

FUND
DEPARTMENT
BUDGET YEAR

JUVENILE GRANT FUND - 1233	▼
Juvenile Justice Bureau	▼
FY 2007-08	▼

County Officer's Annual Report
For Oklahoma County Only
Please Read Carefully

This form is designed for use by all SPECIAL REVENUE FUNDS/CASH FUNDS including the following
HIGHWAY CASH - 1110 - 9100
HIGHWAY CASH - 1110 - 9200
HIGHWAY CASH - 1110 - 9300

RESALE PROPERTY-BUDGETED - 1130

TREASURER MORTGAGE FEE FUND - 1140

COUNTY ASSESSOR REVOLVING FEE FUND - 1201

COUNTY CLERK LIEN FEE FUND - 1150

COUNTY CLERK UCC FUND - 1151

COUNTY CLERK RECORDS MGMT. & PRESERVATION FUND - 1152

SHERIFF SER. FEE FUND - 1160

SHERIFF SPECIAL REV. FUND - 1161

MAKING THE GRADE - 1191

ASSESSOR'S REVOLVING FEE FUND - 1201

COURT CLERK REVOLVING FEE FUND - 1210

JUVENILE PROBATION FEE - 1231

JUVENILE WORK RESTITUTION FUND - 1232

JUVENILE GRANT FUND - 1233

PLANNING COMMISSION - 1240

LOCAL EMERGENCY PLANNING COMMITTEE

EMERGENCY MANAGEMENT FUND - 1251

COMMUNITY SERVICE FEE FUND - 1260

COMMUNITY SENTENCING FEE FUND - 1270

DRUG COURT FUND - 1280

CAPITAL PROJECTS- REGULAR - 2010

CAPITAL PROJECTS - DISTRICT - 2020

TINKER CLEARING 2002 FUND - 2031

JAIL FACILITY FUND - 2040

SALE OF PROPERTY PROCEEDS - 2050

EMPLOYEE BENEFITS - 4010

WORKER'S COMPENSATION - 4020

SELF INSURANCE - 4030

PBA-LINCOLN BUILDING - 2803

PBA-METRO PARKING GARAGE - 3300

PBA-INVESTOR'S CAPITAL BUILDING - 3400

PBA-DEBT SERVICE - 3600

STATE OF OKLAHOMA
CAROLYNN CAUDILL
COUNTY CLERK

2007 APR 16 P 4: 32

STATE OF OKLAHOMA
OK COUNTY
RECORDED OR FILED

SA& I No. 1161-A Special Revenues (2000)
Adjusted by the Office of Carolynn Caudill, County Clerk

Department: Office of:

Oklahoma County, Oklahoma

ANNUAL REPORT FOR THE FISCAL YEAR ENDING

FOR SPECIAL REVENUE-CASH FUNDS

SA&I No. 1161 Special For Oklahoma County Only

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

I, Lawrence E. Hicks, the duly qualified and acting of the County and State aforesaid, do hereby certify that the following is a true and correct report of the Special Revenue Cash Funds of my office during the fiscal year just closed.

REPORT OF EARNINGS

CLASS OF ITEMS <i>(List only fees collected for Special Revenue Cash Funds)</i>	COLLECTION OF THE YEAR JUST CLOSED
List-Statutory and Account Criteria: See list of grants below	
Fund- 1233 Grants Fund	
Purpose- Expenditures are restricted in accordance with the terms of the grant agreement.	
Source(s) of Revenue-	
Citizens for Juvenile Justice (PPPJJ)	27,067.89
Survival Skills for Young Women Formula Grant Fees	1,933.33
Juvenile Accountability Grant	956.00
Title IV E Program	349,968.00
CASA State Grant	77,211.00
CASA VOCA Grant	66,442.00
Grants: Juvenile Accountability Grant; VOCA Grant; State CASA Grant; National CASA: In-As-Much/PPPJJ; Title IV-E; Formula Grant; Juvenile Delinquency Prevention.	
This Special Revenue Fund will carry over a balance of approximately \$300,000.00 into FY08.	
Total Actual Collections	523,578.23

THE DUTY OF TAXING OFFICIALS
Supreme Court Case 22, 626 Opinion Filed April 26, 1932

The Duty of Taxing Officials to make Appropriations is plain and definite, and the refusal to perform such duty is sufficient to authorize the issuance of a writ of mandamus.

