

Section 4:

DEPARTMENTS

The Spavinaw Water Project
Facts and Figures

Total Cost	\$7,500,000
Drainage Area	480 Sq. Miles
Area of Spavinaw Lake	1800 Acres
Length of Dam	1890.000 Feet
Height of Dam	3500 Feet
Height of Spillway	80 Feet
Height of Abutment	300 Feet
Length of Spillway	55 Miles
Size of Concrete Pipes	40 and 54 Inches
Size of Tunnel	7 Feet
Length of Tunnel	2 Miles

CLEAR AND COLD, PURE AS COLD



The Spavinaw Lake - -

On October 29, 1924 Spavinaw water flowed into the city at a rate of 28 million gallons per day. The schools put on a great jubilee pageant.

Many poems were written, and in song and pantomime glories of the Spavinaw water were told—which places Tulsa and its future development in a position which cannot be rivaled by any city in the Mississippi valley.

Since the completion of the Spavinaw project at a cost of

\$7,500,000 engineering staff accomplished water 60 rlahoma to constructio dam 3,500 spillway b reservoir l

This section of the document contains a brief description of each department, mission statements, overview of services, a budget summary and a staffing summary.

This section is for information only and is not part of the ordinance adopted by the City Council.

Photos Courtesy of Tulsa Historical Society & Museum

AS BUILT

CITY OF TULSA, OKLAHOMA
SECOND SPAVINAW PROJECT

UPPER SPAVINAW DAM

GENERAL MAP

W. R. Hines & Associates
Consulting Engineers
Tulsa, Oklahoma

Scale: 1/2" = 1 mile
Date: 1928
Contract No. 10



READER'S GUIDE TO DEPARTMENTAL HIGHLIGHTS

The Spavinaw Water Project Facts and Figures

Total Cost	\$7,500,000
Area	400 Sq. Miles
Spavinaw Lake	1900 Acres
Capacity of Spavinaw Lake	20,000,000,000 Gals
Length of Dam	2600 Feet

Length of Conduit	55 Miles
Size of Concrete Pipe	60 and 54 Inches
Size of Tunnel	7 Feet
Length of Tunnel	2 Miles

YOU ARE HERE

Public Safety and Protection

Municipal Court
Police
Fire
EMSA
Tulsa Area Emergency Management Agency

Cultural Development and Recreation

Park and Recreation
River Parks Authority
BOK and Convention Centers
Managed Entities – Culture and Recreation

Social and Economic Development

Department of City Experience
Development Services
Tulsa Authority for Economic Opportunity
Downtown Tulsa Partnership
Managed Entities – Economic Development
Mayor's Office of Economic Development

Public Works and Transportation

Engineering Services
Public Works
Water and Sewer
Metropolitan Tulsa Transit Authority

Administrative and Support Services

Elected Officials
Mayor's Office
City Auditor
City Council
Legal
Human Resources
General Government
Indian Nations Council of Governments (INCOG)
Finance
Information Technology
Customer Care
Communications
Asset Management

Transfers to Other Funds

Debt Service

"AS BUILT"

CITY OF TULSA, OKLAHOMA SECOND SPAVINAW PROJECT UPPER SPAVINAW DAM GENERAL MAP	
W. Brinkley & Associates Consulting Engineers	2019-11-14 2019
22	159

MUNICIPAL COURT

Department Budget Summary

FY 24-25

Mission Statement

To administer timely and equitable justice for City Ordinance Violations that provides public trust and confidence in the judicial system.

Overview of Services

The Municipal Court of Tulsa is one of two municipal courts of record in Oklahoma. The Court adjudicates City ordinance violations, traffic cases and misdemeanor offenses. The Municipal Court is comprised of four divisions:

- Administrative Services – provides support to the Court by setting administrative policy, fiscal management, personnel management and strategic planning;
 - Court Operations – responsible for the issuance and recall of warrants, booking and releasing offenders and entering, filing, maintaining and retrieving court files and documents;
 - Public Defender – provides defense counsel to indigent persons charged with municipal ordinance violations;
 - Court Services – includes the Judicial and Probation sections which are responsible for dispensing justice to persons charged with Municipal Court violations, monitoring those sentenced to incarceration and providing an alternative to imprisonment and/or fines through performance of community service.
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Budget Strategy Overview

The FY25 budget includes an increased budget for juror payments based on new legislation passed 11/1/2023 that increased juror payments from \$20 to \$50 per day. A technology modernization that includes implementation of Tyler Justice, the court management software and the electronic court docket display software that are funded through technology fees, is also funded.

