



CITY *of* MOORE

Fiscal Year
2015-2016

Moore Public Works Authority
Moore Economic Development Authority





INCORPORATED

1893

City of Moore Moore Public Works Authority Moore Economic Development Authority

Operating Budget Adopted June 1, 2015

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

City of Moore Budget begins on page 45

Contents

Introduction

More about Moore	4
Budget Calendar	9
City Manager Letter	10
Ward Map	13
Organizational Chart	14
City of Moore	14
City Administration	15
City Management / Department Heads	15
City Officials	16
Resolution No. 238 (15)	18
Fund Totals - City of Moore, MEDA and MPWA	20
Notice of Public Hearing	22
Exhibit "A" - Schedule of Revenues of the MPWA	23
Combined Revenues - City of Moore & MPWA	24
Fund Totals - City of Moore	25
Summary of General Fund Expenditures - City of Moore	26
Allocation of City/MEDA/MPWA Personnel - Full Time Equivalent (FTE)	27

Moore Public Works Authority

Budget Summary	29
Chart of Revenue	30
Utility Expense Categories Allocation	31
Risk Management & Human Resources	33
General Government	36
Sanitation	39

Moore Economic Development Authority

Moore Economic Development Authority	43
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City of Moore

Resolution No. 824 (15)	46
Exhibit "B" Schedule of Revenues	48
City Map - Populations by Ward	50
General Fund Revenues by Category	51
Sources of Revenue	52

City of Moore

General Fund Expenditure of Funds by Dept.	53
Summary of General Fund Expenditure by Cost Category	54
Allocation of General Fund Expenditures.....	55
General Obligation Street Bonds.....	57
Top Ten Taxpayers for 2014 (Ad Valorem)	59
General Government.....	60
Managerial.....	62
Legal.....	64
Central Purchasing	66
Finance.....	68
Court.....	70
Information Services	72
Police	75
Communications	78
Emergency Management	81
Fire	85
Public Works	87
Animal Adoption Center	89
Fleet Maintenance.....	91
Street Improvements	93
Building Maintenance.....	95
Community Development.....	97
Inspections	100
Code Enforcement.....	102
Capital Planning and Resiliency	104
Parks & Recreation.....	107
Senior Citizen Services.....	109
Landscape and Beautification	111
Parks & Recreation Activities	113
Parks & Cemetery Maintenance.....	115
Recreation Center	117
Aquatic Park	119
Facts about Library.....	121
Library.....	122
Moore-Smith Cemetery	124
Cemetery Perpetual Care.....	127
Special Revenue Fund	130
Debt Service	132
Dedicated Sales Tax.....	135
Park Sales Tax.....	137
Parks GO Bonds	139
CDBG-DR HUD	141
Glossary of Terms	143

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.

General Information



POPULATION: (2015 estimate)

60,000

MEDIAN AGE:¹ (2010)

31.5



PER CAPITA INCOME:²

42,451

UNEMPLOYMENT RATE:³

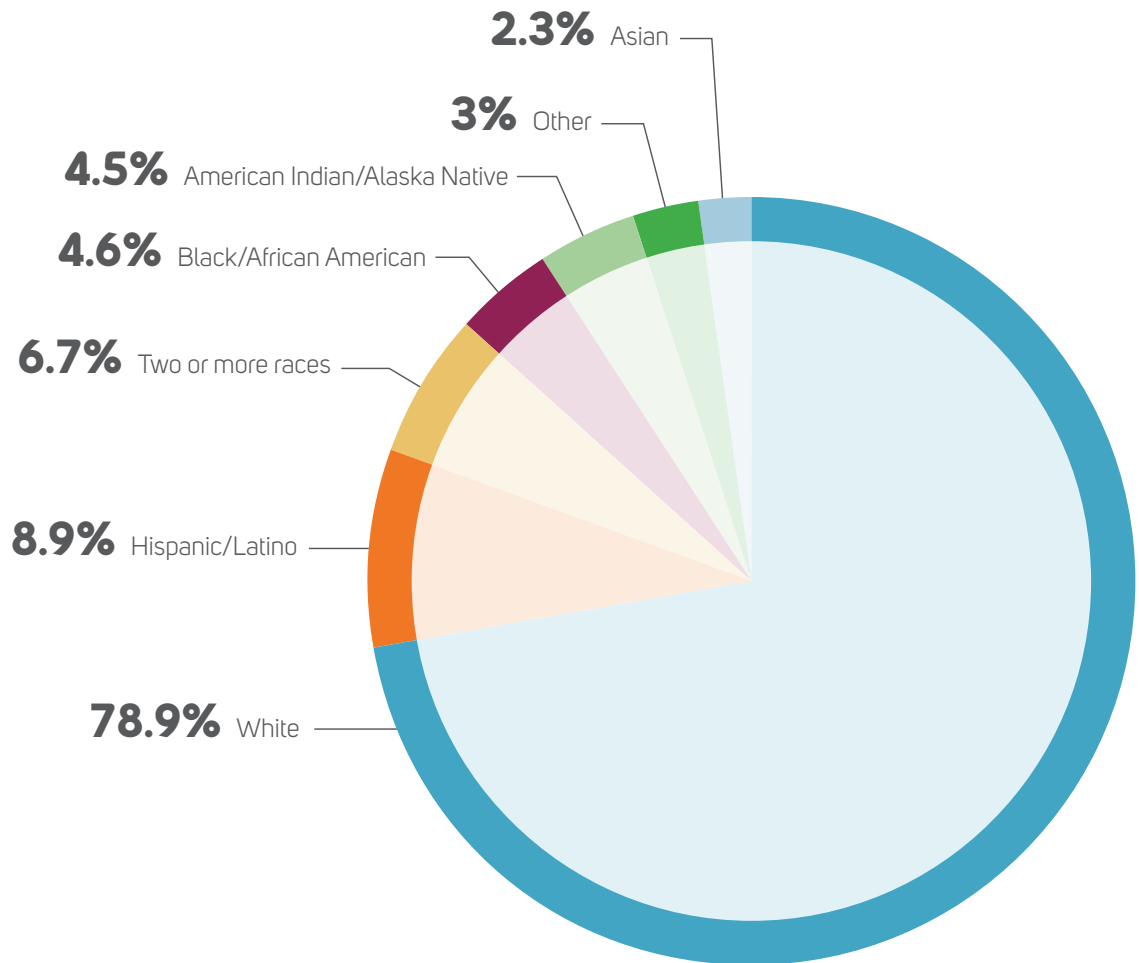
3.4%

¹ American Fact Finder (2010), Information based on 2010 US Census.

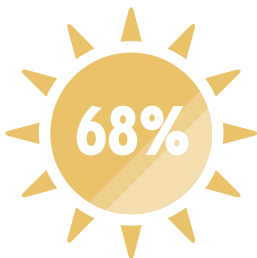
² Per U.S. Department of Labor, Bureau of Labor Statistics. Average annual wages for the state of Oklahoma.

³ Statistic found on Oklahoma Employment Security Commission's website.

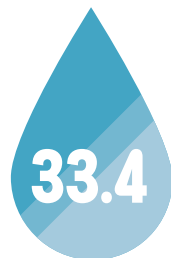
ETHNICITY:⁴



PROBABILITY OF SUNSHINE:⁵



AVERAGE ANNUAL INCHES OF RAINFALL:⁶



AVERAGE TEMPERATURE⁶:



ELEVATION (FEET):



⁴American Fact Finder (2010), Information based on 2010 US Census. Hispanics may belong to any race, therefore may be counted within the individual race categories as well.

⁵National Weather Service, National Climate Data Center for Oklahoma City, information not available on Moore.

⁶<http://www.climate-zone.com/climate/united-states/oklahoma/oklahoma-city/> (Due to availability and close proximity information is based on Oklahoma City statistics)

Education



PRIMARY SCHOOLS:

14

SECONDARY SCHOOLS:

3

HIGH SCHOOLS:

2

COLLEGES:

2



HIGH SCHOOL GRADUATES OR HIGHER:⁷

89.3%



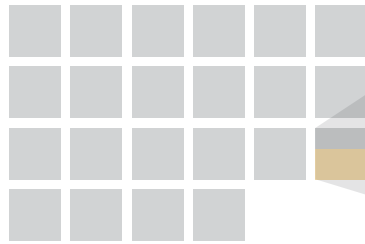
COMPLETED BACHELOR'S OR HIGHER:⁷

22.3%

Land

22

SQUARE MILES⁸



ACRES OF
LAND DEVOTED
TO PARKS⁹

463.46 MILES OF STREETS⁸

⁷ Census Quick Facts for the city of Moore, OK, <http://quickfacts.census.gov/qfd/states/40/4049200.html>.

⁸ Information obtained from various departments within the City of Moore.

⁹ Information provided by Todd Jenson, Assistant City Manager for the City of Moore, 51 of those acres are currently under development.

Local Economy



SALES TAX RATE:¹⁰

8.5%

TOP EMPLOYERS IN MOORE:¹³

Moore Public Schools
Vaughan Foods
Wal-Mart
Moore Medical Center

City of Moore
Warren Theatre
Moore Norman Technology Center



CITY PROPERTY TAX RATE:¹¹

107.84 **MILLAGE**



MEDIAN SALE PRICE OF A HOME IN MOORE:¹²

\$138,896

Community

ATTRACTIONS:

Old Town
Warren Movie Theatre & IMAX
Yellow Rose Theatre
Showplace Market
Broadmoore Golf Club
Veterans Park
Belmar Golf Club
Little River Park
Buck Thomas Park
Central Park-Coming Soon

STORM PREPAREDNESS:¹⁴



STORM SHELTERS
110% INCREASE

in the number of registered storm shelters in Moore

2,900 (Registered shelters prior to May 20, 2013)

6,100 (Registered shelters from
May 21, 2013 - June 5, 2015)

¹⁰ Oklahoma Tax Commission

¹¹ Cleveland County Assessor

¹² Cleveland County Assessor Website, Year-to-Date Report, <http://www.clevelandcountyassessor.us/Reports.aspx>

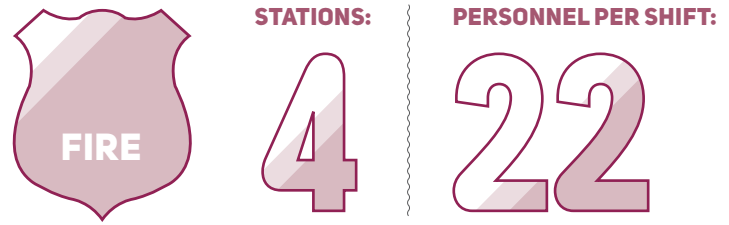
¹³ Moore Chamber of Commerce Website, numbers reflect employers with largest number of employees in retail and nonretail, and public and private organizations.

¹⁴ Jared Jakubowski, City of Moore Capital Planning and Resiliency

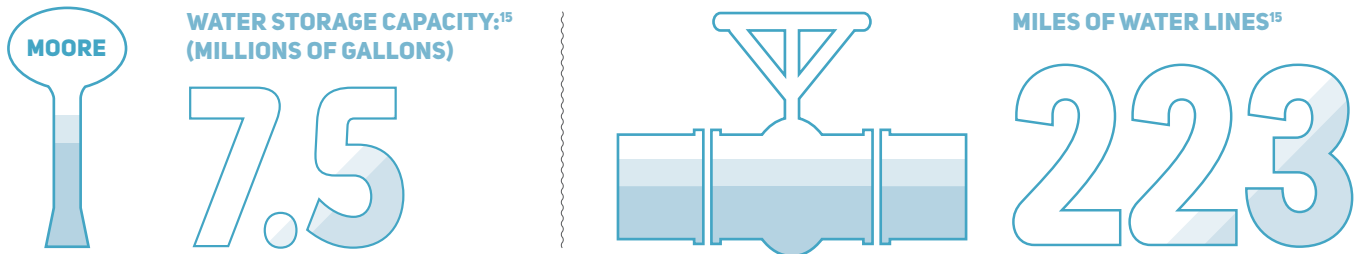
Police Protection



Fire Protection



Public Works



Demographic Statistics

Source: City of Moore Community Development Department.

YEAR	ESTIMATED POPULATION ¹⁶	AVERAGE ANNUAL WAGES ¹⁷	MOORE PUBLIC SCHOOL DISTRICT ENROLLMENT ¹⁷	UNEMPLOYMENT RATE (PERCENTAGE) ¹⁸
2014	59,973	40,850	23,200	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
2005	46,852	28,985	19,140	3.5

¹⁵ Information obtained from various departments of the City of Moore.

¹⁶ Census Count for 2010.

¹⁷ Per U. S. Department of Labor, Bureau of Labor Statistics. Average annual wages for the State of Oklahoma.

¹⁸ This figure provided by the office of Oklahoma Employment Security Commission.

Budget Calendar FY 2015-2016

Target Date	Activity
February 2, 2015	Budget documents and information to department heads
February 2 - February 20, 2015	Department heads prepare budget requests and return to the Finance Director
March 2 - March 6, 2015	City Manager will meet with departments individually to discuss requests
March 20, 2015	Initial draft of proposed budget
April 13 - April 22, 2015	City Council consideration of the proposed budget
May 6, 2015	Publish Proposed Budget Summary and Notice of Public Hearing on the proposed budget
May 18, 2015	Public Hearing
May 18, 2015	Budget adoption (Legal deadline is June 23)
June 30, 2015	Budget published and filed with State Auditor and City Clerk
July 1, 2015	Begin new fiscal year 2015-2016

City Manager Letter

June 1, 2015

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 2015-2016 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 2015-2016 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 City of Moore has experienced a slight downturn in its retail economy, which is the primary source of revenue for the General Fund. Sales tax collections for FY 14-15 have remained stagnant, with a projected increase of only .4% over the previous year's actual collections. One possible reason for this is that the prior fiscal year showed a significant increase in sales tax collections (over 8%) due to the uptick in spending after the May 2013 tornado. Weather could have also been a contributing factor. MPWA utility revenues have also been flat or down somewhat due to the lingering effects of the tornado. However, we expect a significant increase in retail sales in FY 15-16. As of this writing Sam's Club has opened, which we expect will have a significant positive impact on sales tax collections. In addition, other small and large retailers are in various stages of planning or construction, which will only benefit the budget.

The combined FY 15-16 budgets of the City, MPWA and MEDA total \$116,377,289 which represents a 15.3% increase over FY 14-15. This results in a projected expenditure of \$1,918.29 per capita based on an estimated population of 60,636. The MPWA budget includes an increase in the residential water rates for those using in excess of ten thousand gallons per month; billing for water will begin at the first gallon of usage (currently 1,001); and a two dollar additional

charge for residential sanitation service was added. The rates for commercial water usage were also adjusted. These increases are necessary to help defray increased operating costs, water purchases from Oklahoma City, and sanitation equipment replacement costs. Last year's MPWA budget also used a one-time revenue source of \$1.2M, which will not be available this year.

The budgets include cost-of-living increases for all employees. These increases range from eight tenths of one percent (.8%) to one percent (1%) depending on the employee group. The budget also includes merit increases for all eligible employees. There are three new parks maintenance positions included in the budget, which totals 429 full-time equivalents (FTEs). Several new FTE's in the Parks Department were carried over from last year's budget. These positions were budgeted in anticipation of the opening of The Station at Central Park, but most were not filled due to delays in completion of the center.

Neither the City General Fund nor the MPWA budgets anticipate the use of fund balance. The MPWA's fund balance, in particular, has been in a precarious position for some time now. This can be traced to the additional debt service and operating costs for the new wastewater treatment plant, significant additional cost to purchase Oklahoma City water, and the loss of revenue due to the storms over the past couple of years. The utility rate increases last year and those included in the MPWA budget this year have been necessary to ensure the continued financial viability of the Trust.

The City General Fund budget has also absorbed a considerable amount of new debt service expense in recent years, making the budget more difficult to balance. The most recent debt service is the addition of approximately \$1.3M per year for the 2014 MEDA Infrastructure Loan. Revenue to pay this debt service will come from sales tax generated by the new Sam's Club. There is a small contingency of \$288K in the City General Fund budget, which will enable the City to deal with unexpected expenses throughout the year. In addition, the City General Fund includes set-asides of sales tax to meet obligations under the existing sales tax rebate agreements for the Fritts-Target development in the amount of \$425K, the Warren Theaters IMAX project in the amount of \$200K, and Dick's Sporting Goods in the amount of \$200K.

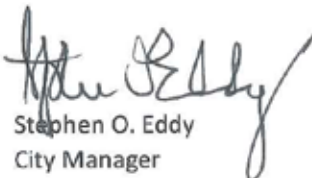
The revenue of the City General Fund is projected to increase 28.4% over current budgeted amounts. This includes an estimated 12.25% increase in general sales tax collections. This is due in large part to the projected sales tax revenue from Sam's Club. Aside from Sam's, sales tax revenues are projected to be virtually flat. In addition, the City budget includes approximately \$1.1M in new revenue from fees to be charged for use of The Station at Central Park. The City budget also includes \$2.1M funding from the 2014 MEDA Infrastructure Loan, which overinflates the revenue picture to a degree since these are funds that are currently available but are earmarked for specific infrastructure projects.

The MPWA revenues are projected to increase 1.8% over the current year budgeted amounts, which includes water, sewer, sanitation revenues. As was previously mentioned the budget includes water and sanitation rate increases of approximately \$1.6M. The percentage increase is low because of an inadvertent overstatement of the projected water revenues from last fiscal year. The actual projected increase with the utility rate adjustments is approximately 7.3%.

