

City of

MOORE



FY 2022-2023

Adopted Annual Operating & Capital Budget

Moore Public Works Authority
Moore Economic Development Authority

COVER PHOTO DETAILS:

- Top Left: Public Works Facility, 512 NW 27th St, Phase I Completed Summer 2022
part of the voter approved 2020 ¼ cent sales tax extension
- Bottom Left: Kelly Creek Drainage, NW 12th to SW 4th, Completed Spring 2022
part of the voter approved 2018 GO Bond Projects
- Right: Veterans Memorial Park Erosion Control, 1900 SE 4th St, Phase I Completed Spring 2022
part of the voter approved 2020 ¼ cent sales tax extension

CITY OF MOORE

MOORE PUBLIC WORKS AUTHORITY

MOORE ECONOMIC DEVELOPMENT AUTHORITY

OPERATING BUDGET ADOPTED JUNE 6, 2022

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 46

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MORE ABOUT MOORE

Form of Government



Council-Manager

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

Demographic

Source: City of Moore Community Development Department.

YEAR	ESTIMATED POPULATION ¹	AVERAGE ANNUAL WAGES ²	MOORE PUBLIC SCHOOL DISTRICT ³	UNEMPLOYMENT RATE (PERCENTAGE) ⁴
2021	62,055	44,980	25,006	3.8
2020	62,055	44,980	25,006	3.8
2019	60,920	45,510	25,000	6.7
2018	60,750	44,220	24,700	2.7
2017	60,701	43,340	24,516	3.3
2016	60,451	42,760	22,899	3.2
2015	60,299	41,820	23,000	3.5
2014	59,973	40,850	23,000	3.4
2013	59,407	41,288	22,818	4.6
2012	58,819	39,160	23,031	5.0
2011	57,704	36,940	22,568	6.1

¹ Estimated based on Census Count for 2010.

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

³ Figure taken from the Moore Public Schools Website.

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

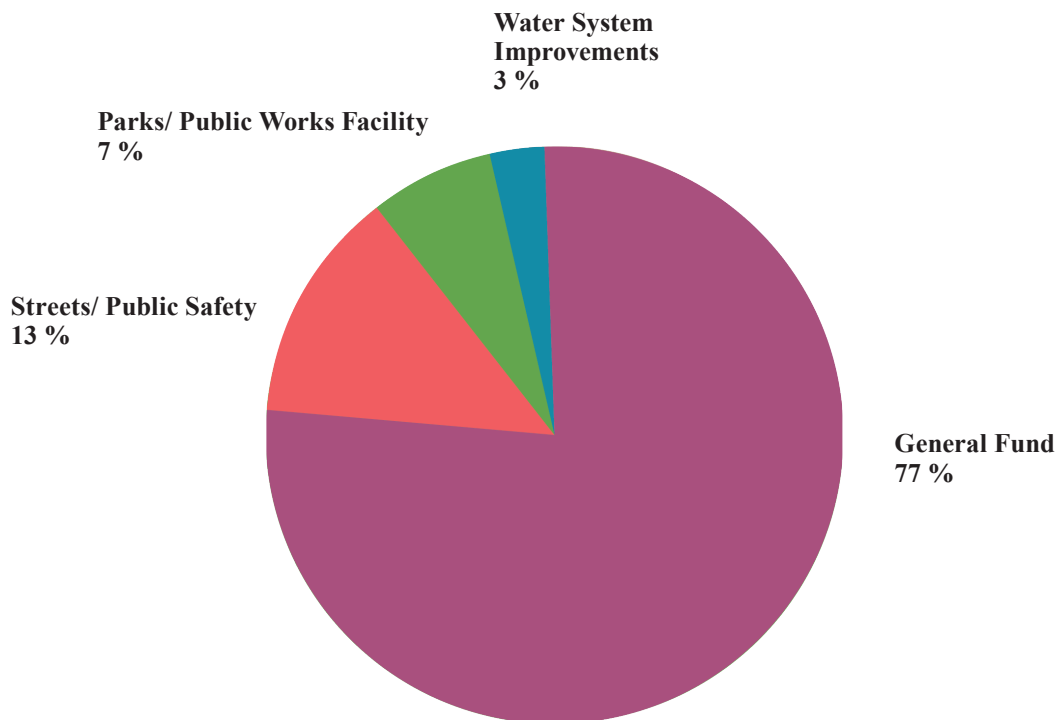
Sales Tax

Sales Tax in the City of Moore

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

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

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



BUDGET CALENDAR

FISCAL YEAR 2021-2022

TARGET DATE	ACTIVITY
February 1, 2022	Budget documents and information to department heads
February 1 - February 18, 2022	Department heads prepare budget requests and return to the Finance Director
March 1 - March 7, 2022	City Manager will meet with departments individually to discuss requests
March 21, 2022	Initial draft of proposed budget
April 18 - April 29, 2022	City Council consideration of the proposed budget
May 11, 2022	Publish Proposed Budget Summary and Notice of Public Hearing on the proposed budget
May 16, 2022	Public Hearing
June 6, 2022	Budget adoption (Legal deadline is June 23)
June 30, 2022	Budget published and filed with State Auditor and City Clerk
July 1, 2022	Begin new fiscal year 2022-2023

CITYMANAGER'S LETTER

June 6, 2022

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

RE: FY 2022-2023 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 2022-2023 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 22-23 budgets of the City, MPWA, and MEDA total \$137,406,210, which represents a 4.5% increase over FY 21-22 and a 27.3% increase over FY 20-21. This results in a projected expenditure of \$2,164 per capita based on an estimated population of 63,500. Most of the increase is due to the Costco incentive and projected expenditures for GO Bond projects.

General Fund sales tax and use tax collections for FY 21-22 have increased \$5,475,505 over the previous year's actual collections. Due to the Pandemic, we anticipated the only sales tax growth would come from the opening of Costco in July 2022. The actual growth was 17.1%. Use tax collections exceeded the budgeted amount by 23.6%. Unfortunately, a portion of sales and use tax growth over the second half of the fiscal year is inflationary growth. Due to the current inflationary environment and recent interest rate increases, we have taken a very conservative approach to revenue projections. Our budgeted sales tax for FY22-23 is \$31,450,000, which is 91.5% of the FY21-22 actual collections. We will continue to reassess projected sales tax collections and present recommended adjustments to the Council.

MPWA's new water contract with Oklahoma City calls for a 5% increase beginning June 1, 2022 and annual increases of 5% beginning January 1, 2023. This contract will be renegotiated after 2027. The total revenue projection is \$29,554,177 including water, sewer, and sanitation fees. This is an 5.9% increase over FY 21-22. This has enabled the MPWA to again establish a Contingency Fund (\$235K), meet all of its debt service requirements, purchase needed equipment (\$2.04M), and make a transfer of \$4.0M to the City General Fund.

The budgets include a 4.9% cost-of-living increase for non-union employees. The budget also includes merit increases for all eligible employees. There are nineteen new positions included in the City's budget. Nine of these positions are in Public Safety. There are 433 full-time equivalents (FTEs) in the budget, which breaks down to 357 full time positions and 215 part-time positions.

On November 9, 2021, the citizens approved GO Bonds totaling \$16,850,000 for a new Animal Shelter and reconstruction of seven residential streets and design to widen three arterial streets. The budget for the Animal Shelter is \$8,210,000 and the budget for the street reconstruction and design is \$8,640,000. The construction on the Animal Shelter will begin in the fall of 2022 and the seven street reconstruction projects will be completed by December 31, 2022

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

The City General Fund has fared somewhat better in recent years, but we remain cautious going forward given the general economic conditions that currently exist. There is a small contingency of \$411K, in the City General Fund budget that can be used to enable the City to deal with unexpected expenses.

The budgets include approximately \$23M in capital expenditures. This includes residential street repairs, sidewalk construction, water and sewer line replacement, and improvements to various parks funded by the earmarked sales tax and hotel-motel tax. Also included are repairs to Eastern Avenue NE 12th Street, the Veteran's Park channel, and the 4th street underpass. Equipment purchases will consist of a thirty-nine police vehicles, five sanitation trucks and seven other City vehicles, IT equipment; and other equipment.

In summary, the budgets proposed for FY 2022-2023 will enable the City and the Trust to function from a solid financial basis. On behalf of all employees of the City of Moore, I wish to extend our sincere congratulations to the Mayor and City Council for a job well done in guiding the growth and development of our community. Your decisions have been sound and your policy formulation excellent.

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

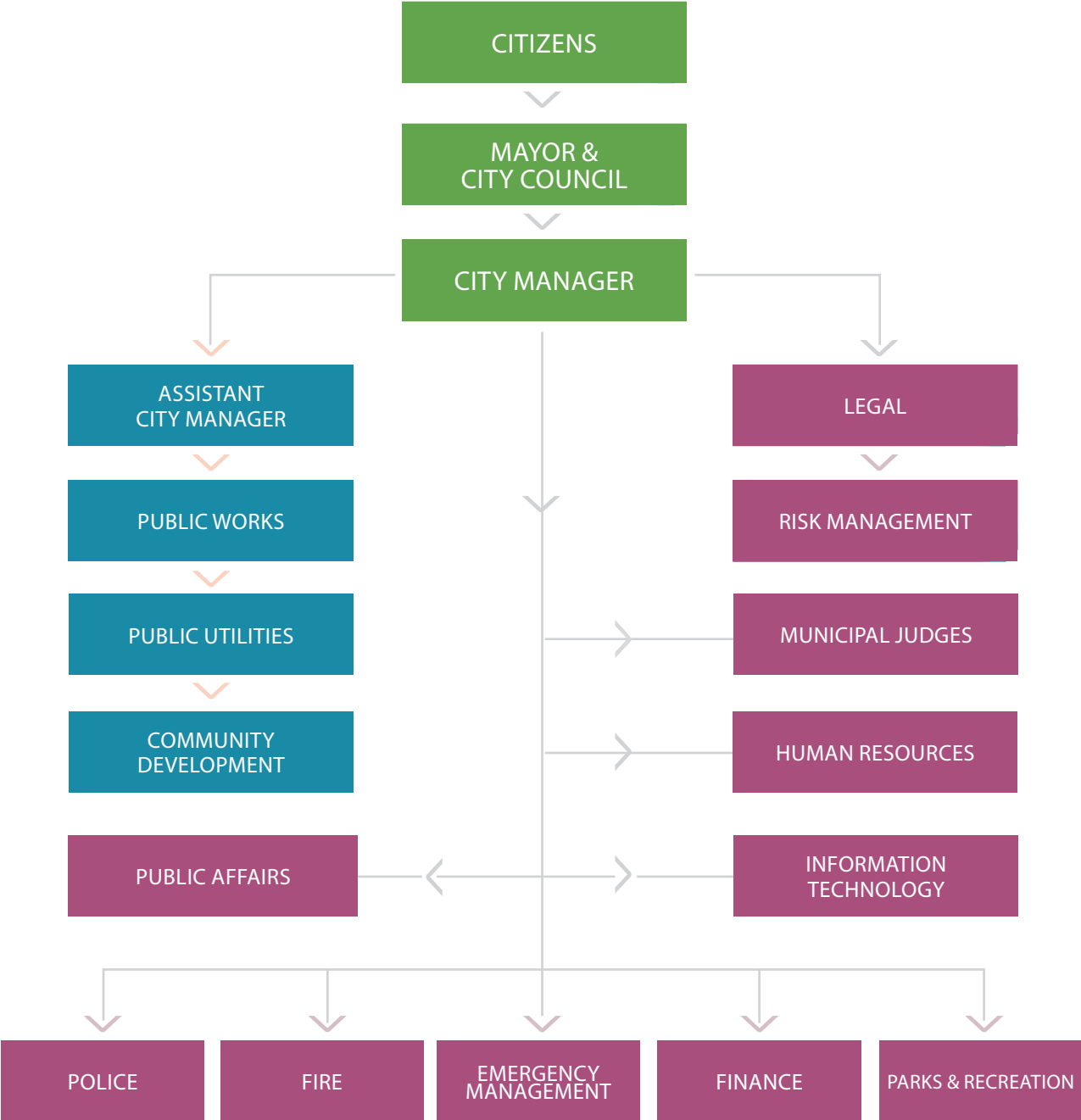
Sincerely,



Brooks Mitchell
City Manager

ORGANIZATIONAL CHART

CITY OF MOORE



CITY ADMINISTRATION

CITY MANAGEMENT

City Management



City Manager
Brooks Mitchell



Assistant City Manager
Jerry Ihler

CITY ADMINISTRATION

DEPARTMENT HEADS

Department Heads



City Attorney
Randy C. Brink



Public Affairs Director
Deidre Ebrey



Police Chief
Todd Gibson



Fire Chief
Greg Herbster



Human Resources Director
Christine Jolly



Finance Director
Betty Koehn



Emergency Management Director
Gayland Kitch



Public Works Director
Tony Mensah



Information Services Director
David Thompson



Community Development Director
Elizabeth Weitman



Parks & Recreation Director
Sue Wood

CITY OFFICIALS



Mayor

Glenn Lewis
glewis@cityofmoore.com

Ward 1



Danielle McKenzie
Council Member
dmckenzie@cityofmoore.com



Adam Webb
Council Member
awebb@cityofmoore.com

Ward 2



Melissa Hunt
Council Member
mhunt@cityofmoore.com



Mark Hamm
Council Member
mhamm@cityofmoore.com

Ward 3



Jason Blair
Vice Mayor
jblair@cityofmoore.com



Louie Williams
Council Member
lwilliams@cityofmoore.com

RESOLUTION NO. 258 (22)

RESOLUTION NO. 258 (22)

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 2022-2023 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 2022-2023; AND DIRECTING THAT SAID BUDGET BE FILED AND PUBLISHED IN ACCORDANCE WITH STATE LAW.

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

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

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

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

WHEREAS, in accordance with the provisions of the Municipal Budget Act, the Trustees did hold a public hearing on the recommended budget on the date of May 16, 2022 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 2022-2023 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 2022-2023, 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 2022-2023 (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 2022-2023 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 2022-2023 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 2022-2023, all of which are supported by full and sufficient financial information; and,

WHEREAS, the adoption of said budget for Fiscal Year 2022-2023, all as set forth in Exhibit "A" attached, in compliance with the provisions of the Municipal Budget Act, would be in the best interest of the Moore Public Works Authority, the City of Moore, and the residents thereof; and,

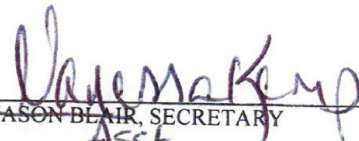
NOW, THEREFORE, BE IT RESOLVED by the Chairman and Trustees of the Moore Public Works Authority that:

1. The final and complete budget for Fiscal Year 2022-2023, 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 2022-2023, 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 2022-2023 as the same may be amended during said fiscal year, on file in the City Clerk's office for inspection; and
5. In accordance with the Municipal Budget Act of 1979, specifically 11 Okla. Stat. (1981) 17-215, the Trust Manager, as Chief Executive Officer of the Trust, is hereby authorized to transfer unexpended and unencumbered appropriations, or any portion thereof, from one account to another within the same department or to another within the same fund, except that no appropriation for debt service or other appropriation required by law, contract, covenant, or ordinance may be reduced below the required minimum. The Trust's appropriation shall be established at the expenditure classification levels of personal services, materials and supplies, other services and charges, capital outlays, and debt service, as provided by 11 Okla. Stat. (1981) 17-213, further account detail is provided in the budget for explanation only.

