



2018

2019

ANNUAL BUDGET REPORT and Additional Documentation

RECEIVED

JUL 27 2018

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

ESPAÑIOLA BOWEN
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 2018-2019

FUND BUDGET SUMMARY FY 2018-2019	General	Police	Fire	Proprietary	Internal Service	Capital Projects	Special Revenue	G. O. Debt Svc	Total
REVENUE SOURCES:									
Taxes	23,058,735	5,512,915	4,107,509	-	-	6,473,370	5,211,950	303,043	44,667,522
License & Permits	378,170	-	9,717	26,425	-	92,826	20,434	-	527,572
Miscellaneous Revenue	225,320	1,950	11,448	33,070	188,764	-	380,538	-	841,090
Investment Income	99,811	26,656	21,765	599,279	122,593	125,429	2,971,415	7,722	3,974,670
Charges for Services	460,484	50,000	22,864	30,922,232	12,954,997	-	1,278,579	-	45,689,156
Fines and Forfeitures	1,302,032	13,913	-	-	-	39,927	155,216	-	1,511,088
Intergovernmental	471,516	-	-	-	-	-	416,492	-	888,008
Proceeds from Loan	-	-	-	-	-	-	49,530	-	49,530
Total Revenue	25,996,068	5,605,434	4,173,303	31,581,008	13,266,354	6,731,552	10,484,154	310,765	98,148,636
Transfer In - Inter	10,533,263	9,402,609	7,522,644	15,600,621	125,312	1,139,391	979,837	-	45,303,677
Transfer In - Intra	-	-	-	-	-	-	1,840,538	-	1,840,538
Gain / (Use) of Fund Balance	208,366	1,031,336	755,644	335,992	24,496	(164,739)	(886,958)	(60,510)	1,243,627
AVAILABLE FUNDING	36,320,965	13,976,707	10,940,303	46,845,635	13,367,170	8,035,682	14,191,487	371,275	144,049,224
EXPENDITURES:									
Managerial	-	-	-	-	-	-	-	-	96,387
City Clerk	96,387	-	-	-	-	-	-	-	388,255
Human Resources	388,255	-	-	-	-	-	-	-	56,225
City Attorney	56,225	-	-	-	-	-	-	-	1,948,184
Community Development	1,948,184	-	-	-	-	-	851,503	-	1,452,036
Parks, Recreation & Tourism	600,533	-	-	-	-	-	-	-	670,400
Finance	670,400	-	-	-	-	-	-	-	3,760,161
Street/Parks	3,044,161	-	-	-	-	256,000	460,000	-	433,940
Animal Welfare	413,940	-	-	-	-	-	20,000	-	504,845
Municipal Court	504,845	-	-	-	-	-	-	-	3,879,815
General Government	-	-	-	417,958	-	810,577	2,651,280	-	88,362
Juvenile	-	-	-	-	-	-	88,362	-	1,204,415
Neighborhood Services	1,204,415	-	-	-	-	-	-	-	1,084,380
Information Technology	570,900	-	-	-	-	-	513,480	-	1,414,109
Emergency Management	1,009,301	-	-	-	-	-	404,808	-	301,518
Swimming Pools	301,518	-	-	-	-	-	-	-	186,157
Communications	186,157	-	-	-	-	-	-	-	14,692,860
Police	-	13,326,707	-	-	-	1,082,046	284,107	-	11,064,521
Fire	-	-	10,690,303	-	-	374,218	-	-	5,282,377
Sanitation	-	-	-	5,282,377	-	-	-	-	7,730,956
Water	-	-	-	7,730,956	-	-	-	-	6,212,128
Wastewater	-	-	-	6,212,128	-	-	-	-	1,082,842
Golf	-	-	-	1,082,842	-	-	-	-	4,992,212
Hotel/Conference Center	-	-	-	4,992,212	-	-	-	-	319,840
FF&E Reserve	-	-	-	319,840	-	-	-	-	672,896
Grants	-	-	-	-	-	-	672,896	-	2,715,611
Fleet Maintenance	-	-	-	-	2,715,611	-	-	-	45,243
Surplus Property	-	-	-	-	45,243	-	-	-	1,054,847
Public Works Administration	-	-	-	-	1,054,847	-	-	-	6,865,090
Debt Service	-	-	-	6,501,537	-	-	-	363,553	1,132,768
Self Insurance - Vehicle, Prop & GL	-	-	-	-	1,132,768	-	-	-	1,011,000
Self Insurance - WC	-	-	-	-	1,011,000	-	-	-	7,407,701
Life and Health Insurance	-	-	-	-	7,407,701	-	-	-	486,731
Drainage	-	-	-	486,731	-	-	-	-	10,000
Mobile Home Park	-	-	-	10,000	-	-	-	-	584,356
Welcome Cntr & CVB-Economic Development	-	-	-	-	-	-	584,356	-	5,031,171
Hospital	-	-	-	-	-	-	5,031,171	-	50,500
Urban Renewal	-	-	-	-	-	-	50,500	-	990,170
Economic Development	-	-	-	990,170	-	-	-	-	96,905,009
Total Expenditures	10,995,221	13,326,707	10,690,303	34,026,751	13,367,170	2,522,841	11,612,463	363,553	45,303,677
Transfers Out - Inter	25,325,744	650,000	250,000	12,818,884	-	5,512,841	738,486	7,722	1,840,538
Transfers Out - Intra	-	-	-	-	-	-	1,840,538	-	-
TOTAL	36,320,965	13,976,707	10,940,303	46,845,635	13,367,170	8,035,682	14,191,487	371,275	144,049,224

To be adopted by Resolution at the department level.

MIDWEST CITY, OKLAHOMA
RESOLUTION NO. 2018- 14

**A RESOLUTION APPROVING THE CITY OF MIDWEST CITY, OKLAHOMA
BUDGET FOR THE FISCAL YEAR 2018-2019 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, 2019 (FY 2018-2019) 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 2018-2019 Budget on the 12th day of June 2018 with total resources available in the amount of \$90,341,880 and total fund/departmental appropriations in the amount of \$90,341,880. Legal appropriations (pending/encumbering) limits are hereby established as follows:

General Fund:

Departments-Divisions:

City Clerk (010-0211)	\$ 96,387
Human Resources (010-0310)	\$ 388,255
City Attorney (010-0410)	\$ 56,225
Community Development (010-0510)	\$ 1,948,184
Park & Recreation (010-0610)	\$ 600,533
Finance (010-0810)	\$ 670,400
Street/Parks (010-0910)	\$ 3,044,161
Animal Welfare (010-1010)	\$ 413,940
Municipal Court (010-1210)	\$ 504,845
Neighborhood Services (010-1510/1530)	\$ 1,204,415
Information Technology (010-1610)	\$ 570,900
Emergency Management (010-1810)	\$ 1,009,301
Swimming Pools (010-1910)	\$ 301,518
Communications (010-2010)	\$ 186,157
Transfers Out (010-0000)	\$25,325,744
Police Fund (020-62/10-20):	\$13,976,707
Fire Fund (040-64/10-20):	\$10,940,303

Special Revenue:

General Government Sales Tax (009)	\$ 1,960,108
Street and Alley (013-0910)	\$ 460,000

Technology (014-1415)	\$ 513,480
Street Lighting Fee (015-1410)	\$ 300,530
Reimbursed Projects (016-1410/1510/4820/6110)	\$ 111,902
Juvenile (025-1211)	\$ 88,362
Police Special Projects – Seizures (030-6200)	\$ 16,375
Police Special Projects - Misc. (031-6200)	\$ 15,000
Police Federal Projects (033-6200)	\$ 18,250
Police Lab Fees (034-6210)	\$ 12,000
Employee Activity (035-3800)	\$ 9,650
Police Jail (036-6230)	\$ 110,690
Police Impound Fees (037-6240)	\$ 171,792
Welcome Center (045-7410)	\$ 247,363
Convention & Visitors Bureau (046-0710/8710)	\$ 336,993
Emergency Operations (070-2100)	\$ 484,808
Activity (115):	
Parks (115-23/15-20)	\$ 58,907
Recreation (115-78/10-22)	\$ 141,697
Parks and Recreation (123):	
Park & Recreation (123-0610)	\$ 644,399
Parks (123-2310)	\$ 6,500
CDBG (141-39/01-99)	\$ 578,696
Grants/Housing Activities (142-37/10-31)	\$ 94,200
Federal & State Grants (143):	
Emergency Operations (143-2100)	\$ 15,000
Urban Renewal (201-9310)	\$ 50,500
Animals Best Friends (220-1000)	\$ 20,000
Hotel/Motel Tax (225-8700)	\$ 582,411
Court Bonds (235-0000)	\$ 1,075
Disaster Relief (310-1510/8810/8890)	\$ 269,090

Debt Service:

General Obligation Street Bond (350-0000)	\$ 371,275
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Capital Projects:

General Fund Capital Outlay Reserve (011-1410)	\$ 115,500
Police Capitalization (021-62/10-99)	\$ 1,082,046
Fire Capitalization (041-64/10-99)	\$ 374,218
Dedicated Tax (065-2310/8710)	\$ 256,000
Capital Improvements (157-5700)	\$ 690,000
Sales Tax Capital Improvements (340-8050)	\$ 5,517,918

Internal Service:

Public Works Administration (075-3010)	\$ 1,054,847
Fleet Maintenance (080-2510)	\$ 2,715,611
Surplus Property (081-2610)	\$ 45,243
Risk Management (202-29/10-60)	\$ 1,132,768
Workers Comp (204-29/10-60)	\$ 1,011,000
L & H Benefits (240-0310)	\$ 7,407,701

Proprietary:

Mobile Home Park (017-1710)	\$ 10,000
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SECTION 2. The City Council does hereby authorize the City Manager to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2018-2019, 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.

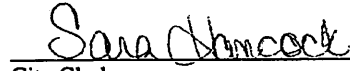
PASSED AND APPROVED by the Mayor and Council of the City of Midwest City, Oklahoma, this 12th day of June, 2018.



CITY OF MIDWEST CITY, OKLAHOMA


Mayor

ATTEST:


City Clerk

APPROVED as to form and legality this 13th day of June, 2018.


City Attorney

RESOLUTION NO. MA2018- 02

A RESOLUTION OF THE MIDWEST CITY MUNICIPAL AUTHORITY ADOPTING ITS BUDGET FOR FISCAL YEAR 2018-2019 IN THE AMOUNT OF \$45,720,153.

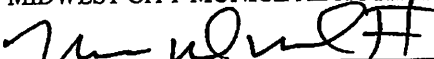
WHEREAS, a public hearing was held on June 12th, 2018, for the purpose of receiving citizens' input into the budgeting process;

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 2018-2019:

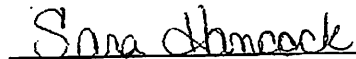
Sanitation (190-4110)	\$ 6,503,313
Utilities – Water (191-42/10-30)	\$ 6,479,265
Utilities – Wastewater (192-43/10-30)	\$ 5,660,399
Hotel/Conference Center (195-40/10-24)	\$ 5,203,039
FF&E (Hotel/Conf Cntr) (196-4010)	\$ 319,840
Golf (197-4710/4810)	\$ 1,082,842
Drainage Tax (050-6500)	\$ 17,042
Capital Drainage (060-7210)	\$ 469,689
Storm Water Quality (061-6110)	\$ 824,935
Capital Water Improvements (172-49/00-10)	\$ 403,000
Construction Payment (178-4200)	\$ 754,500
Sewer Backup (184-4310)	\$ 15,000
Sewer Construction (186-4600)	\$ 1,279,006
Utility Services (187-5011)	\$ 1,060,609
Capital Sewer Improvement (188-44/00-10)	\$ 495,800
Utilities Capitalization (189-4110/5012)	\$ 417,958
Customer Deposits (230-0000)	\$ 26,592
Debt Service-Revenue Bond (250-0000)	\$14,707,324

PASSED AND APPROVED by the Chairman and Trustees of the Midwest City Municipal Authority this 12th day of June, 2018.

MIDWEST CITY MUNICIPAL AUTHORITY


Chairman

ATTEST:


Secretary

APPROVED as to form and legality this ^{13th} ~~12th~~ day of June, 2018.


City Attorney

RESOLUTION NO. HA2018-02

**A RESOLUTION OF THE MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY
ADOPTING ITS BUDGET FOR FISCAL YEAR 2018-2019 IN THE AMOUNT OF
\$6,871,709.**

WHEREAS, a public hearing was held on June 12th, 2018 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 2018-2019:


Hospital Authority Discretionary (425-9050)	\$ 1,940,142
Hospital Authority Compounded Principal (425-9010)	\$ 1,779,950
Hospital Authority Hospital Expansion-Loan Reserve (425-9020)	\$ 60,588
Hospital Authority In Lieu of-ROR-Miscellaneous (425-9060)	\$ 3,091,029

PASSED AND APPROVED by the Chairman and Trustees of the Midwest City Memorial Hospital Authority this 12th day of June, 2018.


MIDWEST CITY MEMORIAL HOSPITAL AUTHORITY


Chairman

ATTEST:


Secretary

APPROVED as to form and legality this ^{13th} ~~12th~~ day of June, 2018.


City Attorney

RESOLUTION NO. UA2018- 01

A RESOLUTION OF THE MIDWEST CITY UTILITIES AUTHORITY ADOPTING ITS BUDGET FOR FISCAL YEAR 2018-2019 IN THE AMOUNT OF \$220,200.


WHEREAS, a public hearing was held on June 12th, 2018 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 UTILITIES AUTHORITY that the following budget be adopted for Fiscal Year 2018-2019:


Midwest City Utilities Authority (193-8710) \$220,200

PASSED AND APPROVED by the Chairman and Trustees of the Midwest City Utilities Authority this 12th day of June, 2018.

MIDWEST CITY UTILITIES
AUTHORITY


Chairman

ATTEST:


Secretary

APPROVED as to form and legality this ^{13th} ~~12th~~ day of June, 2018.


City Attorney

RESOLUTION NO. EDA2018-04

**A RESOLUTION OF THE MIDWEST CITY ECONOMIC DEVELOPMENT
AUTHORITY ADOPTING ITS BUDGET FOR FISCAL YEAR 2018-2019 IN THE
AMOUNT OF \$895,282.**

WHEREAS, a public hearing was held on June 12th, 2018 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 ECONOMIC DEVELOPMENT AUTHORITY**
that the following budget be adopted for Fiscal Year 2018-2019:

Midwest City Economic Development Authority (353-9510) \$895,282

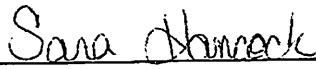
PASSED AND APPROVED by the Chairman and Trustees of the Midwest City
Economic Development Authority this 12th day of June, 2018.



MIDWEST CITY ECONOMIC
DEVELOPMENT AUTHORITY


Chairman

ATTEST:


Secretary

APPROVED as to form and legality this ~~12th~~^{13th} day of June, 2018.


City Attorney



City Manager
100 N. Midwest Boulevard
Midwest City, OK 73110
ghenson@midwestcityok.org
Office: 405.739.1204/Fax: 405.739.1208
www.midwestcityok.org

To: Honorable Mayor and Council
From: Guy Henson, City Manager
Date: June 12, 2018
Ref: Proposed Operating and Capital Budgets for Fiscal Year 2018-2019

Presented herewith are the proposed operating and capital budgets for Fiscal Year (FY) 2018-2019. In all, they represent expenditures of nearly \$144,049,224 which includes \$47,144,215 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 2018-19 General Fund reflects a 1% increase in sales and use tax over our estimates for FY 17-18. The inter fund transfer from various enterprise accounts (Water, Sewer, Sanitation, and Stormwater) has been scaled back to 2016-17 levels. In addition, there are no transfers from the Downtown Fund and Hospital ROR Fund. The eliminations of these additional revenue sources have been offset by the recently approved increase in the City's sales tax of \$0.75 with our new effective rate being 9.1%. The increase in the sales tax rate was divided between the Police Dept. (Fund 20) at .3195%, the Fire Dept. (Fund 40) at .2166%, and General Government Sales Tax (Fund 09) at .2139%. We project total General Fund Revenues to be \$36,529,331. Of this total revenue, \$9,402,609 is transferred to the Police Dept., \$7,522,644 is transferred to the Fire Dept., and \$8,205,787 is transferred to Capital Improvement Revenue Bonds. The balance is used to fund various general government Depts. such as Streets, Neighborhood Services, Finance, Parks & Recreation, Information Technology, Emergency Response Center (9-1-1), City Clerk, and Human Resources.

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

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 FY 2018-19. 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. 15th Street and Sooner Road. This development will be expanded to the east and will include a new Warren Theatre. Warren Theater is expected to open in April of 2019. To the east of the Warren will be a new indoor family entertainment center.

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 2018-19. The Director continues to manage the development of Solider Creek Industrial Park (SCIP). SCIP was certified as a site ready industrial park by the Oklahoma Dept. 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.

Police Department: The FY 2018-19 Police operating budget will be \$13,976,707. This includes a transfer of \$650,000 into the Police Depts. Capital Outlay Fund, with budgeted expenditures of \$1,082,046. The added revenue from the sales tax increase will stabilize funding and as promised will allow the addition of three sworn officers to the current roster of 92 (excluding the Chief and Assistant Chief).

Fire Department: In FY 2018-19 the Fire Dept. operating budget will be \$10,940,303. This includes a transfer of \$250,000 into the Fire Depts. Capital Outlay Fund, with budgeted expenditures of \$374,218. The added revenue from the sales tax increase will stabilize this budget. Three new firefighters will be added to the current workforce of 80 in the 2019-20 fiscal year.

Streets: A number of street projects were completed in FY 2017-18 including two segments of S. E. 15th Street. Two other arterial roads will be improved in FY 2018-19: Douglas Blvd. between N. E. 10th and S. E. 4th will be milled and overlaid; and S. E. 29th Street between Douglas and Midwest Blvd. will be reconstructed. In addition, Anderson Road between S. E. 15th and S. E. 29th Street will be milled and overlaid. The City's efforts to maintain residential streets will continue through the use of Street and Alley Funds, which come to the City through gasoline taxes collected by the State.

Trails and Sidewalks: In our efforts to improve connectivity through bike and pedestrian facilities, sidewalks and trail projects will continue in FY 2018-19. Arterial street projects will incorporate sidewalks. The Solider Creek trail north to Mid-America is scheduled for completion in FY 2018-19. The Rails to Trails project replaced the Solider Creek north trail in FY 2017-18, some design obstacles had to be overcome.

Health Benefits: The City's self-funded Health Plan is a very important component of our overall benefits package. This year, we discontinued transferring revenues into the various City budgets to help funding of retiree health insurance. This was a planned change as a result of the increase in sales tax revenue. As in the past, the City also pays 100% of 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.

Midwest City Memorial Hospital Authority: The Midwest City Memorial Hospital Authority (Hospital Authority) investment value as of April 30, 2018 was \$94,172,757. The budget proposes \$1,500,000 in grants.

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 Fraternal Order of Police Lodge 127 and International Association of Fire Fighters Local 2066.

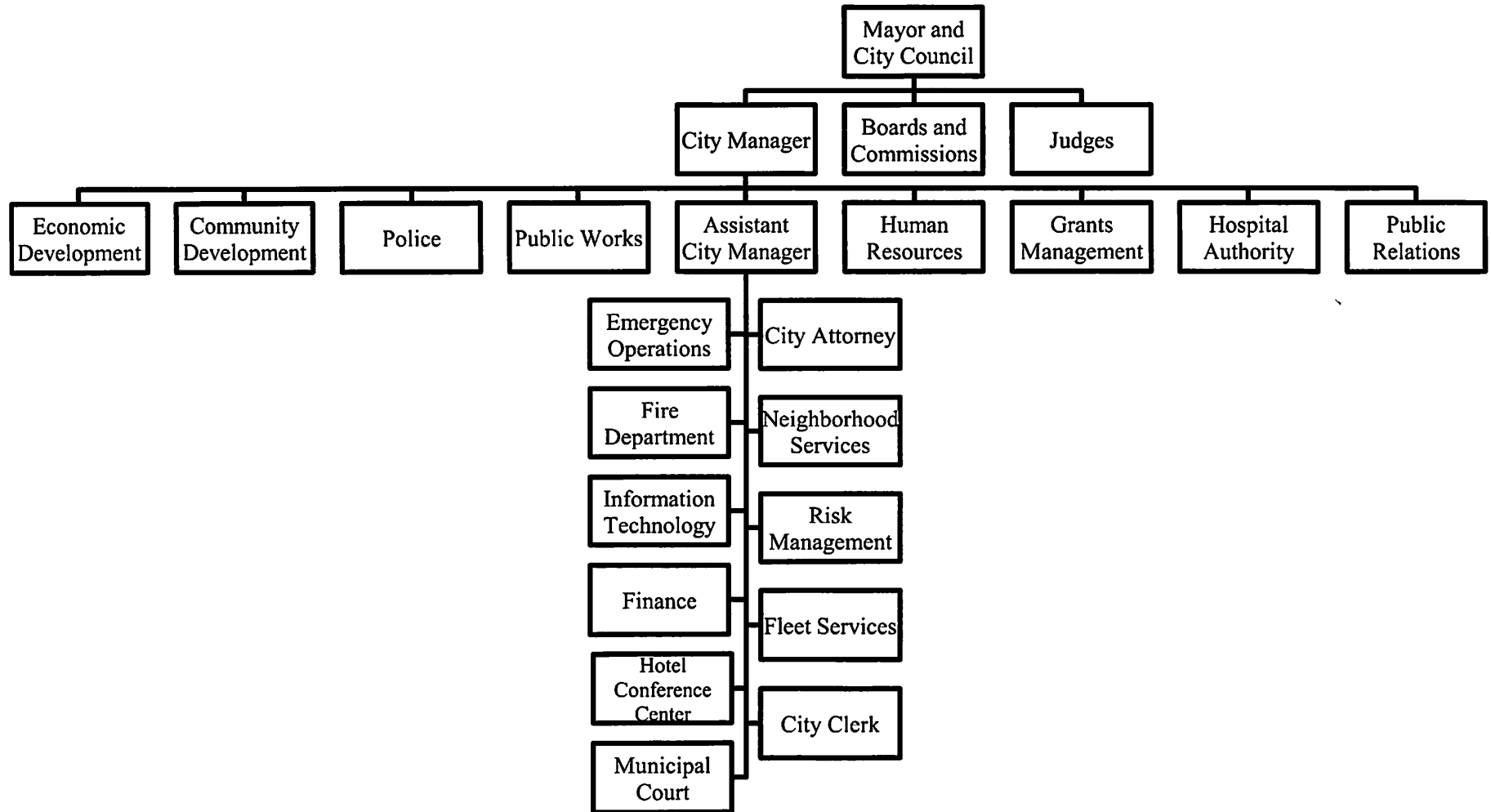
Cost Increases: We will continue to closely monitor all our sources of revenues and expenditures. The City Manager's Report, presented once a month in the City Council Agenda, provides a report by Fund on the current financial condition of the City and its Trusts. To date, the City Council has approved a rate increase at the golf course. In addition, as part of a five-year effort to stabilize funding for the Water Dept., there is a \$0.50 increase to the minimum rate of 0-2000 gallons, and a \$0.05 increase for each 1000 gallons over the minimum rate.

Summary: In FY 2017-18, the General Fund revenues exceed projections primarily as a result of the sales tax increase approved in 2017 with the effective date of January 1, 2018. The City began receiving this additional income in March of 2018. This new income will provide much needed relief to the Police, Fire, and General Funds. Not only will it help maintain the appropriate fund reserve, but it also should enable the City to deliver these vital services for at least five years into the future without needing other revenue enhancements. Of course it is hoped to extend this further perhaps to 2025, at which time the sales tax funding the renovation of the Water Resource Recovery Facility will end. It is also important that this additional revenue be wisely used so that the promises of additional staffing can be fulfilled and maintained.

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.

The Municipal Budget Act does not apply to Authorities.

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 and objectives. 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.

2018-2019 BUDGET CALENDAR

March 13, 2018

Submission of budget materials to departments

February 14, 2018

Submission of Service Funds due in order to provide the allocation of expenses to the various departments for finalization of their budgets by March 26th, 2018.

March 26, 2018

Submission of budget request by Department Heads

April 2 through April 13, 2018

Budget review by City Manager and Department Heads

April 30, 2018

Submission of proposed budget to Mayor and City Council

May 3 / 24, 2018

Budget review sessions with Council

June 12, 2018

Budget hearing and adoption by City Council

June 26, 2018

Final Budget back to Department Heads to operate FY18-19 and submitted to the Office of the State Auditor & Inspector.

ENCUMBRANCES AT JUNE 30TH

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 2018 – 2019

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 2019 projected population of 57,371 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 725.7 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.

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## TOTAL BUILDING PERMITS ISSUED 2008 - 2017

| FISCAL YEAR  | RESIDENTIAL | VALUE                 | COMMERCIAL | VALUE                 |
|--------------|-------------|-----------------------|------------|-----------------------|
| 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         |
| 2017         | 94          | \$ 14,092,784         | 53         | \$ 24,970,981         |
| <b>TOTAL</b> | <b>2259</b> | <b>\$ 179,736,393</b> | <b>866</b> | <b>\$ 294,564,113</b> |

## FY 2018-19 Midwest City Directory of Boards, Authorities, Commissions and Committees

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

---

|                      | End of Terms |
|----------------------|--------------|
| Mayor - Matt Dukes   | 04/12/22     |
| W1 – Susan Eads      | 04/12/22     |
| W3 – Española Bowen  | 04/12/22     |
| W5 - Christine Allen | 04/12/22     |
| 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)

#### Economic Development Authority

Meets as needed (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)

#### Utilities Authority

Meets as needed (Staff – City Manager)

### Elected Official's Sub-Committees

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#### Animal Shelter Council Committee

Meets as needed (Staff- City Manager)  
Pat Byrne     Sean Reed     Susan Eads  
Jana Beller     Dr. Troy Acree

#### Capital Improvement Program

Meets as needed – Terms on-going  
(Staff – City Manager)  
All Council members - Gary Bachman - Stan Greil

#### Capital Projects Council Committee

Meets as needed (Staff – City Manager)  
Mayor – Christine Allen – Jeff Moore

#### Original Mile Reinvestment Committee

Meets Monthly-third Thursday/No term limits (Staff – Comprehensive Planner)  
Matt Dukes                     Valencia Howell  
Susan Eads                     Rella Johnson  
Española Bowen                 Sarah Lingenfelter  
                                                 Teresa Mortimer

#### Residential Parking Restrictions Committee

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

#### Retiree Health Insurance Council Committee

Meets as needed (Staff – City Manager)  
Mayor – Pat Byrne – Española Bowen

#### Sidewalk Committee

Meets as needed (Staff – City Engineer)  
Mayor – Española Bowen – Sean Reed

### Trails Advisory Committee

Meets on call (Staff - Assistant City Engineer)  
Mayor - Sean Reed - John Manning - Stan Greil

### City Council Appointed/Approved Committee and Board

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

4-year terms/Meets on call  
(Staff - Grants Management Manager)  
Tammy Pote                     08/13/19  
Elaine Winterink                 08/13/19  
John Black                     08/13/19  
Mike Anderson                     08/10/21  
Greta Stewart                     08/10/21  
John Hatfield                     08/10/21  
Cy Valanejad                     08/10/21

#### Plumbing, Gas & Mechanical Board

Serves 3-year terms/Meets on call  
(Staff - Chief Building Official)  
Mech. - Travis Jernigan         04/09/19  
Gas - Keith Mikeman             04/09/19  
Plbg. - Dale Milburn             04/09/19  
Plbg. - Gary Perkins             04/09/19  
Mech. - Steve Franks             02/09/21  
Mech. - Jerry White                02/09/21

**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 – Neighborhood Initiative Coordinator)  
Dean Hinton (PC) 08/14/18  
Christine Allen (Council) 08/14/18  
Earl Foster 08/14/18  
Rick Lewis 08/13/19  
Max Wilson 08/13/19  
Clint Reininger 08/11/20  
John Reininger 08/11/20

**Board of Adjustment/Board of Appeals**  
Meets on call (Staff - Planning Manager)  
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

**Builders' Advisory Board**  
3-year terms/Meets on call  
(Staff - Chief Building Official)  
Tom Jordan 03/12/19  
Jim McWhirter 03/12/19  
Mike Castleberry 05/26/20  
Todd Isaac 05/26/20  
Allen Clark 01/19/21  
Charlie Hartley 02/09/21  
Jim Campbell 04/13/21

**Electrical Board**  
Meets 1st Wednesday or on call  
(Staff - Chief Building Official)  
Mike Gregory 09/24/19  
Steve Flowers 09/24/19  
John Hill 10/08/19  
Doyle Kelso 09/22/20  
Tye Moore 09/22/20

**Park & Recreation Board**  
Meets 3rd Wednesday at 5:00 p.m.  
(Staff – Public Works Director)  
Taiseka Adams 05/08/18  
John Manning 05/28/19  
Casey Hurt 08/13/19  
Arron Bud 03/26/20  
David Clampitt 05/12/20  
Jeremy Griffin 09/12/20  
Adrienne Ayers 01/12/21

**Planning Commission**  
Serves 3-year terms/Meets 1st Tuesday of  
month (Staff – Community Development  
Director) Also serves as the Airport Zoning  
Commission/meets as needed.  
Stan Greil 03/26/19  
Jess Huskey 03/26/19  
Dee Collins 03/26/19  
Jim Campbell 08/11/20  
Dean Hinton 08/11/20  
James Smith 08/11/20  
Russell Smith 01/13/21

**Subdivision Regulations & Zoning Ordinance**  
Meets as needed – terms on-going  
(Staff – Current Planning Manager)  
Jeff Moore Russell Smith  
Cy Valanedjad Allen Clark

**Traffic & Safety Commission**  
Serves 2-year terms/Meets on call  
(Staff - City Engineer)  
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  
Cindy Bullen 06/09/20  
Nancy Rice 06/09/20

**Tree Board**  
Meets 2nd Tuesday at 12:00 noon – 3 yr. term  
(Staff – Public Works Director)  
Lou Atkinson 03/12/19  
Theresa Mortimer 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  
Sherry Beard 02/10/21

**Urban Renewal Authority**  
Meets on call (Staff – Economic Dev. Director)  
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

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

**MWC Representatives on  
Outside Boards/Committees**

**Economic Development Advisory Board**

Council/Chamber appointed/approved  
3-Year terms/Meets Quarterly  
(Staff - Economic Development Director)

|                 |          |
|-----------------|----------|
| Wade Moore      | 04/09/19 |
| Ed Miller       | 04/09/19 |
| Rick Cobb       | 04/13/21 |
| Dr. Jeanie Webb | 04/13/21 |
| Matt Dukes      | 04/13/21 |
| Guy Henson      | 04/13/21 |
| Pam Hall        | 04/13/21 |

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)

|                |          |
|----------------|----------|
| Sherry Baird   | 04/28/20 |
| Amy Otto       | 04/28/20 |
| Sheila Rose    | 04/28/20 |
| Joyce Jackson  | 04/28/20 |
| Dara McGlamery | 05/26/20 |
| Edward Graham  | 04/26/22 |
| Wade Moore     | 04/26/22 |
| Karen Blanton  | 04/26/22 |
| Stacy Willard  | 04/26/22 |

**Parkland Review Committee**

Boards/Mayor appointed/Meets on call  
(Staff - Community Development Director)

|                |          |
|----------------|----------|
| Carolyn Burkes | 04/09/19 |
| Grace Sullivan | 03/26/19 |
| Casey Hurt     | 03/24/20 |
| Todd Isaac     | 05/26/20 |
| Jess Huskey    | 08/10/20 |

**Police Community Advisory Board**

Committee appointed/approved - Meets as needed (Staff – Police Chief) – Staggered terms

|                    |          |
|--------------------|----------|
| Thomas Galbraith   | 07/09/19 |
| Thurston Dandridge | 07/09/19 |
| Sylvia Kirk        | 07/09/19 |
| Linda Tollison     | 07/09/19 |
| Tamra Loch         | 07/23/19 |
| Sandy Hill         | 07/14/20 |
| Sara Bana          | 07/14/20 |

**Renaissance Run Committee**

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

**Central Oklahoma**

**Master Conservancy District**

Council recommended - Cleveland County District Judge appointed - 4-year terms/1st Tuesday (Staff - City Manager)

|                 |          |
|-----------------|----------|
| Kevin Anders    | 08/14/18 |
| William Janacek | 08/14/18 |
| Casey Hurt      | 08/11/20 |

**Metropolitan Library Commission**

Mayor appointed/Council approved  
(Staff – City Manager)

Rep. - Carolyn Leslie 07/10/18

**Tinker Restoration Advisory Committee**

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

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 |
|--------|---------|--------|
|--------|---------|--------|

|       |                        |                          |
|-------|------------------------|--------------------------|
| 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 |
|--------|---------|--------|
|--------|---------|--------|

|       |                |                                                             |
|-------|----------------|-------------------------------------------------------------|
| 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         |

**2018-2019 Salary Scale for All Midwest City Employees**  
**Effective July 1, 2018 (0% COLA for Fiscal Year 2018/2019)**

| 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                  |             |             |             |             | PARK & REC - Janitor                         |             |             |             |             | LINE MAINT - Laborer I |             |             |             |             |             |             |
|                  | FLEET SERVICES - Service Attendant I |             |             |             |             | PARK & REC - Sr. Center Bldg.Attn/Van Driver |             |             |             |             |                        |             |             |             |             |             |             |

| 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    |             |             | LINE MAINT - Laborer II |             |             |             | PARK & REC - Senior Center Asst Coord |             |             |             |             |
|                  |                                 |             |             |             |             | SANITATION - Laborer |             |             |                         |             |             |             |                                       |             |             |             |             |

| 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       |             |             |             | FLEET SERVICES - Records Clerk |             |             |             | SANITATION - Route Serviceperson |             |             |             | LINE MAINT - Laborer III               |             |             |             |             |
|                  | DRAINAGE - Equipment Operator I |             |             |             | POLICE - Records Clerk         |             |             |             | STREET - Equipment Operator I    |             |             |             | 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)                                |             |             | FINANCE - Accounting Technician   |             |             |             | FLEET SERVICES - Secretary II        |             |             |             | PWA - Secretary II              |             |             | WATER - Maint Tech I           |             |             |  |
|                  | CITY CLERK - Utilities Serv Clerk I                 |             |             | FINANCE - Accounts Payable Techr  |             |             |             | GOLF - Groundskeeper                 |             |             |             | WASTEWATER - Maintenance Tech I |             |             | WATER - Operator I             |             |             |  |
|                  | COMM. DEV. - Clerk                                  |             |             | FINANCE - Accounts Receivable Clk |             |             |             | PARK & REC - Community Center Coord. |             |             |             | WASTEWATER - Operator I         |             |             | LINE MT-Certified Equip Oper I |             |             |  |
|                  | STREET - Streets & Parks Sprts Fac Maint Groundskpr |             |             |                                   |             |             |             |                                      |             |             |             |                                 |             |             |                                |             |             |  |

| 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 |             |             |             | FLEET - Technician I               |             |             | GRANTS MGMT - Secretary II               |             |             |             | POLICE - Property Room Clerk         |             |             | WASTEWATER - Lab Tech I    |             |             |  |
|                  | CITY CLERK - Utilities Service Clerk II  |             |             |             | FIRE - Administrative Secretary    |             |             | HR - Administrative Secretary            |             |             |             | POLICE - Secretary II/Fiscal Officer |             |             | WASTEWATER - Operator II   |             |             |  |
|                  | CITY MANAGER - Administrative Secretary  |             |             |             | FIRE - Public Education Specialist |             |             | NEIGHB SERV - Administrative Secretary   |             |             |             | STREET - Equipment Operator II       |             |             | WATER - Lab Technician I   |             |             |  |
|                  | COMM. DEV. - Administrative Secretary    |             |             |             | GOLF - Asst Golf Superintendent    |             |             | PARK & REC - Special Events & Rec. Asst. |             |             |             | STREET - Inventory Control Tech III  |             |             | WATER - Operator II        |             |             |  |
|                  | DRAINAGE - Equipment Operator II         |             |             |             | GOLF - Mechanic                    |             |             | POLICE - Administrative Secretary        |             |             |             | STREET - Irrigation Technician       |             |             | GOLF - Clubhouse Assistant |             |             |  |

| 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 |  |  |
|                  | MUN. COURT - Deputy Court Clerk           |             |             |             | NEIGHB SERV - Code Officer I             |             |             |             | SANITATION - Equip Oper II          |             |             |             | WASTEWATER - Lab Tech II   |             |             | WATER - Lab Technician II       |             |  |  |
|                  | CITY CLERK - Utilities Services Trainer   |             |             |             | NEIGHB SERV - Comm. Outreach Specialist. |             |             |             | STORMWATER - Equip Oper II          |             |             |             | WASTEWATER - Operator III  |             |             | WATER - Maint Tech II           |             |  |  |
|                  | COMM. DEV - Maintenance Tech/Lead Janitor |             |             |             | POLICE - Jailor                          |             |             |             | STREET-Sign-Signal Tech/Eq. Oper II |             |             |             | WASTEWATER - Equip Oper II |             |             | WATER - Operator III            |             |  |  |
|                  | DRAINAGE - Equipment Operator III         |             |             |             | POLICE - Animal Control Officer          |             |             |             |                                     |             |             |             | WASTEWATER - Maint Tech II |             |             | LINE MT-Certified Equip Oper II |             |  |  |
|                  | FLEET SERVICES - Technician II            |             |             |             |                                          |             |             |             |                                     |             |             |             | WASTEWATER - Crew Leader I |             |             | 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> | \$16,8753                                                                                   | \$17,3647   | \$17,8683   | \$18,3865                                                                                       | \$18,9197   | \$19,4684   | \$20,0329                                                                                                                                                          | \$20,6139   | \$21,2117   | \$21,8268                                                                                                                           | \$22,4598   | \$23,1112   | \$23,7814   | \$24,4710   | \$25,1807   | \$25,9109   | \$26,6624   |
| 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           | \$35,100.72                                                                                 | \$36,118.64 | \$37,166.07 | \$38,243.90                                                                                     | \$39,352.96 | \$40,494.20 | \$41,668.54                                                                                                                                                        | \$42,876.93 | \$44,120.35 | \$45,399.85                                                                                                                         | \$46,716.44 | \$48,071.21 | \$49,465.28 | \$50,899.77 | \$52,375.87 | \$53,894.76 | \$55,457.71 |
|                  | COMM. DEV - Engineering Tech<br>COMM. DEV - GIS Technician<br>FINANCE - Payroll Coordinator |             |             | FINANCE - Staff Accountant I<br>FLEET SERVICES - Technician III<br>HR - Human Resources Officer |             |             | NEIGHB SERV - Code Officer II<br>NEIGHB SERV- Neighborhood Initiatives Coord<br>POLICE - Crime Analyst/UCR Statistician<br>MUN. COURT - Juvenile Probation Officer |             |             | LINE MT - Crew Leader I<br>WATER - Maintenance Tech III<br>WASTEWATER - Maintenance Tech III<br>WATER & WASTEWATER - Crew Leader 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 - H</b> | \$17,8682                                                                  | \$18,3863   | \$18,9195   | \$19,4682                                                                       | \$20,0328   | \$20,6137   | \$21,2115                                                        | \$21,8267   | \$22,4596   | \$23,1110                                          | \$23,7812   | \$24,4708   | \$25,1805                                         | \$25,9107   | \$26,6621   | \$27,4353   | \$28,2310   |
| Bi-Weekly        | \$1,429.45                                                                 | \$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 | \$57,065.52 | \$58,720.43 |
|                  | COMM. DEV - Building Housing Code Insp<br>EOC - Communication Specialist I |             |             | PARK & REC - Senior Center Coordinator<br>PARK & REC- Travel Info Center Coord. |             |             | WASTEWATER - Operator IV<br>LINE MAINT - Pretreatment Technician |             |             | WATER - Operator IV<br>FIRE- Rookie Firefighter-H3 |             |             | LINE MT - Crew Leader II<br>F Rookie-24-\$13,5140 |             |             |             |             |

| 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 - I</b> | \$18,8610                                                                                                     | \$19,4080   | \$19,9708   | \$20,5499                                                       | \$21,1459   | \$21,7591   | \$22,3901                                                                                  | \$23,0394   | \$23,7076   | \$24,3951                                                                                     | \$25,1026   | \$25,8305   | \$26,5796                                                  | \$27,3504   | \$28,1436   | \$28,9598   | \$29,7996   |
| 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  | \$2,383.97  |
| 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 |
|                  | COMM. DEV. - Associate Current PI<br>FINANCE - Staff Accountant II<br>HR - Health Ben & Wellness Coord/HR Gen |             |             | IT - Computer Technician<br>PARK & REC - Aquatics & Sports Supv |             |             | POLICE - Technical Investigator<br>PWA - Office Manager<br>STORMWATER - Stormwater Technic |             |             | WASTEWATER - Environ Chemist<br>WASTEWATER - Maint Supv I<br>WASTEWATER - Sludge Supervisor I |             |             | WATER - Supply Supervisor<br>WATER - Environmental Chemist |             |             |             |             |

| 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 - J</b> | \$19,8538                                                                          | \$20,4296   | \$21,0220   | \$21,6317                                                                           | \$22,2590   | \$22,9045   | \$23,5687                                                                                                 | \$24,2522   | \$24,9555   | \$25,6792                                                  | \$26,4239   | \$27,1902   | \$27,9787                                        | \$28,7901   | \$29,6250   | \$30,4842   | \$31,3682   |
| 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  | \$2,509.46  |
| 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 | \$56,556.66 | \$58,195.77                                      | \$59,883.45 | \$61,620.07 | \$63,407.05 | \$65,245.85 |
|                  | CITY CLERK - Meter Reader Coordinator<br>CITY MANAGER - Executive Asst to City Mgr |             |             | COMM. DEV - Asst. City Eng/Engineer in Trng<br>CVB - Convention and Tourism Manager |             |             | PARK/ REC-Sp Evts & Market Mgr<br>FINANCE - Financial Accountant<br>LINE MAINT - Pretreatment Coordinator |             |             | POLICE - Admin Support Mgr<br>POLICE - Animal Welfare Supv |             |             | POLICE - Jail Manager<br>RISK MGMT- Safety Coord |             |             |             |             |

| 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 - K</b> | \$20,8466                                                                                                                    | \$21,4512   | \$22,0733   | \$22,7134                                                                                                       | \$23,3721   | \$24,0499   | \$24,7473                                                                           | \$25,4650   | \$26,2035   | \$26,9634                                                                                | \$27,7453   | \$28,5499   | \$29,3779   | \$30,2298   | \$31,1065   | \$32,0086   | \$32,9368   |
| 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  | \$2,634.95  |
| 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 |
|                  | COMM. DEV - Property Acquisition Specialist<br>COMM. DEV. - Chief Construction Inspector<br>FLEET SERVICES - Lead Technician |             |             | GRANTS MGMT - Housing Rehab Specialist<br>STREET - Project Supervisor<br>STREET - Facilities Project Supervisor |             |             | STREET - Park Project Supv<br>WASTEWATER - Operator V<br>WASTEWATER - Maint Supv II |             |             | NEIGH SERV-Lead Code Off/Trnr<br>WATER - Maintenance Supervisor II<br>WATER - Operator V |             |             |             |             |             |             |             |

| 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 - L</b> | \$22,3358                                                                                                                             | \$22,9836   | \$23,6501   | \$24,3360                                                                                 | \$25,0417   | \$25,7679   | \$26,5152                                                                                                                                                                           | \$27,2841   | \$28,0754   | \$28,8895                                                                                      | \$29,7273   | \$30,5894   | \$31,4765   | \$32,3893   | \$33,3282   | \$34,2952   | \$35,2897   |
| 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  | \$2,823.18  |
| 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 | \$69,324.91 | \$71,333.95 | \$73,402.64 |
|                  | IT - Data Center Administrator<br>IT - Communications Coordinator<br>IT - Systems Administrator<br>EOC - Communications Specialist II |             |             | CITY CLERK - Office Manager<br>GRANTS MGMT - Planning Assistant<br>COMM DEV - GIS Analyst |             |             | NEIGHB SERV- Neighborhoods In Action Coord<br>SANITATION - Commercial Route Coordinator<br>SANITATION - Residential Route Coordinator<br>STORMWATER - Stormwater Project Supervisor |             |             | LINE MAINT- Operations Foreman<br>WASTEWATER - Laboratory Supv<br>LINE MAINT - Project Foreman |             |             |             |             |             |             |             |

| 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 PDR</b> | 19,8655                        |        |        |        |        |        |        |        |        |         |         |         |         |         |         |         |         |
| Bi-Weekly        | \$1,589.24                     |        |        |        |        |        |        |        |        |         |         |         |         |         |         |         |         |
| Annual           | \$41,320.24                    |        |        |        |        |        |        |        |        |         |         |         |         |         |         |         |         |
|                  | Police - Rookie Police Officer |        |        |        |        |        |        |        |        |         |         |         |         |         |         |         |         |

**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          |
|------------------|-------------------------------------------------------------------|------------------|--------------------------------------|---------------------------|-------------------------------------|------------------------------------------|---------------------------------|-----------------------------------------------------------------------------|-------------------|-------------------------------------|------------------------------|------------------|------------------|------------------|
| <b>Grade - M</b> | <b>25,7621</b>                                                    | <b>26,5092</b>   | <b>27,2780</b>                       | <b>28,0690</b>            | <b>28,8830</b>                      | <b>29,7206</b>                           | <b>30,5825</b>                  | <b>31,4694</b>                                                              | <b>32,3820</b>    | <b>33,3211</b>                      | <b>34,2874</b>               | <b>35,2818</b>   | <b>36,3049</b>   | <b>37,3578</b>   |
| Bi-Weekly        | \$2,060.97                                                        | \$2,120.73       | \$2,182.24                           | \$2,245.52                | \$2,310.64                          | \$2,377.65                               | \$2,446.60                      | \$2,517.55                                                                  | \$2,590.56        | \$2,665.69                          | \$2,742.99                   | \$2,822.54       | \$2,904.39       | \$2,988.62       |
| Annual           | \$53,585.14                                                       | \$55,139.11      | \$56,738.15                          | \$58,383.55               | \$60,076.67                         | \$61,818.90                              | \$63,611.64                     | \$65,456.38                                                                 | \$67,354.62       | \$69,307.90                         | \$71,317.83                  | \$73,386.04      | \$75,514.25      | \$77,704.16      |
|                  | Assistant Human Resources Director<br>Engineering Project Manager |                  |                                      |                           | Golf Superintendent<br>Risk Manager |                                          |                                 | POLICE- Technical Investigations Laboratory Director<br>Court Administrator |                   |                                     |                              |                  |                  |                  |
| <b>Grade - N</b> | <b>\$27,7856</b>                                                  | <b>\$28,5914</b> | <b>\$29,4205</b>                     | <b>\$30,2737</b>          | <b>\$31,1517</b>                    | <b>\$32,0551</b>                         | <b>\$32,9847</b>                | <b>\$33,9412</b>                                                            | <b>\$34,9255</b>  | <b>\$35,9383</b>                    | <b>\$36,9806</b>             | <b>\$38,0530</b> | <b>\$39,1565</b> | <b>\$40,2921</b> |
| 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> | <b>\$29,8096</b>                                                  | <b>\$30,6720</b> | <b>\$31,5636</b>                     | <b>\$32,4790</b>          | <b>\$33,4209</b>                    | <b>\$34,3901</b>                         | <b>\$35,3874</b>                | <b>\$36,4136</b>                                                            | <b>\$37,4696</b>  | <b>\$38,5562</b>                    | <b>\$39,6744</b>             | <b>\$40,8249</b> | <b>\$42,0088</b> | <b>\$43,2271</b> |
| 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                          | \$67,556.29               | \$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<br>Deputy Finance Dir                         |                  | Current Planning Mgr<br>Fire Adm Mgr |                           |                                     | Comprehensive Planner<br>GIS Coordinator |                                 |                                                                             | Street Supervisor |                                     |                              |                  |                  |                  |
| <b>Grade - P</b> | <b>\$31,8336</b>                                                  | <b>\$32,7568</b> | <b>\$33,7068</b>                     | <b>\$34,6842</b>          | <b>\$35,6901</b>                    | <b>\$36,7251</b>                         | <b>\$37,7917</b>                | <b>\$38,8860</b>                                                            | <b>\$40,0137</b>  | <b>\$41,1741</b>                    | <b>\$42,3682</b>             | <b>\$43,5969</b> | <b>\$44,8305</b> | <b>\$46,1621</b> |
| 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       | \$3,689.97       |
| 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      | \$93,247.37      | \$96,017.27      |
|                  | Transportation Mgr                                                |                  |                                      | Assistant IT Director     |                                     |                                          | Line Crew Supervisor            |                                                                             |                   | Sanitation/Stormwater Manager       |                              |                  |                  |                  |
| <b>Grade - Q</b> | <b>\$34,8694</b>                                                  | <b>\$35,8806</b> | <b>\$36,9211</b>                     | <b>\$37,9919</b>          | <b>\$39,0936</b>                    | <b>\$40,2273</b>                         | <b>\$41,3939</b>                | <b>\$42,5944</b>                                                            | <b>\$43,8296</b>  | <b>\$45,1007</b>                    | <b>\$46,4086</b>             | <b>\$47,7544</b> | <b>\$49,1393</b> | <b>\$50,5643</b> |
| 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                                                        |                   |                                     | Chief Communications Officer |                  |                  |                  |
| <b>Grade - R</b> | <b>\$38,9169</b>                                                  | <b>\$40,0455</b> | <b>\$41,2068</b>                     | <b>\$42,4018</b>          | <b>\$43,6315</b>                    | <b>\$44,8968</b>                         | <b>\$46,1988</b>                | <b>\$47,5386</b>                                                            | <b>\$48,9172</b>  | <b>\$50,3358</b>                    | <b>\$51,7955</b>             | <b>\$53,2976</b> | <b>\$54,8432</b> | <b>\$56,4337</b> |
| 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> | <b>\$42,9650</b>                                                  | <b>\$44,2109</b> | <b>\$45,4931</b>                     | <b>\$46,8124</b>          | <b>\$48,1699</b>                    | <b>\$49,5668</b>                         | <b>\$51,0043</b>                | <b>\$52,4834</b>                                                            | <b>\$54,0054</b>  | <b>\$55,5716</b>                    | <b>\$57,1832</b>             | <b>\$58,8415</b> | <b>\$60,5479</b> | <b>\$62,3038</b> |
| 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> | <b>\$47,0125</b>                                                  | <b>\$48,3758</b> | <b>\$49,7787</b>                     | <b>\$51,2223</b>          | <b>\$52,7078</b>                    | <b>\$54,2363</b>                         | <b>\$55,8092</b>                | <b>\$57,4276</b>                                                            | <b>\$59,0930</b>  | <b>\$60,8067</b>                    | <b>\$62,5701</b>             | <b>\$64,3846</b> | <b>\$66,2518</b> | <b>\$68,1731</b> |
| 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> | <b>\$51,0600</b>                                                  | <b>\$52,5407</b> | <b>\$54,0644</b>                     | <b>\$55,6323</b>          | <b>\$57,2456</b>                    | <b>\$58,9058</b>                         | <b>\$60,6140</b>                | <b>\$62,3718</b>                                                            | <b>\$64,1806</b>  | <b>\$66,0419</b>                    | <b>\$67,9576</b>             | <b>\$69,9278</b> | <b>\$71,9557</b> | <b>\$74,0424</b> |
| 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                                            |                  |                                      |                           |                                     |                                          |                                 |                                                                             |                   |                                     |                              |                  |                  |                  |

**ADDENDUM A: 2018-19 FIRE PAY PLAN  
EFFECTIVE JULY 1, 2018 0% 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<br/>(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<br/>(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<br/>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<br/>(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<br/>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      |

**2018-19 MIDWEST CITY POLICE PAY PLAN  
EFFECTIVE JULY 1, 2018  
0% COLA**

|                   | <b>A</b>                                      | <b>B</b>                                      | <b>C</b>                                      | <b>D</b>                                      | <b>E</b>                                      | <b>F</b>                                      | <b>G</b>                                      | <b>H</b>                                      | <b>I</b>                                      | <b>J</b>                                      | <b>K</b>                                      |
|-------------------|-----------------------------------------------|-----------------------------------------------|-----------------------------------------------|-----------------------------------------------|-----------------------------------------------|-----------------------------------------------|-----------------------------------------------|-----------------------------------------------|-----------------------------------------------|-----------------------------------------------|-----------------------------------------------|
|                   | <b>1</b>                                      | <b>2</b>                                      | <b>3</b>                                      | <b>4</b>                                      | <b>5</b>                                      | <b>6</b>                                      | <b>7</b>                                      | <b>8</b>                                      | <b>9</b>                                      | <b>10</b>                                     | <b>11</b>                                     |
| <b>Police Off</b> | <b>\$22.8675</b><br>\$1,829.40<br>\$47,564.31 | <b>\$23.5294</b><br>\$1,882.35<br>\$48,941.07 | <b>\$24.2111</b><br>\$1,936.89<br>\$50,359.11 | <b>\$24.9132</b><br>\$1,993.06<br>\$51,819.56 | <b>\$25.6366</b><br>\$2,050.92<br>\$53,324.03 | <b>\$26.3815</b><br>\$2,110.52<br>\$54,873.47 |                                               |                                               |                                               |                                               |                                               |
| <b>Sergeant</b>   | <b>\$26.6805</b><br>\$2,134.44<br>\$55,495.34 | <b>\$27.4308</b><br>\$2,194.47<br>\$57,056.14 | <b>\$28.1896</b><br>\$2,255.17<br>\$58,634.32 | <b>\$28.9701</b><br>\$2,317.60<br>\$60,257.71 | <b>\$29.7728</b><br>\$2,381.82<br>\$61,927.44 | <b>\$30.5983</b><br>\$2,447.86<br>\$63,644.47 | <b>\$31.4474</b><br>\$2,515.79<br>\$65,410.63 | <b>\$32.1941</b><br>\$2,575.53<br>\$66,963.80 | <b>\$33.2190</b><br>\$2,657.52<br>\$69,095.46 | <b>\$34.1427</b><br>\$2,731.42<br>\$71,016.91 | <b>\$35.0928</b><br>\$2,807.43<br>\$72,993.07 |
| <b>Lieutenant</b> | <b>\$36.8072</b><br>\$2,944.58<br>\$76,558.99 | <b>\$37.7973</b><br>\$3,023.78<br>\$78,618.35 | <b>\$38.8145</b><br>\$3,105.16<br>\$80,734.26 | <b>\$39.8598</b><br>\$3,188.78<br>\$82,908.36 |                                               |                                               |                                               |                                               |                                               |                                               |                                               |
| <b>Captain</b>    | <b>\$41.4220</b><br>\$3,313.76<br>\$86,157.67 | <b>\$42.5390</b><br>\$3,403.12<br>\$88,481.03 | <b>\$43.6866</b><br>\$3,494.93<br>\$90,868.13 | <b>\$44.8659</b><br>\$3,589.27<br>\$93,321.04 |                                               |                                               |                                               |                                               |                                               |                                               |                                               |
| <b>Major</b>      | <b>\$45.1875</b><br>\$3,615.00<br>\$93,989.96 | <b>\$46.2970</b><br>\$3,703.76<br>\$96,297.79 | <b>\$47.4343</b><br>\$3,794.74<br>\$98,663.33 |                                               |                                               |                                               |                                               |                                               |                                               |                                               |                                               |



## **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

### Index

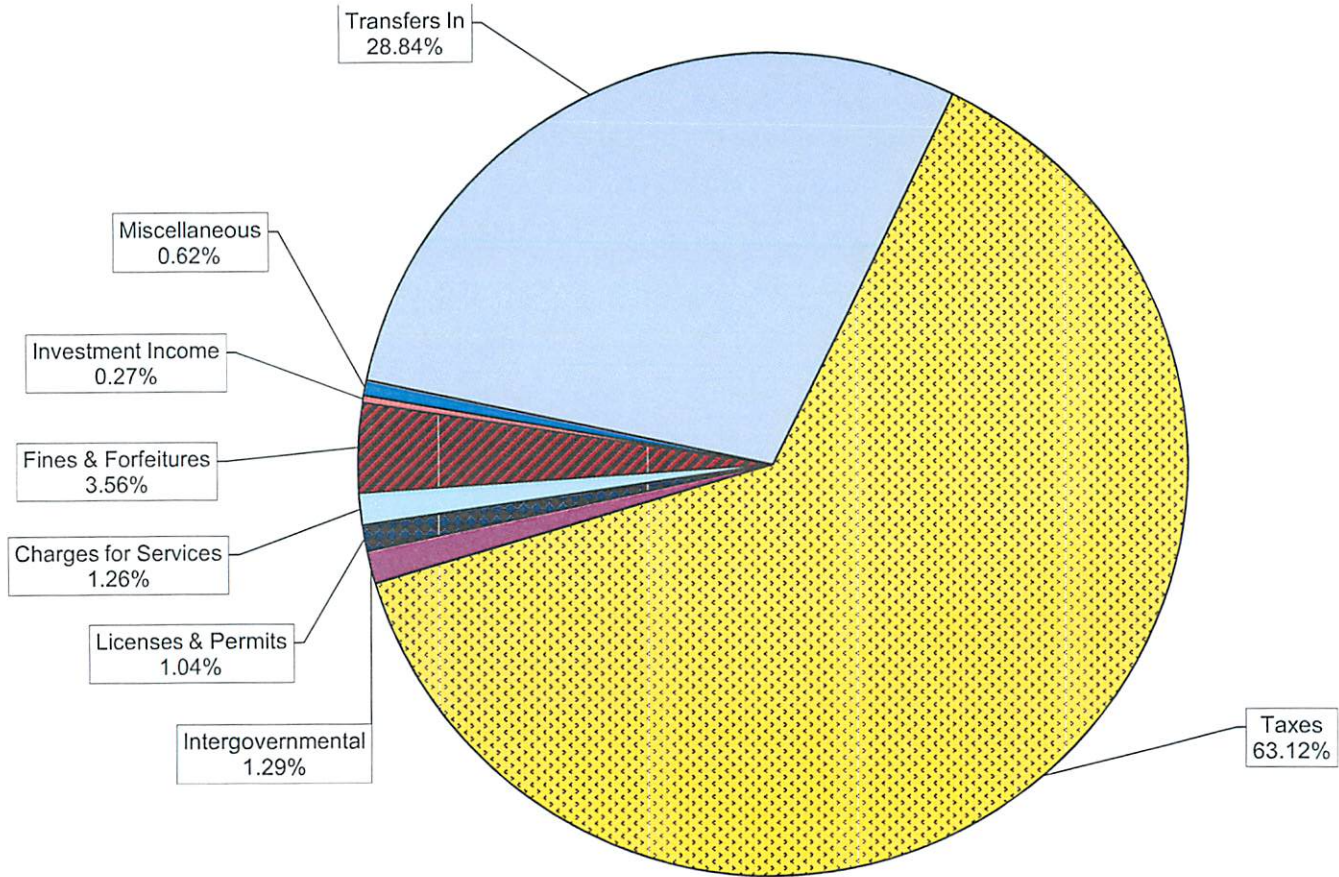
| <u>Fund / Department<br/>*Number</u> | <u>Fund / Department<br/>Description</u> | <u>Page<br/>Number</u> |
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\* **Note:** Three digit codes represent the Fund Number  
Two digit codes represent the Department Number

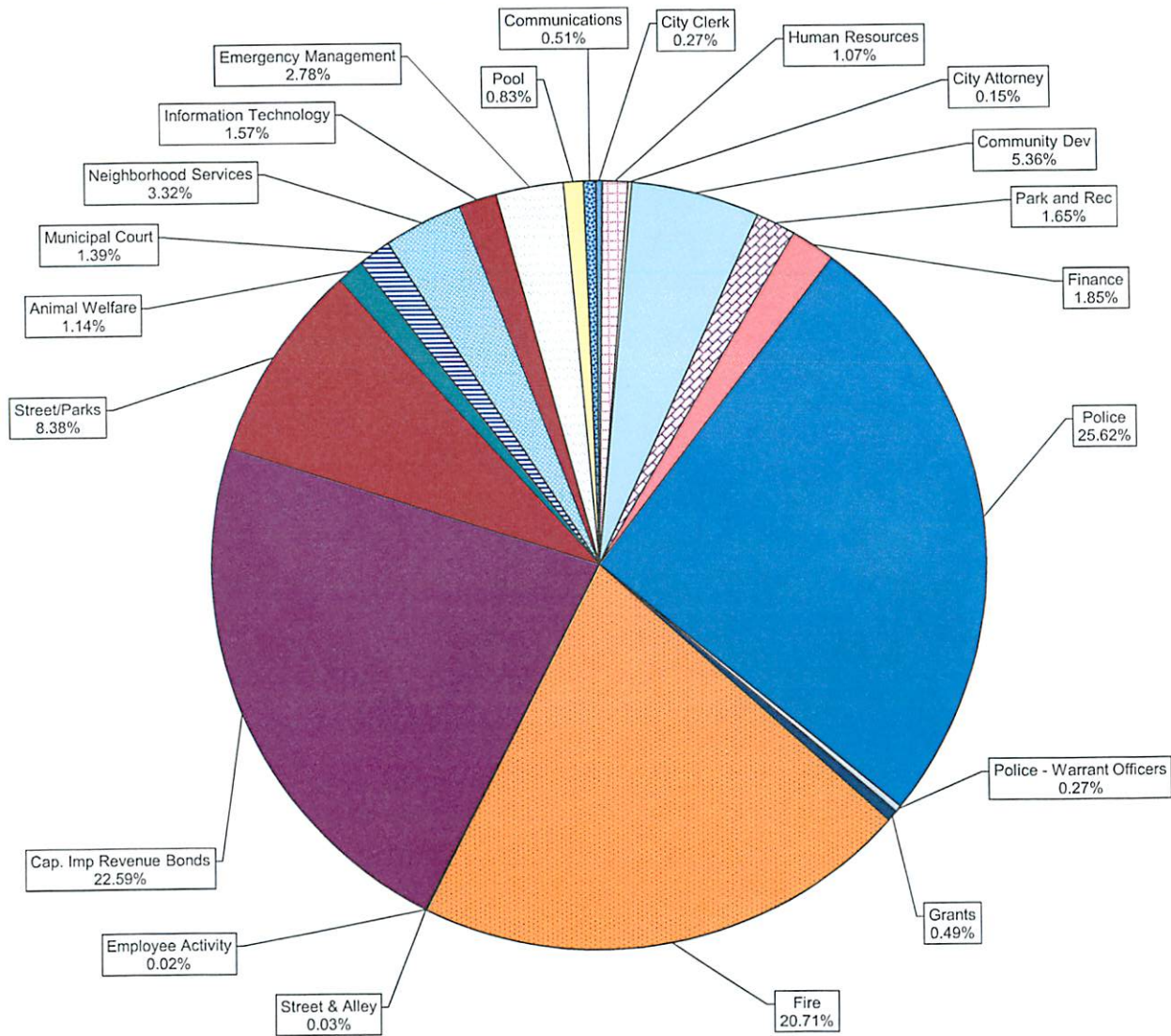
**GENERAL FUND BUDGET SUMMARY - FISCAL YEAR 2018-2019**

|                                | PRIOR YEAR<br>ACTUAL<br>FY 16-17 | CURRENT YEAR<br>ADOPTED BUDGET<br>FY 17-18 | CURRENT YEAR<br>BUDGET AS AMENDED<br>FY 17-18 | CURRENT YEAR<br>ACTUAL (Est.)<br>FY 17-18 | BUDGET YEAR<br>FINAL<br>FY 18-19 |
|--------------------------------|----------------------------------|--------------------------------------------|-----------------------------------------------|-------------------------------------------|----------------------------------|
| <b>ESTIMATED REVENUE:</b>      |                                  |                                            |                                               |                                           |                                  |
| Taxes                          | 22,855,725                       | 22,985,448                                 | 22,985,448                                    | 23,140,778                                | 23,058,735                       |
| Intergovernmental              | 464,518                          | 461,937                                    | 461,937                                       | 482,452                                   | 471,516                          |
| Licenses & Permits             | 384,328                          | 360,851                                    | 360,851                                       | 375,384                                   | 378,170                          |
| Charges for Services           | 468,490                          | 468,669                                    | 468,669                                       | 433,788                                   | 460,484                          |
| Fines & Forfeitures            | 1,347,707                        | 1,364,728                                  | 1,364,728                                     | 1,183,684                                 | 1,302,032                        |
| Investment Income              | 94,846                           | 88,470                                     | 88,470                                        | 94,917                                    | 99,811                           |
| Miscellaneous                  | 247,380                          | 202,046                                    | 202,046                                       | 260,371                                   | 225,320                          |
| Transfers In                   | 10,599,393                       | 11,574,312                                 | 11,674,312                                    | 11,622,173                                | 10,533,263                       |
| <b>TOTAL REVENUE</b>           | <b>36,462,387</b>                | <b>37,506,461</b>                          | <b>37,606,461</b>                             | <b>37,593,547</b>                         | <b>36,529,331</b>                |
| Use / (Gain) of Fund Balance   | 350,382                          | 646,112                                    | 1,010,680                                     | (106,330)                                 | (208,366)                        |
| <b>TOTAL RESOURCES</b>         | <b>36,812,769</b>                | <b>38,152,573</b>                          | <b>38,617,141</b>                             | <b>37,487,217</b>                         | <b>36,320,965</b>                |
| <b>PROPOSED EXPENDITURES:</b>  |                                  |                                            |                                               |                                           |                                  |
| Managerial                     | 480,452                          | 477,202                                    | 478,243                                       | 465,230                                   | -                                |
| City Clerk                     | 88,247                           | 94,014                                     | 94,015                                        | 93,362                                    | 96,387                           |
| Human Resources                | 376,685                          | 443,787                                    | 443,787                                       | 435,147                                   | 388,255                          |
| City Attorney                  | 92,777                           | 54,201                                     | 54,201                                        | 53,702                                    | 56,225                           |
| Community Development          | 1,724,027                        | 1,906,877                                  | 1,955,488                                     | 1,739,372                                 | 1,948,184                        |
| Park and Recreation            | 586,987                          | 596,228                                    | 599,031                                       | 577,049                                   | 600,533                          |
| Finance                        | 616,721                          | 677,772                                    | 680,847                                       | 647,300                                   | 670,400                          |
| Street/Parks                   | 2,832,215                        | 2,933,686                                  | 2,975,667                                     | 2,779,852                                 | 3,044,161                        |
| Animal Welfare                 | 385,990                          | 434,491                                    | 437,584                                       | 378,531                                   | 413,940                          |
| Municipal Court                | 494,621                          | 491,762                                    | 492,282                                       | 406,812                                   | 504,845                          |
| General Government             | 997,226                          | 1,174,153                                  | 1,193,433                                     | 1,116,204                                 | -                                |
| Neighborhood Services          | 1,107,877                        | 1,234,502                                  | 1,236,636                                     | 1,070,050                                 | 1,204,415                        |
| Information Technology         | 462,833                          | 553,497                                    | 565,802                                       | 518,781                                   | 570,900                          |
| Emergency Management           | 932,506                          | 994,479                                    | 996,803                                       | 984,335                                   | 1,009,301                        |
| Swimming Pools                 | 250,156                          | 292,598                                    | 294,998                                       | 261,732                                   | 301,518                          |
| Communications                 | -                                | -                                          | -                                             | -                                         | 186,157                          |
| (Transfers Out:)               |                                  |                                            |                                               |                                           |                                  |
| Police                         | 9,266,785                        | 9,602,612                                  | 9,727,612                                     | 9,667,917                                 | 9,304,037                        |
| Police - Warrant Officers      | 98,572                           | 98,572                                     | 98,572                                        | 98,572                                    | 98,572                           |
| Fire                           | 7,492,525                        | 7,764,053                                  | 7,864,053                                     | 7,816,854                                 | 7,522,644                        |
| Grants                         | 149,509                          | 159,046                                    | 159,046                                       | 159,046                                   | 177,204                          |
| Reimbursed Projects            | 10,000                           | -                                          | -                                             | -                                         | -                                |
| Street And Alley               | 250,000                          | -                                          | -                                             | -                                         | -                                |
| Cap Imp Revenue Bonds          | 8,066,558                        | 8,124,541                                  | 8,224,541                                     | 8,172,869                                 | 8,205,787                        |
| Employee Activity              | 7,500                            | 7,500                                      | 7,500                                         | 7,500                                     | 7,500                            |
| Juvenile                       | 42,000                           | 37,000                                     | 37,000                                        | 37,000                                    | -                                |
| Trailer Park                   | -                                | -                                          | -                                             | -                                         | 10,000                           |
| <b>TOTAL EXPENDITURES</b>      | <b>36,812,769</b>                | <b>38,152,573</b>                          | <b>38,617,141</b>                             | <b>37,487,217</b>                         | <b>36,320,965</b>                |
| <b>RESERVE OF FUND BALANCE</b> |                                  |                                            |                                               |                                           | <b>1,080,906</b>                 |

**ESTIMATED REVENUES GENERAL FUND**  
FY 2018-2019  
Total \$36,529,331



**ESTIMATED EXPENDITURES GENERAL FUND**  
**FY 2018-2019**  
**Total \$36,320,965**



**General Fund Revenue Projections FY 2018-2019**

| Description                         | Account Number     | ACTUAL<br>2014-2015 | ACTUAL<br>2015-2016 | ACTUAL<br>2016-2017 | ANNUAL<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>PROJECTION<br>2018-2019 |
|-------------------------------------|--------------------|---------------------|---------------------|---------------------|-------------------------------|----------------------------------|-----------------------------------|
| SALES TAX                           | 010-0000-313-10-01 | 19,609,240          | 19,737,515          | 19,202,442          | 19,340,472                    | 19,455,514                       | 19,533,876                        |
| USE TAX                             | 010-0000-313-10-02 | 847,181             | 1,010,542           | 1,007,188           | 993,737                       | 1,017,279                        | 1,003,674                         |
| OG&E                                | 010-0000-318-10-21 | 1,457,985           | 1,362,330           | 1,387,311           | 1,402,530                     | 1,465,152                        | 1,418,194                         |
| ONG                                 | 010-0000-318-10-23 | 445,584             | 358,936             | 394,014             | 418,812                       | 433,428                          | 407,991                           |
| TELEPHONE                           | 010-0000-318-10-24 | 60,160              | 33,214              | 75,590              | 56,500                        | 51,500                           | 55,000                            |
| CABLE TV                            | 010-0000-318-10-25 | 560,588             | 905,739             | 773,653             | 757,689                       | 702,332                          | 640,000                           |
| 911 EMERGENCY ACT                   | 010-0000-318-10-26 | 15,013              | 13,608              | 15,527              | 15,708                        | 15,573                           | -                                 |
| <b>TOTAL TAXES</b>                  |                    | <b>22,995,750</b>   | <b>23,421,884</b>   | <b>22,855,725</b>   | <b>22,985,448</b>             | <b>23,140,778</b>                | <b>23,058,735</b>                 |
| BUILDING                            | 010-0000-322-14-41 | 53,769              | 64,996              | 43,311              | 55,444                        | 53,315                           | 53,874                            |
| OIL & GAS PERMITS                   | 010-0000-322-14-42 | 405                 | -                   | -                   | -                             | -                                | -                                 |
| OCCUPATIONAL                        | 010-0000-322-14-50 | 37,704              | 45,302              | 48,887              | 46,816                        | 45,896                           | 46,695                            |
| SIGNS                               | 010-0000-322-14-51 | 8,800               | 8,450               | 7,950               | 8,561                         | 7,633                            | 8,011                             |
| ELECTRICAL                          | 010-0000-322-14-55 | 50,050              | 94,101              | 87,386              | 87,535                        | 75,526                           | 85,671                            |
| PLUMBING                            | 010-0000-322-14-58 | 29,858              | 59,302              | 83,293              | 65,053                        | 76,248                           | 72,948                            |
| ROOFING                             | 010-0000-322-14-59 | -                   | -                   | -                   | -                             | 8,875                            | 5,500                             |
| REFRIG & FORCED AIR                 | 010-0000-322-14-65 | 29,204              | 50,935              | 70,122              | 53,874                        | 60,968                           | 60,675                            |
| BURN                                | 010-0000-322-14-66 | -                   | -                   | -                   | 43,568                        | -                                | -                                 |
| OTHER LICENSE & PERMITS             | 010-0000-322-14-85 | 36,568              | 44,336              | 43,304              | -                             | 46,751                           | 44,797                            |
| PENDING LIC & PERMITS               | 010-0000-322-14-90 | (300)               | 335                 | 77                  | -                             | 172                              | -                                 |
| <b>TOTAL LICENSES &amp; PERMITS</b> |                    | <b>246,056</b>      | <b>367,757</b>      | <b>384,328</b>      | <b>360,851</b>                | <b>375,384</b>                   | <b>378,170</b>                    |
| ALCOHOL                             | 010-0000-335-10-32 | 87,613              | 86,506              | 91,246              | 89,103                        | 95,592                           | 91,115                            |
| TOBACCO TAX                         | 010-0000-335-10-35 | 371,720             | 381,073             | 373,273             | 372,834                       | 386,860                          | 380,402                           |
| <b>TOTAL INTERGOVERNMENTAL</b>      |                    | <b>459,334</b>      | <b>467,579</b>      | <b>464,518</b>      | <b>461,937</b>                | <b>482,452</b>                   | <b>471,518</b>                    |
| UNION PAYROLL FEES                  | 010-0000-340-14-10 | 777                 | 768                 | 780                 | 752                           | 793                              | 780                               |
| BOARD OF ADJUSTMENT                 | 010-0000-341-15-15 | 420                 | 60                  | -                   | 220                           | 300                              | 120                               |
| RECEIVABLES WRITE-OFFS              | 010-0000-344-16-44 | (3,327)             | (444)               | (337)               | (1,402)                       | (250)                            | (344)                             |
| POOL ADMISSIONS                     | 010-0000-347-16-15 | 162,266             | 168,105             | 155,437             | 156,902                       | 130,006                          | 153,953                           |
| POOL CONCESSIONS                    | 010-0000-347-16-19 | 14,409              | 15,967              | 16,330              | 16,039                        | 13,752                           | 15,115                            |
| POOL RENTAL                         | 010-0000-347-16-22 | 24,120              | 29,220              | 23,425              | 25,160                        | 23,122                           | 24,972                            |
| POOL - SEASON PASSES                | 010-0000-347-16-23 | 59,225              | 56,020              | 57,080              | 62,109                        | 56,750                           | 57,269                            |
| SWIM LESSONS                        | 010-0000-347-16-24 | 630                 | 725                 | -                   | 735                           | 505                              | 465                               |
| DISPATCHING SERVICES                | 010-0000-349-16-21 | 199,877             | 215,775             | 215,775             | 208,154                       | 208,810                          | 208,154                           |
| <b>TOTAL CHARGES FOR SERVICES</b>   |                    | <b>458,397</b>      | <b>486,195</b>      | <b>468,480</b>      | <b>468,669</b>                | <b>433,788</b>                   | <b>460,484</b>                    |
| FINES & FORFEITURES                 | 010-0000-351-10-51 | 1,621,602           | 1,773,252           | 1,336,396           | 1,353,094                     | 1,176,787                        | 1,294,466                         |
| INCARCERATION 5% COURT              | 010-0000-351-10-57 | 10,576              | 11,431              | 10,132              | 10,626                        | 6,686                            | 7,355                             |
| INCARCERATION FEES                  | 010-0000-351-10-58 | 3,310               | 1,464               | 1,179               | 1,008                         | 211                              | 211                               |
| <b>TOTAL FINES&amp;FORFEITURES</b>  |                    | <b>1,635,488</b>    | <b>1,786,146</b>    | <b>1,347,707</b>    | <b>1,364,728</b>              | <b>1,183,684</b>                 | <b>1,302,032</b>                  |



**General Fund Revenue Projections FY 2018-2019**

| Description                                    | Account Number     | ACTUAL<br>2014-2015 | ACTUAL<br>2015-2016 | ACTUAL<br>2016-2017 | ANNUAL<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>PROJECTION<br>2018-2019 |
|------------------------------------------------|--------------------|---------------------|---------------------|---------------------|-------------------------------|----------------------------------|-----------------------------------|
| INVESTMENT INTEREST                            | 010-0000-361-41-10 | 108,046             | 98,420              | 79,774              | 72,865                        | 80,384                           | 84,597                            |
| SALES TAX INTEREST                             | 010-0000-361-41-14 | 15,678              | 15,574              | 15,072              | 15,585                        | 14,533                           | 15,214                            |
| <b>TOTAL INTEREST</b>                          |                    | <b>123,724</b>      | <b>113,994</b>      | <b>94,846</b>       | <b>88,470</b>                 | <b>94,917</b>                    | <b>99,811</b>                     |
| LONG/SHORT COURT                               | 010-0000-370-01-02 | 21                  | 191                 | 27                  | -                             | -                                | -                                 |
| L/S - DEVELOPMENT SCVS                         | 010-0000-370-01-03 | (22)                | -                   | 11                  | -                             | (75)                             | -                                 |
| L/S - MISCELLANEOUS                            | 010-0000-370-01-04 | (107)               | 1,251               | (3)                 | -                             | (2)                              | -                                 |
| L/S - POOL                                     | 010-0000-370-01-10 | 97                  | (42)                | (191)               | -                             | 117                              | -                                 |
| L/S - ANIMAL WELFARE                           | 010-0000-370-01-31 | 10                  | -                   | -                   | -                             | -                                | -                                 |
| RESALE PROPERTY / TLE 68                       | 010-0000-371-14-01 | 68,299              | 138,380             | 66,176              | -                             | -                                | -                                 |
| REFUND OF OVER PMTS                            | 010-0000-371-14-03 | 324                 | 16                  | -                   | -                             | 11                               | -                                 |
| OTHER RECEIPTS                                 | 010-0000-371-14-11 | 1,180               | 9,584               | 1,195               | 1,165                         | 1,208                            | 1,201                             |
| MISCELLANEOUS                                  | 010-0000-371-14-21 | 14,696              | 16,382              | 33                  | 14,996                        | 34,731                           | 15,000                            |
| CONVERTED SEIZURE PROP                         | 010-0000-371-14-25 | -                   | -                   | 594                 | -                             | -                                | -                                 |
| COLLECTION AGENCY                              | 010-0000-371-14-26 | 1,794               | 344                 | -                   | 424                           | -                                | 350                               |
| COMMUNITY CENTER RENTAL                        | 010-0000-373-11-04 | 69,813              | 77,768              | 78,833              | 75,535                        | 79,841                           | 78,814                            |
| SENIOR CENTER                                  | 010-0000-373-11-05 | 5,165               | 4,700               | 5,758               | 5,035                         | 3,871                            | 4,776                             |
| CITY PROPERTIES                                | 010-0000-373-11-06 | 2,757               | 2,864               | 2,812               | 2,805                         | 2,985                            | 2,887                             |
| REFUNDS-COMMUNITY CENTER                       | 010-0000-373-11-12 | (2,946)             | (1,767)             | (2,768)             | (2,376)                       | (2,213)                          | (2,249)                           |
| COMMUNITY CENTER                               | 010-0000-373-12-01 | -                   | -                   | -                   | -                             | 1,646                            | 2,000                             |
| COPIES                                         | 010-0000-377-15-04 | 2,424               | 2,393               | 4,253               | 3,079                         | 4,083                            | 3,576                             |
| PLAT FEES                                      | 010-0000-377-15-11 | 5,434               | 4,698               | 4,546               | 3,958                         | 5,541                            | 4,928                             |
| ZONING APPLICATIONS                            | 010-0000-377-15-13 | 5,295               | 5,695               | 6,005               | 4,644                         | 8,454                            | 6,718                             |
| ENGINEERING FEES                               | 010-0000-377-15-20 | 16,003              | 34,837              | 19,544              | 26,719                        | 55,075                           | 36,485                            |
| RETURN CHECK FEES                              | 010-0000-377-15-25 | 13,500              | 14,900              | 16,325              | 14,567                        | 15,375                           | 15,533                            |
| ANIMAL WELFARE                                 | 010-0000-377-15-31 | 50,133              | 48,203              | 39,604              | 46,038                        | 44,892                           | 50,233                            |
| OTHER FEES                                     | 010-0000-377-15-90 | 5,767               | 5,740               | 4,628               | 5,457                         | 4,830                            | 5,066                             |
| <b>TOTAL MISCELLANEOUS</b>                     |                    | <b>259,635</b>      | <b>366,138</b>      | <b>247,380</b>      | <b>202,046</b>                | <b>260,371</b>                   | <b>225,320</b>                    |
| MUNICIPAL COURT                                | 010-0000-391-01-13 | 2,856               | 2,210               | 1,784               | 1,640                         | 1,173                            | 1,075                             |
| CAP IMP REVENUE BOND                           | 010-0000-391-01-17 | 8,237,446           | 8,291,332           | 8,066,558           | 8,224,541                     | 8,172,869                        | 8,205,787                         |
| DOWNTOWN REDEV (194 RETIREE INS CONT)          | 010-0000-391-01-94 | -                   | -                   | 16,581              | 15,364                        | 15,364                           | -                                 |
| CDBG (141)                                     | 010-0000-391-13-39 | -                   | -                   | 5,489               | -                             | -                                | -                                 |
| MUNICIPAL AUTHORITY                            | 010-0000-391-21-01 | 2,326,401           | 2,326,401           | 2,326,401           | 2,751,403                     | 2,751,403                        | 2,326,401                         |
| HOSPITAL AUTHORITY (425/9060 RETIREE INS CONT) | 010-0000-391-21-11 | -                   | -                   | 16,580              | 15,364                        | 15,364                           | -                                 |
| INTERDEPT - FIRE                               | 010-0000-391-21-17 | 166,000             | 166,000             | 166,000             | 166,000                       | 166,000                          | -                                 |
| F194 & F425/9060 (HOSP AUTH)                   | 010-0000-391-22-11 | -                   | -                   | -                   | 250,000                       | 250,000                          | -                                 |
| F194 & F425/9060 (DT REDEV)                    | 010-0000-391-22-94 | -                   | -                   | -                   | 250,000                       | 250,000                          | -                                 |
| <b>TOTAL TRANSFER IN</b>                       |                    | <b>10,732,703</b>   | <b>10,785,943</b>   | <b>10,599,393</b>   | <b>11,674,312</b>             | <b>11,622,173</b>                | <b>10,533,263</b>                 |
| <b>FUND TOTAL</b>                              |                    | <b>36,911,088</b>   | <b>37,795,637</b>   | <b>36,462,388</b>   | <b>37,606,461</b>             | <b>37,593,547</b>                | <b>36,529,332</b>                 |

In FY 17-18, the transfer in from the Municipal Authority was increased by 425,000. In addition, the transfer in from the Downtown Fund was increased by \$250,000 and the transfer in from the Hospital Authority was increased \$250,000.

