

CITY OF MOORE



FY 2021-2022

Adopted Annual Operating & Capital Budget

Moore Public Works Authority
Moore Economic Development Authority

CITY OF MOORE

MOORE PUBLIC WORKS AUTHORITY

MOORE ECONOMIC DEVELOPMENT AUTHORITY

OPERATING BUDGET ADOPTED JUNE 7, 2021

INCLUDING:

MOORE PUBLIC WORKS AUTHORITY

INTERNAL SERVICE FUND

ENTERPRISE FUND

MOORE ECONOMIC DEVELOPMENT AUTHORITY

CITY OF MOORE

GENERAL FUND

SPECIAL REVENUE FUND

DEBT SERVICE FUND

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MORE ABOUT MOORE

Form of Government



Council-Manager

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

Demographic

Source: City of Moore Community Development Department.

YEAR	ESTIMATED POPULATION ¹	AVERAGE ANNUAL WAGES ²	MOORE PUBLIC SCHOOL DISTRICT ³	UNEMPLOYMENT RATE (PERCENTAGE) ⁴
2020	62,055	44,980	25,006	3.8
2019	60,920	45,510	25,000	6.7
2018	60,750	44,220	24,700	2.7
2017	60,701	43,340	24,516	3.3
2016	60,451	42,760	22,899	3.2
2015	60,299	41,820	23,000	3.5
2014	59,973	40,850	23,000	3.4
2013	59,407	41,288	22,818	4.6
2012	58,819	39,160	23,031	5.0
2011	57,704	36,940	22,568	6.1
2010	55,081	35,830	22,500	6.1

¹ Estimated based on Census Count for 2010.

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

³ Figure taken from the Moore Public Schools Website.

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

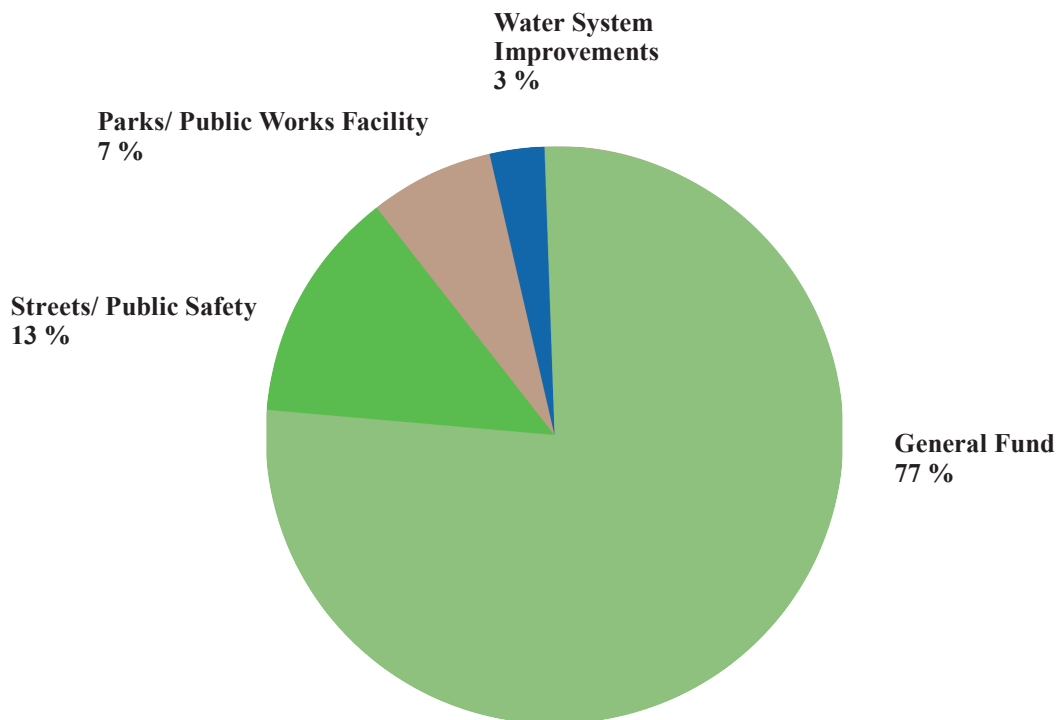
Sales Tax

Sales Tax in the City of Moore

Sales tax revenue is collected and then distributed between state, county, and city entities. Within the City of Moore the sales tax is 8.50%.

Government Entity	Sales Tax Distribution
State of Oklahoma	4.500%
City of Moore	3.875%
Cleveland County	0.125%
Total Sales Tax Collected	8.50%

City of Moore	Sales Tax Distribution
General Government	3.000%
Streets/Public Safety	0.500%
Parks/ Fire Station 2	0.250%
Water System Improvements	0.125%
Total City of Moore	3.875%



BUDGET CALENDAR

FISCAL YEAR 2021-2022

TARGET DATE	ACTIVITY
February 1, 2021	Budget documents and information to department heads
February 1 - February 19, 2021	Department heads prepare budget requests and return to the Finance Director
March 1 - March 5, 2021	City Manager will meet with departments individually to discuss requests
March 22, 2021	Initial draft of proposed budget
April 18 - April 30, 2021	City Council consideration of the proposed budget
May 12, 2021	Publish Proposed Budget Summary and Notice of Public Hearing on the proposed budget
May 17, 2021	Public Hearing
June 7, 2021	Budget adoption (Legal deadline is June 23)
June 30, 2021	Budget published and filed with State Auditor and City Clerk
July 1, 2021	Begin new fiscal year 2021-2022

CITYMANAGER'S LETTER

June 7, 2021

Honorable Mayor and City Council, City of Moore
Honorable Chairman and Trustees, Moore Public Works Authority
Honorable Chairman and Trustees, Moore Economic Development Council

RE: FY 2021-2022 Operating Budgets – City of Moore, Moore Public Works Authority (MPWA and Moore Economic Development Authority (MEDA))

In supporting the goals adopted by the City Council, the FY 2021-2022 operating budgets of the City of Moore, the Moore Public Works Authority, and the Moore Economic Development Authority are hereby submitted for your review, consideration, and adoption as required by the Charter of the City of Moore, Oklahoma; O.S. § 17-201 et seq. (“The Municipal Budget Act”); the Trust Indenture of the Moore Public Works Authority; and 60 O.S. § 176 (“The Public Trust Act”).

The combined FY 21-22 budgets of the City, MPWA, and MEDA total \$131,497,525, which represents a 21.9% increase over FY 20-21 and a 14.4% increase over FY 19-20. This results in a projected expenditure of \$2,071 per capita based on an estimated population of 63,500. Most of the increase is due to the Costco incentive and projected expenditures for GO Bond projects.

Sales and use tax collections for FY 20-21 have increased \$4,077,300 over the previous year's actual collections. Due to the Pandemic, we anticipated sales tax would decrease by 1.7% in FY 20-21. Instead, the actual sales tax growth was 9.1%, and the actual use tax growth was 52.3%. Going into FY 21-22 we have budgeted a 2.0% increase in sales tax collections due to the opening of Costco, with total projected collections of \$29,557,258. We have taken a conservative approach to revenue projections. We will continue to reassess projected sales tax collections and present recommended adjustments to the Council.

MPWA will see a 7% increase due to our water contract with the City of Oklahoma City. This contract will be renegotiated after 2021. The total revenue projection is \$27,899,046 including water, sewer, and sanitation fees. This is an 8.0% increase over FY 20-21. This has enabled the MPWA to again establish a Contingency Fund (\$235K), meet all of its debt service requirements, purchase needed equipment (\$1.05M), and make a transfer of \$4.6M to the City General Fund.

The budgets include a 1.4% cost-of-living increase for non-union employees. The budget also includes merit increases for all eligible employees. There are thirteen new positions included in

the City's budget. Twelve of these positions are in Public Safety. There are full-time equivalents (FTEs) in the budget, which breaks down to 338 full time positions and 217 part-time positions.

On November 3, 2020 the citizens approved an extension of the quarter cent sales tax to be used to upgrade the Public Works facility and expand The Station at Central Park. This tax was effective April 1, 2021, and in FY 21-22 is expected to generate \$2,743,660.

Neither the City General Fund nor the MPWA budgets anticipate the use of undesignated fund balances.

The City General Fund has fared somewhat better in recent years, but we remain cautious going forward given the general economic conditions that currently exist. There is a small contingency of (\$411K), in the City General Fund budget that can be used to enable the City to deal with unexpected expenses. In addition, the City General Fund includes set-asides of sales tax agreements to meet obligations under the existing sales tax rebate agreements for the Burlington Coat Factory/Ulta project in the amount of \$175K.

The budgets include approximately \$27.8M in capital expenditures. This includes residential street repairs, side walk construction, water and sewer line replacement, and improvements to various parks funded by the earmarked sales tax and hotel-motel tax. Also included are repairs to Eastern Avenue NE 12th Street, the Kelly Creek channel and the 4th street underpass. Equipment purchases will consist of a new Vactor unit for sewer backups; a sanitation truck a pothole truck, and other public works equipment; several new police vehicles, IT equipment; and other equipment.

In summary, the budgets proposed for FY 2021-2022 will enable the City and the Trust to function from a solid financial basis. On behalf of all employees of the City of Moore, I wish to extend our sincere congratulations to the Mayor and City Council for a job well done in guiding the growth and development of our community. Your decisions have been sound and your policy formulation excellent.

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

Sincerely,

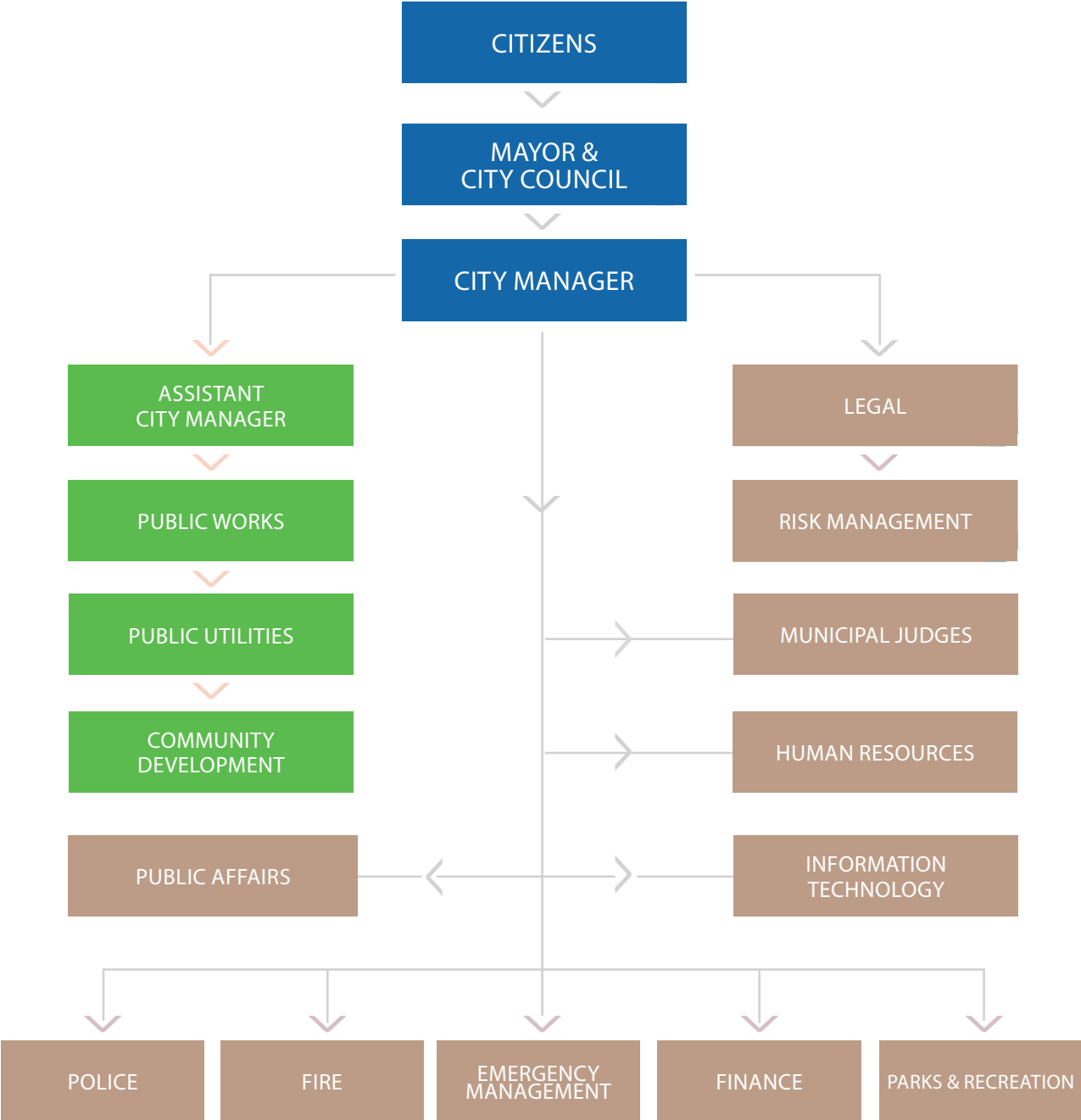


Brooks Mitchell
City Manager



ORGANIZATIONAL CHART

CITY OF MOORE



CITY ADMINISTRATION

CITY MANAGEMENT

City Management



City Manager
Brooks Mitchell



Assistant City Manager
Jerry Ihler

CITY ADMINISTRATION

DEPARTMENT HEADS

Department Heads



City Attorney
Randy C. Brink



Public Affairs Director
Deidre Ebrey



Police Chief
Todd Gibson



Fire Chief
Greg Herbster



Human Resources Director
Christine Jolly



Finance Director
Betty Koehn



Emergency Management Director
Gayland Kitch



Public Works Director
Tony Mensah



Information Services Director
David Thompson



Community Development Director
Elizabeth Weitman



Parks & Recreation Director
Sue Wood

CITY OFFICIALS



Mayor

Glenn Lewis
glewis@cityofmoore.com

Ward 1



Danielle McKenzie
Council Member
dmckenzie@cityofmoore.com



Adam Webb
Council Member
awebb@cityofmoore.com

Ward 2



Melissa Hunt
Council Member
mhunt@cityofmoore.com



Mark Hamm
Council Member
mhamm@cityofmoore.com

Ward 3



Jason Blair
Vice Mayor
jblair@cityofmoore.com



Louie Williams
Council Member
lwilliams@cityofmoore.com



RESOLUTION NO. 252 (21)

RESOLUTION NO. 252 (21)

A RESOLUTION OF THE TRUSTEES OF THE MOORE PUBLIC WORKS AUTHORITY ADOPTING, APPROVING, AND PROMULGATING AN OFFICIAL BUDGET FOR THE TRUST OF MOORE FOR FISCAL YEAR 2021-2022 IN ACCORDANCE WITH THE PROVISIONS OF THE MUNICIPAL BUDGET ACT OF THE STATE OF OKLAHOMA; APPROVING THE APPROPRIATIONS, ESTIMATE OF REVENUES, AND THE PLANNED EXPENSES CONTAINED IN SAID BUDGET FOR FISCAL YEAR 2021-2022; AND DIRECTING THAT SAID BUDGET BE FILED AND PUBLISHED IN ACCORDANCE WITH STATE LAW.

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

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

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

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

WHEREAS, in accordance with the provisions of the Municipal Budget Act, the Trustees did hold a public hearing on the recommended budget on the date of May 14, 2021 with said hearing being not later than fifteen (15) days prior to the beginning of the next ensuing fiscal year; and,

WHEREAS, the Municipal Budget Act requires that the Trust's budget for Fiscal Year 2021-2022 be adopted at least seven (7) days prior to the beginning of the next ensuing budget year; and,

WHEREAS, the Chairman and Trustees have carefully considered the recommendation of the Trust Manager regarding the Budget for Fiscal Year 2021-2022, and have further received public input into the budget process at the public hearing above-referenced; and,

WHEREAS, the final and complete budget for the Moore Public Works Authority for Fiscal 2021-2022 (subject to any necessary amendments or supplements thereto during the fiscal year as provided by law), has been reduced to writing in detail as required by law, and a copy of said final and complete budget for Fiscal Year 2021-2022 is attached hereto and made a part hereof and marked Exhibit "A" (Budget for the Moore Public Works Authority); and,

WHEREAS, the final budget for Fiscal Year 2021-2022 containing the appropriations for the various departments of the Trust an estimate of revenues, a planned program for expenditures and deposits into appropriate revenue debt retirement accounts for Fiscal Year 2021-2022, all of which are supported by full and sufficient financial information; and,

WHEREAS, the adoption of said budget for Fiscal Year 2021-2022, all as set forth in Exhibit "A" attached, in compliance with the provisions of the Municipal Budget Act, would be in the best interest of the Moore Public Works Authority, the City of Moore, and the residents thereof; and,

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

1. The final and complete budget for Fiscal Year 2021-2022, subject to amendments allowed under the State Law, all as set forth in Exhibit "-A" attached, are hereby approved, confirmed and established; and,
2. The appropriation for each of the various Trust departments, the estimate of revenues, the planned program of expenditures, and the deposits into revenue debt retirement accounts for Fiscal Year 2021-2022, all as set forth in Exhibit "A" attached, are hereby approved, confirmed and established; and,
3. The City's Director of Finance and the City Clerk, acting on behalf of the Moore Public Works Authority in their capacity as City employees, are hereby instructed to file the adopted budget, set forth in Exhibit "A" attached, with the Cleveland County Excise Board, and transmit at least one (1) copy of said budget to the office of the State Auditor and Inspector; and
4. The City Clerk is hereby requested and instructed to retain at least one (1) copy of the final and complete budget for Fiscal Year 2021-2022 as the same may be amended during said fiscal year, on file in the City Clerk's office for inspection; and
5. In accordance with the Municipal Budget Act of 1979, specifically 11 Okla. Stat. (1981) 17-215, the Trust Manager, as Chief Executive Officer of the Trust, is hereby authorized to transfer unexpended and unencumbered appropriations, or any portion thereof, from one account to another within the same department or to another within the same fund, except that no appropriation for debt service or other appropriation required by law, contract, covenant, or ordinance may be reduced below the required minimum. The Trust's appropriation shall be established at the expenditure classification levels of personal services, materials and supplies, other services and charges, capital outlays, and debt service, as provided by 11 Okla. Stat. (1981) 17-213, further account detail is provided in the budget for explanation only.

