

City of Moore

FY 2016-2017

Moore Public Works Authority

Moore Economic Development Authority





CITY OF MOORE

MOORE PUBLIC WORKS AUTHORITY

MOORE ECONOMIC DEVELOPMENT AUTHORITY

OPERATING BUDGET ADOPTED JUNE 6, 2016

INCLUDING:

MOORE PUBLIC WORKS AUTHORITY

INTERNAL SERVICE FUND

ENTERPRISE FUND

MOORE ECONOMIC DEVELOPMENT AUTHORITY

CITY OF MOORE

GENERAL FUND

SPECIAL REVENUE FUND

DEBT SERVICE FUND

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MORE ABOUT MOORE

Form of Government



Council-Manager

The City Council is comprised of one Mayor elected at large and six Council Members, two from each of three wards.
The City Council has the power to appoint and remove the City Manager.



Police



OFFICERS:

89

Fire



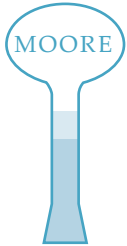
STATIONS:

4

PERSONNEL PER SHIFT:

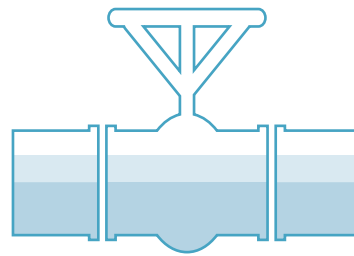
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Public Works



WATER STORAGE CAPACITY:¹
(MILLIONS OF GALLONS)

7.5



MILES OF WATER LINES¹

223

Demographic

Source: City of Moore Community Development Department.

YEAR	ESTIMATED POPULATION ²	AVERAGE ANNUAL WAGES ³	MOORE PUBLIC SCHOOL DISTRICT	UNEMPLOYMENT RATE (PERCENTAGE) ⁴
2015	60,299	41,820	23,000+	3.5
2014	59,973	40,850	23,000	3.4
2013	59,407	41,288	22,818	4.6
2012	58,819	39,160	23,031	5.0
2011	57,704	36,940	22,568	6.1
2010	55,081	35,830	22,500	6.1
2009	52,361	34,920	21,650	6.5
2008	51,277	33,720	21,140	3.9
2007	50,117	32,570	20,697	4.5
2006	49,000	31,460	21,100	4.1

¹ Information obtained from various departments of the City of Moore.

² Census Count for 2010.

³ Per U. S. Department of Labor, Bureau of Labor Statistics. Average annual wages for the State of Oklahoma.

⁴ This figure provided by the office of Oklahoma Employment Security Commission.

BUDGET CALENDAR

FISCAL YEAR 2016-2017

TARGET DATE	ACTIVITY
February 1, 2016	Budget documents and information to department heads
February 1 - February 19, 2016	Department heads prepare budget requests and return to the Finance Director
February 29 - March 4, 2016	City Manager will meet with departments individually to discuss requests
March 18, 2016	Initial draft of proposed budget
April 11 - May 23, 2016	City Council consideration of the proposed budget
June 1, 2016	Publish Proposed Budget Summary and Notice of Public Hearing on the proposed budget
June 6, 2016	Public Hearing
June 6, 2016	Budget adoption (Legal deadline is June 23)
June 30, 2016	Budget published and filed with State Auditor and City Clerk
July 1, 2016	Begin new fiscal year 2016-2017

CITYMANAGER'S LETTER

June 6, 2016

Honorable Mayor and City Council, City of Moore
Honorable Chairman and Trustees, Moore Public Works Authority ("MPWA")
Honorable Chairman and Trustees, Moore Economic Development Authority ("MEDA")

RE: FY 2016-2017 Operating Budgets – City of Moore; Moore Public Works Authority (MPWA); and
Moore Economic Development Authority (MEDA)

In supporting the goals adopted by the City Council, the FY 2016-2017 operating budgets of the City of Moore, the Moore Public Works Authority, and the Moore Economic Development Authority are hereby submitted for your review, consideration, and adoption as required by the Charter of the City of Moore, Oklahoma; Okla. Stat. § 17-201 et seq. (The Municipal Budget Act"); the Trust Indenture of the Moore Public Works Authority; and 60 Okla. Stat. § 176 ("The Public Trust Act").

The combined FY 16-17 budgets of the City, MPWA and MEDA total \$112,498,771 which represents a 3.33% decrease over FY 15-16. This results in a projected expenditure of \$1,855.31 per capita based on an estimated population of 60,636.

Sales tax collections for FY 15-16 have increased 6.5% over the previous year's actual collections. Although this is very good, it is less than what was projected. Going into FY 16-17 we are projecting that sales tax collections will remain flat, with total projected collections of \$25,850,000. Although our retail economy is good, we have continued concern about the general economic climate of the OKC metro area, due to the decline in the oil & gas industry and the resulting stress on the State budget. We intend to reassess the projected sales tax collections mid-year and present any recommended adjustments to the Council.

The MPWA has struggled for the past few years due to the rapid growth of the community and the loss of major revenue resulting from the loss of over 1,100 homes in May 2013. However, as a result of the water and sanitation rate adjustments made at the beginning of FY 15-16, water and refuse collections are up significantly. As a result, the MPWA is in much better financial shape

than it has been for some time. The total revenue projection is \$21,710,527, including water, sewer, and sanitation fees. This a 2% increase over FY 15-16. This has enabled the MPWA to again establish a Contingency Fund (\$324K), meet all of its debt service requirements, purchase needed equipment (\$734K), and resume the historical transfer of \$3M (rather than \$2.5M) to the City General Fund.

The budgets include cost-of-living increases for all employees. These increases include 1% for non-union employees, 1.67% for Police, and 0.97% to 2.97% for Fire depending on rank. The budget also includes merit increases for all eligible employees. There are no new positions included in the City or MPWA budgets. There is one new position included in the HUD-DR Fund, which will be paid for with federal funds. There are a total of 370.75 full-time equivalents (FTEs) in the budget. This breaks down to 300 full time positions and 157 part time positions.

Neither the City General Fund nor the MPWA budgets anticipate the use of undesignated fund balance. The City budget does include \$1.5M in fund balance from the 2014 MEDA Infrastructure Loan, which is earmarked for specific street projects. The MPWA's fund balance, in particular, has been in a precarious position for some time now. The improving revenue stream resulting from the rate adjustments approved last year will help improve this situation over time.

The City General Fund has fared somewhat better in recent years, but we remain cautious going forward given the general economic conditions that exist today. There is a small contingency of \$130K in the City General Fund budget, which will enable the City to deal with unexpected expenses. In addition, the City General Fund includes set-asides of sales tax to meet obligations under the existing sales tax rebate agreements for the Warren Theaters IMAX project in the amount of \$200K and Dick's Sporting Goods in the amount of \$200K. One bit of good news is that the Target sales tax rebate has ended and all sales tax revenue from Target is going to the General Fund.

The budgets include approximately \$39.7M in capital expenditures. This includes residential street repairs, water and sewer line replacement, completion of The Station at Central Park, and improvements to various parks funded by the earmarked sales tax and hotel-motel tax. Also included are several HUD funded street construction projects, reconstruction of the west I-35 Service Road south of 19th Street, widening of the SW 4th & Telephone Road intersection, and Phase II funding for the new bridge across I-35 at S. 34th Street. Also included is the purchase of two new sanitation trucks, a new 100 foot platform fire truck, a new emergency command post vehicle, several new police vehicles, and other equipment.

In summary, the budgets proposed for FY 2016-2017 will enable the City and the Trust to function on a solid financial basis. On behalf of all employees of the City of Moore, I wish to extend our sincere congratulations to the Mayor and the City Council for a job well done in guiding the growth and development of our community. Your decisions have been sound and your policy

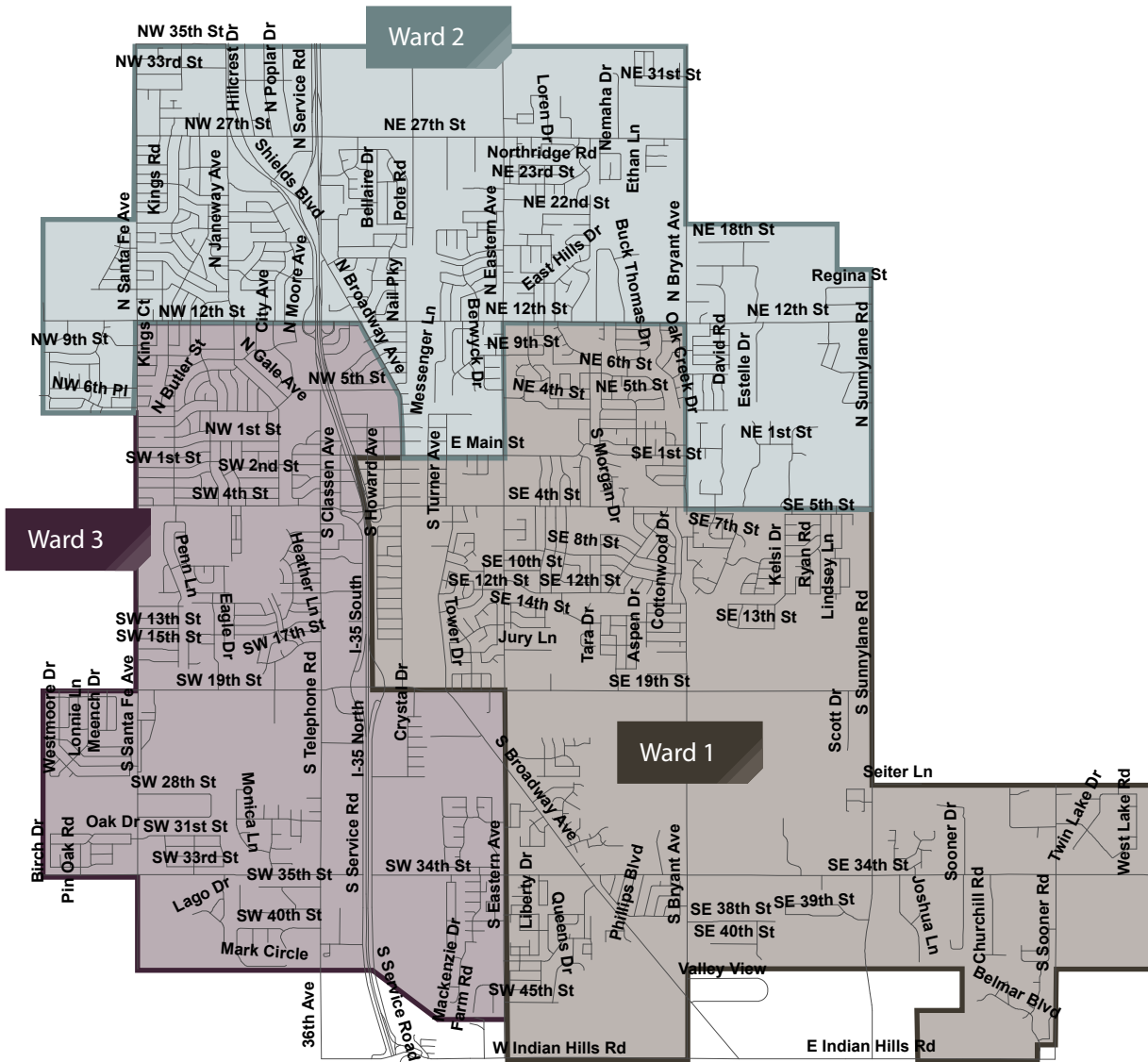
formulation excellent. I look forward to the future and to working with the Mayor and City Council to implement the budget, as we continually strive to be "A Progressive City Committed to a Quality Community".

Respectfully,



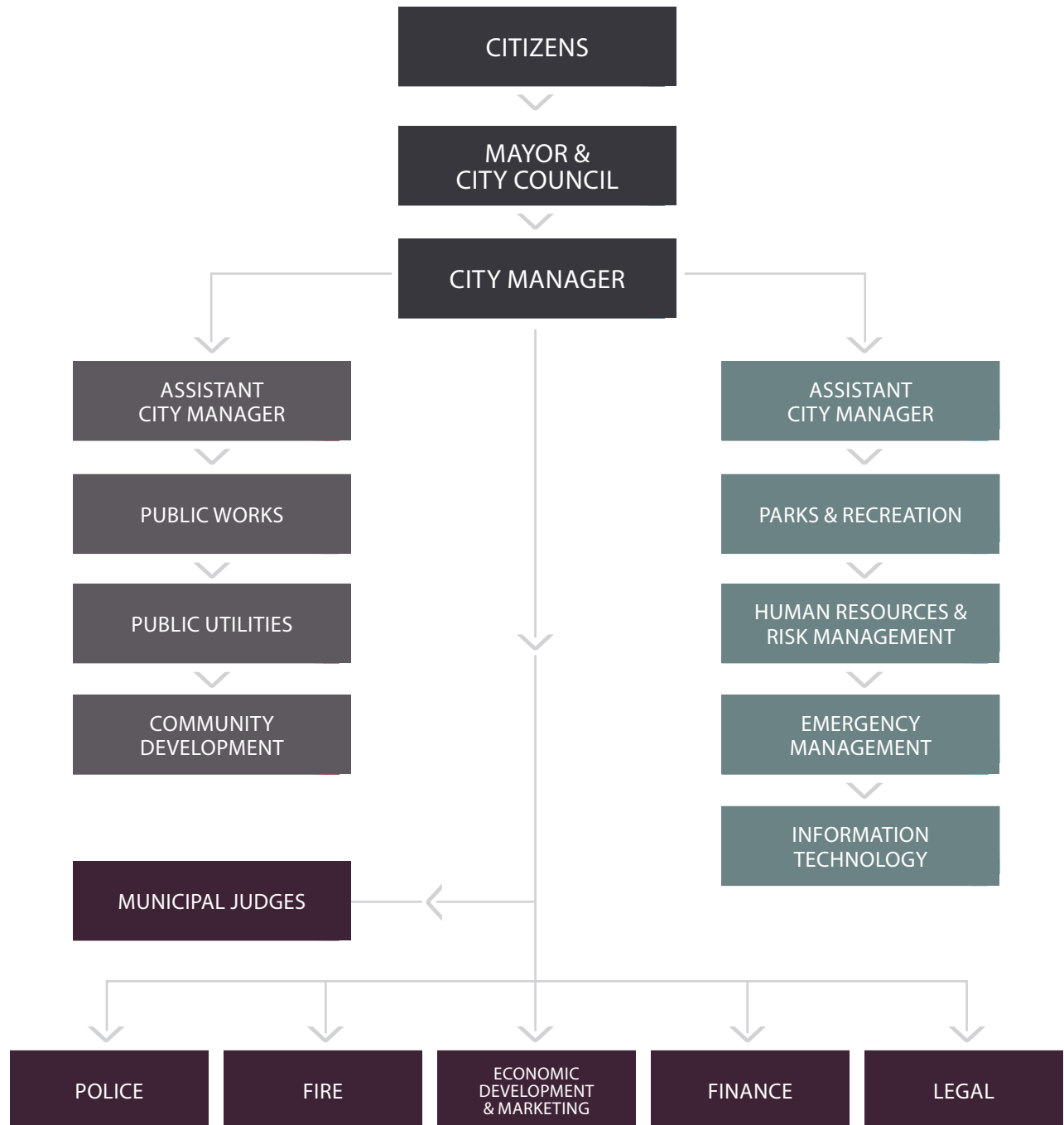
Stephen O. Eddy
City Manager

WARD MAP



ORGANIZATIONAL CHART

CITY OF MOORE



CITY ADMINISTRATION

CITY MANAGEMENT/DEPARTMENT HEADS

City Management



City Manager
Stephen O. Eddy



Assistant City Manager
Stan Drake



Assistant City Manager
Todd Jenson

Department Heads



Human Resources
Risk Management
Director
Gary Benefield



Fire Chief
Gary Bird



City Attorney
Randy C. Brink



Finance Director
Brooks Mitchell



Economic
Development
Director
Deidre Ebrey



Parks and
Recreation
Director
Todd Jenson



Community
Development
Director
Elizabeth Jones



Emergency
Management
Director
Gayland Kitch



Public Works
Director
Richard Sandefur



Police Chief
Jerry Stillings



Information
Services Director
David Thompson

CITY OFFICIALS



Mayor
Glenn Lewis
glewis@cityofmoore.com



Ward 1



Danielle McKenzie
Council Member
dmckenzie@cityofmoore.com



Adam Webb
Council Member
awebb@cityofmoore.com

Ward 2



Melissa Hunt
Council Member
mhunt@cityofmoore.com



Mark Hamm
Council Member
mhamm@cityofmoore.com

Ward 3



Terry Cavnar
Council Member
tcavnar@cityofmoore.com



Jason Blair
Vice Mayor
jblair@cityofmoore.com

RESOLUTION NO. 239 (16)

RESOLUTION NO. 239 (16)

A RESOLUTION OF THE TRUSTEES OF THE MOORE PUBLIC WORKS AUTHORITY ADOPTING, APPROVING, AND PROMULGATING AN OFFICIAL BUDGET FOR THE TRUST OF MOORE FOR FISCAL YEAR 2016-2017 IN ACCORDANCE WITH THE PROVISIONS OF THE MUNICIPAL BUDGET ACT OF THE STATE OF OKLAHOMA; APPROVING THE APPROPRIATIONS, ESTIMATE OF REVENUES, AND THE PLANNED EXPENSES CONTAINED IN SAID BUDGET FOR FISCAL YEAR 2016-2017; AND DIRECTING THAT SAID BUDGET BE FILED AND PUBLISHED IN ACCORDANCE WITH STATE LAW.