"It is not the duty of taxing officials to make appropriations for the performance of constitutional governmental functions, but it is the duty of the officers charged with the performance of those duties to see that those appropriations are made, and such officers may not sit idly by and see the income and revenue of the county appropriated for other purposes then recover compensation for the performance of their duties." Special Revenue Funds , as required, to account for the proceeds of specific revenue sources that are restricted by law to expenditures for specified purposes.

Office of: Juvenile Justice Bureau ▼

Oklahoma County, Oklahoma
ANNUAL REPORT FOR THE FISCAL YEAR ENDING JUNE 30, 2008 ▼
FOR SPECIAL REVENUES - CASH FUNDS

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

[Signature], the duly qualified and acting Juvenile Justice Bureau 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	Total Appropriations As of March 31	Estimated Appropriations April thru June	Checks Issued	Reserves	Estimated Appropriations to carry forward	Estimate of Needs
Salaries and Wages	311,699.73	106,624.00	241,734.40	101,550.00	75,039.33	380,940.00
Fringe Benefits	126,479.69	30,560.00	68,536.65	10,494.00	78,009.04	118,030.00
Travel	54,300.67	0.00	17,154.70	6,100.00	31,045.97	9,615.00
Operating Expense	64,363.72	10,939.00	21,710.36	7,354.00	46,238.36	8,840.00
Capital Outlay	167,851.64	600.00	4,470.69	1,500.00	162,480.95	8,000.00
Total	\$724,695.45	\$148,723.00	\$353,606.80	\$126,998.00	\$392,813.65	\$525,425.00

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

Personal Services

Statutory Annual Salary of Principal Officer	
Annual Salary of First Deputy	
Annual Salary of Second Deputies at \$_____ Per Month	Per Annum
Annual Salary of Third Deputies at \$_____ Per Month	Per Annum
Annual Salary of Fourth Deputies at \$_____ Per Month	Per Annum
Annual Salary of (Insert Desc.) Deputies at \$_____ Per Month	Per Annum
Total of Principal Officer and Deputies Salaries	0.00
Wages and/or Compensation of Part-time Help	
Travel Expenses as Authorized and/or Defined by Law	
TOTAL FOR ALL PERSONAL SERVICES	0.00

Maintenance and Operation

Postage, Telephone and Telegraph	
Books, Printed Forms, Ledgers and other Supplies	
Premiums on Surety Bonds of Officers, Deputies and Employees	
Repair and Upkeep of Office Furniture, Machines and Equipment	
TOTAL FOR MAINTENANCE AND OPERATION	0.00

Capital Outlay

Furniture, Machines and Equipment to be replaced	
Additional Furniture, Machines and Equipment Needed	
TOTAL FOR CAPITAL OUTLAY	0.00

Respectfully Submitted,

[Signature]

Official Title Juvenile Justice Bureau Director ▼

Oklahoma County		
Budget Request Worksheet		
Fund	JUVENILE GRANT FUND - 1233	
Cost Center	Juvenile Justice Bureau	
		FY 07-08
Exp		Proposed
Acct	Description	Budget
51000	Salaries and Wages	
51010	FT Salaries and Wages	\$ 329,436
51020	PT Salaries and Wages	\$ 51,504
51030	Overtime Salaries	
51090	Temporary Services	
	Other Salaries & Wages	
51000	Total Salary & Wages	\$ 380,940.00
52000	Fringe Benefits	
52010	FICA and Medicare--7.65%	\$ 29,142.00
52032	Retirement-Dept. Defined Contrib	\$ 39,532.00
52040	Unemployment	
52045	Dept-Health, Dental & Life Ins.	\$ 49,356.00
52000	Total Fringe Benefits	\$ 118,030.00
53000	Travel	
53010	Monthly Mileage	
53030	Lodging	\$ 2,200
53040	Meals	\$ 960
53060	Registration Fees	\$ 3,150
53080	Incidentals/In State	\$ 500
53150	Airfare	\$ 2,805
53170	Mileage Allowance	
53000	Total Travel	\$ 9,615.00
54000	Maintenance & Operation	
54046	Cellular Telephone Stipend	\$ 3,840
54352	Office supplies	\$ 2,000
54450	Professional Services	
	Tim Hock (Training)	\$ 1,000
	Future Point of View (Annette White)	\$ 2,000
54000	Total Maint & Operations	\$ 8,840.00
55000	Capital Outlay	
	Radios / batteries	\$ 5,000
	Software	\$ 2,000
	Audio/Visual Equipment	\$ 1,000
	Total Capital	\$ 8,000.00
	Grand Total Budget Request	\$ 525,425

