

City of Moore

MOORE PUBLIC WORKS AUTHORITY
MOORE ECONOMIC DEVELOPMENT AUTHORITY



FY 2020-2021
ADOPTED ANNUAL OPERATING
& CAPITAL BUDGET

CITY OF MOORE

MOORE PUBLIC WORKS AUTHORITY

MOORE ECONOMIC DEVELOPMENT AUTHORITY

OPERATING BUDGET ADOPTED JUNE 15, 2020

INCLUDING:

MOORE PUBLIC WORKS AUTHORITY

INTERNAL SERVICE FUND

ENTERPRISE FUND

MOORE ECONOMIC DEVELOPMENT AUTHORITY

CITY OF MOORE

GENERAL FUND

SPECIAL REVENUE FUND

DEBT SERVICE FUND

CITY OF MOORE BUDGET BEGINS ON PAGE 48

Cover photo taken by Mark Doescher,
Editor-in-Chief & Chief Photographer of 19th Street Magazine.

CONTENTS

INTRODUCTION

More about Moore	4
Budget Calendar	6
City Manager Letter	7
Ward Map.....	10
Organizational Chart.....	11
City Administration.....	12
City Officials.....	14
Resolution No. 248 (20).....	16
Fund Totals - City of Moore, MEDA and MPWA	18
Notice of Public Hearing	20
General Fund Expenditures - City of Moore	22
Allocation of City/MEDA/MPWA Personnel - Full Time Equivalent (FTE)	22
Summary of General Fund Expenditures - City of Moore	24

MOORE PUBLIC WORKS AUTHORITY

Budget Summary	28
Exhibit “A” - Schedule of Revenues of the MPWA.....	30
MPWA Sinking Fund.....	31
Risk Management	34
General Government.....	37
Sanitation	40

MOORE ECONOMIC DEVELOPMENT AUTHORITY

Moore Economic Development Authority.....	43
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CITY OF MOORE

Resolution No. 958 (20).....	48
Exhibit “B” Schedule of Revenues	50
General Fund Revenues by Category	53
Sources of Tax Revenue.....	54
Top 10 Taxpayers for 2018 (Ad Valorem).....	55

CITY OF MOORE

Summary of General Fund Expenditure by Cost Category	56
Allocation of General Fund Expenditures	57
General Obligation Street Bonds	58
General Government	62
Managerial	64
Legal	66
Central Purchasing	68
Finance	70
Information Technology	72
Human Resources	74
Court	76
Police	78
Communications	80
Emergency Management	82
Fire	84
Public Works	86
Animal Adoption Center	88
Public Works Facility	90
Fleet Maintenance	92
Building Maintenance	94
Parks & Recreation	96
Senior Citizen Services	98
Landscape and Beautification	100
Parks & Recreation Activities	102
Parks & Cemetery Maintenance	104
Recreation Center	106
Aquatic Park	108
Library	110
Community Development	112
Inspections	114
Code Enforcement	116
Capital Planning and Resiliency	118
Moore-Smith Cemetery	120
Cemetery Perpetual Care	122
Special Revenue Fund	125
Debt Service	127
Urban Renewal Authority	130
1/8 Cent Sales Tax Fund	132
Dedicated Sales Tax	134
Park Sales Tax	136
Parks GO Bonds	138
CDBG-DR HUD	140
Glossary of Terms	143

MORE ABOUT MOORE

Form of Government



Council-Manager

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

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
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
2009	52,361	34,920	21,650	6.5

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.

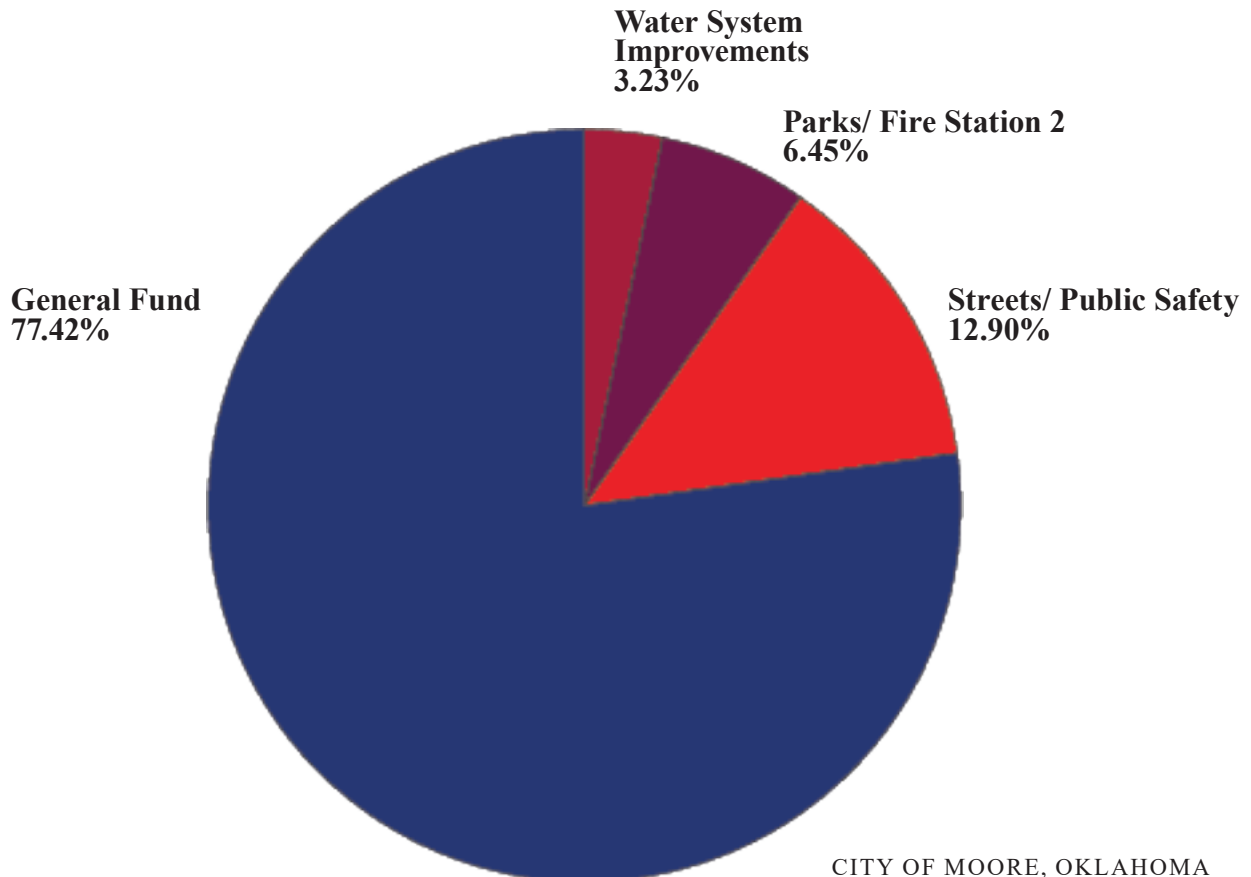
Sales Tax

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 2020 - 2021

TARGET DATE	ACTIVITY
February 3, 2020	Budget documents and information to department heads
February 3 - February 21, 2020	Department heads prepare budget requests and return to the Finance Director
March 2 - March 6, 2020	City Manager will meet with departments individually to discuss requests
March 20, 2020	Initial draft of proposed budget
April 6 - May 4, 2020	City Council consideration of the proposed budget
May 13, 2020	Publish Proposed Budget Summary and Notice of Public Hearing on the proposed budget
May 18, 2020	Public Hearing
June 1, 2020	Budget adoption (Legal deadline is June 23)
June 30, 2020	Budget published and filed with State Auditor and City Clerk
July 1, 2020	Begin new fiscal year 2020-2021

CITY MANAGER'S LETTER

June 3, 2020

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

RE: FY 2020-2021 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 2020-2021 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 20-21 budgets of the City, MPWA and MEDA total \$107,912,205, which represents a 6.5% decrease over FY19-20. This results in a projected expenditure of \$1,720 per capita based on an estimated population of 62,736.

Sales and Use tax collections for FY 19-20 have increased \$663,522 over the previous year's actual collections. We anticipated that there would be 3.2% growth in FY19-20. Actual growth was 2.2%. Revenue growth was on pace to increase 3.6% until COVID-19. Going into FY 20-21 we have budgeted a 1.4% decrease in sales tax collections, with total projected collections of \$26,915,244. We have taken a conservative approach to revenue projections due to the uncertainty of COVID-19. The projected decrease in sales tax revenue will not adversely affect our operations budget. We will continue to reassess the projected sales tax collections and present any 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 \$25,825,393 including water sewer and sanitation fees. This is a 4.4% increase over FY 19-20. This has enabled the MPWA to again establish a Contingency Fund (\$235K), meet all of its debt service requirements, purchase needed equipment (\$647K), and continue the historical transfer of \$3.5M to the City General Fund.

The budgets include a 2.1% cost-of-living increases for all employees. The budget also includes merit increases for all eligible employees. There is one new position included in the MPWA budget. There are 390.25 full-time equivalents (FTEs) in the budget. This breaks down to 317 full time positions and 157 part-time positions.

On November 12, 2019 the citizens approved a one-eighth cent sales tax for water system improvements. This tax was effective April 1, 2020. For FY 20-21 it is expected to generate \$1,149,530. These monies will be spent on water line replacements, drainage improvements and storm water improvements.

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

The City General Fund has fared somewhat better in recent years, but we remain cautious going forward given the general economic conditions that exist today. There is a small contingency of (\$348K), in the City General Fund budget, which will enable the City to deal with unexpected expenses. In addition, the City General Fund includes set-asides of sales tax agreements to meet obligations under the existing sales tax rebate agreements for Burlington Coat Factory/Ultra project in the amount of \$175K.

The budgets include approximately \$12.7M 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 HUD funded street construction projects, including reconstruction of 17th Street between Telephone Road and Max Morgan Road. Also included is the purchase of a new sanitation truck, several new police vehicles and other equipment.

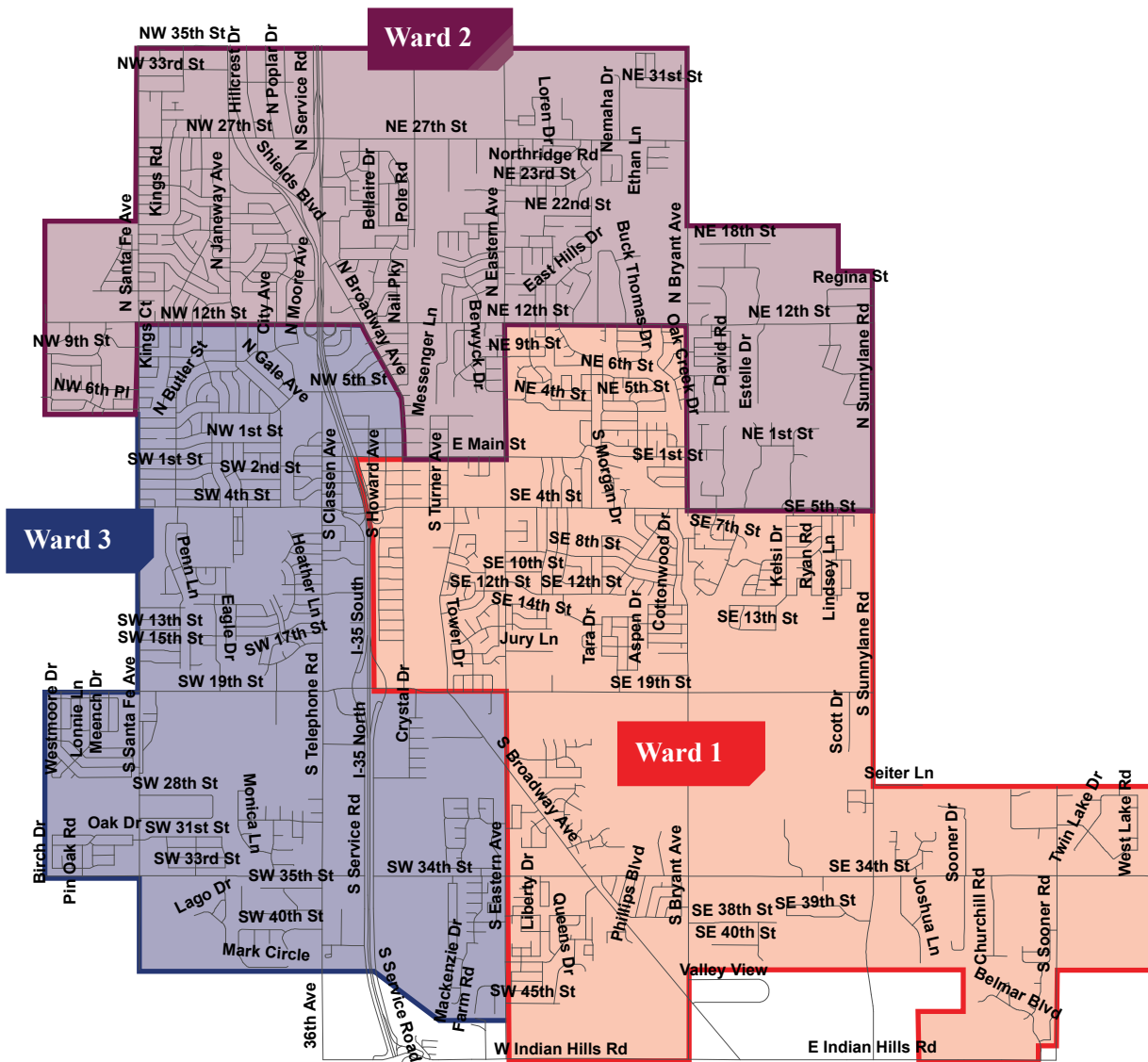
In summary, the budgets proposed for FY 2020-2021 will enable the City and the Trust to function on a solid financial basis. On behalf of all employees of the City of Moore, I wish to extend our sincere congratulations to the Mayor and City Council for a job well done in guiding the growth and development 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

WARD MAP



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
Richard Sandefur



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. 248 (20)

RESOLUTION NO. 248 (20)

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 2020-2021 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 2020-2021; AND DIRECTING THAT SAID BUDGET BE FILED AND PUBLISHED IN ACCORDANCE WITH STATE LAW.