The budgets include approximately \$43.3M 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, completion of Telephone Road between S. 4th and N. 5th Streets, and Phase I funding for the new bridge across I-35 at S. 34th Street. Also included is the purchase of three 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 2015-2016 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,

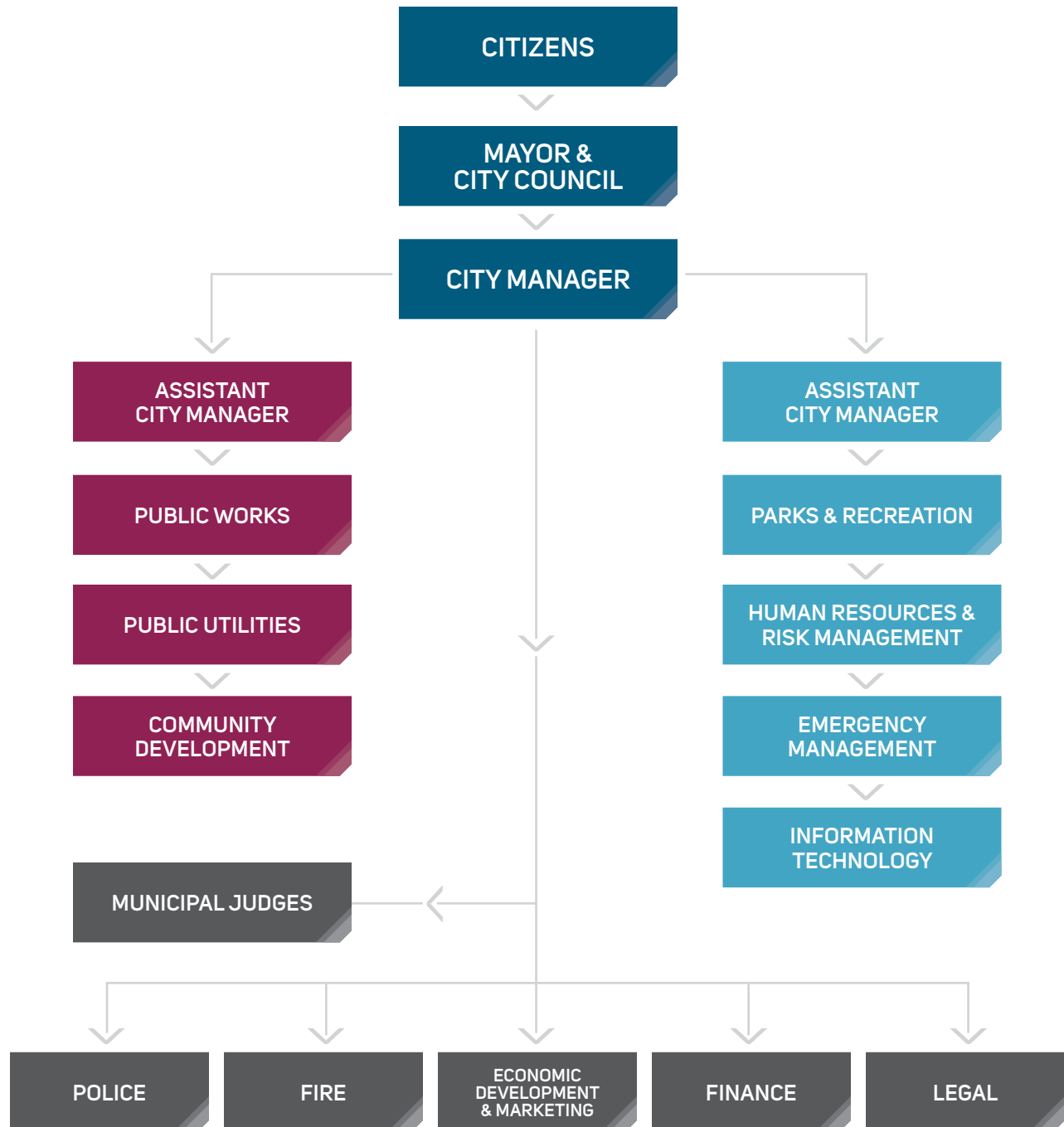


Stephen O. Eddy
City Manager



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
Jim Corbett



**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



Robert Krows

Vice Mayor

rkrows@cityofmoore.com



David Roberts

Council Member

droberts@cityofmoore.com

Ward 2



Melissa Hunt

Council Member

mhunt@cityofmoore.com



Mark Hamm

Council Member

mhamm@cityofmoore.com

Ward 3



Terry Cavnar

Council Member

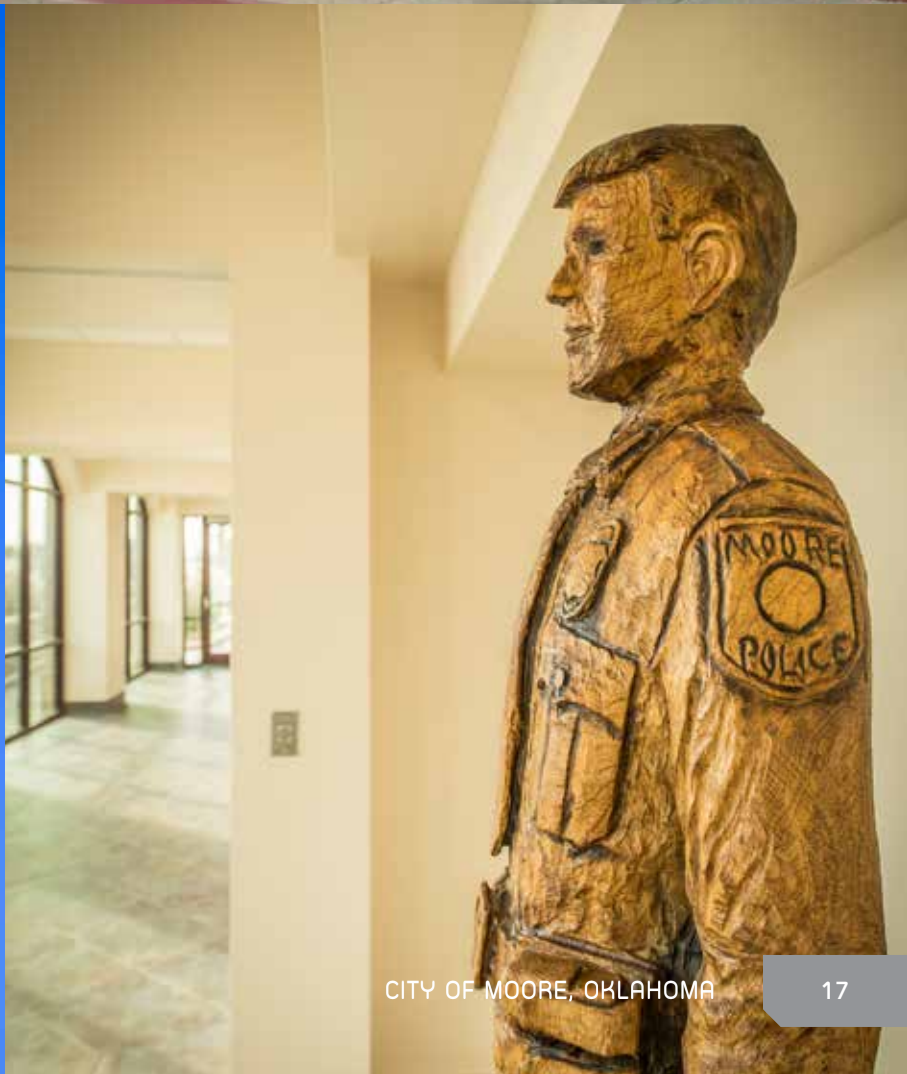
tcavnar@cityofmoore.com



Jason Blair

Council Member

jblair@cityofmoore.com



Resolution No. 238 (15)

RESOLUTION NO. 238 (15)

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 2015-2016 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 2015-2016; 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, 2015 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 2015-2016 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 2015-2016, 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 2015-2016 (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 2015-2016 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 2015-2016 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 2015-2016, all of which are supported by full and sufficient financial information; and,

WHEREAS, the adoption of said budget for Fiscal Year 2015-2016, 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 2015-2016, 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 2015-2016, 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 2015-2016 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 1st day of June, 2015.



  
\_\_\_\_\_  
GLENN LEWIS, CHAIRMAN OF THE TRUST

  
\_\_\_\_\_  
DAVID ROBERTS, SECRETARY

APPROVED AS TO FORM & LEGALITY:

  
\_\_\_\_\_  
RANDY C. BRINK, CITY ATTORNEY

# Fund Totals

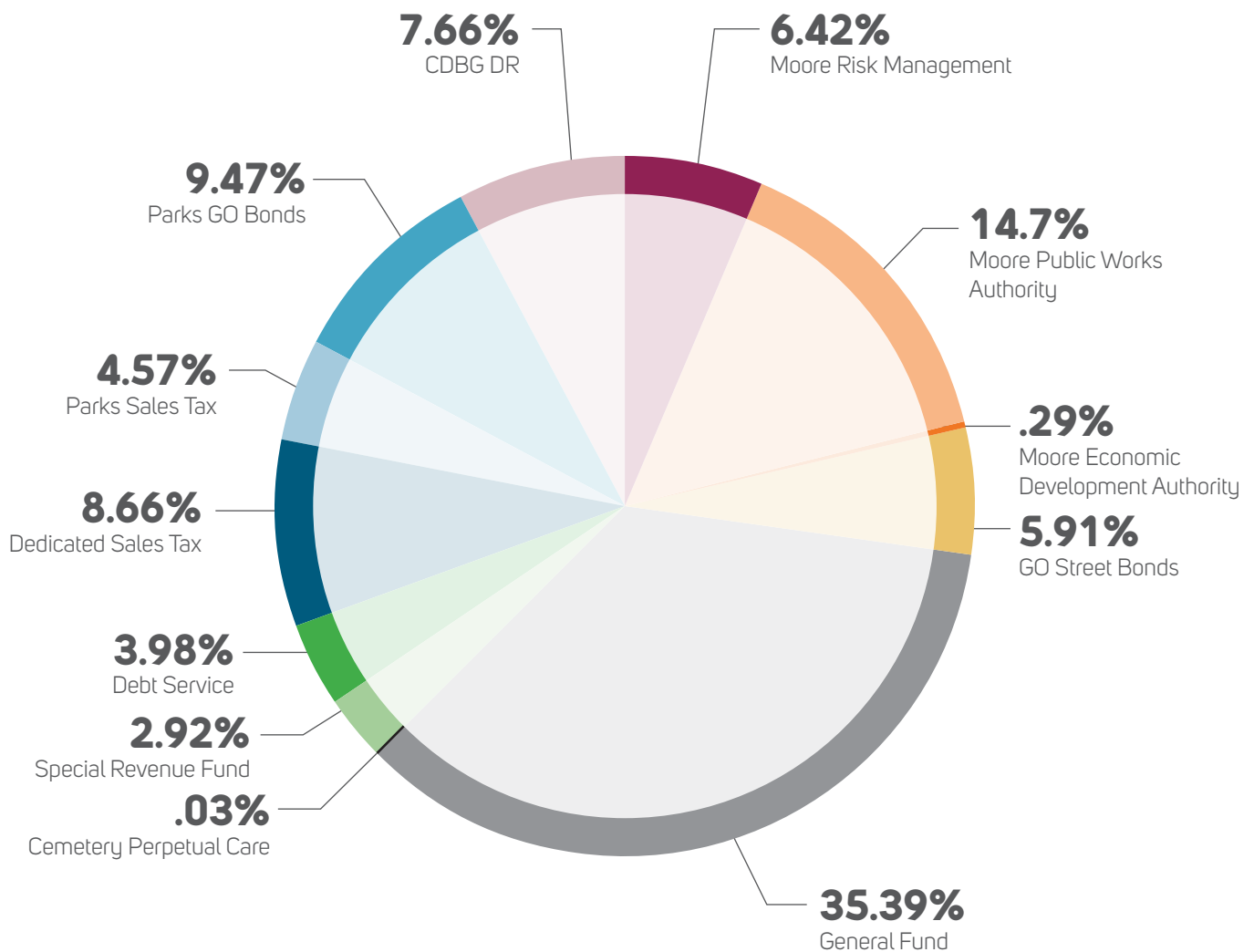
## City of Moore, MEDA and MPWA

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| Fund    | Fund Name                                         | Fund Total           |
|---------|---------------------------------------------------|----------------------|
| Fund 2  | Moore Risk Management                             | 7,464,697            |
| Fund 5  | Moore Public Works Authority                      | 17,096,187           |
|         | <b>Total Moore Public Works Authority</b>         | <b>\$24,560,884</b>  |
| Fund 3  | Moore Economic Development Authority              | 336,878              |
|         | <b>Total Moore Economic Development Authority</b> | <b>\$336,878</b>     |
| Fund 4  | 2013 & 2015 GO Street Bonds                       | 6,875,000            |
| Fund 6  | General Fund                                      | 41,169,733           |
| Fund 7  | Cemetery Perpetual Care                           | 40,000               |
| Fund 8  | Special Revenue Fund                              | 3,461,232            |
| Fund 9  | Debt Service                                      | 4,633,284            |
| Fund 12 | Dedicated Sales Tax                               | 10,076,928           |
| Fund 13 | Parks Sales Tax                                   | 5,317,250            |
| Fund 14 | Parks GO Bonds                                    | 11,010,000           |
| Fund 15 | CDBG DR                                           | 8,896,100            |
|         | <b>Total City of Moore</b>                        | <b>\$91,479,527</b>  |
|         | <b>Grand Total</b>                                | <b>\$116,377,289</b> |



FY 2015/2016



# Notice of Public Hearing

Public notice published in The Oklahoman on May 26, 2015.

The City of Moore-Moore Public Works Authority will hold a Public Budget Hearing at 6:30 p.m. on June 1, 2015, 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 2015-2016 as summarized below: The public is encouraged to attend.

| Department Function                  | General Fund        | G.O. Debt Service  | Moore Public Works Authority | Special Revenue     |
|--------------------------------------|---------------------|--------------------|------------------------------|---------------------|
| General Government                   | \$4,726,663         |                    | \$14,870,400                 |                     |
| GO Street Bonds Improvements         |                     |                    |                              | \$6,875,000         |
| Moore Risk Management                |                     |                    | 7,464,697                    |                     |
| Moore Economic Development Authority |                     |                    |                              | 336,878             |
| Managerial                           | 771,640             |                    |                              |                     |
| City Attorney                        | 344,528             |                    |                              |                     |
| Finance                              | 1,339,190           |                    |                              |                     |
| Municipal Court                      | 570,628             |                    |                              |                     |
| Information Services                 | 1,323,369           |                    |                              |                     |
| Sanitation                           |                     |                    | 2,225,787                    |                     |
| Police                               | 10,706,068          |                    |                              |                     |
| Communications                       | 984,294             |                    |                              |                     |
| Emergency Management                 | 322,494             |                    |                              |                     |
| Fire                                 | 8,881,539           |                    |                              |                     |
| Public Works                         | 1,961,553           |                    |                              |                     |
| Animal Adoption Center               | 412,182             |                    |                              |                     |
| Fleet Maintenance                    | 808,746             |                    |                              |                     |
| Street Improvements                  | 2,100,000           |                    |                              |                     |
| Building Maintenance                 | 521,903             |                    |                              |                     |
| Planning                             | 469,383             |                    |                              |                     |
| Inspections                          | 663,433             |                    |                              |                     |
| Code Enforcement                     | 322,546             |                    |                              |                     |
| Park and Recreation                  | 791,305             |                    |                              |                     |
| Brand Sr. Citizen Center             | 163,870             |                    |                              |                     |
| Landscape and Beautification         | 137,307             |                    |                              |                     |
| Park and Recreation Activities       | 154,500             |                    |                              |                     |
| Parks and Cemetery Maintenance       | 998,675             |                    |                              |                     |
| Moore Recreation Center              | 1,195,619           |                    |                              |                     |
| Aquatic Park                         | 357,618             |                    |                              |                     |
| Library                              | 65,680              |                    |                              |                     |
| Moore/Smith Cemetery                 | 75,000              |                    |                              |                     |
| Special Revenue - Cemetery           |                     |                    |                              | 40,000              |
| Special Revenue                      |                     |                    |                              | 3,461,232           |
| G.O. Debt Service                    |                     | \$4,633,284        |                              |                     |
| Dedicated Sales Tax                  |                     |                    |                              | 10,076,928          |
| Parks Sales Tax                      |                     |                    |                              | 5,317,250           |
| Park GO Bonds                        |                     |                    |                              | 11,010,000          |
| CDBG DR                              |                     |                    |                              | 8,896,100           |
| <b>Total</b>                         | <b>\$41,169,733</b> | <b>\$4,633,284</b> | <b>\$24,560,884</b>          | <b>\$46,013,388</b> |

**Total Budget: \$116,377,289**

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

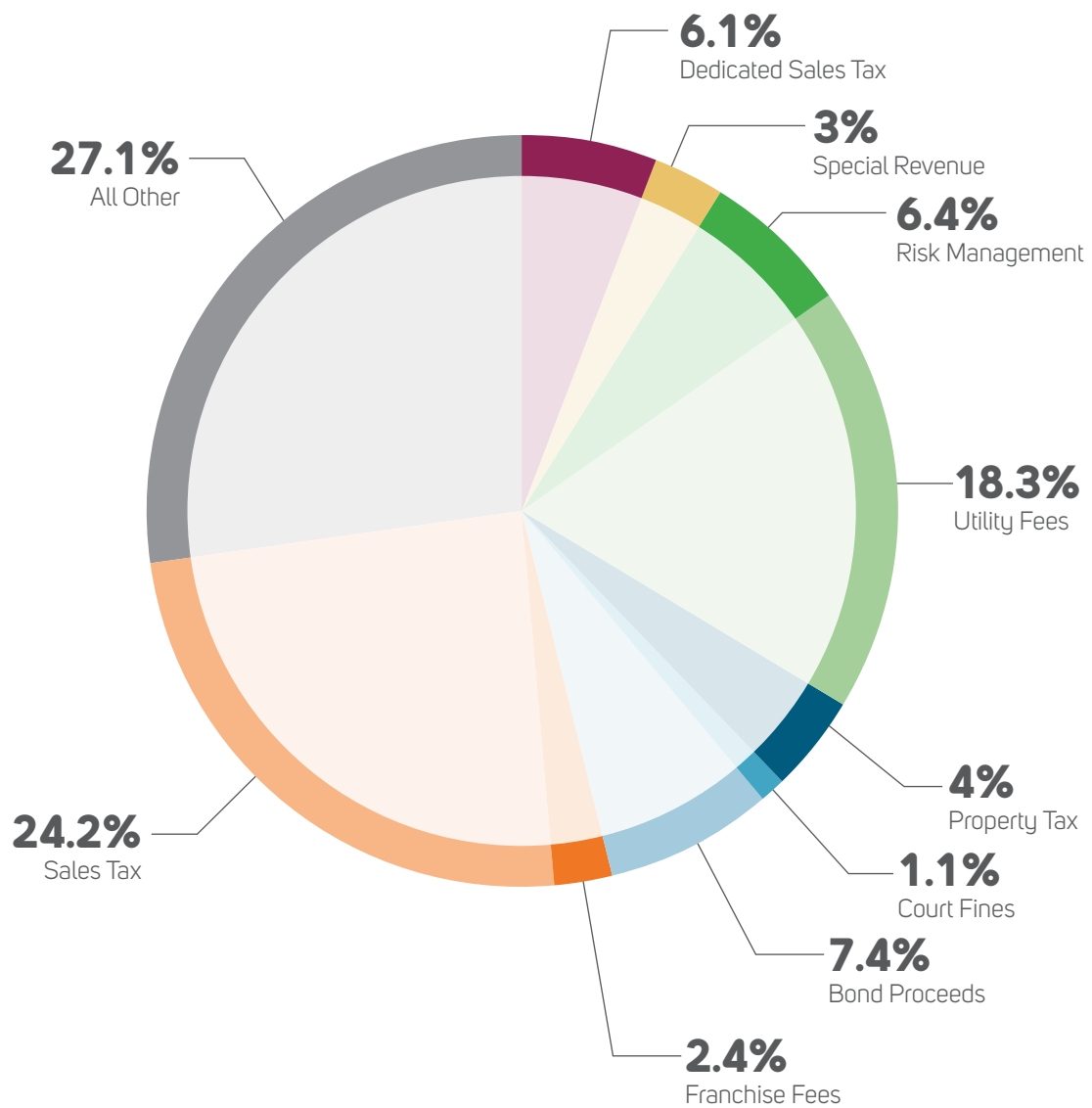
| REVENUE SOURCE<br>Moore Risk Management | 2013-2014<br>Actual | 2014-2015<br>Budget | 2014-2015<br>Revised Estimate | 2015-2016<br>Budget |
|-----------------------------------------|---------------------|---------------------|-------------------------------|---------------------|
| <b>CHARGES FOR SERVICES:</b>            |                     |                     |                               |                     |
| Health Insurance Premiums               | \$3,637,016         | \$3,952,000         | \$3,952,000                   | \$4,000,000         |
| AD & D Premiums                         | 208,189             | 200,000             | 200,000                       | 210,000             |
| Cobra/Retiree Health Premiums           | 242,590             | 260,000             | 260,000                       | 250,000             |
| <b>TOTAL CHARGES FOR SERVICES</b>       | <b>4,087,795</b>    | <b>4,412,000</b>    | <b>4,412,000</b>              | <b>4,460,000</b>    |
| <b>MISCELLANEOUS REVENUE:</b>           |                     |                     |                               |                     |
| Interest Income                         | 4,542               | 2,000               | 2,000                         | 2,000               |
| Transfer In                             | 1,801,991           | 1,750,000           | 2,726,854                     | 2,902,697           |
| Other                                   | 241,709             | 1,074,887           | 98,033                        | 100,000             |
| <b>TOTAL MISCELLANEOUS REVENUE</b>      | <b>2,048,242</b>    | <b>2,826,887</b>    | <b>2,826,887</b>              | <b>3,004,697</b>    |
| <b>RISK MANAGEMENT TOTAL REVENUES</b>   | <b>6,136,037</b>    | <b>7,238,887</b>    | <b>7,238,887</b>              | <b>7,464,697</b>    |
| Less: Expenses                          | 6,289,116           | 7,238,887           | 7,238,887                     | 7,464,697           |
| Beginning Unrestricted Fund Balance     | 0                   | 0                   | 0                             | 0                   |
| <b>UNRESTRICTED FUND BALANCE</b>        | <b>-\$153,079</b>   | <b>\$0</b>          | <b>\$0</b>                    | <b>\$0</b>          |
| <b>UTILITY OPERATIONS BUDGET</b>        |                     |                     |                               |                     |
| <b>CHARGES FOR SERVICES:</b>            |                     |                     |                               |                     |
| Water Receipts                          | \$6,410,129         | \$9,249,000         | \$9,249,000                   | \$9,071,137         |
| Water Installations                     | 102,606             | 70,000              | 70,000                        | 70,000              |
| Penalty/Reconnect Fees                  | 169,124             | 190,000             | 190,000                       | 190,000             |
| Temporary/Bulk Water                    | 7,445               | 10,000              | 10,000                        | 10,000              |
| New Service Connection Fee              | 109,841             | 100,000             | 100,000                       | 100,000             |
| Sewer Receipts                          | 3,569,562           | 3,700,000           | 3,700,000                     | 3,700,900           |
| Sewer Surcharge/Impact Fee              | 3,790,722           | 3,685,000           | 3,685,000                     | 3,645,000           |
| Sewer Installations                     | 14,506              | 12,500              | 12,000                        | 10,000              |
| Refuse Collection Receipts              | 3,702,915           | 3,793,000           | 3,790,000                     | 4,382,400           |
| Landfill Collection Fee                 | 59,889              | 60,000              | 60,000                        | 60,000              |
| <b>TOTAL CHARGES FOR SERVICES</b>       | <b>17,936,739</b>   | <b>20,869,500</b>   | <b>20,866,000</b>             | <b>21,239,437</b>   |
| <b>MISCELLANEOUS REVENUE:</b>           |                     |                     |                               |                     |
| Interest Income                         | 14,915              | 15,000              | 15,000                        | 14,000              |
| Other                                   | 5,478,729           | 1,259,650           | 1,263,150                     | 92,750              |
| <b>TOTAL MISCELLANEOUS REVENUE</b>      | <b>5,493,644</b>    | <b>1,274,650</b>    | <b>1,278,150</b>              | <b>106,750</b>      |
| <b>MPWA FUND TOTAL REVENUES</b>         | <b>23,430,383</b>   | <b>22,144,150</b>   | <b>22,144,150</b>             | <b>21,346,187</b>   |
| Beginning Unrestricted Fund Balance     | 0                   | -1,781,010          | -1,781,010                    | 0                   |
| Sales Tax Transfer from General Fund    | 24,315,106          | 24,550,000          | 24,550,000                    | 27,390,000          |
| <b>SUB-TOTAL</b>                        | <b>47,745,489</b>   | <b>44,913,140</b>   | <b>44,913,140</b>             | <b>48,736,187</b>   |
| Sales Tax Transfer to General Fund      | -24,315,106         | -24,550,000         | -24,550,000                   | -27,390,000         |
| Transfer to General Fund/Other Fund     | -2,500,000          | -2,500,000          | -2,500,000                    | -2,500,000          |
| Transfer to Risk Management             | -1,601,666          | -1,750,000          | -1,750,000                    | -1,750,000          |
| Total MPWA Revenues                     | 19,328,717          | 16,113,140          | 16,113,140                    | 17,096,187          |
| Less Expenses/Encumbrances              | 21,109,727          | 17,894,150          | 16,113,140                    | 17,096,187          |
| <b>UNRESTRICTED FUND BALANCE</b>        | <b>-\$1,781,010</b> | <b>-\$1,781,010</b> | <b>\$0</b>                    | <b>\$0</b>          |

