

The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016

ANNUAL BUDGET



Prepared for
John D. Shugart
City Manager

for presentation to
Mayor and
City Council



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET



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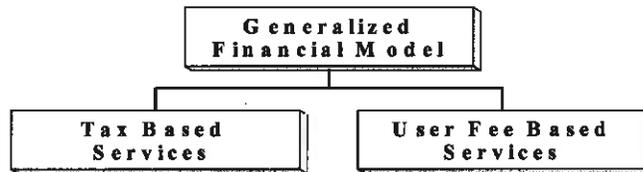


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FISCAL YEAR 2015 – 2016 ANNUAL BUDGET SUMMARY

I. Understanding the Budget

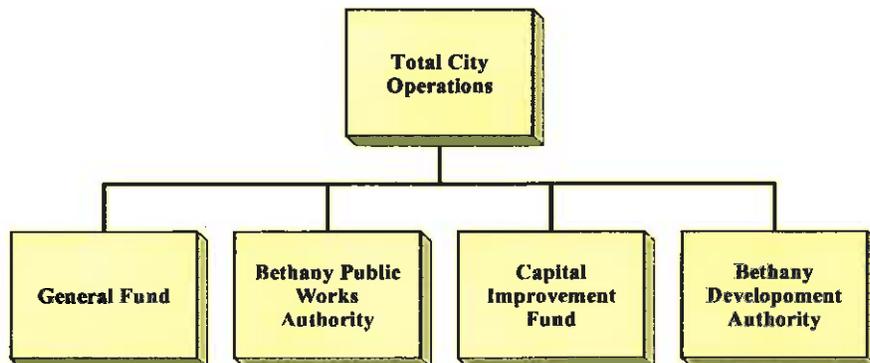
◆ Understanding the City of Bethany’s budget is much easier if you have a basic understanding of how city governments finance the services they provide. The model shown below is a simple explanation that government services are either paid for by taxes or user fees. The citizen pays 100% of all costs. Governments have no money other than what its citizens provide.



Taxes usually pay for traditional services such as police, fire, streets and parks. These services are not usually associated with a particular type of revenue or tax. User fee based services include utilities such as water, waste water and solid waste. Bethany uses a hybrid of this generalized model because our tax base does not fully support all traditional services. Accordingly, user fees provide a subsidy for general governmental services.

◆ It is also important to understand the basics of the City’s financial structure.

The City’s financial accounts are organized on the basis of funds or sets of self-balancing accounts that comprise its assets, liabilities, fund equity, revenue, expenditures and transfers. The City’s financial resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. Our budget is designed around the four primary funds shown below.





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The General Fund and the Bethany Public Works Authority account for the day to day operations and services the City provides. The General Fund is used to account for general governmental services, public safety, streets and parks. The Bethany Public Works Authority Fund is used to account for water, waste water and solid waste services.

The Capital Projects Fund is used to account for capital improvements and equipment replacement.

The Bethany Development Authority is used to account for the City's economic development activities.

Departmental expenditures are accounted for in both the General and Public Works Authority Funds. This budget document contains all funds of the City that have appropriated revenue to make lawful and necessary expenditures. The reader is directed to the material presented with each fund for specific financial information regarding that particular fund.

◆ Another key is understanding sales tax. Sales tax is the primary source of general governmental funds for most cities and towns in Oklahoma including Bethany.

Consider the following. In 1980, the sales tax rate was two percent. Sales tax revenue paid for 42 percent of city services. In 1990 sales tax paid for only 31 percent of city services. In 2000, the sales tax rate was three percent and paid for 35 percent of city services. In 2008, the four percent sales tax rate paid for 56% percent of city services.

Bethany voters approved an increase in the sales tax rate from two to three percent on July 24, 1990. The three percent rate went into effect on September 1, 1990. The voters stipulated that seventy percent (70%) of the additional cent was to be spent solely on capital improvements. Capital improvements means equipment, land, buildings, water or sewer lines and all other items not consumed but diminished in value with prolonged use or time.

Bethany voters also approved an extension of the sales tax rate from three to four percent in February 2005.

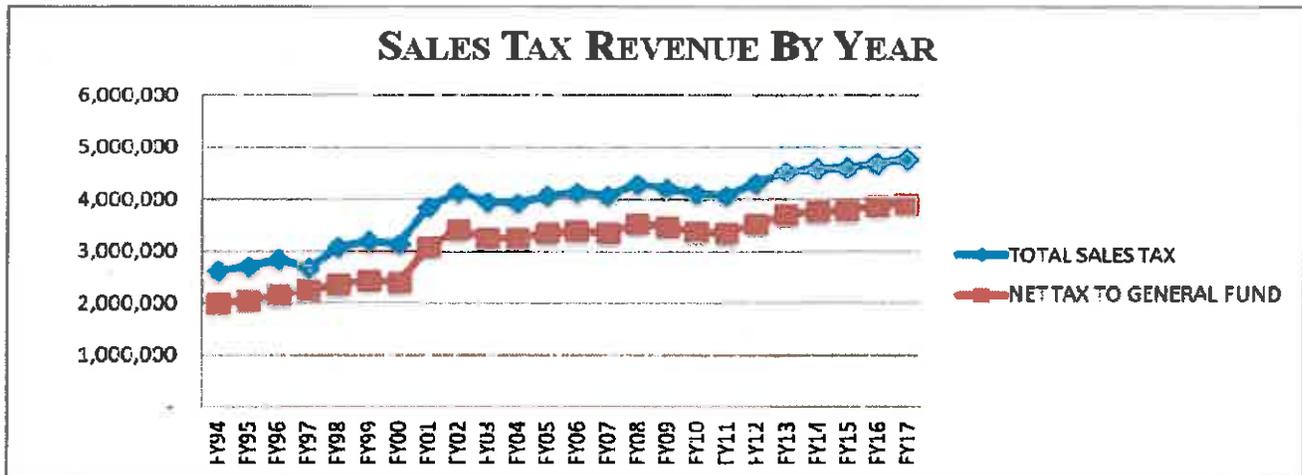
This means that of the \$4,695,000 estimated in sales tax the City expects to receive in FY16, \$821,625 is not available to the General Fund to pay for operating expenses. This money can only be used for capital improvements or debt service on capital improvements. While \$821,625 is a lot of money, the City has many projects either in progress or waiting to be funded. These projects include water and sewer line replacements, street improvements and replacement equipment.



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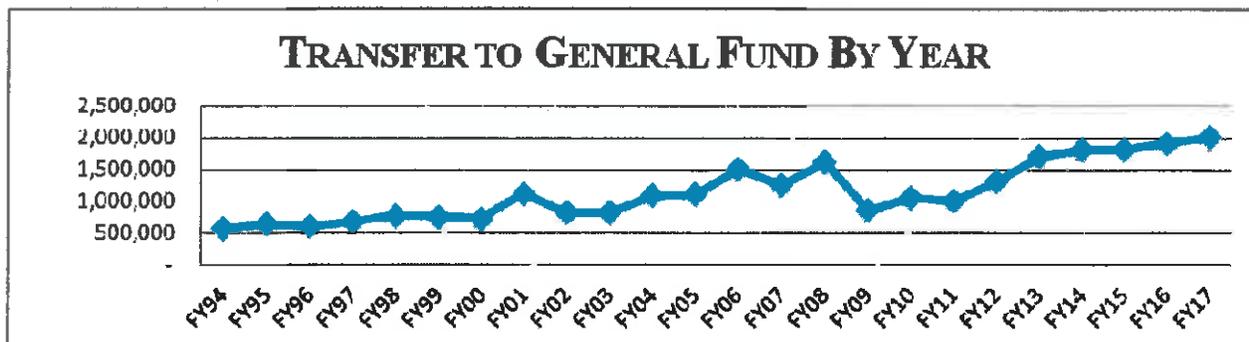
Sales tax revenue is dependent on several factors. Retail sales, population and weather are three of the main factors. Obviously, these factors are beyond the control of the City. We have experienced some growth for several years. The large increase shown in the graph is due to the additional one cent tax that went into effect on October 1, 2000.



An additional key is understanding the relationship of utility revenues to the financial capacity of the City.

Bethany provides three utility services. Water, wastewater and solid waste services are accounted for in the Bethany Public Works Authority. The money utility customers pay for these services is sufficient to cover the day to day operating expenses.

To the extent the Public Works Authority has cash not required for utility operations, debt service or capital improvements, that cash can be used for other lawful purposes. Over a long period of time, the City has gradually grown more and more dependent upon this cash to finance general fund operations. This is because the sales tax base is not sufficient to pay for the current level and quality of services our customers expect.





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This budgetary practice is not necessarily wrong. It is important to recognize that it exists.

◆ One final key is understanding that both the revenue and expenditures shown in the individual line item budgets are for the most part estimates. The City of Bethany bases most of the estimates on long term trends. Certainly other factors are used when appropriate. The estimates are not intended to be exact numbers.

II. Community Goals

Several years ago, the City Council adopted Community Goals to help shape the planning process for budgetary and other policy matters. These goals remain unchanged from FY16.

- * Provide quality public facilities, services and cultural opportunities that enrich the experience of living in a model community.
- * Promote an atmosphere conducive to active citizen participation, volunteer service and community spirit.
- * Pursue an infrastructure management system with a vision toward continuous maintenance and improvement.
- * Plan for and facilitate quality physical development that compliments and enhances economic prosperity in the public and private sectors.
- * Improve and maintain a transportation network that assures safe and efficient circulation within the community.
- * Hire, train and develop personnel who will improve their skills and make a commitment to work as a team to provide excellence in serving our community.

III. Budgetary Priorities and Key Issues for FY16

The City's budgetary priorities remain the same for Fiscal 16 as they have been for the past several fiscal years. Please note the following:

- * Normal recurring City services are funded at the same level as previous years.
- * Departmental expenditures have been adjusted where necessary to provide sufficient funding for those operations whose costs have increased over the current year.
- * All City Departments will continue with self examination to ensure the public is getting the best results for the dollars spent.
- * We will continue implementing capital projects as necessary to maintain our infrastructure in a sound condition.
- * We plan to continue our business recruitment activities to further enhance our sales tax base.



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IV. Major Financial Factors and Trends Affecting the Budget

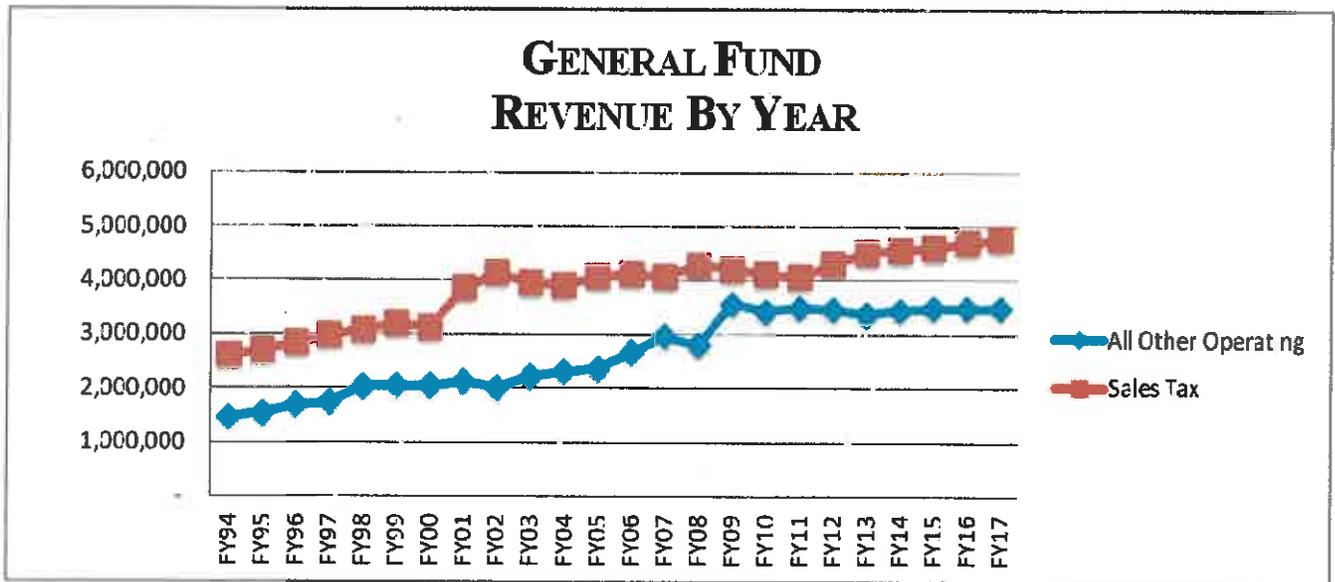
Thankfully, the Greater Bethany Metropolitan Area’s overall economy is stronger than the rest of the United States. The latest inflation number from the Bureau of Labor Statistics (Region VI) shows the US city average inflation rate to be less than 2.0 percent. This comes at the same time that the Oklahoma Department of Commerce is reporting the latest area wide unemployment rate to be approximately 3.6 percent.

Due to hard work by our employee groups, the City has stabilized our budgeted worker’s compensation rate. Our supervisors work hard to install a safety conscious attitude in all workers.

Health care for employees continues to be a challenge. We switched carriers two years ago to a public pool. Our employees continue to pay a portion of their coverage. The City will continue to help subsidize the family coverage. We will continue to examine ways to reduce the cost of health care coverage for our employees and their families.

The City has a contract with EMSA to provide ambulance service. The contract for FY16 is funded with a surcharge (\$2.60 per utility unit) on our utility bills. This contract provides that our citizens will not be required to pay for the ambulance service directly. Their insurance carrier may be required to pay for the service, but the citizen will not have an out of pocket charge.

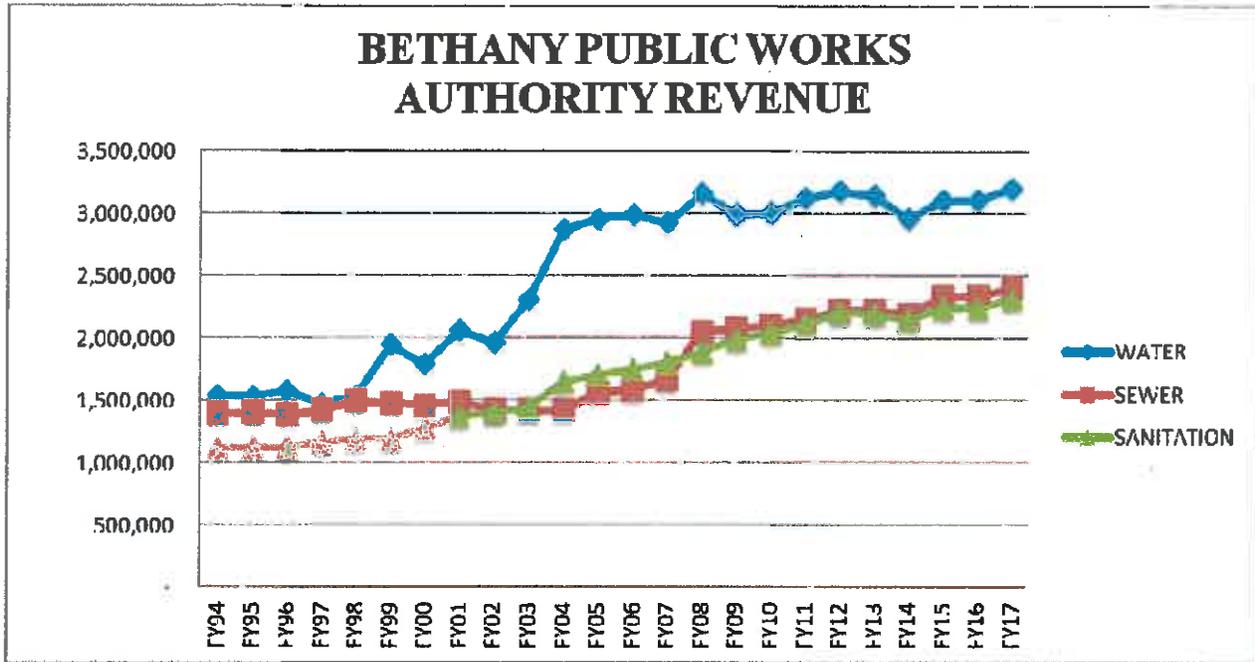
General Fund revenue trends are generally flat. Given the fact that our population and retail base has a slow growth rate, this is expected. Sales tax has increased slightly over the past few years and we are working to increase our retail base.





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Bethany Public Works Authority revenues are also generally flat. Water rates were increased significantly in FY03 to pay for our new water plant. Sewer rates were increased significantly in FY08 to pay for a major sewer line replacement.



Population and retail base growth does not keep up with the need for additional revenue to keep pace with modest inflation and capital replacement.

V. Summary Financial Data

Summaries for the two operating funds are shown in the table below.

| Summary Financial Data | | | | | |
|-------------------------------|--------------------|-----------------------|---------------------|-----------------------|---------------------|
| | FY14 Actual | FY15 Budget | FY15 Estimate | FY16 Budget | FY17 Budget |
| General Fund | | | | | |
| Revenue | \$ 8,003,567 | \$ 8,025,835 | \$ 8,067,000 | \$ 8,162,000 | \$ 8,235,375 |
| Expenditures | 8,884,693 | 9,714,194 | 9,710,044 | 10,198,198 | 10,244,530 |
| Net Transfers | 886,299 | 888,925 | 911,295 | 934,670 | 1,020,564 |
| Change in fund balance | <u>\$ 5,173</u> | <u>\$ (799,434)</u> | <u>\$ (731,749)</u> | <u>\$ (1,101,528)</u> | <u>\$ (988,592)</u> |
| Public Works Authority | | | | | |
| Revenue | \$ 7,607,557 | \$ 7,959,343 | \$ 7,959,343 | \$ 7,959,343 | \$ 8,189,698 |
| Expense | 6,238,593 | 7,798,396 | 7,796,813 | 7,878,055 | 7,506,946 |
| Net Transfers | (1,398,595) | (1,382,620) | 7,380 | (1,483,570) | (1,585,470) |
| Change in fund balance | <u>\$ (29,631)</u> | <u>\$ (1,221,673)</u> | <u>\$ 169,911</u> | <u>\$ (1,402,282)</u> | <u>\$ (902,718)</u> |



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VI. State and Local Requirements for Balancing the Budget

The budget as presented in this document is balanced according to Oklahoma law and local requirements. This means that revenues including transfers from other funds are equal to or greater than expenditures and transfers to other funds. Revenues may also include any appropriated fund balance.

Article III of Bethany's Charter provides the basis for our budget process. This article requires the Bethany City Manager to annually prepare a budget and submit it to the City Council for approval. The City Manager is responsible for administration of the budget.

Section 17-205 to 17-210 of Title 11 of the Oklahoma Statutes also provides a legal basis for the budget process. This statute requires the Chief Executive Officer to prepare and submit a budget to the governing body at least 30 days prior to the beginning of the fiscal year. Oklahoma statutes also require a public hearing on the proposed budget at least fifteen (15) days prior to the beginning of the budget year.

From a practical standpoint, the City Manager receives input from all department heads elected officials and the public in preparing the budget. The Finance Department provides analytical and clerical support.

The normal cycle begins in the fall of the year when the City Manager reviews the Community Goals with the governing body. The department heads also begin planning for the next fiscal year at this time. During the spring the department heads turn in their budget requests to the City Manager. The City Manager reviews each request and determines if the request supports the stated goals. During this time the Finance Department makes a preliminary estimate of the next years' revenue.

The Finance Department then tabulates each fund and department's budget and prepares a draft budget document for distribution. The City Manager reviews the preliminary budget with the City Council and Trusts. After the public hearing, the City Council and Trusts approve the budget for the year.

VII. About The Financial Summaries

Each financial summary provides the actual numbers for last fiscal year as well as the current budget and projected year end balance. Each summary also provides the budget for next year and our estimate for the following year. It is important to plan for the financial future of Bethany by reviewing this additional information.



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GENERAL FUND FISCAL YEAR 2016 ANNUAL BUDGET



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

GENERAL FUND DESCRIPTION

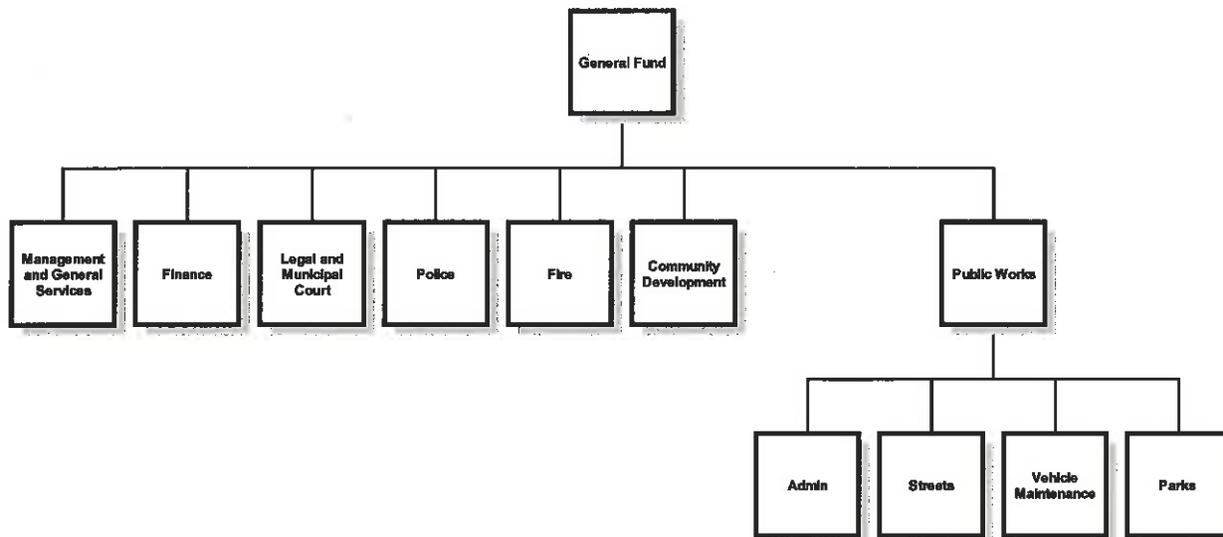
The General Fund is used to account for all financial resources except those which are required to be accounted for in another fund.

The General Fund is the accounting fund that accounts for traditional City services such as public safety, streets and general government. We budget and account for water, sewer and solid waste services in the Public Works Fund.

Revenues are non departmental in nature. This means that most categories of revenues can not be attributed to one particular department.

Expenditures are accounted by department and account.

A departmental summary is provided for each department. The summary includes a brief description of the department's function, day to day operations and major programs. A Staffing and Financial summary are also presented. The departments charged to the General Fund are shown in the chart below.



