Auth	Work Comp		Work Comp	6/10/2011	\$25,765.43	3	\$0.00	\$25,765.43	\$0.00	\$0.00	\$0.00
JESSE TINDALL	Parking Auth	Work Comp		Work Comp	10/10/2011	\$2,081.50	2	\$0.00	\$1,387.66	\$693.84	\$693.83	\$109.28

MPA TOTAL

\$67,004.21 \$0.00 \$66,310.37 \$693.84 \$109.28

JUDGMENT INDEBTEDNESS, NOT AFFECTING HOMESTEADS DURING 2014-2015  
 (If there be any Judgements Affecting All Properties, Schedule Separately and Plainly Indicate)

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FORM SF-5

EXHIBIT "J-1"

1 In Favor Of	2 By Whom Owned	3 Purpose of Judgement	4 Case Number	5 Name of Court	6 Date of Judgement	7 Principal Amount of Judgement	8 Tax Levs Made	9 Prin Amount Provided for 6/30/2013	10 Prin Amount Provided for 2013-2014	11 Principal Amount Not Provided For	12A Amount for 2014-2015		12B
											Principal	Interest	

JUDGMENT INDEBTEDNESS, NOT AFFECTING HOMESTEADS DURING 2014-2015  
 (If there be any Judgements Affecting All Properties, Schedule Separately and Plainly Indicate)

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FORM SF-5

EXHIBIT "J-1"

1 In Favor Of	2 By Whom Owned	3 Purpose of Judgement	4 Case Number	5 Name of Court	6 Date of Judgement	7 Principal Amount of Judgement	8 Tax Levs Made	9 Prin Amount Provided for 2012-2013	10 Prin Amount Provided for 2013-2014	11 Principal Amount Not Provided For	12A Amount for 2014-2015		12B
											Principal	Interest	
MICHAEL FINERTY	METER DEPOSIT	WORKCOMP			9/15/2009	3,375.00	3	2,250.00	1,125.00	0.00	0.00		
RANDELL	METER DEPOSIT	WORKCOMP			10/26/2009	11,970.00	3	7,980.00	3,990.00	0.00	0.00		
ALEXANDER	METER DEPOSIT	WORKCOMP			10/26/2009	8,550.00	3	5,700.00	2,850.00	0.00	0.00		
TIPTON	METER DEPOSIT	WORKCOMP			10/26/2009	11,970.00	3	7,980.00	3,990.00	0.00	0.00		
FRED JONES	METER DEPOSIT	WORKCOMP			11/3/2009	7,076.46	3	4,717.64	2,358.82	0.00	0.00		
DONALD SANDERS	METER DEPOSIT	WORKCOMP			4/2/2010	709.33	3	472.89	236.44	0.00	0.00		
EWIGUS PRESLEY	METER DEPOSIT	WORKCOMP			6/25/2010	30,352.50	3	20,235.00	10,117.50	0.00	0.00		
CHERYLE COTTON	METER DEPOSIT	WORKCOMP			5/28/2010	18,810.00	3	12,540.00	6,270.00	0.00	0.00		
PHILIP FLANARY	METER DEPOSIT	WORKCOMP			2/26/2010	13,362.64	3	8,908.43	4,454.21	0.00	0.00		
NICK SCROGGINS	METER DEPOSIT	WORKCOMP			1/8/2010	12,000.00	3	8,000.00	4,000.00	0.00	0.00		
JOHN SAWYER	METER DEPOSIT	WORKCOMP			12/25/2009	51,767.28	3	34,511.52	17,255.76	0.00	0.00		
JOHN DALLAS	METER DEPOSIT	WORKCOMP			11/6/2009	5,320.01	3	3,546.67	1,773.34	0.00	0.00		
TIMMY WILLIAMS	METER DEPOSIT	WORKCOMP			6/30/2010	15,028.00	3	10,018.67	5,009.33	0.00	0.00		
DWIGHT JENKINS	METER DEPOSIT	Work Comp		Work Comp	01/14/11	\$8,031.66	3	\$5,354.44	\$2,677.22	\$0.00	0.00	\$0.00	\$0.00
CHRIS MARSHAL	METER DEPOSIT	Work Comp		Work Comp	06/03/11	\$14,732.46	3	\$9,821.64	\$4,910.82	\$0.00	0.00	\$0.00	\$0.00
DAVID MCKEE	METER DEPOSIT	Work Comp		Work Comp	12/03/10	\$9,605.75	3	\$6,403.83	\$3,201.92	\$0.00	0.00	\$0.00	\$0.00
ROBERT PEARCE	METER DEPOSIT	Work Comp		Work Comp	06/24/11	\$8,261.61	3	\$5,507.74	\$2,753.87	\$0.00	0.00	\$0.00	\$0.00
ART SMITH	METER DEPOSIT	Work Comp		Work Comp	06/24/11	\$11,088.00	3	\$7,392.00	\$3,696.00	\$0.00	0.00	\$0.00	\$0.00
JUSTON WARDOUR	METER DEPOSIT	Work Comp		Work Comp	05/27/11	\$3,949.00	3	\$2,632.67	\$1,316.33	\$0.00	0.00	\$0.00	\$0.00
TIMMY WILLIAMS	METER DEPOSIT	Work Comp		Work Comp	06/24/11	\$15,028.00	3	\$10,018.67	\$5,009.33	\$0.00	0.00	\$0.00	\$0.00
MARK CAMPBELL	METER DEPOSIT	Work Comp		Work Comp	12/17/10	\$20,786.32	3	\$13,857.55	\$6,928.77	\$0.00	0.00	\$0.00	\$0.00
TERRY WEST	METER DEPOSIT	Work Comp		Work Comp	03/18/11	\$6,282.50	3	\$4,188.33	\$2,094.17	\$0.00	0.00	\$0.00	\$0.00
MORRIS BAXTER	METER DEPOSIT	Work Comp		Work Comp	08/24/10	\$12,330.00	3	\$8,220.00	\$4,110.00	\$0.00	0.00	\$0.00	\$0.00
CHRIS MCALISTER	METER DEPOSIT	DAMAGES		SETTLEMENT	09/14/10	\$1,267.87	3	\$845.25	\$422.62	\$0.00	0.00	\$0.00	\$0.00
CARROLL SHOOK	METER DEPOSIT	DAMAGES		SETTLEMENT	09/27/10	\$1,816.15	3	\$1,210.77	\$605.38	\$0.00	0.00	\$0.00	\$0.00
CHRISTOPHER HOLLANDS	METER DEPOSIT	DAMAGES		SETTLEMENT	10/19/10	\$55,000.00	3	\$36,666.67	\$18,333.33	\$0.00	0.00	\$0.00	\$0.00
DWIGHT JENKINS	METER DEPOSIT	Work Comp		Work Comp	08/15/11	\$22,590.96	3	\$15,060.64	\$7,530.32	\$0.00	0.00	\$0.00	\$0.00
FLOYD CLOPTON	METER DEPOSIT	Work Comp		Work Comp	08/15/11	\$1,228.80	3	\$819.20	\$409.60	\$0.00	0.00	\$0.00	\$0.00
ROBERT PEARCE	METER DEPOSIT	Work Comp		Work Comp	08/15/11	\$1,092.90	3	\$728.60	\$364.30	\$0.00	0.00	\$0.00	\$0.00
VIVIAN SHEETS	METER DEPOSIT	DAMAGES		SETTLEMENT	12/21/11	\$2,852.50	3	\$1,901.67	\$950.83	\$0.00	0.00	\$0.00	\$0.00
JIM ETCHISON	METER DEPOSIT	Work Comp		Work Comp	05/29/11	\$4,441.25	3	\$2,960.83	\$1,480.42	\$0.00	0.00	\$0.00	\$0.00
JOHNNY WILLIAMS	METER DEPOSIT	Work Comp		Work Comp	03/01/12	\$31,122.64	3	\$20,748.43	\$10,374.21	\$0.00	0.00	\$0.00	\$0.00
TONY MILLER	METER DEPOSIT	Work Comp		Work Comp	03/01/12	\$2,352.09	3	\$1,568.06	\$784.03	\$0.00	0.00	\$0.00	\$0.00

PHILLIP FLANARY	METER DEPOSIT Work Comp	Work Comp	03/23/12	\$20,995.00	3	\$13,996.67	\$6,998.33	\$0.00	0.00	\$0.00
DANNY DUPONT	METER DEPOSIT Work Comp	Work Comp	04/24/12	\$5,000.00	3	\$3,333.33	\$1,666.67	\$0.00	0.00	\$0.00
MICHAEL LEWIS	METER DEPOSIT Work Comp	Work Comp	04/27/12	\$8,934.48	3	\$5,956.32	\$2,978.16	\$0.00	0.00	\$0.00
TIMMY WILLIAMS	METER DEPOSIT WORKCOMP	WORKCOMP	7/1/2011	\$15,028.00	3	\$10,018.67	\$5,009.33	\$0.00	0.00	\$0.00
JEREMY PIERCE	METER DEPOSIT WORKCOMP	WORKCOMP	4/17/2012	\$2,254.56	2	\$1,503.04	\$751.52	\$0.00	0.00	\$0.00
MICHAEL CAPPS	METER DEPOSIT WORKCOMP	WORKCOMP	5/18/2012	\$8,215.00	2	\$5,476.67	\$2,738.33	\$0.00	0.00	\$0.00
STEVE BEAUVAIS	METER DEPOSIT WORKCOMP	WORKCOMP	6/29/2012	\$17,950.00	2	\$10,004.11	\$5,983.33	\$1,962.56	1,962.56	\$942.38
FLOYD CLOPTON	METER DEPOSIT WORKCOMP	WORKCOMP	1/13/2012	\$18,604.80	2	\$0.00	\$6,201.60	\$12,403.20	6,201.60	\$976.75
JOHN DALLIS	METER DEPOSIT WORKCOMP	WORKCOMP	6/8/2012	\$19,392.11	2	\$0.00	\$6,464.04	\$12,928.07	6,464.04	\$1,018.09
NATASHA SHADE	METER DEPOSIT S	SETTLEMENT	7/6/2012	\$2,999.62	2	\$0.00	\$999.87	\$1,999.75	999.87	\$157.48
GLOVER AND ASSOC	METER DEPOSIT DAMAGES	SETTLEMENT	10/1/2012	\$6,791.33	2	\$0.00	\$2,263.78	\$4,527.55	2,263.78	\$356.54
GLOVER AND ASSOC	METER DEPOSIT DAMAGES	SETTLEMENT	10/1/2012	\$23,656.00	2	\$0.00	\$7,885.33	\$15,770.67	7,885.33	\$1,241.94
DONNIE BENNETT	METER DEPOSIT DAMAGES	SETTLEMENT	10/12/2012	\$22,206.25	2	\$0.00	\$7,402.08	\$14,804.17	7,402.08	\$1,165.83
HENRY BLEVINE	METER DEPOSIT WC	WC	9/14/2012	\$15,000.00	2	\$0.00	\$5,000.00	\$10,000.00	5,000.00	\$787.50
CLIFF LACRONE	METER DEPOSIT WC	WC	9/14/2012	\$14,000.00	2	\$0.00	\$4,666.67	\$9,333.33	4,666.67	\$735.00
JOHN REEVES	METER DEPOSIT WC	WC	11/21/2012	\$15,048.00	2	\$0.00	\$5,016.00	\$10,032.00	5,016.00	\$790.02
DWIGHT JENKINS	METER DEPOSIT WC	WC	12/14/2012	\$13,642.00	2	\$0.00	\$4,547.33	\$9,094.67	4,547.33	\$716.21
FRED FIELDER	METER DEPOSIT WC	WC	12/14/2012	\$9,237.80	2	\$0.00	\$3,079.27	\$6,158.53	3,079.27	\$484.98
JOHN PEARSON	METER DEPOSIT WC	WC	7/12/2006	\$3,837.12	0	\$0.00	\$0.00	\$3,837.12	1,279.04	\$201.45
GARY CARTWRIGHT	METER DEPOSIT WC	WC	5/18/2011	\$15,098.16	0	\$0.00	\$0.00	\$15,098.16	5,032.72	\$792.65
JAMES LEARD	METER DEPOSIT WC	WC	6/5/2013	\$1,945.16	0	\$0.00	\$0.00	\$1,945.16	648.39	\$102.12
JOHNNY WILLIAMS	METER DEPOSIT WC	WC	11/23/2010	\$14,858.00	0	\$0.00	\$0.00	\$14,858.00	4,952.67	\$780.05
PATRICK DEIGHAN	METER DEPOSIT WC	WC	7/9/2013	\$2,963.52	0	\$0.00	\$0.00	\$2,963.52	987.84	\$155.58
RICK TRULSON	METER DEPOSIT WC	WC	7/12/2011	\$45,159.44	0	\$0.00	\$0.00	\$45,159.44	15,053.15	\$2,370.87
RAYMOND MACKAY	METER DEPOSIT WC	WC	3/22/2009	\$34,688.50	0	\$0.00	\$0.00	\$34,688.50	11,562.83	\$1,821.15
MICHEL LEWIS	METER DEPOSIT WC	WC	9/23/2011	\$17,856.54	0	\$0.00	\$0.00	\$17,856.54	5,952.18	\$937.47
STACY MCGEE	METER DEPOSIT WC	WC	7/19/2013	\$13,540.28	0	\$0.00	\$0.00	\$13,540.28	4,513.43	\$710.86
KEVIN WARLICK	METER DEPOSIT WC	WC	1/14/2013	\$6,388.74	0	\$0.00	\$0.00	\$6,388.74	2,129.58	\$335.41
KENT PARKER	METER DEPOSIT WC	WC	9/20/2013	\$15,587.88	0	\$0.00	\$0.00	\$15,587.88	5,195.96	\$818.36
FLOYD CLOPTON	METER DEPOSIT WC	WC	4/25/2003	\$19,008.00	0	\$0.00	\$0.00	\$19,008.00	6,336.00	\$997.92
ARTHUR LEEKS	METER DEPOSIT WC	WC	12/11/2013	\$9,964.75	0	\$0.00	\$0.00	\$9,964.75	3,321.58	\$523.15
KENNA TERRELL	METER DEPOSIT WC	WC	8/18/2008	\$5,028.48	0	\$0.00	\$0.00	\$5,028.48	1,676.16	\$264.00
BRYAN DYE	METER DEPOSIT WC	WC	2/14/2014	\$4,911.84	0	\$0.00	\$0.00	\$4,911.84	1,637.28	\$257.87
ART SMITH	METER DEPOSIT WC	WC	6/1/2003	\$33,000.00	0	\$0.00	\$0.00	\$33,000.00	11,000.00	\$1,732.50
JOHN DSAVID ALEXANDE	METER DEPOSIT WC	WC	7/15/2013	\$7,301.42	0	\$0.00	\$0.00	\$7,301.42	2,433.81	\$383.32
ROBERT ADAIR	METER DEPOSIT WC	WC	3/7/2012	\$19,912.95	0	\$0.00	\$0.00	\$19,912.95	6,637.65	\$1,045.43
JOSHUA JENKINS	METER DEPOSIT WC	WC	5/3/2013	\$10,952.12	0	\$0.00	\$0.00	\$10,952.12	3,650.71	\$574.99
TERRY WEST	METER DEPOSIT WC	WC	2/26/2014	\$4,785.82	0	\$0.00	\$0.00	\$4,785.82	1,595.27	\$251.26
JASON PADGETT	METER DEPOSIT WC	WC	2/24/2014	\$1,011.36	0	\$0.00	\$0.00	\$1,011.36	337.12	\$53.10
JACOLBE MASTERS	METER DEPOSIT WC	WC	4/3/2014	\$2,243.98	0	\$0.00	\$0.00	\$2,243.98	747.99	\$117.81
JAMES FOLSOM	METER DEPOSIT WC	WC	10/24/2010	\$18,253.54	0	\$0.00	\$0.00	\$18,253.54	6,084.51	\$958.31
BRANDON CURENT	METER DEPOSIT WC	WC	5/13/2014	\$2,271.36	0	\$0.00	\$0.00	\$2,271.36	757.12	\$119.25
HUTSON	METER DEPOSIT SETTLEMENT	SETTLEMENT	2/7/2014	\$1,300.00	0	\$0.00	\$0.00	\$1,300.00	433.33	\$68.25
RUMLEY	METER DEPOSIT SETTLEMENT	SETTLEMENT	8/12/2013	\$1,300.00	0	\$0.00	\$0.00	\$1,300.00	433.33	\$68.25
SANDERFIEL	METER DEPOSIT SETTLEMENT	SETTLEMENT	3/25/2014	\$75,000.00	0	\$0.00	\$0.00	\$75,000.00	25,000.00	\$3,937.50

1

\$0.00

METER DEPOSIT TOTAL \$1,051,275.59 \$333,056.62 \$221,035.51 \$497,183.46 \$184,878.18 \$29,751.59

GRAND TOTAL \$1,118,279.80 \$333,056.62 \$287,345.88 \$497,877.30 \$185,572.02 \$29,860.86

Exhibit SF - 6

CITY OF MUSKOGEE  
STATEMENT OF UNEXPENDED BOND PROCEEDS

Purpose of Bond Issue LIMITED ACCESS "B" 1975

1. Balance ,as of July1,2013 Add:	\$70,519.87
2. Proceeds of Bond Sale	
3. Interest Earned	69.50
4	
5. Total Available	70,589.37
Deduct:	
6. Warrants Paid	0.00
7. Reserve for Warrants Outstanding	
8. Contracts Pending	
9	
10	
11. Total Deductions	0.00
12. Unexpended Bond Proceeds as of June 30, 2014	\$70,589.37

CITY OF MUSKOGEE

COUNTY EXCISE BOARD'S APPROPRIATION OF INCOME AND REVENUES  
2014 - 2015 ESTIMATE OF NEEDS

	<u>Sinking Fund</u>	<u>Tax Increment Financing</u>
1. To Finance Approved Budget in Sum of (From Form SF-1 - Line 25)	<u>\$ 215,432.88</u>	<u>\$ -</u>
Appropriation Other Than 2011 Tax		
2. Excess of Assets Over Liabilities (From SF-1 - Line 17)	<u>33,656.60</u>	26.78
3. Deficit - Liabilities exceed Assets	<u>                    </u>	<u>                    </u>
4. Balance Required to Raise (Line 1 Less 2 & 3)	<u>181,776.28</u>	<u>(26.78)</u>
5. Add 10 % For Delinquent Tax	<u>18,177.63</u>	<u>(2.68)</u>
6. Gross Balance of Requirements Appropriated From 2013 Ad Valorem Tax	<u><u>\$ 199,953.91</u></u>	<u><u>\$ (29.46)</u></u>

?

\*

CITY OF MUSKOGEE  
COUNTY OF MUSKOGEE

We certify that the total assessed valuation of the property subject to ad valorem taxes, excluding Homestead Exemptions approved, in the Municipality as finally equalized and certified by the State Board of Equalization for the current year is as follows:

REAL PROPERTY	265,471,194
PERSONAL PROPERTY	100,596,775
PUBLIC SERVICE PROPERTY	126,150,599
TOTAL	492,218,568

and that the assessed valuations herein certified have been used in computing the rates of mill levies and the proceeds thereof as aforesaid; and that having ascertained as aforesaid, the aggregate amount to be raised by ad valorem taxation, we thereupon made the levies therefore, as provided by law as follows:

GENERAL FUND	0	mills,	TAX INCREMENT	0	mills
SINKING FUND	0.774127531	mills,	TOTAL	0.774128	mills.

We do hereby order the above levies to be certified forthwith by the Secretary of this Board to the County Assessor of said County, in order that the County Assessor may immediately extend said levies upon the Tax Rolls for the year 20\_\_\_\_\_, without regard to any protest that may be filed against any levies, as required by 68 O.S., 1981, Section 2474. We further certify that the said appropriation and mill-rate levies, as aforesaid, are within the limitation provided by law.

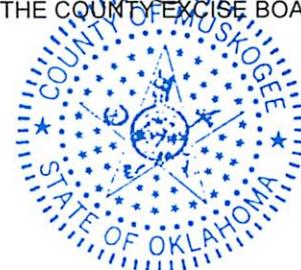
Dated at Muskogee, Oklahoma, this 17<sup>th</sup> day of November, 2014.

Charles L. Smithson  
MEMBER

[Signature]  
CHAIRMAN OF THE COUNTY EXCISE BOARD

[Signature]  
MEMBER

Attest: [Signature]  
SECRETARY TO THE COUNTY EXCISE BOARD



CITY OF MUSKOGEE  
COUNTY OF MUSKOGEE

We certify that the total assessed valuation of the property subject to ad valorem taxes, excluding Homestead Exemptions approved, in the Municipality as finally equalized and certified by the State Board of Equalization for the current year is as follows:

REAL PROPERTY	<u>163,695,627</u>
PERSONAL PROPERTY	<u>80,786,075</u>
PUBLIC SERVICE PROPERTY	<u>14,086,490</u>
TOTAL	<u>258,568,192</u>

and that the assessed valuations herein certified have been used in computing the rates of mill levies and the proceeds thereof as aforesaid; and that having ascertained as aforesaid, the aggregate amount to be raised by ad valorem taxation, we thereupon made the levies therefore, as provided by law as follows:

GENERAL FUND	<u>0</u>	mills,	TAX INCREMENT	<u>0</u>	mills
SINKING FUND	<u>0.77</u>	mills,	TOTAL	<u>0.77</u>	mills.

We do hereby order the above levies to be certified forthwith by the Secretary of this Board to the County Assessor of said County, in order that the County Assessor may immediately extend said levies upon the Tax Rolls for the year 20\_\_\_\_\_, without regard to any protest that may be filed against any levies, as required by 68 O.S., 1981, Section 2474. We further certify that the said appropriation and mill-rate levies, as aforesaid, are within the limitation provided by law.

Dated at Muskogee, Oklahoma, this 19<sup>th</sup> day of November, 2014.

Charles L. Smithson  
Vice Chairman MEMBER

\_\_\_\_\_  
CHAIRMAN OF THE COUNTY EXCISE BOARD

John M. Jeff  
MEMBER

Attest: Deanna Cox  
SECRETARY TO THE COUNTY EXCISE BOARD



# AIM CLOSER

CITY OF MUSKOGEE  
FY '15 BUDGET



*Muskogee*

As Approved by City Council 6/23/14

# CITY OF MUSKOGEE

## ANNUAL BUDGET PROPOSAL FISCAL YEAR 2014-2015

**PRESENTED TO**

Muskogee City Council

Mayor Bob Coburn  
Deputy Mayor David Jones  
Marlon Coleman  
James Gulley  
Dan Hall  
Wayne Johnson  
Lee Ann Langston  
Derrick Reed  
Ivory Vann

**SUBMITTED BY**

Howard W. Brown, Jr.  
City Manager

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# CITY MANAGER BUDGET MESSAGE

Fiscal Year 2015

Honorable Mayor and Members of the City Council:

It is my pleasure and honor to present the City of Muskogee's recommended Operating Budget and Capital Improvement Program for Fiscal Year 2014-2015. Once again, our City will have a balanced budget for the new Fiscal Year as required by law.

## **Budget Approach**

With the Mayor and City Council's leadership, we are positioning ourselves to prepare a strategic plan that will focus our organization at budgeting for outcomes. Earlier this year, the Mayor, City Council and Department Heads began developing a strategic plan to guide our decisions over the next three to five years.

Once adopted by the City, this strategic plan will:

- Guide Organizational Assessment; Achieve new or reorganize current means of funding maintenance, staffing and improvements.
- Promote Economic Development; Spur economic growth to increase job opportunities, property values, and urban vitality.
- Promote clean, safe, and desirable quality of life by redeveloping target areas
- Improve City management, services delivery and communication while improving image and pride

Unlike most parts of the country, in the State of Oklahoma municipalities rely on sales tax as the largest generator of revenue. Retail sales and Use taxes are critical to moving the City programs forward. We must continue our cautious and conservative budget strategy. This includes being cognizant of ongoing expenses or services that could present a burden and limit our flexibility in responding to difficult times ahead.

There are several funds totaling \$60,482,128 that are of critical importance to this budget:

- General Fund - \$32,504,844
- Special Revenue & Capital Projects Funds - \$19,070,858
- Enterprise Funds - \$1,803,050
- Internal Service Funds - \$6,603,376
- Sinking Fund - \$500,000

In addition to these funds, the following trust authority funds are also used:

- Muskogee Municipal Authority (Water and Sewer) Trust - \$11,617,200
- Muskogee Parking Authority Trust - \$155,000

## ***Total Revenues***

Estimating revenue for the upcoming fiscal year is a critical part of the budget process because appropriations are based on revenue projections. Several factors are considered to ensure accuracy in projections, to include the state of the economy, historical trends, population projections/growth, and inflationary factors. With this information, the City can best determine the revenues available for allocation. The City should also utilize long-range financial planning to ensure long-term solvency.

For Fiscal Year 2014-2015, total resources meet total expenditure appropriations, with the general fund yielding a revenue projection of \$30,087,011.

## ***General Fund***

The General Fund is vital to the operation of the City. The fund is comprised of the most flexible revenue the City Council can allocate toward any project or need within the community. The 2014-2015 Budget is consistent with our practice of ensuring that ongoing revenues and available surplus are greater than ongoing expenditures.

## ***General Fund Revenues***

The City's largest fund is the General Fund, representing approximately \$30 million of total revenues, which is relatively flat when compared to Fiscal Year 2013-2014.

## ***Accomplishments***

While the City had numerous accomplishments in FY 2014, the following are the most noteworthy:

- General Fund departmental operating expenditures were \$1,329,960 less than budgeted
- Adopted Urban Renewal Plan and Blight Study
- Successfully Adopted Vacant Building Registration ordinance
- Housing Rehabilitation & Revitalization Program (177 Home repairs total to date 2007)
- New Third Party Administrator – Group Health Plan Savings as much as \$400,000.
- Permanently Created the Central Garage – August 2013
- Received National Recognition – Best 100 Fleets in United States
- Police Leadership Academy - 1st in City's History
- Purchased 31 Police Vehicles
- Telephone System Upgrades – resulted in \$125,000 per year savings
- Mill and Overlay Projects – Citywide (2.5 million dollars COMF)
- Widening of S. York Street from Hancock to Peak Blvd
- Completed Hatbox Study, University of Arkansas Risk Assessment Study

## Challenges

- **Flat Sales Tax.** Over the past few years have had an impact on decisions to create new programs.
- **Balancing FY 2015 Budget.** There are several items that need to be reviewed: 1) Adopting an employee compensation plan (HAY study), 2) Reducing expenses in departments, 3) Centralizing our procurement process and 4) Facilities management assisting to create efficiencies and reduce City operating costs. We have seen recent centralization successes in the Central Garage.
- **Completing Capital Improvement Projects (CIP) Per ODEQ Consent Order.** Currently, the CIP sales tax (.32%) funds pay the Oklahoma Water Resources Board (OWRB) loan which is used to make state-mandated improvements. The CIP sales tax continuation is up for a vote in the June 24, 2014 election. If the voters do not approve to continue the tax, the City will have to provide extraordinary recommendations to the Mayor and City Council in order to pay for the state-mandated water and sewer improvements.
- **Recruitment.** Recruitment for certain positions in the Fleet, Public Works-Sanitation, and Police Departments.
- **External Agency Funding.** The City currently funds approximately \$1.6 million to outside agencies (See Attached). The City will terminate the retail sales contract with the Chamber of Commerce. This amount represents \$60,000: \$40,000 from hotel/motel tax and \$20,000 from General Fund. On May 27, 2014, the City Council increased the War Memorial (Batfish) funding from \$15,000 to \$50,000. The Muskogee Area Arts Council also receives \$10,000 in funding.

	DEPARTMENT	FY 2012	FY 2013	FY 2014	Proposed FY 2015
<input checked="" type="checkbox"/>	Batfish War Memorial	\$15,000	\$15,000	\$15,000	\$50,000
<input checked="" type="checkbox"/>	Chamber of Commerce - Retail Development	\$60,000	\$60,000	\$60,000	<del>\$60,000</del>
<input type="checkbox"/>	Chamber of Commerce - Tourism	\$608,000	\$608,000	\$690,000	\$690,000
<input checked="" type="checkbox"/>	Downtown Muskogee, Inc.	\$30,000	\$30,000	\$30,000	\$30,000
<input type="checkbox"/>	Muskogee Port Authority	\$175,000	\$560,000	\$565,000	\$565,000
<input type="checkbox"/>	Muskogee Transit Authority	\$169,258	\$169,258	\$166,000	\$166,000
<input type="checkbox"/>	Nonprofit Resource Center	\$25,000	\$25,000	\$25,000	\$25,000
<input type="checkbox"/>	Oklahoma Municipal League	\$29,710	\$30,963	\$31,000	\$31,000
<input type="checkbox"/>	Oklahoma Music Hall of Fame	\$15,000	\$15,000	\$15,000	\$15,000
<input type="checkbox"/>	Three Rivers Museum	\$50,000	\$50,000	\$50,000	\$50,000
<input type="checkbox"/>	Muskogee Arts Council	\$5,000	\$5,000	\$5,000	\$10,000
<b>TOTAL</b>		<b>\$1,181,968</b>	<b>\$1,568,221</b>	<b>\$1,652,000</b>	<b>\$1,632,000</b>

**Note: The Proposed FY 2015 Chamber of Commerce – Retail Development has been defunded; the City decided to no longer outsource**

## Personnel Highlights

The City currently has 603 employees: 455 full-time, 25 part-time, and 123 temporary employees within the City. During this fiscal year, the City intends to create a Business and Economic Development Department that

includes an Economic Development Director and several supporting positions totaling about \$220,000 to be paid for out of the Economic Development Fund. The City recognizes that the department is critical for increasing City revenue.

### **Budget Recommendation Highlights**

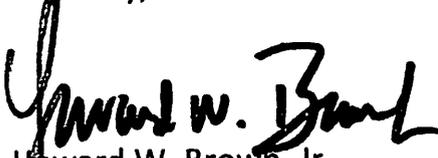
- Recruit an Economic Development Director (\$70,000)
- Set Aside Funding for Business and Economic Development Department (\$150,000) – funded out of Economic Development Fund
- Upgrade Part-time to Full-time Manager in Parks and Recreation Department (\$32,000) – funded out of Park Development Fund
- Adopt the Employee Compensation Plan (Hay Study) for all non-uniform employees subject to budget appropriations (\$437,000).
- Fund a 2% one- time stipend for all eligible non-uniformed employees subject to budget appropriations (\$190,000)
- Fund a 2% one-time stipend for all eligible uniformed employees(\$85,000 for fire, \$90,000 for police)
- Creation of a Youth Development Program (\$7,500)
- Implement an increase in Sanitation rates of \$10.00 per commercial customer and \$2.57 per residential customer per Schedule A effective August 2014 (approx. \$509,000 with approx. \$120,000 going to the Solid Waste Fund).
- Increase in Batfish Funding (from \$15,000 to \$50,000) – funded out of Hotel/Motel Tax
- Suspend transfer of \$300K from General fund to Economic Development Fund. Requires change in City Ordinance No.3887-A
- Fund \$100,000 Chamber of Commerce Way-finding Signage Program – Funded out of Hotel/Motel Tax.

### **Conclusion**

In summary, the proposed budget totals \$60,482,128, which represents a 2.0% increase over the prior year. The budget for the General Fund, the City's primary operating fund, is \$32,504,844 a 1.1 % increase. Overall the outlook is continuing to improve. We've managed through the recession and our revenues are now growing, albeit slowly. I believe this budget underscores a commitment by all city departments to maintain service levels in our core services and implement cost-saving efficiencies wherever possible while preserving the things that make Muskogee great.

I wish to thank the Mayor and City Council for their guidance and support throughout the development of this proposed budget. In addition, I wish to thank the Finance Department staff, the Planning and IT Departments, department directors, and all of the city employees who have contributed to make the FY 2015 budget a reality. I would also like to thank Connors College for their assistance in developing the Budget Cover.

Sincerely,



Howard W. Brown, Jr.  
City Manager

## **HOW TO USE THIS BUDGET PROPOSAL**

This document guide outlines the City of Muskogee FY 2014-2015 Proposed Budget. Copies of the budget are available for viewing at the Muskogee Public Library and the City Manager's office in City Hall. In addition, the budget may be viewed on the City of Muskogee website, [www.cityofmuskogee.com](http://www.cityofmuskogee.com) . Information may be obtained by calling Jean Kingston at 918.682.6602 or emailing [jkingston@muskogeeonline.org](mailto:jkingston@muskogeeonline.org) .

The proposed budget is organized as follows:

**INTRODUCTION** - This section includes the letter of transmittal from the City Manager to the City Council and Trustees, and an overview of the proposed budget. In the transmittal letter, the City Manager highlights the key policy issues and programs in the budget.

**SUMMARY OF ALL FUNDS** - This section provides a review of the revenue and expenditures in the City of Muskogee's budget. Detailed tables provide a break-down of the individual sources and expenditure, while corresponding charts provide an overview of the percentage of funds received and expended in different areas.

**GENERAL FUND BUDGETS** - This section provides an overview of the departments' operating budgets. Within each department is a summary of expenditures by category, for the current year and previous two fiscal years, as well as a calculation of the percent change between the proposed budget and last year's budget.

**AUTHORITY BUDGETS** - These sections include budget information for the Muskogee Municipal Authority and Muskogee Parking Authority

**OTHER FUNDS** - This section includes budget information for specially designated funds within the City of Muskogee budget. Each fund is accompanied by a description of the purpose of the fund and an accounting of expected revenues and expenditures within that fund.

## BUDGET PHILOSOPHY

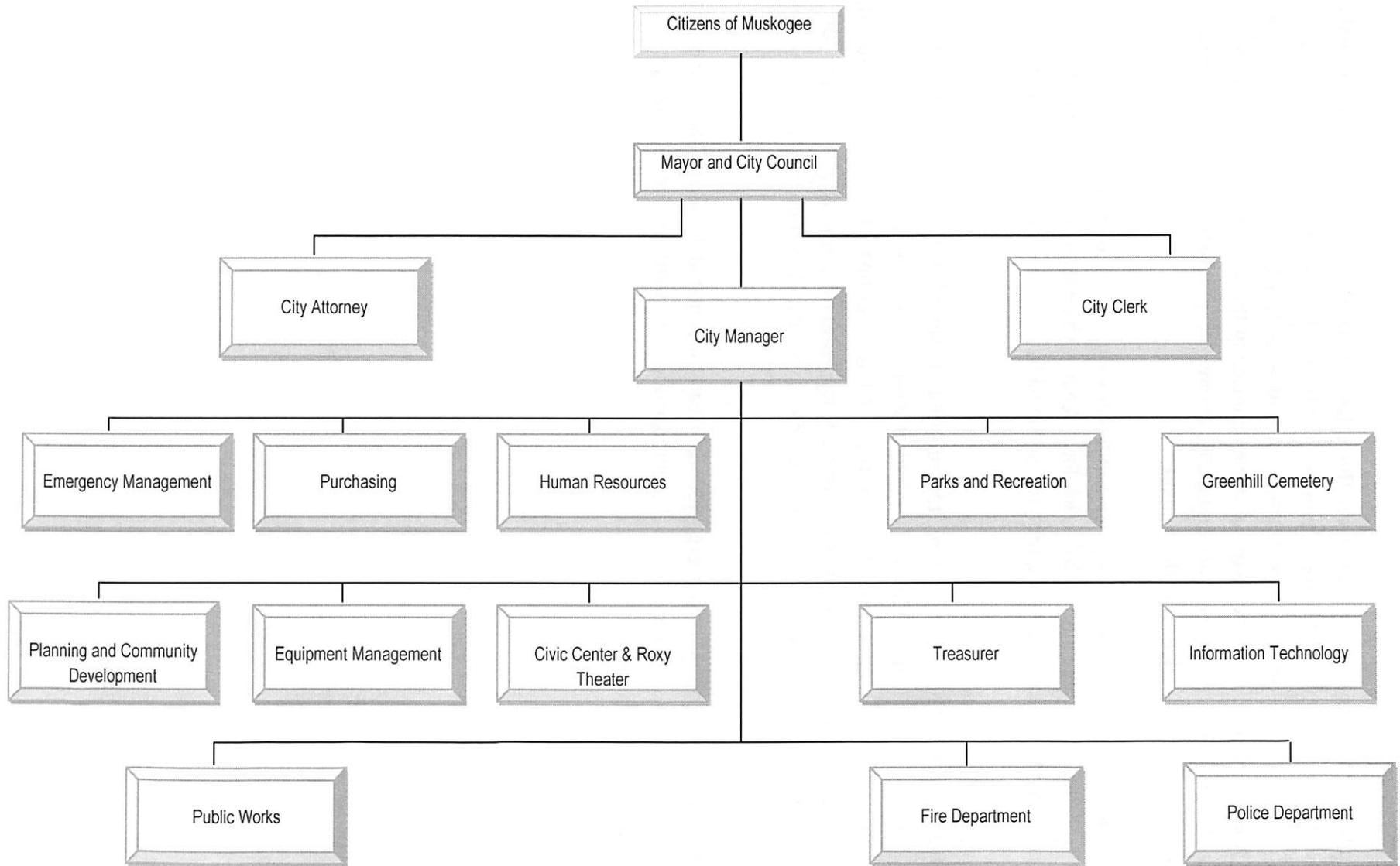
The annual budget process is an opportunity for the citizens of Muskogee to participate in making decisions concerning the services the City of Muskogee provides for them. The budget is the management tool for City administration and defines the annual work program. The budget is also a framework for accomplishing the mission of the City of Muskogee, which is removing the obstacles standing in the way of people celebrating their lives. The City of Muskogee's core values of integrity, accountability, teamwork, quality work, responsiveness, planning, and innovation and progression are reflected in this budget.

