

**CITY OF NORMAN, OK**  
**CITY COUNCIL FINANCE COMMITTEE MEETING**  
Municipal Building, Council Chambers, 201 West Gray, Norman, OK 73069  
Thursday, October 21, 2021 at 4:00 PM

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## **AGENDA**

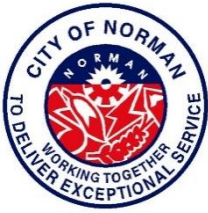
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### **CALL TO ORDER**

### **AGENDA ITEMS**

1. DISCUSSION REGARDING THE BUDGET SHORTFALL IN THE DEVELOPMENT CENTER PORTION OF THE MUNICIPAL COMPLEX RENOVATIONS PROJECT.
2. DISCUSSION REGARDING THE MONTHLY REVENUE AND EXPENDITURES REPORTS.
3. SUBMISSION OF THE OPEN POSITIONS REPORT.

### **ADJOURNMENT**



## CITY OF NORMAN, OK STAFF REPORT

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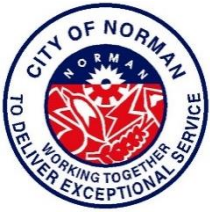
**MEETING DATE:** 10/26/2021

**REQUESTER:** Brenda Hall, City Clerk

**PRESENTER:** Anthony Francisco, Finance Director

**ITEM TITLE:** DISCUSSION REGARDING THE BUDGET SHORTFALL IN THE DEVELOPMENT CENTER PORTION OF THE MUNICIPAL COMPLEX RENOVATIONS PROJECT.

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## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 10/14/2021

**REQUESTER:** Anthony Francisco, Director of Finance

**PRESENTER:** Anthony Francisco, Director of Finance

**ITEM TITLE:** DISCUSSION REGARDING THE MONTHLY REVENUE AND EXPENDITURES REPORTS.

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**SUMMARY OF MAJOR GENERAL FUND REVENUE SOURCES  
VS. BUDGET, FYE 2022 - AS OF SEPTEMBER 30, 2021**

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
<b>Sales Tax</b>	46,157,708	11,147,548	4,704,671	13,732,071	23.18%	3,587,915	282.73%
<b>Use Tax</b>	9,188,804	2,129,055	684,830	2,280,882	7.13%	671,702	239.57%
<b>Franchise Taxes/Fees</b>	6,743,093	1,710,770	570,475	1,765,160	3.18%	541,725	225.84%
<b>Licenses and Permits</b>	1,125,425	217,909	55,507	236,871	8.70%	113,573	108.56%
<b>Shared (Other) Taxes</b>	2,559,900	639,975	237,624	769,343	20.21%	7,641,411	-89.93%
<b>Fines and Forfeitures</b>	1,514,396	378,599	121,285	310,096	-18.09%	150,856	105.56%
<b>Investment/Interest Income</b>	185,711	46,428	776	3,846	-91.72%	6,608	-41.80%
<b>TOTAL: General Fund (Major)</b>	<b>67,475,037</b>	<b>16,270,284</b>	<b>6,375,168</b>	<b>19,098,270</b>	<b>17.38%</b>	<b>12,713,790</b>	<b>50.22%</b>

**SUMMARY OF MAJOR CAPITAL PROJECT FUND REVENUE SOURCES  
VS. BUDGET, FYE 2022 - AS OF SEPTEMBER 30, 2021**

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
<b>Sales Tax</b>	13,960,772	3,371,666	1,431,857	4,179,326	23.95%	1,091,974	282.73%
<b>Investment/Interest Income</b>	700,000	175,000	8,464	29,795	-82.97%	17,389	71.34%
<b>TOTAL: Capital Fund (Major)</b>	<b>14,660,772</b>	<b>3,546,666</b>	<b>1,440,321</b>	<b>4,209,121</b>	<b>18.68%</b>	<b>1,109,364</b>	<b>279.42%</b>

**SUMMARY OF MAJOR NORMAN FORWARD FUND REVENUE SOURCES  
VS. BUDGET, FYE 2022 - AS OF SEPTEMBER 30, 2021**

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
<b>Sales Tax</b>	9,892,637	2,389,171	1,022,755	2,985,233	24.95%	779,982	282.73%
<b>Use Tax</b>	1,552,347	359,680	114,138	380,147	5.69%	111,950	239.57%
<b>Investment/Interest Income</b>	15,000	3,750	9,157	31,313	735.02%	13,941	124.62%
<b>TOTAL: Capital Fund (Major)</b>	<b>11,459,984</b>	<b>2,752,601</b>	<b>1,146,050</b>	<b>3,396,693</b>	<b>23.40%</b>	<b>905,872</b>	<b>274.96%</b>

**SUMMARY OF MAJOR ROOM TAX FUND REVENUE SOURCES  
VS. BUDGET, FYE 2022 - AS OF SEPTEMBER 30, 2021**

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
Hotel/Motel Room Tax	1,312,500	328,125	138,545	421,872	28.57%	100,275	320.71%
Investment/Interest Income	2,500	625	127	365	-41.56%	-	100.00%
<b>TOTAL: Room Tax Fund</b>	<b>1,315,000</b>	<b>328,750</b>	<b>138,671</b>	<b>422,237</b>	<b>28.44%</b>	<b>100,275</b>	<b>321.08%</b>

**SUMMARY OF MAJOR WESTWOOD FUND REVENUE SOURCES  
VS. BUDGET, FYE 2022 - AS OF SEPTEMBER 30, 2021**

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
Golf Green	676,789	229,836	59,803	192,832	-16.10%	53,735	258.86%
Golf Driving Range	146,756	49,077	14,722	44,537	-9.25%	17,450	155.22%
Golf Carts	383,276	137,700	35,237	109,728	-20.31%	31,794	245.12%
Swimming Pool	896,459	391,864	8,115	217,164	-44.58%	8,168	2558.72%
<b>TOTAL: Westwood Fund (Major)</b>	<b>2,103,280</b>	<b>808,477</b>	<b>117,877</b>	<b>564,261</b>	<b>-30.21%</b>	<b>111,148</b>	<b>407.67%</b>

**SUMMARY OF MAJOR WATER FUND REVENUE SOURCES  
VS. BUDGET, FYE 2022 - AS OF SEPTEMBER 30, 2021**

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
User Fees-Residential	17,621,644	6,113,406	2,063,543	5,553,392	-9.16%	2,029,283	173.66%
User Fees-Commercial	2,904,004	726,001	246,071	724,637	-0.19%	262,635	175.91%
User Fees-Industrial	387,933	96,983	67,276	181,621	87.27%	55,846	225.22%
User Fees-Institutional	1,075,076	268,769	(61,330)	(183,027)	-168.10%	64,662	-383.05%
Connection Fees	670,000	167,500	15,816	157,818	-5.78%	335,669	-52.98%
Capital Improvement Charges	1,393,776	348,444	193,960	568,249	63.08%	235,312	141.49%
Investment/Interest Income	120,000	30,000	10,610	35,970	19.90%	18,682	92.54%
<b>TOTAL: Water Fund (Major)</b>	<b>24,172,433</b>	<b>7,751,104</b>	<b>2,535,947</b>	<b>7,038,659</b>	<b>-9.19%</b>	<b>3,002,090</b>	<b>134.46%</b>