The object code chart of accounts that follows gives examples of the types of items that are charged to each account.



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OBJECT CODE CHART OF ACCOUNTS

| <i>Account Number</i> | <i>Description</i> |
|---|---|
| 100 Personal Services | |
| 100 Salaries | Regular, special and overtime |
| 101 Allowance | Uniforms, vehicle mileage |
| 102 FICA and Medicare | FICA and Medicare taxes paid by the employer |
| 103 Retirement | Pension expenses paid by the employer |
| 104 Employee Insurance | Insurance premiums paid by the employer |
| 105 Memberships, travel and training | Membership dues, training and travel |
| 200 Materials and Supplies | |
| 210 Office Supplies | Office supplies including postage and printing |
| 211 Janitorial Supplies | Janitorial supplies |
| 212 Maintenance Supplies | Parts and supplies for repairs and maintenance |
| 213 Fuel and Lubricants | Fuel, oil and grease |
| 214 Small Tools | Hand tools under \$ 500.00 |
| 215 Chemicals | Water plant chemicals, insecticides |
| 300 Other Services and Charges | |
| 340 Professional Services | Services by professionals including auditors, legal, engineers, |
| 341 Utilities | Telephone, natural gas and electric |
| 342 Maintenance Services | Outside repairs including parts and labor, and leases |
| 342.1 Vehicle Repair | Repairs to rolling stock |
| 343 Insurance -- General Liability and Property | Auto, general liability and property insurance |
| 344 Refunds | Refunds to our customers |
| 400 Capital Outlay | |
| 401 Office Equipment | Typewriters, computer hardware, etc. |
| 402 Motor Vehicles and Machinery | Autos, trucks and construction equipment |
| 403 Other Equipment | All other equipment |
| 404 Projects | Construction and other projects |
| 500 Contingency | |
| 501 Operating Contingency | Funds for operating transfers |
| 502 Capital Contingency | Funds for capital outlay transfers |



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**GENERAL FUND
 FINANCIAL SUMMARY**

| | Actual FY14A | Budget FY15B | Estimate FY15E | Budget FY16 | Budget FY17 |
|--|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>Revenue</u> | | | | | |
| Carryover From Previous Year | \$ 4,105,041 | \$ 4,110,214 | \$ 4,110,214 | \$ 3,363,865 | \$ 1,517,632 |
| Total Operating Revenue | 8,003,567 | 8,025,835 | 8,077,400 | 8,172,000 | 8,245,375 |
| Sales Tax Transfer From Public Works | 3,778,639 | 3,782,601 | 3,795,000 | 3,873,375 | 3,931,476 |
| Operating Transfer From Public Works | 1,800,000 | 1,800,000 | 1,800,000 | 1,900,000 | 2,000,000 |
| Transfers From Other Funds | <u>12,828</u> | <u>41,295</u> | <u>41,295</u> | <u>41,295</u> | <u>39,513</u> |
| Revenue Available for Appropriation | <u>\$ 17,700,074</u> | <u>\$ 17,759,945</u> | <u>\$ 17,823,909</u> | <u>\$ 17,350,535</u> | <u>\$ 15,733,995</u> |
| <u>Expenditures</u> | | | | | |
| Maintenance and Operations | \$ 8,793,053 | \$ 9,537,545 | \$ 9,544,895 | \$ 9,908,298 | \$ 10,016,630 |
| Capital Expenditures | 91,639 | 176,649 | 165,149 | 289,900 | 227,900 |
| Contingency | - | 2,704,705 | 25,000 | 754,705 | 100,000 |
| Transfer Sales Tax to Public Works | 4,580,168 | 4,584,971 | 4,600,000 | 4,695,000 | 4,765,425 |
| Transfer To Other Funds | <u>125,000</u> | <u>150,000</u> | <u>125,000</u> | <u>185,000</u> | <u>185,000</u> |
| Total Expenditures and Transfers | <u>\$ 13,589,860</u> | <u>\$ 17,153,870</u> | <u>\$ 14,460,044</u> | <u>\$ 15,832,903</u> | <u>\$ 15,294,955</u> |
| FB Carryover to Next Fiscal Year | <u>\$ 4,110,214</u> | <u>\$ 606,075</u> | <u>\$ 3,363,865</u> | <u>\$ 1,517,632</u> | <u>\$ 439,040</u> |



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

GENERAL FUND SUMMARY OF REVENUES AND TRANSFERS IN

| | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
|---|----------------------|----------------------------|------------------------------|----------------------|----------------------|
| Operating Revenue | | | | | |
| Sales Tax | \$ 4,561,665 | \$ 4,584,971 | \$ 4,600,000 | \$ 4,695,000 | \$ 4,765,425 |
| Franchise-ONG/OG&E | 545,716 | 545,000 | 545,000 | 545,000 | 545,000 |
| Ordinance-Telephone | 31,836 | 40,000 | 31,000 | 31,000 | 31,000 |
| Franchise-Cable | 241,172 | 239,000 | 241,000 | 241,000 | 241,000 |
| Hotel tax | 70,938 | 55,000 | 60,000 | 60,000 | 60,000 |
| Use Tax | 290,895 | 266,864 | 295,000 | 295,000 | 297,950 |
| Subtotal Taxes | \$ 5,742,222 | \$ 5,730,835 | \$ 5,772,000 | \$ 5,867,000 | \$ 5,940,375 |
| Occupation | \$ 42,233 | \$ 45,000 | \$ 45,000 | \$ 45,000 | \$ 45,000 |
| Building Permits | 20,801 | 20,000 | 20,000 | 20,000 | 20,000 |
| Inspection Fees & Permits | 30,605 | 25,000 | 25,000 | 25,000 | 25,000 |
| Zoning Permits | 1,115 | 1,000 | 1,000 | 1,000 | 1,000 |
| Subtotal Licenses & Permits | \$ 94,754 | \$ 91,000 | \$ 91,000 | \$ 91,000 | \$ 91,000 |
| Alcohol Beverage Tax | \$ 30,129 | \$ 28,000 | \$ 28,000 | \$ 28,000 | \$ 28,000 |
| Tobacco Tax | 57,067 | 60,000 | 60,000 | 60,000 | 60,000 |
| Gasoline Tax | 8,697 | 35,000 | 35,000 | 35,000 | 35,000 |
| Motor Vehicle Tax | 164,894 | 140,000 | 140,000 | 140,000 | 140,000 |
| Subtotal Intergovernmental Revenue | \$ 260,787 | \$ 263,000 | \$ 263,000 | \$ 263,000 | \$ 263,000 |
| Collection Service | \$ 26,400 | \$ 24,000 | \$ 24,000 | \$ 24,000 | \$ 24,000 |
| Emergency Medical call services fee | 278,112 | 282,000 | 282,000 | 282,000 | 282,000 |
| Stormwater compliance fee | 107,825 | 109,000 | 109,000 | 109,000 | 109,000 |
| Swimming Pool | 39,714 | 40,000 | 40,000 | 40,000 | 40,000 |
| Subtotal Charges for Services | \$ 452,052 | \$ 455,000 | \$ 455,000 | \$ 455,000 | \$ 455,000 |
| Total Police Fines & Court Costs | \$ 1,133,798 | \$ 1,325,000 | \$ 1,325,000 | \$ 1,325,000 | \$ 1,325,000 |
| Cemetery Lot Sales | \$ 37,400 | \$ 20,000 | \$ 20,000 | \$ 20,000 | \$ 20,000 |
| Interest on Investments | 19,605 | 20,000 | 20,000 | 20,000 | 20,000 |
| Mineral Rights & Royalties | 68,130 | 48,000 | 48,000 | 48,000 | 48,000 |
| Reimbursements | 14,305 | 3,000 | 3,000 | 3,000 | 3,000 |
| OMAG Reimbursements | 40,201 | 20,000 | 20,000 | 20,000 | 20,000 |
| Misc. - Other | 140,313 | 50,000 | 50,000 | 50,000 | 50,000 |
| Subtotal Miscellaneous Revenue | \$ 319,954 | \$ 161,000 | \$ 161,000 | \$ 161,000 | \$ 161,000 |
| Total Operating Revenue | \$ 8,003,567 | \$ 8,025,835 | \$ 8,067,000 | \$ 8,162,000 | \$ 8,235,375 |
| Transfers From Other Funds | | | | | |
| Bethany Public Works Authority | \$ 1,800,000 | \$ 1,800,000 | \$ 1,800,000 | \$ 1,900,000 | \$ 2,000,000 |
| Transfer from Public Safety Fund | - | 22,745 | 22,745 | 22,745 | 23,000 |
| Transfer from E-911 Fund | 12,828 | 8,550 | 8,550 | 8,550 | 6,513 |
| Transfer from Juvenile Justice Fund | - | 10,000 | 10,000 | 10,000 | 10,000 |
| Transfer from Bethany Hospital Trust | - | - | - | - | - |
| Transfer Sales Tax from BPWA | 3,778,639 | 3,782,601 | 3,795,000 | 3,873,375 | 3,931,476 |
| Total Transfers | \$ 5,591,467 | \$ 5,623,896 | \$ 5,636,295 | \$ 5,814,670 | \$ 5,970,989 |
| Total General Fund Revenue | \$ 13,595,033 | \$ 13,649,731 | \$ 13,703,295 | \$ 13,976,670 | \$ 14,206,364 |
| Fund Balance Appropriated | - | 3,690,876 | 808,136 | 1,331,234 | 1,188,591 |
| Total Funds Appropriated | \$ 13,595,033 | \$ 17,340,607 | \$ 14,511,431 | \$ 15,307,904 | \$ 15,394,955 |



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**GENERAL FUND
DEPARTMENTAL SUMMARY OF EXPENDITURES AND TRANSFERS OUT**

| Department | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
|---|----------------------|----------------------------|------------------------------|----------------------|----------------------|
| Management and General Services | \$ 618,878 | \$ 752,430 | \$ 752,430 | \$ 753,192 | \$ 761,549 |
| Finance | 372,933 | 331,508 | 331,508 | 339,148 | 337,718 |
| Legal and Municipal Court | 388,860 | 453,692 | 453,692 | 441,739 | 448,516 |
| Police Department | 3,515,728 | 3,883,668 | 3,883,668 | 4,018,592 | 4,061,193 |
| Fire Department | 2,196,001 | 2,282,373 | 2,282,373 | 2,423,232 | 2,444,256 |
| Community Development | 317,045 | 453,270 | 453,270 | 653,151 | 639,277 |
| Public Works | 1,475,247 | 1,643,990 | 1,604,490 | 1,669,145 | 1,652,020 |
| Non-Departmental | - | 2,804,705 | 25,000 | 129,705 | - |
| Total General Fund Expenditures | \$ 8,884,693 | \$ 12,605,636 | \$ 9,786,431 | \$ 10,427,904 | \$ 10,344,530 |
| Transfers To Other Funds | | | | | |
| Sales Tax Transfer to BPWA | \$ 4,580,168 | \$ 4,584,971 | \$ 4,600,000 | \$ 4,695,000 | \$ 4,765,425 |
| Other Transfers | 125,000 | 150,000 | 125,000 | 185,000 | 185,000 |
| Total Transfer To Other Funds | 4,705,168 | 4,734,971 | 4,725,000 | 4,880,000 | 4,950,425 |
| Total Expenditures and Transfers | \$ 13,589,860 | \$ 17,340,607 | \$ 14,511,431 | \$ 15,307,904 | \$ 15,294,955 |



The City of Bethany, Oklahoma

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GENERAL FUND SUMMARY OF EXPENDITURES BY OBJECT CODE

| Expenditure Classification | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
|--|---------------------|----------------------------|------------------------------|----------------------|----------------------|
| 100 Personal Service | | | | | |
| 100 Salaries | \$ 5,153,951 | \$ 5,365,144 | \$ 5,365,144 | \$ 5,567,324 | \$ 5,680,271 |
| 101 Allowances | 29,569 | 33,720 | 33,720 | 33,960 | 33,960 |
| 102 FICA & Medicare | 298,114 | 342,570 | 342,570 | 353,359 | 360,276 |
| 103 Retirement | 698,576 | 778,707 | 778,707 | 761,911 | 777,148 |
| 104 Insurance - Employee | 879,671 | 1,044,025 | 1,044,025 | 1,060,179 | 1,060,179 |
| 105 Membership, Travel & Training | 75,512 | 105,200 | 108,200 | 116,700 | 106,700 |
| 106 Overtime | 164,077 | 213,518 | 213,518 | 217,132 | 218,790 |
| Total 100 Personal Service | \$ 7,299,469 | \$ 7,882,884 | \$ 7,885,884 | \$ 8,110,566 | \$ 8,237,324 |
| 200 Materials & Supplies | | | | | |
| 210 Office Supplies | \$ 67,426 | \$ 84,750 | \$ 84,750 | \$ 88,750 | \$ 83,500 |
| 211 Janitor Supplies | 6,657 | 10,200 | 10,200 | 10,200 | 9,400 |
| 212 Maintenance Supplies | 160,033 | 233,800 | 205,800 | 210,800 | 210,600 |
| 213 Fuel & Lubricants | 99,002 | 161,500 | 161,350 | 161,500 | 161,500 |
| 214 Small Tools | - | 1,000 | 1,000 | 1,000 | 1,000 |
| 215 Chemicals | 4,785 | 19,250 | 19,250 | 19,250 | 19,250 |
| Total 200 Materials & Supplies | \$ 337,902 | \$ 510,500 | \$ 482,350 | \$ 491,500 | \$ 485,250 |
| 300 Other Services & Charges | | | | | |
| 340 Professional Services | \$ 219,581 | \$ 158,700 | \$ 178,200 | \$ 358,639 | \$ 345,139 |
| 341 Utilities | 252,933 | 255,380 | 255,380 | 255,380 | 256,004 |
| 342 Maintenance Contractual | 565,651 | 505,868 | 518,868 | 468,000 | 468,000 |
| 342.1 Vehicle Repair | - | 85,263 | 85,263 | 85,263 | 85,263 |
| 343 Insurance - Property | 117,165 | 137,750 | 137,750 | 137,750 | 138,450 |
| 344 Refunds | 352 | 1,200 | 1,200 | 1,200 | 1,200 |
| Total 300 Services & Charges | \$ 1,155,682 | \$ 1,144,161 | \$ 1,176,661 | \$ 1,306,232 | \$ 1,294,056 |
| Subtotal Maintenance and Operations | \$ 8,793,053 | \$ 9,537,545 | \$ 9,544,895 | \$ 9,908,298 | \$ 10,016,630 |
| 400 Capital Expenditures | | | | | |
| 401 Office Equipment | \$ 14,720 | \$ 70,000 | \$ 70,000 | \$ 54,500 | \$ 45,000 |
| 402 Motor Vehicles & Machinery | 69,292 | 46,271 | 46,271 | 81,000 | 64,000 |
| 403 Other Equipment | - | 28,878 | 28,878 | 67,500 | 32,000 |
| 404 Projects | 7,627 | 31,500 | 20,000 | 86,900 | 86,900 |
| Total 400 Capital Expenditures | \$ 91,639 | \$ 176,649 | \$ 165,149 | \$ 289,900 | \$ 227,900 |
| 500 Contingency | | | | | |
| 501 Operating Contingency | \$ - | \$ 100,000 | \$ - | \$ 100,000 | \$ 100,000 |
| 502 Litigation Contingency | - | 200,000 | - | 200,000 | - |
| 503 Storm Recovery Contingency | - | 2,100,000 | - | 350,000 | - |
| 504 Employee Severance Contingency | - | 74,705 | - | 74,705 | - |
| 507 Long Range Planning Services | - | 200,000 | 25,000 | - | - |
| 506 Compensated Absence Contingency | - | 30,000 | - | 30,000 | - |
| Total 500 Contingency | \$ - | \$ 2,704,705 | \$ 25,000 | \$ 754,705 | \$ 100,000 |
| Total Expenditures | \$ 8,884,693 | \$ 12,418,899 | \$ 9,735,044 | \$ 10,952,903 | \$ 10,344,530 |



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

GENERAL FUND DEPARTMENT SUMMARIES



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

A. DEPARTMENT NAME: MANAGEMENT AND GENERAL SERVICES

B. OVERALL PURPOSE AND FUNCTION:

The Management and General Service Department provides professional management expertise for all municipal personnel, programs, services and City Council operations to ensure that publicly owned facilities and funds are utilized in a manner to provide optimal quantity and quality services to the citizens of the community.

C. DEPARTMENT DESCRIPTION:

The department provides a wide range of oversight functions and support services to all City departments and the City Council. The department continually monitors and evaluates ongoing programs and community needs and provides the City Council with recommendations for methods to insure the maintenance and improvement of service delivery.

All department members are assigned to daily activities at City Hall. Normal office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday.

Management Department employees use personal computers and other office machines to accomplish their assigned tasks.

The costs of maintaining City Hall and other costs, such as elections, that cannot be attributed to one of the other departments, are charged to the Management and General Services Department.

D. STAFFING SUMMARY:

| Classification | FY 2015 | | FY 2016 |
|----------------------------------|----------|----------|----------|
| | Actual | Budget | Budget |
| City Manager | 1 | 1 | 1 |
| Assistant City Manager | 1 | 1 | 1 |
| Executive Assistant | 1 | 1 | 1 |
| Part Time City Attorney | 1 | 1 | 1 |
| Marketing and Public Information | 1 | 1 | 1 |
| Total Positions | 5 | 5 | 5 |

Personnel costs for the Mayor and City Council Members are included in the Management and General Services Department budget.



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

MANAGEMENT AND GENERAL SERVICES - CONTINUED

E. FINANCIAL SUMMARY:

| <u>Description</u> | <u>FY14 Actual</u> | <u>FY15 Budget</u> | <u>FY15 Estimate</u> | <u>FY16 Budget</u> |
|--------------------------|--------------------|--------------------|----------------------|--------------------|
| Personal Services | \$ 476,681 | \$ 500,580 | \$ 500,580 | \$ 501,342 |
| Materials & Supplies | 31,161 | 40,600 | 40,750 | 40,750 |
| Other Services & Charges | 110,565 | 136,600 | 101,100 | 101,100 |
| Capital Expenditures | 470 | 10,000 | 10,000 | 10,000 |
| Contingency | - | 64,650 | 100,000 | 100,000 |
| Total Budget | \$ 618,878 | \$ 752,430 | \$ 752,430 | \$ 753,192 |

F. MAJOR TASKS:

The Department's major tasks for Fiscal Year 2016 include:

- ❖ Provide an advanced level of professional management services for all management, personnel, and Council operations.
- ❖ Provide an objective and consistent system of personnel administration that supports the Corporate Culture and seeks to maximize efficiency of human resources in the delivery of services.
- ❖ Advance the City's mission to promote organizational fiscal responsibility through results-orientated budgeting and mission oversight
- ❖ Provide a coordinated community relations program that creates positive images of the City, builds customer confidence in City Government, and supports the business environment within the City.
- ❖ Maintain the City Hall complex in a manner that creates an attractive image and supports a pleasant environment for customers, visitors, and employees.
- ❖ Work to improve the quality of life for citizens.
- ❖ Provide general monetary and logistical support to City departments with common needs best satisfied through centralized function.
- ❖ Enhance the retail sales base by attracting new businesses to the City of Bethany.



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

1.0 Management and General Government Departmental Summary

| Expenditure Classification | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
|--|-------------------|----------------------------|------------------------------|-------------------|-------------------|
| 100 Personal Service | | | | | |
| 100 Salaries | \$ 338,920 | \$ 343,134 | \$ 343,134 | \$ 346,215 | \$ 353,135 |
| 101 Allowances | 3,127 | 3,120 | 3,120 | 2,640 | 2,640 |
| 102 FICA & Medicare | 24,102 | 26,488 | 26,488 | 26,687 | 27,221 |
| 103 Retirement | 46,219 | 50,260 | 50,260 | 45,277 | 46,182 |
| 104 Insurance - Employee | 34,769 | 39,078 | 39,078 | 42,022 | 42,022 |
| 105 Membership, Travel & Training | 29,544 | 38,500 | 38,500 | 38,500 | 38,500 |
| 106 Overtime | - | - | - | - | - |
| Total 100 Personal Service | \$ 476,681 | \$ 500,580 | \$ 500,580 | \$ 501,342 | \$ 509,699 |
| 200 Materials & Supplies | | | | | |
| 210 Office Supplies | \$ 23,872 | \$ 30,000 | \$ 30,000 | \$ 30,000 | \$ 30,000 |
| 211 Janitor Supplies | 1,687 | 2,000 | 2,000 | 2,000 | 2,000 |
| 212 Maintenance Supplies | 5,602 | 8,000 | 8,000 | 8,000 | 8,000 |
| 213 Fuel & Lubricants | - | 750 | 600 | 750 | 750 |
| 214 Small Tools | - | - | - | - | - |
| 215 Chemicals | - | - | - | - | - |
| Total 200 Materials & Supplies | \$ 31,161 | \$ 40,750 | \$ 40,600 | \$ 40,750 | \$ 40,750 |
| 300 Other Services & Charges | | | | | |
| 340 Professional Services | \$ 17,390 | \$ 20,000 | \$ 39,500 | \$ 20,000 | \$ 20,000 |
| 341 Utilities | 42,475 | 35,000 | 35,000 | 35,000 | 35,000 |
| 342 Maintenance Contractual | 34,659 | 22,000 | 38,000 | 22,000 | 22,000 |
| 342.1 Vehicle Repair | - | 500 | 500 | 500 | 500 |
| 343 Insurance - Property | 16,011 | 23,000 | 23,000 | 23,000 | 23,000 |
| 344 Refunds | 30 | 600 | 600 | 600 | 600 |
| Total 300 Services & Charges | \$ 110,565 | \$ 101,100 | \$ 136,600 | \$ 101,100 | \$ 101,100 |
| Subtotal Maintenance & Operations | \$ 618,408 | \$ 642,430 | \$ 677,780 | \$ 643,192 | \$ 651,549 |
| 400 Capital Expenditures | | | | | |
| 401 Office Equipment | \$ 470 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 |
| 402 Motor Vehicles & Machinery | - | - | - | - | - |
| 403 Other Equipment | - | - | - | - | - |
| 404 Projects | - | - | - | - | - |
| Total 400 Capital Expenditures | \$ 470 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 |
| 500 Contingency | | | | | |
| 501 Operating Contingency | \$ - | \$ 100,000 | \$ 64,650 | \$ 100,000 | \$ 100,000 |
| Total 500 Contingency | \$ - | \$ 100,000 | \$ 64,650 | \$ 100,000 | \$ 100,000 |
| Total Expenditures | \$ 618,878 | \$ 752,430 | \$ 752,430 | \$ 753,192 | \$ 761,549 |



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

Department Purpose and Function

A. Department Name: FINANCE DEPARTMENT

B. Overall Purpose and Function:

The Finance Department's purpose is to deliver quality financial services to our customers in a courteous and professional manner using a team centered approach.