**BUDGET SUMMARY BY DEPARTMENT & CATEGORY - FISCAL YEAR 2018-2019 - EXPENDITURES**

|                           | Personal Services | Benefits         | Materials & Supplies | Other Services & Charges | Transfers         | Department Request |
|---------------------------|-------------------|------------------|----------------------|--------------------------|-------------------|--------------------|
| City Clerk                | 67,884            | 26,456           | 600                  | 1,447                    | -                 | 96,387             |
| Human Resources           | 264,529           | 93,726           | 2,500                | 27,500                   | -                 | 388,255            |
| City Attorney             | 34,414            | 16,505           | 650                  | 4,656                    | -                 | 56,225             |
| Community Development     | 1,304,193         | 474,019          | 60,013               | 109,959                  | -                 | 1,948,184          |
| Park and Recreation       | 346,610           | 135,430          | 30,332               | 88,161                   | -                 | 600,533            |
| Finance                   | 458,354           | 202,017          | 2,600                | 7,429                    | -                 | 670,400            |
| Police                    | -                 | -                | -                    | -                        | 9,304,037         | 9,304,037          |
| Police - Warrant Officers | -                 | -                | -                    | -                        | 98,572            | 98,572             |
| Grants                    | -                 | -                | -                    | -                        | 177,204           | 177,204            |
| Fire                      | -                 | -                | -                    | -                        | 7,522,644         | 7,522,644          |
| Employee Activity         | -                 | -                | -                    | -                        | 7,500             | 7,500              |
| Trailer Park              | -                 | -                | -                    | -                        | 10,000            | 10,000             |
| Cap. Imp Revenue Bonds    | -                 | -                | -                    | -                        | 8,205,787         | 8,205,787          |
| Street/Parks              | 1,087,637         | 480,737          | 549,301              | 926,486                  | -                 | 3,044,161          |
| Animal Welfare            | 247,924           | 101,521          | 32,415               | 32,080                   | -                 | 413,940            |
| Municipal Court           | 366,397           | 116,464          | 3,000                | 18,984                   | -                 | 504,845            |
| Neighborhood Services     | 688,375           | 247,801          | 85,877               | 182,362                  | -                 | 1,204,415          |
| Information Technology    | 386,001           | 126,223          | 25,129               | 33,547                   | -                 | 570,900            |
| Emergency Management      | 746,470           | 256,131          | 3,600                | 3,100                    | -                 | 1,009,301          |
| Swimming Pool             | 215,695           | 28,117           | 40,106               | 17,600                   | -                 | 301,518            |
| Communications            | 62,432            | 20,225           | 2,000                | 101,500                  | -                 | 186,157            |
| <b>TOTAL EXPENDITURES</b> | <b>6,276,915</b>  | <b>2,325,372</b> | <b>838,123</b>       | <b>1,554,811</b>         | <b>25,325,744</b> | <b>36,320,965</b>  |

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

| EXPENDITURES         | ACTUAL        | AMENDED BUDGET | ESTIMATED ACTUAL | BUDGET        |
|----------------------|---------------|----------------|------------------|---------------|
|                      | 2016-2017     | 2017-2018      | 2017-2018        | 2018-2019     |
| PERSONAL SERVICES    | 65,134        | 66,297         | 65,873           | 67,884        |
| BENEFITS             | 22,221        | 24,846         | 24,617           | 26,456        |
| MATERIALS & SUPPLIES | 234           | 1,425          | 1,425            | 600           |
| OTHER SERVICES       | 658           | 1,447          | 1,447            | 1,447         |
| <b>TOTAL</b>         | <b>88,247</b> | <b>94,015</b>  | <b>93,362</b>    | <b>96,387</b> |

| PERMANENT STAFFING | FY 18-19 | FY 17-18 |
|--------------------|----------|----------|
| 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 18-19**

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

PERSONNEL POSITIONS SUMMARY:  
 2005-06 - 23  
 2006-07 - 23.5  
 2007-08 - 16.5  
 2008-09 - 15  
 2009-10 - 15  
 2010-11 - 7.5  
 2011-12 - 7.25  
 2012-13 - 7.5  
 2013-14 - 7.25  
 2014-15 - 6.75  
 2015-16 - 1  
 2016-17 - 1  
 2017-18 - 1  
 2018-19 - 1

**FINAL BUDGET 2018-2019**

| PERSONAL SERVICES              |               |
|--------------------------------|---------------|
| 10-01 SALARIES                 | 63,122        |
| 10-07 ALLOWANCES               | 2,190         |
| 10-10 LONGEVITY                | 963           |
| 10-11 SL BUYBACK - OVERBANK    | 458           |
| 10-12 VL BUYBACK               | 229           |
| 10-13 PDO BUYBACK              | 152           |
| 10-14 SICK LEAVE INCENTIVE     | 600           |
| 10-95 1X SALARY ADJUSTMENT     | 170           |
| <b>TOTAL PERSONAL SERVICES</b> | <b>67,884</b> |

| BENEFITS                        |               |
|---------------------------------|---------------|
| 15-01 SOCIAL SECURITY           | 5,193         |
| 15-02 EMPLOYEES' RETIREMENT     | 9,504         |
| 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 | 501           |
| 15-98 RETIREE INSURANCE         | 3,355         |
| <b>TOTAL BENEFITS</b>           | <b>26,456</b> |

| MATERIALS & SUPPLIES                  |            |
|---------------------------------------|------------|
| 20-41 SUPPLIES                        | 600        |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>600</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>96,387</b> |
|---------------------------------|---------------|

**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 2017-18, 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.

**2018–2019 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           |                     |
|----------------------|----------------|---------------------|---------------------|---------------------|
|                      | 2016-2017      | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| PERSONAL SERVICES    | 272,620        | 314,088             | 309,910             | 264,529             |
| BENEFITS             | 86,021         | 99,699              | 96,490              | 93,726              |
| MATERIALS & SUPPLIES | 924            | 3,000               | 1,765               | 2,500               |
| OTHER SERVICES       | 17,120         | 27,000              | 26,982              | 27,500              |
| <b>TOTAL</b>         | <b>376,685</b> | <b>443,787</b>      | <b>435,147</b>      | <b>388,255</b>      |

| PERMANENT STAFFING           | FY 18-19    | FY 17-18    |
|------------------------------|-------------|-------------|
| 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 18-19**

|                                        |               |
|----------------------------------------|---------------|
| Team Building Consultant               | 2,000         |
| Johanson Group Consultants             | 4,500         |
| DB Square Data Base                    | 2,000         |
| Cecil Frymire Polygraph Service        | 1,000         |
| Employment Law Attorneys               | 10,000        |
| Labor Relations Consultant             | 5,000         |
| Advertising - Employment Opportunities | 500           |
| <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  
 2018-19 - 4.25

**FINAL BUDGET 2018-2019**

| PERSONAL SERVICES              |                |
|--------------------------------|----------------|
| 10-01 SALARIES                 | 253,610        |
| 10-07 ALLOWANCES               | 4,380          |
| 10-10 LONGEVITY                | 931            |
| 10-12 VL BUYBACK               | 1,734          |
| 10-13 PDO BUYBACK              | 450            |
| 10-14 SL INCENTIVE             | 2,700          |
| 10-95 SALARY ADJUSTMENT        | 724            |
| <b>TOTAL PERSONAL SERVICES</b> | <b>264,529</b> |

| BENEFITS                        |               |
|---------------------------------|---------------|
| 15-01 SOCIAL SECURITY           | 20,236        |
| 15-02 EMPLOYEES' RETIREMENT     | 37,034        |
| 15-03 GROUP INSURANCE           | 16,583        |
| 15-06 TRAVEL & SCHOOL           | 9,000         |
| 15-13 LIFE                      | 689           |
| 15-14 DENTAL                    | 3,394         |
| 15-20 OVERHEAD HEALTH CARE COST | 1,821         |
| 15-98 RETIREE INSURANCE         | 4,968         |
| <b>TOTAL BENEFITS</b>           | <b>93,726</b> |

| MATERIALS & SUPPLIES                  |              |
|---------------------------------------|--------------|
| 20-41 SUPPLIES                        | 2,500        |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>2,500</b> |

| OTHER SERVICES & CHARGES                  |               |
|-------------------------------------------|---------------|
| 30-40 CONTRACTUAL                         | 25,000        |
| 30-72 MEMBERSHIPS & SUBSCRIPTIONS         | 2,500         |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>27,500</b> |

|                                 |                |
|---------------------------------|----------------|
| <b>TOTAL DEPARTMENT REQUEST</b> | <b>388,255</b> |
|---------------------------------|----------------|

**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.

**2018-19 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**

| <b>EXPENDITURES</b>  | <b>ACTUAL<br/>2016-2017</b> | <b>AMENDED<br/>BUDGET<br/>2017-2018</b> | <b>ESTIMATED<br/>ACTUAL<br/>2017-2018</b> | <b>BUDGET<br/>2018-2019</b> |
|----------------------|-----------------------------|-----------------------------------------|-------------------------------------------|-----------------------------|
| PERSONAL SERVICES    | 68,821                      | 32,235                                  | 32,235                                    | 34,414                      |
| BENEFITS             | 22,281                      | 16,316                                  | 16,161                                    | 16,505                      |
| MATERIALS & SUPPLIES | 581                         | 650                                     | 650                                       | 650                         |
| OTHER SERVICES       | 1,094                       | 5,000                                   | 4,656                                     | 4,656                       |
| <b>TOTAL</b>         | <b>92,777</b>               | <b>54,201</b>                           | <b>53,702</b>                             | <b>56,225</b>               |

| <b>PERMANENT STAFFING</b> | <b>FY 18-19</b> | <b>FY 17-18</b> |
|---------------------------|-----------------|-----------------|
| City Attorney             | 0.35            | 0.35            |
| <b>TOTAL</b>              | <b>0.35</b>     | <b>0.35</b>     |

.25 City Attorney to Risk (202)  
.20 City Attorney Salary to Hospital (425)  
.20 City Attorney Salary to Downtown Fund (194)  
.20 City Attorney Salary Moved From (194) to Economic  
Development Authority (353) in FY 18-19

**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  
2018-19 - .35

**FINAL BUDGET 2018-2019**

| <b>PERSONAL SERVICES</b>       |               |
|--------------------------------|---------------|
| 10-01 SALARIES                 | 32,255        |
| 10-07 ALLOWANCES               | 1,533         |
| 10-13 PDO BUYBACK              | 251           |
| 10-14 SL INCENTIVE             | 315           |
| 10-95 SALARY ADJUSTMENT        | 60            |
| <b>TOTAL PERSONAL SERVICES</b> | <b>34,414</b> |

| <b>BENEFITS</b>                 |               |
|---------------------------------|---------------|
| 15-01 SOCIAL SECURITY           | 2,633         |
| 15-02 EMPLOYEES' RETIREMENT     | 4,818         |
| 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 | 240           |
| 15-98 RETIREE INSURANCE         | 3,986         |
| <b>TOTAL BENEFITS</b>           | <b>16,505</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         | 1,656        |
| 30-75 LEGAL PUBLICATIONS                  | 3,000        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>4,656</b> |

|                                 |               |
|---------------------------------|---------------|
| <b>TOTAL DEPARTMENT REQUEST</b> | <b>56,225</b> |
|---------------------------------|---------------|



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

**SIGNIFICANT EXPENDITURE CHANGES:**

None

**STAFFING/PROGRAMS**

During the past fiscal year, 2017-18, the City Attorney's Department continued to be staffed by one full-time attorney, with the full-time administrative assistant position still 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 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.

**2018-2019 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 BUDGET   | ESTIMATED ACTUAL | BUDGET           |
|----------------------|------------------|------------------|------------------|------------------|
|                      | 2016-2017        | 2017-2018        | 2017-2018        | 2018-2019        |
| PERSONAL SERVICES    | 1,178,634        | 1,278,526        | 1,142,945        | 1,304,193        |
| BENEFITS             | 380,275          | 447,091          | 389,777          | 474,019          |
| MATERIALS & SUPPLIES | 39,606           | 59,955           | 59,955           | 60,013           |
| OTHER SERVICES       | 125,511          | 169,916          | 146,695          | 109,959          |
| <b>TOTAL</b>         | <b>1,724,026</b> | <b>1,955,488</b> | <b>1,739,372</b> | <b>1,948,184</b> |

| PERMANENT STAFFING              | FY 18-19 | FY 17-18 | PERSONNEL POSITIONS SUMMARY: |
|---------------------------------|----------|----------|------------------------------|
| Director                        | 1        | 1        |                              |
| Current Planning Manager        | 1        | 1        |                              |
| City Engineer                   | 1        | 1        | 2005-06 - 21                 |
| Engineering Project Manager     | 1        | 1        | 2006-07 - 22.5               |
| Chief Building Inspector        | 1        | 1        | 2007-08 - 21.75              |
| Building Inspector              | 2        | 2        | 2008-09 - 21.75              |
| Chief Const. Inspector          | 1        | 1        | 2009-10 - 21.25              |
| Associate Current Planner       | 1        | 1        | 2010-11 - 22.25              |
| Administrative Secretary        | 1        | 1        | 2011-12 - 21.25              |
| DS Clerk                        | 2        | 1        | 2012-13 - 20.25              |
| Maintenance Tech/Janitor        | 1        | 1        | 2013-14 - 20.25              |
| Janitor                         | 1.75     | 1.75     | 2014-15 - 19.25              |
| Assistant City Engineer         | 1        | 1        | 2015-16 - 19                 |
| Engineering Technician          | 0        | 1        | 2016-17 - 19.75              |
| Comp. Planner                   | 1        | 1        | 2017-18 - 19.25              |
| GIS Coordinator                 | 0.5      | 0.5      | 2018-19 - 20.25              |
| GIS Analyst                     | 1        | 0        |                              |
| GIS Technician                  | 1        | 1        |                              |
| Property Acquisition Specialist | 1        | 1        |                              |

**TOTAL** 20.25 19.25

| PART TIME | FY 18-19 | FY 17-18 |
|-----------|----------|----------|
| Intern    | 1        | 1        |
| Clerk     | 0        | 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 2018-2019**

| PERSONAL SERVICES              |                  |
|--------------------------------|------------------|
| 10-01 SALARIES                 | 1,214,264        |
| 10-02 WAGES                    | 18,331           |
| 10-07 ALLOWANCES               | 19,020           |
| 10-10 LONGEVITY                | 17,600           |
| 10-11 SL BUYBACK               | 8,955            |
| 10-12 VL BUYBACK               | 4,083            |
| 10-13 PDO BUYBACK              | 3,067            |
| 10-14 SICK LEAVE INCENTIVE     | 8,900            |
| 10-18 SEPARATION PAY           | 6,351            |
| 10-95 1X SALARY ADJUSTMENT     | 3,622            |
| <b>TOTAL PERSONAL SERVICES</b> | <b>1,304,193</b> |

| BENEFITS                        |                |
|---------------------------------|----------------|
| 15-01 SOCIAL SECURITY           | 99,771         |
| 15-02 EMPLOYEES' RETIREMENT     | 180,021        |
| 15-03 GROUP INSURANCE           | 111,965        |
| 15-06 TRAVEL & SCHOOL           | 38,385         |
| 15-07 UNIFORMS                  | 2,822          |
| 15-13 LIFE                      | 3,281          |
| 15-14 DENTAL                    | 11,783         |
| 15-20 OVERHEAD HEALTH CARE COST | 7,081          |
| 15-98 RETIREE INSURANCE         | 18,911         |
| <b>TOTAL BENEFITS</b>           | <b>474,019</b> |

| MATERIALS & SUPPLIES                 |               |
|--------------------------------------|---------------|
| 20-35 SMALL TOOLS & EQUIPMENT        | 950           |
| 20-41 SUPPLIES                       | 37,414        |
| 20-63 FLEET FUEL                     | 10,589        |
| 20-64 FLEET PARTS                    | 4,614         |
| 20-65 FLEET LABOR                    | 6,446         |
| <b>TOTAL MATERIAL &amp; SUPPLIES</b> | <b>60,013</b> |

| OTHER SERVICES & CHARGES                  |                |
|-------------------------------------------|----------------|
| 30-23 UPKEEP REAL PROPERTY                | 27,293         |
| 30-34 MAINTENANCE OF EQUIPMENT            | 17,129         |
| 30-40 CONTRACTUAL                         | 22,279         |
| 30-49 CREDIT CARD FEES                    | 12,000         |
| 30-72 MEMBERSHIPS & SUBSCRIPTIONS         | 8,242          |
| 30-85 INSURANCE                           | 23,016         |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>109,959</b> |

**TOTAL DEPARTMENT REQUEST** **1,948,184**

(CONTINUED)

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

**CONTRACTUAL (30-40) FY 18-19**

|                    |        |
|--------------------|--------|
| Hydrocad           | 280    |
| Blazed Design      | 3,500  |
| Est Software       | 519    |
| Streets Inc        | 1,500  |
| Xerox Copier       | 2,600  |
| Verizon            | 800    |
| Bathrooms          | 4,500  |
| IT Nexus           | 2,000  |
| Trop Plants        | 1,200  |
| Ameriworks         | 1,000  |
| Drone2Map          | 1,500  |
| Inspectors Verizon | 960    |
| Fleet Tracking     | 1,920  |
| TOTAL              | 22,279 |

**FUND: GENERAL (010)**  
**DEPARTMENT: COMMUNITY DEVELOPMENT (05)**  
**DEPARTMENT HEAD: Billy Harless**

### **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).

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.

**2018-2019 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         | AMENDED             | ESTIMATED           | BUDGET              |
|----------------------|----------------|---------------------|---------------------|---------------------|
|                      | 2016-2017      | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| PERSONAL SERVICES    | 332,191        | 333,608             | 330,775             | 346,610             |
| BENEFITS             | 117,068        | 130,575             | 127,266             | 135,430             |
| MATERIALS & SUPPLIES | 20,385         | 25,695              | 25,695              | 30,332              |
| OTHER SERVICES       | 117,343        | 109,153             | 93,313              | 88,161              |
| <b>TOTAL</b>         | <b>586,987</b> | <b>599,031</b>      | <b>577,049</b>      | <b>600,533</b>      |

| PERMANENT STAFFING                 | FY 18-19     | FY 17-18     | PERSONNEL<br>POSITIONS<br>SUMMARY: |
|------------------------------------|--------------|--------------|------------------------------------|
| Park & Rec Supervisor              | 0.675        | 0.675        |                                    |
| Sports & Aquatics Supervisor       | 0.5          | 0.5          |                                    |
| Community Center Coord             | 1            | 1            | 2005-06 - 9                        |
| Senior Center Coord                | 1            | 1            | 2006-07 - 8                        |
| Special Events & Rec Asst          | 1            | 1            | 2007-08 - 7.67                     |
| Janitor                            | 1            | 1            | 2008-09 - 7.17                     |
| Senior Center Bus Driver           | 0            | 1            | 2009-10 - 7.17                     |
| Senior Center Asst Coord           | 1            | 0            | 2010-11 - 6.92                     |
| Special Events & Marketing Mgr     | 0.56         | 0.56         | 2011-12 - 6.92                     |
|                                    |              |              | 2012-13 - 6.92                     |
|                                    |              |              | 2013-14 - 6.92                     |
|                                    |              |              | 2014-15 - 6.92                     |
|                                    |              |              | 2015-16 - 6.735                    |
|                                    |              |              | 2016-17 - 6.735                    |
|                                    |              |              | 2017-18 - 6.735                    |
|                                    |              |              | 2018-19 - 6.735                    |
| <b>TOTAL</b>                       | <b>6.735</b> | <b>6.735</b> |                                    |
| WAGES                              | FY 18-19     | FY 17-18     |                                    |
| Building Attend - Part Time        | 0.5          | 0.5          |                                    |
| Secretary - Part Time              | 0.5          | 0.5          |                                    |
| Sr Ctr Building Attend - Part Time | 0.5          | 0            |                                    |

Note: Above Includes Senior Center Expenses

Senior Center Bus Driver position chged to Senior Center Asst Coord FY 18-19  
.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

| CONTRACTUAL (30-40) FY 18-19            |               |
|-----------------------------------------|---------------|
| <b>COMMUNITY CENTER:</b>                |               |
| CHARLEY'S PEST CONTROL                  | 696           |
| SIMPLEXGRINNELL                         | 340           |
| RK BLACK                                | 700           |
| TROPICAL PLANT LEASING                  | 2,040         |
| UNIFIRST HOLDING                        | 3,600         |
| VERMONT SYSTEMS                         | 1,248         |
| <b>SENIOR CENTER:</b>                   |               |
| CAPITAL CITY PROCESSORS/VALLEY PROTEINS | 420           |
| CHARLEY'S PEST CONTROL                  | 720           |
| CINTAS                                  | 3,416         |
| COMTEC                                  | 720           |
| SIMPLEXGRINNELL                         | 686           |
| UNIFIRST HOLDING                        | 1,028         |
| PARKS COFFEE                            | 1,500         |
| <b>TOTAL</b>                            | <b>17,114</b> |

FINAL BUDGET 2018-2019

| PERSONAL SERVICES              |                |
|--------------------------------|----------------|
| 10-01 SALARIES                 | 287,944        |
| 10-02 WAGES                    | 37,000         |
| 10-03 OVERTIME                 | 1,500          |
| 10-07 ALLOWANCES               | 4,205          |
| 10-10 LONGEVITY                | 4,932          |
| 10-11 SL BUYBACK               | 3,031          |
| 10-12 VL BUYBACK               | 2,253          |
| 10-13 PDO BUYBACK              | 1,289          |
| 10-14 SICK LEAVE INCENTIVE     | 3,308          |
| 10-95 SALARY ADJUSTMENT        | 1,148          |
| <b>TOTAL PERSONAL SERVICES</b> | <b>346,610</b> |

| BENEFITS                        |                |
|---------------------------------|----------------|
| 15-01 SOCIAL SECURITY           | 26,516         |
| 15-02 EMPLOYEES' RETIREMENT     | 43,345         |
| 15-03 GROUP INSURANCE           | 41,442         |
| 15-06 TRAVEL & SCHOOL           | 9,650          |
| 15-07 UNIFORMS                  | 550            |
| 15-13 LIFE                      | 1,091          |
| 15-14 DENTAL                    | 4,367          |
| 15-20 OVERHEAD HEALTH CARE COST | 2,182          |
| 15-98 RETIREE INSURANCE         | 6,287          |
| <b>TOTAL BENEFITS</b>           | <b>135,430</b> |

| MATERIALS & SUPPLIES                  |               |
|---------------------------------------|---------------|
| 20-34 MAINTENANCE OF EQUIPMENT        | 7,000         |
| 20-35 SMALL TOOLS & EQUIPMENT         | 600           |
| 20-41 SUPPLIES                        | 17,000        |
| 20-63 FLEET MAINTENANCE - FUEL        | 1,624         |
| 20-64 FLEET MAINTENANCE - PARTS       | 2,435         |
| 20-65 FLEET MAINTENANCE - LABOR       | 1,673         |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>30,332</b> |

| OTHER SERVICES & CHARGES                  |               |
|-------------------------------------------|---------------|
| 30-01 UTILITIES & COMMUNICATIONS          | 23,000        |
| 30-23 UPKEEP REAL PROPERTY                | 16,590        |
| 30-40 CONTRACTUAL                         | 17,114        |
| 30-43 HARDWARE/SOFTWARE MAINTENANCE       | 1,083         |
| 30-49 CREDIT CARD FEES                    | 2,375         |
| 30-72 MEMBERSHIPS & SUBSCRIPTIONS         | 1,000         |
| 30-85 INSURANCE-FIRE, THEFT, LIAB         | 26,999        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>88,161</b> |

|                                 |                |
|---------------------------------|----------------|
| <b>TOTAL DEPARTMENT REQUEST</b> | <b>600,533</b> |
|---------------------------------|----------------|

**FUND: GENERAL (010)**

**DEPARTMENT: RECREATION (06)**

**SIGNIFICANT EXPENDITURE CHANGES:**

None

**STAFFING/PROGRAMS**

During the past fiscal year, 2017-18, 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, Trick or Treat City, Daddy Daughter Dance, Mommy Son Luau, Tribute to Liberty, Veterans Day Pa-

rade, 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.

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.

**2018-2019 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. Improve relations between the senior citizens through more interactive programs and security.
4. 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.
5. 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         |
|----------------------|----------------|----------------|------------------|----------------|
|                      | 2016-2017      | 2017-2018      | 2017-2018        | 2018-2019      |
| PERSONAL SERVICES    | 438,235        | 464,614        | 451,734          | 458,354        |
| BENEFITS             | 173,940        | 205,049        | 185,382          | 202,017        |
| MATERIALS & SUPPLIES | 846            | 3,580          | 2,580            | 2,600          |
| OTHER SERVICES       | 3,699          | 7,604          | 7,604            | 7,429          |
| <b>TOTAL</b>         | <b>616,720</b> | <b>680,847</b> | <b>647,300</b>   | <b>670,400</b> |

| PERMANENT STAFFING          | FY 18-19   | FY 17-18 | PERSONNEL POSITIONS SUMMARY: |
|-----------------------------|------------|----------|------------------------------|
| Finance Director            | 0.9        | 1        |                              |
| Deputy Finance Director     | 1          | 1        |                              |
| Financial Accountant        | 0.5        | 0.75     | 2005-06 - 7                  |
| Staff Accountant            | 2.5        | 2.25     | 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                  |
|                             |            |          | 2018-19 - 7.9                |
| <b>TOTAL</b>                | <b>7.9</b> | <b>8</b> |                              |

Finance Director - 10% to Hospital Authority (425) FY 18-19  
Financial Accountant moved 25% to Hospital Authority (425) FY 18-19  
Staff Accountant moved 25% from Downtown Redevelopment (194) to Economic Development Authority (353) FY 18-19  
Staff Accountant moved 25% from Hospital Authority (425) to Finance (010-08) FY 18-19  
Staff Accountant Funded by .25 Utilities (187), .25 Downtown Redevelopment (194), .25 Hospital Authority (425) FY 17-18  
Financial Accountant Funded by Hotel/Conf Center (195) @ .25

**CONTRACTUAL (30-40) FY 18-19**

|                     |              |
|---------------------|--------------|
| Employment Services | 150          |
| Shred-It Services   | 850          |
| <b>TOTAL</b>        | <b>1,000</b> |

**FINAL BUDGET 2018-2019**

| PERSONAL SERVICES              |                |
|--------------------------------|----------------|
| 10-01 SALARIES                 | 438,833        |
| 10-03 OVERTIME                 | 3,000          |
| 10-07 ALLOWANCES               | 3,942          |
| 10-10 LONGEVITY                | 3,590          |
| 10-11 SL BUYBACK               | 1,433          |
| 10-12 VL BUYBACK               | 1,695          |
| 10-13 PDO BUYBACK              | 1,995          |
| 10-14 SICK LEAVE INCENTIVE     | 2,520          |
| 10-95 SALARY ADJUSTMENT        | 1,346          |
| <b>TOTAL PERSONAL SERVICES</b> | <b>458,354</b> |

| BENEFITS                    |                |
|-----------------------------|----------------|
| 15-01 SOCIAL SECURITY       | 35,064         |
| 15-02 EMPLOYEES' RETIREMENT | 64,170         |
| 15-03 GROUP INSURANCE       | 56,504         |
| 15-06 TRAVEL & SCHOOL       | 23,700         |
| 15-13 LIFE                  | 1,280          |
| 15-14 DENTAL                | 6,351          |
| 15-20 INSURANCE OVERHEAD    | 2,901          |
| 15-98 RETIREE INSURANCE     | 12,047         |
| <b>TOTAL BENEFITS</b>       | <b>202,017</b> |

| MATERIALS & SUPPLIES                  |              |
|---------------------------------------|--------------|
| 20-35 SMALL TOOLS & EQUIPMENT         | 600          |
| 20-41 SUPPLIES                        | 2,000        |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>2,600</b> |

| OTHER SERVICES & CHARGES                  |              |
|-------------------------------------------|--------------|
| 30-40 CONTRACTUAL                         | 1,000        |
| 30-43 COMPUTER SOFTWARE MAINTENANCE       | 4,500        |
| 30-72 MEMBERSHIPS & SUBSCRIPTIONS         | 1,229        |
| 30-81 ADVERTISING                         | 700          |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>7,429</b> |

**TOTAL DEPARTMENT REQUEST** 670,400

**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 \$5,000;
- Monitoring sales and use tax revenue and generating analytic sales and use tax reports.

## **2018–2019 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. Continue updating policies and procedures.
6. Monitor sales and use tax payments to business activities in Midwest City.
7. Monitor the establishment of new businesses and provide educational materials as it relates to sales tax collections, laws and compliance.
8. Monitor collateral monthly of bank accounts to ensure safety of deposits.
9. Safekeeping of pooled investments and maximizing investment return.
10. Engage in training and conference opportunities to remain well-informed of changes in laws and regulations and best practices for financial reporting.

11. Provide budget training to other City departments.
12. Provide cash handling training to seasonal pool employees.

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

| EXPENDITURES             | ACTUAL           | AMENDED             | ESTIMATED           |                     |
|--------------------------|------------------|---------------------|---------------------|---------------------|
|                          | 2016-2017        | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| PERSONAL SERVICES        | 974,281          | 940,718             | 872,251             | 1,087,637           |
| BENEFITS                 | 446,837          | 442,108             | 383,829             | 480,737             |
| MATERIALS & SUPPLIES     | 442,751          | 566,339             | 497,270             | 549,301             |
| OTHER SERVICES           | 964,921          | 1,026,502           | 1,026,502           | 926,486             |
| TRANSFERS TO OTHER FUNDS | 3,426            | -                   | -                   | -                   |
| <b>TOTAL</b>             | <b>2,832,216</b> | <b>2,975,667</b>    | <b>2,779,852</b>    | <b>3,044,161</b>    |

| PERMANENT STAFFING               | FY 18-19     | FY 17-18     |
|----------------------------------|--------------|--------------|
| Street Supervisor                | 0.75         | 0.75         |
| Street Project Supervisor        | 0.5          | 0.5          |
| Facility Project Supervisor      | 0.5          | 0.5          |
| Equipment Operator II            | 5            | 5            |
| Equipment Operator I             | 15           | 15           |
| Sign/Signal Technician           | 1            | 1            |
| Inventory Control Tech III       | 1            | 1            |
| Grounds Keeper (Baseball Fields) | 1            | 0            |
| Irrigation Technician            | 1            | 1            |
| Park Project Supervisor          | 1            | 1            |
| <b>TOTAL</b>                     | <b>26.75</b> | <b>25.75</b> |

| SEASONAL STAFFING | FY 18-19 | FY 17-18 |
|-------------------|----------|----------|
| Laborer           | 3        | 3        |

PERSONNEL  
POSITIONS  
SUMMARY:  
2005-06 - 27  
2006-07 - 28  
2007-08 - 26  
2008-09 - 25.96  
2009-10 - 26.75  
2010-11 - 26.75  
2011-12 - 26.75  
2012-13 - 25.75  
2013-14 - 25.75  
2014-15 - 25.75  
2015-16 - 25.75  
2016-17 - 25.75  
2017-18 - 25.75  
2018-19 - 26.75

**FINAL BUDGET 2018-2019**

| PERSONAL SERVICES              |                  |
|--------------------------------|------------------|
| 10-01 SALARIES                 | 992,457          |
| 10-02 WAGES                    | 12,000           |
| 10-03 OVERTIME                 | 13,000           |
| 10-07 ALLOWANCES               | 6,080            |
| 10-10 LONGEVITY                | 18,516           |
| 10-11 SL BUYBACK               | 1,922            |
| 10-12 VACATION BUYBACK         | 979              |
| 10-13 PDO BUYBACK              | 1,649            |
| 10-14 SL INCENTIVE             | 13,275           |
| 10-18 SEPARATION PAY           | 17,000           |
| 10-19 ON CALL                  | 6,200            |
| 10-95 1X SALARY ADJUSTMENT     | 4559             |
| <b>TOTAL PERSONAL SERVICES</b> | <b>1,087,637</b> |

| BENEFITS                        |                |
|---------------------------------|----------------|
| 15-01 SOCIAL SECURITY           | 83,204         |
| 15-02 EMPLOYEES' RETIREMENT     | 150,589        |
| 15-03 GROUP INSURANCE           | 148,195        |
| 15-04 SELF INSURANCE            | 35,202         |
| 15-06 TRAVEL & SCHOOL           | 5,700          |
| 15-07 UNIFORMS                  | 18,360         |
| 15-13 LIFE                      | 4,334          |
| 15-14 DENTAL                    | 14,959         |
| 15-20 OVERHEAD HEALTH CARE COST | 8,667          |
| 15-98 RETIREE INSURANCE         | 11,527         |
| <b>TOTAL BENEFITS</b>           | <b>480,737</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        | 90,798         |
| 20-64 FLEET MAINTENANCE - PARTS       | 158,390        |
| 20-65 FLEET MAINTENANCE - LABOR       | 102,083        |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>549,301</b> |

(CONTINUED)

- .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 Economic Development Authority (353)

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

**CONTRACTUAL (30-40) FY 18-19**

|                                  |                |
|----------------------------------|----------------|
| TRAFFIC SIGNAL MAINTENANCE       | 86,000         |
| TREE MAINTENANCE                 | 15,000         |
| ELECTRICAL                       | 5,000          |
| MISCELLANEOUS                    | 3,000          |
| ORIGINAL SQUARE MILE MAINTENANCE | 21,000         |
| <b>TOTAL</b>                     | <b>130,000</b> |

|                                         |                |
|-----------------------------------------|----------------|
| <b>OTHER SERVICES AND CHARGES</b>       |                |
| 30-01 UTILITIES/COMMUNICATIONS          | 500,000        |
| 30-22 PWA REIMBURSEMENT                 | 136,681        |
| 30-23 UPKEEP REAL PROPERTY              | 7,700          |
| 30-40 CONTRACTUAL                       | 130,000        |
| 30-41 CONTRACT LABOR                    | 120,000        |
| 30-72 MEMBERSHIPS/SUBSCRIPTIONS         | 1,000          |
| 30-85 INSURANCE-FIRE, THEFT, LIAB       | 31,105         |
| <b>TOTAL OTHER SERVICES AND CHARGES</b> | <b>926,486</b> |

**TOTAL DEPARTMENT REQUEST** 3,044,161

**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.

**2018-2019 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         | AMENDED             | ESTIMATED           | BUDGET              |
|----------------------|----------------|---------------------|---------------------|---------------------|
|                      | 2016-2017      | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| PERSONAL SERVICES    | 242,292        | 264,537             | 226,878             | 247,924             |
| BENEFITS             | 90,342         | 102,130             | 90,760              | 101,521             |
| MATERIALS & SUPPLIES | 22,761         | 35,896              | 30,425              | 32,415              |
| OTHER SERVICES       | 30,595         | 35,021              | 30,468              | 32,080              |
| <b>TOTAL</b>         | <b>385,990</b> | <b>437,584</b>      | <b>378,531</b>      | <b>413,940</b>      |

| PERMANENT STAFFING        | FY 18-19 | FY 17-18 |
|---------------------------|----------|----------|
| Animal Welfare Supervisor | 1        | 1        |
| Animal Control Officer    | 4        | 4        |
| <b>TOTAL</b>              | <b>5</b> | <b>5</b> |

| PART TIME              | FY 18-19 | FY 17-18 |
|------------------------|----------|----------|
| Animal Welfare PT Asst | 1        | 1        |

**CONTRACTUAL (30-40) FY 18-19**

|                             |               |
|-----------------------------|---------------|
| Alcom Security              | 420           |
| Central OK Humane Society   | 15,000        |
| Midwest Veterinary Hospital | 1,000         |
| <b>TOTAL</b>                | <b>16,420</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  
 2018-19 - 5

**FINAL BUDGET 2018-2019**

**PERSONAL SERVICES**

|                                |                |
|--------------------------------|----------------|
| 10-01 SALARIES                 | 195,909        |
| 10-02 WAGES                    | 23,599         |
| 10-03 OVERTIME                 | 18,000         |
| 10-10 LONGEVITY                | 1,127          |
| 10-13 PDO BUYBACK              | 1,252          |
| 10-14 SL INCENTIVE             | 3,200          |
| 10-19 ON CALL                  | 3,900          |
| 10-95 1X SALARY ADJUSTMENT     | 937            |
| <b>TOTAL PERSONAL SERVICES</b> | <b>247,924</b> |

**BENEFITS**

|                                 |                |
|---------------------------------|----------------|
| 15-01 SOCIAL SECURITY           | 18,966         |
| 15-02 EMPLOYEES' RETIREMENT     | 31,406         |
| 15-03 GROUP INSURANCE           | 38,920         |
| 15-06 TRAVEL & SCHOOL           | 1,250          |
| 15-07 UNIFORMS                  | 2,000          |
| 15-13 LIFE                      | 810            |
| 15-14 DENTAL                    | 3,629          |
| 15-20 OVERHEAD HEALTH CARE COST | 1,620          |
| 15-98 RETIREE INSURANCE         | 2,920          |
| <b>TOTAL BENEFITS</b>           | <b>101,521</b> |

**MATERIALS & SUPPLIES**

|                                       |               |
|---------------------------------------|---------------|
| 20-34 MAINTENANCE OF EQUIPMENT        | 7,000         |
| 20-35 SMALL TOOLS & EQUIPMENT         | 239           |
| 20-41 SUPPLIES                        | 6,650         |
| 20-63 FLEET MAINTENANCE - FUEL        | 9,943         |
| 20-64 FLEET MAINTENANCE - PARTS       | 3,488         |
| 20-65 FLEET MAINTENANCE - LABOR       | 5,095         |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>32,415</b> |

**OTHER SERVICES & CHARGES**

|                                           |               |
|-------------------------------------------|---------------|
| 30-01 UTILITIES & COMMUNICATIONS          | 8,660         |
| 30-23 UPKEEP REAL PROPERTY                | 6,000         |
| 30-40 CONTRACTUAL                         | 16,420        |
| 30-49 CREDIT CARD FEES                    | 1,000         |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>32,080</b> |

**TOTAL DEPARTMENT REQUEST**

**413,940**

**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**

**2018-2019 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 Choctaw, Forest Park, Jones, Harrah and Nicoma Park. 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: PHILIP ANDERSON**

| EXPENDITURES         | ACTUAL         | AMENDED BUDGET | ESTIMATED ACTUAL | BUDGET         |
|----------------------|----------------|----------------|------------------|----------------|
|                      | 2016-2017      | 2017-2018      | 2017-2018        | 2018-2019      |
| PERSONAL SERVICES    | 374,832        | 363,205        | 305,711          | 366,397        |
| BENEFITS             | 113,278        | 117,102        | 89,953           | 116,464        |
| MATERIALS & SUPPLIES | 1,044          | 3,000          | 2,173            | 3,000          |
| OTHER SERVICES       | 5,467          | 8,975          | 8,975            | 18,984         |
| <b>TOTAL</b>         | <b>494,621</b> | <b>492,282</b> | <b>406,812</b>   | <b>504,845</b> |

| PERMANENT STAFFING   | FY 18-19    | FY 17-18    | PERSONNEL POSITIONS SUMMARY: |
|----------------------|-------------|-------------|------------------------------|
| Municipal Prosecutor | 1           | 1           | 2015-16 - 5.75               |
| Court Administrator  | 0.75        | 0.75        | 2016-17 - 5.75               |
| Deputy Court Clerk   | 1           | 1           | 2017-18 - 5.75               |
| Clerk - Court        | 3           | 3           | 2018-19 - 5.75               |
| <b>TOTAL</b>         | <b>5.75</b> | <b>5.75</b> |                              |

| PART-TIME            | FY 18-19 | FY 17-18 |
|----------------------|----------|----------|
| Clerk - Court        | 1.75     | 0.5      |
| City Municipal Judge | 4        | 4        |

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 |
|---------------|---------|
| Criminal      | 454.50  |
| Environmental | 303.00  |
| Juvenile      | 303.00  |

**FINAL BUDGET 2018-2019**

| PERSONAL SERVICES              |                |
|--------------------------------|----------------|
| 10-01 SALARIES                 | 267,618        |
| 10-02 WAGES                    | 85,087         |
| 10-03 OVERTIME                 | 2,500          |
| 10-07 ALLOWANCES               | 2,280          |
| 10-10 LONGEVITY                | 3,174          |
| 10-12 VACATION BUYBACK         | 653            |
| 10-13 PDO BUYBACK              | 360            |
| 10-14 SICK LEAVE INCENTIVE     | 1,575          |
| 10-18 SEPARATION PAY           | 2,000          |
| 10-95 1X SALARY ADJUSTMENT     | 1,150          |
| <b>TOTAL PERSONAL SERVICES</b> | <b>366,397</b> |

| BENEFITS                        |                |
|---------------------------------|----------------|
| 15-01 SOCIAL SECURITY           | 28,029         |
| 15-02 EMPLOYEES' RETIREMENT     | 39,383         |
| 15-03 GROUP INSURANCE           | 24,354         |
| 15-06 TRAVEL & SCHOOL           | 6,220          |
| 15-13 LIFE                      | 932            |
| 15-14 DENTAL                    | 2,681          |
| 15-20 OVERHEAD HEALTH CARE COST | 1,863          |
| 15-98 RETIREE INSURANCE         | 13,001         |
| <b>TOTAL BENEFITS</b>           | <b>116,464</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                         | 13,834        |
| 30-72 MEMBERSHIPS & SUBSCRIPTIONS         | 4,650         |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>18,984</b> |

**TOTAL DEPARTMENT REQUEST** **504,845**

| CONTRACTUAL (30-40) FY 18-19     |               |
|----------------------------------|---------------|
| STANDLEY SERVICES (COPIER LEASE) | 2,600         |
| SHRED IT SERVICES                | 600           |
| POLYGRAPHS                       | 300           |
| CLERICAL TESTING                 | 60            |
| JOB ADVERTISING                  | 500           |
| PUBLIC LEGAL NOTICES             | 200           |
| COURT INTERPRETERS               | 500           |
| DRUG TESTING (NEW HIRES)         | 105           |
| CAMERA MAINTENANCE               | 500           |
| TEMP SERVICES                    | 1,500         |
| ODIS                             | 750           |
| UNANTICIPATED OVERAGES           | 735           |
| PUBLIC DEFENSE FUND              | 2,000         |
| JURORS                           | 2,500         |
| WITNESSES                        | 240           |
| CERTIFIED MAIL                   | 744           |
| <b>TOTAL</b>                     | <b>13,834</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 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.

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 2017-18, the Municipal Court was staffed by three full-time clerks and one part-time clerk; the Deputy Court Clerk; the Court Administrator; the Prosecuting Attorney, who works with both the municipal court (1210) and Risk Department (202); and four part-time judges for the criminal, environmental and juvenile

dockets. Staffing duties have changed significantly due to the Court Administrator overseeing the Juvenile Dept. as well as the Municipal Court; therefore delegating more duties to the Deputy Clerk and others. Even with the one part-time clerk, amount of work has consistently been overwhelming causing overtime to increase substantially. The need for a second part-time clerk is desperately needed in order for the workloads to be decreased and overtime to decrease.

**2018–2019 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: NEIGHBORHOOD SERVICES (15)**  
**DEPARTMENT HEAD: MIKE STROH**

| EXPENDITURES         | ACTUAL           | AMENDED          | ESTIMATED        |                  |
|----------------------|------------------|------------------|------------------|------------------|
|                      | 2016-2017        | BUDGET 2017-2018 | ACTUAL 2017-2018 | BUDGET 2018-2019 |
| PERSONAL SERVICES    | 696,249          | 710,559          | 619,999          | 688,375          |
| BENEFITS             | 230,243          | 254,288          | 204,452          | 247,801          |
| MATERIALS & SUPPLIES | 32,067           | 90,169           | 63,979           | 85,877           |
| OTHER SERVICES       | 149,318          | 181,620          | 181,620          | 182,362          |
| <b>TOTAL</b>         | <b>1,107,877</b> | <b>1,236,636</b> | <b>1,070,050</b> | <b>1,204,415</b> |

| PERMANENT STAFFING        | FY 18-19  | FY 17-18  |
|---------------------------|-----------|-----------|
| 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 18-19 | FY 17-18 |
|----------------------------|----------|----------|
| Comm. Services/Tuancy 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

PERSONNEL  
 POSITIONS  
 SUMMARY:  
 2005-06 - 12  
 2006-07 - 17  
 2007-08 - 17  
 2008-09 - 16  
 2009-10 - 16  
 2010-11 - 16  
 2011-12 - 18.32  
 2012-13 - 18.54  
 2013-14 - 12.9  
 2014-15 - 12  
 2015-16 - 12  
 2016-17 - 12  
 2017-18 - 12  
 2018-19 - 12

**FINAL BUDGET 2018-2019**

| NEIGHBORHOOD SERVICES (1510)              |                |
|-------------------------------------------|----------------|
| <b>PERSONAL SERVICES</b>                  |                |
| 10-01 SALARIES                            | 488,320        |
| 10-07 ALLOWANCES                          | 480            |
| 10-10 LONGEVITY                           | 14,600         |
| 10-11 SL BUYBACK                          | 261            |
| 10-12 VL BUYBACK                          | 4,344          |
| 10-13 PDO BUYBACK                         | 2,067          |
| 10-14 SL INCENTIVE                        | 1,800          |
| 10-18 SEPARATION PAY                      | 22,793         |
| 10-95 1X SALARY ADJUSTMENT                | 1,704          |
| <b>TOTAL PERSONAL SERVICES</b>            | <b>536,369</b> |
| <b>BENEFITS</b>                           |                |
| 15-01 SOCIAL SECURITY                     | 41,032         |
| 15-02 EMPLOYEES' RETIREMENT               | 75,092         |
| 15-03 GROUP INSURANCE                     | 52,492         |
| 15-06 TRAVEL & SCHOOL                     | 6,650          |
| 15-07 UNIFORMS                            | 5,500          |
| 15-13 LIFE                                | 1,620          |
| 15-14 DENTAL                              | 5,845          |
| 15-20 OVERHEAD HEALTH CARE COST           | 3,240          |
| 15-98 RETIREE INSURANCE                   | 10,657         |
| <b>TOTAL BENEFITS</b>                     | <b>202,128</b> |
| <b>MATERIALS &amp; SUPPLIES</b>           |                |
| 20-01 NEIGHBORHOOD INITIATIVE             | 43,000         |
| 20-34 MAINTENANCE OF EQUIPMENT            | 2,000          |
| 20-41 SUPPLIES                            | 6,850          |
| 20-63 FLEET MAINTENANCE - FUEL            | 11,873         |
| 20-64 FLEET MAINTENANCE - PARTS           | 5,196          |
| 20-65 FLEET MAINTENANCE - LABOR           | 7,950          |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b>     | <b>76,869</b>  |
| <b>OTHER SERVICES &amp; CHARGES</b>       |                |
| 30-01 UTILITIES & COMMUNICATIONS          | 22,350         |
| 30-23 UPKEEP REAL PROPERTY                | 5,700          |
| 30-40 CONTRACTUAL                         | 20,520         |
| 30-53 NEIGHBORHOOD INITIATIVE             | 17,000         |
| 30-72 MEMBERSHIPS & SUBSCRIPTIONS         | 500            |
| 30-85 INSURANCE FIRE-THEFT-LIABILITY      | 10,545         |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>76,615</b>  |
| <b>TOTAL DIVISION REQUEST</b>             | <b>891,981</b> |

(CONTINUED)

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

**CONTRACTUAL (30-40) NHBD SVCS FY 18-19**

|                           |               |
|---------------------------|---------------|
| JAN PRO (9 MONTHS)        | 9,720         |
| LEVANT TECH               | 3,600         |
| VERIZON IPADS             | 5,100         |
| ONE SOURCE COPIER/PRINTER | 2,100         |
| <b>TOTAL</b>              | <b>20,520</b> |

**CONTRACTUAL (30-40) NHBDS IN ACTION FY 18-19**

|                         |               |
|-------------------------|---------------|
| VITA                    | 8,000         |
| VITA SUPPLIES & DINNER  | 1,000         |
| CRUTCHO BUS             | 2,000         |
| SUMMER CAMP FIELD TRIPS | 3,000         |
| SUMMER CAMP SUPPLIES    | 1,000         |
| OCTOBER FEST            | 600           |
| AFTER SCHOOL PROGRAM    | 800           |
| OFFICE COPIER           | 247           |
| <b>TOTAL</b>            | <b>16,647</b> |

**NEIGHBORHOOD INITIATIVE (20-01) FY 18-19**

|                                          |               |
|------------------------------------------|---------------|
| Supplies                                 | 8,000         |
| Meetings (\$50.00 per meeting)           | 10,000        |
| Association Celebration                  | 2,500         |
| Council of Presidents                    | 3,000         |
| 3 Associations, 5 Events (\$100.00 each) | 16,500        |
| Watch Signs                              | 1,000         |
| COPP's Supply                            | 2,000         |
| <b>TOTAL</b>                             | <b>43,000</b> |

**NEIGHBORHOOD INITIATIVE (30-53) FY 18-19**

|                      |               |
|----------------------|---------------|
| Dumpsters (Odd/Even) | 17,000        |
| <b>TOTAL</b>         | <b>17,000</b> |

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.

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)**

**PERSONAL SERVICES**

|                                |                |
|--------------------------------|----------------|
| 10-01 SALARIES                 | 113,788        |
| 10-02 WAGES                    | 26,023         |
| 10-07 ALLOWANCES               | 2,280          |
| 10-10 LONGEVITY                | 3,800          |
| 10-11 SL BUYBACK - OVERBANK    | 1,699          |
| 10-12 VL BUYBACK               | 1,314          |
| 10-13 PDO BUYBACK              | 876            |
| 10-14 SL INCENTIVE             | 1,800          |
| 10-95 1X SALARY ADJUSTMENT     | 426            |
| <b>TOTAL PERSONAL SERVICES</b> | <b>152,006</b> |

**BENEFITS**

|                                 |               |
|---------------------------------|---------------|
| 15-01 SOCIAL SECURITY           | 11,628        |
| 15-02 EMPLOYEES' RETIREMENT     | 17,638        |
| 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 | 648           |
| <b>TOTAL BENEFITS</b>           | <b>45,673</b> |

**MATERIALS & SUPPLIES**

|                                       |              |
|---------------------------------------|--------------|
| 20-41 SUPPLIES                        | 5,600        |
| 20-63 FLEET MAINTENANCE - FUEL        | 616          |
| 20-64 FLEET MAINTENANCE - PARTS       | 989          |
| 20-65 FLEET MAINTENANCE - LABOR       | 1,803        |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>9,008</b> |

**OTHER SERVICES & CHARGES**

|                                           |                |
|-------------------------------------------|----------------|
| 30-01 UTILITIES & COMMUNICATIONS          | 11,100         |
| 30-23 UPKEEP REAL PROPERTY                | 3,000          |
| 30-40 CONTRACTUAL                         | 16,647         |
| 30-40 CONTRACTUAL - BOYS & GIRLS CLUB     | 75,000         |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>105,747</b> |

**TOTAL DIVISION REQUEST 312,434**

**TOTAL DEPARTMENT REQUEST 1,204,415**

**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, 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.

### **2018-2019 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         |
|--------------------------|----------------|----------------|------------------|----------------|
|                          | 2016-2017      | 2017-2018      | 2017-2018        | 2018-2019      |
| PERSONAL SERVICES        | 316,637        | 372,845        | 351,729          | 386,001        |
| BENEFITS                 | 105,863        | 132,896        | 116,435          | 126,223        |
| MATERIALS & SUPPLIES     | 16,343         | 23,430         | 18,406           | 25,129         |
| OTHER SERVICES           | 22,931         | 36,631         | 32,211           | 33,547         |
| TRANSFERS TO OTHER FUNDS | 1,059          | -              | -                | -              |
| <b>TOTAL</b>             | <b>462,833</b> | <b>565,802</b> | <b>518,781</b>   | <b>570,900</b> |

| PERMANENT STAFFING        | FY 18-19     | FY 17-18     |
|---------------------------|--------------|--------------|
| IT Director               | 1            | 1            |
| Assistant IT Director     | 1            | 1            |
| Systems Administrator     | 1            | 1            |
| Data Center Administrator | 1            | 1            |
| Communications Coord - IT | 0.105        | 0.105        |
| <b>TOTAL</b>              | <b>4.105</b> | <b>4.105</b> |

| PART TIME: | FY 18-19 | FY 17-18 |
|------------|----------|----------|
| 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 18-19**

|                                                                                           |               |
|-------------------------------------------------------------------------------------------|---------------|
| Information Technology Svcs (As needed to maintain software/hardware throughout the City) | 15,000        |
| <b>TOTAL</b>                                                                              | <b>15,000</b> |

**FINAL BUDGET 2018-2019**

| PERSONAL SERVICES              |                |
|--------------------------------|----------------|
| 10-01 SALARIES                 | 333,312        |
| 10-02 WAGES                    | 18,280         |
| 10-03 OVERTIME                 | 15,500         |
| 10-07 ALLOWANCES               | 9,202          |
| 10-10 LONGEVITY                | 3,678          |
| 10-13 PDO BUYBACK              | 1,601          |
| 10-14 SICK LEAVE INCENTIVE     | 1,800          |
| 10-19 ON CALL                  | 1,843          |
| 10-95 SALARY ADJUSTMENT        | 785            |
| <b>TOTAL PERSONAL SERVICES</b> | <b>386,001</b> |

| BENEFITS                        |                |
|---------------------------------|----------------|
| 15-01 SOCIAL SECURITY           | 29,529         |
| 15-02 EMPLOYEES' RETIREMENT     | 51,481         |
| 15-03 GROUP INSURANCE           | 24,923         |
| 15-06 TRAVEL & SCHOOL           | 15,000         |
| 15-13 LIFE                      | 665            |
| 15-14 DENTAL                    | 2,818          |
| 15-20 OVERHEAD HEALTH CARE COST | 1,807          |
| <b>TOTAL BENEFITS</b>           | <b>126,223</b> |

| MATERIALS & SUPPLIES                  |               |
|---------------------------------------|---------------|
| 20-34 MAINTENANCE OF EQUIPMENT        | 7,000         |
| 20-35 SMALL TOOLS AND EQUIPMENT       | 7,000         |
| 20-41 SUPPLIES                        | 4,500         |
| 20-63 FLEET FUEL                      | 1,585         |
| 20-64 FLEET PARTS                     | 2,104         |
| 20-65 FLEET LABOR                     | 2,940         |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>25,129</b> |

| OTHER SERVICES & CHARGES                  |               |
|-------------------------------------------|---------------|
| 30-34 MAINTENANCE OF EQUIPMENT            | 15,000        |
| 30-40 CONTRACTUAL                         | 15,000        |
| 30-72 MEMBERSHIPS & SUBSCRIPTIONS         | 1,500         |
| 30-85 INSURANCE/FIRE, THEFT, LIABILITY    | 2,047         |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>33,547</b> |

**TOTAL DEPARTMENT REQUEST** 570,900

**FUND: General (010)**

**DEPARTMENT: Information Technology (16)**

**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 40 projects and provides support for 100 virtual machines as well 75 major applications running throughout the City.

**2018-2019 GOALS AND OBJECTIVES**

Coordinate and install the following projects:

1. City Hall All Flash SAN
2. PWA All Flash SAN
3. Hosted iSeries (Naviline, C2G)
4. NextGeneration Firewall
5. 220V UPS for Server/Network
6. VMWare Host
7. RAD Microwave Links
8. Avigilon Camera Maint/Upgrades

9. IT Laptops
10. Wireless Access Points
11. Channel 20 Upgrades
12. Laserfiche Forms
13. Panic Alarms
14. Access Control Phase IV
15. Provide user network security training.
16. Audio Recorder Software/Upgrades
17. IT Radios
18. Dispatch Radios
19. Bi-directional Amplifier for City Hall
20. Dispatch Consollettes
21. Charles J. Johnson Backup Consoles
22. 300' Tower at WRRF
23. MOSAIC Backup Site at WRRF
24. Coordinate all purchases of technology related equipment throughout the City.
25. Provide technical support for application software and hardware.
26. Provide administration, maintenance, and upgrade support for the computer installed base and for the LAN/WAN.
27. Work closely with vendors to upgrade integrated solutions to constantly improve the security of the City computer systems.
28. Work with various departments on 40 City wide projects.

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

| EXPENDITURES         | ACTUAL<br>2016-2017 | AMENDED             | ESTIMATED           | BUDGET<br>2018-2019 |
|----------------------|---------------------|---------------------|---------------------|---------------------|
|                      |                     | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 |                     |
| PERSONAL SERVICES    | 688,277             | 730,486             | 730,486             | 746,470             |
| BENEFITS             | 242,922             | 259,478             | 248,553             | 256,131             |
| MATERIALS & SUPPLIES | 852                 | 3,689               | 2,146               | 3,600               |
| OTHER SERVICES       | 455                 | 3,150               | 3,150               | 3,100               |
| <b>TOTAL</b>         | <b>932,506</b>      | <b>996,803</b>      | <b>984,335</b>      | <b>1,009,301</b>    |

| PERMANENT STAFFING        | FY 18-19     | FY 17-18     |
|---------------------------|--------------|--------------|
| 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 18-19**

|                               |              |
|-------------------------------|--------------|
| Recorder maintenance contract | 2,600        |
| <b>TOTAL</b>                  | <b>2,600</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  
 2018-19 - 12.76

**FINAL BUDGET 2018-2019**

| <b>PERSONAL SERVICES</b>       |                |
|--------------------------------|----------------|
| 10-01 SALARIES                 | 638,337        |
| 10-03 OVERTIME                 | 48,888         |
| 10-07 ALLOWANCES               | 203            |
| 10-10 LONGEVITY                | 18,067         |
| 10-11 SL BUYBACK               | 2,680          |
| 10-12 VACATION BUYBACK         | 4,312          |
| 10-13 PDO BUYBACK              | 11,708         |
| 10-14 SL INCENTIVE             | 9,000          |
| 10-19 ON CALL                  | 5,300          |
| 10-27 SHIFT DIFFERENTIAL       | 5,800          |
| 10-95 1 X SALARY ADJUSTMENT    | 2,175          |
| <b>TOTAL PERSONAL SERVICES</b> | <b>746,470</b> |

| <b>BENEFITS</b>                 |                |
|---------------------------------|----------------|
| 15-01 SOCIAL SECURITY           | 57,105         |
| 15-02 EMPLOYEES' RETIREMENT     | 104,506        |
| 15-03 GROUP INSURANCE           | 69,160         |
| 15-06 TRAVEL & SCHOOL           | 7,800          |
| 15-13 LIFE                      | 2,067          |
| 15-14 DENTAL                    | 7,262          |
| 15-20 OVERHEAD HEALTH CARE COST | 4,134          |
| 15-98 RETIREE INSURANCE         | 4,097          |
| <b>TOTAL BENEFITS</b>           | <b>256,131</b> |

| <b>MATERIALS &amp; SUPPLIES</b>       |              |
|---------------------------------------|--------------|
| 20-41 SUPPLIES                        | 3,600        |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>3,600</b> |

| <b>OTHER SERVICES &amp; CHARGES</b>       |              |
|-------------------------------------------|--------------|
| 30-40 CONTRACTUAL                         | 2,600        |
| 30-72 MEMBERSHIPS & SUBSCRIPTIONS         | 500          |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>3,100</b> |

**TOTAL DEPARTMENT REQUEST** **1,009,301**

**FUND: GENERAL (010)**

**DEPARTMENT: EMERGENCY OPERATIONS/ Emergency Management (18)**

**SIGNIFICANT EXPENDITURES CHANGES**

1. Construct additional tower for new radio system
2. Replace Outdoor Warning System
3. Trunk side recording installed on current recorder
3. Complete Back Up EOC at Charles Johnson Building

**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.

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 outdoor 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 updating the Midwest City Emergency Operations Plan annually 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. EM insures that the emergency operations plan is frequently exercised and that all public safety officials and department heads have access to the plan. Employees are expected to participate in exercise opportunities and drills in order to test the plan. The Emergency Manager coordinates all required federal training for Midwest City officials. EM also serves as point of contact for communicating with state offices of emergency management, the Office of Homeland Security and State Health Department.

## **GOALS AND OBJECTIVES FOR 2018-19**

1. Update emergency operations plan
3. Complete NIMS cast for MWC
4. Conduct Multi Agency training Exercise
5. Bid Specifications for Outdoor Warning Devices
6. Update EM / 911 Website
7. Complete all EMPG required training
8. Complete back up EOC
9. Complete tower for Conventional Radio System
10. Update CAD systems
11. Provide annual required training to EOC staff
12. Develop new 5 year hazardous mitigation plan

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

| EXPENDITURES         | ACTUAL         | AMENDED             | ESTIMATED           | BUDGET              |
|----------------------|----------------|---------------------|---------------------|---------------------|
|                      | 2016-2017      | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| PERSONAL SERVICES    | 175,528        | 212,016             | 182,586             | 215,695             |
| BENEFITS             | 22,648         | 27,760              | 24,946              | 28,117              |
| MATERIALS & SUPPLIES | 38,448         | 34,466              | 33,444              | 40,106              |
| OTHER SERVICES       | 13,531         | 20,756              | 20,756              | 17,600              |
| <b>TOTAL</b>         | <b>250,155</b> | <b>294,998</b>      | <b>261,732</b>      | <b>301,518</b>      |

| PERMANENT STAFFING       | FY 18-19 | FY 17-18 |
|--------------------------|----------|----------|
| Aquatic & Rec Supervisor | 0.5      | 0.5      |

| SEASONAL STAFFING       | FY 18-19  | FY 17-18  |
|-------------------------|-----------|-----------|
| 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> |

PERSONNEL POSITIONS SUMMARY:  
INCLUDING SEASONAL STAFFING  
2005-06 - 42  
2006-07 - 46  
2007-08 - 45  
2008-09 - 45.5  
2009-10 - 71.5  
2010-11 - 71.5  
2011-12 - 71.5  
2012-13 - 71.5  
2013-14 - 71.5  
2014-15 - 71.5  
2015-16 - 71.5  
2016-17 - 71.5  
2017-18 - 71.5  
2018-19 - 71.5

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

**CONTRACTUAL (30-40) FY 18-19**

|              |              |
|--------------|--------------|
| VERIZON      | 1,500        |
| CINTAS       | 500          |
| <b>TOTAL</b> | <b>2,000</b> |

**FINAL BUDGET 2018-2019**

**PERSONAL SERVICES**

|                                |                |
|--------------------------------|----------------|
| 10-01 SALARY                   | 20,770         |
| 10-02 WAGES                    | 175,000        |
| 10-03 OVERTIME                 | 4,000          |
| 10-04 ADDITIONAL PAY           | 15,000         |
| 10-07 ALLOWANCES               | 840            |
| 10-95 1X SALARY ADJUSTMENT     | 85             |
| <b>TOTAL PERSONAL SERVICES</b> | <b>215,695</b> |

**BENEFITS**

|                                 |               |
|---------------------------------|---------------|
| 15-01 SOCIAL SECURITY           | 16,501        |
| 15-02 RETIREMENT                | 3,597         |
| 15-03 GROUP HEALTH INSURANCE    | 2,372         |
| 15-06 TRAVEL & SCHOOL           | 975           |
| 15-13 LIFE                      | 81            |
| 15-14 DENTAL                    | 191           |
| 15-20 OVERHEAD HEALTH CARE COST | 162           |
| 15-98 RETIREE INSURANCE         | 4,238         |
| <b>TOTAL BENEFITS</b>           | <b>28,117</b> |

**MATERIALS & SUPPLIES**

|                                       |               |
|---------------------------------------|---------------|
| 20-35 SMALL TOOLS & EQUIPMENT         | 250           |
| 20-41 SUPPLIES                        | 12,000        |
| 20-49 CHEMICALS                       | 26,000        |
| 20-63 FLEET MAINTENANCE - FUEL        | 163           |
| 20-64 FLEET MAINTENANCE - PARTS       | 537           |
| 20-65 FLEET MAINTENANCE - LABOR       | 1,156         |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>40,106</b> |

**OTHER SERVICES & CHARGES**

|                                           |               |
|-------------------------------------------|---------------|
| 30-01 UTILITIES & COMMUNICATIONS          | 2,100         |
| 30-18 REFUNDS                             | 2,500         |
| 30-23 UPKEEP REAL PROPERTY                | 10,000        |
| 30-40 CONTRACTUAL                         | 2,000         |
| 30-49 CREDIT CARD FEES                    | 1,000         |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>17,600</b> |

**TOTAL DEPARTMENT REQUEST**

**301,518**

**FUND: GENERAL (010)**

**DEPARTMENT: SWIMMING POOL (19)**

**SIGNIFICANT EXPENDITURE CHANGES:**

None

**STAFFING/PROGRAMS**

During the past fiscal year, 2017-2018, 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.

**2018-2019 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: COMMUNICATIONS (20)  
DEPARTMENT HEAD: GUY HENSON**

| EXPENDITURES         | AMENDED             |                     | ESTIMATED           |                     |
|----------------------|---------------------|---------------------|---------------------|---------------------|
|                      | ACTUAL<br>2016-2017 | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| PERSONAL SERVICES    | -                   | -                   | -                   | 62,432              |
| BENEFITS             | -                   | -                   | -                   | 20,225              |
| MATERIALS & SUPPLIES | -                   | -                   | -                   | 2,000               |
| OTHER SERVICES       | -                   | -                   | -                   | 101,500             |
| <b>TOTAL</b>         | <b>-</b>            | <b>-</b>            | <b>-</b>            | <b>186,157</b>      |

| PERMANENT STAFFING      | FY 18-19     | FY 17-18     | PERSONNEL<br>POSITIONS<br>SUMMARY: |
|-------------------------|--------------|--------------|------------------------------------|
| Communications Director | 0.750        | 0.000        |                                    |
| <b>TOTAL</b>            | <b>0.750</b> | <b>0.000</b> | 2017-18 - 0<br>2018-19 - .75       |

.25 of salary paid by PWA FY 18-19

This is a new department created in FY 18-19

**CONTRACTUAL (30-40) FY 18-19**

|                            |               |
|----------------------------|---------------|
| Newsletters                | 24,000        |
| Web-Site Hosting           | 7,000         |
| Civic Send                 | 1,000         |
| Archive Social Media       | 4,800         |
| Video Production Editing   | 24,000        |
| Graphic Design Advertising | 7,000         |
| Web-Site Training          | 4,000         |
| Miscellaneous              | 3,200         |
| <b>TOTAL</b>               | <b>75,000</b> |

**MARKETING/COMMUNICATIONS (30-55) FY 18-19**

|                                 |               |
|---------------------------------|---------------|
| Tinker Take Off Advertising     | 19,000        |
| Other Miscellaneous Advertising | 5,000         |
| <b>TOTAL</b>                    | <b>24,000</b> |

**FINAL BUDGET 2018-2019**

| PERSONAL SERVICES              |               |
|--------------------------------|---------------|
| 10-01 SALARIES                 | 59,470        |
| 10-07 ALLOWANCES               | 2,835         |
| 10-95 SALARY ADJUSTMENT        | 127           |
| <b>TOTAL PERSONAL SERVICES</b> | <b>62,432</b> |

| BENEFITS                        |               |
|---------------------------------|---------------|
| 15-01 SOCIAL SECURITY           | 4,776         |
| 15-02 EMPLOYEES' RETIREMENT     | 8,740         |
| 15-03 GROUP INSURANCE           | 3,557         |
| 15-06 TRAVEL & SCHOOL           | 2,500         |
| 15-13 LIFE                      | 122           |
| 15-14 DENTAL                    | 286           |
| 15-20 OVERHEAD HEALTH CARE COST | 243           |
| <b>TOTAL BENEFITS</b>           | <b>20,225</b> |

| MATERIALS & SUPPLIES                  |              |
|---------------------------------------|--------------|
| 20-41 SUPPLIES                        | 2,000        |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>2,000</b> |

| OTHER SERVICES & CHARGES                  |                |
|-------------------------------------------|----------------|
| 30-01 UTILITIES                           | 500            |
| 30-40 CONTRACTUAL                         | 75,000         |
| 30-55 MARKETING/COMMUNICATIONS            | 24,000         |
| 30-72 MEMBERSHIPS & SUBSCRIPTIONS         | 2,000          |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>101,500</b> |

|                                 |                |
|---------------------------------|----------------|
| <b>TOTAL DEPARTMENT REQUEST</b> | <b>186,157</b> |
|---------------------------------|----------------|

**FUND: GENERAL (010)**  
**DEPARTMENT: CHIEF COMMUNICATION OFFICER (20)**

**SIGNIFICANT EXPENDITURE CHANGES:**

This is the first year of this new fund.

**PROGRAM DESCRIPTION**

The Chief Communication Officer's Department is responsible for providing timely information about programs, services, events, and meetings to the citizens, employees, businesses in and outside the community, media outlets, and other stakeholders of Midwest City (the City).

As well as, serves as the Chief Spokesperson for the City and functions as the Emergency Public Information Officer during the activation of the City's Emergency Operations Center.

**2018-2019 GOALS AND OBJECTIVES**

1. Prepare press releases and feature stories on important topics to the City and seeks opportunities to promote City services, events, and programs.
2. Using multiple platforms, such as press releases and social media posts or tweets, provide timely and responsive information to the citizens.
3. Monitor the City's website and coordinate appropriate content management changes to provide a positive image of the City.
4. Coordinates media coverage of special City event, groundbreakings, and ribbon cuttings.
5. Prepare monthly E-newsletters and utility bill newsletters.
6. Coordinate video marketing efforts including the City Spotlight program and Facebook Live videos.
7. Coordinate the Midwest City Shop Local Campaign.
8. Assist other City departments in marketing and promoting City programs, events, and services.
9. Ensure that there is consistency with the overall City message, vision, plans, and strategies.

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

|                                     | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|-------------------------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| <b>INTERFUND TRANSFERS (010-00)</b> |                     |                                |                                  |                     |
| TRAILER PARK (017)                  | -                   | -                              | -                                | 10,000              |
| POLICE (020)                        | 9,266,785           | 9,727,612                      | 9,667,917                        | 9,304,037           |
| 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)                      | 149,509             | 159,046                        | 159,046                          | 177,204             |
| CAP IMP REVENUE BONDS (250)         | 8,066,558           | 8,224,541                      | 8,172,869                        | 8,205,787           |
| JUVENILE (025)                      | 42,000              | 37,000                         | 37,000                           | -                   |
| FIRE (040)                          | 7,492,525           | 7,864,053                      | 7,816,854                        | 7,522,644           |
| REIMBURSED PROJECTS (016)           | 10,000              | -                              | -                                | -                   |
| STREET AND ALLEY (013)              | 250,000             | -                              | -                                | -                   |
| <b>TOTAL</b>                        | <b>25,383,449</b>   | <b>26,118,324</b>              | <b>25,959,758</b>                | <b>25,325,744</b>   |

**FINAL BUDGET 2018-2019**

| <b>TRANSFERS OUT</b>               |                   |
|------------------------------------|-------------------|
| 80-17 TRAILER PARK                 | 10,000            |
| 80-20 POLICE                       | 9,304,037         |
| 80-62 POLICE - WARRANT OFFICERS    | 98,572            |
| 80-35 EMPLOYEE ACTIVITY            | 7,500             |
| 80-39 GRANTS CONTRIBUTION FOR CDBG | 177,204           |
| 80-50 DEBT SERVICE (250)           | 8,205,787         |
| 80-40 FIRE                         | 7,522,644         |
| <b>TOTAL TRANSFERS OUT</b>         | <b>25,325,744</b> |

# Police Fund

**City of Midwest City, Oklahoma**

Police

Index

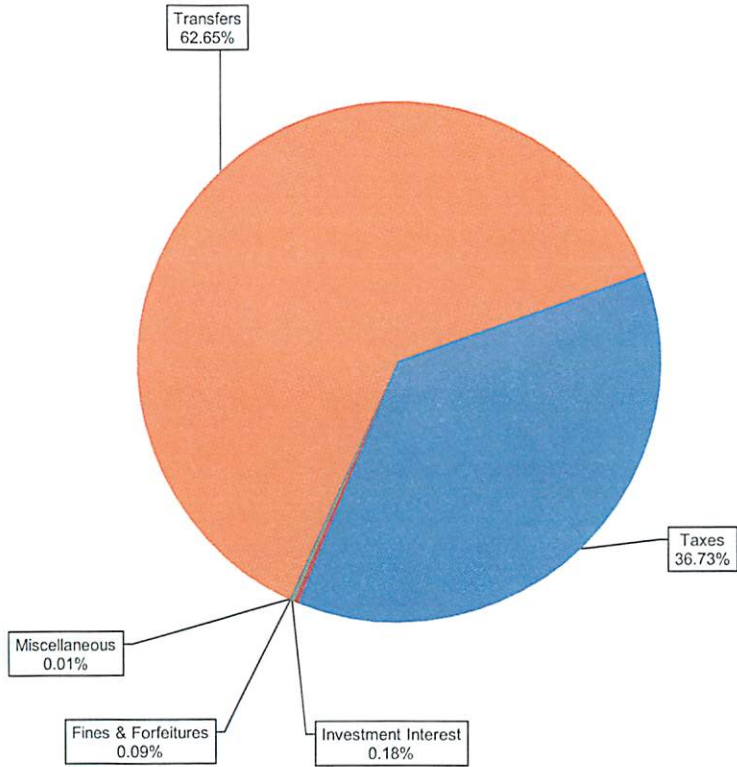
| <u>Fund / Department<br/>*Number</u> | <u>Fund / Department<br/>Description</u> | <u>Page<br/>Number</u> |
|--------------------------------------|------------------------------------------|------------------------|
| 020                                  | Budget Summary                           | 81                     |
| 020                                  | Budget Chart                             | 82                     |
| 020                                  | <b>Individual Fund:</b><br>Police        | 83                     |

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

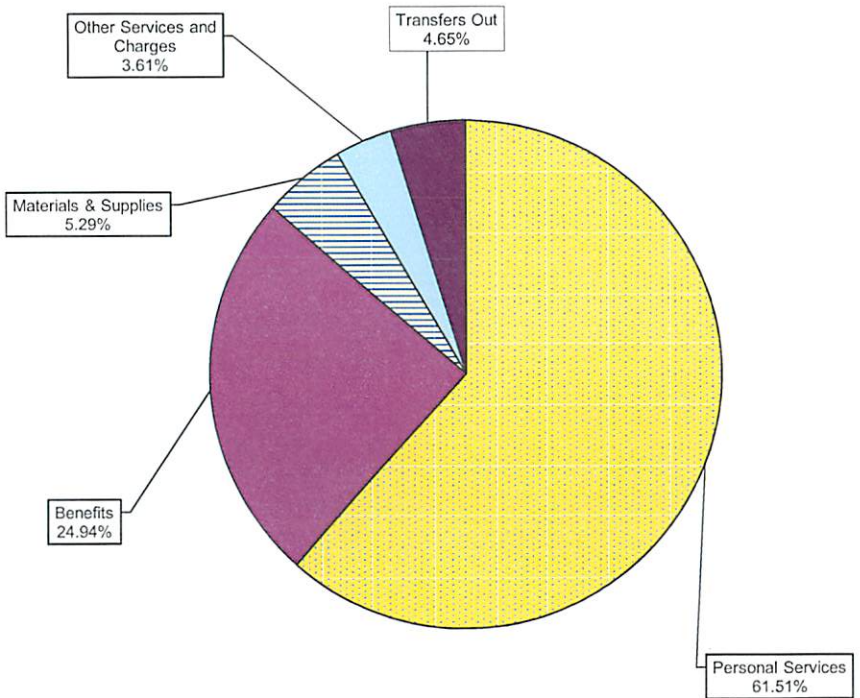
**POLICE FUND BUDGET SUMMARY - FISCAL YEAR 2018-2019**

|                                       | <b>PRIOR YEAR<br/>ACTUAL<br/>FY 16-17</b> | <b>CURRENT YEAR<br/>BUDGET AS AMENDED<br/>FY 17-18</b> | <b>CURRENT YEAR<br/>ACTUAL (Est.)<br/>FY 17-18</b> | <b>BUDGET YEAR<br/>FINAL<br/>FY 18-19</b> |
|---------------------------------------|-------------------------------------------|--------------------------------------------------------|----------------------------------------------------|-------------------------------------------|
| <b>ESTIMATED REVENUE:</b>             |                                           |                                                        |                                                    |                                           |
| Taxes                                 | 2,712,446                                 | 2,729,167                                              | 3,633,553                                          | 5,512,915                                 |
| Charges for Services                  | -                                         | -                                                      | 50,000                                             | 50,000                                    |
| Investment Interest                   | 25,678                                    | 23,467                                                 | 25,370                                             | 26,656                                    |
| Fines & Forfeitures                   | 14,279                                    | 16,607                                                 | 13,546                                             | 13,913                                    |
| Miscellaneous                         | 16,399                                    | 2,717                                                  | 2,291                                              | 1,950                                     |
| Transfers                             | 9,472,904                                 | 9,939,127                                              | 9,879,432                                          | 9,402,609                                 |
| <b>TOTAL REVENUE</b>                  | <b>12,241,706</b>                         | <b>12,711,085</b>                                      | <b>13,604,192</b>                                  | <b>15,008,043</b>                         |
| Use / (Gain) of Fund Balance          | 297,641                                   | 361,568                                                | (976,320)                                          | (1,031,336)                               |
| <b>TOTAL RESOURCES</b>                | <b>12,539,347</b>                         | <b>13,072,653</b>                                      | <b>12,627,872</b>                                  | <b>13,976,707</b>                         |
| <b>PROPOSED EXPENDITURES:</b>         |                                           |                                                        |                                                    |                                           |
| <b>Police Department - Operations</b> |                                           |                                                        |                                                    |                                           |
| Personal Services                     | 8,254,823                                 | 8,378,574                                              | 8,167,309                                          | 8,597,088                                 |
| Benefits                              | 3,176,204                                 | 3,406,445                                              | 3,301,005                                          | 3,485,994                                 |
| Materials & Supplies                  | 589,900                                   | 755,033                                                | 628,126                                            | 739,413                                   |
| Other Services and Charges            | 369,420                                   | 432,601                                                | 431,432                                            | 504,212                                   |
| Transfers Out                         | 149,000                                   | 100,000                                                | 100,000                                            | 650,000                                   |
| <b>TOTAL EXPENDITURES</b>             | <b>12,539,347</b>                         | <b>13,072,653</b>                                      | <b>12,627,872</b>                                  | <b>13,976,707</b>                         |
| <b>RESERVE OF FUND BALANCE</b>        |                                           |                                                        |                                                    | <b>666,335</b>                            |

**ESTIMATED REVENUES POLICE FUND**  
 FY 2018-19  
 Total \$15,008,043



**ESTIMATED EXPENDITURES POLICE FUND**  
 FY 2018-19  
 TOTAL \$13,976,707



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

FINAL BUDGET 2018-2019

| EXPENDITURES         | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| PERSONAL SERVICES    | 8,254,823           | 8,378,574                      | 8,167,309                        | 8,597,088           |
| BENEFITS             | 3,176,204           | 3,406,445                      | 3,301,005                        | 3,485,994           |
| MATERIALS & SUPPLIES | 589,900             | 755,033                        | 628,126                          | 739,413             |
| OTHER SERVICES       | 369,420             | 432,601                        | 431,432                          | 504,212             |
| TRANSFERS OUT        | 149,000             | 100,000                        | 100,000                          | 650,000             |
| <b>TOTAL</b>         | <b>12,539,347</b>   | <b>13,072,653</b>              | <b>12,627,872</b>                | <b>13,976,707</b>   |

| REVENUES             | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| TAXES                | 2,712,446           | 2,729,167                      | 3,633,553                        | 5,512,915           |
| CHARGES FOR SERVICES | -                   | -                              | 50,000                           | 50,000              |
| INVESTMENT INTEREST  | 25,678              | 23,467                         | 25,370                           | 26,656              |
| FINE & FORFEITURES   | 14,279              | 16,607                         | 13,546                           | 13,913              |
| MISCELLANEOUS        | 16,399              | 2,717                          | 2,291                            | 1,950               |
| TRANSFERS            | 9,472,904           | 9,939,127                      | 9,879,432                        | 9,402,609           |
| <b>TOTAL</b>         | <b>12,241,706</b>   | <b>12,711,085</b>              | <b>13,604,192</b>                | <b>15,008,043</b>   |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES   | EXPENSES   | FUND<br>BALANCE |
|----------------------------|---------------------|------------|------------|-----------------|
| 6/30/2015                  | 1,518,741           | 12,647,588 | 12,622,281 | 1,544,048       |
| 6/30/2016                  | 1,544,048           | 12,241,706 | 12,539,347 | 1,246,407       |
| 6/30/2017                  | 1,246,407           | 13,604,192 | 12,627,872 | 2,222,727       |
| 6/30/2018                  | 2,222,727           | 15,008,043 | 13,976,707 | 3,254,063       |

Excludes Transfers Out (666,335) 5% Reserve  
2,587,728

| PERSONAL SERVICES (6210 - SWORN EMPLOYEES) |                  |
|--------------------------------------------|------------------|
| 10-01 SALARIES                             | 6,317,670        |
| 10-06 COLLEGE INCENTIVE                    | 85,000           |
| 10-09 OVERTIME 2                           | 136,095          |
| 10-10 LONGEVITY                            | 124,804          |
| 10-11 SL BUYBACK-OVER BANK                 | 64,728           |
| 10-12 VACATION BUYBACK                     | 190,000          |
| 10-13 PDO BUYBACK                          | 114,604          |
| 10-14 SL INCENTIVE                         | 47,533           |
| 10-17 ADDITIONAL INCENTIVE                 | 14,690           |
| 10-18 SEPARATION PAY                       | 65,000           |
| 10-26 K-9 OVER OT BANK                     | 5,768            |
| 10-27 SHIFT DIFFERENTIAL                   | 4,370            |
| 10-95 1X SALARY ADJUSTMENT                 | 16,190           |
| <b>PERSONAL SERVICES - SWORN</b>           | <b>7,186,452</b> |

| PERSONAL SERVICES (6220 - CIVILIAN EMPLOYEES) |                  |
|-----------------------------------------------|------------------|
| 10-01 SALARIES                                | 1,248,280        |
| 10-02 WAGES                                   | 19,541           |
| 10-03 OVERTIME                                | 50,421           |
| 10-04 ADDITIONAL PAY                          | 19,043           |
| 10-07 ALLOWANCES                              | 8,183            |
| 10-10 LONGEVITY                               | 12,627           |
| 10-11 SL BUYBACK-OVER BANK                    | 4,368            |
| 10-12 VACATION BUYBACK                        | 2,400            |
| 10-13 PDO BUYBACK                             | 3,132            |
| 10-14 SL INCENTIVE                            | 13,900           |
| 10-17 ADDITIONAL INCENTIVE                    | 2,100            |
| 10-18 SEPARATION PAY                          | 6,814            |
| 10-19 ON CALL                                 | 5,000            |
| 10-27 SHIFT DIFFERENTIAL                      | 9,713            |
| 10-95 1X SALARY ADJUSTMENT                    | 5,114            |
| <b>PERSONAL SERVICES - CIVILIAN</b>           | <b>1,410,636</b> |

**TOTAL PERSONAL SERVICES** **8,597,088**

(CONTINUED)

FY 17-18 - Ordinance 3308 effective 1/1/18 increased the sales tax by .3195% for this fund.