**SUMMARY OF MAJOR WATER RECLAMATION FUND REVENUE SOURCES  
VS. BUDGET, FYE 2022 - AS OF SEPTEMBER 30, 2021**

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
<b>User Fees-Residential</b>	8,388,848	2,097,212	702,511	2,093,564	-0.17%	700,743	198.76%
<b>User Fees-Commercial</b>	1,462,010	365,503	141,251	414,255	13.34%	136,373	203.77%
<b>User Fees-Industrial</b>	180,418	45,105	34,219	89,502	98.43%	23,865	275.03%
<b>User Fees-Institutional</b>	1,095,133	273,783	8,961	89,501	-67.31%	121,419	-26.29%
<b>Capital Improvement Charges</b>	832,483	208,121	29,782	89,268	-57.11%	(22,353)	-499.36%
<b>Investment/Interest Income</b>	50,000	12,500	3,105	10,633	-14.93%	7,161	48.50%
<b>TOTAL: Water Reclamation Fund (Major)</b>	12,008,892	3,002,223	919,829	2,786,722	-7.18%	967,207	188.12%

**SUMMARY OF MAJOR SEWER MAINTENANCE FUND REVENUE SOURCES  
VS. BUDGET, FYE 2022 - AS OF SEPTEMBER 30, 2021**

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
<b>Sewer Maintenance Fee</b>	3,062,319	759,244	262,825	788,657	3.87%	265,170	197.42%
<b>TOTAL: Sewer Maintenance Fund (Major)</b>	3,062,319	759,244	262,825	788,657	3.87%	265,170	197.42%

**SUMMARY OF MAJOR NEW DEVELOPMENT EXCISE FUND REVENUE SOURCES  
VS. BUDGET, FYE 2022 - AS OF SEPTEMBER 30, 2021**

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
<b>WW Excise Tax (Residential)</b>	1,100,000	277,136	54,879	286,388	3.34%	309,490	-7.46%
<b>WW Excise Tax (Commercial)</b>	300,000	75,000	8,479	52,904	-29.46%	121,047	-56.29%
<b>TOTAL: New Development Excise Fund (Major)</b>	1,400,000	352,136	63,358	339,292	-3.65%	430,537	-21.19%

**SUMMARY OF MAJOR SANITATION FUND REVENUE SOURCES  
VS. BUDGET, FYE 2022 - AS OF SEPTEMBER 30, 2021**

MAJOR REVENUE SOURCE	TOTAL BUDGET	PROJECTED TO DATE	Current Month Collections	COLLECTED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
<b>User Fees-Residential</b>	8,174,440	2,043,610	634,104	1,897,907	-7.13%	665,542	185.17%
<b>User Fees-Commercial</b>	3,737,221	934,305	362,017	1,052,519	12.65%	286,320	267.60%
<b>User Fees-Industrial</b>	169,992	42,498	-	0	-100.00%	11,111	-100.00%
<b>User Fees-Institutional</b>	494,497	123,624	3,990	69,913	-43.45%	26,331	165.51%
<b>User Fees-Transfer Station</b>	609,632	152,408	117,641	383,064	151.34%	95,379	301.62%
<b>User Fees - Recycling</b>	1,259,502	314,876	101,484	304,239	-3.38%	100,154	203.77%
<b>Recycled Material Sales</b>	226,335	56,584	24,498	52,539	-7.15%	6,263	738.86%
<b>Investment/Interest Income</b>	300,000	75,000	5,107	17,734	-76.35%	10,966	61.72%
<b>TOTAL: Sanitation Fund (Major)</b>	14,971,619	3,742,905	1,248,841	3,777,914	0.94%	1,202,066	214.29%

**SUMMARY OF MAJOR FUND EXPENDITURES VS. BUDGET  
VS. BUDGET, FYE 2022 - AS OF SEPTEMBER 30, 2021**

FUND	TOTAL BUDGET	PROJECTED TO DATE *	Current Month Expended	EXPENDED TO DATE	% Var. From Proj To Date	Prior FY To Date	% Var. From Prior FYTD
<b>General Fund</b>	91,065,427	22,766,357	6,398,960	18,976,664	-16.65%	6,564,496	189.08%
<b>Capital Fund</b>	89,730,195	22,432,549	6,556,423	10,356,234	-53.83%	1,846,253	460.93%
<b>Norman Forward Fund</b>	77,009,772	19,252,443	728,248	5,222,112	-72.88%	1,676,382	211.51%
<b>Westwood Fund</b>	2,462,132	615,533	386,325	974,428	58.31%	165,986	487.05%
<b>Water Fund</b>	60,549,206	15,137,301	2,281,186	4,640,847	-69.34%	1,188,115	290.61%
<b>Water Reclamation Fund</b>	42,440,948	10,610,237	1,198,029	2,701,401	-74.54%	1,034,879	161.04%
<b>Sanitation Fund</b>	24,174,426	6,043,606	1,187,891	2,869,167	-52.53%	1,167,719	145.71%
(Adjusted Budget)							

\* Based on historical collection patterns (where known), or based on proportion of the fiscal year elapsed.

**SUMMARY OF MAJOR GENERAL FUND EXPENDITURES VS. BUDGET  
FYE 2022 - AS OF SEPTEMBER 30, 2021**

DEPARTMENT	TOTAL BUDGET (Adjusted Budget)	PROJECTED TO DATE *	EXPENDED TO DATE	% Var. From Proj To Date
<b>City Council</b>				
<i>Salaries &amp; Benefits</i>	11,627	2,907	2,885	-0.74%
<i>Supplies &amp; Materials</i>	15,948	3,987	872	-78.14%
<i>Services &amp; Maintenance</i>	1,408,799	352,200	302,974	-13.98%
<i>Internal Services</i>	24,779	6,195	2,912	-52.99%
<i>Capital Equipment</i>	-	-	-	0.00%
<b>Total</b>	1,461,153	365,288	309,643	-15.23%
<b>City Manager</b>				
<i>Salaries &amp; Benefits</i>	1,139,224	284,806	181,921	-36.12%
<i>Supplies &amp; Materials</i>	23,103	5,776	5,786	0.18%
<i>Services &amp; Maintenance</i>	1,687,239	421,810	85,385	-79.76%
<i>Internal Services</i>	36,953	9,238	2,817	-69.50%
<i>Capital Equipment</i>	98,053	24,513	14,000	-42.89%
<b>Total</b>	2,984,572	746,143	289,910	-61.15%
<b>City Clerk</b>				
<i>Salaries &amp; Benefits</i>	513,264	128,316	124,043	-3.33%
<i>Supplies &amp; Materials</i>	6,212	1,553	524	-66.24%
<i>Services &amp; Maintenance</i>	708,556	177,139	98,971	-44.13%
<i>Internal Services</i>	154,000	38,500	17,526	-54.48%
<i>Capital Equipment</i>	-	-	-	0.00%
<b>Total</b>	1,382,032	345,508	241,065	-30.23%
<b>Municipal Court</b>				
<i>Salaries &amp; Benefits</i>	1,117,060	279,265	249,967	-10.49%
<i>Supplies &amp; Materials</i>	14,320	3,580	1,139	-68.17%
<i>Services &amp; Maintenance</i>	73,428	18,357	7,086	-61.40%
<i>Internal Services</i>	32,306	8,077	4,586	-43.21%
<i>Capital Equipment</i>	-	-	-	0.00%
<b>Total</b>	1,237,114	309,279	262,779	-15.03%
<b>Legal</b>				
<i>Salaries &amp; Benefits</i>	984,012	246,003	231,288	-5.98%
<i>Supplies &amp; Materials</i>	12,004	3,001	1,395	-53.51%
<i>Services &amp; Maintenance</i>	274,174	68,544	56,284	-17.89%
<i>Internal Services</i>	28,968	7,242	4,097	-43.43%
<i>Capital Equipment</i>	-	-	-	0.00%
<b>Total</b>	1,299,158	324,790	293,064	-9.77%