The Finance Department provides financial management and oversight of revenues, investing of City funds, purchasing and expenditures and safekeeping of all City funds.

C. Department Description

The Finance Department provides a wide range of financial and administrative support services to all departments and the City Council. The department is responsible for all financial accounting and reporting including but not limited to payroll, accounts payable, utility billing, general accounting and investment management.

The Finance Department also provides administrative support with data processing, records management, city council meetings, and telephone switchboard services.

The employees of the Finance Department are organized into three teams to accomplish the stated purpose. The Finance Director provides day to day supervision and support to each team member.

All members are assigned to daily activities at City Hall. Normal office hours are 8:00 a.m. to 5:00 p.m., Monday to Friday.

The Finance Department employees accomplish the majority of their tasks with the use of an integrated computer system. Outside vendors provide the maintenance on both the hardware and software. Employees also use personal computers and other office machines to accomplish the assigned tasks.

The Finance Department is accounted for in both the General Fund and the Public Works Fund. Utility billing expenditures are charged to the Public Works Fund. All others are charged to the General Fund.



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

D. Staffing Summary

Approximately fifty percent (50%) of the personal services are charged to the Public Works Fund. The positions budgeted in the Finance Department include:

| Classification | FY 2015 | | FY 2016 |
|----------------------------------|----------|----------|----------|
| | Actual | Budget | Budget |
| Finance Director | 1 | 1 | 1 |
| Administrative Assistant | 1 | 1 | 1 |
| Customer Service Supervisor | 1 | 1 | 1 |
| Customer Service Representatives | 2 | 2 | 2 |
| Utility Billing Specialist | 1 | 1 | 1 |
| Municipal Accountant | 1 | 1 | 1 |
| Total Positions | 7 | 7 | 7 |

E. Financial Summary

| Description | FY14 Actual | FY15 Budget | FY15 Estimate | FY16 Budget |
|--------------------------|-------------------|-------------------|-------------------|-------------------|
| Personal Services | \$ 210,429 | \$ 231,508 | \$ 231,508 | \$ 232,148 |
| Materials & Supplies | 8,222 | 8,000 | 8,000 | 8,000 |
| Other Services & Charges | 154,282 | 87,000 | 87,000 | 87,000 |
| Capital Expenditures | - | 5,000 | 5,000 | 12,000 |
| Contingency | - | - | - | - |
| Total Budget | \$ 372,933 | \$ 331,508 | \$ 331,508 | \$ 339,148 |

These expenditures are for the General Fund only.

F. Major Tasks

The Finance Department's major tasks for FY16 include:

- * Provide external and customer relations services that demonstrate concern for customer needs and achieve a 100% customer satisfaction rating.
- * Provide internal technical services that demonstrate concern for customer needs and achieve a 100% customer satisfaction rating.
- * Provide team support services that demonstrate concern for customer needs and achieve a 100% customer satisfaction rating.
- * Provide accounting and financial services and oversight to ensure compliance with local requirements and state law.



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

| Expenditure Classification | 2.0 Finance - General Fund Departmental Summary | | | | |
|--|--|----------------------------|------------------------------|-------------------|-------------------|
| | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
| 100 Personal Service | | | | | |
| 100 Salaries | \$ 141,845 | \$ 158,425 | \$ 158,425 | \$ 160,829 | \$ 165,651 |
| 101 Allowances | 240 | 240 | 240 | 240 | 240 |
| 102 FICA & Medicare | 9,709 | 12,138 | 12,138 | 12,322 | 12,568 |
| 103 Retirement | 23,390 | 27,814 | 27,814 | 25,207 | 25,711 |
| 104 Insurance - Employee | 32,638 | 29,891 | 29,891 | 30,549 | 30,549 |
| 105 Membership, Travel & Training | 2,021 | 3,000 | 3,000 | 3,000 | 3,000 |
| 106 Overtime | 586 | - | - | - | - |
| Total 100 Personal Service | \$ 210,429 | \$ 231,508 | \$ 231,508 | \$ 232,148 | \$ 237,718 |
| 200 Materials & Supplies | | | | | |
| 210 Office Supplies | \$ 8,222 | \$ 8,000 | \$ 8,000 | \$ 8,000 | \$ 8,000 |
| 211 Janitor Supplies | - | - | - | - | - |
| 212 Maintenance Supplies | - | - | - | - | - |
| 213 Fuel & Lubricants | - | - | - | - | - |
| 214 Small Tools | - | - | - | - | - |
| 215 Chemicals | - | - | - | - | - |
| Total 200 Materials & Supplies | \$ 8,222 | \$ 8,000 | \$ 8,000 | \$ 8,000 | \$ 8,000 |
| 300 Other Services & Charges | | | | | |
| 340 Professional Services | \$ 147,844 | \$ 80,000 | \$ 80,000 | \$ 80,000 | \$ 80,000 |
| 341 Utilities | - | - | - | - | - |
| 342 Maintenance Contractual | 6,438 | 7,000 | 7,000 | 7,000 | 7,000 |
| 342.1 Vehicle Repair | - | - | - | - | - |
| 343 Insurance - Property | - | - | - | - | - |
| 344 Refunds | - | - | - | - | - |
| Total 300 Services & Charges | \$ 154,282 | \$ 87,000 | \$ 87,000 | \$ 87,000 | \$ 87,000 |
| Subtotal Maintenance & Operations | \$ 372,933 | \$ 326,508 | \$ 326,508 | \$ 327,148 | \$ 332,718 |
| 400 Capital Expenditures | | | | | |
| 401 Office Equipment | \$ - | \$ 5,000 | \$ 5,000 | \$ 12,000 | \$ 5,000 |
| 402 Motor Vehicles & Machinery | - | - | - | - | - |
| 403 Other Equipment | - | - | - | - | - |
| 404 Projects | - | - | - | - | - |
| Total 400 Capital Expenditures | \$ - | \$ 5,000 | \$ 5,000 | \$ 12,000 | \$ 5,000 |
| Total Expenditures | \$ 372,933 | \$ 331,508 | \$ 331,508 | \$ 339,148 | \$ 337,718 |



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

DEPARTMENT PURPOSE AND FUNCTION

A. Department Name: MUNICIPAL COURT DEPARTMENT

B. Overall Purpose and Function:

The purpose of the Municipal Court Department is to serve the citizens of Bethany effectively and efficiently while providing courteous and professional assistance in every aspect of the municipal court.

C. Department Description

The Municipal Court serves the citizens of Bethany through unbiased and efficient processing of citizen's complaints, code violations, and traffic enforcement citations. The court handles all facets of this process from the initial filing of charges to final adjudication.

In 1995, the Interlocal Cooperation Agreement for Municipal court Jurisdiction concerning Juveniles was approved by the City Council and by the Attorney General's Office. This Agreement authorized the City of Bethany and the Municipal Court to establish, develop, and implement prevention or early intervention programs for local juvenile misdemeanor offenders and to assume jurisdiction of cases involving children less than eighteen years of age charged with violating municipal ordinances. This program, which has become a meaningful instrument in the City of Bethany's fight against juvenile crime, allows the resources available to the District Court to be focused more efficiently on more serious felony juvenile offenders of juveniles with significant histories of repeat offenses.

The Municipal Court is located on the east side of the building shared with the Police Department. Arraignments are conducted by the Judge each Thursday of the month. Disposition dockets on the second, third and fourth Wednesday of each month grant defendants the opportunity to speak with the City Prosecutor and Legal Assistant concerning their individual circumstances.

Trials are conducted on the second Wednesday of each month, beginning at 1:00 p.m. The citizens' complaint docket is held the third Wednesday at 10:00 a.m. The docket for juvenile offenders is held on the fourth Wednesday of each month beginning at 5:00 p.m.

Legal Department employees use personal computers and other office machines to accomplish the assigned tasks.



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

D. Staffing Summary

The positions budgeted in the Municipal Court Department include:

| Classification | FY 2015 | | FY 2016 |
|----------------------------------|----------|----------|----------|
| | Actual | Budget | Budget |
| Administrator/Court Clerk | 1 | 1 | 1 |
| Deputy Court Clerk | 1 | 1 | 1 |
| Customer Service Representatives | 2 | 2 | 2 |
| Part-time Municipal Judge | 1 | 1 | 1 |
| Part-time City Prosecutor | 1 | 1 | 1 |
| Total Positions | 6 | 6 | 6 |

The City Prosecutor and Municipal Judge are currently paid on a contract basis.

E. Financial Summary

| Description | FY14 Actual | FY15 Budget | FY15 Estimate | FY16 Budget |
|--------------------------|-------------------|-------------------|-------------------|-------------------|
| Personal Services | \$ 305,352 | \$ 344,592 | \$ 347,592 | \$ 373,639 |
| Materials & Supplies | 5,724 | 9,600 | 9,600 | 9,600 |
| Other Services & Charges | 33,171 | 54,500 | 51,500 | 51,000 |
| Capital Expenditures | 44,612 | 45,000 | 45,000 | 7,500 |
| Contingency | - | - | - | - |
| Total Budget | \$ 388,860 | \$ 453,692 | \$ 453,692 | \$ 441,739 |

F. Major Tasks

The Municipal Court Department’s major tasks for FY16 include:

* Municipal court personnel assist the City Prosecutor and Municipal Judge in their efforts to provide due process, prosecute actions to enforce applicable laws, and administer punishments for the convicted.

* The employees of the Court dedicate themselves to work in cooperation with law enforcement agencies to offer effective early intervention programs and deal pro actively with youth crime and related problems. The Juvenile Offender Program and truancy ordinances are positive indicators of the concern and commitment this community demonstrates to youth.



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

3.0 Legal and Municipal Court - General Fund

Departmental Summary

| Expenditure Classification | Actual | Approved | Year-End | Budget | Budget |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|
| | FY14 | Budget FY15 | Estimate FY15 | FY16 | FY17 |
| 100 Personal Service | | | | | |
| 100 Salaries | \$ 217,546 | \$ 240,476 | \$ 240,476 | \$ 253,241 | \$ 258,306 |
| 101 Allowances | 480 | 480 | 480 | 480 | 480 |
| 102 FICA & Medicare | 15,940 | 18,433 | 18,433 | 19,410 | 19,798 |
| 103 Retirement | 33,487 | 38,558 | 38,558 | 36,421 | 37,149 |
| 104 Insurance - Employee | 37,006 | 45,145 | 45,145 | 59,088 | 59,088 |
| 105 Membership, Travel & Training | 893 | 1,500 | 4,500 | 5,000 | 5,000 |
| 106 Overtime | - | - | - | - | - |
| Total 100 Personal Service | \$ 305,352 | \$ 344,592 | \$ 347,592 | \$ 373,639 | \$ 379,821 |
| 200 Materials & Supplies | | | | | |
| 210 Office Supplies | \$ 5,396 | \$ 8,500 | \$ 8,500 | \$ 8,500 | \$ 8,500 |
| 211 Janitor Supplies | 286 | 600 | 600 | 600 | 600 |
| 212 Maintenance Supplies | 43 | 500 | 500 | 500 | 300 |
| 213 Fuel & Lubricants | - | - | - | - | - |
| 214 Small Tools | - | - | - | - | - |
| 215 Chemicals | - | - | - | - | - |
| Total 200 Materials & Supplies | \$ 5,724 | \$ 9,600 | \$ 9,600 | \$ 9,600 | \$ 9,400 |
| 300 Other Services & Charges | | | | | |
| 340 Professional Services | \$ 4,442 | \$ 8,000 | \$ 8,000 | \$ 8,000 | \$ 8,000 |
| 341 Utilities | 8,727 | 9,500 | 9,500 | 9,500 | 9,595 |
| 342 Maintenance Contractual | 13,032 | 30,000 | 27,000 | 26,500 | 26,500 |
| 342.1 Vehicle Repair | - | - | - | - | - |
| 343 Insurance - Property | 6,971 | 7,000 | 7,000 | 7,000 | 7,700 |
| 344 Refunds | - | - | - | - | - |
| Total 300 Services & Charges | \$ 33,171 | \$ 54,500 | \$ 51,500 | \$ 51,000 | \$ 51,795 |
| Subtotal Maintenance & Operations | \$ 344,248 | \$ 408,692 | \$ 408,692 | \$ 434,239 | \$ 441,016 |
| 400 Capital Expenditures | | | | | |
| 401 Office Equipment | \$ 12,304 | \$ 45,000 | \$ 45,000 | \$ 7,500 | \$ 7,500 |
| 402 Motor Vehicles & Machinery | 32,309 | - | - | - | - |
| 403 Other Equipment | - | - | - | - | - |
| 404 Projects | - | - | - | - | - |
| Total 400 Capital Expenditures | \$ 44,612 | \$ 45,000 | \$ 45,000 | \$ 7,500 | \$ 7,500 |
| Total Expenditures | \$ 388,860 | \$ 453,692 | \$ 453,692 | \$ 441,739 | \$ 448,516 |



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

DEPARTMENT PURPOSE AND FUNCTION

A. Department Name: POLICE DEPARTMENT

B. Overall Purpose and Function:

The Bethany Police Department provides the highest quality law enforcement service to our community, always focusing on our citizen satisfaction through professionalism and continuous improvement in our processes by way of efficiency and exceptional employee performance.

C. Department Description

The Bethany Police Department consists of 30 commissioned officers, 11 civilian employees, and 1 part-time warrant officer. The department provides police and dispatch service 24 hours of each day from a central location on NW 36th Street. The animal control facility is located at 5100 N. College. The Police Department also operates a firearms training range that is located at the Bluff Creek Water Treatment Plant.

The Police Department’s vehicle fleet includes twenty four (24) marked patrol units, ten (10) unmarked vehicles, two (2) animal control pickup trucks, and one (1) van.

D. Staffing Summary

The positions budgeted in the Police Department include:

| Classification | FY 2015 | | FY 2016 |
|-------------------------------|-----------|-----------|-----------|
| | Actual | Budget | Budget |
| Police Chief | 1 | 1 | 1 |
| Deputy Police Chief | 1 | 1 | 1 |
| Administrative Assistant | 1 | 1 | 1 |
| Captain | 1 | 1 | 1 |
| Lieutenants | 7 | 7 | 7 |
| Investigators | 2 | 3 | 3 |
| Police Officer | 18 | 17 | 17 |
| Information Technology Tech | 1 | 1 | 1 |
| Communication Specialist | 7 | 7 | 7 |
| Animal Control Supervisor | 1 | 1 | 1 |
| Animal Control Officer | 2 | 2 | 2 |
| Part-time Communications Spec | 0 | 0 | 1 |
| Part-time Records Clerk | 1 | 1 | 1 |
| Part-time Warrant Officer | 1 | 1 | 1 |
| | 0 | 0 | 0 |
| Total Positions | 44 | 44 | 45 |



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

E. Financial Summary

| <u>Description</u> | <u>FY14 Actual</u> | <u>FY15 Budget</u> | <u>FY15 Estimate</u> | <u>FY16 Budget</u> |
|--------------------------|---------------------|---------------------|----------------------|---------------------|
| Personal Services | \$ 3,178,550 | \$ 3,381,319 | \$ 3,381,319 | \$ 3,439,592 |
| Materials & Supplies | 65,143 | 159,000 | 159,000 | 159,000 |
| Other Services & Charges | 272,035 | 309,000 | 309,000 | 309,000 |
| Capital Expenditures | - | 34,349 | 34,349 | 111,000 |
| Contingency | - | - | - | - |
| Total Budget | \$ 3,515,728 | \$ 3,883,668 | \$ 3,883,668 | \$ 4,018,592 |

The Police Department also plans on purchasing additional equipment using the Public Safety Fund.

F. Major Tasks

The Police Department's major tasks for FY16 include:

- * Provide professional administrative services for all police operations.
- * Provide support services including communications, records, and data processing. These essential services support the departments overall mission.
- * Conduct investigative services in a manner that demonstrates concern for the victim and provides quality evidence for successful legal prosecution.
- * Provide patrol with a full range of responsive services to emergencies, non emergencies, and other routine police responsibilities.
- * Control the domestic and wild animal population of the city and operation of a humane impoundment facility.
- * Provide for and maintain the department's facilities including the police station, firearms range and animal control facility.
- * Operate the holding facility in a manner that meets the minimum state requirements outlined by the state jail inspector's office, and passes their random jail inspections.



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

5.0 Police Department - General Fund

Departmental Summary

| Expenditure Classification | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
|--|---------------------|----------------------------|------------------------------|---------------------|---------------------|
| 100 Personal Service | | | | | |
| 100 Salaries | \$ 2,245,811 | \$ 2,274,485 | \$ 2,274,485 | \$ 2,338,728 | \$ 2,385,503 |
| 101 Allowances | 22,560 | 26,760 | 26,760 | 26,760 | 26,760 |
| 102 FICA & Medicare | 166,734 | 184,460 | 184,460 | 189,375 | 193,162 |
| 103 Retirement | 281,950 | 306,924 | 306,924 | 301,947 | 307,985 |
| 104 Insurance - Employee | 331,692 | 439,690 | 439,690 | 433,782 | 433,782 |
| 105 Membership, Travel & Training | 28,614 | 39,000 | 39,000 | 39,000 | 30,000 |
| 106 Overtime | 101,190 | 110,000 | 110,000 | 110,000 | 110,000 |
| Total 100 Personal Service | \$ 3,178,550 | \$ 3,381,319 | \$ 3,381,319 | \$ 3,439,592 | \$ 3,487,193 |
| 200 Materials & Supplies | | | | | |
| 210 Office Supplies | \$ 18,499 | \$ 22,500 | \$ 22,500 | \$ 22,500 | \$ 22,500 |
| 211 Janitor Supplies | 1,844 | 2,500 | 2,500 | 2,500 | 2,500 |
| 212 Maintenance Supplies | 42,028 | 41,500 | 41,500 | 41,500 | 41,500 |
| 213 Fuel & Lubricants | 2,773 | 92,500 | 92,500 | 92,500 | 92,500 |
| 214 Small Tools | - | - | - | - | - |
| 215 Chemicals | - | - | - | - | - |
| Total 200 Materials & Supplies | \$ 65,143 | \$ 159,000 | \$ 159,000 | \$ 159,000 | \$ 159,000 |
| 300 Other Services & Charges | | | | | |
| 340 Professional Services | \$ 33,061 | \$ 25,000 | \$ 25,000 | \$ 25,000 | \$ 20,000 |
| 341 Utilities | 44,918 | 48,000 | 48,000 | 48,000 | 48,000 |
| 342 Maintenance Contractual | 146,531 | 112,000 | 112,000 | 112,000 | 112,000 |
| 342.1 Vehicle Repair | - | 65,000 | 65,000 | 65,000 | 65,000 |
| 343 Insurance - Property | 47,525 | 59,000 | 59,000 | 59,000 | 59,000 |
| 344 Refunds | - | - | - | - | - |
| Total 300 Services & Charges | \$ 272,035 | \$ 309,000 | \$ 309,000 | \$ 309,000 | \$ 304,000 |
| Subtotal Maintenance & Operations | \$ 3,515,728 | \$ 3,849,319 | \$ 3,849,319 | \$ 3,907,592 | \$ 3,950,193 |
| 400 Capital Expenditures | | | | | |
| 401 Office Equipment | \$ - | \$ - | \$ - | \$ 15,000 | \$ 15,000 |
| 402 Motor Vehicles & Machinery | - | 29,271 | 29,271 | 64,000 | 64,000 |
| 403 Other Equipment | - | 5,078 | 5,078 | 32,000 | 32,000 |
| 404 Projects | - | - | - | - | - |
| Total 400 Capital Expenditures | - | 34,349 | 34,349 | 111,000 | 111,000 |
| Total Expenditures | \$ 3,515,728 | \$ 3,883,668 | \$ 3,883,668 | \$ 4,018,592 | \$ 4,061,193 |



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

DEPARTMENT PURPOSE AND FUNCTION

A. Department Name: FIRE DEPARTMENT

B. Overall Purpose and Function:

The Fire Department is an organization that through education, prevention and preparation, will provide a safe environment for the citizens of our community by developing and maintaining the skills, equipment and response levels to the highest standards in protecting life and property.

C. Department Description

The Bethany Fire Department is located at 3919 N. Rockwell Avenue. The department operates 24 hours per day. Each of the three shifts consists of seven paid career firefighters. Management services are provided by the Fire Chief.

Major equipment includes three (3) 1500 gpm pumping apparatus with one (1) being a 50 foot tele squirt, one (1) brush pumper and one (1) staff vehicle.

D. Staffing Summary

The budgeted positions in the Fire Department include:

| Classification | FY 2015 | | FY 2016 |
|------------------------|-----------|-----------|-----------|
| | Actual | Budget | Budget |
| Fire Chief | 1 | 1 | 1 |
| Assistant Fire Chief | 0 | 0 | 1 |
| Battalion Fire Chiefs | 3 | 3 | 3 |
| Captains | 3 | 3 | 3 |
| Drivers | 6 | 6 | 6 |
| Firefighters | 10 | 10 | 10 |
| Total Positions | 23 | 23 | 24 |



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

E. Financial Summary

| Description | FY14 Actual | FY15 Budget | FY15 Estimate | FY16 Budget |
|--------------------------|---------------------|---------------------|---------------------|---------------------|
| Personal Services | \$ 1,832,311 | \$ 1,892,359 | \$ 1,892,359 | \$ 1,986,118 |
| Materials & Supplies | 23,489 | 52,334 | 52,334 | 56,334 |
| Other Services & Charges | 295,591 | 293,880 | 293,880 | 293,880 |
| Capital Expenditures | 44,610 | 43,800 | 43,800 | 86,900 |
| Contingency | - | - | - | - |
| Total Budget | \$ 2,196,001 | \$ 2,282,373 | \$ 2,282,373 | \$ 2,423,232 |

F. Major Tasks

The Fire Department's major tasks for FY16 include:

- * Manage operations relative to the proper scheduling of personnel, accountability of equipment, improving service levels and developing and improving upon the department's practices and procedures.
- * Continue to develop professionally by attending various short courses, seminars and trade conferences.
- * Continue to provide increased custodial care and maintenance of the equipment, facility and grounds.
- * Conduct training, testing and promotional procedures in order to provide a highly qualified work force to respond to the emergency and non-emergency service needs of the community.
- * Increase the amount of public education efforts by becoming more involved within the community and creating cooperative agreements with local business entities.
- * Increase the visibility and availability of the fire department by getting out into the community through improved methods of delivering customer service to the citizens.
- * Continue to monitor local building and construction progress through improved methods of surveying new and existing business occupancies.
- * Continue to deliver and improve upon the ability to respond to any emergency situation and provide the proper protection of life and property.



