



2017

2018

# ANNUAL BUDGET REPORT and Additional Documentation

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JUL 21 2017

State Auditor  
and Inspector

Oklahoma

CITY OF MIDWEST CITY, OKLAHOMA  
LIST OF PRINCIPAL OFFICIALS

City Council

MATTHEW D. DUKES II  
Mayor

SUSAN EADS  
Councilmember, Ward 1

PAT BYRNE  
Councilmember, Ward 2

RICK DAWKINS  
Councilmember, Ward 3

M. SEAN REED  
Councilmember, Ward 4

CHRISTINE ALLEN  
Councilmember, Ward 5

JEFF MOORE  
Councilmember, Ward 6

Management

GUY HENSON  
City Manager

TIM LYON  
Assistant City Manager

CHRISTY BARRON  
Finance Director

SARA HANCOCK  
City Clerk

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BUDGET SUMMARY FOR FISCAL YEAR 2017-2018

FUND BUDGET SUMMARY FY 2017-2018	General	Police	Fire	Proprietary	Internal Service	Capital Projects	Special Revenue	G. O. Debt Svc	Total
<b>REVENUE SOURCES:</b>									
Taxes	22,985,448	2,729,167	2,216,647	-	-	6,410,979	3,216,493	342,532	37,901,266
License & Permits	360,851	-	10,001	25,302	-	113,217	21,622	-	530,993
Miscellaneous Revenue	202,046	2,717	11,857	67,116	91,049	-	285,599	-	660,384
Investment Income	88,470	23,468	21,635	254,703	88,087	107,438	3,000,021	7,726	3,591,548
Charges for Services	468,669	-	22,304	28,973,291	12,984,814	-	2,751,682	-	45,200,780
Fines and Forfeitures	1,364,728	16,607	-	-	-	49,746	217,246	-	1,648,327
Intergovernmental	461,937	-	-	-	-	-	484,946	-	946,883
Proceeds from Loan	-	-	-	65,063	-	-	47,120	-	112,183
<b>Total Revenue</b>	<b>25,932,149</b>	<b>2,771,959</b>	<b>2,282,444</b>	<b>29,385,475</b>	<b>13,163,950</b>	<b>6,681,380</b>	<b>10,024,729</b>	<b>350,258</b>	<b>90,592,344</b>
Transfer In - Inter	11,574,312	9,814,127	7,934,063	15,751,222	135,037	359,614	1,243,668	-	46,812,043
Transfer In - Intra	-	-	-	-	-	-	1,492,592	-	1,492,592
<b>Gain / (Use) of Fund Balance</b>	<b>(646,112)</b>	<b>(400,856)</b>	<b>(349,415)</b>	<b>(545,362)</b>	<b>(201,076)</b>	<b>(874,436)</b>	<b>(2,874,824)</b>	<b>(34,218)</b>	<b>(5,926,299)</b>
<b>AVAILABLE FUNDING</b>	<b>38,152,573</b>	<b>12,986,942</b>	<b>10,565,922</b>	<b>45,682,059</b>	<b>13,500,063</b>	<b>7,915,430</b>	<b>15,635,813</b>	<b>384,476</b>	<b>144,823,278</b>
<b>EXPENDITURES:</b>									
Managerial	477,202	-	-	-	-	-	-	-	477,202
City Clerk	94,014	-	-	-	-	-	-	-	94,014
Human Resources	443,787	-	-	-	-	-	-	-	443,787
City Attorney	54,201	-	-	-	-	-	-	-	54,201
Community Development	1,906,877	-	-	-	-	-	-	-	1,906,877
Parks, Recreation & Tourism	596,228	-	-	-	-	-	790,154	-	1,386,382
Finance	677,772	-	-	-	-	-	-	-	677,772
Street/Parks	2,933,686	-	-	-	-	935,478	480,000	-	4,349,164
Animal Welfare	434,491	-	-	-	-	-	-	-	434,491
Municipal Court	491,762	-	-	-	-	-	-	-	491,762
General Government	1,174,153	-	-	417,960	-	717,577	1,178,011	-	3,487,701
Juvenile	-	-	-	-	-	-	106,633	-	106,633
Neighborhood Services	1,234,502	-	-	-	-	-	-	-	1,234,502
Information Technology	553,497	-	-	-	-	-	493,671	-	1,047,168
Emergency Management	994,479	-	-	-	-	-	445,546	-	1,440,025
Swimming Pools	292,598	-	-	-	-	-	-	-	292,598
Police	-	12,886,942	-	-	-	443,096	286,807	-	13,616,845
Fire	-	-	10,355,922	-	-	361,000	-	-	10,716,922
Sanitation	-	-	-	4,772,587	-	-	-	-	4,772,587
Water	-	-	-	7,527,308	-	-	-	-	7,527,308
Wastewater	-	-	-	6,093,018	-	-	-	-	6,093,018
Golf	-	-	-	1,132,718	-	-	-	-	1,132,718
Hotel/Conference Center	-	-	-	5,010,736	-	-	-	-	5,010,736
FF&E Reserve	-	-	-	361,000	-	-	-	-	361,000
Grants	-	-	-	-	-	-	778,086	-	778,086
Fleet Maintenance	-	-	-	-	2,661,513	-	-	-	2,661,513
Surplus Property	-	-	-	-	50,503	-	-	-	50,503
Public Works Administration	-	-	-	-	967,872	-	-	-	967,872
Debt Service	-	-	-	6,516,788	-	-	-	376,750	6,893,538
Self Insurance - Vehicle, Prop, GL & WC	-	-	-	-	2,234,816	-	-	-	2,234,816
26th Street Redevelopment	-	-	-	-	-	-	565,779	-	565,779
Life and Health Insurance	-	-	-	-	7,585,359	-	-	-	7,585,359
Drainage	-	-	-	536,034	-	-	-	-	536,034
Mobile Home Park	-	-	-	76,381	-	-	-	-	76,381
Welcome Cntr & CVB-Economic Development	-	-	-	-	-	-	569,895	-	569,895
Hospital	-	-	-	-	-	-	6,367,754	-	6,367,754
Urban Renewal	-	-	-	-	-	-	50,500	-	50,500
Economic Development	-	-	-	25,200	-	-	-	-	25,200
<b>Total Expenditures</b>	<b>12,359,249</b>	<b>12,886,942</b>	<b>10,355,922</b>	<b>32,469,730</b>	<b>13,500,063</b>	<b>2,457,151</b>	<b>12,112,836</b>	<b>376,750</b>	<b>96,518,643</b>
Transfers Out - Inter	25,793,324	100,000	210,000	13,212,329	-	5,458,279	2,030,385	7,726	46,812,043
Transfers Out - Intra	-	-	-	-	-	-	1,492,592	-	1,492,592
<b>TOTAL</b>	<b>38,152,573</b>	<b>12,986,942</b>	<b>10,565,922</b>	<b>45,682,059</b>	<b>13,500,063</b>	<b>7,915,430</b>	<b>15,635,813</b>	<b>384,476</b>	<b>144,823,278</b>

To be adopted by Resolution at the department level.

**MIDWEST CITY, OKLAHOMA**  
**RESOLUTION NO. 2017- 25**

**A RESOLUTION APPROVING THE CITY OF MIDWEST CITY, OKLAHOMA  
BUDGET FOR THE FISCAL YEAR 2017-2018 AND ESTABLISHING BUDGET  
AMENDMENT AUTHORITY**

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

**WHEREAS,** The Chief Executive Officer has prepared a budget for the fiscal year ending June 30, 2018 (FY 2017-2018) consistent with the Act; and

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

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

**WHEREAS,** The City of Midwest City Council has conducted a public hearing at least 15 days prior to the start of the fiscal year, and published notice of the public hearing in compliance with Section 17-208 of the Act; and

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

SECTION 1. The City Council of the City of Midwest City does hereby adopt the FY 2017-2018 Budget on the 13<sup>th</sup> day of June 2017 with total resources available in the amount of \$90,932,255 and total fund/departmental appropriations in the amount of \$90,932,255. Legal appropriations (pending/encumbering) limits are hereby established as follows:

***General Fund:***

Departments-Divisions:

City Manager (010-0110)	\$ 477,202
City Clerk (010-0211)	\$ 94,014
Human Resources (010-0310)	\$ 443,787
City Attorney (010-0410)	\$ 54,201
Community Development (010-0510)	\$ 1,906,877
Park & Recreation (010-0610)	\$ 596,228
Finance (010-0810)	\$ 677,772
Street/Parks (010-0910)	\$ 2,933,686
Animal Welfare (010-1010)	\$ 434,491
Municipal Court (010-1210)	\$ 491,762
General Government (010-1410)	\$ 1,174,153
Neighborhood Services (010-1510)	\$ 1,234,502
Information Technology (010-1610)	\$ 553,497
Emergency Management (010-1810)	\$ 994,479
Swimming Pools (010-1910)	\$ 292,598
Transfers Out (010-0000)	\$25,793,324
Police Fund (020-62/10-20):	\$12,986,942
Fire Fund (040-64/10-20):	\$10,565,922

***Special Revenue:***

General Government Sales Tax (009)	\$ 516,426
Street and Alley (013-0910)	\$ 480,000

Proprietary:  
 Mobile Home Park (017-1710) \$ 76,381

Internal Service:  
 Public Works Administration (075-3010) \$ 967,872  
 Fleet Maintenance (080-2510) \$ 2,661,513  
 Surplus Property (081-2610) \$ 50,503  
 Risk Management (202-29/10-30) \$ 2,234,816  
 L & H Benefits (240-0310) \$ 7,585,359

Capital Projects:  
 General Fund Capital Outlay Reserve (011) \$ 107,500  
 Police Capitalization (021-62/10-99) \$ 443,096  
 Fire Capitalization (041-64/10-99) \$ 361,000  
 Dedicated Tax (065-6600) \$ 365,662  
 Capital Improvements (157-5700) \$ 605,000  
 G.O. Bond Debt Service (269-6910) \$ 569,816  
 Sales Tax Capital Improvements (340-8050) \$ 5,463,356

Debt Service:  
 General Obligation Street Bond (350-0000) \$ 384,476

Technology (014-1415) \$ 493,671  
 Street Lighting Fee (015) \$ 250,000  
 Reimbursed Projects (016-1410/3710/4820) \$ 106,782  
 Juvenile (025-1211) \$ 106,633  
 Police Special Projects - Seizures (030-6200) \$ 16,375  
 Police Special Projects - Misc. (031-6200) \$ 14,600  
 Police Federal Projects (033-6200) \$ 24,500  
 Police Lab Fees (034-6210) \$ 16,900  
 Employee Activity (035-3800) \$ 9,650  
 Police Jail (036-6230) \$ 155,990  
 Police Impound Fees (037-6240) \$ 33,692  
 Welcome Center (045-7410) \$ 215,449  
 Convention & Visitors Bureau (046-0710/8710) \$ 354,446  
 Emergency Operations (070-2100) \$ 495,900  
 Activity (115):  
 Parks (115-23/15-20) \$ 58,907  
 Recreation (115-78/10-22) \$ 158,091  
 Parks and Recreation (123):  
 Park & Recreation (123-0610) \$ 563,157  
 Parks (123-2310) \$ 10,000  
 CDBG (141-39/01-99) \$ 512,586  
 Grants/Housing Activities (142-37/10-30) \$ 265,500  
 Federal & State Grants (143):  
 Emergency Operations (143-2100) \$ 15,000  
 Downtown Redevelopment (194-92/10-50) \$ 1,517,160  
 Urban Renewal (201-9310) \$ 50,500  
 Animals Best Friends (220-1000) \$ 24,750  
 Hotel/Motel Tax (225-8700) \$ 587,010  
 Court Bonds (235-0000) \$ 1,640  
 Disaster Relief (310-8810) \$ 295,153



SECTION 2. The City Council does hereby authorize the City Manager to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2017-2018, from one line item to another, one object category to another within a department, or one department to another within a fund, without further approval by the City Council.

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

PASSED AND APPROVED by the Mayor and Council of the City of Midwest City, Oklahoma, this 13<sup>th</sup> day of June, 2017.



CITY OF MIDWEST CITY, OKLAHOMA

*Rob DeLo*  
Mayor, Acting

ATTEST:

*Sara Hancock*  
City Clerk

APPROVED as to form and legality this 13<sup>th</sup> day of June, 2017.

*[Signature]*  
City Attorney

RESOLUTION NO. MA2017- 01

**A RESOLUTION OF THE MIDWEST CITY MUNICIPAL AUTHORITY ADOPTING ITS BUDGET FOR FISCAL YEAR 2017-2018 IN THE AMOUNT OF \$45,580,478.**

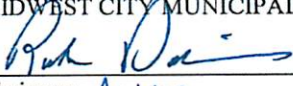
WHEREAS, a public hearing was held on June 13<sup>th</sup>, 2017, for the purpose of receiving citizens' input into the budgeting process;

NOW, THEREFORE, BE IT RESOLVED BY THE CHAIRMAN AND TRUSTEES OF THE MIDWEST CITY MUNICIPAL AUTHORITY that the following budget be adopted for Fiscal Year 2017-2018:

Sanitation (190-4110)	\$ 6,143,523
Utilities – Water (191-4210)	\$ 6,164,292
Utilities – Wastewater (192-4310)	\$ 5,862,457
Hotel/Conference Center (195-40/10-24)	\$ 5,223,794
FF&E (Hotel/Conf Cntr) (196-4010)	\$ 361,000
Golf (197-4710/4810)	\$ 1,132,718
Drainage Tax (050-6500)	\$ 63,666
Capital Drainage (060-7210)	\$ 472,368
Storm Water Quality (061-6110)	\$ 941,768
Capital Water Improvements (172-49/00-10)	\$ 376,817
Construction Payment (178-4200)	\$ 954,000
Sewer Backup (184-4310)	\$ 15,500
Sewer Construction (186-4600)	\$ 1,282,329
Utility Services (187-5011)	\$ 1,192,436
Capital Sewer Improvement (188-44/00-10)	\$ 312,300
Utilities Capitalization (189-4210)	\$ 417,960
Customer Deposits (230-0000)	\$ 22,221
Debt Service-Revenue Bond (250)	\$14,641,329

PASSED AND APPROVED by the Chairman and Trustees of the Midwest City Municipal Authority this 13<sup>th</sup> day of June, 2017.

MIDWEST CITY MUNICIPAL AUTHORITY

  
Chairman, Acting

ATTEST:

  
Secretary

APPROVED as to form and legality this 13<sup>th</sup> day of June, 2017.

  
City Attorney

RESOLUTION NO. HA2017- 02

**A RESOLUTION OF THE MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY ADOPTING ITS BUDGET FOR FISCAL YEAR 2017-2018 IN THE AMOUNT OF \$8,285,346.**


WHEREAS, a public hearing was held on June 13<sup>th</sup>, 2017 for the purpose of receiving citizens' input into the budgeting process;

**NOW, THEREFORE, BE IT RESOLVED BY THE CHAIRMAN AND TRUSTEES OF THE MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY** that the following budget be adopted for Fiscal Year 2017-2018:

Hospital Authority Discretionary (425-9050)	\$ 3,738,392
Hospital Authority Compounded Principal (425-9010)	\$ 1,544,152
Hospital Authority Hospital Expansion-Loan Reserve (425-9020)	\$ 58,440
Hospital Authority In Lieu of-ROR-Miscellaneous (425-9060)	\$ 2,944,362

PASSED AND APPROVED by the Chairman and Trustees of the Midwest City Memorial Hospital Authority this 13<sup>th</sup> day of June, 2017.

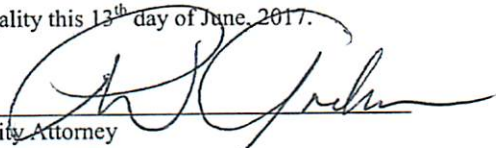
MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY

  
\_\_\_\_\_  
Chairman, Acting

ATTEST:

  
\_\_\_\_\_  
Secretary

APPROVED as to form and legality this 13<sup>th</sup> day of June, 2017.

  
\_\_\_\_\_  
City Attorney





**City Manager**  
100 N. Midwest Boulevard  
Midwest City, OK 73110  
[ghenson@midwestcityok.org](mailto:ghenson@midwestcityok.org)  
Office: 405.739.1204/Fax: 405.739.1208  
[www.midwestcityok.org](http://www.midwestcityok.org)

To: Honorable Mayor and Council  
From: Guy Henson, City Manager  
Date: June 13, 2017  
Ref: Proposed Operating and Capital Budgets for Fiscal Year 2017-2018

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Presented herewith are the proposed operating and capital budgets for Fiscal Year (FY) 2017-2018. In all, they represent expenditures of nearly \$144,823,278, which includes \$48,304,635 of inter/intra fund transfers. The City's operating budgets seek to reflect and implement the City's Mission Statement, "It is the mission of the City to maximize the quality of life for our citizens through professional services, proper management of existing resources and appropriate planning."

#### **Overall**

The FY 2017-18 General Fund reflects revenues that will be 1% higher than our year-end estimates for FY 2016-17. We project General Fund revenues of \$37,506,461. Sales and use taxes represent approximately 78% of total revenues in the General Fund. The second major sources of revenue into the General Fund are intra fund transfers from various enterprise accounts, including the Water, Sewer, Sanitation and Stormwater Funds. In FY 2016-17, the total transfer amount from these was \$2,326,401. In 2017-18, this was increased by \$425,000 and reflects the first increase in transfers since 2002. In addition, \$500,000 was transferred into the General Fund from the Hospital ROR/In Lieu/Miscellaneous, and Downtown Funds. Of this total revenue, \$17,465,237 is transferred to the Police and Fire Department budgets. This, along with other earmarked sales tax and miscellaneous revenue, will fund this year's Police Department operating and capital budgets of \$13,616,845. The Fire Department's operating and capital budgets will be \$10,716,922.

#### **Police Department**

Over the past seven fiscal years, the number of sworn officers (excluding the Police Chief and Assistant Police Chief) has remained relatively constant with 93 officers from FY 2010-11 through FY 2012-13, 94 officers in FY 2013-14, and 92 officers from FY 2014-15 through FY 2016-17. Next year's budget also provides for 92 sworn officers. Otherwise, staffing levels for the balance of the Department remains the same with full-time personnel at 120.51.

#### **Juvenile Program**

An organizational change should be noted regarding the juvenile program (Fund 25). Due to lagging revenue and a reduced number of citations, the Juvenile Compliance Coordinator's position and the Municipal Court Clerk's position was merged. The former Municipal Court Clerk retired thus giving us an opportunity to evaluate this reorganizational opportunity with the end-mission of financially propping up the Juvenile Program to meet future demand for services. A full-time juvenile probation officer continues to be fully funded.

### **Fire Department**

In FY 2016-17, four existing unfunded positions were filled resulting in a total suppression workforce of 75. This year the Public Education Specialist position was eliminated and the Communication Coordinator's position (.27%) was moved to another department to help reduce departmental expenditures. Otherwise, staffing remains the same. Of a total department of 83 staff, 75 are dedicated for suppression.

### **Water/Sewer/Infrastructure**

Improvements to the City's water distribution system will continue this year. Funds have been budgeted to prepare engineering plans for a new water tower near the intersection of S.E. 29<sup>th</sup> and Hiwassee. In addition, the existing tower at the Water Treatment Plant will be repainted. Distribution extensions to the eastside of the community will continue and several gaps in the water distribution systems will be closed.

The Water Resource Recovery Facility was officially opened in May of 2015. This facility provides the City with updated wastewater treatment capability for the next 25 years. The Facility also includes composting. This eliminates the need to treat, test and transport liquid and solid sludge to permitted agricultural sites in northeast Oklahoma City.

### **Streets**

A number of street projects were initiated in FY 2016-17 and are under construction throughout the City. The widening of S.E. 15<sup>th</sup> Street from Lynn Fry Dr. to Anderson Road and improvements to S.E. 15<sup>th</sup> Street from Midwest Blvd. to Oelke are currently under construction. Two additional major streets are scheduled in FY 2017-18: 1) the rotomill and overlay of Douglas between S.E. 4<sup>th</sup> Street and N.E. 10<sup>th</sup> Street, and 2) the reconstruction of S.E. 29<sup>th</sup> Street between Midwest Boulevard and Douglas Boulevard.

### **Trails and Sidewalks**

In our efforts to promote walkability and a more healthy community, additional trail projects will be funded this year. A new trail on the south side of S.E. 29<sup>th</sup> Street from Sooner Road to Air Depot will be installed and will connect to existing pedestrian facilities at both locations. In addition, an extension of the Solider Creek Trail north to Mid-America Park will be installed. Both of these projects will be funded with assistance of Federal/State funds earmarked for this purpose.

### **Midwest City Memorial Hospital Authority**

The Midwest City Memorial Hospital Authority (Hospital Authority) investment value as of April 30, 2017 was \$82,197,719. The budget proposes \$450,000 in grants. Other funds in the amount of \$3,150,000 have also been set aside for a Tax Increment Financing District project.

### **Health Benefits**

The City's self-funded Health Plan is a very important component of our overall benefits package. This year we continue to infuse revenue (\$350,000) into the various City budgets to help funding of retiree health insurance. As in the past, the City pays the Dental and Life Insurance premiums for all active employees. The City's wellness program continues to benefit our employees through education, activities, and programs designed to promote a healthy workforce.

**Quality of Life/Parks/Events**

As we continue to compete with other communities in the metropolitan area, it is important that we undertake programs and projects that enhance the quality of life in our community. Special events are very valuable in building community identity. The following are those events which help make us a great community:

Made in Oklahoma Festival	Cruise in for Coffee	Christmas Tree Lighting
Mid-America Street Fest	Fall Concert Series	Storyland Christmas
4th and 5th grade Dance	Midwest Summer Fest	Covered in Color – Sidewalk
Fourth of July Tribute to	Veterans Day Parade	Chalk Event
Liberty	Renaissance Run and	Summer Lunchtime & Tunes
Tinker Inter Tribal Council	Nightlight Run	Trick or Treat City
Pow Wow	Martin Luther King Prayer	Splash N’ Dash
Mommy/Son Beach Party	Breakfast	Catfish RoundUp
Daddy/Daughter Dance	Holiday Lights Spectacular	

In support of our active neighborhood associations and other needs within the community, the City will continue the services offered at the Charles J. Johnson, Neighborhood Services offices and at the Neighborhoods In Action Office. This year, in conjunction with the Boy’s and Girl’s Club of Oklahoma County, we will continue to offer a year-round program based at Telestar Elementary.

**Economic Development**

Economic development initiatives across a broad spectrum will continue in the FY 2017-18 year. As in the past, the City will support the Midwest City Chamber of Commerce’s efforts in organizing and implementing Tinker and The Primes, a requirements symposium, held at the Reed Center. The symposium connects businesses and government agencies in the aerospace industry.

The City’s Economic Development Director (the Director) continues to promote retail, office, and industrial development opportunities throughout the City. A new commercial center was recently completed and contains a new Hobby Lobby, Academy, and three outparcels at the northeast corner of S.E. 15<sup>th</sup> Street and Sooner Road. This development will be expanded to the east and will include a new Warren Theatre.

The Director continues to actively work with the current owner of Heritage Park Mall on redevelopment options. A study of the structure and its condition was undertaken in FY 2016-17, funded by a Hospital Authority grant, and the condition of the Mall will be monitored in FY 2017-18. The Director continues to manage the development of Solider Creek Industrial Park (SCIP). In FY 2016-17, SCIP was certified as a site ready industrial park by the Oklahoma Department of Commerce.

Plans for improvements in the Original Square Mile continue to move forward. An advisory committee is recommending a pilot project to include street improvements, sidewalks, lighting, housing, park design, potential land acquisition, and creation of special urban overlay district to encourage improvements to the housing stock.

### **Salary and Benefits**

This year's budget provides for merit increases and these are included in the budget numbers for each Department. Negotiations are on-going with the FOP. The IAFF has agreed to roll the existing contract. No cost-of-living increases are contemplated for the balance of the City workforce.

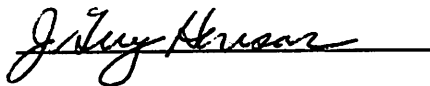
### **Cost Increases**

We will continue to closely monitor all our sources of revenues and expenditures. The City Manager's Report, presented once a month in the City Council Agenda, provides a report by Fund on the current financial condition of the City and its Trusts. This year the City Council has approved a Water rate increase of \$0.50 increase to the minimum rate (0-2,000 gallon) and a \$0.05 increase for each 1,000 gallon over the minimum rate. A Sanitation increase has also been approved for residential service by \$0.35 per month and commercial service by \$1.43 per month.

### **Summary**

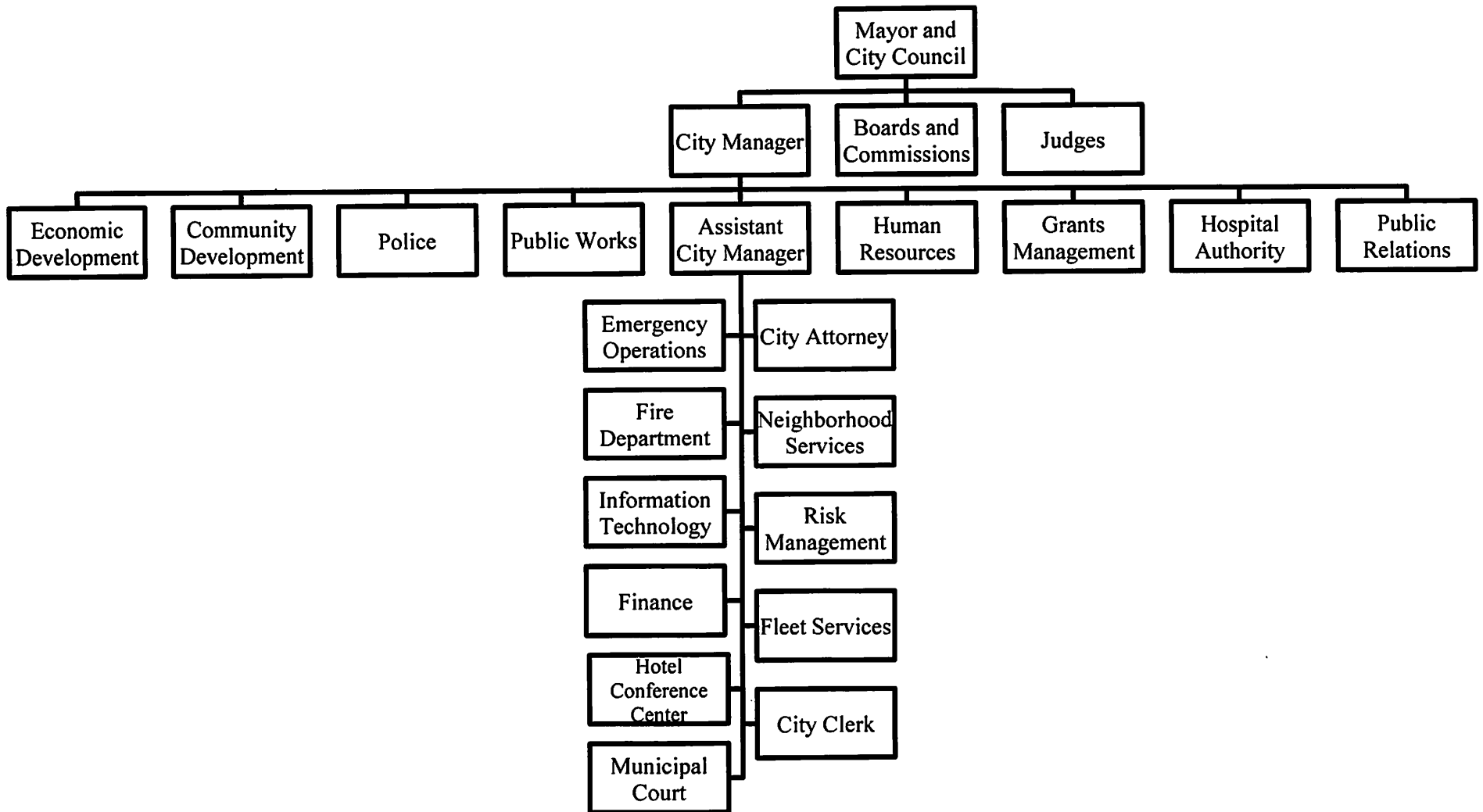
In FY 2016-17, the General Fund revenue was approximately \$850,000 less than projected. Several new commercial projects will open in FY 2017-18 and may increase the City's revenue. In addition, Amazon began remitting sales tax in March of 2017. While these will be beneficial to the City's income stream, it can be difficult to project the full extent of these benefits. It may take a full year of revenue to evaluate the true impact of these new revenue sources to the City.

As has been the practice in this community for many years, City administration will continue to closely monitor our local economy as well as those in our sphere of influence. In addition to pursuing new economic development opportunities it is equally important to preserve and strengthen our existing businesses. All of this is critical if the City is to continue providing the level of municipal services our residents deserve and to support its highly qualified workforce. Even though each year brings new challenges, by working together these challenges can be met and the community made a better place in which to live and work.



J. GUY HENSON, AICP, City Manager





## **LEGISLATIVE REQUIREMENTS**

The Midwest City budget is prepared following a schedule and mandated requirements. This discussion is presented to help the reader be aware of and better understand these requirements.

The Oklahoma Municipal Budget Act of 1979 requires compliance with several guidelines. Included are:

1. A budget that discloses the complete financial position and condition of the City must be prepared and submitted to Council at least thirty days prior to the beginning of the fiscal year.
2. The budget must contain a summary, a message from the City Manager and a description of important budget features. Actual revenues and expenditures for the immediate prior fiscal year must be included along with revenues and expenditures for the current year; an estimate of the revenues and expenditures for the upcoming fiscal year must be included.
3. The estimate of revenues and expenditures must be accounted for by fund and account. The budget of expenditures for each fund may not exceed the estimated revenues and fund balance. No more than 10 percent of the total budget for any fund may be budgeted for miscellaneous purposes (e.g. contingencies and reserves).
4. No later than 15 days prior to the beginning of the budget year, the Council must issue a notice and hold a public hearing on the proposed budget. The date, time and place of the hearing along with a summary of the budget must be published in a newspaper of general circulation no less than five days before the hearing.
5. After the hearing and at least seven days prior to the beginning of the budget year, Council must adopt the budget by resolution.
6. The adopted budget must be filed with the State Auditor and Inspector and the Municipal Clerk. The adopted budget becomes effective on the first day of the fiscal year.
7. Any taxpayer may protest the adopted budget 15 days after it is filed; if no protest is heard, the budget is deemed legal and final unless amended by the Council by resolution.
8. No expenditures or encumbrances may exceed 90 percent of the appropriation for any fund until revenues in an amount equal to at least 90 percent of the appropriation for the fund are collected.
9. General obligation operating debt and deficit spending are prohibited. Midwest City's debt service requirements are, therefore, budgeted in a Debt-Service Fund. Revenue bonds may be issued by Trusts, while voter-approved general obligation bond issues may be used to finance specific capital projects.
10. The Municipal Budget Act also allows cities to transfer funds from one department to another within a fund. The governing body, by resolution has transferred authority to the chief executive officer or his designee as allowed by Title 11, Section 17-215(a) of the Oklahoma State Statutes. All transfers within a department and or fund are approved by the city manager.

## **BUDGET FORMAT**

The budget for the City of Midwest City contains financial summaries, revenue and expenditure summaries, the capital budget and departmental summaries. The departmental summaries provide a breakdown by classification (Personal Services, Benefits, Materials and Supplies, Other Services and Charges, Capital Outlay, Debt Service and Fund Transfers) and a position classification listing for the department as a whole.

Operational budgets for the organization have goals, objectives and performance measures. Goals, objectives and performance measures are management tools for measuring the performance of City departments and work sections in achieving their stated purposes. Goals are broad, general statements of the department's desired social or organization outcomes.

## **ACCOUNTING BASIS**

The City of Midwest City's budget is best characterized as being developed on a cash basis with the exception of utility receivables. The budget is adopted at the department level as allowed by Title 11, Section 17-215(d). The operating budget is an estimate of revenues and expenditures for one fiscal year. This is in conformance with the Oklahoma Municipal Budget Act which does not allow the cities to incur operating fund obligations for more than one fiscal year.

The Oklahoma Municipal Budget Act requires that municipalities adopt an annual budget. General obligation operating debt and deficit spending are prohibited. Midwest City Debt Service requirements are budgeted in the Debt Service Fund. Revenue bonds may be issued by Trusts, but not by the City Council. Voter approved general obligation bond issues may be used to finance specific capital projects.

## **2017-2018 BUDGET CALENDAR**

March 13, 2017

Submission of budget materials to departments

February 27, 2017

Submission of Service Funds due in order to provide the allocation of expenses to the various departments for finalization of their budgets by March 27th, 2017.

March 27, 2017

Submission of budget request by Department Heads

April 3 through April 14, 2017

Budget review by City Manager and Department Heads

April 28, 2017

Submission of proposed budget to Mayor and City Council

May 3 / 22, 2017

Budget review sessions with Council

June 13, 2017

Budget hearing and adoption by City Council

June 27, 2017

Final Budget back to Department Heads to operate FY17-18 and submitted to the Office of the State Auditor & Inspector.

## **ENCUMBRANCES AT JUNE 30<sup>TH</sup>**

All appropriations and encumbrances outstanding at year-end lapse and any open commitments to be honored in the subsequent budget year are reappropriated in the new year's budget.

## MIDWEST CITY 2017 – 2018

Midwest City was founded by W. P. "Bill" Atkinson in 1941, when he found out that an Air Depot (later to be named Tinker Field) would be built in the area of land that he had acquired. After meeting with Air Force officials he found that the Air Depot would be built south of Southeast 29th Street and that their feelings were that a complete town with shopping centers, schools and churches would be needed rather than just temporary housing. Mr. Atkinson then hired Steward Mot, a master land planner. Ten years later Midwest City was chosen "America's Model City."

The Town of Midwest City was incorporated March 11, 1943 by the Board of County Commissioners. An election was held on January 4, 1943. The population at that time was 366 people - the vote for incorporation was 44 for, 0 against. The area incorporated was 211.7 acres (about 1/3 of a square mile). On August 19, 1948 the first City Charter was filed changing the Town of Midwest City to the City of Midwest City.

The City of Midwest City, the eighth largest city in Oklahoma, now covers approximately 25 square miles and has a 2016 projected population of 57,305 people.

The City of Midwest City is a well-rounded city providing the needs of a community, such as education, shopping centers, recreation facilities, medical facilities, churches and quality city government.

Midwest City is a Council-Manager type of government and provides services such as public safety, water, sewer, garbage and trash removal, and recreation facilities.

The City has 564 lane miles of streets with only one-half mile that is unpaved.

Midwest City's diverse economic base has helped the city weather the drastic blows to the State's mainstay oil and agricultural economy. Some of the larger employers in the area are Tinker Air Force Base, Rose State College, Alliance Midwest Medical Center, Boeing, Century Inc., and Mid-Del School System.

Midwest City is located approximately 10 miles from downtown Oklahoma City, which is the largest city in Oklahoma, and also broadens Midwest City's cultural environment for theater, concerts and other forms of entertainment.

## TOTAL BUILDING PERMITS ISSUED 2007 - 2016

FISCAL YEAR	RESIDENTIAL	VALUE	COMMERCIAL	VALUE
2007	591	\$ 30,420,559	271	\$ 49,935,889
2008	488	\$ 25,524,389	252	\$ 21,416,065
2009	515	\$ 29,178,520	203	\$ 23,937,338
2010	550	\$ 25,276,279	170	\$ 14,052,174
2011	114	\$ 13,238,909	52	\$ 52,842,426
2012	112	\$ 19,020,411	27	\$ 54,561,650
2013	85	\$ 1,410,896	4	\$ 1,187,500
2014	69	\$ 11,878,466	8	\$ 6,398,000
2015	106	\$ 16,388,722	27	\$ 10,927,000
2016	126	\$ 23,727,017	70	\$ 84,270,979
<b>TOTAL</b>	<b>2756</b>	<b>\$ 196,064,168</b>	<b>1084</b>	<b>\$ 319,529,021</b>

## FY 2017-18 Midwest City Directory of Boards, Commissions, and Authorities

### Boards/Commissions/Authorities of the Midwest City Elected Officials

Elected Official	End of Terms
Mayor - Matt Dukes	04/09/18
W1 – Susan Eads	04/09/18
W3 - Rick Dawkins	04/09/18
W5 - Christine Price Allen	04/09/18
W2 - Pat Byrne	04/13/20
W4 - Sean Reed	04/13/20
W6 - Jeff Moore	04/13/20

### City Council

Meets the second and fourth Tuesday of the month - except Dec. (Staff – City Manager)

### Economic Development Commission

Meets quarterly on the second Tuesday (Staff – City Manager)

### Memorial Hospital Authority

Meets the second and fourth Tuesday of the month - except Dec. (Staff – City Manager)

### Municipal Authority

Meets the second and fourth Tuesday of the month - except Dec. (Staff – City Manager)

### Residential Parking Restrictions Committee

Meets as needed (Staff – City Manager)  
Sean Reed – Pat Byrne – Jeff Moore

### Sidewalk Committee

Meets as needed (Staff – City Engineer)  
Mayor - Rick Dawkins – Sean Reed

### Utilities Authority

Meets as needed (Staff – City Manager)

### Mayor Appointed/Council Approved Boards/Commissions/Authorities

3-year terms unless noted -End of terms listed

### Americans With Disabilities Transition

#### Plan Committee

Meets in May & Nov. (Staff – City Engineer)

Appointee	End of Terms
Clint Reininger	08/08/17
John Reininger	08/08/17
Dean Hinton (PC)	08/14/18
Christine Allen (Council)	08/14/18
Rick Lewis	08/13/19
Max Wilson	08/13/19
Earl Foster	11/12/19

### Board of Adjustment/Board of Appeals

Meets on call (Staff - Planning Manager)

Appointee	End of Terms
Jess Huskey	05/28/19
Charles McDade	11/12/19
Frank Young	11/12/19
Tammy Cook	05/12/20
Cyrus Valanejad	05/12/20

### Electrical Board

Meets 1st Wednesday or on call  
(Staff - Chief Building Official)

Appointee	End of Terms
Doyle Kelso	10/24/17
Tye Moore	10/24/17
Mike Gregory	09/24/19
Steve Flowers	09/24/19
John Hill	10/08/19

### Urban Renewal Authority

Meets on call (Staff – Economic Dev. Director)

Appointee	End of Terms
Sherry Beard	07/24/18
Eddie O. Reed	07/24/18
Dave Herbert	07/23/19
Russell Smith	07/23/19
Steve Parrot	07/23/19

### Park & Recreation Board

Meets 3rd Wednesday at 5:00 p.m.  
(Staff – Public Works Director)

Appointee	End of Terms
W1 - Frank Young	09/26/17
W2 - Taiseka Adams	05/08/18
W6 - Rick Allison	03/26/19
W6 - John Manning	05/28/19
W4 - Casey Hurt	08/13/19
W2 – Arron Budd	03/26/20
W2 - David Clampitt	05/12/20

### Planning Commission

Serves 3-year terms/Meets 1st Tuesday of month at 7:00 p.m. (Staff – Community Development Director) Also serves as the Airport Zoning Commission/meets as needed.

Appointee	End of Terms
W6 – Vacant	08/08/17
W3 - Dean Hinton	08/08/17
W1 – James Smith	08/08/17
W4 – Russell Smith	01/09/18
W5 - Stan Greil	03/26/19
W2 - Jess Huskey	03/26/19
Mayor – Dee Collins	03/26/19

**Mayor Appointed/Council Approved  
Boards/Commissions/Authorities continued**

**Plumbing, Gas & Mechanical Board**

Serves 3-year terms/Meets on call (Staff - Chief Building Official)

<u>Appointee</u>	<u>End of Terms</u>
Mech. - Steve Franks	03/13/18
Mech. - Jerry White	03/13/18
Mech. - Travis Jernigan	04/09/19
Gas - Keith Mikeman	04/09/19
Plbg. - Dale Milburn	04/09/19
Plbg. - Gary Perkins	04/09/19

**Subdivision Regulations & Zoning**

**Ordinance**

Meets as needed – terms on-going  
(Staff – Current Planning Manager)

<u>Appointee</u>
Rick Dawkins – Council member
Russell Smith – P. C. Appointee
Cy Valanedjad – At-large Appointee
Allen Clark – Builders Advisory Appointee

**Traffic & Safety Commission**

Serves 2-year terms/Meets on call  
(Staff - City Engineer)

<u>Appointee</u>	<u>End of Terms</u>
Cindy Bullen	06/12/18
Nancy Rice	06/12/18
Rick Allison	10/23/18
Cy Valanejad	10/23/18
Gary Bachman	03/12/19
Nick Timme	03/12/19
Kenny Stephenson	03/12/19

**Tree Board**

Meets 2nd Tuesday at 12:00 noon – 3 yr. term  
(Staff – Public Works Director)

<u>Appointee</u>	<u>End of Terms</u>
Sherry Beard	02/13/18
Lou Atkinson	03/12/19
Sherri Anderson	03/26/19
Bob Davis	03/26/19
Grace Sullivan	03/26/19
Suzi Byrne	04/14/20
Margie Humdy	03/10/20

**Council Appointed/Approved  
Boards/Commissions/Authorities**

**Builders' Advisory Board**

3-year terms/Meets on call  
(Staff - Chief Building Official)

<u>Appointee</u>	<u>End of Terms</u>
Allen Clark	01/23/18
Charlie Hartley	02/13/18
Jim Campbell	05/08/18
Tom Jordan	03/12/19
Jim McWhirter	03/12/19
Mike Castleberry	05/26/20
Todd Isaac	05/26/20

**Citizens' Advisory Committee on Housing  
& Community Development**

4-year terms/Meets on call  
(Staff - Grants Management Manager)

<u>Appointee</u>	<u>End of Terms</u>
Mike Anderson	08/08/17
Espaniola Bowen	08/08/17
John Hatfield	08/08/17
Jessie Stone	08/08/17
Tammy Pote	08/13/19
Elaine Winterink	08/13/19
John Black	08/13/19

**Original Mile Reinvestment Committee**

Meets on call, as needed/No term limits  
(Staff – Comprehensive Planner)

<u>Appointee</u>
Mayor - Matt Dukes
Council – Susan Eads
Council - Rick Dawkins
Valencia Howell
Rella Johnson
Sarah Lingenfelter
Teresa Mortimer

**Miscellaneous Appointed/Approved  
Boards/Commissions/Authorities**

**Capital Improvement Program**

Council/Planning Commission/Traffic and Safety - Meets as needed – Terms on-going  
(Staff – City Manager)

<u>Appointee</u>
Mayor - Matt Dukes
W1 – Susan Eads
W2 - Pat Byrne
W3 - Rick Dawkins
W4 - Sean Reed
W5 - Christine Allen
W6 - Jeff Moore
Traffic and Safety Appointee - Gary Bachman
Planning Commission Appointee - Vacant

**Miscellaneous Appointed/Approved  
Boards/Commissions/Authorities continued**

**Economic Development Advisory Board**

Council/Chamber appointed/approved

3-Year terms/Meets Quarterly

(Staff - Economic Development Director)

<u>Appointee</u>	<u>End of Terms</u>
Mid-Del School Supt. – Rick Cobb	04/10/18
Rose State College Pres. - Dr. Jeanie Webb	04/10/18
Mayor – Matt Dukes	04/10/18
City Manager – Guy Henson	04/10/18
MWC Chamber - Pam Hall	04/10/18
Council – Wade Moore	04/09/19
Council - Ed Miller	04/09/19
MWC Chamber Executive Director (non- voting, no term limit) Bonnie Cheatwood	

**Midwest City Memorial Hospital Authority**

**Trust Board of Grantors**

Council/Chamber appointed/approved - 4- year  
terms/Meets on call (Staff - City Manager)

<u>Appointee</u>	<u>End of Terms</u>
W4 - Marcia Conner	04/24/18
W6 - Nancy Rice	04/24/18
Chamber - Pam Dimski	05/22/18
W2 - Charles McDade	05/22/18
Mayor – Sherry Beaird	04/28/20
W1 - John Cauffiel	04/28/20
W3 - Sheila Rose	04/28/20
W5 - Joyce Jackson	04/28/20
Chamber - Dara McGlamery	05/26/20

**Renaissance Run Committee**

Comprised of various Residents and Employees  
/Meets as needed (Staff – Parks and Recreation  
Manager)

**Parkland Review Committee**

Boards/Mayor appointed/Meets on call

(Staff - Community Development

Director)

<u>Appointee</u>	<u>End of Terms</u>
Planning Commission – Vacant	08/08/17
Mayor - Carolyn Burkes	04/09/19
Tree Board - Grace Sullivan	03/26/19
Parks & Rec. - Casey Hurt	03/24/20
Builders Advisory Board - Todd Isaac	05/26/20

**MWC Representatives on Outside  
Boards/Committees**

**Central Oklahoma**

**Master Conservancy District**

Council recommended - Cleveland County

District Judge appointed - 4-year terms/1st

Tuesday at 6:30 p.m. (Staff - City Manager)

<u>Appointee</u>	<u>End of Terms</u>
MWC Kevin Anders	08/14/18
MWC William Janacek	08/14/18
MWC Casey Hurt	08/11/20

**Tinker Restoration Advisory Committee**

Volunteer – RAB Committee/Meets semi-  
annually - on-going term

Volunteer

MWC Rep. - Bill Janacek



### ACCOUNT NUMBERS BY CLASSIFICATION

The Oklahoma Statutes, Title 11, Section 17-11, requires that all revenue and expenditures be classified separately by source. It further states that expenditures shall be departmentalized within each fund and shall be classified into at least the following accounts: Personal Services, Materials and Supplies, Other Services and Charges, Capital Outlay, Debt Service and Fund Transfers. The City of Midwest City and its public trusts utilize the following chart of accounts. This list, though not inclusive, reflects the accounts most commonly used.

Number	Element	Object
10-01	PERSONAL SERVICES	SALARY
10-02	PERSONAL SERVICES	WAGES
10-03	PERSONAL SERVICES	OVERTIME
10-04	PERSONAL SERVICES	ADDITIONAL PAY
10-05	PERSONAL SERVICES	COMMITTEE INCENTIVE PAY
10-06	PERSONAL SERVICES	EDUCATION INCENTIVE
10-07	PERSONAL SERVICES	ALLOWANCES
10-08	PERSONAL SERVICES	OVERTIME - OT1
10-09	PERSONAL SERVICES	OVERTIME - OT2
10-10	PERSONAL SERVICES	LONGEVITY
10-11	PERSONAL SERVICES	SL BUYBACK - OVER BANK
10-12	PERSONAL SERVICES	VACATION BUYBACK
10-13	PERSONAL SERVICES	PDO BUYBACK
10-14	PERSONAL SERVICES	SICK LEAVE INCENTIVE
10-15	PERSONAL SERVICES	EMT-D
10-16	PERSONAL SERVICES	HAZ MAT PAY
10-17	PERSONAL SERVICES	ADDITIONAL INCENTIVE
10-18	PERSONAL SERVICES	SEPARATION PAY
10-19	PERSONAL SERVICES	ON CALL
10-20	PERSONAL SERVICES	INSURANCE ADD PAY

15-01	BENEFITS	SOCIAL SECURITY
15-02	BENEFITS	RETIREMENT
15-03	BENEFITS	GROUP HEALTH INSURANCE
15-04	BENEFITS	WORKERS COMP INSURANCE
15-05	BENEFITS	SELF INS - UNEMPLOYMENT
15-06	BENEFITS	TRAVEL & SCHOOL
15-07	BENEFITS	UNIFORMS

Number	Element	Object
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20-10	MATERIALS AND SUPPLIES	LAB EXPENSES
20-27	MATERIALS AND SUPPLIES	FOOD & BEVERAGE
20-30	MATERIALS AND SUPPLIES	POSTAGE
20-34	MATERIALS AND SUPPLIES	MAINTENANCE OF EQUIPMENT
20-35	MATERIALS AND SUPPLIES	SMALL TOOLS & EQUIPMENT
20-41	MATERIALS AND SUPPLIES	SUPPLIES
20-46	MATERIALS AND SUPPLIES	LUBRICANTS
20-49	MATERIALS AND SUPPLIES	CHEMICALS
20-51	MATERIALS AND SUPPLIES	OTHER EXPENSES
20-52	MATERIALS AND SUPPLIES	FEEDING PRISONERS
20-63	MATERIALS AND SUPPLIES	FLEET FUEL
20-64	MATERIALS AND SUPPLIES	FLEET PARTS
20-65	MATERIALS AND SUPPLIES	FLEET LABOR

30-01	OTHER SERVICES AND CHARGES	UTILITIES / COMMUNICATION
30-21	OTHER SERVICES AND CHARGES	SURPLUS PROPERTY
30-22	OTHER SERVICES AND CHARGES	PWA REIMBURSEMENTS
30-23	OTHER SERVICES AND CHARGES	UPKEEP OF REAL PROPERTY
30-40	OTHER SERVICES AND CHARGES	CONTRACTUAL
30-41	OTHER SERVICES AND CHARGES	CONTRACT LABOR
30-49	OTHER SERVICES AND CHARGES	CREDIT CARD FEES
30-51	OTHER SERVICES AND CHARGES	OTHER EXPENSES
30-54	OTHER SERVICES AND CHARGES	VEHICLE ACCIDENT INSURANCE
30-72	OTHER SERVICES AND CHARGES	MEMBERSHIP / SUBSCRIPTIONS
30-75	OTHER SERVICES AND CHARGES	LEGAL PUBLICATIONS
30-81	OTHER SERVICES AND CHARGES	ADVERTISING
30-82	OTHER SERVICES AND CHARGES	BONDS
30-83	OTHER SERVICES AND CHARGES	ELECTION EXPENSES
30-85	OTHER SERVICES AND CHARGES	INSURANCE / FIRE-THEFT-LIABILITY
30-86	OTHER SERVICES AND CHARGES	ANNUAL AUDIT

Number	Element	Object
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40-01	CAPITAL OUTLAY	VEHICLES AND HEAVY EQUIPMENT (LARGE ROLLING STOCK)
40-02	CAPITAL OUTLAY	MACHINERY, FURNITURE, TOOLS & EQUIPMENT
40-03	CAPITAL OUTLAY	FITNESS EQUIPMENT
40-04	CAPITAL OUTLAY	PARK IMPROVEMENTS
40-05	CAPITAL OUTLAY	UTILITY IMPROVEMENTS (WATER, SEWER LINES)
40-06	CAPITAL OUTLAY	INFRASTRUCTURE (STREETS, BRIDGES)
40-07	CAPITAL OUTLAY	BUILDINGS
40-09	CAPITAL OUTLAY	LAND
40-14	CAPITAL OUTLAY	REMODEL/REFURBISH
40-15	CAPITAL OUTLAY	IMPROVEMENTS OTHER THAN BUILDINGS (RETAINING WALLS, FENCES)
40-17	CAPITAL OUTLAY	EASEMENTS (R.O.W. ACQUISITION)
40-49	CAPITAL OUTLAY	COMPUTERS (HARDWARE)
40-50	CAPITAL OUTLAY	SOFTWARE (MAJOR PURCHASE)

71-01	DEBT SERVICE	INTEREST ON BONDS
71-02	DEBT SERVICE	INTEREST ON NOTES
72-02	DEBT SERVICE	FISCAL AGENT FEES
73-01	DEBT SERVICE	PRINCIPAL ON BONDS
73-02	DEBT SERVICE	PRINCIPAL ON NOTES

80-12	TRANSFERS OUT	CAPITAL OUTLAY
80-20	TRANSFERS OUT	POLICE
80-25	TRANSFERS OUT	JUVENILE
80-40	TRANSFERS OUT	FIRE
80-43	TRANSFERS OUT	GRANTS

**2017-2018 Salary Scale for All Midwest City Employees  
Effective July 1, 2016 (1% COLA for Fiscal Year 2016/2017)**

Grades	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	
<b>Grade - A</b>	\$10,9184	\$11,2351	\$11,5609	\$11,8962	\$12,2411	\$12,5961	\$12,9614	\$13,3373	\$13,7241	\$14,1221	\$14,5316	\$14,9530	\$15,3867	\$15,8329	\$16,2920	\$16,7645	\$17,2507	
Bi-Weekly	\$873.47	\$898.81	\$924.87	\$951.69	\$979.29	\$1,007.69	\$1,036.91	\$1,066.98	\$1,097.93	\$1,129.77	\$1,162.53	\$1,196.24	\$1,230.93	\$1,266.63	\$1,303.36	\$1,341.16	\$1,380.06	
Annual	\$22,710.35	\$23,368.95	\$24,046.65	\$24,744.00	\$25,461.57	\$26,199.96	\$26,959.77	\$27,741.59	\$28,546.11	\$29,373.94	\$30,225.79	\$31,102.33	\$32,004.29	\$32,932.42	\$33,887.46	\$34,870.19	\$35,881.44	
	COMM. DEV - Janitor FLEET SERVICES - Service Attendant I					PARK & REC - Janitor PARK & REC - Sr. Center Bldg.Attn/Van Driver					LINE MAINT - Laborer I							

Grades	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17
<b>Grade - B</b>	\$11,9113	\$12,2567	\$12,6121	\$12,9779	\$13,3542	\$13,7415	\$14,1400	\$14,5501	\$14,9720	\$15,4062	\$15,8530	\$16,3127	\$16,7858	\$17,2726	\$17,7735	\$18,2889	\$18,8193
Bi-Weekly	\$952.90	\$980.53	\$1,008.97	\$1,038.23	\$1,068.34	\$1,099.32	\$1,131.20	\$1,164.01	\$1,197.76	\$1,232.50	\$1,268.24	\$1,305.02	\$1,342.86	\$1,381.81	\$1,421.88	\$1,463.11	\$1,505.54
Annual	\$24,775.41	\$25,493.90	\$26,233.22	\$26,993.99	\$27,776.81	\$28,582.34	\$29,411.23	\$30,264.15	\$31,141.81	\$32,044.93	\$32,974.22	\$33,930.48	\$34,914.47	\$35,926.98	\$36,968.86	\$38,040.96	\$39,144.15
	CITY CLERK - Billing Technician					GOLF - Laborer II SANITATION - Laborer			LINE MAINT - Laborer II								

Grades	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17
<b>Grade - C</b>	\$12,9041	\$13,2783	\$13,6634	\$14,0596	\$14,4673	\$14,8869	\$15,3186	\$15,7628	\$16,2200	\$16,6903	\$17,1744	\$17,6724	\$18,1849	\$18,7123	\$19,2549	\$19,8133	\$20,3879
Bi-Weekly	\$1,032.33	\$1,062.26	\$1,093.07	\$1,124.77	\$1,157.39	\$1,190.95	\$1,225.49	\$1,261.03	\$1,297.60	\$1,335.23	\$1,373.95	\$1,413.79	\$1,454.79	\$1,496.98	\$1,540.39	\$1,585.07	\$1,631.03
Annual	\$26,840.47	\$27,618.85	\$28,419.80	\$29,243.97	\$30,092.04	\$30,964.71	\$31,862.69	\$32,786.71	\$33,737.52	\$34,715.91	\$35,722.67	\$36,758.63	\$37,824.63	\$38,921.54	\$40,050.26	\$41,211.72	\$42,406.86
	CITY CLERK - Meter Reader DRAINAGE - Equipment Operator I			FLEET SERVICES - Records Clerk POLICE - Records Clerk			SANITATION - Route Serviceperson STREET - Equipment Operator I				LINE MAINT - Laborer III WATER - Inventory Control Technician I						

Grades	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17
<b>Grade - D</b>	\$13,8969	\$14,2999	\$14,7146	\$15,1413	\$15,5804	\$16,0323	\$16,4972	\$16,9756	\$17,4679	\$17,9745	\$18,4957	\$19,0321	\$19,5840	\$20,1520	\$20,7364	\$21,3377	\$21,9565
Bi-Weekly	\$1,111.75	\$1,143.99	\$1,177.17	\$1,211.31	\$1,246.43	\$1,282.58	\$1,319.78	\$1,358.05	\$1,397.43	\$1,437.96	\$1,479.66	\$1,522.57	\$1,566.72	\$1,612.16	\$1,658.91	\$1,707.02	\$1,756.52
Annual	\$28,905.53	\$29,743.80	\$30,606.37	\$31,493.95	\$32,407.27	\$33,347.08	\$34,314.15	\$35,309.25	\$36,333.23	\$37,386.89	\$38,471.11	\$39,586.77	\$40,734.79	\$41,916.10	\$43,131.66	\$44,382.48	\$45,669.57
	COURT - Clerk(Court) CITY CLERK - Utilities Serv Clerk I COMM. DEV. - Clerk			FINANCE - Accounting Technician FINANCE - Accounts Payable Tech I FINANCE - Accounts Receivable Cl			FLEET SERVICES - Secretary II GOLF - Groundskeeper PARK & REC - Community Center Coord.			PWA - Secretary II WASTEWATER - Maintenance Tech I WASTEWATER - Operator I			WATER - Maint Tech I WATER - Operator I LINE MT-Certified Equip Oper I				

Grades	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17
<b>Grade - E</b>	\$14,8897	\$15,3215	\$15,7658	\$16,2230	\$16,6935	\$17,1776	\$17,6758	\$18,1884	\$18,7158	\$19,2586	\$19,8171	\$20,3918	\$20,9832	\$21,5917	\$22,2178	\$22,8621	\$23,5251
Bi-Weekly	\$1,191.18	\$1,225.72	\$1,261.27	\$1,297.84	\$1,335.48	\$1,374.21	\$1,414.06	\$1,455.07	\$1,497.27	\$1,540.69	\$1,585.37	\$1,631.34	\$1,678.65	\$1,727.33	\$1,777.43	\$1,828.97	\$1,882.01
Annual	\$30,970.59	\$31,868.75	\$32,792.94	\$33,743.93	\$34,722.50	\$35,729.45	\$36,765.61	\$37,831.81	\$38,928.93	\$40,057.87	\$41,219.56	\$42,414.93	\$43,644.96	\$44,910.66	\$46,213.06	\$47,553.25	\$48,932.29
	CITY ATTORNEY - Administrative Secretary CITY CLERK - Utilities Service Clerk II CITY MANAGER - Administrative Secretary COMM. DEV. - Administrative Secretary DRAINAGE - Equipment Operator II			Fleet - Technician I FIRE - Administrative Secretary FIRE - Public Education Specialist GOLF - Asst Golf Superintendent GOLF - Mechanic			Grants Mgmt - Secretary II HR - Administrative Secretary NEIGHB SERV - Administrative Secretary PARK & REC - Special Events & Rec. Asst. POLICE - Administrative Secretary			POLICE - Property Room Clerk POLICE - Secretary II/Fiscal Officer STREET - Equipment Operator II STREET - Inventory Control Tech III STREET - Irrigation Technician				WASTEWATER - Lab Tech I WASTEWATER - Operator II WATER - Lab Technician I WATER - Operator II			

Grades	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17
<b>Grade - F</b>	\$15,8825	\$16,3431	\$16,8171	\$17,3048	\$17,8066	\$18,3230	\$18,8544	\$19,4011	\$19,9638	\$20,5427	\$21,1385	\$21,7515	\$22,3823	\$23,0314	\$23,6993	\$24,3865	\$25,0938
Bi-Weekly	\$1,270.60	\$1,307.45	\$1,345.37	\$1,384.38	\$1,424.53	\$1,465.84	\$1,508.35	\$1,552.09	\$1,597.10	\$1,643.42	\$1,691.08	\$1,740.12	\$1,790.58	\$1,842.51	\$1,895.94	\$1,950.92	\$2,007.50
Annual	\$33,035.65	\$33,993.69	\$34,979.50	\$35,993.91	\$37,037.73	\$38,111.83	\$39,217.07	\$40,354.37	\$41,524.64	\$42,728.86	\$43,967.99	\$45,243.07	\$46,555.12	\$47,905.21	\$49,294.47	\$50,724.01	\$52,195.00
	COURT - Lead Clerk/Trainer (Court) CITY CLERK - Utilities Services Trainer COMM. DEV - Maintenance Tech/Lead Janitor DRAINAGE - Equipment Operator III FLEET SERVICES - Technician II			NEIGHB SERV - Code Officer I NEIGHB SERV - Comm. Outreach Specialist POLICE - Jailor POLICE - Animal Control Officer			SANITATION - Equip Oper II STORMWATER - Equip Oper II STREET-Sign-Signal Tech/Eq. Oper II			WASTEWATER - Lab Tech II WASTEWATER - Operator III WASTEWATER - Equip Oper II WASTEWATER - Maint Tech II WASTEWATER - Crew Leader I				WATER - Lab Technician II WATER - Maint Tech II WATER - Operator III LINE MT-Certified Equip Oper II WATER - Crew Leader I			

**2017-2018 Salary Scale for All Midwest City Employees**  
**Effective July 1, 2016 (1% COLA for Fiscal Year 2016/2017)**

Grades	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17
<b>Grade - G</b>	\$16,875.3	\$17,364.7	\$17,868.3	\$18,386.5	\$18,919.7	\$19,468.4	\$20,032.9	\$20,613.9	\$21,211.7	\$21,826.8	\$22,459.8	\$23,111.2	\$23,781.4	\$24,471.0	\$25,180.7	\$25,910.9	\$26,662.4
Bi-Weekly	\$1,350.03	\$1,389.18	\$1,429.46	\$1,470.92	\$1,513.58	\$1,557.47	\$1,602.64	\$1,649.11	\$1,696.94	\$1,746.15	\$1,796.79	\$1,848.89	\$1,902.51	\$1,957.68	\$2,014.46	\$2,072.88	\$2,132.99
Annual	\$55,100.72	\$56,118.64	\$57,166.07	\$58,243.90	\$59,352.96	\$60,494.20	\$61,668.54	\$62,876.93	\$64,120.35	\$65,399.85	\$66,716.44	\$68,071.21	\$69,465.28	\$70,899.77	\$72,375.87	\$73,894.76	\$75,457.71
<p>COMM. DEV - Engineering Tech                      COMM. DEV - GIS Technician                      FINANCE - Payroll Coordinator</p> <p>FINANCE - Staff Accountant I                      FLEET SERVICES - Technician III                      HR - Human Resources Officer</p> <p>LINE MT - Crew Leader I                      WATER - Maintenance Tech III                      WASTE WATER - Maintenance Tech III                      WATER &amp; WASTE WATER - Crew Leader II</p>																	
<b>Grade - H</b>	\$17,868.2	\$18,386.3	\$18,919.5	\$19,468.2	\$20,032.8	\$20,613.7	\$21,211.5	\$21,826.7	\$22,459.6	\$23,111.0	\$23,781.2	\$24,470.8	\$25,180.5	\$25,910.7	\$26,662.1	\$27,435.3	\$28,231.0
Bi-Weekly	\$1,470.91	\$1,513.56	\$1,557.46	\$1,602.62	\$1,649.10	\$1,696.92	\$1,746.13	\$1,796.77	\$1,848.88	\$1,902.50	\$1,957.67	\$2,014.44	\$2,072.86	\$2,132.97	\$2,194.83	\$2,258.48	
Annual	\$37,165.78	\$38,243.59	\$39,352.64	\$40,493.88	\$41,668.19	\$42,876.57	\$44,120.00	\$45,399.47	\$46,716.06	\$48,070.82	\$49,464.88	\$50,899.36	\$52,375.44	\$53,894.34	\$55,457.27	\$57,065.59	\$58,720.43
<p>COMM. DEV - Building Housing Code Insp                      EOC - Communication Specialist I</p> <p>PARK &amp; REC - Senior Center Coordinator                      PARK &amp; REC - Travel Info Center Coord.</p> <p>LINE MAINT - Industrial Waste Monitor                      WATER - Operator IV                      FIRE - Rookie Firefighter-H3                      LINE MT - Crew Leader II                      F Rookie-24-\$13,514.0</p>																	
<b>Grade - I</b>	\$18,861.0	\$19,408.0	\$19,970.8	\$20,549.9	\$21,145.9	\$21,759.1	\$22,390.1	\$23,039.4	\$23,707.6	\$24,395.1	\$25,102.6	\$25,830.5	\$26,579.6	\$27,350.4	\$28,143.6	\$28,959.8	\$29,799.6
Bi-Weekly	\$1,508.88	\$1,552.64	\$1,597.66	\$1,643.99	\$1,691.67	\$1,740.73	\$1,791.21	\$1,843.15	\$1,896.61	\$1,951.61	\$2,008.20	\$2,066.44	\$2,126.37	\$2,188.03	\$2,251.49	\$2,316.78	
Annual	\$39,230.84	\$40,368.54	\$41,539.22	\$42,743.86	\$43,983.43	\$45,258.95	\$46,571.46	\$47,922.03	\$49,311.77	\$50,741.81	\$52,213.32	\$53,727.51	\$55,285.60	\$56,888.89	\$58,538.67	\$60,236.29	\$61,983.14
<p>COMM. DEV. - Associate Current PI                      FINANCE - Staff Accountant II                      HR - Health Ben &amp; Wellness Coord/HR Gen</p> <p>IT - Computer Technician                      PARK &amp; REC - Aquatics &amp; Sports Supv                      STORMWATER - Stormwater Techn                      WASTE WATER - Sludge Supervisor I</p> <p>POLICE - Technical Investigator                      PWA - Office Manager                      STORMWATER - Stormwater Techn                      WASTE WATER - Maint Supv I</p> <p>WATER - Supply Supervisor                      WATER - Environmental Chemist</p>																	
<b>Grade - J</b>	\$19,853.8	\$20,429.6	\$21,022.0	\$21,631.7	\$22,259.0	\$22,904.5	\$23,568.7	\$24,252.2	\$24,955.5	\$25,679.2	\$26,423.9	\$27,190.2	\$27,978.7	\$28,790.1	\$29,625.0	\$30,484.2	\$31,368.2
Bi-Weekly	\$1,588.30	\$1,634.36	\$1,681.76	\$1,730.53	\$1,780.72	\$1,832.36	\$1,885.50	\$1,940.18	\$1,996.44	\$2,054.34	\$2,113.91	\$2,175.22	\$2,238.30	\$2,303.21	\$2,370.00	\$2,438.73	
Annual	\$41,295.90	\$42,493.48	\$43,725.79	\$44,993.84	\$46,298.66	\$47,641.32	\$49,022.92	\$50,444.59	\$51,907.48	\$53,412.79	\$54,961.76	\$56,555.66	\$58,195.77	\$59,883.45	\$61,620.07	\$63,407.05	\$65,245.95
<p>CITY CLERK - Meter Reader Coordinator                      CITY MANAGER - Executive Asst to City Mgr</p> <p>COMM. DEV - Asst. City Eng/Engineer in Trng                      COMM. DEV - Asst. City Eng/Engineer in Trng                      CVB - Convention and Tourism Manager</p> <p>PARK/REC-Sp Exts &amp; Market Mgr                      FINANCE - Financial Accountant                      POLICE - Admin Support Mgr                      POLICE - Animal Welfare Supv                      POLICE - Jail Manager                      RISK MGMT - Safety Coord</p>																	
<b>Grade - K</b>	\$20,846.6	\$21,451.2	\$22,073.3	\$22,713.4	\$23,372.1	\$24,049.9	\$24,747.3	\$25,465.0	\$26,203.5	\$26,963.4	\$27,745.3	\$28,549.9	\$29,377.9	\$30,229.8	\$31,106.5	\$32,008.6	\$32,936.8
Bi-Weekly	\$1,667.73	\$1,716.09	\$1,765.86	\$1,817.07	\$1,869.76	\$1,923.99	\$1,979.78	\$2,037.20	\$2,096.28	\$2,157.07	\$2,219.62	\$2,283.99	\$2,350.23	\$2,418.38	\$2,488.52	\$2,560.69	
Annual	\$43,360.96	\$44,618.43	\$45,912.36	\$47,243.82	\$48,613.89	\$50,023.70	\$51,474.38	\$52,967.13	\$54,503.19	\$56,083.78	\$57,710.21	\$59,383.80	\$61,105.93	\$62,878.00	\$64,701.47	\$66,577.81	\$68,508.57
<p>COMM. DEV - Property Acquisition Specialist                      COMM. DEV - Chief Construction Inspector                      FLEET SERVICES - Lead Technician</p> <p>GRANTS MGMT - Housing Rehab Specialist                      POLICE - Juvenile Court Compliance Coord                      STREET - Facilities Project Supervisor</p> <p>WASTE WATER - Operator V                      NEIGH SERV-Lead Code Offtr/mr                      WATER - Maintenance Supervisor II                      WATER - Operator V</p>																	
<b>Grade - L</b>	\$22,335.8	\$22,983.6	\$23,650.1	\$24,336.0	\$25,041.7	\$25,767.9	\$26,515.2	\$27,284.1	\$28,075.4	\$28,889.5	\$29,727.3	\$30,589.4	\$31,476.5	\$32,389.3	\$33,328.2	\$34,295.2	\$35,289.7
Bi-Weekly	\$1,786.87	\$1,838.69	\$1,892.01	\$1,946.88	\$2,003.34	\$2,061.43	\$2,121.21	\$2,182.73	\$2,246.03	\$2,311.16	\$2,378.19	\$2,447.15	\$2,518.12	\$2,591.15	\$2,678.57	\$2,743.61	
Annual	\$46,458.55	\$47,805.85	\$49,192.22	\$50,618.80	\$52,086.74	\$53,597.25	\$55,151.57	\$56,750.96	\$58,396.74	\$60,090.25	\$61,832.87	\$63,626.02	\$65,471.17	\$67,369.84	\$69,642.91	\$71,333.95	\$73,402.64
<p>IT - Data Center Administrator                      IT - Communications Coordinator                      IT - Systems Administrator                      EOC - Communications Specialist II</p> <p>CITY CLERK - Office Manager                      GRANTS MGMT - Planning Assistant                      COMM DEV - GIS Analyst</p> <p>NEIGHB SERV - Neighborhoods in Action Coord                      SANITATION - Commercial Route Coordinator                      SANITATION - Residential Route Coordinator                      STORMWATER - Stormwater Project Supervisor</p> <p>LINE MAINT - Operations Foreman                      WASTE WATER - Laboratory Supv                      LINE MAINT - Project Foreman</p>																	
<b>Grade PDR</b>	\$19,865.5	\$19,865.5	\$19,865.5	\$19,865.5	\$19,865.5	\$19,865.5	\$19,865.5	\$19,865.5	\$19,865.5	\$19,865.5	\$19,865.5	\$19,865.5	\$19,865.5	\$19,865.5	\$19,865.5	\$19,865.5	\$19,865.5
Bi-Weekly	1589.24011	1589.24011	1589.24011	1589.24011	1589.24011	1589.24011	1589.24011	1589.24011	1589.24011	1589.24011	1589.24011	1589.24011	1589.24011	1589.24011	1589.24011	1589.24011	1589.24011
Annual	41320.2428	41320.2428	41320.2428	41320.2428	41320.2428	41320.2428	41320.2428	41320.2428	41320.2428	41320.2428	41320.2428	41320.2428	41320.2428	41320.2428	41320.2428	41320.2428	41320.2428
<p>Police - Rookie Police Officer</p>																	

**2017-2018 Salary Scale for All Midwest City Employees**  
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Grades	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	
<b>Grade - M</b>	25,7621	26,5092	27,2780	28,0690	28,8830	29,7206	30,5825	31,4694	32,3820	33,3211	34,2874	35,2818	36,3049	37,3578	
Bi-Weekly	2060.97	2120.73	2182.24	2245.52	2310.64	2377.65	2446.60	2517.55	2590.56	2665.69	2742.99	2822.54	2904.39	2988.62	
Annual	53585.1405	555,139.11	566,738.15	585,383.55	600,076.67	616,818.90	634,611.64	653,456.38	673,354.62	694,307.90	716,317.83	739,386.04	763,514.25	788,704.16	
	Assistant Human Resources Director Engineering Project Manager				Golf Superintendent Risk Manager			Police- Technical Investigations Laboratory Director Court Compliance Manager							
<b>Grade - N</b>	27,7856	28,5914	29,4205	30,2737	31,1517	32,0551	32,9847	33,9412	34,9255	35,9383	36,9806	38,0530	39,1565	40,2921	
Bi-Weekly	2,222.85	2,287.31	2,353.64	2,421.90	2,492.13	2,564.40	2,638.77	2,715.30	2,794.04	2,875.07	2,958.44	3,044.24	3,132.52	3,223.37	
Annual	57,794.03	59,470.06	61,194.69	62,969.34	64,795.45	66,674.52	68,608.08	70,597.71	72,645.05	74,751.75	76,919.55	79,150.22	81,445.57	83,807.50	
	Chief Bldg Official	Park & Recreation Manager				WATER- Chief Operator/Trainer			WASTEWATER - Chief Operator/Trainer						
<b>Grade - O</b>	29,8096	30,6720	31,5636	32,4790	33,4209	34,3901	35,3874	36,4136	37,4696	38,5562	39,6744	40,8249	42,0088	43,2271	
Bi-Weekly	2,384.77	2,453.76	2,525.09	2,598.32	2,673.67	2,751.21	2,830.99	2,913.09	2,997.57	3,084.50	3,173.95	3,265.99	3,360.71	3,458.17	
Annual	62,003.99	63,797.85	65,652.37	67,566.29	69,515.42	71,531.36	73,605.78	75,740.34	77,936.81	80,196.98	82,522.69	84,915.85	87,378.41	89,912.38	
	Asst. City Engineer Deputy Finance Dir		Current Planning Mgr Fire Adm Mgr			Comprehensive Planner GIS Coordinator			Street Supervisor						
<b>Grade - P</b>	31,8336	32,7568	33,7068	34,6842	35,6901	36,7251	37,7917	38,8860	40,0137	41,1741	42,3682	43,5969	44,8305	46,1621	
Bi-Weekly	2,546.69	2,620.54	2,696.54	2,774.74	2,855.21	2,938.01	3,023.33	3,110.88	3,201.10	3,293.93	3,389.46	3,487.75	3,586.44	3,686.97	
Annual	66,213.95	68,134.16	70,110.05	72,143.24	74,235.39	76,388.22	78,606.67	80,882.97	83,228.58	85,642.21	88,125.83	90,681.48	93,324.37	96,017.27	
	Transportation Mgr		Assistant IT Director			Line Crew Supervisor			Sanitation/Stormwater Manager						
<b>Grade - Q</b>	34,8694	35,8806	36,9211	37,9919	39,0936	40,2273	41,3939	42,5944	43,8296	45,1007	46,4086	47,7544	49,1393	50,5643	
Bi-Weekly	2,789.55	2,870.45	2,953.69	3,039.35	3,127.49	3,218.19	3,311.51	3,407.55	3,506.37	3,608.05	3,712.69	3,820.35	3,931.14	4,045.15	
Annual	72,528.35	74,631.67	76,795.99	79,023.07	81,314.75	83,672.87	86,099.39	88,596.27	91,165.56	93,809.36	96,529.83	99,329.19	102,209.74	105,173.82	
	Emergency Operations Director			Golf Director		Grants Manager			Municipal Prosecutor						
<b>Grade - R</b>	38,9169	40,0455	41,2068	42,4018	43,6315	44,8968	46,1988	47,5386	48,9172	50,3358	51,7955	53,2976	54,8432	56,4337	
Bi-Weekly	3,113.35	3,203.64	3,296.55	3,392.15	3,490.52	3,591.74	3,695.90	3,803.09	3,913.38	4,026.86	4,143.64	4,263.81	4,387.46	4,514.69	
Annual	80,947.20	83,294.67	85,710.21	88,195.81	90,753.49	93,385.34	96,093.52	98,880.22	101,747.75	104,698.43	107,734.69	110,859.00	114,073.91	117,382.05	
	Asst Police Chief		City Attorney	City Clerk	City Engineer	Economic Development Dir			Human Resources Dir		Neighborhood Services Dir				
<b>Grade - S</b>	42,9650	44,2109	45,4931	46,8124	48,1699	49,5668	51,0043	52,4834	54,0054	55,5716	57,1832	58,8415	60,5479	62,3038	
Bi-Weekly	3,437.20	3,536.88	3,639.44	3,744.99	3,853.59	3,965.35	4,080.34	4,198.67	4,320.43	4,445.73	4,574.65	4,707.32	4,843.83	4,984.30	
Annual	89,367.11	91,958.76	94,625.57	97,369.70	100,193.43	103,099.03	106,088.90	109,165.48	112,331.28	115,588.90	118,940.97	122,390.26	125,939.58	129,591.82	
	Finance Director		Fire Chief	Police Chief	Information Technology Director			Asst Public Works Director							
<b>Grade - T</b>	47,0125	48,3758	49,7787	51,2223	52,7078	54,2363	55,8092	57,4276	59,0930	60,8067	62,5701	64,3846	66,2518	68,1731	
Bi-Weekly	3,761.00	3,870.07	3,982.30	4,097.79	4,216.62	4,338.90	4,464.73	4,594.21	4,727.44	4,864.54	5,005.61	5,150.77	5,300.14	5,453.85	
Annual	97,785.96	100,621.76	103,539.79	106,542.44	109,632.17	112,811.51	116,083.04	119,449.44	122,913.48	126,477.97	130,145.83	133,920.06	137,803.74	141,800.06	
	Public Works Director														
<b>Grade - U</b>	51,0600	52,5407	54,0644	55,6323	57,2456	58,9058	60,6140	62,3718	64,1806	66,0419	67,9576	69,9278	71,9557	74,0424	
Bi-Weekly	4,084.80	4,203.26	4,325.15	4,450.58	4,579.65	4,712.46	4,849.12	4,989.75	5,134.45	5,283.35	5,436.61	5,594.23	5,756.46	5,923.40	
Annual	106,204.81	109,284.75	112,454.01	115,715.17	119,070.92	122,523.97	126,077.17	129,733.40	133,495.67	137,367.05	141,351.76	145,449.86	149,667.91	154,008.28	
	Assistant City Manager														

**2017-2018 FIRE PAY PLAN  
EFFECTIVE 07/01/2016 Applied 2.3% COLA**

<b>FIREFIGHTER</b>	<b>STEP 1</b>	<b>STEP 2</b>	<b>STEP 3</b>	<b>STEP 4</b>	<b>STEP 5</b>
	13.78164	14.76708	15.73924	16.71885	17.05298
	1543.543	1653.913	1762.795	1872.511	1909.934
	40132.13	43001.73	45832.66	48685.29	49658.28
<b>SR. FIREFIGHTER</b>	<b>STEP 1</b>	<b>STEP 2</b>	<b>STEP 3</b>	<b>STEP 4</b>	<b>STEP 5</b>
	18.03259	19.00853	19.98414	20.96008	22.07505
	2019.650	2128.955	2238.224	2347.529	2472.406
	52510.91	55352.84	58193.83	61035.76	64282.56
<b>SERGEANT (APPARATUS OPER.)</b>	<b>STEP 1</b>	<b>STEP 2</b>	<b>STEP 3</b>	<b>STEP 4</b>	
	22.62384	23.25776	23.89168	24.99369	
	2533.870	2604.869	2675.868	2799.293	
	65880.63	67726.60	69572.56	72781.61	
<b>LIEUTENANT</b>	<b>STEP 1</b>	<b>STEP 2</b>	<b>STEP 3</b>	<b>STEP 4</b>	
	25.51666	26.05086	26.59565	27.15233	
	2857.865	2917.696	2978.713	3041.061	
	74304.50	75860.10	77446.54	79067.58	
<b>CAPTAIN (COMPANY OFFICER)</b>	<b>STEP 1</b>	<b>STEP 2</b>	<b>STEP 3</b>	<b>STEP 4</b>	
	27.43321	28.00738	28.59355	29.19214	
	3072.519	3136.827	3202.477	3269.52	
	79885.50	81557.50	83264.41	85007.51	
<b>MAJOR</b>	<b>STEP 1</b>	<b>STEP 2</b>	<b>STEP 3</b>	<b>STEP 4</b>	
	29.80326	30.42713	31.06429	31.71463	
	3337.965	3407.839	3479.201	3552.038	
	86787.10	88603.81	90459.21	92352.99	
<b>RIDE-OUT MAJOR TRAINING MAJOR</b>	<b>STEP 1</b>	<b>STEP 2</b>	<b>STEP 3</b>	<b>STEP 4</b>	<b>STEP 5</b>
	29.80326	30.42713	31.06429	31.71463	32.37868
	3337.965	3407.839	3479.201	3552.038	3626.413
	86787.10	88603.81	90459.21	92352.99	94286.73
<b>SHIFT COMMANDER (ASST. CHIEF)</b>	<b>STEP 1</b>	<b>STEP 2</b>	<b>STEP 3</b>		
	32.37868	33.05667	33.74904		
	3626.413	3702.348	3779.892		
	94286.73	96261.04	98277.20		
<b>TRAINING CHIEF FIRE MARSHAL</b>	<b>STEP 1</b>	<b>STEP 2</b>	<b>STEP 3</b>		
	45.33016	46.27934	47.24865		
	3626.413	3702.348	3779.892		
	94286.73	96261.04	98277.20		
<b>FIRE PREVENTION</b>	<b>STEP 1</b>	<b>STEP 2</b>	<b>STEP 3</b>	<b>STEP 4</b>	<b>STEP 5</b>
	34.94125	35.84254	36.66194	37.48123	39.12642
	2795.300	2867.403	2932.955	2998.499	3130.113
	72677.80	74552.48	76256.83	77960.97	81382.94

**2017-18 MIDWEST CITY POLICE PAY PLAN  
EFFECTIVE JULY 01, 2016  
COLA .5%**

	A	B	C	D	E	F	G	H	I	J	K
	1	2	3	4	5	6	7	8	9	10	11
<b>Officer</b>											
Yearly	\$45,661.00	\$47,030.92	\$48,441.90	\$49,895.08	\$51,392.07	\$52,933.80					
Payday	\$1,756.19	\$1,808.88	\$1,863.15	\$1,919.04	\$1,976.62	\$2,035.92					
Hour	\$21.9524	\$22.6110	\$23.2894	\$23.9880	\$24.7077	\$25.4489					
<b>SERGEANT</b>											
Yearly	\$53,552.58	\$55,105.61	\$56,675.94	\$58,291.25	\$59,952.68	\$61,661.16	\$63,418.54	\$64,963.98	\$67,085.03	\$68,996.93	\$70,963.25
Payday	\$2,059.71	\$2,119.45	\$2,179.84	\$2,241.97	\$2,305.87	\$2,371.58	\$2,439.17	\$2,498.61	\$2,580.19	\$2,653.73	\$2,729.36
Hour	\$25.7464	\$26.4931	\$27.2480	\$28.0246	\$28.8234	\$29.6448	\$30.4897	\$31.2327	\$32.2524	\$33.1716	\$34.1169
<b>LIEUTENANT</b>											
Yearly	\$74,511.43	\$76,560.55	\$78,665.93	\$80,829.21							
Payday	\$2,865.82	\$2,944.64	\$3,025.61	\$3,108.82							
Hour	\$35.8228	\$36.8080	\$37.8202	\$38.8602							
<b>CAPTAIN</b>											
Yearly	\$84,062.36	\$86,374.16	\$88,749.38	\$91,190.09							
Payday	\$3,233.17	\$3,322.08	\$3,413.44	\$3,507.31							
Hour	\$40.4146	\$41.5260	\$42.6680	\$43.8414							
<b>MAJOR</b>											
Yearly	\$91,855.68	\$94,152.03	\$96,505.80								
Payday	\$3,532.91	\$3,621.23	\$3,711.76								
Hour	\$44.1614	\$45.2654	\$46.3970								



## GLOSSARY OF TERMS

Account Numbers - An expenditure category, such as salaries, supplies, or professional services.