WHEREAS, the legislature of the State of Oklahoma adopted the Municipal Budget Act in 1979, which said Act became effective October 1, 1979, and is now codified as 11 Okla. Stat. (1981), Section 17-201 to Section 17-216, inclusive; and,

WHEREAS, the legislature amended 60 Okla. Stat. 176 effective July 1, 1991, which requires public trust created pursuant to Public Trust Act to comply with annual budget provisions applicable to the beneficiary of such trust; and,

WHEREAS, the Trustees have followed most provisions of the Municipal Budget Act for several years; and,

WHEREAS, in accordance with the provisions of the Municipal Budget Act, the Trustees did receive a proposed and recommended budget from the City Manager acting as Trust Manager, as directed by the Trust Indenture and policies of the Trust; and,

WHEREAS, in accordance with the provisions of the Municipal Budget Act, the Trustees did hold a public hearing on the recommended budget on the date of June 1, 2016 with said hearing being not later than fifteen (15) days prior to the beginning of the next ensuing fiscal year; and,

WHEREAS, the Municipal Budget Act requires that the Trust's budget for Fiscal Year 2016-2017 be adopted at least seven (7) days prior to the beginning of the next ensuing budget year; and,

WHEREAS, the Chairman and Trustees have carefully considered the recommendation of the Trust Manager regarding the Budget for Fiscal Year 2016-2017, and have further received public input into the budget process at the public hearing above-referenced; and,

WHEREAS, the final and complete budget for the Moore Public Works Authority for Fiscal 2016-2017 (subject to any necessary amendments or supplements thereto during the fiscal year as provided by law), has been reduced to writing in detail as required by law, and a copy of said final and complete budget for Fiscal Year 2016-2017 is attached hereto and made a part hereof and marked Exhibit "A" (Budget for the Moore Public Works Authority); and,

WHEREAS, the final budget for Fiscal Year 2016-2017 containing the appropriations for the various departments of the Trust an estimate of revenues, a planned program for expenditures and deposits into appropriate revenue debt retirement accounts for Fiscal Year 2016-2017, all of which are supported by full and sufficient financial information; and,

WHEREAS, the adoption of said budget for Fiscal Year 2016-2017, all as set forth in Exhibit "A" attached, in compliance with the provisions of the Municipal Budget Act, would be in the best interest of the Moore Public Works Authority, the City of Moore, and the residents thereof; and,

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Trustees of the Moore Public Works Authority that:

1. The final and complete budget for Fiscal Year 2016-2017, subject to amendments allowed under the State Law, all as set forth in Exhibit "-A" attached, are hereby approved, confirmed and established; and,
2. The appropriation for each of the various Trust departments, the estimate of revenues, the planned program of expenditures, and the deposits into revenue debt retirement accounts for Fiscal Year 2016-2017, all as set forth in Exhibit "A" attached, are hereby approved, confirmed and established; and,
3. The City's Director of Finance and the City Clerk, acting on behalf of the Moore Public Works Authority in their capacity as City employees, are hereby instructed to file the adopted budget, set forth in Exhibit "A" attached, with the Cleveland County Excise Board, and transmit at least one (1) copy of said budget to the office of the State Auditor and Inspector; and
4. The City Clerk is hereby requested and instructed to retain at least one (1) copy of the final and complete budget for Fiscal Year 2016-2017 as the same may be amended during said fiscal year, on file in the City Clerk's office for inspection; and
5. In accordance with the Municipal Budget Act of 1979, specifically 11 Okla. Stat. (1981) 17-215, the Trust Manager, as Chief Executive Officer of the Trust, is hereby authorized to transfer unexpended and unencumbered appropriations, or any portion thereof, from one account to another within the same department or to another within the same fund, except that no appropriation for debt service or other appropriation required by law, contract, covenant, or ordinance may be reduced below the required minimum. The Trust's appropriation shall be established at the expenditure classification levels of personal services, materials and supplies, other services and charges, capital outlays, and debt service, as provided by 11 Okla. Stat. (1981) 17-213, further account detail is provided in the budget for explanation only.

PASSED AND APPROVED by the Chairman and Trustees of the Moore Public Works Authority this 6th June, 2016.




ADAM WEBB, SECRETARY


GLENN LEWIS, CHAIRMAN OF THE TRUST

APPROVED AS TO FORM & LEGALITY:


RANDY C. BRINK, CITY ATTORNEY

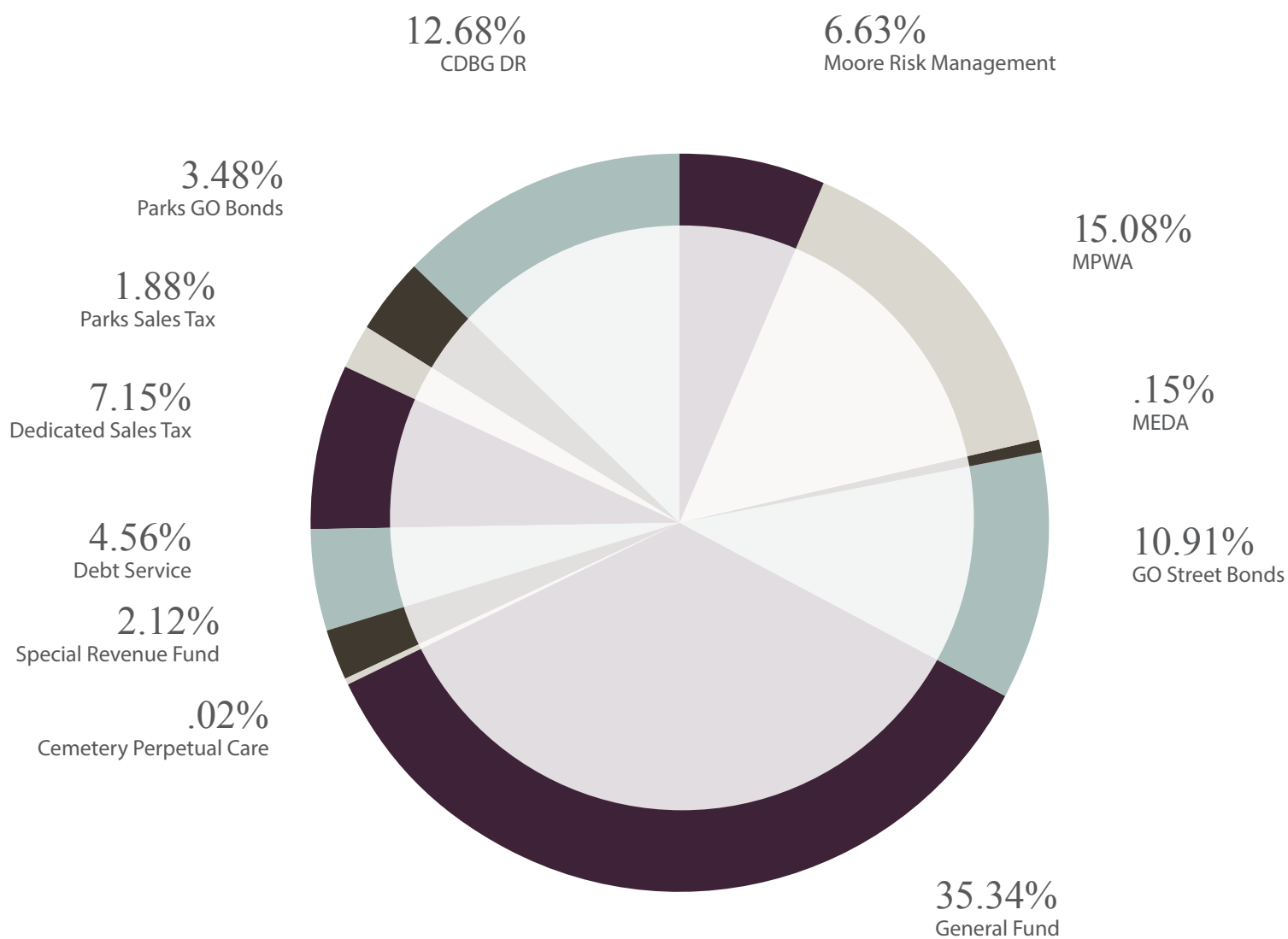
FUND TOTALS

CITY OF MOORE, MEDA & MPWA

FUND	FUND NAME	FUND TOTAL
Fund 2	Moore Risk Management	7,457,663
Fund 5	Moore Public Works Authority	16,960,527
	Total Moore Public Works Authority	\$24,418,190
Fund 3	Moore Economic Development Authority	173,162
	Total Moore Economic Development Authority	\$173,162
Fund 4	2013 & 2015 GO Street Bonds	12,276,757
Fund 6	General Fund	39,743,560
Fund 7	Cemetery Perpetual Care	27,857
Fund 8	Special Revenue Fund	2,389,371
Fund 9	Debt Service	5,129,690
Fund 12	Dedicated Sales Tax	8,042,843
Fund 13	Parks Sales Tax	2,113,961
Fund 14	Parks GO Bonds	3,916,165
Fund 15	CDBG DR	14,267,215
	Total City of Moore	\$87,907,419
	Grand Total	\$112,498,771

FUND TOTALS

CITY OF MOORE



NOTICE OF PUBLIC HEARING

Public notice published in The Oklahoman on June 1, 2016.

The City of Moore-Moore Public Works Authority will hold a Public Budget Hearing at 6:30 p.m. on June 6, 2016, in the City Council Chambers, City Hall, 301 N. Broadway, Moore, Oklahoma, for the purpose of receiving and hearing comments from the public concerning the proposed budgets for the Fiscal Year 2016-2017 as summarized below: The public is encouraged to

Department Function	General Fund	G.O. Debt Service	Moore Public Works Authority	Special Revenue
General Government	\$4,125,700		\$13,640,997	
GO Street Bonds Improvements				\$12,276,757
Moore Risk Management			7,457,663	
Moore Economic Development Authority				173,162
Managerial	813,118			
City Attorney	220,630			
Finance	1,314,306			
Municipal Court	566,740			
Information Services	1,397,980			
Sanitation			3,319,530	
Police	10,830,976			
Communications	922,806			
Emergency Management	340,305			
Fire	8,600,430			
Public Works	1,854,625			
Animal Adoption Center	412,302			
Fleet Maintenance	958,944			
Street Improvements	1,494,897			
Building Maintenance	486,847			
Planning	469,007			
Inspections	506,739			
Code Enforcement	346,352			
Park and Recreation	819,868			
Brand Sr. Citizen Center	155,061			
Landscape and Beautification	131,666			
Park and Recreation Activities	157,149			
Parks and Cemetery Maintenance	736,516			
Moore Recreation Center	1,449,953			
Aquatic Park	559,663			
Library	22,980			
Capital Planning & Resiliency	48,000			
Special Revenue - Cemetery				27,857
Special Revenue				2,389,371
G.O. Debt Service		\$5,129,690		
Dedicated Sales Tax				8,042,843
Parks Sales Tax				2,113,961
Park GO Bonds				3,916,165
CDBG DR				14,267,215
Total	\$39,743,560	\$5,129,690	\$24,418,190	\$43,207,331

Total Budget: \$112,498,771

A copy of this information, the proposed budget, and related materials are available for public inspection from 8:00 a.m. to 5:00 p.m. weekdays at the office of the City Clerk, City Hall, 301 North Broadway, Moore, Oklahoma.

Glenn Lewis, Mayor
City of Moore

EXHIBIT “A”

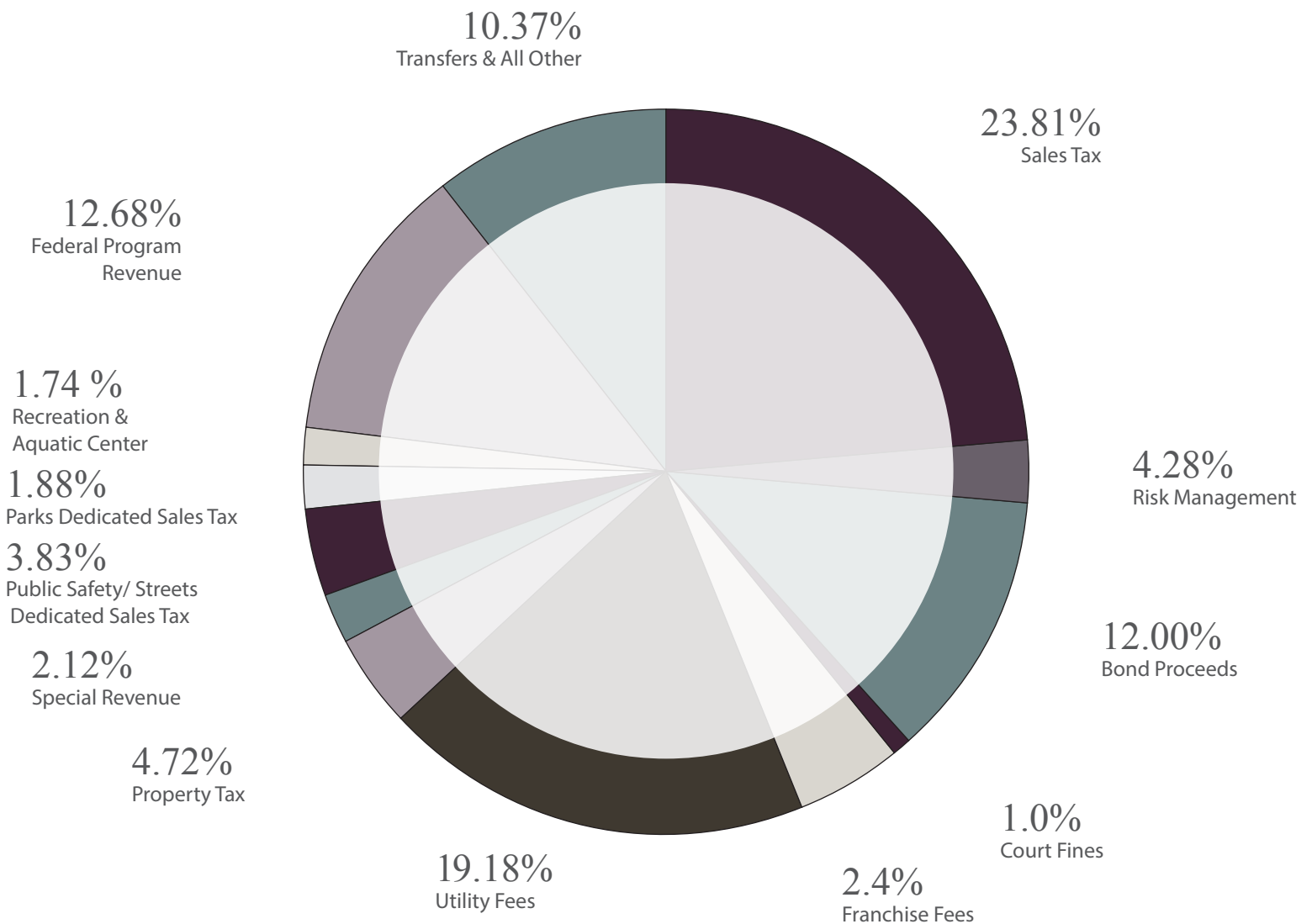
SCHEDULE OF REVENUES OF THE MPWA

REVENUE SOURCE	2014-2015	2015-2016	2015-2016	2016-2017
Moore Risk Management	Actual	Budget	Revised Estimate	Budget
CHARGES FOR SERVICES:				
Health Insurance Premiums	\$3,665,359	\$4,000,000	\$4,000,000	\$4,200,000
AD & D Premiums	221,346	210,000	210,000	252,988
Cobra/Retiree Health Premiums	272,370	250,000	250,000	262,750
TOTAL CHARGES FOR SERVICES	4,159,075	4,460,000	4,460,000	4,715,738
MISCELLANEOUS REVENUE:				
Interest Income	1,171	2,000	2,000	500
Transfer In	1,186,215	2,902,697	2,914,511	2,541,425
Other	343,366	100,00	100,000	200,000
TOTAL MISCELLANEOUS REVENUE	2,205,752	3,004,697	3,016,511	2,741,925
RISK MANAGEMENT TOTAL REVENUES	6,364,827	7,464,697	7,464,697	7,457,663
Less: Expenses	6,796,345	7,464,697	7,476,697	7,457,663
Beginning Unrestricted Fund Balance	0	0	0	0
UNRESTRICTED FUND BALANCE	-\$431,518	\$0	\$0	\$0
UTILITY OPERATIONS BUDGET				
CHARGES FOR SERVICES:				
Water Receipts	\$7,144,491	\$9,071,137	\$9,071,137	\$9,071,137
Water Installations	59,565	70,000	70,000	50,000
Penalty/Reconnect Fees	182,167	190,000	190,000	195,000
Temporary/Bulk Water	16,427	10,000	10,000	12,000
New Service Connection Fee	114,295	100,000	100,000	113,000
Sewer Receipts	3,710,508	3,700,900	3,700,900	3,888,166
Sewer Surcharge/Impact Fee	3,720,873	3,645,000	3,645,000	3,725,750
Sewer Installations	10,787	10,000	10,000	9,600
Refuse Collection Receipts	3,944,665	4,382,400	4,382,400	4,426,224
Landfill Collection Fee	62,262	60,000	60,000	61,500
TOTAL CHARGES FOR SERVICES	18,966,040	21,239,437	21,239,437	21,552,377
MISCELLANEOUS REVENUE:				
Interest Income	10,859	14,000	14,000	19,000
Other	1,672,096	92,750	92,750	139,150
TOTAL MISCELLANEOUS REVENUE	1,672,096	106,750	106,750	158,150
MPWA FUND TOTAL REVENUES	20,638,136	21,346,187	21,346,187	21,710,527
Beginning Unrestricted Fund Balance	0	0	261,423	0
Sales Tax Transfer from General Fund	24,386,721	27,390,000	27,390,000	25,450,000
SUB-TOTAL	45,024,857	48,736,187	48,736,187	47,160,527
Sales Tax Transfer to General Fund	-24,386,721	-27,390,000	-27,390,000	-25,450,000
Transfer to General Fund/Other Fund	-2,291,667	-2,500,000	-2,500,000	-3,000,000
Transfer to Risk Management	-1,604,167	-1,750,000	-1,750,000	-1,750,000
Total MPWA Revenues	16,742,302	17,096,187	17,096,187	16,960,527
Less Expenses/Encumbrances	17,404,690	17,096,187	17,096,187	16,960,527
UNRESTRICTED FUND BALANCE	-\$662,388	\$0	\$0	\$0

COMBINED REVENUES

CITY OF MOORE & MPWA

FY 2016-2017



SUMMARY OF GENERAL FUND EXPENDITURES

CITY OF MOORE

Department	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17	Difference FY 16-17/15-16
General Government	\$4,388,993	\$5,355,743	\$4,125,700	(\$1,230,043)
Managerial	710,117	771,640	813,118	41,478
City Attorney	343,250	344,528	220,630	(123,898)
Central Purchasing	1,343	0	0	0
City Clerk/Finance	1,304,946	1,339,190	1,314,306	(24,884)
Municipal Court	515,195	570,628	566,740	(3,888)
Information Services	919,969	1,323,526	1,397,980	74,454
Police	10,371,579	10,702,068	10,830,976	74,454
Communications	819,813	927,044	922,806	(4,238)
Emergency Management	248,249	320,244	340,305	20,061
Fire	8,480,539	8,923,592	8,600,430	(323,161)
Public Works	2,650,063	2,350,752	1,854,625	(496,127)
Animal Adoption	402,007	429,378	412,302	(17,076)
Fleet Maintenance	972,038	810,867	958,944	148,077
Street Improvements	2,918,665	2,149,425	1,494,897	(654,528)
Building Maintenance	451,913	521,903	486,847	(35,056)
Community Develop./Planning	376,645	457,883	469,007	11,124
Inspections	559,257	663,433	506,739	(156,694)
Code Enforcement	310,341	322,559	346,352	23,793
Capital Planning & Resiliency	1,654	11,500	48,000	36,500
Parks & Recreation	645,850	768,638	819,868	51,230
Senior Citizen Services	134,743	158,297	155,061	(3,236)
Landscape and Beautification	116,281	128,307	131,666	3,359
Park & Recreation Activities	86,584	154,500	157,149	(2,649)
Parks and Cemetery Maintenance	653,161	953,675	736,516	(217,159)
Recreation Center	50,049	1,028,346	1,449,953	421,607
Aquatic Park	26,719	359,838	559,663	199,825
Library	83,350	66,662	22,980	(43,682)
Moore/Smith Cemetery	1,979	75,000	0	(75,000)
Total	\$38,543,291	\$41,989,166	\$39,743,560	(\$2,245,606)