A successful annual budget preparation requires communication, citizen outreach, Council direction, and a commitment to excellence. In addition to balancing local needs with available resources, and incorporating the City of Muskogee's shared mission and values, the process should be a cooperative effort of the total community of Muskogee.

Muskogee is proud of its statewide reputation for adopting advanced financial planning strategies, and staff continues to accept the challenge of being economical with limited resources while searching for creative solutions to the delivery of City services. Working toward implementing efficiencies with forethought and providing a work environment conducive to teamwork will empower our city to change for the better. Ultimately, our primary goal is to provide the quality of life expected by the community over the long term at a reasonable cost.

This annual budget is based upon citizen expectations, clearly articulated Council policies and City Manager directives, maintenance of existing program levels, and expansion of quality of life initiatives to promote the growth of Muskogee and its residents.

# CITY OF MUSKOGEE ORGANIZATIONAL STRUCTURE



## PREPARING THE ANNUAL BUDGET PROPOSAL

The City Manager is vested with responsibility for preparation of the annual budget by the Muskogee City Charter. Development of the budget is a collaborative process between the Department Directors and the City Manager. The budget sets goals for the fiscal year and allocates resources to accomplish those goals. Once approved by the governing body, the budget becomes a majority policy document establishing an agreement between the policy makers and the staff.

The budget calendar facilitates the preparation and approval of the budget in a timely manner and serves to assure compliance with the statutory deadlines of the Municipal Budget Act.

### BUDGET TEAM

Howard W. Brown	City Manager
Jean Kingston	Finance Department Director
Angie O'Neal	Executive Assistant, City Manager & Mayor
Gary Garvin	Planning & Community Development Director
Chris Cummings	Information Technology Director

BUDGET CALENDAR		
DATE	DESCRIPTION	LOCATION
February 21, 2014	Mid-Year Fiscal Year 14 Budget Update	City Hall Conference Room, 2 <sup>nd</sup> Floor
March 03, 2014	Submission of Preliminary FY 2014 Departmental Budgets	Electronic Submission
March 7 - 8, 2014	Strategic Planning Retreat	Fairfield Inn
March 17 - 21, 2014	Executive Team Review	City Hall Conference Room, 2 <sup>nd</sup> Floor
April 7 - 11, 2014	One-on-One City Council Meeting	City Hall Conference Room, 2 <sup>nd</sup> Floor
TENTATIVE BUDGETARY ADOPTION PROCESS		
April 08, 2014	Budget Committee Meeting	Council Chambers, 3 <sup>rd</sup> Floor
May 22 - 23, 2014	Budget Committee Meetings	City Hall Conference Room, 2 <sup>nd</sup> Floor
June 09, 2014	Public Hearing	Council Chambers, 3 <sup>rd</sup> Floor
June 17, 2014	Public Hearing (If necessary)	Council Chambers, 3 <sup>rd</sup> Floor
June 23, 2014	Final Fiscal Year 2015 Budget Adoption	Council Chambers, 3 <sup>rd</sup> Floor

## A CLEAR VISION

As an organization and as individuals, we hold inherent certain values and principles. These values are set out as an acknowledgement that there exist core beliefs, developed by our life experiences, that give depth and richness to our *lives and work*. They can, and do, actively benefit us in developing purposeful and satisfying lives as we serve the public. Such values are recognized as critical to the everyday success of our organization. These values are not applied just when convenient, but instilled throughout our organizational process and our daily lives, so that they are naturally applied to every decision made by any individual or group within the organization.

### INTEGRITY

We believe that truthfulness, openness, honesty, ethical conduct, and consistency in all actions are basic to the way we treat each other and our customers and that fair treatment to all is an organizational imperative.

### ACCOUNTABILITY

We pledge, as stewards of the public's resources, to be constantly aware of our responsibility to the public and to our work team for all we do.

### TEAMWORK

We commit to a unity of purpose and harmony of action, which is a daily commitment to help create an environment of mutual respect where each individual's contributions are valued.

### QUALITY WORK

We recognize that excellence is the standard for all members of our team. We will ensure through training and professional development that each person is afforded the resources and opportunities necessary to accomplish tasks and refine work processes to that standard.

### RESPONSIVENESS

We listen to all customers and respond to their concerns and requests in an efficient and timely manner.

### PLANNING

We embrace a comprehensive approach to assessing the long-term effects of all decisions.

### INNOVATIVE AND PROGRESSIVE

We foster a dynamic environment that inspires a willingness to change and encourages individuals to take risks in the development of new and different alternatives to create better processes and solutions.

## ENVISIONING SUCCESS

The City of Muskogee envisions an organization which:

**IS INTERDEPENDENT**, one which empowers and frees individuals to take risks and where every person's work is challenging;

**HAS A SENSE OF COMMON PURPOSE** as to why it exists, and defines how each individual contributes to its success;

**REMOVES BARRIERS TO CREATIVITY** and encourages the development and use of individual skills and talents, then uses those skills and talents creatively;

**CREATES AN ENVIRONMENT** in which all individuals are responsible for the performance of the group; **EMBRACES CHANGE** as an opportunity for organizational growth and improvement;

**FOCUSES ON RESULTS** and shared responsibilities;

**RESPONDS TO NEEDS** by rapidly identifying and acting on the opportunities to serve the customer; and

**ENCOURAGES AND INSPIRES THE INDIVIDUAL** to participate in process improvement and the continuous development of more effective ways to serve.

We have a vision of an organization that values the individual and recognizes that by working together we will better serve the greater cause that is public service. In this vision, we clearly see that public service is about removing the obstacles standing in the way of people celebrating their lives.

Quality seeks excellence for the organization as a whole. We recognize that efficiencies can be realized through teamwork. Process improvements and solutions are centered around creative analysis. And always, in every instance, the path to quality lies in listening to and satisfying customers.

# ALL FUNDS

*The past 5 years have proven that Muskogee's sound fiscal policy and priorities have endured the economic instability experienced at a national level. Although sales tax remains flat, Muskogee leaders are aggressively pursuing retail and industrial growth in order to continue to provide and improve necessary infrastructure and City services.*



# BUDGET SUMMARY

Fiscal Year 2014 - 2015

	PROJECTED BALANCE July 1, 2014	FY14-15 PROJECTED REVENUES	FY14-15 PROPOSED EXPENDITURES	FY14-15 PROPOSED NET TRANSFERS	PROJECTED BALANCE June 30, 2015
<b>GENERAL FUND</b>	\$6,496,385.00	\$30,087,011.00	\$32,504,844.00	-\$4,003,884.00	\$4,078,552.00
<b>ENTERPRISE FUNDS</b>					
River Country Water Park Love/Hatbox Sports Complex	\$11,108.00 \$43,971.00	\$544,000.00 \$89,529.00	\$537,100.00 \$133,500.00	\$0.00 \$0.00	\$18,008.00 \$0.00
Swim and Fitness	\$170,564.00	\$549,200.00	\$615,450.00	\$0.00	\$104,314.00
Roxy Theater	-\$223.81	\$32,000.00	\$30,000.00	\$10,000.00	\$1,776.19
Civic Center	\$100,261.00	\$475,000.00	\$487,000.00	\$300,000.00	\$88,261.00
<b>Special Revenue &amp; Capital Projects Funds</b>					
Community Clean Up	\$28,868.00	\$15,000.00	\$30,000.00	\$0.00	\$13,868.00
Street and Alley	\$201,196.99	\$516,000.00	\$518,000.00	\$0.00	\$199,196.99
Solid Waste	\$122,053.00	\$368,600.00	\$368,000.00	\$0.00	\$122,653.00
Storm Water	\$1,129,252.00	\$1,003,310.00	\$892,505.00	\$0.00	\$1,240,057.00
Sales Tax Capital Outlay	\$375,279.00	\$1,185,118.00	\$1,484,140.00	\$0.00	\$76,257.00
Fire Dept 10% Cap Outlay	\$172,331.00	\$146,500.00	\$124,982.00	\$0.00	\$193,849.00
Police Dept. 10% Cap Outlay	\$42,955.00	\$158,100.00	\$157,500.00	\$0.00	\$43,555.00
Non Uniform 10% Cap Outlay	\$217,940.00	\$146,100.00	\$221,904.00	\$0.00	\$142,136.00
Emergency 911	\$18,083.00	\$568,884.00	\$568,884.00	\$568,884.00	\$18,083.00
CDBG Small Cities	\$356,214.00	\$95,000.00	\$300,000.00	\$0.00	\$151,214.00
Home Grants	\$314.00	\$25,000.00	\$25,000.00	\$25,000.00	\$314.00
Community Development	\$0.00	\$300,000.00	\$300,000.00	\$0.00	\$0.00
Park Development	\$122,725.00	\$876,085.00	\$961,000.00	\$0.00	\$37,810.00
C. C. Hultquist Library	\$135,150.00	\$300.00	\$300.00	\$0.00	\$135,150.00
Repair and Replacement	\$48,978.00	\$41,100.00	\$41,100.00	\$0.00	\$48,978.00
Capital Imp 3/4 Cent	\$33,737.00	\$20.00	\$33,757.00	\$0.00	\$0.00
Economic Development	\$311,493.00	\$900,020.00	\$1,085,000.00	\$900,000.00	\$126,513.00
2009 Sales Tax Cap Imp	\$52,681.00	\$439,410.00	\$425,951.00	\$0.00	\$66,140.00
2009 Sewer Rehab ST Street	\$1,041,513.00	\$4,790,000.00	\$5,680,000.00	\$0.00	\$151,513.00
Maintenance/Installation	\$802,652.00	\$1,464,651.00	\$1,490,000.00	\$0.00	\$777,303.00
Emp Benefits-Non Uniformed	\$96,050.00	\$1,178,031.00	\$1,115,000.00	\$0.00	\$159,081.00
Employee Benefits-Police	\$101,518.00	\$1,178,031.00	\$1,115,000.00	\$0.00	\$164,549.00
Employee Benefits-Fire	\$558,456.00	\$1,178,031.00	\$1,070,000.00	\$0.00	\$666,487.00

Civic Ctr Ren Sales Tax 2004	\$57,072.00	\$0.00	\$57,000.00	\$0.00	\$72.00
Cemetery Perpetual Care	\$169,770.00	\$12,100.00	\$0.00	\$0.00	\$181,870.00
75 Limited Access B Sales Tax	\$70,541.00	\$100.00	\$0.00	\$0.00	\$70,641.00

Davis Field Airport	\$126,402.00	\$223,100.00	\$200,835.00	\$0.00	\$148,667.00
Hotel/Motel Tax	\$118,066.00	\$820,100.00	\$805,000.00	\$0.00	\$133,166.00

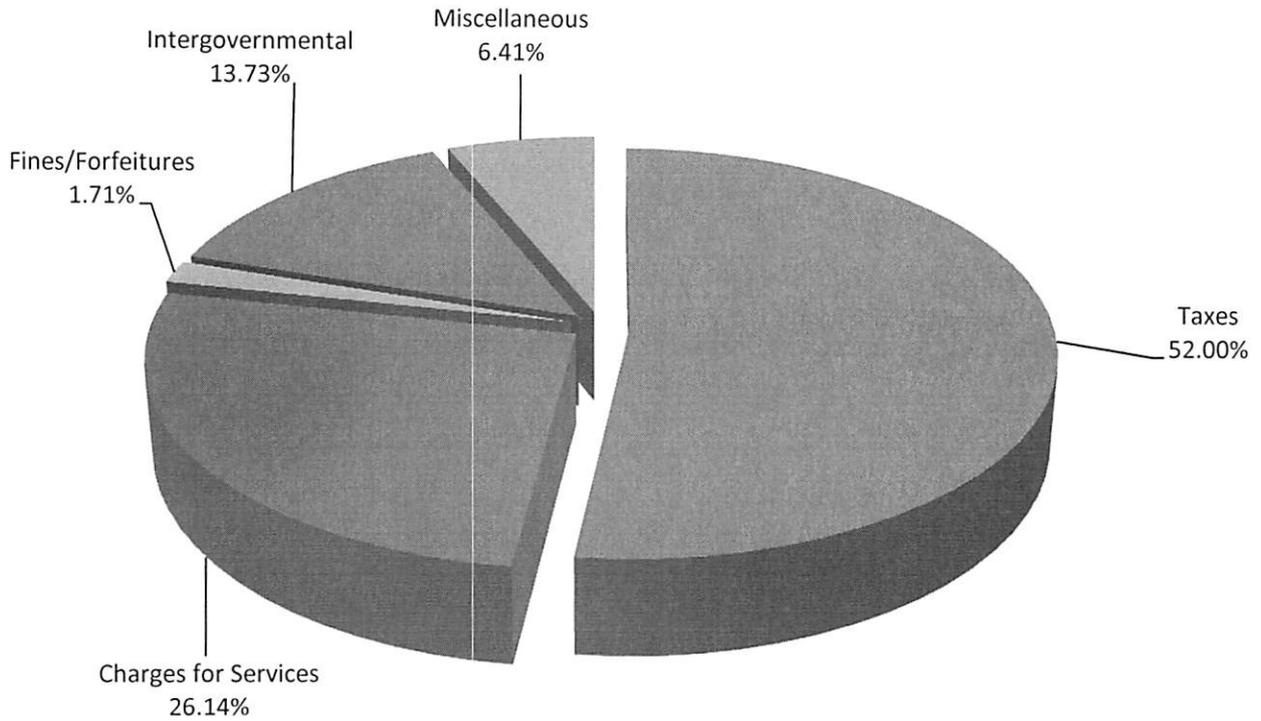
**Internal Service Funds**

Insurance Trust	-\$424.54	\$7,000.00	\$5,000.00	\$0.00	\$1,575.46
Sales Tax Emp Ben Health Ins	\$194,308.00	\$440,000.00	\$410,000.00	\$0.00	\$224,308.00
Life and Medical Insurance	\$678,162.00	\$4,810,000.00	\$3,900,000.00	\$0.00	\$1,588,162.00
Workers Comp Self-Insured	\$9.49	\$375,000.00	\$375,000.00	\$0.00	\$9.49
Central Garage	\$203.00	\$1,914,000.00	\$1,913,376.00	\$2,200,000.00	\$827.00

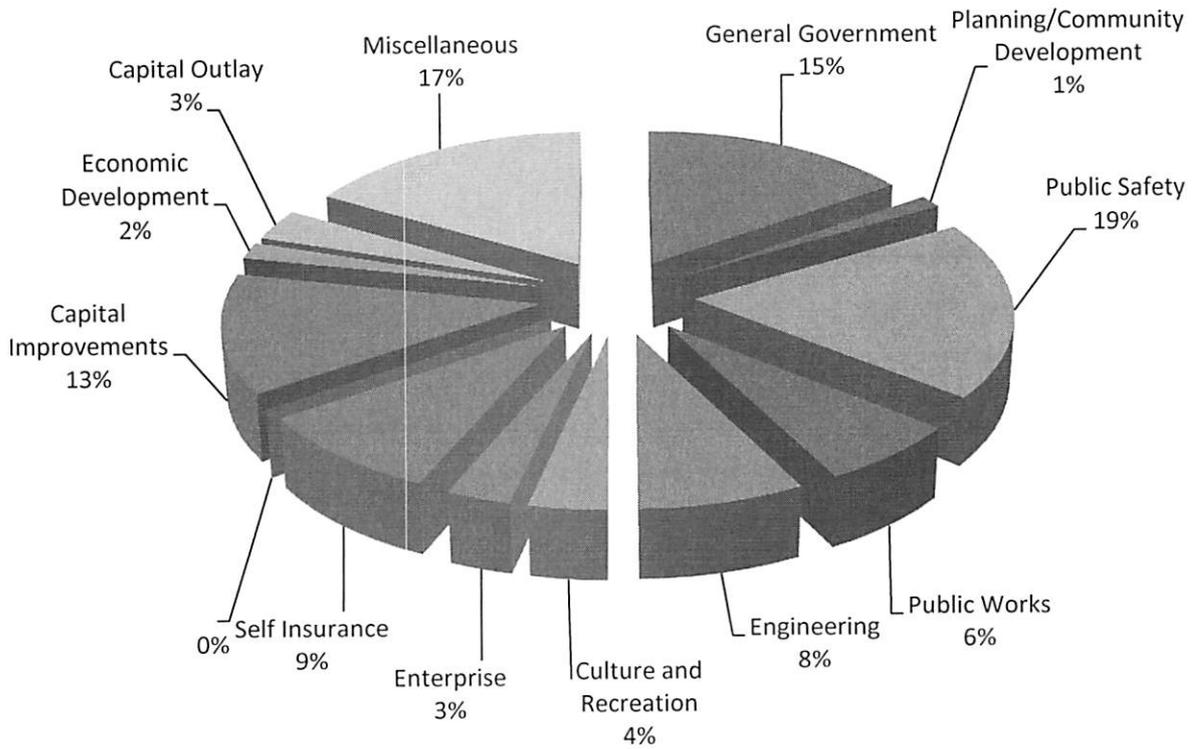
<b>Sinking Fund</b>	<b>\$0.00</b>	<b>\$500,000.00</b>	<b>\$500,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
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<b>TOTAL - ALL CITY FUNDS</b>	<b>\$14,205,613.13</b>	<b>\$57,451,431.00</b>	<b>\$60,482,128.00</b>	<b>\$0.00</b>	<b>\$11,174,916.13</b>
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# REVENUES BY SOURCES



# EXPENDITURES BY FUNCTION



# GENERAL FUND

*During FY 2013-2014, the City of Muskogee maintained its position of economic stability. With responsible management of capital needs by a staff dedicated to character and absolute high regard for all citizens, Muskogee is provides a desirable environment for growth in residential, commercial, and quality jobs opportunities.*



# GENERAL FUND SUMMARY

Fiscal Year 2014 – 2015

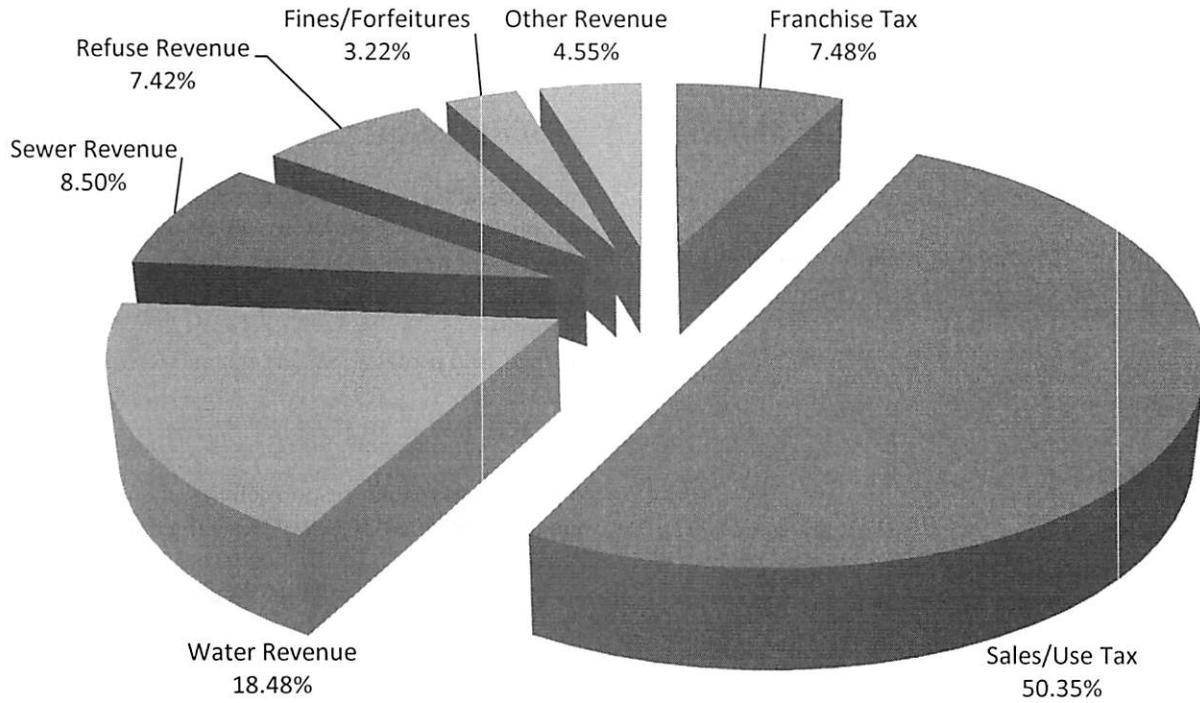
<b>REVENUE</b>	<b>FY2013 ACTUAL</b>	<b>FY2014 BUDGET</b>	<b>FY2014 EST ACTUAL</b>	<b>FY2015 PROPOSED</b>
Sales Tax	\$13,249,647.74	\$13,263,000.00	\$13,191,197.00	\$13,473,108.97
Cigarette/Tobacco Tax	\$303,336.64	\$330,000.00	\$274,860.00	\$275,000.00
Use Tax	\$1,390,207.51	\$1,350,000.00	\$1,486,534.00	\$1,400,000.00
Franchise Tax	\$2,249,119.58	\$2,250,000.00	\$2,250,000.00	\$2,250,000.00
Alcohol Beverage Tax	\$145,487.78	\$140,000.00	\$148,000.00	\$148,000.00
Bldg. Struct. Permits	\$123,788.28	\$125,000.00	\$125,000.00	\$125,000.00
Business Licenses/Permits	\$123,587.50	\$125,000.00	\$125,000.00	\$125,000.00
State/Federal Grants	\$23,897.09	\$3,822.00	\$17,673.00	\$25,000.00
Foundation Grants	\$50,775.00	\$66,953.00	\$66,953.00	\$76,878.00
Water Revenue	\$5,325,260.67	\$5,827,500.00	\$5,360,210.62	\$5,560,000.00
Sewer Service Fees	\$2,437,071.67	\$2,688,000.00	\$2,471,725.63	\$2,557,000.00
Refuse Coll & Disp	\$1,699,448.49	\$2,057,727.00	\$1,831,065.18	\$2,232,000.00
Penalties	\$299,368.34	\$312,000.00	\$312,000.00	\$312,000.00
Reconnect Fees	\$216,660.65	\$173,000.00	\$173,000.00	\$173,000.00
Fines & Forfeitures	\$912,476.72	\$970,000.00	\$970,000.00	\$970,000.00
Youth Program	\$0.00	\$0.00	\$0.00	\$0.00
Sherriff's Fees	\$26,144.84	\$17,000.00	\$17,000.00	\$26,000.00
Interest Earned	\$44,787.76	\$50,000.00	\$40,000.00	\$40,000.00
Rents & Concessions	\$1,000.00	\$1,025.00	\$1,025.00	\$1,025.00
Sanitary Landfill	\$197,928.30	\$185,000.00	\$185,000.00	\$195,000.00
Parking Meters & Fines	\$3,215.00	\$3,000.00	\$3,000.00	\$3,000.00
Cemetery Receipts	\$74,972.84	\$85,000.00	\$85,000.00	\$85,000.00
Honeywell settlement	\$0.00	\$0.00	\$300,000.00	\$0.00
Sale of Surplus/Misc. Income	\$77,664.14	\$15,000.00	\$15,000.00	\$35,000.00
<b>Total Revenues</b>	<b>\$28,975,846.54</b>	<b>\$30,038,027.00</b>	<b>\$29,449,243.43</b>	<b>\$30,087,011.97</b>
Other Sources	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$28,975,846.54</b>	<b>\$30,038,027.00</b>	<b>\$29,449,243.43</b>	<b>\$30,087,011.97</b>

## EXPENDITURES

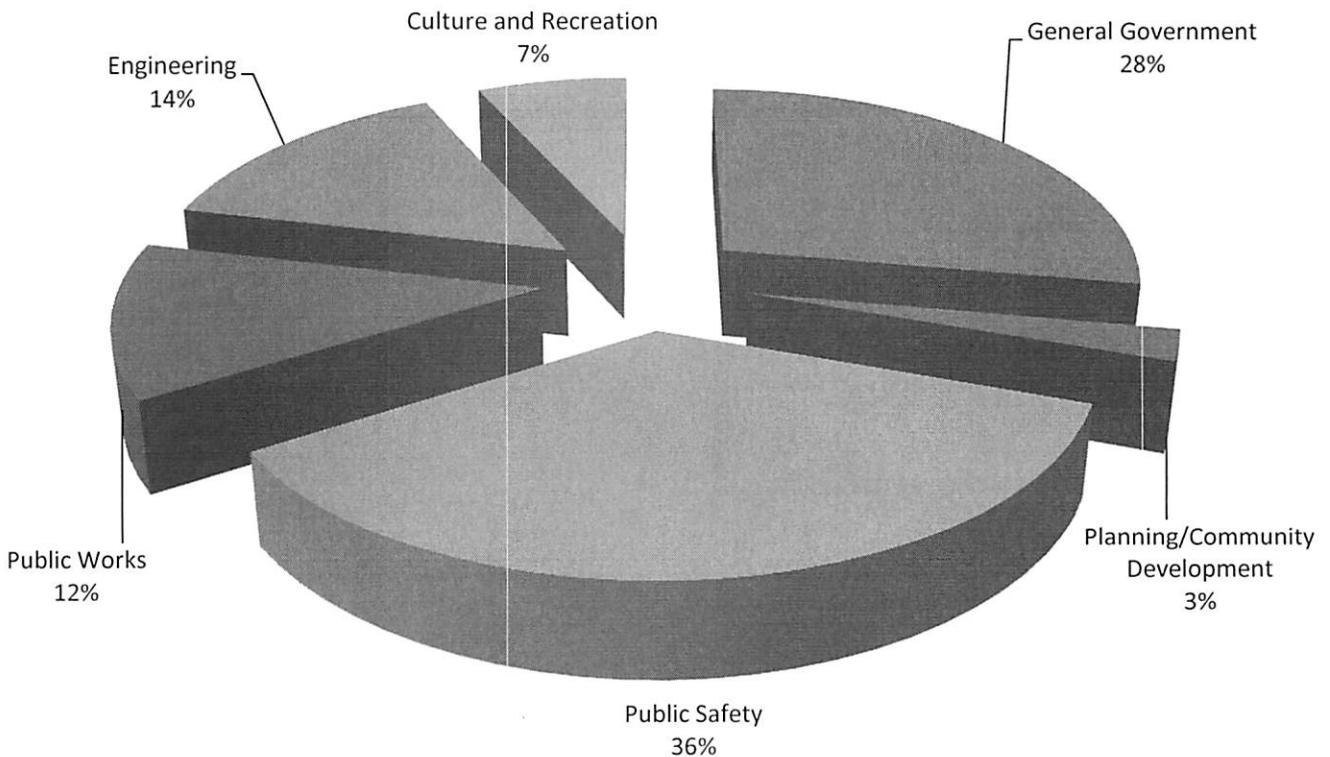
<b>General Government</b>				
General Government	\$4,724,613.00	\$4,368,360.00	\$5,095,325.00	\$6,248,455.00
City Clerk	\$388,465.00	\$444,980.00	\$429,830.00	\$440,835.00
City Attorney	\$272,871.00	\$295,799.00	\$202,073.00	\$295,416.00
City Manager	\$206,816.00	\$310,311.00	\$379,792.00	\$211,439.00
Procurement/General Services	\$277,964.00	\$304,760.00	\$287,677.00	\$288,112.00
Personnel & Safety	\$295,483.00	\$425,596.00	\$370,240.00	\$424,479.00
Finance	\$152,728.00	\$173,031.00	\$185,436.00	\$182,265.00
Revenue	\$632,985.00	\$696,447.00	\$669,775.00	\$694,900.00
Information Technology	\$405,784.00	\$629,018.00	\$578,337.00	\$603,006.00
<b>Total General Government</b>	<b>\$7,357,709.00</b>	<b>\$7,648,302.00</b>	<b>\$8,198,485.00</b>	<b>\$9,388,907.00</b>
<b>Planning/Community Development</b>	<b>\$772,430.00</b>	<b>\$829,868.00</b>	<b>\$759,355.00</b>	<b>\$811,703.00</b>

<b>Public Safety</b>				
Police Services	\$5,827,089.00	\$6,528,977.00	\$5,638,001.00	\$5,963,042.00
Animal Shelter	\$223,956.00	\$258,204.00	\$219,834.00	\$230,993.00
Fire Services	\$5,464,874.00	\$5,412,835.00	\$5,422,421.00	\$5,386,297.00
Emergency Management	\$82,020.00	\$84,946.00	\$89,344.00	\$92,844.00
<b>Total Public Safety</b>	<b>\$11,597,939.00</b>	<b>\$12,284,962.00</b>	<b>\$11,369,600.00</b>	<b>\$11,673,176.00</b>
<b>Public Works</b>				
Administration	\$500,787.00	\$414,686.00	\$410,772.00	\$400,156.00
Environmental Control	\$504,001.00	\$573,990.00	\$472,443.00	\$502,645.00
Streets	\$1,271,407.00	\$1,476,886.00	\$1,390,827.00	\$1,382,519.00
Traffic Engineering	\$235,690.00	\$255,324.00	\$205,688.00	\$239,467.00
Solid Waste Management	\$1,309,546.00	\$1,474,977.00	\$1,289,137.00	\$1,382,127.00
<b>Total Public Works</b>	<b>\$3,821,431.00</b>	<b>\$4,195,863.00</b>	<b>\$3,768,867.00</b>	<b>\$3,906,914.00</b>
<b>Engineering</b>				
Administration	\$65,988.00	\$92,032.00	\$117,775.00	\$121,053.00
Water Supply	\$1,919,811.00	\$2,064,948.00	\$1,950,712.00	\$1,910,192.00
Water Distribution	\$979,802.00	\$1,081,396.00	\$884,796.00	\$939,016.00
Pollution Management	\$61,900.00	\$64,794.00	\$80,853.00	\$100,464.00
Waste Treatment	\$922,556.00	\$1,184,140.00	\$954,287.00	\$1,018,903.00
Pollution Collection	\$386,708.00	\$516,295.00	\$418,549.00	\$435,560.00
<b>Total Engineering</b>	<b>\$4,336,765.00</b>	<b>\$5,003,605.00</b>	<b>\$4,406,972.00</b>	<b>\$4,525,188.00</b>
<b>Culture and Recreation</b>				
Recreation	\$705,144.00	\$758,850.00	\$719,045.00	\$709,828.00
Parks and Grounds	\$1,178,416.00	\$1,246,359.00	\$1,180,312.00	\$1,164,921.00
Library	\$81,325.00	\$82,406.00	\$85,348.00	\$82,406.00
Cemetery	\$235,042.00	\$268,158.00	\$250,264.00	\$241,801.00
<b>Total Culture and Recreation</b>	<b>\$2,199,927.00</b>	<b>\$2,355,773.00</b>	<b>\$2,234,969.00</b>	<b>\$2,198,956.00</b>
<b>Total Department Expenditures</b>	<b>\$30,086,201.00</b>	<b>\$32,318,373.00</b>	<b>\$30,738,248.00</b>	<b>\$32,504,844.00</b>
Change in Fund Balance	-\$1,110,354.46	-\$2,280,346.00	-\$1,289,004.57	-\$2,417,832.03
Projected Beginning Fund Balance	\$8,895,745.00	\$7,507,054.00	\$7,785,390.54	\$6,496,385.97
Projected Ending Fund Balance	\$7,785,390.54	\$5,226,708.00	\$6,496,385.97	\$4,078,553.94

# General Fund Revenues



# General Fund Expenditures



# GENERAL GOVERNMENT

## PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 budget provided opportunities to:

- Created centralized equipment maintenance (Fleet) department to manage vehicles and motorized assets.

## DESCRIPTION

The General Government budget allows for the expenditures of funds utilized in the day-to-day operations of City government not directly attributable to any single department. Examples of such expenditures include, but are not limited to, City Hall utilities, elections, copying expense, postage, and professional and technical services.

## BUDGET HIGHLIGHTS

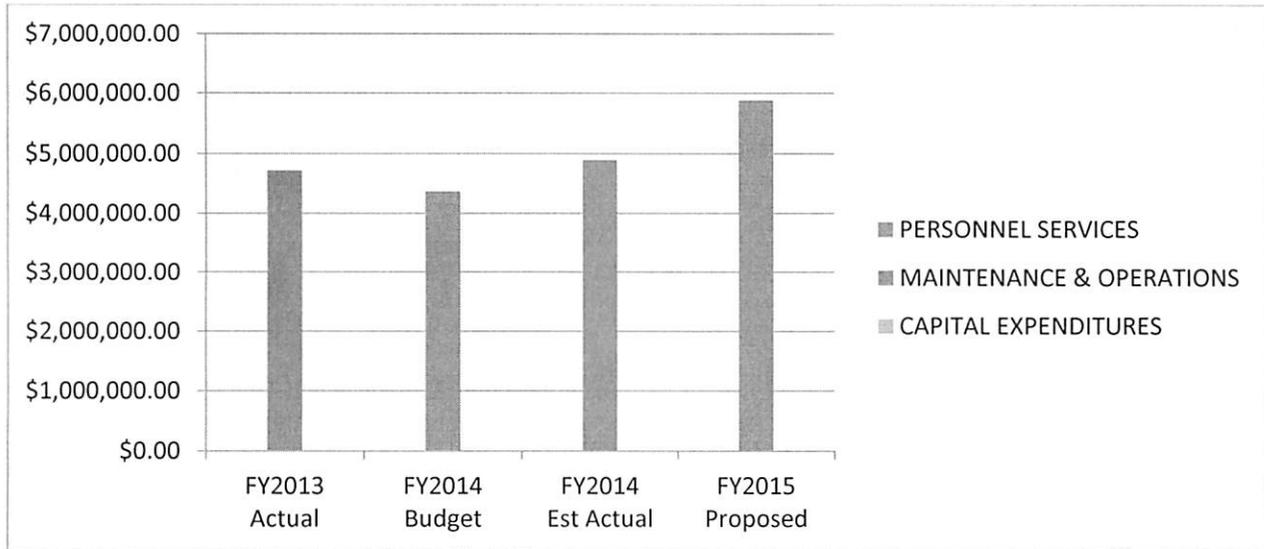
In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

- Prepare a 3-5 year strategic plan.

*The General Government budget allows for the expenditures of funds utilized in the day-to-day operations of City government not directly attributable to any single department.*

### EXPENDITURE BY CATEGORY

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$0.00	\$0.00	\$0.00	\$804,634.62	0.00%
MAINTENANCE & OPERATIONS	\$4,724,613.83	\$4,368,360.52	\$4,895,325.53	\$5,443,821.00	24.62%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



### AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
No Positions Funded				

# CITY CLERK & COURT

## General Government

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 budget provided opportunities to:

- Continued improvements to policy and procedure manuals.
- Processed more than 10,000 citations and arrests averaging a total of \$80,000 per month in cash receipts.
- Improved technology and communications.

### DESCRIPTION

The City Clerk is appointed by the Mayor and City Council and is the official custodian of City records and oversees the operation of the Municipal Court, Revenue Department, and Animal Control. The City Clerk is responsible to keep a record of all City Council proceedings, signs and attests ordinances, resolutions, or other acts of Council. The Department also issues City Business licenses, permits, and records cemetery deeds.

The Municipal Court of Muskogee is dedicated to providing adjudication of municipal ordinance violations and a fair administration of justice. This is done with a high level of respect, efficiency and commitment to the public. The Municipal Court is responsible for imposing and collecting costs, fines and other penalties due the City of Muskogee.

### BUDGET HIGHLIGHTS

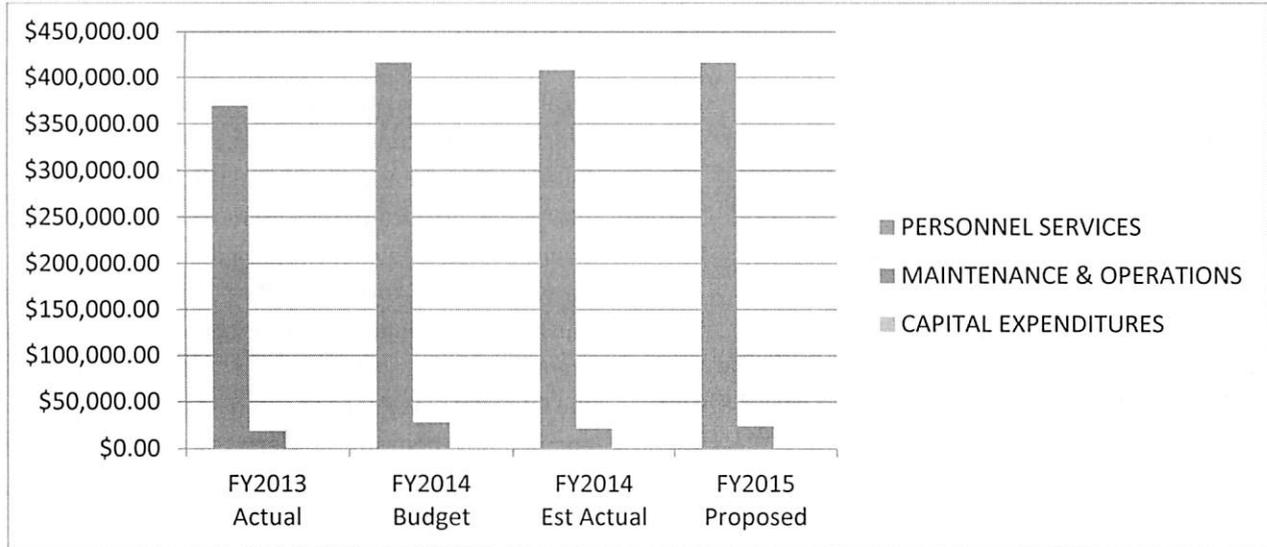
In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

- Continue to improve, maintain, and organize public records and provide a productive work environment.
- Increase public awareness to open records and court procedures.
- Implement procedures that focus on restoration of original documents since incorporation.