Appropriation - Authorization granted by the Council to make expenditures and to incur obligations for specific purposes.

Base Budget - An estimate of funding required to carry on existing programs at the current level of services.

Bond - A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. Bonds are most frequently used for construction of large capital projects, such as buildings, streets and bridges.

Budget (Operating) - A financial plan containing an estimate of proposed revenues and expenditures for a given period (typically a fiscal year).

Capital Improvement Program - A proposed plan for financing long-term work projects that lead to the physical development of the City.

Debt Service - The City's obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.

Department - Identifies the highest level in the formal City organization in which a specific activity is carried out.

Encumbrance - The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a future expenditure.

Enterprise Fund - A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The rate schedules for these services are established to insure that revenues are adequate to meet all necessary expenditures. Midwest City operates its water, sewer, sanitation and golf courses as enterprise funds.

Estimated Revenue - The amount of projected revenue to be collected during the fiscal year. The amount of revenue appropriated is the amount approved by Council.

## **GLOSSARY (Continued)**

**Expenditure** - This term refers to the outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expense is actually paid. This term applies to all funds. Note: An encumbrance is not an expenditure. An encumbrance reserves funds to be expended.

**Fund** - An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or government functions.

**General Fund** - The General Fund is used to account for all revenues and expenditures not accounted for in some special fund. Expenditures from this fund are authorized in the operating budget.

**Goals** - Broad, general statements of each division's or section's desired social or organizational outcomes.

**Grant** - A contribution by a government or other organization to support a particular function. Grants may be classified as either categorical or block depending upon the amount of discretion allowed the grantee.

**Inter Service Fund** - A fund established to finance and account for services and commodities furnished by one department to other departments on a cost reimbursement basis.

**Objectives** - Specific statements of desired ends which can be measured.

**Revenue** - Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

**Risk Management** - An organized attempt to protect a government's assets against accidental loss in the most economic method.

# General Funds

# City of Midwest City, Oklahoma

## General

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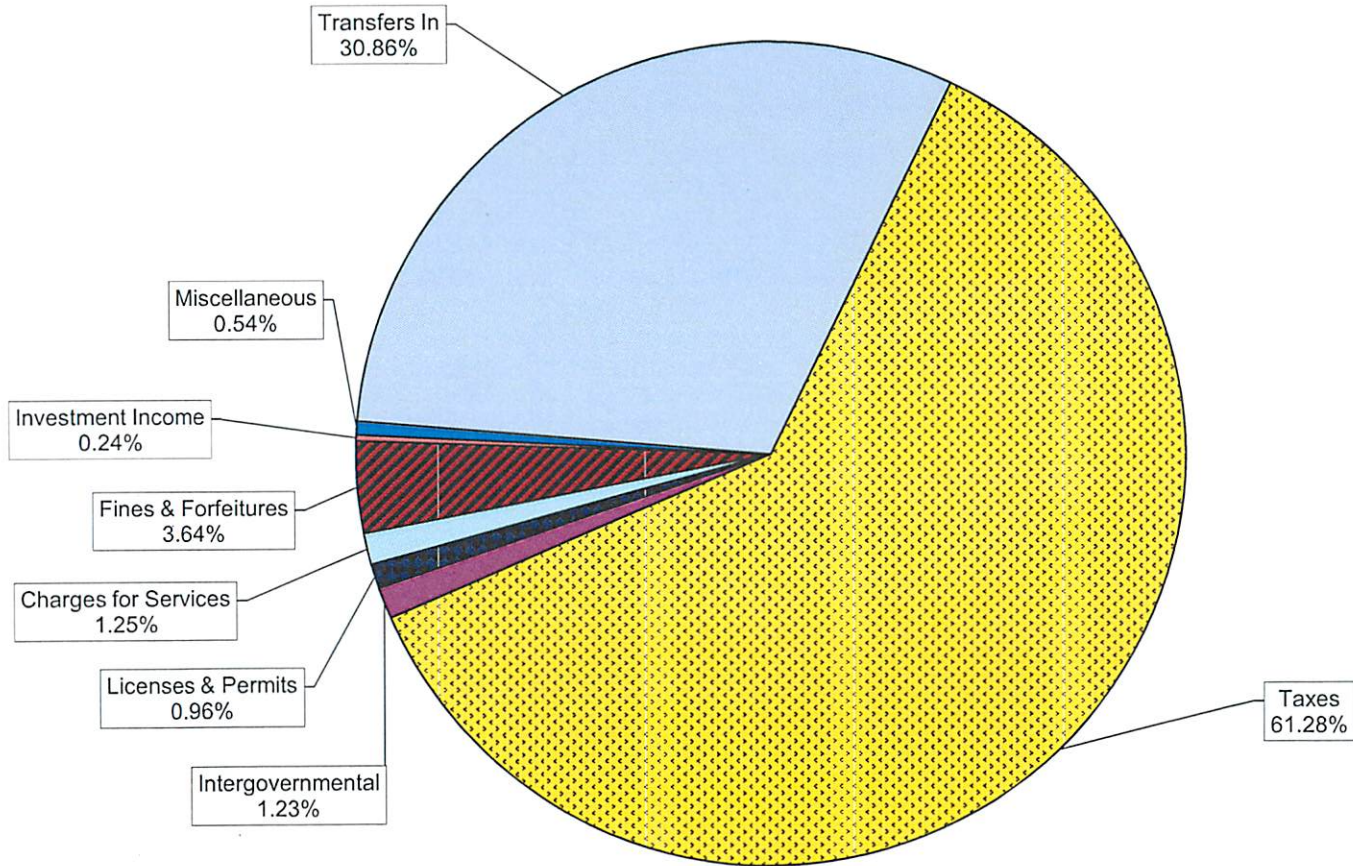
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\* **Note:** Three digit codes represent the Fund Number  
Two digit codes represent the Department Number

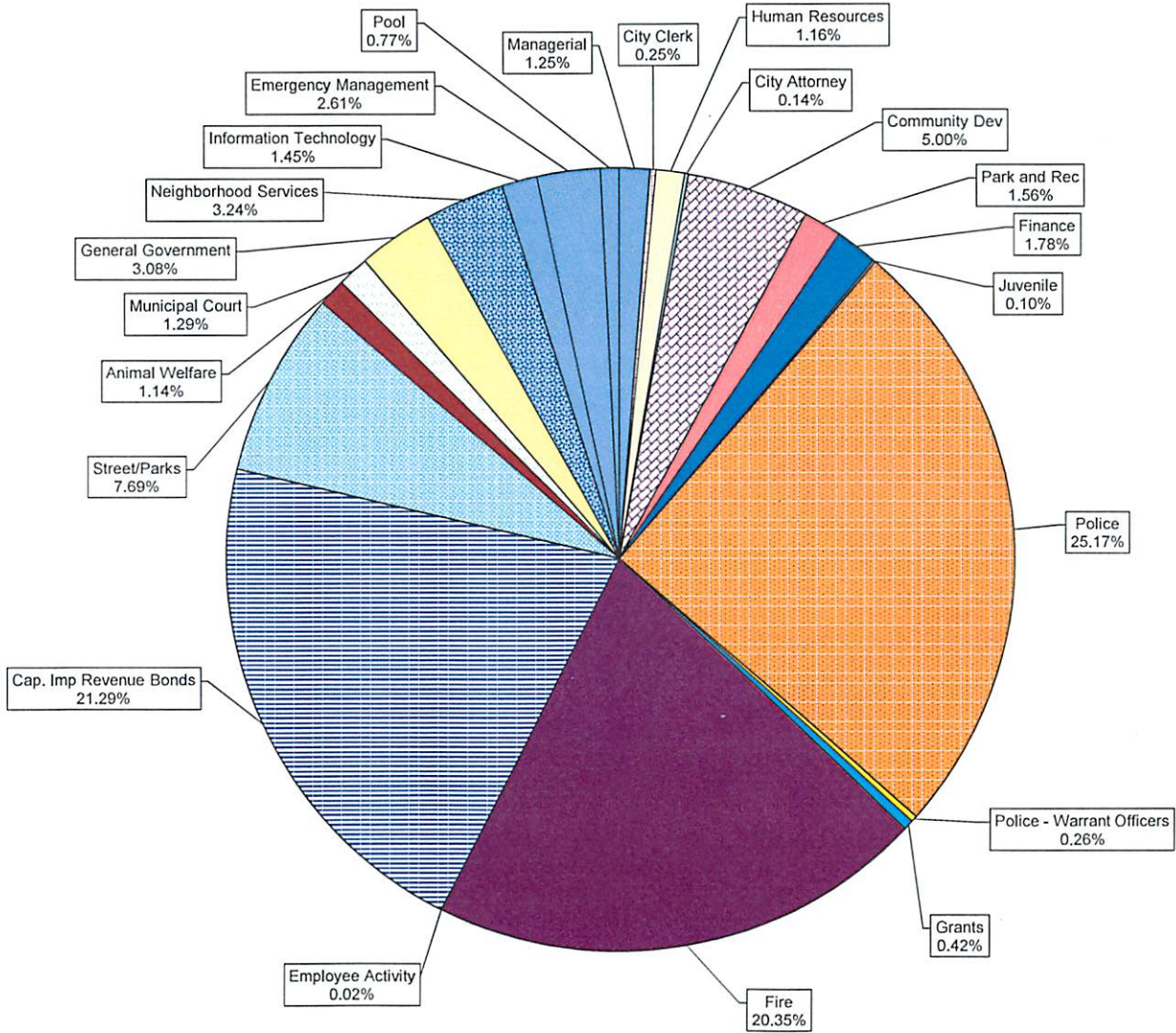
**GENERAL FUND BUDGET SUMMARY - FISCAL YEAR 2017-2018**

	PRIOR YEAR ACTUAL FY 15-16	CURRENT YEAR ADOPTED BUDGET FY 16-17	CURRENT YEAR BUDGET AS AMENDED FY 16-17	CURRENT YEAR ACTUAL (Est.) FY 16-17	BUDGET YEAR FINAL FY 17-18
<b>ESTIMATED REVENUE:</b>					
Taxes	23,421,884	23,550,854	23,550,854	22,796,771	22,985,448
Intergovernmental	467,579	478,099	478,099	458,898	461,937
Licenses & Permits	367,757	379,123	379,123	354,391	360,851
Charges for Services	486,195	484,601	484,601	457,674	468,669
Fines & Forfeitures	1,786,146	1,715,796	1,715,796	1,336,988	1,364,728
Investment Income	113,994	111,716	111,716	93,487	88,470
Miscellaneous	366,138	207,192	207,192	205,349	202,046
Transfers In	10,785,943	10,817,890	10,817,890	10,568,907	11,574,312
<b>TOTAL REVENUE</b>	<b>37,795,637</b>	<b>37,745,271</b>	<b>37,745,271</b>	<b>36,272,465</b>	<b>37,506,461</b>
Use / (Gain) of Fund Balance	(449,247)	677,627	712,937	781,000	646,112
<b>TOTAL RESOURCES</b>	<b>37,346,390</b>	<b>38,422,898</b>	<b>38,458,208</b>	<b>37,053,465</b>	<b>38,152,573</b>
<b>PROPOSED EXPENDITURES:</b>					
Managerial	467,496	493,393	490,105	485,418	477,202
City Clerk	108,120	94,319	94,240	90,317	94,014
Human Resources	362,859	444,401	437,269	392,477	443,787
City Attorney	97,952	103,468	101,808	91,665	54,201
Community Development	1,630,168	1,846,588	1,870,679	1,795,480	1,906,877
Park and Recreation	590,304	616,313	607,529	598,420	596,228
Finance	654,086	689,144	681,168	638,891	677,772
Street/Parks	2,737,635	2,940,103	2,950,241	2,827,014	2,933,686
Animal Welfare	413,704	434,982	428,380	393,232	434,491
Municipal Court	462,836	499,746	493,165	491,922	491,762
General Government	1,053,160	1,101,390	1,138,115	1,107,620	1,174,153
Neighborhood Services	1,099,975	1,160,736	1,150,216	1,145,595	1,234,502
Information Technology	416,391	489,421	504,111	486,826	553,497
Emergency Management	914,207	977,934	964,007	938,254	994,479
Swimming Pools	285,696	297,997	297,212	281,329	292,598
(Transfers Out:)					
Police	9,647,226	9,618,972	9,618,972	9,214,384	9,602,612
Police - Warrant Officers	98,572	98,572	98,572	98,572	98,572
Fire	7,800,126	7,777,281	7,777,281	7,469,829	7,764,053
Grants	147,126	155,290	155,290	155,082	159,046
Reimbursed Projects	-	10,000	10,000	10,000	-
Street And Alley	-	250,000	250,000	250,000	-
Cap Imp Revenue Bonds	8,291,332	8,290,348	8,290,348	8,041,638	8,124,541
Employee Activity	7,500	7,500	7,500	7,500	7,500
Juvenile	25,000	25,000	42,000	42,000	37,000
CVB-Economic Development	-	-	-	-	-
Gen Govt Sls Tax	34,921	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>37,346,390</b>	<b>38,422,898</b>	<b>38,458,208</b>	<b>37,053,465</b>	<b>38,152,573</b>
<b>RESERVE OF FUND BALANCE</b>					<b>1,235,925</b>

**ESTIMATED REVENUES GENERAL FUND**  
FY 2017-2018  
Total \$37,506,461



**ESTIMATED EXPENDITURES GENERAL FUND  
FY 2017-2018  
Total \$38,152,573**



General Fund Revenue Projections FY 2017-2018

Description	Account Number	ACTUAL	ACTUAL	ACTUAL	ANNUAL	ESTIMATED	BUDGET
		2013-2014	2014-2015	2015-2016	BUDGET	ACTUAL	PROJECTION
		2016-2017	2016-2017	2016-2017	2017-2018	2017-2018	2017-2018
SALES TAX	010-0000-313-10-01	20,193,984	19,609,240	19,737,515	19,735,175	19,244,057	19,340,472
USE TAX	010-0000-313-10-02	801,651	847,181	1,010,542	1,014,018	926,380	993,737
OG&E	010-0000-318-10-21	1,424,377	1,457,985	1,362,330	1,446,787	1,387,275	1,402,530
ONG	010-0000-318-10-23	469,430	445,584	358,936	447,791	401,300	418,812
TELEPHONE	010-0000-318-10-24	71,623	60,160	33,214	53,465	57,092	56,500
CABLE TV	010-0000-318-10-25	599,575	560,588	905,739	840,000	765,342	757,689
911 EMERGENCY ACT	010-0000-318-10-26	15,429	15,013	13,608	13,618	15,325	15,708
<b>TOTAL TAXES</b>		<b>23,576,069</b>	<b>22,995,750</b>	<b>23,421,884</b>	<b>23,550,854</b>	<b>22,796,771</b>	<b>22,985,448</b>
<b>BUILDING</b>	010-0000-322-14-41	<b>36,361</b>	<b>53,769</b>	<b>64,996</b>	<b>49,896</b>	<b>45,892</b>	<b>55,444</b>
OIL & GAS PERMITS	010-0000-322-14-42	7,800	405	-	-	-	-
OCCUPATIONAL	010-0000-322-14-50	39,928	37,704	45,302	42,755	48,331	46,816
SIGNS	010-0000-322-14-51	7,250	8,800	8,450	7,800	8,433	8,561
ELECTRICAL	010-0000-322-14-55	38,478	50,050	94,101	87,043	80,969	87,535
PLUMBING	010-0000-322-14-58	24,709	29,858	59,302	48,830	70,803	65,053
REFRIG & FORCED AIR	010-0000-322-14-65	27,944	29,204	50,935	104,990	56,813	53,874
BURN	010-0000-322-14-66	-	-	-	-	-	-
OTHER LICENSE & PERMITS	010-0000-322-14-85	34,475	36,568	44,336	37,809	42,801	43,568
PENDING LIC & PERMITS	010-0000-322-14-90	110	(300)	335	-	349	-
<b>TOTAL LICENSES &amp; PERMITS</b>		<b>217,055</b>	<b>246,056</b>	<b>367,757</b>	<b>379,123</b>	<b>354,391</b>	<b>360,851</b>
<b>ALCOHOL</b>	010-0000-335-10-32	<b>85,616</b>	<b>87,613</b>	<b>86,506</b>	<b>88,790</b>	<b>93,189</b>	<b>89,103</b>
TOBACCO TAX	010-0000-335-10-35	386,781	371,720	381,073	389,309	365,709	372,834
<b>TOTAL INTERGOVERNMENTAL</b>		<b>472,397</b>	<b>459,334</b>	<b>467,579</b>	<b>478,099</b>	<b>458,898</b>	<b>461,937</b>
<b>UNION PAYROLL FEES</b>	010-0000-340-14-10	<b>786</b>	<b>777</b>	<b>768</b>	<b>778</b>	<b>711</b>	<b>752</b>
MOWING & CLEANUP	010-0000-340-14-12	-	-	-	-	-	-
PAY TELEPHONE	010-0000-340-14-14	-	-	-	-	-	-
WRITE-OFFS	010-0000-340-14-44	-	-	-	-	-	-
BOARD OF ADJUSTMENT	010-0000-341-15-15	360	420	60	321	180	220
OTHER UTILITY BILLING	010-0000-341-15-30	-	-	-	-	-	-
RECEIVABLES WRITE-OFFS	010-0000-344-16-44	(143)	(3,327)	(444)	(1,311)	(436)	(1,402)
ANIMAL WELFARE	010-0000-345-15-31	-	-	-	-	-	-
POOL ADMISSIONS	010-0000-347-16-15	148,784	162,266	168,105	162,467	148,455	156,902
POOL CONCESSIONS	010-0000-347-16-19	17,968	14,409	15,967	15,620	15,811	16,039
POOL RENTAL	010-0000-347-16-22	25,060	24,120	29,220	25,515	22,238	25,160
POOL - SEASON PASSES	010-0000-347-16-23	71,285	59,225	56,020	64,702	61,905	62,109
SWIM LESSONS	010-0000-347-16-24	850	630	725	735	-	735
DISPATCHING SERVICES	010-0000-349-16-21	219,792	199,877	215,775	215,774	208,810	208,154
<b>TOTAL CHARGES FOR SERVICES</b>		<b>484,742</b>	<b>458,397</b>	<b>486,195</b>	<b>484,601</b>	<b>457,674</b>	<b>468,669</b>
<b>FINES &amp; FORFEITURES</b>	010-0000-351-10-51	<b>1,632,569</b>	<b>1,621,602</b>	<b>1,773,252</b>	<b>1,701,298</b>	<b>1,326,563</b>	<b>1,353,094</b>
BONDSMAN / MISC COURT	010-0000-351-10-54	-	-	-	-	-	-
FINES/BONDSMAN FEE	010-0000-351-10-55	-	-	-	-	-	-
INCARCERATION 5% COURT	010-0000-351-10-57	7,800	10,576	11,431	9,787	9,873	10,626
INCARCERATION FEES	010-0000-351-10-58	9,394	3,310	1,464	4,711	552	1,008
<b>TOTAL FINES&amp;FORFEITURES</b>		<b>1,649,763</b>	<b>1,635,488</b>	<b>1,786,146</b>	<b>1,715,796</b>	<b>1,336,988</b>	<b>1,364,728</b>



**General Fund Revenue Projections FY 2017-2018**

Description	Account Number	ACTUAL	ACTUAL	ACTUAL	ANNUAL	ESTIMATED	BUDGET
		2013-2014	2014-2015	2015-2016	BUDGET	ACTUAL	PROJECTION
		2016-2017	2016-2017	2016-2017	2016-2017	2016-2017	2017-2018
INVESTMENT INTEREST	010-0000-361-41-10	140,430	108,046	98,420	96,106	77,985	72,885
SALES TAX INTEREST	010-0000-361-41-14	16,849	15,678	15,574	15,610	15,502	15,585
<b>TOTAL INTEREST</b>		<b>157,279</b>	<b>123,724</b>	<b>113,994</b>	<b>111,716</b>	<b>93,487</b>	<b>88,470</b>
LONG/SHORT COURT	010-0000-370-01-02	999	21	191	-	-	-
L/S - DEVELOPMENT SCVS	010-0000-370-01-03	409	(22)	-	-	10	-
L/S - MISCELLANEOUS	010-0000-370-01-04	(70)	(107)	1,251	-	(1)	-
L/S - POOL	010-0000-370-01-10	(606)	97	(42)	-	(60)	-
L/S - ANIMAL WELFARE	010-0000-370-01-31	-	-	-	-	-	-
INSURANCE RECOVERY	010-0000-371-10-09	1,800	-	-	-	-	-
RESALE PROPERTY / TLE 68	010-0000-371-14-01	66,215	68,299	138,380	-	-	-
REMINGTON PARK	010-0000-371-14-02	-	-	-	-	-	-
REFUND OF OVER PMTS	010-0000-371-14-03	-	324	16	-	-	-
OTHER RECEIPTS	010-0000-371-14-11	5,598	1,180	9,584	3,073	1,151	1,165
DAMAGES	010-0000-371-14-16	-	-	-	-	-	-
MISCELLANEOUS	010-0000-371-14-21	10,656	14,696	16,382	13,911	13,911	14,996
COLLECTION AGENCY	010-0000-371-14-26	7,038	1,794	344	960	503	424
COMMUNITY CENTER RENTAL	010-0000-373-11-04	76,456	69,813	77,768	73,502	79,024	75,535
SENIOR CENTER	010-0000-373-11-05	6,150	5,165	4,700	5,924	5,241	5,035
CITY PROPERTIES	010-0000-373-11-06	2,729	2,757	2,864	2,857	2,793	2,805
REFUNDS-COMMUNITY CENTER	010-0000-373-11-12	(2,563)	(2,946)	(1,767)	(2,433)	(2,416)	(2,376)
COPIES	010-0000-377-15-04	2,755	2,424	2,393	2,421	4,420	3,079
PLAT FEES	010-0000-377-15-11	2,095	5,434	4,698	3,803	3,605	3,958
ZONING APPLICATIONS	010-0000-377-15-13	2,935	5,295	5,695	4,516	4,650	4,644
ENGINEERING FEES	010-0000-377-15-20	27,576	16,003	34,837	28,345	28,460	28,719
RETURN CHECK FEES	010-0000-377-15-25	14,525	13,500	14,900	14,136	15,342	14,567
ANIMAL WELFARE	010-0000-377-15-31	51,863	50,133	48,203	50,222	43,874	46,038
OTHER FEES	010-0000-377-15-90	6,230	5,767	5,740	5,955	4,862	5,457
<b>TOTAL MISCELLANEOUS</b>		<b>282,790</b>	<b>259,635</b>	<b>366,138</b>	<b>207,192</b>	<b>205,349</b>	<b>202,046</b>
MUNICIPAL COURT	010-0000-391-01-13	2,361	2,856	2,210	1,980	1,707	1,640
CAP IMP REVENUE BOND	010-0000-391-01-17	8,476,702	8,237,446	8,291,332	8,290,348	8,041,638	8,124,541
DOWNTOWN REDEV (194 RETIREE INS CONT)	010-0000-391-01-94	-	-	-	16,581	16,581	15,364
MUNICIPAL AUTHORITY	010-0000-391-21-01	2,326,401	2,326,401	2,326,401	2,326,401	2,326,401	2,751,403
HOSPITAL AUTHORITY (425/9060 RETIREE INS CONT)	010-0000-391-21-11	-	-	-	16,580	16,580	15,364
INTERDEPT - FIRE	010-0000-391-21-17	166,000	166,000	166,000	166,000	166,000	166,000
F194 & F425/9060 (HOSP AUTH)	010-0000-391-22-11	-	-	-	-	-	250,000
F194 & F425/9060 (DT REDEV)	010-0000-391-22-94	-	-	-	-	-	250,000
<b>TOTAL TRANSFER IN</b>		<b>10,971,464</b>	<b>10,732,703</b>	<b>10,785,943</b>	<b>10,817,890</b>	<b>10,568,907</b>	<b>11,574,312</b>
<b>FUND TOTAL</b>		<b>37,811,559</b>	<b>36,911,088</b>	<b>37,795,637</b>	<b>37,745,271</b>	<b>36,272,465</b>	<b>37,506,461</b>

Notes: The transfer in from Fund 194-Downtown Redevelopment and Fund 425/9060-Hospital Authority In Lieu/ROR/Miscellaneous increased in FY 17-18 by \$250,000 from each fund, \$500,000 in total. In addition, the transfer in from the Municipal Authority increased by \$425,000 (\$25,000 from Fund 61-Stormwater, \$150,000 from Fund 190-Sanitation, \$100,000 from Fund 191-Water, and \$150,000 from Fund 192-Wastewater).

**BUDGET SUMMARY BY DEPARTMENT & CATEGORY - FISCAL YEAR 2017-2018 - EXPENDITURES**

	Personal Services	Benefits	Materials & Supplies	Other Services & Charges	Transfers	Department Request
City Manager	340,007	125,490	3,200	8,505	-	477,202
City Clerk	66,297	24,845	1,425	1,447	-	94,014
Human Resources	314,088	99,699	3,000	27,000	-	443,787
City Attorney	32,235	16,316	650	5,000	-	54,201
Community Development	1,278,526	433,863	57,822	136,666	-	1,906,877
Park and Recreation	333,608	130,570	24,196	107,854	-	596,228
Finance	464,615	203,658	2,600	6,899	-	677,772
Juvenile	-	-	-	-	37,000	37,000
Reimbursed Projects	-	-	-	-	-	-
Police	-	-	-	-	9,602,612	9,602,612
Police - Warrant Officers	-	-	-	-	98,572	98,572
Grants	-	-	-	-	159,046	159,046
Fire	-	-	-	-	7,764,053	7,764,053
Employee Activity	-	-	-	-	7,500	7,500
Street & Alley	-	-	-	-	-	-
Cap. Imp Revenue Bonds	-	-	-	-	8,124,541	8,124,541
Street/Parks	1,046,718	472,929	542,754	871,285	-	2,933,686
Animal Welfare	264,537	101,959	33,495	34,500	-	434,491
Municipal Court	363,205	116,582	3,000	8,975	-	491,762
General Government	26,400	143,067	69,619	935,067	-	1,174,153
Neighborhood Services	710,559	254,288	89,935	179,720	-	1,234,502
Information Technology	372,845	127,124	22,539	30,989	-	553,497
Emergency Management	730,486	258,143	2,850	3,000	-	994,479
Swimming Pool	218,146	27,761	34,466	12,225	-	292,598
<b>TOTAL EXPENDITURES</b>	<b>6,562,272</b>	<b>2,536,294</b>	<b>891,551</b>	<b>2,369,132</b>	<b>25,793,324</b>	<b>38,152,573</b>

FUND: GENERAL (010)  
 DEPARTMENT: CITY MANAGER (01)  
 DEPARTMENT HEAD: GUY HENSON

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2015-2016	2016-2017	2016-2017	2017-2018
PERSONAL SERVICES	340,940	354,365	354,348	340,007
BENEFITS	115,483	123,827	119,340	125,490
MATERIALS & SUPPLIES	3,087	3,438	3,425	3,200
OTHER SERVICES	7,986	8,475	8,305	8,505
<b>TOTAL</b>	<b>467,496</b>	<b>490,105</b>	<b>485,418</b>	<b>477,202</b>

PERMANENT STAFFING	FY 17-18	FY 16-17
City Manager	0.675	0.925
Asst. City Manager	0.75	0.60
Executive Secretary	0.80	0.80
Administrative Secretary	1	1
<b>TOTAL</b>	<b>3.225</b>	<b>3.325</b>

City Manager - 25% to PWA - Fund 075 FY 17-18  
 Asst. City Manager - Add 25% from PWA - Fund 075 FY 17-18  
 10% to Risk Management-Fund 202 FY 17-18  
 Executive Secretary - .20% to Hospital Authority - Fund 425  
 City Manager - 7.5% to Hospital Authority - Fund 425  
 Asst. City Manager - 25% to PWA - Fund 075, 15%  
 to Hotel/Conf Cntr - Fund 195 FY 15-16

**CONTRACTUAL (30-40) FY 17-18**

Shred-It	500
Standley Systems	925
<b>TOTAL</b>	<b>1,425</b>

**FINAL BUDGET 2017-2018**

PERSONAL SERVICES	
10-01 SALARIES	312,894
10-03 OVERTIME	500
10-07 ALLOWANCES	8,762
10-10 LONGEVITY	3,349
10-11 SL BUYBACK-OVER BANK	5,504
10-12 VACATION BUYBACK	4,571
10-13 PDO BUYBACK	2,424
10-14 SL INCENTIVE PAY	2,003
<b>TOTAL PERSONAL SERVICES</b>	<b>340,007</b>

BENEFITS	
15-01 SOCIAL SECURITY	26,011
15-02 EMPLOYEES' RETIREMENT	47,601
15-03 GROUP INSURANCE	31,111
15-06 TRAVEL & SCHOOL	7,000
15-13 LIFE	522
15-14 DENTAL	3,240
15-20 OVERHEAD HEALTH CARE COST	2,743
15-97 RETIREE INSURANCE SUBSIDY	3,815
15-98 RETIREE INSURANCE	3,448
<b>TOTAL BENEFITS</b>	<b>125,490</b>

MATERIALS & SUPPLIES	
20-41 SUPPLIES	3,200
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>3,200</b>

OTHER SERVICES & CHARGES	
30-01 UTILITIES	990
30-40 CONTRACTUAL	1,425
30-72 MEMBERSHIPS & SUBSCRIPTIONS	6,090
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>8,505</b>

**TOTAL DEPARTMENT REQUEST** 477,202

**FUND: GENERAL (010)**  
**DEPARTMENT: CITY Manager (01)**

**SIGNIFICANT EXPENDITURE CHANGES:**

None

**PROGRAM DESCRIPTION**

The City Manager's Department provides direction and supervision to all functions of the City; transmits the policies of the Council into action agendas by the various departments; initiates inquires in response to citizen requests or complaints; develops a budget designed to implement the policies of the Council; and provides monitoring of expenditures and revenues to ensure fiscal soundness. The City Manager's Department also serves as the manager of the Memorial Hospital Authority, Municipal Authority, and the Utilities Authority.

**FY 2017-18 GOALS AND OBJECTIVES**

1. Continue involvement with various civic and community groups.
2. Identify areas where utilization of alternative methods or equipment can improve efficiency.
3. Continue regular meetings with Administrative Staff and bi-monthly meetings with the Employee Advisory Committee in order to facilitate employee involvement in planning and operations.

4. Closely monitor the management of the Reed Center and Sheraton Hotel.
5. Oversee contractual requirements of the Redevelopment Agreement and Lease.
6. Manage the marketing/communication efforts of the City of Midwest City through contract services.
7. Oversee assets and budget of the Memorial Hospital Authority, Municipal Authority, and the Utilities Authority.

FUND: GENERAL (010)  
 DEPARTMENT: CITY CLERK (02)  
 DEPARTMENT HEAD: SARA HANCOCK

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	81,052	65,350	65,200	66,297
BENEFITS	24,625	26,018	23,175	24,845
MATERIALS & SUPPLIES	370	1,425	495	1,425
OTHER SERVICES	2,072	1,447	1,447	1,447
<b>TOTAL</b>	<b>108,120</b>	<b>94,240</b>	<b>90,317</b>	<b>94,014</b>

PERMANENT STAFFING	FY 17-18	FY 16-17
City Clerk	0.5	0.5
Billing Technician	0.5	0.5
<b>TOTAL</b>	<b>1</b>	<b>1</b>

Municipal Court moved to Dept 010-12 FY 15-16  
 Asst City Attorney .25 to Risk (202) FY 11-12  
 Meter Readers to Utility Svcs (187) FY 10-11  
 Warrant Officers to Police Dept (020) FY 10-11  
 Functions of the utility billing and collections have been  
 transferred to Utility Svcs (187) FY 08-09

**CONTRACTUAL (30-40) FY 17-18**

SHRED IT SERVICES	760
<b>TOTAL</b>	<b>760</b>

**FINAL BUDGET 2017-2018**

PERSONAL SERVICES	
10-01 SALARIES	61,905
10-07 ALLOWANCES	2,190
10-10 LONGEVITY	913
10-11 SL BUYBACK - OVERBANK	458
10-12 VL BUYBACK	229
10-13 PDO BUYBACK	152
10-14 SICK LEAVE INCENTIVE	450
<b>TOTAL PERSONAL SERVICES</b>	<b>66,297</b>

BENEFITS	
15-01 SOCIAL SECURITY	5,072
15-02 EMPLOYEES' RETIREMENT	9,282
15-03 GROUP INSURANCE	4,743
15-06 TRAVEL & SCHOOL	2,616
15-13 LIFE	162
15-14 DENTAL	382
15-20 OVERHEAD HEALTH CARE COST	573
15-97 RETIREE INSURANCE SUBSIDY	1,059
15-98 RETIREE INSURANCE	957
<b>TOTAL BENEFITS</b>	<b>24,845</b>

MATERIALS & SUPPLIES	
20-41 SUPPLIES	1,425
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>1,425</b>

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	760
30-72 MEMBERSHIPS & SUBSCRIPTIONS	687
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>1,447</b>

<b>TOTAL DEPARTMENT REQUEST</b>	<b>94,014</b>
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**FUND: GENERAL (010)**  
**DEPARTMENT: CITY CLERK (02)**

**PROGRAM DESCRIPTION**

The City Clerk's divisions in the general fund include the clerk's administrative duties.

**STAFFING / PROGRAMS**

During fiscal year 2016-17, the City Clerk's Office was staffed by the City Clerk and a billing technician, whose time is between the administrative duties in the General Fund and the Utility Services Fund (187). The City Clerk performs the duties required by ordinance and Oklahoma State Statutes, so that administrative operations progress in an efficient, orderly and lawful manner. The City Clerk coordinates and completes Public Records Requests, in compliance with the Oklahoma Open Records Act. The City Clerk attests and maintains custody of all official documents. The City Clerk has the responsibility of maintenance of the official city records and seals.

The City Clerk serves as the clerk to the City Council and secretary to the Municipal Trust Authorities. The City Clerk responds to the citizen's general information or code of ordinance questions. The City Clerk oversees the city bid and lien processes. The City Clerk general fund division also handles mail processing and distribution. Department Head over Utility Customer Service and Meter Reading Departments.

**2017-2018 GOALS AND OBJECTIVES**

**CLERK'S OFFICE:**

1. To provide information upon request of citizens, which may include but is not limited to specific ordinance questions; contracts and agreements; policy request, agenda items, agenda packets; audits, minutes of meetings, certified documents.
2. Preparation of the record retention policy and document preservation plan.
3. Continue to utilize the Laserfiche system to assist all departments to locate documents more efficiently.
4. Work to scan historical documents into the laserfiche records management system.

**FUND: GENERAL (010)**  
**DEPARTMENT: HUMAN RESOURCES (03)**  
**DEPARTMENT HEAD: CATHERINE WILSON**

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	250,941	309,559	274,006	314,088
BENEFITS	79,099	97,385	89,160	99,699
MATERIALS & SUPPLIES	1,579	3,325	2,311	3,000
OTHER SERVICES	31,240	27,000	27,000	27,000
<b>TOTAL</b>	<b>362,859</b>	<b>437,269</b>	<b>392,477</b>	<b>443,787</b>

PERMANENT STAFFING	FY 17-18	FY 16-17
Director	1	1
Asst Director	1	1
HR Officer	1	1
Admin Secretary	1	1
Health Benefits/HR Coordinat	0.25	0.25
<b>TOTAL</b>	<b>4.25</b>	<b>4.25</b>

Administrative Secretary to full time FY 16-17  
 Administrative Secretary to be shared with Utilities FY 14-15  
 .75 Health Benefits/HR Coord to Fund 240-0310-480-10-01 FY 13-14

CONTRACTUAL (30-40) FY 17-18	
Team Building Consultant	2,000
Johanson Group Consultants	4,500
DB Square Data Base	2,000
Cecil Frymire Polygraph Services	500
Employment Law Attorneys	10,000
Labor Relations Consultant	5,000
Advertising - Employment Opportunities	1,000
<b>TOTAL</b>	<b>25,000</b>

PERSONNEL  
 POSITIONS  
 SUMMARY:  
 2005-06 - 6.5  
 2006-07 - 7  
 2007-08 - 5  
 2008-09 - 4  
 2008-10 - 4  
 2010-11 - 4  
 2011-12 - 4  
 2012-13 - 3  
 2013-14 - 3.25  
 2014-15 - 3.75  
 2015-16 - 3.75  
 2016-17 - 4.25  
 2017-18 - 4.25

**FINAL BUDGET 2017-2018**

PERSONAL SERVICES	
10-01 SALARIES	266,980
10-07 ALLOWANCES	4,380
10-10 LONGEVITY	3,762
10-11 SL BUYBACK	1,796
10-12 VL BUYBACK	441
10-13 PDO BUYBACK	892
10-14 SL INCENTIVE	2,700
10-17 ADDITIONAL INCENTIVE	1,500
10-18 SEPARATION PAY	31,637
<b>TOTAL PERSONAL SERVICES</b>	<b>314,088</b>

BENEFITS	
15-01 SOCIAL SECURITY	24,028
15-02 EMPLOYEES' RETIREMENT	43,972
15-03 GROUP INSURANCE	21,326
15-06 TRAVEL & SCHOOL	3,869
15-13 LIFE	689
15-14 DENTAL	2,102
15-20 OVERHEAD HEALTH CARE COST	1,733
15-97 RETIREE INSURANCE SUBSIDY	1,040
15-98 RETIREE INSURANCE	940
<b>TOTAL BENEFITS</b>	<b>99,699</b>

MATERIALS & SUPPLIES	
20-41 SUPPLIES	3,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>3,000</b>

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	25,000
30-72 MEMBERSHIPS & SUBSCRIPTIONS	2,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>27,000</b>

**TOTAL DEPARTMENT REQUEST** **443,787**

**FUND: GENERAL (010)**  
**DEPARTMENT: HUMAN RESOURCES (03)**

**SIGNIFICANT EXPENDITURE CHANGES**

None

**PROGRAM DESCRIPTION**

The Human Resources Department is responsible for coordinating the personnel administration, organizational development, employee benefits, labor relations, and other HR activities throughout the City. The Human Resources Department ensures all Merit System, State and Federal guidelines are met.

Major Activities Include: personnel records, salary/benefit surveys, job evaluation, new employee orientation, labor negotiations, contract administration, recruitment and selection, entry level testing, promotional testing, health benefits administration, Substance Abuse Testing, and implementation of personnel policies and procedures.

**2017-18 GOALS AND OBJECTIVES**

1. Employee Recruitment – Purchase and implement on-line applicant tracking software to automate the City's recruitment process through Laserfiche. Application(s) which will utilize a work flow process for onboarding employees. By doing this we will increase the productivity within our 4.25 person department.
2. New Hire Orientation – Design and re-implement a New Hire Orientation program to introduce the newly hired employees to the City, providing them with information on City departments as well as City policy

and procedures. Providing enrollment into the City's benefits plans and answering any questions on benefits.

3. Employee Training Program –Continue to provide ongoing employee training programs in the areas of performance evaluations, legal aspects of interviewing, and supervisory skills, as well as sexual harassment prohibition, drug/alcohol prohibitions, customer service and computer software training.
4. Employee Wellness Program – Continue to work on improving our employee wellness program and encourage more participation of all city employees.
5. Document Imaging – Continue to enter all records into Laserfiche document imaging system and develop Supervisor access to the document imaging files pertaining to their department. Continuation of standardization of all Human Resources forms using the Laserfiche document imaging work flows process
6. City Web Site – Continue to work in conjunction with the IT Department to further develop the City web site to be utilized for advertising job vacancies, announcements, etc., and securing application forms online
7. WEB Page-Work with IT to provide a link employees can use to access the City's Policy and Procedures Manual, FOP and IAFF labor contracts, wellness news and information, and employee access to the most commonly used HR forms.
8. New Supervisor Orientation – Human Resource Director will continue to meet with newly hired/promoted supervisors regarding all aspects of personnel administration and/or labor relations.
9. Substance Abuse Testing – Continue to develop an effective on-going substance abuse testing program in conjunction with an effective Employee Assistance Program.



10. Special Projects – Continue to work with DBSquared regarding the compensation analysis software. Continue to work with DBSquared to train department heads in the use of the software to compose and rank job descriptions so positions can be kept up to date and placed in the compensation matrix.

FUND: GENERAL (010)  
 DEPARTMENT: CITY ATTORNEY (04)  
 DEPARTMENT HEAD: PHIL ANDERSON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	77,411	75,706	68,732	32,235
BENEFITS	20,341	21,952	19,024	16,316
MATERIALS & SUPPLIES	-	760	600	650
OTHER SERVICES	201	3,390	3,309	5,000
<b>TOTAL</b>	<b>97,952</b>	<b>101,808</b>	<b>91,665</b>	<b>54,201</b>

PERMANENT STAFFING	FY 17-18	FY 16-17
City Attorney	0.35	0.6
<b>TOTAL</b>	<b>0.35</b>	<b>0.6</b>

.25 City Attorney to Risk (202) FY 17-18  
 .20 City Attorney Salary to Hospital (425) FY 06-07  
 .20 City Attorney Salary to Downtown Redevel (194) FY 06-07

PERSONNEL  
 POSITIONS  
 SUMMARY:  
 2005-06 - 2  
 2006-07 - 2  
 2007-08 - 1.6  
 2008-09 - 1.1  
 2009-10 - 1.1  
 2010-11 - 1.1  
 2011-12 - 1.1  
 2012-13 - 1.5  
 2013-14 - .6  
 2014-15 - .6  
 2015-16 - .6  
 2016-17 - .6  
 2017-18 - .35

FINAL BUDGET 2017-2018

<b>PERSONAL SERVICES</b>	
10-01 SALARIES	30,465
10-07 ALLOWANCES	1,533
10-13 PDO BUYBACK	237
<b>TOTAL PERSONAL SERVICES</b>	<b>32,235</b>

<b>BENEFITS</b>	
15-01 SOCIAL SECURITY	2,466
15-02 EMPLOYEES' RETIREMENT	4,513
15-03 GROUP INSURANCE	3,079
15-06 TRAVEL & SCHOOL	1,425
15-13 LIFE	57
15-14 DENTAL	267
15-20 OVERHEAD HEALTH CARE COST	404
15-97 RETIREE INSURANCE SUBSIDY	2,156
15-98 RETIREE INSURANCE	1,949
<b>TOTAL BENEFITS</b>	<b>16,316</b>

<b>MATERIALS &amp; SUPPLIES</b>	
20-41 SUPPLIES	650
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>650</b>

<b>OTHER SERVICES &amp; CHARGES</b>	
30-72 MEMBERSHIPS & SUBSCRIPTIONS	2,000
30-75 LEGAL PUBLICATIONS	3,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>5,000</b>

**TOTAL DEPARTMENT REQUEST** **54,201**

**FUND: GENERAL (010)**  
**DEPARTMENT: CITY ATTORNEY (04)**

**SIGNIFICANT EXPENDITURE CHANGES:**

None

**STAFFING/PROGRAMS**

During the past fiscal year, 2016-17, the City Attorney's Department continued to be staffed by one full-time attorney, with the full-time administrative assistant position being removed from the budget. This department remains committed to providing consistently efficient service to its clients. It also continues to be dedicated to aggressively collecting monies owed to the City due to the negligent or intentional acts of third parties and providing continuing legal support to the City's many and varied projects and programs.

The City Attorney's Department provides interpretation and advice regarding City ordinances, state statutes and other legal issues to assist the City Council, City Management and City employees in performing their job duties more effectively and efficiently. The city attorney provides legal opinions, makes recommendations upon request and works on various issues pertaining to the City's redevelopment and other projects.

**PROGRAM DESCRIPTION**

The city attorney provides the City and its associated trusts and agencies, and their officers with comprehensive legal services to ensure that activities of those entities are conducted in accordance with the law and that those entities are appropriately represented in civil litigation. The city attorney currently advises the Midwest City Council, Midwest City Municipal Authority, Midwest City Economic Development Commission, Midwest City Memorial Hospital Authority and Midwest City Utilities Authority, and all City departments, boards and commissions. The city attorney is appointed by and is responsible to the city manager.

**2017-2018 GOALS AND OBJECTIVES**

1. Continue to aggressively collect monies owed to the City due to the negligent or intentional acts of third parties.
2. Continue to resolve legal issues pertaining to the City's projects and programs.
3. Continue to resolve legal disputes as quickly and effectively as possible.
4. Continue to update, revise and draft ordinances to reflect new programs and new statutory or case law.

FUND: GENERAL (010)  
DEPARTMENT: COMMUNITY DEVELOPMENT (05)  
DEPARTMENT HEAD: BILLY HARLESS

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	1,151,000	1,208,978	1,177,084	1,278,526
BENEFITS	378,471	410,632	392,912	433,863
MATERIALS & SUPPLIES	41,558	60,087	46,914	57,822
OTHER SERVICES	59,138	190,982	178,570	136,666
<b>TOTAL</b>	<b>1,630,168</b>	<b>1,870,679</b>	<b>1,795,480</b>	<b>1,906,877</b>

PERMANENT STAFFING	FY 17-18	FY 16-17
Director	1	1
Current Planning Manager	1	1
City Engineer	1	1
Engineering Project Manager	1	1
Chief Building Inspector	1	1
Building Inspector	2	2
Chief Const. Inspector	1	1
Associate Current Planner	1	1
Administrative Secretary	1	1
DS Clerk	1	1
Maintenance Tech/Janitor	1	1
Janitor	1.75	1.75
Assistant City Engineer	1	1
Engineering Technician	1	1
Comp. Planner	1	1
GIS Coordinator	0.5	0
GIS Analyst	0	1
GIS Technician	1	1
Property Acquisition Specialist	1	1
<b>TOTAL</b>	<b>19.25</b>	<b>19.75</b>

PART TIME	FY 17-18	FY 16-17
Intern	1	1
Clerk	1	1

GIS Analyst - moved to PWA - Fund 075 in FY 17-18  
GIS Coordinator - Add 50% from PWA - Fund 075 in FY 17-18  
GIS Coordinator - 50% moved to PWA - Fund 075 in FY 16-17  
GIS Analyst moved from PWA - Fund 075 in FY 16-17  
.25 Property Acquisition Specialist (269) moved back from Fund 269 in FY 16-17

FINAL BUDGET 2017-2018

PERSONAL SERVICES	
10-01 SALARIES	1,183,648
10-02 WAGES	35,401
10-07 ALLOWANCES	19,023
10-10 LONGEVITY	17,677
10-11 SL BUYBACK	6,647
10-12 VL BUYBACK	2,244
10-13 PDO BUYBACK	2,486
10-14 SICK LEAVE INCENTIVE	8,900
10-18 SEPARATION PAY	2,500
<b>TOTAL PERSONAL SERVICES</b>	<b>1,278,526</b>

BENEFITS	
15-01 SOCIAL SECURITY	97,806
15-02 EMPLOYEES' RETIREMENT	174,038
15-03 GROUP INSURANCE	102,152
15-06 TRAVEL & SCHOOL	33,385
15-07 UNIFORMS	2,822
15-13 LIFE	3,119
15-14 DENTAL	9,871
15-20 OVERHEAD HEALTH CARE COST	6,218
15-97 RETIREE INSURANCE SUBSIDY	2,339
15-98 RETIREE INSURANCE	2,113
<b>TOTAL BENEFITS</b>	<b>433,863</b>

MATERIALS & SUPPLIES	
20-35 SMALL TOOLS & EQUIPMENT	950
20-41 SUPPLIES	37,414
20-63 FLEET FUEL	12,594
20-64 FLEET PARTS	3,081
20-65 FLEET LABOR	3,783
<b>TOTAL MATERIAL &amp; SUPPLIES</b>	<b>57,822</b>

OTHER SERVICES & CHARGES	
30-23 UPKEEP REAL PROPERTY	27,293
30-34 MAINTENANCE OF EQUIPMENT	17,129
30-40 CONTRACTUAL	57,550
30-49 CREDIT CARD FEES	12,000
30-72 MEMBERSHIPS & SUBSCRIPTIONS	8,242
30-85 INSURANCE	14,452
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>136,666</b>

**TOTAL DEPARTMENT REQUEST** 1,906,877

(CONTINUED)

FUND: GENERAL (010)  
DEPARTMENT: COMMUNITY DEVELOPMENT (05)  
DEPARTMENT HEAD: BILLY HARLESS  
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**CONTRACTUAL (30-40) FY 17-18**

Tropical Plant Lease	900
DLT Solutions-AutoCAD	2,000
Standley Copy Machine	2,500
KIP/HP Plotter	1,200
Visual Studio	250
ESRI - GIS Software ELA	20,000
Traffic Engineering	6,000
Fire Alarm Testing & Inspection	600
Document Imaging Forms	5,000
Strip and Wax City Hall Floors	7,000
IT Nexus-Software Maintenance	2,000
Premium Care for City Hall Restrooms	4,100
Miscellaneous	4,000
Data Plans	2,000
<b>TOTAL</b>	<b>57,550</b>

**FUND: GENERAL (010)**

**DEPARTMENT: COMMUNITY DEVELOPMENT (05)**

**PROGRAM DEVELOPMENT**

The Community Development Department consists of several city functions. These include Current Planning, Comprehensive Planning, Engineering, Building Inspections, Geographic Information Systems and Building Maintenance.

The Current Planning Division is responsible for the review of subdivisions, zoning, signs, building permit applications, Board of Adjustment applications, and other development-related matters. Current Planning is also involved in developing and coordinating, through appropriate boards/commissions, proposed changes to the city's development policies, procedures, and regulations.

The Comprehensive Planning Division is responsible for long-term planning efforts of the city. Current efforts include the 29th Street redevelopment area, compliance with the Comprehensive Plan, North Oaks Plan Implementation, Original Square Mile redevelopment, Innovation District Plan, Trails Master Plan, special planning areas, neighborhood redevelopment, and continuing assistance with the zoning and subdivision applications for compliance with regulations.

The Engineering Division is responsible for reviewing and inspecting those elements of land development that ultimately come under control and ownership of the city.

Typically these include water and sewer lines, drainage structures, and streets. Engineering is involved in the review process of all new development proposals, i.e., building permits, subdivisions, and is responsible for administering the city's floodplain management program and ADA Transition Plan. It also prepares construction plans for small improvement projects and provides technical and inspection services to other city departments. Engineering is principally responsible for the acquisition of easements associated with public construction projects undertaken by the city. Engineering also works with Comprehensive Planning and the GIS Coordinator in utilizing computer-aided drafting to prepare maps in the development of the city's Geographic Information Systems (GIS). Starting this year, engineering requires a pre-construction site plan review and site visit, which requires the developer and engineering staff to meet on site and resolve any drainage, retaining wall or site design issues.

The Building Inspections Division is responsible for administering and enforcing the city's building-related codes. These codes include building, electrical, plumbing, mechanical, and existing structures. These codes are applied to new construction, remodeling, and day-to-day repairs to existing structures. In carrying out these functions, Building Inspections reviews building plans, performs field inspections of work, and issues notices and subsequent filings in Municipal Court when compliance cannot be secured for violation of ordinances and regulations. The licensing of the various trades is supervised by Building Inspections. As needed, it also works with other departments in correcting problems in

these areas. Building Inspections also manages the custodial requirements for the Municipal Building, Police Department, Fire Station Headquarters, and Municipal Court.

The Geographic Information Systems (GIS) Division is responsible for developing, organizing, and managing the city's GIS activities. This division continues to work with every department to gather information and distribute the data and deployment of spatial analysis and mapping capabilities enterprise wide through a web-enabled viewer. The division will continue to provide technical expertise and supervision for day-to-day implementation and operation of the GIS activities.

**2017-2018 GOALS AND OBJECTIVES:**

1. Continue to improve our quality of customer service through staff development as well as technical development.
2. Continue to provide staff support to City Council, Memorial Hospital Authority, Traffic and Safety Commission, Planning Commission, Board of Adjustment, Builders' Advisory Board, Park Land Review Committee, Sidewalk Committee, Capital Improvements Program Committee Americans with Disabilities Act Committee, and various building trade boards.
3. Coordinate implementation of Capital Improvement projects consisting of streets, drainage, water, and sewer infrastructure, by

providing overall management, surveys, drafting, technical review, inspection, and contract administration.

4. Continue the implementation and maintenance of the Town Center Project.
5. Continue the development and organization of the City's Geographic Information System.
6. Continue to engineer, manage, and administer projects utilizing existing staff whenever feasible.
7. When cost effective, utilize private contractors to perform work instead of adding permanent staff.
8. Replace worn out operating equipment to increase efficiency and productivity.
9. Continue to digitally scan and file all address and building files, "as-built" and construction drawings, PC cases, Short Form Plats and easements so they may be integrated into the GIS.
10. Develop an in-house digital inspection system for Engineering Construction Inspections.
11. Continue to work with regional planning agency to develop Commuter/Light Rail Plan.
12. Continue to work on the development of Soldier Creek Industrial Park.

13. Neighborhood Stabilization Program – Construct Single family houses as infill housing focusing on foreclosed/abandonment risk areas.
14. Coordinate the “Self Evaluation” and the development of a “Transition Plan” identifying all issues concerning Section 504 of the American Disabilities Act within the public rights of way and public buildings.
15. Continue to design and coordinate sidewalk projects.
16. Provide both data & mapping support during the Implementation of external systems including a new CAD/RMS for Emergency Services and a GIS-based work order system for Public Works.
17. Continue the implementation and maintenance of the Sooner Rose Project(s).
18. Continue the administration, design, and construction of Safe Routes to School Trail Grant, SE 29<sup>th</sup> Street Trail Grant, Palmer Loop Trail Grant, Rail to Trail Grant and Mid America Trail Grant.
19. Design and Construction of the new Original Mile OM Park.



**FUND: GENERAL (010)  
DEPARTMENT: PARK & RECREATION (06)  
DEPARTMENT HEAD: VAUGHN SULLIVAN**

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	322,407	331,726	331,426	333,608
BENEFITS	115,725	120,066	120,000	130,570
MATERIALS & SUPPLIES	21,503	23,864	19,908	24,196
OTHER SERVICES	130,669	131,873	127,086	107,854
<b>TOTAL</b>	<b>590,304</b>	<b>607,529</b>	<b>598,420</b>	<b>596,228</b>

PERMANENT STAFFING	FY 17-18	FY 16-17
Park & Rec Supervisor	0.675	0.675
Sports & Aquatics Supervisor	0.5	0.5
Community Center Coord	1	1
Senior Center Coord	1	1
Special Events & Rec Asst	1	1
Janitor	1	1
Senior Center Bus Driver	1	1
Special Events & Marketing Mgr	0.56	0.56

**TOTAL** 6.735 6.735

WAGES	FY 17-18	FY 16-17
Building Attend - Part Time	0.5	0.5
Secretary - Part Time	0.5	0.5

- .75 Elimination of Aquatic & Rec Supervisor FY 15-16
- .56 Special Events & Marketing Mgr from CVB (046) FY 15-16 Part Time Secretary - FY 13-14
- .25 Sports & Rec Supervisor to Park & Rec (123) FY 09-10
- .50 Aquatic & Rec Supervisor to Pools (010-19) FY 08-09
- .33 Park & Rec Supervisor to Park & Rec (123) FY 07-08

*Note: Above includes Senior Center Expenses*

CONTRACTUAL (30-40) FY 17-18	
Unifirst Holding	4,320
Cintas	2,593
R K Black	544
Tropical Plant Leasing	2,040
Capital City Processors/Valley Proteins	420
Comtec	240
Charley's Pest Control	696
Hill Electric	1,700
Vermont Systems	1,248
Firetrol	1,000
<b>TOTAL</b>	<b>14,801</b>

**FINAL BUDGET 2017-2018**

PERSONAL SERVICES	
10-01 SALARIES	287,831
10-02 WAGES	26,000
10-03 OVERTIME	500
10-07 ALLOWANCES	3,725
10-10 LONGEVITY	5,393
10-11 SL BUYBACK	2,969
10-12 VL BUYBACK	2,003
10-13 PDO BUYBACK	1,429
10-14 SICK LEAVE INCENTIVE	3,758
<b>TOTAL PERSONAL SERVICES</b>	<b>333,608</b>

BENEFITS	
15-01 SOCIAL SECURITY	25,521
15-02 EMPLOYEES' RETIREMENT	43,065
15-03 GROUP INSURANCE	43,143
15-06 TRAVEL & SCHOOL	6,650
15-07 UNIFORMS	400
15-13 LIFE	1,091
15-14 DENTAL	4,173
15-20 OVERHEAD HEALTH CARE COST	1,557
15-97 RETIREE INSURANCE SUBSIDY	2,611
15-98 RETIREE INSURANCE	2,359
<b>TOTAL BENEFITS</b>	<b>130,570</b>

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	6,000
20-35 SMALL TOOLS & EQUIPMENT	400
20-41 SUPPLIES	12,800
20-63 FLEET MAINTENANCE - FUEL	2,104
20-64 FLEET MAINTENANCE - PARTS	1,184
20-65 FLEET MAINTENANCE - LABOR	1,708
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>24,196</b>

OTHER SERVICES & CHARGES	
30-01 UTILITIES & COMMUNICATIONS	22,603
30-23 UPKEEP REAL PROPERTY	15,620
30-40 CONTRACTUAL	14,801
30-43 HARDWARE/SOFTWARE MAINTENANCE	1,083
30-49 CREDIT CARD FEES	2,375
30-72 MEMBERSHIPS & SUBSCRIPTIONS	825
30-85 INSURANCE-FIRE, THEFT, LIAB	50,547
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>107,854</b>

**TOTAL DEPARTMENT REQUEST** 596,228

**FUND: GENERAL (010)**

**DEPARTMENT: RECREATION (06)**

**SIGNIFICANT EXPENDITURE CHANGES:**

None

**STAFFING/PROGRAMS**

During the past fiscal year, 2016-17, the Recreation Department was staffed by seven full time employees, two part-time employees and one full time Manager. This department remains committed to providing consistently efficient service to its clients. It also continues to be dedicated to providing quality of life events for all our citizens from the youngest to our senior citizens. From specialty programs for daddies and daughters only to family events like the Tribute to Liberty, we strive to maintain a balance for all families.

**PROGRAM DESCRIPTION**

The Recreation Department is responsible for the following facilities; Nick Harroz Community Center, Midwest City Senior Center, Reno Swim and Slide, sports complexes and various parks and pavilions throughout the City.

The Recreation Department is also active in assisting with community events such as the Holiday Lights Spectacular, Mopar Car Show, Trick or Treat City, Daddy

Daughter Dance, Mommy Son Luau, Tribute to Liberty, Veterans Day Parade, Martin Luther King Breakfast, Mid-America Street Fest, Made in Oklahoma Wine, Beer, Food Festival.

The Recreation Department offers adult sports programs such as softball, flag football, soccer, and tennis.

The Recreation Department also sponsors youth sports such as baseball, football, and soccer.

Classes are offered for children at the Nick Harroz Community Center including Pom and Cheer, Ballet, Jazz, Tumbling and Beam, and Self Defense.

**2017-2018 GOALS AND OBJECTIVES**

1. Maintain and contribute to the programs and activities benefiting the health and fitness of our participants.
2. Continue to provide an environment of comfort and entertainment at the Community Center and Senior Center by maintaining the current programs and look into creating new ones at the Senior Center.
3. Maintain and continue to support special events and recreations programs as we look to reworking some old programs into projects such as Fun Friday's.
4. Continue to support youth sports leagues such as Soccer, Football, Baseball and Softball.

**FUND: GENERAL (010)**  
**DEPARTMENT: FINANCE (08)**  
**DEPARTMENT HEAD: CHRISTY BARRON**

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2015-2016	2016-2017	2016-2017	2017-2018
PERSONAL SERVICES	475,838	472,618	446,329	464,615
BENEFITS	172,054	199,791	183,953	203,658
MATERIALS & SUPPLIES	928	2,200	2,050	2,600
OTHER SERVICES	5,266	6,559	6,559	6,899
<b>TOTAL</b>	<b>654,086</b>	<b>681,168</b>	<b>638,891</b>	<b>677,772</b>

PERMANENT STAFFING	FY 17-18	FY 16-17	PERSONNEL POSITIONS SUMMARY:
Finance Director	1	1	
Deputy Finance Director	1	1	
Financial Accountant	0.75	0.75	2005-06 - 7
Staff Accountant	2.25	2	2006-07 - 7.5
Accounts Payable Technician	1	1	2007-08 - 7.5
Accounting Technician	1	1	2008-09 - 7.5
Payroll Coordinator	1	1	2009-10 - 7.75
			2010-11 - 7.75
			2011-12 - 7.75
			2012-13 - 7.75
			2013-14 - 7.75
			2014-15 - 7.75
			2015-16 - 7.75
			2016-17 - 7.75
			2017-18 - 8
<b>TOTAL</b>	<b>8</b>	<b>7.75</b>	

Financial Accountant Funded by Hotel/Conf Center (195) @ .25  
 Staff Accountant Funded by .25 Utilities (187), .25 Downtown Redevelopment (194), .25 Hospital Authority (425)

PART TIME:	FY 17-18	FY 16-17
Accountant	0	0.18
PT Accountant moved to FT in FY 17-18		

**CONTRACTUAL (30-40) FY 17-18**

Shred-It Services	850
<b>TOTAL</b>	<b>850</b>

**FINAL BUDGET 2017-2018**

PERSONAL SERVICES	
10-01 SALARIES	445,187
10-03 OVERTIME	3,000
10-07 ALLOWANCES	4,380
10-10 LONGEVITY	3,168
10-11 SL BUYBACK	1,433
10-12 VL BUYBACK	1,667
10-13 PDO BUYBACK	2,404
10-14 SICK LEAVE INCENTIVE	3,375
<b>TOTAL PERSONAL SERVICES</b>	<b>464,615</b>

BENEFITS	
15-01 SOCIAL SECURITY	35,543
15-02 EMPLOYEES' RETIREMENT	65,046
15-03 GROUP INSURANCE	65,642
15-06 TRAVEL & SCHOOL	16,700
15-13 LIFE	1,296
15-14 DENTAL	6,882
15-20 INSURANCE OVERHEAD	2,849
15-97 RETIREE INSURANCE SUBSIDY	5,095
15-98 RETIREE INSURANCE	4,605
<b>TOTAL BENEFITS</b>	<b>203,658</b>

MATERIALS & SUPPLIES	
20-41 SUPPLIES	2,600
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>2,600</b>

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	850
30-43 COMPUTER SOFTWARE MAINTENANCE	4,320
30-72 MEMBERSHIPS & SUBSCRIPTIONS	1,229
30-81 ADVERTISING	500
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>6,899</b>

**TOTAL DEPARTMENT REQUEST** **677,772**

**FUND: GENERAL (010)**  
**DEPARTMENT: FINANCE (08)**

**PROGRAM DESCRIPTION**

**Accounting:**

The Finance Department is responsible for a multitude of functions. Functions are as follows:

- Budget Preparation & Control
- Cash Records
- Investments
- Daily Banking Activities
- Financial Statement Preparation
- Capital Assets
- Accounts Payable
- Accounts Receivable
- Payroll Processing
- Sales Tax Compliance
- Hotel / Conference Center Analysis
- Grant Compliance
- Project Accounting

Specific activities include:

- Preparation of the annual budget;
- Preparation of monthly financial statements;

- Preparation of annual financial statements and related disclosure notes in accordance with all Government Accounting Standards Board (GASB) requirements;
- Coordination of annual financial audit and other type audits such as sales tax and other post-employment benefits;
- Reconciliation of all bank accounts and analyze cash flow requirements;
- Manage the investment of excess funds not required for cash flow purposes;
- Daily entries of all cash records and daily deposits;
- Invoice city commitments and produce checks necessary for payment. Maintain A/P records according to IRS requirements, including filing annual 1099's;
- Process bi-weekly payroll for all city employees, including tracking of earned vacation and sick leave benefits, and all related federal and state payroll tax reporting. Including filing form 941 & W-2 per IRS requirements;
- Maintain capital asset records for all city purchases over \$1,000;
- Monitoring sales and use tax revenue and generating analytic sales and use tax reports.

## **2017–2018 GOALS AND OBJECTIVES**

### **Accounting and Compliance Division:**

1. Increased utilization of the Report Writer (COGNOS Business Intelligence) for the HTE financial system for all staff positions.
2. Continue cross training for all staff and improve customer service skills.
3. Continue upgrading information in the capital asset system and update the physical inventory throughout the City.
4. Continue to assist other City departments with financial analysis and support.
5. Update Finance Department policies and procedures.
6. Implement ACH payments to accounts payable vendors.
7. Monitor sales and use tax payments to business activities in Midwest City.
8. Monitor the establishment of new businesses and provide educational materials as it relates to sales tax collections, laws and compliance.
9. Monitor collateral monthly of bank accounts to ensure safety of deposits.
10. Safekeeping of pooled investments and maximizing investment return.
11. Engage in training and conference opportunities to remain well-informed of changes in laws and regulations and best practices for financial reporting.
12. Continue implementation of new time and attendance system.
13. Monitoring “Affordable Care Act” which is required by federal government. Maintain financial compliance and reporting as necessary.

FUND: GENERAL (010)  
 DEPARTMENT: STREETS (09)  
 DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	
	2015-2016	BUDGET	ACTUAL	BUDGET
	2016-2017	2016-2017	2016-2017	2017-2018
PERSONAL SERVICES	898,379	988,403	982,951	1,046,718
BENEFITS	438,046	487,910	453,037	472,929
MATERIALS & SUPPLIES	458,757	542,838	460,095	542,754
OTHER SERVICES	933,082	931,090	930,931	871,285
CAPITAL OUTLAY	9,370	-	-	-
<b>TOTAL</b>	<b>2,737,635</b>	<b>2,950,241</b>	<b>2,827,014</b>	<b>2,933,686</b>

PERMANENT STAFFING	FY 17-18	FY 16-17
Street Supervisor	0.75	0.75
Street Project Supervisor	0.5	0.5
Facility Project Supervisor	0.5	0.5
Equipment Operator II	5	6
Equipment Operator I	15	14
Sign/Signal Technician	1	1
Inventory Control Tech III	1	1
Irrigation Technician	1	1
Park Project Supervisor	1	1
<b>TOTAL</b>	<b>25.75</b>	<b>25.75</b>

SEASONAL STAFFING	FY 17-18	FY 16-17
Laborer	3	3

.25 Street Supervisor to Drainage (060)  
 .50 Street Project Supervisor to Drainage (060)  
 .25 Facility Project Supervisor to Welcome Center (045)  
 .25 Facility Project Supervisor to Downtown Redev (194)

**FINAL BUDGET 2017-2018**

PERSONAL SERVICES	
10-01 SALARIES	966,541
10-02 WAGES	12,000
10-03 OVERTIME	12,000
10-07 ALLOWANCES	5,920
10-10 LONGEVITY	19,749
10-11 SL BUYBACK	978
10-12 VACATION BUYBACK	289
10-13 PDO BUYBACK	1,766
10-14 SL INCENTIVE	16,275
10-18 SEPARATION PAY	5,000
10-19 ON CALL	6,200
<b>TOTAL PERSONAL SERVICES</b>	<b>1,046,718</b>

BENEFITS	
15-01 SOCIAL SECURITY	80,074
15-02 EMPLOYEES' RETIREMENT	144,861
15-03 GROUP INSURANCE	157,729
15-04 SELF INSURANCE	34,474
15-06 TRAVEL & SCHOOL	5,700
15-07 UNIFORMS	17,000
15-13 LIFE	4,172
15-14 DENTAL	17,405
15-20 OVERHEAD HEALTH CARE COST	7,484
15-97 RETIREE INSURANCE SUBSIDY	2,118
15-98 RETIREE INSURANCE	1,913
<b>TOTAL BENEFITS</b>	<b>472,929</b>

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	2,030
20-35 SMALL TOOLS & EQUIPMENT	2,500
20-41 SUPPLIES	170,500
20-49 CHEMICALS	23,000
20-63 FLEET MAINTENANCE - FUEL	103,695
20-64 FLEET MAINTENANCE - PARTS	145,148
20-65 FLEET MAINTENANCE - LABOR	95,881
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>542,754</b>

(CONTINUED)

**FUND: GENERAL (010)**  
**DEPARTMENT: STREETS (09)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
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**CONTRACTUAL (30-40) FY 17-18**

Traffic Signal Maintenance	76,000
Tree Maintenance	10,000
Electrical	5,000
Miscellaneous	3,000
Org Square Mile Maintenance	13,200
<b>TOTAL</b>	<b>107,200</b>

<b>OTHER SERVICES AND CHARGES</b>	
30-01 UTILITIES/COMMUNICATIONS	503,500
30-22 PWA REIMBURSEMENT	126,928
30-23 UPKEEP REAL PROPERTY	7,700
30-40 CONTRACTUAL	107,200
30-41 CONTRACT LABOR	115,000
30-72 MEMBERSHIPS/SUBSCRIPTIONS	1,000
30-85 INSURANCE-FIRE, THEFT, LIAB	9,957
<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>871,285</b>

**TOTAL DEPARTMENT REQUEST** 2,933,686

**FUND: GENERAL (010)**

**DEPARTMENT: STREET/PARKS (09)**

**PROGRAM DESCRIPTION**

Maintenance and repair of all streets, parks, trails, drainage channels, right-of-ways and appurtenances. Installation and improvement of landscape, irrigation, trees, plant material, turf, signs, signals, and pavement markings.

**2017-2018 GOALS AND OBJECTIVES:**

**CROSS TRAINING:**

Through training, internal and external, continue to increase knowledge and understanding of all aspects of the departments responsibilities increasing the investment in the employees while benefiting the city through a highly knowledgeable staff.

**STREETS SIGNS:**

Develop and implement a sign inspection and maintenance plan that meets the new federal standards for reflectivity and have it incorporated into the City Works Program.

**PAVEMENT MARKINGS:**

Continue making pavement-marking improvements in anticipation of FHWA minimum reflectivity standards. Develop a comprehensive striping plan for major arterial streets and intersections.

**PAVEMENT REPAIRS:**

Continue to develop a computerized pavement evaluation system to assist with determining street repair priorities. Complete street repairs and improvements funded by GO bond.

**URBAN FOREST:**

Continue to maintain existing trees with regular pruning and watering. Keep adding to our existing irrigation systems to reduce the amount of hand watering. Continue to add trees to the city right

of ways, parks, and trail system in a way that is sustainable for the city crews.

**TRAFFIC SIGNALS/LOCATES:**

Expand our use of city personnel for minor signal maintenance, to expand beyond just bulb replacement.

**VEGETATION MANAGEMENT:**

Continue improvements using balanced herbicide and fertilization products. This program reduces mowing cost and enhances lawn quality throughout our parks, trails, and facilities. Improve integrated pest management practices in all applicable areas.

**GRAPHIC INFORMATION SYSTEM (GIS):**

Continue developing a GIS system, integrating engineering based new construction and maintenance infrastructure, for the purpose of developing a single source point of reference for all assets owned by the city.

**PARKS:**

Continue parking lot repairs and improvements at city parks. Start replacing old concrete picnic tables and benches. Continue to replace old playground equipment and convert playground areas to rubber mulch.

**TRAILS:**

Continue to implement our maintenance program for trail system, as well as improvements to bridges and walkways.

**BEAUTIFICATION:** Continue to improve all aspects of the cities landscape. From well kept planting beds to clean litter free rights-of-ways. Focusing special attention on keeping planting areas well populated with annual flowers and free of grass and weeds. The Street Department intends to develop the quality of life for our citizens and improve the experience of all visitors to our community.



FUND: GENERAL (010)  
 DEPARTMENT: ANIMAL WELFARE (10)  
 DEPARTMENT HEAD: BRANDON CLABES

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	262,784	257,051	240,195	264,537
BENEFITS	97,102	103,389	90,909	101,959
MATERIALS & SUPPLIES	29,074	35,028	29,689	33,495
OTHER SERVICES	24,743	32,912	32,439	34,500
<b>TOTAL</b>	<b>413,704</b>	<b>428,380</b>	<b>393,232</b>	<b>434,491</b>

PERMANENT STAFFING	FY 17-18	FY 16-17
Animal Welfare Supervisor	1	1
Animal Control Officer	4	4
<b>TOTAL</b>	<b>5</b>	<b>5</b>

PART TIME	FY 17-18	FY 16-17
Animal Welfare PT Asst	1	1

CONTRACTUAL (30-40) FY 17-18	
Alcom Security	420
Central OK Humane Society	14,880
Amber Oaks	100
Midwest Veterinary Hospital	600
<b>TOTAL</b>	<b>16,000</b>

PERSONNEL  
 POSITIONS  
 SUMMARY:  
 1998-99 - 5  
 1999-00 - 5  
 2000-01 - 5  
 2001-02 - 5  
 2002-03 - 5  
 2003-04 - 5  
 2004-05 - 5  
 2005-06 - 5  
 2006-07 - 5  
 2013-14 - 5  
 2014-15 - 5  
 2015-16 - 5  
 2016-17 - 5  
 2017-18 - 5

FINAL BUDGET 2017-2018

PERSONAL SERVICES	
10-01 SALARIES	209,695
10-02 WAGES	21,913
10-03 OVERTIME	23,000
10-10 LONGEVITY	2,242
10-12 VACATION BUYBACK	1,025
10-13 PDO BUYBACK	1,362
10-14 SL INCENTIVE	1,800
10-19 ON CALL	3,500
<b>TOTAL PERSONAL SERVICES</b>	<b>264,537</b>

BENEFITS	
15-01 SOCIAL SECURITY	20,238
15-02 EMPLOYEES' RETIREMENT	33,967
15-03 GROUP INSURANCE	38,920
15-06 TRAVEL & SCHOOL	1,250
15-07 UNIFORMS	1,500
15-13 LIFE	810
15-14 DENTAL	3,629
15-20 OVERHEAD HEALTH CARE COST	1,645
<b>TOTAL BENEFITS</b>	<b>101,959</b>

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	5,000
20-41 SUPPLIES	6,650
20-63 FLEET MAINTENANCE - FUEL	12,240
20-64 FLEET MAINTENANCE - PARTS	4,036
20-65 FLEET MAINTENANCE - LABOR	5,569
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>33,495</b>

OTHER SERVICES & CHARGES	
30-01 UTILITIES & COMMUNICATIONS	11,500
30-23 UPKEEP REAL PROPERTY	6,000
30-40 CONTRACTUAL	16,000
30-49 CREDIT CARD FEES	1,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>34,500</b>

**TOTAL DEPARTMENT REQUEST** 434,491

**FUND: GENERAL (010) Animal Welfare (10)**  
**DEPARTMENT: Police**

**SIGNIFICANT EXPENDITURE CHANGES:**

**STAFFING/PROGRAMS**

Continue a part-time position to coordinate the volunteer and other duties.