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

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

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

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

WHEREAS, in accordance with the provisions of the Municipal Budget Act, the Trustees did hold a public hearing on the recommended budget on the date of June 1, 2020 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 2020-2021 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 2020-2021, 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 2020-2021 (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 2020-2021 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 2020-2021 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 2020-2021, all of which are supported by full and sufficient financial information; and,

WHEREAS, the adoption of said budget for Fiscal Year 2020-2021, 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,

1. The final and complete budget for Fiscal Year 2020-2021, 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 2020-2021, 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 2020-2021 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 15th day of June, 2020.


GLENN LEWIS, CHAIRMAN OF THE TRUST


ADAM WEBB, SECRETARY

APPROVED AS TO FORM & LEGALITY:


RANDY C. BRINK, CITY ATTORNEY

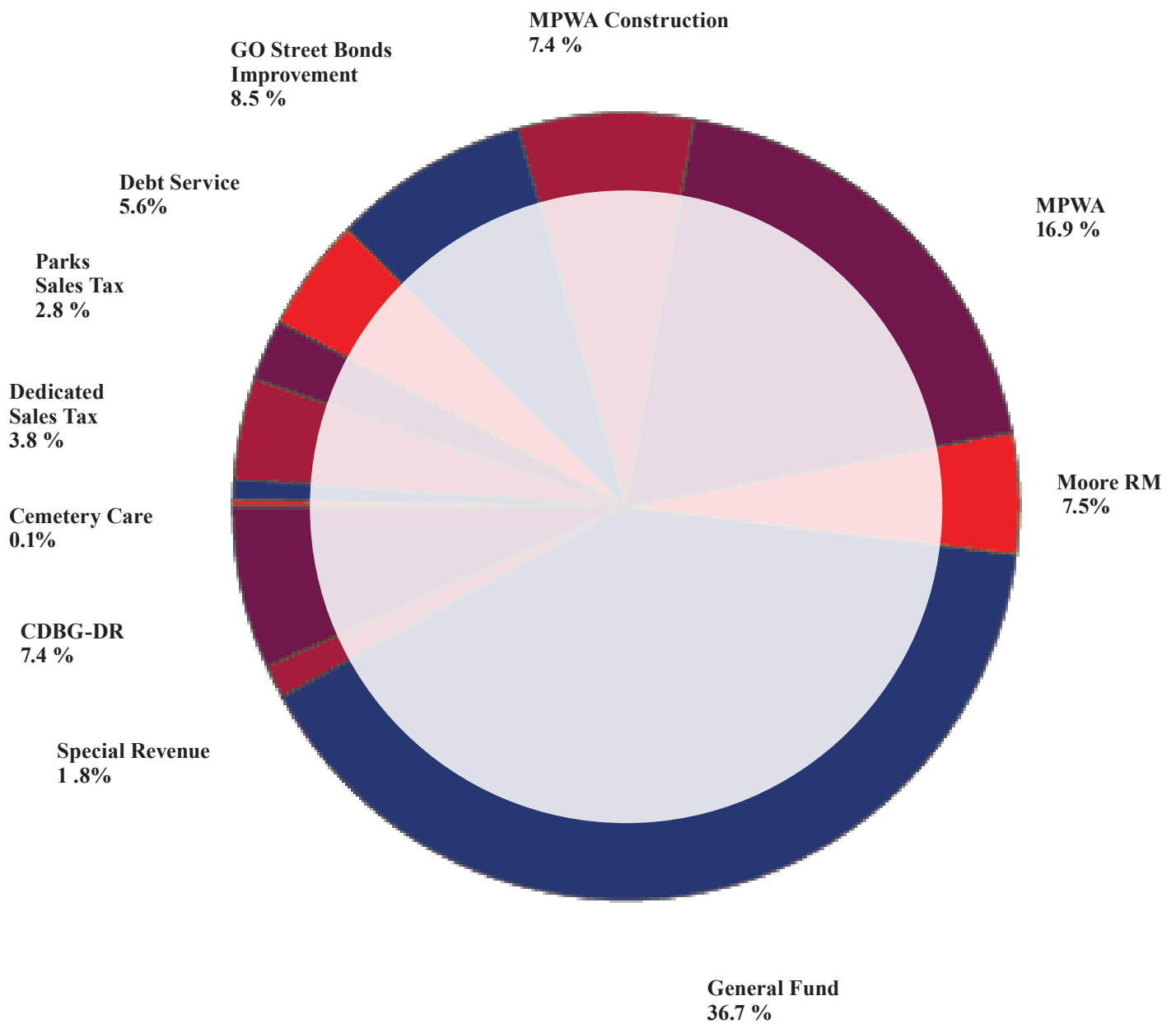
FUND TOTALS

CITY OF MOORE, MEDA & MPWA

FUND	FUND NAME	FUND TOTAL	
Fund 1	Moore Public Works Authority Sinking Fund	8,758,653	
Fund 2	Moore Risk Management	7,868,463	
Fund 5	Moore Public Works Authority	20,551,314	
	Total Moore Public Works Authority		37,178,430
Fund 3	Moore Economic Development Authority	0	
	Total Moore Economic Development Authority		0
Fund 4	2013 & 2015 GO Street Bonds	5,525,348	
Fund 6	General Fund	43,064,442	
Fund 7	Cemetery Perpetual Care	18,405	
Fund 8	Special Revenue Fund	1,511,838	
Fund 9	Debt Service	7,376,779	
Fund 10	Urban Renewal Trust Authority	50,000	
Fund 11	Water System Dedicated Sales Tax	1,149,530	
Fund 12	Dedicated Sales Tax	4,524,606	
Fund 13	Parks Sales Tax	2,538,458	
Fund 14	Parks GO Bonds	0	
Fund 15	CDBG DR	4,974,369	
	Total City of Moore		70,733,775

EXPENDITURES BY FUND

CITY OF MOORE



NOTICE OF PUBLIC HEARING

Public notice published in The Oklahoman on May 27, 2020.

The City of Moore-Moore Public Works Authority will hold a Public Budget Hearing at 6:30 p.m. on June 1, 2020, 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 2020-2021 as summarized below: The public is encouraged to

Department Function	Moore Public			
	General Fund	G.O. Debt Service	Works Authority	Special Revenue
MPWA Construction			8,758,653	
General Government	2,416,524		16,967,017	
GO Street Bonds Improvements				5,525,348
Moore Risk Management			7,868,463	
Sanitation			3,584,297	
Moore Economic Development Authority				355,250
Managerial	901,204			
City Attorney	209,744			
Finance	1,376,432			
Information Services	1,530,008			
Human Resources	288,695			
Municipal Court	578,126			
Police	12,968,902			
Communications	1,025,751			
Emergency Management	350,433			
Fire	9,927,411			
Street Improvements	87,500			
Public Works	2,206,864			
Animal Adoption Center	581,872			
Public Works Facility	532,273			
Fleet Maintenance	1,145,637			
Building Maintenance	645,384			
Parks and Recreation	819,505			
Brand Senior Citizen Center	214,807			
Landscape and Beautification	160,966			
Parks and Recreation Activities	222,717			
Parks and Cemetery Maintenance	953,143			
Moore Recreation Center	1,567,194			
Aquatic Park	678,557			
Library	39,930			
Planning	553,277			
Inspections	612,278			
Code Enforcement	290,950			
Capital Planning & Resiliency	176,358			
Moore/Smith Cemetery	2,000			
Special Revenue - Cemetery				18,405
Special Revenue				1,511,838
G.O. Debt Service		7,376,779		
Urban Renewal Trust Authority				50,000
Water System Dedicated Sales Tax				1,149,530
Dedicated Sales Tax				4,524,606
Parks Sales Tax				2,538,458
Park GO Bonds				0
CDBG DR				4,974,369
Total	\$43,064,442	\$7,376,779	\$37,178,430	\$20,292,554

Total Budget: \$107,912,205

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



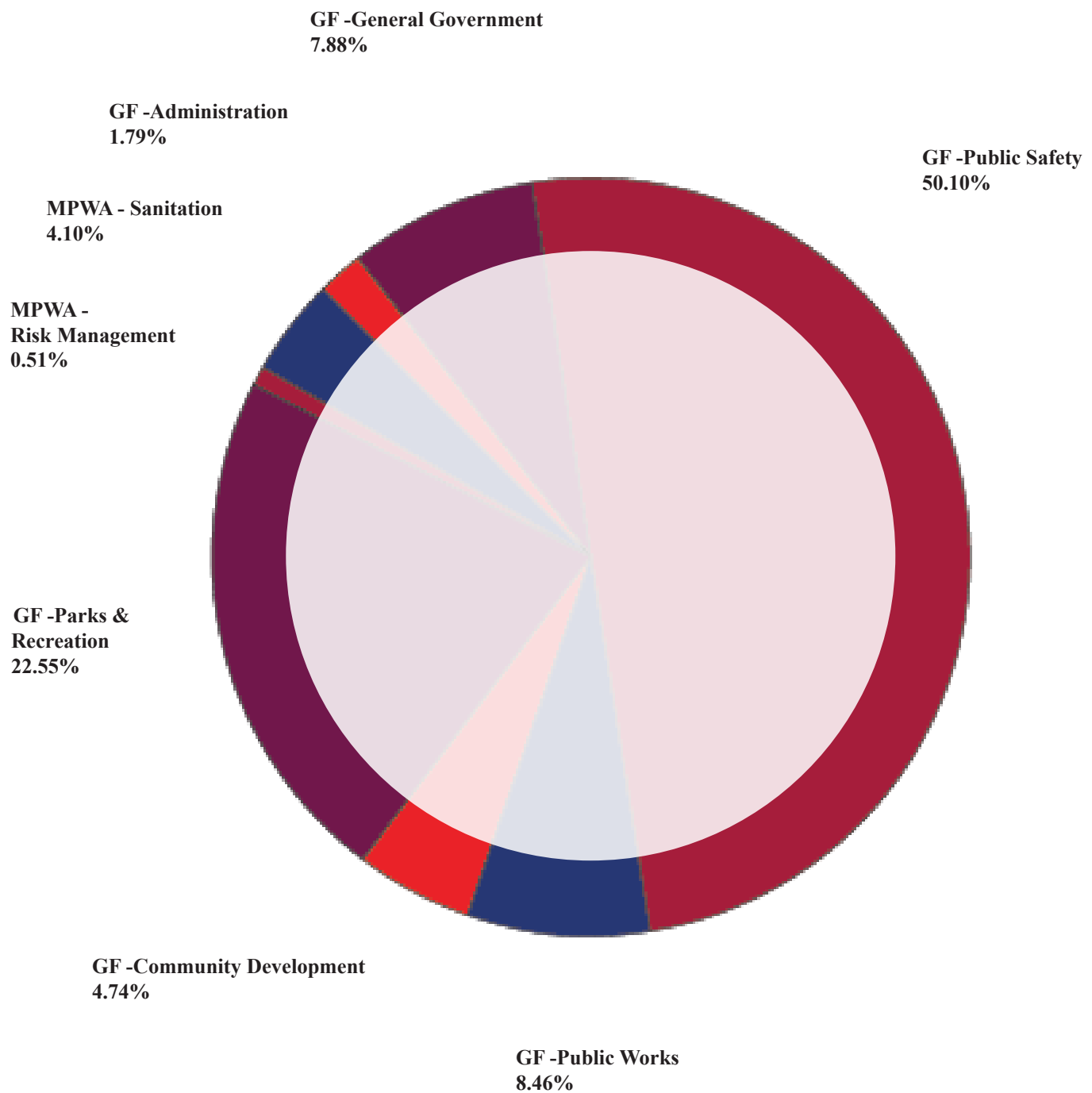
ALLOCATION OF CITY/MEDA/MPWA PERSONNEL FULL TIME EQUIVALENT(FTE)

