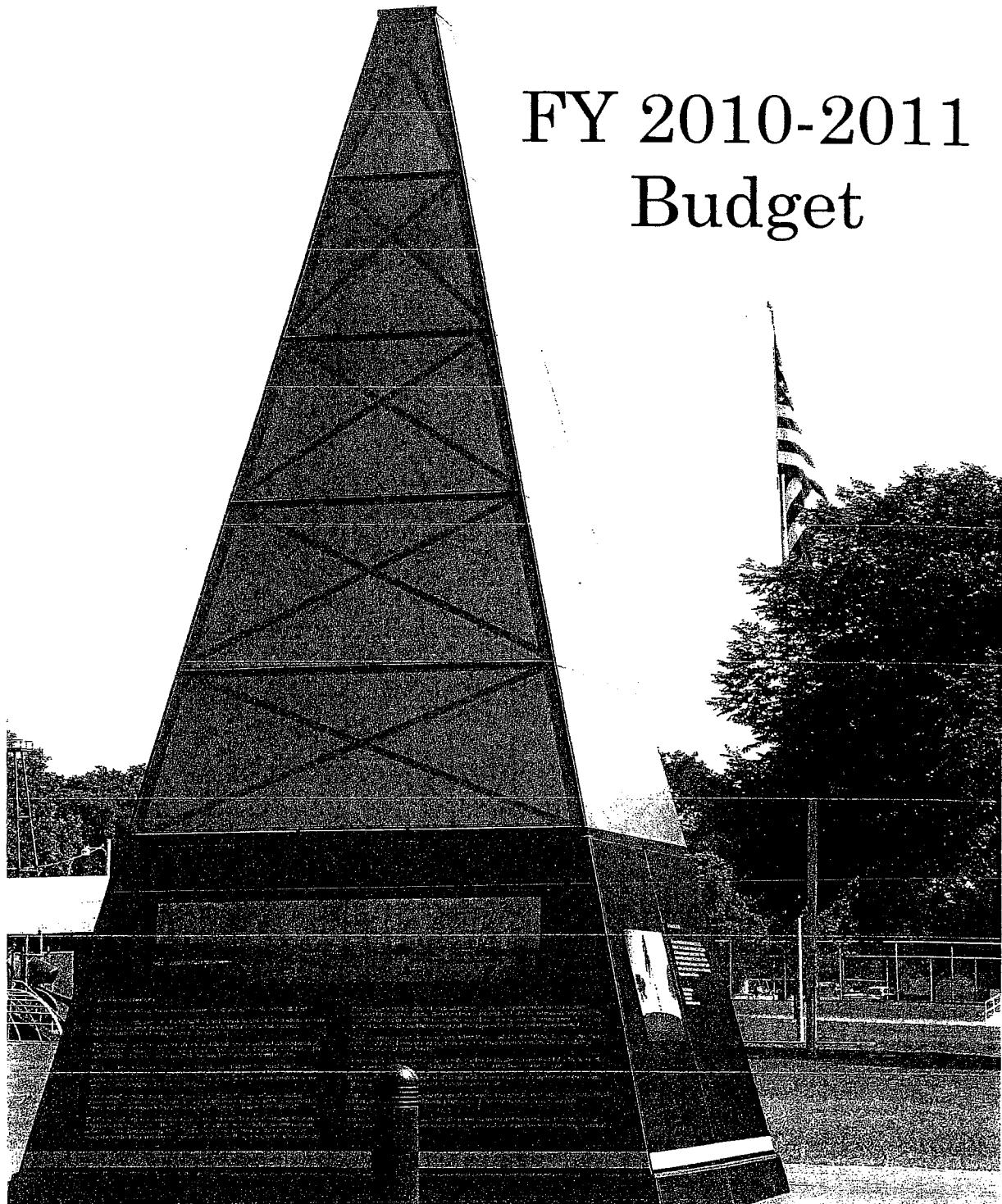


City Of Glenpool

Creating Opportunity

FY 2010-2011
Budget



City Of
Glenpool
Creating Opportunity

June 11, 2010

Dear Mayor and Council:

The Proposed Budget for fiscal year 2010-2011 is submitted for your consideration. The recommendations contained in this budget are the result of our long-range planning process. This includes the City's capital improvement plan, the results of the Budget Workshop, and input from Management, Department Heads, and Citizens.