*The Court Division processed more than 10,000 citations and arrests in FY 13-14 – averaging a total of \$80,000/month in cash receipts.*

### EXPENDITURE BY CATEGORY

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$369,338.10	\$416,699.80	\$408,240.59	\$416,699.80	0.00%
MAINTENANCE & OPERATIONS	\$19,127.59	\$28,281.00	\$21,590.00	\$24,136.00	-14.66%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



### AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
City Clerk/Support Services Dir.	1	1	1	1
Municipal Court Clerk	1	1	1	1
City Clerk Office Administrator I	2	2	2	2
Court Clerk Administrator I	1	1	1	1
Court Clerk Office Assistant II	3	3	3	3
Municipal Judge	1	1	1	1
Part-Time Judge	3	3	3	3

# CITY ATTORNEY

## General Government

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 budget provided an opportunity for the department to:

- Apply for and receive funding from the City of Muskogee Foundation to operate an adult and juvenile community service program, providing opportunities for individuals to work off fines through community improvements that they otherwise would not have had the ability to pay.
- Continue to operate the sale of surplus property program designed to transfer ownership of City-owned property obtained from the county tax sale to individuals in the community, and thus having the result of placing those parcels back onto the tax rolls.
- Continue to have up-to-date and timely access to legal research materials and continuing legal education for staff.

### DESCRIPTION

The City Attorney's office provides comprehensive legal services to the City, its public trusts, and boards and commissions of the City. Responsibilities include providing legal advice on day-to-day internal matters, preparing ordinances and contract drafting, processing and investigating claims under the Oklahoma Governmental Tort Claims Act, prosecuting violations of City Code in Municipal Court, as well as, overseeing all litigation in which the City is a party. The City's Attorney's office administers the Juvenile and Adult Community Service Program provided through grant from the City of Muskogee Foundation. In all matters, the City's Attorney's Office asserts its professionalism to act competently, honestly, efficiently, and ethically in all legal matters and interactions governing the City of Muskogee, Oklahoma.

### BUDGET HIGHLIGHTS

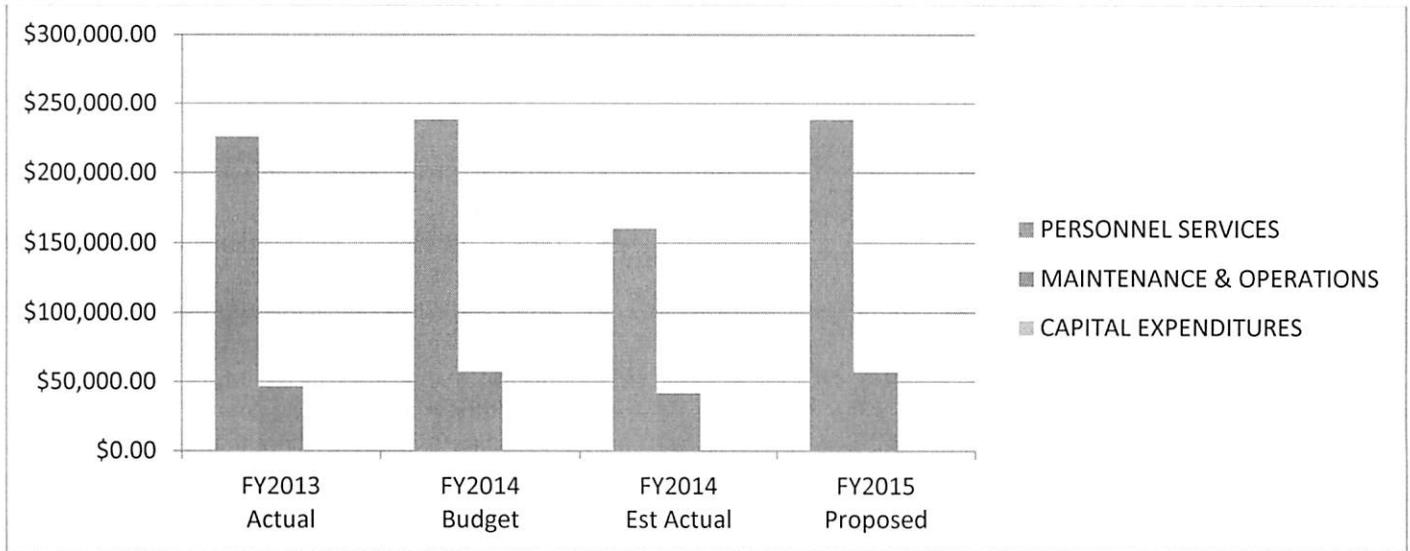
In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

- Provide continuing legal education for all attorneys and paralegals in its employ.
- Continue to fund legal research tools necessary for efficiency
- Hire outside counsel on matters requiring specialization.
- Provide funding necessary for professional membership and development

*Received grant to create and administer a community service program targeting juvenile and adult offenders allowing an alternate method of satisfying court judgments.*

### EXPENDITURE BY CATEGORY

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$226,138.00	\$238,479.60	\$160,233.00	\$238,479.60	0.00%
MAINTENANCE & OPERATIONS	\$46,733.43	\$57,320.00	\$41,840.00	\$56,937.00	-0.67%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



### AUTHORIZED PERSONNEL

Position Title	2012	2013	2014	2015
City Attorney	1	1	1	1
Deputy City Attorney	1	1	1	1
Assistant City Attorney	1/2	1/2	1/2	1/2
Legal Assistant	1	1	1	1

# CITY MANAGER

## General Government

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 budget provided opportunities to:

- Hired City Manager Howard W. Brown, Jr.

### DESCRIPTION

Howard W. Brown, Jr. was sworn in as Muskogee's 27th full-time City Manager on January 27, 2014. As City Manager and the City's Chief Administrative officer, Mr. Brown directly reports to the Mayor and City Council regarding the administration of all affairs directed by the City charter. His duties are as follows:

- Responsible for all city employees under his authority
- Directs and supervises the administration of all City departments
- Attends all City Council meetings and shall have the right to take part in discussion, but shall not vote
- Ensures that all laws, provisions of this Charter and acts of the Mayor and City Council (under his or his subordinates' authority) are faithfully executed
- Prepares and submits an annual budget and capital program for City Council approval
- Submits a complete financial and administrative activities report to the City Council at the end of each fiscal year
- Submits other reports, as required, to the City Council concerning the City department operations, offices and agencies under his direction and authority
- Ensures the City Council is abreast of the City's financial condition and future needs
- Makes recommendations, when needed, to the City Council concerning City affairs
- Performs other duties as specified in this Charter or required by the City Council

*The mission of the City Manager's Office is to provide effective leadership in the support of the policies identified by the Mayor and City Council.*

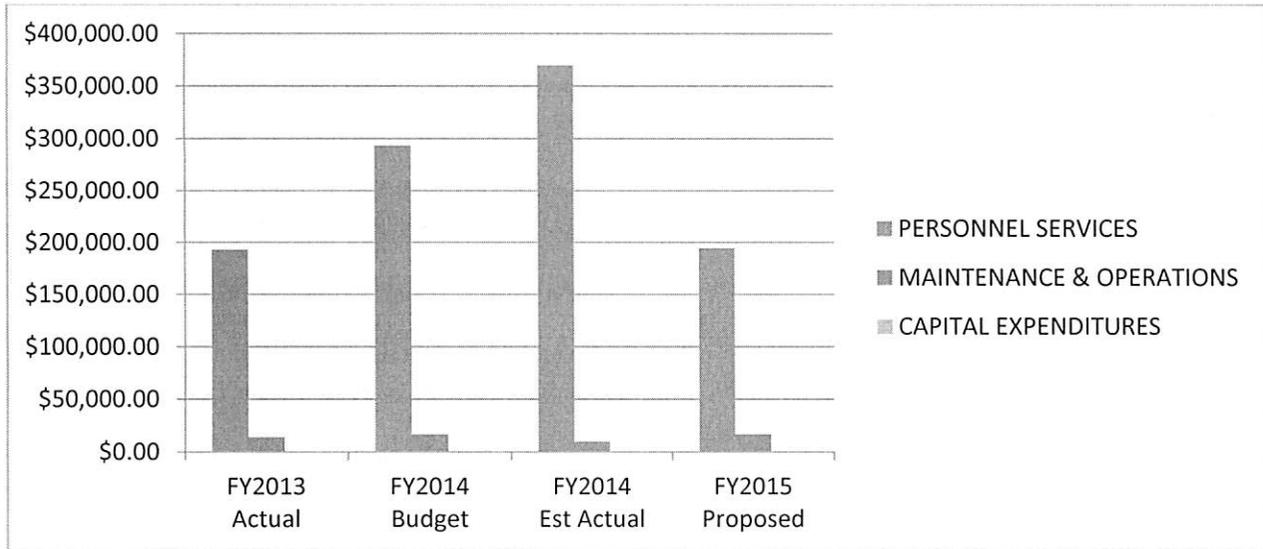
### BUDGET HIGHLIGHTS

In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

- Serve as Executive Director for the Urban Renewal Authority.

### EXPENDITURE BY CATEGORY

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$193,055.80	\$293,601.46	\$369,889.00	\$194,729.00	-33.68%
MAINTENANCE & OPERATIONS	\$13,760.29	\$16,710.00	\$9,903.00	\$16,710.00	0.00%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



### AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
CITY MANAGER	1	1	1	1
CITY MANAGER OFFICE ADMIN I	1	1	1	1

# PURCHASING / GENERAL SERVICES

## General Government

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 provided opportunities to:

- Maintain and service City Hall and Police Department maintenance and custodial services.
- Maintenance of HVAC systems.
- Repairs and remodeling of city facilities.
- Pickup and delivery of supplies.

### DESCRIPTION

The Purchasing Department is dedicated to providing excellent, responsive, and courteous services for city divisions and the community by implementing the policies of state laws, local ordinances, and administrative procedures, thereby assuring the legality of the purchasing process. We buy competitively and wisely to obtain maximum value for the communities dollars spent.

### BUDGET HIGHLIGHTS

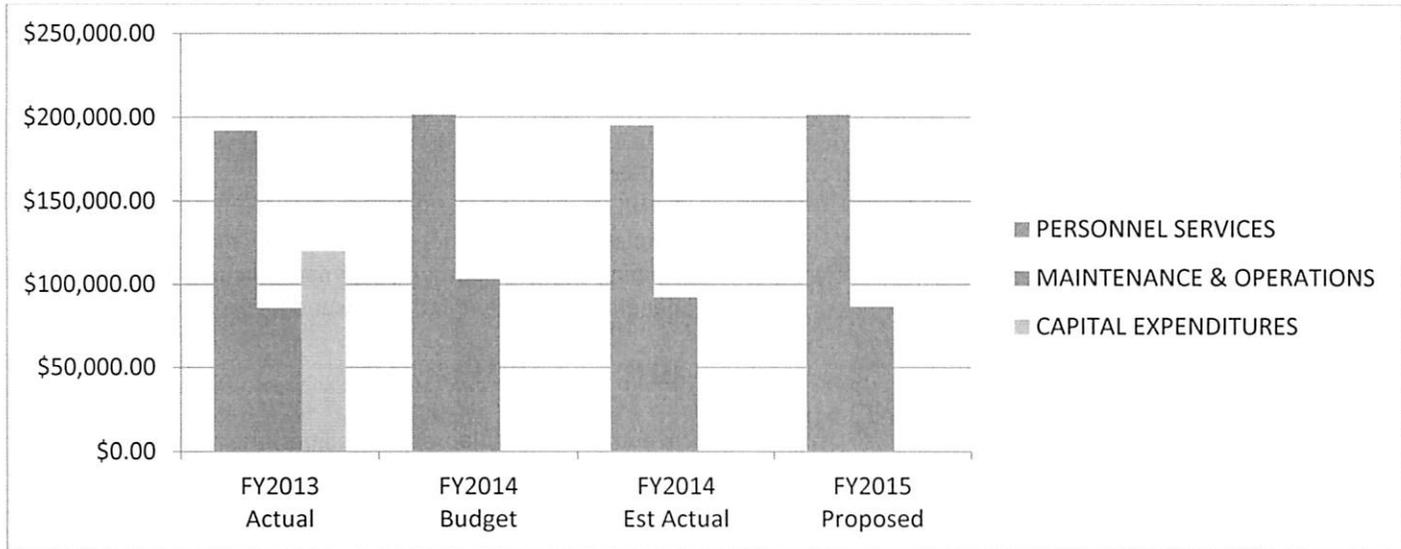
In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

- Perform facility updates, repairs and maintenance.
- Perform grounds maintenance.

*The Purchasing Department promotes competition, impartiality, conservation of funds, and fair and open operations that ensures accountability, while seeking to realize the maximum value of every dollar.*

### EXPENDITURE BY CATEGORY

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$192,206.18	\$201,545.20	\$195,349.00	\$201,545.20	0.00%
MAINTENANCE & OPERATIONS	\$85,758.35	\$103,215.00	\$92,328.00	\$86,567.00	-16.13%
CAPITAL EXPENDITURES	\$120,000.00	\$0.00	\$0.00	\$0.00	0.00%



### AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
PURCHASING MANAGER	1	1	1	1
PURCHASING CLERK II	1	1	1	1
BUILDING MAINT TECHNICIAN	1	1	1	1
CUSTODIAN	2	2	2	2

# HUMAN RESOURCES / SAFETY

## General Government

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 provided opportunities to:

- Obtained broker services and new medical/dental network for savings to both employee and the City
- Provided training opportunities to employees to better their computer skills
- Distributed employee service pins and held two City-wide employee appreciation events

### DESCRIPTION

The Human Resources Department is responsible for coordinating the personnel administration and labor relations activities throughout the City of Muskogee. The Human Resources Departments ensures all Merit System Rules, Civil Service Rules, and all Federal, State, and local laws and regulations are met. Work includes the establishment and maintenance of effective standards, policies and procedures for all personnel programs including recruitment, selection, employee/labor relations, classification and compensation, training and development, affirmative action, insurance benefits, retirement and safety and loss control.

### BUDGET HIGHLIGHTS

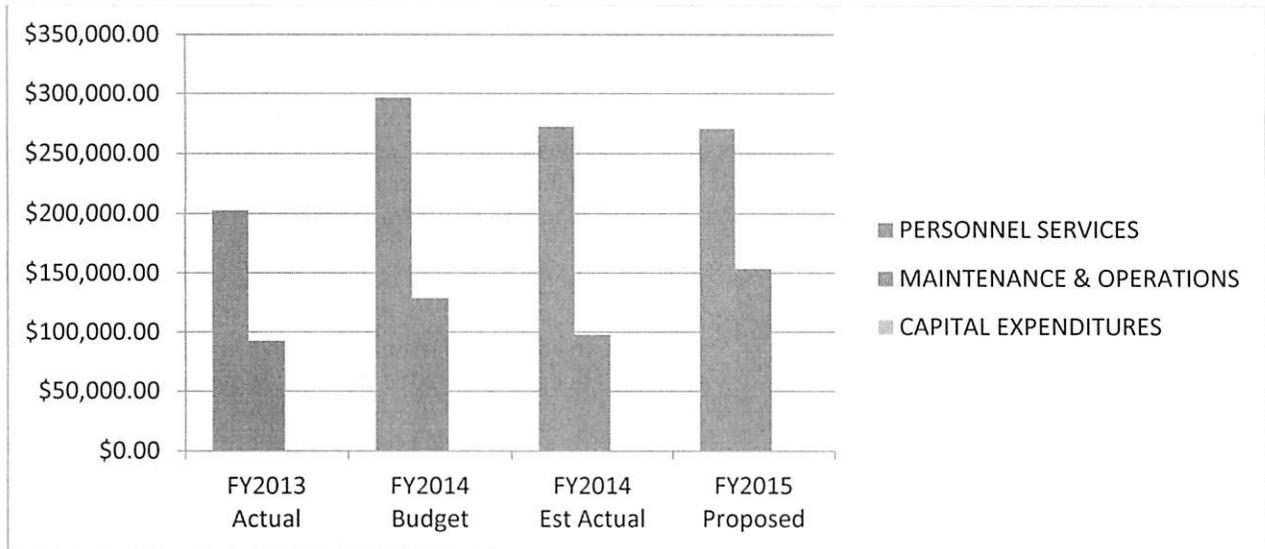
In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

- Acknowledge employees for their years of service and dedication to the organization
- Submit requests for and obtain City-wide time management system
- Obtain appropriate safety and preventative gear for employees
- Provide training and educational assistance to employees who want to advance themselves within the organization.

*In support of the City of Muskogee's principles, values, vision, and mission, it our mission of the Human Resources Department to support the total operation of the city in meeting our goals through our most valuable resource – our PEOPLE.*

### EXPENDITURE BY CATEGORY

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$202,736.53	\$296,686.20	\$272,245.00	\$270,784.00	-8.73%
MAINTENANCE & OPERATIONS	\$92,746.89	\$128,910.00	\$97,995.00	\$153,695.00	19.23%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



### AUTHORIZED PERSONNEL

Position Title	2012	2013	2014	2015
HR Director	1	1	1	1
HR Specialist	0	0	1	1
Safety Manager	0	0	1	1
Payroll & Benefits Coordinator	1	1	1	1
HR Office Assistant I	1	1	1	1
Labor Relations Consultant (Contracted)	0	0	1	1
Assistant HR Director	1	1	0	0

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 budget provided opportunities to:

- Coordinate the annual audit of the City financial statements
- Provide timely, accurate, and transparent reporting of financial information
- Provide accounting services; debt service payments, compliance and new issuances; and financial management services

### DESCRIPTION

The Finance Department manages the fiduciary responsibilities of the City by providing control and recording the City's financial activity, thus ensuring transparency through accurate and reliable information available for public review, and compliance with state and local laws and regulations. Responsibilities of the department include the review and monitoring of financial activity, payroll, recording of investment activity, coordination of the annual audit, and reporting by various government agencies.

### BUDGET HIGHLIGHTS

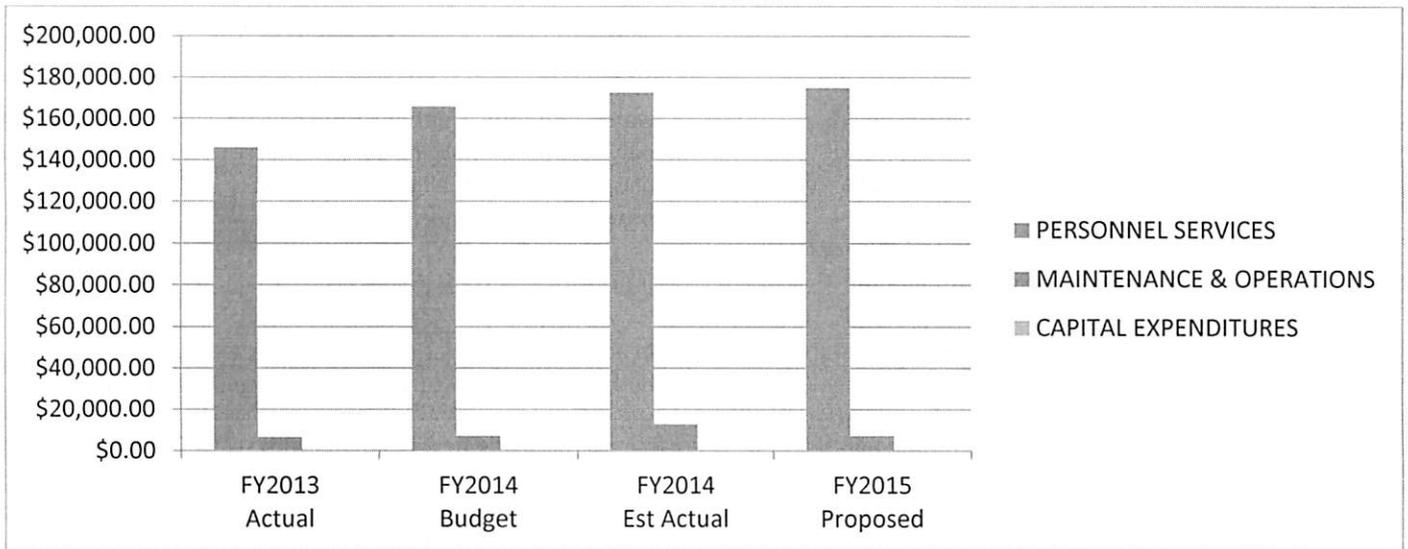
In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

- Provide coordination of the City's annual financial audit.
- Recommend retaining services of a financial advisor for investment guidance to maximize potential investment earnings.
- Implement purchasing card program to take advantage of the state rebate program

*Managed and responsibly administered Muskogee's revenues and expenditures resulting in a transparent and efficient fiscal policy and complete compliance with state law as substantiated by an independent auditor's opinion.*

### EXPENDITURE BY CATEGORY

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$146,105.19	\$165,694.56	\$172,508.00	\$174,928.08	5.57%
MAINTENANCE & OPERATIONS	\$6,623.73	\$7,337.00	\$12,928.00	\$7,337.00	0.00%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



### AUTHORIZED PERSONNEL

Position Title	2012	2013	2014	2015
City Treasurer	1	1	1	1
Accounting Clerk II	1	1	1	1
Accounting Clerk I	1	1	1	1

# CITY CLERK / REVENUE

## General Government

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 provided an opportunity for the department to:

- Purchased new receipt printers at the City's payment center which greatly enhanced the department's ability to service both internal and external customers
- Purchased one new service vehicle to ensure continued delivery of services.
- Provided meter technician renewal training for D-Waterworks Operation licensing through the Department of Environmental Quality
- Continued improvement to policy and procedure manuals
- Performed over 28,398 documented work orders for service, connections, disconnections and minor repairs.
- Provided efficient, cost-effective management and operation of the Revenue Division

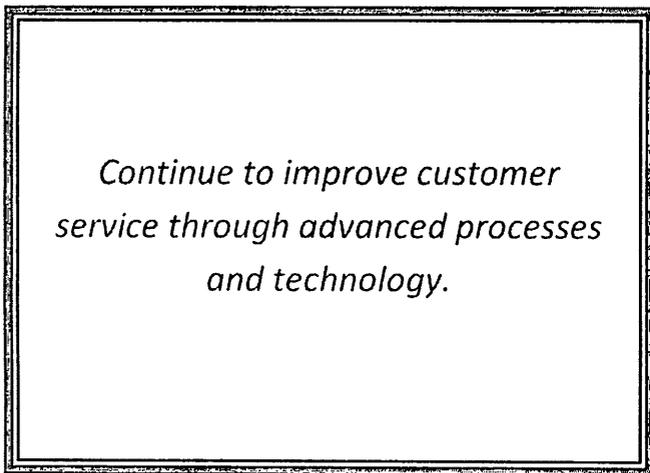
### DESCRIPTION

The Utility Billing Department handles responsibilities related to the billing of City services focusing on prompt, professional response to the needs of residential and commercial customers. Responsibilities of the department include managing the City's billing for water, wastewater, storm water, and refuse. Other responsibilities include establishing new accounts, finalizing customer accounts, processing of all bills, processing of all payments, customer inquiries and providing information to new and existing customers.

### BUDGET HIGHLIGHTS

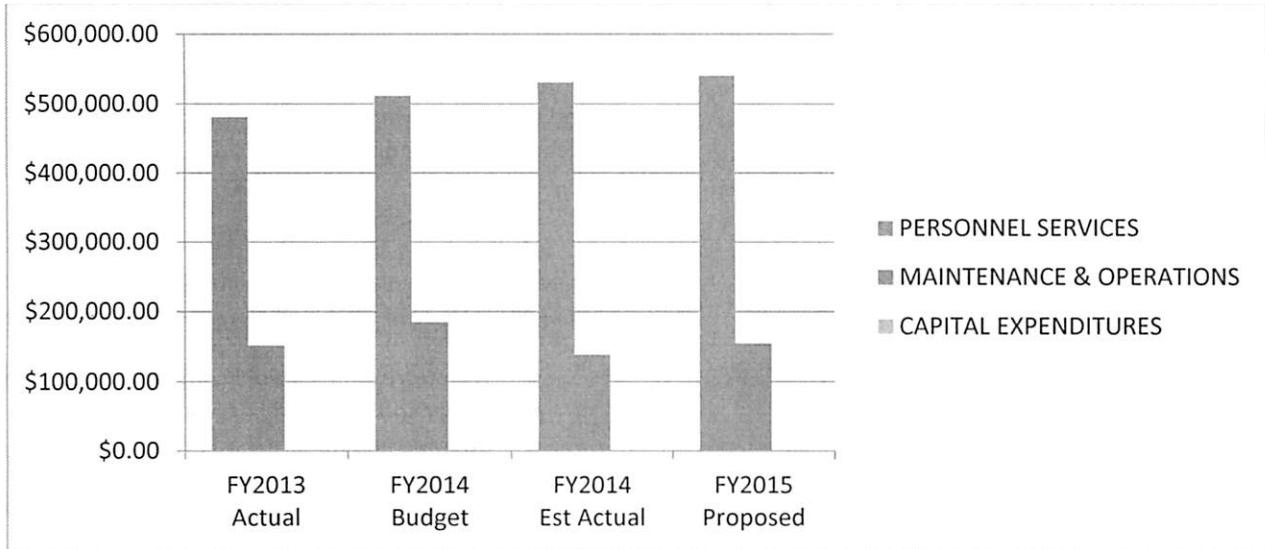
In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

- Provide new residents with "New Customer Packets" informing them of City services, City events, contact phone numbers, voter registration, city maps and general community information.
- Provide customers a free online service "Leak Notification Program" to proactively alert customers to potential water leaks.



### EXPENDITURE BY CATEGORY

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$481,129.96	\$511,392.46	\$530,850.00	\$540,446.00	5.68%
MAINTENANCE & OPERATIONS	\$151,855.33	\$185,055.00	\$138,925.00	\$154,545.00	-16.49%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



### AUTHORIZED PERSONNEL

Position Title	2012	2013	2014	2015
UTILITY REVENUE MANAGER	1	1	1	1
UTILITY FIELD TECHNICIAN II	1	1	1	1
UTILITY CLERK II	1	1	1	1
UTILITY BILLING COORDINATOR	1	1	1	1
UTILITY FIELD TECHNICIAN I	3	3	3	3
UTILITY CLERK I	2	3	3	3
CASHIER	2	2	2	2
UTILITY CLERK RECEPTIONIST	1	1	1	1

# INFORMATION TECHNOLOGY

## General Government

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 budget provided opportunities to:

- Implemented VOIP telephone system city-wide to improve telephone services for both City personnel and citizens calling City departments for an estimated annual savings of over \$120,000 over the previous phone system.
- Replaced aging switches and other network hardware
- Replaced main business hardware and provided hardware to address business continuity
- Began process to modernize our City website to make it friendlier and easier for people to find information and for the City to disseminate vital information in a timely manner.
- Updated City broadcast server to provide citizens access to live as well as previously-recorded meetings and public service videos. Included a streaming component which will allow citizens not on the cable system to view the same programming on their computers and mobile devices.
- Project to install video security systems at three sites and ready to expand to others.

### DESCRIPTION

The Information Technology Department provides expertise for the implementation, functions, essential to the efficient execution of services. The IT Department is responsible for providing leadership and vision for new technology in support of the business goals of the organization. Security, reliability, and transparency are significant considerations for all technology related decisions.

### BUDGET HIGHLIGHTS

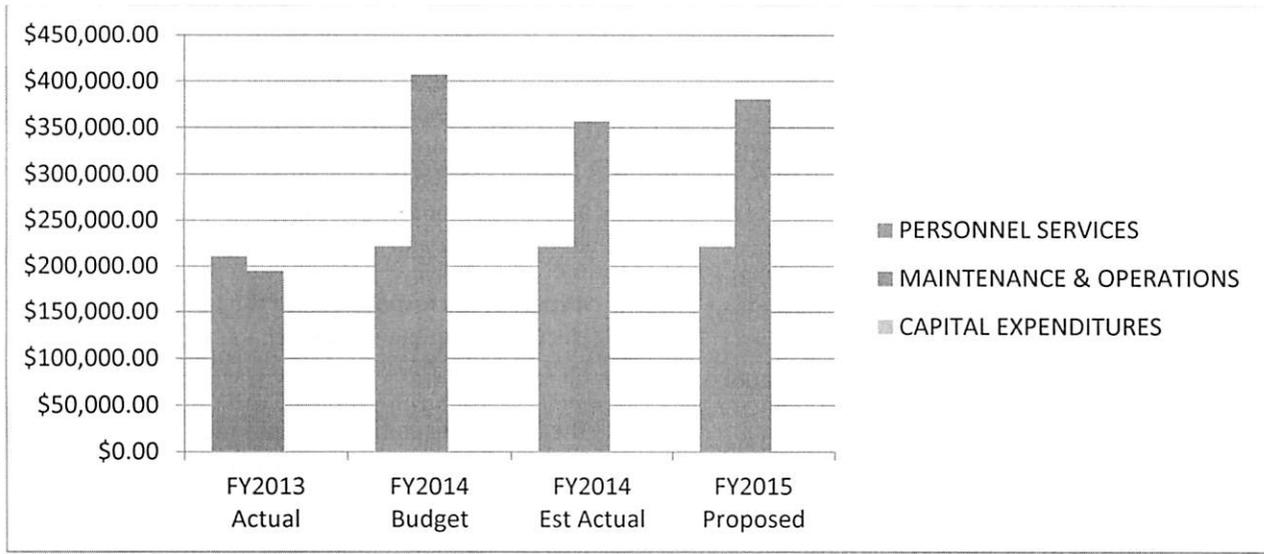
In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

- Tech refresh of very old computers and printers.
- Server software and hardware upgrades.
- Upgrade and update infrastructure as needed.
- Update security appliances.
- Refresh aging copiers.
- Add the ability for citizens to monitor water usage and receive alerts of abnormal usage that may indicate leaks.

*In FY 2013-2014, the IT Department implemented an IP telephone system City-Wide saving over \$120,000 annually in telephone costs. Our goal is to save the City time and money while enhancing productivity through up-to-date technology.*

### EXPENDITURE BY CATEGORY

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$210,753.87	\$221,978.74	\$221,672.00	\$221,948.74	-0.01%
MAINTENANCE & OPERATIONS	\$195,030.23	\$407,040.00	\$356,665.00	\$381,058.00	-6.38%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



### AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
INFORMATION TECHNOLOGY DIRECTOR	1	1	1	1
NETWORK ADMINISTRATOR	1	1	1	1
SYSTEM ADMINISTRATOR	1	1	1	1
DATA INTEGRITY SPECIALIST	1	1	1	1

# PLANNING AND COMMUNITY DEVELOPMENT

## Planning, Code Enforcement and Inspections

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 provided an opportunity for the department to:

- “Vacant Building Registration” Ordinance 3923-A was adopted to Chapter 18, Building and Building Regulations. This identifies and registers vacant commercial buildings; to determine the responsibilities of owners of vacant buildings and structures; and to speed the rehabilitation of the vacant building.
- Completed the review of the Zoning Regulations Update from the consultants Houseal Lavigne. The recommendations will be taken before City Council for final approval in FY 2014.
- Thirteen owner occupied homes received exterior renovation at an average cost of \$15,740 per structure, under the Neighborhood Rehabilitation Program funded by the City of Muskogee Foundation.
- Added a new step to the derelict structure notification process and thus increased owners taking responsibility for demolition and/or rehabilitation of their structures.
- Worked with the Urban Renewal Authority on the preparation of the Urban Renewal Plan and will continue working on the Urban Renewal Project, when funded.
- Received listing of four properties in the National Register of Historic Properties with the National Park Service using our Certified Local Government Grant Funds.
- Continued to upgrade the Pictometry® program that blends high quality patented aerial oblique imagery with information for use in identifying properties for use in code enforcement, police surveillance and general mapping.

### DESCRIPTION

The City of Muskogee Planning and Community Development Department is responsible for developing, revising and administering the zoning and subdivision regulations for new development and new construction within the limits of the City of Muskogee. The Planning Department also prepares and administers community development grant applications. The Code Enforcement Division enforces all city ordinances in reference to derelict structures, dilapidated property, and accumulation of weeds, grass and trash, care of premises, off-street parking and zoning violations.

Inspections is responsible for the issuance of all building, electrical, plumbing and mechanical permits and inspections for code compliance throughout the building process.

The Zoning Regulations are intended to promote the public health, safety, peace, morals, comfort, convenience, prosperity, order and general welfare of the citizens of the city, to lessen danger and congestion of public transportations and travel, to secure safety from fire and other dangers, to avoid undue concentration and overcrowding of land, to provide for public requirements and prevent undue encroachment thereon and to aid in securing the intent of the comprehensive plan. The Planning and Community Development Department is responsible to the Planning Commission, Board of Adjustment, Subdivision Review Committee, Flood Plain Administration, Public Nuisance and Appeals Board, and Historic Preservation Commission as well as providing assistance to the Urban Renewal Authority.

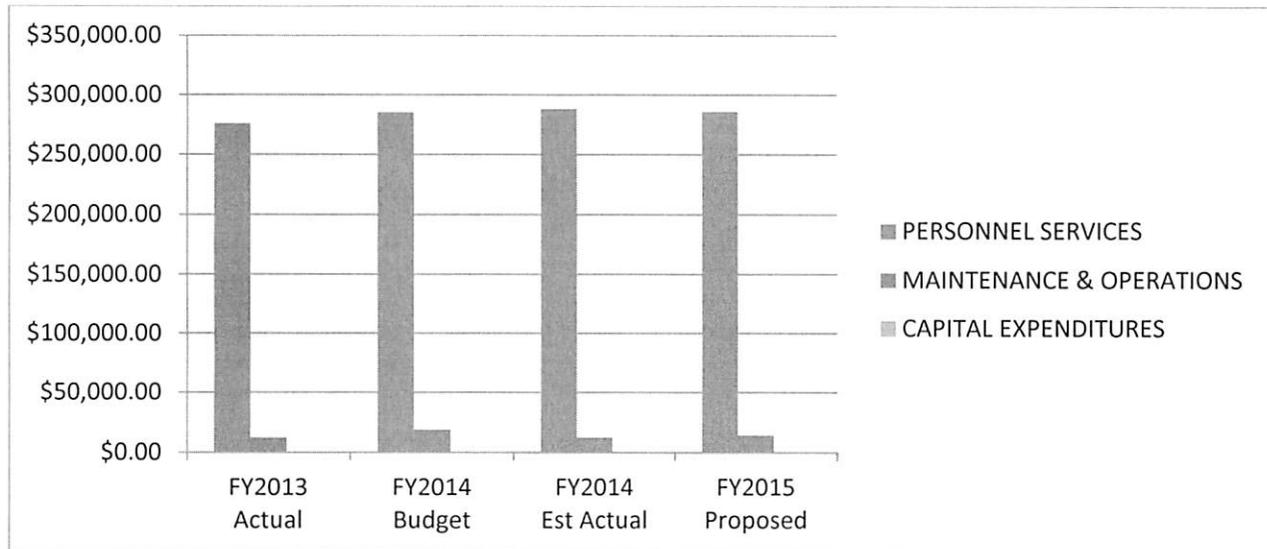
### BUDGET HIGHLIGHTS

In conjunction with the Planning and Community Development Department’s normal functions the FY 2014-2015 budget will enable the following:

- Funding to provide uniforms for Code Enforcement Officers to match other city employee officers.
- Funding allowing for training for the Code Enforcement Officers and Building Code Officials to maintain their Oklahoma Code Certifications.