PASSED AND APPROVED by the Chairman and Trustees of the Moore Public Works Authority this 6th day of June, 2022.



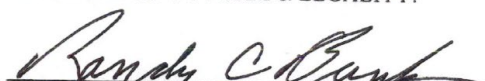
GLENN LEWIS, CHAIRMAN OF THE TRUST



JASON BLAIR, SECRETARY
Asst.



APPROVED AS TO FORM & LEGALITY:



RANDY C. BRINK, CITY ATTORNEY

FUND TOTALS

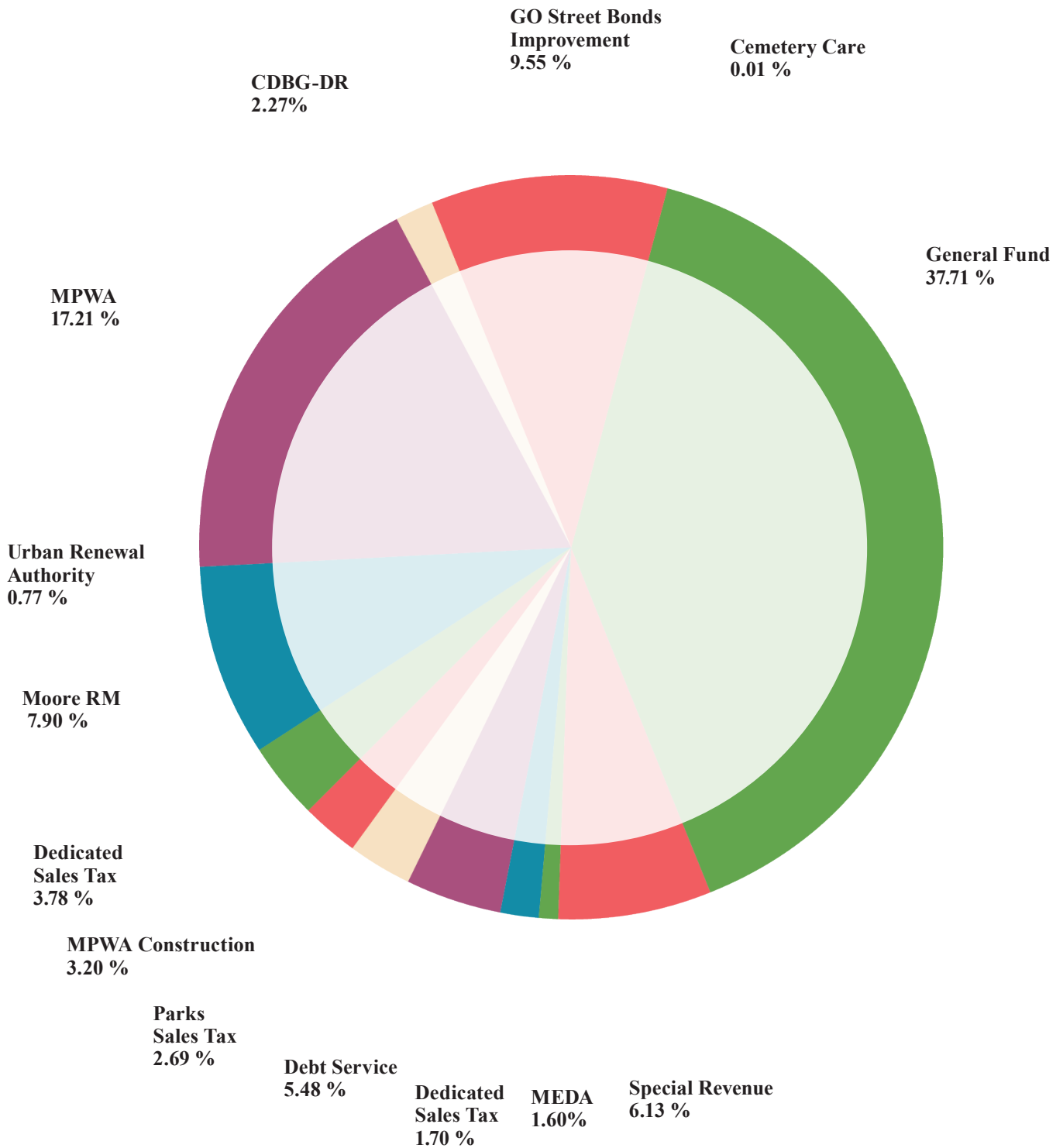
CITY OF MOORE, MEDA & MPWA

FUND	FUND NAME	FUND TOTAL	
Fund 1	Moore Public Works Authority Sinking Fund	4,392,127	
Fund 2	Moore Risk Management	10,854,913	
Fund 5	Moore Public Works Authority	23,642,587	
	Total Moore Public Works Authority		38,889,627
Fund 3	Moore Economic Development Authority	2,194,320	
	Total Moore Economic Development Authority		2,194,320
Fund 4	2013 & 2015 GO Street Bonds	13,125,308	
Fund 6	General Fund	51,807,163	
Fund 7	Cemetery Perpetual Care	18,842	
Fund 8	Special Revenue Fund	8,427,608	
Fund 9	Debt Service	7,533,023	
Fund 10	Urban Renewal Trust Authority	1,062,960	
Fund 11	Water System Dedicated Sales Tax	2,334,423	
Fund 12	Dedicated Sales Tax	5,193,343	
Fund 13	Parks Sales Tax	3,696,624	
Fund 15	CDBG DR	3,117,969	
	Total City of Moore		96,317,263

EXPENDITURES BY FUND

CITY OF MOORE

FY 2022-2023



NOTICE OF PUBLIC HEARING

Public notice published in The Oklahoman on May 11, 2022.

The City of Moore-Moore Public Works Authority will hold a Public Budget Hearing at 6:30 p.m. on May 16, 2022, 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 2022-2023 as summarized below: The public is encouraged to

Department Function	General Fund	G.O. Debt Service	Moore Public	
			Works Authority	Special Revenue
MPWA Construction			4,392,127	
General Government	3,267,000		17,326,623	
GO Street Bonds Improvements				13,125,308
Moore Risk Management			10,354,913	
Sanitation			6,315,964	
Moore Economic Development Authority				2,194,320
Managerial	620,478			
City Attorney	431,871			
Finance	1,652,216			
Information Services	2,203,813			
Human Resources	316,136			
Public Affairs	518,922			
Municipal Court	579,044			
Police	15,126,136			
Communications	1,286,328			
Emergency Management	370,889			
Fire	10,723,445			
Street Improvements	87,500			
Public Works	3,607,799			
Animal Adoption Center	746,967			
Fleet Maintenance	1,394,546			
Building Maintenance	782,097			
Parks and Recreation	715,800			
Brand Senior Citizen Center	191,937			
Parks and Recreation Activities	474,401			
Parks and Cemetery Maintenance	1,235,347			
Moore Recreation Center	1,966,627			
Aquatic Park	847,738			
Library	226,830			
Planning	604,632			
Inspections	747,352			
Code Enforcement	639,776			
Capital Planning & Resiliency	270,275			
Moore/Smith Cemetery	2,000			
Special Revenue - Cemetery				18,842
Special Revenue				8,427,608
G.O. Debt Service		7,533,023		
Urban Renewal Trust Authority				1,062,960
Water System Dedicated Sales Tax				2,334,423
Dedicated Sales Tax				5,193,343
Parks Sales Tax				3,696,624
CDBG DR				3,117,969
Total	\$51,637,902	\$7,533,023	\$38,389,627	\$39,171,397

Total Budget: \$136,731,949

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 19-20	FY 20-21	FY 21-22	FY 22-23
General Government	7.00	7.00	7.00	7.00
Managerial	6.00	6.00	4.00	4.00
City Attorney	1.00	1.00	1.00	2.00
Finance	15.75	15.75	16.00	16.00
Information Technology	5.00	5.00	5.00	6.00
Human Resources	3.00	3.00	3.00	3.00
Public Affairs	0.00	0.00	3.00	3.00
Municipal Court	7.00	7.00	7.00	7.00
Police	97.00	98.00	105.00	114.00
Communications	12.50	12.50	14.50	15.50
Emergency Management	2.00	2.00	2.00	2.00
Fire Department	75.00	76.00	81.00	81.00
Public Works (Streets & Drainage)	11.50	11.50	14.00	18.00
Animal Adoption Center	6.00	6.00	7.00	7.00
Fleet Maintenance	6.00	6.00	6.00	7.00
Building Maintenance	9.50	9.50	9.50	9.50
Parks and Recreation	8.00	8.00	5.00	5.00
Senior Citizen Services	2.00	2.00	2.00	2.00
Landscape and Beautification ²	2.00	2.00	0.00	0.00
Parks and Recreation Activities	8.00	8.00	8.00	8.00
Parks and Cemetery Maintenance	9.50	10.50	12.50	12.50
Moore Recreation Center	20.50	20.50	26.50	28.50
Aquatic Park ¹	37.00	37.00	37.00	37.00
Planning	4.00	4.00	4.00	4.00
Inspections	9.00	7.50	7.50	7.50
Code Enforcement	3.00	3.00	3.00	5.00
HUD DR Grant	4.00	4.00	4.00	3.50
Total City	371.25	372.75	394.50	415.00
Risk Management	2.00	1.50	2.00	1.00
Sanitation	16.00	16.00	17.00	17.00
Total MPWA	18.00	17.50	19.00	18.00
Grand Total	389.25	390.25	413.50	433.00

¹ Seasonal positions, approximately 14 weeks

² Combined with Parks and Cemetery Maintenance

SUMMARY OF GENERAL FUND EXPENDITURES

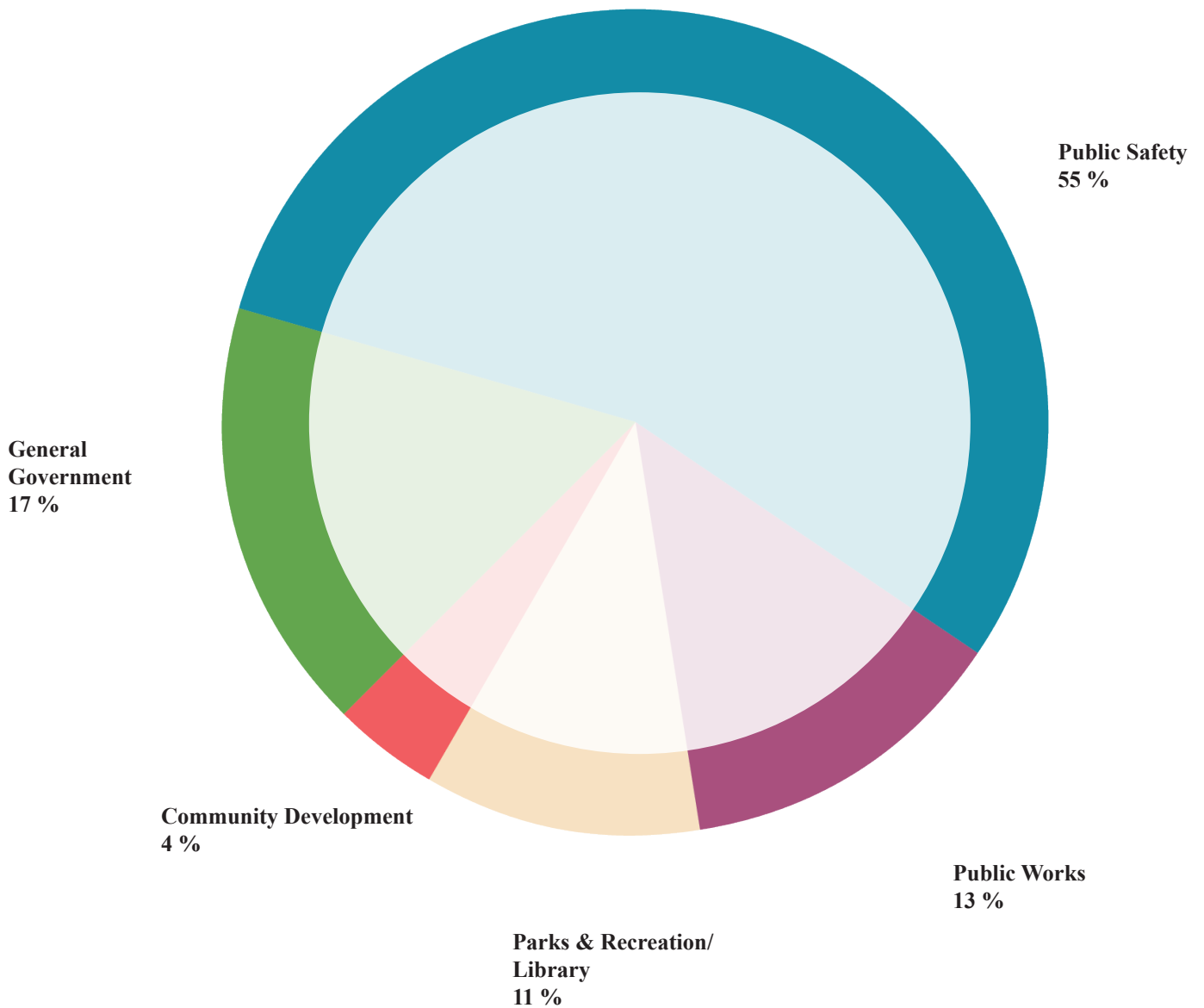
CITY OF MOORE

Department	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23	Difference FY 22-23 / 21-22
General Government	2,411,046	3,039,706	3,267,000	227,294
Managerial	968,026	616,569	620,478	3,909
City Attorney	218,245	216,033	431,871	215,838
Central Purchasing	6,737	-	-	-
City Clerk/Finance	1,375,310	1,490,091	1,652,216	162,125
Information Technology	1,514,855	1,951,801	2,203,813	252,012
Human Resources	282,109	298,167	316,136	17,969
Public Affairs	-	485,404	518,922	33,518
Municipal Court	544,502	572,665	588,086	15,421
Police	12,470,193	13,601,438	15,286,355	1,684,917
Communications	1,005,898	1,218,269	1,286,328	68,059
Emergency Management	290,483	361,985	370,889	8,904
Fire	9,590,525	9,993,043	10,723,445	730,402
Street Improvements	429,812	87,500	87,500	-
Public Works	2,112,765	2,971,267	3,607,799	636,532
Animal Adoption	563,529	757,752	746,967	(10,785)
Public Works Facility	56,918	1,119,789	0	(1,119,789)
Fleet Maintenance	1,039,126	1,144,258	1,394,546	250,288
Building Maintenance	624,392	721,936	782,097	60,161
Parks & Recreation	641,187	677,356	715,800	38,444
Senior Citizen Center	241,795	144,626	191,937	47,311
Parks & Recreation Activities	173,542	460,593	474,401	13,808
Parks & Cemetery Maintenance	1,011,045	1,194,102	1,235,347	41,245
Recreation Center	1,501,672	1,800,693	1,966,627	165,934
Aquatic Park	504,102	789,305	847,738	58,433
Library	18,531	139,930	226,830	86,900
Community Development/Planning	498,899	524,072	604,632	80,560
Inspections	558,089	737,666	747,352	9,686
Code Enforcement	296,522	337,083	639,776	302,693
Capital Planning & Resiliency	162,330	187,385	270,275	11,027
Moore/Smith Cemetery	116	2,000	2,000	-
Total	\$41,112,301	\$47,642,484	\$51,807,162	\$4,164,678