**PROGRAM DESCRIPTION**

**2017-2018 GOALS AND OBJECTIVES**

**Animal Welfare - General**

- Continue to provide professional services to the citizens of our city
- Improve call response times and efficiency.
- Promote the spaying and neutering of animals through services and education.
- Continue the partnership that has been formed between the Shelter and volunteers.
- Utilize the volunteer program to increase the percentage of “live release” animals.
- Have security cameras installed inside and out of the facility
- Complete and outfit the sick quarantine room (old break room)
- Insure the animals which are brought into the facility have their needs taken care of.
- Insure a clean and sterile environment to include; office area, kennels, rabies room, as well as the outside.
- Continue and improve protocol to minimize disease in the shelter environment.
- Provide all Animal Control employees with at least the minimum amount of training to keep certifications current.
- Provide training in other areas such as fire-arms safety, taser, OC spray, as well as driving training.
- Continue to provide shelter services to contracted agencies. This also includes our contractual responsibilities for emergency calls for Choctaw and Forest Park.

- Insure the safety of customers and employees through a maintenance program designed to repair and or replace lighting or other fixtures associated facility plumbing.
- To insure that the overall appearance of the Midwest City Police Department Animal Welfare building and property by utilizing trustees to keep the facility clean, and the overall grounds maintained.
- Produce PSA to increase animal adoptions.

FUND: GENERAL (010)  
 DEPARTMENT: MUNICIPAL COURT (12)  
 DEPARTMENT HEAD: TIM LYON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	351,143	368,071	367,937	363,205
BENEFITS	104,900	114,982	114,268	116,582
MATERIALS & SUPPLIES	2,451	3,384	3,000	3,000
OTHER SERVICES	4,343	6,728	6,717	8,975
<b>TOTAL</b>	<b>462,836</b>	<b>493,165</b>	<b>491,922</b>	<b>491,762</b>

PERMANENT STAFFING	FY 17-18	FY 16-17	PERSONNEL POSITIONS SUMMARY:
Municipal Prosecutor	1	0	
Assistant City Attorney	0	0.75	
Court Clerk	0.75	1	2015-16 - 5.75
Lead Clerk/Trainer	1	1	2016-17 - 5.75
Clerk - Court	3	3	2017-18 - 5.75
<b>TOTAL</b>	<b>5.75</b>	<b>5.75</b>	

PART-TIME	FY 17-18	FY 16-17
Clerk - Court	0.5	0.5
Prosecuting City Attorney	0	0.5
City Municipal Judge	4	3

FY 17-18 Add .25 Asst City Attorney (now Municipal Prosecutor) from Risk (202)  
 Court Compliance Coordinator and Court Clerk position were combined with  
 Juvenile Fund (25) covering .25 of salary  
 FY 15-16 Moved Municipal Court from City Clerk 010-02

**PER APPEARANCE RATE FOR JUDGES**

	CURRENT	PROPOSED
Criminal	239.41	450.00
Environmental	239.41	300.00
Juvenile	239.41	300.00

Prosecuting City Attorney	+/- \$25,000
Clerk	+/- \$15,803

**FINAL BUDGET 2017-2018**

PERSONAL SERVICES	
10-01 SALARIES	281,370
10-02 WAGES	73,776
10-03 OVERTIME	1,000
10-07 ALLOWANCES	2,280
10-10 LONGEVITY	2,779
10-18 SEPARATION PAY	2,000
<b>TOTAL PERSONAL SERVICES</b>	<b>363,205</b>

BENEFITS	
15-01 SOCIAL SECURITY	27,785
15-02 EMPLOYEES' RETIREMENT	40,520
15-03 GROUP INSURANCE	29,855
15-06 TRAVEL & SCHOOL	5,700
15-13 LIFE	972
15-14 DENTAL	3,282
15-20 OVERHEAD HEALTH CARE COST	1,645
15-97 RETIREE INSURANCE SUBSIDY	3,584
15-98 RETIREE INSURANCE	3,239
<b>TOTAL BENEFITS</b>	<b>116,582</b>

MATERIALS & SUPPLIES	
20-41 SUPPLIES	3,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>3,000</b>

OTHER SERVICES & CHARGES	
30-23 UPKEEP REAL PROPERTY	500
30-40 CONTRACTUAL	6,950
30-72 MEMBERSHIPS & SUBSCRIPTIONS	1,525
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>8,975</b>

**TOTAL DEPARTMENT REQUEST** **491,762**

**CONTRACTUAL (30-40) FY 17-18**

Shred-It Services	600
Standley Systems	1,200
Polygraphs	300
Clerical testing	60
Job Advertising	500
Public Legal Notices	200
Court Interpreters	500
Drug Testing (New Hires)	105
Temp Services	1,500
Camera Maintenance	500
ODIS - Also Funded in Fund 20	750
Unanticipated Overages	735
<b>TOTAL</b>	<b>6,950</b>

**FUND: GENERAL (010)**

**DEPARTMENT: MUNICIPAL COURT (12)**

**PROGRAM 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, due process procedures and a commitment to administering justice in a fair, efficient, and timely manner. 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.

**MUNICIPAL COURT:  
STAFFING / PROGRAMS**

During fiscal year 2016-17, the Municipal Court was staffed by five full-time employees and one part-time employee; the Prosecuting Attorney, who works with both the municipal court (1210) and Risk Department (202); a part-time prosecuting attorney; and three part-time judges for the criminal, environmental and juvenile cases.

The Council added another Judge. The duties of one of the existing judges were split and half given the new judge. The former Prosecutor has become one of the Judges, and those duties absorbed by the Assistant City Attorney.

The Municipal Court is tasked to provide an impartial forum for citizens to be heard in a professional and just environment on matters related to possible violations of city ordinances.

**2017–2018 GOALS AND OBJECTIVES  
MUNICIPAL COURT:**

1. Prudent use and management of resources, property and funds judiciously and solely in accordance with prescribed legal procedures. Provide judicial administrative assistance and support to all the Municipal Judges.
2. Fully utilize and work to upgrade the court management software to allow improved statistical reporting for auditing purposes.
3. Promote relations with Police Records, Jail, Property Room, Police Laboratory and the Warrant Officers. Provide “individualized” training program for Jailers on Court Management Software.
4. Promote the growth and development of court operations through continued education provided by the Oklahoma Municipal Court Clerks Association, the Oklahoma Municipal Judges Association, the Oklahoma Municipal Attorneys Association, and internal training opportunities provided by the City.
5. Improve efficiency and reduce costs of recovery of unpaid fines and fees and further enhancements to assist the warrant tax intercept program.

6. Ensure that the Court is compliant with developing case law with regard to incarceration for fines.

7. Maintain ordinance to reflect changes in state law.

FUND: GENERAL (010)  
DEPARTMENT: GENERAL GOVERNMENT (14)  
DEPARTMENT HEAD: GUY HENSON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	24,153	26,400	26,400	26,400
BENEFITS	190,929	176,149	162,425	143,067
MATERIALS & SUPPLIES	59,324	67,546	66,230	69,619
OTHER SERVICES	778,754	868,020	852,565	935,067
<b>TOTAL</b>	<b>1,053,160</b>	<b>1,138,115</b>	<b>1,107,620</b>	<b>1,174,153</b>

PERMANENT STAFFING	FY 17-18	FY 16-17	PERSONNEL POSITIONS SUMMARY:
Mayor - Council	7	7	
<b>TOTAL</b>	<b>7</b>	<b>7</b>	2005-06 - 7 2006-07 - 7 2007-08 - 7 2008-09 - 7 2009-10 - 7 2010-11 - 7 2011-12 - 7 2012-13 - 7 2013-14 - 7 2014-15 - 7 2015-16 - 7 2016-17 - 7 2017-18 - 7

**CONTRACTUAL (30-40) FY 17-18**

Postage Meter Rental (Pitney Bowes)	3,924
Copiers (Print Room, City Mgr, 1st Floor)	7,500
Mid-Del Youth & Family Center	50,000
Transit Embark (Also Funded in Fund 65)	139,374
ACOG	36,978
County Assessor (Board of Cnty Comm)	12,000
Oklahoma Municipal League	34,385
MLK Breakfast	5,000
Youth Excel	5,000
Code Supplements	8,000
Advertising	2,000
Annual Awards Banquet	7,000
Document Destruction	1,500
Connected	5,000
Mid-Del Tinker 100 Club	1,500
Miscellaneous	17,000
<b>TOTAL</b>	<b>336,161</b>

**MARKETING/COMMUNICATIONS (30-55) FY 17-18**

	Project #	
Midwest Marketing	141801	49,500
Tinker Take Off Advertising	141802	19,000
Newsletters	141803	24,000
Website Hosting	141804	7,000
CivicSend	141805	995
Archive Social Media	141806	4,800
Video Production Editing	141807	24,000
Graphic Design Advertising	141808	7,000
Website Training	141809	4,000
<b>TOTAL</b>		<b>140,295</b>

**FINAL BUDGET 2017-2018**

<b>PERSONAL SERVICES</b>	
10-02 WAGES	26,400
<b>TOTAL PERSONAL SERVICES</b>	<b>26,400</b>

<b>BENEFITS</b>	
15-01 SOCIAL SECURITY	2,020
15-03 GROUP INSURANCE	14,583
15-04 WORKERS COMP INSURANCE	104,711
15-06 TRAVEL & SCHOOL	15,000
15-13 LIFE	324
15-14 DENTAL	1,641
15-20 OVERHEAD HEALTH CARE COST	658
15-97 RETIREE INSURANCE SUBSIDY	4,078
15-98 RETIREE INSURANCE	52
<b>TOTAL BENEFITS</b>	<b>143,067</b>

<b>MATERIALS &amp; SUPPLIES</b>	
20-30 POSTAGE	39,219
20-34 MAINTENANCE OF EQUIPMENT	900
20-41 SUPPLIES	29,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>69,619</b>

<b>OTHER SERVICES &amp; CHARGES</b>	
30-01 UTILITIES & COMMUNICATIONS	201,780
30-21 SURPLUS PROPERTY	11,098
30-40 CONTRACTUAL	336,161
30-49 CREDIT CARD FEES	19,000
30-51 OTHER GOVERNMENT EXPENSE	5,000
30-55 MARKETING/COMMUNICATIONS	140,295
30-72 MEMBERSHIPS & SUBSCRIPTIONS	2,300
30-75 LEGAL PUBLICATIONS	5,631
30-82 BONDS	1,290
30-83 ELECTION EXPENSES	70,000
30-85 INSURANCE	67,765
30-86 AUDIT	74,747
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>935,067</b>

<b>TOTAL DEPARTMENT REQUEST</b>	<b>1,174,153</b>
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**FUND: GENERAL (010)**

**DEPARTMENT: General Government (14)**

**SIGNIFICANT EXPENDITURE CHANGES:**

- Increase in marketing/communications efforts.

**PROGRAM DESCRIPTION**

General Government assumes fiscal responsibility for functions not directly attributable to other departments. Examples are unemployment compensation, city organizational memberships, City Council expenditures, elections and payment for the City's auditors, and marketing /communication expenses.

This program has seven major service activities:

1. To fund dues and obligations of the City of Midwest City, which are required because of contractual arrangements, state statutes or civic obligations and the dues to organizations to which it is prudent that the City belong.
2. To fund the several employee benefits that are not directly assignable to any one given department such as the City's portion of the Workers Compensation Insurance.
3. To fund the purchase by lease, of certain equipment that benefits all departments, but not necessarily assignable to any one given department.

4. To fund miscellaneous expenditures such as elections, municipal code supplements, refunds for overpayments and permits.
5. To Fund auditing obligations for the City.
6. Contract obligations such as Mid-Del Youth and Family Center, Embark, ACOG, OML, and others.
7. To fund the third party contract for communication/marketing efforts, advertising, newsletters, website maintenance, and video production.

**FY 2017-18 GOALS AND OBJECTIVES**

1. Continue the implementation of scanning system for document retention.
2. Continue to improve and explore new ways to enhance citizen access to and involvement in municipal government.
3. Continue present efforts to "go green" and save on utilities and other expenses.
4. Expand efforts to better communicate with our citizens and enhance marketing of our community to the metropolitan area and state.



FUND: GENERAL (010)  
DEPARTMENT: NEIGHBORHOOD SERVICES (15)  
DEPARTMENT HEAD: MIKE STROH

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	682,307	710,442	710,376	710,559
BENEFITS	230,010	234,771	233,385	254,288
MATERIALS & SUPPLIES	37,754	43,283	43,283	89,935
OTHER SERVICES	149,905	161,720	158,551	179,720
<b>TOTAL</b>	<b>1,099,975</b>	<b>1,150,216</b>	<b>1,145,595</b>	<b>1,234,502</b>

PERMANENT STAFFING	FY 17-18	FY 16-17
Lead Code Officer/Trainer	1	1
Neighborhood Init Coord	3	3
NIA Coordinator	1	1
Comm. Outreach Specialist	1	1
Code Enforce Officer FT	5	5
Staff Secretary	1	1
<b>TOTAL</b>	<b>12</b>	<b>12</b>

PART TIME	FY 17-18	FY 16-17
Comm. Services/Truancy Tech	1	1
Custodian	1	1

Moved Director to Fund 310 (Disaster Relief & Nbhd Svcs Cleanup) FY 14-15  
Animal Control Supervisor and Animal Control Officers transferred to the  
General Fund, Department 10, under the supervision of Police Dept FY 13-14

FINAL BUDGET 2017-2018

NEIGHBORHOOD SERVICES (1510)	
<b>PERSONAL SERVICES</b>	
10-01 SALARIES	533,484
10-07 ALLOWANCES	480
10-10 LONGEVITY	21,481
10-11 SL BUYBACK	1,800
10-12 VL BUYBACK	1,930
10-13 PDO BUYBACK	2,083
<b>TOTAL PERSONAL SERVICES</b>	<b>561,258</b>
<b>BENEFITS</b>	
15-01 SOCIAL SECURITY	42,936
15-02 EMPLOYEES' RETIREMENT	78,576
15-03 GROUP INSURANCE	64,331
15-06 TRAVEL & SCHOOL	6,650
15-07 UNIFORMS	5,500
15-13 LIFE	1,620
15-14 DENTAL	6,802
15-20 OVERHEAD HEALTH CARE COST	2,632
<b>TOTAL BENEFITS</b>	<b>209,047</b>
<b>MATERIALS &amp; SUPPLIES</b>	
20-01 NEIGHBORHOOD INITIATIVE	43,000
20-34 MAINTENANCE OF EQUIPMENT	2,000
20-41 SUPPLIES	6,725
20-63 FLEET MAINTENANCE - FUEL	14,230
20-64 FLEET MAINTENANCE - PARTS	5,794
20-65 FLEET MAINTENANCE - LABOR	8,629
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>80,378</b>
<b>OTHER SERVICES &amp; CHARGES</b>	
30-01 UTILITIES & COMMUNICATIONS	22,000
30-23 UPKEEP REAL PROPERTY	5,700
30-40 CONTRACTUAL	23,000
30-53 NEIGHBORHOOD INITIATIVE	17,000
30-72 MEMBERSHIPS & SUBSCRIPTIONS	500
30-85 INSURANCE FIRE-THEFT-LIABILITY	7,320
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>75,520</b>
<b>TOTAL DIVISION REQUEST</b>	<b>926,203</b>

(CONTINUED)

FUND: GENERAL (010)  
 DEPARTMENT: NEIGHBORHOOD SERVICES (15)  
 DEPARTMENT HEAD: MIKE STROH  
 PAGE TWO

**NOTE:** In previous years the fire department has been responsible for funding(3) code enforcement personnel and half (.5) of a secretary. Previous years the expenditures related to these positions have been expensed to the fire dept. In FY 06-07, the fire department will continue to fund these positions through an operating transfer to the General Fund, Neighborhood Services, in the amount of \$166,000.

**CONTRACTUAL (30-40) NHBD SVCS FY 17-18**

Jan- Pro for Nine Months @ \$1,080 each	9,720
Levant Tech. \$300 x 12 months	3,600
Firetrol Sprinkler/Ansul/Extinguishers	1,040
Verizon Ipads \$420 x 12 months	5,040
One Source Copier/Printer \$300 X 12 months	3,600
<b>TOTAL</b>	<b>23,000</b>

**CONTRACTUAL (30-40) NHBDS IN ACTION FY 17-18**

Summer Camp Bus Driver	2,000
Summer Camp Field Trips	3,000
Summer Camp Supplies	1,000
October Fest	600
After School/School Out Programs	800
Vita	7,800
Boys & Girls Club	75,000
<b>TOTAL</b>	<b>90,200</b>

**NEIGHBORHOOD INITIATIVE (20-01) FY 17-18**

Supplies	8,000
Meetings (\$50 per meeting)	10,000
Association Celebration	2,500
Council of Presidents	3,000
36 Associations, 5 Events	17,500
COPP's Supply	2,000
<b>TOTAL</b>	<b>43,000</b>

**NEIGHBORHOOD INITIATIVE (30-53) FY 17-18**

Dumpsters	17,000
<b>TOTAL</b>	<b>17,000</b>

The Boys and Girls Club total program cost is \$150,000. In prior years, the City paid 1/2 the cost and Boys and Girls Club paid 1/2 the cost.

**NEIGHBORHOODS IN ACTION (1530)**

<b>PERSONAL SERVICES</b>	
10-01 SALARIES	112,655
10-02 WAGES	25,000
10-07 ALLOWANCES	2,280
10-10 LONGEVITY	3,700
10-11 SL BUYBACK - OVERBANK	1,699
10-12 VL BUYBACK	1,300
10-13 PDO BUYBACK	867
10-14 SL INCENTIVE	1,800
<b>TOTAL PERSONAL SERVICES</b>	<b>149,301</b>

<b>BENEFITS</b>	
15-01 SOCIAL SECURITY	11,422
15-02 EMPLOYEES' RETIREMENT	17,402
15-03 GROUP INSURANCE	13,540
15-06 TRAVEL & SCHOOL	750
15-13 LIFE	324
15-14 DENTAL	1,145
15-20 OVERHEAD HEALTH CARE COST	658
<b>TOTAL BENEFITS</b>	<b>45,241</b>

<b>MATERIALS &amp; SUPPLIES</b>	
20-41 SUPPLIES	5,500
20-63 FLEET MAINTENANCE - FUEL	758
20-64 FLEET MAINTENANCE - PARTS	1,615
20-65 FLEET MAINTENANCE - LABOR	1,684
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>9,557</b>

<b>OTHER SERVICES &amp; CHARGES</b>	
30-01 UTILITIES & COMMUNICATIONS	11,000
30-23 UPKEEP REAL PROPERTY	3,000
30-40 CONTRACTUAL	15,200
30-40 CONTRACTUAL - BOYS & GIRLS CLUB	75,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>104,200</b>

**TOTAL DIVISION REQUEST 308,299**

**TOTAL DEPARTMENT REQUEST 1,234,502**

In previous years, Neighborhood Initiative was funded by a grant. Grant funds are no longer available starting in FY 17-18. All future funding for this program will come from the General Fund.

**FUND: GENERAL (010)**  
**DEPARTMENT: NEIGHBORHOOD SERVICES (15)**

**PROGRAM DESCRIPTION**

The Neighborhood Services Department consists of a Department Secretary, five full time Code Officers, three Neighborhood Initiative Coordinators, Lead Code Officer, Neighborhoods In Action Coordinator, Community Outreach Technician, and a part-time Community Service/Truancy Technician all under the direct supervision and guidance of the Neighborhood Services Director.

The purpose of this department is to combine the efforts of the sub-divisions to function in a more efficient, productive and organized manner in dealing with quality of life issues. No single division can solve the complex social problems alone. A combined effort from all divisions of Neighborhood Services and Police CAO division will help restore the safety to our neighborhoods and allows all the divisions to coordinate for special emphasis projects, target houses and to accomplish a special task.

**Code Enforcement:**

The Code Enforcement Division consists of five full time Code Officers and a Lead Code Officer. The intent of this division and its officers is to enforce codes and ordinances adopted by the City's elected officials that are not enforced through the Fire Prevention Bureau, Building Officials or Police Department. Actions taken by these officers interact with each of these other local enforcement agencies, in addition to county and state agencies, and closely support their efforts.

The Code Enforcement Division is responsible for the enforcement of City ordinances, which pertain to childcare facilities, litter, nuisances, tall grass and weeds, peddlers/solicitors. Code Enforcement is also responsible for the

enforcement of zoning and Property Maintenance. The efforts of these officers help to eliminate acts or conditions that are offensive, annoying or damaging to the public. The Code Enforcement Office is often called upon to assist other agencies that are trying to correct violations of ordinances, regulations and laws. This effort improves the services that are provided to our citizens by each of these agencies.

Many of the ordinances enforced by this office reduce fire and safety risks to the public. Through their actions, these officers also help keep Midwest City an attractive community for visitors, homebuyers and business investors. Their actions help maintain property values for all Midwest City property owners. The quality of life within Midwest City is directly influenced through adoption of appropriate codes and ordinances as well as their enforcement. Strong support for this division and its officers has proven to be of best interests.

The Code Enforcement Division is responsible for the enforcement of the International Property Maintenance Code, which pertains to the exterior of existing structures. They also enforce the zoning ordinances, prepare documentation for procurement of demolition and clearance of dilapidated properties, as well as manage contracts and monitor demolition activities. Code Enforcement manages and implements the Operation Paintbrush program, which includes loaning the needed equipment and organization of the volunteers to assist those in need of assistance.

Through the enforcement of the International Codes and the Operation Paintbrush program, the housing stock of Midwest City should not deteriorate. Nice looking homes improve the neighborhood appearance and in return increase the property values and attractiveness of the community.

### **Neighborhood Initiative:**

The Neighborhood Initiative Division consists of three Neighborhood Initiative Coordinators. The intent of this division and the coordinators is to serve as a catalyst for our neighborhoods. The coordinators are to identify the needs of families living in an area and link them with a particular program or agency, which can be of assistance. They also help form neighborhood associations, watch groups and similar aids. They attempt to provide services which may be unique to a particular area or need. Neighborhood Initiative also provides ready access or a contact with City Hall.

Neighborhood associations act as a stabilizing force in a neighborhood by bringing people together to address their needs, problems or issues. Neighborhood Initiative works to support the associations and to promote programs like Citizens on Patrol and Neighborhood Watch. Neighborhood associations become a partner with our City and help us build strong relationships with our citizens and encourage involvement in their community.

Through problem solving together, they encourage our citizens to make their neighborhood more enjoyable. They are building bridges through partnerships, trust and respect that gives, hope, strength and an overall healthy, attractive and safe environment for our residents. This process has proven to increase the property values and the attractiveness of our community.

### **Community Action Officers:**

The Community Action Officer Program consists of two Commissioned Police Officers that work out of the Police Department Patrol Division and are assigned to work closely with Neighborhood Services. The intent of this program is to work with the citizens of Midwest City dealing with quality of life issues and problems that are normally handled on a quick fix basis. Community Action Officers help solve problems on a long-term basis by using traditional and non-traditional police

methods by developing partnerships with citizens of Midwest City. Community Action Officers are able to devote as much time as needed to problems since they are not used for manning purposes and do not normally respond to calls for police services.

The Community Action Officers also work closely with City/County Health, Child Protective Services, as well as most of the departments within the City when dealing with individual residences needs, and other quality of life issues. Community Action Officers enforce all criminal and traffic violations as well as working issues that are not necessarily of a criminal or traffic related nature. The quality of life issues are normally not criminal or traffic violations.

The work of the Community Action Officers dealing with quality of life issues as well as many other problems not criminal or traffic in nature helps improve the quality of life for the citizens of Midwest City. By working closely with the other departments within Midwest City, these quality of life issues are solved on a long-term basis. The Community Action Officers interaction with the citizens in Midwest City has fostered good relationships between the City of Midwest City and the citizens we serve. This relationship has helped to decrease crime in the majority of the high crime areas which has helped increase property value, as well as making Midwest City a safer place to live.

### **Neighborhoods in Action Program:**

The Midwest City Neighborhoods in Action Program is an adapted continuation of the Department of Justice Weed and Seed Program that Midwest City had implemented for 5 years. Programs will continue to focus on neighborhoods and residents located in the original 5 square mile weed and seed target

area. A renovated community facility, located at 1124 N. Douglas Blvd. (formerly fire station no. 4) will house the program along with the Community Action Agency of Oklahoma City and Oklahoma/Canadian Counties, Inc., as their Midwest City District Office.

Programs and activities to be implemented from the Neighborhoods in Action Center includes, After School Homework Assistance Program, Community Service/Truancy Management Program, OK County Health Department Clinic and Wellness Program, Neighborhood Housing Information/Referrals, Summer Youth Camp, Student Internship Program and Faith Based Coalition/Transformers Program. Other activities sponsored by the center include the Volunteer Income Tax Assistance (VITA) Program, AARP work site training and community wide events. Future activities include computer literacy, career search activities and senior programming. The facility also provides meeting space for local neighborhood associations, Dana Brown Cooper Head Start and the Community Advisory Board.

The Community Action Agency of Oklahoma City and Oklahoma/Canadian Counties, Inc. – Midwest City District Office provides social service assistance to residents in the form of referrals, utility and food assistance, Weatherization Program, transportation/bus tokens, Christmas assistance, neighborhood assistance/graffiti removal and senior services.

### **2017-2018 GOALS AND OBJECTIVES**

1. Continue support for active neighborhood associations.
2. Continue a proactive approach in Code Enforcement.
3. Improve our codes and procedures to allow for better enforcement.

4. Obtain certifications to improve enforcement in property maintenance and zoning.

FUND: GENERAL (010)  
 DEPARTMENT: IT (16)  
 DEPARTMENT HEAD: RYAN RUSHING

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2015-2016	2016-2017	2016-2017	2017-2018
PERSONAL SERVICES	289,030	319,827	315,421	372,845
BENEFITS	101,188	118,463	111,394	127,124
MATERIALS & SUPPLIES	15,646	29,544	23,734	22,539
OTHER SERVICES	10,527	36,277	36,277	30,989
<b>TOTAL</b>	<b>416,391</b>	<b>504,111</b>	<b>486,826</b>	<b>553,497</b>

PERMANENT STAFFING	FY 17-18	FY 16-17
IT Director	1	1
Assistant IT Director	1	1
Systems Administrator	1	0.2
Data Center Administrator	1	1
Communications Coord - IT	0.105	0.105
<b>TOTAL</b>	<b>4.105</b>	<b>3.305</b>

PART TIME:	FY 17-18	FY 16-17
Technician	1	1

Moved .80 System Administrator from Tech Fund 014 FY 17-18  
 Added Radio Technician @ 10.5% FY 14-15  
 Moved .80% of Public Safety Adm to Tech Fund 014 FY 13-14  
 Added Assistant IT Director in Feb 2013 FY 12-13

**CONTRACTUAL (30-40) FY 17-18**

Information Technology Svcs (As needed to maintain software/hardware throughout the city)	14,156
<b>TOTAL</b>	<b>14,156</b>

**FINAL BUDGET 2017-2018**

PERSONAL SERVICES	
10-01 SALARIES	326,860
10-02 WAGES	17,136
10-03 OVERTIME	12,000
10-07 ALLOWANCES	8,578
10-10 LONGEVITY	3,050
10-13 PDO BUYBACK	1,578
10-14 SICK LEAVE INCENTIVE	1,800
10-19 ON CALL	1,843
<b>TOTAL PERSONAL SERVICES</b>	<b>372,845</b>

BENEFITS	
15-01 SOCIAL SECURITY	28,523
15-02 EMPLOYEES' RETIREMENT	49,799
15-03 GROUP INSURANCE	29,666
15-06 TRAVEL & SCHOOL	14,000
15-13 LIFE	665
15-14 DENTAL	3,200
15-20 OVERHEAD HEALTH CARE COST	1,271
<b>TOTAL BENEFITS</b>	<b>127,124</b>

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	7,120
20-35 SMALL TOOLS AND EQUIPMENT	5,000
20-41 SUPPLIES	4,500
20-63 FLEET FUEL	1,343
20-64 FLEET PARTS	1,630
20-65 FLEET LABOR	2,946
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>22,539</b>

OTHER SERVICES & CHARGES	
30-34 MAINTENANCE OF EQUIPMENT	14,500
30-40 CONTRACTUAL	14,156
30-72 MEMBERSHIPS & SUBSCRIPTIONS	700
30-85 INSURANCE/FIRE, THEFT, LIABILITY	1,633
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>30,989</b>

**TOTAL DEPARTMENT REQUEST** 553,497

**FUND: General (010)**  
**DEPARTMENT: Information Technology (16)**

**2017-2018 GOALS AND OBJECTIVES**

**SIGNIFICANT EXPENDITURE CHANGES**

1. There are no significant changes in the Technology Fund budget.

**PROGRAM DESCRIPTION**

The IT Department has responsibility for all functions dealing directly with computer hardware, software, and their connectivity. This includes systems administration, maintenance, and purchases. The department also maintains the local area network (LAN) and the wide area network (WAN) as well as the infrastructure to support it. The department is currently working 35 projects and provides support for 80 virtual servers as well 75 major applications running throughout the City.

1. Implement a public safety radio communications infrastructure.
2. Implement communication links to strategic assets.
3. Upgrade Network SAN and additional network infrastructure.
4. Provide user network security training.
5. Coordinate all purchases of technology related equipment.
6. Provide technical support for application software and hardware.
7. Provide administration, maintenance, and upgrade support for the computer installed base and for the LAN/WAN.
8. Work closely with vendors to upgrade integrated solutions to constantly improve the security of the City computer systems.
9. Work with various departments on 35 City wide projects.

**FUND: GENERAL (010)**  
**DEPARTMENT: EMERGENCY RESPONSE CENTER (18)**  
**DEPARTMENT HEAD: MIKE BOWER**

EXPENDITURES	ACTUAL 2015-2016	AMENDED ESTIMATED		BUDGET 2017-2018
		BUDGET 2016-2017	ACTUAL 2016-2017	
PERSONAL SERVICES	674,904	697,630	690,368	730,486
BENEFITS	237,125	259,827	242,098	258,143
MATERIALS & SUPPLIES	921	3,500	2,738	2,850
OTHER SERVICES	1,258	3,050	3,050	3,000
<b>TOTAL</b>	<b>914,207</b>	<b>964,007</b>	<b>938,254</b>	<b>994,479</b>

PERMANENT STAFFING	FY 17-18	FY 16-17
Communication Spec II	0.5	0.5
Communication Spec I	12	12
Communications Coord - IT	0.26	0.26
<b>TOTAL</b>	<b>12.76</b>	<b>12.76</b>

EOC Manager in Fund 70  
 1 Comm Spec II to Fund 70 FY 10-11  
 .50 Comm Spec II to Fund 70 FY 11-12  
 .26 Radio Technician added FY 14-15

**CONTRACTUAL (30-40) FY 17-18**

Maintenance Contract on Recorder	2,500
<b>TOTAL</b>	<b>2,500</b>

PERSONNEL  
 POSITIONS  
 SUMMARY:  
 2005-06 - 15  
 2006-07 - 14.5  
 2007-08 - 14  
 2008-09 - 14  
 2009-10 - 14  
 2010-11 - 13  
 2011-12 - 12.5  
 2012-13 - 12.5  
 2013-14 - 12.5  
 2014-15 - 12.76  
 2015-16 - 12.76  
 2016-17 - 12.76  
 2017-18 - 12.76

**FINAL BUDGET 2017-2018**

PERSONAL SERVICES	
10-01 SALARIES	630,305
10-03 OVERTIME	48,254
10-07 ALLOWANCES	203
10-10 LONGEVITY	16,917
10-11 SL BUYBACK	2,055
10-12 VACATION BUYBACK	1,879
10-13 PDO BUYBACK	11,223
10-14 SL INCENTIVE	8,550
10-19 ON CALL	5,300
10-27 SHIFT DIFFERENTIAL	5,800
<b>TOTAL PERSONAL SERVICES</b>	<b>730,486</b>

BENEFITS	
15-01 SOCIAL SECURITY	55,882
15-02 EMPLOYEES' RETIREMENT	102,268
15-03 GROUP INSURANCE	78,646
15-06 TRAVEL & SCHOOL	6,545
15-13 LIFE	2,067
15-14 DENTAL	8,025
15-20 OVERHEAD HEALTH CARE COST	3,868
15-97 RETIREE INSURANCE SUBSIDY	443
15-98 RETIREE INSURANCE	399
<b>TOTAL BENEFITS</b>	<b>258,143</b>

MATERIALS & SUPPLIES	
20-41 SUPPLIES	2,850
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>2,850</b>

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	2,500
30-72 MEMBERSHIPS & SUBSCRIPTIONS	500
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>3,000</b>

**TOTAL DEPARTMENT REQUEST** **994,479**



**FUND: GENERAL (010)**  
**DEPARTMENT: EMERGENCY OPERATIONS CENTER (18)**

**SIGNIFICANT EXPENDITURES CHANGES**

1. Radio cache for emergency response
2. Complete Fire Station Alerting System
3. Close out Completed Shelter Grants
4. Complete Back Up EOC

**PROGRAM DESCRIPTION**

The Emergency Operations Center operates in accordance with federal, local and state guidelines to coordinate Emergency Management functions for the City of Midwest City, including mitigation, preparedness, response, and recovery.

EOC is a public safety answering point (PSAP) and dispatch point for police, fire, emergency medical and emergency management services within Midwest City. The mission of the EOC is to serve as the communications link between citizens and the public safety and to provide fast and accurate activation of public safety and support agencies.

In addition, the EOC monitors potential threatening weather and utilizes the public warning notification system to warn citizens of threats created by natural and man made disasters. The Emergency Operations Center serves as the command center for public officials during emergencies.

The Emergency Operations Center will continue with revisions of all its policies and procedures to reflect continuing changes in the public service agencies that we serve.

The EOC recognizes that service is our number one priority to the citizens as well as response agencies that we dispatch. We will always strive to increase our efficiency by providing continuing professional education and training of our communication specialist staff. Training records for each employee are kept in order to document all training goals are met annually.

We also recognize that our strength and success is tied directly to the individual and unique contributions of each employee working in a spirit of cooperation and teamwork with our public safety associates both within and outside of the Emergency Operations Center. We will continue to foster positive working relationships with our public safety partners.

The Emergency Management Director is responsible for coordinating all phases of emergency management including response, recovery, mitigation and preparedness. He insures that the emergency operations plan is frequently exercised and insures that all public safety officials and department heads are provided with a copy of the plan and understand their role. The Emergency Manager coordinates all required federal training for Midwest City officials. He also serves as point of contact for communicating with state offices of emergency management, and the Office of Homeland Security and State Health Department.

## **GOALS AND OBJECTIVES FOR 2017 - 18**

1. Update emergency operations plan
3. Complete NIMS cast for MWC
4. Conduct Multi Agency training Exercise
5. Complete implementation of text to 911
6. Update EM / 911 Website
7. Complete all EMPG required training
8. Complete back up EOC
9. Promote preparedness training for churches

**FUND: GENERAL (010)**  
**DEPARTMENT: SWIMMING POOLS (19)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	218,867	214,698	199,127	218,146
BENEFITS	25,609	25,243	25,039	27,761
MATERIALS & SUPPLIES	33,276	42,846	42,805	34,466
OTHER SERVICES	7,944	14,425	14,358	12,225
<b>TOTAL</b>	<b>285,696</b>	<b>297,212</b>	<b>281,329</b>	<b>292,598</b>

PERMANENT STAFFING	FY 17-18	FY 16-17
Aquatic & Rec Supervisor	0.5	0.5

SEASONAL STAFFING	FY 17-18	FY 16-17
Pool Manager	1	1
Assistant Manager	1	1
Guard Supervisors	3	3
Senior Guard	3	3
Lifeguards	45	45
Head Cashier	1	1
Cashiers	10	10
Life Guard Instructor	1	1
Water Safety Instructor	5	5
Seasonal Maintenance	1	1
<b>TOTAL</b>	<b>71</b>	<b>71</b>

Lifeguards were increased to accommodate a 3-Shift System. No impact on wages. FY 09-10

**CONTRACTUAL (30-40) FY 17-18**

Cintas First Aid Kit	285
<b>TOTAL</b>	<b>285</b>

**FINAL BUDGET 2017-2018**

**PERSONAL SERVICES**

10-01 SALARY	20,596
10-02 WAGES	180,000
10-03 OVERTIME	1,000
10-04 ADDITIONAL PAY	15,000
10-07 ALLOWANCES	840
10-12 VACATION BUYBACK	100
10-13 PDO BUYBACK	160
10-14 SICK LEAVE INCENTIVE	450
<b>TOTAL PERSONAL SERVICES</b>	<b>218,146</b>

**BENEFITS**

15-01 SOCIAL SECURITY	16,688
15-02 RETIREMENT	3,240
15-03 GROUP HEALTH INSURANCE	2,372
15-06 TRAVEL & SCHOOL	475
15-13 LIFE	81
15-14 DENTAL	191
15-20 OVERHEAD HEALTH CARE COST	164
15-97 RETIREE INSURANCE SUBSIDY	2,390
15-98 RETIREE INSURANCE	2,159
<b>TOTAL BENEFITS</b>	<b>27,761</b>

**MATERIALS & SUPPLIES**

20-35 SMALL TOOLS & EQUIPMENT	250
20-41 SUPPLIES	6,441
20-49 CHEMICALS	25,918
20-63 FLEET MAINTENANCE - FUEL	164
20-64 FLEET MAINTENANCE - PARTS	537
20-65 FLEET MAINTENANCE - LABOR	1,156
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>34,466</b>

**OTHER SERVICES & CHARGES**

30-01 UTILITIES & COMMUNICATIONS	2,086
30-18 REFUNDS	1,425
30-23 UPKEEP REAL PROPERTY	5,894
30-40 CONTRACTUAL	285
30-41 CONTRACT LABOR	2,535
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>12,225</b>

**TOTAL DEPARTMENT REQUEST**

**292,598**

**FUND: GENERAL (010)**

**DEPARTMENT: SWIMMING POOL (19)**

**SIGNIFICANT EXPENDITURE CHANGES:**

None

**STAFFING/PROGRAMS**

During the past fiscal year, 2016-2017, the pool was staffed by about 75 seasonal employees. The employees at the pool continue to go through rigorous training to remain at the top of aquatic safety standards. The special events that are hosted include: Mommy/Son Luau, the Mother/ Father Appreciation Days, and the multisport Splash n Dash for kids ages 7-12. Swim lessons are contracted through the Midwest City YMCA and are held at Reno Swim & Slide in the hours before the pool opens to the public. The swimming pool budget provides for the operation and upkeep of Reno Swim and Slide and Lions Spray Park. Reno Swim and Slide opens Memorial Day weekend and will be open through Labor Day with weekend operation once the school year starts. Lions Spray Park opens early spring and stays open as long as the weather is warm.

**2017-2018 GOALS AND OBJECTIVES**

1. Maintain and improve the high standard of security and safety for patrons and staff through consistent in-service training and drills; while maintaining a fun and friendly environment.
2. Continuing to ensure adequate employee training pertaining to handling fecal incidents and customer complaints, and injuries of patrons and staff through weekly in-service and recertification.
3. Continuing customer service training of employees to improve the quality of service patrons receive at the facility.
4. Continue to create new ways of retaining staff throughout the season as well as for future seasons, through raises, stipends, and employee appreciation.

FUND: GENERAL (010)  
DEPARTMENT: 00 TRANSFERS OUT  
DEPARTMENT HEAD: GUY HENSON

	ACTUAL	AMENDED	ESTIMATED	
INTERFUND TRANSFERS (010-00)	2015-2016	BUDGET	ACTUAL	BUDGET
		2016-2017	2016-2017	2017-2018
GEN GOVT SLS TAX (009)	34,921	-	-	-
POLICE (020)	9,647,226	9,618,972	9,214,384	9,602,612
POLICE - WARRANT OFFICERS (020)	98,572	98,572	98,572	98,572
EMPLOYEE ACTIVITY (035)	7,500	7,500	7,500	7,500
CDBG (141-039)	147,126	155,290	155,082	159,046
CAP IMP REVENUE BONDS (250)	8,291,332	8,290,348	8,041,638	8,124,541
JUVENILE (025)	25,000	42,000	42,000	37,000
FIRE (040)	7,800,126	7,777,281	7,469,829	7,764,053
REIMBURSED PROJECTS (016)	-	10,000	10,000	-
STREET AND ALLEY (013)	-	250,000	250,000	-
<b>TOTAL</b>	<b>26,051,802</b>	<b>26,249,963</b>	<b>25,289,005</b>	<b>25,793,324</b>

**FINAL BUDGET 2017-2018**

<b>TRANSFERS OUT</b>	
80-20 POLICE	9,602,612
80-62 POLICE - WARRANT OFFICERS	98,572
80-35 EMPLOYEE ACTIVITY	7,500
80-39 GRANTS CONTRIBUTION FOR CDBG	159,046
80-50 DEBT SERVICE (250)	8,124,541
80-25 JUVENILE	37,000
80-40 FIRE	7,764,053
<b>TOTAL TRANSFERS OUT</b>	<b>25,793,324</b>

# Police Fund

# City of Midwest City, Oklahoma

## Police

### Index

<u>Fund / Department *Number</u>	<u>Fund / Department Description</u>	<u>Page Number</u>
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020	<b>Individual Fund:</b> Police	85

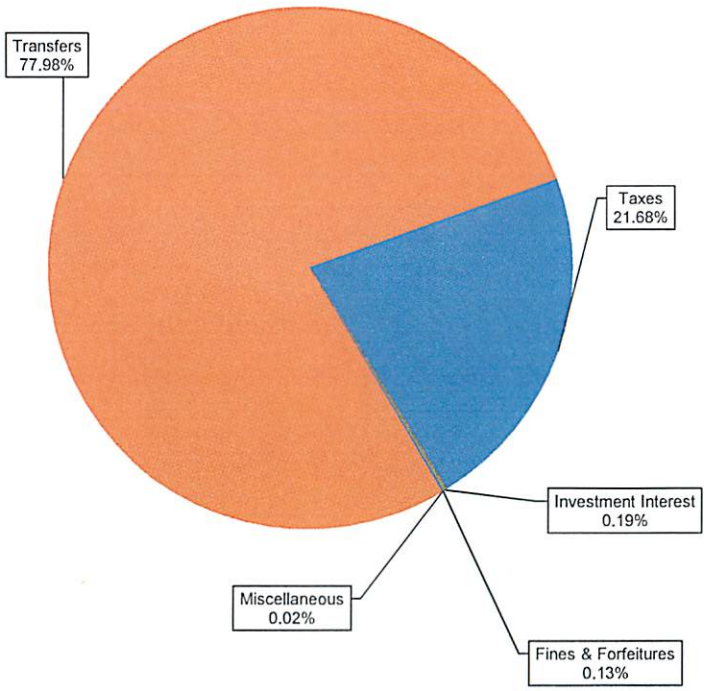
\* **Note:** Three digit codes represent the Fund Number  
Two digit codes represent the Department Number

**POLICE FUND BUDGET SUMMARY - FISCAL YEAR 2017-2018**

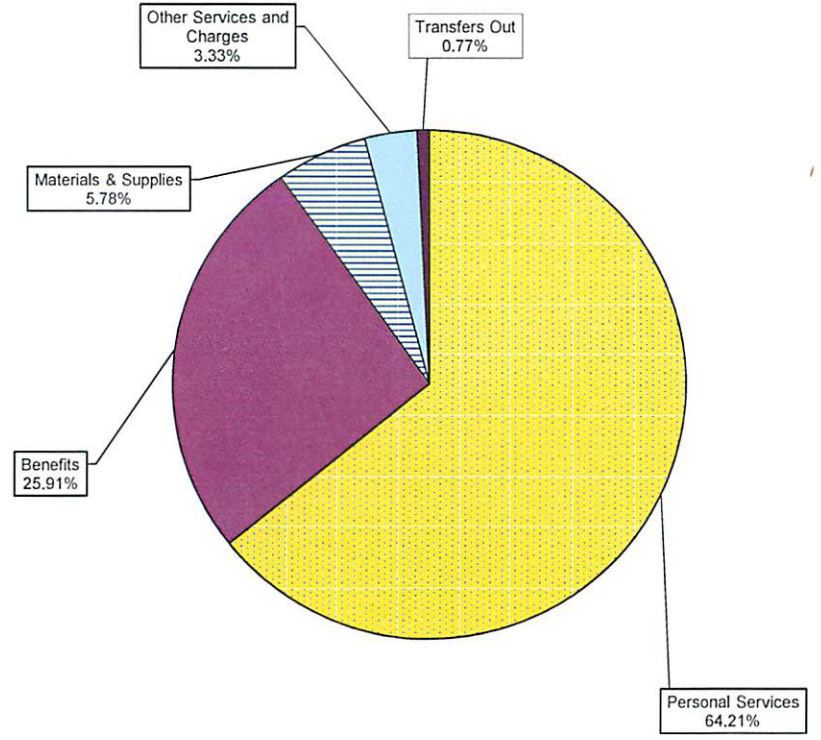
	<b>PRIOR YEAR ACTUAL FY 15-16</b>	<b>CURRENT YEAR BUDGET AS AMENDED FY 16-17</b>	<b>CURRENT YEAR ACTUAL (Est.) FY 16-17</b>	<b>BUDGET YEAR FINAL FY 17-18</b>
<b>ESTIMATED REVENUE:</b>				
Taxes	2,784,711	2,784,864	2,707,186	2,729,167
Charges for Services	50,000	-	-	-
Investment Interest	34,562	31,033	26,202	23,468
Fines & Forfeitures	17,953	16,500	15,504	16,607
Miscellaneous	14,289	4,303	13,573	2,717
Transfers	9,746,074	9,825,091	9,420,503	9,814,127
<b>TOTAL REVENUE</b>	<b>12,647,588</b>	<b>12,661,791</b>	<b>12,182,968</b>	<b>12,586,086</b>
Use / (Gain) of Fund Balance	(25,307)	306,996	426,608	400,856
<b>TOTAL RESOURCES</b>	<b>12,622,281</b>	<b>12,968,787</b>	<b>12,609,576</b>	<b>12,986,942</b>
<b>PROPOSED EXPENDITURES:</b>				
<b>Police Department - Operations</b>				
Personal Services	8,182,643	8,272,190	8,208,860	8,339,368
Benefits	3,153,127	3,339,955	3,224,975	3,365,267
Materials & Supplies	622,888	778,314	602,697	750,380
Other Services and Charges	318,160	429,328	424,044	431,927
Transfers Out	345,462	149,000	149,000	100,000
<b>TOTAL EXPENDITURES</b>	<b>12,622,281</b>	<b>12,968,787</b>	<b>12,609,576</b>	<b>12,986,942</b>
<b>RESERVE OF FUND BALANCE</b>				<b>644,347</b>



**ESTIMATED REVENUES POLICE FUND**  
 FY 2017-18  
 Total \$12,586,086



**ESTIMATED EXPENDITURES POLICE FUND**  
 FY 2017-18  
 TOTAL \$12,986,942



FUND: POLICE (020)  
DEPARTMENT: POLICE (62)  
DEPARTMENT HEAD: BRANDON CLABES

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	8,182,643	8,272,190	8,208,860	8,339,368
BENEFITS	3,153,127	3,339,955	3,224,975	3,365,267
MATERIALS & SUPPLIES	622,888	778,314	602,697	750,380
OTHER SERVICES	318,160	429,328	424,044	431,927
TRANSFERS OUT	345,462	149,000	149,000	100,000
<b>TOTAL</b>	<b>12,622,281</b>	<b>12,968,787</b>	<b>12,609,576</b>	<b>12,986,942</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TAXES	2,784,711	2,784,864	2,707,186	2,729,167
CHARGES FOR SERVICES	50,000	-	-	-
INVESTMENT INTEREST	34,562	31,033	26,202	23,468
FINE & FORFEITURES	17,953	16,500	15,504	16,607
MISCELLANEOUS	14,289	4,303	13,573	2,717
TRANSFERS	9,746,074	9,825,091	9,420,503	9,814,127
<b>TOTAL</b>	<b>12,647,588</b>	<b>12,661,791</b>	<b>12,182,968</b>	<b>12,586,086</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	1,699,260	12,340,970	12,521,489	1,518,741	6/30/2015
6/30/2015	1,518,741	12,647,588	12,622,281	1,544,048	6/30/2016
6/30/2016	1,544,048	12,182,968	12,609,576	1,117,440	6/30/2017 - EST
6/30/2017	1,117,440	12,586,086	12,986,942	716,584	6/30/2018 - EST

Excludes Transfers Out (644,347) 5% Reserve  
72,237

FINAL BUDGET 2017-2018

PERSONAL SERVICES (6210 - SWORN EMPLOYEES)

10-01 SALARIES	5,951,181
10-06 COLLEGE INCENTIVE	81,500
10-07 ALLOWANCES	120,967
10-09 OVERTIME 2	129,085
10-10 LONGEVITY	119,362
10-11 SL BUYBACK-OVER BANK	70,000
10-12 VACATION BUYBACK	190,000
10-13 PDO BUYBACK	124,622
10-14 SL INCENTIVE	45,733
10-17 ADDITIONAL INCENTIVE	13,672
10-18 SEPARATION PAY	61,000
10-26 K-9 OVER OT BANK	6,736
10-27 SHIFT DIFFERENTIAL	2,867
<b>PERSONAL SERVICES - SWORN</b>	<b>6,916,725</b>

PERSONAL SERVICES (6220 - CIVILIAN EMPLOYEES)

10-01 SALARIES	1,259,228
10-02 WAGES	20,649
10-03 OVERTIME	49,191
10-04 ADDITIONAL PAY	18,534
10-07 ALLOWANCES	8,183
10-10 LONGEVITY	16,158
10-11 SL BUYBACK-OVER BANK	7,200
10-12 VACATION BUYBACK	2,400
10-13 PDO BUYBACK	2,947
10-14 SL INCENTIVE	13,067
10-17 ADDITIONAL INCENTIVE	2,100
10-18 SEPARATION PAY	6,458
10-19 ON CALL	7,090
10-27 SHIFT DIFFERENTIAL	9,438
<b>PERSONAL SERVICES - CIVILIAN</b>	<b>1,422,643</b>

**TOTAL PERSONAL SERVICES** **8,339,368**

(CONTINUED)

FUND: POLICE (020)  
 DEPARTMENT: POLICE (62)  
 DEPARTMENT HEAD: BRANDON CLABES  
 PAGE TWO

PERMANENT STAFFING      FY 17-18      FY 16-17

**Division 6210**

Major	2	2
Captain	4	4
Lieutenant	12	12
Sergeant	46	57
Police Officer	26	15
Warrant Officers	2	2

TOTAL                                      92                                      92

**Division 6220**

Police Chief	1	1
Asst Chief	1	1
Jail Matron/Jailer	12	12
Civilian Support Manager	1	1
Records Clerk	6	6
UCR/Clerk	1	1
Adm. Secretary	1	1
Fiscal Officer	1	1
Lab Technician	2	2
Lab Supervisor	1	1
Property Room Clerk	1	1
Janitor	0.25	0.25
Communications Coord - IT	0.26	0.26

TOTAL                                      28.51                                      28.51

TOTAL 6210 & 6220                      120.51                                      120.51

PART TIME:                              FY 17-18                              FY 16-17

Seasonal Temp	0	1
Jail Chaplain	1	1

**PERSONNEL  
 POSITIONS  
 SUMMARY:**

- 2004-05 - 117
- 2005-06 - 117
- 2006-07 - 118
- 2007-08 - 120.25
- 2008-09 - 120.25
- 2009-10 - 120.25
- 2010-11 - 122.25
- 2011-12 - 122.25
- 2012-13 - 122.25
- 2013-14 - 123.25
- 2014-15 - 121.51
- 2015-16 - 120.51
- 2016-17 - 120.51
- 2017-18 - 120.51

**BENEFITS (6210 - SWORN EMPLOYEES)**

15-01 SOCIAL SECURITY	529,129
15-02 EMPLOYEES' RETIREMENT	799,766
15-03 GROUP INSURANCE	716,535
15-04 WORKERS COMP INSURANCE	405,902
15-05 SELF INS - UNEMPLOYMENT	3,000
15-06 TRAVEL & SCHOOL	80,000
15-07 UNIFORMS	39,800
15-13 LIFE	14,904
15-14 DENTAL	77,658
15-20 OVERHEAD HEALTH CARE COST	28,623
15-97 RETIREE INSURANCE SUBSIDY	109,150
15-98 RETIREE INSURANCE	98,630
<b>TOTAL BENEFITS-SWORN</b>	<b>2,903,097</b>

**BENEFITS (6220 - CIVILIAN EMPLOYEES)**

15-01 SOCIAL SECURITY	108,832
15-02 EMPLOYEES' RETIREMENT	175,223
15-03 GROUP INSURANCE	144,151
15-13 LIFE	4,619
15-14 DENTAL	13,848
15-20 OVERHEAD HEALTH CARE CARE	8,277
15-97 RETIREE INSURANCE SUBSIDY	3,793
15-98 RETIREE INSURANCE	3,427
<b>TOTAL BENEFITS-CIVILIAN</b>	<b>462,170</b>

**TOTAL BENEFITS**                                      **3,365,267**

**MATERIALS & SUPPLIES (6210 - SWORN EMPLOYEES)**

20-34 MAINTENANCE OF EQUIPMENT	15,400
20-41 SUPPLIES	110,550
20-63 FLEET MAINTENANCE - FUEL	276,678
20-64 FLEET MAINTENANCE - PARTS	173,415
20-65 FLEET MAINTENANCE - LABOR	174,337
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>750,380</b>

(CONTINUED)

FUND: POLICE (020)  
 DEPARTMENT: POLICE (62)  
 DEPARTMENT HEAD: BRANDON CLABES  
 PAGE THREE

CONTRACTUAL 30-40	16-17	17-18
Labor Relations/Arbitration	10,000	10,000
Cont (Groupwise Lic Fee)	300	300
Cross Cross Lease	900	-
OLETS Fee	11,000	11,000
5 Year Phy 12 @ \$600 (\$550 in FY 16-17)	4,500	7,200
Immunizations	400	400
TB Tine Tests	500	500
PreEmp Officers / Reserve	3,000	3,000
Physical Fit for Duty Testing	1,000	1,000
FCE Testing	1,000	1,000
MMPI/CPI Testing	750	750
Pre Employment Jailers	500	500
Literacy Testing	500	500
Substance Abuse Testing	150	150
Exposure Baseline Testing	5,000	4,000
Vigilant Video	1,500	-
Tyler Software - After hours support	2,000	2,000
CSC Credit Services	1,400	1,330
CLEAR (WEST Thompson)	7,000	6,000
Air Card for SIU (Pole Cam)	650	650
ODIS - Also Funded in Fund 10-12	650	750
UDS (Utility Data Services)	6,000	6,000
Leads on Line	800	800
Copier Lease	8,000	8,000
DPS (fee for Cad)	300	300
Watchguard Annual Maintenance	22,325	30,950
Bosch Crash Data Retrieval	1,000	900
Cell Bright Maintenance	3,100	3,700
Conversion Costs	9,120	9,120
US Fleet Tracking (GPS)	960	960
OMEGA Group Maintenance (Crime View)	4,600	-
Automation Integrated	5,000	4,290
UHF Frequency	100	100
SIU Alarm Monitoring	360	360
<b>TOTAL</b>	<b>114,365</b>	<b>116,510</b>

OTHER SERVICES & CHARGES (6210 - SWORN EMPLOYEES)	
30-01 UTILITIES & COMMUNICATIONS	97,681
30-21 SURPLUS PROPERTY	6,800
30-23 UPKEEP REAL PROPERTY	6,650
30-40 CONTRACTUAL	116,510
30-42 SPECIAL INVESTIGATIONS	7,600
30-43 HARDWARE/SOFTWARE MAINT	8,311
30-54 VEHICLE ACCIDENT INS	15,000
30-72 MEMBERSHIPS & SUBSCRIPS	5,590
30-75 LEGAL PUBLICATIONS	2,375
30-85 INSURANCE - FIRE/THEFT	162,920
30-86 AUDIT	2,490
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>431,927</b>

TRANSFERS TO OTHER FUNDS (6210 - SWORN EMPLOYEES)	
80-21 POLICE CAP (021)	100,000
<b>TOTAL TRANSFERS TO OTHER FUNDS</b>	<b>100,000</b>

**TOTAL DEPARTMENT REQUEST** 12,986,942

UTILITIES (30-01)	
EOC Dispatch Phone	575
Gas and Electric	30,000
SIU Phone Service	1,011
Cell Phone Use	3,930
SIU Electric bill	2,000
SIU Gas bill	1,300
Utilities for Crime Lab	6,250
Gun Range Phone	470
City Hall (Phones) 33%	975
MI-FI Use	48,650
Cox Modem	1,020
SIU Surveillance Wire Minutes	1,500
<b>TOTAL</b>	<b>97,681</b>

**FUND: GENERAL (020)**  
**DEPARTMENT: Police**

**SIGNIFICANT EXPENDITURE CHANGES:**

Personnel cost and associated benefits continue to increase due to natural roll ups. We prioritize recapitalization of our fleet/equipment and all associated cost. Ever changing technology adds additional expenditures to ensure our personnel have the tools necessary to provide excellent service. The School Resource Officer program continues at one high school. Budgeting for labor negotiations and arbitrations continue also.

**MISSION STATEMENT**

“The mission of the Midwest City Police Department is to provide law enforcement services, education and leadership through community oriented policing.”

Our vision to accomplish the mission statement will be done through partnerships with the community, communication, trust, accountability, innovation, compassion and understanding, mutual respect, equality and diversity.

**2017-2018 GOALS AND OBJECTIVES**

**Patrol Division - General**

- Insure the DDACTS model is completely implemented and used on a daily basis. Reduce Part I Crimes by 3%, Shift Commanders will insure their supervisors are supporting this model and insure officers are updated on technology changes.
- Complete ongoing training of the goals of the Data-Driven Approaches to Crime and Traffic Safety (DDACTS) so that all supervisors/shifts are on the same page.
- Equip line-up room to have available the current crime trends on the Crime View Dashboard at all times. Utilize this information during line-up briefing to assist in addressing trends.
- Insure that Data received from UCR Clerk, Crime Mapping and Patrol officers is reviewed and followed up in a timely manner. Encourage supervisors to keep up to date on the crime trends and traffic safety issues and pass this information on to others in a timely manner.
- Cross train team members with the Detective Bureau, CAO Division, SIU, Crime Lab when manpower allows. Insure Officers are receiving a minimum of (25) hours of C.L.E.E.T. approved training to include (2) hours of mental health.

- Utilize NIMS training with large city events (i.e. July 4, parades, etc.) for continuity and training purposes.
- Be responsive to citizens' concerns and complaints regarding traffic violations and criminal activity.
- Expand the Community Oriented Policing concepts to all the businesses in the City.

#### **Continue an Impact Team to Address Specific Crime Trends**

- A team of officers from different shifts, divisions and units of the department, on a volunteer basis to address crime trends identified by the DDACTS model.

#### **Advanced Traffic Collision Investigation Team**

- Investigate all fatality and serious injury traffic collisions at a level of professionalism and proficiency which protects the interests of all involved parties and accurately identifies and documents all causes and influences related to the collision.
- Investigate all significant Midwest City Police unit and/or city vehicle involved traffic collisions.
- Provide investigation team members with best investigative equipment available. Encourage team members to share knowledge of advanced investigations with other patrol officers.

- Use team member training and experience to train other patrol officers to a greater level of proficiency. Continually, seek ways and means to improve or enhance overall effectiveness and productivity of shift, bureau and department.
- Advanced Collision team leadership to provide in-service training to other supervisor in patrol to insure collision scenes are properly maintained prior to the team's arrival.

#### **Selective Traffic Enforcement Program**

- Aggressively enforce traffic safety issues such as seat belt violations, child restraint ordinances, excessive speed and improper turn movements.
- Aggressively monitor problem areas in the City, paying special attention to school zones, areas with high traffic collision problems.
- Reduce the traffic collision rate of injury and non-injury accidents by 5%. Reduce the seriousness of injuries received to victims of motor vehicle collisions. Be responsive to citizen's concerns and complaints regarding traffic violations.
- Work with city planning department to insure proper attention is show to large road constructions areas via aggresse patrol and monitoring road changes as these projects are completed.

### **Tactical Unit**

- Diffuse or minimize high-risk situations through the use of highly trained and skilled tactical officers equipped with specialized equipment, weapons and tactics.
- Provide in service training to the Department in relation to building search, active shooter, and patrol tactics.
- Upgrade existing equipment through the budget process or alternative funding. Work as a partner with the Crisis Negotiators and EOD Team. Train with the Crisis Negotiators and EOD team at least once semi-annually.
- SWAT leadership extent in-service training to new officers enrolled in the FTO Program.

### **CIT Program**

- Continue to support CIT program by sending as many officers as possible to training. Provided updated CIT training for all officers including the Hearing Voices program.
- Participate in metro CIT training and partner with The Oklahoma State Mental Health and Substance Abuse Department.
- Midwest City Police Deptment. to host one metro CIT school each year.

### **Range**

- Provide semi-annual firearms qualifications. Provide periodic firearms training to all Department Officers.
- Train all firearms instructors on emergency medical aid and on Armorers of Department issued weapons.
- Upgrade existing equipment and range facility through the budget process and alternative funding.
- Implement FATS Training for all MWCPD Officers. Establish policy procedure for training and use by other agencies.

### **Field Training Officer Program**

- Maintain Certified Field Training Officers on all three shifts.
- Establish continuing education for Field Training Officers.
- Use of Field Training Officers in classroom training and Citizens Academy. Insure the continuity of the Field Training Officer program. Send at least three additional officers/FTO Supervisors to FTO/FTO Supervisor School.
- FTO Leadership to identify new officers as future FTOs.

### **Law Enforcement Driver Training Program**

- Ensure semi-annual law enforcement driver training for all commissioned personnel.
- Provide the highest quality, most currently available emergency and non-emergency driver training to department officers.
- Ensure semi-annual law enforcement driver training for all commissioned personnel.

### **Crisis Negotiator Program**

- Neutralize or minimize high-risk crisis/hostage situations through the use of skilled negotiation officers.
- Work as a partner with the Tactical Unit. Train all Department officers on initial response and tactics in crisis negotiation incidents.
- Fill the two vacant Crisis Negotiator positions. Encourage up-to-date training for current crisis negotiators. Develop and refine the verbal skills of the Negotiating Team members.
- In-service training for all members assigned to the negotiations team

### **Honor Guard**

- Represent the Midwest City Police Department, its officers and the City of Midwest City in a highly positive and professional manner through presentations and performances at events. Make presentations,

post colors and assist in ceremonies at events which further the positive professional image of law enforcement.

- Select and train team members who will present the most positive image. Equip team members with a uniform that projects professionalism. Recruit new Honor Guard members.

### **K-9 Program**

- Ensure all K-9 officers are aware of the standards for certification and establish training objectives to meet the standards. Seek continued certification for all canines. Inspect canine home kennels and home environment.
- Provide immediate K-9 response to any given situation when requested either internally or externally. Implement plan to replace aging K-9.

### **Community Action Officers**

- Continue a positive working relationship with the Neighborhood Initiative Coordinators and City Services in meeting community and neighborhood needs.
- Support Neighborhood Watch programs in partnership with the Neighborhood Initiative Office.
- Provide continued community outreach programs that target at risk youth to include such programs as, Bicycle Safety Fair, Shop with a Cop and other such ef-



forts in partnership with private citizens, corporations and businesses in the community.

- Utilize the DDACTS model in identifying and solving community crime and traffic issues in partnership with citizens and community groups.
- Continue tracking of Community Action Officer Activities for the purpose of documenting success and failure so that activity can be adjusted and enhanced. Close Coordination with other city, county and state service providers for addressing issues and formulating problem solving.
- Provide business owners and their employees with prevention and safety programs at their request in an effort to keep them free of crime and personal attacks.
- Educate business owners on new city ordinances and codes.
- Maintain and increase the crime free project. Including enforcement actions by police and code enforcement for those not participating in the Crime Free program.
- Actively support both the Citizens Police Academy and the Citizens Police Academy Alumni Assoc. as a tool to foster community understanding and support. Provide, as events dictate, the citizens of the community a source of information about various topics regarding their safety and well-being.

- Improve both the effectiveness and efficiency of the Volunteer Handicap Parking Enforcement program.
- Produce and promotional video of the Police Department, to be used for Citizens Academy, recruiting and other public relations.
- Maintain or assist with maintaining the Police Departments Website/Facebook/Other media.
- Develop and maintain Tweeter account. Educate patrol supervisor who wish to participate.

#### **Bicycle Officer Program**

- Utilize the bicycle officers to improve community relations by going to schools, churches and other groups to encourage the use of bicycle safety helmets.
- Provide a bicycle safety program for the community. Improved relationships with the business community by offering bicycle safety seminars from their customers and employees.
- Improve the utilization of the bicycle officer program by supervisors.
- Renew interest in Bicycle Program and repair and update current bike equipment. Identify local training for new officers who express interest in program.
- **Reserve Officer Program**

- Manage the Reserve Officer program so their monthly activity can be effectively utilized with the needs of the department and monitored more closely.
- Maintain a minimum of four Reserve Officers and increase training for the program. Improve the communications with each reserve officer and insure they are updated on changes in departmental policy and procedure. Encourage retiring Officers to remain active by participating in the Reserve program.
- Provide bicycle officer training for reserve officers and utilize them at special events. Improve the full time officer attitude toward the program by giving positive reinforcement for volunteering for reserve officer support.

#### **Law Enforcement Explorer Post**

- Develop programs that assist explorer understanding of the law enforcement function. Aid the Police Department when called upon. Aid the Community as needed. Aggressively recruit new members into the program.

#### **Professional Standards and Accreditation**

- Insure that Department policy and procedure meet Oklahoma Association of Chiefs of Police accreditation standards at all times.
- Maintain and periodically publish Department policies and procedures updates through specific assignment

of the responsibility to one individual with sufficient funding to catalog, inventory and publish as needed.

#### **Explosive Ordinance Disposal**

- Provide continued training in the expectant hazardous materials that maybe encountered by unit members. Provide continued training in the detection; render safe, and disposal of improvised explosives (IED's).
- Ensure close coordination with similar units at the local, state and federal levels of governmental response to homeland security issues and response protocols. Ensure a smooth transition into the multi jurisdiction team. Monitor the new program to make sure it is in the best interest of our department.
- Ensure close coordination and training to Department first responders to anticipate and unexpected explosive devices and materials. Maintain unit accreditation on a federal level. Maintain new EOD vehicle.

#### **Criminal Investigations**

- Ensure that Detectives job skills are kept up to date with changing trends and Investigative techniques, through continued education and training.
- Ensure that we follow up with victims and witnesses in cases we are actively working. Be sure to advise victims of the disposition of cases when known, to maintain a positive relationship with those citizens.

- Continue actively and aggressively keeping track of registered sex offenders within our city. Keep track of offenders by checking our RMS to insure the offenders are complying with probation or parole criteria.
- Continue with our joint Memorandum of Understanding with police agencies and the YWCA "SANE" program.
- Continue participation in the Protective Custody Joint Response Protocol as required by statute, with DHS.
- Develop and maintain a close information sharing relationship with the Patrol Division in identifying crime trends and problem areas within the city. Encourage more intelligence reporting, and utilize the patrol division in attempting to locate suspects of crimes. When available, utilize the Warrant Officers to assist in locating suspects.
- Coordinate with CAO's and have a Detective attend as many neighborhood related meetings or functions as possible to keep up with citizen concerns and develop reliable information sources.
- Will be begin using SIU "Street Crimes" Unit more for part one crimes and less for self-initiated drug cases. Use the "Street Crimes" Unit to identify and saturate higher crime area through the use of DDACTS.

- Continue use of and subscription to Leads on Line program and TLO.
- Make a firm decision on joining the Oklahoma Internet Crimes against Children (ICAC) as manpower allows.
- Develop a policy and procedure in regards to releasing active crime information, suspect information, community information, BOLO's on social media sites i.e. Twitter, Facebook and the cities TV broadcast.
- Restart the "shadowing program" to inform patrol officers of the investigative process.

#### **Special Investigations Unit**

- Ensure that employees job skills and issues pertinent to service delivery and professional growth are provided by continued education and training.
- Broaden the seizure of vehicles to include the efforts of Patrol Division. Continue to increase the awareness that vehicle forfeiture can be completed from almost all offenses involving the commission of a felony.
- Improve quality of investigations through training and application of effective investigative methods. Identify specialized schools related to drug enforcement.

- Identify new trends in street gang activity and undercover operations that will lead to increased productivity.
- Continue working relationship with citizens and confidential informants that provide valuable intelligence information.
- Target serial criminals that either operate in Midwest City or support the criminal activity in Midwest City. Develop cases through continued cooperation and support of other local, state and federal agencies and their investigations.
- Continue with City Council approval for drug enforcement mutual aid agreements with surrounding jurisdictions- Choctaw, Nicoma Park, Spencer, Del City and Oklahoma City.
- Ensure that all new investigators attend Basic Narcotics Investigation schools provided by OBN and DEA, and are Clan-Lab Certified.
- Replace undercover vehicles(s) that have been compromised or that have been in inventory for extended time. Coordinate with the District Attorney and utilize vehicles from seizure pool or allocate purchase from existing capital outlay fund.
- Monitor illicit websites to become proactive against the problem of prostitution. Target suspects that are soliciting their services to residents of our community. Monitor and conduct compliance checks

with all massage parlors located in the city and ensure they are complying with all ordinances and laws.

- Expand investigations to adapt with the changing trends of recovering stolen property. Encourage victims to canvass classified ads, publications, or any form of social media. Educate victims to report findings, conduct follow up investigations, and prosecute offenders.
- Increase the potential recruitment of confidential informants by conducting jail interdiction interviews.
- Continue effort to make the unit transparent. Share information with Patrol Division, K-9, CAO, and Detective Bureau to deter crime within the community. Provide feedback and updates to intelligence reports being forward to the unit.
- Establish a partnership with our Crime Analyst to deploy bait trailer at least every month or when need arises because of crime trends identified from statistical analysis.

#### **Crime Lab (Includes Property Room)**

- Continue to develop all management system documents to include the Quality Manual, Health and Safety Manual, Training Manual, and all technical protocols.
- Continue to work towards ASCLD/LAB accreditation.

- Establish a Quality Manager position for the laboratory. The Quality Manager position is essential in the development of the laboratory's quality system
- Continue to Cross-train additional 3 officers on crime scene processing techniques to enable them to continue as supplemental on call crime scene processors.
- Attend forensic training events so as to gain insight into cutting edge methods and interact with other forensic professionals.
- Have regular meetings with laboratory personnel where we collectively develop methods which increase quality, organization, and timeliness for coping with the laboratory's high caseload.
- Provide updates and training to patrol officers on forensic investigative methods and evidence handling guidelines. This may be accomplished through various methods to include lineups demonstrations of methods that officers may implement such as GSR Kits.

### **Property Room**

- Work with Tyler or a third-party software developer to resolve current inventory and scanner issues. The current system does not allow for an accurate inventory of the Property Room. The implementation of an update program would allow for an accurate and efficient work system.

- Create additional storage space in the Property Room through the use of cross trained Police Department Employee. Approximately 100 items of evidence are submitted to the Property Room each week, creating a backlog of items that can be disposed/returned to owner. The training of additional manpower is essential to the effective management of the Property Room's evidence. Additionally, a long-term absence of the Property Room Manager would create a detrimental disruption to both the Property Room and the Crime Laboratory. An additional property room trained person is needed to avoid this situation.
- Develop and implement an audit system designed to assess the quality of the Property Room. The current audit system does not verify the quality of Property Room management. A new system should seek to audit the daily duties of Property Room personnel as well as additional duties such as conversion lists.
- Continue to create an open dialogue with Patrol Officers as to proper packaging techniques through the use of memos, line-up visits, and packaging guidelines.

### **Records**

- Provide secure and accurate document/records control within the Midwest City Police Department to include reports data input, archival document scanning, record filing, data reports, and records retrieval.

- Provide customer service to department officers and staff, the general public, insurance companies, law firms, District and Municipal Courts, and various law enforcement agencies.
- Adhere to policies regarding the release of information in accordance with the Oklahoma Open Records Act, Title 51, and Oklahoma Statutes 24A.1-24A.24.
- Ensure that all Records Section personnel receive continued training on key job skills to include updates on the operation of the new RMS, UCR training and OLETS update training.
- Implement new OLETS Messenger program and hardware. (Pending approval and release by OLETS)
- Continue to scan and index all pertinent BR files located in the Records Section and basement storage and destroy hard copies. Continue to scan and index all pertinent reports prior to 1990 currently located in the basement and destroy hard copies.
- Organize reports in basement storage that are required to be kept on file due to the nature of the case.

### **Crime Analysis**

- Provide analysis and predictive information and services to the personnel of the department.

- Continue a close relationship with members of the Field Operations Bureau and Investigations Division by developing tactical alerts as trends and patterns are found.
- Expand the application of mapping software in furtherance of the analysis process. Continue to become more familiar with the layout of the city and crime trends seen by officers.
- Attend specialized training related to the crime analysis position to become more efficient.
- Continue partnerships with other criminal justice agencies by participating in weekly conference calls with the Oklahoma Information Fusion Center and attending monthly Intel Analyst meetings, Metro Area Crime Analyst meetings, and Intelligence Led Policing meetings.

### **UCR**

- Continue relationship with members of department, OSBI, and the Weed and Seed Program by providing needed UCR statistics and citations statistics.
- Attend training course for UCR updates, and attend specialized training course to become efficient in Excel.
- Continue Training with the Property Clerk to assist with property room.