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

6.0 Fire Department - General Fund

Departmental Summary

| Expenditure Classification | Actual | Approved | Year-End | Budget | Budget |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|
| | FY14 | Budget FY15 | Estimate FY15 | FY16 | FY17 |
| 100 Personal Service | | | | | |
| 100 Salaries | \$ 1,327,969 | \$ 1,316,183 | \$ 1,316,183 | \$ 1,392,293 | \$ 1,420,139 |
| 101 Allowances | 480 | 480 | 480 | 960 | 960 |
| 102 FICA & Medicare | 16,471 | 20,241 | 20,241 | 21,404 | 21,832 |
| 103 Retirement | 182,770 | 195,430 | 195,430 | 206,659 | 210,792 |
| 104 Insurance - Employee | 240,824 | 266,757 | 266,757 | 259,920 | 259,920 |
| 105 Membership, Travel & Training | 10,826 | 14,000 | 14,000 | 22,000 | 22,000 |
| 106 Overtime | 52,971 | 79,268 | 79,268 | 82,882 | 84,540 |
| Total 100 Personal Service | \$ 1,832,311 | \$ 1,892,359 | \$ 1,892,359 | \$ 1,986,118 | \$ 2,020,183 |
| 200 Materials & Supplies | | | | | |
| 210 Office Supplies | \$ 4,363.49 | \$ 5,000.00 | \$ 5,000.00 | \$ 9,000.00 | \$ 5,000.00 |
| 211 Operating Supplies | 1,967 | 2,200 | 2,200 | 2,200 | 1,500 |
| 212 Maintenance Supplies | 17,159 | 28,000 | 28,000 | 28,000 | 28,000 |
| 213 Fuel & Lubricants | - | 17,134 | 17,134 | 17,134 | 17,134 |
| 214 Small Tools | - | - | - | - | - |
| 215 Chemicals | - | - | - | - | - |
| Total 200 Materials & Supplies | \$ 23,489 | \$ 52,334 | \$ 52,334 | \$ 56,334 | \$ 51,634 |
| 300 Other Services & Charges | | | | | |
| 340 Professional Services | \$ 13,303 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 1,500 |
| 341 Utilities | 14,961 | 15,880 | 15,880 | 15,880 | 16,039 |
| 342 Maintenance Contractual | 250,719 | 242,000 | 242,000 | 242,000 | 242,000 |
| 342.1 Vehicle Repair | - | 6,000 | 6,000 | 6,000 | 6,000 |
| 343 Insurance - Property | 16,608 | 20,000 | 20,000 | 20,000 | 20,000 |
| 344 Refunds | - | - | - | - | - |
| Total 300 Services & Charges | \$ 295,591 | \$ 293,880 | \$ 293,880 | \$ 293,880 | \$ 285,539 |
| Subtotal Maintenance & Operations | \$ 2,151,390 | \$ 2,238,573 | \$ 2,238,573 | \$ 2,336,332 | \$ 2,357,356 |
| 400 Capital Expenditures | | | | | |
| 401 Office Equipment | \$ - | \$ - | \$ - | \$ - | \$ - |
| 402 Motor Vehicles & Machinery | 36,983 | - | - | - | - |
| 403 Other Equipment | - | 23,800 | 23,800 | - | - |
| 404 Projects | 7,627 | 20,000 | 20,000 | 86,900 | 86,900 |
| Total 400 Capital Expenditures | \$ 44,610 | \$ 43,800 | \$ 43,800 | \$ 86,900 | \$ 86,900 |
| Total Expenditures | \$ 2,196,001 | \$ 2,282,373 | \$ 2,282,373 | \$ 2,423,232 | \$ 2,444,256 |



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

DEPARTMENT PURPOSE AND FUNCTION

A. Department Name: COMMUNITY DEVELOPMENT DEPARTMENT

B. Overall Purpose and Function:

The Community Development Department's purpose is to help Bethany attain optimum physical and economic potential. We hope to accomplish this by providing a comprehensive service of planning, economic development facilitation, design engineering of public improvements and construction oversight of all aspects of public and private development.

C. Department Description

Development services consist of long-range planning, capital improvements planning and implementation, site plan and building review, building inspection, zoning and building code administration and compliance, licensing administration, design and engineering of all public improvements, public nuisance abatement and economic development services.

Community Development operates primarily in an office environment on the first floor of City Hall. However, certain staff members are called on to perform field investigation, meetings and inspections on a daily basis.

Major equipment includes two inspector's cars, a blue print machine, plotter and personal computers. Office staff also use copy machines and the telephone system to provide a wide variety of services to the public.

D. Staffing Summary

The positions budgeted in the Community Development Department include:

| Classification | FY 2015 | | FY 2016 |
|--------------------------------|---------|--------|---------|
| | Actual | Budget | Budget |
| Community Development Director | 1 | 1 | 1 |
| Administrative Assistant | 1 | 1 | 1 |
| Planner | 1 | 1 | 1 |
| Code Enforcement/Inspection | 2 | 2 | 2 |
| Total Positions | 5 | 5 | 5 |



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

E. Financial Summary

| <u>Description</u> | <u>FY14 Actual</u> | <u>FY15 Budget</u> | <u>FY15 Estimate</u> | <u>FY16 Budget</u> |
|--------------------------|--------------------|--------------------|----------------------|--------------------|
| Personal Services | \$ 304,236 | \$ 397,520 | \$ 397,520 | \$ 397,462 |
| Materials & Supplies | 7,868 | 23,250 | 23,250 | 23,250 |
| Other Services & Charges | 2,994 | 10,500 | 10,500 | 210,439 |
| Capital Expenditures | 1,947 | 22,000 | 22,000 | 22,000 |
| Contingency | - | - | - | - |
| Total Budget | \$ 317,045 | \$ 453,270 | \$ 453,270 | \$ 653,151 |

F. Major Tasks

The Community Development Department's major tasks for FY16 include:

- * Eliminate public nuisances within 20 days of receiving the complaint.
- * Comply with federal and state mandated Phase II storm water requirements.
- * Provide professional zoning and business regulation administration.
- * Provide professional inspection services within 24 hours of the request.
- * Conduct through development site plan review in a timely manner by processing each plan within seven work days.
- * Continue the Comprehensive Plan update process.



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

7.0 Community Development Departmental Summary

| Expenditure Classification | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
|--|-------------------|----------------------------|------------------------------|-------------------|-------------------|
| 100 Personal Service | | | | | |
| 100 Salaries | \$ 216,666 | \$ 282,180 | \$ 282,180 | \$ 285,902 | \$ 291,620 |
| 101 Allowances | 1,439 | 1,920 | 1,920 | 1,920 | 1,920 |
| 102 FICA & Medicare | 15,513 | 21,734 | 21,734 | 22,018 | 22,309 |
| 103 Retirement | 35,225 | 47,980 | 47,980 | 43,417 | 44,285 |
| 104 Insurance - Employee | 33,464 | 40,706 | 40,706 | 41,205 | 41,205 |
| 105 Membership, Travel & Training | 1,929 | 3,000 | 3,000 | 3,000 | 3,000 |
| 106 Overtime | - | - | - | - | - |
| Total 100 Personal Service | \$ 304,236 | \$ 397,520 | \$ 397,520 | \$ 397,462 | \$ 404,338 |
| 200 Materials & Supplies | | | | | |
| 210 Office Supplies | \$ 5,527 | \$ 5,750 | \$ 5,750 | \$ 5,750 | \$ 4,500 |
| 211 Janitor Supplies | - | - | - | - | - |
| 212 Maintenance Supplies | - | - | - | - | - |
| 213 Fuel & Lubricants | - | 10,000 | 10,000 | 10,000 | 10,000 |
| 214 Small Tools | - | - | - | - | - |
| 215 Chemicals | - | - | - | - | - |
| 216 Stormwater Education materials | 2,341 | 7,500 | 7,500 | 7,500 | 7,500 |
| Total 200 Materials & Supplies | \$ 7,868 | \$ 23,250 | \$ 23,250 | \$ 23,250 | \$ 22,000 |
| 300 Other Services & Charges | | | | | |
| 340 Professional Services | \$ 803 | \$ 5,000 | \$ 5,000 | \$ 204,939 | \$ 204,939 |
| 341 Utilities | - | - | - | - | - |
| 342 Maintenance Contractual | 2,191 | 5,000 | 5,000 | 5,000 | 5,000 |
| 342.1 Vehicle Repair | - | 500 | 500 | 500 | 500 |
| 343 Insurance - Property | - | - | - | - | - |
| 344 Refunds | - | - | - | - | - |
| Total 300 Services & Charges | \$ 2,994 | \$ 10,500 | \$ 10,500 | \$ 210,439 | \$ 210,439 |
| Subtotal Maintenance & Operations | \$ 315,098 | \$ 431,270 | \$ 431,270 | \$ 631,151 | \$ 636,777 |
| 400 Capital Expenditures | | | | | |
| 401 Office Equipment | \$ 1,947 | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ 2,500 |
| 402 Motor Vehicles & Machinery | - | 17,000 | 17,000 | 17,000 | - |
| 403 Other Equipment | - | - | - | - | - |
| 404 Projects | - | - | - | - | - |
| Total 400 Capital Expenditures | \$ 1,947 | \$ 22,000 | \$ 22,000 | \$ 22,000 | \$ 2,500 |
| Total Expenditures | \$ 317,045 | \$ 453,270 | \$ 453,270 | \$ 653,151 | \$ 639,277 |



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

DEPARTMENT PURPOSE AND FUNCTION

A. Department Name: PUBLIC WORKS DEPARTMENT-GENERAL GOVERNMENT OPERATIONS

B. Overall Purpose and Function:

The Public Works Department's purpose is to provide services that ensure efficiency and excellence in all departmental operations; attain a total commitment to constantly improve our street network and infrastructure to ensure safe and efficient utilization and appearance throughout our community; promote a customer based utility services program that exceeds customer concepts, while providing a clean environment and reliable service; support all city operations by maintaining equipment in a safe, reliable and cost effective manner by minimizing major repairs.

C. Department Description

The Public Works Department is responsible for street, parks and vehicle maintenance and repair. These activities are funded through the General Fund. The Public Works Department is also responsible for Bethany's solid waste, water and sewer water utilities. These activities are funded through the Bethany Public Works Authority Fund. The Public Works complex, located at 5300 North Central, includes the administrative offices, fleet maintenance and storage buildings. Public Works activities are budgeted by division for cost analysis and control purposes.

The Administration Division provides overall management and coordination for all divisions.

The Street Division provides general street maintenance and repair. This division is also responsible for maintaining storm drain facilities and public rights of way. The Street Division sweeps the streets and maintains all traffic control devices and signs.

The Parks Division maintains and operates the 150 acres of developed park land, Ripper Park Aquatic Center and the city owned cemetery.

The Fleet Maintenance Division provides maintenance on City owned motor vehicles and certain other equipment. Vehicles are serviced and repaired as needed.

The Street Division's equipment includes two 1-ton trucks, one wench truck, four 2-ton trucks, 1 street sweeper, 1 bobcat with two buckets and forklift, two sand spreaders, two loader-back hoes, one motor grader, one dozer, a paver and trailer, and other equipment.

The Parks Division's equipment includes four pickup trucks, one one-ton truck, one two-ton truck two Ford tractors, three commercial riding mowers, three tractor mounted flail mowers, push mowers and trimming equipment.



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

D. Staffing Summary

The positions budgeted in the General Fund include:

| <u>Classification</u> | <u>FY 2015</u> | | <u>FY 2016</u> |
|-------------------------------------|----------------|---------------|----------------|
| | <u>Actual</u> | <u>Budget</u> | <u>Budget</u> |
| <u>Administrative Division</u> | | | |
| City Engineer/Public Works Director | 1 | 1 | 1 |
| Administrative Assistant | 1 | 1 | 1 |
| Asst Public Works Director | 0 | 0 | 1 |
| <u>Vehicle Maintenance Division</u> | | | |
| Automotive Technician | 1 | 1 | 1 |
| <u>Street Division</u> | | | |
| Streets Division Foreman | 1 | 1 | 1 |
| Equipment Operator II | 1 | 1 | 2 |
| Equipment Operator I | 1 | 1 | 1 |
| Crew Worker I | 2 | 2 | 2 |
| Part-time Seasonal Worker 3 Month | 1 | 1 | 1 |
| Part-time Seasonal Worker 5 Month | 1 | 1 | 1 |
| <u>Parks Division</u> | | | |
| Parks Division Foreman | 1 | 1 | 1 |
| Equipment Operator II | 1 | 1 | 1 |
| Crew Worker II | 7 | 7 | 6 |
| Part-time Seasonal Worker 5 Month | 1 | 1 | 1 |
| Part-time Seasonal Worker 3 Month | 4 | 4 | 4 |
| Part-time Assistant Pool Manager | 2 | 2 | 2 |
| Part-time Lifeguards | 16 | 16 | 16 |
| Total Positions | 42 | 42 | 43 |

E. Financial Summary

| <u>Description</u> | <u>FY14 Actual</u> | <u>FY15 Budget</u> | <u>FY15 Estimate</u> | <u>FY16 Budget</u> |
|--------------------------|---------------------|---------------------|----------------------|---------------------|
| Personal Services | \$ 991,909 | \$ 1,135,006 | \$ 1,135,006 | \$ 1,180,266 |
| Materials & Supplies | 196,295 | 217,566 | 189,566 | 194,566 |
| Other Services & Charges | 287,043 | 274,918 | 274,918 | 253,813 |
| Capital Expenditures | - | 16,500 | 5,000 | 40,500 |
| Contingency | - | - | - | - |
| Total Budget | \$ 1,475,247 | \$ 1,643,990 | \$ 1,604,490 | \$ 1,669,145 |



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

F. Major Tasks

- * Provide administrative services that ensure excellence in all department operations.
- * Attain a total commitment to the Community Goal of constantly improving the street network to ensure safe and efficient circulation and appearance through the community.
- * Develop and maintain proper flood control infrastructure to prevent unnecessary inundation of private property and interruption of public services.
- * Serve internal customers by maintaining equipment in a safe, reliable and cost effective manner by minimizing major repairs.
- * Maintain existing parks, playgrounds, and city facilities to meet set standards
- * Provide professional operation of Ripper Park Aquatic Center
- * Update existing park facilities to improve public perception



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

8.0 Public Works-General Fund

Departmental Summary

| Expenditure Classification | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
|--|---------------------|----------------------------|------------------------------|---------------------|---------------------|
| 100 Personal Service | | | | | |
| 100 Salaries | \$ 665,194 | \$ 750,261 | \$ 750,261 | \$ 790,116 | \$ 805,918 |
| 101 Allowances | 1,243 | 720 | 720 | 960 | 960 |
| 102 FICA & Medicare | 49,645 | 59,076 | 59,076 | 62,143 | 63,386 |
| 103 Retirement | 95,535 | 111,741 | 111,741 | 102,984 | 105,044 |
| 104 Insurance - Employee | 169,278 | 182,758 | 182,758 | 193,614 | 193,614 |
| 105 Membership, Travel & Training | 1,684 | 6,200 | 6,200 | 6,200 | 5,200 |
| 106 Overtime | 9,330 | 24,250 | 24,250 | 24,250 | 24,250 |
| Total 100 Personal Service | \$ 991,909 | \$ 1,135,006 | \$ 1,135,006 | \$ 1,180,266 | \$ 1,198,371 |
| 200 Materials & Supplies | | | | | |
| 210 Office Supplies | \$ 1,548 | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ 5,000 |
| 211 Janitor Supplies | 874 | 2,900 | 2,900 | 2,900 | 2,800 |
| 212 Maintenance Supplies | 95,201 | 155,800 | 127,800 | 132,800 | 132,800 |
| 213 Fuel & Lubricants | 96,229 | 41,116 | 41,116 | 41,116 | 41,116 |
| 214 Small Tools | - | 1,000 | 1,000 | 1,000 | 1,000 |
| 215 Chemicals | 2,443 | 11,750 | 11,750 | 11,750 | 11,750 |
| Total 200 Materials & Supplies | \$ 196,295 | \$ 217,566 | \$ 189,566 | \$ 194,566 | \$ 194,466 |
| 300 Other Services & Charges | | | | | |
| 340 Professional Services | \$ 2,739 | \$ 10,700 | \$ 10,700 | \$ 10,700 | \$ 10,700 |
| 341 Utilities | 141,852 | 147,000 | 147,000 | 147,000 | 147,370 |
| 342 Maintenance Contractual | 112,081 | 87,868 | 87,868 | 53,500 | 53,500 |
| 342.1 Vehicle Repair | - | - | - | 13,263 | 13,263 |
| 343 Insurance - Property | 30,050 | 28,750 | 28,750 | 28,750 | 28,750 |
| 344 Refunds | 322 | 600 | 600 | 600 | 600 |
| Total 300 Services & Charges | \$ 287,043 | \$ 274,918 | \$ 274,918 | \$ 253,813 | \$ 254,183 |
| Subtotal Maintenance & Operations | \$ 1,475,247 | \$ 1,627,490 | \$ 1,599,490 | \$ 1,628,645 | \$ 1,647,020 |
| 400 Capital Expenditures | | | | | |
| 401 Office Equipment | \$ - | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ 5,000 |
| 402 Motor Vehicles & Machinery | - | - | - | - | - |
| 403 Other Equipment | - | - | - | 35,500 | - |
| 404 Projects | - | 11,500 | - | - | - |
| Total 400 Capital Expenditures | \$ - | \$ 16,500 | \$ 5,000 | \$ 40,500 | \$ 5,000 |
| Total Expenditures | \$ 1,475,247 | \$ 1,643,990 | \$ 1,604,490 | \$ 1,669,145 | \$ 1,652,020 |



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

8.1 Public Works - Administration- General Fund

Divisional Summary

| Expenditure Classification | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
|--|-------------------|----------------------------|------------------------------|-------------------|-------------------|
| 100 Personal Service | | | | | |
| 100 Salaries | \$ 65,480 | \$ 64,737 | \$ 64,737 | \$ 94,419 | \$ 96,307 |
| 101 Allowances | 240 | 240 | 240 | 480 | 480 |
| 102 FICA & Medicare | 4,819 | 5,086 | 5,086 | 7,374 | 7,522 |
| 103 Retirement | 10,824 | 11,653 | 11,653 | 15,086 | 15,388 |
| 104 Insurance - Employee | 21,632 | 9,571 | 9,571 | 17,064 | 17,064 |
| 105 Membership, Travel & Training | 1,094 | 3,700 | 3,700 | 3,700 | 3,700 |
| 106 Overtime | - | 1,500 | 1,500 | 1,500 | 1,500 |
| Total 100 Personal Service | \$ 104,088 | \$ 96,487 | \$ 96,487 | \$ 139,623 | \$ 141,961 |
| 200 Materials & Supplies | | | | | |
| 210 Office Supplies | \$ 1,395 | \$ 3,000 | \$ 3,000 | \$ 3,000 | \$ 3,000 |
| 211 Janitor Supplies | - | 800 | 800 | 800 | 800 |
| 212 Maintenance Supplies | 1,264 | 2,800 | 2,800 | 2,800 | 2,800 |
| 213 Fuel & Lubricants | - | - | - | - | - |
| 214 Small Tools | - | - | - | - | - |
| 215 Chemicals | - | - | - | - | - |
| Total 200 Materials & Supplies | \$ 2,660 | \$ 6,600 | \$ 6,600 | \$ 6,600 | \$ 6,600 |
| 300 Other Services & Charges | | | | | |
| 340 Professional Services | \$ 2,003 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 |
| 341 Utilities | 29,545 | 22,000 | 22,000 | 22,000 | 22,220 |
| 342 Maintenance Contractual | 1,817 | 11,500 | 11,500 | 11,500 | 11,500 |
| 342.1 Vehicle Repair | - | - | - | - | - |
| 343 Insurance - Property | 30,050 | 28,000 | 28,000 | 28,000 | 28,000 |
| 344 Refunds | - | - | - | - | - |
| Total 300 Services & Charges | \$ 63,414 | \$ 71,500 | \$ 71,500 | \$ 71,500 | \$ 71,720 |
| Subtotal Maintenance & Operations | \$ 170,162 | \$ 174,587 | \$ 174,587 | \$ 217,723 | \$ 220,281 |
| 400 Capital Expenditures | | | | | |
| 401 Office Equipment | \$ - | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ 5,000 |
| 402 Motor Vehicles & Machinery | - | - | - | - | - |
| 403 Other Equipment | - | - | - | - | - |
| 404 Projects | - | - | - | - | - |
| Total 400 Capital Expenditures | \$ - | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ 5,000 |
| Total Expenditures | \$ 170,162 | \$ 179,587 | \$ 179,587 | \$ 222,723 | \$ 225,281 |



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

8.2 Streets - General Fund

Divisional Summary

| Expenditure Classification | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
|--|-------------------|----------------------------|------------------------------|-------------------|-------------------|
| 100 Personal Service | | | | | |
| 100 Salaries | \$ 235,386 | \$ 224,388 | \$ 224,388 | \$ 240,208 | \$ 245,012 |
| 101 Allowances | 523 | 480 | 480 | 480 | 480 |
| 102 FICA & Medicare | 17,382 | 17,967 | 17,967 | 19,178 | 19,561 |
| 103 Retirement | 33,531 | 41,172 | 41,172 | 36,268 | 36,994 |
| 104 Insurance - Employee | 87,062 | 72,507 | 72,507 | 65,257 | 65,257 |
| 105 Membership, Travel & Training | - | 500 | 500 | 500 | 500 |
| 106 Overtime | 5,366 | 12,500 | 12,500 | 12,500 | 12,500 |
| Total 100 Personal Service | \$ 379,250 | \$ 369,514 | \$ 369,514 | \$ 374,391 | \$ 380,304 |
| 200 Materials & Supplies | | | | | |
| 210 Office Supplies | \$ - | \$ - | \$ - | \$ - | \$ - |
| 211 Janitor Supplies | - | - | - | - | - |
| 212 Maintenance Supplies | 42,870 | 75,000 | 75,000 | 75,000 | 75,000 |
| 213 Fuel & Lubricants | - | 21,300 | 21,300 | 21,300 | 21,300 |
| 214 Small Tools | - | 500 | 500 | 500 | 500 |
| 215 Chemicals | 90 | 750 | 750 | 750 | 750 |
| Total 200 Materials & Supplies | \$ 42,960 | \$ 97,550 | \$ 97,550 | \$ 97,550 | \$ 97,550 |
| 300 Other Services & Charges | | | | | |
| 340 Professional Services | \$ - | \$ - | \$ - | \$ - | \$ - |
| 341 Utilities | 101,325 | 110,000 | 110,000 | 110,000 | 110,000 |
| 342 Maintenance Contractual | 28,184 | 59,368 | 59,368 | 25,000 | 25,000 |
| 342.1 Vehicle Repair | - | 5,500 | 5,500 | 5,500 | 5,500 |
| 343 Insurance - Property | - | - | - | - | - |
| 344 Refunds | - | - | - | - | - |
| Total 300 Services & Charges | \$ 129,510 | \$ 174,868 | \$ 174,868 | \$ 140,500 | \$ 140,500 |
| Subtotal Maintenance & Operations | \$ 551,719 | \$ 641,932 | \$ 641,932 | \$ 612,441 | \$ 618,354 |
| 400 Capital Expenditures | | | | | |
| 401 Office Equipment | \$ - | \$ - | \$ - | \$ - | \$ - |
| 402 Motor Vehicles & Machinery | - | - | - | - | - |
| 403 Other Equipment | - | - | - | 35,500 | - |
| 404 Projects | - | 11,500 | - | - | - |
| Total 400 Capital Expenditures | \$ - | \$ 11,500 | \$ - | \$ 35,500 | \$ - |
| Total Expenditures | \$ 551,719 | \$ 653,432 | \$ 641,932 | \$ 647,941 | \$ 618,354 |



