

FORM <b>SA&amp;I 2643 (7/1/22)</b>		<b>2022</b>
<b>DUE DATE:</b> Six months after Fiscal Year-End		<div>OFFICE OF THE STATE AUDITOR AND INSPECTOR</div> <div>STATE OF OKLAHOMA</div> <div>CINDY BYRD, AUDITOR AND INSPECTOR</div> <div>ANNUAL SURVEY OF CITY AND TOWN FINANCES</div>
<div>IMPORTANT</div> <p>This report is to be completed by your auditor from the audited financial statements of the municipality as required by Oklahoma Statutes, Section 17-105.1 of Title 11.</p> <p>This report details the funds available to the municipality and the use of those funds including information relating to the duly constituted authorities of the municipality (public trusts, etc.) for the fiscal year ending <b>June 30, 2022</b>. <i>See supplementary instructions (coverage of this report) for information related to entities and activities to be included in this report on page 5 of this document.</i></p> <p>This report, principally for planning purposes at the local, State, and national level, is used by the Office of the State Auditor, the Oklahoma Municipal League, public interest groups, State and Federal agencies and universities.</p> <p>When completed, please file electronically at <a href="http://www.sai.ok.gov">www.sai.ok.gov</a>.</p>		
<b>RETURN TO</b>	<b>Office of the Auditor and Inspector</b> <b>State of Oklahoma at <a href="http://www.sai.ok.gov">www.sai.ok.gov</a></b>	

<b>Part I</b>	<b>TAX REVENUES</b>
<b>Items 1-3</b> — Report collections from all taxes imposed by your government. Include current and delinquent amounts, penalties, and interest. Do not include receipts from service charges, special assessments, interest earnings, fines or any other sources that are not taxes or licenses.	

Item	Amount ( <i>Omit cents</i> )	Item	Amount ( <i>Omit cents</i> )
<b>1. Property taxes</b> — General fund, building fund, and sinking fund	T01 <b>32,803</b>	<b>d. Use tax</b>	T99 <b>1,152,785</b>
<b>2. Local sales taxes</b> — Taxes on goods and services, measured as a percent of sales or receipts, or as an amount per unit sold (gallon, package, etc.). Report only these taxes imposed by your government; shares of taxes imposed by another government are to be reported under part 1A below.	T09 <b>3,787,362</b>	<b>3. Occupation and business licensing and permits</b> <b>a.</b> 'Enter here licenses and inspection charges on occupations and businesses - for example, inspection of restrooms, restaurants, and food manufacturing plants; food handler permits; plumbing permits; taxicab licenses; tags; animal tags; vending licenses, and liquor licenses; business licenses; etc.	T28 <b>192,342</b>
<b>a.</b> General sales tax			
<b>b.</b> Franchise fee or tax	T15 <b>223,224</b>	<b>b.</b> Other licensing and permits	T29 <b>1,615</b>
<b>c.</b> Cigarette Tax	T16 <b>29,998</b>	<b>4. Other</b> — <i>Specify</i>	T99 <b>0</b>
<b>c.</b> Hotel/Motel	T19 <b>0</b>	<b>E-911</b>	

<b>INTERGOVERNMENTAL REVENUE</b>	
Report all amounts received by your government from other governments, including grants, shares of taxes imposed by other governments, payments in lieu of taxes and reimbursements for services performed for other governments, excluding loans. Also exclude here and report as "Tax Revenues" in part I, any taxes imposed by your government which were collected for it by another government.	<b>Column (a)</b> — Report all amounts your government received from the State (other than as collection fees), including any amounts financed wholly or in part from Federal grants to the State.
	<b>Column (c)</b> — Report only amounts received directly from the Federal Government.

