

FUND
COST CENTER

GENERAL FUND - 1001

Facilities Management - 2800

FISCAL YEAR

FY 2007-08

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
CAROLYN CAUDILL
COUNTY CLERK

2007 APR 16 P 4:44

STATE OF OKLAHOMA
OK COUNTY
RECORDED OR FILED

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.

Oklahoma County		
Budget Request Worksheet		
Fund	GENERAL FUND - 1001	
Cost Center	Facilities Management - 2800	
		FY 07-08
Exp		Proposed
Acct	Description	Budget
51000	Salaries and Wages	
51010	FT Salaries and Wages	\$ 802,139
51020	PTS Salaries and Wages	\$ -
51030	Overtime Salaries	
51090	Temporary Services	
	Other Salaries & Wages	
51000	Total Salary & Wages	\$ 802,139.05
52000	Fringe Benefits	
52010	FICA and Medicare--7.65%	\$ 61,364.00
52032	Retirement-Dept. Defined Contrib	\$ 96,257.00
52040	Unemployment	
52045	Dept-Health, Dental & Life Ins.	\$ 161,772.00
52000	Total Fringe Benefits	\$ 319,393.00
53000	Travel	
53010	Monthly Mileage	
53030	Lodging	\$ 1,000
53040	Meals	\$ 500
53060	Registration Fees	\$ 500
53080	Incidentals/In State	
53150	Airfare	
53170	Mileage Allowance	
53000	Total Travel	\$ 2,000.00

Oklahoma County		
Budget Request Worksheet		
Fund	GENERAL FUND - 1001	
Cost Center	Facilities Management - 2800	
		FY 07-08
Exp		Proposed
Acct	Description	Budget
54000	Maintenance & Operation	
54011	Postage	\$ 100
54012	Printing & Binding	\$ 500
54013	Advertising	\$ 4,000
54016	Fees for Licenses	\$ 1,000
54021	Telecommunications Serv	
54022	Utilities-Gas	
54023	Utilites-Electric	
54024	Utilites- Sewer and Water	
54025	Utilities-Telephone	
54026	Utilities-Trigen	
54028	Books	\$ 1,200
54031	Premiums & Awards	\$ 2,000
54033	Freight & Storage	\$ 400
54045	Parking	\$ 22,160
54046	Cellular Telephone Stipend	\$ 2,200
54151	Building & Grounds (maint supplies)	\$ 70,000
54152	Building & Grounds (repair supplies)	\$ 30,000
54153	Equipment (repair supplies)	\$ 8,000
54155	Telecommunications (repair supplies)	\$ 4,000
54156	Building & Grounds Vendor maint	\$ 98,000
54159	Telecomm-vendors maint	\$ 1,500
54161	Building & Grounds vendor repair	\$ 15,000
54162	Equipment vendors repair	\$ 12,000
54165	Vehicle-vendor repair	\$ 3,000
54211	Motor vehicle fuel	\$ 12,500
54214	Shop supplies	\$ 1,200
54217	Photographic supplies	\$ 150
54218	Janitorial supplies	\$ 2,000
54222	Misc Supplies	\$ 500
54302	Safety supplies	\$ 3,000
54352	Office supplies	\$ 2,000
54450	Professional Services	
54000	Total Maint & Operations	\$ 296,410.00
55000	Capital Outlay	
55010	Buildings-Renovation	
55030	Bldg & Grounds (Repair/Parts/Mat	\$ 23,000
55060	Land	
55080	Computer Equipment-Purchase	\$ 2,000
55095	Computer Software	
55100	Furniture	
55110	Office Equipment-purchase	
55390	Copier-Lease	\$ 25,000.00
	Total Capital	
	Grand Total Budget Request	\$ 1,444,942

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
Building System Tech	2,779.36	33,352.32	-	166.76	33,519.08	
Communication Tech	2,404.47	28,853.64		288.54	29,142.18	
Building System Tech	2,404.23	28,850.76		577.02	29,427.78	
Utility	1,941.05	23,292.60	1,307.40	492.00	25,092.00	
Admin Asst	2,432.63	29,191.56		583.83	29,775.39	
Building System Tech	2,772.13	33,265.56		166.33	33,431.89	
Electrical Supervisor	3,958.22	47,498.64		949.97	48,448.61	
Painter	1,986.00	23,832.00	768.00	492.00	25,092.00	
Painter	1,978.56	23,742.72	857.28	492.00	25,092.00	
Building System Tech	2,393.02	28,716.24		574.32	29,290.56	
Building System Tech	2,120.47	25,445.64	954.36	660.00	27,060.00	
Admin Asst	3,659.08	43,908.96			43,908.96	
Int Super	2,967.26	35,607.12		178.04	35,785.16	
Facility Manager	4,666.67	56,000.04	3,999.96	1,200.00	61,200.00	
Communication Super	2,952.59	35,431.08	1,768.92	930.00	38,130.00	
Utility	2,025.77	24,309.24				moved to 2901
Electrician	3,166.57	37,998.84		949.97	38,948.81	
Building System Tech	2,079.60	24,955.20		748.66	25,703.86	
Performance Pay Pool	-	-	-	-	14,340.69	
	-	-	-	-	-	
	-	-	-	-	-	
	-	-	-	-	-	
Subtotal Section 1:	48,687.68	584,252.16		9,449.44	593,388.97	