PASSED AND APPROVED by the Chairman and Trustees of the Moore Public Works Authority this 7 day of June, 2021.



GLENN LEWIS, CHAIRMAN OF THE TRUST



ADAM WEBB, SECRETARY

APPROVED AS TO FORM & LEGALITY:



RANDY C. BRINK, CITY ATTORNEY

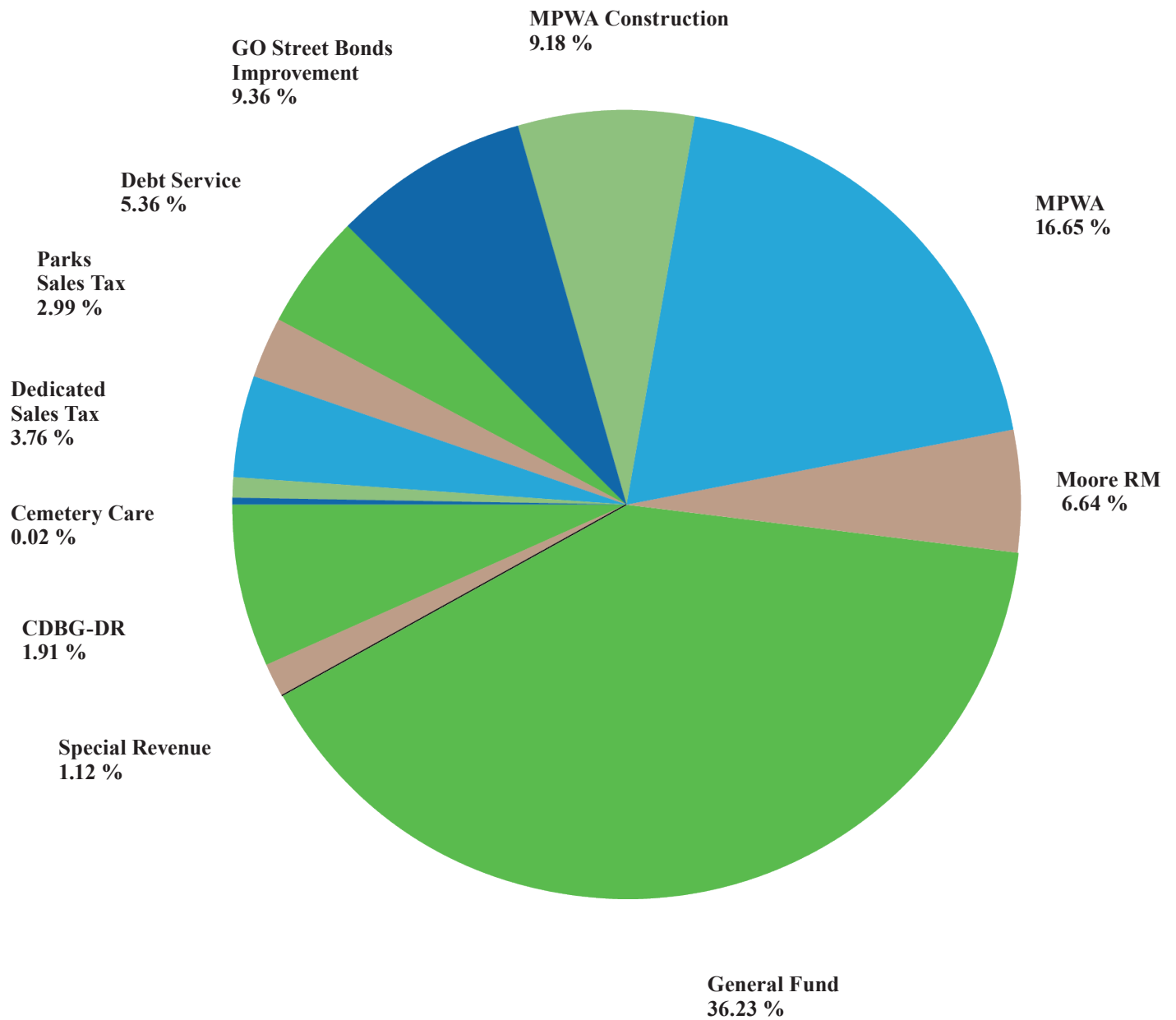
FUND TOTALS

CITY OF MOORE, MEDA & MPWA

FUND	FUND NAME	FUND TOTAL	
Fund 1	Moore Public Works Authority Sinking Fund	12,066,755	
Fund 2	Moore Risk Management	8,728,260	
Fund 5	Moore Public Works Authority	21,899,940	
	Total Moore Public Works Authority		42,694,955
Fund 3	Moore Economic Development Authority	6,496,934	
	Total Moore Economic Development Authority		6,496,934
Fund 4	2013 & 2015 GO Street Bonds	12,311,800	
Fund 6	General Fund	47,642,484	
Fund 7	Cemetery Perpetual Care	20,709	
Fund 8	Special Revenue Fund	1,475,029	
Fund 9	Debt Service	7,045,541	
Fund 10	Urban Renewal Trust Authority	300,000	
Fund 11	Water System Dedicated Sales Tax	2,115,654	
Fund 12	Dedicated Sales Tax	4,950,242	
Fund 13	Parks Sales Tax	3,930,388	
Fund 15	CDBG DR	2,513,789	
	Total City of Moore		82,305,636

EXPENDITURES BY FUND

CITY OF MOORE



NOTICE OF PUBLIC HEARING

Public notice published in The Oklahoman on May 12, 2021.

The City of Moore-Moore Public Works Authority will hold a Public Budget Hearing at 6:30 p.m. on May 17, 2021, in the City Council Chambers, City Hall, 301 N. Broadway, Moore, Oklahoma, for the purpose of receiving and hearing comments from the public concerning the proposed budgets for the Fiscal Year 2021-2022 as summarized below: The public is encouraged to

Department Function	General Fund	G.O. Debt Service	Moore Public	
			Works Authority	Special Revenue
MPWA Construction			12,066,755	
General Government	2,910,350		17,346,392	
GO Street Bonds Improvements				12,311,800
Moore Risk Management			8,728,260	
Sanitation			4,553,548	
Moore Economic Development Authority				1,351,409
Managerial	616,569			
City Attorney	216,033			
Finance	1,490,091			
Information Services	1,951,801			
Human Resources	298,167			
Public Affairs	485,404			
Municipal Court	572,665			
Police	13,601,438			
Communications	1,218,269			
Emergency Management	361,985			
Fire	9,993,043			
Street Improvements	87,500			
Public Works	2,971,267			
Animal Adoption Center	757,752			
Public Works Facility	532,272			
Fleet Maintenance	1,144,258			
Building Maintenance	721,936			
Parks and Recreation	677,356			
Brand Senior Citizen Center	144,626			
Parks and Recreation Activities	460,593			
Parks and Cemetery Maintenance	1,194,102			
Moore Recreation Center	1,800,693			
Aquatic Park	789,305			
Library	39,930			
Planning	524,072			
Inspections	737,666			
Code Enforcement	337,083			
Capital Planning & Resiliency	187,385			
Moore/Smith Cemetery	2,000			
Special Revenue - Cemetery				20,709
Special Revenue				1,475,029
G.O. Debt Service		7,045,541		
Urban Renewal Trust Authority				300,000
Water System Dedicated Sales Tax				2,115,654
Dedicated Sales Tax				4,950,242
Parks Sales Tax				4,079,159
CDBG DR				2,513,789
Total	\$46,600,792	\$7,045,541	\$42,694,955	\$29,117,791

Total Budget: \$125,459,079

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

Glenn Lewis, Mayor
City of Moore

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

Department	FY 18- 19	FY 19-20	FY 20-21	FY 21-22
General Government	7.00	7.00	7.00	7.00
Managerial	6.00	6.00	6.00	4.00
City Attorney	1.00	1.00	1.00	1.00
Finance	16.50	15.75	15.75	16.00
Information Technology	5.00	5.00	5.00	5.00
Human Resources	3.00	3.00	3.00	3.00
Public Affairs	0.00	0.00	0.00	3.00
Municipal Court	7.00	7.00	7.00	7.00
Police	94.00	97.00	98.00	105.00
Communications	12.50	12.50	12.50	14.50
Emergency Management	2.00	2.00	2.00	2.00
Fire Department	74.00	75.00	76.00	81.00
Public Works (Streets & Drainage)	11.50	12.50	11.50	14.00
Animal Adoption Center	6.00	6.00	6.00	7.00
Fleet Maintenance	6.00	6.00	6.00	6.00
Building Maintenance	8.50	9.50	9.50	9.50
Parks and Recreation	8.00	8.00	8.00	5.00
Senior Citizen Services	2.00	2.00	2.00	2.00
Landscape and Beautification ²	2.00	2.00	2.00	0.00
Parks and Recreation Activities	8.00	8.00	8.00	8.00
Parks and Cemetery Maintenance	9.50	9.50	10.50	12.50
Moore Recreation Center	20.50	20.50	20.50	26.50
Aquatic Park ¹	37.00	37.00	37.00	37.00
Planning	4.00	4.00	4.00	4.00
Inspections	9.00	9.00	9.00	7.50
Code Enforcement	3.00	3.00	3.00	3.00
HUD DR Grant	4.00	4.00	4.00	4.00
Total City	367.00	371.25	372.75	394.50
Risk Management	2.00	2.00	1.50	2.00
Sanitation	15.00	16.00	16.00	17.00
Total MPWA	17.00	18.00	18.00	19.00
Grand Total	384.00	389.25	390.25	413.50

¹ Seasonal positions, approximately 14 weeks

² Combined with Parks and Cemetery Maintenance



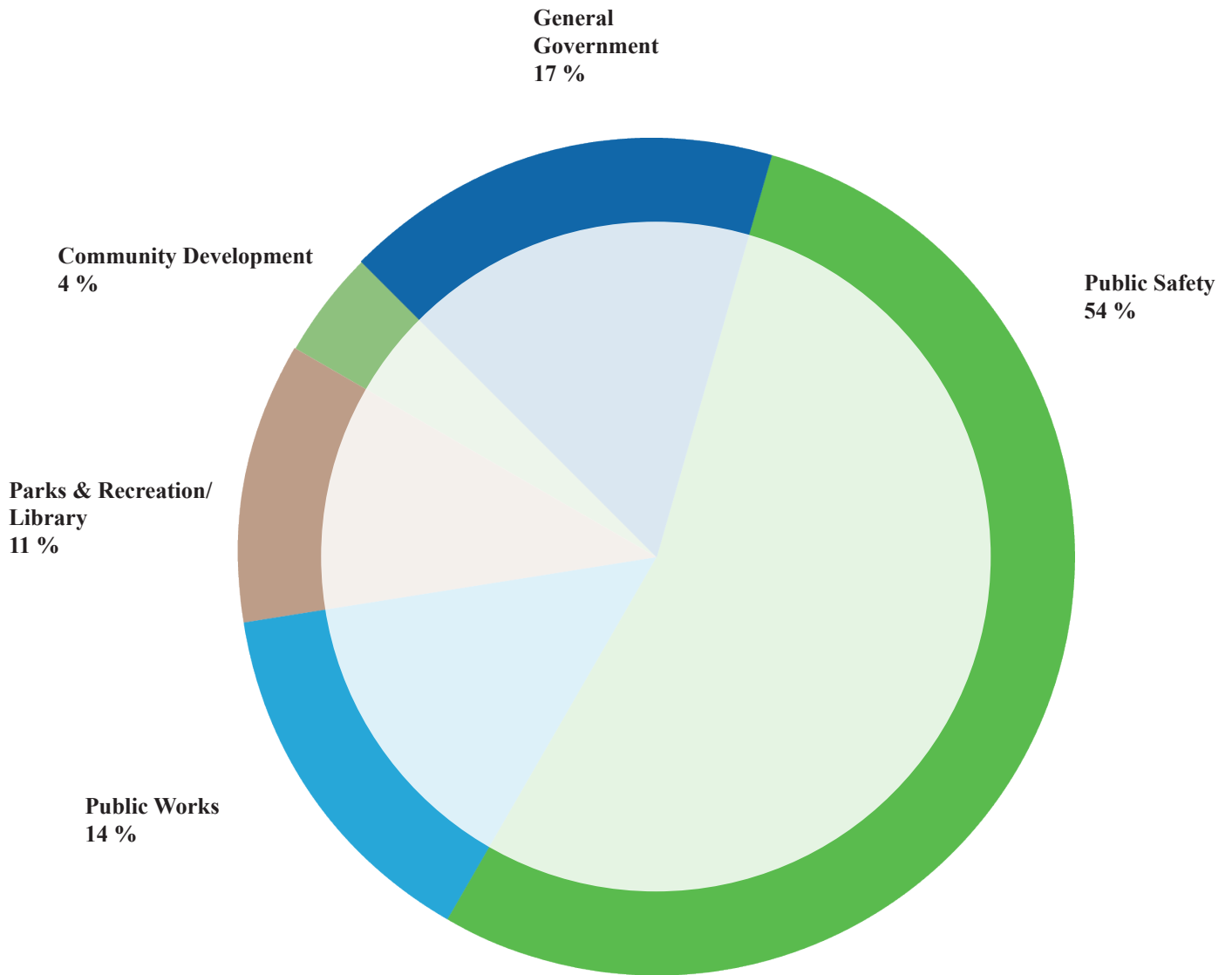
SUMMARY OF GENERAL FUND EXPENDITURES

CITY OF MOORE

Department	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22	Difference FY 21-22 / 20-21
General Government	3,801,534	2,416,524	3,039,706	623,182
Managerial	887,052	901,204	616,569	(284,635)
City Attorney	206,116	209,744	216,033	6,289
Central Purchasing	947	-	-	-
City Clerk/Finance	1,296,149	1,376,432	1,490,091	113,659
Information Technology	1,468,562	1,530,008	1,951,801	421,793
Human Resources	271,792	288,695	298,167	9,472
Public Affairs	-	-	485,404	485,404
Municipal Court	558,851	578,126	572,665	(5,461)
Police	12,178,520	12,968,902	13,601,438	632,536
Communications	841,510	1,025,751	1,218,269	192,518
Emergency Management	297,511	350,433	361,985	11,552
Fire	9,481,005	9,927,411	9,993,043	65,632
Street Improvements	-	87,500	87,500	-
Street Capital Improvements	(297)	-	-	-
Public Works	1,887,671	2,206,864	2,971,267	764,403
Animal Adoption	584,181	581,872	757,752	175,880
Public Works Facility	-	532,273	1,119,789	587,516
Fleet Maintenance	1,077,285	1,145,637	1,144,258	(1,379)
Building Maintenance	647,730	645,384	721,936	76,552
Parks & Recreation	781,172	819,505	677,356	(142,149)
Senior Citizen Center	162,171	214,807	144,626	(70,181)
Landscape & Beautification	-	-	-	-
Parks & Recreation Activities	133,631	222,717	460,593	237,876
Parks & Cemetery Maintenance	1,111,412	1,114,109	1,194,102	79,993
Recreation Center	1,417,954	1,567,194	1,800,693	233,499
Aquatic Park	606,626	678,557	789,305	110,748
Library	29,309	39,930	139,930	100,000
Community Development/Planning	563,228	553,277	524,072	(29,205)
Inspections	551,545	612,278	737,666	125,388
Code Enforcement	325,601	290,950	337,083	46,133
Capital Planning & Resiliency	135,659	176,358	187,385	11,027
Moore/Smith Cemetery	-	2,000	2,000	-
Total	\$41,304,428	\$43,064,442	\$47,642,484	4,578,042

General Fund Expenditures

CITY OF MOORE



**MOORE
PUBLIC
WORKS
AUTHORITY**



BUDGET SUMMARY

PUBLIC WORKS AUTHORITY

DEPARTMENT	ACTUAL FY 19-20	ESTIMATED FY 20-21	PROPOSED FY 21-22	DIFFERENCE FY 21-22 / 20-21
Risk Management	8,100,514	9,826,073	8,728,260	(722,047)
General Government	14,892,024	17,902,813	17,346,392	(556,421)
Sanitation	3,755,151	4,152,164	4,553,548	401,384
TOTAL	\$26,747,689	\$31,881,050	\$30,628,200	\$(1,182,850)