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

| <u>PERMANENT STAFFING</u>    | <u>FY 18-19</u> | <u>FY 17-18</u> |
|------------------------------|-----------------|-----------------|
| <b>Division 6210</b>         |                 |                 |
| Major                        | 2               | 2               |
| Captain                      | 4               | 4               |
| Lieutenant                   | 13              | 12              |
| Sergeant                     | 49              | 46              |
| Police Officer               | 25              | 26              |
| Warrant Officers             | 2               | 2               |
| <b>TOTAL</b>                 | <b>95</b>       | <b>92</b>       |
| <b>Division 6220</b>         |                 |                 |
| 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            |
| <b>TOTAL</b>                 | <b>28.51</b>    | <b>28.51</b>    |
| <b>TOTAL 6210 &amp; 6220</b> | <b>123.51</b>   | <b>120.51</b>   |
| <b>PART TIME:</b>            |                 |                 |
|                              | <u>FY 18-19</u> | <u>FY 17-18</u> |
| 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 |
| 2018-19 - 123.51 |

| <b>BENEFITS (6210 - SWORN EMPLOYEES)</b> |                  |
|------------------------------------------|------------------|
| 15-01 SOCIAL SECURITY                    | 549,764          |
| 15-02 EMPLOYEES' RETIREMENT              | 848,572          |
| 15-03 GROUP INSURANCE                    | 724,926          |
| 15-04 WORKERS COMP INSURANCE             | 411,309          |
| 15-05 SELF INS - UNEMPLOYMENT            | 2,000            |
| 15-06 TRAVEL & SCHOOL                    | 71,775           |
| 15-07 UNIFORMS                           | 37,828           |
| 15-13 LIFE                               | 15,390           |
| 15-14 DENTAL                             | 77,701           |
| 15-20 OVERHEAD HEALTH CARE COST          | 30,780           |
| 15-98 RETIREE INSURANCE                  | 227,561          |
| <b>TOTAL BENEFITS-SWORN</b>              | <b>2,997,605</b> |

| <b>BENEFITS (6220 - CIVILIAN EMPLOYEES)</b> |                  |
|---------------------------------------------|------------------|
| 15-01 SOCIAL SECURITY                       | 107,914          |
| 15-02 EMPLOYEES' RETIREMENT                 | 170,882          |
| 15-03 GROUP INSURANCE                       | 168,872          |
| 15-13 LIFE                                  | 4,619            |
| 15-14 DENTAL                                | 17,022           |
| 15-20 OVERHEAD HEALTH CARE CARE             | 9,757            |
| 15-98 RETIREE INSURANCE                     | 9,323            |
| <b>TOTAL BENEFITS-CIVILIAN</b>              | <b>488,389</b>   |
| <b>TOTAL BENEFITS</b>                       | <b>3,485,994</b> |

| <b>MATERIALS &amp; SUPPLIES (6210 - SWORN EMPLOYEES)</b> |                |
|----------------------------------------------------------|----------------|
| 20-34 MAINTENANCE OF EQUIPMENT                           | 14,800         |
| 20-41 SUPPLIES                                           | 95,050         |
| 20-63 FLEET MAINTENANCE - FUEL                           | 256,708        |
| 20-64 FLEET MAINTENANCE - PARTS                          | 187,459        |
| 20-65 FLEET MAINTENANCE - LABOR                          | 185,396        |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b>                    | <b>739,413</b> |

(CONTINUED)

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

| CONTRACTUAL 30-40                         | 17-18          | 18-19          |
|-------------------------------------------|----------------|----------------|
| Labor Relations/Arbitration               | 10,000         | 10,000         |
| Cont (Groupwise Lic Fee)                  | 300            | 500            |
| OLETS Fee                                 | 11,000         | 11,000         |
| 5 Year Phy 12 @ \$600 (\$550 in FY 16-17) | 7,200          | 4,000          |
| Immunizations                             | 400            | 400            |
| TB Tine Tests                             | 500            | 500            |
| PreEmp Officers / Reserve                 | 3,000          | 2,000          |
| Physical Fit for Duty Testing             | 1,000          | 1,000          |
| FCE Testing                               | 1,000          | 1,000          |
| MMPI/CPI Testing                          | 750            | 500            |
| Pre Employment Jailers                    | 500            | 300            |
| Literacy Testing                          | 500            | -              |
| Substance Abuse Testing                   | 150            | 150            |
| Exposure Baseline Testing                 | 4,000          | 2,000          |
| Tyler Software - After hours support      | 2,000          | 2,000          |
| CSC Credit Services                       | 1,330          | 1,332          |
| PreEmp Res Ofc x 5                        | -              | 500            |
| Work Key Testing                          | -              | 1,700          |
| Search Data Base                          | -              | 6,000          |
| CLEAR (WEST Thompson)                     | 6,000          | -              |
| Air Card for SIU (Pole Cam)               | 650            | -              |
| ODIS - Also Funded in Fund 10-12          | 750            | 750            |
| UDS (Utility Data Services)               | 6,000          | 6,000          |
| Leads on Line                             | 800            | 800            |
| Copier Lease                              | 8,000          | 7,000          |
| DPS (fee for Cad)                         | 300            | 300            |
| Watchguard Annual Maintenance             | 30,950         | 32,250         |
| Bosch Crash Data Retrieval                | 900            | 1,050          |
| Cell Bright Maintenance                   | 3,700          | 3,700          |
| Conversion Costs                          | 9,120          | 9,120          |
| US Fleet Tracking (GPS)                   | 960            | 960            |
| Automation Integrated                     | 4,290          | 4,290          |
| UHF Frequency                             | 100            | 100            |
| SIU Alarm Monitoring                      | 360            | 360            |
| <b>TOTAL</b>                              | <b>116,510</b> | <b>111,562</b> |

| OTHER SERVICES & CHARGES (6210 - SWORN EMPLOYEES) |                |
|---------------------------------------------------|----------------|
| 30-01 UTILITIES & COMMUNICATIONS                  | 104,761        |
| 30-21 SURPLUS PROPERTY                            | 7,043          |
| 30-23 UPKEEP REAL PROPERTY                        | 6,000          |
| 30-40 CONTRACTUAL                                 | 111,562        |
| 30-42 SPECIAL INVESTIGATIONS                      | 7,600          |
| 30-43 HARDWARE/SOFTWARE MAINT                     | 9,441          |
| 30-54 VEHICLE ACCIDENT INS                        | 10,000         |
| 30-72 MEMBERSHIPS & SUBSCRIPS                     | 5,315          |
| 30-75 LEGAL PUBLICATIONS                          | 1,000          |
| 30-85 INSURANCE - FIRE/THEFT                      | 239,000        |
| 30-86 AUDIT                                       | 2,490          |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b>         | <b>504,212</b> |

| TRANSFERS TO OTHER FUNDS (6210 - SWORN EMPLOYEES) |                |
|---------------------------------------------------|----------------|
| 80-21 POLICE CAP (021)                            | 650,000        |
| <b>TOTAL TRANSFERS TO OTHER FUNDS</b>             | <b>650,000</b> |

**TOTAL DEPARTMENT REQUEST** 13,976,707

| UTILITIES (30-01)             |                |
|-------------------------------|----------------|
| EOC Dispatch Phone            | 781            |
| Gas and Electric              | 33,127         |
| SIU Electric bill             | 2,028          |
| SIU Gas bill                  | 1,245          |
| Utilities for Crime Lab       | 6,500          |
| Gun Range Phone               | 1,130          |
| City Hall (Phones) 33%        | 950            |
| MI-FI Use                     | 56,200         |
| Cox Modem                     | 1,020          |
| Homeless Outreach Phone       | 480            |
| SIU Surveillance Wire Minutes | 1,300          |
| <b>TOTAL</b>                  | <b>104,761</b> |

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

**SIGNIFICANT EXPENDITURE CHANGES:**

Personnel cost and associated benefits continue to increase due to natural roll ups and the addition of three police officer positions. 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 with consideration of expansion to another. 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.

**2018-2019 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. Train with the Crisis Negotiators 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 Department to host one metro CIT school each year.

### **Homeless Outreach Team**

- The Police Department's Homeless Outreach Team is designed to ensure Midwest City remains sensitive to the unique needs of the homeless population while responding to the needs and concerns of the greater community.
- The team's personnel will specialize in building relationships with the homeless community and metro area service provider.
- The team works with individuals by linking valuable social services, in the hopes to improve their living conditions thereby improving public safety.

### **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.
- Maintain alternated FTO staff to assist with training influx of new Reserve Police Officers.

#### **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 efforts 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.
- Establish Procedures and take the lead in DUI education in our schools, civic organizations and the general public utilizing the department's new DUI simulator car.
- 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.

### **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 of-



- fenders 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

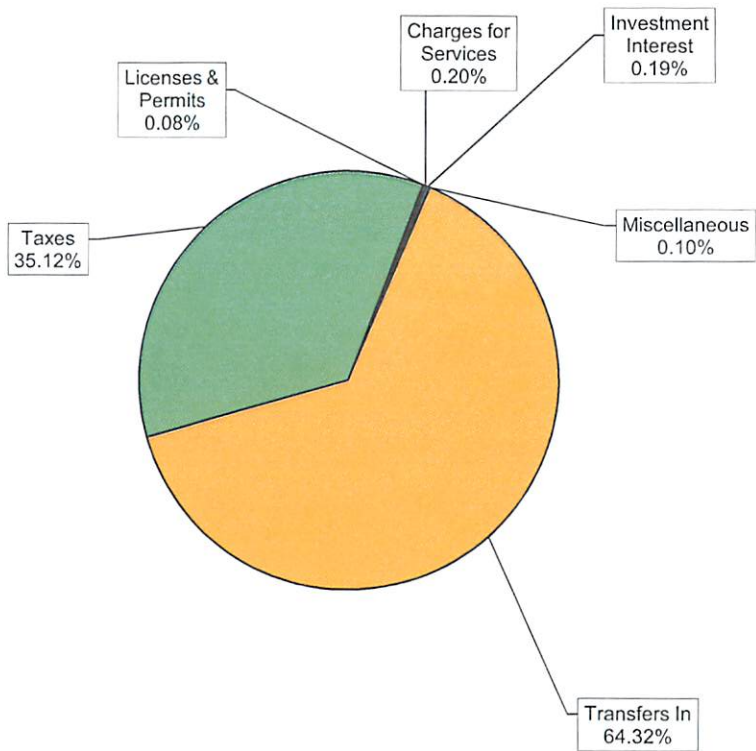
| <u>Fund / Department<br/>*Number</u> | <u>Fund / Department<br/>Description</u> | <u>Page<br/>Number</u> |
|--------------------------------------|------------------------------------------|------------------------|
| 040                                  | Budget Summary                           | 98                     |
| 040                                  | Budget Chart                             | 99                     |
| 040                                  | <b>Individual Fund:</b><br>Fire          | 100                    |

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

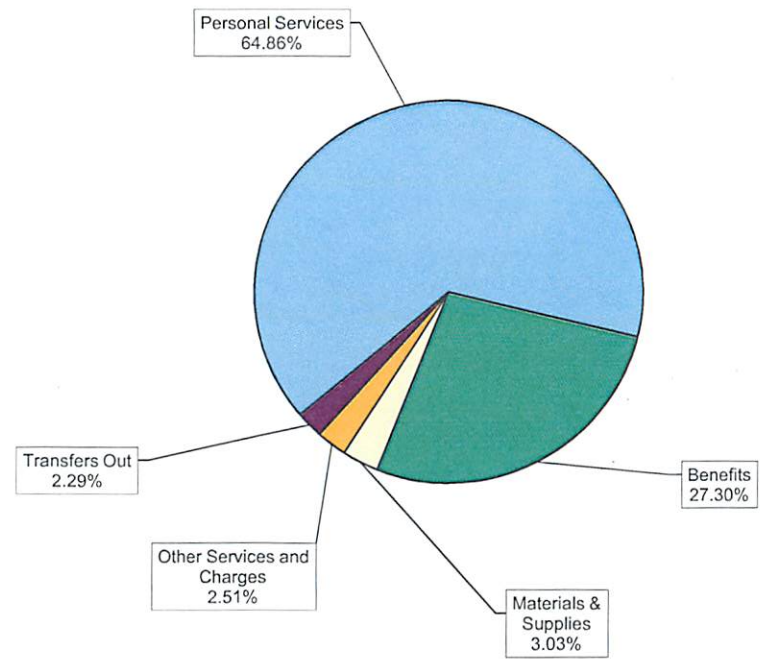
**FIRE FUND BUDGET SUMMARY - FISCAL YEAR 2018-2019**

|                                    | <b>PRIOR YEAR<br/>ACTUAL<br/>FY 16-17</b> | <b>CURRENT YEAR<br/>BUDGET AS AMENDED<br/>FY 17-18</b> | <b>CURRENT YEAR<br/>ACTUAL (Est.)<br/>FY 17-18</b> | <b>BUDGET YEAR<br/>FINAL<br/>FY 18-19</b> |
|------------------------------------|-------------------------------------------|--------------------------------------------------------|----------------------------------------------------|-------------------------------------------|
| <b>ESTIMATED REVENUE:</b>          |                                           |                                                        |                                                    |                                           |
| Taxes                              | 2,203,066                                 | 2,216,647                                              | 2,836,507                                          | 4,107,509                                 |
| Licenses & Permits                 | 9,300                                     | 10,001                                                 | 9,862                                              | 9,717                                     |
| Charges for Services               | 26,638                                    | 22,304                                                 | 18,934                                             | 22,864                                    |
| Investment Interest                | 20,914                                    | 21,635                                                 | 19,754                                             | 21,765                                    |
| Miscellaneous                      | 16,083                                    | 16,530                                                 | 15,244                                             | 11,448                                    |
| Transfers In                       | 7,672,732                                 | 8,034,063                                              | 7,986,864                                          | 7,522,644                                 |
| Intergovernmental                  | -                                         | -                                                      | -                                                  | -                                         |
| <b>TOTAL REVENUE</b>               | <b>9,948,733</b>                          | <b>10,321,180</b>                                      | <b>10,887,165</b>                                  | <b>11,695,947</b>                         |
| Use / (Gain) of Fund Balance       | 213,912                                   | 260,524                                                | (385,502)                                          | (755,644)                                 |
| <b>TOTAL RESOURCES</b>             | <b>10,162,645</b>                         | <b>10,581,704</b>                                      | <b>10,501,663</b>                                  | <b>10,940,303</b>                         |
| <b>PROPOSED EXPENDITURES:</b>      |                                           |                                                        |                                                    |                                           |
| <b>Fire Department - Operating</b> |                                           |                                                        |                                                    |                                           |
| Personal Services                  | 6,707,588                                 | 6,830,083                                              | 6,825,988                                          | 7,096,211                                 |
| Benefits                           | 2,794,244                                 | 2,950,506                                              | 2,918,520                                          | 2,987,205                                 |
| Materials & Supplies               | 237,302                                   | 321,354                                                | 284,935                                            | 331,950                                   |
| Other Services and Charges         | 208,625                                   | 269,761                                                | 262,220                                            | 274,937                                   |
| Transfers Out                      | 214,886                                   | 210,000                                                | 210,000                                            | 250,000                                   |
| Capital Outlay                     | -                                         | -                                                      | -                                                  | -                                         |
| <b>TOTAL EXPENDITURES</b>          | <b>10,162,645</b>                         | <b>10,581,704</b>                                      | <b>10,501,663</b>                                  | <b>10,940,303</b>                         |
| <b>RESERVE OF FUND BALANCE</b>     |                                           |                                                        |                                                    | <b>534,515</b>                            |

**ESTIMATED REVENUES FIRE FUND**  
**FY 2018-2019**  
**Total \$11,695,947**



**ESTIMATED EXPENDITURES FIRE FUND**  
**FY 2018-2019**  
**Total \$10,940,303**





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

| EXPENDITURES         | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| PERSONAL SERVICES    | 6,707,588           | 6,830,083                      | 6,825,988                        | 7,096,211           |
| BENEFITS             | 2,794,244           | 2,950,506                      | 2,918,520                        | 2,987,205           |
| MATERIALS & SUPPLIES | 237,302             | 321,354                        | 284,935                          | 331,950             |
| OTHER SERVICES       | 208,625             | 269,761                        | 262,220                          | 274,937             |
| TRANSFERS            | 214,886             | 210,000                        | 210,000                          | 250,000             |
| <b>TOTAL</b>         | <b>10,162,645</b>   | <b>10,581,704</b>              | <b>10,501,663</b>                | <b>10,940,303</b>   |

| REVENUES             | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| TAXES                | 2,203,066           | 2,216,647                      | 2,836,507                        | 4,107,509           |
| LICENSES & PERMITS   | 9,300               | 10,001                         | 9,862                            | 9,717               |
| CHARGES FOR SERVICES | 26,638              | 22,304                         | 18,934                           | 22,864              |
| INVESTMENT INTEREST  | 20,914              | 21,635                         | 19,754                           | 21,765              |
| MISCELLANEOUS        | 14,863              | 13,357                         | 11,197                           | 11,448              |
| ASSET RETIREMENT     | 1,220               | 3,173                          | 4,047                            | -                   |
| TRANSFERS IN         | 7,672,732           | 8,034,063                      | 7,986,864                        | 7,522,644           |
| <b>TOTAL</b>         | <b>9,948,733</b>    | <b>10,321,180</b>              | <b>10,887,165</b>                | <b>11,695,947</b>   |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES   | EXPENSES   | FUND<br>BALANCE |
|----------------------------|---------------------|------------|------------|-----------------|
| 6/30/2015                  | 888,234             | 10,147,712 | 9,854,203  | 1,181,744       |
| 6/30/2016                  | 1,181,744           | 9,948,733  | 10,162,645 | 967,832         |
| 6/30/2017                  | 967,832             | 10,887,165 | 10,501,663 | 1,353,334       |
| 6/30/2018                  | 1,353,334           | 11,695,947 | 10,940,303 | 2,108,978       |

Excludes Transfers Out (534,515) 5% Reserve  
1,574,463

FY 17-18 - Ordinance 3308 which was effective 1/1/18 increased sales tax to this fund .2166%.

FINAL BUDGET 2018-2019

| PERSONAL SERVICES (6410 - SWORN EMPLOYEES) |                  |
|--------------------------------------------|------------------|
| 10-01 SALARIES                             | 5,810,080        |
| 10-05 COMMITTEE INCENTIVE PAY              | 26,715           |
| 10-06 COLLEGE INCENTIVE                    | 31,000           |
| 10-08 OVERTIME OT1                         | 147,826          |
| 10-09 CONSTANT MANNING OT2                 | 100,000          |
| 10-10 LONGEVITY                            | 98,231           |
| 10-11 SICK LEAVE BUYBACK - OVER BANK       | 80,500           |
| 10-12 VACATION BUYBACK                     | 26,000           |
| 10-13 PDO BUYBACK                          | 146,500          |
| 10-14 SICK LEAVE INCENTIVE                 | 63,000           |
| 10-15 EMT-D                                | 115,000          |
| 10-16 HAZ MAT PAY                          | 90,000           |
| 10-17 ADDITIONAL INCENTIVE                 | 6,170            |
| 10-18 SEPARATION PAY                       | 50,000           |
| 10-19 INSPECTOR ON CALL                    | 5,300            |
| 10-24 STATE INSPECTOR                      | 3,500            |
| 10-95 1X SALARY ADJUSTMENT                 | 13,245           |
| <b>PERSONAL SERVICES - SWORN</b>           | <b>6,813,067</b> |

| PERSONAL SERVICES (6420 - CIVILIAN EMPLOYEES) |                |
|-----------------------------------------------|----------------|
| 10-01 SALARIES                                | 261,048        |
| 10-03 OVERTIME                                | 1,000          |
| 10-05 COMMITTEE INCENTIVE PAY                 | 600            |
| 10-07 ALLOWANCES                              | 5,071          |
| 10-10 LONGEVITY                               | 4,231          |
| 10-11 SICK LEAVE BUYBACK - OVER BANK          | 5,000          |
| 10-12 VACATION BUYBACK                        | 2,300          |
| 10-13 PDO BUYBACK                             | 1,500          |
| 10-14 SICK LEAVE INCENTIVE                    | 1,800          |
| 10-95 1X SALARY ADJUSTMENT                    | 594            |
| <b>PERSONAL SERVICES - CIVILIAN</b>           | <b>283,144</b> |

**TOTAL PERSONAL SERVICES** **7,096,211**

(CONTINUED)

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

| PERMANENT STAFFING              | FY 18-19     | FY 17-18     |
|---------------------------------|--------------|--------------|
| <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>            |              |              |
| Admin. Secretary                | 1            | 1            |
| Fire Chief                      | 1            | 1            |
| Programs Manager                | 1            | 1            |
| Communications Coordinator - IT | 0.27         | 0            |
| <b>TOTAL</b>                    | <b>3.27</b>  | <b>3.00</b>  |
| <b>TOTAL 6410 &amp; 6420</b>    | <b>83.27</b> | <b>83.00</b> |

FY 17-18: Moved Communications Coordinator to Fund 70 (EOC)  
 FY 18-19: Moved Communications Coordinator from Fund 70 (EOC)

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

|                                     |               |
|-------------------------------------|---------------|
| Copy Rental and Supplies            | 2,500         |
| Pest Control                        | 2,500         |
| Employment Ads                      | 1,000         |
| Polygraphs for New Hires            | 300           |
| Contract Negotiations & Arbitration | 13,700        |
| <b>TOTAL</b>                        | <b>20,000</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  
 2018-19 - 83.27

| <b>BENEFITS (6410 - SWORN EMPLOYEES)</b> |                  |
|------------------------------------------|------------------|
| 15-01 SOCIAL SECURITY                    | 98,789           |
| 15-02 EMPLOYEES' RETIREMENT              | 1,198,398        |
| 15-03 GROUP INSURANCE                    | 767,242          |
| 15-04 WORKERS COMP INSURANCE             | 255,818          |
| 15-07 UNIFORMS & PROTECTIVE GEAR         | 28,000           |
| 15-13 LIFE                               | 12,960           |
| 15-14 DENTAL                             | 84,918           |
| 15-20 OVERHEAD HEALTH COST               | 25,920           |
| 15-26 MEDICAL & PHYSICALS                | 37,500           |
| 15-98 RETIREE INSURANCE                  | 354,125          |
| <b>TOTAL BENEFITS-SWORN</b>              | <b>2,863,671</b> |

| <b>BENEFITS (6420 - CIVILIAN EMPLOYEES)</b> |                |
|---------------------------------------------|----------------|
| 15-01 SOCIAL SECURITY                       | 21,661         |
| 15-02 EMPLOYEES' RETIREMENT                 | 47,860         |
| 15-03 GROUP INSURANCE                       | 32,662         |
| 15-06 TRAVEL & SCHOOL                       | 4,000          |
| 15-13 LIFE                                  | 530            |
| 15-14 DENTAL                                | 3,916          |
| 15-20 OVERHEAD HEALTH COST                  | 1,509          |
| 15-98 RETIREE INSURANCE                     | 11,397         |
| <b>TOTAL BENEFITS-CIVILIAN</b>              | <b>123,535</b> |

**TOTAL BENEFITS** **2,987,205**

| <b>MATERIALS &amp; SUPPLIES</b>       |                |
|---------------------------------------|----------------|
| 20-34 MAINTENANCE OF EQUIPMENT        | 23,010         |
| 20-35 SMALL TOOLS & EQUIP             | 10,000         |
| 20-37 SCBA PARTS & SUPPLIES           | 16,910         |
| 20-38 EMS SUPPLIES                    | 10,075         |
| 20-41 SUPPLIES                        | 20,000         |
| 20-63 FLEET FUEL                      | 56,956         |
| 20-64 FLEET PARTS                     | 108,538        |
| 20-65 FLEET LABOR                     | 72,861         |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>318,350</b> |

(CONTINUED)

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

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

|                                                                |        |
|----------------------------------------------------------------|--------|
| Printing of Test Materials and Room Rental for Promotion Tests | 11,700 |
| TOTAL                                                          | 11,700 |

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                                | 5,569          |
| 30-23 UPKEEP REAL PROPERTY                            | 15,000         |
| 30-40 CONTRACTUAL                                     | 20,000         |
| 30-43 ANNUAL SOFTWARE MAINTENANCE                     | 27,549         |
| 30-54 VEHICLE ACCIDENT INSURANCE                      | 4,000          |
| 30-72 MEMBERSHIPS & SUBSCRIPTIONS                     | 6,000          |
| 30-85 INSUR: FIRE, THEFT, LIAB, LABOR RELATIONS       | 69,697         |
| 30-86 AUDIT                                           | 2,022          |
| 31-01 UTILITIES                                       | 48,000         |
| 31-02 COMMUNICATIONS                                  | 9,000          |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b>             | <b>206,837</b> |

|                                 |                |
|---------------------------------|----------------|
| <b>TRANSFERS OUT</b>            |                |
| 80-41 FIRE CAPITALIZATION (041) | 250,000        |
| <b>TOTAL TRANSFERS OUT</b>      | <b>250,000</b> |

**FIRE PREVENTION DIVISION**

|                                       |              |
|---------------------------------------|--------------|
| <b>MATERIALS &amp; SUPPLIES</b>       |              |
| 20-34 MAINTENANCE OF EQUIPMENT        | 100          |
| 20-41 SUPPLIES                        | 6,500        |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>6,600</b> |

|                                           |              |
|-------------------------------------------|--------------|
| <b>OTHER SERVICES &amp; CHARGES</b>       |              |
| 30-72 MEMBERSHIPS/SUBSCRIPTIONS           | 2,000        |
| 30-73 PUBLICATIONS                        | 2,400        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>4,400</b> |

**TRAINING DIVISION**

|                                       |              |
|---------------------------------------|--------------|
| <b>MATERIALS &amp; SUPPLIES</b>       |              |
| 20-34 MAINTENANCE OF EQUIPMENT        | 1,000        |
| 20-41 SUPPLIES                        | 6,000        |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>7,000</b> |

|                                           |               |
|-------------------------------------------|---------------|
| <b>OTHER SERVICES &amp; CHARGES</b>       |               |
| 30-40 CONTRACTUAL                         | 11,700        |
| 30-73 PUBLICATIONS                        | 2,000         |
| 30-75 TUITION/FEEES FOR TRAINING & CONF   | 50,000        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>63,700</b> |

|                                 |                   |
|---------------------------------|-------------------|
| <b>TOTAL DEPARTMENT REQUEST</b> | <b>10,940,303</b> |
|---------------------------------|-------------------|



**FUND: Fire (040)**

**DEPARTMENT: Fire Department**

**SIGNIFICANT EXPENDITURE CHANGES:**

Overtime expenses will be increased to cover the higher daily staffing model to meet the increased staff response to structure fires while still allowing for a unit to remain in service for additional calls. Next fiscal year (FY19/20), three positions will be filled to replace this year's overtime plan.

**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 2018/19, the Fire Department has budgeted for 83.27 personnel leaving only the civilian Public Education position vacant and unfunded FY18/19. 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 fire department is part of an Oklahoma county wild land firefighting task force, which deploys to other counties

within the state, for mutual aid with large grass fires. The fire 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.

## 2018/2019 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 2018-2019 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. Continue to update and revise the department standard operating procedures.
2. From the ESCI Master Study recommendations, continue to work with command staff to complete the findings outlined in the Strategic Plan for the department.
3. Continue a capital replacement action plan for fire apparatus and Self-Contained Breathing Apparatus (SCBA) with available funding.
4. Work with IT to move to a city maintained radio system (MOSAIC) independent of the OKWIN system, for self-reliance and independence from a state operated radio system.
5. Test and evaluate the recently updated Tyler CAD mobile application to find ways to improve the recording of fire department response times.
6. Through capital funding, replace 1/3 of fire suppression fire bunker coats and pants.
7. A grant application was submitted for federal funding for the replacement of SCBA's, if awarded, research and bidding will be conducted to utilize the funding for replacement gear.
8. Fulfill the funding awarded to us from the Hospital Authority Grant for those projects submitted and funded.
9. Should bond funding be approved by the citizens, work towards the beginning stages of those projects within the fire department purview.

# Special Funds

# City of Midwest City, Oklahoma

## Special Revenue - Index

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## City of Midwest City, Oklahoma

### Special Revenue - Index

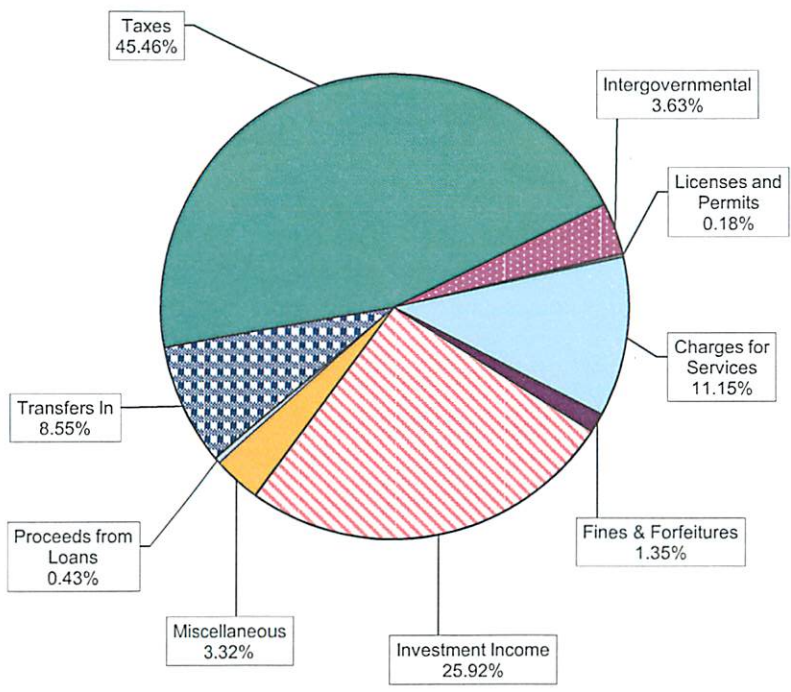
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\* **Note:** Three digit codes represent the Fund Number  
Two digit codes represent the Department Number

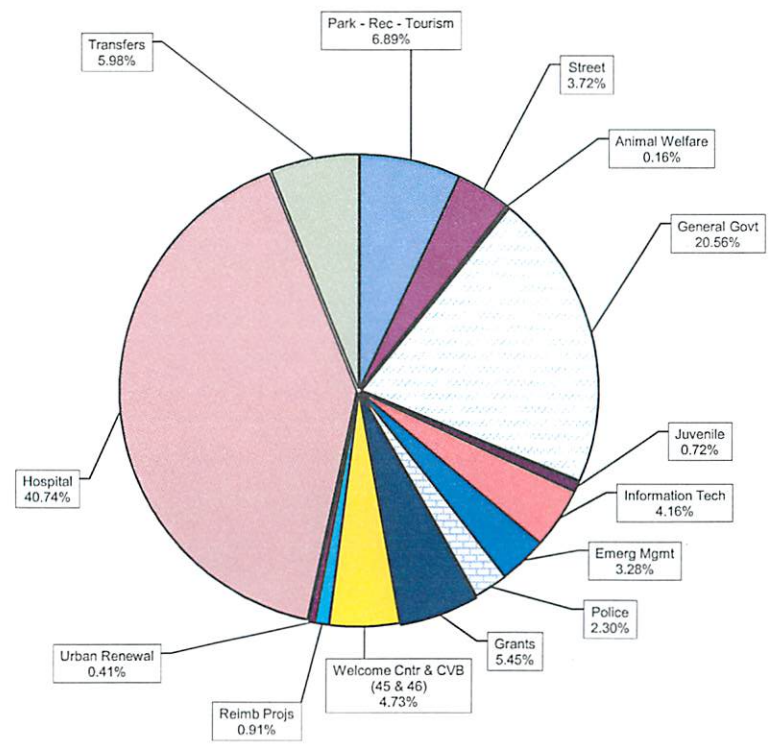
**SPECIAL REVENUE FUNDS BUDGET SUMMARY - FISCAL YEAR 2018-2019**

|                                   | PRIOR YEAR<br>ACTUAL<br>FY 16-17 | CURRENT YEAR<br>BUDGET AS AMENDED<br>FY 17-18 | CURRENT YEAR<br>ACTUAL (Est.)<br>FY 17-18 | BUDGET YEAR<br>FINAL<br>FY 18-19 |
|-----------------------------------|----------------------------------|-----------------------------------------------|-------------------------------------------|----------------------------------|
| <b>ESTIMATED REVENUE:</b>         |                                  |                                               |                                           |                                  |
| Taxes                             | 3,219,394                        | 3,216,492                                     | 3,876,672                                 | 5,211,950                        |
| Intergovernmental                 | 1,136,121                        | 1,254,122                                     | 1,246,840                                 | 416,492                          |
| Licenses and Permits              | 23,400                           | 21,622                                        | 17,467                                    | 20,434                           |
| Charges for Services              | 2,605,617                        | 2,751,683                                     | 1,922,260                                 | 1,278,579                        |
| Fines & Forfeitures               | 200,475                          | 217,246                                       | 166,858                                   | 155,216                          |
| Investment Income                 | 13,521,061                       | 3,000,021                                     | 10,492,584                                | 2,971,415                        |
| Miscellaneous                     | 1,565,568                        | 551,297                                       | 1,630,710                                 | 380,538                          |
| Proceeds from Loans               | 44,826                           | 47,120                                        | 47,120                                    | 49,530                           |
| Transfers In                      | 1,720,556                        | 1,257,824                                     | 1,266,887                                 | 979,837                          |
| <b>TOTAL REVENUE</b>              | <b>24,037,018</b>                | <b>12,317,427</b>                             | <b>20,667,398</b>                         | <b>11,463,991</b>                |
| Use / (Gain) of Fund Balance      | (5,472,688)                      | 9,738,105                                     | 454,023                                   | 886,958                          |
| <b>TOTAL RESOURCES</b>            | <b>18,564,330</b>                | <b>22,055,532</b>                             | <b>21,121,421</b>                         | <b>12,350,949</b>                |
| <b>PROPOSED EXPENDITURES:</b>     |                                  |                                               |                                           |                                  |
| Park - Recreation - Tourism       | 593,206                          | 1,052,401                                     | 965,277                                   | 851,503                          |
| Street                            | 1,777,950                        | 982,195                                       | 982,195                                   | 460,000                          |
| Animal Welfare                    | 4,250                            | 72,750                                        | 72,750                                    | 20,000                           |
| General Government (09, 35 & 310) | 1,008,471                        | 2,147,462                                     | 2,146,813                                 | 2,539,378                        |
| Juvenile                          | 178,396                          | 106,633                                       | 71,292                                    | 88,362                           |
| Information Technology            | 443,881                          | 580,169                                       | 577,332                                   | 513,480                          |
| Emergency Management              | 409,151                          | 515,017                                       | 513,292                                   | 404,808                          |
| Police                            | 177,419                          | 338,879                                       | 288,715                                   | 284,107                          |
| Grants                            | 985,693                          | 1,549,513                                     | 1,022,718                                 | 672,896                          |
| 29th Street Redevelopment         | 407,016                          | 4,011,285                                     | 3,987,191                                 | -                                |
| Welcome Cntr & CVB (45 & 46)      | 518,721                          | 597,442                                       | 575,095                                   | 584,356                          |
| Reimbursed Projects               | 417,203                          | 765,174                                       | 717,471                                   | 111,902                          |
| Urban Renewal                     | 525                              | 50,500                                        | 26,235                                    | 50,500                           |
| Hospital                          | 9,648,112                        | 7,171,070                                     | 7,073,231                                 | 5,031,171                        |
| Transfers                         | 1,994,336                        | 2,115,042                                     | 2,101,814                                 | 738,486                          |
| <b>TOTAL EXPENDITURES</b>         | <b>18,564,330</b>                | <b>22,055,532</b>                             | <b>21,121,421</b>                         | <b>12,350,949</b>                |
| <b>RESERVE OF FUND BALANCE</b>    |                                  |                                               |                                           | <b>31,301</b>                    |

**ESTIMATED REVENUES SPECIAL REVENUE FUNDS  
FY 2018-2019  
Total \$11,463,991**



**ESTIMATED EXPENDITURES SPECIAL REVENUE FUNDS  
FY 2018-2019  
Total \$12,350,949**



**BUDGET SUMMARY BY DEPARTMENT & CATEGORY FISCAL YEAR 2018 - 2019 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              | 321,991           | 242,906        | 76,519               | -                        | 901,596              | 417,096          | -                | -              | -               | 1,960,108         |
| 13           | STREET AND ALLEY                    | -                 | -              | 100,000              | -                        | 60,000               | 300,000          | -                | -              | -               | 460,000           |
| 14           | TECHNOLOGY                          | 111,680           | 39,770         | -                    | -                        | 362,030              | -                | -                | -              | -               | 513,480           |
| 15           | STREET LIGHTING FEE                 | 20,000            | 1,530          | 2,500                | -                        | 75,500               | 201,000          | -                | -              | -               | 300,530           |
| 16           | REIMBURSED PROJECTS                 | -                 | -              | 1,000                | -                        | 60,020               | -                | 50,882           | -              | -               | 111,902           |
| 25           | JUVENILE                            | 59,939            | 22,496         | 1,872                | -                        | 4,055                | -                | -                | -              | -               | 88,362            |
| 30           | POLICE STATE SEIZURES               | -                 | 4,000          | 2,375                | -                        | 5,000                | 5,000            | -                | -              | -               | 16,375            |
| 31           | SPECIAL POLICE PROJECTS             | -                 | -              | 3,000                | -                        | 7,000                | 5,000            | -                | -              | -               | 15,000            |
| 33           | POLICE FEDERAL PROJECTS             | -                 | 5,000          | 3,750                | -                        | 4,500                | 5,000            | -                | -              | -               | 18,250            |
| 34           | POLICE LAB FEE                      | -                 | 4,500          | 6,000                | -                        | 1,500                | -                | -                | -              | -               | 12,000            |
| 35           | EMPLOYEE ACTIVITY                   | -                 | -              | 2,300                | -                        | 7,350                | -                | -                | -              | -               | 9,650             |
| 36           | POLICE JAIL                         | -                 | 4,500          | 72,100               | -                        | 26,890               | 7,200            | -                | -              | -               | 110,690           |
| 37           | POLICE IMPOUND FEES                 | 12,719            | 15,973         | 3,100                | -                        | 75,000               | 5,000            | -                | 60,000         | -               | 171,792           |
| 45           | WELCOME CENTER                      | 113,422           | 34,840         | 16,400               | -                        | 36,992               | 45,709           | -                | -              | -               | 247,363           |
| 46           | CONVENTION & VISITORS BUREAU        | 146,062           | 55,611         | 1,750                | -                        | 132,570              | 1,000            | -                | -              | -               | 336,993           |
| 70           | EMERGENCY OPERATIONS                | 297,875           | 68,227         | 2,893                | -                        | 22,313               | 13,500           | -                | 80,000         | -               | 484,808           |
| 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 - 7812 BASEBALL            | -                 | -              | 5,000                | -                        | 10,000               | -                | -                | -              | -               | 15,000            |
| 115          | ACTIVITY - 7813 PAVILIONS           | -                 | -              | -                    | -                        | 27,700               | 20,000           | -                | -              | -               | 47,700            |
| 115          | ACTIVITY - 7815 MISC. PROGRAMS      | -                 | -              | 25,672               | -                        | 5,250                | -                | -                | -              | -               | 30,922            |
| 115          | ACTIVITY - 7816 NATURE TRAILS       | -                 | -              | 500                  | -                        | -                    | -                | -                | -              | -               | 500               |
| 115          | ACTIVITY - 7817 TREE BOARD          | -                 | -              | -                    | -                        | 5,000                | -                | -                | -              | -               | 5,000             |
| 115          | ACTIVITY - 7822 RENAISSANCE RUN     | -                 | -              | 5,800                | -                        | 2,000                | -                | -                | -              | -               | 7,800             |
| 123          | PARK & RECREATION - 06 PARK & REC   | 58,624            | 25,602         | 5,000                | -                        | 298,173              | 257,000          | -                | -              | -               | 644,399           |
| 123          | PARK & RECREATION - 23 PARK PLAY    | -                 | -              | -                    | -                        | 6,500                | -                | -                | -              | -               | 6,500             |
| 141          | CDBG - GRANTS MGMT                  | 223,023           | 98,565         | 500                  | -                        | 3,099                | 1,000            | -                | -              | 252,509         | 578,696           |
| 142          | GRANTS - 37 HOUSING                 | -                 | -              | -                    | -                        | 94,200               | -                | -                | -              | -               | 94,200            |
| 143          | GRANTS - 21 EMERGENCY OPERATIONS    | -                 | -              | -                    | -                        | -                    | -                | -                | 15,000         | -               | 15,000            |
| 201          | URBAN RENEWAL                       | -                 | -              | 250                  | -                        | 50,250               | -                | -                | -              | -               | 50,500            |
| 220          | ANIMALS BEST FRIEND                 | -                 | -              | 15,000               | -                        | 5,000                | -                | -                | -              | -               | 20,000            |
| 225          | HOTEL/MOTEL                         | -                 | -              | -                    | -                        | -                    | -                | -                | 582,411        | -               | 582,411           |
| 235          | MUNICIPAL COURT                     | -                 | -              | -                    | -                        | -                    | -                | -                | 1,075          | -               | 1,075             |
| 310          | DISASTER RELIEF                     | 116,324           | 32,766         | 5,000                | -                        | 115,000              | -                | -                | -              | -               | 269,090           |
| 425          | HOSPITAL AUTHORITY COMPOUNDED PRINC | -                 | -              | -                    | -                        | -                    | -                | -                | -              | -               | -                 |
| 425          | HOSPITAL AUTHORITY EXPANSION        | -                 | -              | -                    | -                        | -                    | -                | -                | -              | -               | -                 |
| 425          | HOSPITAL AUTHORITY DISCRETIONARY    | 136,110           | 47,437         | 2,000                | -                        | 1,754,595            | -                | -                | -              | -               | 1,940,142         |
| 425          | HOSPITAL AUTHORITY IN LIEU OF TAXES | -                 | 4,500          | -                    | 120,000                  | 75,000               | 1,035,000        | 1,856,529        | -              | -               | 3,091,029         |
| <b>TOTAL</b> |                                     | <b>1,632,569</b>  | <b>709,356</b> | <b>393,781</b>       | <b>120,000</b>           | <b>4,278,333</b>     | <b>2,318,505</b> | <b>1,907,411</b> | <b>738,486</b> | <b>252,509</b>  | <b>12,350,949</b> |

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

| EXPENDITURES         | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| PERSONAL SERVICES    | -                   | -                              | -                                | 321,991             |
| BENEFITS             | -                   | -                              | -                                | 242,906             |
| MATERIALS & SUPPLIES | -                   | -                              | -                                | 76,519              |
| OTHER SERVICES       | 126,144             | 279,417                        | 279,417                          | 901,596             |
| CAPITAL OUTLAY       | 540,663             | 1,311,189                      | 1,311,189                        | 417,096             |
| TRANSFERS OUT        | 97,300              | 599                            | 599                              | -                   |
| <b>TOTAL</b>         | <b>764,107</b>      | <b>1,591,205</b>               | <b>1,591,205</b>                 | <b>1,960,108</b>    |

| REVENUES         | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| TAXES            | 420,238             | 422,829                        | 1,019,534                        | 2,272,459           |
| INTEREST         | 33,234              | 29,024                         | 32,228                           | 33,478              |
| MISCELLANEOUS    | 34,444              | 29,958                         | 47,859                           | 9,000               |
| ASSET RETIREMENT | 585                 | 61,690                         | 65,790                           | -                   |
| TRANSFER IN      | 20,016              | 7,726                          | 6,362                            | 7,722               |
| <b>TOTAL</b>     | <b>508,517</b>      | <b>551,227</b>                 | <b>1,171,773</b>                 | <b>2,322,659</b>    |

| BUDGETARY | BUDGET<br>FUND BAL. | REVENUES  | EXPENSES  | FUND<br>BALANCE |               |
|-----------|---------------------|-----------|-----------|-----------------|---------------|
| 6/30/2015 | 2,053,701           | 680,934   | 804,610   | 1,930,025       | 6/30/16       |
| 6/30/2016 | 1,930,025           | 508,517   | 764,107   | 1,674,435       | 6/30/17       |
| 6/30/2017 | 1,674,435           | 1,171,773 | 1,591,205 | 1,255,003       | 6/30/18 - EST |
| 6/30/2018 | 1,255,003           | 2,322,659 | 1,960,108 | 1,617,554       | 6/30/19 - 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.*

**FY 17-18**  
*Ordinance 3308 effective 1/1/18 increased sales tax for this fund .2139%.*

**FINAL BUDGET 2018-2019**

| CITY MANAGER - 0110                          |                |
|----------------------------------------------|----------------|
| <b>PERSONAL SERVICES</b>                     |                |
| 10-01 SALARIES                               | 271,001        |
| 10-03 OVERTIME                               | 500            |
| 10-07 ALLOWANCES                             | 7,017          |
| 10-10 LONGEVITY                              | 3,686          |
| 10-11 SL BUYBACK-OVER BANK                   | 4,413          |
| 10-12 VACATION BUYBACK                       | 4,645          |
| 10-13 PDO BUYBACK                            | 2,087          |
| 10-14 SL INCENTIVE PAY                       | 1,755          |
| 10-95 1X SALARY ADJUSTMENT                   | 487            |
| <b>TOTAL PERSONAL SERVICES</b>               | <b>295,591</b> |
| <b>BENEFITS</b>                              |                |
| 15-01 SOCIAL SECURITY                        | 22,613         |
| 15-02 EMPLOYEES' RETIREMENT                  | 41,383         |
| 15-03 GROUP INSURANCE                        | 29,401         |
| 15-06 TRAVEL & SCHOOL                        | 8,000          |
| 15-13 LIFE                                   | 478            |
| 15-14 DENTAL                                 | 3,097          |
| 15-20 OVERHEAD HEALTH CARE COST              | 1,732          |
| 15-98 RETIREE INSURANCE                      | 4,097          |
| <b>TOTAL BENEFITS</b>                        | <b>110,800</b> |
| <b>MATERIALS &amp; SUPPLIES</b>              |                |
| 20-41 SUPPLIES                               | 3,600          |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b>        | <b>3,600</b>   |
| <b>OTHER SERVICES &amp; CHARGES</b>          |                |
| 30-01 UTILITIES                              | 990            |
| 30-40 CONTRACTUAL                            | 1,425          |
| 30-72 MEMBERSHIPS & SUBSCRIPTIONS            | 6,140          |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b>    | <b>8,555</b>   |
| <b>TOTAL DIVISION REQUEST - CITY MANAGER</b> | <b>418,546</b> |

(CONTINUED)

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

**PERMANENT STAFFING FY 18-19**

|                          |             |
|--------------------------|-------------|
| City Manager - 0110      |             |
| City Manager             | 0.5         |
| Asst. City Manager       | 0.65        |
| Executive Secretary      | 0.8         |
| Administrative Secretary | 1           |
| <b>TOTAL</b>             | <b>2.95</b> |

|                            |          |
|----------------------------|----------|
| <b>GENERAL GOVT - 1410</b> |          |
| Mayor - Council            | 7        |
| <b>TOTAL</b>               | <b>7</b> |

**TOTAL 0110 & 1410 9.95**

City Manager - funded 25% PWA (075), 25% Hospital Authority (425)  
 Asst. City Manager - funded 15% Reed Center Hotel Operations (195), 10% Risk (202), 10% Hospital Authority (425)  
 Executive Secretary - funded 20% Hospital Authority (425)

**CONTRACTUAL (30-40) CITY MANAGER FY 18-19**

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

**CONTRACTUAL (30-40) GENERAL GOVT FY 18-19**

|                                             |                |
|---------------------------------------------|----------------|
| Postage Meter Rental (Pitney Bowes)         | 3,924          |
| Copiers (Print Room, City Mgr, 1st Floor)   | 10,500         |
| Mid-DeI Youth & Family Center               | 50,000         |
| Transit Embark                              | 140,000        |
| ACOG                                        | 37,000         |
| County Assessor (Board of Cnty Comm)        | 12,000         |
| Oklahoma Municipal League                   | 35,000         |
| MLK Breakfast                               | 5,000          |
| Youth Excel                                 | 5,000          |
| Code Supplements                            | 7,000          |
| Annual Awards Banquet                       | 7,000          |
| Document Destruction                        | 1,500          |
| Mid-DeI Tinker 100 Club                     | 1,500          |
| Ok County Criminal Justice Advisory Council | 2,700          |
| Miscellaneous                               | 17,000         |
| Dalaprose                                   | 16,000         |
| <b>TOTAL</b>                                | <b>351,124</b> |

**CONTRACTUAL (30-40) VARIOUS DEPTS FY 18-19**

|                                        |               |
|----------------------------------------|---------------|
| Painting Community Center (Park & Rec) | 15,000        |
| ESRI Insights (Com Dev)                | 3,000         |
| ESRI Users (Com Dev)                   | 10,000        |
| ESRI Training Pack (Com Dev)           | 5,000         |
| ESRI ELA (Com Dev)                     | 20,000        |
| GIS Consulting (Com Dev)               | 10,000        |
| Cityworks PLL (Com Dev)                | 30,000        |
| <b>TOTAL</b>                           | <b>93,000</b> |

**PERSONNEL**  
**POSITIONS**  
**SUMMARY:**  
 2018-19 - 9.95

**GENERAL GOVERNMENT - 1410**

|                                |               |
|--------------------------------|---------------|
| <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    | 88,412         |
| 15-06 TRAVEL & SCHOOL           | 15,000         |
| 15-13 LIFE                      | 324            |
| 15-14 DENTAL                    | 1,641          |
| 15-20 OVERHEAD HEALTH CARE COST | 648            |
| 15-98 RETIREE INSURANCE         | 9,478          |
| <b>TOTAL BENEFITS</b>           | <b>132,106</b> |

|                                       |               |
|---------------------------------------|---------------|
| <b>MATERIALS &amp; SUPPLIES</b>       |               |
| 20-30 POSTAGE                         | 39,219        |
| 20-34 MAINTENANCE OF EQUIPMENT        | 900           |
| 20-41 SUPPLIES                        | 32,800        |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>72,919</b> |

|                                           |                |
|-------------------------------------------|----------------|
| <b>OTHER SERVICES &amp; CHARGES</b>       |                |
| 30-01 UTILITIES & COMMUNICATIONS          | 202,252        |
| 30-21 SURPLUS PROPERTY                    | 12,097         |
| 30-40 CONTRACTUAL                         | 351,124        |
| 30-43 HARDWARE/SOFTWARE MAINT.            | 25,874         |
| 30-49 CREDIT CARD FEES                    | 19,000         |
| 30-51 OTHER GOVERNMENT EXPENSE            | 8,500          |
| 30-72 MEMBERSHIPS & SUBSCRIPTIONS         | 2,300          |
| 30-75 LEGAL PUBLICATIONS                  | 6,385          |
| 30-82 BONDS                               | 1,290          |
| 30-83 ELECTION EXPENSES                   | 25,000         |
| 30-85 INSURANCE                           | 59,749         |
| 30-86 AUDIT                               | 86,470         |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>800,041</b> |

**TOTAL DIVISION REQUEST - GENERAL GOVT 1,031,466**

**VARIOUS**

|                                           |               |
|-------------------------------------------|---------------|
| <b>OTHER SERVICES &amp; CHARGES</b>       |               |
| 30-40 CONTRACTUAL                         | 93,000        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>93,000</b> |

|                             |                |
|-----------------------------|----------------|
| <b>CAPITAL OUTLAY</b>       |                |
| 40-01 VEHICLES              | 111,750        |
| 40-02 EQUIPMENT             | 122,430        |
| 40-14 REMODEL               | 93,516         |
| 40-49 COMPUTERS             | 49,400         |
| 40-50 SOFTWARE              | 40,000         |
| <b>TOTAL CAPITAL OUTLAY</b> | <b>417,096</b> |

**TOTAL DIVISION REQUEST 510,096**

**TOTAL DEPARTMENT REQUEST 1,960,108**

*See schedule for detail of capital items by department*

**(CONTINUED)**

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

CAPITAL OUTLAY FY 18-19

|                                          |            |         |
|------------------------------------------|------------|---------|
| (4) Desktop Computers                    | CTY MGR    | 3,200   |
| (2) I-Pads                               | CTY MGR    | 1,000   |
| (2) Office Furniture                     | CTY MGR    | 280     |
| Dishwasher                               | CTY MGR    | 750     |
| HR Laserfiche Enhancements               | HR         | 25,000  |
| (2) Computers                            | HR         | 2,500   |
| Computer                                 | CTY ATNY   | 800     |
| SUV Vehicle                              | COM DEV    | 23,750  |
| (5) Desktop Computers                    | COM DEV    | 5,000   |
| Power Grommets in Council Chambers       | COM DEV    | 6,200   |
| Flooring in HR                           | COM DEV    | 11,475  |
| (3) I-Pads                               | COM DEV    | 1,500   |
| Tables/Carts - Community Center          | PARK & REC | 6,000   |
| (3) Office Computers                     | PARK & REC | 4,500   |
| MICR Printer                             | FIN        | 2,100   |
| (3) Computers                            | FIN        | 3,600   |
| Check Folding Machine                    | FIN        | 6,500   |
| Asphalt Hot Box & Truck - 3rd Yr Funding | STREET     | 50,000  |
| Metal Cover PWA Bldg G                   | STREET     | 17,500  |
| (2) Computers                            | STREET     | 2,400   |
| Scanner                                  | COURT      | 600     |
| Desktop Computers                        | COURT      | 4,800   |
| Laptop                                   | GEN GOVT   | 1,500   |
| HVAC/Boiler - Library                    | GEN GOVT   | 29,041  |
| NIA Desktop Computer                     | NH SVC     | 1,000   |
| (8) Desktop Computers                    | NH SVC     | 6,400   |
| (3) NIA Desktop Computers                | NH SVC     | 2,400   |
| Desktop Computer                         | NH SVC     | 1,300   |
| City Hall Storage Array                  | I.T.       | 50,000  |
| PWA Storage Array                        | I.T.       | 50,000  |
| Network Firewall                         | I.T.       | 15,000  |
| (5) Laptops                              | I.T.       | 7,500   |
| (2) A/C Units                            | POOL       | 15,000  |
| Truck Replacement                        | POOL       | 38,000  |
| Security Upgrades                        | SR CTR     | 5,500   |
| A/C Unit - 5 Year Funding                | SR CTR     | 15,000  |
| TOTAL                                    |            | 417,096 |

**FUND: GEN GOV SALES TAX (009)**  
**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, Utilities Authority, and the Economic Development Authority.

**2018-2019 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.
7. Oversee assets and budget of the Memorial Hospital Authority, Municipal Authority, Utilities Authority, and the Economic Development Authority.



**FUND: GEN GOV SALES TAX (009)**  
**DEPARTMENT: General Government (14)**

**SIGNIFICANT EXPENDITURE CHANGES:**

- Marketing/communications efforts transferred to a free standing budget.

**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.

This program has six 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.

**2018-2019 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.

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

| EXPENDITURES         | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| MATERIALS & SUPPLIES | 23,268              | 51,180                         | 51,180                           | 100,000             |
| OTHER SERVICES       | 24,120              | 30,000                         | 30,000                           | 60,000              |
| CAPITAL OUTLAY       | 1,730,562           | 901,015                        | 901,015                          | 300,000             |
| <b>TOTAL</b>         | <b>1,777,950</b>    | <b>982,195</b>                 | <b>982,195</b>                   | <b>460,000</b>      |

| REVENUES          | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|-------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| TAXES             | 489,224             | 506,449                        | 498,805                          | 494,014             |
| INTEREST          | 14,243              | 9,059                          | 18,153                           | 19,353              |
| TRANSFER IN (191) | 354,761             | 50,000                         | 50,000                           | 50,000              |
| <b>TOTAL</b>      | <b>858,228</b>      | <b>565,508</b>                 | <b>566,958</b>                   | <b>563,367</b>      |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES  | FUND<br>BALANCE |
|----------------------------|---------------------|----------|-----------|-----------------|
| 6/30/2015                  | 1,729,956           | 628,420  | 582,952   | 1,775,423       |
| 6/30/2016                  | 1,775,423           | 858,228  | 1,777,950 | 855,701         |
| 6/30/2017                  | 855,701             | 566,958  | 982,195   | 440,464         |
| 6/30/2018                  | 440,464             | 563,367  | 460,000   | 543,831         |

**CONTRACTUAL (30-40) FY 18-19**

|                          |               |
|--------------------------|---------------|
| TEC (Traffic Counts)     | 6,800         |
| Water Line Break Repairs | 50,000        |
| Miscellaneous            | 3,200         |
| <b>TOTAL</b>             | <b>60,000</b> |

**PRIOR YEAR FUNDING AVAILABLE FOR DOUGLAS FROM 4TH TO 10TH PROJECT**

|                           |
|---------------------------|
| Project #571703 - 121,816 |
| Project #091807 - 397,000 |

**FINAL BUDGET 2018-2019**

| STREET DEPARTMENT (0910)                       |                |
|------------------------------------------------|----------------|
| <b>MATERIALS &amp; SUPPLIES</b>                |                |
| 20-41 MATERIALS (CRACKSEAL SUPPLIES and SIGNS) | 100,000        |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b>          | <b>100,000</b> |
| <b>OTHER SERVICES &amp; CHARGES</b>            |                |
| 30-40 CONTRACTUAL                              | 60,000         |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b>      | <b>60,000</b>  |
| <b>CAPITAL OUTLAY</b>                          |                |
| 40-06 INFRASTRUCTURE                           | 300,000        |
| <b>TOTAL CAPITAL OUTLAY</b>                    | <b>300,000</b> |
| <b>TOTAL DIVISION REQUEST</b>                  | <b>460,000</b> |

**TOTAL DEPARTMENT REQUEST** 460,000

**CAPITAL OUTLAY FY 18-19**

|                                                |                |
|------------------------------------------------|----------------|
| Residential Street Repair                      | 200,000        |
| Roto Mill and Overlay Douglas from 4th to 10th | 100,000        |
| <b>TOTAL</b>                                   | <b>300,000</b> |

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                           |                |
|---------------------------|----------------|
| MISC CITY WIDE THERMO STR | 92,396         |
| RR CRSNG WESTMNSTR-MATCH  | 428            |
| RR CRSNG MIDWEST MATCH    | 806            |
| RR CRSNG DOUGLAS - MATCH  | 428            |
| RR CRSNG SOONER - MATCH   | 806            |
| RR CRSNG 10TH ST - MATCH  | 806            |
| RESIDENTIAL STREET REPAIR | 106,682        |
| ROTO RENO MW TO DOUGLAS   | 91,163         |
| PED CROSSING ENGINEERING  | 17,500         |
| RE-CONST 29TH MW TO DGLS  | 180,000        |
| SIGNAL UPGRADE-WINCO/RENO | 10,000         |
| WATER LINE BRK REPAIRS    | 50,000         |
| RESIDENTIAL STREET REPAIR | 250,000        |
| ROTO DOUGLAS 4TH TO 10TH  | 100,000        |
| <b>TOTAL</b>              | <b>901,015</b> |

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

| EXPENDITURES      | ACTUAL         | AMENDED             | ESTIMATED           | BUDGET              |
|-------------------|----------------|---------------------|---------------------|---------------------|
|                   | 2016-2017      | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| PERSONAL SERVICES | 149,194        | 107,763             | 107,763             | 111,680             |
| BENEFITS          | 42,773         | 42,437              | 39,600              | 39,770              |
| OTHER SERVICES    | 251,914        | 389,969             | 389,969             | 362,030             |
| CAPITAL OUTLAY    | -              | 40,000              | 40,000              | -                   |
| <b>TOTAL</b>      | <b>443,881</b> | <b>580,169</b>      | <b>577,332</b>      | <b>513,480</b>      |

| REVENUES             | ACTUAL         | AMENDED             | ESTIMATED           | BUDGET              |
|----------------------|----------------|---------------------|---------------------|---------------------|
|                      | 2016-2017      | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| LICENSES & PERMITS   | 23,400         | 21,622              | 17,467              | 20,434              |
| CHARGES FOR SERVICES | 271,932        | 332,485             | 239,874             | 255,903             |
| FINES & FORFEITURES  | 19,540         | 24,357              | 20,163              | 19,852              |
| INVESTMENT INTEREST  | 7,710          | 6,478               | 5,288               | 5,264               |
| TRANSFERS IN         | 52,757         | 50,354              | 50,354              | 80,000              |
| <b>TOTAL</b>         | <b>375,339</b> | <b>435,296</b>      | <b>333,146</b>      | <b>381,453</b>      |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES | FUND<br>BALANCE |
|----------------------------|---------------------|----------|----------|-----------------|
| 6/30/2015                  | 481,257             | 431,586  | 434,687  | 478,156         |
| 6/30/2016                  | 478,156             | 375,339  | 443,881  | 409,614         |
| 6/30/2017                  | 409,614             | 333,146  | 577,332  | 165,428         |
| 6/30/2018                  | 165,428             | 381,453  | 513,480  | 33,401          |

Excludes Capital Outlay (25,674) 5% Reserve  
7,727

**FINAL BUDGET 2018-2019**

| PERSONAL SERVICES              |                |
|--------------------------------|----------------|
| 10-01 SALARY                   | 95,645         |
| 10-03 OVERTIME                 | 8,000          |
| 10-07 ALLOWANCES               | 1,560          |
| 10-10 LONGEVITY                | 2,000          |
| 10-13 PDO BUYBACK              | 358            |
| 10-14 SICK LEAVE INCENTIVE     | 900            |
| 10-19 ON CALL                  | 2,876          |
| 10-95 SALARY ADJUSTMENT        | 341            |
| <b>TOTAL PERSONAL SERVICES</b> | <b>111,680</b> |

| BENEFITS                        |               |
|---------------------------------|---------------|
| 15-01 SOCIAL SECURITY           | 8,544         |
| 15-02 RETIREMENT                | 15,635        |
| 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 | 648           |
| <b>TOTAL BENEFITS</b>           | <b>39,770</b> |

| OTHER SERVICES & CHARGES                  |                |
|-------------------------------------------|----------------|
| 30-40 CONTRACTUAL                         | 8,336          |
| 30-43 HARDWARE/SOFTWARE MAINTENANCE       | 353,694        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>362,030</b> |

**TOTAL DEPARTMENT REQUEST** 513,480

| CONTRACTUAL (30-40) FY 18-19                |              |
|---------------------------------------------|--------------|
| Information Technology Services - As Needed | 8,336        |
| <b>TOTAL</b>                                | <b>8,336</b> |

(CONTINUED)

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

| PERMANENT STAFFING | FY 18-19 | FY 17-18 |
|--------------------|----------|----------|
| Computer Tech      | 2        | 2        |
| <b>TOTAL</b>       | <b>2</b> | <b>2</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  
 2018-19 - 2

**HARDWARE/SOFTWARE MAINTENANCE (30-43) FY 18-19**

|                          |                |
|--------------------------|----------------|
| HTE Software Maintenance | 128,432        |
| Tyler                    | 135,137        |
| Viruscan                 | 3,000          |
| Check Writer             | 160            |
| Time system              | 11,068         |
| Novell                   | 9,833          |
| Vmware                   | 14,000         |
| NetMail                  | 4,638          |
| WhatsUP-Gold             | 4,830          |
| Veeam                    | 2,909          |
| Cisco Smart Net          | 2,500          |
| Barracuda                | 9,879          |
| Agenda Pal               | 4,800          |
| PC Computer Maintenance  | 19,000         |
| TeamViewer               | 3,510          |
| <b>TOTAL</b>             | <b>353,694</b> |

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL ROLLED FORWARD**

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

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

**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 40 projects and provides support for 100 virtual machines as well 75 major applications running throughout the City.

**2018-2019 GOALS AND OBJECTIVES**

Coordinate and install the following projects:

1. City Hall All Flash SAN
2. PWA All Flash SAN
3. Hosted iSeries (Naviline, C2G)
4. NextGeneration Firewall
5. 220V UPS for Server/Network
6. VMWare Host
7. RAD Microwave Links
8. Avigilon Camera Maint/Upgrades

9. IT Laptops
10. Wireless Access Points
11. Channel 20 Upgrades
12. Laserfiche Forms
13. Panic Alarms
14. Access Control Phase IV
15. Provide user network security training.
16. Audio Recorder Software/Upgrades
17. IT Radios
18. Dispatch Radios
19. Bi-directional Amplifier for City Hall
20. Dispatch Consollettes
21. Charles J. Johnson Backup Consoles
22. 300' Tower at WRRF
23. MOSAIC Backup Site at WRRF
24. Coordinate all purchases of technology related equipment throughout the City.
25. Provide technical support for application software and hardware.
26. Provide administration, maintenance, and upgrade support for the computer installed base and for the LAN/WAN.
27. Work closely with vendors to upgrade integrated solutions to constantly improve the security of the City computer systems.
28. Work with various departments on 40 City wide projects.

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

| EXPENDITURES           | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|------------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| PERSONAL SERVICES      | -                   | -                              | -                                | 20,000              |
| BENEFITS               | -                   | -                              | -                                | 1,530               |
| MATERIALS AND SUPPLIES | -                   | -                              | -                                | 2,500               |
| OTHER SERVICES         | -                   | 50,000                         | 50,000                           | 75,500              |
| CAPITAL OUTLAY         | -                   | 200,000                        | 200,000                          | 201,000             |
| <b>TOTAL</b>           | <b>-</b>            | <b>250,000</b>                 | <b>250,000</b>                   | <b>300,530</b>      |

| REVENUES             | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| CHARGES FOR SERVICES | 518,158             | 560,179                        | 567,278                          | 572,689             |
| INTEREST             | 4,425               | 4,919                          | 10,023                           | 12,000              |
| <b>TOTAL</b>         | <b>522,583</b>      | <b>565,098</b>                 | <b>577,301</b>                   | <b>584,689</b>      |

**FINAL BUDGET 2018-2019**

|                                         |                |
|-----------------------------------------|----------------|
| <b>PERSONAL SERVICES</b>                |                |
| 10-02 WAGES                             | 20,000         |
| <b>TOTAL PERSONAL SERVICES</b>          | <b>20,000</b>  |
| <b>BENEFITS</b>                         |                |
| 15-01 SOCIAL SECURITY                   | 1,530          |
| <b>TOTAL BENEFITS</b>                   | <b>1,530</b>   |
| <b>MATERIALS AND SUPPLIES</b>           |                |
| 20-41 SUPPLIES                          | 500            |
| 20-63 FLEET FUEL                        | 2,000          |
| <b>TOTAL MATERIALS AND SUPPLIES</b>     | <b>2,500</b>   |
| <b>OTHER SERVICES AND CHARGES</b>       |                |
| 30-01 UTILITIES/COMMUNICATION           | 75,500         |
| <b>TOTAL OTHER SERVICES AND CHARGES</b> | <b>75,500</b>  |
| <b>CAPITAL OUTLAY</b>                   |                |
| 40-06 INFRASTRUCTURE - Street Lights    | 200,000        |
| 40-49 COMPUTERS                         | 1,000          |
| <b>TOTAL CAPITAL OUTLAY</b>             | <b>201,000</b> |
| <b>TOTAL DEPARTMENT REQUEST</b>         | <b>300,530</b> |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES | FUND<br>BALANCE |                 |
|----------------------------|---------------------|----------|----------|-----------------|-----------------|
| 6/30/2016                  | -                   | 522,583  | -        | 522,583         | 6/30/2017       |
| 6/30/2017                  | 522,583             | 577,301  | 250,000  | 849,884         | 6/30/2018 - EST |
| 6/30/2018                  | 849,884             | 584,689  | 300,530  | 1,134,043       | 6/30/2019 - EST |

| PART TIME | FY 18-19 | FY 17-18 |
|-----------|----------|----------|
| Inspector | 1        | 0        |

**FEE SCHEDULE PER MONTH FY 18-19**

|                                                       |        |
|-------------------------------------------------------|--------|
| 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<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| MATERIALS & SUPPLIES | 37,345              | 52,535                         | 44,782                           | 1,000               |
| OTHER SVCS & CHGS    | 91,237              | 241,739                        | 201,789                          | 60,020              |
| CAPITAL OUTLAY       | 237,739             | 420,018                        | 420,018                          | -                   |
| DEBT SERVICES        | 50,882              | 50,882                         | 50,882                           | 50,882              |
| TRANSFERS OUT        | -                   | 836                            | 836                              | -                   |
| <b>TOTAL</b>         | <b>417,203</b>      | <b>766,010</b>                 | <b>718,307</b>                   | <b>111,902</b>      |

| REVENUES             | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| INTERGOVERNMENTAL    | 100,290             | 346,871                        | 341,870                          | -                   |
| CHARGES FOR SERVICES | 87,599              | 75,400                         | 73,850                           | 89,800              |
| MISCELLANEOUS        | 36,126              | 22,956                         | 25,048                           | 22,400              |
| INTEREST             | 13,953              | 11,386                         | 12,926                           | 12,779              |
| TRANSFERS IN         | 102,768             | -                              | -                                | -                   |
| <b>TOTAL</b>         | <b>340,736</b>      | <b>456,613</b>                 | <b>453,694</b>                   | <b>124,979</b>      |

FINAL BUDGET 2018-2019

**DEPT. 1410 - GENERAL GOVT** (Clock Tower Debt & Utilities at Water Plant)

| OTHER SERVICES & CHARGES                  |               |
|-------------------------------------------|---------------|
| 30-01 UTILITIES                           | 6,500         |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>6,500</b>  |
|                                           |               |
| DEBT SERVICES (Clock Tower Loan)          |               |
| 71-02 INTEREST ON NOTES                   | 1,352         |
| 73-02 PRINCIPAL ON NOTES                  | 49,530        |
| <b>TOTAL DEBT SERVICES</b>                | <b>50,882</b> |
| <b>TOTAL DIVISION REQUEST</b>             | <b>57,382</b> |

**DEPT. 1510 - NEIGHBORHOOD SVCS**

| MATERIALS & SUPPLIES                      |               |
|-------------------------------------------|---------------|
| 20-06 CHRISTMAS BASKED SUPPLIES           | 1,000         |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b>     | <b>1,000</b>  |
|                                           |               |
| OTHER SERVICES & CHARGES                  |               |
| 30-23 UPKEEP REAL PROPERTY                | 10,000        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>10,000</b> |
| <b>TOTAL DIVISION REQUEST</b>             | <b>11,000</b> |

**DEPT. 4820 - CREDIT UNION**

| OTHER SERVICES & CHARGES                  |               |
|-------------------------------------------|---------------|
| 30-23 UPKEEP REAL PROPERTY                | 28,520        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>28,520</b> |
| <b>TOTAL DIVISION REQUEST</b>             | <b>28,520</b> |

**DEPT. 6110 - STORMWATER**

| OTHER SERVICES & CHARGES                  |                |
|-------------------------------------------|----------------|
| 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>  |
| <b>TOTAL DEPARTMENT REQUEST</b>           | <b>111,902</b> |

(CONTINUED)

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

| 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.                      | 189,689              | 31,200             | 177,794            | 43,095               |
| 06 - PARK & REC                          | 60,383               | 15,000             | 73,137             | 2,246                |
| 11 - WEED & SEED                         | 2,105                | -                  | -                  | 2,105                |
| 15 - NEIGHBORHOOD SVCS                   | 111,418              | 13,589             | 67,322             | 57,685               |
| 39 - GRANTS MGMT                         | (14,000)             | 30,000             | 16,000             | -                    |
| 43 - WASTEWATER                          | -                    | 67,000             | 67,000             | -                    |
| 48 - CREDIT UNION                        | 18,700               | 5,000              | 180                | 23,520               |
| 55 - SR CENTER                           | 664                  | 2,520              | 2,520              | 664                  |
| 61 - STORMWATER                          | 92,656               | 17,314             | 1,050              | 108,920              |
| 62 - POLICE                              | 200                  | 78,811             | 79,011             | -                    |
| 64 - FIRE                                | 24,258               | 90,239             | 114,497            | -                    |
| 37 - HOUSING                             | 35,063               | 4,646              | 39,709             | -                    |
| 14 - GENERAL GOV'T                       | (71,725)             | 85,449             | 68,415             | (54,691)             |
| 78 - RECREATION                          | 10,001               | -                  | 10,001             | -                    |
| 87 - ECONOMIC                            | 1,671                | -                  | 1,671              | -                    |
| UNRESERVED                               | 2,532                | -                  | -                  | 2,532                |
| INTEREST                                 | 84,225               | 12,926             | -                  | 97,151               |
|                                          | <b>547,840</b>       | <b>453,694</b>     | <b>718,307</b>     | <b>283,227</b>       |

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

| FUND BALANCE ESTIMATED ACTUAL AT 6-30-19 |                      |                    |                    |                      |
|------------------------------------------|----------------------|--------------------|--------------------|----------------------|
| DEPT/DIVISION                            | 6/30/18 FUND BALANCE | ESTIMATED REVENUES | ESTIMATED EXPENSES | 6/30/19 FUND BALANCE |
| 05 - COMMUNITY DEV.                      | 43,095               | -                  | -                  | 43,095               |
| 06 - PARK & REC                          | 2,246                | -                  | -                  | 2,246                |
| 11 - WEED & SEED                         | 2,105                | -                  | -                  | 2,105                |
| 15 - NEIGHBORHOOD SVCS                   | 57,685               | 11,400             | 11,000             | 58,085               |
| 39 - GRANTS MGMT                         | -                    | -                  | -                  | -                    |
| 48 - CREDIT UNION                        | 23,520               | 5,000              | 28,520             | -                    |
| 55 - SR CENTER                           | 664                  | -                  | -                  | 664                  |
| 61 - STORMWATER                          | 108,920              | 17,400             | 15,000             | 111,320              |
| 14 - GENERAL GOV'T                       | (54,691)             | 78,400             | 57,382             | (33,673)             |
| UNRESERVED                               | 2,532                | -                  | -                  | 2,532                |
| INTEREST                                 | 97,151               | 12,779             | -                  | 109,930              |
|                                          | <b>283,227</b>       | <b>124,979</b>     | <b>111,902</b>     | <b>296,304</b>       |

*Fund balance for clock tower is negative due to loan payments*



FUND: JUVENILE (025)  
 DEPARTMENT: MUNICIPAL COURT  
 DEPARTMENT HEAD: PHIL ANDERSON

| EXPENDITURES         | ACTUAL         | AMENDED          | ESTIMATED        | BUDGET           |
|----------------------|----------------|------------------|------------------|------------------|
|                      | 2016-2017      | BUDGET 2017-2018 | ACTUAL 2017-2018 | BUDGET 2018-2019 |
| PERSONAL SERVICES    | 134,171        | 76,687           | 48,925           | 59,939           |
| BENEFITS             | 40,997         | 26,067           | 18,491           | 22,496           |
| MATERIALS & SUPPLIES | 2,272          | 2,066            | 2,066            | 1,872            |
| OTHER SERVICES       | 956            | 1,213            | 1,210            | 4,055            |
| CAPITAL OUTLAY       | -              | 600              | 600              | -                |
| <b>TOTAL</b>         | <b>178,396</b> | <b>106,633</b>   | <b>71,292</b>    | <b>88,362</b>    |

| REVENUES              | ACTUAL         | AMENDED          | ESTIMATED        | BUDGET           |
|-----------------------|----------------|------------------|------------------|------------------|
|                       | 2016-2017      | BUDGET 2017-2018 | ACTUAL 2017-2018 | BUDGET 2018-2019 |
| FINES & FORFEITURES   | 73,541         | 86,832           | 75,223           | 74,382           |
| INTEREST              | 547            | 503              | 515              | 645              |
| TRANSFER IN (GENERAL) | 42,000         | 37,000           | 37,000           | -                |
| <b>TOTAL</b>          | <b>116,088</b> | <b>124,335</b>   | <b>112,738</b>   | <b>75,027</b>    |

| BUDGETARY FUND BALANCE: | BUDGET FUND BAL. | REVENUES | EXPENSES                | FUND BALANCE  |
|-------------------------|------------------|----------|-------------------------|---------------|
| 6/30/2015               | 104,185          | 133,234  | 164,337                 | 73,081        |
| 6/30/2016               | 73,081           | 116,088  | 178,396                 | 10,773        |
| 6/30/2017               | 10,773           | 112,738  | 71,292                  | 52,219        |
| 6/30/2018               | 52,219           | 75,027   | 88,362                  | 38,884        |
|                         |                  |          | Excludes Capital Outlay | (4,418)       |
|                         |                  |          |                         | 5% Reserve    |
|                         |                  |          |                         | <u>34,466</u> |

| PERMANENT STAFFING                                          | FY 18-19    | FY 17-18    |
|-------------------------------------------------------------|-------------|-------------|
| Court Compliance Coordinator/<br>Juvenile Probation Officer | 0.25<br>1   | 0.25<br>1   |
| <b>TOTAL</b>                                                | <b>1.25</b> | <b>1.25</b> |

| PART TIME:    | FY 18-19 | FY 17-18 |
|---------------|----------|----------|
| Clerk - Court | 0.25     | 0        |

Part Time Clerk .75 of salary is paid by Municipal Court (010-12)  
 Court Compliance Coordinator and Court Clerk position were combined in FY 17-18 with  
 Municipal Court (010-12) covering .75 of salary

FINAL BUDGET 2018-2019

| PERSONAL SERVICES              |               |
|--------------------------------|---------------|
| 10-01 SALARIES                 | 54,394        |
| 10-02 WAGES                    | 3,455         |
| 10-03 OVERTIME                 | 1,000         |
| 10-10 LONGEVITY                | 434           |
| 10-12 VACATION BUYBACK         | 218           |
| 10-14 SICK LEAVE INCENTIVE     | 225           |
| 10-95 SALARY ADJUSTMENT        | 213           |
| <b>TOTAL PERSONAL SERVICES</b> | <b>59,939</b> |

| BENEFITS                        |               |
|---------------------------------|---------------|
| 15-01 SOCIAL SECURITY           | 4,585         |
| 15-02 RETIREMENT                | 8,391         |
| 15-03 GROUP INSURANCE           | 6,190         |
| 15-04 WORKERS COMP INSURANCE    | 720           |
| 15-06 TRAVEL & SCHOOL           | 1,400         |
| 15-13 LIFE                      | 203           |
| 15-14 DENTAL                    | 601           |
| 15-20 OVERHEAD HEALTH CARE COST | 405           |
| <b>TOTAL BENEFITS</b>           | <b>22,496</b> |

| MATERIALS & SUPPLIES                  |              |
|---------------------------------------|--------------|
| 20-41 SUPPLIES                        | 1,000        |
| 20-63 FLEET FUEL                      | 298          |
| 20-64 FLEET PARTS                     | 194          |
| 20-65 FLEET LABOR                     | 380          |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>1,872</b> |

| OTHER SERVICES & CHARGES                  |              |
|-------------------------------------------|--------------|
| 30-23 UPKEEP REAL PROPERTY                | 3,000        |
| 30-43 HARDWARE/SOFTWARE MAINT             | 699          |
| 30-72 MEMBERSHIPS/SUBS                    | 100          |
| 30-85 INSURANCE-FIRE & THEFT              | 256          |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>4,055</b> |

**TOTAL DEPARTMENT REQUEST** 88,362

| CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL |            |
|------------------------------------------|------------|
| Scanner                                  | 600        |
| <b>Total</b>                             | <b>600</b> |

PERSONNEL POSITIONS SUMMARY:

- 2011-12 - 2
- 2012-13 - 2
- 2014-15 - 2
- 2015-16 - 2
- 2016-17 - 2
- 2017-18 - 1.25
- 2018-19 - 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.