DEPARTMENT	TOTAL BUDGET (Adjusted Budget)	PROJECTED TO DATE *	EXPENDED TO DATE	% Var. From Proj To Date
<b>I.T.</b>				
<i>Salaries &amp; Benefits</i>	1,603,448	400,862	361,870	-9.73%
<i>Supplies &amp; Materials</i>	53,028	13,257	6,514	-50.87%
<i>Services &amp; Maintenance</i>	1,425,234	356,309	493,238	38.43%
<i>Internal Services</i>	17,330	4,333	2,886	-33.38%
<i>Capital Equipment</i>	311,210	77,803	-	-100.00%
<b>Total</b>	3,410,250	852,563	864,508	1.40%
<b>Finance</b>				
<i>Salaries &amp; Benefits</i>	2,437,401	609,350	565,269	-7.23%
<i>Supplies &amp; Materials</i>	70,658	17,665	7,613	-56.90%
<i>Services &amp; Maintenance</i>	1,017,163	254,291	163,379	-35.75%
<i>Internal Services</i>	253,312	63,328	39,213	-38.08%
<i>Capital Equipment</i>	45,163	11,291	6,072	-46.22%
<b>Total</b>	3,823,697	955,924	781,546	-18.24%
<b>Human Resources</b>				
<i>Salaries &amp; Benefits</i>	662,036	165,509	152,633	-7.78%
<i>Supplies &amp; Materials</i>	30,387	7,597	7,164	-5.69%
<i>Services &amp; Maintenance</i>	330,927	82,732	36,310	-56.11%
<i>Internal Services</i>	53,604	13,401	6,907	-48.46%
<i>Capital Equipment</i>	3,625	906	140	-84.59%
<b>Total</b>	1,080,579	270,145	203,154	-24.80%
<b>Planning</b>				
<i>Salaries &amp; Benefits</i>	3,395,378	848,845	723,421	-14.78%
<i>Supplies &amp; Materials</i>	50,334	12,584	7,078	-43.76%
<i>Services &amp; Maintenance</i>	326,667	81,667	146,270	79.11%
<i>Internal Services</i>	151,558	37,890	24,533	-35.25%
<i>Capital Equipment</i>	16,173	4,043	3,560	-11.95%
<b>Total</b>	3,940,110	985,028	904,862	-8.14%
<b>Public Works</b>				
<i>Salaries &amp; Benefits</i>	9,059,178	2,264,795	2,004,049	-11.51%
<i>Supplies &amp; Materials</i>	4,523,113	1,130,778	636,358	-43.72%
<i>Services &amp; Maintenance</i>	3,124,268	781,067	442,347	-43.37%
<i>Internal Services</i>	854,640	213,660	148,455	-30.52%
<i>Capital Equipment</i>	2,076,430	519,108	153,121	-70.50%
<b>Total</b>	19,637,629	4,909,407	3,384,329	-31.06%

DEPARTMENT	TOTAL BUDGET (Adjusted Budget)	PROJECTED TO DATE *	EXPENDED TO DATE	% Var. From Proj To Date
<b>Police</b>				
<i>Salaries &amp; Benefits</i>	19,476,797	4,869,199	4,481,866	-7.95%
<i>Supplies &amp; Materials</i>	886,977	221,744	140,021	-36.85%
<i>Services &amp; Maintenance</i>	1,700,701	425,175	355,383	-16.41%
<i>Internal Services</i>	914,643	228,661	142,861	-37.52%
<i>Capital Equipment</i>	1,355,390	338,848	114,193	-66.30%
<b>Total</b>	24,334,508	6,083,627	5,234,324	-13.96%
<b>Fire</b>				
<i>Salaries &amp; Benefits</i>	15,330,905	3,832,726	3,688,460	-3.76%
<i>Supplies &amp; Materials</i>	391,243	97,811	57,527	-41.18%
<i>Services &amp; Maintenance</i>	469,559	117,390	131,048	11.63%
<i>Internal Services</i>	549,902	137,476	105,198	-23.48%
<i>Capital Equipment</i>	200,184	50,046	34,107	-31.85%
<b>Total</b>	16,941,793	4,235,448	4,016,340	-5.17%
<b>Parks &amp; Recreation**</b>				
<i>Salaries &amp; Benefits</i>	4,646,155	1,161,539	1,062,922	-8.49%
<i>Supplies &amp; Materials</i>	613,346	153,337	106,492	-30.55%
<i>Services &amp; Maintenance</i>	1,447,106	361,777	496,620	37.27%
<i>Internal Services</i>	371,806	92,952	60,083	-35.36%
<i>Capital Equipment</i>	643,473	160,868	12,287	-92.36%
<b>Total</b>	7,721,886	1,930,472	1,738,403	-9.95%
<b>General Fund</b>				
<i>Salaries &amp; Benefits</i>	60,376,485	15,094,121	13,830,596	-8.37%
<i>Supplies &amp; Materials</i>	6,690,673	1,672,668	978,482	-41.50%
<i>Services &amp; Maintenance</i>	13,993,821	3,498,455	2,815,295	-19.53%
<i>Internal Services</i>	3,443,801	860,950	562,074	-34.71%
<i>Capital Equipment</i>	4,749,701	1,187,425	337,479	-71.58%
<i>Interfund Transfers</i>	1,810,947	452,737	452,736	0.00%
<b>Total</b>	91,065,428	22,766,357	18,976,663	-16.65%

\* Based on proportion of the fiscal year elapsed.

\*\* Includes Sooner Theatre, Santa Fe Depot, Firehouse Art Center & Historical Museum

Expenses do not include encumbrances

**GENERAL FUND:**  
**As of September 30, 2021**

	Original Budget - Annual	Adjusted budget - Annual	YTD Actual - 3 Month	Unencumb Balance
Beginning Fund Balance	2,502,276	3,200,649	\$ 3,200,649	
<b>REVENUES:</b>				
Revenue	82,638,642	82,638,642	20,574,941	
Transfers In	6,050,665	9,258,876	1,515,968	
Total Revenue	<u>88,689,307</u>	<u>91,897,518</u>	<u>22,090,909</u>	
<b>EXPENDITURES:</b>				
Salary / Benefits	60,350,685	60,376,485	13,830,596	46,545,889
Supplies / Materials	5,951,091	6,690,673	978,482	4,975,858
Services / Maintenance	12,831,712	13,993,821	2,815,295	8,717,506
Internal Services	3,443,801	3,443,801	562,074	2,881,727
Capital Equipment	3,769,409	4,749,700	337,479	2,306,787
Transfers Out	1,810,947	4,774,674	452,737	1,358,210
Employee Turnover Savings	(800,000)	(800,000)		
Supplies/Materials/Svs/Maint Savings	-	-		
Total Expenditures	<u>87,357,645</u>	<u>93,229,154</u>	<u>18,976,663</u>	<u>66,785,977</u>
Net Difference	<u>1,331,662</u>	<u>(1,331,636)</u>	<u>3,114,246</u>	
Ending Fund Balance	<u>\$ 3,833,938</u>	<u>\$ 1,869,013</u>	<u>\$ 6,314,895</u>	