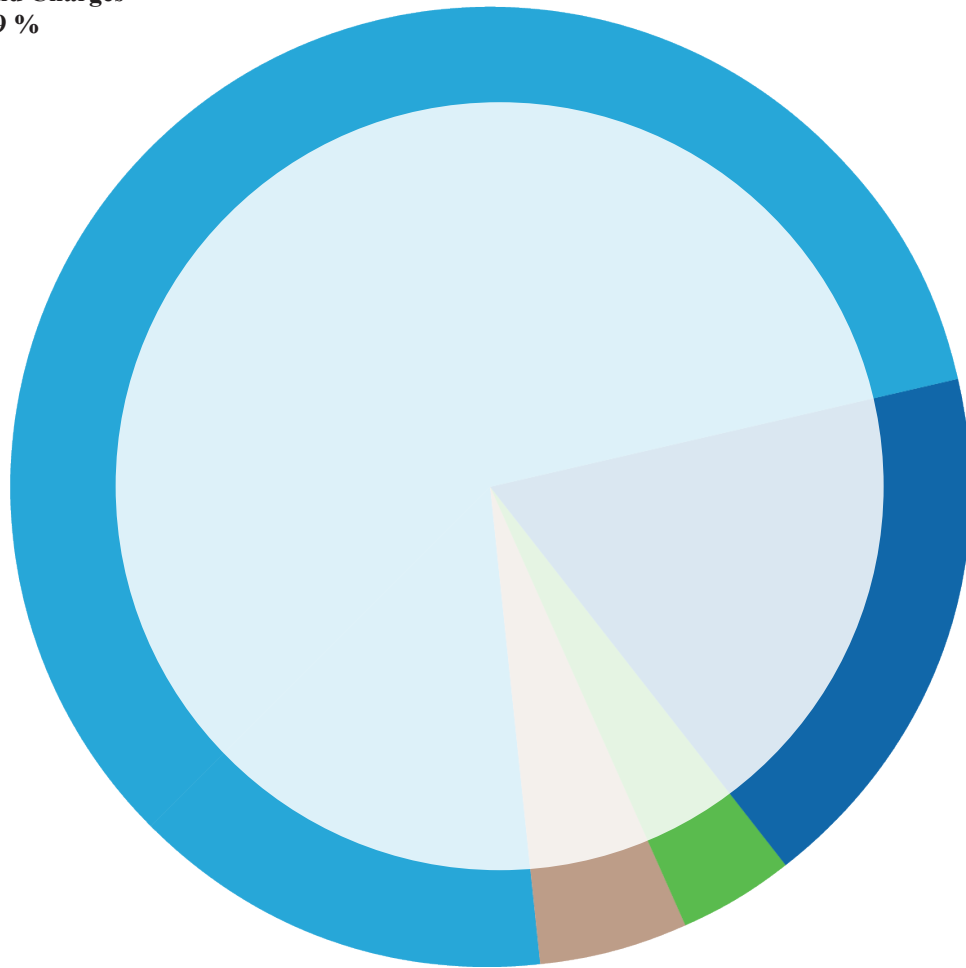
ACCOUNT	ACTUAL FY 18-19	ACTUAL FY 19-20	ESTIMATED FY 20-21	PROPOSED FY 21-22
Personal Services	1,297,534	1,323,026	1,573,364	1,514,489
Materials & Supplies	5,236,615	4,989,127	5,556,500	5,592,550
Other Services & Charges	15,279,555	16,518,318	18,597,741	18,106,613
Debt Service	3,492,492	3,186,988	4,166,189	4,166,144
Capital Outlay	502,765	730,230	1,987,206	1,248,404
TOTAL	\$25,808,961	\$26,747,689	\$31,881,050	\$30,628,200

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

UTILITY EXPENSE CATEGORIES ALLOCATION PUBLIC WORKS AUTHORITY

FY 2021-2022

**Other Services
and Charges**
59 %



**Materials &
Supplies**
18 %

**Capital
Outlay**
4 %

Debt Service
14 %

Personal Services
5 %

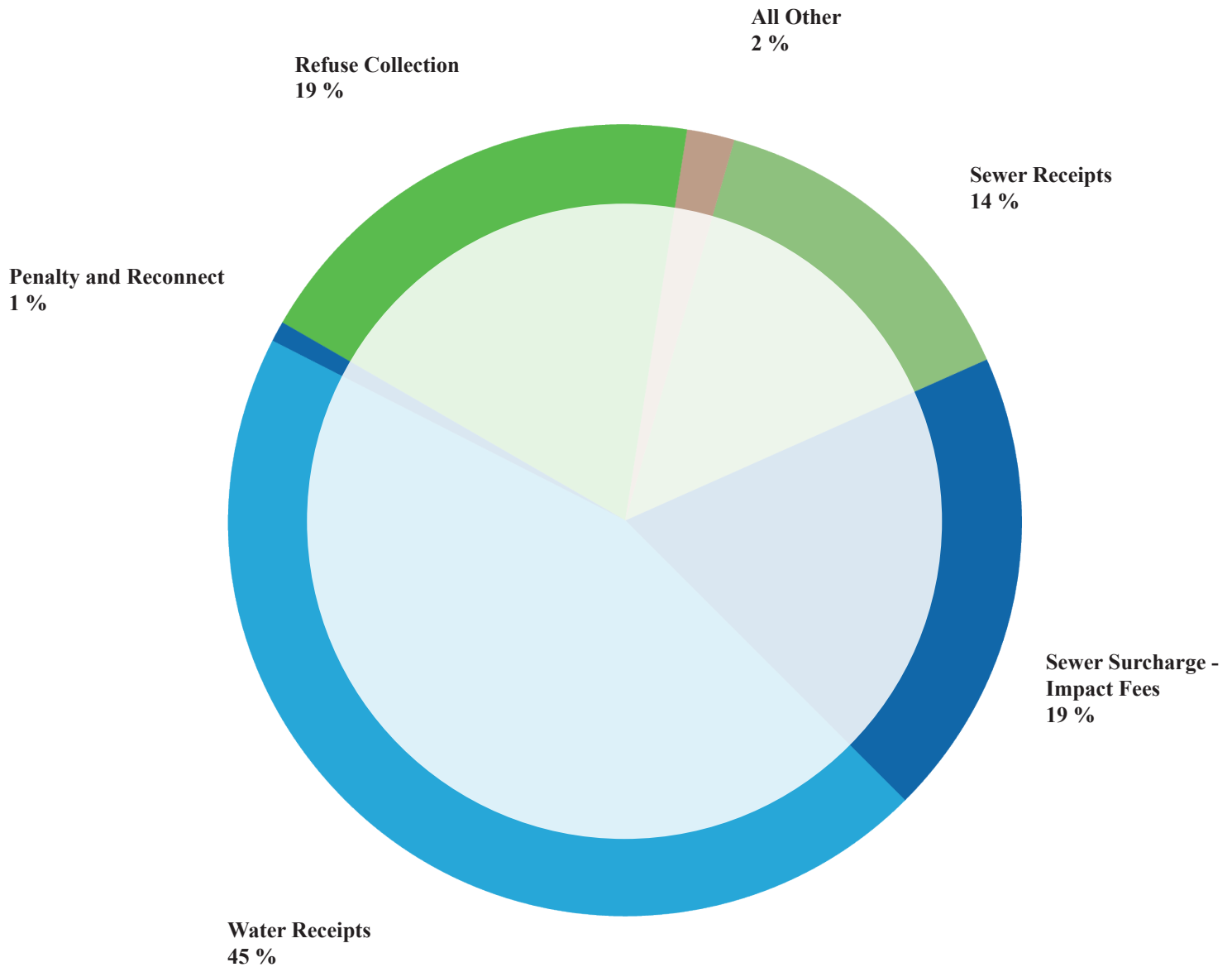
EXHIBIT "A"

MPWA SCHEDULE OF REVENUES

REVENUE SOURCE	2018-2019	2019-2020	2020-2021	2021-2022
Moore Risk Management	Actual	Actual	Budget	Budget
CHARGES FOR SERVICES:				
Health Insurance Premiums	5,578,998	5,489,614	5,521,873	6,175,695
AD & D Premiums	252,870	255,272	245,000	245,000
Cobra/Retiree Health Premiums	378,213	509,253	325,000	550,475
Reimbursement on Stop Loss Insurance	42,639	362,819	150,000	150,000
TOTAL CHARGES FOR SERVICES	6,252,720	6,616,958	6,241,873	7,121,170
MISCELLANEOUS REVENUE:				
Interest Income	6,403	4,672	5,000	500
Transfer In	1,101,109	1,422,694	1,551,590	1,536,590
Other	181,758	178,238	70,000	70,000
TOTAL MISCELLANEOUS REVENUE	1,289,270	1,605,604	1,626,590	1,607,090
RISK MANAGEMENT TOTAL REVENUES	7,541,990	8,222,562	7,868,463	8,728,260
Less: Expenses	7,560,030	8,100,514	7,868,463	8,728,260
UNRESTRICTED FUND BALANCE	(18,040)	122,048	0	0
UTILITY OPERATIONS BUDGET				
CHARGES FOR SERVICES:				
Water Receipts	9,231,836	10,662,954	10,904,150	11,675,125
Water Installations	50,635	113,175	61,345	125,000
Penalty/Reconnect Fees	181,996	221,280	180,000	180,000
Temporary/Bulk Water	9,038	(8,384)	12,000	12,000
New Service Connection Fee	114,800	119,845	113,950	115,942
Sewer Receipts	3,662,971	3,673,032	3,790,855	3,708,818
Sewer Surcharge/Impact Fee	4,099,934	4,749,100	4,496,875	4,809,491
Sewer Installations	8,618	17,095	10,283	12,326
Refuse Collection Receipts	4,752,288	4,810,874	4,705,000	4,928,700
Extra Polycart Fee	458,980	396,281	420,000	125,000
Landfill Collection Fee	65,481	66,504	64,600	65,420
TOTAL CHARGES FOR SERVICES	22,128,337	22,636,577	24,328,594	24,759,058
MISCELLANEOUS REVENUE:				
Interest Income	75,882	74,402	58,000	20,000
Other	336,744	271,379	311,885	619,605
TOTAL MISCELLANEOUS REVENUE	412,626	345,781	369,885	639,605
MPWA FUND TOTAL REVENUES	23,049,203	25,167,538	26,393,260	27,889,046
Beginning Unrestricted Fund Balance	-	-	-	-
Sales Tax Transfer from General Fund	27,229,166	24,963,728	27,090,244	29,732,258
SUB-TOTAL	50,278,369	50,131,266	53,483,504	57,621,304
Sales Tax Transfer to General Fund	(27,229,166)	(24,963,728)	(27,090,244)	(29,732,258)
Transfer to General Fund/Other Fund	(2,639,166)	(3,362,489)	(3,862,489)	(4,587,516)
Transfer to Risk Management	(905,000)	(1,230,000)	(1,411,590)	(1,411,590)
Total MPWA Revenues	19,505,037	20,575,049	21,119,181	21,899,940
Plus: Budgeted Fund Balance	0	0	0	0
Less Expenses/Encumbrances	18,248,931	18,647,175	21,119,181	21,899,940
UNRESTRICTED FUND BALANCE	1,256,105	1,927,874	0	0

CHART OF REVENUE PUBLIC WORKS AUTHORITY

FY 2021-2022



SINKING FUND

FUND 01 | DEPARTMENT 013

MPWA SINKING FUND

FUND 01 | DEPARTMENT 013

BUDGET SUMMARY

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
Category			
Construction	332,701	8,758,653	12,066,755
Total	\$332,701	\$8,758,653	\$12,066,755

PERSONNEL SUMMARY

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
Departmental Position:				
No positions budgeted through this Fund.				
Total	0.00	0.00	0.00	0.00

RISK MANAGEMENT

FUND 02 | DEPARTMENT 025

RISK MANAGEMENT

FUND 02 | DEPARTMENT 025

Goals

1. Reduce risk and prevent loss;
 2. Promote safety awareness through better safety training programs;
 3. Minimize liability from tort claims;
 4. Maintain an efficient Workers' Compensation Program;
 5. Continue to settle claims involving property damage;
 6. Get MSDS Online operational.
-

Objectives

1. Perform safety analysis and accident/incident investigations;
2. Quickly recover property damage claims;
3. Continue showing safety class videos;
4. Reduce Worker's Compensation injuries.

RISK MANAGEMENT

FUND 02 | DEPARTMENT 025

	Actual CY 2018	Actual CY 2019	Actual CY 2020
PERFORMANCE MEASUREMENTS			
Task			
Safety Training	159	180	190
Workplace Injuries	27	28	28

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
BUDGET SUMMARY			
Category			
Personal Services	122,666	168,098	209,495
Materials & Supplies	782	3,000	4,000
Other Services & Charges	7,977,067	7,694,865	8,512,265
Capital Outlay	0	2,500	2,500
Total	\$8,100,514	\$7,868,463	\$8,728,260

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
PERSONNEL SUMMARY				
Departmental Position:				
Assistant City Attorney	1.00	1.00	1.00	1.00
Loss Control Officer	1.00	1.00	0.00	1.00
Total	1.00	2.00	1.00	2.00

GENERAL GOVERNMENT

FUND 05 | DEPARTMENT 035

GENERAL GOVERNMENT

FUND 05 | DEPARTMENT 035

Goals

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

Objectives

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

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

GENERAL GOVERNMENT

FUND 05 | DEPARTMENT 035

**BUDGET
SUMMARY**

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
Category			
Materials & Supplies	4,875,888	5,309,500	5,329,500
Other Services & Charges	6,574,263	7,044,480	6,930,748
Capital Outlay	254,885	446,848	920,000
Debt Service	3,186,988	4,166,189	4,166,144
Total	\$14,892,024	\$16,967,017	17,346,392

**PERSONNEL
SUMMARY**

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
Departmental Position:				
No Budgeted Personnel				
Total	0.00	0.00	0.00	0.00

SANITATION

FUND 05 | DEPARTMENT 066

SANITATION

FUND 05 | DEPARTMENT 066

Goals

1. Reduce yard waste to landfill;
 2. Research benefits of using a solid waste transfer station for residential trash ;
 3. Use poly carts for grass clippings and leaves.
-

Objectives

1. Use mass media to encourage citizens to mulch instead of bagging grass clippings;
2. Continue to provide professional service to our citizens;
3. Adjust routes to add new residential development.

SANITATION

FUND 05 | DEPARTMENT 066

**BUDGET
SUMMARY**

Category	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
Personal Services	1,200,361	1,405,266	1,304,994
Materials & Supplies	234,262	244,050	259,050
Other Services & Charges	1,966,988	1,822,318	2,663,600
Capital Outlay	353,540	680,530	325,904
Total	\$3,755,151	\$4,152,164	\$4,553,548

**PERSONNEL
SUMMARY**

Departmental Position:	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
Sanitation Supervisor	1.00	1.00	1.00	1.00
Terminator Operator	3.00	3.00	3.00	4.00
Sanitation Equipment Operator	11.00	11.00	11.00	11.00
Polycart Operator	1.00	1.00	1.00	1.00
Total	16.00	16.00	16.00	17.00

Moore Economic Development Authority

MOORE ECONOMIC DEVELOPMENT AUTHORITY

FUND 03 | DEPARTMENT 030

Goals

1. Provide timely and accurate information to the business community, commercial real estate professionals and the public at large;
 2. Recruit business and industry to the City that complements our existing and developing economy and increases our sales tax revenues;
 3. Develop and participate in strategic relationships that impact the local and regional economies.
-

Objectives

1. Compile and disseminate accurate, detailed data on an as-needed/ as-requested basis;
2. Maintain consistent data that coordinates with other departments as well as coordinates with sources outside of the City;
3. Participate in recruiting efforts that are offered locally, regionally and nationally;
4. Serve on boards and committees with community partners whose goals are to grow the local workforce, increase commercial development, and/or enhance the quality of life in Moore, Oklahoma.

MOORE ECONOMIC DEVELOPMENT AUTHORITY

FUND 03 | DEPARTMENT 030

**BUDGET
SUMMARY**

Category	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
MEDA 2009 Bond Issue	1,197,761	1,197,761	1,197,761
2016 MEDA Note	575,388	214,104	52,826
2014 MEDA Note	654,933	0	0
2017 MEDA Note	3,692,009	797,957	0
2021 MEDA Note	0	0	1,351,409
2021B MEDA Note	0	0	5,569,258
2021C MEDA Note	0	0	1,105,288
Total	\$6,120,091	\$2,209,822	\$9,276,542

**PERSONNEL
SUMMARY**

Departmental Position:	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
No Budgeted Personnel	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00

**CITY
OF
MOORE**



RESOLUTION NO. 992(21)

RESOLUTION NO. 992 (21)

A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF MOORE ADOPTING, APPROVING AND PROMULGATING AN OFFICIAL BUDGET FOR THE CITY OF MOORE FOR FISCAL YEAR 2021-2022 IN ACCORDANCE WITH THE PROVISIONS OF THE MUNICIPAL BUDGET ACT OF THE STATE OF OKLAHOMA; APPROVING THE APPROPRIATIONS, ESTIMATE OF REVENUES, AND THE PLANNED EXPENDITURES CONTAINED IN SAID BUDGET FOR FISCAL YEAR 2021-2022; ESTABLISHING AND APPROVING THE SINKING FUND LEVIES SET FORTH IN SAID BUDGET FOR FISCAL YEAR 2021-2022; AND DIRECTING THAT SAID BUDGET BE FILED AND PUBLISHED IN ACCORDANCE WITH STATE LAW.