**EXPENDITURE BY CATEGORY  
PLANNING AND COMMUNITY DEVELOPMENT**

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$275,899.39	\$285,348.60	\$288,450.00	\$285,953.60	0.21%
MAINTENANCE & OPERATIONS	\$12,431.75	\$19,070.00	\$12,351.00	\$14,260.00	-25.22%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

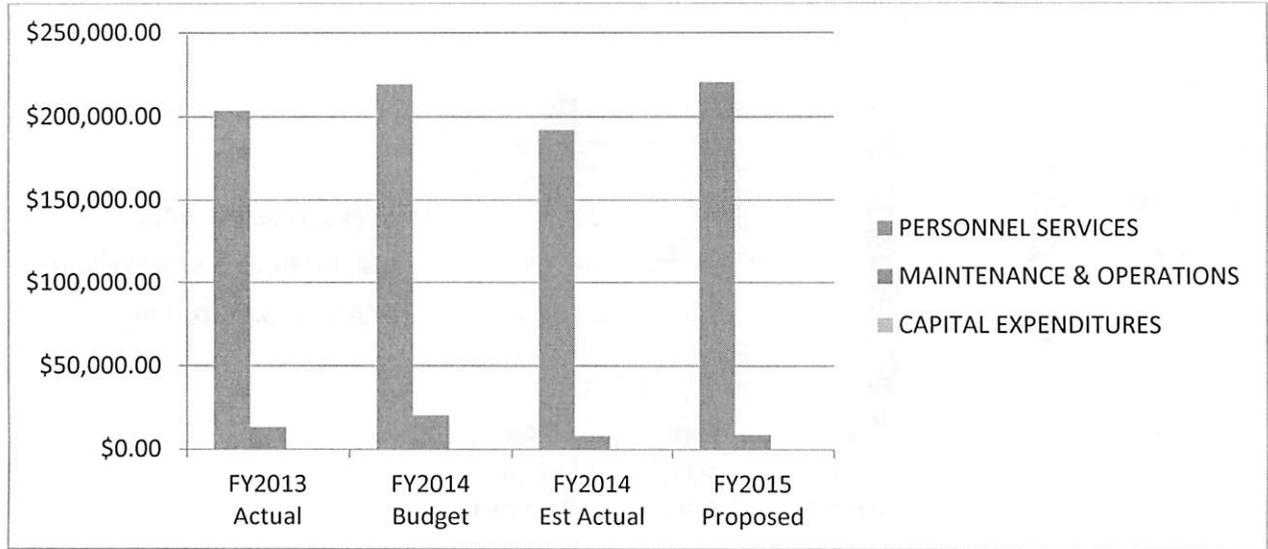


**AUTHORIZED PERSONNEL**

Position Title	2012	2013	2014	2015
DIR OF PLANNING & COMMUNITY DEV	1	1	1	1
ASST DIR OF PLANNING & COMMUNITY DEV	1	1	1	1
PLANNING & COMM DEV OFFICE ADMIN I	1	1	1	1
GIS SPECIALIST	1	1	1	1
DRAFTER/CAD OPERATOR	1	1	1	1

**EXPENDITURE BY CATEGORY  
CODE ENFORCEMENT**

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$203,672.41	\$219,203.36	\$191,946.00	\$220,493.36	0.59%
MAINTENANCE & OPERATIONS	\$13,392.87	\$20,460.00	\$8,167.00	\$8,795.00	-57.01%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

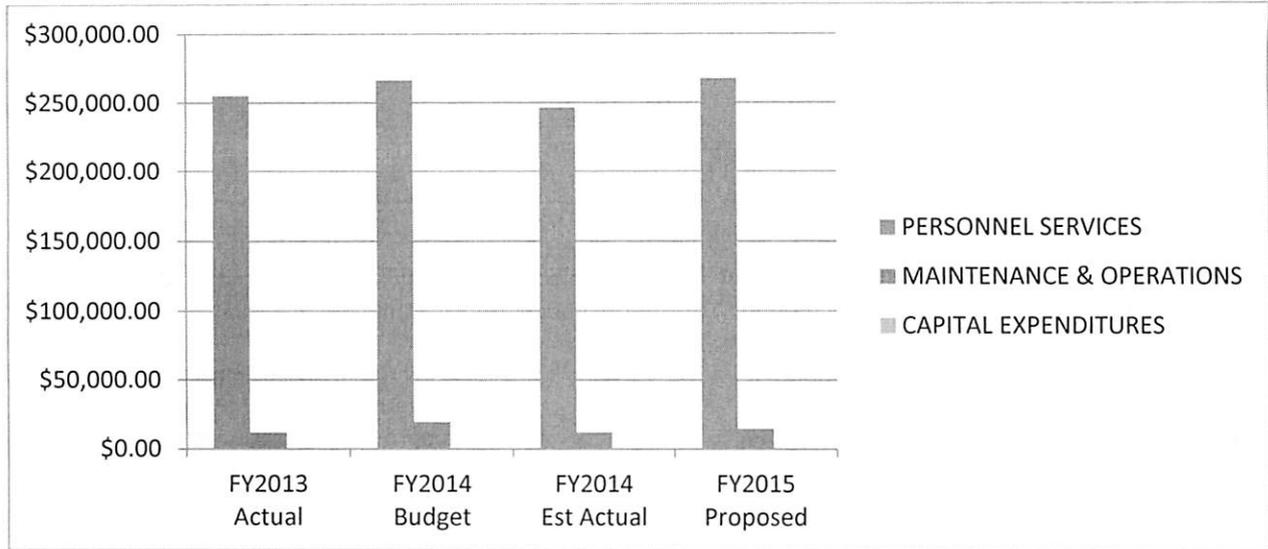


**AUTHORIZED PERSONNEL**

Position Title	2012	2013	2014	2015
CODE ENFORCEMENT OFFICER	4	4	4	4
CODE ENFORCEMENT CLERK	1	1	1	1

**EXPENDITURE BY CATEGORY  
INSPECTIONS**

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$255,139.04	\$266,192.34	\$246,479.00	\$267,482.34	0.48%
MAINTENANCE & OPERATIONS	\$11,895.48	\$19,595.00	\$11,962.00	\$14,720.00	-24.88%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



**AUTHORIZED PERSONNEL**

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
DEVELOP SERVICE SUPERVISOR	1	1	1	1
CHIEF BUILDING INSPECTOR	1	1	1	1
PLUMBING/MECHANICAL INSPECTOR	1	1	1	1
ELECTRICAL/MECHANICAL INSPECTOR	1	1	1	1
PERMIT TECHNICIAN	1	1	1	1

# POLICE DEPARTMENT

## Public Safety

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 provided an opportunity for the department to:

- The purchase of 31 vehicles – This ensures the department’s continued high performance of operations.
- Conduct leadership training provided by the International Association of Chiefs of Police for every supervisor in the department. This training is vital to the continued growth and efficiency of the police department.
- The department’s reporting system was upgraded and the installation of a new automated report system. This enhances the department’s ability to process and control the flow of information.
- Enhanced the city’s capabilities to do more code enforcement by utilizing members of the Citizen’s Police Academy to assist in documentation of code violations – this will improve court actions which will result in more removal of derelict and dilapidated buildings.

### DESCRIPTION

The Muskogee Police Department is charged with the mission to protect the rights, lives, liberties, and property of the citizens of Muskogee. To accomplish this mission, the department utilizes both strategic and tactical procedures designed to be proactive as well as traditional in its operations. This includes intelligence operations and problem solving techniques that embrace the patrol and investigation functions.

### BUDGET HIGHLIGHTS

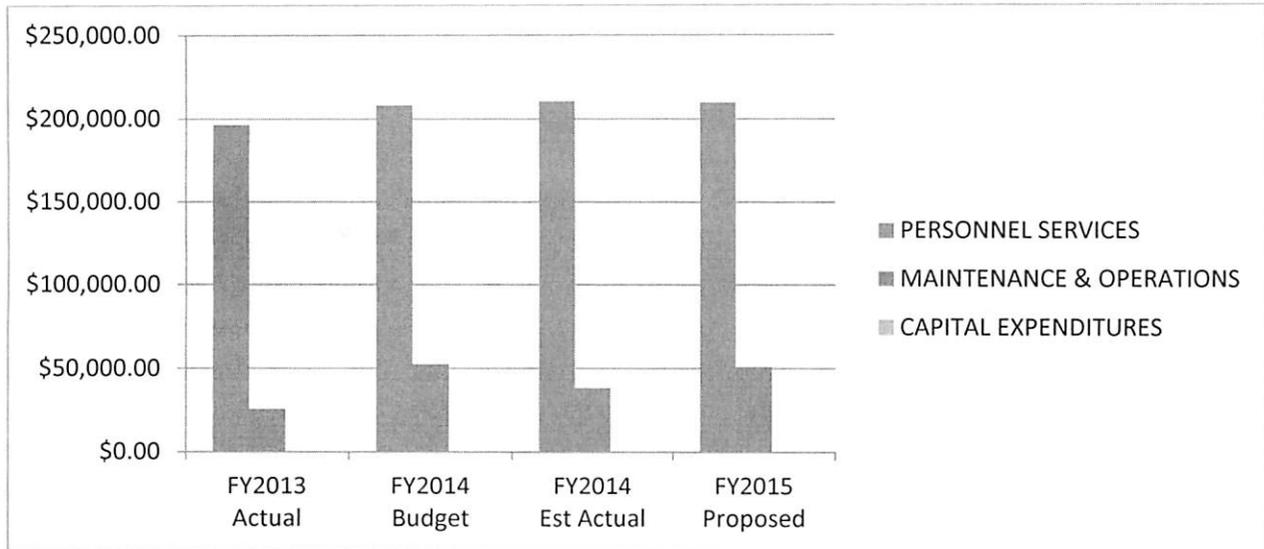
In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

- To grow the Investigation Division by adding 4 investigators and 1 crime scene investigator – this will improve both the investigation operations as well as prosecutorial functions .
- Enhance Community Policing Strategy.

*The department has developed a strong relationship with community groups and other law enforcement agencies including the FBI, U.S. Marshal Service, the U.S. Attorney’s Office, the D.E.A., as well as the local sheriff’s office and other municipal police agencies in order to combat criminal activities.*

**EXPENDITURE BY CATEGORY  
POLICE ADMINISTRATION**

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$196,401.03	\$208,279.00	\$210,669.00	\$209,946.00	0.80%
MAINTENANCE & OPERATIONS	\$26,074.82	\$52,593.00	\$38,472.00	\$50,993.00	-3.04%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

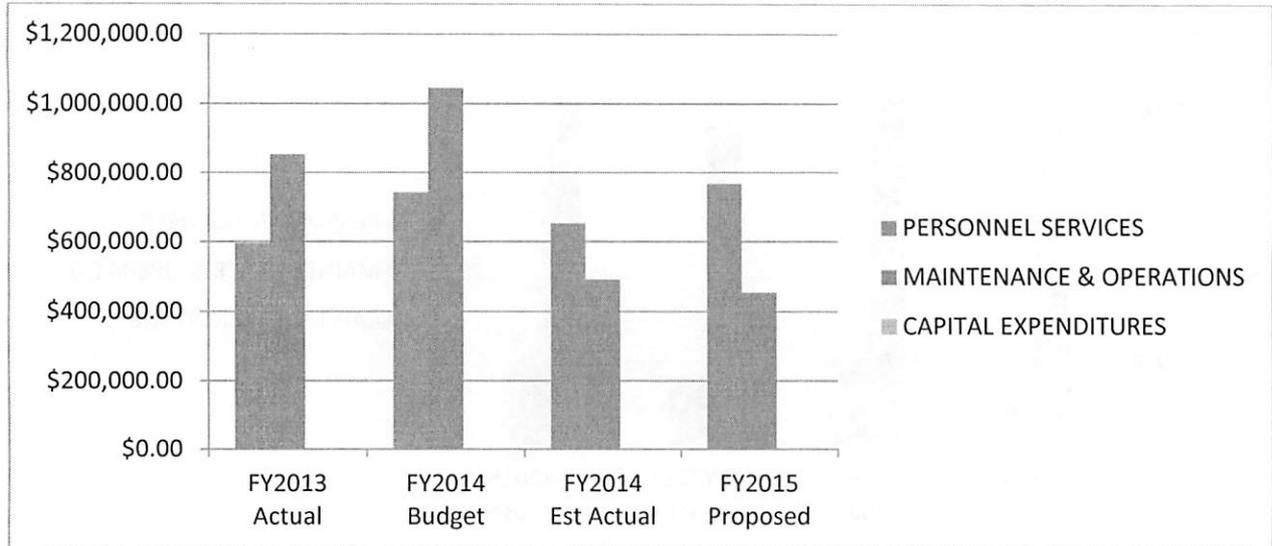


**AUTHORIZED PERSONNEL**

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
POLICE CHIEF	1	1	1	1
DEPUTY CHIEF	1	1	1	0
PD OFFICE ADMIN I	1	1	1	1

**EXPENDITURE BY CATEGORY  
POLICE SUPPORT SERVICES**

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$594,952.68	\$743,609.52	\$652,579.00	\$767,607.72	3.23%
MAINTENANCE & OPERATIONS	\$853,567.96	\$1,045,400.00	\$491,327.00	\$455,400.00	-56.44%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

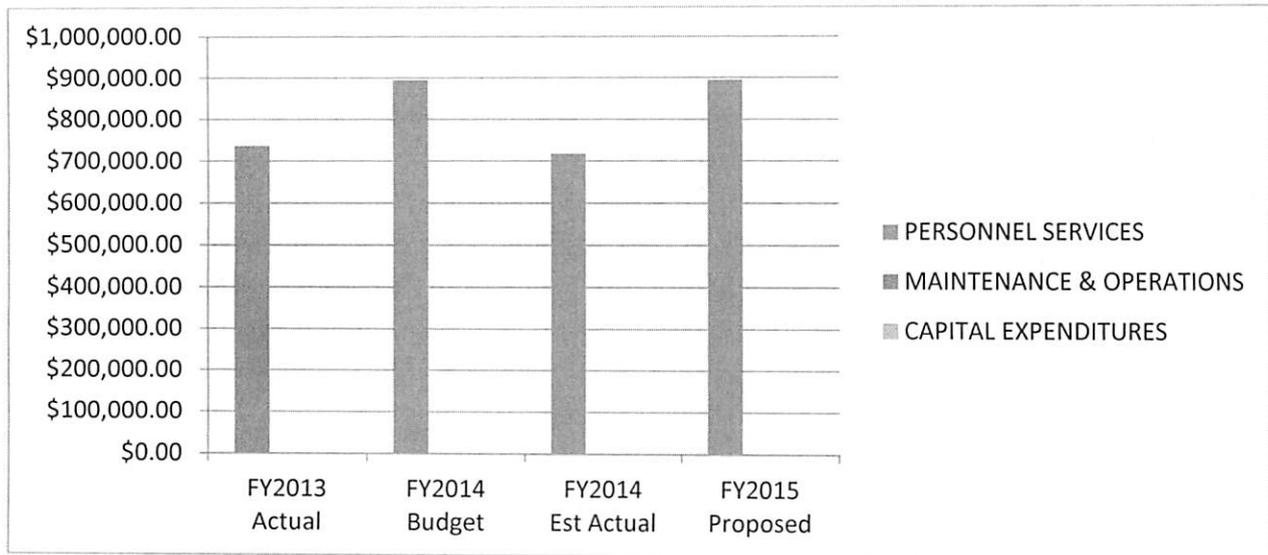


**AUTHORIZED PERSONNEL**

Position Title	2012	2013	2014	2015
DEPUTY CHIEF	0	0	0	1
MAJOR	1	1	1	0
CAPTAIN	2	2	0	0
LIEUTENANT	1	1	1	1
CSM	2	2	2	0
CORPORAL	0	0	0	2
OFFICERS	1	1	1	1
RECORDS SUPERVISOR	1	1	1	1
PD RECEPTIONIST	1	1	1	1
RECORDS ID TECH	4	4	4	4
PROPERTY & EVIDENCE TECH	1	1	1	1
PARKING ENFORCEMENT ATTENDANT	1	1	1	1

**EXPENDITURE BY CATEGORY  
POLICE INVESTIGATION & SPECIAL SERVICES**

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$737,124.46	\$894,496.30	\$717,745.00	\$894,496.30	0.00%
MAINTENANCE & OPERATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

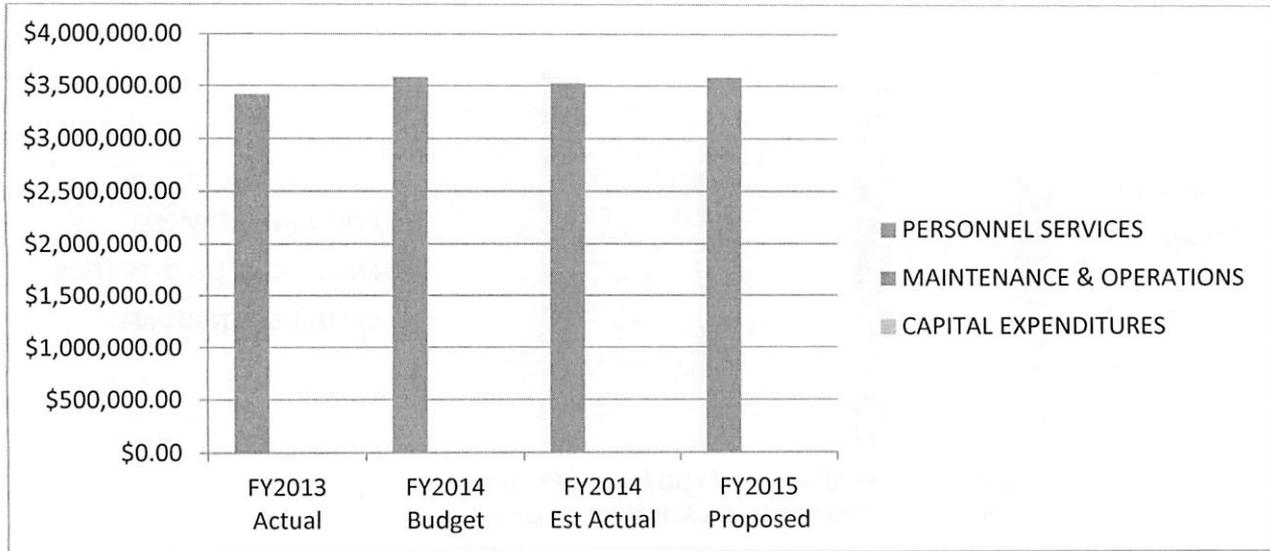


**AUTHORIZED PERSONNEL**

Position Title	2012	2013	2014	2015
DEPUTY CHIEF	0	0	0	1
MAJOR	1	1	1	0
CAPTAIN	1	1	1	1
LIEUTENANT	2	2	2	2
CSM	1	1	1	0
CORPORAL	0	0	0	1
OFFICERS	10	10	10	14
PD OFFICE ASSISTANT I	1	1	1	1

**EXPENDITURE BY CATEGORY  
POLICE PATROL**

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$3,418,970.29	\$3,584,600.26	\$3,527,209.00	\$3,584,600.26	0.00%
MAINTENANCE & OPERATIONS	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



**AUTHORIZED PERSONNEL**

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
DEPUTY CHIEF	0	0	0	1
MAJOR	1	1	1	0
CAPTAIN	3	3	3	3
LIEUTENANT	6	6	6	6
CSM	6	6	6	0
CORPORAL	0	0	0	6
OFFICERS	49	49	49	49

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# CITY CLERK / ANIMAL CONTROL

## Public Safety

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 provided opportunities to:

- Work in partnership with non-profit animal rescue organizations for the purpose of adopting animals housed at the shelter.
- Utilize social media outlets to increase adoption rates and improve customer service and citizen inquiries.
- Continue emphasis on the use of volunteers.

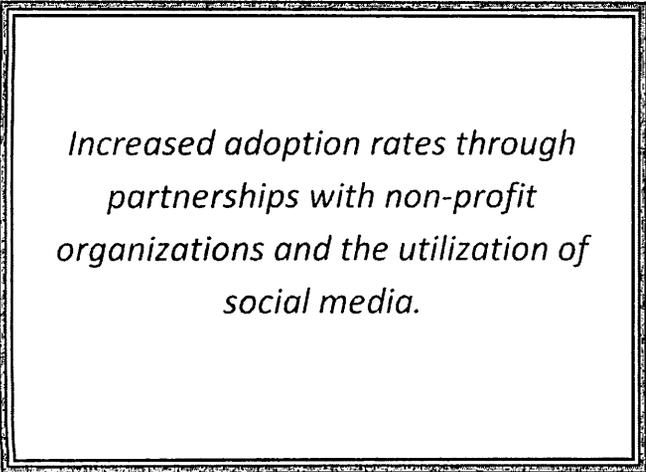
### DESCRIPTION

Animal Control is responsible for enforcing Municipal Ordinances related to animals as well as the care of animals housed at the Muskogee Animal Shelter. Animal Control employees work in partnership with local rescue organizations in an effort to find lifelong homes for all adoptable pets being cared for at the shelter.

### BUDGET HIGHLIGHTS

In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

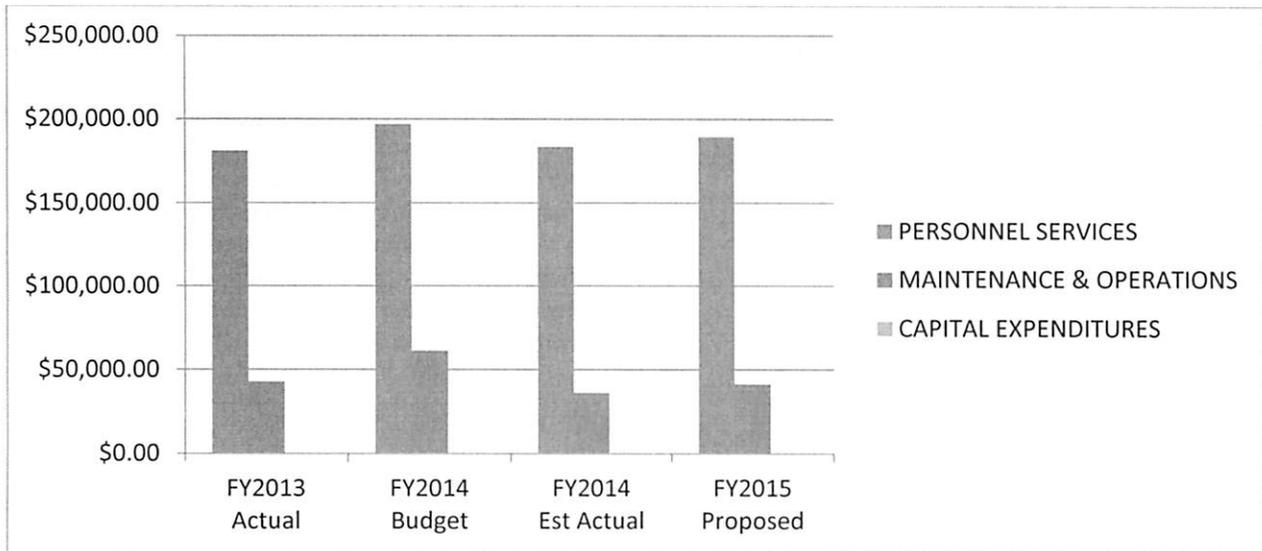
- Implement programs to reduce unwanted pet population in Muskogee.
- Increased utilization of volunteers to enhance services.
- Continuously improve existing operations and training.



*Increased adoption rates through partnerships with non-profit organizations and the utilization of social media.*

### EXPENDITURE BY CATEGORY

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$181,120.99	\$197,004.02	\$183,461.00	\$189,531.20	-3.79%
MAINTENANCE & OPERATIONS	\$42,835.77	\$61,200.00	\$36,373.00	\$41,462.00	-32.25%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



### AUTHORIZED PERSONNEL

Position Title	2012	2013	2014	2015
ANIMAL CONTROL/SHELTER SUPERVISOR	1	1	1	1
ANIMAL CONTROL OFFICER	2	2	2	2
ANIMAL ATTENDANT	2	2	2	2

# FIRE DEPARTMENT

## Public Safety

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 provided an opportunity for the department to:

- Improve fire prevention and education by applying for grant funds.
- Improve technology and communications by moving to iPad dispatch and data storage medium for field operations.

### DESCRIPTION

For over a century, the Muskogee Fire Department has protected its citizens from fire and emergencies. From the days of the bucket brigades to the horse-drawn steam pumps, to the modern day apparatus, diesel powered 400 HP, 1500 GPM pumps. The Muskogee Fire Department is dedicated in providing quality, timely, and professional emergency services to those who live in, work in, and visit the City of Muskogee. The Muskogee Fire Department is an organization of dedicated professionals who are committed to serving the community by protecting life, property, and the environment through prevention, education, Emergency Medical Responders and fire services. Fire Department Protection District is 58 square miles.

### BUDGET HIGHLIGHTS

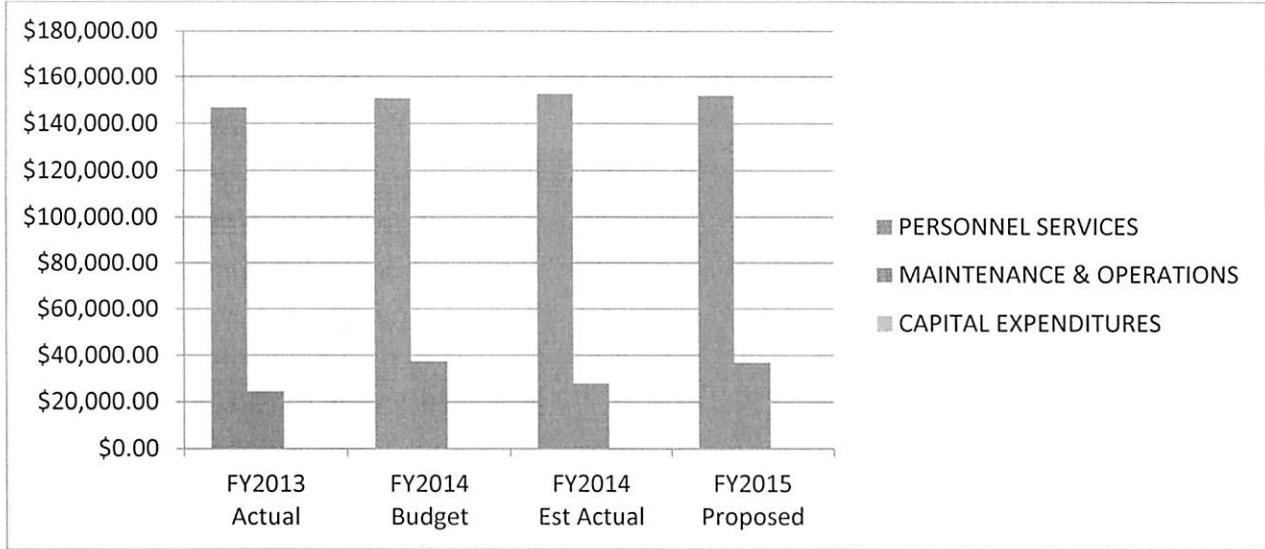
In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

- Implement the iPad dispatch and data storage medium for field operations
- Continuously improve existing operations and training
- Maintain and improve Muskogee's ISO Fire Classification Rating of #2.

*Responsible for protecting our citizens from fire related emergencies and manmade and natural disasters through hazard suppression, prevention, mitigation, and educational programs.*

**EXPENDITURE BY CATEGORY  
FIRE SERVICES**

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$146,942.07	\$150,783.05	\$152,720.00	\$151,934.33	0.76%
MAINTENANCE & OPERATIONS	\$24,435.60	\$37,473.00	\$27,819.00	\$36,973.00	-1.33%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

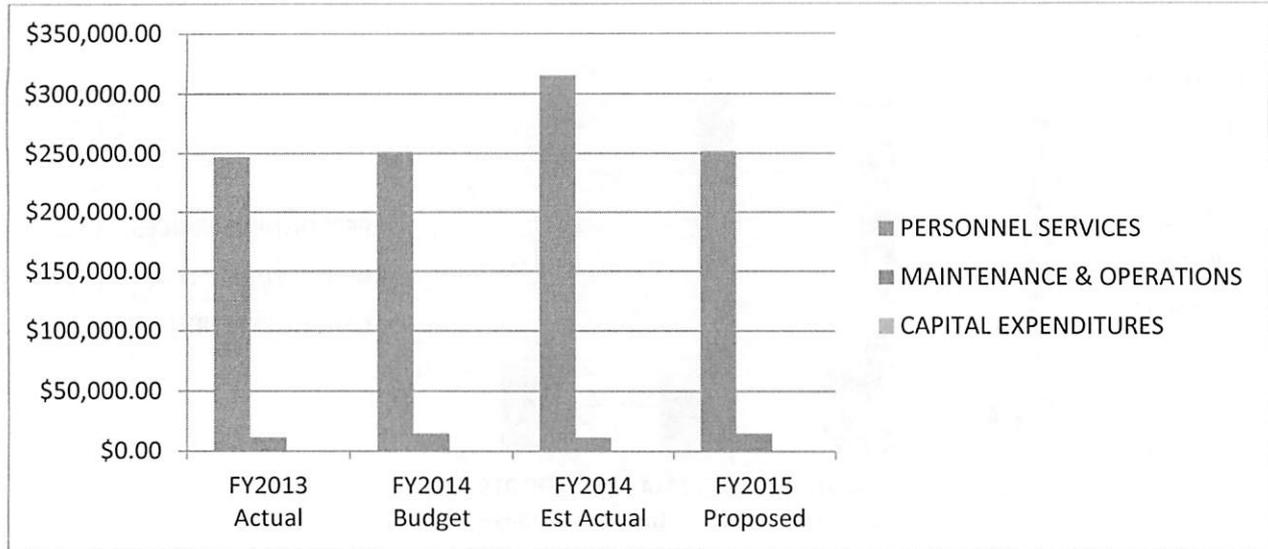


**AUTHORIZED PERSONNEL**

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
FIRE CHIEF	1	1	1	1
FD OFFICE ADMIN I	1	1	1	1

**EXPENDITURE BY CATEGORY  
FIRE PREVENTION AND TRAINING**

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$247,293.16	\$251,331.00	\$315,443.00	\$252,002.60	0.27%
MAINTENANCE & OPERATIONS	\$11,484.37	\$15,265.00	\$11,650.00	\$15,185.00	-0.52%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

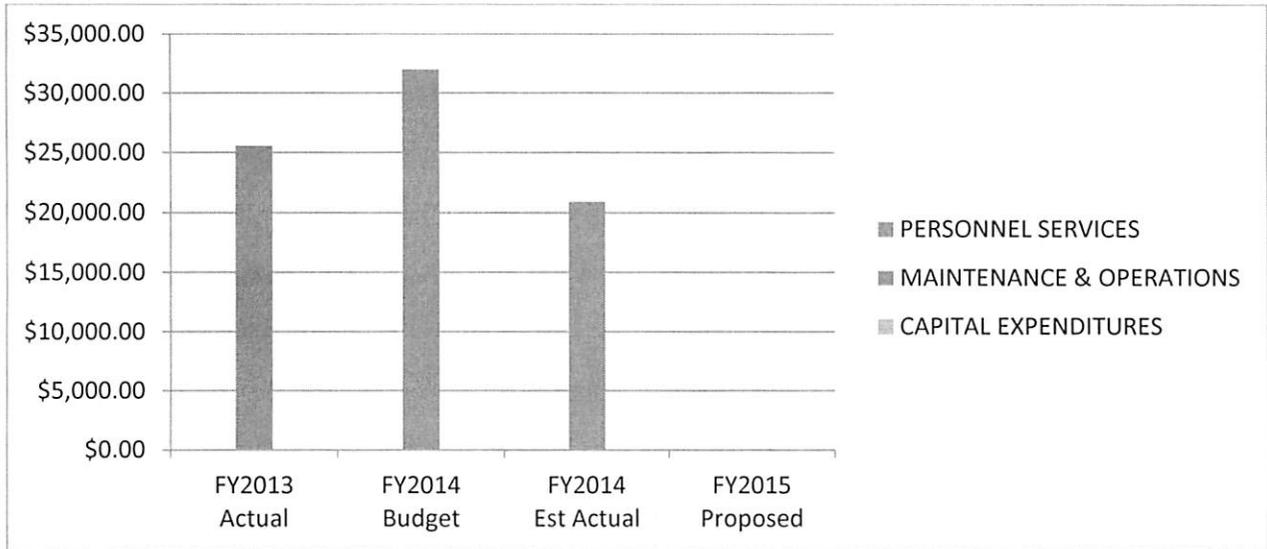


**AUTHORIZED PERSONNEL**

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
FIRE MARSHAL	1	1	1	1
ASST. FIRE MARSHAL	1	1	1	1
FIRE TRAINING OFFICER	1	1	1	1
SPECIAL OP TRAINING OFFICER	1	1	1	1

**EXPENDITURE BY CATEGORY  
FIRE AUXILIARY AND SERVICES**

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MAINTENANCE & OPERATIONS	\$25,553.95	\$32,000.00	\$20,927.00	\$0.00	-100.00%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

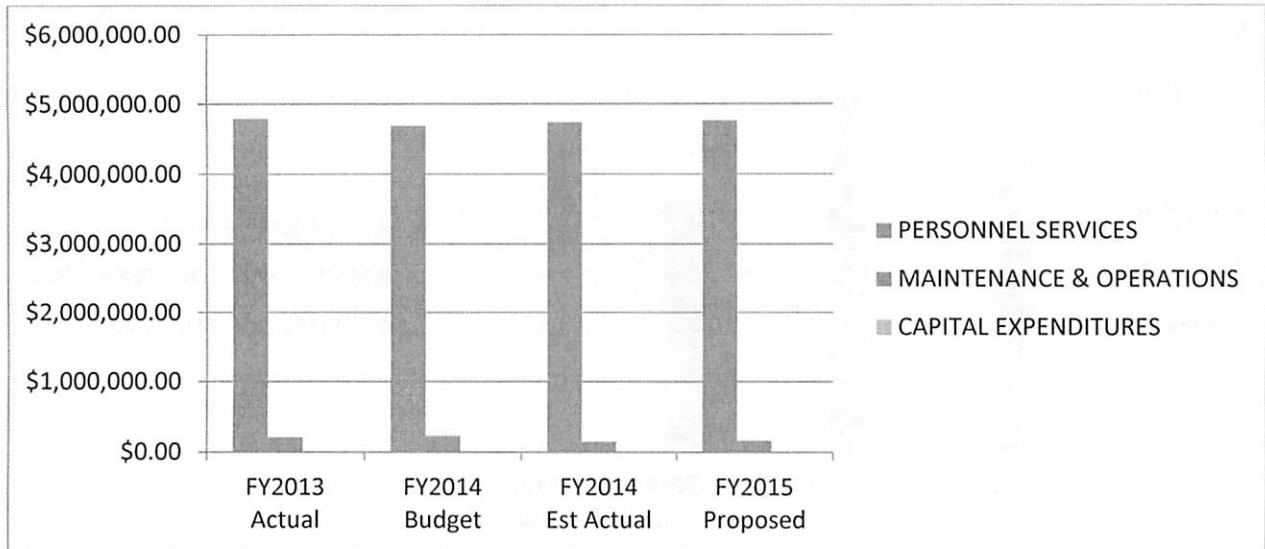


**AUTHORIZED PERSONNEL**

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
MECHANIC	2	0	0	0

**EXPENDITURE BY CATEGORY  
FIRE CONTROL OPERATIONS**

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$4,795,729.05	\$4,693,795.06	\$4,743,243.00	\$4,765,638.00	1.53%
MAINTENANCE & OPERATIONS	\$213,438.72	\$232,188.00	\$150,619.00	\$164,565.00	-29.12%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



**AUTHORIZED PERSONNEL**

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
ASST FIRE CHIEF	3	3	3	3
HOUSE CAPTAIN	3	3	3	3
CAPTAIN	27	27	27	27
FIREFIGHTER DRIVER	30	30	30	30
FIREFIGHTER	26	26	26	26

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# EMERGENCY MANAGEMENT

## Public Safety

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 provided an opportunity for the department to:

- Provide a home storm shelter registration program
- Manage the Emergency Operations Center Emergency Communications System and maintain system readiness
- Achieve compliance with National Incident Management System
- Participate in state emergency preparedness exercises on a regular basis

### DESCRIPTION

Provide a comprehensive emergency management program which coordinates the preparation for, recovering from, and mitigation of major emergencies and disasters. This includes responses to tornadoes, floods, and heat emergencies.

Responsibilities include monitoring all storm activities, management of the Community Warning System, consisting of 19 sirens covering the City, serving as the FEMA liaison and acting as the centralized command post in an emergency situation.

### BUDGET HIGHLIGHTS

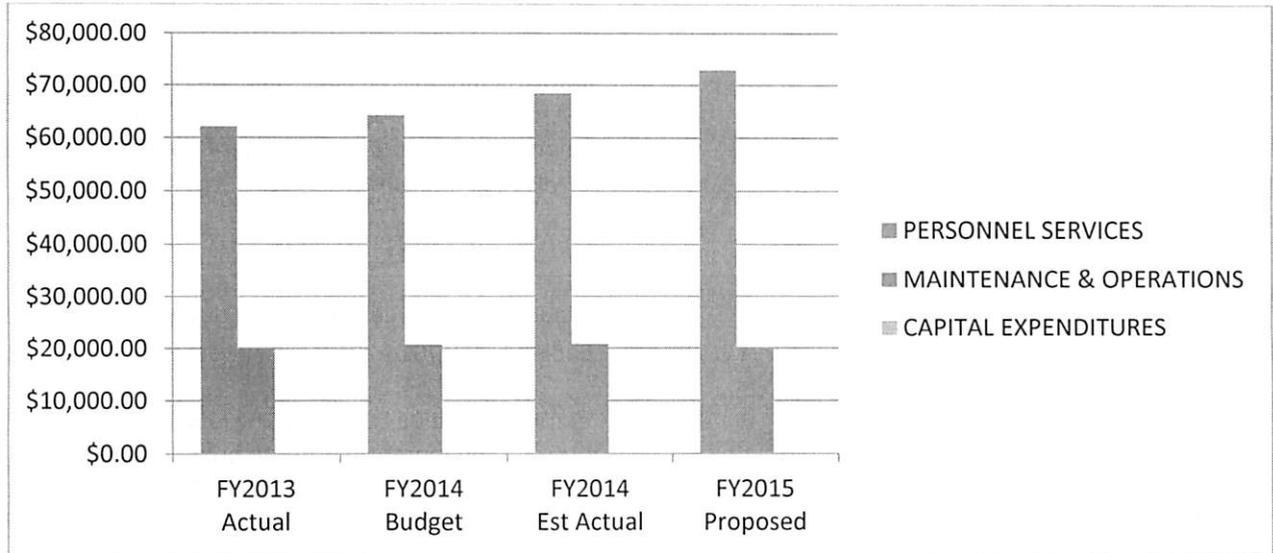
In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

- Conduct periodic live tests of the warning sirens.
- Ensure continued readiness for any and all disaster events.
- Update the training / briefing room technology needs.