The budget as presented is a balanced budget and is in compliance with the various state laws governing such. A public hearing was held on June 7, 2010 at 10:00. There was no public in attendance. The minutes of the meeting are included.

This budget includes funding to continue street improvements; park improvements such as: gazebos for Black Gold Park and a second splash pad for Kendalwood North Park; sewer system improvements; another reduction in water and sewer rates; and pay raises for union and non-union employees. There are no additional positions included in the budget for FY2010-2011. I believe it is because of our exemplary employees that this City has been able to move forward and accomplish great things in spite of the national economic problems and current staffing levels that fall below the average employee per citizen ratio of other Oklahoma and Tulsa Metro municipalities. They have risen to the challenge and created a city that stands ready to "CREATE OPPORTUNITY" for both our citizens and the business community.

I am proud of the professional manner in which city staff assisted with the preparation of this budget, and I commend each of them. They have once again developed a cohesive and exhaustive balance budget plan to continue moving this city forward and preparing it for even greater things in the future. We stand ready to assist you in any way possible as we move to adopt this budget for Fiscal Year 2010-2011.

Creating Opportunity,



Ed Tinker

City Manager

City of Glenpool

**GLENPOOL CITY COUNCIL
PUBLIC HEARING
MINUTES**

The annual Public Hearing for the City of Glenpool, Glenpool Utility Services Authority, and Glenpool Industrial Authority proposed budgets was held at 10:00 a.m. on Monday, June 07, 2010, at the Glenpool Public Safety Building, Phil Frazier Courtroom, 14536 South Elwood Ave., Glenpool, Oklahoma.

Staff Present: Ed Tinker, City Manager; David Tillotson, Assistant City Manager; Tama Cole, Finance Director; and Dennis Waller, Chief of Police.

Public Present: None

Minutes: Ed Tinker opened the public hearing at 10:00 a.m. and read the Fiscal Year 2010-2011 proposed revenues and expenditures for each fund of the City of Glenpool, Glenpool Utility Services Authority, and Glenpool Industrial Authority proposed budgets. Comments were solicited from those in attendance. No public comments were heard. Ed Tinker closed the public hearing at 10:15 a.m.



Ed Tinker, City Manager

Date: June 7, 2010

Attest:



David Tillotson, Acting Clerk

CITY REVENUE	2008-2009 ACTUAL	2009-2010 BUDGET	2009-2010 PROJECTED YEAR END	2010-2011 BUDGET
SALES TAX	3,454,244.00	4,617,601.00	3,896,774.00	3,896,774.00
DEDICATED TAX	1,453,984.00	1,481,510.00	1,298,920.00	1,298,920.00
USE TAX	161,801.00	200,000.00	98,483.00	180,000.00
EXCISE TAX	16,918.00	20,000.00	19,000.00	19,000.00
CIGARETTE TAX	66,664.00	60,000.00	71,065.00	80,000.00
AD VALOREM TAX	168,145.00	188,000.00	170,000.00	180,000.00
ALCOHOLIC BEVERAGE TAX	14,655.00	14,000.00	13,000.00	13,000.00
COMMERCIAL VEHICLE TAX	57,966.00	58,000.00	57,637.00	60,000.00
LODGING TAX	44,605.00	58,000.00	40,664.00	70,000.00
FRANCHISE TAX	380,706.00	335,000.00	400,000.00	400,000.00
TOTAL TAXES	5,819,688.00	7,032,111.00	6,065,543.00	6,197,694.00
SOLICITORS LICENSE	263.00	500.00	300.00	300.00
BUILDING PERMITS	28,090.00	25,000.00	24,000.00	30,000.00
OCCUPATION TAX/ALC BEV LICENSE	2,430.00	3,000.00	2,000.00	2,000.00
PLUMBING LICENSE	6,385.00	4,000.00	5,106.00	5,100.00
ELECTRICAL LICENSE	4,665.00	4,000.00	4,060.00	4,100.00
MECHANICAL LICENSE	4,840.00	3,500.00	4,847.00	5,000.00
PET LICENSE	181.00	150.00	359.00	360.00
DEVELOPMENT FEES	28,295.00	35,000.00	32,709.00	35,000.00
ASSESSMENT LETTERS	4,495.00	4,000.00	4,746.00	5,000.00
FIREWORKS PERMITS	1,270.00	-	3,320.00	3,500.00
SIGN PERMITS		-	226.00	450.00
TOTAL LICENSES	80,914.00	79,150.00	81,673.00	90,810.00
ZONING FEES	4,670.00	5,000.00	4,200.00	5,000.00
INSPECTION FEES	35,347.00	33,000.00	35,175.00	40,000.00
DOG POUND	4,338.00	3,000.00	3,088.00	3,100.00
POLICE REPORTS	1,230.00	1,000.00	700.00	700.00
TOTAL CHARGES FOR SERVICES	45,585.00	42,000.00	43,163.00	48,800.00
FIRE DEPT GRANT	5,100.00	5,100.00	5,100.00	5,100.00
TOTAL FIRE DEPT GRANT	5,100.00	5,100.00	5,100.00	5,100.00
MUNICIPAL COURT	247,463.00	240,000.00	230,000.00	260,000.00
SRO CONTRACT	29,498.00	15,500.00	15,500.00	29,498.00
DEA OT REIMBURSEMENT	16,642.00	25,000.00	15,000.00	15,000.00
FEDERAL FORFEITURES	7,058.00	-	-	-
TOTAL FINES & FORFEITURES	300,661.00	280,500.00	260,500.00	304,498.00
INTEREST INCOME	636.00	1,500.00	1,469.00	1,500.00
INSURANCE REFUNDS	21,920.00	20,000.00	27,143.00	20,000.00
MISCELLANEOUS	22,657.00	7,000.00	7,000.00	7,000.00
SALE OF ASSETS	28,079.00			45,000.00
E 911 FEES	81,196.00	65,000.00	67,504.00	68,000.00
RENTAL INCOME	18,976.00	20,000.00	20,000.00	30,000.00
TOTAL MISCELLANEOUS	173,464.00	113,500.00	123,116.00	171,500.00
Total before Transfers & Fund Balance	6,425,412.00	7,552,361.00	6,579,095.00	6,818,402.00
TRANSFER FROM GUSA	-	200,000.00	200,000.00	200,000.00
TRANSFER FROM INDUSTRIAL AUTH				32,466.00
TRANSFER FROM GEMS	-	10,000.00	10,000.00	35,000.00
TOTAL TRANSFERS	-	210,000.00	210,000.00	267,466.00
FUND BALANCE			440,000.00	946,833.00
TOTAL REVENUE	6,425,412.00	7,762,361.00	7,229,095.00	8,032,701.00

CITY EXPENSE SUMMARY	2008-2009 ACTUAL	2009-2010 BUDGET	2009-2010 PROJECTED YEAR END	2010-2011 BUDGET
GENERAL GOVT	2,899,592.00	3,769,306.00	3,447,589.00	3,952,629.00
POLICE	1,556,570.00	1,562,957.00	1,537,403.00	1,638,119.00
FIRE	1,018,695.00	1,122,451.00	1,086,619.00	1,133,994.00
EMERGENCY MGT	20,354.00	25,900.00	9,114.00	32,500.00
COMMUNITY DEVELOPMENT	302,780.00	317,079.00	316,647.00	401,955.00
GEN GOVT ADMIN	312,422.00	451,547.00	448,726.00	499,474.00
STREETS & PARKS	494,816.00	513,121.00	378,935.00	374,030.00
TOTAL GENERAL FUND	6,605,229.00	7,762,361.00	7,225,033.00	8,032,701.00