Purpose for which received	Amount ( <i>Omit cents</i> )		
	From State (a)	From other local governments (b)	From Federal Government (directly) (c)
<b>General support</b> —Total amts rec'd (as per capita grants, shared taxes, etc.) without restrictions as to particular programs or purposes to be financed.	C30	D30	B30
<b>1.</b> Alcoholic beverage tax	<b>61,210</b>	<b>0</b>	<b>0</b>
<b>2.</b> Street and highways	C46 <b>86,529</b>	D46 <b>0</b>	B46 <b>0</b>
<b>3.</b> Health or Hospital	C42 <b>0</b>	D42 <b>0</b>	B42 <b>0</b>
<b>4.</b> Grants received for water utilities	C91 <b>0</b>	D91 <b>0</b>	B91 <b>0</b>
<b>5.</b> Grants received for waste water utilities	C80 <b>0</b>	D80 <b>0</b>	B80 <b>0</b>
<b>6.</b> Grants received for housing, economic, & community development	C50 <b>0</b>	D50 <b>0</b>	B50
<b>7.</b> Airports	C89 <b>0</b>	D89 <b>0</b>	B01 <b>0</b>
<b>8.</b> Mass transit rail and/or bus system	C94 <b>0</b>	D94 <b>0</b>	B94 <b>0</b>
<b>9.</b> Grants received for transportation	C89 <b>0</b>	D89 <b>0</b>	B89 <b>0</b>
<b>10.</b> ALL OTHER (From State - code C89; From Fed. Gov't. - Code B89) — <i>Include in the appropriate box, receipts from various payments such as</i> —	C89	D89	B89
<b>a.</b> Parks and recreation (BOR or HUD)	<b>0</b>	<b>0</b>	<b>0</b>
<b>b.</b> Public Safety	C89 <b>172,835</b>	D89 <b>0</b>	B89 <b>0</b>
<b>c.</b> Job training	C89 <b>0</b>	D89 <b>0</b>	B89 <b>0</b>
<b>d.</b> Library grants	C89 <b>0</b>	D89 <b>0</b>	B89 <b>0</b>
Other - <i>Specify ARPA</i>	C89	D89	B89
<b>e. Nutrition</b>	<b>9,713</b>		<b>777,827</b>
<b>f. Sanitation</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>OTHER REVENUES — Other than tax and intergovernmental revenues</b>
Enter below amounts of the stated types of revenue (net of refunds and interfund transfers) received by your government during the fiscal year. Be sure to include revenues of all funds other than the exceptions noted in the special instructions.

<b>1. Utility sales revenue</b> — Gross receipts of any water, electric, gas or transit systems operated by your government, from utility sales and charges. <i>Exclude any amounts paid to such utilities by the parent government.</i>	Amount ( <i>Omit cents</i> )	<b>2. Other</b> sales and service revenue - Gross receipts from sales, rentals, maintenance assessments, and other charges for municipal services, aside from utility receipts (carried in item 1) and exclusive of amounts received from other governments.	Amount ( <i>Omit cents</i> )
	A91 <b>1,371,929</b>		A80 <b>343,990</b>
<b>a.</b> Water supply system		<b>a.</b> Sewerage charges	<b>981,570</b>
<b>b.</b> Electric power system	A92 <b>0</b>	<b>b.</b> Refuse collection charges	A81
<b>c.</b> Gas supply system	A93 <b>0</b>	<b>c.</b> Hospital charges received on behalf of individual patients under the Medicare program or other insurance-type arrangements.	A36
<b>d.</b> Transit	A94 <b>0</b>	<i>Exclude Medicaid and amounts for hospital purposes received from other governments.</i>	<b>0</b>

Part IBOTHER REVENUES — Other than tax and intergovernmental revenues — Continued				
Enter below amounts of the stated types of revenue (net of refunds and interfund transfers) received by your government during the fiscal year. Be sure to include revenues of all funds other than the exceptions noted in the special instructions.				
2. Other sales and service revenue — Continued		Amount (Omit cents)	5. Interest earnings-Interest received	Amount (Omit cents)
d. Recreation charges (swimming, golf, auditoriums etc.		A61	on all deposits & investment holdings of your government and its agencies excluding earnings of any employee pension fund.	U20
		0		7,745
e. Airports — Include rentals and gross sales of gas and oil.		A01	6. Rents-Exclude housing, airport, and all other rental revenue reported from specific municipal services reported in Item 2.	U40
		0		1,121
f. Parking facilities (parking lots, garages, parking meters)		A60	7. Royalties-Compensation or portion of proceed from extraction of natural resources such as oil.	U41
		0		0
g. Municipal housing project rentals (gross)		A50	8. Fines & forfeitures (City or Town share only)	U30
		0		93,065
h. Ambulance services		A89	9. Private donations	U50
		0		72,931
i. Miscellaneous commercial activities (cemeteries)		A03	10. Miscellaneous other revenue — Revenue of your government and its agencies not covered by items above, except tax and intergovernmental revenues, Include insurance adjustments, etc. DO NOT include: (1) proceeds from borrowing; (2) receipts from sale of holdings; (3) transfers between funds or agencies of your government; or (4) employee's contributions to, and interest earnings of, any employee pension fund.	
j. Other (including miscellaneous fee collections)		A89		
		7,325		
3. Special assessments — Compulsory contributions and reimbursements from owners or property benefited by improvements (streets, sewers, sidewalks, water extensions, etc.) Do not include proceeds from sales of special assessment bonds. Report maintenance assessments under item 2 on page 1.		U01		
		29,425		
4. Receipts from sale of property — Amounts from sale of realty, other than by tax sales, including property sold to other governments.		U11	a. MISC.	54,733
		0	b. Cemetery	0
			c.	0
			Total misc other revenue	
			Sum of items 10a-10c →	54,733

