

CITY OF EDMOND, OKLAHOMA



BUDGET AND FINANCIAL PLAN FISCAL YEAR 2014-2015

Oklahoma



Ross A. VanderHamm
Director of Financial Services
PO Box 2970
Edmond, OK, 73083-2970
ross.vanderhamm@edmondok.com
405-359-4521 • 405-359-3765

June 11th, 2014

Oklahoma State Auditor
2300 North Lincoln Blvd.
Room 100 Attn: Nancy
Oklahoma City, OK 73105

Re: City of Edmond's FY14-15 Budget/Applicable Resolutions

Nancy:

As instructed, please find enclosed the City of Edmond's FY14-15 Budget and certified copies of Resolution #16-14 for our General Government Funds and #4-14 for our various Public Works Authority Funds.

If you have any questions, please feel free to call me at 359-4521 or email me at ross.vanderhamm@edmondok.com.

Sincerely,

Ross A. VanderHamm
Finance Director

(SEE ATTACHED)

Proof of Publication

Oklahoma County, State of Oklahoma

THE CITY OF EDMOND, Case No:
OKLAHOMA
BUDGET SUMMARY - ALL FUNDS
FISCAL YEAR 14-15

Affidavit of Publication

State of Oklahoma, County of Oklahoma, ss:
I, the undersigned publisher, editor or Authorized Agent of the Legal Notices, do solemnly swear that the attached advertisement was published in said paper as follows:

1st Publication April 29, 2014

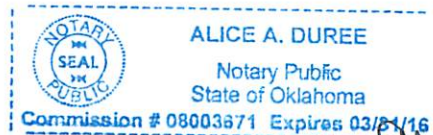
That said newspaper is in the city of Edmond, Oklahoma County, Oklahoma, a Daily newspaper qualified to publish legal notices, advertisements and publications as provided in Section 106 of Title 25, Oklahoma Statutes 1971, as amended, and complies with all other requirements of the laws of Oklahoma with reference to legal publications.

That said Notice, a true copy of which is attached hereto, was published in the regular edition of said newspaper during the period and time of publications and not in a supplement, on the above



Signature

Subscribed and sworn before me on this 29th day of April 2014.



My commission expires March 31, 2016.

Notary Public

Commission # 08003671

Cost of Publication \$ 226.80

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Publisher's Address:

The Edmond Sun
P. O. Box 2470
Edmond, OK 73034-7363

(LPXLP)

Published In The Edmond Sun, Edmond, Oklahoma 73034, April 29, 2014.

Notice is hereby given that the City Council of Edmond, Oklahoma, will hold a public budget hearing at the following date and time: Friday, May 9th, 2014 9:00 a.m. in the City Council Chambers, 20 South Litter, for the purpose of accepting written and oral comments and for holding open discussion on the proposed budget for the fiscal year 2014-15. The proposed budget may be examined on weekdays at the City Administration Building, 7 N Broadway between 8:00 am and 5:00 pm.

THE CITY OF EDMOND, OKLAHOMA
BUDGET SUMMARY - ALL FUNDS
FISCAL YEAR 14-15

Table with columns: GENERAL FUND, SPECIAL REVENUE FUNDS, CAPITAL PROJECT FUNDS, ENTERPRISE FUNDS UTILITY FUNDS, OTHER FUNDS, INTERNAL SERVICE FUNDS, COMBINED FUNDS. Rows include ESTIMATED RESOURCES (REVENUES, OTHER RESOURCES), ESTIMATED USES (DIRECT COSTS BY FUNCTION, DEBT SERVICE COST, TRANSFERS IN, TRANSFERS OUT, OTHER USES), and TOTAL ESTIMATED RESOURCES/USES.

* LEVEL OF EMERGENCY RESERVES:

Table with 2 columns: Description (Percentage of Total Revenue, Number of Days of Revenue) and Value (11.98%, 44, 22.25%, 81).

~~I, Betty Brinkman~~, Deputy City Clerk of the City of Edmond, OK, hereby certify that the foregoing is a true and correct copy of the instrument of record in the official files of the City of Edmond, OK.


BETTY BRINKMAN, Deputy City Clerk

RESOLUTION NO. 16-14

DATE

6/9/14

A RESOLUTION APPROVING THE APPROPRIATIONS OF THE VARIOUS CITY FUNDS, MORE SPECIFICALLY DELINEATED AS EXHIBIT "A", ATTACHED HERETO FOR THE FISCAL YEAR 2014-2015.

WHEREAS, the City Council of the City of Edmond has reviewed and evaluated the departmental proposals presented by City staff, and

WHEREAS, the City Council of the City of Edmond has solicited and incorporated public input into the budget proposal, and

WHEREAS, the City Council of the City of Edmond has determined that the proposed appropriations adequately meets the needs of the citizens of the City of Edmond for the Fiscal Year 2014-2015, and

WHEREAS, the City Council of the City of Edmond acknowledges that encumbered funds remaining from the Fiscal Year 13-14 appropriations shall be carried forward and re-appropriated to become a part of the City's Fiscal Year 14-15 appropriations adopted by this resolution, and

WHEREAS, the City Council acknowledges current lease agreements in existence and the renewals of such leases through the appropriation of sufficient funding for lease payments, and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF EDMOND, OKLAHOMA;

THAT the City Council of the City of Edmond do adopt said appropriations for the following objects and purposes for which approval is made pursuant to attached Exhibit "A",

BE IT FURTHER RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF EDMOND, OKLAHOMA:

THAT the City Clerk be and is hereby directed to assure publication of said appropriation according to the Statutes of the State of Oklahoma,

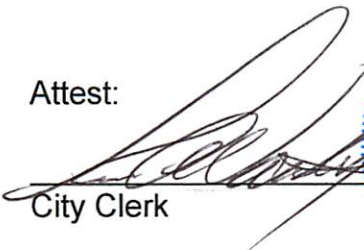
BE IT FURTHER RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF EDMOND, OKLAHOMA;


THAT the Mayor and City Clerk be and the same hereby are directed to sign said appropriation for the City.

PASSED AND APPROVED by the Mayor and City Council of the City of Edmond, this the 9th day of June, 2014.


MAYOR CHARLES LAMB

Attest:


City Clerk



APPROVED as to form this 9th day of June, 2014.



STEPHEN T. MURDOCK
CITY ATTORNEY

EXHIBIT A
City of Edmond Funds

FUND:	Department	Personal Services	Materials & Supplies	Other Services & Charges	Capital Outlay	Debt Service	Transfers	Assigned for Council Special Projects	Reserve for Capital Improvements	Reserve for Other Committed Purposes	Restricted Reserve for Specific Fund Purposes	Reserve for Emergencies & Shortfalls
GENERAL FUND:	General Government	\$ -	\$ -	\$ 12,000	\$ -	\$ -	\$ 72,257,899	\$ 100,000	\$ -	\$ -	\$ 2,229,400	\$ 6,062,804
	City Council	\$ 24,545	\$ 5,450	\$ 205,200	\$ -	\$ -	\$ 595,574	\$ -	\$ -	\$ -	\$ -	\$ -
	Parks and Recreation	\$ 1,336,214	\$ 249,801	\$ 597,075	\$ -	\$ -	\$ 594,237	\$ -	\$ -	\$ -	\$ -	\$ -
	Street Maintenance & Construction	\$ -	\$ -	\$ -	\$ 900,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Court Services	\$ 694,263	\$ 15,825	\$ 145,100	\$ -	\$ -	\$ 480,836	\$ -	\$ -	\$ -	\$ -	\$ -
	Senior Citizens Center	\$ 317,374	\$ 17,568	\$ 57,700	\$ -	\$ -	\$ 97,056	\$ -	\$ -	\$ -	\$ -	\$ -
	Social Agencies	\$ -	\$ -	\$ 568,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Community Development & Preservation Agencies	\$ 197,177	\$ 46,700	\$ 113,650	\$ 50,000	\$ -	\$ 172,485	\$ -	\$ -	\$ -	\$ -	\$ -
	Emergency Management	\$ 131,626	\$ 11,175	\$ 42,510	\$ -	\$ -	\$ 75,569	\$ -	\$ -	\$ -	\$ -	\$ -
	Cemetery	\$ 679,451	\$ 78,150	\$ 415,700	\$ -	\$ -	\$ 288,118	\$ -	\$ -	\$ -	\$ -	\$ -
	Community Image	\$ 571,963	\$ 6,110	\$ 423,246	\$ -	\$ -	\$ 173,428	\$ -	\$ -	\$ -	\$ -	\$ -
	Planning & Zoning	\$ 6,459	\$ 1,420	\$ 33,075	\$ -	\$ -	\$ 13,954	\$ -	\$ -	\$ -	\$ -	\$ -
	Festival Marketplace	\$ 1,177,469	\$ 41,715	\$ 72,301	\$ -	\$ -	\$ 295,355	\$ -	\$ -	\$ -	\$ -	\$ -
	Building	\$ 80,818	\$ 6,340	\$ 49,375	\$ -	\$ -	\$ 29,052	\$ -	\$ -	\$ -	\$ -	\$ -
	Downtown Community Center	\$ -	\$ 1,000	\$ 255,000	\$ -	\$ -	\$ 53,228	\$ -	\$ -	\$ -	\$ -	\$ -
	Historical Society	\$ -	\$ -	\$ 152,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 778,714	\$ -
	Edmond Electric Economic Development Fund	\$ -	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,759	\$ -
	Parks Special Events Fund	\$ -	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
SPECIAL REVENUE FUNDS:												
	Senior Citizens Fund	\$ -	\$ 8,150	\$ 56,950	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 233,528	\$ -
	Community Development Block Grant Fund	\$ 63,169	\$ 800	\$ 398,125	\$ -	\$ -	\$ 16,049	\$ -	\$ -	\$ -	\$ -	\$ -
	Energy Efficiency Conservation Block Grant Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Asset Forfeiture Fund	\$ -	\$ 12,000	\$ 5,700	\$ 59,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 241,509	\$ -
	Fire Public Safety Limited Tax Fund	\$ 14,347,938	\$ 1,362,250	\$ 895,050	\$ 1,519,000	\$ -	\$ 2,735,848	\$ -	\$ 1,200,000	\$ -	\$ 4,099,075	\$ -
	Police Public Safety Limited Tax Fund	\$ 16,038,775	\$ 1,520,890	\$ 492,184	\$ 42,000	\$ -	\$ 4,095,996	\$ -	\$ 275,000	\$ -	\$ 2,877,428	\$ -
	Hospital Sale Trust Fund	\$ -	\$ -	\$ 2,000	\$ -	\$ 7,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Real Property Fund	\$ -	\$ -	\$ 75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,109,890	\$ -
	Convention & Visitors Bureau Fund	\$ 211,309	\$ 10,825	\$ 189,564	\$ -	\$ -	\$ 56,867	\$ -	\$ -	\$ -	\$ 6,903	\$ -
	Ambulatory Services Fund	\$ -	\$ 10,000	\$ 982,523	\$ -	\$ -	\$ 41,114	\$ -	\$ -	\$ -	\$ 87,899	\$ -
DEBT SERVICE FUND:												
	Debt Service Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CAPITAL PROJECT FUNDS:												
	Capital Improvements Fund	\$ -	\$ -	\$ 150	\$ 260,000	\$ -	\$ -	\$ -	\$ 322,327	\$ -	\$ -	\$ -
	Roadway Improvements Fund	\$ -	\$ -	\$ 6,871	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	1998 Capital Improvements Tax Fund	\$ -	\$ -	\$ 150	\$ 181,552	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Art In Public Places Fund	\$ -	\$ 25	\$ 24,000	\$ 200,000	\$ -	\$ 760	\$ -	\$ 18,384	\$ -	\$ 13,742	\$ -
	Cemetery Care Fund	\$ -	\$ -	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 136,917	\$ -
	Parks Tax Fund	\$ 348,741	\$ 50,720	\$ 375,324	\$ 1,158,000	\$ -	\$ 47,611	\$ -	\$ 105,844	\$ -	\$ -	\$ -
	2000 Capital Improvements Tax Fund	\$ -	\$ 200	\$ 95,000	\$ 8,350,000	\$ 8,787,553	\$ 54,668	\$ -	\$ 581,740	\$ -	\$ 7,829,593	\$ -
	2012 Public Safety Center-Capital Imp. Tax Fund	\$ -	\$ -	\$ 150,000	\$ 19,035,000	\$ -	\$ 41,974	\$ -	\$ 1,544,182	\$ -	\$ -	\$ -
INTERNAL SERVICE FUNDS:												
	Liability/Tort Claim Fund	\$ 264,490	\$ 13,125	\$ 2,255,715	\$ -	\$ -	\$ 57,381	\$ -	\$ -	\$ -	\$ 2,812,248	\$ -
	Employee Group Insurance Fund	\$ -	\$ 1,500	\$ 10,145,015	\$ -	\$ -	\$ 4,984	\$ -	\$ -	\$ -	\$ 5,905,405	\$ -
	Vehicle Maintenance Fund	\$ 795,981	\$ 2,151,368	\$ 354,610	\$ -	\$ -	\$ 113,934	\$ -	\$ -	\$ -	\$ 281,664	\$ 156,747
Administrative Support Services Fund:												
	General Government	\$ -	\$ 12,050	\$ 294,765	\$ -	\$ -	\$ 12,785	\$ -	\$ -	\$ -	\$ -	\$ -
	City Treasurer	\$ 94,744	\$ 1,439	\$ 24,444	\$ -	\$ -	\$ 20,084	\$ -	\$ -	\$ -	\$ -	\$ -
	City Manager	\$ 1,030,295	\$ 14,245	\$ 216,110	\$ -	\$ -	\$ 186,097	\$ -	\$ -	\$ -	\$ -	\$ -
	Central Communications	\$ 1,813,945	\$ 154,330	\$ 765,994	\$ 140,000	\$ -	\$ 376,909	\$ -	\$ -	\$ -	\$ -	\$ -
	Management Information Services	\$ 1,662,242	\$ 235,550	\$ 1,730,857	\$ 500,000	\$ -	\$ 209,807	\$ -	\$ -	\$ -	\$ -	\$ -
	Financial Services	\$ 775,957	\$ 14,850	\$ 223,538	\$ -	\$ -	\$ 234,645	\$ -	\$ -	\$ -	\$ -	\$ -
	Human Resources	\$ 451,824	\$ 24,050	\$ 189,480	\$ -	\$ -	\$ 184,724	\$ -	\$ -	\$ -	\$ -	\$ -
	City Clerk/Government Relations	\$ 141,819	\$ 4,200	\$ 53,900	\$ -	\$ -	\$ 79,081	\$ -	\$ -	\$ -	\$ -	\$ -
	Facility Maintenance	\$ 633,420	\$ 214,108	\$ 356,350	\$ 86,184	\$ -	\$ 325,184	\$ -	\$ -	\$ -	\$ -	\$ -
	Legal Services	\$ 475,745	\$ 11,950	\$ 416,400	\$ -	\$ -	\$ 70,155	\$ -	\$ -	\$ -	\$ -	\$ -
	Engineering	\$ 1,577,329	\$ 52,230	\$ 70,592	\$ -	\$ -	\$ 371,669	\$ -	\$ -	\$ -	\$ -	\$ -
	Marketing	\$ 370,824	\$ 34,450	\$ 393,728	\$ 40,000	\$ -	\$ 71,400	\$ -	\$ -	\$ -	\$ -	\$ -
	Public Works Administration	\$ 660,557	\$ 10,385	\$ 95,250	\$ -	\$ -	\$ 240,785	\$ -	\$ -	\$ -	\$ -	\$ -
	Operations Warehouse	\$ 253,769	\$ 6,275	\$ 15,475	\$ -	\$ -	\$ 38,877	\$ -	\$ -	\$ -	\$ -	\$ -
	Utility Customer Service	\$ 2,508,663	\$ 292,790	\$ 736,689	\$ -	\$ -	\$ 1,397,985	\$ -	\$ -	\$ -	\$ -	\$ -
	Fleet Management Fund	\$ 61,471	\$ 7,500	\$ 68,020	\$ 3,055,228	\$ -	\$ 58,056	\$ -	\$ -	\$ -	\$ -	\$ -
	Field Services Fund	\$ 4,527,158	\$ 1,306,070	\$ 1,409,568	\$ -	\$ -	\$ 3,111,065	\$ -	\$ -	\$ -	\$ -	\$ -
		\$ 54,327,724	\$ 8,021,069	\$ 26,718,913	\$ 35,683,415	\$ 15,787,553	\$ 89,348,243	\$ 100,000	\$ 2,554,093	\$ 1,493,384	\$ 34,705,808	\$ 6,219,361

I, Betty Brinkman, Deputy City Clerk of the City of Edmond, OK, hereby certify that the foregoing is a true and correct copy of the instrument of record in the official records of the City of Edmond, OK.


BETTY BRINKMAN, Deputy City Clerk

DATE 6/9/14

RESOLUTION NO. 04-14

A RESOLUTION APPROVING THE FINANCIAL PLAN "BUDGET" OF THE VARIOUS EDMOND PUBLIC WORKS AUTHORITY FUNDS, MORE SPECIFICALLY DELINEATED AS EXHIBIT "A", ATTACHED HERETO FOR THE FISCAL YEAR 2014-2015.

WHEREAS, the Edmond Public Works Authority of the City of Edmond has reviewed and evaluated the fund proposals presented by Authority staff, and

WHEREAS, the Edmond Public Works Authority of the City of Edmond has solicited and incorporated public input into the financial plan "budget", and

WHEREAS, the Edmond Public Works Authority of the City of Edmond has determined that the proposed non-appropriated budget adequately meets the needs of the citizens of the City of Edmond for the Fiscal Year 2014-2015, and

WHEREAS, the Edmond Public Works Authority of the City of Edmond acknowledges that encumbered funds remaining from the Fiscal Year 13-14 financial plan "budget" shall be carried forward and re-budgeted to become a part of the Authority's Fiscal Year 14-15 financial plan "budget" adopted by this resolution, and

WHEREAS, the Edmond Public Works Authority acknowledges current lease agreements in existence and the renewals of such leases through the financial plan "budget" of sufficient funding for lease payments, and

NOW, THEREFORE, BE IT RESOLVED BY THE CHAIRMAN AND TRUSTEES OF THE EDMOND PUBLIC WORKS AUTHORITY OF THE CITY OF EDMOND, OKLAHOMA;

THAT the Edmond Public Works Authority of the City of Edmond does adopt said financial plan "budget" for the following objects and purposes for which approval is made pursuant to attached Exhibit "A",

BE IT FURTHER RESOLVED BY THE CHAIRMAN AND TRUSTEES OF THE EDMOND PUBLIC WORKS AUTHORITY OF THE CITY OF EDMOND, OKLAHOMA;

THAT the Secretary be and is hereby directed to assure publication of said financial plan "budget" according to the Statutes of the State of Oklahoma,

BE IT FURTHER RESOLVED BY THE CHAIRMAN AND TRUSTEES OF THE EDMOND PUBLIC WORKS AUTHORITY OF THE CITY OF EDMOND, OKLAHOMA;

I, Betty Brinkman, Deputy City Clerk of the City of Edmond, OK, hereby certify that the foregoing is a true and correct copy of the instrument of record in the official records of the City of Edmond, OK.


BETTY BRINKMAN, Deputy City Clerk

DATE

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THAT the Secretary be and is hereby directed to assure publication of said financial plan "budget" according to the Statutes of the State of Oklahoma,

BE IT FURTHER RESOLVED BY THE CHAIRMAN AND TRUSTEES OF THE EDMOND PUBLIC WORKS AUTHORITY OF THE CITY OF EDMOND, OKLAHOMA;

EXHIBIT A
Edmond Public Works Authority Funds

FUND:	Department	Personal Services	Materials & Supplies	Other Services & Charges	Capital Outlay	Debt Service	Transfers	Reserve for Council Contingency	Reserve for Capital Improvements	Reserve for Other Restricted Purposes	Reserve for Specific Fund Purposes	Reserve for Emergencies & Shortfalls
EPWA UTILITY FUNDS:												
	Electric Utility	\$ 4,802,867	\$ 1,079,800	\$ 61,466,380	\$ 3,924,000	\$ -	\$ 4,706,412	\$ -	\$ -	\$ -	\$ -	\$ 2,027,054
	Water Utility	\$ 1,656,370	\$ 770,944	\$ 6,286,595	\$ 14,028,007	\$ 1,692,169	\$ 42,185,964	\$ -	\$ -	\$ -	\$ -	\$ 14,118,145
	Solid Waste Utility	\$ 1,421,312	\$ 594,411	\$ 3,621,964	\$ 60,000	\$ -	\$ 2,441,579	\$ -	\$ -	\$ -	\$ -	\$ 2,480,759
	Wastewater Utility	\$ 602,635	\$ 512,801	\$ 1,732,081	\$ 10,110,000	\$ -	\$ 2,858,770	\$ -	\$ -	\$ -	\$ -	\$ 9,432,421
	Drainage Utility	\$ 374,405	\$ 14,035	\$ 177,676	\$ 1,351,800	\$ -	\$ 403,309	\$ -	\$ -	\$ -	\$ -	\$ 5,699,482
	Arcadia Lake	\$ 543,810	\$ 92,285	\$ 175,883	\$ -	\$ -	\$ 682,914	\$ -	\$ -	\$ -	\$ -	\$ 256,279
	EPWA Sewer Impact Fund	\$ -	\$ -	\$ 1,000,450	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,649,202	\$ -	\$ -
	EPWA Revenue Bond	\$ -	\$ -	\$ 12,000	\$ 1,000,000	\$ 5,578,585	\$ -	\$ -	\$ -	\$ 9,941,328	\$ -	\$ -
OTHER ENTERPRISE FUNDS:												
	Kickingbird Golf Course Fund	\$ 1,043,384	\$ 500,925	\$ 186,075	\$ 58,000	\$ -	\$ 426,677	\$ -	\$ -	\$ 1,301	\$ -	\$ 552,223
	Your Gov Shop Fund	\$ 29,912	\$ 1,400	\$ 34,950	\$ -	\$ -	\$ 2,306	\$ -	\$ -	\$ -	\$ -	\$ 190,177
	CityLink Fund	\$ 61,134	\$ 145,700	\$ 960,555	\$ -	\$ -	\$ 289,304	\$ -	\$ -	\$ -	\$ -	\$ 56,480
		\$ 10,535,829	\$ 3,712,301	\$ 75,654,589	\$ 30,531,807	\$ 7,270,754	\$ 53,997,234	\$ -	\$ -	\$ 11,591,831	\$ -	\$ 34,813,020

**THE CITY OF EDMOND, OKLAHOMA
BUDGET FY 14-15
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Honorable Mayor and Members of the City Council:

The proposed annual budget and Five-Year Financial Plan for the City of Edmond is included in this document. The beginning of the City’s new fiscal year is July 1, 2014, and the years 2014-15 through 2018-19 are represented in the five-year plan. In July the City of Edmond will begin the eighteenth consecutive year of using a true multi-year financial plan.

Finance Director Ross VanderHamm continues to provide outstanding direction for the preparation and direction of the budget by coordinating our detailed internal process, which began last October. Our Assistant Finance Director Kelly Neal is also extensively involved in the entire process. We also appreciate the assistance of our City staff throughout the organization.

Trustworthy Service through Continuous Improvement remains a continual focus as both our internal mission and our internal culture. The City’s seven core values remain constant, and they include *Customer Service, Integrity, Teamwork, Accountability, Professionalism, Communication and Innovation.*

THE “BIG PICTURE”

\$268,809,373 in total estimated costs is included in the proposed budget for 2014-15, an increase of \$2,434,419 that results primarily from increased capital improvements in the utility funds.

For the second consecutive year the City of Edmond has experienced sales tax revenue growth that has significantly outpaced our projections. We will again end the current fiscal year with a double-digit growth percentage from the actual totals two years ago, as compared to our conservative 6% budget projection. You will recall that we deliberately did not use last year’s growth as our benchmark for this year, as we believed those numbers were atypical. However, through the first ten months of the current fiscal year we are 15.4% above the actual collections from two years ago, and also .7% above last year’s collections as well.

The “General Fund: Revenues” section that begins on the next page identifies both the sales tax projections for the next budget year and all five years of the Plan.

We continue to extensively rely on the three sales taxes approved by local voters in 2000, including the Public Safety sales taxes for police and fire operations and the capital improvement sales tax. This sales tax for Police is 1/8th cent, ¼ cent for Fire, and the capital improvements tax is an extension of the ¾ cent originally approved in ’96. It must be emphasized that basically two-thirds of all General Fund revenue (66.8% of \$47,457,592) is also dedicated to fire and police operations.

The total Edmond sales tax rate is 8.25%, which reflects 3.75% in local taxes that includes a ½ cent five-yr. tax for the Public Safety Center project that was initiated in April two years ago. The total rate also includes the 4.5% allocation to the state that is charged to all municipalities.

The volatility of oil prices (fuel costs) is always a significant factor in budget preparation. As opposed to significant increases the last several years, our staff believes that fuel costs may actually decrease slightly, and the total estimated cost is \$1,197,000 compared to \$1,300,000 last year.

CITY COUNCIL STRATEGIC PLAN

The City Council annually updates their annual plan, which features current and future goals, performance targets, and general City Council policies.

GENERAL FUND: REVENUES

Edmond continues to rely very heavily on sales tax as the primary revenue source for this fund. Unlike most medium and large cities in Oklahoma that also have a limited amount of dedicated property tax (ad valorem) for capital projects, we continue to rely on this single source of revenue to an extreme degree. At some point a more appropriate long-term revenue strategy will have to be developed as an alternative to the over-reliance on sales tax.

We are not estimating an increase in sales tax for next year's budget over our current year's revised budget, but this is somewhat misleading. When calculated from this year's original budget, the impact translates into a 7.41% budgeted increase. We are conservatively projecting 5% growth for the outer four years of the Plan.

As you know there has been a constant focus over the past several years to maintain and increase the unreserved fund balance in the General Fund. The *Perfometer* rating of the City's comparative financial health developed by Crawford and Associates recommends a "minimum responsible level of 10%". The Fund Budget Summary on page 9 identifies this estimate for the 14-15 budget at 11.98%, and the outer four years all reflect balances above the minimum level.

General Fund revenue is projected to increase \$3,214,814 or 7.02% next year as a result of the significant increase in sales tax collections. Please also remember that approximately two-thirds of this amount will automatically go to the police and fire operations.

All five years of the Plan identify \$100,000 allocations to the City Council contingency fund (Reserve for Council Special Projects). This year \$90,000 was used to fund the purchase and relocation of the "Touch the Clouds" bronze statue from the Houston Astrodome.

City investments will continue to earn very limited income, estimated at \$70,000 next year for the General Fund.

GENERAL FUND: EXPENDITURES

For the 14-15 budget the automatic transfers to Fire and Police will result in the Fire 30% allocation equating to \$14,237,278, and the Police 36.8% allocation equating to \$17,464,394.

OUTSIDE AGENCIES

Social Agencies and Community Enrichment

The sixteen entities included in these two categories are identified on pages 22-23. Each year the Community Agency Review Commission provides a thorough review of these programs, and their funding recommendations are included. The total amount for both categories is capped at 3.2% of the estimated sales tax collections in the current year. The maximum allocations are 1.44% for Social Agencies and 1.76% for Community Enrichment.

Community Enrichment/Development

This budget includes two programs:

--Airport (Guthrie/Edmond Regional Airport--GEOPORT): \$91,822

--Edmond Historic Preservation Trust: \$25,000

Guthrie/Edmond Regional Airport

This partnership between the two communities is in its tenth year, and both cities equally share in operating and capital expenses. Next year's budget total is \$272,452, and each city will provide \$106,726 for operating expenditures and \$29,500 for capital expenditures. The 14-15 budget reflects a decrease of 31.61% from the current year and continues a recent trend of smaller airport budgets.

The need remains to increase long-term airport revenue from airport operations, certainly including new corporate hangars and fuel sales.

Electric Economic Development Fund

This fund was created to identify allocations from our electric utility that provide economic development financial enhancements to help facilitate both the growth of existing businesses and attract appropriate new businesses (pages 44-45). For years this funding was provided solely by the utility, but starting this year the \$100,000 allocation was divided evenly between EE and the General Fund. Next year's budget includes a continuation of this new arrangement, and the \$50,000 from the General Fund will come from the General Government budget.

Public Safety Limited Tax Funds



Police Department

Both public safety budgets continue to benefit from our strong local economy through additional non-budgeted revenue. In the current budget the PD will receive approximately \$975,000 in such revenue

resulting from additional sales tax collections over budget. While this supplemental revenue has helped to stabilize the PD budget in recent years, the five-year plan identifies deficits in the outer three years (pages 63-64). One of the advantages of a multi-year plan is that future concerns and trends can be more easily identified. Although we will never propose a budget that projects deficit spending for the upcoming year, we will review this situation in the coming months. Please remember that we hope to continue the trend of annually exceeding revenue projections, which will also positively impact this concern.

We continue to struggle in our efforts to return to full staffing in terms of the number of authorized sworn officer positions (116 now, and 120 after the academy class graduates), due to military commitments, injuries and retirements. Our fourth internal recruit class will graduate five new officers in June. A staffing and deployment study for patrol will be conducted in the coming months.

Construction of the new Public Safety Center began last fall and to date the project is on-schedule for the two-year completion time frame. This project is funded by a five-year half-cent sales tax approved by voters in 2011.

All five years of the Plan again include a level of funding for the Reserve Committed for Other Purposes, which includes \$100,000 for Contingency/Disaster Relief and \$175,000-\$475,000 for Technology.



Fire Department

Although the outer year reserves in the FD are projected to be significantly less than in recent plans, all five years of the new plan remain balanced (pages 61-62). The first recruit class in several years graduated last fall, resulting in nine new firefighters that brought the department back to full strength. An additional recruit class may be necessary in the next budget year to fill additional and anticipated vacancies.

Both a workload and staffing analysis and a five-year departmental strategic plan were completed this year, and both were first-time accomplishments for the Edmond Fire Department.

All five years of the Plan again include the same level of funding for the Reserve Committed for Other Purposes, which includes \$1M for Contingency/Disaster Relief and \$200,000 for Technology.

Administrative Support Services Fund

The sixteen internal departments that provide support services for City departments that directly deliver services to our citizens are accounted for in this fund (pages 112-155). An integral part of the annual budget process involves extensive reviews and discussions of the “cost allocations” or internal charges to the direct service departments that fund these internal operations. We have used the same external consultant for many years to facilitate this process.

The actual cost allocations are budgeted as “Transfers In” for the sixteen support departments, and as “Transfers Out” for the direct service departments. These transactions result in accurate direct costs for each function.

Edmond Public Works Authority

Right-of-Way Use Fees

Every year all City utilities except Solid Waste and Drainage are assessed an annual fee for the use of City rights-of-way (ROW). This results in an identified cost of doing business that is more comparable to private utilities. The current 5% fee has been in place for eight years now and was recommended by an outside study in 2000. This fee needs to be re-evaluated from time to time, which has not occurred, but funding for an updated study in the next budget will come from the Finance Department. Total right-of-way use fees for next year will be \$5,289,132.



Electric Fund

Edmond Electric (EE) is the City’s own electric utility, and EE has provided reliable and consistent service to most local residents for over a hundred years while maintaining very competitive rates (pages 92-93). EE’s ongoing support of general government operations in the community over the years has benefitted both our City organization and the community. In the 14-15 budget EE will support the General Fund with a direct transfer of \$486,321. This assistance will be considerably less next year and in year two of the Plan than in the past because of two factors. First, wholesale power costs increased by approximately \$4M this year, and second, we experienced a \$2M decrease in electric revenue because of a milder summer.

Although the outer four years of the Plan reflect negative balances we will of course never propose a negative balance in any current budget year. The necessary steps have and are being taken to correct this temporary imbalance, which include a recent Cost of Service study, more timely future fuel cost adjustments, adjusted fees for service to new residential development, along with temporary internal budget adjustments.

EE will continue to maintain an aggressive marketing strategy that makes our residents aware of the major benefits of a locally-owned reliable and competitive electric utility. This strategy will continue to include the aggressive marketing of geothermal technology to enhance climate control systems. Geothermal technology provides both significant long-term energy savings through reduced consumption and also a reduced total energy demand which results in purchasing less additional power during the summer months.



Water Fund

This fund provides for the operation of the City drinking water system, which includes approximately 500 miles of distribution lines, 56 water wells, and the Arcadia Lake treatment plant

(pages 94-95). Next year's budget will include the final year of annual incremental rate increases from a 5-yr. rate adjustment. These increases have been necessary to address major capital needs that include both infrastructure improvements (such as replacing forty-year old water lines) and developing new water sources.

The comprehensive Water and Wastewater Master Plan was completed this year and presented to the City Council in February. We have many improvements to make in the system as identified in the plan to continue to provide reliable service in the years ahead.

Upon completion of the Water Supply Plan and the Arcadia Lake Yield Study, staff has moved forward with obtaining the rights to allow the additional water usage (yield) from the lake. In April the permits were received from the Oklahoma Water Resources Board, which will allow the City to have sufficient capacity to supply water to near the anticipated "build-out" of Edmond. Corps of Engineer approval is needed for the design of a new intake structure, and then staff will pursue the design of new Water Plant. These new facilities are anticipated to be completed in approximately 8-10 years. The water well rehab program continues to move forward in accord with earlier direction regarding ground water supply.

A new rate study is anticipated in the next budget year to address the major capital needs identified in the Water and Wastewater Master Plan. The current rate and increases positioned the City to begin the infrastructure improvements needed to provide reliable service and accommodate growth. However, water rates will need to be evaluated again to fund the capital needs and maintain our system in the appropriate manner.

Water conservation remains a high priority for the City of Edmond and work continues on identified conservation measures. The City is now participating in a mandatory outdoor watering schedule identified by Oklahoma City for all metro cities that purchase water from OKC. This adoption of a standard schedule throughout the area has been helpful in eliminating confusion among residents.

A slight increase in water revenue will result from the last year of the rate adjustment, and expenses are projected to increase by 10% to address the areas identified above.

This fund will continue to provide annual support for general City services with an allocation of \$4,243,013 for both operating transfers and ROW use fees.

Wastewater Fund

This fund provides for the maintenance of over 400 miles of lines, lift stations and other wastewater facilities, and the operation of the Coffee Creek Wastewater Treatment Plant (pages 96-97).

With the completion of the Master Plan we now have the appropriate guidance concerning the expansion of our wastewater system as our growth continues. One of the first items to be addressed is the Wastewater Plant, as capacity will be expanded along with other improvements. These upgrades and expansion are targeted for completion in 6-8 years. The plant expansion will have to address a new nutrient removal requirement that will result in \$18M of additional improvements.

Two other additional major improvement projects have also begun involving the Spring Creek and Chisholm Creek lift stations, and these will be bond-financed.

A rate study is also anticipated for the wastewater system for the next budget year, to address the identified capital needs in the new Master Plan.

Revenue will also increase in this fund (10%) because of the last year of the current adjustment, and expenses will increase about 25% because of additional capital outlay.

Solid Waste Fund

Collection and disposal services for over 28,000 residential customers and over 1,900 commercial customers are provided through this fund, and user fees are the only source of revenue.

The initiation of a City-operated composting program has been delayed to a lack of funding. The project has also become more complex because of federal regulations concerning leachate and storm-water runoff. The increased complexity would greatly increase the cost of the program. As a result, project design coordination has been turned over to our Engineering Department for completion of design and cost estimates. The composting program will need to pay its own way through a rate increase. A low-interest rate loan through the State Revolving Loan Fund is an option that could be used for the capital costs, with the debt serviced by the rate increase.

An enhanced recycling program began in July, and the results have been very encouraging as the participation rate has more than doubled from the previous program. The upgraded program features single stream recycling, full-size carts with lids and rollers, the inclusion of cardboard into the recycling program, and every other week curbside pickup.

An internal solid waste rate study was conducted earlier this year that compared our rates with similar cities and outside vendors. The last two years of the Plan identify significantly reduced fund balances, as expenses continue to increase in a growing community. An additional truck and route will need to be funded, and aging equipment must be replaced. Next year's budget anticipates a rate increase, as well as certain departmental changes that will occur in the next several years.

This fund will help support the General Fund through another operating transfer of \$342,228, but this utility is not charged a ROW use fee.

Drainage Fund

Inadequate revenue remains an ongoing concern for this fund, as a monthly service fee charged to all utility customers (\$3 for residential) is the only source of revenue (pages 102-103).

The Willowood Drainage Project in the area of 2nd and Coltrane will be completed in the next few months, and as a result the most major long-term drainage need in our community will finally be addressed. As a result, available revenue for next year will be greatly reduced. However, three neighborhood drainage and retrofit projects are scheduled for next year. The design of the Cedar Ridge storm sewer project is also scheduled for the 14-15 budget.

The long-awaited Coffee Creek Drainage Basin Study has been completed and is now being reviewed by our staff. We are hoping to also use this study to identify future detention areas.

Arcadia Fund

This fund finances recreational opportunities at Arcadia Lake (pages 101-102). It remains our goal that the fees charged will generate enough revenue to pay for the operating expenses. The five-year Plan projects that this goal will be met for all five years. Arcadia Lake continues to enjoy a growing attendance as more people continue the variety of activities available.

Our staff continues to explore significant new improvements to serve the growing number of patrons. The entrance to Carl Reherman Park at 33rd & Air Depot was recently completed and over the next two years park improvements will be phased in, including another boat launch and boat parking along with day use picnic sites. The goal is to start opening improved areas of the park in 2015. The Park Tax Fund will pay for these improvements.

Another significant project is the pending construction of a paved trail along Spring Creek from I-35 to Spring Creek Park, and the goal is to have this 18' trail completed by the end of 2014. This particular trail is anticipated to only be the initial leg of a trail system that will ultimately circle the lake. Major private fundraising is proceeding to build this trail that will provide a significant distance of off-roadway biking and running on a paved trail. We see this additional trail as an outstanding regional attraction for users of the lake.

One more significant development is the potential public-private partnership for the development of a marina, some lake cabins and an attractive recreational vehicle park. These partnership projects are proceeding through the review process with the Corps of Engineers and a development timetable should be identified in the next budget year.

The fourth year of the plan shows nearly a \$260,000 reduction in the revenue bond transfer. These revenue bonds are for the recreation improvements at Arcadia Lake. Money is transferred from the General Fund to make this payment which continues until 2024. This reduced payment level will continue until the bonds are paid off.



Golf Course Fund

Kickingbird Golf Course continues to operate as an enterprise fund, with the goal that revenues will cover the operating expenses of the facility (pages 108-109). In the current budget Park Tax funds have been used to help in some of the capital equipment funding, and these funds are being used to provide initial funding for inclusion in the fleet lease program. This subsidy assistance allows for all our golf equipment to become a part of our fleet lease program. In past years the replacement of golf carts or greens mowers caused a large jump in a given year's expenditures. This will level out the payments for such equipment and allow these funds to come from the operating expenses of this fund.

The five-year Plan identifies relatively stable balances in an effort to maintain at least a 15-20% minimum level. However, necessary rate or spending adjustments will be made as needed to maintain

appropriate reserves. Good or bad weather will always have a big impact on the level of play and course revenue.

Edmond is in a competitive marketplace for golf services and we will continue to run the course in a professional businesslike manner. Our staff is dedicated to growing the sport by providing youth golf opportunities, family night events, and tournaments that accommodate people of all ages and skill levels. Staff is actively pursuing the development of an indoor training facility, which is seen as another way to generate new revenue, and a public/private partnership is being pursued concerning this possibility. This fund continues to pay off the revenue bonds issued many years ago for course and clubhouse improvements. In the fourth year this amount reduces from around \$158,000 to about half that amount, and all the bonds will be paid off in 2023.

Park Tax Fund

The ongoing 1/8 cent sales tax for parks provides the financing for this fund, which has mainly been used for capital improvements (pages 83-84). Regular replacements and upgrades to playground equipment in all our City parks are financed by this tax. This tax has also provided support for major capital improvements at the golf course and the lake.

The tax also supports operating expenses at Mitch Park which now include our operational expenses associated with the competitive pool. Our agreement with the Edmond Public Schools is that they will provide up to \$50,000 for operational expenses. The YMCA operates the entire facility and we have agreements to provide expenses for the competitive pool area, and those expenses are offset by pool rentals by swim clubs. While \$175,000 has been initially identified for annually operating expenses, we believe this amount will be considerably less but of course do not yet have the experience in operations for a more accurate projection.

This fund has supported, along with the 2000 Capital Improvements Sales Tax Fund, the construction of both the Mitch Park YMCA/Edmond Public Schools Competition Pool project and the Edmond 66 Softball Complex. Another major project that should be completed shortly into the new budget year is the City's initial aquatic Splash Pad in a portion of the Barnett Field area at Kelly and Main. The two main construction projects in the 14-15 budget will involve the continued development of Carl Reherman Park and the construction of a new maintenance building at the golf course.

With the completion of the Park Master Plan as a guide, staff is working with the Park Board to identify the next major projects the City needs to pursue. The outer years of the Plan feature the accumulation of large reserve funds, which is intentional and designed to provide more time to identify the next priority projects. The future years also anticipate more trail development, the development of a synthetic turf workout area at the Blake-Service Soccer Complex, and the development of a second splash pad in the community.

Ambulatory Services Fund

The City's annual subsidy to participate in the EMSA (Emergency Medical Services Authority) regional ambulance is provided through this fund (pages 71-72). A \$3.00 monthly charge on residential utility bills has financed this subsidy for the past five years, instead of an allocation from the General Fund.

This charge covers out-of-pocket expenses for the TotalCare ambulance service through EMSA. Residential customers are automatically enrolled in the program, and people can annually opt-out in October. Residents who choose to opt out however, will be responsible for these significant ambulance expenses, which currently start at around \$1,800.

The EMSA subsidy request (Appendix A) for the 14-15 budget reflects a significant 19% *decrease*. The two factors responsible for this decrease include the lower contract amount of the new service provider and the purchase of fewer ambulances. This ambulance service continues to be nationally recognized for excellent clinical care.

It was anticipated that the \$3.00 monthly charge would need to be increased in the next budget year, and the goal of five years without an increase has been met. However, it now appears we will be able to leave the charge at \$3.00 for at least another few years, good news for local residents.

Capital Improvements Fund—General Fund

This fund provides limited capital funding for specific needs in only the next budget year (pages 73-74). It is recommended to provide an additional allocation of \$150,000 from the General Fund for the 14-15 budget. At this point staff anticipates the projects to include design costs for temporary turn lanes at the Covell & Santa Fe intersection and another \$100,000 allocation for project related to the Bicycle Master Plan.

The four outer years of the Plan all include annual \$600,000 allocations to this fund to provide additional assistance for specific smaller capital needs.

1996 Capital Improvements Fund

Only one project remains in this fund, the 33rd St. widening project from Coltrane to I-35. However, only a very limited fund balance of \$180,000 is available, and this amount is not nearly enough to provide the City match for this project. In addition, this project has been pushed back several times in the state (ODOT) funding cycle because of reductions in both traffic volume and accidents. *As a result, it is recommended that the remaining funds be used in the coming year for a different project and close out this fund.*

2000 Capital Improvements Sales Tax Fund

This fund continues to provide the primary financing for capital improvements in Edmond (pages 85-86). This 3/4 cent tax was initially approved by voters in 1996 and indefinitely extended in 2000. The recent opening of the Mitch Park YMCA/Edmond Public Schools Competitive Pool is a tremendous accomplishment that features an impressive three-way partnership between the City, the YMCA of greater OKC, and the EPS to accomplish a major long-term community need. The immediate popularity of this project is evidenced by the recent YMCA announcement that they have exceeded their first-year membership goal *within the first three months* the new facility has been in operation.

In addition, the new adult softball complex in Edmond 66 Park, the Kelly Street widening from Covell to Coffee Creek, and the pending Spring Creek Trail construction from I-35 to Spring Creek Park at Arcadia Lake represent a very significant list of accomplishments in 2014.

The list of upcoming projects is also impressive. The next phase of improvements on Covell, from Fairfax Boulevard to I-35, is scheduled to begin after the beginning of the federal fiscal year in October to include funding assistance from a highway grant. This project will complement the work that has already been initiated at the interchange as part of the significant economic development project associated with the development of the Hotel/Conference Center (HCC). The goal is that the roadway improvements will be complete as the HCC is ready to open. The City has committed a total of \$11M from this fund for the purchase of land for the HCC (\$2.2M), the purchase of land for an Indoor Sports Complex (\$2M), infrastructure improvements to serve development on the west side of the interchange (\$2M), and funding assistance for the construction of the Conference Center (\$4.8M). The HCC has been identified as a longstanding need for the community, and the Indoor Sports Complex supports a City Council goal of Edmond being a major activity hub for youth sports. These building projects should have construction contracts awarded before the end of 2014. The developments provide that the City will be repaid \$9M in 15 years as the developers buy out the City's interest in the land and the conference center improvements. This major economic development project will encourage significant new visitor traffic to Edmond, and the development area will provide new construction-ready sites for new retail opportunities for additional sales tax collections along the I-35 corridor.

A multi-year program continues the development of an intelligent traffic system, which features improved traffic control equipment at local intersections that includes continuous communication with a central computer system. This centralized control can be monitored and adjusted in real time to meet specific traffic issues as they arise to improve traffic flow. The first improvement corridor is being initiated as part of the current budget along 2nd Street/Edmond Road from Santa Fe on the west to Saints Boulevard on the east, and highway grant funds are also a major piece of the funding.

The annual program to resurface, reconstruct and rehabilitate local streets will continue. The 14-15 budget includes \$2.05M, with a 2.5% inflation adjustment added to the outer four years of the Plan.

Refunding of past bond issues have resulted in improved interest rates and additional cash resources for other improvement projects. In the current budget a recently completed refunding resulted in over \$1.5M in additional revenue. Although such additional revenue is not budgeted into the five-year Plan, we anticipate that one more refunding is possible in the 14-15 budget that would result in an estimated \$1M in additional revenue.

This fund's ability to provide adequate long-term funding for major capital projects continues to be a major source of concern, and the five-year Plan identifies a significant reduction in the number of projects being considered because of reduced revenue. The initial bond that was issued when this tax was passed will be paid out in 2021. If the trend of growing sales tax revenue continues, it might be possible to have another small (\$10M) bond issue in a couple of years. It is important to remember however, that the list of projects identified with the passage of the sales tax extension in 2000 have basically been completed, just as our public was promised. As Edmond continues to grow the funding gap will continue to widen between available revenue and an ever-increasing list of new projects to be considered.

2012 Public Safety Center—Capital Improvements Fund

Revenues and expenditures connected with the design and construction of the Public Safety Center project are included in this fund (pages 87-88). The City began collecting the five-year half-cent sales tax that will fund this project in April of 2012. The actual construction began last fall, and a 24-month time frame is anticipated.



CITYLINK Public Transportation Fund

Almost six years ago Edmond's public transportation service (CITYLINK) was initiated, and it includes four local routes, one express route to and from OKC, and an on-demand paratransit service (pages 112-113). Total ridership has increased dramatically (over 300%) since the City service was initiated, and total annual ridership is now over 265,000.

For the past couple of years we have been concerned about the increasing costs that go with increasing demand, and the City's costs for this program come entirely from the General Fund. Part of this problem also involves grant programs either being eliminated or reduced. For both the current budget and the 14-15 budget we are pleased to report a reduction and stabilization in CITYLINK expenses. The revised current budget is projected to actually end up about 14% less due to adjusted (reduced) paratransit services that are now limited to 3/4 of a mile from a fixed route instead of city-wide, and also lower fuel costs. The 14-15 budget will also be significantly less (\$1,456,693 compared to \$1,722,693 in FY13-14 – a 15.4% reduction), resulting in a reduced net cost of \$882,323. This reduction is primarily due to both a more economical contract with our outside service provider.

A revenue study prepared by an outside firm was recently completed, and both City staff and the Transportation Committee will be reviewing these possible additional revenue options in the coming months.

The improvements in the current revenue picture and the anticipated revenue enhancements to come will help to insure the long-term viability of this important public service.

Starting with next year's budget this activity will now be reflected as an enterprise fund, a more appropriate category to track expenditures and revenues.

Art in Public Places Fund

The financing of public art in Edmond is provided through this fund (pages 79-80). Several pieces of art are normally placed in the community each year, and the program features a public/private partnership that features a dollar-for-dollar match. Another request from the Visual Arts Commission for \$100,000 is included in next year's budget, along with an additional request for a \$10,000 maintenance allocation. The matching funds will only be spent as private donations are received.

All five years of the Plan also include the continuation of annual \$3,000 allocations for the Utility Bill Check-Off Program, and these donations come from utility customers who choose to participate.

The City's contribution of up to 1% to public art for municipal construction projects over \$250,000 (as authorized by ordinance) is the third component of this fund.

Hospital Sale Trust Fund

This fund (pages 65-66) accounts for the proceeds of the 1982 City sale of the hospital facility now known as OU Medical Center Edmond. A portion of the accrued interest has annually been transferred to this fund since it was created in 2003. Any spending of the principal requires voter approval, and in 2011 local voters approved a loan of the principal amount (\$7,098,616) to provide interim initial financing of the Public Safety Center project.

The full principal amount will be repaid from the proceeds of the five-year half-cent sales tax that was approved to fund the project. The entire amount will be repaid no later than the end of the fifth year.

Real Property Fund

This fund provides for the purchase of property for City use as needed, and the interest from the Hospital Trust Fund is the only source of revenue (pages 67-68). Only a very limited amount of revenue remains in this fund, and another source of revenue should be considered in the short term.

CDBG Fund

The operation of our Community Development Block Grant program is provided for in this fund (pages 55-56). The federal CDBG funding allocation to Edmond as an "entitlement community" of over 50,000 population is the sole source of funding.

This budget is now identified for one year only, as we never know the federal allocation amount until after the budget is prepared. Only the funds actually received are actually spent.

Convention and Visitors Bureau Fund

This fund was created when this operation became part of the City organization in 2004 (pages 69-70). The sole source of revenue is the 4% hotel/motel (bed) tax.

Employee Pension Fund

All City employees except fire and police personnel and the City Manager are covered by this self-funded program. Although this program is no longer identified as a separate fund, the projected contributions are included in the individual fund budgets.

For several years we have discussed the disparity between the City's contribution percentage and the individual employee contribution percentage. Years ago these percentages were both 5.25%, but over the years as investment earnings declined the City's percentage grew in many years. An actuary hired

by the Employee Pension Board annually determines the City contribution rate that is needed to maintain full funding. For the 14-15 budget this rate will increase from 8.17% to 8.32% effective July 1, 2014. The annual rate determined by the actuary is always used for all five years of the Plan, since future economic situations affecting this program cannot be determined.

This year the Pension Board addressed the longstanding concern over contribution rates by establishing that if/when the City's contribution rate reaches 10%, it will automatically trigger a review of the possibility of increasing the employee contribution rate as well.

This year the Pension Board also granted a cost-of-living-adjustment (COLA) to retirees based on a 1% increase multiplied by the number of years of retirement since September of 1997. This COLA impact to the Pension Fund over the next 10 years is estimated to be \$169,185 or .74% and is the first such adjustment since 1997.

HUMAN RESOURCES

Human Resources Director Lisa Goodpasture has identified the proposed personnel budget in the detailed information included in the Personnel section at the end of the budget document.

Employee Group Insurance Fund

The most important benefit for full-time and some part-time City employees is the City's self-funded health insurance program. For many years the City has provide the full cost of individual coverage for employees, as well as 75% of the cost of optional dependent coverage. Two years ago however, employees who select employee-only coverage under the Enhanced Plan began paying \$40 per month. We are also preparing for the changes that are known at this time relating to the federal Affordable Health Care Act.

An Employee Health Clinic will soon become a reality, as this exciting new initiative and additional employee benefit has been formally approved by the City Council and Care ATC has been selected as the outside entity to operate the clinic, which will be located in the Downtown Community Center. This clinic will provide a more accessible, centralized, and less expensive alternative for our employees and dependents for initial minor medical treatment and consultation. All the funding for the clinic will come from reserves in this fund (Reserve for Other Restricted Purposes).

In addition to creating a major new benefit for employee and dependents, we are also hopeful that the increase in employee wellness/prevention will result in some stabilization of costs in this fund at some point in the future.

Conclusion

We continue to be proud of the transparency, professionalism, and openness of the City of Edmond budget preparation process. We hope the City budget helps to demonstrate to our citizens that we are good stewards of their tax dollars. Both our internal mission and our seven core values have been important considerations in the preparation of this proposed budget and Five-Year Financial Plan.

Our organization is very aware that the *City of Edmond exists to provide services*. It is my privilege and pleasure to work with exceptional people who are dedicated to genuine public service.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Larry Stevens". The signature is fluid and cursive, with a large, sweeping initial "L" and a distinct "S" at the end.