ALLOCATION OF CITY/MEDA/MPWA PERSONNEL FULL TIME EQUIVALENT(FTE)

Department	FY 13-14	FY 14-15	FY 15-16	FY 16-17
Economic Development Authority	3.00	3.00	1.00	1.00
Total MEDA	3.00	3.00	1.00	1.00
General Government	1.00	1.00	1.00	1.00
Managerial	4.50	4.50	5.50	5.50
City Attorney	3.00	3.00	2.00	1.00
Finance	15.25	16.25	16.50	16.50
Municipal Court	7.00	7.00	7.00	7.00
Information Services	2.00	4.00	4.00	4.00
Police	92.00	92.00	94.00	94.00
Communications	12.50	12.50	12.50	12.50
Emergency Management	2.00	2.00	2.00	2.00
Fire Department	72.00	74.00	74.00	74.00
Public Works (Streets & Drainage)	11.50	11.50	11.50	11.50
Animal Adoption Center	6.00	5.00	5.00	5.00
Fleet Maintenance	6.00	6.00	6.00	6.00
Building Maintenance	7.00	7.00	7.00	7.00
Planning	4.00	4.00	4.00	4.00
Inspections	7.00	9.00	9.00	9.00
Code Enforcement	3.00	3.00	3.00	3.00
Park & Recreation	7.00	7.00	7.00	8.00
Senior Citizen Services	2.00	2.00	2.00	2.00
Landscape and Beautification	2.00	2.00	2.00	2.00
Park & Recreation Activities	8.00	8.00	8.00	8.00
Parks and Cemetery Maintenance	6.00	6.00	6.00	6.00
Moore Recreation Center	0.00	18.50	18.75	18.75
Aquatic Park ¹	0.00	0.00	37.00	37.00
HUD DR Grant	0.00	0.00	4.00	5.00
Total City	281.75	341.75	348.75	349.75
Risk Management/Human Resources	4.00	4.00	4.00	4.00
Sanitation	14.00	15.00	15.00	15.00
Total MPWA	18.00	19.00	19.00	19.00
Grand Total	302.75	363.75	368.75	369.75

¹ Seasonal positions, approximately 14 weeks



MOORE PUBLIC WORKS AUTHORITY

FUND 02 | RISK MANAGEMENT
FUND 05 | PUBLIC WORKS AUTHORITY

BUDGET SUMMARY

PUBLIC WORKS AUTHORITY

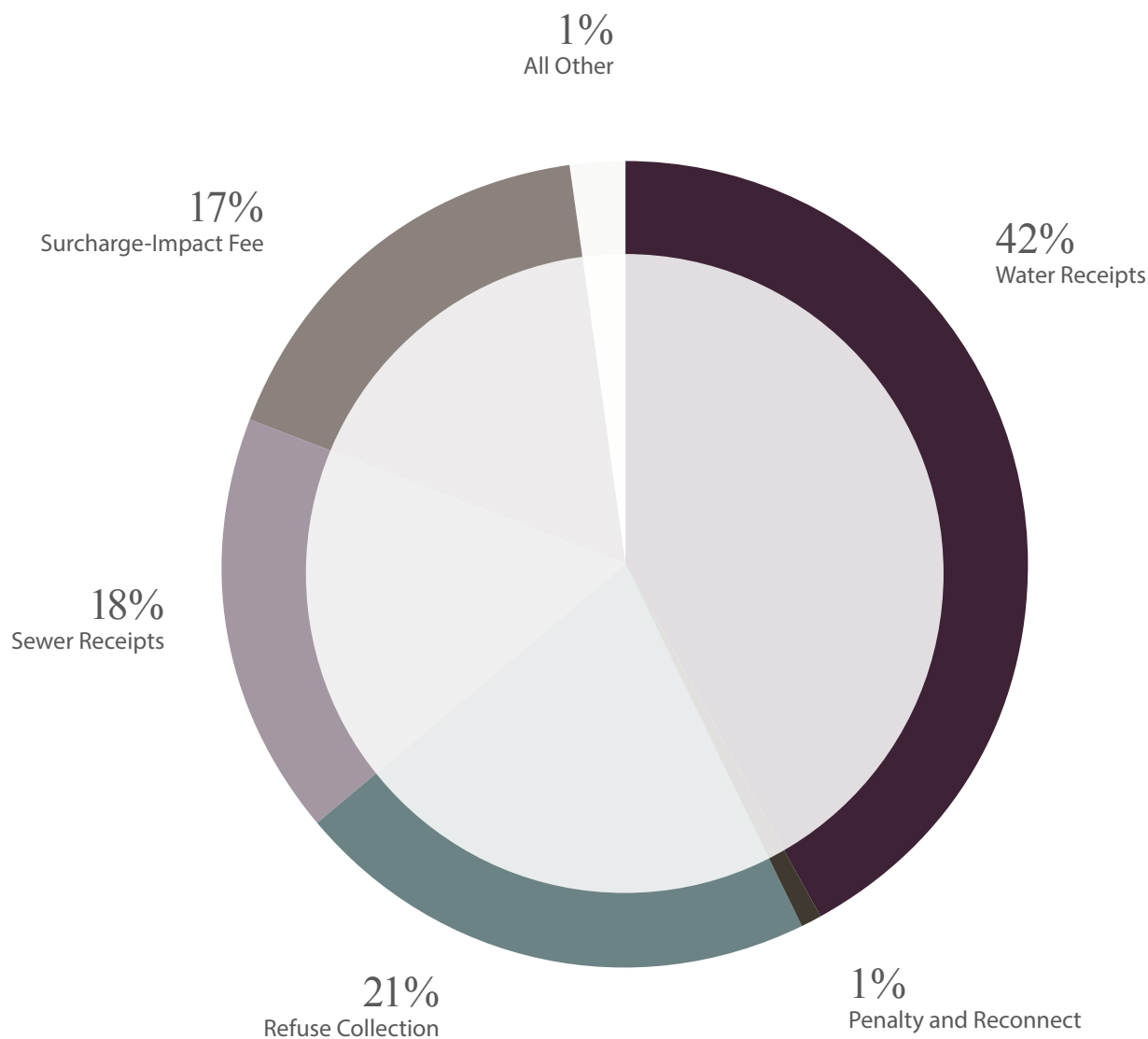
DEPARTMENT	ACTUAL FY 14-15	ESTIMATED FY 15-16	PROPOSED FY 16-17	DIFFERENCE FY 16-17 / 15-16
Risk Management	\$6,796,345	\$7,467,511	\$7,457,663	-\$7,034
General Government	15,282,192	15,546,823	13,640,997	-2,472,143
Sanitation	2,122,497	1,810,787	3,319,530	1,093,743
TOTAL	\$24,201,035	\$24,834,121	\$24,418,190	-\$1,385,434
ACCOUNT	ACTUAL FY 13-14	ACTUAL FY 14-15	ESTIMATED FY 15-16	PROPOSED FY 16-17
Personal Services	\$1,358,677	\$1,345,063	\$1,529,322	\$1,483,659
Materials & Supplies	130,115	114,785	130,729	3,594,177
Other Services & Charges	16,306,484	17,212,266	18,692,570	15,080,093
Debt Service	3,806,249	3,572,269	3,562,000	3,325,761
Capital Outlay	5,797,318	1,956,652	919,500	934,500
TOTAL	\$27,398,843	\$24,201,035	\$24,834,121	\$24,418,190

This table includes Moore Risk Management, Sanitation, and General Government Operations.

CHART OF REVENUE

PUBLIC WORKS AUTHORITY

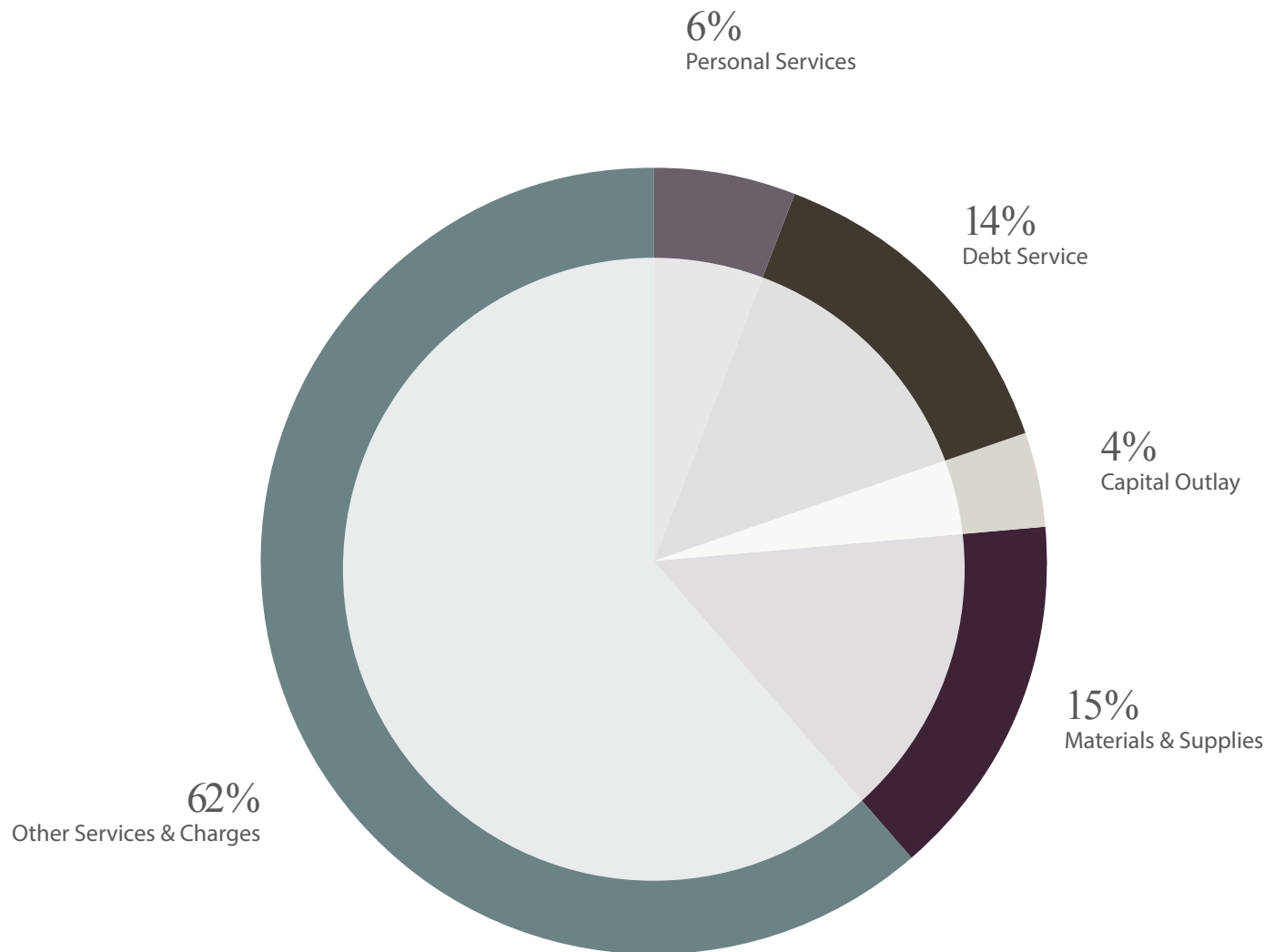
FY 2016-2017



UTILITYEXPENSE CATEGORIES ALLOCATION

PUBLIC WORKS AUTHORITY

FY 2016-2017



RISK MANAGEMENT & HUMAN RESOURCES

FUND 02 | DEPARTMENT 025

RISK MANAGEMENT & HUMAN RESOURCES

FUND 02 | DEPARTMENT 025

Goals

1. Evaluate and improve Human Resource functions;
2. Reduce risk(s) and prevent losses;
3. Promote departmental safety awareness through safety training programs;
4. Minimize liability from Tort Claims;
5. Maintain an efficient Workers' Compensation Program;
6. Maintain an efficient Health Benefit Program.

Objectives

1. Continue to improve hiring processes;
2. Continue to update Job Descriptions;
3. Perform job safety analysis and incident investigations;
4. Complete Risk Management Analysis;
5. Continue Health Benefit Committee Meetings;
6. Assist with Munis HR implementation;
7. Implement new compensation program;
8. Implement new Wellness Program.

RISK MANAGEMENT & HUMAN RESOURCES

FUND 02 | DEPARTMENT 025

	Actual CY 2014	Actual CY 2015	Projected CY 2016
PERFORMANCE MEASUREMENTS			
Task			
New hire orientations	34	35	105
Workplace injuries	25	26	28

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
BUDGET SUMMARY			
Category			
Personal Services	\$398,908	\$424,642	\$410,513
Materials & Supplies	3,689	1,806	3,900
Other Services & Charges	6,370,423	7,050,063	7,043,250
Capital Outlay	23,326	0	0
Total	\$6,796,346	\$7,476,511	\$7,457,663

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
PERSONNEL SUMMARY				
Departmental Position:				
Human Resources/ Risk Management Director	1.00	1.00	1.00	1.00
Personnel Technician	1.00	1.00	1.00	1.00
Benefit Specialist	1.00	1.00	1.00	1.00
Loss Control Officer	1.00	1.00	1.00	1.00
Total	4.00	4.00	4.00	4.00

GENERAL GOVERNMENT

FUND 05 | DEPARTMENT 035

GENERAL GOVERNMENT

FUND 05 | DEPARTMENT 035

Goals

1. To maintain and expand the City's water and sewer system;
2. To provide timely and accurate utility bills;
3. To improve the information and service level for utility customers.

Objectives

1. To provide the finest utility and customer service for all customers;
2. To minimize down time following water main breaks.

Note: The Water, Sewer and Commercial Sanitation Departments are currently privatized services. (This department includes utility billing costs, paying agent fees, debt costs, and contractual agreements with a private company to provide service for utility departments.)

GENERAL GOVERNMENT

FUND 05 | DEPARTMENT 035

BUDGET SUMMARY

Category	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Personal Services	\$280	\$277	\$0
Materials & Supplies	109,416	124,723	3,401,077
Other Services & Charges	10,589,501	11,370,323	6,524,659
Capital Outlay	1,010,726	489,500	389,500
Debt Service	3,572,269	3,562,000	3,325,761
Total	\$15,282,192	\$15,546,823	\$13,640,997

PERSONNEL SUMMARY

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Departmental Position:				
No Budgeted Personnel				
Total	0.00	0.00	0.00	0.00

SANITATION

FUND 05 | DEPARTMENT 066

SANITATION

FUND 05 | DEPARTMENT 066

Goals

1. Expand services to include green waste recycling;
2. All residential routes completely automated;
3. All residential routes mapped and monitored for efficiency.

Objectives

1. Implement plan for carting all yard waste, except for specific time for scalping yards;
2. Implement curbside recycling.

SANITATION

FUND 05 | DEPARTMENT 066

PERFORMANCE MEASUREMENTS

	Actual FY 14-15	Estimated FY 15-16	Projected FY 16-17
Task			
Poly Carts in use	29,000	31,000	31,500

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
Personal Services	\$945,875	\$1,104,403	\$1,073,146
Materials & Supplies	1,680	4,200	189,200
Other Services & Charges	252,342	272,184	1,512,184
Capital Outlay	922,600	430,000	545,000
Total	\$2,122,497	\$1,810,787	\$3,319,530

PERSONNEL SUMMARY

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Departmental Position:				
Sanitation Supervisor	1.00	1.00	1.00	1.00
Terminator Operator	3.00	3.00	3.00	3.00
Sanitation Equipment Operator	11.00	11.00	11.00	11.00
Total	15.00	15.00	15.00	15.00



MOORE ECONOMIC

DEVELOPMENT AUTHORITY

FUND 03 | MOORE ECONOMIC DEVELOPMENT AUTHORITY

MOORE ECONOMIC DEVELOPMENT AUTHORITY

FUND 03 | DEPARTMENT 030

Goals

1. To provide timely and accurate information to the business community, commercial real estate professionals and the public at large;
2. To recruit business and industry to the City that complements our existing and developing economy and increases our sales tax revenues;

Objectives

1. Produce local news and information stories and inform the citizens through effective use of channel 20, online communications and social media;
2. Maintain positive and up-to-date relationships with commercial real estate professionals, retail representatives, developers and property owners to effectively facilitate development.

MOORE ECONOMIC DEVELOPMENT AUTHORITY

FUND 03 | DEPARTMENT 030

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
Personal Services	\$270,991	\$293,755	\$149,762
Materials & Supplies	860	3,685	2,500
Other Services & Charges	51,252	39,438	20,900
Capital Outlay	0	0	0
Total	\$323,103	\$336,878	\$173,162

PERSONNEL SUMMARY

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Departmental Position:				
Economic Development Director	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	0.00	0.00
Marketing Specialist	1.00	1.00	0.00	0.00
Total	3.00	3.00	1.00	1.00

CITY OF MOORE

FUND 04 | GO STREET BONDS
FUND 06 | GENERAL FUND
FUND 07 | CEMETERY PERPETUAL CARE
FUND 08 | SPECIAL REVENUE FUND
FUND 09 | DEBT SERVICE
FUND 12 | DEDICATED SALES TAX
FUND 13 | PARKS SALES TAX
FUND 14 | PARKS GO BONDS
FUND 15 | CDBG DR

RESOLUTION NO. 843 (16)

RESOLUTION NO. 843 (16)

A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF MOORE ADOPTING, APPROVING AND PROMULGATING AN OFFICIAL BUDGET FOR THE CITY OF MOORE FOR FISCAL YEAR 2016-2017 IN ACCORDANCE WITH THE PROVISIONS OF THE MUNICIPAL BUDGET ACT OF THE STATE OF OKLAHOMA; APPROVING THE APPROPRIATIONS, ESTIMATE OF REVENUES, AND THE PLANNED EXPENDITURES CONTAINED IN SAID BUDGET FOR FISCAL YEAR 2016-2017; ESTABLISHING AND APPROVING THE SINKING FUND LEVIES SET FORTH IN SAID BUDGET FOR FISCAL YEAR 2016-2017; AND DIRECTING THAT SAID BUDGET BE FILED AND PUBLISHED IN ACCORDANCE WITH STATE LAW.