DIRECT EXPENDITURES BY PURPOSE AND TYPE

Please note that payments made to other governments (State or local) should NOT be included in amounts reported here, but should be reported at part III. Enter below all amounts expended during the fiscal year for the purposes listed (net of interfund transfers). Be sure to include expenditures of all funds other than the exceptions noted in the instructions on the first page. <b>Column (a)</b> — Gross salaries and wages without deduction of withholdings for income taxes, employee contributions for Social Security or retirement	coverage, etc. <b>Exclude: (1)</b> capital outlay (report in columns (c) & (d)); and <b>(2)</b> amounts paid to other governments (report in part III).  <b>Column (b)</b> — Enter in the appropriate functional category direct expenditure for supplies, materials, and contractual services.  <b>Column (c.)</b> — Report construction outlays from all sources; i.e., bond proceeds, assessments, grants, etc.
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PURPOSE	EXPENDITURES BY PURPOSE AND TYPE			
	Personal Services	Operations & Maintenance	CAPITAL OUTLAY	
			Construction	Purchase of land, equip. & structures
	(a)	(b)	(c)	(d)
GOVERNMENTAL ADMINISTRATION				
1. Financial administration — Office of the finance director, auditor, comptroller, treasurer, tax assessment and collection, central accounting and purchasing services, budgeting, etc. (including related data processing, information technology).	E230	E230	F230	G230
2. Judicial and legal — All municipal court and court-related activities including juries, probate officials, prosecutors, public defenders, municipal attorneys, and legal departments. Exclude probation and parole (report in item 16).	E250	E250	F250	G250
3. Central administration — City council, aldermen or commissioners, mayor, manager, city clerk's office, recorder, planning, zoning, and personnel.	E29703,343	E29376,862	F290	G2929,179
HEALTH AND WELFARE				
4. Social services	E790	E790	F790	G790
5. Own hospitals — Construction and operation of hospitals by your government. Nursing homes are to be reported in item 7.	E360	E360	F360	G360
6. Other hospitals — Payments to hospitals operated privately. Exclude here and report in item 6, any payments under public welfare programs. Report payments to hospitals operated by other governments in part III.	0	0	0	0
7. Welfare institutions — Construction and operation of nursing homes and welfare institutions by your government for veterans and needy persons.	E770	E770	F770	G770
8. Health (other than hospitals) — All public health activities except provision of hospital care. Include environmental health activities; health regulation and inspection, water and air pollution control, mosquito control, and inspection of food handling establishments. Also include public health nursing, vital statistics collection, and all other services performed directly by the public health department. Report in item 6 payments under public welfare programs.	E320	E320	F320	G320
TRANSPORTATION				
9. Highways — Construction and maintenance of municipal streets, sidewalks, bridges. Also includes street lighting, snow removal, and highway engineering, control, and safety. Exclude here and report in item 21f, street cleaning expenditure. Include in part III any payments to the State or county for highway purposes. Report interest on highway debt in item 22e.	E44216,225	E44236,835	F440	G44252,303
10. Toll highways and facilities — Operation and maintenance of highways, roads and bridges operated on fee or toll basis	E450	E450	F450	G450
11. Municipal airports	E010	E010	F010	G010
12. Parking facilities — Municipal garages, parking lots, etc. and all purchase and maintenance of meters (including on-street meters).	E600	E600	F600	G600
PUBLIC SAFETY				
13. Police — Include municipal police agencies for preventing, controlling, or reducing crime; coroners, medical examiners; special police for highways, tunnels, bridges, and vehicular control; vehicular inspection activities; and traffic control and safety activities. Exclude highway engineering and planning (report in item 9).	E62655,613	E62151,421	F620	G62135,469
14. Fire — All costs incurred for firefighting and fire prevention, including contributions to volunteer fire units. Include any municipal contribution to a State fire pension fund.	E24260,649	E2487,435	F240	G24148,202