Larry Stevens
City Manager

**THE CITY OF EDMOND, OKLAHOMA
BUDGET SUMMARY - ALL FUNDS
FISCAL YEAR 14-15**

	GENERAL FUND	SPECIAL REVENUE FUNDS	CAPITAL PROJECT FUNDS	ENTERPRISE FUNDS UTILITY FUNDS	ENTERPRISE FUNDS OTHER FUNDS	INTERNAL SERVICE FUNDS	COMBINED FUNDS
ESTIMATED RESOURCES							
REVENUES:							
Taxes	37,535,336	6,393,885	21,768,452	-	-	-	65,697,673
Inter-governmental	1,560,192	571,143	-	1,147,947	260,770	-	3,540,052
Licenses & Permits	1,327,292	-	-	1,600,074	-	54,116	2,981,482
Fines & Forfeitures	2,177,125	-	-	-	-	-	2,177,125
Charges for Services	6,125,903	935,671	14,756	123,009,215	2,365,200	11,189,528	143,640,273
Interest	73,500	121,000	590,700	750,000	5,000	137,000	1,677,200
Miscellaneous Revenue	227,436	137,730	219,000	556,562	37,684	148,772	1,327,184
Subtotal - Revenues	49,026,784	8,159,429	22,592,908	127,063,798	2,668,654	11,529,416	221,040,989
OTHER RESOURCES:							
Debt/Loan Proceeds	-	-	7,000,000	-	-	-	7,000,000
Restricted Prior Year Reserves	3,219,325	21,557,734	19,782,786	13,144,290	1,301	16,941,551	74,646,987
Committed Prior Year Reserves	10,000	1,117,520	18,384	-	-	-	1,145,904
Unrestricted Prior Year Reserves	8,284,127	-	-	45,536,021	852,794	1,780,038	56,452,980
TOTAL ESTIMATED RESOURCES	60,540,236	30,834,683	49,394,078	185,744,109	3,522,749	30,251,005	360,286,860
ESTIMATED USES							
DIRECT COSTS BY FUNCTION:							
General Government/ Central Services	2,392,435	-	305,500	-	-	31,320,353	34,018,288
Public Safety	1,699,012	37,237,910	19,000,000	-	-	4,229,259	62,166,181
Park & Recreation	2,983,186	-	2,256,860	811,978	1,788,384	-	7,840,408
Streets & Highways	900,000	-	8,613,423	-	-	3,722,910	13,236,333
Health & Welfare	429,500	460,094	-	-	1,167,389	-	2,056,983
Utility Services	-	-	-	116,600,513	-	7,058,028	123,658,541
Other Activities	1,554,778	7,587,873	-	-	66,262	-	9,208,913
Economic Infrastructure Development	565,419	-	-	-	-	-	565,419
DEBT SERVICE COST:							
Principal and Interest	-	-	8,537,553	7,270,754	-	-	15,808,307
Issuance Costs	-	-	250,000	-	-	-	250,000
TOTAL ESTIMATED COSTS	10,524,330	45,285,877	38,963,336	124,683,245	3,022,035	46,330,550	268,809,373
	3.92%	16.85%	14.49%	46.38%	1.12%	17.24%	
TRANSFERS IN:							
Sales Tax	31,685,357	-	-	-	-	-	31,685,357
Other Transfers	2,042,584	31,701,671	267,000	32,180,478	1,000,000	-	67,191,733
Debt Service Transfers	-	-	-	5,642,275	-	-	5,642,275
Internal Service Charges & Allocations	-	-	-	-	17,754	34,677,307	34,695,061
TOTAL TRANSFERS IN:	33,727,941	31,701,671	267,000	37,822,753	1,017,754	34,677,307	139,214,426
TRANSFERS OUT:							
Sales Tax	(31,685,357)	-	-	(31,685,357)	-	-	(63,370,714)
Other Transfers	(33,506,792)	-	(7,000)	(1,992,584)	-	-	(35,506,376)
Debt Service Charges	-	-	-	(5,483,610)	(226,414)	-	(5,710,024)
Fleet Assessment Charges	(118,641)	(1,280,132)	(3,627)	(771,533)	(235,722)	(767,745)	(3,177,400)
Vehicle Maintenance Charges	(62,552)	(555,500)	(2,500)	(845,116)	(1,300)	(489,810)	(1,956,778)
Insurance Cost Allocation	(127,701)	(1,010,608)	(3,014)	(187,267)	(11,390)	(295,520)	(1,635,500)
Administrative Indirect Cost Allocation	(4,220,338)	(4,060,624)	(128,872)	(7,429,829)	(243,461)	(2,046,870)	(18,129,994)
Field Services Cost Allocation	(4,843,989)	-	-	(4,883,651)	-	-	(9,727,640)
TOTAL TRANSFERS OUT:	(74,565,370)	(6,906,864)	(145,013)	(53,278,947)	(718,287)	(3,599,945)	(139,214,426)
TOTAL NET TRANSFERS	(40,837,429)	24,794,807	121,987	(15,456,194)	299,467	31,077,362	-
OTHER USES:							
Assigned (Reserve for Council Special Projects)	100,000	-	-	-	-	-	100,000
Committed for Other Purposes	-	1,475,000	18,384	-	-	-	1,493,384
Restricted (Reserve for Other Restricted Purposes)	3,015,873	-	2,554,093	11,590,530	1,301	14,841,070	32,002,868
Restricted (Reserve for Specific Fund Purposes)	-	8,868,613	7,980,252	-	-	-	16,848,865
Unassigned (Res for Emergencies & Shortfalls*)	6,062,604	-	-	34,014,140	798,880	156,747	41,032,371
TOTAL OTHER USES	9,178,477	10,343,613	10,552,729	45,604,670	800,181	14,997,818	91,477,487
TOTAL ESTIMATED USES	60,540,236	30,834,683	49,394,078	185,744,109	3,522,749	30,251,006	360,286,860

*** LEVEL OF EMERGENCY RESERVES:**

Percentage of Total Revenue	11.89%	21.78%
Number of Days of Revenue	43	79

**GENERAL FUND
RESOURCES SUMMARY BY SOURCES**

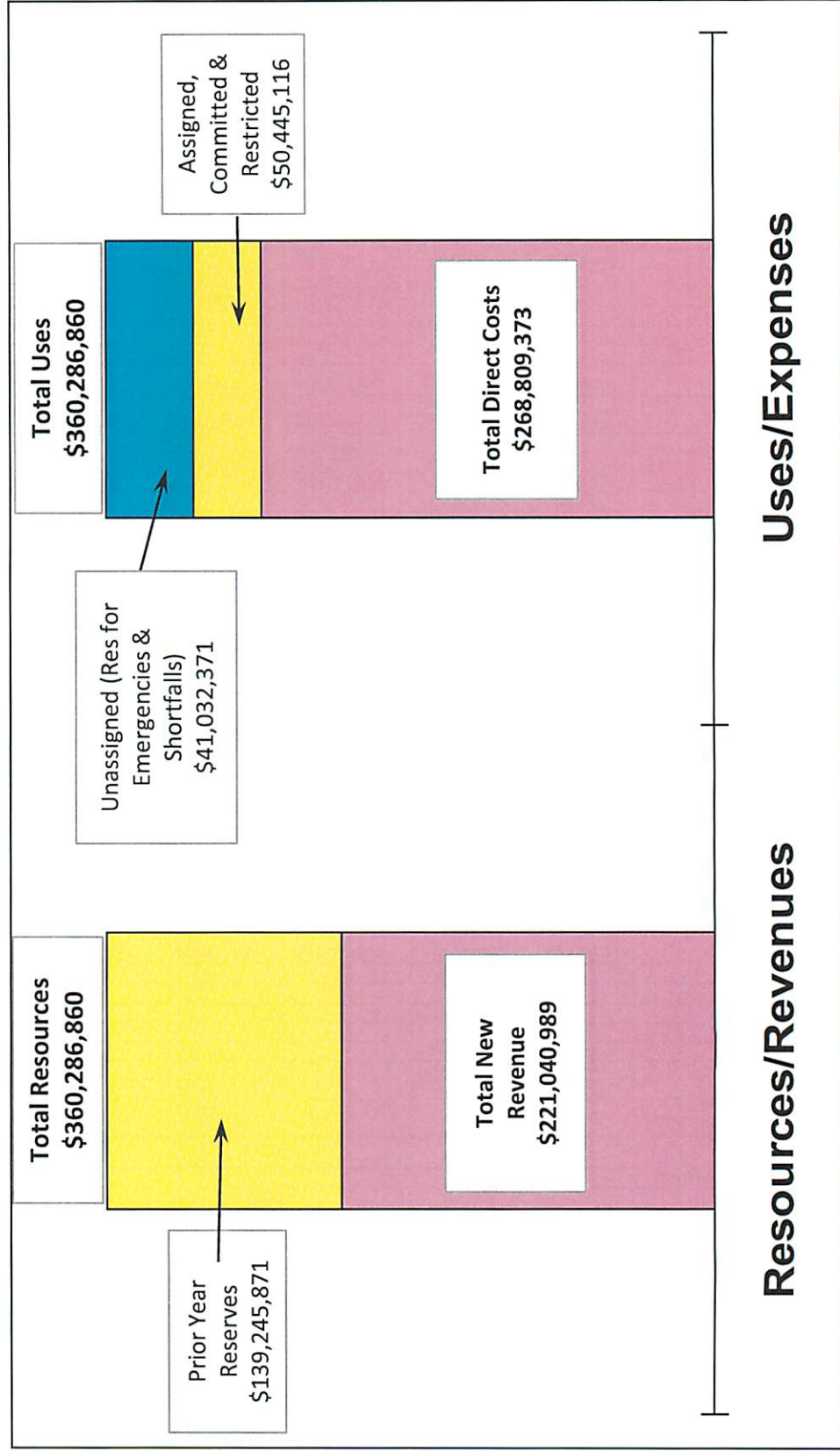
REVENUE SOURCES	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
TAXES								
Sales Tax	31,310,814	29,500,785	31,685,357	31,685,357	33,269,625	34,933,106	36,679,761	38,513,750
Use Tax	3,092,764	2,890,190	3,346,104	3,379,565	3,413,361	3,447,494	3,481,969	3,516,789
Hotel/Motel Tax	-	-	-	-	-	-	-	-
Franchise Tax	2,157,871	2,342,603	2,314,534	2,429,409	2,516,214	2,603,020	2,689,826	2,776,631
Liquor Tax	41,617	39,655	42,472	41,005	42,324	43,644	44,963	46,283
Sub-Total	36,603,066	34,773,233	37,388,467	37,535,336	39,241,524	41,027,264	42,896,519	44,853,453
LICENSES & PERMITS								
City Clerk	9,519	5,658	6,464	6,018	6,185	6,353	6,521	6,689
Building Department	1,350,137	1,186,804	1,426,125	1,280,275	1,350,374	1,419,630	1,480,627	1,566,510
Oil & Gas Fees	29,625	40,726	49,191	40,999	41,407	42,769	44,130	45,492
Sub-Total	1,389,281	1,233,188	1,481,780	1,327,292	1,397,966	1,468,752	1,531,278	1,618,691
FINES & FORFEITURES								
Court Fines	2,053,931	2,161,210	2,139,963	2,177,125	2,202,860	2,234,035	2,271,314	2,308,592
Sub-Total	2,053,931	2,161,210	2,139,963	2,177,125	2,202,860	2,234,035	2,271,314	2,308,592
INTERGOVERNMENTAL								
Grant Revenues	679,666	10,000	10,000	10,000	10,000	10,000	10,000	10,000
Alcoholic Beverage & Cigarette Tax	874,872	836,740	857,355	861,339	885,936	910,535	935,134	959,732
Vehicle & Gas Tax	745,259	672,072	754,238	688,853	705,633	722,414	739,195	755,976
Sub-Total	2,299,797	1,518,812	1,621,593	1,560,192	1,601,569	1,642,949	1,684,329	1,725,708
CHARGES FOR SERVICES								
Right of Way Fees	4,870,461	5,066,606	5,066,606	5,289,132	5,631,279	5,753,772	5,907,895	6,062,319
Recreational Program Fees	39,746	52,537	47,756	58,545	59,146	59,747	60,347	60,948
Swimming Pool Fees	409,005	447,808	386,046	479,700	515,095	549,045	577,202	605,357
Cemetery Fees	158,006	124,405	147,275	127,755	131,106	134,456	137,806	141,156
Emergency 911 Fees	39,704	48,783	45,579	49,121	49,460	49,799	50,137	50,476
Animal Welfare Fees	41,428	49,357	47,486	50,841	51,830	52,571	52,818	53,066
Curb Cut Fees	11,670	8,251	9,872	8,494	8,737	8,980	9,224	9,467
Filing Fees	63,894	42,832	60,379	54,815	59,608	62,005	64,401	69,194
Transportation Fees	200,437	-	-	-	-	-	-	-
Miscellaneous Charges	11,339	5,044	5,514	5,500	5,940	6,168	6,183	6,412
Sub-Total	5,845,690	5,845,623	5,816,513	6,123,903	6,512,201	6,676,543	6,866,013	7,058,395
INTEREST								
Earnings on Deposit	53,045	65,000	97,961	70,000	70,000	70,000	70,000	70,000
Sub-Total	53,045	65,000	97,961	70,000	70,000	70,000	70,000	70,000
MISCELLANEOUS REVENUES								
Miscellaneous Revenues	291,656	205,904	209,075	223,936	230,720	234,723	237,199	240,977
Sub-Total	291,656	205,904	209,075	223,936	230,720	234,723	237,199	240,977
SUBTOTAL-REVENUES	48,536,466	45,802,970	48,755,352	49,017,784	51,256,840	53,354,266	55,556,652	57,875,816
TRANSFERS IN								
E.P.W.A.	3,378,214	3,202,100	3,202,100	1,942,584	2,497,270	3,276,525	3,544,108	3,824,146
Neighborhood Stabilization Fund	-	-	-	-	-	-	-	-
Hospital Trust Fund	-	-	-	-	-	-	-	-
Convention Visitors Bureau Fund	10,802	-	-	-	-	-	-	-
Capital Improvement Fund	-	-	-	-	-	-	-	-
Parks Special Events Fund	-	-	-	-	-	-	-	-
Sub-Total Transfers In	3,389,016	3,202,100	3,202,100	1,942,584	2,497,270	3,276,525	3,544,108	3,824,146
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves:								
Street & Alley	1,396,246	1,916,582	1,916,582	1,621,732	1,410,585	1,196,218	1,218,632	1,012,827
Juvenile Court	699,830	719,072	719,072	752,730	810,125	881,049	958,736	1,043,192
Capital Infrastructure Improvement	-	-	-	-	-	-	-	-
Transportation Comm. Development	11,140	8,690	8,690	8,690	8,690	8,690	8,690	8,690
Council Special Projects	55,621	100,000	100,000	10,000	100,000	100,000	100,000	100,000
Unassigned (Unrestricted) Prior Year Reserves	7,523,125	8,390,705	8,390,705	8,284,127	6,062,604	5,554,339	5,982,801	7,532,718
Sub-Total Other Resources	9,685,962	11,135,049	11,135,049	10,677,279	8,392,004	7,740,296	8,268,859	9,697,427
TOTAL ESTIMATED RESOURCES	61,611,444	60,140,119	63,092,501	61,637,647	62,146,113	64,371,088	67,369,619	71,397,388

**PUBLIC WORKS
RESOURCES SUMMARY BY SOURCES**

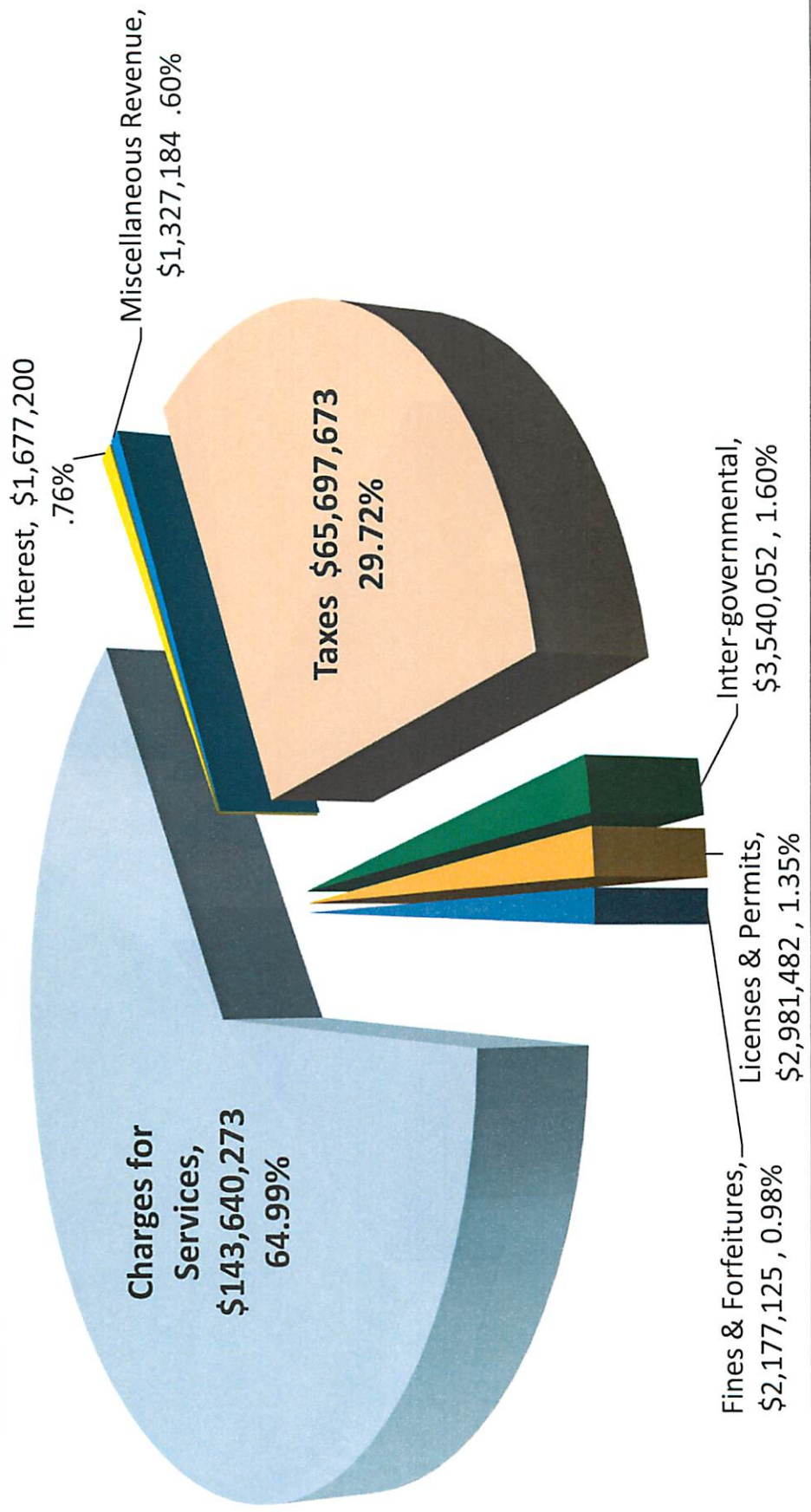
REVENUE SOURCES	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
INTER-GOVERNMENTAL								
Electricity	12,673	-	-	-	-	-	-	-
Water	-	-	-	-	-	-	-	-
Solid Waste	-	-	-	-	-	-	-	-
Wastewater	908,624	-	-	-	-	-	-	-
Drainage Utility	-	2,416,597	1,268,650	1,147,947	-	-	-	-
Arcadia Lake	-	-	-	-	-	-	-	-
Sub-Total	921,297	2,416,597	1,268,650	1,147,947	-	-	-	-
LICENSES & PERMITS								
Electricity	-	-	-	-	-	-	-	-
Water	1,205,314	905,887	1,177,596	1,007,853	1,040,169	1,072,484	1,104,800	1,137,116
Solid Waste	-	-	-	-	-	-	-	-
Wastewater	684,638	411,965	630,730	592,221	621,786	633,646	645,506	657,367
Drainage Utility	-	-	-	-	-	-	-	-
Arcadia Lake	-	-	-	-	-	-	-	-
Sub-Total	1,889,952	1,317,852	1,808,326	1,600,074	1,661,955	1,706,130	1,750,306	1,794,483
CHARGES FOR SERVICES								
Electricity	70,776,334	75,008,638	73,984,364	76,982,775	78,957,794	80,558,210	82,719,028	84,879,843
Water	21,534,405	22,860,273	21,397,350	23,371,959	23,980,954	24,565,310	25,215,973	25,866,636
Solid Waste	7,824,830	7,939,699	7,949,802	8,616,252	8,691,919	8,786,485	8,858,907	8,931,327
Wastewater	9,256,256	9,463,214	10,595,054	11,427,904	11,686,831	11,951,929	12,222,907	12,499,894
Drainage Utility	1,686,081	1,669,735	1,699,193	1,696,557	1,707,185	1,727,864	1,733,432	1,739,001
Arcadia User Fees	801,606	877,563	946,418	913,768	942,982	973,153	1,003,325	1,035,139
Sub-Total	111,879,512	117,819,122	116,572,181	123,009,215	125,967,665	128,562,951	131,753,572	134,951,840
INTEREST								
Electricity	17,374	65,000	19,276	18,000	18,000	18,000	18,000	18,000
Water	57,756	175,000	258,951	180,000	180,000	180,000	180,000	180,000
Solid Waste	3,158	12,000	18,607	15,000	15,000	15,000	15,000	15,000
Wastewater	18,611	90,000	102,534	100,000	100,000	90,000	80,000	70,000
Drainage Utility	10,231	35,000	51,247	40,000	40,000	40,000	40,000	40,000
Arcadia Lake	611	2,200	2,496	2,000	2,000	2,000	2,000	2,000
Sub-Total	107,741	379,200	453,111	355,000	355,000	345,000	335,000	325,000
MISCELLANEOUS REVENUES								
Electricity	328,750	291,670	205,592	298,613	300,386	304,720	309,054	313,387
Water	171,948	207,176	196,702	209,359	211,911	214,465	217,018	219,571
Solid Waste	-	-	-	-	-	-	-	-
Wastewater	4,604	-	3,450	-	-	-	-	-
Drainage Utility	4,263	-	-	-	-	-	-	-
Arcadia Lake	47,938	49,261	45,319	48,590	50,125	51,661	53,195	54,731
Sub-Total	557,503	548,107	451,063	556,562	562,422	570,846	579,267	587,689
SUBTOTAL-REVENUES	115,356,005	122,480,878	120,553,331	126,668,798	128,547,042	131,184,927	134,418,145	137,659,012
OTHER RESOURCES:								
DEBT/LOAN PROCEEDS								
Electricity	-	-	-	-	-	-	-	-
Water	-	-	-	-	-	-	-	-
Solid Waste	-	-	-	-	-	-	-	-
Wastewater	-	-	-	-	-	-	-	-
Drainage Utility	-	-	-	-	-	-	-	-
Arcadia Lake	-	-	-	-	-	-	-	-
Sub-Total	-	-	-	-	-	-	-	-
RESTRICTED PRIOR YEAR RESERVES								
Electricity	-	-	-	-	-	-	-	-
Water	-	-	-	-	-	-	-	-
Solid Waste	-	-	-	-	-	-	-	-
Wastewater	-	-	-	-	-	-	-	-
Drainage Utility	-	-	-	-	-	-	-	-
Arcadia Lake	-	-	-	-	-	-	-	-
Sub-Total	-	-	-	-	-	-	-	-
UNRESTRICTED PRIOR YEAR RESERVES								
Electricity	6,924,811	1,460,190	1,460,190	707,125	2,027,054	(1,604,693)	(5,952,216)	(11,614,128)
Water	27,659,142	32,273,780	32,273,780	24,283,665	14,118,145	10,203,647	14,580,026	22,083,006
Solid Waste	2,234,516	2,452,739	2,452,739	1,988,773	2,480,759	2,034,502	1,896,109	1,467,135
Wastewater	13,558,979	14,151,888	14,151,888	13,128,563	9,432,421	10,781,971	17,338,196	23,960,250
Drainage Utility	5,600,557	6,346,307	6,346,307	5,136,203	5,699,482	5,590,738	5,558,512	5,935,020
Arcadia Lake	315,717	255,405	255,405	291,692	256,279	210,326	183,960	180,769
Sub-Total	56,293,722	56,940,309	56,940,309	45,536,021	34,014,140	27,216,490	33,604,587	42,012,051
TOTAL ESTIMATED RESOURCES	171,649,727	179,421,187	177,493,640	172,204,819	162,561,182	158,401,417	168,022,732	179,671,063

Combined Budgets FY 2014-15

All Funds

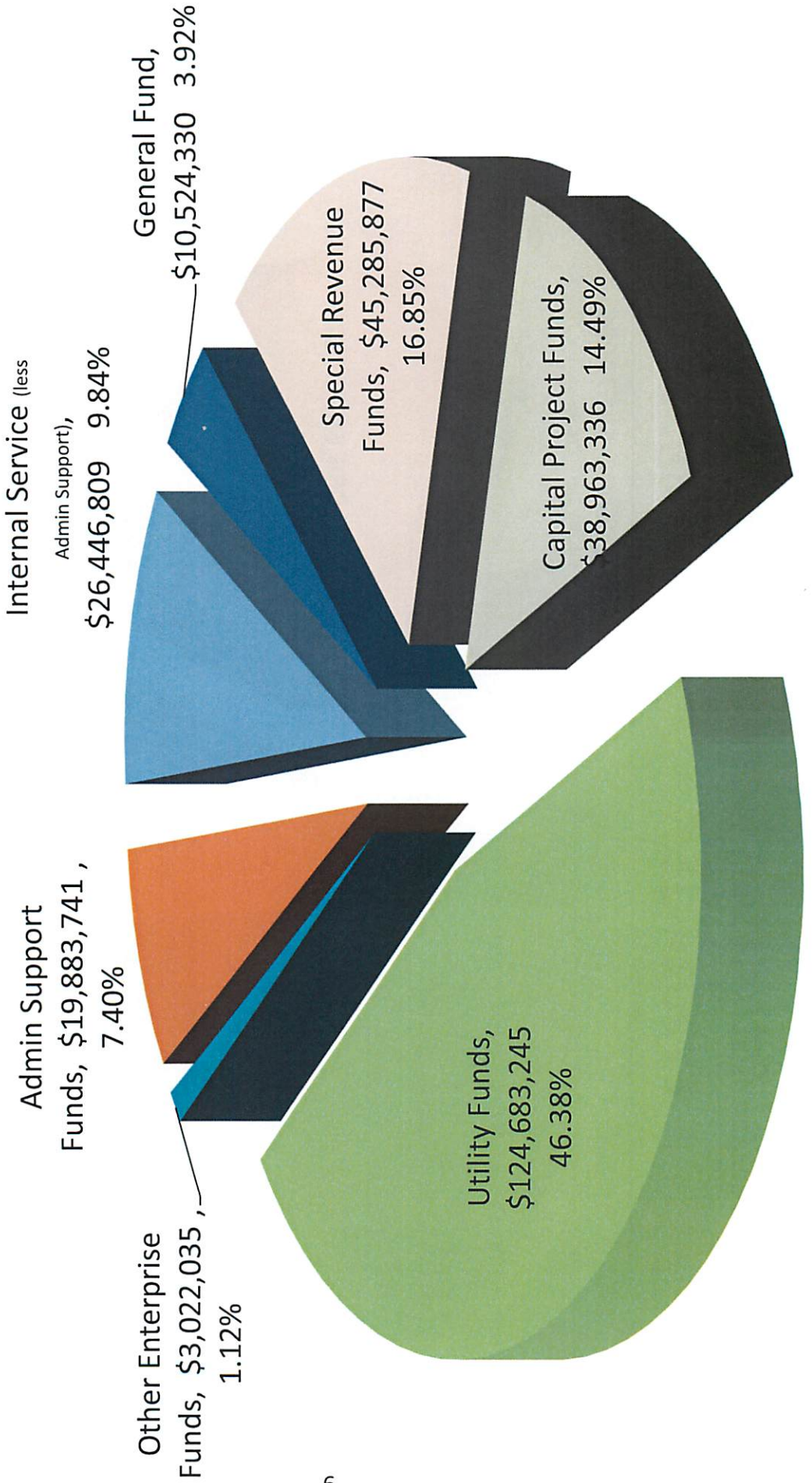


Total Estimated Revenue for All Funds for FY2014-15 \$221,040,989

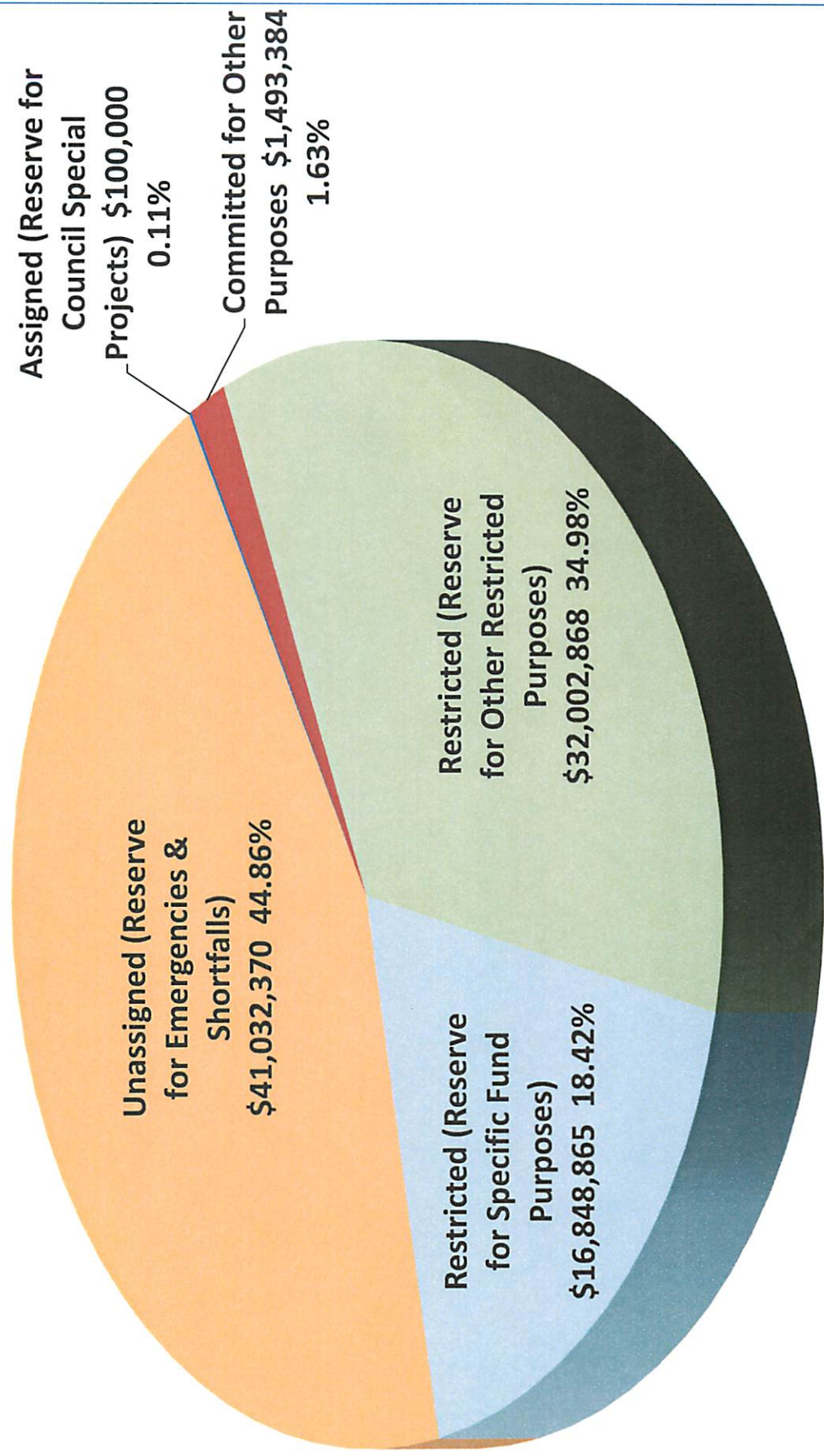


Edmond's FY14-15 Budgeted Direct Operating Expenses

\$268,809,373



Total Reserves FY2014-15
\$91,447,487



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**General Fund
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The General Fund is the principal fund of the City which accounts for all transactions not accounted for in the other funds. It accounts for the costs of operating many of the City's general basic services, such as street maintenance, parks and recreation, and general government. Financing is primarily provided by City sales tax, franchise taxes and EPWA transfers, fines, licenses, and permits, charges for services and interest earnings.

FUND BUDGET SUMMARY

General Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Taxes	36,603,066	34,773,233	37,388,467	37,535,336	39,241,524	41,027,264	42,896,519	44,853,453
Inter-governmental	2,299,797	1,518,812	1,621,593	1,560,192	1,601,569	1,642,949	1,684,329	1,725,708
Licenses & Permits	1,389,281	1,233,188	1,481,780	1,327,292	1,397,966	1,468,752	1,531,278	1,618,691
Fines & Forfeitures	2,053,931	2,161,210	2,139,963	2,177,125	2,202,860	2,234,035	2,271,314	2,308,592
Charges for Services	5,850,567	5,847,473	5,820,143	6,125,903	6,514,201	6,678,543	6,868,013	7,060,395
Interest	54,923	69,000	103,961	73,500	73,500	73,500	73,500	73,500
Miscellaneous Revenue	296,144	209,404	213,325	227,436	234,220	238,223	240,699	244,477
Subtotal - Revenues	48,547,709	45,812,320	48,769,232	49,026,784	51,265,840	53,363,266	55,565,652	57,884,816
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	2,723,524	3,366,787	3,366,787	3,219,325	3,015,873	2,974,730	3,177,131	3,158,082
Assigned Prior Year Reserves (Council Projects)	55,621	100,000	100,000	10,000	100,000	100,000	100,000	100,000
Unrestricted Prior Year Reserves	7,523,125	8,314,474	8,314,474	8,284,127	6,062,604	5,554,339	5,982,801	7,532,718
TOTAL ESTIMATED RESOURCES	58,849,979	57,593,581	60,550,493	60,540,236	60,444,316	61,992,336	64,825,584	68,675,615

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

General Government	590,464	486,656	442,514	164,200	12,200	12,200	12,200	12,200
City Council	102,316	128,495	90,144	235,195	165,695	206,845	132,945	207,945
Park & Recreation	1,773,774	2,132,442	2,044,716	2,189,590	2,233,777	2,266,201	2,294,260	2,319,311
Street Maintenance & Construction	350,018	1,477,500	1,066,266	900,000	920,000	700,000	945,000	950,000
Municipal Court	786,013	880,675	826,926	855,188	879,128	891,630	906,461	920,041
Senior Citizens Center	331,845	373,712	376,326	392,642	412,656	418,274	427,477	433,312
Outside Agencies	617,794	772,762	772,762	729,466	729,466	729,466	729,466	729,466
City Link	1,245,775	-	-	-	-	-	-	-
Emergency Management	227,487	388,478	314,003	407,527	391,070	396,272	398,818	402,328
Cemetery	158,118	178,733	175,551	185,511	192,277	196,821	200,717	203,139
Community Image	926,385	1,135,279	1,090,018	1,173,301	1,127,882	1,152,969	1,172,825	1,218,291
Planning & Zoning	540,433	571,999	593,141	1,001,319	628,268	676,485	636,062	651,664
Festival Marketplace	28,791	37,997	40,784	40,954	40,904	41,004	41,004	41,004
Building Services Department	1,024,588	1,154,696	1,184,850	1,291,485	1,346,981	1,383,531	1,422,275	1,456,060
Downtown Community Center	83,670	120,493	107,415	136,533	141,596	146,143	148,041	149,574
Historical Society	250,196	256,000	245,650	256,000	256,000	256,000	256,000	256,000
TOTAL ESTIMATED COSTS	9,037,667	10,095,917	9,371,066	9,958,911	9,477,900	9,473,841	9,723,551	9,950,335

TRANSFERS:

Transfers In	34,745,773	32,802,885	34,887,457	33,727,941	35,866,895	38,309,631	40,323,869	42,437,896
Transfers Out (See detail below)	(72,776,824)	(70,692,344)	(74,553,432)	(75,130,789)	(78,204,242)	(81,568,194)	(84,635,102)	(88,091,029)
NET TRANSFERS IN (OUT)	(38,031,051)	(37,889,459)	(39,665,975)	(41,402,848)	(42,337,347)	(43,258,563)	(44,311,233)	(45,653,133)

OTHER USES:

Restricted (Reserve for Other Restricted Purposes)	3,366,787	3,209,385	3,219,325	3,015,873	2,974,730	3,177,131	3,158,082	3,158,578
Committed for Other Purposes	-	-	-	-	-	-	-	-
Assigned (Reserve for Council Special Projects)	100,000	10,000	10,000	100,000	100,000	100,000	100,000	100,000
Unassigned (Res for Emergencies & Shortfalls*)	8,314,474	6,388,820	8,284,127	6,062,604	5,554,339	5,982,801	7,532,718	9,813,569
TOTAL OTHER USES	11,781,261	9,608,205	11,513,452	9,178,477	8,629,069	9,259,932	10,790,800	13,072,147

TOTAL ESTIMATED USES	58,849,979	57,593,581	60,550,493	60,540,236	60,444,316	61,992,336	64,825,584	68,675,615
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* LEVEL OF EMERGENCY RESERVES:

Percentage of Total Revenue	16.01%	13.03%	15.94%	11.89%	10.33%	10.56%	12.74%	15.90%
Number of Days of Revenue	58	48	58	43	38	39	47	58
Percentage of Total Expenses	10.16%	7.91%	9.87%	7.12%	6.33%	6.57%	7.98%	10.01%
Number of Days of Revenue	37	29	36	26	23	24	29	37

DETAIL OF TRANSFERS OUT:

Sales Tax	31,356,757	29,500,785	31,685,357	31,685,357	33,269,625	34,933,106	36,679,761	38,513,750
Other Transfers	32,339,852	32,446,414	34,103,346	34,072,211	34,423,675	35,797,370	36,983,366	38,514,061
Fleet Transfer for additional fleet	64,328	-	-	30,000	-	-	-	-
Fleet Assessment Charges	135,662	97,248	97,248	88,641	91,064	93,557	96,128	98,758
Vehicle Maintenance Charges	147,049	54,890	40,858	62,552	63,746	64,976	66,241	67,545
Insurance Cost Allocation	198,672	195,432	195,432	178,792	181,081	186,717	191,821	196,016
Administrative Support Cost Allocation	12,333	(70,947)	(70,947)	(51,091)	-	-	-	-
Allocation Credit	4,859,444	4,743,435	4,783,882	4,799,460	4,834,171	4,825,262	4,928,025	4,933,944
Allocation Credit	(687,993)	(711,099)	(717,930)	(579,122)	-	-	-	-
Field Services Cost Allocation	4,702,040	4,706,976	4,706,976	5,233,503	5,340,880	5,667,206	5,689,760	5,766,955
Allocation Credit	(351,320)	(270,790)	(270,790)	(389,514)	-	-	-	-
	72,776,824	70,692,344	74,553,432	75,130,789	78,204,242	81,568,194	84,635,102	88,091,029



**General Government
2014-2015
Departmental summary**

DEPARTMENTAL DESCRIPTION

This department details the transfers that come out of the General Fund which are listed on the following page. In previous years, this included the costs that are now a part of the Central Communications budget.

DEPARTMENT BUDGET SUMMARY

DEPARTMENT: General Government	FUND: GENERAL FUND						Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17			
EXPENDITURE CLASSIFICATION									
Personal Services	-	-	-	-	-	-	-	-	
Materials & Supplies	-	-	-	-	-	-	-	-	
Other Services & Charges	541,137	453,080	395,918	12,000	12,000	12,000	12,000	12,000	
Capital Outlay	49,231	33,526	46,446	-	-	-	-	-	
Debt Service	-	-	-	-	-	-	-	-	
Transfers	69,304,565	67,984,180	72,354,113	72,257,899	76,564,517	79,970,440	83,010,518	86,516,869	
TOTAL	69,894,933	68,470,786	72,796,477	72,269,899	76,576,517	79,982,440	83,022,518	86,528,869	
DETAIL OF TRANSFERS:									
Edmond Public Works Authority (Sales Tax) **	31,356,757	29,500,785	31,685,357	31,685,357	33,269,625	34,933,106	36,679,761	38,513,750	
Fire Public Safety Limited Tax Fund	13,871,264	13,345,248	14,140,128	14,237,278	14,896,581	15,513,395	16,161,697	16,845,032	
Police Public Safety Limited Tax Fund	17,015,417	16,370,171	17,345,223	17,464,394	18,273,140	19,029,765	19,825,015	20,663,240	
Capital Improvement Fund	772,292	580,000	580,000	150,000	600,000	600,000	600,000	600,000	
Arcadia Lake	474,616	494,837	494,837	495,121	493,954	494,210	236,654	245,789	
Convention & Visitors Bureau	-	-	-	-	-	-	-	-	
Arts in Public Places Fund	98,310	190,000	190,000	110,000	110,000	110,000	110,000	110,000	
Edmond Economic Development Fund (EEDA)	-	-	528,429	565,419	565,419	565,419	565,419	565,419	
Edmond Electric Economic Development Fund	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	
Administrative Support	1,468,307	1,805,080	1,805,080	1,775,500	1,826,781	1,828,786	1,870,367	1,885,781	
Allocation Credit	(161,924)	(230,708)	(230,708)	(155,078)	-	-	-	-	
Insurance Assessment	8,339	46,192	46,192	46,389	47,121	48,553	49,845	50,903	
Allocation Credit	467	(19,769)	(19,769)	(10,469)	-	-	-	-	
Field Services	4,702,040	4,706,976	4,706,976	5,233,503	5,340,880	5,667,206	5,689,760	5,766,955	
Allocation Credit	(351,320)	(270,790)	(270,790)	(389,514)	-	-	-	-	
CDBG	-	13,158	13,158	-	-	-	-	-	
CityLink	-	-	-	1,000,000	1,091,016	1,130,000	1,172,000	1,220,000	
Vehicle Maintenance	-	1,403,000	1,290,000	-	-	-	-	-	
TOTAL	69,304,565	67,984,180	72,354,113	72,257,899	76,564,517	79,970,440	83,010,518	86,516,869	

**Appropriation of the City's sales tax revenue to the Edmond Public Works Authority is in accordance with the senior lien bond Indenture.



**City Council
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Edmond City Council's vision is that Edmond will be a diverse and innovative hometown committed to excellence through leadership, balanced growth, and cooperation. These high standards will only be accomplished in full partnership with the community. The mission of the Edmond City Council is to lead by setting policy for City direction, by balancing growth, and by serving as stewards of assets for today's, as well as tomorrow's, community & citizens.

2015 CITY COUNCIL STRATEGIC PLAN

The City Council is currently in the process of updating their Strategic Plan.

DEPARTMENT BUDGET SUMMARY

EXPENDITURE CLASSIFICATION	FUND: GENERAL FUND							Projected Budget FY 18-19
	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 17-18	Projected Budget FY 14-15	
Personal Services	24,545	24,545	24,544	24,545	24,545	24,545	24,545	24,545
Materials & Supplies	1,340	5,300	3,200	5,450	5,450	6,050	6,150	6,150
Other Services & Charges	76,431	98,650	62,400	205,200	135,700	176,250	102,250	177,250
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Transfers	773,394	548,315	548,315	599,574	664,071	671,251	693,678	688,452
TOTAL	875,710	676,810	638,459	834,769	829,766	878,096	826,623	896,397

DETAIL OF TRANSFERS:

Administrative Support	885,589	627,960	627,960	663,833	661,663	668,753	691,099	685,807
Allocation Credit	(114,730)	(81,312)	(81,312)	(65,926)	-	-	-	-
Insurance Assessment	2,390	2,517	2,517	2,363	2,408	2,498	2,579	2,645
Allocation Credit	145	(850)	(850)	(696)	-	-	-	-
	<u>773,394</u>	<u>548,315</u>	<u>548,315</u>	<u>599,574</u>	<u>664,071</u>	<u>671,251</u>	<u>693,678</u>	<u>688,452</u>



**Park Department
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION:

The Parks and Recreation Department’s vision is to provide a *premier parks and recreation system with well-maintained facilities, outstanding programs and a customer loyalty focus*. Funding for maintenance operations recreational programs comes from general tax revenues and the Park Tax Fund. New projects construction/renovations are funded thru Park Tax Fund and Edmonds Capital Improvement Project Fund (CIP). Community trails, increasing interactive programming and development of community parks are our current focus.

1.	Assure that the quality of parks and facilities meet the public’s expectations.
2.	Provide for additional recreational opportunities with an emphasis on outdoor and non-traditional athletic programs.
3.	Increase entertainment offered at Hafer Park and Mitch Park Amphitheater stages.
4.	Use effective and efficient marketing methods to ensure that the public is well-informed of our offerings.
5.	Explore partnerships in recreational programs.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
20.5*-7-127	20.5*-7-127	20.5*-7-127	20.5*-7-127	20.5*-7-127	20.5*-7-127

**Staffing level includes Park Admin-Park Maintenance-Cemetery-Recreation-Pelican Bay-Parks Tax (Mitch Park Maintenance crew). The MAC building custodian is counted as .5 FT in Parks and .5FT in Senior Center.*

DEPARTMENT BUDGET SUMMARY

DEPARTMENT: Parks & Recreation

FUND: GENERAL FUND

FY 14-15

EXPENDITURE CLASSIFICATION	Prior Year Actual	Current Year Budget	Current Year Actual (Est.)	BUDGET YEAR	Projected Budget	Projected Budget	Projected Budget
	FY 12-13	FY 13-14	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18

Personal Services	1,137,202	1,298,516	1,234,704	1,336,214	1,385,047	1,413,741	1,440,815	1,466,721
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Materials & Supplies	205,798	246,546	235,546	249,801	244,800	243,950	244,150	244,150
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Other Services & Charges	422,762	567,370	560,164	597,075	597,430	602,010	602,795	601,940
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Capital Outlay	-	14,500	14,302	-	-	-	-	-
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Debt Service	-	-	-	-	-	-	-	-
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Transfers	657,391	579,372	570,872	594,237	713,662	718,485	732,998	737,454
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TOTAL	2,423,153	2,706,304	2,615,588	2,777,327	2,940,939	2,978,186	3,020,758	3,050,265
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DETAIL OF TRANSFERS:

Administrative Support	586,800	572,626	572,626	602,123	599,773	601,773	613,627	615,732
Allocation Credit	(93,345)	(85,758)	(85,758)	(97,306)	-	-	-	-
Fleet Lease Assessment Fees	20,673	21,292	21,292	23,336	24,036	24,757	25,500	26,265
Insurance Assessment	125,984	84,761	84,761	73,850	74,403	76,505	78,421	80,007
Allocation Credit	8,263	(28,999)	(28,999)	(23,216)	-	-	-	-
Parks Special Events Fund	3,000	-	-	-	-	-	-	-
Vehicle Maintenance Charges	6,016	15,450	6,950	15,450	15,450	15,450	15,450	15,450
	657,391	579,372	570,872	594,237	713,662	718,485	732,998	737,454



**Street Maintenance & Construction
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

This department included all maintenance activities with Street Maintenance until the creation of the Field Services operation which started in FY 06-07 Budget. The remaining funds involve the expenditures of resources which are dedicated through the gasoline tax from the state. These will be used for major maintenance projects. Unused gasoline tax funds remain in the General Fund as “Other Restricted Purposes”.

DEPARTMENT BUDGET SUMMARY

DEPARTMENT: Street Maint. & Const.		FUND: GENERAL FUND					FY 14-15	
EXPENDITURE CLASSIFICATION	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
Personal Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Other Services & Charges	-	-	-	-	-	-	-	-
Capital Outlay	350,018	1,477,500	1,066,266	900,000	920,000	700,000	945,000	950,000
Debt Service	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-
TOTAL	350,018	1,477,500	1,066,266	900,000	920,000	700,000	945,000	950,000

DETAIL OF TRANSFERS:

Administrative Support	-	-	-	-	-	-	-	-
Allocation Credit	-	-	-	-	-	-	-	-
Fleet Lease Assessment Fees	-	-	-	-	-	-	-	-
Insurance Assessment	-	-	-	-	-	-	-	-
Allocation Credit	-	-	-	-	-	-	-	-
Vehicle Maintenance Charges	-	-	-	-	-	-	-	-
Fleet Management-additional fee	-	-	-	-	-	-	-	-
TOTAL	-	-	-	-	-	-	-	-

Streets Maint., Sign and Signals moved to Field Services Fund starting FY06/07.



**Court Services
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Municipal Court is the judicial branch of city government and must maintain the independence of the Judiciary while strengthening relations with the citizens and the other branches of government. The fundamental purpose of the Municipal Court is to provide an impartial forum for citizens to be heard in a professional and courteous environment in matters related to violations of city ordinances by upholding the U.S. Constitution, the Statutes of the State of Oklahoma, and the Ordinances of the City of Edmond.

The Municipal Court is responsible for case management, collection of fines, fees, and state costs; filing citations/complaints; docket scheduling; issuing, tracking and clearing warrants; maintaining court records of collections, convictions, and statistical data.

The Court Services Department supports three divisions of the Edmond Municipal Court, which is of limited jurisdiction and a Court Not of Record (*cases heard by Oklahoma Municipal Courts 'not of record' are limited to misdemeanor violations of municipal ordinances*) – (1) Municipal Criminal Court; (2) Municipal Traffic/Complaint Court; (3) Municipal Juvenile Court.

Mission Statement: “Committed to providing a POSITIVE SERVICE by acting as a LINK between the CUSTOMERS and COURT PROCESSES.”

1.	To continue with the software training plan of the Court’s case management system, New Dawn Technology’s-JustWare / Solution Suite, in efforts to maintain proficiency, in daily operations, as iteration of enhancements and/or upgrades is made. (<i>Background - The Court initially purchased the 5.6 version in 2011 and is currently running on the 5.9 version. The 5.10 version is currently available and the projected launch of the 6.0 version is July 2014, which is being promoted as a better looking and higher performing JustWare product. It is recommended not to be any more than 2 versions behind.</i>)
2.	To continue to track the effectiveness of the Juvenile Court programs with efforts to strengthen and support positive and productive activity type programs through incorporating prevention and intervention strategies.
3.	To enhance the Court’s web page informational contents for usefulness in meeting the user’s expectations and to ensure a good user experience along with the continual monitoring of the “request tracker” in efforts to answer external requests in a timely manner.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
8-3-0	8-3-0	8-3-0	8-3-0	8-3-0	8-3-0

DEPARTMENT BUDGET SUMMARY

DEPARTMENT: Municipal Court	FUND: GENERAL FUND										FY 14-15
	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19	Projected Budget FY 17-18	Projected Budget FY 18-19	
Personal Services	662,300	703,412	667,511	694,263	720,703	733,205	748,036	761,616	748,036	761,616	
Materials & Supplies	11,953	21,648	17,215	15,825	13,325	13,325	13,325	13,325	13,325	13,325	
Other Services & Charges	111,760	155,615	142,200	145,100	145,100	145,100	145,100	145,100	145,100	145,100	
Capital Outlay	-	-	-	-	-	-	-	-	-	-	
Debt Service	-	-	-	-	-	-	-	-	-	-	
Transfers	540,551	438,899	438,899	480,836	591,836	592,116	599,269	602,498	599,269	602,498	
TOTAL	1,326,564	1,319,574	1,265,825	1,336,024	1,470,964	1,483,746	1,505,730	1,522,539	1,505,730	1,522,539	

DETAIL OF TRANSFERS:

Administrative Support	697,662	555,490	555,490	578,379	585,269	585,301	592,230	595,276	592,230	595,276
Allocation Credit	(163,678)	(120,805)	(120,805)	(102,080)	-	-	-	-	-	-
Insurance Assessment	6,166	6,395	6,395	6,444	6,567	6,815	7,039	7,222	7,039	7,222
Allocation Credit	401	(2,181)	(2,181)	(1,907)	-	-	-	-	-	-
	540,551	438,899	438,899	480,836	591,836	592,116	599,269	602,498	599,269	602,498



**Senior Citizens Center
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The mission of the Edmond Senior Center is:

“To improve the quality of life for senior adults in the Edmond community by providing comprehensive programming including recreational, nutritional, social, educational and referral.”

Our continuing focus will be to strive for the highest quality leisure programs and activities for senior adults 55 years old and better, through diligent attention to our customers' needs, interests and concerns.

