

FUND
COST CENTER
FISCAL YEAR

GENERAL FUND - 1001	▼
Emergency management - 5500	▼
FY 2006-07	▼

County Officer's Annual Report

For Oklahoma County Only
Please Read Carefully

This form is designed for use by all DEPENDENT OFFICES AND AGENCIES including the following:

- GENERAL GOVERNMENT - 1100
- COUNTY AUDIT - 1900
- PUBLIC DEFENDER - 2300
- CENTRAL HR/HEALTH & SAFETY - 2600
- MIS - 2700
- FACILITIES MANAGEMENT COURTHOUSE - 2801
- FACILITIES MANAGEMENT - CUSTODIAL - 2901
- COMMUNITY SERVICE - 3100
- JUVENILE JUSTICE BUREAU - 5200
- EMERGENCY MANAGEMENT - 5500
- TRAINING & GENERAL ASSISTANCE - 6100
- TRAINING & GENERAL ASSISTANCE GRANTS - 6110
- FREE FAIR - 7100
- OSU EXTENSION - 8100
- GENERAL FUND DIST 1 - 9100
- GENERAL FUND DIST 2 - 9200
- GENERAL FUND DIST 3 - 9300
- ENGINEERING - 9400
- ECONOMIC DEVELOPMENT - 9500
- COMMUNITY PROJECT SUPPORT - 9600

STATE OF OKLAHOMA
OK COUNTY
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STATE OF OKLAHOMA
CARTER COUNTY
COUNTY CLERK

and other dependent and OPTIONAL DEPARTMENTS AND CONTRACTUAL AGENCIES which are amenable to the Board of County Commissioners

Items appearing on the Budget but not on this form should be written exactly as they are on the Budget.

Office of:

Emergency Management

Oklahoma County, Oklahoma
ANNUAL REPORT FOR THE FISCAL YEAR ENDING

June 30, 2007

AND ESTIMATE OF NEEDS FOR THE ENSUING FISCAL YEAR

To The Honorable Board of County Commissioners
and the County Excise Board

I, David K. Barnes, the duly qualified and acting

Emergency Management Director

of the County

and State aforesaid, do hereby certify that the following is a true and correct report of expenditures of this office during the fiscal year just closed with an estimate of my actual needs for the ensuing fiscal year.

REPORT OF PRIOR EXPENDITURES AND ESTIMATE OF NEEDS						
CLASSIFICATION Items of Expense	Net Amount Appropriations By Excise Board	Warrants Issued	Reserves	Determined Unencumbered By Officer	Estimate by Officer	Approved by Board of County Commissioners
Salaries and Wages	102,970.21	79,958.94	23,011.27	0.00	113,553.90	0.00
Fringe Benefits	39,747.67	29,510.88	10,236.79	0.00	39,798.00	0.00
Travel	7,001.00	2,730.67	2,270.33	2,000.00	6,100.00	0.00
Operating Expense	96,825.12	29,960.35	54,864.77	12,000.00	116,510.00	0.00
Capital Outlay	125,736.00	23,613.00	80,123.00	22,000.00	251,146.00	0.00
Total	\$372,280.00	\$165,773.84	\$170,506.16	\$36,000.00	\$527,107.90	\$0.00

SET OUT BELOW ANY DETAIL DEEMED ESSENTIAL TO EXPLAIN ESTIMATE FOR ENSUING YEAR

Personal Services

Two FT, one PT, including salaries, benefits, etc.

Maintenance and Operation

Requests based on evaluation of previous and current year expenses and trends. Base numbers computed per previous twelve-month history, with 20% increase in fuel and utilities based on market expectations.

Capital Outlay

Fire Department equipment requests/needs per survey completed with sixteen (16) departments within the county, prioritized based on multiple factors. Outdoor Warning Devices to be placed within the county to increase public safety and notification capabilities. Replacement of Highway District radio repeater, currently antiquated and extremely limited parts availability (used only).