MUNICIPAL COURT

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	<u>FY 24 ORIGINAL</u>	<u>FY 25 PLAN</u>	<u>FY 25 BUDGET</u>	<u>Dollar Diff. From FY 25 Plan</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
Operating Budget						
Personal Services	\$ 3,041	\$ 3,131	\$ 3,294	\$ 163	5.2%	\$ 3,304
Materials and Supplies	44	29	49	20	69.0%	36
Other Services and Charges	186	187	386	199	106.4%	384
Operating Capital	0	0	0	0	N/A	21
Total Budget	\$ 3,271	\$ 3,347	\$ 3,729	\$ 382	11.4%	\$ 3,745

RESOURCES FOR BUDGET

	<u>FY 25 BUDGET</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
100 General Fund	\$ 3,441	5.8%	\$ 3,438
125 PA Law Enforcement Training	3	0.0%	3
127 Technology Fee Assessment	285	206.5%	283
477 Short Term Capital	0	N/A	21
	\$ 3,729		\$ 3,745

FY 25 CHANGES FOR OPERATION

	<u>AMOUNT</u>
1. Benefit and compensation adjustments	\$ 119
2. FY24 mid-year position changes	44
a. Reclassifications	44
3. Computer replacements	19
4. Computer maintenance and software licenses	189
a. Tyler Justice Software	177
b. Court docket display software	10
c. Scanners	2
5. Software subscriptions	13
6. Various other services adjustments	(2)
TOTAL CHANGES	\$ 382

FY 26 CHANGES FOR OPERATION

	<u>AMOUNT</u>
1. Benefit and compensation adjustments	\$ 10
2. Computer replacements	(19)
3. Computer maintenance and software licenses	4
4. Capital	
a. Net change to FY 25 capital	21
TOTAL CHANGES	\$ 16

MUNICIPAL COURT

STAFFING SUMMARY

OCCUPATIONAL DESCRIPTION	NUMBER OF AUTHORIZED POSITIONS			NUMBER OF FULL-TIME EQUIV. AUTHORIZED POSITIONS		
	FY 24	FY 25	FY 26	FY 24	FY 25	FY 26
<u>Administration</u>						
Administrative & Technical	2	2	2	2.0	2.0	2.0
Exempt/Professional	6	6	6	6.0	6.0	6.0
Office & Technical	5	5	5	5.0	5.0	5.0
Total Administration	13	13	13	13.0	13.0	13.0
<u>Court Operations</u>						
Administrative & Technical	3	3	3	3.0	3.0	3.0
Exempt/Professional	1	1	1	1.0	1.0	1.0
Office & Technical	10	10	10	10.0	10.0	10.0
Total Court Operations	14	14	14	14.0	14.0	14.0
<u>Court Services</u>						
Administrative & Technical	7	7	7	7.0	7.0	7.0
City Attorney	4	4	4	3.0	3.0	3.0
Exempt/Professional	2	2	2	2.0	2.0	2.0
Office & Technical	3	3	3	3.0	3.0	3.0
Judge	11	11	11	3.5	3.5	3.5
Total Court Services	27	27	27	18.5	18.5	18.5
DEPARTMENT TOTAL	54	54	54	45.5	45.5	45.5

POLICE

Department Budget Summary

FY 24-25

Mission Statement

To apply all knowledge, skills, and available resources by working in partnership with our community to provide quality service, protect life and property, prevent crime, and resolve problems so people can live without fear in a safe environment.

Overview of Services

The Police are granted authority primarily through state and federal statutes. The mission of the Police is to prevent crime and disorder in the City of Tulsa by the use of problem solving, citizen partnership, proactive patrol techniques, and a high standard of professional courtesy and ethics. Priorities for the department include:

- Apprehending criminal offenders;
 - Placing value on the preservation of human life;
 - Recognizing that prevention of crime and reducing fear are operational priorities;
 - Involving the community in the delivery of law enforcement services;
 - Making the Department accountable to the community it serves;
 - Committing to professionalism in all aspects of Department operations;
 - Maintaining the highest standards of integrity; and
 - Developing technology to create efficiencies of service.
 - E-911 call handling and dispatching functions for the City and nearby jurisdictions.
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Budget Strategy Overview

As a priority, compensation considerations have been included in the FY25 budget to address recruitment and retention issues. The Police Department's budget provides resources within the General Fund for two (2) academies with a total of 60 cadets. The budget includes staffing for the lockup facility, a staffing study, as well as replacement of outdated equipment such as the forensic lab fuming chamber, digital evidence recovery equipment, and patrol division equipment that are one-time expenses.