**Court Administrator:**

The intent of the Court Administrator 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 Court Administrator 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 Court Administrator maintains monthly statistics showing the activities of juveniles from total number of charges to a breakdown of demographics and types of charges committed.

The Court Administrator 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 tomorrow's by introducing alternative options to the life of crime through

education, employment, and positive influences/role models.

## **PROGRAM DESCRIPTION**

### **PROGRAM DESCRIPTION**

The Juvenile Division consists of a Probation Officer and the Court Administrator 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.

## **2018-2019 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              |
|---------------------|--------------|---------------------|---------------------|---------------------|
|                     | 2016-2017    | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| BENEFITS            | 190          | 6,775               | 2,109               | 4,000               |
| MATERIAL & SUPPLIES | 894          | 3,647               | 2,447               | 2,375               |
| OTHER SERVICES      | 305          | 1,250               | 1,250               | 5,000               |
| CAPITAL OUTLAY      | 4,577        | 5,000               | 5,000               | 5,000               |
| <b>TOTAL</b>        | <b>5,966</b> | <b>16,672</b>       | <b>10,806</b>       | <b>16,375</b>       |

| REVENUES            | ACTUAL        | AMENDED             | ESTIMATED           | BUDGET              |
|---------------------|---------------|---------------------|---------------------|---------------------|
|                     | 2016-2017     | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| FINES & FORFEITURES | 23,326        | 17,670              | 10,889              | -                   |
| INVESTMENT INTEREST | 988           | 1,048               | 1,116               | 1,148               |
| <b>TOTAL</b>        | <b>24,314</b> | <b>18,718</b>       | <b>12,005</b>       | <b>1,148</b>        |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES | FUND<br>BALANCE |                 |
|----------------------------|---------------------|----------|----------|-----------------|-----------------|
| 6/30/2015                  | 38,409              | 16,715   | 12,963   | 42,161          | 6/30/2016       |
| 6/30/2016                  | 42,161              | 24,314   | 5,966    | 60,509          | 6/30/2017       |
| 6/30/2017                  | 60,509              | 12,005   | 10,806   | 61,708          | 6/30/2018 - EST |
| 6/30/2018                  | 61,708              | 1,148    | 16,375   | 46,481          | 6/30/2019 - EST |

\*This fund can only be used for drug enforcement

**FINAL BUDGET 2018-2019**

|                       |              |
|-----------------------|--------------|
| <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        | 1,375        |
| 20-41 SUPPLIES                        | 1,000        |
| <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> |
|---------------------------------|---------------|

**CAPITAL OUTLAY FY 18-19**

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

**CAPITAL OUTLAY FY 17-18 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<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|---------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| MATERIAL & SUPPLIES | 3,750               | 4,441                          | 1,081                            | 3,000               |
| OTHER SERVICES      | 4,763               | 5,159                          | 5,159                            | 7,000               |
| CAPITAL OUTLAY      | -                   | 5,000                          | 5,000                            | 5,000               |
| <b>TOTAL</b>        | <b>8,513</b>        | <b>14,600</b>                  | <b>11,240</b>                    | <b>15,000</b>       |

| REVENUES      | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|---------------|---------------------|--------------------------------|----------------------------------|---------------------|
| INTEREST      | 1,188               | 1,171                          | 1,436                            | 1,497               |
| MISCELLANEOUS | 32,490              | 3,893                          | 13,879                           | 8,884               |
| <b>TOTAL</b>  | <b>33,678</b>       | <b>5,064</b>                   | <b>15,315</b>                    | <b>10,381</b>       |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES | FUND<br>BALANCE |                 |
|----------------------------|---------------------|----------|----------|-----------------|-----------------|
| 6/30/2015                  | 50,212              | 7,223    | 9,176    | 48,259          | 6/30/2016       |
| 6/30/2016                  | 48,259              | 33,678   | 8,513    | 73,424          | 6/30/2017       |
| 6/30/2017                  | 73,424              | 15,315   | 11,240   | 77,499          | 6/30/2018 - EST |
| 6/30/2018                  | 77,499              | 10,381   | 15,000   | 72,880          | 6/30/2019 - EST |

**FINAL BUDGET 2018-2019**

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

|                                         |              |
|-----------------------------------------|--------------|
| <b>OTHER SERVICES AND CHARGES</b>       |              |
| 31-08 SHOP WITH A COP                   | 6,000        |
| 31-41 DONATIONS EXPENSE                 | 1,000        |
| <b>TOTAL OTHER SERVICES AND CHARGES</b> | <b>7,000</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>15,000</b> |
|---------------------------------|---------------|

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

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

**CAPITAL OUTLAY FY 18-19**

|                                          |              |
|------------------------------------------|--------------|
| 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<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| BENEFITS             | 3,749               | 10,000                         | 6,042                            | 5,000               |
| MATERIALS & SUPPLIES | 2,835               | 5,000                          | 3,413                            | 3,750               |
| OTHER SERVICES       | -                   | 4,500                          | -                                | 4,500               |
| CAPITAL OUTLAY       | 11,001              | 5,000                          | 5,000                            | 5,000               |
| <b>TOTAL</b>         | <b>17,585</b>       | <b>24,500</b>                  | <b>14,455</b>                    | <b>18,250</b>       |

| REVENUES     | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|--------------|---------------------|--------------------------------|----------------------------------|---------------------|
| INTEREST     | 888                 | 709                            | 755                              | 755                 |
| <b>TOTAL</b> | <b>888</b>          | <b>709</b>                     | <b>755</b>                       | <b>755</b>          |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES | FUND<br>BALANCE |                 |
|----------------------------|---------------------|----------|----------|-----------------|-----------------|
| 6/30/2015                  | 92,441              | 1,429    | 7,273    | 86,596          | 6/30/2016       |
| 6/30/2016                  | 86,596              | 888      | 17,585   | 69,899          | 6/30/2017       |
| 6/30/2017                  | 69,899              | 755      | 14,455   | 56,199          | 6/30/2018 - EST |
| 6/30/2018                  | 56,199              | 755      | 18,250   | 38,704          | 6/30/2019 - EST |

**FINAL BUDGET 2018-2019**

|                       |              |
|-----------------------|--------------|
| <b>BENEFITS</b>       |              |
| 15-06 TRAVEL & SCHOOL | 5,000        |
| <b>TOTAL BENEFITS</b> | <b>5,000</b> |

|                                       |              |
|---------------------------------------|--------------|
| <b>MATERIALS &amp; SUPPLIES</b>       |              |
| 20-34 MAINTENANCE OF EQUIPMENT        | 1,250        |
| 20-41 SUPPLIES                        | 2,500        |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>3,750</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> |

**TOTAL DEPARTMENT REQUEST** **18,250**

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

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

**CAPITAL OUTLAY FY 18-19**

|                                          |              |
|------------------------------------------|--------------|
| 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

FINAL BUDGET 2018-2019

| EXPENDITURES           | ACTUAL        | AMENDED             | ESTIMATED           | BUDGET        |
|------------------------|---------------|---------------------|---------------------|---------------|
|                        | 2016-2017     | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | 2018-2019     |
| BENEFITS               | 3,612         | 7,845               | 5,778               | 4,500         |
| MATERIALS AND SUPPLIES | 3,948         | 12,462              | 6,831               | 6,000         |
| OTHER SERVICES         | 1,306         | 1,900               | 1,900               | 1,500         |
| CAPITAL OUTLAY         | 1,354         | -                   | -                   | -             |
| <b>TOTAL</b>           | <b>10,220</b> | <b>22,207</b>       | <b>14,509</b>       | <b>12,000</b> |

|                       |              |
|-----------------------|--------------|
| <b>BENEFITS</b>       |              |
| 15-06 TRAVEL & SCHOOL | 3,000        |
| 15-07 UNIFORMS        | 1,500        |
| <b>TOTAL BENEFITS</b> | <b>4,500</b> |

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

|                                           |              |
|-------------------------------------------|--------------|
| <b>OTHER SERVICES &amp; CHARGES</b>       |              |
| 28-10 MAINTENANCE - CRIME LAB             | 1,500        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>1,500</b> |

**TOTAL DEPARTMENT REQUEST** 12,000

| REVENUES            | ACTUAL        | AMENDED             | ESTIMATED           | BUDGET        |
|---------------------|---------------|---------------------|---------------------|---------------|
|                     | 2016-2017     | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | 2018-2019     |
| FINES & FORFEITURES | 11,045        | 10,390              | 9,638               | 9,800         |
| INTEREST            | 328           | 274                 | 316                 | 325           |
| ASSET RETIREMENT    | -             | 3,195               | 3,195               | -             |
| <b>TOTAL</b>        | <b>11,373</b> | <b>13,859</b>       | <b>13,149</b>       | <b>10,125</b> |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES | FUND<br>BALANCE |                 |
|----------------------------|---------------------|----------|----------|-----------------|-----------------|
| 6/30/2015                  | 21,465              | 10,578   | 15,586   | 16,457          | 6/30/2016       |
| 6/30/2016                  | 16,457              | 11,373   | 10,220   | 17,610          | 6/30/2017       |
| 6/30/2017                  | 17,610              | 13,149   | 14,509   | 16,250          | 6/30/2018 - EST |
| 6/30/2018                  | 16,250              | 10,125   | 12,000   | 14,375          | 6/30/2019 - EST |

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

| EXPENDITURES           | ACTUAL       | AMENDED             | ESTIMATED           | BUDGET       |
|------------------------|--------------|---------------------|---------------------|--------------|
|                        | 2016-2017    | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | 2018-2019    |
| MATERIALS AND SUPPLIES | 1,618        | 2,902               | 2,902               | 2,300        |
| OTHER SERVICES         | 7,394        | 6,785               | 6,785               | 7,350        |
| <b>TOTAL</b>           | <b>9,012</b> | <b>9,687</b>        | <b>9,687</b>        | <b>9,650</b> |

| REVENUES           | ACTUAL        | AMENDED             | ESTIMATED           | BUDGET        |
|--------------------|---------------|---------------------|---------------------|---------------|
|                    | 2016-2017     | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | 2018-2019     |
| INTEREST           | 343           | 295                 | 362                 | 364           |
| MISCELLANEOUS      | 3,096         | 2,527               | 2,662               | 2,494         |
| TRANSFERS IN (010) | 7,500         | 7,500               | 7,500               | 7,500         |
| <b>TOTAL</b>       | <b>10,939</b> | <b>10,322</b>       | <b>10,524</b>       | <b>10,358</b> |

**FINAL BUDGET 2018-2019**

| <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<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES | FUND<br>BALANCE |                 |
|----------------------------|---------------------|----------|----------|-----------------|-----------------|
| 6/30/2015                  | 15,875              | 10,824   | 8,985    | 17,714          | 6/30/2016       |
| 6/30/2016                  | 17,714              | 10,939   | 9,012    | 19,641          | 6/30/2017       |
| 6/30/2017                  | 19,641              | 10,524   | 9,687    | 20,478          | 6/30/2018 - EST |
| 6/30/2018                  | 20,478              | 10,358   | 9,650    | 21,186          | 6/30/2019 - EST |



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

| EXPENDITURES           | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|------------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| BENEFITS               | 4,241               | 5,036                          | 5,036                            | 4,500               |
| MATERIALS AND SUPPLIES | 72,366              | 90,426                         | 86,772                           | 72,100              |
| OTHER SERVICES         | 31,581              | 54,321                         | 54,285                           | 26,890              |
| CAPITAL OUTLAY         | -                   | 35,183                         | 35,183                           | 7,200               |
| <b>TOTAL</b>           | <b>108,188</b>      | <b>184,966</b>                 | <b>181,276</b>                   | <b>110,690</b>      |

| REVENUES              | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|-----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| CHARGES FOR SERVICES  | 36,383              | 45,705                         | 47,020                           | 45,300              |
| FINES AND FORFEITURES | 50,990              | 55,924                         | 28,631                           | 29,000              |
| INVESTMENT INTEREST   | 2,593               | 2,184                          | 2,208                            | 2,193               |
| ASSET RETIREMENT      | -                   | 24,000                         | 24,000                           | -                   |
| TRANSFER IN (037)     | -                   | -                              | -                                | 60,000              |
| <b>TOTAL</b>          | <b>89,966</b>       | <b>127,813</b>                 | <b>101,859</b>                   | <b>136,493</b>      |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES | FUND<br>BALANCE |
|----------------------------|---------------------|----------|----------|-----------------|
| 6/30/2015                  | 185,400             | 114,915  | 151,618  | 148,697         |
| 6/30/2016                  | 148,697             | 89,966   | 108,188  | 130,475         |
| 6/30/2017                  | 130,475             | 101,859  | 181,276  | 51,058          |
| 6/30/2018                  | 51,058              | 136,493  | 110,690  | 76,861          |

**FINAL BUDGET 2018-2019**

| <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                        | 12,100        |
| 20-52 FEEDING PRISONERS               | 60,000        |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>72,100</b> |

| <b>OTHER SERVICES &amp; CHARGES</b>       |               |
|-------------------------------------------|---------------|
| 30-23 UPKEEP OF REAL PROPERTY             | 11,000        |
| 30-40 CONTRACTUAL                         | 15,890        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>26,890</b> |

| <b>CAPITAL OUTLAY</b>       |              |
|-----------------------------|--------------|
| 40-14 REMODEL               | 7,200        |
| <b>TOTAL CAPITAL OUTLAY</b> | <b>7,200</b> |

|                                 |                |
|---------------------------------|----------------|
| <b>TOTAL DEPARTMENT REQUEST</b> | <b>110,690</b> |
|---------------------------------|----------------|

**CONTRACTUAL (30-40) FY 18-19**

|                                          |               |
|------------------------------------------|---------------|
| J05 Inmate Phone Cards                   | 11,000        |
| Mentalix(Fingerprint system maintenance) | 4,890         |
| <b>TOTAL</b>                             | <b>15,890</b> |

**CAPITAL OUTLAY FY 18-19**

|                 |              |
|-----------------|--------------|
| Convection Oven | 7,200        |
| <b>TOTAL</b>    | <b>7,200</b> |

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                         |               |
|-------------------------|---------------|
| Industrial Washer/Dryer | 11,183        |
| Kitchen Cabinets        | 24,000        |
| <b>TOTAL</b>            | <b>35,183</b> |

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

**SIGNIFICANT EXPENDITURE CHANGES:**

**STAFFING/PROGRAMS**

**PROGRAM DESCRIPTION**

**2018-2019 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 Choc-taw, Forest Park, Harrah, Jones, Nicoma Park, and Tinker Air Force Base, 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 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 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<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|--------------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| PERSONAL SERVICES        | -                   | 12,719                         | 4,240                            | 12,719              |
| BENEFITS                 | 16,015              | 15,769                         | 4,743                            | 15,973              |
| MATERIALS & SUPPLIES     | -                   | 4,436                          | 4,436                            | 3,100               |
| OTHER SERVICES & CHARGE: | 600                 | 12,850                         | 12,850                           | 75,000              |
| CAPITAL OUTLAY           | 10,332              | 30,160                         | 30,160                           | 5,000               |
| TRANSFERS OUT            | 8,419               | 6,657                          | 6,657                            | 60,000              |
| <b>TOTAL</b>             | <b>35,366</b>       | <b>82,591</b>                  | <b>63,086</b>                    | <b>171,792</b>      |

| REVENUES             | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| CHARGES FOR SERVICES | 66,900              | 72,640                         | 72,847                           | 71,032              |
| INVESTMENT INTEREST  | 3,276               | 2,944                          | 3,801                            | 4,010               |
| <b>TOTAL</b>         | <b>70,176</b>       | <b>75,584</b>                  | <b>76,648</b>                    | <b>75,042</b>       |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES | FUND<br>BALANCE |
|----------------------------|---------------------|----------|----------|-----------------|
| 6/30/2015                  | 111,976             | 76,659   | 25,601   | 163,034         |
| 6/30/2016                  | 163,034             | 70,176   | 35,366   | 197,844         |
| 6/30/2017                  | 197,844             | 76,648   | 63,086   | 211,406         |
| 6/30/2018                  | 211,406             | 75,042   | 171,792  | 114,656         |

**CONTRACTUAL (30-40) FY 18-19**

|                                 |               |
|---------------------------------|---------------|
| Mental Health Diversion Program | 60,000        |
| FARO System Maintenance         | 15,000        |
| <b>TOTAL</b>                    | <b>75,000</b> |

**FINAL BUDGET 2018-2019**

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

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

|                                       |              |
|---------------------------------------|--------------|
| <b>MATERIALS &amp; SUPPLIES</b>       |              |
| 20-41 SUPPLIES                        | 3,100        |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>3,100</b> |

|                                           |               |
|-------------------------------------------|---------------|
| <b>OTHER SERVICES &amp; CHARGES</b>       |               |
| 30-40 CONTRACTUAL                         | 75,000        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>75,000</b> |

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

|                            |               |
|----------------------------|---------------|
| <b>TRANSFER OUT</b>        |               |
| 80-36 JAIL                 | 60,000        |
| <b>TOTAL TRANSFERS OUT</b> | <b>60,000</b> |

**TOTAL DEPARTMENT REQUEST** 171,792

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                               |               |
|-------------------------------|---------------|
| Cameras For Jail              | 15,460        |
| Equipment                     | 5,000         |
| Rifles/Mounts for Motorcycles | 3,700         |
| Gun Range LED Lights          | 2,900         |
| LED Light Replacements        | 3,100         |
| <b>TOTAL</b>                  | <b>30,160</b> |

**CAPITAL OUTLAY FY 18-19**

|              |              |
|--------------|--------------|
| Equipment    | 5,000        |
| <b>TOTAL</b> | <b>5,000</b> |

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

| EXPENDITURES         | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| PERSONAL SERVICES    | 112,364             | 113,285                        | 111,185                          | 113,422             |
| BENEFITS             | 32,112              | 34,946                         | 34,515                           | 34,840              |
| MATERIALS & SUPPLIES | 15,954              | 16,290                         | 16,290                           | 16,400              |
| OTHER SERVICES       | 24,158              | 34,623                         | 28,442                           | 36,992              |
| CAPITAL OUTLAY       | 14,708              | 31,144                         | 31,144                           | 45,709              |
| <b>TOTAL</b>         | <b>199,296</b>      | <b>230,288</b>                 | <b>221,576</b>                   | <b>247,363</b>      |

| REVENUES            | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|---------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| INVESTMENT INTEREST | 6,481               | 5,519                          | 6,411                            | 6,559               |
| MISCELLANEOUS       | 23,054              | 24,619                         | 24,538                           | 24,133              |
| TRANSFERS IN- (225) | 172,769             | 176,103                        | 172,275                          | 174,723             |
| <b>TOTAL</b>        | <b>202,304</b>      | <b>206,241</b>                 | <b>203,224</b>                   | <b>205,415</b>      |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES | FUND<br>BALANCE |                 |
|----------------------------|---------------------|----------|----------|-----------------|-----------------|
| 6/30/2015                  | 325,488             | 211,715  | 188,334  | 348,868         | 6/30/2016       |
| 6/30/2016                  | 348,868             | 202,304  | 199,296  | 351,876         | 6/30/2017       |
| 6/30/2017                  | 351,876             | 203,224  | 221,576  | 333,524         | 6/30/2018 - EST |
| 6/30/2018                  | 333,524             | 205,415  | 247,363  | 291,576         | 6/30/2019 - EST |

Excludes Capital Outlay & Transfers Out (10,083) 5% Reserve  
281,493

**FINAL BUDGET 2018-2019**

| PERSONAL SERVICES              |                |
|--------------------------------|----------------|
| 10-01 SALARIES                 | 71,541         |
| 10-02 WAGES                    | 34,239         |
| 10-03 OVERTIME                 | 500            |
| 10-07 ALLOWANCES               | 1,840          |
| 10-10 LONGEVITY                | 1,714          |
| 10-11 SICK LEAVE BUYBACK       | 1,358          |
| 10-13 PDO BUYBACK              | 551            |
| 10-14 SICK LEAVE INCENTIVE     | 1,125          |
| 10-95 SALARY ADJUSTMENT        | 554            |
| <b>TOTAL PERSONAL SERVICES</b> | <b>113,422</b> |

| BENEFITS                        |               |
|---------------------------------|---------------|
| 15-01 SOCIAL SECURITY           | 8,677         |
| 15-02 EMPLOYEES' RETIREMENT     | 11,086        |
| 15-03 GROUP INSURANCE           | 8,745         |
| 15-04 WORKER'S COMP INSURANCE   | 2,512         |
| 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 | 405           |
| <b>TOTAL BENEFITS</b>           | <b>34,840</b> |

| MATERIALS & SUPPLIES                  |               |
|---------------------------------------|---------------|
| 20-34 MAINTENANCE OF EQUIPMENT        | 600           |
| 20-35 SMALL TOOLS & EQUIPMENT         | 800           |
| 20-41 SUPPLIES                        | 4,000         |
| 20-44 GIFT SHOP SUPPLIES              | 11,000        |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>16,400</b> |

(CONTINUED)

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

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

| <u>PERMANENT STAFFING</u>     | <u>FY 18-19</u> | <u>FY 17-18</u> |
|-------------------------------|-----------------|-----------------|
| Travel Info Cntr Coordinator  | 1               | 1               |
| Facilities Project Supervisor | 0.25            | 0.25            |
| <b>TOTAL</b>                  | <b>1.25</b>     | <b>1.25</b>     |
| <u>PART TIME:</u>             | <u>FY 18-19</u> | <u>FY 17-18</u> |
| 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  
 Facilities Project Supervisor .50 from 010-09 Street Dept and .25 Economic Dev Auth (353)

**CONTRACTUAL (30-40) FY 18-19**

|                                                 |              |
|-------------------------------------------------|--------------|
| Jan Pro Janitorial Cleaning                     | 3,540        |
| Quarterly Pest Control                          | 300          |
| 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           |
| Verizon (Service for Square POS Ipad)           | 360          |
| Additional Maintenance/Misc.                    | 1,644        |
| <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  
 2018-19 - 5.25

**OTHER SERVICES & CHARGES**

|                                           |               |
|-------------------------------------------|---------------|
| 30-01 UTILITIES & COMMUNICATIONS          | 7,600         |
| 30-23 UPKEEP REAL PROPERTY                | 10,500        |
| 30-40 CONTRACTUAL                         | 7,740         |
| 30-43 HARDWARE/SOFTWARE MAINTENANCE       | 1,993         |
| 30-49 CREDIT CARD FEES                    | 200           |
| 30-56 SQUARE FEES                         | 720           |
| 30-72 MEMBERSHIPS & SUBSCRIPTIONS         | 650           |
| 30-81 ADVERTISING/PROMOTION               | 2,549         |
| 30-81 ADVERTISING/PROMOTION (BILLBOARD)   | 3,000         |
| 30-85 INSURANCE                           | 2,040         |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>36,992</b> |

**CAPITAL OUTLAY**

|                             |               |
|-----------------------------|---------------|
| 40-02 EQUIPMENT             | 3,000         |
| 40-05 UTILITY IMPROVEMENTS  | 42,709        |
| <b>TOTAL CAPITAL OUTLAY</b> | <b>45,709</b> |

**TOTAL DEPARTMENT REQUEST**

**247,363**

**CAPITAL OUTLAY FY 18-19**

|                                             |               |
|---------------------------------------------|---------------|
| 10' Conference Table & 10 Chairs            | 3,000         |
| Replace Obsolete Sewer Lift Station Package | 42,709        |
| <b>TOTAL</b>                                | <b>45,709</b> |

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                       |               |
|-----------------------|---------------|
| SECURITY SYSTEM       | 6,484         |
| SQUARE POS EQUIP      | 1,300         |
| STORAGE ROOM REMODEL  | 5,055         |
| LED LIGHT CONVERSION  | 6,800         |
| AUTOMATIC DOOR OPENER | 9,995         |
| DOGGIE REST STOP      | 610           |
| SQUARE POS EQUIP      | 900           |
| <b>TOTAL</b>          | <b>31,144</b> |

**FUND: WELCOME CENTER (045)**  
**DEPARTMENT: WELCOME CENTER (74)**

**SIGNIFICANT EXPENDITURE CHANGES:**

FY 18-19 – Replace Submersible Sewer Lift Station Pump; Replace conference table and chairs; Replace non-working overhead spotlights on plane in park with new LED fixtures.

FY 17-18- Replaced/converted remainder of existing light fixtures and bulbs to LED; Installed security camera system and ADA compliance handicap door openers at front entry and public restrooms.

**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.

Besides travel information, the TIC offers free Wi-Fi, clean inside restrooms, free coffee and even a Pet Station and park bench for travelers with dogs.

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. A new Square for Retail Software was

introduced in March of 2018. This will allow us to be more automated with sales of merchandise and also inventory tracking.

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.

## **2018-19 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. We were excited to introduce our new Midwest City map that features a detailed street map and many highlights of Midwest City.
2. Continue ongoing training and occasional "fam tours" for staff and volunteers of travel and attractions for the City of Midwest City and the State of Oklahoma.
3. Continue to find ways 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.
4. Promote our 5<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.
5. Partnering with the Convention & Visitor's Bureau, cohosting our 3<sup>rd</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. Encourage local businesses to be involved with this and all Midwest City events.
6. Continue upkeep and presentation of Welcome Center building and grounds not just for travelers for all of our local guests.



FUND: CONVENTION AND VISITOR BUREAU / ECONOMIC DEVELOPMENT (046)  
DEPARTMENT: CONVENTION AND VISITOR BUREAU (07) & ECONOMIC DEVELOPMENT (87)  
DEPARTMENT HEAD: VAUGHN SULLIVAN

FINAL BUDGET 2018-2019

| EXPENDITURES         | ACTUAL         | AMENDED             | ESTIMATED           | BUDGET              |
|----------------------|----------------|---------------------|---------------------|---------------------|
|                      | 2016-2017      | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| PERSONAL SERVICES    | 154,055        | 158,102             | 158,102             | 146,062             |
| BENEFITS             | 56,402         | 63,825              | 57,987              | 55,611              |
| MATERIALS & SUPPLIES | 984            | 1,380               | 1,379               | 1,750               |
| OTHER SERVICES       | 102,984        | 140,547             | 132,751             | 132,570             |
| CAPITAL OUTLAY       | 5,000          | 3,300               | 3,300               | 1,000               |
| TRANSFER OUT         | 40,000         | -                   | -                   | -                   |
| <b>TOTAL</b>         | <b>359,425</b> | <b>367,154</b>      | <b>353,519</b>      | <b>336,993</b>      |

| REVENUES             | ACTUAL         | AMENDED             | ESTIMATED           | BUDGET              |
|----------------------|----------------|---------------------|---------------------|---------------------|
|                      | 2016-2017      | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| CHARGES FOR SERVICES | 7,450          | -                   | 5,300               | 5,300               |
| INTEREST             | 3,678          | 3,405               | 3,139               | 3,261               |
| TRANSFERS IN         | 322,501        | 328,725             | 321,579             | 326,150             |
| <b>TOTAL</b>         | <b>333,629</b> | <b>332,130</b>      | <b>330,018</b>      | <b>334,711</b>      |

| BUDGETARY     | BUDGET    |          |          | FUND           |                 |
|---------------|-----------|----------|----------|----------------|-----------------|
| FUND BALANCE: | FUND BAL. | REVENUES | EXPENSES | BALANCE        |                 |
| 6/30/2015     | 140,024   | 338,268  | 285,860  | 192,433        | 6/30/2016       |
| 6/30/2016     | 192,433   | 333,629  | 359,425  | 166,637        | 6/30/2017       |
| 6/30/2017     | 166,637   | 330,018  | 353,519  | 143,136        | 6/30/2018 - EST |
| 6/30/2018     | 143,136   | 334,711  | 336,993  | 140,854        | 6/30/2019 - EST |
|               |           |          |          | (16,800)       | 5% Reserve      |
|               |           |          |          | <u>124,054</u> |                 |

Excludes Capital Outlay & Transfers Out

| CVB - 0710                                |                |
|-------------------------------------------|----------------|
| <b>PERSONAL SERVICES</b>                  |                |
| 10-01 SALARIES                            | 63,324         |
| 10-07 ALLOWANCES                          | 1,680          |
| 10-10 LONGEVITY                           | 1,088          |
| 10-13 PDO BUYBACK                         | 488            |
| 10-14 SICK LEAVE INCENTIVE                | 300            |
| 10-95 1 X SALARY ADJUSTMENT               | 170            |
| <b>TOTAL PERSONAL SERVICES</b>            | <b>67,050</b>  |
| <b>BENEFITS</b>                           |                |
| 15-01 SOCIAL SECURITY                     | 5,129          |
| 15-02 EMPLOYEES' RETIREMENT               | 9,387          |
| 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           | 324            |
| <b>TOTAL BENEFITS</b>                     | <b>23,727</b>  |
| <b>MATERIALS AND SUPPLIES</b>             |                |
| 20-41 SUPPLIES                            | 750            |
| <b>TOTAL MATERIALS AND SUPPLIES</b>       | <b>750</b>     |
| <b>OTHER SERVICES &amp; CHARGES</b>       |                |
| 30-40 CONTRACTUAL                         | 18,400         |
| 30-43 HARDWARE/SOFTWARE MAINTENANCE       | 350            |
| 30-46 CONFERENCE INCENTIVE FUNDS          | 22,000         |
| 30-72 MEMBERSHIPS/SUBSCRIPTIONS           | 1,620          |
| 30-81 ADVERTISING/PROMOTION               | 25,850         |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>68,220</b>  |
| <b>CAPITAL OUTLAY</b>                     |                |
| 40-49 COMPUTERS                           | 1,000          |
| <b>TOTAL CAPITAL OUTLAY</b>               | <b>1,000</b>   |
| <b>TOTAL DIVISION REQUEST</b>             | <b>160,747</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 18-19**      **FY 17-18**

**CVB - 0710**

|                        |          |          |
|------------------------|----------|----------|
| Convention/Tourism Mgr | 1        | 1        |
| <b>TOTAL</b>           | <b>1</b> | <b>1</b> |

**Economic Dev - 8710**

|                       |            |          |
|-----------------------|------------|----------|
| Economic Dev Director | 0.8        | 1        |
| <b>TOTAL</b>          | <b>0.8</b> | <b>1</b> |

**TOTAL 0710 & 8710**      **1.8**      **2**

Economic Development Director moved 20% to Economic Development Authority (353) FY 18-19  
 Economic Development Director added in FY 14-15

**ADVERTISING & PROMOTION (30-81) DIVISION 0710 FY 18-19**

|                                            |               |
|--------------------------------------------|---------------|
| OTRD State Travel Guide                    | 4,300         |
| FCMA Travel Guide                          | 2,800         |
| Tinker Base Guide & Directory              | 2,670         |
| Production of 2018 Visitors Guide          | 1,100         |
| Constant Contact - CVB E-newsletter        | 950           |
| Graphic Design for Ads                     | 1,200         |
| OTIA Governor's Conference Sponsorship     | 1,000         |
| OSAE Conference Corporate Sponsorship      | 1,000         |
| Meeting Planner Guide                      | 1,855         |
| Promotional Items                          | 2,500         |
| Tinker Takeoff Insert - Living in Oklahoma | 2,475         |
| Web Hosting Annual - visitmidwestcity.com  | 500           |
| Chamber Directory                          | 750           |
| Co-Op Advert/Promo/Tradeshaw & Exhibit     | 2,500         |
| EOCTC Sponsor of Film Event                | 250           |
| <b>TOTAL</b>                               | <b>25,850</b> |

**CAPITAL OUTLAY FY 18-19 DIVISION 0710**

|              |              |
|--------------|--------------|
| Computers    | 1,000        |
| <b>TOTAL</b> | <b>1,000</b> |

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                       |              |
|-----------------------|--------------|
| Chairs                | 800          |
| Inkjet Printer        | 500          |
| Desktop Color Printer | 2,000        |
| <b>TOTAL</b>          | <b>3,300</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
- 2018-19 - 1.8

**ECONOMIC DEVELOPMENT - 8710**

**PERSONAL SERVICES**

|                                |               |
|--------------------------------|---------------|
| 10-01 SALARIES                 | 74,078        |
| 10-07 ALLOWANCES               | 3,504         |
| 10-13 PDO BUYBACK              | 574           |
| 10-14 SICK LEAVE INCENTIVE     | 720           |
| 10-95 1 X SALARY ADJUSTMENT    | 136           |
| <b>TOTAL PERSONAL SERVICES</b> | <b>79,012</b> |

**BENEFITS**

|                                 |               |
|---------------------------------|---------------|
| 15-01 SOCIAL SECURITY           | 6,044         |
| 15-02 EMPLOYEES' RETIREMENT     | 11,062        |
| 15-03 GROUP INSURANCE           | 9,472         |
| 15-06 TRAVEL & SCHOOL           | 3,555         |
| 15-13 LIFE                      | 130           |
| 15-14 DENTAL                    | 1,071         |
| 15-20 OVERHEAD HEALTH CARE COST | 550           |
| <b>TOTAL BENEFITS</b>           | <b>31,884</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            | 450           |
| 30-16 MWC CHAMBER CONTRACT                | 36,000        |
| 30-40 CONTRACTUAL - TIF 50%               | 20,000        |
| 30-43 HARDWARE/SOFTWARE MAINT.            | 1,000         |
| 30-72 MEMBERSHIP/SUBSCRIPTIONS            | 600           |
| 30-81 ADVERTISING/PROMOTION               | 6,300         |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>64,350</b> |

**TOTAL DIVISION REQUEST**      **176,246**

**TOTAL DEPARTMENT REQUEST**      **336,993**

**CONTRACTUAL (30-40) DIVISION 0710 FY 18-19**

|                                                        |               |
|--------------------------------------------------------|---------------|
| 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 18-19**

|              |               |
|--------------|---------------|
| 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 are 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.

The recently printed visitors guide will be available for distribution for the next 16 months. The [visitmidwestcity.com](http://visitmidwestcity.com) website will be continuously updated to keep up with the ever changing dining venues, retail shopping options and entertainment amenities.

Welcome bags containing the guide and other promotional items are also available upon request to qualified conference groups.

A long overdue Midwest City tourism video is being created. The video will be shown in a continuous loop on [visitmidwestcity.com](http://visitmidwestcity.com) and utilized as promotional piece when soliciting business to Midwest City. The highlight video will be produced as such to draw overnight conference visitors, day visitors and new businesses for Economic Development. The video dead-

line is June 2018 as it will be debuted at the 2018 Buick Car Show in Denver whereas the Convention & Visitors Bureau will be serving as a the welcoming host city for the 2019 event with exhibition booth, visitors welcome bags and information on visiting Midwest City and Central Oklahoma.

### **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 quarterly meetings or as needed based upon group visitor business

#### **2018-2019 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. Create Midwest City Tourism promotional video to attract overnight conference attendees, day visitors and new businesses for Economic Development.
3. 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.
4. 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.
5. 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.
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:**

None

**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).

In FY 2017 – 2018 the vacant industrial building at 1720 National AV was put back in service and promises to create or import a total of nearly 50

additional jobs within the next three years. We are continuing efforts to recruit quality employers that offer living wages to the Soldier Creek Industrial 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 2018 – 2019 we will continue to concentrate on shoring up any sales tax leakage points as we fill existing 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 industrialists in hopes of creating more jobs that may possibly add new residents and expand our tax base.

## **Continuing Programs**

### **International Council of Shopping Centers**

The ICSC is non-profit entity comprised of a variety of establishments that focus on commercial development. Midwest City has had a presence at the Dallas, Las Vegas and Oklahoma City ICSC conference for several years.

### **Oklahoma City Commercial Real Estate Council**

We are one of only three cities currently supporting the OKC CREC, the others being Edmond and Oklahoma City. This organization and its events offer excellent opportunities to network one on one with some of the most powerful and active office, retail and industrial brokers in the Metro area.

**FUND: EMERGENCY OPERATIONS (070)**  
**DEPARTMENT: EMERG OPERATION FUND (21)**  
**DEPARTMENT HEAD: MIKE BOWER**

| EXPENDITURES         | ACTUAL         | AMENDED             | ESTIMATED           | BUDGET              |
|----------------------|----------------|---------------------|---------------------|---------------------|
|                      | 2016-2017      | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| PERSONAL SERVICES    | 294,982        | 323,855             | 323,855             | 297,875             |
| BENEFITS             | 56,125         | 70,184              | 70,184              | 68,227              |
| MATERIALS & SUPPLIES | 3,124          | 4,293               | 3,544               | 2,893               |
| OTHER SERVICES       | 22,093         | 21,654              | 20,678              | 22,313              |
| CAPITAL OUTLAY       | 32,827         | 95,031              | 95,031              | 13,500              |
| TRANSFERS OUT        | 47,957         | 50,354              | 50,354              | 80,000              |
| <b>TOTAL</b>         | <b>457,108</b> | <b>565,371</b>      | <b>563,646</b>      | <b>484,808</b>      |

| REVENUES                | ACTUAL         | AMENDED             | ESTIMATED           | BUDGET              |
|-------------------------|----------------|---------------------|---------------------|---------------------|
|                         | 2016-2017      | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| TAXES                   | 343,831        | 345,951             | 348,972             | 464,975             |
| INVESTMENT INTEREST     | 11,762         | 10,423              | 10,056              | 9,860               |
| CHARGES FOR SERVICES    | 27,250         | 27,250              | 27,250              | 27,250              |
| MISCELLANEOUS           | -              | 750                 | 750                 | -                   |
| TRANSFERS IN - Fund 143 | 15,000         | 22,500              | 22,500              | 15,000              |
| <b>TOTAL</b>            | <b>397,843</b> | <b>406,874</b>      | <b>409,528</b>      | <b>517,085</b>      |

| BUDGETARY     | BUDGET    | REVENUES | EXPENSES | FUND    |
|---------------|-----------|----------|----------|---------|
| FUND BALANCE: | FUND BAL. |          |          | BALANCE |
| 6/30/2015     | 740,750   | 411,909  | 494,601  | 658,058 |
| 6/30/2016     | 658,058   | 397,843  | 457,108  | 598,793 |
| 6/30/2017     | 598,793   | 409,528  | 563,646  | 444,675 |
| 6/30/2018     | 444,675   | 517,085  | 484,808  | 476,952 |

Excludes Capital Outlay & Transfers Out (19,565) 5% Reserve  
457,387

**FINAL BUDGET 2018-2019**

| PERSONAL SERVICES              |                |
|--------------------------------|----------------|
| 10-01 SALARIES                 | 209,772        |
| 10-03 OVERTIME                 | 48,258         |
| 10-04 ADDITIONAL PAY           | 15,144         |
| 10-07 ALLOWANCES               | 3,780          |
| 10-10 LONGEVITY                | 7,083          |
| 10-11 SL BUYBACKS              | 4,130          |
| 10-12 VL BUYBACKS              | 2,484          |
| 10-13 PDO BUYBACKS             | 3,773          |
| 10-14 SICK LEAVE INCENTIVE     | 1,800          |
| 10-19 ON CALL                  | 730            |
| 10-27 SHIFT DIFFERENTIAL       | 500            |
| 10-95 SALARY ADJUSTMENT        | 421            |
| <b>TOTAL PERSONAL SERVICES</b> | <b>297,875</b> |

| BENEFITS                        |               |
|---------------------------------|---------------|
| 15-01 SOCIAL SECURITY           | 22,787        |
| 15-02 EMPLOYEE'S RETIREMENT     | 26,559        |
| 15-03 GROUP INSURANCE           | 15,912        |
| 15-13 LIFE                      | 405           |
| 15-14 DENTAL                    | 1,336         |
| 15-20 OVERHEAD HEALTH CARE COST | 1,228         |
| <b>TOTAL BENEFITS</b>           | <b>68,227</b> |

| MATERIALS AND SUPPLIES              |              |
|-------------------------------------|--------------|
| 20-63 FLEET FUEL                    | 21           |
| 20-64 FLEET PARTS                   | 1,256        |
| 20-65 FLEET LABOR                   | 1,616        |
| <b>TOTAL MATERIALS AND SUPPLIES</b> | <b>2,893</b> |

| OTHER SERVICES AND CHARGES              |               |
|-----------------------------------------|---------------|
| 30-02 SMALL TOOLS AND EQUIPMENT         | 1,000         |
| 30-21 SURPLUS PROPERTY                  | 1,272         |
| 30-24 MAINTENANCE OF EQUIPMENT          | 4,500         |
| 30-43 HARDWARE/SOFTWARE MAINTENANCE     | 15,225        |
| 30-86 AUDIT                             | 316           |
| <b>TOTAL OTHER SERVICES AND CHARGES</b> | <b>22,313</b> |

(CONTINUED)



**FUND: EMERGENCY OPERATIONS (070)**  
**DEPARTMENT: EMERG OPERATION FUND (21)**  
**DEPARTMENT HEAD: MIKE BOWER**  
**PAGE TWO**

| <u>PERMANENT STAFFING</u> | <u>FY 18-19</u> | <u>FY 17-18</u> |
|---------------------------|-----------------|-----------------|
| EOC Manager               | 1               | 1               |
| Communication Spec II     | 1.5             | 1.5             |
| Communications Coordinato | 0               | 0.27            |
| <b>TOTAL</b>              | <b>2.5</b>      | <b>2.77</b>     |

.27 Comm Coord to Fund 040 FY 18-19  
.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  
2018-19 - 2.5

| <b>CAPITAL OUTLAY</b>       |               |
|-----------------------------|---------------|
| 40-02 EQUIPMENT             | 13,500        |
| <b>TOTAL CAPITAL OUTLAY</b> | <b>13,500</b> |

| <b>TRANSFERS OUT</b>                     |               |
|------------------------------------------|---------------|
| 80-14 TRANSFERS OUT (TECHNOLOGY FUND 14) | 80,000        |
| <b>TOTAL TRANSFERS OUT</b>               | <b>80,000</b> |

**TOTAL DEPARTMENT REQUEST** **484,808**

**CAPITAL OUTLAY FY 18-19**

|                          |               |
|--------------------------|---------------|
| Recording Engine         | 7,500         |
| Anti-hack Radio Hardware | 6,000         |
| <b>TOTAL</b>             | <b>13,500</b> |

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                           |               |
|---------------------------|---------------|
| FURNITURE CONSOLE UPGRADE | 6,000         |
| PORTABLE RADIOS           | 20,000        |
| UPGRADE ZETRON MODULE     | 8,940         |
| 10 CHANNEL RADIO TRANSMIT | 8,760         |
| IP SITECONNECT INTERFACE  | 10,000        |
| 1 LG MONITOR FOR EA WRKST | 105           |
| GPS FREQUENCY REF         | 885           |
| EMERGENCY LIGHTING        | 900           |
| ANTENNA & TOWER CJ BLDG   | 14,441        |
| 911 RECORDER              | 25,000        |
| <b>TOTAL</b>              | <b>95,031</b> |

**FUND: EMERGENCY OPERATIONS (070)**  
**DEPARTMENT: EMERGENCY OPERATIONS CENTER**

**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: ACTIVITY (115)  
DEPARTMENT: RECREATION (78)  
DEPARTMENT HEAD: VAUGHN SULLIVAN

| EXPENDITURES         | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| PERSONAL SERVICES    | 10,512              | 14,800                         | 9,166                            | 14,800              |
| BENEFITS             | 792                 | 1,133                          | 701                              | 1,132               |
| MATERIALS & SUPPLIES | 55,109              | 77,881                         | 56,823                           | 70,472              |
| OTHER SERVICES       | 62,481              | 82,700                         | 74,815                           | 94,200              |
| CAPITAL OUTLAY       | -                   | 43,815                         | 43,815                           | 20,000              |
| <b>TOTAL</b>         | <b>128,894</b>      | <b>220,329</b>                 | <b>185,320</b>                   | <b>200,604</b>      |

| REVENUES             | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| CHARGES FOR SERVICES | 65,876              | 68,452                         | 59,902                           | 65,872              |
| INTEREST             | 5,314               | 4,733                          | 6,590                            | 6,844               |
| MISCELLANEOUS        | 98,896              | 92,096                         | 103,623                          | 97,644              |
| TRANSFER IN/PARK 123 | 25,000              | -                              | -                                | -                   |
| <b>TOTAL</b>         | <b>195,086</b>      | <b>165,281</b>                 | <b>170,115</b>                   | <b>170,360</b>      |

| PART TIME:           | FY 18-19 | FY 17-18 |
|----------------------|----------|----------|
| Softball Maintenance | 1        | 1        |

FINAL BUDGET 2018-2019

| 2315 - Holiday Lights          |              |
|--------------------------------|--------------|
| <b>PERSONAL SERVICES</b>       |              |
| 10-02 WAGES                    | 2,700        |
| <b>TOTAL PERSONAL SERVICES</b> | <b>2,700</b> |

|                       |            |
|-----------------------|------------|
| <b>BENEFITS</b>       |            |
| 15-01 SOCIAL SECURITY | 207        |
| <b>TOTAL BENEFITS</b> | <b>207</b> |

|                                       |               |
|---------------------------------------|---------------|
| <b>MATERIALS &amp; SUPPLIES</b>       |               |
| 20-34 MAINTENANCE OF EQUIPMENT        | 1,500         |
| 20-41 SUPPLIES                        | 12,000        |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>13,500</b> |

|                                           |               |
|-------------------------------------------|---------------|
| <b>OTHER SERVICES &amp; CHARGES</b>       |               |
| 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> |
|-------------------------------|---------------|

2320 - Night Light Run

|                                       |              |
|---------------------------------------|--------------|
| <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>       |              |
| 30-41 CONTRACT LABOR                      | 2,000        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>2,000</b> |

|                               |              |
|-------------------------------|--------------|
| <b>TOTAL DIVISION REQUEST</b> | <b>7,000</b> |
|-------------------------------|--------------|

(CONTINUED)

FUND: ACTIVITY (115)  
DEPARTMENT: RECREATION (78)  
DEPARTMENT HEAD: VAUGHN SULLIVAN  
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| FUND BALANCE ESTIMATED ACTUAL AT 6-30-18 |                         |                       |                       |                         |
|------------------------------------------|-------------------------|-----------------------|-----------------------|-------------------------|
| DEPT/DIVISION                            | 6/30/17 FUND<br>BALANCE | ESTIMATED<br>REVENUES | ESTIMATED<br>EXPENSES | 6/30/18 FUND<br>BALANCE |
| 7810 - SOFTBALL                          | 29,839                  | 34,385                | 20,743                | 43,481                  |
| 7812 - BASEBALL                          | 358                     | -                     | -                     | 358                     |
| 7813 - PAVILIONS                         | 114,863                 | 28,486                | 44,688                | 98,661                  |
| 7814 - PARK FACILITIES                   | 18,506                  | 12,897                | 18,815                | 12,588                  |
| 7815 - MISC PROGRAMS                     | 33,536                  | 20,353                | 27,950                | 25,939                  |
| 7816/910 - NATURE TRAIL                  | 1,120                   | -                     | 500                   | 620                     |
| 7817 - TREE BOARD                        | 35,559                  | -                     | 4,549                 | 31,010                  |
| 7819 - ART BOARD                         | 1,628                   | -                     | -                     | 1,628                   |
| 7820 - SPECIAL EVENTS                    | 300                     | -                     | -                     | 300                     |
| 7822 - RENAISSANCE RUN                   | 6,181                   | -                     | 8,400                 | (2,219)                 |
| 2315 - HOLIDAY LIGHTS                    | 32,853                  | 62,108                | 55,627                | 39,334                  |
| 2320 - NIGHT LIGHT RUN                   | 12,649                  | 4,429                 | 4,047                 | 13,031                  |
| 2325 - DOG PARKS                         | 2,700                   | 735                   | -                     | 3,435                   |
| UNDESIGNATED-INTEREST                    | 45,806                  | 6,723                 | -                     | 52,529                  |
|                                          | <b>335,898</b>          | <b>170,116</b>        | <b>185,319</b>        | <b>320,695</b>          |

| FUND BALANCE ESTIMATED ACTUAL AT 6-30-19 |                         |                       |                       |                         |
|------------------------------------------|-------------------------|-----------------------|-----------------------|-------------------------|
| DEPT/DIVISION                            | 6/30/18 FUND<br>BALANCE | ESTIMATED<br>REVENUES | ESTIMATED<br>EXPENSES | 6/30/19 FUND<br>BALANCE |
| 7810 - SOFTBALL                          | 43,481                  | 35,009                | 34,776                | 43,714                  |
| 7812 - BASEBALL                          | 358                     | -                     | 15,000                | (14,642)                |
| 7813 - PAVILIONS                         | 98,661                  | 27,394                | 47,700                | 78,355                  |
| 7814 - PARK FACILITIES                   | 12,588                  | 14,547                | -                     | 27,135                  |
| 7815 - MISC PROGRAMS                     | 25,939                  | 23,086                | 30,922                | 18,103                  |
| 7816/910 - NATURE TRAIL                  | 620                     | -                     | 500                   | 120                     |
| 7817 - TREE BOARD                        | 31,010                  | -                     | 5,000                 | 26,010                  |
| 7819 - ART BOARD                         | 1,628                   | -                     | -                     | 1,628                   |
| 7820 - SPECIAL EVENTS                    | 300                     | -                     | -                     | 300                     |
| 7822 - RENAISSANCE RUN                   | (2,219)                 | 3,000                 | 7,800                 | (7,019)                 |
| 2315 - HOLIDAY LIGHTS                    | 39,334                  | 55,703                | 51,907                | 43,130                  |
| 2320 - NIGHT LIGHT RUN                   | 13,031                  | 4,000                 | 7,000                 | 10,031                  |
| 2325 - DOG PARKS                         | 3,435                   | 777                   | -                     | 4,212                   |
| UNDESIGNATED-INTEREST                    | 52,529                  | 6,844                 | -                     | 59,373                  |
|                                          | <b>320,695</b>          | <b>170,360</b>        | <b>200,605</b>        | <b>290,450</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> |

| 7812 - Baseball                           |               |
|-------------------------------------------|---------------|
| <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/COMMUNICATIONS            | 5,000         |
| 30-23 UPKEEP REAL PROPERTY                | 5,000         |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>10,000</b> |
| <b>TOTAL DIVISION REQUEST</b>             | <b>15,000</b> |

(CONTINUED)

FUND: ACTIVITY (115)  
 DEPARTMENT: RECREATION (78)  
 DEPARTMENT HEAD: VAUGHN SULLIVAN  
 PAGE THREE

**CONTRACTUAL (30-40) DIVISION 2315 FY 18-19**

|                                  |              |
|----------------------------------|--------------|
| Traffic Engineering Consultation | 1,200        |
| Ron Boland                       | 5,800        |
| <b>TOTAL</b>                     | <b>7,000</b> |

**CONTRACTUAL (30-40) DIVISION 7810 FY 18-19**

|                      |              |
|----------------------|--------------|
| Ameriworks           | 400          |
| USSSA                | 1,300        |
| John Roche (Umpires) | 900          |
| Quickscores          | 400          |
| <b>TOTAL</b>         | <b>3,000</b> |

**CONTRACTUAL (30-40) DIVISION 7813 FY 18-19**

|                    |               |
|--------------------|---------------|
| Mid-Del Group Home | 15,000        |
| <b>TOTAL</b>       | <b>15,000</b> |

**CONTRACTUAL (30-40) DIVISION 7815 FY 18-19**

|                             |              |
|-----------------------------|--------------|
| Instructors for Rec Classes | 5,000        |
| <b>TOTAL</b>                | <b>5,000</b> |

**CONTRACTUAL (30-40) DIVISION 7822 FY 18-19**

|                                    |              |
|------------------------------------|--------------|
| Race Organizer for Renaissance Run | 2,000        |
| <b>TOTAL</b>                       | <b>2,000</b> |

**CAPITAL OUTLAY DIVISION 7813 FY 17-18 (EST ACTUAL)**

|                                  |               |
|----------------------------------|---------------|
| Security Cameras - J Barnes Park | 25,000        |
| <b>TOTAL</b>                     | <b>25,000</b> |

**CAPITAL OUTLAY DIVISION 7814 FY 17-18 (EST ACTUAL)**

|                         |               |
|-------------------------|---------------|
| J Barnes Trail Work PH2 | 18,815        |
| <b>TOTAL</b>            | <b>18,815</b> |

**CAPITAL OUTLAY DIVISION 7813 FY 18-19**

|                              |               |
|------------------------------|---------------|
| Picnic Tables and Trash Cans | 20,000        |
| <b>TOTAL</b>                 | <b>20,000</b> |

**7813 - Pavilions**

**OTHER SERVICES & CHARGES**

|                                           |               |
|-------------------------------------------|---------------|
| 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> |

**CAPITAL OUTLAY**

|                             |               |
|-----------------------------|---------------|
| 40-02 EQUIPMENT             | 20,000        |
| <b>TOTAL CAPITAL OUTLAY</b> | <b>20,000</b> |

|                               |               |
|-------------------------------|---------------|
| <b>TOTAL DIVISION REQUEST</b> | <b>47,700</b> |
|-------------------------------|---------------|

**7815 - Miscellaneous Programs**

**MATERIALS & SUPPLIES**

|                                       |               |
|---------------------------------------|---------------|
| 20-01 MISCELLANEOUS                   | 4,000         |
| 20-42 TRICK OR TREAT                  | 8,000         |
| 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           | 10,000        |
| 20-68 MOM/SON BEACH PARTY             | 522           |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>25,672</b> |

**OTHER SERVICES & CHARGES**

|                                           |              |
|-------------------------------------------|--------------|
| 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>30,922</b> |
|-------------------------------|---------------|

**7816 - Nature Trails**

**MATERIALS & SUPPLIES**

|                                       |            |
|---------------------------------------|------------|
| 20-41 SUPPLIES                        | 500        |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>500</b> |

|                               |            |
|-------------------------------|------------|
| <b>TOTAL DIVISION REQUEST</b> | <b>500</b> |
|-------------------------------|------------|

(CONTINUED)

FUND: ACTIVITY (115)  
DEPARTMENT: RECREATION (78)  
DEPARTMENT HEAD: VAUGHN SULLIVAN  
PAGE FOUR

| <u>7817 - Tree Board</u>                  |                |
|-------------------------------------------|----------------|
| OTHER SERVICES & CHARGES                  |                |
| 20-07 TREES                               | 5,000          |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>5,000</b>   |
| <hr/>                                     |                |
| <b>TOTAL DIVISION REQUEST</b>             | <b>5,000</b>   |
| <hr/>                                     |                |
| <u>7822 - Renaissance Run</u>             |                |
| MATERIALS & SUPPLIES                      |                |
| 20-41 SUPPLIES                            | 5,800          |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b>     | <b>5,800</b>   |
|                                           |                |
| OTHER SERVICES & CHARGES                  |                |
| 30-40 CONTRACTUAL                         | 2,000          |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>2,000</b>   |
| <hr/>                                     |                |
| <b>TOTAL DIVISION REQUEST</b>             | <b>7,800</b>   |
| <hr/>                                     |                |
| <b>TOTAL DEPARTMENT REQUEST</b>           | <b>200,604</b> |

FUND: PARK & RECREATION PROJECTS (123)  
DEPARTMENT: MWC PARKS & REC (06) & (23)  
DEPARTMENT HEAD: VAUGHN SULLIVAN

FINAL BUDGET 2018-2019

| EXPENDITURES         | ACTUAL         | AMENDED        | ESTIMATED      | BUDGET         |
|----------------------|----------------|----------------|----------------|----------------|
|                      | 2016-2017      | BUDGET         | ACTUAL         |                |
|                      | 2016-2017      | 2017-2018      | 2017-2018      | 2018-2019      |
| PERSONAL SERVICES    | 56,146         | 57,652         | 56,350         | 58,624         |
| BENEFITS             | 23,470         | 25,395         | 23,806         | 25,602         |
| MATERIALS & SUPPLIES | 3,098          | 5,040          | 2,803          | 5,000          |
| OTHER SERVICES       | 275,730        | 362,599        | 355,612        | 304,673        |
| CAPITAL OUTLAY       | 105,868        | 381,386        | 341,386        | 257,000        |
| TRANSFERS OUT        | 25,000         | -              | -              | -              |
| <b>TOTAL</b>         | <b>489,312</b> | <b>832,072</b> | <b>779,957</b> | <b>650,899</b> |

| REVENUES         | ACTUAL         | AMENDED        | ESTIMATED      | BUDGET         |
|------------------|----------------|----------------|----------------|----------------|
|                  | 2016-2017      | BUDGET         | ACTUAL         |                |
|                  | 2016-2017      | 2017-2018      | 2017-2018      | 2018-2019      |
| TAXES            | 424,483        | 427,099        | 430,830        | 429,635        |
| INTEREST         | 12,036         | 11,313         | 11,282         | 11,227         |
| MISCELLANEOUS    | 56,842         | 30,000         | 30,755         | 30,000         |
| ASSET RETIREMENT | 3,955          | -              | -              | 15,000         |
| TRANSFERS IN     | 80,625         | 82,181         | 80,395         | 81,538         |
| <b>TOTAL</b>     | <b>577,941</b> | <b>550,593</b> | <b>553,262</b> | <b>567,400</b> |

| BUDGETARY     | BUDGET    |          |          | FUND    |                |
|---------------|-----------|----------|----------|---------|----------------|
| FUND BALANCE: | FUND BAL. | REVENUES | EXPENSES | BALANCE |                |
| 6/30/2015     | 378,456   | 572,186  | 397,821  | 552,750 | 06/30/16       |
| 6/30/2016     | 552,750   | 577,941  | 489,312  | 641,379 | 06/30/17       |
| 6/30/2017     | 641,379   | 553,262  | 779,957  | 414,684 | 06/30/18 - EST |
| 6/30/2018     | 414,684   | 567,400  | 650,899  | 331,185 | 06/30/19 - EST |

**PARK AND RECREATIONS (06)**

| PERSONAL SERVICES              |               |
|--------------------------------|---------------|
| 10-01 SALARIES                 | 53,674        |
| 10-07 ALLOWANCES               | 1,675         |
| 10-10 LONGEVITY                | 1,241         |
| 10-11 SL BUYBACK               | 578           |
| 10-12 VL BUYBACK               | 620           |
| 10-13 PDO BUYBACK              | 413           |
| 10-14 SICK LEAVE INCENTIVE     | 293           |
| 10-95 1X SALARY ADJUSTMENT     | 130           |
| <b>TOTAL PERSONAL SERVICES</b> | <b>58,624</b> |

| BENEFITS                        |               |
|---------------------------------|---------------|
| 15-01 SOCIAL SECURITY           | 4,485         |
| 15-02 EMPLOYEES' RETIREMENT     | 8,207         |
| 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 | 248           |
| <b>TOTAL BENEFITS</b>           | <b>25,602</b> |

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

| OTHER SERVICES & CHARGES                  |                |
|-------------------------------------------|----------------|
| 30-01 UTILITIES/COMMS                     | 65,000         |
| 30-21 SURPLUS PROPERTY                    | 933            |
| 30-23 UPKEEP REAL PROPERTY                | 30,000         |
| 30-40 CONTRACTUAL                         | 25,000         |
| 30-81 ADVERTISING - PROMOTION             | 52,150         |
| 30-86 AUDIT                               | 390            |
| 30-91 SPECIAL EVENTS                      | 124,700        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>298,173</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 18-19     | FY 17-18     |
|--------------------------------|--------------|--------------|
| Park & Rec Supervisor          | 0.325        | 0.325        |
| Special Events & Marketing Mgr | 0.44         | 0.44         |
| <b>TOTAL</b>                   | <b>0.765</b> | <b>0.765</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
- 2018-19 - .765

**CAPITAL OUTLAY FY 18-19**

|                                           |                |
|-------------------------------------------|----------------|
| 15 Golf Carts (used to be in Fund 197)    | 60,000         |
| Pup Truck                                 | 120,000        |
| (2) iPads                                 | 1,000          |
| Trailer-Mounted Power Washer              | 11,000         |
| Optimist Park Restroom (2nd Year Funding) | 40,000         |
| Playground Equipment                      | 25,000         |
| <b>TOTAL</b>                              | <b>257,000</b> |

**SPECIAL EVENTS (30-91)**

|                         | PROJECT |                |
|-------------------------|---------|----------------|
| Pow Wow                 | 061908  | 1,200          |
| Tribute to Liberty      | 061909  | 26,000         |
| Veterans Day Parade     | 061910  | 9,500          |
| Midwest Summer Fest     | 061911  | 12,000         |
| Made in Oklahoma        | 061912  | 40,000         |
| Mid America Street Fest | 061913  | 32,000         |
| Other Special Events    | 061914  | 4,000          |
| <b>TOTAL</b>            |         | <b>124,700</b> |

**CAPITAL OUTLAY**

|                             |                |
|-----------------------------|----------------|
| 40-01 VEHICLES              | 120,000        |
| 40-02 EQUIPMENT             | 96,000         |
| 40-07 BUILDING              | 40,000         |
| 40-49 COMPUTERS             | 1,000          |
| <b>TOTAL CAPITAL OUTLAY</b> | <b>257,000</b> |

**TOTAL DEPARTMENT REQUEST 644,399**

**PARK PLAY (23)**

**OTHER SERVICES & CHARGES**

|                                           |              |
|-------------------------------------------|--------------|
| 30-40 CONTRACTUAL - STEAM CAMP            | 6,500        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>6,500</b> |

**TOTAL DEPARTMENT REQUEST 6,500**

**TOTAL FUND REQUEST 650,899**

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                           |                |
|---------------------------|----------------|
| 2 LIFEGUARD CHAIRS        | 6,800          |
| 4 SECURITY CAMERAS        | 3,000          |
| (10) 6' TABLES - CMTY CTR | 4,000          |
| 15 GOLF CARTS             | 81,000         |
| OPTIMIST PARK PH 1        | 50,000         |
| OPTIMIST PARK - PH 2      | 50,000         |
| JOE BARNES TRAIL          | 46,238         |
| PARK BRIDGE REPL PH 1     | 25,000         |
| TENNIS/BBALL CRT RESTRMS  | 12,848         |
| OPTIMIST PARK RR PH 1     | 40,000         |
| BOMBER RM PATIO RENOVATE  | 5,000          |
| SIGNAGE FOR SPIRIT TRAIL  | 10,000         |
| FESTIVAL MGMT SOFTWARE    | 3,000          |
| COMPUTERS                 | 4,500          |
| <b>TOTAL</b>              | <b>341,386</b> |

**CONTRACTUAL (30-40) FY 18-19**

|                                    |               |
|------------------------------------|---------------|
| 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)                    | 6,500         |
| <b>TOTAL</b>                       | <b>31,500</b> |

FUND: CDBG (141)  
DEPARTMENT: GRANTS MANAGEMENT  
DEPARTMENT HEAD: TERRI CRAFT  
NON-FISCAL FUND

| EXPENDITURES         | ACTUAL         | AMENDED             | ESTIMATED           | BUDGET              |
|----------------------|----------------|---------------------|---------------------|---------------------|
|                      | 2016-2017      | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| PERSONAL SERVICES    | 208,042        | 215,990             | 214,257             | 223,023             |
| BENEFITS             | 83,590         | 96,230              | 95,438              | 98,565              |
| MATERIALS & SUPPLIES | 380            | 931                 | 492                 | 500                 |
| OTHER SERVICES       | 2,991          | 2,950               | 2,950               | 3,099               |
| GRANT ACTIVITY       | 178,134        | 473,895             | 232,526             | 252,509             |
| CAPITAL OUTLAY       | 5,427          | 1,000               | 1,000               | 1,000               |
| TRANSFERS            | 9,127          | -                   | -                   | -                   |
| <b>TOTAL</b>         | <b>487,691</b> | <b>790,996</b>      | <b>546,663</b>      | <b>578,696</b>      |

| REVENUES          | ACTUAL         | AMENDED             | ESTIMATED           | BUDGET              |
|-------------------|----------------|---------------------|---------------------|---------------------|
|                   | 2016-2017      | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| INTERGOVERNMENTAL | 325,762        | 349,946             | 384,861             | 401,492             |
| TRANSFER IN       | 152,802        | 162,640             | 162,640             | 177,204             |
| <b>TOTAL</b>      | <b>478,564</b> | <b>512,586</b>      | <b>547,501</b>      | <b>578,696</b>      |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES | FUND<br>BALANCE |
|----------------------------|---------------------|----------|----------|-----------------|
| 6/30/2015                  | 7,240               | 457,837  | 457,837  | 15,156          |
| 6/30/2016                  | 15,156              | 478,564  | 487,691  | 6,029           |
| 6/30/2017                  | 6,029               | 547,501  | 546,663  | 6,867           |
| 6/30/2018                  | 6,867               | 578,696  | 578,696  | 6,867           |

FINAL BUDGET 2018-2019

| CDBG PROGRAMS (3901)           |               |
|--------------------------------|---------------|
| <b>PERSONAL SERVICES</b>       |               |
| 10-01 SALARY                   | 56,676        |
| 10-07 ALLOWANCES               | 480           |
| 10-10 LONGEVITY                | 1,477         |
| 10-13 PDO BUYBACK              | 437           |
| 10-14 SICK LEAVE INCENTIVE     | 500           |
| 10-95 1X SALARY ADJUSTMENT     | 170           |
| <b>TOTAL PERSONAL SERVICES</b> | <b>59,740</b> |

|                                 |               |
|---------------------------------|---------------|
| <b>BENEFITS</b>                 |               |
| 15-01 SOCIAL SECURITY           | 4,570         |
| 15-02 RETIREMENT                | 8,364         |
| 15-03 GROUP HEALTH INSURANCE    | 11,840        |
| 15-04 WORKERS COMP INSURANCE    | 720           |
| 15-13 LIFE                      | 162           |
| 15-14 DENTAL                    | 1,339         |
| 15-20 OVERHEAD HEALTH CARE COST | 324           |
| <b>TOTAL BENEFITS</b>           | <b>27,319</b> |

|                                           |            |
|-------------------------------------------|------------|
| <b>OTHER SERVICES &amp; CHARGES</b>       |            |
| 30-85 INSURANCE/FIRE-THEFT-LIAB           | 333        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>333</b> |

**TOTAL DIVISION REQUEST 87,392**

| CDBG PROGRAMS (3903)                     |               |
|------------------------------------------|---------------|
| <b>PERSONAL SERVICES (HOUSING REHAB)</b> |               |
| 10-01 SALARY                             | 62,795        |
| 10-07 ALLOWANCES                         | 480           |
| 10-10 LONGEVITY                          | 3,000         |
| 10-95 1X SALARY ADJUSTMENT               | 170           |
| <b>TOTAL PERSONAL SERVICES</b>           | <b>66,445</b> |

(CONTINUED)

**FUND: CDBG (141)**  
**DEPARTMENT: GRANTS MANAGEMENT**  
**DEPARTMENT HEAD: TERRI CRAFT**  
**NON-FISCAL FUND**  
**PAGE TWO**

| <u>PERMANENT STAFFING</u> | <u>FY 18-19</u> | <u>FY 17-18</u> |
|---------------------------|-----------------|-----------------|
| 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

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|              |             |
|--------------|-------------|
| Computer     | 1000        |
| <b>Total</b> | <b>1000</b> |

**CAPITAL OUTLAY FY 18-19**

|              |             |
|--------------|-------------|
| Computer     | 1000        |
| <b>Total</b> | <b>1000</b> |

**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  
 2018-19 - 2.9

**BENEFITS**

|                                 |               |
|---------------------------------|---------------|
| 15-01 SOCIAL SECURITY           | 5,083         |
| 15-02 RETIREMENT                | 9,302         |
| 15-03 GROUP HEALTH INSURANCE    | 11,840        |
| 15-04 WORKERS COMP INSURANCE    | 720           |
| 15-13 LIFE                      | 162           |
| 15-14 DENTAL                    | 1,339         |
| 15-20 OVERHEAD HEALTH CARE COST | 324           |
| <b>TOTAL BENEFITS</b>           | <b>28,770</b> |

**OTHER SERVICES & CHARGES**

|                                           |            |
|-------------------------------------------|------------|
| 30-85 INSURANCE/FIRE-THEFT-LIAB           | 333        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>333</b> |

**TOTAL DIVISION REQUEST 95,548**

**GRANT ACTIVITIES (3928)**

**MATERIALS & SUPPLIES**

|                                       |            |
|---------------------------------------|------------|
| 20-63 FLEET FUEL                      | 449        |
| 20-64 FLEET PARTS                     | 43         |
| 20-65 FLEET LABOR                     | 87         |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>579</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                         | 26,637         |
| 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            | 10,000         |
| 30-18 PRIMARY SYSTEM HOME REPAIRS         | 19,593         |
| 30-19 SHARE-A-FARE PROGRAM                | 2,200          |
| 30-21 SR MED RIDE PROGRAM                 | 5,000          |
| 30-39 ORIGINAL MILE IMPROVEMENTS          | 130,000        |
| 30-58 HOUSING SERVICES HOME PROG          | 5,000          |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>251,930</b> |

**CAPITAL OUTLAY**

|                             |              |
|-----------------------------|--------------|
| 40-49 COMPUTER              | 1,000        |
| <b>TOTAL CAPITAL OUTLAY</b> | <b>1,000</b> |

**TOTAL DIVISION REQUEST 253,509**

(CONTINUED)

FUND: CDBG (141)  
 DEPARTMENT: GRANTS MANAGEMENT  
 DEPARTMENT HEAD: TERRI CRAFT  
 NON-FISCAL FUND  
 PAGE THREE

| <b>ADMINISTRATIVE STAFF (3999)</b>        |                |
|-------------------------------------------|----------------|
| <b>PERSONAL SERVICES (GRANTS MGMT.)</b>   |                |
| 10-01 SALARY                              | 86,762         |
| 10-07 ALLOWANCES                          | 3,402          |
| 10-10 LONGEVITY                           | 2,700          |
| 10-11 SL BUYBACK - OVER BANK              | 2,009          |
| 10-12 VACATION BUYBACK                    | 1,002          |
| 10-14 SICK LEAVE INCENTIVE                | 810            |
| 10-95 1X SALARY ADJUSTMENT                | 153            |
| <b>TOTAL PERSONAL SERVICES</b>            | <b>96,838</b>  |
| <b>BENEFITS</b>                           |                |
| 15-01 SOCIAL SECURITY                     | 7,408          |
| 15-02 RETIREMENT                          | 13,557         |
| 15-03 GROUP HEALTH INSURANCE              | 10,656         |
| 15-04 WORKERS COMP INSURANCE              | 720            |
| 15-06 TRAVEL & SCHOOL                     | 1,500          |
| 15-13 LIFE                                | 146            |
| 15-14 DENTAL                              | 1,205          |
| 15-20 OVERHEAD HEALTH CARE COST           | 640            |
| 15-98 RETIREE INSURANCE                   | 6,644          |
| <b>TOTAL BENEFITS</b>                     | <b>42,476</b>  |
| <b>MATERIALS &amp; SUPPLIES</b>           |                |
| 20-41 SUPPLIES                            | 500            |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b>     | <b>500</b>     |
| <b>OTHER SERVICES &amp; CHARGES</b>       |                |
| 30-72 MEMBERSHIP/SUBSCRIPTIONS            | 2,100          |
| 30-85 INSURANCE/FIRE-THEFT-LIAB           | 333            |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>2,433</b>   |
| <b>TOTAL DIVISION REQUEST</b>             | <b>142,247</b> |
| <b>TOTAL DEPARTMENT REQUEST</b>           | <b>578,696</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 \$340,000 in new CDBG funding this year. The following is a summary of CDBG projects and activities planned for FY2018-19.

Funding for the Primary Systems Home Repair and Slum Blight Improvement Program will continue in FY'2018. 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. 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<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|--------------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| OTHER SERVICES & CHARGES | 172,877             | 466,120                        | 213,621                          | 94,200              |
| TRANSFERS                | 268                 | -                              | -                                | -                   |
| <b>TOTAL</b>             | <b>173,145</b>      | <b>466,120</b>                 | <b>213,621</b>                   | <b>94,200</b>       |

| REVENUES               | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|------------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| INTEREST               | 74                  | 92                             | 19                               | -                   |
| MISCELLANEOUS-3710     | 12,425              | -                              | 2,512                            | -                   |
| MISCELLANEOUS-3720     | 11,684              | 8,100                          | 12,928                           | 12,600              |
| TRANSFERS              | 3,638               | -                              | -                                | -                   |
| INTERGOVERNMENTAL-3731 | 115,000             | 200,000                        | 172,767                          | -                   |
| <b>TOTAL</b>           | <b>142,821</b>      | <b>208,192</b>                 | <b>188,226</b>                   | <b>12,600</b>       |

FINAL BUDGET 2018-2019

**HOUSING - SPECIAL PROJECTS (3710)**

| OTHER SERVICES & CHARGES                  |               |
|-------------------------------------------|---------------|
| 30-04 OTHER EXPENSES                      | 25,000        |
| 30-07 H REHAB LOAN PROGRAM                | 45,000        |
| 30-23 UPKEEP REAL PROPERTY                | 5,000         |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>75,000</b> |
| <b>TOTAL DIVISION REQUEST</b>             | <b>75,000</b> |

**HOUSING - TRANSITIONAL HOUSING (3720)**

| OTHER SERVICES & CHARGES                  |               |
|-------------------------------------------|---------------|
| 30-01 UTILITIES/COMMUNICATION             | 4,500         |
| 30-02 APPLIANCES/EQUIPMENT                | 2,000         |
| 30-03 MOWING                              | 2,500         |
| 30-04 OTHER EXPENSES                      | 500           |
| 30-23 UPKEEP REAL PROPERTY                | 5,000         |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>14,500</b> |
| <b>TOTAL DIVISION REQUEST</b>             | <b>14,500</b> |

**HOUSING - HOME - PROGRAM (3730)**

| OTHER SERVICES & CHARGES                  |               |
|-------------------------------------------|---------------|
| 04-00 HOME BUYERS ASSISTANCE              | 2,200         |
| 30-04 OTHER EXPENSES                      | 2,500         |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>4,700</b>  |
| <b>TOTAL DIVISION REQUEST</b>             | <b>4,700</b>  |
| <b>TOTAL DEPARTMENT REQUEST</b>           | <b>94,200</b> |

(CONTINUED)

FUND: GRANTS/HOUSING ACTIVITIES (142)  
 DEPARTMENT: GRANTS MANAGEMENT DIVISION  
 DEPARTMENT HEAD: TERRI CRAFT  
 PAGE TWO

**EXPENDITURES DETAIL**

**HOUSING - SPECIAL PROJECTS (3710)**

|                          | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|--------------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| OTHER SERVICES & CHARGES | 18,865              | 130,000                        | 57,171                           | 75,000              |
| TOTAL                    | 18,865              | 130,000                        | 57,171                           | 75,000              |

**HOUSING - TRANSITIONAL HOUSING - PROGRAM (3720)**

|                          | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|--------------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| OTHER SERVICES & CHARGES | 9,206               | 12,850                         | 12,377                           | 14,500              |
| TOTAL                    | 9,206               | 12,850                         | 12,377                           | 14,500              |

**HOUSING - HOME - PROGRAM (3730)**

|                          | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|--------------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| OTHER SERVICES & CHARGES | 15,075              | 3,270                          | 4,073                            | 4,700               |
| TOTAL                    | 15,075              | 3,270                          | 4,073                            | 4,700               |

**HOUSING - HOME - GRANT (3731)**

|                          | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|--------------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| OTHER SERVICES & CHARGES | 130,000             | 320,000                        | 140,000                          | -                   |
| TOTAL                    | 130,000             | 320,000                        | 140,000                          | -                   |

(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>               |           |          |          |          |                    |
| 06/30/12                                                      | 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   | 18,865   | 158,930  | 06/30/17           |
| 06/30/17                                                      | 158,930   | 2,512    | 57,171   | 104,271  | 06/30/18 ESTIMATED |
| 06/30/18                                                      | 104,271   | -        | 75,000   | 29,271   | 06/30/19 ESTIMATED |
| <b><u>HOUSING - TRANSITIONAL HOUSING - PROGRAM (3720)</u></b> |           |          |          |          |                    |
| 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)   | 15,322   | 9,206    | 281      | 06/30/17           |
| 06/30/17                                                      | 281       | 12,928   | 12,377   | 832      | 06/30/18 ESTIMATED |
| 06/30/18                                                      | 832       | 12,600   | 14,500   | (1,068)  | 06/30/19 ESTIMATED |
| <b><u>HOUSING - TRANSITIONAL HOUSING - GRANT (3721)</u></b>   |           |          |          |          |                    |
| 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           |
| 06/30/17                                                      | -         | -        | -        | -        | 06/30/18 ESTIMATED |
| 06/30/18                                                      | -         | -        | -        | -        | 06/30/19 ESTIMATED |
| <b><u>HOUSING - HOME - PROGRAM (3730)</u></b>                 |           |          |          |          |                    |
| 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    | -        | 15,075   | 13,237   | 06/30/17           |
| 06/30/17                                                      | 13,237    | -        | 4,073    | 9,164    | 06/30/18 ESTIMATED |
| 06/30/18                                                      | 9,164     | -        | 4,700    | 4,464    | 06/30/19 ESTIMATED |
| <b><u>HOUSING - HOME - GRANT (3731)</u></b>                   |           |          |          |          |                    |
| 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                                                      | -         | 115,000  | 130,000  | (15,000) | 06/30/17           |
| 06/30/17                                                      | (15,000)  | 172,767  | 140,000  | 17,767   | 06/30/18 ESTIMATED |
| 06/30/18                                                      | 17,767    | -        | -        | 17,767   | 06/30/19 ESTIMATED |
| <b><u>INTEREST</u></b>                                        |           |          |          |          |                    |
| 06/30/16                                                      | -         | 902      | -        | 158,350  | 06/30/17           |



**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 2018 include the Housing Rehabilitation Loan Program and property upkeep of (4) 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 and to fund other affordable housing projects.

Grants Management staff provides management of the above activities in conjunction with CDBG funded activities.

