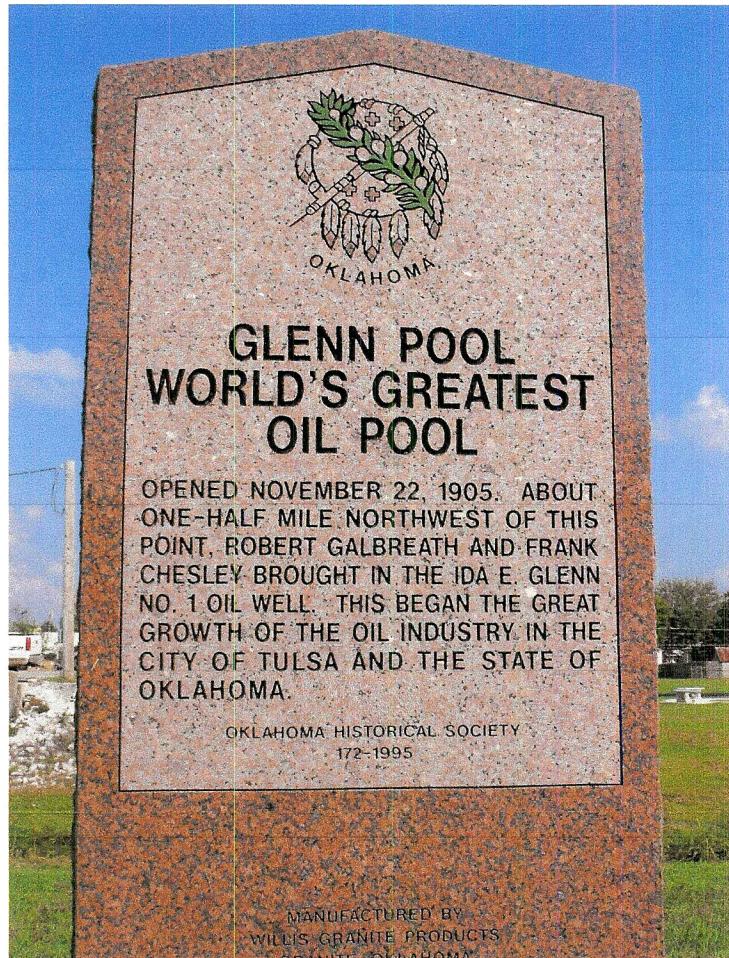




FY 2012-2013 Budget Presentation



City Of
Glenpool
Creating Opportunity

June 1, 2012

Dear Mayor and Council:

The Proposed Budget for fiscal year 2012-2013 is submitted for your consideration. The recommendations contained in this budget are the result of our long-range planning process, including 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 May 31, 2012 at 6:00 PM. There was one member of the public in attendance and no comments were received.

This budget includes funding to continue our street improvement program, as well as sewer system improvements and pay raises for union and non-union employees. Additionally, this budget contains an increase in staff of 1.5 FTE.

Glenpool continues to experience both population and economic growth, and is poised for tremendous growth in the next several years. I believe we have a staff that is prepared for the growth and the challenges it will bring, even though our current staffing levels continue to trend far below the average employee per citizen ratio of other Oklahoma and Tulsa Metro municipalities. Glenpool's employees have accepted the challenges I have placed before them, as well as the challenges encountered during this difficult national economy and far exceeded my expectations. I firmly believe we have one of the best staffs in the Tulsa Metro.

I am also 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 balanced 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 2012-2013.