GENERAL GOVERNMENT	2008-2009 ACTUAL	2009-2010 BUDGET	2009-2010 PROJECTED YEAR END	2010-2011 BUDGET
TOTAL PERSONAL SERVICES & BENEFITS	115,848.00	277,372.00	272,869.00	331,106.00
TOTAL SUPPLIES	104,291.00	113,000.00	103,983.00	113,000.00
TOTAL OTHER SERVICES & CHARGES	270,566.00	353,075.00	351,123.00	362,675.00
TOTAL TRAVEL & TRAINING	11,661.00	10,000.00	6,500.00	10,000.00
TOTAL REPAIRS & MAINTENANCE	22,612.00	32,500.00	13,857.00	32,500.00
TOTAL MISCELLANEOUS	6,936.00	6,500.00	6,500.00	6,500.00
TOTAL CAPITAL	2,367,678.00	2,976,859.00	2,692,757.00	2,150,015.00
FUND BALANCE TRANSFER TO CAPITAL				946,833.00
GENERAL GOVERNMENT TOTAL	2,899,592.00	3,769,306.00	3,447,589.00	3,952,629.00

Department Description

This department is responsible for recording City Council meeting minutes, publication of legal notices, regulations of bid openings, preparation of reports and specific elections. It is also responsible for the receipt, custody, safekeeping deposits and investment disbursements of City revenues, and maintains the general ledger accounting system. Care and maintenance of buildings is also included in this department.

STAFF

City Clerk
Finance Director
HR Director
Finance Asst/PR Clerk
2 Clerical Positions
Janitor

CAPITAL

To Sinking Fund - Property Taxes
To Debt Serv - 2001A Bond from 4th penn
To Capital - Lease and Bond Payments
To Capital - 4th penny tax less BOK payme

POLICE DEPARTMENT	2008-2009 ACTUAL	2009-2010 BUDGET	2009-2010 PROJECTED YEAR END	2010-2011 BUDGET
TOTAL PERSONAL SERVICES & BENEFITS	1,347,710.00	1,434,697.00	1,429,348.00	1,505,419.00
TOTAL SUPPLIES	142,033.00	34,700.00	33,000.00	34,000.00
TOTAL OTHER SERVICES & CHARGES	32,052.00	58,060.00	45,819.00	66,500.00
TOTAL TRAVEL & TRAINING	8,005.00	5,300.00	4,169.00	7,000.00
TOTAL REPAIRS & MAINTENANCE	26,755.00	30,000.00	25,000.00	25,000.00
TOTAL MISCELLANEOUS	15.00	200.00	67.00	200.00
TOTAL CAPITAL	-		-	-
POLICE DEPARTMENT TOTAL	1,556,570.00	1,562,957.00	1,537,403.00	1,638,119.00

Department Description

Promotes and preserves safety and welfare of the public; maintains social order within carefully prescribed ethical and constitutional restrictions by prevention and repression of crime, apprehension of offenders, recovery of property, regulation on non-criminal conduct, and performance of miscellaneous services.

STAFF

Police Chief
 Asst Police Chief
 16 Police Officers
 Dispatch Supervisor
 7 Dispatchers
 1 Part-time Dispatcher
 Baliff
 1 Animal Control Officer
 1 Part-Time Animal Control

FIRE	2008-2009 ACTUAL	2009-2010 BUDGET	2009-2010 PROJECTED YEAR END	2010-2011 BUDGET
TOTAL PERSONAL SERV & BENEFITS	964,634.00	1,059,951.00	1,029,637.00	1,037,494.00
TOTAL SUPPLIES	19,172.00	23,800.00	23,419.00	27,000.00
TOTAL SERVICES	2,902.00	4,000.00	1,745.00	14,000.00
TOTAL TRAVEL & TRAINING	5,821.00	11,700.00	9,153.00	25,000.00
TOTAL REPAIRS & MAINTENANCE	24,822.00	20,500.00	20,500.00	28,000.00
TOTAL MISCELLANEOUS	1,344.00	2,500.00	2,165.00	2,500.00
FIRE DEPARTMENT TOTAL	1,018,695.00	1,122,451.00	1,086,619.00	1,133,994.00

Department Description

This department is to provide professional services to the community in order to minimize loss of life and property through public education, fire prevention and suppression.