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
-	-	-	-	-	-	
-	-	-	-	-	-	
-	-	-	-	-	-	
-	-	-	-	-	-	
Subtotal Section 2:	0.00	0.00		0.00	0.00	

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:
HVAC tech	2916.67	12	35,000.04		vacant	May 2007
Plumber	3166.67	12	38,000.04		vacant	May 2007
Plumber's helper	2500	12	30,000.00		new position	May 2007
Communication tech	2500	12	30,000.00		new position	May 2007
Director	6250	12	75,000.00		PT to FT	July 2007
Performance Pay			750.00			
Subtotal Section 3:	17333.34		208750.08	0		

Grand Total Sections 1, 2 & 3 802,139.05

Section 4: Health and Dental Benefits			
Section 4	Employer Premium	No. of Employees	Total
Current Single Coverage	\$ 308.00	7	\$ 25,872.00
Current Family Coverage	\$ 755.00	10	\$ 90,600.00
Additional Staffing (Sect 7)	\$ 755.00	5	\$ 45,300.00
Total		22	\$ 161,772.00



5 Year Expense History

OKLAHOMA COUNTY
 Period: MAR-06/07 currency USD
 Submitted: 03-APR-07 12:32:14

Fund=1001 (General Fund), Cost Center=2801 (Facilities Management-Courthouse)