**RAINY DAY FUND:**  
**As of September 30, 2021**

	<b>Original Budget - Annual</b>	<b>Adjusted budget - Annual</b>	<b>YTD Actual - 3 Month</b>
Beginning Fund Balance	\$ 4,074,175	\$ 4,027,066	\$ 4,027,066
<b>REVENUES:</b>			
Revenue	50,000	50,000	4,261
Transfers In	-	-	-
Total Revenue	<u>50,000</u>	<u>50,000</u>	<u>4,261</u>
<b>EXPENDITURES:</b>			
Transfers Out	-	-	-
Total Expenditures	<u>-</u>	<u>-</u>	<u>-</u>
Net Difference	<u>50,000</u>	<u>50,000</u>	<u>4,261</u>
Ending Fund Balance	<u>\$ 4,124,175</u>	<u>\$ 4,077,066</u>	<u>\$ 4,031,327</u>
Rainy Day Target - 4%			3,440,406

**PUBLIC SAFETY SALES TAX FUND:**  
**As of September 30, 2021**

	Original Budget - Annual	Adjusted budget - Annual	YTD Actual - 3 Month	Unencumb Balance
Beginning Fund Balance	\$ -	\$ 8,846,480	\$ 8,846,480	
<b>REVENUES:</b>				
Revenue	12,221,302	12,221,302	3,365,610	
Transfers In	1,499,870	3,024,127	374,968	
Total Revenue	<u>13,721,172</u>	<u>15,245,429</u>	<u>3,740,578</u>	
<b>EXPENDITURES:</b>				
Salary / Benefits	9,217,631	9,217,631	2,180,706	7,036,925
Supplies / Materials	351,006	432,054	47,804	243,037
Services / Maintenance	288,960	377,174	132,043	178,477
Internal Services	375,486	375,486	70,617	304,869
Capital Equipment	358,747	1,441,508	26,105	370,130
Capital Project	760,000	6,903,688	37,674	6,535,195
Debt Service	2,369,342	2,369,342	1,184,752	1,184,590
Transfers Out	-	-	-	-
Total Expenditures	<u>13,721,172</u>	<u>21,116,883</u>	<u>3,679,701</u>	<u>15,853,223</u>
Net Difference	-	(5,871,454)	60,877	
Ending Fund Balance	<u>\$ -</u>	<u>\$ 2,975,026</u>	<u>\$ 8,907,357</u>	

**ROOM TAX FUND:**  
**As of September 30, 2021**

	<b>Original Budget - Annual</b>	<b>Adjusted budget - Annual</b>	<b>YTD Actual - 3 Month</b>	<b>Unencumb Balance</b>
Beginning Fund Balance	\$ 194,002	\$ 319,614	\$ 319,614	
<b>REVENUES:</b>				
Revenue	1,315,000	1,315,000	465,724	
Transfers In	-	-	-	
Total Revenue	<u>1,315,000</u>	<u>1,315,000</u>	<u>465,724</u>	
<b>EXPENDITURES:</b>				
Services / Maintenance	946,800	1,055,674	368,200	-
Internal Services	52,500	52,500	12,186	40,314
Capital Projects	87,000	358,270	6,543	305,058
Transfers Out	209,444	-	-	209,444
Total Expenditures	<u>1,295,744</u>	<u>1,466,444</u>	<u>386,929</u>	<u>554,816</u>
Net Difference	<u>19,256</u>	<u>(151,444)</u>	<u>78,795</u>	
Ending Fund Balance	<u>\$ 213,258</u>	<u>\$ 168,170</u>	<u>\$ 398,409</u>	

**WESTWOOD FUND:**  
**As of September 30, 2021**

	<b>Original Budget - Annual</b>	<b>Adjusted budget - Annual</b>	<b>YTD Actual - 3 Month</b>	<b>Unencumb Balance</b>
Beginning Fund Balance	\$ 42,605	\$ 185,631	\$ 185,631	
<b>REVENUES:</b>				
Revenue	2,127,352	2,162,352	731,453	
Transfers In	376,274	131,830	41,708	
Total Revenue	<u>2,503,626</u>	<u>2,294,182</u>	<u>773,161</u>	
<b>EXPENDITURES:</b>				
Salary / Benefits	1,316,466	1,316,466	507,658	808,808
Supplies / Materials	330,126	341,834	108,558	197,666
Services / Maintenance	293,407	312,502	115,416	101,456
Internal Services	43,181	43,181	10,113	33,068
Capital Equipment	131,830	238,705	34,487	90,450
Capital Projects	-	-	-	-
Debt Service	209,444	-	198,194	11,250
Employee Turnover Savin	(34,215)	(34,215)		
Supplies/Materials/Svs/Ma	(34,215)	(34,215)		
Total Expenditures	<u>2,256,024</u>	<u>2,184,258</u>	<u>974,426</u>	<u>1,242,698</u>
Net Difference	<u>247,602</u>	<u>109,924</u>	<u>(201,265)</u>	
Ending Fund Balance	<u>\$ 290,207</u>	<u>\$ 295,555</u>	<u>\$ (15,634)</u>	

**WATER FUND:**  
**As of September 30, 2021**

	Original Budget - Annual	Adjusted budget - Annual	YTD Actual - 3 Month	Unencumb Balance
Beginning Fund Balance	\$ 7,530,865	\$ 34,198,365	\$ 34,198,365	
<b>REVENUES:</b>				
Revenue	26,840,527	32,720,325	7,391,276	
Transfers In	-	-	-	
Total Revenue	<u>26,840,527</u>	<u>32,720,325</u>	<u>7,391,276</u>	
<b>EXPENDITURES:</b>				
Salary / Benefits	4,583,708	4,583,708	978,702	3,605,006
Supplies / Materials	3,002,384	3,187,716	672,147	2,237,376
Services / Maintenance	2,670,863	3,159,791	614,232	1,954,783
Internal Services	237,511	237,511	35,028	202,483
Cost Allocation	2,081,271	2,081,271	289,899	1,791,372
Capital Equipment	548,100	633,722	260,084	216,306
Capital Projects	11,270,701	39,864,840	919,850	32,278,950
Debt Service	5,571,847	5,572,146	534,078	5,037,769
Transfers Out	1,228,500	1,228,500	307,125	921,375
Employee Turnover Savings	(68,756)	(68,756)		
Total Expenditures	<u>31,126,129</u>	<u>60,480,449</u>	<u>4,611,145</u>	<u>48,245,420</u>
Net Difference	<u>(4,285,602)</u>	<u>(27,760,124)</u>	<u>2,780,131</u>	
Ending Fund Balance	<u>\$ 3,245,263</u>	<u>\$ 6,438,241</u>	<u>\$ 36,978,496</u>	