PART II DIRECT EXPENDITURES BY PURPOSE AND TYPE — Continued				
PURPOSE	EXPENDITURES BY PURPOSE AND TYPE			
	Personal Services	Operations & Maintenance	CAPITAL OUTLAY	
			Construction	Purchase of land, equip. & structures
	(a)	(b)	(c)	(d)
<b>PUBLIC SAFETY — Continued</b>	E05	E05	F05	G06
<b>15. Correction institutions</b> — Operation of facilities for confinement, correction and rehabilitation of adults or juveniles.	0	0	0	0
<b>16. Other corrections</b> — Probation and parole activities - But exclude "lock up" operations (report in item 15).	E04 0	E04 0	F04 0	G04 0
<b>17. Protection inspection and regulation, n.e.c.</b> — Regulation of private enterprise for the protection of the public and inspection of hazardous activities (including building inspection), except when related to major functions, such as health, natural resources, etc.	E66 0	E66 0	F66 0	G66 0
<b>AMBULANCE</b>	E32	E32	F32	G32
<b>18.</b> All expenditures for city operated or subsidized ambulance services.	0	0	0	0
<b>CULTURE AND RECREATION</b>	E61	E61	F61	G61
<b>19. Parks, cultural activities, and other recreation</b> — Include playgrounds, golf courses, swimming pools, museums, marinas, community music, drama, celebrations, and zoos.	192,690	125,329	0	45,440
<b>20. Libraries</b> — Include payments to nongovernmental libraries as well as libraries operated by the city. <i>Aid to other governmental libraries should be excluded and reported in part III.</i>	E52 0	E52 0	F52 0	G52 0
<b>UTILITIES</b>				
<b>21.</b> Gross expenditures for utility systems operated by your government. <i>Exclude interest (report in item 19); also exclude utility contributions to the parent government and deduct the cost of providing services to the parent government (e.g., for street lighting, hydrant rental, etc.).</i>	E91	E91	F91	G91
<b>a.</b> Water supply system	166,585	881,730	0	72,278
<b>b.</b> Electric power system	E92 0	E92 0	F92 0	G92 0
<b>c.</b> Gas supply system	E93 0	E93 0	F93 0	G93 0
d. Transit system	E94 0	E94 0	F94 0	G94 0
<b>e.</b> Sewers and storm sewers — Construction, maintenance and operation of sanitary and storm systems and sewage disposal plants	E80 109,920	E80 156,199	F80 0	G80 240,653
<b>f.</b> Solid waste and landfill — The collection and disposal of garbage and landfill operations	E81 4,603	E81 821,172	F81 0	G81 0
<b>INTEREST ON DEBT</b>				
<b>22.</b> Amounts of interest paid, including any interest on short-term or nonguaranteed obligations, as well as general obligations.		I91		
<b>a.</b> Water supply system	0	75,064	0	0
<b>b.</b> Electric power system	0	I92 0	0	0
<b>c.</b> Gas supply system	0	I93 0	0	0
<b>d.</b> Transit system	0	I94 0	0	0
<b>e.</b> All interest not covered by items 19a through 19d	0	I89 674,925	0	0
<b>ALL OTHER EXPENDITURES</b>				
<b>23.</b> Include any amounts which have not been allocated above by purpose, such as: your employer contribution to a State administered retirement system or to the Federal Social Security System; judgments and insurance premiums; and municipal service agencies, such as a central garage or an engineering department, which serve more than one functional agency, and whose expenses are not allocated to the various departments.  <b><i>Do not include: (1) Payments for retirement of debt, (2) payments for purchase of securities, (3) transfer between funds or agencies of your government, or (4) benefits and payments from distinct employee pension funds.</i></b>				
<b>a. Housing and community development</b> — Gross expenditure for urban renewal, slum clearance, municipal housing projects, and similar activities.	E50 0	E50 0	F50 0	G50 0
<b>b. Economic development (Industrial)</b>	E89 0	E89 4,455	F89 0	G89 0
<b>c. Civil defense</b>	E89 0	E89 0	F89 0	G89 0
<b>d. Cemetery operations and maintenance</b>	E89 0	E89 0	F89 0	G89 0
<b>e. Miscellaneous commercial activities</b>	E03 0	E03 0	F03 0	G03 0
<b>Other</b> — <i>Specify</i>	E89	E89	F89	G89
<b>f. General Gov't.</b>	391,281	181,218	0	296
<b>g. Maintenance</b>	0	0	0	0
<b>h. Emergency 911</b>	0	377	0	0