WHEREAS, the legislature of the State of Oklahoma adopted the Municipal Budget Act in 1979, which said Act became effective October 1, 1979, and is now codified as 11 Okla. Stat. § 17-201 to 17-216 (1981), inclusive; and,

WHEREAS, in accordance with the provisions of 11 Okla. Stat. § 17-203 (1981), the governing body of the City of Moore has formally elected to come under the terms and provisions of the Municipal Budget Act; and,

WHEREAS, in accordance with the provisions of the Municipal Budget Act, the City Council did receive a proposed and recommended budget from the City Manager, as directed by both law and the City Charter of the City of Moore; and,

WHEREAS, in accordance with provisions of the Municipal Budget Act, the City Council did hold a public hearing on the recommended budget on the date of June 6, 2016, with said hearing being not later than fifteen (15) days prior to the beginning of the next ensuing fiscal year; and,

WHEREAS, the Municipal Budget Act requires that the City's budget for Fiscal Year 2016-2017 be adopted at least seven (7) days prior to the beginning of the next ensuing budget year; and,

WHEREAS, the Mayor and City Council have carefully considered the recommendation of the City Manager regarding the budget for Fiscal Year 2016-2017 (subject to any necessary amendments or supplements thereto during the fiscal year as provided by law), has been reduced to writing in detail as required by law, and a copy of said final and complete budget for Fiscal Year 2016-2017 is attached hereto and made a part hereof and marked Exhibit "B"; and,

WHEREAS, the final budget for Fiscal Year 2016-2017 containing the appropriations for various departments of the City, an estimate of revenues, a planned program for expenditures and sinking fund levies for Fiscal Year 2016-2017, all of which are supported by full and sufficient financial information; and,

WHEREAS, the adoption of said budget for Fiscal Year 2016-2017, all as set forth in Exhibit "B", attached, in compliance with the provisions of the Municipal Budget Act, would be in the best interest of the City of Moore and the residents thereof;


WHEREAS, certain budgeted appropriations require adjustments at various times during the fiscal year and the Municipal Budget Act of 1979 permits the governing body to authorize the Chief Executive Officer to exercise the authority to transfer unexpended and unencumbered appropriations as set forth in 11 Okla. Stat. (1981) § 17-125.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Moore that:

1. The final and complete budget for Fiscal Year 2016-2017, subject to amendments allowed under state law, all as set forth in Exhibit "B" attached are hereby approved, confirmed and established; and,
2. The appropriations for each of the various City departments, the estimate of revenues, the planned program of expenditures, and the sinking fund levies for Fiscal Year 2016-2017, all as set forth in Exhibit "B" attached, are hereby approved, confirmed and established; and,
3. The Director of Finance and the City Clerk are hereby instructed to file the adopted budget, set forth in Exhibit "B" attached, with the office of the State Auditor and Inspector; and,
4. The Finance Director is further instructed to take the necessary steps as required by law to present the sinking fund levies for Budget Year 2016-2017 to the Cleveland County Excise Board for approval; and,
5. The City Clerk is hereby directed and instructed to retain at least one copy of the final and complete budget for Fiscal Year 2016-2017 as the same may be amended during said fiscal year, on file in his/her office for inspection; and,
6. In accordance with the Municipal Budget Act of 1979, specifically 11 Okla. Stat. (1981) § 17-215, the City Manager as Chief Executive Officer of the City, or his designee, is hereby authorized to transfer unexpended and unencumbered appropriations, or any portion thereof, from one account to another within the same department or to another within the same fund, except that no appropriation for debt service or other appropriation required by law or ordinance may be reduced below the required minimum. The City's appropriation shall be established at the expenditure classification levels of personal services, materials and supplies, other services and charges, capital outlays, and debt services, as provided by 11 Okla. Stat. (1981) § 17-213, further account detail are provided in the budget for explanation only.

PASSED AND APPROVED this 6th day of June, 2016.




GLENN LEWIS, MAYOR

ATTEST: (Seal)


BROOKS MITCHELL, CITY CLERK

APPROVED AS TO FORM & LEGALITY:


RANDY C. BRINK, CITY ATTORNEY

EXHIBIT “B” SCHEDULE OF REVENUES

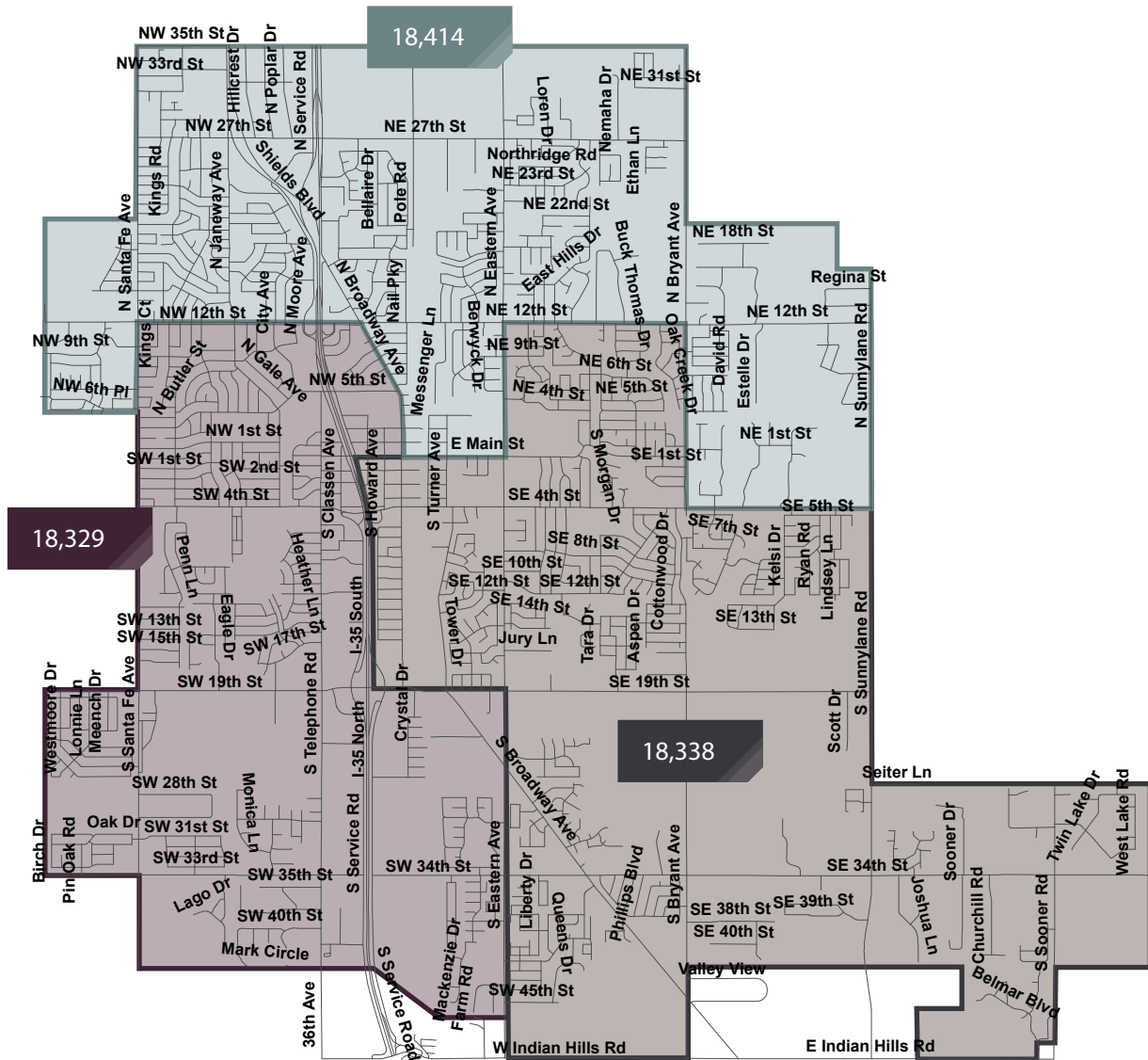
CITY OF MOORE

REVENUE SOURCE	2014-2015 Actual	2015-2016 Budget	2015-2016 Revised Estimate	2016-2017 Budget
TAXES:				
Sales Tax	\$23,601,046	\$27,390,000	\$27,390,000	\$25,450,000
Sales Tax-Rebates	785,675	825,000	825,000	400,000
Franchise (Cable)	649,617	650,000	650,000	675,000
Franchise (Electric)	1,610,789	1,550,000	1,550,000	1,845,000
Franchise (Gas)	311,340	275,000	275,000	225,000
Franchise (Telephone)	28,133	50,000	50,000	225,000
AT&T Video Franchise	253,926	240,000	240,000	105,000
Use Tax	1,131,259	900,000	900,000	940,000
Cigarette/Tobacco Tax	356,693	350,000	350,000	394,000
TOTAL TAXES	\$28,728,478	\$32,230,000	\$32,230,000	\$30,259,000
LICENSES AND PERMITS:				
Oil Well Permits	\$13,050	\$14,000	\$14,000	\$14,000
Alarm Permits	11,591	11,000	11,000	7,000
Contractor Licenses	82,327	100,000	100,000	85,000
Licenses and Permits - Clerk	37,640	25,000	25,000	30,000
Cemetery Staking Fees	15,895	14,000	14,000	14,500
Building/Occupancy Permits	135,286	115,000	115,000	125,000
Licenses and Permits - Inspections	146,595	62,500	62,500	81,700
TOTAL LICENSES AND PERMITS	\$442,384	\$341,500	\$341,500	\$357,200
INTERGOVERNMENTAL REVENUE:				
Alcoholic Beverage Tax	\$151,214	\$140,000	\$140,000	\$150,000
Gasoline Excise Tax	107,684	100,000	100,000	110,000
Motor Vehicle Tax	443,312	400,000	400,000	430,000
School System Cost Sharing	300,937	300,000	300,000	310,000
TOTAL INTERGOVERNMENTAL REVENUE	\$1,003,147	\$940,000	\$940,000	\$1,000,000
FINES AND FORFEITURES:				
Court Fines	\$1,179,695	\$1,170,000	\$1,170,000	\$1,067,000
Impound Fees and Fines	0	3,500	3,500	0
Restitution	120	100	100	0
Jail Cost Fees	11,253	10,000	10,000	8,400
Technology Fees	0	108,000	108,000	50,000
Other	1,214	0	0	0
TOTAL FINES AND FORFEITURES	\$1,192,282	\$1,291,600	\$1,291,600	\$1,125,400

REVENUE SOURCE	2014-2015 Actual	2015-2016 Budget	2015-2016 Revised Estimate	2016-2017 Budget
MISCELLANEOUS REVENUES:				
Community Center Rental	\$29,626	\$25,000	\$25,000	\$16,000
Various Class Fees/Rentals	24,755	29,800	29,800	14,000
Basketball/Volleyball League Fees	69,599	46,000	46,000	60,000
Concessions	9,011	6,000	6,000	67,000
Recreation Class/Activities	5,035	1,000	1,000	12,225
Recreation Center Memberships	0	1,097,122	1,097,122	1,582,000
Swimming Pool Admission	0	10,000	10,000	0
Swimming Pool Concession	0	10,000	10,000	0
Swimming Pool Season Pass	0	170,449	170,449	370,000
Interest Income	44,019	40,000	40,000	14,000
Sales Tax Interest	18,656	20,000	20,000	20,000
Miscellaneous	156,843	99,920	99,920	213,300
Cemetery Lot Sales	137,825	100,000	100,000	125,000
Animal Welfare Fees	39,089	30,000	30,000	40,000
Sales of Material	10,648	0	0	11,000
Payment Agency Receipts	379	200	200	200
Reports and Copies	6,612	6,000	6,000	10,000
Application Fees	6,378	7,000	7,000	12,000
Inspection Fees - Planning	21,779	30,000	30,000	20,000
Mowing Liens	137,080	120,000	120,000	90,000
Auction Proceeds	13,826	1,000	1,000	1,500
Various Class Fees/Rentals	0	252,000	252,000	0
Sale of Land	483,271	0	0	0
TOTAL MISCELLANEOUS REVENUE	\$1,214,431	\$2,101,491	\$2,101,491	\$2,678,225
GENERAL FUND REVENUES:				
Beginning Unrestricted Fund Balance	0	0	618,433	1,494,897
Sales Tax Transfer from MPWA	24,386,721	27,390,000	27,390,000	25,450,000
Sales Tax Transfer to MPWA	-24,386,721	-27,390,000	-27,390,000	-25,450,000
Transfer from MPWA	2,291,667	2,500,000	2,500,000	3,000,000
Transfer (to) from Other Funds	-288,400	-334,858	-334,858	-171,162
Total General Fund Revenues	34,853,989	39,069,733	39,688,166	39,743,560
Plus: Reserved Fund Balance	0	2,100,000	2,100,000	0
Less: Expenditures/Encumbrances	38,545,292	41,169,733	41,788,166	39,743,560
UNRESTRICTED FUND BALANCE	-\$3,691,303	\$0	\$0	\$0