POLICE

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	FY 24 ORIGINAL	FY 25 PLAN	FY 25 BUDGET	Dollar Diff. From FY 25 Plan	Percent Diff. From FY 25 Plan	FY 26 FINANCIAL PLAN
Operating Budget						
Personal Services	\$ 128,917	\$ 134,164	\$ 131,996	\$ (2,168)	-1.6%	\$ 133,290
Materials and Supplies	2,799	2,491	2,357	(134)	-5.4%	2,175
Other Services and Charges	16,183	15,499	18,156	2,657	17.1%	18,261
Operating Capital	7,398	7,396	6,905	(491)	-6.6%	7,599
Total Budget	\$ 155,297	\$ 159,550	\$ 159,414	\$ (136)	-0.1%	\$ 161,325

RESOURCES FOR BUDGET	FY 25 BUDGET	Percent Diff. From FY 25 Plan	FY 26 FINANCIAL PLAN
100 General Fund	\$ 128,082	-0.8%	\$ 129,596
120 E 911 Operating	4,517	10.2%	4,535
125 PA Law Enforcement Training	87	29.9%	67
127 Technology Fee Assessment	497	-34.3%	497
150 Public Safety Sales Tax	19,326	6.9%	19,031
477 Short Term Capital	6,905	-6.6%	7,599
	\$ 159,414		\$ 161,325

FY 25 CHANGES FOR OPERATION

	AMOUNT
1. Benefit and compensation adjustments	\$ 473
2. FY24 mid-year position changes	(0)
a. Reclassifications	20
b. Position add	1,121
i. Police Captain (3)	280
ii. Police Lieutenant (9)	681
iii. Real Time Information Center (RTIC) Supervisor (2)	160
c. Position abolish	(1,141)
i. Real Time Information Center (RTIC) Specialist (3)	(189)
ii. Police Sergeant (14)	(952)
3. FY25 Position Changes	805
a. E911 Fire Training	68
b. E911 Fire Performance Management	79
c. Jail Records Clerk (12)	487
d. Jail Records Supervisor (3)	171
4. Net change in estimated police officer vacancies	(5,188)
5. Reduce FY25 plan academy cost	(3,700)
6. Academy, September 2024, 30 cadets (General Fund)	2,265
a. Salaries and benefits	1,965
b. Equipment, supplies, services	300
7. Academy, January 2025, 30 cadets (General Fund)	1,437
a. Salaries and benefits	1,137
b. Equipment, supplies, services	300
8. Trainer and stand-by pay	120
9. Overtime	1,358
10. Staffing study (One-time)	350
11. Lockup facility operations, supplies and equipment	1,207

FY 25 CHANGES FOR OPERATION (Continued)	AMOUNT
12. Forensic lab facility agreement	172
13. Annual software maintenance and support	(114)
a. Technology modernization suite from short-term capital	34
b. Records management system subscriptions, change in vendor	(264)
c. Forensic lab instruments and applications	8
d. Crisis and incident management response tracking system	6
e. Livestream and critical data overlay capabilities for air support	10
f. Investigative support software maintenance and licenses	69
g. 911 computer aided dispatch software; Text to 911 integration	<u>23</u>
14. First responder support services	110
15. Community Intervention Center	57
16. Internal equipment management services	44
17. Internal computer replacements	121
18. Internal wireless devices	650
19. Various other services adjustments	16
20. Reappropriation - mobile CAD (one-time)	70
21. Reappropriation - jail management software (one-time)	55
22. Reappropriation - digital recruiting (one-time)	30
23. Reappropriation - investigative software (one-time)	17
24. Capital additions/replacements:	
a. Vehicles (79 marked units)	3,871
b. K9 (3)	28
c. Forensic lab fuming chamber	26
d. Digital evidence recovery equipment	8
e. Patrol division equipment	20
f. Technology modernization	2,621
g. Reappropriation - 911 audio & video (one-time)	331
h. Adjustment to eliminate FY 25 Plan capital	<u>(7,396)</u>
TOTAL CHANGES	<u>\$ (136)</u>