*Increase the likelihood of rescues in the wake of severe weather scenarios through the growth of home shelter registrations.*

**EXPENDITURE BY CATEGORY**

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$62,095.34	\$64,222.00	\$68,544.35	\$72,914.00	13.53%
MAINTENANCE & OPERATIONS	\$19,925.44	\$20,724.00	\$20,800.00	\$19,930.00	-3.83%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



**AUTHORIZED PERSONNEL**

Position Title	2012	2013	2014	2015
Emergency Mgt. Director	1	1	1	1
Volunteers	20	20	20	20

# PUBLIC WORKS ADMINISTRATION

## Public Works

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 provided an opportunity for the department to:

- Hired Civil Engineer.
- Improved project inspection process.

### DESCRIPTION

The Department of Public Works aims to promote objectives of economic development and efficient management of infrastructure for the public and the City organization. We will foster cooperation and team work with every employee empowered to work as a member of the team to improve the way we provide our services.

### BUDGET HIGHLIGHTS

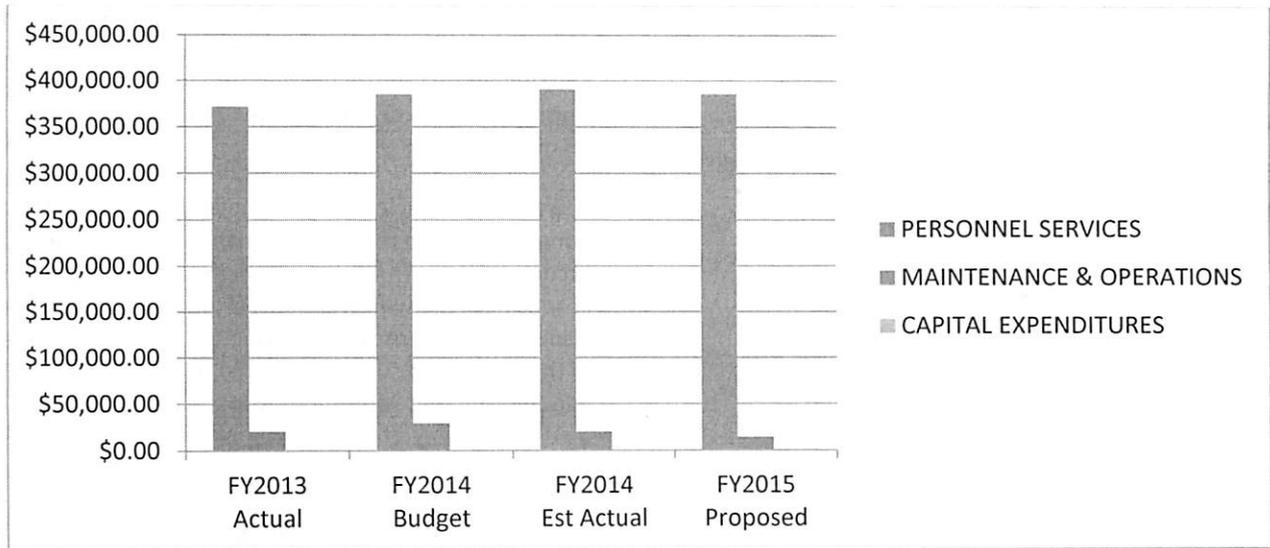
In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

- Continue to foresee the long-term needs of the community in order to provide conditions which will maintain a high quality of life in the future and achieve the objectives of the organizations and of the projects that we are responsible for.
- Continue to be ultimately accountable to the citizens and must serve them in a responsible, pleasant and helpful manner, recognizing both the needs of the community and the person through our daily work.
- Continue to be fiscally responsible in the use of public funds.
- Continue to provide strategic leadership to the Construction and Property Industries.
- Continue to interpret, administer and enforce ordinances, policies, and regulations governing public works functions. We endeavor to use professional judgment and discretion in order to minimize adverse impact upon individuals and businesses while achieving the intent of the law.
- Efficiently manage all the projects.

*The mission of the Public Works Department is to provide exceptional transportation, flood control, and utility services to the citizens of Muskogee.*

### EXPENDITURE BY CATEGORY

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$371,742.28	\$385,486.54	\$390,563.00	\$385,956.54	0.12%
MAINTENANCE & OPERATIONS	\$20,696.06	\$29,200.00	\$20,209.00	\$14,200.00	-51.37%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



### AUTHORIZED PERSONNEL

Position Title	2012	2013	2014	2015
DIR OF PUBLIC WORKS	1	1	1	1
ASST PW DIRECTOR - OPERATIONS	1	1	1	1
ASST PW DIRECTOR - UTILITIES	1	1	1	1
PW OFFICE ADMIN II	1	1	1	1
PROJECTS & CONTRACTS COORDINATOR	1	1	1	1
STREETS DIV OFFICE ASST II	1	1	1	1

# ENVIRONMENTAL CONTROL

## Public Works

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 provided an opportunity for the department to:

- Maintain 900 acres during mowing season.
- Picked up 554 residents on the City Wide Pick up Program.
- Picked up a total of 162 yards of trash at the illegal dump sites.
- Maintaining of mowing drainage easements contracted for 16 parcels of land at 3 times per year.
- Cleaned out 17 drainage ditches.
- Street sweeper swept a total of 1,524.89 curb miles.
- Maintained Environmental Control Spraying Program and also 32 resident calls requesting for us to spray their area.

### DESCRIPTION

The Environmental Control division is responsible for the mowing of all Right-of-Ways, Medians, Triangles and City owned lots within the city limits of Muskogee. The service is performed throughout the growing season. The Environmental Control division removes grass and vegetation from curbs and sidewalks in the Central Business District and on major streets.

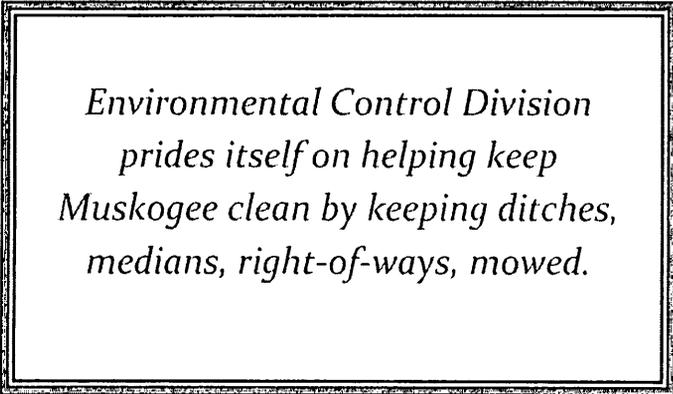
The division also cleans up City lots, ditches, creeks and illegal dumpsites within the City limits of Muskogee. Weed control is accomplished with the use of chemicals and this is done only in specific areas with weather permitting. This department also sprays for mosquito's during the two mosquito seasons of the spring and summer months; starting in late April till mid July and mid September to the end of November.

The Environmental Control Division removes and disposes of limbs & brush that are in the street obstructing traffic, obscuring traffic signs or creating sight hazards. After a storm the limbs that have been broken or blown down from trees and are in the streets are picked up and disposed of by this division.

### BUDGET HIGHLIGHTS

In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

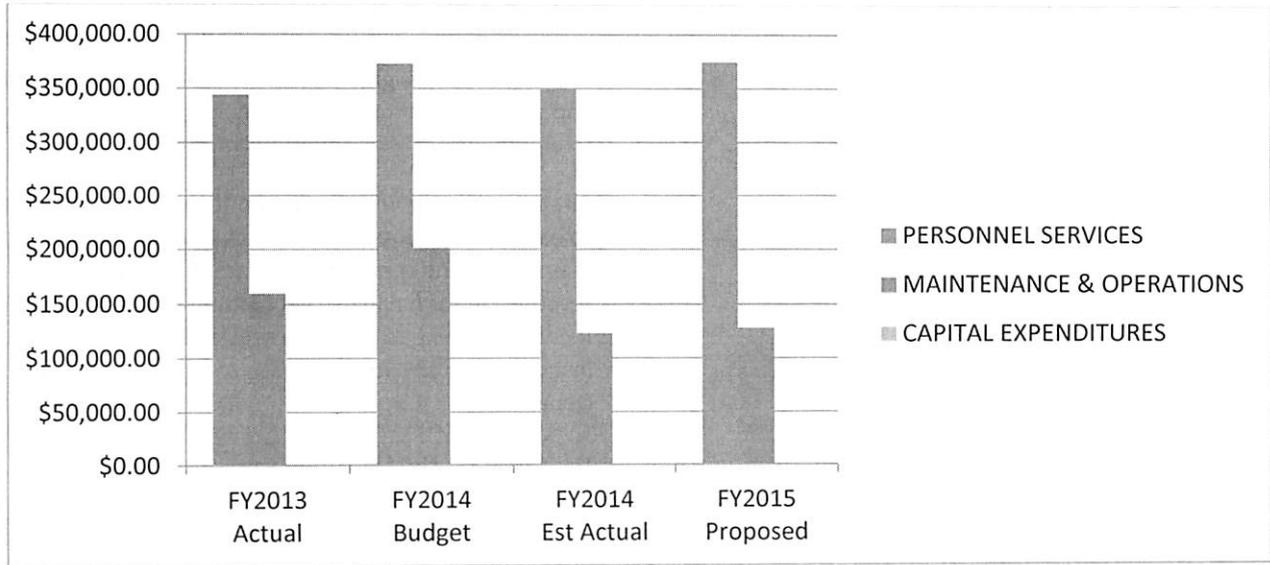
- Maintain and improve mowing routes.
- Maintain and improve on mowing around traffic signs.
- Improve on maintaining drainage ditches.
- Be more aggressive on locating and cleaning up illegal dump sites



*Environmental Control Division  
prides itself on helping keep  
Muskogee clean by keeping ditches,  
medians, right-of-ways, mowed.*

### EXPENDITURE BY CATEGORY

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$344,235.50	\$372,810.14	\$349,241.00	\$374,765.14	0.52%
MAINTENANCE & OPERATIONS	\$159,766.48	\$201,180.00	\$123,202.00	\$127,880.00	-36.44%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



### AUTHORIZED PERSONNEL

Position Title	2012	2013	2014	2015
ENV CONTROL SUPERVISOR	1	1	1	1
ENV CONTROL MAINT LEADER I	1	1	1	1
PUB WORKS EQUIPT OPERATOR I	4	4	4	4
ENV CONTROL MAINT WORKER II	2	2	2	2
ENV CONTROL OFFICE ASST II	1	1	1	1

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 provided an opportunity for the department to:

- Micro-paved 4.6 miles of city streets.
- Chip sealed 9 miles of city streets.
- Milled and overlaid 8 miles of city streets.

### DESCRIPTION

The Street Maintenance Division maintains the public streets of Muskogee including those of concrete, asphalt, chip seal and gravel. Planned services include, but are not limited to: pot hole patching, crack sealing, asphalt overlays, street utility cut repairs, gravel street maintenance, shoulder repair and stockpiling of materials. The Street Division also responds to emergency calls as situations merit.

All street lighting with the exception of the downtown streetscape lighting, within the city limits of Muskogee are maintained and repaired by OG&E. The City of Muskogee is responsible for having street lighting installed on city streets. If you would like to submit a request for a street light to be installed on a city street, please contact Public Works Department.

### BUDGET HIGHLIGHTS

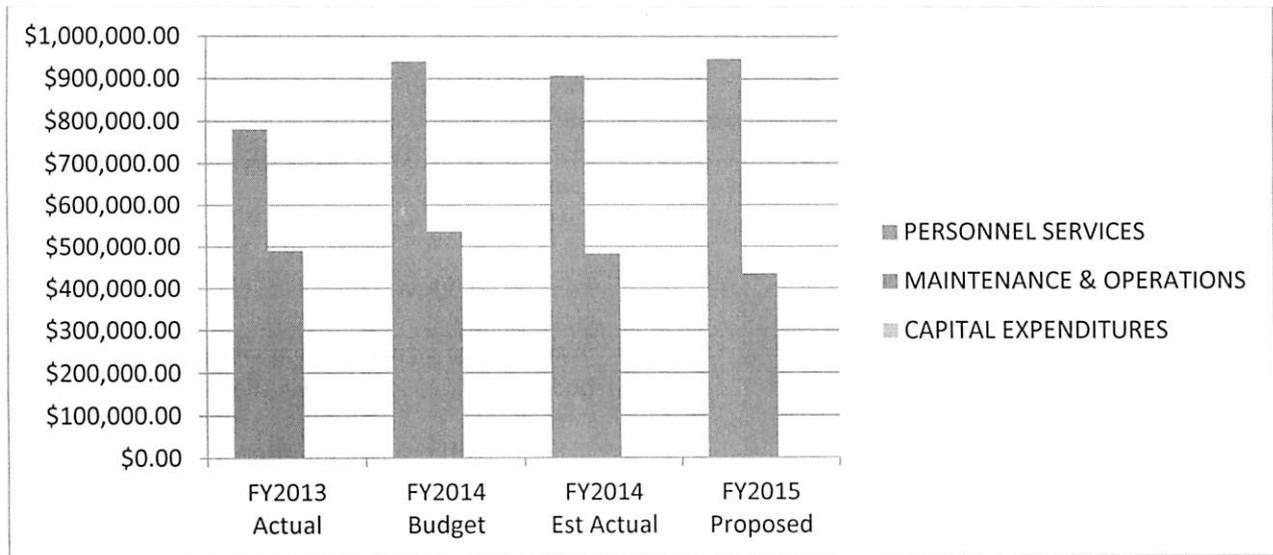
In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

- Mill and overlay city streets.
- Chip seal city streets.
- Micro-pave city streets.
- Reconstruct Martin Luther King from 12th Street to 24th Street.
- Reconstruct N. 24th Street from W. Okmulgee Street to Shawnee.

*The Street Maintenance Division is also responsible for snow removal, ice control, and repairs to maintain roadway conditions during inclement weather.*

### EXPENDITURE BY CATEGORY

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$781,202.46	\$940,941.36	\$907,688.00	\$947,655.36	0.71%
MAINTENANCE & OPERATIONS	\$490,204.92	\$535,945.00	\$483,139.00	\$434,864.00	-18.86%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



### AUTHORIZED PERSONNEL

Position Title	2012	2013	2014	2015
STREET SUPERINTENDENT	1	1	1	1
STREET MAINTENANCE LEADER II	3	1	1	1
STREET MAINTENANCE LEADER I	1	1	1	1
PUBLIC WORKS EQUIP OPERATOR II	4	4	4	4
PUBLIC WORKS EQUIP OPERATOR I	10	9	9	9
STREETS MAINTENANCE WORKER II	3	3	3	3
STREETS MAINTENANCE WORKER I	2	1	1	1

# TRAFFIC ENGINEERING

## Public Works

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 provided an opportunity for the department to:

- New striping on Mill & Overlay Project.
- New traffic loops on Mill & Overlay Project.
- New solar powered school signal paid for by energy grant.
- New solar powered school signals at Hilldale High School and Hilldale Elementary School on the south access road.

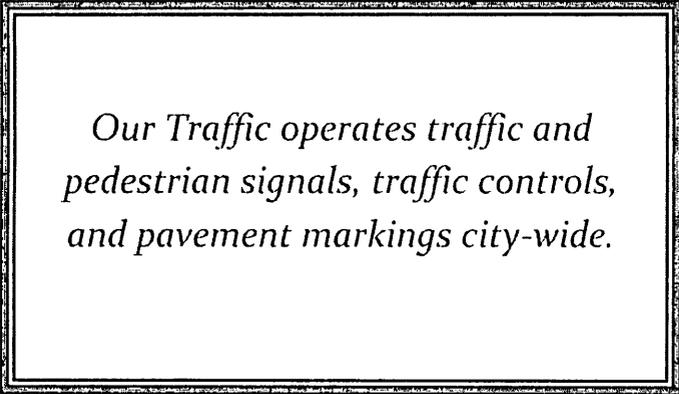
### DESCRIPTION

The Traffic Division consists of the Traffic Signal Maintenance, Radio communication and the Sign Shop. Their duties are to provide the installation and maintenance of traffic control devices that will improve public safety for the citizens traveling the public streets of Muskogee. This is done with the use of traffic signals, school signals, signs and pavement markings within the city limits of Muskogee. Radio communications plays a part in this by letting employees keep in contact with the main office and each other.

### BUDGET HIGHLIGHTS

In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

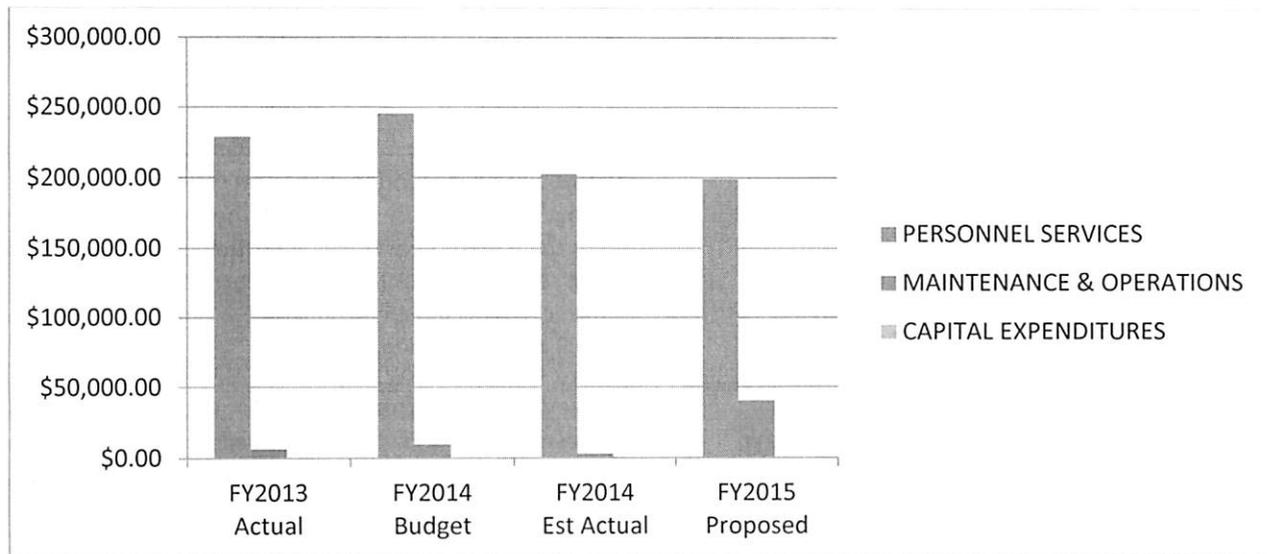
- Traffic signal maintenance contract with Signal Tek.
- Install school signals at Hilldale Elementary School on north access road.



*Our Traffic operates traffic and pedestrian signals, traffic controls, and pavement markings city-wide.*

### EXPENDITURE BY CATEGORY

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$229,305.27	\$245,607.96	\$202,613.00	\$199,189.00	-18.90%
MAINTENANCE & OPERATIONS	\$6,385.52	\$9,717.00	\$3,075.00	\$40,278.00	314.51%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



### AUTHORIZED PERSONNEL

Position Title	2012	2013	2014	2015
TRAFFIC SUPERVISOR	1	1	1	1
TRAFFIC SIGNAL TECHNICIAN	1	1	1	0
TRAFFIC MAINTENANCE LEADER I	1	1	1	1
PUBLIC WORKS EQUIP OPERATOR I	1	1	1	1
TRAFFIC MAINTENANCE WORKER II	1	1	1	1

# SOLID WASTE MANAGEMENT

## Public Works

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 provided an opportunity for the department to:

- Purchase 1 new solid waste truck.
- Purchased 1,500 new residential poly carts.
- Implemented new trash route changes.

*This division keeps Muskogee clean and environmentally safe by collecting all solid waste by disposing of it in compliance with Federal and State regulations. This division also manages the City Recycling Center.*

### DESCRIPTION

The City of Muskogee uses a Poly Cart system for residential garbage collection. Residence will be furnished a ninety gallon plastic cart at no additional cost. The cart is mounted on wheels, balanced so that it is easily moved when full and is not easily blown over during high wind.

The Sanitation Department will dump the Poly cart and up to five extra bags (under 35 lbs.) on residence's regular pick up day. We ask that residence roll the cart as close (within 3 ft.) to the curb or near traveled portion of the road (by 7:00 a.m.) on residences pick up morning, or the evening before, whichever is most convenient. Carts not placed on the curb will not be emptied.

We suggest returning the cart to residence house as soon as possible after it has been emptied. In the interest of a cleaner neighborhood, the city requests all refuse containers at the curb to be removed within 12 hours after being emptied. If it is left at the curb for an extended period of time, there is a possibility of the cart being stolen or damaged beyond repair. If this occurs, residence will be responsible to pay for a replacement cart (actual cost plus 10%). Ordinary repairs will be done at no cost to the customer.

Although citizens may choose to hire a license private hauler service for residential curbside collection of refuse, the City of Muskogee Sanitation Department has prided itself on the quality of work done at a low cost.

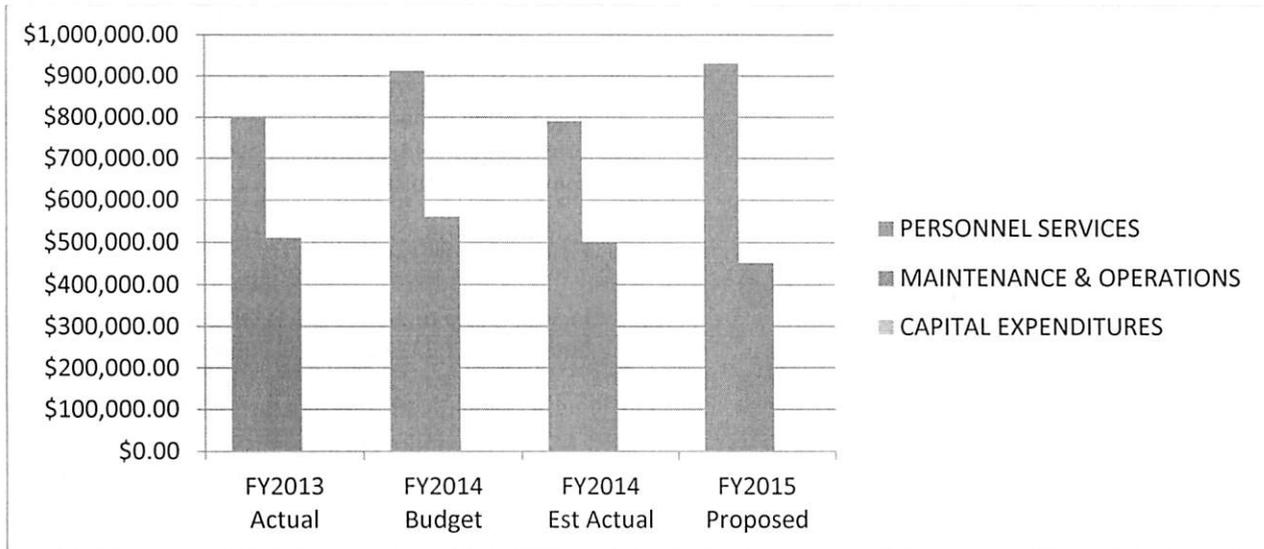
### BUDGET HIGHLIGHTS

In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

- Continue to update equipment in Solid Waste.
- Continue to update new route changes to better serve the residents of the City of Muskogee.

### EXPENDITURE BY CATEGORY

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$798,309.86	\$913,673.77	\$790,477.00	\$930,899.77	1.89%
MAINTENANCE & OPERATIONS	\$511,236.73	\$561,304.00	\$498,660.00	\$451,228.00	-19.61%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



### AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
SOLID WASTE SUPERVISOR	1	1	1	1
SOLID WASTE MAINTENANCE LEADER I	1	1	1	1
SOLID WASTE OFFICE ASSISTANT I	1	1	1	1
SOLID WASTE PACKER OPERATOR	1	1	1	1
SOLID WASTE OPERATOR	19	19	19	19

# ENGINEERING ADMINISTRATION

## Engineering

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 provided an opportunity for the department to:

- Chandler Road Detention Basin.
- City Hall Elevator.
- Civic Center Elevator.
- York Street Improvement.
- East side Interceptor.
- Sewage Lift Stations Rehabilitation.
- Annual maintenance contract for traffic signals.
- Improvements to the Muskogee Public Library elevators.

### DESCRIPTION

The department oversees all construction related to the city's infrastructure. The engineering department is dedicated to ensuring residents, investors and visitors will enjoy an excellent quality of life in Muskogee due to high standards which roads, storm water and sewer projects are held to. The engineering department coordinates the execution of construction contracts within budgetary limits and in compliance with state statutes.

### BUDGET HIGHLIGHTS

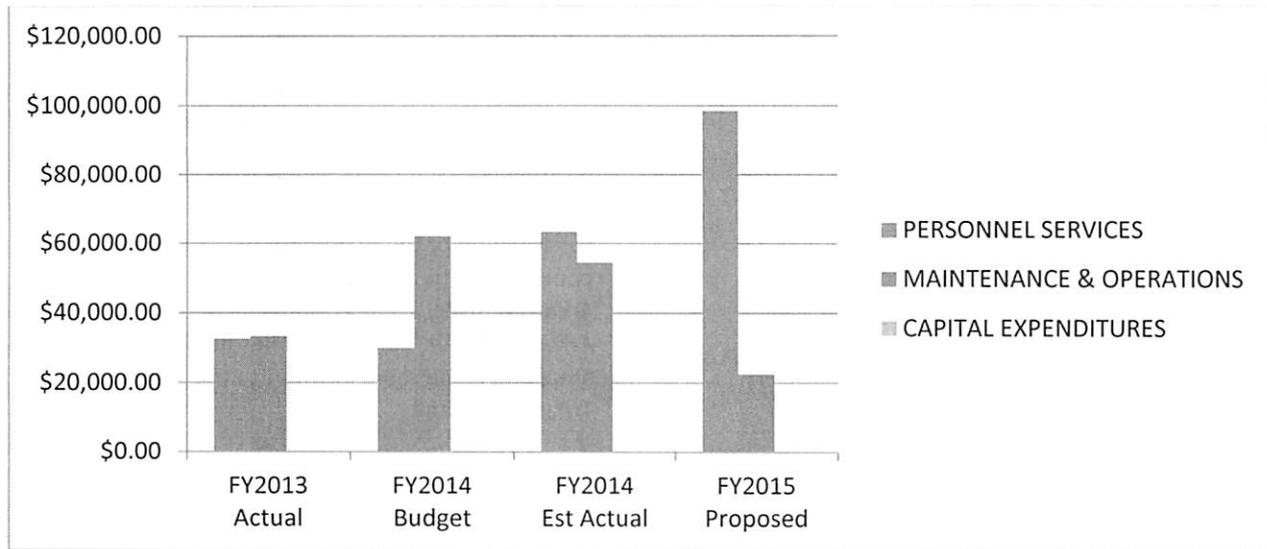
In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

- Invite bids for the Martin Luther King Improvements.
- Negotiate Engineering Services Contract with Tri-State for the Design of Improvements to 43<sup>rd</sup> street.
- Invite bids for Elliot Street Drainage Improvements.
- Invite bids for Improvements to the Public Works Building – Phase I.

*Provides the administration and technical review of public and private improvements within the city. Also, administers the flood plain permitting process.*

### EXPENDITURE BY CATEGORY

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$32,588.21	\$30,032.00	\$63,325.00	\$98,503.00	227.99%
MAINTENANCE & OPERATIONS	\$33,400.00	\$62,000.00	\$54,450.00	\$22,550.00	-63.63%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



### AUTHORIZED PERSONNEL

Position Title	2012	2013	2014	2015
CIVIL ENGINEER	0	0	1	1
CIVIL ENGINEER I (PT)	1/2	1/2	1/2	1/2

# WATER TREATMENT

## Engineering

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 provided an opportunity for the department to:

- Providing quality water at a very economic rate.
- Provide ample water even during the highest use time.

*Provides environmentally safe, efficient, and cost-effective source of potable water for the needs of citizens and businesses.*

### DESCRIPTION

Through the 1890's this community depended entirely on springs and cistern for water. In 1899 the town was virtually destroyed by fire. Realizing the need for fire protection, construction soon began on the first water system which consisted of a four-inch line taking water from a nearby lake to a large cistern near the center of the downtown district.

By 1900 the population had increased to more than 4,000 citizens and in 1901 the first Bond Issue was passed for construction of the first water works to serve the expanding population. The facility was built on the west bank of the Arkansas River, at the confluence of the Verdigris, Grand and Arkansas Rivers, some five miles northeast of the downtown area, and is the same location as the present day Water Treatment Plant.

The treatment plant was built in 1934 and has been expanded and renovated several times. The last renovation took place in 1996. This work replaced the existing control system with a computerized Supervisory Control and Data Acquisition system better know as a SCADA system. This allows the operators to monitor and control all of the treatment plant functions on a real time basis from a central location. In addition, the filter media was replaced and new chemical feed systems were installed.

As a result of these improvements along with the dedication and hard work of the City's staff, Muskogee's water treatment plant was voted "Plant of the Year" in 1997 and 1998 by the Oklahoma Operators Association.

The City of Muskogee provides drinking water to six rural water districts and four towns. The city receives its raw water from the Fort Gibson Reservoir, located approximately 7 miles north of Muskogee. Occasionally the city uses a secondary water supply which comes from the Grand River. These sources of water are classified as a surface water supply.

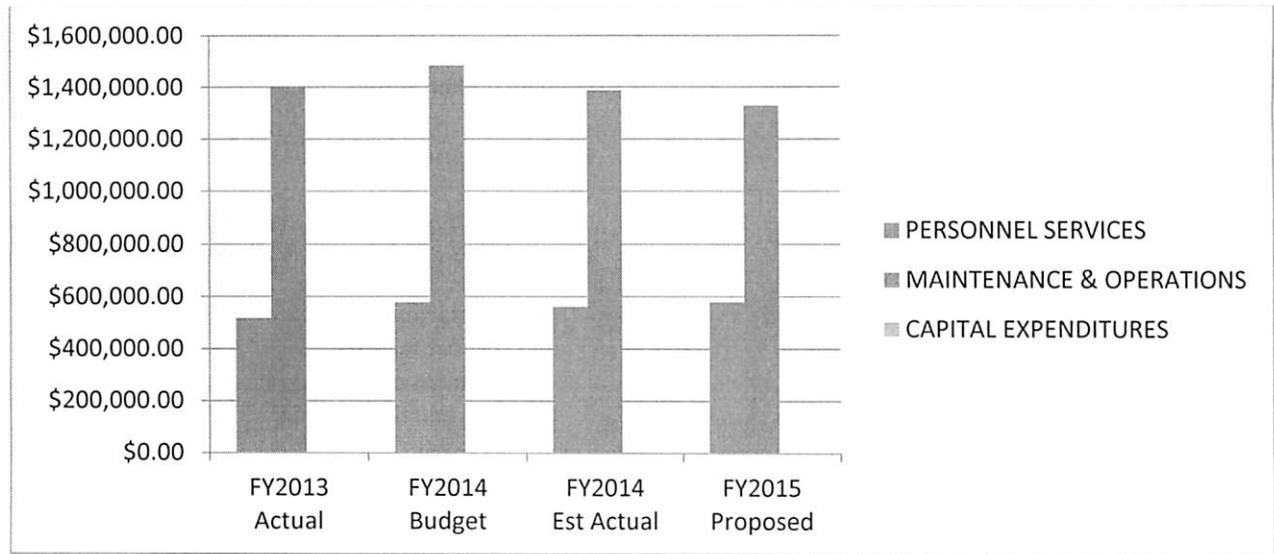
### BUDGET HIGHLIGHTS

In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

- Pump repairs and replacement to maintain reliable water transmission.

### EXPENDITURE BY CATEGORY

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$518,317.65	\$579,621.77	\$562,260.00	\$580,416.77	0.14%
MAINTENANCE & OPERATIONS	\$1,401,494.12	\$1,485,327.00	\$1,388,452.00	\$1,329,776.00	-10.47%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



### AUTHORIZED PERSONNEL

Position Title	2012	2013	2014	2015
WATER PLANT SUPERINTENDENT	1	1	1	1
WATER PLANT OPERATIONS SUPERVISOR	1	1	1	1
WATER PLANT MAINTENANCE SUPERVISOR	1	1	1	1
PLANT MAINTENANCE MECHANIC I	1	1	1	1
WATER ANALYST	1	1	1	1
PLANT OPERATOR II	4	4	4	4
PLANT OPERATOR I	2	2	2	2
WATER PLANT MAINTENANCE WORKER I	1	1	1	1
WATER PLANT OFFICE ASSISTANT II	1	1	1	1

# WATER DISTRIBUTION

## Engineering

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 provided an opportunity for the department to:

- Completed hundreds of work orders covering a full spectrum from simple leaks at meters to repair of 24" water lines.
- Testing of meters to assure that we are billing properly.

### DESCRIPTION

Our goal at Water Distribution is to provide a reliable supply of quality water to our customers. Working with an aging system, we try to repair leaks and breaks in a manner that minimizes inconvenience to customers and limits damage done by broken water lines.

### BUDGET HIGHLIGHTS

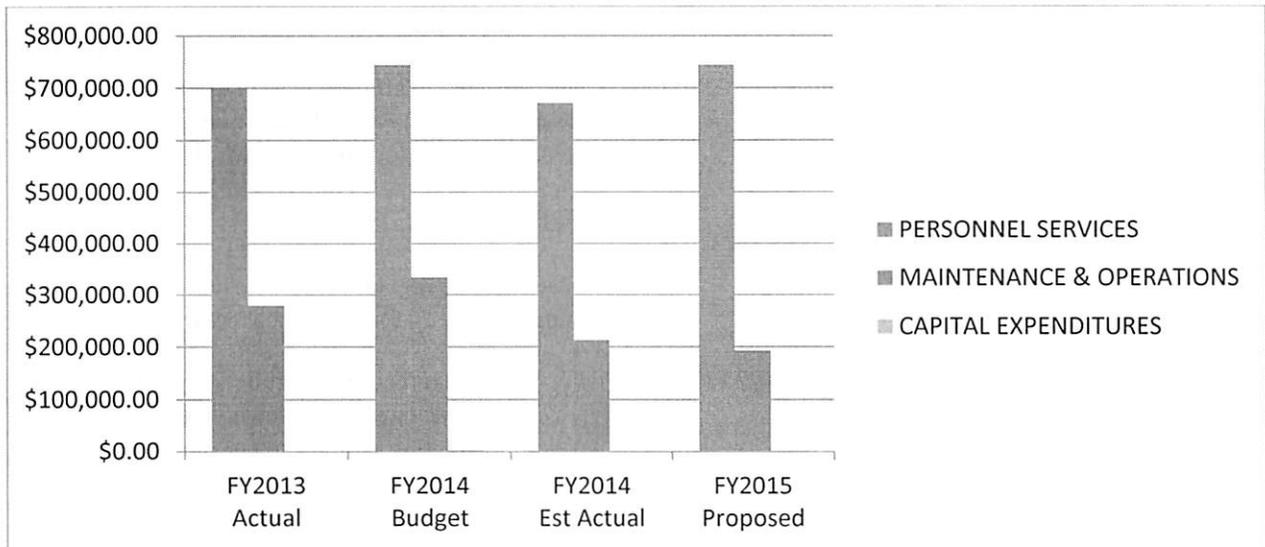
In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

- Replacement of water lines that have shown to be repeat failures.
- Installation of water lines to fulfill commitments of our annexation plan.

*Responsible for repairs and installation of city water meters and lines for our citizens.*

### EXPENDITURE BY CATEGORY

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$700,194.73	\$745,235.50	\$671,734.00	\$744,335.50	-0.12%
MAINTENANCE & OPERATIONS	\$279,607.46	\$334,161.00	\$213,062.00	\$193,381.00	-42.13%
CAPITAL EXPENDITURES	\$0.00	\$2,000.00	\$0.00	\$1,300.00	-35.00%



### AUTHORIZED PERSONNEL

Position Title	2012	2013	2014	2015
WATER DISTRIBUTION SUPERINTENDENT	1	1	1	1
WATER DISTRIBUTION LEADER II	2	2	2	2
WATER DISTRIBUTION LEADER I	1	1	1	1
PUBLIC WORKS EQUIP OPERATOR I	5	5	5	5
INVENTORY CONTROL CLERK	1	1	1	1
WATER DIST MAINT WORKER II	6	6	6	6
WATER DIST OFFICE ASSISTANT II	1	1	1	1

# POLLUTION MANAGEMENT

## Engineering

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 provided an opportunity for the department to:

- Collected and treated the waste waters of the City with minimal by-passes and no Oklahoma Department of Environmental Quality (ODEQ) violation fines.

### DESCRIPTION

Here at Muskogee Pollution Control we treat a yearly average flow of 7.0 MGD (million gallons per day or 28,400 cubic meters /day). Our permitted flow is 13.5 MGD (49,210 cubic meters/day). The average influent BOD is 150.7 mg/L per day with an average effluent BOD of 19.0 mg/L per day. See Lab for permit limits. Please look around our site to see the treatment plant for the City of Muskogee, Oklahoma.