**FUND: GRANTS (143)  
DEPARTMENTS: VARIOUS  
DEPARTMENT HEAD: GUY HENSON**

| EXPENDITURES      | ACTUAL         | AMENDED             | ESTIMATED           | BUDGET              |
|-------------------|----------------|---------------------|---------------------|---------------------|
|                   | 2016-2017      | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| PERSONAL SERVICES | 75,142         | 141,581             | 114,346             | -                   |
| BENEFITS          | 7,293          | 13,749              | 11,021              | -                   |
| OTHER SERVICES    | 21,100         | -                   | -                   | -                   |
| CAPITAL OUTLAY    | 230,717        | 137,067             | 137,067             | -                   |
| TRANSFERS OUT     | 264,236        | 91,565              | 91,565              | 15,000              |
| <b>TOTAL</b>      | <b>598,488</b> | <b>383,962</b>      | <b>353,999</b>      | <b>15,000</b>       |

| REVENUES          | ACTUAL         | AMENDED             | ESTIMATED           | BUDGET              |
|-------------------|----------------|---------------------|---------------------|---------------------|
|                   | 2016-2017      | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| INTERGOVERNMENTAL | 595,069        | 357,305             | 347,342             | 15,000              |
| TRANSFERS IN      | 3,419          | 6,657               | 6,657               | -                   |
| <b>TOTAL</b>      | <b>598,488</b> | <b>363,962</b>      | <b>353,999</b>      | <b>15,000</b>       |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES | FUND<br>BALANCE         |
|----------------------------|---------------------|----------|----------|-------------------------|
| 6/30/2015                  | 60,000              | 351,546  | 349,864  | 60,000 6/30/2016*       |
| 6/30/2016                  | 60,000              | 598,488  | 598,488  | 60,000 6/30/2017*       |
| 6/30/2017                  | 60,000              | 353,999  | 353,999  | 60,000 6/30/2018 - EST* |
| 6/30/2018                  | 60,000              | 15,000   | 15,000   | 60,000 6/30/2019 - EST* |

\*6/30/15 - 6/30/19 est fund balances include \$60,000 in vacant lots acquired with Neighborhood Stabilization Grant funding and held for investment purposes.

**FINAL BUDGET 2018-2019**

| 2100 - Emergency Operations      |               |
|----------------------------------|---------------|
| <b>TRANSFER OUT</b>              |               |
| 80-70 EMERGENCY OPERATIONS (070) | 15,000        |
| <b>TOTAL TRANSFER OUT</b>        | <b>15,000</b> |
| <b>TOTAL DEPARTMENT REQUEST</b>  | <b>15,000</b> |
| <b>TOTAL FUND REQUEST</b>        | <b>15,000</b> |

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                           |                |
|---------------------------|----------------|
| EMPG ADDITIONAL AWARD     | 8,000          |
| EMPG16 ADNL-TOWER CJ BLDG | 6,000          |
| CITY EMERGENCY SIRENS     | 99,750         |
| CONTINGENCIES             | 6,000          |
| BYRNE JAG GRANT FY17      | 17,317         |
| <b>Total</b>              | <b>137,067</b> |

**FUND: DOWNTOWN REDEVELOPMENT (194)**  
**DEPARTMENT: REDEVELOPMENT (92)**  
**DEPARTMENT HEAD: GUY HENSON**

| EXPENDITURES         | ACTUAL           | AMENDED             | ESTIMATED           | BUDGET   |
|----------------------|------------------|---------------------|---------------------|----------|
|                      | 2016-2017        | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 |          |
| PERSONAL SERVICES    | 44,113           | 41,641              | 36,255              | -        |
| BENEFITS             | 14,583           | 21,764              | 16,954              | -        |
| MATERIALS & SUPPLIES | 1,697            | -                   | -                   | -        |
| OTHER SERVICES       | 107,107          | 341,884             | 341,884             | -        |
| CAPITAL OUTLAY       | 239,516          | 3,605,996           | 3,592,098           | -        |
| TRANSFER OUT         | 749,350          | 951,381             | 951,381             | -        |
| <b>TOTAL</b>         | <b>1,156,366</b> | <b>4,962,666</b>    | <b>4,938,572</b>    | <b>-</b> |

| REVENUES             | ACTUAL           | AMENDED             | ESTIMATED           | BUDGET        |
|----------------------|------------------|---------------------|---------------------|---------------|
|                      | 2016-2017        | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 |               |
| CHARGES FOR SERVICES | 1,366,190        | 1,315,000           | 762,917             | -             |
| INTEREST             | 63,324           | 55,288              | 61,617              | 1,352         |
| MISCELLANEOUS        | 2,044            | -                   | -                   | -             |
| LOAN PROCEEDS        | 44,826           | 47,120              | 47,120              | 49,530        |
| TRANSFERS            | -                | 719                 | 719                 | -             |
| <b>TOTAL</b>         | <b>1,476,384</b> | <b>1,418,127</b>    | <b>872,373</b>      | <b>50,882</b> |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES  | EXPENSES  | FUND<br>BALANCE |                 |
|----------------------------|---------------------|-----------|-----------|-----------------|-----------------|
| 6/30/2015                  | 3,165,630           | 1,564,984 | 981,553   | 3,749,062       | 6/30/2016       |
| 6/30/2016                  | 3,749,062           | 1,476,384 | 1,156,366 | 4,069,080       | 6/30/2017       |
| 6/30/2017                  | 4,069,080           | 872,373   | 4,938,572 | 2,881           | 6/30/2018 - EST |
| 6/30/2018                  | 2,881               | 50,882    | -         | 53,763          | 6/30/2019 - EST |

**FINAL BUDGET 2018-2019**

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                                                       |                  |
|-------------------------------------------------------|------------------|
| Original Square Mile Implementation                   | 1,656,300        |
| North Oaks Phase III                                  | 69,486           |
| ADA Transition Plan Implementation (3rd Year Funding) | 97,726           |
| 29th Street Widening                                  | 230,000          |
| Signage - City Hall                                   | 17,000           |
| Sewer Line Ext - 29th and Douglas                     | 350,000          |
| Original Square Mile Monuments                        | 44,206           |
| C-47 Drainage Improvement                             | 86,102           |
| City Hall Digital Sign                                | 20,675           |
| Clock Tower Civic Sp Design                           | 35,193           |
| Reconstruct (Mid-America/RIC)                         | 194,310          |
| Clock Tower Civic Sp Construction                     | 103,800          |
| 29th Street Property Escrow Release                   | 687,300          |
|                                                       | <b>3,592,098</b> |

(CONTINUED)

**FUND: DOWNTOWN REDEVELOPMENT (194)**  
**DEPARTMENT: REDEVELOPMENT (92)**  
**DEPARTMENT HEAD: GUY HENSON**  
**PAGE TWO**

| <u>PERMANENT STAFFING</u>     | <u>FY 18-19</u> | <u>FY 17-18</u> |
|-------------------------------|-----------------|-----------------|
| Facilities Project Supervisor | 0               | 0.25            |
| City Attorney                 | 0               | 0.20            |
| Staff Accountant              | 0               | 0.25            |
| <b>TOTAL</b>                  | <b>0</b>        | <b>0.70</b>     |

**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  
2018-19 - 0

Moved all personnel to Economic Development Authority (353) FY 18-19  
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)

**FUND: URBAN RENEWAL (201)**  
**DEPARTMENT: URBAN RENEWAL**  
**DEPARTMENT HEAD: GUY HENSON**

**FINAL BUDGET 2018-2019**

| EXPENDITURES         | ACTUAL<br>2016-2017 | AMENDED             | ESTIMATED           | BUDGET<br>2018-2019 |
|----------------------|---------------------|---------------------|---------------------|---------------------|
|                      |                     | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 |                     |
| MATERIALS & SUPPLIES | -                   | 250                 | 250                 | 250                 |
| OTHER SERVICES       | 525                 | 50,250              | 25,985              | 50,250              |
| <b>TOTAL</b>         | <b>525</b>          | <b>50,500</b>       | <b>26,235</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<br>2016-2017 | AMENDED             | ESTIMATED           | BUDGET<br>2018-2019 |
|----------------------|---------------------|---------------------|---------------------|---------------------|
|                      |                     | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 |                     |
| CHARGES FOR SERVICES | -                   | 45,000              | -                   | 28,000              |
| INVESTMENT INTEREST  | 1,162               | 1,014               | 1,165               | 1,190               |
| <b>TOTAL</b>         | <b>1,162</b>        | <b>46,014</b>       | <b>1,165</b>        | <b>29,190</b>       |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES | FUND<br>BALANCE |                 |
|----------------------------|---------------------|----------|----------|-----------------|-----------------|
| 6/30/2015                  | 3,804               | 65,687   | 6,868    | 62,623          | 6/30/2016       |
| 6/30/2016                  | 62,623              | 1,162    | 525      | 63,260          | 6/30/2017       |
| 6/30/2017                  | 63,260              | 1,165    | 26,235   | 38,190          | 6/30/2018 - EST |
| 6/30/2018                  | 38,190              | 29,190   | 50,500   | 16,880          | 6/30/2019 - EST |

**FUND: ANIMALS BEST FRIEND - (220)**  
**DEPARTMENT: ANIMAL WELFARE**  
**DEPARTMENT HEAD: BRANDON CLABES**

| EXPENDITURES             | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|--------------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| MATERIALS AND SUPPLIES   | 4,250               | 4,750                          | 4,750                            | 15,000              |
| OTHER SERVICES & CHARGES | -                   | -                              | -                                | 5,000               |
| CAPITAL OUTLAY           | -                   | 68,000                         | 68,000                           | -                   |
| <b>TOTAL</b>             | <b>4,250</b>        | <b>72,750</b>                  | <b>72,750</b>                    | <b>20,000</b>       |

| REVENUES            | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|---------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| FINES & FORFEITURES | 22,033              | 22,073                         | 22,314                           | 22,182              |
| INTEREST            | 1,592               | 1,438                          | 1,259                            | 1,237               |
| MISCELLANEOUS       | 1,145               | 1,000                          | 3,284                            | 1,000               |
| <b>TOTAL</b>        | <b>24,770</b>       | <b>24,511</b>                  | <b>26,857</b>                    | <b>24,419</b>       |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES | FUND<br>BALANCE |                 |
|----------------------------|---------------------|----------|----------|-----------------|-----------------|
| 6/30/2015                  | 69,763              | 24,004   | 19,277   | 74,490          | 6/30/2016       |
| 6/30/2016                  | 74,490              | 24,770   | 4,250    | 95,010          | 6/30/2017       |
| 6/30/2017                  | 95,010              | 26,857   | 72,750   | 49,117          | 6/30/2018 - EST |
| 6/30/2018                  | 49,117              | 24,419   | 20,000   | 53,536          | 6/30/2019 - EST |

**FINAL BUDGET 2018-2019**

| MATERIALS AND SUPPLIES             |               |
|------------------------------------|---------------|
| 20-41 SUPPLIES                     | 15,000        |
| <b>TOTAL MATERIAL AND SUPPLIES</b> | <b>15,000</b> |

| OTHER SERVICES & CHARGES                  |              |
|-------------------------------------------|--------------|
| 30-40 CONTRACTUAL                         | 5,000        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>5,000</b> |

|                                 |               |
|---------------------------------|---------------|
| <b>TOTAL DEPARTMENT REQUEST</b> | <b>20,000</b> |
|---------------------------------|---------------|

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                     |               |
|---------------------|---------------|
| Transport Truck     | 32,000        |
| Equipment for Truck | 36,000        |
| <b>Total</b>        | <b>68,000</b> |

**FY 18-19 CONTRACTUAL**

|                            |              |
|----------------------------|--------------|
| Spay and Neutering Service | 5,000        |
| <b>Total</b>               | <b>5,000</b> |

FUND: HOTEL/MOTEL (225)  
 DEPARTMENT: ECONOMIC (87)  
 DEPARTMENT HEAD: GUY HENSON

**FINAL BUDGET 2018-2019**

| EXPENDITURES  | ACTUAL    | AMENDED             | ESTIMATED           | BUDGET    |
|---------------|-----------|---------------------|---------------------|-----------|
|               | 2016-2017 | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | 2018-2019 |
| TRANSFERS OUT | 575,895   | 587,010             | 574,249             | 582,411   |
| TOTAL         | 575,895   | 587,010             | 574,249             | 582,411   |

| TRANSFERS OUT                        |                |
|--------------------------------------|----------------|
| 80-23 PARK & REC (123) 14%           | 81,538         |
| 80-46 ECONOMIC DEVELOPMENT (046) 56% | 326,150        |
| 80-74 WELCOME CENTER (045) 30%       | 174,723        |
| <b>TOTAL TRANSFERS OUT</b>           | <b>582,411</b> |

**TOTAL DEPARTMENT REQUEST** 582,411

| REVENUES | ACTUAL    | AMENDED             | ESTIMATED           | BUDGET    |
|----------|-----------|---------------------|---------------------|-----------|
|          | 2016-2017 | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | 2018-2019 |
| TAXES    | 575,895   | 587,010             | 574,249             | 582,411   |
| TOTAL    | 575,895   | 587,010             | 574,249             | 582,411   |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES | FUND<br>BALANCE   |
|----------------------------|---------------------|----------|----------|-------------------|
| 6/30/2015                  | -                   | 597,088  | 597,088  | - 6/30/2016       |
| 6/30/2016                  | -                   | 575,895  | 575,895  | - 6/30/2017       |
| 6/30/2017                  | -                   | 574,249  | 574,249  | - 6/30/2018 - EST |
| 6/30/2018                  | -                   | 582,411  | 582,411  | - 6/30/2019 - EST |

FUND: COURT BONDS (235)  
 DEPT: MUNICIPAL COURT  
 DEPT HEAD: TIM LYON

| EXPENDITURES  | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|---------------|---------------------|--------------------------------|----------------------------------|---------------------|
| TRANSFERS OUT | 1,784               | 1,640                          | 1,173                            | 1,075               |
| TOTAL         | 1,784               | 1,640                          | 1,173                            | 1,075               |

| REVENUES | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------|---------------------|--------------------------------|----------------------------------|---------------------|
| INTEREST | 1,784               | 1,640                          | 1,173                            | 1,075               |
| TOTAL    | 1,784               | 1,640                          | 1,173                            | 1,075               |

**FINAL BUDGET 2018-2019**

|                          |              |
|--------------------------|--------------|
| <b>TRANSFERS</b>         |              |
| 80-04 GENERAL FUND (010) | 1,075        |
| <b>TOTAL TRANSFERS</b>   | <u>1,075</u> |

|                                 |                     |
|---------------------------------|---------------------|
| <b>TOTAL DEPARTMENT REQUEST</b> | <u><u>1,075</u></u> |
|---------------------------------|---------------------|



**FUND: DISASTER RELIEF & NBHD SVCS CLEANUP (310)**  
**DEPARTMENT: DISASTER RELIEF (88) & NBHD SVCS CLEANUP (15)**  
**DEPARTMENT HEAD: GUY HENSON**

| EXPENDITURES           | ACTUAL         | AMENDED             | ESTIMATED           | BUDGET              |
|------------------------|----------------|---------------------|---------------------|---------------------|
|                        | 2016-2017      | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| PERSONAL SERVICES      | 110,034        | 112,947             | 112,870             | 116,324             |
| BENEFITS               | 30,489         | 32,206              | 31,682              | 32,766              |
| MATERIALS AND SUPPLIES | 3,863          | 5,000               | 4,952               | 5,000               |
| OTHER SERVICES         | 188,266        | 147,016             | 147,016             | 115,000             |
| <b>TOTAL</b>           | <b>332,652</b> | <b>297,169</b>      | <b>296,520</b>      | <b>269,090</b>      |

| REVENUES                     | ACTUAL         | AMENDED             | ESTIMATED           | BUDGET              |
|------------------------------|----------------|---------------------|---------------------|---------------------|
|                              | 2016-2017      | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| <i>CHARGES FOR SERVICES:</i> |                |                     |                     |                     |
| MOWING                       | 71,430         | 70,725              | 66,022              | 67,433              |
| WRITE OFFS - Mowing          | (1,846)        | -                   | -                   | -                   |
| ADMINISTRATIVE FEE           | 90,000         | 88,847              | -                   | -                   |
| WRITE OFFS - ADM FEE         | (1,705)        | -                   | -                   | -                   |
| INTEREST                     | 22,218         | 18,717              | 21,812              | 22,092              |
| MISCELLANEOUS                | 76,813         | 23,187              | 72,600              | 82,467              |
| TRANSFERS IN                 | -              | -                   | 23,187              | -                   |
| <b>TOTAL</b>                 | <b>256,910</b> | <b>201,476</b>      | <b>183,621</b>      | <b>171,992</b>      |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES | FUND<br>BALANCE |
|----------------------------|---------------------|----------|----------|-----------------|
| 6/30/2015                  | 1,407,848           | 170,652  | 294,949  | 1,283,551       |
| 6/30/2016                  | 1,283,551           | 256,910  | 332,652  | 1,207,809       |
| 6/30/2017                  | 1,207,809           | 183,621  | 296,520  | 1,094,910       |
| 6/30/2018                  | 1,094,910           | 171,992  | 269,090  | 997,812         |

**FINAL BUDGET 2018-2019**

| 1510 - NEIGHBORHOOD SERVICES   |                |
|--------------------------------|----------------|
| <b>PERSONAL SERVICES</b>       |                |
| 10-01 SALARY                   | 107,593        |
| 10-07 ALLOWANCES               | 780            |
| 10-10 LONGEVITY                | 2,488          |
| 10-11 SL BUYBACK - OVER BANK   | 2,491          |
| 10-12 VACATION BUYBACK         | 1,243          |
| 10-13 PDO BUYBACK              | 829            |
| 10-14 SL INCENTIVE             | 900            |
| 10-95 1X SALARY ADJUSTMENT     | 170            |
| <b>TOTAL PERSONAL SERVICES</b> | <b>116,324</b> |

|                                 |               |
|---------------------------------|---------------|
| <b>BENEFITS</b>                 |               |
| 15-01 SOCIAL SECURITY           | 8,899         |
| 15-02 RETIREMENT                | 16,285        |
| 15-03 GROUP HEALTH INSURANCE    | 5,786         |
| 15-13 LIFE                      | 162           |
| 15-14 DENTAL                    | 878           |
| 15-20 OVERHEAD HEALTH CARE COST | 756           |
| <b>TOTAL BENEFITS</b>           | <b>32,766</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                         | 80,000        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>80,000</b> |

|                               |                |
|-------------------------------|----------------|
| <b>TOTAL DIVISION REQUEST</b> | <b>234,090</b> |
|-------------------------------|----------------|

| 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 06/30/18:**

|                                                               |                  |
|---------------------------------------------------------------|------------------|
| Cash                                                          | 1,055,454        |
| Accounts Receivable                                           | 210,438          |
| Allowance for Doubtful Accounts                               | (25,532)         |
| Miscellaneous Liabilities                                     | (7,466)          |
| Deferred revenue = A/R - 60 days collections per governmental | (137,984)        |
| <b>TOTAL</b>                                                  | <b>1,094,910</b> |

| <b>PERMANENT STAFFING</b>      | <b>FY 18-19</b> | <b>FY 17-18</b> |
|--------------------------------|-----------------|-----------------|
| Neighborhood Services Director | 1               | 1               |

**PERSONNEL  
POSITIONS  
SUMMARY:**  
2014-15 - 1  
2015-16 - 1  
2016-17 - 1  
2017-18 - 1  
2018-19 - 1

**8890 - DISASTER**

|                                           |               |
|-------------------------------------------|---------------|
| <b>OTHER SERVICES &amp; CHARGES</b>       |               |
| 30-40 CONTRACTUAL                         | 25,000        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>25,000</b> |

**TOTAL DIVISION REQUEST 25,000**

**TOTAL DEPARTMENT REQUEST 269,090**

**CONTRACTUAL (1510 NBHD SERVICES) FY 18-19**

|                  |               |
|------------------|---------------|
| Mowing/Chemicals | 80,000        |
| <b>TOTAL</b>     | <b>80,000</b> |

**CONTRACTUAL (8810 - SAFETY) FY 18-19**

|                     |               |
|---------------------|---------------|
| Consulting Services | 10,000        |
| <b>TOTAL</b>        | <b>10,000</b> |

**CONTRACTUAL (8890 - DISASTER) FY 18-19**

|               |               |
|---------------|---------------|
| Miscellaneous | 25,000        |
| <b>TOTAL</b>  | <b>25,000</b> |

FUND: HOSPITAL AUTHORITY (425)  
DEPARTMENT: COMPOUNDED PRINCIPAL 9010  
DEPARTMENT HEAD: GUY HENSON

| EXPENDITURES             | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|--------------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| OTHER SERVICES & CHARGES | 346,087             | 110,000                        | 100,158                          | -                   |
| TRANSFER OUT-INTRA       | 1,485,775           | 1,734,152                      | 1,672,268                        | 1,779,950           |
| <b>TOTAL</b>             | <b>1,831,862</b>    | <b>1,844,152</b>               | <b>1,772,426</b>                 | <b>1,779,950</b>    |

| REVENUES                  | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|---------------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| CHARGES FOR SERVICES      | -                   | 50,000                         | -                                | 50,000              |
| INVEST. INT. & DIVIDEND   | 1,732,852           | 452,742                        | 1,509,635                        | 340,472             |
| UNREALIZED GAINS / LOSSES | 7,981,466           | -                              | 5,431,307                        | -                   |
| MISCELLANEOUS             | 1,106,749           | -                              | -                                | -                   |
| TRANSFERS IN (194) ROI    | 325,000             | 325,000                        | 325,000                          | -                   |
| <b>TOTAL</b>              | <b>11,146,067</b>   | <b>827,742</b>                 | <b>7,265,942</b>                 | <b>390,472</b>      |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES   | EXPENSES  | FUND<br>BALANCE |                 |
|----------------------------|---------------------|------------|-----------|-----------------|-----------------|
| 6/30/2015                  | 67,167,325          | 121,105    | 1,894,911 | 65,393,519      | 6/30/2016       |
| 6/30/2016                  | 65,393,519          | 11,146,067 | 1,831,862 | 74,707,724      | 6/30/2017       |
| 6/30/2017                  | 74,707,724          | 7,265,942  | 1,772,426 | 80,201,240      | 6/30/2018 - EST |
| 6/30/2018                  | 80,201,240          | 390,472    | 1,779,950 | 78,811,762      | 6/30/2019 - EST |

FINAL BUDGET 2018-2019

| COMPOUNDED PRINCIPAL (90-10) |                  |
|------------------------------|------------------|
| <b>TRANSFERS OUT</b>         |                  |
| 80-01 2% TO DISCRETIONARY    | 1,779,950        |
| <b>TOTAL TRANSFERS- OUT</b>  | <b>1,779,950</b> |

**TOTAL DEPARTMENT REQUEST** 1,779,950

COMPOUNDED 06/30/2018 ESTIMATED

|                                    |                   |
|------------------------------------|-------------------|
| CASH & INVESTMENT                  | 86,389,970        |
| REAL ESTATE                        | 911,994           |
| LIABILITIES-DEFFERRED REVENUES HMA | (7,100,724)       |
| <b>FUND BALANCE</b>                | <b>80,201,240</b> |

COMPOUNDED 06/30/2019 ESTIMATED

|                                    |                   |
|------------------------------------|-------------------|
| CASH & INVESTMENT                  | 84,103,558        |
| REAL ESTATE                        | 911,994           |
| LIABILITIES-DEFFERRED REVENUES HMA | (6,203,790)       |
| <b>FUND BALANCE</b>                | <b>78,811,762</b> |

FUND: HOSPITAL AUTHORITY (425)  
 DEPARTMENT: LOAN RESERVE - 9020  
 DEPARTMENT HEAD: GUY HENSON

| EXPENDITURES       | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|--------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| TRANSFER INTRA-OUT | 56,429              | 68,440                         | 63,366                           | 60,588              |
| TOTAL              | 56,429              | 68,440                         | 63,366                           | 60,588              |

| REVENUES                | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|-------------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| INVEST. INT. & DIVIDEND | 56,429              | 58,440                         | 63,366                           | 60,588              |
| TOTAL                   | 56,429              | 58,440                         | 63,366                           | 60,588              |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES | FUND<br>BALANCE |                 |
|----------------------------|---------------------|----------|----------|-----------------|-----------------|
| 6/30/2015                  | 2,500,000           | 55,110   | 55,110   | 2,500,000       | 6/30/2016       |
| 6/30/2016                  | 2,500,000           | 56,429   | 56,429   | 2,500,000       | 6/30/2017       |
| 6/30/2017                  | 2,500,000           | 63,366   | 63,366   | 2,500,000       | 6/30/2018 - EST |
| 6/30/2018                  | 2,500,000           | 60,588   | 60,588   | 2,500,000       | 6/30/2019 - EST |

**FINAL BUDGET 2018-2019**

| HOSPITAL EXPANSION LOAN RESERVE (90-20) |               |
|-----------------------------------------|---------------|
| TRANSFERS OUT                           |               |
| 80-94 INTRA TO 9060                     | 60,588        |
| TOTAL TRANSFERS OUT                     | 60,588        |
| <b>TOTAL DEPARTMENT REQUEST</b>         | <b>60,588</b> |

**LOAN RESERVE 06/30/2018 ESTIMATED**

|                                    |                  |
|------------------------------------|------------------|
| Bancfirst                          | 3,452,954        |
| Deferred Revenue                   | (476,477)        |
| Due To 9060 In Lieu Of/ ROR/ MISC. | (476,477)        |
| <b>FUND BALANCE</b>                | <b>2,500,000</b> |

**LOAN RESERVE 06/30/2019 ESTIMATED**

|                                    |                  |
|------------------------------------|------------------|
| Bancfirst                          | 3,574,130        |
| Deferred Revenue                   | (537,065)        |
| Due To 9060 In Lieu Of/ ROR/ MISC. | (537,065)        |
| <b>FUND BALANCE</b>                | <b>2,500,000</b> |

FUND: HOSPITAL AUTHORITY (425)  
DEPARTMENT: DISCRETIONARY 9050  
DEPARTMENT HEAD: GUY HENSON

FINAL BUDGET 2018-2019

| EXPENDITURES         | ACTUAL           | AMENDED             | ESTIMATED           | BUDGET              |
|----------------------|------------------|---------------------|---------------------|---------------------|
|                      | 2016-2017        | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| PERSONAL SERVICES    | 64,327           | 64,307              | 58,516              | 136,110             |
| BENEFITS             | 20,014           | 27,652              | 22,308              | 47,437              |
| MATERIALS & SUPPLIES | 80               | 900                 | 900                 | 2,000               |
| OTHER SERVICES       | 3,772,448        | 2,470,060           | 2,410,932           | 1,754,595           |
| CAPITAL OUTLAY       | -                | 1,424,055           | 1,424,055           | -                   |
| <b>TOTAL</b>         | <b>3,856,869</b> | <b>3,986,974</b>    | <b>3,916,711</b>    | <b>1,940,142</b>    |

| REVENUES                          | ACTUAL           | AMENDED             | ESTIMATED           | BUDGET              |
|-----------------------------------|------------------|---------------------|---------------------|---------------------|
|                                   | 2016-2017        | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| INTEREST                          | 263,961          | 66,758              | 282,604             | 170,102             |
| UNREALIZED GAINS / LOSSES         | 1,034,444        | -                   | 750,725             | -                   |
| MISCELLANEOUS                     | 65,220           | 74,916              | 1,048,877           | 74,916              |
| TRANSFER IN                       | 40,000           | 719                 | 719                 | -                   |
| TRANSFER INTRA-IN (2% MARKET VAL) | 1,485,775        | 1,734,152           | 1,672,268           | 1,779,950           |
| <b>TOTAL</b>                      | <b>2,889,400</b> | <b>1,876,545</b>    | <b>3,755,193</b>    | <b>2,024,968</b>    |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES  | EXPENSES  | FUND<br>BALANCE |
|----------------------------|---------------------|-----------|-----------|-----------------|
| 6/30/2015                  | 11,361,063          | 1,556,346 | 1,796,385 | 11,121,024      |
| 6/30/2016                  | 11,121,024          | 2,889,400 | 3,856,869 | 10,153,555      |
| 6/30/2017                  | 10,153,555          | 3,755,193 | 3,916,711 | 9,992,037       |
| 6/30/2018                  | 9,992,037           | 2,024,968 | 1,940,142 | 10,076,863      |

DISCRETIONARY FUNDS (90-50)

| PERSONAL SERVICES              |                |
|--------------------------------|----------------|
| 10-01 SALARIES                 | 124,901        |
| 10-03 OVERTIME                 | 100            |
| 10-07 ALLOWANCES               | 3,945          |
| 10-10 LONGEVITY                | 1,608          |
| 10-11 SL BUYBACK               | 1,629          |
| 10-12 VL BUYBACK               | 2,034          |
| 10-13 PDO BUYBACK              | 673            |
| 10-14 SL INCENTIVE             | 1,020          |
| 10-95 1X SALARY ADJUSTMENT     | 200            |
| <b>TOTAL PERSONAL SERVICES</b> | <b>136,110</b> |

| BENEFITS                        |               |
|---------------------------------|---------------|
| 15-01 SOCIAL SECURITY           | 10,412        |
| 15-02 RETIREMENT                | 19,055        |
| 15-03 HEALTH INSURANCE          | 10,915        |
| 15-04 WORKERS COMP INSURANCE    | 596           |
| 15-06 TRAVEL & SCHOOL           | 3,000         |
| 15-13 LIFE                      | 194           |
| 15-14 DENTAL                    | 1,149         |
| 15-20 OVERHEAD HEALTH CARE COST | 786           |
| 15-98 RETIREE INSURANCE SUBSIDY | 1,329         |
| <b>TOTAL BENEFITS</b>           | <b>47,437</b> |

| MATERIALS & SUPPLIES                  |              |
|---------------------------------------|--------------|
| 20-41 SUPPLIES                        | 2,000        |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>2,000</b> |

| OTHER SERVICES & CHARGES                  |                  |
|-------------------------------------------|------------------|
| 30-01 UTILITIES                           | 450              |
| 30-02 TRUSTEE FEES                        | 124,000          |
| 30-06 DISABILITY PAYROLL                  | 15,544           |
| 30-11 GRANTS                              | 1,500,000        |
| 30-12 OTHER EXPENDITURES                  | 6,000            |
| 30-23 UPKEEP OF OTHER PROPERTY            | 45,000           |
| 30-40 CONTRACTUAL                         | 50,000           |
| 30-85 INSURANCE                           | 7,826            |
| 30-86 AUDIT                               | 5,775            |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>1,754,595</b> |

|                                 |                  |
|---------------------------------|------------------|
| <b>TOTAL DEPARTMENT REQUEST</b> | <b>1,940,142</b> |
|---------------------------------|------------------|

(CONTINUED)

FUND: HOSPITAL AUTHORITY (425)  
 DEPARTMENT: DISCRETIONARY 9050  
 DEPARTMENT HEAD: GUY HENSON  
 PAGE TWO

| PERMANENT STAFFING    | FY 18-19     | FY 17-18     |
|-----------------------|--------------|--------------|
| Grants Manager        | 0.10         | 0.10         |
| City Attorney         | 0.20         | 0.20         |
| Executive Secretary   | 0.20         | 0.20         |
| Trust General Manager | 0.250        | 0.075        |
| Staff Accountant      | 0.000        | 0.250        |
| Asst. City Manager    | 0.100        | 0.000        |
| Finance Director      | 0.100        | 0.000        |
| Financial Accountant  | 0.250        | 0.000        |
| <b>TOTAL</b>          | <b>1.200</b> | <b>0.825</b> |

Moved .25 Trust General Manager from Gen Gov Sales Tax (009) FY 18-19  
 Moved .10 Asst City Manager from Gen Gov Sales Tax (009) FY 18-19  
 Moved .10 Finance Director from Finance (010-08) FY 18-19  
 Moved .25 Financial Accountant from Finance (010-08) FY 18-19  
 Moved .25 Staff Accountant back to Finance (010-08) FY 18-19

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  
 2018-19 - 1.2

DISCRETIONARY 06/30/2018 ESTIMATED

|                       |                  |
|-----------------------|------------------|
| CASH & INV -JP MORGAN | 9,992,037        |
| <b>FUND BALANCE</b>   | <b>9,992,037</b> |

DISCRETIONARY 06/30/2019 ESTIMATED

|                       |                   |
|-----------------------|-------------------|
| CASH & INV -JP MORGAN | 10,076,863        |
| <b>FUND BALANCE</b>   | <b>10,076,863</b> |

CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL

|                      |                  |
|----------------------|------------------|
| SOONER ROSE PHASE II | 1,424,055        |
| <b>TOTAL</b>         | <b>1,424,055</b> |

CONTRACTUAL (30-40) FY 18-19

|                       |               |
|-----------------------|---------------|
| Professional Services | 50,000        |
| <b>TOTAL</b>          | <b>50,000</b> |

FUND: HOSPITAL AUTHORITY (425)  
 DEPARTMENT: IN LIEU /ROR/MISC. 9060  
 DEPARTMENT HEAD: GUY HENSON

| EXPENDITURES             | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|--------------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| BENEFITS                 | 823                 | 4,500                          | 3,434                            | 4,500               |
| HOS. AUTHO. EXP-RETAINER | 140,000             | 156,667                        | 140,000                          | 120,000             |
| OTHER SERVICES & CHARGES | 8,000               | 60,000                         | 60,000                           | 75,000              |
| CAPITAL OUTLAY           | 3,439,804           | 996,400                        | 996,400                          | 1,035,000           |
| DEBT SERVICE             | 1,856,529           | 1,856,529                      | 1,856,528                        | 1,856,529           |
| TRANSFER OUT             | 175,000             | 425,000                        | 425,000                          | -                   |
| <b>TOTAL</b>             | <b>5,620,156</b>    | <b>3,499,096</b>               | <b>3,481,362</b>                 | <b>3,091,029</b>    |

| REVENUES          | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|-------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| IN LIEU OF TAXES  | 965,723             | 927,154                        | 1,004,282                        | 968,456             |
| INTEREST REVENUE  | 2,238,768           | 2,238,505                      | 2,241,297                        | 2,241,745           |
| MISCELLANEOUS     | -                   | 148,410                        | 148,410                          | -                   |
| TRANSFER INTRA-IN | 56,429              | 68,440                         | 63,366                           | 60,588              |
| <b>TOTAL</b>      | <b>3,260,920</b>    | <b>3,382,509</b>               | <b>3,457,355</b>                 | <b>3,270,789</b>    |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES  | EXPENSES  | FUND<br>BALANCE |               |
|----------------------------|---------------------|-----------|-----------|-----------------|---------------|
| 6/30/2015                  | 3,157,879           | 3,228,919 | 2,686,257 | 3,700,541       | 6/30/16       |
| 6/30/2016                  | 3,700,541           | 3,260,920 | 5,620,156 | 1,341,305       | 6/30/17       |
| 6/30/2017                  | 1,341,305           | 3,457,355 | 3,481,362 | 1,317,298       | 6/30/18 - EST |
| 6/30/2018                  | 1,317,298           | 3,270,789 | 3,091,029 | 1,497,058       | 6/30/19 - EST |

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                                         |                |
|-----------------------------------------|----------------|
| INFRASTRUCTURE                          | 450,000        |
| SOONER ROSE 3/ENERFIN PIPELINE          | 100,000        |
| SOONER ROSE 3/STORMWATER DETENTION POND | 248,640        |
| SOONER ROSE 3/STORMWATER IMPROVEMENTS   | 187,860        |
| SOONER ROSE 3/ENGINEERING REIMBURSEMENT | 9,900          |
| <b>TOTAL</b>                            | <b>996,400</b> |

**FINAL BUDGET 2018-2019**

| 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                          | 120,000          |
| <b>TOTAL HOSPITAL AUTHORITY EXPENSE</b> | <b>120,000</b>   |
| <b>OTHER SERVICES AND CHARGES</b>       |                  |
| 30-40 CONTACTUAL                        | 75,000           |
| <b>TOTAL OTHER SERVICES AND CHARGES</b> | <b>75,000</b>    |
| <b>CAPITAL OUTLAY</b>                   |                  |
| 40-06 INFRASTRUCTURE                    | 535,000          |
| 40-08 SPECIAL PROJECTS BY TRUSTEES      | 500,000          |
| <b>TOTAL CAPITAL OUTLAY</b>             | <b>1,035,000</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>TOTAL DEPARTMENT REQUEST</b>         | <b>3,091,029</b> |

**IN LIEU OF TAXES / ROR / MISC 06/30/2018 ESTIMATED**

|                         |                  |
|-------------------------|------------------|
| Cash & Investment       | 1,472,009        |
| Loan Reserve Prepayment | (154,711)        |
| <b>FUND BALANCE</b>     | <b>1,317,298</b> |

**IN LIEU OF TAXES / ROR / MISC 06/30/2019 ESTIMATED**

|                         |                  |
|-------------------------|------------------|
| Cash & Investment       | 1,651,769        |
| Loan Reserve Prepayment | (154,711)        |
| <b>FUND BALANCE</b>     | <b>1,497,058</b> |

**CONTRACTUAL (30-40) FY 18-19**

|               |               |
|---------------|---------------|
| Miscellaneous | 75,000        |
| <b>TOTAL</b>  | <b>75,000</b> |

**CAPITAL OUTLAY FY 18-19**

|                                             |                  |
|---------------------------------------------|------------------|
| Special Projects To Be Approved By Trustees | 500,000          |
| Mid America Park Trail                      | 535,000          |
| <b>TOTAL</b>                                | <b>1,035,000</b> |

# Capital Outlay Funds



# City of Midwest City, Oklahoma

## Capital Projects - Index

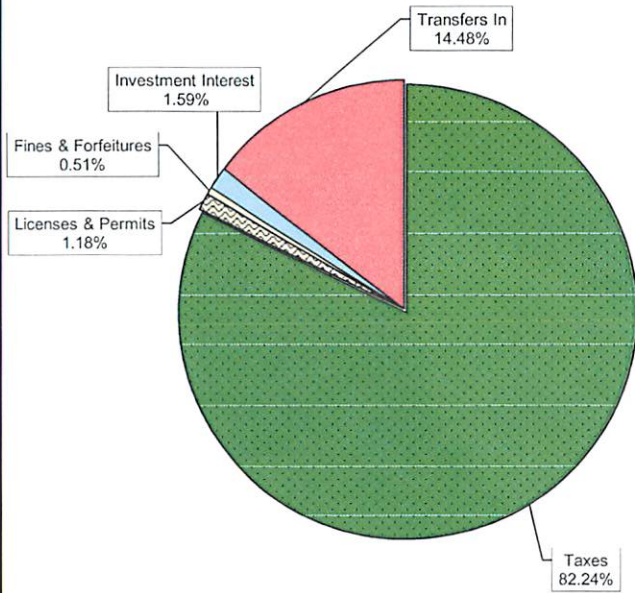
| <u>Fund / Department<br/>*Number</u> | <u>Fund / Department<br/>Description</u> | <u>Page<br/>Number</u> |
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\* **Note:** Three digit codes represent the Fund Number

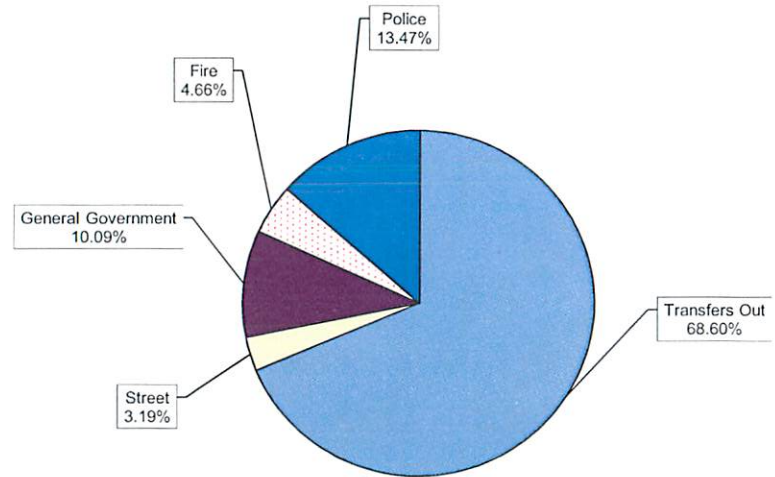
**CAPITAL OUTLAY FUNDS BUDGET SUMMARY - FISCAL YEAR 2018-2019**

|                               | PRIOR YEAR<br>ACTUAL<br>FY 16-17 | CURRENT YEAR<br>BUDGET AS AMENDED<br>FY 17-18 | CURRENT YEAR<br>ACTUAL (Est.)<br>FY 17-18 | BUDGET YEAR<br>FINAL<br>FY 18-19 |
|-------------------------------|----------------------------------|-----------------------------------------------|-------------------------------------------|----------------------------------|
| <b>ESTIMATED REVENUE:</b>     |                                  |                                               |                                           |                                  |
| Taxes                         | 6,371,489                        | 6,410,979                                     | 6,466,759                                 | 6,473,370                        |
| Licenses & Permits            | 86,502                           | 113,217                                       | 83,386                                    | 92,826                           |
| Fines & Forfeitures           | 40,846                           | 49,746                                        | 39,007                                    | 39,927                           |
| Investment Interest           | 130,075                          | 107,438                                       | 124,666                                   | 125,429                          |
| Miscellaneous                 | 51,694                           | -                                             | 37,649                                    | -                                |
| Transfers In                  | 521,126                          | 505,492                                       | 424,250                                   | 1,139,391                        |
| Proceeds from Loans           | -                                | -                                             | -                                         | -                                |
| Intergovernmental             | -                                | -                                             | -                                         | -                                |
| <b>TOTAL REVENUE</b>          | <b>7,201,732</b>                 | <b>7,186,872</b>                              | <b>7,175,717</b>                          | <b>7,870,943</b>                 |
| Use / (Gain) of Fund Balance  | 3,166,919                        | 3,737,114                                     | 3,690,380                                 | 164,739                          |
| <b>TOTAL RESOURCES</b>        | <b>10,368,651</b>                | <b>10,923,986</b>                             | <b>10,866,097</b>                         | <b>8,035,682</b>                 |
| <b>PROPOSED EXPENDITURES:</b> |                                  |                                               |                                           |                                  |
| Managerial                    | -                                | -                                             | -                                         | -                                |
| City Clerk                    | -                                | -                                             | -                                         | -                                |
| Human Resources               | -                                | -                                             | -                                         | -                                |
| City Attorney                 | -                                | -                                             | -                                         | -                                |
| Community Development         | -                                | -                                             | -                                         | -                                |
| Park and Recreation           | -                                | -                                             | -                                         | -                                |
| Police                        | 418,485                          | 819,683                                       | 819,683                                   | 1,082,046                        |
| Fire                          | 338,162                          | 848,500                                       | 848,500                                   | 374,218                          |
| Finance                       | -                                | -                                             | -                                         | -                                |
| Street                        | 2,956,127                        | 1,717,666                                     | 1,717,666                                 | 256,000                          |
| Animal Welfare                | -                                | -                                             | -                                         | -                                |
| General Government            | 1,228,098                        | 1,979,858                                     | 1,979,858                                 | 810,577                          |
| Neighborhood Services         | -                                | -                                             | -                                         | -                                |
| Information Technology        | -                                | -                                             | -                                         | -                                |
| Swimming Pools                | -                                | -                                             | -                                         | -                                |
| Senior Center Bond (012-55)   | -                                | -                                             | -                                         | -                                |
| Debt Service                  | -                                | -                                             | -                                         | -                                |
| Capital Drainage Improvements | -                                | -                                             | -                                         | -                                |
| Recreation (78)               | -                                | -                                             | -                                         | -                                |
| Transfers Out                 | 5,427,779                        | 5,558,279                                     | 5,500,390                                 | 5,512,841                        |
| <b>TOTAL EXPENDITURES</b>     | <b>10,368,651</b>                | <b>10,923,986</b>                             | <b>10,866,097</b>                         | <b>8,035,682</b>                 |

**ESTIMATED REVENUES-CAPITAL PROJECTS**  
**FY 2018-2019**  
**Total \$7,870,943**



**ESTIMATED EXPENDITURES-CAPITAL PROJECTS**  
**FY 2018-2019**  
**Total \$8,035,682**



**CAPITAL OUTLAY FUND SUMMARY - FISCAL YEAR 2018-2019**

|                                       | PRIOR YEAR  | CURRENT YEAR | CURRENT YEAR  | BUDGET YEAR | FINAL       |
|---------------------------------------|-------------|--------------|---------------|-------------|-------------|
|                                       | ACTUAL      | BUDGET       | ACTUAL (Est.) | FY 17-18    | FY 18-19    |
|                                       | FY 16-17    | FY 17-18     | FY 17-18      | FY 17-18    | FY 18-19    |
| Gen Fund C/O Reserve (011) - Revenues | 16,631      | 14,471       | 16,912        | 17,306      | 17,306      |
| Gen Fund C/O Reserve (011) - Expenses | -           | (107,500)    | (107,500)     | (115,500)   | (115,500)   |
| USE OF FUND BALANCE:                  | 16,631      | (93,029)     | (90,588)      | (98,194)    | (98,194)    |
| Police C/O (021) - Revenues           | 359,117     | 270,918      | 264,397       | 808,718     | 808,718     |
| Police C/O (021) - Expenses           | (418,485)   | (819,683)    | (819,683)     | (1,082,046) | (1,082,046) |
| TOTAL USE OF FUND BALANCE:            | (59,368)    | (548,765)    | (555,286)     | (273,328)   | (273,328)   |
| Fire C/O (041) - Revenues             | 384,470     | 370,524      | 375,233       | 582,126     | 582,126     |
| Fire C/O (041) - Expenses             | (338,162)   | (848,500)    | (848,500)     | (374,218)   | (374,218)   |
| TOTAL USE OF FUND BALANCE:            | 46,308      | (477,976)    | (473,267)     | 207,908     | 207,908     |
| Street Tax (065) - Revenues           | 442,434     | 458,956      | 469,655       | 452,083     | 452,083     |
| Street Tax (065) - Expenses           | (433,046)   | (1,147,850)  | (1,147,850)   | (256,000)   | (256,000)   |
| TOTAL USE OF FUND BALANCE:            | 9,388       | (688,894)    | (678,195)     | 196,083     | 196,083     |
| Capital Improvements (157) - Revenues | 552,627     | 598,295      | 534,543       | 484,218     | 484,218     |
| Capital Improvements (157) - Expenses | (1,228,098) | (1,867,281)  | (1,867,281)   | (690,000)   | (690,000)   |
| TOTAL USE OF FUND BALANCE:            | (675,471)   | (1,268,986)  | (1,332,738)   | (205,782)   | (205,782)   |

**CAPITAL OUTLAY FUND SUMMARY - FISCAL YEAR 2018-2019**

|                                      | PRIOR YEAR<br>ACTUAL<br>FY 16-17 | CURRENT YEAR<br>BUDGET<br>FY 17-18 | CURRENT YEAR<br>ACTUAL (Est.)<br>FY 17-18 | BUDGET YEAR<br>FINAL<br>FY 18-19 |
|--------------------------------------|----------------------------------|------------------------------------|-------------------------------------------|----------------------------------|
| 2002 G. O. Bond (269) - Revenues     | 18,674                           | 10,352                             | 9,510                                     | 8,574                            |
| 2002 G. O. Bond (269) - Expenses     | (2,523,081)                      | (569,816)                          | (569,816)                                 | -                                |
| <b>TOTAL USE OF FUND BALANCE:</b>    | <b>(2,504,407)</b>               | <b>(559,464)</b>                   | <b>(560,306)</b>                          | <b>8,574</b>                     |
| <hr/>                                |                                  |                                    |                                           |                                  |
| Sales Tax Capital Improvements (340) | 5,427,779                        | 5,463,356                          | 5,505,467                                 | 5,517,918                        |
| Sales Tax Capital Improvements (340) | (5,427,779)                      | (5,563,356)                        | (5,505,467)                               | (5,517,918)                      |
| <b>TOTAL USE OF FUND BALANCE:</b>    | <b>-</b>                         | <b>(100,000)</b>                   | <b>-</b>                                  | <b>-</b>                         |

FUND: GENERAL FUND C/O RESERVE (011)  
 DEPARTMENT: GENERAL GOVERNMENT (1410)  
 DEPARTMENT HEAD: GUY HENSON

| EXPENDITURES   | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------|---------------------|--------------------------------|----------------------------------|---------------------|
| CAPITAL OUTLAY | -                   | 107,500                        | 107,500                          | 115,500             |
| TOTAL          | -                   | 107,500                        | 107,500                          | 115,500             |

| REVENUES | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------|---------------------|--------------------------------|----------------------------------|---------------------|
| INTEREST | 16,631              | 14,471                         | 16,912                           | 17,306              |
| TOTAL    | 16,631              | 14,471                         | 16,912                           | 17,306              |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES | FUND<br>BALANCE |                 |
|----------------------------|---------------------|----------|----------|-----------------|-----------------|
| 6/30/2015                  | 873,787             | 19,913   | -        | 893,700         | 6/30/2016       |
| 6/30/2016                  | 893,700             | 16,631   | -        | 910,331         | 6/30/2017       |
| 6/30/2017                  | 910,331             | 16,912   | 107,500  | 819,743         | 6/30/2018 - EST |
| 6/30/2018                  | 819,743             | 17,306   | 115,500  | 721,549         | 6/30/2019 - EST |

**FINAL BUDGET 2018-2019**

|                          |         |
|--------------------------|---------|
| CAPITAL OUTLAY           |         |
| 40-14 REMODEL            | 115,500 |
| TOTAL CAPITAL OUTLAY     | 115,500 |
| TOTAL DEPARTMENT REQUEST | 115,500 |

**CAPITAL OUTLAY FY18-19**

|                  |         |
|------------------|---------|
| HVAC Replacement | 60,500  |
| Panic Alarms     | 25,000  |
| Replace Awnings  | 30,000  |
| TOTAL            | 115,500 |

**CAPITAL OUTLAY FY17-18 ESTIMATED ACTUAL**

|                           |         |
|---------------------------|---------|
| 2.5 Million BTU Boiler    | 55,000  |
| 100Ton Air Cooled Chiller | 52,500  |
| Total                     | 107,500 |

FUND: POLICE CAPITALIZATION (021)  
 DEPARTMENT: POLICE (62)  
 DEPARTMENT HEAD: BRANDON CLABES

| EXPENDITURES   | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------|---------------------|--------------------------------|----------------------------------|---------------------|
| OTHER SERVICES | -                   | 96                             | 96                               | 96                  |
| CAPITAL OUTLAY | 418,485             | 819,587                        | 819,587                          | 1,081,950           |
| <b>TOTAL</b>   | <b>418,485</b>      | <b>819,683</b>                 | <b>819,683</b>                   | <b>1,082,046</b>    |

| REVENUES                  | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|---------------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| TAXES                     | 105,060             | 105,920                        | 106,630                          | 106,980             |
| FINES & FORFEITURES       | 40,846              | 49,746                         | 39,007                           | 39,927              |
| INVESTMENT INTEREST       | 16,834              | 15,252                         | 14,188                           | 11,811              |
| MISC - INSURANCE PROCEEDS | 30,952              | -                              | 4,572                            | -                   |
| ASSET RETIREMENT          | 11,425              | -                              | -                                | -                   |
| TRANSFERS                 | 154,000             | 100,000                        | 100,000                          | 650,000             |
| <b>TOTAL</b>              | <b>359,117</b>      | <b>270,918</b>                 | <b>264,397</b>                   | <b>808,718</b>      |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES  | FUND<br>BALANCE |                 |
|----------------------------|---------------------|----------|-----------|-----------------|-----------------|
| 6/30/2015                  | 676,458             | 529,176  | 256,056   | 949,578         | 6/30/2016       |
| 6/30/2016                  | 949,578             | 359,117  | 418,485   | 890,210         | 6/30/2017       |
| 6/30/2017                  | 890,210             | 264,397  | 819,683   | 334,924         | 6/30/2018 - EST |
| 6/30/2018                  | 334,924             | 808,718  | 1,082,046 | 61,596          | 6/30/2019 - EST |

FINAL BUDGET 2018-2019

|                                         |           |
|-----------------------------------------|-----------|
| OTHER SERVICES AND CHARGES              |           |
| 30-86 AUDIT                             | 96        |
| <b>TOTAL OTHER SERVICES AND CHARGES</b> | <b>96</b> |

|                                   |                  |
|-----------------------------------|------------------|
| CAPITAL OUTLAY                    |                  |
| 40-01 VEHICLES                    | 735,600          |
| 40-02 MACH, FURNITURE & EQUIPMENT | 312,650          |
| 40-49 COMPUTERS (HARDWARE)        | 33,700           |
| <b>TOTAL CAPITAL OUTLAY</b>       | <b>1,081,950</b> |

**TOTAL DEPARTMENT REQUEST** 1,082,046

CAPITAL OUTLAY FY 18-19

|                                                         |                  |
|---------------------------------------------------------|------------------|
| Vehicles: 10 Marked Patrol Units; 2-Investigation Units | 396,000          |
| Equipment for (10) Marked Patrol Units                  | 285,600          |
| 2-Police Motorcycles and Equipment                      | 54,000           |
| Bluetooth Thermal Printers (5 @ \$1000/each)            | 5,000            |
| 30-Handheld Radars; Kustom Signals Falcon HR            | 30,000           |
| 9 I-Pads                                                | 8,100            |
| 11 SWAT Team Ballistic Vest                             | 27,000           |
| 15-SWAT Team Ballistic Helmets                          | 7,000            |
| Body Cameras (10 @ \$1,800/each)                        | 18,000           |
| Handheld Radios (10 @ \$2600/each)                      | 26,000           |
| Brazos handheld ticket writer w/printer (20 @ \$5,000)  | 100,000          |
| Mobile Radios (5 @ 3,200/each)                          | 16,000           |
| 15- Peltor Com-Tac Hearing protection/Com unit          | 12,750           |
| MCT's & Docking Stations (5 @ \$5,000/each)             | 25,000           |
| 8 Laptops; 17 Desktop Computers                         | 25,600           |
| 7M Mobile Mechanical Storage system                     | 15,400           |
| Cell Phone (Homeless outreach)                          | 500              |
| Purchase Storage Solution to store video                | 30,000           |
| <b>Total</b>                                            | <b>1,081,950</b> |

(CONTINUED)

**FUND: POLICE CAPITALIZATION (021)**  
**DEPARTMENT: POLICE (62)**  
**DEPARTMENT HEAD: BRANDON CLABES**  
**PAGE TWO**

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                           |                |
|---------------------------|----------------|
| 7 PATROL, 1 SIU VEHICLES  | 137,000        |
| EQUIP FOR 7 PATROL VEHICL | 90,429         |
| 5 PATROL VEHICLES         | 160,000        |
| EQUIP FOR 5 PATROL VEHICL | 140,000        |
| MCT'S FOR PATROL          | 75,001         |
| NEW RADIOS                | 41,732         |
| THERMAL IMAGE PRINTERS    | 5,000          |
| VHF RADIO UPGRADE         | 7,459          |
| UPGRADE LINEUP            | 2,421          |
| INDUSTRIAL SHREDDER       | 4,000          |
| BLUETOOTH PRINTERS        | 4,000          |
| 10 BODY CAMERAS           | 18,000         |
| 10 HANDHELD RADIOS        | 50,000         |
| 5 MCTS & DOCKING STATIONS | 25,000         |
| DRIVE ARRAY ENCLOSURE     | 30,000         |
| 5 LASERFICHE SCANNERS     | 3,000          |
| 35 COMPUTERS              | 4,515          |
| 10 DESKTOP COMPUTERS      | 12,000         |
| VIDEO ANALYSIS SOFTWARE   | 3,000          |
| EXECUTIME                 | 7,030          |
| <b>Total</b>              | <b>819,587</b> |



FUND: FIRE CAPITALIZATION (041)  
 DEPARTMENT: FIRE (64)  
 DEPARTMENT HEAD: BERT NORTON

| EXPENDITURES   | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------|---------------------|--------------------------------|----------------------------------|---------------------|
| OTHER SERVICES | -                   | 289                            | 289                              | 289                 |
| CAPITAL OUTLAY | 104,019             | 614,068                        | 614,068                          | 139,800             |
| DEBT SERVICE   | 234,143             | 234,143                        | 234,143                          | 234,129             |
| <b>TOTAL</b>   | <b>338,162</b>      | <b>848,500</b>                 | <b>848,500</b>                   | <b>374,218</b>      |

| REVENUES             | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| TAXES                | 315,179             | 317,122                        | 319,892                          | 320,293             |
| INTEREST             | 11,088              | 9,402                          | 11,341                           | 11,833              |
| ASSET RETIREMENT     | 9,317               | -                              | -                                | -                   |
| TRANSFERS (Fire 040) | 48,886              | 44,000                         | 44,000                           | 250,000             |
| <b>TOTAL</b>         | <b>384,470</b>      | <b>370,524</b>                 | <b>375,233</b>                   | <b>582,126</b>      |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES | FUND<br>BALANCE |                 |
|----------------------------|---------------------|----------|----------|-----------------|-----------------|
| 6/30/2015                  | 592,836             | 368,556  | 433,342  | 528,049         | 6/30/2016       |
| 6/30/2016                  | 528,049             | 384,470  | 338,162  | 574,357         | 6/30/2017       |
| 6/30/2017                  | 574,357             | 375,233  | 848,500  | 101,090         | 6/30/2018 - EST |
| 6/30/2018                  | 101,090             | 582,126  | 374,218  | 308,998         | 6/30/2019 - EST |

FINAL BUDGET 2018-2019

| OTHER SERVICES & CHARGES                  |            |
|-------------------------------------------|------------|
| 30-86 AUDIT                               | 289        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>289</b> |

| CAPITAL OUTLAY              |                |
|-----------------------------|----------------|
| 40-02 EQUIPMENT             | 133,700        |
| 40-49 COMPUTERS             | 6,100          |
| <b>TOTAL CAPITAL OUTLAY</b> | <b>139,800</b> |

| DEBT SERVICE              |                |
|---------------------------|----------------|
| 70-01 PRINCIPAL           | 204,424        |
| 71-01 INTEREST            | 29,705         |
| <b>TOTAL DEBT SERVICE</b> | <b>234,129</b> |

**TOTAL DEPARTMENT REQUEST** **374,218**

CAPITAL OUTLAY FY 18-19

|                                  |                |
|----------------------------------|----------------|
| Computer Replacement             | 4,000          |
| Bunker Gear                      | 74,160         |
| Bunker Boots                     | 4,640          |
| Kitchen Appliances               | 3,500          |
| Radios                           | 12,000         |
| I-Pads                           | 2,100          |
| SCBA Cylinder Replacement        | 15,900         |
| Station Monitoring System        | 6,200          |
| Bed Mattresses                   | 6,000          |
| Recliners                        | 1,800          |
| Fire Prevention Evacuation House | 9,500          |
| <b>TOTAL</b>                     | <b>139,800</b> |

(CONTINUED)

FUND: FIRE CAPITALIZATION (041)  
 DEPARTMENT: FIRE (64)  
 DEPARTMENT HEAD: BERT NORTON  
 PAGE TWO

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                           |                |
|---------------------------|----------------|
| 5 YR FIRE TRUCK REPL      | 100,000        |
| 5-YR FIRE TRUCK REPL      | 100,000        |
| 5 YR FIRE TRUCK REPL      | 100,000        |
| MULTI-YEAR APPARATUS REPL | 50,218         |
| 5 YR SCBA COMPLIANCE      | 25,000         |
| 5-YR SCBA COMPLIANCE      | 25,000         |
| SCBA COMPRESSOR           | 45,051         |
| RADIO TRUNKING HRDW/SFTW  | 2,221          |
| 800 MHZ RADIO UPGRADE     | 15,775         |
| VHF RADIO UPGRADE         | 7,459          |
| 5 SETS BUNKER GEAR        | 6,850          |
| 5 PAIR BOOTS              | 640            |
| 5 YR SCBA CAP PROGRAM     | 25,000         |
| RADIOS                    | 8,591          |
| HOSE - NON-GRANT PORTION  | 8,496          |
| HIGH RISE KITS            | 5,454          |
| BUNKER GEAR               | 54,250         |
| BUNKER BOOTS              | 2,000          |
| KITCHEN APPLIANCES        | 2,000          |
| RADIOS                    | 12,000         |
| 3 IPADS                   | 1,320          |
| COMPUTER REPL             | 4,548          |
| COMPUTER REPLACEMENT      | 4,000          |
| I-PADS                    | 2,100          |
| EXECUTIME                 | 6,095          |
| <b>Total</b>              | <b>614,068</b> |

**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 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, 2018 is \$885,203. Loan will term 7-1-2022.

**FUND: STREET TAX (065)**  
**DEPARTMENT: DEDICATED TAX: STREET / PARKS / TRAILS & SIDEWALKS / PUBLIC TRANSPORTATION**  
**DEPARTMENT HEAD: GUY HENSON**

| EXPENDITURES         | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| MATERIALS & SUPPLIES | -                   | -                              | -                                | 2,000               |
| OTHER SERVICES       | 32,849              | 95,262                         | 95,262                           | 109,000             |
| CAPITAL OUTLAY       | 400,197             | 1,052,588                      | 1,052,588                        | 145,000             |
| <b>TOTAL</b>         | <b>433,046</b>      | <b>1,147,850</b>               | <b>1,147,850</b>                 | <b>256,000</b>      |

| REVENUES     | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|--------------|---------------------|--------------------------------|----------------------------------|---------------------|
| TAXES        | 420,238             | 422,829                        | 426,522                          | 425,339             |
| INTEREST     | 22,196              | 18,249                         | 25,255                           | 26,744              |
| TRANSFERS IN | -                   | 17,878                         | 17,878                           | -                   |
| <b>TOTAL</b> | <b>442,434</b>      | <b>458,956</b>                 | <b>469,655</b>                   | <b>452,083</b>      |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES  | FUND<br>BALANCE |                 |
|----------------------------|---------------------|----------|-----------|-----------------|-----------------|
| 6/30/2015                  | 1,080,012           | 457,804  | 305,930   | 1,231,886       | 6/30/2016       |
| 6/30/2016                  | 1,231,886           | 442,434  | 433,046   | 1,241,274       | 6/30/2017       |
| 6/30/2017                  | 1,241,274           | 469,655  | 1,147,850 | 563,079         | 6/30/2018 - EST |
| 6/30/2018                  | 563,079             | 452,083  | 256,000   | 759,162         | 6/30/2019 - EST |

*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.*

**FINAL BUDGET 2018-2019**

| <b>PARKS (23)</b>                         |                |
|-------------------------------------------|----------------|
| <b>CAPITAL OUTLAY</b>                     |                |
| 40-02 EQUIPMENT                           | 55,000         |
| 40-06 INFRASTRUCTURE                      | 65,000         |
| <b>TOTAL DIVISION REQUEST</b>             | <b>120,000</b> |
| <b>PUBLIC TRANSPORTATION (87)</b>         |                |
| <b>MATERIALS &amp; SUPPLIES</b>           |                |
| 20-41 SUPPLIES                            | 2,000          |
| <b>TOTAL MATERIAL &amp; SUPPLIES</b>      | <b>2,000</b>   |
| <b>OTHER SERVICES &amp; CHARGES</b>       |                |
| 30-23 UPKEEP REAL PROPERTY                | 3,000          |
| 30-40 CONTRACTUAL                         | 106,000        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>109,000</b> |
| <b>CAPITAL OUTLAY</b>                     |                |
| 40-15 IOB                                 | 25,000         |
| <b>TOTAL CAPITAL OUTLAY</b>               | <b>25,000</b>  |
| <b>TOTAL DIVISION REQUEST</b>             | <b>136,000</b> |
| <b>TOTAL DEPARTMENT REQUEST</b>           | <b>256,000</b> |

**CONTRACTUAL FY 18-19**

|                                            |                |
|--------------------------------------------|----------------|
| Embark Transit - Also funded in Fund 10-14 | 58,000         |
| ACOG Regional Transit                      | 38,000         |
| Misc.                                      | 10,000         |
| <b>TOTAL</b>                               | <b>106,000</b> |

(CONTINUED)

**FUND: STREET TAX (065)**

**DEPARTMENT: DEDICATED TAX: STREET / PARKS / TRAILS & SIDEWALKS / PUBLIC TRANSPORTATION**

**DEPARTMENT HEAD: GUY HENSON**

**PAGE TWO**

| 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 - 66 (Tax & Transfer In) | 241,554              | 107,859                | 55,832          | 293,580              |
| PARKS - 23                       | 253,905              | 107,859                | 25,181          | 336,582              |
| TRAILS & SIDEWALKS - 06          | 169,471              | 107,859                | 212,876         | 64,453               |
| PUBLIC TRANSPORTATION - 87       | 354,876              | 107,859                | 12,041          | 450,693              |
| INTEREST                         | 60,209               | 26,370                 | -               | 86,579               |
|                                  | <u>1,080,012</u>     | <u>457,804</u>         | <u>305,930</u>  | <u>1,231,886</u>     |

| FUND BALANCE ACTUAL AT 6-30-17 |                      |                        |                 |                      |
|--------------------------------|----------------------|------------------------|-----------------|----------------------|
| DIVISION/DEPT                  | 6/30/16 FUND BALANCE | 25% SALES TAX REVENUES | ACTUAL EXPENSES | 6/30/17 FUND BALANCE |
| STREETS - 66                   | 293,580              | 105,060                | 177,090         | 221,549              |
| PARKS - 23                     | 336,582              | 105,060                | 42,321          | 399,321              |
| TRAILS & SIDEWALKS - 06        | 64,453               | 105,060                | 180,786         | (11,274)             |
| PUBLIC TRANSPORTATION - 87     | 450,693              | 105,060                | 32,849          | 522,904              |
| INTEREST                       | 86,579               | 22,196                 | -               | 108,775              |
|                                | <u>1,231,886</u>     | <u>442,434</u>         | <u>433,046</u>  | <u>1,241,274</u>     |

| 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 - 66                             | 221,549              | 106,631                | 394,780          | (66,600)             |
| PARKS - 23                               | 399,321              | 106,631                | 375,621          | 130,330              |
| TRAILS & SIDEWALKS - 06                  | (11,274)             | 124,509                | 88,969           | 24,266               |
| PUBLIC TRANSPORTATION - 87               | 522,904              | 106,631                | 288,480          | 341,054              |
| INTEREST                                 | 108,775              | 25,255                 | -                | 134,030              |
|                                          | <u>1,241,274</u>     | <u>469,655</u>         | <u>1,147,850</u> | <u>563,079</u>       |

| FUND BALANCE ESTIMATED ACTUAL AT 6-30-19 |                      |                        |                 |                      |
|------------------------------------------|----------------------|------------------------|-----------------|----------------------|
| DIVISION/DEPT                            | 6/30/18 FUND BALANCE | 25% SALES TAX REVENUES | ACTUAL EXPENSES | 6/30/19 FUND BALANCE |
| STREETS - 66                             | (66,600)             | 106,335                | -               | 39,734               |
| PARKS - 23                               | 130,330              | 106,335                | 120,000         | 116,665              |
| TRAILS & SIDEWALKS - 06                  | 24,266               | 106,335                | -               | 130,601              |
| PUBLIC TRANSPORTATION - 87               | 341,054              | 106,335                | 136,000         | 311,389              |
| INTEREST                                 | 134,030              | 26,744                 | -               | 160,774              |
|                                          | <u>563,079</u>       | <u>452,083</u>         | <u>256,000</u>  | <u>759,162</u>       |

**CAPITAL OUTLAY FY 18-19**

|                                    |                |
|------------------------------------|----------------|
| Mid America Trail Mini Bridge      | 15,000         |
| Joe Barnes Trail Replacement       | 50,000         |
| Playground Equipment               | 25,000         |
| Pool Gutter Grates                 | 5,000          |
| Pool Shade Structures              | 10,000         |
| Pool Picnic Tables & Lounge Chairs | 15,000         |
| Bus Shelters                       | 25,000         |
| <b>TOTAL</b>                       | <b>145,000</b> |

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                                     |                  |
|-------------------------------------|------------------|
| 29TH TRAIL - SOONER TO AD           | 975              |
| ENG-SAFE ROUTES TO SCHL             | 9,557            |
| MID-AMERICA PARK TRAIL              | 11,715           |
| SE 29TH AIR DEPOT-SOONER            | 66,722           |
| PLAYGROUND EQUIP-TRAUB              | 26,703           |
| (10) 6' TABLES                      | 8,500            |
| 5 TABLES AT POOL                    | 5,700            |
| 2 ADA TABLES W/SEATS                | 1,800            |
| SPILL BUCKET WATER PUMP             | 1,500            |
| POOL PUMP                           | 1,500            |
| TODDLER SLIDE                       | 5,000            |
| 5 LIFEGUARD CHAIRS                  | 6,500            |
| AQUATEK WHEELCHAIR                  | 2,900            |
| PICNIC TABLES/TRASH CANS            | 20,000           |
| 30' X 50' FESTIVAL TENT             | 10,000           |
| JOE BARNES TRAIL                    | 62,818           |
| SPRAY PARK RELOCATION               | 25,000           |
| RAIL WITH TRAIL PH 1                | 11               |
| BARNES TRAIL REPAVING               | 48,384           |
| C JOHNSON PARK LIGHTING             | 5,000            |
| TRAUB PARK                          | 30,000           |
| MID AMER PARK IMPROV                | 34,316           |
| SPRAY PARK RELOCATION               | 75,000           |
| ROTO RENO MW TO DOUGLAS             | 97,000           |
| ROTO DOUGLAS 4TH TO 10TH            | 97,000           |
| RESIDENTAIL ST REPAIR               | 100,780          |
| PROJECTS TO BE APPROVED             | 99,989           |
| BUS SHELTERS                        | 193,218          |
| HVAC REPLACEMENT AT POOL PUMP HOUSE | 5,000            |
| <b>TOTAL</b>                        | <b>1,052,588</b> |

**FUND: CAPITAL IMPROVEMENTS (157)**  
**DEPARTMENT: CAPITAL IMPROVEMENT (57)**  
**DEPARTMENT: GUY HENSON**

| EXPENDITURES           | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|------------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| MATERIALS AND SUPPLIES | 1,718               | -                              | -                                | -                   |
| CAPITAL OUTLAY         | 486,380             | 1,867,281                      | 1,867,281                        | 690,000             |
| TRANSFERS OUT          | 740,000             | -                              | -                                | -                   |
| <b>TOTAL</b>           | <b>1,228,098</b>    | <b>1,867,281</b>               | <b>1,867,281</b>                 | <b>690,000</b>      |

| REVENUES                   | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| TAXES                      | 105,775             | 104,362                        | 110,852                          | 105,406             |
| LICENSES & PERMITS         | 86,502              | 113,217                        | 83,386                           | 92,826              |
| INTEREST                   | 42,110              | 37,102                         | 44,856                           | 46,595              |
| TRANSFERS IN (340) Cap imp | 206,240             | 315,614                        | 234,372                          | 239,391             |
| TRANSFERS IN (143)         | 112,000             | 28,000                         | 28,000                           | -                   |
| REFUND OF OVERPAYMENTS     | -                   | -                              | 33,077                           | -                   |
| <b>TOTAL</b>               | <b>552,627</b>      | <b>598,295</b>                 | <b>534,543</b>                   | <b>484,218</b>      |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES  | FUND<br>BALANCE |                 |
|----------------------------|---------------------|----------|-----------|-----------------|-----------------|
| 6/30/2015                  | 2,530,406           | 944,677  | 513,605   | 2,961,479       | 6/30/2016       |
| 6/30/2016                  | 2,961,479           | 552,627  | 1,228,098 | 2,286,008       | 6/30/2017       |
| 6/30/2017                  | 2,286,008           | 534,543  | 1,867,281 | 953,270         | 6/30/2018 - EST |
| 6/30/2018                  | 953,270             | 484,218  | 690,000   | 747,488         | 6/30/2019 - EST |

**FINAL BUDGET 2018-2019**

|                                 |                |
|---------------------------------|----------------|
| <b>CAPITAL OUTLAY</b>           |                |
| 40-06 INFRASTRUCTURE            | 690,000        |
| <b>TOTAL CAPITAL OUTLAY</b>     | <b>690,000</b> |
| <b>TOTAL DEPARTMENT REQUEST</b> | <b>690,000</b> |

**CAPITAL OUTLAY FY 18-19**

|                                           |                |
|-------------------------------------------|----------------|
| Post Rd Trail Phase 2                     | 80,000         |
| 29th Street Widening                      | 125,000        |
| Reno Reconstruction MW to Douglas Phase 1 | 200,000        |
| Midwest Blvd Survey                       | 35,000         |
| North Oaks Cul-De-Sac Phase 4             | 150,000        |
| Caldwell Drainage Phase 1                 | 100,000        |
| <b>TOTAL</b>                              | <b>690,000</b> |

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                           |                  |
|---------------------------|------------------|
| MID-AMERICA PARK TRAIL    | 5,323            |
| ROTO DOUGLAS 4TH TO 10TH  | 200,000          |
| SPRAY PARK RELOCATION     | 150,000          |
| I-40/HUDIBURG GRANT       | 544,187          |
| N OAKS NEIGHBORHOOD PARK  | 49,074           |
| SURVEY/ENGINEERING 29TH   | 68,980           |
| MID AMER TRAIL - MATCH    | 13,895           |
| ENG- NE10TH - DGLS POST   | 24,500           |
| RIDGEWOOD DRAINAGE REPL   | 50,000           |
| RECON 29TH-MW TO DGLS PH1 | 180,000          |
| DOUGLAS ROTO/OVRLY PH1    | 125,000          |
| SCIP RECREATIONAL TRAIL   | 7,172            |
| MID AMERICA PARK TRAIL    | 330,000          |
| POST 15TH TO 29TH 1/2 FND | 75,000           |
| SIGNAL DOUGLAS/ORCHARD    | 30,700           |
| PINERIDGE DRAINAGE IMPR   | 10,000           |
| CALDWELL DR CORRIDOR SURV | 3,450            |
| <b>TOTAL</b>              | <b>1,867,281</b> |

**PRIOR YEAR FUNDING AVAILABLE FOR 29TH ST WIDENING**

Project #921807 - \$183,267  
 Project #901801 - \$450,000  
 Project #571702 - 180,000

**FUND: 2002 G.O. BOND (269)**  
**DEPARTMENT: STREET BOND (69)**  
**DEPARTMENT HEAD: GUY HENSON**

**FINAL BUDGET 2018-2019**

| EXPENDITURES   | ACTUAL           | AMENDED        | ESTIMATED      |           |
|----------------|------------------|----------------|----------------|-----------|
|                | 2016-2017        | BUDGET         | ACTUAL         | BUDGET    |
|                | 2017-2018        | 2017-2018      | 2017-2018      | 2018-2019 |
| CAPITAL OUTLAY | 2,523,081        | 569,816        | 569,816        | -         |
| <b>TOTAL</b>   | <b>2,523,081</b> | <b>569,816</b> | <b>569,816</b> | <b>-</b>  |

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                              |                |
|------------------------------|----------------|
| 15th to Lynn Fry to Anderson | 100,000        |
| Roto Anderson 29th to 15th   | 350,000        |
| Contingencies/Overruns       | 92,986         |
| 15th St Force Main           | 26,830         |
| <b>TOTAL</b>                 | <b>569,816</b> |

| REVENUES | ACTUAL    | AMENDED   | ESTIMATED |           |
|----------|-----------|-----------|-----------|-----------|
|          | 2016-2017 | BUDGET    | ACTUAL    | BUDGET    |
|          | 2017-2018 | 2017-2018 | 2017-2018 | 2018-2019 |
| INTEREST | 18,674    | 10,352    | 9,510     | 8,574     |
|          | 18,674    | 10,352    | 9,510     | 8,574     |

| BUDGETARY     | BUDGET    |          |           | FUND      |                 |
|---------------|-----------|----------|-----------|-----------|-----------------|
| FUND BALANCE: | FUND BAL. | REVENUES | EXPENSES  | BALANCE   |                 |
| 6/30/2015     | 3,341,435 | 211,189  | 487,911   | 3,064,713 | 6/30/2016       |
| 6/30/2016     | 3,064,713 | 18,674   | 2,523,081 | 560,306   | 6/30/2017       |
| 6/30/2017     | 560,306   | 9,510    | 569,816   | -         | 6/30/2018 - EST |
| 6/30/2018     | -         | 8,574    | -         | 8,574     | 6/30/2019 - EST |

**FUND: SALES TAX CAPITAL IMPROVEMENTS (340)**  
**DEPARTMENT HEAD: GUY HENSON**

| EXPENDITURES   | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------|---------------------|--------------------------------|----------------------------------|---------------------|
| TRANSFER OUT   | 5,427,779           | 5,558,279                      | 5,500,390                        | 5,512,841           |
| OTHER SERVICES | -                   | 5,077                          | 5,077                            | 5,077               |
| <b>TOTAL</b>   | <b>5,427,779</b>    | <b>5,563,356</b>               | <b>5,505,467</b>                 | <b>5,517,918</b>    |

| REVENUES              | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|-----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| TAXES                 | 5,425,237           | 5,460,746                      | 5,502,863                        | 5,515,352           |
| INTEREST (Sewer Only) | 2,542               | 2,610                          | 2,604                            | 2,566               |
| <b>TOTAL</b>          | <b>5,427,779</b>    | <b>5,463,356</b>               | <b>5,505,467</b>                 | <b>5,517,918</b>    |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES  | EXPENSES  | FUND<br>BALANCE   |
|----------------------------|---------------------|-----------|-----------|-------------------|
| 6/30/2015                  | -                   | 5,574,869 | 5,574,869 | - 6/30/2016       |
| 6/30/2016                  | -                   | 5,427,779 | 5,427,779 | - 6/30/2017       |
| 6/30/2017                  | -                   | 5,505,467 | 5,505,467 | - 6/30/2018 - EST |
| 6/30/2018                  | -                   | 5,517,918 | 5,517,918 | - 6/30/2019 - EST |

| FY 17-18 TAXES | HOTEL 2011 | SEWER 2011-A | TOTAL     |
|----------------|------------|--------------|-----------|
| Sales          | 2,043,298  | 3,281,536    | 5,324,834 |
| Use            | -          | 178,029      | 178,029   |
| Interest       | -          | 2,604        | 2,604     |
|                | 2,043,298  | 3,462,169    | 5,505,467 |

| FY 18-19 TAXES | HOTEL 2011 | SEWER 2011-A | TOTAL     |
|----------------|------------|--------------|-----------|
| Sales          | 2,051,447  | 3,294,623    | 5,346,070 |
| Use            | -          | 169,282      | 169,282   |
| Interest       | -          | 2,566        | 2,566     |
|                | 2,051,447  | 3,466,471    | 5,517,918 |

**FINAL BUDGET 2018-2019**

| <b>TRANSFERS OUT</b>              |                  |
|-----------------------------------|------------------|
| 80-50 TRANSFERS OUT (250) - SEWER | 3,463,342        |
| 80-50 TRANSFERS OUT (250) - HOTEL | 1,810,108        |
| 80-57 TRANSFERS OUT (157)         | 239,391          |
| <b>TOTAL TRANSFERS OUT</b>        | <b>5,512,841</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** **5,517,918**

**FUTURE DEBT REQUIREMENT**

| <b>Hotel / Conference Center</b>                    |                         |
|-----------------------------------------------------|-------------------------|
| 2011 Bond Series Deposit Requirements               |                         |
| Jul - Aug @ 150,929                                 | 301,858                 |
| Sep - Jun @ 150,575                                 | 1,505,750               |
| Trustee Fee                                         | 2,500                   |
|                                                     | <u>1,810,108</u>        |
| <i>Revenue Bonds O/S \$21,205,000 as of 6/30/18</i> |                         |
| <i>Debt Service Matures Sept. 1, 2033</i>           |                         |
| <b>Sewer Plant</b>                                  |                         |
| 2011A Bond Series Deposit Requirements              |                         |
| Jul - Feb @ 392,418                                 | 3,139,344               |
| Mar - Jun @ 392,376                                 | 1,569,504               |
| Trustee Fee                                         | 3,500                   |
|                                                     | <u>4,712,348</u>        |
| <i>Revenue Bonds O/S \$28,145,000 as of 6/30/18</i> |                         |
| <i>Debt Service Matures March 1, 2025</i>           |                         |
| Amount to be paid with sewer fee (186)              | (1,249,006)             |
| <b>TOTAL</b>                                        | <u><b>5,273,450</b></u> |

# **G.O. Debt Fund**



**City of Midwest City, Oklahoma**  
**Debt Service – Index (Governmental Debt Only)**

| <b><u>Fund / Department<br/>*Number</u></b> | <b><u>Fund / Department<br/>Description</u></b> | <b><u>Page<br/>Number</u></b> |
|---------------------------------------------|-------------------------------------------------|-------------------------------|
| 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**

| <b>EXPENDITURES</b> | <b>ACTUAL<br/>2016-2017</b> | <b>AMENDED<br/>BUDGET<br/>2017-2018</b> | <b>ESTIMATED<br/>ACTUAL<br/>2017-2018</b> | <b>BUDGET<br/>2018-2019</b> |
|---------------------|-----------------------------|-----------------------------------------|-------------------------------------------|-----------------------------|
| DEBT SERVICE        | 1,521,425                   | 376,750                                 | 376,750                                   | 363,553                     |
| TRANSFER OUT (009)  | 15,531                      | 7,726                                   | 5,526                                     | 7,722                       |
| <b>TOTAL</b>        | <b>1,536,956</b>            | <b>384,476</b>                          | <b>382,276</b>                            | <b>371,275</b>              |

| <b>REVENUES</b> | <b>ACTUAL<br/>2016-2017</b> | <b>AMENDED<br/>BUDGET<br/>2017-2018</b> | <b>ESTIMATED<br/>ACTUAL<br/>2017-2018</b> | <b>BUDGET<br/>2018-2019</b> |
|-----------------|-----------------------------|-----------------------------------------|-------------------------------------------|-----------------------------|
| TAXES           | 340,455                     | 342,532                                 | 288,542                                   | 303,043                     |
| INTEREST        | 15,531                      | 7,726                                   | 5,526                                     | 7,722                       |
| <b>TOTAL</b>    | <b>355,986</b>              | <b>350,258</b>                          | <b>294,068</b>                            | <b>310,765</b>              |

| <b>BUDGETARY<br/>FUND BALANCE:</b> | <b>BUDGET<br/>FUND BAL.</b> | <b>REVENUES</b> | <b>EXPENSES</b> | <b>FUND<br/>BALANCE</b> |                 |
|------------------------------------|-----------------------------|-----------------|-----------------|-------------------------|-----------------|
| 6/30/2015                          | 1,431,347                   | 1,555,040       | 1,623,142       | 1,363,245               | 6/30/2016       |
| 6/30/2016                          | 1,363,245                   | 355,986         | 1,536,956       | 182,275                 | 6/30/2017       |
| 6/30/2017                          | 182,275                     | 294,068         | 382,276         | 94,067                  | 6/30/2018 - EST |
| 6/30/2018                          | 94,067                      | 310,765         | 371,275         | 33,557                  | 6/30/2019 - EST |