Creating Opportunity,



Ed Tinker
City Manager
City of Glenpool

General Fund

GENERAL FUND REVENUE	2010-2011 ACTUAL	2011-2012 REVISED BUDGET	2011-2012 PROJECTED YEAR END	2012-2013 BUDGET
SALES TAX	3,937,459.70	4,088,231.00	4,154,394.75	4,292,643.00
DEDICATED TAX	1,302,199.33	1,362,744.00	1,384,798.27	1,430,881.00
USE TAX	117,219.91	150,000.00	100,276.28	100,000.00
EXCISE TAX	19,373.30	19,470.00	20,719.79	20,000.00
CIGARETTE TAX	76,262.48	75,833.00	81,137.72	85,000.00
AD VALOREM TAX	15,028.57	5,000.00	2,624.63	2,000.00
ALCOHOLIC BEVERAGE TAX	14,361.15	18,236.00	17,038.07	18,000.00
COMMERCIAL VEHICLE TAX	59,248.25	52,891.00	71,075.96	75,000.00
LODGING TAX	74,622.59	75,000.00	83,967.43	85,000.00
FRANCHISE TAX	440,184.75	420,000.00	435,328.56	440,000.00
TOTAL TAXES	6,055,960.03	6,267,405.00	6,351,361.44	6,548,524.00
SOLICITORS LICENSE	525.00	630.00	230.00	250.00
BUILDING PERMITS	23,422.03	30,000.00	23,250.00	85,000.00
OCCUPATION TAX/ALC BEV LICENSE	4,580.00	3,000.00	15.00	3,000.00
PLUMBING LICENSE	5,390.00	5,000.00	4,800.00	5,000.00
ELECTRICAL LICENSE	6,555.00	6,500.00	7,400.00	6,500.00
MECHANICAL LICENSE	4,840.00	5,000.00	3,500.00	3,000.00
PET LICENSE	888.75	879.00	700.00	750.00
DEVELOPMENT FEES	30,567.20	38,000.00	17,500.00	23,330.00
ASSESSMENT LETTERS	3,000.00	5,000.00	3,200.00	3,000.00
FIREWORKS PERMITS	5,375.00	5,000.00	4,565.00	5,000.00
SIGN PERMITS	100.00	120.00	-	120.00
STATE PERMIT FEES	18.50	50.00	45.00	50.00
TOTAL LICENSES	85,261.48	99,179.00	65,205.00	135,000.00
ZONING FEES	3,632.89	5,000.00	3,850.00	5,000.00
INSPECTION FEES	32,558.17	40,000.00	45,000.00	40,000.00
01-00-5024 DOG POUND	7,764.00	7,500.00	7,100.00	6,000.00
01-00-5026 POLICE REPORTS	826.50	700.00	700.00	600.00
TOTAL CHARGES FOR SERVICES	44,781.56	53,200.00	56,650.00	51,600.00
FIRE DEPT GRANT	4,397.72	4,398.00	-	
POLICE DEPT GRANT	12,669.98	-	-	10,000.00
CDBG	-	-	-	-
TOTAL GRANTS	17,067.70	4,398.00	-	10,000.00
MUNICIPAL COURT	280,570.37	260,000.00	400,000.00	400,000.00
SRO CONTRACT	29,498.20	29,498.00	29,498.00	29,498.00
DEA OT REIMBURSEMENT	15,665.39	13,000.00	19,000.00	20,502.00
FEDERAL FORFEITURES	28,301.50	-	8,650.00	-
LOAN PROCEEDS - POLICE CARS	-	261,100.00	-	-
TOTAL FINES & FORFEITURES	354,035.46	563,598.00	457,148.00	450,000.00
INTEREST INCOME	4,672.85	5,000.00	4,300.00	5,000.00
DONATIONS	3,335.00	-	50.00	-
REFUNDS	7,938.67	7,000.00	17,000.00	10,000.00
MISCELLANEOUS	2,532.80	3,000.00	5,000.00	10,000.00
SALE OF ASSETS	86,800.00	-	-	-
E 911 FEES	64,783.22	65,000.00	72,000.00	75,000.00
RENTAL INCOME	20,756.75	43,821.00	46,400.00	50,000.00
TOTAL MISCELLANEOUS	190,819.29	123,821.00	144,750.00	150,000.00
TRANSFER FROM GUSA	200,000.00	205,119.00	205,119.00	205,119.00
TRANSFER FROM INDUSTRIAL AUTH	32,466.00	32,466.00	32,467.00	32,467.00
TRANSFER FROM GEMS	31,907.14	35,000.00	35,000.00	35,000.00
TOTAL TRANSFERS	264,373.14	272,585.00	272,586.00	272,586.00
FUND BALANCE	-	78,000.00		
TOTAL REVENUE	7,012,298.66	7,462,186.00	7,347,700.44	7,617,710.00