# Fire Fund

# City of Midwest City, Oklahoma

## Fire

### Index

<u>Fund / Department *Number</u>	<u>Fund / Department Description</u>	<u>Page Number</u>
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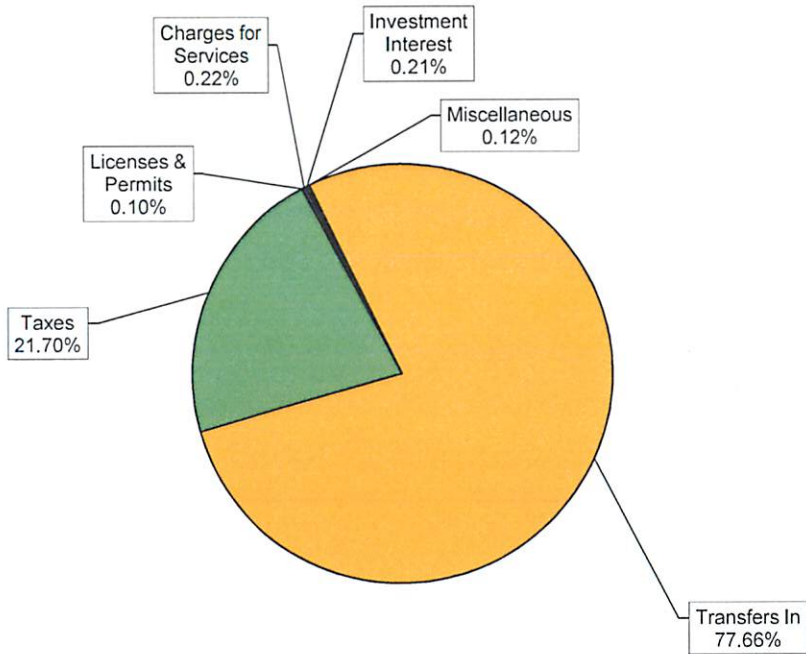
\* **Note:** Three digit codes represent the Fund Number  
Two digit codes represent the Department Number



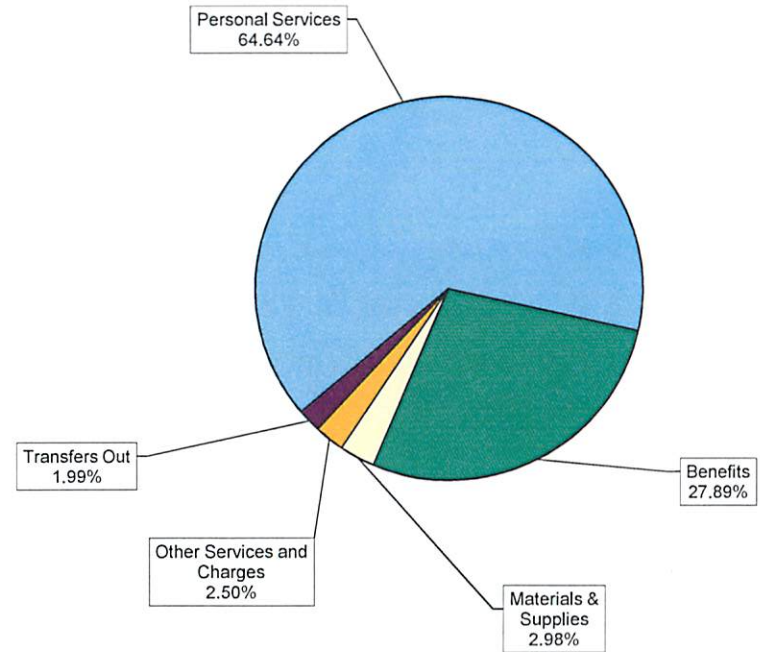
**FIRE FUND BUDGET SUMMARY - FISCAL YEAR 2017-2018**

	PRIOR YEAR ACTUAL FY 15-16	CURRENT YEAR BUDGET AS AMENDED FY 16-17	CURRENT YEAR ACTUAL (Est.) FY 16-17	BUDGET YEAR FINAL FY 17-18
<b>ESTIMATED REVENUE:</b>				
Taxes	2,261,760	2,261,885	2,197,506	2,216,647
Licenses & Permits	9,990	11,243	8,878	10,001
Charges for Services	23,019	17,783	20,088	22,304
Investment Interest	26,030	26,501	21,667	21,635
Miscellaneous	14,628	11,128	11,180	11,857
Transfers In	7,812,285	7,957,488	7,650,036	7,934,063
Intergovernmental				
<b>TOTAL REVENUE</b>	<b>10,147,712</b>	<b>10,286,028</b>	<b>9,909,355</b>	<b>10,216,507</b>
Use / (Gain) of Fund Balance	(293,509)	266,909	303,984	349,415
<b>TOTAL RESOURCES</b>	<b>9,854,203</b>	<b>10,552,937</b>	<b>10,213,339</b>	<b>10,565,922</b>
<b>PROPOSED EXPENDITURES:</b>				
<b>Fire Department - Operating</b>				
Personal Services	6,519,272	6,834,569	6,727,281	6,830,083
Benefits	2,670,998	2,888,823	2,817,913	2,946,502
Materials & Supplies	238,313	361,621	230,557	315,344
Other Services and Charges	230,467	255,228	224,892	263,993
Transfers Out	195,152	212,696	212,696	210,000
Capital Outlay				
<b>TOTAL EXPENDITURES</b>	<b>9,854,203</b>	<b>10,552,937</b>	<b>10,213,339</b>	<b>10,565,922</b>
<b>RESERVE OF FUND BALANCE</b>				<b>517,796</b>

**ESTIMATED REVENUES FIRE FUND**  
**FY 2017-2018**  
**Total \$10,216,507**



**ESTIMATED EXPENDITURES FIRE FUND**  
**FY 2017-2018**  
**Total \$10,565,922**



FUND: FIRE (040)  
DEPARTMENT: FIRE (64)  
DEPARTMENT HEAD: BERT NORTON

FINAL BUDGET 2017-2018

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	6,519,272	6,834,569	6,727,281	6,830,083
BENEFITS	2,670,998	2,888,823	2,817,913	2,946,502
MATERIALS & SUPPLIES	238,313	361,621	230,557	315,344
OTHER SERVICES	230,467	255,228	224,892	263,993
TRANSFERS	195,152	212,696	212,696	210,000
<b>TOTAL</b>	<b>9,854,203</b>	<b>10,552,937</b>	<b>10,213,339</b>	<b>10,565,922</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TAXES	2,261,760	2,261,885	2,197,506	2,216,647
LICENSES & PERMITS	9,990	11,243	8,878	10,001
CHARGES FOR SERVICES	23,019	17,783	20,088	22,304
INVESTMENT INTEREST	26,030	26,501	21,667	21,635
MISCELLANEOUS	14,628	11,128	11,180	11,857
TRANSFERS IN	7,812,285	7,957,488	7,650,036	7,934,063
<b>TOTAL</b>	<b>10,147,712</b>	<b>10,286,028</b>	<b>9,909,355</b>	<b>10,216,507</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	1,324,471	9,921,931	10,358,168	888,234	6/30/2015
6/30/2015	888,234	10,147,712	9,854,203	1,181,743	6/30/2016
6/30/2016	1,181,743	9,909,355	10,213,339	877,759	6/30/2017 - EST
6/30/2017	877,759	10,216,507	10,565,922	528,344	6/30/2018 - EST

Excludes Transfers Out (517,796) 5% Reserve  
10,548

PERSONAL SERVICES (6410 - SWORN EMPLOYEES)	
10-01 SALARIES	5,677,545
10-05 COMMITTEE INCENTIVE PAY	23,230
10-06 COLLEGE INCENTIVE	27,785
10-08 OVERTIME OT1	143,520
10-09 CONSTANT MANNING OT2	50,999
10-10 LONGEVITY	94,508
10-11 SICK LEAVE BUYBACK - OVER BANK	76,000
10-12 VACATION BUYBACK	25,000
10-13 PDO BUYBACK	140,000
10-14 SICK LEAVE INCENTIVE	60,000
10-15 EMT-D	108,000
10-16 HAZ MAT PAY	86,000
10-17 ADDITIONAL INCENTIVE	6,000
10-18 SEPARATION PAY	40,000
10-19 INSPECTOR ON CALL	5,700
10-24 STATE INSPECTOR	4,000
<b>PERSONAL SERVICES - SWORN</b>	<b>6,568,287</b>

PERSONAL SERVICES (6420 - CIVILIAN EMPLOYEES)	
10-01 SALARIES	236,976
10-03 OVERTIME	1,000
10-05 COMMITTEE INCENTIVE PAY	600
10-07 ALLOWANCES	8,789
10-10 LONGEVITY	3,931
10-11 SICK LEAVE BUYBACK - OVER BANK	4,000
10-12 VACATION BUYBACK	2,500
10-13 PDO BUYBACK	1,500
10-14 SICK LEAVE INCENTIVE	2,500
<b>PERSONAL SERVICES - CIVILIAN</b>	<b>261,796</b>

**TOTAL PERSONAL SERVICES** **6,830,083**

(CONTINUED)

**FUND: FIRE (040)**  
**DEPARTMENT: FIRE (64)**  
**DEPARTMENT HEAD: BERT NORTON**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
<b>Division 6410</b>		
Shift Commander	3	3
Chief of Training	1	1
Fire Marshall	1	1
Fire Inspector	3	3
Captain/Major	18	18
Apparatus Operator/Lt.	18	18
Firefighter	36	36
<b>TOTAL</b>	<b>80</b>	<b>80</b>
<b>Division 6420</b>		
Public Education Specialist	0	1
Admin. Secretary	1	1
Fire Chief	1	1
Programs Manager	1	1
Communications Coordinator - IT	0	0.27
<b>TOTAL</b>	<b>3.00</b>	<b>4.27</b>
<b>TOTAL 6410 &amp; 6420</b>	<b>83.00</b>	<b>84.27</b>

FY 17-18: Moved Communications Coordinator to Fund 70 (EOC)

**CONTRACTUAL (30-40) SUPPRESSION DIVISION 6410**

Copy Rental and Supplies	3,500
Pest Control	2,000
Employment Ads	500
Printing and Literature	200
Polygraphs for New Hires	450
Contract Negotiations & Arbitration	8,350
<b>TOTAL</b>	<b>15,000</b>

**CONTRACTUAL (30-40) TRAINING DIVISION 6412**

Printing of Test Materials and Room Rental for Promotion Tests	1,000
<b>TOTAL</b>	<b>1,000</b>

**PERSONNEL  
POSITIONS  
SUMMARY:**

2005-06 - 92.5  
2006-07 - 92.5  
2007-08 - 89.75  
2008-09 - 89  
2009-10 - 89  
2010-11 - 89  
2011-12 - 87  
2012-13 - 89  
2013-14 - 89.5  
2014-15 - 85.27  
2015-16 - 80.27  
2016-17 - 84.27  
2017-18 - 83

**BENEFITS (6410 - SWORN EMPLOYEES)**

15-01 SOCIAL SECURITY	95,240
15-02 EMPLOYEES' RETIREMENT	1,164,886
15-03 GROUP INSURANCE	765,690
15-04 WORKERS COMP INSURANCE	347,682
15-07 UNIFORMS & PROTECTIVE GEAR	13,000
15-08 100% LOCAL OPT LIFE INSURANCE	5,378
15-13 LIFE	12,960
15-14 DENTAL	83,847
15-20 OVERHEAD HEALTH COST	25,991
15-97 RETIREE INSURANCE SUBSIDY	158,606
15-98 RETIREE INSURANCE	159,027
<b>TOTAL BENEFITS-SWORN</b>	<b>2,832,307</b>

**BENEFITS (6420 - CIVILIAN EMPLOYEES)**

15-01 SOCIAL SECURITY	20,027
15-02 EMPLOYEES' RETIREMENT	49,357
15-03 GROUP INSURANCE	28,252
15-13 LIFE	648
15-14 DENTAL	3,477
15-20 OVERHEAD HEALTH COST	1,699
15-97 RETIREE INSURANCE SUBSIDY	5,411
15-98 RETIREE INSURANCE	5,324
<b>TOTAL BENEFITS-CIVILIAN</b>	<b>114,195</b>

**TOTAL BENEFITS**

**2,946,502**

**MATERIALS & SUPPLIES**

20-34 MAINTENANCE OF EQUIPMENT	14,000
20-35 SMALL TOOLS & EQUIP	9,000
20-37 SCBA PARTS & SUPPLIES	6,000
20-38 EMS SUPPLIES	4,000
20-41 SUPPLIES	20,000
20-63 FLEET FUEL	66,058
20-64 FLEET PARTS	113,676
20-65 FLEET LABOR	76,910
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>309,644</b>

(CONTINUED)

**FUND: FIRE (040)**  
**DEPARTMENT: FIRE (64)**  
**DEPARTMENT HEAD: BERT NORTON**  
**PAGE THREE**

**NOTE:** The department has been responsible for funding three (3) code enforcement personnel and half (.50) of a secretary. In previous years, the expenditures related to these positions have been expensed to the fire department. Starting in fiscal year 05-06 and continuing to the present, the fire department will fund these positions through an operating transfer to the General Fund, Neighborhood Services, in the amount of \$166,000.

A capital outlay fund for Fire was created in 04-05. The funding source for the capitalization of Fund 041, comes from transfers out of the operational Fund, 040 and includes a sales tax for capital outlay which was approved 1-1-12. The sales tax approved 1-1-12 is deposited directly into Fund 041.

<b>OTHER SERVICES &amp; CHARGES (SWORN EMPLOYEES)</b>	
30-21 SURPLUS PROPERTY	5,653
30-23 UPKEEP REAL PROPERTY	15,000
30-40 CONTRACTUAL	15,000
30-43 ANNUAL SOFTWARE MAINTENANCE	22,039
30-54 VEHICLE ACCIDENT INSURANCE	4,000
30-72 MEMBERSHIPS & SUBSCRIPTIONS	5,000
30-85 INSUR: FIRE, THEFT, LIAB, LABOR RELATIONS	109,779
30-86 AUDIT	2,022
31-01 UTILITIES	45,000
31-02 COMMUNICATIONS	8,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>231,493</b>

<b>TRANSFERS OUT</b>	
80-33 OPERATING TRANSFER (010)	166,000
80-41 FIRE CAPITALIZATION (041)	44,000
<b>TOTAL TRANSFERS OUT</b>	<b>210,000</b>

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**FIRE PREVENTION DIVISION**

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<b>MATERIALS &amp; SUPPLIES</b>	
20-34 MAINTENANCE OF EQUIPMENT	100
20-41 SUPPLIES	5,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>5,100</b>

<b>OTHER SERVICES &amp; CHARGES</b>	
30-72 MEMBERSHIPS/SUBSCRIPTIONS	2,000
30-73 PUBLICATIONS	1,500
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>3,500</b>

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**TRAINING DIVISION**

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<b>MATERIALS &amp; SUPPLIES</b>	
20-34 MAINTENANCE OF EQUIPMENT	100
20-41 SUPPLIES	500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>600</b>

<b>OTHER SERVICES &amp; CHARGES</b>	
30-40 CONTRACTUAL	1,000
30-73 PUBLICATIONS	2,000
30-74 MED/5YR HAZ MAT, ENTRY, HEARING, HEP	11,000
30-75 TUITION/FEEES FOR TRAINING & CONF	6,000
30-76 TRAVEL AND MEALS	9,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>29,000</b>

**TOTAL DEPARTMENT REQUEST** **10,565,922**



**FUND: Fire (040)**

**DEPARTMENT: Fire Department**

**SIGNIFICANT EXPENDITURE CHANGES:**

Reduction in recapitalization of apparatus to meet revenue.

**STAFFING/PROGRAMS**

The mission of the Midwest City Fire Department is to reduce risk, respond to emergencies, and add value to our community. Fiscal year 2017/18, the Fire Department has budgeted for 83.27 personnel leaving only the civilian Public Education position vacant and unfunded. The mission of the fire department is achieved through four sections: administration, prevention, operations, and training/safety.

**Administration**

The Administration Section consists of the Fire Chief, Administration Major, and an Administrative Secretary. This section is responsible for administration of the budget, the development of department policies & procedures, reporting, and general coordination of department activities as they relate to other departments. The Fire Chief also serves as the Assistant Emergency Manager and the Administration Major serves as the Department's Public Information Officer (PIO) and a communications leader. The

Administrative Section manages short and long term planning, time and attendance, purchasing, and council agenda items.

**Prevention**

The Prevention section consists of the Fire Marshal and 3 Fire Prevention Officers. They reduce risk in our community through public education, prevention, and fire cause & determination.

Public education programs are provided through the leadership of the Fire Prevention Officer who serves as Public Education Officer. Programs include Operation Fire Safe (juvenile fire setter intervention), Children's Fire Safety Fair, Child Passenger Safety, Kitchen Safety, Smoke Detector Program, Senior Safety, civic and religious organization presentations, school and business fire drills, nursing center in-service training, CPR training, the scheduling of all tours, and the community risk reduction program. They also coordinate efforts with Neighborhood service to connect with neighborhood associations.

The Fire Prevention Officers perform approximately 1200 annual fire and construction inspections. The inspections are provided in accordance with local ordinances complying with the International Code Council (ICC) Fire Codes. Fire Inspectors also guide the construction of new and renovated structures through plans review, site inspections, and providing certificate of occupancies according to the ICC Building Codes. The Section maintains records of hazardous materials, oil and gas well inspection and permitting, hydrant flow tests, and coordinates pre-fire planning efforts. They are responsible for complying with the National Fire

Incident Reporting System (NFIRS) and managing burn permits.

### **Operations**

The Operations Section consists of 75 personnel divided into three shifts to provide continuous emergency response services to the citizens of Midwest City. Each of these shifts is under the direction of a Shift Commander, supervising six (6) fire stations. Services include emergency medical services, technical rescue operations, fire suppression, hazardous materials operation, and other hazard mitigation duties during man-made or natural disasters.

In addition to emergency response, these personnel provide assistance and support to other divisions in the area of public education, building pre-fire planning, hydrant testing, and training. They also perform maintenance and testing on all fire equipment including apparatus, hose, scba's, and fire stations. Daily schedules for this division are primarily designed to ensure emergency response capabilities are maintained at all times, with other available time being used to support the department's efforts to reduce risk to our community.

The Department is part of the Oklahoma County Wild Land Firefighting Task Force, which deploys to other counties for mutual aid to assist with large grass fires. The Department is also part of the Oklahoma Homeland Security Regional Response System as a Hazardous Materials Response Team.

### **Training and Safety**

The Training Officer works under the direction of the Fire Chief. The Training Section is responsible for planning, developing, coordinating, and delivering training programs to department personnel. The Section develops and administers promotion testing and is responsible for maintaining a complete record of all training to ensure competencies to meet federal, state, and department mandates. The Training Officer assist with planning, coordinating, and evaluating disaster drills. The Training Officer also serves as incident safety officer and is a member of the command staff.

Through the use of well-developed training programs, our department maintains proficiency in the services provided. The safety of the public and our own personnel is directly related to the amount and quality of training our personnel receives.

The Fire Department plays an active role in providing training to other City personnel. Some of these classes include: CPR, First Aid, Confined Space Rescue, Rope Rescue, and Hazardous Materials Safety Training. The use of trained Fire Department personnel to deliver training to other City personnel not only reduces the cost of such deliveries, but enhances interdepartmental relationships to work together in the event of an emergency or disaster.

## **2017/2018 Goals and Objectives**

The Midwest City Fire Department strives to provide the maximum services possible with the funds and resources available. Programs such as those that supply public safety education and smoke detectors to homes on limited incomes cannot always be funded through city budgets. The Midwest City Fire Department believes these programs are vital to its primary mission of providing fire and life safety to the community. Generally, the department obtains additional funding for such programs through grants and donations.

The 2017-2018 budget provides the financial resources to continue our high level of service and training as we have in past and the following objectives are on target this Fiscal Year:

1. Revise and implement new standard operating procedures.
2. From the ESCI Master Study, organize the Command Staff to formulate a Strategic Plan for the department.
3. Continue a 5-year capital replacement funds for fire apparatus and Self-Contained Breathing Apparatus (SCBA) with available funding.
4. With the assistance of IT, move to a city maintained radio system independent of the OKWIN system for reliability.
5. An ISO visit will occur in 2017.
6. Look into the CAD system to find ways to improve recording of NFPA 1710 times.
7. Replace 1/3 of suppression fire bunker coats and pants.
8. A federal grant was submitted for the replacement of SCBA's, if awarded, research and bidding will be conducted to utilize the funding for replacement gear.
9. Utilize Hospital Authority Grant funds on projects submitted.



# Special Funds

# City of Midwest City, Oklahoma

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## City of Midwest City, Oklahoma

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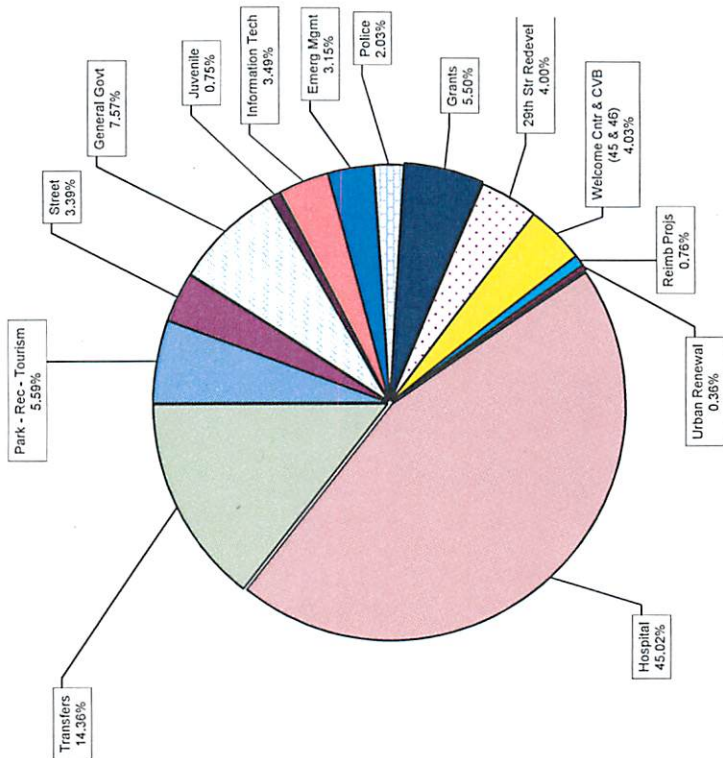
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\* **Note:** Three digit codes represent the Fund Number  
Two digit codes represent the Department Number

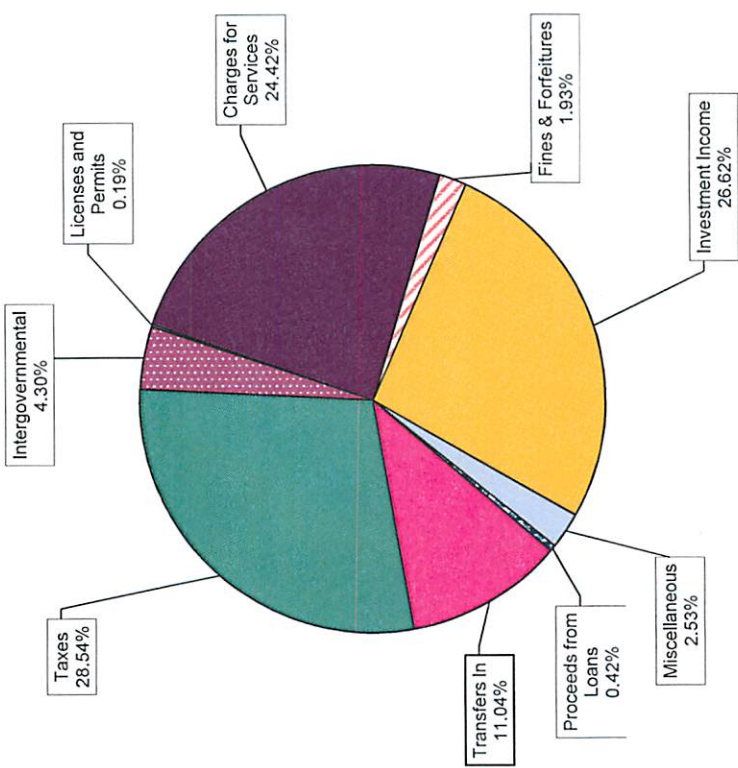
**SPECIAL REVENUE FUNDS BUDGET SUMMARY - FISCAL YEAR 2017-2018**

	PRIOR YEAR ACTUAL FY 15-16	CURRENT YEAR BUDGET AS AMENDED FY 16-17	CURRENT YEAR ACTUAL (Est.) FY 16-17	BUDGET YEAR FINAL FY 17-18
<b>ESTIMATED REVENUE:</b>				
Taxes	3,279,760	3,191,638	3,220,097	3,216,493
Intergovernmental	1,112,119	1,591,309	1,232,836	484,946
Lease Payments	-	-	-	-
Licenses and Permits	24,800	19,467	22,467	21,622
Charges for Services	2,209,755	2,597,060	2,554,130	2,751,682
Fines & Forfeitures	241,683	250,198	200,622	217,246
Investment Income	2,338,668	3,198,324	3,067,971	3,000,021
Miscellaneous	369,241	291,545	9,298,466	285,599
Proceeds from Loans	42,645	-	44,827	47,120
Transfers In	1,417,534	1,866,111	1,824,094	1,243,668
<b>TOTAL REVENUE</b>	<b>11,036,205</b>	<b>13,005,652</b>	<b>21,465,510</b>	<b>11,268,397</b>
Use / (Gain) of Fund Balance	1,042,813	18,007,615	2,588,644	2,874,824
<b>TOTAL RESOURCES</b>	<b>12,079,018</b>	<b>31,013,267</b>	<b>24,054,154</b>	<b>14,143,221</b>
<b>PROPOSED EXPENDITURES:</b>				
Park - Recreation - Tourism	607,223	914,161	845,894	790,154
Street	582,952	2,588,810	2,191,259	480,000
Animal Welfare	-	-	-	-
General Government (09, 35 & 310)	1,108,544	2,123,823	2,100,259	1,071,229
Juvenile	163,908	174,043	172,693	106,633
Information Technology	434,086	592,498	591,356	493,671
Emergency Management	448,392	468,912	466,876	445,546
Police	240,094	349,617	307,886	286,807
Grants	801,656	1,461,951	748,288	778,086
29th Street Redevelopment	480,536	3,155,961	3,147,107	565,779
Welcome Cntr & CVB (45 & 46)	473,177	632,487	610,731	569,895
Reimbursed Projects	590,053	776,237	642,456	106,782
Urban Renewal	6,868	55,750	28,250	50,500
Hospital	4,556,739	15,386,424	9,886,187	6,367,754
Transfers	1,584,790	2,332,593	2,314,912	2,030,385
<b>TOTAL EXPENDITURES</b>	<b>12,079,018</b>	<b>31,013,267</b>	<b>24,054,154</b>	<b>14,143,221</b>
<b>RESERVE OF FUND BALANCE</b>				<b>32,887</b>

**ESTIMATED EXPENDITURES SPECIAL REVENUE FUNDS**  
**FY 2017-2018**  
**Total \$14,143,221**



**ESTIMATED REVENUES SPECIAL REVENUE FUNDS**  
**FY 2017-2018**  
**Total \$11,268,397**



**BUDGET SUMMARY BY DEPARTMENT & CATEGORY FISCAL YEAR 2017 - 2018 EXPENDITURES**

FUND NO.	FUND DESCRIPTION	PERSONAL SERVICES	BENEFITS	MATERIALS & SUPPLIES	HOS. AUTHO. EXP-RETAINER	OTHER SVCS & CHARGES	CAPITAL OUTLAY	DEBT SERVICE	TRANSFERS	GRANT ACTIV EXP	DEPT REQUEST
9	GENERAL GOVT SALES TAX					254,248	262,178				516,426
13	STREET AND ALLEY			50,000		30,000	400,000				480,000
14	TECHNOLOGY	107,763	38,932			346,976					493,671
15	STREET LIGHTING FEE					50,000	200,000				250,000
16	REIMBURSED PROJECTS			1,043		42,475	12,382	50,882			106,782
25	JUVENILE	76,687	26,817	2,066		1,063					106,633
30	POLICE STATE SEIZURES		4,000	2,375		5,000	5,000				16,375
31	SPECIAL POLICE PROJECTS			4,600		5,000	5,000				14,600
33	POLICE FEDERAL PROJECTS		10,000	5,000		4,500	5,000				24,500
34	POLICE LAB FEE		6,000	9,000		1,900					16,900
35	EMPLOYEE ACTIVITY			2,300		7,350					9,650
36	POLICE JAIL		4,500	88,600		51,890	11,000				155,990
37	POLICE IMPOUND FEES	12,719	15,973	5,000							33,692
45	WELCOME CENTER	113,285	34,946	16,200		34,223	16,795				215,449
46	CONVENTION & VISITORS BUREAU	158,102	63,626	1,380		129,338	2,000				354,446
70	EMERGENCY OPERATIONS	320,194	73,845	3,543		21,064	26,900		50,354		495,900
115	ACTIVITY - 2315 HOLIDAY LIGHTS	2,700	207	13,500		35,500					51,907
115	ACTIVITY - 2320 NIGHT LIGHT RUN			5,000		2,000					7,000
115	ACTIVITY - 7810 SOFTBALL	12,100	926	15,000		6,750					34,776
115	ACTIVITY - 7813 PAVILIONS					27,700	25,000				52,700
115	ACTIVITY - 7814 PARK FACILITIES						18,815				18,815
115	ACTIVITY - 7815 MISC. PROGRAMS			29,750		5,250					35,000
115	ACTIVITY - 7816 NATURE TRAILS			500							500
115	ACTIVITY - 7817 TREE BOARD					5,000					5,000
115	ACTIVITY - 7822 RENAISSANCE RUN			5,800		5,500					11,300
123	PARK & RECREATION - 06 PARK & REC	57,652	25,396	5,000		300,424	174,685				563,157
123	PARK & RECREATION - 23 PARK PLAY					10,000					10,000
141	CDBG - GRANTS MGMT	215,990	90,922	400		2,950	1,000			201,324	512,586
142	GRANTS - 37 HOUSING					265,500					265,500
143	GRANTS - 21 EMERGENCY OPERATIONS								15,000		15,000
143	GRANTS - 88 DISASTER										-
194	DOWNTOWN REDEVELOPMENT	41,641	21,763			106,700	395,675		951,381		1,517,160
201	URBAN RENEWAL			250		50,250					50,500
220	ANIMALS BEST FRIEND			4,750			20,000				24,750
225	HOTEL/MOTEL								587,010		587,010
235	MUNICIPAL COURT								1,640		1,640
310	DISASTER RELIEF	112,947	32,206	5,000		145,000					295,153
425	HOSPITAL AUTHORITY COMPOUNDED PRINC					110,000					110,000
425	HOSPITAL AUTHORITY EXPANSION										-
425	HOSPITAL AUTHORITY DISCRETIONARY	64,307	27,652	900		3,645,533					3,738,392
425	HOSPITAL AUTHORITY IN LIEU OF TAXES		4,500		148,333	10,000	500,000	1,856,529	425,000		2,944,362
<b>TOTAL</b>		<b>1,296,087</b>	<b>482,211</b>	<b>276,957</b>	<b>148,333</b>	<b>5,719,084</b>	<b>2,081,430</b>	<b>1,907,411</b>	<b>2,030,385</b>	<b>201,324</b>	<b>14,143,221</b>

**FUND: GENERAL GOVERNMENT SALES TAX (009)**  
**DEPARTMENT: VARIOUS**  
**DEPARTMENT HEAD: GUY HENSON**

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
MATERIALS & SUPPLIES	4,555	-	-	-
OTHER SERVICES	138,911	164,079	144,861	254,248
CAPITAL OUTLAY	661,143	1,544,325	1,544,325	262,178
TRANSFERS OUT	-	97,300	97,300	-
<b>TOTAL</b>	<b>804,610</b>	<b>1,805,704</b>	<b>1,786,486</b>	<b>516,426</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TAXES	431,434	431,457	419,423	422,829
INTEREST	44,874	43,209	31,834	29,024
MISCELLANEOUS	71,336	33,938	34,411	8,500
TRANSFER IN	133,290	15,000	15,000	7,726
<b>TOTAL</b>	<b>680,934</b>	<b>523,604</b>	<b>500,668</b>	<b>468,079</b>

BUDGETARY	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	1,409,379	1,088,086	443,765	2,053,701	6/30/15
6/30/2015	2,053,701	680,934	804,610	1,930,025	6/30/16
6/30/2016	1,930,025	500,668	1,786,486	644,207	6/30/17 - EST
6/30/2017	644,207	468,079	516,426	595,861	6/30/18 - EST

**FY 11-12**

*New Fund created under Ordinance 3145. Funding from sales tax effective January 1, 2012. Restricted for operating & capital outlay of the General Fund Departments.*

**CONTRACTUAL (30-40) FY 16-17**

Survey Monuments (Comm. Dev.)	4,800
Digital Orthophotos (Comm. Dev.)	10,000
GIS Consulting Services (Comm. Dev.)	8,000
Website Hosting (City Mgr)	6,000
Regional Transit Dialogue (City Mgr)	57,675
Civic Plus Mobile App (Dev & Annual Fee) (City Mgr)	7,450
Constant Contact Subscription (General Gov't)	2,400
Archive Social Media (City Mgr)	4,800
Video Production/Editing (City Mgr)	8,000
<b>TOTAL</b>	<b>109,125</b>

**FINAL BUDGET 2017-2018**

<b>OTHER SERVICES &amp; CHARGES</b>	
30-40 CONTRACTUAL	230,200
30-43 HARDWARE/SOFTWARE MAINTENANCE	23,548
30-86 AUDIT (SALES TAX)	500
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>254,248</b>

<b>CAPITAL OUTLAY</b>	
40-01 VEHICLES	112,000
40-02 EQUIPMENT	123,428
40-14 REMODEL	3,600
40-49 COMPUTERS	13,150
40-50 SOFTWARE	10,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>262,178</b>

<b>TOTAL DEPARTMENT REQUEST</b>	<b>516,426</b>
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*See schedule for detail of capital items by department*

**CONTRACTUAL (30-40) FY 17-18**

Tower Maintenance & Upgrades (I.T.)	30,000
Arc GIS Online 50 Named User (Com Dev)	5,000
GIS Consulting Services (Com Dev)	10,000
Survey Monuments (Com Dev)	4,800
Cityworks PLL Implementation (Com Dev)	92,700
Cityworks PLL Software (Com Dev)	30,000
Cityworks Laserfiche (Com Dev)	10,000
City Works Software & Implem. (NH Svc)	47,700
<b>TOTAL</b>	<b>230,200</b>

**TRANSFERS IN DETAIL**

Sinking Fund (350)	7,726
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FUND: GENERAL GOVERNMENT SALES TAX (009)  
 DEPARTMENT: VARIOUS  
 DEPARTMENT HEAD: GUY HENSON  
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**CAPITAL OUTLAY FY 17-18**

Laserfiche Software	HR	10,000
Laptop	HR	1,500
Computer Monitor	CTY ATNY	250
(8) Portable Radios	COM DEV	12,628
Distance Measurer	COM DEV	600
(3) I-Pads	COM DEV	1,800
Desktop Computers	COM DEV	4,000
(3) I-Pads for Inspectors	COM DEV	1,500
Autoflush Valves	COM DEV	3,600
Replacement Computer Monitors	FIN	400
(2) Computer Upgrades	FIN	500
(5) Office Chairs	FIN	800
Top Dresser/Compost Spreader -2nd yr	ST	15,000
Asphalt Truck/Hot Box-2nd yr	ST	45,000
Weedeaters/Edgers, etc	ST	2,200
3/4 Ton Pickup	ST	34,000
Zero Turn Mower	ST	7,000
Computer	ST	1,200
Transport Truck - \$20,000 funded in Fund 220	AW	33,000
Teller Window Chairs	CRT	1,500
(2) I-Pads	NH SVC	2,000
(2) Radios	NH SVC	4,000
IBM Power8 Server	IT	34,700
Dell Poweredge R7xx Server	IT	15,000
Fiberoptic Network Line - PWA to Fleet	IT	15,000
Dell Poweredge R7xx Server (Disaster Rec Site)	IT	15,000
<b>TOTAL</b>		<b>262,178</b>



FUND: STREET & ALLEY (013)  
 DEPARTMENT: STREET (09)  
 DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
MATERIALS & SUPPLIES	58,500	50,216	45,031	50,000
OTHER SERVICES	-	30,000	30,000	30,000
CAPITAL OUTLAY	524,453	2,508,594	2,116,228	400,000
<b>TOTAL</b>	<b>582,952</b>	<b>2,588,810</b>	<b>2,191,259</b>	<b>480,000</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TAXES	527,092	521,628	485,807	506,450
INTEREST	40,620	41,766	12,421	9,059
TRANSFER IN (010 and 191)	60,708	350,000	350,000	50,000
<b>TOTAL</b>	<b>628,420</b>	<b>913,394</b>	<b>848,228</b>	<b>565,509</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	1,274,384	593,563	137,991	1,729,956	6/30/2015
6/30/2015	1,729,956	628,420	582,952	1,775,423	6/30/2016
6/30/2016	1,775,423	848,228	2,191,259	432,392	6/30/2017 - EST
6/30/2017	432,392	565,509	480,000	517,901	6/30/2018 - EST

**CONTRACTUAL (30-40) FY 17-18**

City Wide Stripe Rehabilitation	30,000
<b>TOTAL</b>	<b>30,000</b>

**FINAL BUDGET 2017-2018**

STREET DEPARTMENT (0910)	
<b>MATERIALS &amp; SUPPLIES</b>	
20-41 MATERIALS (CRACKSEAL SUPPLIES)	50,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>50,000</b>
<b>OTHER SERVICES &amp; CHARGES</b>	
30-40 CONTRACTUAL	30,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>30,000</b>
<b>CAPITAL OUTLAY</b>	
40-06 INFRASTRUCTURE	400,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>400,000</b>
<b>TOTAL DIVISION REQUEST</b>	<b>480,000</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>480,000</b>

**CAPITAL OUTLAY FY 17-18**

Water Line Break Repairs	50,000
Residential Street Repair	250,000
Roto Mill and Overlay Douglas from SE 4th to SE 10th (Additional funding in Fund 65 and Fund 157)	100,000
<b>TOTAL</b>	<b>400,000</b>

**CAPITAL OUTLAY FY 16-17 (EST ACTUAL)**

Water Line Break Repairs	100,320
Residential Street Repair	369,880
Roto Mill & Overlay - S. E. 15th St from Midwest to Oelke (Local Match) Additional Funding in Fund 268, G. O. Bonds, Project 691601)	376,076
Misc City Wide Thermo Stripe Projects	120,705
Pedestrian Crossing - Engineering Only	88,000
Westminster - Reno - 10th	65,021
SE 29th A Harris to Sooner	85,110
Sooner/15th St Improvements	267,618
Railroad Crossing Westminster - Match	25,665
Railroad Crossing Midwest - Match	31,729
Railroad Crossing Douglas - Match	31,455
Railroad Crossing Sooner - Match	28,993
Railroad Crossing 10th St - Match	27,675
15th & Douglas Intersection	317,881
Re-construction of SE 29th St - Midwest to Douglas -Phase I	180,000
<b>TOTAL</b>	<b>2,116,228</b>

FUND: TECHNOLOGY (014)  
DEPARTMENT: GENERAL GOVERNMENT (14)  
DEPARTMENT HEAD: RYAN RUSHING

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	141,271	148,535	148,092	107,763
BENEFITS	40,328	47,420	46,721	38,932
OTHER SERVICES	252,487	356,543	356,543	346,976
CAPITAL OUTLAY	-	40,000	40,000	-
TRANSFERS	601	-	-	-
<b>TOTAL</b>	<b>434,687</b>	<b>592,498</b>	<b>591,356</b>	<b>493,671</b>

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
LICENSES & PERMITS	24,800	19,467	22,467	21,622
CHARGES FOR SERVICES	321,993	300,561	283,772	332,485
FINES & FORFEITURES	28,178	30,312	20,536	24,357
INVESTMENT INTEREST	10,859	11,373	7,690	6,478
MISCELLANEOUS	83	-	-	-
TRANSFERS IN	45,673	52,757	52,757	50,354
<b>TOTAL</b>	<b>431,586</b>	<b>414,470</b>	<b>387,222</b>	<b>435,296</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	481,468	390,458	390,669	481,257
6/30/2015	481,257	431,586	434,687	478,157
6/30/2016	478,157	387,222	591,356	274,023
6/30/2017	274,023	435,296	493,671	215,648

Excludes Capital Outlay (24,684) 5% Reserve  
190,964

FINAL BUDGET 2017-2018

PERSONAL SERVICES	
10-01 SALARY	92,957
10-03 OVERTIME	7,380
10-07 ALLOWANCES	1,560
10-10 LONGEVITY	1,742
10-13 PDO BUYBACK	348
10-14 SICK LEAVE INCENTIVE	900
10-19 ON CALL	2,876
<b>TOTAL PERSONAL SERVICES</b>	<b>107,763</b>

BENEFITS	
15-01 SOCIAL SECURITY	8,244
15-02 RETIREMENT	15,087
15-03 GROUP INSURANCE	9,486
15-06 TRAVEL & SCHOOL	4,370
15-13 LIFE	324
15-14 DENTAL	763
15-20 OVERHEAD HEALTH CARE COST	658
<b>TOTAL BENEFITS</b>	<b>38,932</b>

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	8,336
30-43 HARDWARE/SOFTWARE MAINTENANCE	338,640
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>346,976</b>

**TOTAL DEPARTMENT REQUEST** 493,671

CONTRACTUAL (30-40) FY 17-18

Information Technology Services - As Needed	8,336
<b>TOTAL</b>	<b>8,336</b>

Revenue projections include a proposed fee increase in the Technology fee of \$5 which is estimated to generate \$35,000. The technology fee is currently \$40 and will increase to \$45 under proposal that will be brought to council.

(CONTINUED)

FUND: TECHNOLOGY (014)  
 DEPARTMENT: GENERAL GOVERNMENT (14)  
 DEPARTMENT HEAD: RYAN RUSHING  
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PERMANENT STAFFING	FY 17-18	FY 16-17
Computer Tech	2	2
System Administrator	0	0.8
<b>TOTAL</b>	<b>2</b>	<b>2.8</b>

FY 17-18: Move 80% System Administrator to fund 10-16 IT  
 FY 13-14: Exchanged Computer Tech position for Assistant IT Director. Moved 80% of a Systems Administrator from General Fund 010-1610.  
 FY 12-13: Increase in Computer Tech due to department no longer responsible for Hotel/Conference Center therefore expense had to come back to City.

PERSONNEL  
 POSITIONS SUMMARY:

2008-09 - 1  
 2009-10 - 1.7  
 2010-11 - 1.7  
 2011-12 - 2.7  
 2012-13 - 3  
 2013-14 - 2.8  
 2014-15 - 2.8  
 2015-16 - 2.8  
 2016-17 - 2.8  
 2017-18 - 2

HARDWARE/SOFTWARE MAINTENANCE (30-43) FY 17-18

HTE Software Maintenance	105,223
Tyler	130,798
IBM/VAR Hardware	5,340
IBM 400 Backup LaserVault	1,600
Viruscan	3,000
Check Writer	160
Time System	10,642
Novell	8,550
Vmware	14,000
NetMail	4,375
Whats UP-Gold	4,830
Veeam	2,424
SAN (Data Storage)	18,000
Cisco Smart Net	2,500
HelpSystems Robot Software	1,500
Barracuda	1,898
Agenda Pal	4,800
PC Computer Maintenance	19,000
<b>TOTAL</b>	<b>338,640</b>

CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL ROLLED FORWARD

Network Upgrades	20,000
Equipment	20,000
<b>TOTAL</b>	<b>40,000</b>

**FUND: Technology (14)**  
**DEPARTMENT: Information Technology**

**2017-2018 GOALS AND OBJECTIVES**

**SIGNIFICANT EXPENDITURE CHANGES**

1. There are no significant changes in the Technology Fund budget.

**PROGRAM DESCRIPTION**

The IT Department has responsibility for all functions dealing directly with computer hardware, software, and their connectivity. This includes systems administration, maintenance, and purchases. The department also maintains the local area network (LAN) and the wide area network (WAN) as well as the infrastructure to support it. The department is currently working 35 projects and provides support for 80 virtual servers as well 75 major applications running throughout the City.

1. Implement a public safety radio communications infrastructure.
2. Implement communication links to strategic assets.
3. Upgrade Network SAN and additional network infrastructure.
4. Provide user network security training.
5. Coordinate all purchases of technology related equipment.
6. Provide technical support for application software and hardware.
7. Provide administration, maintenance, and upgrade support for the computer installed base and for the LAN/WAN.
8. Work closely with vendors to upgrade integrated solutions to constantly improve the security of the City computer systems.
9. Work with various departments on 35 City wide projects.

**FUND: STREET LIGHTING FEE - (015)**  
**DEPARTMENT: GENERAL GOVERNMENT (14)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**

**FINAL BUDGET 2017-2018**

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES	-	-	-	50,000
CAPITAL OUTLAY	-	-	-	200,000
<b>TOTAL</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>250,000</b>

<b>OTHER SERVICES AND CHARGES</b>	
30-01 UTILITIES/COMMUNICATION	50,000
<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>50,000</b>

<b>CAPITAL OUTLAY</b>	
40-06 INFRASTRUCTURE - Street Lights	200,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>200,000</b>

**TOTAL DEPARTMENT REQUEST** **250,000**

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	-	450,625	518,861	560,179
INTEREST	-	-	3,352	4,919
<b>TOTAL</b>	<b>-</b>	<b>450,625</b>	<b>522,213</b>	<b>565,098</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2016	-	522,213	-	522,213	6/30/2017 - EST
6/30/2017	522,213	565,098	250,000	837,311	6/30/2018 - EST

**FEE SCHEDULE PER MONTH FY 17-18**

Residential	\$1.75
Commercial	\$7.50
Apartment Complexes (3 or more units)	\$1.00
Mobile/Manufactured Home Parks (per occupied pad)	\$1.00
Mobile/Manufactured Home Parks (with own water meter)	\$1.75

FUND: REIMBURSED PROJECTS (016)  
DEPARTMENT: VARIOUS  
DEPARTMENT HEAD: VARIOUS

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
MATERIALS & SUPPLIES	29,805	68,562	30,667	1,043
OTHER SVCS & CHGS	106,181	318,006	222,120	42,475
CAPITAL OUTLAY	403,184	338,787	338,787	12,382
DEBT SERVICES	50,882	50,882	50,882	50,882
<b>TOTAL</b>	<b>590,053</b>	<b>776,237</b>	<b>642,456</b>	<b>106,782</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTERGOVERNMENTAL	411,261	130,291	125,290	-
CHARGES FOR SERVICES	80,213	88,400	73,850	75,400
MISCELLANEOUS	29,171	25,696	26,126	22,347
INTEREST	17,969	13,712	13,216	11,386
TRANSFERS IN	-	102,769	102,768	-
<b>TOTAL</b>	<b>538,615</b>	<b>360,868</b>	<b>341,250</b>	<b>109,133</b>

**CAPITAL OUTLAY FY 17-18**

Tile for Rig Room - Neighborhoods in Action	12,382
<b>TOTAL</b>	<b>12,382</b>

**FINAL BUDGET 2017-2018**

<b>DEPT. 1410 - GENERAL GOVT (Clock Tower Debt &amp; Utilities at Water Plant)</b>	
<b>OTHER SERVICES &amp; CHARGES</b>	
30-01 UTILITIES	5,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>5,000</b>

<b>DEBT SERVICES (Clock Tower Loan)</b>	
71-02 INTEREST ON NOTES	3,762
73-02 PRINCIPAL ON NOTES	47,120
<b>TOTAL DEBT SERVICES</b>	<b>50,882</b>
<b>TOTAL DIVISION REQUEST</b>	<b>55,882</b>

<b>DEPT. 1510 - NEIGHBORHOOD SVCS</b>	
<b>MATERIALS &amp; SUPPLIES</b>	
20-06 CHRISTMAS BASKET SUPPLIES	1,043
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>1,043</b>

<b>CAPITAL OUTLAY</b>	
40-14 REMODEL	12,382
<b>TOTAL CAPITAL OUTLAY</b>	<b>12,382</b>
<b>TOTAL DIVISION REQUEST</b>	<b>13,425</b>

<b>DEPT. 4820 - CREDIT UNION</b>	
<b>OTHER SERVICES &amp; CHARGES</b>	
30-23 UPKEEP REAL PROPERTY	22,475
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>22,475</b>

<b>TOTAL DIVISION REQUEST</b>	<b>22,475</b>
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<b>DEPT. 6110 - STORMWATER</b>	
<b>OTHER SERVICES &amp; CHARGES</b>	
30-23 UPKEEP REAL PROPERTY	15,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>15,000</b>

<b>TOTAL DIVISION REQUEST</b>	<b>15,000</b>
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<b>TOTAL DEPARTMENT REQUEST</b>	<b>106,782</b>
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(CONTINUED)

FUND: REIMBURSED PROJECTS (016)  
DEPARTMENT: VARIOUS  
DEPARTMENT HEAD: VARIOUS  
PAGE TWO

FUND BALANCE ESTIMATED ACTUAL AT 6-30-17				
DEPT/DIVISION	6/30/16 FUND BALANCE	ESTIMATED REVENUES	ESTIMATED EXPENSES	6/30/17 FUND BALANCE
05 - COMMUNITY DEV.	106,369	83,500	146,773	43,096
06 - PARK & REC	38,262	46,000	82,015	2,247
11 - WEED & SEED	2,105			2,105
15 - NEIGHBORHOOD SVCS	123,768	24,995	29,783	118,980
39 - GRANTS MGMT	9,374	30,000	39,374	-
48 - CREDIT UNION	14,131	5,000	1,656	17,475
55 - SR CENTER	664			664
61 - STORMWATER	75,773	16,883	1,050	91,606
62 - POLICE	43,975		43,975	-
64 - FIRE	95,788	9,790	105,578	-
37 - HOUSING	35,063	648	648	35,063
14 - GENERAL GOV'T	(91,676)	83,718	66,196	(74,154) *
78 - RECREATION	70,408		70,408	-
87 - ECONOMIC	27,500	27,500	55,000	-
UNRESERVED	2,532			2,532
INTEREST	70,272	13,216		83,488
	<b>624,307</b>	<b>341,250</b>	<b>642,456</b>	<b>323,101</b>

FUND BALANCE ESTIMATED ACTUAL AT 6-30-18				
DEPT/DIVISION	6/30/17 FUND BALANCE	ESTIMATED REVENUES	ESTIMATED EXPENSES	6/30/18 FUND BALANCE
05 - COMMUNITY DEV.	43,096			43,096
06 - PARK & REC	2,247			2,247
11 - WEED & SEED	2,105			2,105
15 - NEIGHBORHOOD SVCS	118,980	11,400	13,425	116,955
39 - GRANTS MGMT	-			-
48 - CREDIT UNION	17,475	5,000	22,475	-
55 - SR CENTER	664			664
61 - STORMWATER	91,606	17,347	15,000	93,953
64 - FIRE	-			-
37 - HOUSING	35,063			35,063
14 - GENERAL GOV'T	(74,154)	64,000	55,882	(66,036) *
87 - ECONOMIC	-			-
UNRESERVED	2,532			2,532
INTEREST	83,488	11,386		94,874
	<b>323,101</b>	<b>109,133</b>	<b>106,782</b>	<b>325,452</b>

\*Due to clock tower loan balance of \$96,649.57 at 6/30/17 and \$49,529.79 at 6/30/18

FUND: JUVENILE (025)  
DEPARTMENT: MUNICIPAL COURT  
DEPARTMENT HEAD: TIM LYON

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	
PERSONAL SERVICES	119,841	124,938	124,536	76,687
BENEFITS	38,456	40,692	39,840	26,817
MATERIALS & SUPPLIES	2,195	5,755	5,659	2,066
OTHER SERVICES	893	987	987	1,063
CAPITAL OUTLAY	2,522	1,671	1,671	-
TRANSFERS	429	-	-	-
<b>TOTAL</b>	<b>164,337</b>	<b>174,043</b>	<b>172,693</b>	<b>106,633</b>

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	
FINES & FORFEITURES	106,616	118,247	67,049	86,832
INTEREST	1,618	1,386	454	503
TRANSFER IN (GENERAL)	25,000	42,000	42,000	37,000
<b>TOTAL</b>	<b>133,234</b>	<b>161,633</b>	<b>109,503</b>	<b>124,335</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	111,480	149,023	156,319	104,185
6/30/2015	104,185	133,234	164,337	73,081
6/30/2016	73,081	109,503	172,693	9,891
6/30/2017	9,891	124,335	106,633	27,593
			Excludes Capital Outlay	(5,332)
				5% Reserve
				<u>22,262</u>

PERMANENT STAFFING	FY 17-18	FY 16-17
Court Compliance Coordinator/ Court Clerk	0.25	1
Juvenile Probation Officer	1	1
<b>TOTAL</b>	<b>1.25</b>	<b>2</b>

Court Compliance Coordinator and Court Clerk position were combined in FY 17-18 with Municipal Court (10-12) covering .75 of salary

FINAL BUDGET 2017-2018

PERSONAL SERVICES	
10-01 SALARIES	73,740
10-10 LONGEVITY	1,620
10-13 PDO BUYBACK	427
10-14 SICK LEAVE INCENTIVE	900
<b>TOTAL PERSONAL SERVICES</b>	<b>76,687</b>

BENEFITS	
15-01 SOCIAL SECURITY	5,867
15-02 RETIREMENT	10,736
15-03 GROUP INSURANCE	6,190
15-04 WORKERS COMP INSURANCE	1,309
15-06 TRAVEL & SCHOOL	1,500
15-13 LIFE	202
15-14 DENTAL	602
15-20 OVERHEAD HEALTH CARE COST	411
<b>TOTAL BENEFITS</b>	<b>26,817</b>

MATERIALS & SUPPLIES	
20-41 SUPPLIES	1,000
20-63 FLEET FUEL	344
20-64 FLEET PARTS	212
20-65 FLEET LABOR	510
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>2,066</b>

OTHER SERVICES & CHARGES	
30-43 HARDWARE/SOFTWARE MAINT	693
30-72 MEMBERSHIPS/SUBS	90
30-85 INSURANCE-FIRE & THEFT	280
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>1,063</b>

**TOTAL DEPARTMENT REQUEST** **106,633**

CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL	
Document Imaging System	1,671
<b>Total</b>	<b>1,671</b>

PERSONNEL  
POSITIONS  
SUMMARY:  
2011-12 - 2  
2012-13 - 2  
2014-15 - 2  
2015-16 - 2  
2016-17 - 2  
2017-18 - 1.25



**FUND: JUVENILE (025)**  
**DEPARTMENT: MUNICIPAL COURT**

**SIGNIFICANT EXPENDITURE CHANGES:**

None

**STAFFING/PROGRAMS**

**Juvenile Probation Officer:**

The intent of the Probation Officer is to hold the juveniles referred to the division, via citations from the Police Department, accountable for their delinquent actions, as well as provide resources or assistance to schools and parents of youth not in the system.

The responsibilities of the Probation Officer are to conduct office and field visits on juveniles referred to eligibility for probation.

During these visits, information is gathered on the living arrangements, family structure, school, and other pertinent information regarding the current juvenile and current offense. After all information is gathered, the Probation Officer formulates a probation plan suitable for each juvenile. Monitoring of the juveniles is done at schools, employment, community service sites, office, court, etc.

The Probation Officer works very closely with the various schools, and other agencies that provide services to the juveniles/families. Testimony from the Probation Officer is given in court on juveniles regarding their progress with their probation plans via positive or negative.

**Juvenile Probation Supervisor:**

The intent of the Probation Supervisor is to coordinate and supervise the Juvenile Division and programs utilized to ensure effectiveness in meeting the needs of the community and the goals of the organization. The Probation Supervisor supervises the Juvenile Probation Officer in the performance of duties; assist with overall municipal court operations and needs related to drug testing for both juveniles and adults. The Supervisor maintains monthly statistics showing the activities of juveniles from total number of charges to a breakdown of demographics and types of charges committed.

The Probation Supervisor continuously monitors effectiveness in assessment tools and programs utilized with the juveniles. The main goal is to provide each juvenile an opportunity to change their negative today's into positive tomorrows by introducing alternative options to the life of crime through education, employment, and positive influences/role models.

**PROGRAM DESCRIPTION**

The Juvenile Division consists of a Probation Officer and a Probation Supervisor under the supervision of the City Prosecutor.

The purpose of this division is to provide rehabilitative services to youth and their families through education, community-based programs and referrals and enforcement to decrease incidences of juvenile delinquency.

## **2017-2018 GOALS AND OBJECTIVES**

- Uphold the mission of the Juvenile Division
- Incorporate non-traditional methods; mentoring, counseling, tutoring, supervision, program referrals and community service to eliminate re-offenders.
- Continue to identify, utilize and assess appropriate programs to meet the needs of the youth and their families.
- Create individualized Probation or Diversion plans to address accountability and inspire success.
- Provide appropriate supervision based on risk level.
- Provide resources to address psychological/behavioral needs of youth in our community.
- Share vital information with the criminal justice system to eliminate the habitual offenders. In addition to accessing the JOLTS systems as a "read only" fill.
- Continue to seek and partner with agencies for programs addressing the changing needs of youth as they evolve.
- Continue to assess the juvenile program and services through methods such as, customer surveys, continuous review of referral programs and monitor monthly statistics to identify trends in crimes.
- Attend specialized training for juvenile probation and community supervision in regards to alternatives to incarceration; how to provide quality service with limited resources and funding.

**FUND: POLICE STATE SEIZURES (030)\*  
DEPARTMENT: POLICE (62)  
DEPARTMENT HEAD: BRANDON CLABES**

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	2017-2018
BENEFITS	3,785	4,000	960	4,000
MATERIAL & SUPPLIES	1,190	2,664	2,304	2,375
OTHER SERVICES	2,643	5,700	2,643	5,000
CAPITAL OUTLAY	5,345	5,000	5,000	5,000
<b>TOTAL</b>	<b>12,963</b>	<b>17,364</b>	<b>10,907</b>	<b>16,375</b>

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	2017-2018
FINES & FORFEITURES	15,730	-	28,243	17,670
INVESTMENT INTEREST	985	1,064	942	1,048
<b>TOTAL</b>	<b>16,715</b>	<b>1,064</b>	<b>29,185</b>	<b>18,718</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	32,149	9,984	3,724	38,409
6/30/2015	38,409	16,715	12,963	42,161
6/30/2016	42,161	29,185	10,907	60,439
6/30/2017	60,439	18,718	16,375	62,782

\*This fund can only be used for drug enforcement

**FINAL BUDGET 2017-2018**

<b>BENEFITS</b>	
15-06 TRAVEL & SCHOOL	4,000
<b>TOTAL BENEFITS</b>	<b>4,000</b>

<b>MATERIALS &amp; SUPPLIES</b>	
20-34 MAINTENANCE OF EQUIPMENT	1,425
20-41 SUPPLIES	950
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>2,375</b>

<b>OTHER SERVICES &amp; CHARGES</b>	
30-23 UPKEEP REAL PROPERTY	5,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>5,000</b>

<b>CAPITAL OUTLAY</b>	
40-02 EQUIPMENT	5,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>5,000</b>

<b>TOTAL DEPARTMENT REQUEST</b>	<b>16,375</b>
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**CAPITAL OUTLAY FY 17-18**

Misc Machinery, Furniture, and Equipment	5,000
<b>TOTAL</b>	<b>5,000</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Misc Machinery, Furniture, and Equipment	5,000
<b>TOTAL</b>	<b>5,000</b>

FUND: POLICE SPECIAL PROJECTS (031)  
DEPARTMENT: POLICE (62)  
DEPARTMENT HEAD: BRANDON CLABES

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
MATERIAL & SUPPLIES	451	9,050	3,695	4,600
OTHER SERVICES	4,545	9,000	5,260	5,000
CAPITAL OUTLAY	4,180	5,000	5,000	5,000
<b>TOTAL</b>	<b>9,176</b>	<b>23,050</b>	<b>13,955</b>	<b>14,600</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTEREST	1,156	1,110	1,115	1,171
MISCELLANEOUS	6,067	4,000	32,662	3,893
<b>TOTAL</b>	<b>7,223</b>	<b>5,110</b>	<b>33,777</b>	<b>5,064</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	58,787	6,103	14,678	50,212	6/30/2015
6/30/2015	50,212	7,223	9,176	48,259	6/30/2016
6/30/2016	48,259	33,777	13,955	68,081	6/30/2017 - EST
6/30/2017	68,081	5,064	14,600	58,545	6/30/2018 - EST

FINAL BUDGET 2017-2018

<b>MATERIALS &amp; SUPPLIES</b>	
20-41 SUPPLIES	4,600
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>4,600</b>

<b>OTHER SERVICES AND CHARGES</b>	
31-08 SHOP WITH A COP	4,000
31-41 DONATIONS EXPENSE	1,000
<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>5,000</b>

<b>CAPITAL OUTLAY</b>	
40-02 MACHINERY, FURN, EQUIP	5,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>5,000</b>

<b>TOTAL DEPARTMENT REQUEST</b>	<b>14,600</b>
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CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL

Misc Machinery, Furniture, and Equipment	5,000
<b>TOTAL</b>	<b>5,000</b>

CAPITAL OUTLAY FY 17-18

Misc Machinery, Furniture, and Equipment	5,000
<b>TOTAL</b>	<b>5,000</b>

FUND: POLICE FEDERAL PROJECTS (033)  
DEPARTMENT: POLICE (62)  
DEPARTMENT HEAD: BRANDON CLABES

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
BENEFITS	4,564	12,222	5,750	10,000
MATERIALS & SUPPLIES	1,350	5,000	3,830	5,000
OTHER SERVICES	-	4,500	-	4,500
CAPITAL OUTLAY	1,359	16,651	16,651	5,000
<b>TOTAL</b>	<b>7,273</b>	<b>38,373</b>	<b>26,231</b>	<b>24,500</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTEREST	1,429	1,430	850	709
<b>TOTAL</b>	<b>1,429</b>	<b>1,430</b>	<b>850</b>	<b>709</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	118,190	3,000	28,749	92,441	6/30/2015
6/30/2015	92,441	1,429	7,273	86,597	6/30/2016
6/30/2016	86,597	850	26,231	61,216	6/30/2017 - EST
6/30/2017	61,216	709	24,500	37,425	6/30/2018 - EST

FINAL BUDGET 2017-2018

<b>BENEFITS</b>	
15-06 TRAVEL & SCHOOL	10,000
<b>TOTAL BENEFITS</b>	<b>10,000</b>
<b>MATERIALS &amp; SUPPLIES</b>	
20-34 MAINTENANCE OF EQUIPMENT	2,500
20-41 SUPPLIES	2,500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>5,000</b>
<b>OTHER SERVICES &amp; CHARGES</b>	
30-23 UPKEEP REAL PROPERTY	4,500
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>4,500</b>
<b>CAPITAL OUTLAY</b>	
40-02 MACHINERY, FURN, EQUIP	5,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>5,000</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>24,500</b>

CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL

Misc Machinery, Furniture, and Equipment	16,651
<b>TOTAL</b>	<b>16,651</b>

CAPITAL OUTLAY FY 17-18

Misc Machinery, Furniture, and Equipment	5,000
<b>TOTAL</b>	<b>5,000</b>

FUND: POLICE LAB FEES (034)  
 DEPARTMENT: POLICE (62)  
 DEPARTMENT HEAD: BRANDON CLABES

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
BENEFITS	5,726	5,533	5,425	6,000
MATERIALS AND SUPPLIES	4,352	3,952	3,952	9,000
OTHER SERVICES	2,000	1,900	1,900	1,900
CAPITAL OUTLAY	3,507	1,354	1,354	-
<b>TOTAL</b>	<b>15,586</b>	<b>12,739</b>	<b>12,631</b>	<b>16,900</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
FINES & FORFEITURES	10,130	11,634	10,467	10,390
INTEREST	448	445	305	274
<b>TOTAL</b>	<b>10,578</b>	<b>12,079</b>	<b>10,772</b>	<b>10,664</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	23,242	11,217	12,994	21,465	6/30/2015
6/30/2015	21,465	10,578	15,586	16,457	6/30/2016
6/30/2016	16,457	10,772	12,631	14,598	6/30/2017 - EST
6/30/2017	14,598	10,664	16,900	8,362	6/30/2018 - EST

FINAL BUDGET 2017-2018

BENEFITS	
15-06 TRAVEL & SCHOOL	4,500
15-07 UNIFORMS	1,500
<b>TOTAL BENEFITS</b>	<b>6,000</b>

MATERIALS AND SUPPLIES	
20-34 MAINTENANCE	6,000
20-41 SUPPLIES	3,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>9,000</b>

OTHER SERVICES & CHARGES	
28-10 MAINTENANCE - CRIME LAB	1,900
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>1,900</b>

**TOTAL DEPARTMENT REQUEST** 16,900

CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL	
Stereo Microscope System	1,354
<b>TOTAL</b>	<b>1,354</b>

FUND: EMPLOYEE ACTIVITY FUND (035)  
 DEPARTMENT: MWC ACTIVITIES (38)  
 DEPARTMENT HEAD: CATHERINE WILSON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
MATERIALS AND SUPPLIES	2,536	2,191	2,171	2,300
OTHER SERVICES	6,449	7,279	6,778	7,350
<b>TOTAL</b>	<b>8,985</b>	<b>9,470</b>	<b>8,949</b>	<b>9,650</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTEREST	352	378	317	295
MISCELLANEOUS	2,973	3,263	1,921	2,528
TRANSFERS IN (010)	7,500	7,500	7,500	7,500
<b>TOTAL</b>	<b>10,824</b>	<b>11,141</b>	<b>9,738</b>	<b>10,323</b>

**FINAL BUDGET 2017-2018**

<b>MATERIALS &amp; SUPPLIES</b>	
20-11 SWIM PARTY	200
20-12 CHRISTMAS PARTY	1,950
20-14 LUNCHEON-CHILI	150
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>2,300</b>

<b>OTHER SERVICES &amp; CHARGES</b>	
30-11 SWIM PARTY	200
30-12 CHRISTMAS PARTY	7,150
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>7,350</b>

**TOTAL DEPARTMENT REQUEST** **9,650**

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	12,535	11,240	7,899	15,875	6/30/2015
6/30/2015	15,875	10,824	8,985	17,714	6/30/2016
6/30/2016	17,714	9,738	8,949	18,503	6/30/2017 - EST
6/30/2017	18,503	10,323	9,650	19,176	6/30/2018 - EST

FUND: POLICE - JAIL (036)  
 DEPARTMENT: POLICE (62)  
 DEPARTMENT HEAD: BRANDON CLABES

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
BENEFITS	4,394	4,744	4,744	4,500
MATERIALS AND SUPPLIES	89,907	88,493	83,566	88,600
OTHER SERVICES	32,900	53,230	51,143	51,890
CAPITAL OUTLAY	24,417	4,000	4,000	11,000
<b>TOTAL</b>	<b>151,618</b>	<b>150,467</b>	<b>143,453</b>	<b>155,990</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	52,497	49,153	41,533	45,705
FINES AND FORFEITURES	58,829	68,723	53,019	55,924
MISCELLANEOUS	9	-	-	-
INVESTMENT INTEREST	3,580	3,479	2,463	2,184
<b>TOTAL</b>	<b>114,915</b>	<b>121,355</b>	<b>97,015</b>	<b>103,813</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	197,935	118,699	131,234	185,400	6/30/2015
6/30/2015	185,400	114,915	151,618	148,697	6/30/2016
6/30/2016	148,697	97,015	143,453	102,259	6/30/2017 - EST
6/30/2017	102,259	103,813	155,990	50,082	6/30/2018 - EST

**FINAL BUDGET 2017-2018**

<b>BENEFITS</b>	
15-06 TRAVEL & SCHOOL	500
15-07 UNIFORMS	4,000
<b>TOTAL BENEFITS</b>	<b>4,500</b>

<b>MATERIALS AND SUPPLIES</b>	
20-41 SUPPLIES	13,600
20-52 FEEDING PRISONERS	75,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>88,600</b>

<b>OTHER SERVICES &amp; CHARGES</b>	
30-23 UPKEEP OF REAL PROPERTY	11,000
30-40 CONTRACTUAL	40,890
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>51,890</b>

<b>CAPITAL OUTLAY</b>	
40-02 MACH,FURNITURE & EQUIPMENT	11,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>11,000</b>

**TOTAL DEPARTMENT REQUEST** **155,990**

**CONTRACTUAL (30-40) FY 17-18**

J05 Inmate Phone Cards	11,000
MOU with Mental Health	25,000
Mentalix(Fingerprint system maintenance)	4,890
<b>TOTAL</b>	<b>40,890</b>

**CAPITAL OUTLAY FY 17-18**

Industrial Washer & Dryer	11,000
<b>TOTAL</b>	<b>11,000</b>

**CAPITAL OUTLAY FY 16-17 Estimated Actual**

Computers	4,000
<b>TOTAL</b>	<b>4,000</b>



**FUND: GENERAL (036) Jail**  
**DEPARTMENT: Police**

**SIGNIFICANT EXPENDITURE CHANGES:**

**STAFFING/PROGRAMS**

**PROGRAM DESCRIPTION**

**2017-2018 GOALS AND OBJECTIVES**

**Jail - General**

- Provide all Detention Facility staff with the minimum twenty-four hours of mandated, certified training which shall include defensive tactics training.
- Insure that all Detention Facility staff is state certified on the Intoxilyzer 8000, and maintain yearly certification.
- Insure that all Detention Facility staff is state certified on Live Scan through OSBI and maintain yearly certification.
- Continue to provide housing to contracted agencies which include the Cities of Choctaw, Del City, Forest Park, Harrah, Jones, Nicoma Park, Luther, Rose State, Spencer, Tinker Air Force Base and Moore, Oklahoma.
- Insure the health and safety of inmates and staff through a maintenance program designed to guarantee-needed repairs and replacement of fixtures associated with Detention Facility plumbing.
- To insure that the overall appearance of the Midwest City Police Department and the Jail Facility is maintained by utilizing trustees to keep the facility clean, and the overall grounds of the municipal complex free of litter.
- To insure that trustees are available to assist City employees in keeping up the grounds of the golf course, keeping city streets free of litter, clean up and maintenance of the animal welfare, and assisting city employees in any project to beautify the City. Also will provide trustee labor to clean the Police Department and City Hall in the absence of city janitors.
- To upgrade aging internal audio communication devices throughout the living quarters of the jail and office area.
- To continue to upgrade the security inside the jail by adding additional cameras with audio capability in different areas within the living quarters.

- Support the Jail Diversionary Program and actively identify persons in our facility which may need mental health or substance abuse help.
- Support and assist with moving of inmates who seek to speak to the Chaplain through our Jail Ministry Program.
- Submit via Budget Line item in the 2016-2017 Budget Submission, Video Arraignment Capability to allow prisoners to be arraigned on the charges without leaving the secure confines of our Jail Facility.
- A complete makeover/update of the Jail Facility to include painting, refurbishing, and remodeling within the Jail.
- Secure Federal Grant Funding to transform the Jail Bay into a functioning Sally Port, allowing for the secure handling of prisoners when they are being removed from patrol cars to enter the Jail Facility.

#### **Mental Health/Jail Diversionary Program**

- Reduce recidivism in the Midwest City Jail.
- Provide access to substance abuse/mental health treatment options for inmates and those involved in the justice system.

- Partner with the Oklahoma Department of Mental Health and Substance Abuse and Red Rock Behavior Health Services.
- Provide mental health services and guidance to CIT officers.
- Reduce money spent on jail services and cost by reducing recidivism.
- Provide positive guidance and life changing tools for inmates.

#### **Jail Ministry/Jail Chaplin Program**

- Establish new and useful Chaplin services for the jail.
- Successfully educate and minister to Midwest City Police Jail Inmates.
- Provide counseling and spiritual guidance to Jail Staff and Inmates.
- Partner with Jail Diversionary staff to refer inmates in need of counseling and guidance on life issues.
- Provide separate support and spiritual guidance to jail staff.

- Provide print materials to inmates, flyers and bibles they take with them after release.
- Continue individual counseling on Tues, Thursdays and Saturdays of each week.
- Continue "Church" for inmates each Friday.

FUND: POLICE IMPOUND FEES (37)  
DEPARTMENT: POLICE (62)  
DEPARTMENT HEAD: BRANDON CLABES

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	-	12,719	6,360	12,719
BENEFITS	1,837	18,003	17,517	15,973
MATERIALS & SUPPLIES	-	10,120	10,050	5,000
CAPITAL OUTLAY	22,365	14,032	14,032	-
TRANSFERS OUT	1,400	11,634	11,634	-
<b>TOTAL</b>	<b>25,601</b>	<b>66,508</b>	<b>59,593</b>	<b>33,692</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	73,350	63,829	71,080	72,640
INVESTMENT INTEREST	3,309	3,397	3,045	2,944
<b>TOTAL</b>	<b>76,659</b>	<b>67,226</b>	<b>74,125</b>	<b>75,584</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	37,405	77,259	2,687	111,976	6/30/2015
6/30/2015	111,976	76,659	25,601	163,034	6/30/2016
6/30/2016	163,034	74,125	59,593	177,566	6/30/2017 - EST
6/30/2017	177,566	75,584	33,692	219,458	6/30/2018 - EST

FINAL BUDGET 2017-2018

PERSONAL SERVICES	
10-03 OVERTIME	12,719
<b>TOTAL PERSONAL SERVICES</b>	<b>12,719</b>

BENEFITS	
15-01 SOCIAL SECURITY	973
15-06 TRAVEL & SCHOOL	15,000
<b>TOTAL BENEFITS</b>	<b>15,973</b>

MATERIALS & SUPPLIES	
20-41 SUPPLIES	5,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>5,000</b>

<b>TOTAL DEPARTMENT REQUEST</b>	<b>33,692</b>
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CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL

K-9 Dog	7,135
Rifles/Mounts for Motorcycles	6,897
<b>TOTAL</b>	<b>14,032</b>

FUND: WELCOME CENTER (045)  
 DEPARTMENT: WELCOME CENTER (74)  
 DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	106,472	114,411	112,048	113,285
BENEFITS	30,624	33,340	32,918	34,946
MATERIALS & SUPPLIES	10,232	18,250	17,759	16,200
OTHER SERVICES	21,686	29,800	27,797	34,223
CAPITAL OUTLAY	18,730	33,736	33,736	16,795
TRANSFERS	589	-	-	-
<b>TOTAL</b>	<b>188,334</b>	<b>229,537</b>	<b>224,258</b>	<b>215,449</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INVESTMENT INTEREST	7,602	7,440	6,153	5,519
MISCELLANEOUS	24,986	24,796	22,976	24,619
TRANSFERS IN- (225)	179,126	179,918	174,696	176,103
<b>TOTAL</b>	<b>211,715</b>	<b>212,154</b>	<b>203,825</b>	<b>206,241</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	316,004	209,341	199,857	325,488	6/30/2015
6/30/2015	325,488	211,715	188,334	348,869	6/30/2016
6/30/2016	348,869	203,825	224,258	328,436	6/30/2017 - EST
6/30/2017	328,436	206,241	215,449	319,228	6/30/2018 - EST

Excludes Capital Outlay & Transfers Out (9,933) 5% Reserve  
309,295

FINAL BUDGET 2017-2018

PERSONAL SERVICES	
10-01 SALARIES	71,181
10-02 WAGES	35,000
10-03 OVERTIME	500
10-07 ALLOWANCES	1,840
10-10 LONGEVITY	1,589
10-11 SICK LEAVE BUYBACK	1,358
10-12 VACATION BUYBACK	144
10-13 PDO BUYBACK	548
10-14 SICK LEAVE INCENTIVE	1,125
<b>TOTAL PERSONAL SERVICES</b>	<b>113,285</b>

BENEFITS	
15-01 SOCIAL SECURITY	8,666
15-02 EMPLOYEES' RETIREMENT	10,960
15-03 GROUP INSURANCE	8,745
15-04 WORKER'S COMP INSURANCE	2,748
15-06 TRAVEL & SCHOOL	1,500
15-07 UNIFORMS	500
15-13 LIFE	203
15-14 DENTAL	1,213
15-20 OVERHEAD HEALTH CARE COST	411
<b>TOTAL BENEFITS</b>	<b>34,946</b>

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	600
20-35 SMALL TOOLS & EQUIPMENT	800
20-41 SUPPLIES	3,800
20-44 GIFT SHOP SUPPLIES	11,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>16,200</b>

Note: Transfer in comes from 30% of the distribution of the Hotel / Motel Tax Fund (225)

(CONTINUED)

**FUND: WELCOME CENTER (045)**  
**DEPARTMENT: WELCOME CENTER (74)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
Travel Info Cntr Coordinator	1	1
Facilities Project Supervisor	0.25	0.25
<b>TOTAL</b>	<b>1.25</b>	<b>1.25</b>

PART TIME:	FY 17-18	FY 16-17
Info Cntr Asst	4	4

Added Part-time Info Cntr Asst @ 16 hours per week FY 16-17  
 Eliminated Admin Sec and added Part-time Info Cntr Asst @ 16 hours per week FY 13-14  
 Administrative Sec. - Allocation of 10% FY 12-13  
 .25 Facilities Project Supervisor from 010-09 Street Dept

**CONTRACTUAL (30-40) FY 17-18**

Jan Pro Janitorial Cleaning	3,540
Quarterly Pest Control	400
Window Cleaning (2 x \$725)	1,450
MAC - Monitor Security System (12 x \$18)	216
Firetrol Annual Testing of Fire Alarm	200
Firetrol Annual Inspection of Fire Extinguisher	30
Additional Maintenance/Misc	1,904
<b>TOTAL</b>	<b>7,740</b>

**PERSONNEL POSITIONS SUMMARY:**

2006-07 - 4  
 2007-08 - 3.25  
 2008-09 - 3.67  
 2009-10 - 3.25  
 2010-11 - 3.25  
 2011-12 - 3.25  
 2012-13 - 3.35  
 2013-14 - 4.25  
 2014-15 - 4.25  
 2015-16 - 4.25  
 2016-17 - 5.25  
 2017-18 - 5.25

**OTHER SERVICES & CHARGES**

30-01 UTILITIES & COMMUNICATIONS	8,000
30-23 UPKEEP REAL PROPERTY	7,500
30-40 CONTRACTUAL	7,740
30-43 HARDWARE/SOFTWARE MAINTENANCE	1,293
30-49 CREDIT CARD FEES	1,250
30-72 MEMBERSHIPS & SUBSCRIPTIONS	650
30-81 ADVERTISING/PROMOTION	2,280
30-81 ADVERTISING/PROMOTION (BILLBOARD)	3,000
30-85 INSURANCE	2,510
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>34,223</b>

**CAPITAL OUTLAY**

40-14 REMODEL	16,795
<b>TOTAL CAPITAL OUTLAY</b>	<b>16,795</b>

**TOTAL DEPARTMENT REQUEST**

**215,449**

**CAPITAL OUTLAY FY 17-18**

Replace/Convert Light Fixtures and Bulbs to LED	6,800
Install (6) Dorma Low Energy Handicap Swing Doors	9,995
<b>TOTAL</b>	<b>16,795</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Replace (3) Ergonomic Counter Height Adj Chairs	1,200
Design/Install Security System	5,500
Construction of Doggie Rest Stop	11,850
I-40 Directional Signage	15,015
Replace (1) Computer	171
<b>TOTAL</b>	<b>33,736</b>

**FUND: WELCOME CENTER (045)**  
**DEPARTMENT: WELCOME CENTER (74)**

**SIGNIFICANT EXPENDITURE CHANGES:**

FY 17-18 – Replace/convert remainder of existing light fixture and bulbs to LED; Install security system, POS system and ADA compliance handicap door openers

FY 16-17- Worked with ODOT to correct and replace I-40 directional signage which will ease exiting and navigation for travelers and visitors; created seating area in front lobby.

**STAFFING/PROGRAMS**

The Midwest City Tourism Information Center (TIC) is staffed by a full-time manager, four part-time staff assistants and volunteers. We average 10 to 14 active volunteers that work one or more four (4) hours shifts per week. We also, on occasion, utilize Rose State College interns and students who are seeking community service hours or fulfilling program work hours.

The TIC opened in 1998, and was the first TIC in the state to be operated by an entity other than the State of Oklahoma. The TIC was built by the State on City-owned land, and is operated and maintained by the City under an agreement which governs some aspects of the TIC's operation and maintenance.

**PROGRAM DESCRIPTION**

The Midwest City Tourism Information Center (TIC) displays and distributes travel materials, maps, and brochures provided by the Oklahoma Tourism and Recreation Department (OTRD). The TIC also displays Midwest City information as well. The materials are provided to travelers and guests who visit the TIC and are supplemented by our staff's additional knowledge of attractions and events both locally and throughout the state. The TIC's staff also responds to many requests through phone and email for local and state information.

The TIC records visitor traffic on a daily basis by means of a guest register kept at the front desk, which guests are encouraged to sign. A door counter also tracks the number of visitors to the TIC. The registration book count and the door count are used to compile a State Monthly Report submitted to OTRD as part of the State Marketing Program.

The TIC operates a gift shop featuring "Made in Oklahoma" food products, Oklahoma apparel, along with some fun and affordable Oklahoma-themed souvenirs. A variety of other merchandise is also available for sale such as coffee mugs, post cards, magnets, snacks and cold drinks.

The TIC also operates under the same regulations and guidelines as the other State run TIC's. OTRD marketing efforts for the TIC's are on-going. Marketing efforts include space on the website, location information on the Oklahoma State Map and information about the TIC's in the Oklahoma State Vacation Guide. TIC information has become more accessible through the OTRD website. The website makes it easier for travelers and visitors to locate the TICs on the TIC map provided by the website. Travelers can pin point the location of the TIC on the map and include the TICs in their itinerary while traveling through the State; this will create more opportunity for the TIC staff to promote its community as well as the state attractions and events.

#### **2017-18 GOALS AND OBJECTIVES**

1. Entice visitors and travelers to stay, shop, eat and play in Midwest City by promoting Midwest City hospitality, special events and shopping and dining venues to visitors and travelers while promoting the state and local attractions and events.
2. Promote and develop tourism in Midwest City.
3. Continue ongoing training for staff and volunteers of travel and attractions for the City of Midwest City and the State of Oklahoma.
4. Continue to increase profit from gift shop sales by utilizing effective advertising and social media opportunities. Also adding gifts and souvenirs that are more appealing and affordable to travelers, in addition, placing an emphasis on the reduction of outdated inventory.
5. Promote our 4<sup>th</sup> year of "Cruise in for Coffee", a special, seasonal event near downtown MWC. This free event is for car and motorcycle enthusiasts to meet and socialize the 3<sup>rd</sup> Saturday of each month from 8:00 am to 11:00 am. The event is held at Santa Fe Steakhouse.
6. Partnering with the Convention & Visitor's Bureau, cohosting our 2<sup>nd</sup> annual "Covered in Color" Festival. This April event is held at Charles J. Johnson Town Center Park and includes arts and craft vendors along with a sidewalk chalk competition and special entertainment live from the stage.
7. Implement POS (Point of Sale) software which will be used for gift shop sales, inventory, reporting and pricing; install security cameras; complete LED lighting conversion and add ADA compliance handicap door openers for travelers and guests who are in need of assistance.