**FINAL BUDGET 2018-2019**

| <b>DEBT SERVICE</b>                        |                |
|--------------------------------------------|----------------|
| 70-01 PRINCIPAL FIRE/POLICE (MAY 1)        | 325,000        |
| 71-01 INTEREST FIRE/POLICE (MAY 1 & NOV 1) | 38,153         |
| 72-02 FISCAL AGENT FEES - FIRE/POLICE      | 400            |
| <b>TOTAL DEBT SERVICE</b>                  | <b>363,553</b> |

| <b>TRANSFERS</b>           |              |
|----------------------------|--------------|
| 80-26 CAPITALIZATION (009) | 7,722        |
| <b>TOTAL TRANSFERS OUT</b> | <b>7,722</b> |

**TOTAL DEPARTMENT REQUEST** 371,275

| <b>OUTSTANDING BONDS AS OF 6-30-18</b> |         |
|----------------------------------------|---------|
| 2006 Public Safety (Maturity 5-1-2021) | 975,000 |

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:

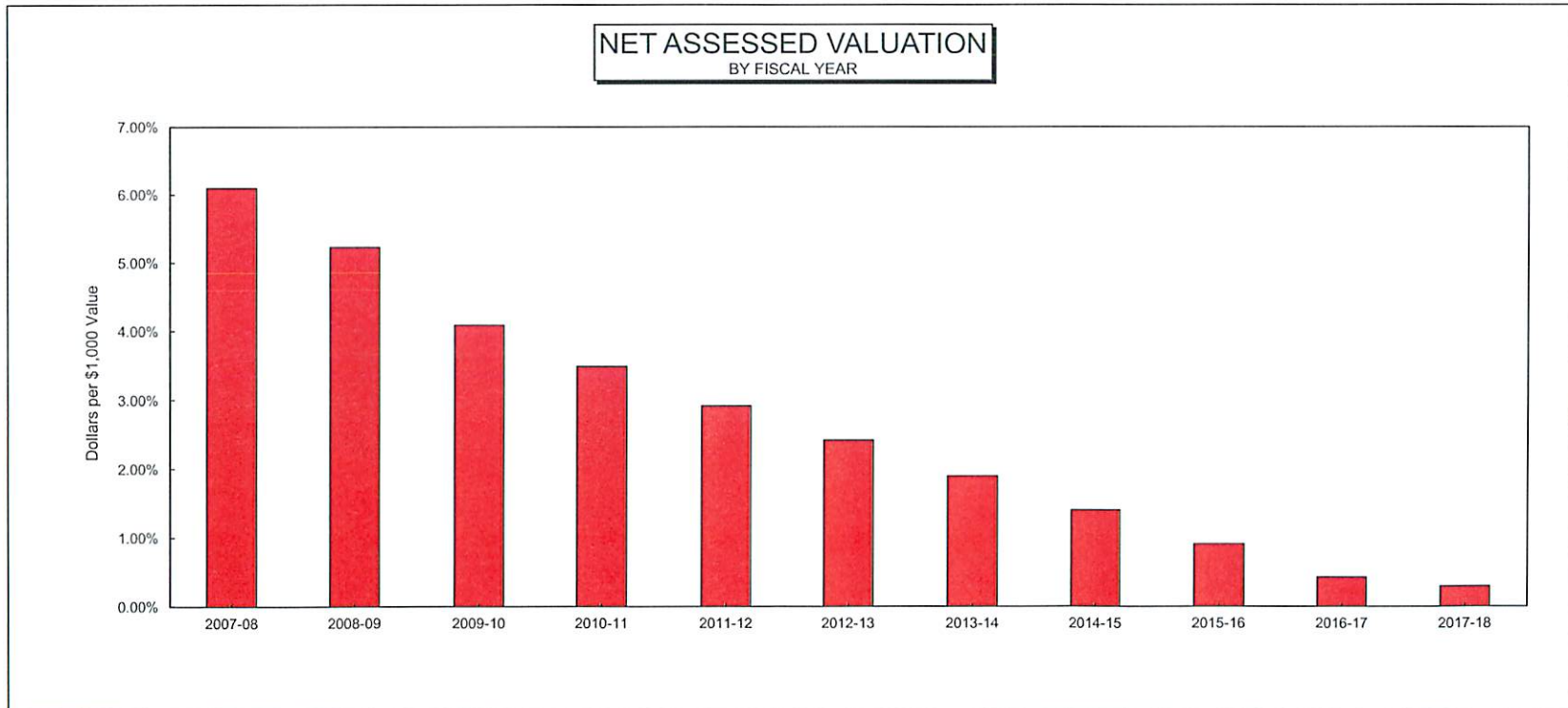
General Obligation Bond Issue: This type of bond must be voted upon by the citizens of Midwest City and is paid for by the citizens through the ad valorem tax process, such as property tax and personal property tax. No legal limit is set, but a rule of thumb is 25% of the assessed valuation. (See next 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 06/30/18</u> | <u>AMOUNT OUTSTANDING 07/01/18</u> |
|--------------------------|-------------------|----------------------|---------------------------|---------------------------|------------------------------------|
| G O 2006 - Public Safety | 05/01/06          | 05/01/21             | 4,500,000                 | 3,525,000                 | 975,000                            |
| 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>18,525,000</u>         | <u>975,000</u>                     |

**GENERAL STATISTICAL INFORMATION**

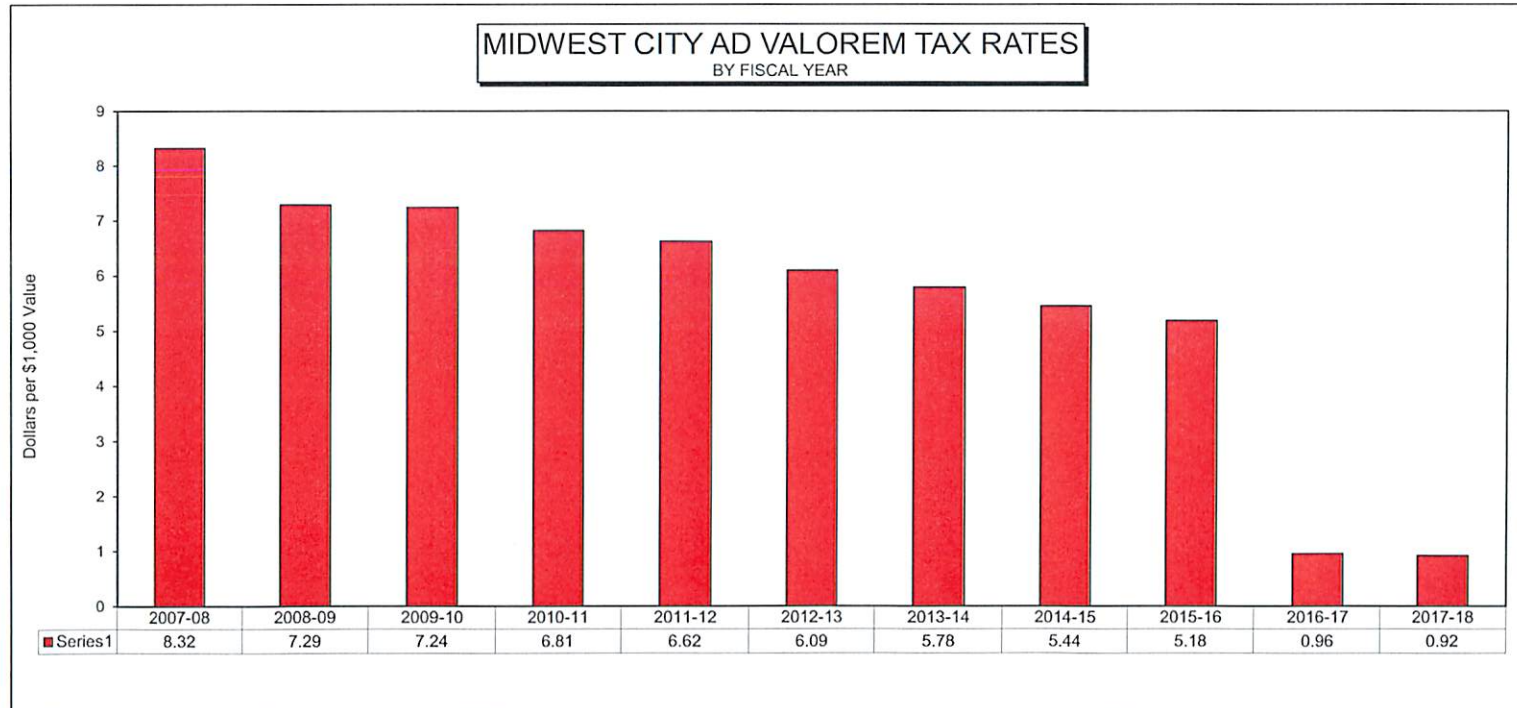
| Fiscal Year | Net Assessed Valuation | Outstanding Bonds Beginning of Year | Ratio of Debt To Valuation |
|-------------|------------------------|-------------------------------------|----------------------------|
| 2007-08     | 245,582,102            | 14,975,000                          | 6.10%                      |
| 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%                      |
| 2017-18     | 330,156,570            | 975,000                             | 0.30%                      |



**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 | Crutcho School Tax Rate |
|-------------|---------------|-----------------|-----------------------------|---------------------|-------------------------|-------------------------------|-------------------------|
| 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                   |
| 2017-18     | 0.92          | 23.28           | 19.21                       | 68.54               | 76.16                   | 59.36                         | 71.38                   |

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<br/>*Number</u> | <u>Fund / Department<br/>Description</u> | <u>Page<br/>Number</u> |
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| 075                                  | Public Works Administration              | 206                    |
| 080                                  | Fleet Services                           | 209                    |
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| 204                                  | Workers Comp                             | 217                    |
| 240                                  | Life & Health Benefits                   | 219                    |

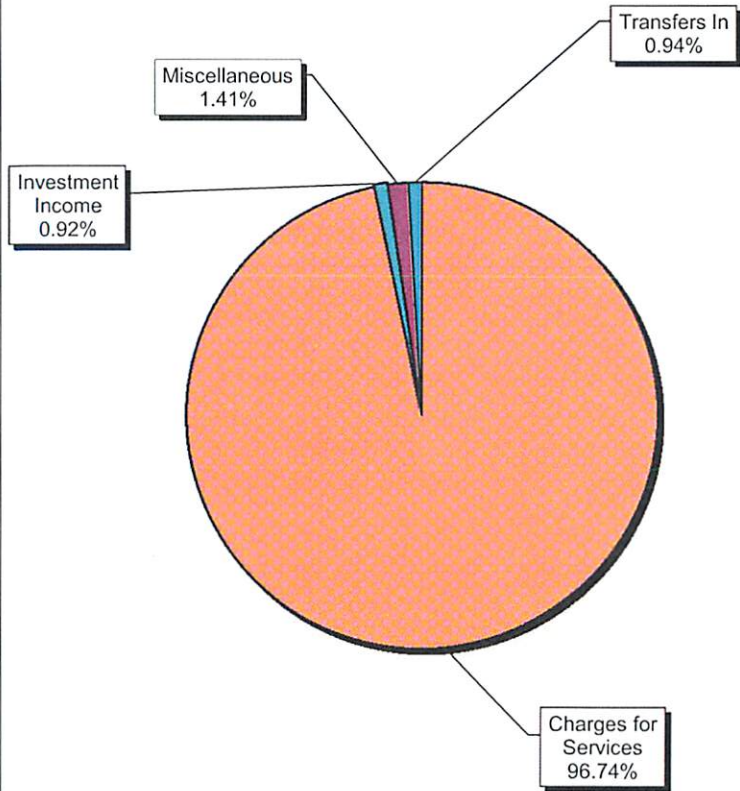
\* **Note:** Three digit codes represent the Fund Number  
Two digit codes represent the Department Number

**INTERNAL SERVICE FUNDS BUDGET SUMMARY - FISCAL YEAR 2017-2018**

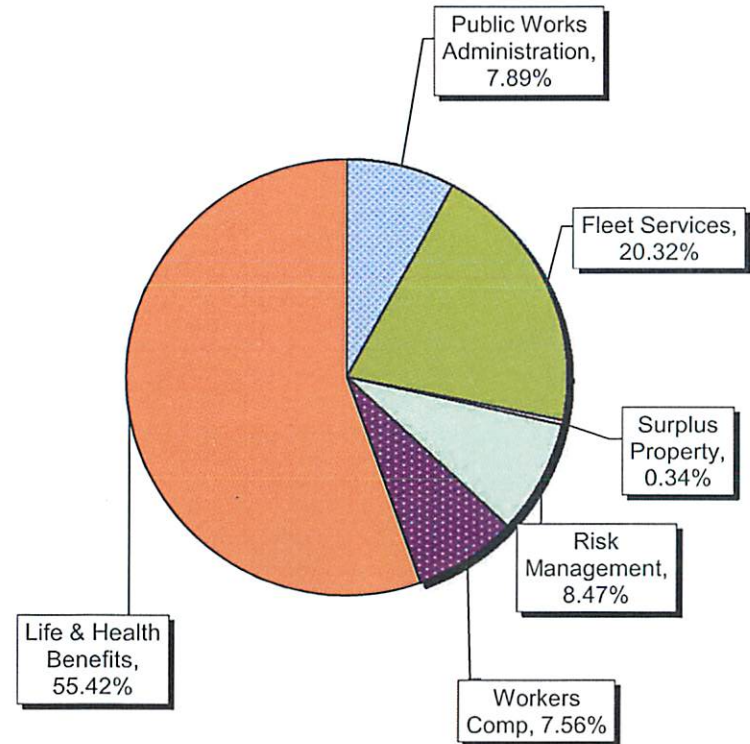
|                               | <b>PRIOR YEAR<br/>ACTUAL<br/>FY 15-16</b> | <b>CURRENT YEAR<br/>BUDGET AS AMENDED<br/>FY 16-17</b> | <b>CURRENT YEAR<br/>ACTUAL (Est.)<br/>FY 16-17</b> | <b>BUDGET YEAR<br/>FINAL<br/>FY 17-18</b> |
|-------------------------------|-------------------------------------------|--------------------------------------------------------|----------------------------------------------------|-------------------------------------------|
| <b>ESTIMATED REVENUE:</b>     |                                           |                                                        |                                                    |                                           |
| Charges for Services          | 11,957,968                                | 12,984,813                                             | 12,563,456                                         | 12,954,997                                |
| Investment Income             | 101,949                                   | 88,087                                                 | 118,675                                            | 122,593                                   |
| Miscellaneous                 | 198,804                                   | 91,049                                                 | 164,612                                            | 188,764                                   |
| Intergovernmental             | -                                         | -                                                      | -                                                  | -                                         |
| Transfers In                  | 133,085                                   | 135,637                                                | 135,629                                            | 125,312                                   |
| <b>TOTAL REVENUE</b>          | <b>12,391,806</b>                         | <b>13,299,586</b>                                      | <b>12,982,372</b>                                  | <b>13,391,666</b>                         |
| Use / (Gain) of Fund Balance  | (587,613)                                 | 2,302,138                                              | 907,196                                            | (24,496)                                  |
| <b>TOTAL RESOURCES</b>        | <b>11,804,193</b>                         | <b>15,601,724</b>                                      | <b>13,889,568</b>                                  | <b>13,367,170</b>                         |
| <b>PROPOSED EXPENDITURES:</b> |                                           |                                                        |                                                    |                                           |
| Public Works Administration   | 969,930                                   | 979,367                                                | 974,943                                            | 1,054,847                                 |
| Fleet Services                | 2,171,450                                 | 2,840,758                                              | 2,614,521                                          | 2,715,611                                 |
| Surplus Property              | 53,580                                    | 55,950                                                 | 54,708                                             | 45,243                                    |
| Risk Management               | 987,088                                   | 1,624,492                                              | 1,463,437                                          | 1,132,768                                 |
| Workers Comp                  | 770,862                                   | 2,514,250                                              | 1,595,244                                          | 1,011,000                                 |
| Life & Health Benefits        | 6,851,283                                 | 7,586,907                                              | 7,186,715                                          | 7,407,701                                 |
| Transfers                     | -                                         | -                                                      | -                                                  | -                                         |
| <b>TOTAL EXPENDITURES</b>     | <b>11,804,193</b>                         | <b>15,601,724</b>                                      | <b>13,889,568</b>                                  | <b>13,367,170</b>                         |



**ESTIMATED REVENUES-INTERNAL SERVICE**  
**FY 2017-2018**  
**Total \$13,391,666**



**ESTIMATED EXPENSES-INTERNAL SERVICE**  
**FY 2017-2018**  
**Total \$13,367,170**



**INTERSERVICE FUND BUDGET SUMMARY - FISCAL YEAR 2018-2019**

|                                        | PRIOR YEAR<br>ACTUAL<br>FY 16-17 | CURRENT YEAR<br>BUDGET<br>FY 17-18 | CURRENT YEAR<br>ACTUAL (Est.)<br>FY 17-18 | BUDGET YEAR<br>FINAL<br>FY 18-19 |
|----------------------------------------|----------------------------------|------------------------------------|-------------------------------------------|----------------------------------|
| Public Works Administration - Revenues | 977,158                          | 975,341                            | 976,952                                   | 1,004,088                        |
| Public Works Administration - Expenses | (969,930)                        | (979,367)                          | (974,943)                                 | (1,054,847)                      |
| USE OF FUND BALANCE:                   | 7,228                            | (4,026)                            | 2,009                                     | (50,759)                         |
| Interservice - Revenues                | 2,260,325                        | 2,670,883                          | 2,616,464                                 | 2,721,154                        |
| Interservice - Expenses                | (2,171,450)                      | (2,840,758)                        | (2,614,521)                               | (2,715,611)                      |
| TOTAL USE OF FUND BALANCE:             | 88,875                           | (169,875)                          | 1,943                                     | 5,543                            |
| Surplus Property - Revenues            | 50,175                           | 48,606                             | 49,908                                    | 51,545                           |
| Surplus Property - Expenses            | (53,580)                         | (55,950)                           | (54,708)                                  | (45,243)                         |
| TOTAL USE OF FUND BALANCE:             | (3,405)                          | (7,344)                            | (4,800)                                   | 6,302                            |
| Risk Management - Revenues             | 977,234                          | 872,655                            | 878,625                                   | 885,693                          |
| Risk Management - Expenses             | (987,088)                        | (1,624,492)                        | (1,463,437)                               | (1,132,768)                      |
| TOTAL USE OF FUND BALANCE:             | (9,854)                          | (751,837)                          | (584,812)                                 | (247,075)                        |
| Workers Comp - Revenues                | 1,152,450                        | 1,142,541                          | 1,151,851                                 | 1,048,711                        |
| Workers Comp - Expenses                | (770,862)                        | (2,514,250)                        | (1,595,244)                               | (1,011,000)                      |
| TOTAL USE OF FUND BALANCE:             | 381,588                          | (1,371,709)                        | (443,393)                                 | 37,711                           |
| Life & Health - Revenues               | 6,974,464                        | 7,589,560                          | 7,308,572                                 | 7,680,475                        |
| Life & Health - Expenses               | (6,851,283)                      | (7,586,907)                        | (7,186,715)                               | (7,407,701)                      |
| TOTAL USE OF FUND BALANCE:             | 123,181                          | 2,653                              | 121,857                                   | 272,774                          |

**FUND: PUBLIC WORKS ADMINISTRATION (075)  
DEPARTMENT: PUBLIC WORKS ADMINISTRATION (30)  
DEPARTMENT HEAD: VAUGHN SULLIVAN**

| <b>EXPENDITURES</b>  | <b>ACTUAL<br/>2016-2017</b> | <b>AMENDED<br/>BUDGET<br/>2017-2018</b> | <b>ESTIMATED<br/>ACTUAL<br/>2017-2018</b> | <b>BUDGET<br/>2018-2019</b> |
|----------------------|-----------------------------|-----------------------------------------|-------------------------------------------|-----------------------------|
| PERSONAL SERVICES    | 623,964                     | 602,766                                 | 602,766                                   | 640,617                     |
| BENEFITS             | 195,221                     | 202,510                                 | 202,510                                   | 218,726                     |
| MATERIALS & SUPPLIES | 3,273                       | 3,690                                   | 2,826                                     | 4,690                       |
| OTHER SERVICES       | 132,931                     | 150,392                                 | 146,832                                   | 126,814                     |
| CAPITAL OUTLAY       | 14,541                      | 20,009                                  | 20,009                                    | 64,000                      |
| <b>TOTAL</b>         | <b>969,930</b>              | <b>979,367</b>                          | <b>974,943</b>                            | <b>1,054,847</b>            |

| <b>REVENUES</b>      | <b>ACTUAL<br/>2016-2017</b> | <b>AMENDED<br/>BUDGET<br/>2017-2018</b> | <b>ESTIMATED<br/>ACTUAL<br/>2017-2018</b> | <b>BUDGET<br/>2018-2019</b> |
|----------------------|-----------------------------|-----------------------------------------|-------------------------------------------|-----------------------------|
| CHARGES FOR SERVICES | 971,205                     | 968,685                                 | 968,685                                   | 998,750                     |
| INTEREST             | 5,152                       | 3,928                                   | 5,539                                     | 5,338                       |
| TRANSFERS IN         | 801                         | 2,728                                   | 2,728                                     | -                           |
| <b>TOTAL</b>         | <b>977,158</b>              | <b>975,341</b>                          | <b>976,952</b>                            | <b>1,004,088</b>            |

| <b>BUDGETARY<br/>FUND BALANCE:</b> | <b>BUDGET<br/>FUND BAL.</b> | <b>REVENUES</b> | <b>EXPENSES</b> | <b>FUND<br/>BALANCE</b> |
|------------------------------------|-----------------------------|-----------------|-----------------|-------------------------|
| 6/30/2015                          | 216,227                     | 918,761         | 851,060         | 283,928                 |
| 6/30/2016                          | 283,928                     | 977,158         | 969,930         | 291,156                 |
| 6/30/2017                          | 291,156                     | 976,952         | 974,943         | 293,165                 |
| 6/30/2018                          | 293,165                     | 1,004,088       | 1,054,847       | 242,406                 |

**FINAL BUDGET 2018-2019**

| <b>PERSONAL SERVICES</b>       |                |
|--------------------------------|----------------|
| 10-01 SALARIES                 | 593,833        |
| 10-03 OVERTIME                 | 3,252          |
| 10-07 ALLOWANCES               | 11,094         |
| 10-10 LONGEVITY                | 11,110         |
| 10-11 SL BUYBACK               | 7,753          |
| 10-12 VL BUYBACK               | 3,637          |
| 10-13 PDO BUYBACK              | 3,460          |
| 10-14 SL INCENTIVE             | 5,045          |
| 10-95 1X SALARY ADJUSTMENT     | 1,433          |
| <b>TOTAL PERSONAL SERVICES</b> | <b>640,617</b> |

| <b>BENEFITS</b>                 |                |
|---------------------------------|----------------|
| 15-01 SOCIAL SECURITY           | 49,007         |
| 15-02 EMPLOYEES' RETIREMENT     | 89,686         |
| 15-03 GROUP INSURANCE           | 49,993         |
| 15-04 WORKERS COMP INSURANCE    | 5,717          |
| 15-06 TRAVEL & SCHOOL           | 9,848          |
| 15-13 LIFE                      | 1,362          |
| 15-14 DENTAL                    | 4,988          |
| 15-20 OVERHEAD HEALTH CARE COST | 3,463          |
| 15-98 RETIREE INSURANCE         | 4,661          |
| <b>TOTAL BENEFITS</b>           | <b>218,726</b> |

| <b>MATERIALS &amp; SUPPLIES</b>       |              |
|---------------------------------------|--------------|
| 20-34 MAINTENANCE OF EQUIPMENT        | 528          |
| 20-41 SUPPLIES                        | 4,162        |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>4,690</b> |

| <b>OTHER SERVICES &amp; CHARGES</b>       |                |
|-------------------------------------------|----------------|
| 30-23 UPKEEP REAL PROPERTY                | 700            |
| 30-40 CONTRACTUAL                         | 14,636         |
| 30-41 CONTRACTUAL LABOR                   | 23,812         |
| 30-43 HARDWARE/SOFTWARE MAINT             | 74,801         |
| 30-72 MEMBERSHIPS & SUBSCRIPTIONS         | 667            |
| 30-85 INSURANCE-FLEET/LIABILITY           | 11,579         |
| 30-86 AUDIT                               | 619            |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>126,814</b> |

(CONTINUED)

**FUND: PUBLIC WORKS ADMINISTRATION (075)**  
**DEPARTMENT: PUBLIC WORKS ADMINISTRATION (30)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
**PAGE TWO**

| PERMANENT STAFFING         | FY 18-19     | FY 17-18     |
|----------------------------|--------------|--------------|
| Public Works Director      | 1            | 1            |
| Assistant Public Works Dir | 1            | 1            |
| Office Manager             | 1            | 1            |
| Secretary II               | 3            | 3            |
| GIS Analyst                | 1            | 1            |
| Safety Coordinator         | 0.8          | 0.8          |
| City Manager               | 0.25         | 0.25         |
| Communications Coord - IT  | 0.105        | 0.105        |
| Communications Director    | 0.25         | 0            |
| <b>TOTAL</b>               | <b>8.405</b> | <b>8.155</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
- Added .25 Communications Director from Communications Department (010-20) FY 18-19

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                               |               |
|-------------------------------|---------------|
| Office Furniture              | 1,000         |
| Remodel PWA Conference Room   | 5,000         |
| Replace PWA Bathroom Flooring | 1,920         |
| Replace PWA Office Carpet     | 9,065         |
| Computers                     | 3,024         |
| <b>Total</b>                  | <b>20,009</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
- 2018-19 - 8.405

|                                           |                  |
|-------------------------------------------|------------------|
| <b>CAPITAL OUTLAY</b>                     |                  |
| 40-02 EQUIPMENT                           | 10,400           |
| 40-14 REMODEL                             | 50,000           |
| 40-49 COMPUTERS                           | 3,600            |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>64,000</b>    |
| <b>TOTAL DEPARTMENT REQUEST</b>           | <b>1,054,847</b> |

**SOURCES OF REVENUE BY DEPARTMENT**

|              |                |
|--------------|----------------|
| Sanitation   | 264,431        |
| Water        | 254,081        |
| Wastewater   | 245,782        |
| Street       | 136,681        |
| Drainage     | 39,796         |
| Storm Water  | 57,979         |
| <b>TOTAL</b> | <b>998,750</b> |

**CAPITAL OUTLAY FY 18-19**

|                                             |               |
|---------------------------------------------|---------------|
| Copier                                      | 10,000        |
| Shredder                                    | 400           |
| Architectural & Engineering Svcs Building A | 50,000        |
| 2 Computers & 1 Laptop                      | 3,600         |
| <b>TOTAL</b>                                | <b>64,000</b> |

**CONTRACTUAL DETAIL (30-40) FY 18-19**

|                                                   |               |
|---------------------------------------------------|---------------|
| Verizon Wireless (2 I-pads Service Contract)      | 1,090         |
| Cox WiFi Service                                  | 1,910         |
| Charley's Professional Pest Control               | 200           |
| Unifirst (Rugs)                                   | 247           |
| Standley Systems (Copier)                         | 1,392         |
| Jan-Pro of OKC (Cleaning Offices)                 | 3,000         |
| City Works Training                               | 2,907         |
| 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>14,636</b> |

**FUND: PUBLIC WORKS ADMINISTRATION (075)  
DEPARTMENT: PUBLIC WORKS ADMINISTRATION (30)**

**SIGNIFICANT EXPENDITURE CHANGES:**

None

**STAFFING/PROGRAMS**

None

**PROGRAM DESCRIPTION**

Public Works Administration remains committed to providing excellent customer service to the citizens of Midwest City and to the Public Works Divisions it serves.

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.

**2018-2019 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 City Works program into the field for Line Maintenance Water & Wastewater departments.

FUND: INTERSERVICE (080)  
DEPARTMENT: FLEET SERVICES (25)  
DEPARTMENT HEAD: TIM LYON

| EXPENDITURES         | ACTUAL           | AMENDED          | ESTIMATED        | BUDGET           |
|----------------------|------------------|------------------|------------------|------------------|
|                      | 2016-2017        | BUDGET 2017-2018 | ACTUAL 2017-2018 | BUDGET 2018-2019 |
| PERSONAL SERVICES    | 565,564          | 604,395          | 567,835          | 609,580          |
| BENEFITS             | 239,894          | 261,336          | 255,401          | 277,133          |
| MATERIALS & SUPPLIES | 1,272,605        | 1,730,808        | 1,567,948        | 1,681,000        |
| OTHER SERVICES       | 84,237           | 115,684          | 94,802           | 98,898           |
| CAPITAL OUTLAY       | 9,150            | 128,535          | 128,535          | 49,000           |
| <b>TOTAL</b>         | <b>2,171,450</b> | <b>2,840,758</b> | <b>2,614,521</b> | <b>2,715,611</b> |

| REVENUES             | ACTUAL           | AMENDED          | ESTIMATED        | BUDGET           |
|----------------------|------------------|------------------|------------------|------------------|
|                      | 2016-2017        | BUDGET 2017-2018 | ACTUAL 2017-2018 | BUDGET 2018-2019 |
| CHARGES FOR SERVICES | 2,249,066        | 2,663,587        | 2,605,854        | 2,715,610        |
| INVESTMENT INTEREST  | 2,512            | 1,806            | 5,128            | 5,544            |
| ASSET RETIREMENT     | 3,265            | -                | -                | -                |
| TRANSFERS IN         | 5,482            | 5,490            | 5,482            | -                |
| <b>TOTAL</b>         | <b>2,260,325</b> | <b>2,670,883</b> | <b>2,616,464</b> | <b>2,721,154</b> |

| BUDGETARY     | BUDGET    |           |           | FUND    |                 |
|---------------|-----------|-----------|-----------|---------|-----------------|
| FUND BALANCE: | FUND BAL. | REVENUES  | EXPENSES  | BALANCE |                 |
| 6/30/2015     | 146,291   | 2,181,484 | 2,144,291 | 183,485 | 6/30/2016       |
| 6/30/2016     | 183,485   | 2,260,325 | 2,171,450 | 272,360 | 6/30/2017       |
| 6/30/2017     | 272,360   | 2,616,464 | 2,614,521 | 274,303 | 6/30/2018 - EST |
| 6/30/2018     | 274,303   | 2,721,154 | 2,715,611 | 279,846 | 6/30/2019 - EST |

**FINAL BUDGET 2018-2019**

| PERSONAL SERVICES              |                |
|--------------------------------|----------------|
| 10-01 SALARIES                 | 561,064        |
| 10-03 OVERTIME                 | 2,000          |
| 10-07 ALLOWANCES               | 15,304         |
| 10-10 LONGEVITY                | 11,470         |
| 10-11 SICK LEAVE BUYBACK       | 4,643          |
| 10-12 VL BUYBACK               | 1,748          |
| 10-13 PDO BUYBACK              | 1,214          |
| 10-14 SICK LEAVE INCENTIVE     | 5,990          |
| 10-19 ON CALL                  | 4,000          |
| 10-95 1 X SALARY ADJUSTMENT    | 2,147          |
| <b>TOTAL PERSONAL SERVICES</b> | <b>609,580</b> |

| BENEFITS                        |                |
|---------------------------------|----------------|
| 15-01 SOCIAL SECURITY           | 46,633         |
| 15-02 EMPLOYEES' RETIREMENT     | 85,341         |
| 15-03 GROUP INSURANCE           | 97,169         |
| 15-04 WORKERS COMP INSURANCE    | 8,720          |
| 15-06 TRAVEL & SCHOOL           | 7,000          |
| 15-07 UNIFORMS                  | 5,500          |
| 15-13 LIFE                      | 2,041          |
| 15-14 DENTAL                    | 9,342          |
| 15-20 OVERHEAD HEALTH CARE COST | 4,082          |
| 15-98 RETIREE INSURANCE         | 11,305         |
| <b>TOTAL BENEFITS</b>           | <b>277,133</b> |

| MATERIALS & SUPPLIES                  |                  |
|---------------------------------------|------------------|
| 20-34 MAINTENANCE OF EQUIPMENT        | 930,000          |
| 20-35 SMALL TOOLS & EQUIP             | 6,000            |
| 20-41 SUPPLIES                        | 15,000           |
| 20-45 FUEL                            | 730,000          |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>1,681,000</b> |

(CONTINUED)

**FUND: INTERSERVICE (080)**  
**DEPARTMENT: FLEET SERVICES (25)**  
**DEPARTMENT HEAD: TIM LYON**  
**PAGE TWO**

| PERMANENT STAFFING     | FY 18-19    | FY 17-18    |
|------------------------|-------------|-------------|
| Transportation Manager | 1           | 1           |
| Records Clerk          | 1           | 1           |
| Secretary II           | 0.5         | 0.5         |
| Lead Technician        | 1           | 1           |
| Technician I           | 3           | 1           |
| Technician II          | 2           | 2           |
| Technician III         | 2           | 3           |
| Service Attendant I    | 2           | 2           |
| Safety Coordinator     | 0.1         | 0.1         |
| <b>TOTAL</b>           | <b>12.6</b> | <b>11.6</b> |

| WAGES                      | FY 18-19 | FY 17-18 |
|----------------------------|----------|----------|
| OJT Technician - Part Time | 0        | 0.5      |

**CAPITAL OUTLAY FY 18-19**

|                                      |               |
|--------------------------------------|---------------|
| Desktop Computer                     | 2,000         |
| CNG Approved Facility Upgrades       | 21,000        |
| Shop Equipment & Diagnostic Software | 10,000        |
| Waste Oil Heater                     | 8,500         |
| LED Inside Building Lighting         | 7,500         |
| <b>TOTAL</b>                         | <b>49,000</b> |

**CONTRACTUAL (30-40) FY 18-19**

|                                     |              |
|-------------------------------------|--------------|
| Pest Control                        | 960          |
| Safety Kleen                        | 2,100        |
| Fire Alarm System Annual Inspection | 490          |
| Fire Extinguisher Repair/Replace    | 700          |
| Ameriworks/Occupational Testing     | 300          |
| Software Upgrades                   | 1,000        |
| Equipment Repairs                   | 850          |
| Ice Machine Repair                  | 600          |
| <b>TOTAL</b>                        | <b>7,000</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  
2018-19 - 12.6

**OTHER SERVICES & CHARGES**

|                                           |               |
|-------------------------------------------|---------------|
| 30-01 UTILITIES                           | 3,000         |
| 30-23 UPKEEP REAL PROPERTY                | 7,500         |
| 30-40 CONTRACTUAL                         | 7,000         |
| 30-41 CONTRACTUAL LABOR                   | 67,000        |
| 30-43 HARDWARE/SOFTWARE MAINT             | 1,000         |
| 30-72 MEMBERSHIPS & SUBSCRIPTIONS         | 1,500         |
| 30-81 ADVERTISING                         | 500           |
| 30-85 INSURANCE - FLEET/LIABILITY         | 9,148         |
| 30-86 AUDIT                               | 2,250         |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>98,898</b> |

**CAPITAL OUTLAY**

|                             |               |
|-----------------------------|---------------|
| 40-02 EQUIPMENT             | 29,500        |
| 40-14 REMODEL               | 7,500         |
| 40-49 COMPUTERS             | 2,000         |
| 40-50 SOFTWARE              | 10,000        |
| <b>TOTAL CAPITAL OUTLAY</b> | <b>49,000</b> |

**TOTAL DEPARTMENT REQUEST** **2,715,611**

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                             |                |
|-----------------------------|----------------|
| CNG Skid Unit               | 20,000         |
| Car Wash Heater             | 5,000          |
| CNG Shop Equipment          | 7,813          |
| Overhead Door Opener        | 1,025          |
| Shop Equip/SW/Scanners      | 4,750          |
| Shop Equip/Diag Software    | 5,415          |
| Bird Netting                | 2,000          |
| Truck Bed Lifting Fixture   | 2,200          |
| CNG Approved Shop Equipment | 14,350         |
| Indirect Heat Heaters       | 50,000         |
| Fleet Facility Lighting     | 4,000          |
| Fleet Bldg Garage Doors     | 6,650          |
| I-Pad                       | 2,000          |
| Computer                    | 2,000          |
| Software                    | 1,332          |
| <b>TOTAL</b>                | <b>128,535</b> |

FUND: INTERSERVICE (080)  
DEPARTMENT: FLEET SERVICES

#### SIGNIFICANT EXPENDITURE CHANGES FY 18-19

1. Increase "parts" and "labor" budgets for departments with predominantly heavy-duty vehicles.
2. Increase budget to maintain CNG fuel station.
3. Replace the Fleet Services OJT position with one (1) Full-time Technician II to help reduce vehicular down-time, increase productivity and promote safety.
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.

#### 2018-2019 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             | ESTIMATED           | BUDGET              |
|----------------------|---------------|---------------------|---------------------|---------------------|
|                      | 2016-2017     | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| PERSONAL SERVICES    | 19,321        | 19,836              | 19,832              | 20,526              |
| BENEFITS             | 10,482        | 11,128              | 11,043              | 11,276              |
| MATERIALS & SUPPLIES | 713           | 2,004               | 2,004               | 2,041               |
| OTHER SERVICES       | 8,653         | 12,523              | 11,370              | 11,400              |
| CAPITAL OUTLAY       | 14,411        | 10,459              | 10,459              | -                   |
| <b>TOTAL</b>         | <b>53,580</b> | <b>55,950</b>       | <b>54,708</b>       | <b>45,243</b>       |

| REVENUES             | ACTUAL        | AMENDED             | ESTIMATED           | BUDGET              |
|----------------------|---------------|---------------------|---------------------|---------------------|
|                      | 2016-2017     | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| CHARGES FOR SERVICES | 44,200        | 43,284              | 43,284              | 44,803              |
| INTEREST             | 5,918         | 5,322               | 6,539               | 6,742               |
| MISCELLANEOUS        | 57            | -                   | 85                  | -                   |
| <b>TOTAL</b>         | <b>50,175</b> | <b>48,606</b>       | <b>49,908</b>       | <b>51,545</b>       |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES | FUND<br>BALANCE |               |
|----------------------------|---------------------|----------|----------|-----------------|---------------|
| 6/30/2015                  | 57,402              | 50,966   | 39,374   | 68,994          | 6/30/16       |
| 6/30/2016                  | 68,994              | 50,175   | 53,580   | 65,589          | 6/30/17       |
| 6/30/2017                  | 65,589              | 49,908   | 54,708   | 60,789          | 6/30/18 - EST |
| 6/30/2018                  | 60,789              | 51,545   | 45,243   | 67,091          | 6/30/19 - EST |

Note: Sales are recorded to the balance sheet.

FINAL BUDGET 2018-2019

| PERSONAL SERVICES              |               |
|--------------------------------|---------------|
| 10-01 SALARIES                 | 19,767        |
| 10-07 ALLOWANCES               | 80            |
| 10-10 LONGEVITY                | 594           |
| 10-95 1 X SALARY ADJUSTMENT    | 85            |
| <b>TOTAL PERSONAL SERVICES</b> | <b>20,526</b> |

| BENEFITS                        |               |
|---------------------------------|---------------|
| 15-01 SOCIAL SECURITY           | 1,570         |
| 15-02 EMPLOYEES' RETIREMENT     | 2,874         |
| 15-03 GROUP INSURANCE           | 5,920         |
| 15-13 LIFE                      | 81            |
| 15-14 DENTAL                    | 669           |
| 15-20 OVERHEAD HEALTH CARE COST | 162           |
| <b>TOTAL BENEFITS</b>           | <b>11,276</b> |

| MATERIALS & SUPPLIES                  |              |
|---------------------------------------|--------------|
| 20-35 SMALL TOOLS & EQUIP             | 1,000        |
| 20-41 SUPPLIES                        | 900          |
| 20-64 FLEET PARTS                     | 84           |
| 20-65 FLEET LABOR                     | 57           |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>2,041</b> |

| OTHER SERVICES & CHARGES                  |               |
|-------------------------------------------|---------------|
| 30-01 UTILITIES & COMMUNICATIONS          | 3,800         |
| 30-23 UPKEEP REAL PROPERTY                | 2,000         |
| 30-40 CONTRACTUAL                         | 100           |
| 30-41 SELLER FEES                         | 4,500         |
| 30-87 SHIPPING                            | 500           |
| 30-89 EBAY FEES                           | 500           |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>11,400</b> |

**TOTAL DEPARTMENT REQUEST** **45,243**

(CONTINUED)

**FUND: SURPLUS PROPERTY (081)**  
**DEPARTMENT: SURPLUS PROPERTY (26)**  
**DEPARTMENT HEAD: TIM LYON**  
**PAGE TWO**

| PERMANENT STAFFING | FY 18-19   | FY 17-18   |
|--------------------|------------|------------|
| 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  
2018-19 - .5

**CONTRACTUAL (30-40) FY 18-19**

|              |            |
|--------------|------------|
| Pest Control | 100        |
| <b>TOTAL</b> | <b>100</b> |

**SOURCES OF REVENUE BY DEPARTMENT**

|                         |               |
|-------------------------|---------------|
| Parks                   | 466           |
| General Fund            | 12,097        |
| Hotel/Conference Center | 3,638         |
| Sanitation              | 8,396         |
| Water                   | 1,116         |
| Sewer                   | 3,383         |
| Golf                    | 757           |
| Stormwater              | 1,066         |
| Police                  | 7,043         |
| Fire                    | 5,569         |
| Emergency Operations    | 1,272         |
| <b>TOTAL</b>            | <b>44,803</b> |

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                   |               |
|-------------------|---------------|
| EQUIPMENT         | 3,459         |
| REMODEL/REFURBISH | 3,500         |
| IOB               | 3,500         |
| <b>TOTAL</b>      | <b>10,459</b> |

FUND: INTERSERVICE  
DEPARTMENT: SURPLUS PROPERTY DIV.

#### SIGNIFICANT EXPENDITURE CHANGES FY 18-19

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.

#### 2018-2019 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              |
|----------------------|----------------|---------------------|---------------------|---------------------|
|                      | 2016-2017      | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| PERSONAL SERVICES    | 97,214         | 133,017             | 133,017             | 135,189             |
| BENEFITS             | 37,538         | 54,673              | 50,612              | 52,607              |
| MATERIALS & SUPPLIES | 2,278          | 6,397               | 4,331               | 3,182               |
| OTHER SERVICES       | 482,237        | 87,536              | 86,835              | 86,110              |
| CAPITAL OUTLAY       | -              | 4,522               | 4,522               | -                   |
| INSURANCE RELATED    | 367,821        | 1,338,347           | 1,184,120           | 855,680             |
| <b>TOTAL</b>         | <b>987,088</b> | <b>1,624,492</b>    | <b>1,463,437</b>    | <b>1,132,768</b>    |

| REVENUES             | ACTUAL         | AMENDED             | ESTIMATED           | BUDGET              |
|----------------------|----------------|---------------------|---------------------|---------------------|
|                      | 2016-2017      | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| CHARGES FOR SERVICES | 897,976        | 848,347             | 848,347             | 853,853             |
| INVESTMENT INTEREST  | 25,715         | 22,513              | 28,483              | 31,840              |
| MISCELLANEOUS        | 52,342         | -                   | -                   | -                   |
| TRANSFERS IN         | 1,201          | 1,795               | 1,795               | -                   |
| <b>TOTAL</b>         | <b>977,234</b> | <b>872,655</b>      | <b>878,625</b>      | <b>885,693</b>      |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES  | FUND<br>BALANCE |
|----------------------------|---------------------|----------|-----------|-----------------|
| 6/30/2015                  | 2,190,556           | 815,876  | 1,276,842 | 1,729,589       |
| 6/30/2016                  | 1,729,589           | 977,234  | 987,088   | 1,719,735       |
| 6/30/2017                  | 1,719,735           | 878,625  | 1,463,437 | 1,134,923       |
| 6/30/2018                  | 1,134,923           | 885,693  | 1,132,768 | 887,848         |

Estimated Actual includes prior year required reserves of \$490,000. See detail on next page.

The IBNR, incurred but not reported, per actuarial report as of 6/30/2017:  
 General Liability: \$227,000

**FINAL BUDGET 2018-2019**

| <b>PERSONAL SERVICES - OPERATIONAL (2910)</b> |                |
|-----------------------------------------------|----------------|
| 10-01 SALARIES                                | 122,476        |
| 10-07 ALLOWANCES                              | 4,597          |
| 10-10 LONGEVITY                               | 3,289          |
| 10-11 SL BUYBACK                              | 2,153          |
| 10-12 VL BUYBACK                              | 177            |
| 10-13 PDO BUYBACK                             | 945            |
| 10-14 SICK LEAVE INCENTIVE                    | 1,305          |
| 10-95 1X SALARY ADJUSTMENT                    | 247            |
| <b>TOTAL PERSONAL SERVICES</b>                | <b>135,189</b> |

| <b>BENEFITS - OPERATIONAL</b>   |               |
|---------------------------------|---------------|
| 15-01 SOCIAL SECURITY           | 10,342        |
| 15-02 EMPLOYEES' RETIREMENT     | 18,926        |
| 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 | 622           |
| 15-98 RETIREE INSURANCE         | 2,119         |
| <b>TOTAL BENEFITS</b>           | <b>52,607</b> |

| <b>MATERIALS AND SUPPLIES - OPERATIONAL</b> |              |
|---------------------------------------------|--------------|
| 20-41 MATERIALS AND SUPPLIES                | 3,000        |
| 20-63 FLEET FUEL                            | 128          |
| 20-64 FLEET PARTS                           | 19           |
| 20-65 FLEET LABOR                           | 35           |
| <b>TOTAL MATERIALS AND SUPPLIES</b>         | <b>3,182</b> |

| <b>OTHER SERVICES AND CHARGES - OPERATIONAL</b> |               |
|-------------------------------------------------|---------------|
| 30-02 DRUG SCREENING                            | 6,000         |
| 30-43 HARDWEARE/SOFTWARE MAINT.                 | 699           |
| 30-44 PROFESSIONAL SERVICES (TPA)               | 42,000        |
| 30-51 OTHER GOVERNMENT EXPENSES                 | 35,000        |
| 30-72 MEMBERSHIPS/SUBSCRIPTIONS                 | 1,300         |
| 30-86 AUDIT EXPENSE                             | 1,111         |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b>       | <b>86,110</b> |

**TOTAL OPERATIONAL** **277,088**

(CONTINUED)

**FUND: RISK (202)**  
**DEPARTMENT: RISK MANAGEMENT (29)**  
**DEPARTMENT HEAD: TIM LYON**  
**PAGE TWO**

| PERMANENT STAFFING     | FY 18-19    | FY 17-18    |
|------------------------|-------------|-------------|
| Risk Manager           | 1           | 1           |
| Assistant City Manager | 0.1         | 0.1         |
| City Attorney          | 0.25        | 0.25        |
| Safety Coordinator     | 0.1         | 0.1         |
| <b>TOTAL</b>           | <b>1.45</b> | <b>1.45</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  
2018-2019 - 1.45

**SOURCES OF REVENUE - FY 18-19**

| DEPARTMENT                       | LIABILITY      | PROPERTY       | OVERHEAD      |
|----------------------------------|----------------|----------------|---------------|
| Utility Services                 | 1,964          | -              | 390           |
| Community Development            | 23,016         | -              | -             |
| Street/Park Maintenance/Forestry | 28,494         | -              | 2,611         |
| General Government               | 30,036         | 23,150         | 6,563         |
| Neighborhood Services            | 7,815          | 2,730          | -             |
| Information Technology           | 2,047          | -              | -             |
| Parks/Recreation/Pools           | 4,614          | 17,881         | -             |
| Welcome Center                   | 1,061          | 792            | 187           |
| Senior Center                    | -              | 4,504          | -             |
| Reed Center                      | -              | 27,491         | -             |
| Hotel                            | -              | 32,569         | -             |
| Police Department                | 198,424        | 10,101         | 30,475        |
| Fire Department                  | 33,713         | 17,008         | 18,976        |
| Sanitation                       | 62,555         | 3,331          | 772           |
| Water                            | 23,937         | 33,388         | 4,095         |
| Wastewater                       | 19,258         | 85,913         | 3,705         |
| Golf                             | 2,203          | 4,750          | 2,452         |
| Stormwater                       | 36,075         | 2,730          | 937           |
| Sewer Utility Line Maint.        | 3,908          | -              | 596           |
| Water Utility Line Maint.        | 3,608          | -              | 529           |
| Fleet Services                   | 5,172          | 3,331          | 645           |
| Public Works Administration      | 7,777          | 3,331          | 471           |
| Drainage Division                | 851            | -              | 1,312         |
| CDBG                             | 999            | -              | 157           |
| Downtown Redevelopment           | 341            | -              | 30            |
| Hospital Authority               | 7,781          | -              | 45            |
| Juvenile                         | 204            | -              | 52            |
| <b>TOTALS</b>                    | <b>505,853</b> | <b>273,000</b> | <b>75,000</b> |

**INSURANCE RELATED / 18-19 (2959)**

| <b>MATERIALS AND SUPPLIES - INSURANCE RELATED</b> |              |
|---------------------------------------------------|--------------|
| 20-63 FLEET FUEL                                  | 1,378        |
| 20-64 FLEET PARTS                                 | 108          |
| 20-65 FLEET LABOR                                 | 341          |
| <b>TOTAL MATERIALS AND SUPPLIES</b>               | <b>1,827</b> |

| <b>OTHER SERVICES AND CHARGES - INSURANCE RELATED</b> |                |
|-------------------------------------------------------|----------------|
| 30-26 LIABILITY LAWSUITS                              | 580,853        |
| 30-33 PROPERTY INSURANCE                              | 273,000        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b>             | <b>853,853</b> |
| <b>TOTAL INSURANCE RELATED / 18-19</b>                | <b>855,680</b> |

**TOTAL DEPARTMENT REQUEST** 1,132,768

INFORMATIONAL ONLY: (Estimated for prior fiscal years in FY 17-18 per actuarial report dated 6/30/2017)

|                                        | Required Reserve: | Cash Flow:     |
|----------------------------------------|-------------------|----------------|
| <b>INSURANCE RELATED / 16-17</b>       |                   |                |
| 30-26 LIABILITY LAWSUITS               | 133,000           | 30,500         |
| <b>TOTAL INSURANCE RELATED / 16-17</b> | <b>133,000</b>    | <b>30,500</b>  |
| <b>INSURANCE RELATED / 15-16</b>       |                   |                |
| 30-26 LIABILITY LAWSUITS               | 252,000           | 53,100         |
| <b>TOTAL INSURANCE RELATED / 15-16</b> | <b>252,000</b>    | <b>53,100</b>  |
| <b>INSURANCE RELATED / 14-15</b>       |                   |                |
| 30-26 LIABILITY LAWSUITS               | 40,000            | 8,000          |
| <b>TOTAL INSURANCE RELATED / 14-15</b> | <b>40,000</b>     | <b>8,000</b>   |
| <b>INSURANCE RELATED / 13-14</b>       |                   |                |
| 30-26 LIABILITY LAWSUITS               | 27,000            | 5,100          |
| <b>TOTAL INSURANCE RELATED / 13-14</b> | <b>27,000</b>     | <b>5,100</b>   |
| <b>INSURANCE RELATED / 12-13</b>       |                   |                |
| 30-26 LIABILITY LAWSUITS               | 38,000            | 6,600          |
| <b>TOTAL INSURANCE RELATED / 12-13</b> | <b>38,000</b>     | <b>6,600</b>   |
| <b>TOTAL FOR PRIOR FISCAL YEARS</b>    | <b>490,000</b>    | <b>103,300</b> |

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                         |              |
|-------------------------|--------------|
| Document Imaging System | 2,522        |
| Desktop Computer        | 1,600        |
| Keyboard & Monitor      | 400          |
| <b>TOTAL</b>            | <b>4,522</b> |

FUND: WORKERS COMP (204)  
 DEPARTMENT: RISK MANAGEMENT (29)  
 DEPARTMENT HEAD: TIM LYON

| EXPENDITURES   | AMENDED             |                     | ESTIMATED           |                     |
|----------------|---------------------|---------------------|---------------------|---------------------|
|                | ACTUAL<br>2016-2017 | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| OTHER SERVICES | 770,862             | 2,514,250           | 1,595,244           | 1,011,000           |
| <b>TOTAL</b>   | <b>770,862</b>      | <b>2,514,250</b>    | <b>1,595,244</b>    | <b>1,011,000</b>    |

| REVENUES             | AMENDED             |                     | ESTIMATED           |                     |
|----------------------|---------------------|---------------------|---------------------|---------------------|
|                      | ACTUAL<br>2016-2017 | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| CHARGES FOR SERVICES | 1,093,468           | 1,113,000           | 1,113,000           | 1,011,000           |
| INVESTMENT INTEREST  | 31,315              | 29,541              | 37,375              | 37,711              |
| MISCELLANEOUS        | 27,667              | -                   | 1,476               | -                   |
| <b>TOTAL</b>         | <b>1,152,450</b>    | <b>1,142,541</b>    | <b>1,151,851</b>    | <b>1,048,711</b>    |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES  | EXPENSES  | FUND<br>BALANCE |                 |
|----------------------------|---------------------|-----------|-----------|-----------------|-----------------|
| 6/30/2015                  | 1,621,834           | 1,186,821 | 1,284,560 | 1,524,094       | 6/30/2016       |
| 6/30/2016                  | 1,524,094           | 1,152,450 | 770,862   | 1,905,682       | 6/30/2017       |
| 6/30/2017                  | 1,905,682           | 1,151,851 | 1,595,244 | 1,462,289       | 6/30/2018 - EST |
| 6/30/2018                  | 1,462,289           | 1,048,711 | 1,011,000 | 1,500,000       | 6/30/2019 - EST |

Estimated Actual includes prior year required reserves of \$1,408,000. See detail on next page.

The IBNR, incurred but not reported, per actuarial report as of 6/30/2017:  
 Workers Comp: \$1,035,000

FINAL BUDGET 2018-2019

|                                                |                  |
|------------------------------------------------|------------------|
| OTHER SERVICES AND CHARGES - INSURANCE RELATED |                  |
| 30-07 WORKERS COMPENSATION                     | 1,011,000        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b>      | <b>1,011,000</b> |
| <b>TOTAL DEPARTMENT REQUEST</b>                | <b>1,011,000</b> |

INFORMATIONAL ONLY: (Estimated for prior fiscal years in FY 17-18 per actuarial report dated 6/30/2017)

|                                        | Required Reserve: | Cash Flow:    |
|----------------------------------------|-------------------|---------------|
| <b>INSURANCE RELATED / 16-17</b>       |                   |               |
| 30-07 WORKERS COMPENSATION             | 374,000           | 76,900        |
| <b>TOTAL INSURANCE RELATED / 16-17</b> | <b>374,000</b>    | <b>76,900</b> |
| <b>INSURANCE RELATED / 15-16</b>       |                   |               |
| 30-07 WORKERS COMPENSATION             | 194,000           | 37,000        |
| <b>TOTAL INSURANCE RELATED / 15-16</b> | <b>194,000</b>    | <b>37,000</b> |
| <b>INSURANCE RELATED / 14-15</b>       |                   |               |
| 30-07 WORKERS COMPENSATION             | 113,000           | 19,900        |
| <b>TOTAL INSURANCE RELATED / 14-15</b> | <b>113,000</b>    | <b>19,900</b> |
| <b>INSURANCE RELATED / 13-14</b>       |                   |               |
| 30-07 WORKERS COMPENSATION             | 86,000            | 13,900        |
| <b>TOTAL INSURANCE RELATED / 13-14</b> | <b>86,000</b>     | <b>13,900</b> |
| <b>INSURANCE RELATED / 12-13</b>       |                   |               |
| 30-07 WORKERS COMPENSATION             | 125,000           | 18,500        |
| <b>TOTAL INSURANCE RELATED / 12-13</b> | <b>125,000</b>    | <b>18,500</b> |
| <b>INSURANCE RELATED / 11-12</b>       |                   |               |
| 30-07 WORKERS COMPENSATION             | 56,000            | 7,600         |
| <b>TOTAL INSURANCE RELATED / 11-12</b> | <b>56,000</b>     | <b>7,600</b>  |
| <b>INSURANCE RELATED / 10-11</b>       |                   |               |
| 30-07 WORKERS COMPENSATION             | 47,000            | 5,900         |
| <b>TOTAL INSURANCE RELATED / 10-11</b> | <b>47,000</b>     | <b>5,900</b>  |
| <b>INSURANCE RELATED / 09-10</b>       |                   |               |
| 30-07 WORKERS COMPENSATION             | 30,000            | 3,500         |
| <b>TOTAL INSURANCE RELATED / 09-10</b> | <b>30,000</b>     | <b>3,500</b>  |

(CONTINUED)

FUND: WORKERS COMP (204)  
 DEPARTMENT: RISK MANAGEMENT (29)  
 DEPARTMENT HEAD: TIM LYON  
 PAGE TWO

SOURCES OF REVENUE - FY 18-19

| DEPARTMENT                       | W/COMP           |
|----------------------------------|------------------|
| Utility Services                 | 5,265            |
| Street/Park Maintenance/Forestry | 35,202           |
| General Government               | 88,412           |
| Welcome Center                   | 2,512            |
| Police Department                | 411,309          |
| Fire Department                  | 255,818          |
| Sanitation                       | 10,412           |
| Water                            | 55,177           |
| Wastewater                       | 49,971           |
| Golf                             | 33,058           |
| Stormwater                       | 12,608           |
| Sewer Utility Line Maint.        | 8,023            |
| Water Utility Line Maint.        | 7,115            |
| Fleet Services                   | 8,720            |
| Public Works Administration      | 5,717            |
| Drainage Division                | 17,969           |
| CDBG                             | 2,003            |
| Downtown Redevelopment           | 393              |
| Hospital Authority               | 596              |
| Juvenile                         | 720              |
| <b>TOTALS</b>                    | <b>1,011,000</b> |

|                                                 | Required Reserve:<br>(Exhibit VIII) | Cash Flow<br>(Exhibit X) |
|-------------------------------------------------|-------------------------------------|--------------------------|
| <b>INSURANCE RELATED / 08-09</b>                |                                     |                          |
| 30-07 WORKERS COMPENSATION                      | 55,000                              | 5,900                    |
| <b>TOTAL INSURANCE RELATED / 08-09</b>          | <b>55,000</b>                       | <b>5,900</b>             |
| <b>INSURANCE RELATED / 07-08</b>                |                                     |                          |
| 30-07 WORKERS COMPENSATION                      | 13,000                              | 1,300                    |
| <b>TOTAL INSURANCE RELATED / 07-08</b>          | <b>13,000</b>                       | <b>1,300</b>             |
| <b>INSURANCE RELATED / 06-07</b>                |                                     |                          |
| 30-07 WORKERS COMPENSATION                      | 14,000                              | 1,300                    |
| <b>TOTAL INSURANCE RELATED / 06-07</b>          | <b>14,000</b>                       | <b>1,300</b>             |
| <b>INSURANCE RELATED / 05-06</b>                |                                     |                          |
| 30-07 WORKERS COMPENSATION                      | 12,000                              | 1,100                    |
| <b>TOTAL INSURANCE RELATED / 05-06</b>          | <b>12,000</b>                       | <b>1,100</b>             |
| <b>INSURANCE RELATED / 04-05</b>                |                                     |                          |
| 30-07 WORKERS COMPENSATION                      | 18,000                              | 1,500                    |
| <b>TOTAL INSURANCE RELATED / 04-05</b>          | <b>18,000</b>                       | <b>1,500</b>             |
| <b>INSURANCE RELATED / Prior to 04-05</b>       |                                     |                          |
| 30-07 WORKERS COMPENSATION                      | 271,000                             | 16,100                   |
| <b>TOTAL INSURANCE RELATED / Prior to 04-05</b> | <b>271,000</b>                      | <b>16,100</b>            |
| <b>TOTAL FOR PRIOR FISCAL YEARS</b>             | <b>1,408,000</b>                    | <b>210,400</b>           |

FUND: L & H - (240)  
 DEPARTMENT: BENEFITS (0310)  
 DEPARTMENT HEAD: CATHERINE WILSON

| EXPENDITURES      | ACTUAL           | AMENDED             | ESTIMATED           | BUDGET              |
|-------------------|------------------|---------------------|---------------------|---------------------|
|                   | 2016-2017        | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| PERSONAL SERVICES | 31,756           | 32,788              | 32,788              | 33,865              |
| BENEFITS          | 6,801,717        | 7,486,186           | 7,085,994           | 7,304,361           |
| OTHER SERVICES    | 17,810           | 66,933              | 66,933              | 69,475              |
| CAPITAL OUTLAY    | -                | 1,000               | 1,000               | -                   |
| <b>TOTAL</b>      | <b>6,851,283</b> | <b>7,586,907</b>    | <b>7,186,715</b>    | <b>7,407,701</b>    |

| REVENUES                       | ACTUAL           | AMENDED             | ESTIMATED           | BUDGET              |
|--------------------------------|------------------|---------------------|---------------------|---------------------|
|                                | 2016-2017        | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| CFS - PREMIUM                  | 6,672,640        | 7,277,910           | 6,882,524           | 7,260,981           |
| CFS - STOP LOSS                | 10,088           | 50,000              | 81,762              | 50,000              |
| CFS - SUBROGATION              | 19,325           | 20,000              | 20,000              | 20,000              |
| INTEREST                       | 31,337           | 24,977              | 35,611              | 35,418              |
| MISC. - Refund of Overpayments | -                | -                   | 2,667               | -                   |
| MISCELLANEOUS - RX Rebates     | 100,698          | 77,912              | 147,632             | 175,000             |
| MISC. - OIL ROYALTIES          | 14,775           | 13,137              | 12,752              | 13,764              |
| TRANSFERS IN - (353)           | 125,301          | 125,312             | 125,312             | 125,312             |
| TRANSFERS IN - Fund 425        | 300              | 312                 | 312                 | -                   |
| <b>TOTAL</b>                   | <b>6,974,464</b> | <b>7,589,560</b>    | <b>7,308,572</b>    | <b>7,680,475</b>    |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES  | EXPENSES  | FUND<br>BALANCE |
|----------------------------|---------------------|-----------|-----------|-----------------|
| 6/30/2015                  | 1,943,651           | 6,952,662 | 7,235,157 | 1,661,156       |
| 6/30/2016                  | 1,661,156           | 6,974,464 | 6,851,283 | 1,784,337       |
| 6/30/2017                  | 1,784,337           | 7,308,572 | 7,186,715 | 1,906,194       |
| 6/30/2018                  | 1,906,194           | 7,680,475 | 7,407,701 | 2,178,968       |

**FINAL BUDGET 2018-2019**

| PERSONAL SERVICES              |               |
|--------------------------------|---------------|
| 10-01 SALARY                   | 33,737        |
| 10-95 1X SALARY ADJUSTMENT     | 128           |
| <b>TOTAL PERSONAL SERVICES</b> | <b>33,865</b> |

| BENEFITS                        |                  |
|---------------------------------|------------------|
| 15-01 SOCIAL SECURITY           | 2,591            |
| 15-02 RETIREMENT                | 4,741            |
| 15-06 TRAVEL & SCHOOL           | 2,000            |
| 15-13 LIFE                      | 122              |
| 15-14 DENTAL                    | 1,004            |
| 15-20 OVERHEAD HEALTH CARE COST | 243              |
| 15-21 AGGREGATE STOP LOSS       | 14,672           |
| 15-39 LIFE INSURANCE            | 69,026           |
| 15-40 DENTAL                    | 362,000          |
| 15-41 CLAIMS                    | 4,151,000        |
| 15-42 PRESCRIPTIONS             | 1,500,000        |
| 15-43 ADMINISTRATION            | 423,165          |
| 15-44 OTHER FEES                | 153,897          |
| 15-45 INDIVIDUAL STOP LOSS      | 526,640          |
| 15-47 DENTAL PLAN - ADMIN EXP   | 23,260           |
| 15-49 PRESCRIPTIONS - ACTIVE    | 50,000           |
| 15-50 PRESCRIPTIONS - PRE 65    | 10,000           |
| 15-51 PRESCRIPTIONS - POST 65   | 10,000           |
| <b>TOTAL BENEFITS</b>           | <b>7,304,361</b> |

| OTHER SERVICES & CHARGES                  |               |
|-------------------------------------------|---------------|
| 30-40 CONTRACTUAL                         | 55,500        |
| 30-86 AUDIT                               | 13,975        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>69,475</b> |

**TOTAL DEPARTMENT REQUEST 7,407,701**

(CONTINUED)



FUND: L & H - (240)  
 DEPARTMENT: BENEFITS (0310)  
 DEPARTMENT HEAD: CATHERINE WILSON  
 PAGE TWO

| PERMANENT STAFFING             | FY 18-19 | FY 17-18 |
|--------------------------------|----------|----------|
| 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  
 2018-19 - .75

OTHER FEES (15-44) FY 18-19

|                                             |         |
|---------------------------------------------|---------|
| Emp Assistance Counselor                    | 25,272  |
| Flu Shots                                   | 14,625  |
| Wellness Program                            | 25,000  |
| Wellness Incentive                          | 21,000  |
| Research Fees (ACA-PCORI Fee)               | 3,000   |
| Electronic Benefits Platform (ACA included) | 65,000  |
| TOTAL                                       | 153,897 |

CONTRACTUAL (30-40) FY 18-19

|                     |        |
|---------------------|--------|
| Gallagher Agreement | 55,500 |
| TOTAL               | 55,500 |

CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL

|           |       |
|-----------|-------|
| Computers | 1,000 |
| TOTAL     | 1,000 |

# Enterprise Funds

# City of Midwest City, Oklahoma

## Enterprise

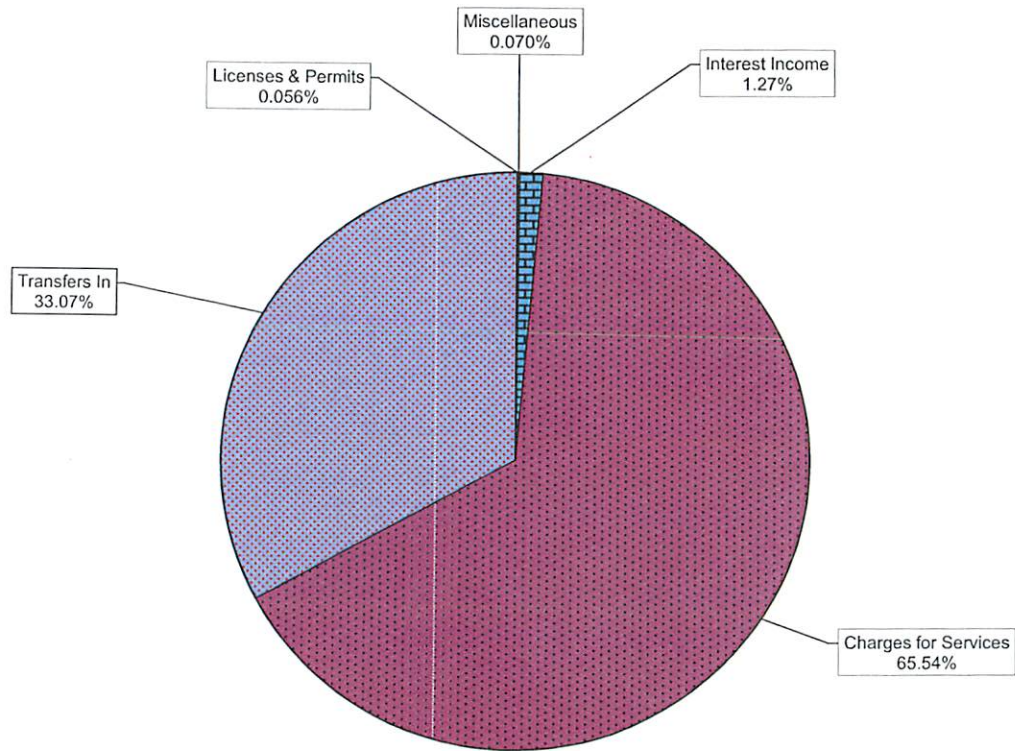
| <u>*Number</u> | <u>Index Description</u>                 | <u>Page Number</u> |
|----------------|------------------------------------------|--------------------|
|                | Budget Summary                           | 223                |
|                | Budget Charts                            | 224                |
|                | Expense Category Summary                 | 226                |
|                | Fund Balance Summary                     | 227                |
|                | <b>Individual Funds:</b>                 |                    |
| 190            | Sanitation                               | 231                |
| 191            | Water                                    | 234                |
| 192            | Wastewater                               | 239                |
| 193            | MWC Utilities Authority                  | 243                |
| 195            | Hotel/Conference Center                  | 244                |
| 196            | FF&E Reserve for Hotel/Conference Center | 247                |
| 197            | Golf                                     | 248                |
| 017            | Mobile Home Park                         | 252                |
| 050            | Drainage Tax                             | 253                |
| 060            | Capital Drainage                         | 254                |
| 061            | Storm Water Quality                      | 257                |
| 172            | Capital Water Improvement                | 260                |
| 178            | Construction Loan Payment                | 261                |
| 184            | Sewer Backup                             | 262                |
| 186            | Sewer Construction                       | 263                |
| 187            | Utility Services                         | 264                |
| 188            | Capital Sewer                            | 268                |
| 189            | Utilities Capital Outlay                 | 269                |
| 230            | Customer Deposits                        | 271                |
| 250            | Capital Improvement Revenue Bond         | 272                |
| 353            | Economic Development Authority           | 273                |

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

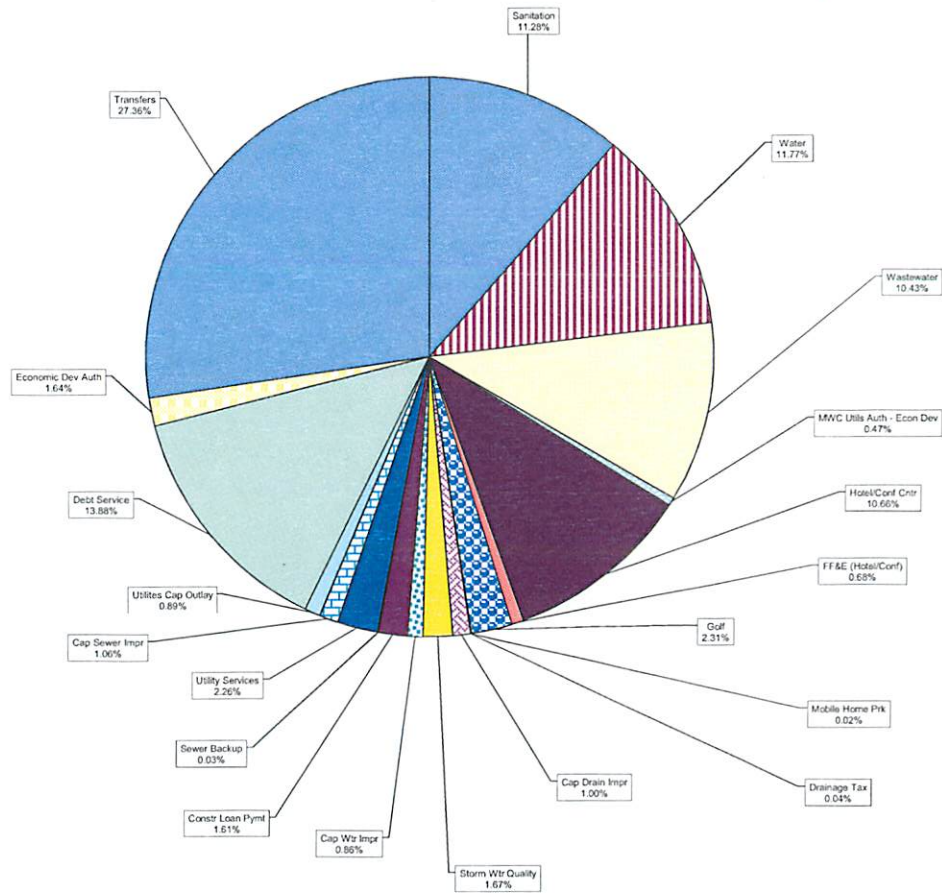
**ENTERPRISE FUND BUDGET SUMMARY - FISCAL YEAR 2018-2019**

|                                      | PRIOR YEAR<br>ACTUAL<br>FY 16-17 | CURRENT YEAR<br>BUDGET AS AMENDED<br>FY 17-18 | CURRENT YEAR<br>ACTUAL (Est.)<br>FY 17-18 | BUDGET YEAR<br>FINAL<br>FY 18-19 |
|--------------------------------------|----------------------------------|-----------------------------------------------|-------------------------------------------|----------------------------------|
| <b>ESTIMATED REVENUE:</b>            |                                  |                                               |                                           |                                  |
| Licenses & Permits                   | 20,910                           | 25,304                                        | 25,511                                    | 26,425                           |
| Miscellaneous                        | 159,167                          | 113,310                                       | 188,762                                   | 33,070                           |
| Interest Income                      | 303,786                          | 329,766                                       | 363,800                                   | 599,279                          |
| Other Revenue                        | -                                | -                                             | -                                         | -                                |
| Charges for Services                 | 28,566,248                       | 28,973,292                                    | 29,573,659                                | 30,922,232                       |
| Proceeds from Loans/Bonds/Bond Prens | -                                | -                                             | -                                         | -                                |
| Transfers In                         | 17,053,844                       | 15,974,838                                    | 15,903,977                                | 15,600,621                       |
| <b>TOTAL REVENUE</b>                 | <b>46,103,955</b>                | <b>45,466,344</b>                             | <b>46,105,543</b>                         | <b>47,181,627</b>                |
| Use / (Gain) of Fund Balance         | (1,738,980)                      | 5,600,092                                     | 3,292,851                                 | (335,992)                        |
| <b>TOTAL RESOURCES</b>               | <b>44,364,975</b>                | <b>51,066,436</b>                             | <b>49,398,394</b>                         | <b>46,845,635</b>                |
| <b>PROPOSED EXPENSES:</b>            |                                  |                                               |                                           |                                  |
| Sanitation                           | 4,597,482                        | 5,732,867                                     | 5,628,963                                 | 5,282,377                        |
| Water                                | 4,732,713                        | 5,500,035                                     | 4,870,414                                 | 5,512,847                        |
| Wastewater                           | 4,446,324                        | 5,035,573                                     | 4,778,050                                 | 4,888,300                        |
| MWC Utils Auth - Economic Dev        | 261,616                          | 614,815                                       | 614,815                                   | 220,200                          |
| Hotel/Conference Center              | 5,075,448                        | 5,010,735                                     | 4,879,141                                 | 4,992,212                        |
| FF&E (Hotel/Conf Cntr)               | 407,062                          | 617,568                                       | 617,568                                   | 319,840                          |
| Golf                                 | 1,127,915                        | 1,154,646                                     | 1,104,298                                 | 1,082,842                        |
| Mobile Home Park                     | 8,354                            | 76,381                                        | 76,381                                    | 10,000                           |
| Drainage Tax                         | 121,859                          | 63,666                                        | 48,340                                    | 17,042                           |
| Capital Drainage Improvements        | 450,851                          | 509,731                                       | 491,157                                   | 469,689                          |
| Storm Water Quality                  | 691,011                          | 1,168,492                                     | 1,085,314                                 | 783,028                          |
| Capital Water Improvements           | 137,439                          | 841,774                                       | 841,370                                   | 403,000                          |
| Construction Loan Payment            | 627,242                          | 2,408,141                                     | 2,408,141                                 | 754,500                          |
| Sewer Backup                         | 2,725                            | 15,500                                        | 8,245                                     | 15,000                           |
| Sewer Construction                   | 142,784                          | 83,521                                        | 83,521                                    | 30,000                           |
| Utility Services                     | 937,642                          | 1,029,183                                     | 996,861                                   | 1,060,609                        |
| Capital Sewer Improvements           | 180,505                          | 333,325                                       | 332,828                                   | 495,800                          |
| Utilites Capital Outlay              | 794,698                          | 917,750                                       | 667,750                                   | 417,958                          |
| Debt Service                         | 6,509,763                        | 6,516,788                                     | 6,516,788                                 | 6,501,537                        |
| Economic Development Authority       | -                                | -                                             | -                                         | 769,970                          |
| Transfers                            | 13,111,542                       | 13,435,945                                    | 13,348,449                                | 12,818,884                       |
| <b>TOTAL EXPENSES</b>                | <b>44,364,975</b>                | <b>51,066,436</b>                             | <b>49,398,394</b>                         | <b>46,845,635</b>                |
| <b>RESERVE OF FUND BALANCE</b>       |                                  |                                               |                                           | <b>2,327,703</b>                 |

**ESTIMATED REVENUES ENTERPRISE FUND**  
FY 2018-2019  
Total \$47,181,627



**ESTIMATED EXPENSES ENTERPRISE FUND**  
**FY 2018-2019**  
**Total \$46,845,635**



**BUDGET SUMMARY BY DEPARTMENT & CATEGORY - FISCAL YEAR 2018-2019 - EXPENDITURES**

| Fund Number               | Fund Description         | Personal Services | Benefits         | Materials & Supplies | Other Services & Charges | Capital Outlay   | Transfers & Reimbs | Debt Service     | Department Request |
|---------------------------|--------------------------|-------------------|------------------|----------------------|--------------------------|------------------|--------------------|------------------|--------------------|
| 190                       | Sanitation               | 898,258           | 421,187          | 946,798              | 2,427,674                | 588,460          | 1,220,936          | -                | 6,503,313          |
| 191                       | Water                    | 1,621,239         | 738,277          | 912,944              | 1,837,337                | 403,050          | 966,417            | -                | 6,479,265          |
| 192                       | Sewer                    | 2,157,291         | 921,462          | 612,722              | 1,168,875                | 27,950           | 772,099            | -                | 5,660,399          |
| 193                       | Utilities                | -                 | -                | -                    | 20,200                   | 200,000          | -                  | -                | 220,200            |
| 195                       | Hotel/Conference Cntr    | 1,863,232         | 379,983          | 1,359,024            | 1,389,973                | -                | 210,828            | -                | 5,203,039          |
| 196                       | Hotel/Conf Cntr FF&E     | -                 | -                | 10,000               | 20,000                   | 289,840          | -                  | -                | 319,840            |
| 197                       | Golf                     | 548,444           | 187,539          | 237,728              | 79,131                   | 30,000           | -                  | -                | 1,082,842          |
| 17                        | Mobile Home Park         | -                 | -                | -                    | 10,000                   | -                | -                  | -                | 10,000             |
| 50                        | Drainage Tax             | -                 | -                | -                    | -                        | 17,042           | -                  | -                | 17,042             |
| 60                        | Capital Drainage         | 203,673           | 93,104           | 82,953               | 49,959                   | 40,000           | -                  | -                | 469,689            |
| 61                        | Storm Water Quality      | 311,288           | 149,278          | 76,208               | 195,154                  | 51,100           | 41,907             | -                | 824,935            |
| 172                       | Capital Water Imp.       | -                 | -                | -                    | 3,000                    | 400,000          | -                  | -                | 403,000            |
| 178                       | Construction Loan Pymt   | -                 | -                | -                    | 4,500                    | 750,000          | -                  | -                | 754,500            |
| 184                       | Sewer Backup             | -                 | -                | -                    | 15,000                   | -                | -                  | -                | 15,000             |
| 186                       | Sewer Construction       | -                 | -                | -                    | -                        | 30,000           | 1,249,006          | -                | 1,279,006          |
| 187                       | Utility Services         | 578,503           | 242,412          | 37,520               | 192,354                  | 9,820            | -                  | -                | 1,060,609          |
| 188                       | Capital Sewer            | -                 | -                | -                    | 52,300                   | 443,500          | -                  | -                | 495,800            |
| 189                       | Utilities Capital Outlay | -                 | -                | -                    | 250,000                  | -                | -                  | 167,958          | 417,958            |
| 230                       | Customer Deposits        | -                 | -                | -                    | -                        | -                | 26,592             | -                | 26,592             |
| 250                       | Debt Service             | -                 | -                | -                    | -                        | -                | 8,205,787          | 6,501,537        | 14,707,324         |
| 353                       | Economic Dev Auth        | 63,905            | 29,265           | -                    | 426,800                  | 250,000          | 125,312            | -                | 895,282            |
| <b>TOTAL EXPENDITURES</b> |                          | <b>8,245,833</b>  | <b>3,162,507</b> | <b>4,275,897</b>     | <b>8,142,257</b>         | <b>3,530,762</b> | <b>12,818,884</b>  | <b>6,669,495</b> | <b>46,845,635</b>  |