1.	Generate quality leisure programs to attract older adults.
2.	Promote public awareness of center activities to attract community resources & support.
3.	Promote wellness awareness through exercise, diet, and education.
4.	Promote safety awareness through educational programs.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
4.5 - 1 - 0	4.5 - 1 - 0	4.5 - 1 - 0	4.5 - 1 - 0	4.5 - 1 - 0	4.5 - 1 - 0

**.5 FT custodian split between Senior Center budget and Parks & Recreation budget.*

DEPARTMENT BUDGET SUMMARY

DEPARTMENT: Senior Center	FUND: GENERAL FUND						Projected Budget FY 14-15	
	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17		Projected Budget FY 17-18
Personal Services	281,551	294,862	313,176	317,374	333,911	344,215	353,418	360,462
Materials & Supplies	12,325	15,150	12,200	17,568	21,045	16,359	16,359	15,150
Other Services & Charges	37,969	63,700	50,950	57,700	57,700	57,700	57,700	57,700
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Transfers	92,007	87,821	85,536	97,056	107,274	107,670	109,033	110,112
TOTAL	423,852	461,533	461,862	489,698	519,930	525,944	536,510	543,424
DETAIL OF TRANSFERS:								
Administrative Support	80,135	79,763	79,763	83,496	80,977	80,789	81,586	82,244
Allocation Credit	(10,188)	(15,203)	(15,203)	(9,612)	-	-	-	-
Fleet Lease Assessment Fees	9,206	9,482	9,482	9,766	10,059	10,361	10,672	10,885
Insurance Assessment	9,510	9,707	9,707	8,830	8,953	9,235	9,490	9,698
Allocation Credit	564	(3,213)	(3,213)	(2,709)	-	-	-	-
Vehicle Maintenance Charges	2,780	7,285	5,000	7,285	7,285	7,285	7,285	7,285
	92,007	87,821	85,536	97,056	107,274	107,670	109,033	110,112



**Community Agency Review Commission
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Community Agency Review Commission performs an annual review of local community agencies to determine eligibility and necessity for funding. After the annual review the Commission issues a formal recommendation to the Edmond City Council, for funding of the agencies. A community agency is directly engaged in charitable, educational, health, social services, community enrichment or related activities, which provide a direct and distinct benefit to the City of Edmond and its residents. The community agency primarily serves those residing in the City of Edmond.

1.	Provide oversight of the supplemental funding request process pertaining to agencies requesting funding within the City of Edmond that serve a charitable, education, health, or social service that meet the requirements set forth in the criteria and receive approval from the City Council.
2.	Oversee contracts between the City of Edmond and the funded agencies, reviewing progress there under, determining accountability, and forwarding the Community Agency Review Commission recommendations to Council no later than forty-five days prior to the date of the formal adoption of the City Budget, as to agencies monetary requests, program formats and related matters.

CRITERIA FOR FUNDING

1.	Applying organizations shall conduct a recognized program of contracted service in or for the community, and must show evidence to the City of Edmond that it is effectively meeting a social need, and providing a direct and distinct benefit to the City of Edmond and its residents.
2.	Applying organizations shall have a plan of organization which gives evidence of a properly chosen Board of Directors which meets at least quarterly, and which in actual fact assumes responsibility to the public for efficient management of the agency it represents.
3.	Applying organizations must provide the City of Edmond with annual financial statements and annual statistical reports of services rendered. Agency shall have its finances audited annual by an auditing concern acceptable to the City of Edmond.
4.	Applying organizations must provide to the City of Edmond a statement of budgetary needs and provide any other operational information upon request by the City of Edmond.
5.	Applying organizations must complete and submit for approval the contract services application form. Submission of an application does not assure the social agency of financial assistance from the City of Edmond.

DEPARTMENT BUDGET SUMMARY

DEPARTMENT: Social Agencies	FUND: GENERAL FUND							FY 14-15
	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	
Personal Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Other Services & Charges	514,245	548,500	548,500	568,200	568,200	568,200	568,200	568,200
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-
TOTAL	514,245	548,500	548,500	568,200	568,200	568,200	568,200	568,200

SOCIAL AGENCIES DETAIL:

Edmond Family Counseling	137,500	142,500	142,500	147,500	147,500	147,500	147,500	147,500
Liberty Fest	53,500	60,000	60,000	60,000	60,000	60,000	60,000	60,000
HOPE Center	160,000	160,000	160,000	160,000	160,000	160,000	160,000	160,000
Edmond Arts & Humanities	1,600	-	-	-	-	-	-	-
UCO Sports & Recreation	10,500	12,000	12,000	12,000	12,000	12,000	12,000	12,000
U R Special Ministries	15,323	17,000	17,000	17,000	17,000	17,000	17,000	17,000
Ministries of Jesus	40,000	45,000	45,000	50,000	50,000	50,000	50,000	50,000
Project Read	10,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
Edmond Mobile Meals	42,322	50,000	50,000	55,000	55,000	55,000	55,000	55,000
Edmond Round-Up Club	6,500	6,500	6,500	7,000	7,000	7,000	7,000	7,000
Parents Helping Parents	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Fine Arts Institute	17,000	22,000	22,000	25,000	25,000	25,000	25,000	25,000
Character Council of Edmond	5,000	6,500	6,500	7,700	7,700	7,700	7,700	7,700
TOTAL	514,245	548,500	548,500	568,200	568,200	568,200	568,200	568,200

The maximum amount of funds available for appropriations to the Social Agencies is 3.2% of estimated sales tax collections for FY14-15.

Funding from the Social Agencies allocation includes \$50,000 for CityLink's Paratransit expenses beginning FY13-14.



**Community Development &
Preservation Agencies
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The following department is the area for expensing contracts that are between the City and other agencies. Airport Services with the Edmond Guthrie Regional Airport, Land Conservancy activities with the Edmond Land Conservancy and support of historic preservation projects with the Edmond Historic Preservation Trust.

DEPARTMENT BUDGET SUMMARY

DEPARTMENT: Community Dvlpmnt & Preservation Agencies FUND: GENERAL FUND FY 14-15

EXPENDITURE CLASSIFICATION	Prior Year Actual	Current Year Budget	Current Year Actual (Est.)	BUDGET YEAR		Projected Budget	Projected Budget	Projected Budget
	FY 12-13	FY 13-14	FY 13-14	FY 14-15	FY 14-15	FY 15-16	FY 16-17	FY 17-18
Personal Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Other Services & Charges	103,549	224,262	224,262	161,266	161,266	161,266	161,266	161,266
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-
TOTAL	103,549	224,262	224,262	161,266	161,266	161,266	161,266	161,266

COMMUNITY DEVELOPMENT and PRESERVATION DETAIL:

Guthrie Edmond Airport	73,549	199,262	199,262	136,266	136,266	136,266	136,266	136,266
Edmond Land Conservancy	-	-	-	-	-	-	-	-
Edm Historic Preservation Trust	30,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
TOTAL	103,549	224,262	224,262	161,266	161,266	161,266	161,266	161,266



**Public Transportation - Citylink
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The mission of Edmond’s public transportation service, Citylink, is to provide quality, reliable, affordable, customer-friendly transportation service to the residents of Edmond for access to employment, shopping, medical, education and social destinations.

Citylink is operated by McDonald Transit and Associates through a 5-year agreement with the Edmond Public Works Authority. Citylink utilizes 11 transit buses to operate 4 local fixed routes and a door-to-door paratransit service, Monday through Saturday. It also provides 12 daily round trips between Edmond and Oklahoma City, Monday through Friday. All Citylink services are fare-free, including Expresslink and paratransit. All Citylink buses are equipped with bike racks and 2 wheel-chair tie-down and lifts.

Since Citylink started in July 2009, ridership has increased 269%, compared to the previous service.

GOALS

1.	Create a 3 to 5-Year Citylink Operations and Financial Plan.
2.	Continue marketing and communications with citizens, EPTC, UCO and private-partners.
3.	Continue to seek funding for operations, capital needs and the Edmond Multimodal Transit Center.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
1-0-0	1-0-0	1-0-0	1-0-0	1-0-0	1-0-0

DEPARTMENT BUDGET SUMMARY

DEPARTMENT BUDGET MOVED TO CITYLINK ENTERPRISE FUND ADOPTED JANUARY 2014

FUND: GENERAL FUND

DEPARTMENT: CITYLINK **FY 14-15**

EXPENDITURE CLASSIFICATION	Prior Year Actual	Current Year Budget	Current Year Actual (Est.)	BUDGET YEAR		Projected Budget	Projected Budget	Projected Budget
	FY 12-13	FY 13-14	FY 13-14	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
Personal Services	21,425	-	-	-	-	-	-	-
Materials & Supplies	126,378	-	-	-	-	-	-	-
Other Services & Charges	1,097,972	-	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Transfers	273,931	-	-	-	-	-	-	-
TOTAL	1,519,706	-	-	-	-	-	-	-

DETAIL OF TRANSFERS:

Administrative Support	43,881	-	-	-	-	-	-	-
Allocation Credit	(7,741)	-	-	-	-	-	-	-
EECBG Transfer	54,953	-	-	-	-	-	-	-
Fleet Lease Assessment Fees	63,860	-	-	-	-	-	-	-
Vehicle Maintenance Charges	118,978	-	-	-	-	-	-	-
TOTAL	273,931	-	-	-	-	-	-	-



**Emergency Management
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

Committed to protecting our citizens from the effects of disasters through mitigation, preparedness and response and recovery actions.

GOALS

1.	Increase training levels for Emergency Management staff personnel.
2.	Ensure the City of Edmond Emergency Operation Plan (EOP) is current and accurate. (2 nd quarter)
3.	Continue to expand and enhance the Public Education Program, with special emphasis on the Community Emergency Response Teams (CERT).
4.	Upgrade the existing Outdoor Warning Device (OWD) system and expand the system to fill in remaining gaps.
5.	Expand the NOAA Programmable “All Hazards” Alert Radio Program
6.	Maintain a viable and supportable Emergency Operation Center (EOC).

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
2.2-0-0	2.2-0-0	2.2-0-0	2.2-0-0	2.2-0-0	2.2-0-0

**.2 Split with Public Safety Communications*

DEPARTMENT BUDGET SUMMARY

DEPARTMENT: Emergency Management		FUND: GENERAL FUND									
EXPENDITURE CLASSIFICATION	Prior Year Actual	Current Year Budget	Current Year Actual (Est.)	BUDGET YEAR		Projected Budget	Projected Budget	Projected Budget	Projected Budget	Projected Budget	FY 14-15
	FY 12-13	FY 13-14	FY 13-14	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 14-15	
Personal Services	184,100	187,628	195,748	197,177	205,220	208,612	212,063	215,573			
Materials & Supplies	11,115	25,400	11,779	46,700	22,200	24,010	23,105	23,105			
Other Services & Charges	32,272	115,450	46,476	113,650	113,650	113,650	113,650	113,650			
Capital Outlay	-	60,000	60,000	50,000	50,000	50,000	50,000	50,000			
Debt Service	-	-	-	-	-	-	-	-			
Transfers	154,679	157,395	159,578	172,485	192,151	188,231	189,364	187,872			
TOTAL	382,166	545,873	473,581	580,012	583,221	584,503	588,182	590,200			

DETAIL OF TRANSFERS:

Administrative Support	155,476	170,665	170,665	180,441	178,433	174,235	175,087	173,318
Allocation Credit	(12,583)	(26,817)	(26,817)	(20,971)	-	-	-	-
Insurance Assessment	2,491	2,958	2,958	1,634	1,664	1,723	1,777	1,821
Allocation Credit	163	(1,044)	(1,044)	(459)	-	-	-	-
Fleet Lease Assessment Fees	6,707	6,908	6,908	7,115	7,329	7,548	7,775	8,008
Fleet Transfer for additional fleet	-	-	-	-	-	-	-	-
Vehicle Maintenance Charges	2,425	4,725	6,908	4,725	4,725	4,725	4,725	4,725
	154,679	157,395	159,578	172,485	192,151	188,231	189,364	187,872



**Cemetery
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Cemetery's mission is to serve the Public with their interment needs and provide landscape maintenance for 50 acres of Cemetery grounds. The Cemetery averages 130 interments per year, sets approximately 70 monuments/footings and sells an average of 120 burial spaces per year. Estimate of availability of burial spaces is 15 years.

DEPARTMENT BUDGET SUMMARY

DEPARTMENT: Cemetery	FUND: GENERAL FUND									
	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	Budget Year FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19		
Personal Services	117,684	125,213	125,531	131,826	138,592	142,486	146,382	148,804		
Materials & Supplies	10,641	11,010	9,770	11,175	11,175	11,825	11,825	11,825		
Other Services & Charges	29,793	42,510	40,250	42,510	42,510	42,510	42,510	42,510		
Capital Outlay	-	-	-	-	-	-	-	-		
Debt Service	-	-	-	-	-	-	-	-		
Transfers	71,240	72,579	70,879	75,569	86,220	86,725	87,796	88,515		
TOTAL	229,358	251,312	246,430	261,080	278,497	283,546	288,513	291,654		

DETAIL OF TRANSFERS:

Administrative Support	61,164	66,608	66,608	70,858	68,121	68,192	68,841	69,247
Allocation Credit	(6,770)	(10,112)	(10,112)	(11,312)	-	-	-	-
Fleet Lease Assessment Fees	7,172	7,387	7,387	7,609	7,837	8,072	8,315	8,481
Insurance Assessment	7,461	7,151	7,151	5,971	6,062	6,261	6,440	6,587
Allocation Credit	496	(2,655)	(2,655)	(1,757)	-	-	-	-
Vehicle Maintenance Charges	1,717	4,200	2,500	4,200	4,200	4,200	4,200	4,200
	71,240	72,579	70,879	75,569	86,220	86,725	87,796	88,515



**Community Image
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Community Image department is comprised of two divisions: Code Enforcement & Urban Forestry. Even though their daily duties differ significantly, their primary goal is to preserve and improve the overall appearance of our community.

Code Enforcement Division - OPERATIONAL DUTIES:

Code Enforcement works to identify violations of City Ordinances and State Laws within the Edmond City Limits and seeks voluntary compliance from citizens through proactive enforcement. Once a code violation is identified the responsible party is notified to take corrective action. In addition to working Health, Safety and Welfare issues, Code Enforcement also issues Temporary Business Promotional Sign permits and patrols the business districts daily to insure all sign ordinances are being followed. All Code staff have been trained in emergency 1st responder's positions with advanced First Aide, Search and Rescue, Search and Recovery and Damage Assessment. Another enterprise of Code Enforcement is the Edmond Neighborhood Initiative Program (ENIP). ENIP matches citizens with volunteer groups that assist in correcting any Code Enforcement issues that have been found. The Code Enforcement Division also monitors existing and new Oil and Gas wells, pipelines and pipeline crossings and the EPA Fats, Oils and Grease (FOG) program within the City limits. Annual inspections are made to insure Ordinances, State Laws and safety issues are adhered to and that illicit discharges into the sanitary sewer systems do not occur.

GOALS

Code Enforcement

1.	Develop programs that partner with community groups and citizens.
2.	Implement Phase V of the Fats, Oil & Grease (FOG) program (Education for residential)
3.	Review ordinances used by Code Enforcement to meet developing community issues

Urban Forestry

1.	Recommend landscape code revisions and improve site plan process
2.	Correct median landscapes where needed. Install trees/landscapes in unimproved medians.
3.	Expand foster a tree program, complete canopy study project, expand arbor week events.

STAFFING (FT-PT-S)

Code Enforcement

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
4.75-0-0	5.75-0-0	5.75-0-0	5.75-0-0	5.75-0-0	5.75-0-0

In the coming years, an additional staff position will need to be considered as inspection responsibilities grow with the additional programs (like the FOG Program) and community growth so the department can maintain a proactive approach of identifying problems.

Urban Forestry

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
2.25-0-0	2.25-0-0	2.25-0-0	2.25-0-0	2.25-0-0	2.25-0-0

**Administrative Specialist II position is split .75 with Code and .25 with Urban Forestry*

DEPARTMENT BUDGET SUMMARY

DEPARTMENT: Community Image	FUND: GENERAL FUND							FY 14-15
	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	
EXPENDITURE CLASSIFICATION								Projected Budget FY 18-19
Personal Services	528,240	644,679	651,978	679,451	694,732	714,519	730,875	750,841
Materials & Supplies	59,991	96,700	89,822	78,150	80,500	84,300	85,800	86,800
Other Services & Charges	338,154	393,900	348,218	415,700	352,650	354,150	356,150	380,650
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Transfers	306,916	330,496	328,996	288,118	333,700	328,317	338,012	330,819
TOTAL	1,233,301	1,465,775	1,419,014	1,461,419	1,461,582	1,481,286	1,510,837	1,549,110

DETAIL OF TRANSFERS:

Administrative Support	255,049	329,195	329,195	291,695	284,751	277,886	286,117	277,503
Allocation Credit	(36,925)	(48,080)	(48,080)	(48,683)	-	-	-	-
Fleet Lease Assessment Fees	10,331	33,989	33,989	21,692	22,280	22,885	23,509	24,151
Fleet Management-additional fleet	61,000	-	-	-	-	-	-	-
Insurance Assessment	10,241	8,283	8,283	8,971	9,169	9,546	9,886	10,165
Allocation Credit	668	(2,891)	(2,891)	(2,557)	-	-	-	-
Vehicle Maintenance Charges	6,552	10,000	8,500	17,000	17,500	18,000	18,500	19,000
	306,916	330,496	328,996	288,118	333,700	328,317	338,012	330,819



**Planning and Zoning Department
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The mission statement of the Planning & Zoning department is:

“To provide impartial, accurate and timely interpretation of the development codes and communication to individuals, organizations, Boards and Commissions.”

The core business of the Planning and Zoning Department includes a review and action of development applications and sign permits. Many of the applications are required to be considered by the Planning Commission and City Council or the Board of Adjustment or Appeals. Special purpose studies include work for the Edmond Bicycle Committee, Urban Board, Edmond Plan IV, and Sustainability Programs.

1.	Complete staff reports and permits in the 10 core work activities and present reviews to the required committees.
2.	Provide staff support to active committees or special study committees, such as the Bicycle Committee, Urban Board, and Transportation Committee.
3.	Organize Planning/Zoning Department information, meeting long term record requirements, sign compliance, and land use projections for the Edmond Plan.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
6-0-0	6-0-0	6-0-0	6-0-0	6-0-0	6-0-0

DEPARTMENT BUDGET SUMMARY

DEPARTMENT: Planning & Zoning		FUND: GENERAL FUND							FY 14-15
		Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	
Personal Services	518,269	537,061	559,603	571,963	597,822	646,039	605,616	621,218	
Materials & Supplies	4,982	7,035	6,885	6,110	5,200	5,200	5,200	5,200	
Other Services & Charges	17,182	27,903	26,653	423,246	25,246	25,246	25,246	25,246	
Capital Outlay	-	-	-	-	-	-	-	-	
Debt Service	-	-	-	-	-	-	-	-	
Transfers	180,558	153,331	153,331	173,426	195,610	193,059	197,033	197,798	
TOTAL	720,991	725,330	746,472	1,174,745	823,878	869,544	833,095	849,462	
DETAIL OF TRANSFERS:									
Administrative Support	200,591	176,825	176,825	190,714	191,088	188,380	192,212	192,861	
Allocation Credit	(24,407)	(26,666)	(26,666)	(20,410)	-	-	-	-	
Insurance Assessment	4,105	4,802	4,802	4,448	4,522	4,679	4,821	4,937	
Allocation Credit	269	(1,630)	(1,630)	(1,326)	-	-	-	-	
	180,558	153,331	153,331	173,426	195,610	193,059	197,033	197,798	



**Festival Market Place
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Festival Market Place’s mission is to be a focal point for community life and a setting for cultural and civic activities and special events, which complement the Festival Market Place and its location in the Downtown Edmond business district. The Festival Market Place is home to the Edmond Farmers Market (spring, summer and fall), many City of Edmond-Sponsored and Affiliated events, and can be rented for private functions, such as

wedding receptions and customer appreciation events as well.

1.	Provide a high quality Farmers Market that will provide regional produce, Made in Oklahoma items and educate the community on the benefits of buying local.
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STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
0-0-1	0-1-0	0-1-0	0-1-0	0-1-0	0-1-0

DEPARTMENT BUDGET SUMMARY

DEPARTMENT: Festival Marketplace	FUND: GENERAL FUND									
	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 14-15	Projected Budget FY 17-18	Projected Budget FY 18-19
Personal Services	3,857	6,352	6,164	6,459	6,459	6,459	6,459	6,459	6,459	6,459
Materials & Supplies	217	1,670	1,170	1,420	1,370	1,370	1,370	1,370	1,370	1,370
Other Services & Charges	24,717	29,975	33,450	33,075	33,075	33,175	33,175	33,175	33,175	33,175
Capital Outlay	-	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-	-
Transfers	22,044	14,897	14,897	13,954	13,069	13,133	13,322	13,322	13,484	13,484
TOTAL	50,835	52,894	55,681	54,908	53,973	54,137	54,326	54,326	54,488	54,488
DETAIL OF TRANSFERS:										
Administrative Support	28,668	17,910	17,910	15,639	12,998	13,058	13,244	13,244	13,404	13,404
Allocation Credit	(6,668)	(3,038)	(3,038)	(1,742)	-	-	-	-	-	-
Insurance Assessment	41	40	40	69	71	75	78	78	80	80
Allocation Credit	3	(15)	(15)	(12)	-	-	-	-	-	-
	22,044	14,897	14,897	13,954	13,069	13,133	13,322	13,322	13,484	13,484



**Building Code Inspection Services
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Building Code Inspection Services Department exists to promote safe quality living and working conditions to the citizens of Edmond through efficient use of available resources in every aspect of the department. The activities encompassed by the department

include building and trades permitting, plan reviews, and inspections.

1.	Expand on our opportunities for communications with external customers.
2.	Expand communication and cooperation for all our internal customers with emphasis on our top 3 internal customers.
3.	Focus on our reconfiguration of our plan review department and training of three new inspectors.
4.	Continue to explore ways to enhance our customer service through upgrades in our levels of service.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
13	14	14	14	14	14

DEPARTMENT BUDGET SUMMARY

DEPARTMENT: Building Services	FUND: GENERAL FUND										FY 14-15
	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19			
Personal Services	945,725	1,062,091	1,100,145	1,177,469	1,238,940	1,274,765	1,312,059	1,345,119			
Materials & Supplies	31,199	37,915	32,415	41,715	35,240	35,965	37,415	38,140			
Other Services & Charges	47,664	54,690	52,290	72,301	72,801	72,801	72,801	72,801			
Capital Outlay	-	-	-	-	-	-	-	-			
Debt Service	-	-	-	-	-	-	-	-			
Transfers	293,774	240,644	238,414	295,355	301,072	296,649	303,365	304,008			
TOTAL	1,318,362	1,395,340	1,423,264	1,586,840	1,648,053	1,680,180	1,725,640	1,760,068			

DETAIL OF TRANSFERS:										
Administrative Support	291,696	241,188	241,188	255,584	254,560	248,524	253,626	252,506		
Allocation Credit	(41,297)	(40,529)	(40,529)	(31,880)	-	-	-	-		
Fleet Lease Assessment Fees	17,713	18,190	18,190	19,123	19,523	19,934	20,357	20,968		
Fleet Transfer-additional fleet	3,328	-	-	30,000	-	-	-	-		
Insurance Assessment	12,907	13,196	13,196	12,164	12,403	12,875	13,301	13,649		
Allocation Credit	846	(4,631)	(4,631)	(3,528)	-	-	-	-		
Vehicle Maintenance Charges	8,581	13,230	11,000	13,892	14,586	15,316	16,081	16,885		
	293,774	240,644	238,414	295,355	301,072	296,649	303,365	304,008		



**Downtown Community Center
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Downtown Community Center delivers high quality, cost effective best in class trustworthy service to our customers. The department provides a clean, safe, reasonably priced, and quality rental facility to accommodate City of Edmond related events and functions as well as diverse events and functions held by and for the public and private sectors. The department strives for excellence in customer service and maintains the building in a manner that prompts a positive customer response. The department evaluates written and verbal customer requests for service and facility use as a consideration for future annual budget needs and, as possible, promote those requests which best promote the public interest.

1.	Provide unparalleled customer service to internal and external customers.
2	Improve the performance of the technical staff with at least one job related training course per year.
3	Update rental information on DCC services and provide to Marketing Department for use on the COE website.
4	Promote continuous improvement within the department.
5	Reduce departmental operations & maintenance costs by 10%.
6	Promote continuous improvement within the department.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
1-0-0	2-0-0	1-0-0	1-0-0	1-0-0	1-0-0

DEPARTMENT BUDGET SUMMARY

EXPENDITURE CLASSIFICATION	FUND: GENERAL FUND										Projected Budget FY 18-19	
	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17		
Personal Services	54,766	59,933	58,710	80,818	84,381	86,558	88,626	89,659				
Materials & Supplies	4,285	5,285	4,075	6,340	6,340	7,210	6,540	6,540				
Other Services & Charges	24,619	55,275	44,630	49,375	50,875	52,375	52,875	53,375				
Capital Outlay	-	-	-	-	-	-	-	-				
Debt Service	-	-	-	-	-	-	-	-				
Transfers	35,248	26,766	26,766	29,052	29,245	28,457	28,417	27,459				
TOTAL	118,918	147,259	134,181	165,585	170,841	174,600	176,458	177,033				

DETAIL OF TRANSFERS:

Administrative Support	37,408	31,141	31,141	31,632	28,626	27,810	27,746	26,768
Allocation Credit	(3,260)	(4,778)	(4,778)	(3,009)	-	-	-	-
Insurance Assessment	1,033	617	617	605	619	647	671	691
Allocation Credit	67	(214)	(214)	(176)	-	-	-	-
TOTAL	35,248	26,766	26,766	29,052	29,245	28,457	28,417	27,459



**Historical Society
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Edmond Historical Society is a 501(c) (3) non-profit organization that was formed in 1983 and incorporated in 1984. It was formed to establish, maintain and operate a local museum of history; to collect, preserve and exhibit artifacts, photographs and documents that interpret the history and development of Edmond and the surrounding area.

PURPOSE OF THE MUSEUM

1.	The Society shall assume the responsibility of all functions of the Museum under the direction of the Board of Directors.
2.	The Museum shall exhibit and interpret the history of Edmond and the surrounding area, shall engage traveling exhibits, and shall offer education programs, including off-site exhibits.
3.	The Museum collection shall be the sole property of the Society as defined in the collection policy.
4.	The Museum shall be open to the public on an established schedule at a minimum of 120 days a calendar year and closed on legal holidays; shall schedule special events, and shall be staffed by docents, volunteers, and/or staff during open hours.

DEPARTMENT BUDGET SUMMARY

DEPARTMENT: Historical Society		FUND: GENERAL FUND									
EXPENDITURE CLASSIFICATION	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19	FY 14-15		
Personal Services	-	-	-	-	-	-	-	-	-	-	
Materials & Supplies	582	1,000	500	1,000	1,000	1,000	1,000	1,000	1,000	1,000	
Direct Contribution-Society	215,000	215,000	211,950	215,000	215,000	215,000	215,000	215,000	215,000	215,000	
Other Services & Charges	34,614	40,000	33,200	40,000	40,000	40,000	40,000	40,000	40,000	40,000	
Capital Outlay	-	-	-	-	-	-	-	-	-	-	
Debt Service	-	-	-	-	-	-	-	-	-	-	
Transfers	70,523	57,649	57,649	53,228	68,250	69,080	69,716	71,108	71,108	71,108	
TOTAL	320,719	313,649	303,299	309,228	324,250	325,080	325,716	327,108	327,108	327,108	

DETAIL OF TRANSFERS:

Administrative Support	66,548	68,984	68,984	59,566	61,131	61,775	62,243	63,497
Allocation Credit	(4,477)	(17,293)	(17,293)	(11,113)	-	-	-	-
Insurance Assessment	8,004	8,813	8,813	7,054	7,119	7,305	7,473	7,611
Allocation Credit	448	(2,855)	(2,855)	(2,279)	-	-	-	-
	70,523	57,649	57,649	53,228	68,250	69,080	69,716	71,108

The direct contribution to the Historical Society is shown separately above while the **TOTAL** line represent the complete support provided to the Society and the facilities occupied.



**Edmond Electric
Economic Development Fund
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Edmond Electric Economic Development Fund has been established to stimulate the growth of Edmond's economy by offering services that facilitate the growth and expansion of new and existing businesses and generating opportunities to increase the sales tax base of the City of Edmond. Funding for this activity the past 3 years has been provided by Edmond Electric and the General Fund with the transfer of \$50,000 each annually.

FUND BUDGET SUMMARY

General Fund:
Edmond Electric Economic Development Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Interest	1,877	4,000	6,000	3,500	3,500	3,500	3,500	3,500
Miscellaneous Revenue	-	-	-	-	-	-	-	-
Subtotal - Revenues	1,877	4,000	6,000	3,500	3,500	3,500	3,500	3,500
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	619,783	721,564	721,564	827,414	778,714	882,014	985,314	1,088,614
Unrestricted Prior Year Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	621,660	725,564	727,564	830,914	782,214	885,514	988,814	1,092,114

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Personal Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Other Services & Charges	96	50	150	152,200	200	200	200	200
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	96	50	150	152,200	200	200	200	200

TRANSFERS:

Transfers In	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Transfers Out (See detail below)	-	-	-	-	-	-	-	-
NET TRANSFERS IN (OUT)	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Committed for Other Purposes	-	-	-	-	-	-	-	-
Restricted (Reserve for Other Purposes)	-	-	-	-	-	-	-	-
Restricted (Reserve for Specific Fund Purposes)	721,564	825,514	827,414	778,714	882,014	985,314	1,088,614	1,191,914
TOTAL OTHER USES	721,564	825,514	827,414	778,714	882,014	985,314	1,088,614	1,191,914

TOTAL ESTIMATED USES

TOTAL ESTIMATED USES	621,660	725,564	727,564	830,914	782,214	885,514	988,814	1,092,114
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**Parks & Recreation Special Events Fund
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Parks Special Events Fund tracks activity and fees for special events provided through the Edmond Parks & Recreation Department's Program Division.

FUND BUDGET SUMMARY

General Fund:
Parks Special Events Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Charges for Services	4,877	1,850	3,630	2,000	2,000	2,000	2,000	2,000
Interest	1	-	-	-	-	-	-	-
Miscellaneous Revenue	4,488	3,500	4,250	3,500	3,500	3,500	3,500	3,500
Subtotal - Revenues	9,366	5,350	7,880	5,500	5,500	5,500	5,500	5,500
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	(3,475)	879	879	8,759	7,759	6,759	5,759	4,759
Unrestricted Prior Year Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	5,891	6,229	8,759	14,259	13,259	12,259	11,259	10,259

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Personal Services	-	-	-	-	-	-	-	-
Materials & Supplies	1,387	1,210	-	1,500	1,500	1,500	1,500	1,500
Other Services & Charges	6,625	4,300	-	5,000	5,000	5,000	5,000	5,000
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	8,012	5,510	-	6,500	6,500	6,500	6,500	6,500

TRANSFERS:

Transfers In	3,000	-	-	-	-	-	-	-
Transfers Out (See detail below)	-	-	-	-	-	-	-	-
NET TRANSFERS IN (OUT)	3,000	-	-	-	-	-	-	-

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Committed for Other Purposes	-	-	-	-	-	-	-	-
Restricted (Reserve for Other Purposes)	-	-	-	-	-	-	-	-
Restricted (Reserve for Specific Fund Purposes)	879	719	8,759	7,759	6,759	5,759	4,759	3,759
TOTAL OTHER USES	879	719	8,759	7,759	6,759	5,759	4,759	3,759

TOTAL ESTIMATED USES

TOTAL ESTIMATED USES	5,891	6,229	8,759	14,259	13,259	12,259	11,259	10,259
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DETAIL OF TRANSFERS OUT:

Administrative Support	-	-	-	-	-	-	-	-
General Fund	-	-	-	-	-	-	-	-
Insurance Assessment	-	-	-	-	-	-	-	-
TOTAL	-	-	-	-	-	-	-	-

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THE CITY OF EDMOND, OKLAHOMA

FUND DESCRIPTION

-SPECIAL REVENUE FUNDS-

SENIOR CITIZENS FUND

The Senior Citizens Fund has been established to account for dedicated revenues received for the benefit of the Senior Center and its patrons which include grants, donations, and other sources. Expenditures of the fund are administratively restricted for the benefit of senior citizen's activities or programs.

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

The Community Development Block Grant Fund has been established to account for revenues and expenditures under the Federal Community Development Block Grant Entitlements Program for qualifying low and moderate income citizens of Edmond.

ASSET FORFEITURE FUND

The Asset Forfeiture Fund has been established to account for assets that are equitably distributed by the Drug Enforcement Administration to state and local agencies that directly participate in the law enforcement investigation efforts that leads to the seizure of assets used in criminal activities. The assets received must be used for only law enforcement purposes such as enhancements to future investigations, law enforcement training, equipment, operations and overtime for enforcement activities.

THE CITY OF EDMOND, OKLAHOMA

FUND DESCRIPTION

-SPECIAL REVENUE FUNDS-

PARKS TAX FUND

The Parks Tax Fund has been established to account for operations and facility improvement costs of the City's parks and recreation system. Financing is provided by a permanent one-eighth cent sales tax approved by the voters on September 15, 1992 and expanded in 2000 to include all city parks.

CEMETERY CARE FUND

The Cemetery Care Fund has been established to account for 12.5% of all monies received from the sale of lots and interments in accordance with state law. Monies received must be used to purchase lands for cemeteries and for making capital improvements. Interest earned may be used for improving, caring for, and beautifying cemetery property.

FIRE PUBLIC SAFETY LIMITED TAX FUND

The Fire Public Safety Limited Tax Fund has been established to account for a permanent one-fourth cent sales tax approved by the voters on December 12, 2000. The tax became effective January 1, 2001, for the purpose of providing additional firefighting personnel and equipment, additional firefighting and rescue equipment, competitive compensation and benefits for existing and retired personnel. In addition, effective July 1, 2001, the General Fund transfers 30% of its revenues to this fund which currently come from the following sources: taxes, licenses and permits, fines and forfeitures, charges for services, interest and miscellaneous revenues. All Fire department revenues and expenditures are budgeted and accounted for in this fund.

THE CITY OF EDMOND, OKLAHOMA

FUND DESCRIPTION

-SPECIAL REVENUE FUNDS-

POLICE PUBLIC SAFETY LIMITED TAX FUND

The Police Public Safety Limited Tax Fund has been established to account for a permanent one-eighth cent sales tax approved by the voters on December 12, 2000. The tax became effective January 1, 2001, for the purpose of providing additional commissioned police personnel and equipment, additional equipment for law enforcement purposes, competitive compensation and benefits for existing and retired officers. In addition, effective July 1, 2001, the General Fund transfers 36.8% of its revenues to this fund which currently come from the following sources: taxes, licenses and permits, fines and forfeitures, charges for services, interest and miscellaneous revenues. All Police department revenues and expenditures are budgeted and accounted for in this fund.

ART IN PUBLIC PLACES FUND

The Art in Public Places Fund has been established to account for art acquisitions by the City. A Visual Arts Commission (VAC) was created to develop guidelines and standards for the selection, display and maintenance of art for the City's collection. Financing is provided by donations, investment earnings and other City funds as determined by the City Council.

THE CITY OF EDMOND, OKLAHOMA

FUND DESCRIPTION

-SPECIAL REVENUE FUNDS-

EDMOND ELECTRIC ECONOMIC DEVELOPMENT FUND

The Edmond Electric Economic Development Fund has been established to stimulate the growth of Edmond's economy by offering services that facilitate the growth and expansion of new and existing businesses and generating opportunities to increase the sales tax base of the City of Edmond.

HOSPITAL SALE TRUST FUND

This fund accounts for the proceeds received from the 1981 sale of the Edmond Memorial Hospital. Its only revenue source is interest earnings from the investment of the proceeds. The interest earnings may be used for capital improvements as determined by the City Council and the proceeds may be used for projects only as approved by a vote of the citizens of Edmond.

REAL PROPERTY FUND

The Real Property Fund has been established to accumulate resources for future real property acquisitions of the City. Initially financing was provided by a one-time transfer of \$463,230 reserved for land acquisition in the Capital Improvements Fund. Current funding is being provided by annual transfers from the Hospital Sale Trust Fund.

THE CITY OF EDMOND, OKLAHOMA

FUND DESCRIPTION

-SPECIAL REVENUE FUNDS-

CONVENTION & VISITORS BUREAU FUND

The Convention and Visitors Bureau (CVB) special revenue fund was established to operate the CVB while under the City's control which became effective July 1, 2004 when their contract was not renewed by Edmond's Chamber of Commerce. CVB is completely funded by the 4% hotel/motel tax received by the City in the General Fund. The CVB uses this tax revenue source for the purpose of encouraging, promoting and fostering conventions and tourism for the City of Edmond.

AMBULATORY SERVICES FUND

The Ambulatory Services Fund has been established to accumulate resources for the regional ambulance service, including the TotaCare Program. Initially, these expenses were paid through the General Fund, but in FY09-10, a small fee was added to utility bills for those who elected to participate in the TotalCare Program offered by EMSA.

PARKS SPECIAL EVENTS FUND

The Parks Special Events Fund has been established to account for the various special recreational events put on by the Park Department and paid for by private donations and fees.



**Senior Citizens Fund
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Senior Citizens Fund has been established to account for dedicated revenues received for the benefit of the Senior Center and its patrons which include grants, donations and other sources. Expenditures of the fund are administratively restricted for the benefit of senior citizen's activities or programs.

FUND BUDGET SUMMARY

Senior Citizens Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Charges for Services	1,537	4,600	1,471	2,116	3,016	4,447	4,603	4,759
Interest	648	1,500	1,846	1,500	1,500	1,500	1,500	1,500
Miscellaneous Revenue	54,001	63,126	57,381	58,126	59,006	62,260	64,523	66,659
Subtotal - Revenues	56,186	69,226	60,698	61,742	63,522	68,207	70,626	72,918
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	234,061	237,588	237,588	236,886	233,528	231,950	235,057	240,583
Committed Prior Year Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	290,247	306,814	298,286	298,628	297,050	300,157	305,683	313,501

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Personal Services	-	-	-	-	-	-	-	-
Materials & Supplies	4,114	8,150	7,375	8,150	8,150	8,150	8,150	8,150
Other Services & Charges	48,545	56,950	54,025	56,950	56,950	56,950	56,950	56,950
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	52,659	65,100	61,400	65,100	65,100	65,100	65,100	65,100

TRANSFERS:

Transfers In	-	-	-	-	-	-	-	-
Transfers Out (See detail below)	-	-	-	-	-	-	-	-
NET TRANSFERS IN (OUT)	-	-	-	-	-	-	-	-

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Committed for Other Purposes	-	-	-	-	-	-	-	-
Restricted (Reserve for Other Purposes)	-	-	-	-	-	-	-	-
Restricted (Reserve for Specific Fund Purposes)	237,588	241,714	236,886	233,528	231,950	235,057	240,583	248,401
TOTAL OTHER USES	237,588	241,714	236,886	233,528	231,950	235,057	240,583	248,401
TOTAL ESTIMATED USES	290,247	306,814	298,286	298,628	297,050	300,157	305,683	313,501



**Community Development (CDBG)
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

Within the Community Development Division of the Planning Department, there are 2 current functions: CDBG and Edmond Rental Housing Education Program. Grant funds pay for the administrative costs for these functions.

1. **Community Development Block Grant (CDBG)** - Each year, the US Department of HUD provides eligible metropolitan cities with Community Development Block Grant (CDBG) funds to revitalize neighborhoods, develop affordable housing, expand economic opportunities and provide public services, principally to benefit low and moderate income persons or households. The amount of the 2013-14 CDBG allocations was \$384,483 and the 2014-15 allocation will be \$379,783. Edmond's 12 CDBG programs benefit more than 2,400 residents per year.

2. **Edmond Rental Housing Education Program** - In conjunction with UCO and Metro Fair Housing of Greater OKC, the city launched the Edmond Rental Housing Education Program to thoroughly educate landlords and tenants about the many facets of leasing a home in Edmond. This program consists of three main components: educational materials, outreach and enforcement.

1.	Eliminate barriers and improve access to affordable, safe, energy efficient, and fair housing.
2.	Provide needed public and social services, especially for those with functional needs
3.	Support neighborhood organization and community
4.	Prevent and eliminate safety hazards and crime in the target area

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
.1-0-0	.1-0-0	.1-0-0	.1-0-0	.1-0-0	.1-0-0

**.1 split is shared with ACM/OPS.*

FUND BUDGET SUMMARY

CDBG Fund

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15
ESTIMATED RESOURCES:				
REVENUES:				
Charges for Services	-	-	-	
Inter-governmental **	423,232	473,097	493,933	476,143
Subtotal - Revenues	423,232	473,097	493,933	476,143
OTHER RESOURCES:				
Debt/Loan Proceeds	-	-	-	-
Restricted Prior Year Reserves	376	376	376	-
Committed Prior Year Reserves	-	-	-	-
TOTAL ESTIMATED RESOURCES	423,608	473,473	494,309	476,143

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Personal Services	45,462	58,305	56,072	63,169
Materials & Supplies	41	675	175	800
Other Services & Charges	358,558	445,762	432,818	396,125
Capital Outlay	-	-	-	-
Debt Service	-	-	-	-
TOTAL ESTIMATED COSTS	404,061	504,742	489,065	460,094

TRANSFERS:

Transfers In - General Fund	-	13,158	13,158	-
Transfers Out (See detail below)	(19,171)	(18,402)	(18,402)	(16,049)
NET TRANSFERS IN (OUT)	(19,171)	(5,244)	(5,244)	(16,049)

OTHER USES:

Reserve for Council Special Projects	-	-	-	-
Committed for Other Purposes	-	-	-	-
Restricted (Reserve for Other Purposes)	-	-	-	-
Restricted (Reserve for Specific Fund Purposes)	376	(36,513)	-	-
TOTAL OTHER USES	376	(36,513)	-	-
TOTAL ESTIMATED USES	423,608	473,473	494,309	476,143

DETAIL OF TRANSFERS OUT:

Administrative Support		24,338	21,280	21,280	19,188
	Allocation Credit	(5,711)	(3,191)	(3,191)	(3,468)
Transfer - General Fund		-	-	-	-
Insurance Assessment		511	484	484	470
	Allocation Credit	33	(171)	(171)	(141)
		19,171	18,402	18,402	16,049

** CDBG current FY2012 award amount is \$365,820.

A reduction in next year's grant has been communicated of a 5% reduction.



**Energy Efficiency & Conservation
Block Grant (EECBG)
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Energy Efficiency and Conservation Block Grant (EECBG) program is administered by the Community Development Division of the Planning Department.

The City of Edmond was awarded \$726,700 in EECBG funds from the US Department of Energy funded by the American Recovery and Reinvestment Act. Much of the funds have been expended, the rest will be expended prior to or early FY 2013.

- Energy Management Systems for 12 City facilities
- 6 Variable Frequency Drives for Water Resources Department
- 2 Soft start Motors for Water Resources Department
- Equipment for Plug-In Hybrid Electric Vehicle for Edmond Electric
- Training and equipment for Building Services Inspectors (2006 IECC training, infrared cameras, blower doors, etc.)
- Grant administration, training and preparation of Edmond Energy Efficiency and Resource Conservation Strategy
- With leftover funds from other projects, exterior and interior lighting, as well as recycling containers, may be purchased for city facilities.

FUND BUDGET SUMMARY

EECBG Fund	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Charges for Services	-	-	-	-	-	-	-	-
Inter-governmental **	20,410	-	-	-	-	-	-	-
Subtotal - Revenues	20,410	-	-	-	-	-	-	-
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	19,792	-	-	-	-	-	-	-
Committed Prior Year Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	40,202	-	-	-	-	-	-	-
ESTIMATED USES								
DIRECT COSTS BY FUNCTION:								
Personal Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Other Services & Charges	54,307	-	-	-	-	-	-	-
Capital Outlay	40,848	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	95,155	-	-	-	-	-	-	-
TRANSFERS:								
Transfers In - General Fund	54,953	-	-	-	-	-	-	-
Transfers Out (See detail below)	-	-	-	-	-	-	-	-
NET TRANSFERS IN (OUT)	54,953	-	-	-	-	-	-	-
OTHER USES:								
Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Committed for Other Purposes	-	-	-	-	-	-	-	-
Restricted (Reserve for Other Purposes)	-	-	-	-	-	-	-	-
Restricted (Reserve for Specific Fund Purposes)	-	-	-	-	-	-	-	-
TOTAL OTHER USES	-	-	-	-	-	-	-	-
TOTAL ESTIMATED USES	40,202	-	-	-	-	-	-	-

** EECBG-Federal award amount is \$726,700.
 ** EECBG-State award amount is \$250,000.



**Asset Forfeiture Fund
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Asset Forfeiture Fund has been established to account for the Edmond Police Department's share of assets that have been seized. Assets seized can vary from monetary instruments (cash, checks, stocks, bonds, etc.), hauling conveyances (cars, trucks, boats, airplanes, etc.) or any other real property with monetary value. The seizures are the result of a criminal investigation and are divided among all the agencies assisting in the investigation based on their level of involvement. While these have historically been derived from narcotics investigations, they can be initiated on other criminal investigations where the seized property was used in the commission of or was derived from the criminal act.

Asset Forfeiture Funds must be used to increase or supplement the resources of the Edmond Police Department and shall not be used to replace or supplant the normal police department budget. Regulations require that these funds be tracked and the police department must benefit directly from them. The Edmond Police Department completes a Federal Annual Certification Report with the United States Department of the Treasury documenting the activity in this fund.

Acceptable uses of these monies include:

- Activities Calculated to Enhance Future Investigations
- Law Enforcement Training
- Law Enforcement Equipment and Operations
- Law Enforcement Facilities and Equipment
- Overtime for Enforcement Activities

FUND BUDGET SUMMARY

Asset Forfeiture Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Interest	2,496	3,000	6,572	2,000	2,000	2,000	2,000	2,000
Inter-governmental	-	-	-	-	-	-	-	-
Miscellaneous Revenue	187,508	10,000	11,089	10,000	10,000	10,000	10,000	10,000
Subtotal - Revenues	190,004	13,000	17,661	12,000	12,000	12,000	12,000	12,000
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	949,045	858,979	858,979	306,809	241,509	235,809	230,109	224,409
Committed Prior Year Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	1,139,049	871,979	876,640	318,809	253,509	247,809	242,109	236,409

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Personal Services	-	-	-	-	-	-	-	-
Materials & Supplies	59,390	49,919	41,947	12,000	12,000	12,000	12,000	12,000
Other Services & Charges	7,275	44,700	39,523	5,700	5,700	5,700	5,700	5,700
Capital Outlay	213,405	488,361	488,361	59,600	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	280,070	582,980	569,831	77,300	17,700	17,700	17,700	17,700

TRANSFERS:

Transfers In	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-

NET TRANSFERS IN (OUT)

	-	-	-	-	-	-	-	-
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OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Committed for Other Purposes	-	-	-	-	-	-	-	-
Restricted (Reserve for Other Purposes)	-	-	-	-	-	-	-	-
Restricted (Reserve for Specific Fund Purposes)	858,979	288,999	306,809	241,509	235,809	230,109	224,409	218,709
TOTAL OTHER USES	858,979	288,999	306,809	241,509	235,809	230,109	224,409	218,709

TOTAL ESTIMATED USES

	1,139,049	871,979	876,640	318,809	253,509	247,809	242,109	236,409
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DETAIL OF TRANSFERS OUT:

Other Purposes	-	-	-	-	-	-	-	-
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**Fire Department
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The mission statement of the Edmond Fire Department is “To faithfully provide trustworthy service necessary to safeguard life, health, and the welfare of our community through preparedness, emergency response, prevention, education, and training.” The Edmond Fire Department is dedicated to a unified set of values that define who we are and how we operate. We value Integrity, Professionalism, Trustworthiness, Dedication, and Ethics.

1.	Deliver trustworthy service
2.	Revise and implement standard operating procedures
3.	Implement a collaborative CAD and Records Management Systems with Edmond Police and Communications
4.	Complete Standard of Cover for all hazards emergency response.
5.	Improve communications to better serve the department and community.
6.	Review and implement the department strategic plan including organizational analysis recommendations.
7.	Complete the accreditation process following CFAI established timelines in preparation for peer assessment and review.
8.	Develop a contingency plan for the delivery of emergency medical services within the City of Edmond.

PERFORMANCE MEASURES

1.	Evaluate 100% of all call types and response areas within twelve (12) months.
2.	Identify and categorize 90% of current risks within the city as well as response priority within six (6) months.
3.	Develop and implement a Standard of Cover document within twelve (12) months.
4.	Decrease fractal response time cumulatively by fifteen (15) percent within twelve (12) months.
5.	Identify mutual and automatic aid opportunities and establish formal agreements for emergency response within six (6) months.
6.	Revise 100% of existing policies and procedures within the next twelve (12) months.
7.	Implement an officer develop/succession plan within nine (9) months.
8.	Adopt 100% of revised job descriptions within twelve (12) months.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
124-0-0	124-0-0	124-0-0	124-0-0	124-0-0	124-0-0

**Currently staffed with 123 of the 124 FT approved positions. Two civilian positions are supervised by Fire and budgeted through Building Services.*

FUND BUDGET SUMMARY

Fire Public Safety Limited Tax Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Taxes	3,913,851	3,687,598	3,963,923	3,963,923	4,162,120	4,370,226	4,588,737	4,818,174
Inter-governmental	41,510	-	7,057	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-	-	-	-
Charges for Services	6,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000
Interest	25,533	50,000	67,497	65,000	65,000	65,000	65,000	65,000
Miscellaneous Revenue	27,557	25,867	34,013	26,273	26,680	27,087	27,493	27,900
Subtotal - Revenues	4,014,451	3,769,465	4,078,490	4,061,196	4,259,800	4,468,313	4,687,230	4,917,074
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Committed for Other Purposes	1,200,000	1,200,000	917,520	917,520	1,200,000	1,200,000	1,200,000	1,200,000
Restricted Prior Year Reserves	6,477,682	7,987,288	7,987,288	6,913,168	4,099,075	2,161,607	1,121,666	764,419
TOTAL ESTIMATED RESOURCES	11,692,133	12,956,753	12,983,298	11,891,884	9,558,875	7,829,920	7,008,896	6,881,493
ESTIMATED USES								
DIRECT COSTS BY FUNCTION:								
Personal Services	12,424,508	13,722,913	14,147,508	14,347,938	14,854,312	15,038,407	15,210,693	15,348,803
Materials & Supplies	780,112	1,118,828	976,100	1,362,250	1,241,850	1,204,555	1,232,870	1,319,300
Other Services & Charges	420,254	821,934	846,550	865,050	802,465	810,016	807,678	825,398
Capital Outlay	171,340	1,230,658	948,178	1,519,000	848,000	531,000	435,000	420,000
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	13,796,214	16,894,333	16,918,336	18,094,238	17,746,627	17,583,978	17,686,241	17,913,501
TRANSFERS:								
Transfers In	13,871,264	13,345,248	14,140,128	14,237,278	14,896,581	15,513,395	16,161,697	16,845,032
Transfers Out (See detail below)	(2,579,895)	(2,374,402)	(2,374,402)	(2,735,848)	(3,347,223)	(3,437,671)	(3,519,933)	(3,591,186)
NET TRANSFERS IN (OUT)	11,291,369	10,970,846	11,765,726	11,501,430	11,549,358	12,075,724	12,641,764	13,253,846
OTHER USES:								
Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Committed for Other Purposes	1,200,000	917,520	917,520	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000
Restricted (Reserve for Other Purposes)	-	-	-	-	-	-	-	-
Restricted (Reserve for Specific Fund Purposes)	7,987,288	6,115,746	6,913,168	4,099,075	2,161,607	1,121,666	764,419	1,021,838
TOTAL OTHER USES	9,187,288	7,033,266	7,830,688	5,299,075	3,361,607	2,321,666	1,964,419	2,221,838
TOTAL ESTIMATED USES	11,692,133	12,956,753	12,983,298	11,891,884	9,558,875	7,829,920	7,008,896	6,881,493
DETAIL OF TRANSFERS OUT:								
Administrative Support	1,248,997	1,350,390	1,350,390	1,460,161	1,479,648	1,470,616	1,492,587	1,500,312
Allocation Credit	(174,365)	(191,455)	(191,455)	(230,923)	-	-	-	-
Fleet Lease Assessment Fees	432,072	453,386	453,386	687,744	745,877	817,687	857,532	899,329
Fleet Transfer for additional fleet	-	-	-	-	-	-	-	-
Insurance Assessment	858,359	934,616	934,616	949,331	956,698	979,368	999,814	1,016,545
Allocation Credit	52,424	(317,535)	(317,535)	(295,465)	-	-	-	-
Vehicle Maintenance Charges	162,408	145,000	145,000	165,000	165,000	170,000	170,000	175,000
	2,579,895	2,374,402	2,374,402	2,735,848	3,347,223	3,437,671	3,519,933	3,591,186



**Police Department
2014-2015
Department Summary**

DEPARTMENTAL DESCRIPTION

The mission of the Edmond Police Department is: *“Trustworthy Service”*. We work hard to maintain a good relationship with the community, which in turn allows us to provide a higher degree of service. Some of the ways we do this is with Community Oriented Policing and the Citizen’s Police Academy. Through these venues the citizens can begin to get an understanding of the complexities encountered policing the City of Edmond. The citizens get to know the Officers and feel they have someone they can call if they have problems or a question. This cooperation and trust is critical to accomplishing the mission.

