

FUND
COST CENTER
FISCAL YEAR

GENERAL FUND - 1001	▼
OSU Extension - 8100	▼
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
CAPITOL BUILDING
COMMUNITY SERVICES

2007 APR 16 P 3:04

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	OSU Extension - 8100	
Exp		FY 07-08
Acct	Description	Proposed Budget
51000	Salaries and Wages	
51010	FT Salaries and Wages	\$ 19,605
51020	PT Salaries and Wages	\$ -
51030	Overtime Salaries	
51090	Temporary Services	\$ 438,712
	Other Salaries & Wages (OSU Contract-8 eds, 5 secs)	
51000	Total Salary & Wages	\$ 458,317.00
52000	Fringe Benefits	
52010	FICA and Medicare--7.65%	\$ 1,500.00
52032	Retirement-Dept. Defined Contrib	\$ 2,353.00
52040	Unemployment	
52045	Dept-Health, Dental & Life Ins.	\$ 3,696.00
52000	Total Fringe Benefits	\$ 7,549.00
53000	Travel	
53010	Monthly Mileage	\$ 2,450
53000	Total Travel	\$ 2,450.00
54000	Maintenance & Operation	
54011	Postage	\$200
54012	Printing & Binding	\$3,200
54012	Printing & Binding - 2008 Southern Region MG Conf-OKC	\$2,000
54030	Subscriptions	\$300
54041	Publications-Educational, 4-H teaching	\$200
54045	Parking	\$1,380
54109	Equipment - Mail meter	\$1,380
54109	Equipment - (<250) incubators, school enrichment	\$300
54151	Building & Grounds Maintenance	\$340
54156	Building & Grounds Vendor	\$325
54157	Equipment - Vendors Maintenance-copiers	\$10,988
54218	Janitorial Supplies	\$2,695
54222	Misc Supplies-photo dev. Event pictures, classes	\$200
54352	Office Supplies - Expendable	\$3,900
54354	Printing Supplies	\$550
54355	Paper	\$2,200
54456	Professional Services - USDA Animal Control	\$2,400
54456	Professional Services - ADA	\$600
54000	Total Maint & Operations	\$ 33,158.00
55000	Capital Outlay	
55080	Computer Equipment-Purchase	\$ 2,700
55095	Computer Software	\$ 200
55100	Furniture - chairs	\$ 675
55390	Copier-Lease	\$ 3,575.00
	Total Capital	
	Grand Total Budget Request	\$ 505,049

Oklahoma County - Salary Computation Worksheet

Department: OSU Extension - 8100

Year: FY 2007-08

Fund: GENERAL FUND - 1001

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
Custodian	1,448.00	17,378.00	-	2,227.00	19,605.00	
	-	-			-	
	-	-			-	
	-	-			-	
	-	-			-	
Subtotal Section 1:	<u>1,448.00</u>	<u>17,378.00</u>		<u>2,227.00</u>	<u>19,605.00</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
	-				-	
	-				-	
	-				-	
	-				-	
Subtotal Section 2:	<u>0.00</u>	<u>0.00</u>		<u>0.00</u>	<u>0.00</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 19,605.00

Section 4 Health and Dental Benefits				
Section 4	Employer Premium	No. of Employees	Total	
Current Single Coverage	\$ 308.00	1	\$ 3,696.00	
Current Family Coverage	\$ 755.00		\$ -	
Additional Staffing (Sect 7)			\$ -	
Total		<u>1</u>	<u>\$ 3,696.00</u>	



Oklahoma Cooperative Extension Service
Division of Agricultural Sciences and Natural Resources
Oklahoma State University

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April 24, 2007

To: Bill Geer, County Extension Director
Oklahoma County

From: Steve Smith, District Extension Director

A handwritten signature in black ink, appearing to read 'Steve Smith', written over the printed name.

Subject: Oklahoma County's FY08 OSU Extension Contract

The contract amount required for Oklahoma County to maintain current staffing positions in FY08 is \$438,712.00. This represents no increase in personnel. Total positions number 27 including Educators, Secretaries and Paraprofessionals. This request does not reflect that required for capital outlay and M&O.