STAFF

Fire Chief
Training Officer
12 Firefighters
18 Volunteer Firefighters
2 Volunteer First Responders

EMERGENCY MGT	2008-2009 ACTUAL	2009-2010 BUDGET	2009-2010 PROJECTED YEAR END	2010-2011 BUDGET
TOTAL SUPPLIES	1,106.00	4,200.00	3,521.00	5,000.00
TOTAL REPAIRS & MAINTENANCE	19,248.00	21,700.00	5,593.00	27,500.00
EMERGENCY MGT TOTAL	20,354.00	25,900.00	9,114.00	32,500.00

Department Description

This department is responsible for the emergency operations of the City.

COMMUNITY DEVELOPMENT	2008-2009 ACTUAL	2009-2010 BUDGET	2009-2010 PROJECTED YEAR END	2010-2011 BUDGET
TOTAL PERSONAL SERV & BENEFITS	271,486.00	264,335.00	264,335.00	351,455.00
TOTAL SUPPLIES	5,578.00	7,100.00	7,058.00	7,500.00
TOTAL OTHER SERVICE & CHARGES	18,196.00	36,644.00	36,387.00	34,000.00
TOTAL TRAVEL & TRAINING	2,901.00	4,000.00	3,867.00	4,000.00
TOTAL MISCELLANEOUS	4,619.00	5,000.00	5,000.00	5,000.00
COMMUNITY DEVELOPMENT TOTAL	302,780.00	317,079.00	316,647.00	401,955.00

Department Description

This department is responsible for community development and numerous building, housing, property maintenance, electrical and plumbing codes. Also issues all City licenses and permits.

STAFF

C.D. Director
City Planner
2 Building & Code Inspectors
Engineering & Mapping Tech
Code Enforcement Officer
Administrative Assistant

GENERAL GOVT ADMINISTRATION	2008-2009 ACTUAL	2009-2010 BUDGET	2009-2010 PROJECTED YEAR END	2010-2011 BUDGET
TOTAL PERSONAL SERV & BENEFITS	306,494.00	445,047.00	445,047.00	492,974.00
TOTAL TRAVEL & TRAINING	3,877.00	4,000.00	2,649.00	4,000.00
TOTAL MISCELLANEOUS	2,051.00	2,500.00	1,030.00	2,500.00
GEN GOVT ADMIN TOTAL	312,422.00	451,547.00	448,726.00	499,474.00

Department Description

This budget represents all expenses directly related to the City Manager and the Assistant City Manager's office as the Chief Executive Office of the City. It includes legal representation of the City and prosecution of the City's position in Municipal Court. Community Relations' expenses are also included in this budget.

STAFF

City Manager
Assistant City Manager
Community Relations Director
CR Intern - One Month
Administrative Clerical
Attorney

STREETS AND PARKS	2008-2009 ACTUAL	2009-2010 BUDGET	2009-2010 PROJECTED YEAR END	2010-2011 BUDGET
TOTAL PERSONAL SERV & BENEFITS	195,350.00	324,781.00	252,298.00	180,530.00
TOTAL SUPPLIES	44,959.00	51,500.00	41,065.00	51,500.00
TOTAL SERVICES	251,020.00	121,840.00	76,906.00	129,500.00
TOTAL TRAVEL & TRAINING	-	5,000.00	40.00	2,500.00
TOTAL REPAIRS & MAINTENANCE	3,487.00	10,000.00	8,626.00	10,000.00
STREETS AND PARKS TOTAL	494,816.00	513,121.00	378,935.00	374,030.00

Department Description

The function of this department is the maintenance of City streets, park facilities, equipment, and grounds.