GOALS

1.	Provide a Safe Community Environment
2.	Deliver Trustworthy Service
3.	Maintain High Levels of Professionalism
4.	Expand Community Partnerships

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
147-0-0	155-0-0	155-0-0	155-0-0	155-0-0	155-0-0

**Includes Special Services, Patrol, Investigations, and Animal Welfare. The four new civilian positions starting in Year One are not going to be filled until after January 1, 2015 in preparation for the opening of the new Public Safety Center.*

FUND BUDGET SUMMARY

Police Public Safety Limited Tax Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Taxes	1,956,926	1,843,799	1,981,962	1,981,962	2,081,059	2,185,112	2,294,367	2,409,086
Inter-governmental	150,655	96,030	96,030	95,000	95,000	95,000	95,000	95,000
Licenses & Permits	-	-	-	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-	-	-	-
Charges for Services	2,000	-	1,429	2,559	2,663	2,768	2,872	2,976
Interest	15,683	25,000	38,202	35,000	35,000	35,000	35,000	35,000
Miscellaneous Revenue	81,958	31,709	5,908	33,331	34,953	36,575	38,197	39,819
Subtotal - Revenues	2,207,222	1,996,538	2,123,531	2,147,852	2,248,675	2,354,455	2,465,436	2,581,881
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Committed for Other Purposes	5,356,916	200,000	200,000	200,000	275,000	350,000	425,000	500,000
Restricted Prior Year Reserves	-	5,461,493	5,461,493	5,491,017	2,877,428	647,689	(1,097,061)	(2,305,215)
TOTAL ESTIMATED RESOURCES	7,564,138	7,658,031	7,785,024	7,838,869	5,401,103	3,352,144	1,793,375	776,666
ESTIMATED USES								
DIRECT COSTS BY FUNCTION:								
Personal Services	13,477,851	14,545,345	14,177,591	16,038,775	16,751,432	17,102,733	17,331,305	17,574,584
Materials & Supplies	656,486	1,625,825	849,361	1,520,890	923,580	898,325	924,530	961,325
Other Services & Charges	318,910	504,626	283,586	492,184	497,925	514,859	531,795	548,735
Capital Outlay	581,537	413,981	397,921	42,000	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	15,034,784	17,089,777	15,708,459	18,093,849	18,172,937	18,515,917	18,787,630	19,084,644
TRANSFERS:								
Transfers In	17,015,417	16,370,171	17,345,223	17,464,394	18,273,140	19,029,765	19,825,015	20,663,240
Transfers Out (See detail below)	(3,883,278)	(3,696,282)	(3,730,771)	(4,056,986)	(4,503,617)	(4,538,053)	(4,635,975)	(4,705,412)
NET TRANSFERS IN (OUT)	13,132,139	12,673,889	13,614,452	13,407,408	13,769,523	14,491,712	15,189,040	15,957,828
OTHER USES:								
Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Committed for Other Purposes	200,000	200,000	200,000	275,000	350,000	425,000	500,000	575,000
Restricted (Reserve for Other Purposes)	-	-	-	-	-	-	-	-
Restricted (Reserve for Specific Fund Purposes)	5,461,493	3,042,143	5,491,017	2,877,428	647,689	(1,097,061)	(2,305,215)	(2,925,151)
TOTAL OTHER USES	5,661,493	3,242,143	5,691,017	3,152,428	997,689	(672,061)	(1,805,215)	(2,350,151)
TOTAL ESTIMATED USES	7,564,138	7,658,031	7,785,024	7,838,869	5,401,103	3,352,144	1,793,375	776,666
DETAIL OF TRANSFERS OUT:								
Administrative Support	2,745,442	2,981,078	2,981,078	3,023,586	3,081,650	3,066,310	3,114,631	3,135,526
Allocation Credit	(349,171)	(393,833)	(393,833)	(304,253)	-	-	-	-
Fleet Lease Assessment Fees	387,815	411,971	411,971	462,388	497,016	521,868	547,961	575,358
Fleet Transfer for additional fleet	175,000	-	-	130,000	-	-	-	-
Insurance Assessment	608,615	548,781	548,781	518,476	523,951	538,375	551,383	562,028
Allocation Credit	39,267	(182,215)	(182,215)	(163,711)	-	-	-	-
Vehicle Maintenance Charges	276,310	330,500	364,989	390,500	401,000	411,500	422,000	432,500
	3,883,278	3,696,282	3,730,771	4,056,986	4,503,617	4,538,053	4,635,975	4,705,412



**Hospital Sale Trust Fund
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

This fund accounts for the proceeds received from the 1981 sale of the Edmond Memorial Hospital. Its only revenue source is interest earnings from the investment of the proceeds. The interest earnings may be used for capital improvements as determined by the City Council and the proceeds may be used for projects only as approved by a vote of the citizens of Edmond.

FUND BUDGET SUMMARY

Hospital Sale Trust Fund FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Interest and Investment Income	26,196	50,000	75,000	15,000	5,000	5,000	5,000	5,000
Miscellaneous Revenue	-	-	-	-	-	-	-	-
Subtotal - Revenues	26,196	50,000	75,000	15,000	5,000	5,000	5,000	5,000
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	7,200,000	-	-
Restricted Prior Year Reserves	7,059,634	8,023,830	8,023,830	8,096,830	1,109,830	1,112,830	8,315,830	8,318,830
Committed Prior Year Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	7,085,830	8,073,830	8,098,830	8,111,830	1,114,830	8,317,830	8,320,830	8,323,830

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Personal Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Other Services & Charges	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service: Revenue Loan Note	-	7,098,616	-	7,000,000	-	-	-	-
TOTAL ESTIMATED COSTS	2,000	7,100,616	2,000	7,002,000	2,000	2,000	2,000	2,000

TRANSFERS:

Transfers In	940,000	-	-	-	-	-	-	-
Transfers Out (See detail below)	-	-	-	-	-	-	-	-
NET TRANSFERS IN (OUT)	940,000	-	-	-	-	-	-	-

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Committed for Other Purposes	-	-	-	-	-	-	-	-
Restricted (Reserve for Capital Improvements)	7,098,616	-	-	-	-	7,098,616	7,098,616	7,098,616
Restricted (Reserve for Specific Fund Purposes)	925,214	973,214	8,096,830	1,109,830	1,112,830	1,217,214	1,220,214	1,223,214
TOTAL OTHER USES	8,023,830	973,214	8,096,830	1,109,830	1,112,830	8,315,830	8,318,830	8,321,830
TOTAL ESTIMATED USES	7,085,830	8,073,830	8,098,830	8,111,830	1,114,830	8,317,830	8,320,830	8,323,830

DETAIL OF TRANSFERS OUT:

Other Purposes - Real Property Fund	-	-	-	-	-	-	-	-
2012 Public Safety Center Fund	-	-	-	-	-	-	-	-
TOTAL	-	-	-	-	-	-	-	-

Debt Service: Revenue Loan Note relates to the Public Safety Center vote to borrow funds from the Hospital Trust.



**Real Property Fund
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Real Property Fund has been established to accumulate resources for future real property acquisitions of the City. Initially financing was provided by a one-time transfer of \$463,230 reserved for land acquisition in the Capital Improvements Fund. Current funding is being provided by annual transfers from the Hospital Sale Trust Fund.

FUND BUDGET SUMMARY

Real Property Fund	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Interest	3,799	1,500	4,000	1,500	-	-	-	-
Miscellaneous Revenue	-	-	-	-	-	-	-	-
Subtotal - Revenues	3,799	1,500	4,000	1,500	-	-	-	-
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	3,629	401,553	401,553	105,478	6,903	6,903	6,903	6,903
Committed Prior Year Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	7,428	403,053	405,553	106,978	6,903	6,903	6,903	6,903
ESTIMATED USES								
DIRECT COSTS BY FUNCTION:								
Personal Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Other Services & Charges	43	-	75	75	-	-	-	-
Capital Outlay	869,326	405,374	300,000	100,000	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	869,369	405,374	300,075	100,075	-	-	-	-
TRANSFERS:								
Transfers In	2,203,494	-	-	-	-	-	-	-
Transfers Out (See detail below)	(940,000)	-	-	-	-	-	-	-
NET TRANSFERS IN (OUT)	1,263,494	-	-	-	-	-	-	-
OTHER USES:								
Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Committed for Other Purposes	-	-	-	-	-	-	-	-
Restricted (Reserve for Capital Improvements)	401,553	(2,321)	105,478	6,903	6,903	6,903	6,903	6,903
Restricted (Reserve for Specific Fund Purposes)	401,553	(2,321)	105,478	6,903	6,903	6,903	6,903	6,903
TOTAL OTHER USES	803,106	(2,321)	210,956	13,806	13,806	13,806	13,806	13,806
TOTAL ESTIMATED USES	7,428	403,053	405,553	106,978	6,903	6,903	6,903	6,903



**Convention & Visitors Bureau
 2014-2015
 Departmental Summary**

DEPARTMENTAL DESCRIPTION

As a City of Edmond agency, the strategic planning process established the mission of the Edmond Convention & Visitors Bureau (ECVB) as ***“Serving the Community by Promoting Destination Edmond.”*** That same process established the vision of the ECVB as follows:

“Promote Edmond Events, Amenities and Attractions outside of the Edmond community and to Facilitate Positive Visitor Experiences for tourists, convention and sporting event attendees, potential visitors as well as Edmond residents in order to become recognized as an established premier travel destination in this region.”

The City of Edmond has recognized the core values of Customer Service, Integrity, Teamwork, Accountability, Professionalism, Communication and Innovation as defining the internal culture of our organization. These guiding principles are incorporated in all ECVB activities, goals and strategies.

1.	Work to bring a convention center and full service hotel to Edmond.
2.	Bring Conferences & Group business to Edmond
3.	Develop new group business by administration of the grant & event support program
4.	Work towards Edmond being perceived as a travel destination
5.	Work with community organizations and travel industry business partners to promote Edmond activities and amenities
6.	Develop & Maintain adequate staffing and accountability to be fully integrated with all COE processes

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
2-1-0	2-1-0	2-1-0	3-0-0	3-1-0	3-1-0

FUND BUDGET SUMMARY

Convention & Visitors Bureau Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Taxes	421,979	398,000	439,892	448,000	448,000	453,000	472,000	476,000
Interest	204	500	588	500	500	500	500	500
Miscellaneous Revenue	19,337	19,000	13,370	10,000	12,000	14,000	16,000	18,000
Subtotal - Revenues	441,520	417,500	453,850	458,500	460,500	467,500	488,500	494,500
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	10,573	79,096	79,096	106,964	87,899	57,232	22,123	(12,768)
Committed Prior Year Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	452,093	496,596	532,946	565,464	548,399	524,732	510,623	481,732

ESTIMATED USES

DIRECT COSTS BY FUNCTION:								
Personal Services	173,844	200,434	199,902	211,309	222,440	228,589	235,224	241,659
Materials & Supplies	9,805	8,130	6,700	10,825	13,225	12,775	15,575	12,725
Other Services & Charges	131,056	172,676	176,849	198,564	194,017	199,542	210,270	251,560
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	314,705	381,240	383,451	420,698	429,682	440,906	461,069	505,944
TRANSFERS:								
Transfers In	-	-	-	-	-	-	-	-
Transfers Out (See detail below)	(58,292)	(42,531)	(42,531)	(56,867)	(61,485)	(61,703)	(62,322)	(62,948)
NET TRANSFERS IN (OUT)	(58,292)	(42,531)	(42,531)	(56,867)	(61,485)	(61,703)	(62,322)	(62,948)
OTHER USES:								
Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Committed for Other Purposes	-	-	-	-	-	-	-	-
Restricted (Reserve for Capital Improvements)	79,096	72,825	106,964	87,899	57,232	22,123	(12,768)	(87,160)
Restricted (Reserve for Specific Fund Purposes)	79,096	72,825	106,964	87,899	57,232	22,123	(12,768)	(87,160)
TOTAL OTHER USES	158,192	145,650	213,928	175,798	114,464	44,246	(25,536)	(174,320)
TOTAL ESTIMATED USES	452,093	496,596	532,946	565,464	548,399	524,732	510,623	481,732

DETAIL OF TRANSFERS OUT:

General Fund	10,802	-	-	-	-	-	-	-
Administrative Support	51,174	49,123	49,123	61,640	59,083	59,213	59,753	60,314
Insurance Assessment	(5,967)	(8,075)	(8,075)	(6,421)	-	-	-	-
Allocation Credit	2,148	2,237	2,237	2,360	2,402	2,490	2,569	2,634
Allocation Credit	135	(754)	(754)	(712)	-	-	-	-
	58,292	42,531	42,531	56,867	61,485	61,703	62,322	62,948



**Ambulatory Services Fund
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Ambulatory Services Fund provides funding of the City of Edmond's Ambulance Services through the regional Emergency Medical Services Authority (EMSA). It primarily covers those citizens who have elected to participate in the TotalCare Program which began in FY09-10.

FUND BUDGET SUMMARY

Ambulatory Services Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Charges for Services	935,525	918,432	929,708	924,996	924,996	924,996	924,996	924,996
Interest	587	1,000	1,527	500	500	500	500	500
Miscellaneous Revenue	-	-	-	-	-	-	-	-
Subtotal - Revenues	936,112	919,432	931,235	925,496	925,496	925,496	925,496	925,496
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	378,471	295,200	295,200	300,582	212,441	111,536	158	(122,016)
Committed Prior Year Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	1,314,583	1,214,632	1,226,435	1,226,078	1,137,937	1,037,032	925,654	803,480

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Personal Services	-	-	-	-	-	-	-	-
Materials & Supplies	7,187	10,000	9,164	10,000	10,000	10,000	10,000	10,000
Other Services & Charges	1,012,196	1,103,328	916,689	962,523	972,149	981,870	991,689	1,001,606
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	1,019,383	1,113,328	925,853	972,523	982,149	991,870	1,001,689	1,011,606

TRANSFERS:

Transfers In	-	-	-	-	-	-	-	-
Transfers Out (See detail below)	-	-	-	(41,114)	(44,252)	(45,004)	(45,981)	(46,774)
NET TRANSFERS IN (OUT)	-	-	-	(41,114)	(44,252)	(45,004)	(45,981)	(46,774)

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Committed for Other Purposes	-	-	-	-	-	-	-	-
Restricted (Reserve for Capital Improvements)	295,200	101,304	300,582	212,441	111,536	158	(122,016)	(254,900)
Restricted (Reserve for Specific Fund Purposes)	295,200	101,304	300,582	212,441	111,536	158	(122,016)	(254,900)
TOTAL OTHER USES	590,400	202,608	601,164	424,882	223,072	316	(244,032)	(509,800)

TOTAL ESTIMATED USES

TOTAL ESTIMATED USES	1,314,583	1,214,632	1,226,435	1,226,078	1,137,937	1,037,032	925,654	803,480
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DETAIL OF TRANSFERS OUT:

Administrative Support	-	-	-	44,716	44,252	45,004	45,981	46,774
Insurance Assessment	-	-	-	(3,602)	-	-	-	-
	-	-	-	41,114	44,252	45,004	45,981	46,774

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**Capital Improvement Fund
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Capital Improvements Fund has been established to account for major capital improvements and ADA (Americans with Disability Act) projects that are financed by the General Fund and other designated sources.

FUND BUDGET SUMMARY

Capital Improvements Fund	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19	FY 14-15

ESTIMATED RESOURCES:

REVENUES:									
Interest	1,487	1,500	6,500	2,500	1,600	1,600	1,600	1,600	
Miscellaneous Revenue	-	-	-	-	-	-	-	-	
Subtotal - Revenues	1,487	1,500	6,500	2,500	1,600	1,600	1,600	1,600	
OTHER RESOURCES:									
Debt/Loan Proceeds	-	-	-	-	-	-	-	-	
Restricted Prior Year Reserves	293,363	763,999	763,999	429,977	322,327	663,877	1,005,427	1,346,977	
Committed Prior Year Reserves	-	-	-	-	-	-	-	-	
TOTAL ESTIMATED RESOURCES	294,850	765,499	770,499	432,477	323,927	665,477	1,007,027	1,348,577	

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Other Services & Charges	97	30	150	150	50	50	50	50	
Capital Outlay:									
General Government	13,325	431,575	681,650	-	-	-	-	-	
Streets and Highways	289,721	217,522	193,522	160,000	260,000	260,000	260,000	260,000	
Parks & Recreation	-	300,000	45,200	100,000	-	-	-	-	
TOTAL ESTIMATED COSTS	303,143	949,127	920,522	260,150	260,050	260,050	260,050	260,050	

TRANSFERS:

Transfers In	772,292	580,000	580,000	150,000	600,000	600,000	600,000	600,000	
Transfers Out (See detail below)	-	-	-	-	-	-	-	-	
NET TRANSFERS IN (OUT)	772,292	580,000	580,000	150,000	600,000	600,000	600,000	600,000	

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-	
Committed for Other Purposes	-	-	-	-	-	-	-	-	
Restricted (Reserve for Capital Improvements)	763,999	396,372	429,977	322,327	663,877	1,005,427	1,346,977	1,688,527	
Restricted (Reserve for Specific Fund Purposes)	-	-	-	-	-	-	-	-	
TOTAL OTHER USES	763,999	396,372	429,977	322,327	663,877	1,005,427	1,346,977	1,688,527	

TOTAL ESTIMATED USES

	294,850	765,499	770,499	432,477	323,927	665,477	1,007,027	1,348,577	
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DETAIL OF TRANSFERS OUT:

Other Purposes-General Fund	-	-	-	-	-	-	-	-	
	-	-	-	-	-	-	-	-	



**Roadway Improvements Fund
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Roadway Improvements Fund has been established to account for street construction and improvement projects as approved by the voters on May 10, 1994. The improvements were financed by a temporary seven-eight cent sales tax totaling \$2,495,703. The remaining funds are planned to be expended in the Budget year for street improvements.

FUND BUDGET SUMMARY

Roadway Improvement Fund FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Interest	30	50	125	100	-	-	-	-
Miscellaneous Revenue	-	-	-	-	-	-	-	-
Subtotal - Revenues	30	50	125	100	-	-	-	-
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	10,741	10,769	10,769	6,771	-	-	-	-
Committed Prior Year Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	10,771	10,819	10,894	6,871	-	-	-	-

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Materials & Supplies	-	-	-	-	-	-	-	-
Other Services & Charges	2	-	-	-	-	-	-	-
Capital Outlay - Streets and Highways	-	10,854	4,123	6,871	-	-	-	-
TOTAL ESTIMATED COSTS	2	10,854	4,123	6,871	-	-	-	-

TRANSFERS:

Transfers In	-	-	-	-	-	-	-	-
Transfers Out (See detail below)	-	-	-	-	-	-	-	-
NET TRANSFERS IN (OUT)	-	-	-	-	-	-	-	-

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Committed for Other Purposes	-	-	-	-	-	-	-	-
Restricted (Reserve for Capital Improvements)	10,769	(35)	6,771	-	-	-	-	-
Restricted (Reserve for Specific Fund Purposes)	-	-	-	-	-	-	-	-
TOTAL OTHER USES	10,769	(35)	6,771	-	-	-	-	-

TOTAL ESTIMATED USES

TOTAL ESTIMATED USES	10,771	10,819	10,894	6,871	-	-	-	-
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**1996 Capital Improvements Tax Fund
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The 1996 Capital Improvements Tax Fund was established to account for various capital improvements recommended by the Citizens Capital Improvements Planning Committee and approved by the voters on August 27, 1996. The improvements were financed by a three-fourths cent sales tax for a five year period beginning November 1, 1996. Funded from the tax were street improvements, radio communication system and computer aided dispatch, water treatment plant expansion, library expansion, senior citizen center, and a city wide sidewalk project. This sales tax was replaced by the 2000 Capital Improvement Tax.

FUND BUDGET SUMMARY

1996 Capital Improvement Tax Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Interest	5,097	-	4,000	2,000	-	-	-	-
Miscellaneous Revenue	-	-	-	-	-	-	-	-
Subtotal - Revenues	5,097	-	4,000	2,000	-	-	-	-
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	1,977,697	549,879	549,879	179,702	-	-	-	-
Committed Prior Year Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	1,982,794	549,879	553,879	181,702	-	-	-	-

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Other Services & Charges	126	-	150	150	-	-	-	-
Capital Outlay:								
Street and Highways	1,429,789	632,851	374,027	181,552	-	-	-	-
Parks and Recreation	-	-	-	-	-	-	-	-
Utilities	3,000	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	1,432,915	632,851	374,177	181,702	-	-	-	-

TRANSFERS:

Transfers In	-	-	-	-	-	-	-	-
Transfers Out (See detail below)	-	-	-	-	-	-	-	-
NET TRANSFERS IN (OUT)	-	-	-	-	-	-	-	-

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Committed for Other Purposes	-	-	-	-	-	-	-	-
Restricted (Reserve for Capital Improvements)	549,879	(82,972)	179,702	-	-	-	-	-
Restricted (Reserve for Specific Fund Purposes)	-	-	-	-	-	-	-	-
TOTAL OTHER USES	549,879	(82,972)	179,702	-	-	-	-	-

TOTAL ESTIMATED USES

	1,982,794	549,879	553,879	181,702	-	-	-	-
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DETAIL OF TRANSFERS OUT:

Other Purposes - Art in Public Places Fund	-	-	-	-	-	-	-	-
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**Art In Public Places (VAC)
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

Ordinance purpose is to provide means to fund the acquisition of works of art by the City and which art shall be in the City's collection, to create a Visual Arts Commission, to provide a means to select works of art for the collection, to provide for the display of the collection, and to provide for the maintenance and repair of the works of art in the collection (Ord.2653, 1, Oct.8, 2001).

GOALS

1.	Control methods of selection of art objects and appropriate locations for display.
2.	Identify and preserve art objects that may be displayed in public places.
3.	Build partnerships with private and corporate entities to purchase artwork.

FUND BUDGET SUMMARY

Art in Public Places Fund	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Interest	149	300	850	500	500	500	500	500
Miscellaneous Revenue - Donations	80,821	103,000	103,000	103,000	3,000	3,000	3,000	3,000
Subtotal - Revenues	80,970	103,300	103,850	103,500	3,500	3,500	3,500	3,500
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	92,700	56,290	56,290	18,027	13,742	115,417	225,592	324,292
Committed Prior Year Reserves	-	11,572	11,572	18,384	18,384	34,244	51,404	66,809
TOTAL ESTIMATED RESOURCES	173,670	171,162	171,712	139,911	35,626	153,161	280,496	394,601

ESTIMATED RESOURCES:

ESTIMATED USES								
DIRECT COSTS BY FUNCTION:								
Personal Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	25	25	25	25	25	25
Other Services & Charges	1,489	17,550	13,716	24,000	5,000	5,000	5,000	5,000
Capital Outlay	199,065	315,000	315,000	200,000	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	200,554	332,550	328,741	224,025	5,025	5,025	5,025	5,025
TRANSFERS:								
Transfers In	98,310	348,800	196,970	117,000	122,000	132,000	118,500	114,500
Transfers Out (See detail below)	(3,564)	(3,530)	(3,530)	(760)	(2,940)	(3,140)	(2,870)	(2,790)
NET TRANSFERS IN (OUT)	94,746	345,270	193,440	116,240	119,060	128,860	115,630	111,710
OTHER USES:								
Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Committed for Other Purposes	11,572	18,384	18,384	18,384	34,244	51,404	66,809	81,694
Restricted (Reserve for Capital Improvements)	47,443	-	-	-	-	-	-	-
Restricted (Reserve for Specific Fund Purposes)	8,847	165,498	18,027	13,742	115,417	225,592	324,292	419,592
TOTAL OTHER USES	67,862	183,882	36,411	32,126	149,661	276,996	391,101	501,286
TOTAL ESTIMATED USES	173,670	171,162	171,712	139,911	35,626	153,161	280,496	394,601

DETAIL OF TRANSFERS OUT:

Administrative Support	500	1,509	1,509	760	2,940	3,140	2,870	2,790
Insurance Assessment	2,909	3,031	3,031	-	-	-	-	-
Allocation Credit	155	(1,010)	(1,010)	-	-	-	-	-
	3,564	3,530	3,530	760	2,940	3,140	2,870	2,790



**Cemetery Care Fund
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Cemetery Care Fund has been established to account for 12.5% of all monies received from the sale of lots and interments in accordance with state law. Monies received must be used to purchase lands for cemeteries and for making capital improvements. Interest earned may be used for improving, caring for and beautifying cemetery property.

FUND BUDGET SUMMARY

Cemetery Care Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Charges for Services	20,694	15,551	17,126	14,756	15,132	15,507	15,883	16,259
Interest	258	500	844	600	600	600	600	600
Miscellaneous Revenue	-	-	-	-	-	-	-	-
Subtotal - Revenues	20,952	16,051	17,970	15,356	15,732	16,107	16,483	16,859
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	85,728	103,666	103,666	121,611	136,917	152,573	168,605	184,988
Committed Prior Year Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	106,680	119,717	121,636	136,967	152,648	168,680	185,088	201,847

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Personal Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Other Services & Charges	3,014	25	25	50	75	75	100	100
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	3,014	25	25	50	75	75	100	100

TRANSFERS:

Transfers In	-	-	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-	-	-
NET TRANSFERS IN (OUT)	-	-	-	-	-	-	-	-

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Committed for Other Purposes	-	-	-	-	-	-	-	-
Restricted (Reserve for Capital Improvements)	-	-	-	-	-	-	-	-
Reserve for Other Restricted Purposes	-	-	-	-	-	-	-	-
Restricted (Reserve for Specific Fund Purposes)	103,666	119,692	121,611	136,917	152,573	168,605	184,988	201,747
TOTAL OTHER USES	103,666	119,692	121,611	136,917	152,573	168,605	184,988	201,747
TOTAL ESTIMATED USES	106,680	119,717	121,636	136,967	152,648	168,680	185,088	201,847

DETAIL OF TRANSFERS OUT:

Other Purposes	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-



**Park Tax Fund
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Park Tax Fund is a dedicated 1/8 cent City sales tax for operations and improvements within the Parks & Recreation Department and its various divisions such as Arcadia Lake, KickingBird Golf & Tennis and our sports partners—such as EASI, Edmond Soccer, Rodeo, Adult Softball, Lacrosse benefit from this funding source.

FUND BUDGET SUMMARY

Parks Tax Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Taxes	1,956,926	1,843,799	1,985,686	1,985,686	2,084,969	2,189,219	2,298,679	2,413,613
Inter-governmental	-	-	-	-	-	-	-	-
Interest	4,333	7,500	12,699	10,000	10,000	10,000	10,000	10,000
Miscellaneous Revenue	-	-	22,833	56,000	56,000	56,000	56,000	56,000
Subtotal - Revenues	1,961,259	1,851,299	2,021,218	2,051,686	2,150,969	2,255,219	2,364,679	2,479,613
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	675,345	1,487,151	1,487,151	34,554	105,844	484,141	607,580	1,060,360
Committed Prior Year Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	2,636,604	3,338,450	3,508,369	2,086,240	2,256,813	2,739,360	2,972,259	3,539,973

ESTIMATED USES

DIRECT COSTS BY FUNCTION:								
Personal Services	319,922	342,903	352,804	348,741	365,138	373,690	381,834	388,318
Materials & Supplies	38,202	50,720	50,720	50,720	50,720	50,720	50,720	50,720
Other Services & Charges	270,265	415,654	415,654	375,324	375,324	375,324	375,324	375,324
Capital Outlay	349,521	1,562,123	2,414,178	1,158,000	925,000	1,275,000	1,050,000	450,000
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	977,910	2,371,400	3,233,356	1,932,785	1,716,182	2,074,734	1,857,878	1,264,362
TRANSFERS:								
Transfers In	-	-	-	-	-	-	-	-
Transfers Out (See detail below)	(171,543)	(236,167)	(240,459)	(47,611)	(56,490)	(57,046)	(54,021)	(50,596)
NET TRANSFERS IN (OUT)	(171,543)	(236,167)	(240,459)	(47,611)	(56,490)	(57,046)	(54,021)	(50,596)
OTHER USES:								
Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Committed for Other Purposes	-	-	-	-	-	-	-	-
Restricted (Reserve for Capital Improvements)	1,487,151	730,883	34,554	105,844	484,141	607,580	1,060,360	2,225,015
Restricted (Reserve for Specific Fund Purposes)	-	-	-	-	-	-	-	-
TOTAL OTHER USES	1,487,151	730,883	34,554	105,844	484,141	607,580	1,060,360	2,225,015
TOTAL ESTIMATED USES	2,636,604	3,338,450	3,508,369	2,086,240	2,256,813	2,739,360	2,972,259	3,539,973

DETAIL OF TRANSFERS OUT:

Administrative Support	31,048	34,523	34,523	37,126	33,822	34,094	34,297	34,666
Allocation Credit	(4,279)	(6,163)	(6,163)	(5,656)	-	-	-	-
Art in Public Places Fund	-	11,500	15,792	7,000	12,000	12,000	8,500	4,500
Fleet Lease Assessment Fund	3,419	3,522	3,522	3,627	3,736	3,848	3,964	4,043
Insurance Assessment	4,737	4,831	4,831	4,346	4,432	4,604	4,760	4,887
Allocation Credit	288	(1,646)	(1,646)	(1,332)	-	-	-	-
Vehicle Maintenance Fund	1,330	2,500	2,500	2,500	2,500	2,500	2,500	2,500
2000 Capital Improvement Tax Fund	35,000	87,100	87,100	-	-	-	-	-
Arcadia Lake Fund	-	-	-	-	-	-	-	-
Golf Course Fund	100,000	100,000	100,000	-	-	-	-	-
	171,543	236,167	240,459	47,611	56,490	57,046	54,021	50,596



**2000 Capital Improvements Tax Fund
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The 2000 Capital Improvements Tax Fund has been established to account for capital improvements as recommended to the City Council by the Capital Financing Task Force. The improvements are being financed by a permanent three-fourths cent sales tax approved by the voters December 12, 2000. In addition, this fund accounts for payment of principal and interest due each year on the outstanding balance of sales tax revenue bonds. There are five bond issues outstanding with total indebtedness of \$73,260,000.

Bond Issues

	Issues	Issue Amount	Principal Balance 6/30/2013	Final Maturity
1.	2001 Sales Tax Revenue Bonds	20,000,000	*	*
2.	2003 Sales Tax Revenue Bonds	20,000,000	*	*
3.	2004 Sales Tax Revenue Bonds	20,000,000	13,035,000	7/01/2024
4.	2005 Sales Tax Revenue Bonds	30,000,000	22,515,000	7/01/2026
5.	2010 Sales Tax Revenue Bonds	13,900,000	10,970,000	7/01/2021
6.	2012 Sales Tax Revenue Bonds	13,255,000	13,030,000	7/1/2023
7.	2013 Sales Tax Revenue Bonds	13,710,000	13,710,000	7/1/2023

* 2001 Sales Tax Revenue Bond was refinanced to the 2010 Sales Tax Revenue Bond with same final maturity.

* 2003 Sales Tax Revenue Bond was refinance to the 2012 Sales Tax Revenue Bond with same final maturity.

FUND BUDGET SUMMARY

2000 Capital Improvement Tax Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Taxes	11,741,553	11,376,608	11,891,956	11,891,956	12,486,554	13,110,881	13,766,426	14,454,747
Inter-governmental	7,498,634	-	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-	-	-
Interest	515,018	400,000	630,931	550,000	300,000	300,000	300,000	300,000
Miscellaneous Revenue	12,987,244	6,215,000	4,509,233	60,000	60,000	60,000	60,000	60,000
Subtotal - Revenues	32,742,449	17,991,608	17,032,120	12,501,956	12,846,554	13,470,881	14,126,426	14,814,747
OTHER RESOURCES:								
Debt/Loan Proceeds	28,290,224	1,000,000	1,000,000	-	-	-	-	-
Restricted Prior Year Reserves	31,408,842	35,358,477	35,358,477	13,136,798	8,411,333	8,706,217	9,576,397	8,041,585
Committed Prior Year Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	92,441,515	54,350,085	53,390,597	25,638,754	21,257,887	22,177,098	23,702,823	22,856,332

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Materials & Supplies	38	50	200	200	200	200	200	200
Other Services & Charges	14,174	30,000	30,000	35,000	30,000	35,000	30,000	35,000
Capital Outlay:								
Street/Highways	10,964,491	12,440,754	12,281,144	8,230,000	3,801,000	3,834,000	6,908,000	2,263,000
Parks and Recreation	21,348,495	9,757,649	12,181,378	-	-	-	-	-
Public Safety	-	-	-	-	-	-	-	-
Economic Development	2,701,056	6,140,715	6,800,000	-	-	-	-	-
General Government	-	109,106	-	120,000	120,000	120,000	120,000	120,000
Community Development	-	500,000	-	-	-	-	-	-
Debt Service:								
Principal Retirement	4,495,000	5,855,000	5,855,000	6,075,000	6,260,000	6,455,000	6,665,000	6,910,000
Interest	2,458,648	2,675,793	2,675,793	2,462,553	2,278,620	2,083,578	1,873,836	1,636,231
Issuance Fees	405,765	275,000	275,000	250,000	-	-	-	-
ED Debt Service (P&I)	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	42,387,667	37,784,067	40,098,515	17,172,753	12,489,820	12,527,778	15,597,036	10,964,431

TRANSFERS:

Transfers In	35,000	87,100	87,100	-	-	-	-	-
Transfers Out (See detail below)	(14,730,371)	(195,684)	(242,384)	(54,668)	(61,850)	(72,923)	(64,202)	(65,313)
NET TRANSFERS IN (OUT)	(14,695,371)	(108,584)	(155,284)	(54,668)	(61,850)	(72,923)	(64,202)	(65,313)

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Committed for Other Purposes	-	-	-	-	-	-	-	-
Restricted (Reserve for Capital Improvements)	27,253,862	8,627,841	5,307,205	581,740	876,624	1,746,805	211,992	3,996,995
Restricted (Reserve for Specific Fund Purposes)	8,104,615	7,829,593	7,829,593	7,829,593	7,829,593	7,829,593	7,829,593	7,829,593
TOTAL OTHER USES	35,358,477	16,457,434	13,136,798	8,411,333	8,706,217	9,576,397	8,041,585	11,826,588

TOTAL ESTIMATED USES

TOTAL ESTIMATED USES	92,441,515	54,350,085	53,390,597	25,638,754	21,257,887	22,177,098	23,702,823	22,856,332
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DETAIL OF TRANSFERS OUT:

Other Purposes - Art in Public Places Fund	-	147,300	194,000	-	-	10,000	-	-
Transfers-Debt Refinance	12,477,058	-	-	-	-	-	-	-
Other Purposes - Real Property Fund	2,203,494	-	-	-	-	-	-	-
Administrative Support	59,543	51,565	51,565	60,179	61,850	62,923	64,202	65,313
Allocation Credit	(9,724)	(3,181)	(3,181)	(5,511)	-	-	-	-
	14,730,371	195,684	242,384	54,668	61,850	72,923	64,202	65,313



**2012 Public Safety Center -Capital
Improvements Tax Fund
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The 2012 Public Safety Center -Capital Improvements Tax Fund was established to account for the capital construction costs of a new Public Safety Center. The improvements are being financed by a 5-year one-half cent sales tax approved by the voters October 11th, 2011.

The one-half cent sales tax began April 1st, 2012 and will end March 31st, 2017.

FUND BUDGET SUMMARY

2012 Public Safety Center - Capital Improvement Tax Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Taxes	7,827,702	7,375,197	7,890,810	7,890,810	8,285,350	7,683,224	-	-
Inter-governmental	-	-	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-	-	-
Interest	19,390	10,000	85,000	25,000	10,000	5,000	-	-
Miscellaneous Revenue	-	-	-	-	-	-	-	-
Subtotal - Revenues	7,847,092	7,385,197	7,975,810	7,915,810	8,295,350	7,688,224	-	-
OTHER RESOURCES:								
Debt/Loan Proceeds	-	20,098,616	-	7,000,000	-	-	-	-
Restricted Prior Year Reserves	1,970,465	8,276,827	8,276,827	5,855,346	1,544,182	2,646,178	3,090,471	3,045,664
Committed Prior Year Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	9,817,557	35,760,640	16,252,637	20,771,156	9,839,532	10,334,402	3,090,471	3,045,664

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Materials & Supplies	24	-	-	-	-	-	-	-
Other Services & Charges	15,402	392,460	330,091	150,000	150,000	-	-	-
Capital Outlay:								
Street/Highways	-	65,000	30,000	35,000	-	-	-	-
Public Safety	1,489,638	34,401,934	10,000,000	19,000,000	7,000,000	-	-	-
General Government	-	-	-	-	-	-	-	-
Debt Service:								
Principal Retirement	-	-	-	-	-	7,200,000	-	-
Interest	-	-	-	-	-	-	-	-
Issuance Fees	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	1,505,064	34,859,394	10,360,091	19,185,000	7,150,000	7,200,000	-	-

TRANSFERS:

Transfers In	-	-	-	-	-	-	-	-
Transfers Out (See detail below)	(35,666)	(37,200)	(37,200)	(41,974)	(43,354)	(43,931)	(44,807)	(45,190)
NET TRANSFERS IN (OUT)	(35,666)	(37,200)	(37,200)	(41,974)	(43,354)	(43,931)	(44,807)	(45,190)

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Committed for Other Purposes	-	-	-	-	-	-	-	-
Restricted (Reserve for Capital Improvements)	8,276,827	864,046	5,855,346	1,544,182	2,646,178	3,090,471	3,045,664	3,000,474
Restricted (Reserve for Specific Fund Purposes)	-	-	-	-	-	-	-	-
TOTAL OTHER USES	8,276,827	864,046	5,855,346	1,544,182	2,646,178	3,090,471	3,045,664	3,000,474

TOTAL ESTIMATED USES	9,817,557	35,760,640	16,252,637	20,771,156	9,839,532	10,334,402	3,090,471	3,045,664
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DETAIL OF TRANSFERS OUT:

Other Purposes - Art in Public Places Fund	-	-	-	-	-	-	-	-
Transfers-Debt Refinance	-	-	-	-	-	-	-	-
Administrative Support	35,666	44,178	44,178	43,347	43,354	43,931	44,807	45,190
Allocation Credit	-	(6,978)	(6,978)	(1,373)	-	-	-	-
	35,666	37,200	37,200	41,974	43,354	43,931	44,807	45,190

Debt Service: Revenue Loan Note relates to the Public Safety Center vote to borrow funds from the Hospital Trust and a Construction Loan.

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THE CITY OF EDMOND, OKLAHOMA

FUND DESCRIPTION

-EPWA UTILITY FUNDS-

The EPWA Utility Funds are used to account for the cost of providing all utility services (electricity, water, wastewater, drainage, solid waste) to the citizens of Edmond funded with the revenue generated by the charges for services represented by the utility bills. The costs incurred include personnel, operation and maintenance and capital outlay costs necessary to adequately develop and maintain a high level of service in the utility facilities. The fund also accounts for the operations of the Arcadia Lake recreational facilities. These facilities are financed through user fees and General Fund and Park Tax Fund transfers.

EPWA SEWER IMPACT FUND

The EPWA Sewer Impact Fund is used to account for impact fees collected on new developments in accordance with Ordinance #2077. This ordinance, which was repealed in July 2002, established a fee of \$100 per toilet to be used for the sole purpose of acquiring, equipping, and/or making capital improvements to the City's sewer facilities. The funds may also be used for debt service under certain conditions.

THE CITY OF EDMOND, OKLAHOMA

FUND DESCRIPTION

EPWA UTILITY FUNDS

EPWA REVENUE BOND FUNDS

The EPWA Revenue Bond Funds are utilized to account for the construction costs and improvement costs related to utility system capital improvements funded by the sale of Public Works Authority revenue bonds. In addition, the Bond Funds account for payment of principal and interest due each year on the outstanding balance of revenue bonds. At present, the Authority has three (3) revenue bond issues outstanding with total indebtedness equaling \$46,625,000.

<u>ISSUE</u>	<u>ISSUE AMOUNT</u>	<u>PRINCIPAL BAL. 6-30-13</u>	<u>FINAL MATURITY</u>
2003 Utility System Refunding Revenue Bonds	8,735,000	2,980,000	1/01/2024
2004 Utility System Revenue Bonds	14,700,000	10,875,000	7/01/2024
2005 Utility System Refund Revenue Bonds	40,435,000	32,770,000	7/01/2024

FUND BUDGET SUMMARY

Public Works Authority Funds

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Inter-governmental	921,297	2,416,597	1,268,650	1,147,947	-	-	-	-
License and Permits	1,889,952	1,317,852	1,808,326	1,600,074	1,661,955	1,706,130	1,750,306	1,794,483
Charges for Services	111,879,512	117,819,122	116,572,181	123,024,215	125,982,665	128,577,951	131,768,572	134,966,840
Interest	107,741	379,200	453,111	355,000	355,000	345,000	335,000	325,000
Miscellaneous Revenue	557,503	548,107	451,063	556,562	562,422	570,846	579,267	587,689
Subtotal - Revenues	115,356,005	122,480,878	120,553,331	126,683,798	128,562,042	131,199,927	134,433,145	137,674,012
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	-	-	-	-	-	-	-	-
Unrestricted Prior Year Reserves	56,293,722	56,940,309	56,940,309	45,536,021	34,029,140	27,246,490	33,649,587	42,072,051
TOTAL ESTIMATED RESOURCES	171,649,727	179,421,187	177,493,640	172,219,819	162,591,182	158,446,417	168,082,732	179,746,063

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Electric Utility	69,890,370	71,270,052	70,955,376	71,273,047	75,852,321	76,873,171	80,061,987	84,627,219
Water Utility	9,060,233	22,183,206	19,711,785	24,434,085	20,098,689	12,817,746	12,140,140	12,419,712
Solid Waste Utility	5,191,480	6,072,944	6,023,298	5,697,687	5,940,152	6,200,857	6,477,447	6,758,741
Wastewater Utility	7,106,205	10,664,147	9,593,074	12,957,497	7,896,672	2,970,351	3,126,115	3,090,515
Arcadia	732,951	769,848	773,444	811,978	828,774	840,109	846,438	857,010
Drainage	556,364	5,479,396	3,855,910	1,917,916	1,413,261	1,355,938	942,933	2,485,976
TOTAL ESTIMATED COSTS	92,537,603	116,439,593	110,912,887	117,092,210	112,029,868	101,058,171	103,595,060	110,239,173

TRANSFERS:

Transfers In	31,831,370	29,995,622	32,180,194	32,180,478	33,763,579	35,427,316	36,916,415	38,759,539
Transfers Out (See detail below)	(54,003,185)	(52,482,402)	(53,792,391)	(53,278,947)	(57,078,403)	(59,165,975)	(59,332,036)	(61,717,622)
NET TRANSFERS IN (OUT)	(22,171,815)	(22,486,780)	(21,612,197)	(21,098,469)	(23,314,824)	(23,738,659)	(22,415,621)	(22,958,083)

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Reserve for Capital Improvements	-	-	-	-	-	-	-	-
Reserve for Other Restricted Purposes	-	-	-	-	-	-	-	-
Unassigned (Res for Emergencies & Shortfalls*)	56,940,309	41,062,279	45,536,021	34,029,140	27,246,490	33,649,587	42,072,051	46,548,807
TOTAL OTHER USES	56,940,309	41,062,279	45,536,021	34,029,140	27,246,490	33,649,587	42,072,051	46,548,807

TOTAL ESTIMATED USES	171,649,727	179,988,652	178,061,105	172,219,819	162,591,182	158,446,417	168,082,732	179,746,063
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* LEVEL OF EMERGENCY RESERVES:

Percentage of Total Revenue	49%	34%	38%	27%	21%	26%	31%	34%
Number of Days of Revenue	180	122	138	98	77	94	114	123
Percentage of Total Expenses	39%	24%	28%	20%	16%	21%	26%	27%
Number of Days of Expenses	142	89	101	73	59	77	94	99

DETAIL OF TRANSFERS OUT:

General Fund-Sales Tax	31,356,757	29,500,785	31,685,357	31,685,357	33,269,625	34,933,106	36,679,761	38,513,750
Administrative Support	6,640,989	7,114,256	7,114,256	8,001,975	8,070,929	8,174,022	8,353,239	8,480,808
Allocation Credit	(767,172)	(885,839)	(885,839)	(572,146)	-	-	-	-
Capital Improvement	-	-	-	-	-	-	-	-
Edmond Economic Development Fund (EEDA)	470,000	528,429	-	-	-	-	-	-
Edmond Electric Economic Development Fund	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Fleet Lease Assessment Fee	994,717	1,038,805	949,138	771,533	835,304	868,375	902,915	938,992
Fleet Management Fund	384,750	436,166	199,050	-	565,000	2,050	-	-
General Fund	3,378,214	3,202,100	3,202,100	1,942,584	2,497,270	3,276,525	3,544,108	3,824,146
Insurance Assessment	248,150	286,183	286,183	286,865	290,293	300,764	310,304	318,182
Allocation Credit	20,129	(116,900)	(116,900)	(99,598)	-	-	-	-
Revenue Bond Funds	6,058,758	5,875,159	5,875,159	5,483,610	5,479,499	5,477,381	3,297,074	3,282,446
Vehicle Maintenance Fees	753,199	825,042	805,671	845,116	886,546	927,298	958,730	998,723
Field Services	4,556,836	4,628,216	4,628,216	4,977,076	5,133,937	5,156,454	5,235,905	5,310,575
Allocation Credit	(142,142)	(567,465)	(567,465)	(93,425)	-	-	-	-
	54,003,185	52,482,402	53,792,391	53,278,947	57,078,403	59,165,975	59,332,036	61,717,622



**Edmond Electric
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

Edmond Electric's mission is to provide high quality electric service at a competitive price responding to our customers' needs with trustworthy service.

Edmond Electric is Oklahoma's largest community-owned electric utility. Edmond Electric has served the Edmond community since 1908. Today, Edmond Electric provides electric services to more than 83,000 residents within the City of Edmond corporate city limits.

As a publicly owned power company and a city department, Edmond Electric returns profits to the community annually. Our profits support vital city services such as police, fire, streets and parks. Because of Edmond Electric's support, our community maintains a high quality of living yet has one of the lowest sales tax rates in the state for a city our size. Plus, Edmond Electric provides fast, reliable service and a reliability rating of over 99.96%!

1.	Provide High Quality Electric Service
2.	Maintain Cost Competitiveness and Responsive Rates
3.	Maintain Long-Term Investment Value of System
4.	Provide Responsive Customer Service
5.	Provide Proactive Employee Development

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
49.6-0-0	49.6-0-0	49.6-0-0	49.6-0-0	49.6-0-0	49.6-0-0

**Staffing Level adjusted for transfer of .4 full-time equivalent personnel to Warehouse budget.*

FUND BUDGET SUMMARY

Electric Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Inter-governmental	12,673	-	-	-	-	-	-	-
Charges for Services	70,776,334	75,008,638	73,984,364	76,982,775	78,957,794	80,558,210	82,719,028	84,879,843
Interest	17,374	65,000	19,276	18,000	18,000	18,000	18,000	18,000
Miscellaneous Revenue	328,750	291,670	205,592	298,613	300,386	304,720	309,054	313,387
Subtotal - Revenues	71,135,131	75,365,308	74,209,232	77,299,388	79,276,180	80,880,930	83,046,082	85,211,230
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	-	-	-	-	-	-	-	-
Unrestricted Prior Year Reserves	6,924,811	1,460,190	1,460,190	707,125	2,027,054	(1,604,693)	(5,952,216)	(11,614,128)
TOTAL ESTIMATED RESOURCES	78,059,942	76,825,498	75,669,422	78,006,513	81,303,234	79,276,237	77,093,866	73,597,102
ESTIMATED USES								
DIRECT COSTS BY FUNCTION:								
Personal Services	4,438,510	4,633,239	4,817,578	4,802,867	4,978,634	5,030,977	5,081,925	5,133,765
Materials & Supplies	1,172,055	1,168,300	1,078,378	1,079,800	1,088,800	1,116,300	1,140,300	1,151,300
Wholesale Electric Purchases	55,989,404	54,514,187	58,300,000	57,739,141	58,893,923	60,071,801	62,498,701	63,748,676
Other Services & Charges	4,877,110	5,908,020	3,598,920	3,727,239	7,089,844	7,234,711	7,392,251	7,574,292
Capital Outlay	3,413,291	5,046,306	3,160,500	3,924,000	3,801,120	3,419,382	3,948,810	7,019,186
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	69,890,370	71,270,052	70,955,376	71,273,047	75,852,321	76,873,171	80,061,987	84,627,219
TRANSFERS:								
Transfers In	-	-	-	-	-	-	-	-
Transfers Out (See detail below)	(6,709,382)	(6,859,733)	(4,006,921)	(4,706,412)	(7,055,607)	(8,355,282)	(8,646,007)	(8,941,021)
NET TRANSFERS IN (OUT)	(6,709,382)	(6,859,733)	(4,006,921)	(4,706,412)	(7,055,607)	(8,355,282)	(8,646,007)	(8,941,021)
OTHER USES:								
Reserve for Capital Improvements	-	-	-	-	-	-	-	-
Reserve for Other Restricted Purposes	-	-	-	-	-	-	-	-
Unassigned (Res for Emergencies & Shortfalls*)	1,460,190	(1,304,287)	707,125	2,027,054	(1,604,693)	(5,952,216)	(11,614,128)	(19,971,138)
TOTAL OTHER USES	1,460,190	(1,304,287)	707,125	2,027,054	(1,604,693)	(5,952,216)	(11,614,128)	(19,971,138)
TOTAL ESTIMATED USES	78,059,942	76,825,498	75,669,422	78,006,513	81,303,234	79,276,237	77,093,866	73,597,102
* LEVEL OF EMERGENCY RESERVES:								
Percentage of Total Revenue	2%	-2%	1%	3%	-2%	-7%	-14%	-23%
Number of Days of Revenue	7	(6)	3	10	(7)	(27)	(51)	(86)
Percentage of Total Expenses	2%	-2%	1%	3%	-2%	-7%	-13%	-21%
Number of Days of Expenses	7	(6)	3	10	(7)	(25)	(48)	(78)
DETAIL OF TRANSFERS OUT:								
Administrative Support	2,645,909	3,159,041	3,159,041	4,164,392	4,202,417	4,256,144	4,351,791	4,421,517
Allocation Credit	(284,541)	(436,432)	(436,432)	(268,917)	-	-	-	-
Edmond Economic Development Fund (EEDA)	470,000	528,429	-	-	-	-	-	-
Edmond Electric Economic Development Fund	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Fleet Lease Assessment Fee	277,512	358,670	269,003	-	-	-	-	-
Fleet Management Fund	382,700	237,116	-	-	-	-	-	-
General Fund	2,761,558	2,622,018	622,018	486,321	2,489,640	3,725,512	3,947,819	4,185,245
Insurance Assessment	37,315	75,167	75,167	66,885	67,884	71,179	74,187	76,678
Allocation Credit	6,200	(38,611)	(38,611)	(31,184)	-	-	-	-
Revenue Bond Funds	242,739	174,735	174,735	102,835	102,782	102,419	64,210	48,081
Vehicle Maintenance Fees	119,990	129,600	132,000	136,080	142,884	150,028	158,000	159,500
	6,709,382	6,859,733	4,006,921	4,706,412	7,055,607	8,355,282	8,646,007	8,941,021



**Water Resources
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

Water Resources has three (3) divisions: 1. Water Production comprised of the Edmond Water Plant, water towers, storage tanks, and water pumping stations; 2. Water Wells charged with operation and maintenance of the City’s 56 water wells; and 3. Wastewater Treatment, consisting of the Coffee Creek Wastewater Treatment Plant and 9 lift stations. The overall mission of Water Resources is to meet the water and wastewater needs of Edmond’s customers by providing effective, efficient and trustworthy water and wastewater services.

GOALS

1.	Compliance with EPA and ODEQ Regulations, Reporting and Rules
2.	Implementation of the Water and Wastewater Master Plan
3.	Program Development
4.	Work Process Improvement

Water Quality:

- 1) *Drinking Water Compliance Rate (percent):* $100 \times (\text{number of days in full compliance for the year} \div 365 \text{ days})$. Goal: 100%
- 2) *Wastewater Treatment Effectiveness Rate (percent):* $100 \times (365 - \text{total number of standard non-compliance days} \div 365 \text{ days})$. Goal: 100%
- 3) *Chemical use per volume delivered/processed:* Amount of chemicals used \div MG delivered/processed.

Customer Service:

- 1) *Drinking water flow and pressure:* Flow and pressure will be maintained in adequate volumes to meet customer needs for potable, fire safety and non-potable uses. This will be determined by dividing days experiencing water volume issues by 365 days per year.
- 2) *Customer service complaint rate:* $1,000 \times (\text{customer service associated complaints} \div \text{number of active customer accounts})$.