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

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

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

WHEREAS, in accordance with provisions of the Municipal Budget Act, the City Council did hold a public hearing on the recommended budget on the date of May 14, 2021, with said hearing being not later than fifteen (15) days prior to the beginning of the next ensuing fiscal year; and,

WHEREAS, the Municipal Budget Act requires that the City's budget for Fiscal Year 2021-2022 be adopted at least seven (7) days prior to the beginning of the next ensuing budget year; and,

WHEREAS, the Mayor and City Council have carefully considered the recommendation of the City Manager regarding the budget for Fiscal Year 2021-2022 (subject to any necessary amendments or supplements thereto during the fiscal year as provided by law), has been reduced to writing in detail as required by law, and a copy of said final and complete budget for Fiscal Year 2021-2022 is attached hereto and made a part hereof and marked Exhibit "B"; and,

WHEREAS, the final budget for Fiscal Year 2021-2022 containing the appropriations for various departments of the City, an estimate of revenues, a planned program for expenditures and sinking fund levies for Fiscal Year 2021-2022, all of which are supported by full and sufficient financial information; and,

WHEREAS, the adoption of said budget for Fiscal Year 2021-2022, all as set forth in Exhibit "B", attached, in compliance with the provisions of the Municipal Budget Act, would be in the best interest of the City of Moore and the residents thereof;

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

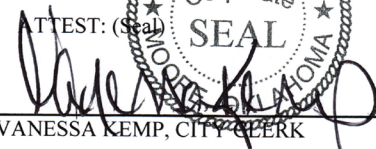
NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Moore that:

1. The final and complete budget for Fiscal Year 2021-2022, subject to amendments allowed under state law, all as set forth in Exhibit "B" attached are hereby approved, confirmed and established; and,
2. The appropriations for each of the various City departments, the estimate of revenues, the planned program of expenditures, and the sinking fund levies for Fiscal Year 2021-2022, all as set forth in Exhibit "B" attached, are hereby approved, confirmed and established; and,
3. The Director of Finance and the City Clerk are hereby instructed to file the adopted budget, set forth in Exhibit "B" attached, with the office of the State Auditor and Inspector; and,
4. The Finance Director is further instructed to take the necessary steps as required by law to present the sinking fund levies for Budget Year 2021-2022 to the Cleveland County Excise Board for approval; and,
5. The City Clerk is hereby directed and instructed to retain at least one copy of the final and complete budget for Fiscal Year 2021-2022 as the same may be amended during said fiscal year, on file in his/her office for inspection; and,
6. In accordance with the Municipal Budget Act of 1979, specifically 11 Okla. Stat. (1981) § 17-215, the City Manager as Chief Executive Officer of the City, or his designee, is hereby authorized to transfer unexpended and unencumbered appropriations, or any portion thereof, from one account to another within the same department or to another within the same fund, except that no appropriation for debt service or other appropriation required by law or ordinance may be reduced below the required minimum. The City's appropriation shall be established at the expenditure classification levels of personal services, materials and supplies, other services and charges, capital outlays, and debt services, as provided by 11 Okla. Stat. (1981) § 17-213, further account detail are provided in the budget for explanation only.


PASSED AND APPROVED this 7 day of June, 2021.



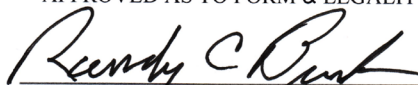
MARK HAMM, VICE MAYOR

ATTEST: (Seal)


VANESSA KEMP, CITY CLERK



The seal is circular with a double-line border. The outer ring contains the text "CITY OF MOORE" at the top and "MOORE, OKLAHOMA" at the bottom, separated by two stars. The inner circle contains the text "Corporate SEAL" in the center.

APPROVED AS TO FORM & LEGALITY:


RANDY C. BRINK, CITY ATTORNEY

EXHIBIT “B” SCHEDULE OF REVENUES

CITY OF MOORE

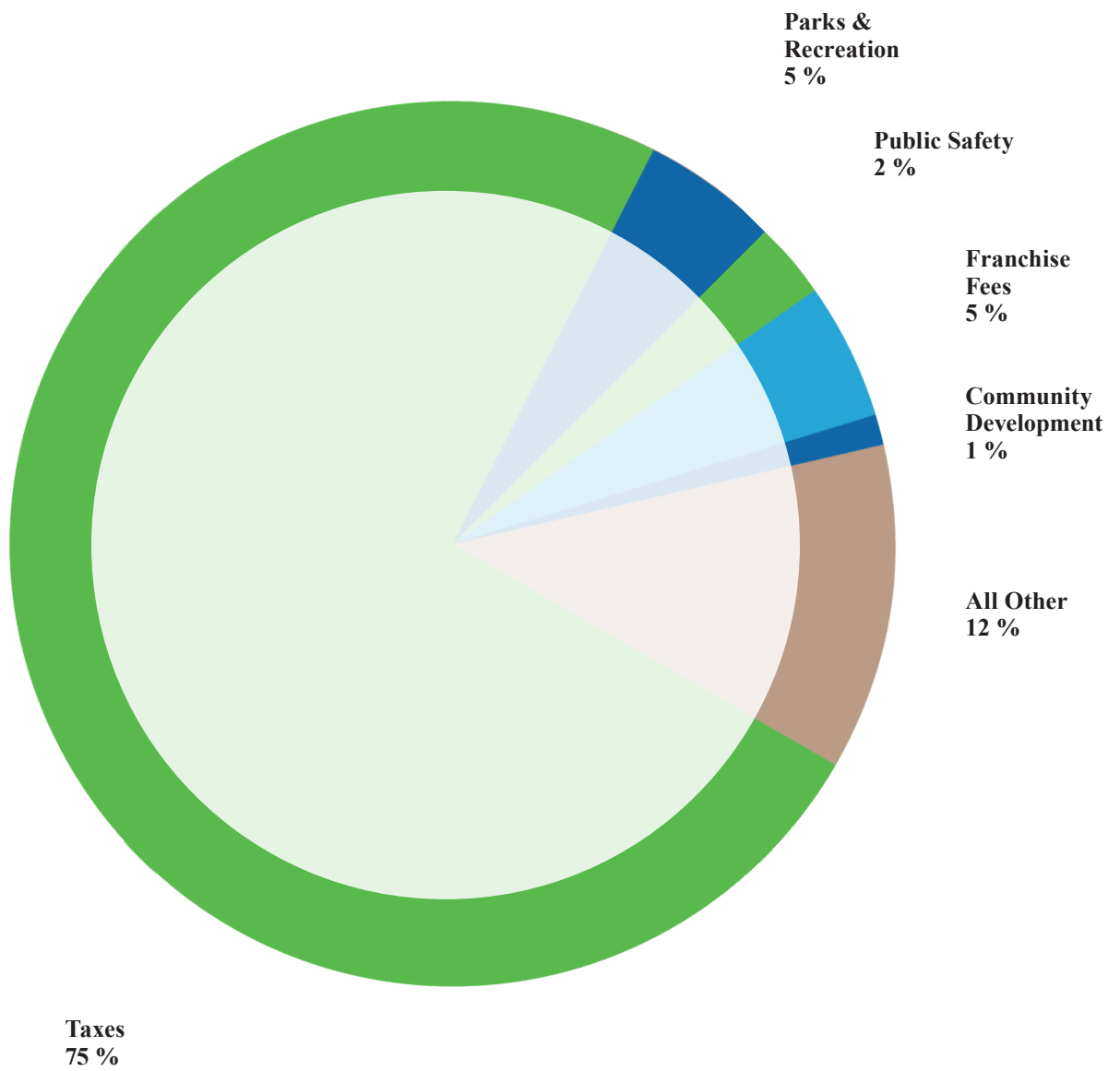
REVENUE SOURCE	2018-2019 Actual	2019-2020 Actual	2020-2021 Budget	2021-2022 Budget
GENERAL GOVERNMENT TAXES:				
Sales Tax	27,323,550	27,304,443	26,915,244	29,557,258
Sales Tax-Rebates	0	0	175,000	175,000
Franchise (Cable)	548,237	522,447	547,075	525,000
Franchise (Electric)	1,629,147	1,625,421	1,725,000	1,625,000
Franchise (Gas)	279,901	246,942	257,264	350,000
Franchise (Telephone)	34,040	31,367	35,000	27,500
AT&T Video Franchise	142,206	148,293	148,672	148,672
Use Tax	2,319,987	3,023,743	2,807,715	4,260,000
Cigarette/Tobacco Tax	297,728	319,547	380,000	340,000
Alcoholic Beverage Tax	207,225	251,218	225,001	275,000
Gasoline Excise Tax	112,997	109,395	114,333	114,333
Motor Vehicle Tax	436,451	431,410	433,426	433,426
TOTAL TAXES	\$33,331,469	\$34,014,225	\$33,763,730	\$37,831,189
GENERAL GOVERNMENT LICENSES AND PERMITS:				
Alarm Permits	5,825	2,631	4,973	0
Licenses and Permits - Clerk	146,507	144,595	75,000	82,269
TOTAL LICENSES AND PERMITS	\$152,332	\$147,226	\$79,973	\$82,269
GENERAL GOVERNMENT INTERGOVERNMENTAL REVENUE:				
School System Cost Sharing	319,554	357,345	355,876	355,876
TOTAL INTERGOVERNMENTAL	\$319,554	\$357,345	\$355,876	\$355,876
GENERAL GOVERNMENT MISCELLANEOUS:				
Interest Earnings	178,730	140,107	135,000	29,942
Sales Tax Interest	26,929	28,964	24,035	23,300
Cemetery Sales & Staking Fees	132,974	149,752	147,086	165,537
AT&T - Land Rental	15,057	15,057	20,286	15,057
Windemere Special Assessment	22,259	16,959	18,020	0
Reports & Copies	30,041	22,433	25,000	5,000
Application Fees	6,355	4,965	7,833	12,500
Sales of Material	6,626	5,055	6,760	5,000
Miscellaneous Revenue	134,365	314,238	46,393	80,250
TOTAL MISCELLANEOUS	\$533,336	\$697,530	\$430,413	\$336,586

REVENUE SOURCE	2018-2019 Actual	2019-2020 Actual	2020-2021 Budget	2021-2022 Budget
PUBLIC SAFETY INTERGOVERNMENT:				
EMSSTAT	0	0	0	100,000
TOTAL PUBLIC WORKS	\$0	\$0	\$0	\$100,000
PUBLIC SAFETY FINES:				
Court Fines & Fees	1,102,683	1,003,212	1,037,350	1,025,000
Juvenile Court Fines	28,274	18,903	23,008	16,000
AMS Collection Revenue	42,463	42,838	41,699	42,000
Jail Cost Revenues	37,715	29,651	30,000	27,500
City Portion-Sheriff's Fee	4,263	4,157	4,074	3,000
Miscellaneous Fees	1,511	960	0	0
TOTAL PUBLIC SAFETY FINES	\$1,216,909	\$1,099,721	\$1,136,131	\$1,113,500
PUBLIC SAFETY MISCELLANEOUS:				
Public Safety Miscellaneous	0	1	500	0
TOTAL PUBLIC WORKS	\$0	\$1	\$500	\$0
PUBLIC WORKS:				
Animal Welfare Fees	43,207	35,325	40,539	27,500
TOTAL PUBLIC WORKS	\$43,207	\$35,325	\$40,539	\$27,500
PARKS & RECREATION REVENUES:				
Various Class Fees/Rentals	120,627	100,469	170,200	74,200
Recreation Center Memberships	1,251,148	1,037,576	1,220,000	1,100,000
Recreation Center Day Passes	88,299	84,959	80,000	85,000
Recreation Center Concessions	217,702	216,067	209,000	219,000
Recreation Classes, Camps, & Events	266,423	289,675	255,920	305,370
Athletic League Fees	105,813	73,305	113,150	124,675
Aquatics Admissions & Passes	278,823	241,738	401,000	330,000
Aquatics Concession	47,215	117,301	0	0
Parks & Recreation Miscellaneous	14,676	9,000	46,460	14,000
TOTAL PARKS & RECREATION	\$2,390,726	\$2,170,090	\$2,404,730	\$2,252,245

REVENUE SOURCE	2018-2019 Actual	2019-2020 Actual	2020-2021 Budget	2021-2022 Budget
COMMUNITY DEVELOPMENT/ PLANNING				
PERMITS & LICENSES REVENUES:				
Oil Well Inspections	11,700	11,700	10,425	11,250
Contractor Licenses	72,386	47,161	75,763	100,000
Miscellaneous Permits & Licenses	98,956	244,435	138,146	225,000
Burn Permit	510	935	489	680
Building/ Occupancy Permits	123,329	85,871	101,727	110,000
State Surcharge	1,212	1,205	1,999	1,200
Plan Review	4,850	11,590	5,955	10,500
Detention Fees	7,551	9,232	11,532	15,000
Condemnation/Demolition	4,006	0	0	0
Mowing Liens	75,004	73,582	73,542	80,000
Code Enforcement Revenue	55,439	53,696	49,210	50,000
TOTAL COMMUNITY DEVELOPMENT	\$454,943	\$539,407	\$468,788	\$603,630
GENERAL FUND REVENUES:				
Beginning Unrestricted Fund Balance	0	0	0	0
Sales Tax Transfer from MPWA	27,299,166	27,304,443	27,090,244	29,732,258
Sales Tax Transfer to MPWA	(27,299,166)	(27,304,443)	(27,090,244)	(29,732,258)
Transfer from MPWA	2,639,166	3,362,489	3,862,489	4,587,516
Transfer (to) from Other Funds	(2,533)	(50,000)	(50,000)	(219,100)
Total General Fund Revenues	41,101,433	42,373,357	42,493,169	47,071,211
Plus: Reserved Fund Balance	0	45,686	571,273	571,273
Less: Expenditures/Encumbrances	39,763,551	41,304,428	43,064,442	47,642,484
UNRESTRICTED FUND BALANCE	1,337,882	1,114,615	0	0

GENERAL FUND REVENUES BY CATEGORY CITY OF MOORE

FY 2021-2022

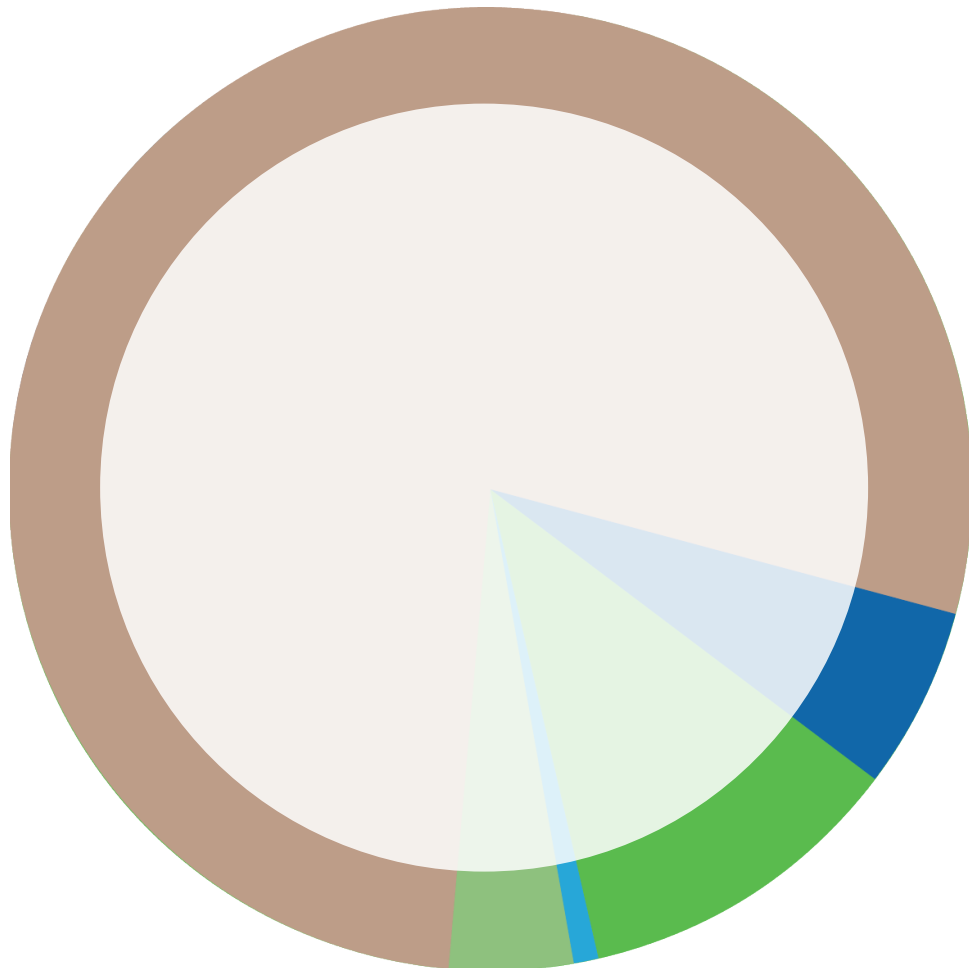


SOURCES OF TAX REVENUE

CITY OF MOORE

FY 2021-2022

Sales Tax
78 %



All Other
4 %

Use Tax
11 %

Franchise Fees
6 %

Motor Vehicle
1 %

TOP 10 TAXPAYERS FOR 2020 (AD VALOREM) CITY OF MOORE

ENTERPRISE	TAX
Mission Point	6,141,052
Oklahoma Gas & Electric	5,518,703
Walmart/ Sam's Club	4,832,837
KRG (Shops @ Moore)	4,187,490
Green's at Moore	4,054,930
Realty Income Properties	3,226,575
Thirty5 West	2,730,674
Cameron International	2,560,429
Oklahoma Natural Gas	2,256,586
Horn Equipment	2,079,131