# Combined Revenues

## City of Moore & MPWA

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FY 2015/2016

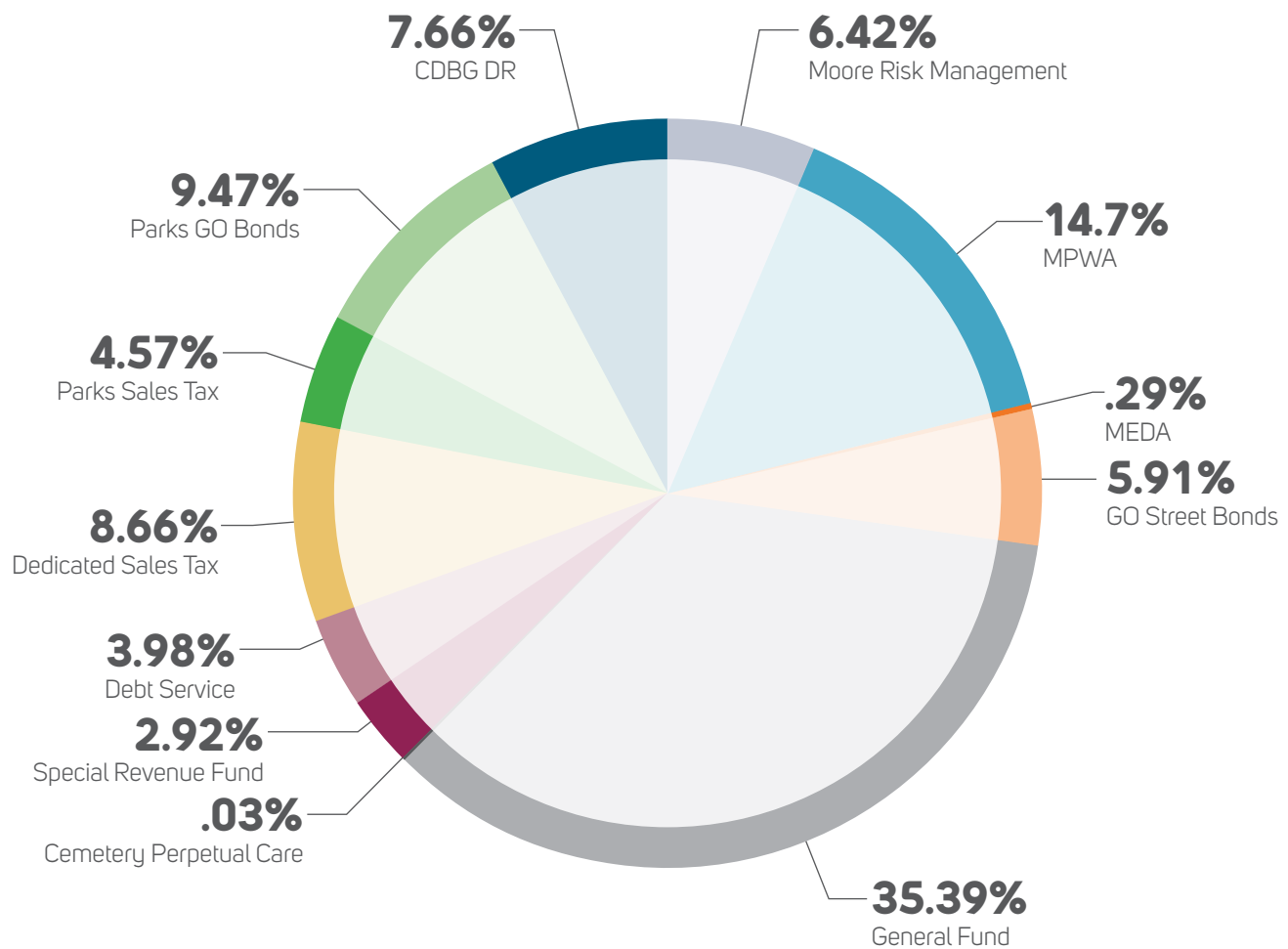


# Fund Totals

## City of Moore

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FY 2015/2016



# Summary of General Fund Expenditures

## City of Moore

| Department                     | Actual<br>FY 13-14  | Estimated<br>FY 14-15 | Proposed<br>FY 15-16 | Difference<br>FY 15-16/14-15 |
|--------------------------------|---------------------|-----------------------|----------------------|------------------------------|
| General Government             | \$3,371,219         | \$3,155,548           | \$4,726,663          | \$1,571,115                  |
| Managerial                     | 623,957             | 634,730               | 771,640              | 136,910                      |
| City Attorney                  | 414,680             | 405,386               | 344,528              | (60,858)                     |
| Central Purchasing             | -699                | 0                     | 0                    | 0                            |
| City Clerk/Finance             | 1,147,888           | 1,180,488             | 1,339,190            | 158,702                      |
| Municipal Court                | 492,341             | 505,265               | 570,628              | 65,363                       |
| Information Services           | 912,572             | 979,640               | 1,323,369            | 343,729                      |
| Police                         | 9,721,688           | 10,545,112            | 10,706,068           | 160,956                      |
| Communications                 | 854,060             | 936,186               | 984,294              | 48,108                       |
| Emergency Management           | 185,493             | 251,537               | 322,494              | 70,957                       |
| Fire                           | 8,289,537           | 8,719,539             | 8,881,539            | 162,000                      |
| Public Works                   | 2,382,718           | 1,807,157             | 1,961,553            | 154,396                      |
| Animal Adoption                | 505,375             | 657,473               | 412,182              | (245,291)                    |
| Fleet Maintenance              | 672,435             | 628,544               | 808,746              | 180,202                      |
| Street Improvements            | 0                   | 1,180,288             | 2,100,000            | 919,712                      |
| Building Maintenance           | 347,327             | 424,541               | 521,903              | 97,362                       |
| Community Develop./Planning    | 459,210             | 435,982               | 469,383              | 33,401                       |
| Inspections                    | 551,094             | 606,943               | 663,433              | 56,490                       |
| Code Enforcement               | 256,898             | 279,352               | 322,546              | 43,194                       |
| Parks & Recreation             | 741,419             | 744,714               | 791,305              | 46,591                       |
| Senior Citizen Services        | 130,560             | 156,490               | 163,870              | 7,380                        |
| Landscape and Beautification   | 86,366              | 126,404               | 137,307              | 10,903                       |
| Park & Recreation Activities   | 95,915              | 162,203               | 154,500              | (7,703)                      |
| Parks and Cemetery Maintenance | 632,476             | 768,438               | 998,675              | 230,237                      |
| Recreation Center              | 0                   | 335,328               | 1,195,619            | 860,291                      |
| Aquatic Park                   | 0                   | 123,289               | 357,618              | 234,329                      |
| Library                        | 61,068              | 60,800                | 65,680               | 4,880                        |
| Moore/Smith Cemetery           | 225                 | 75,000                | 75,000               | 0                            |
| <b>Total</b>                   | <b>\$32,935,822</b> | <b>\$35,886,377</b>   | <b>\$41,169,733</b>  | <b>\$5,283,356</b>           |

# Allocation of City/MEDA/MPWA Personnel

## Full Time Equivalent (FTE)

| Department                             | FY 12-13      | FY 13-14      | FY 14-15      | FY 15-16      |
|----------------------------------------|---------------|---------------|---------------|---------------|
| Economic Development Authority (07)    | 3.00          | 3.00          | 3.00          | 3.00          |
| <b>Total MEDA</b>                      | <b>3.00</b>   | <b>3.00</b>   | <b>3.00</b>   | <b>3.00</b>   |
| General Government (11)                | 1.00          | 1.00          | 1.00          | 1.00          |
| Managerial (12)                        | 4.50          | 4.50          | 4.50          | 5.50          |
| City Attorney (13)                     | 3.00          | 3.00          | 3.00          | 2.00          |
| Finance (16)                           | 15.25         | 15.25         | 16.25         | 16.50         |
| Municipal Court (18)                   | 7.00          | 7.00          | 7.00          | 7.00          |
| Information Services (19)              | 2.00          | 3.00          | 4.00          | 4.00          |
| Police (31)                            | 86.00         | 92.00         | 92.00         | 94.00         |
| Communications (32)                    | 12.50         | 12.50         | 12.50         | 12.50         |
| Emergency Management (33)              | 1.00          | 2.00          | 2.00          | 2.00          |
| Fire Department (41)                   | 72.00         | 72.00         | 74.00         | 74.00         |
| Public Works (Streets & Drainage) (52) | 12.50         | 11.50         | 11.50         | 11.50         |
| Animal Adoption Center (53)            | 6.00          | 6.00          | 5.00          | 5.00          |
| Fleet Maintenance (57)                 | 6.00          | 6.00          | 6.00          | 6.00          |
| Building Maintenance (59)              | 6.00          | 7.00          | 7.00          | 7.00          |
| Planning (61)                          | 4.00          | 4.00          | 4.00          | 3.00          |
| Inspections (62)                       | 7.00          | 7.00          | 9.00          | 9.00          |
| Code Enforcement (63)                  | 2.00          | 3.00          | 3.00          | 3.00          |
| Park & Recreation (71)                 | 6.00          | 7.00          | 7.00          | 7.00          |
| Senior Citizen Services (72)           | 2.00          | 2.00          | 2.00          | 2.00          |
| Landscape and Beautification (73)      | 0.00          | 2.00          | 2.00          | 2.00          |
| Park & Recreation Activities (74)      | 8.00          | 8.00          | 8.00          | 8.00          |
| Parks and Cemetery Maintenance (75)    | 9.00          | 6.00          | 6.00          | 6.00          |
| Moore Recreation Center (76)           | 0.00          | 0.00          | 18.50         | 34.00         |
| Aquatic Park (77) <sup>1</sup>         | 0.00          | 0.00          | 36.50         | 81.00         |
| HUD DR Grant (15-11)                   | 0.00          | 0.00          | 0.00          | 4.00          |
| <b>Total City</b>                      | <b>272.75</b> | <b>281.75</b> | <b>341.75</b> | <b>407.00</b> |
| Risk Management/Human Resources (17)   | 4.00          | 4.00          | 4.00          | 4.00          |
| Sanitation (55)                        | 14.00         | 14.00         | 15.00         | 15.00         |
| <b>Total MPWA</b>                      | <b>18.00</b>  | <b>18.00</b>  | <b>19.00</b>  | <b>19.00</b>  |
| <b>Grand Total</b>                     | <b>293.75</b> | <b>302.75</b> | <b>363.75</b> | <b>429.00</b> |

<sup>1</sup> Seasonal positions, approximately 14 weeks





# MOORE PUBLIC WORKS AUTHORITY

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Fund 2 | Risk Management

Fund 5 | Public Works Authority

# Budget Summary

## Public Works Authority

| DEPARTMENT         | ACTUAL<br>FY 13-14  | ESTIMATED<br>FY 14-15 | PROPOSED<br>FY 15-16 | DIFFERENCE<br>FY 15-16 / 14-15 |
|--------------------|---------------------|-----------------------|----------------------|--------------------------------|
| Risk Management    | \$6,289,116         | \$7,238,887           | \$7,464,697          | \$225,810                      |
| General Government | 19,729,701          | 15,828,341            | 14,870,400           | -957,941                       |
| Sanitation         | 1,380,027           | 2,065,809             | 2,225,787            | 159,978                        |
| <b>TOTAL</b>       | <b>\$27,398,843</b> | <b>\$25,133,037</b>   | <b>\$24,560,884</b>  | <b>-\$572,153</b>              |

| ACCOUNT                  | ACTUAL<br>FY 12-13  | ACTUAL<br>FY 13-14  | ESTIMATED<br>FY 14-15 | PROPOSED<br>FY 15-16 |
|--------------------------|---------------------|---------------------|-----------------------|----------------------|
| Personal Services        | \$1,258,642         | \$1,358,677         | \$1,419,549           | \$1,529,322          |
| Materials & Supplies     | 128,323             | 130,115             | 142,706               | 131,729              |
| Other Services & Charges | 15,931,466          | 16,306,484          | 18,846,047            | 18,003,333           |
| Debt Service             | 1,199,411           | 3,806,249           | 3,761,735             | 3,562,000            |
| Capital Outlay           | 8,849,457           | 5,797,318           | 963,000               | 1,334,500            |
| <b>TOTAL</b>             | <b>\$27,367,299</b> | <b>\$27,398,843</b> | <b>\$25,133,037</b>   | <b>\$24,560,884</b>  |

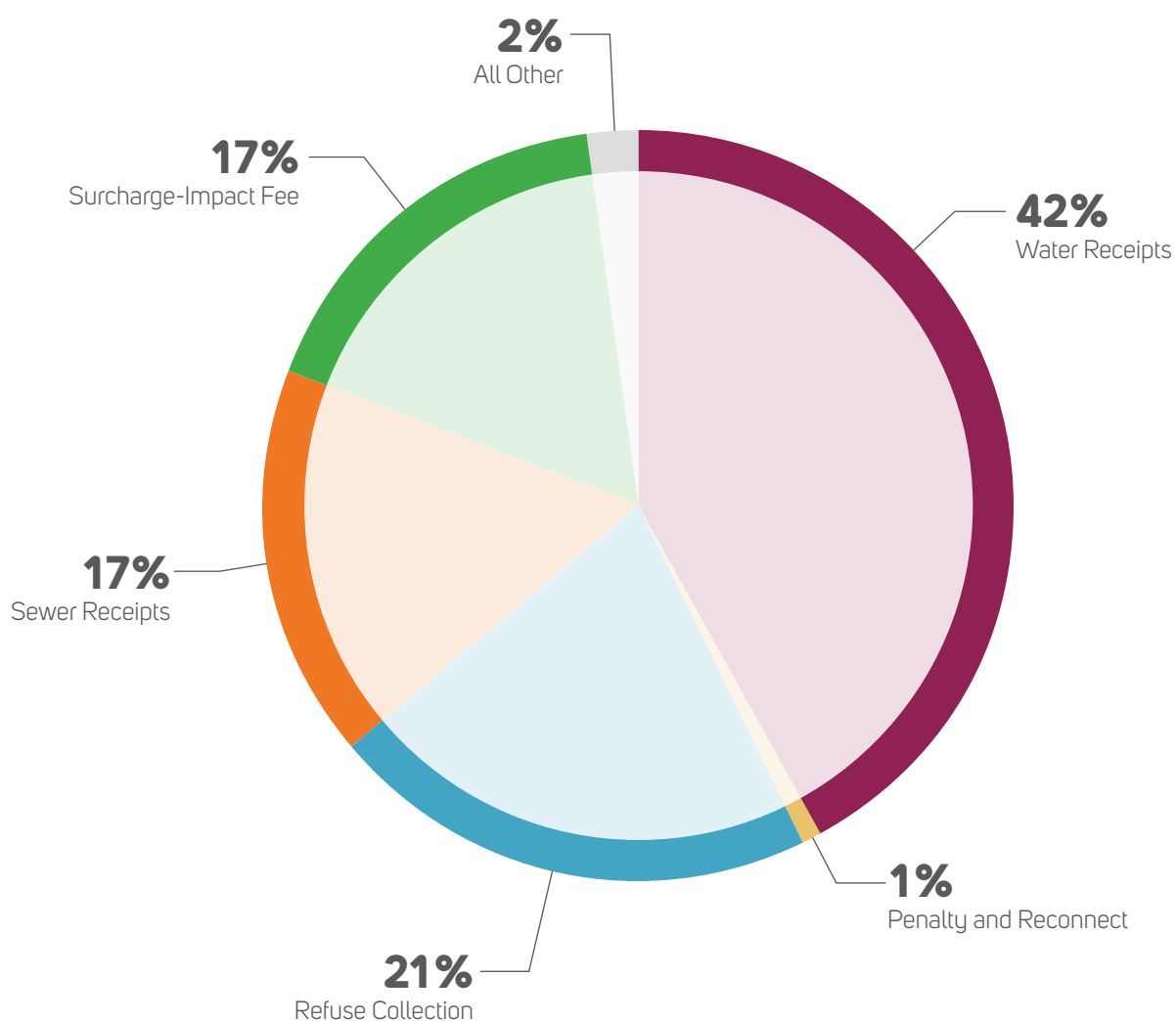
This table includes Moore Risk Management, Sanitation, and General Government Operations.