FUND: CONVENTION AND VISITOR BUREAU / ECONOMIC DEVELOPMENT (046)  
DEPARTMENT: CONVENTION AND VISITOR BUREAU (07) & ECONOMIC DEVELOPMENT (87)  
DEPARTMENT HEAD: VAUGHN SULLIVAN

FINAL BUDGET 2017-2018

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	147,568	154,478	154,056	158,102
BENEFITS	52,573	59,821	55,586	63,626
MATERIALS & SUPPLIES	592	1,380	1,122	1,380
OTHER SERVICES	83,670	180,971	169,409	129,338
CAPITAL OUTLAY	1,029	6,300	6,300	2,000
TRANSFERS	428	40,000	40,000	-
<b>TOTAL</b>	<b>285,860</b>	<b>442,950</b>	<b>426,473</b>	<b>354,446</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
MISCELLANEOUS	-	-	7,450	-
INTEREST	3,899	3,900	3,745	3,405
TRANSFERS IN	334,369	335,847	326,099	328,726
<b>TOTAL</b>	<b>338,268</b>	<b>339,747</b>	<b>337,294</b>	<b>332,131</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	116,171	390,802	366,948	140,024
6/30/2015	140,024	338,268	285,860	192,432
6/30/2016	192,432	337,294	426,473	103,253
6/30/2017	103,253	332,131	354,446	80,938

Excludes Capital Outlay & Transfers Out (17,622) 5% Reserve  
63,316

CVB - 0710	
<b>PERSONAL SERVICES</b>	
10-01 SALARIES	61,544
10-07 ALLOWANCES	1,680
10-10 LONGEVITY	988
10-13 PDO BUYBACK	474
<b>TOTAL PERSONAL SERVICES</b>	<b>64,686</b>
<b>BENEFITS</b>	
15-01 SOCIAL SECURITY	4,948
15-02 EMPLOYEES' RETIREMENT	9,056
15-03 GROUP INSURANCE	4,743
15-06 TRAVEL & SCHOOL	3,600
15-13 LIFE	162
15-14 DENTAL	382
15-20 OVERHEAD HEALTH CARE COST	329
<b>TOTAL BENEFITS</b>	<b>23,221</b>
<b>MATERIALS &amp; SUPPLIES</b>	
20-41 SUPPLIES	380
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>380</b>
<b>OTHER SERVICES &amp; CHARGES</b>	
30-40 CONTRACTUAL	18,400
30-43 HARDWARE/SOFTWARE MAINTENANCE	346
30-46 CONFERENCE INCENTIVE FUNDS	15,000
30-72 MEMBERSHIP/SUBSCRIPTIONS	1,620
30-81 ADVERTISING / PROMOTION	31,935
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>67,301</b>
<b>CAPITAL OUTLAY</b>	
40-02 EQUIPMENT	2,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>2,000</b>
<b>TOTAL DIVISION REQUEST</b>	<b>157,588</b>

Note: Transfer in comes from 56% of the distribution of the Hotel / Motel Tax Fund (225)

(CONTINUED)

FUND: CONVENTION AND VISITOR BUREAU / ECONOMIC DEVELOPMENT (046)  
 DEPARTMENT: CONVENTION AND VISITOR BUREAU (07) & ECONOMIC DEVELOPMENT (87)  
 DEPARTMENT HEAD: VAUGHN SULLIVAN  
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PERMANENT STAFFING	FY 17-18	FY 16-17
<b>CVB - 0710</b>		
Convention/Tourism Mgr	1	1
<b>TOTAL</b>	<b>1</b>	<b>1</b>
<b>Economic Dev - 8710</b>		
Economic Dev Director	1	1
<b>TOTAL</b>	<b>1</b>	<b>1</b>
<b>TOTAL 0710 &amp; 8710</b>	<b>2</b>	<b>2</b>

Economic Development Director added in FY 14-15

**ADVERTISING & PROMOTION (30-81) DIVISION 0710 FY 17-18**

OTRD State Travel Guide	4,300
FCMA Travel Guide	2,500
Tinker Base Guide & Directory	2,035
Production of 2018 Visitors Guide	13,000
Constant Contact - CVB E-newsletter	800
Graphic Design for Ads	1,200
OTIA Governor's Conference Sponsorship	1,000
OSAE Conference Corporate Sponsorship	1,000
Meeting Planner Guide	1,100
Promotional Items	2,100
Unexpected Advertising/Promotion/Tradesh	2,650
EOCTC Sponsor of Film Event	250
<b>TOTAL</b>	<b>31,935</b>

**CAPITAL OUTLAY FY 17-18 DIVISION 0710**

Desktop Color Printer	2,000
<b>TOTAL</b>	<b>2,000</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

CVB Indoor Signage	600
CVB Outdoor Signage	4,400
Desk Top Ink Jet Printer	500
Chairs for Conference Table	800
<b>TOTAL</b>	<b>6,300</b>

**PERSONNEL POSITIONS SUMMARY:**

2006-07 - 1  
 2007-08 - 1  
 2008-09 - 1.14  
 2009-10 - 1.56  
 2010-11 - 1.56  
 2011-12 - 1.56  
 2012-13 - 1.56  
 2013-14 - 1.56  
 2014-15 - 2.56  
 2015-16 - 2  
 2016-17 - 2  
 2017-18 - 2

**ECONOMIC DEVELOPMENT - 8710**

**PERSONAL SERVICES**

10-01 SALARIES	87,458
10-07 ALLOWANCES	4,380
10-13 PDO BUYBACK	678
10-14 SICK LEAVE INCENTIVE	900
<b>TOTAL PERSONAL SERVICES</b>	<b>93,416</b>

**BENEFITS**

15-01 SOCIAL SECURITY	7,146
15-02 EMPLOYEES' RETIREMENT	13,078
15-03 GROUP INSURANCE	11,840
15-06 TRAVEL & SCHOOL	5,900
15-13 LIFE	162
15-14 DENTAL	1,339
15-20 OVERHEAD HEALTH CARE COST	940
<b>TOTAL BENEFITS</b>	<b>40,406</b>

**MATERIALS & SUPPLIES**

20-41 SUPPLIES	1,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>1,000</b>

**OTHER SERVICES & CHARGES**

30-01 UTILITIES/COMMUNICATIONS	437
30-16 MWC CHAMBER CONTRACT	36,000
30-40 CONTRACTUAL - TIF 50%	20,000
30-72 MEMBERSHIP/SUBSCRIPTIONS	600
30-81 ADVERTISING/PROMOTION	5,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>62,037</b>

**TOTAL DIVISION REQUEST** 196,859

**TOTAL DEPARTMENT REQUEST** 354,446

**CONTRACTUAL (30-40) DIVISION 0710 FY 17-18**

Vann & Associates (Web Hosting, Social Media Services)	10,200
Certified Folder Display	4,700
OK Tourism & Rec Dept	3,500
<b>TOTAL</b>	<b>18,400</b>

**CONTRACTUAL (30-40) DIVISION 8710 FY 17-18**

TIF - 50%	20,000
<b>TOTAL</b>	<b>20,000</b>

**FUND: GENERAL (046)**

**DEPARTMENT: Convention & Visitors (07)**

**SIGNIFICANT EXPENDITURE CHANGES:**

None

**STAFFING/PROGRAMS**

The operations of Midwest City Convention & Visitors Bureau is located in the Midwest City Welcome / Travel Information Center at 7200 S.E 29<sup>th</sup> Street. The CVB will also have access to work area at the Reed Conference Center to service convention groups.

**PROGRAM DESCRIPTION**

The mission of Convention & Visitors Bureau is to stimulate Midwest City's economic vitality through tourism by positioning and selling the community in partnership with public and private sectors as a premier destination for conventions, tradeshow, corporate meetings, group tours, and multi-night sporting events/tournaments. In addition, the CVB works to promote and market Midwest City as a special events destination to the tourism audience. In pursuit of its mission, the CVB generates increased visitor spending for the overall business community through creative marketing programs, attractive incentive packages and a variety of 'budget relieving' complimentary services to groups. The Bureau works within the community to develop and maintain progressive relationships, while serving as a reliable and credible source for the Midwest City tourism industry.

**MARKETING**

In an effort to solicit and serve meeting planners and event coordinators, the Convention & Visitors Bureau creates, produces and arranges for mass distribution of the Midwest City Visitors Guide. The 8.5 X 11 double-sided full color reference tool outlines Midwest City meeting facilities, hotels, points of interest, and amenities. The up-to-date meeting facility listings, hotel accommodations, special event descriptions, and current community photos provide an attractive overview of all Midwest City has to offer. The Midwest City visitors guide is available statewide at all Oklahoma Welcome Centers and through Certified Folder displays. As well as, via the internet through Oklahoma Tourism and Recreation Department, Frontier Country Marketing Association and directly through the [visitmidwestcity.com](http://visitmidwestcity.com) website.

Welcome bags containing the guide and other promotional items are also available upon request to qualified conference groups.

**CONFERENCE INCENTIVE FUNDS**

Conference incentive funds are utilized to present attractive sponsorship opportunities for decision makers to choose Midwest City as their destination meeting place. The incentive funds offer budget relieving opportunities for costly items such as marketing, incidentals, transportation or other various unplanned expenses that arise during the venue evaluation, planning stages, or the event execution process. The strategy of offering supplemental funding is particularly significant when alternate cities or venues are also under consideration. Applying organizations will be required to qualify for the funding assistance based upon an economic impact assessment

that includes room night revenue, catering revenue, hotel occupancy tax, local sales tax, market segment, rebooking probability, and potential industry prospects. Throughout the evaluation process, it is the goal of the CVB to ensure the City of Midwest City is featured as a highlighted sponsor by negotiating benefits such as endorsement in printed collateral, viral marketing, social media, audio visual presentations, complimentary tradeshow space, branded logo signage and verbal recognition.

### **MEETING PLANNERS, SPORTS AFFILIATES AND MARKETING ASSOCIATIONS**

The CVB will maintain membership in OSAE (Oklahoma Society of Association Executives) for the opportunity to have a monthly interaction with meeting planners who represent various associations throughout the state. Attending local luncheons hosted by these organizations provides a means of networking between suppliers and meeting planners and is crucial to stay connected within the industry. As a member benefit, the CVB will exhibit at OSAE's Annual Conference to gain exposure to Midwest City's hotels and all available meeting space to a captured audience. Participating as an active sponsoring partner with organizations provides many cost effective benefits such as quarterly ads and sponsor recognitions in e-newsletters, sponsor signage and identification at monthly meetings, annual conferences, and on organization web sites, as well as one paid registration to the annual conference. The CVB will also continue to meet every other month on a membership fee free basis with fellow Convention & Visitors Bureaus from across the

state to stay abreast of new industry trends, share marketing and tourism ideas, and gain insights on various industry-related business segments.

The CVB coordinates visits and form relationships with local sports community partners and tournament hosts to educate them on the services and support provided by the CVB.

The CVB supports the efforts of OTIA (Oklahoma Travel Industry Association) in providing tourism education and lobby on behalf of the tourism industry as well as participates in State's tourism promotion campaign through the Oklahoma Tourism and Recreation Department (OTRD).

Involvement with meeting planner and tourism organizations not only reinforces Midwest City's commitment to eagerly support and serve businesses who actively participate in the local meetings market, but provides a means to cross promote Midwest City as destination and aids in tracking tourism dollars. In an effort to further promote these ideals, the CVB will continue to foster relationships with all Midwest City hoteliers in the hospitality district by organizing and conducting bi-monthly meetings or as needed based upon group visitor business

### **2017-2018 GOALS AND OBJECTIVES**

1. Continue to maintain current relationships and will reach out to new conference meeting planners through a variety of networking opportunities and industry membership affiliations.

2. The CVB will conduct sales calls within the public and private sectors to encourage and promote visitation to Midwest City that will increase hotel occupancy tax and local sales tax.
3. The CVB will continue to explore value in advertising through publications that are designed specifically for meeting planners, tour operators, and targets corporate and leisure travelers.
4. The CVB Continue to cultivate a professional working relationship with the Sheraton/Reed Conference Center sales staff to solicit new conference business that produces overflow guestrooms to other Midwest City hotel properties. The CVB will actively participate with the sales team in sales blitzes to help realize the aforementioned new business and develop new meeting planner relationships.
5. The CVB will create a one-page, full color double sided 8.5 x 11 sales collateral piece that can be easily handled by prospective visitors and meeting planners. This more 'cost efficient' one-page piece will be used on sales calls in lieu of the more detailed visitors guide.
6. The CVB will continue to groom a partnership with the OKC CVB for major city wide events that require hotel accommodations beyond the downtown OKC inventory.
7. The CVB will continue its Social Media campaign garnered through a contractual agreement with Vann & Associates who will continue to provide Facebook,

YouTube, Twitter services, and website updates.

8. The CVB will continue to remain up-to-date on industry changes and current events with a focus on developing strategies that will increase spending throughout the community, streamline revenue opportunities and create brand imaging for the city.

**FUND: CONVENTION & TOURISM BUREAU/ECONOMIC DEVELOPMENT (046)  
DEPARTMENT: ECONOMIC DEVELOPMENT (87)**

**SIGNIFICANT EXPENDITURE CHANGES:**

Tax Increment Finance District

**STAFFING/PROGRAMS**

The city's economic development efforts are spearheaded by one (1) full-time director under general guidance of the City Manager. The incumbent performs administrative, technical and analytical work in assisting with the solicitation, attraction, and expansion of new and existing retail, mixed use, and industrial development. This position also supports efforts to retain existing businesses to provide for the sound growth of the city's tax base and for the economic stability of the community. He works in partnership with other employee, departments/divisions, external entities, and the public in delivering effective and innovative services.

**PROGRAM DESCRIPTION**

The 2008 Comprehensive Plan (P. 8 – 2) established a number of goals and objectives for the City of Midwest City's economic development efforts. Some of the targets specifically affected by the proposed budget include, but are not limited to:

**Promoting the creation of primary jobs** (defined as jobs that export goods and services outside the region and in turn bring money into the local/regional economy).  
With the completion of the Soldier Creek Industrial Park we are finally at point where building permits can be issued and we can increase our

efforts to promote the park and to engage the Oklahoma Department of Commerce and private site selectors towards placing tenants in the park.

**Increasing the amount of high paying jobs within the city**

Economic development officials are working hand-in-hand with representatives from Rose State College and the defense industry to pursue highly technical jobs that may be spun off from Tinker AFB.

**Developing a business target list.**

The director of economic development maintains a strategic target list based upon existing market deficiencies and consumer demand.

**Developing a business retention strategy.**

The Midwest City Chamber of Commerce and the department work together to solve problems and to serve the needs of our existing business community. This is done through surveys, individual contacts and business assistance visits.

In FY 2017 – 2018 we will continue to concentrate on retail and restaurant opportunities and in filling vacancies in our older commercial corridors and in venues such as Heritage Park Mall, Town & Country Shopping Center and the Uptown Center amongst others. We will also increase our involvement in recruiting light industrialist in hopes of creating more jobs that may possibly add new residents.

FUND: EMERGENCY OPERATIONS (070)  
DEPARTMENT: EMERG OPERATION FUND (21)  
DEPARTMENT HEAD: MIKE BOWER

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	285,157	294,748	294,185	320,194
BENEFITS	53,566	67,300	67,253	73,845
MATERIALS & SUPPLIES	3,019	3,417	2,538	3,543
OTHER SERVICES	19,972	20,477	19,930	21,064
CAPITAL OUTLAY	86,678	82,970	82,970	26,900
TRANSFERS OUT	46,209	47,957	47,957	50,354
<b>TOTAL</b>	<b>494,601</b>	<b>516,869</b>	<b>514,833</b>	<b>495,900</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TAXES	352,992	353,011	343,165	345,951
INVESTMENT INTEREST	16,667	16,362	11,364	10,423
CHARGES FOR SERVICES	27,250	27,250	27,250	27,250
TRANSFERS IN - Fund 143	15,000	37,500	37,500	15,000
<b>TOTAL</b>	<b>411,909</b>	<b>434,123</b>	<b>419,279</b>	<b>398,624</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	765,772	410,966	435,988	740,750
6/30/2015	740,750	411,909	494,601	658,058
6/30/2016	658,058	419,279	514,833	562,504
6/30/2017	562,504	398,624	495,900	465,228

Excludes Capital Outlay & Transfers Out (20,932) 5% Reserve  
444,296

FINAL BUDGET 2017-2018

PERSONAL SERVICES	
10-01 SALARIES	234,966
10-03 OVERTIME	46,000
10-04 ADDITIONAL PAY	14,729
10-07 ALLOWANCES	3,991
10-10 LONGEVITY	6,933
10-11 SL BUYBACKS	4,260
10-12 VL BUYBACKS	2,061
10-13 PDO BUYBACKS	3,774
10-14 SICK LEAVE INCENTIVE	2,250
10-19 ON CALL	730
10-27 SHIFT DIFFERENTIAL	500
<b>TOTAL PERSONAL SERVICES</b>	<b>320,194</b>

BENEFITS	
15-01 SOCIAL SECURITY	24,495
15-02 EMPLOYEE'S RETIREMENT	30,098
15-03 GROUP INSURANCE	15,912
15-13 LIFE	405
15-14 DENTAL	1,336
15-20 OVERHEAD HEALTH CARE COST	1,599
<b>TOTAL BENEFITS</b>	<b>73,845</b>

MATERIALS AND SUPPLIES	
20-63 FLEET FUEL	21
20-64 FLEET PARTS	1,743
20-65 FLEET LABOR	1,779
<b>TOTAL MATERIALS AND SUPPLIES</b>	<b>3,543</b>

OTHER SERVICES AND CHARGES	
30-02 SMALL TOOLS AND EQUIPMENT	1,000
30-21 SURPLUS PROPERTY	1,299
30-24 MAINTENANCE OF EQUIPMENT	3,949
30-43 HARDWARE/SOFTWARE MAINTENANCE	14,500
30-86 AUDIT	316
<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>21,064</b>

(CONTINUED)

**FUND: EMERGENCY OPERATIONS (070)**  
**DEPARTMENT: EMERG OPERATION FUND (21)**  
**DEPARTMENT HEAD: MIKE BOWER**  
**PAGE TWO**

<u>PERMANENT STAFFING</u>	<u>FY 17-18</u>	<u>FY 16-17</u>
EOC Manager	1	1
Communication Spec II	1.5	1.5
Communications Coordinato	0.27	0
<b>TOTAL</b>	<b>2.77</b>	<b>2.5</b>

.27 Comm Coord from Fund 040 FY 17-18  
 1 Comm Spec II to Fund 70 FY 10-11  
 .50 Comm Spec II to Fund 70 FY 11-12

**PERSONNEL  
 POSITIONS  
 SUMMARY:**

2006-07 - .5  
 2007-08 - 1  
 2008-09 - 1  
 2009-10 - 1  
 2010-11 - 2  
 2011-12 - 2.5  
 2012-13 - 2.5  
 2013-14 - 2.5  
 2014-15 - 2.5  
 2015-16 - 2.5  
 2016-17 - 2.5  
 2017-18 - 2.77

<b>CAPITAL OUTLAY</b>	
40-02 FIXTURES, FURNITURE, EQUIPMENT	26,000
40-14 REMODEL	900
<b>TOTAL CAPITAL OUTLAY</b>	<b>26,900</b>

<b>TRANSFERS OUT</b>	
80-14 TRANSFERS OUT (TECHNOLOGY FUND 14)	50,354
<b>TOTAL TRANSFERS OUT</b>	<b>50,354</b>

**TOTAL DEPARTMENT REQUEST** 495,900

**CAPITAL OUTLAY FY 17-18**

Update Furniture Console in Dispatch Center	6,000
Portable Radios for Dispatch/EOC	20,000
Emergency Lighting for Dispatch/EOC Center	900
<b>TOTAL</b>	<b>26,900</b>

**CAPITAL OUTLAY FY 16-17 Estimated Actual**

Ten (10) Mobile Radios	16,000
Upgrade Zetron Module	18,865
Repeater Controller	5,000
IP Siteconnect Interface	10,000
One (1) LG Monitor for Each Workstation	105
GPS Frequency	17,000
10 Channel Radio Transmitter	16,000
<b>TOTAL</b>	<b>82,970</b>



FUND: ACTIVITY (115)  
DEPARTMENT: RECREATION (78)  
DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	10,797	14,785	13,256	14,800
BENEFITS	826	1,132	1,002	1,132
MATERIALS & SUPPLIES	66,023	81,725	59,842	69,550
OTHER SERVICES	62,240	93,225	81,369	87,700
CAPITAL OUTLAY	70,164	-	-	43,815
TRANSFERS OUT	107	-	-	-
<b>TOTAL</b>	<b>210,156</b>	<b>190,867</b>	<b>155,469</b>	<b>216,997</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	78,102	76,061	63,593	68,451
INTEREST	6,360	6,390	4,947	4,733
MISCELLANEOUS	91,314	84,038	98,318	92,096
TRANSFER IN/PARK 123	-	25,000	25,000	-
<b>TOTAL</b>	<b>175,776</b>	<b>191,489</b>	<b>191,858</b>	<b>165,280</b>

PART TIME:	FY 17-18	FY 16-17
Softball Maintenance	1	1

FINAL BUDGET 2017-2018

2315 - Holiday Lights	
PERSONAL SERVICES	
10-02 WAGES	2,700
<b>TOTAL PERSONAL SERVICES</b>	<b>2,700</b>

BENEFITS	
15-01 SOCIAL SECURITY	207
<b>TOTAL BENEFITS</b>	<b>207</b>

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	1,500
20-41 SUPPLIES	12,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>13,500</b>

OTHER SERVICES & CHARGES	
30-01 UTILITIES/COMMUNICATIONS	7,500
30-40 CONTRACTUAL	7,000
30-41 CONTRACT LABOR	11,000
30-81 ADVERTISING - PROMOTION	9,000
30-82 REVENUE SHARING COSTS	1,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>35,500</b>

<b>TOTAL DIVISION REQUEST</b>	<b>51,907</b>
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2320 - Night Light Run	
MATERIALS & SUPPLIES	
20-41 SUPPLIES	5,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>5,000</b>

OTHER SERVICES & CHARGES	
30-41 CONTRACT LABOR	2,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>2,000</b>

<b>TOTAL DIVISION REQUEST</b>	<b>7,000</b>
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(CONTINUED)

FUND: ACTIVITY (115)  
DEPARTMENT: RECREATION (78)  
DEPARTMENT HEAD: VAUGHN SULLIVAN  
PAGE TWO

FUND BALANCE ESTIMATED ACTUAL AT 6-30-17				
DEPT/DIVISION	6/30/16 FUND BALANCE	ESTIMATED REVENUES	ESTIMATED EXPENSES	6/30/17 FUND BALANCE
7810 - SOFTBALL	20,228	34,508	29,818	24,918
7812 - BASEBALL	358	-	-	358
7813 - PAVILIONS	106,142	25,423	19,695	111,870
7814 - PARK FACILITIES	1,677	17,138	-	18,815
7815 - MISC PROGRAMS	34,137	24,242	32,659	25,720
7816/910 - NATURE TRAIL	933	365	141	1,157
7817 - TREE BOARD	38,117	-	1,978	36,139
7819 - ART BOARD	1,628	-	-	1,628
7820 - SPECIAL EVENTS	300	-	-	300
7822 - RENAISSANCE RUN	9,831	7,217	10,788	6,260
2315 - HOLIDAY LIGHTS	599	80,392	53,923	27,068
2320 - NIGHT LIGHT RUN	13,295	1,388	6,468	8,215
2325 - DOG PARKS	1,970	730	-	2,700
UNDESIGNATED-INTEREST	40,493	455	-	40,948
	<b>269,707</b>	<b>191,858</b>	<b>155,470</b>	<b>306,095</b>

FUND BALANCE ESTIMATED ACTUAL AT 6-30-18				
DEPT/DIVISION	6/30/17 FUND BALANCE	ESTIMATED REVENUES	ESTIMATED EXPENSES	6/30/18 FUND BALANCE
7810 - SOFTBALL	24,918	35,354	34,776	25,496
7812 - BASEBALL	358	-	-	358
7813 - PAVILIONS	111,870	24,768	52,700	83,938
7814 - PARK FACILITIES	18,815	15,527	18,815	15,527
7815 - MISC PROGRAMS	25,720	23,373	35,000	14,093
7816/910 - NATURE TRAIL	1,157	523	500	1,180
7817 - TREE BOARD	36,139	-	5,000	31,139
7819 - ART BOARD	1,628	-	-	1,628
7820 - SPECIAL EVENTS	300	-	-	300
7822 - RENAISSANCE RUN	6,260	5,040	11,300	0
2315 - HOLIDAY LIGHTS	27,068	51,278	51,907	26,439
2320 - NIGHT LIGHT RUN	8,215	4,000	7,000	5,215
2325 - DOG PARKS	2,700	683	-	3,383
UNDESIGNATED-INTEREST	40,948	4,733	-	45,681
	<b>306,095</b>	<b>165,279</b>	<b>216,998</b>	<b>254,376</b>

7810 - Softball	
<b>PERSONAL SERVICES</b>	
10-02 WAGES	12,000
10-03 OVERTIME	100
<b>TOTAL PERSONAL SERVICES</b>	<b>12,100</b>
<b>BENEFITS</b>	
15-01 SOCIAL SECURITY	926
<b>TOTAL BENEFITS</b>	<b>926</b>
<b>MATERIALS &amp; SUPPLIES</b>	
20-41 SUPPLIES	15,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>15,000</b>
<b>OTHER SERVICES &amp; CHARGES</b>	
30-01 UTILITIES/COMMUNICATIONS	2,500
30-18 REFUNDS	250
30-23 UPKEEP REAL PROPERTY	1,000
30-40 CONTRACTUAL	3,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>6,750</b>
<b>TOTAL DIVISION REQUEST</b>	<b>34,776</b>

7813 - Pavilions	
<b>OTHER SERVICES &amp; CHARGES</b>	
30-18 REFUNDS	700
30-23 UPKEEP REAL PROPERTY	12,000
30-40 CONTRACTUAL	15,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>27,700</b>
<b>CAPITAL OUTLAY</b>	
40-02 EQUIP - SEC. CAMERAS J BARNES PARK	25,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>25,000</b>
<b>TOTAL DIVISION REQUEST</b>	<b>52,700</b>

7814 - Park Facilities	
<b>CAPITAL OUTLAY</b>	
40-06 INFRASTRUCTURE - J BARNES TRAIL PH 2	18,815
<b>TOTAL CAPITAL OUTLAY</b>	<b>18,815</b>
<b>TOTAL DIVISION REQUEST</b>	<b>18,815</b>

(CONTINUED)

FUND: ACTIVITY (115)  
 DEPARTMENT: RECREATION (78)  
 DEPARTMENT HEAD: VAUGHN SULLIVAN  
 PAGE THREE

**CONTRACTUAL (30-40) DIVISION 2315 FY 17-18**

Lifts/Traffic Consultation HLS	7,000
<b>TOTAL</b>	<b>7,000</b>

**CONTRACTUAL (30-40) DIVISION 7810 FY 17-18**

Scheduling/Sanction Fees/Polygraphs for Softball Program	3,000
<b>TOTAL</b>	<b>3,000</b>

**CONTRACTUAL (30-40) DIVISION 7813 FY 17-18**

Pavilion Cleaning	15,000
<b>TOTAL</b>	<b>15,000</b>

**CONTRACTUAL (30-40) DIVISION 7815 FY 17-18**

Instructors for Rec Classes	5,000
<b>TOTAL</b>	<b>5,000</b>

**CONTRACTUAL (30-40) DIVISION 7822 FY 17-18**

Race Organizer for Renaissance Run	2,000
<b>TOTAL</b>	<b>2,000</b>

**7815 - Miscellaneous Programs**

<b>MATERIALS &amp; SUPPLIES</b>	
20-01 MISCELLANEOUS	4,000
20-42 TRICK OR TREAT	11,000
20-43 RECREATION CLASSES	100
20-47 DANCE & TUMBLING	500
20-49 KIDS TRIATHALON	1,000
20-54 FISHING CLINIC	50
20-57 FLAG FOOTBALL	1,500
20-58 FATHER-DAUGHTER DANCE	11,100
20-68 MOM/SON BEACH PARTY	500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>29,750</b>
<b>OTHER SERVICES &amp; CHARGES</b>	
30-18 REFUNDS	250
30-40 CONTRACTUAL - Instructors	5,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>5,250</b>
<b>TOTAL DIVISION REQUEST</b>	<b>35,000</b>

**7816 - Nature Trails**

<b>MATERIALS &amp; SUPPLIES</b>	
20-41 SUPPLIES	500
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>500</b>
<b>TOTAL DIVISION REQUEST</b>	<b>500</b>

**7817 - Tree Board**

<b>OTHER SERVICES &amp; CHARGES</b>	
20-07 TREES	5,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>5,000</b>
<b>TOTAL DIVISION REQUEST</b>	<b>5,000</b>

(CONTINUED)

FUND: ACTIVITY (115)  
DEPARTMENT: RECREATION (78)  
DEPARTMENT HEAD: VAUGHN SULLIVAN  
PAGE FOUR

<u>7822 - Renaissance Run</u>	
MATERIALS & SUPPLIES	
20-41 SUPPLIES	5,800
TOTAL MATERIALS & SUPPLIES	<u>5,800</u>
OTHER SERVICES & CHARGES	
30-09 RENAISSANCE RUN GRANTS	3,500
30-40 CONTRACTUAL	2,000
TOTAL OTHER SERVICES & CHARGES	<u>5,500</u>
TOTAL DIVISION REQUEST	<u>11,300</u>
TOTAL DEPARTMENT REQUEST	<u>216,997</u>

FUND: PARK & RECREATION PROJECTS (123)  
DEPARTMENT: MWC PARKS & REC (06) & (23)  
DEPARTMENT HEAD: VAUGHN SULLIVAN

FINAL BUDGET 2017-2018

EXPENDITURES	AMENDED		ESTIMATED	
	ACTUAL 2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	62,529	56,143	56,135	57,652
BENEFITS	20,306	24,650	21,655	25,396
MATERIALS & SUPPLIES	8,258	5,000	4,339	5,000
OTHER SERVICES	224,978	339,574	310,369	310,424
CAPITAL OUTLAY	81,104	297,927	297,927	174,685
TRANSFERS OUT	647	25,000	25,000	-
<b>TOTAL</b>	<b>397,821</b>	<b>748,294</b>	<b>715,425</b>	<b>573,157</b>

REVENUES	AMENDED		ESTIMATED	
	ACTUAL 2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
TAXES	435,792	435,815	423,660	427,099
CHARGES FOR SERVICES	-	6,500	-	-
INTEREST	11,268	11,710	11,646	11,313
MISCELLANEOUS	41,534	15,000	34,462	30,000
ASSET RETIREMENT	-	3,956	3,955	-
TRANSFERS IN	83,592	83,962	81,525	82,181
<b>TOTAL</b>	<b>572,186</b>	<b>556,943</b>	<b>555,248</b>	<b>550,593</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	345,148	526,806	493,568	378,386	06/30/15
6/30/2015	378,386	572,186	397,821	552,751	06/30/16
6/30/2016	552,751	555,248	715,425	392,574	06/30/17 - EST
6/30/2017	392,574	550,593	573,157	370,010	06/30/18 - EST

PARK AND RECREATIONS (06)	
<b>PERSONAL SERVICES</b>	
10-01 SALARIES	52,937
10-07 ALLOWANCES	1,676
10-10 LONGEVITY	1,165
10-11 SL BUYBACK	562
10-12 VL BUYBACK	611
10-13 PDO BUYBACK	408
10-14 SICK LEAVE INCENTIVE	293
<b>TOTAL PERSONAL SERVICES</b>	<b>57,652</b>
<b>BENEFITS</b>	
15-01 SOCIAL SECURITY	4,410
15-02 EMPLOYEES' RETIREMENT	8,071
15-03 GROUP INSURANCE	5,935
15-06 TRAVEL & SCHOOL	6,000
15-13 LIFE	124
15-14 DENTAL	603
15-20 OVERHEAD HEALTH CARE COST	252
<b>TOTAL BENEFITS</b>	<b>25,396</b>
<b>MATERIALS &amp; SUPPLIES</b>	
20-41 SUPPLIES	5,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>5,000</b>
<b>OTHER SERVICES &amp; CHARGES</b>	
30-01 UTILITIES/COMMS	55,000
30-21 SURPLUS PROPERTY	467
30-23 UPKEEP REAL PROPERTY	30,000
30-40 CONTRACTUAL	25,000
30-81 ADVERTISING - PROMOTION	50,067
30-86 AUDIT	390
30-91 SPECIAL EVENTS	139,500
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>300,424</b>

Note: Transfer in comes from 14% of the distribution of the Hotel / Motel Tax Fund (225)

(CONTINUED)

**FUND: PARK & RECREATION PROJECTS (123)**  
**DEPARTMENT: MWC PARKS & REC (06) & (23)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
Park & Rec Supervisor	0.325	0.33
Special Events & Marketing Mgr	0.44	0.44
<b>TOTAL</b>	<b>0.765</b>	<b>0.77</b>

**PERSONNEL POSITIONS SUMMARY:**

- 2006-07 - 0
- 2007-08 - .33
- 2008-09 - .77
- 2009-10 - .77
- 2010-11 - 1.08
- 2011-12 - 1.02
- 2012-13 - 1.02
- 2013-14 - 1.02
- 2014-15 - 1.02
- 2015-16 - .77
- 2016-17 - .77
- 2017-18 - .765

**CAPITAL OUTLAY FY 17-18**

Spirit Trail System Way Finding Signage	10,000
Joe Barnes Trail Leg in Regional Park - 2nd year funding	26,185
Restroom Funding for Optimist Park - 1st year funding	40,000
Bomber Room Patio Renovation	5,000
(10) 6' Tables Community Ctr	4,000
(15) Golf Carts	60,000
Computer - Community Ctr	1,500
(2) Computers - Sr. Ctr	3,000
TAP Project Surplus Bridges for Regional and Tom Poore - 1st year funding	25,000
<b>TOTAL</b>	<b>174,685</b>

**SPECIAL EVENTS (30-91)**

PROJECT	
Pow Wow	061810 1,200
Tribute to Liberty	061811 29,800
Veterans Day Parade	061812 8,000
New Friday Event	061813 6,500
Made in Oklahoma	061814 59,000
Mid America Street Fest	061815 31,000
Other Special Events	061816 4,000
<b>TOTAL</b>	<b>139,500</b>

**CAPITAL OUTLAY**

40-02 EQUIPMENT	64,000
40-06 INFRASTRUCTURE	51,185
40-07 BUILDING	40,000
40-14 REMODEL	5,000
40-15 IOB	10,000
40-49 COMPUTERS	4,500
<b>TOTAL CAPITAL OUTLAY</b>	<b>174,685</b>

**TOTAL DEPARTMENT REQUEST 563,157**

**PARK PLAY (23)**

**OTHER SERVICES & CHARGES**

30-40 CONTRACTUAL - STEAM CAMP	10,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>10,000</b>

**TOTAL DEPARTMENT REQUEST 10,000**

**TOTAL FUND REQUEST 573,157**

**CAPITAL OUTLAY FY 16-17 Estimated Actual**

Repave Soldier Creek	1,087
Pavilion/Restroom	40,000
Tennis/Bball Court Restrooms	40,000
Parking Lot Exp Barnes PA	6,084
Optimist Park Phase 1	50,000
Joe Barnes Trail 1st	45,000
Park Land Acquisition	40,000
Copier	3,956
I-Pads	800
2 Outdoor Heaters	5,000
Festival Mgmt Software	3,000
(10) 6' Tables	3,200
Optimist Park - Phase 2	50,000
(2) Lifeguard Chairs	6,800
(4) Security Cameras	3,000
<b>TOTAL</b>	<b>297,927</b>

**CONTRACTUAL (30-40) FY 17-18**

Cleaning of Basketball Courts (06)	3,000
Tree Maintenance (06)	6,000
Electrical Repairs (06)	2,000
Parks Portapotties (06)	4,000
Playground Maintenance (06)	10,000
STEAM Camp (23)	10,000
<b>TOTAL</b>	<b>35,000</b>

**FUND: CDBG (141)  
DEPARTMENT: GRANTS MANAGEMENT  
DEPARTMENT HEAD: TERRI CRAFT  
NON-FISCAL FUND**

<b>EXPENDITURES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
PERSONAL SERVICES	199,761	208,223	208,041	215,990
BENEFITS	80,631	87,171	86,030	90,922
MATERIALS & SUPPLIES	25	500	494	400
OTHER SERVICES	2,933	2,991	2,991	2,950
GRANT ACTIVITY	173,329	453,263	189,934	201,324
CAPITAL OUTLAY	537	-	-	1,000
TRANSFERS	621	9,130	9,130	-
<b>TOTAL</b>	<b>457,837</b>	<b>761,278</b>	<b>496,620</b>	<b>512,586</b>

<b>REVENUES</b>	<b>ACTUAL 2015-2016</b>	<b>AMENDED BUDGET 2016-2017</b>	<b>ESTIMATED ACTUAL 2016-2017</b>	<b>BUDGET 2017-2018</b>
INTERGOVERNMENTAL	310,712	370,552	329,416	349,946
TRANSFER IN	147,126	158,583	158,375	162,640
<b>TOTAL</b>	<b>457,837</b>	<b>529,135</b>	<b>487,791</b>	<b>512,586</b>

<b>BUDGETARY FUND BALANCE:</b>	<b>BUDGET FUND BAL.</b>	<b>REVENUES</b>	<b>EXPENSES</b>	<b>FUND BALANCE</b>
6/30/2014	15,497	452,914	453,255	15,156
6/30/2015	15,156	457,837	457,837	15,156
6/30/2016	15,156	487,791	496,620	6,327
6/30/2017	6,327	512,586	512,586	6,327

**FINAL BUDGET 2017-2018**

<b>CDBG PROGRAMS (3901)</b>	
<b>PERSONAL SERVICES</b>	
10-01 SALARY	55,083
10-07 ALLOWANCES	480
10-10 LONGEVITY	1,377
10-13 PDO BUYBACK	424
<b>TOTAL PERSONAL SERVICES</b>	<b>57,364</b>
<b>BENEFITS</b>	
15-01 SOCIAL SECURITY	4,388
15-02 RETIREMENT	8,031
15-03 GROUP HEALTH INSURANCE	5,786
15-04 WORKERS COMP INSURANCE	702
15-13 LIFE	162
15-14 DENTAL	878
15-20 OVERHEAD HEALTH CARE COST	329
<b>TOTAL BENEFITS</b>	<b>20,276</b>
<b>OTHER SERVICES &amp; CHARGES</b>	
30-85 INSURANCE/FIRE-THEFT-LIAB	283
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>283</b>
<b>TOTAL DIVISION REQUEST</b>	<b>77,923</b>

<b>CDBG PROGRAMS (3903)</b>	
<b>PERSONAL SERVICES (HOUSING REHAB)</b>	
10-01 SALARY	61,030
10-07 ALLOWANCES	480
10-10 LONGEVITY	2,954
<b>TOTAL PERSONAL SERVICES</b>	<b>64,464</b>

(CONTINUED)

**FUND: CDBG (141)**  
**DEPARTMENT: GRANTS MANAGEMENT**  
**DEPARTMENT HEAD: TERRI CRAFT**  
**NON-FISCAL FUND**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
Director	0.9	0.9
Housing Rehab.	1	1
Planning Assistant	1	1
<b>TOTAL</b>	<b>2.9</b>	<b>2.9</b>

.10 of Director to Hospital (425) FY 09-10

**PERSONNEL  
POSITIONS  
SUMMARY:**

- 2006-07 - 4
- 2007-08 - 4
- 2008-09 - 4
- 2009-10 - 3.9
- 2010-11 - 3.9
- 2011-12 - 3.9
- 2012-13 - 3.9
- 2013-14 - 3.9
- 2014-15 - 3.9
- 2015-16 - 2.9
- 2016-17 - 2.9
- 2017-18 - 2.9

**BENEFITS**

15-01 SOCIAL SECURITY	4,931
15-02 RETIREMENT	9,025
15-03 GROUP HEALTH INSURANCE	11,840
15-04 WORKERS COMP INSURANCE	702
15-13 LIFE	162
15-14 DENTAL	1,339
15-20 OVERHEAD HEALTH CARE COST	329
<b>TOTAL BENEFITS</b>	<b>28,328</b>

**OTHER SERVICES & CHARGES**

30-85 INSURANCE/FIRE-THEFT-LIAB	283
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>283</b>

**TOTAL DIVISION REQUEST 93,075**

**GRANT ACTIVITIES (3927)**

**MATERIALS & SUPPLIES**

20-63 FLEET FUEL	395
20-64 FLEET PARTS	31
20-65 FLEET LABOR	97
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>523</b>

**OTHER SERVICES & CHARGES**

30-08 HOUSING REHABILITATION ADMIN	3,000
30-10 GENERAL ADMINISTRATION	3,000
30-11 FAIR HOUSING SERVICES	8,000
30-12 CONTINGENCY	13,601
30-13 SENIOR SOCIAL SERVICE	14,000
30-15 BEFORE/AFTER SCHOOL	14,000
30-16 AT RISK YOUTH & FAMILY PR	11,500
30-17 SLUM/BLIGHT IMPROVEMENTS	25,000
30-18 PRIMARY SYSTEM HOME REPAIRS	50,000
30-19 SHARE-A-FARE PROGRAM	2,200
30-21 SR MED RIDE PROGRAM	5,000
30-27 ADULT LITERACY MATERIALS	1,500
30-39 ORIGINAL MILE IMPROVEMENTS	50,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>200,801</b>

**CAPITAL OUTLAY**

40-49 COMPUTER	1,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>1,000</b>

**TOTAL DIVISION REQUEST 202,324**

(CONTINUED)



FUND: CDBG (141)  
 DEPARTMENT: GRANTS MANAGEMENT  
 DEPARTMENT HEAD: TERRI CRAFT  
 NON-FISCAL FUND  
 PAGE THREE

<u>ADMINISTRATIVE STAFF (3999)</u>	
<b>PERSONAL SERVICES (GRANTS MGMT.)</b>	
10-01 SALARY	84,324
10-07 ALLOWANCES	3,402
10-10 LONGEVITY	2,700
10-11 SL BUYBACK - OVER BANK	1,952
10-12 VACATION BUYBACK	974
10-14 SICK LEAVE INCENTIVE	810
<b>TOTAL PERSONAL SERVICES</b>	<b>94,162</b>
<b>BENEFITS</b>	
15-01 SOCIAL SECURITY	7,203
15-02 RETIREMENT	13,183
15-03 GROUP HEALTH INSURANCE	10,656
15-04 WORKERS COMP INSURANCE	701
15-06 TRAVEL & SCHOOL	1,500
15-13 LIFE	146
15-14 DENTAL	1,205
15-20 OVERHEAD HEALTH CARE COST	881
15-97 RETIREE INSURANCE SUBSIDY	3,594
15-98 RETIREE INSURANCE	3,248
<b>TOTAL BENEFITS</b>	<b>42,317</b>
<b>MATERIALS &amp; SUPPLIES</b>	
20-41 SUPPLIES	400
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>400</b>
<b>OTHER SERVICES &amp; CHARGES</b>	
30-72 MEMBERSHIP/SUBSCRIPTIONS	2,100
30-85 INSURANCE/FIRE-THEFT-LIAB	284
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>2,384</b>
<b>TOTAL DIVISION REQUEST</b>	<b>139,263</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>512,586</b>

**FUND: COMMUNITY DEVELOPMENT BLOCK  
GRANT (141)**

Community Development Block Grant (CDBG) funds are appropriated by the U.S. Department of Housing and Urban Development to assist in the development of viable urban communities, including decent housing, a suitable living environment and expanded economic opportunities, principally for persons of low to moderate income. The city estimates \$350,000 in new CDBG funding this year. The following is a summary of CDBG projects and activities planned for FY2017-18.

Funding for the Primary Systems Home Repair and Slum Blight Improvement Program will continue in FY'2017. Funds will also continue to be used for Before and After School Care Scholarships, Senior Social Services, At-Risk Youth and Family Program, Share-A-Fare Program, Med Ride and Fair Housing Services. Proposed new public services activities include the purchase of literacy program educational materials. Public improvements include limited street improvements in the Original Mile Revitalization Area.

Community Development Block Grant staff continue to manage the Transitional Housing Program, Housing Rehabilitation Loan Program, Homebuyer Assistance Program, the Purchase/Rehab/Infill Program(as funding allows), Volunteer Income Tax Assistance (VITA) Program, Emergency Utility Assistance Program, and the Community Support Grant Program.

The CDBG funded Grants Management staff also provides grant oversight for other grant programs and special projects operated by the city. Staff will continue to seek compatible housing, community development and quality of life program funding to expand upon and add to existing activities and services provided to Midwest City residents.

FUND: GRANTS/HOUSING ACTIVITIES (142)  
DEPARTMENT: GRANTS MANAGEMENT DIVISION  
DEPARTMENT HEAD: TERRI CRAFT

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES & CHARGES	124,654	358,199	123,681	265,500
CAPITAL OUTLAY	3,216	-	-	-
TRANSFERS	-	269	269	-
<b>TOTAL</b>	<b>127,870</b>	<b>358,468</b>	<b>123,950</b>	<b>265,500</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTEREST	205	421	106	92
MISCELLANEOUS-3710	7,421	12,058	12,425	9,600
MISCELLANEOUS-3720	7,879	9,684	9,658	8,100
MISCELLANEOUS-3730	-	-	-	8,000
TRANSFERS	-	3,641	3,641	-
INTERGOVERNMENTAL-3731	40,000	200,000	80,000	120,000
<b>TOTAL</b>	<b>55,505</b>	<b>225,804</b>	<b>105,830</b>	<b>145,792</b>

FINAL BUDGET 2017-2018

HOUSING - SPECIAL PROJECTS (3710)	
<b>OTHER SERVICES &amp; CHARGES</b>	
30-04 OTHER EXPENSES	25,000
30-07 H REHAB LOAN PROGRAM	100,000
30-23 UPKEEP REAL PROPERTY	5,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>130,000</b>
<b>TOTAL DIVISION REQUEST</b>	<b>130,000</b>

HOUSING - TRANSITIONAL HOUSING (3720)	
<b>OTHER SERVICES &amp; CHARGES</b>	
30-01 UTILITIES/COMMUNICATION	4,500
30-02 APPLIANCES/EQUIPMENT	1,000
30-03 MOWING	3,000
30-04 OTHER EXPENSES	500
30-23 UPKEEP REAL PROPERTY	3,500
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>12,500</b>
<b>TOTAL DIVISION REQUEST</b>	<b>12,500</b>

HOUSING - HOME - PROGRAM (3730)	
<b>OTHER SERVICES &amp; CHARGES</b>	
30-04 OTHER EXPENSES	3,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>3,000</b>
<b>TOTAL DIVISION REQUEST</b>	<b>3,000</b>

(CONTINUED)

FUND: GRANTS/HOUSING ACTIVITIES (142)  
 DEPARTMENT: GRANTS MANAGEMENT DIVISION  
 DEPARTMENT HEAD: TERRI CRAFT  
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**EXPENDITURES DETAIL**

**HOUSING - SPECIAL PROJECTS (3710)**

	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES & CHARGES	4,370	142,658	19,114	130,000
<b>TOTAL</b>	<b>4,370</b>	<b>142,658</b>	<b>19,114</b>	<b>130,000</b>

**HOUSING - TRANSITIONAL HOUSING - PROGRAM (3720)**

	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES & CHARGES	13,500	12,810	9,736	12,500
<b>TOTAL</b>	<b>13,500</b>	<b>12,810</b>	<b>9,736</b>	<b>12,500</b>

**HOUSING - HOME - PROGRAM (3730)**

	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES & CHARGES	80,000	3,000	15,100	3,000
<b>TOTAL</b>	<b>80,000</b>	<b>3,000</b>	<b>15,100</b>	<b>3,000</b>

**HOUSING - HOME - GRANT (3731)**

	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES & CHARGES	30,000	200,000	80,000	120,000
<b>TOTAL</b>	<b>30,000</b>	<b>200,000</b>	<b>80,000</b>	<b>120,000</b>

**HOUSING - HOME GRANT (3731)**

OTHER SERVICES & CHARGES	
04-00 HOMEBUYERS ASSISTANCE	120,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>120,000</b>
<b>TOTAL DIVISION REQUEST</b>	<b>120,000</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>265,500</b>

(CONTINUED)

FUND: GRANTS/HOUSING ACTIVITIES (142)  
DEPARTMENT: GRANTS MANAGEMENT DIVISION  
DEPARTMENT HEAD: TERRI CRAFT  
PAGE THREE

	BUDGET			FUND	
	FUND BAL.	REVENUES	EXPENSES	BALANCE	
<b><u>HOUSING - SPECIAL PROJECTS (3710)</u></b>					
06/30/11	119,657	-	6,405	149,883	06/30/12
06/30/12	149,883	11,954	4,921	156,916	06/30/13
06/30/13	156,916	12,723	6,543	163,096	06/30/14
06/30/14	163,096	6,150	6,927	162,319	06/30/15
06/30/15	162,319	7,421	4,370	165,370	06/30/16
06/30/16	165,370	12,425	19,114	158,681	06/30/17 ESTIMATED
06/30/17	158,681	9,600	130,000	38,281	06/30/18 ESTIMATED
<b><u>HOUSING - TRANSITIONAL HOUSING - PROGRAM (3720)</u></b>					
06/30/11	19,659	11,311	8,808	22,162	06/30/12
06/30/12	22,162	9,555	20,035	11,682	06/30/13
06/30/13	11,682	11,683	15,900	7,465	06/30/14
06/30/14	7,465	7,226	14,905	(214)	06/30/15
06/30/15	(214)	7,879	13,500	(5,835)	06/30/16
06/30/16	(5,835)	9,658	9,736	(5,913)	06/30/17 ESTIMATED
06/30/17	(5,913)	8,100	12,500	(10,313)	06/30/18 ESTIMATED
<b><u>HOUSING - TRANSITIONAL HOUSING - GRANT (3721)</u></b>					
06/30/11	(3,602)	-	-	(3,602)	06/30/12
06/30/12	(3,602)	-	-	(3,602)	06/30/13
06/30/13	(3,602)	-	(3,602)	-	06/30/14
06/30/14	-	-	-	-	06/30/15
06/30/15	-	-	-	-	06/30/16
06/30/16	-	-	-	-	06/30/17 ESTIMATED
06/30/17	-	-	-	-	06/30/18 ESTIMATED
<b><u>HOUSING - HOME - PROGAM (3730)</u></b>					
06/30/11	113,598	13,084	21,760	104,922	06/30/12
06/30/12	104,922	3,412	-	108,334	06/30/13
06/30/13	108,334	-	-	108,334	06/30/14
06/30/14	108,334	-	22	108,312	06/30/15
06/30/15	108,312	-	80,000	28,312	06/30/16
06/30/16	28,312	-	15,100	13,212	06/30/17 ESTIMATED
06/30/17	13,212	8,000	3,000	18,212	06/30/18 ESTIMATED
<b><u>HOUSING - HOME - GRANT (3731)</u></b>					
06/30/11	-	50,000	75,000	(25,000)	06/30/12
06/30/12	(25,000)	35,000	20,000	(10,000)	06/30/13
06/30/13	(10,000)	82,790	80,000	(7,210)	06/30/14
06/30/14	(7,210)	67,210	70,000	(10,000)	06/30/15
06/30/15	(10,000)	40,000	30,000	-	06/30/16
06/30/16	-	80,000	80,000	-	06/30/17 ESTIMATED
06/30/17	-	120,000	120,000	-	06/30/18 ESTIMATED
<b><u>INTEREST</u></b>					
06/30/15	-	828	-	188,675	06/30/16

**FUND: GRANTS/HOUSING ACTIVITIES (142)**  
**DEPARTMENT: HOUSING**

The Grants/Housing Activities Fund supports three program areas: Housing – Special Projects; Housing – Transitional Housing Program; and Housing – HOME Projects. A variety of grants, loan repayments, program income and rental proceeds provide funding for activities.

Special Projects for 2017 include the Housing Rehabilitation Loan Program and property upkeep of (8) residential lots in the Original Mile.

The Transitional Housing Program supports four city-owned residential properties for transitional housing for homeless families. Case management is provided by a metro area homeless provider.

HOME Investment Partnerships Act (HOME) projects are supported through new grants applied for through the Oklahoma Housing Finance Agency (OHFA). Staff makes application to OHFA to continue Midwest City's Homebuyer Assistance Program as needed. HOME also funds housing surveys, fair housing activities, and other eligible administrative expenses.

Grants Management staff provides management of the above activities in conjunction with CDBG funded activities.

FUND: GRANTS (143)  
 DEPARTMENTS: VARIOUS  
 DEPARTMENT HEAD: GUY HENSON

FINAL BUDGET 2017-2018

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	93,026	136,567	74,586	-
BENEFITS	9,168	12,913	7,706	-
OTHER SERVICES	65,125	172,849	25,550	-
CAPITAL OUTLAY	49,250	29,275	29,275	-
TRANSFERS OUT	133,294	565,246	565,246	15,000
<b>TOTAL</b>	<b>349,864</b>	<b>916,850</b>	<b>702,363</b>	<b>15,000</b>

2100 - Emergency Operations	
TRANSFER OUT	
80-70 EMERGENCY OPERATIONS (070)	15,000
<b>TOTAL TRANSFER OUT</b>	<b>15,000</b>

**TOTAL DEPARTMENT REQUEST 15,000**

**TOTAL FUND REQUEST 15,000**

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTERGOVERNMENTAL	350,146	890,466	698,130	15,000
TRANSFERS IN	1,400	6,634	4,233	-
<b>TOTAL</b>	<b>351,546</b>	<b>897,100</b>	<b>702,363</b>	<b>15,000</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	60,000	896,206	896,206	60,000 6/30/2015*
6/30/2015	60,000	351,546	349,864	60,000 6/30/2016*
6/30/2016	60,000	702,363	702,363	60,000 6/30/2017 - EST*
6/30/2017	60,000	15,000	15,000	60,000 6/30/2018 - EST*

\*6/30/15 - 6/30/18 est fund balances include \$60,000 in vacant lots acquired with Neighborhood Stabilization Grant funding and held for investment purposes.

FUND: DOWNTOWN REDEVELOPMENT (194)  
DEPARTMENT: REDEVELOPMENT (92)  
DEPARTMENT HEAD: GUY HENSON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	47,157	45,693	45,066	41,641
BENEFITS	15,472	14,268	14,180	21,763
MATERIALS & SUPPLIES	-	2,000	1,861	-
OTHER SERVICES	104,730	291,477	283,477	106,700
CAPITAL OUTLAY	313,177	2,802,523	2,802,523	395,675
TRANSFER OUT	501,017	759,350	759,350	951,381
<b>TOTAL</b>	<b>981,553</b>	<b>3,915,311</b>	<b>3,906,457</b>	<b>1,517,160</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	1,454,957	1,399,000	1,318,387	1,315,000
INTEREST	65,525	61,217	59,031	55,288
MISCELLANEOUS	1,857	-	-	-
LOAN PROCEEDS	42,645	-	44,827	47,120
TRANSFERS	-	-	-	719
<b>TOTAL</b>	<b>1,564,984</b>	<b>1,460,217</b>	<b>1,422,245</b>	<b>1,418,127</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	2,717,912	1,324,092	876,374	3,165,630
6/30/2015	3,165,630	1,564,984	981,553	3,749,061
6/30/2016	3,749,061	1,422,245	3,906,457	1,264,849
6/30/2017	1,264,849	1,418,127	1,517,160	1,165,816
Restricted Fund Balance: held by the Ok County Court Clerk for 29th St Property				(687,300)
FY 16-17 Clock Tower Loan				(96,650)
				<b>381,866</b>

FINAL BUDGET 2017-2018

(9210) Special Projects	
<b>CAPITAL OUTLAY</b>	
40-06 INFRASTRUCTURE	350,000
40-15 IMPROVEMENTS OTHER THAN BUILDINGS	45,675
<b>TOTAL CAPITAL OUTLAY</b>	<b>395,675</b>
<b>TRANSFER OUT</b>	
80-17 TRAILER PARK (017)	76,381
80-24 L & H (240) PARTIAL REIMBURSEMENT from 2003	125,000
80-33 GENERAL FUND (010)	250,000
80-90 RETURN ON OWNERS INV (425) C PRIN	325,000
80-99 RETIREE INSURANCE (VARIOUS FUNDS)	175,000
<b>TOTAL TRANSFER OUT</b>	<b>951,381</b>
<b>TOTAL DIVISION REQUEST</b>	<b>1,347,056</b>

(9250) General Operations	
<b>PERSONAL SERVICES</b>	
10-01 SALARIES	39,707
10-07 ALLOWANCES	1,036
10-10 LONGEVITY	297
10-12 VL BUYBACK	144
10-13 PDO BUYBACK	232
10-14 SL INCENTIVE	225
<b>TOTAL PERSONAL SERVICES</b>	<b>41,641</b>
<b>BENEFITS</b>	
15-01 SOCIAL SECURITY	3,186
15-02 RETIREMENT	5,830
15-03 GROUP INSURANCE	7,679
15-04 WORKER'S COMP INSURANCE	370
15-06 TRAVEL & SCHOOL	2,000
15-13 LIFE	114
15-14 DENTAL	822
15-20 OVERHEAD HEALTH CARE COST	395
15-97 RETIREE INSURANCE SUBSIDY	719
15-98 RETIREE INSURANCE	649
<b>TOTAL BENEFITS</b>	<b>21,763</b>

(CONTINUED)



FUND: DOWNTOWN REDEVELOPMENT (194)  
 DEPARTMENT: REDEVELOPMENT (92)  
 DEPARTMENT HEAD: GUY HENSON  
 PAGE TWO

PERMANENT STAFFING	FY 17-18	FY 16-17
Facilities Project Supervisor	0.25	0.25
City Attorney	0.20	0.20
Staff Accountant	0.25	0
<b>TOTAL</b>	<b>0.70</b>	<b>0.45</b>
<b>PART TIME:</b>		
	<b>FY 17-18</b>	<b>FY 16-17</b>
Accountant	0	0.18

PERSONNEL  
 POSITIONS  
 SUMMARY:  
 2006-07 - .25  
 2007-08 - .70  
 2008-09 - .70  
 2009-10 - .45  
 2010-11 - .45  
 2011-12 - .45  
 2012-13 - .45  
 2013-14 - .45  
 2014-15 - .45  
 2015-16 - .45  
 2016-17 - .45  
 2017-18 - .70

City Attorney - .20 Downtown Redev (194); .20 Hosp Auth (425); .60 City Attorney (010-04)  
 Facilities Project Spvr - .25 (Fund 194); .25 Welcome Cntr (045); .50 Street (010-09)  
 Staff Accountant - .25 Downtown Redev (194); .25 Hosp Auth (425); .25 Utilities (187); .25 Finance (010-08)

TOWN CENTER RENTAL INCOME	FY 15-16	FY 16-17	FY 17-18
Rent - Retail	510,000	510,000	510,000
Preferred Rent	305,000	305,000	305,000
Participation Rent - Sooner Town Center	594,000	444,000	500,000
Participation Rent - Sooner Town Center II	45,957	59,387	-
<b>TOTAL</b>	<b>1,454,957</b>	<b>1,318,387</b>	<b>1,315,000</b>

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL - FIREWORKS (921801)	25,000
30-40 CONTRACTUAL - SE 29TH CHRISTMAS LIGHTS (921802)	20,000
30-40 CHRISTMAS STORY LAND EVENT-CENTRAL PARK (921803)	25,000
30-40 SHOP LOCAL CAMPAIGN (921804)	6,000
30-40 TOWN CENTER SPECIAL EVENTS (921805)	20,000
30-44 ADMIN/PROF SERVICES	10,000
30-72 MEMBERSHIP/SUBSCRIPTIONS	400
30-85 INS/FIRE/THEFT/LIABILITY	300
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>106,700</b>

**TOTAL DIVISION REQUEST 170,104**

**TOTAL DEPARTMENT REQUEST 1,517,160**

**CAPITAL OUTLAY FY 17-18**

ADA Transition Plan Implementation (4th Year Funding)	25,000
City Hall Digital Sign Replacement	20,675
C-47 Drainage Improvement Project	100,000
29th St Widening Project	250,000
Additional funding in Fund 425-9060	
<b>TOTAL</b>	<b>395,675</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Original Square Mile Implementation	1,700,000
North Oaks Phase III	157,579
ADA Transition Plan Implementation (3rd Year Funding)	143,403
Decorative Festival Tent	12,435
Signal - City Hall	17,000
Sewer Line Ext - 29th and Douglas	350,000
Original Square Mile Monuments	46,306
75th Anniversary Projects	1,190
Administrative/Professional Services	6,500
Clock Tower Civic Sp Design	70,000
Reconstruct (Mid-America/RIC)	194,310
Clock Tower Civic Sp Construction	103,800
<b>TOTAL</b>	<b>2,802,523</b>

FUND: URBAN RENEWAL (201)  
 DEPARTMENT: URBAN RENEWAL  
 DEPARTMENT HEAD: GUY HENSON

FINAL BUDGET 2017-2018

EXPENDITURES	ACTUAL 2015-2016	AMENDED	ESTIMATED	BUDGET 2017-2018
		BUDGET 2016-2017	ACTUAL 2016-2017	
MATERIALS & SUPPLIES	-	-	-	250
OTHER SERVICES	6,868	55,750	28,250	50,250
<b>TOTAL</b>	<b>6,868</b>	<b>55,750</b>	<b>28,250</b>	<b>50,500</b>

<b>MATERIALS &amp; SUPPLIES</b>	
20-41 SUPPLIES	250
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>250</b>

<b>OTHER SERVICES &amp; CHARGES</b>	
30-44 ADMIN/PROFESSIONAL SERVICES	50,000
30-51 OTHER GOVT EXPENSE	250
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>50,250</b>

**TOTAL DEPARTMENT REQUEST** **50,500**

REVENUES	ACTUAL 2015-2016	AMENDED	ESTIMATED	BUDGET 2017-2018
		BUDGET 2016-2017	ACTUAL 2016-2017	
CHARGES FOR SERVICES	-	-	-	45,000
INVESTMENT INTEREST	687	1,376	1,103	1,014
TRANSFERS IN (194)	65,000	-	-	-
<b>TOTAL</b>	<b>65,687</b>	<b>1,376</b>	<b>1,103</b>	<b>46,014</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	15,868	206	12,271	3,804	6/30/2015
6/30/2015	3,804	65,687	6,868	62,623	6/30/2016
6/30/2016	62,623	1,103	28,250	35,476	6/30/2017 - EST
6/30/2017	35,476	46,014	50,500	30,990	6/30/2018 - EST

**FUND: ANIMALS BEST FRIEND - (220)**  
**DEPARTMENT: ANIMAL WELFARE**  
**DEPARTMENT HEAD: BRANDON CLABES**

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
MATERIALS AND SUPPLIES	4,648	4,750	4,750	4,750
CAPITAL OUTLAY	14,629	48,000	48,000	20,000
<b>TOTAL</b>	<b>19,277</b>	<b>52,750</b>	<b>52,750</b>	<b>24,750</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
FINES & FORFEITURES	22,200	21,282	21,308	22,073
INTEREST	1,459	1,480	1,488	1,438
MISCELLANEOUS	345	-	980	1,000
<b>TOTAL</b>	<b>24,004</b>	<b>22,762</b>	<b>23,776</b>	<b>24,511</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	41,461	48,711	20,409	69,763	6/30/2015
6/30/2015	69,763	24,004	19,277	74,490	6/30/2016
6/30/2016	74,490	23,776	52,750	45,516	6/30/2017 - EST
6/30/2017	45,516	24,511	24,750	45,277	6/30/2018 - EST

**FINAL BUDGET 2017-2018**

<b>MATERIALS AND SUPPLIES</b>	
20-41 SUPPLIES	4,750
<b>TOTAL MATERIAL AND SUPPLIES</b>	<b>4,750</b>

<b>CAPITAL OUTLAY</b>	
40-01 VEHICLES	20,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>20,000</b>

**TOTAL DEPARTMENT REQUEST** **24,750**

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Transport Truck	36,000
Equipment for Truck	12,000
<b>Total</b>	<b>48,000</b>

**CAPITAL OUTLAY FY 17-18**

Equipment for Truck - Animal Welfare	15,000
Transport Truck - Animal Welfare	5,000
Additional funding in Fund 09	20,000

FUND: HOTEL/MOTEL (225)  
 DEPARTMENT: ECONOMIC (87)  
 DEPARTMENT HEAD: GUY HENSON

**FINAL BUDGET 2017-2018**

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
TRANSFERS OUT	597,088	599,727	582,319	587,010
<b>TOTAL</b>	<b>597,088</b>	<b>599,727</b>	<b>582,319</b>	<b>587,010</b>

TRANSFERS OUT	
80-23 PARK & REC (123) 14%	82,181
80-46 ECONOMIC DEVELOPMENT (046) 56%	328,726
80-74 WELCOME CENTER (045) 30%	176,103
<b>TOTAL TRANSFERS OUT</b>	<b>587,010</b>

**TOTAL DEPARTMENT REQUEST** 587,010

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
TAXES	597,088	599,727	582,319	587,010
<b>TOTAL</b>	<b>597,088</b>	<b>599,727</b>	<b>582,319</b>	<b>587,010</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	-	581,622	581,622	- 6/30/2015
6/30/2015	-	597,088	597,088	- 6/30/2016
6/30/2016	-	582,319	582,319	- 6/30/2017 - EST
6/30/2017	-	587,010	587,010	- 6/30/2018 - EST

FUND: COURT BONDS (235)  
 DEPT: MUNICIPAL COURT  
 DEPT HEAD: TIM LYON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TRANSFERS OUT	2,210	1,980	1,707	1,640
TOTAL	2,210	1,980	1,707	1,640

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTEREST	2,210	1,980	1,707	1,640
TOTAL	2,210	1,980	1,707	1,640

FINAL BUDGET 2017-2018

TRANSFERS	
80-04 GENERAL FUND (010)	1,640
TOTAL TRANSFERS	1,640

TOTAL DEPARTMENT REQUEST	1,640
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FUND: DISASTER RELIEF & NBHD SVCS CLEANUP (310)  
 DEPARTMENT: DISASTER RELIEF (88) & NBHD SVCS CLEANUP (15)  
 DEPARTMENT HEAD: GUY HENSON

FINAL BUDGET 2017-2018

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	105,529	114,070	114,070	112,947
BENEFITS	29,464	31,610	31,610	32,206
MATERIALS AND SUPPLIES	7,932	5,000	5,000	5,000
OTHER SERVICES	152,023	255,269	251,444	145,000
<b>TOTAL</b>	<b>294,949</b>	<b>405,949</b>	<b>402,124</b>	<b>295,153</b>

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
<i>CHARGES FOR SERVICES:</i>				
MOWING	64,737	68,190	68,656	70,725
WRITE OFFS - Mowing	(11,781)	(13,309)	-	-
ADMINISTRATIVE FEE	84,800	85,657	87,148	88,847
WRITE OFFS - ADM FEE	(16,363)	(4,857)	-	-
INTEREST	30,504	29,462	20,913	18,717
MISCELLANEOUS	(995)	-	-	-
TRANSFERS IN	19,750	100,000	78,000	-
<b>TOTAL</b>	<b>170,652</b>	<b>265,143</b>	<b>254,717</b>	<b>178,289</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	1,395,674	710,235	698,061	1,407,848
6/30/2015	1,407,848	170,652	294,949	1,283,551
6/30/2016	1,283,551	254,717	402,124	1,136,144
6/30/2017	1,136,144	178,289	295,153	1,019,280

1510 - NEIGHBORHOOD SERVICES	
<b>PERSONAL SERVICES</b>	
10-01 SALARY	104,569
10-07 ALLOWANCES	780
10-10 LONGEVITY	2,388
10-11 SL BUYBACK - OVER BANK	2,353
10-12 VACATION BUYBACK	1,174
10-13 PDO BUYBACK	783
10-14 SL INCENTIVE	900
<b>TOTAL PERSONAL SERVICES</b>	<b>112,947</b>

<b>BENEFITS</b>	
15-01 SOCIAL SECURITY	8,640
15-02 RETIREMENT	15,813
15-03 GROUP HEALTH INSURANCE	5,786
15-13 LIFE	162
15-14 DENTAL	878
15-20 OVERHEAD HEALTH CARE COST	927
<b>TOTAL BENEFITS</b>	<b>32,206</b>

<b>MATERIALS &amp; SUPPLIES</b>	
20-30 POSTAGE	5,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>5,000</b>

<b>OTHER SERVICES &amp; CHARGES</b>	
30-40 CONTRACTUAL	85,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>85,000</b>

<b>TOTAL DIVISION REQUEST</b>	<b>235,153</b>
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8810 - SAFETY	
<b>OTHER SERVICES &amp; CHARGES</b>	
30-40 CONTRACTUAL	10,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>10,000</b>
<b>TOTAL DIVISION REQUEST</b>	<b>10,000</b>

(CONTINUED)

FUND: DISASTER RELIEF & NBHD SVCS CLEANUP (310)  
 DEPARTMENT: DISASTER RELIEF (88) & NBHD SVCS CLEANUP (15)  
 DEPARTMENT HEAD: GUY HENSON  
 PAGE TWO

**ESTIMATED FUND BALANCE 06/30/17:**

Cash	1,128,942
Accounts Receivable	206,604
Allowance for Doubtful Accounts	(23,860)
Miscellaneous Liabilities	(6,116)
Deferred revenue = A/R - 60 days collections per governmental	(169,425)
<b>TOTAL</b>	<b>1,136,144</b>

<b>PERMANENT STAFFING</b>	<b>FY 17-18</b>	<b>FY 16-17</b>
Neighborhood Services Director	1	1

**PERSONNEL  
 POSITIONS  
 SUMMARY:**  
  
 2014-15 - 1  
 2015-16 - 1  
 2016-17 - 1  
 2017-18 - 1

**8890 - DISASTER**

<b>OTHER SERVICES &amp; CHARGES</b>	
30-40 CONTRACTUAL	50,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>50,000</b>

<b>TOTAL DIVISION REQUEST</b>	<b>50,000</b>
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<b>TOTAL DEPARTMENT REQUEST</b>	<b>295,153</b>
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**CONTRACTUAL (1510 NBHD SERVICES) FY 17-18**

Mowing/Chemicals	85,000
<b>TOTAL</b>	<b>85,000</b>

**CONTRACTUAL (8810 - SAFETY) FY 17-18**

Consulting Services	10,000
<b>TOTAL</b>	<b>10,000</b>

**CONTRACTUAL (8890 - DISASTER) FY 17-18**

Miscellaneous	50,000
<b>TOTAL</b>	<b>50,000</b>

FUND: HOSPITAL AUTHORITY (425)  
DEPARTMENT: COMPOUNDED PRINCIPAL 9010  
DEPARTMENT HEAD: GUY HENSON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES & CHARGES	374,246	435,435	431,688	110,000
TRANSFER OUT-INTRA	1,520,665	1,485,775	1,485,775	1,434,152
<b>TOTAL</b>	<b>1,894,911</b>	<b>1,921,210</b>	<b>1,917,463</b>	<b>1,544,152</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	-	-	-	50,000
INVEST. INT. & DIVIDEND	2,014,491	534,204	376,681	452,742
UNREALIZED GAINS / LOSSES	(2,201,381)	-	7,003,418	-
MISCELLANEOUS	7,995	-	1,106,749	-
TRANSFERS IN (194) ROI	300,000	325,000	325,000	325,000
<b>TOTAL</b>	<b>121,105</b>	<b>859,204</b>	<b>8,811,848</b>	<b>827,742</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	62,643,246	5,414,355	1,787,211	66,270,390	6/30/2015
6/30/2015	66,270,390	121,105	1,894,911	64,496,584	6/30/2016
6/30/2016	64,496,584	8,811,848	1,917,463	71,390,969	6/30/2017 - EST
6/30/2017	71,390,969	827,742	1,544,152	70,674,559	6/30/2018 - EST

FINAL BUDGET 2017-2018

COMPOUNDED PRINCIPAL (90-10)	
OTHER SERVICES AND CHARGES	
29-02 TRUSTEE FEES	110,000
<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>110,000</b>
TRANSFERS OUT	
80-01 2% TO DISCRETIONARY	1,434,152
<b>TOTAL TRANSFERS- OUT</b>	<b>1,434,152</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>1,544,152</b>

COMPOUNDED 06/30/2017 ESTIMATED

CASH & INVESTMENT	71,361,979
LOANS RECEIVABLE	2,921,402
REAL ESTATE	911,994
HELD BY OTHERS	4,193,251
LIABILITIES-DEFFERRED REVENUES HMA	(7,997,657)
<b>FUND BALANCE</b>	<b>71,390,969</b>

COMPOUNDED 06/30/2018 ESTIMATED

CASH & INVESTMENT	74,142,258
LOANS RECEIVABLE	2,721,030
REAL ESTATE	911,994
HELD BY OTHERS	-
LIABILITIES-DEFFERRED REVENUES HMA	(7,100,723)
<b>FUND BALANCE</b>	<b>70,674,559</b>



FUND: HOSPITAL AUTHORITY (425)  
 DEPARTMENT: LOAN RESERVE - 9020  
 DEPARTMENT HEAD: GUY HENSON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TRANSFER INTRA-OUT	55,110	56,382	56,382	58,440
TOTAL	55,110	56,382	56,382	58,440

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INVEST. INT. & DIVIDEND	55,110	56,382	56,382	58,440
TOTAL	55,110	56,382	56,382	58,440

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
	2,500,000	52,645	52,645	2,500,000	6/30/2014
	2,500,000	55,110	55,110	2,500,000	6/30/2015
	2,500,000	56,382	56,382	2,500,000	6/30/2016
	2,500,000	58,440	58,440	2,500,000	6/30/2017 - EST
					6/30/2018 - EST

FINAL BUDGET 2017-2018

HOSPITAL EXPANSION LOAN RESERVE (90-20)	
TRANSFERS OUT	
80-94 INTRA TO 9060	58,440
TOTAL TRANSFERS OUT	58,440

TOTAL DEPARTMENT REQUEST 58,440

LOAN RESERVE 06/30/2017 ESTIMATED

Bancfirst	3,326,234
Deferred Revenue	(413,117)
Due To 9060 In Lieu Of/ ROR/ MISC.	(413,117)
FUND BALANCE	2,500,000

LOAN RESERVE 06/30/2018 ESTIMATED

Bancfirst	3,443,106
Deferred Revenue	(471,553)
Due To 9060 In Lieu Of/ ROR/ MISC.	(471,553)
FUND BALANCE	2,500,000

FUND: HOSPITAL AUTHORITY (425)  
DEPARTMENT: DISCRETIONARY 9050  
DEPARTMENT HEAD: GUY HENSON

FINAL BUDGET 2017-2018

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	
PERSONAL SERVICES	65,133	68,278	64,380	64,307
BENEFITS	19,214	21,357	20,176	27,652
MATERIALS & SUPPLIES	44	900	330	900
OTHER SERVICES	1,711,844	3,921,667	3,798,086	3,645,533
CAPITAL OUTLAY	-	4,483,199	50,000	-
TRANSFERS	150	-	-	-
<b>TOTAL</b>	<b>1,796,385</b>	<b>8,495,401</b>	<b>3,932,972</b>	<b>3,738,392</b>

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	
INTEREST	368,828	104,986	196,143	66,758
UNREALIZED GAINS / LOSSES	(410,413)	-	828,045	-
MISCELLANEOUS	77,266	75,116	74,910	74,916
TRANSFER IN	-	40,000	40,000	719
TRANSFER INTRA-IN (2% MARKET VAL)	1,520,665	1,485,775	1,485,775	1,434,152
<b>TOTAL</b>	<b>1,556,346</b>	<b>1,705,877</b>	<b>2,624,873</b>	<b>1,576,545</b>

BUDGETARY	BUDGET			FUND	
FUND BALANCE:	FUND BAL.	REVENUES	EXPENSES	BALANCE	
6/30/2014	6,838,638	2,981,147	596,209	9,223,576	6/30/2015
6/30/2015	9,223,576	1,556,346	1,796,385	8,983,537	6/30/2016
6/30/2016	8,983,537	2,624,873	3,932,972	7,675,438	6/30/2017 - EST
6/30/2017	7,675,438	1,576,545	3,738,392	5,513,591	6/30/2018 - EST

DISCRETIONARY FUNDS (90-50)

PERSONAL SERVICES	
10-01 SALARIES	60,262
10-03 OVERTIME	100
10-07 ALLOWANCES	1,763
10-10 LONGEVITY	525
10-11 SL BUYBACK	532
10-12 VL BUYBACK	468
10-13 PDO BUYBACK	319
10-14 SL INCENTIVE	338
<b>TOTAL PERSONAL SERVICES</b>	<b>64,307</b>

BENEFITS	
15-01 SOCIAL SECURITY	4,919
15-02 RETIREMENT	9,003
15-03 HEALTH INSURANCE	8,627
15-04 WORKERS COMP INSURANCE	680
15-06 TRAVEL & SCHOOL	1,400
15-13 LIFE	134
15-14 DENTAL	918
15-20 OVERHEAD HEALTH CARE COST	603
15-97 RETIREE INSURANCE	719
15-98 RETIREE INSURANCE SUBSIDY	649
<b>TOTAL BENEFITS</b>	<b>27,652</b>

MATERIALS & SUPPLIES	
20-41 SUPPLIES	900
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>900</b>

OTHER SERVICES & CHARGES	
30-01 UTILITIES	450
30-02 TRUSTEE FEES	14,000
30-11 GRANTS	450,000
30-12 OTHER EXPENDITURES	4,500
30-23 UPKEEP OF OTHER PROPERTY	20,000
30-40 CONTRACTUAL	3,150,000
30-85 INSURANCE	1,789
30-86 AUDIT	4,794
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>3,645,533</b>

**TOTAL DEPARTMENT REQUEST** **3,738,392**

(CONTINUED)

FUND: HOSPITAL AUTHORITY (425)  
 DEPARTMENT: DISCRETIONARY 9050  
 DEPARTMENT HEAD: GUY HENSON  
 PAGE TWO

PERMANENT STAFFING	FY 17-18	FY 16-17
Grants Manager	0.10	0.10
City Attorney	0.20	0.20
Executive Secretary	0.20	0.20
Trust General Manager	0.075	0.075
Staff Accountant	0.250	0
<b>TOTAL</b>	<b>0.825</b>	<b>0.575</b>

PART TIME	FY 17-18	FY 16-17
Accountant	0	0.18

Staff Accountant moved from part time to full time FY 17-18

PERSONNEL  
 POSITIONS  
 SUMMARY:

- 2006-07 - 0
- 2007-08 - .20
- 2008-09 - .20
- 2009-10 - .30
- 2010-11 - .30
- 2011-12 - .30
- 2012-13 - .30
- 2013-14 - .58
- 2014-15 - .58
- 2015-16 - .575
- 2016-17 - .575
- 2017-18 - .825