**ENTERPRISE FUND BUDGET SUMMARY - FISCAL YEAR 2018-19**

|                                          | PRIOR YEAR<br>ACTUAL<br>FY 16-17 | CURRENT YEAR<br>BUDGET<br>FY 17-18 | CURRENT YEAR<br>ACTUAL (Est.)<br>FY 17-18 | BUDGET YEAR<br>FINAL<br>FY 18-19 |
|------------------------------------------|----------------------------------|------------------------------------|-------------------------------------------|----------------------------------|
| Sanitation (190) - Revenues              | 5,907,364                        | 6,020,209                          | 6,162,541                                 | 6,299,323                        |
| Sanitation (190) - Expenses              | (5,781,676)                      | (7,103,803)                        | (6,999,899)                               | (6,503,313)                      |
| <b>TOTAL USE OF FUND BALANCE:</b>        | <b>125,688</b>                   | <b>(1,083,594)</b>                 | <b>(837,358)</b>                          | <b>(203,990)</b>                 |
| Water (191) - Revenues                   | 6,254,517                        | 6,154,951                          | 6,298,865                                 | 6,347,049                        |
| Water (191) - Expenses                   | (5,585,933)                      | (6,398,495)                        | (5,768,874)                               | (6,479,265)                      |
| <b>TOTAL USE OF FUND BALANCE:</b>        | <b>668,584</b>                   | <b>(243,544)</b>                   | <b>529,991</b>                            | <b>(132,216)</b>                 |
| Sewer (192) - Revenues                   | 5,336,760                        | 5,533,015                          | 5,483,695                                 | 5,502,159                        |
| Sewer (192) - Expenses                   | (5,218,423)                      | (5,957,672)                        | (5,700,149)                               | (5,660,399)                      |
| <b>TOTAL USE OF FUND BALANCE:</b>        | <b>118,337</b>                   | <b>(424,657)</b>                   | <b>(216,454)</b>                          | <b>(158,240)</b>                 |
| MWC Utilities Authority (193) - Revenues | 217,966                          | 16,100                             | 16,759                                    | 17,146                           |
| MWC Utilities Authority (193) - Expenses | (261,616)                        | (614,815)                          | (614,815)                                 | (220,200)                        |
| <b>TOTAL USE OF FUND BALANCE:</b>        | <b>(43,650)</b>                  | <b>(598,715)</b>                   | <b>(598,056)</b>                          | <b>(203,054)</b>                 |
| Reed Center/Hotel (195) - Revenues       | 6,051,249                        | 5,326,460                          | 5,171,413                                 | 5,270,689                        |
| Reed Center/Hotel (195) - Expenses       | (5,287,882)                      | (5,223,793)                        | (5,085,998)                               | (5,203,039)                      |
| <b>TOTAL USE OF FUND BALANCE:</b>        | <b>763,367</b>                   | <b>102,667</b>                     | <b>85,415</b>                             | <b>67,650</b>                    |
| FF&E Reserve (196) - Revenues            | 222,434                          | 213,058                            | 206,857                                   | 210,828                          |
| FF&E Reserve (196) - Expenses            | (407,062)                        | (617,568)                          | (617,568)                                 | (319,840)                        |
| <b>TOTAL USE OF FUND BALANCE:</b>        | <b>(184,628)</b>                 | <b>(404,510)</b>                   | <b>(410,711)</b>                          | <b>(109,012)</b>                 |



**ENTERPRISE FUND BUDGET SUMMARY - FISCAL YEAR 2018-19**

|                                      | PRIOR YEAR<br>ACTUAL<br>FY 16-17 | CURRENT YEAR<br>BUDGET<br>FY 17-18 | CURRENT YEAR<br>ACTUAL (Est.)<br>FY 17-18 | BUDGET YEAR<br>FINAL<br>FY 18-19 |
|--------------------------------------|----------------------------------|------------------------------------|-------------------------------------------|----------------------------------|
| Golf (197) - Revenues                | 1,083,429                        | 1,169,481                          | 1,045,861                                 | 1,124,083                        |
| Golf (197) - Expenses                | (1,127,915)                      | (1,154,646)                        | (1,104,298)                               | (1,082,842)                      |
| <b>TOTAL USE OF FUND BALANCE:</b>    | <b>(44,486)</b>                  | <b>14,835</b>                      | <b>(58,437)</b>                           | <b>41,241</b>                    |
| Mobile Home Park (017) - Revenues    | 124,350                          | 141,444                            | 141,444                                   | 10,000                           |
| Mobile Home Park (017) -Expenditures | (8,354)                          | (76,381)                           | (76,381)                                  | (10,000)                         |
| <b>TOTAL USE OF FUND BALANCE:</b>    | <b>115,996</b>                   | <b>65,063</b>                      | <b>65,063</b>                             | <b>-</b>                         |
| Drainage Tax (050) - Revenues        | 3,147                            | 2,144                              | 1,951                                     | 1,978                            |
| Drainage Tax (050) - Expenses        | (121,859)                        | (63,666)                           | (48,340)                                  | (17,042)                         |
| <b>TOTAL USE OF FUND BALANCE:</b>    | <b>(118,712)</b>                 | <b>(61,522)</b>                    | <b>(46,389)</b>                           | <b>(15,064)</b>                  |
| Capital Drainage (060) - Revenues    | 460,285                          | 453,702                            | 457,015                                   | 456,664                          |
| Capital Drainage (060) - Expenses    | (450,851)                        | (509,731)                          | (491,157)                                 | (469,689)                        |
| <b>TOTAL USE OF FUND BALANCE:</b>    | <b>9,434</b>                     | <b>(56,029)</b>                    | <b>(34,142)</b>                           | <b>(13,025)</b>                  |
| Stormwater Quality (061) - Revenues  | 758,061                          | 759,952                            | 762,445                                   | 766,719                          |
| Stormwater Quality (061) - Expenses  | (732,918)                        | (1,235,400)                        | (1,152,222)                               | (824,935)                        |
| <b>TOTAL USE OF FUND BALANCE:</b>    | <b>25,143</b>                    | <b>(475,448)</b>                   | <b>(389,777)</b>                          | <b>(58,216)</b>                  |
| Capital Water Imp (172) - Revenues   | 456,115                          | 496,960                            | 513,892                                   | 461,017                          |
| Capital Water Imp (172) - Expenses   | (487,439)                        | (935,591)                          | (935,187)                                 | (403,000)                        |
| <b>TOTAL USE OF FUND BALANCE:</b>    | <b>(31,324)</b>                  | <b>(438,631)</b>                   | <b>(421,295)</b>                          | <b>58,017</b>                    |

**ENTERPRISE FUND BUDGET SUMMARY - FISCAL YEAR 2018-19**

|                                           | PRIOR YEAR<br>ACTUAL<br>FY 16-17 | CURRENT YEAR<br>BUDGET<br>FY 17-18 | CURRENT YEAR<br>ACTUAL (Est.)<br>FY 17-18 | BUDGET YEAR<br>FINAL<br>FY 18-19 |
|-------------------------------------------|----------------------------------|------------------------------------|-------------------------------------------|----------------------------------|
| Construction Loan Pmt (178) - Revenues    | 729,824                          | 713,408                            | 740,851                                   | 740,810                          |
| Construction Loan Pmt (178) - Expenses    | (627,242)                        | (2,408,141)                        | (2,408,141)                               | (754,500)                        |
| <b>TOTAL USE OF FUND BALANCE:</b>         | <b>102,582</b>                   | <b>(1,694,733)</b>                 | <b>(1,667,290)</b>                        | <b>(13,690)</b>                  |
| Sewer Backup (184) - Revenues             | 1,481                            | 1,268                              | 1,475                                     | 1,508                            |
| Sewer Backup (184) - Expenses             | (2,725)                          | (15,500)                           | (8,245)                                   | (15,000)                         |
| <b>TOTAL USE OF FUND BALANCE:</b>         | <b>(1,244)</b>                   | <b>(14,232)</b>                    | <b>(6,770)</b>                            | <b>(13,492)</b>                  |
| Sewer Construction (186) - Revenues       | 1,464,915                        | 1,431,152                          | 1,447,632                                 | 1,419,838                        |
| Sewer Construction (186) - Expenses       | (1,440,073)                      | (1,365,850)                        | (1,332,663)                               | (1,279,006)                      |
| <b>TOTAL USE OF FUND BALANCE:</b>         | <b>24,842</b>                    | <b>65,302</b>                      | <b>114,969</b>                            | <b>140,832</b>                   |
| Utility Services (187) - Revenues         | 1,192,206                        | 1,082,048                          | 1,187,765                                 | 1,080,408                        |
| Utility Services (187) - Expenses         | (1,105,600)                      | (1,310,759)                        | (1,278,437)                               | (1,060,609)                      |
| <b>TOTAL USE OF FUND BALANCE:</b>         | <b>86,606</b>                    | <b>(228,711)</b>                   | <b>(90,672)</b>                           | <b>19,799</b>                    |
| Capital Sewer (188) - Revenues            | 398,306                          | 406,421                            | 414,914                                   | 412,653                          |
| Capital Sewer (188) - Expenses            | (320,505)                        | (383,325)                          | (382,828)                                 | (495,800)                        |
| <b>TOTAL USE OF FUND BALANCE:</b>         | <b>77,801</b>                    | <b>23,096</b>                      | <b>32,086</b>                             | <b>(83,147)</b>                  |
| Utilities Capital Outlay (189) - Revenues | 825,534                          | 759,330                            | 774,380                                   | 906,958                          |
| Utilities Capital Outlay (189) - Expenses | (794,698)                        | (917,750)                          | (667,750)                                 | (417,958)                        |

**ENTERPRISE FUND BUDGET SUMMARY - FISCAL YEAR 2018-19**

|                                    | PRIOR YEAR<br>ACTUAL<br>FY 16-17 | CURRENT YEAR<br>BUDGET<br>FY 17-18 | CURRENT YEAR<br>ACTUAL (Est.)<br>FY 17-18 | BUDGET YEAR<br>FINAL<br>FY 18-19 |
|------------------------------------|----------------------------------|------------------------------------|-------------------------------------------|----------------------------------|
| <b>TOTAL USE OF FUND BALANCE:</b>  | 30,836                           | (158,420)                          | 106,630                                   | 489,000                          |
| Customer Deposits (230) - Revenues | 25,883                           | 32,221                             | 26,127                                    | 26,592                           |
| Customer Deposits (230) - Expenses | (25,883)                         | (32,221)                           | (26,127)                                  | (26,592)                         |
| <b>TOTAL USE OF FUND BALANCE:</b>  | -                                | -                                  | -                                         | -                                |
| Debt Service (250) - Revenues      | 14,590,129                       | 14,753,020                         | 14,697,578                                | 14,733,748                       |
| Debt Service (250) - Expenses      | (14,576,321)                     | (14,741,329)                       | (14,699,315)                              | (14,707,324)                     |
| <b>TOTAL USE OF FUND BALANCE:</b>  | 13,808                           | 11,691                             | (1,737)                                   | 26,424                           |
| Economic Dev Auth (353) - Revenues | -                                | -                                  | 552,083                                   | 1,391,457                        |
| Economic Dev Auth (353) - Expenses | -                                | -                                  | -                                         | (895,282)                        |
| <b>TOTAL USE OF FUND BALANCE:</b>  | -                                | -                                  | 552,083                                   | 496,175                          |

**FUND: ENTERPRISE - SANITATION (190)**  
**DEPARTMENT: SANITATION (41)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**

| EXPENDITURES         | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| PERSONAL SERVICES    | 757,584             | 836,824                        | 833,325                          | 898,258             |
| BENEFITS             | 376,613             | 400,069                        | 386,993                          | 421,187             |
| MATERIALS & SUPPLIES | 772,288             | 856,531                        | 807,339                          | 946,798             |
| OTHER SERVICES       | 2,035,971           | 2,201,381                      | 2,163,244                        | 2,427,674           |
| CAPITAL OUTLAY       | 655,026             | 1,438,062                      | 1,438,062                        | 588,460             |
| TRANSFERS OUT        | 1,184,194           | 1,370,936                      | 1,370,936                        | 1,220,936           |
| <b>TOTAL</b>         | <b>5,781,676</b>    | <b>7,103,803</b>               | <b>6,999,899</b>                 | <b>6,503,313</b>    |

| REVENUES             | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| INTERGOVERNMENTAL    | -                   | 49,834                         | 49,834                           | -                   |
| CHARGES FOR SERVICES | 5,848,206           | 5,906,024                      | 6,045,419                        | 6,240,526           |
| INTEREST             | 37,697              | 38,455                         | 34,664                           | 36,937              |
| MISCELLANEOUS        | 18,602              | 22,114                         | 28,842                           | 21,860              |
| TRANSFERS IN         | 2,859               | 3,782                          | 3,782                            | -                   |
| <b>TOTAL</b>         | <b>5,907,364</b>    | <b>6,020,209</b>               | <b>6,162,541</b>                 | <b>6,299,323</b>    |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES  | EXPENSES  | FUND<br>BALANCE |
|----------------------------|---------------------|-----------|-----------|-----------------|
| 6/30/2015                  | 2,166,341           | 5,773,836 | 5,869,183 | 2,070,994       |
| 6/30/2016                  | 2,070,994           | 5,907,364 | 5,781,676 | 2,196,682       |
| 6/30/2017                  | 2,196,682           | 6,162,541 | 6,999,899 | 1,359,324       |
| 6/30/2018                  | 1,359,324           | 6,299,323 | 6,503,313 | 1,155,334       |

Excludes Capital Outlay & Transfers Out  
(234,696) 5% Reserve  
920,638

**FINAL BUDGET 2018-2019**

| PERSONAL SERVICES              |                |
|--------------------------------|----------------|
| 10-01 SALARIES                 | 765,046        |
| 10-02 WAGES                    | 4,320          |
| 10-03 OVERTIME                 | 65,000         |
| 10-07 ALLOWANCES               | 3,760          |
| 10-10 LONGEVITY                | 24,846         |
| 10-11 SL BUYBACK               | 2,904          |
| 10-12 VL BUYBACK               | 1,939          |
| 10-13 PDO BUYBACK              | 3,552          |
| 10-14 SICK LEAVE INCENTIVE     | 8,600          |
| 10-18 SEPARATION PAY           | 15,479         |
| 10-95 1X SALARY ADJUSTMENT     | 2,812          |
| <b>TOTAL PERSONAL SERVICES</b> | <b>898,258</b> |

| BENEFITS                        |                |
|---------------------------------|----------------|
| 15-01 SOCIAL SECURITY           | 68,717         |
| 15-02 EMPLOYEES' RETIREMENT     | 125,151        |
| 15-03 GROUP INSURANCE           | 158,704        |
| 15-04 WORKERS COMP INSURANCE    | 10,412         |
| 15-06 TRAVEL & SCHOOL           | 11,262         |
| 15-07 UNIFORMS                  | 8,860          |
| 15-13 LIFE                      | 2,673          |
| 15-14 DENTAL                    | 17,512         |
| 15-20 OVERHEAD HEALTH CARE COST | 5,346          |
| 15-98 RETIREE INSURANCE         | 12,550         |
| <b>TOTAL BENEFITS</b>           | <b>421,187</b> |

| MATERIALS & SUPPLIES                                  |                |
|-------------------------------------------------------|----------------|
| 20-34 MAINTENANCE OF EQUIPMENT                        | 42,000         |
| 20-35 SMALL TOOLS & EQUIP                             | 3,000          |
| 20-41 SUPPLIES                                        | 36,500         |
| 20-49 CHEMICALS                                       | 5,500          |
| 20-63 FLEET FUEL                                      | 197,569        |
| 20-64 FLEET PARTS                                     | 413,105        |
| 20-65 FLEET LABOR                                     | 249,124        |
| <b>6/30/2019 - EST TOTAL MATERIALS &amp; SUPPLIES</b> | <b>946,798</b> |

(CONTINUED)

**FUND: ENTERPRISE - SANITATION (190)**  
**DEPARTMENT: SANITATION (41)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
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| PERMANENT STAFFING       | FY 18-19 | FY 17-18 |
|--------------------------|----------|----------|
| Sanitation Manager       | 0.5      | 0.5      |
| Residential Route Coord. | 1        | 1        |
| Commercial Route Coord.  | 1        | 1        |
| Route Serviceperson      | 8        | 8        |
| Laborer                  | 1        | 1        |
| Equipment Operator II    | 5        | 5        |

**TOTAL** 16.5 16.5

| PART TIME | FY 18-19 | FY 17-18 |
|-----------|----------|----------|
| Interns   | 2        | 2        |

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  
 2018-19 - 16.5

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                           |                  |
|---------------------------|------------------|
| Pup Truck w/CNG           | 112,427          |
| Autom Side Loader w/CNG   | 335,000          |
| Front Loader w/CNG        | 298,075          |
| Automated Side Loader CNG | 340,000          |
| 30 4-Yd Dumpsters         | 1,428            |
| 50 6-Yd Dumpsters         | 8,000            |
| 50 8-Yd Dumpsters         | 4,040            |
| AVL for all trucks        | 11,584           |
| AVL interface             | 9,500            |
| (25) 8-Yd Dumpsters       | 28,700           |
| (20) 6-Yd Dumpsters       | 19,600           |
| (15) 4-YD Dumpsters       | 10,170           |
| (250) Polycarts           | 17,338           |
| Rebuild Dumpsters         | 70,000           |
| HD Video Camera           | 2,000            |
| 95 Gallon Polycarts       | 12,900           |
| Rebuild Dumpsters         | 133,100          |
| HD Video Camera           | 2,000            |
| Remodel Sanit Area @ PWA  | 15,000           |
| Replace 1 computer        | 1,200            |
| ESRI Geoevent             | 3,000            |
| ESRI Geoevent             | 3,000            |
| <b>TOTAL</b>              | <b>1,438,062</b> |

| <b>OTHER SERVICES &amp; CHARGES</b>       |                  |
|-------------------------------------------|------------------|
| 30-01 UTILITIES & COMMUNICATIONS          | 6,921            |
| 30-21 SURPLUS PROPERTY                    | 8,396            |
| 30-22 PWA REMIBURSEMENT                   | 264,431          |
| 30-23 UPKEEP REAL PROPERTY                | 7,000            |
| 30-40 CONTRACTUAL                         | 1,899,894        |
| 30-41 CONTRACT LABOR                      | 140,000          |
| 30-43 HARDWARE/SOFTWARE MAINTENANCE       | 350              |
| 30-49 CREDIT CARD FEES                    | 29,427           |
| 30-72 MEMBERSHIPS & SUBSCRIPTIONS         | 600              |
| 30-85 INSURANCE/FIRE, THEFT, LIAB         | 66,658           |
| 30-86 AUDIT                               | 3,997            |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>2,427,674</b> |

| <b>CAPITAL OUTLAY</b>       |                |
|-----------------------------|----------------|
| 40-01 VEHICLES              | 455,000        |
| 40-02 EQUIPMENT             | 130,160        |
| 40-49 COMPUTERS HARDWARE    | 3,300          |
| <b>TOTAL CAPITAL OUTLAY</b> | <b>588,460</b> |

| <b>TRANSFER TO OTHER FUNDS</b>                      |                  |
|-----------------------------------------------------|------------------|
| 80-33 GENERAL FUND                                  | 763,936          |
| 80-89 UTILITY CAPITAL OUTLAY (189) Transfer Station | 457,000          |
| <b>TOTAL TRANSFER TO OTHER FUNDS</b>                | <b>1,220,936</b> |

**TOTAL DEPARTMENT REQUEST** 6,503,313

**CAPITAL OUTLAY FY 18-19**

|                                           |                |
|-------------------------------------------|----------------|
| CNG Station Compressor - 1st Year Funding | 125,000        |
| Ipad                                      | 450            |
| Rear Load Solid Waste Truck               | 100,000        |
| Automated Sid-Loading Truck w/CNG         | 355,000        |
| Desktop Computers                         | 2,400          |
| Ipad                                      | 450            |
| (100) 95-Gallon Polycarts                 | 5,160          |
| <b>TOTAL</b>                              | <b>588,460</b> |

**CONTRACTUAL (30-40) FY 18-19**

|                                       |                  |
|---------------------------------------|------------------|
| Allied Waste (Compactors & Roll-Offs) | 257,000          |
| Republic Services (Recycling)         | 853,158          |
| Southeast Landfill Tipping Fees       | 588,203          |
| East Oak Landfill Tipping Fees        | 195,300          |
| AVL Communication Fee                 | 4,070            |
| Unifirst (Mats & Rags)                | 2,164            |
| <b>TOTAL</b>                          | <b>1,899,894</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 2017-18, 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 filled as of November 2017. 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.

**2018-2019 Goals and Objectives:**

1. Digitize and optimize all 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**  
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| PERMANENT STAFFING          | FY 18-19     | FY 17-18     |
|-----------------------------|--------------|--------------|
| Inv. Con. Technician        | 0.5          | 0.5          |
| Supply Supervisor           | 0.5          | 0.5          |
| 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          | 6.5          |
| Line Maintenance Supervisor | 0.5          | 0.5          |
| GIS Coordinator             | 0.16         | 0.16         |
| Project Foreman             | 1            | 1            |
| <b>TOTAL</b>                | <b>32.16</b> | <b>32.16</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  
2018-19 - 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 through 19-20**

|                                                                                                                          |
|--------------------------------------------------------------------------------------------------------------------------|
| 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)                                      |
| Base rate increases \$.50 for Residential & Commercial Customers each successive year through 2020.                      |
| Increase of \$.05 per 1,000 on consumption above base rate each year through 2020.                                       |

| <b>BENEFITS (4230 - LINE MAINTENANCE CREW)</b> |                |
|------------------------------------------------|----------------|
| 15-01 SOCIAL SECURITY                          | 45,968         |
| 15-02 EMPLOYEE'S RETIREMENT                    | 84,125         |
| 15-03 GROUP INSURANCE                          | 78,280         |
| 15-04 WORKERS COMP INSURANCE                   | 7,115          |
| 15-06 TRAVEL & SCHOOL                          | 4,500          |
| 15-07 UNIFORMS                                 | 6,840          |
| 15-13 LIFE                                     | 2,268          |
| 15-14 DENTAL                                   | 7,290          |
| 15-20 OVERHEAD HEALTH CARE COST                | 4,536          |
| <b>TOTAL BENEFITS - LINE MAINTENANCE CREW</b>  | <b>240,923</b> |

**TOTAL BENEFITS** 738,277

| <b>MATERIALS &amp; SUPPLIES (4210 - WATER)</b> |                |
|------------------------------------------------|----------------|
| 20-34 MAINTENANCE OF EQUIPMENT                 | 50,000         |
| 20-35 SMALL TOOLS & EQUIPMENT                  | 20,950         |
| 20-41 SUPPLIES                                 | 35,000         |
| 20-45 FUEL & LUBRICANTS                        | 1,000          |
| 20-49 CHEMICALS                                | 535,532        |
| 20-63 FLEET FUEL                               | 38,549         |
| 20-64 FLEET PARTS                              | 46,124         |
| 20-65 FLEET LABOR                              | 30,589         |
| <b>TOTAL MATERIALS &amp; SUPPLIES - WATER</b>  | <b>757,744</b> |

| <b>MATERIALS &amp; SUPPLIES (4230 - LINE MAINTENANCE CREW)</b> |                |
|----------------------------------------------------------------|----------------|
| 20-34 MAINTENANCE OF EQUIPMENT                                 | 4,000          |
| 20-35 SMALL TOOLS & EQUIPMENT                                  | 34,200         |
| 20-41 SUPPLIES                                                 | 117,000        |
| <b>TOTAL MATERIALS &amp; SUPPLIES - LINE MAINTENANCE CREW</b>  | <b>155,200</b> |

**TOTAL MATERIALS & SUPPLIES** 912,944

(CONTINUED)



FUND: ENTERPRISE - WATER (191)  
DEPARTMENT: UTILITIES - WATER (42)  
DEPARTMENT HEAD: VAUGHN SULLIVAN  
PAGE THREE

**CAPITAL OUTLAY FY 18-19 (4210 - WATER)**

|                                         |                |
|-----------------------------------------|----------------|
| Desktop Computer                        | 1,200          |
| Variable Frequency Pump Drives          | 18,000         |
| Variable Frequency Well Motor Drives    | 7,600          |
| 1/2 Ton Pickup                          | 27,250         |
| Turbine Pump for West Pond              | 11,000         |
| Ice Machine for Water Plant/Lab         | 3,400          |
| LED Light Fixtures                      | 5,900          |
| 1 Ton Truck w/Crane                     | 66,500         |
| Submersible Well Pump for Wells 15 & 22 | 28,000         |
| <b>TOTAL</b>                            | <b>168,850</b> |

**CAPITAL OUTLAY FY 18-19 (4230 - LINE MAINTENANCE CREW)**

|                                    |                |
|------------------------------------|----------------|
| (3) Ipads                          | 3,000          |
| Dual Axle Dump Truck (1/2 Funding) | 75,000         |
| Medium Duty Truck                  | 85,000         |
| Electronic Locator Unit            | 6,200          |
| Water Meters                       | 65,000         |
| <b>TOTAL</b>                       | <b>234,200</b> |

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                         |                |
|-------------------------|----------------|
| Turbidity Meter         | 6,500          |
| Refurb Turbine Pump 5   | 30,000         |
| Refurb Turbine Pump 4   | 30,000         |
| Submersible Pump        | 14,000         |
| Air Wash Blower         | 8,500          |
| Turbidity Meter         | 6,000          |
| Subm Sludge Pump        | 17,500         |
| Fire Hydrants           | 20,000         |
| Water Meters & Hardware | 29,130         |
| Computers               | 4,000          |
| 2 Desktop Computers     | 2,000          |
| Document Imaging Systes | 1,622          |
| Ring Saw                | 4,200          |
| Fire Hydrants           | 30,000         |
| Water Meters & Hardware | 65,000         |
| 2 Ipads                 | 2,000          |
| <b>TOTAL</b>            | <b>270,452</b> |

**OTHER SERVICES & CHARGES (4210 - WATER)**

|                                                   |                  |
|---------------------------------------------------|------------------|
| 30-01 UTILITIES & COMMUNICATIONS                  | 194,453          |
| 30-21 SURPLUS PROPERTY                            | 1,116            |
| 30-22 PWA REIMBURSEMENT                           | 254,081          |
| 30-23 UPKEEP REAL PROPERTY                        | 3,500            |
| 30-40 CONTRACTUAL                                 | 1,253,144        |
| 30-43 HARDWARE/SOFTWARE MAINT                     | 450              |
| 30-49 CREDIT CARD FEES                            | 35,830           |
| 30-54 VEHICLE ACCIDENT INSURANCE                  | 500              |
| 30-72 MEMBERSHIPS & SUBSCRIPTIONS                 | 500              |
| 30-85 INSURANCE                                   | 61,420           |
| 30-86 AUDIT                                       | 2,666            |
| <b>TOTAL OTHER SERVICES &amp; CHARGES - WATER</b> | <b>1,807,660</b> |

**OTHER SERVICES & CHARGES (4230 - LINE MAINTENANCE CREW)**

|                                                                   |               |
|-------------------------------------------------------------------|---------------|
| 30-23 UPKEEP REAL PROPERTY                                        | 3,500         |
| 30-40 CONTRACTUAL                                                 | 4,000         |
| 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         |
| 30-85 INSURANCE/FIRE,THEFT,LIAB                                   | 4,061         |
| 30-86 AUDIT                                                       | 2,666         |
| <b>TOTAL OTHER SERVICES &amp; CHARGES - LINE MAINTENANCE CREW</b> | <b>29,677</b> |

**TOTAL OTHER SERVICES & CHARGES**

**1,837,337**

**CAPITAL OUTLAY (4210 - WATER)**

|                                     |                |
|-------------------------------------|----------------|
| 40-01 VEHICLES                      | 93,750         |
| 40-02 EQUIPMENT                     | 68,000         |
| 40-14 REMODEL                       | 5,900          |
| 40-49 COMPUTERS HARDWARE            | 1,200          |
| <b>TOTAL CAPITAL OUTLAY - WATER</b> | <b>168,850</b> |

**CAPITAL OUTLAY (4230 - LINE MAINTENANCE CREW)**

|                                                     |                |
|-----------------------------------------------------|----------------|
| 40-01 VEHICLES                                      | 160,000        |
| 40-02 EQUIPMENT                                     | 6,200          |
| 40-05 UTILITY PROPERTY                              | 65,000         |
| 40-49 COMPUTERS HARDWARE                            | 3,000          |
| <b>TOTAL CAPITAL OUTLAY - LINE MAINTENANCE CREW</b> | <b>234,200</b> |

**TOTAL CAPITAL OUTLAY**

**403,050**

**TRANSFER OUT**

|                            |                |
|----------------------------|----------------|
| 80-13 STREET & ALLEY       | 50,000         |
| 80-33 GENERAL FUND         | 748,459        |
| 80-89 UTILITIES CAP        | 167,958        |
| <b>TOTAL TRANSFERS OUT</b> | <b>966,417</b> |

**TOTAL DEPARTMENT REQUEST**

**6,479,265**

(CONTINUED)

FUND: ENTERPRISE - WATER (191)  
 DEPARTMENT: UTILITIES - WATER (42)  
 DEPARTMENT HEAD: VAUGHN SULLIVAN  
 PAGE FOUR

**CONTRACTUAL (30-40) FY 18-19 (4210 - WATER)**

|                                                 |                  |
|-------------------------------------------------|------------------|
| Accurate Lab - TTHM Testing                     | 7,300            |
| Accurate Lab - SOC Testing                      | 84,000           |
| Accurate Lab - UCMR4 Testing (starts Jan. 2019) | 38,000           |
| Accurate Lab - Chlorites & Bromites             | 1,600            |
| ODEQ - SUVA, Fluoride, Nitrate & TOC            | 5,000            |
| IDEXX - Bac-T's                                 | 4,000            |
| COMCD                                           | 1,077,198        |
| Evoqua - Deionized Water                        | 1,500            |
| ERA - Proficiency Testing                       | 1,000            |
| Air Gas - Ultra Pure Nitrogen                   | 1,000            |
| Book Bindery - Lab                              | 500              |
| CCR                                             | 1,000            |
| J. A. King - Lab Calibrations                   | 2,000            |
| Lift Equipment Annual Inspection                | 2,000            |
| Risk Management Plan                            | 4,200            |
| Well Pump Removal and Installation (3x)         | 10,500           |
| ODEQ Annual Fees                                | 9,311            |
| OWRB Annual Groundwater Admin Fee               | 500              |
| UniFirst - Mats, Lab Towels, and Shop Towels    | 2,535            |
| <b>TOTAL</b>                                    | <b>1,253,144</b> |

**CONTRACTUAL (30-40) FY 18-19 (4230 - LINE MAINTENANCE CREW)**

|                              |              |
|------------------------------|--------------|
| Verizon Data Plan for I-Pads | 2,000        |
| Hepatitis B vaccination      | 1,000        |
| Carry Map Builder            | 1,000        |
| <b>TOTAL</b>                 | <b>4,000</b> |

**FUND: ENTERPRISE (191)**  
**DEPARTMENT: Water (42)**

**SIGNIFICANT EXPENDITURE CHANGES:**

Two (2) Inline submersible water well pumps, pond recirculation pump, two (2) water well variable frequency drives, and two (2) finished water variable frequency drives have failed and must be replaced. Additionally, we need to purchase new field location and data entry equipment, dump truck, medium duty truck and replacement fire hydrants for the distribution system.

**STAFFING/PROGRAMS**

During the past fiscal year of 2017-18, the Water Department was staffed by: the water plant supervisor, one (1) foreman, one (1) lab supervisor, one (1) maintenance supervisor, one (1) operator five (V), two (2) water plant shift leaders, nine (90 operators, two (2) maintenance technicians, 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.

Working closely with utility customer service and the secretary pool at public works administration, the water department strives to meet the needs of every Midwest City resident or business twenty-four hours a day, every day of the year. Additionally, there is a continual effort to

optimize its communication with every department within the city, while striving to improve the quality of services offered to its customers.

**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.

**2018-2019 Goals and Objectives:**

1. Develop and then deliver the 2017 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. Maintain and continue to upgrade the "Sensus Ami" water meter infrastructure.
4. 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<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| PERSONAL SERVICES    | 1,936,231           | 2,110,397                      | 1,956,055                        | 2,157,291           |
| BENEFITS             | 819,714             | 937,290                        | 841,132                          | 921,462             |
| MATERIALS & SUPPLIES | 526,850             | 590,952                        | 583,929                          | 612,722             |
| OTHER SERVICES       | 1,098,772           | 1,249,909                      | 1,249,909                        | 1,168,875           |
| CAPITAL OUTLAY       | 64,757              | 147,025                        | 147,025                          | 27,950              |
| TRANSFERS OUT        | 772,099             | 922,099                        | 922,099                          | 772,099             |
| <b>TOTAL</b>         | <b>5,218,423</b>    | <b>5,957,672</b>               | <b>5,700,149</b>                 | <b>5,660,399</b>    |

| REVENUES             | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| CHARGES FOR SERVICES | 5,307,670           | 5,457,739                      | 5,407,670                        | 5,483,371           |
| INTEREST             | 18,715              | 18,122                         | 18,809                           | 18,788              |
| MISCELLANEOUS        | 799                 | -                              | 62                               | -                   |
| TRANSFERS            | 9,576               | 57,154                         | 57,154                           | -                   |
| <b>TOTAL</b>         | <b>5,336,760</b>    | <b>5,533,015</b>               | <b>5,483,695</b>                 | <b>5,502,159</b>    |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES                                | EXPENSES  | FUND<br>BALANCE      |
|----------------------------|---------------------|-----------------------------------------|-----------|----------------------|
| 6/30/2015                  | 971,908             | 5,421,054                               | 5,262,001 | 1,130,962            |
| 6/30/2016                  | 1,130,962           | 5,336,760                               | 5,218,423 | 1,249,299            |
| 6/30/2017                  | 1,249,299           | 5,483,695                               | 5,700,149 | 1,032,845            |
| 6/30/2018                  | 1,032,845           | 5,502,159                               | 5,660,399 | 874,605              |
|                            |                     | Excludes Capital Outlay & Transfers Out |           | (243,017) 5% Reserve |
|                            |                     |                                         |           | <u>631,588</u>       |

FINAL BUDGET 2018-2019

| PERSONAL SERVICES (4310 - SEWER)       |                  |
|----------------------------------------|------------------|
| 10-01 SALARIES                         | 1,363,584        |
| 10-03 OVERTIME                         | 5,000            |
| 10-07 ALLOWANCES                       | 4,408            |
| 10-10 LONGEVITY                        | 39,825           |
| 10-11 SL BUYBACK                       | 5,186            |
| 10-12 VACATION BUYBACK                 | 3,014            |
| 10-13 PDO BUYBACK                      | 1,601            |
| 10-14 SL INCENTIVE                     | 10,320           |
| 10-18 SEPARATION PAY                   | 1,000            |
| 10-19 ON CALL                          | 3,500            |
| 10-27 SHIFT DIFFERENTIAL               | 4,000            |
| 10-95 1X SALARY ADJUSTMENT             | 4,688            |
| <b>TOTAL PERSONAL SERVICES - SEWER</b> | <b>1,446,126</b> |

| PERSONAL SERVICES (4330 - LINE MAINTENANCE CREW)       |                |
|--------------------------------------------------------|----------------|
| 10-01 SALARIES                                         | 667,394        |
| 10-03 OVERTIME                                         | 14,500         |
| 10-07 ALLOWANCES                                       | 3,920          |
| 10-10 LONGEVITY                                        | 8,450          |
| 10-11 SL BUYBACK                                       | 883            |
| 10-12 VACATION BUYBACK                                 | 441            |
| 10-13 PDO BUYBACK                                      | 830            |
| 10-14 SL INCENTIVE                                     | 4,850          |
| 10-19 ON CALL                                          | 7,000          |
| 10-95 1X SALARY ADJUSTMENT                             | 2,897          |
| <b>TOTAL PERSONAL SERVICES - LINE MAINTENANCE CREW</b> | <b>711,165</b> |

**TOTAL PERSONAL SERVICES** 2,157,291

| BENEFITS (4310 - SEWER)         |                |
|---------------------------------|----------------|
| 15-01 SOCIAL SECURITY           | 110,629        |
| 15-02 EMPLOYEES' RETIREMENT     | 202,458        |
| 15-03 GROUP INSURANCE           | 213,041        |
| 15-04 WORKERS COMP INSURANCE    | 49,971         |
| 15-06 TRAVEL & SCHOOL           | 5,000          |
| 15-07 UNIFORMS                  | 12,000         |
| 15-13 LIFE                      | 4,457          |
| 15-14 DENTAL                    | 22,985         |
| 15-20 OVERHEAD HEALTH CARE COST | 8,913          |
| 15-98 RETIREE INSURANCE         | 14,722         |
| <b>TOTAL BENEFITS - SEWER</b>   | <b>644,175</b> |

(CONTINUED)

FUND: SEWER (192)  
 DEPARTMENT: UTILITIES - WASTEWATER (43)  
 DEPARTMENT HEAD: VAUGHN SULLIVAN  
 PAGE TWO

| PERMANENT STAFFING         | FY 18-19     | FY 17-18     |
|----------------------------|--------------|--------------|
| Inventory Control Tech     | 0.5          | 0.5          |
| Supply Supervisor          | 0.5          | 0.5          |
| 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            |
| GIS Coordinator            | 0.17         | 0.17         |
| Environmental Chemist      | 2            | 2            |
| Line Maint. Supervisor     | 0.5          | 0.5          |
| Line Maint. Oper. Foreman  | 1            | 1            |
| Line Maint. Crew Leader    | 5            | 5            |
| Wastewater Laborer         | 0            | 9.5          |
| Line Maint. Cert. Equip Op | 8.5          | 0            |
| Wastewater Ind Waste Mon   | 0            | 1            |
| Line Maint. Pretreat Coord | 1            | 0            |
| Line Maint. Pretreat Tech  | 1            | 0            |
| <b>TOTAL</b>               | <b>44.51</b> | <b>44.51</b> |

.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 |

PERSONNEL POSITIONS SUMMARY:  
 2008-07 - 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  
 2018-19 - 44.51

| BENEFITS (4330 - LINE MAINTENANCE CREW)       |                |
|-----------------------------------------------|----------------|
| 15-01 SOCIAL SECURITY                         | 54,404         |
| 15-02 EMPLOYEES' RETIREMENT                   | 99,563         |
| 15-03 GROUP INSURANCE                         | 84,992         |
| 15-04 WORKERS COMP INSURANCE                  | 8,023          |
| 15-06 TRAVEL & SCHOOL                         | 7,800          |
| 15-07 UNIFORMS                                | 6,800          |
| 15-13 LIFE                                    | 2,754          |
| 15-14 DENTAL                                  | 7,442          |
| 15-20 OVERHEAD HEALTH CARE COST               | 5,508          |
| <b>TOTAL BENEFITS - LINE MAINTENANCE CREW</b> | <b>277,286</b> |

**TOTAL BENEFITS** 921,462

| MATERIALS & SUPPLIES (4310 - SEWER)           |                |
|-----------------------------------------------|----------------|
| 20-34 MAINTENANCE OF EQUIPMENT                | 80,000         |
| 20-35 SMALL TOOLS & EQUIPMENT                 | 25,000         |
| 20-41 SUPPLIES                                | 55,000         |
| 20-45 FUEL & LUBRICANTS                       | 8,500          |
| 20-49 CHEMICALS                               | 89,296         |
| 20-63 FLEET FUEL                              | 77,510         |
| 20-64 FLEET PARTS                             | 135,179        |
| 20-65 FLEET LABOR                             | 85,237         |
| <b>TOTAL MATERIALS &amp; SUPPLIES - SEWER</b> | <b>555,722</b> |

| MATERIALS & SUPPLIES (4330 - LINE MAINTENANCE CREW)           |               |
|---------------------------------------------------------------|---------------|
| 20-34 MAINTENANCE OF EQUIPMENT                                | 5,000         |
| 20-35 SMALL TOOLS & EQUIPMENT                                 | 12,000        |
| 20-41 SUPPLIES                                                | 40,000        |
| <b>TOTAL MATERIALS &amp; SUPPLIES - LINE MAINTENANCE CREW</b> | <b>57,000</b> |

**TOTAL MATERIALS & SUPPLIES** 612,722

(CONTINUED)

FUND: SEWER (192)  
 DEPARTMENT: UTILITIES - WASTEWATER (43)  
 DEPARTMENT HEAD: VAUGHN SULLIVAN  
 PAGE THREE

**CAPITAL OUTLAY FY 18-19 (4310 - SEWER)**

|                     |               |
|---------------------|---------------|
| Chainsaw            | 600           |
| (1) Zero Turn Mower | 7,750         |
| Flat Bed Trailer    | 6,000         |
| Ammonia Probe       | 10,000        |
| <b>TOTAL</b>        | <b>24,350</b> |

**CAPITAL OUTLAY FY 18-19 (4330 - LINE MAINTENANCE CREW)**

|                       |              |
|-----------------------|--------------|
| (2) Desktop Computers | 1,600        |
| (2) I-Pads            | 2,000        |
| <b>TOTAL</b>          | <b>3,600</b> |

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                         |                |
|-------------------------|----------------|
| Ebara Submersible Pump  | 8,079          |
| Tandem Utility Trailer  | 2,795          |
| Alarm Agents            | 7,500          |
| Maint Truck Crane       | 17,500         |
| Boiler Rebuild          | 17,000         |
| Golf Cart               | 3,500          |
| Portable DO Meter       | 2,200          |
| Power Washer            | 700            |
| Printer/Copier/Fax      | 600            |
| Backpack Blower         | 400            |
| MIG Welder              | 4,706          |
| 2 Desktop Computers     | 2,000          |
| Document Imaging System | 5,045          |
| Trailer Flusher         | 70,000         |
| Tap Cutter              | 2,000          |
| 2 Ipads                 | 3,000          |
| <b>TOTAL</b>            | <b>147,025</b> |

**CONTRACTUAL (30-40) FY 18-19 (4310 - SEWER)**

|                                   |               |
|-----------------------------------|---------------|
| Accurate Labs                     | 10,000        |
| OK County OSU Extension           | 3,000         |
| RACO Manufacturing                | 4,800         |
| Environmental Resource            | 3,650         |
| Evoqua Water Tech                 | 3,900         |
| Safety Kleen                      | 3,500         |
| Mac Systems Fire Alarm Monitoring | 4,500         |
| UniFirst                          | 3,050         |
| Verizon Data Plan for I-Pads      | 3,400         |
| Air Gas                           | 10,200        |
| <b>TOTAL</b>                      | <b>50,000</b> |

**OTHER SERVICES & CHARGES (4310 - SEWER)**

|                                                   |                  |
|---------------------------------------------------|------------------|
| 30-01 UTILITIES & COMMUNICATIONS                  | 600,000          |
| 30-21 SURPLUS PROPERTY                            | 3,383            |
| 30-22 PWA REIMBURSEMENT                           | 245,782          |
| 30-23 UPKEEP REAL PROPERTY                        | 10,000           |
| 30-40 CONTRACTUAL                                 | 50,000           |
| 30-41 CONTRACT LABOR                              | 20,000           |
| 30-43 HARDWARE/SOFTWARE MAINTENANCE               | 4,500            |
| 30-49 CREDIT CARD FEES                            | 28,000           |
| 30-72 MEMBERSHIPS & SUBSCRIPTIONS                 | 1,500            |
| 30-85 INSURANCE/FIRE, THEFT, LIAB                 | 108,876          |
| 30-86 AUDIT                                       | 3,332            |
| <b>TOTAL OTHER SERVICES &amp; CHARGES - SEWER</b> | <b>1,075,373</b> |

**OTHER SERVICES & CHARGES (4330 - LINE MAINTENANCE CREW)**

|                                                                   |               |
|-------------------------------------------------------------------|---------------|
| 30-23 UPKEEP REAL PROPERTY                                        | 10,000        |
| 30-40 CONTRACTUAL                                                 | 61,500        |
| 30-41 CONTRACT LABOR                                              | 10,880        |
| 30-43 HARDWARE/SOFTWARE MAINTENANCE                               | 350           |
| 30-72 MEMBERSHIPS & SUBSCRIPTIONS                                 | 2,860         |
| 30-85 INSURANCE/FIRE, THEFT, LIAB                                 | 4,580         |
| 30-86 AUDIT                                                       | 3,332         |
| <b>TOTAL OTHER SERVICES &amp; CHARGES - LINE MAINTENANCE CREW</b> | <b>93,502</b> |

**TOTAL OTHER SERVICES & CHARGES**

1,168,875

**CAPITAL OUTLAY (4310 - SEWER)**

|                                     |               |
|-------------------------------------|---------------|
| 40-02 EQUIPMENT                     | 24,350        |
| <b>TOTAL CAPITAL OUTLAY - SEWER</b> | <b>24,350</b> |

**CAPITAL OUTLAY (4330 - LINE MAINTENANCE CREW)**

|                                                     |              |
|-----------------------------------------------------|--------------|
| 40-49 COMPUTERS                                     | 3,600        |
| <b>TOTAL CAPITAL OUTLAY - LINE MAINTENANCE CREW</b> | <b>3,600</b> |

**TOTAL CAPITAL OUTLAY**

27,950

**TRANSFERS OUT**

|                                  |                |
|----------------------------------|----------------|
| 80-33 GENERAL FUND REIMBURSEMENT | 772,099        |
| <b>TOTAL TRANSFERS OUT</b>       | <b>772,099</b> |

**TOTAL DEPARTMENT REQUEST**

5,660,399

**CONTRACTUAL (30-40) FY 18-19 (4330 - LINE MAINTENANCE CREW)**

|                                 |               |
|---------------------------------|---------------|
| Linko Data Systems Inc          | 1,500         |
| Verizon Data Plan for I-Pads    | 2,400         |
| Hepatitis B vaccination         | 1,000         |
| Compliance Sampling             | 6,600         |
| Root Control Chemical Injection | 50,000        |
| <b>TOTAL</b>                    | <b>61,500</b> |

**FUND: ENTERPRISE (192)**  
**DEPARTMENT: Wastewater (43)**

**SIGNIFICANT EXPENDITURE CHANGES:**

Replace MBBR basin DO probes, install Influent ammonia probe and repair lab BOD incubator. Purchase chemical root control services, a compost bagging system, an SL-RAT system, a trailer flusher, half-ton pick-up, a portable sampler, and partially fund a dump truck.

**STAFFING/PROGRAMS**

During the last fiscal year of 2017-18, the Wastewater Department was 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. In FY 2018-19 the industrial waste monitor will be changed to a pretreatment coordinator and one of the certified equipment operators will be changed to a pretreatment technician. All positions are full-time permanent employees. This department remains committed to serving the citizens of Midwest City by collecting and treating wastewater 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 up to ten million, two hundred thousand (10,200,000) gallons of reusable water to the environment daily. 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 313 grease/sand/oil separators and two (2) permitted industries.

**2018-2019 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. Utilize the new SL-RAT to provide a more accurate assessment of the collection system so preventative maintenance can be executed in a more efficient way.
3. Continue to understand and overcome any regulatory changes or additional requirements from ODEQ or the Environmental Protection Agency (EPA).
4. Continue to produce and sell compost to the public.
5. Continue partnering with Langston University to implement a vegetation control program by means of livestock.
6. Educate and demonstrate the capabilities of Midwest City Compost by through widespread use in public areas and an educational campaign.
7. Continue to survey, study, and analyze ammonia in the collection system to determine appropriate levels or negligent sources.

FUND: MWC UTILITIES AUTH (193)  
 DEPARTMENT: UTILITIES - (87)  
 DEPARTMENT HEAD: GUY HENSON

| EXPENDITURES   | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------|---------------------|--------------------------------|----------------------------------|---------------------|
| OTHER SERVICES | -                   | 25,200                         | 25,200                           | 20,200              |
| CAPITAL OUTLAY | 261,616             | 589,615                        | 589,615                          | 200,000             |
| <b>TOTAL</b>   | <b>261,616</b>      | <b>614,815</b>                 | <b>614,815</b>                   | <b>220,200</b>      |

| REVENUES           | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|--------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| INTEREST           | 17,543              | 16,100                         | 16,759                           | 17,146              |
| TRANSFERS IN (143) | 60,423              | -                              | -                                | -                   |
| TRANSFERS IN (188) | 140,000             | -                              | -                                | -                   |
| <b>TOTAL</b>       | <b>217,966</b>      | <b>16,100</b>                  | <b>16,759</b>                    | <b>17,146</b>       |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES | FUND<br>BALANCE |                 |
|----------------------------|---------------------|----------|----------|-----------------|-----------------|
|                            | 1,107,612           | 547,765  | 704,433  | 950,944         | 6/30/2016       |
|                            | 950,944             | 217,966  | 261,616  | 907,294         | 6/30/2017       |
|                            | 907,294             | 16,759   | 614,815  | 309,238         | 6/30/2018 - EST |
|                            | 309,238             | 17,146   | 220,200  | 106,184         | 6/30/2019 - EST |

FINAL BUDGET 2018-2019

| 8710 - ECONOMIC DEVELOPMENT               |                |
|-------------------------------------------|----------------|
| <b>OTHER SERVICES &amp; CHARGES</b>       |                |
| 30-40 CONTRACTUAL                         | 20,000         |
| 30-86 AUDIT                               | 200            |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>20,200</b>  |
| <b>CAPITAL OUTLAY</b>                     |                |
| 40-05 UTILITY PROPERTY                    | 200,000        |
| <b>TOTAL CAPITAL OUTLAY</b>               | <b>200,000</b> |
| <b>TOTAL DIVISION REQUEST</b>             | <b>220,200</b> |

CONTRACTUAL (30-40) FY 18-19

|               |               |
|---------------|---------------|
| Miscellaneous | 20,000        |
| <b>TOTAL</b>  | <b>20,000</b> |

CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL

|                               |                |
|-------------------------------|----------------|
| Soldier Creek Industrial Park | 589,615        |
| <b>TOTAL</b>                  | <b>589,615</b> |

CAPITAL OUTLAY FY 18-19

|                   |                |
|-------------------|----------------|
| Site Improvements | 200,000        |
| <b>TOTAL</b>      | <b>200,000</b> |



**FUND: HOTEL/CONFERENCE CENTER OPERATIONS (195)**  
**DEPARTMENT: HOTEL/CONFERENCE CENTER (40)**  
**DEPARTMENT HEAD: TIM LYON**

| EXPENDITURES      | ACTUAL           | AMENDED             | ESTIMATED           | BUDGET              |
|-------------------|------------------|---------------------|---------------------|---------------------|
|                   | 2016-2017        | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| PERSONAL SERVICES | 1,779,254        | 1,793,899           | 1,733,054           | 1,863,232           |
| BENEFITS          | 603,722          | 546,226             | 346,180             | 379,983             |
| OTHER SERVICES    | 1,405,168        | 1,361,751           | 1,459,713           | 1,389,973           |
| COST OF SALES     | 1,287,305        | 1,308,859           | 1,340,194           | 1,359,024           |
| TRANSFERS         | 212,434          | 213,058             | 206,857             | 210,828             |
| <b>TOTAL</b>      | <b>5,287,882</b> | <b>5,223,793</b>    | <b>5,085,998</b>    | <b>5,203,039</b>    |

| REVENUES             | ACTUAL           | AMENDED             | ESTIMATED           | BUDGET              |
|----------------------|------------------|---------------------|---------------------|---------------------|
|                      | 2016-2017        | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| CHARGES FOR SERVICES | 5,310,853        | 5,326,460           | 5,171,413           | 5,270,689           |
| MISCELLANEOUS        | 396              | -                   | -                   | -                   |
| TRANSFERS            | 740,000          | -                   | -                   | -                   |
| <b>TOTAL</b>         | <b>6,051,249</b> | <b>5,326,460</b>    | <b>5,171,413</b>    | <b>5,270,689</b>    |

A \$740,000 payable to Fund 157 was eliminated in FY 16-17 and recorded as a transfer in to Fund 195

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES  | EXPENSES  | FUND<br>BALANCE |
|----------------------------|---------------------|-----------|-----------|-----------------|
| 6/30/2015                  | (314,204)           | 5,363,319 | 5,771,593 | (722,478)       |
| 6/30/2016                  | (722,478)           | 6,051,249 | 5,287,882 | 40,889          |
| 6/30/2017                  | 40,889              | 5,171,413 | 5,085,998 | 126,304         |
| 6/30/2018                  | 126,304             | 5,270,689 | 5,203,039 | 193,954         |

**FINAL BUDGET 2018-2019**

| <b>MUNICIPAL AUTHORITY ADMINISTRATION - 4010</b> |               |
|--------------------------------------------------|---------------|
| PERSONAL SERVICES                                | 42,320        |
| BENEFITS                                         | 14,178        |
| <b>TOTAL DIVISION REQUEST</b>                    | <b>56,498</b> |

| <b>ROOMS - 4012</b>           |                |
|-------------------------------|----------------|
| PERSONAL SERVICES             | 484,989        |
| BENEFITS                      | 79,866         |
| OTHER SERVICES & CHARGES      | 266,902        |
| <b>TOTAL DIVISION REQUEST</b> | <b>831,757</b> |

| <b>FOOD - 4013</b>            |                  |
|-------------------------------|------------------|
| PERSONAL SERVICES             | 668,429          |
| BENEFITS                      | 181,067          |
| OTHER SERVICES & CHARGES      | 129,779          |
| COST OF SALES                 | 404,703          |
| <b>TOTAL DIVISION REQUEST</b> | <b>1,383,978</b> |

| <b>TELEPHONE - 4014</b>       |               |
|-------------------------------|---------------|
| COST OF SALES                 | 16,866        |
| <b>TOTAL DIVISION REQUEST</b> | <b>16,866</b> |

| <b>MISCELLANEOUS - 4015</b>   |                |
|-------------------------------|----------------|
| COST OF SALES                 | 198,837        |
| OTHER SERVICES & CHARGES      | 10,392         |
| <b>TOTAL DIVISION REQUEST</b> | <b>209,229</b> |

(CONTINUED)

FUND: HOTEL/CONFERENCE CENTER OPERATIONS (195)  
DEPARTMENT: HOTEL/CONFERENCE CENTER (40)  
DEPARTMENT HEAD: TIM LYON  
PAGE TWO

| PERMANENT STAFFING            | FY 18-19  |           | FY 17-18  |           |
|-------------------------------|-----------|-----------|-----------|-----------|
|                               | Full Time | Part Time | Full Time | Part Time |
| Accountant (City)             | 0.25      | -         | 0.25      | -         |
| Asst City Mgrn - Admin (City) | 0.15      | -         | 0.15      | -         |
| General Manager               | 1         | -         | 1         | -         |
| Asst General Manager          | -         | -         | -         | -         |
| Director of Rooms             | 1         | -         | 1         | -         |
| Front Office Manager          | -         | -         | -         | -         |
| AM/PM Front Desk Sprvs        | 1         | -         | 2         | -         |
| Front Desk Clerks             | 3         | 2         | 2         | 2         |
| Night Auditors                | 1         | 1         | 1         | 1         |
| Housekeeping Manager          | -         | -         | -         | -         |
| Housekeeping Supervisor       | 3         | -         | 2         | -         |
| Inspectress                   | -         | -         | 1         | -         |
| Room Attendants               | 10        | 2         | 10        | 2         |
| House person                  | 2         | -         | 2         | -         |
| Lobby Attendant               | 2         | 1         | 2         | 1         |
| Laundry Attendant             | 2         | -         | 2         | -         |
| Food & Beverage Manager       | 1         | -         | 1         | -         |
| Bartenders                    | 2         | 1         | 2         | 2         |
| Restaurant Supervisor         | 2         | -         | 2         | -         |
| Restaurant Cooks              | 3         | 1         | 3         | -         |
| Restaurant Servers            | 2         | 1         | 3         | 1         |
| Club Level Attendant          | -         | 3         | -         | 3         |
| Facilities Manager            | 1         | -         | 1         | -         |
| Maintenance Tech              | 3         | -         | 3         | -         |
| Director of Sales & Mktg      | 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             | 197,699        |
| BENEFITS                      | 39,866         |
| OTHER SERVICES & CHARGES      | 448,705        |
| <b>TOTAL DIVISION REQUEST</b> | <b>686,269</b> |

| SALES & MARKETING - 4017      |                |
|-------------------------------|----------------|
| PERSONAL SERVICES             | 313,582        |
| BENEFITS                      | 40,325         |
| OTHER SERVICES & CHARGES      | 214,940        |
| <b>TOTAL DIVISION REQUEST</b> | <b>568,848</b> |

| MAINTENANCE - 4018            |                |
|-------------------------------|----------------|
| PERSONAL SERVICES             | 131,121        |
| BENEFITS                      | 15,512         |
| OTHER SERVICES & CHARGES      | 223,147        |
| <b>TOTAL DIVISION REQUEST</b> | <b>369,780</b> |

| FRANCHISE FEES - 4019         |                |
|-------------------------------|----------------|
| COST OF SALES                 | 325,653        |
| <b>TOTAL DIVISION REQUEST</b> | <b>325,653</b> |

| ENERGY COST - 4020            |                |
|-------------------------------|----------------|
| COST OF SALES                 | 374,863        |
| <b>TOTAL DIVISION REQUEST</b> | <b>374,863</b> |

| CAPITAL - 4021                |                |
|-------------------------------|----------------|
| OTHER SERVICES & CHARGES      | 96,108         |
| TRANSFERS (4% FF&E)           | 210,828        |
| <b>TOTAL DIVISION REQUEST</b> | <b>306,935</b> |

(CONTINUED)

FUND: HOTEL/CONFERENCE CENTER OPERATIONS (195)  
 DEPARTMENT: HOTEL/CONFERENCE CENTER (40)  
 DEPARTMENT HEAD: TIM LYON  
 PAGE THREE

| (Continued)<br>PERMANENT STAFFING | FY 18-19     |              | FY 17-18     |              |
|-----------------------------------|--------------|--------------|--------------|--------------|
|                                   | Full Time    | Part Time    | Full Time    | Part Time    |
| Banquet Captain                   | 2            | 1            | 2            | -            |
| Banquet Setup                     | 3            | 1            | 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>64.40</b> | <b>28.00</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  
 2018-19 - 64.40 Full Time  
 2018-19 - 28.00 Part Time

Note: Part Time includes Occasional Staff

| LAUNDRY - 4023                  |                  |
|---------------------------------|------------------|
| BENEFITS                        | 157              |
| <b>TOTAL DIVISION REQUEST</b>   | <b>157</b>       |
| BEVERAGE - 4024                 |                  |
| PERSONAL SERVICES               | 25,092           |
| BENEFITS                        | 9,013            |
| COST OF SALES                   | 38,102           |
| <b>TOTAL DIVISION REQUEST</b>   | <b>72,207</b>    |
| <b>TOTAL DEPARTMENT REQUEST</b> | <b>5,203,039</b> |

FUND: FF&E RESERVE (196)  
 DEPARTMENT: HOTEL/CONFERENCE CENTER (40)  
 DEPARTMENT HEAD: TIM LYON

| EXPENDITURES         | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| MATERIALS & SUPPLIES | 9,820               | 34,547                         | 34,547                           | 10,000              |
| OTHER SERVICES       | 2,120               | 28,929                         | 28,929                           | 20,000              |
| CAPITAL OUTLAY       | 395,122             | 554,092                        | 554,092                          | 289,840             |
| <b>TOTAL</b>         | <b>407,062</b>      | <b>617,568</b>                 | <b>617,568</b>                   | <b>319,840</b>      |

| REVENUES      | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|---------------|---------------------|--------------------------------|----------------------------------|---------------------|
| MISCELLANEOUS | 10,000              | -                              | -                                | -                   |
| TRANSFERS     | 212,434             | 213,058                        | 206,857                          | 210,828             |
| <b>TOTAL</b>  | <b>222,434</b>      | <b>213,058</b>                 | <b>206,857</b>                   | <b>210,828</b>      |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES | FUND<br>BALANCE |                 |
|----------------------------|---------------------|----------|----------|-----------------|-----------------|
| 6/30/2015                  | 1,266,980           | 214,533  | 411,075  | 1,070,438       | 6/30/2016       |
| 6/30/2016                  | 1,070,438           | 222,434  | 407,062  | 885,810         | 6/30/2017       |
| 6/30/2017                  | 885,810             | 206,857  | 617,568  | 475,099         | 6/30/2018 - EST |
| 6/30/2018                  | 475,099             | 210,828  | 319,840  | 366,087         | 6/30/2019 - EST |

**CAPITAL OUTLAY FY 18-19**

|                                              |                |
|----------------------------------------------|----------------|
| Expand Door into Reed Center Exhibit Hall    | 7,500          |
| Light Dimming System - Reed Exhibit Hall     | 12,140         |
| HVAC Sheraton Kitchen                        | 8,000          |
| Mini Refrigerators for Sheraton Hotel Rooms  | 15,100         |
| Computer and Printers                        | 2,000          |
| Sheraton Hotel Room Mattresses               | 97,000         |
| Televisions Floor 1-4 - Sheraton Hotel Rooms | 75,000         |
| Replace Shower Valves - Sheraton Hotel Rooms | 15,100         |
| TBD                                          | 58,000         |
| <b>TOTAL</b>                                 | <b>289,840</b> |

**FINAL BUDGET 2018-2019**

| MUNICIPAL AUTHORITY ADMINISTRATION - 4010 |                |
|-------------------------------------------|----------------|
| <b>MATERIALS &amp; SUPPLIES</b>           |                |
| 20-41 SUPPLIES                            | 10,000         |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b>     | <b>10,000</b>  |
| <b>OTHER SERVICES &amp; CHARGES</b>       |                |
| 30-40 CONTRACTUAL                         | 20,000         |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b>     | <b>20,000</b>  |
| <b>CAPITAL OUTLAY</b>                     |                |
| 40-02 EQUIPMENT                           | 187,100        |
| 40-08 CONTINGENCIES                       | 58,000         |
| 40-14 REMODEL                             | 42,740         |
| 40-49 COMPUTERS                           | 2,000          |
| <b>TOTAL CAPITAL OUTLAY</b>               | <b>289,840</b> |
| <b>TOTAL DIVISION REQUEST</b>             | <b>319,840</b> |

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                            |                |
|----------------------------|----------------|
| DOOR RPLACEMENT 1 FLOOR    | 38,500         |
| COMPUTERS/PRINTERS         | 8,118          |
| PAINT MTG AREAS - REED CTR | 7,910          |
| REED CENTER CARPET         | 93,493         |
| PTAC HEAT/AIR UNITS        | 3,967          |
| VANITY REPLACEMENT         | 40,119         |
| HOUSEKEEPING CARTS         | 1,461          |
| LANDSCAPING                | 5,000          |
| BANQUET DISPLAY EQUIP      | 15,000         |
| PHONE SYSTEM UPGRADE       | 20,000         |
| SECURITY CAMERA UPGRADE    | 20,000         |
| LANDSCAPING/WATER FEATURE  | 25,000         |
| LED LIGHT CONV/PARKING LT  | 12,000         |
| TO BE DETERMINED           | 32,524         |
| REED EX HALL/MTG RM CARPT  | 75,000         |
| REED BALLROOM DOORS        | 12,000         |
| HOTEL BLINDS PH 1          | 70,000         |
| EMERALD RM BUFFET          | 25,000         |
| POOL PLASTER RENOVATION    | 10,000         |
| COMPUTER & PRINTERS        | 2,000          |
| FIRE PANEL                 | 37,000         |
| <b>TOTAL</b>               | <b>554,092</b> |

FUND: GOLF (197)  
DEPARTMENT: GOLF (47/48)  
DEPARTMENT HEAD: VAUGHN SULLIVAN

| EXPENDITURES         | ACTUAL           | AMENDED             | ESTIMATED           | BUDGET              |
|----------------------|------------------|---------------------|---------------------|---------------------|
|                      | 2016-2017        | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| PERSONAL SERVICES    | 559,146          | 562,194             | 553,463             | 548,444             |
| BENEFITS             | 159,500          | 187,109             | 181,471             | 187,539             |
| MATERIALS & SUPPLIES | 195,663          | 256,713             | 228,041             | 237,728             |
| OTHER SERVICES       | 116,606          | 133,869             | 126,562             | 79,131              |
| CAPITAL OUTLAY       | 97,000           | 14,761              | 14,761              | 30,000              |
| <b>TOTAL</b>         | <b>1,127,915</b> | <b>1,154,646</b>    | <b>1,104,298</b>    | <b>1,082,842</b>    |

| REVENUES             | ACTUAL           | AMENDED             | ESTIMATED           | BUDGET              |
|----------------------|------------------|---------------------|---------------------|---------------------|
|                      | 2016-2017        | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| CHARGES FOR SERVICES | 1,080,643        | 1,168,193           | 1,018,714           | 1,122,632           |
| INVESTMENT INTEREST  | 1,802            | 466                 | 2,097               | 1,451               |
| MISCELLANEOUS        | 984              | 822                 | 50                  | -                   |
| ASSET RETIREMENT     | -                | -                   | 25,000              | -                   |
| <b>TOTAL</b>         | <b>1,083,429</b> | <b>1,169,481</b>    | <b>1,045,861</b>    | <b>1,124,083</b>    |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES  | EXPENSES  | FUND<br>BALANCE            |
|----------------------------|---------------------|-----------|-----------|----------------------------|
| 6/30/2015                  | 86,403              | 1,147,853 | 1,074,261 | 159,995                    |
| 6/30/2016                  | 159,995             | 1,083,429 | 1,127,915 | 115,509                    |
| 6/30/2017                  | 115,509             | 1,045,861 | 1,104,298 | 57,072                     |
| 6/30/2018                  | 57,072              | 1,124,083 | 1,082,842 | 98,313                     |
|                            |                     |           |           | <b>(52,642) 5% Reserve</b> |
|                            |                     |           |           | <b>45,671</b>              |

Excludes Transfers Out & Capital Outlay  
(52,642) 5% Reserve  
45,671

FINAL BUDGET 2018-2019

| PERSONAL SERVICES (4710 - JOHN CONRAD) |                |
|----------------------------------------|----------------|
| 10-01 SALARIES                         | 242,828        |
| 10-02 WAGES                            | 118,000        |
| 10-03 OVERTIME                         | 1,500          |
| 10-07 ALLOWANCES                       | 3,104          |
| 10-10 LONGEVITY                        | 7,766          |
| 10-11 SL BUYBACK                       | 5,200          |
| 10-12 VL BUYBACK                       | 1,200          |
| 10-13 PDO BUYBACK                      | 1,459          |
| 10-14 SL INCENTIVE                     | 3,060          |
| 10-95 SALARY ADJUSTMENT                | 2,250          |
| <b>PERSONAL SERVICES - JOHN CONRAD</b> | <b>386,367</b> |

| PERSONAL SERVICES (4810 - HIDDEN CREEK) |                |
|-----------------------------------------|----------------|
| 10-01 SALARIES                          | 102,866        |
| 10-02 WAGES                             | 47,050         |
| 10-03 OVERTIME                          | 500            |
| 10-07 ALLOWANCES                        | 1,216          |
| 10-10 LONGEVITY                         | 4,380          |
| 10-11 SL BUYBACK                        | 2,400          |
| 10-12 VL BUYBACK                        | 800            |
| 10-13 PDO BUYBACK                       | 600            |
| 10-14 SL INCENTIVE                      | 1,440          |
| 10-95 SALARY ADJUSTMENT                 | 825            |
| <b>PERSONAL SERVICES - HIDDEN CREEK</b> | <b>162,077</b> |

**TOTAL PERSONAL SERVICES** **548,444**

| BENEFITS (4710 - JOHN CONRAD)   |                |
|---------------------------------|----------------|
| 15-01 SOCIAL SECURITY           | 29,557         |
| 15-02 EMPLOYEES' RETIREMENT     | 37,571         |
| 15-03 GROUP INSURANCE           | 30,581         |
| 15-04 WORKERS COMP INSURANCE    | 23,141         |
| 15-06 TRAVEL & SCHOOL           | 1,000          |
| 15-07 UNIFORMS                  | 2,100          |
| 15-13 LIFE                      | 875            |
| 15-14 DENTAL                    | 2,731          |
| 15-20 OVERHEAD HEALTH CARE COST | 1,750          |
| <b>BENEFITS - JOHN CONRAD</b>   | <b>129,306</b> |

(CONTINUED)

FUND: GOLF (197)  
 DEPARTMENT: GOLF (47/48)  
 DEPARTMENT HEAD: VAUGHN SULLIVAN  
 PAGE TWO

| PERMANENT STAFFING         | FY 18-19 | FY 17-18 |
|----------------------------|----------|----------|
| Golf Director              | 1        | 1        |
| Golf Superintendent        | 1        | 1        |
| Asst Greens Superintendent | 1        | 1        |
| Golf Car Mechanic          | 1        | 1        |
| Groundskeeper              | 1        | 1        |
| Laborer I/II               | 1        | 1        |
| <b>TOTAL</b>               | <b>6</b> | <b>6</b> |

| PART TIME STAFFING | FY 18-19 | FY 17-18 |
|--------------------|----------|----------|
|                    | 2        | 2        |

| SEASONAL STAFFING | FY 18-19 | FY 17-18 |
|-------------------|----------|----------|
|                   | 25       | 25       |

| CAPITAL OUTLAY (4710 - JOHN CONRAD) FY 18-19 |               |
|----------------------------------------------|---------------|
| Toro Fairway Mower                           | 30,000        |
| <b>TOTAL</b>                                 | <b>30,000</b> |

| CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL |               |
|------------------------------------------|---------------|
| 2 Weedeaters                             | 1,000         |
| Drag Mat                                 | 500           |
| Pull Behind Mower                        | 3,200         |
| Document Imaging System                  | 1,261         |
| SOFTWARE                                 | 8,800         |
| <b>TOTAL</b>                             | <b>14,761</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  
 2018-19 - 6

| BENEFITS (4810 - HIDDEN CREEK)  |                |
|---------------------------------|----------------|
| 15-01 SOCIAL SECURITY           | 12,399         |
| 15-02 EMPLOYEES' RETIREMENT     | 16,104         |
| 15-03 GROUP INSURANCE           | 15,504         |
| 15-04 WORKERS COMP INSURANCE    | 9,917          |
| 15-06 TRAVEL & SCHOOL           | 160            |
| 15-07 UNIFORMS                  | 1,110          |
| 15-13 LIFE                      | 421            |
| 15-14 DENTAL                    | 1,776          |
| 15-20 OVERHEAD HEALTH CARE COST | 842            |
| <b>BENEFITS - HIDDEN CREEK</b>  | <b>58,233</b>  |
| <b>TOTAL BENEFITS</b>           | <b>187,539</b> |

| MATERIALS & SUPPLIES (4710 - JOHN CONRAD)     |                |
|-----------------------------------------------|----------------|
| 20-27 FOOD & BEVERAGES                        | 36,706         |
| 20-34 MAINTENANCE OF EQUIPMENT                | 29,664         |
| 20-41 SUPPLIES                                | 15,157         |
| 20-49 CHEMICALS                               | 52,000         |
| 20-55 PRO SHOP SUPPLIES                       | 30,000         |
| 20-63 FLEET FUEL                              | 16,496         |
| 20-64 FLEET PARTS                             | 4,628          |
| 20-65 FLEET LABOR                             | 2,543          |
| 20-66 IRRIGATION UPKEEP                       | 10,000         |
| 20-67 GOLF CART MAINTENANCE                   | 9,000          |
| 20-71 BOTANICAL                               | 5,066          |
| <b>MATERIALS &amp; SUPPLIES - JOHN CONRAD</b> | <b>211,260</b> |

| MATERIALS & SUPPLIES (4810 - HIDDEN CREEK)     |                |
|------------------------------------------------|----------------|
| 20-27 FOOD & BEVERAGES                         | 9,500          |
| 20-34 MAINTENANCE OF EQUIPMENT                 | 1,500          |
| 20-41 SUPPLIES                                 | 1,200          |
| 20-49 CHEMICALS                                | 7,000          |
| 20-55 PRO SHOP SUPPLIES                        | 2,000          |
| 20-63 FLEET FUEL                               | 301            |
| 20-64 FLEET PARTS                              | 171            |
| 20-65 FLEET LABOR                              | 263            |
| 20-66 IRRIGATION UPKEEP                        | 1,000          |
| 20-67 GOLF CART MAINTENANCE                    | 1,000          |
| 20-71 BOTANICAL                                | 2,533          |
| <b>MATERIALS &amp; SUPPLIES - HIDDEN CREEK</b> | <b>26,468</b>  |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b>          | <b>237,728</b> |

(CONTINUED)

**FUND: GOLF (197)**  
**DEPARTMENT: GOLF (47/48)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
**PAGE THREE**

**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                                                          |

**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                             |

**RATE INCREASE FY 18-19**

|                                                                 |
|-----------------------------------------------------------------|
| Adult 7-days per week annual membership from \$1,180 to \$1,500 |
| With cart from \$2,000 to \$2,340                               |
| Monday-Thursday annual membership from \$700 to \$990           |
| With cart from \$1,200 to \$1,830                               |
| Monday-Friday annual trail fee from \$200 to \$420              |
| Full Annual Trail Fee from \$400 to \$600                       |

|                                                          |               |
|----------------------------------------------------------|---------------|
| <b>OTHER SERVICES &amp; CHARGES (4710 - JOHN CONRAD)</b> |               |
| 30-01 UTILITIES & COMMUNICATIONS                         | 19,692        |
| 30-21 SURPLUS PROPERTY                                   | 757           |
| 30-23 UPKEEP REAL PROPERTY                               | 9,000         |
| 30-40 CONTRACTUAL                                        | 3,000         |
| 30-41 CONTRACT LABOR                                     | 5,000         |
| 30-43 HARDWARE/SOFTWARE MAINTENANCE                      | 350           |
| 30-49 CREDIT CARD FEES                                   | 16,500        |
| 30-72 MEMBERSHIPS & SUBSCRIPTIONS                        | 2,000         |
| 30-81 ADVERTISING                                        | 1,000         |
| 30-85 INSURANCE/FIRE, THEFT, LIAB                        | 6,584         |
| 30-86 AUDIT                                              | 888           |
| <b>OTHER SERVICES &amp; CHARGES - JOHN CONRAD</b>        | <b>64,771</b> |

|                                                           |               |
|-----------------------------------------------------------|---------------|
| <b>OTHER SERVICES &amp; CHARGES (4810 - HIDDEN CREEK)</b> |               |
| 30-01 UTILITIES & COMMUNICATIONS                          | 3,000         |
| 30-23 UPKEEP REAL PROPERTY                                | 2,600         |
| 30-40 CONTRACTUAL                                         | 600           |
| 30-49 CREDIT CARD FEES                                    | 3,700         |
| 30-72 MEMBERSHIPS & SUBSCRIPTIONS                         | 350           |
| 30-81 ADVERTISING                                         | 400           |
| 30-85 INSURANCE/FIRE, THEFT, LIAB                         | 2,822         |
| 30-86 AUDIT                                               | 888           |
| <b>OTHER SERVICES &amp; CHARGES - HIDDEN CREEK</b>        | <b>14,360</b> |

**TOTAL OTHER SERVICES & CHARGES** **79,131**

|                                            |               |
|--------------------------------------------|---------------|
| <b>CAPITAL OUTLAY (4710 - JOHN CONRAD)</b> |               |
| 40-02 EQUIPMENT                            | 30,000        |
| <b>TOTAL CAPITAL OUTLAY</b>                | <b>30,000</b> |

**TOTAL DEPARTMENT REQUEST** **1,082,842**

|                                                  |              |
|--------------------------------------------------|--------------|
| <b>CONTRACTUAL (4710 - JOHN CONRAD) FY 18-19</b> |              |
| Window Cleaning                                  | 1,200        |
| Pest Control                                     | 320          |
| Additional Maintenance/Misc                      | 1,480        |
| <b>TOTAL</b>                                     | <b>3,000</b> |

|                                                   |            |
|---------------------------------------------------|------------|
| <b>CONTRACTUAL (4810 - HIDDEN CREEK) FY 18-19</b> |            |
| Window Cleaning                                   | 600        |
| <b>TOTAL</b>                                      | <b>600</b> |

**FUND: GENERAL  
DEPARTMENT: MUNICIPAL GOLF (197)**

**SIGNIFICANT EXPENDITURE CHANGES:**

None

**STAFFING/PROGRAMS**

During the past fiscal year, 2017-18, the John Conrad and Hidden Creek Golf Courses were staffed by six full time employees, two part-time employees and 25 seasonal employees. Both golf courses remains committed to providing consistently efficient and high quality experiences and service to their patrons. We continue to be dedicated to providing quality of life events for all patrons who come to our facilities, from the youngest junior player, to our most senior in age. From specialty youth programs, to tournaments, we strive to maintain a balance for all ages.

**PROGRAM DESCRIPTION**

John Conrad continues to be a host site for the OKC Metropolitan First Tee junior golf program, while Hidden Creek will continue to offer junior player summer league. Hidden Creek offers a Senior women's league year round and John Conrad will offer several leagues during the summer and fall of 2018 and host over 100 special events during FY 18-19.

**2018 – 2019 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. Staff continues to seek better procedures to benefit the entire operation. Making sure every player enjoys their experience is my number one objective.

**2018-2019 GOALS AND OBJECTIVES**

1. Generate more revenue at both facilities by adding more golf equipment and accessories.
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.
6. Advertise more effectively through direct marketing.
7. Promote junior golf at Hidden Creek through tournaments and league play.
8. Promote Foot Golf at Hidden Creek though the High School soccer coaches and local soccer leagues.



**FUND: MOBILE HOME PARK (017)**  
**DEPARTMENT: PROPERTY MGMT - TRAILER PARK**  
**DEPARTMENT HEAD: TIM LYON**

| <b>EXPENDITURES</b> | <b>ACTUAL<br/>2016-2017</b> | <b>AMENDED<br/>BUDGET<br/>2017-2018</b> | <b>ESTIMATED<br/>ACTUAL<br/>2017-2018</b> | <b>BUDGET<br/>2018-2019</b> |
|---------------------|-----------------------------|-----------------------------------------|-------------------------------------------|-----------------------------|
| OTHER SERVICES      | -                           | 10,000                                  | 10,000                                    | 10,000                      |
| DEBT SERVICE        | 8,354                       | 66,381                                  | 66,381                                    | -                           |
| <b>TOTAL</b>        | <b>8,354</b>                | <b>76,381</b>                           | <b>76,381</b>                             | <b>10,000</b>               |

| <b>REVENUES</b>     | <b>ACTUAL<br/>2016-2017</b> | <b>AMENDED<br/>BUDGET<br/>2017-2018</b> | <b>ESTIMATED<br/>ACTUAL<br/>2017-2018</b> | <b>BUDGET<br/>2018-2019</b> |
|---------------------|-----------------------------|-----------------------------------------|-------------------------------------------|-----------------------------|
| TRANSFERS IN (10)   | 124,350                     | 76,381                                  | 76,381                                    | 10,000                      |
| INVESTMENT INTEREST | -                           | 65,063                                  | 65,063                                    | -                           |
| <b>TOTAL</b>        | <b>124,350</b>              | <b>141,444</b>                          | <b>141,444</b>                            | <b>10,000</b>               |

| <b>BUDGETARY<br/>FUND BALANCE:</b> | <b>BUDGET<br/>FUND BAL.</b> | <b>REVENUES</b> | <b>EXPENSES</b> | <b>FUND<br/>BALANCE</b> |                 |
|------------------------------------|-----------------------------|-----------------|-----------------|-------------------------|-----------------|
| 6/30/2015                          | 5,210,226                   | 135,994         | 27,279          | 5,318,941               | 6/30/2016       |
| 6/30/2016                          | 5,318,941                   | 124,350         | 8,354           | 5,434,937               | 6/30/2017       |
| 6/30/2017                          | 5,434,937                   | 141,444         | 76,381          | 5,500,000               | 6/30/2018 - EST |
| 6/30/2018                          | 5,500,000                   | 10,000          | 10,000          | 5,500,000               | 6/30/2019 - EST |

Jan. 2018 is the scheduled final payment on note.