General Fund Expenditures

CITY OF MOORE

FY 2022-2023



**MOORE
PUBLIC
WORKS
AUTHORITY**

BUDGET SUMMARY

PUBLIC WORKS AUTHORITY

DEPARTMENT	ACTUAL FY 20-21	ESTIMATED FY 21-22	PROPOSED FY 22-23	DIFFERENCE FY 22-23 / 21-22
Risk Management	9,763,769	8,728,260	10,854,913	2,126,653
General Government	15,987,049	17,346,392	17,326,623	(19,769)
Sanitation	4,353,344	4,553,548	6,315,964	1,762,416
TOTAL	\$30,104,162	\$30,628,200	\$34,497,500	\$3,889,069

ACCOUNT	ACTUAL FY 19-20	ACTUAL FY 19-20	ESTIMATED FY 20-21	PROPOSED FY 21-22
Personal Services	1,323,026	1,398,528	1,514,489	1,401,851
Materials & Supplies	5,110,933	5,195,818	5,592,550	5,684,596
Other Services & Charges	16,518,318	18,566,538	18,106,613	20,880,788
Debt Service	3,186,988	4,164,400	4,166,144	4,167,889
Capital Outlay	608,424	778,878	1,248,404	2,362,376
TOTAL	\$26,747,689	\$30,104,162	\$30,628,200	\$34,497,500

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

UTILITY EXPENSE CATEGORIES ALLOCATION PUBLIC WORKS AUTHORITY

FY 2022-2023

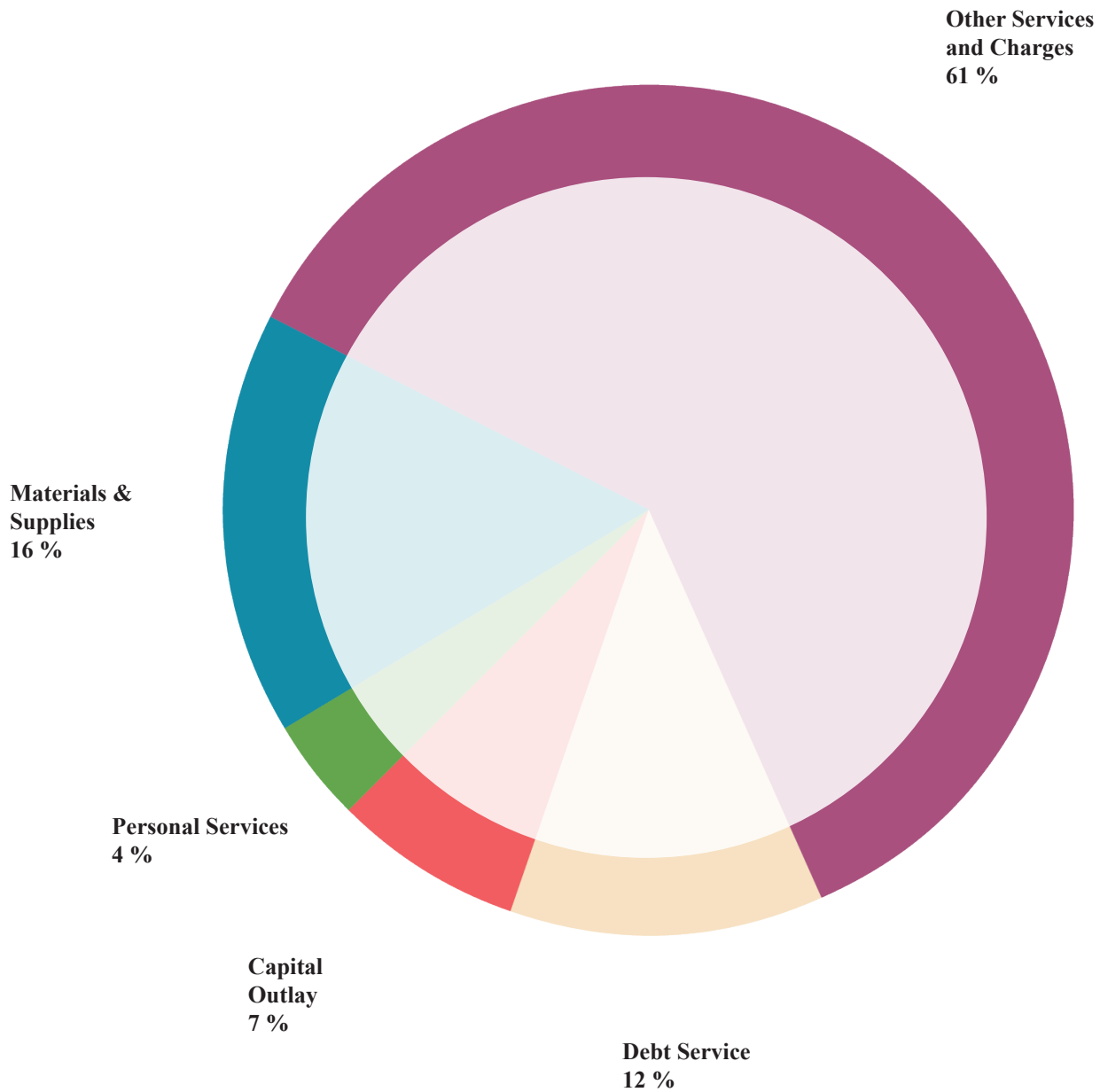


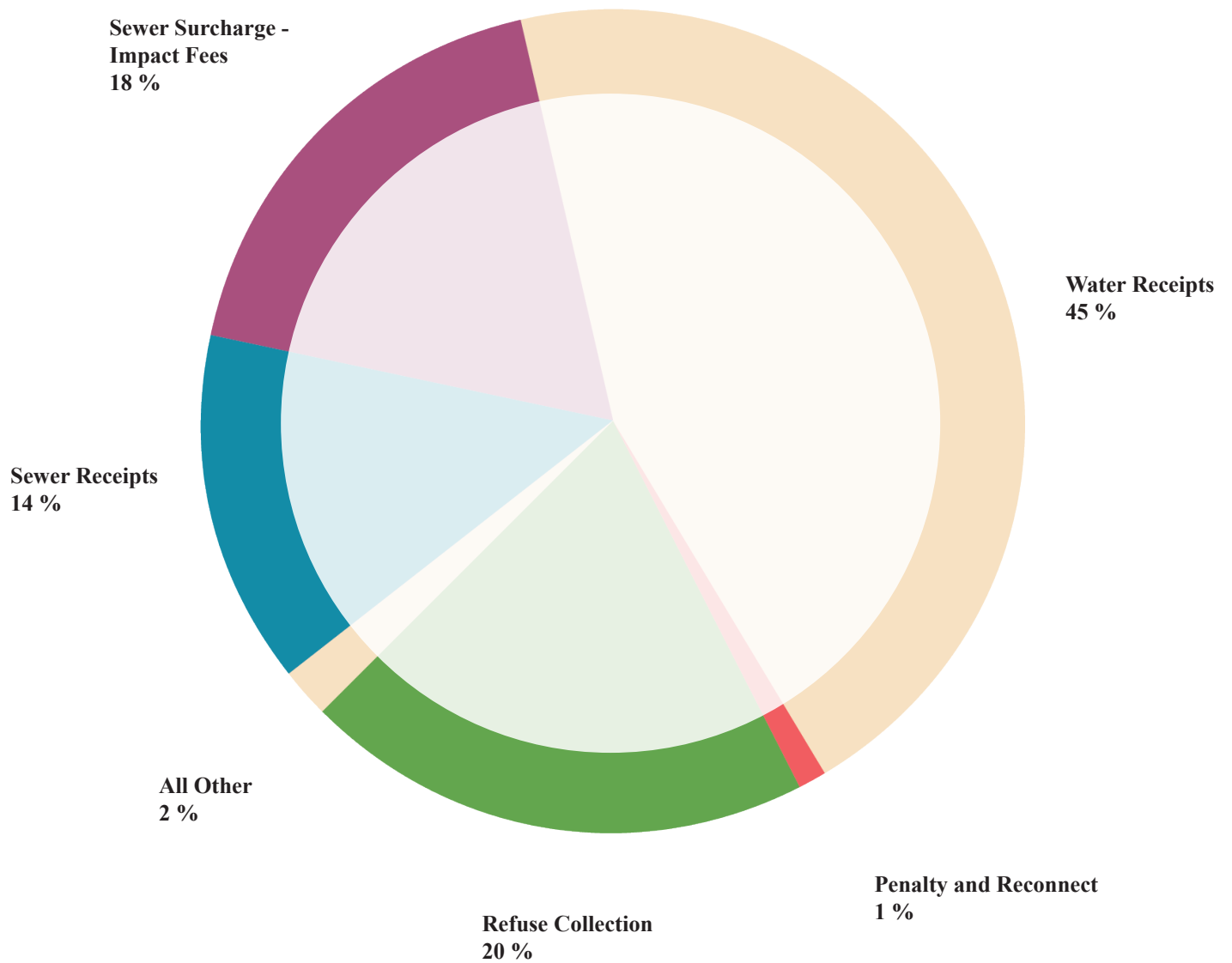
EXHIBIT “A”

MPWA SCHEDULE OF REVENUES

REVENUE SOURCE	2019-2020	2020-2021	2021-2022	2022-2023
Moore Risk Management	Actual	Actual	Budget	Budget
CHARGES FOR SERVICES:				
Health Insurance Premiums	5,489,614	5,493,653	6,175,695	5,557,793
AD & D Premiums	255,272	257,391	245,000	256,575
Cobra/Retiree Health Premiums	509,253	559,535	550,475	602,432
Reimbursement on Stop Loss Insurance	362,819	625,649	150,000	2,131,023
TOTAL CHARGES FOR SERVICES	6,616,958	6,936,229	7,121,170	8,547,823
MISCELLANEOUS REVENUE:				
Interest Income	4,672	612	500	500
Transfer In	1,422,694	1,972,225	1,536,590	2,036,590
Other	178,238	848,203	70,000	270,000
TOTAL MISCELLANEOUS REVENUE	1,605,604	2,821,040	1,607,090	2,307,090
RISK MANAGEMENT TOTAL REVENUES	8,222,562	9,757,269	8,728,260	10,854,913
Less: Expenses	8,100,514	9,763,769	8,728,260	10,854,913
NET POSITION	122,048	6,500	0	0
UTILITY OPERATIONS BUDGET				
CHARGES FOR SERVICES:				
Water Receipts	10,662,954	10,905,457	11,675,125	12,120,208
Water Installations	113,175	233,249	125,000	125,000
Penalty/Reconnect Fees	221,280	198,876	180,000	180,000
Temporary/Bulk Water	(8,384)	17,831	12,000	12,000
New Service Connection Fee	119,845	119,917	115,942	118,189
Sewer Receipts	3,673,032	3,772,642	3,708,818	3,702,882
Sewer Surcharge/Impact Fee	4,749,100	4,940,957	4,809,491	4,999,521
Sewer Installations	17,095	21,130	12,326	15,615
Refuse Collection Receipts	4,810,875	4,867,384	4,928,700	5,282,120
Extra Polycart Fee	396,281	152,663	125,000	149,176
Landfill Collection Fee	66,504	67,469	65,420	66,488
TOTAL CHARGES FOR SERVICES	24,821,757	25,297,575	25,757,822	26,771,199
MISCELLANEOUS REVENUE:				
Interest Income	74,402	15,151	20,000	20,000
Other	271,379	483,421	619,605	614,749
TOTAL MISCELLANEOUS REVENUE	345,781	498,572	639,605	634,749
MPWA FUND TOTAL REVENUES	25,167,538	25,796,147	27,899,046	29,544,177
Beginning Unrestricted Fund Balance	-	-	-	-
Sales Tax Transfer from General Fund	24,963,728	29,799,083	29,732,258	29,732,258
SUB-TOTAL	50,131,266	50,131,266	57,621,304	57,621,304
Sales Tax Transfer to General Fund	(24,963,728)	(29,799,083)	(29,732,258)	(29,732,258)
Transfer to General Fund/Other Fund	(3,362,489)	(2,089,200)	(4,587,516)	(4,000,000)
Transfer to Risk Management	(1,230,000)	(1,851,590)	(1,411,590)	(1,911,590)
Total MPWA Revenues	20,575,049	21,855,357	21,899,940	23,642,587
Plus: Budgeted Fund Balance	0	0	0	0
Less Expenses/Encumbrances	18,647,175	20,340,393	21,899,940	23,642,587
NET POSITION	1,927,874	1,514,964	0	0

CHART OF REVENUE PUBLIC WORKS AUTHORITY

FY 2022-2023



SINKING FUND

FUND 01 | DEPARTMENT 013

MPWA SINKING FUND

FUND 01 | DEPARTMENT 013

**BUDGET
SUMMARY**

Category	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
Construction	5,931,046	12,366,755	3,550,000
Total	\$5,931,046	\$12,366,755	\$3,550,00

**PERSONNEL
SUMMARY**

Departmental Position:	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
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 education 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. Recover property damage claims in a reasonable timeframe;
3. Continue to educate City staff about workplace safety through monthly training;
4. Reduce Worker's Compensation injuries.