Department	FY 17-18	FY 18-19	FY 19-20	FY 20-21
Economic Development Authority	1.00	.00	0.00	0.00
Total MEDA	1.00	0.00	0.00	0.00
General Government	7.00	7.00	7.00	7.00
Managerial	5.00	6.00	6.00	6.00
City Attorney	1.00	1.00	1.00	1.00
Finance	17.50	16.50	15.75	15.75
Information Technology	5.00	5.00	5.00	5.00
Human Resources	0.00	3.00	3.00	3.00
Municipal Court	7.00	7.00	7.00	7.00
Police	94.00	94.00	97.00	98.00
Communications	12.50	12.50	12.50	12.50
Emergency Management	2.00	2.00	2.00	2.00
Fire Department	74.00	74.00	75.00	76.00
Public Works (Streets & Drainage)	11.50	11.50	11.50	11.50
Animal Adoption Center	5.00	6.00	6.00	6.00
Fleet Maintenance	6.00	6.00	6.00	6.00
Building Maintenance	8.50	8.50	8.50	9.50
Parks and Recreation	8.00	8.00	8.00	8.00
Senior Citizen Services	2.00	2.00	2.00	2.00
Landscape and Beautification	2.00	2.00	2.00	2.00
Parks and Recreation Activities	8.00	8.00	8.00	8.00
Parks and Cemetery Maintenance	6.00	6.00	9.50	9.50
Moore Recreation Center	18.75	20.50	20.50	20.50
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	9.00
Code Enforcement	3.00	3.00	3.00	3.00
HUD DR Grant	5.00	4.00	4.00	4.00
Total City	358.75	367.00	371.25	372.25
Risk Management	4.00	4.00	2.00	1.50
Sanitation	15.00	15.00	16.00	16.00
Total MPWA	19.00	19.00	18.00	17.50

¹ Seasonal positions, approximately 14 weeks

ALLOCATION OF PERSONNEL

CITY OF MOORE



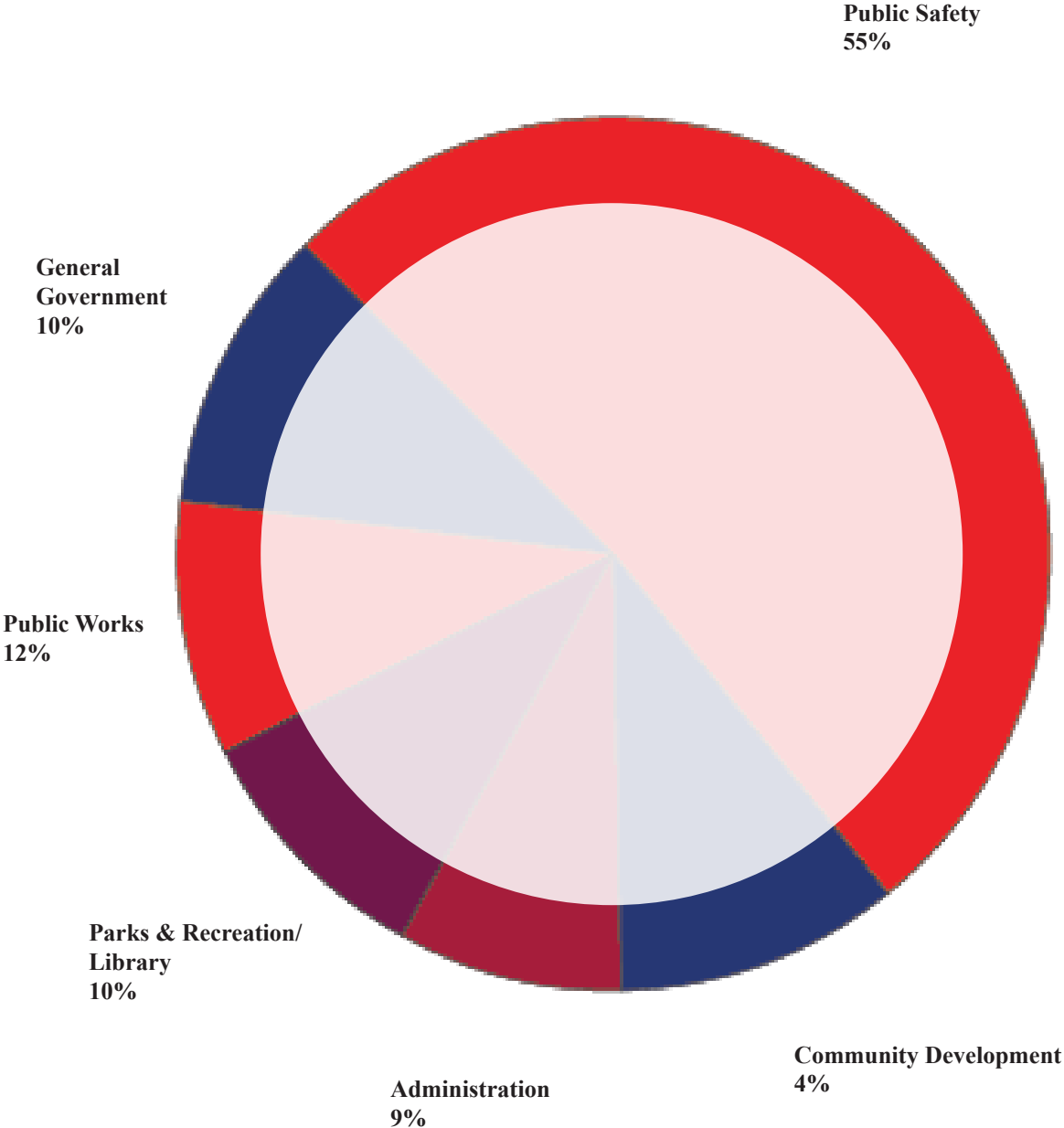
SUMMARY OF GENERAL FUND EXPENDITURES

CITY OF MOORE

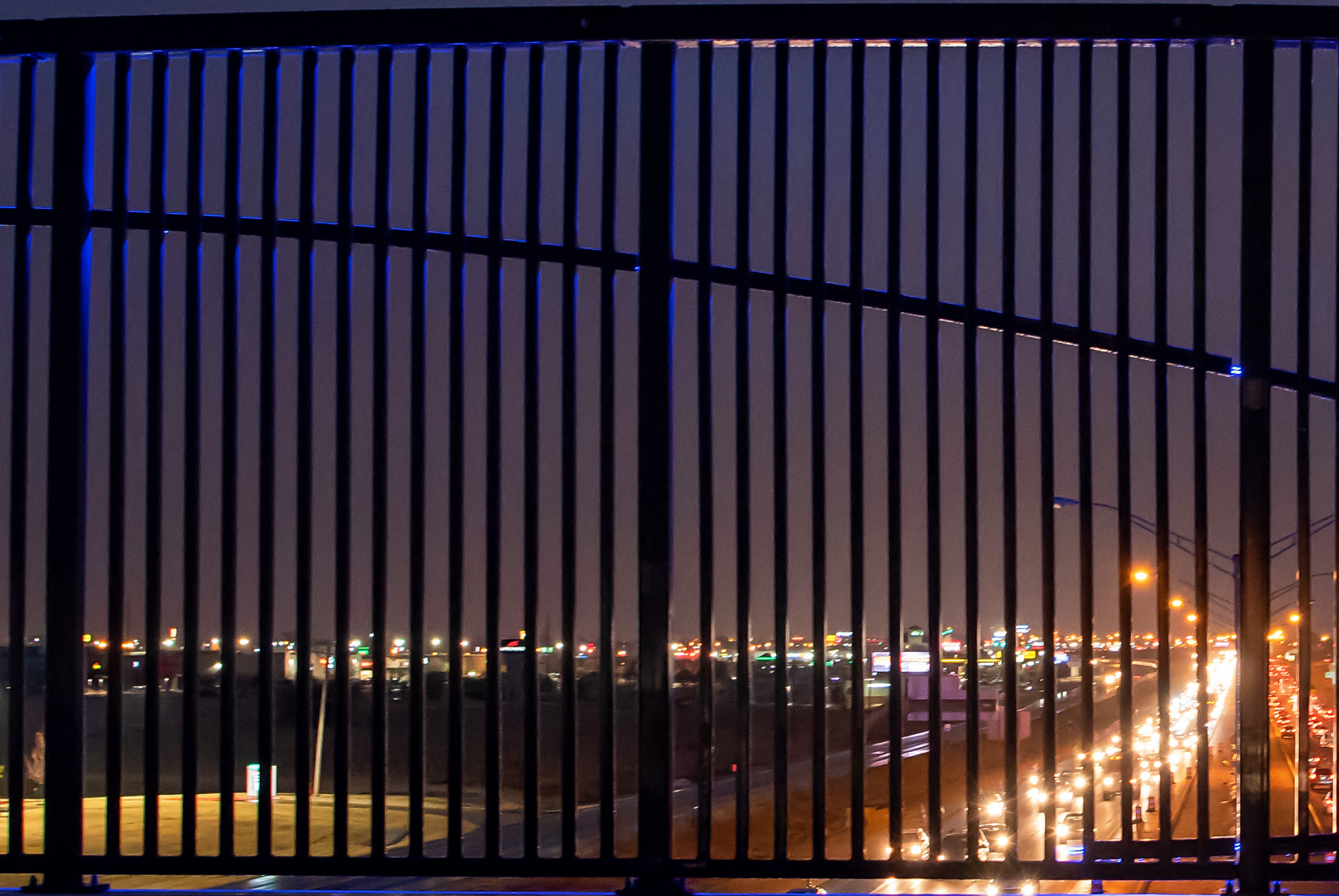
Department	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21	Difference FY 20-21 / 19-20
General Government	2,562,106	3,685,680	2,416,524	(1,269,156)
Managerial	934,704	911,186	901,204	(9,982)
City Attorney	199,110	205,463	209,744	4,281
Central Purchasing	7,890	-	-	-
City Clerk/Finance	1,404,241	1,444,052	1,376,432	(67,620)
Information Techonology	1,336,795	1,477,039	1,530,008	52,969
Human Resources	255,199	295,399	288,695	(6,704)
Municipal Court	558,458	587,643	578,126	(9,517)
Police	11,702,338	12,374,331	12,968,902	594,571
Communications	871,685	982,697	1,025,751	43,054
Emergency Management	430,745	369,879	350,433	(19,446)
Fire	9,716,847	9,747,847	9,927,411	179,564
Street Improvements	-	-	-	-
Public Works	2,032,383	2,215,573	2,206,864	(8,709)
Animal Adoption	560,319	590,650	581,872	(8,778)
Public Works Facility	-	523,273	532,273	-
Fleet Maintenance	1,094,351	1,096,479	1,145,637	49,158
Building Maintenance	556,482	698,668	645,384	(53,284)
Parks & Recreation	740,910	773,907	819,505	45,598
Senior Citizen Center	170,080	197,815	214,807	16,992
Landscape & Beautification	166,884	157,728	160,966	3,238
Parks & Recreation Activities	209,381	234,576	222,717	(11,859)
Parks & Cemetery Maintenance	862,215	916,538	953,143	36,605
Recreation Center	1,417,217	1,511,439	1,567,194	55,755
Aquatic Park	515,154	594,089	678,557	84,468
Library	41,721	40,430	39,930	(500)
Community Development/Planning	469,105	783,652	553,277	(230,375)
Inspections	518,928	573,136	612,278	39,142
Code Enforcement	286,829	317,855	290,950	(26,905)
Capital Planning & Resiliency	175,146	227,015	176,358	(50,657)
Moore/Smith Cemetery	1,972	1,000	2,000	1,000
Total	\$39,798,836	\$43,544,039	\$43,064,442	(\$479,597)