FY 26 CHANGES FOR OPERATION	AMOUNT
1. Benefit and compensation adjustments	\$ 298
2. Net change in estimated police officer vacancies	996
3. Annual software maintenance and support	588
a. Real Time Information Center operations	<u>588</u>
4. Staffing study (one-time in FY25)	(350)
5. Internal computer replacements	(183)
6. Reduce FY25 Budget Academy Cost	(3,702)
7. Academy, September 2025, 30 cadets (General Fund)	2,265
a. Salaries and benefits	1,965
b. Equipment, supplies, services	<u>300</u>
8. Academy, January 2026, 30 cadets (General Fund)	1,437
a. Salaries and benefits	1,137
b. Equipment, supplies, services	<u>300</u>
9. Capital additions/replacements:	
10. Reappropriation - mobile CAD (one-time in FY25)	(70)
11. Reappropriation - jail management software (one-time in FY25)	(55)
12. Reappropriation - digital recruiting (one-time in FY25)	(30)
13. Reappropriation - investigative software (one-time in FY25)	(17)
14. Various other services adjustments	40
a. Net change to FY 25 capital	<u>694</u>
TOTAL CHANGES	<u>\$ 1,911</u>

POLICE

STAFFING SUMMARY

OCCUPATIONAL DESCRIPTION	NUMBER OF AUTHORIZED POSITIONS			NUMBER OF FULL-TIME EQUIV. AUTHORIZED POSITIONS		
	FY 24	FY 25	FY 26	FY 24	FY 25	FY 26
<u>Administrative & Support Staff</u>						
Administrative & Technical	40	40	40	40.0	40.0	40.0
Exempt/Professional	27	30	30	27.0	30.0	30.0
Office & Technical	50	62	62	50.0	62.0	62.0
Police Chief	1	1	1	1.0	1.0	1.0
Total Admin. & Support Staff	118	133	133	118.0	133.0	133.0
<u>Laboratory Services</u>						
Administrative & Technical	9	9	9	9.0	9.0	9.0
Scientific & Technical	23	23	23	23.0	23.0	23.0
Office & Technical	1	1	1	1.0	1.0	1.0
Exempt/Professional	1	1	1	1.0	1.0	1.0
Total Laboratory Services	34	34	34	34.0	34.0	34.0
<u>911 Public Safety Communications</u>						
Administrative and Technical	3	5	5	3.0	5.0	5.0
Emergency Communications	101	101	101	101.0	101.0	101.0
Exempt/Professional	3	3	3	3.0	3.0	3.0
Total 911 Public Safety Comm.	107	109	109	107.0	109.0	109.0
Total Civilian Positions	259	276	276	259.0	276.0	276.0
<u>Sworn Police Officers</u>						
Police Officer	743	743	743	743.0	743.0	743.0
Police Sergeant	68	68	68	68.0	68.0	68.0
Police Lieutenant	92	92	92	92.0	92.0	92.0
Police Captain	26	26	26	26.0	26.0	26.0
Police Major	9	9	9	9.0	9.0	9.0
Police Deputy Chief	3	3	3	3.0	3.0	3.0
Total Sworn Police Officers	941	941	941	941.0	941.0	941.0
DEPARTMENT TOTAL	1,200	1,217	1,217	1,200.0	1,217.0	1,217.0

FIRE

Department Budget Summary

FY 24-25

Mission Statement

The Tulsa Fire Department delivers superior protection of life, health, property, and the environment.

Overview of Services

It is the Fire Department's goal to emphasize fire prevention, public education, and progressive emergency medical services in a comprehensive community safety program. The Fire Department remains unwavering in operations to minimize the impact of fires when they occur, because total success in preventing all fires is unrealistic. The Fire Department is committed to reducing the impact of environmental damage from hazardous materials along with meeting the needs of other calls for service from the community.

Tulsa Fire's service strategies are:

- Aggressively deliver life and fire safety education to the community;
 - Aggressively work to prevent hazardous conditions;
 - Respond promptly to rescues, fires, medical emergencies and natural disasters;
 - Ensure actions are safe, professional and in harmony with the needs of the environment and the demands of the community; and
 - Actively coordinate fire services with other agencies in the region.
-

Budget Strategy Overview

Resources provided for the Tulsa Fire Department will be utilized to meet objectives of the Mayor and City Council. An academy to train twenty-four (24) cadets has been funded in FY25 with an additional academy of twenty-four (24) planned for FY26. Included in the FY25 budget is funding for bunker gear and funding for a Fire Prevention Code Inspector to support the multi-family inspection program by teaming with the Department of City Experience.