<div>Part III</div> <div>INTERGOVERNMENTAL EXPENDITURES</div>					
Please detail all payments made to other governments for services or programs performed on a reimbursement or cost-sharing basis — e.g., for hospital care, highways, school tuition, or support, etc. (Such amounts should be excluded from expenditure figures reported in column (b) of part II.) <i>Enter "None" if your government made no reportable payments to other governments during the fiscal year.</i>					
Item	Type of recipient government(s) (County, State, school districts, etc.) (a)	Amount (Omit cents) (b)	Item	Type of recipient government(s) (County, State, school districts, etc.) (a)	Amount (Omit cents) (b)
1.		0	5.		0
2.		0	6.		0
3.		0	7.		0
4.		0	8.		0
<div>Part IV</div> <div>SALARIES, WAGES, AND FORCE ACCOUNT</div>				Amount (Omit cents)	
Report the total expenditure for salaries and wages included in column (a) of part II, as well as any salaries and wages paid on force account construction projects.				200	
				1,930,616	
<div>Part V</div> <div>DEBT OUTSTANDING, ISSUED, AND RETIRED — <i>Report special obligations of all agencies of your government as well as general city or town debt.</i></div>					
<div>1. Long term debt — Bonds, mortgages, etc., with an original term of more than one year issued in the name of your government or of particular agencies.</div> <div>When an advance refunding has resulted in a legal or an in-substance defeasance, the debt may be considered extinguished, reported as retired in the year of defeasance and should not be reported herein in subsequent years.</div>					
		AMOUNT, BY PURPOSE (Omit cents)			
		Outstanding at beginning of fiscal year Restated (a)	DURING FISCAL YEAR		Outstanding total (a) plus (b) minus ( c) (d)
			Issued (b)	Retired (c)	
a. Sewer debt		19U 1,418,750	29U 0	39U 296,150	49U 1,122,600
b. Water supply system debt		19U 3,925,000	29U 3,922,000	39U 3,925,000	49U 3,922,000
c. Electric power system debt		19U 0	29U 0	39U 0	49U 0
d. Gas supply system debt		19U 0	29U 0	39U 0	49U 0
e. Transit		19U 0	29U 0	39U 0	49U 0
Industrial revenue and f. pollution control debt		19T 0	24T 0	34T 0	49T 0
g. All other purposes		19U 2,339,382	29U 12,937,038	39U 442,480	49U 14,833,940
<div>2. Short-term (interest-bearing) debt — Tax anticipation notes, bond anticipation notes, interest-bearing warrants, and other obligations with a term of one year or less — <i>Exclude accounts payable and other noninterest-bearing obligations.</i></div>				Amount (Omit cents)	
a. Amount outstanding at beginning of fiscal year				61V 0	
b. Amount outstanding at end of fiscal year				64V 0	
<div>Part VI</div> <div>CASH AND INVESTMENTS HELD AT END OF FISCAL YEAR</div>					
Report separately for each of the three types of funds listed below, the total amount of cash on hand and on deposit and investments in Federal Government, Federal agency, State and local government, and non-governmental securities. Report all investments at carrying value. <i>Include in the sinking fund total any mortgages and notes receivable held as offsets to housing and industrial financing loans. Exclude accounts receivable, value of real property, and all non-security assets. Assets obtained and held pursuant to an advance refunding that results in a legal or in-substance defeasance should not be reported herein.</i>					
Type of fund				Amount at end of fiscal year (Omit cents)	
1. Sinking funds — Reserves held for redemption of long-term debt. All cash held for statutory sinking fund and revenue bond related accounts and any other reserves held for redemption of long-term debt.				W01 575,445	
2. Bond funds — Unexpended proceeds from sale of G.O. and revenue bond issues held pending disbursement.				W31 13,263,494	
3. All other funds except employee retirement funds.				W61 6,974,060	
4. Retirement systems — Single employer plans only				0	

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<b>Part VII   AUDITOR INFORMATION</b>					
Auditor's firm name					
<b>HSPG &amp; Associates</b>					
Adress — <i>Number and street</i>			TELEPHONE		
<b>5400 N. Grand Blvd., Suite 330</b>			Area Code	Number	Extension
City	State	ZIP Code			
<b>Oklahoma City</b>	<b>OK</b>	<b>73112</b>	<b>405</b>	<b>844-9995</b>	
Name of contact person/Email					

## COVERAGE OF THIS REPORT

The financial reporting entity for which information is to be presented should comply with generally accepted accounting principles for governments. Current authoritative guidance is provided in GASB Codification Section 2100 and/or GASB Statement No. 14. These statements prescribe that the financial reporting entity should consist of the primary government or oversight unit and all blended and discreetly present component units.