RISK MANAGEMENT

FUND 02 | DEPARTMENT 025

	Actual CY 2020	Actual CY 2021	Actual CY 2022
PERFORMANCE MEASUREMENTS			
Task			
Safety Training	180	190	190
Workplace Injuries	28	28	28

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
BUDGET SUMMARY			
Category			
Personal Services	142,173	209,495	84,463
Materials & Supplies	8,307	4,000	4,000
Other Services & Charges	9,613,289	8,512,265	10,751,450
Capital Outlay	0	2,500	15,000
Total	\$9,763,769	\$8,728,260	\$10,854,913

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
PERSONNEL SUMMARY				
Departmental Position:				
Assistant City Attorney	1.00	1.00	1.00	0.00
Loss Control Officer	1.00	1.00	0.00	1.00
Total	1.00	2.00	1.00	1.00

GENERAL GOVERNMENT

FUND 05 | DEPARTMENT 035

GENERAL GOVERNMENT

FUND 05 | DEPARTMENT 035

Goals

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

Objectives

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

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

GENERAL GOVERNMENT

FUND 05 | DEPARTMENT 035

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
BUDGET SUMMARY			
Category			
Materials & Supplies	4,926,072	5,329,500	5,383,296
Other Services & Charges	6,500,588	6,930,748	7,332,438
Capital Outlay	395,989	920,000	443,000
Debt Service	4,164,400	4,166,144	4,167,889
Total	\$15,987,049	\$17,346,392	\$17,326,623

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
PERSONNEL SUMMARY				
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 advise citizens where to place the polycart at the street;
2. Continue to provide professional service to our citizens;
3. Adjust routes to add new residential development.

SANITATION

FUND 05 | DEPARTMENT 066

**BUDGET
SUMMARY**

Category	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
Personal Services	1,256,354	1,304,994	1,317,388
Materials & Supplies	261,440	259,050	297,300
Other Services & Charges	2,452,661	2,663,600	2,796,900
Capital Outlay	382,889	325,904	1,904,376
Total	\$4,353,344	\$4,533,548	\$6,315,964

**PERSONNEL
SUMMARY**

Departmental Position:	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
Sanitation Supervisor	1.00	1.00	1.00	1.00
Terminator Operator	3.00	3.00	3.00	4.00
Sanitation Equipment Operator	11.00	11.00	11.00	11.00
Polycart Operator	1.00	1.00	1.00	1.00
Total	16.00	16.00	16.00	17.00

Moore Economic Development Authority

MOORE ECONOMIC DEVELOPMENT AUTHORITY

FUND 03 | DEPARTMENT 030

Goals

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

Objectives

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

MOORE ECONOMIC DEVELOPMENT AUTHORITY

FUND 03 | DEPARTMENT 030

**BUDGET
SUMMARY**

Category	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
MEDA 2009 Bond Issue	1,199,011	1,197,761	1,197,761
2016 MEDA Note	214,755	52,826	0
2017 MEDA Note	1,053,902	0	0
2021 MEDA Note	0	1,351,409	1,368,982
2021B MEDA Note	0	5,569,258	585,637
2021C MEDA Note	0	1,105,288	1,778,982
2022 MEDA Note	0	0	1,640,068
Total	\$2,467,668	\$9,276,542	\$6,571,430

**PERSONNEL
SUMMARY**

Departmental Position:	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
No Budgeted Personnel	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.00	0.00

**CITY
OF
MOORE**

RESOLUTION NO. 22(22)

RESOLUTION NO. 22 (22)

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 2022-2023 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 2022-2023; ESTABLISHING AND APPROVING THE SINKING FUND LEVIES SET FORTH IN SAID BUDGET FOR FISCAL YEAR 2022-2023; AND DIRECTING THAT SAID BUDGET BE FILED AND PUBLISHED IN ACCORDANCE WITH STATE LAW.

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

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

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

WHEREAS, in accordance with provisions of the Municipal Budget Act, the City Council did hold a public hearing on the recommended budget on the date of May 16, 2022, 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 2022-2023 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 2022-2023 (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 2022-2023 is attached hereto and made a part hereof and marked Exhibit "B"; and,

WHEREAS, the final budget for Fiscal Year 2022-2023 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 2022-2023, all of which are supported by full and sufficient financial information; and,

WHEREAS, the adoption of said budget for Fiscal Year 2022-2023, all as set forth in Exhibit "B", attached, in compliance with the provisions of the Municipal Budget Act, would be in the best interest of the City of Moore and the residents thereof;

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

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

1. The final and complete budget for Fiscal Year 2022-2023, 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 2022-2023, 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 2022-2023 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 2022-2023 as the same may be amended during said fiscal year, on file in his/her office for inspection; and,
6. In accordance with the Municipal Budget Act of 1979, specifically 11 Okla. Stat. (1981) § 17-215, the City Manager as Chief Executive Officer of the City, or his designee, is hereby authorized to transfer unexpended and unencumbered appropriations, or any portion thereof, from one account to another within the same department or to another within the same fund, except that no appropriation for debt service or other appropriation required by law or ordinance may be reduced below the required minimum. The City's appropriation shall be established at the expenditure classification levels of personal services, materials and supplies, other services and charges, capital outlays, and debt services, as provided by 11 Okla. Stat. (1981) § 17-213, further account detail are provided in the budget for explanation only.

PASSED AND APPROVED this 6th day of June, 2022.



ATTEST: (Seal)


VANESSA KEMP, CITY CLERK


GLENN LEWIS, MAYOR

APPROVED AS TO FORM & LEGALITY:

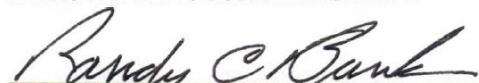

RANDY C. BRINK, CITY ATTORNEY

EXHIBIT “B” SCHEDULE OF REVENUES

CITY OF MOORE

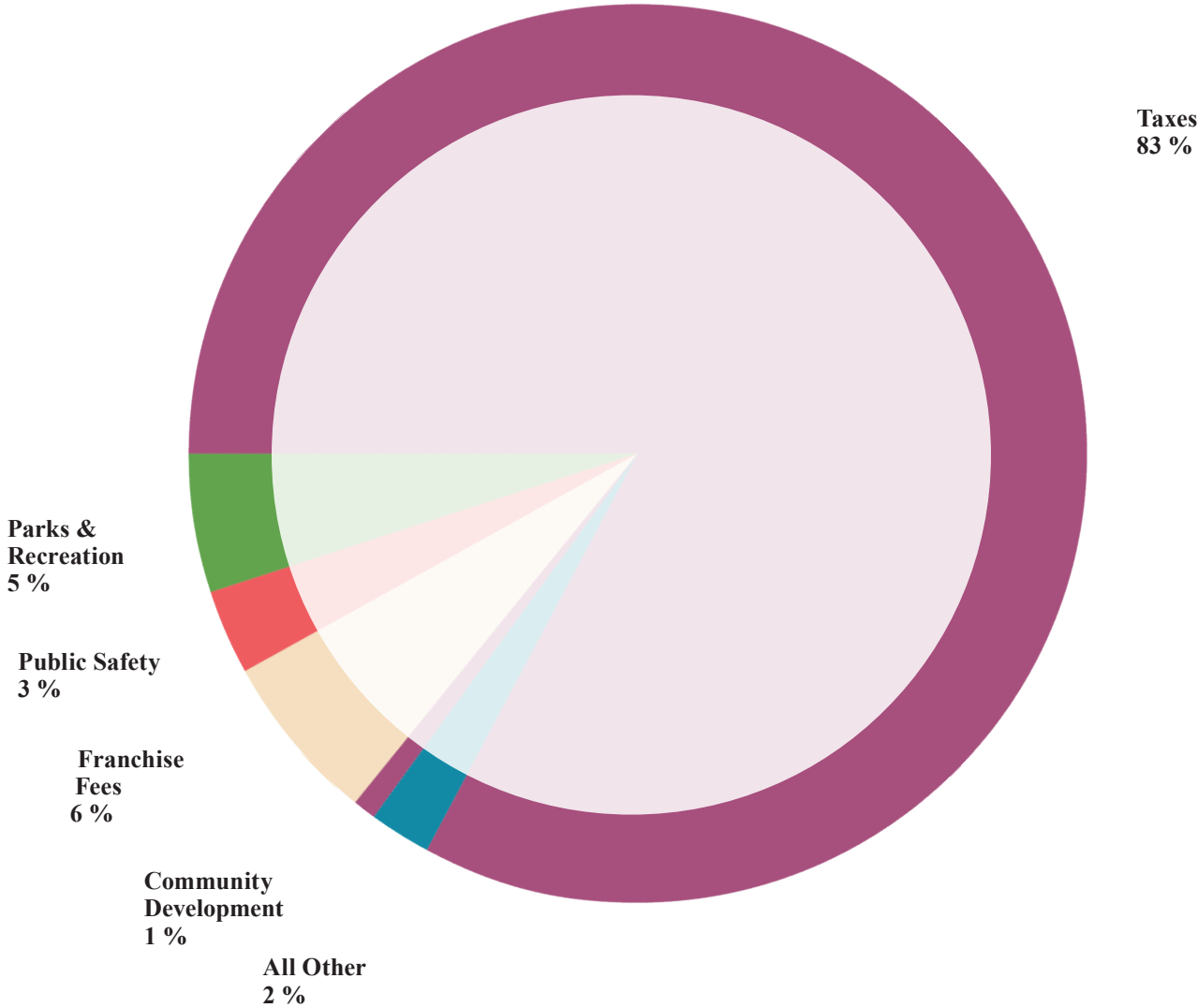
REVENUE SOURCE	2019-2020 Actual	2020-2021 Actual	2021-2022 Budget	2022-2023 Budget
GENERAL GOVERNMENT TAXES:				
Sales Tax	27,304,443	29,799,083	29,557,258	31,450,000
Sales Tax-Rebates	0	0	175,000	0
Franchise (Cable)	522,447	468,860	525,000	455,000
Franchise (Electric)	1,625,421	1,606,549	1,625,000	1,625,000
Franchise (Gas)	246,942	299,017	350,000	350,000
Franchise (Telephone)	31,367	15,461	27,500	15,000
AT&T Video Franchise	148,293	129,770	148,672	148,672
Use Tax	3,023,743	4,606,404	4,260,000	4,500,000
Cigarette/Tobacco Tax	319,547	356,055	340,000	350,000
Alcoholic Beverage Tax	251,218	275,123	275,000	265,000
Gasoline Excise Tax	109,395	105,664	114,333	114,500
Motor Vehicle Tax	431,410	454,510	433,426	440,000
TOTAL TAXES	\$34,014,225	\$38,116,496	\$37,831,189	\$39,713,172
GENERAL GOVERNMENT LICENSES AND PERMITS:				
Alarm Permits	2,631	0	0	0
Licenses and Permits - Clerk	144,595	153,940	82,269	82,000
TOTAL LICENSES AND PERMITS	\$147,226	\$153,940	\$82,269	\$82,000
GENERAL GOVERNMENT INTERGOVERNMENTAL REVENUE:				
School System Cost Sharing	357,345	384,937	355,876	459,371
OBN Task Force Reimbursement	0	0	0	50,000
TOTAL INTERGOVERNMENTAL	\$357,345	\$384,937	\$355,876	\$509,371
GENERAL GOVERNMENT MISCELLANEOUS:				
Interest Earnings	140,107	30,001	29,942	15,000
Sales Tax Interest	28,964	20,867	23,300	20,000
Cemetery Sales & Staking Fees	149,752	179,418	165,537	170,000
AT&T - Land Rental	15,057	15,057	15,057	15,057
Windemere Special Assessment	16,959	16,959	0	0
Reports & Copies	22,433	17,412	5,000	7,500
Application Fees	4,965	25	12,500	0
Sales of Material	5,055	6,290	5,000	5,000
Miscellaneous Revenue	314,238	184,645	80,250	347,807
TOTAL MISCELLANEOUS	\$697,530	\$470,674	\$336,586	\$347,807

REVENUE SOURCE	2019-2020 Actual	2020-2021 Actual	2021-2022 Budget	2022-2023 Budget
PUBLIC SAFETY INTERGOVERNMENT:				
EMSSTAT	0	15,615	100,000	100,000
TOTAL PUBLIC SAFETY INTERGOVERNMENT	\$0	\$15,615	\$100,000	\$100,000
PUBLIC SAFETY FINES:				
Court Fines & Fees	1,003,212	1,529,261	1,025,000	1,325,000
Juvenile Court Fines	18,903	15,662	16,000	16,000
AMS Collection Revenue	42,838	55,812	42,000	42,000
Jail Cost Revenues	29,651	31,600	27,500	27,500
City Portion-Sheriff's Fee	4,157	4,173	3,000	3,000
Miscellaneous Fees	960	1,671	0	0
TOTAL PUBLIC SAFETY FINES	\$1,099,721	\$1,638,179	\$1,113,500	\$1,413,500
PUBLIC SAFETY MISCELLANEOUS:				
Public Safety Miscellaneous	1	3,270	0	0
TOTAL PUBLIC SAFETY MISCELLANEOUS	\$1	\$3,270	\$0	\$0
PUBLIC WORKS:				
Animal Welfare Fees	35,325	33,126	27,500	30,000
TOTAL PUBLIC WORKS	\$35,325	\$33,126	\$27,500	\$30,000
PARKS & RECREATION REVENUES:				
Various Class Fees/Rentals	100,469	102,206	74,200	74,200
Recreation Center Memberships	1,037,576	915,634	1,100,000	1,000,000
Recreation Center Day Passes	84,959	115,145	85,000	85,000
Recreation Center Concessions	216,067	258,368	219,000	219,000
Recreation Classes, Camps, & Events	289,675	250,368	305,370	264,045
Athletic League Fees	73,305	70,337	124,675	75,575
Aquatics Admissions & Passes	241,738	146,445	330,000	315,000
Aquatics Concession	117,301	0	0	0
Parks & Recreation Miscellaneous	9,000	5,400	14,000	5,000
TOTAL PARKS & RECREATION	\$2,170,090	\$1,864,210	\$2,252,245	\$2,037,820

REVENUE SOURCE	2019-2020 Actual	2020-2021 Actual	2021-2022 Budget	2022-2023 Budget
COMMUNITY DEVELOPMENT/ PLANNING				
PERMITS & LICENSES REVENUES:				
Oil Well Inspections	11,700	11,250	11,250	11,250
Contractor Licenses	47,161	122,320	100,000	100,000
Miscellaneous Permits & Licenses	244,435	331,390	225,000	230,000
Burn Permit	935	854	680	680
Building/ Occupancy Permits	85,871	122,321	110,000	110,000
State Surcharge	1,205	1,253	1,200	1,200
Plan Review	11,590	19,400	10,500	15,000
Detention Fees	9,232	59,370	15,000	10,000
Condemnation/Demolition	0	0	0	0
Mowing Liens	73,582	90,204	80,000	75,000
Code Enforcement Revenue	53,696	50,129	50,000	50,000
TOTAL COMMUNITY DEVELOPMENT	\$539,407	\$808,491	\$603,630	\$603,130
GENERAL FUND REVENUES:				
Beginning Unrestricted Fund Balance	0	0	0	0
Sales Tax Transfer from MPWA	27,304,443	29,799,083	29,732,258	31,450,000
Sales Tax Transfer to MPWA	(27,304,443)	(29,799,083)	(29,732,258)	(31,450,000)
Transfer from MPWA	3,362,489	2,089,200	4,587,516	4,000,000
Transfer (to) from Other Funds	(50,000)	25,787	(219,100)	(100,000)
Total General Fund Revenues	42,373,357	45,603,925	47,071,211	48,736,800
Plus: Reserved Fund Balance	45,686	0	571,273	3,070,362
Less: Expenditures/Encumbrances	41,304,428	41,112,301	47,642,484	51,807,162
UNRESTRICTED FUND BALANCE	1,114,615	4,491,624	0	0