GENERAL FUND EXPENSE SUMMARY	2010-2011 ACTUAL	2011-2012 REVISED BUDGET	2011-2012 PROJECTED YEAR END	2012-2013 BUDGET
GENERAL GOVT	3,043,485.13	2,565,490.00	2,588,057.00	2,702,184.00
POLICE	1,606,091.20	2,042,413.00	1,832,368.00	1,996,975.00
FIRE	1,123,586.46	1,163,922.00	1,189,476.00	1,304,988.00
EMERGENCY MGT	11,233.02	38,500.00	23,850.00	38,500.00
COMMUNITY DEVELOPMENT	316,408.19	426,405.00	402,217.00	405,026.00
GEN GOVT ADMIN	466,367.68	480,068.00	492,996.00	522,521.00
STREETS & PARKS	319,057.38	745,387.00	694,137.00	647,516.00
TOTAL GENERAL FUND	6,886,229.06	7,462,185.00	7,223,101.01	7,617,710.00

GENERAL GOVERNMENT CITY CLERK & FINANCE DEPARTMENT	2010-2011 ACTUAL	2011-2012 REVISED BUDGET	2011-2012 PROJECTED YEAR END	2012-2013 BUDGET
TOTAL PERSONAL SERVICES & BENEFITS	310,974.47	336,749.00	361,157.00	412,930.00
TOTAL SUPPLIES	106,612.64	32,701.00	40,000.00	39,500.00
TOTAL OTHER SERVICES & CHARGES	279,068.54	328,500.00	372,000.00	333,574.00
TOTAL TRAVEL & TRAINING	9,539.05	10,400.00	10,400.00	11,000.00
TOTAL REPAIRS & MAINTENANCE	10,725.20	11,866.00	9,300.00	7,500.00
TOTAL MISCELLANEOUS	8,600.62	9,500.00	6,100.00	6,500.00
TOTAL CAPITAL & TRANSFERS	2,317,964.61	1,835,774.00	1,789,100.00	1,891,180.00
GENERAL GOVERNMENT TOTAL	3,043,485.13	2,565,490.00	2,588,057.00	2,702,184.00

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
Conference Center Director
Finance Asst/PR Clerk
Receptionist/AP Clerk
Operations Coordinator
Administrative Asst to City Clerk
2 P/T Conference Center Staff

CAPITAL & TRANSFERS

To Sinking Fund - Property Taxes
To Capital - Lease and Bond Payments
To Capital - 4th penny tax

POLICE DEPARTMENT	2010-2011 ACTUAL	2011-2012 REVISED BUDGET	2011-2012 PROJECTED YEAR END	2012-2013 BUDGET
TOTAL PERSONAL SERVICES & BENEFITS	1,478,479.51	1,602,419.00	1,604,718.00	1,711,782.00
TOTAL SUPPLIES	39,081.16	125,494.00	114,750.00	114,643.00
TOTAL OTHER SERVICES & CHARGES	54,072.64	47,510.00	44,700.00	45,000.00
TOTAL TRAVEL & TRAINING	2,523.30	5,000.00	4,600.00	5,000.00
TOTAL REPAIRS & MAINTENANCE	31,919.59	42,440.00	35,450.00	30,000.00
TOTAL MISCELLANEOUS	15.00	150.00	150.00	150.00
TOTAL CAPITAL - LOAN EXP POLICE CARS	-	219,400.00	28,000.00	90,400.00
POLICE DEPARTMENT TOTAL	1,606,091.20	2,042,413.00	1,832,368.00	1,996,975.00

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

Chief
Assistant Chief
16 Police Officers
Dispatch Supervisor
7 Dispatchers
Baliff
1 Animal Control Officer
1 PT Animal Control Officer

FIRE DEPARTMENT	2010-2011 ACTUAL	2011-2012 REVISED BUDGET	2011-2012 PROJECTED YEAR END	2012-2013 BUDGET
TOTAL PERSONAL SERV & BENEFITS	1,055,524.95	1,066,898.00	1,096,776.00	1,205,688.00
TOTAL SUPPLIES	22,751.74	36,024.00	38,000.00	38,000.00
TOTAL SERVICES	7,322.41	10,000.00	13,000.00	10,000.00
TOTAL TRAVEL & TRAINING	10,802.78	15,500.00	13,750.00	14,000.00
TOTAL REPAIRS & MAINTENANCE	25,510.58	29,000.00	21,700.00	31,000.00
TOTAL MISCELLANEOUS	1,674.00	6,500.00	6,250.00	6,300.00
FIRE DEPARTMENT TOTAL	1,123,586.46	1,163,922.00	1,189,476.00	1,304,988.00