Oklahoma County - Salary Computation Worksheet

Department: Year:
 Fund:

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
Probation Officer II	2,357.00	28,284.00				Move to gen fund
Probation Officer II	2,368.00	28,416.00			28,416.00	
Probation Officer II	2,437.00	29,244.00			29,244.00	
Probation Officer II	2,357.00	28,284.00			28,284.00	
Probation Officer II	2,426.00	29,112.00			29,112.00	
Probation Officer II	2,357.00	28,284.00			28,284.00	
CASA Exec. Asst.	2,250.00	27,000.00				Move to Gen Fund
CASA Case Manager	2,250.00	27,000.00			27,000.00	
CASA Case Manager	2,250.00	27,000.00			27,000.00	
Systems Manager	2,250.00	27,000.00			27,000.00	
CASA Case Manager	2,250.00	27,000.00			27,000.00	
Subtotal Section 1:	23,195.00	278,340.00		0.00	251,340.00	

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
PT CASA Case Manager	1,417.00	12			17,004.00	
PT CASA Vol Case Mgr	1,208.00	12			14,496.00	
PT Training Coordinator	1,083.00	12			12,996.00	
PT Training Asst.	584.00	12			7,008.00	
Subtotal Section 2:	4,292.00	48.00		0.00	51,504.00	

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:
PT Comm Serv Officer	658.00	12	7,896.00	604.00	Vacant	May, 07
Comm. Liaison Ofc.	3,493.00	12	41,916.00	11,932	was Gen Fund in March, 07	
SSYW Facilitator	2,357.00	12	28,284.00	9,254	was Gen Fund in March, 07	
Subtotal Section 3:	6,508.00		78,096.00	21,790		

Grand Total Sections 1, 2 & 3 **380,940.00**

Section 4 Health and Dental Benefits				
Section 4	Employer Premium	No. of Employees	Total	
Current Single Coverage	\$ 308.00	6	\$ 22,176.00	
Current Family Coverage	\$ 755.00	3	\$ 27,180.00	
Additional Staffing (Sect 3)	\$ 755.00		\$ -	
Total		9	\$ 49,356.00	



5 Year Expense History

OKLAHOMA COUNTY
 Period: MAR-06/07 currency USD
 Submitted: 03-APR-07 13:44:30

Fund=1233 (Juvenile Grant Fund)