**WATER RECLAMATION FUND:**  
**As of September 30, 2021**

	Original Budget - Annual	Adjusted budget - Annual	YTD Actual - 3 Month	Unencumb Balance
Beginning Fund Balance	\$ 892,502	\$ 9,821,760	\$ 9,821,760	
<b>REVENUES:</b>				
Revenue	13,936,263	13,936,263	2,914,613	
Transfers In	-	-	-	
Total Revenue	<u>13,936,263</u>	<u>13,936,263</u>	<u>2,914,613</u>	
<b>EXPENDITURES:</b>				
Salary / Benefits	3,526,205	3,526,205	797,769	2,728,436
Supplies / Materials	582,178	625,572	215,058	399,645
Services / Maintenance	1,379,026	1,489,760	358,717	826,748
Internal Services	201,264	201,264	38,925	162,339
Cost Allocation	1,978,169	1,978,169	291,864	1,686,305
Capital Equipment	615,850	663,321	91,171	425,368
Capital Projects	3,670,000	14,086,011	362,110	9,074,525
Debt Service	2,257,294	2,257,294	155,809	2,101,485
Transfers Out	625,754	625,754	156,439	469,315
Employee Turnover Savings	(52,893)	(52,893)		
Total Expenditures	<u>14,782,847</u>	<u>25,400,457</u>	<u>2,467,862</u>	<u>17,874,166</u>
Net Difference	<u>(846,584)</u>	<u>(11,464,194)</u>	<u>446,751</u>	
Ending Fund Balance	<u>\$ 45,918</u>	<u>\$ (1,642,434)</u>	<u>\$ 10,268,511</u>	

**SEWER MAINTENANCE FUND:**  
**As of September 30, 2021**

	<b>Original Budget - Annual</b>	<b>Adjusted budget - Annual</b>	<b>YTD Actual - 3 Month</b>	<b>Unencumb Balance</b>
Beginning Fund Balance	\$ 1,671,954	\$ 12,267,822	\$ 12,267,822	
<b>REVENUES:</b>				
Revenue	3,062,319	3,062,319	798,983	
Transfers In	-	-	-	
Total Revenue	<u>3,062,319</u>	<u>3,062,319</u>	<u>798,983</u>	
<b>EXPENDITURES:</b>				
Salary / Benefits	73,971	73,971	16,207	57,764
Supplies / Materials	2,625	2,625	349	2,276
Services / Maintenance	4,825	4,825	124	4,701
Internal Services	800	800	-	800
Cost Allocation	-	-	-	-
Capital Equipment	-	-	-	-
Capital Projects	2,800,000	13,169,911	82,905	11,312,864
Audit Adjustments	-	-	-	-
Employee Turnover Savings	-	-	-	-
Total Expenditures	<u>2,882,221</u>	<u>13,252,132</u>	<u>99,585</u>	<u>11,378,405</u>
Net Difference	<u>180,098</u>	<u>(10,189,813)</u>	<u>699,398</u>	
Ending Fund Balance	<u>\$ 1,852,052</u>	<u>\$ 2,078,009</u>	<u>\$ 12,967,220</u>	

**NEW DEVELOPMENT EXCISE FUND:**  
**As of September 30, 2021**

	Original Budget - Annual	Adjusted budget - Annual	YTD Actual - 3 Month	Unencumb Balance
Beginning Fund Balance	\$ 4,055,086	\$ 6,821,107	\$ 6,821,107	
<b>REVENUES:</b>				
Revenue	1,470,000	1,470,000	346,747	
Transfers In	-	-	-	
Total Revenue	<u>1,470,000</u>	<u>1,470,000</u>	<u>346,747</u>	
<b>EXPENDITURES:</b>				
Services / Maintenance	-	-	-	-
Capital Projects	105,000	1,832,325	-	1,802,325
Debt Service	1,903,141	1,903,141	107,688	1,795,453
Audit Adjustments	-	-	-	-
Total Expenditures	<u>2,008,141</u>	<u>3,735,466</u>	<u>107,688</u>	<u>3,597,778</u>
Net Difference	<u>(538,141)</u>	<u>(2,265,466)</u>	<u>239,059</u>	
Ending Fund Balance	<u>\$ 3,516,945</u>	<u>\$ 4,555,641</u>	<u>\$ 7,060,166</u>	

**SANITATION FUND:**  
**As of September 30, 2021**

	<b>Original Budget - Annual</b>	<b>Adjusted budget - Annual</b>	<b>YTD Actual - 3 Month</b>	<b>Unencumb Balance</b>
Beginning Fund Balance	\$ 9,095,511	\$ 16,465,191	\$ 16,465,191	
<b>REVENUES:</b>				
Revenue	16,076,334	16,076,334	4,108,480	
Transfers In	-	-	-	
Total Revenue	<u>16,076,334</u>	<u>16,076,334</u>	<u>4,108,480</u>	
<b>EXPENDITURES:</b>				
Salary / Benefits	4,601,713	4,601,713	1,132,849	3,468,864
Supplies / Materials	1,094,725	1,096,201	201,142	891,500
Services / Maintenance	4,111,357	4,125,862	713,749	3,398,879
Internal Services	807,362	807,362	92,059	715,303
Cost Allocation	1,578,214	1,578,214	229,446	1,348,768
Capital Equipment	4,060,629	5,399,295	99,696	3,178,747
Capital Projects	1,170,000	6,565,779	375,566	4,975,944
Debt Service	-	-	-	-
Transfers Out	-	-	-	-
Total Expenditures	<u>17,424,000</u>	<u>24,174,426</u>	<u>2,844,507</u>	<u>17,978,005</u>
Net Difference	<u>(1,347,666)</u>	<u>(8,098,092)</u>	<u>1,263,973</u>	
Ending Fund Balance	<u>\$ 7,747,845</u>	<u>\$ 8,367,099</u>	<u>\$ 17,729,164</u>	

**CAPITAL FUND:**  
**As of September 30, 2021**

	Original Budget - Annual	Adjusted budget - Annual	YTD Actual - 3 Month	Unencumb Balance
	\$ 15,190,315	\$ 75,000,988	\$ 75,000,988	
<b>REVENUES:</b>				
Revenue	66,860,772	66,860,772	4,216,177	
Transfers In	-	-	-	
Total Revenue	<u>66,860,772</u>	<u>66,860,772</u>	<u>4,216,177</u>	
<b>EXPENDITURES:</b>				
Salary / Benefits	1,413,850	1,413,850	294,720	1,119,130
Supplies / Materials	-	-	-	-
Services / Maintenance	16,499	16,499	361	16,138
Internal Services	200	200	50	150
Capital Equipment	-	-	-	-
Capital Projects	17,331,972	80,152,276	6,802,324	53,624,275
Debt Service	1,582,492	1,582,492	208	1,582,284
Transfers Out	4,408,409	6,564,878	3,258,571	3,306,307
Total Expenditures	<u>24,753,422</u>	<u>89,730,195</u>	<u>10,356,234</u>	<u>59,648,284</u>
Net Difference	<u>42,107,350</u>	<u>(22,869,423)</u>	<u>(6,140,057)</u>	
Ending Fund Balance	<u>\$ 57,297,665</u>	<u>\$ 52,131,565</u>	<u>\$ 68,860,931</u>	