	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	412,898.67	594,500.03	641,216.20	709,085.33	736,105.55
51020 Part Time Salaries & Wages	13,200.00	0.00	0.00	0.00	1,434.84
51080 Professional Services-Other	0.00	800.00	0.00	0.00	0.00
Salary Total	426,098.67	595,300.03	641,216.20	709,085.33	737,540.39
Fringe Benefits					
52010 FICA	30,289.62	42,356.01	46,207.25	51,610.00	53,936.63
52032 Retirement-Dept Defined Contr	49,237.80	70,825.08	75,686.02	85,090.25	44,166.33
52040 Unemployment	1,753.17	0.00	2,661.00	3,203.81	38,282.24
52045 Dept-Health & Life	92,963.00	114,002.00	101,835.00	0.00	0.00
Fringe Benefit Total	174,243.59	227,183.09	226,389.27	139,904.06	136,385.20
Travel					
53040 Meals/In State	50.68	0.00	0.00	0.00	0.00
Travel Total	50.68	0.00	0.00	0.00	0.00
Maintenance & Operations					
54012 Printing & Binding	202.00	113.00	255.00	220.00	146.00
54013 Advertising	3,534.74	0.00	1,538.46	1,797.19	97.90
54016 Fees for Licenses & Permits	660.00	550.00	631.00	695.00	265.00
54022 Utilities-Gas	23,349.59	0.00	0.00	0.00	0.00
54023 Utilities-Electric	445,085.27	0.00	0.00	0.00	0.00
54024 Utilities-Sewer & Water	359,219.67	0.00	0.00	0.00	0.00
54026 Utilities-Other	1,249,321.29	0.00	0.00	0.00	0.00
54028 Books	0.00	0.00	0.00	0.00	149.42
54031 Premiums & Awards	1,394.34	1,097.55	0.00	0.00	0.00
54033 Freight & Storage	20.00	1,452.50	625.00	22.67	10.00
54040 Other	0.00	0.00	0.00	0.00	100.00
54045 Parking	0.00	0.00	8,932.50	262.50	0.00
54046 Cellular Telephone	2,155.00	2,940.00	2,015.00	0.00	0.00
54108 Equipment-Telecommunications	0.00	0.00	0.00	233.30	894.06
54109 Equipment-Other	9,921.00	0.00	0.00	42.00	570.00
54151 Building & Grounds(Maint Supp	15,102.65	39,663.02	41,633.18	42,066.15	39,886.44
54152 Building & Grounds(Repair Sup	1,850.36	743.42	5,547.60	5,721.87	2,915.45
54153 Equipment(Repair Supplies)In-	1,272.58	2,202.24	2,143.68	5,981.45	4,642.97
54155 Telecomm(Repair Supplies)In-H	2,925.66	2,349.11	1,389.00	2,064.81	319.91
54156 Building & Grounds-Vendors Ma	62,905.81	108,453.61	108,089.83	78,150.06	144,022.77
54159 Telecomm-Vendors Maint	877.26	0.00	0.00	8,010.98	7,215.27
54160 Vehicle-Vendors Maint	0.00	0.00	0.00	814.35	443.28
54161 Building & Grounds-Vendors Re	6,381.98	25,220.46	21,808.12	7,680.20	18,853.15
54162 Equipment-Vendors Repair	6,488.12	2,091.34	18,236.22	4,208.85	6,696.04
54165 Vehicle - Vendors Repair	1,006.93	589.16	905.95	1,416.32	249.75
54167 Road & Bridge Repair	0.00	0.00	0.00	0.00	14.53
54203 Medical Supplies	0.00	38.40	187.50	0.00	50.40
54211 Motor Vehicle Fuel	5,391.34	8,744.46	4,268.97	3,584.30	4,301.89
54213 Oil,Grease,Lube&Other Supplie	0.00	0.00	0.00	34.00	32.70
54214 Shop Supplies	421.57	44.00	0.00	129.21	230.25
54217 Photographic Supplies	55.90	0.00	107.04	0.00	157.60
54218 Janitorial Supplies	1,766.80	2,236.28	5,116.22	2,198.90	525.35
54222 Misc Supplies	208.32	802.26	2,764.36	4,350.82	3,441.85
54301 Uniform & Wearing Apparel	0.00	0.00	1,926.80	1,274.85	125.95
54302 Safety Supplies(Exting Ammo e	1,900.50	1,293.96	1,307.52	1,413.90	1,402.64
54352 Office Supplies-Expendable	1,005.74	3,433.72	1,504.37	0.00	0.00
54401 Motor Vehicle Supplies	0.00	0.00	148.12	0.00	0.00
54403 Motor Vehicle Other-Parts	0.00	93.18	166.54	0.00	0.00
54453 Professional Services-Medical	0.00	0.00	0.00	850.00	1,155.00
54455 Professional Services-Other	26.66	6,079.00	662.00	4,485.00	1,351.50
54456 Services Other	29.00	3,305.00	2,650.00	1,474.50	173.00
54458 Professional Service-Training	20.00	0.00	0.00	0.00	0.00
54529 Other	0.00	0.00	0.00	0.00	5,530.84
Maintenance & Operations Total	2,204,500.08	213,535.67	234,559.98	179,183.18	245,970.91
Capital Outlay					
55010 Buildings-Renovation	0.00	0.00	22,625.78	0.00	0.00
55030 Building&Grounds(Repair/Parts	326.84	11,936.29	31,506.29	31,369.49	0.00

Fund=1001 (General Fund), Cost Center=2801 (Facilities Management-Courthouse)

	<i>YTD Expenses</i> 06/07	<i>YTD Expenses</i> 05/06	<i>YTD Expenses</i> 04/05	<i>YTD Expenses</i> 03/04	<i>YTD Expenses</i> 02/03
	10.00	Salary			
55040 Building&Grounds-Equipment	1,439.00	658.80	4,759.93	1,984.40	4,216.89
55050 Building&Grounds-Fixtures/Per	0.00	2,188.70	0.00	2,522.05	584.64
55080 Computer Equipment-Purchases	0.00	923.00	7,027.20	8,550.68	2,620.40
55095 Computer Software	0.00	0.00	900.00	0.00	0.00
55100 Furniture	0.00	5,512.00	895.40	0.00	110.35
55110 Office Equipment-Purchase	182.00	620.00	666.41	2,408.64	2,291.62
55140 Highway Equipment-Parts	0.00	0.00	0.00	5,312.00	0.00
55200 Telecommunications Equipment	2,644.91	724.29	2,557.00	5,043.16	799.91
55230 Shop Equipment	2,200.10	3,132.37	4,945.03	8,304.78	1,389.41
55250 Safety Equipment	0.00	0.00	0.00	600.00	0.00
55310 Video Equipment	0.00	0.00	221.83	0.00	0.00
55340 Appliances	0.00	0.00	69.99	0.00	0.00
55370 Other; Services	0.00	0.00	0.00	0.00	1,920.00
Capital Outlay Total	<u>6,792.85</u>	<u>25,695.45</u>	<u>76,174.86</u>	<u>66,095.20</u>	<u>13,933.22</u>
Grand Total	<u>2,811,685.87</u>	<u>1,061,714.24</u>	<u>1,178,340.31</u>	<u>1,094,267.77</u>	<u>1,133,829.72</u>