# Chart of Revenue

## Public Works Authority

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FY 2015/2016

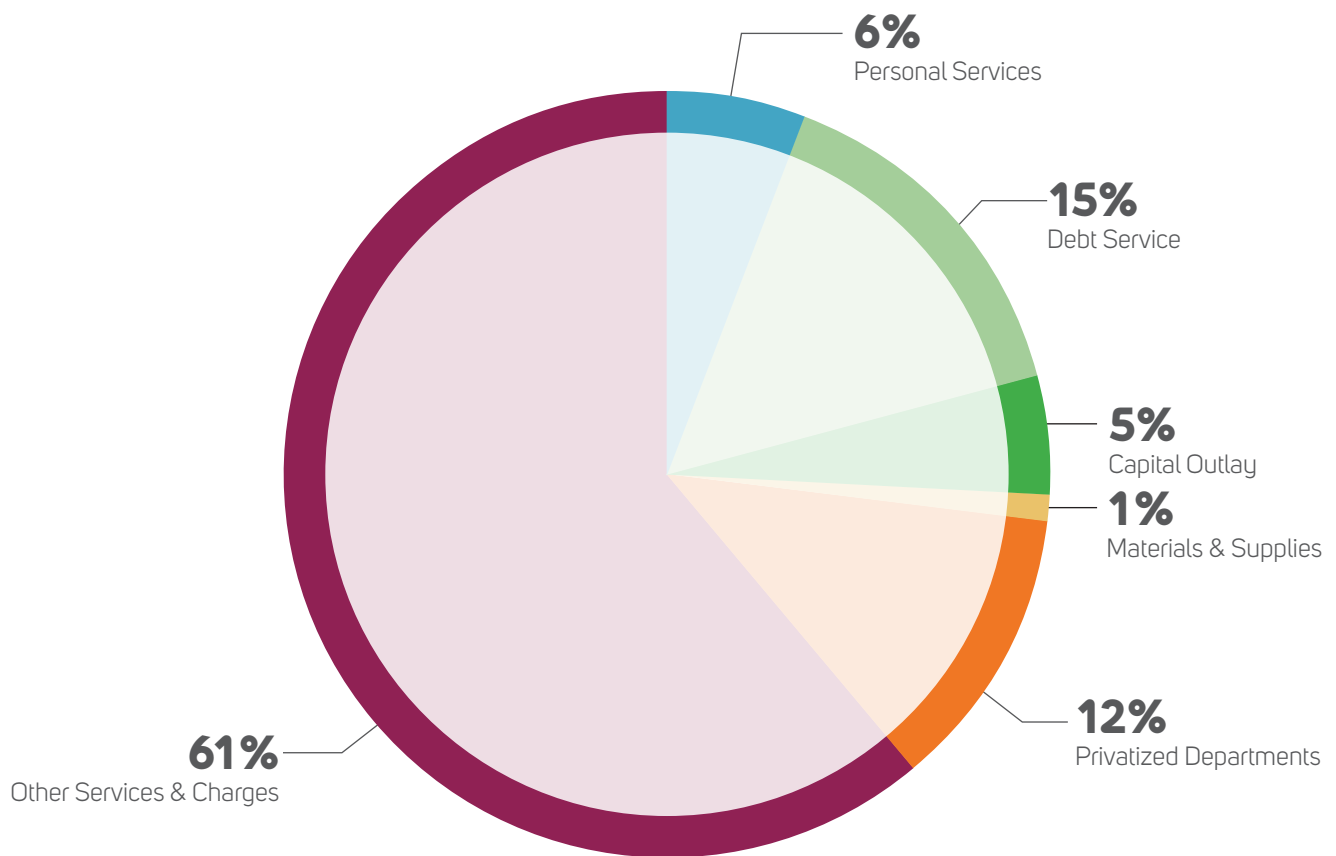


# Utility Expense Categories Allocation

## Public Works Authority

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FY 2015/2016





# RISK MANAGEMENT & HUMAN RESOURCES

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Fund 02 | Department 17

# Risk Management & Human Resources

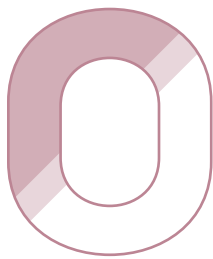
Fund 02 | Department 17

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## 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. Continue Professional Development Training.

# Risk Management & Human Resources

Fund 02 | Department 17

## PERFORMANCE MEASUREMENTS

|                       | Actual<br>CY 2013 | Estimated<br>CY 2014 | Projected<br>CY 2015 |
|-----------------------|-------------------|----------------------|----------------------|
| <i>Task</i>           |                   |                      |                      |
| New hire orientations | 29                | 34                   | 65                   |
| Workplace injuries    | 31                | 25                   | 30                   |

## BUDGET SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>          |                    |                       |                       |
| Personal Services        | \$392,914          | \$397,349             | \$424,642             |
| Materials & Supplies     | 2,079              | 2,506                 | 2,806                 |
| Other Services & Charges | 5,894,123          | 6,839,032             | 7,037,249             |
| Capital Outlay           | 0                  | 0                     | 0                     |
| <b>Total</b>             | <b>\$6,289,116</b> | <b>\$7,238,887</b>    | <b>\$7,464,697</b>    |

## PERSONNEL SUMMARY

|                                              | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|----------------------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i>                |                        |                                      |                                       |                         |
| Human Resources/<br>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                    |
| <b>Total</b>                                 | <b>4.00</b>            | <b>4.00</b>                          | <b>4.00</b>                           | <b>4.00</b>             |



# GENERAL GOVERNMENT

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Fund 05 | Department 11

# General Government

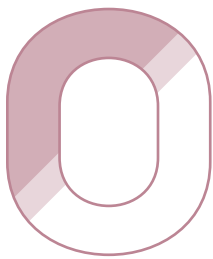
Fund 05 | Department 11

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## 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 11

## BUDGET SUMMARY

|                          | Actual<br>FY 13-14  | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|---------------------|-----------------------|-----------------------|
| <i>Category</i>          |                     |                       |                       |
| Personal Services        | \$276               | \$275                 | \$277                 |
| Materials & Supplies     | 125,775             | 136,000               | 124,723               |
| Other Services & Charges | 10,058,381          | 11,954,630            | 10,693,900            |
| Capital Outlay           | 5,739,019           | 260,500               | 489,500               |
| Debt Service             | 3,806,250           | 3,761,735             | 3,562,000             |
| <b>Total</b>             | <b>\$19,729,701</b> | <b>\$16,113,140</b>   | <b>\$14,870,400</b>   |

## PERSONNEL SUMMARY

|                               | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|-------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i> |                        |                                      |                                       |                         |
| No Budgeted Personnel         |                        |                                      |                                       |                         |
| <b>Total</b>                  | <b>0.00</b>            | <b>0.00</b>                          | <b>0.00</b>                           | <b>0.00</b>             |



# SANITATION

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Fund 05 | Department 55

# Sanitation

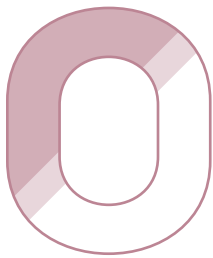
Fund 05 | Department 55

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## 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.

# Sanitation

Fund 05 | Department 55

## PERFORMANCE MEASUREMENTS

|                   | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|-------------------|--------------------|-----------------------|-----------------------|
| <i>Task</i>       |                    |                       |                       |
| Poly Carts in use | 27,200             | 29,000                | 31,000                |

## BUDGET SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>          |                    |                       |                       |
| Personal Services        | \$965,486          | \$1,021,925           | \$1,104,403           |
| Materials & Supplies     | 2,261              | 4,200                 | 4,200                 |
| Other Services & Charges | 353,980            | 337,184               | 272,184               |
| Capital Outlay           | 58,299             | 702,500               | 845,000               |
| <b>Total</b>             | <b>\$1,380,026</b> | <b>\$2,065,809</b>    | <b>\$2,225,787</b>    |

## PERSONNEL SUMMARY

|                               | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|-------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i> |                        |                                      |                                       |                         |
| Sanitation Supervisor         | 1.00                   | 1.00                                 | 1.00                                  | 1.00                    |
| Terminator Operator           | 3.00                   | 3.00                                 | 3.00                                  | 3.00                    |
| Sanitation Equipment Operator | 10.00                  | 11.00                                | 11.00                                 | 11.00                   |
| <b>Total</b>                  | <b>14.00</b>           | <b>15.00</b>                         | <b>15.00</b>                          | <b>15.00</b>            |



# MOORE ECONOMIC DEVELOPMENT AUTHORITY

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Fund 3 | Moore Economic Development Authority



# MOORE ECONOMIC DEVELOPMENT AUTHORITY

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Fund 03 | Department 7

# Moore Economic Development Authority

Fund 03 | Department 7

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## 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;
3. Coordinate and execute public relations campaigns designed to educate, inform and engage the public in all things related to the City.



## OBJECTIVES

1. Design, produce and disseminate publications for all city departments that accurately and professionally communicate information;
2. Maintain a user -friendly, relevant and dynamic website;
3. Produce local news and information stories and inform the citizens through effective use of channel 20, online communications and social media;
4. 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 7

### BUDGET SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>          |                    |                       |                       |
| Personal Services        | \$271,097          | \$280,588             | \$293,755             |
| Materials & Supplies     | 1,053              | 3,685                 | 3,685                 |
| Other Services & Charges | 57,269             | 39,438                | 39,438                |
| Capital Outlay           | 0                  | 0                     | 0                     |
| <b>Total</b>             | <b>\$329,419</b>   | <b>\$323,711</b>      | <b>\$336,878</b>      |

### PERSONNEL SUMMARY

|                                  | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|----------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i>    |                        |                                      |                                       |                         |
| Economic Development<br>Director | 1.00                   | 1.00                                 | 1.00                                  | 1.00                    |
| Administrative Assistant         | 1.00                   | 1.00                                 | 1.00                                  | 1.00                    |
| Marketing Specialist             | 1.00                   | 1.00                                 | 1.00                                  | 1.00                    |
| <b>Total</b>                     | <b>3.00</b>            | <b>3.00</b>                          | <b>3.00</b>                           | <b>3.00</b>             |

# CITY OF MOORE

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- Fund 4 | GO Street Bonds
- Fund 6 | General Fund
- Fund 7 | Cemetery Perpetual Care
- Fund 8 | Special Revenue Fund
- Fund 9 | Debt Service
- Fund 12 | Dedicated Sales Tax
- Fund 13 | Parks Sales Tax
- Fund 14 | Parks GO Bonds
- Fund 15 | CDBG DR

# Resolution No. 824 (15)

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## RESOLUTION NO. 824 (15)

**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 2015-2016 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 2015-2016; ESTABLISHING AND APPROVING THE SINKING FUND LEVIES SET FORTH IN SAID BUDGET FOR FISCAL YEAR 2015-2016; 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 1, 2015, 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 2015-2016 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 2015-2016 (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 2015-2016 is attached hereto and made a part hereof and marked Exhibit "B"; and,

**WHEREAS**, the final budget for Fiscal Year 2015-2016 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 2015-2016, all of which are supported by full and sufficient financial information; and,

**WHEREAS**, the adoption of said budget for Fiscal Year 2015-2016, 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 2015-2016, 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 2015-2016, 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 2015-2016 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 2015-2016 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 1st day of June, 2015.



ATTEST: (Seal)

  
JIM CORBETT, CITY CLERK

  
GLENN LEWIS, MAYOR

APPROVED AS TO FORM & LEGALITY:

  
RANDY C. BRINK, CITY ATTORNEY

# Exhibit "B" Schedule of Revenues

## City of Moore

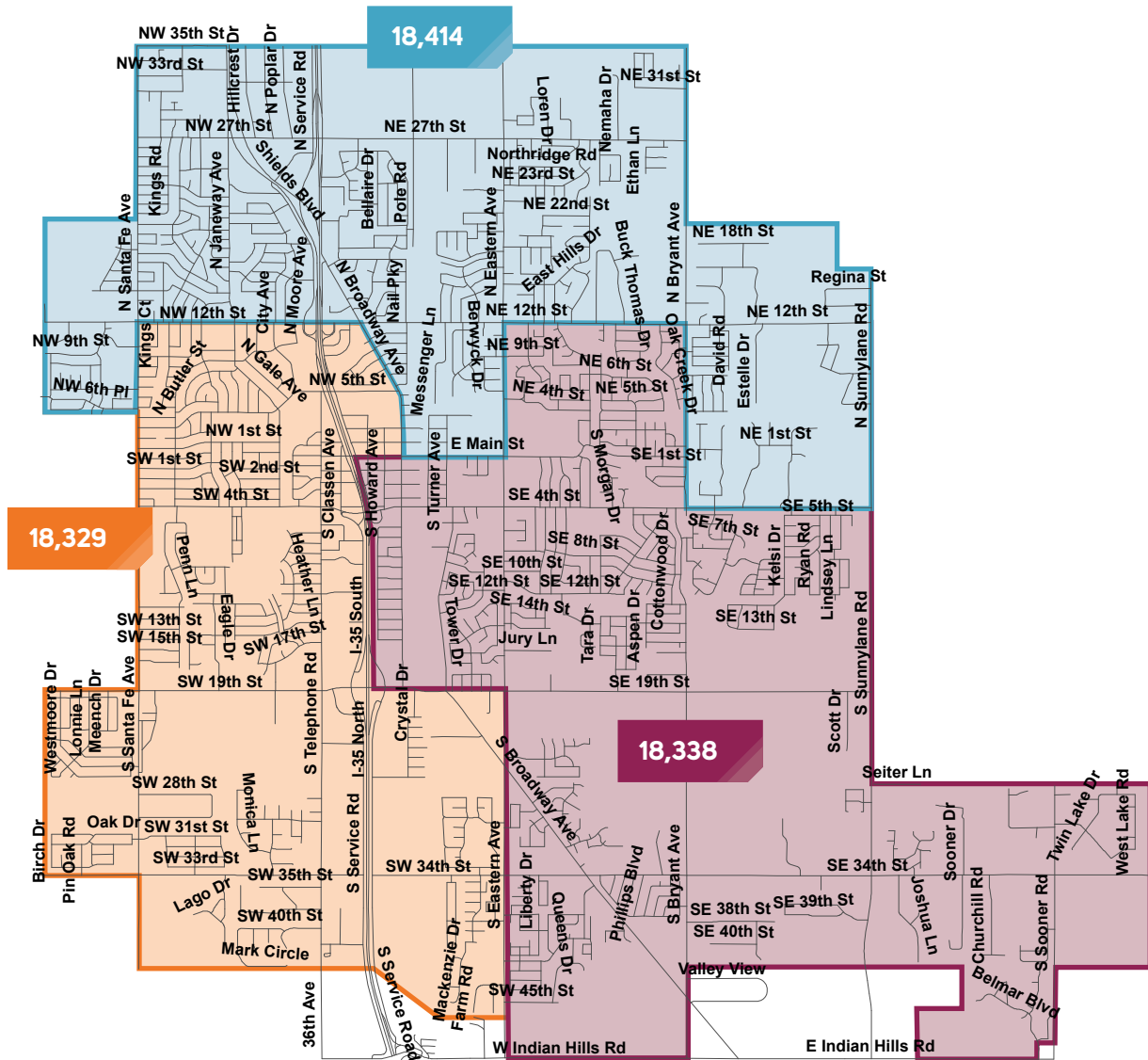
| REVENUE SOURCE                         | 2013-2014<br>Actual | 2014-2015<br>Budget | 2014-2015<br>Revised Estimate | 2015-2016<br>Budget |
|----------------------------------------|---------------------|---------------------|-------------------------------|---------------------|
| <b>TAXES:</b>                          |                     |                     |                               |                     |
| Sales Tax                              | \$23,496,952        | \$24,550,000        | \$24,550,000                  | \$27,390,000        |
| Sales Tax-Rebates                      | 818,154             | 825,000             | 825,000                       | 825,000             |
| Franchise (Cable)                      | 606,689             | 675,000             | 675,000                       | 650,000             |
| Franchise (Electric)                   | 1,529,167           | 1,550,000           | 1,550,000                     | 1,550,000           |
| Franchise (Gas)                        | 292,219             | 275,000             | 275,000                       | 275,000             |
| Franchise (Telephone)                  | 69,944              | 200,000             | 50,000                        | 50,000              |
| AT&T Video Franchise                   | 196,793             | 50,000              | 200,000                       | 240,000             |
| Use Tax                                | 988,447             | 900,000             | 900,000                       | 900,000             |
| Cigarette/Tobacco Tax                  | 358,047             | 360,000             | 360,000                       | 350,000             |
| <b>TOTAL TAXES</b>                     | <b>\$28,356,412</b> | <b>\$29,385,000</b> | <b>\$29,385,000</b>           | <b>\$32,230,000</b> |
| <b>LICENSES AND PERMITS:</b>           |                     |                     |                               |                     |
| Oil Well Permits                       | \$13,954            | \$14,000            | \$14,000                      | \$14,000            |
| Alarm Permits                          | 11,300              | 11,000              | 11,000                        | 11,000              |
| Contractor Licenses                    | 128,680             | 130,000             | 130,000                       | 100,000             |
| Licenses and Permits - Clerk           | 43,049              | 25,000              | 25,000                        | 25,000              |
| Cemetery Staking Fees                  | 17,310              | 14,000              | 14,000                        | 14,000              |
| Building/Occupancy Permits             | 220,085             | 115,000             | 115,000                       | 115,000             |
| Licenses and Permits - Inspections     | 150,446             | 63,000              | 63,000                        | 62,500              |
| <b>TOTAL LICENSES AND PERMITS</b>      | <b>\$584,824</b>    | <b>\$372,000</b>    | <b>\$372,000</b>              | <b>\$341,500</b>    |
| <b>INTERGOVERNMENTAL REVENUE:</b>      |                     |                     |                               |                     |
| Alcoholic Beverage Tax                 | \$147,767           | \$135,000           | \$135,000                     | \$140,000           |
| Gasoline Excise Tax                    | 104,758             | 100,000             | 100,000                       | 100,000             |
| Motor Vehicle Tax                      | 443,929             | 400,000             | 400,000                       | 400,000             |
| School System Cost Sharing             | 295,059             | 300,000             | 300,000                       | 300,000             |
| <b>TOTAL INTERGOVERNMENTAL REVENUE</b> | <b>\$991,513</b>    | <b>\$935,000</b>    | <b>\$935,000</b>              | <b>\$940,000</b>    |
| <b>FINES AND FORFEITURES:</b>          |                     |                     |                               |                     |
| Court Fines                            | \$1,157,543         | \$1,170,000         | \$1,170,000                   | \$1,170,000         |
| Impound Fees and Fines                 | \$4,090             | \$3,500             | \$3,500                       | \$3,500             |
| Restitution                            | \$0                 | \$100               | \$100                         | \$100               |
| Jail Cost Fees                         | 14,314              | 20,000              | 20,000                        | 10,000              |
| Technology Fees                        | 0                   | 0                   | 0                             | 108,000             |
| <b>TOTAL FINES AND FORFEITURES</b>     | <b>\$1,175,947</b>  | <b>\$1,193,600</b>  | <b>\$1,193,600</b>            | <b>\$1,291,600</b>  |



| REVENUE SOURCE                      | 2013-2014<br>Actual | 2014-2015<br>Budget | 2014-2015<br>Revised Estimate | 2015-2016<br>Budget |
|-------------------------------------|---------------------|---------------------|-------------------------------|---------------------|
| <b>MISCELLANEOUS REVENUES:</b>      |                     |                     |                               |                     |
| Community Center Rental             | \$27,001            | \$25,000            | \$25,000                      | \$25,000            |
| Various Class Fees/Rentals          | 37,715              | 29,800              | 29,800                        | 29,800              |
| Basketball/Volleyball League Fees   | 47,968              | 46,000              | 46,000                        | 46,000              |
| Concessions                         | 6,136               | 6,000               | 6,000                         | 6,000               |
| Recreation Class/Activities         | 2,175               | 1,000               | 1,000                         | 1,000               |
| Recreation Center Memberships       | 0                   | 0                   | 0                             | 1,097,122           |
| Swimming Pool Admission             | 0                   | 0                   | 0                             | 10,000              |
| Swimming Pool Concession            | 0                   | 0                   | 0                             | 10,000              |
| Swimming Pool Season Pass           | 0                   | 0                   | 0                             | 170,449             |
| Interest Income                     | 61,260              | 35,000              | 35,000                        | 40,000              |
| Sales Tax Interest                  | 19,453              | 20,000              | 20,000                        | 20,000              |
| Miscellaneous                       | 165,234             | 110,840             | 110,840                       | 89,920              |
| Cemetery Lot Sales                  | 101,511             | 75,000              | 75,000                        | 100,000             |
| Animal Welfare Fees                 | 41,045              | 30,000              | 30,000                        | 30,000              |
| Sales of Material                   | 11,095              | 10,000              | 10,000                        | 10,000              |
| Payment Agency Receipts             | 454                 | 500                 | 500                           | 200                 |
| Reports and Copies                  | 7,188               | 8,000               | 8,000                         | 6,000               |
| Application Fees                    | 11,831              | 9,000               | 9,000                         | 7,000               |
| Inspection Fees - Planning          | 36,178              | 30,000              | 30,000                        | 30,000              |
| Mowing Liens                        | 112,153             | 90,000              | 90,000                        | 120,000             |
| Auction Proceeds                    | 16,967              | 0                   | 0                             | 1,000               |
| Various Class Fees/Rentals          | 0                   | 0                   | 0                             | 252,000             |
| <b>TOTAL MISCELLANEOUS REVENUE</b>  | <b>\$705,364</b>    | <b>\$526,140</b>    | <b>\$526,140</b>              | <b>\$2,101,491</b>  |
| <b>GENERAL FUND REVENUES:</b>       |                     |                     |                               |                     |
|                                     | <b>\$31,814,060</b> | <b>\$32,411,740</b> | <b>\$32,411,740</b>           | <b>\$36,904,591</b> |
| Beginning Unrestricted Fund Balance | 4,756,091           | 4,234,986           | 4,234,986                     | 0                   |
| Sales Tax Transfer from MPWA        | 24,315,106          | 24,550,000          | 24,550,000                    | 27,390,000          |
| Sales Tax Transfer to MPWA          | -24,315,106         | -24,550,000         | -24,550,000                   | -27,390,000         |
| Transfer from MPWA                  | 2,500,000           | 2,500,000           | 2,500,000                     | 2,500,000           |
| Transfer (to) from Other Funds      | -1,899,341          | -313,651            | -313,651                      | -334,858            |
| Total General Fund Revenues         | 37,170,810          | 38,833,075          | 38,833,075                    | 39,069,733          |
| Plus: Reserved Fund Balance         | 0                   | 108,000             | 108,000                       | 2,100,000           |
| Less: Expenditures/Encumbrances     | 32,935,824          | 34,706,089          | 38,941,075                    | 41,169,733          |
| <b>UNRESTRICTED FUND BALANCE</b>    | <b>\$4,234,986</b>  | <b>\$4,234,986</b>  | <b>\$0</b>                    | <b>\$0</b>          |