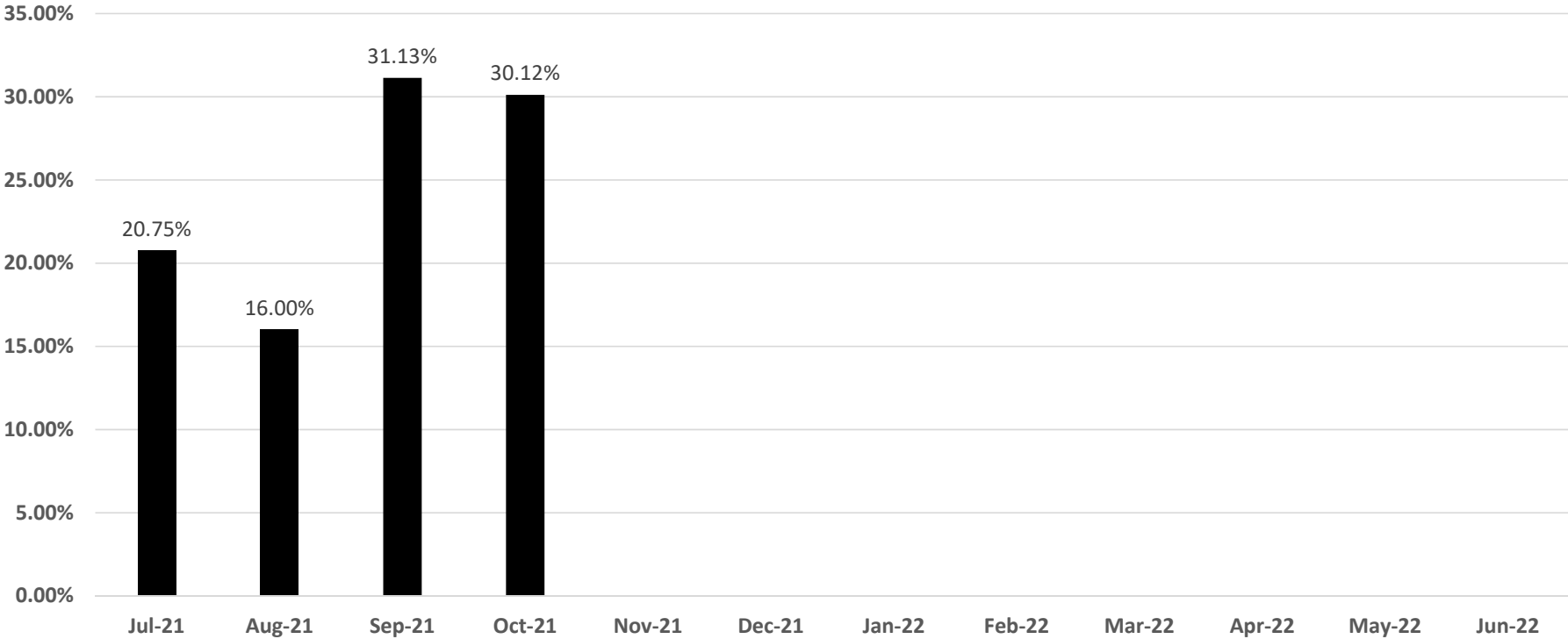
**NORMAN FORWARD SALES TAX FUND:**  
**As of September 30, 2021**

	Original Budget - Annual	Adjusted budget - Annual	YTD Actual - 3 Month	Unencumb Balance
	\$ 37,973,627	\$ 65,787,271	\$ 65,787,271	
<b>REVENUES:</b>				
Revenue	11,859,984	11,859,984	3,396,693	
Transfers In	-	-	-	
Total Revenue	<u>11,859,984</u>	<u>11,859,984</u>	<u>3,396,693</u>	
<b>EXPENDITURES:</b>				
Salary / Benefits	-	-	-	-
Supplies / Materials	-	-	-	-
Services / Maintenance	1,000,000	1,663,105	214,506	1,000,000
Internal Services	-	-	-	-
Capital Projects	14,030,000	67,375,056	1,344,091	63,577,270
Debt Service	7,586,783	7,586,783	3,567,308	4,019,475
Transfers Out	384,828	384,828	96,207	288,621
Total Expenditures	<u>23,001,611</u>	<u>77,009,772</u>	<u>5,222,112</u>	<u>68,885,366</u>
Net Difference	<u>(11,141,627)</u>	<u>(65,149,788)</u>	<u>(1,825,419)</u>	
Ending Fund Balance	<u>\$ 26,832,000</u>	<u>\$ 637,483</u>	<u>\$ 63,961,852</u>	