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

8.4 Fleet Maintenance - General Fund

Divisional Summary

| Expenditure Classification | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
|--|---------------------|----------------------------|------------------------------|--------------------|--------------------|
| 100 Personal Service | | | | | |
| 100 Salaries | \$ 29,407 | \$ 30,195 | \$ 30,195 | \$ 30,556 | \$ 31,167 |
| 101 Allowances | - | - | - | - | - |
| 102 FICA & Medicare | 2,145 | 2,482 | 2,482 | 2,510 | 2,560 |
| 103 Retirement | 4,820 | 5,688 | 5,688 | 5,134 | 5,237 |
| 104 Insurance - Employee | 6,314 | 8,936 | 8,936 | 6,087 | 6,087 |
| 105 Membership, Travel & Training | - | - | - | - | - |
| 106 Overtime | - | 2,250 | 2,250 | 2,250 | 2,250 |
| Total 100 Personal Service | \$ 42,686 | \$ 49,551 | \$ 49,551 | \$ 46,537 | \$ 47,301 |
| 200 Materials & Supplies | | | | | |
| 210 Office Supplies | - | 500 | 500 | 500 | 500 |
| 211 Janitor Supplies | - | - | - | - | - |
| 212 Maintenance Supplies | 16,290 | 20,000 | 20,000 | 20,000 | 20,000 |
| 213 Fuel & Lubricants | 96,229 | 4,816 | 4,816 | 4,816 | 4,816 |
| 214 Small Tools | - | - | - | - | - |
| 215 Chemicals | - | - | - | - | - |
| Total 200 Materials & Supplies | \$ 112,519 | \$ 25,316 | \$ 25,316 | \$ 25,316 | \$ 25,316 |
| 300 Other Services & Charges | | | | | |
| 340 Professional Services | - | - | - | - | - |
| 341 Utilities | - | - | - | - | - |
| 342 Maintenance Contractual | 74,657 | 5,000 | 5,000 | 5,000 | 5,000 |
| 342.1 Vehicle Repair | - | 7,013 | 7,013 | 7,013 | 7,013 |
| 343 Insurance - Property | - | - | - | - | - |
| 344 Refunds | - | - | - | - | - |
| Total 300 Services & Charges | \$ 74,657 | \$ 12,013 | \$ 12,013 | \$ 12,013 | \$ 12,013 |
| Subtotal Maintenance & Operations | \$ 229,862.5 | \$ 86,880.0 | \$ 86,880.0 | \$ 83,865.8 | \$ 84,629.8 |
| 400 Capital Expenditures | | | | | |
| 401 Office Equipment | - | - | - | - | - |
| 402 Motor Vehicles & Machinery | - | - | - | - | - |
| 403 Other Equipment | - | - | - | - | - |
| 404 Projects | - | - | - | - | - |
| Total 400 Capital Expenditures | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total Expenditures | \$ 229,862 | \$ 86,880 | \$ 86,880 | \$ 83,866 | \$ 84,630 |



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

8.5 Parks - General Fund

Divisional Summary

| Expenditure Classification | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
|--|-------------------|----------------------------|------------------------------|-------------------|-------------------|
| 100 Personal Service | | | | | |
| 100 Salaries | \$ 334,921 | \$ 430,941 | \$ 430,941 | \$ 424,933 | \$ 433,432 |
| 101 Allowances | 480 | - | - | - | - |
| 102 FICA & Medicare | 25,298 | 33,541 | 33,541 | 33,081 | 33,743 |
| 103 Retirement | 46,360 | 53,228 | 53,228 | 46,495 | 47,425 |
| 104 Insurance - Employee | 54,271 | 91,744 | 91,744 | 105,206 | 105,206 |
| 105 Membership, Travel & Training | 590 | 2,000 | 2,000 | 2,000 | 1,000 |
| 106 Overtime | 3,964 | 8,000 | 8,000 | 8,000 | 8,000 |
| Total 100 Personal Service | \$ 465,884 | \$ 619,454 | \$ 619,454 | \$ 619,716 | \$ 628,806 |
| 200 Materials & Supplies | | | | | |
| 210 Office Supplies | \$ 152 | \$ 1,500 | \$ 1,500 | \$ 1,500 | \$ 1,500 |
| 211 Janitor Supplies | 874 | 2,100 | 2,100 | 2,100 | 2,000 |
| 212 Maintenance Supplies | 34,778 | 58,000 | 30,000 | 35,000 | 35,000 |
| 213 Fuel & Lubricants | - | 15,000 | 15,000 | 15,000 | 15,000 |
| 214 Small Tools | - | 500 | 500 | 500 | 500 |
| 215 Chemicals | 2,353 | 11,000 | 11,000 | 11,000 | 11,000 |
| Total 200 Materials & Supplies | \$ 38,157 | \$ 88,100 | \$ 60,100 | \$ 65,100 | \$ 65,000 |
| 300 Other Services & Charges | | | | | |
| 340 Professional Services | \$ 736 | \$ 700 | \$ 700 | \$ 700 | \$ 700 |
| 341 Utilities | 10,982 | 15,000 | 15,000 | 15,000 | 15,150 |
| 342 Maintenance Contractual | 7,422 | 12,000 | 12,000 | 12,000 | 12,000 |
| 342.1 Vehicle Repair | - | 750 | 750 | 750 | 750 |
| 344 Refunds | 322 | 600 | 600 | 600 | 600 |
| Total 300 Services & Charges | \$ 19,462 | \$ 29,050 | \$ 29,050 | \$ 29,050 | \$ 29,200 |
| Subtotal Maintenance & Operations | \$ 523,503 | \$ 736,604 | \$ 708,604 | \$ 713,866 | \$ 723,006 |
| 400 Capital Expenditures | | | | | |
| 401 Office Equipment | \$ - | \$ - | \$ - | \$ - | \$ - |
| 402 Motor Vehicles & Machinery | - | - | - | - | - |
| 403 Other Equipment | - | - | - | - | - |
| 404 Projects | - | - | - | - | - |
| Total 400 Capital Expenditures | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total Expenditures | \$ 523,503 | \$ 736,604 | \$ 708,604 | \$ 713,866 | \$ 723,006 |



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

Department Purpose and Function

A. Department Name: Non-Departmental

B. Overall Purpose and Function:

The Non-Departmental Department is utilized to expense items not directly related to any specific department.

C. Department Description

The costs than can not be attributed to one particular function are also charged budgeted here.

D. Staffing Summary

There are no positions authorized or funded in this department.

E. Financial Summary

| Description | FY14 Actual | FY15 Budget | FY15 Estimate | FY16 Budget |
|-------------------------------------|--------------------|---------------------|----------------------|--------------------|
| 502 Litigation Contingency | \$ - | \$ 200,000 | \$ - | \$ - |
| 503 Emergency/Disaster Contingency | - | 2,300,000 | - | - |
| 504 Employee Severance Contingency | - | 74,705 | - | 74,705 |
| 507 Long Range Planning Services | - | 200,000 | 25,000 | 25,000 |
| 506 Compensated Absence Contingency | - | 30,000 | - | 30,000 |
| | - | - | - | - |
| Total 500 Contingency | \$ - | \$ 2,804,705 | \$ 25,000 | \$ 129,705 |

F. Major Tasks

No tasks have been assigned to this department.



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

99.0 Non-Departmental-General Fund Departmental Summary

| Expenditure Classification | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
|--|----------------|----------------------------|------------------------------|-------------------|----------------|
| 100 Personal Service | | | | | |
| 100 Salaries | \$ - | \$ - | \$ - | \$ - | \$ - |
| 101 Allowances | - | - | - | - | - |
| 102 FICA & Medicare | - | - | - | - | - |
| 103 Retirement | - | - | - | - | - |
| 104 Insurance - Employee | - | - | - | - | - |
| 105 Membership, Travel & Training | - | - | - | - | - |
| 106 Overtime | - | - | - | - | - |
| Total 100 Personal Service | \$ - | \$ - | \$ - | \$ - | \$ - |
| 200 Materials & Supplies | | | | | |
| 210 Office Supplies | \$ - | \$ - | \$ - | \$ - | \$ - |
| 211 Janitor Supplies | - | - | - | - | - |
| 212 Maintenance Supplies | - | - | - | - | - |
| 213 Fuel & Lubricants | - | - | - | - | - |
| 214 Small Tools | - | - | - | - | - |
| 215 Chemicals | - | - | - | - | - |
| Total 200 Materials & Supplies | \$ - | \$ - | \$ - | \$ - | \$ - |
| 300 Other Services & Charges | | | | | |
| 340 Professional Services | \$ - | \$ - | \$ - | \$ - | \$ - |
| 341 Utilities | - | - | - | - | - |
| 342 Maintenance Contractual | - | - | - | - | - |
| 342.1 Vehicle Repair | - | - | - | - | - |
| 343 Insurance - Property | - | - | - | - | - |
| 344 Refunds | - | - | - | - | - |
| Total 300 Services & Charges | \$ - | \$ - | \$ - | \$ - | \$ - |
| Subtotal Maintenance and Operations | \$ - | \$ - | \$ - | \$ - | \$ - |
| 400 Capital Expenditures | | | | | |
| 401 Office Equipment | \$ - | \$ - | \$ - | \$ - | \$ - |
| 402 Motor Vehicles & Machinery | - | - | - | - | - |
| 403 Other Equipment | - | - | - | - | - |
| 404 Projects | - | - | - | - | - |
| Total 400 Capital Expenditures | \$ - | \$ - | \$ - | \$ - | \$ - |
| 500 Contingency | | | | | |
| 502 Litigation Contingency | \$ - | \$ 200,000 | \$ - | \$ - | \$ - |
| 503 Emergency/Disaster Contingency | - | 2,300,000 | - | - | - |
| 504 Employee Severance Contingency | - | 74,705 | - | 74,705 | - |
| 507 Long Range Planning Services | - | 200,000 | 25,000 | 25,000 | - |
| 506 Compensated Absence Contingency | - | 30,000 | - | 30,000 | - |
| Total 500 Contingency | \$ - | \$ 2,804,705 | \$ 25,000 | \$ 129,705 | \$ - |
| Total Expenditures | \$ - | \$ 2,804,705 | \$ 25,000 | \$ 129,705 | \$ - |



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

Bethany Public Works Authority Fund

Fiscal Year 2015-16 Annual Budget



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

City of Bethany, Oklahoma

Bethany Public Works Authority Fund Description

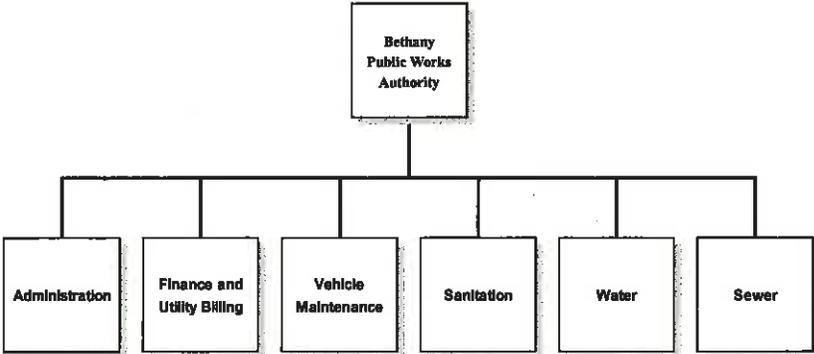
The Bethany Public Works Authority (Authority) is a public trust created to furnish services to residents of Bethany. The Authority may issue long term debt to finance any improvements required to fulfill the purposes outlined in the declaration of Trust. The City of Bethany is the beneficiary of the Trust estate.

The Mayor and Members of the City Council are Trustees. The City Manager and City Clerk serve as Trust Manager and Trust Clerk respectively.

The Bethany Public Works Authority is a proprietary fund used to account for the City's utility operations. Proprietary funds are used in governmental accounting to account for operations that are financed and operated in a manner similar to private business enterprises.

The Authority contracts with the Bethany-Warr Acres Public Works Authority for operations, maintenance and debt service of the Bluff Creek Wastewater Treatment Plant. This contract was signed May 13, 1974.

The Finance and Public Works Departments receive funding for utility operations through this fund. A departmental summary was provided in the General Fund for activities other than utility operations. The departmental summary in the Public Works Fund is only for utility and related support operations. The departments charged to the Public Works Fund can also be thought of as cost centers and are shown in the chart below.



It is important to note that part of the income from the sale of utilities is transferred to the general fund because the City's sales tax base is not sufficient to pay for all services provided by the City.

The Public Works continues to invest in replacement infrastructure as evidenced by the currently underway \$3.0 million sewer project in the west part of Bethany.



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

PUBLIC WORKS FUND FINANCIAL SUMMARY

| | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
|--|----------------------|----------------------------|------------------------------|----------------------|----------------------|
| Revenue | | | | | |
| Carryover From Previous Year | \$ 9,689,702 | \$ 9,660,071 | \$ 9,660,071 | \$ 8,189,981 | \$ 6,032,699 |
| Total Operating Revenue | 7,607,557 | 7,959,343 | 7,959,343 | 7,959,343 | 8,189,698 |
| Other Capital Transfers | - | 1,390,000 | - | - | - |
| Transfer Sales Tax From General Fund | 4,580,168 | 4,584,971 | 4,600,000 | 4,695,000 | 4,765,425 |
| Revenue Available for Appropriation | \$ 21,877,427 | \$ 23,594,385 | \$ 22,219,414 | \$ 20,844,324 | \$ 18,987,822 |
| Maintenance and Operations Expenditures | | | | | |
| Maintenance and Operations Expenditures | 4,874,287 | 5,749,387 | 5,749,387 | 5,842,702 | 5,860,720 |
| Capital Expenditures | 162,564 | 615,000 | 615,000 | 615,000 | 230,000 |
| Contingency | - | 755,000 | 250,000 | 755,000 | - |
| Debt Service on 2003 Sales Tax Bonds | 417,405 | 417,380 | 417,380 | 416,430 | 414,530 |
| Debt Service on OWRB DWSRF Loan | 434,189 | 666,481 | 664,898 | 668,029 | 665,802 |
| Debt Service on OWRB CWSRF Loan | 350,148 | 350,148 | 350,148 | 335,894 | 335,894 |
| Operating Transfer to General Fund | 1,800,000 | 1,800,000 | 1,800,000 | 1,900,000 | 2,000,000 |
| As a percent of Water Revenue | 60.94% | 58.01% | 58.01% | 61.23% | 62.58% |
| Transfer Sales Tax to General Fund | 3,778,639 | 3,782,601 | 3,795,000 | 3,873,375 | 3,931,476 |
| Transfer Sales Tax to CIP Fund | 400,124 | 384,990 | 387,620 | 405,195 | 419,419 |
| Total Expenditures and Transfers | 12,217,356 | 14,520,987 | 14,029,433 | 14,811,625 | 13,857,841 |
| FB Carryover to Next Fiscal Year | \$ 9,660,071 | \$ 9,073,398 | \$ 8,189,981 | \$ 6,032,699 | \$ 5,129,981 |



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

SUMMARY OF REVENUES, TRANSFERS AND EXPENDITURES

| | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
|---|----------------------|----------------------------|------------------------------|----------------------|----------------------|
| Revenue and Transfers In | | | | | |
| Water Service | \$ 2,953,577 | \$ 3,102,986 | \$ 3,102,986 | \$ 3,102,986 | \$ 3,196,076 |
| Sewer Service | 2,190,734 | 2,334,545 | 2,334,545 | 2,334,545 | 2,404,581 |
| Penalties | 136,316 | 110,000 | 110,000 | 110,000 | 110,000 |
| Water Taps | 959 | 2,500 | 2,500 | 2,500 | 2,500 |
| Sewer Taps | 250 | 750 | 750 | 750 | 750 |
| Misc. Income | 8,534 | 37,600 | 37,600 | 37,600 | 37,600 |
| Lease Income | 130,442 | 80,000 | 80,000 | 80,000 | 80,000 |
| Sanitation Service | 2,148,813 | 2,240,962 | 2,240,962 | 2,240,962 | 2,308,191 |
| Interest Income | 37,932 | 50,000 | 50,000 | 50,000 | 50,000 |
| Total Revenue | \$ 7,607,557 | \$ 7,959,343 | \$ 7,959,343 | \$ 7,959,343 | \$ 8,189,698 |
| Other transfers | - | - | 1,390,000 | - | - |
| Sales Tax Transfer from General Fund | 4,580,168 | 4,584,971 | 4,600,000 | 4,695,000 | 4,765,425 |
| Total Revenue and Transfers In | \$ 12,187,725 | \$ 12,544,314 | \$ 13,949,343 | \$ 12,654,343 | \$ 12,955,123 |
| Expenditures and Transfers Out | | | | | |
| Administration | \$ 344,213 | \$ 345,186 | \$ 345,186 | \$ 388,323 | \$ 394,160 |
| Finance - Utility Billing | 308,015 | 318,808 | 318,808 | 319,448 | 328,617 |
| Public Works - Fleet Maint. | 206,914 | 189,890 | 189,890 | 188,885 | 166,440 |
| Solid Waste | 1,277,273 | 1,640,668 | 1,640,668 | 1,644,666 | 1,657,146 |
| Water | 1,666,755 | 2,500,215 | 2,500,215 | 2,566,272 | 2,309,707 |
| Sewer | 277,048 | 463,620 | 463,620 | 444,108 | 328,650 |
| Payment to BWA-PWA | 1,161,510 | 1,056,000 | 1,056,000 | 1,056,000 | 1,056,000 |
| Other Payments and Contingency | - | 755,000 | 250,000 | 755,000 | - |
| Depreciation | 980,906 | | | | |
| Debt Service on OWRB SRF CW Loan | 350,148 | 350,148 | 350,148 | 335,894 | 335,894 |
| Debt Service on Water Refunding Loan | 434,189 | 666,481 | 664,898 | 668,029 | 665,802 |
| Debt Service on 2013 Sales Tax Bonds | 417,405 | 417,380 | 417,380 | 416,430 | 414,530 |
| Total Operating Expenses | \$ 7,424,376 | \$ 8,703,396 | \$ 8,196,813 | \$ 8,783,055 | \$ 7,656,946 |
| Transfer Surplus to General Fund | \$ 1,800,000 | \$ 1,800,000 | \$ 1,800,000 | \$ 1,900,000 | \$ 2,000,000 |
| Transfer Sales Tax to CIF | 400,124 | 384,990 | 387,620 | 405,195 | 419,419 |
| Transfer Sales Tax to General Fund | 3,778,639 | 3,782,601 | 3,795,000 | 3,873,375 | 3,931,476 |
| Total Transfers | \$ 5,978,763 | \$ 5,967,591 | \$ 5,982,620 | \$ 6,178,570 | \$ 6,350,895 |
| Total Expenditures and Transfers Out | \$ 13,403,139 | \$ 14,670,987 | \$ 14,179,433 | \$ 14,961,625 | \$ 14,007,841 |



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

PUBLIC WORKS FUND SUMMARY OF EXPENDITURES BY OBJECT CODE

| Expenditure Classification | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
|--|---------------------|----------------------------|------------------------------|---------------------|---------------------|
| 100 Personal Service | | | | | |
| 100 Salaries | \$ 1,331,905 | \$ 1,532,847 | \$ 1,532,847 | \$ 1,612,802 | \$ 1,643,041 |
| 101 Allowances | 3,840 | 3,360 | 3,360 | 4,080 | 4,080 |
| 102 FICA & Medicare | 178,025 | 122,319 | 122,319 | 128,490 | 131,060 |
| 103 Retirement | 231,675 | 280,294 | 280,294 | 262,859 | 263,558 |
| 104 Insurance - Employee | 393,740 | 457,643 | 457,643 | 481,546 | 484,601 |
| 105 Membership, Travel & Training | 6,915 | 9,500 | 9,500 | 9,500 | 8,500 |
| 106 Overtime | 20,289 | 52,250 | 52,250 | 52,250 | 52,250 |
| Total 100 Personal Service | \$ 2,166,387 | \$ 2,458,213 | \$ 2,458,213 | \$ 2,551,528 | \$ 2,587,090 |
| 200 Materials & Supplies | | | | | |
| 210 Office Supplies | \$ 45,384 | \$ 52,000 | \$ 52,000 | \$ 52,000 | \$ 52,800 |
| 211 Janitor Supplies | - | 2,750 | 2,750 | 2,750 | 2,750 |
| 212 Maintenance Supplies | 189,181 | 263,746 | 263,746 | 263,746 | 243,746 |
| 213 Fuel & Lubricants | 118,187 | 136,500 | 136,500 | 136,500 | 136,500 |
| 214 Small Tools | 402 | 3,000 | 3,000 | 3,000 | 500 |
| 215 Chemicals | 325,506 | 412,000 | 412,000 | 412,000 | 412,000 |
| Total 200 Materials & Supplies | \$ 678,660 | \$ 869,996 | \$ 869,996 | \$ 869,996 | \$ 848,296 |
| 300 Other Services & Charges | | | | | |
| 340 Professional Services | \$ 79,654 | \$ 96,962 | \$ 96,962 | \$ 96,962 | \$ 97,618 |
| 341 Utilities | 224,335 | 259,000 | 259,000 | 259,000 | 259,000 |
| 342 Maintenance Contractual | 509,007 | 888,817 | 888,817 | 888,817 | 888,817 |
| 342.1 Vehicle Repair | - | 24,000 | 24,000 | 24,000 | 24,000 |
| 343 Insurance - Property | 47,038 | 70,000 | 70,000 | 70,000 | 73,500 |
| 344 Refunds | 7,696 | 26,399 | 26,399 | 26,399 | 26,399 |
| Total 300 Services & Charges | \$ 867,729 | \$ 1,365,178 | \$ 1,365,178 | \$ 1,365,178 | \$ 1,369,334 |
| Subtotal Maintenance and Operations | \$ 3,712,777 | \$ 4,693,387 | \$ 4,693,387 | \$ 4,786,702 | \$ 4,804,720 |
| 400 Capital Expenditures | | | | | |
| 401 Office Equipment | \$ - | \$ - | \$ - | \$ - | \$ - |
| 402 Motor Vehicles & Machinery | - | 225,000 | 225,000 | 225,000 | 175,000 |
| 403 Other Equipment | 8,987 | 35,000 | 35,000 | 35,000 | - |
| 404 Projects | 153,577 | 355,000 | 355,000 | 355,000 | 55,000 |
| Total 400 Capital Expenditures | \$ 162,564 | \$ 615,000 | \$ 615,000 | \$ 615,000 | \$ 230,000 |
| 500 Contingency | | | | | |
| 501 Operating Contingency | \$ 204,876 | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 150,000 |
| 502 Litigation Contingency | - | 250,000 | 250,000 | 250,000 | - |
| 503 Storm Recovery Contingency | - | 300,000 | - | 300,000 | - |
| 505 Emergency Line Repair Contingency | - | 200,000 | - | 200,000 | - |
| 504 Compensated Absence Contingency | - | 5,000 | - | 5,000 | - |
| Total 500 Contingency | \$ 204,876 | \$ 905,000 | \$ 400,000 | \$ 905,000 | \$ 150,000 |
| Total Expenditures | \$ 4,080,217 | \$ 5,513,263 | \$ 5,708,387 | \$ 6,306,702 | \$ 5,184,720 |



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

Department Purpose and Function

A. Department Name: Public Works Department- Utility Operations

B. Overall Purpose and Function:

The Public Works Department's purpose is to provide administrative services that ensure efficiency and excellence in all departmental operations; attain a total commitment to constantly improve our street network and infrastructure to ensure safe and efficient utilization and appearance throughout our community; promote a customer based utility services program that exceeds customer concepts, while providing a clean environment and reliable service; support all city operations by maintaining equipment in a safe, reliable and cost effective manner by minimizing major repairs.