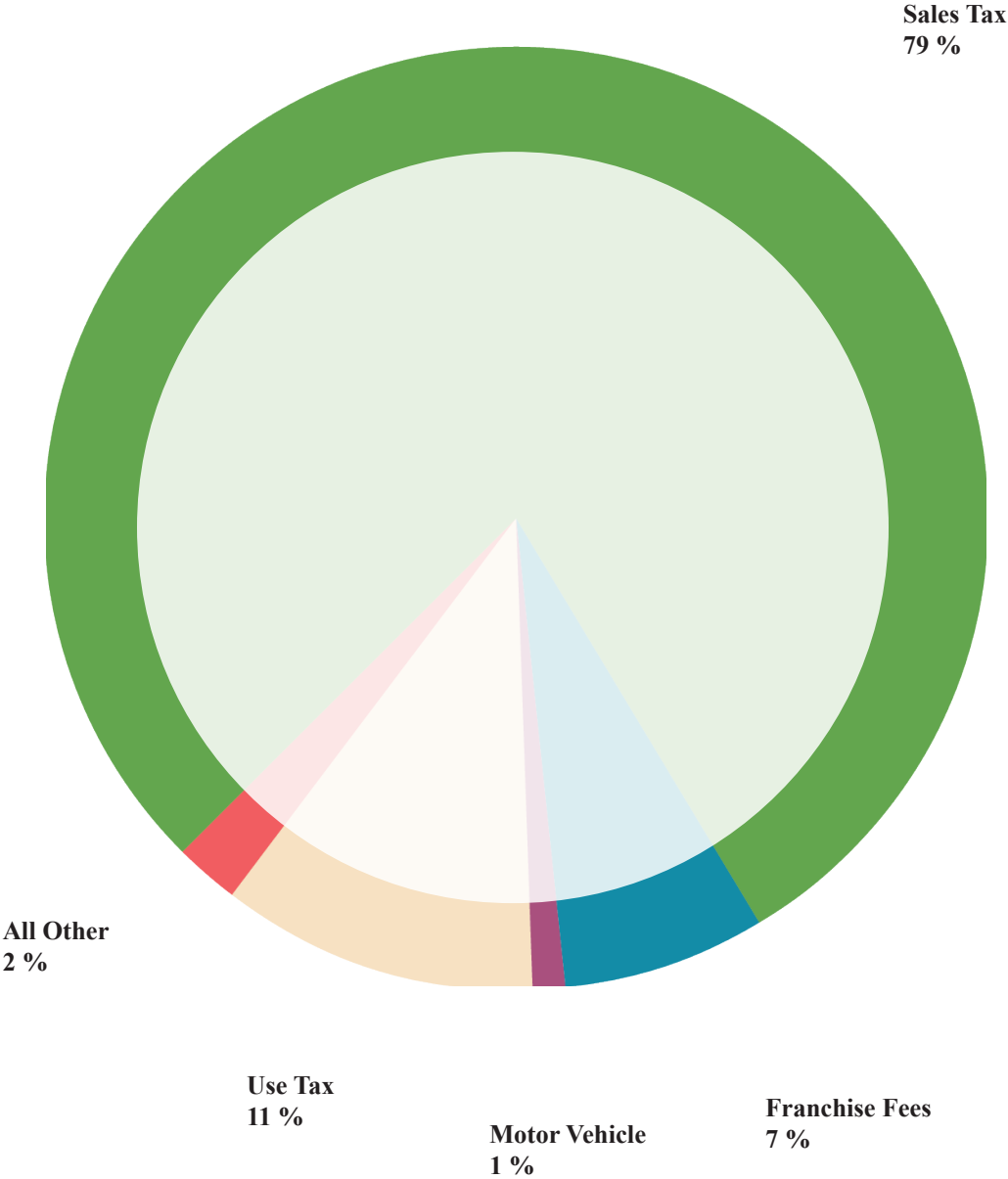
GENERAL FUND REVENUES BY CATEGORY CITY OF MOORE

FY 2022-2023



SOURCES OF TAX REVENUE CITY OF MOORE

FY 2022-2023



TOP 10 TAXPAYERS FOR 2021 (AD VALOREM)

CITY OF MOORE

ENTERPRISE	TAX
Mission Point	6,139,780
Oklahoma Gas & Electric	5,916,317
Walmart/ Sam's Club	4,708,280
Green's at Moore	4,257,612
KRG (Shops @ Moore)	3,378,708
Realty Income Properties	3,254,055
Thirty5 West	2,885,123
Oklahoma Natural Gas	2,466,019
Horn Equipment	2,296,454
Del Real, LLC	1,659,035

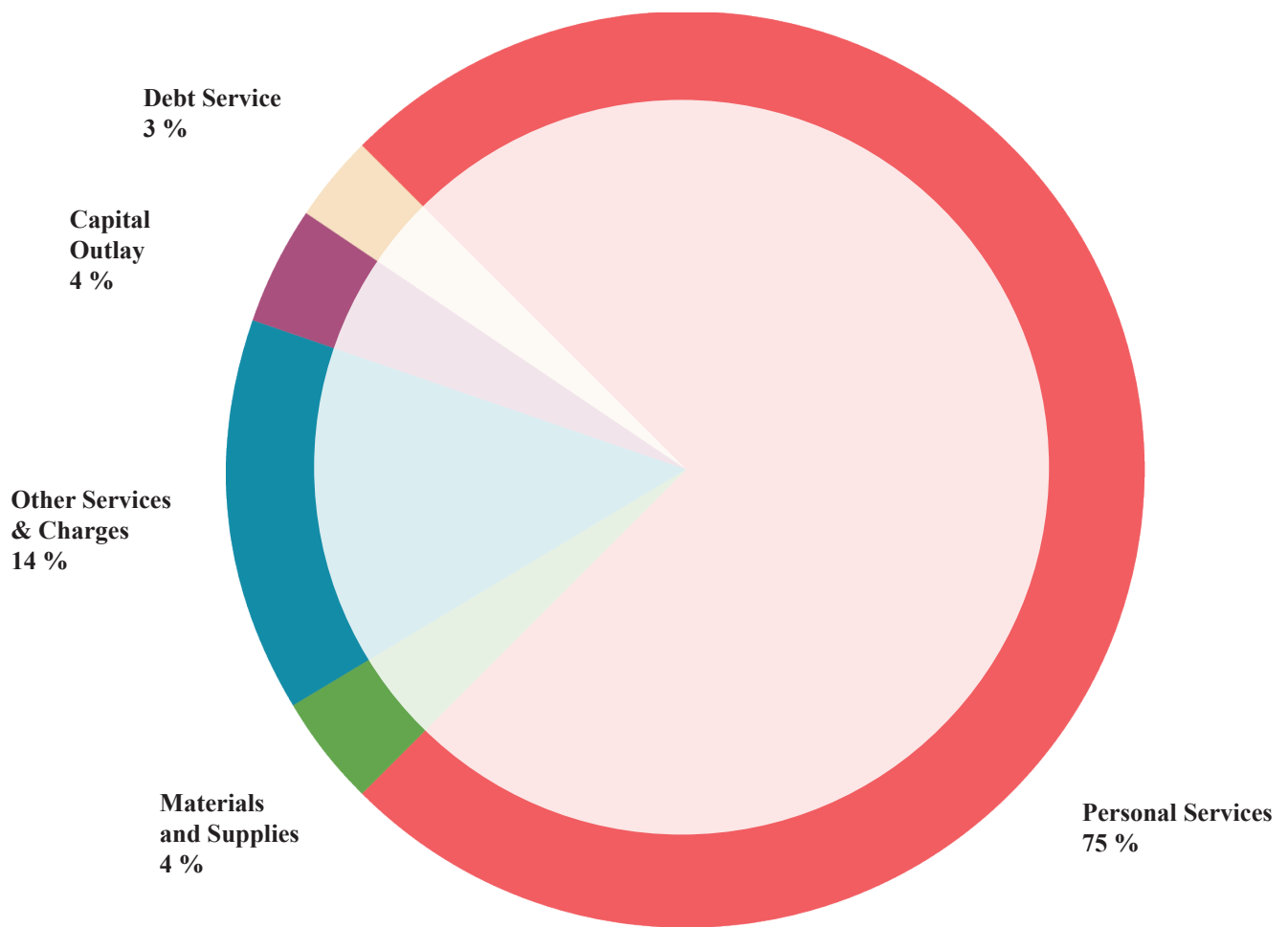
Source Cleveland County Assessor

SUMMARY OF GENERAL FUND EXPENDITURE BY COST CATEGORY CITY OF MOORE

CATEGORY	ACTUAL FY 19-20	ACTUAL FY 20-21	ESTIMATED FY 21-22	PROPOSED FY 22-23
Personal Services	31,326,307	32,078,559	35,090,756	38,726,120
Materials & Supplies	1,554,854	1,534,328	1,846,697	2,266,212
Other Services & Charges	5,419,557	5,545,753	6,497,646	7,156,018
Capital Outlay	1,151,399	756,111	2,585,891	1,679,666
Debt Service	1,852,311	1,197,550	1,621,494	1,979,146
TOTAL	\$41,304,428	\$41,112,301	\$47,642,484	\$51,807,162

ALLOCATION OF GENERAL FUND EXPENDITURES CITY OF MOORE

FY 2022-2023



GO STREET BONDS

Fund 04 |

STREET IMPROVEMENTS

2018 GO BONDS

2019 GO BONDS

GENERAL OBLIGATION STREET BONDS

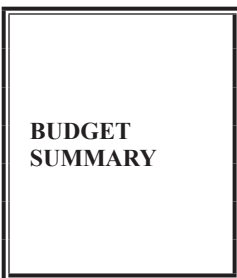
FUND 04

Goals

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

Objectives

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



Category	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
2018 GO Bonds	1,709	0	0
2019 GO Bonds	4,678,395	0	0
2020 GO Bond	0	600,000	0
2021 GO Bond	0	11,711,800	8,502,140
2022 GO Bond	0	0	4,623,168
Total	\$4,680,104	\$12,311,800	\$13,125,308

GENERAL FUND

FUND 06 | DEPARTMENTS:

- 035-GENERAL GOVERNMENT
- 040-MANAGERIAL
- 041-LEGAL
- 042-CENTRAL PURCHASING
- 043-FINANCE
- 044-INFORMATION SERVICES
- 045-HUMAN RESOURCES
- 046- PUBLIC AFFAIRS
- 050-MUNICIPAL COURT
- 051-POLICE
- 052-COMMUNICATIONS
- 053-EMERGENCY MANAGEMENT
- 054-FIRE
- 064-PUBLIC WORKS
- 065-ANIMAL ADOPTION CENTER
- 067-PUBLIC WORKS FACILITY
- 068-FLEET MAINTENANCE

FUND 06 | DEPARTMENTS:

069-BUILDING MAINTENANCE

070-PARKS AND RECREATION

071-SENIOR CITIZEN SERVICES

072-LANDSCAPE AND BEAUTIFICATION

073-PARKS AND RECREATION ACTIVITIES

074-PARKS AND CEMETERY MAINTENANCE

075-RECREATION CENTER

076-AQUATIC PARK

077-LIBRARY

080-COMMUNITY DEVELOPMENT

081-INSPECTIONS

082-CODE ENFORCEMENT

083-CAPITAL PLANNING AND RESILIENCY

090-MOORE-SMITH CEMETERY

GENERAL GOVERNMENT

FUND 06 | DEPARTMENT 035

Personnel

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

Goals

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

Objectives

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

GENERAL GOVERNMENT

FUND 06 | DEPARTMENT 035

**BUDGET
SUMMARY**

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
Category			
Personal Services	11,626	94,357	94,357
Materials & Supplies	16,783	28,600	28,600
Other Services & Charges	1,106,000	1,295,255	1,164,897
Capital Outlay	10,009	0	0
Debt Service	1,197,550	1,621,494	1,979,146
COVID-19	69,077	0	0
Total	\$2,411,046	\$3,039,706	\$3,267,000

**PERSONNEL
SUMMARY**

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
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 20-21	Estimated FY 21-22	Proposed FY 22-23
Category			
Personal Services	923,527	606,369	613,778
Materials & Supplies	9,834	4,700	4,700
Other Services & Charges	34,664	5,500	2,000
Capital Outlay	0	0	0
Total	\$968,025	\$616,569	\$620,478

**PERSONNEL
SUMMARY**

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
Departmental Position:				
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00
Public Affairs Director	1.00	0.00	0.00	0.00
Assistant to the City Manager	1.00	1.00	0.00	0.00
Executive Assistant	1.00	1.00	1.00	1.00
Community Outreach Specialist	1.00	0.00	0.00	0.00
Legal Assistant	0.00	0.00	1.00	1.00
Total	6.00	6.00	4.00	4.00

LEGAL

FUND 06 | DEPARTMENT 041

Goals

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

Objectives

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

LEGAL

FUND 06 | DEPARTMENT 041

	Actual FY 20-21	Estimated FY 21-22	Projected FY 22-23
PERFORMANCE MEASUREMENTS			
Task			
Juvenile Citations	810	681	800
Court Citations	10,083	8,818	9,000
Warrants Issued	3,324	3,428	3,600
Trial Docket Cases	19	22	20

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
BUDGET SUMMARY			
Category			
Personal Services	205,928	204,895	418,596
Materials & Supplies	427	625	625
Other Services & Charges	11,890	10,513	12,650
Capital Outlay	0	0	0
Total	\$218,245	\$216,033	\$431,871

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
PERSONNEL SUMMARY				
Departmental Position:				
City Attorney	1.00	1.00	1.00	1.00
Assistant City Attorney	0.00	0.00	0.00	1.00
Total	1.00	1.00	1.00	2.00

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 20-21	Estimated FY 21-22	Proposed FY 22-23
Category			
General Office Supplies	157	0	0
Janitorial Supplies	1,288	7,500	7,500
Transfer/Charge Backs	5,292	(7,500)	(7,500)
Total	\$6,737	\$0	\$0