### BUDGET HIGHLIGHTS

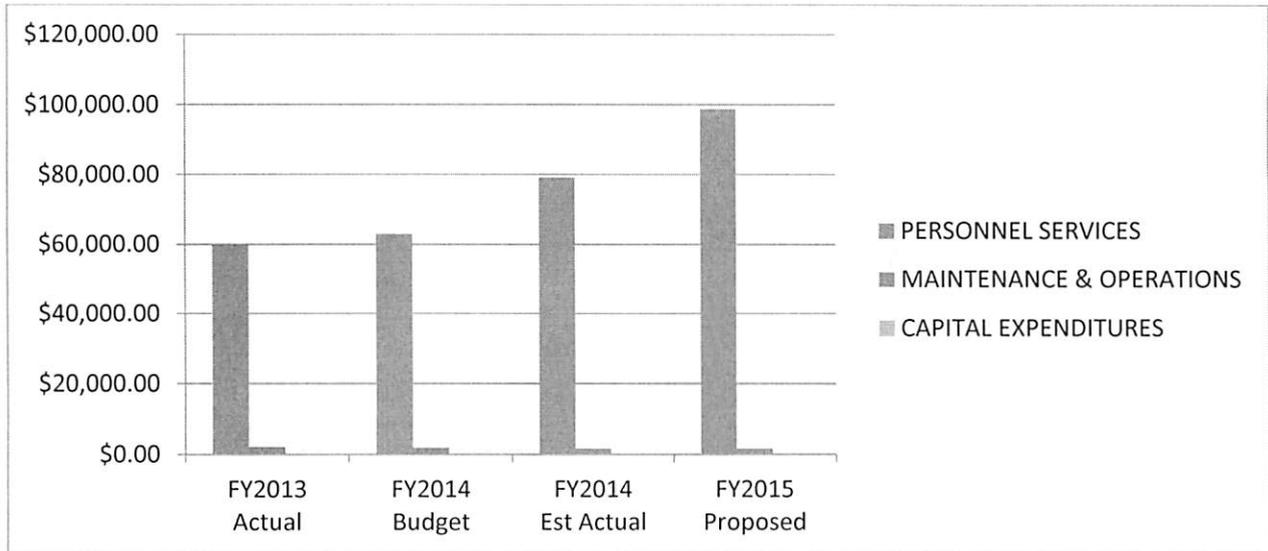
In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

- Updating our collection system by repairing and replacing sanitary sewer lines.
- Updating sanitary sewer pump stations (Lift Stations).

*Provides an environmentally safe, efficient, and cost effective wastewater treatment to the community for discharge to the Arkansas River.*

**EXPENDITURE BY CATEGORY  
ADMINISTRATION**

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$59,681.25	\$62,902.84	\$79,161.00	\$98,772.00	57.02%
MAINTENANCE & OPERATIONS	\$2,219.30	\$1,892.00	\$1,692.00	\$1,692.00	-10.57%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

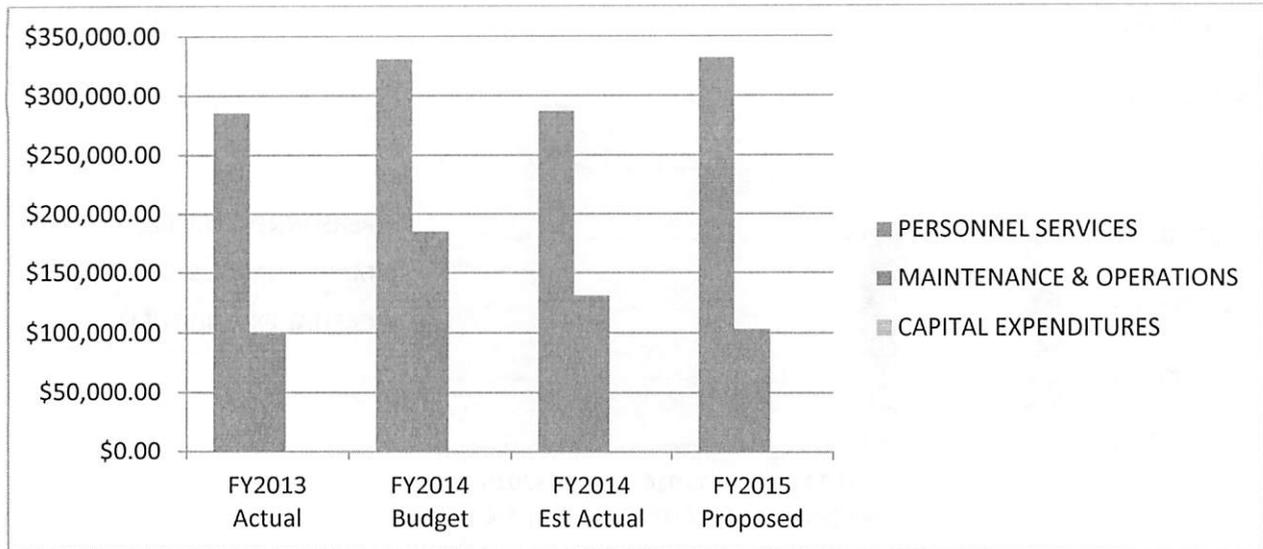


**AUTHORIZED PERSONNEL**

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
POLL CONTROL SUPERINTENDENT	1	1	1	1
POLL CONTROL OFFICE ASST II	1	1	1	1

**EXPENDITURE BY CATEGORY  
WASTE TREATMENT**

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$394,566.58	\$475,131.93	\$379,713.00	\$476,259.93	0.24%
MAINTENANCE & OPERATIONS	\$527,989.90	\$709,009.00	\$574,574.00	\$542,644.00	-23.46%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

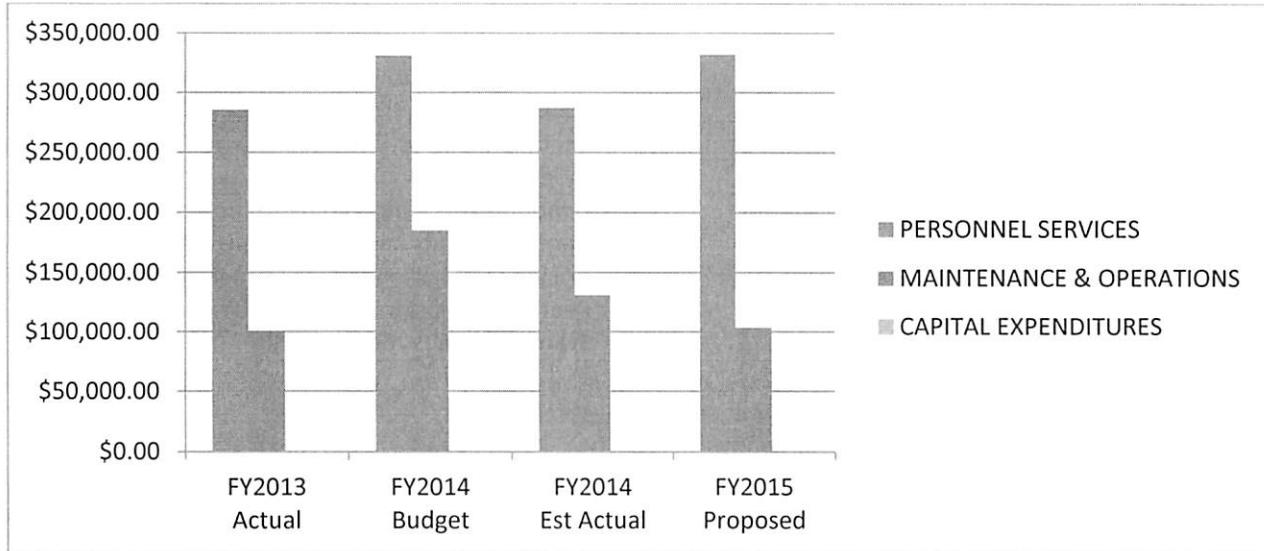


**AUTHORIZED PERSONNEL**

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
CHIEF OPERATOR	1	1	1	1
PLANT MECHANIC III	1	1	1	1
CHEMIST	1	1	1	1
ENVIRONMENTAL TECHNICIAN	1	1	1	1
ENVIRONMENTAL TECHNICIAN ASST	0	0	0	1
PLANT OPERATOR II	3	3	3	3
PLANT OPERATOR I	1	1	1	1
WATER ANALYST	1	1	1	1

**EXPENDITURE BY CATEGORY  
COLLECTIONS**

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$285,784.22	\$331,013.86	\$287,401.00	\$331,869.86	0.26%
MAINTENANCE & OPERATIONS	\$100,924.15	\$185,282.00	\$131,148.00	\$103,691.00	-44.04%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



**AUTHORIZED PERSONNEL**

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
POLL CONTROL MAINT LEADER II	2	1	1	1
WATER / SEWER MAINT LEADER I	3	2	2	2
PLANT MAINT MECHANIC III	2	1	1	1
PUBLIC WORKS EQUIP OPERATOR I	1	1	1	1
WATER / SEWER MAINT WORKER II	5	3	3	3

# PARKS RECREATION

## Culture and Recreation

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 provided an opportunity for the department to:

- Completed Phase III of Robison Park development.
- Completed Beckman Park Renovations
- Created 2 new Community Gardens at Chandler Road
- Administrative review conducted by University of Arkansas, Recreation and Sport Management
- Master program to conduct an administrative of facilities and operations
- Hatbox Entertainment, Sports, Expo Development Planning
- Grant Funding
  - Received Land and Water Conservation Fund grant towards 17 acre land acquisition
  - Received Oklahoma Trail Grant for Coody Creek Trail
  - Implemented year 3 park improvement plan, City of Muskogee Foundation funding of \$500,000

### DESCRIPTION

The Parks and Recreation Department provides recreational opportunities that compliment quality of life for Muskogee residents. The department accomplishes this through planning, securing, developing, and maintaining recreational areas. The Parks Department oversees and maintains 731 acres of park land, 15 miles of walking trails, Love Hatbox Sports Complex, River Country Family Water Park, 17 parks, and 5 splash pads. The department also administers contracts for every youth sporting activity which utilizes city facilities. Honor Heights Park is home to the Azalea Festival and the Garden of Lights and the Papilion. Recreational facilities include the Muskogee Teen Center, the Kiwanis Senior Center, the Martin Luther King Center and the Muskogee Swim and Fitness Center.

### BUDGET HIGHLIGHTS

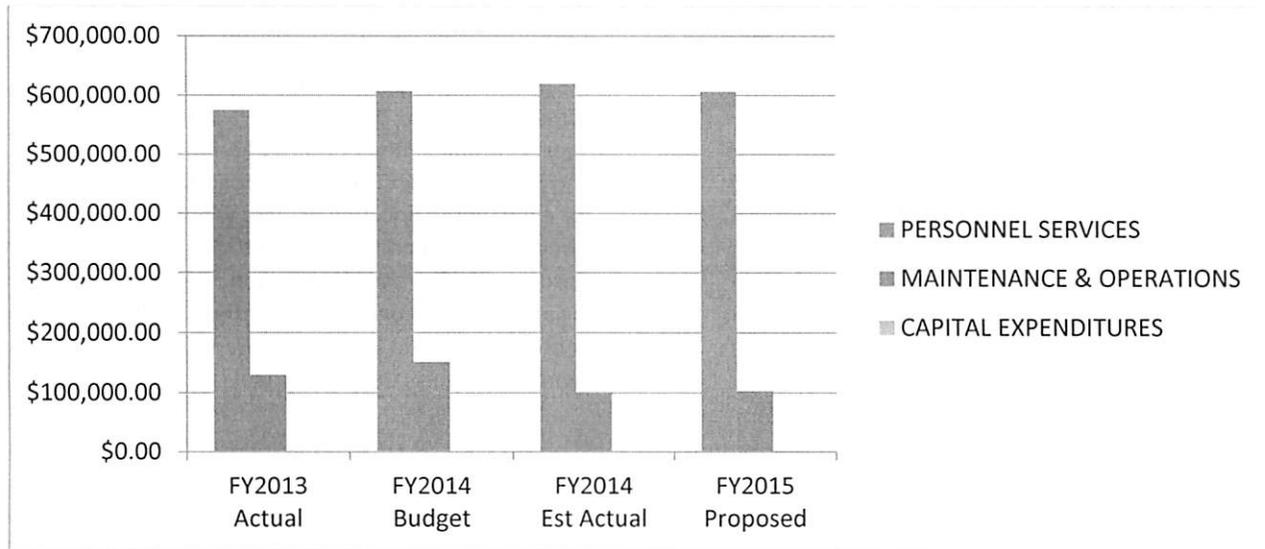
In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

- Perform facility updates, repairs and maintenance.
- Various capital improvements at Love Hatbox Sports Complex

*The Parks Department oversees and maintains 731 acres of park land, 15 miles of walking trails, Love Hatbox Sports Complex, River Country Family Water Park, 17 parks, and 5 splash pads.*

### EXPENDITURE BY CATEGORY

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$575,225.65	\$607,175.99	\$619,484.00	\$606,688.99	-0.08%
MAINTENANCE & OPERATIONS	\$129,918.65	\$151,675.00	\$99,561.00	\$103,140.00	-32.00%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



### AUTHORIZED PERSONNEL

Position Title	2012	2013	2014	2015
ASST DIRECTOR OF P&R - RECREATION	1	1	1	1
P&R MAINT LEADER III	1	1	1	1
P&R PLAYGROUND & CUST MAINT LEADER I	1	1	1	1
P&R MAINT LEADER I	1	1	1	1
POOL MAINT MECHANIC II	1	1	1	1
P&R MAINT WORKER III	1	1	1	1
POOL MAINT MECHANIC I	1	1	1	1
P&R MAINT WORKER I	1	1	1	1
RECREATION COORDINATOR	3	3	3	3
RECREATION LEADER (PT)	1	1	1	1
PROGRAMS COORDINATOR	1	1	1	1
RECREATION AIDE (PT)	1	1	1	1
CUSTODIAN	1	1	1	1
P&R OFFICE ASSISTANT II	1	1	1	1
CLARICAL AIDE (PT)	1	1	1	1

# PARKS GROUNDS & NURSERY

## Culture and Recreation

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 provided an opportunity for the department to:

- Completed Phase III of Robison Park development.
- Completed Beckman Park Renovations
- Created 2 new Community Gardens at Chandler Road
- Administrative review conducted by University of Arkansas, Recreation and Sport Management
- Master program to conduct an administrative of facilities and operations
- Hatbox Entertainment, Sports, Expo Development Planning
- Grant Funding
  - Received Land and Water Conservation Fund grant towards 17 acre land acquisition
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### DESCRIPTION

The Parks and Recreation Department provides recreational opportunities that compliment quality of life for Muskogee residents. The department accomplishes this through planning, securing, developing, and maintaining recreational areas. The Parks Department oversees and maintains 731 acres of park land, 15 miles of walking trails, Love Hatbox Sports Complex, River Country Family Water Park, 17 parks, and 5 splash pads. The department also administers contracts for every youth sporting activity which utilizes city facilities. Honor Heights Park is home to the Azalea Festival and the Garden of Lights and the Papilion. Recreational facilities include the Muskogee Teen Center, the Kiwanis Senior Center, the Martin Luther King Center and the Muskogee Swim and Fitness Center.

### BUDGET HIGHLIGHTS

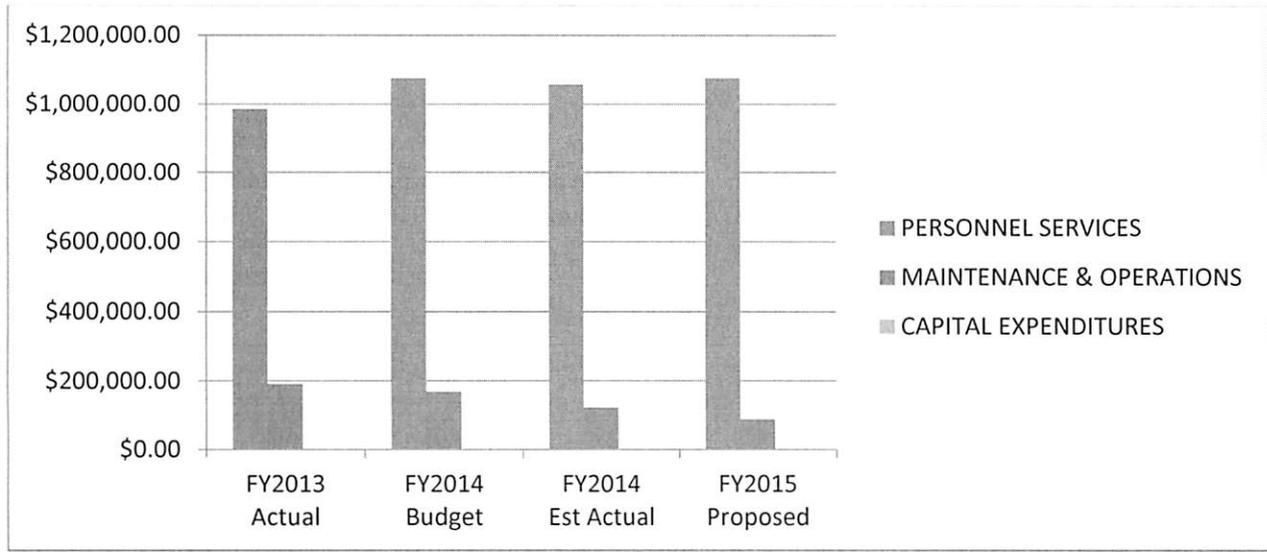
In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

- Perform facility updates, repairs and maintenance.
- Acquire grounds maintenance equipment necessary to parks/grounds upkeep.

*Recreational facilities include the Muskogee Teen Center, the Kiwanis Senior Center, the Martin Luther King Center and the Muskogee Swim and Fitness Center.*

### EXPENDITURE BY CATEGORY

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$986,296.48	\$1,076,758.40	\$1,057,857.00	\$1,076,496.40	-0.02%
MAINTENANCE & OPERATIONS	\$192,119.87	\$169,601.00	\$122,455.00	\$88,425.00	-47.86%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



### AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
PARKS & RECREATION DIR	1	1	1	1
ASST DIRECTOR OF P&R - PARKS	1	1	1	1
P&R PROGRAMS COORDINATOR	1	1	1	1
P&R MAINTENANCE LEADER II	2	2	2	2
BUTTERFLY PAVILION - HORT & ZLGCL TECH	1	1	1	1
P&R OFFICE ADMINISTRATOR II	1	1	1	1
P&R MAINTENANCE LEADER I	4	4	4	2
P&R MAINT WORKER III	1	1	1	2
FORESTRY SUPERVISOR	1	1	1	1
P&R MAINT WORKER III	9	9	9	9
P&R OFFICE ASST I	1	1	1	1
FORESTRY MAINT WORKER	1	1	1	1
FORESTRY MAINT LEADER I	1	1	1	2

# LIBRARY

## Culture and Recreation

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 provided an opportunity for the department to:

- Updated both elevators.
- Repaired roof and roof drains.

### DESCRIPTION

Eastern Oklahoma District Library System welcomes and supports all people through equal access to information and quality services that build on traditions of the past and innovate for the future in pursuit of enhanced quality of life.

### BUDGET HIGHLIGHTS

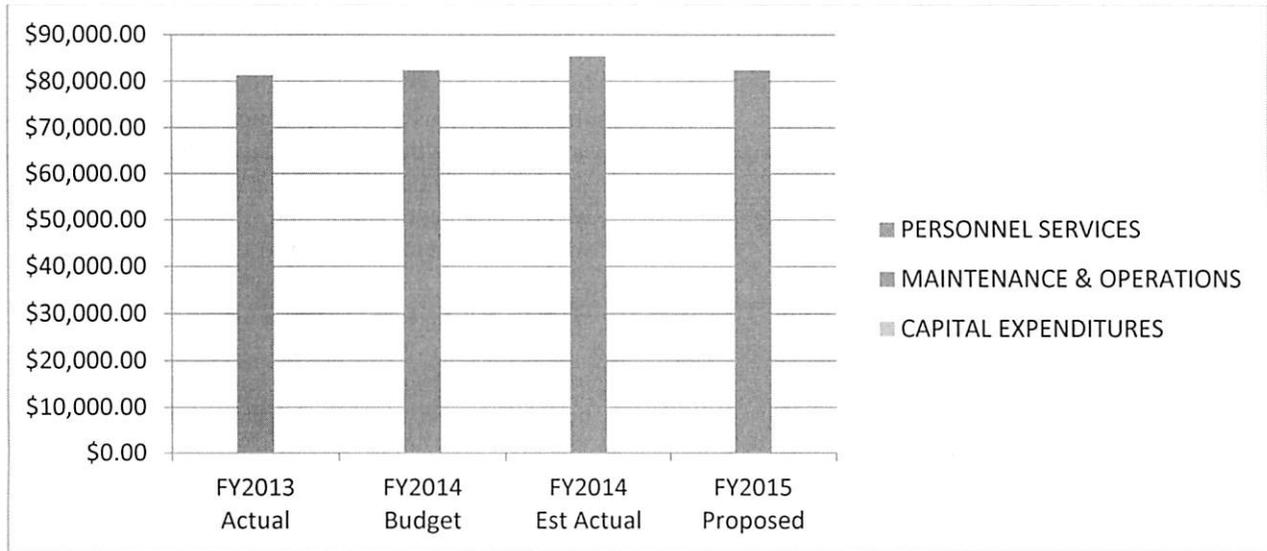
In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

- Replace interior and exterior automatic entrance doors.
- Provide proper maintenance and care for the library facilities.

*The Muskogee Public Library provides many community resources in a central location. Literacy programs such as Summer reading, youth and adult literacy programs.*

### EXPENDITURE BY CATEGORY

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
MAINTENANCE & OPERATIONS	\$81,325.09	\$82,406.00	\$85,348.00	\$82,406.00	0.00%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



### AUTHORIZED PERSONNEL

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
NO PERSONNEL IDENTIFIED	0	0	0	0

# CEMETERY

## Culture and Recreation

### PROJECT STATUS AND ACCOMPLISHMENTS

The FY 2013-2014 provided an opportunity for the department to:

- Completed tear down of old office and built new office.
- Remodeled and added on to shop building.
- Constructed our new pavilion.

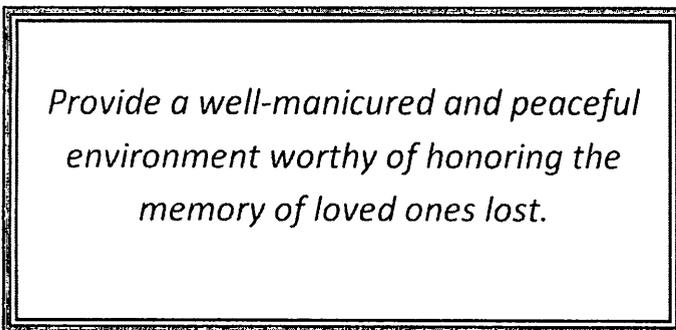
### DESCRIPTION

Greenhill Cemetery was established in the late 1800s' although not officially until 1901. Around 1911 all bodies were removed from the burial grounds known as The Muskogee Burial Association and reinterred here in various locations. The cemetery has gone thru many changes over the last 100 plus years with many of this community's leaders finding it to be their final resting place. We currently inter 185 – 210 annually but as the trend goes more towards cremation we are learning to adapt, and strive to accommodate those who chose this method over traditional burial.

### BUDGET HIGHLIGHTS

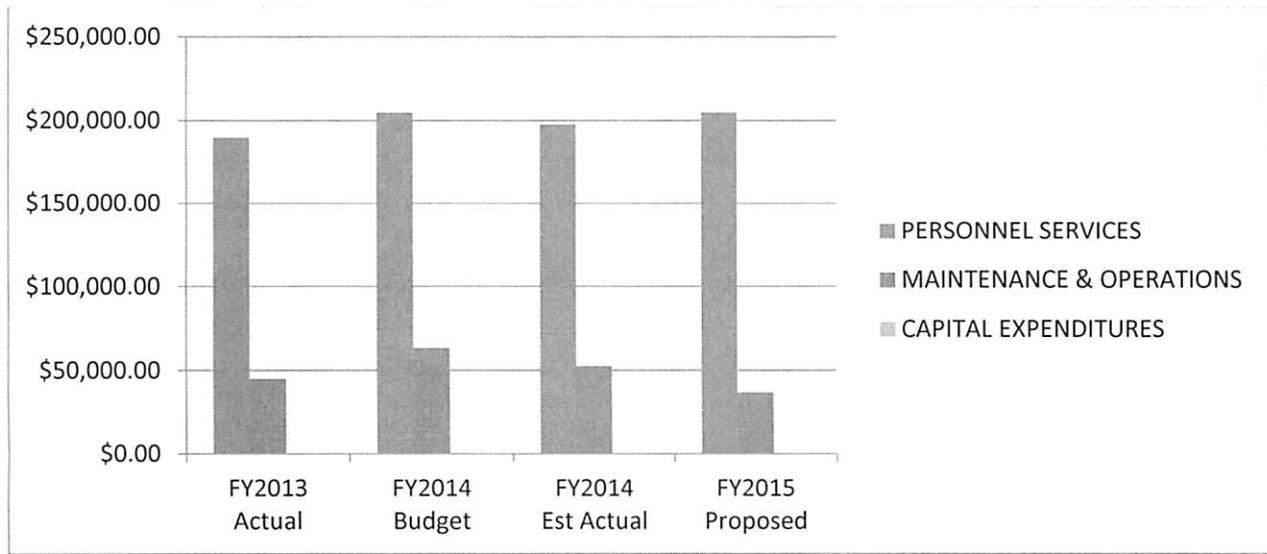
In addition to regular responsibilities, the recommended budget for FY 2014-2015 will allow the department to:

- Road Improvements inside the Cemetery.
- Install sidewalk to separate the newly created cremation only burial sites form the Jewish section of the cemetery.



### EXPENDITURE BY CATEGORY

Expenditure Category	FY2013 Actual	FY2014 Budget	FY2014 Est Actual	FY2015 Proposed	Percent Change
PERSONNEL SERVICES	\$189,767.99	\$204,729.08	\$197,622.00	\$204,728.36	0.00%
MAINTENANCE & OPERATIONS	\$45,274.96	\$63,429.00	\$52,642.00	\$37,073.00	-41.55%
CAPITAL EXPENDITURES	\$0.00	\$0.00	\$0.00	\$0.00	0.00%



### AUTHORIZED PERSONNEL

Position Title	2012	2013	2014	2015
CEMETERY SUPERINTENDENT	1	1	1	1
CEMETERY MAINT WORKER II	2	2	2	2
CEMETERY MAINT WORKER III	1	1	1	1
CEMETERY OFFICE ASST I	1	1	1	1
* PART TIME	2	2	2	2

# OTHER FUNDS

*The past 5 years have proven that Muskogee's sound fiscal policy and priorities have endured the economic instability experienced at a national level. Although sales tax remains flat, Muskogee leaders are aggressively pursuing retail and industrial growth in order to continue to provide and improve necessary infrastructure and City services.*



# RIVER COUNTRY WATER PARK

## Enterprise Funds

### DESCRIPTION

River Country is a 5-acre family water park that provides a vast array of attractions that appeal to people of all ages. Features designed for toddlers and smaller children include a zero-depth entrance leisure pool, water playground, and wet/dry sand playground. Older children and teens tend to enjoy the water walk and high-energy flume slides. The lazy river, sand volleyball court, open green space, and plenty of shade are attractions especially enjoyed by the adult visitors. Provide for 75 seasonal operating staff; Perform facility updates, repairs and maintenance; Provide marketing funds for regional advertising.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Interest	\$0.00	\$100.00	\$0.00	\$0.00
Charge for Services	\$509,866.90	\$544,000.00	\$544,000.00	\$544,000.00
<b>TOTAL REVENUES</b>	<b>\$509,866.90</b>	<b>\$544,100.00</b>	<b>\$544,000.00</b>	<b>\$544,000.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$509,866.90</b>	<b>\$544,100.00</b>	<b>\$544,000.00</b>	<b>\$544,000.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$248,583.51	\$244,653.00	\$244,650.00	\$244,653.00
Other Services	\$191,761.40	\$292,947.00	\$293,000.00	\$292,447.00
Miscellaneous	\$0.00	\$0.00	\$158,695.63	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$440,344.91</b>	<b>\$537,600.00</b>	<b>\$696,345.63</b>	<b>\$537,100.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$69,521.99</b>	<b>\$6,500.00</b>	<b>-\$152,345.63</b>	<b>\$6,900.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$93,931.69</b>	<b>\$4,239.37</b>	<b>\$163,453.68</b>	<b>\$11,108.05</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$163,453.68</b>	<b>\$10,739.37</b>	<b>\$11,108.05</b>	<b>\$18,008.05</b>

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
WATERPARK POOL MANAGER (SEASONAL)	1	1	3	3
WATERPARK ASSISTANT POOL MANAGER (SEASONAL)	2	2	0	0
WATERPARK HEAD GUARD (SEASONAL)	3	3	3	3
WATERPARK LIFEGUARD (SEASONAL)	52	52	52	52

# LOVE/HATBOX SPORTS COMPLEX

## Enterprise Funds

### DESCRIPTION

Love-Hatbox Sports Complex is a multi-recreational facility with over 300 acres located on Muskogee's west side. Love-Hatbox has become a sports and tourist destination for thousands of Muskogeeans and visitors throughout the year. Facilities include 10 baseball fields, 8 softball fields, 2 football fields, 30 acres of soccer fields, a skate park and the 3 mile Centennial Trail loop.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Interest	\$0.00	\$0.00	\$0.00	\$0.00
Charge for Services	\$75,929.96	\$83,200.00	\$83,200.00	\$89,529.00
<b>TOTAL REVENUES</b>	<b>\$75,929.96</b>	<b>\$83,200.00</b>	<b>\$83,200.00</b>	<b>\$89,529.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$158,695.63	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$75,929.96</b>	<b>\$83,200.00</b>	<b>\$241,895.63</b>	<b>\$89,529.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$60,322.18	\$54,500.00	\$45,000.00	\$54,500.00
Other Services	\$93,532.41	\$127,500.00	\$75,000.00	\$79,000.00
Miscellaneous	\$0.00			
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$153,854.59</b>	<b>\$182,000.00</b>	<b>\$120,000.00</b>	<b>\$133,500.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>-\$77,924.63</b>	<b>-\$98,800.00</b>	<b>\$121,895.63</b>	<b>-\$43,971.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$0.00</b>	<b>\$4,239.37</b>	<b>-\$77,924.63</b>	<b>\$43,971.00</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>-\$77,924.63</b>	<b>-\$94,560.63</b>	<b>\$43,971.00</b>	<b>\$0.00</b>

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
ENTERPRISE FUND MANAGER	1	1	1	1
ASSISTANT CONCESSION MANAGER (SEASONAL)	2	2	2	2
TEAM LEADER (SEASONAL)	4	4	4	4
CONCESSION WORKER (SEASONAL)	45	45	45	51
BALLFIELD WORKER (SEASONAL)	5	5	5	5
CASHIER (SEASONAL)	6	6	6	0

# SWIM AND FITNESS CENTER

## Enterprise Funds

### DESCRIPTION

The Muskogee Swim & Fitness Center has an estimated 2,000 members, offering an array of exercise equipment, an extensive selection of land and aquatic exercise classes, lap swimming and competitive swimming programs. The 20,000 sq. ft. facility includes the following programs: Cardio/Strength/Stretch, Aerobic Center; and Aquatic Center.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Interest	\$0.00	\$0.00	\$0.00	\$0.00
Charge for Services	\$558,027.42	\$549,200.00	\$549,200.00	\$549,200.00
<b>TOTAL REVENUES</b>	<b>\$558,027.42</b>	<b>\$549,200.00</b>	<b>\$549,200.00</b>	<b>\$549,200.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$558,027.42</b>	<b>\$549,200.00</b>	<b>\$549,200.00</b>	<b>\$549,200.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$306,358.38	\$351,050.00	\$351,000.00	\$345,650.00
Other Services	\$154,655.61	\$223,986.00	\$224,000.00	\$269,800.00
Capital Outlay		\$0.00		
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$461,013.99</b>	<b>\$575,036.00</b>	<b>\$575,000.00</b>	<b>\$615,450.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$97,013.43</b>	<b>-\$25,836.00</b>	<b>-\$25,800.00</b>	<b>-\$66,250.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$99,351.43</b>	<b>\$4,239.37</b>	<b>\$196,364.86</b>	<b>\$170,564.86</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$196,364.86</b>	<b>-\$21,596.63</b>	<b>\$170,564.86</b>	<b>\$104,314.86</b>

Position Title	2012	2013	2014	2015
RECREATION FACILITY MANAGER	1	1	1	1
RECREATION FACILITY MEMBERSHIP COORDINATOR	1	1	1	1
AQUATIC SUPERVISOR	1	1	1	1
CUSTODIAN (PT)	1	1	1	1
FITNESS COORDINATOR	2	2	2	2
FITNESS TECHNICIAN (PT)	5	5	5	5
FRONT DESK ATTENDANT	5	5	5	5
LIFEGUARD (PT)	10	10	10	10

# ROXY THEATER

## Enterprise Funds

### DESCRIPTION

The Historical Roxy Theater originally opened in 1948 as a movie theater. The Roxy re-opened as a multi-purpose venue. Seating 300 people, the Roxy is a showcase for local talent as well as professional touring acts. The theater officially opened its doors to the public again in August 2001 after being closed for over 30 years. With a prime location in downtown Muskogee, the Roxy is in close proximity to the Muskogee Civic Center, Muskogee Chamber of Commerce, Three Rivers Museum, and other downtown businesses and restaurants.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Interest	\$0.00	\$0.00	\$0.00	\$0.00
Charge for Services	\$14,560.85	\$30,710.00	\$22,000.00	\$22,000.00
<b>TOTAL REVENUES</b>	<b>\$14,560.85</b>	<b>\$30,710.00</b>	<b>\$22,000.00</b>	<b>\$22,000.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$16,162.65	\$10,000.00	\$35,000.00	\$10,000.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$30,723.50</b>	<b>\$40,710.00</b>	<b>\$57,000.00</b>	<b>\$32,000.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	
Other Services	\$34,904.91	\$0.00	\$56,500.00	\$30,000.00
Capital Outlay	\$0.00	\$0.00		
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$34,904.91</b>	<b>\$0.00</b>	<b>\$56,500.00</b>	<b>\$30,000.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>-\$4,181.41</b>	<b>\$40,710.00</b>	<b>\$500.00</b>	<b>\$2,000.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$3,457.60</b>	<b>\$4,239.37</b>	<b>-\$723.81</b>	<b>-\$223.81</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>-\$723.81</b>	<b>\$44,949.37</b>	<b>-\$223.81</b>	<b>\$1,776.19</b>

# CIVIC CENTER

## Enterprise Funds

### DESCRIPTION

The Muskogee Civic Center located in the heart of Muskogee offers versatility in meeting space that is quite unexpected for a city of this size. The Muskogee Center offers more than 8,500 square feet of meeting spaces between six meeting rooms of various sizes. Arena capacity 3,600 seats

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Interest	\$0.00	\$0.00	\$0.00	\$0.00
Charge for Services	\$154,688.65	\$259,257.00	\$160,000.00	\$175,000.00
<b>TOTAL REVENUES</b>	<b>\$154,688.65</b>	<b>\$259,257.00</b>	<b>\$160,000.00</b>	<b>\$175,000.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$468,951.25	\$300,000.00	\$375,000.00	\$300,000.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$623,639.90</b>	<b>\$559,257.00</b>	<b>\$535,000.00</b>	<b>\$475,000.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$264,186.99	\$272,190.00	\$258,500.00	\$270,380.00
Other Services	\$238,920.93	\$243,782.00	\$250,000.00	\$216,620.00
Miscellaneous	\$0.00	\$0.00		
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$503,107.92</b>	<b>\$515,972.00</b>	<b>\$508,500.00</b>	<b>\$487,000.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$120,531.98</b>	<b>\$43,285.00</b>	<b>\$26,500.00</b>	<b>-\$12,000.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>-\$46,770.79</b>	<b>\$4,239.37</b>	<b>\$73,761.19</b>	<b>\$100,261.19</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$73,761.19</b>	<b>\$47,524.37</b>	<b>\$100,261.19</b>	<b>\$88,261.19</b>

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
Civic Center/Theater Manager	1	1	1	1
Civic Center/Theater Maintenance Worker III	2	2	1	1
Civic Center/Theater Maintenance Worker I	3	3	4	4
Civic Center/Theater Office Assistant II	1	1	1	1

# COMMUNITY CLEANUP

## Other Funds

### DESCRIPTION

The Community Clean Up Fund provides revenue to the City Wide Cleanup Program of the Public Works Department, which provides bulk item pick up from households across the city and funds the City's regular Free Dump Days at the city landfill. This fund is primarily funded through weed abatement.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Charge for Services	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous	\$31,343.84	\$15,000.00	\$6,051.00	\$15,000.00
<b>TOTAL REVENUES</b>	<b>\$31,343.84</b>	<b>\$15,000.00</b>	<b>\$6,051.00</b>	<b>\$15,000.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$50,000.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$31,343.84</b>	<b>\$15,000.00</b>	<b>\$56,051.00</b>	<b>\$15,000.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00			
Other Services	\$23,715.63	\$10,000.00	\$7,900.00	\$30,000.00
Miscellaneous	\$0.00			
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$23,715.63</b>	<b>\$10,000.00</b>	<b>\$7,900.00</b>	<b>\$30,000.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$7,628.21</b>	<b>\$5,000.00</b>	<b>\$48,151.00</b>	<b>-\$15,000.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>-\$14,817.00</b>	<b>-\$7,187.00</b>	<b>-\$7,188.79</b>	<b>\$28,862.21</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>-\$7,188.79</b>	<b>-\$2,187.00</b>	<b>\$40,962.21</b>	<b>\$13,862.21</b>