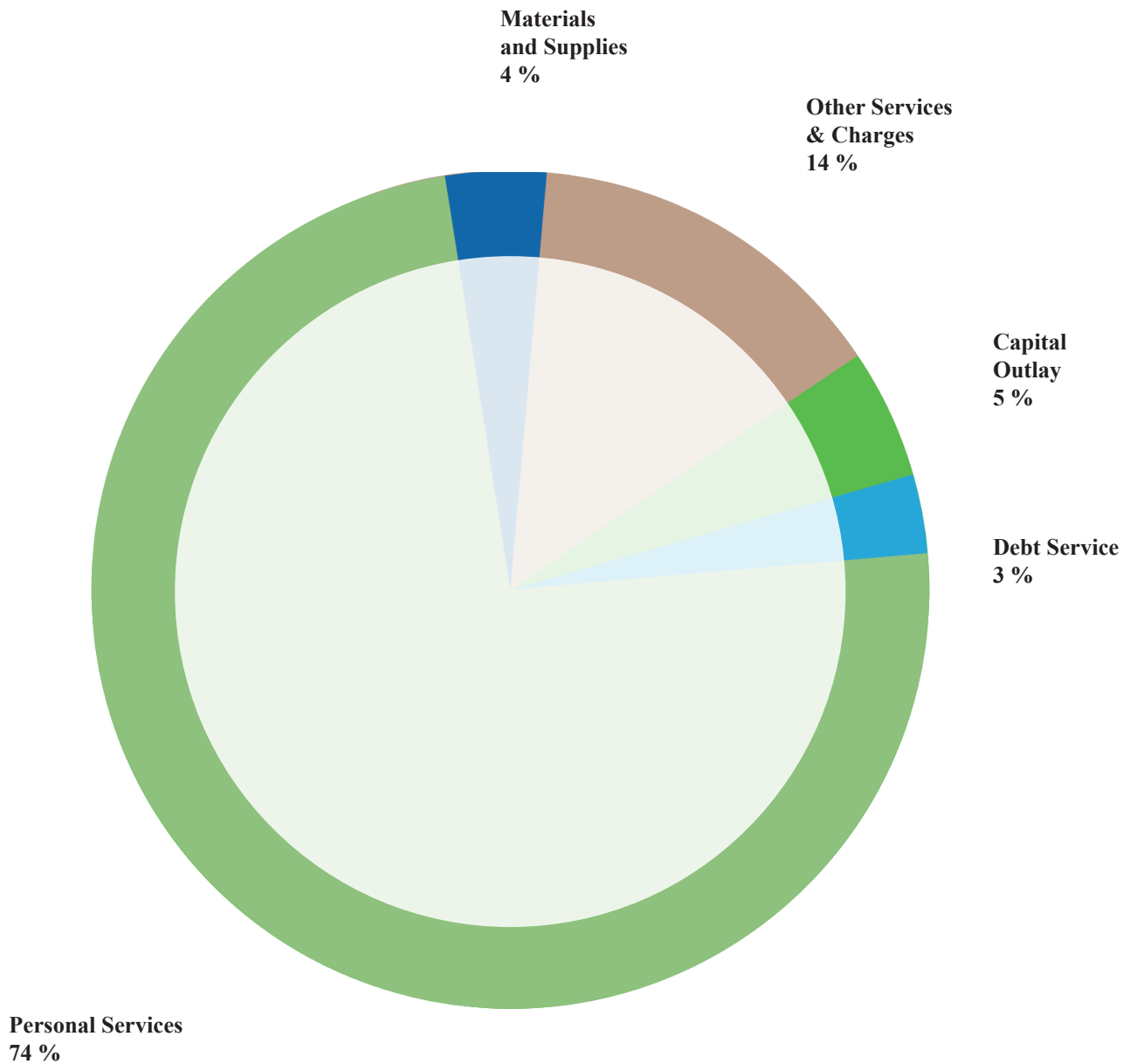
Source Cleveland County Assessor

SUMMARY OF GENERAL FUND EXPENDITURE BY COST CATEGORY CITY OF MOORE

CATEGORY	ACTUAL FY 18-19	ACTUAL FY 19-20	ESTIMATED FY 20-21	PROPOSED FY 20-22
Personal Services	30,844,582	31,326,307	33,394,354	35,090,756
Materials & Supplies	1,616,196	1,554,854	1,706,102	1,846,697
Other Services & Charges	5,446,946	5,419,557	5,918,127	6,492,646
Capital Outlay	525,339	1,151,399	848,098	2,590,891
Debt Service	1,330,488	1,852,311	1,197,761	1,621,494
TOTAL	\$39,763,551	\$41,304,428	\$43,064,442	\$47,642,484

ALLOCATION OF GENERAL FUND EXPENDITURES CITY OF MOORE

FY 2021-2022



GO STREET BONDS

Fund 04 |

STREET IMPROVEMENTS

2018 GO BONDS

2019 GO BONDS

GENERAL OBLIGATION STREET BONDS

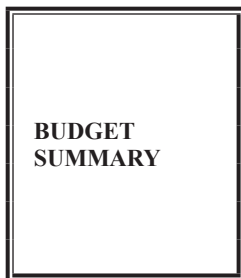
FUND 04

Goals

1. Continue to work on projects approved by the voters at the general election on June 26, 2018:
 - a. Build an underpass for the BNSF railroad tracks;
 - b. Resurface and widen roadways;
 - c. Reconstruct and/or replace drainage channels.
-

Objectives

1. Continue engineering work on 2019 Bond Projects;
2. Continue construction work on 2019 Bond Projects.



Category	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
Street Improvements	3,708	0	0
2018 GO Bonds	106,355	0	0
2019 GO Bonds	4,653,601	5,525,348	0
2020 GO Bond	50,630	0	600,000
2021 GO Bond	0	0	11,711,800
Total	\$4,814,294	\$5,525,348	\$12,311,800

GENERAL FUND

FUND 06 | DEPARTMENTS:

035-GENERAL GOVERNMENT

040-MANAGERIAL

041-LEGAL

042-CENTRAL PURCHASING

043-FINANCE

044-INFORMATION SERVICES

045-HUMAN RESOURCES

046- PUBLIC AFFAIRS

050-MUNICIPAL COURT

051-POLICE

052-COMMUNICATIONS

053-EMERGENCY MANAGEMENT

054-FIRE

064-PUBLIC WORKS

065-ANIMAL ADOPTION CENTER

067-PUBLIC WORKS FACILITY

068-FLEET MAINTENANCE

FUND 06 | DEPARTMENTS:

069-BUILDING MAINTENANCE

070-PARKS AND RECREATION

071-SENIOR CITIZEN SERVICES

072-LANDSCAPE AND BEAUTIFICATION

073-PARKS AND RECREATION ACTIVITIES

074-PARKS AND CEMETERY MAINTENANCE

075-RECREATION CENTER

076-AQUATIC PARK

077-LIBRARY

080-COMMUNITY DEVELOPMENT

081-INSPECTIONS

082-CODE ENFORCEMENT

083-CAPITAL PLANNING AND RESILIENCY

090-MOORE-SMITH CEMETERY

GENERAL GOVERNMENT

FUND 06 | DEPARTMENT 035

Personnel

Note: This department includes City Council expenditures, professional and legal fees and utility costs; Personal services cost includes \$16,627 for Mayor's and the City Council's annual salary and payroll tax.

Goals

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

Objectives

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

GENERAL GOVERNMENT

FUND 06 | DEPARTMENT 035

**BUDGET
SUMMARY**

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
Category			
Personal Services	11,626	11,627	11,627
Materials & Supplies	45,426	28,600	28,600
Other Services & Charges	1,312,987	1,178,536	1,377,985
Capital Outlay	579,184	0	0
Debt Service	1,852,311	1,197,761	1,621,494
Total	\$3,801,534	\$2,416,524	\$3,039,706

**PERSONNEL
SUMMARY**

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
Departmental Position:				
Mayor	1.00	1.00	1.00	1.00
Council Members	6.00	6.00	6.00	6.00
Total	7.00	7.00	7.00	7.00

MANAGERIAL

FUND 06 | DEPARTMENT 040

Goals

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

Objectives

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

MANAGERIAL

FUND 06 | DEPARTMENT 040

**BUDGET
SUMMARY**

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
Category			
Personal Services	868,461	886,004	606,369
Materials & Supplies	7,321	4,700	4,700
Other Services & Charges	11,270	10,500	5,500
Capital Outlay	0	0	0
Total	\$887,052	\$901,204	\$616,569

**PERSONNEL
SUMMARY**

	Prior Year FY19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
Departmental Position:				
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager	2.00	1.00	1.00	1.00
Economic Development Director	1.00	0.00	0.00	0.00
Public Affairs Director	0.00	1.00	1.00	0.00
Assistant to the City Manager	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00
Community Outreach Specialist	0.00	1.00	1.00	0.00
Total	6.00	6.00	6.00	4.00

LEGAL

FUND 06 | DEPARTMENT 041

Goals

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

Objectives

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

LEGAL

FUND 06 | DEPARTMENT 041

	Actual FY 19-20	Estimated FY20-21	Projected FY 21-22
PERFORMANCE MEASUREMENTS			
Task			
Juvenile Citations	810	681	800
Court Citations	10,083	8,818	9,000
Warrants Issued	3,324	3,428	3,600
Trial Docket Cases	19	22	20

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
BUDGET SUMMARY			
Category			
Personal Services	195,517	199,414	204,895
Materials & Supplies	60	425	425
Other Services & Charges	10,539	9,705	10,513
Capital Outlay	0	0	0
Total	\$206,116	\$209,744	\$216,033

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
PERSONNEL SUMMARY				
Departmental Position:				
City Attorney	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00

CENTRAL PURCHASING

FUND 06 | DEPARTMENT 042

Goals

1. Make optimum use of the time saving programs provided via the Internet;
 2. Continue to strive for better and more efficient services for the departments;
 3. Increase knowledge regarding Oklahoma purchasing law;
 4. Make purchases that are the best value for the City.
-

Objectives

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

CENTRAL PURCHASING

FUND 06 | DEPARTMENT 042

**BUDGET
SUMMARY**

Category	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
General Office Supplies	0	0	0
Janitorial Supplies	953	15,000	7,500
Electrical Supplies	0	2,000	0
Printing & Publications	0	2,000	0
Transfer/Charge Backs	(6)	(19,000)	(7,500)
Total	\$947	\$0	\$0

**PERSONNEL
SUMMARY**

Departmental Position:	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
**Finance Department staff operates the Central Supply Office. See Department 043.				
Total	0.00	0.00	0.00	0.00

FINANCE

FUND 06 | DEPARTMENT 043

Goals

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

Objectives

1. Improved customer service with training and equipment;
2. Continual improvement of cost management;
3. Increased use of e-bills and electronic payments.

FINANCE

FUND 06 | DEPARTMENT 043

**BUDGET
SUMMARY**

Category	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
Personal Services	1,193,053	1,219,677	1,307,492
Materials & Supplies	11,184	15,825	15,825
Other Services & Charges	91,913	140,930	140,930
Capital Outlay	0	0	25,844
Total	\$1,296,149	\$1,376,432	\$1,490,091

**PERSONNEL
SUMMARY**

Departmental Position:	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
Finance Director	1.00	1.00	1.00	1.00
Assistant Finance Director	1.00	1.00	1.00	1.00
Asst. to the Finance Director	1.00	1.00	1.00	1.00
Accountant I	1.00	1.00	0.00	0.00
Senior Accountant	0.00	0.00	1.00	1.00
Customer Service Supervisor	1.00	1.00	1.00	1.00
Payroll Clerk	1.00	1.00	1.00	1.00
Utility Billing Clerk	0.75	0.00	0.00	0.00
Accounts Payable Clerk	1.00	1.00	1.00	1.00
Cashier	0.00	0.00	0.00	0.00
Head Cashier	1.00	1.00	1.00	1.00
Customer Service Representative	4.00	4.00	4.00	5.00
Customer Service Representative (Part-Time)	0.75	0.75	0.75	0.00
Part-Time Cashiers	0.00	0.00	0.00	0.00
Deputy City Clerk	1.00	1.00	1.00	1.00
Purchasing Agent	1.00	1.00	1.00	1.00
Part-Time Receptionist (2)	1.00	1.00	1.00	1.00
Total	16.50	15.75	15.75	16.00

INFORMATION TECHNOLOGY

FUND 06 | DEPARTMENT 044

Goals

1. Information Technology will leverage existing, emerging, and innovative technologies to enhance, improve, and streamline business processes.
 2. Information Technology will ensure the privacy, integrity, reliability and appropriate use of information resources.
 3. Information Technology will meet or exceed customer requirements for technology service delivery.
-

Objectives

1. Maintain a reliable and scalable information technology infrastructure, enabling innovative uses of technology.
2. Obtain feedback from users on satisfaction levels and desired new services and implement changes accordingly.
3. Evaluate and maintain the existing security program and services to align with best practices or new/pending legislation
4. Evaluate and implement security technologies to ensure the privacy and integrity of information resources.
5. Evaluate business processes and identify efficiencies that could be gained by leveraging the use of existing or emerging technologies.
6. Improve and enhance access to information resources required to effectively accomplish The City of Moore's objectives
7. Develop information technology policies, procedures, and practices that efficiently and effectively manage IT assets and meet the technology needs of the city.

INFORMATION TECHNOLOGY

FUND 06 | DEPARTMENT 044

	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
PERFORMANCE MEASUREMENTS			
Task			
Service Calls	7,351	7,402	7,400
New Computers Installed	32	86	25

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
BUDGET SUMMARY			
Category			
Personal Services	437,900	470,233	508,026
Materials & Supplies	26,959	36,525	136,525
Other Services & Charges	923,565	1,023,250	1,063,250
Capital Outlay	80,138	0	244,000
Total	\$1,468,562	\$1,530,008	\$1,951,801

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
PERSONNEL SUMMARY				
Departmental Position:				
Information Technology Director	1.00	1.00	1.00	1.00
IT Security Specialist	0.00	1.00	1.00	1.00
Network Technician	2.00	2.00	2.00	2.00
PC Technician	1.00	0.00	0.00	0.00
GIS Analyst	1.00	1.00	1.00	1.00
Total	5.00	5.00	5.00	5.00

HUMAN RESOURCES

FUND 06 | DEPARTMENT 045

Goals

1. Recruit and retain a diverse workforce to meet the needs of the City;
 2. Administer the HR function effectively and efficiently while maintaining internal customer satisfaction;
 3. Ensure compensation, performance management, and performance-based pay processes are designed and executed to align with City-wide goals;
 4. Maintain strong medical, ancillary, and wellness benefits that empower members to manage and control their own health, while controlling costs for the member and the City in conjunction with the Health Benefits Committee, consultants, and third-party administrators.
-

Objectives

1. Increase the number of well-qualified applicants for City vacancies by decreasing barriers to opportunities through implementation of paperless, web-based job application program to reduce paper application received to below 10% by June 30, 2021;
2. Increase employee and manager satisfaction with the performance management processes by implementing a paperless, web-based performance evaluation program for non-union employees with participation goal of 75% by June 30, 2021;
3. Decrease time for employees to receive performance-based (merit) pay increases by building on the capabilities of the web-based annual performance review process implementation;
4. Implement additional incentives for employees to offset health benefit costs;
5. Manage health benefits costs to stay at or below the average expected annual increase of 5%.
6. Evaluate Personnel

HUMAN RESOURCES

FUND 06 | DEPARTMENT 045

	Actual CY 2020	Estimated CY 2021	Projected CY 2022
PERFORMANCE MEASUREMENTS			
Task			
New Hire Orientations	147	159	175

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
BUDGET SUMMARY			
Category			
Personal Services	267,755	278,095	287,567
Materials & Supplies	2,218	4,750	4,750
Other Services & Charges	1,673	5,850	5,850
Capital Outlay	146	0	0
Total	\$271,792	\$288,695	\$298,167

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-20
PERSONNEL SUMMARY				
Departmental Position:				
Human Resources Director	1.00	1.00	1.00	1.00
Benefits Specialist	1.00	1.00	1.00	1.00
HR Generalist	1.00	1.00	1.00	1.00
Total	3.00	3.00	3.00	3.00

PUBLIC AFFAIRS

FUND 06 | DEPARTMENT 046

Goals

1. Develop, execute, lead, and evaluate the City's long- and short-term integrated communication and economic development strategy using a broad range of communication channels, to include social media outreach/management, print and news media coordination, crisis communications, maintenance/enhancement of City's website, and developing and maintaining public/private partnerships with key stakeholders and prospective stakeholders.
2. Lead, drive, and manage high-level communications initiatives, citywide branding, policy, events, programs, and projects, independently and in a collaborative team setting that fosters and promotes innovation.
3. Explain, justify and defend internal/external communications and economic development programs, policies and activities; negotiate and resolve sensitive and controversial issues.
4. Enhance and promote the City's overarching brand and manage the marketing function in a manner consistent with the City's vision, organizational values, and cultural ideals that promotes confidence in the organization and advances the organization's professional reputation

Objectives

1. Fully involve all departments in the positioning of the City's Public Affairs Department in order to better integrate communications channels;
2. Problem-solve and implement strategies to enhance coordination between and among departments that aid in public interaction;
3. Produce timely and effective communications pieces across all channels.