# City Map

## Populations by Ward

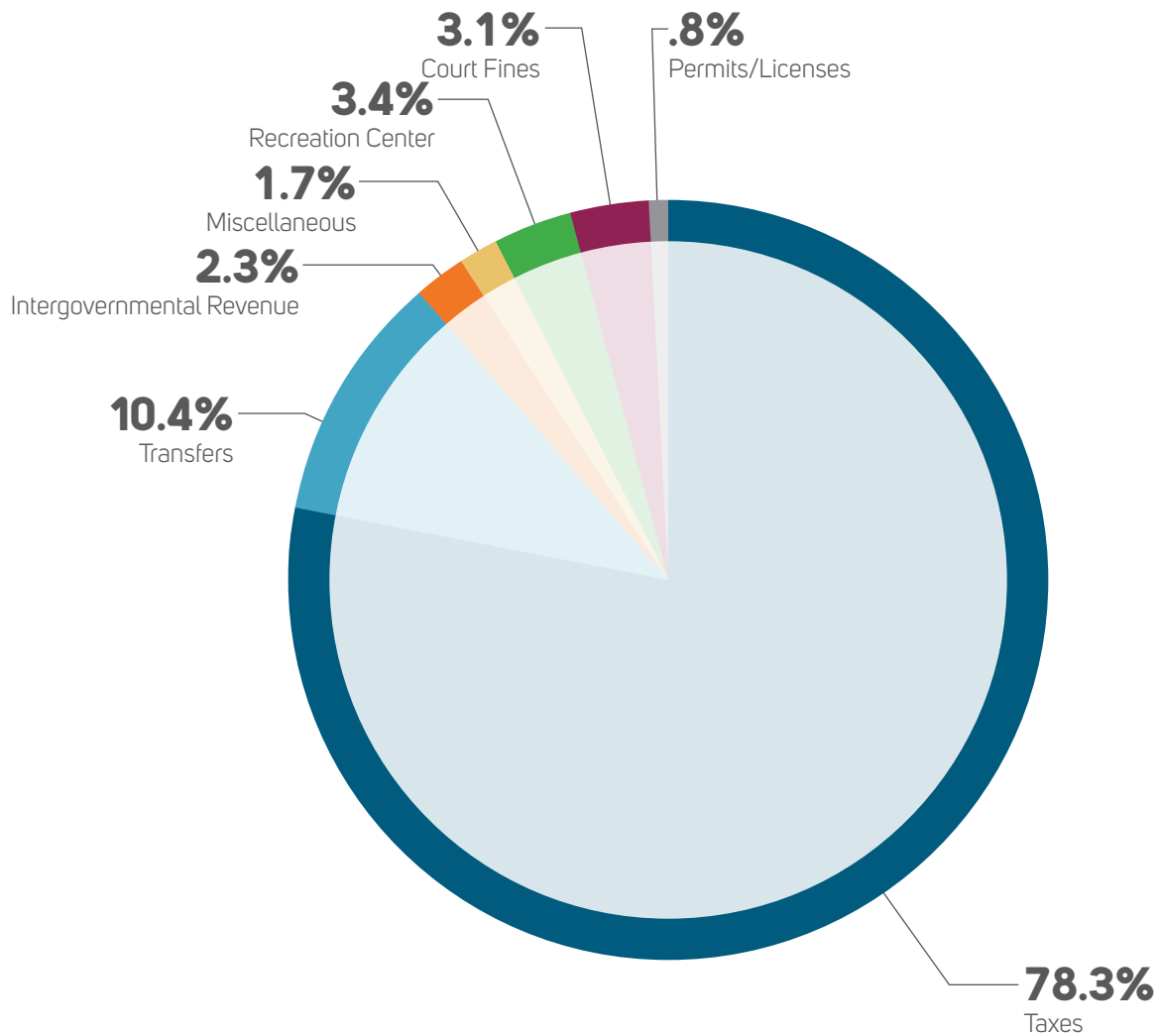


# General Fund Revenues by Category

## City of Moore

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FY 2015/2016

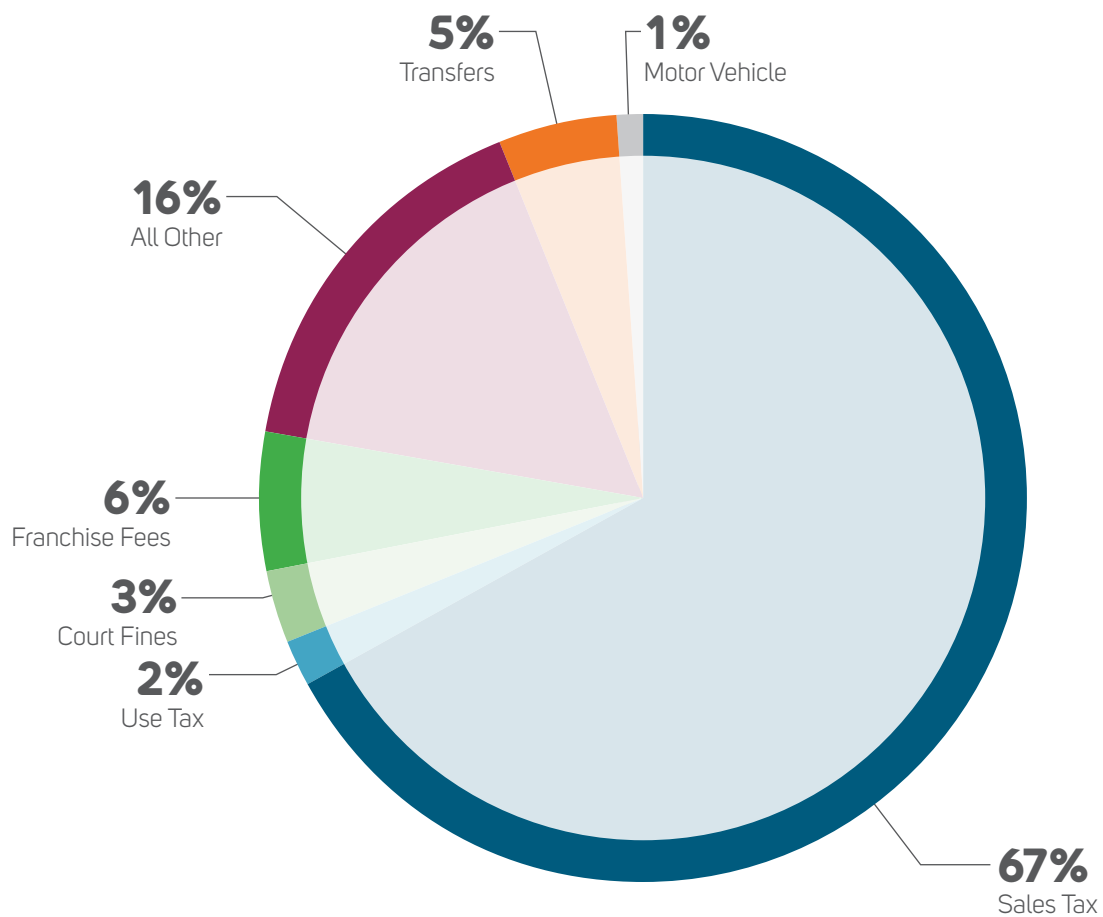


# Sources of Revenue

## City of Moore

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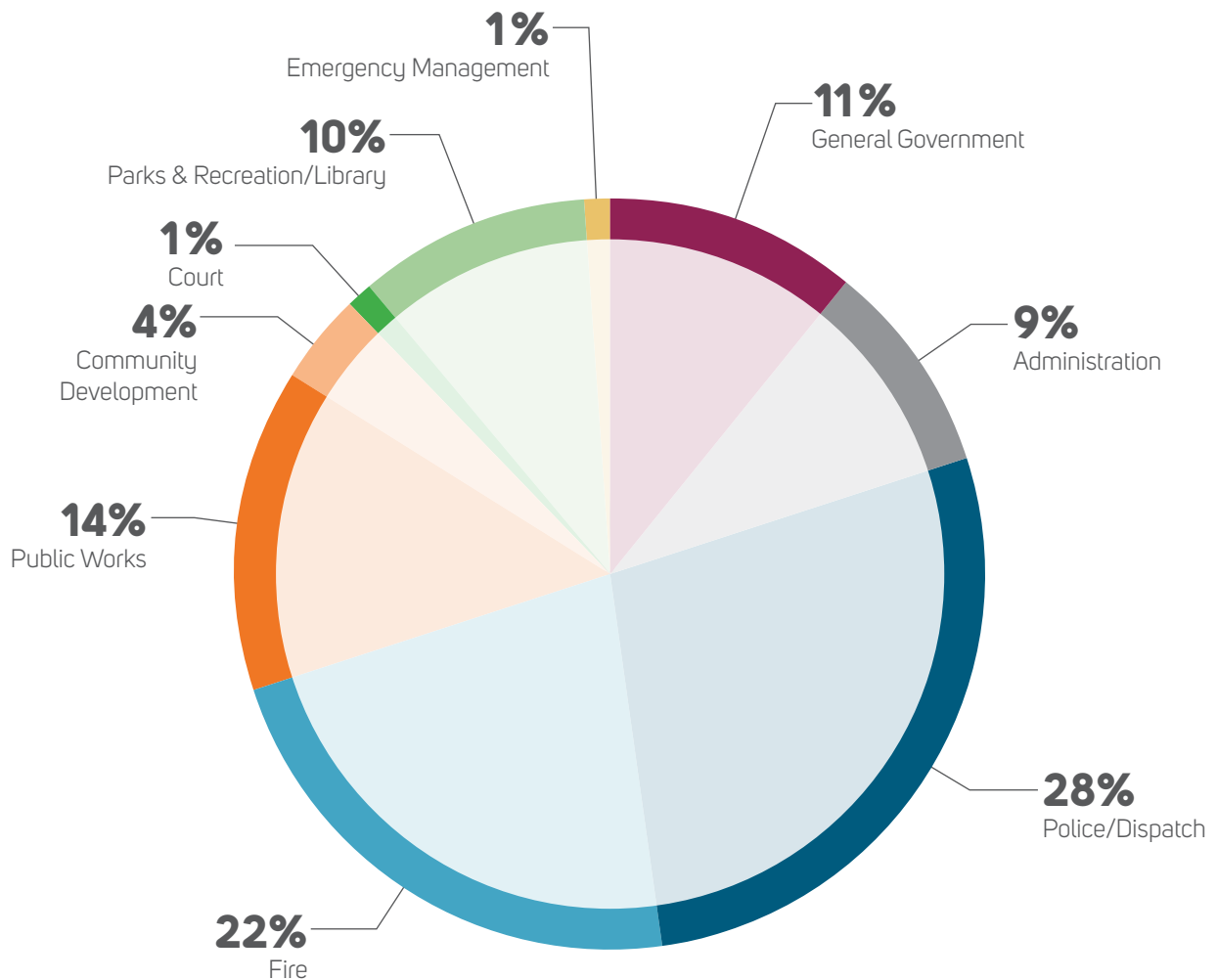
FY 2015/2016



# General Fund Expenditure of Funds by Dept. City of Moore

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FY 2015/2016



# Summary of General Fund Expenditure by Cost Category

## City of Moore

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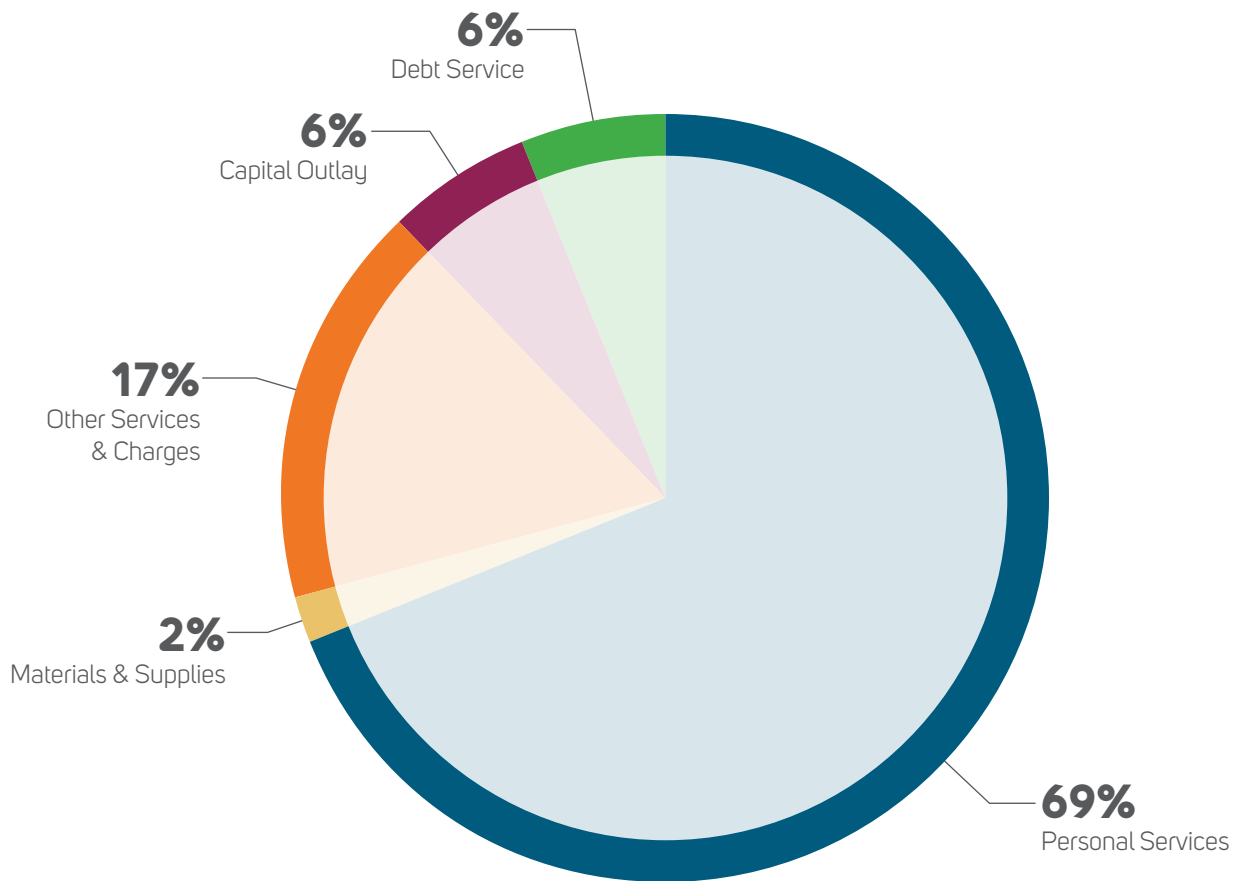
| CATEGORY                 | ACTUAL<br>FY 12-13  | ACTUAL<br>FY 13-14  | ESTIMATED<br>FY 14-15 | PROPOSED<br>FY 15-16 |
|--------------------------|---------------------|---------------------|-----------------------|----------------------|
| Personal Services        | \$22,794,804        | \$24,543,051        | \$26,380,578          | \$28,228,976         |
| Materials & Supplies     | 628,125             | 1,157,146           | 1,202,298             | 988,969              |
| Other Services & Charges | 3,989,145           | 5,261,776           | 6,230,152             | 6,820,527            |
| Capital Outlay           | 676,756             | 776,094             | 3,930,286             | 2,629,500            |
| Debt Service             | 1,294,355           | 1,197,758           | 1,197,761             | 2,501,761            |
| <b>TOTAL</b>             | <b>\$29,383,185</b> | <b>\$32,935,824</b> | <b>\$38,941,075</b>   | <b>\$41,169,733</b>  |

# Allocation of General Fund Expenditures

## City of Moore

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FY 2015/2016





# GO STREET BONDS

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Fund **04** | Departments:

71-34th Street & Telephone Road

80-SW 4th Street & Telephone Road

81-South 19th Street & Broadway

90-34th Street Bridge

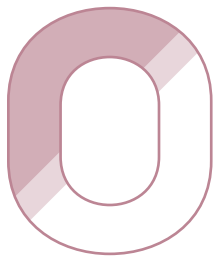
# General Obligation Street Bonds

Fund 04 | Departments 71,80,81, and 90



## GOALS

1. To improve the five major street projects approved by the voters of the general election on November 4, 2008;
2. 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. Accurate accounting of all General Obligation Bond Funds.

The five projects included in the 2008 General Obligation Street Bond issue are:

1. S.W. 19th Street and Telephone Road to W. I-35 Service Road.
2. 12th Street (Eastern to Bryant).
3. 5th Street (Markwell to Telephone Road).
4. 12th Street (Janeway to W. I-35 Service Road).
5. Broadway (5th Street to 18th Street).

Included with all projects is any necessary curb, guttering, signalization, parking, and storm drainage improvements.

Remaining estimated costs for each project are:

|                                                               |                    |
|---------------------------------------------------------------|--------------------|
| 1. SW 19th & Telephone Rd. to W. I-35 Service Rd. - Completed | \$0                |
| 2. 12th (Eastern to Bryant) - Completed                       | \$0                |
| 3. 5th (Markwell to Telephone Rd.) - Completed                | \$0                |
| 4. 12th (Janeway to W. I-35 Service Rd.) - Completed          | \$0                |
| 5. Broadway (N 5th to 18th) - Completed                       | \$0                |
| 6. South 34th Street Telephone Road to Santa Fe *             | \$1,094,181        |
| 7. Telephone Road between S. 4th Street to N. 5th Street *    | \$0                |
| 8. 34th Street bridge over I-35 *                             | \$5,780,819        |
| <b>Total</b>                                                  | <b>\$6,875,000</b> |

\*Additional street improvements proposed as funds are available.

# GENERAL FUND

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## Fund 06 | Departments:

11-General Government  
12-Managerial  
13-Legal  
14-Central Purchasing  
16-Finance  
18-Municipal Court  
19-Information Services  
31-Police  
32-Communications  
33-Emergency Management  
41-Fire  
52-Public Works  
53-Animal Adoption Center  
57-Fleet Maintenance  
58-Street Improvements  
59-Building Maintenance  
61-Community Development  
62-Inspections

63-Code Enforcement  
68-Capital Planning and Resiliency  
71-Parks and Recreation  
72-Senior Citizen Services  
73-Landscape and Beautification  
74-Parks and Recreation Activities  
75-Parks and Cemetery Maintenance  
76-Recreation Center  
77-Aquatic Park  
81-Library  
84-Moore-Smith Cemetery

# Top Ten Taxpayers for 2014 (Ad Valorem)

## City of Moore

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| Enterprise                          | Tax         |
|-------------------------------------|-------------|
| Oklahoma Gas & Electric Company     | \$4,768,503 |
| Inland Diversified Shops at Moore   | 4,245,911   |
| Greens At Moore, LTD                | 3,503,450   |
| Wal-Mart Real Estate Business Trust | 3,048,788   |
| Cameron International Corporation   | 2,937,286   |
| Oklahoma Warren Theatres            | 2,740,853   |
| Oklahoma Natural Gas                | 2,032,707   |
| Horn Equipment                      | 1,826,049   |
| Sunstate Equipment                  | 1,261,687   |
| Grace Pointe 1, LLC                 | 1,172,660   |

Source: Cleveland County Assessor

# General Government

Fund 06 | Department 11

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## PERSONNEL

**Note:** This department includes City Council expenditures, professional and legal fees and utility costs; Personal services cost includes \$3,875 for Mayor'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 11

### BUDGET SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>          |                    |                       |                       |
| Personal Services        | \$4,166            | \$3,875               | \$3,875               |
| Materials & Supplies     | 74,595             | 47,500                | 57,500                |
| Other Services & Charges | 1,825,294          | 1,866,412             | 2,218,527             |
| Capital Outlay           | 269,406            | 40,000                | 0                     |
| Debt Service             | 1,197,758          | 1,197,761             | 2,501,761             |
| <b>Total</b>             | <b>\$3,371,219</b> | <b>\$3,155,548</b>    | <b>\$4,781,663</b>    |

### PERSONNEL SUMMARY

|                               | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|-------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i> |                        |                                      |                                       |                         |
| Mayor                         | 1.00                   | 1.00                                 | 1.00                                  | 1.00                    |
| <b>Total</b>                  | <b>1.00</b>            | <b>1.00</b>                          | <b>1.00</b>                           | <b>1.00</b>             |



# Managerial

Fund 06 | Department 12

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## 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 employee's to the fullest extent.