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

Chief
Assistant Chief
13 Firefighters
18 Volunteer Firefighters
4 Volunteer EMS

EMERGENCY MANAGEMENT	2010-2011 ACTUAL	2011-2012 REVISED BUDGET	2011-2012 PROJECTED YEAR END	2012-2013 BUDGET
TOTAL SUPPLIES	373.30	5,500.00	-	5,500.00
TOTAL REPAIRS & MAINTENANCE	10,859.72	33,000.00	23,850.00	33,000.00
EMERGENCY MGT TOTAL	11,233.02	38,500.00	23,850.00	38,500.00

Department Description

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

COMMUNITY DEVELOPMENT	2010-2011 ACTUAL	2011-2012 REVISED BUDGET	2011-2012 PROJECTED YEAR END	2012-2013 BUDGET
TOTAL PERSONAL SERV & BENEFITS	284,022.92	368,152.00	336,517.00	336,326.00
TOTAL SUPPLIES	8,741.13	16,000.00	20,000.00	20,000.00
TOTAL OTHER SERVICE & CHARGES	10,275.99	30,100.00	34,200.00	35,000.00
TOTAL TRAVEL & TRAINING	3,169.65	4,424.00	3,750.00	5,900.00
TOTAL MISCELLANEOUS	10,198.50	7,729.00	7,750.00	7,800.00
COMMUNITY DEVELOPMENT TOTAL	316,408.19	426,405.00	402,217.00	405,026.00

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

Community Development Director
Building & Code Inspector
City Planner
Building Operations Director
Code Enforcement Officer
Administrative Clerk

ADMINISTRATION	2010-2011 ACTUAL	2011-2012 REVISED BUDGET	2011-2012 PROJECTED YEAR END	2012-2013 BUDGET
TOTAL PERSONAL SERV & BENEFITS	460,723.82	469,948.00	481,696.00	511,021.00
TOTAL SUPPLIES	-	4,880.00	5,550.00	5,500.00
TOTAL TRAVEL & TRAINING	3,105.29	3,000.00	3,800.00	4,000.00
TOTAL MISCELLANEOUS	2,538.57	2,240.00	1,950.00	2,000.00
GEN GOVT ADMIN TOTAL	466,367.68	480,068.00	492,996.00	522,521.00

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. Human Resources expenses are also included in this budget.

STAFF

City Manager
Assistant City Manager
City Attorney
Human Resource Director

STREETS AND PARKS	2010-2011 ACTUAL	2011-2012 REVISED BUDGET	2011-2012 PROJECTED YEAR END	2012-2013 BUDGET
TOTAL PERSONAL SERV & BENEFITS	139,671.92	229,499.00	165,387.00	237,666.00
TOTAL SUPPLIES	27,977.69	52,000.00	51,500.00	51,750.00
TOTAL SERVICES	119,695.74	126,255.00	136,950.00	125,000.00
TOTAL TRAVEL & TRAINING	394.62	1,500.00	450.00	1,000.00
TOTAL REPAIRS & MAINTENANCE	31,317.41	336,133.00	339,850.00	232,100.00
STREETS AND PARKS TOTAL	319,057.38	745,387.00	694,137.00	647,516.00