CITY MAP

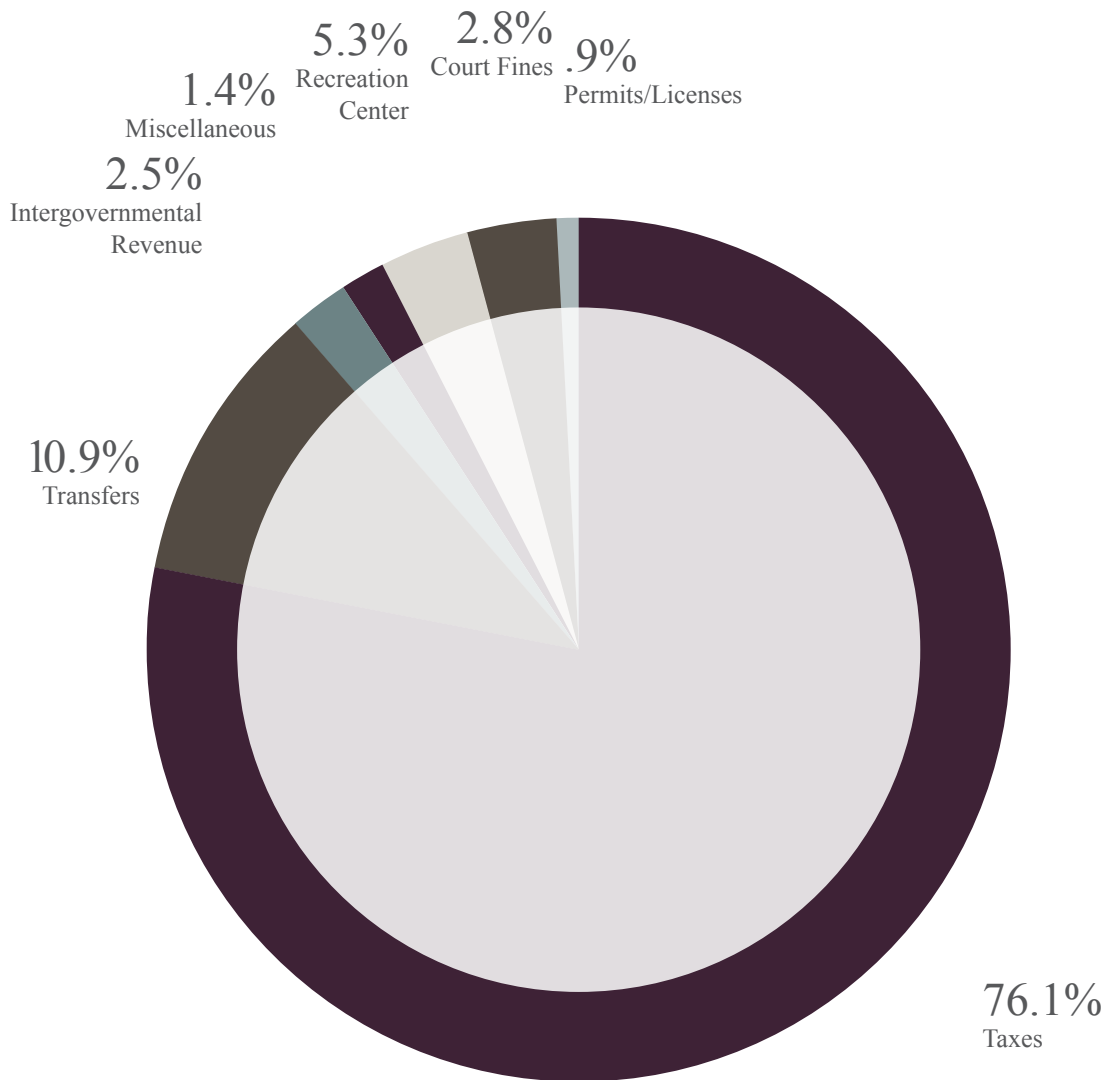
POPULATIONS BY WARD



GENERAL FUND REVENUES BY CATEGORY

CITY OF MOORE

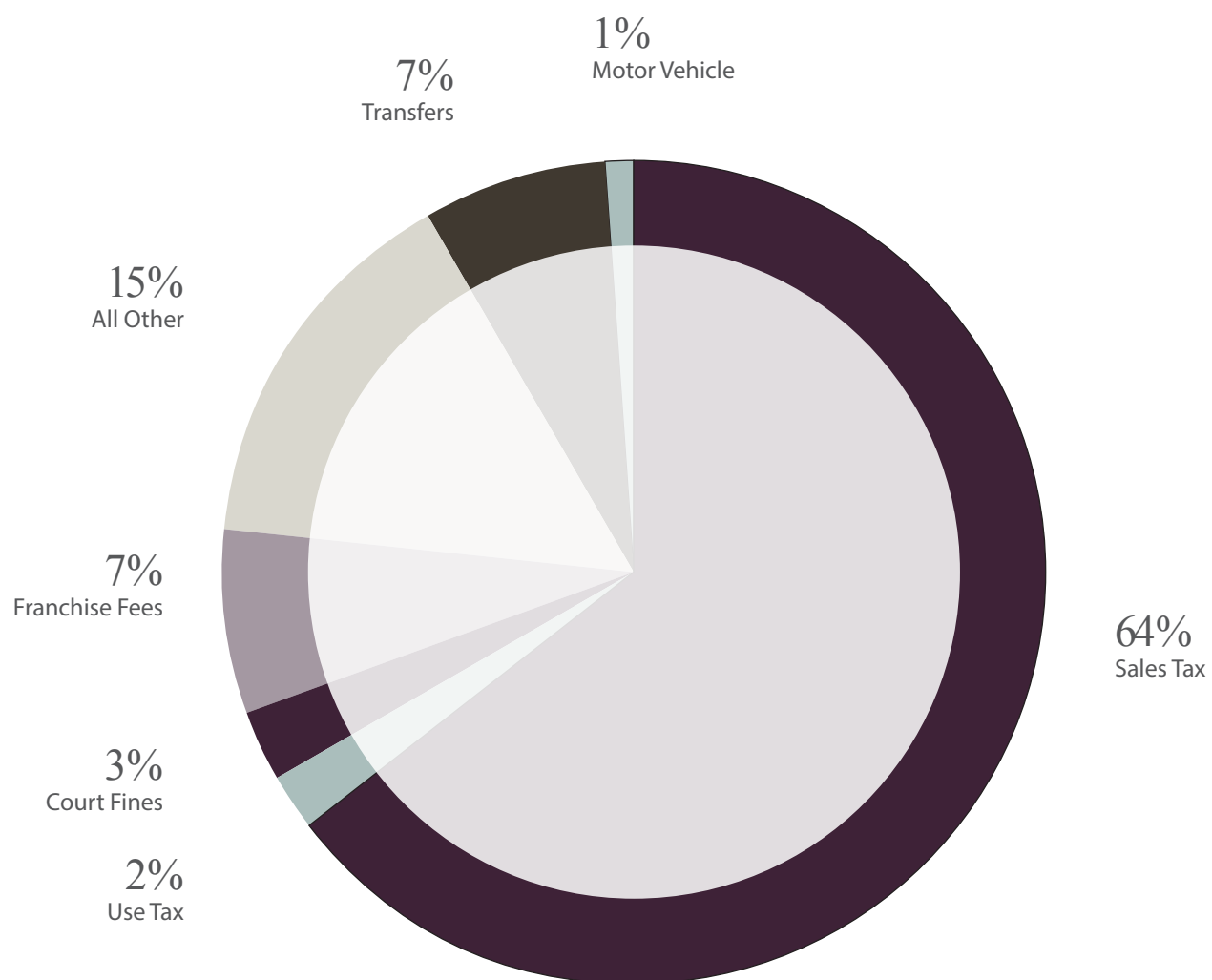
FY 2016-2017



SOURCES OF REVENUE

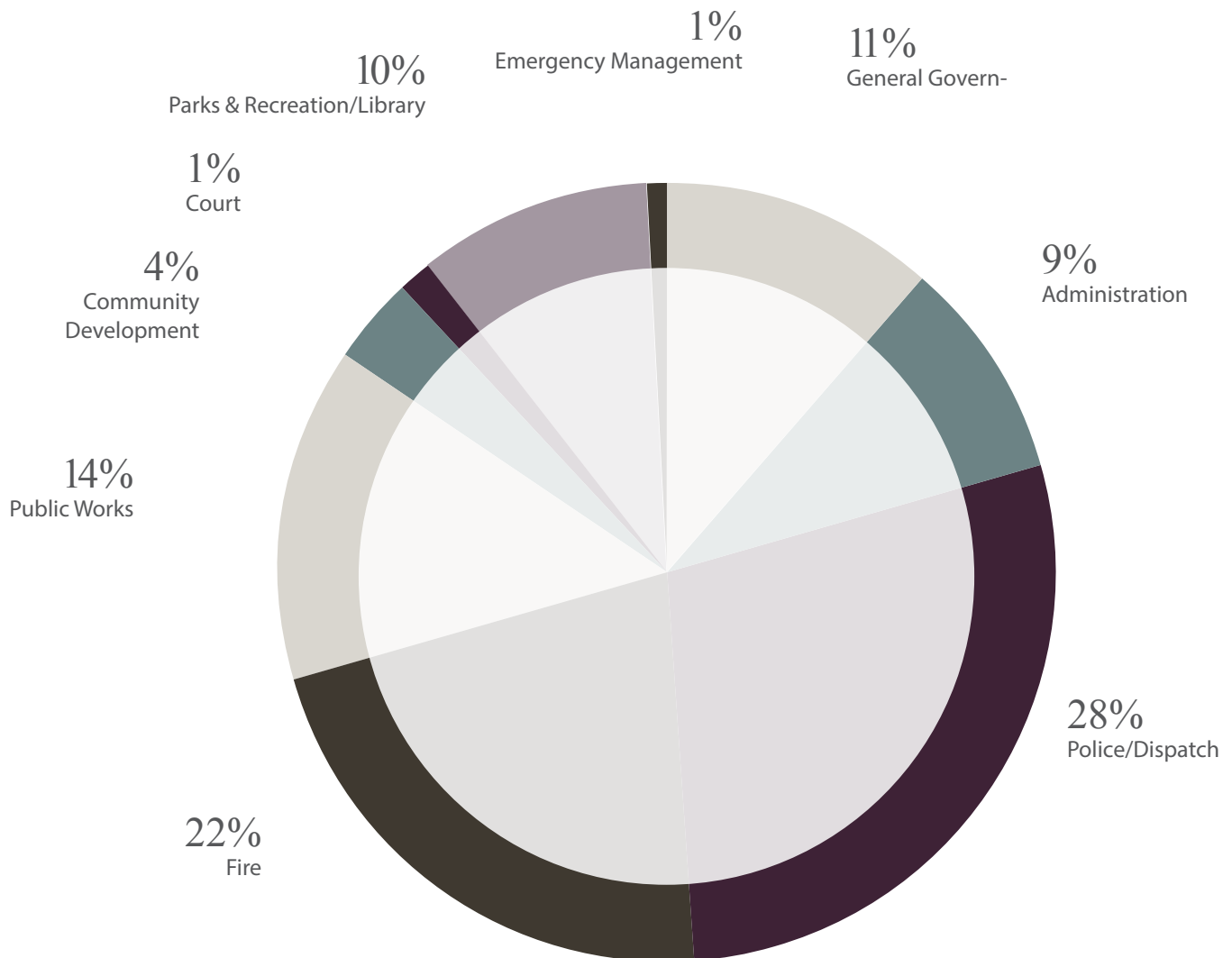
CITY OF MOORE

FY 2016-2017



GENERAL FUND EXPENDITURE OF FUNDS BY DEPARTMENT CITY OF MOORE

FY 2016-2017



SUMMARY OF GENERAL FUND EXPENDITURE BY COST CATEGORY

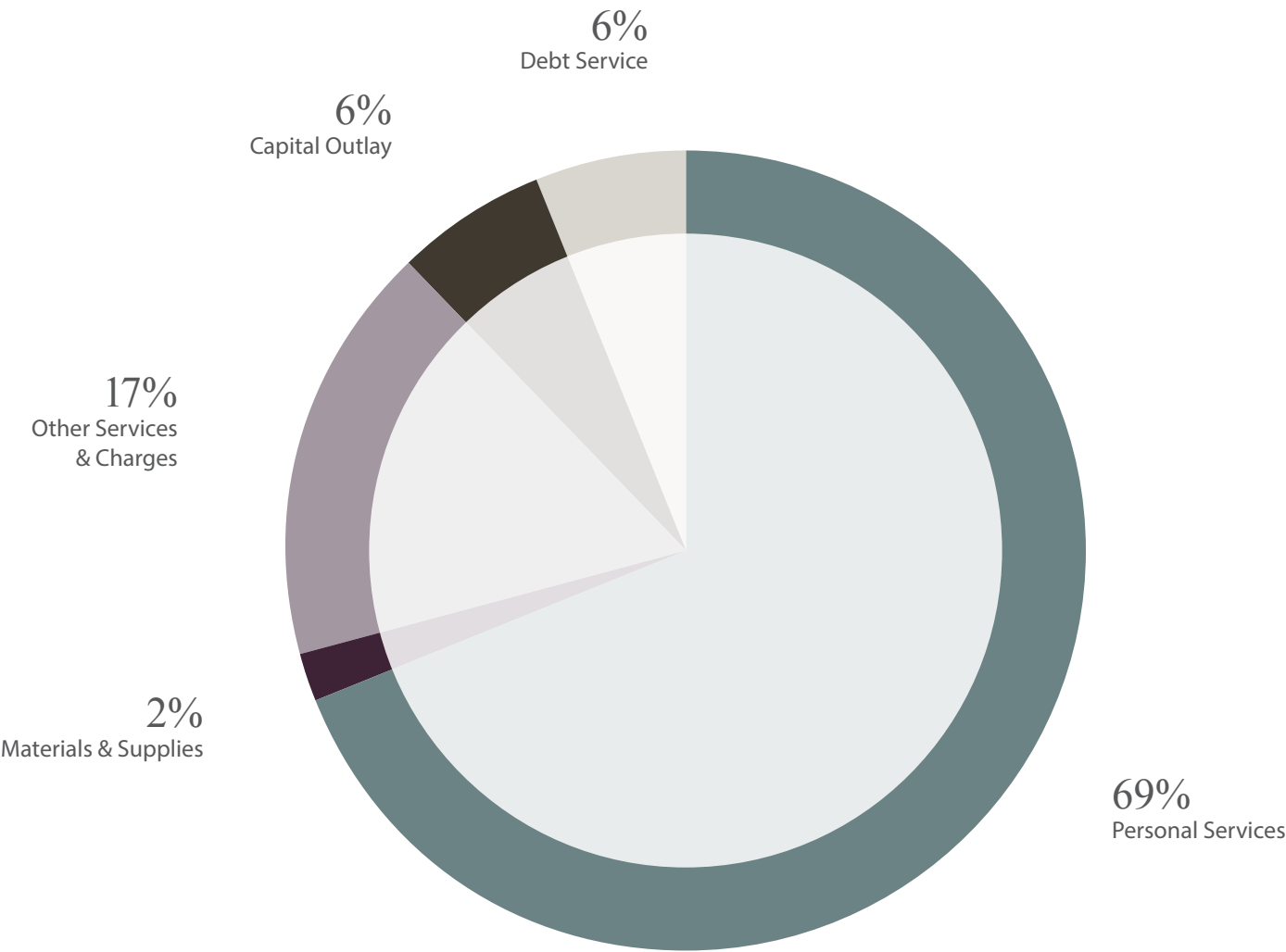
CITY OF MOORE

CATEGORY	ACTUAL FY 13-14	ACTUAL FY 14-15	ESTIMATED FY 15-16	PROPOSED FY 16-17
Personal Services	\$22,794,804	\$25,974,206	\$28,222,976	\$28,126,440
Materials & Supplies	628,125	1,217,507	981,359	1,894,216
Other Services & Charges	3,989,145	8,920,554	8,949,862	6,860,770
Capital Outlay	676,756	1,146,936	1,132,208	357,000
Debt Service	1,294,355	1,286,089	2,501,761	2,505,134
TOTAL	\$29,383,185	\$38,545,292	\$41,788,166	\$39,743,560

ALLOCATION OF GENERAL FUND EXPENDITURES

CITY OF MOORE

FY 2016-2017



GO STREET BONDS

Fund 04 | Departments:

528 - SW 34th Street/ I-35 Bridge

GENERAL OBLIGATION STREET BONDS

FUND 04 | DEPARTMENTS 71,80,81,AND 90

Goals

1. To build a bridge on SW 34th Street overpassing Interstate 35 approved by the voters of the general election on November 4, 2014.

Objectives

1. Complete engineering design;
2. Complete right-of-way acquisition;
3. Let project for construction.

BUDGET
SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
2011 GO Street	1,133,504	\$10,564	\$0
34th St & Telephone	1,061,418	1,863,338	0
SW 4th & Telephone	33,765	0	0
SW 34th/I-35 Bridge	153,119	\$6,008,419	\$12,276,757
Total	\$2,381,806	\$7,882,321	\$12,276,757

GENERAL FUND

FUND 06 | DEPARTMENTS:

035-GENERAL GOVERNMENT
040-MANAGERIAL
041-LEGAL
042-CENTRAL PURCHASING
043-FINANCE
044-INFORMATION SERVICES
050-MUNICIPAL COURT
051-POLICE
052-COMMUNICATIONS
053-EMERGENCY MANAGEMENT
054-FIRE
064-PUBLIC WORKS
065-ANIMAL ADOPTION CENTER
068-FLEET MAINTENANCE
060-STREET IMPROVEMENTS
069-BUILDING MAINTENANCE
071-PARKS AND RECREATION
071-SENIOR CITIZEN SERVICES
072-LANDSCAPE AND BEAUTIFICATION
073-PARKS AND RECREATION ACTIVITIES
074-PARKS AND CEMETERY MAINTENANCE
075-RECREATION CENTER
076-AQUATIC PARK
077-LIBRARY
080-COMMUNITY DEVELOPMENT
081-INSPECTIONS
082-CODE ENFORCEMENT
083-CAPITAL PLANNING AND RESILIENCY
090-MOORE-SMITH CEMETERY

TOP TEN TAXPAYERS FOR 2015 (AD VALOREM)

CITY OF MOORE

ENTERPRISE	TAX
Oklahoma Gas & Electric Company	\$5,236,622
KRG Shops at Moore, LLC	4,046,540
Wal-Mart Real Estate Business Trust	3,504,848
Greens at Moore	3,501,583
Cameron International Corporation	3,321,478
Oklahoma Warren Theatres, LLC	2,739,432
Horn Equipment	2,316,271
Oklahoma Natural Gas	1,909,412
Lowe's Home Centers, INC.	1,575,745
Target Corporation	1,440,917

Source: Cleveland County Assessor

GENERAL GOVERNMENT

FUND 06 | DEPARTMENT 035

Personnel

Note: This department includes City Council expenditures, professional and legal fees and utility costs; Personal services cost includes \$10,627 for Mayor's and the City Council's annual salary and payroll tax.

Goals

1. To improve operational efficiency within all city departments;
2. To improve communications and relations with existing businesses and citizens;
3. To oversee policy decisions for citizens.

Objectives

1. To improve communications between city departments;
2. Fair and equitable process for growth of City.

GENERAL GOVERNMENT

FUND 06 | DEPARTMENT 035

BUDGET SUMMARY

Category	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Personal Services	\$4,020	\$3,875	\$11,627
Materials & Supplies	69,904	57,500	50,500
Other Services & Charges	2,154,830	2,177,422	1,558,439
Capital Outlay	874,150	414,185	0
Debt Service	1,286,089	2,501,761	2,505,134
Total	\$4,388,993	\$5,154,743	\$4,125,700

PERSONNEL SUMMARY

Departmental Position:	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Mayor	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00

MANAGERIAL

FUND 06 | DEPARTMENT 040

Goals

1. To effectively and efficiently coordinate projects and day-to-day operation of City of Moore;
2. To improve communications and relations with existing businesses and citizens;
3. To investigate and review numerous options, as well as measures to economize, yet furnish consistent and improved services to the citizens of Moore;
4. To provide support and direction to departments and offices engaged in operation of the City functions;
5. To provide proper guidance to enable officials to make sound decisions concerning the City's business.

Objectives

1. To continue to provide expected services to the citizens of Moore at the greatest economy;
2. To continue to improve services by finding more efficient methods;
3. To continue to utilize the abilities of employees to the fullest extent.

MANAGERIAL

FUND 06 | DEPARTMENT 040

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
Personal Services	\$703,140	\$765,185	\$806,163
Materials & Supplies	2,443	1,500	2,000
Other Services & Charges	4,534	4,955	4,955
Capital Outlay	0	0	0
Total	\$710,117	\$771,640	\$813,118

PERSONNEL SUMMARY

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Departmental Position:				
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	2.00	2.00	2.00
Assistant to the City Manager	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00
Project Manager	0.50	0.50	0.50	0.50
Total	4.50	5.50	5.50	5.50

LEGAL

FUND 06 | DEPARTMENT 041

Goals

1. To provide legal advice and counsel to all departments of the City, Mayor, City Council, and employees; To have the highest quality of services;
2. Provide legal representation for the City in all administrative proceedings, all courts within the State of Oklahoma, prosecute all violations of the City Code; and handle all appeals if a convicted defendant appeals to the District Court;
3. Provide assistance to citizens for orderly resolution of disputes;
4. Provide assistance to the City Manager by assisting other departments in the use of reports and other documents;
5. Work closely with any/all outside counsel to control costs;
6. Continue to send/use electronic reports to DPS, receipts, suspension releases, etc.;
7. Continue to use online payment reports, electronic forms for defendants, electronic signatures;
8. Keep litigation at its current low level.

Objectives

1. Continue to provide legal services to all areas of the City of Moore by assisting the City Manager, Mayor, City Council, Departments, employees and citizens;
2. Provide court agreements and forms on our website for uploading;
3. Provide OLETS access for court clerks;
4. Maintain a successful juvenile court system.

LEGAL

FUND 06 | DEPARTMENT 041

PERFORMANCE MEASUREMENTS		Actual FY 14-15	Estimated FY 15-16	Projected FY 16-17	
	Task				
	Juvenile Citations	1,230	1,354	1,700	
	Court Citations	11,782	10,225	12,000	
	Warrants Issued	2,134	2,003	2,000	
	Trial Docket Cases	187	162	150	
BUDGET SUMMARY		Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17	
	Category				
	Personal Services	\$329,915	\$335,928	\$189,530	
	Materials & Supplies	95	600	600	
	Other Services & Charges	13,240	8,000	30,500	
	Capital Outlay	0	0	0	
	Total	\$343,250	\$344,528	\$220,630	
PERSONNEL SUMMARY		Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
	Departmental Position:				
	City Attorney	1.00	1.00	1.00	1.00
	Assistant City Attorney	1.00	1.00	0.00	0.00
	Total	2.00	2.00	1.00	1.00

CENTRAL PURCHASING

FUND 06 | DEPARTMENT 042

Goals

1. Make optimum use of the time saving programs provided via the internet;
2. Continue to strive for better and more efficient services for the departments;
3. Increase knowledge regarding Oklahoma purchasing law;
4. Utilize "GovProBid" by Mainstreet Exchange in quotes, etc.;
5. Consider the implementation of a bar code system for Central Purchasing in the receipt and disbursement of office and janitorial supplies.

Objectives

1. Continue data entry of inventory and price lists of items in Central Purchasing;
2. Continue to seek vendors who will provide cost savings to the City;
3. Update inventory room and clean out contract files.

CENTRAL PURCHASING

FUND 06 | DEPARTMENT 042

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
General Office Supplies	\$1,690	\$34,850	\$34,850
Janitorial Supplies	-1,205	21,000	21,000
Electrical Supplies	0	2,000	2,000
Printing & Publications	858	2,000	2,000
Transfer/Charge Backs	0	-59,850	-59,850
Total	\$1,343	\$0	\$0

PERSONNEL SUMMARY

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Departmental Position:				
**Finance Department staff operates the Central Supply Office. See Department 16.				
Total	0.00	0.00	0.00	0.00

FINANCE

FUND 06 | DEPARTMENT 043

Goals

1. Accountability of public funds;
2. Preparation of accurate, timely financial reports for the public, bondholders, auditors, City Council, management, and city departments;
3. Legal compliance and best practice methods regarding cash and investment funds management;
4. Excellent customer service;
5. Compliance with federal and state statutes regarding grant management.

Objectives

1. Improved customer service with training and equipment;
2. Continual improvement of cost management;
3. Increased use of e-bills and electronic payments;
4. Accurate conversion of financial software to new vendor.

FINANCE

FUND 06 | DEPARTMENT 043

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
Personal Services	\$1,228,451	\$1,252,340	\$1,224,956
Materials & Supplies	15,378	8,500	8,500
Other Services & Charges	61,117	78,350	80,850
Capital Outlay	0	0	0
Total	\$1,304,946	\$1,339,190	\$1,314,306

PERSONNEL SUMMARY

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Departmental Position:				
Finance Director	1.00	1.00	1.00	1.00
Assistant Finance Director	1.00	1.00	1.00	1.00
Administrative Assistant	0.00	1.00	1.00	1.00
Accountant II	1.00	0.00	0.00	0.00
Customer Service Supervisor	1.00	1.00	1.00	1.00
Payroll Clerk	1.00	1.00	1.00	1.00
Utility Billing Clerk	0.75	0.75	0.75	0.75
Accounts Payable Clerk	1.00	1.00	1.00	1.00
Cashier	2.00	2.00	2.00	3.00
Head Cashier	1.00	1.00	1.00	1.00
Customer Service Representative	2.00	2.00	2.00	2.00
Part-Time Cashiers	1.50	0.75	0.75	0.75
Deputy City Clerk	1.00	1.00	1.00	1.00
Purchasing Agent	1.00	1.00	1.00	1.00
Part-Time Receptionist (2) at half time	1.00	1.00	1.00	1.00
Total	15.25	16.50	16.50	16.50

INFORMATION SERVICES

FUND 06 | DEPARTMENT 044

Goals

1. Provide computer related customer service for city departments;
2. Assist departments with purchase of computers and related equipment;
3. Provide information for management and council regarding information systems;
4. Rapidly and accurately respond to departments request for assistance;
5. Provide training on various computer applications for user departments;
6. Review existing systems and make recommendations for improvement.