# Managerial

## Fund 06 | Department 12

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### BUDGET SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>          |                    |                       |                       |
| Personal Services        | \$616,482          | \$628,275             | \$765,185             |
| Materials & Supplies     | 1,906              | 1,500                 | 1,500                 |
| Other Services & Charges | 5,569              | 4,955                 | 4,955                 |
| Capital Outlay           | 0                  | 0                     | 0                     |
| <b>Total</b>             | <b>\$623,957</b>   | <b>\$634,730</b>      | <b>\$771,640</b>      |

### PERSONNEL SUMMARY

|                               | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|-------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i> |                        |                                      |                                       |                         |
| City Manager                  | 1.00                   | 1.00                                 | 1.00                                  | 1.00                    |
| Assistant City Manager        | 1.00                   | 1.00                                 | 1.00                                  | 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                    |
| <b>Total</b>                  | <b>4.50</b>            | <b>4.50</b>                          | <b>4.50</b>                           | <b>5.50</b>             |

# Legal

## Fund 06 | Department 13

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### 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 13

### PERFORMANCE MEASUREMENTS

|                    | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------|--------------------|-----------------------|-----------------------|
| <i>Task</i>        |                    |                       |                       |
| Juvenile Citations | 1,369              | 650                   | 1,400                 |
| Court Citations    | 9490               | 6890                  | 9500                  |
| Warrants Issued    | 2021               | 2875                  | 900                   |
| Trial Docket Cases | 203                | 115                   | 300                   |

### BUDGET SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>          |                    |                       |                       |
| Personal Services        | \$405,767          | \$396,786             | \$335,928             |
| Materials & Supplies     | 70                 | 600                   | 600                   |
| Other Services & Charges | 8,843              | 8,000                 | 8,000                 |
| Capital Outlay           | 0                  | 0                     | 0                     |
| <b>Total</b>             | <b>\$414,680</b>   | <b>\$405,386</b>      | <b>\$344,528</b>      |

### PERSONNEL SUMMARY

|                               | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|-------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i> |                        |                                      |                                       |                         |
| City Attorney                 | 1.00                   | 1.00                                 | 1.00                                  | 1.00                    |
| Assistant City Attorney       | 1.00                   | 1.00                                 | 1.00                                  | 1.00                    |
| Administrative Assistant      | 1.00                   | 1.00                                 | 1.00                                  | 0.00                    |
| <b>Total</b>                  | <b>3.00</b>            | <b>3.00</b>                          | <b>3.00</b>                           | <b>2.00</b>             |

# Central Purchasing

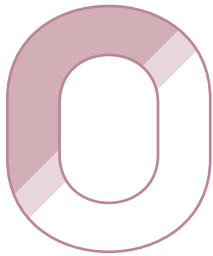
## Fund 06 | Department 14

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### 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 14

### PERFORMANCE MEASUREMENTS

|                                 | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|---------------------------------|--------------------|-----------------------|-----------------------|
| <i>Task</i>                     |                    |                       |                       |
| Inventory Received <sup>1</sup> | \$61,500           | \$54,000              | \$59,000              |
| Inventory Disbursed             | \$60,180           | \$55,000              | \$58,500              |

### BUDGET SUMMARY

|                         | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|-------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>         |                    |                       |                       |
| General Office Supplies | -\$2,411           | \$34,850              | \$34,850              |
| Janitorial Supplies     | 36                 | 21,000                | 21,000                |
| Electrical Supplies     | 83                 | 2,000                 | 2,000                 |
| Printing & Publications | 1,594              | 2,000                 | 2,000                 |
| Transfer/Charge Backs   | 0                  | -59,850               | -59,850               |
| <b>Total</b>            | <b>-\$699</b>      | <b>\$0</b>            | <b>\$0</b>            |

### PERSONNEL SUMMARY

|                                                                                   | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|-----------------------------------------------------------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i>                                                     |                        |                                      |                                       |                         |
| **Finance Department staff operates the Central Supply Office. See Department 16. |                        |                                      |                                       |                         |
| <sup>1</sup> Includes direct charge of supplies to user departments.              |                        |                                      |                                       |                         |
| <b>Total</b>                                                                      | <b>0.00</b>            | <b>0.00</b>                          | <b>0.00</b>                           | <b>0.00</b>             |

# Finance

## Fund 06 | Department 16

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### 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 16

### PERFORMANCE MEASUREMENTS

|                         | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|-------------------------|--------------------|-----------------------|-----------------------|
| <i>Task</i>             |                    |                       |                       |
| Utility Bills Processed | 252,049            | 271,000               | 275,000               |
| Billed Water (Gallons)  | 1.8B               | 2.2B                  | 2.3B                  |

### BUDGET SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>          |                    |                       |                       |
| Personal Services        | \$1,087,417        | \$1,112,388           | \$1,252,340           |
| Materials & Supplies     | 13,160             | 8,500                 | 8,500                 |
| Other Services & Charges | 47,311             | 59,600                | 78,350                |
| Capital Outlay           | 0                  | 0                     | 0                     |
| <b>Total</b>             | <b>\$1,147,888</b> | <b>\$1,180,488</b>    | <b>\$1,339,190</b>    |

### PERSONNEL SUMMARY

|                                            | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|--------------------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i>              |                        |                                      |                                       |                         |
| 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                   | 0.00                                 | 0.00                                  | 1.00                    |
| Accountant II                              | 0.00                   | 1.00                                 | 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                   | 1.50                                 | 1.50                                  | 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)<br>at half time | 1.00                   | 1.00                                 | 1.00                                  | 1.00                    |
| <b>Total</b>                               | <b>15.25</b>           | <b>16.25</b>                         | <b>15.25</b>                          | <b>16.50</b>            |

# Court

## Fund 06 | Department 18

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### GOALS

1. Public service in a courteous, professional manner;
2. Continue the phone notification system for warrants and officer's 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 18

### PERFORMANCE MEASUREMENTS

|                       | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|-----------------------|--------------------|-----------------------|-----------------------|
| <i>Task</i>           |                    |                       |                       |
| Fines Collected       | \$1.4M             | \$1.1M                | \$1.2M                |
| Warrant Officer Calls | 2,289              | 2,436                 | 2,300                 |

### BUDGET SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>          |                    |                       |                       |
| Personal Services        | \$345,757          | \$395,598             | \$460,961             |
| Materials & Supplies     | 10,254             | 5,361                 | 5,361                 |
| Other Services & Charges | 136,330            | 104,306               | 104,306               |
| Capital Outlay           | 0                  | 0                     | 0                     |
| <b>Total</b>             | <b>\$492,341</b>   | <b>\$505,265</b>      | <b>\$570,628</b>      |

### PERSONNEL SUMMARY

|                               | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|-------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i> |                        |                                      |                                       |                         |
| 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                    |
| <b>Total</b>                  | <b>7.00</b>            | <b>7.00</b>                          | <b>7.00</b>                           | <b>7.00</b>             |

# Information Services

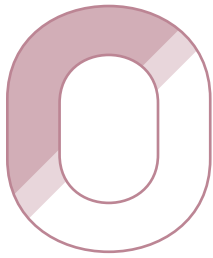
Fund 06 | Department 19

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## 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 19

## PERFORMANCE MEASUREMENTS

|                         | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|-------------------------|--------------------|-----------------------|-----------------------|
| <i>Task</i>             |                    |                       |                       |
| Service Calls           | 6,500              | 7,500                 | 7,500                 |
| New Computers Installed | 150                | 10                    | 60                    |

## BUDGET SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>          |                    |                       |                       |
| Personal Services        | \$223,022          | \$332,115             | \$372,844             |
| Materials & Supplies     | 21,561             | 21,525                | 21,525                |
| Other Services & Charges | 470,463            | 626,000               | 729,000               |
| Capital Outlay           | 197,526            | 0                     | 200,000               |
| <b>Total</b>             | <b>\$912,572</b>   | <b>\$979,640</b>      | <b>\$1,323,369</b>    |

## PERSONNEL SUMMARY

|                               | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|-------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i> |                        |                                      |                                       |                         |
| 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                   | 0.00                   | 0.00                                 | 1.00                                  | 1.00                    |
| <b>Total</b>                  | <b>3.00</b>            | <b>3.00</b>                          | <b>4.00</b>                           | <b>4.00</b>             |

# Police

## Fund 06 | Department 31

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### GOALS

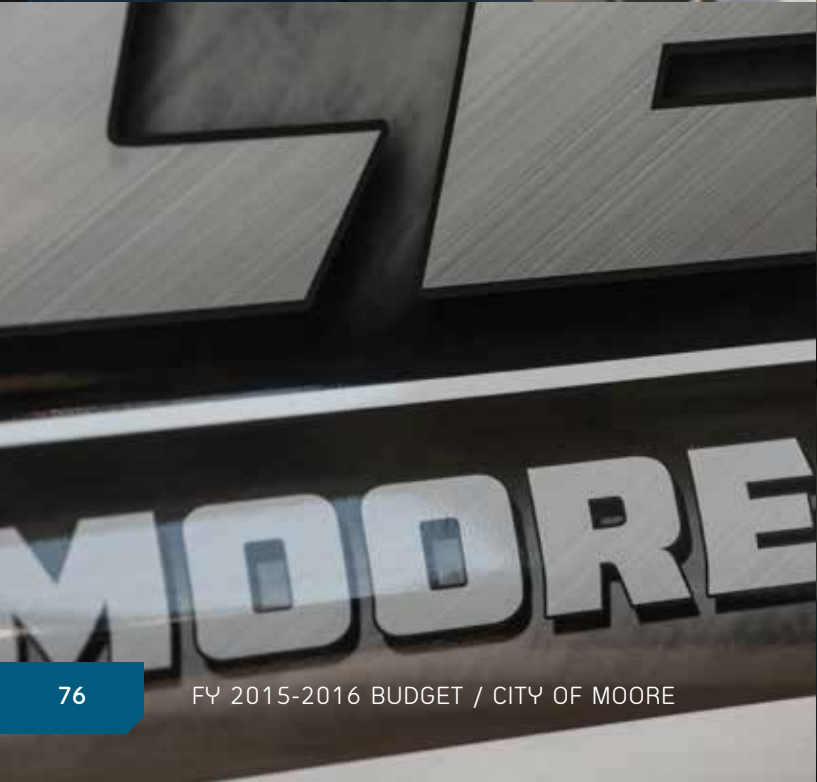
1. To continue to administer, supervise, and direct police resources in a responsible manner, which will ensure professionalism, respect, accountability, integrity and service in the process;
2. To continue to foster a partnership and positive interaction with the business community, citizens of the 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. To develop and implement a three person Community Service unit;
4. Effectively utilize two Federal Grant positions for the Community Service Unit;
5. To provide a more effective service to the city by increasing manpower in the patrol division as well as Special Assignment positions.



### 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;
3. To add three patrol officer positions to increase and improve service in the city as a whole by adding a sixth district to reduce the amount of area in a district that officers have to cover, thereby providing more evenly distributed police service. Six patrol officers would be required to increase our minimum manning to six officers. This can be implemented over a two year period; Three officers were added in the FY 13-14 budget and this would complete the expansion to the sixth district.
4. To add an additional officer position to allow for an assignment with the Joint Terrorism Task Force with the FBI. The officer would have high level clearance and access to any information involving terroristic activities that may affect the City of Moore.





# Police

## Fund 06 | Department 31

### PERFORMANCE MEASUREMENTS

|                   | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|-------------------|--------------------|-----------------------|-----------------------|
| <i>Task</i>       |                    |                       |                       |
| Citations Written | 11,627             | 12,000                | 11,500                |
| Warnings Written  | 13,884             | 14,500                | 13,000                |
| Arrests           | 3,129              | 3,000                 | 2,812                 |

### BUDGET SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>          |                    |                       |                       |
| Personal Services        | \$9,163,888        | \$9,905,032           | \$10,172,573          |
| Materials & Supplies     | 106,896            | 123,650               | 129,375               |
| Other Services & Charges | 424,211            | 516,430               | 404,120               |
| Capital Outlay           | 26,693             | 0                     | 0                     |
| <b>Total</b>             | <b>\$9,721,688</b> | <b>\$10,545,112</b>   | <b>\$10,706,068</b>   |

### PERSONNEL SUMMARY

|                                | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|--------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i>  |                        |                                      |                                       |                         |
| 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                  | 31.00                                | 45.00                                 | 45.00                   |
| Police Officer I & II          | 37.00                  | 37.00                                | 23.00                                 | 23.00                   |
| 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                    |
| <b>Total</b>                   | <b>92.00</b>           | <b>92.00</b>                         | <b>94.00</b>                          | <b>94.00</b>            |

# Communications

Fund 06 | Department 32

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## 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 32

### PERFORMANCE MEASUREMENTS

|                    | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------|--------------------|-----------------------|-----------------------|
| <i>Task</i>        |                    |                       |                       |
| 911 Calls Received | 74,791             | 75,000                | 80,000                |

### BUDGET SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>          |                    |                       |                       |
| Personal Services        | \$781,263          | \$896,886             | \$889,994             |
| Materials & Supplies     | 1,146              | 4,750                 | 10,750                |
| Other Services & Charges | 52,317             | 34,550                | 28,550                |
| Capital Outlay           | 19,334             | 0                     | 0                     |
| <b>Total</b>             | <b>\$854,060</b>   | <b>\$936,186</b>      | <b>\$929,294</b>      |

### PERSONNEL SUMMARY

|                               | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|-------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i> |                        |                                      |                                       |                         |
| 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                    |
| <b>Total</b>                  | <b>12.50</b>           | <b>12.50</b>                         | <b>12.50</b>                          | <b>12.50</b>            |



# Emergency Management

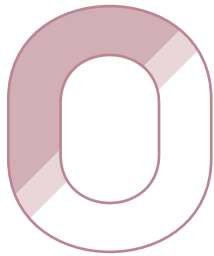
## Fund 06 | Department 33

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### 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, and return the City to a pre-event state of affairs.



# Emergency Management

## Fund 06 | Department 33

|                                                                                                        | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------------------------------------------------------------------------------------|--------------------|-----------------------|-----------------------|
| <b>PERFORMANCE MEASUREMENTS</b>                                                                        |                    |                       |                       |
| <i>Task</i>                                                                                            |                    |                       |                       |
| 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/response/recovery workgroups attendance  | 65                 | 60.00                 | 60.00                 |
| Citizen volunteer staff members                                                                        | 19                 | 20.00                 | 20.00                 |
| Grant funding received                                                                                 | \$25,000           | \$25,000              | \$25,000              |

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <b>BUDGET SUMMARY</b>    |                    |                       |                       |
| <i>Category</i>          |                    |                       |                       |
| Personal Services        | \$125,468          | \$202,737             | \$218,539             |
| Materials & Supplies     | 24,680             | 13,700                | 13,700                |
| Other Services & Charges | 35,345             | 35,100                | 90,255                |
| Capital Outlay           | 0                  | 0                     | 0                     |
| <b>Total</b>             | <b>\$185,493</b>   | <b>\$251,537</b>      | <b>\$322,494</b>      |

|                               | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|-------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <b>PERSONNEL SUMMARY</b>      |                        |                                      |                                       |                         |
| <i>Departmental Position:</i> |                        |                                      |                                       |                         |
| Emergency Manager             | 1.00                   | 1.00                                 | 1.00                                  | 1.00                    |
| Assistant Emergency Manager   | 1.00                   | 1.00                                 | 1.00                                  | 1.00                    |
| <b>Total</b>                  | <b>2.00</b>            | <b>2.00</b>                          | <b>2.00</b>                           | <b>2.00</b>             |









# Fire

## Fund 06 | Department 41

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### 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. Replace Ladder 4. Ladder 4 is a 2001 American Lafrance. Our apparatus are on a 15-year front line & 5-year reserve plan, this unit will be fifteen years old in 2016, by the time budget is approved and a new apparatus is ordered and placed in service it will be late 2016. This apparatus has 60,000 miles on it and has maintenance issues. The City of Norman purchased an identical apparatus at the time this apparatus was purchased; they took their Lafrance out of service in mid 2013 due to maintenance problems. The American Lafrance company is now out of business, making it very hard if not impossible to find some parts for this apparatus. With the growth of the City and the larger & taller businesses and apartments we will replace this apparatus with a 100 ft. platform, if approved. The Lafrance will not be placed in "reserve" due to maintenance costs and we do not need a reserve ladder, it will be disposed of in a manner determined by city council;
5. Replace all "SCBA" masks. Honeywell bought-out our current SCBA manufacturer. They are replacing all of our SCBA air packs free of charge, (less bottles and masks). We can upgrade our masks at this time and we will be in good shape until 2023, at which time we will need to replace our bottles. This will bring us up to the 2013 NFPA standard;
6. Replacement of Fire Station #2 Station 2 is a 45-year-old building with one small restroom; the firefighter's workout area is in their bedroom. This would include replacing the Training Center as well; which was built in the early 70's.



### 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 over the next few years;
2. Keeping the most current software systems on our iPads which will improve our response capabilities;
3. To continue upgrading fire and medical equipment, as well as other safety gear to comply with current national standards;
4. 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 41

### PERFORMANCE MEASUREMENTS

|                                   | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|-----------------------------------|--------------------|-----------------------|-----------------------|
| <i>Task</i>                       |                    |                       |                       |
| Fire calls for Service            | 4,688              | 5,000                 | 5,000                 |
| <b>FIRE PREVENTION ACTIVITIES</b> |                    |                       |                       |
| Business Inspections              | 1,245              | 1,900                 | 1,500                 |
| Occupancy Inspections             | 131                | 150                   | 100                   |
| Commerical Plan Review            | 75                 | 75                    | 60                    |
| Public Fire Education             | 95                 | 95                    | 90                    |
| Burn Permits Issued               | 3                  | 12                    | 10                    |

### BUDGET SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>          |                    |                       |                       |
| Personal Services        | \$7,954,391        | \$8,364,867           | \$8,564,867           |
| Materials & Supplies     | 76,652             | 94,052                | 94,052                |
| Other Services & Charges | 229,280            | 260,620               | 222,620               |
| Capital Outlay           | 29,214             | 0                     | 0                     |
| <b>Total</b>             | <b>\$8,289,537</b> | <b>\$8,719,539</b>    | <b>\$8,881,539</b>    |

### PERSONNEL SUMMARY

|                                  | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|----------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i>    |                        |                                      |                                       |                         |
| 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 | 0.00                   | 1.00                                 | 1.00                                  | 1.00                    |
| Training Major                   | 3.00                   | 1.00                                 | 1.00                                  | 1.00                    |
| Assistant Fire Chief             | 3.00                   | 3.00                                 | 3.00                                  | 3.00                    |
| Major                            | 9.00                   | 9.00                                 | 12.00                                 | 12.00                   |
| Lieutenant                       | 9.00                   | 9.00                                 | 12.00                                 | 12.00                   |
| Corporal                         | 29.00                  | 29.00                                | 30.00                                 | 30.00                   |
| Firefighter I & II               | 13.00                  | 16.00                                | 9.00                                  | 9.00                    |
| <b>Total</b>                     | <b>72.00</b>           | <b>74.00</b>                         | <b>74.00</b>                          | <b>74.00</b>            |



# Public Works

Fund 06 | Department 52

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## GOALS

1. New building for Public Works;
2. Spray all rights-of-way and drainage channels;
3. Remove all dead trees from rights-of-way;
4. 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 52

### PERFORMANCE MEASUREMENTS

#### Task

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

All drainage areas sprayed for weed control.