DISCRETIONARY 06/30/2017 ESTIMATED

CASH & INV -JP MORGAN	7,610,375
MOBILE HOME PARK NOTE RECEIVABLE	65,063
<b>FUND BALANCE</b>	<b>7,675,438</b>

DISCRETIONARY 06/30/2018 ESTIMATED

CASH & INV -JP MORGAN	5,513,591
<b>FUND BALANCE</b>	<b>5,513,591</b>

CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL

CONTINGENCIES	50,000
<b>TOTAL</b>	<b>50,000</b>

CONTRACTUAL (30-40) FY 17-18

TIF	2,400,000
Utility Relocation	750,000
<b>TOTAL</b>	<b>3,150,000</b>

FUND: HOSPITAL AUTHORITY (425)  
 DEPARTMENT: IN LIEU /ROR/MISC. 9060  
 DEPARTMENT HEAD: GUY HENSON

FINAL BUDGET 2017-2018

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
BENEFITS	2,737	4,500	2,570	4,500
HOS. AUTHO. EXP-RETAINER	140,000	156,666	148,333	148,333
OTHER SERVICES & CHARGES	349,359	55,000	55,000	10,000
CAPITAL OUTLAY	37,633	4,382,893	3,459,095	500,000
DEBT SERVICE	1,856,529	1,856,529	1,856,529	1,856,529
TRANSFER OUT	300,000	175,000	175,000	425,000
<b>TOTAL</b>	<b>2,686,258</b>	<b>6,630,588</b>	<b>5,696,527</b>	<b>2,944,362</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
IN LIEU OF TAXES	935,362	850,000	965,723	927,154
LEASE INCOME	2,238,448	2,238,265	2,238,558	2,238,505
TRANSFER INTRA-IN	55,110	56,382	56,382	58,440
<b>TOTAL</b>	<b>3,228,919</b>	<b>3,144,647</b>	<b>3,260,663</b>	<b>3,224,099</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	2,809,123	3,171,962	2,823,206	3,157,879	6/30/15
6/30/2015	3,157,879	3,228,919	2,686,258	3,700,540	6/30/16
6/30/2016	3,700,540	3,260,663	5,696,527	1,264,676	6/30/17 - EST
6/30/2017	1,264,676	3,224,099	2,944,362	1,544,413	6/30/18 - EST

CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL

SE 29th (Newey) Property	3,459,095
<b>TOTAL</b>	<b>3,459,095</b>

CAPITAL OUTLAY FY 17-18

SE 29th Widening Project - Additional funding in Fund 194	500,000
<b>TOTAL</b>	<b>500,000</b>

IN LIEU OF TAX / ROR / MISC (90-60)

<b>BENEFITS</b>	
15-06 TRAVEL	4,500
<b>TOTAL BENEFITS</b>	<b>4,500</b>
<b>HOSPITAL AUTHORITY EXPENSE</b>	
29-13 RETAINER	148,333
<b>TOTAL HOSPITAL AUTHORITY EXPENSE</b>	<b>148,333</b>
<b>OTHER SERVICES AND CHARGES</b>	
30-40 CONTACTUAL	10,000
<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>10,000</b>
<b>CAPITAL OUTLAY</b>	
40-06 INFRASTRUCTURES	500,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>500,000</b>
<b>DEBT SERVICE</b>	
71-01 INTEREST	1,172,560
73-02 PRINCIPAL	683,969
<b>TOTAL DEBT SERVICE</b>	<b>1,856,529</b>
<b>TRANSFERS OUT</b>	
80-33 GENERAL FUND	250,000
80-99 RETIREE INSURANCE (VARIOUS FUNDS)	175,000
<b>TOTAL TRANSFERS OUT</b>	<b>425,000</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>2,944,362</b>

IN LIEU OF TAXES / ROR / MISC 06/30/2017 ESTIMATED

Cash & Investment	1,419,387
Loan Reserve Prepayment	(154,711)
<b>FUND BALANCE</b>	<b>1,264,676</b>

IN LIEU OF TAXES / ROR / MISC 06/30/2018 ESTIMATED

Cash & Investment	1,699,124
Loan Reserve Prepayment	(154,711)
<b>FUND BALANCE</b>	<b>1,544,413</b>

CONTRACTUAL (30-40) FY 17-18

Miscellaneous	10,000
<b>TOTAL</b>	<b>10,000</b>

# Capital Outlay Funds

# City of Midwest City, Oklahoma

## Capital Projects - Index

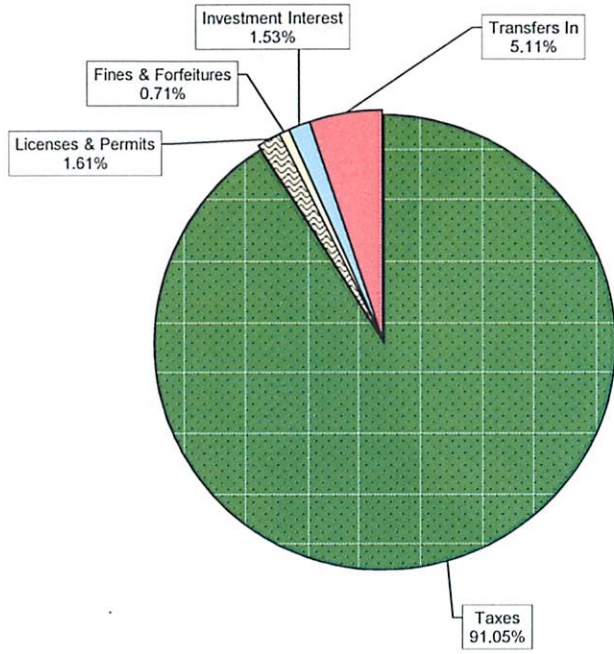
<u>Fund / Department *Number</u>	<u>Fund / Department Description</u>	<u>Page Number</u>
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\* Note: Three digit codes represent the Fund Number

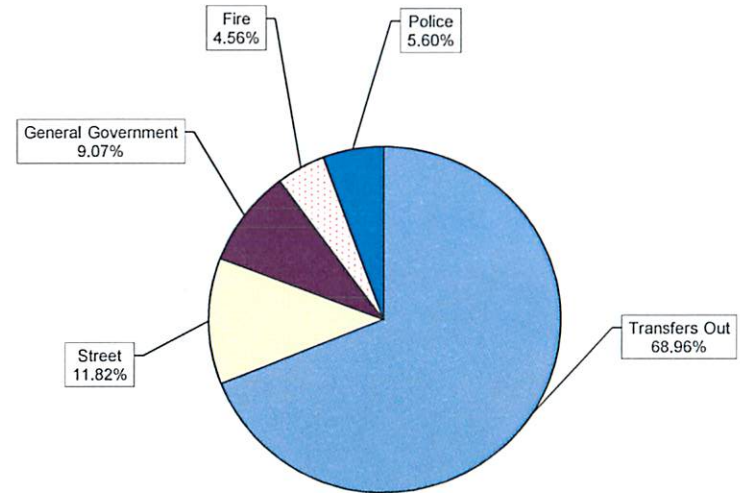
**CAPITAL OUTLAY FUNDS BUDGET SUMMARY - FISCAL YEAR 2017-2018**

	PRIOR YEAR ACTUAL FY 15-16	CURRENT YEAR BUDGET AS AMENDED FY 16-17	CURRENT YEAR ACTUAL (Est.) FY 16-17	BUDGET YEAR FINAL FY 17-18
<b>ESTIMATED REVENUE:</b>				
Taxes	7,707,362	6,624,056	6,428,433	6,410,979
Licenses & Permits	162,795	80,289	105,809	113,217
Fines & Forfeitures	54,315	51,624	45,747	49,746
Investment Interest	175,375	173,676	125,934	107,438
Miscellaneous	235,772	35,979	43,234	-
Transfers In	937,760	521,788	573,433	359,614
Proceeds from Loans	-	-	-	-
Intergovernmental	-	-	-	-
<b>TOTAL REVENUE</b>	<b>9,273,379</b>	<b>7,487,412</b>	<b>7,322,590</b>	<b>7,040,994</b>
Use / (Gain) of Fund Balance	(535,012)	7,853,281	5,908,632	874,436
<b>TOTAL RESOURCES</b>	<b>8,738,367</b>	<b>15,340,693</b>	<b>13,231,222</b>	<b>7,915,430</b>
<b>PROPOSED EXPENDITURES:</b>				
Managerial	-	-	-	-
City Clerk	-	-	-	-
Human Resources	-	-	-	-
City Attorney	-	-	-	-
Community Development	-	-	-	-
Park and Recreation	-	-	-	-
Police	256,056	816,236	816,236	443,096
Fire	433,342	900,742	900,742	361,000
Finance	-	-	-	-
Street	793,301	4,240,805	3,548,507	935,478
Animal Welfare	-	-	-	-
General Government	333,605	3,085,025	1,737,514	717,577
Neighborhood Services	-	-	-	-
Information Technology	-	-	-	-
Swimming Pools	-	-	-	-
Senior Center Bond (012-55)	-	-	-	-
Debt Service	1,167,194	82,662	64,924	-
Capital Drainage Improvements	-	-	-	-
Recreation (78)	-	-	-	-
Transfers Out	5,754,869	6,215,223	6,163,299	5,458,279
<b>TOTAL EXPENDITURES</b>	<b>8,738,367</b>	<b>15,340,693</b>	<b>13,231,222</b>	<b>7,915,430</b>

**ESTIMATED REVENUES-CAPITAL PROJECTS**  
**FY 2017-2018**  
**Total \$7,040,994**



**ESTIMATED EXPENDITURES-CAPITAL PROJECTS**  
**FY 2017-2018**  
**Total \$7,915,430**





**CAPITAL OUTLAY FUND SUMMARY - FISCAL YEAR 2017-2018**

	PRIOR YEAR	CURRENT YEAR	CURRENT YEAR	BUDGET YEAR
	ACTUAL	BUDGET	ACTUAL (Est.)	FINAL
	FY 15-16	FY 16-17	FY 16-17	FY 17-18
Gen Fund C/O Reserve (011) - Revenues	19,913	19,486	16,108	14,471
Gen Fund C/O Reserve (011) - Expenses	-	(912,658)	-	(107,500)
USE OF FUND BALANCE:	19,913	(893,172)	16,108	(93,029)
Police C/O (021) - Revenues	529,176	358,767	354,534	270,918
Police C/O (021) - Expenses	(256,056)	(816,236)	(816,236)	(443,096)
TOTAL USE OF FUND BALANCE:	273,120	(457,469)	(461,702)	(172,178)
Fire C/O (041) - Revenues	368,556	390,428	380,954	370,524
Fire C/O (041) - Expenses	(433,342)	(900,742)	(900,742)	(361,000)
TOTAL USE OF FUND BALANCE:	(64,786)	(510,314)	(519,788)	9,524
Street Tax (065) - Revenues	457,804	475,095	457,977	441,078
Street Tax (065) - Expenses	(305,390)	(1,131,077)	(1,024,926)	(365,662)
TOTAL USE OF FUND BALANCE:	152,414	(655,982)	(566,949)	75,416
Capital Improvements (157) - Revenues	944,677	543,153	601,385	470,295
Capital Improvements (157) - Expenses	(513,605)	(2,907,290)	(2,472,437)	(605,000)
TOTAL USE OF FUND BALANCE:	431,072	(2,364,137)	(1,871,052)	(134,705)

**CAPITAL OUTLAY FUND SUMMARY - FISCAL YEAR 2017-2018**

	PRIOR YEAR ACTUAL FY 15-16	CURRENT YEAR BUDGET FY 16-17	CURRENT YEAR ACTUAL (Est.) FY 16-17	BUDGET YEAR FINAL FY 17-18
2002 G. O. Bond (269) - Revenues	211,189	43,000	18,332	10,352
2002 G. O. Bond (269) - Expenses	(487,911)	(3,109,728)	(2,523,581)	(569,816)
<b>TOTAL USE OF FUND BALANCE:</b>	<b>(276,722)</b>	<b>(3,066,728)</b>	<b>(2,505,249)</b>	<b>(559,464)</b>
Sales Tax Capital Improvements (340)	5,574,870	5,574,821	5,428,376	5,463,356
Sales Tax Capital Improvements (340)	(5,574,869)	(5,480,300)	(5,428,376)	(5,463,356)
<b>TOTAL USE OF FUND BALANCE:</b>	<b>1</b>	<b>94,521</b>	<b>-</b>	<b>-</b>
Tax Increment Financing (351) Revenues	1,167,194	82,662	64,924	-
Tax Increment Financing (351) Expenses	(1,167,194)	(82,662)	(64,924)	-
<b>TOTAL USE OF FUND BALANCE:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

FUND: GENERAL FUND C/O RESERVE (011)  
 DEPARTMENT: GENERAL GOVERNMENT (1410)  
 DEPARTMENT HEAD: GUY HENSON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CAPITAL OUTLAY	-	912,658	-	107,500
<b>TOTAL</b>	<b>-</b>	<b>912,658</b>	<b>-</b>	<b>107,500</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTEREST	19,913	19,486	16,108	14,471
<b>TOTAL</b>	<b>19,913</b>	<b>19,486</b>	<b>16,108</b>	<b>14,471</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	1,337,090	36,697	500,000	873,787
6/30/2015	873,787	19,913	-	893,700
6/30/2016	893,700	16,108	-	909,808
6/30/2017	909,808	14,471	107,500	816,779

**FINAL BUDGET 2017-2018**

CAPITAL OUTLAY	
40-14 REMODEL	107,500
<b>TOTAL CAPITAL OUTLAY</b>	<b>107,500</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>107,500</b>

**40-14 REMODEL**

2.5 Million BTU Boiler - 2nd year	55,000
100 Ton Air Cooled Chiller - 2nd year	52,500
<b>TOTAL</b>	<b>107,500</b>

**CAPITAL PLANNING**

	2018-2019	2019-2020	2020-2021
40-01 Vehicles	100,666	101,672	103,197
40-02 Equipment	60,704	38,326	62,948
40-49 Computers	17,133	17,304	17,347
40-50 Software	120,333	90,367	86,782
<b>TOTAL</b>	<b>298,836</b>	<b>247,669</b>	<b>270,274</b>

**FUND: POLICE CAPITALIZATION (021)  
DEPARTMENT: POLICE (62)  
DEPARTMENT HEAD: BRANDON CLABES**

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES	-	96	96	96
CAPITAL OUTLAY	256,056	816,140	816,140	443,000
<b>TOTAL</b>	<b>256,056</b>	<b>816,236</b>	<b>816,236</b>	<b>443,096</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TAXES	107,859	107,864	104,856	105,920
FINES & FORFEITURES	54,315	51,624	45,747	49,746
INVESTMENT INTEREST	18,319	18,617	16,014	15,252
MISC - INSURANCE PROCEEDS	27,154	26,662	27,262	-
ASSET RETIREMENT	10,500	-	6,655	-
TRANSFERS	311,029	154,000	154,000	100,000
<b>TOTAL</b>	<b>529,176</b>	<b>358,767</b>	<b>354,534</b>	<b>270,918</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	482,044	461,619	267,204	676,458	6/30/2015
6/30/2015	676,458	529,176	256,056	949,578	6/30/2016
6/30/2016	949,578	354,534	816,236	487,876	6/30/2017 - EST
6/30/2017	487,876	270,918	443,096	315,698	6/30/2018 - EST

**FINAL BUDGET 2017-2018**

<b>OTHER SERVICES AND CHARGES</b>	
30-86 AUDIT	96
<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>96</b>

<b>CAPITAL OUTLAY</b>	
40-01 VEHICLES	300,000
40-02 MACH, FURNITURE & EQUIPMENT	131,000
40-49 COMPUTERS (HARDWARE)	12,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>443,000</b>

**TOTAL DEPARTMENT REQUEST** **443,096**

**CAPITAL OUTLAY FY 17-18**

Vehicles: 5 Marked Patrol Units	160,000
Equipment for (5) Marked Patrol Units	140,000
DAE (Drive Array Encl) -Store In Car & Body Cam Dat	30,000
Bluetooth Thermal Printers (5 @ \$800/each)	4,000
Body Cameras (10 @ \$1,800/each)	18,000
Handheld Radios (10 @ \$5,000/each)	50,000
MCT's & Docking Stations (5 @ \$5,000/each)	25,000
Desktop Computers (10 @ \$1,200/each)	12,000
Industrial Shredder	4,000
<b>Total</b>	<b>443,000</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Document Imaging System	1,363
Wireless in Car Cameras	52,885
K-9 Dog	5,000
MCT's for Patrol	75,000
New Radios	46,763
35 Computers	24,818
Thermal Image Printers	5,000
800 MHZ Radio Upgrade	30,000
VHF Radio Upgrade	10,000
Ethernet (50%)	1,149
Vehicles: 11 Patrol, 2 SIU	308,552
Equipment for Vehicles: 11 Patrol	199,268
SCBA Masks	3,550
Upgrade Lineup	5,000
Cellbright Machine	3,100
Polygraph Machine	6,000
Motorcycle Helmets	3,203
Video Analysis Software	3,000
Replacement Motorcycle	25,459
Executime	7,030
<b>Total</b>	<b>816,140</b>

FUND: FIRE CAPITALIZATION (041)  
DEPARTMENT: FIRE (64)  
DEPARTMENT HEAD: BERT NORTON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES	-	289	289	289
CAPITAL OUTLAY	199,199	666,310	666,310	126,568
DEBT SERVICE	234,143	234,143	234,143	234,143
<b>TOTAL</b>	<b>433,342</b>	<b>900,742</b>	<b>900,742</b>	<b>361,000</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TAXES	323,576	323,593	314,383	317,122
INTEREST	11,674	10,822	10,558	9,402
MISC	3,050	-	-	-
ASSET RETIREMENT	27,050	9,317	9,317	-
TRANSFERS (Fire 040)	3,206	46,696	46,696	44,000
<b>TOTAL</b>	<b>368,556</b>	<b>390,428</b>	<b>380,954</b>	<b>370,524</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	815,944	609,131	832,239	592,836	6/30/2015
6/30/2015	592,836	368,556	433,342	528,050	6/30/2016
6/30/2016	528,050	380,954	900,742	8,262	6/30/2017 - EST
6/30/2017	8,262	370,524	361,000	17,786	6/30/2018 - EST

FINAL BUDGET 2017-2018

OTHER SERVICES & CHARGES	
30-86 AUDIT	289
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>289</b>

CAPITAL OUTLAY	
40-01 VEHICLES	50,218
40-02 EQUIPMENT	70,250
40-49 COMPUTERS	6,100
<b>TOTAL CAPITAL OUTLAY</b>	<b>126,568</b>

DEBT SERVICE	
70-01 PRINCIPAL	196,925
71-01 INTEREST	37,218
<b>TOTAL DEBT SERVICE</b>	<b>234,143</b>

<b>TOTAL DEPARTMENT REQUEST</b>	<b>361,000</b>
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CAPITAL OUTLAY FY 17-18

Computer Replacement	4,000
Bunker Gear	54,250
Bunker Boots	2,000
Kitchen Appliances	2,000
Radios	12,000
I-Pads	2,100
Multi-Year Apparatus Replacement	50,218
<b>TOTAL</b>	<b>126,568</b>

(CONTINUED)

FUND: FIRE CAPITALIZATION (041)  
 DEPARTMENT: FIRE (64)  
 DEPARTMENT HEAD: BERT NORTON  
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**Loan Information (Refinanced 03/01/2011)**

A loan of \$275,000 occurred during Fiscal Year 08-09 - related to completion of the new fire stations.  
 Debt service payment began June, 2009 on an eight year, 5% note.

A loan of \$225,000 to occurred during Fiscal Year 09-10 - related to the remodel of stations 1 and 5.  
 Debt service payment began August, 2009 on an eight year, 5% note.

A loan of \$245,000 to occurred during Fiscal Year 09-10 - funding remaining balance due on Engine #4.  
 Debt service payment to began May, 2010 on an eight year, 5% note.

**FY 10-11 Loan**

loan of \$1,145,000 during Fiscal Year 10-11. Loan refinanced previous 3 loans and is funding for a new roof-Station 1, aerial apparatus & misc. Debt service payment began April, 2011 on a ten year, 5% note.

**FY 12-13 Loan**

A loan of \$1,950,000 at 3.75% occurred on July 1, 2012. Proceeds will payoff existing loan of \$1,035,000. The additional proceeds of the loan will purchase aerial apparatus, rescue engine, brusher pump, and demo apparatus. Outstanding loan balance as of June 30, 2017 is \$1,082,128. Loan will term 7-1-2022.

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

(5) Sets Bunker Gear	11,000
(5) Pair Firefighting Boots	2,000
Five Year Fire Truck Replacement Fund	300,000
Five Year SCBA Equipment Compliance Upgrade	50,000
Command equipment for truck - extra lighting	10,000
Rescue Squad	34,196
(82) Fire Helmets	25,420
Computer Replacement	6,000
(5) Radios	12,000
(2) Dishwashers	2,000
(1) Ice Maker	1,000
(1) Refrigerator	2,000
(3) Ipads	3,700
(1) Brush Pumper	45,847
Five Year SCBA Cap Program	25,000
Station 1 Kitchen	1,614
SCBA Compressor	45,051
Radio Trunking HRDW/SFTW	10,000
800 MHZ Radio Upgrade	33,000
VHF Radio Upgrade	10,000
(6) Computer Workstations	2,750
(5) Replacement Radios/Batteries	12,000
Pickup Bed Topper	3,540
Cooktop/Oven	2,780
Additional Steps for Trucks	9,317
Executime	6,095
<b>Total</b>	<b>666,310</b>

FUND: STREET TAX (065)  
 DEPARTMENT: DEDICATED TAX: STREET / PARKS / TRAILS & SIDEWALKS / PUBLIC TRANSPORTATION  
 DEPARTMENT HEAD: GUY HENSON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES	12,041	42,000	32,849	95,262
CAPITAL OUTLAY	293,889	1,089,077	992,077	270,400
<b>TOTAL</b>	<b>305,930</b>	<b>1,131,077</b>	<b>1,024,926</b>	<b>365,662</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TAXES	431,434	431,457	419,423	422,829
INTEREST	26,370	25,760	20,676	18,249
TRANSFERS IN	-	17,878	17,878	-
<b>TOTAL</b>	<b>457,804</b>	<b>475,095</b>	<b>457,977</b>	<b>441,078</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	862,929	455,596	238,514	1,080,011
6/30/2015	1,080,011	457,804	305,930	1,231,885
6/30/2016	1,231,885	457,977	1,024,926	664,936
6/30/2017	664,936	441,078	365,662	740,352

FINAL BUDGET 2017-2018

PARKS (23)	
CAPITAL OUTLAY	
40-02 EQUIPMENT	63,400
40-06 INFRASTRUCTURE	5,000
40-14 REMODEL	5,000
<b>TOTAL DIVISION REQUEST</b>	<b>73,400</b>

STREETS (66)	
CAPITAL OUTLAY	
40-06 INFRASTRUCTURE	97,000
40-08 CONTINGENCIES	100,000
<b>TOTAL DIVISION REQUEST</b>	<b>197,000</b>

PUBLIC TRANSPORTATION (87)	
OTHER SERVICES AND CHARGES	
30-40 CONTRACTUAL	95,262
<b>TOTAL DIVISION REQUEST</b>	<b>95,262</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>365,662</b>

CONTRACTUAL (30-40) FY 17-18	
Embark Transit (87) - Also Funded in Fund 10-14	57,334
ACOG Regional Transit	37,928
<b>TOTAL</b>	<b>95,262</b>

Funding from Ordinance 3145. Sales Tax effective January 1, 2012.  
 Restricted for Streets, Parks, Trails & Sidewalks and Public Transportation  
 as approved by the City Council.

CONTINUED

**FUND: STREET TAX (065)**

**DEPARTMENT: DEDICATED TAX: STREET / PARKS / TRAILS & SIDEWALKS / PUBLIC TRANSPORTATION**

**DEPARTMENT HEAD: GUY HENSON**

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FUND BALANCE ACTUAL AT 6-30-15				
DIVISION/DEPT	6/30/14 FUND BALANCE	25% SALES TAX REVENUES	ACTUAL EXPENSES	6/30/15 FUND BALANCE
STREETS - 066 (Tax & Transfer In)	135,211	106,343	-	241,554
PARKS - 023	189,881	106,343	42,319	253,905
TRAILS & SIDEWALKS - 006	253,928	106,343	190,800	169,471
PUBLIC TRANSPORTATION - 087	253,928	106,343	5,395	354,876
INTEREST	29,983	30,226	-	60,209
	862,929	455,596	238,514	1,080,011

FUND BALANCE ACTUAL AT 6-30-16				
DIVISION/DEPT	6/30/15 FUND BALANCE	25% SALES TAX REVENUES	ACTUAL EXPENSES	6/30/16 FUND BALANCE
STREETS - 066	241,554	107,859	55,832	293,580
PARKS - 023	253,905	107,859	25,181	336,582
TRAILS & SIDEWALKS - 006	169,471	107,859	212,876	64,453
PUBLIC TRANSPORTATION - 087	354,876	107,859	12,041	450,693
INTEREST	60,209	26,370	-	86,579
	1,080,011	457,804	305,930	1,231,885

FUND BALANCE ESTIMATED ACTUAL AT 6-30-17				
DIVISION/DEPT	6/30/16 FUND BALANCE	25% SALES TAX REVENUES	ACTUAL EXPENSES	6/30/17 FUND BALANCE
STREETS - 066	293,580	104,856	291,620	106,816
PARKS - 023	336,582	104,856	346,702	94,736
TRAILS & SIDEWALKS - 006	64,453	122,734	269,755	(82,568)
PUBLIC TRANSPORTATION - 087	450,693	104,856	116,849	438,700
INTEREST	86,579	20,676	-	107,255
	1,231,885	457,977	1,024,926	664,936

FUND BALANCE ESTIMATED ACTUAL AT 6-30-18				
DIVISION/DEPT	6/30/17 FUND BALANCE	25% SALES TAX REVENUES	ACTUAL EXPENSES	6/30/18 FUND BALANCE
STREETS - 066	106,816	105,707	197,000	15,523
PARKS - 023	94,736	105,707	73,400	127,043
TRAILS & SIDEWALKS - 006	(82,568)	105,707	-	23,139
PUBLIC TRANSPORTATION - 087	438,700	105,707	95,262	449,145
INTEREST	107,255	18,249	-	125,504
	664,936	441,078	365,662	740,352

**CAPITAL OUTLAY FY 17-18**

Festival Tent (30x50)	10,000
Picnic Tables and Trash Cans	20,000
Festival Lighting at Charles J Johnson Town Center	5,000
Ten (10) 6' Tables with Bench Seats	8,500
Five (5) 46' Square Tables with Seats	5,700
Two (2) 8' ADA Tables with Bench Seats	1,800
Yellow Slide Pump	1,500
Spill Bucket Water Pump	1,500
Toddler Slide	5,000
Five (5) Lifeguard Chairs	6,500
Aquatrek Wheelchair	2,900
Projects to be Approved by Council (66)	100,000
HVAC Replacement at Pool Pump House	5,000
Roto Mill and Overlay Douglas from SE 4th to SE 10th	97,000
(Additional Funding in Street and Alley, 013 and Capital Improvements, 157)	
<b>TOTAL</b>	<b>270,400</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Joe Barnes Trail 2nd Year Funding (061613)	62,818
Joe Barnes Trail Asphalt Repaving	48,384
Eng-Safe Routes to School	9,557
Eng - Palmer Loop/MWC Ele	3,500
Mid-America Park Trail	189,194
Traub Park	30,000
Mid-America Park Improvements	34,316
Spray Park Relocation	100,000
Playground Equipment - Traub	30,000
Soccer Fence	20,000
Rail with Trail Phase 1	21,184
NE 10th - A.D. to Crutch	115,187
Residential Street Repair	176,433
Bus Shelters	84,000
SE 29th from Air Depot to Sooner Road - Trail	67,504
<b>TOTAL</b>	<b>992,077</b>



FUND: CAPITAL IMPROVEMENTS (157)  
DEPARTMENT: CAPITAL IMPROVEMENT (57)  
DEPARTMENT: GUY HENSON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
MATERIALS AND SUPPLIES	-	37,749	37,749	-
CAPITAL OUTLAY	333,605	2,129,541	1,694,688	605,000
TRANSFERS OUT	180,000	740,000	740,000	-
<b>TOTAL</b>	<b>513,605</b>	<b>2,907,290</b>	<b>2,472,437</b>	<b>605,000</b>

The \$740,000 transfer out is for elimination of receivable from Fund 195.

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TAXES	106,127	106,492	99,033	104,362
LICENSES & PERMITS	162,795	80,289	105,809	113,217
INTEREST	52,230	53,158	41,684	37,102
TRANSFERS IN (340) <small>Cap imp</small>	263,525	163,214	214,859	215,614
TRANSFERS IN (195) <small>Hotel</small>	360,000	-	-	-
TRANSFERS IN (143)	-	140,000	140,000	-
<b>TOTAL</b>	<b>944,677</b>	<b>543,153</b>	<b>601,385</b>	<b>470,295</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	3,355,848	844,092	1,669,534	2,530,406	6/30/2015
6/30/2015	2,530,406	944,677	513,605	2,961,478	6/30/2016
6/30/2016	2,961,478	601,385	2,472,437	1,090,426	6/30/2017 - EST
6/30/2017	1,090,426	470,295	605,000	955,721	6/30/2018 - EST

FINAL BUDGET 2017-2018

CAPITAL OUTLAY	
40-06 INFRASTRUCTURE	605,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>605,000</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>605,000</b>

CAPITAL OUTLAY FY 17-18

Mid America Park Trail	330,000
Roto Mill and Overlay Douglas from SE 4th to SE 10th	200,000
<small>Additional funding to come from Fund 13 and Fund 65</small>	
Post Rd from SE 15th to SE 29th Trail 1/2 funding	75,000
<b>TOTAL</b>	<b>605,000</b>

CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL

Sidewalks -- To Be Determined by Sidewalk Committee	25,000
SCIP Recreational Trail	175,000
SE 15th & Sooner Development	76,596
Mid-America Park Trail	120,674
Spray Park Relocation	150,000
I-40/Hudiburg Grant	544,187
N Oaks Neighborhood Park	49,074
Eng - Sooner/Reno to 29th	5,250
Reno/A.D. to Sooner E & M	12,836
Survey/Engineering 29th	138,582
City Wide Stripping	4,094
Mid-America Trail Match	13,895
Eng - NE 10th to Douglas/Post	24,500
Ridgewood Drainage Replacement	50,000
Re-construction SE 29th St - Midwest to Douglas - Phase I	180,000
Douglas Roto Mill and Overlay - Phase 1	125,000
<b>TOTAL</b>	<b>1,694,688</b>

FUND: 2002 G.O. BOND (269)  
 DEPARTMENT: STREET BOND (69)  
 DEPARTMENT HEAD: GUY HENSON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	17,934	-	-	-
BENEFITS	5,102	-	-	-
OTHER SERVICES	195	-	-	-
CAPITAL OUTLAY	464,680	3,109,728	2,523,581	569,816
<b>TOTAL</b>	<b>487,911</b>	<b>3,109,728</b>	<b>2,523,581</b>	<b>569,816</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTEREST	69,541	43,000	18,332	10,352
RENTAL INCOME	1,150	-	-	-
REIMBURSEMENTS	140,498	-	-	-
	211,189	43,000	18,332	10,352

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	3,411,582	107,173	177,320	3,341,435	6/30/2015
6/30/2015	3,341,435	211,189	487,911	3,064,713	6/30/2016
6/30/2016	3,064,713	18,332	2,523,581	559,464	6/30/2017 - EST
6/30/2017	559,464	10,352	569,816	-	6/30/2018 - EST

PERMANENT STAFFING	FY 17-18	FY 16-17	PERSONNEL POSITIONS SUMMARY:
Property Acquisition Specialist	0	0	
<b>TOTAL</b>	<b>0</b>	<b>0</b>	2014-15 - .25 2015-16 - .25 2016-17 - 0 2017-18 - 0

.25 Property Acquisition Specialist (010-05) in FY 14-15  
 .25 Property Acquisition Specialist (269) moved back to Comm Dev (010-05) in FY 16-17

**FINAL BUDGET 2017-2018**

CAPITAL OUTLAY	
40-06 INFRASTRUCTURE	569,816
<b>TOTAL CAPITAL OUTLAY</b>	<b>569,816</b>

**TOTAL DEPARTMENT REQUEST** 569,816

**CAPITAL OUTLAY FY 16-17**

15th & Douglas Intersection	311,093
15th - Lynn Fry to Anderson	1,944,121
SE 15th & Midwest Blvd Intersection - Project 691601	268,367
<b>TOTAL</b>	<b>2,523,581</b>

**CAPITAL OUTLAY FY 17-18**

Roto Mill & Overlay Anderson - SE 29th to SE 15th	350,000
Contingencies or Cost Overruns for SE 15th & Midwest Blvd Intersection or SE 15th - Lynn Fry to Anderson	219,816
<b>TOTAL</b>	<b>569,816</b>

**FUND: SALES TAX CAPITAL IMPROVEMENTS (340)**  
**DEPARTMENT HEAD: GUY HENSON**

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TRANSFER OUT	5,574,869	5,475,223	5,423,299	5,458,279
OTHER SERVICES	-	5,077	5,077	5,077
<b>TOTAL</b>	<b>5,574,869</b>	<b>5,480,300</b>	<b>5,428,376</b>	<b>5,463,356</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TAXES	5,572,243	5,572,188	5,425,816	5,460,746
INTEREST (Sewer Only)	2,627	2,633	2,560	2,610
<b>TOTAL</b>	<b>5,574,869</b>	<b>5,574,821</b>	<b>5,428,376</b>	<b>5,463,356</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	-	5,512,228	5,512,228	- 6/30/2015
6/30/2015	-	5,574,869	5,574,869	- 6/30/2016
6/30/2016	-	5,428,376	5,428,376	- 6/30/2017 - EST
6/30/2017	-	5,463,356	5,463,356	- 6/30/2018 - EST

FY 16-17 TAXES	HOTEL 2011	SEWER 2011-A	TOTAL
Sales	2,021,010	3,245,742	5,266,752
Use	-	159,064	159,064
Interest	-	2,560	2,560
	2,021,010	3,407,366	5,428,376

FY 17-18 TAXES	HOTEL 2011	SEWER 2011-A	TOTAL
Sales	2,031,136	3,262,004	5,293,140
Use	-	167,606	167,606
Interest	-	2,610	2,610
	2,031,136	3,432,220	5,463,356

**FINAL BUDGET 2017-2018**

<b>TRANSFERS OUT</b>	
80-50 TRANSFERS OUT (250) - SEWER	3,429,091
80-50 TRANSFERS OUT (250) - HOTEL	1,813,574
80-57 TRANSFERS OUT (157)	215,614
<b>TOTAL TRANSFERS OUT</b>	<b>5,458,279</b>

<b>OTHER SERVICES &amp; CHARGES</b>	
30-86 AUDIT - SEWER	3,129
30-86 AUDIT - HOTEL	1,948
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>5,077</b>

**TOTAL DEPARTMENT REQUEST** **5,463,356**

**FUTURE DEBT REQUIREMENT**

<b>Hotel / Conference Center</b>	
<b>2011 Bond Series Deposit Requirements</b>	
Jul - Aug @ 150,892	301,784
Sep - Jun @ 150,929	1,509,290
Trustee Fee	2,500
	<u>1,813,574</u>
<i>Revenue Bonds O/S \$22,175,000 as of 6/30/17</i>	
<i>Debt Service Matures Sept. 1, 2033</i>	
<b>Sewer Plant</b>	
<b>2011A Bond Series Deposit Requirements</b>	
Jul - Feb @ 392,281	3,138,248
Mar - Jun @ 392,418	1,569,672
Trustee Fee	3,500
	<u>4,711,420</u>
<i>Revenue Bonds O/S \$31,500,000 as of 6/30/17</i>	
<i>Debt Service Matures March 1, 2025</i>	
Amount to be paid with sewer fee (186)	(1,282,329)
<b>TOTAL</b>	<u><b>5,242,665</b></u>

# **G.O. Debt Fund**

**City of Midwest City, Oklahoma**  
Debt Service – Index (Governmental Debt Only)

<u>Fund / Department *Number</u>	<u>Fund / Department Description</u>	<u>Page Number</u>
350	Fund Summary	193
350	Summary of Outstanding Debt	194
350	Net Assessed Valuation	195
350	MWC Ad Valorem Tax Rate	196

\* **Note:** Three digit codes represent the Fund Number  
 Two digit codes represent the Department Number

**FUND: G. O. DEBT SERVICE (350)**  
**DEPARTMENT: DEBT SERVICE (GENERAL OBLIGATION BONDS)**  
**DEPARTMENT HEAD: CHRISTY BARRON**

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
DEBT SERVICE	1,590,700	1,549,645	1,549,645	376,750
TRANSFER OUT (009)	32,442	15,000	15,000	7,726
<b>TOTAL</b>	<b>1,623,142</b>	<b>1,564,645</b>	<b>1,564,645</b>	<b>384,476</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TAXES	1,522,598	553,313	349,284	342,532
INTEREST	32,442	15,000	15,000	7,726
<b>TOTAL</b>	<b>1,555,040</b>	<b>568,313</b>	<b>364,284</b>	<b>350,258</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
	1,504,442	1,629,419	1,702,514	1,431,347	6/30/2015
	1,431,347	1,555,040	1,623,142	1,363,245	6/30/2016
	1,363,245	364,284	1,564,645	162,884	6/30/2017 - EST
	162,884	350,258	384,476	128,666	6/30/2018 - EST

**FINAL BUDGET 2017-2018**

DEBT SERVICE	
70-01 PRINCIPAL FIRE/POLICE (MAY 1)	325,000
71-01 INTEREST FIRE/POLICE (MAY 1 & NOV 1)	51,350
72-02 FISCAL AGENT FEES - FIRE/POLICE	400
<b>TOTAL DEBT SERVICE</b>	<b>376,750</b>

TRANSFERS	
80-26 CAPITALIZATION (009)	7,726
<b>TOTAL TRANSFERS OUT</b>	<b>7,726</b>

**TOTAL DEPARTMENT REQUEST** 384,476

OUTSTANDING BONDS AS OF 6-30-17	
2006 Public Safety (Maturity 5-1-2021)	1,300,000

The Debt Service Fund is the fund established to pay the City of Midwest City's indebtedness for judgments against the City, and bond issues that have been approved by a vote of the citizens. These bonds have been issued for specific projects which Midwest City was unable to fund from normal revenue sources. This differs from the Capital Outlay requests of the department's budgets because of the large amount of money required for the projects.

The following is a description of the type of bond issue that the City utilizes:

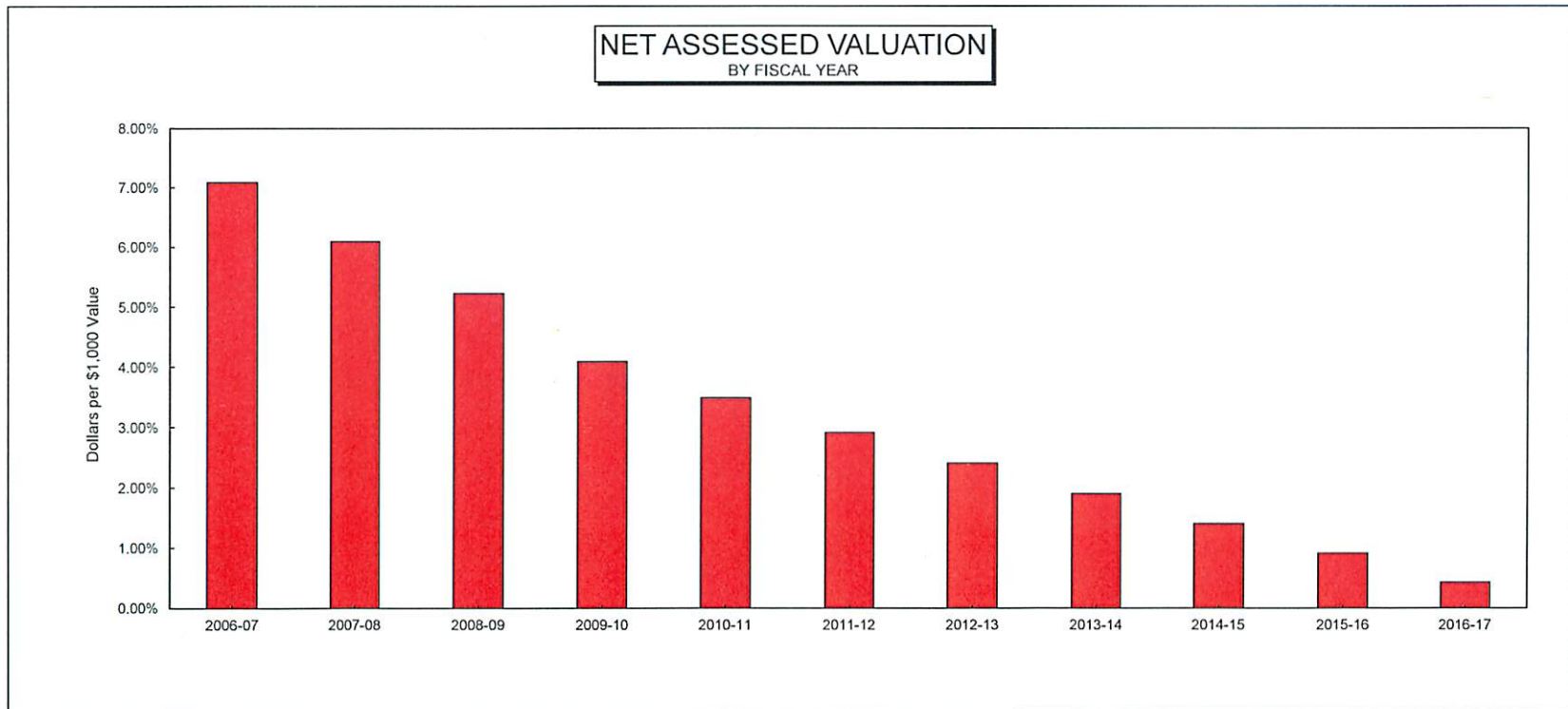
General Obligation Bond Issue: This type of bond must be voted upon by the citizens of Midwest City and is paid for by the citizens through the ad valorem tax process, such as property tax and personal property tax. No legal limit is set, but a rule of thumb is 25% of the assessed valuation. (See next page for more details of ad valorem taxes.)

**DEBT SERVICE FUND - SUMMARY OF G.O. BONDS OUTSTANDING**

<u>TYPE BOND</u>	<u>ISSUE DATE</u>	<u>MATURITY DATE</u>	<u>ORIGINAL ISSUE AMT</u>	<u>PAID THRU 06/30/17</u>	<u>AMOUNT OUTSTANDING 07/01/17</u>
G O 2006 - Public Safety	05/01/06	05/01/21	4,500,000	3,200,000	1,300,000
G O 2002 - Street	12/28/01	02/01/17	15,000,000	15,000,000	-
		<b>TOTALS</b>	<u>19,500,000</u>	<u>18,200,000</u>	<u>1,300,000</u>

**GENERAL STATISTICAL INFORMATION**

Fiscal Year	Net Assessed Valuation	Outstanding Bonds Beginning of Year	Ratio of Debt To Valuation
2006-07	230,176,896	16,325,000	7.09%
2007-08	245,582,102	14,975,000	6.10%
2008-09	259,653,914	13,575,000	5.23%
2009-10	271,469,612	11,100,000	4.09%
2010-11	278,216,075	9,700,000	3.49%
2011-12	284,605,074	8,300,000	2.92%
2012-13	285,884,862	6,900,000	2.41%
2013-14	289,374,229	5,500,000	1.90%
2014-15	291,744,529	4,100,000	1.41%
2015-16	296,030,326	2,700,000	0.91%
2016-17	304,059,153	1,300,000	0.43%

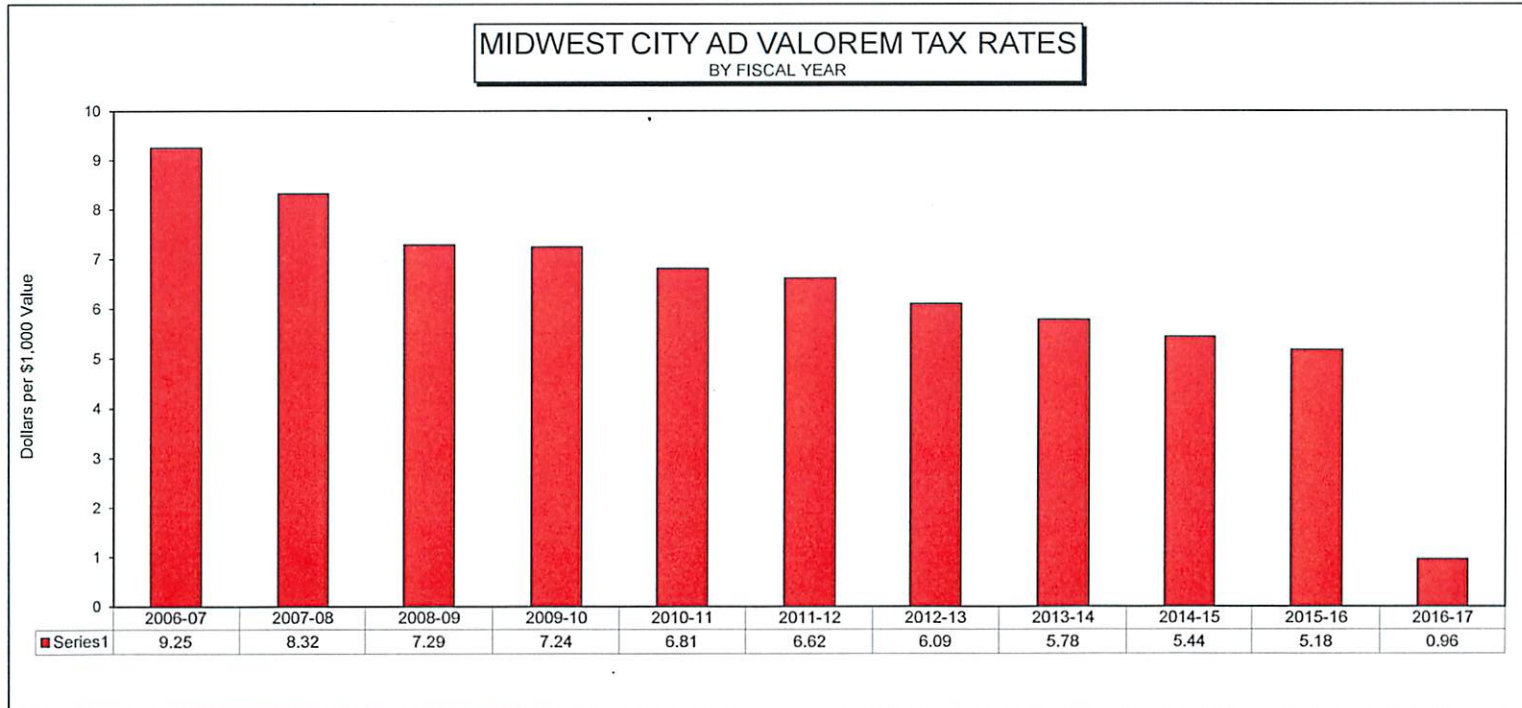




**ACTUAL TAX RATES AS LEVIED PER \$1,000 ASSESSED VALUATION**

Fiscal Year	City Tax Rate	County Tax Rate	Rose State College Tax Rate	MWC School Tax Rate	Choctaw School Tax Rate	Oklahoma City School Tax Rate	Crutch School Tax Rate
2006-07	9.25	22.81	18.29	62.79	62.60	57.07	47.56
2007-08	8.32	22.29	17.67	64.31	63.11	56.73	48.14
2008-09	7.29	23.18	17.30	65.05	66.66	52.48	48.18
2009-10	7.24	24.79	17.40	65.83	68.50	58.43	46.96
2010-11	6.81	24.27	17.32	65.60	69.41	58.70	64.02
2011-12	6.62	24.06	17.18	64.64	70.22	62.09	62.01
2012-13	6.09	23.97	17.10	66.55	72.49	59.29	63.87
2013-14	5.78	23.87	17.02	64.96	76.19	60.39	59.95
2014-15	5.44	23.58	20.33	70.32	76.18	59.36	59.02
2015-16	5.18	23.72	19.88	71.03	76.17	59.71	58.9
2016-17	0.96	23.81	19.65	70.64	76.17	59.36	60.51

Note: There are four school districts within the City Limits of Midwest City. To know your total tax rate you would follow the below listed formula:  
 City Rate + County Rate + Rose State Rate + School Rate = Total Tax Rate



# Internal Funds

# City of Midwest City, Oklahoma

## Internal Service

### Index

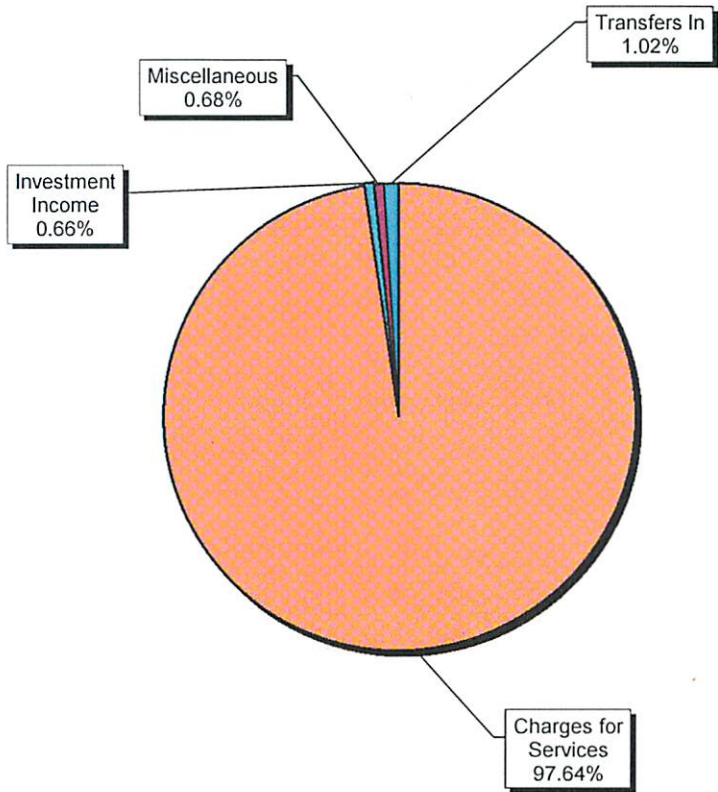
<u>Fund / Department *Number</u>	<u>Fund / Department Description</u>	<u>Page Number</u>
	Fund Summary	199
	Budget Charts	200
	Fund Balance Summary	201
	<b>Individual Funds:</b>	
075	Public Works Administration	202
080	Fleet Services	205
081	Surplus Property	208
202	Risk Management	211
240	Life & Health Benefits	214

\* **Note:** Three digit codes represent the Fund Number  
Two digit codes represent the Department Number

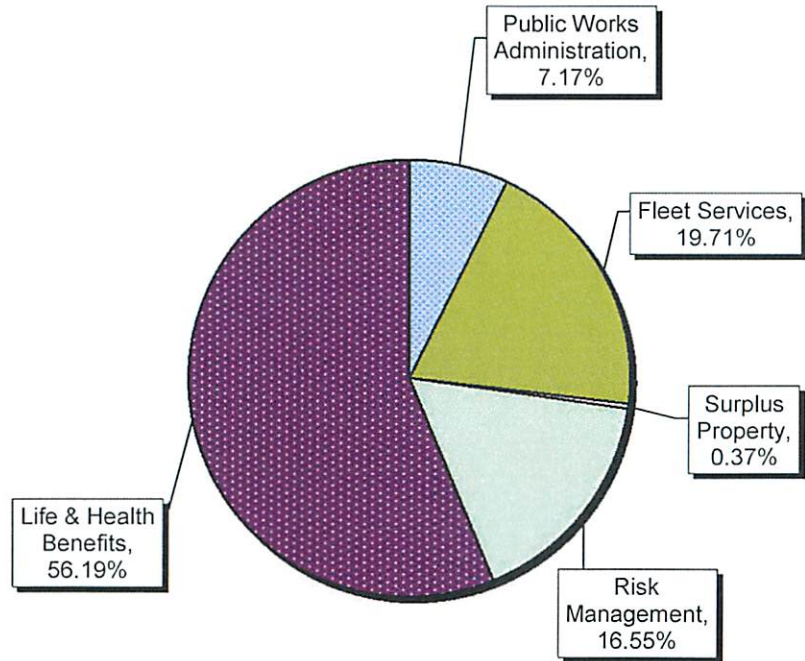
**INTERNAL SERVICE FUNDS BUDGET SUMMARY - FISCAL YEAR 2017-2018**

	PRIOR YEAR ACTUAL FY 15-16	CURRENT YEAR BUDGET AS AMENDED FY 16-17	CURRENT YEAR ACTUAL (Est.) FY 16-17	BUDGET YEAR FINAL FY 17-18
<b>ESTIMATED REVENUE:</b>				
Charges for Services	11,909,140	12,213,095	12,195,600	12,984,814
Investment Income	120,977	109,119	98,827	88,087
Miscellaneous	76,453	80,809	162,198	91,049
Intergovernmental	-	-	-	-
Transfers In	-	132,784	135,821	135,037
<b>TOTAL REVENUE</b>	<b>12,106,570</b>	<b>12,535,807</b>	<b>12,592,446</b>	<b>13,298,987</b>
Use / (Gain) of Fund Balance	724,713	2,187,865	810,933	201,076
<b>TOTAL RESOURCES</b>	<b>12,831,283</b>	<b>14,723,672</b>	<b>13,403,379</b>	<b>13,500,063</b>
<b>PROPOSED EXPENDITURES:</b>				
Public Works Administration	849,312	1,014,949	1,000,870	967,872
Fleet Services	2,141,698	2,768,428	2,469,794	2,661,513
Surplus Property	39,267	64,541	61,218	50,503
Risk Management	2,561,112	4,057,001	3,063,509	2,234,816
Life & Health Benefits	7,234,996	6,818,753	6,807,988	7,585,359
Transfers	4,898	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>12,831,283</b>	<b>14,723,672</b>	<b>13,403,379</b>	<b>13,500,063</b>

**ESTIMATED REVENUES-INTERNAL SERVICE**  
**FY 2017-2018**  
**Total \$13,298,987**



**ESTIMATED EXPENSES-INTERNAL SERVICE**  
**FY 2017-2018**  
**Total \$13,500,063**



**INTERSERVICE FUND BUDGET SUMMARY - FISCAL YEAR 2017-2018**

	<b>PRIOR YEAR ACTUAL FY 15-16</b>	<b>CURRENT YEAR BUDGET FY 16-17</b>	<b>CURRENT YEAR ACTUAL (Est.) FY 16-17</b>	<b>BUDGET YEAR FINAL FY 17-18</b>
Public Works Administration - Revenues	918,761	977,302	977,298	975,341
Public Works Administration - Expenses	(851,060)	(1,014,949)	(1,000,870)	(967,872)
<b>USE OF FUND BALANCE:</b>	<b>67,701</b>	<b>(37,647)</b>	<b>(23,572)</b>	<b>7,469</b>
Interservice - Revenues	2,181,484	2,594,404	2,470,789	2,670,883
Interservice - Expenses	(2,144,291)	(2,768,428)	(2,469,794)	(2,661,513)
<b>TOTAL USE OF FUND BALANCE:</b>	<b>37,193</b>	<b>(174,024)</b>	<b>995</b>	<b>9,370</b>
Surplus Property - Revenues	50,966	50,284	49,699	48,606
Surplus Property - Expenses	(39,374)	(64,541)	(61,218)	(50,503)
<b>TOTAL USE OF FUND BALANCE:</b>	<b>11,592</b>	<b>(14,257)</b>	<b>(11,519)</b>	<b>(1,897)</b>
Risk Management - Revenues	2,002,697	2,045,887	2,100,129	2,014,596
Risk Management - Expenses	(2,561,401)	(4,057,001)	(3,063,509)	(2,234,816)
<b>TOTAL USE OF FUND BALANCE:</b>	<b>(558,704)</b>	<b>(2,011,114)</b>	<b>(963,380)</b>	<b>(220,220)</b>
Life & Health - Revenues	6,952,662	6,867,930	6,994,531	7,589,561
Life & Health - Expenses	(7,235,157)	(6,818,753)	(6,807,988)	(7,585,359)
<b>TOTAL USE OF FUND BALANCE:</b>	<b>(282,495)</b>	<b>49,177</b>	<b>186,543</b>	<b>4,202</b>

FUND: PUBLIC WORKS ADMINISTRATION (075)  
DEPARTMENT: PUBLIC WORKS ADMINISTRATION (30)  
DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	555,256	629,955	620,718	602,766
BENEFITS	178,942	202,670	199,639	199,701
MATERIALS & SUPPLIES	2,292	3,675	2,740	4,665
OTHER SERVICES	97,015	137,425	136,549	143,755
CAPITAL OUTLAY	15,806	41,224	41,224	16,985
TRANSFERS	1,748	-	-	-
<b>TOTAL</b>	<b>851,060</b>	<b>1,014,949</b>	<b>1,000,870</b>	<b>967,872</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	912,824	971,205	971,205	968,685
INTEREST	5,937	5,296	5,292	3,928
TRANSFERS IN	-	801	801	2,728
<b>TOTAL</b>	<b>918,761</b>	<b>977,302</b>	<b>977,298</b>	<b>975,341</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	170,889	862,654	817,316	216,227
6/30/2015	216,227	918,761	851,060	283,928
6/30/2016	283,928	977,298	1,000,870	260,356
6/30/2017	260,356	975,341	967,872	267,826

FINAL BUDGET 2017-2018

PERSONAL SERVICES

10-01 SALARIES	557,253
10-03 OVERTIME	5,616
10-07 ALLOWANCES	10,020
10-10 LONGEVITY	10,630
10-11 SL BUYBACK	6,818
10-12 VL BUYBACK	3,628
10-13 PDO BUYBACK	3,356
10-14 SL INCENTIVE	5,445
<b>TOTAL PERSONAL SERVICES</b>	<b>602,766</b>

BENEFITS

15-01 SOCIAL SECURITY	46,112
15-02 EMPLOYEES' RETIREMENT	84,387
15-03 GROUP INSURANCE	43,022
15-04 WORKERS COMP INSURANCE	5,990
15-06 TRAVEL & SCHOOL	6,100
15-13 LIFE	1,321
15-14 DENTAL	4,014
15-20 OVERHEAD HEALTH CARE COST	3,561
15-97 RETIREE INSURANCE SUBSIDY	2,728
15-98 RETIREE INSURANCE	2,466
<b>TOTAL BENEFITS</b>	<b>199,701</b>

MATERIALS & SUPPLIES

20-34 MAINTENANCE OF EQUIPMENT	528
20-41 SUPPLIES	4,137
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>4,665</b>

OTHER SERVICES & CHARGES

30-23 UPKEEP REAL PROPERTY	2,460
30-40 CONTRACTUAL	13,999
30-41 CONTRACTUAL LABOR	16,812
30-43 HARDWARE/SOFTWARE MAINT	72,000
30-72 MEMBERSHIPS & SUBSCRIPTIONS	567
30-85 INSURANCE-FLEET/LIABILITY	20,162
30-86 AUDIT	505
30-90 PUBLIC RELATIONS - CONTRACTUAL	17,250
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>143,755</b>

(CONTINUED)

FUND: PUBLIC WORKS ADMINISTRATION (075)  
 DEPARTMENT: PUBLIC WORKS ADMINISTRATION (30)  
 DEPARTMENT HEAD: VAUGHN SULLIVAN  
 PAGE TWO

PERMANENT STAFFING	FY 17-18	FY 16-17
Environmental Service Dir	0	1
Community Service Dir	0	1
Public Works Director	1	0
Assistant Public Works Dir	1	0
Office Manager	1	1
Secretary II	3	3
GIS Coordinator	0	0.5
GIS Analyst	1	0
Safety Coordinator	0.8	0.8
Assistant City Manager	0	0.25
City Manager	0.25	0
Communications Coord - IT	0.105	0.105
<b>TOTAL</b>	<b>8.155</b>	<b>7.655</b>

- .80 Safety Coord from Risk (202) FY 12-13
- .105 Communications Coord added FY 14-15
- .50 GIS Coordinator moved from Comm Dev (010-05) FY 16-17
- Added Public Works Director in place of Environmental Service Dir FY 17-18
- Added Asst Public Works Dir in place of Community Service Dir FY 17-18
- .05 GIS Coordinator moved back to Comm Dev (010-05) FY 17-18
- Moved GIS Analyst from Comm Dev (010-05) FY 17-18
- .25 Asst City Manager moved to .15 City Manager (010-01) & .10 to Risk (202) FY 17-18
- .25 City Manager moved from City Manager (010-01) FY 17-18

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Computers & Hardware	4,636
Furniture	9,789
Software	5,000
Scanner Software/Upgrade	21,799
<b>Total</b>	<b>41,224</b>

PERSONNEL  
 POSITIONS  
 SUMMARY:  
 2005-06 - 7.5  
 2006-07 - 6.75  
 2007-08 - 5.75  
 2008-09 - 7  
 2009-10 - 7.5  
 2010-11 - 7.5  
 2011-12 - 7.5  
 2012-13 - 8.30  
 2013-14 - 8.30  
 2014-15 - 8.405  
 2015-16 - 8.155  
 2016-17 - 7.655  
 2017-18 - 8.155

<b>CAPITAL OUTLAY</b>	
40-02 EQUIPMENT	1,000
40-14 REMODEL	15,985
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>16,985</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>967,872</b>

**SOURCES OF REVENUE BY DEPARTMENT**

Sanitation	244,375
Water	234,859
Wastewater	227,229
Street	126,928
Drainage	37,857
Golf Courses	42,864
Storm Water	54,573
<b>TOTAL</b>	<b>968,685</b>

**CAPITAL OUTLAY FY 17-18**

Replace PWA Bathroom Flooring	1,920
Replace PWA Office Carpet	9,065
Remodel PWA Conference Room	5,000
Office Furniture	1,000
<b>TOTAL</b>	<b>16,985</b>

**CONTRACTUAL DETAIL (30-40) FY 17-18**

Verizon Wireless (2 I-pads Service Contract)	1,090
Cox WiFi Service	1,380
Charley's Professional Pest Control	600
Unifirst (Rugs)	247
Standley Systems (Copier)	1,392
Jan-Pro of OKC (Cleaning Offices)	3,000
City Works Training	2,400
Fire Alarm Monitoring	530
Office 365 Subscription for 2 I-pads (\$15/month)	360
New Edge Services (City Works Upgrade)	3,000
<b>TOTAL</b>	<b>13,999</b>



**FUND: PUBLIC WORKS ADMINISTRATION (075)**  
**DEPARTMENT: PUBLIC WORKS ADMINISTRATION (30)**

**SIGNIFICANT EXPENDITURE CHANGES:**

None

**STAFFING/PROGRAMS**

In September 2016, the Public Works experienced a reorganization; eliminating the Community Services Director and Environmental Service Director. These two positions were replaced by the Public Works Director and an Assistant Public Works Director/Environmental Service Director.

Public Works Administration remains committed to providing excellent customer service to the citizens of Midwest City and to the Public Works Divisions it serves.

**PROGRAM DESCRIPTION**

The Public Works Administration provides administrative services for all Public Works Divisions: Street and Parks Maintenance, Capital Drainage, Sanitation, Storm Water Quality, Water Plant, Water Recourse Recovery Facility, Line Maintenance and Golf Operations.

In addition to providing departmental administration, Public Works Administration provides customer service for all Public Works Divisions

**2017-2018 GOALS AND OBJECTIVES**

1. Continue to provide excellent customer service to the citizens of Midwest City
2. Continue to provide assistance to all the Public Works Divisions, projects and programs.
3. Continue to give quality reporting to City Hall staff and Council members.
4. Fully implement the reorganization of Public Works.

FUND: INTERSERVICE (080)  
DEPARTMENT: FLEET SERVICES (25)  
DEPARTMENT HEAD: TIM LYON

FINAL BUDGET 2017-2018

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	535,335	572,672	567,745	603,645
BENEFITS	225,057	248,659	246,445	261,026
MATERIALS & SUPPLIES	1,283,175	1,731,972	1,440,794	1,647,750
OTHER SERVICES	79,100	119,399	119,084	109,092
CAPITAL OUTLAY	19,031	95,726	95,726	40,000
TRANSFERS	2,593	-	-	-
<b>TOTAL</b>	<b>2,144,291</b>	<b>2,768,428</b>	<b>2,469,794</b>	<b>2,661,513</b>

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	2,179,641	2,588,326	2,460,377	2,663,587
INVESTMENT INTEREST	1,843	596	2,194	1,806
TRANSFERS IN	-	5,482	8,218	5,490
<b>TOTAL</b>	<b>2,181,484</b>	<b>2,594,404</b>	<b>2,470,789</b>	<b>2,670,883</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	135,454	2,262,481	2,251,644	146,291	6/30/2015
6/30/2015	146,291	2,181,484	2,144,291	183,484	6/30/2016
6/30/2016	183,484	2,470,789	2,469,794	184,479	6/30/2017 - EST
6/30/2017	184,479	2,670,883	2,661,513	193,849	6/30/2018 - EST

PERSONAL SERVICES	
10-01 SALARIES	542,225
10-02 WAGES	15,000
10-03 OVERTIME	2,500
10-07 ALLOWANCES	13,500
10-10 LONGEVITY	12,725
10-11 SICK LEAVE BUYBACK	4,637
10-12 VL BUYBACK	2,537
10-13 PDO BUYBACK	1,221
10-14 SICK LEAVE INCENTIVE	4,800
10-19 ON CALL	4,500
<b>TOTAL PERSONAL SERVICES</b>	<b>603,645</b>

BENEFITS	
15-01 SOCIAL SECURITY	46,179
15-02 EMPLOYEES' RETIREMENT	82,410
15-03 GROUP INSURANCE	85,329
15-04 WORKERS COMP INSURANCE	11,458
15-06 TRAVEL & SCHOOL	7,000
15-07 UNIFORMS	4,500
15-13 LIFE	1,879
15-14 DENTAL	8,003
15-20 OVERHEAD HEALTH CARE COST	3,816
19-97 RETIREE INSURANCE SUBSIDY	5,490
15-98 RETIREE INSURANCE	4,962
<b>TOTAL BENEFITS</b>	<b>261,026</b>

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	930,000
20-35 SMALL TOOLS & EQUIP	5,000
20-41 SUPPLIES	12,750
20-45 FUEL	700,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>1,647,750</b>

(CONTINUED)

FUND: INTERSERVICE (080)  
 DEPARTMENT: FLEET SERVICES (25)  
 DEPARTMENT HEAD: TIM LYON  
 PAGE TWO

PERMANENT STAFFING	FY 17-18	FY 16-17
Fleet Supervisor	0	1
Transportation Manager	1	0
Records Clerk	1	1
Secretary II	0.5	0.5
Lead Technician	1	1
Technician I	1	4
Technician II	2	4
Technician III	3	0
Service Attendant I	2	0
Safety Coordinator	0.1	0.1
<b>TOTAL</b>	<b>11.6</b>	<b>11.6</b>

WAGES	FY 17-18	FY 16-17
OJT Technician - Part Time	0.5	0.5

**CAPITAL OUTLAY FY 17-18**

Shop Equipment/Software	8,000
Pickup Bed Lifting Fixture	1,000
Building Lighting	4,000
Bird Netting	2,000
CNG Approved Facility Upgrades	21,000
Computer	2,000
Ipad	2,000
<b>TOTAL</b>	<b>40,000</b>

**PERSONNEL  
POSITIONS  
SUMMARY:**

2006-07 - 13  
 2007-08 - 12  
 2008-09 - 12  
 2009-10 - 12  
 2010-11 - 12  
 2011-12 - 12.5  
 2012-13 - 12.6  
 2013-14 - 12.6  
 2014-15 - 12.1  
 2015-16 - 12.1  
 2016-17 - 12.1  
 2017-18 - 11.6

**OTHER SERVICES & CHARGES**

30-01 UTILITIES	2,500
30-23 UPKEEP REAL PROPERTY	9,000
30-40 CONTRACTUAL	7,000
30-41 CONTRACTUAL LABOR	75,000
30-43 HARDWARE/SOFTWARE MAINT	693
30-72 MEMBERSHIPS & SUBSCRIPTIONS	2,000
30-81 ADVERTISING	500
30-85 INSURANCE - FLEET/LIABILITY	10,599
30-86 AUDIT	1,800
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>109,092</b>

**CAPITAL OUTLAY**

40-02 EQUIPMENT	26,000
40-07 BUILDING	6,000
40-14 REMODEL	4,000
40-49 COMPUTERS	4,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>40,000</b>

**TOTAL DEPARTMENT REQUEST** **2,661,513**

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Office Computers	3,915
Shop Equipment/Software/Scanners	7,973
Shop Heaters, Lights, Switches, Methane Detectors	50,000
CNG Skid Unit	20,000
Car Wash Heater	5,000
CNG Shop Equipment	7,813
Overhead Door Opener	1,025
<b>TOTAL</b>	<b>95,726</b>

**CONTRACTUAL (30-40) FY 17-18**

Pest Control	760
Safety Kleen	2,000
Fire Alarm System Annual Inspection	490
Fire Extinguisher Repair/Replace	700
Ameriworks/Occupational Testing	300
Software Upgrades	1,000
Equipment Repairs	1,600
MAC Systems	150
<b>TOTAL</b>	<b>7,000</b>

FUND: INTERSERVICE (080)  
DEPARTMENT: FLEET SERVICES

#### SIGNIFICANT EXPENDITURE CHANGES FY 17-18

1. Increase "parts" and "labor" budgets for departments with predominantly heavy-duty vehicles.
2. Increase budget to maintain CNG fuel station.
3. Increase the Fleet Services labor force by one (1) Full-time technician to help reduce vehicular down-time and increase productivity.
4. Technician training required for CNG fueled vehicle repairs.

#### PROGRAM DESCRIPTION

Fleet Services Department performs routine repairs and scheduled maintenance on 1,400 different pieces of equipment. Fleet also provides equipment acquisition; make ready and cost control services for all customer departments. Additionally, the Surplus property division of Fleet Services provides surplus property disposition.

#### MISSION STATEMENT

The mission of the Midwest City Fleet Services Department is to provide high quality, proactive, environmentally friendly, customer service oriented vehicle services for the City of Midwest City.

#### 2017-2018 GOALS AND OBJECTIVES

##### CUSTOMER SERVICE:

Promote professionalism through our facility's appearance and the department's procedures. This will be accomplished by continually monitoring fleet operations and improving our methods to meet or exceed the private sector.

Promote the **Character First** program by identifying and rewarding individuals that exhibit great character traits.

Continue to offer loaner cars for operators to use when assigned units are being repaired. By reducing downtime for our customer departments, we help increase the productivity and efficiency of their departmental operations.

##### CERTIFICATION:

Maintain the certification levels of our technician through the ASE program.

Train and certify technicians for alternative fuel vehicles.

##### GOING GREEN:

Continue to pursue hybrid and alternative fueled vehicles and alternative fuel fueling infrastructure grants. Purchase CNG powered heavy and construct an on-site CNG fueling station. Purchase hybrid/electric car for the loaner fleet.

##### PRODUCTIVITY:

1. Reduce the vehicle to technician ratio from 250 to 1 down to 215 to 1.
2. Train technicians to diagnose, maintain, and repair CNG vehicles.
3. Train technicians to diagnose, maintain, and repair the new CNG fueling station
4. Pursue the purchase of state of the art electronic test equipment and updated software for existing equipment.
5. Up-date the Fleet Services facility to allow us to perform repairs to CNG fueled vehicles safely.
6. Pursue Clean Air grants to purchase Hybrid vehicles and alternative fueled vehicles when funding is available.

FUND: SURPLUS PROPERTY (081)  
DEPARTMENT: SURPLUS PROPERTY (26)  
DEPARTMENT HEAD: TIM LYON

EXPENDITURES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2015-2016	2016-2017	2016-2017	2017-2018
PERSONAL SERVICES	19,019	20,596	19,321	19,836
BENEFITS	10,081	11,010	10,571	11,128
MATERIALS & SUPPLIES	332	1,750	1,522	1,339
OTHER SERVICES	9,835	13,200	11,819	11,200
CAPITAL OUTLAY	-	17,985	17,985	7,000
TRANSFERS	107	-	-	-
<b>TOTAL</b>	<b>39,374</b>	<b>64,541</b>	<b>61,218</b>	<b>50,503</b>

REVENUES	ACTUAL	AMENDED BUDGET	ESTIMATED ACTUAL	BUDGET
	2015-2016	2016-2017	2016-2017	2017-2018
CHARGES FOR SERVICES	44,070	43,720	44,200	43,284
INTEREST	6,622	6,564	5,409	5,322
MISCELLANEOUS	274	-	90	-
<b>TOTAL</b>	<b>50,966</b>	<b>50,284</b>	<b>49,699</b>	<b>48,606</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	50,265	50,938	43,801	57,402	6/30/15
6/30/2015	57,402	50,966	39,374	68,994	6/30/16
6/30/2016	68,994	49,699	61,218	57,475	6/30/17 - EST
6/30/2017	57,475	48,606	50,503	55,578	6/30/18 - EST

Note: Sales are recorded to the balance sheet.

FINAL BUDGET 2017-2018

PERSONAL SERVICES	
10-01 SALARIES	19,212
10-07 ALLOWANCES	80
10-10 LONGEVITY	544
<b>TOTAL PERSONAL SERVICES</b>	<b>19,836</b>

BENEFITS	
15-01 SOCIAL SECURITY	1,517
15-02 EMPLOYEES' RETIREMENT	2,777
15-03 GROUP INSURANCE	5,920
15-13 LIFE	81
15-14 DENTAL	669
15-20 OVERHEAD HEALTH CARE COST	164
<b>TOTAL BENEFITS</b>	<b>11,128</b>

MATERIALS & SUPPLIES	
20-35 SMALL TOOLS & EQUIP	600
20-41 SUPPLIES	600
20-64 FLEET PARTS	83
20-65 FLEET LABOR	56
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>1,339</b>

OTHER SERVICES & CHARGES	
30-01 UTILITIES & COMMUNICATIONS	4,000
30-23 UPKEEP REAL PROPERTY	1,500
30-40 CONTRACTUAL	100
30-41 SELLER FEES	4,500
30-87 SHIPPING	600
30-89 EBAY FEES	500
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>11,200</b>

CAPITAL OUTLAY	
40-14 REMODEL	3,500
40-15 IOB	3,500
<b>TOTAL CAPITAL OUTLAY</b>	<b>7,000</b>

**TOTAL DEPARTMENT REQUEST** **50,503**

(CONTINUED)

FUND: SURPLUS PROPERTY (081)  
 DEPARTMENT: SURPLUS PROPERTY (26)  
 DEPARTMENT HEAD: TIM LYON  
 PAGE TWO

PERMANENT STAFFING	FY 17-18	FY 16-17
Secretary II	0.5	0.5
<b>TOTAL</b>	<b>0.5</b>	<b>0.5</b>

**PERSONNEL  
 POSITIONS  
 SUMMARY:**

2007-08 - 2  
 2008-09 - .5  
 2009-10 - .5  
 2009-10 - .5  
 2010-11 - .5  
 2011-12 - .5  
 2012-13 - .5  
 2013-14 - .5  
 2014-15 - .5  
 2015-16 - .5  
 2016-17 - .5  
 2017-18 - .5

**CONTRACTUAL (30-40) FY 17-18**

Pest Control	100
<b>TOTAL</b>	<b>100</b>

**SOURCES OF REVENUE BY DEPARTMENT**

Parks	467
General Fund	11,098
Hotel/Conference Center	3,268
Sanitation	8,250
Water	1,134
Sewer	3,575
Golf	701
Stormwater	1,039
Police	6,800
Fire	5,653
Emergency Operations	1,299
<b>TOTAL</b>	<b>43,284</b>

**CAPITAL OUTLAY FY 17-18**

Security System for Warehouse	3,500
Lot Fencing	3,500
<b>TOTAL</b>	<b>7,000</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Garage Door Openers	1,250
Security Cameras	15,935
Computer Replacement	800
<b>TOTAL</b>	<b>17,985</b>

FUND: INTERSERVICE (081)  
DEPARTMENT: SURPLUS PROPERTY DIV.

SIGNIFICANT EXPENDITURE CHANGES FY 17-18

1. None

PROGRAM DESCRIPTION

SPD collects, processes and disposes of unneeded property generated by the City. This will be achieved while complying with city, state and federal regulations.

MISSION STATEMENT

SPD will efficiently and effectively collect, process, redistribute and dispose of unneeded surplus property generated by the City of Midwest City and its departments.

2017-2018 GOALS AND OBJECTIVES

CUSTOMER SERVICE:

Promote professionalism through our facility's appearance and the department's procedures. This will be accomplished by continually monitoring surplus operations and improving our methods to meet or exceed the private sector.

Our goals are to provide innovative solutions for surplus property disposition; give appropriate information on current procedures, policies and regulations; and provide assistance to support successful surplus business operations.

Promote the **Character First** program by identifying and rewarding individuals that exhibit great character traits.

PRODUCTIVITY:

Operating the surplus property division as a division of the Fleet Services department will allow us to properly monitor profits and losses associated with the disposition of surplus city property.

FUND: RISK (202)  
DEPARTMENT: RISK MANAGEMENT (29)  
DEPARTMENT HEAD: TIM LYON

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	
PERSONAL SERVICES	119,097	113,133	97,212	132,661
BENEFITS	43,602	48,519	38,099	52,380
MATERIALS & SUPPLIES	2,441	6,494	3,872	4,324
OTHER SERVICES	60,345	98,280	82,066	80,786
CAPITAL OUTLAY	29,000	5,693	5,693	2,000
INSURANCE RELATED	2,306,627	3,784,882	2,836,567	1,962,665
TRANSFERS	289	-	-	-
<b>TOTAL</b>	<b>2,561,401</b>	<b>4,057,001</b>	<b>3,063,509</b>	<b>2,234,816</b>

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	
CHARGES FOR SERVICES	1,931,986	1,980,882	1,991,444	1,961,347
INVESTMENT INTEREST	67,602	63,804	54,405	52,054
MISCELLANEOUS	3,109	-	53,079	-
TRANSFERS IN	-	1,201	1,201	1,195
<b>TOTAL</b>	<b>2,002,697</b>	<b>2,045,887</b>	<b>2,100,129</b>	<b>2,014,596</b>

BUDGETARY	BUDGET			FUND	
FUND BALANCE:	FUND BAL.	REVENUES	EXPENSES	BALANCE	
6/30/2014	3,426,668	2,182,873	1,797,150	3,812,390	6/30/2015
6/30/2015	3,812,390	2,002,697	2,561,401	3,253,686	6/30/2016
6/30/2016	3,253,686	2,100,129	3,063,509	2,290,306	6/30/2017 - EST
6/30/2017	2,290,306	2,014,596	2,234,816	2,070,086	6/30/2018 - EST

Estimated Actual includes prior year required reserves of \$1,804,000. See detail on next page.