Respectfully Submitted,

Official Title: Emergency Management Director

Oklahoma County		
Budget Request Worksheet		
Fund	GENERAL FUND - 1001	
Cost Center	Emergency management - 5500	
Exp		FY 07-08
Acct	Description	Proposed Budget
51000	Salaries and Wages	
51010	FT Salaries and Wages	\$ 108,262
51020	PTS Salaries and Wages	\$ 5,292
51030	Overtime Salaries	
51090	Temporary Services	
	Other Salaries & Wages	
51000	Total Salary & Wages	\$ 113,553.90
52000	Fringe Benefits	
52010	FICA and Medicare--7.65%	\$ 8,687.00
52032	Retirement-Dept. Defined Contrib	\$ 12,991.00
52040	Unemployment	\$ -
52045	Dept-Health, Dental & Life Ins.	\$ 18,120.00
52000	Total Fringe Benefits	\$ 39,798.00
53000	Travel	
53100	Mileage/Out State	\$ 800
53030	Lodging	\$ 1,800
53040	Meals	\$ 1,000
53060	Registration Fees	\$ 1,500
53080	Incidentals	\$ 200
53150	Airfare	\$ 800
53000	Total Travel	\$ 6,100.00
54000	Maintenance & Operation	
54011	Postage	\$ 500
54017	Memberships	\$ 240
54021	Telecommunications Serv	\$ 5,800
54022	Utilities-Gas	\$ 2,100
54023	Utilities-Electric	\$ 3,850
54040	Copy Machine Lease	\$ 2,060
54045	Parking	\$ 1,260
54046	Cellular Telephone Stipend	\$ 1,440
54102	Rent - Office Space	\$ 25,000
54108	Equipment - Telecommunications	\$ 10,000
54160	Vehicle - Vendor Maintenance	\$ 10,000
54162	Equipment - Vendor Repair	\$ 24,100
54209	Clothing	\$ 600
54211	Motor Vehicle Fuel	\$ 15,560
54222	Misc. Supplies	\$ 1,500
54352	Office Supplies - Expendable	\$ 1,500
54401	Motor Vehicle Supplies	\$ 1,000
54403	Motor Vehicle Parts	\$ 10,000
54000	Total Maint & Operations	\$ 116,510.00
55000	Capital Outlay	
	FD Equipment Requests	\$ 119,146
55180	Motor Vehicle - other (1 FD Brushpumpers)	\$ 63,000
55250	Safety Equipment (3 Outdoor Warning Devices)	\$ 57,000
55200	Telecommunications Equipment (Hwy Dist Radio Repeater)	\$ 6,000
	EOC Renovations (2 sites)	\$ 6,000
		\$ 251,146.00
	Total Capital	
	Grand Total Budget Request	\$ 527,108

Oklahoma County - Salary Computation Worksheet

Department:
 Fund:

Year:

Section 1 Full Time						
<Column A> Section 1 No. of Full Time Positions/ Position Title	<Column B> March 2007 Monthly Salary Rate per Payroll PO	<Column C> Annual Salary at current rates	<Column D> Remaining 2006- 07 Salary Adjustments Annualized	<Column E> Projected 2007- 08 raise (total for the year)	<Column F> Total Est. 2007- 08 Salaries	Explanation
1/Director	5,253.50	63,042.00		1,260.84	64,302.84	
1/Operations Officer	3,432.99	41,195.88		411.96	41,607.84	
Performance Increases	-	-			2,351.22	
Subtotal Section 1:	<u>8,686.49</u>	<u>104,237.88</u>		<u>1,672.80</u>	<u>108,261.90</u>	

Section 2 Part time						
<Column A> Section 2 No. of Part Time Positions/ Position Title	<Column B> March 2007 Monthly Salary Rate per Payroll PO	<Column C> No. of Months factored into budget	<Column D> Remaining 2006- 07 Salary Adjustments Annualized	<Column E> Projected 2007- 08 raise (total for the year)	<Column F> Total Est. 2007- 08 Salaries	Explanation
1/Watchman (Newalla FD)	441.00	12	5,292.00	-	5,292.00	
Subtotal Section 2:	<u>441.00</u>	<u>12.00</u>		<u>0.00</u>	<u>5,292.00</u>	

Section 3 Additional Staffing or Vacancies to be Filled						
<Column A> Section 3 No. of Positions/ Position Title	<Column B> Estimated Monthly Salary	<Column C> Est. months	<Column D> Total Est. 2007- 08 Salaries	<Column E> Fringe Benefit Costs budgeted	<Column F> Indicate Vacant, new position, or previously paid out of fund	<Column G> If filling before end of 2006-07, please indicate when:
Subtotal Section 3:	<u>0</u>		<u>0</u>	<u>0</u>		

Grand Total Sections 1, 2 & 3 113,553.90

Section 4 Health and Dental Benefits

Section 4	Employer Premium	No. of Employees	Total
Current Single Coverage	\$ 308.00		\$ -
Current Family Coverage	\$ 755.00	2	\$ 18,120.00
Additional Staffing (Sect 7)			\$ -
Total		<u>2</u>	<u>\$ 18,120.00</u>