PUBLIC AFFAIRS

FUND 06 | DEPARTMENT 046

**BUDGET
SUMMARY**

	Actual FY19-20	Estimated FY 20-21	Proposed FY 21-22
Category			
Personal Services	0	0	379,584
Materials & Supplies	0	0	2,000
Other Services & Charges	0	0	100,820
Capital Outlay	0	0	3,000
Total	\$0	\$0	\$485,404

**PERSONNEL
SUMMARY**

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
Departmental Position:				
Public Affairs Director	0.00	0.00	1.00	1.00
Marketing Specialist	0.00	0.00	1.00	1.00
Marketing & Communications Manager	0.00	0.00	1.00	1.00
Total	0.00	0.00	3.00	3.00

COURT

FUND 06 | DEPARTMENT 050

Goals

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

Objectives

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

COURT

FUND 06 | DEPARTMENT 050

	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
PERFORMANCE MEASUREMENTS			
Task			
Fines Collected	\$1.1M	\$1.0M	\$1.2M
Court Notify Calls	9,658	10,509	9,600

	Actual FY19-20	Estimated FY 20-21	Proposed FY 21-22
BUDGET SUMMARY			
Category			
Personal Services	477,462	493,311	486,650
Materials & Supplies	25,486	5,450	5,450
Other Services & Charges	55,903	79,365	75,565
Capital Outlay	0	0	5,000
Total	\$558,851	\$578,126	\$572,665

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
PERSONNEL SUMMARY				
Departmental Position:				
Municipal Judge	2.00	2.00	2.00	2.00
Municipal Court Administrator	1.00	1.00	1.00	1.00
Deputy Court Clerk	3.00	3.00	3.00	3.00
Warrant Officer	1.00	1.00	1.00	1.00
Total	7.00	7.00	7.00	7.00

POLICE

FUND 06 | DEPARTMENT 051

Goals

1. Establish appropriate staffing levels for all areas of the police department to provide the highest level of service for the residents of the city of Moore, Oklahoma.
2. To reduce civil liability and increase professional service levels, by assigning industry-standard span of control levels with first-line supervisors and direct reports.
3. To continue to carry out the Mission, Vision, and Values of the Moore Police Department in Service to the residents of Moore. By “Passionately Protecting” and “humbling putting service before self.”
4. Establish strong partnerships and community outreach to the residents we serve. Building trust and legitimacy in our community in accordance with 21st-century policing philosophies.
5. Continue to develop strong leadership inside the department at all levels to increase competency and high service delivery, while simultaneously reducing civil liability to the city of Moore.

Objectives

1. We completed a comprehensive staffing study in January 2021. Our objective would be to start addressing some of the shortcomings discovered during the staffing study. This would be accomplished first by establishing three additional Lieutenant positions in the police department to tackle the improper span of control we currently have.
2. After establishing three additional Lieutenants there would be an increased need to backfill the patrol positions lost due to promotions. Additional officers would be needed to maintain current staffing levels.
3. In accordance with the staffing study, we would request to hire 3 new police officer positions. This would be a first step in the overall staffing increase goals. These positions would be in line with staffing requirements and help increase our ability to passionately protect and humbly serve the residents of Moore.
4. Continue the increased focus on leadership development. This would be accomplished through additional leadership training opportunities.

POLICE

FUND 06 | DEPARTMENT 051

	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
PERFORMANCE MEASUREMENTS			
Task			
Citations Written	8,929	7,700	7,200
Warnings Written	7,743	7,000	7,500
Arrests	2,748	2,100	2,500

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
BUDGET SUMMARY			
Category			
Personal Services	11,691,140	12,366,172	12,966,638
Materials & Supplies	209,922	275,500	301,000
Other Services & Charges	249,116	288,230	333,800
Capital Outlay	28,342	39,000	0
Total	\$12,178,520	\$12,968,902	\$13,601,438

	Prior Year FY19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
PERSONNEL SUMMARY				
Departmental Position:				
Chief of Police	1.00	1.00	1.00	1.00
Deputy Police Chief	1.00	1.00	1.00	1.00
Police Major	2.00	2.00	2.00	2.00
Administrative Assistant	1.00	1.00	1.00	1.00
Administrative Clerk-Detective	1.00	1.00	1.00	1.00
Property Clerk	0.00	0.00	1.00	1.00
Property Clerk - Digital Media	0.00	0.00	0.00	1.00
Crime Analyst	0.00	0.00	0.00	1.00
Records - Administrative Clerk	3.00	3.00	2.00	2.00
Captain	5.00	5.00	5.00	5.00
Lieutenant	8.00	8.00	8.00	11.00
Sergeant	53.00	53.00	53.00	54.00
Police Officer I & II	19.00	19.00	19.00	24.00
Total	94.00	97.00	97.00	105.00

COMMUNICATIONS

FUND 06 | DEPARTMENT 052

Goals

1. To provide timely and accurate emergency telecommunications services between the community and the City of Moore public safety responders.
 2. To continue finalizing new dispatch protocols and strategies to increase efficiency and effectiveness.
 3. Look for new and innovative processes for service delivery. Keeping on the leading edge of industry standards and innovations.
-

Objectives

1. Rapidly and accurately answer and assess all telephone calls for public safety assistance within the City of Moore.
2. Training and equip new communications supervisors to examine and direct a positive work environment and culture in the Division.
3. Reduce radio traffic on the main police and fire channels by leveraging computer interface technology.
4. Increase efficiency in dispatch to reduce call delay time and improve fire dispatch times for maximum support of an ISO #1 rating.
5. To train and equip employees to provide the best customer service and tactical accuracy for resources responding in the field.
6. Implementing advanced training and dispatching protocols.
7. Implement stronger day-to-day supervisory oversight and engagement.
8. Increase “customer service” based training.
9. Creating dedicated call takers to limit multitasking and making more time to gather accurate detailed information.

COMMUNICATIONS

FUND 06 | DEPARTMENT 052

	Actual CY 2019	Estimated CY 2020	Projected CY 2021
PERFORMANCE MEASUREMENTS			
Task			
Calls Received	78,971	77,889	69,595

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
BUDGET SUMMARY			
Category			
Personal Services	821,478	995,551	1,170,219
Materials & Supplies	8,293	9,750	10,000
Other Services & Charges	11,739	20,450	38,050
Capital Outlay	0	0	0
Total	\$841,510	\$1,025,751	\$1,218,269

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
PERSONNEL SUMMARY				
Departmental Position:				
Supervisor	1.00	1.00	1.00	1.00
Dispatcher II	2.00	2.00	2.00	2.00
Dispatcher I	9.00	9.00	11.00	11.00
Part Time Dispatcher	0.50	0.50	0.50	0.50
Total	12.50	12.50	14.50	14.50

EMERGENCY MANAGEMENT

FUND 06 | DEPARTMENT 053

Goals

1. Aid in mitigation and preparedness before a disaster and to alleviate injury or damage through a coordinated response and recovery from damages resulting from any disaster or major emergency;
 2. Protect the lives and health of the citizens of Moore and their property and property rights in any emergency or disaster event.
-

Objectives

1. Monitoring and maintaining an awareness of all threats to and vulnerabilities of the City, including those that are natural, man-made, or technological in nature; promoting actions to mitigate where possible the threats and vulnerabilities identified; coordinating and disseminating information concerning those threats and vulnerabilities to the emergency management forces of the City, the civilian population, and other interested parties; and providing alerting and/or warning concerning impending threats to the population of the City of Moore;
2. Developing and coordinating plans for the immediate use of all of the facilities, equipment, manpower and other resources of the City of Moore for the purpose of minimizing or preventing damage to persons and property; protecting and restoring to usefulness governmental services and public utilities necessary for public health, safety and welfare;
3. Coordinating the recruitment of volunteer personnel and agencies to augment the personnel and facilities of the City of Moore for disaster purposes;
4. Negotiating and concluding agreements with owners or persons in control of buildings or other property for the use of such buildings or other property for emergency purposes and designating suitable buildings as public shelters;
5. Providing and promoting informational, educational, outreach, and training programs to emergency management forces of the City, the civilian population, and other interested parties as to the mitigation of, preparation for, response to, and recovery from disasters, civil emergencies and enemy attack;
6. Conducting practice exercises to insure the efficient operation of emergency and disaster forces and to familiarize disaster workers and residents with disaster regulations, procedures and operations;
7. Maintaining and managing an Emergency Operations Center and other support facilities and locations during disaster operations, so as to facilitate coordination of emergency management forces during disasters, civil emergencies and enemy attack;
8. Coordinating the activity of all other public and private agencies engaged in any disaster activity;
9. Assuming such authority and conducting such activity as the City Manager may direct to promote and execute the Emergency Operations Plan;
10. Supporting long-term recovery efforts within the City of Moore after disasters, civil emergencies and enemy attack; promoting efforts to increase the City's resiliency prior to, during, and after emergency events;
11. Documenting all activities conducted in support of emergency management program objectives; providing required information and reports to the City Manager, the Oklahoma Department of Emergency Management, the Federal Emergency Management Agency, and other governmental agencies and organizations as required and appropriate.

EMERGENCY MANAGEMENT

FUND 06 | DEPARTMENT 053

	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
PERFORMANCE MEASUREMENTS			
Task			
Emergency Operations Plan update performed	Yes	In Progress	Yes
Emergency Management Training Hours	200	270	250
Emergency exercises participated in	6	7	6
Community preparedness projects/presentations	15	27	25
Central Oklahoma Emergency Management workshop and Oklahoma Emergency Management conference attendance	5	6	5
LEPC, MIPS, COEMA, UASI IOC and other mitigation/preparedness/response/recovery work groups attendance	50	46	50
Citizen volunteer staff members	19	17	20
Grant funding received	\$35,507	\$44,814	\$25,000

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
BUDGET SUMMARY			
Category			
Personal Services	191,922	224,983	227,935
Materials & Supplies	23,501	20,000	20,100
Other Services & Charges	82,088	105,450	113,950
Capital Outlay	0	0	0
Total	\$297,511	\$350,433	\$361,985

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
PERSONNEL SUMMARY				
Departmental Position:				
Emergency Manager	1.00	1.00	1.00	1.00
Assistant Emergency Manager	1.00	1.00	1.00	1.00
Total	2.00	2.00	2.00	2.00

FIRE

FUND 06 | DEPARTMENT 054

Goals

1. Provide the highest level of municipal fire protection, E.M.S. (Emergency Medical Service) to the citizens and businesses of Moore by enhancing and mastering the skills necessary to handle all emergency situations with the highest degree of safety and efficiency through training and leadership for the best possible outcome;
2. Expand training and public education in Fire Prevention, Car Seat Safety Classes, Medical Care, and Fire Safety.

Objectives

1. Continually upgrading the fire, haz-mat, and emergency medical services for the citizens of Moore while striving to achieve ISO Class rating of 1;
2. Complete our Firefighter I certification for all personnel and expand on leadership development. Implement a Peer Support Team for our department;
3. Developing and providing more in-depth & hands-on training programs for our Firefighters. Increase our training for various safety situations that we may encounter including Rope I & II, Water Rescue, Extrication, and Confined Space training classes;
4. Continually upgrading fire and medical equipment, as well as other safety gear to comply with current national standards.

FIRE

FUND 06 | DEPARTMENT 054

	Actual CY 2020	Estimated CY 2021	Projected CY 2022
PERFORMANCE MEASUREMENTS			
Task			
Fire calls for Service	5,175	5,300	5,450
FIRE PREVENTION ACTIVITIES			
Business Inspections	1,796	1,865	1,902
Occupancy Inspections	165	184	203
Commercial Plan Review	93	100	108
Public Fire Education	58	68	80
Burn Permits Issued	6	8	8

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
BUDGET SUMMARY			
Category			
Personal Services	9,230,367	9,612,612	9,671,699
Materials & Supplies	126,500	142,857	143,102
Other Services & Charges	102,741	147,617	153,917
Capital Outlay	21,397	24,325	24,325
Total	\$9,481,005	\$9,927,411	\$9,993,043

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
PERSONNEL SUMMARY				
Departmental Position:				
Fire Chief	1.00	1.00	1.00	1.00
Deputy Fire Chief	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Fire Marshal	1.00	1.00	1.00	1.00
Assistant Fire Marshal	2.00	3.00	2.00	3.00
Assistant Chief Training Officer	1.00	1.00	1.00	1.00
Training Major	1.00	1.00	1.00	1.00
Assistant Fire Chief	3.00	3.00	3.00	3.00
Major	5.00	11.00	5.00	11.00
Captain	4.00	2.00	4.00	2.00
Lieutenant & Driver	12.00	12.00	12.00	12.00
Corporal	30.00	31.00	30.00	31.00
Firefighter I & II	12.00	9.00	12.00	9.00
Total	74.00	75.00	74.00	81.00

STREET IMPROVEMENTS

FUND 06 | DEPARTMENT 060

PERFORMANCE MEASUREMENTS

Task
Engineering for 19th Street Signals

BUDGET SUMMARY

Category	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
Capital Outlay	0	87,500	87,500
Total	\$0	\$87,500	\$87,500

PERSONNEL SUMMARY

Departmental Position:	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22

STREET CAPITAL PLANNING

FUND 06 | DEPARTMENT 063

BUDGET SUMMARY

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
Category			
Capital Outlay	(297)	0	0
Total	\$(297)	\$0	\$0

PERSONNEL SUMMARY

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
Departmental Position:				

PUBLIC WORKS

FUND 06 | DEPARTMENT 064

Goals

1. Provide the most efficient flow of traffic for citizens and emergency vehicles along major arterials;
2. Reducing annual borrow ditch maintenance costs;
3. Reducing complaints from citizens regarding high weeds and grass, growth of trees, in and adjacent to drainage channels.

Objectives

1. Continue upgrading obsolete traffic control equipment by improving one intersection per budget year (Radar detection);
2. Replacing existing earthen borrow ditches with permanent concrete trickle liners;
3. Establish a list of drainage channels to be prioritize for maintenance addressed as part of the 1/8 cent sales tax improvements.

PUBLIC WORKS

FUND 06 | DEPARTMENT 064

PERFORMANCE MEASUREMENTS

Task
 Two joint sealing machines operating.
 Silt removed from five detention ponds.
 Ninety percent of drainage channels and right-of-ways treated for weed control.

BUDGET SUMMARY

Category	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
Personal Services	707,738	838,214	937,684
Materials & Supplies	187,402	236,950	190,800
Other Services & Charges	873,542	1,056,700	1,094,900
Capital Outlay	118,989	75,000	747,883
Total	\$1,887,671	\$2,206,864	\$2,971,267

PERSONNEL SUMMARY

Departmental Position:	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
Public Works Director	1.00	1.00	1.00	1.00
Receptionist	0.00	0.00	1.00	1.00
Administrative Specialist	0.00	0.00	1.00	1.00
Administrative Assistant	1.00	1.00	0.00	0.00
Streets Supervisor	1.00	1.00	1.00	1.00
Maintenance II	2.50	2.50	2.50	3.00
Maintenance I	4.50	4.50	4.50	6.50
Administrative Clerk	1.00	1.00	0.00	0.00
Street Sweeper	0.50	0.50	0.50	0.50
Total	11.50	11.50	11.50	14.00

ANIMAL ADOPTION CENTER

FUND 06 | DEPARTMENT 065

Goals

1. Eliminate the need for euthanasia;
2. Build new Animal Adoption Center with minor veterinarian services;
3. Work with surrounding cities to develop comprehensive regulations dealing with aggressive canines.