Department Description

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

STAFF

Street & Park Supervisor
4 Street & Park Employees
3 PT Employees for 4 months

Glenpool Utility Service Fund

GLENPOOL UTILITY SERVICES AUTHORITY REVENUE	2010-2011 ACTUAL	2011-2012 REVISED BUDGET	2011-2012 PROJECTED YEAR END	2012-2013 BUDGET
WATER SALES	1,862,053.45	1,762,634.00	1,598,913.95	1,781,604.00
SEWER FEES	714,891.29	739,616.00	744,576.00	740,000.00
REFUSE FEES	499,086.00	525,000.00	507,612.88	500,000.00
SOLID WASTE MGMT FEES	15,457.75	16,000.00	15,604.87	16,000.00
STORM WATER MGMT FEES	88,435.65	88,500.00	89,298.67	88,500.00
WATER/WASTEWATER FEES	12,487.79	13,050.00	7,754.40	13,050.00
DELINQUENT FEES	79,539.26	80,000.00	73,139.91	85,000.00
CONNECT/TRANSFER FEES	5,755.00	5,790.00	6,427.52	6,150.00
RECONNECT FEES	35,620.00	35,760.00	36,373.33	35,760.00
WATER TAPS	52,252.50	75,000.00	60,266.67	75,000.00
SEWER TAPS	10,800.00	20,000.00	13,333.33	20,000.00
TOTAL SERVICES	3,376,378.69	3,361,350.00	3,153,301.52	3,361,064.00
FEMA	-	12,000.00	-	-
TOTAL GRANTS	-	12,000.00	-	-
INTEREST INCOME	529.11	634.00	478.83	600.00
INTEREST - CD	2,264.51	3,000.00	388.99	460.00
INTEREST - BOK	118,886.32	35,185.00	384.84	450.00
INTEREST - SPIRIT	-	-	-	-
ONLINE PAYMENT FEES	3,042.50	2,646.00	6,820.00	8,000.00
REFUNDS	1.81	-	998.70	-
RETURN CHECK FEES	3,090.00	3,384.00	3,280.00	3,300.00
COPIES	1,191.20	563.00	2,541.83	2,500.00
MISCELLANEOUS	3,460.62	3,227.00	1,632.40	1,650.00
TOTAL MISCELLANEOUS	132,466.07	48,639.00	16,525.58	16,960.00
TRANSFER IN - BOND PAYMENTS	1,919,827.26	1,884,499.00	1,975,964.12	1,950,000.00
OWRB LOAN PROCEEDS	-	3,740,625.00	1,648,690.00	2,091,935.00
BOND PROCEEDS	-	2,781,814.00	2,361,000.00	2,361,000.00
TOTAL BOND & LOAN PROCEEDS	1,919,827.26	8,406,938.00	5,985,654.12	6,402,935.00
FUND BALANCE	-			
TOTAL REVENUE	5,428,672.02	11,828,927.00	9,155,481.22	9,780,959.00

WATER/SEWER DEPARTMENT	2010-2011 ACTUAL	2011-2012 REVISED BUDGET	2011-2012 PROJECTED YEAR END	2012-2013 BUDGET
TOTAL PERSONAL SERV & BENEFITS	435,437.90	196,143.00	229,624.31	208,433.00
TOTAL SUPPLIES	131,535.65	59,190.00	53,182.39	55,000.00
TOTAL SERVICES	5,046,033.92	4,044,675.00	2,333,160.03	3,623,107.00
TOTAL TRAVEL & TRAINING	2,473.79	3,000.00	3,090.64	3,000.00
TOTAL REPAIRS & MAINTENANCE	5,594.97	13,500.00	4,440.27	5,000.00
TOTAL MISCELLANEOUS	-	34,810.00	-	
TOTAL TRANSFERS & BONDS	4,301,746.66	6,992,357.00	3,392,546.32	5,384,319.00
WATER/SEWER TOTAL	9,922,822.89	11,343,675.00	6,016,043.95	9,278,859.00

REFUSE DEPARTMENT	2010-2011 ACTUAL	2011-2012 REVISED BUDGET	2011-2012 PROJECTED YEAR END	2012-2013 BUDGET
TOTAL SERVICES	469,288.59	465,672.00	479,286.60	480,000.00
TOTAL MISCELLANEOUS	11,179.19	19,580.00	22,105.69	22,100.00
REFUSE TOTAL	480,467.78	485,252.00	501,392.29	502,100.00

STORM WATER	2010-2011 ACTUAL	2011-2012 REVISED BUDGET	2011-2012 PROJECTED YEAR END	2012-2013 BUDGET
TOTAL PERSONAL SERV & BENEFITS	16,471.31	-	-	-
TOTAL SUPPLIES	25.00	-	-	-
STORM WATER TOTAL	16,496.31	-	-	-

Department Description

These departments are responsible for billing and collection of the City's water, sewer and garbage accounts. Maintenance of the water distribution system, sewage collection system, and the storm water drainage system has been contracted to Severn Trent Services.