5 Year Expense History

OKLAHOMA COUNTY
 Period: MAR-06/07 currency USD
 Submitted: 03-APR-07 12:32:34

Fund=1001 (General Fund), Cost Center=5500 (Emergency Management)

	YTD Expenses 06/07	YTD Expenses 05/06	YTD Expenses 04/05	YTD Expenses 03/04	YTD Expenses 02/03
	10.00	Salary			
51010 Full Time Salaries & Wages	79,958.94	99,600.00	75,930.69	80,639.96	90,339.96
Salary Total	79,958.94	99,600.00	75,930.69	80,639.96	90,339.96
Fringe Benefits					
52010 FICA	5,833.32	7,254.12	5,501.50	5,812.45	6,563.97
52032 Retirement-Dept Defined Contr	9,277.56	10,752.00	8,511.69	9,676.80	5,420.40
52045 Dept-Health & Life	14,400.00	16,848.00	7,380.00	0.00	0.00
Fringe Benefit Total	29,510.88	34,854.12	21,393.19	15,489.25	11,984.37
Travel					
53040 Meals/In State	0.00	77.50	0.00	0.00	0.00
53060 Registration Fees/In State	199.33	0.00	0.00	0.00	0.00
53080 Incidentals/In State	14.25	0.00	0.00	0.00	0.00
53100 Mileage/Out State	284.36	309.43	0.00	0.00	0.00
53110 Lodging/Out State	1,221.14	198.42	0.00	0.00	0.00
53120 Meals/Out State	646.00	97.50	0.00	0.00	0.00
53140 Registration Fees/Out State	75.00	75.00	0.00	0.00	0.00
53150 Airfare/Out State	198.59	0.00	0.00	0.00	0.00
53160 Incidentals/Out State	92.00	0.00	0.00	0.00	0.00
Travel Total	2,730.67	757.85	0.00	0.00	0.00
Maintenance & Operations					
54011 Postage	0.00	0.00	728.77	583.64	603.24
54013 Advertising	0.00	0.00	481.53	0.00	0.00
54016 Fees for Licenses & Permits	0.00	0.00	0.00	59.00	494.80
54017 Memberships	170.00	140.00	0.00	0.00	0.00
54021 Telecommunications Svcs	1,597.70	977.54	3,101.61	2,743.13	3,129.55
54022 Utilities-Gas	2,256.01	0.00	0.00	0.00	0.00
54023 Utilities-Electric	951.13	146.79	134.18	0.00	0.00
54040 Other	1,716.98	1,152.00	0.00	0.00	0.00
54045 Parking	1,260.00	2,160.00	1,457.50	1,217.79	1,328.50
54046 Cellular Telephone	1,199.94	1,440.00	600.00	0.00	0.00
54102 Office Space	0.00	0.00	0.00	0.00	163.00
54109 Equipment-Other	1,293.24	109.20	139.94	0.00	553.00
54153 Equipment(Repair Supplies)In-	0.00	0.00	137.36	0.00	0.00
54160 Vehicle-Vendors Maint	178.33	1,850.94	52.88	208.71	87.95
54162 Equipment-Vendors Repair	1,963.95	0.00	305.10	0.00	0.00
54211 Motor Vehicle Fuel	3,540.04	3,307.02	2,521.75	2,077.33	2,188.27
54222 Misc Supplies	719.01	807.02	1,704.46	384.41	288.57
54352 Office Supplies-Expendable	642.44	898.61	1,739.08	1,823.56	1,377.12
54401 Motor Vehicle Supplies	97.12	356.62	98.91	397.00	238.11
54403 Motor Vehicle Other-Parts	469.46	1,807.91	1,595.65	510.53	86.49
54456 Services Other	11,905.00	395.00	267.25	1,781.84	1,236.86
Maintenance & Operations Total	29,960.35	15,548.65	15,065.97	11,786.94	11,775.46
Capital Outlay					
55180 Motor Vehicle-Other	0.00	17,595.00	0.00	0.00	0.00
55200 Telecommunications Equipment	0.00	473.65	0.00	0.00	0.00
55250 Safety Equipment	23,613.00	0.00	0.00	0.00	0.00
Capital Outlay Total	23,613.00	18,068.65	0.00	0.00	0.00
Grand Total	165,773.84	168,829.27	112,389.85	107,916.15	114,099.79