C. Department Description

The Public Works Department is responsible for street, parks and vehicle maintenance and repair. These activities are funded through the General Fund. The Public Works Department is also responsible for Bethany's solid waste, water and waste water utilities. These activities are funded through the Bethany Public Works Authority Fund. The Public Works complex, located at 5300 North Central, includes the administrative offices, fleet maintenance and storage buildings. Public Works activities are budgeted by division for cost analysis and control purposes.

The Administration Division provides overall management and coordination for all divisions. The General Fund also provides funding for these activities.

The Finance Department allocates utility billing activities to the Public Works Fund.

The Fleet Maintenance Division provides maintenance on all City-owned motor vehicles and certain other equipment. Vehicles are serviced every 3,000 miles and repaired as needed. Safety inspections are also provided for city owned vehicles. Water, wastewater and solid waste operations costs are charged to the Public Works Fund.

The Solid Waste Division provides twice a week residential solid waste pick up service for all city residences. This division also provides a variety of services for business and institutional customers. The Solid Waste Division provides a spring clean up to allow customers to dispose of items that are too large to fit into regular trash containers.



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

The Solid Waste Division uses eight heavy trucks with packer bodies to haul solid waste to the landfill.

The Utility Division provides customer service, maintains the water and wastewater systems and protects public health for the benefit of the City.

Water is pumped from water wells in the North Canadian Terrace Aquifer to the water plant. The water is then softened and pumped to town through the distribution system. The used water is then collected into the sewer collection system. The water plant, located west of Council Road on NW 50th, is staffed 24 hours per day 365 days per year. The shift operators treat the water, take chemical tests, and match the flow from the plant to the demand for water.

The maintenance staff maintains the 23 water wells, water plant equipment and grounds. The maintenance staff is also responsible for the booster stations and storage facilities.

The water crew repairs leaks and fire hydrants, performs routine maintenance on the distribution and maintains the shop building and grounds at NW 50th and College.

The sewer crew maintains the equipment and grounds at the nine lift stations, jets sewer stoppages and repairs damaged sewer mains.

The meter crew reads the meters and takes care of many problems related to field service.

D. Staffing Summary

The positions budgeted in the Public Works Utility Operations include:

| Classification | FY 2015 | | FY 2016 |
|------------------------------------|---------|--------|---------|
| | Actual | Budget | Budget |
| <u>Solid Waste Division</u> | | | |
| Solid Waste Supervisor | 1 | 1 | 1 |
| Solid Waste Truck Driver | 5 | 5 | 5 |
| Assistant Solid Waste Truck Driver | 2 | 2 | 2 |
| Solid Waste Collector | 8 | 8 | 8 |
| <u>Water Division</u> | | | |
| Utility Superintendent | 1 | 1 | 1 |
| Assistant Utility Superintendent | 0 | 0 | 1 |
| Water Plant Supervisor | 1 | 1 | 1 |
| Water Plant Mechanic | 1 | 1 | 1 |

(Continued next page.)



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

Water Division

| | | | |
|------------------------------------|-----------|-----------|-----------|
| Plant Operator | 5 | 5 | 6 |
| Utility Line Foreman | 1 | 1 | 1 |
| Crew Worker I | 1 | 0 | 0 |
| Crew Worker II | 4 | 5 | 6 |
| <u>Waste Water Division</u> | | | |
| Sanitary Sewer System Mechanic | 1 | 1 | 1 |
| Equipment Operator II | 2 | 2 | 2 |
| | 0 | 0 | 0 |
| Total Positions | 33 | 33 | 36 |

E. Financial Summary

| <u>Description</u> | <u>FY14 Actual</u> | <u>FY15 Budget</u> | <u>FY15 Estimate</u> | <u>FY16 Budget</u> |
|--------------------------|---------------------|---------------------|----------------------|---------------------|
| Personal Services | \$ 2,166,387 | \$ 2,458,213 | \$ 2,458,213 | \$ 2,551,528 |
| Materials & Supplies | 678,660 | 869,996 | 869,996 | 869,996 |
| Other Services & Charges | 867,729 | 1,365,178 | 1,365,178 | 1,365,178 |
| Capital Expenditures | 162,564 | 615,000 | 615,000 | 615,000 |
| Contingency | 204,876 | 905,000 | 400,000 | 905,000 |
| Total Budget | \$ 4,080,217 | \$ 6,213,387 | \$ 5,708,387 | \$ 6,306,702 |

F. Major Tasks

- * Provide administrative services that ensure excellence in all department operations.
- * Serve internal customers by maintaining equipment in a safe, reliable and cost effective manner by minimizing major repairs.
- * Promote a customer based Solid Waste program that exceeds customer expectations, while providing a clean environment and reliable service.
- * Produce drinking water that meets and exceeds all required standards.
- * Keep combined well and plant equipment downtime to less than 30 days per year.
- * Fix all water leaks including fire hydrants
- * Complete all locates on time.
- * Read all meters on time each month.
- * Replace all dead meters.
- * Complete all safety and license renewal training on time.
- * Keep lift station equipment downtime to less than 30 days per year.
- * Clear all stoppages in sewer collection line on the same day.



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

8.1 Public Works - Administration - Public Works Fund

| Expenditure Classification | Divisional Summary | | | | |
|--|--------------------|----------------------------|------------------------------|-------------------|-------------------|
| | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
| 100 Personal Service | | | | | |
| 100 Salaries | \$ 65,481 | \$ 64,737 | \$ 64,737 | \$ 94,419 | \$ 96,307 |
| 101 Allowances | 240 | 240 | 240 | 480 | 480 |
| 102 FICA & Medicare | 8,091 | 5,086 | 5,086 | 7,374 | 7,522 |
| 103 Retirement | 10,824 | 11,653 | 11,653 | 15,086 | 15,388 |
| 104 Insurance - Employee | 9 | 9,571 | 9,571 | 17,064 | 17,064 |
| 105 Membership, Travel & Training | - | - | - | - | - |
| 106 Overtime | - | 1,500 | 1,500 | 1,500 | 1,500 |
| Total 100 Personal Service | \$ 84,644 | \$ 92,787 | \$ 92,787 | \$ 135,923 | \$ 138,261 |
| 200 Materials & Supplies | | | | | |
| 210 Office Supplies | \$ - | \$ - | \$ - | \$ - | \$ - |
| 211 Janitor Supplies | - | - | - | - | - |
| 212 Maintenance Supplies | - | - | - | - | - |
| 213 Fuel & Lubricants | - | - | - | - | - |
| 214 Small Tools | - | - | - | - | - |
| 215 Chemicals | - | - | - | - | - |
| Total 200 Materials & Supplies | \$ - | \$ - | \$ - | \$ - | \$ - |
| 300 Other Services & Charges | | | | | |
| 340 Professional Services | \$ - | \$ 6,000 | \$ 6,000 | \$ 6,000 | \$ 6,000 |
| 341 Utilities | - | - | - | - | - |
| 342 Maintenance Contractual | - | - | - | - | - |
| 342.1 Vehicle Repair | - | - | - | - | - |
| 343 Insurance - Property | 46,996 | 70,000 | 70,000 | 70,000 | 73,500 |
| 344 Refunds | - | - | - | - | - |
| 345 Scrap Metal | 7,696 | 26,399 | 26,399 | 26,399 | 26,399 |
| Total 300 Services & Charges | \$ 54,692 | \$ 102,399 | \$ 102,399 | \$ 102,399 | \$ 105,899 |
| Subtotal Maintenance & Operations | \$ 139,336 | \$ 195,186 | \$ 195,186 | \$ 238,323 | \$ 244,160 |
| 400 Capital Expenditures | | | | | |
| 401 Office Equipment | \$ - | \$ - | \$ - | \$ - | \$ - |
| 402 Motor Vehicles & Machinery | - | - | - | - | - |
| 403 Other Equipment | - | - | - | - | - |
| 404 Projects | - | - | - | - | - |
| Total 400 Capital Expenditures | \$ - | \$ - | \$ - | \$ - | \$ - |
| 500 Contingency | | | | | |
| 501 Operating Contingency | \$ 204,876 | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 150,000 |
| Total 500 Contingency | \$ 204,876 | \$ 150,000 | \$ 150,000 | \$ 150,000 | \$ 150,000 |
| Total Expenditures | \$ 344,213 | \$ 345,186 | \$ 345,186 | \$ 388,323 | \$ 394,160 |



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

2.0 Finance - Public Works Fund
Departmental Summary

| Expenditure Classification | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
|--|-------------------|----------------------------|------------------------------|-------------------|-------------------|
| 100 Personal Service | | | | | |
| 100 Salaries | \$ 141,848 | \$ 158,425 | \$ 158,425 | \$ 160,829 | \$ 164,042 |
| 101 Allowances | 240 | 240 | 240 | 240 | 240 |
| 102 FICA & Medicare | 12,982 | 12,138 | 12,138 | 12,322 | 12,568 |
| 103 Retirement | 23,390 | 27,814 | 27,814 | 25,207 | 25,207 |
| 104 Insurance - Employee | 13,307 | 29,891 | 29,891 | 30,549 | 33,604 |
| 105 Membership, Travel & Training | 1,491 | 500 | 500 | 500 | 500 |
| 106 Overtime | 586 | - | - | - | - |
| Total 100 Personal Service | \$ 193,844 | \$ 229,008 | \$ 229,008 | \$ 229,648 | \$ 236,161 |
| 200 Materials & Supplies | | | | | |
| 210 Office Supplies | \$ 45,126 | \$ 45,000 | \$ 45,000 | \$ 45,000 | \$ 47,000 |
| 211 Janitor Supplies | - | - | - | - | - |
| 212 Maintenance Supplies | - | - | - | - | - |
| 213 Fuel & Lubricants | - | - | - | - | - |
| 214 Small Tools | - | - | - | - | - |
| 215 Chemicals | - | - | - | - | - |
| Total 200 Materials & Supplies | \$ 45,126 | \$ 45,000 | \$ 45,000 | \$ 45,000 | \$ 47,000 |
| 300 Other Services & Charges | | | | | |
| 340 Professional Services | \$ 48,691 | \$ 32,800 | \$ 32,800 | \$ 32,800 | \$ 33,456 |
| 341 Utilities | - | - | - | - | - |
| 342 Maintenance Contractual | 20,354 | 12,000 | 12,000 | 12,000 | 12,000 |
| 342.1 Vehicle Repair | - | - | - | - | - |
| 343 Insurance - Property | - | - | - | - | - |
| 344 Refunds | - | - | - | - | - |
| Total 300 Services & Charges | \$ 69,045 | \$ 44,800 | \$ 44,800 | \$ 44,800 | \$ 45,456 |
| Subtotal Maintenance & Operations | \$ 308,015 | \$ 318,808 | \$ 318,808 | \$ 319,448 | \$ 328,617 |
| 400 Capital Expenditures | | | | | |
| 401 Office Equipment | \$ - | \$ - | \$ - | \$ - | \$ - |
| 402 Motor Vehicles & Machinery | - | - | - | - | - |
| 403 Other Equipment | - | - | - | - | - |
| 404 Projects | - | - | - | - | - |
| Total 400 Capital Expenditures | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total Expenditures | \$ 308,015 | \$ 318,808 | \$ 318,808 | \$ 319,448 | \$ 328,617 |



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

8.4 Public Works - Fleet Maintenance - Public Works Fund

| Expenditure Classification | Divisional Summary | | | | |
|--|---------------------|----------------------------|------------------------------|---------------------|--------------------|
| | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
| 100 Personal Service | | | | | |
| 100 Salaries | \$ 9,802 | \$ 10,065 | \$ 10,065 | \$ 10,185 | \$ 10,389 |
| 101 Allowances | - | - | - | - | - |
| 102 FICA & Medicare | 3,987 | 827 | 827 | 837 | 853 |
| 103 Retirement | 1,607 | 1,896 | 1,896 | 1,711 | 1,746 |
| 104 Insurance - Employee | 7,711 | 2,979 | 2,979 | 2,029 | 2,029 |
| 105 Membership, Travel & Training | - | 500 | 500 | 500 | 500 |
| 106 Overtime | - | 750 | 750 | 750 | 750 |
| Total 100 Personal Service | \$ 23,107 | \$ 17,017 | \$ 17,017 | \$ 16,012 | \$ 16,267 |
| 200 Materials & Supplies | | | | | |
| 210 Office Supplies | - | 2,000 | 2,000 | 2,000 | 800 |
| 211 Operating Supplies | - | - | - | - | - |
| 212 Maintenance Supplies | 37,321 | 46,898 | 46,898 | 46,898 | 26,898 |
| 213 Fuel & Lubricants | 118,187 | 56,500 | 56,500 | 56,500 | 56,500 |
| 214 Small Tools | - | 1,500 | 1,500 | 1,500 | - |
| 215 Chemicals | - | - | - | - | - |
| Total 200 Materials & Supplies | \$ 155,508.4 | \$ 106,898.0 | \$ 106,898.0 | \$ 106,898.0 | \$ 84,198.0 |
| 300 Other Services & Charges | | | | | |
| 340 Professional Services | - | - | - | - | - |
| 341 Utilities | - | - | - | - | - |
| 342 Maintenance Contractual | 28,298 | 65,975 | 65,975 | 65,975 | 65,975 |
| 342.1 Vehicle Repair | - | - | - | - | - |
| 343 Insurance - Property | - | - | - | - | - |
| 344 Refunds | - | - | - | - | - |
| Total 300 Services & Charges | \$ 28,298 | \$ 65,975 | \$ 65,975 | \$ 65,975 | \$ 65,975 |
| Subtotal Maintenance & Operations | \$ 206,914 | \$ 189,890 | \$ 189,890 | \$ 188,885 | \$ 166,440 |
| 400 Capital Expenditures | | | | | |
| 401 Office Equipment | - | - | - | - | - |
| 402 Motor Vehicles & Machinery | - | - | - | - | - |
| 403 Other Equipment | - | - | - | - | - |
| 404 Projects | - | - | - | - | - |
| Total 400 Capital Expenditures | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total Expenditures | \$ 206,914 | \$ 189,890 | \$ 189,890 | \$ 188,885 | \$ 166,440 |



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

8.3 Public Works - Solid Waste - Public Works Fund

Divisional Summary

| Expenditure Classification | Actual | Approved | Year-End | Budget | Budget |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|
| | FY14 | Budget FY15 | Estimate FY15 | FY16 | FY17 |
| 100 Personal Service | | | | | |
| 100 Total Salaries | \$ 524,579 | \$ 585,770 | \$ 585,770 | \$ 602,154 | \$ 614,197 |
| 101 Allowances | 480 | 480 | 480 | 480 | 480 |
| 102 FICA & Medicare | 104,185 | 45,613 | 45,613 | 46,867 | 47,804 |
| 103 Retirement | 96,285 | 104,523 | 104,523 | 95,877 | 95,877 |
| 104 Insurance - Employee | 225,160 | 224,682 | 224,682 | 219,688 | 219,688 |
| 105 Membership, Travel & Training | - | 500 | 500 | 500 | - |
| 106 Overtime | 3,818 | 10,000 | 10,000 | 10,000 | 10,000 |
| Total 100 Personal Service | \$ 954,507 | \$ 971,568 | \$ 971,568 | \$ 975,566 | \$ 988,046 |
| 200 Materials & Supplies | | | | | |
| 210 Office Supplies | \$ - | \$ - | \$ - | \$ - | \$ - |
| 211 Janitor Supplies | - | - | - | - | - |
| 212 Maintenance Supplies | 28,487 | 40,600 | 40,600 | 40,600 | 40,600 |
| 213 Fuel & Lubricants | - | 60,000 | 60,000 | 60,000 | 60,000 |
| 214 Small Tools | 72 | 500 | 500 | 500 | 500 |
| 215 Chemicals | - | - | - | - | - |
| Total 200 Materials & Supplies | \$ 28,559.2 | \$ 101,100.0 | \$ 101,100.0 | \$ 101,100.0 | \$ 101,100.0 |
| 300 Other Services & Charges | | | | | |
| 340 Professional Services | \$ - | \$ - | \$ - | \$ - | \$ - |
| 341 Utilities | - | - | - | - | - |
| 342 Maintenance Contractual | 294,207 | 373,000 | 373,000 | 373,000 | 373,000 |
| 342.1 Vehicle Repair | - | 20,000 | 20,000 | 20,000 | 20,000 |
| 343 Insurance - Property | - | - | - | - | - |
| 344 Refunds | - | - | - | - | - |
| Total 300 Services & Charges | \$ 294,207 | \$ 393,000 | \$ 393,000 | \$ 393,000 | \$ 393,000 |
| Subtotal Maintenance & Operations | \$ 1,277,273 | \$ 1,465,668 | \$ 1,465,668 | \$ 1,469,666 | \$ 1,482,146 |
| 400 Capital Expenditures | | | | | |
| 401 Office Equipment | \$ - | \$ - | \$ - | \$ - | \$ - |
| 402 Motor Vehicles & Machinery | - | 175,000 | 175,000 | 175,000 | 175,000 |
| 403 Other Equipment | - | - | - | - | - |
| 404 Projects | - | - | - | - | - |
| Total 400 Capital Expenditures | \$ - | \$ 175,000 | \$ 175,000 | \$ 175,000 | \$ 175,000 |
| Total Expenditures | \$ 1,277,273 | \$ 1,640,668 | \$ 1,640,668 | \$ 1,644,666 | \$ 1,657,146 |



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

12.1 Utility - Water - Public Works Fund

Divisional Summary

| Expenditure Classification | Actual | Approved | Year-End | Budget | Budget |
|--|---------------------|---------------------|---------------------|---------------------|---------------------|
| | FY14 | Budget FY15 | Estimate FY15 | FY16 | FY17 |
| 100 Personal Service | | | | | |
| 100 Salaries | \$ 477,226 | \$ 599,674 | \$ 599,674 | \$ 644,539 | \$ 657,430 |
| 101 Allowances | 2,880 | 2,400 | 2,400 | 2,880 | 2,880 |
| 102 FICA & Medicare | 37,401 | 48,736 | 48,736 | 52,205 | 53,249 |
| 103 Retirement | 80,219 | 111,679 | 111,679 | 106,799 | 106,799 |
| 104 Insurance - Employee | 111,144 | 153,066 | 153,066 | 175,189 | 175,189 |
| 105 Membership, Travel & Training | 5,094 | 7,500 | 7,500 | 7,500 | 7,500 |
| 106 Overtime | 11,011 | 25,000 | 25,000 | 25,000 | 25,000 |
| Total 100 Personal Service | \$ 724,975 | \$ 948,055 | \$ 948,055 | \$ 1,014,112 | \$ 1,028,047 |
| 200 Materials & Supplies | | | | | |
| 210 Office Supplies | \$ 259 | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ 5,000 |
| 211 Janitor Supplies | - | 2,750 | 2,750 | 2,750 | 2,750 |
| 212 Maintenance Supplies | 110,579 | 129,248 | 129,248 | 129,248 | 129,248 |
| 213 Fuel & Lubricants | - | 10,000 | 10,000 | 10,000 | 10,000 |
| 214 Small Tools | 151 | 500 | 500 | 500 | - |
| 215 Chemicals | 324,517 | 410,000 | 410,000 | 410,000 | 410,000 |
| Total 200 Materials & Supplies | \$ 435,506 | \$ 557,498 | \$ 557,498 | \$ 557,498 | \$ 556,998 |
| 300 Other Services & Charges | | | | | |
| 340 Professional Services | \$ 30,913 | \$ 57,662 | \$ 57,662 | \$ 57,662 | \$ 57,662 |
| 341 Utilities | 220,695 | 250,000 | 250,000 | 250,000 | 250,000 |
| 342 Maintenance Contractual | 123,811 | 375,000 | 375,000 | 375,000 | 375,000 |
| 342.1 Vehicle Repair | - | 2,000 | 2,000 | 2,000 | 2,000 |
| 343 Insurance - Property | 41 | - | - | - | - |
| 344 Refunds | - | - | - | - | - |
| Total 300 Services & Charges | \$ 375,460 | \$ 684,662 | \$ 684,662 | \$ 684,662 | \$ 684,662 |
| Subtotal Maintenance & Operations | \$ 1,535,941 | \$ 2,190,215 | \$ 2,190,215 | \$ 2,256,272 | \$ 2,269,707 |
| 400 Capital Expenditures | | | | | |
| 401 Office Equipment | \$ - | \$ - | \$ - | \$ - | \$ - |
| 402 Motor Vehicles & Machinery | - | 50,000 | 50,000 | 50,000 | - |
| 403 Other Equipment | 8,987 | 35,000 | 35,000 | 35,000 | - |
| 404 Projects | 121,827 | 225,000 | 225,000 | 225,000 | 40,000 |
| Total 400 Capital Expenditures | \$ 130,814 | \$ 310,000 | \$ 310,000 | \$ 310,000 | \$ 40,000 |
| Total Expenditures | \$ 1,666,755 | \$ 2,500,215 | \$ 2,500,215 | \$ 2,566,272 | \$ 2,309,707 |