## Appropriations from Fund Balance FY22

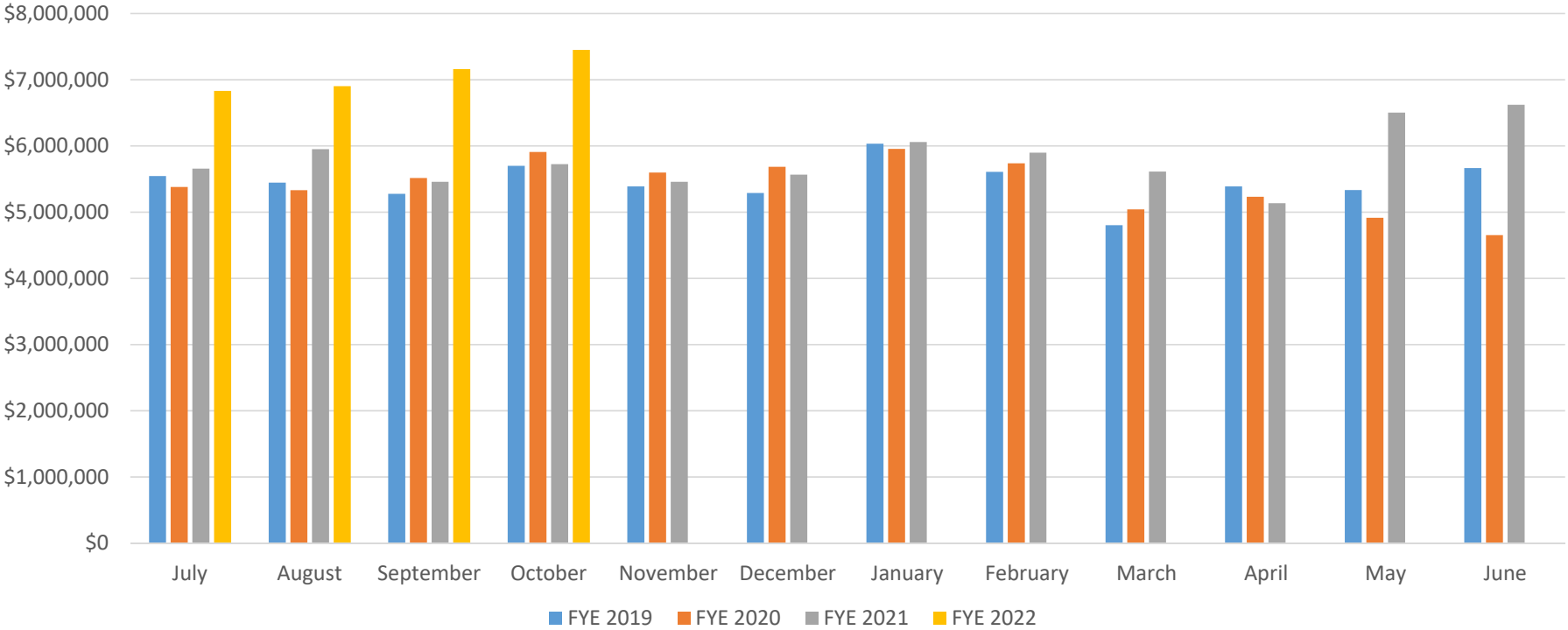
Fund	Gaining Account	Amount	Agenda Date	Item No.	Project No.	Description
<b>General Fund</b>						
10-29000	10660310-43702	500.00	7/27/2021	19		donation to PD on 11-10-20 from J.M. Williams Rev Trust to be used to purchase awards for PD employees
10-29000	10660270-43115	1,755.00	7/27/2021	19		donation to PD on 3-23-21 from Citizens & Memorials to be used for care of animals at Animal Welfare Center
106-363376	10660322-43136	1,600.00	9/14/2021	11		donation from Armstrong Bank to PD donations acct for expenses incurred for National Night Out Event
<b>Community Development Fund</b>						
21-29000	21240290-44003	12,412.00	9/14/2021	19		Continuum of Care Planning grant from Dept of Housing & Urban Dev for coordination of activities related to homelessness
21-29000	21240021-42003	110,295.00	9/28/2021	19		Emergency Solutions Grant Corona Relief (ESG CR2) for operation of CON emergency shelter
21-29000	21240021-42901	8,105.00	9/28/2021	19		Emergency Solutions Grant Corona Relief (ESG CR2) for operation of CON emergency shelter
21-29000	21240021-43199	13,600.00	9/28/2021	19		Emergency Solutions Grant Corona Relief (ESG CR2) for operation of CON emergency shelter
21-29000	21240021-44110	185,000.00	9/28/2021	19		Emergency Solutions Grant Corona Relief (ESG CR2) for operation of CON emergency shelter
21-29000	21240021-44119	13,800.00	9/28/2021	19		Emergency Solutions Grant Corona Relief (ESG CR2) for operation of CON emergency shelter
21-29000	21240021-44226	2,000.00	9/28/2021	19		Emergency Solutions Grant Corona Relief (ESG CR2) for operation of CON emergency shelter
21-29000	21240021-44227	16,800.00	9/28/2021	19		Emergency Solutions Grant Corona Relief (ESG CR2) for operation of CON emergency shelter
21-29000	21240021-44503	50,400.00	9/28/2021	19		Emergency Solutions Grant Corona Relief (ESG CR2) for operation of CON emergency shelter
<b>Special Grants Fund</b>						
22-11017	22695523-46101	9,500,000.00	7/27/2021	24	BG0083	ARPA grant funds for the construction of the Emergency Operations Center (EOC)
22-29000	22440146-44009	7,000.00	7/27/2021	12		CLG grant for development & support of local historic programs
22-29000	22440146-44604	3,000.00	7/27/2021	12		CLG grant for development & support of local historic programs
22-29000	22440146-44701	250.00	7/27/2021	12		CLG grant for development & support of local historic programs
22-29000	22440146-44821	300.00	7/27/2021	12		CLG grant for development & support of local historic programs
22-29000	22440146-43001	50.00	7/27/2021	12		CLG grant for development & support of local historic programs
22-29000	22440146-44601	150.00	7/27/2021	12		CLG grant for development & support of local historic programs
22-29000	22660117-44754	2,623.00	8/10/2021	18	GP0034	JAG grant pass thru to Clev. Co. Sheriff's office to update several in-car computers
22-29000	22660017-45999	23,603.00	8/10/2021	18	GP0034	JAG grant to purchase new 3-D crime scene scanner
22-11017	22730241-44741	100,000.00	8/24/2021	24		ARPA grant funds to be used for the Norman Arts Council's programs
22-11017	22110303-44730	500,000.00	9/14/2021	23		ARPA grant funds to be used to incentivize Covid 19 vaccinations
22-29000	22660119-42110	84,186.00	9/28/2021	14	GP0126	OHSO grant for NPD to conduct high-visibility enforcement, saturation patrols, etc. for traffic safety and to purchase lidars
22-29000	22660119-42901	6,440.00	9/28/2021	14	GP0126	OHSO grant for NPD to conduct high-visibility enforcement, saturation patrols, etc. for traffic safety and to purchase lidars
22-29000	22660119-45999	11,000.00	9/28/2021	14	GP0126	OHSO grant for NPD to conduct high-visibility enforcement, saturation patrols, etc. for traffic safety and to purchase lidars
22-29000	22660645-45999	30,090.00	9/28/2021	18	GP0044	OKOHS grant to be used to purchase night vision devices
<b>Risk Management Fund</b>						
43-29000	10550223-43212	2,438.51	7/27/2021	14		reimbursements from insurance companies due to accidents to repair damaged traffic signal equipment
43-29000	10550223-43213	863.49	7/27/2021	14		reimbursements from insurance companies due to accidents to repair damaged traffic signal equipment
<b>Capital Fund Balance</b>						
50-29000	50590052-46101	4,653.24	7/27/2021	16	TC0273	for Citywide Sidewalk & Curb reconstruction program
50-29000	50593388-46201	19,600.00	9/14/2021	18	BG0165	add'l funds from fund balance for North Base Feasibility Study
50-29000	21240002-44715	810,900.00	9/14/2021	20		CDBG-CV2 funds distributed by Ok Dept of Commerce to provide COVID financial assistance-rent
50-29000	21240002-44716	318,000.00	9/14/2021	20		CDBG-CV2 funds distributed by Ok Dept of Commerce to provide COVID financial assistance-food
50-29000	21240002-44721	318,000.00	9/14/2021	20		CDBG-CV2 funds distributed by Ok Dept of Commerce to provide COVID financial assistance-child care
50-29000	21240002-42001	69,600.00	9/14/2021	20		CDBG-CV2 funds distributed by Ok Dept of Commerce to provide COVID financial assistance-salary
50-29000	50593352-46101	465,695.00	9/14/2021	22	TC0281	add'l funds to be allocated to Imhoff Rd Emergency Bridge Repair Project

# Norman Sales Tax % Change from Prior Year, Fiscal Year Ending 2022





# Norman Unrestricted Sales Tax, FYE 2019-2022



**City Comparison for Sales Tax collections - July 2021**

City	Change from July 2020	Year-to-date % Change
Norman	20.75%	20.75%
OKC	20.59%	20.59%
Moore	8.30%	8.30%
Edmond	8.73%	8.73%
Midwest City	0.07%	0.07%
Tulsa	16.19%	16.19%
Lawton	6.20%	6.20%
State of OK	12.13%	12.13%

**City Comparison for Sales Tax collections - January 2022**

City	Change from Jan 2021	Year-to-date % Change
Norman		
OKC		
Moore		
Edmond		
Midwest City		
Tulsa		
Lawton		
State of OK		

**City Comparison for Sales Tax collections - August 2021**

City	Change from Aug 2020	Year-to-date % Change
Norman	16.00%	18.31%
OKC	14.01%	17.18%
Moore	10.02%	9.16%
Edmond	3.87%	6.27%
Midwest City	-2.42%	-1.20%
Tulsa	12.96%	14.53%
Lawton	5.22%	5.70%
State of OK	10.88%	11.49%

**City Comparison for Sales Tax collections - February 2022**

City	Change from Feb 2021	Year-to-date % Change
Norman		
OKC		
Moore		
Edmond		
Midwest City		
Tulsa		
Lawton		
State of OK		

**City Comparison for Sales Tax collections - September 2021**

City	Change from Sep 2020	Year-to-date % Change
Norman	31.13%	22.41%
OKC	16.55%	16.96%
Moore	15.66%	11.29%
Edmond	9.93%	7.46%
Midwest City	2.83%	0.11%
Tulsa	15.33%	14.80%
Lawton	8.63%	6.66%
State of OK	17.64%	13.49%

**City Comparison for Sales Tax collections - March 2022**

City	Change from Mar 2021	Year-to-date % Change
Norman		
OKC		
Moore		
Edmond		
Midwest City		
Tulsa		
Lawton		
State of OK		

**City Comparison for Sales Tax collections - October 2021**

City	Change from Oct 2020	Year-to-date % Change
Norman	30.12%	24.35%
OKC	17.33%	17.06%
Moore	24.63%	14.46%
Edmond	7.81%	7.55%
Midwest City	7.06%	1.76%
Tulsa	10.98%	13.83%
Lawton	14.83%	8.59%
State of OK	n/a	n/a