# STREET AND ALLEY

## Other Funds

### DESCRIPTION

The Street and Alley Fund provides revenue to fund street maintenance and improvements by the Public Works Department. The fund is primarily funded by taxation on motor vehicles, commercial vehicles, and gasoline sales.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Commercial Vehicle Tax	\$254,009.22	\$290,000.00	\$298,574.00	\$290,000.00
Sales Taxes	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00
Gasoline Tax	\$59,694.00	\$76,000.00	\$71,000.00	\$76,000.00
Miscellaneous	\$32.68		\$1,900.00	
<b>TOTAL REVENUES</b>	<b>\$463,735.90</b>	<b>\$516,000.00</b>	<b>\$521,474.00</b>	<b>\$516,000.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$463,735.90</b>	<b>\$516,000.00</b>	<b>\$521,474.00</b>	<b>\$516,000.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$382,140.77	\$517,074.00	\$423,573.08	\$518,000.00
Miscellaneous	\$0.00			
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$382,140.77</b>	<b>\$517,074.00</b>	<b>\$423,573.08</b>	<b>\$518,000.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$81,595.13</b>	<b>-\$1,074.00</b>	<b>\$97,900.92</b>	<b>-\$2,000.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$21,700.94</b>	<b>\$139,753.00</b>	<b>\$103,296.07</b>	<b>\$201,196.99</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$103,296.07</b>	<b>\$138,679.00</b>	<b>\$201,196.99</b>	<b>\$199,196.99</b>

# SOLID WASTE

## Other Funds

### DESCRIPTION

The Solid Waste fund is monies set aside for capital purchase of sanitation trucks and equipment.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Refuse Collection and Disposal	\$248,396.66	\$376,015.00	\$346,250.00	\$368,000.00
Miscellaneous	\$393.91	\$600.00	\$80.00	\$600.00
<b>TOTAL REVENUES</b>	<b>\$248,790.57</b>	<b>\$376,615.00</b>	<b>\$346,330.00</b>	<b>\$368,600.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$248,790.57</b>	<b>\$376,615.00</b>	<b>\$346,330.00</b>	<b>\$368,600.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$214,791.54	\$243,000.00	\$223,000.00	\$368,000.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$214,791.54</b>	<b>\$243,000.00</b>	<b>\$223,000.00</b>	<b>\$368,000.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$33,999.03</b>	<b>\$133,615.00</b>	<b>\$123,330.00</b>	<b>\$600.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>-\$35,275.81</b>	<b>-\$1,276.78</b>	<b>-\$1,276.78</b>	<b>\$122,053.22</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>-\$1,276.78</b>	<b>\$132,338.22</b>	<b>\$122,053.22</b>	<b>\$122,653.22</b>

# STORMWATER

## Other Funds

### DESCRIPTION

The Storm Water Maintenance Division ensures drainage systems of public right-of-way and improved drainage systems accepted by the City are free of uncontrolled growth and blockages. The stormwater budget for FY2015 will allow the commencement of the Elliot-Belmont Detention and Drainage Project; Acquire more educational materials to distribute to city residents.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Stormwater Fees	\$768,904.50	\$816,000.00	\$1,002,810.00	\$1,002,810.00
Miscellaneous	\$10,359.86	\$500.00	\$1,500.00	\$500.00
<b>TOTAL REVENUES</b>	<b>\$779,264.36</b>	<b>\$816,500.00</b>	<b>\$1,004,310.00</b>	<b>\$1,003,310.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$779,264.36</b>	<b>\$816,500.00</b>	<b>\$1,004,310.00</b>	<b>\$1,003,310.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$36,133.84	\$91,338.48	\$36,191.00	\$37,740.00
Other Services	\$231,048.64	\$269,470.00	\$305,502.00	\$254,765.00
Capital Outlay	\$55,890.00	\$225,500.00	\$208,241.00	\$0.00
Debt Service	\$0.00	\$385,000.00	\$600,000.00	\$600,000.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$323,072.48</b>	<b>\$971,308.48</b>	<b>\$1,149,934.00</b>	<b>\$892,505.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$456,191.88</b>	<b>-\$154,808.48</b>	<b>-\$145,624.00</b>	<b>\$110,805.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$818,684.47</b>	<b>\$1,291,550.87</b>	<b>\$1,274,876.35</b>	<b>\$1,129,252.35</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$1,274,876.35</b>	<b>\$1,136,742.39</b>	<b>\$1,129,252.35</b>	<b>\$1,240,057.35</b>

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
STORMWATER QUALITY TECHNICIAN	1	1	1	1

# SALES TAX CAPITAL OUTLAY

## Other Funds

### DESCRIPTION

The Capital Outlay Fund provides revenue to fund major purchases of new equipment for the City. It is funded primarily by a special earmarked 0.5% permanent sales tax adopted in 1991.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Sales Taxes	\$1,161,132.92	\$1,130,434.00	\$1,157,500.00	\$1,184,618.00
Miscellaneous	\$417.77	\$2,000.00	\$18,873.50	\$500.00
<b>TOTAL REVENUES</b>	<b>\$1,161,550.69</b>	<b>\$1,132,434.00</b>	<b>\$1,176,373.50</b>	<b>\$1,185,118.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$1,161,550.69</b>	<b>\$1,132,434.00</b>	<b>\$1,176,373.50</b>	<b>\$1,185,118.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$1,375,763.53	\$1,968,170.00	\$1,520,593.49	\$1,484,140.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$1,375,763.53</b>	<b>\$1,968,170.00</b>	<b>\$1,520,593.49</b>	<b>\$1,484,140.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>-\$214,212.84</b>	<b>-\$835,736.00</b>	<b>-\$344,219.99</b>	<b>-\$299,022.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$933,712.21</b>	<b>\$1,291,550.87</b>	<b>\$719,499.37</b>	<b>\$375,279.38</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$719,499.37</b>	<b>\$455,814.87</b>	<b>\$375,279.38</b>	<b>\$76,257.38</b>

# FIRE DEPARTMENT 10% CAPITAL OUTLAY

**Other Funds**

**DESCRIPTION**

The Sales Tax Capital Outlay is a permanent sales tax for capital purchases for Fire Department.

## Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Sales Taxes	\$145,141.62	\$146,000.00	\$145,013.02	\$146,000.00
Miscellaneous	\$70.48	\$100.00	\$70.00	\$500.00
<b>TOTAL REVENUES</b>	<b>\$145,212.10</b>	<b>\$146,100.00</b>	<b>\$145,083.02</b>	<b>\$146,500.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$145,212.10</b>	<b>\$146,100.00</b>	<b>\$145,083.02</b>	<b>\$146,500.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$0.00	\$0.00	\$14,852.45	\$0.00
Debt Service	\$124,982.61	\$169,850.00	\$130,130.16	\$124,982.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$124,982.61</b>	<b>\$169,850.00</b>	<b>\$144,982.61</b>	<b>\$124,982.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$20,229.49</b>	<b>-\$23,750.00</b>	<b>\$100.41</b>	<b>\$21,518.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$152,204.11</b>	<b>\$1,291,550.87</b>	<b>\$172,433.60</b>	<b>\$172,331.99</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$172,433.60</b>	<b>\$1,267,800.87</b>	<b>\$172,534.01</b>	<b>\$193,849.99</b>

# POLICE DEPARTMENT 10% CAPITAL OUTLAY

## Other Funds

### DESCRIPTION

The Sales Tax Capital Outlay is a permanent sales tax for capital purchases for Police Department.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Sales Taxes	\$145,141.62	\$146,000.00	\$145,013.02	\$146,000.00
Special Fees for Vehicles	\$0.00	\$60,000.00	\$11,800.00	\$12,000.00
Miscellaneous	\$161.80	\$100.00	\$100.00	\$100.00
<b>TOTAL REVENUES</b>	<b>\$145,303.42</b>	<b>\$206,100.00</b>	<b>\$156,913.02</b>	<b>\$158,100.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$145,303.42</b>	<b>\$206,100.00</b>	<b>\$156,913.02</b>	<b>\$158,100.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$67,106.00	\$145,000.00	\$176,858.48	\$0.00
Debt Service	\$0.00	\$0.00	\$52,500.00	\$157,500.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$67,106.00</b>	<b>\$145,000.00</b>	<b>\$229,358.48</b>	<b>\$157,500.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$78,197.42</b>	<b>\$61,100.00</b>	<b>-\$72,445.46</b>	<b>\$600.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$37,405.44</b>	<b>\$115,602.86</b>	<b>\$115,602.86</b>	<b>\$42,955.38</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$115,602.86</b>	<b>\$176,702.86</b>	<b>\$43,157.40</b>	<b>\$43,555.38</b>

# NON-UNIFORM 10% CAPITAL OUTLAY

## Other Funds

### DESCRIPTION

The Sales Tax Capital Outlay is a permanent sales tax for capital purchases for non-uniformed departments.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Sales Taxes	\$145,141.62	\$145,100.00	\$145,013.02	\$146,000.00
Miscellaneous	\$161.00	\$100.00	\$100.00	\$100.00
<b>TOTAL REVENUES</b>	<b>\$145,302.62</b>	<b>\$145,200.00</b>	<b>\$145,113.02</b>	<b>\$146,100.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$145,302.62</b>	<b>\$145,200.00</b>	<b>\$145,113.02</b>	<b>\$146,100.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$135,004.00	\$437,418.00	\$323,659.01	\$221,904.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$135,004.00</b>	<b>\$437,418.00</b>	<b>\$323,659.01</b>	<b>\$221,904.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$10,298.62</b>	<b>-\$292,218.00</b>	<b>-\$178,545.99</b>	<b>-\$75,804.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$386,390.06</b>	<b>\$396,688.68</b>	<b>\$396,688.68</b>	<b>\$217,940.67</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$396,688.68</b>	<b>\$104,470.68</b>	<b>\$218,142.69</b>	<b>\$142,136.67</b>

# EMERGENCY 911

## Other Funds

### DESCRIPTION

The Emergency 911 fund provides revenue to fund the City's share of the operations for the Muskogee City – County 911 Center. This fund is primarily funded by taxes on landlines and cellular phones.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Sales Taxes	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$649,900.81	\$568,884.00	\$568,884.00	\$568,884.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$649,900.81</b>	<b>\$568,884.00</b>	<b>\$568,884.00</b>	<b>\$568,884.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$408,000.00	\$408,000.00	\$408,000.00	\$408,000.00
Other Services	\$20,362.64	\$0.00	\$0.00	\$0.00
Capital Outlay	\$117,399.32	\$126,900.00	\$121,918.56	\$160,884.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$545,761.96</b>	<b>\$534,900.00</b>	<b>\$529,918.56</b>	<b>\$568,884.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$104,138.85</b>	<b>\$33,984.00</b>	<b>\$38,965.44</b>	<b>\$0.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$125,020.39</b>	<b>-\$20,881.54</b>	<b>-\$20,881.54</b>	<b>\$18,083.90</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>-\$20,881.54</b>	<b>\$13,102.46</b>	<b>\$18,083.90</b>	<b>\$18,083.90</b>

# CDBG SMALL CITIES

## Other Funds

### DESCRIPTION

The CDBG (Community Development Block Grant) Small Cities Fund provides revenue to fund community development activities, particularly the Community Development Department's dilapidated structure demolition program. Funding primarily comes from state grants from the Oklahoma Department of Commerce and transfers from General Fund.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
State Grants	\$0.00	\$0.00	\$96,722.00	\$95,000.00
Collections	\$110,238.39	\$0.00	\$15,339.95	\$0.00
Miscellaneous	\$135.28	\$0.00	\$177.83	\$0.00
<b>TOTAL REVENUES</b>	<b>\$110,373.67</b>	<b>\$0.00</b>	<b>\$112,239.78</b>	<b>\$95,000.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$110,373.67</b>	<b>\$0.00</b>	<b>\$112,239.78</b>	<b>\$95,000.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$152,083.48	\$256,192.00	\$19,117.42	\$300,000.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$152,083.48</b>	<b>\$256,192.00</b>	<b>\$19,117.42</b>	<b>\$300,000.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>-\$41,709.81</b>	<b>-\$256,192.00</b>	<b>\$93,122.36</b>	<b>-\$205,000.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$304,801.62</b>	<b>\$263,091.81</b>	<b>\$263,091.81</b>	<b>\$356,214.17</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$263,091.81</b>	<b>\$6,899.81</b>	<b>\$356,214.17</b>	<b>\$151,214.17</b>

# HOME GRANTS

## Other Funds

### DESCRIPTION

This fund is to make application to the Oklahoma Housing Finance Agency for down payment and closing cost assistance for citizens purchasing homes within the city limits of Muskogee. This assistance is based on income..

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
State Grants	\$0.00	\$0.00	\$0.00	\$0.00
Collections	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous	\$0.10	\$0.00	\$0.14	\$0.00
<b>TOTAL REVENUES</b>	<b>\$0.10</b>	<b>\$0.00</b>	<b>\$0.14</b>	<b>\$0.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$25,000.00	\$0.00	\$25,000.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$0.10</b>	<b>\$25,000.00</b>	<b>\$0.14</b>	<b>\$25,000.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$0.00	\$25,000.00	\$0.00	\$25,000.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$0.00</b>	<b>\$25,000.00</b>	<b>\$0.00</b>	<b>\$25,000.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$0.10</b>	<b>\$0.00</b>	<b>\$0.14</b>	<b>\$0.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$313.85</b>	<b>\$313.95</b>	<b>\$313.95</b>	<b>\$314.09</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$313.95</b>	<b>\$313.95</b>	<b>\$314.09</b>	<b>\$314.09</b>

# COMMUNITY DEVELOPMENT

## Other Funds

### DESCRIPTION

The Community Development Fund provides revenue to fund community development activities, particularly the Community Development Department's Housing Rehabilitation Program. This funding comes primarily by grants from City of Muskogee Foundation.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Foundation Grants	\$200,000.00	\$300,000.00	\$300,000.00	\$300,000.00
Collections	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous	\$428.12	\$0.00	\$0.14	\$0.00
<b>TOTAL REVENUES</b>	<b>\$200,428.12</b>	<b>\$300,000.00</b>	<b>\$300,000.14</b>	<b>\$300,000.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$200,428.12</b>	<b>\$300,000.00</b>	<b>\$300,000.14</b>	<b>\$300,000.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$195,902.00	\$300,400.00	\$303,732.75	\$300,000.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$195,902.00</b>	<b>\$300,400.00</b>	<b>\$303,732.75</b>	<b>\$300,000.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$4,526.12</b>	<b>-\$400.00</b>	<b>-\$3,732.61</b>	<b>\$0.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>-\$793.51</b>	<b>\$3,732.61</b>	<b>\$3,732.61</b>	<b>\$0.00</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$3,732.61</b>	<b>\$3,332.61</b>	<b>\$0.00</b>	<b>\$0.00</b>

# PARK DEVELOPMENT

## Other Funds

### DESCRIPTION

The Park Development Fund provides revenue to fund the Parks and Recreation Department's maintenance, development, and improvement of City parks. Funded primarily by grants from the City of Muskogee Foundation, fees from the rental of park space, and contributions.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Foundation Grants	\$1,044,665.00	\$500,000.00	\$1,044,665.00	\$500,000.00
Charges for Services	\$156,967.17	\$600.00	\$151,717.00	\$301,085.00
Miscellaneous	\$436.51	\$58,720.00	\$1,375.48	\$0.00
<b>TOTAL REVENUES</b>	<b>\$1,202,068.68</b>	<b>\$559,320.00</b>	<b>\$1,197,757.48</b>	<b>\$801,085.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$1,202,068.68</b>	<b>\$559,320.00</b>	<b>\$1,197,757.48</b>	<b>\$801,085.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$22,847.77	\$41,500.00	\$21,473.00	\$41,500.00
Other Services	\$284,144.19	\$275,800.00	\$209,234.54	\$350,000.00
Capital Outlay	\$1,405,380.87	\$634,967.00	\$917,769.00	\$500,000.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$1,712,372.83</b>	<b>\$952,267.00</b>	<b>\$1,148,476.54</b>	<b>\$891,500.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>-\$510,304.15</b>	<b>-\$392,947.00</b>	<b>\$49,280.94</b>	<b>-\$90,415.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$588,441.21</b>	<b>\$78,137.06</b>	<b>\$78,137.06</b>	<b>\$127,418.00</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$78,137.06</b>	<b>-\$314,809.94</b>	<b>\$127,418.00</b>	<b>\$37,003.00</b>

# PARK DEVELOPMENT / PAPILION

Other Funds

## DESCRIPTION

The Honor Heights Papillion Fund, an enterprise fund, provides revenue to fund the Parks and Recreation Butterfly Papillion at Honor Heights Park. This is funded primarily by user fees generated by the operations of the Butterfly Papillion.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Merchandise Sales	\$0.00	\$10,000.00	\$30,000.00	\$25,000.00
Admissions/Concessions	\$0.00	\$20,000.00	\$0.00	\$20,000.00
Rentals	\$0.00	\$20,000.00	\$5,000.00	\$20,000.00
Program Fees/Miscellaneous	\$0.00	\$17,500.00	\$0.00	\$10,000.00
<b>TOTAL REVENUES</b>	<b>\$0.00</b>	<b>\$67,500.00</b>	<b>\$35,000.00</b>	<b>\$75,000.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$0.00</b>	<b>\$67,500.00</b>	<b>\$35,000.00</b>	<b>\$75,000.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$30,000.00	\$30,000.00	\$30,000.00
Other Services	\$4,693.52	\$30,000.00	\$30,000.00	\$39,500.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$4,693.52</b>	<b>\$60,000.00</b>	<b>\$60,000.00</b>	<b>\$69,500.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>-\$4,693.52</b>	<b>\$7,500.00</b>	<b>-\$25,000.00</b>	<b>\$5,500.00</b>
PROJECTED BEGINNING FUND BALANCE	\$0.00	-\$4,693.52	-\$4,693.52	-\$4,693.52
PROJECTED ENDING FUND BALANCE	-\$4,693.52	\$2,806.48	-\$29,693.52	\$806.48

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
GIFTSHOP WORKER/BB CONCESSIONS (SEASONAL)	4	4	6	6
PAPILION OPERATIONS MANAGER (PT)	0	0	1	0
PAPILION OPERATIONS MANAGER (FT)	0	0	0	1
ASSISTANT PAPILION MANAGER (PT)	0	0	1	1

# CC HULTQUIST LIBRARY

## Other Funds

### DESCRIPTION

This fund is money bequeathed for Muskogee Public Library use that the City maintains in an investment for disbursement of interest to the library.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Interest	\$935.68	\$500.00	\$300.00	\$300.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$935.68</b>	<b>\$500.00</b>	<b>\$300.00</b>	<b>\$300.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$935.68</b>	<b>\$500.00</b>	<b>\$300.00</b>	<b>\$300.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$900.00	\$500.00	\$300.00	\$300.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$900.00</b>	<b>\$500.00</b>	<b>\$300.00</b>	<b>\$300.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$35.68</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$135,114.63</b>	<b>\$135,150.31</b>	<b>\$135,150.31</b>	<b>\$135,150.31</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$135,150.31</b>	<b>\$135,150.31</b>	<b>\$135,150.31</b>	<b>\$135,150.31</b>

# REPAIR AND REPLACEMENT

## Other Funds

### DESCRIPTION

This fund provides revenue to fund the repair and replacement of utility meters. This fund is primarily funded by the sale of water meters to the City's new utility customers.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Meter Sales	\$55,991.92	\$35,000.00	\$50,000.00	\$35,000.00
Miscellaneous	\$6,988.21	\$6,100.00	\$15,050.00	\$6,100.00
<b>TOTAL REVENUES</b>	<b>\$62,980.13</b>	<b>\$41,100.00</b>	<b>\$65,050.00</b>	<b>\$41,100.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$62,980.13</b>	<b>\$41,100.00</b>	<b>\$65,050.00</b>	<b>\$41,100.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$35,138.60	\$41,100.00	\$60,000.00	\$41,100.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$35,138.60</b>	<b>\$41,100.00</b>	<b>\$60,000.00</b>	<b>\$41,100.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$27,841.53</b>	<b>\$0.00</b>	<b>\$5,050.00</b>	<b>\$0.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$16,086.94</b>	<b>\$43,928.47</b>	<b>\$43,928.47</b>	<b>\$48,978.47</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$43,928.47</b>	<b>\$43,928.47</b>	<b>\$48,978.47</b>	<b>\$48,978.47</b>

# CAPITAL IMPROVEMENT $\frac{3}{4}$ CENT SALES TAX

## Other Funds

### DESCRIPTION

Money from the Capital Improvement Sales Tax from 2003 for water and sewer improvements. This tax has expired and this fund contains the balance of those funds.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Interest	\$43.42	\$50.00	\$25.00	\$20.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$43.42</b>	<b>\$50.00</b>	<b>\$25.00</b>	<b>\$20.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$43.42</b>	<b>\$50.00</b>	<b>\$25.00</b>	<b>\$20.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$72,780.98	\$0.00	\$5,395.00	\$0.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$33,757.57
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$72,780.98</b>	<b>\$0.00</b>	<b>\$5,395.00</b>	<b>\$33,757.57</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>-\$72,737.56</b>	<b>\$50.00</b>	<b>-\$5,370.00</b>	<b>-\$33,737.57</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$111,845.13</b>	<b>\$39,107.57</b>	<b>\$39,107.57</b>	<b>\$33,737.57</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$39,107.57</b>	<b>\$39,157.57</b>	<b>\$33,737.57</b>	<b>\$0.00</b>

# ECONOMIC DEVELOPMENT

## Other Funds

### DESCRIPTION

The Economic Development Fund provides revenue to fund the City's industrial and retail recruitment and expansion programs. The fund is primarily funded by transfers from the General Fund.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Interest	\$9.39	\$50.00	\$25.00	\$20.00
Foundation Grant	\$600,000.00	\$0.00		
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$600,009.39</b>	<b>\$50.00</b>	<b>\$25.00</b>	<b>\$20.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$600,000.00	\$900,000.00	\$900,000.00	\$900,000.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$1,200,009.39</b>	<b>\$900,050.00</b>	<b>\$900,025.00</b>	<b>\$900,020.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$600,000.00	\$605,000.00	\$617,262.68	\$1,085,000.00
Capital Outlay	\$600,000.00	\$0.00	\$0.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$1,200,000.00</b>	<b>\$605,000.00</b>	<b>\$617,262.68</b>	<b>\$1,085,000.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$9.39</b>	<b>\$295,050.00</b>	<b>\$282,762.32</b>	<b>-\$184,980.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$28,721.58</b>	<b>\$28,730.97</b>	<b>\$28,730.97</b>	<b>\$311,493.29</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$28,730.97</b>	<b>\$323,780.97</b>	<b>\$311,493.29</b>	<b>\$126,513.29</b>

# 2009 SALES TAX CAPITAL IMPROVEMENTS

## Other Funds

### DESCRIPTION

The 2009 Capital Improvement Fund provides revenue to fund the major capital improvements for City departments. The fund is funded by a 0.18% sales tax approved in 2009 to continue until 2014. This is on the ballot this June to renew.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Interest	\$0.00	\$100.00	\$25.00	\$20.00
Grants	\$455,541.00	\$0.00	\$200,000.00	
Sales Tax	\$1,045,019.64	\$1,060,000.00	\$1,044,093.00	\$439,390.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$1,500,560.64</b>	<b>\$1,060,100.00</b>	<b>\$1,244,118.00</b>	<b>\$439,410.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$1,500,560.64</b>	<b>\$1,060,100.00</b>	<b>\$1,244,118.00</b>	<b>\$439,410.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services		\$0.00	\$0.00	\$0.00
Capital Outlay	\$1,879,824.76	\$1,835,360.00	\$1,229,699.00	\$425,951.61
Debt Service	\$0.00	\$0.00	\$488,514.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$1,879,824.76</b>	<b>\$1,835,360.00</b>	<b>\$1,718,213.00</b>	<b>\$425,951.61</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>-\$379,264.12</b>	<b>-\$775,260.00</b>	<b>-\$474,095.00</b>	<b>\$13,458.39</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$906,040.73</b>	<b>\$526,776.61</b>	<b>\$526,776.61</b>	<b>\$52,681.61</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$526,776.61</b>	<b>-\$248,483.39</b>	<b>\$52,681.61</b>	<b>\$66,140.00</b>

# 2009 SEWER REHABILITATION

## Other Funds

### DESCRIPTION

The 2009 Capital Improvement Fund provides revenue to fund the major capital improvements for City departments. The fund is funded by a 0.32% sales tax approved in 2009 to continue until 2014.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Interest	\$0.00	\$2,000.00	\$25.00	\$20.00
Loan Proceeds	\$0.00	\$0.00	\$0.00	
Sales Tax	\$1,857,812.69	\$1,900,000.00	\$1,856,166.00	\$790,000.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$1,857,812.69</b>	<b>\$1,902,000.00</b>	<b>\$1,856,191.00</b>	<b>\$790,020.00</b>
<b>OTHER SOURCES</b>				
Transfers In Loan Proceeds	\$1,334,277.50	\$1,704,000.00	\$5,000,000.00	\$4,000,000.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$3,192,090.19</b>	<b>\$3,606,000.00</b>	<b>\$6,856,191.00</b>	<b>\$4,790,020.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services		\$0.00	\$0.00	\$0.00
Capital Outlay	\$1,339,680.48	\$1,704,400.00	\$5,000,000.00	\$4,000,000.00
Debt Service	\$1,680,000.00	\$1,717,000.00	\$1,680,000.00	\$1,680,000.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$3,019,680.48</b>	<b>\$3,421,400.00</b>	<b>\$6,680,000.00</b>	<b>\$5,680,000.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$172,409.71</b>	<b>\$184,600.00</b>	<b>\$176,191.00</b>	<b>-\$889,980.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$692,912.66</b>	<b>\$865,322.37</b>	<b>\$865,322.37</b>	<b>\$1,041,513.37</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$865,322.37</b>	<b>\$1,049,922.37</b>	<b>\$1,041,513.37</b>	<b>\$151,533.37</b>

# STREET MAINTENANCE / INSTALLATION

Other Funds

## DESCRIPTION

The Street Improvement Fund provides revenue to fund major improvements to the City's streets. The fund is primarily funded by a 0.25% permanent sales tax approved in 2009.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Interest	\$0.00	\$0.00	\$25.00	\$20.00
Loan Proceeds	\$0.00	\$0.00	\$0.00	
Sales Tax	\$1,456,483.46	\$1,470,000.00	\$1,450,130.00	\$1,464,631.30
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$1,456,483.46</b>	<b>\$1,470,000.00</b>	<b>\$1,450,155.00</b>	<b>\$1,464,651.30</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$1,456,483.46</b>	<b>\$1,470,000.00</b>	<b>\$1,450,155.00</b>	<b>\$1,464,651.30</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$902,884.57	\$1,602,472.00	\$600,000.00	\$650,000.00
Debt Service	\$903,400.00	\$982,800.00	\$840,000.00	\$840,000.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$1,806,284.57</b>	<b>\$2,585,272.00</b>	<b>\$1,440,000.00</b>	<b>\$1,490,000.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>-\$349,801.11</b>	<b>-\$1,115,272.00</b>	<b>\$10,155.00</b>	<b>-\$25,348.70</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$1,142,299.08</b>	<b>\$1,694,897.97</b>	<b>\$792,497.97</b>	<b>\$802,652.97</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$792,497.97</b>	<b>\$579,625.97</b>	<b>\$802,652.97</b>	<b>\$777,304.27</b>

# EMPLOYEE BENEFITS – NON UNIFORMED

Other Funds

## DESCRIPTION

The Employee Salary and Benefits Fund provides revenue to fund pay increases and extend employment benefits for City of Muskogee employees. The fund is primarily funded by 90% of the revenue from a 0.75% permanent sales tax approved in 2004.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Interest	\$172.39	\$500.00	\$25.00	\$20.00
Sales Tax	\$1,165,186.75	\$1,180,000.00	\$1,160,104.00	\$1,178,011.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$1,165,359.14</b>	<b>\$1,180,500.00</b>	<b>\$1,160,129.00</b>	<b>\$1,178,031.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$1,165,359.14</b>	<b>\$1,180,500.00</b>	<b>\$1,160,129.00</b>	<b>\$1,178,031.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$1,257,384.78	\$1,145,546.14	\$1,346,177.84	\$1,115,000.00
Other Services	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$1,257,384.78</b>	<b>\$1,145,546.14</b>	<b>\$1,346,177.84</b>	<b>\$1,115,000.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>-\$92,025.64</b>	<b>\$34,953.86</b>	<b>-\$186,048.84</b>	<b>\$63,031.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$374,297.59</b>	<b>\$282,099.56</b>	<b>\$282,099.56</b>	<b>\$96,050.72</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$282,271.95</b>	<b>\$317,053.42</b>	<b>\$96,050.72</b>	<b>\$159,081.72</b>

# EMPLOYEE BENEFITS - POLICE

## Other Funds

### DESCRIPTION

The Employee Salary and Benefits Fund provides revenue to fund pay increases and extend employment benefits for City of Muskogee employees. The fund is primarily funded by 90% of the revenue from a 0.75% permanent sales tax approved in 2004.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Interest	\$93.86	\$500.00	\$25.00	\$20.00
Sales Tax	\$1,165,186.75	\$1,165,000.00	\$1,160,104.00	\$1,178,011.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$1,165,280.61</b>	<b>\$1,165,500.00</b>	<b>\$1,160,129.00</b>	<b>\$1,178,031.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$1,165,280.61</b>	<b>\$1,165,500.00</b>	<b>\$1,160,129.00</b>	<b>\$1,178,031.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$1,152,044.02	\$1,145,546.14	\$1,321,736.00	\$1,115,000.00
Other Services	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$1,152,044.02</b>	<b>\$1,145,546.14</b>	<b>\$1,321,736.00</b>	<b>\$1,115,000.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$13,236.59</b>	<b>\$19,953.86</b>	<b>-\$161,607.00</b>	<b>\$63,031.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$249,889.37</b>	<b>\$263,125.96</b>	<b>\$263,125.96</b>	<b>\$101,518.96</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$263,125.96</b>	<b>\$283,079.82</b>	<b>\$101,518.96</b>	<b>\$164,549.96</b>

# EMPLOYEE BENEFITS - FIRE

## Other Funds

### DESCRIPTION

The Employee Salary and Benefits Fund provides revenue to fund pay increases and extend employment benefits for City of Muskogee employees. The fund is primarily funded by 90% of the revenue from a 0.75% permanent sales tax approved in 2004.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Interest	\$71.14	\$1,000.00	\$25.00	\$20.00
Sales Tax	\$1,165,186.75	\$1,166,348.00	\$1,160,104.00	\$1,178,011.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$1,165,257.89</b>	<b>\$1,167,348.00</b>	<b>\$1,160,129.00</b>	<b>\$1,178,031.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$1,165,257.89</b>	<b>\$1,167,348.00</b>	<b>\$1,160,129.00</b>	<b>\$1,178,031.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$745,137.92	\$1,094,058.50	\$1,067,080.00	\$1,070,000.00
Other Services		\$0.00	\$0.00	\$0.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$745,137.92</b>	<b>\$1,094,058.50</b>	<b>\$1,067,080.00</b>	<b>\$1,070,000.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$420,119.97</b>	<b>\$73,289.50</b>	<b>\$93,049.00</b>	<b>\$108,031.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$118,311.67</b>	<b>\$538,431.64</b>	<b>\$538,431.64</b>	<b>\$558,456.64</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$538,431.64</b>	<b>\$611,721.14</b>	<b>\$631,480.64</b>	<b>\$666,487.64</b>

# CIVIC CENTER RENOVATION

## Other Funds

### DESCRIPTION

The Civic Center Renovation Fund provides revenue to fund building improvements and is primarily funded by the residual revenues from a lapsed sales tax.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Interest	\$71.24	\$100.00	\$100.00	\$100.00
Sales Tax	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$71.24</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>\$100.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$71.24</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>\$100.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$36,752.65	\$58,626.00	\$84,182.00	\$57,000.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$36,752.65</b>	<b>\$58,626.00</b>	<b>\$84,182.00</b>	<b>\$57,000.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>-\$36,681.41</b>	<b>-\$58,526.00</b>	<b>-\$84,082.00</b>	<b>-\$56,900.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$177,835.80</b>	<b>\$141,154.39</b>	<b>\$141,154.39</b>	<b>\$57,072.39</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$141,154.39</b>	<b>\$82,628.39</b>	<b>\$57,072.39</b>	<b>\$172.39</b>

# CEMETERY PERPETUAL CARE

## Other Funds

### DESCRIPTION

The Cemetery Perpetual Care Fund provides revenue to fund building and ground improvements to Greenhill Cemetery. This is primarily funded by the sale of cemetery plots at the cemetery.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Interest	\$203.50	\$1,200.00	\$100.00	\$100.00
Cemetery Receipts	\$10,710.25	\$12,000.00	\$12,000.00	\$12,000.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$10,913.75</b>	<b>\$13,200.00</b>	<b>\$12,100.00</b>	<b>\$12,100.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$10,913.75</b>	<b>\$13,200.00</b>	<b>\$12,100.00</b>	<b>\$12,100.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services		\$0.00	\$0.00	\$0.00
Capital Outlay	\$156,875.75	\$0.00	\$131,413.02	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$156,875.75</b>	<b>\$0.00</b>	<b>\$131,413.02</b>	<b>\$0.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>-\$145,962.00</b>	<b>\$13,200.00</b>	<b>-\$119,313.02</b>	<b>\$12,100.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$435,045.23</b>	<b>\$289,083.23</b>	<b>\$289,083.23</b>	<b>\$169,770.21</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$289,083.23</b>	<b>\$302,283.23</b>	<b>\$169,770.21</b>	<b>\$181,870.21</b>

# 75 LIMITED ACCESS B

## Other Funds

### DESCRIPTION

This fund is to be used for improvement of the Court Street Viaduct.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Interest	\$28.23	\$100.00	\$100.00	\$100.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$28.23</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>\$100.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$28.23</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>\$100.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$0.00	\$0.00	\$0.00	\$0.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$28.23</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>\$100.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$70,491.64</b>	<b>\$70,519.87</b>	<b>\$70,519.87</b>	<b>\$70,619.87</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$70,519.87</b>	<b>\$70,619.87</b>	<b>\$70,619.87</b>	<b>\$70,719.87</b>

# DAVIS FIELD AIRPORT

## Other Funds

### DESCRIPTION

Davis Field airport is owned, operated and maintained by the city of Muskogee and is serviced by all utilities. The airport consists of 1,622 acres of land, with aviation use and non-aviation areas for future development. The city can either lease land or build to suit tenant. The airport can accommodate light through heavy transport type jet aircraft. The Airport Fund is primarily funded by fees generated by the rental of hangers at Davis Field Municipal Airport.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Interest	\$126.78	\$100.00	\$100.00	\$100.00
Grants	\$1,206,532.94	\$681,019.00	\$939,652.00	\$0.00
Hangar Rentals	\$191,204.37	\$153,900.00	\$177,847.00	\$190,000.00
Grazing Leases	\$21,713.97	\$16,000.00	\$16,000.00	\$21,000.00
Miscellaneous	\$19,323.03	\$12,000.00	\$12,000.00	\$12,000.00
<b>TOTAL REVENUES</b>	<b>\$1,438,901.09</b>	<b>\$863,019.00</b>	<b>\$1,145,599.00</b>	<b>\$223,100.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$1,438,901.09</b>	<b>\$863,019.00</b>	<b>\$1,145,599.00</b>	<b>\$223,100.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$48,140.93	\$54,296.00	\$55,000.00	\$56,100.00
Other Services	\$131,874.26	\$147,746.00	\$75,000.00	\$144,735.00
Capital Outlay	\$1,473,727.57	\$660,977.00	\$939,652.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$1,653,742.76</b>	<b>\$863,019.00</b>	<b>\$1,069,652.00</b>	<b>\$200,835.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>-\$214,841.67</b>	<b>\$0.00</b>	<b>\$75,947.00</b>	<b>\$22,265.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$265,297.17</b>	<b>\$50,455.00</b>	<b>\$50,455.50</b>	<b>\$126,402.50</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$50,455.50</b>	<b>\$50,455.00</b>	<b>\$126,402.50</b>	<b>\$148,667.50</b>

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
AIRPORT MANAGER	1	1	1	1

# HOTEL/MOTEL TAX

## Other Funds

### DESCRIPTION

The Hotel/Motel tax is funded by taxes on lodging within the City of Muskogee. These funds may only be used for certain expenditures related to convention and tourism.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Interest	\$54,352.00	\$75.00	\$100.00	\$100.00
Hotel/Motel Taxes	\$795,177.04	\$820,000.00	\$820,000.00	\$820,000.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$849,529.04</b>	<b>\$820,075.00</b>	<b>\$820,100.00</b>	<b>\$820,100.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$849,529.04</b>	<b>\$820,075.00</b>	<b>\$820,100.00</b>	<b>\$820,100.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$688,000.00	\$955,000.00	\$955,000.00	\$805,000.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$688,000.00</b>	<b>\$955,000.00</b>	<b>\$955,000.00</b>	<b>\$805,000.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$161,529.04</b>	<b>-\$134,925.00</b>	<b>-\$134,900.00</b>	<b>\$15,100.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$91,437.31</b>	<b>\$252,966.35</b>	<b>\$252,966.35</b>	<b>\$118,066.35</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$252,966.35</b>	<b>\$118,041.35</b>	<b>\$118,066.35</b>	<b>\$133,166.35</b>