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

12.2 Utility - Sewer - Public Works Fund

Divisional Summary

| Expenditure Classification | Divisional Summary | | | | |
|--|---------------------|----------------------------|------------------------------|---------------------|---------------------|
| | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
| 100 Personal Service | | | | | |
| 100 Salaries | \$ 112,968 | \$ 114,176 | \$ 114,176 | \$ 100,675 | \$ 100,675 |
| 101 Allowances | - | - | - | - | - |
| 102 FICA & Medicare | 11,379 | 9,919 | 9,919 | 8,886 | 9,064 |
| 103 Retirement | 19,349 | 22,729 | 22,729 | 18,178 | 18,542 |
| 104 Insurance - Employee | 36,409 | 37,454 | 37,454 | 37,027 | 37,027 |
| 105 Membership, Travel & Training | 330 | 500 | 500 | 500 | - |
| 106 Overtime | 4,874 | 15,000 | 15,000 | 15,000 | 15,000 |
| Total 100 Personal Service | \$ 185,310 | \$ 199,778 | \$ 199,778 | \$ 180,266 | \$ 180,308 |
| 200 Materials & Supplies | | | | | |
| 210 Office Supplies | \$ - | \$ - | \$ - | \$ - | \$ - |
| 211 Janitor Supplies | - | - | - | - | - |
| 212 Maintenance Supplies | 12,794 | 47,000 | 47,000 | 47,000 | 47,000 |
| 213 Fuel & Lubricants | - | 10,000 | 10,000 | 10,000 | 10,000 |
| 214 Small Tools | 178 | 500 | 500 | 500 | - |
| 215 Chemicals | 989 | 2,000 | 2,000 | 2,000 | 2,000 |
| Total 200 Materials & Supplies | \$ 13,960.91 | \$ 59,500.00 | \$ 59,500.00 | \$ 59,500.00 | \$ 59,000.00 |
| 300 Other Services & Charges | | | | | |
| 340 Professional Services | \$ 50 | \$ 500 | \$ 500 | \$ 500 | \$ 500 |
| 341 Utilities | 3,640 | 9,000 | 9,000 | 9,000 | 9,000 |
| 342 Maintenance Contractual | 42,337 | 62,842 | 62,842 | 62,842 | 62,842 |
| 342.1 Vehicle Repair | - | 2,000 | 2,000 | 2,000 | 2,000 |
| 343 Insurance - Property | - | - | - | - | - |
| 344 Refunds | - | - | - | - | - |
| Total 300 Services & Charges | \$ 46,027 | \$ 74,342 | \$ 74,342 | \$ 74,342 | \$ 74,342 |
| Subtotal Maintenance & Operations | \$ 245,298 | \$ 333,620 | \$ 333,620 | \$ 314,108 | \$ 313,650 |
| 400 Capital Expenditures | | | | | |
| 401 Office Equipment | \$ - | \$ - | \$ - | \$ - | \$ - |
| 402 Motor Vehicles & Machinery | - | - | - | - | - |
| 403 Other Equipment | - | - | - | - | - |
| 404 Projects | 31,750 | 130,000 | 130,000 | 130,000 | 15,000 |
| Total 400 Capital Expenditures | \$ 31,750 | \$ 130,000 | \$ 130,000 | \$ 130,000 | \$ 15,000 |
| Total Expenditures | \$ 277,048 | \$ 463,620 | \$ 463,620 | \$ 444,108 | \$ 328,650 |



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

99.0 Non-Departmental-Public Works Fund

Departmental Summary

| Expenditure Classification | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
|--|---------------------|----------------------------|------------------------------|---------------------|---------------------|
| 300 Other Services & Charges | | | | | |
| 397 Sewer Treatment Expense | \$ 1,161,510 | \$ 1,056,000 | \$ 1,056,000 | \$ 1,056,000 | \$ 1,056,000 |
| Total 300 Services & Charges | <u>1,161,510</u> | <u>1,056,000</u> | <u>1,056,000</u> | <u>1,056,000</u> | <u>1,056,000</u> |
| Subtotal Maintenance and Operations | \$ 1,161,510 | \$ 1,056,000 | \$ 1,056,000 | \$ 1,056,000 | \$ 1,056,000 |
| 400 Capital Expenditures | | | | | |
| 404 Projects | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total 400 Capital Expenditures | \$ - | \$ - | \$ - | \$ - | \$ - |
| 500 Contingency | | | | | |
| 503 Storm Recovery Contingency | \$ - | \$ 300,000 | \$ - | \$ 300,000 | \$ 300,000 |
| 503 Litigation Contingency | - | 250,000 | 250,000 | 250,000 | 250,000 |
| 505 Emergency Line repair contingency | - | 200,000 | - | 200,000 | 200,000 |
| 506 Compensated Absence Contingency | - | 5,000 | - | 5,000 | 5,000 |
| Total 500 Contingency | \$ - | \$ 755,000 | \$ 250,000 | \$ 755,000 | \$ 755,000 |
| 600 Debt Service | | | | | |
| 601 Interest Expense | 454,319 | 753,739 | 753,739 | 740,084 | 735,957 |
| Total 600 Debt Service | \$ 454,319.22 | \$ 753,739.00 | \$ 753,739.00 | \$ 740,083.89 | \$ 735,956.89 |
| Transfers-In | | | | | |
| 810 Operating Transfer In - GF Sales Tax | 4,580,168 | 4,584,971 | 4,600,000 | 4,695,000 | 4,765,425 |
| 825 Op Xfer from CDBG | - | - | - | - | - |
| Total Transfers-In | \$ 4,580,168 | \$ 4,584,971 | \$ 4,600,000 | \$ 4,695,000 | \$ 4,765,425 |
| Transfers Out | | | | | |
| 900 Transfers to General Fund | \$ 1,800,000 | \$ 1,800,000 | \$ 1,800,000 | \$ 1,900,000 | \$ 2,000,000 |
| 905 Transfer to CIP Projects | - | - | 500,000 | - | - |
| 910 Operating Transfer Out- CIP Sales Tax | 400,124 | 384,990 | 387,620 | 405,195 | 419,419 |
| 931 Operating Transfer Out - GFSales Tax | 3,778,639 | 3,782,601 | 3,795,000 | 3,873,375 | 3,931,476 |
| Total Transfers Out | \$ 5,978,763 | \$ 5,967,591 | \$ 6,482,620 | \$ 6,178,570 | \$ 6,350,895 |
| Total Expenditures and Transfers | <u>\$ 3,014,424</u> | <u>\$ 3,947,359</u> | <u>\$ 3,942,359</u> | <u>\$ 4,034,654</u> | <u>\$ 4,132,427</u> |



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

CITY OF BETHANY, OKLAHOMA

CAPITAL IMPROVEMENT FUND

FISCAL YEAR 2015-2016 ANNUAL BUDGET



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

CITY OF BETHANY, OKLAHOMA

CAPITAL IMPROVEMENT FUND DESCRIPTION

In January 1990, the Bethany City Council adopted an ambitious Capital Improvements Program requiring nearly \$23 million and spanning the next fifteen years. The CIP identified short and long range projects, sources for funding, and established completion timetables. The program is reviewed at least once annually to reorder priorities and amend projects as necessary in response to changing needs of the community.

The Capital Improvements Fund is accounted for as a capital projects fund. Capital projects funds are used in governmental accounting to account for financial resources used for the acquisition and construction of major capital facilities (other than those financed by proprietary funds).

Income is provided by transfers from the Bethany Public Works Authority, interest income from investments, and various federal, state and county government sources.

On July 24, 1990, the citizens of Bethany approved an initiative petition increasing the sales tax levy from 2% to 3%. By the terms of the petition, seventy percent (70%) of the additional levy must be utilized for capital improvements, which includes projects and equipment.

During FY15 this source of revenue is estimated to generate approximately \$384,990. This is net of the debt on the new Police, Court and Animal Control facilities.



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

**CAPITAL IMPROVEMENT FUND
SUMMARY OF REVENUES, TRANSFERS AND EXPENDITURES**

| Funding Sources | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
|---|------------------------|-------------------------------------|---------------------------------------|------------------------|------------------------|
| Interest Income | \$ 461 | \$ 3,500 | \$ 3,500 | \$ 3,500 | \$ 3,500 |
| Dedicated Sales Tax (Net) | 463,682 | 395,490 | 395,490 | 405,195 | 419,419 |
| CDBG | - | 62,821 | - | 62,821 | - |
| GO Bond Proceeds | - | - | - | - | - |
| Transfer F/ Public Works Authority | - | - | 500,000 | - | - |
| Miscellaneous revenue | 605 | - | - | - | - |
| Total Funding Sources | \$ 464,747 | \$ 461,811 | \$ 898,990 | \$ 471,516 | \$ 422,919 |
| Street Overlays and Sidewalks | \$ - | \$ 400,000 | \$ - | \$ 400,000 | \$ 200,000 |
| CDBG Project Costs | - | 150,000 | - | 150,000 | - |
| Joint City/County Street Projects | - | 400,000 | - | 400,000 | 200,000 |
| Contingency for Preliminary engineering | - | 15,000 | - | 15,000 | 15,000 |
| Downtown Parking Lot Improvements | - | 75,000 | - | 75,000 | - |
| Fire Department Equipment(Siren) | 20,976 | 90,000 | 1,390,000 | - | - |
| Community Development Equipment | - | - | - | - | - |
| Police Department Equipment | 38,663 | - | - | - | - |
| Public Works Administration | - | - | - | - | - |
| Playground Equipment | - | 30,000 | - | 30,000 | 30,000 |
| Municipal Court Equipment | 9,975 | - | - | - | - |
| Capital Lease principal payments | - | - | - | - | - |
| Total Estimated Project Costs | 69,614 | 1,160,000 | 1,390,000 | 1,070,000 | 445,000 |
| Beginning Fund Balance | 1,092,830 | 1,487,963 | 1,487,963 | 996,953 | 398,469 |
| Ending Fund Balance | \$ 1,487,963 | \$ 789,774 | \$ 996,953 | \$ 398,469 | \$ 376,388 |



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

CITY OF BETHANY, OKLAHOMA

PARKS AND STREETS IMPROVEMENT FUND

FISCAL YEAR 2015-2016 ANNUAL BUDGET



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

CITY OF BETHANY, OKLAHOMA

PARKS AND STREETS IMPROVEMENT FUND

The Parks and Streets Improvements Fund is accounted for as a capital projects fund. Capital projects funds are used in governmental accounting to account for financial resources used for the acquisition and construction of major capital facilities (other than those financed by proprietary funds).

Income is provided by transfers from other funds, donations and other income.

The City will primarily use this fund to improve our parks.

**PARKS AND STREETS CAPITAL IMPROVEMENT FUND
SUMMARY OF REVENUES, TRANSFERS AND EXPENDITURES**

| | <u>Actual FY14</u> | <u>Approved Budget FY15</u> | <u>Year-End Estimate FY15</u> | <u>Budget FY16</u> | <u>Budget FY17</u> |
|--------------------------------------|------------------------|-------------------------------------|---------------------------------------|------------------------|------------------------|
| Funding Sources | | | | | |
| Interest Income | \$ 20 | \$ - | \$ - | \$ - | \$ - |
| CE Mendenhall Park Project | - | - | - | - | - |
| Street Landscape Projects | - | - | - | - | - |
| Centennial Mural Project | - | - | - | - | - |
| Eldon Lyon Park easement | - | - | - | - | - |
| W Taylor Eldon Lyon Park Memorial | - | - | - | - | - |
| Transfers In | - | - | - | - | - |
| Total Funding Sources | \$ 20 | \$ - | \$ - | \$ - | \$ - |
| | | | | | |
| CE Mendenhall Park Project | - | - | - | - | - |
| Street Landscape Projects | - | - | - | - | - |
| Centennial Mural Project | - | - | - | - | - |
| Park Improvements | - | 36,800 | - | 36,800 | - |
| W Taylor Eldon Lyon Park Memorial | - | - | - | - | - |
| Total Estimated Project Costs | \$ - | \$ 36,800 | \$ - | \$ 36,800 | \$ - |
| Beginning Fund Balance | \$ 47,936 | \$ 47,956 | \$ 47,956 | \$ 47,956 | \$ 11,156 |
| Ending Fund Balance | \$ 47,956 | \$ 11,156 | \$ 47,956 | \$ 11,156 | \$ 11,156 |



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

CITY OF BETHANY, OKLAHOMA

E911 FUND

FISCAL YEAR 2015-2016 ANNUAL BUDGET



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

CITY OF BETHANY, OKLAHOMA

E911 FUND DESCRIPTION

The E911 Fund is accounted for as a special revenue fund. Special revenue funds are used in governmental accounting to account for the proceeds and expenditures of revenue sources (other than expendable trusts or major capital projects) that are legally restricted for specific purposes.

The fund was established to account for moneys received pursuant to the “Nine-One-One Emergency Act.”

The enabling act restricts the use of excess funds to E911 related purposes. Resolution 818 adopted on May 2, 1989, defines such purposes to include the costs of existing or new communications personnel and existing or new communications equipment in the Police Department. The Resolution further specifies that the Finance Director is to reimburse the General Fund for any E911 expenses incurred. The revenues will be used to help defray the costs of providing dispatch services to assist with the volume of E911 service calls.

**E911 FUND
SUMMARY OF REVENUES, TRANSFERS AND EXPENDITURES**

| | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
|---|------------------------|-------------------------------------|---------------------------------------|------------------------|------------------------|
| Revenue and Transfers In | | | | | |
| E911 Telephone Tariff | \$ 6,513 | \$ 6,513 | \$ 6,513 | \$ 6,513 | \$ 6,513 |
| Total Revenue and Transfers In | \$ 6,513 | \$ 6,513 | \$ 6,513 | \$ 6,513 | \$ 6,513 |
| Expenditures and Transfers Out | | | | | |
| Transfer to General Fund | \$ 12,828 | \$ 6,513 | \$ 6,315 | \$ 6,513 | \$ 6,513 |
| Total Expenditures and Transfers Out | \$ 12,828 | \$ 6,513 | \$ 6,315 | \$ 6,513 | \$ 6,513 |



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

CITY OF BETHANY, OKLAHOMA

PUBLIC SAFETY FUND

FISCAL YEAR 2015-2016 ANNUAL BUDGET



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

CITY OF BETHANY, OKLAHOMA

PUBLIC SAFETY FUND DESCRIPTION

The Public Safety Fund is accounted for as a special revenue fund. Special revenue funds are used in governmental accounting to account for the proceeds and expenditures of revenue sources (other than expendable trusts or major capital projects) that are legally restricted for specific purposes.

The fund was established to account for moneys received for public safety grants and donations.

**PUBLIC SAFETY FUND
SUMMARY OF REVENUES, TRANSFERS AND EXPENDITURES**

| | <u>Actual FY14</u> | <u>Approved Budget FY15</u> | <u>Year-End Estimate FY15</u> | <u>Budget FY16</u> | <u>Budget FY17</u> |
|---|------------------------|-------------------------------------|---------------------------------------|------------------------|------------------------|
| Revenue and Transfers Out | | | | | |
| Traffic Safety Grants | \$ 18,123 | \$ 22,745 | \$ 22,745 | \$ 22,745 | \$ 23,000 |
| Cops School Grant | - | - | - | - | - |
| Court Award grants | 21,352 | 12,000 | 12,000 | 12,000 | 12,000 |
| DEA Equitable Sharing | 9,016 | - | - | - | - |
| Other PD grants/donations | 24,558 | - | - | - | - |
| Fire Rescue Donations | - | - | - | - | - |
| JAG Grant awards-BVP | - | - | - | - | - |
| DHS equipment grant | - | - | - | - | - |
| Grants to Fire Department | - | - | - | - | - |
| Reimbursement-Towing | - | 600 | 600 | 600 | 600 |
| Impound Fee | 72,007 | 100,000 | 100,000 | 100,000 | 100,000 |
| Transfers From Other Funds | - | - | - | - | - |
| Other Revenue | 5,294 | - | - | - | - |
| Total Revenue and Transfers In | \$ 150,350 | \$ 135,345 | \$ 135,345 | \$ 135,345 | \$ 135,600 |
| Expenditures and Transfers Out | | | | | |
| Transfers to Other Funds | - | 22,745 | 22,745 | 22,745 | 23,000 |
| Fire Department Grant Expenditures | - | - | - | - | - |
| Police Department grant expenditures | 17,198 | 12,000 | 12,000 | 12,000 | 12,000 |
| Expenditures from Impound Fee Account | 65,049 | 100,000 | 100,000 | 100,000 | 100,000 |
| Other Expenditures | - | 600 | 600 | 25,000 | 25,000 |
| Total Expenditures and Transfers Out | \$ 82,247 | \$ 135,345 | \$ 135,345 | \$ 159,745 | \$ 160,000 |



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

CITY OF BETHANY, OKLAHOMA

JUVENILE JUSTICE FUND

FISCAL YEAR 2015-2016 ANNUAL BUDGET



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

CITY OF BETHANY, OKLAHOMA

JUVENILE JUSTICE FUND DESCRIPTION

The Juvenile Justice Fund is accounted for as a special revenue fund. Special revenue funds are used in governmental accounting to account for the proceeds and expenditures of revenue sources (other than expendable trusts or major capital projects) that are legally restricted for specific purposes.

The fund was established to account for moneys received from fines and court costs for juvenile offenses. Proceeds are budgeted for programs to help rehabilitate juvenile offenders.



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

**BETHANY JUVENILE JUSTICE FUND
SUMMARY OF REVENUES, TRANSFERS AND EXPENDITURES**

| | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
|---|-------------------|----------------------------|------------------------------|-------------------|-------------------|
| Revenue and Transfers In | | | | | |
| Interest Income | \$ - | \$ - | \$ - | \$ - | \$ - |
| Juvenile fines and Court Costs | 12,131 | 40,000 | 40,000 | 40,000 | 40,000 |
| Other Income | - | - | - | - | - |
| Transfers from Other Funds | - | - | - | - | - |
| Total Revenue and Transfers In | \$ 12,131 | \$ 40,000 | \$ 40,000 | \$ 40,000 | \$ 40,000 |
| Expenditures and Transfers Out | | | | | |
| 100 Personal Service | | | | | |
| 100 Salaries | \$ - | \$ 20,000 | \$ 19,500 | \$ 19,500 | \$ 19,500 |
| 101 Allowances | - | - | - | - | - |
| 102 FICA & Medicare | - | 1,530 | 1,492 | 1,492 | 1,492 |
| 103 Retirement | - | 88 | - | - | - |
| 104 Insurance - Employee | - | 120 | 4,881 | 120 | 120 |
| 105 Membership, Travel & Training | - | - | - | - | - |
| 106 Overtime | - | - | - | - | - |
| Total 100 Personal Service | \$ - | \$ 21,738 | \$ 25,873 | \$ 21,112 | \$ 21,112 |
| 200 Materials & Supplies | | | | | |
| 210 Office Supplies | \$ - | \$ 250 | \$ 250 | \$ 250 | \$ 250 |
| 212 Maintenance Supplies | - | 250 | 250 | 250 | 250 |
| Total 200 Materials & Supplies | \$ - | \$ 500 | \$ 500 | \$ 500 | \$ 500 |
| 300 Other Services & Charges | | | | | |
| 340 Professional Services | \$ - | \$ 5,000 | \$ 5,000 | \$ 5,000 | \$ 5,000 |
| 341 Utilities | - | 200 | 200 | 200 | 200 |
| 342 Maintenance Contractual | - | - | - | - | - |
| Total 300 Services & Charges | \$ - | \$ 5,200 | \$ 5,200 | \$ 5,200 | \$ 5,200 |
| Subtotal Maintenance & Operations | \$ - | \$ 27,438 | \$ 31,573 | \$ 26,812 | \$ 26,812 |
| 900 Transfers Out | | | | | |
| 910 Transfer to General Fund | \$ - | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 |
| Total 900 Transfers Out | \$ - | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 |
| Total Expenditures & Transfers Out | \$ - | \$ 37,438 | \$ 41,573 | \$ 36,812 | \$ 36,812 |
| Beginning Fund Balance | \$ 165,289 | \$ 177,420 | \$ 177,420 | \$ 175,847 | \$ 179,036 |
| Ending Fund Balance | \$ 177,420 | \$ 179,982 | \$ 175,847 | \$ 179,036 | \$ 182,224 |



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

CITY OF BETHANY, OKLAHOMA

DEBT SERVICE FUND

FISCAL YEAR 2015-2016 ANNUAL BUDGET



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

CITY OF BETHANY, OKLAHOMA

DEBT SERVICE FUND DESCRIPTION

The Debt Service Fund is used to account for the accumulation of financial resources for the payment of general obligation bond principal, interest and related costs. This fund is accounted for as a governmental fund.

The debt service fund receives ad valorem (sometimes called property) taxes collected for the City by Oklahoma County.

The amount of ad valorem taxes received from Oklahoma County is dependent upon the debt service for general obligation bonds approved by the voters. Currently, ad valorem taxes can only be used for general obligation bond debt service and are not available for operations.

An annual estimate of needs is filed with the County Excise Board after the close of business for year. The ad valorem tax levy is based on the calculation shown on the next page. The actual mill levy is dependent on the assessed valuation of property within the City of Bethany, the total tax collected during the current year and the actual cash required to pay the principal and interest when due.

The City of Bethany currently does not have any general obligation bonds outstanding. Thus no property taxes are levied and collected by the City of Bethany.