**FINAL BUDGET 2018-2019**

|                                           |               |
|-------------------------------------------|---------------|
| <b>OTHER SERVICES AND CHARGES</b>         |               |
| 30-40 CONTRACTUAL                         | 10,000        |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>10,000</b> |

**TOTAL DEPARTMENT REQUEST** 10,000

**CONTRACTUAL (30-40) FY 18-19**

|                  |               |
|------------------|---------------|
| Mowing/Chemicals | 10,000        |
| <b>TOTAL</b>     | <b>10,000</b> |

**BUDGETARY FUND BALANCE ESTIMATED AT 06-30-18**

|                     |                  |
|---------------------|------------------|
| Land                | 5,500,000        |
| <b>Total Assets</b> | <b>5,500,000</b> |
| <b>FUND BALANCE</b> | <b>5,500,000</b> |

FUND: DRAINAGE TAX (050)  
 DEPARTMENT: DRAINAGE (65)  
 DEPARTMENT HEAD: GUY HENSON

| EXPENDITURES         | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| MATERIALS & SUPPLIES | 4,000               | -                              | -                                | -                   |
| CAPITAL OUTLAY       | 117,859             | 63,666                         | 48,340                           | 17,042              |
| <b>TOTAL</b>         | <b>121,859</b>      | <b>63,666</b>                  | <b>48,340</b>                    | <b>17,042</b>       |

| REVENUES      | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|---------------|---------------------|--------------------------------|----------------------------------|---------------------|
| INTEREST      | 2,347               | 1,344                          | 1,151                            | 1,178               |
| MISCELLANEOUS | 800                 | 800                            | 800                              | 800                 |
| <b>TOTAL</b>  | <b>3,147</b>        | <b>2,144</b>                   | <b>1,951</b>                     | <b>1,978</b>        |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL | REVENUES | EXPENSES | FUND<br>BALANCE |
|----------------------------|--------------------|----------|----------|-----------------|
| 6/30/2015                  | 253,942            | 185,663  | 259,440  | 180,165         |
| 6/30/2016                  | 180,165            | 3,147    | 121,859  | 61,453          |
| 6/30/2017                  | 61,453             | 1,951    | 48,340   | 15,064          |
| 6/30/2018                  | 15,064             | 1,978    | 17,042   | -               |

FINAL BUDGET 2018-2019

|                             |               |
|-----------------------------|---------------|
| CAPITAL OUTLAY              |               |
| 40-08 CONTINGENCIES         | 17,042        |
| <b>TOTAL CAPITAL OUTLAY</b> | <b>17,042</b> |

**TOTAL DEPARTMENT REQUEST** 17,042

CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL

|                    |               |
|--------------------|---------------|
| Robin Road Project | 48,340        |
| <b>TOTAL</b>       | <b>48,340</b> |

CAPITAL OUTLAY FY 18-19

|                         |               |
|-------------------------|---------------|
| Albert Drainage Project | 17,042        |
| <b>TOTAL</b>            | <b>17,042</b> |

**FUND: CAPITAL DRAINAGE (060)  
DEPARTMENT: DRAINAGE IMPROVEMENTS (072)  
DEPARTMENT HEAD: VAUGHN SULLIVAN**

| EXPENDITURES         | ACTUAL         | AMENDED             | ESTIMATED           | BUDGET              |
|----------------------|----------------|---------------------|---------------------|---------------------|
|                      | 2016-2017      | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| PERSONAL SERVICES    | 193,909        | 198,571             | 196,090             | 203,673             |
| BENEFITS             | 96,857         | 95,777              | 89,525              | 93,104              |
| MATERIALS & SUPPLIES | 50,433         | 91,416              | 81,575              | 82,953              |
| OTHER SERVICES       | 40,075         | 46,624              | 46,624              | 49,959              |
| CAPITAL OUTLAY       | 69,577         | 77,343              | 77,343              | 40,000              |
| <b>TOTAL</b>         | <b>450,851</b> | <b>509,731</b>      | <b>491,157</b>      | <b>469,689</b>      |

| REVENUES         | ACTUAL         | AMENDED             | ESTIMATED           | BUDGET              |
|------------------|----------------|---------------------|---------------------|---------------------|
|                  | 2016-2017      | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| CHARGES FOR SVCS | 449,369        | 446,248             | 449,360             | 448,613             |
| INTEREST         | 7,877          | 7,454               | 7,655               | 8,051               |
| MISC             | 3,039          | -                   | -                   | -                   |
| <b>TOTAL</b>     | <b>460,285</b> | <b>453,702</b>      | <b>457,015</b>      | <b>456,664</b>      |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES                | FUND<br>BALANCE |                |
|----------------------------|---------------------|----------|-------------------------|-----------------|----------------|
| 6/30/2015                  | 334,872             | 455,005  | 372,248                 | 417,629         | 06/30/16       |
| 6/30/2016                  | 417,629             | 460,285  | 450,851                 | 427,063         | 06/30/17       |
| 6/30/2017                  | 427,063             | 457,015  | 491,157                 | 392,921         | 06/30/18 - EST |
| 6/30/2018                  | 392,921             | 456,664  | 469,689                 | 379,896         | 06/30/19 - EST |
|                            |                     |          | Excludes Capital Outlay | (21,484)        | 5% Reserve     |
|                            |                     |          |                         | <u>358,411</u>  |                |

**FINAL BUDGET 2018-2019**

| PERSONAL SERVICES              |                |
|--------------------------------|----------------|
| 10-01 SALARY                   | 189,772        |
| 10-03 OVERTIME                 | 2,000          |
| 10-07 ALLOWANCES               | 960            |
| 10-10 LONGEVITY                | 7,039          |
| 10-12 VACATION BUYBACK         | 1,167          |
| 10-13 PDO BUYBACK              | 441            |
| 10-14 SICK LEAVE INCENTIVE     | 1,175          |
| 10-19 ONCALL                   | 480            |
| 10-95 1X SALARY ADJUSTMENT     | 639            |
| <b>TOTAL PERSONAL SERVICES</b> | <b>203,673</b> |

| BENEFITS                        |               |
|---------------------------------|---------------|
| 15-01 SOCIAL SECURITY           | 15,581        |
| 15-02 EMPLOYEES' RETIREMENT     | 28,514        |
| 15-03 GROUP INSURANCE           | 24,455        |
| 15-04 WORKER'S COMP INSURANCE   | 17,969        |
| 15-06 TRAVEL & SCHOOL           | 950           |
| 15-07 UNIFORMS                  | 1,300         |
| 15-13 LIFE                      | 608           |
| 15-14 DENTAL                    | 2,512         |
| 15-20 OVERHEAD HEALTH CARE COST | 1,215         |
| <b>TOTAL BENEFITS</b>           | <b>93,104</b> |

| MATERIALS & SUPPLIES                  |               |
|---------------------------------------|---------------|
| 20-41 SUPPLIES                        | 28,000        |
| 20-63 FLEET FUEL                      | 11,120        |
| 20-64 FLEET PARTS                     | 26,645        |
| 20-65 FLEET LABOR                     | 17,188        |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>82,953</b> |

| OTHER SERVICES                    |               |
|-----------------------------------|---------------|
| 30-22 PWA REIMBURSEMENT           | 39,796        |
| 30-40 CONTRACTUAL                 | 8,000         |
| 30-85 INSURANCE-FIRE, THEFT, LIAB | 2,163         |
| <b>TOTAL OTHER SERVICES</b>       | <b>49,959</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 469,689**

(CONTINUED)

**FUND: CAPITAL DRAINAGE (060)**  
**DEPARTMENT: DRAINAGE IMPROVEMENTS (072)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
**PAGE TWO**

| <u>PERMANENT STAFFING</u> | <u>FY 18-19</u> | <u>FY 17-18</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  
 2018-19 - 3.75

**CAPITAL OUTLAY FY 18-19**

|                                       |               |
|---------------------------------------|---------------|
| 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 17-18 ESTIMATED ACTUAL**

|                                |               |
|--------------------------------|---------------|
| Trackhoe (1st of 5 yr funding) | 40,000        |
| Pickup                         | 20,000        |
| Equipment Trailer              | 17,343        |
| <b>TOTAL</b>                   | <b>77,343</b> |

**CONTRACTUAL (30-40) FY 18-19**

|                  |              |
|------------------|--------------|
| Tree Maintenance | 8,000        |
| <b>TOTAL</b>     | <b>8,000</b> |

**FUND: GENERAL (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.

**2018-2019 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.

FUND: STORM WATER QUALITY (061)  
DEPARTMENT: STORM WATER QUALITY (61)  
DEPARTMENT HEAD: VAUGHN SULLIVAN

| EXPENDITURES         | ACTUAL         | AMENDED             | ESTIMATED           | BUDGET              |
|----------------------|----------------|---------------------|---------------------|---------------------|
|                      | 2016-2017      | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| PERSONAL SERVICES    | 308,024        | 330,495             | 296,651             | 311,288             |
| BENEFITS             | 143,851        | 155,047             | 135,866             | 149,278             |
| MATERIALS & SUPPLIES | 74,613         | 93,891              | 71,501              | 76,208              |
| OTHER SERVICES       | 158,404        | 184,114             | 176,351             | 195,154             |
| CAPITAL OUTLAY       | 6,120          | 404,945             | 404,945             | 51,100              |
| TRANSFERS OUT        | 41,907         | 66,908              | 66,908              | 41,907              |
| <b>TOTAL</b>         | <b>732,918</b> | <b>1,235,400</b>    | <b>1,152,222</b>    | <b>824,935</b>      |

| REVENUES             | ACTUAL         | AMENDED             | ESTIMATED           | BUDGET              |
|----------------------|----------------|---------------------|---------------------|---------------------|
|                      | 2016-2017      | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
| LICENSES & PERMITS   | 5,835          | 7,129               | 5,593               | 7,110               |
| CHARGES FOR SERVICES | 735,022        | 737,644             | 738,421             | 741,694             |
| INTEREST             | 16,266         | 14,347              | 16,955              | 17,505              |
| MISCELLANEOUS        | 136            | -                   | 644                 | 410                 |
| TRANSFERS IN         | 802            | 832                 | 832                 | -                   |
| <b>TOTAL</b>         | <b>758,061</b> | <b>759,952</b>      | <b>762,445</b>      | <b>766,719</b>      |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES  | FUND<br>BALANCE |
|----------------------------|---------------------|----------|-----------|-----------------|
| 6/30/2015                  | 884,424             | 758,655  | 724,668   | 918,411         |
| 6/30/2016                  | 918,411             | 758,061  | 732,918   | 943,554         |
| 6/30/2017                  | 943,554             | 762,445  | 1,152,222 | 553,777         |
| 6/30/2018                  | 553,777             | 766,719  | 824,935   | 495,561         |

Excludes Capital Outlay & Transfers Out (36,596) 5% Reserve  
458,964

|                         | 2016   | 2017   | EST 2018 | BUDGET 2019 |
|-------------------------|--------|--------|----------|-------------|
| CHARGES TO OTHER CITIES | 32,182 | 33,112 | 32,998   | 32,476      |

FINAL BUDGET 2018-2019

| PERSONAL SERVICES              |                |
|--------------------------------|----------------|
| 10-01 SALARIES                 | 279,775        |
| 10-02 WAGES                    | 10,000         |
| 10-03 OVERTIME                 | 5,000          |
| 10-07 ALLOWANCES               | 1,288          |
| 10-10 LONGEVITY                | 4,254          |
| 10-11 SL BUYBACK               | 1,610          |
| 10-12 VL BUYBACK               | 804            |
| 10-13 PDO BUYBACK              | 348            |
| 10-14 SICK LEAVE INCENTIVE     | 3,030          |
| 10-19 ON CALL                  | 4,100          |
| 10-95 SALARY ADJUSTMENT        | 1,079          |
| <b>TOTAL PERSONAL SERVICES</b> | <b>311,288</b> |

| BENEFITS                        |                |
|---------------------------------|----------------|
| 15-01 SOCIAL SECURITY           | 23,814         |
| 15-02 EMPLOYEES' RETIREMENT     | 42,180         |
| 15-03 GROUP INSURANCE           | 46,156         |
| 15-04 WORKER'S COMP INSURANCE   | 12,608         |
| 15-06 TRAVEL & SCHOOL           | 10,000         |
| 15-07 UNIFORMS                  | 3,605          |
| 15-13 LIFE                      | 863            |
| 15-14 DENTAL                    | 4,909          |
| 15-20 OVERHEAD HEALTH CARE COST | 1,727          |
| 15-98 RETIREE INSURANCE         | 3,416          |
| <b>TOTAL BENEFITS</b>           | <b>149,278</b> |

| MATERIALS & SUPPLIES                  |               |
|---------------------------------------|---------------|
| 20-34 MAINTENANCE OF EQUIPMENT        | 4,500         |
| 20-41 SUPPLIES                        | 26,650        |
| 20-49 CHEMICALS                       | 9,000         |
| 20-63 FLEET FUEL                      | 7,027         |
| 20-64 FLEET PARTS                     | 17,064        |
| 20-65 FLEET LABOR                     | 11,967        |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>76,208</b> |

(CONTINUED)

**FUND: STORM WATER QUALITY (061)**  
**DEPARTMENT: STORM WATER QUALITY (61)**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**  
**PAGE TWO**

| PERMANENT STAFFING             | FY 18-19    | FY 17-18    |
|--------------------------------|-------------|-------------|
| Storm Water Manager            | 0.5         | 0.5         |
| 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>5.33</b> |

| SEASONAL STAFFING         | FY 18-19 | FY 17-18 |
|---------------------------|----------|----------|
| 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

**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  
2018-19 - 5.33

| <b>OTHER SERVICES &amp; CHARGES</b>       |                |
|-------------------------------------------|----------------|
| 30-01 UTILITIES & COMMUNICATIONS          | 12,000         |
| 30-21 SURPLUS PROPERTY                    | 1,066          |
| 30-22 PWA REIMBURSEMENT                   | 57,979         |
| 30-23 UPKEEP REAL PROPERTY                | 10,500         |
| 30-40 CONTRACTUAL                         | 67,450         |
| 30-43 HARDWARE/SOFTWARE                   | 350            |
| 30-49 CREDIT CARD FEES                    | 3,000          |
| 30-72 MEMBERSHIPS & SUBSCRIPTIONS         | 2,400          |
| 30-85 INSURANCE - FIRE, THEFT, LIAB       | 39,742         |
| 30-86 ANNUAL AUDIT                        | 667            |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>195,154</b> |

| <b>CAPITAL OUTLAY</b>       |               |
|-----------------------------|---------------|
| 40-01 VEHICLES              | 40,000        |
| 40-02 EQUIPMENT             | 6,000         |
| 40-49 COMPUTERS             | 5,100         |
| <b>TOTAL CAPITAL OUTLAY</b> | <b>51,100</b> |

| <b>TRANSFERS OUT</b>          |               |
|-------------------------------|---------------|
| 80-33 TRANSFERS (GENERAL 010) | 41,907        |
| <b>TOTAL TRANSFERS OUT</b>    | <b>41,907</b> |

**TOTAL DEPARTMENT REQUEST** 824,935

**CAPITAL OUTLAY FY 18-19**

|                  |               |
|------------------|---------------|
| WQ Meter         | 6,000         |
| Street Sweeper   | 40,000        |
| Desktop Computer | 1,200         |
| Desktop Computer | 1,200         |
| Desktop Computer | 1,200         |
| Laptop Computer  | 1,500         |
| <b>TOTAL</b>     | <b>51,100</b> |

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                           |                |
|---------------------------|----------------|
| STREET SWEEPER 1ST YR     | 250,000        |
| TRAY SEALER               | 5,650          |
| AEROSOLVE 360             | 1,645          |
| TRAILER WARNING LIGHTS    | 3,000          |
| 2 24" DRAIN BASINS AT PWA | 5,050          |
| HHW PERMANENT BLDG        | 100,000        |
| ACCESS POINTS             | 9,000          |
| FENCING HHW BLDG          | 13,500         |
| I-PADS                    | 3,050          |
| LAPTOP COMPUTER           | 1,000          |
| TABLET COMPUTERS          | 3,050          |
| CITY WORKS DATABASE       | 10,000         |
| <b>TOTAL</b>              | <b>404,945</b> |

**CONTRACTUAL (30-40) FY 18-19**

|                                       |               |
|---------------------------------------|---------------|
| 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        |
| Unifirst - Mats, rugs, and lab towels | 500           |
| Billing Inserts                       | 4,000         |
| <b>TOTAL</b>                          | <b>67,450</b> |

**FUND: ENTERPRISE 061**  
**DEPARTMENT: STORMWATER QUALITY 61**

**SIGNIFICANT EXPENDITURE CHANGES:**  
N.A.

**STAFFING/PROGRAMS**

During the past fiscal year, 2017-18 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

**2018-2019 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         | AMENDED BUDGET | ESTIMATED ACTUAL | BUDGET         |
|----------------|----------------|----------------|------------------|----------------|
|                | 2016-2017      | 2017-2018      | 2017-2018        | 2018-2019      |
| OTHER SERVICES | 2,023          | 3,000          | 2,596            | 3,000          |
| CAPITAL OUTLAY | 135,416        | 838,774        | 838,774          | 400,000        |
| TRANSFERS OUT  | 350,000        | 93,817         | 93,817           | -              |
| <b>TOTAL</b>   | <b>487,439</b> | <b>935,591</b> | <b>935,187</b>   | <b>403,000</b> |

| REVENUES             | ACTUAL         | AMENDED BUDGET | ESTIMATED ACTUAL | BUDGET         |
|----------------------|----------------|----------------|------------------|----------------|
|                      | 2016-2017      | 2017-2018      | 2017-2018        | 2018-2019      |
| LICENSES & PERMITS   | 8,250          | 9,892          | 10,370           | 10,207         |
| CHARGES FOR SERVICES | 440,063        | 433,981        | 446,458          | 438,903        |
| INTEREST             | 7,802          | 6,893          | 10,870           | 11,907         |
| MISCELLANEOUS        | -              | 46,194         | 46,194           | -              |
| <b>TOTAL</b>         | <b>456,115</b> | <b>496,960</b> | <b>513,892</b>   | <b>461,017</b> |

| BUDGETARY FUND BALANCE: | BUDGET FUND BAL. | REVENUES | EXPENSES | FUND BALANCE |                 |
|-------------------------|------------------|----------|----------|--------------|-----------------|
| 6/30/2015               | 864,897          | 460,934  | 858,627  | 467,204      | 6/30/2016       |
| 6/30/2016               | 467,204          | 456,115  | 487,439  | 435,880      | 6/30/2017       |
| 6/30/2017               | 435,880          | 513,892  | 935,187  | 14,585       | 6/30/2018 - EST |
| 6/30/2018               | 14,585           | 461,017  | 403,000  | 72,602       | 6/30/2019 - EST |

**FINAL BUDGET 2018-2019**

|                                           |              |
|-------------------------------------------|--------------|
| <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      | 40,000         |
| 40-08 CONTINGENCIES         | 360,000        |
| <b>TOTAL CAPITAL OUTLAY</b> | <b>400,000</b> |

**TOTAL DEPARTMENT REQUEST 403,000**

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                                         |                |
|-----------------------------------------|----------------|
| Booster Station Comm Line               | 77,909         |
| Exterior Paint - Water Plant Tower      | 80,000         |
| Ceiling in Filter Bay                   | 95,000         |
| Engineering for East Side Water         | 450,000        |
| Sooner Rose 3 Water Distribution System | 135,865        |
| <b>TOTAL</b>                            | <b>838,774</b> |

**CAPITAL OUTLAY FY 18-19**

|                                      |                |
|--------------------------------------|----------------|
| Exterior paint for Water Plant Tower | 40,000         |
| Projects to be Approved by Trustees  | 360,000        |
| <b>TOTAL</b>                         | <b>400,000</b> |

**FUND: CONSTRUCTION LOAN PMT (178)**  
**DEPARTMENT: DEBT SERVICE (42)**  
**DEPARTMENT HEAD: GUY HENSON**

| EXPENDITURES   | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------|---------------------|--------------------------------|----------------------------------|---------------------|
| OTHER SERVICES | 3,294               | 4,000                          | 4,000                            | 4,500               |
| CAPITAL OUTLAY | 623,949             | 2,404,141                      | 2,404,141                        | 750,000             |
| <b>TOTAL</b>   | <b>627,242</b>      | <b>2,408,141</b>               | <b>2,408,141</b>                 | <b>754,500</b>      |

| REVENUES             | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| CHARGES FOR SERVICES | 692,870             | 681,966                        | 698,367                          | 695,619             |
| INTEREST             | 36,954              | 31,442                         | 42,484                           | 45,191              |
| <b>TOTAL</b>         | <b>729,824</b>      | <b>713,408</b>                 | <b>740,851</b>                   | <b>740,810</b>      |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES  | FUND<br>BALANCE |                 |
|----------------------------|---------------------|----------|-----------|-----------------|-----------------|
|                            | 1,694,117           | 716,576  | 465,975   | 1,944,719       | 6/30/2015       |
|                            | 1,944,719           | 729,824  | 627,242   | 2,047,301       | 6/30/2016       |
|                            | 2,047,301           | 740,851  | 2,408,141 | 380,011         | 6/30/2017       |
|                            | 380,011             | 740,810  | 754,500   | 366,321         | 6/30/2018 - EST |
|                            |                     |          |           |                 | 6/30/2019 - EST |

**FINAL BUDGET 2018-2019**

|                                           |                |
|-------------------------------------------|----------------|
| <b>OTHER SERVICES &amp; CHARGES</b>       |                |
| 30-49 CREDIT CARD FEES                    | 4,500          |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>4,500</b>   |
| <b>CAPITAL OUTLAY</b>                     |                |
| 40-08 CONTINGENCIES                       | 750,000        |
| <b>TOTAL CAPITAL OUTLAY</b>               | <b>750,000</b> |
| <b>TOTAL DEPARTMENT REQUEST</b>           | <b>754,500</b> |

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                                       |                  |
|---------------------------------------|------------------|
| SE 15 St Widening Relocate            | 122,090          |
| Eastside Booster Ph 1                 | 550,000          |
| NE 23rd Water Line Ext                | 425,000          |
| Roofs at Water Plant                  | 134,000          |
| Rehab 2 Wells                         | 100,000          |
| Eastside Dist IMP Ph 4                | 181,639          |
| Blueridge Water Line Replacement      | 16,810           |
| SE 29th Loop between Douglas and Post | 250,000          |
| Mead Dr Loop between 15th and Post    | 99,602           |
| N Oaks Water Line                     | 75,000           |
| Eastside Booster St Ph 1              | 450,000          |
| <b>TOTAL</b>                          | <b>2,404,141</b> |

**CAPITAL OUTLAY FY 18-19**

|                                     |                |
|-------------------------------------|----------------|
| Projects to be Approved by Trustees | 750,000        |
| <b>TOTAL</b>                        | <b>750,000</b> |

FUND: SEWER BACKUP (184)  
 DEPARTMENT: SEWER BACKUP CLAIMS (43)  
 DEPARTMENT HEAD: TIM LYON

FINAL BUDGET 2018-2019

OTHER SERVICES & CHARGES  
 30-02 CLAIMS-COUNCIL APPROVED 15,000  
 TOTAL OTHER SERVICES & CHARGES 15,000

| EXPENDITURES   | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------|---------------------|--------------------------------|----------------------------------|---------------------|
| OTHER SERVICES | 2,725               | 15,500                         | 8,245                            | 15,000              |
| TOTAL          | 2,725               | 15,500                         | 8,245                            | 15,000              |

TOTAL DEPARTMENT REQUEST 15,000

| REVENUES             | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| CHARGES FOR SERVICES | 1                   | -                              | 1                                | -                   |
| INTEREST             | 1,480               | 1,268                          | 1,474                            | 1,508               |
| TOTAL                | 1,481               | 1,268                          | 1,475                            | 1,508               |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES | FUND<br>BALANCE |                 |
|----------------------------|---------------------|----------|----------|-----------------|-----------------|
| 6/30/2015                  | 80,681              | 1,825    | 1,466    | 81,039          | 6/30/2016       |
| 6/30/2016                  | 81,039              | 1,481    | 2,725    | 79,795          | 6/30/2017       |
| 6/30/2017                  | 79,795              | 1,475    | 8,245    | 73,025          | 6/30/2018 - EST |
| 6/30/2018                  | 73,025              | 1,508    | 15,000   | 59,533          | 6/30/2019 - 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

FINAL BUDGET 2018-2019

| EXPENDITURES        | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|---------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| CAPITAL OUTLAY      | 142,784             | 83,521                         | 83,521                           | 30,000              |
| TRANSFERS OUT (250) | 1,297,289           | 1,282,329                      | 1,249,142                        | 1,249,006           |
| <b>TOTAL</b>        | <b>1,440,073</b>    | <b>1,365,850</b>               | <b>1,332,663</b>                 | <b>1,279,006</b>    |

|                                             |                  |
|---------------------------------------------|------------------|
| TRANSFERS OUT                               |                  |
| 80-50 TRANSFERS OUT (250 ) for Debt Service | 1,249,006        |
| <b>TOTAL TRANSFERS OUT</b>                  | <b>1,249,006</b> |

|                             |               |
|-----------------------------|---------------|
| CAPITAL OUTLAY              |               |
| 40-05 UTILITY PROPERTY      | 30,000        |
| <b>TOTAL CAPITAL OUTLAY</b> | <b>30,000</b> |

**TOTAL DEPARTMENT REQUEST** 1,279,006

| REVENUES             | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| CHARGES FOR SERVICES | 1,388,985           | 1,379,580                      | 1,410,279                        | 1,394,008           |
| INTEREST             | 74,826              | 51,572                         | 37,353                           | 25,830              |
| INTEREST-TIF LOAN    | 1,104               | -                              | -                                | -                   |
| <b>TOTAL</b>         | <b>1,464,915</b>    | <b>1,431,152</b>               | <b>1,447,632</b>                 | <b>1,419,838</b>    |

ESTIMATED FUND BALANCE RESERVE FROM SEWER FEE

|                             |                  |
|-----------------------------|------------------|
| 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           | 91,696           |
| Fiscal Year 17-18 Estimated | 161,137          |
| Fiscal Year 18-19 Estimated | 145,002          |
| <b>TOTAL</b>                | <b>1,429,607</b> |

OUTSTANDING PRINCIPAL ON TIF LOAN

|                             |           |
|-----------------------------|-----------|
| 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 | -         |

CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL

|                          |               |
|--------------------------|---------------|
| Engineering Sewer Plant  | 5,722         |
| Sewer Plant Construction | 28,906        |
| Biosolids Comp Facility  | 38,360        |
| SCADA Software for Plant | 10,533        |
| <b>TOTAL</b>             | <b>83,521</b> |

CAPITAL OUTLAY FY 18-19

|              |               |
|--------------|---------------|
| Slide Gate   | 30,000        |
| <b>TOTAL</b> | <b>30,000</b> |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES  | EXPENSES  | FUND<br>BALANCE                      |                 |
|----------------------------|---------------------|-----------|-----------|--------------------------------------|-----------------|
| 6/30/2015                  | 4,652,015           | 1,550,630 | 3,101,610 | 3,101,034                            | 6/30/2016       |
| 6/30/2016                  | 3,101,034           | 1,464,915 | 1,440,073 | 3,125,876                            | 6/30/2017       |
| 6/30/2017                  | 3,125,876           | 1,447,632 | 1,332,663 | 3,240,845                            | 6/30/2018 - EST |
| 6/30/2018                  | 3,240,845           | 1,419,838 | 1,279,006 | 3,381,677                            | 6/30/2019 - EST |
|                            |                     |           |           | <i>Sewer Fee</i> (1,429,607) Reserve |                 |
|                            |                     |           |           | <u>1,952,070</u>                     |                 |

FUND: UTILITY SERVICES (187)  
DEPARTMENT: CITY CLERK (50) UTILITY SERVICES  
DEPARTMENT HEAD: SARA HANCOCK

FINAL BUDGET 2018-2019

| EXPENDITURES         | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| PERSONAL SERVICES    | 542,788             | 569,907                        | 555,746                          | 578,503             |
| BENEFITS             | 203,153             | 235,413                        | 227,087                          | 242,412             |
| MATERIALS & SUPPLIES | 30,196              | 38,034                         | 28,199                           | 37,520              |
| OTHER SERVICES       | 155,639             | 173,588                        | 173,588                          | 192,354             |
| CAPITAL OUTLAY       | 5,866               | 12,241                         | 12,241                           | 9,820               |
| TRANSFERS OUT        | 167,958             | 281,576                        | 281,576                          | -                   |
| <b>TOTAL</b>         | <b>1,105,600</b>    | <b>1,310,759</b>               | <b>1,278,437</b>                 | <b>1,060,609</b>    |

| REVENUES             | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|----------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| CHARGES FOR SERVICES | 1,067,533           | 1,031,888                      | 1,093,939                        | 1,074,279           |
| INTEREST             | 6,034               | 5,727                          | 6,013                            | 6,129               |
| MISCELLANEOUS        | 117,210             | 43,380                         | 86,760                           | -                   |
| TRANSFERS IN         | 1,429               | 1,053                          | 1,053                            | -                   |
| <b>TOTAL</b>         | <b>1,192,206</b>    | <b>1,082,048</b>               | <b>1,187,765</b>                 | <b>1,080,408</b>    |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES  | EXPENSES  | FUND<br>BALANCE |                 |
|----------------------------|---------------------|-----------|-----------|-----------------|-----------------|
| 6/30/2015                  | 384,521             | 1,122,260 | 1,066,451 | 440,330         | 6/30/2016       |
| 6/30/2016                  | 440,330             | 1,192,206 | 1,105,600 | 526,936         | 6/30/2017       |
| 6/30/2017                  | 526,936             | 1,187,765 | 1,278,437 | 436,264         | 6/30/2018 - EST |
| 6/30/2018                  | 436,264             | 1,080,408 | 1,060,609 | 456,063         | 6/30/2019 - EST |

Excludes Transfers Out & Capital Outlay  
(52,539) 5% Reserve  
403,524

| PERSONAL SERVICES              |                |
|--------------------------------|----------------|
| 10-01 SALARIES                 | 541,137        |
| 10-03 OVERTIME                 | 2,000          |
| 10-07 ALLOWANCES               | 2,670          |
| 10-10 LONGEVITY                | 15,110         |
| 10-11 SL BUYBACK               | 3,495          |
| 10-12 VL BUYBACK               | 2,341          |
| 10-13 PDO BUYBACK              | 2,762          |
| 10-14 SICK LEAVE INCENTIVE     | 6,900          |
| 10-95 1X SALARY ADJUSTMENT     | 2,088          |
| <b>TOTAL PERSONAL SERVICES</b> | <b>578,503</b> |

| BENEFITS                        |                |
|---------------------------------|----------------|
| 15-01 SOCIAL SECURITY           | 44,255         |
| 15-02 EMPLOYEES' RETIREMENT     | 80,990         |
| 15-03 GROUP INSURANCE           | 80,436         |
| 15-04 WORKER'S COMP INSURANCE   | 5,265          |
| 15-06 TRAVEL & SCHOOL           | 8,788          |
| 15-07 UNIFORMS                  | 1,794          |
| 15-13 LIFE                      | 1,985          |
| 15-14 DENTAL                    | 8,042          |
| 15-20 OVERHEAD HEALTH CARE COST | 4,146          |
| 15-98 RETIREE INSURANCE         | 6,710          |
| <b>TOTAL BENEFITS</b>           | <b>242,412</b> |

| MATERIALS & SUPPLIES                  |               |
|---------------------------------------|---------------|
| 20-34 MAINTENANCE OF EQUIPMENT        | 3,411         |
| 20-35 SMALL TOOLS & EQUIPMENT         | 500           |
| 20-41 SUPPLIES                        | 15,000        |
| 20-63 FLEET FUEL                      | 7,730         |
| 20-64 FLEET PARTS                     | 4,380         |
| 20-65 FLEET LABOR                     | 6,499         |
| <b>TOTAL MATERIALS &amp; SUPPLIES</b> | <b>37,520</b> |

(CONTINUED)

**FUND: UTILITY SERVICES (187)**  
**DEPARTMENT: CITY CLERK (50) UTILITY SERVICES**  
**DEPARTMENT HEAD: SARA HANCOCK**  
**PAGE TWO**

| PERMANENT STAFFING          | FY 18-19     | FY 17-18     |
|-----------------------------|--------------|--------------|
| 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         | 0.25         |
| <b>TOTAL</b>                | <b>12.25</b> | <b>12.25</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  
2018-19 - 12.25

*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 18-19**

|                             |                |
|-----------------------------|----------------|
| Shred Bin                   | 200            |
| BOK Lockbox Fees            | 8,500          |
| Ads - Employment Testing    | 1,000          |
| Sunguard                    | 5,300          |
| Billing - Outsource         | 150,000        |
| Click to Gov Server Changes | 18,000         |
| <b>TOTAL</b>                | <b>183,000</b> |

**OTHER SERVICES & CHARGES**

|                                           |                |
|-------------------------------------------|----------------|
| 30-40 CONTRACTUAL                         | 183,000        |
| 30-43 HARDWARE/SOFTWARE MAINTENANCE       | 4,143          |
| 30-49 CREDIT CARD FEES                    | 2,554          |
| 30-72 MEMBERSHIPS/SUBSCRIPTIONS           | 303            |
| 30-85 INSURANCE/FIRE, THEFT, LIAB         | 2,354          |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>192,354</b> |

**CAPITAL OUTLAY**

|                                 |                  |
|---------------------------------|------------------|
| 40-02 EQUIPMENT                 | 3,820            |
| 40-49 COMPUTERS                 | 6,000            |
| <b>TOTAL CAPITAL OUTLAY</b>     | <b>9,820</b>     |
| <b>TOTAL DEPARTMENT REQUEST</b> | <b>1,060,609</b> |

**CAPITAL OUTLAY FY 18-19**

|                                                 |              |
|-------------------------------------------------|--------------|
| Computers                                       | 6,000        |
| 3 Global Malaga High Back Multi-Function Chairs | 1,650        |
| HON Ignition Task Stool                         | 370          |
| Receipt Printer                                 | 900          |
| Canon DR-3010C Duplex Scanner                   | 900          |
| <b>TOTAL</b>                                    | <b>9,820</b> |

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                             |               |
|-----------------------------|---------------|
| Copier/Printer              | 350           |
| Scanner                     | 301           |
| Printer for Billing Reports | 2,500         |
| 3 High Back Chairs          | 1,650         |
| Wireless Headset            | 320           |
| 4 Handheld Radios           | 6,400         |
| Lobby Chairs                | 720           |
| <b>TOTAL</b>                | <b>12,241</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 2017-2018, 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 2017-2018, 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.

## **2018-2019 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. Implement effective strategies to ensure customer receives solutions to issues involving their bills.
6. Continue to promote online e-forms to help provide efficient customer service.
7. Work with meter department to ensure any billing issues are resolved in a timely manner.
8. Continue to cross train customer service clerks to be efficient in all areas of department.

### **Meter Reading Division:**

1. Continue to complete approximately 1,600 work orders a month on a daily basis as needed in a timely and accurate manner.
2. Continue to have a professional work relationship with the public.
3. Continue to have good work relationship with customer service.
4. Implement new meter reading technologies to increase efficiency and accuracy.
5. Continue to train staff in all areas of meter reading to include office and computer work.
6. Make repairs to all Iperls as needed.
7. Continue to work on beta testing of allys.



**FUND: CAPITAL SEWER (188) (STROTHMANN FUND)**  
**DEPARTMENT: SEWER IMPROVEMENTS**  
**DEPARTMENT HEAD: VAUGHN SULLIVAN**

| EXPENDITURES   | ACTUAL         | AMENDED             | ESTIMATED           | BUDGET         |
|----------------|----------------|---------------------|---------------------|----------------|
|                | 2016-2017      | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | 2018-2019      |
| OTHER SERVICES | 52,774         | 52,300              | 51,803              | 52,300         |
| CAPITAL OUTLAY | 127,731        | 281,025             | 281,025             | 443,500        |
| TRANSFER OUT   | 140,000        | 50,000              | 50,000              | -              |
| <b>TOTAL</b>   | <b>320,505</b> | <b>383,325</b>      | <b>382,828</b>      | <b>495,800</b> |

| REVENUES             | ACTUAL         | AMENDED             | ESTIMATED           | BUDGET         |
|----------------------|----------------|---------------------|---------------------|----------------|
|                      | 2016-2017      | BUDGET<br>2017-2018 | ACTUAL<br>2017-2018 | 2018-2019      |
| LICENSES & PERMITS   | 6,825          | 8,283               | 9,548               | 9,108          |
| CHARGES FOR SERVICES | 388,620        | 394,325             | 400,592             | 397,722        |
| INTEREST             | 2,861          | 3,813               | 4,774               | 5,823          |
| <b>TOTAL</b>         | <b>398,306</b> | <b>406,421</b>      | <b>414,914</b>      | <b>412,653</b> |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES | EXPENSES | FUND<br>BALANCE |
|----------------------------|---------------------|----------|----------|-----------------|
| 6/30/2015                  | 166,194             | 415,704  | 538,925  | 42,973          |
| 6/30/2016                  | 42,973              | 398,306  | 320,505  | 120,774         |
| 6/30/2017                  | 120,774             | 414,914  | 382,828  | 152,860         |
| 6/30/2018                  | 152,860             | 412,653  | 495,800  | 69,713          |

**FINAL BUDGET 2018-2019**

| <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>       |                |
|-----------------------------|----------------|
| 40-01 VEHICLES              | 108,000        |
| 40-02 EQUIPMENT             | 135,500        |
| 40-08 CONTINGENCIES         | 200,000        |
| <b>TOTAL CAPITAL OUTLAY</b> | <b>443,500</b> |

**TOTAL DEPARTMENT REQUEST** **495,800**

**CAPITAL OUTLAY FY 17-18 ESTIMATED ACTUAL**

|                                           |                |
|-------------------------------------------|----------------|
| 16 Security Cameras                       | 35,000         |
| IT Upgrade at WWTP                        | 30,000         |
| 2 Submersible Pumps                       | 100,000        |
| Boiler & Flare System                     | 55,000         |
| Hiwassee/15th Lift Station                | 45,000         |
| Sooner Rose 3 Sanitary Sewer Improvements | 16,025         |
| <b>TOTAL</b>                              | <b>281,025</b> |

**CAPITAL OUTLAY FY 18-19**

|                                                  |                |
|--------------------------------------------------|----------------|
| 1/2 Ton Pickup                                   | 33,000         |
| Dual Axle Dump Truck (1/2 funding from Fund 191) | 75,000         |
| Walk In Incubator                                | 40,000         |
| Trailer Mounted Flusher                          | 70,000         |
| Sewer Line Rapid Assessment Tool                 | 25,500         |
| Projects to be Approved by Trustees              | 200,000        |
| <b>TOTAL</b>                                     | <b>443,500</b> |

**CONTRACTUAL (30-40) FY 18-19**

|                            |               |
|----------------------------|---------------|
| Chemical Pipe Root Control | 50,000        |
| <b>TOTAL</b>               | <b>50,000</b> |

FUND: UTILITIES CAPITAL OUTLAY (189)  
 DEPARTMENT: CAPITAL OUTLAY  
 DEPARTMENT HEAD: GUY HENSON

| EXPENDITURES              | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|---------------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| OTHER SERVICES AND CHARGE | -                   | 250,000                        | -                                | 250,000             |
| CAPITAL OUTLAY            | 626,740             | 499,790                        | 499,790                          | -                   |
| DEBT SERVICE              | 167,958             | 167,960                        | 167,960                          | 167,958             |
| <b>TOTAL</b>              | <b>794,698</b>      | <b>917,750</b>                 | <b>667,750</b>                   | <b>417,958</b>      |

| REVENUES     | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|--------------|---------------------|--------------------------------|----------------------------------|---------------------|
| INTEREST     | 27,874              | 20,754                         | 35,804                           | 282,000             |
| TRANSFER IN  | 797,660             | 738,576                        | 738,576                          | 624,958             |
| <b>TOTAL</b> | <b>825,534</b>      | <b>759,330</b>                 | <b>774,380</b>                   | <b>906,958</b>      |

FY 18-19 - Municipal Authority began receiving interest on Sooner Town Center loan.

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES  | EXPENSES | FUND<br>BALANCE |                 |
|----------------------------|---------------------|-----------|----------|-----------------|-----------------|
| 6/30/2015                  | (129,021)           | 2,361,370 | 657,011  | 1,575,338       | 6/30/2016       |
| 6/30/2016                  | 1,575,338           | 825,534   | 794,698  | 1,606,174       | 6/30/2017       |
| 6/30/2017                  | 1,606,174           | 774,380   | 667,750  | 1,712,804       | 6/30/2018 - EST |
| 6/30/2018                  | 1,712,804           | 906,958   | 417,958  | 2,201,804       | 6/30/2019 - EST |

**TRANSFERS IN DETAIL**

|                                   |                |
|-----------------------------------|----------------|
| Sanitation (190) Transfer Station | 457,000        |
| Water (191) Debt Service AMRS     | 167,958        |
| <b>TOTAL</b>                      | <b>624,958</b> |

**FINAL BUDGET 2018-2019**

| SANITATION (41)                                    |                |
|----------------------------------------------------|----------------|
| <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> |

| UTILITY SERVICES (50)           |                |
|---------------------------------|----------------|
| <b>DEBT SERVICE</b>             |                |
| 70-01 PRINCIPAL PAYMENT (AMRS)  | 129,443        |
| 71-01 INTEREST (AMRS)           | 38,515         |
| <b>TOTAL DEBT SERVICE</b>       | <b>167,958</b> |
| <b>TOTAL DEPARTMENT REQUEST</b> | <b>167,958</b> |
| <b>TOTAL FUND REQUEST</b>       | <b>417,958</b> |

(CONTINUED)

**FUND: UTILITIES CAPITAL OUTLAY (189)**  
**DEPARTMENT: CAPITAL OUTLAY**  
**DEPARTMENT HEAD: GUY HENSON**  
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**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 191, Water for FY 18-19 & Utility Services paid debt service in prior year.

**NOTE: TRANSFER STATION funding is being set aside from a rate increase to Sanitation. To date, transfers from Fund 190 total \$1,267,612 (\$390,354 - FY 15-16, \$420,258 - FY 16-17, and \$457,000 - FY 17-18). \$457,000 has been budgeted to be transferred in from Fund 190 for FY 18-19. 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 6-30-17 |                                      |                        |                       |                      |
|--------------------------------|--------------------------------------|------------------------|-----------------------|----------------------|
| DIVISION/DEPT                  | 6/30/16 FUND REVENUES & EST. BALANCE | 6/30/17 FUND TRANSFERS | 6/30/17 FUND EXPENSES | 6/30/17 FUND BALANCE |
| GENERAL GOVT - CNG             | 354,100                              | 209,444                | 563,242               | 302                  |
| INTEREST                       | -                                    | 27,874                 | -                     | 27,874               |
| SANITATION - TRANS STATION     | 390,354                              | 420,258                | -                     | 810,612              |
| UTILITY SERVICES - AMRS        | 830,884                              | -                      | 63,498                | 767,386              |
| DEBT SERVICE                   | -                                    | 167,958                | 167,958               | -                    |
|                                | <u>1,575,338</u>                     | <u>825,534</u>         | <u>794,698</u>        | <u>1,606,174</u>     |

| FUND BALANCE ESTIMATED ACTUAL AT 6-30-18 |                                      |                        |                       |                      |
|------------------------------------------|--------------------------------------|------------------------|-----------------------|----------------------|
| DIVISION/DEPT                            | 6/30/17 FUND REVENUES & EST. BALANCE | 6/30/18 FUND TRANSFERS | 6/30/18 FUND EXPENSES | 6/30/18 FUND BALANCE |
| GENERAL GOVT - CNG                       | 302                                  | -                      | -                     | 302                  |
| INTEREST                                 | 27,874                               | 35,804                 | -                     | 63,678               |
| SANITATION - TRANS STATION               | 810,612                              | 457,000                | -                     | 1,267,612            |
| UTILITY SERVICES - AMRS                  | 767,386                              | 113,616                | 499,790               | 381,212              |
| DEBT SERVICE                             | -                                    | 167,960                | 167,960               | -                    |
|                                          | <u>1,606,174</u>                     | <u>774,380</u>         | <u>667,750</u>        | <u>1,712,804</u>     |

| FUND BALANCE ESTIMATED ACTUAL AT 6-30-19 |                                      |                        |                       |                      |
|------------------------------------------|--------------------------------------|------------------------|-----------------------|----------------------|
| DIVISION/DEPT                            | 6/30/18 FUND REVENUES & EST. BALANCE | 6/30/19 FUND TRANSFERS | 6/30/19 FUND EXPENSES | 6/30/19 FUND BALANCE |
| GENERAL GOVT - CNG                       | 302                                  | -                      | -                     | 302                  |
| INTEREST                                 | 63,678                               | 37,881                 | -                     | 101,559              |
| SANITATION - TRANS STATION               | 1,267,612                            | 457,000                | 250,000               | 1,474,612            |
| UTILITY SERVICES - AMRS                  | 381,212                              | -                      | -                     | 381,212              |
| DEBT SERVICE                             | -                                    | 167,958                | 167,958               | -                    |
| GENERAL GOVT - STC LOAN INT              | -                                    | 244,119                | -                     | 244,119              |
|                                          | <u>1,712,804</u>                     | <u>906,958</u>         | <u>417,958</u>        | <u>2,201,804</u>     |

**FUND: CUSTOMER DEPOSITS (230)**  
**DEPARTMENT: NON-DEPARTMENTAL**  
**DEPARTMENT HEAD: SARA HANCOCK**

**FINAL BUDGET 2018-2019**

| <b>EXPENDITURES</b> | <b>ACTUAL<br/>2016-2017</b> | <b>AMENDED<br/>BUDGET<br/>2017-2018</b> | <b>ESTIMATED<br/>ACTUAL<br/>2017-2018</b> | <b>BUDGET<br/>2018-2019</b> |
|---------------------|-----------------------------|-----------------------------------------|-------------------------------------------|-----------------------------|
| TRANSFERS OUT       | 25,883                      | 32,221                                  | 26,127                                    | 26,592                      |
| <b>TOTAL</b>        | <b>25,883</b>               | <b>32,221</b>                           | <b>26,127</b>                             | <b>26,592</b>               |

|                        |               |
|------------------------|---------------|
| <b>TOTAL TRANSFERS</b> |               |
| 80-91 WATER (FUND 191) | <u>26,592</u> |
| <b>TOTAL TRANSFERS</b> | <b>26,592</b> |

**TOTAL DEPARTMENT REQUEST** 26,592

| <b>REVENUES</b> | <b>ACTUAL<br/>2016-2017</b> | <b>AMENDED<br/>BUDGET<br/>2017-2018</b> | <b>ESTIMATED<br/>ACTUAL<br/>2017-2018</b> | <b>BUDGET<br/>2018-2019</b> |
|-----------------|-----------------------------|-----------------------------------------|-------------------------------------------|-----------------------------|
| INTEREST        | 25,883                      | 32,221                                  | 26,127                                    | 26,592                      |
| <b>TOTAL</b>    | <b>25,883</b>               | <b>32,221</b>                           | <b>26,127</b>                             | <b>26,592</b>               |

FUND: CAPITAL IMPROVEMENTS REVENUE BOND (250)  
DEPARTMENT: DEBT SERVICE (REVENUE BONDS) (42)  
DEPARTMENT HEAD: CHRISTY BARRON

| EXPENDITURES                          | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|---------------------------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| DEBT SERVICE (2011 Series) Hotel/Conf | 1,794,799           | 1,803,425                      | 1,803,425                        | 1,786,525           |
| DEBT SERVICE (2011A Series) Sewer     | 4,708,964           | 4,707,363                      | 4,707,363                        | 4,709,012           |
| DEBT SERVICE (Fiscal Agent Fees)      | 6,000               | 6,000                          | 6,000                            | 6,000               |
| TRANSFER OUT (010)                    | 8,066,558           | 8,224,541                      | 8,182,527                        | 8,205,787           |
| <b>TOTAL</b>                          | <b>14,576,321</b>   | <b>14,741,329</b>              | <b>14,699,315</b>                | <b>14,707,324</b>   |

| REVENUES                | ACTUAL<br>2016-2017 | AMENDED<br>BUDGET<br>2017-2018 | ESTIMATED<br>ACTUAL<br>2017-2018 | BUDGET<br>2018-2019 |
|-------------------------|---------------------|--------------------------------|----------------------------------|---------------------|
| INTEREST                | 4,742               | 3,485                          | 6,609                            | 5,505               |
| TRANSFERS IN:           |                     |                                |                                  |                     |
| Sales Tax (010) General | 8,066,558           | 8,224,541                      | 8,172,869                        | 8,205,787           |
| Sales Tax (340)         | 5,221,540           | 5,242,665                      | 5,268,958                        | 5,273,450           |
| User Fee (186) - Sewer  | 1,297,289           | 1,282,329                      | 1,249,142                        | 1,249,006           |
| <b>TOTAL</b>            | <b>14,590,129</b>   | <b>14,753,020</b>              | <b>14,697,578</b>                | <b>14,733,748</b>   |

| BUDGETARY<br>FUND BALANCE: | BUDGET<br>FUND BAL. | REVENUES   | EXPENSES                                                          | FUND<br>BALANCE              |
|----------------------------|---------------------|------------|-------------------------------------------------------------------|------------------------------|
| 6/30/2015                  | (61,635,836)        | 14,816,724 | 14,806,619                                                        | (61,625,731) 6/30/2016       |
| 6/30/2016                  | (61,625,731)        | 14,590,129 | 14,576,321                                                        | (61,611,923) 6/30/2017       |
| 6/30/2017                  | (61,611,923)        | 14,697,578 | 14,699,315                                                        | (61,613,660) 6/30/2018 - EST |
| 6/30/2018                  | (61,613,660)        | 14,733,748 | 14,707,324                                                        | (61,587,236) 6/30/2019 - EST |
|                            |                     |            | Principle payment reclassified to reduce revenue bond outstanding | 17,060,000                   |
|                            |                     |            |                                                                   | <b>(44,527,236)</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 2018-2019

| DEBT SERVICE                        |                  |
|-------------------------------------|------------------|
| 70-01 PRINCIPAL (2011 BOND SERIES)  | 985,000          |
| 71-01 INTEREST (2011 BOND SERIES)   | 801,525          |
| 70-01 PRINCIPAL (2011A BOND SERIES) | 3,510,000        |
| 71-01 INTEREST (2011A BOND SERIES)  | 1,199,012        |
| 72-02 FISCAL AGENT FEES             | 6,000            |
| <b>TOTAL DEBT SERVICE</b>           | <b>6,501,537</b> |

| TRANSFERS                  |                  |
|----------------------------|------------------|
| 80-33 TRANSFERS OUT (010)  | 8,205,787        |
| <b>TOTAL TRANSFERS OUT</b> | <b>8,205,787</b> |

**TOTAL DEPARTMENT REQUEST** **14,707,324**

DEBT REQUIREMENT

| Hotel / Conference Center (2011 Bond Series)        |                  |
|-----------------------------------------------------|------------------|
| 9/1/2018 Principal                                  | 985,000          |
| 9/1/2018 Interest                                   | 413,075          |
| 3/1/2019 Interest                                   | 388,450          |
| Trustee Fee                                         | 2,500            |
|                                                     | <b>1,789,025</b> |
| <i>Revenue Bonds O/S \$21,205,000 as of 6/30/18</i> |                  |
| <i>Debt Service Matures Sept. 1, 2033</i>           |                  |
| Sewer Plant (2011A Bond Series)                     |                  |
| 9/1/2018 Interest                                   | 599,506          |
| 3/1/2019 Principal                                  | 3,510,000        |
| 3/1/2019 Interest                                   | 599,506          |
| Trustee Fee                                         | 3,500            |
|                                                     | <b>4,712,512</b> |
| <i>Revenue Bonds O/S \$28,145,000 as of 6/30/18</i> |                  |
| <i>Debt Service Matures March 1, 2025</i>           |                  |
| <b>TOTAL</b>                                        | <b>6,501,537</b> |

**FUND: ECONOMIC DEVELOPMENT AUTHORITY (353)**  
**DEPARTMENT: ECONOMIC DEVELOPMENT**  
**DEPARTMENT HEAD: GUY HENSON**

| EXPENDITURES      | ACTUAL    | AMENDED   | ESTIMATED | BUDGET         |
|-------------------|-----------|-----------|-----------|----------------|
|                   | 2016-2017 | BUDGET    | ACTUAL    |                |
|                   | 2017-2018 | 2017-2018 | 2017-2018 | 2018-2019      |
| PERSONAL SERVICES | -         | -         | -         | 63,905         |
| BENEFITS          | -         | -         | -         | 29,265         |
| OTHER SERVICES    | -         | -         | -         | 426,800        |
| CAPITAL OUTLAY    | -         | -         | -         | 250,000        |
| TRANSFERS OUT     | -         | -         | -         | 125,312        |
| <b>TOTAL</b>      | <b>-</b>  | <b>-</b>  | <b>-</b>  | <b>895,282</b> |

| REVENUES             | ACTUAL    | AMENDED   | ESTIMATED      | BUDGET           |
|----------------------|-----------|-----------|----------------|------------------|
|                      | 2016-2017 | BUDGET    | ACTUAL         |                  |
|                      | 2017-2018 | 2017-2018 | 2017-2018      | 2018-2019        |
| CHARGES FOR SERVICES | -         | -         | 552,083        | 1,324,934        |
| INTEREST             | -         | -         | -              | 56,523           |
| MISCELLANEOUS        | -         | -         | -              | 10,000           |
| <b>TOTAL</b>         | <b>-</b>  | <b>-</b>  | <b>552,083</b> | <b>1,391,457</b> |

| BUDGETARY     | BUDGET    | AMENDED   | ESTIMATED | FUND      |               |
|---------------|-----------|-----------|-----------|-----------|---------------|
| FUND BALANCE: | FUND BAL. | REVENUES  | EXPENSES  | BALANCE   |               |
| 6/30/2017     | -         | 552,083   | -         | 552,083   | 6/30/2018-EST |
| 6/30/2018     | 552,083   | 1,391,457 | 895,282   | 1,048,258 | 6/30/2019-EST |

This is a new fund created in FY 18-19 for the Economic Development Authority

**FINAL BUDGET 2018-2019**

| PERSONAL SERVICES              |               |
|--------------------------------|---------------|
| 10-01 SALARIES                 | 59,433        |
| 10-03 OVERTIME                 | 1,000         |
| 10-07 ALLOWANCES               | 1,912         |
| 10-10 LONGEVITY                | 322           |
| 10-12 VACATION BUYBACK         | 200           |
| 10-13 PDO BUYBACK              | 300           |
| 10-14 SL INCENTIVE             | 585           |
| 10-95 SALARY ADJUSTMENT        | 153           |
| <b>TOTAL PERSONAL SERVICES</b> | <b>63,905</b> |

| BENEFITS                        |               |
|---------------------------------|---------------|
| 15-01 SOCIAL SECURITY           | 4,889         |
| 15-02 EMPLOYEES' RETIREMENT     | 8,947         |
| 15-03 GROUP INSURANCE           | 8,273         |
| 15-04 WORKERS COMP INSURANCE    | 393           |
| 15-06 TRAVEL & SCHOOL           | 4,000         |
| 15-13 LIFE                      | 146           |
| 15-14 DENTAL                    | 851           |
| 15-20 OVERHEAD HEALTH CARE COST | 438           |
| 15-98 RETIREE INSURANCE         | 1,329         |
| <b>TOTAL BENEFITS</b>           | <b>29,265</b> |

| OTHER SERVICES & CHARGES                  |                |
|-------------------------------------------|----------------|
| 30-40 CONTRACTUAL                         | 346,000        |
| 30-44 ADMIN/PROF SERVICES                 | 20,000         |
| 30-72 MEMBERSHIPS & SUBSCRIPTIONS         | 400            |
| 30-85 INSURANCE - FIRE-THEFT-LIAB         | 400            |
| 30-86 ANNUAL AUDITS                       | 60,000         |
| <b>TOTAL OTHER SERVICES &amp; CHARGES</b> | <b>426,800</b> |

| CAPITAL OUTLAY              |                |
|-----------------------------|----------------|
| 40-08 CONTINGENCIES         | 250,000        |
| <b>TOTAL CAPITAL OUTLAY</b> | <b>250,000</b> |

| TRANSFERS TO OTHER FUNDS              |                |
|---------------------------------------|----------------|
| 80-24 L&H (240)                       | 125,312        |
| <b>TOTAL TRANSFERS TO OTHER FUNDS</b> | <b>125,312</b> |

|                                 |                |
|---------------------------------|----------------|
| <b>TOTAL DEPARTMENT REQUEST</b> | <b>895,282</b> |
|---------------------------------|----------------|

(CONTINUED)

**FUND: ECONOMIC DEVELOPMENT AUTHORITY (353)**  
**DEPARTMENT: ECONOMIC DEVELOPMENT**  
**DEPARTMENT HEAD: GUY HENSON**  
**PAGE TWO**

| <u>PERMANENT STAFFING</u>     | <u>FY 18-19</u> | <u>FY 17-18</u> |
|-------------------------------|-----------------|-----------------|
| Dir. Of Economic Dev          | 0.20            | 0               |
| City Attorney                 | 0.20            | 0               |
| Facilities Project Supervisor | 0.25            | 0               |
| Staff Accountant              | 0.25            | 0               |
| <b>TOTAL</b>                  | <b>0.90</b>     | <b>0</b>        |

**PERSONNEL**  
**POSITIONS**  
**SUMMARY:**  
 2017-18 - 0  
 2018-19 - .9

- .20 of salary paid by Economic Development (046-8710) FY 18-19
- .20 of salary paid by City Attorney (010-04) FY 18-19
- .25 of salary paid by Steet (010-09) FY 18-19
- .25 of salary paid by Finance (010-08) FY 18-19

**CONTRACTUAL (30-40) FY 18-19**

|                                     |                |
|-------------------------------------|----------------|
| Fireworks (951902)                  | 25,000         |
| 29th St Christmas Lights (951903)   | 20,000         |
| Christmas Story Land Event (951904) | 25,000         |
| Shop Local Campaign (951905)        | 6,000          |
| Town Center Special Events (951906) | 20,000         |
| To Be Determined                    | 250,000        |
| <b>TOTAL</b>                        | <b>346,000</b> |

**CAPITAL OUTLAY FY 18-19**

|                                     |                |
|-------------------------------------|----------------|
| Projects to be approved by Trustees | 250,000        |
| <b>TOTAL</b>                        | <b>250,000</b> |

# **Capital Outlay - All Funds with Project Codes**



**CAPITAL OUTLAY - ALL FUNDS**  
Request for Fiscal Year 2018-2019

| Department                  | Project Description                        | FY 18-19 Request | PROJECT | ACCOUNT |
|-----------------------------|--------------------------------------------|------------------|---------|---------|
| (009) City Manager          | (4) Desktop Computers                      | 3,200            | 011901  | 40-49   |
| (009) City Manager          | (2) I-Pads                                 | 1,000            | 011902  | 40-49   |
| (009) City Manager          | (2) Office Furniture                       | 280              | 011903  | 40-02   |
| (009) City Manager          | Dishwasher                                 | 750              | 011904  | 40-02   |
|                             |                                            | <b>5,230</b>     |         |         |
| (009) Human Resources       | HR Laserfiche Enhancements                 | 25,000           | 031901  | 40-50   |
| (009) Human Resources       | (2) Computers                              | 2,500            | 031902  | 40-49   |
|                             |                                            | <b>27,500</b>    |         |         |
| (009) City Attorney         | Computer                                   | 800              | 041901  | 40-49   |
|                             |                                            | <b>800</b>       |         |         |
| (009) Community Development | SUV Vehicle                                | 23,750           | 051901  | 40-01   |
| (009) Community Development | (5) Desktop Computers                      | 5,000            | 051902  | 40-49   |
| (009) Community Development | Power Grommets in Council Chambers         | 6,200            | 051903  | 40-02   |
| (009) Community Development | Flooring in HR                             | 11,475           | 051904  | 40-14   |
| (009) Community Development | (3) I-Pads                                 | 1,500            | 051905  | 40-49   |
|                             |                                            | <b>47,925</b>    |         |         |
| (009) Park & Rec            | Tables/Carts - Community Center            | 6,000            | 061901  | 40-02   |
| (009) Park & Rec            | (3) Office Computers                       | 4,500            | 061902  | 40-49   |
|                             |                                            | <b>10,500</b>    |         |         |
| (009) Finance               | MICR Printer                               | 2,100            | 081901  | 40-02   |
| (009) Finance               | (3) Computers                              | 3,600            | 081902  | 40-49   |
| (009) Finance               | Check Folding Machine                      | 6,500            | 081903  | 40-02   |
|                             |                                            | <b>12,200</b>    |         |         |
| (009) Street Department     | Asphalt Hot Box & Truck - 3rd Year Funding | 50,000           | 091704  | 40-01   |
| (009) Street Department     | Metal Cover PWA Bldg G                     | 17,500           | 091901  | 40-14   |
| (009) Street Department     | (2) Computers                              | 2,400            | 091902  | 40-49   |
|                             |                                            | <b>69,900</b>    |         |         |
| (009) Municipal Court       | Scanner                                    | 600              | 121901  | 40-02   |
| (009) Municipal Court       | Desktop Computers                          | 4,800            | 121902  | 40-49   |
|                             |                                            | <b>5,400</b>     |         |         |
| (009) General Government    | Laptop                                     | 1,500            | 141901  | 40-49   |
| (009) General Government    | HVAC/Boiler - Library                      | 29,041           | 141902  | 40-14   |
|                             |                                            | <b>30,541</b>    |         |         |
| (009) Neighborhood Services | NIA Desktop Computer                       | 1,000            | 151901  | 40-49   |
| (009) Neighborhood Services | (8) Desktop Computers                      | 6,400            | 151902  | 40-49   |
| (009) Neighborhood Services | (3) NIA Desktop Computers                  | 2,400            | 151903  | 40-49   |
| (009) Neighborhood Services | Desktop Computer                           | 1,300            | 151904  | 40-49   |
|                             |                                            | <b>11,100</b>    |         |         |

**CAPITAL OUTLAY - ALL FUNDS**  
Request for Fiscal Year 2018-2019

| Department                           | Project Description                                  | FY 18-19 Request | PROJECT | ACCOUNT |
|--------------------------------------|------------------------------------------------------|------------------|---------|---------|
| (009) Information Technology         | City Hall Storage Array                              | 50,000           | 161901  | 40-02   |
| (009) Information Technology         | PWA Storage Array                                    | 50,000           | 161902  | 40-02   |
| (009) Information Technology         | Network Firewall                                     | 15,000           | 161903  | 40-50   |
| (009) Information Technology         | (5) Laptops                                          | 7,500            | 161904  | 40-49   |
|                                      |                                                      | <b>122,500</b>   |         |         |
| (009) Swimming Pool                  | (2) A/C Units                                        | 15,000           | 191901  | 40-14   |
| (009) Swimming Pool                  | Truck Replacement                                    | 38,000           | 191902  | 40-01   |
|                                      |                                                      | <b>53,000</b>    |         |         |
| (009) Senior Center                  | Security Upgrades                                    | 5,500            | 551901  | 40-14   |
| (009) Senior Center                  | A/C Unit - 5 Year Funding                            | 15,000           | 551902  | 40-14   |
|                                      |                                                      | <b>20,500</b>    |         |         |
| <b>SUBTOTAL (009) CAPITAL OUTLAY</b> |                                                      | <b>417,096</b>   |         |         |
| (011) Capital Outlay Reserve         | HVAC Replacement                                     | 60,500           | 141903  | 40-14   |
| (011) Capital Outlay Reserve         | Panic Alarms                                         | 25,000           | 141904  | 40-14   |
| (011) Capital Outlay Reserve         | Replace Awnings                                      | 30,000           | 141905  | 40-14   |
|                                      |                                                      | <b>115,500</b>   |         |         |
| (013) Street & Alley                 | City-Wide Street Rehabilitation                      | 200,000          | 091903  | 40-06   |
| (013) Street & Alley                 | Roto Mill and Overlay Douglas from NE 4th to NE 10th | 100,000          | 091904  | 40-06   |
|                                      |                                                      | <b>300,000</b>   |         |         |
| (015) Street Lighting Fee            | Street Lights                                        | 200,000          | 141906  | 40-06   |
| (015) Street Lighting Fee            | Ipad                                                 | 1,000            | 141907  | 40-49   |
|                                      |                                                      | <b>201,000</b>   |         |         |

**CAPITAL OUTLAY - ALL FUNDS**  
Request for Fiscal Year 2018-2019

| Department                    | Project Description                      | FY 18-19 Request | PROJECT | ACCOUNT |
|-------------------------------|------------------------------------------|------------------|---------|---------|
| (021) Police                  | (10) Marked, (2) Investigations Vehicles | 396,000          | 621901  | 40-01   |
| (021) Police                  | Vehicle Equipment                        | 285,600          | 621902  | 40-01   |
| (021) Police                  | (2) Motorcycles                          | 54,000           | 621903  | 40-01   |
| (021) Police                  | (5) MCT's                                | 25,000           | 621904  | 40-02   |
| (021) Police                  | (10) Body Cameras                        | 18,000           | 621905  | 40-02   |
| (021) Police                  | (30) Handheld Radars                     | 30,000           | 621906  | 40-02   |
| (021) Police                  | (8) Laptop, (17) Desktop Computers       | 25,600           | 621907  | 40-49   |
| (021) Police                  | (10) Portable, (5) Mobile Radios         | 42,000           | 621908  | 40-02   |
| (021) Police                  | (9) I-Pads                               | 8,100            | 621909  | 40-49   |
| (021) Police                  | (11) SWAT Vests                          | 27,000           | 621910  | 40-02   |
| (021) Police                  | (15) SWAT Headsets                       | 12,750           | 621911  | 40-02   |
| (021) Police                  | (15) SWAT Helmets                        | 7,000            | 621912  | 40-02   |
| (021) Police                  | (5) Thermal Printers                     | 5,000            | 621913  | 40-02   |
| (021) Police                  | (20) Ticket Printers                     | 100,000          | 621914  | 40-02   |
| (021) Police                  | Video Storage                            | 30,000           | 621915  | 40-02   |
| (021) Police                  | Property Room Storage Unit               | 15,400           | 621916  | 40-02   |
| (021) Police                  | Homeless Outreach Cell Phone             | 500              | 621917  | 40-02   |
|                               |                                          | <b>1,081,950</b> |         |         |
| (030) Police State Seizures   | Equipment                                | 5,000            | 621918  | 40-02   |
|                               |                                          | <b>5,000</b>     |         |         |
| (031) Special Police Projects | Equipment                                | 5,000            | 621919  | 40-02   |
|                               |                                          | <b>5,000</b>     |         |         |
| (033) Police Federal          | Equipment                                | 5,000            | 621920  | 40-02   |
|                               |                                          | <b>5,000</b>     |         |         |
| (036) Police Jail             | Convection Oven                          | 7,200            | 621921  | 40-14   |
|                               |                                          | <b>7,200</b>     |         |         |
| (037) Police Impound Fees     | Equipment                                | 5,000            | 621922  | 40-02   |
|                               |                                          | <b>5,000</b>     |         |         |
| (041) Fire Department         | SCBA Cylinders                           | 15,900           | 641901  | 40-02   |
| (041) Fire Department         | (30) Bunker Gear Sets                    | 74,160           | 641902  | 40-02   |
| (041) Fire Department         | Bunker Boots                             | 4,640            | 641903  | 40-02   |
| (041) Fire Department         | Appliances                               | 3,500            | 641904  | 40-02   |
| (041) Fire Department         | Station Monitoring System                | 6,200            | 641905  | 40-02   |
| (041) Fire Department         | Mattresses                               | 6,000            | 641906  | 40-02   |
| (041) Fire Department         | Recliners                                | 1,800            | 641907  | 40-02   |
| (041) Fire Department         | I-Pads                                   | 2,100            | 641908  | 40-49   |
| (041) Fire Department         | Desktop Computers                        | 4,000            | 641909  | 40-49   |
| (041) Fire Department         | Radios                                   | 12,000           | 641910  | 40-02   |
| (041) Fire Department         | Evacuation House                         | 9,500            | 641911  | 40-02   |
|                               |                                          | <b>139,800</b>   |         |         |

**CAPITAL OUTLAY - ALL FUNDS**  
Request for Fiscal Year 2018-2019

| Department                          | Project Description                                    | FY 18-19 Request | PROJECT | ACCOUNT |
|-------------------------------------|--------------------------------------------------------|------------------|---------|---------|
| (045) Welcome Center                | Conference Table and Chairs                            | 3,000            | 741901  | 40-02   |
| (045) Welcome Center                | Pumping Station at Visitors Center                     | 42,709           | 741902  | 40-05   |
|                                     |                                                        | <b>45,709</b>    |         |         |
| (046) CVB/Economic Development      | Desktop Computer                                       | 1,000            | 071901  | 40-49   |
|                                     |                                                        | <b>1,000</b>     |         |         |
| (050) Drainage Tax                  | Projects to Be Approved by Trustees                    | 17,042           | 651901  | 40-08   |
|                                     |                                                        | <b>17,042</b>    |         |         |
| (060) Capital Drainage Improvements | Trackhoe - 5 Year Funding                              | 20,000           | 721701  | 40-02   |
| (060) Capital Drainage Improvements | Crew Cab Pickup - 2nd Year Funding                     | 20,000           | 721801  | 40-01   |
|                                     |                                                        | <b>40,000</b>    |         |         |
| (061) Storm Water Quality           | (3) Desktop Computers                                  | 3,600            | 611901  | 40-49   |
| (061) Storm Water Quality           | Laptop Computer                                        | 1,500            | 611902  | 40-49   |
| (061) Storm Water Quality           | Water Quality Meter                                    | 6,000            | 611903  | 40-02   |
| (061) Storm Water Quality           | Street Sweeper - 1st Year Funding                      | 40,000           | 611904  | 40-01   |
|                                     |                                                        | <b>51,100</b>    |         |         |
| (065) Dedicated Tax 2012            | Mid America Trail Mini Bridge                          | 15,000           | 231901  | 40-06   |
| (065) Dedicated Tax 2012            | Joe Barnes Trail Replacement                           | 50,000           | 231902  | 40-06   |
| (065) Dedicated Tax 2012            | Playground Equipment                                   | 25,000           | 231903  | 40-02   |
| (065) Dedicated Tax 2012            | Pool Gutter Grates                                     | 5,000            | 231904  | 40-02   |
| (065) Dedicated Tax 2012            | Pool Shade Structures                                  | 10,000           | 231905  | 40-02   |
| (065) Dedicated Tax 2012            | Pool Picnic Tables & Lounge Chairs                     | 15,000           | 231906  | 40-02   |
| (065) Dedicated Tax 2012            | Bus Shelters                                           | 25,000           | 871901  | 40-15   |
|                                     |                                                        | <b>145,000</b>   |         |         |
| (070) Emergency Operations          | G.711 Recording Engine/VIPER911 Network Card & License | 7,500            | 211901  | 40-02   |
| (070) Emergency Operations          | Radio Hardware                                         | 6,000            | 211902  | 40-02   |
|                                     |                                                        | <b>13,500</b>    |         |         |
| (075) Public Works Authority        | (1) Laptop, (2) Desktop Computers                      | 3,600            | 301901  | 40-49   |
| (075) Public Works Authority        | Shredder                                               | 400              | 301902  | 40-02   |
| (075) Public Works Authority        | Copier                                                 | 10,000           | 301903  | 40-02   |
| (075) Public Works Authority        | Architectural/Engineering Services Bldg A              | 50,000           | 301904  | 40-14   |
|                                     |                                                        | <b>64,000</b>    |         |         |
| (080) Fleet Services                | Fleet Building Interior LED Lighting                   | 7,500            | 251901  | 40-14   |
| (080) Fleet Services                | CNG Approved Equipment - 3rd Year Funding              | 21,000           | 251902  | 40-02   |
| (080) Fleet Services                | Waste Oil Heater                                       | 8,500            | 251903  | 40-02   |
| (080) Fleet Services                | Shop Equipment & Diagnostic Software                   | 10,000           | 251904  | 40-50   |
| (080) Fleet Services                | Desktop Computer                                       | 2,000            | 251905  | 40-49   |
|                                     |                                                        | <b>49,000</b>    |         |         |
| (115) Activity Fund - 7813          | Picnic Tables/Trash Cans                               | 20,000           | 781901  | 40-02   |
|                                     |                                                        | <b>20,000</b>    |         |         |

**CAPITAL OUTLAY - ALL FUNDS  
Request for Fiscal Year 2018-2019**

| Department                       | Project Description                              | FY 18-19 Request | PROJECT | ACCOUNT |
|----------------------------------|--------------------------------------------------|------------------|---------|---------|
| (123) Parks & Recreation         | Pup Truck                                        | 120,000          | 061903  | 40-01   |
| (123) Parks & Recreation         | (2) I-Pads                                       | 1,000            | 061904  | 40-49   |
| (123) Parks & Recreation         | Trailer-mounted Power Washer                     | 11,000           | 061905  | 40-02   |
| (123) Parks & Recreation         | Optimist Park Restroom - 2nd Year Funding        | 40,000           | 061803  | 40-07   |
| (123) Parks & Recreation         | Playground Equipment                             | 25,000           | 061906  | 40-02   |
| (123) Parks & Recreation         | (15) Electric Golf Carts                         | 60,000           | 061907  | 40-02   |
|                                  |                                                  | <b>257,000</b>   |         |         |
| (141) CDBG                       | Desktop Computer                                 | 1,000            | 391901  | 40-49   |
|                                  |                                                  | <b>1,000</b>     |         |         |
| (157) Capital Improvements       | Post Rd Trail Phase 2                            | 80,000           | 571802  | 40-06   |
| (157) Capital Improvements       | 29th Street Widening                             | 125,000          | 571901  | 40-06   |
| (157) Capital Improvements       | Reno Reconstruction MW to Douglas Phase 1        | 200,000          | 571902  | 40-06   |
| (157) Capital Improvements       | Midwest Blvd Survey                              | 35,000           | 571903  | 40-06   |
| (157) Capital Improvements       | North Oaks Cul-De-Sac Phase 4                    | 150,000          | 571904  | 40-06   |
| (157) Capital Improvements       | Caldwell Drainage Phase 1                        | 100,000          | 571905  | 40-06   |
|                                  |                                                  | <b>690,000</b>   |         |         |
| (172) Capital Water Improvements | Exterior Paint - Water Plant Tower               | 40,000           | 491901  | 40-05   |
| (172) Capital Water Improvements | Projects to be Approved by Trustees              | 360,000          | 491902  | 40-08   |
|                                  |                                                  | <b>400,000</b>   |         |         |
| (178) Construction Loan Payment  | Projects to be Approved by Trustees              | 750,000          | 421914  | 40-08   |
|                                  |                                                  | <b>750,000</b>   |         |         |
| (186) Sewer Construction         | Slide Gate                                       | 30,000           | 461901  | 40-05   |
|                                  |                                                  | <b>30,000</b>    |         |         |
| (187) Utility Services           | (5) Desktop Computers                            | 6,000            | 501901  | 40-49   |
| (187) Utility Services           | (3) High Back Chairs                             | 1,650            | 501902  | 40-02   |
| (187) Utility Services           | Task Stool                                       | 370              | 501903  | 40-02   |
| (187) Utility Services           | Scanner                                          | 900              | 501904  | 40-02   |
| (187) Utility Services           | Receipt Printer                                  | 900              | 501905  | 40-02   |
|                                  |                                                  | <b>9,820</b>     |         |         |
| (188) Capital Sewer              | 1/2 Ton Pickup                                   | 33,000           | 441901  | 40-01   |
| (188) Capital Sewer              | Dual Axle Dump Truck (1/2 funding from Fund 191) | 75,000           | 441902  | 40-01   |
| (188) Capital Sewer              | Walk In Incubator                                | 40,000           | 441903  | 40-02   |
| (188) Capital Sewer              | Trailer Mounted Flusher                          | 70,000           | 441904  | 40-02   |
| (188) Capital Sewer              | Sewer Line Rapid Assessment Tool                 | 25,500           | 441905  | 40-02   |
| (188) Capital Sewer              | Projects to be Approved by Trustees              | 200,000          | 441906  | 40-08   |
|                                  |                                                  | <b>443,500</b>   |         |         |

**CAPITAL OUTLAY - ALL FUNDS**  
Request for Fiscal Year 2018-2019

| Department                | Project Description                          | FY 18-19 Request | PROJECT | ACCOUNT |
|---------------------------|----------------------------------------------|------------------|---------|---------|
| (190) Sanitation          | CNG Station Compressor - 1st Year Funding    | 125,000          | 411901  | 40-02   |
| (190) Sanitation          | I-Pad                                        | 450              | 411902  | 40-49   |
| (190) Sanitation          | Rear Load Solid Waste Truck                  | 100,000          | 411903  | 40-01   |
| (190) Sanitation          | Automated Side-Loading Truck w/CNG           | 355,000          | 411904  | 40-01   |
| (190) Sanitation          | Desktop Computers                            | 2,400            | 411905  | 40-49   |
| (190) Sanitation          | I-Pad                                        | 450              | 411906  | 40-49   |
| (190) Sanitation          | (100) 95-Gallon Polycarts                    | 5,160            | 411907  | 40-02   |
|                           |                                              | <b>588,460</b>   |         |         |
| (191) Water               | 1/2 Ton Pickup                               | 27,250           | 421901  | 40-01   |
| (191) Water               | 1 Ton Truck w/Crane                          | 66,500           | 421902  | 40-01   |
| (191) Water               | Dual Axle Dump Truck (1/2 Funding)           | 75,000           | 441902  | 40-01   |
| (191) Water               | Medium Duty Truck                            | 85,000           | 421903  | 40-01   |
| (191) Water               | Variable Frequency Pump Drives               | 18,000           | 421904  | 40-02   |
| (191) Water               | Variable Frequency Well Motor Drives         | 7,600            | 421905  | 40-02   |
| (191) Water               | Turbine Pump for West Pond                   | 11,000           | 421906  | 40-02   |
| (191) Water               | Ice Machine for Water Plant/Lab              | 3,400            | 421907  | 40-02   |
| (191) Water               | Submersible Well Pump for Wells 15 & 22      | 28,000           | 421908  | 40-02   |
| (191) Water               | Electronic Locator Unit                      | 6,200            | 421909  | 40-02   |
| (191) Water               | Water Meters                                 | 65,000           | 421910  | 40-05   |
| (191) Water               | LED Light Fixtures                           | 5,900            | 421911  | 40-14   |
| (191) Water               | Desktop Computer                             | 1,200            | 421912  | 40-49   |
| (191) Water               | (3) I-Pads                                   | 3,000            | 421913  | 40-49   |
|                           |                                              | <b>403,050</b>   |         |         |
| (192) Sewer               | Chainsaw                                     | 600              | 431901  | 40-02   |
| (192) Sewer               | (1) Zero Turn Mower                          | 7,750            | 431902  | 40-02   |
| (192) Sewer               | Flat Bed Trailer                             | 6,000            | 431903  | 40-02   |
| (192) Sewer               | Ammonia Probe                                | 10,000           | 431904  | 40-02   |
| (192) Sewer               | (2) Desktop Computers                        | 1,600            | 431905  | 40-49   |
| (192) Sewer               | (2) I-Pads                                   | 2,000            | 431906  | 40-49   |
|                           |                                              | <b>27,950</b>    |         |         |
| (193) Utilities Authority | Site Improvements                            | 200,000          | 871902  | 40-05   |
|                           |                                              | <b>200,000</b>   |         |         |
| (196) FF & E Reserve      | Expand Door into Reed Center Exhibit Hall    | 7,500            | 401901  | 40-14   |
| (196) FF & E Reserve      | Light Dimming System - Reed Exhibit Hall     | 12,140           | 401902  | 40-14   |
| (196) FF & E Reserve      | HVAC Sheraton Kitchen                        | 8,000            | 401903  | 40-14   |
| (196) FF & E Reserve      | Mini Refrigerators for Sheraton Hotel Rooms  | 15,100           | 401904  | 40-02   |
| (196) FF & E Reserve      | Computer and Printers                        | 2,000            | 401905  | 40-49   |
| (196) FF & E Reserve      | Sheraton Hotel Room Mattresses               | 97,000           | 401906  | 40-02   |
| (196) FF & E Reserve      | Televisions Floor 1-4 - Sheraton Hotel Rooms | 75,000           | 401907  | 40-02   |
| (196) FF & E Reserve      | Replace Shower Valves - Sheraton Hotel Rooms | 15,100           | 401908  | 40-14   |
| (196) FF & E Reserve      | TBD                                          | 58,000           | 401909  | 40-08   |
|                           |                                              | <b>289,840</b>   |         |         |
| (197) Golf Courses        | Toro Fairway Mower                           | 30,000           | 471901  | 40-02   |
|                           |                                              | <b>30,000</b>    |         |         |

**CAPITAL OUTLAY - ALL FUNDS**  
Request for Fiscal Year 2018-2019

| Department                           | Project Description                         | FY 18-19 Request | PROJECT | ACCOUNT |
|--------------------------------------|---------------------------------------------|------------------|---------|---------|
| (353) Economic Development Authority | Projects to be Approved by Trustees         | 250,000          | 951901  | 40-08   |
|                                      |                                             | <b>250,000</b>   |         |         |
| (425) Hospital Authority - 9060      | Special Projects to be Approved by Trustees | 500,000          | 901901  | 40-08   |
| (425) Hospital Authority - 9060      | Mid America Park Trail                      | 535,000          | 901902  | 40-06   |
|                                      |                                             | <b>1,035,000</b> |         |         |
|                                      | <b>GRAND TOTAL CAPITAL OUTLAY</b>           | <b>8,134,517</b> |         |         |