Objectives

1. Continue implementing disaster recovery;
2. Provide timely support for computer related issues;
3. Maintain a stable computer network info structure;
4. Comply with federal regulations regarding e-mails and document retention and storage.

INFORMATION SERVICES

FUND 06 | DEPARTMENT 044

PERFORMANCE MEASUREMENTS

	Actual FY 14-15	Estimated FY 15-16	Projected FY 16-17
Task			
Service Calls	6,500	7,500	7,500
New Computers Installed	150	10	60

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
Personal Services	\$306,063	\$367,844	\$366,955
Materials & Supplies	13,189	21,525	51,525
Other Services & Charges	600,717	734,157	824,500
Capital Outlay	0	200,000	155,000
Total	\$919,969	\$1,323,526	\$1,397,980

PERSONNEL SUMMARY

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Departmental Position:				
Information Services Manager	1.00	1.00	1.00	1.00
Network Technician	1.00	1.00	1.00	1.00
PC Technician	1.00	1.00	1.00	1.00
GIS Analyst	1.00	1.00	1.00	1.00
Total	4.00	4.00	4.00	4.00

COURT

FUND 06 | DEPARTMENT 050

Goals

1. Public service in a courteous, professional manner;
2. Continue the phone notification system for warrants and officers through the use of Brazos;
3. Continue to operate Session Works for judges' documents and information for court;
4. Train employees to use A.V. in courtroom.

Objectives

1. Coordinate juvenile citation information with Brazos for officers;
2. Increase collections of outstanding citations;
3. Increase electronic processing and storage of documents.

COURT

FUND 06 | DEPARTMENT 050

	Actual FY 14-15	Estimated FY 15-16	Projected FY 16-17		
PERFORMANCE MEASUREMENTS	Task				
	Fines Collected	\$1.4M	\$1.3M	\$1.4M	
	Warrant Officer Calls	2,285	2,086	2,200	
BUDGET SUMMARY	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17		
	Category				
	Personal Services	\$418,800	\$460,961	\$459,729	
	Materials & Supplies	5,562	5,361	5,361	
	Other Services & Charges	90,833	104,306	101,650	
	Capital Outlay	0	0	0	
	Total	\$515,195	\$570,628	\$566,740	
PERSONNEL SUMMARY	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17	
	Departmental Position:				
	Municipal Judge	2.00	2.00	2.00	2.00
	Municipal Court Administrator	1.00	1.00	1.00	1.00
	Deputy Court Clerk	3.00	3.00	3.00	3.00
	Warrant Officer	1.00	1.00	1.00	1.00
	Total	7.00	7.00	7.00	7.00

POLICE

FUND 06 | DEPARTMENT 051

Goals

1. To continue to administer, supervise, and direct police resources in a responsible manner, which will ensure professionalism, respect, accountability, integrity and service in the process;
2. To continue to foster a partnership and positive interaction with the business community, citizens of the community, the school system and the police in an effort to solve or reduce problems that affect the quality of life within our community and promote safety in our schools;
3. Continue to effectively utilize two Federal Grant positions for the Community Service Unit.

Objectives

1. To continue the school resource officer program and the utilization of the community service officers, after the addition of two officers, to expose citizens and students to the police department through citizens and student police academies and positive student/officer interaction. Also, improving our crime prevention efforts through citizen education and targeting areas of high crime and Crime Free Zones;
2. To seek all available grants and sources of revenue that will assist the department in its goal of quality, professional police service.

POLICE

FUND 06 | DEPARTMENT 051

PERFORMANCE MEASUREMENTS

	Actual FY 14-15	Estimated FY 15-16	Projected FY 16-17
Task			
Citations Written	9,931	9,329	9,500
Warnings Written	12,032	8,574	9,500
Arrests	2,760	3,017	3,000

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
Personal Services	\$9,946,218	\$10,172,573	\$10,348,481
Materials & Supplies	93,186	132,375	259,375
Other Services & Charges	328,189	397,120	223,120
Capital Outlay	3,986	0	0
Total	\$10,371,579	\$10,702,068	\$10,830,976

PERSONNEL SUMMARY

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Departmental Position:				
Chief of Police	1.00	1.00	1.00	1.00
Deputy Police Chief	1.00	1.00	1.00	1.00
Police Major	2.00	2.00	2.00	2.00
Administrative Assistant	1.00	1.00	1.00	1.00
Administrative Clerk-Detective	1.00	1.00	1.00	1.00
Captain	5.00	5.00	5.00	5.00
Lieutenant	8.00	8.00	8.00	8.00
Sergeant	31.00	45.00	43.00	43.00
Police Officer I & II	37.00	23.00	25.00	25.00
Crime Scene Investigator	1.00	1.00	2.00	2.00
Community Services Coordinator	1.00	1.00	2.00	2.00
Administrative Clerk II	3.00	3.00	3.00	3.00
Total	92.00	94.00	94.00	94.00

COMMUNICATIONS

FUND 06 | DEPARTMENT 052

Goals

1. To provide timely and accurate emergency telecommunications services to and between the general public and the City's public safety responders;
2. To implement a change in service culture.

Objectives

1. To rapidly and accurately answer and assess all telephone calls for public safety assistance within the City of Moore;
2. To accurately respond City of Moore assets to events requiring public safety assistance and do so in a timely matter;
3. To promote a culture of professionalism, respect, integrity, accountability and service within the communications department.

COMMUNICATIONS

FUND 06 | DEPARTMENT 052

PERFORMANCE MEASUREMENTS

	Actual CY 2014	Estimated CY 2015	Projected CY 2016
Task			
Calls Received	70,453	72,909	73,000

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
Personal Services	\$808,406	\$889,994	\$883,506
Materials & Supplies	1,395	10,000	10,750
Other Services & Charges	10,012	27,050	28,550
Capital Outlay	0	0	0
Total	\$819,813	\$927,044	\$922,806

PERSONNEL SUMMARY

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Departmental Position:				
Supervisor	1.00	1.00	1.00	1.00
Dispatcher II	2.00	2.00	2.00	2.00
Dispatcher I	9.00	9.00	9.00	9.00
Part Time Dispatcher	0.50	0.50	0.50	0.50
Total	12.50	12.50	12.50	12.50

EMERGENCY MANAGEMENT

FUND 06 | DEPARTMENT 053

Goals

1. Prevention of emergencies and disasters in the City of Moore;
2. Lessening the effects - fatalities, injuries, property damage - of emergencies and disasters occurring in the City;
3. Provide leadership to the city government and community in mitigation, preparedness, response and recovery from emergencies and disasters.

Objectives

1. Identification of hazards potentially affecting the City;
2. Mitigation (elimination and/or lessening the effects) of hazards potentially affecting the City, including research, public education, and warning systems;
3. Planning and training for a citywide response to emergencies and disasters;
4. Management of the citywide response to emergencies and disasters;
5. Management of the citywide efforts to recover from emergencies and disasters.

EMERGENCY MANAGEMENT

FUND 06 | DEPARTMENT 053

PERFORMANCE MEASUREMENTS		Actual FY 14-15	Estimated FY 15-16	Projected FY 16-17	
	Task				
	Emergency Operations Plan update performed	Yes	Yes	Yes	
	Emergency Management Training Hours	60	70	70	
	Emergency exercises participated in	7	6	6	
	Community preparedness projects/ presentations	7	6	6	
	Central Oklahoma Emergency Management workshop and Oklahoma Emergency Management conference attendance	2 of 2	2 of 2	2 of 2	
	LEPC, MIPS, COEMA, UASI IOC and other mitigation/preparedness/re- sponse/recovery workgroups attendance	65.00	60.00	60.00	
	Citizen volunteer staff members	19.00	20.00	20.00	
	Grant funding received	\$25,000	\$25,000	\$25,000	
BUDGET SUMMARY		Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17	
	Category				
	Personal Services	\$196,133	\$218,539	\$237,000	
	Materials & Supplies	4,133	13,200	18,200	
	Other Services & Charges	33,483	88,505	85,105	
	Capital Outlay	14,500	0	0	
	Total	\$248,249	\$320,244	\$340,305	
PERSONNEL SUMMARY		Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
	Departmental Position:				
	Emergency Manager	1.00	1.00	1.00	1.00
	Assistant Emergency Manager	1.00	1.00	1.00	1.00
	Total	2.00	2.00	2.00	2.00

FIRE

FUND 06 | DEPARTMENT 054

Goals

1. Providing the highest level of municipal fire protection service to the citizens and businesses of Moore;
2. To expand training and public education in Fire Prevention, Car Seat Safety Classes, Medical Care, and Fire Safety;
3. Maintaining a higher level of E.M.S. (Emergency Medical Service) and ambulance service for the citizens of Moore;
4. Replacement of Fire Station #2: Station 2 was built in 1970, it is now a 46 year old building with one small restroom and the firefighter's workout area is in their bedroom. This project would also include the replacement the Training Center as well. The Training Center was built in the early 1970s when the Fire Department and the City was about 1/3 the size it is today.

Objectives

1. Continue to upgrade the fire and emergency medical services for the citizens of Moore while working on the possibility of reducing our ISO rating;
2. Continue to update our maps and keeping current software on our iPads which will improve our response capabilities;
3. With the addition of two men in the Training Division we are developing more indepth and hands-on programs for our firefighters;
4. Continue to upgrad fire and medical equipment, as well as other safety gear to comply with current national standards.
5. Providing education, equipment and physical fitness training to the Moore Fire Department personnel while continuing to provide a quality Wellness Program.

FIRE

FUND 06 | DEPARTMENT 054

PERFORMANCE MEASUREMENTS

	Actual CY 2014	Estimated CY 2015	Projected CY 2016
Task			
Fire calls for Service	4,688	5,081	5,300
FIRE PREVENTION ACTIVITIES			
Business Inspections	1,327	1,345	1,400
Occupancy Inspections	140	153	170
Commerical Plan Review	70	74	100
Public Fire Education	95	92	180
Burn Permits Issued	3	10	12

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
Personal Services	\$8,191,978	\$8,564,867	\$8,312,058
Materials & Supplies	81,460	107,990	138,007
Other Services & Charges	189,370	250,735	150,365
Capital Outlay	17,731	0	0
Total	\$8,480,539	\$8,923,592	\$8,600,430

PERSONNEL SUMMARY

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Departmental Position:				
Fire Chief	1.00	1.00	1.00	1.00
Deputy Fire Chief	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Fire Marshal	1.00	1.00	1.00	1.00
Assistant Fire Marshal	2.00	2.00	2.00	2.00
Assistant Chief Training Officer	1.00	1.00	1.00	1.00
Training Major	1.00	1.00	1.00	1.00
Assistant Fire Chief	3.00	3.00	3.00	3.00
Major	9.00	10.00	11.00	11.00
Captain	0.00	2.00	0.00	1.00
Lieutenant	9.00	12.00	12.00	12.00
Corporal	29.00	30.00	28.00	27.00
Firefighter I & II	16.00	9.00	12.00	12.00
Total	74.00	74.00	74.00	74.00

STREET IMPROVEMENTS

FUND 06 | DEPARTMENT 060

Goals

1. Utilize funding from the MEDA \$5M Sales Tax Revenue Note of 2014 to improve City streets.

Objectives

Start and complete the following street improvements:

1. SW 4th Street and Telephone Road;
2. W Service Rd (SW 19th Street to 34th Street).

STREET IMPROVEMENTS

FUND 06 | DEPARTMENT 060

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
Contingency	\$0	\$0	\$401,897
SW 4th & Telephone	23,322	750,000	500,000
SW 19th & Fritts/Max Morgan Blvd.	198,868	100,000	0
S 19th Street - Telephone - Santa Fe	351,525	500,000	0
Telephone Rd. S. 19th to 34th	325,006	0	0
W Service Road (SW 19th to SW 34th Street)	22,129	788,100	593,000
W. Access Rd. S. 4th to 19th	204,475	0	0
S Broadway & 19th Street	1,732,640	0	0
SW 19th Max Morgan - Eagle Dr.	7,225	11,325	0
SW 11th St. Overlay	53,475	0	0
Total	\$2,918,665	\$2,149,425	\$1,494,897

PERSONNEL SUMMARY

	Prior Year FY 13-14	Current Year Budgeted FY 14-15	Current Year Estimated FY 14-15	Budget Year FY 15-16
Departmental Position:				
Projects assigned to private contractor.				
Total	0.00	0.00	0.00	0.00

PUBLIC WORKS

FUND 06 | DEPARTMENT 064

Goals

1. Spray and mow all rights-of-way and drainage channels;
2. Remove all dead trees from rights-of-way;
3. Repair broken and missing sidewalks.

Objectives

1. Build new sand and salt storage;
2. Build new wash bays;
3. Build new parking area with cover for sanitation trucks;
4. Continue removing dead trees from rights-of-way;
5. Continue efforts to spray all rights-of-way and drainage channels;
6. Continue edging all arterial curbing and sidewalks.

PUBLIC WORKS

FUND 06 | DEPARTMENT 064

PERFORMANCE MEASUREMENTS

Task

Second year to edge all curbing and sidewalks on arterial streets.

Began program to remove large dead trees from rights-of-way.

Approximately same amount of spraying for weed control as previous year.

BUDGET SUMMARY

Category	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Personal Services	\$714,654	\$810,193	\$805,573
Materials & Supplies	697,977	205,601	319,450
Other Services & Charges	1,121,351	1,054,355	654,602
Capital Outlay	116,081	280,603	75,000
Total	\$2,650,063	\$2,350,752	\$1,854,625

PERSONNEL SUMMARY

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Departmental Position:				
Public Works Director	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Streets Supervisor	1.00	1.00	1.00	1.00
Maintenance II	2.50	2.50	2.50	2.50
Maintenance I	4.50	4.50	4.50	4.50
Administrative Clerk	1.00	1.00	1.00	1.00
Street Sweeper	0.50	0.50	0.50	0.50
Total	11.50	11.50	11.50	11.50

ANIMAL ADOPTION CENTER

FUND 06 | DEPARTMENT 065



Goals

1. Eliminate the need for euthanasia;
2. Mandatory neutering and spaying except for licensed breeders;
3. Strict ordinances for vicious breeds.

Objectives

1. Increase number of events for the public to view animals for adoption;
2. Implement more incentives to insure neutering and spaying for all adopted animals;
3. Keep current and implement any new laws and ordinances dealing with vicious animals;
4. Start split shift. One or two employees working until 9:00 p.m. during daylight savings time.

ANIMAL ADOPTION CENTER

FUND 06 | DEPARTMENT 065

	Actual FY 14-15	Estimated FY 15-16	Projected FY 16-17
PERFORMANCE MEASUREMENTS			
Task			
Canine:			
Impounds	656	667	633
Owner Claimed	255	251	263
Euthanasia	76	78	74
Adoptions	173	198	208
Feline:			
Impounds	296	287	263
Owner Claimed	9	10	15
Euthanasia	99	75	70
Adoptions	128	172	181

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
BUDGET SUMMARY			
Category			
Personal Services	\$297,823	\$342,382	\$324,952
Materials & Supplies	35,147	24,000	34,000
Other Services & Charges	65,794	46,576	53,350
Capital Outlay	3,243	16,420	0
Total	\$402,007	\$429,378	\$412,302

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
PERSONNEL SUMMARY				
Departmental Position:				
Animal Control Supervisor	1.00	1.00	1.00	1.00
Animal Control Officer	4.00	4.00	4.00	4.00
Total	5.00	5.00	5.00	5.00

FLEET MAINTENANCE

FUND 06 | DEPARTMENT 068

Goals

1. Establish a fully equipped motor pool for vehicles that are in for maintenance or repairs;
2. Establish a heavy equipment motor pool to be shared by City and private contractor personnel;
3. CNG Training for all mechanics.

Objectives

1. All mechanics certified for CNG vehicle maintenance;
2. Implement pre-trip inspections for vehicles and equipment;
3. Implement maintenance checklist for equipment operators;
4. Implement equipment motor pool;
5. Continue efforts to increase professionalism;
6. Continue investigating ways to outsource basic vehicle maintenance.

FLEET MAINTENANCE

FUND 06 | DEPARTMENT 068

PERFORMANCE MEASUREMENTS

Task

The total number of fleet vehicles and equipment has increased.

Current personnel is handling this increase by outsourcing to local vendors the minor vehicle maintenance.

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
Personal Services	\$428,034	\$460,446	\$435,644
Materials & Supplies	8,298	10,700	510,700
Other Services & Charges	498,054	314,721	12,600
Capital Outlay	37,652	25,000	0
Total	\$972,038	\$810,867	\$958,944

PERSONNEL SUMMARY

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Departmental Position:				
Fleet Maintenance Supervisor	1.00	1.00	1.00	1.00
Fleet Maintenance Clerk	1.00	1.00	1.00	1.00
Senior Mechanic	1.00	1.00	1.00	1.00
Mechanic	2.00	2.00	2.00	2.00
Mechanic Helper	1.00	1.00	1.00	1.00
Total	6.00	6.00	6.00	6.00

BUILDING MAINTENANCE

FUND 06 | DEPARTMENT 069

Goals

1. All city facilities are maintained with preventive maintenance rather than repair requests;
2. Move building maintenance into its own facility.

Objectives

1. Incorporate the new fire stations and the police and emergency management facility into the maintenance schedules;
2. Prepare for the new park improvements.

BUILDING MAINTENANCE

FUND 06 | DEPARTMENT 069

PERFORMANCE MEASUREMENTS

Task

During the last two years Building Maintenance's responsibilities have increased because of moves to new facilities by Fire and Police. The building maintenance department has done without additional manpower.

Building Maintenance Personnel plays a major role in the installation of the irrigation systems on the new football fields at Buck Thomas Park.

Plays a major role in relocating and installing new sewer lines and services at Buck Thomas Park.

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
Personal Services	\$366,702	\$489,403	\$459,347
Materials & Supplies	23,100	19,500	16,400
Other Services & Charges	62,111	13,000	11,100
Capital Outlay	0	0	0
Total	\$451,913	\$521,903	\$486,847

PERSONNEL SUMMARY

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Departmental Position:				
Building Maintenance Superintendent	1.00	1.00	1.00	1.00
Maintenance Worker II	2.00	2.00	2.00	2.00
Custodian	4.00	4.00	4.00	4.00
Total	7.00	7.00	7.00	7.00

PARKS & RECREATION

FUND 06 | DEPARTMENT 070

Goals

1. To provide quality recreational opportunities for all the citizens of Moore;
2. To provide a coordinated effort to maximize the use of existing parks and recreational areas;
3. To provide safe and aesthetically pleasing areas for recreational purposes;
4. To enhance the programs at the Community Center by making them more current and relevant to the community;
5. Continue to improve the quality of the special events offered by the Parks and Recreation Department;
6. Continue to implement the improvements funded by the 1/4 cent sales tax and \$25.1 million GO Bond issue approved by voters in November 2012;
7. Continue to expand the Adopt-A-Park program;
8. Successfully open the new Moore Recreation Center and Aquatic Park.