**PERSONNEL
SUMMARY**

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
Departmental Position:				
**Public Works Building Maintenance staff operates the Central Supply Office. See Department 069.				
Total	0.00	0.00	0.00	0.00

FINANCE

FUND 06 | DEPARTMENT 043

Goals

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

Objectives

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

FINANCE

FUND 06 | DEPARTMENT 043

**BUDGET
SUMMARY**

Category	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
Personal Services	1,239,549	1,307,492	1,492,991
Materials & Supplies	11,477	15,825	15,825
Other Services & Charges	124,284	140,930	143,400
Capital Outlay	0	25,844	0
Total	\$1,375,310	\$1,490,091	\$1,652,216

**PERSONNEL
SUMMARY**

Departmental Position:	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
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
City Clerk	1.00	1.00	1.00	1.00
Accountant I	1.00	0.00	0.00	0.00
Senior Accountant	0.00	1.00	1.00	1.00
Customer Service Supervisor	1.00	1.00	1.00	1.00
Purchasing Agent	1.00	1.00	1.00	1.00
Payroll Administrative Specialist	1.00	1.00	1.00	1.00
Utility Billing Specialist	1.00	1.00	1.00	1.00
Accounts Payable Clerk	1.00	1.00	1.00	1.00
Customer Service Representative	5.00	5.00	5.00	5.00
Part-Time Receptionist (2)	1.00	1.00	1.00	1.00
Total	16.00	16.00	16.00	16.00

INFORMATION TECHNOLOGY

FUND 06 | DEPARTMENT 044

Goals

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

Objectives

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

INFORMATION TECHNOLOGY

FUND 06 | DEPARTMENT 044

	Actual FY 20-21	Estimated FY 21-22	Projected FY 22-23
PERFORMANCE MEASUREMENTS			
Task			
Service Calls	7,351	7,402	7,400
New Computers Installed	32	86	25

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
BUDGET SUMMARY			
Category			
Personal Services	484,070	508,026	574,038
Materials & Supplies	36,511	136,525	101,525
Other Services & Charges	993,768	1,063,250	1,143,250
Capital Outlay	506	244,000	385,000
Total	\$1,514,855	\$1,951,801	\$2,203,813

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
PERSONNEL SUMMARY				
Departmental Position:				
Information Technology Director	1.00	1.00	1.00	1.00
IT Security Specialist	0.00	1.00	1.00	1.00
Network Technician	2.00	2.00	2.00	2.00
PC Technician	1.00	1.00	1.00	1.00
GIS Analyst	1.00	1.00	1.00	1.00
Total	5.00	6.00	6.00	6.00

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, 2023;
2. Increase employee and manager satisfaction with the performance management process by implementing a paperless, web-based performance evaluation program for non-union employees with participation goal of 75% by June 30, 2023;
3. Decrease time for employees to receive performance-based (merit) pay increases by building on the capabilities of the web-based annual performance review process implementation;
4. Implement additional incentives for employees to offset health benefit costs;
5. Manage health benefits costs to stay at or below the average expected annual increase of 5%.
6. Evaluate Personnel.

HUMAN RESOURCES

FUND 06 | DEPARTMENT 045

	Actual CY 2021	Estimated CY 2022	Projected CY 2023
PERFORMANCE MEASUREMENTS			
Task			
New Hire Orientations	147	159	175

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
BUDGET SUMMARY			
Category			
Personal Services	276,990	287,567	304,286
Materials & Supplies	1,508	4,750	7,250
Other Services & Charges	3,611	5,850	4,600
Capital Outlay	0	0	8,000
Total	\$282,109	\$298,167	\$324,136

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
PERSONNEL SUMMARY				
Departmental Position:				
Human Resources Director	1.00	1.00	1.00	1.00
Benefits Specialist	1.00	1.00	1.00	1.00
HR Generalist	1.00	1.00	1.00	1.00
Total	3.00	3.00	3.00	3.00

PUBLIC AFFAIRS

FUND 06 | DEPARTMENT 046

Goals

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

Objectives

1. Fully involve all departments in the positioning of the City’s Public Affairs Department in order to better integrate communications channels;
2. Problem-solve and implement strategies to enhance coordination between and among departments that aid in public interaction;
3. Produce timely and effective communications pieces across all channels;
4. Connect with real estate and development professionals to stay relevant in commercial development.

PUBLIC AFFAIRS

FUND 06 | DEPARTMENT 046

**BUDGET
SUMMARY**

Category	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
Personal Services	0	379,584	410,122
Materials & Supplies	0	2,000	2,000
Other Services & Charges	0	100,820	103,800
Capital Outlay	0	3,000	3,000
Total	\$0	\$485,404	\$518,922

**PERSONNEL
SUMMARY**

Departmental Position:	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
Public Affairs Director	1.00	1.00	1.00	1.00
Marketing Specialist	1.00	1.00	1.00	1.00
Marketing & Communications Manager	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;
5. Increase courtroom security.

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 20-21	Estimated FY 21-22	Projected FY 22-23
PERFORMANCE MEASUREMENTS			
Task			
Fines Collected	\$1.1M	\$1.0M	\$1.2M
Court Notify Calls	9,658	10,509	9,600

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
BUDGET SUMMARY			
Category			
Personal Services	466,090	486,650	502,071
Materials & Supplies	3,089	5,450	5,450
Other Services & Charges	75,323	80,565	80,565
Capital Outlay	0	0	0
Total	\$544,502	\$572,665	\$588,086

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
PERSONNEL SUMMARY				
Departmental Position:				
Municipal Judge	2.00	2.00	2.00	2.00
Municipal Court Administrator	1.00	1.00	1.00	1.00
Deputy Court Clerk	3.00	3.00	3.00	3.00
Warrant Officer	1.00	1.00	1.00	1.00
Total	7.00	7.00	7.00	7.00

POLICE

FUND 06 | DEPARTMENT 051

Goals

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

Objectives

1. We completed a comprehensive staffing study in January 2021. Our objective would be to continue addressing some of the shortcomings discovered during the staffing study of 2021.
2. An additional Lieutenant position in 2023 would satisfy span of control needs in the police department and reduce liability. There would be a need to replace the upgraded position with an additional police officer position.
3. In accordance with the staffing study, we would request to hire 4 new police officer positions. This would be continued progress in the overall staffing increase goals to accomplish an operational level of 60/40. The 2021 study showed that this year we would need 6 officers. Analysis shows a need of 4.7 Officers for 2023. There would be a need to replace the upgraded position with an additional police officer position. These positions would be in line with staffing requirements and help increase our ability to passionately protect and humbly serve the residents of Moore. These positions do not account for any increases needed for additional assignments.
4. Continue the increased focus on leadership development. This would be accomplished through additional leadership training opportunities.
5. Align budget requests with Operational Objectives for the upcoming fiscal year:

2022 Operational Objectives

- Officer Safety: We will consistently employ and improve our techniques while valuing the sanctity of life
- Customer Service: We will seek ways to add value to external and internal customers while reducing the extraction of value in those relationships
- Geographic Policing: We will utilize this model to personalize and humanize our police service
- Innovation: We will continuously seek to improve our systems and technology.

POLICE

FUND 06 | DEPARTMENT 051

	Actual FY 20-21	Estimated FY 21-22	Projected FY 22-23
PERFORMANCE MEASUREMENTS			
Task			
Citations Written	8,929	7,700	7,200
Warnings Written	7,743	7,000	7,500
Arrests	2,748	2,100	2,500

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
BUDGET SUMMARY			
Category			
Personal Services	11,913,743	12,966,638	14,526,055
Materials & Supplies	251,331	301,000	352,500
Other Services & Charges	264,820	333,800	342,800
Capital Outlay	40,299	0	65,000
Total	\$12,470,193	\$13,601,438	\$15,286,355

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
PERSONNEL SUMMARY				
Departmental Position:				
Chief of Police	1.00	1.00	1.00	1.00
Deputy Police Chief	1.00	1.00	1.00	1.00
Police Major	2.00	2.00	2.00	2.00
Administrative Assistant	1.00	1.00	1.00	1.00
Administrative Clerk-Detective	1.00	1.00	1.00	1.00
Property Clerk	0.00	1.00	1.00	1.00
Property Clerk - Digital Media	0.00	1.00	1.00	1.00
Crime Analyst	0.00	1.00	1.00	1.00
Records - Administrative Clerk	3.00	2.00	2.00	2.00
Captain	5.00	5.00	5.00	5.00
Lieutenant	8.00	11.00	11.00	11.00
Sergeant	53.00	54.00	54.00	54.00
Police Officer I & II	19.00	24.00	24.00	24.00
Total	97.00	105.00	105.00	114.00

COMMUNICATIONS

FUND 06 | DEPARTMENT 052

Goals

1. To provide timely and accurate emergency telecommunications services between the community and the City of Moore public safety responders.
 2. To continue finalizing new dispatch protocols and strategies to increase efficiency and effectiveness.
 3. Look for new and innovative processes for service delivery. Keeping on the leading edge of industry standards and innovations.
 4. Aggressively address the staffing issues in the communications center.
 5. Seek National Accreditations in critical dispatch protocols
-

Objectives

1. Training and equipping new communications supervisors to examine and direct a positive work environment and culture in the Division.
2. Rapidly and accurately answer and assess all telephone calls for public safety assistance within the City of Moore.
3. Increase standards and efficiency in dispatch to reduce call delay time and improve fire dispatch times for maximum support of an ISO #1 rating.
4. To train and equip employees to provide the best customer service and tactical accuracy for resources responding in the field.
 - Implementing advanced training and dispatching protocols.
 - Implement stronger day-to-day supervisory oversight and engagement.
 - Increase “customer service” based training.
 - Creating dedicated call takers to limit multitasking and making more time to gather accurate detailed information.
 - Continued retention of quality staff.
 - Improve staffing levels to increase quality and reduce the mental stress of emergency dispatch.

COMMUNICATIONS

FUND 06 | DEPARTMENT 052

	Actual CY 2020	Estimated CY 2021	Projected CY 2022
PERFORMANCE MEASUREMENTS			
Task			
Calls Received	78,971	77,889	69,595

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
BUDGET SUMMARY			
Category			
Personal Services	979,623	1,170,219	1,233,478
Materials & Supplies	9,329	10,000	10,000
Other Services & Charges	16,414	38,050	42,850
Capital Outlay	532	0	0
Total	\$1,005,898	\$1,218,269	\$1,286,328

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
PERSONNEL SUMMARY				
Departmental Position:				
Supervisor	1.00	1.00	1.00	1.00
Lead Emergency Communications Dispatcher	0.00	0.00	0.00	3.00
Emergency Communications Dispatcher I	9.00	11.00	11.00	11.00
Dispatcher II	2.00	2.00	2.00	0.00
Part Time Dispatcher	0.50	0.50	0.50	0.50
Total	12.50	14.50	14.50	15.50

EMERGENCY MANAGEMENT

FUND 06 | DEPARTMENT 053

Goals

1. To protect the lives and health of the citizens of and visitors to the City of Moore before, during, and after any emergency or disaster event, providing leadership through hazard identification, mitigation, preparedness and training, response, and recovery activities.
-

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;
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; and
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 20-21	Estimated FY 21-22	Projected FY 22-23
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 20-21	Estimated FY 21-22	Proposed FY 22-23
BUDGET SUMMARY			
Category			
Personal Services	159,979	227,935	235,839
Materials & Supplies	7,366	20,100	20,100
Other Services & Charges	123,138	113,950	114,950
Capital Outlay	0	0	0
Total	\$290,483	\$361,985	\$370,889

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
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. To help facilitate organizational growth. Expand on leadership development. Implement a Peer Support Team for our department;
3. Developing and providing more in-depth & hands-on training programs for our Firefighters. Increase our training for various safety situations that we may encounter including Rope I & II, Water Rescue, Extrication, and Confined Space training classes;
4. Continually upgrading fire and medical equipment, as well as other safety gear to comply with current national standards.

FIRE

FUND 06 | DEPARTMENT 054

	Actual CY 2021	Estimated CY 2022	Projected CY 2023
PERFORMANCE MEASUREMENTS			
Task			
Fire calls for Service	5,175	5,300	5,450
FIRE PREVENTION ACTIVITIES			
Business Inspections	1,796	1,865	1,902
Occupancy Inspections	165	184	203
Commercial Plan Review	93	100	108
Public Fire Education	58	68	80
Burn Permits Issued	6	8	8

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
BUDGET SUMMARY			
Category			
Personal Services	9,320,105	9,671,699	10,404,898
Materials & Supplies	122,408	143,102	171,532
Other Services & Charges	129,742	153,917	122,690
Capital Outlay	18,270	24,325	24,325
Total	\$9,590,525	\$9,993,043	\$10,723,455

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
PERSONNEL SUMMARY				
Departmental Position:				
Fire Chief	1.00	1.00	1.00	1.00
Deputy Fire Chief	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Fire Marshal	1.00	1.00	1.00	1.00
Assistant Fire Marshal	2.00	3.00	2.00	3.00
Assistant Chief Training Officer	1.00	1.00	1.00	1.00
Training Major	1.00	1.00	1.00	1.00
Assistant Fire Chief	3.00	3.00	3.00	3.00
Major	5.00	11.00	5.00	11.00
Captain	4.00	2.00	4.00	2.00
Lieutenant & Driver	12.00	12.00	12.00	12.00
Corporal	30.00	31.00	30.00	31.00
Firefighter I & II	12.00	9.00	12.00	9.00
Total	74.00	75.00	74.00	81.00

STREET IMPROVEMENTS

FUND 06 | DEPARTMENT 060

PERFORMANCE MEASUREMENTS

Task
Engineering for 19th Street Signals

BUDGET SUMMARY

Category	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
Capital Outlay	429,812	87,500	87,500
Total	\$429,812	\$87,500	\$87,500

PERSONNEL SUMMARY

Departmental Position:	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23

PUBLIC WORKS

FUND 06 | DEPARTMENT 064

Goals

1. Improve on flow of traffic on arterial streets, reducing the back-up of citizen and emergency vehicles traveling;
 2. Reduce the amount of complaints over our drainage ditches and improve drainage channngels;
 3. Reduce the amount of complaints, from the public, of high grass and weeds throughout the drainage channels. Remove broken and unnecessary trees as well;
 4. Research grant funding for striping arterial roads and improving/ upgrading traffic signals.
-

Objectives

1. Work on older traffic control equipment in 2022 and 2023;
2. Cleanout drainage channels and put in concrete liners where needed;
3. Prioritize traffic signal locations that are eligible for ACOG funding and submit applications.