Oklahoma Statutes, Section 17-105.1 of Title 11 require that municipalities include information relating to all of its duly constituted authorities. Copies of this form may be distributed to component units for their completion. Forms completed by component units should not be filed separately but should be returned to the appropriate municipality for inclusion in the report filed for the financial reporting entity. Such component units would include special districts, hospitals, boards, trusts, and authorities meeting the inclusion criteria of the statements reference above.

**SUPPLEMENTARY INSTRUCTIONS FOR OKLAHOMA MUNICIPALITIES**  
**2022 ANNUAL SURVEY OF CITY AND TOWN FINANCES**

## COVERAGE OF THIS REPORT

In addition to the fiscal activities of your general government, **include** the revenues, expenditures, assets and debt of the following types of agencies, if they are operative in your city or town.

- City water districts
- Medical center authorities
- Joint airport boards
- Municipal parking districts
- Rural water, sewer, gas, and solid waste management districts with ex officio boards
- Public trust (Title 60, Section 176 of the Oklahoma Statutes)
- Separate road districts
- Sewer districts
- Utilities authorities
- Zoning districts

### Exclude Internal/Service funds

## Part I — TAX REVENUES

This part refers to all city-imposed taxes. It does not include service charges, special assessments (such as those for paving districts), or interest earnings, fines, or any other sources which are not taxes or licenses.

## 1. Property taxes (code T01)

Also include city-imposed ad valorem property taxes collected by the county and paid to the city for the repayment of G.O. bonds.

## 2. Local sales taxes

- a. General sales tax (code T09)**

Report revenue from city-imposed sales tax only. This tax is collected by the State and paid back to the city minus a small percentage withheld by the State for handling expenses. Be sure to enter only the amount of the check received from the State.

- b. Franchise fee or tax, public utilities (code T15)**

Enter here any franchise tax collected from a private utility to operate within the city such as gas, electric, telephone, cable TV, etc.

- d. Other** — *Specify any sales tax not mentioned above.*

### 3. Licenses, permits, and other taxes

- a. Occupation and business licensing and permits (code T28)**

Enter here licenses and inspection charges on occupation and business.

- b.** Report only licenses and permits not included in 3a.  
(code T29)

## Part IA — INTERGOVERNMENTAL REVENUE

## 1. General support

From State (code C30) — Enter amount received from alcoholic beverage tax county distribution.

## 2. Streets and highways (codes C46, D46, and B46)

Enter receipts from commercial vehicle tags, gasoline tax, bus mileage tax, registration tags.

### 3. Health or hospitals (codes C42, D42, and B42)

In the appropriate column, list any intergovernmental revenues received for operation of a hospital, health facility or health department, (grants, not loans) or funds received from other government jurisdictions for health services or facilities operated by your government.

- #### 4. Grants received for utilities (codes C91 to B91)

- 7. Grants received for mass transit and/or bus systems**  
(codes C94 to B94)

- 9. All other** (From State — code C-89; From Federal Government — code B89)

Include in the appropriate box, receipts from various payments such as:

- Park and recreation (BOR or HUD)
- Community development and urban renewal
- Civic defense
- Water and sewer facilities
- Manpower planning and utilization

**Part IB — OTHER REVENUE**

### 3. Special assessment funds

*Include —*

- All transactions of special assessment funds established to finance streets, sidewalks, or other local improvements within the city.
- Assessments collected from property owners at part IB, item 3.
- Expenditure from improvements at part II. Report as capital outlay.
- Interest paid on special assessment obligations as part II, Item 19e.
- Transactions of special assessment bonds at part V.
- Cash and security holdings of special assessment funds at part VI.

## Part IV — SALARIES, WAGES, AND FORCE ACCT.

Report salaries and wages for all employees full- and part-time. Include salaries paid for employees of any utility owned and operated by your government. Report salaries in gross amounts before deductions for income taxes, Social Security, or retirement coverage.

**Part V — DEBT OUTSTANDING, ISSUED & RETIRED**

Also include industrial revenue or pollution control bonds, if issued by your city or town.