Continuous Improvement:

- 1) *Planned maintenance ratio by hours (percent):* $100 \times ((\text{hours of planned maintenance}) \div (\text{hours of planned} + \text{corrective maintenance}))$. Goal: 75% Planned Maintenance
- 3) *Training hours per employee:* Total of qualified formal training hours for all employees \div total FTE’s worked by employees during the year.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
30-0-0	31-0-0	31-0-0	31-0-0	31-0-0	31-0-0

**Includes Water Plant, Water Wells, and Wastewater Plant*

FUND BUDGET SUMMARY

Water Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Inter-governmental	-	-	-	-	-	-	-	-
License & Permits:								
Water Tap Fees	296,333	148,524	240,976	204,857	211,865	218,873	225,882	232,890
Capacity Fees	908,981	757,363	936,620	802,996	828,304	853,611	878,918	904,226
Charges for Services	21,534,405	22,860,273	21,397,350	23,371,959	23,980,954	24,565,310	25,215,973	25,866,636
Interest	57,756	175,000	258,951	180,000	180,000	180,000	180,000	180,000
Miscellaneous Revenue	171,948	207,176	196,702	209,359	211,911	214,465	217,018	219,571
Subtotal - Revenues	22,969,423	24,148,336	23,030,599	24,769,171	25,413,034	26,032,259	26,717,791	27,403,323
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	-	-	-	-	-	-	-	-
Unrestricted Prior Year Reserves	27,659,142	32,273,780	32,273,780	24,283,665	14,118,145	10,203,647	14,580,026	22,083,006
TOTAL ESTIMATED RESOURCES	50,628,565	56,422,116	55,304,379	49,052,836	39,531,179	36,235,906	41,297,817	49,486,329

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Personal Services	1,419,344	1,627,629	1,568,574	1,656,370	1,739,082	1,778,206	1,818,275	1,856,520
Materials & Supplies	583,258	765,120	715,994	770,944	759,530	771,299	788,445	792,618
Other Services & Charges	2,849,177	4,145,172	5,575,867	6,286,595	3,186,662	3,180,636	3,269,895	3,326,005
Capital Outlay	2,516,932	13,731,259	10,139,526	14,028,007	12,783,007	5,394,936	4,569,500	4,750,261
Debt Service	1,691,522	1,914,026	1,711,824	1,692,169	1,630,408	1,692,669	1,694,025	1,694,308
Debt Issuance Costs	-	-	-	-	-	-	-	-
Debt Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	9,060,233	22,183,206	19,711,785	24,434,085	20,098,689	12,817,746	12,140,140	12,419,712

TRANSFERS:

Transfers In	31,356,754	29,500,785	31,685,357	31,685,357	33,269,625	34,933,106	36,679,761	38,513,750
Transfers Out (See detail below)	(40,651,306)	(38,822,358)	(42,994,286)	(42,185,964)	(42,498,468)	(43,771,240)	(43,754,433)	(45,718,911)
NET TRANSFERS IN (OUT)	(9,294,552)	(9,321,573)	(11,308,929)	(10,500,607)	(9,228,843)	(8,838,134)	(7,074,672)	(7,205,161)

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Reserve for Capital Improvements	-	-	-	-	-	-	-	-
Reserve for Other Restricted Purposes	-	-	-	-	-	-	-	-
Unassigned (Res for Emergencies & Shortfalls*)	32,273,780	24,917,337	24,283,665	14,118,145	10,203,647	14,580,026	22,083,006	29,861,455
TOTAL OTHER USES	32,273,780	24,917,337	24,283,665	14,118,145	10,203,647	14,580,026	22,083,006	29,861,455

TOTAL ESTIMATED USES	50,628,565	56,422,116	55,304,379	49,052,836	39,531,179	36,235,906	41,297,817	49,486,329
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* LEVEL OF EMERGENCY RESERVES:

Percentage of Total Revenue	141%	103%	105%	57%	40%	56%	83%	109%
Number of Days of Revenue	513	377	385	208	147	204	302	398
Percentage of Total Expenses	176%	79%	78%	40%	35%	67%	115%	152%
Number of Days of Expenses	642	289	286	148	127	246	419	555

DETAIL OF TRANSFERS OUT:

General Fund - Sales Tax	31,356,757	29,500,785	31,685,357	31,685,357	33,269,625	34,933,106	36,679,761	38,513,750
General Fund	134,193	100,000	2,100,000	1,074,416	(412,605)	(899,193)	(875,572)	(866,383)
Revenue Bond Funds	4,815,020	4,891,556	4,891,556	4,787,206	4,783,982	4,783,168	2,904,032	2,948,600
Administrative Support Fund	1,821,534	1,882,157	1,882,157	1,786,685	1,811,594	1,841,391	1,882,517	1,914,725
Insurance Assessment	(201,254)	(229,616)	(229,616)	(143,914)	-	-	-	-
Allocation Credit	57,373	65,891	65,891	55,533	56,140	57,982	59,659	61,043
Allocation Credit	3,698	(23,473)	(23,473)	(17,928)	-	-	-	-
Vehicle Maintenance Fees	19,034	29,321	16,677	30,201	31,106	32,040	32,089	32,089
Fleet Lease Assessment Fee	37,348	38,367	38,367	44,867	46,061	47,292	48,559	49,865
Fleet Management Fund	2,050	39,050	39,050	-	-	2,050	-	-
Field Services Fund	2,631,924	2,648,762	2,648,762	2,896,586	2,912,565	2,973,404	3,023,388	3,065,222
Allocation Credit	(26,371)	(120,442)	(120,442)	(13,045)	-	-	-	-
	40,651,306	38,822,358	42,994,286	42,185,964	42,498,468	43,771,240	43,754,433	45,718,911



**Solid Waste
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Solid Waste Utility’s vision is to continuously improve solid waste services for the benefit of delivering “Trustworthy Service” to citizens.

Solid Waste department delivers safe, high quality, cost effective trustworthy solid waste collection service to our customers. Department focuses on streamlined solid waste route management and promotes safe vehicle operations with employee safety incentive programs. The department is accelerating use of new technologies to continuously improve delivery and lower cost of service to our customers.

1.	Provide quality and consistent customer service to internal and external customers.
2.	Reduce maintenance costs/overtime within the department.
3.	Improve overall department performance with emphasis on work practices review and routing efficiencies.
4.	Reduce departmental maintenance costs by 10 %.
5.	Improve department safety by reducing number of vehicle accidents.
6.	Promote continuous improvement within the department.
7.	Make necessary changes in equipment to modernize the fleet.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
20-0-0	20-0-0	20-0-0	20-0-0	20-0-0	20-0-0

**Includes Solid Waste Administration, Residential, Commercial, Recycling, and Roll Off*

FUND BUDGET SUMMARY

Solid Waste Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Inter-governmental	-	-	-	-	-	-	-	-
Charges for Services	7,824,830	7,939,699	7,949,802	8,631,252	8,706,919	8,801,485	8,873,907	8,946,327
Interest	3,158	12,000	18,607	15,000	15,000	15,000	15,000	15,000
Miscellaneous Revenue	-	-	-	-	-	-	-	-
Subtotal - Revenues	7,827,988	7,951,699	7,968,409	8,646,252	8,721,919	8,816,485	8,888,907	8,961,327
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	-	-	-	-	-	-	-	-
Unrestricted Prior Year Reserves	2,234,516	2,452,739	2,452,739	1,988,773	2,495,759	2,064,502	1,941,109	1,527,135
TOTAL ESTIMATED RESOURCES	10,062,504	10,404,438	10,421,148	10,635,025	11,217,678	10,880,987	10,830,016	10,488,462

ESTIMATED USES

DIRECT COSTS BY FUNCTION:								
Personal Services	1,327,476	1,360,482	1,377,432	1,421,312	1,468,137	1,490,272	1,512,180	1,534,373
Materials & Supplies	525,254	634,705	593,991	594,411	628,756	648,718	670,199	684,814
Other Services & Charges	3,338,750	3,852,987	3,827,105	3,621,964	3,843,259	4,061,867	4,295,068	4,539,554
Capital Outlay	-	224,770	224,770	60,000	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	5,191,480	6,072,944	6,023,298	5,697,687	5,940,152	6,200,857	6,477,447	6,758,741
TRANSFERS:								
Transfers In	-	-	-	-	-	-	-	-
Transfers Out (See detail below)	(2,418,284)	(2,409,077)	(2,409,077)	(2,441,579)	(3,213,025)	(2,739,020)	(2,825,435)	(2,915,835)
NET TRANSFERS IN (OUT)	(2,418,284)	(2,409,077)	(2,409,077)	(2,441,579)	(3,213,025)	(2,739,020)	(2,825,435)	(2,915,835)
OTHER USES:								
Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Reserve for Capital Improvements	-	-	-	-	-	-	-	-
Reserve for Other Restricted Purposes	-	-	-	-	-	-	-	-
Unassigned (Res for Emergencies & Shortfalls*)	2,452,739	1,922,417	1,988,773	2,495,759	2,064,502	1,941,109	1,527,135	813,886
TOTAL OTHER USES	2,452,739	1,922,417	1,988,773	2,495,759	2,064,502	1,941,109	1,527,135	813,886
TOTAL ESTIMATED USES	10,062,504	10,404,438	10,421,148	10,635,025	11,217,678	10,880,987	10,830,016	10,488,462

*** LEVEL OF EMERGENCY RESERVES:**

Percentage of Total Revenue	31%	24%	25%	29%	24%	22%	17%	9%
Number of Days of Revenue	114	88	91	105	86	80	63	33
Percentage of Total Expenses	32%	23%	24%	31%	23%	22%	16%	8%
Number of Days of Expenses	118	83	86	112	82	79	60	31

DETAIL OF TRANSFERS OUT:

Administrative Support	701,125	675,260	675,260	703,101	706,554	714,855	730,185	739,400
Allocation Credit	(103,749)	(67,653)	(67,653)	(52,132)	-	-	-	-
Fleet Lease Assessment Fee	646,039	606,974	606,974	680,095	741,312	771,752	803,582	836,867
General Fund	327,252	342,228	342,228	342,228	357,889	374,266	391,394	409,305
Insurance Assessment	118,004	107,124	107,124	133,340	134,722	138,733	142,378	145,381
Allocation Credit	7,923	(39,935)	(39,935)	(39,350)	-	-	-	-
Fleet Management Fund	-	75,000	75,000	-	565,000	-	-	-
Revenue Bond Funds	122,998	75,979	75,979	27,997	28,056	27,793	23,425	11,918
Vehicle Maintenance Fees	598,693	634,100	634,100	646,300	679,492	711,621	734,471	772,964
	2,418,284	2,409,077	2,409,077	2,441,579	3,213,025	2,739,020	2,825,435	2,915,835



Wastewater Treatment 2014-2015 Departmental Summary

DEPARTMENTAL DESCRIPTION

Wastewater Treatment is a division of the Water Resources Department. It is comprised of the Coffee Creek Wastewater Treatment Plant and Lift Stations. The overall mission of Water Resources is:

“To meet the water and wastewater needs of Edmond’s customers by providing effective, efficient, and trustworthy water and wastewater services.”

The Wastewater Treatment Division provides operations, maintenance, and monitoring of the Coffee Creek Wastewater Treatment Plant and 9 lift stations. Divisional staff is eight (8) persons. Those positions, and divisional performance measures, are included in the Water Resources Departmental Summary information.

GOALS

1.	Compliance with EPA and ODEQ Regulations, Reporting and Rules
2.	Implementation of the Water and Wastewater Master Plan
3.	Program Development
4.	Work Process Improvement

FUND BUDGET SUMMARY

Wastewater Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Inter-governmental	908,624	-	-	-	-	-	-	-
License and Permits:								
Wastewater Tap Fees	490	691	754	735	793	850	907	965
Capacity Fees	684,148	411,274	629,976	591,486	620,993	632,796	644,599	656,402
Charges for Services	9,256,256	9,463,214	10,595,054	11,427,904	11,686,831	11,951,929	12,222,907	12,499,894
Interest	18,611	90,000	102,534	100,000	100,000	90,000	80,000	70,000
Miscellaneous Revenue	4,604	-	3,450	-	-	-	-	-
Subtotal - Revenues	10,872,733	9,965,179	11,331,768	12,120,125	12,408,617	12,675,575	12,948,413	13,227,261
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	-	-	-	-	-	-	-	-
Unrestricted Prior Year Reserves	13,558,979	14,151,888	14,151,888	13,128,563	9,432,421	10,781,971	17,338,196	23,960,250
TOTAL ESTIMATED RESOURCES	24,431,712	24,117,067	25,483,656	25,248,688	21,841,038	23,457,546	30,286,609	37,187,511

ESTIMATED USES

DIRECT COSTS BY FUNCTION:								
Personal Services	467,005	475,531	504,379	602,635	635,010	652,470	670,135	688,592
Materials & Supplies	508,616	644,286	534,361	512,801	527,399	540,966	553,640	555,536
Other Services & Charges	1,188,673	1,634,040	1,601,094	1,732,061	1,634,263	1,676,915	1,802,340	1,746,387
Capital Outlay	4,941,911	7,910,290	6,953,240	10,110,000	5,100,000	100,000	100,000	100,000
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	7,106,205	10,664,147	9,593,074	12,957,497	7,896,672	2,970,351	3,126,115	3,090,515
TRANSFERS:								
Transfers In	-	-	-	-	-	-	-	-
Transfers Out (See detail below)	(3,173,619)	(2,771,146)	(2,762,019)	(2,858,770)	(3,162,395)	(3,148,999)	(3,200,243)	(3,221,028)
NET TRANSFERS IN (OUT)	(3,173,619)	(2,771,146)	(2,762,019)	(2,858,770)	(3,162,395)	(3,148,999)	(3,200,243)	(3,221,028)
OTHER USES:								
Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Reserve for Capital Improvements	-	-	-	-	-	-	-	-
Reserve for Other Restricted Purposes	-	-	-	-	-	-	-	-
Unassigned (Res for Emergencies & Shortfalls*)	14,151,888	10,681,774	13,128,563	9,432,421	10,781,971	17,338,196	23,960,250	30,875,968
TOTAL OTHER USES	14,151,888	10,681,774	13,128,563	9,432,421	10,781,971	17,338,196	23,960,250	30,875,968
TOTAL ESTIMATED USES	24,431,712	24,117,067	25,483,656	25,248,688	21,841,038	23,457,546	30,286,609	37,187,511

*** LEVEL OF EMERGENCY RESERVES:**

Percentage of Total Revenue	130%	107%	116%	78%	87%	137%	185%	233%
Number of Days of Revenue	475	391	423	284	317	499	675	852
Percentage of Total Expenses	138%	80%	106%	60%	97%	283%	379%	489%
Number of Days of Expenses	502	290	388	218	356	1,034	1,382	1,786

DETAIL OF TRANSFERS OUT:

Administrative Support	870,490	817,739	817,739	749,457	753,380	763,952	780,547	792,606
Allocation Credit	(94,458)	(80,069)	(80,069)	(49,820)	-	-	-	-
Field Services Fund	1,924,912	1,979,454	1,979,454	2,080,490	2,221,372	2,183,050	2,212,517	2,245,353
Allocation Credit	(115,771)	(447,023)	(447,023)	(80,380)	-	-	-	-
Fleet Lease Assessment Fee	12,388	12,721	12,721	22,264	22,894	23,543	24,212	24,901
Fleet Management Fund	-	85,000	85,000	-	-	-	-	-
General Fund	155,211	137,854	137,854	39,620	62,346	75,939	80,467	95,979
Insurance Assessment	11,745	14,992	14,992	13,387	13,508	14,009	14,471	14,855
Allocation Credit	801	(4,701)	(4,701)	(4,340)	-	-	-	-
Revenue Bond Funds	403,385	238,052	238,052	70,451	70,725	69,791	68,753	28,058
Vehicle Maintenance Fees	4,916	17,127	8,000	17,641	18,170	18,715	19,276	19,276
	3,173,619	2,771,146	2,762,019	2,858,770	3,162,395	3,148,999	3,200,243	3,221,028



Arcadia Lake
2014-2015
Departmental Summary

DEPARTMENTAL DESCRIPTION

Arcadia Lake provides quality outdoor recreational experiences such as, camping, boating, swimming, hiking/biking, fishing, hunting and picnicking to the community.

1.	Search for New Revenue Sources
2.	Improve Internal Operations to Best Meet Customer Needs
3.	Provide Quality Maintenance Services
4.	Identify Capital Improvements and schedule appropriately.
5.	Engage in Partnerships to Benefit Arcadia Lake services.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
6-4-23	6-5-23	6-5-23	6-5-23	6-5-27	6-5-27

FUND BUDGET SUMMARY

Arcadia Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Inter-governmental	-	-	-	-	-	-	-	-
Charges for Services	801,606	877,563	946,418	913,768	942,982	973,153	1,003,325	1,035,139
Interest	611	2,200	2,496	2,000	2,000	2,000	2,000	2,000
Miscellaneous Revenue	47,938	49,261	45,319	48,590	50,125	51,661	53,195	54,731
Subtotal - Revenues	850,155	929,024	994,233	964,358	995,107	1,026,814	1,058,520	1,091,870
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	-	-	-	-	-	-	-	-
Unrestricted Prior Year Reserves	315,717	255,405	255,405	291,692	256,279	210,326	183,960	180,769
TOTAL ESTIMATED RESOURCES	1,165,872	1,184,429	1,249,638	1,256,050	1,251,386	1,237,140	1,242,480	1,272,639

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Personal Services	495,228	513,580	511,285	543,810	560,606	569,041	577,570	586,767
Materials & Supplies	87,358	93,185	92,468	92,285	92,285	95,185	92,985	94,360
Other Services & Charges	150,365	163,083	169,691	175,883	175,883	175,883	175,883	175,883
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	732,951	769,848	773,444	811,978	828,774	840,109	846,438	857,010

TRANSFERS:

Transfers In-General Fund	474,616	494,837	494,837	495,121	493,954	494,210	236,654	245,789
Transfers In-Park Tax Fund	-	-	-	-	-	-	-	-
Transfers Out (See detail below)	(652,133)	(679,339)	(679,339)	(682,914)	(706,240)	(707,281)	(451,927)	(463,330)
NET TRANSFERS IN (OUT)	(177,516)	(184,502)	(184,502)	(187,793)	(212,286)	(213,071)	(215,273)	(217,541)

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Reserve for Capital Improvements	-	-	-	-	-	-	-	-
Reserve for Other Restricted Purposes	-	-	-	-	-	-	-	-
Unassigned (Res for Emergencies & Shortfalls*)	255,405	230,079	291,692	256,279	210,326	183,960	180,769	198,088
TOTAL OTHER USES	255,405	230,079	291,692	256,279	210,326	183,960	180,769	198,088

TOTAL ESTIMATED USES	1,165,872	1,184,429	1,249,638	1,256,050	1,251,386	1,237,140	1,242,480	1,272,639
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* LEVEL OF EMERGENCY RESERVES:

Percentage of Total Revenue	19%	16%	20%	18%	14%	12%	14%	15%
Number of Days of Revenue	70	59	71	64	52	44	51	54
Percentage of Total Expenses	18%	16%	20%	17%	14%	12%	14%	15%
Number of Days of Expenses	67	58	73	63	50	43	51	55

DETAIL OF TRANSFERS OUT:

Administrative Support	145,361	168,371	168,371	166,967	163,753	163,213	164,131	165,205
Allocation Credit	(18,491)	(26,698)	(26,698)	(20,839)	-	-	-	-
Fleet Lease Assessment Fee	19,167	19,742	19,742	20,706	21,327	21,967	22,626	23,305
Insurance Assessment	20,843	20,303	20,303	14,964	15,206	15,891	16,516	17,031
Allocation Credit	1,322	(9,216)	(9,216)	(6,005)	-	-	-	-
Revenue Bond Funds	474,616	494,837	494,837	495,121	493,954	494,210	236,654	245,789
Vehicle Maintenance Fees	9,314	12,000	12,000	12,000	12,000	12,000	12,000	12,000
	652,133	679,339	679,339	682,914	706,240	707,281	451,927	463,330



**Drainage Utility
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

Drainage Utility is one of the three divisions comprising the Engineering Department. It is funded by the stormwater drainage system service charge that is collected through the utility billing system. Drainage Utility focuses on all aspects of stormwater drainage including stormwater planning, floodplain management, and environmental protection of Edmond’s waterways.

1.	Work towards making the public aware of the benefits as well as the hazards of floodplains using public outreach activities.
2.	Work towards making the public aware of what it can do to help improve the quality of stormwater runoff using public outreach activities.
3.	Improve the quality of Edmond’s waterways through an Illicit Discharge Detection and Elimination (IDDE) Program to curtail pollution.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
5 - 0 - 0	5 - 0 - 0	5 - 0 - 0	5 - 0 - 0	5 - 0 - 0	5 - 0 - 0

FUND BUDGET SUMMARY

Drainage Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Inter-governmental	-	2,416,597	1,268,650	1,147,947	-	-	-	-
Licenses & Permits	-	-	-	-	-	-	-	-
Charges for Services	1,686,081	1,669,735	1,699,193	1,696,557	1,707,185	1,727,864	1,733,432	1,739,001
Interest	10,231	35,000	51,247	40,000	40,000	40,000	40,000	40,000
Miscellaneous Revenue	4,263	-	-	-	-	-	-	-
Subtotal - Revenues	1,700,575	4,121,332	3,019,090	2,884,504	1,747,185	1,767,864	1,773,432	1,779,001
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	-	-	-	-	-	-	-	-
Unrestricted Prior Year Reserves	5,600,557	6,346,307	6,346,307	5,136,203	5,699,482	5,590,738	5,558,512	5,935,020
TOTAL ESTIMATED RESOURCES	7,301,132	10,467,639	9,365,397	8,020,707	7,446,667	7,358,602	7,331,944	7,714,021
ESTIMATED USES								
DIRECT COSTS BY FUNCTION:								
Personal Services	354,707	348,652	355,911	374,405	388,483	393,627	398,522	403,865
Materials & Supplies	9,017	13,670	8,549	14,035	13,435	15,135	15,985	13,435
Other Services & Charges	59,083	236,470	196,985	177,676	177,926	178,176	178,426	178,676
Capital Outlay	133,557	4,880,604	3,294,465	1,351,800	833,417	769,000	350,000	1,890,000
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	556,364	5,479,396	3,855,910	1,917,916	1,413,261	1,355,938	942,933	2,485,976
TRANSFERS:								
Transfers In	-	-	-	-	-	-	-	-
Transfers Out (See detail below)	(398,461)	(373,284)	(373,284)	(403,309)	(442,668)	(444,152)	(453,991)	(457,497)
NET TRANSFERS IN (OUT)	(398,461)	(373,284)	(373,284)	(403,309)	(442,668)	(444,152)	(453,991)	(457,497)
OTHER USES:								
Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Reserve for Capital Improvements	-	-	-	-	-	-	-	-
Reserve for Other Restricted Purposes	-	-	-	-	-	-	-	-
Unassigned (Res for Emergencies & Shortfalls*)	6,346,307	4,614,959	5,136,203	5,699,482	5,590,738	5,558,512	5,935,020	4,770,548
TOTAL OTHER USES	6,346,307	4,614,959	5,136,203	5,699,482	5,590,738	5,558,512	5,935,020	4,770,548
TOTAL ESTIMATED USES	7,301,132	10,467,639	9,365,397	8,020,707	7,446,667	7,358,602	7,331,944	7,714,021
* LEVEL OF EMERGENCY RESERVES:								
Percentage of Total Revenue	373%	112%	170%	198%	320%	314%	335%	268%
Number of Days of Revenue	1,362	409	621	721	1,168	1,148	1,222	979
Percentage of Total Expenses	665%	79%	121%	246%	301%	309%	425%	162%
Number of Days of Expenses	2,426	288	443	896	1,100	1,127	1,551	592
DETAIL OF TRANSFERS OUT:								
Administrative Support	456,570	411,688	411,688	431,373	433,231	434,467	444,068	447,355
Allocation Credit	(64,679)	(45,371)	(45,371)	(36,524)	-	-	-	-
Fleet Lease Assessment Fee	2,263	2,331	2,331	3,601	3,710	3,821	3,936	4,054
Insurance Assessment	2,870	2,706	2,706	2,756	2,833	2,970	3,093	3,194
Allocation Credit	185	(964)	(964)	(791)	-	-	-	-
Vehicle Maintenance Fees	1,252	2,894	2,894	2,894	2,894	2,894	2,894	2,894
	398,461	373,284	373,284	403,309	442,668	444,152	453,991	457,497



**EPWA Sewer Impact Fund
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The EPWA Sewer Impact Fund is used to account for impact fees collected on new developments in accordance with ordinance #2077. This ordinance, which was repealed in July 2002, established a fee of \$100 per toilet to be used for the sole purpose of acquiring, equipping, and/or making capital improvements to the City's sewer facilities. The funds may also be used for debt service under certain conditions.

FUND BUDGET SUMMARY

PWA Sewer Impact Fund FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Inter-governmental	-	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-	-
Interest	4,108	15,000	20,000	20,000	20,000	20,000	20,000	2,000
Miscellaneous Revenue	-	-	-	-	-	-	-	-
Subtotal - Revenues	4,108	15,000	20,000	20,000	20,000	20,000	20,000	2,000
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	2,606,350	2,610,102	2,610,102	2,629,652	1,649,202	1,668,752	1,688,302	1,707,852
Unrestricted Prior Year Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	2,610,458	2,625,102	2,630,102	2,649,652	1,669,202	1,688,752	1,708,302	1,709,852

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Personal Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Other Services & Charges	356	100	450	1,000,450	450	450	450	450
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	356	100	450	1,000,450	450	450	450	450

TRANSFERS:

Transfers In	-	-	-	-	-	-	-	-
Transfers Out (See detail below)	-	-	-	-	-	-	-	-
NET TRANSFERS IN (OUT)	-	-	-	-	-	-	-	-

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Reserve for Capital Improvements	-	-	-	-	-	-	-	-
Reserve for Other Restricted Purposes	2,610,102	2,625,002	2,629,652	1,649,202	1,668,752	1,688,302	1,707,852	1,709,402
Unassigned (Res for Emergencies & Shortfalls*)	-	-	-	-	-	-	-	-
TOTAL OTHER USES	2,610,102	2,625,002	2,629,652	1,649,202	1,668,752	1,688,302	1,707,852	1,709,402

TOTAL ESTIMATED USES	2,610,458	2,625,102	2,630,102	2,649,652	1,669,202	1,688,752	1,708,302	1,709,852
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** Funds to be used to add additional Wastewater Plant.



**EPWA Revenue Bond Funds
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The EPWA Revenue Bond Funds are utilized to account for the construction costs and improvement costs related to utility system capital improvements funded by the sale of Public Works Authority revenue bonds. In addition, the Bond Funds account for payment of principal and interest due each year on the outstanding balance of revenue bonds. At present, the Authority has three (3) revenue bond issues outstanding with total indebtedness equaling \$42,400,000.

Revenue Bond Issues

	Issue	Issue Amount	Principal Bal. 6/30/2013	Final Maturity
1.	2003 A & B Utility System Refunding Revenue Bonds	8,735,000	2,145,000	1/01/2024
2.	2004 Utility System Revenue Bonds	14,700,000	10,240,000	7/01/2024
3.	2005 Utility System Refunding Revenue Bonds	40,435,000	30,015,000	7/01/2024

FUND BUDGET SUMMARY

Revenue Bonds Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Inter-governmental	-	-	-	-	-	-	-	-
Charges for Services	-	-	-	-	-	-	-	-
Interest	368,519	250,000	488,426	375,000	300,000	300,000	300,000	300,000
Miscellaneous Revenue	-	-	-	-	-	-	-	-
Subtotal - Revenues	368,519	250,000	488,426	375,000	300,000	300,000	300,000	300,000
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	10,072,337	10,374,960	10,374,960	10,514,638	9,941,328	10,287,776	10,646,851	8,744,799
Unrestricted Prior Year Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	10,440,856	10,624,960	10,863,386	10,889,638	10,241,328	10,587,776	10,946,851	9,044,799

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Personal Services	-	-	-	-	-	-	-	-
Materials & Supplies	-	-	-	-	-	-	-	-
Other Services & Charges	10,125	10,125	9,125	12,000	12,000	12,000	12,000	12,000
Capital Outlay	-	-	33,643	1,000,000	-	-	-	-
Debt Service:								
Principal Retirement	4,225,000	4,435,000	4,435,000	3,926,718	4,110,152	4,295,695	4,503,607	2,468,367
Bond Interest Expense	2,041,623	1,904,733	1,904,713	1,651,867	1,469,190	1,268,984	1,059,356	889,901
Debt Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	6,276,748	6,349,858	6,382,481	6,590,585	5,591,342	5,576,679	5,574,963	3,370,268

TRANSFERS:

Transfers In	6,210,852	6,033,733	6,033,733	5,642,275	5,637,790	5,635,754	3,372,911	3,361,211
Transfers Out (See detail below)	-	-	-	-	-	-	-	-
NET TRANSFERS IN (OUT)	6,210,852	6,033,733	6,033,733	5,642,275	5,637,790	5,635,754	3,372,911	3,361,211

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Reserve for Capital Improvements	-	-	-	-	-	-	-	-
Reserve for Other Restricted Purposes	10,374,960	10,308,835	10,514,638	9,941,328	10,287,776	10,646,851	8,744,799	9,035,742
Unassigned (Res for Emergencies & Shortfalls*)	-	-	-	-	-	-	-	-
TOTAL OTHER USES	10,374,960	10,308,835	10,514,638	9,941,328	10,287,776	10,646,851	8,744,799	9,035,742
TOTAL ESTIMATED USES	10,440,856	10,624,960	10,863,386	10,889,638	10,241,328	10,587,776	10,946,851	9,044,799

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**KickingBird Golf Club
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

KickingBird Golf Club opened in May of 1971 making it the City of Edmond’s oldest golf facility and only municipal golf course. KickingBird has an 18-hole championship golf course, lighted driving range, full service pro shop and a restaurant that serves breakfast and lunch. Our mission is “To provide patrons with a well-manicured golf course, excellent customer service, high quality amenities and a valuable golfing experience.” We realize that our business is relational and we must provide exceptional customer service both externally and internally. Our strategic plan has been developed around our mission and if executed properly should allow us to be successful in a very competitive market place.

GOALS

1.	Generate enough revenue to cover operational expenses
2.	Improve golf course condition and enhance landscaping
3.	Upgrade the physical assets of our facility
4.	Deliver exceptional external and internal customer service
5.	Develop a customer loyalty program

PERFORMANCE MEASURES

	Measure	FY 12-13	FY 13-14	FY 14-15
1.	Number of Paid Rounds Played	41,252	40,604	42,000
2.	Average Dollar per paid player	\$47.62	\$49.34	\$50.54

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
9-16-21	12-16-21	12-16-21	12-16-21	12-16-21	12-16-21

FUND BUDGET SUMMARY

Golf Course Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Inter-governmental	-	-	-	-	-	-	-	-
Charges for Services	1,910,826	2,005,600	1,982,700	2,112,700	2,183,700	2,183,700	2,183,700	2,255,700
Interest	763	3,500	4,900	3,500	3,500	3,500	3,500	3,500
Miscellaneous Revenue	101,231	36,776	44,074	40,184	40,184	40,184	40,184	40,184
Subtotal - Revenues	2,012,820	2,045,876	2,031,674	2,156,384	2,227,384	2,227,384	2,227,384	2,299,384
OTHER RESOURCES:								
Capital Lease Proceeds	-	-	-	-	-	-	-	-
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	411,368	549,789	549,789	628,400	571,024	1,301	1,301	1,301
Unrestricted Prior Year Reserves	2,424,188	2,595,665	2,581,463	2,786,085	2,728,709	2,674,318	2,565,752	2,653,020
TOTAL ESTIMATED RESOURCES								

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Personal Services	887,568	982,758	948,586	1,043,384	1,081,972	1,103,306	1,123,690	1,143,779
Materials & Supplies	445,460	480,175	496,146	500,925	495,575	529,275	468,650	468,650
Other Services & Charges	171,502	196,675	192,089	186,075	182,075	182,075	182,075	182,075
Capital Outlay	70,868	27,900	27,882	58,000	57,000	57,000	51,000	57,000
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	1,575,399	1,687,508	1,664,703	1,788,384	1,816,622	1,871,656	1,825,415	1,851,504

TRANSFERS:

Transfers In	100,000	100,000	100,000	-	-	-	-	-
Transfers Out (See detail below)	(399,001)	(388,360)	(388,360)	(426,677)	(466,454)	(465,595)	(388,002)	(387,919)
NET TRANSFERS IN (OUT)	(299,001)	(288,360)	(288,360)	(426,677)	(466,454)	(465,595)	(388,002)	(387,919)

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Reserve for Capital Improvements	-	-	-	-	-	-	-	-
Reserve for Other Restricted Purposes	1,656	2,030	1,301	1,301	1,301	1,301	1,301	1,301
Unassigned (Res for Emergencies & Shortfalls*)	548,133	617,767	627,099	569,723	444,332	335,766	351,034	412,296
TOTAL OTHER USES	549,789	619,797	628,400	571,024	445,633	337,067	352,335	413,597
TOTAL ESTIMATED USES	2,424,188	2,595,665	2,581,463	2,786,085	2,728,709	2,674,318	2,565,752	2,653,020

* LEVEL OF EMERGENCY RESERVES:

Percentage of Total Revenue	26%	29%	29%	26%	21%	15%	16%	18%
Number of Days of Revenue	95	105	107	96	75	55	58	65

DETAIL OF TRANSFERS OUT:

Fleet Lease Assessment Fee	33,477	34,481	34,481	35,722	36,794	37,898	39,035	40,206
Revenue Bond Funds	152,094	158,574	158,574	158,665	158,291	158,373	75,837	78,765
Administrative Support	220,630	220,570	220,570	254,805	253,905	251,215	254,465	249,830
Insurance Assessment	(30,320)	(37,165)	(37,165)	(34,920)	-	-	-	-
Allocation Credit	21,243	16,135	16,135	15,889	16,164	16,809	17,365	17,818
Allocation Credit	1,384	(5,535)	(5,535)	(4,784)	-	-	-	-
Vehicle Maintenance Fees	493	1,300	1,300	1,300	1,300	1,300	1,300	1,300
	399,001	388,360	388,360	426,677	466,454	465,595	388,002	387,919



**YourGovShop
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

YourGovShop’s mission is to aggregate material purchase for member cities to obtain discounted pricing. Our plan is to generate sufficient revenues through supplier rebates to cover its operational costs and generate a profit. Financial activity and results of operations will be monitored separately. Profits generated (if any) from the plan will be used to offset the expenses of the City’s Purchasing department or to expand this joint purchasing program into other areas.

1.	Generate sufficient revenue to cover cost of operations.
2.	Increase awareness and participation in the program through marketing
3.	Expand our customer base annually.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
.3	.3	.3	.3	.3	.3

**The remaining .7 of the YourGovShop employee is accounted for in the Finance staffing levels as the Purchasing Manager.*

FUND BUDGET SUMMARY

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Inter-governmental	-	-	-	-	-	-	-	-
Charges for Services	66,642	50,000	46,000	50,000	50,000	50,000	50,000	50,000
Interest	153	750	2,000	1,500	1,500	1,500	1,500	1,500
Miscellaneous Revenue	-	-	-	-	-	-	-	-
Subtotal - Revenues	66,796	50,750	48,000	51,500	51,500	51,500	51,500	51,500
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	-	-	-	-	-	-	-	-
Unrestricted Prior Year Reserves	174,068	193,703	193,703	189,491	190,177	188,923	187,065	184,288
TOTAL ESTIMATED RESOURCES	240,864	244,453	241,703	240,991	241,677	240,423	238,565	235,788

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Personal Services	28,303	29,729	30,177	29,912	31,408	32,198	32,928	33,098
Materials & Supplies	28	2,300	1,125	1,400	1,400	1,400	1,700	1,400
Other Services & Charges	30,263	34,950	34,200	34,950	34,950	34,950	35,100	35,100
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	58,595	66,979	65,502	66,262	67,758	68,548	69,728	69,598

TRANSFERS:

Transfers In	15,684	17,965	17,965	17,754	18,164	18,375	18,692	18,657
Transfers Out (See detail below)	(4,250)	(4,675)	(4,675)	(2,306)	(3,160)	(3,185)	(3,241)	(3,276)
NET TRANSFERS IN (OUT)	11,434	13,290	13,290	15,448	15,004	15,190	15,451	15,381

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Reserve for Capital Improvements	-	-	-	-	-	-	-	-
Reserve for Other Restricted Purposes	-	-	-	-	-	-	-	-
Unassigned (Res for Emergencies & Shortfalls*)	193,703	190,764	189,491	190,177	188,923	187,065	184,288	181,571
TOTAL OTHER USES	193,703	190,764	189,491	190,177	188,923	187,065	184,288	181,571
TOTAL ESTIMATED USES	240,864	244,453	241,703	240,991	241,677	240,423	238,565	235,788

* LEVEL OF EMERGENCY RESERVES:

Percentage of Total Revenue	235%	278%	287%	275%	271%	268%	263%	259%
Number of Days of Revenue	857	1,013	1,048	1,002	990	977	958	945

DETAIL OF TRANSFERS OUT:

Administrative Support	4,773	4,680	4,680	3,370	3,160	3,185	3,241	3,276
Insurance Assessment	(523)	(5)	(5)	(1,064)	-	-	-	-
Allocation Credit	-	-	-	-	-	-	-	-
Allocation Credit	-	-	-	-	-	-	-	-
TOTAL	4,250	4,675	4,675	2,306	3,160	3,185	3,241	3,276



**Public Transportation - Citylink
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The mission of Edmond’s public transportation service, Citylink, is to provide quality, reliable, affordable, customer-friendly transportation service to the residents of Edmond for access to employment, shopping, medical, education and social destinations.

Citylink is operated by McDonald Transit and Associates through a 5-year agreement with the Edmond Public Works Authority. Citylink utilizes 11 transit buses to operate 4 local fixed routes and a door-to-door paratransit service, Monday through Saturday. It also provides 12 daily round trips between Edmond and Oklahoma City, Monday through Friday. All Citylink services are fare-free, including Expresslink and paratransit. All Citylink buses are equipped with bike racks and 2 wheel-chair tie-down and lifts.

Since Citylink started in July 2009, ridership has increased 269%, compared to the previous service.

GOALS

1.	Create a 3 to 5-Year Citylink Operations and Financial Plan.
2.	Continue marketing and communications with citizens, EPTC, UCO and private-partners.
3.	Continue to seek funding for operations, capital needs and the Edmond Multimodal Transit Center.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
1-0-0	1-0-0	1-0-0	1-0-0	1-0-0	1-0-0

FUND BUDGET SUMMARY

DEPARTMENT BUDGET MOVED TO CITYLINK ENTERPRISE FUND ADOPTED JANUARY 2014

CITYLINK	GF Dept Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Intra-governmental	-	120,000	189,755	260,770	260,770	260,770	260,770	260,770
Charges for Services	-	200,000	200,437	200,000	200,000	200,000	200,000	200,000
Interest	-	-	-	-	-	-	-	-
Miscellaneous Revenue	-	-	-	-	-	-	-	-
Subtotal - Revenues	-	320,000	390,192	460,770	460,770	460,770	460,770	460,770
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	-	-	-	52,403	-	-	-	-
Unrestricted Prior Year Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	-	320,000	390,192	513,173	460,770	460,770	460,770	460,770

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Personal Services	-	69,191	58,837	61,134	64,467	66,295	68,663	70,698
Materials & Supplies	-	150,700	120,000	145,700	140,700	135,700	130,700	130,700
Other Services & Charges	-	1,203,340	1,174,560	960,555	999,506	1,039,462	1,080,693	1,124,384
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	-	1,423,231	1,353,397	1,167,389	1,204,673	1,241,457	1,280,056	1,325,782

TRANSFERS:

Transfers In	-	1,403,000	1,290,000	1,000,000	1,091,016	1,130,000	1,172,000	1,220,000
Transfers Out (See detail below)	-	(299,392)	(274,392)	(289,304)	(296,842)	(301,702)	(301,702)	(304,141)
NET TRANSFERS IN (OUT)	-	1,103,608	1,015,608	710,696	794,174	830,780	870,298	915,859

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Reserve for Other Restricted Purposes	-	-	-	-	-	-	-	-
Unassigned (Res for Emergencies & Shortfalls)	-	377	52,403	56,480	50,271	50,093	51,012	50,847
TOTAL OTHER USES	-	377	52,403	56,480	50,271	50,093	51,012	50,847

TOTAL ESTIMATED USES

	-	320,000	390,192	513,173	460,770	460,770	460,770	460,770
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*** LEVEL OF EMERGENCY RESERVES:**

Percentage of Total Revenue
Number of Days of Revenue

DETAIL OF TRANSFERS:

Administrative Support	-	40,447	40,447	26,390	26,642	26,906	27,212	27,414
Insurance Assessment	-	(6,831)	(6,831)	(5,120)	-	-	-	-
EECBG Transfer	-	-	-	406	418	439	459	475
Fleet Lease Assessment Fees	-	65,776	65,776	67,749	69,782	71,875	74,031	76,252
Vehicle Maintenance Charges	-	200,000	175,000	200,000	200,000	200,000	200,000	200,000
TOTAL	-	299,392	274,392	289,304	296,842	299,220	301,702	304,141

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THE CITY OF EDMOND, OKLAHOMA

FUND DESCRIPTION

-INTERNAL SERVICE FUNDS-

LIABILITY/TORT CLAIM FUND

The Liability/Tort Claim Fund has been established to account for direct and indirect costs for the payment of judgments and settled claims relating to torts and Workers' Compensation. Financing is provided through billings to user departments.

EMPLOYEE GROUP INSURANCE FUND

The Employee Group Insurance Fund has been established to account for the direct and indirect costs of administering a self-funded and fully insured group health insurance plan. Financing is provided by the General Fund, Public Safety Tax Funds, Edmond Public Works Authority, City employees, and interest earnings on fund investments. Costs associated with the plan include the payment of employee, dependent and retiree health, dental and vision claims, third party administrative costs, re-insurance (specific and aggregate), and insurance premium payments for catastrophic claims, COBRA administration, fully insured life, accidental death and dismemberment, long term disability insurance and Wellness Program expenses .

VEHICLE MAINTENANCE FUND

The Vehicle Maintenance Fund has been established to account for expenditures necessary to maintain City vehicles. Financing is provided through billings to user departments.

THE CITY OF EDMOND, OKLAHOMA

FUND DESCRIPTION

-INTERNAL SERVICE FUNDS-

ADMINISTRATIVE SUPPORT SERVICES FUND

The Administrative Support Services Fund has been established to allocate administrative overhead costs to user departments of the City. Financing is provided through billings to user departments based upon applicable cost accounting methods.

FLEET MANAGEMENT FUND

The Fleet Management Fund has been established to accumulate resources for the replacement of vehicles and other equipment on a systematic basis. Financing is provided by fleet lease assessments from those funds that purchase City vehicles and equipment through the Fleet fund.

FIELD SERVICES FUND

The Field Services Fund has been established to provide street maintenance, water/wastewater line maintenance and traffic control systems maintenance. By combining this workforce, it allows the employees to develop diverse skill sets. Financing is provided by the General Fund, Water and Wastewater Fund based upon applicable cost accounting methods.



**Risk Management Services
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Risk Management Department has and will continue to help prevent losses for the City. If a loss does occur, Risk Management will continue to look for ways to minimize the costs. We continue to focus on the four main areas of greatest expenses for the City: workers compensation, property and subrogation, torts, and insurance. Our listed goals explain our plan of action, which provide the means to track and monitor throughout the given time frame.

1.	Lowering Cost/Claims of Property Damage.
2.	Lowering Cost/Claims of Worker's Comp.
3.	Lowering Cost/Claims of Tort Claims.
4.	Obtain Quality Insurance Coverage at Competitive Pricing.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
3-0-0	3-0-0	3-0-0	3-0-0	3-0-0	3-0-0

FUND BUDGET SUMMARY

Liability/Tort Claims Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Interest	5,844	20,000	33,490	25,000	25,000	25,000	25,000	25,000
Charges for Services	347	-	-	-	-	-	-	-
Miscellaneous Revenue	288,889	100,000	175,989	125,000	150,000	150,000	150,000	150,000
Subtotal - Revenues	295,081	120,000	209,479	150,000	175,000	175,000	175,000	175,000
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	3,464,881	4,299,540	4,299,540	3,617,459	2,812,248	2,753,940	2,696,048	2,637,327
Unrestricted Prior Year Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	3,759,962	4,419,540	4,508,998	3,767,459	2,987,248	2,928,940	2,871,048	2,812,327

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Personal Services	220,169	253,167	251,532	264,490	256,150	260,989	266,323	271,460
Materials & Supplies	24,829	14,481	9,426	13,125	12,400	13,125	13,100	14,600
Other Services & Charges:								
Workers Compensation Claims	669,902	1,069,000	1,069,000	957,000	985,710	1,015,281	1,045,740	1,077,112
Tort Claims	85,169	200,000	165,000	225,000	225,000	225,000	225,000	225,000
Vehicle and Other Property Claims	127,881	165,000	112,245	165,000	165,000	165,000	165,000	165,000
Insurance Premiums	649,686	675,000	673,076	781,145	804,579	828,717	853,578	870,650
Other Charges	79,832	126,130	110,515	127,570	132,096	141,638	143,364	139,536
TOTAL ESTIMATED COSTS	1,857,467	2,502,778	2,390,794	2,533,330	2,580,935	2,649,750	2,712,105	2,763,358

TRANSFERS:

Transfers In	2,453,685	1,553,855	1,553,855	1,635,500	2,411,275	2,480,166	2,542,580	2,593,888
Transfers Out (See detail below)	(56,640)	(54,600)	(54,600)	(57,381)	(63,648)	(63,308)	(64,196)	(63,444)
NET TRANSFERS IN (OUT)	2,397,045	1,499,255	1,499,255	1,578,119	2,347,627	2,416,858	2,478,384	2,530,444

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Reserve for Capital Improvements	-	-	-	-	-	-	-	-
Reserve for Other Restricted Purposes	4,299,540	3,416,017	3,617,459	2,812,248	2,753,940	2,696,048	2,637,327	2,579,413
Unassigned (Res for Emergencies & Shortfalls*)	-	-	-	-	-	-	-	-
TOTAL OTHER USES	4,299,540	3,416,017	3,617,459	2,812,248	2,753,940	2,696,048	2,637,327	2,579,413

TOTAL ESTIMATED USES

TOTAL ESTIMATED USES	3,759,962	4,419,540	4,508,998	3,767,459	2,987,248	2,928,940	2,871,048	2,812,327
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DETAIL OF TRANSFERS OUT:

Administrative Support	63,100	60,479	60,479	63,807	60,709	60,239	61,001	60,135
Allocation Credit	(10,681)	(9,755)	(9,755)	(8,596)	-	-	-	-
Fleet Lease Assessment Fee	1,581	1,628	1,628	1,677	1,728	1,779	1,833	1,888
Insurance Assessment	1,694	1,626	1,626	(433)	(389)	(310)	(238)	(179)
Allocation Credit	109	(578)	(578)	(474)	-	-	-	-
Vehicle Maintenance Fees	837	1,200	1,200	1,400	1,600	1,600	1,600	1,600
	56,640	54,600	54,600	57,381	63,648	63,308	64,196	63,444



**HR/Training/Employee Group Insurance
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Human Resources Department is comprised of three divisions: Human Resources Administration, Training, and Benefits. We are dedicated to providing quality HR services to attract, develop, motivate and retain a productive and diverse workforce within a supportive work environment by:

- Providing friendly trustworthy service to all internal and external customers;
- Attracting and hiring through comprehensive Human Resources selection and planning;
- Retaining qualified employees through training and recognition programs;
- Providing sustainable benefit products and services responsive to and valued by employees.

GOALS

1.	Promote a high quality workforce and collaborative relationships between management and employees.
2.	Develop and provide citywide training and recognition programs to enhance personal and professional growth.
3.	Provide a competitive benefits package that enhances recruitment and retention through prudent management of resources.
4.	Provide a comprehensive wellness program to assist and promote employee well being.
5.	Review processes, making changes as needed, to improve efficiency and/or greater customer service.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
5-0-0	5-0-0	5-0-0	5-0-0	5-0-0	5-0-0

FUND BUDGET SUMMARY

Employee Group Insurance Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Interest	8,826	25,000	51,329	40,000	40,000	40,000	40,000	40,000
Charges for Services	9,172,159	9,500,000	9,506,007	9,522,985	9,599,744	9,676,502	9,714,882	9,830,020
Miscellaneous Revenue	-	-	-	-	-	-	-	-
Subtotal - Revenues	9,180,985	9,525,000	9,557,336	9,562,985	9,639,744	9,716,502	9,754,882	9,870,020
OTHER RESOURCES:								
Debit/Loss Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	5,245,495	6,183,225	6,183,225	6,493,919	5,905,405	5,109,946	3,921,569	2,381,764
Unrestricted Prior Year Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	14,426,480	15,708,225	15,740,561	16,056,904	15,545,149	14,826,448	13,676,451	12,251,784

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Personal Services	-	-	-	-	-	-	-	-
Materials & Supplies	554	1,400	1,000	1,500	1,500	1,500	1,500	1,500
Other Services & Charges:								
Claims	7,235,319	7,800,000	7,707,086	8,200,000	8,400,000	8,820,000	9,172,800	9,447,984
Insurance Premiums	512,712	630,000	600,000	600,000	620,000	640,000	660,000	680,000
Health Clinic	-	800,000	250,000	600,000	650,000	700,000	750,000	800,000
Other Charges	474,117	615,775	662,750	725,015	711,488	707,206	674,116	695,669
Wellness Program	15,684	30,000	20,000	20,000	30,000	30,000	30,000	30,000
TOTAL ESTIMATED COSTS	8,238,386	9,877,175	9,240,836	10,146,515	10,412,988	10,898,706	11,288,416	11,655,153

TRANSFERS:

Transfers In	-	-	-	-	-	-	-	-
Transfers Out (See detail below)	(4,869)	(5,806)	(5,806)	(4,984)	(22,215)	(6,173)	(6,271)	(6,382)
NET TRANSFERS IN (OUT)	(4,869)	(5,806)	(5,806)	(4,984)	(22,215)	(6,173)	(6,271)	(6,382)

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Reserve for Capital Improvements	-	-	-	-	-	-	-	-
Reserve for Other Restricted Purposes	6,183,225	5,825,244	6,493,919	5,905,405	5,109,946	3,921,569	2,381,764	590,249
Unassigned (Res for Emergencies & Shortfalls*)	-	-	-	-	-	-	-	-
TOTAL OTHER USES	6,183,225	5,825,244	6,493,919	5,905,405	5,109,946	3,921,569	2,381,764	590,249

TOTAL ESTIMATED USES

TOTAL ESTIMATED USES	14,426,480	15,708,225	15,740,561	16,056,904	15,545,149	14,826,448	13,676,451	12,251,784
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DETAIL OF TRANSFERS OUT:

Administrative Support	5,355	6,488	6,488	6,993	6,051	6,173	6,271	6,382
Allocation Credit	(486)	(682)	(682)	(2,009)	-	-	-	-
	4,869	5,806	5,806	4,984	22,215	6,173	6,271	6,382

** GASB Statement 45-Other Post Employment Benefits (OPEB) per the October, 2012 Actuarial Study's assumption of 30% utilization by retirees and 50% utilization by spouses of covered retirees amounts to \$1,253,039 in the 3rd year we have this obligation and anticipated approximately \$2.5 million in NPO (Net OPEB Obligation).



**Vehicle Maintenance
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

Vehicle Maintenance is an ASE Certified Blue Seal Facility. Vehicle maintenance delivers high quality, cost effective best in class trustworthy service to our customers. The department provides repair and preventative maintenance support services for the City’s approximately 480 vehicles and equipment. Employees are responsible for maintaining and repairing vehicles/equipment, ordering and installing parts, tire repair and tire replacement. The department also provides “on call” mechanic available when the shop is not open who provides emergency repair service for any type of vehicle/equipment.

1.	Provide unparalleled customer service to customers.
2.	Maintain the ASE Blue Seal of Excellence program for departmental technicians and facility.
3.	Diagnose, analyze and repair vehicles/equipment and/or outsource for repairs not provided in-house.
4.	Develop an alternate fuel infrastructure to provide Expand use of L.P.G. and C.N.G. for selected owned vehicles.
5.	Promote continuous improvement within the department.
6.	Evaluate all new technologies in an effort to protect the environment.
7.	Examine new technologies and training opportunities to lower departmental costs.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
11.35-0-0	11.35-0-0	11.35-0-0	11.35-0-0	11.35-0-0	11.35-0-0

**.65 Split with Fleet Management Fund*

FUND BUDGET SUMMARY

Vehicle Maintenance Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Interest	166	1,500	2,554	2,000	2,000	2,000	2,000	2,000
Charges for Service	1,410,884	1,483,213	1,274,669	1,367,277	1,445,284	1,452,375	1,459,467	1,466,559
Miscellaneous Revenue	13,103	8,272	15,180	11,936	12,450	12,836	13,222	13,608
Subtotal - Revenues	1,424,153	1,492,985	1,292,403	1,381,213	1,459,734	1,467,211	1,474,689	1,482,167
OTHER RESOURCES:								
Debit/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	315,766	415,758	415,758	316,303	438,411	505,967	492,845	425,722
Unrestricted Prior Year Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	1,739,919	1,908,743	1,708,161	1,697,516	1,898,145	1,973,178	1,967,534	1,907,889

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Personal Services	671,361	763,048	767,415	795,981	833,777	854,134	873,728	892,409
Materials & Supplies	822,967	819,732	819,217	766,358	798,376	864,280	936,879	1,009,888
Fuel & Lube Expense	1,160,505	1,300,000	1,300,000	1,385,000	1,426,550	1,440,816	1,455,224	1,477,052
Other Services & Charges	316,905	321,058	358,381	354,610	370,448	390,047	408,793	430,442
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	2,971,738	3,203,838	3,245,013	3,301,949	3,429,151	3,549,276	3,674,624	3,809,791

TRANSFERS:

Transfers In	1,797,155	2,018,107	1,973,365	2,156,778	2,167,562	2,200,075	2,266,078	2,379,381
Transfers Out (See detail below)	(149,578)	(120,210)	(120,210)	(113,934)	(130,589)	(131,132)	(133,266)	(134,459)
NET TRANSFERS IN (OUT)	1,647,577	1,897,897	1,853,155	2,042,844	2,036,973	2,068,943	2,132,812	2,244,922

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Reserve for Capital Improvements	-	-	-	-	-	-	-	-
Reserve for Other Restricted Purposes	424,718	567,961	299,387	281,664	300,398	311,958	316,201	305,708
Unassigned (Res for Emergencies & Shortfalls*)	(8,960)	34,841	16,916	156,747	205,569	180,888	109,521	37,313
TOTAL OTHER USES	415,758	602,802	316,303	438,411	505,967	492,845	425,722	343,020

TOTAL ESTIMATED USES

TOTAL ESTIMATED USES	1,739,919	1,908,743	1,708,161	1,697,516	1,898,145	1,973,178	1,967,534	1,907,889
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DETAIL OF TRANSFERS OUT:

Administrative Support	157,571	130,916	130,916	116,213	113,911	113,914	115,557	116,347
Insurance Assessment	(23,734)	(22,382)	(22,382)	(13,576)	-	-	-	-
Allocation Credit	14,841	17,517	17,517	16,480	16,678	17,218	17,709	18,112
Allocation Credit	900	(5,841)	(5,841)	(5,183)	-	-	-	-
Vehicle Maintenance Fees	-	-	-	-	-	-	-	-
TOTAL	149,578	120,210	120,210	113,934	130,589	131,132	133,266	134,459



**Administrative Support Services
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Administrative Support Services Fund has been established to allocate administrative overhead costs to user departments of the City. Financing is provided through billings to user departments based upon applicable cost accounting methods.