General Fund Expenditures

CITY OF MOORE



MOORE PUBLIC



1960

1763

WORKS AUTHORITY



PHOTO BY MARK DOESCHER, EDITOR-IN-CHIEF & CHIEF PHOTOGRAPHER OF 19TH STREET MAGAZINE

BUDGET SUMMARY

PUBLIC WORKS AUTHORITY

DEPARTMENT	ACTUAL FY 18-19	ESTIMATED FY 19-20	PROPOSED FY 20-21	DIFFERENCE FY 20-21 /19-20
Risk Management	7,560,030	7,643,356	7,868,463	225,107
General Government	14,753,556	16,533,243	16,697,017	433,774
Sanitation	3,495,375	3,521,131	3,584,297	63,166
TOTAL	\$25,808,961	\$27,697,730	\$28,419,777	\$757,047

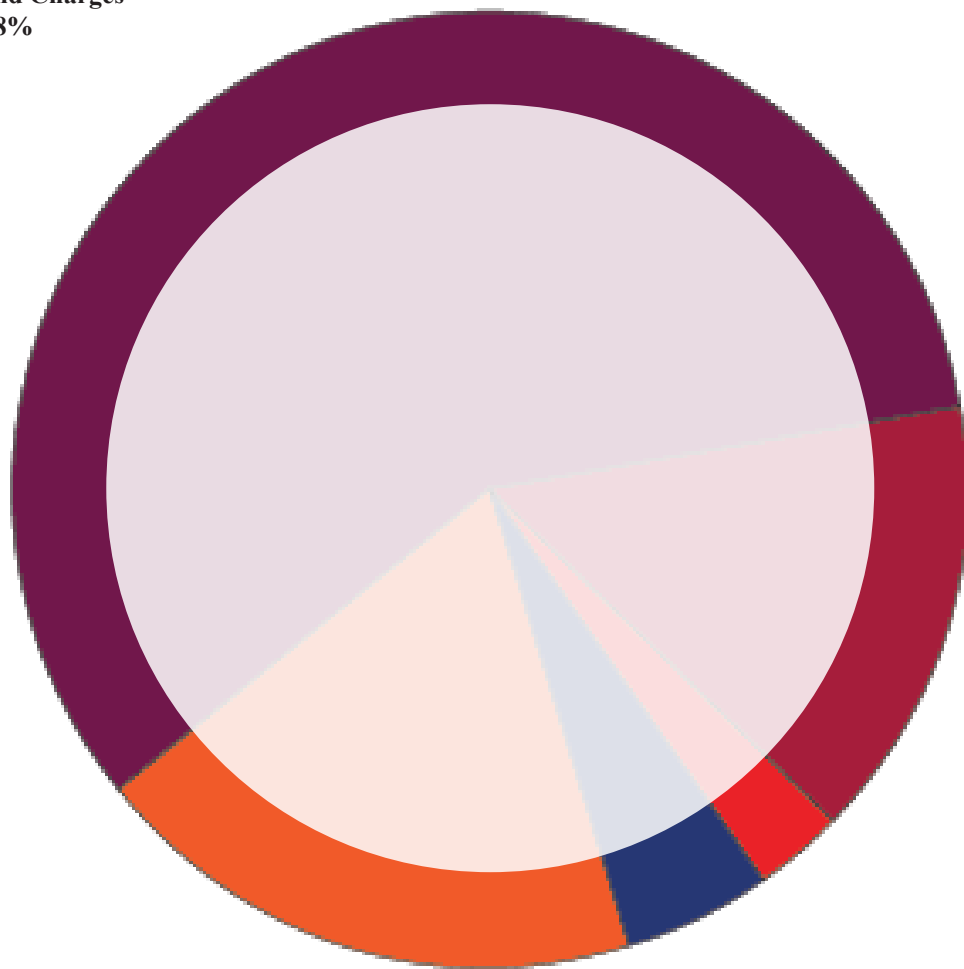
ACCOUNT	ACTUAL FY 17-18	ACTUAL FY 18-19	ESTIMATED FY 19-20	PROPOSED FY 20-21
Personal Services	1,545,657	1,297,534	1,401,564	1,416,027
Materials & Supplies	4,713,742	5,236,615	5,420,891	5,556,550
Other Services & Charges	15,430,230	15,279,555	15,961,741	16,561,663
Debt Service	3,325,761	3,492,492	4,146,686	4,166,189
Capital Outlay	235,574	502,765	766,848	719,348
TOTAL	\$25,250,964	\$25,808,961	\$27,697,730	\$28,419,777

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

UTILITY EXPENSE CATEGORIES ALLOCATION PUBLIC WORKS AUTHORITY

FY 2020-2021

**Other Services
and Charges**
58%



**Materials &
Supplies**
20%

**Capital
Outlay**
2 %

Debt Service
15 %

Personal Services
5 %

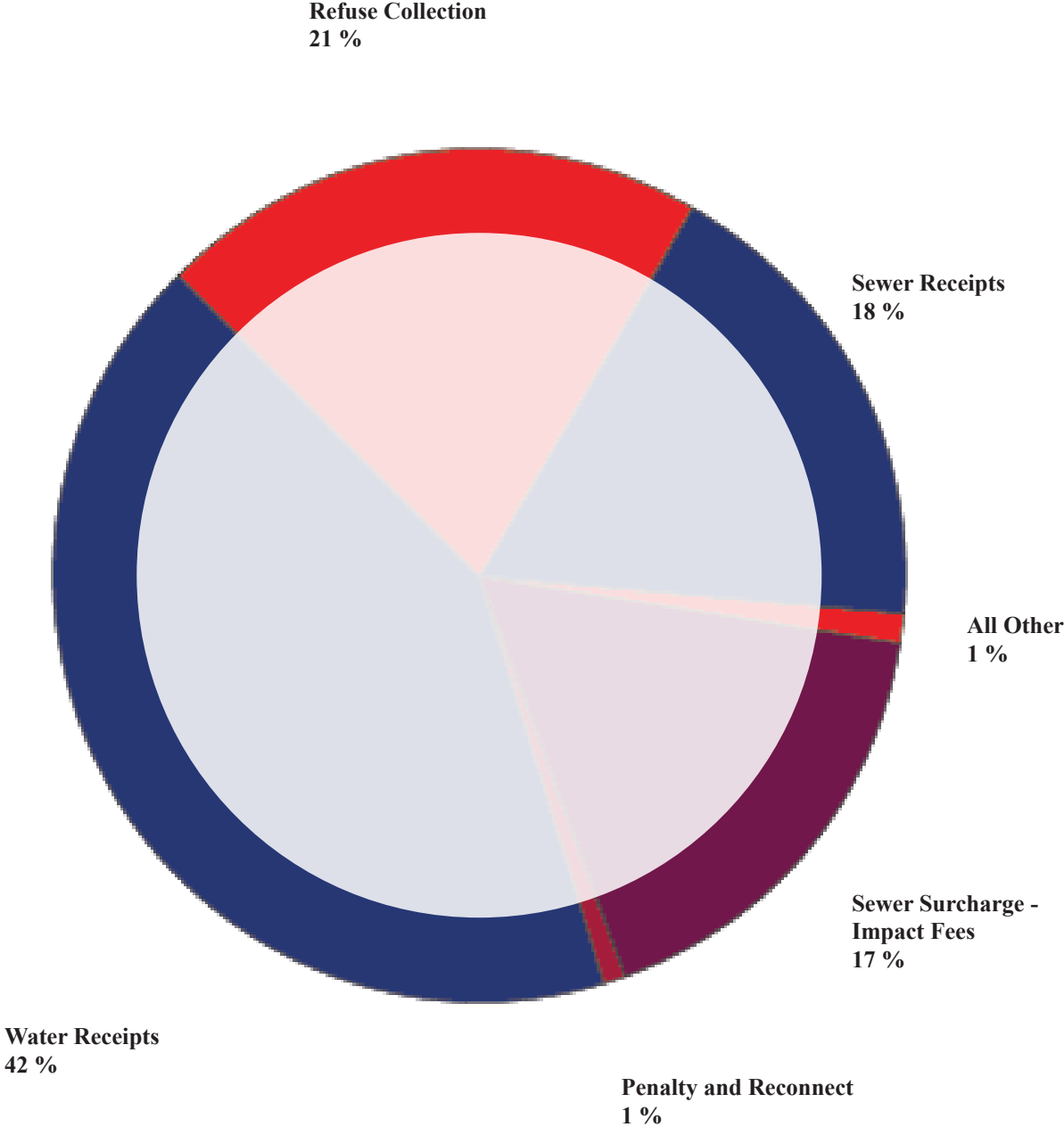
EXHIBIT "A"

MPWA SCHEDULE OF REVENUES

REVENUE SOURCE	2017-2018	2018-2019	2019-2020	2020-2021
Moore Risk Management	Actual	Actual	Budget	Budget
CHARGES FOR SERVICES:				
Health Insurance Premiums	5,779,764	5,578,998	5,383,320	5,521,873
AD & D Premiums	256,678	252,870	245,000	245,000
Cobra/Retiree Health Premiums	319,901	378,213	325,000	325,000
Reimbursement on Stop Loss Insurance	154,829	42,639	150,000	150,000
TOTAL CHARGES FOR SERVICES	6,511,172	6,252,719	6,103,320	6,241,873
MISCELLANEOUS REVENUE:				
Interest Income	2,021	6,403	8,000	5,000
Transfer In	1,754,981	1,101,109	1,502,036	1,551,590
Other	177,449	181,757	30,000	70,000
TOTAL MISCELLANEOUS REVENUE	1,934,451	1,289,269	1,540,036	1,626,590
RISK MANAGEMENT TOTAL REVENUES	6,690,642	6,440,881	7,643,356	7,868,463
Less: Expenses	7,608,069	7,560,030	7,643,356	7,868,463
UNRESTRICTED FUND BALANCE	(917,427)	(1,119,149)	0	0
UTILITY OPERATIONS BUDGET				
CHARGES FOR SERVICES:				
Water Receipts	8,919,457	9,231,836	9,973,260	10,904,150
Water Installations	87,075	50,635	62,023	61,345
Penalty/Reconnect Fees	180,568	181,996	180,000	180,000
Temporary/Bulk Water	11,945	9,038	12,000	12,000
New Service Connection Fee	113,175	114,800	113,349	113,950
Sewer Receipts	3,790,450	3,662,971	3,798,945	3,790,855
Sewer Surcharge/Impact Fee	3,891,341	4,099,934	4,884,527	4,496,875
Sewer Installations	11,265	8,618	11,075	10,283
Refuse Collection Receipts	4,639,440	4,752,288	4,810,915	4,705,000
Extra Polycart Fee	419,355	458,980	420,000	420,000
Landfill Collection Fee	64,226	65,481	62,500	64,600
TOTAL CHARGES FOR SERVICES	22,128,337	22,636,577	24,328,594	24,759,058
MISCELLANEOUS REVENUE:				
Interest Income	35,439	75,882	58,000	73,000
Other	338,876	336,564	310,269	296,885
TOTAL MISCELLANEOUS REVENUE	374,315	412,626	368,269	369,885
MPWA FUND TOTAL REVENUES	22,502,652	23,049,203	24,696,863	25,128,943
Beginning Unrestricted Fund Balance	-	-	-	-
Sales Tax Transfer from General Fund	26,265,301	27,229,166	27,535,969	27,090,244
SUB-TOTAL	48,767,952	50,278,369	52,232,832	52,219,187
Sales Tax Transfer to General Fund	(26,265,301)	(27,229,166)	(27,535,969)	(27,090,244)
Transfer to General Fund/Other Fund	(3,333,539)	(2,639,166)	(3,362,489)	(3,862,489)
Transfer to Risk Management	(1,550,000)	(905,000)	(1,280,000)	(1,411,590)
Total MPWA Revenues	17,619,112	19,505,037	20,054,374	19,854,864
Plus: Budgeted Fund Balance	-	-	-	696,450
Less Expenses/Encumbrances	17,642,896	18,248,931	20,054,374	20,551,314
UNRESTRICTED FUND BALANCE	(23,783)	1,256,106	0	0

CHART OF REVENUE PUBLIC WORKS AUTHORITY

FY 2020-2021



SINKING FUND

FUND 01 | DEPARTMENT 013

MPWA SINKING FUND

FUND 01 | DEPARTMENT 013

BUDGET SUMMARY

	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
Category			
Construction	0	8,883,653	8,758,653
Total	\$0	\$8,883,653	\$8,758,653

PERSONNEL SUMMARY

	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
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 2017	Actual CY 2018	Projected CY 2019	
PERFORMANCE MEASUREMENTS	Task			
	Safety Training	159	180	190
	Workplace injuries	26	24	22