Objectives

1. To increase recreational programming and opportunities for all the citizens of Moore;
2. To provide better maintenance and upkeep of our parks and facilities;
3. To perform regular park inspections and to correct unsafe conditions;
4. Continue to complete the components of the PATH 2022 Parks Master Plan that are funded by the voter-approved 1/4 cent sales tax and \$25.1 million GO Bond issue;
5. To continue to evaluate each program offered in order to determine its effectiveness and benefit to the community;
6. To continue to “brand” our parks as it pertains to facilities and park amenities;
7. To invest taxpayer funds wisely and effectively by improving our parks and facilities;
8. Implement the business plan and timetable for Central Park;
9. Meet financial milestones; revenue and costs for Central Park.

PARKS & RECREATION

FUND 06 | DEPARTMENT 070

PERFORMANCE MEASUREMENTS

	Actual FY 14-15	Estimated FY 15-16	Projected FY 16-17
Task			
Our Parks...Our Future			
Projects Completed	10	7	5
New Park Land Developed (Acres)	10	51	0

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
Personal Services	\$390,902	\$519,809	\$564,872
Materials & Supplies	11,355	9,246	18,746
Other Services & Charges	213,883	207,083	211,250
Capital Outlay	29,710	32,500	25,000
Total	\$645,850	\$768,638	\$819,868

PERSONNEL SUMMARY

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Departmental Position:				
Park & Recreation Director	1.00	0.00	0.00	1.00
Assistant Park & Recreation Director	1.00	1.00	1.00	1.00
Sports Coordinator	0.50	0.50	0.50	0.50
Administrative Assistant	1.00	1.00	2.00	2.00
Special Events Coordinator	1.00	1.00	1.00	1.00
Parks & Community Center Coordinator	1.00	1.00	1.00	1.00
Recreation Specialists PT	1.50	1.50	1.50	1.50
Total	7.00	6.00	7.00	8.00

SENIOR CITIZEN SERVICES

FUND 06 | DEPARTMENT 071

Goals

1. To provide services to more senior citizens in the Moore area;
2. To provide a safe, comfortable and pleasant place for the elderly to fellowship and enjoy each other's company;
3. To develop programs that can be implemented at the Brand Senior Center outside the normal operating hours of the Senior Center;
4. To continue to recruit volunteers for the homebound meal delivery program;
5. To develop a process to make capital improvements to the building.

Objectives

1. To maintain a level of service consistent with the growing number of seniors in Moore;
2. To continue to maintain good working relations with the Moore Council on Aging;
3. To expand programs for the Senior Center and to develop classes and programs for the computer room and the center as a whole.

SENIOR CITIZEN SERVICES

FUND 06 | DEPARTMENT 071

	Actual FY 14-15	Estimated FY 15-16	Projected FY 16-17
PERFORMANCE MEASUREMENTS			
Task			
Annual # of Meals Delivered	49,000	49,000	48,000

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
BUDGET SUMMARY			
Category			
Personal Services	\$112,281	\$118,850	\$120,041
Materials & Supplies	3,509	7,000	8,500
Other Services & Charges	17,293	32,447	26,520
Capital Outlay	1,660	0	0
Total	\$134,743	\$158,297	\$155,061

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
PERSONNEL SUMMARY				
Departmental Position:				
Senior Service Coordinator	1.00	1.00	1.00	1.00
Assistant Senior Services Coordinator	1.00	1.00	1.00	1.00
Total	2.00	2.00	2.00	2.00

LANDSCAPE & BEAUTIFICATION

FUND 06 | DEPARTMENT 072

Goals

1. Professional spraying of City Parks, cemeteries, and rights-of-way;
2. Clean and respectful care of the city cemeteries;
3. Maintain flower beds at a very high level of service;
4. Continue to help maintenance of the City parks remain at a Mode 2 level of service as identified in the PATH 2022 Parks Master Plan.

Objectives

1. Effective schedule of weed and pest control at parks and cemeteries;
2. Use of latest techniques and equipment for turf management;
3. Continue to spray for weeds in the Fall and Winter in the parks; ROW, public buildings and cemeteries;
4. Continue to support the Park Maintenance crew with mowing as needed;
5. Continue to maintain existing flower beds and planting areas. Keeping them free of weeds and maintaining quality flowers and plant material in them.

LANDSCAPE & BEAUTIFICATION

FUND 06 | DEPARTMENT 072

	Actual FY 14-15	Estimated FY 15-16	Projected FY 16-17		
PERFORMANCE MEASUREMENTS	Task				
	Acres Sprayed	337	337	398	
	Miles of Right-of-Way Sprayed	13	13	13	
	Flower Beds Maintained	17	19	19	
BUDGET SUMMARY	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17		
	Category				
	Personal Services	\$95,412	\$105,782	\$102,141	
	Materials & Supplies	19,422	20,000	26,000	
	Other Services & Charges	1,447	2,525	3,525	
	Capital Outlay	0	0	0	
Total	\$116,281	\$128,307	\$131,666		
PERSONNEL SUMMARY	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17	
	Departmental Position:				
	Spraying Technician Supervisor	1.00	1.00	1.00	1.00
	Spraying Technician	1.00	1.00	1.00	1.00
	Total	2.00	2.00	2.00	2.00

PARKS & RECREATION ACTIVITIES

FUND 06 | DEPARTMENT 073

Goals

1. To provide safe and well organized activities for all the citizens of Moore;
2. To provide an atmosphere that promotes the learning of sports and sportsmanship;
3. To offer recreation programs for any youth in Moore;
4. To evaluate the recreation programs that are offered by the department;
5. To continue to improve the special events offered by the department;
6. To develop new programming for Recreation Center.

Objectives

1. Continually educate players, coaches, and fans as to the proper behavior at youth sporting events;
2. Evaluate each program to determine effectiveness and benefit to the community;
3. Expand the participation in the Play in the Park program;
4. Expand participation in the Daddy-Daughter Dance and Mummy Son Dance;
5. Evolve and adapt the Summer Sports Camps to the needs of the community;
6. Create new programming based on the findings of the PATH 2022 Parks Master Plan;
7. Continue to make changes to special events as needed;
8. Expand and improve the Haunted Trail at Little River Park;
9. Create new programs and recreation classes for the new Recreation Center;
10. Assist in the operation of Central Park and the new Recreation Center/Aquatic Center.

PARKS & RECREATION ACTIVITIES

FUND 06 | DEPARTMENT 073

PERFORMANCE MEASUREMENTS

	Actual FY 14-15	Estimated FY 15-16	Projected FY 16-17
Task			
Camp Participants	429	650	1,000
Youth Basketball Participants	610	1,000	1,200
Adult Volleyball Participants	240	300	200

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
Personal Services	\$15,690	\$65,250	\$65,899
Materials & Supplies	23,158	25,000	30,000
Other Services & Charges	47,736	56,250	61,250
Capital Outlay	0	8,000	0
Total	\$86,584	\$154,500	\$157,149

PERSONNEL SUMMARY

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Departmental Position:				
Score Keepers	4.00	4.00	4.00	4.00
Recreation Specialists	1.00	1.00	1.00	1.00
Concession Worker	3.00	3.00	3.00	3.00
Total	8.00	8.00	8.00	8.00

PARKS & CEMETERY MAINTENANCE

FUND 06 | DEPARTMENT 074

Goals

1. Professional maintenance of city parks, cemeteries, and rights-of-way;
2. Clean and respectful care of Moore and Smith cemetery;
3. Maintain City of Moore playgrounds and facilities at a very high level of service;
4. Maintain the Mode Two level of park maintenance service that was established in FY 13-14 and continued in FY 14-15 and FY 15-16;
5. Continue to plant trees in parks and rights-of-way;
6. Continue to implement an aggressive capital replacement/enhancement program;
7. Care for and maintain the new Central Park with a dedicated park maintenance crew;
8. Continue to replace at least one truck per year in order to modernize and improve vehicle fleet.

Objectives

1. Effective schedule of weed and pest control at parks and cemeteries;
2. Use of latest techniques and equipment for turf management;
3. Maintain regular checks of security lights in parks and cemeteries;
4. Implement the capital replacement/vehicle program;
5. Continue to use the contract mowing program;
6. Maintain the 5-6 day mowing schedule for parks that was established in FY 13-14;
7. Implement the park maintenance program for Central Park.

PARKS & CEMETERY MAINTENANCE

FUND 06 | DEPARTMENT 074

PERFORMANCE MEASUREMENTS

	Actual FY 14-15	Estimated FY 15-16	Projected FY 16-17
Task			
City Parks Maintained	12	13	13
Acres of Park Land	237	288	301
Trees Planted	320	240	300

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
Personal Services	\$351,062	\$493,875	\$370,016
Materials & Supplies	57,141	93,650	101,650
Other Services & Charges	240,093	276,350	209,850
Capital Outlay	4,865	89,800	55,000
Total	\$653,161	\$953,675	\$736,516

PERSONNEL SUMMARY

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Departmental Position:				
Project Manager	1.00	1.00	1.00	1.00
Maintenance Worker I	4.00	4.00	4.00	4.00
Maintenance Worker II	1.00	1.00	1.00	1.00
Total	6.00	6.00	6.00	6.00

RECREATION CENTER

FUND 06 | DEPARTMENT 075

Goals

1. To have a smooth integration of staff and operations into the existing department;
2. To build and operate a first class facility;
3. To provide high quality service and recreational opportunities to the citizens and users of the facility;
4. To operate a facility that has minimal financial impact on the General Fund;
5. Maintain facility to a very high standard.

Objectives

1. Create programming that is relevant and highly used by patrons of the Center;
2. Implement policy and procedures for the Center;
3. Implement business plan and timetable for operation of the Center.

RECREATION CENTER

FUND 06 | DEPARTMENT 075

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
Personal Services	\$25,586	\$442,934	\$592,879
Materials & Supplies	11,423	104,375	163,400
Other Services & Charges	13,040	481,037	693,674
Capital Outlay	0	0	0
Total	\$50,049	\$1,028,346	\$1,449,953

PERSONNEL SUMMARY

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Departmental Position:				
Aquatic/Fitness Coordinator	0.00	0.50	0.50	0.50
Recreation Center Supervisor	1.00	1.00	1.00	1.00
Sales Coordinator	0.00	1.00	1.00	1.00
Recreation Facility Maintenance	0.00	1.00	1.00	1.00
Recreation Coordinator	0.00	1.00	1.00	1.00
Front Desk Specialist	0.00	0.00	2.00	2.00
Recreation Specialist (part-time)	0.00	3.00	1.00	1.00
Room and Rental Specialist (part-time)	0.00	1.00	1.00	1.00
Fitness Center Attendant	0.00	5.00	2.50	2.50
Child Care Specialist (part-time)	0.00	12.00	3.25	3.25
Child Care Coordinator (part-time)	0.00	1.00	1.00	1.00
Front Desk Clerk (part-time)	0.00	1.00	1.00	1.00
Front Desk Attendants (part-time)	0.00	5.00	2.50	2.50
Total	1.00	34.00	18.75	18.75

AQUATIC PARK

FUND 06 | DEPARTMENT 076

Goals

1. To have a smooth integration into the department;
3. To build and operate a first class aquatic center;
4. To provide high quality service and recreational water opportunities to the citizens and users of the aquatic center;
5. To operate a facility that has minimal financial impact on the General Fund;
6. Maintain facility to a very high standard.

Objectives

1. Train new staff regarding city and department policies;
2. Create programming that is relevant and highly used by patrons of the aquatic park;
3. Ensure that all staff of the aquatic park have proper training and certifications.

AQUATIC PARK

FUND 06 | DEPARTMENT 076

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
Personal Services	\$0	\$168,359	\$367,513
Materials & Supplies	20,319	90,900	90,900
Other Services & Charges	6,400	100,579	101,250
Capital Outlay	0	0	0
Total	\$26,719	\$359,838	\$559,663

PERSONNEL SUMMARY

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Departmental Position:				
Aquatic/Fitness Coordinator	0.00	0.50	0.50	0.50
Lifeguard	0.00	55.00	17.00	24.00
Concession Supervisor	0.00	4.00	0.00	2.00
Concession Attendant	0.00	7.00	0.00	3.50
Aquatic Cashier	0.00	7.00	3.50	3.50
Head Lifeguard	0.00	7.00	1.50	3.50
Total	0.00	80.50	22.50	37.00

FACTS ABOUT LIBRARY

MOORE PUBLIC LIBRARY AND THE PIONEER LIBRARY SYSTEM



The following information gives the annual dollar amount that the Pioneer Library System spent on the Moore Library in 2012-2013:

MOORE SALARIES **\$862,274**

MOORE **\$273,752**

MOORE MATERIALS BUDGET FROM PLS LAST **\$344,000**

MOORE TECHNOLOGY BUDGET FROM PLS LAST YEAR **\$205,000**

TOTAL **\$1,685,026**

EXPLANATIONS OF EXPENDITURES:

The system also budgets \$460,000 for ebooks, downloadables, and system collections. The Virtual Library budget is \$248,398 system-wide, providing online research tools including services for students, like homework tutoring, and services for businesses, like market segmentation data. System Services, Administrative Services, and System Salaries charged to Moore are 19% of the cost. The percentage is based on the total amount of Ad Valorem collected for the System.

OTHER INTERESTING FACTS ABOUT THE MOORE PUBLIC LIBRARY:

1. A Media Surfer Tablet vending machine was added to the Library this year. This unique machine allows customers to scan their library cards and checkout one of 12 iPads for personal use in the library.
2. The Moore Library has 4524 hours in staffing a month. This does not include 169 hours for Security Guards.
3. The Moore Library has approximately 151,409 items for customers to check out.
4. Moore circulated 665,940 items in 14-15.
5. There were 340,379 library visits in 14-15.
6. Moore has 64,220 registered card holders that consider this their home library.
7. The Moore Public Library held 694 programs with 33,654 customers attending those programs in 14-15.
8. There are 69 public computers and 35 staff computers furnished by Pioneer Library System.

*Pioneer Library System pays for the Health Insurance, Retirement, Disability Insurance,

LIBRARY

FUND 06 | DEPARTMENT 077

Goals

Moore Public Library's and Pioneer System's Mission is to connect you to the joy of reading and to information for lifelong learning while being an active member of our community!

Moore Public Library is also committed to the following long range goals:

1. Increase our number of active card holders;
2. Increase the number of customers accessing digital resources;
3. Provide a welcoming and helpful environment for all users to experience the "library as a destination;"
4. To be progressive and increase the quality of life for its customers, just as the City of Moore is a progressive city committed to a quality community.

Objectives

Continued implementation of phase two of the space redesign:

1. Construct extension of display wall to create additional space for face out book and magazine display;
2. Construct two-sided interactive wall which will provide space for tweens and teens;
3. Purchase leisure seating to replace existing seating;
4. Purchase end panels to match existing shelving.

LIBRARY

FUND 06 | DEPARTMENT 077

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
Materials & Supplies	\$4,530	\$4,530	\$4,530
Other Services & Charges	35,462	19,432	18,450
Capital Outlay	43,358	42,700	0
Total	\$83,350	\$66,662	\$22,980

PERSONNEL SUMMARY

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Departmental Position:				
No City Personnel Budgeted				
Total	0.00	0.00	0.00	0.00

COMMUNITY DEVELOPMENT

FUND 06 | DEPARTMENT 080

Goals

1. Provide the highest quality service to all customers including citizens, builders, contractors, and developers;
2. Encourage and promote a quality community through the creation and consistent enforcement of city development regulations and plans;
3. Promote a sustainable community through public involvement and grant funding opportunities.

Objectives

1. Increase efficiency and accuracy of operations, record keeping, and reporting by increasing organization, communication to customers, and attention to details;
2. Build and maintain a Geographic Information System to provide accurate and useful data and maps to the public and other departments;
3. Update city codes and plans to maintain relevancy. Update Comprehensive Plan every 5-7 years;
4. Comply with state and federal stormwater quality requirements.

COMMUNITY DEVELOPMENT

FUND 06 | DEPARTMENT 080

	Actual FY 14-15	Estimated FY 15-16	Projected FY 16-17
PERFORMANCE MEASUREMENTS			
Task			
Final Plats	10	6	8
Processed Building Lots	56	157	107
Multi-Family Units	0	262	262

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
BUDGET SUMMARY			
Category			
Personal Services	\$300,264	\$324,931	\$372,892
Materials & Supplies	5,855	3,574	3,450
Other Services & Charges	70,526	129,378	92,665
Capital Outlay	0	0	0
Total	\$376,645	\$457,883	\$469,007

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
PERSONNEL SUMMARY				
Departmental Position:				
Comm. Planning/ Development Director	1.00	1.00	1.00	1.00
Comm. Planning/ Development Assistant Director	0.00	1.00	1.00	1.00
Assistant Planner/ Current Planning	0.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Total	4.00	4.00	4.00	4.00

INSPECTIONS

FUND 06 | DEPARTMENT 081

Goals

1. Provide quality inspection services to the public that are prompt, courteous, and competent;
2. Ensure that all construction meets city standards and adopted building codes to ensure safe, quality structures and development for businesses and citizens;
3. Maintain accurate records on all permit, inspection, and licensing activities.

Objectives

1. Maintain licensing and continue professional development in inspector licensing, certifications, and continuing education;
2. Perform inspections in a timely manner, no later than the next business day;
3. Provide accurate information and advice to the public;
4. Increase efficiency of operations, record keeping and reporting through software training and utilization and through ongoing improved procedures for staff.

INSPECTIONS

FUND 06 | DEPARTMENT 081

	Actual FY 14-15	Estimated FY 15-16	Projected FY 16-17
PERFORMANCE MEASUREMENTS			
Task			
Building Inspections	12,248	9,050	9,200

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
BUDGET SUMMARY			
Category			
Personal Services	\$544,274	\$615,170	\$493,699
Materials & Supplies	3,549	2,500	8,500
Other Services & Charges	11,434	22,763	4,540
Capital Outlay	0	23,000	0
Total	\$559,257	\$663,433	\$506,739

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
PERSONNEL SUMMARY				
Departmental Position:				
Assistant Community Development Director	0.00	0.00	1.00	1.00
Building Inspector	3.00	3.00	3.00	3.00
Development Service Manager	1.00	1.00	0.00	0.00
Environmental Service Manager	1.00	1.00	1.00	1.00
Administrative Clerk II	2.00	2.00	2.00	2.00
Administrative Clerk III	1.00	1.00	1.00	1.00
Recycling Specialist	1.00	1.00	1.00	1.00
Total	9.00	9.00	9.00	9.00

CODE ENFORCEMENT

FUND 06 | DEPARTMENT 082

Goals

1. Maintain the appearance of the City through timely and consistent enforcement of nuisance violations;
2. Provide prompt and courteous service to the public;
3. Maintain accurate records and files on code enforcement cases and follow all proper procedures, timelines, and standards.