FUND BUDGET SUMMARY

AdminSuppSvc Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Taxes	-	-	-	-	-	-	-	-
Inter-governmental	-	-	-	-	-	-	-	-
Licenses & Permits	46,350	22,007	57,232	54,116	58,703	63,290	67,877	72,464
Charges for Services	305,581	154,223	130,508	150,046	149,869	150,130	150,507	150,903
Interest	10,215	30,000	35,780	30,000	30,000	30,000	30,000	30,000
Miscellaneous Revenue	119,074	25,000	7,790	11,836	11,836	11,836	11,836	11,836
Subtotal - Revenues	481,220	231,230	231,310	245,998	250,408	255,256	260,220	265,203
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	-	-	-	-	-	-	-	-
Unrestricted Prior Year Reserves	4,123,462	4,213,651	4,213,651	1,780,038	-	-	-	-
TOTAL ESTIMATED RESOURCES	4,604,682	4,444,881	4,444,961	2,026,036	250,408	255,256	260,220	265,203

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

General Government	152,574	306,665	283,409	306,815	306,815	306,815	306,815	306,815
City Treasurer	176,014	232,940	120,790	120,627	124,751	127,712	131,143	135,243
City Manager	1,118,609	1,213,023	1,193,467	1,260,650	1,266,465	1,294,139	1,352,872	1,334,833
Central Communications	2,312,700	2,757,474	2,635,251	2,874,259	2,808,719	2,813,905	2,816,302	2,857,162
Information Technology	3,082,623	4,140,175	4,150,357	4,128,649	4,212,929	4,070,209	4,182,651	4,146,453
Financial Services	842,311	987,265	909,779	1,014,345	975,095	997,349	1,007,423	1,021,425
Human Resources	660,482	728,679	651,489	665,334	687,142	699,598	714,420	730,294
City Clerk/Government Relations	302,329	179,380	187,157	199,919	205,865	208,515	210,433	211,732
Facility Maintenance	903,674	1,215,518	1,157,819	1,290,042	1,315,011	1,309,946	1,323,242	1,312,603
Legal Services	606,004	897,780	919,649	904,095	908,991	912,171	914,683	917,303
Engineering	1,417,987	1,612,760	1,577,935	1,700,151	1,760,747	1,794,593	1,828,427	1,848,320
Marketing	483,893	768,758	714,955	839,002	870,945	854,236	868,211	882,447
Operations Central Warehouse	253,136	264,202	280,390	275,519	279,912	281,797	283,700	287,500
Public Works-Administration	693,201	714,015	747,699	766,192	795,945	814,840	831,423	847,427
Utility Customer Service	2,709,862	3,080,981	3,064,720	3,538,142	3,582,719	3,696,640	3,807,940	3,915,577
TOTAL ESTIMATED COSTS	15,715,399	19,099,615	18,594,866	19,883,741	20,102,051	20,182,465	20,579,685	20,755,134

TRANSFERS:

Transfers In	15,613,752	16,170,799	16,170,799	18,112,240	20,158,711	20,241,541	20,640,369	20,816,431
Transfers Out (See detail below)	(289,384)	(239,356)	(240,856)	(254,535)	(307,068)	(314,332)	(320,904)	(326,500)
NET TRANSFERS IN (OUT)	15,324,368	15,931,443	15,929,943	17,857,705	19,851,643	19,927,209	20,319,465	20,489,931

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Reserve for Capital Improvements	-	-	-	-	-	-	-	-
Reserve for Other Restricted Purposes	4,213,651	1,276,709	1,780,038	-	-	-	-	-
Unassigned (Res for Emergencies & Shortfalls*)	-	-	-	-	-	-	-	-
TOTAL OTHER USES	4,213,651	1,276,709	1,780,038	-	-	-	-	-

TOTAL ESTIMATED USES	4,604,682	4,444,881	4,444,961	2,026,036	250,408	255,256	260,220	265,203
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DETAIL OF TRANSFERS OUT:

Fleet Lease Assessment Fee	61,567	61,995	61,995	62,821	64,224	65,666	66,916	68,200
Fleet Management Fund	-	-	-	-	-	-	-	-
Insurance Assessment	184,438	168,957	168,957	173,147	175,194	180,516	185,338	189,300
Allocation Credit	12,877	(58,271)	(58,271)	(51,343)	-	-	-	-
Vehicle Maintenance Fees	30,502	66,675	68,175	69,910	67,650	68,150	68,650	69,000
	289,384	239,356	240,856	254,535	307,068	314,332	320,904	326,500



**General Government
2014-2015
Departmental summary**

DEPARTMENTAL DESCRIPTION

This department details the general, non-specific operating costs for the Administrative Support Service Departments listed on the following pages.

DEPARTMENT BUDGET SUMMARY

FUND: ADMIN SUPPORT SERVICES

FY 14-15

DEPARTMENT: General Government

EXPENDITURE CLASSIFICATION	Prior Year Actual	Current Year Budget	Current Year Actual (Est.)	BUDGET YEAR		Projected Budget	Projected Budget	Projected Budget
	FY 12-13	FY 13-14	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Personal Services	-	-	-	-	-	-	-	-
Materials & Supplies	18,395	11,750	11,324	12,050	12,050	12,050	12,050	12,050
Other Services & Charges	134,179	294,915	272,085	294,765	294,765	294,765	294,765	294,765
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Transfers	4,977	16,918	16,918	12,785	19,971	20,352	20,672	21,016
TOTAL	157,551	323,583	300,327	319,600	326,786	327,167	327,487	327,831

DETAIL OF TRANSFERS:

Administrative Support	5,446	19,168	19,168	19,635	19,971	20,352	20,672	21,016
Allocation Credit	(469)	(2,250)	(2,250)	(6,850)	-	-	-	-
	4,977	16,918	16,918	12,785	19,971	20,352	20,672	21,016



**Treasury Services
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Mission Statement for Treasury Services is:

“To provide money management services to City departments”

Treasury Services manages, invests, and analyzes the City general and operating funds, as well as the Public Works Authority and pension funds. All funds are invested in securities that comply with City-Council-approved investment policies and adhere to the laws of the State of Oklahoma.

Treasury services also direct all banking transactions/accounts, coordinates merchant services, administers the two City-sponsored retirement plans, serves as staff liaison on various committees, and provides fiscal reporting and reconciliation to Financial Services.

1.	Improve and refine treasury management systems.
2.	Provide assistance and project coordination to the Edmond Employees’ Retirement Board, and City Finance/Audit Committee
3.	Administer and provide education of the 457 Deferred Compensation Plan and the City’s Civilian Employee Retirement Plan.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4*	Year 5
1-.5-0	1-.5-0	1-.5-0	1-.5-0	1-.5-0	1-.5-0

**Note: The City Treasurer is no longer an elected position as of June 2013, instead, it is a PT position appointed by the City Manager*

DEPARTMENT BUDGET SUMMARY

DEPARTMENT: City Treasurer FUND: ADMIN SUPPORT SERVICES

EXPENDITURE CLASSIFICATION	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR		Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
				FY 14-15	FY 14-15				
Personal Services	154,690	192,692	95,138	94,744	94,744	98,977	101,563	104,664	107,464
Materials & Supplies	561	3,135	1,339	1,439	1,439	958	958	958	1,875
Other Services & Charges	20,763	37,113	24,313	24,444	24,444	24,816	25,191	25,521	25,904
Capital Outlay	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-
Transfers	26,086	23,699	23,699	20,054	20,054	19,776	19,860	20,173	20,346
TOTAL	202,100	256,639	144,489	140,681	140,681	144,527	147,572	151,316	155,589

DETAIL OF TRANSFERS:

Administrative Support	27,893	26,458	26,458	21,444	21,444	18,671	18,715	18,992	19,135
Allocation Credit	(3,474)	(3,833)	(3,833)	(2,150)	(2,150)	-	-	-	-
Insurance Assessment	1,565	1,631	1,631	1,085	1,085	1,105	1,145	1,181	1,211
Allocation Credit	102	(557)	(557)	(325)	(325)	-	-	-	-
	26,086	23,699	23,699	20,054	20,054	19,776	19,860	20,173	20,346



**City Manager's Office
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The City Manager's office has primary responsibility for both the day-to-day administration of Edmond's city government, including all city departments and operations, and also the carrying out of City Council policies and directives.

STATEMENT OF VALUES

1.	The City of Edmond exists only to provide SERVICES, and our internal mission of Trustworthy Service Through Continuous Improvement reflects our constant dedication to this reality.
2.	We are committed to our thoughts, words, and actions reflecting our seven core values of <i>Customer Service, Integrity, Teamwork, Accountability, Professionalism, Communication, and Innovation.</i>
3.	We intend to lead by example in the development of our organization to provide quality public services while balancing cost effectiveness and responsiveness.
4.	We will work to create and maintain effective partnerships with elected officials, employees, and members of our community (customers).

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
8-0-2	9-0-2	9-0-2	9-0-2	9-0-2	9-0-2

**FT employees include the City Manager, Assistant City Manager of Administration, Assistant City Manager of Operations and support staff. PT employees include the Carl Reheman City Management Intern.*

DEPARTMENT BUDGET SUMMARY

FUND: ADMIN SUPPORT SERVICES

DEPARTMENT: City Manager

FY 14-15

EXPENDITURE CLASSIFICATION	Prior Year Actual	Current Year Budget	Current Year Actual (Est.)	BUDGET YEAR		Projected Budget	Projected Budget	Projected Budget
	FY 12-13	FY 13-14	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Personal Services	941,027	962,913	975,661	1,030,295	1,068,010	1,086,419	1,105,042	1,124,178
Materials & Supplies	8,973	13,600	7,175	14,245	11,985	12,940	12,940	15,645
Other Services & Charges	168,609	236,510	210,631	216,110	186,470	194,780	234,890	195,010
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Transfers	153,232	160,063	160,063	186,097	226,711	225,527	229,715	231,954
TOTAL	1,271,841	1,373,086	1,353,530	1,446,747	1,493,176	1,519,666	1,582,587	1,566,787

DETAIL OF TRANSFERS:

Administrative Support	181,811	186,094	186,094	217,833	219,942	218,532	222,517	224,589
Allocation Credit	(35,480)	(30,457)	(30,457)	(36,427)	-	-	-	-
Insurance Assessment	6,478	6,664	6,664	6,664	6,769	6,995	7,198	7,365
Allocation Credit	423	(2,238)	(2,238)	(1,973)	-	-	-	-
	153,232	160,063	160,063	186,097	226,711	225,527	229,715	231,954



**Public Safety Communications
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

Professionally committed to providing quality emergency communications services for the City of Edmond and surrounding areas.

1.	Attract & retain long-term, career-minded employees.
2.	Process emergency calls within 20 seconds (ready for dispatch) and dispatch calls within 30 seconds (once calls are ready for dispatch.)
3.	Provide at least 24 hours of recurring training to each employee in the communications center.
4.	Maintain a quality rating of more than 95%.

STAFFING

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
23.8-2-0	23.8-2-0	23.8-2-0	23.8-2-0	23.8-2-0	23.8-2-0

**.8 split with Emergency Management*

DEPARTMENT BUDGET SUMMARY

DEPARTMENT: Central Communications FUND: ADMIN SUPPORT SERVICES

EXPENDITURE CLASSIFICATION	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR		Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
				FY 14-15	FY 15-16			
Personal Services	1,507,981	1,744,626	1,693,707	1,813,945	1,894,935	1,935,886	1,977,188	2,018,048
Materials & Supplies	123,915	101,796	100,535	154,330	129,800	86,035	85,130	85,130
Other Services & Charges	680,804	911,052	841,009	765,984	783,984	791,984	753,984	753,984
Capital Outlay	-	-	-	140,000	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Transfers	308,783	324,636	324,636	376,909	438,826	427,498	431,538	421,859
TOTAL	2,621,483	3,082,110	2,959,887	3,251,168	3,247,545	3,241,403	3,247,840	3,279,021

DETAIL OF TRANSFERS:

Administrative Support	324,847	366,336	366,336	411,528	407,058	395,039	398,456	388,267
Allocation Credit	(45,659)	(59,759)	(59,759)	(57,841)	-	-	-	-
Insurance Assessment	27,812	27,729	27,729	31,522	31,768	32,459	33,082	33,592
Allocation Credit	1,783	(9,670)	(9,670)	(8,300)	-	-	-	-
	308,783	324,636	324,636	376,909	438,826	427,498	431,538	421,859



**Information Technology
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Information Technology (IT) department is responsible for implementing technology solutions that enable departments throughout the city to provide efficient, high quality services to the citizens of Edmond. The IT Department is comprised of three teams. These teams are Application Support, Infrastructure Support and Geographic Information Systems (GIS). The Application Support Team is responsible for server based applications such as those used by the Finance Department, Utility Customer Service and Municipal Court. The Infrastructure Support team is responsible for the hardware (servers, PCs, network switches, routers, etc.) as well as operating systems and PC applications. GIS has become an integral part of the operations of many departments by linking information to geographic locations. This has provided increased productivity and enhanced decision making. Together, these teams support 663 users and over 550 computers.

GOALS

1.	Provide efficient, reliable access to City data and ensure the security of the City's technology environment through research and implementation of new technology as well as proper life cycle management practices to ensure the health of existing technology.
2.	Implement major enhancements to improve the efficiency and productivity of departments throughout the city. Seek to find Enterprise Solutions encompassing stakeholders from multiple departments rather than implementing one-off solutions.
3.	Implement and support GIS projects to provide improved mapping capabilities as well as integration with other application systems.
4.	Implement policies, processes, procedures and tools in an effort to continually improve the operations of the IT department.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
17	17	18	18	18	18

DEPARTMENT BUDGET SUMMARY

DEPARTMENT: Information Technology	FUND: ADMIN SUPPORT SERVICES										FY 14-15	
	Prior Year		Current Year		Current Year		BUDGET YEAR		Projected			Projected
	Actual	Budget	Budget	Actual (Est.)	Budget	Actual	FY 14-15	FY 15-16	FY 16-17	FY 17-18		
FY 12-13	FY 13-14	FY 13-14	FY 13-14	FY 13-14	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19		
Personal Services	1,396,873	1,468,700	1,468,700	1,560,682	1,662,242	1,744,022	1,783,586	1,821,028	1,859,830			
Materials & Supplies	218,605	268,084	268,084	265,684	235,550	260,550	260,550	260,550	260,550			
Other Services & Charges	1,218,827	1,714,610	1,714,610	1,635,210	1,730,857	1,708,357	1,526,073	1,601,073	1,526,073			
Capital Outlay	248,318	688,781	688,781	688,781	500,000	500,000	500,000	500,000	500,000			
Debt Service	-	-	-	-	-	-	-	-	-			
Transfers	164,474	183,503	183,503	183,503	209,807	241,641	243,305	247,354	246,646			
TOTAL	3,247,097	4,323,678	4,323,678	4,333,860	4,338,456	4,454,570	4,313,514	4,430,005	4,393,099			

DETAIL OF TRANSFERS:

Administrative Support	169,869	202,999	202,999	202,999	227,345	226,038	227,157	230,712	229,593
Allocation Credit	(20,030)	(28,897)	(28,897)	(28,897)	(29,029)	-	-	-	-
Fleet Lease Assessment Fees	1,368	1,409	1,409	1,409	1,451	1,480	1,510	1,540	1,571
Insurance Assessment	11,342	11,356	11,356	11,356	13,363	13,623	14,138	14,602	14,982
Allocation Credit	743	(3,864)	(3,864)	(3,864)	(3,823)	-	-	-	-
Vehicle Maintenance Charges	1,182	500	500	500	500	500	500	500	500
	164,474	183,503	183,503	183,503	209,807	241,641	243,305	247,354	246,646



**Financial Services
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Mission Statement for the Financial Services Department is:

“To provide quality management of financial information”

The Financial Service Department contains four divisions: Finance, Payroll, Purchasing and Treasury. The Finance division administers the day-to-day accounting functions, including the development of the Comprehensive Annual Financial Report (CAFR) and Audit, as well as the annual 5 Year Budget Plan.

Payroll manages all employee payroll related items, including bi-weekly checks, tracking of earned vacation and sick leave benefits, and all related federal and state payroll taxes.

Purchasing directs the competitive bid process for various city-wide services and products, as well as accounts payable.

Treasury manages all banking transactions/accounts, as well as investments.

1.	Continue refinement and implementation of IFAS software
2.	Strengthen controls and internal policies and procedures
3.	Continuous Customer Service Improvement
4.	Automate Employee Time and Attendance Capabilities
5.	Improve and refine Treasury Management Systems

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
7.7*-0-0	7.7*-.5-0	7.7*-.5-0	7.7*-.5-0	7.7*-.5-0	7.7*-.5-0

** Staffing level includes the Financial Services, Payroll, Treasury, and Purchasing Departments. .3 of the Purchasing Manager is accounted for in the YourGovShop budget and 1 FT & .5 PT is in Treasury.*

DEPARTMENT BUDGET SUMMARY

FUND: ADMIN SUPPORT SERVICES

DEPARTMENT: Financial Services EXPENDITURE CLASSIFICATION	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR		Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
				FY 14-15	FY 14-15				

Personal Services	715,906	740,187	773,250	775,957	807,584	818,628	828,110	834,052
Materials & Supplies	9,820	19,850	10,206	14,850	14,875	14,875	17,225	14,150
Other Services & Charges	116,585	227,228	126,323	223,538	152,636	163,846	162,088	173,223
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Transfers	197,516	237,723	237,723	234,645	277,485	279,143	284,975	286,055
TOTAL	1,039,827	1,224,988	1,147,502	1,248,990	1,252,580	1,276,492	1,292,398	1,307,480

DETAIL OF TRANSFERS:

Administrative Support	227,190	262,983	262,983	276,009	271,563	273,010	278,651	279,575
Allocation Credit	(35,369)	(28,966)	(28,966)	(45,473)	-	-	-	-
Insurance Assessment	5,345	5,608	5,608	5,820	5,922	6,133	6,324	6,480
Allocation Credit	350	(1,902)	(1,902)	(1,711)	-	-	-	-
	197,516	237,723	237,723	234,645	277,485	279,143	284,975	286,055



Human Resources
2014-2015
Departmental Summary

DEPARTMENTAL DESCRIPTION

The Human Resources Department is comprised of three divisions: Human Resources Administration, Training, and Benefits. We are dedicated to providing quality HR services to attract, develop, motivate and retain a productive and diverse workforce within a supportive work environment by:

- Providing friendly trustworthy service to all internal and external customers;
- Attracting and hiring through comprehensive Human Resources selection and planning;
- Retaining qualified employees through training and recognition programs;
- Providing sustainable benefit products and services responsive to and valued by employees.

GOALS

1.	Promote a high quality workforce and collaborative relationships between management and employees.
2.	Develop and provide citywide training and recognition programs to enhance personal and professional growth.
3.	Provide a competitive benefits package that enhances recruitment and retention through prudent management of resources.
4.	Provide a comprehensive wellness program to assist and promote employee well being.
5.	Review processes, making changes as needed, to improve efficiency and/or greater customer service.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
5-0-0	5-0-0	5-0-0	5-0-0	5-0-0	5-0-0

DEPARTMENT BUDGET SUMMARY

FUND: ADMIN SUPPORT SERVICES

DEPARTMENT: Human Resources

EXPENDITURE CLASSIFICATION	Prior Year Actual	Current Year Budget	Current Year Actual (Est.)	BUDGET YEAR		Projected Budget	Projected Budget	Projected Budget	
	FY 12-13	FY 13-14	FY 13-14	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Personal Services	502,687	492,819	443,784	443,784	451,824	473,632	484,488	495,910	506,784
Materials & Supplies	19,987	30,950	20,498	20,498	24,050	24,050	25,650	24,050	29,050
Other Services & Charges	137,808	204,910	187,207	187,207	189,460	189,460	189,460	194,460	194,460
Capital Outlay	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-
Transfers	97,430	172,590	172,590	172,590	184,724	190,979	191,202	193,880	193,802
TOTAL	757,912	901,269	824,079	824,079	850,058	878,121	890,800	908,300	924,096

DETAIL OF TRANSFERS:

Administrative Support	108,928	185,459	185,459	185,459	191,790	186,741	186,805	189,340	189,146
Allocation Credit	(16,655)	(15,576)	(15,576)	(15,576)	(10,033)	-	-	-	-
Insurance Assessment	4,841	4,100	4,100	4,100	4,159	4,238	4,397	4,540	4,656
Allocation Credit	316	(1,393)	(1,393)	(1,393)	(1,192)	-	-	-	-
	97,430	172,590	172,590	172,590	184,724	190,979	191,202	193,880	193,802



**City Clerk
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The City Clerk’s office will continue to provide diverse administrative services to support city departments. Internal services include city clerk responsibilities, records administration and management, and Gracelawn Cemetery lot sales, working with local Funeral Homes and families to arrange funerals and all other record management associated with operations of the Cemetery.

1.	Continue working with local Funeral Homes and families to arrange burials in Gracelawn Cemetery plus accurate records management of cemetery records. Also issue invoices for monument setting services and collection of all fees associated with these services.
2.	Accurately issue, document, maintain and organize official city records.
3.	Timely issuance of occupational licenses, permits, collection of miscellaneous charges and fees, abatement and certification of nuisances, processing requests for information, coordination of legal publications and codification of ordinances

STAFFING LEVELS

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
2-0-0	2-0-0	2-0-0	2-0-0	2-0-0	2-0-0

DEPARTMENT BUDGET SUMMARY

DEPARTMENT: City Clerk/Government Relations		FUND: ADMIN SUPPORT SERVICES						
EXPENDITURE CLASSIFICATION	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
Personal Services	246,417	133,130	135,807	141,819	147,765	150,415	152,333	153,632
Materials & Supplies	5,567	5,550	4,150	4,200	4,200	4,200	4,200	4,200
Other Services & Charges	50,345	40,700	47,200	53,900	53,900	53,900	53,900	53,900
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Transfers	122,191	85,222	85,222	79,091	87,684	85,987	87,705	87,700
TOTAL	424,520	264,602	272,379	279,010	293,549	294,502	298,138	299,432
DETAIL OF TRANSFERS:								
Administrative Support	138,750	100,418	100,418	91,480	85,409	83,634	85,282	85,219
Allocation Credit	(22,701)	(17,063)	(17,063)	(13,962)	-	-	-	-
Fleet Lease Assessment Fees	1,996	-	-	-	-	-	-	-
Insurance Assessment	3,665	2,814	2,814	2,239	2,275	2,353	2,423	2,481
Allocation Credit	239	(947)	(947)	(666)	-	-	-	-
Vehicle Maintenance Charges	242	-	-	-	-	-	-	-
	122,191	85,222	85,222	79,091	87,684	85,987	87,705	87,700



**Facility Maintenance
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

Facility Maintenance delivers high quality, cost effective best in class trustworthy service to our customers. The department provides a clean, safe, quality working environment for City of Edmond employees and the public by maintaining, repairing, cleaning and improving City facilities. The department tracks processes and procedures through use of City works for asset management and timely response to the needs of internal and external customers. This encompasses 60 different C.O.E. divisions and over 500,000 square feet of occupied working space. The Facility Maintenance Department’s service is to ensure a safe and comfortable working environment for our customers.

1.	Provide unparalleled customer service – meet with Department Heads
2.	Improve the performance of the technical staff with at least one job related training course per year, if possible, bring to our campus for a group type training
3.	Diagnose, analyze, and repair buildings and associated equipment and /or outsource for repairs not provided in house.
4.	Reduce COE energy costs by implementing Led lighting
5.	Reduce departmental operations & maintenance costs by 10%.
6.	Promote continuous improvement within the department.

Objectives:

The Facility Maintenance Department’s objective and vision is to continuously improve facility maintenance services for the benefit of delivering “Trustworthy Service” to internal and external customers.

S T A F F I N G (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
11-0-0	11-0-0	11-0-0	11-0-0	11-0-0	11-0-0

DEPARTMENT BUDGET SUMMARY

EXPENDITURE CLASSIFICATION	FUND: ADMIN SUPPORT SERVICES						Projected Budget FY 17-18	Projected Budget FY 18-19
	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17		
Personal Services	505,337	617,156	572,925	633,420	664,482	682,868	701,893	720,411
Materials & Supplies	174,587	207,520	196,125	214,108	206,832	206,425	208,355	210,905
Other Services & Charges	223,129	326,750	324,677	356,350	366,875	367,025	357,525	368,025
Capital Outlay	621	64,092	64,092	86,164	76,822	53,628	55,469	13,262
Debt Service	-	-	-	-	-	-	-	-
Transfers	234,008	278,001	278,001	325,184	348,848	352,097	358,160	361,638
TOTAL	1,137,682	1,493,519	1,435,820	1,615,226	1,663,859	1,662,043	1,681,402	1,674,241

DETAIL OF TRANSFERS:

Administrative Support	254,713	267,780	267,780	290,254	293,982	296,330	301,772	304,729
Allocation Credit	(38,849)	(25,978)	(25,978)	(10,175)	-	-	-	-
Fleet Lease Assessment Fees	13,531	13,848	13,848	14,176	14,400	14,629	14,629	14,629
Fleet Management Fund	-	-	-	-	-	-	-	-
Insurance Assessment	(2,578)	12,839	12,839	28,452	28,466	29,138	29,759	30,280
Allocation Credit	627	(3,988)	(3,988)	(9,273)	-	-	-	-
Vehicle Maintenance Charges	6,564	13,500	13,500	11,750	12,000	12,000	12,000	12,000
	234,008	278,001	278,001	325,184	348,848	352,097	358,160	361,638



**Legal
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Edmond City Attorney is appointed by the Mayor and City Council to direct the management of all legal matters for the City. The Legal Services office provides legal assistance to the Mayor and Council, the Edmond Public Works Authority and other City departments. The office also provides assistance to various committees, boards and city agencies.

The City Attorney or the Assistant City Attorney represents the City in all litigation in Edmond Municipal Court, Oklahoma County District Court, Oklahoma State Court and the Federal Court System.

Risk Management, a division of the City Attorney's office, handles subrogation recovery, liability, property insurance as well as other multiple lines of insurance for the City.

	Provide advice and legal services for the Mayor and City Council
2.	Provide quality legal services for the City of Edmond
3.	Provide advice and training for City departments as needed
4.	Defend City of Edmond in lawsuits, and traffic and juvenile court

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
4-0-0	4-0-0	4-0-0	4-0-0	4-0-0	4-0-0

**Currently staffed with 4 of the 5 funded & approved positions.*

DEPARTMENT BUDGET SUMMARY

DEPARTMENT: Legal Services	FUND: ADMIN SUPPORT SERVICES					Projected Budget FY 17-18	Projected Budget FY 18-19
	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16		
Personal Services	439,630	460,260	484,229	475,745	481,391	486,108	488,628
Materials & Supplies	9,297	10,600	10,500	11,950	11,200	12,175	12,275
Other Services & Charges	157,077	426,920	424,920	416,400	416,400	416,400	416,400
Capital Outlay	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-
Transfers	77,032	64,206	64,206	70,155	82,710	84,575	85,598
TOTAL	683,036	961,986	983,855	974,250	991,701	999,258	1,002,901

DETAIL OF TRANSFERS:

Administrative Support	58,428	58,441	58,441	64,825	63,172	64,141	64,816
Allocation Credit	(7,329)	(9,176)	(9,176)	(7,993)	-	-	-
Insurance Assessment	24,322	22,551	22,551	19,382	19,538	20,434	20,782
Allocation Credit	1,611	(7,610)	(7,610)	(6,059)	-	-	-
	77,032	64,206	64,206	70,155	82,710	84,575	85,598



**Engineering Department
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Engineering Department is dedicated to effective, timely, and reliable technical service and expertise to Council, developers, contractors, City departments, staff, and citizens, as it relates to the expansion of the City’s infrastructure and the capital improvements.

1.	Conduct travel time and delay studies on major transportation corridors, as well as various other traffic studies.
2.	Improve services provided to other City departments and improve quality and efficiency of service to both internal and external customers.
3.	Continued implementation of TRAKiT Software as it relates to Engineering projects.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
15-0-0	16-0-0	16-0-0	16-0-0	16-0-0	16-0-0

**Includes Engineering Administration and Inspections*

DEPARTMENT BUDGET SUMMARY

EXPENDITURE CLASSIFICATION	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR		Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
				FY 14-15	FY 14-15				
Personal Services	1,318,129	1,490,273	1,492,284	1,577,329	1,651,782	1,684,739	1,714,015	1,740,956	
Materials & Supplies	24,925	41,405	37,150	52,230	36,205	36,920	41,445	34,205	
Other Services & Charges	27,797	73,582	41,180	70,592	72,760	72,934	72,967	73,159	
Capital Outlay	47,136	7,500	7,321	-	-	-	-	-	
Debt Service	-	-	-	-	-	-	-	-	
Transfers	364,083	352,066	352,066	371,669	412,636	407,793	416,424	416,485	
TOTAL	1,782,070	1,964,826	1,930,001	2,071,820	2,173,383	2,202,386	2,244,851	2,264,805	

DETAIL OF TRANSFERS:

Administrative Support	372,288	365,733	365,733	381,500	379,177	373,575	381,487	380,905
Allocation Credit	(43,940)	(51,898)	(51,898)	(38,821)	-	-	-	-
Fleet Lease Assessment Fees	8,252	8,500	8,500	8,429	8,682	8,942	9,211	9,486
Insurance Assessment	22,153	29,140	29,140	13,533	13,777	14,276	14,726	15,094
Allocation Credit	1,457	(10,409)	(10,409)	(3,972)	-	-	-	-
Vehicle Maintenance Charges	3,873	11,000	11,000	11,000	11,000	11,000	11,000	11,000
	364,083	352,066	352,066	371,669	412,636	407,793	416,424	416,485



**Marketing and Public Relations
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Marketing/Public Relations Department has several different functions, including media relations, public information, marketing and communications, design and maintenance of the website, graphic design and television programming for the government access cablevision channel, Edmond Life TV, internal and external special event coordination. Our mission statement is:

“Providing timely, accurate information through professional, creative communication”

Our purpose is to keep our citizen/customers informed about city issues, programs, services, activities, accomplishments and plans.

GOALS

1.	Produce quality printed & electronic materials to inform citizen/customers about services, programs and functions of the City of Edmond
2.	Provide programming detailing the functions of city departments and personnel and how the community benefits from them on Edmond Life TV
3.	Maintain a dynamic, interactive city web site
4.	Provide timely & accurate Media Relations
5.	Publish consistent communications via social media sites; Facebook, Twitter, LinkedIn, Pinterest and YouTube.
6.	Coordinate all internal employee events and serve as main point of contact for all external events taking place in Edmond.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
5-0-0	5-0-0	5-0-0	5-0-0	5-0-0	5-0-0

**Currently staffed with 5 of the 5 funded & approved positions.*

DEPARTMENT BUDGET SUMMARY

FUND: ADMIN SUPPORT SERVICES

DEPARTMENT: Marketing EXPENDITURE CLASSIFICATION	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR		Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
				FY 14-15	FY 14-15			
Personal Services	258,564	280,730	296,302	370,824	391,667	403,958	416,933	430,169
Materials & Supplies	12,721	39,800	35,375	34,450	35,550	36,550	37,550	38,550
Other Services & Charges	212,608	398,228	333,278	393,728	393,728	393,728	393,728	393,728
Capital Outlay	-	50,000	50,000	40,000	50,000	20,000	20,000	20,000
Debt Service	-	-	-	-	-	-	-	-
Transfers	65,214	63,441	63,441	71,400	79,794	77,614	78,872	79,387
TOTAL	549,107	832,199	778,396	910,402	950,739	931,850	947,083	961,834

DETAIL OF TRANSFERS:

Administrative Support	76,288	73,753	73,753	77,948	76,855	74,565	75,722	76,155
Allocation Credit	(14,044)	(12,187)	(12,187)	(8,597)	-	-	-	-
Insurance Assessment	2,790	2,842	2,842	2,883	2,939	3,049	3,150	3,232
Allocation Credit	180	(967)	(967)	(834)	-	-	-	-
	65,214	63,441	63,441	71,400	79,794	77,614	78,872	79,387



**Public Works Administration
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

Public Works Administration provides a call center for Public Works, handles the recording of field work and asset history, payroll, budget management, and accounts payable for Field Services, Solid Waste and Facility Maintenance, analyzes the quality of data, and facilitates accurate reporting and assistance to division heads. Also included in this Public Works division is the office of the Public Works Director.

1.	Improve Public Works administrative staff's software and professional communication skills.
2.	Maintain cross-functional competency for all Public Works office support staff members.
3.	Review and improve the viability of the service request/work order data collection systems as they pertain to Public Works.
4.	Improve Public Works daily, monthly and quarterly reports.
5.	Revise the Public Works Administration Procedural Manual.
6.	Flow chart Public Works office practices.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
10-0-0	10-0-0	10-0-0	10-0-0	10-0-0	10-0-0

DEPARTMENT BUDGET SUMMARY

FUND: ADMIN SUPPORT SERVICES

DEPARTMENT: Public Works Administration

FY 14-15

EXPENDITURE CLASSIFICATION	Prior Year Actual	Current Year Budget	Current Year Actual (Est.)	BUDGET YEAR		Projected Budget	Projected Budget	Projected Budget
	FY 12-13	FY 13-14	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Personal Services	560,185	612,560	651,694	660,557	692,645	709,205	725,788	742,517
Materials & Supplies	6,905	10,105	8,055	10,385	8,050	10,385	10,385	9,660
Other Services & Charges	126,111	91,350	87,950	95,250	95,250	95,250	95,250	95,250
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Transfers	210,151	173,626	173,626	240,785	264,873	264,121	269,048	270,806
TOTAL	903,352	887,641	921,325	1,006,977	1,060,818	1,078,961	1,100,471	1,118,233

DETAIL OF TRANSFERS:

Administrative Support	235,515	201,447	201,447	256,948	257,126	256,087	260,756	262,303
Allocation Credit	(31,732)	(32,814)	(32,814)	(21,501)	-	-	-	-
Insurance Assessment	5,987	7,567	7,567	7,607	7,747	8,034	8,292	8,503
Allocation Credit	381	(2,574)	(2,574)	(2,269)	-	-	-	-
TOTAL	210,151	173,626	173,626	240,785	264,873	264,121	269,048	270,806



**Operations Central Warehouse
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Warehouse mission is to provide high quality warehouse service at a competitive cost that supports the missions of Electric, Public Works, and Facility Maintenance departments with trustworthy service.

The Operations Central Warehouse core services include:

1. Purchasing material following all City of Edmond Purchasing Department policies.
2. Maintaining inventory stock levels to provide uninterrupted work flow for all departments utilizing Operations Central Warehouse services.
3. Providing a record of materials received and transferred to trucks or issued to work orders.
4. Operations Central Warehouse performs regular scheduled inventory counts and audits.

	Provide High Quality Warehouse Service
2.	Provide Responsive Customer Service
3.	Provide proactive employee development

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
3.5-0-0	3.5-0-0	3.5-0-0	3.5-0-0	3.5-0-0	3.5-0-0

**.7 split with Electric and Public Works Administration*

DEPARTMENT BUDGET SUMMARY

DEPARTMENT: Operations Central Warehousing		FUND: ADMIN SUPPORT SERVICES					FY 14-15	
EXPENDITURE CLASSIFICATION	Prior Year Actual	Current Year Budget	Current Year Actual (Est.)	BUDGET YEAR	Projected Budget	Projected Budget	Projected Budget	
	FY 12-13	FY 13-14	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Personal Services	238,437	241,977	264,570	253,769	259,582	261,182	262,850	264,600
Materials & Supplies	4,449	5,775	4,728	6,275	4,675	4,775	4,875	6,425
Other Services & Charges	10,250	16,450	11,092	15,475	15,655	15,840	15,975	16,475
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Transfers	27,956	34,449	35,949	38,877	39,850	39,606	40,400	40,526
TOTAL	281,092	298,651	316,339	314,396	319,762	321,403	324,100	328,026

DETAIL OF TRANSFERS:

Administrative Support	23,210	27,881	27,881	26,993	26,983	26,534	27,127	27,062
Allocation Credit	(4,304)	(3,872)	(3,872)	(3,406)	-	-	-	-
Fleet Lease Assessment Fees	6,389	6,568	6,568	6,753	6,879	7,008	7,140	7,275
Insurance Assessment	1,409	1,366	1,366	1,444	1,488	1,564	1,633	1,689
Allocation Credit	94	(494)	(494)	(407)	-	-	-	-
Vehicle Maintenance Charges	1,158	3,000	4,500	7,500	4,500	4,500	4,500	4,500
	27,956	34,449	35,949	38,877	39,850	39,606	40,400	40,526



Utility Customer Services
2014-2015
Departmental Summary

DEPARTMENTAL DESCRIPTION

Utility Customer Services is comprised of five (5) customer service divisions:

- Financial Services – Utility statement production, reconciliation of financial transactions, and complete service order process;
- Contractual Services – Establishes new service, maintains customer contracts, initiate active and inactive collections;
- Customer Services – Operates inbound call center and post incoming payment transactions;
- Meter Services – Monthly reading of all electric and water meters;
- Utility Field Services – Completes all field orders including service initiations, disconnections, reconnections, collections, meter rereads, energy audits, and rebates;

Our mission is to offer each citizen exceptional Customer Services.

GOALS

1.	Enhance our customer communications in all 5 service areas.
2.	Accelerate Utility Customer Services technology to maximize service.
3.	Invest in our employee improvement process to enhance organizational and individual success.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
38-2-0	39-3-0	39-3-0	39-3-0	39-3-0	39-3-0

**Includes Utility Customer Services and Meter Services*

DEPARTMENT BUDGET SUMMARY

FUND: ADMIN SUPPORT SERVICES

DEPARTMENT: Utility Customer Service

EXPENDITURE CLASSIFICATION	Prior Year Actual	Current Year Budget	Current Year Actual (Est.)	BUDGET YEAR		Projected Budget	Projected Budget	Projected Budget	FY 14-15
	FY 12-13	FY 13-14	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 14-15

Personal Services	2,024,193	2,274,846	2,310,603	2,508,663	2,632,039	2,701,120	2,770,197	2,840,728	2,840,728
Materials & Supplies	193,973	242,770	233,722	292,790	272,150	304,455	333,095	354,003	354,003
Other Services & Charges	491,696	563,365	520,395	736,689	678,530	691,065	704,648	720,846	720,846
Capital Outlay	-	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-	-
Transfers	947,295	1,148,565	1,148,565	1,397,985	1,578,058	1,571,593	1,597,073	1,604,067	1,604,067
TOTAL	3,657,157	4,229,546	4,213,285	4,936,127	5,160,777	5,268,233	5,405,013	5,519,644	5,519,644

DETAIL OF TRANSFERS:

Administrative Support	989,905	1,217,451	1,217,451	1,455,088	1,470,086	1,461,040	1,484,033	1,488,875	1,488,875
Allocation Credit	(164,002)	(160,323)	(160,323)	(152,730)	-	-	-	-	-
Fleet Lease Assessment Fees	30,031	31,670	31,670	32,012	32,783	33,577	34,396	35,239	35,239
Fleet Management Fund	-	-	-	-	-	-	-	-	-
Insurance Assessment	69,307	32,750	32,750	34,994	35,539	36,826	37,994	38,953	38,953
Allocation Credit	4,571	(11,658)	(11,658)	(10,539)	-	-	-	-	-
Vehicle Maintenance Charges	17,483	38,675	38,675	39,160	39,650	40,150	40,650	41,000	41,000
	947,295	1,148,565	1,148,565	1,397,985	1,578,058	1,571,593	1,597,073	1,604,067	1,604,067



**Fleet Management
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

Fleet Management provides administrative support in the most cost efficient manner to all City departments who operate city owned vehicles/equipment. The department manages the fleet replacement fund and establishes budget figures for each fiscal year for fuel, parts accounts, car wash expense and vehicle/equipment replacement. The department manages the bid process for new vehicle and equipment. Personnel are committed to exploring all means in which to aid departments in meeting the needs of their customers and the public sector.

GOALS:

- Increase the awareness of city’s personnel in the need to support the preventive maintenance service program for vehicle/equipment so that safety standards are continually met, liabilities are reduced and an overall reduction in maintenance costs can be achieved.
- Work with city departments to obtain vehicles/equipment that will be utilized to their maximum potential and remove obsolete and under-utilized vehicles/equipment from inventory.
- Draft specifications that combine the needs of the division and the financial aspects of the purchase together so as to ensure the most cost effective purchase.
- Continue to provide a more streamlined process for the replacement of city vehicles/equipment through the use of unit expense reporting.
- Support and assist all departments with new programs that will help reduce the costs and support city policies.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
.65-0-0	.65-0-0	.65-0-0	.65-0-0	.65-0-0	.65-0-0

* Split with Vehicle Maintenance

FUND BUDGET SUMMARY

Fleet Management Fund	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19

ESTIMATED RESOURCES:

REVENUES:								
Charges for Services	2,773	2,000	17,173	17,220	17,220	17,220	17,220	17,220
Interest	9,042	25,000	53,200	35,000	35,000	35,000	35,000	35,000
Miscellaneous Revenue	60,272	-	59,548	-	-	-	-	-
Subtotal - Revenues	72,087	27,000	129,921	52,220	52,220	52,220	52,220	52,220
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	4,975,575	5,492,907	5,492,907	6,024,659	5,841,753	4,900,781	3,361,403	1,090,895
Unrestricted Prior Year Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	5,047,662	5,519,907	5,622,828	6,076,879	5,893,973	4,953,001	3,413,623	1,143,115

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Personal Services	63,803	55,310	59,440	61,471	64,703	66,246	67,659	68,713
Materials & Supplies	5,147	7,500	9,000	7,500	7,500	7,500	7,500	7,500
Other Services & Charges	83,448	98,020	86,804	98,020	98,020	98,020	98,020	98,020
Capital Outlay:								
Fire	203,333	656,395	605,105	770,000	640,000	640,000	1,380,000	710,000
Police	511,515	566,813	512,499	585,000	422,500	433,063	443,625	476,897
Electric	500,933	387,349	160,233	-	-	-	-	-
All Other Depts.	1,424,710	847,019	878,418	1,700,228	1,579,412	1,691,935	1,669,664	1,717,554
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	2,792,889	2,618,406	2,311,499	3,222,219	2,812,135	2,936,764	3,666,468	3,078,684

TRANSFERS:

Transfers In	3,311,700	3,031,413	2,781,330	3,045,149	1,879,943	1,406,605	1,405,493	1,474,687
Transfers Out (See detail below)	(73,566)	(68,000)	(68,000)	(58,056)	(61,000)	(61,439)	(61,753)	(62,075)
NET TRANSFERS IN (OUT)	3,238,134	2,963,413	2,713,330	2,987,093	1,818,943	1,345,166	1,343,740	1,412,612

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Reserve for Capital Improvements	-	-	0	(0)	4,900,781	3,361,403	1,090,895	(522,957)
Reserve for Other Restricted Purposes:								
Reserve for Fire	1,682,263	1,417,433	1,482,959	1,356,707	-	-	-	-
Reserve for Police	689,146	508,974	572,932	563,292	-	-	-	-
Reserve for Electric	234,620	434,439	350,704	285,481	-	-	-	-
Reserve for All Other Funds	2,886,879	3,504,068	3,618,064	3,636,273	-	-	-	-
Unassigned (Res for Emergencies & Shortfalls*)	-	-	-	-	-	-	-	-
TOTAL OTHER USES	5,492,907	5,864,914	6,024,659	5,841,753	4,900,781	3,361,403	1,090,895	(522,957)

TOTAL ESTIMATED USES

TOTAL ESTIMATED USES	5,047,662	5,519,907	5,622,828	6,076,879	5,893,973	4,953,001	3,413,623	1,143,115
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DETAIL OF TRANSFERS OUT:

Administrative Support	45,053	19,790	19,790	20,270	19,619	19,986	20,236	20,505
Allocation Credit	(6,355)	(3,745)	(3,745)	(3,221)	-	-	-	-
Insurance Assessment	1,589	1,142	1,338	1,338	1,381	1,453	1,517	1,570
Allocation Credit	107	(436)	(436)	(331)	-	-	-	-
Vehicle Maintenance Fees	33,172	51,249	51,249	40,000	40,000	40,000	40,000	40,000
	73,566	68,000	68,000	58,056	61,000	61,439	61,753	62,075



**Field Services
2014-2015
Departmental Summary**

DEPARTMENTAL DESCRIPTION

The Field Services department has four primary areas of responsibility: streets, which includes rights-of-ways and drainage, water distribution line maintenance, wastewater collection line maintenance and traffic, which includes signals, signs, pavement markings and roadway lighting. The department will accomplish a level of performance consistent with the character and integrity of a professional organization. Although maintenance services typically occur in a reactive environment, Field Services will continue to focus on proactive planning and maintenance activities, and will actively seek out opportunities for continuous improvement.

GOALS

1.	Field Services will proactively maintain Edmond’s over 1,300 lane miles of streets, over 105 miles of storm water infrastructure and applicable rights-of-ways, to a safe and dependable condition, while responding to emergency situations such as snow and ice events, flooding, high winds and other weather related events, in a timely and effective manner.
2.	Field Services will proactively maintain Edmond’s 99 signalized intersections, 38 school zone flashers, over 8,000 traffic signs, pavement markings and over 6,000 street/security lights, to ensure the safe travel of motorist on Edmond roads.
3.	Field Services will proactively maintain Edmond’s over 430 miles of sanitary sewer collection system, including over 10,000 manholes, to ensure safe collection and delivery of wastewater to the Wastewater Treatment Plant, while minimizing sanitary sewer overflows (SSOs).
4.	Field Services will proactively maintain Edmond’s over 500 miles of water distribution system, including over 4,000 hydrants, and over 27,000 service connections, to ensure the safe delivery of quality drinking water, in a cost effective manner.

STAFFING (FT-PT-S)

Current Level	Year 1	Year 2	Year 3	Year 4	Year 5
66-1-0	67-1-0	67-1-0	68-1-0	68-1-0	68-1-0

**Includes Field Services Street, Traffic Signs, Traffic Signals, Water Line, and Wastewater Line*

FUND BUDGET SUMMARY

Field Services Fund

FY 14-15

	Prior Year Actual FY 12-13	Current Year Budget FY 13-14	Current Year Actual (Est.) FY 13-14	BUDGET YEAR FY 14-15	Projected Budget FY 15-16	Projected Budget FY 16-17	Projected Budget FY 17-18	Projected Budget FY 18-19
ESTIMATED RESOURCES:								
REVENUES:								
Intergovernmental	233,027	-	-	-	-	-	-	-
Charges for Services	137,840	130,000	130,000	132,000	134,000	136,000	138,000	140,000
Interest	2,526	4,000	8,762	5,000	5,000	5,000	5,000	5,000
Miscellaneous Revenue	-	-	-	-	-	-	-	-
Subtotal - Revenues	373,393	134,000	138,762	137,000	139,000	141,000	143,000	145,000
OTHER RESOURCES:								
Debt/Loan Proceeds	-	-	-	-	-	-	-	-
Restricted Prior Year Reserves	629,985	1,149,763	1,149,763	489,211	-	-	-	-
Unrestricted Prior Year Reserves	-	-	-	-	-	-	-	-
TOTAL ESTIMATED RESOURCES	1,003,378	1,283,763	1,288,525	626,211	139,000	141,000	143,000	145,000

ESTIMATED USES

DIRECT COSTS BY FUNCTION:

Personal Services	3,863,460	4,327,878	4,362,765	4,527,158	4,713,502	4,816,709	4,917,094	5,009,573
Materials & Supplies	904,693	1,181,890	1,079,241	1,306,070	1,307,060	1,372,820	1,373,355	1,382,570
Other Services & Charges	1,144,777	1,377,725	1,227,901	1,409,568	1,417,318	1,560,361	1,565,311	1,571,461
Capital Outlay	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
TOTAL ESTIMATED COSTS	5,912,930	6,887,493	6,669,907	7,242,796	7,437,880	7,749,890	7,855,760	7,963,604

TRANSFERS:

Transfers In	8,765,414	8,496,937	8,496,937	9,727,640	10,474,817	10,823,660	10,925,665	11,077,530
Transfers Out (See detail below)	(2,706,099)	(2,588,344)	(2,626,344)	(3,111,055)	(3,175,937)	(3,214,770)	(3,212,905)	(3,258,926)
NET TRANSFERS IN (OUT)	6,059,315	5,908,593	5,870,593	6,616,585	7,298,880	7,608,890	7,712,760	7,818,604

OTHER USES:

Reserve for Council Special Projects	-	-	-	-	-	-	-	-
Reserve for Capital Improvements	-	-	-	-	-	-	-	-
Reserve for Other Restricted Purposes	1,149,763	304,863	489,211	-	-	-	-	-
Unassigned (Res for Emergencies & Shortfalls*)	-	-	-	-	-	-	-	-
TOTAL OTHER USES	1,149,763	304,863	489,211	-	-	-	-	-
TOTAL ESTIMATED USES	1,003,378	1,283,763	1,288,525	626,211	139,000	141,000	143,000	145,000

DETAIL OF TRANSFERS OUT:

Administrative Support	1,745,212	1,804,940	1,804,940	1,955,359	1,968,835	1,981,245	2,018,022	2,032,636
Allocation Credit	(233,452)	(200,504)	(200,504)	(88,370)	-	-	-	-
Fleet Lease Assessment Fee	421,997	449,586	449,586	492,189	510,612	527,307	540,380	559,833
Fleet Transfers - Additional Fleet	215,316	52,600	52,600	211,058	70,000	65,000	-	-
Insurance Assessment	153,562	204,633	204,633	240,541	242,490	251,218	259,253	265,957
Allocation Credit	(11,609)	(71,911)	(71,911)	(78,222)	-	-	-	-
Vehicle Maintenance Fees	391,855	349,000	387,000	378,500	384,000	390,000	395,250	400,500
TOTAL	2,706,099	2,588,344	2,626,344	3,111,055	3,175,937	3,214,770	3,212,905	3,258,926

M E M O



TO: Larry Stevens, City Manager CC: Steve Commons, ACM-Administration
FROM: Lisa Goodpasture, HR Director Ross Vanderhamm
DATE: April 21, 2014
SUBJECT: 2014-2015 HR Annual Budget Report

This has been a very busy year for the Human Resources Department as we continue to face new challenges related to labor relations, new and/or revised regulatory requirements, recruitment and workforce placement.

Employment: Since July 1, 2013, (to date) we have processed 2048 applications for full-time positions and, as you know, we only take applications when we have open positions. Approximately 154 candidates applied for 8 Police Officer positions. These positions were filled February 3, 2014. During this same period we hired 42 new full-time employees to fill existing vacancies and approved new positions. There were a total of 34 full-time employees that separated from the City. Separation includes quits, retirements, and discharges. So, based on 681 full-time active positions, our turnover rate to date for F/Y 2014 is 4.71%. The turnover rate is up .81% from this time last fiscal year. According to the Bureau of Labor Statistics the national turnover rate (for all industries) in 2013 is 3.2%. The average turnover rate for Oklahoma is 16.5% for calendar year 2012. 2013 state data has not yet been published. Supplemental data will be provided for the entire fiscal year after July 1, 2014.