STAFF

Street & Park Supervisor
3 Street & Park Employees

GUSA REVENUE BUDGET	2008-2009 ACTUAL	2009-2010 BUDGET	2009-2010 PROJECTED YEAR END	2010-2011 BUDGET
WATER SALES	1,536,422.00	1,691,049.00	1,750,929.00	1,818,000.00
SEWER FEES	707,296.00	662,943.00	662,246.00	715,000.00
REFUSE FEES	464,168.00	500,000.00	441,924.00	575,000.00
SOLID WASTE MGMT FEES	14,299.00	16,000.00	13,483.00	16,000.00
STORM WATER MGMT FEES	81,064.00	81,640.00	76,932.00	82,700.00
WATER/WASTEWATER FEES	13,073.00	12,917.00	12,332.00	13,000.00
DELINQUENT FEES	88,878.00	82,800.00	72,930.00	82,800.00
CONNECT/TRANSFER FEES	7,130.00	5,408.00	5,408.00	5,500.00
RECONNECT FEES	23,082.00	22,440.00	22,440.00	22,440.00
WATER TAPS	113,053.00	130,692.00	113,304.00	130,700.00
SEWER TAPS	26,525.00	40,560.00	26,357.00	40,560.00
TOTAL SERVICES	3,074,990.00	3,246,449.00	3,198,285.00	3,501,700.00
FEMA	7,421.00	-	7,421.00	-
TOTAL GRANTS	7,421.00	-	7,421.00	-
INTEREST INCOME	110,666.00	2,600.00	2,600.00	2,600.00
INTEREST - CD	5,442.00	2,900.00	2,900.00	2,900.00
INTEREST - BOK	-	-	3,000.00	3,000.00
INTEREST - SPIRIT	-	-	6,727.00	12,000.00
REFUNDS	25,485.00	50,000.00	31,452.00	30,000.00
RETURN CHECK FEES	75.00	-	2,420.00	2,500.00
COPIES	-	-	168.00	170.00
MISCELLANEOUS	3,654.00	4,000.00	1,059.00	4,000.00
MISCELLANEOUS REVENUES	145,322.00	59,500.00	50,326.00	57,170.00
Total before Bonds & Fund Balance	3,227,733.00	3,305,949.00	3,256,032.00	3,558,870.00
BOND PROCEEDS & INTEREST	2,215,422.00			6,899,520.00
FUND BALANCE				3,039,840.00
TOTAL REVENUE	5,443,155.00	3,305,949.00	3,256,032.00	13,498,230.00

GUSA EXPENSE SUMMARY	2008-2009 ACTUAL	2009-2010 BUDGET	2009-2010 PROJECTED YEAR END	2010-2011 BUDGET
WATER/SEWER	6,123,874.00	2,770,711.00	2,654,983.00	12,959,585.00
REFUSE	465,367.00	475,000.00	475,000.00	475,000.00
STORM WATER	44,263.00	60,238.00	47,148.00	63,645.00
GUSA TOTAL	6,633,504.00	3,305,949.00	3,177,131.00	13,498,230.00

WATER/SEWER DEPARTMENT	2008-2009 ACTUAL	2009-2010 BUDGET	2009-2010 PROJECTED YEAR END	2010-2011 BUDGET
TOTAL PERSONAL SERV & BENEFITS	572,480.00	601,919.00	547,204.00	626,150.00
TOTAL SUPPLIES	151,735.00	205,000.00	179,553.00	182,600.00
TOTAL SERVICES	2,160,891.00	1,271,500.00	1,239,859.00	1,568,550.00
TOTAL TRAVEL & TRAINING	7,690.00	10,000.00	6,075.00	7,500.00
TOTAL REPAIRS & MAINTENANCE	12,334.00	12,000.00	12,000.00	12,000.00
TOTAL CAPITAL & TRANSFERS	3,218,744.00	670,292.00	670,292.00	631,000.00
FUND BALANCE TRANSFER TO CAPITAL BOND PROCEEDS & INT TRANSFER TO GIA				3,032,265.00 6,899,520.00
WATER/SEWER TOTAL	6,123,874.00	2,770,711.00	2,654,983.00	12,959,585.00

REFUSE DEPARTMENT	2008-2009 ACTUAL	2009-2010 BUDGET	2009-2010 PROJECTED YEAR END	2010-2011 BUDGET
TOTAL SERVICES	451,320.00	460,000.00	460,000.00	460,000.00
TOTAL MISCELLANEOUS	14,047.00	15,000.00	15,000.00	15,000.00
REFUSE TOTAL	465,367.00	475,000.00	475,000.00	475,000.00