	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21	
BUDGET SUMMARY	Category			
	Personal Services	152,656	188,051	168,098
	Materials & Supplies	1,992	3,000	3,000
	Other Services & Charges	7,405,382	7,452,305	7,694,865
	Capital Outlay	0	0	2,500
Total	\$7,560,030	\$7,643,356	\$7,868,463	

	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21	
PERSONNEL SUMMARY	Departmental Position:				
	Assistant City Attorney	1.00	1.00	1.00	1.00
	Loss Control Officer	1.00	1.00	0.50	0.50
	Total	1.00	2.00	1.50	1.50

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 18-19	Estimated FY 19-20	Proposed FY 20-21
Category			
Personal Services	0	0	0
Materials & Supplies	5,009,621	5,192,641	5,309,500
Other Services & Charges	6,166,031	6,747,068	7,044,480
Capital Outlay	85,412	446,848	446,848
Debt Service	3,492,492	4,146,686	4,166,189
Total	\$14,753,556	\$16,533,243	\$16,967,017

**PERSONNEL
SUMMARY**

	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
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**

	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
Category			
Personal Services	1,144,878	1,213,513	1,247,929
Materials & Supplies	225,002	225,250	244,050
Other Services & Charges	1,708,142	1,762,368	1,822,318
Capital Outlay	417,353	320,000	270,000
Total	\$3,495,375	\$3,521,131	\$3,584,297

**PERSONNEL
SUMMARY**

	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
Departmental Position:				
Sanitation Supervisor	1.00	1.00	1.00	1.00
Terminator Operator	3.00	3.00	3.00	3.00
Sanitation Equipment Operator	11.00	11.00	11.00	11.00
Polycart Operator	1.00	1.00	1.00	1.00
Total	16.00	16.00	16.00	16.00

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**

	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
Category			
Personal Services	0	0	0
Materials & Supplies	0	0	0
Other Services & Charges	0	0	0
Capital Outlay	0	0	0
Debt Service	6,120,091	3,566,920	2,209,822
Total	\$6,120,091	\$3,566,920	\$2,209,822

**PERSONNEL
SUMMARY**

	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
Departmental Position:				
No Budgeted Personnel	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00

CITY OF MOORE





PHOTO BY MARK DOESCHER, EDITOR-IN-CHIEF & CHIEF PHOTOGRAPHER OF 19TH STREET MAGAZINE

RESOLUTION NO. 958(20)

RESOLUTION NO. 958 (20)

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 2020-2021 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 2020-2021; ESTABLISHING AND APPROVING THE SINKING FUND LEVIES SET FORTH IN SAID BUDGET FOR FISCAL YEAR 2020-2021; AND DIRECTING THAT SAID BUDGET BE FILED AND PUBLISHED IN ACCORDANCE WITH STATE LAW.

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

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

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

WHEREAS, in accordance with provisions of the Municipal Budget Act, the City Council did hold a public hearing on the recommended budget on the date of June 1, 2020, 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 2020-2021 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 2020-2021 (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 2020-2021 is attached hereto and made a part hereof and marked Exhibit "B"; and,

WHEREAS, the final budget for Fiscal Year 2020-2021 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 2020-2021, all of which are supported by full and sufficient financial information; and,

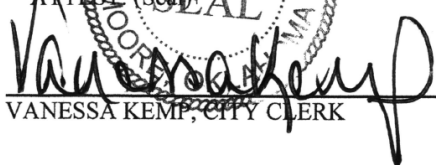
WHEREAS, the adoption of said budget for Fiscal Year 2020-2021, all as set forth in Exhibit "B", attached, in compliance with the provisions of the Municipal Budget Act, would be in the best interest of the City of Moore and the residents thereof;

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.

1. The final and complete budget for Fiscal Year 2020-2021, 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 2020-2021, 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 2020-2021 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 2020-2021 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 15th day of June, 2020.



ATTEST: (Seal)

 VANESSA KEMP, CITY CLERK


 GLENN LEWIS, MAYOR

APPROVED AS TO FORM & LEGALITY:


 RANDY C. BRINK, CITY ATTORNEY

EXHIBIT “B” SCHEDULE OF REVENUES

CITY OF MOORE

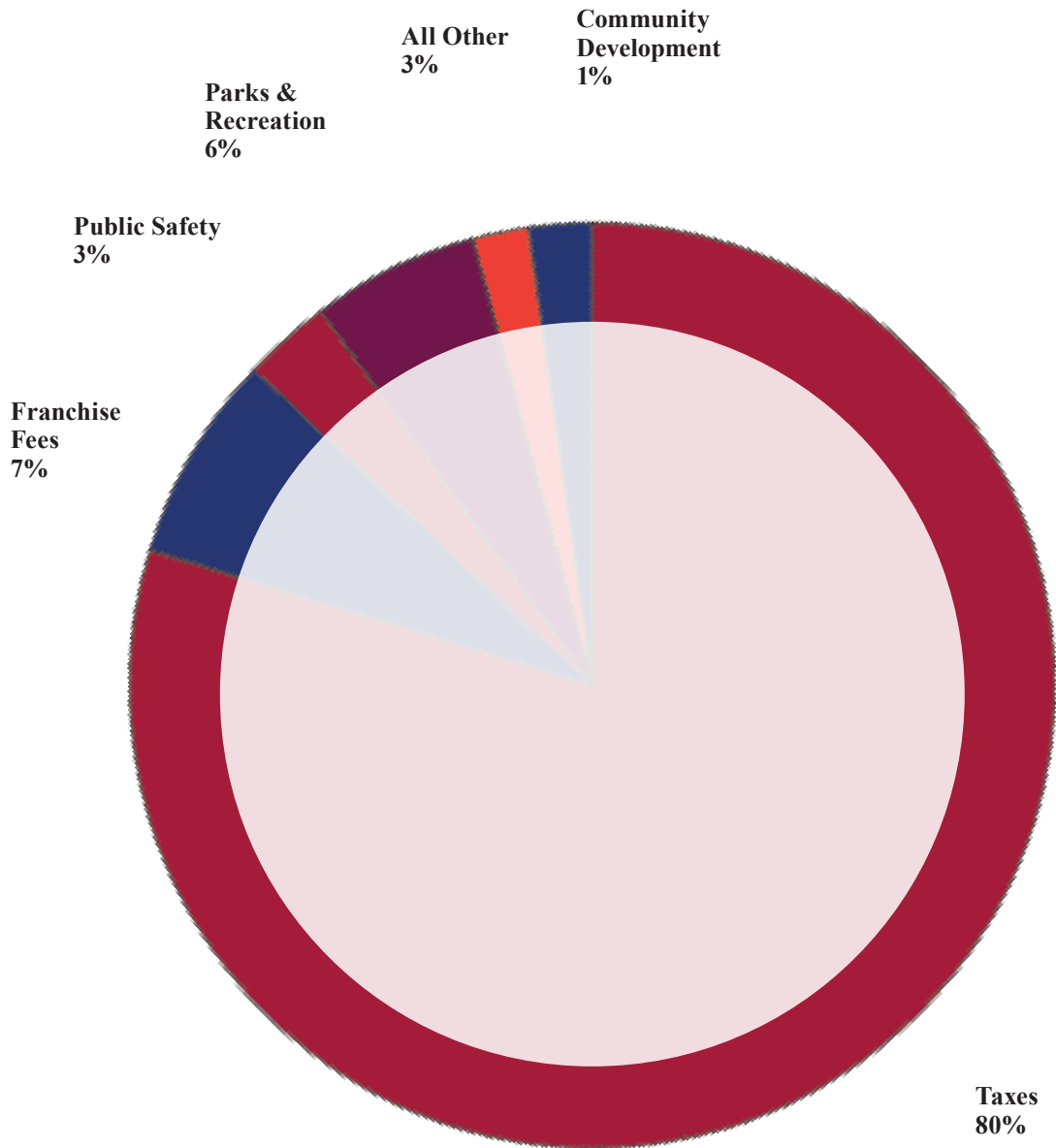
REVENUE SOURCE	2017-2018 Actual	2018-2019 Actual	2019-2020 Budget	2020-2021 Budget
GENERAL GOVERNMENT TAXES:				
Sales Tax	26,265,301	27,323,550	27,385,969	26,915,244
Sales Tax-Rebates	0	0	150,000	175,000
Franchise (Cable)	569,085	548,237	544,915	547,075
Franchise (Electric)	1,721,832	1,629,147	1,725,000	1,725,000
Franchise (Gas)	283,445	279,901	271,517	257,264
Franchise (Telephone)	23,797	34,040	35,000	35,000
AT&T Video Franchise	155,455	142,206	200,774	148,672
Use Tax	1,627,815	2,319,987	2,435,500	2,807,715
Cigarette/Tobacco Tax	390,701	297,728	380,000	380,000
Alcoholic Beverage Tax	160,007	207,225	182,466	225,001
Gasoline Excise Tax	115,623	112,997	112,295	114,333
Motor Vehicle Tax	426,933	436,451	414,855	433,426
TOTAL TAXES	\$31,739,994	\$33,331,469	\$33,838,291	\$33,763,730
GENERAL GOVERNMENT LICENSES AND PERMITS:				
Alarm Permits	5,625	5,825	6,271	4,973
Licenses and Permits - Clerk	51,478	146,507	70,000	75,000
TOTAL LICENSES AND PERMITS	\$57,103	\$152,332	\$76,271	\$79,973
GENERAL GOVERNMENT INTERGOVERNMENTAL REVENUE:				
School System Cost Sharing	309,345	319,554	348,557	355,876
TOTAL INTERGOVERNMENTAL	\$309,345	\$319,554	\$348,557	\$355,876
GENERAL GOVERNMENT MISCELLANEOUS:				
Interest Earnings	107,241	178,730	125,000	135,000
Sales Tax Interest	19,943	26,929	21,149	24,035
Cemetery Sales & Staking Fees	173,200	132,974	146,222	147,086
AT&T - Land Rental	30,954	15,057	19,795	20,286
Windemere Special Assessment	45,577	22,259	18,020	18,020
Reports & Copies	30,070	30,041	25,000	25,000
Application Fees	8,905	6,355	8,095	7,833
Sales of Material	8,381	6,626	11,321	6,760
Miscellaneous Revenue	269,888	134,365	46,925	46,393
TOTAL MISCELLANEOUS	\$694,159	\$533,336	\$421,527	\$430,413

REVENUE SOURCE	2017-2018 Actual	2018-2019 Actual	2019-2020 Budget	2020-2021 Budget
PUBLIC SAFETY FINES:				
Court Fines & Fees	1,017,896	1,102,683	1,061,570	1,037,350
Juvenile Court Fines	22,419	28,274	26,480	23,008
AMS Collection Revenue	42,191	42,463	44,497	41,699
Jail Cost Revenues	31,606	37,715	30,000	30,000
City Portion-Sheriff's Fee	3,506	4,263	3,862	4,704
Technology Fees	0	0	0	0
Miscellaneous Fees	796	1,511	0	0
TOTAL PUBLIC SAFETY FINES	\$1,118,414	\$1,216,909	\$1,166,409	\$1,136,631
PUBLIC WORKS:				
Animal Welfare Fees	40,917	43,207	41,495	40,539
TOTAL PUBLIC WORKS	\$40,917	43,207	41,495	40,539
PARKS & RECREATION REVENUES:				
Park/Community Center Rental	5,101	0	0	0
Various Class Fees/Rentals	136,124	120,627	170,200	124,200
Recreation Center Memberships	1,176,625	1,251,148	1,220,000	1,220,000
Recreation Center Day Passes	93,128	88,299	90,000	80,000
Recreation Center Concessions	216,307	217,702	209,000	209,000
Recreation Classes, Camps, & Events	153,807	266,423	225,920	238,130
Athletic League Fees	88,348	105,813	113,150	113,150
Aquatics Admissions & Passes	374,181	278,823	381,000	401,000
Aquatics Concession	43,390	47,215	0	0
Parks & Recreation Miscellaneous	41,039	14,676	46,460	19,250
TOTAL PARKS & RECREATION	\$2,328,050	\$2,390,726	\$2,455,730	\$2,404,730