Labor Relations:

- **General Employees:** A recommendation has been made to Council for a 3% across-the-board increase for general employees.
- **FOP -** The City and the FOP successfully negotiated a three year contract beginning fiscal year 2013/14 through fiscal year 2015/16. Both parties agreed to a specific percent of increase based on available revenues and City Council approved allocation of funds in each of the applicable years. Effective July 1, 2013 police union personnel received 2.5% across-the-board increase along with a 2.5% across-the-board increase in January 1, 2014. Fiscal year 2014/15 and 2015/16 across-the-board increases will be based on available revenues and council approval. The City also entered into an agreement with the FOP to extend the temporary trial period of ten (10) hour shifts for officers who are assigned to 2nd and 3rd shift in the Patrol Division. This agreement will remain in effect until approximately July 1, 2016.
- **IAFF –** The City and the IAFF successfully negotiated a three year contract beginning fiscal year 2013/14 through fiscal year 2015/16. Both parties agreed to the following:

<u>Fiscal Year</u>	<u>Percent of Increase</u>	<u>Effective Date</u>
2013-2014	3.78%	July 1, 2013
2014-2015	3.00%	July 1, 2014
2015-2016	3.00%	July 1, 2015

At the time we agreed to a three (3) year contract, the City and the IAFF agreed to a “reopener” of the Fiscal Year 2013-2016 Contract for the following items:

- Modification of the Majors pay scale – currently negotiating proposal
- Call Back - currently negotiating proposal
- Battalion Chief Standing List – agreed by both parties to pull proposal off the table
- Special Operations Teams – currently negotiating proposal

The City’s and IAFF’s negotiation team have had successful discussions on the current open proposals and hope in the near future come to a positive resolution.

I will keep you posted on the progress being made with negotiations and resolutions of issues related to our current budget process.

Time and Attendance System: The Payroll Department has diligently been working on the implementation of the new time and attendance system for all employees. The City’s time and attendance is very difficult to set up and implement due to lack of administrative time to commit to the system and the time recording variables of each department. Time keeping is not one size fits all. The implementation is in the first phase of a five phase process. At this time eight departments have been brought on-line and successfully using the system.

- Phase I will *end* May/June 2014
- Phase II will *begin* September 2014
- Phase III will *begin* November 2014
- Phase IV will *begin* February 2015
- Phase V will *begin* April/May 2015

This will be a significant step forward for the entire organization as well as for employees. Employees will have greater access to their own personal information related to pay and benefits. Supervisors will have greater ease in reporting, more accurate data, and significantly more detailed information to assist them in scheduling, staffing, pay and benefit information, leave approval, etc.

Training: The City of Edmond continues to place a high priority on training for employees at all levels within the organization. During this past year we have provided training opportunities through our partnership with Strategic Government Resources (SGR), Francis Tuttle - Center for Municipal Excellence (CME), the Oklahoma Municipal Power Authority (OMPA), Municipal Electric Systems of Oklahoma (MESO), Oklahoma Municipal League (OML) and our own Human Resources Department. Training proposed for this next fiscal year is as follows:

- CME: The purpose of the CME is to provide a high quality, comprehensive training program for the Municipal Services profession “Program”. The Program focuses on safety

culture, professional aptitude, behavioral skills, customer services, and operational readiness for Public Works employees. Effective July 1, 2014, Francis Tuttle and the City have agreed to provide \$50,000 per fiscal year to support the operations of the CME. It is the parties' intent that by June 30, 2016 the CME will be fully self-sustaining.

- SGR Blended Learning: SGR has proposed an agreement that will encompass seven (7) live in-house sessions hosted at either Edmond or the City of Midwest City, along with utilizing a Learning Management System (LMS). LMS is a self-paced employee on-line training and the course content consists of approximately 49 local government specific courses. The system includes sophisticated tracking and reporting, the ability to upload, store and assign content. We are in current discussions with our Managers and Supervisors to see if they would benefit from this type of learning.
- Additional 2014-15 training opportunities for City employees:
 - Five (5) sessions provided by MESO (each session presented twice for staggered attendance)
 - One (1) class provided by OMPA
 - Computer Training – Microsoft 2013 (Word and Excel programs)
- Multiple trainings conducted by internal personnel:
 - Three levels of orientation for new employees provided throughout the year
 - Crucial Conversations provided internally

One of the most frequent requests we get related to this subject is to provide more training for supervisors and managers that is “Edmond specific.” The following list is by no means complete and the list keeps growing but this will include such subjects as:

- Coaching, counseling and feedback
- Documentation and discipline
- Performance Management
- Personnel Policy Review and Administration

You will be getting more information about these opportunities in supplemental reports during the coming year.

Health Benefits and Wellness Programs: We have continued our aggressive approach to providing information to all employees related to our insurance plans both during our annual open enrollment as well as other opportunities throughout the year.

We have two levels of health insurance plans (what we call “standard” and “enhanced”) with different premiums, co-pays, etc., to allow employees to more effectively choose a health plan that meets their individual needs.

We continue to look at cost saving measures related to this major expenditure and benefit for our organization and employees. The Insurance Committee recommended for Calendar year 2014 to implement an overall increase to employees of \$15 for each plan except for the Standard (single) plan. Healthcare costs and all services related to those cost continue to increase. However, we are seeing an increasing awareness and a sense of ownership from employees regarding the need to be vigilant in the

use of those benefits. Currently the City's prescription cost per member per month exceeds the national average of 6%-8% as ours is 10%. The medical national average is 7.50% - 8% and the City is 9% below the national average. With Rx and Medical combined we are about flat.

<u>Calendar Year Comparison</u>	<u>2012</u>	<u>2013</u>
Medical	\$5,438,333	\$5,000,520
Prescription	\$1,661,565	\$1,828,899

In 2014 we will be seeking Request for Proposals for the following:

- Insurance Broker/Consultant Services – Current broker McGriff, Seibels & Williams
- Third Party Administrator – medical, dental vision – Current TPA Aetna
- Flexible Spending Account (FSA) – Currently contracted with Flex Plan Services
- Prescription Provider – Currently contracted with Action Pharmaceutical Consulting/US Script
- Voluntary Products – STD, Cancer, Accident, Term Life

Health Care Reform Law, Patient Protection and Affordable Care Act (ACA) of 2010: If an employee was employed on average at least 30 hours of service per week during the 12 consecutive months, which is the standard measure period, the employer must offer that employee health insurance for a set period of time. This mandate will impact the City because we now have to monitor variable hour employees (part-time, seasonal and temp to hire). If they meet the standards above, according to the ACA, the City will be offering those employees insurance and if they accept, the insurance will be in effect for the next 12 months. Mandate is in effect January 1, 2015. The Human Resources Department will be closely monitoring employee eligibility to ensure compliance mandated by the Affordable Care Act.

Wellness programs: The wellness program is well received by our City of Edmond employees. January, 2014 the City offered a Weight Watchers and Biggest Loser Program with incentives, both programs running concurrently. The Biggest Loser Program ended in March and the Weight Watchers program will end in May. The City initially had 79 participants and the goal was to lose 1,000 pounds. To date program participants are 67.50 pounds away from reaching the 1,000 pound goal. It has been reported to HR individual employee success stories that because of this program and the incentive to lose weight, will have an impact on the insurance plan. Such participation includes such functions or opportunities as:

- Monthly Wellness Luncheons with speakers on health related topics
- Online Wellness Programs such as walking programs, programs designed to reduce stress and boost energy
- Ladies Self Defense Classes
- The Employee Health Fair which, in addition to providing valuable information from participating vendors, also included opportunities for flu shots, lab work, and generalized assessments related to eye care, hearing, chiropractic assessments, etc.
- Points which lead to Incentives (leave time, prizes, etc.) for completion of risk assessments, annual physicals, walking/running programs, participation in marathons, etc.

In the fiscal 2014/15 it is HR's goal to analyze the impact of the wellness program on health and cost outcomes.

Health Clinic:

We have been working to develop a health care clinic for our employees and family members covered under our health plan and have hired CareATC as the third party administrator. The clinic will provide convenient access for basic health care services. The clinic will initiate a Personal Health Assessment (PHA) for those that wish to use the services of the clinic and seek to develop a health plan for each individual. The clinic's goals are to pro-actively deal with the health care needs of our employees. Trying to catch health problems before they become big health problems could help contain or slow our growing health insurance claims. There is no cost to employees or dependents (age 2 & up) covered under our plan to utilize the clinic. One doctor and two medical assistants will be hired to work for 25 hours per week initially.

The clinic will be located in the southwest corner of the Downtown Community Center (DCC) located at 28 East Main Street. The construction contract was awarded to Steel-Built Construction LLC at the March 24th City Council Meeting. The contractor has 90 days to complete the project. Once the construction is complete, CareATC needs 2-3 weeks to move in equipment and have the clinic ready for operation.

RECOMMENDED POSITION INCREASES/DECREASES/CHANGES: Included with this report is a detailed listing of the recommended position requests received and reviewed by the Personnel Review Committee. This Committee, made up primarily of rank and file employees, meets annually to review requests from departments for new positions, both additions as well as position changes due to departmental reorganization. To date, the City has 699 actual authorized full-time positions. If the attached changes are approved for fiscal year 2014/15, this will bring our total number of authorized full-time positions to 712 which is a 1.85% increase.

Positions presented to the Personnel Review Committee Recommended immediate (FY 13/14) position changes based on needs of the department				
Water Resources	Wastewater Plant	Wastewater Plant Operator	New	1
IT	IT	Systems Administrator	Reorg	0
Fire	Fire	Administrative Specialist II	Recla in Grade	0
Building Code Inspection	Building Code Inspection	Plan Review Supervisor	Recla in Grade	0
Building Code Inspection	Building Code Inspection	Plan Review Specialist	New	1
Police	Police - Admin	Operations Support Tech	Recl in Grade	0
Police	Police	Police Officers	New	4 - hired to fill recruit class FY13/14
Administrative Services	Marketing	Special Events Coordinator	New	1
Community Image	Code Inspections	Code Inspector (Oil/Gas)	New - PT	0.5
		POSITION ADJUSTMENTS TO FY 13/14		7.5

RECOMMENDED POSITION INCREASES/DECREASES/CHANGES FOR FISCAL YEAR 2014/2015				
Department	Division	Position Title	Change	Net Gain - FT Positions
Park	Kickingbird Golf	Golf Maint Worker I	New	1
Public Works	Field Services - Traffic	Traffic Apprentice	New	1
Fire	Fire	Deputy Fire Chief	New	1 (pending union approval)
Utility Customer Services	Contract Services	Contractual Service Rep	New	1
Utility Customer Services	Customer Service	Customer Service Rep	New	1
Utility Financial Services	Financial Services	Finance Service Rep	New	1
Facility Maintenance	Downtown Community Ctr	DCC Asst. Coordinator	New - PT	0.5
Police	Police - Admin	Operations Support Tech	Recl in Grade	0
Electric	Electric	CAD/GIS Tech	Recl in Grade	0
Police	Police	Jailer Supervisor (Civilian)	New	1 (filled 6 mo. prior to opening of PSC)
Police	Police	Jailer (Civilian)	New	2 (filled 6 mo. prior to opening of PSC)
Police	Police	Records Clerk (Civilian)	New	1 (filled 6 mo. prior to opening of PSC)
		2014-2015 TOTAL NET GAIN		10.50

Positions submitted to Personnel Review Committee. May be considered in future years, based on justification and availability of funds.					
Department	Division	No. of Position Requested	Position	Proposed Year	
Police	Criminal Investigation	Upgrade of existing position	Sergeant	15/16	
Utility Customer Service	Customer Service	New - Full-time	Customer Service Rep I	15/16	
Utility Customer Service	Contractual Service	New - Full-time	Contractual Service Rep I	16/17	
Utility Customer Service	Customer Service	New - Full-time	Customer Service Rep I	16/17	
Utility Customer Service	Customer Service	New - Full-time	Customer Service Rep I	17/18	
Utility Financial Services	Financial Service	New - Full-time	Financial Services Rep I	16/17	

Five Year Capital Outlay by Funding Source

Description	Fund	FY14-15	FY15-16	FY16-17	FY17-18	FY18-19
Sirens	Emergency Management	50,000	50,000	50,000	50,000	50,000
	Subtotal Emergency Management	50,000	50,000	50,000	50,000	50,000
Street Rehab Resurf & Reconst	General Fund - Street & Alley	900,000	920,000	700,000	945,000	950,000
	Subtotal General Fund	900,000	920,000	700,000	945,000	950,000
Development of Carl Reherman Park	Parks Tax Fund	325,000	350,000			
Signage for Park Entrances/Bldg Lettering	Parks Tax Fund	10,000	40,000			
Playground Improvements	Parks Tax Fund		75,000			
Resurfacing Basketball Courts/Lighting	Parks Tax Fund		30,000			
Golf Maintenance Building Development	Parks Tax Fund	700,000				
KB Water Tank Maintenance Analysis	Parks Tax Fund	8,000				
Splash Pads	Parks Tax Fund		250,000			
Refurbish Stephenson Playground	Parks Tax Fund		110,000			
Stephenson Park - Resurface Basketball Court	Parks Tax Fund		10,000			
Resurface Neighborhood Basketball Court	Parks Tax Fund			30,000		
Hafer Park Shade Structures	Parks Tax Fund	65,000				
Hafer Park - Tot Lot Playground	Parks Tax Fund			45,000		
Hafer Playground Circle	Parks Tax Fund				200,000	
New Playground by Pavilion - Bickham-Rudkin Park	Parks Tax Fund		50,000			
Edmond 66 Park - Playground Shade Structures	Parks Tax Fund	50,000				
Blake Soccer Complex-Fence Imp on Danforth	Parks Tax Fund		10,000			
Blake Soccer Complex-Synthetic Turf Workout Area	Parks Tax Fund			750,000		
Implementation of Park Master Plan	Parks Tax Fund				400,000	
Trail Development	Parks Tax Fund			450,000		
Art in Public Places 1% for GC Maintenance Bldg	Parks Tax Fund	7,000				
Art in Public Places 1% CIP	Parks Tax Fund		12,000	12,000	8,500	4,500
	Subtotal Parks Tax Fund	1,165,000	937,000	1,287,000	1,058,500	454,500
Tree Replacement	Fire Public Safety Limited Tax	15,000				
Station #3 Retention Area	Fire Public Safety Limited Tax	20,000				
Station #4 Retention Wall	Fire Public Safety Limited Tax	125,000				
Station #3Kitchen/Bathroom Remodel	Fire Public Safety Limited Tax	20,000				
Tech Rescue Rubble Pile	Fire Public Safety Limited Tax	30,000				
EMS Skills Lab Addition Station #5 Bldg C	Fire Public Safety Limited Tax	25,000				
Driving Simulator	Fire Public Safety Limited Tax			150,000		
Video Conferencing/Training System	Fire Public Safety Limited Tax		250,000			
Children's Safety Village Maintenance	Fire Public Safety Limited Tax		25,000			
Training Grounds Infrastructure	Fire Public Safety Limited Tax		250,000	265,000	265,000	265,000
Vehicle Extrication Equipment	Fire Public Safety Limited Tax		220,000			
Hazardous Materials Tech Support Props	Fire Public Safety Limited Tax	300,000				
Hazardous Materials Rail Car Prop	Fire Public Safety Limited Tax	95,000				
Thermal Imaging Camera	Fire Public Safety Limited Tax	13,000	13,000	26,000	13,000	

Five Year Capital Outlay by Funding Source

Description	Fund	FY14-15	FY15-16	FY16-17	FY17-18	FY18-19
In-Car Camera System	Fire Public Safety Limited Tax				100,000	
Automated External Defibrillator	Fire Public Safety Limited Tax	11,000			12,000	
Defibrillator - Life Pak	Fire Public Safety Limited Tax	90,000	90,000	90,000	45,000	45,000
Telestaff	Fire Public Safety Limited Tax					50,000
Arial Observation Platform	Fire Public Safety Limited Tax	225,000				60,000
Mobile CAD	Fire Public Safety Limited Tax	550,000				
SCBA Airpaks	Fire Public Safety Limited Tax					
	Subtotal Fire Public Safety Limited Tax	1,519,000	848,000	531,000	435,000	420,000
Motor Vehicle	Police Public Safety Limited Tax	20,000				
Audio/Video Equipment	Police Public Safety Limited Tax	22,000				
	Subtotal Police Public Safety Limited Tax	42,000	-	-	-	-
In Car Video Systems for Supervisors	Asset Forfeiture Fund	33,000				
Cellbrite Forensic Device for CIP	Asset Forfeiture Fund	8,600				
Fencing at PD Training Center	Asset Forfeiture Fund	18,000				
	Subtotal Asset Forfeiture Fund	59,600	-	-	-	-
Community Art Capital Outlay Projects	Art in Public Places Fund	110,000	110,000	110,000	110,000	110,000
	Subtotal Art in Public Places	110,000	110,000	110,000	110,000	110,000
ADA Improvements	Capital Improvements Fund		200,000	200,000	200,000	200,000
Kicking Bird Golf Driving Range Expansion	Capital Improvements Fund	200,000				
School Zone Improvements	Capital Improvements Fund	60,000				
	Subtotal Capital Improvements Fund	260,000	200,000	200,000	200,000	200,000
Sidewalk Projects	1996 Capital Improv Tax Fund	181,702				
	Subtotal 1996 Capital Improv Tax Fund	181,702	-	-	-	-
Capitalized Consulting Costs	2000 Capital Impr Tax Fund	120,000	120,000	120,000	120,000	120,000
Street Rehab Resurf & Reconst	2000 Capital Impr Tax Fund	2,050,000	2,101,000	2,154,000	2,208,000	2,263,000
15th & Broadway Intersection Imp.	2000 Capital Impr Tax Fund				200,000	
Danforth & Thomas Intersection/Roadway	2000 Capital Impr Tax Fund		500,000	1,000,000		
Kelly & Danforth Intersection Improvements	2000 Capital Impr Tax Fund		1,200,000			
Intelligent Traffic System	2000 Capital Impr Tax Fund	680,000		680,000		
Covell Parkway - I35 Interchange	2000 Capital Impr Tax Fund	5,500,000				
Covell Parkway - Next Section	2000 Capital Impr Tax Fund				4,500,000	
	Subtotal 2000 Capital Impr. Tax Fund	8,350,000	3,921,000	3,954,000	7,028,000	2,383,000

Five Year Capital Outlay by Funding Source

Description	Fund	FY14-15	FY15-16	FY16-17	FY17-18	FY18-19
Public Safety Center	2012 Capital Impr Tax Fund	19,000,000	7,000,000			
	Subtotal PSC Capital Improv Tax Fund	19,000,000	7,000,000	-	-	-
Elec Dist Construction	PWA Electric Utility Fund	3,356,000	3,413,120	2,971,382	3,530,810	4,091,186
Machinery & Tools	PWA Electric Utility Fund	6,000	6,000	6,000	6,000	6,000
Radio/Communication Equipment	PWA Electric Utility Fund	300,000	150,000	200,000	150,000	150,000
Testing Equipment	PWA Electric Utility Fund	12,000	12,000	12,000	12,000	12,000
Burgett Substation	PWA Electric Utility Fund	-	-	-	-	2,500,000
Substation Projects	PWA Electric Utility Fund	250,000	220,000	230,000	250,000	260,000
	Subtotal PWA Electric Utility Fund	3,924,000	3,801,120	3,419,382	3,948,810	7,019,186
New Meter Installs	PWA Water Utility Fund	200,000	200,000	200,000	200,000	200,000
Existing Line Replacement	PWA Water Utility Fund	100,000	100,000	3,632,929	3,805,493	3,986,254
Danforth Tower Painting	PWA Water Utility Fund	900,000				
Pump Control System for the GAC and Decant Pu	PWA Water Utility Fund	18,000				
Replace Heat Tape and Pipe Insulation - GAC Ve	PWA Water Utility Fund	125,000				
Replace Front End Loader	PWA Water Utility Fund	250,000				
TOC Analyzer	PWA Water Utility Fund	50,000				
Northwest Complex Tower and upgrades	PWA Water Utility Fund	5,000,000				
REPLACE EXISTING PUMPS	PWA Water Utility Fund	75,000	75,000	35,000	35,000	35,000
Replace Lime Slaker	PWA Water Utility Fund	150,000				
Well 69 Construction	PWA Water Utility Fund	450,000				
Master Plan Engineering	PWA Water Utility Fund	3,200,000	10,200,000			
Master Plan Construction	PWA Water Utility Fund	1,500,000	1,000,000	1,000,000		
Master Plan Property Acquisition	PWA Water Utility Fund	1,600,000	550,000			
Install New VFD's on Well Rehab	PWA Water Utility Fund	85,000	40,000	40,000	40,000	40,000
Well down hole pipe replacement	PWA Water Utility Fund	18,007	20,007	22,007	24,007	24,007
Well services	PWA Water Utility Fund	180,000	180,000	185,000	185,000	185,000
Well pumps and motors	PWA Water Utility Fund	215,000	215,000	220,000	220,000	220,000
Well House Electrical	PWA Water Utility Fund	55,000	60,000	60,000	60,000	60,000
	Subtotal PWA Water Utility Fund	14,028,007	12,783,007	5,394,936	4,569,500	4,750,261
Containers New & Replacement	PWA Solid Waste Utility Fund	60,000				
	Subtotal PWA Solid Waste Utility Fund	60,000	-	-	-	-
Master Plan Engineering	PWA Wastewater Utility Fund	10,000,000	5,000,000			
Existing line replacement	PWA Wastewater Utility Fund	100,000	100,000	100,000	100,000	100,000
Laboratory Equipment Washer	PWA Wastewater Utility Fund	10,000				
	Subtotal PWA Wastewater Utility Fund	10,110,000	5,100,000	100,000	100,000	100,000

Five Year Capital Outlay by Funding Source

Description	Fund	FY14-15	FY15-16	FY16-17	FY17-18	FY18-19
Pine Oak STS	Drainage Utility					1,300,000
Cedar Ridge STS	Drainage Utility			600,000		
Meadowlake/Brookwood ESMTS	Drainage Utility	485,000				
Rustling Hills Drainage	Drainage Utility				250,000	
Willow Creek	Drainage Utility	450,000				
Morning Star/Crossbow ESMTS	Drainage Utility		663,417			
Ramblewood Hills	Drainage Utility					250,000
Huntwick STS	Drainage Utility	306,800				250,000
Taurus Dr. Flume/Craig Blvd Box	Drainage Utility	110,000	170,000	169,000	100,000	90,000
Capitalized Consulting Costs	Drainage Utility	1,351,800	833,417	769,000	350,000	1,890,000
	Subtotal Drainage Utility Fund					
Fairway Unit	KickingBird Golf Course Fund	50,000	50,000			
Gas Carts 4x2	KickingBird Golf Course Fund	8,000				
Electric Utility Cart	KickingBird Golf Course Fund		7,000			
Top Dresser	KickingBird Golf Course Fund				21,000	
Trim Mower	KickingBird Golf Course Fund				30,000	
Greens Mowers	KickingBird Golf Course Fund			57,000		57,000
	Subtotal KickingBird Golf Course Fund	58,000	57,000	57,000	51,000	57,000
Virtualization for voice & network services	Admin Support Services-Central Comm	140,000				
Air Conditioner Replacements	Admin Support Services-Facility Maint.	86,164	76,822	53,628	55,469	
PSC Parking Lot Lights	Admin Support Services-Facility Maint.					13,262
Computer System Equipment	Admin Support Services-I.T.	500,000	500,000	500,000	500,000	500,000
Audio/Visual Equipment Upgrades	Admin Support Services-Marketing/Channel 20	40,000	50,000	40,000	40,000	40,000
	Subtotal Admin Support Services	766,164	626,822	593,628	595,469	553,262
Machinery & Tools	Fleet Management Fund	309,688	249,484	256,474	263,664	271,002
Motor Vehicle Fleet Replacement	Fleet Management Fund (All divisions)	2,400,215	2,175,148	2,179,199	2,145,031	2,218,855
	Subtotal Fleet Management Fund	2,709,903	2,424,632	2,435,673	2,408,695	2,489,857
Total Capital Outlay		\$ 64,645,176	\$ 39,611,998	\$ 19,601,619	\$ 21,849,974	\$ 21,427,066
FIVE YEAR TOTAL		\$ 167,135,833				

(Notice as published)

(SEE ATTACHED)

Proof of Publication

Oklahoma County, State of Oklahoma

THE CITY OF EDMOND, Case No:
OKLAHOMA
BUDGET SUMMARY - ALL FUNDS
FISCAL YEAR 14-15

Affidavit of Publication

State of Oklahoma, County of Oklahoma, ss:
I, the undersigned publisher, editor or Authorized Agent of the Legal Notices, do solemnly swear that the attached advertisement was published in said paper as follows:

1st Publication April 29, 2014

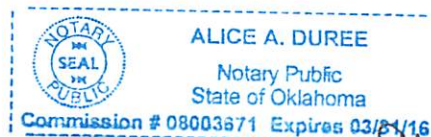
That said newspaper is in the city of Edmond, Oklahoma County, Oklahoma, a Daily newspaper qualified to publish legal notices, advertisements and publications as provided in Section 106 of Title 25, Oklahoma Statutes 1971, as amended, and complies with all other requirements of the laws of Oklahoma with reference to legal publications.

That said Notice, a true copy of which is attached hereto, was published in the regular edition of said newspaper during the period and time of publications and not in a supplement, on the above



Signature

Subscribed and sworn before me on this 29th day of April 2014.



My commission expires March 31, 2016.

Notary Public

Commission # 08003671

Cost of Publication \$ 226.80

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The Edmond Sun
P. O. Box 2470
Edmond, OK 73034-7363

(LPXLP)

Published In The Edmond Sun, Edmond, Oklahoma 73034, April 29, 2014.

Notice is hereby given that the City Council of Edmond, Oklahoma, will hold a public budget hearing at the following date and time: Friday, May 9th, 2014 9:00 a.m. in the City Council Chambers, 20 South Litter, for the purpose of accepting written and oral comments and for holding open discussion on the proposed budget for the fiscal year 2014-15. The proposed budget may be examined on weekdays at the City Administration Building, 7 N Broadway between 8:00 am and 5:00 pm.

THE CITY OF EDMOND, OKLAHOMA
BUDGET SUMMARY - ALL FUNDS
FISCAL YEAR 14-15

Table with columns: GENERAL FUND, SPECIAL REVENUE FUNDS, CAPITAL PROJECT FUNDS, ENTERPRISE FUNDS (UTILITY, OTHER), INTERNAL SERVICE FUNDS, COMBINED FUNDS. Rows include: ESTIMATED RESOURCES (REVENUES, OTHER RESOURCES), ESTIMATED USES (DIRECT COSTS BY FUNCTION, DEBT SERVICE COST, TRANSFERS IN, TRANSFERS OUT, OTHER USES), and TOTAL ESTIMATED RESOURCES, TOTAL ESTIMATED COSTS, TOTAL NET TRANSFERS, TOTAL ESTIMATED USES.

* LEVEL OF EMERGENCY RESERVES:

Table with 2 columns: Metric (Percentage of Total Revenue, Number of Days of Revenue) and Value (11.98%, 44, 22.25%, 81).

City Council

Item # 5. A. 9.

Meeting Date: 07/14/2014

Submitted For: Steve Commons

Submitted By: Steve Commons, City Manager's Office

Information

Item

Approval of a Supplemental Appropriation that allows the Visual Arts Commission to expend additional donated funds for art; \$114,500.

Background

As we approached the end of the year, we had a flurry of activity with our public art. During the fiscal year we had a couple of art pieces which had donations which exceeded our 50-50 match. Private contributions covered costs of a couple of larger art pieces that exceeded the City's matching contribution limit of \$35,000. This caused us to run short of budget authority as we approached year-end activity. Instead of trying to amend last year's budget, we are requesting that you amend the current year budget to cover the expenses for the art pieces we were unable to process right at the end of the year. The two art pieces are "New Heights of Knowledge-A Bigger Picture" and "Water's Edge".

In both of these cases the funds were deposited in last year's revenue to cover expenses.

Time Frame

The budget will be amended upon City Council approval.

Issue

By processing this amendment it will not take anything away from the current year's budget plan for public art.

Recommendations

Approve Supplemental Appropriation.

Action Needed

Approve Supplemental Appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$114,500

Budgeted Item Y/N or N/A: N

Account:

Restricted (Reserve for Specific Fund Purposes) \$114,500

123004 8434 Art in Public Places Fund - Art Capital Outlay \$114,500

City Council

Meeting Date: 07/14/2014

Item # 5. A. 8.

Submitted For: Steve Commons

Submitted By: Steve Commons, City Manager's Office

Information

Item

Approval of a Supplemental Appropriation for the completion of an employee parking area on 3rd Street; \$35,000.

Background

We initiated construction of a parking lot on 3rd Street in the previous location of the Animal Welfare Building. The purpose of the lot is to create a secure parking area for city vehicles which are presently parked overnight in the public parking areas in our downtown campus area. This parking lot is where employees can leave their personal vehicles and pickup their city vehicles to begin and end their workday. The new lot has 40 parking spaces. Originally, this was budgeted to be constructed in the previous fiscal year. The paving work has been completed, but fencing, security access and security lighting need to be installed. This supplemental appropriation will take the balance not spent in the previous budget year and move the budget authority to the current fiscal year.

Time Frame

The appropriation will occur upon City Council approval.

Issue

The completion of the lot should provide some relief for some of the parking issues that we are currently experiencing in the downtown campus area.

Recommendations

Approval of the Supplemental Appropriation.

Action Needed

Approval of the Supplemental Appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$35,000

Budgeted Item Y/N or N/A: N

Account:

Restricted (Reserve for Capital Improvements) \$35,000

332007 8404 2012 Public Safety Center Projects - Land Betterment \$35,000

City Council

Item # 5. A. 7.

Meeting Date: 08/11/2014

Submitted For: Ross VanderHamm

Submitted By: Kelly Neal, Finance

Information

Item

Approval of Transfer of Appropriation for Utility Customer Service; \$10,000.

Background

Utility Customer Service budgeted in FY2015 costs associated with the hire of new employees approved by the City Manager. Some of those costs were furniture for the staff. After reconfiguration of current office cubicles and utilizing old pieces, the department will be purchasing a new 4 quad cubicle. The amount of this furniture makes it fall into the category of a fixed asset. At the time the budget was presented and adopted it was placed in office supplies. This request is to move a portion to the capital assets line item. This will not increase the budget overall just allow proper accounting of such purchase.

Time Frame

FY2014-2015

Issue

Approval to transfer funds to the proper category for the purchase of office furniture that is classified as a capital asset.

Recommendations

Staff recommends approval.

Action Needed

Council approval of transfer of appropriation.

Public Notification

Council Agenda packet.

Fiscal Impact

Funding/Cost: \$10,000

Budgeted Item Y/N or N/A: Y

Account:

FROM: Utility Customer Service: Office Supplies 652641-8201

TO: Utility Customer Service: Capital Furniture/Equipment 652641-8415

Attachments

No file(s) attached.

City Council

Item # 5. A. 10.

Meeting Date: 07/14/2014

Submitted For: Glenn Fisher

Submitted By: Glenn Fisher, Edmond Electric

Information

Item

Approval of Transfer of Appropriation for Edmond Electric; \$2,500,000.

Background

Due to higher natural gas prices, wholesale electric purchase costs have exceeded budget estimates for FY13-14. To cover the increased costs, a transfer of funds from the Transfers category to the Other Services and Charges category is necessary and will maintain state law requirements and not increase the Edmond Electric budget.

Time Frame

FY13-14 upon approval by City Council

Issue

Request Approval of Transfer of Appropriation within Edmond Electric's budget from Transfers to Other Services and Charges-Wholesale Electric Purchases

Recommendations

Staff recommends approval of the transfer

Action Needed

City Council approval

Public Notification

City Council agenda

Fiscal Impact

Funding/Cost: \$2,500,000

Budgeted Item Y/N or N/A: N

Account:

From: 562032-8803 Interfund Transfer-General Fund (\$2,000,000) and 562032-8835 Transfers-EEDA (\$500,000)

To: 562032-8304 Other Services and Charges-Wholesale Electric Purchases (\$2,500,000)

Attachments

No file(s) attached.

City Council

Item # 5. A. 7.

Meeting Date: 07/28/2014

Submitted For: Steve Manek, Engineering

Submitted By: Kay Northcutt

Information

Item

Approval of Transfer of Appropriations for the Bridge Replacement Project, Bryant north of 15th Street; \$44,488.13.

Background

The contract amount, including Change Order #1, was \$1,558,494.65. Payments through the end of December 2013 totalled \$1,504,937.02, leaving a balance of \$53,557.63 in encumbered funds. Because Change Order #1 indicated it was to reconcile final quantities, the purchase order was closed after July 1, 2014, releasing the remaining funds encumbered for the project. Staff has learned that closing the purchase order was in error.

The date of the last payment recorded was January 16, 2014. The contractor has submitted a Change Order decrease, reducing the contract by \$9,069.50, which leaves a final contract amount of \$1,549,425.15. Therefore, Change Order #2 is being presented for consideration under a separate agenda item.

It has taken more than 6 months for the contractor to submit a final pay application due to disruptions within his company and his inability to obtain the necessary lien releases to final the project. However, the contractor is owed \$44,488.13.

This Transfer of Appropriations is to allow the transfer of the necessary funds back into the project account so that the final payment can be made, fairly compensating the contractor for work already completed.

Time Frame

Immediate upon approval.

Issue

Fairly compensating the contractor for work performed.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve.

Public Notification

Posted Agenda.

Fiscal Impact

Funding/Cost: \$44,488.13

Budgeted Item Y/N or N/A: Y

Account:

FROM: 1996 Capital Improvement Tax Fund-Restricted Reserves for Capital

TO: 1996 Capital Improvement Tax Fund-Bridge Replacement

337007-8440 - Bridge Replacement Bryant N of 15th Street

Attachments

No file(s) attached.

City Council

Item # 5. A. 8.

Meeting Date: 08/11/2014

Submitted For: Steve Commons

Submitted By: Steve Commons, City Manager's Office

Information

Item

Approval of Transfer of Appropriation from the Public Safety Center Capital Improvement Fund to Arts in Public Places Fund for public art at the new Public Safety Center; \$79,250.

Background

With the development of the Public Safety Center Project, up to 1% of the project costs shall be set aside for public art. Discussion and consideration of specific art has been discussed and approved first with the Senior Steering Committee on the Public Safety Center then through the Visual Arts Commission. They have approved and commissioned a statue with an Edmond policeman and a child on a bench to be created and placed in front of the Public Safety Center. Because the piece will take a number of months to create and the Steering Committee wanted the piece available when the building opened, they have proceeded at this time so that can occur.

Time Frame

The funds will be transferred upon City Council approval.

Issue

Because this is a commissioned piece of art and needs a number of months for its creation, the Senior Steering Committee working with the Visual Arts Commission wants to proceed prior to the building completion with the acquisition of some of the public art related to the project. The transfer of funds moves that portion of the 1% for public art into the Art in Public Places Fund and increases the budget authority for the expenditure.

Recommendations

Approval of Transfer of Appropriation.

Action Needed

Approval of Transfer of Appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$79,250

Budgeted Item Y/N or N/A: N

Account:

Fom: Public Safety Center - Capital Improvement Fund Restricted (Reserve for Capital Improvements)
\$79,250

To: Public Safety Center- Capital Improvement Fund Transfer Out-Art in Public Places 332001-8808
\$79,250

FROM: Art in Public Places – Transfers In 123004-7900 \$79,250

TO: Art in Public Places – Art Capital Outlay 123004-8434 \$79,250

Attachments

No file(s) attached.

City Council

Item # 5. A. 9.

Meeting Date: 08/11/2014

Submitted For: Steve Commons

Submitted By: Steve Commons, City Manager's Office

Information

Item

Approval of a Supplemental Appropriation to use prior year unexpended street rehabilitation funds for street work in the current fiscal year; \$2,000,000.

Background

As we approached the end of the prior fiscal year, bids were solicited for the annual street rehabilitation program which was budgeted at \$2 million. The bid tried to solicit a new type of application process of the oil to help seal the street prior to the overlay. When the bids were received, we found the new application process was more expensive than we anticipated, so bids were rejected. Since it was too late in that fiscal year to rebid, it was determined that combining last year's rehabilitation work with this fiscal year's rehabilitation work would be the best process. Those bids have already been received and approved. This action increases the budget authority for that category of the budget to reflect the funding of two fiscal years of street rehab work in the current fiscal year.

Time Frame

The budget authority will be increased upon City Council approval.

Issue

Need to move prior-year budget authority into the current fiscal year to keep our funding levels up to our needs in street rehabilitation work.

Recommendations

Approval of the Supplemental Appropriation.

Action Needed

Approval of the Supplemental Appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$2,000,000

Budgeted Item Y/N or N/A: N

Account:

From: 2000 Capital Improvement Sales Tax Fund - Restricted (Reserve for Capital Improvements)
\$2,000,000

To: 2000 Capital Improvement Sales Tax Fund - Street Rehab, Resurf and Reconstruction - 338007
8432 \$2,000,000

City Council

Item # 5. A. 9.

Meeting Date: 07/28/2014

Submitted For: Steve Commons

Submitted By: Steve Commons, City Manager's Office

Information

Item

Approval of a Supplemental Appropriation for the construction of additional Library Parking and additional on street parking on First Street near the Library; \$210,000.

Background

In another agenda item, the city is working with the Metropolitan Library Commission to construct additional parking for library patrons and working to provide some additional on street parking in the area. This appropriation from cash reserves unexpended from last year will cover the entire project costs. The City will pay for the entire design and construction expense and our agreement with the Library Commission is that they will pay half of the construction expense for the work done to expand the library parking up to \$75,000.

Time Frame

Upon approval of the agreement between the Library Commission and the City, we will proceed with final design and fall construction of the project. Expenditure of funds would begin with the development of design and construction documents.

Issue

This total project could add up to 29 new parking stalls for the area.

Recommendations

Approval of the Supplemental Appropriation.

Action Needed

Approval of the Supplemental Appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$210,000

Budgeted Item Y/N or N/A: N

Account:

FROM: GF Reserves for Emergencies/Shortfalls \$135K

TO: GF-Transfers Out Capital Improvement 001001-8801 \$135K

FROM: Capital Improvement Fund – Transfers In 331001-7900 \$135K

Capital Improvement Fund – Contributed Capital 331001-7813 \$75K

TO: Capital Improvement Fund – Land Betterment 331001-8404 \$210K

City Council

Item # 5. A. 4.

Meeting Date: 08/25/2014

Submitted For: Steve Commons

Submitted By: Steve Commons, City Manager's Office

Information

Item

Approval of a Supplemental Appropriation that will provide funding for the remodeling of the City Building used by Mobile Meals; \$380,000.

Background

As noted in another agenda item, the City received bids for a remodeling project in the City building used by Mobile Meals. The funding for this project was proposed to be from reserves in the General Fund that had exceeded our budget expectations in the previous fiscal year. The receipt of these bids did not occur until after that fiscal year closed.

Time Frame

Transfer will occur upon City Council approval.

Issue

Though the project ended up with a much larger scope of work, the impact will be to have a much improved and efficient heating and ventilation system and a vastly improved kitchen operation for Mobile Meals. The funding needed for this project will allow the city to stay within the budgeted reserve fund projections for General Fund.

Recommendations

Approval of the Supplemental Appropriation.

Action Needed

Approval of the Supplemental Appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$380,000

Budgeted Item Y/N or N/A: N

Account:

FROM: GF Reserves for Emergencies/Shortfalls \$380,000

TO: GF-Transfers Out Capital Improvement 001001-8801 \$380,000

FROM: Capital Improvement Fund – Transfers In 331001-7900 \$380,000

TO: Capital Improvement Fund – Building & Improvements 331001-8405 \$380,000

Attachments

City Council

Item # 7. A. 1.

Meeting Date: 08/25/2014

Submitted For: Kris Neifing

Submitted By: Kris Neifing, Water Resources

Information

Item

Approval of Transfer of Appropriations for Purchase of Front End Loader; \$121,169.37.

Background

The Water Plant is in need of replacing the front end loader used to move spent lime from the treatment process. In order for the purchase to be made funds must be transferred into the correct expense category.

Time Frame

Immediate.

Issue

Funds were budgeted in capital outlay and must be placed in the transfers category.

Recommendations

Approve.

Action Needed

Motion to Approve.

Public Notification

Posted Agenda.

Fiscal Impact

Funding/Cost: \$121,169.37

Budgeted Item Y/N or N/A: Y

Account:

1. From: EPWA Water Fund-Motor Vehicles 563332-8414 \$121,169.37

To: EPWA Water Fund-Transfers Out Fleet 563332-8807 \$121,169.37

2. From: Fleet Fund-Transfers in 653022-7900 \$121,169.37

To: Fleet Fund-Capital Motor Vehicles 653022-8414 \$121,169.37

Attachments

No file(s) attached.

City Council

Item # 5. A. 5.

Meeting Date: 08/25/2014

Submitted For: Bob Ricks

Submitted By: Larry Campbell, Police

Information**Item**

Approval of Supplemental Appropriation for the Police Public Safety Limited Tax Fund (PPSLTF) for the Oklahoma Highway Safety Office Grant - Motorcycle Safety Program; \$45,500.

Background

The Edmond Police Department was approved for a grant from the Oklahoma Highway Safety Office (Grant #M9MT-15-02-01-17) in the amount of \$45,500 for the period of October 1, 2014 through September 30, 2015. The purpose of this grant is to allow the Department to continue implementing a 2 phase Motorcycle Safety Program, including: 1) a Motorcycle Awareness Program that will provide public awareness, public service announcements and other outreach programs to enhance driver awareness of motorcyclists, such as the "Share the Road" safety messages developed and using Share-the Road model language; and 2) the expansion and delivery of a Motorcyclist Safety Curricula for the purpose of educating motorcycle riders in the safe operation of motorcycles. This is the sixth year for Edmond's program and will include instruction in the area of sport bikes and cruiser bikes. Funds are provided for overtime as well as the purchase of promotional items, travel and maintenance expenses. The Oklahoma Highway Safety Office has awarded this grant on an expenditure driven basis therefore this supplemental is needed to fund the expenses until they are reimbursed.

Time Frame

October 1, 2014 through September 30, 2015.

Issue

Supplemental appropriation is needed to fund equipment, maintenance and overtime which will be reimbursed by a grant from the Oklahoma Highway Safety Office.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve supplemental appropriation request.

Public Notification

Posted Edmond City Council Agenda.

Fiscal Impact

Funding/Cost: \$45,500

Budgeted Item Y/N or N/A: N

Account:

From: Federal Public Safety Grants - 122041-7421 - \$45,500
To: Police-Uniform-Overtime - 122042-8104 - \$30,500
To: Police-Uniform Division-MSP Supplies - 122042-8253 - \$5,000
To: Police-Uniform Division-MSP Services - 122042-8370 - \$10,000
Total \$45,500

Attachments

Grant

City Council

Item # 5. A. 8.

Meeting Date: 09/08/2014

Submitted For: Steve Commons

Submitted By: Steve Commons, City
Manager's Office

Information

Item

Approval of a Supplemental Appropriation to pay the additional expense for the relocation of the Centurion pipeline on the Kelly Street project from Covell to Coffee Creek; \$93,046.90.

Background

As we were preparing to bid the Kelly Street improvement project from Covell to Coffee Creek, a gas pipeline that our staff had thought had been abandoned was discovered to be an active line. This line needed to be relocated prior to the start of construction. The Council previously approved the following agreement with Centurion pipeline:

\$783,817 Edmond agreed share

\$500,000 Centurion agreed share

\$1,283,817 Estimated cost of construction

The agreement stipulated that any cost overruns over the estimate would be split by both parties on a 50/50 basis.

The additional cost was \$186,093.80 of which the City owes \$93,046.90.

Time Frame

Supplemental appropriation will be made upon City Council approval.

Issue

Based upon our previous agreement with Centurion, the City owes this share of the additional expense. This supplemental appropriation allocates these funds from the 2000 Capital Improvement Sales Tax Fund.

Recommendations

Approval of the Supplemental Appropriation.

Action Needed

Approval of the Supplemental Appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$93,046.90

Budgeted Item Y/N or N/A: N

Account:

From: 2000 Capital Improvement Sales Tax Fund - Restricted (Reserve for Capital Improvements) \$93,046.90.

To: 2000 Capital Improvement Sales Tax Fund -Kelly - Danforth to Coffee Creek - 338007 8520 \$93,046.90.

Attachments

No file(s) attached.

City of Edmond

Sheila Briesch
Acct Mgr

City Council

Item # 8. A. 1.

Meeting Date: 10/13/2014

Submitted For: Nancy Kennedy

Submitted By: Kay Northcutt, Engineering

Information

Item

Approval of Transfer of Appropriation from Drainage Fund-Reserves for Emergencies and Shortfalls into Drainage Fund-Capital Outlay Laboratory Equipment; \$16,275.

Background

Drainage Utility unexpectedly needs to purchase new water quality monitoring equipment to perform mandatory EPA/DEQ testing on streams. The equipment we have been using is old, won't work, and can no longer be repaired. We have obtained three quotes on the new equipment, and the lowest is from Water Monitoring Solutions.

Time Frame

Immediate upon approval.

Issue

Purchase of new water quality monitoring equipment to replace old, broken, and un-repairable equipment.

Recommendations

Approval of Transfer of Appropriation.

Action Needed

Motion to Approve.

Public Notification

Posted Agenda.

Fiscal Impact

Funding/Cost: \$16,275

Budgeted Item Y/N or N/A: N

Account:

FROM: Drainage Fund-Reserves for Emergencies and Shortfalls

TO: Drainage Fund-Capital Outlay Laboratory Equipment - 568038-8427

Attachments

No file(s) attached.

City Council

Item # 5. A. 3.

Meeting Date: 10/13/2014

Submitted For: Steve Commons

Submitted By: Steve Commons, City Manager's Office

Information

Item

Approval of a Supplemental Appropriation for the purpose of constructing a multipurpose trail from just west of I-35 along Spring Creek to Spring Creek Park at Arcadia Lake; \$3,232,000.

Background

Funding for the trail comes from the 2000 Capital Improvement Sales Tax Fund. When funding for the initial trail section from I-35 to Spring Creek Park was initially considered the trail width was planned for our typical trail width of 10 feet. As a conversation developed about the desire to build a trail around Arcadia Lake and provide a good safe width for bicycling and pedestrians, the trail width on this section expanded to 18 feet. During the planning for the current fiscal year (FY14-15), additional funding for the trail was set aside in the FY13-14 in anticipation that the trail would be bid during that fiscal year. The construction funding anticipated for this project was \$3,232,000. Since the trail was not bid at that time, those funds remained unexpended and therefore a supplemental appropriation is required to move those funds into the current fiscal year budget.

Time Frame

Upon approval of the supplemental appropriation, the new budget authority will be established for this expenditure.

Issue

The supplemental appropriation is needed to have the funds available to award a construction project for the planned trail section.

Recommendations

Approval of the supplemental appropriation.

Action Needed

Approval of the supplemental appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$3,232,000

Budgeted Item Y/N or N/A: N

Account:

From: 2000 Capital Improvement Sales Tax Fund - Restricted (Reserve for Capital Improvements)
\$3,232,000

To: 338006-8433 2000 Capital Improvement Sales Tax Fund - Trails \$3,232,000

Attachments

No file(s) attached.



February 27, 2015

State Auditor & Inspector
State of Oklahoma

2300 N. Lincoln Blvd.
Room 100
Oklahoma City, OK 73105

RE: Budget Amendments (Supplemental)

Dear Ms. Cottrell:

As required by Section 17-213, Title 11 of the Oklahoma State Statutes, please find enclosed a photocopy of the supplementals approved by the Edmond City Council to date for the FY14-15.

If you have any questions, please feel free to contact me.

Sincerely,

Sheila Briesch
Accounting Manager
Financial Services Department

Enclosures



City Council

Item # 5. A. 7.

Meeting Date: 01/26/2015

Submitted Steve Commons
For:Submitted By: Steve Commons, City Manager's
Office

Information**Item**

Approval of Transfer of Appropriations from Council Contingency (Assigned Reserve for Council Special Projects) into the Art in Public Places Fund for the purpose of constructing the base for "Touch the Clouds"; \$68,888.

Background

There is a companion agenda item that involves the construction of the base for the statue in the amount of \$63,888.

This action will move the funds from the City Council Contingency to the Art and Public Places fund where the City has acquired its other public art pieces and the expenses associated with their placement.

Time Frame

Funds will be transferred upon Council approval of the appropriation.

Issue

Funds are available in City Council contingency for this project.

Recommendations

Approval of the Transfer of Appropriations.

Action Needed

Approval of the Transfer of Appropriations.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$63,888

Budgeted Item N
Y/N or N/A:

Account:

From: General Fund - Assigned Reserve for Council Special Projects \$63,888

To: General Fund - Transfers Out Art in Public Places 001004-8808 \$63,888

From: Art in Public Places - Tranfers In 123004-7900 \$63,888
To: Art in Public Places- 123004-8434 Art Capital Outlay \$63,888

Attachments

No file(s) attached.

City Council

Item # 6. A. 3.

Meeting Date: 02/23/2015

Submitted For: Steve Manek, Engineering

Submitted By: Kay Northcutt

Information

Item

Discussion and Consideration of Approval of Supplemental Appropriation budget request from the Edmond Bicycle Committee for implementation of the 1st and 2nd Priority Areas of the Edmond Bicycle Master Plan; \$100,000.

Background

The Edmond Bicycle Committee (EBC) is requesting a supplemental budget request to implement the top 3 projects recommended by the EBC in the 1st and 2nd Priority areas of the Bicycle Master Plan (BMP). In the current FY 2014-2015 budget, there is \$100,000 for the next phase of implementation of the BMP. Engineering staff was directed to bid this project to determine the cost to construct the projects recommended by the EBC in the 1st and 2nd Priority Areas. The bid opening was held on February 10, 2015, and the low bid amount of \$199,813.00 was presented to the Public Works Committee to determine any supplemental budget request.

The projects recommended are:

1st Priority Area Projects:

- Ayers From Broadway to Bryant
- Chowning from Danforth to Ayers
- Main Street from University to Broadway

2nd Priority Area Projects:

- Fretz from 33rd to Covell
- Main Street from Broadway to Kelly
- Ninth Street from Broadway to Bryant

These projects would be for Shared Lane markings (sharrows) with signage of Bicycle May Use Full Lane. The EBC is now wanting to move forward to implement their recommendations of the top 3 projects in both the 1st and 2nd Priority Areas of the BMP and so a supplemental budget request is being made.

In last year's budget, FY 2013-2014, \$100,000 was also budgeted for implementation of the Bicycle Master Plan but only \$45,200 was spent to Traffic Engineering Consultants (TEC) to evaluate and make recommendations on the 1st and 2nd Priority Areas of the BMP. At the end of the 2013-2014 budget, cost estimates were not yet available to implement the TEC recommendations and so the balance of \$54,800 was not encumbered to be used in the FY 2014-2015 budget.

The Public Works Committee approved at their February 11, 2015 Meeting.

Time Frame

Immediate upon approval.

Issue

Top 3 projects in both the 1st Priority and 2nd Priority Areas of the Bicycle Master Plan.

Recommendations

Staff and the Public Works Committee recommend approval.

Action Needed

Motion to approve.

Public Notification

Posted agenda.

Fiscal Impact

Funding/Cost: \$100,000

Budgeted Item Y/N or N/A: Y

Account:

FROM: Capital Improvement Fund-Restricted Capital Improvement Reserves \$100,000.00

TO: 331006-8405

Capital Improvement Fund - Parks and Recreation Improvements \$100,000.00

Attachments

No file(s) attached.

City Council

Item # 5. A. 5.

Meeting Date: 11/10/2014

Submitted For: Ross VanderHamm

Submitted By: Kelly Neal, Finance

Information

Item

Approval of Transfer of Appropriation for Public Safety Center for Furniture/Fixtures and Equipment; \$250,000.

Background

At the time the FY2015 budget was developed FFE was not included in the budget presented to Council for approval. FFE bids have since gone out and funds are required from reserves to encumber for such.

Time Frame

FY2014-15-Upon Council approval.

Issue

Council approval to supplement budget.

Recommendations

Staff recommends approval.

Action Needed

Budget amendment to transfer funds to the Furniture/Fixtures and Equipment line item from reserves.

Public Notification

Council Agenda

Fiscal Impact

Funding/Cost: 250,000

Budgeted Item Y/N or N/A: N

Account:

FROM: 2012 PSC-Restricted Reserves for Specific Fund Purposes \$250,000

TO: 2012 PSC-Capital Outlay Furniture/Office Equipment 332001-8415 \$250,000

Attachments

No file(s) attached.

City Council

Item # 5. A. 5.

Meeting Date: 10/27/2014

Submitted For: Jerry Cullum

Submitted By: Jerry Cullum, Public Works

Information

Item

Approval of Transfer of Appropriation for Facility Maintenance to purchase a One Man Aerial Work Platform; \$12,500.

Background

Facility Maintenance intends to add a One Man - Aerial Work Platform designed for areas that are impossible to reach with current equipment. Therefore, staff is requesting a transfer of Appropriations from the Maintenance / Buildings & Improvements (8405) to resolve this issue. This transfer will not increase the overall Facility Maintenance Budget, but will simply transfer funds from one account to another to maintain budget level authority.

Time Frame

Immediate

Issue

Approval of transfer of appropriation to maintain budget level authority within the Facility Maintenance to purchase equipment within the Fleet fund. Funds will be transferred to such fund upon approval.

Recommendations

Staff recommends approval

Action Needed

Motion to approve transfer of appropriation.