STAFF

Utility Billing Supervisor
Court Clerk
3 Billing Clerks

Glenpool
Emergency
Medical
Services

GLENPOOL AREA EMERGENCY MEDICAL SERVICE DISTRICT	2010-2011 ACTUAL	2011-2012 REVISED BUDGET	2011-2012 PROJECTED YEAR END	2012-2013 BUDGET
REVENUE				
TAXES	187,518.29	187,000.00	222,398.39	220,000.00
INTEREST	270.08	220.00	206.53	220.00
TRANSFER FROM GUSA	-	-		
FUND BALANCE	-	-		
TOTAL REVENUE	187,788.37	187,220.00	222,604.92	220,220.00
EXPENSES				
PERSONAL SERVICES & BENEFITS		6,500.00	4,699.41	10,765.00
AMBULANCE	102,000.00	102,000.00	114,000.00	114,000.00
FIRST RESPONDER SUPPLIES	9,743.37	11,000.00	1,000.00	11,000.00
MISC	4,197.18	10,000.00	1,812.53	10,000.00
EQUIPMENT & SUPPLIES	6,685.17	29,220.00	12,005.08	27,455.00
TRANSFER TO CITY FOR ADMIN/PR	31,907.14	35,000.00	35,000.00	35,000.00
RENT EXPENSE				12,000.00
FUND BALANCE	-	-		
TOTAL EXPENSES	154,532.86	193,720.00	168,517.03	220,220.00

Glenpool
Industrial
Authority

GLENPOOL INDUSTRIAL AUTHORITY	2010-2011 ACTUAL	2011-2012 REVISED BUDGET	2011-2012 PROJECTED YEAR END	2012-2013 BUDGET
REVENUE				
PRIOR YEAR BOND CARRYOVER	-	-	-	-
INTEREST	24,019.97	-	-	-
LEASE INCOME	10,457.47	32,467.00	32,467.00	32,467.00
LANDSCAPE REVENUE	-	16,650.00	-	-
CONFERENCE CENTER REVENUE	-	80,000.00	173,040.25	110,000.00
TRANSFER IN	-	-		
FUND BALANCE	-	-		
TOTAL REVENUE	34,477.44	129,117.00	205,507.25	142,467.00
EXPENSES				
CONFERENCE CENTER: SUPPLIES	-	8,000.00	15,596.27	16,000.00
OTHER SERVICES & CHARGES	-	88,650.00	50,103.99	94,000.00
CONSTRUCTION	-	-		
TRANSFER TO CITY - LEASE REVENUE	32,466.00	32,467.00	32,467.00	32,467.00
FUND BALANCE	-			
TOTAL EXPENSES	32,466.00	129,117.00	98,167.25	142,467.00

Capital

CAPITAL BUDGET 2012-2013			
RESERVES - CASH PROJECTED YEAR END			1,347,840.28
RESERVES - LAND			3,533,953.00
			4,881,793.28
REVENUE			
TRANSFER FROM CITY - DEDICATED TAX 4TH CENT		1,430,881.00	
TRANSFER FROM CITY		460,299.00	
TRANSFER FROM GUSA		285,500.00	
TOTAL REVENUE		2,176,680.00	
EXPENSES			
2010 BOND PAYMENT		1,604,178.00	
2011 BOND PAYMENT		345,150.00	
DEPARTMENT OF COMMERCE		13,333.00	
SOFTWARE & MAINTENANCE		138,519.00	
CAPITAL - FIRE DEPARTMENT (Truck w/Equip. for Ass't Fire Chief)		35,000.00	
CAPITAL - COMPUTERS (Develop Program for Computer Replacements)		10,000.00	
CAPITAL - STREETS & PARKS (Two trucks for Department)		30,000.00	
TOTAL EXPENSES		2,176,180.00	
Revenue over Expenses			500.00
Ending Year Fund Balance			4,882,293.28