Objectives

1. Investigate all code enforcement complaints within two working days;
2. Provide accurate code interpretations to the public regarding code enforcement issues;
3. Assist other city departments when needed to enforce codes and regulations;
4. Increase efficiency of operations, record keeping and reporting through software training, enhancements, and defined procedures.

CODE ENFORCEMENT

FUND 06 | DEPARTMENT 082

PERFORMANCE MEASURE- MENTS

	Actual FY 14-15	Estimated FY 15-16	Projected FY 16-17
Task			
Code Enforcement Postings	2,372	1,950	2,000

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
Personal Services	\$198,398	\$233,486	\$210,967
Materials & Supplies	4,351	1,232	8,172
Other Services & Charges	107,592	87,841	80,213
Capital Outlay	0	0	47,000
Total	\$310,341	\$322,559	\$346,352

PERSONNEL SUMMARY

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Departmental Position:				
Code Enforcement Supervisor	1.00	1.00	0.00	0.00
Code Enforcement Officer	1.00	1.00	2.00	2.00
Administrative Clerk II	1.00	1.00	1.00	1.00
Total	3.00	3.00	3.00	3.00

CAPITAL PLANNING & RESILIENCY

FUND 06 | DEPARTMENT 083

Goals

1. Operation of federal CDBG grants;
2. Oversee the expenditure of CDBG-DR funds;
3. Use DR funds to continue redevelopment after the May 20, 2013 tornado.

Objectives

1. Compliance with all federal regulations regarding grant management;
2. Timely reporting for Quarterly Performance Report (QPR);
3. Timely drawdown of funds for reimbursement.

CAPITAL PLANNING & RESILIENCY

FUND 06 | DEPARTMENT 083

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
Materials & Supplies	\$285	\$1,000	\$5,000
Other Services & Charges	1,369	10,500	43,000
Total	\$1,654	\$11,500	\$48,000

PERSONNEL SUMMARY

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Departmental Position:				
Personnel for this department are funded in Fund 15.				
Total	0.00	0.00	0.00	0.00

MOORE-SMITH CEMETERY

FUND 06 | DEPARTMENT 090

Goals

1. To provide adequate development of the cemeteries.

Objectives

1. To maintain a beautiful cemetery and provide security for all property.

MOORE-SMITH CEMETERY

FUND 06 | DEPARTMENT 090

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
Other Services & Charges	\$1,979	\$75,000	\$0
Total	\$1,979	\$75,000	\$0

PERSONNEL SUMMARY

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Departmental Position:				
**The administrative duties are performed by the Finance Department personnel and landscaping and maintenance is performed by the Parks and Cemetery Department.				
Total	0.00	0.00	0.00	0.00

CEMETERY PERPETUAL CARE

FUND 07 | DEPARTMENT:

175-CEMETERY PERPETUAL CARE

CEMETERY PERPETUAL CARE

FUND 07 | DEPARTMENT 175

Goals

1. To legally administer the state mandated cemetery perpetual care funds.

Objectives

1. To beautify, maintain and improve the cemeteries.

CEMETERY PERPETUAL CARE

FUND 07 | DEPARTMENT 175

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
Cemetery Perpetual Care	\$22,271	\$40,000	\$27,857
Total	\$22,271	\$40,000	\$27,857

PERSONNEL SUMMARY

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Departmental Position:				
**The administrative duties are performed by the Finance Department personnel and landscaping and maintenance is performed by the Parks and Cemetery Department.				
Total	0.00	0.00	0.00	0.00

SPECIAL REVENUE FUND

FUND 08 | DEPARTMENTS:

8010080 INTEREST

8020010 911 COLLECTIONS

**8020030 SPECIAL REVENUE PUBLIC SAFETY
INTERGOVERNMENTAL**

8030020 SPECIAL REVENUE STREETS/PERMITS/LICENSES

8050010 SPECIAL REVENUE C & R TAXES

8050020 NEIGHBORHOOD PARK DEVELOPMENT FEES

8050060 SPECIAL REVENUE PARKS & RECREATION

8050080 DONATIONS/GRANTS

SPECIAL REVENUE FUND

BUDGET SUMMARY

Organization	Object	Category	Department Description	Budgeted
8010080	48000	Interest	Interest	750
8020010	41400	911 System Maintenance	Purchase of communication equipment	15,600
8020030	43100	DEA Task Force	Salary Reimbursement	17,548
8020030	43175	Economic & Crime Identity	Computer/financial fraud grant	12,000
8020030	43225	Police	Discretionary	10,000
8030020	42090	Transportation Impact Fees	New development of curb, gutter, streets, water and sewer lines	150,000
8030020	42100	Sidewalk Improvement Grant	Sidewalk Maintenance	12,000
8030020		Fund Balance		1,432,736
8040030	43125	CDBG Entitlement	Social service and low to moderate income improvements	305,790
8050010	41300	Hotel Tax - Candlewood Suites	Hotel/Motel Tax	50,000
8050010	41301	Hotel Tax - Springhill Suites	Hotel/Motel Tax	90,000
8050010	41302	Hotel Tax - Super 8	Hotel/Motel Tax	15,000
8050010	41303	Hotel Tax - Best Western	Hotel/Motel Tax	50,000
8050010	41304	Hotel Tax - Comfort Inn	Hotel/Motel Tax	15,000
8050010	41305	Hotel Tax - LaQuinta Inn	Hotel/Motel Tax	80,000
8050020	42095	Neighborhood Park Development	Neighborhood park development	15,000
8050060	46375	Youth Football	Ball Associations Park Improvements	3,000
8050060	46376	Girls Softball	Ball Associations Park Improvements	3,000
8050060	46377	Youth Baseball	Ball Associations Park Improvements	7,200
8050080	48500	Donations		
		Emergency Management Grant	Emergency operation salary grant	25,000
		COPS Hiring Program	Partial salary costs of two police officers	79,747
		Total		\$2,389,371

DEBT SERVICE

FUND 09 | DEPARTMENTS:

500-2009-STREET GO BONDS

501-2010-STREET GO BONDS

502-2013-STREET GO BONDS

503-2013B-PARK GO BONDS

504-2014-PARK GO BONDS

505-2015-PARK GO BONDS

DEBT SERVICE

OUTSTANDING DEBT AS OF JUNE 30, 2015

FYE	General Obligation Bonds	Revenue Bonds	Judgments Notes Loans/Leases	Total Debt
1995	11,825,000	31,900,000	2,951,632	46,676,632
1996	10,725,000	30,180,000	3,680,590	44,585,590
1997	9,850,000	28,325,000	4,091,310	42,226,310
1998	8,975,000	26,325,000	3,129,147	38,429,147
1999	8,975,000	21,820,000	2,553,058	32,473,058
2000	7,350,000	21,320,000	1,956,308	30,626,308
2001	6,600,000	18,305,000	4,211,780	29,116,780
2002	6,000,000	15,135,000	8,208,294	29,343,294
2003	13,270,000	7,605,000	9,948,265	30,823,265
2004	12,670,000	5,505,000	10,047,642	28,222,642
2005	11,200,000	3,325,000	9,010,000	23,535,000
2006	10,600,000	1,055,000	6,084,164	17,739,164
2007	9,000,000	0	24,363,370	33,363,370
2008	7,400,000	0	20,373,524	27,773,524
2009	13,200,000	0	17,732,133	30,932,133
2010	18,525,000	0	30,953,943	49,478,943
2011	16,925,000	0	36,911,935	53,836,935
2012	14,925,000	0	56,436,695	71,361,695
2013	22,925,000	0	63,547,354	86,472,354
2014	29,075,000	0	75,309,851	104,384,851
2015	30,015,000	0	73,663,804	103,678,804

Prepared by: B. Mitchell

DEBTSERVICE

FUND 09 | DEPARTMENTS 500, 501, 502, 503, 504 & 505

Goals

1. To legally administer the City's debt service fund.

Objectives

1. To process and provide timely payments for the retirement of the City's bonds and judgments.

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Projected FY 16-17
Category			
G.O. Street Bonds 2009	\$1,206,500	\$1,156,500	\$1,105,125
2010 G.O. Street Bonds	1,102,000	1,080,750	1,055,125
2013 G.O. Street Bonds	647,198	643,690	636,855
2013B Park GO Bonds	666,675	659,200	651,725
2014 Park GO Bonds	306,531	1,021,644	1,013,225
2015 Park GO Bonds	250	71,500	446,500
2015 Bridge GO Bonds	0	0	136,235
2015 Parks GO Bonds	0	0	84,440
Total	\$3,929,154	\$4,663,284	\$5,129,690

DEDICATED SALES TAX

FUND 12 | DEPARTMENTS:

PUBLIC SAFETY EQUIPMENT

RESIDENTIAL STREETS

DEDICATED SALES TAX

FUND 12 | DEPARTMENTS 580 AND 582

Goals

1. Improve public safety operations for all citizens of Moore;
2. Repair and improve residential streets.

Objectives

1. Purchase public safety equipment for police, fire, 911 dispatch and emergency management;
2. Spend street money wisely and equitably among the wards.

BUDGET SUMMARY

Category	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Public Safety Equipment	\$773,598	\$3,613,684	\$3,180,278
Residential Streets	3,321,358	6,993,961	4,862,565
Total	\$4,094,956	\$10,607,645	\$8,042,843

PARK SALES TAX

FUND 13 | DEPARTMENTS:

GENERAL GOVERNMENT

KIWANIS PARK

PARMELE PARK

LITTLE RIVER PARK

VETERANS MEMORIAL PARK

ARBOR GARDENS

APPLE VALLEY PARK

BUCK THOMAS PARK

FAIRMOORE PARK

CENTRAL PARK

PARK SALES TAX

FUND 13 | DEPARTMENTS 035, 603, 606, 608 & 611

Goals

1. Improve all parks in Moore;
2. Expand and modernize park and recreation opportunities.

Objectives

1. Implement advertised park enhancements;
2. Fully account for designated sales tax as approved by voters in November 2012;

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
General Government (1)	\$6,138,587	\$2,731,582	\$368,961
Kiwanis Park	9,258	0	0
Parmelee Park	23,081	0	0
Little River Park	4,916	159,795	20,000
Veterans Memorial Park	80,953	6,188	
Arbor Gardens	2,352	0	
Apple Valley Park	94	0	125,000
Buck Thomas Park	1,621,049	2,111,744	0
Fairmoore Park	4,943	7,843	1,600,000
Central Park	0	300,000	
Greenbriar	0	76,290	0
Total	\$7,885,233	\$5,393,442	\$2,113,961

PARKS GO BONDS

FUND 14 | DEPARTMENTS:

035-GENERAL GOVERNMENT

075-CENTRAL MOORE PARK

PARKS GO BONDS

FUND 14 | DEPARTMENTS 11 AND 77

Goals

1. To build and operate a first class park;
2. To provide high quality service and recreational opportunities to the citizens and users of the park;
3. To operate a park that has minimal financial impact on the General Fund;
4. Maintain park to a very high standard;
5. To have a smooth transition and opening of park;
6. To open a park that the citizens of Moore can take pride in.

Objectives

1. Fully account for designated bond funds approved by voters in November 2012.

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
General Government	\$157,269	\$0	\$2,794,438
Central Moore Park	11,288,818	11,010,000	1,121,727
Total	\$11,446,087	\$11,010,000	\$3,916,165

CDBG-DR HUD

FUND 15 | DEPARTMENTS:

ADMINISTRATION
DR
HOUSING
INFRASTRUCTURE
PUBLIC FACILITIES
RESILIENCY
PLANNING

CDBG-DR HUD

FUND 15

Goals

1. Administer federal funds for disaster recovery;
2. Plan and oversee disaster recovery.

Objectives

1. Accurate accounting of grant funds.

CDBG-DR HUD

FUND 15

BUDGET SUMMARY

	Actual FY 14-15	Estimated FY 15-16	Proposed FY 16-17
Category			
Administration	\$379,544	\$396,100	\$426,742
DR			
Housing	23,603	1,017,489	515,736
Infrastructure	88,522	6,720,414	10,617,731
Public Facilities	6	500,000	1,275,000
Resiliency	76,121	2,032,528	34,647
Planning	322,296	1,459,244	1,397,359
Total	\$890,092	\$12,125,775	\$14,267,215

PERSONNEL SUMMARY

	Prior Year FY 14-15	Current Year Budgeted FY 15-16	Current Year Estimated FY 15-16	Budget Year FY 16-17
Departmental Position:				
Associate Planner/ Grants Manager	0.00	1.00	1.00	1.00
Accountant II	0.00	1.00	1.00	1.00
Compliance Specialist	0.00	1.00	1.00	2.00
Administrative Assistant	0.00	1.00	1.00	1.00
Total	0.00	4.00	4.00	5.00

GLOSSARY OF TERMS

Accrual Basis of Accounting – The basis of accounting that records revenue at the time earned and expenses when incurred, rather than when collected or paid.

Allocated Administrative Costs – Allocates the cost of general administrative departments that are required to manage the City and provide support to all funds.

Annual Budget – A plan for the coordination of resources and expenditures. The budget is the financial plan for the City's allocation of resources to provide services, accomplish the City's goals and objectives, and perform activities.

Assigned Fund Balance – This describes the portion of fund balance that reflects the City's intended use of resources. This authority rests with Mayor/City Council and is delegated to staff through the use of encumbrances.

Balanced Budget – A budget in which revenue sources are identified to balance with expenditures for services provided in a specific fiscal year.

Beginning Fund Balance – The unexpended amount in a fund at fiscal year-end that is available for appropriation in the next fiscal year.

Breakthrough Strategies – A defined strategy of a department/division objective with outcomes measured or completed by a determined timeframe that achieve the governing body goals for the City.

Capital Improvement – A project of relatively high monetary value (at least \$50,000), long life (at least five years), and the outcome of the project results in the creation of a fixed asset or a significant revitalization that upgrades and extends the useful life of a fixed asset.

Capital Outlay – A major object category that includes expenditures for land purchase, buildings (purchase or construction), improvements other than building (purchase or construction), or equipment and furniture.

Fund Balance – This represents the portion of fund balance whose use is constrained by limitations that the City imposes on itself by City Council (highest decision making level) and remains binding unless removed in the same manner.

- Requires action by City Council to commit fund balance

- Formal City Council action is necessary to impose, remove or modify a constraint reflected in the committed fund balance

Community Development Block Grant (CDBG) – Federal grant funds dedicated for programs and activities which primarily benefit low and moderate-income families, individuals, and neighborhoods. Programs include but are not limited to housing rehabilitation, affordable housing development and preservation, human service activities, and capital improvement activities.

Comprehensive Annual Financial Report (CAFR) – This report is commonly known as the annual Audit and is completed by an independent certified public accounting firm for the Finance Department. It contains information regarding all general-purpose financial statements for revenue and expenditures, selected financial and demographic information, and amortization of long-term debt and selected investment portfolio data.

Contingency – An account established for the purpose of meeting unanticipated requirements.

Debt Service – Payment of interest and principal on an obligation resulting from the issuance of bonds.

Moore Public Works Authority – MPWA which has been created under Title 60 Statute § 176 A.3. to provide public facilities and service specific to the citizens of Moore. MPWA has the authority to issue debt.

Expenditure – The actual outlay of or obligation to pay cash.

Fiscal Year – A 12-month period at the beginning of which the City implements a new budget based on expected revenue and expenditures and at the end of which the City determines its financial positions and the results of its operations. The City of Moore's fiscal year is July 1 through June 30.

Full-Time Equivalent (FTE) – 40-hour per week or 56 hour per week for firefighters position on an ongoing basis that is specifically authorized for ongoing funding by classification in the annual budget.

Fund – A budgetary and fiscal accounting mechanism for designating a sum of money or other resources set aside for the purpose of providing services and achieving objectives in accordance with state and local laws, regulations, or other limitations. Each fund constitutes an independent budgetary, fiscal, and accounting entity.

Fund Balance – The balance remaining in a fund after expenditures have been subtracted from revenue.

General Fund – A fund used to account for all general purpose activities of the City supported by City taxes and other non-dedicated revenue such as license and permit fees, user charges, etc. This fund includes all traditional municipal expenditures such as Public Safety and Parks.

General Obligation Bonds (GO Bonds) – These bonds are typically issued to finance government improvements benefiting the community as a whole and are secured by an unlimited tax levy of the issuer.

Government Finance Officers Association (GFOA) – The purpose of the GFOA is to enhance and promote the professional management of governments for the public benefit by identifying and developing financial policies and best practices and promoting their use through education, training, facilitation of member networking, and leadership.

Grants Fund – Various grants provide funding for grant activities as approved by City Council.

Infrastructure – The underlying foundation or basic framework of the City's physical assets, buildings, roadways, etc.

Objective – A desired result of a group of related activities performed by a department or division in which the achievement satisfies part or all of the department's or division's mission.

Operating Budget – The annual expenditures for the routine, ongoing activities and work program of a department or division as opposed to budgets which may also be established for capital projects, grant-funded projects, and other activities of a non-permanent nature.

Outsourcing – Contracting with private companies to provide the same level of services while reducing personnel costs.

Public Safety Sales Tax Fund – On November 7, 2006, voters approved a 1/2-cent sales tax, which authorized the City of Moore a sales tax rate increase to be used to fund public safety capital improvement needs.

Restricted Fund Balance – This represents the portion of fund balance that is subject to externally enforceable legal restrictions. Such restrictions are typically imposed by parties altogether outside the City such as creditors, grantors, contributors or other

governments. Restrictions can also arise when the authorization to raise revenues is conditioned upon the revenue being used for a particular purpose.

Revenue – Money received by the City during the fiscal year, which includes taxes, fees, charges, special assessments, and other funds collected that support the services the City provides.

Revenue Bonds – Bonds issued by a public agency authorized to build, acquire, or improve a revenue-producing property and payable out of revenue derived from such property.

Sales Tax Revenue Bonds – Those bonds issued to finance various capital improvement projects that have a definable revenue base. These bonds are secured by the City Sales Tax revenue.

Strategic Plans – The Mayor's Strategic Plan is comprised of goals and objectives that set priorities for resource allocation, establishes policy guidelines, and provides governance direction. Also as directed in the City Charter, each year, City Council determines its areas of priority for the following year and provides them to the Mayor for consideration in the development of the municipal budget.

Unrestricted Fund Balance – The GFOA recommended, at a minimum, that general-purpose governments, regardless of size, incorporate in its financial policies that unrestricted fund balance in their general fund be no less than two months of regular General Fund operating expenditures. The City's goal target range for General Fund Reserve – Unrestricted Fund Balance is 10% of the following year's expenditure budget.

User Fees – The payment of a fee for direct receipt of a public service by the person benefiting from the service.



CITY OF MOORE

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