80% of all Right of Ways sprayed for weed control.

Joint sealing completed in Seiter Farms.

80% of Joint sealing completed in Apple Valley.

### BUDGET SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <b>Category</b>          |                    |                       |                       |
| Personal Services        | \$678,769          | \$790,797             | \$810,193             |
| Materials & Supplies     | 646,282            | 201,460               | 201,460               |
| Other Services & Charges | 1,018,428          | 814,900               | 874,900               |
| Capital Outlay           | 39,239             | 0                     | 75,000                |
| <b>Total</b>             | <b>\$2,382,718</b> | <b>\$1,807,157</b>    | <b>\$1,961,553</b>    |

### PERSONNEL SUMMARY

|                               | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|-------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <b>Departmental Position:</b> |                        |                                      |                                       |                         |
| 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                    |
| <b>Total</b>                  | <b>11.50</b>           | <b>11.50</b>                         | <b>11.50</b>                          | <b>11.50</b>            |

# Animal Adoption Center

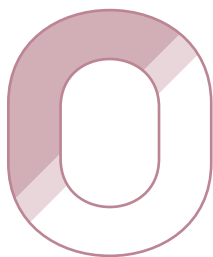
Fund 06 | Department 53

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## 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 53

## PERFORMANCE MEASUREMENTS

|               | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|---------------|--------------------|-----------------------|-----------------------|
| <i>Task</i>   |                    |                       |                       |
| 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                   |

## BUDGET SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>          |                    |                       |                       |
| Personal Services        | \$370,906          | \$337,673             | \$342,382             |
| Materials & Supplies     | 32,338             | 24,000                | 24,000                |
| Other Services & Charges | 82,253             | 45,800                | 45,800                |
| Capital Outlay           | 19,878             | 250,000               | 0                     |
| <b>Total</b>             | <b>\$505,375</b>   | <b>\$657,473</b>      | <b>\$412,182</b>      |

## PERSONNEL SUMMARY

|                                    | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|------------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i>      |                        |                                      |                                       |                         |
| Animal Control Supervisor          | 1.00                   | 1.00                                 | 1.00                                  | 1.00                    |
| Animal Adoption Center Coordinator | 1.00                   | 1.00                                 | 0.00                                  | 0.00                    |
| Animal Control Officer             | 4.00                   | 4.00                                 | 4.00                                  | 4.00                    |
| <b>Total</b>                       | <b>6.00</b>            | <b>6.00</b>                          | <b>5.00</b>                           | <b>5.00</b>             |

# Fleet Maintenance

Fund 06 | Department 57

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## 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 57

### 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<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <b>Category</b>          |                    |                       |                       |
| Personal Services        | \$420,970          | \$431,344             | \$460,446             |
| Materials & Supplies     | 9,221              | 10,700                | 10,700                |
| Other Services & Charges | 238,972            | 137,600               | 312,600               |
| Capital Outlay           | 3,272              | 48,900                | 25,000                |
| <b>Total</b>             | <b>\$672,435</b>   | <b>\$628,544</b>      | <b>\$808,746</b>      |

### PERSONNEL SUMMARY

|                               | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|-------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <b>Departmental Position:</b> |                        |                                      |                                       |                         |
| 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                    |
| <b>Total</b>                  | <b>6.00</b>            | <b>6.00</b>                          | <b>6.00</b>                           | <b>6.00</b>             |

# Street Improvements

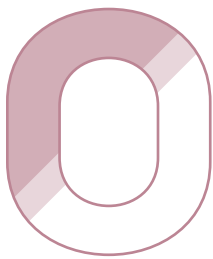
Fund 06 | Department 58

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## 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 19th Street - Telephone Road to Santa Fe Ave;
2. SW 19th Street and Max Morgan intersection and extend the road one block north;
3. South Service Road - SW 19th Street to 34th Street;
4. SW 4th Street and Telephone Road intersection.

# Street Improvements

Fund 06 | Department 58

## BUDGET SUMMARY

|                                               | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|-----------------------------------------------|--------------------|-----------------------|-----------------------|
| <b>Category</b>                               |                    |                       |                       |
| SW 4th & Telephone                            | \$0                | \$0                   | \$750,000             |
| SW 19th & Fritts/Max Morgan Blvd.             | 0                  | 0                     | 100,000               |
| S 19th Street - Telephone - Santa Fe          | 0                  | 0                     | 500,000               |
| W Service Road (SW 19th to<br>SW 34th Street) | 0                  | 0                     | 750,000               |
| S Broadway & 19th Street                      | 0                  | 1,700,000             | 0                     |
| <b>Total</b>                                  | <b>\$0</b>         | <b>\$1,700,000</b>    | <b>\$2,100,000</b>    |

## PERSONNEL SUMMARY

|                                          | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|------------------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <b>Departmental Position:</b>            |                        |                                      |                                       |                         |
| Projects assigned to private contractor. |                        |                                      |                                       |                         |
| <b>Total</b>                             | <b>0.00</b>            | <b>0.00</b>                          | <b>0.00</b>                           | <b>0.00</b>             |



# Building Maintenance

Fund 06 | Department 59

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## GOALS

1. All city facilities are maintained with preventive maintenance rather than repair requests;
2. Move building maintenance into it's 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 59

## PERFORMANCE MEASUREMENTS

### Task

Released contractor and took over the custodial services for the Library, Community Center and the Senior Center.

Hired one part-time and two full-time employees.

During the last two years Building Maintenance's responsibilities have increased because of moves to new facilities by Fire and Police.

Added the new Public Works Facility.

Building Maintenance Personnel plays a major role in the Maintenance of the irrigation systems throughout the city.

## BUDGET SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <b>Category</b>          |                    |                       |                       |
| Personal Services        | \$314,905          | \$339,541             | \$489,403             |
| Materials & Supplies     | 14,109             | 11,000                | 19,500                |
| Other Services & Charges | 14,538             | 74,000                | 13,000                |
| Capital Outlay           | 3,775              | 0                     | 0                     |
| <b>Total</b>             | <b>\$347,327</b>   | <b>\$424,541</b>      | <b>\$521,903</b>      |

## PERSONNEL SUMMARY

|                                     | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|-------------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <b>Departmental Position:</b>       |                        |                                      |                                       |                         |
| Building Maintenance Superintendent | 1.00                   | 1.00                                 | 1.00                                  | 1.00                    |
| Maintenance Worker II               | 1.00                   | 1.00                                 | 2.00                                  | 2.00                    |
| Building Maintenance Electrician    | 1.00                   | 1.00                                 | 0.00                                  | 0.00                    |
| Custodian                           | 4.00                   | 4.00                                 | 4.00                                  | 4.00                    |
| <b>Total</b>                        | <b>7.00</b>            | <b>7.00</b>                          | <b>7.00</b>                           | <b>7.00</b>             |

# Community Development

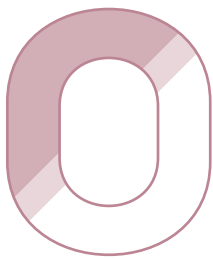
Fund 06 | Department 61

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## 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.

# Community Development

## Fund 06 | Department 61

### PERFORMANCE MEASUREMENTS

|                         | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|-------------------------|--------------------|-----------------------|-----------------------|
| <i>Task</i>             |                    |                       |                       |
| Final Plats             | 7                  | 2                     | 5                     |
| Processed Building Lots | 181                | 330                   | 275                   |
| Multi-Family Units      | 759                | 128                   | 24                    |

### BUDGET SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>          |                    |                       |                       |
| Personal Services        | \$350,607          | \$295,717             | \$324,931             |
| Materials & Supplies     | 5,441              | 2,992                 | 3,574                 |
| Other Services & Charges | 82,856             | 137,273               | 129,378               |
| Capital Outlay           | 20,306             | 0                     | 0                     |
| <b>Total</b>             | <b>\$459,210</b>   | <b>\$435,982</b>      | <b>\$457,883</b>      |

### PERSONNEL SUMMARY

|                                         | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|-----------------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i>           |                        |                                      |                                       |                         |
| Comm. Planning/<br>Development Director | 1.00                   | 1.00                                 | 1.00                                  | 1.00                    |
| Administrative Assistant                | 1.00                   | 1.00                                 | 1.00                                  | 1.00                    |
| Assistant Planner/<br>Current Planning  | 0.00                   | 0.00                                 | 0.00                                  | 1.00                    |
| Associate Planner/<br>Grants Manager    | 1.00                   | 1.00                                 | 1.00                                  | 0.00                    |
| Special Projects Coordinator            | 1.00                   | 0.00                                 | 0.00                                  | 0.00                    |
| CDBG Administrative Assistant           | 0.00                   | 1.00                                 | 0.00                                  | 0.00                    |
| <b>Total</b>                            | <b>4.00</b>            | <b>4.00</b>                          | <b>3.00</b>                           | <b>3.00</b>             |





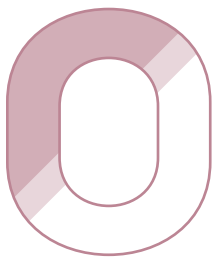
# Inspections

Fund 06 | Department 62



## 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 62

## PERFORMANCE MEASUREMENTS

|                      | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|----------------------|--------------------|-----------------------|-----------------------|
| <i>Task</i>          |                    |                       |                       |
| Building Inspections | 14,500             | 12,000                | 13,000                |

## BUDGET SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>          |                    |                       |                       |
| Personal Services        | \$505,373          | \$582,073             | \$615,170             |
| Materials & Supplies     | 5,330              | 2,500                 | 2,500                 |
| Other Services & Charges | 17,383             | 22,370                | 22,763                |
| Capital Outlay           | 23,008             | 0                     | 23,000                |
| <b>Total</b>             | <b>\$551,094</b>   | <b>\$606,943</b>      | <b>\$663,433</b>      |

## PERSONNEL SUMMARY

|                                          | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|------------------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i>            |                        |                                      |                                       |                         |
| Assistant Community Development Director | 0.00                   | 0.00                                 | 1.00                                  | 1.00                    |
| Building Inspector                       | 2.00                   | 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                  | 1.00                   | 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                    |
| <b>Total</b>                             | <b>7.00</b>            | <b>9.00</b>                          | <b>9.00</b>                           | <b>9.00</b>             |

# Code Enforcement

Fund 06 | Department 63

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## 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 63

|                          |                             |                        |                                      |                                       |                         |
|--------------------------|-----------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| PERFORMANCE MEASUREMENTS |                             | Actual<br>FY 13-14     | Estimated<br>FY 14-15                | Projected<br>FY 15-16                 |                         |
|                          | Task                        |                        |                                      |                                       |                         |
|                          | Code Enforcement Postings   | 3,700                  | 2,500                                | 2,750                                 |                         |
| BUDGET SUMMARY           |                             | Actual<br>FY 13-14     | Estimated<br>FY 14-15                | Projected<br>FY 15-16                 |                         |
|                          | Category                    |                        |                                      |                                       |                         |
|                          | Personal Services           | \$180,903              | \$199,442                            | \$233,486                             |                         |
|                          | Materials & Supplies        | 4,571                  | 1,232                                | 1,232                                 |                         |
|                          | Other Services & Charges    | 71,424                 | 78,678                               | 87,828                                |                         |
|                          | Capital Outlay              | 0                      | 0                                    | 0                                     |                         |
|                          | Total                       | \$256,898              | \$279,352                            | \$322,546                             |                         |
| PERSONNEL SUMMARY        |                             | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|                          | Departmental Position:      |                        |                                      |                                       |                         |
|                          | Code Enforcement Supervisor | 1.00                   | 1.00                                 | 1.00                                  | 1.00                    |
|                          | Code Enforcement Officer    | 1.00                   | 1.00                                 | 1.00                                  | 1.00                    |
|                          | Administrative Clerk II     | 1.00                   | 1.00                                 | 1.00                                  | 1.00                    |
|                          | Total                       | 3.00                   | 3.00                                 | 3.00                                  | 3.00                    |

# Capital Planning & Resiliency

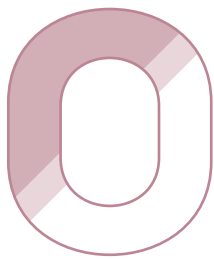
Fund 06 | Department 68

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## GOALS

1. Operation of federal CDBG grants.



## 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 68

BUDGET  
SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>          |                    |                       |                       |
| Materials & Supplies     | \$0                | \$0                   | \$1,000               |
| Other Services & Charges | 0                  | 0                     | 10,500                |
| <b>Total</b>             | <b>\$0</b>         | <b>\$0</b>            | <b>\$11,500</b>       |

PERSONNEL  
SUMMARY

|                                                      | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|------------------------------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i>                        |                        |                                      |                                       |                         |
| Personnel for this department are funded in Fund 15. |                        |                                      |                                       |                         |
| <b>Total</b>                                         | <b>0.00</b>            | <b>0.00</b>                          | <b>0.00</b>                           | <b>0.00</b>             |







# Parks & Recreation

Fund 06 | Department 71

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## 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. Prepare for and 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. Develop job descriptions and programming for the components in Central Park;
9. Develop a successful business plan and timetable for Central Park.

# Parks & Recreation

## Fund 06 | Department 71

### PERFORMANCE MEASUREMENTS

|                                 | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|---------------------------------|--------------------|-----------------------|-----------------------|
| <i>Task</i>                     |                    |                       |                       |
| Our Parks...Our Future          |                    |                       |                       |
| Projects Completed              | 8                  | 10                    | 7                     |
| New Park Land Developed (Acres) | 0                  | 10                    | 51                    |

### BUDGET SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>          |                    |                       |                       |
| Personal Services        | \$459,000          | \$520,718             | \$519,809             |
| Materials & Supplies     | 13,960             | 12,996                | 12,996                |
| Other Services & Charges | 237,815            | 186,000               | 215,500               |
| Capital Outlay           | 30,644             | 25,000                | 43,000                |
| <b>Total</b>             | <b>\$741,419</b>   | <b>\$744,714</b>      | <b>\$791,305</b>      |

### PERSONNEL SUMMARY

|                                      | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|--------------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i>        |                        |                                      |                                       |                         |
| Park & Recreation Director           | 1.00                   | 1.00                                 | 1.00                                  | 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                                 | 1.00                                  | 1.00                    |
| Special Events Coordinator           | 1.00                   | 1.00                                 | 1.00                                  | 1.00                    |
| Parks & Community Center Coordinator | 1.00                   | 1.00                                 | 1.00                                  | 1.00                    |
| Recreation Events Coordinator        | 0.00                   | 0.00                                 | 0.00                                  | 0.00                    |
| Recreation Specialists PT            | 1.50                   | 1.50                                 | 1.50                                  | 1.50                    |
| <b>Total</b>                         | <b>7.00</b>            | <b>7.00</b>                          | <b>7.00</b>                           | <b>7.00</b>             |

# Senior Citizen Services

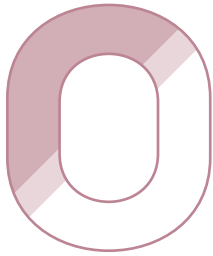
Fund 06 | Department 72

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## 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 Meals-on-Wheels 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 invest in improvements at the Moore Senior Center;
3. To continue to maintain good working relations with the Moore Council on Aging;
4. To expand programs for the Senior Center and to develop classes and programs for the computer room.



# Senior Citizen Services

Fund 06 | Department 72

|                          |                                       |                        |                                      |                                       |                         |
|--------------------------|---------------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| PERFORMANCE MEASUREMENTS |                                       | Actual<br>FY 13-14     | Estimated<br>FY 14-15                | Projected<br>FY 15-16                 |                         |
|                          | Task                                  |                        |                                      |                                       |                         |
|                          | Annual # of Meals Delivered           | 48,498                 | 49,000                               | 49,000                                |                         |
| BUDGET SUMMARY           |                                       | Actual<br>FY 13-14     | Estimated<br>FY 14-15                | Projected<br>FY 15-16                 |                         |
|                          | Category                              |                        |                                      |                                       |                         |
|                          | Personal Services                     | \$108,237              | \$110,490                            | \$118,850                             |                         |
|                          | Materials & Supplies                  | 7,025                  | 8,000                                | 8,000                                 |                         |
|                          | Other Services & Charges              | 15,298                 | 35,500                               | 37,020                                |                         |
|                          | Capital Outlay                        | 0                      | 2,500                                | 0                                     |                         |
|                          | Total                                 | \$130,560              | \$156,490                            | \$163,870                             |                         |
| PERSONNEL SUMMARY        |                                       | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|                          | 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 73

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## 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 73

|                          |                                |                        |                                      |                                       |                         |
|--------------------------|--------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| PERFORMANCE MEASUREMENTS |                                | Actual<br>FY 13-14     | Estimated<br>FY 14-15                | Projected<br>FY 15-16                 |                         |
|                          | Task                           |                        |                                      |                                       |                         |
|                          | Acres Sprayed                  | 327                    | 337                                  | 398                                   |                         |
|                          | Miles of Right-of-Way Sprayed  | 13                     | 13                                   | 13                                    |                         |
|                          | Flower Beds Maintained         | 17                     | 19                                   | 19                                    |                         |
| BUDGET SUMMARY           |                                | Actual<br>FY 13-14     | Estimated<br>FY 14-15                | Projected<br>FY 15-16                 |                         |
|                          | Category                       |                        |                                      |                                       |                         |
|                          | Personal Services              | \$69,111               | \$95,379                             | \$105,782                             |                         |
|                          | Materials & Supplies           | 16,635                 | 21,000                               | 21,000                                |                         |
|                          | Other Services & Charges       | 620                    | 10,025                               | 10,525                                |                         |
|                          | Capital Outlay                 | 0                      | 0                                    | 0                                     |                         |
|                          | Total                          | \$86,366               | \$126,404                            | \$137,307                             |                         |
| PERSONNEL SUMMARY        |                                | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|                          | 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 74

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## 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 a transition plan for the new Recreation Center and Aquatic Facility.



## 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.

# Parks & Recreation Activities

Fund 06 | Department 74

## PERFORMANCE MEASUREMENTS

|                               | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|-------------------------------|--------------------|-----------------------|-----------------------|
| <i>Task</i>                   |                    |                       |                       |
| Camp Participants             | 361                | 429                   | 650                   |
| Youth Basketball Participants | 705                | 610                   | 1000                  |
| Adult Volleyball Participants | 222                | 240                   | 300                   |

## BUDGET SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>          |                    |                       |                       |
| Personal Services        | \$23,367           | \$80,953              | \$65,250              |
| Materials & Supplies     | 16,453             | 25,000                | 25,000                |
| Other Services & Charges | 56,096             | 56,250                | 56,250                |
| Capital Outlay           | 0                  | 0                     | 8,000                 |
| <b>Total</b>             | <b>\$95,916</b>    | <b>\$162,203</b>      | <b>\$154,500</b>      |

## PERSONNEL SUMMARY

|                               | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|-------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i> |                        |                                      |                                       |                         |
| 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                    |
| <b>Total</b>                  | <b>8.00</b>            | <b>8.00</b>                          | <b>8.00</b>                           | <b>8.00</b>             |

# Parks & Cemetery Maintenance

Fund 06 | Department 75

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## 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;
5. Continue to plant trees in parks and rights-of-way;
6. Continue to implement an aggressive capital replacement/enhancement program;
7. Prepare to 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. Develop a park maintenance program for Central Park.