Public Notification

N/A

Fiscal Impact

Funding/Cost: 12,500

Budgeted Item Y/N or N/A: N

Account:

FROM: Admin Support-Facility Maintenance Building & Improvements 652057-8405 \$12,500

TO: Admin Support-Facility Maintenance Transfers Out-Fleet Management 652057-8807 \$12,500

FROM: Fleet Management-Transfers In 653022-7900 \$12,500

TO: Fleet Management-Machinery & Tools 653022-8413 \$12,500

Attachments

No file(s) attached.

City Council

Item # 5. A. 5.

Meeting Date: 12/08/2014

Submitted For: Bob Ricks

Submitted By: Larry Campbell, Police

Information

Item

Approval of Supplemental Appropriation for Purchase of a New Police Dog; \$15,982.

Background

We field three K-9 teams to allow adequate coverage and to provide this asset at the most beneficial times. One of our K-9 Officers retired earlier this year and due to the age of his partner, the dog was also retired.

Time Frame

Upon Approval.

Issue

The retirement of one of our dogs created the need to replace the K-9 team in the Patrol Division earlier than anticipated. These funds will be used to purchase a new trained police dog along with the necessary associated equipment.

Recommendations

Staff Recommends Approval.

Action Needed

City Council Approval.

Public Notification

Posted City Council Agenda.

Fiscal Impact

Funding/Cost: \$15,982

Budgeted Item Y/N or N/A: N

Account:

From: Asset Forfeiture Fund (Federal Funds) - Restricted (Reserve for Specific Fund Purposes) \$15,982

To: Asset Forfeiture Fund (Federal Funds) - Miscellaneous Equipment - 115004 - 8499 - \$15,282

To: Asset Forfeiture Fund (Federal Funds) - Miscellaneous Materials - 115004 - 8299 - \$700

Attachments

No file(s) attached.

City Council

Item # 5. A. 6.

Meeting Date: 12/08/2014

Submitted For: Steve Commons

Submitted By: Steve Commons, City Manager's Office

Information

Item

Approval of a Supplemental Appropriation for the City's commitment to the Conference Center development and for the remaining funds to be used for infrastructure improvements; \$5,242,584.77.

Background

The City entered into a series of development agreements to develop a Hotel/Conference Center at Covell and I-35. Those agreements provided for \$2.0 million in infrastructure financial support and \$4.8 million for the support of the Conference Center. Those commitments were budgeted in the prior budget year and this supplemental appropriation will budget those funds into the current budget year where they will be expended. The balance of infrastructure funds to be expended are \$442,584.77. The \$4.8 million for the Conference Center will be transferred at the closing of the financing for the construction of the Hotel/Conference Center project and could occur before the end of the year.

Time Frame

Upon City Council approval the funds will be available.

Issue

Getting the funds into the budget year they are needed.

Recommendations

Approval of Supplemental Appropriation.

Action Needed

Approval of Supplemental Appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$5,242,584.77

Budgeted Item Y/N or N/A: N

Account:

From: Restricted (Reserve for Capital Improvements) \$5,242,584.77

To: 2000 Capital Improvement Sales Tax Fund - Covell/I-35 - Infrastructure 338008-8539
\$442,584.77

2000 Capital Improvement Sales Tax Fund - Covell/I-35 - Conference Center 338008-8540
\$4,800,000.00

City Council

Item # 5. A. 7.

Meeting Date: 12/08/2014

Submitted For: Steve Commons

Submitted By: Steve Commons, City Manager's Office

Information

Item

Approval of a Supplemental Appropriation for the receipt of grant funds; \$70,000 and for the expenditure for design services for the Creek Bend Trail; \$140,000.

Background

Staff pursued and received approval for a Transportation Alternatives Program (TAP) grant through ACOG for a total project of \$140,000 of which they will match up to 50% of the design services expense of the Creek Bend Trail project. This supplemental appropriation request involves \$70,000 for the grant matching funds and \$140,000 for the potential total expenditure which they will provide the \$70,000 on a reimbursement basis. At this time, our design service agreement is for \$92,000 of which the state grant would pay \$46,000. We will see if we could have any other project costs added to the total to receive the full grant amount. The supplemental appropriation is being requested at the full potential of the awarded grant.

Time Frame

Proceeding with the time frame referenced in the Creek Bend design services agenda item.

Issue

Upon finishing the design we will seek grant support for the trail construction. If that is not available we will evaluate other budget opportunities.

Recommendations

Approval of the Supplemental Appropriation.

Action Needed

Approval of the Supplemental Appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$140,000

Budgeted Item Y/N or N/A: N

Account:

~~FROM:~~ 116044- 7445 Park Tax Fund - State Grants \$70,000

FROM: Park Tax Fund - Restricted Reserves for Capital Projects \$70,000

TO: 116044- 8404 Park Tax Fund - Land Betterments \$140,000

City Council

Item # 5. A. 1.

Meeting Date: 12/18/2014

Submitted For: Kelly Neal

Submitted By: Kelly Neal, Finance

Information

Item

Approval of Transfer of Appropriation for Public Safety Center for Furniture/Fixtures and Equipment; \$750,000.

Background

Requesting additional funds for FFE for PSC. Council has approved \$250,000 this fiscal budget and staff is requesting an additional \$750,000 for FFE. The remaining \$500,000 request is for the purchase of Motorola MCC7500 radio consoles that was approved at the last Council meeting for purchase. This request is to establish budget authority for such.

Time Frame

FY2014-15 Upon Council Approval.

Issue

Approval of budget authority for purchase of furniture and fixtures, as well as radio consoles for the PSC.

Recommendations

Staff recommends approval.

Action Needed

Approval of Budget amendment to transfer funds from reserves to the Furniture/Fixture and Equipment line item to establish budget authority for such purchases.

Public Notification

Council Agenda

Fiscal Impact

Funding/Cost: \$750,000

Budgeted Item Y/N or N/A: N

Account:

FROM: 2012 PSC-Restricted Reserves for Specific Fund Purposes \$750,000

TO: 2012 PSC-Capital Outlay Furniture/Office Equipment 332001-8415 \$750,000

Attachments

No file(s) attached.

City Council

Item # 5. A. 3.

Meeting Date: 02/09/2015

Submitted For: Chip Nolen, Planning/Zoning

Submitted By: Chip Nolen, Transportation Coordinator

Information

Item

Approval of Transfer of Appropriation for Citylink Buses; \$211,164.

Background

Three buses will be purchased with these funds. The City will be responsible for fronting \$211,164, but through grants (OK DHS – Aging Services) and matching funds (COTPA) the City will be reimbursed \$150,000. The total amount the City will pay for the three buses is \$61,164. The buses will be delivered to COTPA in June 2015. After inspection and approval of the buses the reimbursement amount (\$150,000) will be provided to the City.

Time Frame

FY2014-15 Upon Council Approval.

Issue

Council approval to supplement budget.

Recommendations

Staff recommends approval.

Action Needed

Budget amendment to transfer funds to the fleet fund from reserves.

Public Notification

Council Agenda

Fiscal Impact

Funding/Cost: 211,164

Budgeted Item Y/N or N/A: N

Account:

FROM: CityLink-Reserves for Emergencies/Shortfalls \$211,164

TO: CityLink-Transfers Out Fleet Management Fund 572941-8807 \$211,164

FROM: Fleet Management Fund-Transfers In 653022-7900 \$211,164

TO: Fleet Management Fund-Motor Vehicles 653022-8414 \$211,164

City Council

Item # 5. A. 4.

Meeting Date: 02/09/2015

Submitted For: Chip Nolen, Planning/Zoning

Submitted By: Chip Nolen, Transportation Coordinator

Information

Item

Approval of Agreement with the Central Oklahoma Transportation and Parking Authority (COTPA) for the use of federal grant funds, transit vehicles, and equipment purchased.

Background

The purpose of this Agreement is to establish the necessary procedure for the control of any Edmond transit service and accountability for any federal grant funds that may be available for the Contractor's service. Additionally, this is to facilitate the transfer of equipment if and when it is available.

Time Frame

July 1, 2014 to June 30, 2015

Issue

Since COTPA is the metro area's Federal Transit Administration grant recipient, there must be an agreement outlining the responsibilities for each party.

Recommendations

Staff recommends approval of the agreement.

Action Needed

Motion to approve and authorize the Mayor to sign the agreement with COTPA.

Public Notification

City Council agenda posted as required.

Fiscal Impact

Attachments

COTPA Agreement 15

City Council

Item # 5. A. 10.

Meeting Date: 02/09/2015

Submitted For: Doug Hall

Submitted By: Nancy Lazzaro, Fire

Information

Item

Approval of Transfer of Appropriation from Miscellaneous Equipment to Lifesaving Supplies; \$542,400.

Background

Funds were budgeted in 2015 in account 121005-8499 Miscellaneous Equipment for the purchase of SCBA equipment and accessories. Upon completion of the bid process it was discovered that the equipment purchase did not meet the requirements to be classified as a capital outlay.

Time Frame

Immediate Upon Approval.

Issue

None.

Recommendations

Staff Recommends Approval.

Action Needed

Motion to Approve Transfer.

Public Notification

Posted Edmond City Council Agenda.

Fiscal Impact

Funding/Cost: \$542,399.08

Budgeted Item Y/N or N/A: Y

Account:

From: 121005-8499 \$542,399.08
Fire Public Safety - Miscellaneous Equipment

To: 121005-8233 \$542,399.08
Lifesaving Supplies

Attachments

No file(s) attached.

City Council

Item # 7. A. 1.

Meeting Date: 02/09/2015

Submitted For: Brian Soerensen

Submitted By: Brian Soerensen, KickingBird Golf Course

Information

Item

Approval of a Supplemental Appropriation for KickingBird Golf Club for Fairway mower and Utility vehicle; \$5,000.

Background

We have budgeted for the purchase of (1) Fairway Mower for the maintenance department for \$50,000 and (1) Utility Vehicle for maintenance for \$8,000. With the new tier four diesel engine requirements, the cost of fairway mowers have gone up anywhere from 17-22%. We will be bidding for new or used fairway units. We are going to push back the purchase of the utility vehicle to next fiscal year. With the savings of \$8,000 from the utility vehicle and the supplement of \$5,000, we should have the funds available to purchase a new mower or multiple used mowers.

Time Frame

Funds will be supplemented with Council approval.

Issue

We need to have adequate money in our Maintenance Department Capital account to facilitate the purchase.

Recommendations

The Golf Advisory Board has been made aware of this and our financial services department is aware of this proposed transaction.

Action Needed

Approval

Public Notification

City Council Agenda Item

Fiscal Impact

Funding/Cost: 5,000

Budgeted Item Y/N or N/A: N

Account:

From: KickingBird Golf Club Reserve Fund \$5,000

To: 570740-8413 Machinery & Tools \$5,000

Attachments

No file(s) attached.

City Council

Item # 4. A. 10.

Meeting Date: 03/23/2015

Submitted For: Jerry Cullum

Submitted By: Jerry Cullum, Public Works

Information

Item

Approval of Transfer of Appropriation for Facility Maintenance for funding of various special projects for FY 14-15; \$ 81,474.

Background

The following planned special projects will be funded by these funds:

New door hardware with software for Festival Market due to failures of current software (Same door hardware and software can be used on Splash Pads) \$5,255 ; Replacement of main feeder line into City First with Addition of Disconnect means-\$6,000; Run new circuit for Back-up HVAC for the Data (SCADA) Room at X-Timbers running off of the Emergency Generator -S 1700.00 ; Invest in a Conex for a Storage Facility for items currently in our bay in Building D - \$3950 ; Purchase a Wire Mesh Lock-up type Panels for a tool room - \$2,000; Additional lighting to area in Building D - \$500 ;Repair of walk through gate by Warehouse - \$500; Ceiling Panels that were not replaced before at UR Special - \$700; Kicking Bird Golf 's HVAC \$8,876 and Lights (LED) \$5,700; Communication Hut & Back up - \$8,450; X -Timber's PSC Back up HVAC - S 6,500; X -Timber's PSC Admin main area's - Lighting - \$7,680; UR Special – replace carpet with tile in entry way; replace tile in shoe room and both restrooms \$4,000; City First - Replace tile in downstairs restroom -\$4,500; Paint Restrooms at PPW and DCC \$4,000 ; Install HVAC in new area in Engineering \$4,750 ; Moving a store front door up to Building Services: \$3,000 ; ECVB - Replace tile in kitchen -\$1,595

Time Frame

FY2014-15 Upon Council Approval.

Issue

The funds were previously approved in the FY 14-15 budget process but were not assigned to the appropriate line items for the projects contemplated.

Recommendations

Staff recommends approval.

Action Needed

Approval of Request of Transfer of Appropriation within the Facility Maintenance Budget. This will not increase the overall budget but allows the department to fund projects within the appropriate line item.

Public Notification

Council Agenda

Fiscal Impact

Funding/Cost: \$81,474

Budgeted Item Y/N or N/A: Y

Account:

FROM: 652057-8216 - \$23,000 Facility Maint. - Building Materials

FROM: 652057-8405 - \$58,474 Facility Maint. - Building Materials

TO: 652057-8314 \$81,474

Attachments

No file(s) attached.

City Council

Item # 4. A. 3.

Meeting Date: 04/13/2015

Submitted For: Kelly Neal

Submitted By: Kelly Neal, Finance

Information

Item

Approval of Supplemental Appropriation to upgrade the City's Financial Services software package; \$100,000.

Background

A Council agenda item is being submitted for the approval of purchase of an upgrade to Financial Services Accounting software. Finance anticipated to budget this in next year's budget but due to time constraints we need to move forward with the purchase in this year's current budget.

Time Frame

Upon Approval

Issue

A budget amendment is needed to cover the cost for the upgrade in the accounting software for Financial Services.

Recommendations

Staff recommends approval to supplement Financial Services budget FY14/15.

Action Needed

Consideration and Approval of Supplemental Appropriation of \$100,000 the Purchase of Upgrade to the City's Financial Services Software.

Public Notification

As required.

Fiscal Impact

Funding/Cost: \$100,000.00

Budgeted Item Y/N or N/A: N

Account:

FROM: Administrative Support - Reserves for Other Restricted Purposes

TO: Administrative Support - Financial Services Contract Services
652581-8361

Attachments

No file(s) attached.

City Council

Item # 4. A. 5.

Meeting Date: 04/13/2015

Submitted For: Dean Sherrick

Submitted By: Dean Sherrick, Edmond Electric

Information

Item

Approval of Transfer of Appropriations for Operations Central Warehouse; \$950.

Background

The Operations Central Warehouse had an unexpected expense in the amount of \$6,294.41 for replacement of forklift batteries back in September, 2014. The budget line item for Vehicle Maintenance Charges, 652067-8819, has dropped to a point where the March 2015 invoice cannot be paid without the approval of this transfer. After this transfer and payment of the March invoice, there will be a remaining balance of \$362.91 to last the remainder of the fiscal year.

Time Frame

Upon approval.

Issue

This transfer is necessary to pay the March vehicle maintenance charges and continue to have money budgeted for the remaining 3 months in our current fiscal year.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve transfer of funds.

Public Notification

N/A

Fiscal Impact

Funding/Cost: \$950.00

Budgeted Item Y/N or N/A: N/A

Account:

From: Administrative Support-Central Warehouse:
Minor Tools, 652067-8204 - \$700.00
Training-Registration, 652067-8306 - \$250.00

To: Administrative Support-Central Warehouse:
Transfers-Vehicle Maintenance Charges, 652067-8819 - \$950.00

Attachments

No file(s) attached.

City Council

Item # 4. A. 4.

Meeting Date: 04/13/2015

Submitted For: Doug Hall

Submitted By: Nancy Lazzaro, Fire

Information

Item

Approval of Transfer of Appropriations for Fire Public Safety Limited Tax Fund; \$90,000.

Background

Increased volume of apparatus repairs requires additional funds to supplement the 8819 Vehicle Maintenance Charges account. This does not increase the overall budget authority for the Fire Public Safety Limited Tax Fund but allows funding to be in the appropriate category.

Time Frame

Immediate upon approval.

Issue

N/A

Recommendations

Staff recommends approval.

Action Needed

City Council Approval.

Public Notification

Posted City Council Agenda.

Fiscal Impact

Funding/Cost: \$90,000

Budgeted Item Y/N or N/A: Y

Account:

From: Fire PSLTF 121005-8230 - Fire Equipment Supplies \$90,000

To: Fire PSLTF 121005-8819 - Vehicle Maintenance Charges \$90,000

Attachments

No file(s) attached.

City Council

Item # 4. A. 7.

Meeting Date: 04/13/2015

Submitted For: Keith Stewart

Submitted By: Keith Stewart, Public Works

Information

Item

Approval of Transfer of Appropriations for Field Services Wastewater Line Maintenance Transfers-Vehicle Maintenance Charge; \$50,000.

Background

Due to unexpected vehicle maintenance costs, current funding will not be sufficient to cover vehicle maintenance for the remainder of this fiscal year. Consequently, staff is requesting a transfer from the Wastewater Line Maintenance Contract Services budget to resolve this issue. This transfer will not increase the overall Wastewater Line Maintenance budget but will simply transfer funds from one account to another.

Time Frame

Immediate upon approval.

Issue

Approval of a transfer to fund vehicle maintenance costs.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve.

Public Notification

Posted Agenda

Fiscal Impact

Funding/Cost: \$50,000

Budgeted Item Y/N or N/A: Y

Account:

From Field Services-Wastewater Line Maintenance 654351-8361 Contract Services

To Field Services-Wastewater Line Maintenance 654351-8819 Transfers-Vehicle Maint. Charge

Attachments

No file(s) attached.

City Council

Item # 4. A. 6.

Meeting Date: 04/13/2015

Submitted For: Ryan Ochsner

Submitted By: Ryan Ochsner, Community Image

Information

Item

Approval of Transfer of Appropriations for Community Image - Urban Forestry/Transfers-Vehicle Maintenance Charge; \$4,500.

Background

Due to unexpected vehicle maintenance costs, current funding will not be sufficient to cover vehicle maintenance for the remainder of this fiscal year. Consequently, staff is requesting a transfer from the Urban Forestry "Contract Services" budget to resolve this issue. This transfer will not increase the overall Urban Forestry budget but will simply transfer funds from one account to another.

Time Frame

Immediate upon approval.

Issue

Approval of a funding transfer to pay for vehicle maintenance costs.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve.

Public Notification

Posted Agenda

Fiscal Impact

Funding/Cost: \$4,500

Budgeted Item Y/N or N/A: N

Account:

From: 001161-8361 Urban Forestry Contractual Services \$4,500

To :001161-8819 Urban Forestry Vehicle Maint. Charges \$4,500

Attachments

No file(s) attached.

City Council

Item # 4. A. 9.

Meeting Date: 04/13/2015

Submitted For: Steve Commons

Submitted By: Steve Commons, City Manager's Office

Information

Item

Approval of Transfer of Appropriation – From Pelican Bay - Part-Time Pay, Chemicals and Food Supplies to Pelican Bay - Contract Services to pay the expense of the Sports Facility Management Service Contract; \$170,000.

Background

In a companion agenda item, staff is recommending we retain the services of a sport facility management company to operate Pelican Bay. This transfer of appropriation moves some of the budget authority from other expense categories in the Pelican Bay budget to pay for the contract service agreement of the management company.

Time Frame

Transfer occurs upon City Council approval.

Issue

This transfer needs to occur to pay for the contract services stated in the Sports Facility Management agreement.

Recommendations

Approve Transfer of Appropriation.

Action Needed

Approve Transfer of Appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$170,000

Budgeted Item Y/N or N/A: Y

Account:

From: General Fund:

001065 - 8106 Pelican Bay - Part-Time Pay \$140,000

001065 - 8207 Pelican Bay - Chemicals 10,000

001065 - 8209 Pelican Bay - Food Supplies 20,000

To: General Fund:

001065 - 8361 Pelican Bay - Contract Services \$170,000

City Council

Item # 4. A. 8.

Meeting Date: 04/13/2015

Submitted For: Chip Nolen, Planning/Zoning

Submitted By: Chip Nolen, Transportation Coordinator

Information

Item

Approval of Transfer of Appropriations for Citylink "Transfers-Vehicle Maintenance Charge"; \$45,000.

Background

Citylink maintenance costs for this year will be an estimated \$245,000. To date, \$177,719.24 has been expended with April, May, and June's expenses remaining. Due to unexpected large repairs on our aging fleet extra funds are necessary. The funds will be transferred from the "Fuel and Lube" budget where Citylink experienced savings this year due to low fuel prices and the use of alternative fuels. Three new buses are expected to be delivered in the next six months, which will help control Citylink's maintenance costs next year.

Time Frame

FY 2014-2015 budget

Issue

Funds need to be added to the Citylink "Transfer - Vehicle Maintenance Charge" in the amount of \$45,000 to reflect expenses incurred this fiscal year.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve.

Public Notification

Agenda posted as required.

Fiscal Impact

Funding/Cost: \$45,000

Budgeted Item Y/N or N/A: Y

Account:

FROM: CityLink-Fuel & Lube 572941-8208 \$45,000

TO: CityLink-Transfers Out Vehicle Maint Charges 572941-8819 \$45,000

Attachments

No file(s) attached.

City Council

Item # 7. A. 1.

Meeting Date: 04/27/2015

Submitted For: Craig Dishman

Submitted By: Cinda Covell, Parks

Information

Item

Approval of Transfer of Appropriation for unexpected major repairs to one tractor and two vehicles for Arcadia Lake; \$8,000.

Background

Unexpected, major repairs to 1 tractor, and 2 vehicles has caused this account to be over budget. Regular maintenance will still be needed on these City owned vehicles, and therefore we will need to have funds available to pay Vehicle Maintenance.

Time Frame

Upon approval

Issue

If this was not approved, Arcadia Lake would not be able to have regular maintenance performed on vehicles. This could result in a delay response to customer needs, and possibly public safety concerns.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve transfer of appropriation request.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$8,000

Budgeted Item Y/N or N/A: N

Account:

From: 567037-8308 Water/Sewer/Garbage Fees \$8,000

To: 567037-8819 Vehicle Maintenance Charges \$8,000

Attachments

No file(s) attached.

City Council

Item # 5. A. 10.

Meeting Date: 04/27/2015

Submitted For: Steve Commons

Submitted By: Steve Commons, City Manager's Office

Information

Item

Approval of Supplemental Appropriation for funding for the City's share of roadway widening improvements on Pennsylvania Avenue from Restricted Reserves for Capital Improvements; \$300,000.

Background

The project scope is the widening of Pennsylvania Avenue from our south City limits approximately 1800 feet north to provide for a three lanes section (one lane thru in each direction and a center turn lane) as well as designated right turn lanes into the elementary and middle school as possible. This will allow for the safe movement of traffic into and out of the school and also provide for a clear thru movement so traffic does not come to stand still on the existing 2 lane road. This is a joint project with Oklahoma County and they will provide for design and construction of the project. Our commitment represents the material costs to do the improvement. This is just like our on going work we do with the County on section line roads, but this is a more involved improvement project. We greatly appreciate the County's support on projects like this.

Time Frame

Funds would be available to start the project at the close of school in May.

Issue

City staff have been working with Edmond Public School staff to provide better access to the two new schools just inside the Edmond city limits in this area. Funds are available in the 2000 Capital Improvement Sales Tax Fund to fund this project.

Recommendations

This item was reviewed at the Capital Projects and Financing Task Force meeting on April 21, 2015 with their recommendation for approval of Supplemental Appropriation.

Action Needed

Approval of Supplemental Appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$300,000

Budgeted Item Y/N or N/A: N

Account:

From: 2000 Capital Improvement Sales Tax Fund - Restricted Reserve for Capital Improvements
\$300,000

To: 338007- 8550 2000 Capital Improvement Sales Tax Fund - Penn Widening \$300,000

Attachments

No file(s) attached.

City Council

Item # 5. A. 9.

Meeting Date: 04/27/2015

Submitted For: Steve Commons

Submitted By: Steve Commons, City Manager's Office

Information

Item

Approval of Supplemental Appropriation for additional funding for the City's share of improvements on 33rd and Broadway from Restricted Reserves for Capital Improvements: \$240,500.

Background

The City has been working on a project for a number of years to add additional turn lanes at the intersection of 33rd and Broadway. This project was grant approved, designed and recently bid. Prior to bid the City deposited \$866,000 to cover our estimated share of the project cost with the Oklahoma Department of Transportation (ODOT). Following receipt of bids the project expense came in above the estimate and the City's share of the additional construction cost is \$240,500. Reserves are available to pay this additional expense.

Time Frame

Funds will be transferred to ODOT upon City Council approval.

Issue

This has been identified in our evaluation of traffic problems that additional turn lanes are needed at this location. This is also one of the top acknowledged areas of traffic problems in Edmond based on our recent survey request. Funds are available in the 2000 Capital Improvement Sales Tax Fund to pay the additional funds.

Recommendations

This item was reviewed at the Capital Projects and Financing Task Force meeting on April 21 with their recommendation for approval of Supplemental Appropriation.

Action Needed

Approval of Supplemental Appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$240,500

Budgeted Item Y/N or N/A: N

Account:

From: 2000 Capital Improvement Sales Tax Fund - Restricted Reserve for Capital Improvements - \$240,500

To: 338007 - 8465 2000 Capital Improvement Sales Tax Fund - 33rd & Broadway Intersection - \$240,500

Attachments

No file(s) attached.

City Council

Item # 5. A. 8.

Meeting Date: 04/27/2015

Submitted For: Steve Commons

Submitted By: Steve Commons, City Manager's Office

Information

Item

Approval of Supplemental Appropriation for Edmond 66 Park from Restricted Reserves for Capital Improvements; \$158,000.

Background

There are a couple of items on contract amendments for the construction of the complex that have caused the need for this supplement appropriation. The major expense involves getting potable water to the concession stand. When we started the project, City water was not available to the complex. The drilling of the well was a part of the original contract, but getting water that was of drinking water quality was not available at the depth we requested in the contract. A change order was pursued to try the quality at another elevation and that also proved unsuccessful. With the recent developments of selling water to Arcadia, transmission changes made it possible to obtain City water to the concession/restroom area. Getting quality water to the site by running lines from a City main and closing the unsuccessful well will cost nearly \$100,000. The theft of copper wiring also cost another \$30,000 to the project. The last large expense was the acquisition of a net along field #3 to protect balls from reaching Route 66. After the fields were constructed, the Adult Softball Association recommended the netting based on their experiences from tournament play. The netting is \$42,000. These and other much smaller expenses have consumed the contingency funds we had planned in the project.

Time Frame

Upon City Council approval.

Issue

The well problems and copper wire theft were not foreseen in the development of the project.

Recommendations

This item was reviewed and approved at the Capital Projects and Financing Task Force at their April 21, 2015 meeting.

Action Needed

Approval of Supplemental Appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$158,000

Budgeted Item Y/N or N/A: N

Account:

From: 2000 Capital Improvement Sales Tax Fund - Restricted Reserve for Capital Improvements
\$158,000

To: 338006- 8444 2000 Capital Improvement Sales Tax Fund - Edmond 66 Park \$158,000

Attachments

No file(s) attached.

City Council

Item # 5. A. 7.

Meeting Date: 04/27/2015

Submitted For: Cathy Williams-White

Submitted By: Cathy Williams-White
Edmond Convention & Visitors Bureau

Information

Item

Approval of Transfer of Appropriation for Edmond Convention and Visitors Bureau unbudgeted reserves for the purpose of providing event support; \$10,000.

Background

The purpose is to fund a grant/event support for the Oklahoma Cattlemen's Association's annual Range Round-up in August of 2015.

This event has not been here for more than 10 years.

OCA is moving their event to the Lazy E & will be filling Edmond hotels during the event.

At the time of the Convention & Tourism Advisory Board meeting (3/23/15) records showed the ECVB unbudgeted reserves to be at \$107,899.25.

The amount of unbudgeted funds being requested is \$10,000.

The lodging revenue generated is estimated to be \$21,600 + city sales tax + lodging tax etc.

It will bring in 6,000+ attendees (audience, OCA staff & participants) with an estimated spending in the community of \$45 per person for food & beverage per day + retail and fuel expenditures in the city.

A total estimated economic impact would be \$291,600 sales for Edmond business.

OCA has made a multi year commitment to the placement of this event at the Lazy E.

The Convention & Tourism Advisory Board took action on the request at the March 23rd meeting directing staff to request unbudgeted reserve funds to accommodate the event support approved.

Time Frame

The event takes place August 28-29, 2015.

The \$10,000 event support should be issued within the current fiscal year.

Issue

The current ECVB budget for grant support had been fully utilized in support of other earlier requests prior to the March meeting.

Recommendations

Approval

Action Needed

Approval

Public Notification

Public Notice

Fiscal Impact

Funding/Cost: \$10,000

Budgeted Item Y/N or N/A: N

Account:

FROM: Edmond Convention & Visitors Bureau Reserves for Specific Fund Purpose \$10,000

TO: Edmond Convention & Visitors Bureau -Contract Services 130093-8361 \$10,000

Attachments

City Council

Item # 5. A. 11.

Meeting Date: 04/27/2015

Submitted For: Steve Commons

Submitted By: Steve Commons, City Manager's Office

Information

Item

Approval of a Supplemental Appropriation that would provide for the funding for Architectural Programming and Schematic Design for the Administrative Services Building; \$99,420.

Background

In a related agenda item, the Council will be asked to approve proceeding with the Architectural Programming and Schematic Design services for the Administrative Services Building. Initially we are requesting that the funding for this next step of design work come from the General Fund. The development of the Public Safety Center is the reason that these functions are in need of relocation and we anticipate that the design costs will come from the Public Safety Center Sales Tax Fund. Currently, that fund is cash flowing the Public Safety Center construction work from sales tax collections and the loaned funds from the Hospital Trust. It was anticipated at the start of construction that an additional line of construction credit was going to be needed to cash flow the project. It appears now that we might be able to avoid the expense of drawing on that construction loan. The funding through the end of the end of this calendar year will be tight, so we are recommending that this expense come from the General Fund. In the future, with the additional tax collections that will go on beyond this year, the Public Safety Center Sales Tax Fund should be able to reimburse this expense to the General Fund and then pay for the construction design and bid document expense when the project is ready to construct.

Time Frame

Funds will be transferred upon City Council approval.

Issue

This is the next step in moving our offices back into a permanent location.

Recommendations

Approval of supplemental appropriation.

Action Needed

Approval of supplemental appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost:

\$99,420

Budgeted Item Y/N or N/A: N

Account:

From: General Fund Unassigned Reserves (Reserve for Emergencies and Shortfalls) \$99,420

To: General Fund - General Govt- Contract Services 001001- 8361 \$99,420

Attachments

No file(s) attached.

City Council

Item # 5. A. 5.

Meeting Date: 04/27/2015

Submitted For: Gail Deaton, Parks

Submitted By: Cinda Covel

Information

Item

Approval of Transfer of Appropriations for Senior Citizens Center Contract Services to Transfers-Vehicle Maintenance Charge; \$5,000.

Background

Due to unexpected vehicle maintenance costs, current funding will not be sufficient to cover vehicle maintenance charge. Consequently, staff is requesting a transfer from the Senior Citizens Contract Services budget to resolve this issue. This transfer will not increase the overall Senior Citizens Services budget, but simply transfer funds from one account to another.

Time Frame

Immediate upon approval.

Issue

Approval of a transfer to fund vehicle maintenance costs to cover unexpected cost for bus repair.

Recommendations

Staff recommends approval

Action Needed

Motion to approve.

Public Notification

Posted Agenda

Fiscal Impact

Funding/Cost: \$5,000

Budgeted Item Y/N or N/A: N

Account:

From: Senior Center 001012-8361 contract services \$5,000

To: Senior Center 001012- 8819 Transfer Vehicle Maintenance Charges \$5,000

Attachments

No file(s) attached.

City Council

Item # 5. A. 6.

Meeting Date: 04/27/2015

Submitted For: Keith Stewart

Submitted By: Keith Stewart, Public Works

Information

Item

Approval of Transfer of Appropriations for Field Services Water Line Maintenance Transfers-Vehicle Maintenance Charge; \$25,000.

Background

Due to unexpected vehicle maintenance costs, current funding will not be sufficient to cover vehicle maintenance for the remainder of this fiscal year. Consequently, staff is requesting a transfer from the Water Line Maintenance Skill Based Pay budget to resolve this issue. This transfer will not increase the overall Water Line Maintenance budget, but will simply transfer funds from one account to another.

Time Frame

Immediate upon approval.

Issue

Approval of a transfer to fund vehicle maintenance costs.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve.

Public Notification

Posted Agenda

Fiscal Impact

Funding/Cost:

Budgeted Item Y/N or N/A: Y N

\$25,000

Account:

From: Field Services-Water Line Maintenance 654331-8136 Skill Based Pay - \$25,000

To: Field Services-Water Line Maintenance 654331-8819 Transfers-Vehicle Maint. Charge - \$25,000

Attachments

No file(s) attached.

City Council

Item # 5. A. 5.

Meeting Date: 05/11/2015

Submitted For: Steve Commons

Submitted By: Steve Commons, City Manager's Office

Information

Item

Approval of Supplemental Appropriation for additional funding for Capitalized Consulting Costs from Restricted Reserves for Capital Improvements; \$180,000.

Background

Our internal engineering and inspection costs are charged to the projects that are constructed using the 2000 Capital Sales Tax funds. In past years we identified \$120,000 as the amount of budget needed to cover those costs. When the project is completed the specific consulting costs will be capitalized into our fixed asset account for the total project cost. We have found in recent years that our consulting cost have exceed the \$120,000. We reviewed with the Capital Projects and Financing Task Force about raising this budget item to \$300,000. In the budget that the Task Force recently approved and was sent to the Council, the \$300,000 amount was used in the current year and all future budget years.

Time Frame

Upon City Council approval.

Issue

Because of the number of projects we are currently working, these funds are needed to cover the internal costs.

Recommendations

Approval of the Supplemental Appropriation. (This amount is reflected in the current and future year budgets recommended for your approval from the Capital Projects and Financing Task Force.)

Action Needed

Approval of Supplemental Appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$180,000

Budgeted Item Y/N or N/A: N

Account:

From: 2000 Capital Improvement Sales Tax Fund - Restricted Reserve for Capital Improvements - \$180,000

To: 338001 - 8401 2000 Capital Improvement Sales Tax Fund - Capitalized Consulting Costs- \$180,000

City Council

Item # 5. A. 6.

Meeting Date: 05/11/2015

Submitted For: Steve Commons

Submitted By: Steve Commons, City Manager's Office

Information

Item

Approve Transfer of Appropriation for additional expenses in operation of the competitive pool from Park Tax Fund-Building Improvements to Park Tax-ERAC Operating Expenses; \$40,000.

Background

We are just working through our first year of operation of the new competitive pool and first year expenses have exceed what we estimated. Funds are available in the Building Improvement area of the Park Tax to cover these expenses.

Time Frame

Upon City Council approval.

Issue

Funds need to cover first year operating expenses.

Recommendations

Approve Transfer of Appropriation.

Action Needed

Approve Transfer of Appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$40,000

Budgeted Item Y/N or N/A: N

Account:

From: 116044- 8405 Park Tax Fund - Building Improvements \$40,000

To: 116044-8392 Park Tax Fund - ERAC Operating Costs \$40,000

Attachments

No file(s) attached.

City Council

Item # 5. B. 2.

Meeting Date: 05/11/2015

Submitted For: Diane Self

Submitted By: Diane Self, Parks

Information

Item

Approval of Transfer of Appropriations for funds to cover maintenance on the van through the end of the fiscal year for Parks and Recreation; \$800.

Background

Need funds to cover maintenance on our van through the end of the fiscal year.

Time Frame

Upon Approval

Issue

If this is not approved we will not be able to maintain our vehicle and possibly incur further repairs.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve transfer of appropriation request.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$800

Budgeted Item Y/N or N/A: N

Account:

From: 001064-8351 Fleet Lease Assessment Fee

To: 001064-8819 Vehicle Maintenance

Attachments

No file(s) attached.

City Council

Item # 5. B. 4.

Meeting Date: 05/11/2015

Submitted For: Sara Cobb

Submitted By: Sara Cobb, Information Technology

Information

Item

Approval of Transfer of Appropriations for Information Technology Transfers-Vehicle Maintenance Charge; \$1,000.

Background

Due to unexpected vehicle maintenance costs, current funding will not be sufficient to cover vehicle maintenance for the remainder of this fiscal year. Consequently, staff is requesting a transfer from the Information Technology Furniture/Office Equipment budget to resolve this issue. This transfer will not increase the overall Information and Technology department budget, but will simply transfer funds from one account to another.

Time Frame

Immediate Upon Approval

Issue

Approval of a transfer to fund vehicle maintenance costs.

Recommendations

Approval of the Transfer of Appropriation.

Action Needed

Motion to Approve

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$1,000

Budgeted Item Y/N or N/A: N

Account:

From: Information Technology 652060-8415 Furniture/Office Equipment - \$1,000

To: Information Technology 652060-8819 Transfers-Vehicle Maintenance Charges - \$1,000

Attachments

No file(s) attached.

City Council

Item # 5. A. 1.

Meeting Date: 06/08/2015

Submitted For: Steve Commons

Submitted By: Steve Commons, City Manager's Office

Information

Item

Approval of a Supplemental Appropriation to compensate for the additional transfer of funds from the 1% set aside for construction projects over \$250,000, totalling \$190,782; and Approval of Transfer of Appropriation from the City Council contingency fund relating to Touch the Clouds, for \$8,000.

Background

Transfers from construction projects relating to the Public Safety Center, Edmond 66 Park and Kelly Street Road improvements have resulted in funds available for art acquisition. Earlier in this fiscal year you transferred \$79,250 to commission the art piece of "Policeman and Child" so it could be available when the facility opens. This supplemental appropriation will increase the budget authority to acquire art pieces to go along with those public improvements.

The following is the list of art pieces that are involved in this supplemental appropriation which includes funds set aside for maintenance and signage:

Policeman and Child	Public Safety Center	\$14,220 (\$93,470 less \$79,250 previously transferred)
Sherlock Holmes	Public Safety Center	\$60,529
Two Interior Paintings	Public Safety Center	\$30,823
On Deck	Edmond 66 Park	\$62,338
Puerta del Color I and II	Kelly Roadway Project	<u>\$22,882</u>
	Total	\$190,792

There is also a transfer of appropriations of \$8,000 for granite replacement on Touch the Clouds since we were unable to salvage the pieces in Texas.

Time Frame

Upon City Council approval.

Issue

The Visual Arts Commission needs budget authority to acquire the art pieces from the 1% transfer from capital improvement projects.

Recommendations

Approval of supplemental appropriation and approval transfer of appropriation .

Action Needed

Approval of supplemental appropriation and approval transfer of appropriation .

Public Notification

Fiscal Impact

Funding/Cost: \$198,792

Budgeted Item Y/N or N/A: N

Account:

From: Public Safety Center - Restricted Reserves	332000-1001	\$105,572
2000 Capital Impr. Sales Tax - Restricted Reserves	338000-1001	\$85,220
General Fund - City Council Contingency	338001-8808	\$8,000

332001-8808
~~332000-1001~~
338000-1001
338001-8808
001004-8808

123004-790c

To: Art in Public - Art Capital Outlay	123004-8434	\$198,792
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Attachments

No file(s) attached.

WRONG

City Council

Item # 5. A. 6.

Meeting Date: 06/08/2015

Submitted For: Bobby Masterson

Submitted By: Bobby Masterson, Public Works

Information

Item

Approval of Supplemental Appropriation that covers additional Vehicle Maintenance Department equipment repairs that are charged to other city departments; \$141,000.

Background

Sublet charges to vendors for repairs to vehicles and equipment have been higher than budgeted this fiscal year. Vehicle accidents and major engine failures that must be repaired by the dealers have been a problem. Several Electric bucket trucks and their bodies have had repairs completed by manufacturers due to code requirement. Fire apparatus and vehicles have also seen an increase in dealer only repairs.

Time Frame

FY 14/15 budget year. Submitted for consideration for 6/8/2015.

Issue

Vehicles and equipment that require manufacturer repair due to regulations or the need for expensive specialized equipment have increased in number. This combined with higher than forecasted accident costs and major equipment failure has resulted in a request to revenue billed charges for service and increase sublet expense.

Recommendations

Staff recommends approval.

Action Needed

Consideration for City Council approval.

Public Notification

City Council Agenda

Fiscal Impact

Funding/Cost: \$141,000

Budgeted Item Y/N or N/A: N

Account:

FROM: Vehicle Maintenance Fund - Billed Charges for Services 651011-7539 \$141,000

TO: Vehicle Maintenance Fund - Sublet Charges 651011-8328 \$141,000

Attachments

No file(s) attached.

City Council

Item # 5. B. 1.

Meeting Date: 06/08/2015

Submitted For: Steve Commons, City Manager's Office

Submitted By: Steve Commons, City Manager's Office

Information

Item

Approval of expenses for the operations account per our agreement with Sports Facility Management (SFM) for management operations agreement for Pelican Bay and adjustment of the previous approved contract amount to split between the current fiscal year and the new fiscal year starting in July; FY 14-15 \$77,500 and FY 15-16 \$193,650. (pending budget approval)

Background

Previously, the City Council approved the management service agreement with SFM. That reflected a 12 month contract which crosses over two budget years. What we should have requested was an amount to reflect the current expenses for the present budget year and then request an amount for the new fiscal year. One thing that we overlooked when requesting funding authority was the need to allocate funds for operating expenses. Our contract recognizes that they will operate the pool from revenue collected. It also states that if there is a shortfall within any month, we are responsible to cover those expenses. The agreement identifies that they will provide us an operating budget and the client (the City) will provide funding based on that operating budget. We recognize they have upfront costs in setting up the pool and staffing, so we have agreed to provide \$50,000 so there will be ample cash flow available to cover operating expenses through the season. They provide us monthly reporting of the revenue and expenditures so we can monitor the operating account. Excess revenue generated following the pool season will be refunded to the City. Therefore, we are making the following request to modify previously approved amount to SFM for the current fiscal year and to authorize the amounts noted below for the next fiscal year.

Current Fiscal Year - FY14-15

Management Services Agreement	\$23,000
Reimbursable Expenses	\$4,500
Operating Expense Account	<u>\$50,000</u>
Total FY14-15	\$77,500

Next Fiscal Year - FY15-16

Management Services Agreement	\$139,150
Reimbursable Expenses	\$4,500
Operating Expense Account	<u>\$50,000</u>
Total FY15-16	\$193,650

Time Frame

Upon City Council approval.

Issue

Previously, you approved an amount of \$170,000 for SFM for management services at your April 13, 2015 meeting. We are asking that we revise that request and split some of the management expenses between appropriate fiscal years and also include operating expense money for each fiscal year as noted in the background section.

Recommendations

Approval of the revised SFM Management and Operating Expenses in the amount of \$77,500 for FY 14-15 and for \$193,650 for FY 15-16.

Action Needed

Approval of the revised SFM Management and Operating Expenses in the amount of \$77,500 for FY 14-15 and for \$193,650 for FY 15-16.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$271,150

Budgeted Item Y/N or N/A: Y

Account:

001065-8361 \$77,500

FY 14-15 Pelican Bay Contract Services

001065-8361 \$193,650

FY 15-16 Pelican Bay Contract Services (pending budget approval)

Attachments

No file(s) attached.

City Council

Item # 5. A. 2.

Meeting Date: 06/08/2015

Submitted For: Steve Commons

Submitted By: Steve Commons, City Manager's Office

Information

Item

Approval of a Supplemental Appropriation from additional Contributed Capital to cover the final expenses associated with Heritage Village infrastructure installation; \$4,703.73 increase.

Background

The final change orders have been prepared to close out the infrastructure improvements for the Heritage Village development project. Those change orders are on this agenda. The final net increase is \$4,703.73 which will be provided as per our agreement with Turning Point Ministries as additional contributed capital for the project.

Time Frame

Upon approval the changes will be implemented.

Issue

Actions needed to close out the project.

Recommendations

Approval of Supplemental Appropriation.

Action Needed

Approval of Supplemental Appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$4,703.73

Budgeted Item Y/N or N/A: N

Account:

338001-7813 2000 Capital Improvement Sales Tax - Contributed Capital Revenue \$4,703.73

338009 - 8545 2000 Capital Improvement Sales Tax - Heritage Village Infrastructure Imp. \$4,703.73

Attachments

No file(s) attached.

City Council

Item # 5. A. 3.

Meeting Date: 06/22/2015

Submitted For: Steve Commons

Submitted By: Vicki Martin, City Manager's Office

Information

Item

Approval of Transfer of Appropriations for Festival Market Place to cover unexpected computer replacement; \$731.

Background

Due to unexpected computer replacement. Computer quit functioning before the scheduled replacement date.

Time Frame

Immediate Upon Approval

Issue

Approval of a transfer within the Festival Market Place Budget.

Recommendations

Approval of the Transfer of Appropriation.

Action Needed

Motion to Approve

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$731.00

Budgeted Item Y/N or N/A: N

Account:

FROM: GF-Festival Market Place Utility Charges 001018-8308 \$731.00

TO: GF-Festival Market Place Computer Supplies 001018-8249 \$731.00

Attachments

No file(s) attached.

City Council

Item # 5. A. 4.

Meeting Date: 06/22/2015

Submitted For: Ryan Ochsner

Submitted By: Ryan Ochsner, Community Image

Information

Item

Approval and Consideration of Transfer of Appropriations for material and supply expenses from General Fund-Urban Forestry; \$5,000.

Background

Throughout the year, material and supply expenses have been higher than anticipated. The higher cost are due mainly to the amount of field based work done internally, and the purchase of plant material directly from the wholesaler, rather than through a contractor as part of an installation contract. Funds are available in the Urban Forestry "Contract Services" to cover the increase in Materials and Supplies.

Time Frame

Upon City Council approval.

Issue

Additional funds are needed in the Urban Forestry Materials & Supplies budget. Sufficient funds are available with the Urban Forestry budget for Contract Services to fund the deficiency.

Recommendations

Approval

Action Needed

Motion to Approve

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$5,000

Budgeted Item Y/N or N/A: N/A

Account:

Transfer from Urban Forestry 001161 - 8361 Urban Forestry Contract Services
Transfer to Urban Forestry 001161 - 8299 Misc. Materials & Supplies

Attachments

No file(s) attached.

City Council

Item # 6. A. 1.

Meeting Date: 08/10/2015

Submitted For: Dean Sherrick

Submitted By: Dean Sherrick, Edmond Electric

Information

Item

Approval of Transfer of Appropriations for Edmond Electric; \$35,735.58.

Background

Edmond Electric's Vehicle Maintenance Charges and New Vehicle Preparation expenses exceeded the money budgeted for FY '15 in the total amount of \$35,737.58. The budget line items for Vehicle Maintenance Charges, 562032-8819, and New Vehicle Preparation, 653032-8414, dropped to a point where the May and June invoices cannot be paid without the approval of this transfer.

Time Frame

Upon approval.

Issue

This transfer is necessary to pay the May and June Vehicle Maintenance Charges and New Vehicle Preparation for the previous fiscal year ending June 30, 2015.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve transfer of funds.

Public Notification

N/A

Fiscal Impact

Funding/Cost: \$35,735.58

Budgeted Item Y/N or N/A: N/A

Account:

From: Electric Fund:

Electrical Materials, 562032-8220 - \$35,735.58

To: Electric Fund:

Transfers-Vehicle Maintenance Charges, 562032-8819 - \$31,585.77

Electric Fleet New Vehicle Preparation, 653032-8414 - \$4,149.81

Attachments

No file(s) attached.

City Council

Meeting Date: 09/28/2015

Submitted For: Kelly Neal

Submitted By: Kelly Neal, Finance

Information

Item

Approval of FY14-15 Year-End Budget Transfers of Appropriations to balance departmental budget categories for governmental fund types.

Background

Each year-end, final budget amendments are routinely requested to balance departmental budget categories for governmental fund types, usually as a result of final year-end entries and accruals necessary per generally accepted accounting principles.

Time Frame

FY2014-2015

Issue

Over-expended appropriations at the legal level of control established at the category level of expenditures by Council for 2015 violates provisions of the Municipal Budget Act of 1979 and is reported in the annual audit. The requested transfer of appropriations will correct the reportable condition.

Recommendations

Staff recommend approval.

Action Needed

Motion to approve Transfer of Appropriations request.

Public Notification

Council agenda posting is required.

Fiscal Impact

Funding/Cost: \$22,365,404

Budgeted Item Y/N or N/A: Y

Account:

FROM: GF-Transfers In Sales Tax 001001-7901 \$1,904,377

TO: GF-Transfers Out Sales Tax 001001-8804 \$1,904,377

FROM: GF-Emergency Management Mat & Supplies 001014-8221 \$2,390

TO: GF-Emergency Management Personal Services 001014-8123 \$2,390

FROM:GF-Cemetery Other Svcs & Charges 001015-8314 \$145

TO: GF-Cemetery Mat & Supplies 001015-8228 \$145
FROM:GF-Planning Other Svcs & Charges 001171-8352 \$2,145
TO: GF-Planning Mat & Supplies 001171-8201 \$2,145
FROM:GF-Rev Sales Tax 001001-7100 \$1,069
TO: GF-Mobile Meals Other Svcs & Charges 001944-8308 \$1,069
FROM:GF-Rev Sales Tax 001001-7100 \$1,069
TO: GF-U R Special Ministries Other Svcs & Charges 001950-8308 \$1,069
FROM: Art in Public Places-Other Svcs & Charges 123004-8361 \$3,835
TO: Art in Public Places-Mat & Supplies 123004-8203 \$15
TO: Art in Public Places-Transfers Out 123004-8811 \$3,820
FROM:CVB-Mat & Supplies 130093-8203 \$4,670
FROM: CVB-Personal Svcs-130093-8123 \$130
TO: CVB-Other Svcs & Supplies 130093-8386 \$4,800
FROM: CIP-Capital Outlay 331001-8404 \$200
TO: CIP-Other Svcs & Charges 331001-8345 \$200
FROM:2012 Public Safety CIP-Other Svcs & Charges 332001-8361 \$61,465
TO: 2012 Public Safety CIP-Mat & Supplies 332001-8223 \$34,128
TO: 2012 Public Safety CIP-Debt Service 332001-8701 \$27,337
FROM: Roadway Improv-Interest Revenue 335007-7700 \$5
TO: Roadway Improv-Other Svcs & Charges 335007-8345 \$5
FROM: 2000 CIP-Loan Proceeds 338001-7903 \$20,362,165
TO: 2000 CIP-Other Svcs & Charges 338001-8356 \$14,285
TO: 2000 CIP-Transfers Out 338001-8805 \$20,347,880
FROM: Liability Tort-Other Svcs & Charges 611020-8399 \$5,375
TO: Liability Tort-Transfers Out 611020-8819 \$855
TO: Liability Tort-Transfers Out 611022-8805 \$4,520
FROM: Admin Support-General Other Svcs & Charges 652052-8302 \$5,065
TO: Admin Support-General Mat & Supplies 652052-8209 \$5,065
FROM: Admin Support-Treasurer Other Svcs & Charges 652065-8310 \$1,430
FROM: Admin Support-Treasurer Mat & Supplies 652065-8249 \$691
TO: Admin Support-Treasurer Personal Svcs 652065-8106 \$2,121
FROM: Fleet Management-Mat & Supplies 653022-8299 \$5,282
FROM: Fleet Management- Revenue GPS Svcs 653022-7541 \$3,696
TO: Fleet Management-Other Svcs & Charges 653022-8361 \$1,768 242
TO: Fleet Management-Other Svcs & Charges 653032-8361 \$2,170
TO: Fleet Management-Other Svcs & Charges 653121-8361 \$5,040
FROM: Hospital Sale Trust-Debt Svcs 755001-8701 \$200
TO: Hospital Sale Trust-Other Svcs & Charges 755001-8704 \$200

Attachments

No file(s) attached.

City Council

Item # 0.

Meeting Date: 10/12/2015

Submitted For: Kelly Neal

Submitted By: Kelly Neal, Finance

Information

Item

Approval of FY14-15 Year-End Budget of Appropriations to balance General Fund Budget category transfer out.

Background

Each year-end, final budget amendments are routinely requested to balance departmental budget categories for governmental fund types. Council was presented for approval several departmental budget transfers to address final year-end entries and accruals. At the time the agenda item was presented the year-end true up for Fire and Police required transfer of the General Fund revenue was not complete. This agenda item addresses the true up and transfer of appropriations to the budget.

Time Frame

FY2014-2015

Issue

Over-expended appropriations at year-end for the transfer out to Fire/Police as required by City ordinance. The requested transfer of appropriations will correct the reportable condition.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve Transfer of Appropriations request.

Public Notification

Council agenda posting is required.

Fiscal Impact

Funding/Cost: 2,563,425.00

Budgeted Item Y/N or N/A: N

Account:

FROM: General Fund-Sales Tax Revenue 001001-7100 \$2,013,150
FROM: General Fund-Use Tax Revenue 001001-7101 \$550.275
TO: General Fund-Transfers Out Fire PSLTF 001002-8812 \$1,151,238
TO: General Fund-Transfers Out Police PSLTF 001002-8813 \$1,412,187

Attachments

No file(s) attached.