REVENUE SOURCE	2017-2018 Actual	2018-2019 Actual	2019-2020 Budget	2020-2021 Budget
COMMUNITY DEVELOPMENT/ PLANNING PERMITS & LICENSES REVENUES:				
Oil Well Inspections	12,150	12,150	13,538	13,538
Contractor Licenses	75,257	75,257	76,775	76,775
Miscellaneous Permits & Licenses	112,722	112,722	122,658	122,658
Burn Permit	340	340	397	397
Building/ Occupancy Permits	118,716	118,716	127,454	127,454
State Surcharge	4,519	4,519	2,215	2,215
Plan Review	4,500	4,500	4,355	4,355
Detention Fees	20,523	20,523	27,786	27,786
Mowing Liens	59,762	59,762	73,071	73,071
Code Enforcement Revenue	31,876	31,876	41,584	41,584
TOTAL COMMUNITY DEVELOPMENT	\$440,366	\$454,943	\$757,567	\$468,788
GENERAL FUND REVENUES:	36,728,348	38,464,800	40,183,586	38,680,680
Beginning Unrestricted Fund Balance	0	0	0	0
Sales Tax Transfer from MPWA	26,265,301	27,299,166	27,535,969	27,090,244
Sales Tax Transfer to MPWA	(26,265,301)	(27,299,166)	(27,535,969)	(27,090,244)
Transfer from MPWA	3,333,539	2,639,166	3,362,489	3,862,489
Transfer (to) from Other Funds	(180,225)	(2,532)	(2,036)	(50,000)
Total General Fund Revenues	39,881,662	39,881,662	42,423,566	42,493,169
Plus: Reserved Fund Balance	0	0	1,120,473	571,273
Less: Expenditures/Encumbrances	39,435,502	39,798,836	43,544,039	43,064,442
UNRESTRICTED FUND BALANCE	446,160	1,302,598	0	0

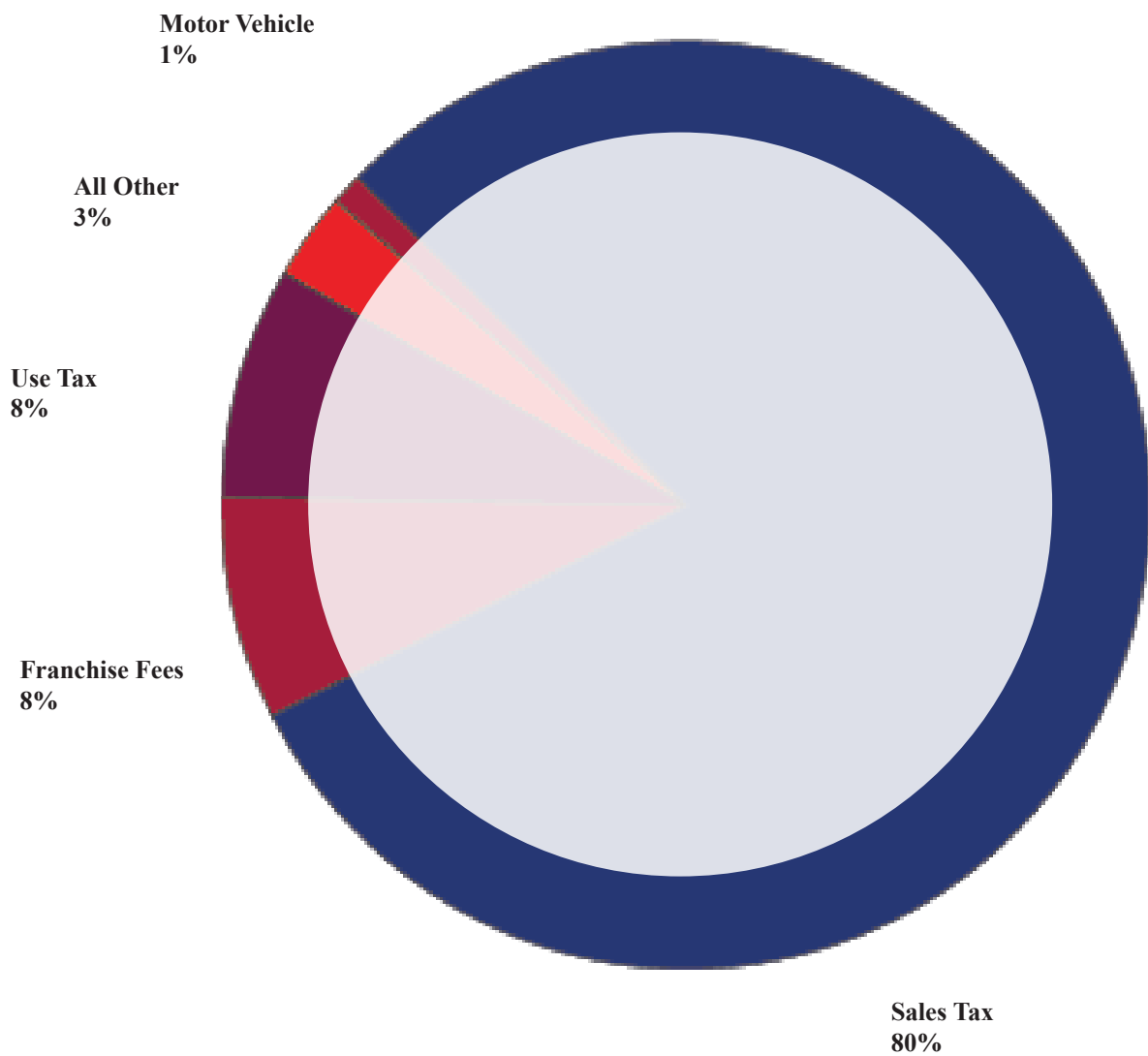
GENERAL FUND REVENUES BY CATEGORY CITY OF MOORE

FY 2020-2021



SOURCES OF TAX REVENUE CITY OF MOORE

FY 2020-2021



TOP 10 TAXPAYERS FOR 2019 (AD VALOREM) CITY OF MOORE

ENTERPRISE	TAX
Mission Point	5,966,169
Nabors Lux2/ Offshore Corp	5,424,192
Oklahoma Gas & Electric	5,267,182
Walmart/Sam's	4,899,271
KRG	4,179,726
Green's at Moore	3,860,495
Realty Income Properties	3,130,575
Cameron International	2,765,106
Horn Equipment	2,466,875
Helmerich & Payne	2,417,347

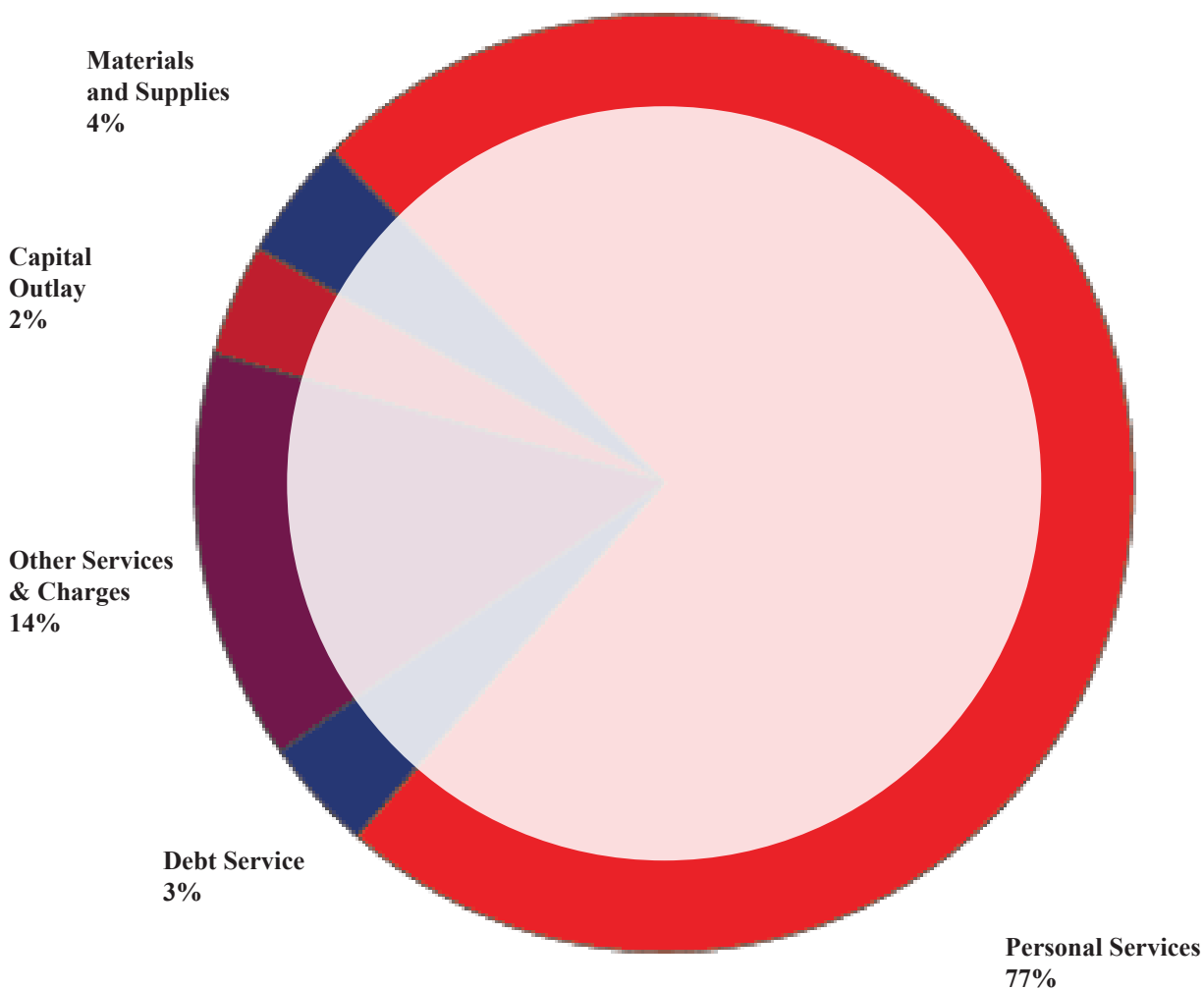
Source Cleveland County Assessor

SUMMARY OF GENERAL FUND EXPENDITURE BY COST CATEGORY CITY OF MOORE

CATEGORY	ACTUAL FY 17-18	ACTUAL FY 18-19	ESTIMATED FY 19-20	PROPOSED FY 20-21
Personal Services	29,444,222	30,844,582	32,226,136	33,394,354
Materials & Supplies	1,662,157	1,616,199	1,785,550	1,706,102
Other Services & Charges	5,433,144	5,446,944	5,861,236	5,913,127
Capital Outlay	396,746	560,623	1,819,363	853,098
Debt Service	2,499,233	1,330,488	1,851,754	1,197,761
TOTAL	\$39,435,502	\$39,798,836	\$43,544,039	\$43,064,442

ALLOCATION OF GENERAL FUND EXPENDITURES CITY OF MOORE

FY 2020-2021



GO STREET BONDS

Fund 04 |

STREET IMPROVEMENTS

2018 GO BONDS

2019 GO BONDS

GENERAL OBLIGATION STREET BONDS

FUND 04

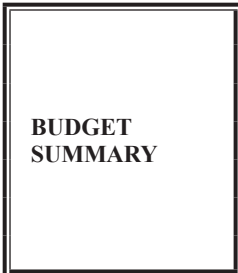
Goals

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.