# INSURANCE TRUST

## Internal Service Funds

### DESCRIPTION

Fund for unemployment insurance.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous	\$51,632.67	\$15,000.00	\$6,051.00	\$7,000.00
<b>TOTAL REVENUES</b>	<b>\$51,632.67</b>	<b>\$15,000.00</b>	<b>\$6,051.00</b>	<b>\$7,000.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$51,632.67</b>	<b>\$15,000.00</b>	<b>\$6,051.00</b>	<b>\$7,000.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$21,236.10	\$30,000.00	\$8,085.00	\$5,000.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$21,236.10</b>	<b>\$30,000.00</b>	<b>\$8,085.00</b>	<b>\$5,000.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$30,396.57</b>	<b>-\$15,000.00</b>	<b>-\$2,034.00</b>	<b>\$2,000.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>-\$28,787.11</b>	<b>-\$7,187.00</b>	<b>\$1,609.46</b>	<b>-\$424.54</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$1,609.46</b>	<b>-\$22,187.00</b>	<b>-\$424.54</b>	<b>\$1,575.46</b>

# SALES TAX EMPLOYEE BENEFITS

## Internal Service Funds

### DESCRIPTION

The Sales Tax Employee Benefits fund provides revenue to fund pay increases and extend employment benefits for City employees. This is primarily funded by 90% of the revenue from a 0.75% permanent sales tax approved in 2004.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Charges for Services	\$0.00	\$0.00	\$0.00	\$0.00
Sales Taxes	\$435,424.83	\$440,000.00	\$440,000.00	\$440,000.00
<b>TOTAL REVENUES</b>	<b>\$435,424.83</b>	<b>\$440,000.00</b>	<b>\$440,000.00</b>	<b>\$440,000.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$435,424.83</b>	<b>\$440,000.00</b>	<b>\$440,000.00</b>	<b>\$440,000.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Other Services	\$373,837.91	\$410,000.00	\$410,000.00	\$410,000.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$373,837.91</b>	<b>\$410,000.00</b>	<b>\$410,000.00</b>	<b>\$410,000.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$61,586.92</b>	<b>\$30,000.00</b>	<b>\$30,000.00</b>	<b>\$30,000.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$102,721.73</b>	<b>\$164,308.65</b>	<b>\$164,308.65</b>	<b>\$194,308.65</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$164,308.65</b>	<b>\$194,308.65</b>	<b>\$194,308.65</b>	<b>\$224,308.65</b>

# LIFE AND MEDICAL

## Internal Service Funds

### DESCRIPTION

The Employee Health Insurance Fund, an internal services fund, provides revenue to fund group health insurance benefits for City employees. This fund is funded by the portion of the revenues from a 0.75% permanent sales tax approved in 2004 and from contributions by both the City and employees.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Charge for Services	\$3,735,154.54	\$4,312,218.60	\$4,400,000.00	\$4,400,000.00
Transfer from Employee Sales Tax	\$373,837.91	\$410,000.00	\$410,000.00	\$410,000.00
<b>TOTAL REVENUES</b>	<b>\$4,108,992.45</b>	<b>\$4,722,218.60</b>	<b>\$4,810,000.00</b>	<b>\$4,810,000.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$4,108,992.45</b>	<b>\$4,722,218.60</b>	<b>\$4,810,000.00</b>	<b>\$4,810,000.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Claims	\$3,639,386.06	\$3,924,000.00	\$3,924,000.00	\$3,900,000.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$3,639,386.06</b>	<b>\$3,924,000.00</b>	<b>\$3,924,000.00</b>	<b>\$3,900,000.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$469,606.39</b>	<b>\$798,218.60</b>	<b>\$886,000.00</b>	<b>\$910,000.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>-\$677,444.20</b>	<b>-\$207,837.81</b>	<b>-\$207,837.81</b>	<b>\$678,162.19</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>-\$207,837.81</b>	<b>\$590,380.79</b>	<b>\$678,162.19</b>	<b>\$1,588,162.19</b>

# WORKERS COMPENSATION

## Internal Service Funds

### DESCRIPTION

This fund, an internal services fund, provides revenue to fund group workers compensation insurance benefits for the City employees. This is primarily funded by transfers from the General Fund.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Charges for Services	\$337,906.00	\$350,000.00	\$375,000.00	\$375,000.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$337,906.00</b>	<b>\$350,000.00</b>	<b>\$375,000.00</b>	<b>\$375,000.00</b>
<b>OTHER SOURCES</b>				
Transfers In	\$187,000.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES &amp; OTHER SOURCES</b>	<b>\$524,906.00</b>	<b>\$350,000.00</b>	<b>\$375,000.00</b>	<b>\$375,000.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$0.00	\$0.00	\$0.00
Insurance Claims	\$337,956.00	\$350,000.00	\$375,000.00	\$375,000.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$337,956.00</b>	<b>\$350,000.00</b>	<b>\$375,000.00</b>	<b>\$375,000.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$186,950.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>-\$186,940.54</b>	<b>-\$186,990.54</b>	<b>\$9.46</b>	<b>\$9.46</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$9.46</b>	<b>-\$186,990.54</b>	<b>\$9.46</b>	<b>\$9.46</b>

# EQUIPMENT MAINTENANCE

## Internal Service Funds

### DESCRIPTION

The City's Equipment Management Department (EMD) operates a centralized maintenance program for City vehicles and equipment. This department provides regular preventative maintenances as well as on- and off-site unscheduled repairs through internal maintenance operations and contracted services with commercial vendors. In addition, EMD is responsible for providing fuel, oil and grease to all City departments. Other responsibilities include collision repairs, assisting other departments with skilled services and fleet management services.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
City Transfer	\$0.00	\$1,853,636.00	\$2,000,694.00	\$2,200,000.00
Departmental Charges	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUES</b>	<b>\$0.00</b>	<b>\$1,853,636.00</b>	<b>\$2,000,694.00</b>	<b>\$2,200,000.00</b>
<b>EXPENDITURES</b>				
Personnel Services	\$0.00	\$843,300.00	\$782,882.00	\$876,265.00
Maintenance & Operations	\$0.00	\$947,313.00	\$783,350.00	\$1,323,111.00
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$0.00</b>	<b>\$1,790,613.00</b>	<b>\$1,566,232.00</b>	<b>\$2,199,376.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$0.00</b>	<b>\$63,023.00</b>	<b>\$434,462.00</b>	<b>\$624.00</b>
PROJECTED BEGINNING FUND BALANCE	\$0.00	\$0.00	\$0.00	\$203.00
PROJECTED ENDING FUND BALANCE	\$0.00	\$63,023.00	\$434,462.00	\$827.00

<u>Position Title</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
Director	1	1	1	1
Superintendent	1	1	1	1
Garage Foreman	1	1	1	1
Mechanic III	0	1	1	1
Mechanic II	7	9	9	9
Mechanic I	5	3	3	3
Auto Serviceman	2	2	2	2
Chief Mechanic	1	0	0	0
Assistant Mechanic	1	0	0	0
Office Assistant II	1	1	1	1
Parts Clerk	0	1	1	1

# TRUST FUNDS



*The City's Trust Authority funds are comprised of the Muskogee Municipal Authority and the Muskogee Parking Authority.*

*The MMA provides drinking water to six rural water districts and four towns. The City receives raw water from the Fort Gibson Reservoir and a secondary water supply from the Grand River.*

*The MPA owns and maintains several parking lots within the City. Some spaces are rented on a monthly basis and the remainder are provided for public parking.*

# MUSKOGEE MUNICIPAL AUTHORITY

## Trust Authority Funds

### DESCRIPTION

The MMA provides drinking water to six rural water districts and four towns. The City receives raw water from the Fort Gibson Reservoir and a secondary water supply from the Grand River.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Water Revenue	\$7,860,860.00	\$8,085,600.00	\$7,895,810.00	\$8,095,600.00
Sewer Revenue	\$2,971,071.00	\$3,094,000.00	\$3,005,725.00	\$3,091,000.00
Other Charges	\$460,490.00	\$433,500.00	\$430,600.00	\$430,600.00
<b>TOTAL REVENUES</b>	<b>\$11,292,421.00</b>	<b>\$11,613,100.00</b>	<b>\$11,332,135.00</b>	<b>\$11,617,200.00</b>
<b>EXPENDITURES</b>				
Transfer to General Fund	\$8,222,821.00	\$8,543,500.00	\$8,262,535.00	\$8,547,600.00
Debt Service Transfer	\$3,069,600.00	\$3,069,600.00	\$3,069,600.00	\$3,069,600.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$11,292,421.00</b>	<b>\$11,613,100.00</b>	<b>\$11,332,135.00</b>	<b>\$11,617,200.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

# MUSKOGEE PARKING AUTHORITY

## Trust Authority Funds

### DESCRIPTION

The MPA owns and maintains several parking lots within the City. Some spaces are rented on a monthly basis and the remainder are provided for public parking.

### Summary of Revenues and Expenditures

	Actual FY 2013	Budget FY 2014	Est. Actual FY 2014	Proposed FY2015
<b>REVENUES</b>				
Parking Rental	\$57,880.00	\$65,000.00	\$61,000.00	\$65,000.00
Other Charges	\$2,583.74	\$2,500.00	\$500.00	\$2,500.00
<b>TOTAL REVENUES</b>	<b>\$60,463.74</b>	<b>\$67,500.00</b>	<b>\$61,500.00</b>	<b>\$67,500.00</b>
<b>EXPENDITURES</b>				
Parking Lot Improvements	\$65,579.00	\$490,215.00	\$477,975.00	\$155,000.00
Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL DEPARTMENT EXPENDITURES</b>	<b>\$65,579.00</b>	<b>\$490,215.00</b>	<b>\$477,975.00</b>	<b>\$155,000.00</b>
<b>SURPLUS/(EXCESS EXPENDITURES)</b>	<b>-\$5,115.26</b>	<b>-\$422,715.00</b>	<b>-\$416,475.00</b>	<b>-\$87,500.00</b>
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$1,224,176.00</b>	<b>\$1,219,060.74</b>	<b>\$1,219,060.74</b>	<b>\$802,585.74</b>
<b>PROJECTED ENDING FUND BALANCE</b>	<b>\$1,219,060.74</b>	<b>\$796,345.74</b>	<b>\$802,585.74</b>	<b>\$715,085.74</b>

# CAPITAL OUTLAY DETAIL

*The Capital Outlay Fund provides revenue to fund major purchases of new equipment for the City. It is funded primarily by a special earmarked 0.5% permanent sales tax adopted in 1991.*

*Following is the detail of departmental requests and the status of the request.*



# CAPITAL OUTLAY SUMMARY

Department	FY2015 Request	FY2015 Recommend
Animal Control	\$6,800.00	\$3,300.00
Cemetery	\$16,050.00	\$11,650.00
City Attorney	\$2,050.00	\$0.00
City Clerk	\$0.00	\$0.00
Code Enforcement	\$0.00	\$0.00
Emergency Management	\$0.00	\$0.00
Engineering Admin	\$32,200.00	\$2,200.00
Environmental Control	\$216,300.00	\$48,800.00
Equipment Management	\$190,000.00	\$142,500.00
Fairgrounds	\$50,000.00	\$0.00
Fire	\$431,800.00	\$116,100.00
General Government	\$18,000.00	\$18,000.00
Human Resources	\$82,400.00	\$56,400.00
Information Technology	\$664,750.00	\$342,250.00
Inspections	\$0.00	\$0.00
Library	\$10,000.00	\$0.00
Parks	\$280,000.00	\$38,500.00
Planning	\$2,000.00	\$2,000.00
Police	\$255,000.00	\$135,000.00
Pollution Collection	\$437,286.00	\$56,382.00
Public Works Admin	\$15,000.00	\$15,000.00
Purchasing	\$0.00	\$0.00
Recreation	\$75,000.00	\$45,000.00
Revenue	\$1,750.00	\$1,750.00
Solid Waste	\$0.00	\$0.00
Streets	\$756,200.00	\$113,000.00
Traffic Engineering	\$162,000.00	\$87,000.00
Treasurer	\$0.00	\$0.00
Waste Treatment	\$52,808.00	\$52,808.00
Water Distribution	\$417,500.00	\$36,500.00
Water Supply	\$343,000.00	\$160,000.00
<b>Total All Departments</b>	<b>\$4,517,894.00</b>	<b>\$1,484,140.00</b>

# CAPITAL OUTLAY DETAIL

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Animal Control	HEAT & AIR REPLACEMENT FOR KENNEL	\$3,500.00	\$0.00	
	EXERCISE YARD	\$3,300.00	\$3,300.00	\$3,300.00

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Cemetery	SIDEWALK	\$4,800.00	\$4,800.00	
	GATE REPAIRS	\$6,850.00	\$6,850.00	
	LOWERING DEVICE	\$4,400.00	\$0.00	\$11,650.00

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
City Attorney	COLOR PRINTER	\$850.00	\$0.00	
	COMPUTER	\$1,200.00	\$0.00	\$0.00

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
City Clerk	NONE	\$0.00	\$0.00	\$0.00

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Code Enforcement	NONE	\$0.00	\$0.00	\$0.00

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Emergency Management	NONE	\$0.00	\$0.00	

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Engineering Admin	4 WHEEL DRIVE VEHICLE	\$30,000.00	\$0.00	
	OFFICE FURNITURE	\$2,200.00	\$2,200.00	\$2,200.00

# CAPITAL OUTLAY DETAIL

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Environmental Control	(2) ZTR MOWERS	\$20,000.00	\$20,000.00	
	EQUIPMENT TRAILER	\$3,800.00	\$3,800.00	
	BOOM MOWER	\$25,000.00	\$25,000.00	
	AUTO RAKE	\$10,000.00	\$0.00	
	FLEX WING MOWER	\$17,500.00	\$0.00	
	MISC TOOLS	\$5,000.00	\$0.00	
	KNUCKLE BOOM	\$135,000.00	\$0.00	\$48,800.00

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Equipment Management	BUILDING IMPROVEMENTS	\$72,500.00	\$72,500.00	
	STALL DIVIDERS	\$5,000.00	\$5,000.00	
	4 WHEEL DRIVE TRUCK	\$25,000.00	\$25,000.00	
	3/4 TON CAB AND CHASSIS	\$25,000.00	\$25,000.00	
	UTILITY SERVICE BED	\$15,000.00	\$15,000.00	
	EMERGENCY LIGHTING	\$10,000.00	\$0.00	
	FREON RECOVERY	\$5,000.00	\$0.00	
	2 POST LIFT	\$15,000.00	\$0.00	
	FLOOR SCRUBBER	\$10,000.00	\$0.00	
	WIRELESS UPGRADE FOR 50,000 LB LIFT	\$7,500.00	\$0.00	\$142,500.00

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Fairgrounds	BUILDING MAINTENANCE/REPAIRS	\$50,000.00	\$0.00	\$0.00

# CAPITAL OUTLAY DETAIL

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Fire	A/C UNIT REPAIR	\$8,100.00	\$8,100.00	
	MISC REPAIRS	\$10,000.00	\$10,000.00	
	NAUTILUS TREADMILL	\$6,600.00	\$0.00	
	STATION #5 repairs	\$200,000.00	\$0.00	
	TRAFFIC LIGHTS ON STREET STATION #5 REPLACEMENT	\$13,000.00	\$0.00	
	FIREHOSE	\$13,000.00	\$13,000.00	
	FIRST RESPONDER PROGRAM	\$15,000.00	\$15,000.00	
	ZETRON STATIONS ALERTING SYSTEM	\$60,000.00	\$60,000.00	
	RESCUE TOOLS AND EQUIP	\$10,000.00	\$10,000.00	
	RESCUE STRUTS	\$7,000.00	\$0.00	
	CRIBBING	\$500.00	\$0.00	
	(2) THERMAL IMAGING CAMERAS	\$28,600.00	\$0.00	
	ONE CHANNEL REPEATER	\$60,000.00	\$0.00	\$116,100.00

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
General Government	HONEYWELL LEASE	\$18,000.00	\$18,000.00	\$18,000.00

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Human Resources	SAFETY EQUIPMENT	\$56,400.00	\$56,400.00	
	COMPUTERS	\$26,000.00	\$0.00	\$56,400.00

# CAPITAL OUTLAY DETAIL

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Information Technology	SUDDENLINK WAN ANNUAL	\$72,500.00	\$72,500.00	
	COPIER LEASE AND MAINTENANCE	\$38,000.00	\$38,000.00	
	UPGRADE SERVER BACKUP SYSTEM	\$30,000.00	\$30,000.00	
	INFRASTRUCTURE IMPROVEMENTS	\$10,000.00	\$10,000.00	
	MICROSOFT OFFICE SOFTWARE UPDATES	\$60,000.00	\$0.00	
	MICROSOFT SERVER UPDATES	\$22,000.00	\$22,000.00	
	TECH REFRESH COMPUTERS/PRINTERS (UP TO 50 DEVICES)	\$60,000.00	\$60,000.00	
	UPDATE HOST SERVER IN VM STACK	\$10,000.00	\$10,000.00	
	BROADCAST ABILITY FROM CIVIC CENTER	\$10,000.00	\$10,000.00	
	ADD CLOUD STREAMING TO BROADCASTS	\$8,000.00	\$8,000.00	
	SOUND BOOTH IN COUNCIL CHAMBERS	\$15,000.00	\$15,000.00	
	SECURITY CAMERA SYSTEM	\$55,000.00	\$0.00	
	CEMETERY ONLINE SEARCH	\$3,000.00	\$3,000.00	
	EXECUTIME TIME AND ATTENDANCE	\$150,000.00	\$0.00	
	CLICK2GOV	\$26,000.00	\$0.00	
	ANIMAL SHELTER SOFTWARE	\$5,000.00	\$5,000.00	
	PAPERLESS COURT SW INSTALL	\$26,000.00	\$0.00	
	UPGRADE PD MODEMS	\$55,000.00	\$50,000.00	
	AQUAHAWK LEAK DETECTION PROGRAM	\$6,750.00	\$6,750.00	
	EMERGENCY MGT GRANT LAPTOP	\$2,500.00	\$2,000.00	\$342,250.00

# CAPITAL OUTLAY DETAIL

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Inspections	NONE	\$0.00	\$0.00	\$0.00

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Library	GENERAL REPAIRS AND MAINTENANCE	\$10,000.00	\$0.00	\$0.00

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Parks	TRUCK	\$19,500.00	\$19,500.00	
	ZTR MOWERS	\$19,000.00	\$19,000.00	
	TRACTOR	\$39,000.00	\$0.00	
	TRACKHOE	\$25,000.00	\$0.00	
	BOOM FOR SKID STEER	\$7,500.00	\$0.00	
	MULTI GANG MOWER	\$85,000.00	\$0.00	
	KNUCKLE BOOM LOADER	\$85,000.00	\$0.00	\$38,500.00

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Planning	PICTOMETRY	\$2,000.00	\$2,000.00	\$2,000.00

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Police	POLICE CAR DEBT SERVICE	\$60,000.00	\$60,000.00	
	BULLET PROOF VESTS, RADIOS, AUXILLARY EQUIPMENT - RSRV	\$0.00	\$25,000.00	
	NEW HEAT AND AIR SYSTEM	\$100,000.00	\$0.00	
	FIRING RANGE IMPROVEMENTS	\$75,000.00	\$0.00	
	ARMORED VEHICLE	\$0.00	\$50,000.00	
	DIGITICKET FOR RADIOS	\$20,000.00	\$0.00	\$135,000.00

# CAPITAL OUTLAY DETAIL

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Pollution Collection	4 WHEEL DRIVE VEHICLES	\$56,382.00	\$56,382.00	
	2 WHEEL DRIVE VEHICLES	\$26,404.00	\$0.00	
	FLUSHER TRUCK	\$350,000.00	\$0.00	
	AIR COMPRESSOR	\$4,500.00	\$0.00	\$56,382.00

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Public Works Admin	HEATING AND AIR FOR MAIN OFFICE	\$8,700.00	\$8,700.00	
	PICNIC TABLES	\$5,000.00	\$5,000.00	
	DESK, HEAVY DUTY PAPER SHREDDER	\$1,300.00	\$1,300.00	\$15,000.00

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Purchasing	NONE	\$0.00	\$0.00	\$0.00

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Recreation	MAINTENANCE FACILITY TO FAIRGROUNDS	\$25,000.00	\$25,000.00	
	DOWNTOWN STREETScape	\$20,000.00	\$20,000.00	
	CONCESSION EQUIPMENT	\$30,000.00	\$0.00	\$45,000.00

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Revenue	(7) CHAIRS	\$1,750.00	\$1,750.00	\$1,750.00

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Solid Waste	NONE	\$0.00	\$0.00	\$0.00

# CAPITAL OUTLAY DETAIL

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Streets	CAB AND CHASSIS	\$78,000.00	\$78,000.00	
	FLAT BEDS	\$7,000.00	\$7,000.00	
	4 WHEEL DRIVE PICKUP	\$28,000.00	\$28,000.00	
	TRUCK AND TRAILER	\$120,000.00	\$0.00	
	SAND SPREADER	\$160,000.00	\$0.00	
	20' STORAGE CONTAINERS	\$6,200.00	\$0.00	
	MOTOR GRADER	\$150,000.00	\$0.00	
	BOBCAT HAMMER	\$10,000.00	\$0.00	
	DUMP TRUCK MOTOR	\$10,000.00	\$0.00	
	MISC TOOLS	\$5,000.00	\$0.00	
	SAND SPREADERS	\$12,000.00	\$0.00	
	TRACK HOE	\$70,000.00	\$0.00	
	VAC TRAILER	\$100,000.00	\$0.00	\$113,000.00

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Traffic Engineering	CAB AND CHASSIS	\$30,000.00	\$30,000.00	
	4 WHEEL DRIVE PICKUP	\$32,000.00	\$32,000.00	
	WORK ZONE EQUIPMENT	\$25,000.00	\$25,000.00	
	STOP SIGNS, STREET MAKERS, ETC	\$10,000.00	\$0.00	
	TRAFFIC SIGNAL EQUIPMENT	\$25,000.00	\$0.00	
	MISC TOOLS	\$5,000.00	\$0.00	
	STREET LIGHT REPLACEMENT PARTS	\$20,000.00	\$0.00	
	SECURITY CAMERAS	\$15,000.00	\$0.00	\$87,000.00

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Treasurer	NONE	\$0.00	\$0.00	\$0.00

# CAPITAL OUTLAY DETAIL

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Waste Treatment	EXTENDED CAB TRUCKS	\$52,808.00	\$52,808.00	\$52,808.00

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Water Distribution	DUMP TRUCKS	\$190,000.00	\$0.00	
	UTILITY TRUCK	\$36,500.00	\$36,500.00	
	MISC TOOLS FOR LINE REPAIRS	\$15,000.00	\$0.00	
	DIRECTIONAL DRILL	\$176,000.00	\$0.00	\$36,500.00

DEPARTMENT	PROJECT	FY2015 REQUESTS	FY2015 RECOMMENDED	FY2015 TOTAL
Water Supply	2 VEHICLES	\$60,000.00	\$0.00	
	HIGH SERVICE PUMPS	\$150,000.00	\$150,000.00	
	HIGH SERVICE MOTORS	\$90,000.00	\$0.00	
	REPAIR HIGH SERVICE PUMP	\$25,000.00	\$0.00	
	SPARE RBPB FOR CHLORINE	\$6,000.00	\$0.00	
	CHLORINE PARTS TO MEET RMP	\$10,000.00	\$10,000.00	
	OFFICE FURNITURE	\$2,000.00	\$0.00	\$160,000.00

# GLOSSARY

## Terms & Definitions

### 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. The City of Muskogee's fiscal year is July 1 through June 30.

#### 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 FUND

The appropriation of other revenue for improvements to facilities and other infrastructure. The City budgets for Capital projects or new capital projects. Approval of capital projects is granted through the Capital Improvements Committee and the City Council. The Third Penny Sales Tax accounts for the majority of financing resources of capital projects.

#### 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, undertaken by the City's Capital Improvement Committee.

#### CAPITAL OUTLAY

One of five 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. Also called capital improvements.

#### 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.

### **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. (For example: Muskogee Public Works Authority)

### **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. The City of Muskogee's fiscal year is July 1 through June 30.

#### 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

A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year.

#### 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 are 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.

##### **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 of Muskogee. All general operations that are not accounted for otherwise are financed from this primary operating fund.

## 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.).

### INTERFUND TRANSFERS

The movement of monies between funds of the same governmenta entity.

### 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.

### INTERNAL SERVICE FUNDS

Funds used to account for Internal Service charges and expenditures (e.g. - Workers' Compensation, General Liability/Property, and Healthcare Self-Insurance Funds).

## 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 contribute 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.

### N

#### NET BUDGET

The legally adopted budget, less all interfund 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 forty (40) hours per week and, generally, does not receive benefits.

#### PERSONAL SERVICES

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.

#### PROJECT NUMBER

Used to identify any special activity, especially where specific reporting requirements exist regarding the activity. These numbers are always used with capital projects and grants.

### 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. - Bailey Ranch Food & Beverage workers, Stormwater & Drainage Control workers).

#### 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.

#### SITE-BASED BUDGETING

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.

#### TAXES

- T -

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. Examples of tax revenues to the City of Muskogee are franchise, sales, and use taxes.

#### 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.

**This document was prepared by the staff of the City of Muskogee**



**CITY OF MUSKOGEE  
FINANCE DEPARTMENT**

229 W. Okmulgee  
PO Box 1927  
Muskogee, OK 74402-1927  
Phone (918) 684-6291  
Fax (918) 684-6293

June 25, 2014

Gary Jones  
State Auditor and Inspector's Office  
2300 N. Lincoln Blvd.  
Room 100  
Oklahoma City, OK 73105

Dear Mr. Jones

Please find enclosed the budget adopted by the City Council, June 23, 2014 for the City of Muskogee, Oklahoma, for the Fiscal Year 2014-2015 (July 1, 2014 – June 30, 2015). Budgets received from the Muskogee Parking Authority and Muskogee Municipal Authority are also attached.

We are transmitting this to be filed according to the Municipal Budget Act of 1979, which our municipality, by Resolution, adopted February 23, 1981. A copy of the Debt Service Budget is being filed with the County Excise Board so they can levy the necessary taxes.

Thank you,

Jean Kingston  
Treasurer

A handwritten signature in blue ink that reads "Jean Kingston".

Enclosures



*Incomplete  
called Jean  
8-11-14  
Muskogee*

Proof of Publication

In the \_\_\_\_\_ Court of \_\_\_\_\_ County,  
State of Oklahoma

\_\_\_\_\_  
Plaintiff

vs.

\_\_\_\_\_  
Defendant

Case Municipal Budget for City of Muskogee

State of Oklahoma

SS:

Muskogee County

Debbie Sherwood, of lawful age, being duly sworn, upon oath states that she is the Sales Rep of the Newspaper Holdings, Inc., a corporation, owner and publisher of the Muskogee Phoenix, a daily newspaper, printed in the English language, that said newspaper is printed and published in Muskogee County, Oklahoma and has a paid general subscription circulation therein; that said newspaper is admitted and delivered to the United States Mails within Muskogee County, Oklahoma as second class mail matter, that said newspaper has been published in said county continuously and uninterrupted during a period of one hundred four (104) week consecutively, prior to the first publication of the notice or advertisement of which a copy is here too attached.

Affiant states that said newspaper has complied with all the provisions of Section 1 of Senate Bill No. 47 of the Nineteenth Legislature of the State of Oklahoma, passed and approved April 13, 1943, and the amendments thereto, and has complied with all the laws of the State of Oklahoma necessary to authorize it to publish legal notices and legal advertisements,

The advertisement above referred to, a true and printed copy of which is hereto attached, was published in said newspaper on the following dates, to-wit:

- 1<sup>st</sup> insertion May 28 2014
- 2<sup>nd</sup> Insertion \_\_\_\_\_
- 3<sup>rd</sup> Insertion \_\_\_\_\_
- 4<sup>th</sup> Insertion \_\_\_\_\_
- 5<sup>th</sup> Insertion \_\_\_\_\_
- 6<sup>th</sup> Insertion \_\_\_\_\_
- 7<sup>th</sup> Insertion \_\_\_\_\_
- 8<sup>th</sup> Insertion \_\_\_\_\_
- 9<sup>th</sup> Insertion \_\_\_\_\_
- \_\_\_\_\_ Last Insertion \_\_\_\_\_

Said Notice was published in the regular edition of Said Newspaper and not in a supplement thereof.

Publication Fees \$20.00

Signature

*Debbie Sherwood*

Account 2828

Subscribed and sworn to before me this 27<sup>th</sup> day of May A.D., 20 14

My Commission expires

*Christina L Frost*  
Notary Publ34i

that on June 9, 2014 at 7:00 p.m. in the council chambers of the Municipal Building, 229 W. Okmulgee, Muskogee, Oklahoma, a public hearing will be conducted by the City of Muskogee City Council for the purpose of discussing the Municipal Budget for the City of Muskogee, Oklahoma and the budgets for the Municipal Authority and Muskogee Parking Authority for fiscal year 2014-2015. Citizens of the City of Muskogee, Oklahoma will have an opportunity to provide written and oral comments. Citizens wishing to speak must sign up 15 minutes before the meeting begins.

Published in The Muskogee Phoenix May 28, 2014

Notice is hereby given

CHRISTINA L. FROST  
Notary Public  
State of Oklahoma  
Commission # 12009237  
My Commission Expires Sep 27, 2016

**RESOLUTION NO. 2517**

**A RESOLUTION APPROVING THE CITY OF MUSKOGEE,  
OKLAHOMA BUDGET FOR FISCAL YEAR 2014-2015 AND  
ESTABLISHING BUDGET AMENDMENT AUTHORITY.**

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

**WHEREAS**, the City Manager has prepared a budget for the fiscal year ending June 30, 2015 (FY 2014-2015) consistent with the Act; and

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

**WHEREAS**, The City of Muskogee City Council has conducted a Public Hearing at least 15 days prior to the start of the fiscal year, and published notice of the Public Hearing on May 28, 2014, in compliance with Section 17-208 of the Act; and

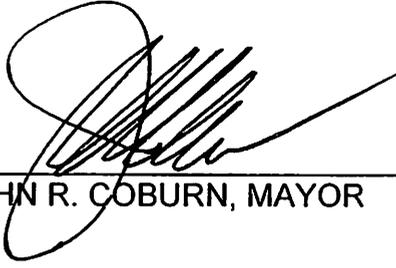
**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF  
THE CITY OF MUSKOGEE, OKLAHOMA:**

**SECTION 1:** The City Council of the City of Muskogee does hereby adopt the FY 2014-2015 Budget on the 17th day of June, 2014, with total resources available in the amount of \$71,657,044.00 and total fund/department appropriations in the amount of \$60,482,128.00 Legal appropriations (spending/encumbering limits) are hereby established as follows:

**SECTION 2.** The City Council does hereby authorize the City Manager to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2014-2015, from one line item to another, one object category to another within a department, or one department to another within a fund, without further approval by the City Council.

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

**ADOPTED AND APPROVED**, by the City Council of Muskogee this 23rd day of June, 2014.

  
\_\_\_\_\_  
JOHN R. COBURN, MAYOR

ATTEST:

  
\_\_\_\_\_  
PAMELA S. BATES, CITY CLERK

(seal)



APPROVED as to form and legality this 23<sup>rd</sup> day of June, 2014.

  
\_\_\_\_\_  
ROY D. TUCKER, CITY ATTORNEY

APPROVED FOR FUNDING:

  
\_\_\_\_\_  
JEAN KINGSTON, CITY TREASURER

**RESOLUTION NO. 2519**

**A RESOLUTION APPROVING THE MUSKOGEE PARKING AUTHORITY, MUSKOGEE OKLAHOMA BUDGET FOR FISCAL YEAR 2014-2015 AND ESTABLISHING BUDGET AMENDMENT AUTHORITY.**

**WHEREAS**, the Muskogee Parking Authority desires to adopt the provisions of the Oklahoma Municipal Budget Act (the Act) in 11 O.S. Sections 17-201 through 17-216; and

**WHEREAS**, the City Manager has prepared a budget for the fiscal year ending June 30, 2015 (FY 2014-2015) consistent with the Act; and

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

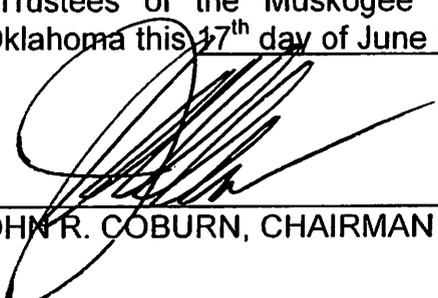
**NOW, THEREFORE, BE IT RESOLVED BY THE MUSKOGEE PARKING AUTHORITY, MUSKOGEE, OKLAHOMA:**

**SECTION 1:** The Muskogee Parking Authority does hereby adopt the FY 2014-2015 Budget on the 17<sup>th</sup> day of June, 2014, with total resources available in the amount of \$870,085.00 and total fund/department appropriations in the amount of \$155,000.00. Legal appropriations (spending/encumbering limits) are hereby established as follows:

**SECTION 2.** The Muskogee Parking Authority does hereby authorize the City Manager to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2014-2015, from one line item to another, one object category to another within a department, or one department to another within a fund, without further approval by the Muskogee Parking Authority.

**SECTION 3.** All supplemental appropriations or decrease in the total appropriation of a fund shall be adopted at a meeting of the Muskogee Parking Authority and filed with the State Auditor and Inspector.

**ADOPTED AND APPROVED**, by the Trustees of the Muskogee Parking Authority, a public trust of the City of Muskogee, Oklahoma this 17<sup>th</sup> day of June 2014.

  
\_\_\_\_\_  
JOHN R. COBURN, CHAIRMAN

ATTEST:

Pamela S. Bates  
PAMELA S. BATES, CITY CLERK  
(seal)

APPROVED as to form and legality this 17th day of June, 2014.

Roy D. Tucker  
ROY D. TUCKER, CITY ATTORNEY

APPROVED FOR FUNDING:

Jean Kingston  
JEAN KINGSTON, CITY TREASURER



**RESOLUTION NO. 2518**

**A RESOLUTION APPROVING THE MUSKOGEE MUNICIPAL AUTHORITY, MUSKOGEE, OKLAHOMA, BUDGET FOR FISCAL YEAR 2014-2015 AND ESTABLISHING BUDGET AMENDMENT AUTHORITY.**

**WHEREAS**, the Muskogee Municipal Authority desires to adopt the provisions of the Oklahoma Municipal Budget Act (the Act) in 11 O.S. Sections 17-201 through 17-216; and

**WHEREAS**, the City Manager has prepared a budget for the fiscal year ending June 30, 2015 (FY 2014-2015) consistent with the Act; and

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

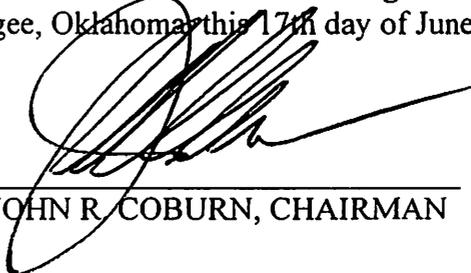
**NOW, THEREFORE, BE IT RESOLVED BY THE MUSKOGEE MUNICIPAL AUTHORITY, MUSKOGEE, OKLAHOMA:**

**SECTION 1:** The Muskogee Municipal Authority does hereby adopt the FY 2014-2015 Budget on the 17th day of June, 2014, with total resources available in the amount of \$11,617,200.00 and total fund/department appropriations in the amount of \$11,617,200.00. Legal appropriations (spending/encumbering limits) are hereby established as follows:

**SECTION 2.** The Muskogee Municipal Authority does hereby authorize the City Manager to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2014-2015, from one line item to another, one object category to another within a department, or one department to another within a fund, without further approval by the Muskogee Municipal Authority.

**SECTION 3.** All supplemental appropriations or decrease in the total appropriation of a fund shall be adopted at a meeting of the Muskogee Municipal Authority and filed with the State Auditor and Inspector.

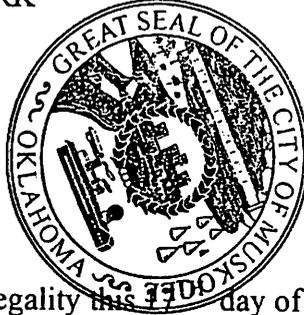
**ADOPTED AND APPROVED**, by the Trustees of the Muskogee Municipal Authority a public trust of the City of Muskogee, Oklahoma, this 17th day of June, 2014.

  
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JOHN R. COBURN, CHAIRMAN

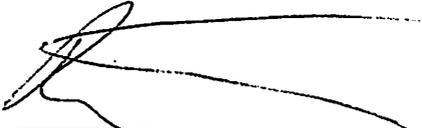
ATTEST:

  
PAM S. BATES, CITY CLERK

(seal)



APPROVED as to form and legality this 17 day of June, 2014.

  
ROY D. TUCKER, CITY ATTORNEY

APPROVED FOR FUNDING:

  
JEAN KINGSTON, CITY TREASURER