PUBLIC WORKS

FUND 06 | DEPARTMENT 064

PERFORMANCE MEASUREMENTS

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

BUDGET SUMMARY

Category	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
Personal Services	788,850	937,684	1,266,156
Materials & Supplies	164,585	190,800	376,792
Other Services & Charges	1,126,162	1,094,900	1,303,760
Capital Outlay	33,168	747,883	661,091
Total	\$2,112,765	\$2,971,267	\$3,607,799

PERSONNEL SUMMARY

Departmental Position:	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
Public Works Director	1.00	1.00	1.00	1.00
Receptionist	0.00	0.00	1.00	1.00
Administrative Specialist	0.00	0.00	1.00	1.00
Administrative Assistant	1.00	1.00	0.00	0.00
Streets Supervisor	1.00	1.00	1.00	1.00
Maintenance II	2.50	2.50	2.50	3.00
Maintenance I	4.50	4.50	4.50	6.50
Administrative Clerk	1.00	1.00	0.00	0.00
Street Sweeper	0.50	0.50	0.50	0.50
Total	11.50	11.50	11.50	14.00

ANIMAL ADOPTION CENTER

FUND 06 | DEPARTMENT 065

Goals

1. Increase public awareness about Animal Welfare/Control;
 2. Make microchips mandatory for all owner-claimed animals;
 3. Provide more of our service's online;
 4. Increase return to owner rate to decrease impounds;
 5. Eliminate the need for euthanasia for adoptable animals;
 6. Become our own department.
-

Objectives

1. Increase public events (adoption events, community events, training classes, kid safety classes in Moore Public Schools, community meet and greets);
2. Create a City Code for microchipping in the existing ordinance for reclaiming an animal;
3. Create an online portal directly to the Animal Control Department for online complaints;
4. Develop a program with the court system to provide alternative options for fines (community service at the shelter);
5. Develop a closer relationship with rescues (additional networking);
6. Maintain self-sustainability.

ANIMAL ADOPTION CENTER

FUND 06 | DEPARTMENT 065

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

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
BUDGET SUMMARY			
Category			
Personal Services	427,971	498,852	528,422
Materials & Supplies	54,105	52,400	79,045
Other Services & Charges	73,935	94,500	107,500
Capital Outlay	7,517	112,000	32,000
Total	\$563,529	\$757,752	\$746,967

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
PERSONNEL SUMMARY				
Departmental Position:				
Animal Control Supervisor	1.00	1.00	1.00	1.00
Animal Control Officer	4.00	4.00	4.00	4.00
Adoption Coordinator	1.00	1.00	1.00	1.00
Kennel Technician	1.00	1.00	1.00	1.00
Total	7.00	7.00	7.00	7.00

PUBLIC WORKS FACILITY

FUND 06 | DEPARTMENT 067

Goals

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

Objectives

1. Improve the Public Works Facility for better functionality.

PUBLIC WORKS FACILITY

FUND 06 | DEPARTMENT 067

**BUDGET
SUMMARY**

Category	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
Construction	56,918	1,119,789	0
Total	\$56,918	\$1,119,789	\$0

**PERSONNEL
SUMMARY**

Departmental Position:	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
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. Repair and/or refurbish/replace 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 20-21	Estimated FY 21-22	Proposed FY 22-23
Personal Services	485,564	499,808	618,293
Materials & Supplies	328,923	382,250	471,053
Other Services & Charges	198,146	227,200	270,200
Capital Outlay	26,494	35,000	35,000
Total	\$1,039,127	\$1,144,258	\$1,394,546

PERSONNEL SUMMARY

Departmental Position:	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
Fleet Maintenance Supervisor	1.00	1.00	1.00	1.00
Administrative Specialist	0.00	0.00	1.00	1.00
Fleet Maintenance Clerk	1.00	1.00	0.00	0.00
Senior Mechanic	1.00	1.00	1.00	1.00
Mechanic	2.00	2.00	2.00	2.00
Mechanic Helper	1.00	1.00	1.00	1.00
Total	6.00	6.00	6.00	6.00

BUILDING MAINTENANCE

FUND 06 | DEPARTMENT 069

Goals

1. Continue improving the Central Purchasing custodial supply stock and access at the FAC warehouse;
2. Replace 14 more heating and air conditioning water source heat pumps units at City Hall;
3. Assisting in any way possible with the new Public Works Facility being constructed;
4. Have aged metal cooling tower reservoir replaced in the City Hall mechanical room with possibly a stainless steel constructede reservoir.
5. Identify equipment that is not on our preventative mainenance scheduling;
6. Purchase new underground utility locating equipment with GPS capability;
7. Acquire Certified Facility Manager credentials.

Objectives

1. Continue to identify and resolve heat and air design problems, and/or programming functionality issues at the Station and the Public Safety Building;
2. Continue the implementation of employees utilizing of the Munis Inventory “pick ticket” module when departments are ordering custodial supplies;
3. Get best prices in bulk for quality products in FAC inventory;
4. Encourage department that purchase their own custodial supplies to get them through us by getting the best prices for FAC inventory;
5. Prioritize water source heat pumps that are in need of replacement, 14 units for this fiscal year.

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

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
Category			
Personal Services	599,751	640,836	620,257
Materials & Supplies	23,282	41,400	68,400
Other Services & Charges	1,359	18,200	18,690
Capital Outlay	0	21,500	74,750
Total	\$624,392	\$721,936	\$782,097

PERSONNEL SUMMARY

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
Departmental Position:				
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 and sports leagues at The Station and Moore Communit Center.

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. Invest in additional recreation programs, leagues, and educational programs.

PARKS & RECREATION

FUND 06 | DEPARTMENT 070

	Actual FY 20-21	Estimated FY 21-22	Projected FY 22-23
PERFORMANCE MEASUREMENTS			
Task			
Our Parks...Our Future			
Projects Completed	4	4	4
New Park Land Developed (Acres)	2	0	0

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
BUDGET SUMMARY			
Category			
Personal Services	422,428	452,566	460,571
Materials & Supplies	5,925	13,790	15,929
Other Services & Charges	175,067	178,000	201,300
Capital Outlay	37,767	33,000	38,000
Total	\$641,187	\$677,356	\$715,800

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
PERSONNEL SUMMARY				
Departmental Position:				
Park & Recreation Director	1.00	1.00	0.00	1.00
Assistant Park & Recreation Director	1.00	1.00	1.00	1.00
Sports Coordinator	0.50	0.50	0.50	0.00
Administrative Assistant	1.00	1.00	1.00	1.00
Marketing Specialist	1.00	1.00	0.00	0.00
Community Center Coordinator	1.00	1.00	1.00	0.00
Recreation Specialists PT	1.50	1.50	1.50	0.00
Parks & Facilities Manager	0.00	0.00	0.00	1.00
Recreation Center Supervisor	0.00	0.00	0.00	1.00
Total	7.00	7.00	6.00	5.00

SENIOR CITIZEN SERVICES

FUND 06 | DEPARTMENT 071

Goals

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

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, craft room, and the center as a whole.

SENIOR CITIZEN SERVICES

FUND 06 | DEPARTMENT 071

	Actual FY 20-21	Estimated FY 21-22	Projected FY 22-23
PERFORMANCE MEASUREMENTS			
Task			
Annual # of Meals Delivered	48,250	49,000	48,000

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
BUDGET SUMMARY			
Category			
Personal Services	139,244	107,300	110,491
Materials & Supplies	2,645	7,700	7,750
Other Services & Charges	19,806	29,626	55,346
Capital Outlay	80,100	0	18,350
Total	\$241,795	\$144,626	\$191,937

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
PERSONNEL SUMMARY				
Departmental Position:				
Senior Services Coordinator	1.00	1.00	1.00	1.00
Senior Program Specialist	0.00	0.00	0.00	0.50
Recreation Specialist	0.00	0.00	0.00	0.50
Assistant Senior Services Coordinator	1.00	1.00	1.00	0.00
Total	2.00	2.00	2.00	2.00

LANDSCAPE & BEAUTIFICATION

FUND 06 | DEPARTMENT 072

Goals

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

Objectives

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

LANDSCAPE & BEAUTIFICATION

FUND 06 | DEPARTMENT 072

**BUDGET
SUMMARY**

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
Category			
Personal Services	81,734	0	0
Materials & Supplies	20,605	0	0
Other Services & Charges	341	0	0
Capital Outlay	0	0	0
Total	\$102,680	\$0	\$0

**PERSONNEL
SUMMARY**

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
Departmental Position:				
Spraying Technician Supervisor	1.00	0.00	0.00	0.00
Spraying Technician	1.00	0.00	0.00	0.00
Total	2.00	0.00	0.00	0.00

In fiscal year 2022, department 6-072 was moved into department 6-074.

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 3 on 3 league, Co-Ed basketball league, and kickball league.

PARKS & RECREATION ACTIVITIES

FUND 06 | DEPARTMENT 073

	Actual FY 20-21	Estimated FY 21-22	Projected FY 22-23
PERFORMANCE MEASUREMENTS			
Task			
Camp Participants	775	800	800
Youth Basketball Participants	722	750	750
Adult Volleyball Participants	52	60	60

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
BUDGET SUMMARY			
Category			
Personal Services	102,575	299,093	297,266
Materials & Supplies	24,696	46,500	40,500
Other Services & Charges	46,271	115,000	136,500
Capital Outlay	0	0	0
Total	\$173,542	\$460,593	\$474,401

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
PERSONNEL SUMMARY				
Departmental Position:				
Scorekeepers	4.00	4.00	4.00	4.00
Recreation Specialists	1.00	1.00	1.00	1.00
Concession Worker	3.00	3.00	3.00	3.00
Total	8.00	8.00	8.00	8.00

PARKS & CEMETERY MAINTENANCE

FUND 06 | DEPARTMENT 074

Goals

1. Professional maintenance of city parks, cemeteries, and rights-of-way;
2. Clean and respectful care of Moore and Smith cemetery;
3. Maintain City of Moore playgrounds and facilities at a very high level of service;
4. Continue to plant trees in parks and rights-of-way;
5. Continue to implement a capital replacement/enhancement program;
6. Continue to improve maintenance of Central Park with a dedicated park maintenance crew;
7. Continue with maintenance equipment replacement plan.

Objectives

1. Effective schedule of weed and pest control at parks and cemeteries;
2. Use of latest techniques and equipment for turf management;
3. Maintain regular checks of security lights in parks and cemeteries;
4. Continue implementatino of the capital replacement equipment program;
5. Continue to use the contract mowing program;
6. Maintain the 5-7 day mowing schedule for parks that was established in FY 21-22;
7. Continue to improve the landscaping and beautification of all parks;
8. Continue with the park facility maintenance scheduling plan for park maintenance.

PARKS & CEMETERY MAINTENANCE

FUND 06 | DEPARTMENT 074

PERFORMANCE MEASUREMENTS

	Actual FY 20-21	Estimated FY 21-22	Projected FY 22-23
Task			
City Parks Maintained	13	13	13
Acres of Park Land	306	306	308
Trees Planted	240	300	250

BUDGET SUMMARY

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
Category			
Personal Services	707,946	796,352	701,491
Materials & Supplies	137,424	134,000	151,506
Other Services & Charges	165,675	263,750	382,350
Capital Outlay	0	0	0
Total	\$1,011,045	\$1,194,102	\$1,235,347

PERSONNEL SUMMARY

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
Departmental Position:				
Supervisor	1.00	1.00	1.00	2.00
Maintenance Worker I	6.00	6.00	6.00	6.00
Maintenance Worker II	2.00	2.00	2.00	2.00
Seasonal PT Market/Beds	0.50	0.50	0.50	0.50
Spraying Technician Supervisor	0.00	0.00	0.00	1.00
Spraying Technician	0.00	0.00	0.00	1.00
Total	9.50	9.50	9.50	12.50

RECREATION CENTER

FUND 06 | DEPARTMENT 075

Goals

1. Continue to develop and train staff for the Recreation Center operations;
2. Continue to operate a first class recreation facility;
3. Provide high quality customer service and recreational opportunities to the citizens and patrons of the facility;
4. Implement programing 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 Assistants 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 has national trends in mind, is relevant and highly used by patrons of the Recreation Center;
2. Annual review of policy and Procedures for the center;
3. Expand number of annual passes by 3%;
4. Increase number of day passes by 10%;
5. Implement an annual marketing plan for the Station,
6. Continue to review all fees annually to ensure we are at market value for all programing and pass fees;
7. Continue to invest in Central Park and the Station.

RECREATION CENTER

FUND 06 | DEPARTMENT 075

**BUDGET
SUMMARY**

Category	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
Personal Services	815,605	959,869	1,116,607
Materials & Supplies	115,918	126,500	149,000
Other Services & Charges	570,149	664,324	701,020
Capital Outlay	0	50,000	0
Total	\$1,501,672	\$1,800,693	\$1,966,627

**PERSONNEL
SUMMARY**

Departmental Position:	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
Aquatic/Fitness Coordinator	0.50	0.50	0.50	0.50
Recreation Center Supervisor	1.00	1.00	1.00	0.00
Sales Coordinator	1.00	1.00	1.00	1.00
Recreation Facility Maintenance	1.00	1.00	1.00	1.00
Recreation Coordinator	1.00	1.00	1.00	1.00
Front Desk Specialist	2.00	2.00	2.00	2.00
Recreation Attendants	1.00	1.00	1.00	3.00
Room and Rental Specialist	1.00	1.00	1.00	0.00
Fitness Center Attendant	2.00	1.00	2.00	2.00
Child Care Specialist	3.25	2.00	3.00	2.00
Child Care Coordinator	1.00	1.00	1.00	1.00
Front Desk Clerk	1.00	1.00	1.00	0.00
Front Desk Attendants	2.00	2.00	2.00	3.00
Summer Day Camp Supervisor	0.00	1.00	1.00	1.00
Summer Day Camp Specialist	0.00	1.00	1.00	4.00
Recreation Program Assistant	1.00	1.00	1.00	0.00
Sports Coordinator	0.00	0.00	0.00	1.00
Fitness Coordinator	0.00	0.00	0.00	1.00
Fitness Assistant	0.00	0.00	0.00	1.00
Event Specialist	0.00	0.00	0.00	0.50
Total	18.75	18.75	20.50	26.5

AQUATIC PARK

FUND 06 | DEPARTMENT 076

Goals

1. Have an efficient and well run 2023 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 required and budgeted staff for Aquatic Park;
2. Establish programming that is relevant and highly used by patrons;
3. Review and make changes in policy and procedures;
4. Ensure that all staff have proper training and certifications;
5. Increase attendance at Aquatic Center by 10% over 2020 level;
6. Minimize breakdowns in mechanical equipment;
7. Increase number of birthdays and private parties by 5% over 2020 level;
8. Implement pool maintenance/painting program.
9. Add a new aquatic feature every three years to keep the facility exciting and interesting.