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

**DEBT SERVICE FUND
SUMMARY OF REVENUES, TRANSFERS AND EXPENDITURES**

| | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
|--|-------------------|----------------------------|------------------------------|-------------------|-------------------|
| Revenue and Transfers | | | | | |
| Current Year Taxes | \$ - | \$ - | \$ - | \$ - | \$ - |
| Prior Year Taxes | - | - | - | - | - |
| Interest Revenue | - | - | - | - | - |
| Transfer From Other funds | - | - | - | - | - |
| Debt Proceeds | - | - | - | - | - |
| Total Revenue and Transfers | \$ - | \$ - | \$ - | \$ - | \$ - |
| Expenditures | | | | | |
| Current Year Retirements | \$ - | \$ - | \$ - | \$ - | \$ - |
| Interest Payments on Bonds | - | - | - | - | - |
| Amnt to Repay debt | - | - | - | - | - |
| Fiscal Agent Fees | - | - | - | - | - |
| Total Expenditures | \$ - | \$ - | \$ - | \$ - | \$ - |
| Excess (Deficiency) of Revenues over Expenditures | \$ - | \$ - | \$ - | \$ - | \$ - |
| Beginning Fund Balance | \$ 104,809 | \$ 104,809 | \$ 104,809 | \$ 104,809 | \$ 104,809 |
| Ending Fund Balance | \$ 104,809 | \$ 104,809 | \$ 104,809 | \$ 104,809 | \$ 104,809 |
| Less Reserve for Bond Retirement | - | - | - | - | - |
| Fund Balance Designated For Debt Service | \$ 104,809 | \$ 104,809 | \$ 104,809 | \$ 104,809 | \$ 104,809 |



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

CITY OF BETHANY, OKLAHOMA

BETHANY HOSPITAL TRUST

FISCAL YEAR 2015-2016 ANNUAL BUDGET



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

CITY OF BETHANY, OKLAHOMA

BETHANY HOSPITAL TRUST DESCRIPTION

The Bethany Hospital Trust (Trust) is a public trust created to furnish services to residents of Bethany. The Authority may issue long term debt to finance any improvements required to fulfill the purposes outlined in the declaration of Trust. The City of Bethany is the beneficiary of the Trust estate.

The Mayor and Members of the City Council are Trustees. The City Manager and City Clerk serve as Trust Manager and Trust Clerk respectively.

The Bethany Hospital Trust is a proprietary fund used to account for the City's hospital operations. Proprietary funds are used in governmental accounting to account for operations that are financed and operated in a manner similar to private business enterprises.

The City of Bethany owns Bethany General Hospital and its premises and leases the facility to the Trust. The Trust subleases the hospital to health care providers. Any portion of the lease payments not required by the Trust may be used by the Trust without restriction.

The Trust's current policy is to use all available funds for economic development projects for the City of Bethany.



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

**BETHANY HOSPITAL TRUST
SUMMARY OF REVENUES, TRANSFERS AND EXPENDITURES**

| | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
|---|---------------------|----------------------------|------------------------------|---------------------|---------------------|
| Revenue and Transfers In | | | | | |
| Lease Payments | \$ - | \$ - | \$ - | \$ - | \$ - |
| Other Income | 199,493 | 200,000 | 200,000 | 200,000 | 200,000 |
| Interest Income | - | 20,000 | 20,000 | 20,000 | 20,000 |
| Capital Contributions | - | - | - | - | - |
| Total Revenue and Transfers In | \$ 199,493 | \$ 220,000 | \$ 220,000 | \$ 220,000 | \$ 220,000 |
| Expenditures and Transfers Out | | | | | |
| Other Expenditures | \$ - | \$ - | \$ - | \$ - | \$ - |
| Capital Improvements | - | 200,000 | - | 200,000 | - |
| Transfer to Other Funds | 200,000 | - | - | - | - |
| Debt Service | - | - | - | - | - |
| Total Expenditures and Transfers Out | \$ 200,000 | \$ 200,000 | \$ - | \$ 200,000 | \$ - |
| Beginning Fund Balance | \$ 1,589,648 | \$ 1,589,141 | \$ 1,589,141 | \$ 1,809,141 | \$ 1,829,141 |
| Ending Fund Balance | \$ 1,589,141 | \$ 1,609,141 | \$ 1,809,141 | \$ 1,829,141 | \$ 2,049,141 |



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

CITY OF BETHANY, OKLAHOMA

BETHANY DEVELOPMENT AUTHORITY

FISCAL YEAR 2015-2016 ANNUAL BUDGET



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

CITY OF BETHANY, OKLAHOMA

BETHANY DEVELOPMENT AUTHORITY DESCRIPTION

The Bethany Development Authority (BDA) is a public trust created to promote the development of industrial, cultural and educational activities within and without the City limits of Bethany. The City of Bethany is the beneficiary of the trust estate.

The Mayor and Members of the City Council are Trustees. The City Manager and City Clerk serve as Trust Manager and Trust Clerk respectively.

The BDA provides funding for the annual July 4th event held each year in Eldon Lyon Park.

Consultants are also engaged to help attract retail providers to serve our citizens.



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

BETHANY DEVELOPMENT AUTHORITY SUMMARY OF REVENUES, TRANSFERS AND EXPENDITURES

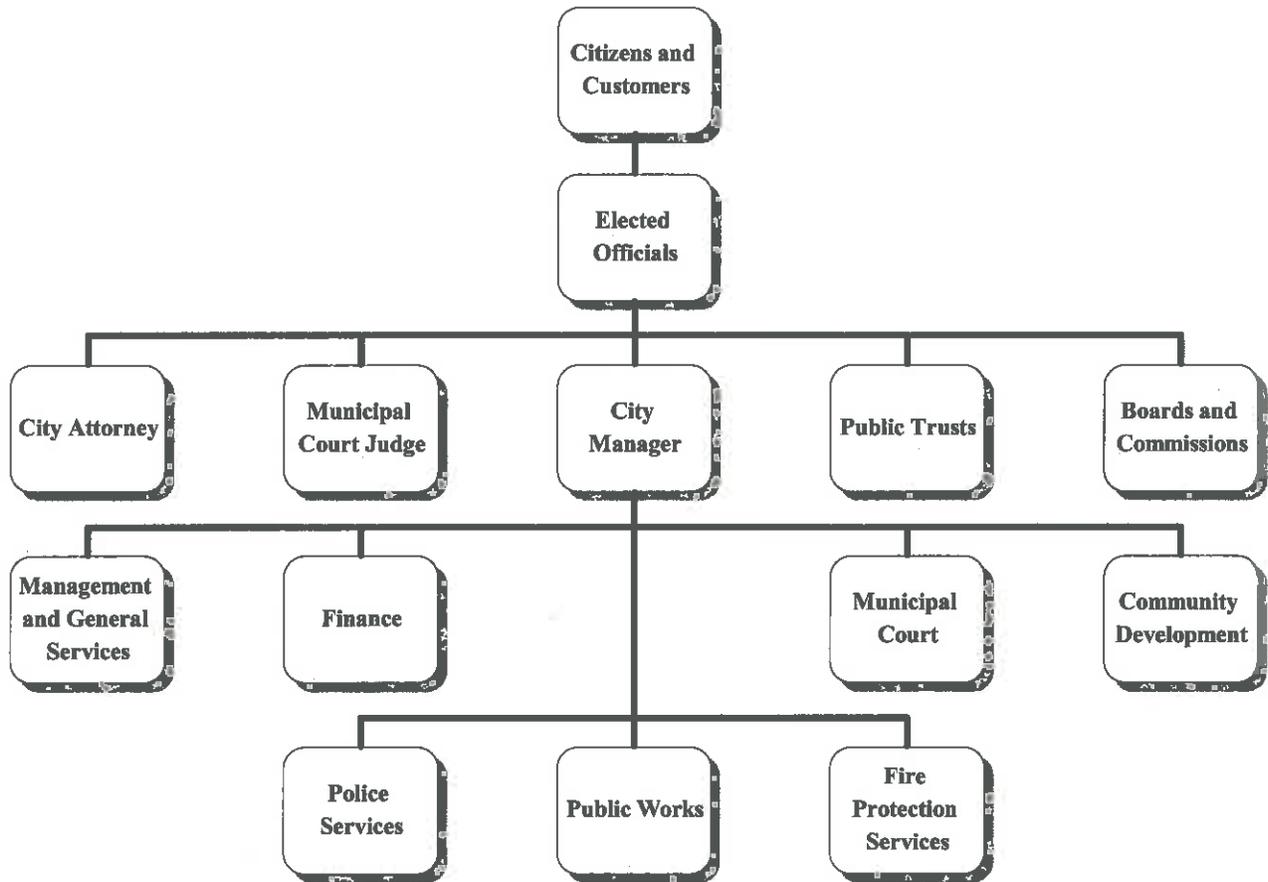
| | Actual FY14 | Approved Budget FY15 | Year-End Estimate FY15 | Budget FY16 | Budget FY17 |
|--|-------------------|----------------------------|------------------------------|-------------------|-------------------|
| Revenue and Transfers In | | | | | |
| Interest Income | \$ - | \$ - | \$ - | \$ - | \$ - |
| Bethany Freedom Festival | 19,884 | 15,000 | 15,000 | 15,000 | 15,000 |
| Bethany Balloon Festival | - | - | - | - | - |
| Other Income | - | - | - | - | - |
| Transfers from Other Funds | 125,000 | 150,000 | 125,000 | 185,000 | 185,000 |
| Total Revenue and Transfers In | \$ 144,884 | \$ 165,000 | \$ 140,000 | \$ 200,000 | \$ 200,000 |
| Expenditures and Transfers Out | | | | | |
| 100 Personal Service | | | | | |
| 100 Salaries | \$ - | \$ - | \$ - | \$ - | \$ - |
| 101 Allowances | - | - | - | - | - |
| 102 FICA & Medicare | - | - | - | - | - |
| 103 Retirement | - | - | - | - | - |
| 104 Insurance - Employee | - | - | - | - | - |
| 105 Membership, Travel & Training | 1,477 | 9,000 | 5,000 | 5,000 | 2,500 |
| Total 100 Personal Service | \$ 1,477 | \$ 9,000 | \$ 5,000 | \$ 5,000 | \$ 2,500 |
| 200 Materials & Supplies | | | | | |
| 210 Office Supplies | 141 | 2,000 | 2,000 | 2,000 | 2,000 |
| 212 Maintenance Supplies | - | - | - | - | - |
| Total 200 Materials & Supplies | \$ 141 | \$ 2,000 | \$ 2,000 | \$ 2,000 | \$ 2,000 |
| 300 Other Services & Charges | | | | | |
| 340 Professional Services | \$ 55,440 | \$ 64,800 | \$ 64,800 | \$ 64,800 | \$ 64,800 |
| 342 Maintenance Contractual | - | - | - | - | - |
| 347 Economic Development Grants | - | - | - | 60,000 | 60,000 |
| 348 Advertising and Promotion | 10,374 | 40,000 | 30,000 | 30,000 | 30,000 |
| 351 Bethany Freedom Festival | 54,354 | 60,000 | 60,000 | 60,000 | 60,000 |
| 352 Bethany Balloon Festival | - | - | - | - | - |
| Total 300 Services & Charges | \$ 120,168 | \$ 164,800 | \$ 154,800 | \$ 214,800 | \$ 214,800 |
| Subtotal Maintenance & Operations | \$ 121,786 | \$ 175,800 | \$ 161,800 | \$ 221,800 | \$ 219,300 |
| 400 Capital Expenditures | | | | | |
| 401 Office Equipment | \$ - | \$ - | \$ - | \$ - | \$ - |
| 402 Motor Vehicles & Machinery | - | - | - | - | - |
| 403 Other Equipment | - | - | - | - | - |
| 404 Projects | - | - | - | - | - |
| Total 400 Capital Expenditures | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total Expenditures | \$ 121,786 | \$ 175,800 | \$ 161,800 | \$ 221,800 | \$ 219,300 |
| Beginning Fund Balance | \$ 103,009 | \$ 126,107 | \$ 126,107 | \$ 104,307 | \$ 82,507 |
| Ending Fund Balance | \$ 126,107 | \$ 115,307 | \$ 104,307 | \$ 82,507 | \$ 63,207 |



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

APPENDIX A.

**City of Bethany, Oklahoma
Organizational Chart**





The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

APPENDIX B.

Health, Life and Worker's Compensation Insurance

The City provides health insurance coverage for its employees and their dependents through an indemnity plan with the Oklahoma Public Employees Health and Wellness. (OPEH&W)

The expected monthly rate is \$476.14 for employees. Employees will contribute \$103.55 per month. Family coverage is also available at an additional cost. The rate varies depending on the coverage selected.

No changes are proposed in the employee life insurance benefits.

The City will also continue dental insurance with OPEH&W. Rates for this plan are \$34.39 per month for employees with an additional charge for family coverage.

The Employee Health and Benefits Committee works hard to study market options and has built an effective, low cost plan for our employees. It exercises an indispensable management role with respect to this most important benefit. The members are looking to broaden the scope of their responsibilities. They are to be commended for their efforts.

SPECIAL NOTE ON WORKER'S COMPENSATION

The City obtains its worker's compensation coverage through The Oklahoma Municipal Assurance Group (OMAG). In past years actuaries with the State Insurance Fund (SIF) would establish a loss fund for the City based upon experience. The costs of administration and reinsurance are added to derive the premium. Interest earned on the loss fund is credited against the premium. The OMAG advantage, unlike the SIF, is that two years after the close of the policy year the City is entitled to a return on that portion of the loss fund not needed to pay claims. The State Insurance Fund and OMAG are phasing out this program. Our billed premium for FY16 will be approximately \$428,799.



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

APPENDIX C.

POLICY STATEMENTS FOR JOB CLASSIFICATION AND PAY PLANS

Placement

New employees shall receive no less than entry level wages for their respective grade. Pay above entry level is authorized where, in the judgment of the city manager, exigencies of the labor market justify higher wages.

Step Advancement

Movement from one step to the next will normally be made upon the employee's anniversary date, according to the timetable provided. For purposes of administering the pay plans, the term "anniversary date" shall mean the employee's date of hire or date of promotion in rank, whichever is the most recent. This policy shall not restrict the City Manager in matters of disciplinary action or in cases of demonstrably inadequate performance.

Promotion

Any promotion in grade shall result in no less than a 2.125% increase in base wage, unless the proportion is made from one pay plan to another. Should the adjustment place the employee's salary between two steps, the City Manager may advance the employee to the higher of the two steps.

Differential

A premium of up to 2.125% above base wage may be paid to employees who, for at least ten percent (10%) of their time, perform duties different from other employees of like position and grades.

Merit Pay

The City Manager is authorized to award controlled pay increases above base wage to employees with exceptional performance records. To this end the City Manager may develop and implement a system of performance evaluation for any or all departments.



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

Administrative Salaries

It shall be the prerogative of the City Manager to establish salaries for designated administrative personnel as may be required for the purposes of recruitment or retention, or upon the basis of performance. The City Manager may award performance incentives to administrative personnel in place of or in combination with salary adjustments, when deemed in the best interest of the City. The total of salary incentives paid to an employee during the fiscal year shall fall within approved ranges.

Emergency

The City Manager may suspend one or all of the above policies in time of financial emergency. The City Council shall be notified of the action taken and the reasons therefor.

Other Rules and Regulations

The City Manager is authorized to adopt additional rules and regulations for the proper administration of the City's job classification and pay plans that are not inconsistent with the policies expressed herein.



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

NOTICE OF PUBLIC HEARING

City of Bethany, Oklahoma Fiscal Year 2016 Budget

City of Bethany, Oklahoma Fiscal Year 2016 Budget

The Bethany City Council will hold a public hearing on the proposed FY16 Budget on June 2, 2015, at 7:30 P.M., in City Hall, 6700 NW 36th Street. All citizens are invited and encouraged to attend to provide the City Council with written or oral comments. The complete documents supporting the summarized budget are available for public inspection from 8:00 A.M. until 5:00 P.M., Monday through Friday in the City Clerk's office at City Hall.

| | General Fund | Bethany PWA | Special Revenue | Capital Improvement |
|-------------------------------|----------------------|----------------------|-------------------|---------------------|
| Estimated Revenue | | | | |
| Taxes | \$ 5,838,094 | \$ - | \$ 6,613 | \$ - |
| Licenses & Permits | 81,000 | - | - | - |
| Intergovernmental | 283,000 | - | 34,745 | 62,821 |
| Charges for Services | 455,900 | 7,959,343 | 100,600 | - |
| Fines & Forfeitures | 1,325,000 | - | - | - |
| Bond proceeds | - | - | - | - |
| Miscellaneous | 181,000 | - | - | 3,500 |
| Interfund Transfers | 5,814,670 | 4,695,000 | - | 405,185 |
| Fund Balance | 978,770 | 2,123,308 | - | 596,484 |
| Total Revenues | \$ 14,825,304 | \$ 14,777,729 | \$ 141,858 | \$ 1,070,000 |
| Estimated Expenditures | | | | |
| General Government | \$ 2,184,858 | \$ - | \$ - | \$ - |
| Public Safety | 6,258,388 | - | 137,000 | - |
| Public Works (General Fund) | 1,802,257 | - | - | - |
| Public Works (Utility Fund) | - | 6,563,806 | - | - |
| Debt Service | - | 1,420,353 | - | - |
| Capital Improvements | - | 615,090 | - | 1,070,000 |
| Interfund transfers | 4,690,000 | 6,178,570 | 29,258 | - |
| Total Expenditures | \$ 14,825,304 | \$ 14,777,729 | \$ 166,258 | \$ 1,070,000 |





The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BETHANY ADOPTING THE FISCAL YEAR 2016 BUDGET FOR THE GENERAL FUND, MISCELLANEOUS FUNDS AND VARIOUS TRUSTS; AFFIRMING THE AUTHORITY OF THE CITY MANAGER TO MAKE TRANSFERS WITHIN THE GENERAL FUND; AND APPROPRIATING FUNDS FROM THE CAPITALS IMPROVEMENTS FUND FOR SPECIFIED EQUIPMENT AND PROJECTS.

WHEREAS, the Bethany City Council has conducted a public hearing on the FY16 annual budget and has completed the budget process in accordance with Title 11 O.S. Sec. 17-201 et seq.;

WHEREAS, the attached Exhibit "A," entitled "Budget Summary," represents the appropriations contained in said Budget, and the same must be approved by resolution;

WHEREAS, the Budget has identified the need to purchase certain equipment from the Capital Improvements Fund during FY16 for the purpose of preserving General Fund resources for operations; and

WHEREAS, said equipment is eligible for inclusion in the Capital Improvements Fund, and the Capital Improvement Plan should be amended accordingly.

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

1. The appropriations of the FY16 Annual Budget contained in the attached Exhibit "A" are hereby adopted and incorporated by reference.



The City of Bethany, Oklahoma
FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

- 2. The interfund transfers included within the budget are hereby approved.

- 3. Resolution No. 819 authorizing the City Manager to make transfers within the General Fund, is affirmed.

- 4. The Capital Improvement Plan is amended to include the expenditures for equipment and projects enumerated in the budget.

- 5. The City Manager is authorized to proceed with implementation of the FY16 Annual Budget, and to purchase from the Capital Improvement Fund when necessary the appropriate equipment or projects specified within the budget, subject to established policies governing expenditures, purchasing and contracts.

END

The undersigned hereby certify that the foregoing Resolution was duly adopted and approved by the Mayor and City Council of the City of Bethany on the ____ day of _____ 2015.

Mayor

Attest:

City Clerk

Approved as to form and legality on _____, 2015.

City Attorney _____



The City of Bethany, Oklahoma

FISCAL YEAR 2015 – 2016 ANNUAL BUDGET

FY 15-16 Budget Summary

| Fund/ Department/ Division | Personal Services | Materials and Supplies | Other Services and Charges | Capital Outlay | Contingency | Debt Service | Transfers to Other Funds | Total Appropriation |
|--------------------------------------|----------------------|---------------------------|-------------------------------|---------------------|---------------------|---------------------|-----------------------------|------------------------|
| General Fund: | | | | | | | | |
| Management Department | \$ 501,342 | \$ 40,750 | \$ 101,100 | \$ 10,000 | \$ 100,000 | \$ - | \$ - | \$ 753,192 |
| Finance Department | 232,148 | 8,000 | 87,000 | 12,000 | - | - | - | 339,148 |
| Legal and Municipal Court Department | 373,639 | 9,600 | 51,000 | 7,500 | - | - | - | 441,739 |
| Police Department | 3,439,592 | 159,000 | 309,000 | 111,000 | - | - | - | 4,018,592 |
| Fire Department | 1,986,118 | 56,334 | 293,880 | 86,900 | - | - | - | 2,423,232 |
| Community Development Department | 397,462 | 23,250 | 210,439 | 22,000 | - | - | - | 653,151 |
| Public Works Department | 1,180,266 | 194,566 | 253,813 | 40,500 | - | - | - | 1,669,145 |
| Non Departmental | - | - | - | - | 129,705 | - | 4,880,000 | 5,009,705 |
| Total General Fund | \$ 8,110,567 | \$ 491,500 | \$ 1,306,232 | \$ 289,900 | \$ 229,705 | \$ - | \$ 4,880,000 | \$ 15,307,904 |
| Public Works Fund | | | | | | | | |
| Administration Division | \$ 135,923 | \$ - | \$ 102,399 | \$ - | \$ 150,000 | \$ - | \$ - | \$ 388,323 |
| Finance Department | 229,648 | 45,000 | 44,800 | - | - | - | - | 319,448 |
| Vehicle Maintenance Division | 16,012 | 106,898 | 65,975 | - | - | - | - | 188,885 |
| Solid Waste Division | 975,566 | 101,100 | 393,000 | 175,000 | - | - | - | 1,644,666 |
| Water Division | 1,014,112 | 557,498 | 684,662 | 310,000 | - | - | - | 2,566,272 |
| Sewer Division | 180,266 | 59,500 | 74,342 | 130,000 | - | - | - | 444,108 |
| Non Departmental | - | - | 1,056,000 | - | 755,000 | 1,420,353 | 6,178,570 | 9,409,923 |
| Total Public Works Fund | \$ 2,551,528 | \$ 869,996 | \$ 2,421,178 | \$ 615,000 | \$ 905,000 | \$ 1,420,353 | \$ 6,178,570 | \$ 14,961,625 |
| Capital Improvement Fund | \$ - | \$ - | \$ - | \$ 1,070,000 | \$ - | \$ - | \$ - | \$ 1,070,000 |
| E911 Fund | - | - | - | - | - | - | 6,513 | 6,513 |
| Public Safety Fund | - | 25,000 | - | 112,000 | - | - | 22,745 | 159,745 |
| Parks and Streets CIP Fund | - | - | - | 36,800 | - | - | - | 36,800 |
| Debt Service Fund | - | - | - | - | - | - | - | - |
| Bethany Hospital Trust | - | - | - | 200,000 | - | - | - | 200,000 |
| Bethany Development Authority | 5,000 | 2,000 | 214,800 | - | - | - | - | 221,800 |
| Bethany Juvenile Justice Fund | 21,112 | 500 | 5,200 | - | - | - | 10,000 | 36,812 |
| Totals | \$ 10,688,206 | \$ 1,388,996 | \$ 3,947,410 | \$ 2,323,700 | \$ 1,134,705 | \$ 1,420,353 | \$ 11,097,828 | \$ 32,001,199 |