	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
Category			
Street Improvements	46,621	0	0
2015B GO I-35 Bridge	0	0	0
2016B GO Streets Bonds	42,794	0	0
2018 GO Bonds	96,778	2,000,000	0
2019 GO Bonds	1,125,662	8,039,041	5,525,348
Total	\$1,311,855	\$10,039,041	\$5,525,348



GENERAL FUND

FUND 06 | DEPARTMENTS:

- 035-GENERAL GOVERNMENT
- 040-MANAGERIAL
- 041-LEGAL
- 042-CENTRAL PURCHASING
- 043-FINANCE
- 044-INFORMATION SERVICES
- 045-HUMAN RESOURCES
- 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
- 069-BUILDING MAINTENANCE

FUND 06 | DEPARTMENTS:

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 18-19	Estimated FY 19-20	Proposed FY 20-21
Category			
Personal Services	11,626	11,880	11,627
Materials & Supplies	53,735	49,600	28,600
Other Services & Charges	1,163,069	1,246,646	1,178,536
Capital Outlay	3,188	525,800	0
Debt Service	1,330,488	1,851,754	1,197,761
Total	\$2,562,106	\$3,685,680	\$2,416,524

**PERSONNEL
SUMMARY**

	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
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 18-19	Estimated FY 19-20	Proposed FY 20-21
Category			
Personal Services	919,590	894,036	886,004
Materials & Supplies	4,509	6,650	4,700
Other Services & Charges	10,605	10,500	10,500
Capital Outlay	0	0	0
Total	\$934,704	\$911,186	\$901,204

**PERSONNEL
SUMMARY**

	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
Departmental Position:				
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager	2.00	2.00	1.00	1.00
Economic Development Director	0.00	1.00	1.00	0.00
Public Affairs Director	0.00	0.00	0.00	1.00
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	0.00	1.00	1.00
Total	5.00	6.00	6.00	6.00

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

PERFORMANCE MEASUREMENTS

	Actual FY 18-19	Estimated FY 19-20	Projected FY 20-21
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

BUDGET SUMMARY

	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
Category			
Personal Services	188,980	195,338	199,414
Materials & Supplies	661	625	625
Other Services & Charges	9,469	9,500	9,705
Capital Outlay	0	0	0
Total	\$199,110	\$205,463	\$209,744

PERSONNEL SUMMARY

	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
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**

	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
Category			
General Office Supplies	238	0	0
Janitorial Supplies	2,972	15,000	15,000
Electrical Supplies	0	2,000	2,000
Printing & Publications	0	2,000	2,000
Transfer/Charge Backs	4,680	(19,000)	(19,000)
Total	\$7,890	\$0	\$0

**PERSONNEL
SUMMARY**

	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
Departmental Position:				
**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**

	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
Category			
Personal Services	1,259,428	1,288,997	1,219,677
Materials & Supplies	14,361	14,125	15,825
Other Services & Charges	130,452	140,930	140,930
Capital Outlay	0	0	0
Total	\$1,404,241	\$1,444,052	\$1,376,432

**PERSONNEL
SUMMARY**

	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
Departmental Position:				
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	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	0.75	0.75	0.00
Accounts Payable Clerk	1.00	1.00	1.00	1.00
Cashier	3.00	0.00	0.00	0.00
Head Cashier	1.00	1.00	1.00	1.00
Customer Service Representative	2.00	4.00	4.00	4.00
Customer Service Representative (Part-Time)	0.00	0.75	0.75	0.75
Part-Time Cashiers	0.75	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	16.50	16.50	15.75

INFORMATION TECHNOLOGY

FUND 06 | DEPARTMENT 044

Goals

1. Leverage existing, emerging, and innovative technologies to enhance, improve, and streamline business processes;
2. Ensure the privacy, integrity, reliability and appropriate use of information resources;
3. Meet or exceed customer requirements for technology service and 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

PERFORMANCE MEASUREMENTS

Task	Actual FY 18-19	Estimated FY 19-20	Projected FY 20-21
Service Calls	7,351	7,402	7,400
New Computers Installed	32	86	25

BUDGET SUMMARY

Category	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
Personal Services	413,500	448,834	470,233
Materials & Supplies	30,414	31,525	36,525
Other Services & Charges	839,617	856,250	1,023,250
Capital Outlay	53,264	140,430	0
Total	\$1,336,795	\$1,477,039	\$1,530,008

PERSONNEL SUMMARY

Departmental Position:	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
Information Technology Director	1.00	1.00	1.00	1.00
IT Security Specialist	0.00	0.00	0.00	1.00
Network Technician	2.00	2.00	2.00	2.00
PC Technician	1.00	1.00	1.00	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

PERFORMANCE MEASUREMENTS

Task	Actual CY 2019	Estimated CY 2020	Projected CY 2021
New Hire Orientations	147	159	175

BUDGET SUMMARY

Category	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
Personal Services	253,011	276,741	278,095
Materials & Supplies	1,805	1,973	4,750
Other Services & Charges	383	5,550	5,850
Capital Outlay	0	11,135	0
Total	\$255,199	\$295,399	\$288,695

PERSONNEL SUMMARY

Departmental Position:	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
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

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 18-19	Estimated FY 19-20	Projected FY 20-21
PERFORMANCE MEASUREMENTS			
Task			
Fines Collected	\$1.1M	\$1.0M	\$1.2M
Court Notify Calls	9,658	10,509	9,600

	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
BUDGET SUMMARY			
Category			
Personal Services	473,394	471,728	493,311
Materials & Supplies	5,062	34,250	5,450
Other Services & Charges	80,002	81,665	74,365
Capital Outlay	0	0	5,000
Total	\$558,458	\$587,643	\$578,126

	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
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. To continue our efforts to work with the community in a proactive and positive manner with the goal of solving or reducing problems that affect the quality of life within our community.
 2. To continue to foster positive interactions with students in our school system.
 3. To continue to benefit by utilizing our Community Service division, fostering partnerships with our business community, apartment complexes and the citizens of Moore.
 4. To provide a more effective service to the community by creating a Traffic Enforcement Unit to better address traffic issues within the City;
 5. To continue the implementation of the new Computer Aided Dispatch System and the new Records Management System in order to learn the system and manipulate the system to better fit our needs, taking advantage of the new features.
-

Objectives

1. To continue the school resource officer program and the utilization of the community service officers to expose citizens and students to the police department through citizens and student police academies and positive student/officer interaction. Also, improving our crime prevention efforts through citizen education and targeting areas of high crime and Crime Free Zones.
2. To seek all available grants and sources of revenue that will assist the department in its goal of quality, professional police service.
3. To add one patrol officer position in order to staff a five office Traffic Unit combined of three motorcycle units and two unmarked units. This unit will address traffic issues in the city and work the majority of vehicle accidents.
4. To add an additional supervisor position, a Lieutenant to keep up with the increase in officers obtained over the few years. This position would be assigned to our busiest shift, Baker, and would rotate to other shifts, if needed.

POLICE

FUND 06 | DEPARTMENT 051

PERFORMANCE MEASUREMENTS

Task	Actual FY 18-19	Estimated FY 19-20	Projected FY 20-21
Citations Written	8,929	7,700	7,200
Warnings Written	7,743	7,000	7,500
Arrests	2,748	2,100	2,500

BUDGET SUMMARY

Category	Actual FY 17-18	Estimated FY 18-19	Proposed FY 19-20
Personal Services	11,216,177	11,764,111	12,366,172
Materials & Supplies	249,123	294,000	275,500
Other Services & Charges	236,895	295,220	288,230
Capital Outlay	143	21,000	39,000
Total	\$11,702,338	\$12,374,331	\$12,968,902

PERSONNEL SUMMARY

Departmental Position:	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
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
Records - Administrative Clerk	3.00	3.00	3.00	3.00
Captain	5.00	5.00	5.00	5.00
Lieutenant	8.00	8.00	8.00	8.00
Sergeant	54.00	53.00	53.00	57.00
Police Officer I & II	15.00	19.00	19.00	18.00
Total	94.00	94.00	94.00	97.00

COMMUNICATIONS

FUND 06 | DEPARTMENT 052

Goals

- 1 To provide timely and accurate emergency telecommunications services to and between the general public and the City's public safety responders.
 2. To continue the implementation and training of the new Computer Aided Dispatch system.
-

Objectives

1. To rapidly and accurately answer and assess all telephone calls for public safety assistance within the City of Moore;
2. To accurately respond City of Moore assets to events requiring public safety assistance and do so in a timely matter;
3. To promote a culture of Professionalism, Respect, Integrity, Accountability and Service within the communications department.

COMMUNICATIONS

FUND 06 | DEPARTMENT 052

PERFORMANCE MEASUREMENTS

Task	Actual CY 2017	Estimated CY 2018	Projected CY 2019
Calls Received	78,971	77,889	69,595

BUDGET SUMMARY

Category	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
Personal Services	855,251	952,497	995,551
Materials & Supplies	5,234	9,750	9,750
Other Services & Charges	11,200	20,450	20,450
Capital Outlay	0	0	0
Total	\$871,685	\$982,697	\$1,025,751

PERSONNEL SUMMARY

Departmental Position:	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
Supervisor	1.00	1.00	1.00	1.00
Dispatcher II	2.00	2.00	2.00	2.00
Dispatcher I	9.00	9.00	9.00	9.00
Part Time Dispatcher	0.50	0.50	0.50	0.50
Total	12.50	12.50	12.50	12.50

EMERGENCY MANAGEMENT

FUND 06 | DEPARTMENT 053

Goals

1. 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 18-19	Estimated FY 19-20	Projected FY 20-21
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 18-19	Estimated FY 19-20	Proposed FY 20-21
BUDGET SUMMARY			
Category			
Personal Services	245,608	262,929	224,983
Materials & Supplies	17,990	20,000	20,000
Other Services & Charges	95,134	86,950	105,450
Capital Outlay	72,013	0	0
Total	\$430,745	\$369,879	\$350,433

	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
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

PERFORMANCE MEASUREMENTS

Task	Actual CY 2019	Estimated CY 2020	Projected CY 2021
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

BUDGET SUMMARY

Category	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
Personal Services	9,425,692	9,414,803	9,612,612
Materials & Supplies	145,045	147,357	142,857
Other Services & Charges	115,140	161,362	147,617
Capital Outlay	30,611	24,325	24,325
Total	\$9,716,488	\$9,747,847	\$9,927,411

PERSONNEL SUMMARY

Departmental Position:	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
Fire Chief	1.00	1.00	1.00	1.00
Deputy Fire Chief	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Fire Marshal	1.00	1.00	1.00	1.00
Assistant Fire Marshal	2.00	2.00	2.00	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	11.00	11.00	5.00	11.00
Captain	2.00	2.00	4.00	2.00
Lieutenant & Driver	12.00	12.00	12.00	12.00
Corporal	37.00	34.00	30.00	31.00
Firefighter I & II	9.00	5.00	12.00	9.00
Total	74.00	74.00	74.00	75.00

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

	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
Category			
Personal Services	714,887	845,023	838,214
Materials & Supplies	177,238	298,950	236,950
Other Services & Charges	985,841	899,600	1,056,700
Capital Outlay	154,417	172,000	162,500
Total	\$2,032,383	\$2,215,573	\$2,369,364

PERSONNEL SUMMARY

	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
Departmental Position:				
Public Works Director	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Streets Supervisor	1.00	1.00	1.00	1.00
Maintenance II	2.50	2.50	2.50	2.50
Maintenance I	4.50	4.50	4.50	4.50
Administrative Clerk	1.00	1.00	1.00	1.00
Street Sweeper	0.50	0.50	0.50	0.50
Total	11.50	11.50	11.50	11.50

ANIMAL ADOPTION CENTER

FUND 06 | DEPARTMENT 065

Goals

1. Eliminate the need for euthanasia;
2. 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 2018	Estimated CY 2019	Projected CY 2020
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 18-19	Estimated FY 19-20	Proposed FY 20-21
BUDGET SUMMARY			
Category			
Personal Services	386,314	414,250	441,372
Materials & Supplies	55,378	45,500	51,500
Other Services & Charges	53,015	49,500	86,000
Capital Outlay	65,612	81,400	3,000
Total	\$560,319	\$590,650	\$581,872

	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 2021
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
Total	6.00	6.00	6.00	6.00

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 18-19	Estimated FY 19-20	Proposed FY 20-21
Construction	0	532,273	532, 273
Total	\$0	\$532,273	\$532,273

PERSONNEL SUMMARY

Departmental Position:	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
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 18-19	Estimated FY 19-20	Proposed FY 20-21
Personal Services	465,567	477,879	499,087
Materials & Supplies	381,765	377,500	382,250
Other Services & Charges	238,679	216,100	239,300
Capital Outlay	8,340	25,000	25,000
Total	\$1,094,351	\$1,096,479	\$1,145,637

PERSONNEL SUMMARY

Departmental Position:	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
Fleet Maintenance Supervisor	1.00	1.00	1.00	1.00
Fleet Maintenance Clerk	1.00	1.00	1.00	1.00
Senior Mechanic	1.00	1.00	1.00	1.00
Mechanic	2.00	2.00	2.00	2.00
Mechanic Helper	1.00	1.00	1.00	1.00
Total	6.00	6.00	6.00	6.00

BUILDING MAINTENANCE

FUND 06 | DEPARTMENT 069

Goals

1. 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 18-19	Estimated FY 19-20	Proposed FY 20-21
Personal Services	464,431	576,968	610,484
Materials & Supplies	27,911	24,200	25,700
Other Services & Charges	4,679	8,300	9,200
Capital Outlay	59,461	89,200	0
Total	\$556,482	\$698,668	\$645,384

PERSONNEL SUMMARY

Departmental Position:	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
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

PERFORMANCE MEASUREMENTS

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

BUDGET SUMMARY

Category	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
Personal Services	461,527	506,367	593,715
Materials & Supplies	14,056	18,290	18,040
Other Services & Charges	243,286	209,250	192,750
Capital Outlay	22,041	40,000	15,000
Total	\$740,910	\$773,907	\$819,505

PERSONNEL SUMMARY

Departmental Position:	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
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	0.50
Administrative Assistant	2.00	1.00	1.00	1.00
Special Events Coordinator	1.00	0.00	0.00	0.00
Marketing Specialist	0.00	1.00	1.00	1.00
Parks & Community Center Coordinator	1.00	1.00	1.00	1.00
Recreation Specialists PT	1.50	1.50	1.50	1.50
Total	8.00	7.00	7.00	7.00