STORM WATER	2008-2009 ACTUAL	2009-2010 BUDGET	2009-2010 PROJECTED YEAR END	2010-2011 BUDGET
TOTAL PERSONAL SERV & BENEFITS	44,263.00	47,738.00	47,016.00	51,145.00
TOTAL SUPPLIES	-	3,500.00	132.00	3,500.00
TOTAL SERVICES	-	7,500.00	-	7,500.00
TOTAL REPAIRS		1,500.00	-	1,500.00
STORM WATER TOTAL	44,263.00	60,238.00	47,148.00	63,645.00

Department Description

These departments are responsible for billing and collection of the City's water, sewer and garbage accounts and maintenance of the water distribution system, sewage collection system, and the storm water drainage system. Some construction may be required to fix major breaks, continual stoppage and to construct new water and sewer lines.

STAFF

Utility Billing Supervisor/Court Clerk
Asst. Billing Supervisor
3 Billing Clerks
Public Works Supervisor
Water/Sewer Supervisor
5 Public Works Employees
1 Meter Reader
1 Storm Water Employee

TRANSFERS

To Debt Service - Bond Pymt
To Capital - Bond Pymts

GLENPOOL INDUSTRIAL AUTHORITY	2008-2009 ACTUAL	2009-2010 BUDGET	2009-2010 PROJECTED YEAR END	2010-2011 BUDGET
REVENUE				
BOND PROCEEDS				
PRIOR YEAR CARRYOVER	1,616,750.00	15,000,000.00	8,185,480.00	6,814,520.00
INTEREST	72,700.00	85,000.00	85,000.00	85,000.00
SALE OF FIRE DEPARTMENT	33,600.00	33,600.00	33,600.00	33,600.00
FUND BALANCE	73,537.00	73,537.00	107,137.00	107,137.00
TOTAL REVENUE	1,796,587.00	15,192,137.00	8,411,217.00	7,040,257.00
EXPENSES				
LAND ACQUISITION	1,409,850.00	1,000,000.00	1,000,000.00	
LEGAL FEES	75,000.00	75,000.00	75,000.00	
MARKETING	100,000.00	100,000.00	100,000.00	
CONSTRUCTION	138,200.00	14,117,467.00	7,236,217.00	6,959,520.00
TRANSFER TO GENERAL FUND				33,600.00
FUND BALANCE				47,137.00
TOTAL EXPENSES	1,723,050.00	15,292,467.00	8,411,217.00	7,040,257.00

CAPITAL BUDGET 2010-2011			
FUND BALANCE - CITY			946,833.00
FUND BALANCE - GUSA			3,032,265.00
Total Fund Balance - Projections			3,979,098.00
REVENUE			
TRANSFER FROM CITY - DEDICATED TAX 4TH CENT (Less BOK Pymt)		963,000.00	
GRANT - VEHICLES		60,000.00	
TRANSFER FROM CITY		636,015.00	
TRANSFER FROM GUSA		62,099.00	
TOTAL REVENUE		1,721,114.00	
EXPENSES			
2007A BOND PAYMENT		271,000.00	
2008 BOND PAYMENT		400,000.00	
2008A BOND PAYMENT		360,000.00	
2009 BOND PAYMENT		74,000.00	
OWRB BOND PAYMENT		15,000.00	
OKDOT PAYMENT		2,400.00	
DEPARTMENT OF COMMERCE		13,334.00	
LEASE PAYMENTS		45,880.00	
SOFTWARE & MAINTENANCE		130,000.00	
CONSULTANT		72,000.00	
VEHICLES - GRANT		132,000.00	
CAPITAL - ADMIN		166,500.00	
CAPITAL - PARKS MAINTENANCE		50,000.00	
CAPITAL - PARKS GAZEBO		25,000.00	
CAPITAL - PARKS SPLASH PAD		70,000.00	
CAPITAL - STREETS REPAIRS		150,000.00	
CAPITAL - WATER/SEWER - WATER LINE		120,000.00	
CAPITAL - WATER/SEWER - LIFT STATION REPAIRS		113,000.00	
TOTAL EXPENSES		2,210,114.00	
Revenue over Expenses			(489,000.00)
Ending Year Fund Balance			3,490,098.00