AQUATIC PARK

FUND 06 | DEPARTMENT 076

PERFORMANCE MEASUREMENTS

Task	Actual FY 20-21	Estimated FY 21-22	Projected FY 22-23
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 20-21	Estimated FY 21-22	Proposed FY 22-23
Personal Services	379,868	591,180	608,738
Materials & Supplies	111,299	144,500	152,500
Other Services & Charges	12,935	53,625	86,500
Capital Outlay	0	0	0
Total	\$504,102	\$789,305	\$847,738

PERSONNEL SUMMARY

Departmental Position:	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
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 20-21	Estimated FY 21-22	Proposed FY 22-23
Category			
Materials & Supplies	2,674	6,930	6,930
Other Services & Charges	4,627	113,000	214,900
Capital Outlay	11,230	20,000	5,000
Total	\$18,531	\$139,930	\$226,830

**PERSONNEL
SUMMARY**

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
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. Uphold professionalism and confidence with the public, colleagues, city boards and commissions, and Moore City Council.

Objectives

1. Increase efficiency and accuracy of operations, record keeping, and reporting by improving organization, communication to customers, and attention to details;
2. Implement the latest technology and modern equipment;
3. Update city codes and plans to maintain relevancy. Update Comprehensive Plan every 5-7 years;
4. Pursue policies, procedures and funding for infrastructure and sustainability needs.

COMMUNITY DEVELOPMENT/ PLANNING

FUND 06 | DEPARTMENT 080

	Actual FY 20-21	Estimated FY 21-22	Projected FY 22-23
PERFORMANCE MEASUREMENTS			
Task			
Rezoning Applications Processed	13	16	14
Preliminary Plats Processed	2	8	5
Final Plats Processed	4	11	8
Building Plan Reviews	744	802	875
Flood Permit Reviews	402	336	369

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
BUDGET SUMMARY			
Category			
Personal Services	375,078	404,522	459,582
Materials & Supplies	1,967	4,050	7,050
Other Services & Charges	121,854	107,000	117,000
Capital Outlay	0	8,500	21,000
Total	\$498,899	\$524,072	\$604,632

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
PERSONNEL SUMMARY				
Departmental Position:				
Community Development Director	1.00	1.00	1.00	1.00
Community Development Assistant Director	1.00	1.00	1.00	1.00
Assistant Planner/Current Planning	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Total	4.00	4.00	4.00	4.00

INSPECTIONS

FUND 06 | DEPARTMENT 081

Goals

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

Objectives

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

INSPECTIONS

FUND 06 | DEPARTMENT 081

	Actual FY 20-21	Estimated FY 21-22	Projected FY 22-23
PERFORMANCE MEASUREMENTS			
Task			
Building Inspections	7,656	5,998	8,998
ROW Inspections	1608	983	1475
Occupancy Permits Issued	125	109	165
New Residential Building Permits Issued	200	175	263
New Commercial Building Permits Issued	13	5	8
New Multi-Family Building Permits Issued	13	13	20

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
BUDGET SUMMARY			
Category			
Personal Services	538,259	626,395	596,302
Materials & Supplies	8,755	11,000	8,000
Other Services & Charges	11,075	48,721	49,000
Capital Outlay	0	51,550	94,050
Total	\$558,089	\$737,666	\$747,352

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
PERSONNEL SUMMARY				
Departmental Position:				
Building Inspector	3.00	3.00	3.00	3.00
Environmental Service Manager	1.00	1.00	1.00	1.00
Administrative Clerk II	2.00	2.00	2.00	2.00
Administrative Clerk III	1.00	1.00	1.00	1.00
Recycling Specialist	1.00	1.00	1.00	0.50
Total	8.00	8.00	8.00	7.50

CODE ENFORCEMENT

FUND 06 | DEPARTMENT 082

Goals

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

Objectives

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

CODE ENFORCEMENT

FUND 06 | DEPARTMENT 082

	Actual FY 20-21	Estimated FY 21-22	Projected FY 22-23
PERFORMANCE MEASUREMENTS			
Task			
Code Enforcement Postings	2,148	2,500	3,000
Code Enforcement Inspections	1,409	1,600	1,800
Code Enforcement Abatements	234	330	450

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
BUDGET SUMMARY			
Category			
Personal Services	167,577	204,683	356,426
Materials & Supplies	4,314	6,500	8,250
Other Services & Charges	121,143	125,900	146,500
Capital Outlay	3,488	0	128,600
Total	\$296,522	\$337,083	\$639,776

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
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. Determine and meet the needs of the community;
 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. Provide needed resources principally for low and moderate income persons to assist with decent housing, quality environments, and expanded economic opportunities;
2. Lend knowledge and support of federal regulations, statutes, and programs to other city departments;
3. Provide program and fiscal administration services to granting organizations and funding recipients in order for them to receive and disburse grant funds in compliance with relevant regulations and requirements.

CAPITAL PLANNING & RESILIENCY

FUND 06 | DEPARTMENT 083

**BUDGET
SUMMARY**

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
Category			
Personal Services	146,613	160,185	174,875
Materials & Supplies	1,940	5,700	3,400
Other Services & Charges	13,777	21,500	92,000
Capital Outlay	0	0	0
Total	\$162,330	\$187,385	\$270,275

**PERSONNEL
SUMMARY**

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
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 maintenance of the cemeteries.
-

Objectives

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

MOORE-SMITH CEMETERY

FUND 06 | DEPARTMENT 090

**BUDGET
SUMMARY**

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
Category			
Other Services & Charges	116	0	0
Capital Outlay	0	2,000	2,000
Total	\$116	\$2,000	\$2000

**PERSONNEL
SUMMARY**

	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
Departmental Position:				
**The administrative duties are performed by the Finance Department personnel and landscaping and maintenance is performed by the Parks and Cemetery Department.				
Total	0.00	0.00	0.00	0.00

CEMETERY PERPETUAL CARE

FUND 07 | DEPARTMENT:

090-CEMETERY PERPETUAL CARE

CEMETERY PERPETUAL CARE

FUND 07 | DEPARTMENT 090

Goals

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

Objectives

1. To beautify, maintain and improve the cemeteries.

CEMETERY PERPETUAL CARE

FUND 07 | DEPARTMENT 090

**BUDGET
SUMMARY**

Category	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
Cemetery Perpetual Care	22,085	20,709	18,842
Total	\$1,621	\$20,709	\$18,842

**PERSONNEL
SUMMARY**

Departmental Position:	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
**The administrative duties are performed by the Finance Department personnel and landscaping and maintenance is performed by the Parks and Cemetery Maintenance Department.				
Total	0.00	0.00	0.00	0.00

SPECIAL REVENUE FUND

FUND 08 | DEPARTMENTS:

- 08022350 - AMERICAN RESCUE PLAN ACT (ARPA)
- 08022010 - SMOKE ALARMS
- 08022030 - DEA TASK FORCE
- 08022040 - EMERGENCY MANAGEMENT GRANT
- 08022190 - POLICE DISCRETIONARY
- 08022210 - 911 MAINTENANCE
- 08032200 - TRANSPORTATION IMPACT FEES
- 08022220 - DOJ PROTECTIVE VESET
- 08022330 - MENTAL HEALTH PROGRAM
- 08022340 - JAG GRANTS
- 08022360 - ICE-HIS
- 08032200 - TRANSPORTATION FEES
- 08022310 - DONATION EXPENSE
- 08042160 - SIDEWALK IMPROVEMENTS
- 08042140 - CDBG ENTITLEMENT
- 08042320 - ANIMAL SHELTER
- 08052070 - BALL ASSOCIATION PARK IMPROVEMENTS
- 08052170 - NEIGHBORHOOD PARK DEVELOPMENT
- 08052180 - HOTEL/MOTEL TAX

SPECIAL REVENUE FUND BUDGET SUMMARY

Organization	Category	Budgeted
08012350	American Rescue Plan Act (ARPA)	5,805,309
08022010	Smoke Alarms	3,000
08022030	DEA Task Force	3,500
08022040	Emergency Management Grant	25,000
08022190	Police Discretionary	110,000
08022190	911 Maintenance	134,362
08022220	DOJ Protective Vest	3,000
08022330	Mental Health Program	4,000
08022340	JAG Grants	9,600
08022360	ICE-HIS	3,500
08032200	Transportation Impact Fees	712,629
08022310	Donation Expense	3,000
08042160	Sidewalk Improvements	3,000
08042140	CDBG Entitlement	956,131
08042320	Animal Shelter	53,527
08052070	Ball Association Improvements	16,800
08052170	Neighborhood Park Development	17,000
08052180	Hotel/ Motel Tax	564,250
	Total	\$8,427,608

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, 2021

FYE	General Obligation Bonds	Revenue Bonds	Judgments Notes Loans/Leases	Total Debt
2001	6,600,000	18,305,000	4,211,780	29,116,780
2002	6,000,000	15,135,000	8,208,294	29,343,294
2003	13,270,000	7,605,000	9,948,265	30,823,265
2004	12,670,000	5,505,000	10,047,642	28,222,642
2005	11,200,000	3,325,000	9,010,000	23,535,000
2006	10,600,000	1,055,000	6,084,164	17,739,164
2007	9,000,000	0	24,363,370	33,363,370
2008	7,400,000	0	20,373,524	27,773,524
2009	13,200,000	0	17,732,133	30,932,133
2010	18,525,000	0	30,953,943	49,478,943
2011	16,925,000	0	36,911,935	53,836,935
2012	14,925,000	0	56,436,695	71,361,695
2013	22,925,000	0	63,547,354	86,472,354
2014	29,075,000	0	75,309,851	104,384,851
2015	30,015,000	0	73,663,804	103,678,804
2016	34,685,000	0	67,331,178	102,016,178
2017	38,070,000	0	60,380,408	98,725,408
2018	37,030,000	0	58,662,455	95,692,455
2019	39,705,000	0	67,776,540	107,481,540
2020	35,855,000	0	62,694,794	98,549,794
2021	48,475,000	0	71,076,315	119,551,315

Prepared by: B. Koehn

DEBTSERVICE

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

Goals

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

Objectives

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

	Actual FY 19-20	Estimated FY 20-21	Projected FY 21-22
BUDGET SUMMARY			
Category			
2013B Park GO Bonds	625,850	617,513	608,025
2014 Park GO Bonds	945,494	936,625	906,719
2015 Park GO Bonds	429,625	424,000	418,375
2015B Parks GO Bonds	623,525	618,175	607,475
2016 Park GO Bonds	297,006	291,906	286,806
2016B Bridge GO I-35 Bridge	526,625	518,750	509,750
2017 GO 34th Street Bridge	299,510	294,510	289,510
2018 GO 34th Street Bridge	2,106,550	0	0
2019 GO 4th Street Underpass	1,210,313	1,191,312	1,134,313
2020 GO 4th Street Underpass	0	2,152,750	0
2021 GO 4th Street Underpass	0	0	2,646,250
2022 GO Streets/Animal Shelter	0	0	125,800
Total	\$7,064,498	\$7,045,541	\$7,533,023

URBAN RENEWAL AUTHORITY

FUND 10 | DEPARTMENT:

53225 - Cleveland Heights Project

URBAN RENEWAL AUTHORITY

FUND 10 | DEPARTMENT 53225

Goals

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

Objectives

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

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
BUDGET SUMMARY			
Category			
Cleveland Heights Project	44,241	300,000	1,062,960
Total	\$44,241	\$300,000	\$1,062,960

1/8 CENT SALES TAX FUND

FUND II | DEPARTMENTS:

53075 - Water System Improvements

53080 - Stormwater Improvements

53085 - Drainage Improvements

1/8 CENT SALES TAX FUND

FUND 11 | DEPARTMENT 53075, 53080, 53085

Goals

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

Objectives

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

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
BUDGET SUMMARY			
Category			
Water System Improvements	0	1,191,124	1,787,393
Stormwater Systems	223,549	365,000	0
Drainage Improvements	0	559,530	547,030
Total	\$223,549	\$2,115,654	\$2,334,423

DEDICATED SALES TAX

FUND 12 | DEPARTMENTS:

PUBLIC SAFETY

RESIDENTIAL STREETS

DEDICATED SALESTAX

FUND 12 | DEPARTMENTS 580 AND 582

Goals

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

Objectives

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

	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
BUDGET SUMMARY			
Category			
Public Safety	1,346,936	1,659,735	1,709,785
Residential Streets	3,443,319	3,290,507	3,483,558
Total	\$4,790,255	\$4,950,242	\$5,193,343

PARKSALESTAX

FUND 13 | DEPARTMENTS:

GENERAL GOVERNMENT

KIWANIS PARK

PARMELE PARK

LITTLE RIVER PARK

VETERANS MEMORIAL PARK

ARBOR GARDENS

APPLE VALLEY PARK

BUCK THOMAS PARK

FAIRMOORE PARK

CENTRAL PARK

PARK SALES TAX

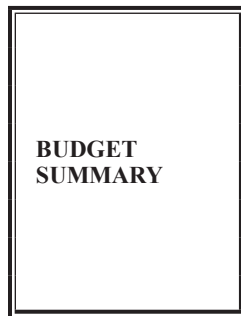
FUND 13 | DEPARTMENTS 035, 565, 603, 604, 606, 608 & 611

Goals

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

Objectives

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



Category	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
General Government	896,808	1,113,363	1,030,482
Public Works	0	352,307	338,348
Veterans Memorial Park	41,010	800,000	80,069
Buck Thomas Park	3,286	445,481	0
Central Park	43,842	700,000	2,062,806
Old Town Park	550	499,237	184,919
Total	\$985,496	\$3,930,388	\$3,696,624

CDBG-DR HUD

FUND 15 | DEPARTMENTS:

ADMINISTRATION

DR

HOUSING

INFRASTRUCTURE

PUBLIC FACILITIES

RESILIENCY

PLANNING

CDBG-DR HUD FUND 15

Goals

1. Administer federal funds received from the U.S. Department of Housing and Urban Development (HUD) for disaster recovery;
 2. Plan and oversee disaster recovery projects.
-

Objectives

1. Accurate accounting of grant funds.

CDBG-DR HUD

FUND 15

**BUDGET
SUMMARY**

Category	Actual FY 20-21	Estimated FY 21-22	Proposed FY 22-23
Administration	162,451	181,136	128,700
Housing	0	2,081,678	2,081,678
Streets Infrastructure	474,189	250,975	0
PW Infrastructure	0	0	907,591
Total	\$636,640	\$2,513,789	\$3,117,969

**PERSONNEL
SUMMARY**

Departmental Position:	Prior Year FY 20-21	Current Year Budgeted FY 21-22	Current Year Estimated FY 21-22	Budget Year FY 22-23
Project - Grants Manager	1.00	1.00	1.00	1.00
Accountant II	1.00	0.00	0.00	0.50
Compliance Specialist	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Total	4.00	3.00	3.00	3.50

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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