	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	231,554.89	296,728.73	220,925.41	350,092.26	272,615.37
51020 Part Time Salaries & Wages	10,179.51	22,271.79	36,754.00	71,074.94	30,460.13
51030 Over Time Salaries & Wages	0.00	0.00	0.00	0.00	0.00
Salary Total	241,734.40	319,000.52	257,679.41	421,167.20	303,075.50
Fringe Benefits					
52010 FICA	17,906.06	23,597.31	18,910.63	31,045.12	22,331.67
52022 Retirement-Co Defined Contrib	0.00	0.00	0.00	0.00	8,064.11
52032 Retirement-Dept Defined Contr	22,426.59	25,857.60	17,771.23	29,754.46	12,222.47
52045 Dept-Health & Life	28,204.00	37,420.00	29,550.00	0.00	0.00
Fringe Benefit Total	68,536.65	86,874.91	66,231.86	60,799.58	42,618.25
Travel					
53010 Monthly Mileage/In State	0.00	0.00	0.00	1,289.81	5,364.93
53030 Lodging/In State	0.00	209.98	0.00	97.05	124.20
53040 Meals/In State	0.00	9.26	0.00	93.75	34.50
53060 Registration Fees/In State	4,885.00	2,425.00	0.00	1,183.00	4,745.00
53080 Incidentals/In State	82.00	20.00	0.00	0.00	0.00
53110 Lodging/Out State	4,098.90	2,648.52	2,101.08	1,988.30	5,601.27
53120 Meals/Out State	1,593.50	227.94	852.67	610.37	652.73
53140 Registration Fees/Out State	2,520.00	2,060.00	1,543.00	1,100.00	2,930.00
53150 Airfare/Out State	3,763.80	1,869.80	1,872.70	1,752.70	3,737.00
53160 Incidentals/Out State	211.50	105.00	290.97	214.74	255.93
Travel Total	17,154.70	9,575.50	6,660.42	8,329.72	23,445.56
Maintenance & Operations					
54011 Postage	0.00	3,600.00	4,800.00	0.00	0.00
54012 Printing & Binding	700.00	0.00	3,685.52	190.00	0.00
54017 Memberships	0.00	250.00	0.00	0.00	0.00
54021 Telecommunications Svcs	0.00	1,552.00	0.00	2,300.03	0.00
54022 Utilities-Gas	0.00	0.00	0.00	1,317.29	0.00
54023 Utilities-Electric	0.00	0.00	0.00	3,103.03	0.00
54024 Utilities-Sewer & Water	0.00	0.00	0.00	586.53	0.00
54025 Utilities-Telephone	0.00	0.00	0.00	1,695.56	0.00
54026 Utilities-Other	0.00	0.00	44.15	0.00	0.00
54028 Books	0.00	0.00	0.00	804.81	1,619.46
54033 Freight & Storage	0.00	0.00	0.00	50.00	0.00
54040 Other	12.00	31.00	233.80	2,309.67	5,700.35
54041 Publications	0.00	885.94	0.00	0.00	158.00
54046 Cellular Telephone	1,860.00	2,900.00	810.00	0.00	0.00
54102 Office Space	0.00	0.00	0.00	20,833.30	0.00
54104 Equipment-Copiers	0.00	0.00	0.00	155.25	0.00
54108 Equipment-Telecommunications	0.00	0.00	0.00	116.64	0.00
54109 Equipment-Other	199.99	0.00	0.00	0.00	0.00
54151 Building & Grounds(Maint Supp)	0.00	0.00	0.00	114.85	0.00
54201 Food	0.00	0.00	0.00	4,310.76	0.00
54202 Kitchen Supplies	0.00	0.00	0.00	686.97	202.13
54218 Janitorial Supplies	0.00	0.00	0.00	67.87	0.00
54222 Misc Supplies	0.00	322.19	81.31	372.60	1,313.83
54352 Office Supplies-Expendable	640.45	0.00	0.00	3,273.66	0.00
54453 Professional Services-Medical	0.00	0.00	0.00	552.25	0.00
54455 Professional Services-Other	18,297.92	13,854.61	58,562.64	126,708.05	130,934.00
54456 Services Other	0.00	3,948.00	0.00	0.00	0.00
Maintenance & Operations Total	21,710.36	27,343.74	68,217.42	169,549.12	139,927.77
Capital Outlay					
55020 Buildings-Purchase	0.00	0.00	0.00	0.00	299.97
55050 Building&Grounds-Fixtures/Per	0.00	0.00	0.00	0.00	2,835.00
55080 Computer Equipment-Purchases	0.00	0.00	1,564.71	19,273.94	4,602.00
55095 Computer Software	416.50	6,867.00	0.00	4,983.47	892.14
55100 Furniture	895.71	11,902.85	5,896.68	5,035.54	0.00
55110 Office Equipment-Purchase	0.00	802.99	0.00	0.00	316.00
55130 Highway Equipment Purchase	0.00	0.00	0.00	0.00	2,115.00
55170 Motor Vehicle-Passenger	0.00	25,989.00	0.00	0.00	29,709.00
55180 Motor Vehicle-Other	0.00	800.00	0.00	7,000.00	8,000.00

Fund=1233 (Juvenile Grant Fund)

	<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			
55200 Telecommunications Equipment	3,158.48	0.00	0.00	0.00	0.00
55220 Law Enforcement Equipment	0.00	0.00	0.00	749.09	0.00
55310 Video Equipment	0.00	1,303.62	0.00	238.98	0.00
55330 Other Equipment	0.00	0.00	0.00	99.98	0.00
55350 Printing Equipment	0.00	2,894.91	0.00	0.00	0.00
Capital Outlay Total	<u>4,470.69</u>	<u>50,560.37</u>	<u>7,461.39</u>	<u>37,381.00</u>	<u>48,769.11</u>
Grand Total	<u>353,606.80</u>	<u>493,355.04</u>	<u>406,250.50</u>	<u>697,226.62</u>	<u>557,836.19</u>