The IBNR, incurred but not reported, per actuarial report as of 6/30/2016:  
Workers Comp: \$1,037,000 General Liability: \$218,000 Total of \$1,255,000

FINAL BUDGET 2017-2018

PERSONAL SERVICES - OPERATIONAL (2910)	
10-01 SALARIES	120,638
10-07 ALLOWANCES	4,598
10-10 LONGEVITY	3,269
10-11 SL BUYBACK	2,153
10-12 VL BUYBACK	249
10-13 PDO BUYBACK	764
10-14 SICK LEAVE INCENTIVE	990
<b>TOTAL PERSONAL SERVICES</b>	<b>132,661</b>

BENEFITS - OPERATIONAL	
15-01 SOCIAL SECURITY	10,149
15-02 EMPLOYEES' RETIREMENT	18,573
15-03 GROUP INSURANCE	12,756
15-06 TRAVEL AND SCHOOLS	6,500
15-13 LIFE	235
15-14 DENTAL	1,107
15-20 OVERHEAD HEALTH CARE COST	787
15-97 RETIREE INSURANCE SUBSIDY	1,195
15-98 RETIREE INSURANCE	1,079
<b>TOTAL BENEFITS</b>	<b>52,380</b>

MATERIALS AND SUPPLIES - OPERATIONAL	
20-41 MATERIALS AND SUPPLIES	3,000
20-63 FLEET FUEL	813
20-64 FLEET PARTS	19
20-65 FLEET LABOR	492
<b>TOTAL MATERIALS AND SUPPLIES</b>	<b>4,324</b>

OTHER SERVICES AND CHARGES - OPERATIONAL	
30-02 DRUG SCREENING	6,000
30-43 HARDWEARE/SOFTWARE MAINT.	693
30-44 PROFESSIONAL SERVICES (TPA)	42,000
30-51 OTHER GOVERNMENT EXPENSES	30,000
30-72 MEMBERSHIPS/SUBSCRIPTIONS	1,300
30-86 AUDIT EXPENSE	793
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>80,786</b>

(CONTINUED)



FUND: RISK (202)  
DEPARTMENT: RISK MANAGEMENT (28)  
DEPARTMENT HEAD: TIM LYON  
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PERMANENT STAFFING	FY 17-18	FY 16-17
Risk Manager	1	1
Assistant City Manager	0.1	0
City Attorney	0.25	0
Assistant City Attorney	0	0.25
Safety Coordinator	0.1	0.1
<b>TOTAL</b>	<b>1.45</b>	<b>1.35</b>

.80 Safety Coord moved to PWA (075) FY 12-13  
.10 Assistant City Manager moved from City Manager (10-01) FY 17-18  
.25 City Attorney moved from City Attorney (010-04) FY 17-18  
.25 Assistant City Attorney moved to Court (010-12) FY 17-18

PERSONNEL  
POSITIONS  
SUMMARY:

2006-2007 - 0  
2007-2008 - 1  
2008-2009 - 2.5  
2009-2010 - 3  
2010-2011 - 3  
2011-2012 - 3.25  
2012-2013 - 1.35  
2013-2014 - 1.35  
2014-2015 - 1.35  
2015-2016 - 1.35  
2016-2017 - 1.35  
2017-2018 - 1.45

SOURCES OF REVENUE - FY 17-18

DEPARTMENT	W/COMP	LIABILITY	PROPERTY
Utility Services	5,658	1,588	-
Community Development	-	14,452	-
Street/Park Maintenance/Forestry	34,474	9,957	-
General Government	104,711	24,320	43,445
Neighborhood Services	-	2,073	5,247
Information Technology	-	1,633	-
Parks/Recreation/Pool	-	3,409	38,806
Welcome Center	2,748	1,008	1,502
Senior Center	-	-	8,332
Police Department	405,902	140,066	22,854
Fire Department	347,682	74,511	35,268
Sanitation	15,609	42,801	6,937
Water	52,571	28,176	63,776
Wastewater	61,802	28,103	172,220
Golf	30,866	1,735	14,932
Stormwater	12,482	21,202	5,247
Fleet Services	11,458	4,188	6,411
Public Works Administration	5,990	2,782	17,370
Drainage Division	16,583	767	-
CDBG	2,105	850	-
Downtown Redevelopment	370	300	-
Hospital Authority	680	1,789	-
Juvenile	1,309	280	-
<b>TOTALS</b>	<b>1,113,000</b>	<b>406,000</b>	<b>442,347</b>

<b>CAPITAL OUTLAY - OPERATIONAL</b>	
40-49 COMPUTERS	2,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>2,000</b>
<b>TOTAL OPERATIONAL</b>	<b>272,151</b>
<b>INSURANCE RELATED / 17-18 (2958)</b>	
<b>MATERIALS AND SUPPLIES - INSURANCE RELATED</b>	
20-63 FLEET FUEL	989
20-64 FLEET PARTS	55
20-65 FLEET LABOR	274
<b>TOTAL MATERIALS AND SUPPLIES</b>	<b>1,318</b>
<b>OTHER SERVICES AND CHARGES - INSURANCE RELATED</b>	
30-07 WORKERS COMPENSATION	1,113,000
30-26 LIABILITY LAWSUITS	406,000
30-33 PROPERTY INSURANCE	442,347
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>1,961,347</b>
<b>TOTAL INSURANCE RELATED / 17-18</b>	<b>1,962,665</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>2,234,816</b>

INFORMATIONAL ONLY: (Estimated for prior fiscal years in FY 16-17 per actuarial report dated 6/30/2016)

	Required Reserve	Cash Flow:
<b>INSURANCE RELATED / 15-16</b>		
30-07 WORKERS COMPENSATION	430,000	85,900
30-26 LIABILITY LAWSUITS	122,000	27,600
<b>TOTAL INSURANCE RELATED / 15-16</b>	<b>552,000</b>	<b>113,500</b>
<b>INSURANCE RELATED / 14-15</b>		
30-07 WORKERS COMPENSATION	197,000	37,000
30-26 LIABILITY LAWSUITS	62,000	12,900
<b>TOTAL INSURANCE RELATED / 14-15</b>	<b>259,000</b>	<b>49,900</b>
<b>INSURANCE RELATED / 13-14</b>		
30-07 WORKERS COMPENSATION	117,000	20,300
30-26 LIABILITY LAWSUITS	33,000	6,500
<b>TOTAL INSURANCE RELATED / 13-14</b>	<b>150,000</b>	<b>26,800</b>
<b>INSURANCE RELATED / 12-13</b>		
30-07 WORKERS COMPENSATION	189,000	29,900
30-26 LIABILITY LAWSUITS	22,000	4,100
<b>TOTAL INSURANCE RELATED / 12-13</b>	<b>211,000</b>	<b>34,000</b>

(CONTINUED)

FUND: RISK (202)  
 DEPARTMENT: RISK MANAGEMENT (28)  
 DEPARTMENT HEAD: TIM LYON  
 PAGE THREE

**CAPITAL OUTLAY FY 17-18**

Computers	2,000
TOTAL	2,000

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Document Imaging System	4,193
Desktop Computer	1,500
TOTAL	5,693

	Required Reserve (Exhibit VIII)	Cash Flow (Exhibit X)
<b>INSURANCE RELATED / 11-12</b>		
30-07 WORKERS COMPENSATION	123,000	17,700
30-26 LIABILITY LAWSUITS	5,000	900
<b>TOTAL INSURANCE RELATED / 11-12</b>	<b>128,000</b>	<b>18,600</b>
<b>INSURANCE RELATED / 10-11</b>		
30-07 WORKERS COMPENSATION	57,000	7,500
<b>TOTAL INSURANCE RELATED / 10-11</b>	<b>57,000</b>	<b>7,500</b>
<b>INSURANCE RELATED / 09-10</b>		
30-07 WORKERS COMPENSATION	36,000	4,400
<b>TOTAL INSURANCE RELATED / 09-10</b>	<b>36,000</b>	<b>4,400</b>
<b>INSURANCE RELATED / 08-09</b>		
30-07 WORKERS COMPENSATION	74,000	8,300
<b>TOTAL INSURANCE RELATED / 08-09</b>	<b>74,000</b>	<b>8,300</b>
<b>INSURANCE RELATED / 07-08</b>		
30-07 WORKERS COMPENSATION	15,000	1,600
<b>TOTAL INSURANCE RELATED / 07-08</b>	<b>15,000</b>	<b>1,600</b>
<b>INSURANCE RELATED / 06-07</b>		
30-07 WORKERS COMPENSATION	15,000	1,400
<b>TOTAL INSURANCE RELATED / 06-07</b>	<b>15,000</b>	<b>1,400</b>
<b>INSURANCE RELATED / 05-06</b>		
30-07 WORKERS COMPENSATION	14,000	1,300
<b>TOTAL INSURANCE RELATED / 05-06</b>	<b>14,000</b>	<b>1,300</b>
<b>INSURANCE RELATED / 04-05</b>		
30-07 WORKERS COMPENSATION	20,000	1,700
<b>TOTAL INSURANCE RELATED / 04-05</b>	<b>20,000</b>	<b>1,700</b>
<b>INSURANCE RELATED / 03-04</b>		
30-07 WORKERS COMPENSATION	24,000	1,900
<b>TOTAL INSURANCE RELATED / 03-04</b>	<b>24,000</b>	<b>1,900</b>
<b>INSURANCE RELATED / Prior to 03-04</b>		
30-07 WORKERS COMPENSATION	249,000	14,200
<b>TOTAL INSURANCE RELATED / Prior to 03-04</b>	<b>249,000</b>	<b>14,200</b>
<b>TOTAL FOR PRIOR FISCAL YEARS</b>	<b>1,804,000</b>	<b>285,100</b>

FUND: L & H - (240)  
 DEPARTMENT: BENEFITS (0310)  
 DEPARTMENT HEAD: CATHERINE WILSON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	29,600	33,000	33,000	32,788
BENEFITS	7,189,928	6,776,253	6,765,488	7,485,638
OTHER SERVICES	15,468	6,500	6,500	66,933
CAPITAL OUTLAY	-	3,000	3,000	-
TRANSFERS	161	-	-	-
<b>TOTAL</b>	<b>7,235,157</b>	<b>6,818,753</b>	<b>6,807,988</b>	<b>7,585,359</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CFS - PREMIUM	6,571,729	6,558,962	6,658,374	7,277,911
CFS - STOP LOSS	224,770	50,000	50,000	50,000
CFS - SUBROGATION	44,120	20,000	20,000	20,000
INTEREST	38,973	32,859	31,527	24,977
MISCELLANEOUS - RX Rebates	58,817	62,916	97,008	77,912
MISC. - OIL ROYALTIES	14,253	17,893	12,021	13,137
TRANSFERS IN - Fund 194	-	125,000	125,301	125,312
TRANSFERS IN - Fund 425	-	300	300	312
<b>TOTAL</b>	<b>6,952,662</b>	<b>6,867,930</b>	<b>6,994,531</b>	<b>7,589,561</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	1,200,749	7,295,466	6,552,564	1,943,651	6/30/2015
6/30/2015	1,943,651	6,952,662	7,235,157	1,661,157	6/30/2016
6/30/2016	1,661,157	6,994,531	6,807,988	1,847,700	6/30/2017 - EST
6/30/2017	1,847,700	7,589,561	7,585,359	1,851,901	6/30/2018 - EST

FINAL BUDGET 2017-2018

PERSONAL SERVICES	
10-01 SALARY	32,788
<b>TOTAL PERSONAL SERVICES</b>	<b>32,788</b>

BENEFITS	
15-01 SOCIAL SECURITY	2,518
15-02 RETIREMENT	4,590
15-06 TRAVEL & SCHOOL	1,500
15-13 LIFE	122
15-21 AGGREGATE STOP LOSS	14,672
15-39 LIFE INSURANCE	69,026
15-40 DENTAL	440,000
15-41 CLAIMS	4,285,000
15-42 PRESCRIPTIONS	1,468,000
15-43 ADMINISTRATION	483,608
15-44 OTHER FEES	99,426
15-45 INDIVIDUAL STOP LOSS	483,600
15-47 DENTAL PLAN - ADMIN EXP	27,378
15-48 WELLNESS	46,000
15-49 PRESCRIPTIONS - ACTIVE	45,000
15-50 PRESCRIPTIONS - PRE 65	8,000
15-51 PRESCRIPTIONS - POST 65	6,000
15-97 RETIREE INSURANCE SUBSIDY	604
15-98 RETIREE INSURANCE	594
<b>TOTAL BENEFITS</b>	<b>7,485,638</b>

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	58,733
30-86 AUDIT	8,200
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>66,933</b>

**TOTAL DEPARTMENT REQUEST** 7,585,359

(CONTINUED)

FUND: L & H - (240)  
 DEPARTMENT: BENEFITS (0310)  
 DEPARTMENT HEAD: CATHERINE WILSON  
 PAGE TWO

PERMANENT STAFFING	FY 17-18	FY 16-17
Health Benefits/HR Coordinator	0.75	0.75
TOTAL	0.75	0.75

.25 Health Benefits/HR Coordinator to General Fund 010-03 - HR FY 13-14

PERSONNEL  
 POSITIONS  
 SUMMARY:

2007-08 - 0  
 2008-09 - .50  
 2009-10 - .50  
 2010-11 - .50  
 2011-12 - .50  
 2012-13 - .75  
 2013-14 - .75  
 2014-15 - .75  
 2015-16 - .75  
 2016-17 - .75  
 2017-18 - .75

OTHER FEES (15-44) FY 17-18

Emp Assistance Counselor	15,800
Flu Shots	11,000
Wellness Incentive	21,000
PlanSource - ACA Tool	3,126
PlanSource - Electronic Enrollment Platform	20,000
Research Fees (ACA-PCORI Fee)	3,500
Miscellaneous	25,000
TOTAL	99,426

CONTRACTUAL (30-40) FY 17-18

Gallagher Agreement	58,733
TOTAL	58,733

CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL

Computers	3,000
TOTAL	3,000

# Enterprise Funds

# City of Midwest City, Oklahoma

## Enterprise

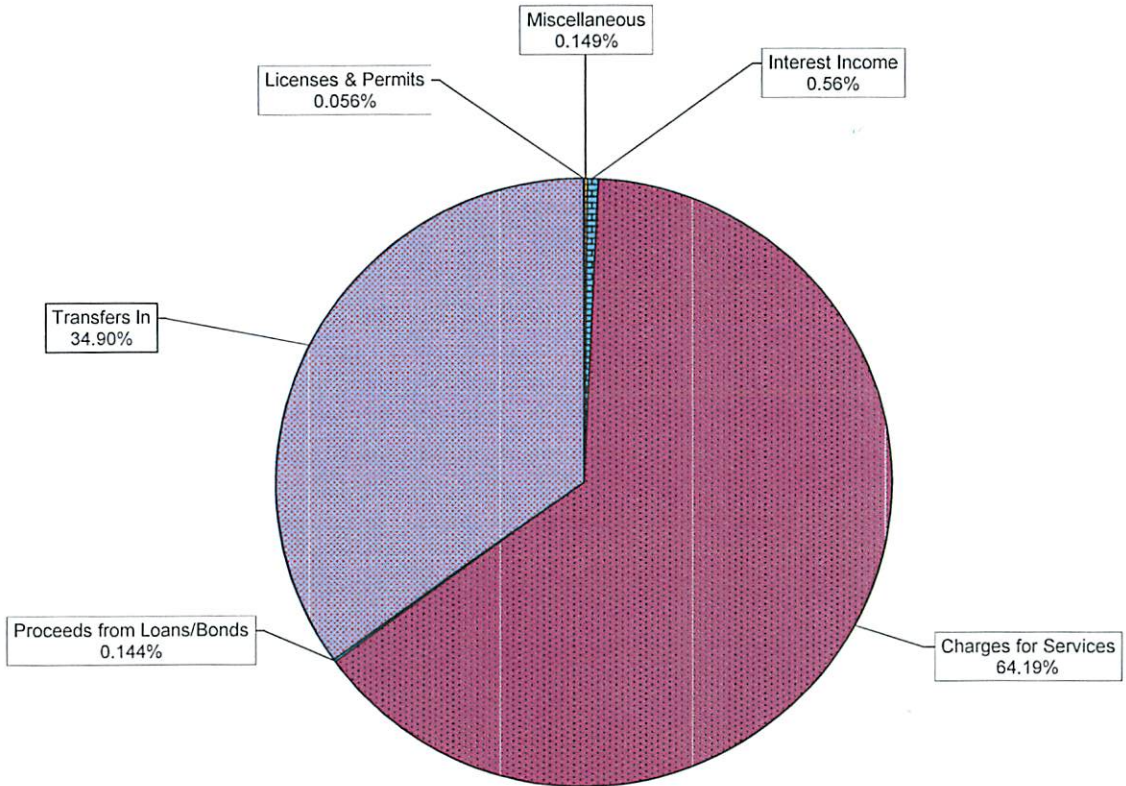
<u>*Number</u>	<u>Index Description</u>	<u>Page Number</u>
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\* **Note:** Three digit codes represent the **Fund** Number

**ENTERPRISE FUND BUDGET SUMMARY - FISCAL YEAR 2017-2018**

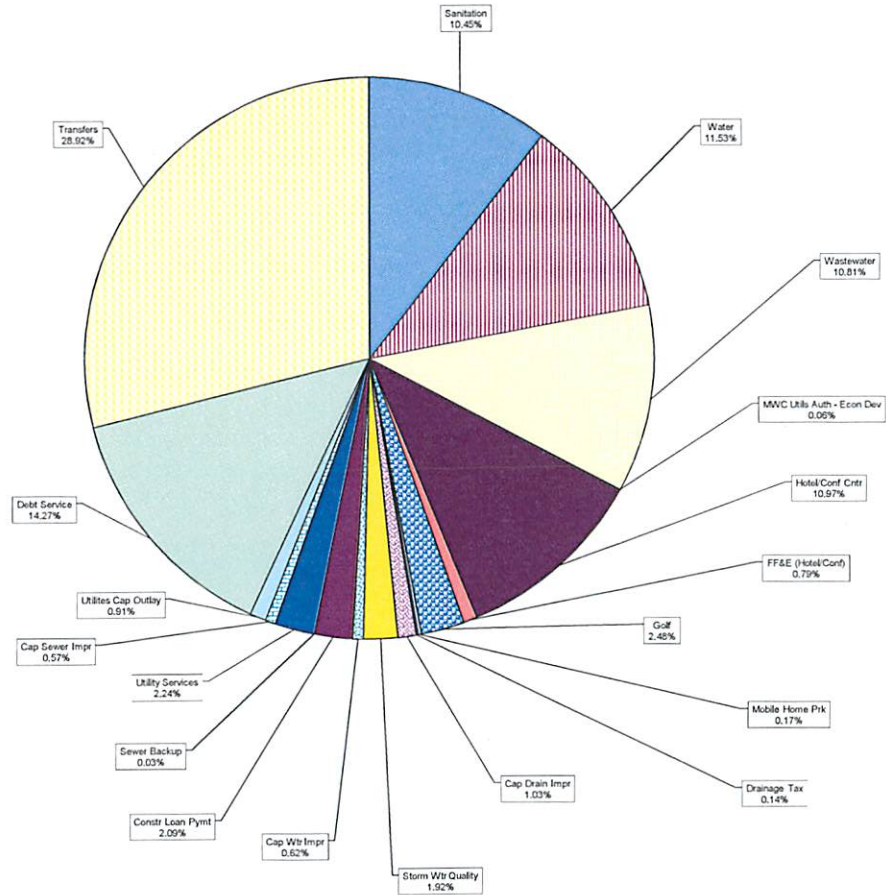
	PRIOR YEAR ACTUAL FY 15-16	CURRENT YEAR BUDGET AS AMENDED FY 16-17	CURRENT YEAR ACTUAL (Est.) FY 16-17	BUDGET YEAR FINAL FY 17-18
<b>ESTIMATED REVENUE:</b>				
Licenses & Permits	32,050	24,547	20,757	25,302
Miscellaneous	206,139	107,187	119,987	67,116
Interest Income	432,297	380,224	289,893	254,703
Other Revenue	-	-	-	-
Charges for Services	27,808,466	28,725,248	28,830,366	28,973,291
Proceeds from Loans/Bonds/Bond Prens	-	3,615,996	115,996	65,063
Transfers In	18,622,851	17,404,135	17,057,152	15,751,222
<b>TOTAL REVENUE</b>	<b>47,101,803</b>	<b>50,257,337</b>	<b>46,434,151</b>	<b>45,136,697</b>
Use / (Gain) of Fund Balance	693,894	5,888,460	3,310,772	545,362
<b>TOTAL RESOURCES</b>	<b>47,795,697</b>	<b>56,145,797</b>	<b>49,744,923</b>	<b>45,682,059</b>
<b>PROPOSED EXPENSES:</b>				
Sanitation	4,357,363	5,733,218	5,631,601	4,772,587
Water	4,975,522	5,267,773	4,930,343	5,265,832
Wastewater	4,480,362	4,993,855	4,517,733	4,940,358
MWC Utils Auth - Economic Dev	704,433	1,201,431	851,431	25,200
Hotel/Conference Center	5,197,061	5,222,797	5,123,169	5,010,736
FF&E (Hotel/Conf Cntr)	411,075	723,167	722,767	361,000
Golf	1,070,242	1,188,265	1,162,781	1,132,718
Mobile Home Park	27,279	134,560	134,560	76,381
Drainage Tax	259,440	186,057	121,859	63,666
Capital Drainage Improvements	371,444	574,152	517,265	472,368
Storm Water Quality	681,403	1,070,198	965,581	874,860
Capital Water Improvements	533,627	522,959	522,959	283,000
Construction Loan Payment	465,975	2,598,885	2,124,450	954,000
Sewer Backup	1,466	15,500	7,500	15,500
Sewer Construction	1,892,884	227,671	227,671	-
Utility Services	965,662	1,008,995	966,200	1,024,476
Capital Sewer Improvements	273,925	399,842	300,107	262,300
Utilites Capital Outlay	657,011	5,210,106	1,294,490	417,960
Debt Service	6,515,288	6,509,764	6,509,764	6,516,788
Transfers	13,922,986	13,356,602	13,088,297	13,212,329
<b>TOTAL EXPENSES</b>	<b>47,795,697</b>	<b>56,145,797</b>	<b>49,744,923</b>	<b>45,682,059</b>
<b>RESERVE OF FUND BALANCE</b>				<b>1,985,823</b>

**ESTIMATED REVENUES ENTERPRISE FUND  
FY 2017-2018  
Total \$45,136,697**





**ESTIMATED EXPENSES ENTERPRISE FUND  
FY 2017-2018  
Total \$45,682,059**



**BUDGET SUMMARY BY DEPARTMENT & CATEGORY - FISCAL YEAR 2017-2018 - EXPENDITURES**

Fund Number	Fund Description	Personal Services	Benefits	Materials & Supplies	Other Services & Charges	Capital Outlay	Transfers & Reimbs	Debt Service	Department Request
190	Sanitation	836,824	399,736	849,207	2,195,820	491,000	1,370,936	-	6,143,523
191	Water	1,617,460	705,868	961,244	1,772,060	209,200	898,460	-	6,164,292
192	Sewer	2,153,996	934,741	539,803	1,194,918	116,900	922,099	-	5,862,457
193	Utilities	-	-	-	25,200	-	-	-	25,200
195	Hotel/Conference Cntr	1,793,899	546,227	1,308,860	1,361,750	-	213,058	-	5,223,794
196	Hotel/Conf Cntr FF&E	-	-	-	-	361,000	-	-	361,000
197	Golf	562,194	187,081	249,339	132,604	1,500	-	-	1,132,718
17	Mobile Home Park	-	-	-	10,000	-	-	66,381	76,381
50	Drainage Tax	-	-	-	-	63,666	-	-	63,666
60	Capital Drainage	198,571	95,757	91,416	46,624	40,000	-	-	472,368
61	Storm Water Quality	330,495	154,706	85,093	172,516	132,050	66,908	-	941,768
172	Capital Water Imp.	-	-	-	3,000	280,000	93,817	-	376,817
178	Construction Loan Pymt	-	-	-	4,000	950,000	-	-	954,000
184	Sewer Backup	-	-	-	15,500	-	-	-	15,500
186	Sewer Construction	-	-	-	-	-	1,282,329	-	1,282,329
187	Utility Services	569,907	234,469	38,932	172,078	9,090	167,960	-	1,192,436
188	Capital Sewer	-	-	-	52,300	210,000	50,000	-	312,300
189	Utilities Capital Outlay	-	-	-	250,000	-	-	167,960	417,960
230	Customer Deposits	-	-	-	-	-	22,221	-	22,221
250	Debt Service	-	-	-	-	-	8,124,541	6,516,788	14,641,329
<b>TOTAL EXPENDITURES</b>		<b>8,063,346</b>	<b>3,258,585</b>	<b>4,123,894</b>	<b>7,408,370</b>	<b>2,864,406</b>	<b>13,212,329</b>	<b>6,751,129</b>	<b>45,682,059</b>

**ENTERPRISE FUND BUDGET SUMMARY - FISCAL YEAR 2017-18**

	PRIOR YEAR ACTUAL FY 15-16	CURRENT YEAR BUDGET FY 16-17	CURRENT YEAR ACTUAL (Est.) FY 16-17	BUDGET YEAR FINAL FY 17-18
Sanitation (190) - Revenues	5,773,836	5,920,292	5,925,637	5,970,375
Sanitation (190) - Expenses	(5,869,183)	(6,917,412)	(6,815,795)	(6,143,523)
<b>TOTAL USE OF FUND BALANCE:</b>	<b>(95,347)</b>	<b>(997,120)</b>	<b>(890,158)</b>	<b>(173,148)</b>
Water (191) - Revenues	5,620,853	6,212,563	6,205,320	6,144,952
Water (191) - Expenses	(5,791,582)	(6,116,232)	(5,783,063)	(6,164,292)
<b>TOTAL USE OF FUND BALANCE:</b>	<b>(170,729)</b>	<b>96,331</b>	<b>422,257</b>	<b>(19,340)</b>
Sewer (192) - Revenues	5,421,054	5,410,106	5,372,093	5,533,015
Sewer (192) - Expenses	(5,262,001)	(5,765,954)	(5,289,832)	(5,862,457)
<b>TOTAL USE OF FUND BALANCE:</b>	<b>159,053</b>	<b>(355,848)</b>	<b>82,261</b>	<b>(329,442)</b>
MWC Utilities Authority (193) - Revenues	547,765	226,883	217,617	16,100
MWC Utilities Authority (193) - Expenses	(704,433)	(1,201,431)	(851,431)	(25,200)
<b>TOTAL USE OF FUND BALANCE:</b>	<b>(156,668)</b>	<b>(974,548)</b>	<b>(633,814)</b>	<b>(9,100)</b>
Reed Center/Hotel (195) - Revenues	5,363,319	6,216,361	6,349,991	5,326,460
Reed Center/Hotel (195) - Expenses	(5,771,593)	(5,441,851)	(5,348,440)	(5,223,794)
<b>TOTAL USE OF FUND BALANCE:</b>	<b>(408,274)</b>	<b>774,510</b>	<b>1,001,551</b>	<b>102,666</b>
FF&E Reserve (196) - Revenues	214,533	229,054	235,271	213,058
FF&E Reserve (196) - Expenses	(411,075)	(723,167)	(722,767)	(361,000)
<b>TOTAL USE OF FUND BALANCE:</b>	<b>(196,542)</b>	<b>(494,113)</b>	<b>(487,496)</b>	<b>(147,942)</b>

**ENTERPRISE FUND BUDGET SUMMARY - FISCAL YEAR 2017-18**

	PRIOR YEAR ACTUAL FY 15-16	CURRENT YEAR BUDGET FY 16-17	CURRENT YEAR ACTUAL (Est.) FY 16-17	BUDGET YEAR FINAL FY 17-18
Golf (197) - Revenues	1,147,853	1,144,487	1,059,003	1,169,479
Golf (197) - Expenses	(1,074,261)	(1,188,265)	(1,162,781)	(1,132,718)
<b>TOTAL USE OF FUND BALANCE:</b>	<b>73,592</b>	<b>(43,778)</b>	<b>(103,778)</b>	<b>36,761</b>
Mobile Home Park (017) - Revenues	135,994	250,346	250,556	141,444
Mobile Home Park (017) -Expenditures	(27,279)	(134,560)	(134,560)	(76,381)
<b>TOTAL USE OF FUND BALANCE:</b>	<b>108,715</b>	<b>115,786</b>	<b>115,996</b>	<b>65,063</b>
Drainage Tax (050) - Revenues	185,663	5,147	3,215	2,144
Drainage Tax (050) - Expenses	(259,440)	(186,057)	(121,859)	(63,666)
<b>TOTAL USE OF FUND BALANCE:</b>	<b>(73,777)</b>	<b>(180,910)</b>	<b>(118,644)</b>	<b>(61,522)</b>
Capital Drainage (060) - Revenues	455,005	451,682	455,895	453,702
Capital Drainage (060) - Expenses	(372,248)	(574,152)	(517,265)	(472,368)
<b>TOTAL USE OF FUND BALANCE:</b>	<b>82,757</b>	<b>(122,470)</b>	<b>(61,370)</b>	<b>(18,666)</b>
Stormwater Quality (061) - Revenues	758,655	759,525	759,330	759,951
Stormwater Quality (061) - Expenses	(724,668)	(1,112,105)	(1,007,488)	(941,768)
<b>TOTAL USE OF FUND BALANCE:</b>	<b>33,987</b>	<b>(352,580)</b>	<b>(248,158)</b>	<b>(181,817)</b>
Capital Water Imp (172) - Revenues	460,934	444,775	455,118	450,765
Capital Water Imp (172) - Expenses	(858,627)	(872,959)	(872,959)	(376,817)
<b>TOTAL USE OF FUND BALANCE:</b>	<b>(397,693)</b>	<b>(428,184)</b>	<b>(417,841)</b>	<b>73,948</b>

**ENTERPRISE FUND BUDGET SUMMARY - FISCAL YEAR 2017-18**

	PRIOR YEAR ACTUAL FY 15-16	CURRENT YEAR BUDGET FY 16-17	CURRENT YEAR ACTUAL (Est.) FY 16-17	BUDGET YEAR FINAL FY 17-18
Construction Loan Pmt (178) - Revenues	716,576	728,135	727,639	713,409
Construction Loan Pmt (178) - Expenses	(465,975)	(2,598,885)	(2,124,450)	(954,000)
<b>TOTAL USE OF FUND BALANCE:</b>	<b>250,601</b>	<b>(1,870,750)</b>	<b>(1,396,811)</b>	<b>(240,591)</b>
Sewer Backup (184) - Revenues	1,825	1,767	1,469	1,268
Sewer Backup (184) - Expenses	(1,466)	(15,500)	(7,500)	(15,500)
<b>TOTAL USE OF FUND BALANCE:</b>	<b>359</b>	<b>(13,733)</b>	<b>(6,031)</b>	<b>(14,232)</b>
Sewer Construction (186) - Revenues	1,550,630	1,482,813	1,464,607	1,431,152
Sewer Construction (186) - Expenses	(3,101,610)	(1,540,179)	(1,540,179)	(1,282,329)
<b>TOTAL USE OF FUND BALANCE:</b>	<b>(1,550,980)</b>	<b>(57,366)</b>	<b>(75,572)</b>	<b>148,823</b>
Utility Services (187) - Revenues	1,122,260	1,101,499	1,135,220	1,082,047
Utility Services (187) - Expenses	(1,066,451)	(1,176,955)	(1,134,160)	(1,192,436)
<b>TOTAL USE OF FUND BALANCE:</b>	<b>55,809</b>	<b>(75,456)</b>	<b>1,060</b>	<b>(110,389)</b>
Capital Sewer (188) - Revenues	415,704	404,877	398,393	406,421
Capital Sewer (188) - Expenses	(538,925)	(539,842)	(440,107)	(312,300)
<b>TOTAL USE OF FUND BALANCE:</b>	<b>(123,221)</b>	<b>(134,965)</b>	<b>(41,714)</b>	<b>94,121</b>
Utilities Capital Outlay (189) - Revenues	2,361,370	4,319,571	822,329	645,714
Utilities Capital Outlay (189) - Expenses	(657,011)	(5,210,106)	(1,294,490)	(417,960)
<b>TOTAL USE OF FUND BALANCE:</b>	<b>1,704,359</b>	<b>(890,535)</b>	<b>(472,161)</b>	<b>227,754</b>

**ENTERPRISE FUND BUDGET SUMMARY - FISCAL YEAR 2017-18**

	PRIOR YEAR ACTUAL FY 15-16	CURRENT YEAR BUDGET FY 16-17	CURRENT YEAR ACTUAL (Est.) FY 16-17	BUDGET YEAR FINAL FY 17-18
Customer Deposits (230) - Revenues	31,249	30,073	24,395	22,221
Customer Deposits (230) - Expenses	<u>(31,249)</u>	<u>(30,073)</u>	<u>(24,395)</u>	<u>(22,221)</u>
<b>TOTAL USE OF FUND BALANCE:</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Debt Service (250) - Revenues	14,816,724	14,917,381	14,571,053	14,653,020
Debt Service (250) - Expenses	<u>(14,806,619)</u>	<u>(14,800,112)</u>	<u>(14,551,402)</u>	<u>(14,641,329)</u>
<b>TOTAL USE OF FUND BALANCE:</b>	<u>10,105</u>	<u>117,269</u>	<u>19,651</u>	<u>11,691</u>

FUND: ENTERPRISE - SANITATION (190)  
DEPARTMENT: SANITATION (41)  
DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	797,316	807,365	774,964	836,824
BENEFITS	374,232	408,181	383,247	399,736
MATERIALS & SUPPLIES	765,487	755,283	712,720	849,207
OTHER SERVICES	2,007,736	2,086,993	2,085,274	2,195,820
CAPITAL OUTLAY	412,592	1,675,396	1,675,396	491,000
TRANSFERS OUT	1,511,820	1,184,194	1,184,194	1,370,936
<b>TOTAL</b>	<b>5,869,183</b>	<b>6,917,412</b>	<b>6,815,795</b>	<b>6,143,523</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
ASSET RETIREMENT	58	-	-	-
CHARGES FOR SERVICES	5,708,241	5,841,717	5,867,156	5,906,024
INTEREST	47,403	46,386	38,073	38,455
MISCELLANEOUS	18,135	29,330	17,549	22,114
TRANSFERS IN	-	2,859	2,859	3,782
<b>TOTAL</b>	<b>5,773,836</b>	<b>5,920,292</b>	<b>5,925,637</b>	<b>5,970,375</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	1,235,045	5,392,356	4,461,060	2,166,341
6/30/2015	2,166,341	5,773,836	5,869,183	2,070,994
6/30/2016	2,070,994	5,925,637	6,815,795	1,180,836
6/30/2017	1,180,836	5,970,375	6,143,523	1,007,689

Excludes Capital Outlay & Transfers Out (214,079) 5% Reserve  
793,610

FINAL BUDGET 2017-2018

PERSONAL SERVICES

10-01 SALARIES	726,197
10-02 WAGES	4,320
10-03 OVERTIME	68,848
10-07 ALLOWANCES	3,520
10-10 LONGEVITY	22,312
10-11 SL BUYBACK	1,697
10-12 VL BUYBACK	1,921
10-13 PDO BUYBACK	1,209
10-14 SICK LEAVE INCENTIVE	6,800
<b>TOTAL PERSONAL SERVICES</b>	<b>836,824</b>

BENEFITS

15-01 SOCIAL SECURITY	64,017
15-02 EMPLOYEES' RETIREMENT	116,551
15-03 GROUP INSURANCE	158,378
15-04 WORKERS COMP INSURANCE	15,609
15-06 TRAVEL & SCHOOL	6,262
15-07 UNIFORMS	6,655
15-13 LIFE	2,673
15-14 DENTAL	17,128
15-20 OVERHEAD HEALTH CARE COST	5,264
15-97 RETIREE INSURANCE SUBSIDY	3,782
15-98 RETIREE INSURANCE	3,417
<b>TOTAL BENEFITS</b>	<b>399,736</b>

MATERIALS & SUPPLIES

20-34 MAINTENANCE OF EQUIPMENT	11,300
20-41 SUPPLIES	36,500
20-49 CHEMICALS	5,500
20-63 FLEET FUEL	225,501
20-64 FLEET PARTS	373,986
20-65 FLEET LABOR	196,420
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>849,207</b>

(CONTINUED)

**FUND: ENTERPRISE - SANITATION (190)**  
**DEPARTMENT: SANITATION (41)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
Sanitation Manager	0.5	0.0
Residential Route Coord.	1	1
Commercial Route Coord.	1	1
Route Serviceperson	8	8
Laborer	1	1
Equipment Operator II	5	5
<b>TOTAL</b>	<b>16.5</b>	<b>16.0</b>

2017-2018: Add Sanitation & Stormwater Mgr 50%  
 2015-2016: Sanitation & Stormwater Mgr 100% to Fund 061

**PERSONNEL POSITIONS SUMMARY:**  
 2005-06 - 21  
 2006-07 - 21  
 2007-08 - 21  
 2008-09 - 19  
 2009-10 - 19  
 2010-11 - 17  
 2011-12 - 17  
 2012-13 - 17  
 2013-14 - 16  
 2014-15 - 16  
 2015-16 - 16  
 2016-17 - 16  
 2017-18 - 16.5

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

One (1) Automated Side Loading Truck w/CNG	335,000
One (1) Half Ton Extended or Crew Cab Pick Up	32,000
70 - 6 Yard Dumpsters	68,600
75 - 8 Yard Dumpsters	78,984
45 - 4 Yard Dumpsters	30,510
493 - 95 Gal Poly Carts	24,171
200 - Sharp Containers	11,348
One (1) Front Loader Truck W/CNG	340,000
Repair and Rebuild roughly 150 Dumpsters	70,000
AVL Interface for all Trucks	9,500
HD (High Definition) Video Camera	2,000
Remodel Break Areas, Bathroom, Locker Room	15,000
ESRI GeoEvent Processor	3,000
One (1) Grapple Truck w/CNG	154,210
One (1) PUP Truck w/CNG	155,000
One (1) Computer Replacement	1,200
One (1) Automated Side Loading Truck	333,289
AVL for all Trucks	11,584
<b>TOTAL</b>	<b>1,675,396</b>

**OTHER SERVICES & CHARGES**

30-01 UTILITIES & COMMUNICATIONS	6,500
30-21 SURPLUS PROPERTY	8,250
30-22 PWA REMBURSEMENT	244,375
30-23 UPKEEP REAL PROPERTY	7,000
30-40 CONTRACTUAL	1,711,038
30-41 CONTRACT LABOR	140,000
30-49 CREDIT CARD FEES	25,000
30-72 MEMBERSHIPS & SUBSCRIPTIONS	600
30-85 INSURANCE/FIRE, THEFT, LIAB	49,738
30-86 AUDIT	3,319
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>2,195,820</b>

**CAPITAL OUTLAY**

40-01 VEHICLES	340,000
40-02 EQUIPMENT	148,000
40-50 SOFTWARE	3,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>491,000</b>

**TRANSFER TO OTHER FUNDS**

80-33 GENERAL FUND	913,936
80-89 UTILITY CAPITAL OUTLAY (189) Transfer Station	457,000
<b>TOTAL TRANSFER TO OTHER FUNDS</b>	<b>1,370,936</b>

**TOTAL DEPARTMENT REQUEST**

**6,143,523**

**CAPITAL OUTLAY FY 17-18**

Automated Side Loading Trash Truck w/CNG	340,000
250 - 95 Gal Poly Carts (@ \$51.60/each)	12,900
Commercial Dumpster Rebuild & Repair (1/3 of Inventory)	133,100
One (1) HD Security Camera with 270 degree view	2,000
ESRI GeoEvent Processor	3,000
<b>TOTAL</b>	<b>491,000</b>

**CONTRACTUAL (30-40) FY 17-18**

Allied Waste (Compactors & Roll-Offs)	253,240
Republic Services (Recycling)	682,526
Southeast Landfill Tipping Fees	573,928
East Oak Landfill Tipping Fees	184,050
AVL Communication Fee	7,130
Unifirst (Mats & Rags)	2,164
Dataprose	8,000
<b>TOTAL</b>	<b>1,711,038</b>



**FUND: ENTERPRISE (190)  
DEPARTMENT: SANITATION (41)**

**SIGNIFICANT EXPENDITURE CHANGES:**

It is our intent to acquire property, start the planning process, and select an engineer for building the new transfer station this year for a yet undetermined cost but likely greater than \$2,500,000.00. This will fulfill one of the last recommendations of the Sanitation Review Committee made in 2015.

**STAFFING/PROGRAMS**

During the past fiscal year 2016-17, the Sanitation Department was staffed by: the residential route coordinator, the commercial route coordinator, five heavy equipment operators, eight route servicepersons, one laborer II, and at least four temporary laborers. All positions except the temporary laborers are full time permanent employees. The sanitation and stormwater manager position has been unfilled since September 2016. This department remains committed to serving citizens of Midwest City by collecting and disposing of all residential and commercial solid waste, providing a number of residential recycling options, and offering bulky waste collection and disposal.

Working closely with utility customer service and the secretary pool at public works administration, the sanitation department strives to meet the needs of every Midwest City resident or business six days a week every week of the year. Additionally, the department continues to improve its communication with fleet services, community development, and the GIS coordinator in order to improve the quality of services offered to its customers.

**PROGRAM DESCRIPTION**

Residential trash is collected weekly at the curb, recycling is collected every other week at the curb, special pick-ups are available for a cost at the curb and any resident can use the transfer station up to four times a year for free on Saturdays. Commercial waste is collected in four, six, or eight yard dumpsters and picked up weekly or monthly based upon needs represented in contracts for service. Compactors are also available to commercial customers and are serviced by contract with Republic Services. There is also a self-service cardboard recycling center that is open daily during daylight hours. Lastly, we provide free medical sharps disposal to every resident upon request as long as it is for private use.

**2017-2018 Goals and Objectives:**

1. Digitize and optimize all commercial and residential trash collection routes.
2. Build and implement an automatic vehicle location system to track and trace equipment allowing user interface with real time updates for both utility customer service and public works administration.
3. Complete a dumpster inventory that is GPS located. Then document the condition and recommend a replacement schedule that we hope to digitize in City Works for inventory control.
4. Build a new transfer station and household hazardous waste facility, to include a multi-bay heavy equipment wash center.
5. Continue to improve equipment redundancy and adopt an appropriate replacement schedule.

FUND: ENTERPRISE - WATER (191)  
 DEPARTMENT: UTILITIES - WATER (42)  
 DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	2017-2018
PERSONAL SERVICES	1,620,972	1,620,885	1,518,248	1,617,460
BENEFITS	676,866	672,721	618,781	705,868
MATERIALS & SUPPLIES	800,196	1,001,072	837,950	961,244
OTHER SERVICES	1,567,819	1,585,377	1,567,646	1,772,060
CAPITAL OUTLAY	85,891	165,702	165,702	209,200
TRANSFER OUT	816,060	848,459	852,720	898,460
DEBT SERVICE	223,778	222,016	222,016	-
<b>TOTAL</b>	<b>5,791,582</b>	<b>6,116,232</b>	<b>5,783,063</b>	<b>6,164,292</b>

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	2017-2018
CHARGES FOR SERVICES	5,251,424	5,826,652	5,814,587	6,009,245
INTEREST	7,567	2,797	10,436	11,240
MISCELLANEOUS	5,612	-	2,205	-
TRANSFERS IN	356,249	383,114	378,092	124,467
<b>TOTAL</b>	<b>5,620,853</b>	<b>6,212,563</b>	<b>6,205,320</b>	<b>6,144,952</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	1,284,593	5,095,609	5,650,139	730,063
6/30/2015	730,063	5,620,853	5,791,582	559,334
6/30/2016	559,334	6,205,320	5,783,063	981,591
6/30/2017	981,591	6,144,952	6,164,292	962,250
				(252,832) 5% Reserve
				<u>709,419</u>

Excludes Capital Outlay & Transfers Out

FINAL BUDGET 2017-2018

PERSONAL SERVICES (4210 - WATER)

10-01 SALARIES	896,428
10-03 OVERTIME	11,500
10-07 ALLOWANCES	3,264
10-10 LONGEVITY	29,641
10-11 SL BUYBACK	11,159
10-12 VL BUYBACK	3,190
10-13 PDO BUYBACK	5,556
10-14 SICK LEAVE INCENTIVE	13,550
10-27 SHIFT DIFFERENTIAL	8,000
<b>TOTAL PERSONAL SERVICES - WATER</b>	<b>982,288</b>

PERSONAL SERVICES (4230 - LINE MAINTENANCE CREW)

10-01 SALARIES	600,589
10-03 OVERTIME	3,500
10-07 ALLOWANCES	2,960
10-10 LONGEVITY	12,185
10-11 SL BUYBACK	4,141
10-12 VL BUYBACK	1,050
10-13 PDO BUYBACK	597
10-14 SICK LEAVE INCENTIVE	3,650
10-19 ON CALL	6,500
<b>TOTAL PERSONAL SERVICES - LINE MAINTENANCE CREW</b>	<b>635,172</b>

TOTAL PERSONAL SERVICES

1,617,460

BENEFITS (4210 - WATER)

15-01 SOCIAL SECURITY	75,145
15-02 EMPLOYEE'S RETIREMENT	137,520
15-03 GROUP INSURANCE	153,070
15-04 WORKERS COMP INSURANCE	52,571
15-06 TRAVEL & SCHOOL	1,500
15-07 UNIFORMS	8,310
15-13 LIFE	2,942
15-14 DENTAL	15,653
15-20 OVERHEAD HEALTH CARE COST	5,974
15-97 RETIREE INSURANCE SUBSIDY	8,429
15-98 RETIREE INSURANCE	7,616
<b>TOTAL BENEFITS - WATER</b>	<b>468,730</b>

(CONTINUED)

**FUND: ENTERPRISE - WATER (191)  
DEPARTMENT: UTILITIES - WATER (42)  
DEPARTMENT HEAD: VAUGHN SULLIVAN  
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PERMANENT STAFFING	FY 17-18	FY 16-17
Inv. Con. Technician	0.5	0.5
Supply Supervisor	0.5	0.5
Water Supervisor	0	1
Lab Technician II	1	1
Maint. Supervisor II	1	1
Maint Technician	2	2
Chief Operator	1	1
Operator IV	2	2
Operator V	1	1
Operator	9	9
Crew Leader	6	6
Laborer	6.5	4
Line Maintenance Supervisor	0.5	1
GIS Coordinator	0.16	0.16
Project Foreman	1	0
<b>TOTAL</b>	<b>32.16</b>	<b>30.16</b>

**PERSONNEL  
POSITIONS  
SUMMARY:**

2006-07 - 34
2007-08 - 34.16
2008-09 - 34.16
2009-10 - 33.16
2010-11 - 34.16
2011-12 - 34.16
2012-13 - 34.16
2013-14 - 34.16
2014-15 - 33.16
2015-16 - 32.16
2016-17 - 30.16
2017-18 - 32.16

**RATE INCREASES FY 10-11**

Increase base rate by \$.50
Increase \$.50 per 1,000 on consumption above base rate
20% Increase in Revenue Over FY 09-10

**RATE INCREASES FY 16-17**

Increase base rate by \$1.50 for Residential & Commercial Customers (Estimated customers 20,273 x 12 Months = \$364,914)
Increase \$.10 per 1,000 on consumption above base rate (Estimated to be \$128,863)

<b>BENEFITS (4230 - LINE MAINTENANCE CREW)</b>	
15-01 SOCIAL SECURITY	48,591
15-02 EMPLOYEE'S RETIREMENT	88,924
15-03 GROUP INSURANCE	76,529
15-06 TRAVEL & SCHOOL	4,500
15-07 UNIFORMS	6,840
15-13 LIFE	1,944
15-14 DENTAL	7,178
15-20 OVERHEAD HEALTH CARE COST	2,632
<b>TOTAL BENEFITS - LINE MAINTENANCE CREW</b>	<b>237,138</b>

**TOTAL BENEFITS** 705,868

<b>MATERIALS &amp; SUPPLIES (4210 - WATER)</b>	
20-34 MAINTENANCE OF EQUIPMENT	40,000
20-41 SUPPLIES	15,000
20-45 FUEL & LUBRICANTS	1,000
20-49 CHEMICALS	656,716
20-63 FLEET FUEL	49,114
20-64 FLEET PARTS	50,626
20-65 FLEET LABOR	28,788
<b>TOTAL MATERIALS &amp; SUPPLIES - WATER</b>	<b>841,244</b>

<b>MATERIALS &amp; SUPPLIES (4230 - LINE MAINTENANCE CREW)</b>	
20-34 MAINTENANCE OF EQUIPMENT	3,000
20-41 SUPPLIES	117,000
<b>TOTAL MATERIALS &amp; SUPPLIES - LINE MAINTENANCE CREW</b>	<b>120,000</b>

**TOTAL MATERIALS & SUPPLIES** 961,244

(CONTINUED)

FUND: ENTERPRISE - WATER (191)  
DEPARTMENT: UTILITIES - WATER (42)  
DEPARTMENT HEAD: VAUGHN SULLIVAN  
PAGE THREE

**CAPITAL OUTLAY FY 17-18 (4210 - WATER)**

Refurbish Vertical Turbine Pump #5	30,000
Refurbish Vertical Turbine Pump #4	30,000
One (1) 60 HP Submersible Pump, Motor, and Cable	14,000
CFM15 Air Wash Blower	8,500
Hach Surface Scatter Turbidity Meter 7SC or Equivalent	6,000
One (1) 7.5 HP Submersible Residual Pump	17,500
Two (2) Desktop Computers	2,000
<b>TOTAL</b>	<b>108,000</b>

**CAPITAL OUTLAY FY 17-18 (4230 - LINE MAINTENANCE CREW)**

Husqvarna K970 Ringsaw	4,200
(17) Fire Hydrants for Distribution System (\$1,700 each)	30,000
Water Meters and Hardware (Size and Qty TBD)	65,000
Two (2) Ipad Field Devices with Data Plans	2,000
<b>TOTAL</b>	<b>101,200</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Flouride Meter for Water Laboratory	3,000
Hach Surface Scatter Turbidity Meter 7SC or equiv.	6,500
(17) Fire Hydrants for Distribution System (\$1,675 each)	50,000
Water Meters	800
Meter Hardware	73,880
Computers	4,000
One (1) Submersible Sludge Pump	25,900
Document Imaging System	1,622
<b>TOTAL</b>	<b>165,702</b>

**CONTRACTUAL (30-40) FY 17-18 (4210 - WATER)**

Analytical Services & Recalibration	2,000
HACO Water Works 100,000 Tower Cathodic Protection	1,200
Testing & Annual Fees	40,000
COMCD (Operations & Maintenance)	1,115,477
Consumer Confidence Report	1,000
OWRB (Annual Groundwater Right Admin Fee)	500
Required EPA Testing	20,000
<b>TOTAL</b>	<b>1,180,177</b>

**CONTRACTUAL (30-40) FY 17-18 (4230 - LINE MAINTENANCE CREW)**

Verizon Data Plan for I-Pads	2,500
<b>TOTAL</b>	<b>2,500</b>

**OTHER SERVICES & CHARGES (4210 - WATER)**

30-01 UTILITIES & COMMUNICATIONS	221,800
30-21 SURPLUS PROPERTY	1,134
30-22 PWA REIMBURSEMENT	234,859
30-23 UPKEEP REAL PROPERTY	2,500
30-40 CONTRACTUAL	1,180,177
30-43 HARDWARE/SOFTWARE MAINT	450
30-49 CREDIT CARD FEES	12,500
30-54 VEHICLE ACCIDENT INSURANCE	500
30-72 MEMBERSHIPS & SUBSCRIPTIONS	1,300
30-85 INSURANCE	91,952
30-86 AUDIT	2,225
<b>TOTAL OTHER SERVICES &amp; CHARGES - WATER</b>	<b>1,749,397</b>

**OTHER SERVICES & CHARGES (4230 - LINE MAINTENANCE CREW)**

30-23 UPKEEP REAL PROPERTY	2,500
30-40 CONTRACTUAL	2,500
30-43 HARDWARE/SOFTWARE MAINT	900
30-49 CREDIT CARD FEES	12,500
30-54 VEHICLE ACCIDENT INSURANCE	500
30-72 MEMBERSHIPS & SUBSCRIPTIONS	1,550
30-86 AUDIT	2,213
<b>TOTAL OTHER SERVICES &amp; CHARGES - LINE MAINTENANCE CREW</b>	<b>22,663</b>

**TOTAL OTHER SERVICES & CHARGES**

**1,772,060**

**CAPITAL OUTLAY (4210 - WATER)**

40-02 EQUIPMENT	106,000
40-49 COMPUTERS HARDWARE	2,000
<b>TOTAL CAPITAL OUTLAY - WATER</b>	<b>108,000</b>

**CAPITAL OUTLAY (4230 - LINE MAINTENANCE CREW)**

40-02 EQUIPMENT	4,200
40-05 UTILITY PROPERTY	95,000
40-49 COMPUTERS HARDWARE	2,000
<b>TOTAL CAPITAL OUTLAY - LINE MAINTENANCE CREW</b>	<b>101,200</b>

**TOTAL CAPITAL OUTLAY**

**209,200**

**TRANSFER OUT**

80-13 STREET & ALLEY	50,000
80-33 GENERAL FUND	848,460
<b>TOTAL TRANSFERS OUT</b>	<b>898,460</b>

**TOTAL DEPARTMENT REQUEST**

**6,164,292**

**FUND: ENTERPRISE (191)**  
**DEPARTMENT: Water (42)**

**SIGNIFICANT EXPENDITURE CHANGES:**

Two (2) of the six (6) pumps that deliver drinking water to the distribution system at the water treatment plant have failed and must be replaced. Additionally, we will have to purchase a submersible pump for one of our inline water wells and replace some fire hydrants in the distribution system.

**STAFFING/PROGRAMS**

In August of 2016, the Line Maintenance Department was created and will be fully implemented by June 30, 2018. By combining the distribution and collection personnel and equipment, the City has more qualified and knowledgeable personnel to meet the ever-changing water demands of Midwest City's customers.

During the current fiscal year of 2017-18, the Water Department will be staffed by: the water plant supervisor, one (1) lab supervisor, one (1) maintenance supervisor, one (1) operator five (V), two (2) water plant shift leaders, nine (9) operators, two (2) maintenance technicians, one (1) project foreman, six (6) line maintenance crew leaders, and six (6) certified equipment operators. Additionally the following positions are partially funded: the line maintenance supervisor, one (1) certified equipment operator, one (1) supply supervisor, one (1) inventory control technician, and one (1) GIS coordinator. All positions are full-time permanent employees. This department remains committed to serving the citizens of Midwest City by treating and delivering the highest quality drinking water with consistent pressures, limited interruptions in service, and nearly unlimited volumes.

**PROGRAM DESCRIPTION**

The Water Department provides Midwest City residents with a high quality safe drinking water while meeting the demands of every commercial customer without an interruption in service. The water treatment plant can treat and deliver thirteen million (13,000,000) gallons of drinking water to Midwest City. This can be supplemented with the booster station, its eleven (11) water wells, and an additional eleven (11) inline water wells that pump directly into the distribution system. This system is comprised of 350 miles of pipe ranging from four (4) inches up to thirty-six (36) inches in diameter. Drinking water is delivered via twenty-one thousand (21,000) automated water meters and, in emergencies, via two thousand five hundred (2,500) fire hydrants.

**2017-2018 Goals and Objectives:**

1. Develop and then deliver the 2016 Consumer Confidence Report (CCR) to the Oklahoma Department of Environmental Quality (ODEQ) and the residents of Midwest City.
2. Continue to understand and overcome any drinking water regulatory changes or additional requirements from ODEQ or the Environmental Protection Agency (EPA).
3. Continue the fire hydrant replacement program.
4. Maintain and continue to upgrade the "Sensus Ami" water meter infrastructure.
5. Continue to actively conduct the necessary hydraulic analyses and assist with any engineering report on the water distribution system to include the booster station and well system.

FUND: SEWER (192)  
DEPARTMENT: UTILITIES - WASTEWATER (43)  
DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	1,925,735	2,113,903	1,965,780	2,153,996
BENEFITS	838,028	947,876	818,841	934,741
MATERIALS & SUPPLIES	461,082	594,973	467,017	539,803
OTHER SERVICES	1,109,218	1,245,592	1,174,584	1,194,918
CAPITAL OUTLAY	146,299	91,511	91,511	116,900
TRANSFERS OUT	781,639	772,099	772,099	922,099
<b>TOTAL</b>	<b>5,262,001</b>	<b>5,765,954</b>	<b>5,289,832</b>	<b>5,862,457</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	5,273,206	5,381,878	5,344,246	5,457,739
INTEREST	18,908	17,152	18,144	18,122
MISCELLANEOUS	98	1,500	127	-
ASSET RETIREMENT	42	-	-	-
TRANSFERS	128,800	9,576	9,576	57,154
<b>TOTAL</b>	<b>5,421,054</b>	<b>5,410,106</b>	<b>5,372,093</b>	<b>5,533,015</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	508,822	5,498,092	5,035,006	971,908
6/30/2015	971,908	5,421,054	5,262,001	1,130,961
6/30/2016	1,130,961	5,372,093	5,289,832	1,213,222
6/30/2017	1,213,222	5,533,015	5,862,457	883,780

Excludes Capital Outlay & Transfers Out  
(241,173) 5% Reserve  
642,607

FINAL BUDGET 2017-2018

PERSONAL SERVICES (4310 - SEWER)

10-01 SALARIES	1,351,884
10-03 OVERTIME	8,000
10-07 ALLOWANCES	4,568
10-10 LONGEVITY	38,786
10-11 SL BUYBACK	5,246
10-12 VACATION BUYBACK	3,868
10-13 PDO BUYBACK	4,812
10-14 SL INCENTIVE	10,750
10-18 SEPARATION PAY	2,500
10-19 ON CALL	6,500
10-27 SHIFT DIFFERENTIAL	4,000
<b>TOTAL PERSONAL SERVICES - SEWER</b>	<b>1,440,914</b>

PERSONAL SERVICES (4330 - LINE MAINTENANCE CREW)

10-01 SALARIES	675,683
10-03 OVERTIME	14,500
10-07 ALLOWANCES	3,600
10-10 LONGEVITY	9,877
10-11 SL BUYBACK	858
10-12 VACATION BUYBACK	428
10-13 PDO BUYBACK	286
10-14 SL INCENTIVE	1,350
10-19 ON CALL	6,500
<b>TOTAL PERSONAL SERVICES - LINE MAINTENANCE CREW</b>	<b>713,082</b>

TOTAL PERSONAL SERVICES

2,153,996

BENEFITS (4310 - SEWER)

15-01 SOCIAL SECURITY	110,230
15-02 EMPLOYEES' RETIREMENT	201,728
15-03 GROUP INSURANCE	218,406
15-04 WORKERS COMP INSURANCE	61,802
15-06 TRAVEL & SCHOOL	4,500
15-07 UNIFORMS	9,500
15-13 LIFE	4,457
15-14 DENTAL	22,042
15-20 OVERHEAD HEALTH CARE COST	8,609
15-97 RETIREE INSURANCE SUBSIDY	7,154
15-98 RETIREE INSURANCE	6,465
<b>TOTAL BENEFITS - SEWER</b>	<b>654,893</b>

(CONTINUED)

**FUND: SEWER (192)**  
**DEPARTMENT: UTILITIES - WASTEWATER (43)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
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<b>PERMANENT STAFFING</b>	<b>FY 17-18</b>	<b>FY 16-17</b>
Inventory Control Tech	0.5	0.5
Supply Supervisor	0.5	0.5
Wastewater Supervisor	0	1
Industrial Waste Monitor	1	1
Lab Supervisor	1	1
Sludge Supervisor	1	1
Heavy Equip. Operator II	3	3
Lab Technician	1.34	1.34
Maint. Supervisor II	1	1
Chief Operator	1	1
Operator V	1	1
Operator IV	3	3
Operator	7	7
Maint. Technician	5	5
Line Maintenance Supervisor	0.5	0
Collection Foreman	0	1
Operations Foreman	1	0
Crew Leader	5	5
Laborer	9.5	9
GIS Coordinator	0.17	0.17
Environmental Chemist	2	2
<b>TOTAL</b>	<b>44.51</b>	<b>44.51</b>

**PERSONNEL  
POSITIONS  
SUMMARY:**

2006-07 - 52  
2007-08 - 52.17  
2008-09 - 52.17  
2009-10 - 52.17  
2010-11 - 52.17  
2011-12 - 49.17  
2012-13 - 48.17  
2013-14 - 46.17  
2014-15 - 44.51  
2015-16 - 44.51  
2016-17 - 44.51  
2017-18 - 44.51

.17% GIS Coordinator from 010-05 Comm Development Eff. FY 07-08

**FY 15-16 RATE INCREASE**

.50 TO THE BASE RATE - Apartments, Residential, Mobile Homes and Outside Residential - Customer Count 24,018	12,009
\$2.00 TO THE BASE RATE - Commercial - Customer Count 961	1,922
Monthly Increase Anticipated	13,931
12 Months of Collection	167,172

**BENEFITS (4330 - LINE MAINTENANCE CREW)**

15-01 SOCIAL SECURITY	54,551
15-02 EMPLOYEES' RETIREMENT	99,831
15-03 GROUP INSURANCE	99,203
15-06 TRAVEL & SCHOOL	4,500
15-07 UNIFORMS	6,800
15-13 LIFE	2,754
15-14 DENTAL	8,590
15-20 OVERHEAD HEALTH CARE COST	3,619
<b>TOTAL BENEFITS - LINE MAINTENANCE CREW</b>	<b>279,848</b>

**TOTAL BENEFITS**

934,741

**MATERIALS & SUPPLIES (4310 - SEWER)**

20-34 MAINTENANCE OF EQUIPMENT	80,000
20-41 SUPPLIES	55,000
20-45 FUEL & LUBRICANTS	7,000
20-49 CHEMICALS	89,296
20-63 FLEET FUEL	89,237
20-64 FLEET PARTS	104,518
20-65 FLEET LABOR	69,752
<b>TOTAL MATERIALS &amp; SUPPLIES - SEWER</b>	<b>494,803</b>

**MATERIALS & SUPPLIES (4330 - LINE MAINTENANCE CREW)**

20-34 MAINTENANCE OF EQUIPMENT	5,000
20-41 SUPPLIES	40,000
<b>TOTAL MATERIALS &amp; SUPPLIES - LINE MAINTENANCE CREW</b>	<b>45,000</b>

**TOTAL MATERIALS & SUPPLIES**

539,803

(CONTINUED)

**FUND: SEWER (192)**  
**DEPARTMENT: UTILITIES - WASTEWATER (43)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
**PAGE THREE**

**CAPITAL OUTLAY FY 17-18 (4310 - SEWER)**

Maintenance Truck Crane	17,500
Boiler Rebuild	17,000
Golf Cart	3,500
Portable DO Meter	2,200
Power Washer	700
Printer/Copier/Fax Machine	600
Backpack Blower	400
<b>TOTAL</b>	<b>41,900</b>

**CAPITAL OUTLAY FY 17-18 (4330 - LINE MAINTENANCE CREW)**

Trailer Flusher	70,000
Tap Cutter	2,000
(2) I-Pads	3,000
<b>TOTAL</b>	<b>75,000</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

One (1) Half Ton Pickup w/ light bar and tool box	27,500
Lab Dishwasher and Accessories	14,200
PH/ISE Meter	4,000
One (1) Ice Machine 600lb per day capacity	1,500
Sewer Pneumatic Plugs	3,880
Tandem Utility Trailer with 3500lb axles	2,500
One (1) 68' Angle Broom Attachment for Bobcat	4,100
One (1) Electric Golf Cart w/ Utility Bed/Windshield	3,000
Two (2) Raco Alarm Agent's w/ Annual Service	7,500
Two (2) Desktop Computers	2,000
Document Imaging System	5,045
Ebara Submersible Pump	8,079
12 Alarm Agent Dig. WRTU	3,604
Safety Equipment	2,145
Three (3) Hydro Root Saws	2,458
<b>TOTAL</b>	<b>91,511</b>

**CONTRACTUAL (30-40) FY 17-18 (4310 - SEWER)**

Lab Analysis for Compost & WRRF	15,000
Discharge Permit	16,000
Air Quality Permit	1,500
Lab Calibration of Equipment	2,000
Fire Alarm Inspection	2,000
Annual Hoist Inspection	4,500
Stormwater Permit with ODEQ	1,500
Verizon Data Plan for I-Pads	2,500
<b>TOTAL</b>	<b>45,000</b>

**OTHER SERVICES & CHARGES (4310 - SEWER)**

30-01 UTILITIES & COMMUNICATIONS	600,000
30-21 SURPLUS PROPERTY	3,575
30-22 PWA REIMBURSEMENT	227,229
30-23 UPKEEP REAL PROPERTY	10,000
30-40 CONTRACTUAL	45,000
30-43 HARDWARE/SOFTWARE MAINTENANCE	3,500
30-49 CREDIT CARD FEES	25,000
30-72 MEMBERSHIPS & SUBSCRIPTIONS	1,500
30-85 INSURANCE/FIRE, THEFT, LIAB	200,323
30-86 AUDIT	5,531
<b>TOTAL OTHER SERVICES &amp; CHARGES - SEWER</b>	<b>1,121,658</b>

**OTHER SERVICES & CHARGES (4330 - LINE MAINTENANCE CREW)**

30-23 UPKEEP REAL PROPERTY	10,000
30-40 CONTRACTUAL	60,400
30-72 MEMBERSHIPS & SUBSCRIPTIONS	2,860
<b>TOTAL OTHER SERVICES &amp; CHARGES - LINE MAINTENANCE CREW</b>	<b>73,260</b>

**TOTAL OTHER SERVICES & CHARGES**

**1,194,918**

**CAPITAL OUTLAY (4310 - SEWER)**

40-02 EQUIPMENT	41,900
<b>TOTAL CAPITAL OUTLAY - SEWER</b>	<b>41,900</b>

**CAPITAL OUTLAY (4330 - LINE MAINTENANCE CREW)**

40-02 EQUIPMENT	72,000
40-49 COMPUTERS	3,000
<b>TOTAL CAPITAL OUTLAY - LINE MAINTENANCE CREW</b>	<b>75,000</b>

**TOTAL CAPITAL OUTLAY**

**116,900**

**TRANSFERS OUT**

80-33 GENERAL FUND REIMBURSEMENT	922,099
<b>TOTAL TRANSFERS OUT</b>	<b>922,099</b>

**TOTAL DEPARTMENT REQUEST**

**5,862,457**

**CONTRACTUAL (30-40) FY 17-18 (4330 - LINE MAINTENANCE CREW)**

Lab Analysis Pretreatment	6,440
Linko Data Systems Inc	1,460
Verizon Data Plans for I-Pad	2,500
Root Control Chemical Injection	50,000
<b>TOTAL</b>	<b>60,400</b>



**FUND: ENTERPRISE (192)**  
**DEPARTMENT: Wastewater (43)**

**SIGNIFICANT EXPENDITURE CHANGES:**

Replace two (2) storm holding pond pumps that are worn out. Replacement of one (1) trailer mounted flusher. Repair of the methane gas line and rebuilding a boiler. Purchase a mounted crane for maintenance vehicle.

**STAFFING/PROGRAMS**

In August of 2016, the Line Maintenance Department was created and will be fully implemented by June 30, 2018. By combining the distribution and collection personnel and equipment, the City has more qualified and knowledgeable personnel to meet the ever-changing water demands of Midwest City's customers.

During the upcoming fiscal year of 2017-18, the Waste Water Department will be staffed by: one (1) facility supervisor, one (1) lab supervisor, one (1) maintenance supervisor, one (1) bio-solids compost supervisor, one (1) operations supervisor, ten (10) operators, five (5) maintenance technicians, two (2) heavy equipment operators, two (2) environmental chemists, one (1) lab technician, one (1) operations foreman, one (1) industrial waste monitor, five (5) crew leaders and nine (9) certified equipment operators. Additionally the following positions are partially funded: one (1) line maintenance supervisor, one (1) certified equipment operator, one (1) supply supervisor, one (1) inventory control technician, and one (1) GIS coordinator. All positions are full-time permanent employees. This department remains committed to serving the citizens of Midwest City by collecting and treating waste water so it may be reintroduced safely into the environment.

**PROGRAM DESCRIPTION**

The Wastewater Department provides Midwest City residents with the safe and environmentally friendly removal and treatment of sanitary sewer. The waste water recovery and compost facility can treat and release ten million two hundred thousand (10,200,000) gallons of reusable water to the environment. Bio solids are treated and used to make class "A" compost which is offered to the public for purchase. The collection system is comprised of 300 miles of pipe ranging from six (6) inches to forty-eight (48) inches in diameter and 270 privately owned grease traps or oil separators and two (2) permitted industries.

**2017-2018 Goals and Objectives:**

1. Continue to reduce sanitary sewer overflows by means of chemical root control, preventive maintenance, line rehabilitation and education programs for fats, oils and grease.
2. Continue to understand and overcome any treatment regulatory changes or additional requirements from ODEQ or the Environmental Protection Agency (EPA).
3. Continue to produce and sell compost to the public.
4. Demonstrate the capabilities of the compost by City use in public areas with proper signage and educational materials available on site.
5. Partner with Langston University to implement a vegetation control program by means of livestock.

FUND: MWC UTILITIES AUTH (193)  
 DEPARTMENT: UTILITIES - (87)  
 DEPARTMENT HEAD: GUY HENSON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES	-	50,200	200	25,200
CAPITAL OUTLAY	704,433	1,151,231	851,231	-
<b>TOTAL</b>	<b>704,433</b>	<b>1,201,431</b>	<b>851,431</b>	<b>25,200</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTEREST	25,456	26,459	17,194	16,100
TRANSFERS IN (425-9060)	300,000	-	-	-
TRANSFERS IN (143)	82,309	60,424	60,423	-
TRANSFERS IN (188)	140,000	140,000	140,000	-
<b>TOTAL</b>	<b>547,765</b>	<b>226,883</b>	<b>217,617</b>	<b>16,100</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	739,864	1,568,238	1,200,491	1,107,612	6/30/2015
6/30/2015	1,107,612	547,765	704,433	950,944	6/30/2016
6/30/2016	950,944	217,617	851,431	317,130	6/30/2017 - EST
6/30/2017	317,130	16,100	25,200	308,030	6/30/2018 - EST

FINAL BUDGET 2017-2018

8710 - ECONOMIC DEVELOPMENT	
OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	25,000
30-86 AUDIT	200
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>25,200</b>
<b>TOTAL DIVISION REQUEST</b>	<b>25,200</b>

CONTRACTUAL (30-40) FY 17-18

Miscellaneous	25,000
<b>TOTAL</b>	<b>25,000</b>

CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL

Soldier Creek Industrial Park	851,231
<b>TOTAL</b>	<b>851,231</b>

FUND: HOTEL/CONFERENCE CENTER OPERATIONS (195)  
DEPARTMENT: HOTEL/CONFERENCE CENTER (40)  
DEPARTMENT HEAD: TIM LYON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	1,787,945	1,880,373	1,813,823	1,793,899
BENEFITS	588,660	605,163	585,660	546,227
OTHER SERVICES	1,562,273	1,450,517	1,414,722	1,361,750
CAPITAL OUTLAY	4,893	-	-	-
COST OF SALES	1,253,290	1,286,744	1,308,964	1,308,860
TRANSFERS	574,533	219,054	225,271	213,058
<b>TOTAL</b>	<b>5,771,593</b>	<b>5,441,851</b>	<b>5,348,440</b>	<b>5,223,794</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	5,363,319	5,476,361	5,609,991	5,326,460
TRANSFERS	-	740,000	740,000	-
<b>TOTAL</b>	<b>5,363,319</b>	<b>6,216,361</b>	<b>6,349,991</b>	<b>5,326,460</b>

A \$740,000 payable to Fund 157 was eliminated in FY 16-17 and recorded as a transfer in to Fund 195

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	(30,083)	5,679,816	5,963,936	(314,204)
6/30/2015	(314,204)	5,363,319	5,771,593	(722,478)
6/30/2016	(722,478)	6,349,991	5,348,440	279,073
6/30/2017	279,073	5,326,460	5,223,794	381,739

FINAL BUDGET 2017-2018

MUNICIPAL AUTHORITY ADMINISTRATION - 4010	
PERSONAL SERVICES	41,705
BENEFITS	14,108
<b>TOTAL DIVISION REQUEST</b>	<b>55,813</b>

ROOMS - 4012	
PERSONAL SERVICES	509,579
BENEFITS	130,805
OTHER SERVICES & CHARGES	274,831
<b>TOTAL DIVISION REQUEST</b>	<b>915,215</b>

FOOD - 4013	
PERSONAL SERVICES	570,145
BENEFITS	221,522
OTHER SERVICES & CHARGES	121,210
COST OF SALES	361,300
<b>TOTAL DIVISION REQUEST</b>	<b>1,274,177</b>

TELEPHONE - 4014	
COST OF SALES	17,640
<b>TOTAL DIVISION REQUEST</b>	<b>17,640</b>

MISCELLANEOUS - 4015	
COST OF SALES	208,230
<b>TOTAL DIVISION REQUEST</b>	<b>208,230</b>

(CONTINUED)

FUND: HOTEL/CONFERENCE CENTER OPERATIONS (195)  
DEPARTMENT: HOTEL/CONFERENCE CENTER (40)  
DEPARTMENT HEAD: TIM LYON  
PAGE TWO

PERMANENT STAFFING	FY 17-18		FY 16-17	
	Full Time	Part Time	Full Time	Part Time
Accountant (City)	0.25	-	0.25	-
Asst City Mgnr - Admin (City)	0.15	-	0.15	-
General Manager	1	-	1	-
Asst General Manager	-	-	1	-
Director of Rooms	1	-	-	-
Front Office Manager	-	-	-	-
AM/PM Front Desk Sprvs	2	-	2	-
Front Desk Clerks	2	2	2	2
Night Auditors	1	1	1	1
Housekeeping Manager	-	-	-	-
Housekeeping Supervisor	2	-	2	-
Inspectress	1	-	1	-
Room Attendants	10	2	10	2
House person	2	-	1	1
Lobby Attendant	2	1	2	1
Laundry Attendant	2	-	2	-
Food & Beverage Manager	1	-	1	-
Bartenders	2	2	2	2
Restaurant Supervisor	2	-	2	-
Restaurant Cooks	3	-	3	-
Restaurant Servers	3	1	3	1
Club Level Attendant	-	3	-	3
Facilities Manager	1	-	-	-
Maintenance Tech	3	-	4	-
Director of Sales & Mrktg	1	-	1	-
Sales Manager	2	-	2	-
Executive Meeting Manager	1	-	1	-
Sales Coordinator	1	-	1	-
Convention Services Mgr	1	-	1	-
Accounting Director	1	-	1	-
Accts Rec/Payroll Coord.	1	-	1	-
Executive Chef	1	-	1	-
Banquet Cooks	2	2	2	2
Dishwashers	2	1	2	1
Lead Cook	1	-	1	-

ADMINISTRATION - 4016	
PERSONAL SERVICES	197,614
BENEFITS	67,898
OTHER SERVICES & CHARGES	442,541
<b>TOTAL DIVISION REQUEST</b>	<b>708,053</b>

SALES & MARKETING - 4017	
PERSONAL SERVICES	306,193
BENEFITS	87,637
OTHER SERVICES & CHARGES	226,637
<b>TOTAL DIVISION REQUEST</b>	<b>620,467</b>

MAINTENANCE - 4018	
PERSONAL SERVICES	128,709
BENEFITS	20,174
OTHER SERVICES & CHARGES	224,339
<b>TOTAL DIVISION REQUEST</b>	<b>373,222</b>

FRANCHISE FEES - 4019	
COST OF SALES	335,595
<b>TOTAL DIVISION REQUEST</b>	<b>335,595</b>

ENERGY COST - 4020	
COST OF SALES	345,498
<b>TOTAL DIVISION REQUEST</b>	<b>345,498</b>

CAPITAL - 4021	
OTHER SERVICES & CHARGES	72,192
TRANSFERS (4% FF&E)	213,058
<b>TOTAL DIVISION REQUEST</b>	<b>285,250</b>

(CONTINUED)

FUND: HOTEL/CONFERENCE CENTER OPERATIONS (195)  
 DEPARTMENT: HOTEL/CONFERENCE CENTER (40)  
 DEPARTMENT HEAD: TIM LYON  
 PAGE THREE

(Continued) PERMANENT STAFFING	FY 17-18		FY 16-17	
	Full Time	Part Time	Full Time	Part Time
Banquet Captain	2	-	2	-
Banquet Setup	2	2	2	2
Banquet Servers	4	7	4	7
Banquet Bartenders	-	3	-	3
Security	1	1	1	1
<b>TOTAL</b>	<b>64.40</b>	<b>28.00</b>	<b>63.40</b>	<b>29.00</b>

PERSONNEL POSITIONS SUMMARY

- 2006-07 - 84.25
- 2007-08 - 84.00
- 2008-09 - 60.00 Full Time
- 2008-09 - 40.00 Part Time
- 2009-10 - 60.65 Full Time
- 2009-10 - 40.00 Part Time
- 2010-11 - 62.65 Full Time
- 2010-11 - 56.00 Part Time
- 2011-12 - 62.75 Full Time
- 2011-12 - 52.00 Part Time
- 2012-13 - 59.45 Full Time
- 2012-13 - 41.00 Part Time
- 2013-14 - 57.45 Full Time
- 2013-14 - 34.00 Part Time
- 2014-15 - 57.45 Full Time
- 2014-15 - 32.00 Part Time
- 2015-16 - 58.40 Full Time
- 2015-16 - 33.00 Part Time
- 2016-17 - 63.45 Full Time
- 2016-17 - 29.00 Part Time
- 2017-18 - 64.40 Full Time
- 2017-18 - 28.00 Part Time

Note: Part Time includes Occasional Staff

<b>BEVERAGE - 4024</b>	
PERSONAL SERVICES	39,954
BENEFITS	4,083
COST OF SALES	<u>40,597</u>
<b>TOTAL DIVISION REQUEST</b>	<b>84,634</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b><u>5,223,794</u></b>

FUND: FF&E RESERVE (196)  
 DEPARTMENT: HOTEL/CONFERENCE CENTER (40)  
 DEPARTMENT HEAD: TIM LYON

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
MATERIALS & SUPPLIES	-	10,000	9,600	-
OTHER SERVICES	30,550	25,620	25,620	-
CAPITAL OUTLAY	380,525	687,547	687,547	361,000
<b>TOTAL</b>	<b>411,075</b>	<b>723,167</b>	<b>722,767</b>	<b>361,000</b>

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
MISCELLANEOUS	-	10,000	10,000	-
TRANSFERS	214,533	219,054	225,271	213,058
<b>TOTAL</b>	<b>214,533</b>	<b>229,054</b>	<b>235,271</b>	<b>213,058</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	1,389,120	423,173	545,313	1,266,980
6/30/2015	1,266,980	214,533	411,075	1,070,438
6/30/2016	1,070,438	235,271	722,767	582,942
6/30/2017	582,942	213,058	361,000	435,000

**CAPITAL OUTLAY FY 17-18**

Banquet Display Equipment	15,000
Phone System Upgrade	20,000
Security Camera Upgrade	20,000
Landscaping/Water Feature Upgrade	25,000
LED Light Conversion/Parking Lot	12,000
TBD	75,000
Reed Center Exhibit Hall/Meeting Rooms Carpet	75,000
Reed Center Ballroom Doors	12,000
Hotel Blinds Phase I	70,000
Emerald Room Buffet Renovation	25,000
Sheraton Pool Plaster Renovation	10,000
Computer and Printers	2,000
<b>TOTAL</b>	<b>361,000</b>

**FINAL BUDGET 2017-2018**

MUNICIPAL AUTHORITY ADMINISTRATION - 4010	
<b>CAPITAL OUTLAY</b>	
40-02 EQUIPMENT	55,000
40-05 UPI	25,000
40-06 INFRASTRUCTURE	12,000
40-08 CONTINGENCIES	75,000
40-14 REMODEL	192,000
40-49 COMPUTERS	2,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>361,000</b>
<b>TOTAL DIVISION REQUEST</b>	<b>361,000</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Reed South Sign	2,500
Monument Sign Paint	500
Light Dimming System (2nd Year)	27,615
Parking Lot Security Cameras	5,444
Banquet Dinnerware	35,000
Door Replacement 1st Floor	40,000
Computers/Printers	10,485
Elevator Cabin Upgrade	15,000
Paint Meeting Areas - Reed Ctr	20,030
2 Sofas	2,432
Reed Center Carpet	210,000
PTAC Heat/Air Units	10,000
Guest Rm Bathroom Walls	35,000
Fitness Equip Relpace	37,500
Vanity Replacement	98,661
Computers/Printers	2,000
Emerald Rm Kitchen Replace	10,000
West Elevator Upgrade	40,000
Housekeeping Carts	7,500
Landscaping	5,000
TBD	68,558
Men's 2nd Floor Bathroom	4,322
<b>TOTAL</b>	<b>687,547</b>

FUND: GOLF (197)  
DEPARTMENT: GOLF (47/48)  
DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	2016-2017	2016-2017	2017-2018
PERSONAL SERVICES	552,606	561,708	561,193	562,194
BENEFITS	152,376	164,118	160,418	187,081
MATERIALS & SUPPLIES	184,907	218,382	199,345	249,339
OTHER SERVICES	115,138	128,796	126,564	132,604
CAPITAL OUTLAY	65,215	115,261	115,261	1,500
TRANSFER OUT	4,019	-	-	-
<b>TOTAL</b>	<b>1,074,261</b>	<b>1,188,265</b>	<b>1,162,781</b>	<b>1,132,718</b>

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	2016-2017	2016-2017	2017-2018
CHARGES FOR SERVICES	1,114,076	1,141,033	1,056,152	1,168,191
INVESTMENT INTEREST	3,485	2,667	1,893	466
MISCELLANEOUS	792	787	958	822
ASSET RETIREMENT	29,500	-	-	-
<b>TOTAL</b>	<b>1,147,853</b>	<b>1,144,487</b>	<b>1,059,003</b>	<b>1,169,479</b>

Revenue estimates based on proposed rate increases for FY 17-18 passing. Increase is projected to generate an additional \$20,000 in revenue.