5 Year Expense History

OKLAHOMA COUNTY
 Period: MAR-06/07 currency USD
 Submitted: 03-APR-07 12:32:46

Fund=1001 (General Fund), Cost Center=8100 (OSU Extension)

	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	304,485.11	407,967.13	327,675.00	285,916.64	315,876.00
51020 Part Time Salaries & Wages	0.00	0.00	0.00	0.00	0.00
Salary Total	304,485.11	407,967.13	327,675.00	285,916.64	315,876.00
Fringe Benefits					
52010 FICA	891.47	1,112.70	1,042.40	9,327.23	17,106.26
52032 Retirement-Dept Defined Contr	1,513.92	1,893.01	1,764.00	1,308.32	882.00
52045 Dept-Health & Life	2,943.00	3,434.00	2,988.00	0.00	0.00
Fringe Benefit Total	5,348.39	6,439.71	5,794.40	10,635.55	17,988.26
Travel					
53010 Monthly Mileage/In State	1,706.96	1,704.19	2,175.00	1,926.03	1,770.11
53170 Mileage Allowance	0.00	639.25	0.00	0.00	0.00
Travel Total	1,706.96	2,343.44	2,175.00	1,926.03	1,770.11
Maintenance & Operations					
54011 Postage	0.00	0.00	37.00	0.00	0.00
54012 Printing & Binding	2,206.29	2,836.80	2,309.30	2,830.40	3,144.10
54028 Books	0.00	0.00	30.00	140.61	0.00
54030 Subscriptions	72.00	320.80	270.80	395.83	351.80
54033 Freight & Storage	37.93	69.67	94.33	16.95	0.00
54040 Other	0.00	0.00	0.00	110.86	46.10
54045 Parking	900.00	1,200.00	200.00	0.00	0.00
54104 Equipment-Copiers	0.00	176.66	0.00	11,220.00	11,950.75
54109 Equipment-Other	1,035.00	1,380.00	345.00	0.00	124.34
54151 Building & Grounds(Maint Supp	159.20	199.67	409.05	378.62	0.00
54152 Building & Grounds(Repair Sup	0.00	67.86	90.25	280.39	0.00
54156 Building & Grounds-Vendors Ma	325.00	0.00	0.00	0.00	330.00
54157 Equipment-Vendors Maint	7,490.82	9,836.07	11,684.20	456.00	436.00
54162 Equipment-Vendors Repair	0.00	120.00	1,725.20	1,095.01	0.00
54202 Kitchen Supplies	0.00	0.00	0.00	75.00	0.00
54217 Photographic Supplies	0.00	0.00	97.02	0.00	261.06
54218 Janitorial Supplies	1,207.31	1,253.54	983.15	945.88	798.96
54222 Misc Supplies	49.85	541.52	1,079.82	1,538.93	580.77
54352 Office Supplies-Expendable	2,860.64	3,804.13	3,532.69	5,011.48	2,578.51
54354 Printing Supplies	298.52	0.00	0.00	0.00	0.00
54355 Paper	933.50	1,344.05	1,188.00	466.20	1,112.90
54456 Services Other	2,560.00	2,460.00	2,470.00	2,993.50	2,400.00
Maintenance & Operations Total	20,136.06	25,610.77	26,545.81	27,955.66	24,115.29
Capital Outlay					
55020 Buildings-Purchase	0.00	0.00	2,886.00	0.00	0.00
55030 Building&Grounds(Repair/Parts	162.45	366.65	0.00	7,119.98	0.00
55040 Building&Grounds-Equipment	0.00	0.00	0.00	204.85	0.00
55080 Computer Equipment-Purchases	99.98	1,397.44	3,732.00	8,245.50	2,416.60
55100 Furniture	0.00	501.57	578.08	2,355.68	252.45
55110 Office Equipment-Purchase	0.00	441.86	2,181.20	13,973.08	98.64
55260 Kitchen Equipment	0.00	0.00	0.00	433.01	0.00
55310 Video Equipment	0.00	180.10	0.00	420.98	0.00
55330 Other Equipment	0.00	0.00	510.84	1,691.81	970.00
55360 Audio Equipment	0.00	16.47	0.00	0.00	0.00
Capital Outlay Total	262.43	2,904.09	9,888.12	34,444.89	3,737.69
Grand Total	331,938.95	445,265.14	372,078.33	360,878.77	363,487.35