Objectives

1. Make presentations at local schools dealing with responsible pet ownership;
2. Continue to support efforts to build new Adoption Center;
3. Plan and host conferences with surrounding cities to discuss new ideals for ordinances and regulations dealing with pet ownership;
4. Continue training with federal and state wildlife departments dealing with aggressive wildlife;
5. Host more educational and conference events dealing with animal welfare.

ANIMAL ADOPTION CENTER

FUND 06 | DEPARTMENT 065

	Actual CY 2019	Estimated CY 2020	Projected CY 2021
PERFORMANCE MEASUREMENTS			
Task			
Canine:			
Impounds	739	667	783
Owner Claimed	332	251	336
Euthanasia	109	78	129
Adoptions	232	198	266
Feline:			
Impounds	296	287	195
Owner Claimed	15	10	20
Euthanasia	51	75	47
Adoptions	223	172	167

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
BUDGET SUMMARY			
Category			
Personal Services	392,746	441,372	498,852
Materials & Supplies	43,833	51,500	52,400
Other Services & Charges	67,609	86,000	94,500
Capital Outlay	79,993	3,000	112,000
Total	\$584,181	\$581,872	\$757,752

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
PERSONNEL SUMMARY				
Departmental Position:				
Animal Control Supervisor	1.00	1.00	1.00	1.00
Animal Control Officer	4.00	4.00	4.00	4.00
Adoption Coordinator	1.00	1.00	1.00	1.00
Kennel Technician	0.00	0.00	0.00	1.00
Total	6.00	6.00	6.00	7.00

PUBLIC WORKS FACILITY

FUND 06 | DEPARTMENT 067

Goals

1. Make improvements to the City's Public Works Facility.

Objectives

1. Improve the Public Works Facility for better functionality.

PUBLIC WORKS FACILITY

FUND 06 | DEPARTMENT 067

**BUDGET
SUMMARY**

Category	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
Construction	0	532,273	1,119,789
Total	\$0	\$532,273	\$1,119,789

**PERSONNEL
SUMMARY**

Departmental Position:	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
Projects assigned to private contractor.				
Total	0.00	0.00	0.00	0.00

FLEET MAINTENANCE

FUND 06 | DEPARTMENT 068

Goals

1. Implement notification to Fleet Maintenance personnel for needed repairs from drivers and operators using computers, and or iPads, smartphones, and other devices;
 2. Have three refurbished Sanitation route trucks and one Terminator truck for backups;
 3. Keep up-to-date tools, diagnostic equipment, and software.
-

Objectives

1. Work with IT department to use technology to report needed vehicle and equipment repairs to Fleet Maintenance from city personnel;
2. Repaired and or refurbished replaced vehicles when cost effective, to be used in the motor pool;
3. Continue mechanic training for CNG, Flex-Fuel, and Hybrid maintenance to keep up with technology advancements.

FLEET MAINTENANCE

FUND 06 | DEPARTMENT 068

PERFORMANCE MEASUREMENTS

Task
 Implement vehicle replacement program.
 Design and manage vehicle and equipment motor pool.
 Expand Fleet Maintenance building to include two CNG service bays.

BUDGET SUMMARY

Category	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
Personal Services	474,861	499,087	499,808
Materials & Supplies	368,010	382,250	382,250
Other Services & Charges	209,826	239,300	227,200
Capital Outlay	24,588	25,000	35,000
Total	\$1,077,285	\$1,145,637	\$1,144,258

PERSONNEL SUMMARY

Departmental Position:	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
Fleet Maintenance Supervisor	1.00	1.00	1.00	1.00
Administrative Specialist	0.00	0.00	1.00	1.00
Fleet Maintenance Clerk	1.00	1.00	0.00	0.00
Senior Mechanic	1.00	1.00	1.00	1.00
Mechanic	2.00	2.00	2.00	2.00
Mechanic Helper	1.00	1.00	1.00	1.00
Total	6.00	6.00	6.00	6.00

BUILDING MAINTENANCE

FUND 06 | DEPARTMENT 069

Goals

1. Reduce energy consumption in city buildings by installing energy efficient lighting and modern HVAC equipment;
 2. Replace all heating and cooling units at City Hall;
 3. Improve heating and cooling energy usage at the Station and Public Safety Center.
-

Objectives

1. Identify city facilities that can benefit from modern lighting and HVAC equipment;
2. Continue replacing cooling and heating units at City Hall;
3. Continue efforts to improve appearance of older facilities.

BUILDING MAINTENANCE

FUND 06 | DEPARTMENT 069

PERFORMANCE MEASUREMENTS

Task
 336 work orders completed.
 23 work orders for non-routine maintenance items.
 New Fire Station added additional responsibilities.

BUDGET SUMMARY

Category	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
Personal Services	558,229	610,484	640,836
Materials & Supplies	26,963	25,700	41,400
Other Services & Charges	1,888	9,200	18,200
Capital Outlay	60,650	0	21,500
Total	\$647,730	\$645,384	\$721,936

PERSONNEL SUMMARY

Departmental Position:	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
Building Maintenance Supervisor	1.00	1.00	1.00	1.00
Senior Building Maintenance Technician	1.00	1.00	1.00	1.00
Maintenance Worker II	1.00	1.00	1.00	1.00
Journeyman	0.00	1.00	1.00	1.00
Custodian	5.50	5.50	5.50	5.50
Total	8.50	9.50	9.50	9.50

PARKS & RECREATION

FUND 06 | DEPARTMENT 070

Goals

1. Provide quality recreational opportunities for all the citizens of Moore;
2. Provide a coordinated effort to maximize the use of existing parks and recreational areas;
3. Provide safe and aesthetically pleasing areas for recreational purposes;
4. Enhance the programs at The Station Recreation Center by making them more current and relevant to the community;
5. Continue to expand the Adopt-A-Park program;
6. Continue to successfully operate the The Station Recreation Center & Aquatic Park;
7. Develop and plan for the Station expansion to be a part of the proposed extension of the 2020 sales tax.

Objectives

1. Increase recreational programming and opportunities for all the citizens of Moore;
2. Provide better maintenance and upkeep of our parks and facilities;
3. Perform regular park inspections and to correct unsafe conditions;
4. Continue to evaluate each program offered in order to determine its effectiveness and benefit to the community;
5. Continue to “brand” our parks as it pertains to facilities and park amenities;
6. Invest park funds wisely and effectively by improving our parks and facilities;
7. Meet financial goals (revenue and costs) for Central Park.

PARKS & RECREATION

FUND 06 | DEPARTMENT 070

	Actual FY 18-19	Estimated FY 19-20	Projected FY 20-21
PERFORMANCE MEASUREMENTS			
Task			
Our Parks...Our Future			
Projects Completed	6	4	4
New Park Land Developed (Acres)	0	2	0

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
BUDGET SUMMARY			
Category			
Personal Services	534,433	593,715	452,566
Materials & Supplies	3,704	18,040	13,790
Other Services & Charges	211,711	192,750	178,000
Capital Outlay	31,324	15,000	33,000
Total	\$781,172	\$819,505	\$677,356

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
PERSONNEL SUMMARY				
Departmental Position:				
Park & Recreation Director	1.00	1.00	0.00	1.00
Assistant Park & Recreation Director	1.00	1.00	1.00	1.00
Sports Coordinator	0.50	0.50	0.50	0.00
Administrative Assistant	1.00	1.00	1.00	1.00
Marketing Specialist	1.00	1.00	0.00	0.00
Community Center Coordinator	1.00	1.00	1.00	0.00
Recreation Specialists PT	1.50	1.50	1.50	0.00
Parks & Facilities Manager	0.00	0.00	0.00	1.00
Recreation Center Supervisor	0.00	0.00	0.00	1.00
Total	7.00	7.00	6.00	5.00

SENIOR CITIZEN SERVICES

FUND 06 | DEPARTMENT 071

Goals

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

Objectives

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

SENIOR CITIZEN SERVICES

FUND 06 | DEPARTMENT 071

	Actual FY 18-19	Estimated FY 19-20	Projected FY 20-21
PERFORMANCE MEASUREMENTS			
Task			
Annual # of Meals Delivered	48,250	49,000	48,000

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
BUDGET SUMMARY			
Category			
Personal Services	136,068	139,287	107,300
Materials & Supplies	4,074	8,500	7,700
Other Services & Charges	22,029	42,020	29,626
Capital Outlay	0	25,000	0
Total	\$162,171	\$214,807	\$144,626

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
PERSONNEL SUMMARY				
Departmental Position:				
Senior Services Coordinator	1.00	1.00	1.00	1.00
Senior Program Specialist	0.00	0.00	0.00	0.50
Recreation Specialist	0.00	0.00	0.00	0.50
Assistant Senior Services Coordinator	1.00	1.00	1.00	0.00
Total	2.00	2.00	2.00	2.00

LANDSCAPE & BEAUTIFICATION

FUND 06 | DEPARTMENT 072

Goals

1. Professional spraying of city parks, cemeteries, and rights-of-way;
 2. Clean and respectful care of the city cemeteries;
 3. Maintain flower beds at a very high level of service;
 4. Continue to help the maintenance and upkeep of the City parks.
-

Objectives

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

LANDSCAPE & BEAUTIFICATION

FUND 06 | DEPARTMENT 072

	Actual FY 18-19	Estimated FY 19-20	Projected FY 20-21
PERFORMANCE MEASUREMENTS			
Task			
Acres Sprayed	398	398	398
Miles of Right-of-Way Sprayed	13	13	13
Flower Beds Maintained	22	22	23

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
BUDGET SUMMARY			
Category			
Personal Services	118,482	134,966	0
Materials & Supplies	17,860	23,000	0
Other Services & Charges	45	3,000	0
Capital Outlay	0	0	0
Total	\$136,387	\$160,966	\$0

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
PERSONNEL SUMMARY				
Departmental Position:				
Spraying Technician Supervisor	1.00	1.00	1.00	0.00
Spraying Technician	1.00	1.00	1.00	0.00
Total	2.00	2.00	2.00	0.00

PARKS & RECREATION ACTIVITIES

FUND 06 | DEPARTMENT 073

Goals

1. Provide safe and well organized activities for all the citizens of Moore;
2. Provide an atmosphere that promotes the learning of sports and sportsmanship;
3. Offer recreation programs for any youth in Moore;
4. Evaluate the recreation programs that are offered by the department;
5. Continue to improve the special events offered by the department;
6. Continue to develop innovative and creative programming for The Station Recreation Center;
7. Continue to offer a successful Summer Camp program for citizens and patrons of the station.

Objectives

1. Continually educate players, coaches, and fans as to the proper behavior at youth sporting events;
2. Evaluate each program to determine effectiveness and benefit to the community;
3. Expand the participation in the youth soccer leagues;
4. Expand participation in the Daddy-Daughter Dance and Mummy Son Dance;
5. Evolve and adapt the Summer Sports Camps to the needs of the community;
6. Create new programming based on the findings of the PATH 2022 Parks Master Plan;
7. Continue to offer a very successful Summer Camp at the Community Center;
8. Continue to make changes to special events as needed;
9. Create new programs and recreation classes for the Station/Aquatic Center;
10. Assist in the operation of Central Park and the Station/Aquatic Center;
11. Develop a 3on 3 league, Co-Ed basketball league, and kickball league.

PARKS & RECREATION ACTIVITIES

FUND 06 | DEPARTMENT 073

	Actual FY 18-19	Estimated FY 19-20	Projected FY 20-21
PERFORMANCE MEASUREMENTS			
Task			
Camp Participants	744	775	800
Youth Basketball Participants	732	722	750
Adult Volleyball Participants	48	52	60

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
BUDGET SUMMARY			
Category			
Personal Services	57,786	81,592	299,093
Materials & Supplies	17,637	29,000	46,500
Other Services & Charges	58,208	112,125	115,000
Capital Outlay	0	0	0
Total	\$133,631	\$222,717	\$460,593

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
PERSONNEL SUMMARY				
Departmental Position:				
Scorekeepers	4.00	4.00	4.00	4.00
Recreation Specialists	1.00	1.00	1.00	1.00
Concession Worker	3.00	3.00	3.00	3.00
Total	8.00	8.00	8.00	8.00

PARKS & CEMETERY MAINTENANCE

FUND 06 | DEPARTMENT 074

Goals

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

Objectives

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

PARKS & CEMETERY MAINTENANCE

FUND 06 | DEPARTMENT 074

PERFORMANCE MEASUREMENTS

	Actual FY 18-19	Estimated FY 19-20	Projected FY 20-21
Task			
City Parks Maintained	13	13	13
Acres of Park Land	306	306	308
Trees Planted	240	300	250

BUDGET SUMMARY

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
Category			
Personal Services	574,389	619,893	796,352
Materials & Supplies	107,756	124,290	134,000
Other Services & Charges	227,900	207,617	263,750
Capital Outlay	64,981	0	0
Total	\$975,026	\$951,800	\$1,194,102

PERSONNEL SUMMARY

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
Departmental Position:				
Supervisor	1.00	1.00	1.00	2.00
Maintenance Worker I	6.00	6.00	6.00	6.00
Maintenance Worker II	2.00	2.00	2.00	2.00
Seasonal PT Market/Beds	0.50	0.50	0.50	0.50
Spraying Technician Supervisor	0.00	0.00	0.00	1.00
Spraying Technician	0.00	0.00	0.00	1.00
Total	9.50	9.50	9.50	12.50

RECREATION CENTER

FUND 06 | DEPARTMENT 075

Goals

1. Continue to develop and train staff for operating the Station;
2. Operate a first class recreation facility;
3. Provide high quality service and recreational opportunities to the citizens and users of the facility;
4. Implement programming that enhances the quality of life in Moore and surrounding areas;
5. Operate a facility that has minimal financial impact on the General Fund;
6. Maintain the facility to a very high standard;
7. Enhance fitness and recreation programming using Recreation Program Assistant and Fitness Manager;
8. Provide training to staff through conferences, certifications, etc;
9. Ensure a positive culture.

Objectives

1. Continue to develop creative programming that is relevant and highly used by patrons of the Recreation Center;
2. Annual review of policy and Procedures for the center;
4. Expand number of annual passes by 3%;
5. Increase number of day passes by 10%;
6. Implement an annual marketing plan for the Station,
7. Continue to review all fees annually to ensure we are at market value for all programming and pass fees;
8. Continue to invest in Central Park and the Station.

RECREATION CENTER

FUND 06 | DEPARTMENT 075

**BUDGET
SUMMARY**

Category	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
Personal Services	743,170	847,920	959,869
Materials & Supplies	119,474	133,000	126,500
Other Services & Charges	555,310	586,274	664,324
Capital Outlay	0	0	50,000
Total	\$1,417,954	\$1,567,194	\$1,800,693

**PERSONNEL
SUMMARY**

Departmental Position:	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
Aquatic/Fitness Coordinator	0.50	0.50	0.50	0.50
Recreation Center Supervisor	1.00	1.00	1.00	0.00
Sales Coordinator	1.00	1.00	1.00	1.00
Recreation Facility Maintenance	1.00	1.00	1.00	1.00
Recreation Coordinator	1.00	1.00	1.00	1.00
Front Desk Specialist	2.00	2.00	2.00	2.00
Recreation Attendants	1.00	1.00	1.00	3.00
Room and Rental Specialist	1.00	1.00	1.00	0.00
Fitness Center Attendant	2.00	1.00	2.00	2.00
Child Care Specialist	3.25	2.00	3.00	2.00
Child Care Coordinator	1.00	1.00	1.00	1.00
Front Desk Clerk	1.00	1.00	1.00	0.00
Front Desk Attendants	2.00	2.00	2.00	3.00
Summer Day Camp Supervisor	0.00	1.00	1.00	1.00
Summer Day Camp Specialist	0.00	1.00	1.00	4.00
Recreation Program Assistant	1.00	1.00	1.00	0.00
Sports Coordinator	0.00	0.00	0.00	1.00
Fitness Coordinator	0.00	0.00	0.00	1.00
Fitness Assistant	0.00	0.00	0.00	1.00
Event Specialist	0.00	0.00	0.00	0.50
Total	18.75	18.75	20.50	26.5

AQUATIC PARK

FUND 06 | DEPARTMENT 076

Goals

1. Have an efficient and well run 2020 season;
 2. Operate a first class aquatic center;
 3. Provide high quality service and recreational water opportunities to the citizens and users of the aquatic center;
 4. Train and fully staff lifeguard team;
 5. Operate a facility that has minimal financial impact on the General Fund;
 6. Maintain facility to a very high standard;
 7. Operate a safe aquatic center.
-

Objectives

1. Hire all needed staff for Aquatic Park;
2. Create programming that is relevant and highly used by patrons;
4. Review and make changes in policy and procedures;
5. Ensure that all staff have proper training and certifications;
6. Maintain attendance at Aquatic Center by 10% over 2019 level;
7. Minimize breakdowns in mechanical equipment;
8. Increase number of birthdays and private parties by 5%;
9. Implement pool maintenance/painting program.
10. Add a new aquatic feature every couple of years to keep the facility relevant.