BUDGETARY	BUDGET			FUND	
FUND BALANCE:	FUND BAL.	REVENUES	EXPENSES	BALANCE	
6/30/2014	115,110	1,053,935	1,082,642	86,403	6/30/2015
6/30/2015	86,403	1,147,853	1,074,261	159,995	6/30/2016
6/30/2016	159,995	1,059,003	1,162,781	56,217	6/30/2017 - EST
6/30/2017	56,217	1,169,479	1,132,718	92,978	6/30/2018 - EST

Excludes Transfers Out & Capital Outlay (56,561) 5% Reserve  
36,417

**FINAL BUDGET 2017-2018**

PERSONAL SERVICES (4710 - JOHN CONRAD)	
10-01 SALARIES	251,384
10-02 WAGES	123,000
10-03 OVERTIME	1,500
10-07 ALLOWANCES	3,264
10-10 LONGEVITY	8,495
10-11 SL BUYBACK	5,133
10-12 VL BUYBACK	1,193
10-13 PDO BUYBACK	1,935
10-14 SL INCENTIVE	3,960
<b>PERSONAL SERVICES - JOHN CONRAD</b>	<b>399,864</b>

PERSONAL SERVICES (4810 - HIDDEN CREEK)	
10-01 SALARIES	101,976
10-02 WAGES	49,000
10-03 OVERTIME	500
10-07 ALLOWANCES	1,216
10-10 LONGEVITY	4,220
10-11 SL BUYBACK	2,360
10-12 VL BUYBACK	834
10-13 PDO BUYBACK	784
10-14 SL INCENTIVE	1,440
<b>PERSONAL SERVICES - HIDDEN CREEK</b>	<b>162,330</b>
<b>TOTAL PERSONAL SERVICES</b>	<b>562,194</b>

BENEFITS (4710 - JOHN CONRAD)	
15-01 SOCIAL SECURITY	30,590
15-02 EMPLOYEES' RETIREMENT	38,761
15-03 GROUP INSURANCE	30,581
15-04 WORKERS COMP INSURANCE	21,606
15-06 TRAVEL & SCHOOL	950
15-07 UNIFORMS	1,850
15-13 LIFE	875
15-14 DENTAL	2,731
15-20 OVERHEAD HEALTH CARE COST	1,776
<b>BENEFITS - JOHN CONRAD</b>	<b>129,720</b>

(CONTINUED)

**FUND: GOLF (197)**  
**DEPARTMENT: GOLF (47/48)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
Golf Director	1	1
Golf Superintendent	1	1
Asst Greens Superintendent	1	1
Golf Car Mechanic	1	1
Groundskeeper	1	1
Laborer I	1	1

TOTAL 6 6

PART TIME STAFFING	FY 17-18	FY 16-17
	2	2

SEASONAL STAFFING	FY 17-18	FY 16-17
	25	25

**CAPITAL OUTLAY FY 17-18**

Two (2) Weedeaters	1,000
Drag Mat	500
<b>TOTAL</b>	<b>1,500</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

(2) Zero Turn Mowers	4,642
5 Gang Rotary Pull Behind Mower	31,465
Range Ball Dispenser	4,502
(2) Toro Greens Mowers (Used)	59,893
Document Imaging System	1,261
Software	12,000
Lawn Equipment	1,048
Compressor	450
<b>TOTAL</b>	<b>115,261</b>

**PERSONNEL  
POSITIONS  
SUMMARY:**

2006-07 - 9  
 2007-08 - 9  
 2008-09 - 8  
 2009-10 - 6  
 2010-11 - 6  
 2011-12 - 6  
 2012-13 - 6  
 2013-14 - 6  
 2014-15 - 6  
 2015-16 - 6  
 2016-17 - 6  
 2017-18 - 6

**BENEFITS (4810 - HIDDEN CREEK)**

15-01 SOCIAL SECURITY	12,418
15-02 EMPLOYEES' RETIREMENT	15,866
15-03 GROUP INSURANCE	15,504
15-04 WORKERS COMP INSURANCE	9,260
15-06 TRAVEL & SCHOOL	160
15-07 UNIFORMS	1,100
15-13 LIFE	421
15-14 DENTAL	1,776
15-20 OVERHEAD HEALTH CARE COST	856
<b>BENEFITS - HIDDEN CREEK</b>	<b>57,361</b>

**TOTAL BENEFITS**

**187,081**

**MATERIALS & SUPPLIES (4710 - JOHN CONRAD)**

20-27 FOOD & BEVERAGES	41,000
20-34 MAINTENANCE OF EQUIPMENT	25,000
20-41 SUPPLIES	16,000
20-49 CHEMICALS	50,000
20-55 PRO SHOP SUPPLIES	50,000
20-63 FLEET FUEL	18,201
20-64 FLEET PARTS	3,594
20-65 FLEET LABOR	1,507
20-66 IRRIGATION UPKEEP	5,000
20-67 GOLF CART MAINTENANCE	8,000
20-71 BOTANICAL	5,000
<b>MATERIALS &amp; SUPPLIES - JOHN CONRAD</b>	<b>223,302</b>

**MATERIALS & SUPPLIES (4810 - HIDDEN CREEK)**

20-27 FOOD & BEVERAGES	9,700
20-34 MAINTENANCE OF EQUIPMENT	1,500
20-41 SUPPLIES	2,000
20-49 CHEMICALS	7,000
20-63 FLEET FUEL	403
20-64 FLEET PARTS	171
20-65 FLEET LABOR	263
20-66 IRRIGATION UPKEEP	1,500
20-67 GOLF CART MAINTENANCE	1,500
20-71 BOTANICAL	2,000
<b>MATERIALS &amp; SUPPLIES - HIDDEN CREEK</b>	<b>26,037</b>

**TOTAL MATERIALS & SUPPLIES**

**249,339**

(CONTINUED)



FUND: GOLF (197)  
 DEPARTMENT: GOLF (47/48)  
 DEPARTMENT HEAD: VAUGHN SULLIVAN  
 PAGE THREE

**RATE INCREASE FY 15-16**

\$1.00 added to the following:  
 Conrad : Senior, Military, Monday Special & Golf Carts  
 Hidden Creek: Golf Carts

**RATE INCREASE FY 16-17**

HC Junior Fees increase from \$2 to \$4  
 HC Junior All Day Fees Increase from \$3 to \$6  
 JC Reg. & Weekend Fees increase from \$23 to \$24  
 JC Memberships increase: \$600 to \$700, \$1,000 to \$1,200, \$1,080 to \$1,180 and \$1,800 to \$2,000  
 HC & JC Snacks increase from \$1.15 to \$1.38

**PROPOSED RATE INCREASE FY 17-18**

\$1 added to the following:  
 JC: \$1 increase to Regular, Military and Senior green fees.  
 \$.50 increase in driving range tokens.  
 HC: \$1 increase in Senior/Military green fees.  
 Lower senior age to 55 and older

**CONTRACTUAL (4710 - JOHN CONRAD) FY 17-18**

Window Cleaning	1,200
Pest Control	320
Additional Maintenance/Misc	480
<b>TOTAL</b>	<b>2,000</b>

**CONTRACTUAL (4810 - HIDDEN CREEK) FY 17-18**

Window Cleaning	600
Additional Maintenance/Misc	2,550
<b>TOTAL</b>	<b>3,150</b>

**OTHER SERVICES & CHARGES (4710 - JOHN CONRAD)**

30-01 UTILITIES & COMMUNICATIONS	15,000
30-21 SURPLUS PROPERTY	701
30-22 PWA REIMBURSEMENT	30,005
30-23 UPKEEP REAL PROPERTY	14,000
30-40 CONTRACTUAL	2,000
30-41 CONTRACT LABOR	7,000
30-43 HARDWARE/SOFTWARE MAINTENANCE	346
30-49 CREDIT CARD FEES	16,500
30-72 MEMBERSHIPS & SUBSCRIPTIONS	1,850
30-81 ADVERTISING	1,000
30-85 INSURANCE/FIRE, THEFT, LIAB	11,667
30-86 AUDIT	738
<b>OTHER SERVICES &amp; CHARGES - JOHN CONRA</b>	<b>100,807</b>

**OTHER SERVICES & CHARGES (4810 - HIDDEN CREEK)**

30-01 UTILITIES & COMMUNICATIONS	5,700
30-22 PWA REIMBURSEMENT	12,859
30-40 CONTRACTUAL	3,150
30-49 CREDIT CARD FEES	3,700
30-72 MEMBERSHIPS & SUBSCRIPTIONS	350
30-81 ADVERTISING	300
30-85 INSURANCE/FIRE, THEFT, LIAB	5,000
30-86 AUDIT	738
<b>OTHER SERVICES &amp; CHARGES - HIDDEN CREI</b>	<b>31,797</b>

**TOTAL OTHER SERVICES & CHARGES** 132,604

**CAPITAL OUTLAY**

40-02 EQUIPMENT	1,500
<b>TOTAL CAPITAL OUTLAY</b>	<b>1,500</b>

**TOTAL DEPARTMENT REQUEST** 1,132,718

**FUND: GENERAL  
DEPARTMENT: MUNICIPAL GOLF (197)**

**SIGNIFICANT EXPENDITURE CHANGES:**

None

**2017 – 2018 OBJECTIVE**

Regional golf objective is always focused towards improving both John Conrad and Hidden Creek facilities and never being satisfied with just maintaining both facilities. Always seeking better procedures to benefit the entire operations. Making sure every player enjoys their experience is my number one objective.

**2017-2018 GOALS AND OBJECTIVES**

1. Generate more revenue at both facilities through hosting more events and adding golf equipment sales to John Conrad's revenues.
2. Create a players reward program with our new POS system to entice golfers to play at John Conrad.
3. Improve landscaping around the Club House at John Conrad GC..

4. Remove mound at John Conrad GC behind hole number 1.
5. Provide more targets on the driving range at John Conrad GC..
6. Advertise effectively both facilities.
7. Promote junior golf at Hidden Creek through tournaments and league play.
8. Install additional bunker on practice green at John Conrad GC.
9. Contact metro High Schools and Middle Schools to bring their soccer teams out to Hidden Creek for Footgolf play days.

FUND: MOBILE HOME PARK (017)  
 DEPARTMENT: PROPERTY MGMT - TRAILER PARK  
 DEPARTMENT HEAD: TIM LYON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES	11,645	10,210	10,210	10,000
DEBT SERVICE	15,634	124,350	124,350	66,381
<b>TOTAL</b>	<b>27,279</b>	<b>134,560</b>	<b>134,560</b>	<b>76,381</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	100	-	-	-
TRANSFERS IN (194)	135,894	134,350	134,560	76,381
PRINCIPAL RETIREMENT	-	115,996	115,996	65,063
<b>TOTAL</b>	<b>135,994</b>	<b>250,346</b>	<b>250,556</b>	<b>141,444</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	5,108,334	229,344	127,452	5,210,226	6/30/2015
6/30/2015	5,210,226	135,994	27,279	5,318,941	6/30/2016
6/30/2016	5,318,941	250,556	134,560	5,434,937	6/30/2017 - EST
6/30/2017	5,434,937	141,444	76,381	5,500,000	6/30/2018 - EST

Jan. 2018 is the scheduled final payment on note.

**FINAL BUDGET 2017-2018**

OTHER SERVICES AND CHARGES	
30-40 CONTRACTUAL	10,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>10,000</b>

DEBT SERVICE	
71-02 INTEREST ON NOTES	1,318
73-02 PRINCIPAL ON NOTES	65,063
<b>TOTAL DEBT SERVICE</b>	<b>66,381</b>

<b>TOTAL DEPARTMENT REQUEST</b>	<b>76,381</b>
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**CONTRACTUAL (30-40) FY 17-18**

Mowing/Chemicals	10,000
<b>TOTAL</b>	<b>10,000</b>

**BUDGETARY FUND BALANCE ESTIMATED AT 06-30-17**

Land	5,500,000
<b>Total Assets</b>	<b>5,500,000</b>
Note Payable	65,063
<b>Total Liabilities</b>	<b>65,063</b>
<b>FUND BALANCE</b>	<b>5,434,937</b>

FUND: DRAINAGE TAX (050)  
 DEPARTMENT: DRAINAGE (65)  
 DEPARTMENT HEAD: GUY HENSON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
MATERIALS & SUPPLIES	-	4,000	4,000	-
CAPITAL OUTLAY	259,440	182,057	117,859	63,666
<b>TOTAL</b>	<b>259,440</b>	<b>186,057</b>	<b>121,859</b>	<b>63,666</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTEREST	4,930	5,147	2,415	1,344
MISCELLANEOUS	733	-	800	800
TRANSFERS IN (FUND 157)	180,000	-	-	-
<b>TOTAL</b>	<b>185,663</b>	<b>5,147</b>	<b>3,215</b>	<b>2,144</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	635,083	14,792	395,932	253,943	6/30/2015
6/30/2015	253,943	185,663	259,440	180,166	6/30/2016
6/30/2016	180,166	3,215	121,859	61,522	6/30/2017 - EST
6/30/2017	61,522	2,144	63,666	-	6/30/2018 - EST

FINAL BUDGET 2017-2018

CAPITAL OUTLAY	
40-05 UTILITY IMPROVEMENTS	63,666
<b>TOTAL CAPITAL OUTLAY</b>	<b>63,666</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>63,666</b>

CAPITAL OUTLAYFY 16-17 ESTIMATED ACTUAL

Drainage Channel 15th - Bball	325
Travellers Inn Drainage Construction Box Re-constructior	23,175
SE 21st / Avery Drainage Project	48,954
Reno Storm Sewer Extension East of Woodside	45,405
<b>TOTAL</b>	<b>117,859</b>

CAPITAL OUTLAY DETAIL: FY 17-18

Robin Road Project	63,666
<b>TOTAL</b>	<b>63,666</b>

FUND: CAPITAL DRAINAGE (060)  
DEPARTMENT: DRAINAGE IMPROVEMENTS (072)  
DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	188,014	196,948	196,588	198,571
BENEFITS	74,250	99,550	98,202	95,757
MATERIALS & SUPPLIES	70,520	116,408	61,229	91,416
OTHER SERVICES	38,659	54,325	54,325	46,624
CAPITAL OUTLAY	-	106,921	106,921	40,000
TRANSFERS	804	-	-	-
<b>TOTAL</b>	<b>372,248</b>	<b>574,152</b>	<b>517,265</b>	<b>472,368</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SVCS	447,007	443,798	448,083	446,248
INTEREST	7,998	7,884	7,754	7,454
MISC	-	-	58	-
<b>TOTAL</b>	<b>455,005</b>	<b>451,682</b>	<b>455,895</b>	<b>453,702</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	285,105	452,136	402,368	334,873
6/30/2015	334,873	455,005	372,248	417,630
6/30/2016	417,630	455,895	517,265	356,260
6/30/2017	356,260	453,702	472,368	337,595

Excludes Capital Outlay (21,618) 5% Reserve  
315,976

FINAL BUDGET 2017-2018

PERSONAL SERVICES	
10-01 SALARY	187,281
10-03 OVERTIME	2,000
10-07 ALLOWANCES	960
10-10 LONGEVITY	6,664
10-12 VACATION BUYBACK	353
10-13 PDO BUYBACK	138
10-14 SICK LEAVE INCENTIVE	675
10-19 ONCALL	500
<b>TOTAL PERSONAL SERVICES</b>	<b>198,571</b>

BENEFITS	
15-01 SOCIAL SECURITY	15,191
15-02 EMPLOYEES' RETIREMENT	27,800
15-03 GROUP INSURANCE	29,198
15-04 WORKER'S COMP INSURANCE	16,583
15-06 TRAVEL & SCHOOL	950
15-07 UNIFORMS	1,300
15-13 LIFE	608
15-14 DENTAL	2,894
15-20 OVERHEAD HEALTH CARE COST	1,233
<b>TOTAL BENEFITS</b>	<b>95,757</b>

MATERIALS & SUPPLIES	
20-41 SUPPLIES	28,000
20-63 FLEET FUEL	13,502
20-64 FLEET PARTS	30,602
20-65 FLEET LABOR	19,312
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>91,416</b>

OTHER SERVICES	
30-22 PWA REIMBURSEMENT	37,857
30-40 CONTRACTUAL	8,000
30-85 INSURANCE-FIRE, THEFT, LIAB	767
<b>TOTAL OTHER SERVICES</b>	<b>46,624</b>

CAPITAL OUTLAY	
40-01 VEHICLES	20,000
40-02 EQUIPMENT	20,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>40,000</b>

**TOTAL DEPARTMENT REQUEST** **472,368**

(CONTINUED)

**FUND: CAPITAL DRAINAGE (060)**  
**DEPARTMENT: DRAINAGE IMPROVEMENTS (072)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
**PAGE TWO**

<u>PERMANENT STAFFING</u>	<u>FY 17-18</u>	<u>FY 16-17</u>
Street Supervisor	0.25	0.25
Street Project Supervisor	0.50	0.50
Equipment Operator III	1	1
Equipment Operator II	1	1
Equipment Operator I	1	1
<b>TOTAL</b>	<b>3.75</b>	<b>3.75</b>

**PERSONNEL  
POSITIONS  
SUMMARY:**

2006-07 - 4  
2007-08 - 4  
2008-09 - 4  
2009-10 - 3.75  
2010-11 - 3.75  
2011-12 - 3.75  
2012-13 - 3.75  
2013-14 - 3.75  
2014-15 - 3.75  
2015-16 - 3.75  
2016-17 - 3.75  
2017-18 - 3.75

**CAPITAL OUTLAY FY 17-18**

Trackhoe (2nd of 5 yr funding)	20,000
Crew Cab Pickup (1st of 2 yr funding)	20,000
<b>TOTAL</b>	<b>40,000</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Trackhoe (1st of 5 yr funding)	20,000
Skid Steer Track Loader (2nd yr Funding)	64,000
Equipment Trailer	17,500
Two (2) 24" Drain Basins at PWA	5,421
<b>TOTAL</b>	<b>106,921</b>

**CONTRACTUAL (30-40) FY 17-18**

Tree Maintenance	8,000
<b>TOTAL</b>	<b>8,000</b>

**FUND: CAPITAL DRAINAGE (060)**  
**DEPARTMENT: DRAINAGE IMPROVEMENTS (072)**

**SIGNIFICANT EXPENDITURE CHANGES:**

None

**STAFFING/PROGRAMS**

This department is staffed by three full time employees, an Equipment Operator I, Equipment Operator II, and an Equipment Operator III. Department supervision is the Street Project Manager at 50% of his salary and the Street/Parks Supervisor at 25% of his salary.

**PROGRAM DESCRIPTION**

Maintenance and repair of all improved drainage structures, unimproved drainage ditches with city right-of-ways, drainage channels and creeks.

**2017-2018 GOALS AND OBJECTIVES**

1. Continue to replace broken and deteriorated concrete in improved channels.
2. Continue regular inspection of drainage structures and channels.
3. Continue to work on improvements of Soldier Creek, Crutcho Creek, and all tributary's in Midwest City.
4. Planed channel repair at W. Lockheed, Jarman Drive, Meadowbrook Drive, E. Campbell, NE 16<sup>th</sup> & Marydale, Woodside & Holly, and Big Oak.

FUND: STORM WATER QUALITY (061)  
DEPARTMENT: STORM WATER QUALITY (61)  
DEPARTMENT HEAD: VAUGHN SULLIVAN

FINAL BUDGET 2017-2018

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	346,179	368,914	284,086	330,495
BENEFITS	133,029	156,825	137,436	154,706
MATERIALS & SUPPLIES	48,452	92,337	92,273	85,093
OTHER SERVICES	149,508	176,747	176,411	172,516
CAPITAL OUTLAY	4,235	275,375	275,375	132,050
TRANSFERS OUT	43,264	41,907	41,907	66,908
<b>TOTAL</b>	<b>724,668</b>	<b>1,112,105</b>	<b>1,007,488</b>	<b>941,768</b>

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
LICENSES & PERMITS	9,100	6,858	6,057	7,128
CHARGES FOR SERVICES	729,891	732,253	737,072	737,644
INTEREST	19,664	19,112	15,399	14,347
MISCELLANEOUS	-	500	-	-
TRANSFERS IN	-	802	802	832
<b>TOTAL</b>	<b>758,655</b>	<b>759,525</b>	<b>759,330</b>	<b>759,951</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	886,100	756,104	757,781	884,423
6/30/2015	884,423	758,655	724,668	918,410
6/30/2016	918,410	759,330	1,007,488	670,252
6/30/2017	670,252	759,951	941,768	488,435

Excludes Capital Outlay & Transfers Out (37,141) 5% Reserve  
451,295

PERSONAL SERVICES	
10-01 SALARIES	298,491
10-02 WAGES	10,000
10-03 OVERTIME	5,000
10-07 ALLOWANCES	1,048
10-10 LONGEVITY	5,350
10-11 SL BUYBACK	2,991
10-13 PDO BUYBACK	815
10-14 SICK LEAVE INCENTIVE	2,700
10-19 ON CALL	4,100
<b>TOTAL PERSONAL SERVICES</b>	<b>330,495</b>

BENEFITS	
15-01 SOCIAL SECURITY	25,283
15-02 EMPLOYEES' RETIREMENT	44,869
15-03 GROUP INSURANCE	50,537
15-04 WORKER'S COMP INSURANCE	12,482
15-06 TRAVEL & SCHOOL	8,500
15-07 UNIFORMS	3,605
15-13 LIFE	863
15-14 DENTAL	5,611
15-20 OVERHEAD HEALTH CARE COST	1,372
15-97 RETIREE INSURANCE SUBSIDY	832
15-98 RETIREE INSURANCE	752
<b>TOTAL BENEFITS</b>	<b>154,706</b>

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	4,500
20-41 SUPPLIES	26,650
20-49 CHEMICALS	9,000
20-63 FLEET FUEL	9,564
20-64 FLEET PARTS	21,305
20-65 FLEET LABOR	14,074
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>85,093</b>

	2015	2016	EST 2017	BUDGET 2018
CHARGES TO OTHER CITIES	31,613	32,182	34,270	34,000

(CONTINUED)



**FUND: STORM WATER QUALITY (061)**  
**DEPARTMENT: STORM WATER QUALITY (61)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
**PAGE TWO**

PERMANENT STAFFING	FY 17-18	FY 16-17
Storm Water Manager	0.5	1
Storm Water Project Supervisor	1	1
Storm Water Quality Tech	3	3
GIS Coordinator	0.17	0.17
Lab Technician	0.66	0.66
<b>TOTAL</b>	<b>5.33</b>	<b>5.83</b>

SEASONAL STAFFING	FY 17-18	FY 15-16
GPS/GIS Data Coll & Entry	2	2

.5 Storm Water Manager moved to Fund 190 FY 17-18  
.66 Lab Technician added in FY 14-15  
.34 Lab Technician left in fund 192 FY 14-15

**CAPITAL OUTLAY FY 17-18**

Street Sweeper (1) 2nd of 2 year funding	125,000
Warning Lights for Spill Trailer	3,000
Replacement Laptop	1,000
Tablets	3,050
<b>TOTAL</b>	<b>132,050</b>

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Street Sweeper (1) 1st of 2 year funding	125,000
Two (2) Outdoor Cameras	2,000
Two (2) Exterior Door Cameras	2,000
Two (2) Ext Door, One (1) Int Door Access Points	9,000
Two (2) Laserfiche Scanners	2,000
City Works Permitting, Licensing, and Land Database Module	10,000
Computer Replacement	687
HHW Permanent Building	100,000
Tray Sealer	6,000
Fencing HHW Building	13,500
Computer	1,200
I-Pads	3,050
Two (2) 24" Drain Basins at PWA	938
<b>TOTAL</b>	<b>275,375</b>

**PERSONNEL  
POSITIONS  
SUMMARY:**

2006-07 - 5  
2007-08 - 6.17  
2008-09 - 7.17  
2009-10 - 7.17  
2010-11 - 6.17  
2011-12 - 6.17  
2012-13 - 5.17  
2013-14 - 5.17  
2014-15 - 5.83  
2015-16 - 5.83  
2016-17 - 5.83  
2017-18 - 5.33

<b>OTHER SERVICES &amp; CHARGES</b>	
30-01 UTILITIES & COMMUNICATIONS	12,000
30-21 SURPLUS PROPERTY	1,039
30-22 PWA REIMBURSEMENT	54,574
30-23 UPKEEP REAL PROPERTY	10,500
30-40 CONTRACTUAL	62,950
30-49 CREDIT CARD FEES	2,850
30-72 MEMBERSHIPS & SUBSCRIPTIONS	1,600
30-85 INSURANCE - FIRE, THEFT, LIAB	26,449
30-86 ANNUAL AUDIT	554
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>172,516</b>

<b>CAPITAL OUTLAY</b>	
40-01 VEHICLES	125,000
40-02 EQUIPMENT	3,000
40-49 COMPUTERS	4,050
<b>TOTAL CAPITAL OUTLAY</b>	<b>132,050</b>

<b>TRANSFERS OUT</b>	
80-33 TRANSFERS (GENERAL 010)	66,908
<b>TOTAL TRANSFERS OUT</b>	<b>66,908</b>

**TOTAL DEPARTMENT REQUEST** **941,768**

**CONTRACTUAL (30-40) FY 17-18**

HHW Disposal at Facility	22,000
Janitorial for 8726 SE 15th St	5,450
Verizon Wireless	500
Water Quality Replicate Samples	4,000
COSWA Radio Ad	2,000
City Works PLL	29,000
<b>TOTAL</b>	<b>62,950</b>

**FUND: ENTERPRISE 061**  
**DEPARTMENT: STORMWATER QUALITY 61**

**SIGNIFICANT EXPENDITURE CHANGES:**  
N.A.

**STAFFING/PROGRAMS**

During the past fiscal year, 2016-17 the Stormwater Quality Management Department was staffed by: the stormwater quality/sanitation manager, four stormwater quality technicians and Stormwater/GIS Intern(s). All positions except the Intern are full time permanent employees. Stormwater quality management remains committed to serving citizens of Midwest City by maintaining and improving stormwater quality in creeks and water ways.

The department strives to educate and involve citizens in the prevention of storm water pollution and conducts water quality screening to detect, track and eliminate pollutants affecting water quality. Additionally, it enforces Midwest City's stormwater ordinances and manages a curbside recycling program that is responsible for diverting recyclable materials from the solid waste stream. Lastly they provide safe and proper disposal of unwanted household hazardous waste to all Midwest City residents

**PROGRAM DESCRIPTION:**

The purpose of the Stormwater Quality Management Department is to promote public health, safety and welfare by maintaining and improving the quality of stormwater discharging to conveyances within Midwest City and all receiving waters of the State. Stormwater Quality has been tasked with ensuring that any applicable regulations of the Oklahoma Department of Environmental Quality and Environmental Protection Agency regarding stormwater discharges are being met. In order to maintain compliance with these regulations, Stormwater Quality has implemented several distinct programs such as:

- 1. Construction Site Inspections
- 2. Illicit Discharge Detection and Elimination (IDDE).
- 3. Curbside Recycling
- 4. Household Hazardous Waste Disposal
- 5. Public Education and Participation
- 6. Complaints

**2017-2018 Goals and Objectives:**

**Provide a safe and clean environment for our residents through the following:**

- 1. Distributing educational materials to increase public awareness and participation in City Programs including Household Hazardous Waste Disposal, Recycling, Adopt a Street, and Adopt a Creek. We will achieve this through the use of presenting educational material quarterly at the Neighborhood Association meetings, attending events such as Association Celebration, National Night Out, etc and creating various newsletters to be distributed to city employees and residents.
- 2. Continue operation of the Household Hazardous Waste program 3 days a week. Utilize feedback from residents to increase participation, thus decreasing illicit dumping into the stormwater conveyances. Provide opportunities for surrounding municipalities to schedule mobile collection events as part of the HHW program.
- 3. Decrease the amount of trash and debris making its way into stormwater conveyances through a continued curbside recycling program as well as increasing trash and recycling receptacles in parks and city facilities.
- 4. Partner with Mid-Del and Choctaw-Nicoma Park School Districts and other civic organizations in order to develop an environmental education outreach program.

**Support the Clean Water Act and the updated ODEQ permitting through the following:**

- 1. Continue with Stormwater construction inspections to help ensure site compliance with City ordinances and the Clean Water Act. Follow-up with non-compliance issues to ensure the each site is acting with a sense of urgency when erosion and sediment control issues arise.
- 2. Develop and implement an industrial stormwater permit program and a commercial cosmetic cleaning program.
- 3. Meet all terms and conditions of the City's Stormwater Management Plan as required by ODEQ. Modify such plans when the new ODEQ permit is issued and implement required TMDL elements. This includes modifications being made to the current water quality monitoring program set forth for sections of Crutch Creek and the North Canadian River to monitor Total Coliform, E. Coli, and Enterococci bacteria.
- 4. Develop and implement a training program for builders, contractors, and developers in regards to the Clean Water Act, NPDES permitting, and City Ordinances.

**FUND: CAPITAL WATER IMPROVEMENTS (172) (Walker Fund)**  
**DEPARTMENT: CAPITAL WATER IMPROVEMENT (49)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**

EXPENDITURES	ACTUAL 2015-2016	AMENDED	ESTIMATED	BUDGET 2017-2018
		BUDGET 2016-2017	ACTUAL 2016-2017	
OTHER SERVICES	1,823	2,100	2,100	3,000
CAPITAL OUTLAY	531,804	520,859	520,859	280,000
TRANSFERS OUT	325,000	350,000	350,000	93,817
<b>TOTAL</b>	<b>858,627</b>	<b>872,959</b>	<b>872,959</b>	<b>376,817</b>

REVENUES	ACTUAL 2015-2016	AMENDED	ESTIMATED	BUDGET 2017-2018
		BUDGET 2016-2017	ACTUAL 2016-2017	
LICENSES & PERMITS	12,000	10,047	8,375	9,891
CHARGES FOR SERVICES	430,187	411,149	439,046	433,981
INTEREST	18,747	23,579	7,697	6,893
<b>TOTAL</b>	<b>460,934</b>	<b>444,775</b>	<b>455,118</b>	<b>450,765</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	573,341	985,391	693,836	864,897	6/30/2015
6/30/2015	864,897	460,934	858,627	467,204	6/30/2016
6/30/2016	467,204	455,118	872,959	49,363	6/30/2017 - EST
6/30/2017	49,363	450,765	376,817	123,311	6/30/2018 - EST

**FINAL BUDGET 2017-2018**

<b>OTHER SERVICES &amp; CHARGES</b>	
30-49 CREDIT CARD FEES	3,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>3,000</b>

<b>CAPITAL OUTLAY</b>	
40-05 UTILITY PROPERTY	280,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>280,000</b>

<b>TRANSFERS OUT</b>	
80-91 TRANSFERS OUT TO WATER - 191	93,817
<b>TOTAL TRANSFERS OUT</b>	<b>93,817</b>

**TOTAL DEPARTMENT REQUEST 376,817**

**CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL**

Scada System	170,259
Eng for Titan Tower Upgrade	5,600
Ceiling in Filter Bay	95,000
Engineering for East Side Water	250,000
<b>TOTAL</b>	<b>520,859</b>

**CAPITAL OUTLAY FY 17-18**

Engineering for East Side Water Tower	200,000
Exterior paint for Water Plant Tower	80,000
<b>TOTAL</b>	<b>280,000</b>

**FUND: CONSTRUCTION LOAN PMT (178)**  
**DEPARTMENT: DEBT SERVICE (42)**  
**DEPARTMENT HEAD: GUY HENSON**

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES	2,968	3,000	3,000	4,000
CAPITAL OUTLAY	463,007	2,595,885	2,121,450	950,000
<b>TOTAL</b>	<b>465,975</b>	<b>2,598,885</b>	<b>2,124,450</b>	<b>954,000</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	672,209	681,386	691,724	681,967
INTEREST	44,367	46,749	35,915	31,442
<b>TOTAL</b>	<b>716,576</b>	<b>728,135</b>	<b>727,639</b>	<b>713,409</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
	2,879,313	716,162	1,901,358	1,694,117	6/30/2014
	1,694,117	716,576	465,975	1,944,718	6/30/2015
	1,944,718	727,639	2,124,450	547,907	6/30/2016
	547,907	713,409	954,000	307,316	6/30/2017 - EST
					6/30/2018 - EST

**FINAL BUDGET 2017-2018**

<b>OTHER SERVICES &amp; CHARGES</b>	
30-49 CREDIT CARD FEES	4,000
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>4,000</b>
<b>CAPITAL OUTLAY</b>	
40-05 UTILITY IMPROVEMENTS	950,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>950,000</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>954,000</b>

**CAPITAL OUTLAY FY 16-17 Estimated Actual**

SE 15 St Widening Relocate	141,245
Eastside Booster Ph 1	550,000
Carl Albert Wtr Twr Mod	387,705
Roofs at Water Plant	134,000
Rehab 2 Wells	100,000
Eastside Dist IMP Ph 4	225,000
Blueridge Water Line Replacement	87,000
SE 29th Loop between Douglas and Post	250,000
Mead Dr Loop between 15th and Post	100,000
Interior Painting of Titan Water Tower	146,500
<b>TOTAL</b>	<b>2,121,450</b>

**CAPITAL OUTLAY FY 17-18**

NE 23rd Water Line Extension	425,000
Northoaks Water Line	75,000
Eastside Booster Station PH 1	450,000
<b>TOTAL</b>	<b>950,000</b>

FUND: SEWER BACKUP (184)  
 DEPARTMENT: SEWER BACKUP CLAIMS (43)  
 DEPARTMENT HEAD: TIM LYON

FINAL BUDGET 2017-2018

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES	1,466	15,500	7,500	15,500
<b>TOTAL</b>	<b>1,466</b>	<b>15,500</b>	<b>7,500</b>	<b>15,500</b>

OTHER SERVICES & CHARGES	
30-02 CLAIMS-COUNCIL APPROVED	15,500
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>15,500</b>

**TOTAL DEPARTMENT REQUEST** 15,500

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	2	-	-	-
INTEREST	1,823	1,767	1,469	1,268
<b>TOTAL</b>	<b>1,825</b>	<b>1,767</b>	<b>1,469</b>	<b>1,268</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	78,467	2,214	-	80,681	6/30/2015
6/30/2015	80,681	1,825	1,466	81,040	6/30/2016
6/30/2016	81,040	1,469	7,500	75,009	6/30/2017 - EST
6/30/2017	75,009	1,268	15,500	60,777	6/30/2018 - EST

ORDINANCE APPROVED IN 08-09, THE MINIMUM IS \$50,000.  
 WHEN THE FUND BALANCE FALLS BELOW THE THRESHOLD, THE UTILITY ASSESSMENT IS PLACED BACK ON THE UTILITY BILL.

FUND: SEWER CONSTRUCTION (186)  
DEPARTMENT: SEWER CONSTRUCTION (46)  
DEPARTMENT HEAD: VAUGHN SULLIVAN

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CAPITAL OUTLAY	1,892,884	227,671	227,671	-
TRANSFERS OUT (250)	1,208,726	1,312,508	1,312,508	1,282,329
<b>TOTAL</b>	<b>3,101,610</b>	<b>1,540,179</b>	<b>1,540,179</b>	<b>1,282,329</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	1,383,217	1,371,890	1,392,386	1,379,580
INTEREST	119,191	107,826	71,117	51,572
INTEREST-TIF LOAN	48,222	3,097	1,104	-
<b>TOTAL</b>	<b>1,550,630</b>	<b>1,482,813</b>	<b>1,464,607</b>	<b>1,431,152</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	12,914,883	3,209,853	11,472,722	4,652,015	6/30/2015
6/30/2015	4,652,015	1,550,630	3,101,610	3,101,035	6/30/2016
6/30/2016	3,101,035	1,464,607	1,540,179	3,025,463	6/30/2017 - EST
6/30/2017	3,025,463	1,431,152	1,282,329	3,174,286	6/30/2018 - EST

Sewer Fee      (1,111,650) Reserve  
2,062,636

**FINAL BUDGET 2017-2018**

<b>TRANSFERS OUT</b>	
80-50 TRANSFERS OUT (250 ) for Debt Service	1,282,329
<b>TOTAL TRANSFERS OUT</b>	<u>1,282,329</u>

**TOTAL DEPARTMENT REQUEST**      1,282,329

<b>ESTIMATED FUND BALANCE RESERVE FROM SEWER FEE</b>	
Fiscal Year 11-12	255,423
Fiscal Year 12-13	290,471
Fiscal Year 13-14	205,781
Fiscal Year 14-15	105,606
Fiscal Year 15-16	174,491
Fiscal Year 16-17 Estimated	79,878
Fiscal Year 17-18 Estimated	97,251
<b>TOTAL</b>	<u>1,111,650</u>

<b>OUTSTANDING PRINCIPAL ON TIF LOAN</b>	
Fiscal Year 13-14	2,202,695
Fiscal Year 14-15	1,181,139
Fiscal Year 15-16	62,340
Fiscal Year 16-17 Estimated	-

<b>CAPITAL OUTLAY FY 16-17 ESTIMATED ACTUAL</b>	
Engineering Sewer Plant	36,700
Sewer Plant Construction	133,372
Biosolids Comp Facility	45,699
SCADA Software for Plant	10,533
Equipment Composting Facility	1,367
	<u>227,671</u>

FUND: UTILITY SERVICES (187)  
DEPARTMENT: CITY CLERK (50) UTILITY SERVICES  
DEPARTMENT HEAD: SARA HANCOCK

FINAL BUDGET 2017-2018

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
PERSONAL SERVICES	556,548	550,281	545,767	569,907
BENEFITS	208,547	226,961	208,543	234,469
MATERIALS & SUPPLIES	26,858	51,364	31,563	38,932
OTHER SERVICES	168,803	170,670	170,608	172,078
CAPITAL OUTLAY	4,906	9,719	9,719	9,090
TRANSFERS OUT	100,789	167,960	167,960	167,960
<b>TOTAL</b>	<b>1,066,451</b>	<b>1,176,955</b>	<b>1,134,160</b>	<b>1,192,436</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
CHARGES FOR SERVICES	1,036,311	1,028,308	1,039,709	1,031,887
INTEREST	6,419	6,692	5,792	5,727
MISCELLANEOUS	79,530	65,070	88,290	43,380
TRANSFERS IN	-	1,429	1,429	1,053
<b>TOTAL</b>	<b>1,122,260</b>	<b>1,101,499</b>	<b>1,135,220</b>	<b>1,082,047</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE	
6/30/2014	347,410	1,028,214	991,103	384,521	6/30/2015
6/30/2015	384,521	1,122,260	1,066,451	440,330	6/30/2016
6/30/2016	440,330	1,135,220	1,134,160	441,390	6/30/2017 - EST
6/30/2017	441,390	1,082,047	1,192,436	331,001	6/30/2018 - EST

Excludes Transfers Out & Capital Outlay (50,769) 5% Reserve  
280,232

PERSONAL SERVICES	
10-01 SALARIES	529,408
10-02 WAGES	2,000
10-03 OVERTIME	6,000
10-07 ALLOWANCES	2,670
10-10 LONGEVITY	14,060
10-11 SL BUYBACK	2,822
10-12 VL BUYBACK	3,097
10-13 PDO BUYBACK	3,100
10-14 SICK LEAVE INCENTIVE	6,750
<b>TOTAL PERSONAL SERVICES</b>	<b>569,907</b>

BENEFITS	
15-01 SOCIAL SECURITY	43,598
15-02 EMPLOYEES' RETIREMENT	79,507
15-03 GROUP INSURANCE	79,168
15-04 WORKER'S COMP INSURANCE	5,658
15-06 TRAVEL & SCHOOL	8,788
15-07 UNIFORMS	1,779
15-13 LIFE	1,985
15-14 DENTAL	7,707
15-20 OVERHEAD HEALTH CARE COST	4,274
15-97 RETIREE INSURANCE SUBSIDY	1,053
15-98 RETIREE INSURANCE	952
<b>TOTAL BENEFITS</b>	<b>234,469</b>

MATERIALS & SUPPLIES	
20-34 MAINTENANCE OF EQUIPMENT	1,411
20-41 SUPPLIES	15,000
20-63 FLEET FUEL	10,127
20-64 FLEET PARTS	5,059
20-65 FLEET LABOR	7,335
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>38,932</b>

(CONTINUED)

FUND: UTILITY SERVICES (187)  
 DEPARTMENT: CITY CLERK (50) UTILITY SERVICES  
 DEPARTMENT HEAD: SARA HANCOCK  
 PAGE TWO

PERMANENT STAFFING	FY 17-18	FY 16-17
City Clerk	0.5	0.5
Billing Technician	0.5	0.5
Office Manager - City Clerk	1	1
Utility Service Clk/Trainer	1	1
Utility Service Clerk II	2	2
Utility Service Clerk	4	4
Meter Reader Coordinator	1	1
Meter Reader	2	2
Staff Accountant	0.25	0
<b>TOTAL</b>	<b>12.25</b>	<b>12</b>

PART TIME:	FY 17-18	FY 16-17
Accountant	0	0.18

Accountant changed to Staff Accountant .25 FY 17-18  
 Utility Service Clerk, part time position to become a full time position in FY 16-17  
 New fund created FY08-09 for functions of the Utility Billing and Customer Service.  
 The funding source is from penalties related to utilities.  
 Meter Readers were added (previously City Clerk) effective FY 10-11  
 PBX Receptionist reclassified to Utility Service Clerk FY 13-14  
 Accountant is in the Finance Department FY 14-15  
 Temporary Meter Reader(s) eliminated in FY 16-17 due to Automated Meters

**CONTRACTUAL (30-40) FY 17-18**

Shred Bin	200
BOK Lockbox Fees	8,500
Ads - Employment Testing	1,000
Sunguard	5,300
Billing - Outsource	150,000
<b>TOTAL</b>	<b>165,000</b>

PERSONNEL  
 POSITIONS  
 SUMMARY:  
 2007-08 - 7  
 2008-09 - 8.5  
 2009-10 - 8.5  
 2010-11 - 13.5  
 2011-12 - 14.5  
 2012-13 - 14.5  
 2013-14 - 14.5  
 2014-15 - 14  
 2015-16 - 11.5  
 2016-17 - 12  
 2017-18 - 12.25

OTHER SERVICES & CHARGES	
30-40 CONTRACTUAL	165,000
30-43 HARDWARE/SOFTWARE MAINTENANCE	2,700
30-49 CREDIT CARD FEES	2,487
30-72 MEMBERSHIPS/SUBSCRIPTIONS	303
30-85 INSURANCE/FIRE, THEFT, LIAB	1,588
<b>TOTAL OTHER SERVICES &amp; CHARGES</b>	<b>172,078</b>

CAPITAL OUTLAY	
40-02 EQUIPMENT	9,090
<b>TOTAL CAPITAL OUTLAY</b>	<b>9,090</b>

TRANSFERS OUT	
80-89 UTILITY CAPITAL OUTLAY (189) (AMRS)	167,960
<b>TOTAL TRANSFERS OUT</b>	<b>167,960</b>

**TOTAL DEPARTMENT REQUEST** 1,192,436

**CAPITAL OUTLAY FY 17-18**

Three (3) Global Malaga High Back Chairs	1,650
Plantonics CS540 (Mono Wireless Headset)	320
Four (4) Motorola Handheld Radios	6,400
Replace (8) Advantage Church Chairs in Lobby	720
<b>TOTAL</b>	<b>9,090</b>

**CAPITAL OUTLAY FY 16-17 Estimated Actual**

Two (2) Global Malaga High Back Chairs	926
One (1) Canon DR-3010C Duplex Sheet Scanner	900
One (1) HP Laserjet P2055 Printer	150
One (1) HP Laserjet P4015X Printer	2,500
Chair	550
Carpeting	1,936
Copier/Printer	350
Computers	1,557
Scanners	850
<b>TOTAL</b>	<b>9,719</b>



**FUND: UTILITY SERVICES (187)**  
**DEPARTMENT: CITY CLERK**

**PROGRAM DESCRIPTION**

The Utility Service Fund is responsible for the following functions:

Utility Customer Service  
Utility Billing  
Meter Reading

**Customer Service Division:**

**Staffing/Programs**

During the past fiscal year 2016-2017, the Customer Service Department was staffed by one Office Manager, one Utility Service Trainer, one Billing Technician, six Customer Service Representatives. Our department remains committed to providing excellent customer service in a timely and efficient manner.

**Program Description**

Customer service provides exceptional service to over 20,000 water, sewer and sanitation customers each month. Customer service works closely with each customer to set up new accounts, process transfers or final accounts. Customer service is

responsible for all utility billing and posting over 21,000 payments a month. Customer service issues over 3,000 new licenses and permits a year and processes approximately 2,000 renewals. Customer service investigates and works to provide information and resolve all customer inquiries.

**Meter Readers -**

**Staffing/Programs**

During the past fiscal year 2016-2017, the meter reader division was staffed by one full time Meter Reader Coordinator and two full time Meter Readers. This division remains committed to providing timely service to the public for billing inquiries and new service request.

**Program Description**

Meter Readers will record water usage on a monthly basis for billing purposes. Meter Readers handle turning on and off water services daily as necessary. Meter readers will work directly with the public and customer service staff as needed. Meter readers maintain computer work involving hand held meter reading versa terms, new account sequencing, evaluating reading reports, keeping up with meter exchanges, AMI repairs and any other billing alerts, issues or reports.

## **2017–2018 GOALS AND OBJECTIVES**

### **Customer Service Division:**

1. Complete implementation of new automatic meter reading system to increase accuracy and allow for more efficient billing.
2. Continue to promote paperless billing by allowing customers to sign up online.
3. Improve Customer Service with continual training and positive supervision.
4. Continue to promote Internet services available to our customers to allow for ACH and recurring credit card payments online.
5. Continue to train staff on effectively using Laserfiche to allow for better record retention.
6. Implement effective strategies to ensure customer receives solutions to issues involving their bills.
7. Continue to promote online e-forms to help provide efficient customer service.
8. Work with meter department to ensure any billing issues are resolved in a timely manner.
9. Continue to cross train customer service clerks to be efficient in all areas of department.

### **Meter Reading Division:**

1. Continue to read approximately 20,500 meters each month while maintaining 99.6% accuracy or better while maintaining a monthly schedule.
2. Continue to complete approximately 1,600 work orders a month on a daily basis as needed in a timely and accurate manner.
3. Continue to have a professional work relationship with the public.
4. Continue to have good work relationship with customer service.
5. Implement new meter reading technologies to increase efficiency and accuracy.
6. Continue to train staff in all areas of meter reading to include office and computer work.

**FUND: CAPITAL SEWER (188) (STROTHMANN FUND)  
DEPARTMENT: SEWER IMPROVEMENTS  
DEPARTMENT HEAD: VAUGHN SULLIVAN**

EXPENDITURES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES	1,508	151,500	114,500	52,300
CAPITAL OUTLAY	272,417	248,342	185,607	210,000
TRANSFER OUT	265,000	140,000	140,000	50,000
<b>TOTAL</b>	<b>538,925</b>	<b>539,842</b>	<b>440,107</b>	<b>312,300</b>

REVENUES	ACTUAL	AMENDED	ESTIMATED	BUDGET
	2015-2016	BUDGET 2016-2017	ACTUAL 2016-2017	BUDGET 2017-2018
LICENSES & PERMITS	10,950	7,642	6,325	8,283
CHARGES FOR SERVICES	399,276	388,823	390,214	394,325
INTEREST	5,478	8,412	1,854	3,813
<b>TOTAL</b>	<b>415,704</b>	<b>404,877</b>	<b>398,393</b>	<b>406,421</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	390,164	407,795	631,764	166,194
6/30/2015	166,194	415,704	538,925	42,973
6/30/2016	42,973	398,393	440,107	1,259
6/30/2017	1,259	406,421	312,300	95,380

**FINAL BUDGET 2017-2018**

<b>OTHER SERVICE &amp; CHARGE</b>	
30-40 CONTRACTUAL	50,000
30-49 CREDIT CARD FEES	2,300
<b>TOTAL OTHER SERVICE &amp; CHARGE</b>	<b>52,300</b>

<b>CAPITAL OUTLAY</b>	
40-02 EQUIPMENT	210,000
<b>TOTAL CAPITAL OUTLAY</b>	<b>210,000</b>

<b>TRANSFERS OUT</b>	
80-92 TRANSFER OUT TO WASTEWATER - 192	50,000
<b>TOTAL TRANSFERS OUT</b>	<b>50,000</b>

**TOTAL DEPARTMENT REQUEST** **312,300**

**CAPITAL OUTLAY FY 16-17 Estimated Actual**

Replace Roof on Chlorine Building	32,000
Replace Roof on Sulfur Dioxide Building	26,000
Sixteen (16) Security Cameras w/Inst Equip	25,000
Projects to be approved by Council	47,665
SE 15th & Sooner Development	11,215
SE 15th Sewer Relocation	43,727
<b>TOTAL</b>	<b>185,607</b>

**CAPITAL OUTLAY FY 17-18**

Two (2) Submersible Stormholding Pumps	200,000
Security Cameras w/Inst Equip	10,000
<b>TOTAL</b>	<b>210,000</b>

**CONTRACTUAL (30-40) FY 17-18**

Chemical Pipe Root Control	50,000
	50,000

**FUND: UTILITIES CAPITAL OUTLAY (189)**  
**DEPARTMENT: CAPITAL OUTLAY**  
**DEPARTMENT HEAD: GUY HENSON**

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
OTHER SERVICES AND CHARGE	4,303	-	-	250,000
CAPITAL OUTLAY	554,733	4,621,888	1,126,530	-
DEBT SERVICE	97,976	588,218	167,960	167,960
<b>TOTAL</b>	<b>657,011</b>	<b>5,210,106</b>	<b>1,294,490</b>	<b>417,960</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTEREST	16,068	21,909	24,667	20,754
MISCELLANEOUS	71,639	-	-	-
TRANSFER IN	2,273,664	797,662	797,662	624,960
LOAN PROCEEDS	-	3,500,000	-	-
<b>TOTAL</b>	<b>2,361,370</b>	<b>4,319,571</b>	<b>822,329</b>	<b>645,714</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	3,049,976	1,087,822	4,266,820	(129,021) 6/30/2015
6/30/2015	(129,021)	2,361,370	657,011	1,575,338 6/30/2016
6/30/2016	1,575,338	822,329	1,294,490	1,103,177 6/30/2017 - EST
6/30/2017	1,103,177	645,714	417,960	1,330,931 6/30/2018 - EST

**TRANSFERS IN DETAIL**

Sanitation (190) Transfer Station	457,000
Utility Services (187) Debt Service AMRS	167,960
<b>TOTAL</b>	<b>624,960</b>

**FINAL BUDGET 2017-2018**

<b>SANITATION (41)</b>	
<b>OTHER SERVICES AND CHARGES</b>	
30-44 ADMIN PROFESSIONAL SERVICES Transfer Station	250,000
<b>TOTAL OTHER SERVICES AND CHARGES</b>	<b>250,000</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>250,000</b>

<b>UTILITY SERVICES (50)</b>	
<b>DEBT SERVICE</b>	
70-01 PRINCIPAL PAYMENT (AMRS)	124,687
71-01 INTEREST (AMRS)	43,273
<b>TOTAL DEBT SERVICE</b>	<b>167,960</b>
<b>TOTAL DEPARTMENT REQUEST</b>	<b>167,960</b>
<b>TOTAL FUND REQUEST</b>	<b>417,960</b>

**CAPITAL OUTLAY FY 16-17 Estimated Actual**

CNG Fueling Station	563,242
Auto Meter Reading System	563,288
<b>TOTAL</b>	<b>1,126,530</b>

(CONTINUED)

**FUND: UTILITIES CAPITAL OUTLAY (189)**  
**DEPARTMENT: CAPITAL OUTLAY**  
**DEPARTMENT HEAD: GUY HENSON**  
**PAGE TWO**

**NOTE: AMRS funding required a loan in the amount of \$1,398,797 to be paid off in 10 years at an interest rate of 3.75%.**

Total appropriations for the automated meter reading system is \$5,348,350.

Funding for the loan repayment comes from Fund 187, Utility Services for FY 17-18 & Water will participate when funding is available for debt service.

**NOTE: TRANSFER STATION funding is being set aside from a rate increase to Sanitation. To date, transfers from Fund 190 total \$810,612 (\$390,354 - FY 15-16 and \$420,258 - FY 16-17). \$457,000 has been budgeted to be transferred in from Fund 190 for FY 17-18. It is anticipated that the total cost of the transfer station will be \$3,500,000, and a loan will be required for a portion of the cost with the loan payment being funded by the yearly transfers from Fund 190.**

FUND BALANCE ACTUAL AT 6-30-16				
DIVISION/DEPT	6/30/15 FUND REVENUES & EST. BALANCE	LOAN & TRANSFERS	EST. ACTUAL EXPENSES	6/30/16 FUND BALANCE
GENERAL GOVT - CNG	-	354,100	-	354,100
EXECUTIME	-	32,437	32,437	-
SANITATION - TRANS STATION	-	390,354	-	390,354
UTILITY SERVICES - AMRS	(129,021)	1,486,503	526,598	830,884
DEBT SERVICE	-	97,976	97,976	-
	(129,021)	2,361,370	657,011	1,575,338

FUND BALANCE ESTIMATED ACTUAL AT 6-30-17				
DIVISION/DEPT	6/30/16 FUND REVENUES & EST. BALANCE	LOAN & TRANSFERS	EST. ACTUAL EXPENSES	6/30/17 FUND BALANCE
GENERAL GOVT - CNG	354,100	209,444	563,242	302
INTEREST	-	24,667	-	24,667
SANITATION - TRANS STATION	390,354	420,258	-	810,612
UTILITY SERVICES - AMRS	830,884	-	563,288	267,596
DEBT SERVICE	-	167,960	167,960	-
	1,575,338	822,329	1,294,490	1,103,177

FUND BALANCE ESTIMATED ACTUAL AT 6-30-18				
DIVISION/DEPT	6/30/17 FUND REVENUES & EST. BALANCE	LOAN & TRANSFERS	EST. ACTUAL EXPENSES	6/30/18 FUND BALANCE
GENERAL GOVT - CNG	302	-	-	302
INTEREST	24,667	20,754	-	45,421
SANITATION - TRANS STATION	810,612	457,000	250,000	1,017,612
UTILITY SERVICES - AMRS	267,596	-	-	267,596
DEBT SERVICE	-	167,960	167,960	-
	1,103,177	645,714	417,960	1,330,931

FUND: CUSTOMER DEPOSITS (230)  
 DEPARTMENT: NON-DEPARTMENTAL  
 DEPARTMENT HEAD: SARA HANCOCK

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
TRANSFERS OUT	31,249	30,073	24,395	22,221
TOTAL	31,249	30,073	24,395	22,221

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTEREST	31,249	30,073	24,395	22,221
TOTAL	31,249	30,073	24,395	22,221

FINAL BUDGET 2017-2018

TOTAL TRANSFERS	
80-91 WATER (FUND 191)	22,221
TOTAL TRANSFERS	22,221
TOTAL DEPARTMENT REQUEST	22,221

FUND: CAPITAL IMPROVEMENTS REVENUE BOND (250)  
DEPARTMENT: DEBT SERVICE (REVENUE BONDS) (42)  
DEPARTMENT HEAD: CHRISTY BARRON

EXPENDITURES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
DEBT SERVICE (2011 Series) Hotel/Conf	1,797,625	1,794,800	1,794,800	1,803,425
DEBT SERVICE (2011A Series) Sewer	4,711,663	4,708,964	4,708,964	4,707,363
DEBT SERVICE (Fiscal Agent Fees)	6,000	6,000	6,000	6,000
TRANSFER OUT (010)	8,291,332	8,290,348	8,041,638	8,124,541
<b>TOTAL</b>	<b>14,806,619</b>	<b>14,800,112</b>	<b>14,551,402</b>	<b>14,641,329</b>

REVENUES	ACTUAL 2015-2016	AMENDED BUDGET 2016-2017	ESTIMATED ACTUAL 2016-2017	BUDGET 2017-2018
INTEREST	5,322	2,516	4,575	3,485
TRANSFERS IN:				
Sales Tax (010) General	8,291,332	8,290,348	8,041,638	8,124,541
Sales Tax (340) Hotel/Conf Center	1,809,308	1,812,904	1,812,904	1,813,574
Sales Tax (340) Sewer	3,502,037	3,499,105	3,399,428	3,429,091
User Fee (186) - Sewer	1,208,726	1,312,508	1,312,508	1,282,329
<b>TOTAL</b>	<b>14,816,724</b>	<b>14,917,381</b>	<b>14,571,053</b>	<b>14,653,020</b>

BUDGETARY FUND BALANCE:	BUDGET FUND BAL.	REVENUES	EXPENSES	FUND BALANCE
6/30/2014	(60,158,052)	14,760,497	16,238,281	(61,635,836) 6/30/2015
6/30/2015	(61,635,836)	14,816,724	14,806,619	(61,625,731) 6/30/2016
6/30/2016	(61,625,731)	14,571,053	14,551,402	(61,606,080) 6/30/2017 - EST
6/30/2017	(61,606,080)	14,653,020	14,641,329	(61,594,389) 6/30/2018 - EST
				<b>(61,594,389)</b>

NOTE: The negative fund balance is due to the debt being paid from Fund 250 with the asset showing in Fund 195, Hotel and Conference Center and the Sewer Plant being recorded in Fund 186, Sewer Construction.

FINAL BUDGET 2017-2018

DEBT SERVICE	
70-01 PRINCIPAL (2011 BOND SERIES)	970,000
71-01 INTEREST (2011 BOND SERIES)	833,425
70-01 PRINCIPAL (2011A BOND SERIES)	3,355,000
71-01 INTEREST (2011A BOND SERIES)	1,352,363
72-02 FISCAL AGENT FEES	6,000
<b>TOTAL DEBT SERVICE</b>	<b>6,516,788</b>

TRANSFERS	
80-33 TRANSFERS OUT (010)	8,124,541
<b>TOTAL TRANSFERS OUT</b>	<b>8,124,541</b>

**TOTAL DEPARTMENT REQUEST** **14,641,329**

DEBT REQUIREMENT

Hotel / Conference Center (2011 Bond Series)	
9/1/2017 Principal	970,000
9/1/2017 Interest	420,350
3/1/2018 Interest	413,075
Trustee Fee	2,500
	<b>1,805,925</b>
<i>Revenue Bonds O/S \$22,175,000 as of 6/30/17</i>	
<i>Debt Service Matures Sept. 1, 2033</i>	
Sewer Plant (2011A Bond Series)	
9/1/2017 Interest	676,181
3/1/2018 Principal	3,355,000
3/1/2018 Interest	676,181
Trustee Fee	3,500
	<b>4,710,863</b>
<i>Revenue Bonds O/S \$31,500,000 as of 6/30/17</i>	
<i>Debt Service Matures March 1, 2025</i>	
<b>TOTAL</b>	<b>6,516,788</b>

# **Capital Outlay - All Funds with Project Codes**



**CAPITAL OUTLAY - ALL FUNDS  
Request for Fiscal Year 2017-2018**

Department	Project Description	FY 17-18 Request	PROJECT	ACCOUNT
(009) Human Resources	Laserfiche Software	10,000	031801	40-50
(009) Human Resources	Laptop	1,500	031802	40-49
		<b>11,500</b>		
(009) City Attorney	Computer Monitor	250	041801	40-49
		<b>250</b>		
(009) Community Development	(8) Portable Radios	12,628	051801	40-02
(009) Community Development	Distance Measurer	600	051802	40-02
(009) Community Development	(3) I-Pads	1,800	051803	40-49
(009) Community Development	Desktop Computers	4,000	051804	40-49
(009) Community Development	(3) I-Pads for Inspectors	1,500	051805	40-49
(009) Community Development	Autoflush Valves	3,600	051806	40-14
		<b>24,128</b>		
(009) Finance	Replacement Computer Monitors	400	081801	40-49
(009) Finance	(2) Computer Upgrades	500	081802	40-49
(009) Finance	(5) Office Chairs	800	081803	40-02
		<b>1,700</b>		
(009) Street Department	Top Dresser/Compost Spreader	15,000	091703	40-02
(009) Street Department	Asphalt Truck/Hot Box	45,000	091704	40-01
(009) Street Department	Weedeaters/Edgers, etc	2,200	091801	40-02
(009) Street Department	3/4 Ton Pickup	34,000	091802	40-01
(009) Street Department	Zero Turn Mower	7,000	091803	40-02
(009) Street Department	Computer	1,200	091804	40-49
		<b>104,400</b>		
(009) Animal Welfare	Transport Truck	33,000	101801	40-01
		<b>33,000</b>		
(008) Municipal Court	Teller Window Chairs	1,500	121801	40-02
		<b>1,500</b>		
(009) Neighborhood Services	(2) I-Pads	2,000	151801	40-49
(009) Neighborhood Services	(2) Radios	4,000	151802	40-02
		<b>6,000</b>		
(009) Information Technology	IBM Power8 Server	34,700	161801	40-02
(009) Information Technology	Dell Poweredge R7xx Server	15,000	161802	40-02
(009) Information Technology	Fiber optic Network Line - PWA to Fleet	15,000	161803	40-02
(009) Information Technology	Dell Poweredge R7xx Server (Disaster Recovery Site)	15,000	161804	40-02
		<b>79,700</b>		
<b>SUBTOTAL (009) CAPITAL OUTLAY</b>		<b>262,178</b>		

**CAPITAL OUTLAY - ALL FUNDS  
Request for Fiscal Year 2017-2018**

Department	Project Description	FY 17-18 Request	PROJECT	ACCOUNT
(011) Capital Outlay Reserve	2.5 Million BTU Boiler	55,000	141810	40-14
(011) Capital Outlay Reserve	100 Ton Air Cooled Chiller	52,500	141811	40-14
		<b>107,500</b>		
(013) Street & Alley	Water Line Break Repairs	50,000	091805	40-06
(013) Street & Alley	Residential Street Repair	250,000	091806	40-06
(013) Street & Alley	Roto Mill and Overlay Douglas from SE 4th to SE 10th	100,000	091807	40-06
		<b>400,000</b>		
(015) Street Lighting Fee	Street Lights	200,000	141812	40-06
		<b>200,000</b>		
(016) Reimbursed Projects	Tile for Rig Room	12,382	151704	40-14
		<b>12,382</b>		
(021) Police	(5) Patrol Vehicles	160,000	621801	40-01
(021) Police	Equipment for Vehicles: 5 Patrol	140,000	621802	40-01
(021) Police	(10) Desktop Computers	12,000	621803	40-49
(021) Police	Industrial Shredder	4,000	621804	40-02
(021) Police	Bluetooth Thermal Printers	4,000	621805	40-02
(021) Police	(10) Body Cameras	18,000	621806	40-02
(021) Police	(10) Handheld Radios	50,000	621807	40-02
(021) Police	(5) MCT's and Docking Stations	25,000	621808	40-02
(021) Police	DAE (Drive Array Enclosure)	30,000	621809	40-02
		<b>443,000</b>		
(030) Police State Seizures	Equipment	5,000	621810	40-02
		<b>5,000</b>		
(031) Special Police Projects	Equipment	5,000	621811	40-02
		<b>5,000</b>		
(033) Police Federal	Equipment	5,000	621812	40-02
		<b>5,000</b>		
(036) Police Jail	Industrial Washer & Dryer	11,000	621813	40-02
		<b>11,000</b>		
(041) Fire Department	Computer Replacement	4,000	641801	40-49
(041) Fire Department	Bunker Gear	54,250	641802	40-02
(041) Fire Department	Bunker Boots	2,000	641803	40-02
(041) Fire Department	Kitchen Appliances	2,000	641804	40-02
(041) Fire Department	Radios	12,000	641805	40-02
(041) Fire Department	I-Pads	2,100	641806	40-49
(041) Fire Department	Multi-Year Apparatus Replacement	50,218	641807	40-01
		<b>126,568</b>		
(045) Welcome Center	LED Light Conversion	6,800	741801	40-14
(045) Welcome Center	Automatic Door Opener	9,995	741802	40-14
		<b>16,795</b>		

**CAPITAL OUTLAY - ALL FUNDS**  
Request for Fiscal Year 2017-2018

Department	Project Description	FY 17-18 Request	PROJECT	ACCOUNT
(046) CVB/Economic Development	Desktop Color Printer	2,000	071801	40-02
		2,000		
(050) Drainage Tax	Robln Rd	63,666	651801	40-05
		63,666		
(060) Capital Drainage Improvements	Trackhoe (5 yr funding)	20,000	721701	40-02
(060) Capital Drainage Improvements	Crew Cab Pickup (1st year funding)	20,000	721801	40-01
		40,000		
(061) Storm Water Quality	Street Sweeper	125,000	611701	40-01
(061) Storm Water Quality	Trailer Warning Lights	3,000	611801	40-02
(061) Storm Water Quality	Laptop Computer	1,000	611802	40-49
(061) Storm Water Quality	Tablet Computers	3,050	611803	40-49
		132,050		
(065) Dedicated Tax 2012	(10) 6' Tables	8,500	231801	40-02
(065) Dedicated Tax 2012	(5) Tables at Pool	5,700	231802	40-02
(065) Dedicated Tax 2012	(2) ADA Tables w/Bench Seats	1,800	231803	40-02
(065) Dedicated Tax 2012	Spill Bucket Water Pump	1,500	231804	40-02
(065) Dedicated Tax 2012	Pool Pump	1,500	231805	40-02
(065) Dedicated Tax 2012	Toddler Slide	5,000	231806	40-02
(065) Dedicated Tax 2012	(5) Lifeguard Chairs	6,500	231807	40-02
(065) Dedicated Tax 2012	Aquatek Wheelchair	2,900	231808	40-02
(065) Dedicated Tax 2012	Picnic Tables & Trash Cans	20,000	231809	40-02
(065) Dedicated Tax 2012	30' x 50' Festival Tent	10,000	231810	40-02
(065) Dedicated Tax 2012	Charles Johnson Park Festival Lighting	5,000	231811	40-06
(065) Dedicated Tax 2012	Projects to be Approved by Council (66)	100,000	661801	40-08
(065) Dedicated Tax 2012	Roto Mill and Overlay Douglas from SE 4th to SE 10th	97,000	091807	40-06
(065) Dedicated Tax 2012	HVAC at Pump House	5,000	231812	40-14
		270,400		
(070) Emergency Operations	Furniture Console Upgrade	6,000	181801	40-02
(070) Emergency Operations	Portable Radios	20,000	181802	40-02
(070) Emergency Operations	Emergency Lighting for EOC/Dispatch Center	900	181803	40-14
		26,900		
(075) Public Works Authority	Remodel PWA Offices Conference Room	5,000	301801	40-14
(075) Public Works Authority	Office Furniture	1,000	301802	40-02
(075) Public Works Authority	Replace Flooring in PWA Bathroom	1,920	301803	40-14
(075) Public Works Authority	Replace Carpet in PWA Offices	9,065	301804	40-14
		16,985		
(080) Fleet Services	Shop Equipment/Diganostic Software	8,000	251801	40-02
(080) Fleet Services	Bird Netting	2,000	251802	40-02
(080) Fleet Services	Truck Bed Lifting Fixture	1,000	251803	40-02
(080) Fleet Services	CNG Approved Shop Equipment	21,000	251804	40-02
(080) Fleet Services	Fleet Services Facility Lighting	4,000	251805	40-14
(080) Fleet Services	I-Pad	2,000	251806	40-49
(080) Fleet Services	Computer	2,000	251807	40-49
		40,000		

**CAPITAL OUTLAY - ALL FUNDS**  
Request for Fiscal Year 2017-2018

Department	Project Description	FY 17-18 Request	PROJECT	ACCOUNT
(081) Surplus	North Parking Lot Fencing	3,500	261801	40-15
(081) Surplus	Security System Alarm	3,500	261802	40-14
		<b>7,000</b>		
(115) Activity Fund - 7814	J Barnes Trail Work - Ph 2	18,815	781801	40-06
(115) Activity Fund - 7813	Security Cameras J. Barnes Park	25,000	781802	40-02
		<b>43,815</b>		
(123) Parks & Recreation	Signage for Spirit Trail System	10,000	061801	40-15
(123) Parks & Recreation	Park Bridge Replacement - Ph 1	25,000	061802	40-06
(123) Parks & Recreation	Optimist Park Restroom - Ph 1	40,000	061803	40-07
(123) Parks & Recreation	Bomber Room Patio Renovation	5,000	061804	40-14
(123) Parks & Recreation	(10) 6' Tables - Community Center	4,000	061805	40-02
(123) Parks & Recreation	Computer - Cmty Center	1,500	061806	40-49
(123) Parks & Recreation	Computer for Sr. Center Coordinator	1,500	061807	40-49
(123) Parks & Recreation	Computer for Sr. Center Custodian	1,500	061808	40-49
(123) Parks & Recreation	(15) Golf Carts	60,000	061809	40-02
(123) Parks & Recreation	J Barnes Trail Work - Ph 2	26,185	061613	40-06
		<b>174,685</b>		
(141) CDBG	Computer	1,000	391801	40-49
		<b>1,000</b>		
(157) Capital Improvements	Mid America Park Trail	330,000	571801	40-06
(157) Capital Improvements	Post Rd from SE 15th to SE 29th Trail 1/2 Funding	75,000	571802	40-06
(157) Capital Improvements	Roto Mill and Overlay Douglas from SE 4th to SE 10th	200,000	091807	40-06
		<b>605,000</b>		
(172) Capital Water Improvements	Engineering for Eastside Water	200,000	491701	40-05
(172) Capital Water Improvements	Exterior Paint for Water Plant Tower	80,000	491801	40-05
		<b>280,000</b>		
(178) Construction Loan Payment	NE 23rd Water Line Extension	425,000	421801	40-05
(178) Construction Loan Payment	North Oaks Water Line	75,000	421802	40-05
(178) Construction Loan Payment	Eastside Booster Station PH 1	450,000	421803	40-05
		<b>950,000</b>		
(187) Utility Services	(3) High Back Chairs	1,650	501801	40-02
(187) Utility Services	Wireless Headset	320	501802	40-02
(187) Utility Services	(4) Handheld Radios	6,400	501803	40-02
(187) Utility Services	(8) Lobby Chairs	720	501804	40-02
		<b>9,090</b>		
(188) Capital Sewer	(16) Security Cameras w/Inst. Equipment	10,000	441801	40-02
(188) Capital Sewer	(2) Submersible Pumps	200,000	441802	40-02
		<b>210,000</b>		
(190) Sanitation	Automated Side Loader w/CNG	340,000	411801	40-01
(190) Sanitation	95 Gallon Polycarts	12,900	411802	40-02
(190) Sanitation	Rebuild Dumpsters	133,100	411803	40-02
(190) Sanitation	HD Security Camera	2,000	411804	40-02
(190) Sanitation	ESRI GeoEvent	3,000	411805	40-50
		<b>491,000</b>		

**CAPITAL OUTLAY - ALL FUNDS  
Request for Fiscal Year 2017-2018**

Department	Project Description	FY 17-18 Request	PROJECT	ACCOUNT
(191) Water	Refurbish Turbine Pump #5	30,000	421804	40-02
(191) Water	Refurbish Turbine Pump #4	30,000	421805	40-02
(191) Water	Submersible Pump	14,000	421806	40-02
(191) Water	Air Wash Blower	8,500	421807	40-02
(191) Water	Turbidity Meter	6,000	421808	40-02
(191) Water	Submersible Sludge Pump	17,500	421809	40-02
(191) Water	Ring Saw	4,200	421810	40-02
(191) Water	Fire Hydrants	30,000	421811	40-05
(191) Water	Water Meters & Hardware	65,000	421812	40-05
(191) Water	(2) I-Pads	2,000	421813	40-49
(191) Water	(2) Desktop Computers	2,000	421814	40-49
		<b>209,200</b>		
(192) Sewer	Trailer Flusher	70,000	431801	40-02
(192) Sewer	Maintenance Truck Crane	17,500	431802	40-02
(192) Sewer	Boiler Rebuild	17,000	431803	40-02
(192) Sewer	Golf Cart	3,500	431804	40-02
(192) Sewer	Portable DO Meter	2,200	431805	40-02
(192) Sewer	Power Washer	700	431806	40-02
(192) Sewer	Printer/Copier/Fax Machine	600	431807	40-02
(192) Sewer	Backpack Blower	400	431808	40-02
(192) Sewer	Tap Cutter	2,000	431809	40-02
(192) Sewer	(2) I-Pads	3,000	431810	40-49
		<b>116,900</b>		
(194) Downtown Redevelopment	ADA Transition Plan Implementation (4th Year Funding)	25,000	921503	40-15
(194) Downtown Redevelopment	City Hall Digital Sign Replacement	20,675	921806	40-15
(194) Downtown Redevelopment	29th Street Widening Project	250,000	921807	40-06
(194) Downtown Redevelopment	C-47 Drainage Improvement	100,000	921808	40-06
		<b>395,675</b>		
(196) FF & E Reserve	Banquet Display Equipment	15,000	401801	40-02
(196) FF & E Reserve	Phone System Upgrade	20,000	401802	40-02
(196) FF & E Reserve	Security Camera Upgrade	20,000	401803	40-02
(196) FF & E Reserve	Landscaping/Water Feature Upgrade	25,000	401804	40-05
(196) FF & E Reserve	LED Light Conversion/Parking Lot	12,000	401805	40-06
(196) FF & E Reserve	TBD	75,000	401806	40-08
(196) FF & E Reserve	Reed Center Exhibit Hall/Meeting Rooms Carpet	75,000	401807	40-14
(196) FF & E Reserve	Reed Center Ballroom Doors	12,000	401808	40-14
(196) FF & E Reserve	Hotel Blinds Phase I	70,000	401809	40-14
(196) FF & E Reserve	Emerald Room Buffet Renovation	25,000	401810	40-14
(196) FF & E Reserve	Sheraton Pool Plaster Renovation	10,000	401811	40-14
(196) FF & E Reserve	Computer and Printers	2,000	401812	40-49
		<b>361,000</b>		
(197) Golf Courses	(2) Weedeaters	1,000	471801	40-02
(197) Golf Courses	Drag Mat	500	471802	40-02
		<b>1,500</b>		
(202) Risk	Keyboard & Monitor	400	291801	40-49
(202) Risk	Computer	800	291802	40-49
(202) Risk	Computer	800	291803	40-49
		<b>2,000</b>		

**CAPITAL OUTLAY - ALL FUNDS**  
**Request for Fiscal Year 2017-2018**

Department	Project Description	FY 17-18 Request	PROJECT	ACCOUNT
(220) Animal Welfare	Transport Truck	5,000	101801	40-01
(220) Animal Welfare	Equipment for Truck	15,000	101802	40-01
		<b>20,000</b>		
(269) GO Bond	Retomill & Overlay Anderson - SE 29th to SE 15th	350,000	691801	40-06
(269) GO Bond	Contingencies/Cost Overruns- SE 15th/MW Blvd Inter. or SE 15th Lynn Fry to Anderson	219,816	691802	40-06
		<b>569,816</b>		
(425) Hospital Authority - 9060	In Lieu of Taxes/ROR/Misc - INFRASTRUCTURE	500,000	901801	40-06
		<b>500,000</b>		
	<b>GRAND TOTAL CAPITAL OUTLAY</b>	<b>7,134,105</b>		