# Parks & Cemetery Maintenance

## Fund 06 | Department 75

### PERFORMANCE MEASUREMENTS

|                       | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|-----------------------|--------------------|-----------------------|-----------------------|
| <i>Task</i>           |                    |                       |                       |
| City Parks Maintained | 11                 | 12                    | 13                    |
| Acres of Park Land    | 227                | 237                   | 286                   |
| Trees Planted         | 220                | 320                   | 300                   |

### BUDGET SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>          |                    |                       |                       |
| Personal Services        | \$353,283          | \$347,463             | \$494,875             |
| Materials & Supplies     | 48,754             | 69,650                | 96,650                |
| Other Services & Charges | 154,924            | 283,525               | 294,350               |
| Capital Outlay           | 75,515             | 67,800                | 112,800               |
| <b>Total</b>             | <b>\$632,476</b>   | <b>\$768,438</b>      | <b>\$998,675</b>      |

### PERSONNEL SUMMARY

|                               | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|-------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i> |                        |                                      |                                       |                         |
| 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                    |
| <b>Total</b>                  | <b>6.00</b>            | <b>6.00</b>                          | <b>6.00</b>                           | <b>6.00</b>             |

# Recreation Center

## Fund 06 | Department 76

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### GOALS

1. Open facility December 2, 2015;
2. To have a smooth integration of staff and operations into existing department;
3. To build and operate a first class facility;
4. To provide high quality service and recreational opportunities to the citizens and users of the facility;
5. To implement a user fee/pass program and Point of Sale system that is user friendly;
6. To operate a facility that has minimal financial impact on the General Fund;
7. Maintain facility to a very high standard.



### OBJECTIVES

1. Implement ActiveNet user/pass fee program and Point of Sale system;
2. Select vendor for rental of fitness equipment;
3. Hire all needed staff for recreation center;
4. Train new staff regarding city and department policies;
5. Create programming that is relevant and highly used by patrons of the Center;
6. Develop policy and procedures for the Center;
7. Implement business plan and timetable for opening the Center.

# Recreation Center

## Fund 06 | Department 76

### BUDGET SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <b>Category</b>          |                    |                       |                       |
| Personal Services        | \$0                | \$165,064             | \$442,934             |
| Materials & Supplies     | 0                  | 56,620                | 126,064               |
| Other Services & Charges | 0                  | 113,644               | 626,621               |
| Capital Outlay           | 0                  | 0                     | 0                     |
| <b>Total</b>             | <b>\$0</b>         | <b>\$335,328</b>      | <b>\$1,195,619</b>    |

### PERSONNEL SUMMARY

|                                        | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|----------------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <b>Departmental Position:</b>          |                        |                                      |                                       |                         |
| Aquatic/Fitness Coordinator            | 0.00                   | 0.00                                 | 0.00                                  | 1.00                    |
| Recreation Coordinator                 | 0.00                   | 0.00                                 | 1.00                                  | 1.00                    |
| Sales Coordinator                      | 0.00                   | 0.00                                 | 0.00                                  | 1.00                    |
| Recreation Facility Maintenance        | 0.00                   | 0.00                                 | 0.00                                  | 1.00                    |
| Front Desk Clerk                       | 0.00                   | 0.00                                 | 0.00                                  | 2.00                    |
| Recreation Specialist (part-time)      | 0.00                   | 0.00                                 | 0.00                                  | 3.00                    |
| Room and Rental Specialist (part-time) | 0.00                   | 0.00                                 | 0.00                                  | 1.00                    |
| Weight Room Attendant (part-time)      | 0.00                   | 0.00                                 | 0.00                                  | 5.00                    |
| Child Care Worker (part-time)          | 0.00                   | 0.00                                 | 0.00                                  | 12.00                   |
| Child Care Coordinator (part-time)     | 0.00                   | 0.00                                 | 0.00                                  | 1.00                    |
| Front Desk Clerk (part-time)           | 0.00                   | 0.00                                 | 0.00                                  | 1.00                    |
| Front Desk Attendants (part-time)      | 0.00                   | 0.00                                 | 0.00                                  | 5.00                    |
| Personnel Services FT & PT             | 0.00                   | 18.50                                | 0.00                                  | 0.00                    |
| <b>Total</b>                           | <b>0.00</b>            | <b>18.50</b>                         | <b>1.00</b>                           | <b>34.00</b>            |



# Aquatic Park

Fund 06 | Department 77

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## GOALS

1. Open aquatic park before end of FY 15-16;
2. To have a smooth integration into department;
3. To build and operate a first class aquatic park;
4. To provide high quality service and recreational water opportunities to the citizens and users of the aquatic park;
5. To implement a membership program and Point of Sale system that is user friendly;
6. To operate a facility that has minimal financial impact on the General Fund;
7. Maintain facility to a very high standard.



## OBJECTIVES

1. Research and select membership computer program and Point of Sale system;
2. Hire all needed staff for aquatic park;
3. Train new staff regarding city and department policies;
4. Create programming that is relevant and highly used by patrons of the aquatic park;
5. Develop policy and procedures for the aquatic park;
6. Develop a business plan and timetable for opening of aquatic park;
7. Ensure that all staff of aquatic park have proper training and certifications.

# Aquatic Park

## Fund 06 | Department 77

### BUDGET SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>          |                    |                       |                       |
| Personal Services        | \$0                | \$45,365              | \$168,359             |
| Materials & Supplies     | 0                  | 19,380                | 90,900                |
| Other Services & Charges | 0                  | 58,544                | 98,359                |
| Capital Outlay           | 0                  | 0                     | 0                     |
| <b>Total</b>             | <b>\$0</b>         | <b>\$123,289</b>      | <b>\$357,618</b>      |

### PERSONNEL SUMMARY

|                               | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|-------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i> |                        |                                      |                                       |                         |
| Aquatic/Fitness Coordinator   | 0.00                   | 0.00                                 | 0.00                                  | 1.00                    |
| Lifeguard                     | 0.00                   | 0.00                                 | 0.00                                  | 55.00                   |
| Concession Supervisor         | 0.00                   | 0.00                                 | 0.00                                  | 4.00                    |
| Concession Attendant          | 0.00                   | 0.00                                 | 0.00                                  | 7.00                    |
| Aquatic Cashier               | 0.00                   | 0.00                                 | 0.00                                  | 7.00                    |
| Head Lifeguard                | 0.00                   | 0.00                                 | 0.00                                  | 7.00                    |
| Personnel Services FT & PT *  | 0.00                   | 36.50                                | 0.00                                  | 0.00                    |
| <b>Total</b>                  | <b>0.00</b>            | <b>36.50</b>                         | <b>0.00</b>                           | <b>81.00</b>            |

# Facts about Library

## Moore Public Library and the Pioneer Library System

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

**MOORE SALARIES** **\$919,462**

**MOORE BENEFITS** **\$297,444**

**MOORE MATERIALS BUDGET  
FROM PLS LAST YEAR** **\$410,000**

**MOORE TECHNOLOGY BUDGET  
FROM PLS LAST YEAR** **\$120,000**

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**TOTAL** **\$1,746,906**

### EXPLANATIONS OF EXPENDITURES:

The system also budgets \$350,000 for ebooks, downloadables, and system collections. The Virtual Library budget is \$200,000 system-wide, providing online research tools including services for students, like homework tutoring, and services for businesses, like market segmentation data. Staff collections, ebooks, databases \$350,000. System Services, Administrative Services, and System Salaries charged to Moore are 15.86% 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. The Moore Public Library received a new 7-bin sorter this year to assist with circulation duties.
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 167,891 items for customers to check out.
4. Moore circulated 673,157 items in 2013.
5. There were 345,486 library visits in 2013.
6. Moore has 60,660 registered card holders that consider this their home library.
7. The Moore Public Library held 658 programs with 33,432 customers attending those programs in 2013.
8. There are 53 public computers and 30 staff computers furnished by Pioneer Library System.

\*Pioneer Library System pays for the Health Insurance, Retirement, Disability Insurance, and Life Insurance for each employee who works 30 or more hours a week.

# Library

Fund 06 | Department 81

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## 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 81

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### BUDGET SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>          |                    |                       |                       |
| Materials & Supplies     | \$8,400            | \$4,530               | \$4,530               |
| Other Services & Charges | 34,384             | 18,450                | 18,450                |
| Capital Outlay           | 18,284             | 37,820                | 42,700                |
| <b>Total</b>             | <b>\$61,068</b>    | <b>\$60,800</b>       | <b>\$65,680</b>       |

### PERSONNEL SUMMARY

|                               | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|-------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i> |                        |                                      |                                       |                         |
| No City Personnel Budgeted    |                        |                                      |                                       |                         |
| <b>Total</b>                  | <b>0.00</b>            | <b>0.00</b>                          | <b>0.00</b>                           | <b>0.00</b>             |

# Moore-Smith Cemetery

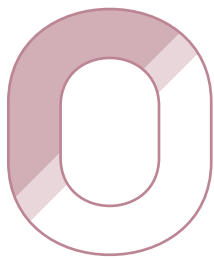
Fund 06 | Department 84

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## 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 84

## BUDGET SUMMARY

|                          | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>          |                    |                       |                       |
| Other Services & Charges | \$225              | \$75,000              | \$75,000              |
| <b>Total</b>             | <b>\$225</b>       | <b>\$75,000</b>       | <b>\$75,000</b>       |

## PERSONNEL SUMMARY

|                                                                                                                                                                  | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i>                                                                                                                                    |                        |                                      |                                       |                         |
| **The administrative duties are performed by the Finance Department personnel and landscaping and maintenance is performed by the Parks and Cemetery Department. |                        |                                      |                                       |                         |
| <b>Total</b>                                                                                                                                                     | <b>0.00</b>            | <b>0.00</b>                          | <b>0.00</b>                           | <b>0.00</b>             |

# CEMETERY PERPETUAL CARE

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Fund 07 | Departments:

51-Cemetery Perpetual Care



# Cemetery Perpetual Care

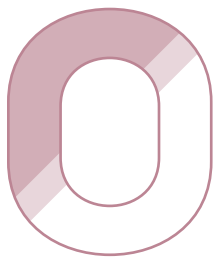
Fund 07 | Department 51

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## 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 51

## BUDGET SUMMARY

|                         | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|-------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>         |                    |                       |                       |
| Cemetery Perpetual Care | \$21,003           | \$36,000              | \$40,000              |
| <b>Total</b>            | <b>\$21,003</b>    | <b>\$36,000</b>       | <b>\$40,000</b>       |

## PERSONNEL SUMMARY

|                                                                                                                                                                  | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <i>Departmental Position:</i>                                                                                                                                    |                        |                                      |                                       |                         |
| **The administrative duties are performed by the Finance Department personnel and landscaping and maintenance is performed by the Parks and Cemetery Department. |                        |                                      |                                       |                         |
| <b>Total</b>                                                                                                                                                     | <b>0.00</b>            | <b>0.00</b>                          | <b>0.00</b>                           | <b>0.00</b>             |

# SPECIAL REVENUE FUND

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Fund **08** | Departments:

17-Smoke Alarms  
33-Emergency Management Grant  
34-OKC Economic & Crime Identity  
39-Ball Association Improvements  
50-Red Cross/Storm Donations  
53-CDBG Entitlement  
55-Tobacco Settlement  
59-COPS Hiring Program  
70-Sidewalk Improvement Grant  
79-Neighborhood Park Development  
86-Hotel-Motel Tax  
87-Police Discretionary  
91-Developer Impact Fees  
93-911 System Maintenance  
99-Local Law Enforcement Vests

# Special Revenue Fund

## Budget Summary

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| Department   | Category                      | Department Description                                          | Budgeted           |
|--------------|-------------------------------|-----------------------------------------------------------------|--------------------|
| 17           | Smoke Alarms                  | Smoke alarms                                                    | 5,000              |
| 33           | Emergency Management Grant    | Emergency operation salary grant                                | 25,000             |
| 34           | Economic & Crime Identity     | Computer/financial fraud grant                                  | 7,000              |
| 39           | Ball Association Improvements | Ball association park improvements                              | 12,000             |
| 50           | Red Cross/Storm Donations     | Saferooms                                                       | 200,000            |
| 53           | CDBG Entitlement              | Social service and low to moderate income improvements          | 313,382            |
| 55           | Tobacco Settlement            | Encourage a healthier lifestyle                                 | 850                |
| 59           | COPS Hiring Program           | Partial salary costs of two police officers                     | 60,000             |
| 70           | Sidewalk Improvement Grant    | Sidewalk maintenance                                            | 20,000             |
| 79           | Neighborhood Park Development | Neighborhood park development                                   | 163,000            |
| 86           | Hotel-Motel Tax               | Park acquisition and improvement                                | 1,223,000          |
| 87           | Police Discretionary          | Discretionary funds for equipment and anti-drug programs        | 10,000             |
| 91           | Developer Impact Fees         | New development of curb, gutter, streets, water and sewer lines | 1,400,000          |
| 93           | 911 System Maintenance        | Purchase of communication equipment                             | 19,000             |
| 99           | Local Law Enforcement Vests   | Protective vests                                                | 3,000              |
| <b>Total</b> |                               |                                                                 | <b>\$3,461,232</b> |

# DEBT SERVICE

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Fund **09** | Departments:

90-2009-Street GO Bonds

91-2010-Street GO Bonds

92-2013-Street GO Bonds

94-2013B-Park GO Bonds

95-2014-Park GO Bonds

96-2015-Park GO Bonds

# Debt Service

## Outstanding Debt as of June 30, 2014

| FYE  | General<br>Obligation Bonds | Revenue Bonds | Judgments<br>Notes<br>Loans/Leases | Total Debt   |
|------|-----------------------------|---------------|------------------------------------|--------------|
| 1994 | \$12,925,000                | \$35,860,000  | \$943,915                          | \$49,728,915 |
| 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                          | 42,266,310   |
| 1998 | 8,975,000                   | 26,325,000    | 3,129,147                          | 38,429,147   |
| 1999 | 8,100,000                   | 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  |

Prepared by: J. Corbett

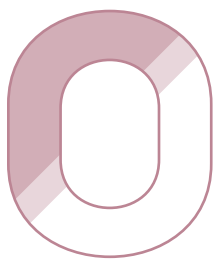
# Debt Service

Fund 09 | Departments 90,91,92,94,95 and 96



## 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.



|                           | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|---------------------------|--------------------|-----------------------|-----------------------|
| <b>Category</b>           |                    |                       |                       |
| 90-G.O. Street Bonds 2009 | \$1,250,250        | \$1,250,250           | \$1,156,500           |
| 91-2010 G.O. Street Bonds | 1,122,000          | 1,122,000             | 1,080,750             |
| 92-2013 G.O. Street Bonds | 60,933             | 630,353               | 643,690               |
| 94-2013B Park GO Bonds    | 91,550             | 666,675               | 659,200               |
| 95-2014 Park GO Bonds     | 375                | 125                   | 1,021,644             |
| 96-2015 Park GO Bonds     | 0                  | 250                   | 71,500                |
| <b>Total</b>              | <b>\$2,525,108</b> | <b>\$3,669,653</b>    | <b>\$4,633,284</b>    |



# DEDICATED SALES TAX

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Fund 12 | Departments:

35-Public Safety Equipment

52-Residential Streets



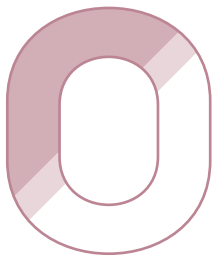
# Dedicated Sales Tax

## Fund 12 | Departments 35 and 52



### 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.

#### BUDGET SUMMARY

|                         | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|-------------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>         |                    |                       |                       |
| Public Safety Equipment | \$1,095,786        | \$1,425,000           | \$3,176,928           |
| Residential Streets     | 933,442            | 2,340,000             | 6,900,000             |
| <b>Total</b>            | <b>\$2,029,228</b> | <b>\$3,765,000</b>    | <b>\$10,076,928</b>   |

# PARK SALES TAX

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Fund **13** | Departments:

11-General Government

80-Little River Park

83-Apple Valley Park

85-Buck Thomas Park

89-Central Park

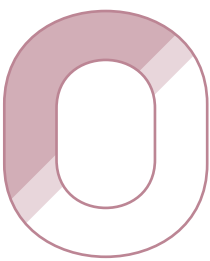
# Park Sales Tax

Fund 13 | Departments 11,80,83,85 and 89



## 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 and bond funds approved by voters in November 2012;
3. Construct new swimming pool, recreation center, walking trails.



|                        | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|------------------------|--------------------|-----------------------|-----------------------|
| <b>Category</b>        |                    |                       |                       |
| General Government (1) | \$52,500           | \$2,035,000           | \$4,032,250           |
| Little River Park      | 119,653            | 457,000               | 145,000               |
| Apple Valley Park      | 76,936             | 125,000               | 90,000                |
| Buck Thomas Park       | 5,456              | 500,000               | 750,000               |
| Central Park           | 0                  | 0                     | 300,000               |
| <b>Total</b>           | <b>\$254,544</b>   | <b>\$3,117,000</b>    | <b>\$5,317,250</b>    |

# PARKS GO BONDS

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Fund **14** | Departments:

11-General Government

77-Central Moore Park

# Parks GO Bonds

## Fund 14 | Departments 11 and 77



### GOALS

1. Open park before end of FY 15-16;
2. To build and operate a first class park;
3. To provide high quality service and recreational opportunities to the citizens and users of the park;
4. To operate a park that has minimal financial impact on the General Fund;
5. Maintain park to a very high standard;
6. To have a smooth transition and opening of park;
7. To open a park that the citizens of Moore can take pride in.



### OBJECTIVES

1. Hire all needed staff for the park;
2. Train new staff re: city and department policies;
3. Create programming that is relevant and highly used by patrons of the park;
4. Develop policy and procedures for the park;
5. Develop a business plan and timetable for opening of park;
6. Ensure that all staff of park have proper training and certifications;
7. Build park at or near budget.

### BUDGET SUMMARY

|                    | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|--------------------|--------------------|-----------------------|-----------------------|
| <i>Category</i>    |                    |                       |                       |
| General Government | \$304,204          | \$72,376              | \$0                   |
| Central Moore Park | 1,383,873          | 20,350,000            | 11,010,000            |
| <b>Total</b>       | <b>\$1,688,077</b> | <b>\$20,422,376</b>   | <b>\$11,010,000</b>   |

# CDBG-DR HUD

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Fund **15** | Departments:

11-Administration

12-Housing

13-Infrastructure

14-Public Facilities

16-Resiliency

17-Planning

# CDBG-DR HUD

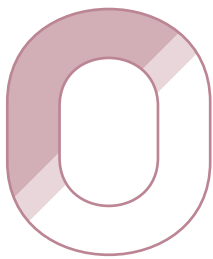
Fund 15 | Departments 11,12,13,14,16 and 17

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## GOALS

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



## OBJECTIVES

1. Accurate accounting of grant funds.



**King's Manor Project:** Expected completion July 2015. This project will repave several roads in the King's Manor neighborhood, add sidewalks, and increase access to Little River Park by the addition of two parking lots.

# CDBG-DR HUD

Fund 15 | Departments 11,12,13,14,16 and 17

## BUDGET SUMMARY

|                   | Actual<br>FY 13-14 | Estimated<br>FY 14-15 | Projected<br>FY 15-16 |
|-------------------|--------------------|-----------------------|-----------------------|
| <b>Category</b>   |                    |                       |                       |
| Administration    | \$10,237           | \$150,000             | \$396,100             |
| CDBG DR           | \$0                | \$650,000             | \$0                   |
| Housing           | 0                  |                       | 1,000,000             |
| Infrastructure    | 0                  |                       | 4,000,000             |
| Public Facilities | 0                  |                       | 500,000               |
| Resiliency        | 0                  |                       | 2,000,000             |
| Planning          | 0                  | 400,000               | 1,000,000             |
| <b>Total</b>      | <b>\$10,237</b>    | <b>\$1,200,000</b>    | <b>\$8,896,100</b>    |

## PERSONNEL SUMMARY

|                                   | Prior Year<br>FY 13-14 | Current Year<br>Budgeted<br>FY 14-15 | Current Year<br>Estimated<br>FY 14-15 | Budget Year<br>FY 15-16 |
|-----------------------------------|------------------------|--------------------------------------|---------------------------------------|-------------------------|
| <b>Departmental Position:</b>     |                        |                                      |                                       |                         |
| Associate Planner/ Grants Manager | 0.00                   | 0.00                                 | 0.00                                  | 1.00                    |
| Accountant II                     | 0.00                   | 0.00                                 | 0.00                                  | 1.00                    |
| Compliance Specialist             | 0.00                   | 0.00                                 | 0.00                                  | 1.00                    |
| Administrative Assistant          | 0.00                   | 0.00                                 | 0.00                                  | 1.00                    |
| <b>Total</b>                      | <b>0.00</b>            | <b>0.00</b>                          | <b>0.00</b>                           | <b>4.00</b>             |



# Glossary of Terms

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**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.

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**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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301 N. Broadway  
Moore, OK 73160

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405-793-5000  
[cityofmoore.com](http://cityofmoore.com)

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