AQUATIC PARK

FUND 06 | DEPARTMENT 076

PERFORMANCE MEASUREMENTS

Task	Actual FY 18-19	Estimated FY 19-20	Projected FY 20-21
Total Attendance	75,979	102,436	95,000
Avg. Daily Attendance	873	1,138	1,044
Swim Lessons	463	481	545
After Hours Events	22	42	35
Day Passes Sold	39,560	50,941	48,450

BUDGET SUMMARY

Category	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
Personal Services	402,818	514,432	591,180
Materials & Supplies	150,189	110,500	144,500
Other Services & Charges	53,619	53,625	53,625
Capital Outlay	0	0	0
Total	\$606,626	\$678,557	\$789,305

PERSONNEL SUMMARY

Departmental Position:	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
Aquatic/Fitness Coordinator	0.50	0.50	0.50	0.50
Lifeguard	21.00	21.00	21.00	21.00
Concession Supervisor	2.00	2.00	2.00	2.00
Concession Attendant	3.50	3.50	3.50	3.50
Aquatic Cashier	3.50	3.50	3.50	3.50
Aquatic Deck Attendant	3.00	3.00	3.00	3.00
Head Lifeguard	3.50	3.50	3.50	3.50
Total	37.00	37.00	37.00	37.00

LIBRARY

FUND 06 | DEPARTMENT 077

Goals

Moore Public Library's and Pioneer System's Mission is to *Inspire Innovation, Engagement and Learning in our Communities*. The partnership between the City of Moore and Pioneer Library System enhances our community and offers something special to our customers. Together, we help residents in our area secure resources they require through innovative programs and services such as health living initiatives, financial wellness programs and career assistance through job fairs, resume reviews and small business classes.

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

1. Help people explore life's pathways by pioneering tomorrow's libraries. Whether developing new skills, transitioning to new technologies, or finding another great book, Pioneer Library System acts as a catalyst in the lives of our customers and communities;
2. Increase active card holders and retain current card uses.

Objectives

1. Continue to provide our 300,000 visitors each year a rewarding and fulfilling experience as we seek to promote innovation, engagement, and learning in our communities.

LIBRARY

FUND 06 | DEPARTMENT 077

BUDGET SUMMARY

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
Category			
Materials & Supplies	4,963	6,930	6,930
Other Services & Charges	10,525	13,000	113,000
Capital Outlay	13,821	20,000	20,000
Total	\$29,309	\$39,930	\$139,930

PERSONNEL SUMMARY

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
Departmental Position:				
No City Personnel Budgeted				
Total	0.00	0.00	0.00	0.00

COMMUNITY DEVELOPMENT

FUND 06 | DEPARTMENT 080

Goals

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

Objectives

1. Increase efficiency and accuracy of operations, record keeping, and reporting by increasing organization, communication to customers, and attention to details;
2. Maintain and promote a Geographic Information System to provide accurate and useful data and maps to the public and other departments;
3. Update city codes and plans to maintain relevancy. Update Comprehensive Plan every 5-7 years;
4. Pursue policies, procedures and funding for infrastructure and sustainability needs.

COMMUNITY DEVELOPMENT/ PLANNING

FUND 06 | DEPARTMENT 080

	Actual FY 18-19	Estimated FY 19-20	Projected FY 20-21
PERFORMANCE MEASUREMENTS			
Task			
Final Plats	6	4	6
Processed Building Lots	165	33	100
Multi-Family Units	262	14	20

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
BUDGET SUMMARY			
Category			
Personal Services	380,749	412,227	404,522
Materials & Supplies	1,511	4,050	4,050
Other Services & Charges	149,457	137,000	107,000
Capital Outlay	31,512	0	8,500
Total	\$563,228	\$553,277	\$524,072

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
PERSONNEL SUMMARY				
Departmental Position:				
Community Development Director	1.00	1.00	1.00	1.00
Community Development Assistant Director	1.00	1.00	1.00	1.00
Assistant Planner/Current Planning	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Total	4.00	4.00	4.00	4.00

INSPECTIONS

FUND 06 | DEPARTMENT 081

Goals

1. Provide quality inspection services to the public that are prompt, courteous, and competent;
2. Ensure that all construction meets city standards and adopted building codes to ensure safe, quality structures and development for businesses and citizens;
3. Maintain accurate records on all permit, inspection, and licensing activities;
4. Secure methods of having the permitting process in an online method to ensure the builders and developers a faster and more efficient way of permitting.

Objectives

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

INSPECTIONS

FUND 06 | DEPARTMENT 081

	Actual FY 18-19	Estimated FY 19-20	Projected FY 20-21
PERFORMANCE MEASUREMENTS			
Task			
Building Inspections	8,585	7,910	8,000

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
BUDGET SUMMARY			
Category			
Personal Services	536,874	559,778	626,395
Materials & Supplies	7,331	11,000	11,000
Other Services & Charges	6,107	41,500	48,721
Capital Outlay	1,233	0	51,550
Total	\$551,545	\$612,278	\$737,666

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
PERSONNEL SUMMARY				
Departmental Position:				
Building Inspector	3.00	3.00	3.00	3.00
Environmental Service Manager	1.00	1.00	1.00	1.00
Administrative Clerk II	2.00	2.00	2.00	2.00
Administrative Clerk III	1.00	1.00	1.00	1.00
Recycling Specialist	1.00	1.00	1.00	0.50
Total	8.00	8.00	8.00	7.50

CODE ENFORCEMENT

FUND 06 | DEPARTMENT 082

Goals

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

Objectives

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

CODE ENFORCEMENT

FUND 06 | DEPARTMENT 082

	Actual FY 18-19	Estimated FY 19-20	Projected FY 20-21
PERFORMANCE MEASUREMENTS			
Task			
Code Enforcement Postings	2,465	2,167	2,250
Code Enforcement Inspections	3,480	3,777	3,800

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
BUDGET SUMMARY			
Category			
Personal Services	208,418	198,550	204,683
Materials & Supplies	3,821	6,500	6,500
Other Services & Charges	98,260	85,900	125,900
Capital Outlay	15,102	0	0
Total	\$325,601	\$290,950	\$337,083

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
PERSONNEL SUMMARY				
Departmental Position:				
Code Enforcement Officer	2.00	2.00	2.00	2.00
Administrative Clerk II	1.00	1.00	1.00	1.00
Total	3.00	3.00	3.00	3.00

CAPITAL PLANNING & RESILIENCY

FUND 06 | DEPARTMENT 083

Goals

1. Operation of federal CDBG grants and other state grants;
 2. Work to obtain additional grants in areas that will support city goals;
 3. Compliance with all federal, state, and local regulations regarding grant management.
-

Objectives

1. Work with city departments to better understand current needs.
2. Meet reporting requirements for all grants.
3. Research grant opportunities to help support city goals.

CAPITAL PLANNING & RESILIENCY

FUND 06 | DEPARTMENT 083

**BUDGET
SUMMARY**

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
Category			
Personal Services	112,865	145,158	160,185
Materials & Supplies	2,806	8,200	5,700
Other Services & Charges	19,988	23,000	21,500
Capital Outlay	0	0	0
Total	\$135,659	\$176,358	\$187,385

**PERSONNEL
SUMMARY**

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
Departmental Position:				
Personnel for this department are funded in Fund 15.				
Total	0.00	0.00	0.00	0.00

MOORE-SMITH CEMETERY

FUND 06 | DEPARTMENT 090

Goals

1. To provide adequate development of the cemeteries.
-

Objectives

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

MOORE-SMITH CEMETERY

FUND 06 | DEPARTMENT 090

**BUDGET
SUMMARY**

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
Category			
Other Services & Charges	0	0	0
Capital Outlay	0	2,000	2,000
Total	\$0	\$2,000	\$2000

**PERSONNEL
SUMMARY**

	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
Departmental Position:				
**The administrative duties are performed by the Finance Department personnel and landscaping and maintenance is performed by the Parks and Cemetery Department.				
Total	0.00	0.00	0.00	0.00

CEMETERY PERPETUAL CARE

FUND 07 | DEPARTMENT:

090-CEMETERY PERPETUAL CARE

CEMETERY PERPETUAL CARE

FUND 07 | DEPARTMENT 090

Goals

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

Objectives

1. To beautify, maintain and improve the cemeteries.

CEMETERY PERPETUAL CARE

FUND 07 | DEPARTMENT 090

**BUDGET
SUMMARY**

Category	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-20
Cemetery Perpetual Care	71,731	18,405	20,709
Total	\$71,731	\$18,405	\$20,709

**PERSONNEL
SUMMARY**

Departmental Position:	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
**The administrative duties are performed by the Finance Department personnel and landscaping and maintenance is performed by the Parks and Cemetery Maintenance Department.				
Total	0.00	0.00	0.00	0.00

SPECIAL REVENUE FUND

FUND 08 | DEPARTMENTS:

08022010 - SMOKE ALARMS

08022030 - DEA TASK FORCE

08022040 - EMERGENCY MANAGEMENT GRANT

08022050 - ECONOMIC & IDENTITY CRIME GRANT

08022190 - POLICE DISCRETIONARY

08022210 - 911 MAINTENANCE

08032200 - TRANSPORTATION IMPACT FEES

08022310 - DONATION EXPENSE

08042160 - SIDEWALK IMPROVEMENTS

08042140 - CDBG ENTITLEMENT

08042320 - ANIMAL SHELTER

08052000 - GRANTS

08052070 - BALL ASSOCIATION PARK IMPROVEMENTS

08052170 - NEIGHBORHOOD PARK DEVELOPMENT

08052180 - HOTEL/MOTEL TAX

SPECIAL REVENUE FUND BUDGET SUMMARY

Organization	Category	Budgeted
08022010	Smoke Alarms	3,000
08022030	DEA Task Force	9,884
08022040	Emergency Management Grant	25,000
08022050	Economic & Identity Crime Grant	10,000
08022190	Police Discretionary Federal	68,100
08022190	911 System Maintenance/Upgrade	53,418
08032200	Transportation Impact Fees	177,832
08022310	Donation Expense	1,500
08042160	Sidewalk Improvements	3,000
08042140	CDBG Entitlement	646,045
08042320	Animal Shelter	50,000
08052000	Grants	8,500
08052070	Ball Association Improvements	18,000
08052170	Neighborhood Park Development	17,000
08052180	Hotel/ Motel Tax	383,750
	Total	\$1,475,029

DEBT SERVICE

FUND 09 | DEPARTMENTS:

500-2009-STREET GO BONDS

501-2010-STREET GO BONDS

502-2013-STREET GO BONDS

503-2013B-PARK GO BONDS

504-2014-PARK GO BONDS

505-2015-PARK GO BONDS

506-2015B- PARK GO BOND

507-2016-PARK GO BOND

527-2016B-34TH STREET BRIDGE GO BOND

529-2017-34TH STREET BRIDGE GO BOND

530-208-34TH STREET BRIDGE GO BOND

DEBT SERVICE

OUTSTANDING DEBT AS OF JUNE 30, 2020

FYE	General Obligation Bonds	Revenue Bonds	Judgments Notes Loans/Leases	Total Debt
2000	7,350,000	21,320,000	1,956,308	30,626,308
2001	6,600,000	18,305,000	4,211,780	29,116,780
2002	6,000,000	15,135,000	8,208,294	29,343,294
2003	13,270,000	7,605,000	9,948,265	30,823,265
2004	12,670,000	5,505,000	10,047,642	28,222,642
2005	11,200,000	3,325,000	9,010,000	23,535,000
2006	10,600,000	1,055,000	6,084,164	17,739,164
2007	9,000,000	0	24,363,370	33,363,370
2008	7,400,000	0	20,373,524	27,773,524
2009	13,200,000	0	17,732,133	30,932,133
2010	18,525,000	0	30,953,943	49,478,943
2011	16,925,000	0	36,911,935	53,836,935
2012	14,925,000	0	56,436,695	71,361,695
2013	22,925,000	0	63,547,354	86,472,354
2014	29,075,000	0	75,309,851	104,384,851
2015	30,015,000	0	73,663,804	103,678,804
2016	34,685,000	0	67,331,178	102,016,178
2017	38,070,000	0	60,380,408	98,725,408
2018	37,030,000	0	58,662,455	95,692,455
2019	39,705,000	0	67,776,540	107,481,540
2020	35,855,000	0	62,694,794	98,549,794

Prepared by: B. Koehn

DEBTSERVICE

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

Goals

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

Objectives

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

	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
BUDGET SUMMARY			
Category			
2013 G.O. Street Bonds	629,188	0	0
2013B Park GO Bonds	633,038	625,850	617,513
2014 Park GO Bonds	961,993	954,363	936,625
2015 Park GO Bonds	435,250	429,625	424,000
2015B Parks GO Bonds	634,225	628,875	618,175
2016 Park GO Bonds	302,106	297,006	291,906
2016B Bridge GO I-35 Bonds	533,375	526,625	518,750
2017 GO 34th Street Bridge	304,510	299,510	294,510
2018 GO 34th Street Bridge	2,225,250	2,106,550	0
2019 GO 4th Street Underpass	418,719	1,508,375	1,191,312
2020 GO 4th Street Underpass	0	0	2,152,750
Total	\$7,077,654	\$7,376,779	\$7,045,541

URBAN RENEWAL AUTHORITY

FUND 10 | DEPARTMENT:

53225 - Cleveland Heights Project

URBAN RENEWAL AUTHORITY

FUND 10 | DEPARTMENT 53225

Goals

1. Encourage the Rehabilitation and Redevelopment of blighted areas within the community.
-

Objectives

1. Create sites for redevelopment on land that is devoid of public infrastructure,;
 2. Provide necessary infrastructure to develop sites; and
 3. Put land back into a productive property tax producing situation.
-

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
BUDGET SUMMARY			
Category			
Cleveland Heights Project	48,947	50,000	300,000
Total	\$48,947	\$50,000	\$300,000

1/8 CENT SALES TAX FUND

FUND II | DEPARTMENTS:

53075 - Water System Improvements

53080 - Stormwater Improvements

53085 - Drainage Improvements

1/8 CENT SALES TAX FUND

FUND 11 | DEPARTMENT 53075, 53080, 53085

Goals

1. Improve water system within the City of Moore.
-

Objectives

1. Maintenance and improvements to water lines;
 2. Modify wells to provide additional water to citizens;
 3. Improve drainage infrastructure.
-

	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
BUDGET SUMMARY			
Category			
Water System Improvements	0	525,000	1,191,124
Stormwater Systems	0	315,000	365,000
Drainage Improvements	0	309,530	559,530
Total	\$0	\$1,149,530	\$2,115,654

DEDICATED SALES TAX

FUND 12 | DEPARTMENTS:

PUBLIC SAFETY EQUIPMENT

RESIDENTIAL STREETS

DEDICATED SALESTAX

FUND 12 | DEPARTMENTS 580 AND 582

Goals

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

Objectives

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

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
BUDGET SUMMARY			
Category			
Public Safety	1,256,786	1,387,991	1,659,735
Residential Streets	3,545,423	3,136,615	3,290,507
Total	\$4,802,209	\$4,524,606	\$4,950,242

PARKSALESTAX

FUND 13 | DEPARTMENTS:

GENERAL GOVERNMENT

KIWANIS PARK

PARMELE PARK

LITTLE RIVER PARK

VETERANS MEMORIAL PARK

ARBOR GARDENS

APPLE VALLEY PARK

BUCK THOMAS PARK

FAIRMOORE PARK

CENTRAL PARK

PARK SALES TAX

FUND 13 | DEPARTMENTS 035, 565, 603, 604, 606, 608 & 611

Goals

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

Objectives

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

	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
Category			
General Government (1)	1,201,981	950,673	1,133,363
Fires Station #2	297,131	310,400	0
Little River Park	46,629	0	0
Public Works	0	0	352,307
Veterans Memorial Park	28,683	231,904	800,000
Buck Thomas Park	59,691	145,481	445,481
Central Park	972,428	500,000	700,000
Westmoore Trail Park	140,599	0	0
Old Town Park	36,387	400,000	499,237
Total	\$2,783,529	\$2,538,458	\$3,930,388

**BUDGET
SUMMARY**

CDBG-DR HUD

FUND 15 | DEPARTMENTS:

ADMINISTRATION

DR

HOUSING

INFRASTRUCTURE

PUBLIC FACILITIES

RESILIENCY

PLANNING

CDBG-DR HUD FUND 15

Goals

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

Objectives

1. Accurate accounting of grant funds.

CDBG-DR HUD

FUND 15

**BUDGET
SUMMARY**

Category	Actual FY 19-20	Estimated FY 20-21	Proposed FY 21-22
Administration	278,650	237,819	181,136
Housing	8,521,429	3,616,875	2,081,678
Streets Infrastructure	2,257,443	1,119,675	250,975
PW Infrastructure	220,609	0	0
Total	\$11,278,131	\$4,974,369	\$2,513,789

**PERSONNEL
SUMMARY**

Departmental Position:	Prior Year FY 19-20	Current Year Budgeted FY 20-21	Current Year Estimated FY 20-21	Budget Year FY 21-22
Project - Grants Manager	1.00	1.00	1.00	1.00
Accountant II	1.00	1.00	0.00	0.00
Compliance Specialist	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Total	4.00	4.00	4.00	3.00

GLOSSARY OF TERMS

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

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

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

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

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

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

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

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

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

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

- Requires action by City Council to commit fund balance

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



CITY OF MOORE

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