**City Comparison for Sales Tax collections - April 2022**

City	Change from Apr 2021	Year-to-date % Change
Norman		
OKC		
Moore		
Edmond		
Midwest City		
Tulsa		
Lawton		
State of OK		

**City Comparison for Sales Tax collections - November 2021**

City	Change from Nov 2020	Year-to-date % Change
Norman		
OKC		
Moore		
Edmond		
Midwest City		
Tulsa		
Lawton		
State of OK		

**City Comparison for Sales Tax collections - May 2022**

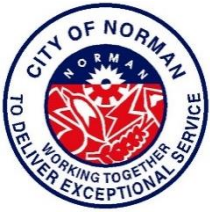
City	Change from May 2021	Year-to-date % Change
Norman		
OKC		
Moore		
Edmond		
Midwest City		
Tulsa		
Lawton		
State of OK		

**City Comparison for Sales Tax collections - December 2021**

City	Change from Dec 2020	Year-to-date % Change
Norman		
OKC		
Moore		
Edmond		
Midwest City		
Tulsa		
Lawton		
State of OK		

**City Comparison for Sales Tax collections - June 2022**

City	Change from June 2021	Year-to-date % Change
Norman		
OKC		
Moore		
Edmond		
Midwest City		
Tulsa		
Lawton		
State of OK		



## CITY OF NORMAN, OK STAFF REPORT

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**MEETING DATE:** 09/16/2021

**REQUESTER:** Anthony Francisco, Director of Finance

**PRESENTER:** Anthony Francisco, Director of Finance

**ITEM TITLE:** SUBMISSION OF THE OPEN POSITIONS REPORT.

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**CITY OF NORMAN  
Position Vacancy Report  
10/14/2021**

Item 3.

POSITIONS AUTHORIZED TO FILL			
Position	Department/Division	Date of Vacancy	Status
<b>General Fund:</b>			
Administrative Technician III	City Clerk	08/19/21	Conducting Selection Process
Utility Billing Service Rep	Finance/Utilities	09/13/21	Accepting Applications
Meter Reader	Finance/Utilities	09/17/21	Accepting Applications
Municipal Accountant I	Finance/Accounting	08/31/21	Conducting Selection Process
Administrative Technician III	Planning/Admin	07/01/21	Conducting Selection Process
Building Inspector	Planning/Dev Svs	07/06/21	Conducting Selection Process
Permit Technician	Planning/Dev Svs	07/26/21	Conducting Selection Process
Planner I	Planning	07/23/21	Conducting Selection Process
City Surveyor	Public Works/Engr.	07/01/21	Accepting Applications
Capital Projects Engineer	Public Works/Engineering	08/13/21	Pending Job Announcement
Maintenance Worker I	Public Works/Streets	08/27/21	Pending Job Announcement
Heavy Equipment Operator	Public Works/Streets	09/30/21	Accepting Applications
Maintenance Worker I	Public Works/Stormwater	07/29/21	Conducting Selection Process
Stormwater Program Specialist	Public Works/Stormwater	08/13/21	Conducting Selection Process
Stormwater Program Manager	Public Works/Stormwater	09/09/21	Accepting Applications
Fleet Service Technician	Public Works/Fleet	09/07/21	Accepting Applications
Maintenance Worker I	Public Works/Fleet	07/01/21	Accepting Applications
Mechanic II	Public Works/Fleet	10/01/21	Accepting Applications
EVT Mechanic II	Public Works/Transit	07/29/21	Conducting Selection Process
Transit Support Tech (PPT)	Public Works/Fleet	07/22/21	Accepting Applications
Administrative Technician III	Public Works/Transit	07/01/21	Pending Job Announcement
Transit Planner and Grants Specialist	Public Works/Transit	06/18/21	Conducting Selection Process
Police Officer (9)	Police/Patrol	(2) 5/12/21, 5/29/21, 5/31/21, 7/14/21, 8/1/21, 8/31/21, (2) 8/19/21	Conducting Selection Process
Communications Officer I	Police/Emergency Comm	01/29/21	Accepting Applications
Animal Welfare Tech	Police/Animal Welfare	07/25/21	Accepting Applications
Veterinary Technician	Police/Animal Welfare	03/12/21	Accepting Applications
Administrative Technician II (PPT)	Fire/Admin	07/01/21	Pending Job Announcement
Fire Driver Engineer (7)	Fire/Suppression	07/01/21	Conducting Selection Process
Maintenance Worker I	Parks/Park Maintenance	09/21/21	Accepting Applications
Recreation Technician	Parks/Whittier	08/20/21	Accepting Applications
<b>Total: 44</b>			
<b>Enterprise Fund:</b>			
Plant Operator	Utilities/Water Treatment	10/30/21	Conducting Selection Process
Utility Distribution Worker I	Utilities/Water Line Maintenance	06/10/21	Accepting Applications
Custodian (PPT)	Utilities/Water Reclamation	09/29/21	Accepting Applications
Household Hazardous Waste Coord.	Utilities/Sanitation	07/01/21	Accepting Applications
Sanitation Worker I (3)	Utilities/Sanitation	8/13/2021, 8/31/21, 9/3/21	Conducting Selection Process
Sanitation Worker II	Utilities/Sanitation	09/03/21	Accepting Applications
<b>Total: 8</b>			
POSITIONS CURRENTLY ON HOLD			
Position	Department/Division	Date of Vacancy	Status
<b>General Fund:</b>			
Internal Auditor	City Manager	07/01/20	Pending Council Action
Internal Auditor Technician	City Manager	07/01/20	Pending Council Action
Animal Welfare Technician	Police/Animal Welfare	10/26/21	Pending Request
Animal Welfare Center Manager	Police/Animal Welfare	10/01/21	Pending Approval
Fire Inspector	Fire/Training	03/16/21	Pending Request
Maintenance Worker I (2)	Parks/Park Maintenance	10/12/21, 10/14/21	Pending Request
<b>Total: 7</b>			
<b>Enterprise Fund:</b>			
Cross Connection Program Coord.	Utilities/Water Treatment	01/01/19	Pending Request
Water Lab Intern (PPT)	Utilities/Water Treatment	03/05/19	Pending Request
Utility Distribution Worker I	Utilities/Water Line Maintenance	09/10/21	Pending Request
<b>Total: 3</b>			
Position	Department/Division	Action	Date of Hire
Utility Billing Specialist	Finance/Utilities	Internal Promotion	
Customer Service Rep I	Finance/Treasury	New Hire	10/4/2021
Maintenance Worker I	Parks/Park Maint	Internal Promotion	
Plant Operator	Utilities/Water Treatment	Internal Promotion	
Laboratory Technician	Utilities/Water Treatment	New Hire	10/12/2021
Recreation Leader I (PPT) (2)	Parks/Irving	Internal Promotion	
Utility Distribution Worker I	Utilities/Water Line Maintenance	New Hire	10/18/2021
Crew Chief	Public Works/Streets	Internal Promotion	
Recreation Leader I (PPT)	Parks/Whittier	Internal Promotion	
System Support Technician	IT	New Hire	10/26/2021
Fire Captain (4)	Fire/Suppression	Internal Promotion	
Human Resources Technician	HR	New Hire	10/26/2021
Tradesworker	Parks/Facility Maint.	New Hire	10/26/2021
Administrative Tech III	Utilities/Water Reclamation	Internal Promotion	