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 18-19	Estimated FY 19-20	Proposed FY 20-21
BUDGET SUMMARY			
Category			
Personal Services	132,476	142,295	139,287
Materials & Supplies	4,817	8,500	8,500
Other Services & Charges	32,787	47,020	42,020
Capital Outlay	0	0	25,000
Total	\$170,080	\$197,815	\$214,807

	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
PERSONNEL SUMMARY				
Departmental Position:				
Senior Service Coordinator	1.00	1.00	1.00	1.00
Assistant Senior Services Coordinator	1.00	1.00	1.00	1.00
Total	2.00	2.00	2.00	2.00

LANDSCAPE & BEAUTIFICATION

FUND 06 | DEPARTMENT 072

Goals

1. Professional spraying of city parks, cemeteries, and rights-of-way;
 2. Clean and respectful care of the city cemeteries;
 3. Maintain flower beds at a very high level of service;
 4. Continue to help 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 18-19	Estimated FY 19-20	Proposed FY 20-21
BUDGET SUMMARY			
Category			
Personal Services	146,109	129,703	134,966
Materials & Supplies	19,090	24,500	23,000
Other Services & Charges	1,685	3,525	3,000
Capital Outlay	0	0	0
Total	\$166,884	\$157,728	\$160,966

	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
PERSONNEL SUMMARY				
Departmental Position:				
Spraying Technician Supervisor	1.00	1.00	1.00	1.00
Spraying Technician	1.00	1.00	1.00	1.00
Total	2.00	2.00	2.00	2.00

PARKS & RECREATION ACTIVITIES

FUND 06 | DEPARTMENT 073

Goals

1. 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

PERFORMANCE MEASUREMENTS

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

BUDGET SUMMARY

Category	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
Personal Services	91,683	82,771	81,592
Materials & Supplies	16,145	28,500	29,000
Other Services & Charges	101,553	123,305	112,125
Capital Outlay	0	0	0
Total	\$209,381	\$234,576	\$222,717

PERSONNEL SUMMARY

Departmental Position:	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
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

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

	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
BUDGET SUMMARY			
Category			
Personal Services	508,021	542,888	619,893
Materials & Supplies	110,184	94,800	108,400
Other Services & Charges	213,576	213,850	224,850
Capital Outlay	30,434	65,000	0
Total	\$862,215	\$916,538	\$953,143

	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
PERSONNEL SUMMARY				
Departmental Position:				
Supervisor	1.00	1.00	1.00	1.00
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
Total	9.50	9.50	9.50	9.50

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

PERFORMANCE MEASUREMENTS

Task	Actual FY 18-19	Estimated FY 19-20	Projected FY 20-21
Annual Passes	2,300	3,362	3,500
Group Exercise Participants	16,900	19,842	20,000
Child Watch Usage	8,000	20,123	20,000
Scanned (Users)	126,000	179,955	185,000
Day Passes Sold	11,000	14,210	14,500

BUDGET SUMMARY

Category	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
Personal Services	733,585	750,165	847,920
Materials & Supplies	104,692	158,000	133,000
Other Services & Charges	578,940	603,274	586,274
Capital Outlay	0	0	0
Total	\$1,417,217	\$1,511,439	\$1,567,194

PERSONNEL SUMMARY

Departmental Position:	Prior Year FY 17-18	Current Year Budgeted FY 18-19	Current Year Estimated FY 18-19	Budget Year FY 19-20
Aquatic/Fitness Coordinator	0.50	0.50	0.50	0.50
Recreation Center Supervisor	1.00	1.00	1.00	1.00
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 Specialist	1.00	1.00	1.00	1.00
Room and Rental Specialist	1.00	1.00	1.00	1.00
Fitness Center Attendant	2.00	1.00	2.00	2.00
Child Care Specialist	3.25	2.00	3.00	3.00
Child Care Coordinator	1.00	1.00	1.00	1.00
Front Desk Clerk	1.00	1.00	1.00	1.00
Front Desk Attendants	2.00	2.00	2.00	2.00
Summer Day Camp Supervisor	0.00	1.00	1.00	1.00
Summer Day Camp Specialist	0.00	1.00	1.00	1.00
Recreation Program Assistant	1.00	1.00	1.00	1.00
Total	18.75	18.75	20.50	20.50

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 18-19	Estimated FY 19-20	Proposed FY 20-21
Personal Services	332,094	482,339	514,432
Materials & Supplies	139,455	60,375	110,500
Other Services & Charges	43,605	51,375	53,625
Capital Outlay	0	0	0
Total	\$515,154	\$594,089	\$678,557

**PERSONNEL
SUMMARY**

Departmental Position:	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
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 18-19	Estimated FY 19-20	Proposed FY 20-21
Category			
Materials & Supplies	5,829	6,930	6,930
Other Services & Charges	20,209	13,500	13,000
Capital Outlay	15,683	20,000	20,000
Total	\$41,721	\$40,430	\$39,930

PERSONNEL SUMMARY

	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
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

PERFORMANCE MEASUREMENTS

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

BUDGET SUMMARY

Category	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
Personal Services	376,092	423,202	412,227
Materials & Supplies	4,873	4,450	4,050
Other Services & Charges	77,115	325,500	137,000
Capital Outlay	11,025	30,500	0
Total	\$469,105	\$783,652	\$553,277

PERSONNEL SUMMARY

Departmental Position:	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
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

PERFORMANCE MEASUREMENTS

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

BUDGET SUMMARY

Category	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
Personal Services	493,945	546,436	557,778
Materials & Supplies	9,572	11,000	11,000
Other Services & Charges	7,251	10,300	41,500
Capital Outlay	8,160	5,400	0
Total	\$518,928	\$573,136	\$612,278

PERSONNEL SUMMARY

Departmental Position:	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
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	1.00
Total	8.00	8.00	8.00	8.00

CODE ENFORCEMENT

FUND 06 | DEPARTMENT 082

Goals

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

Objectives

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

CODE ENFORCEMENT

FUND 06 | DEPARTMENT 082

	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 18-19	Estimated FY 19-20	Proposed FY 20-21
BUDGET SUMMARY			
Category			
Personal Services	170,445	194,445	198,550
Materials & Supplies	5,866	8,000	6,500
Other Services & Charges	86,259	80,500	85,900
Capital Outlay	24,259	34,900	0
Total	\$286,829	\$317,855	\$290,950

	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
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 18-19	Estimated FY 19-20	Proposed FY 20-21
Category			
Personal Services	105,445	129,501	145,158
Materials & Supplies	3,499	8,200	8,200
Other Services & Charges	66,498	89,314	23,000
Capital Outlay	0	0	0
Total	\$175,146	\$227,015	\$176,358

**PERSONNEL
SUMMARY**

	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
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**

Category	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
Other Services & Charges	0	0	0
Capital Outlay	1,972	1,000	2,000
Total	\$1,972	\$1,000	\$2000

**PERSONNEL
SUMMARY**

Departmental Position:	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
**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

	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
BUDGET SUMMARY			
Category			
Cemetery Perpetual Care	37,100	85,792	18,405
Total	\$37,100	\$85,792	\$18,405

	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
PERSONNEL SUMMARY				
Departmental Position:				
**The administrative duties are performed by the Finance Department personnel and landscaping and maintenance is performed by the Parks and Cemetery Department.				
Total	0.00	0.00	0.00	0.00

SPECIAL REVENUE FUND

FUND 08 | DEPARTMENTS:

- 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	10,168
08022040	Emergency Management Grant	25,000
08022050	Economic & Identity Crime Grant	10,000
08022190	Police Discretionary Federal	39,000
08022190	911 System Maintenance/Upgrade	53,418
08032200	Transportation Impact Fees	281,268
08022310	Donation Expense	1,500
08042160	Sidewalk Improvements	3,000
08042140	CDBG Entitlement	448,063
08042320	Animal Shelter	98,176
08052000	Grants	33,500
08052070	Ball Association Improvements	13,800
08052170	Neighborhood Park Development	17,000
08052180	Hotel/ Motel Tax	474,945
Total		\$1,511,838

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, 2019

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

Prepared by: B. Koehn

DEBT SERVICE

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 18-19	Estimated FY 19-20	Projected FY 20-21
Category			
2013 G.O. Street Bonds	621,886	633,375	0
2013B Park GO Bonds	639,075	633,038	625,850
2014 Park GO Bonds	975,400	969,625	954,363
2015 Park GO Bonds	439,000	435,250	429,625
2015B Parks GO Bonds	644,925	639,575	628,875
2016 Park GO Bonds	307,206	302,106	297,006
2016B Bridge GO I-35 Bonds	540,125	533,375	526,625
2017 GO 34th Street Bridge	368,770	304,510	299,510
2018 GO 34th Street Bridge	0	2,225,250	2,106,550
2019 GO 4th Street Underpass	0	0	1,508,375
Total	\$5,940,543	\$6,676,104	\$7,376,779

**BUDGET
SUMMARY**

URBAN RENEWAL AUTHORITY

FUND 10 | DEPARTMENT:

53225 - Cleveland Heights Project

URBAN RENEWAL AUTHORITY

FUND 10 | DEPARTMENT 53225

BUDGET SUMMARY

Category	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
Cleveland Heights Project	0	0	50,000
Total	\$0	\$0	\$50,000

1/8 CENT SALES TAX FUND

FUND 11 | 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 18-19	Estimated FY 19-20	Projected FY 20-21
BUDGET SUMMARY			
Category			
Water System Improvements	0	0	525,000
Stormwater Systems	0	0	315,000
Drainage Improvements	0	0	309,530
Total	\$0	\$0	\$1,149,530

DEDICATED SALES TAX

FUND 12 | DEPARTMENTS:

PUBLIC SAFETY EQUIPMENT

RESIDENTIAL STREETS

DEDICATED SALES TAX

FUND 12 | DEPARTMENTS 580 AND 582

Goals

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

Objectives

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

	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
BUDGET SUMMARY			
Category			
Public Safety Equipment	1,366,641	1,376,406	1,387,991
Residential Streets	2,875,764	3,137,564	3,136,615
Total	\$4,242,405	\$4,513,970	\$4,524,606

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, 603, 606, 608 & 611

Goals

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

Objectives

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

	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
Category			
General Government (1)	1,338,912	1,206,986	950,673
Fires Station #2	3,848	312,965	310,400
Little River Park	355	0	0
Veterans Memorial Park	8,401	85,000	231,904
Arbor Gardens	50,393	0	0
Apple Valley Park	135,697	135,000	0
Buck Thomas Park	150,634	69,530	145,481
Central Park	88,750	745,515	500,000
Westmoore Trail Park	527,419	400,000	0
Old Town Park	36,387	391,523	400,000
Total	\$2,340,796	\$3,346,519	\$2,538,458

**BUDGET
SUMMARY**

PARKS GO BONDS

FUND 14 | DEPARTMENTS:

035-GENERAL GOVERNMENT

075-CENTRAL MOORE PARK

PARKS GO BONDS

FUND 14 | DEPARTMENTS II AND 77

Goals

1. To build and operate first class parks;
 2. To provide high quality service and recreational opportunities to the citizens and users of the park;
 3. To provide parks that the citizens of Moore can take pride in.
-

Objectives

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

BUDGET SUMMARY

Category	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
General Government	0	0	0
Central Moore Park	0	0	0
Total	0	\$0	\$0

CDBG-DR HUD

FUND 15 | DEPARTMENTS:

ADMINISTRATION

DR

HOUSING

INFRASTRUCTURE

PUBLIC FACILITIES

RESILIENCY

PLANNING

CDBG-DR HUD FUND 15

Goals

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

Objectives

1. Accurate accounting of grant funds.

CDBG-DR HUD FUND 15

**BUDGET
SUMMARY**

	Actual FY 18-19	Estimated FY 19-20	Proposed FY 20-21
Category			
Administration	220,552	321,669	237,819
Housing	440,738	5,698,209	3,616,875
Streets Infrastructure	7,299,066	94,601	1,119,675
PW Infrastructure	639,536	0	0
Resiliency	0	14,000	0
Planning	0	40	0
C&R Infrastructure	0	4,525,280	0
Total	\$8,599,892	\$8,723,099	\$4,974,369

**PERSONNEL
SUMMARY**

	Prior Year FY 18-19	Current Year Budgeted FY 19-20	Current Year Estimated FY 19-20	Budget Year FY 20-21
Departmental Position:				
Project - Grants Manager	1.00	1.00	1.00	1.00
Accountant II	1.00	1.00	1.00	1.00
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	4.00

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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