In FY23, the Tulsa Fire Department was awarded a grant to reimburse the cost of sixty (60) new firefighters for three years. As a result, Tulsa Fire Department will continue to utilize those savings to fund operational support replacements and accelerate the replacement of needed fleet equipment in FY25.

FIRE

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	<u>FY 24 ORIGINAL</u>	<u>FY 25 PLAN</u>	<u>FY 25 BUDGET</u>	<u>Dollar Diff. From FY 25 Plan</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
Operating Budget						
Personal Services	\$ 87,204	\$ 87,969	\$ 94,202	\$ 6,233	7.1%	\$ 94,284
Materials and Supplies	2,250	2,282	3,024	742	32.5%	2,188
Other Services and Charges	6,439	6,370	6,871	501	7.9%	6,831
Operating Capital	5,153	2,510	3,203	693	27.6%	766
Total Operating Budget	101,046	99,131	107,300	8,169	8.2%	104,069
Capital Budget	4,300	2,890	2,890	0	0.0%	22,522
Total Budget	\$ 105,346	\$ 102,021	\$ 110,190	\$ 8,169	8.0%	\$ 126,591

RESOURCES FOR BUDGET

	<u>FY 25 BUDGET</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
100 General Fund	\$ 95,487	7.7%	\$ 95,534
121 EMSA Utility	670	3.1%	650
150 Public Safety Sales Tax	7,940	8.7%	7,119
409 2022 Sales Tax	2,890	0.0%	1,510
410 2023 Sales Tax	0	N/A	21,012
477 Short Term Capital	3,203	27.6%	766
	\$ 110,190		\$ 126,591

FY 25 CHANGES FOR OPERATION

	<u>AMOUNT</u>
1. Benefit and compensation adjustments	\$ 5,684
2. Reduce FY25 plan academy cost	(1,287)
3. Academy, February 2025, 24 cadets (General Fund)	921
a. Salary and benefits	680
b. Equipment, supplies, services	241
4. FY25 position changes	
a. Multi-family Housing Inspection Fire Marshall	156
5. Net change in estimated firefighter vacancies	698
6. Bunker gear upgrades (one-time)	558
7. Hydrostatic testing of SCBA bottles (one-time)	50
8. Equipment management services	440
9. Contract increase - first responder services	110
10. Various materials and other services adjustments	(60)
11. Reappropriate - Medical supplies (one-time)	20
12. Reappropriate - PPE Helmets for FFs (one-time)	185
13. Capital additions/replacements:	
a. Two (2) pickup	116
b. Two (2) Suv lights, siren, recycled radio with special cable	76
c. Two (2) 36" gas ranges	9
d. Two (2) 60" gas ranges	16
e. Three (3) Ice machine, water cooled, 120vac	11
f. Three (3) refrigerators	4
g. Two (2) zero turn mowers	10
h. Four (4) walk behind lawn mowers	12

FY 25 CHANGES FOR OPERATION (Continued)**AMOUNT**

13. Capital additions/replacements: (continued)	
i. Six (6) battery operated rescue tools	228
j. Eight (8) Class A foam concentrate	16
k. Self-contained breathing apparatus cleaner machine	40
l. Training prop door at the training center	9
m. Arson investigations 360 camera	12
n. Three (3) fitness step mills	9
o. Three (3) fitness treadmills	9
p. Five (5) quad rae system hazmat monitors	10
q. Medlite transport for EMS UTV	4
r. Winter weather vehicle equipment	19
s. Apparatus purchase with SAFER grant savings	1,372
t. Reappropriate - Cardiac Monitors (one-time)	1,183
u. Multi-family Housing Inspection Fire Marshall - Vehicle	39
v. Adjustment to eliminate FY 25 Plan capital	(2,510)
TOTAL OPERATING CHANGES	<u>8,169</u>

CAPITAL IMPROVEMENT PROJECTS

2022 Sales Tax Capital Projects	2,890
Adjustment to eliminate FY 25 Plan capital projects	(2,890)
TOTAL CAPITAL IMPROVEMENT PROJECTS CHANGES	<u>0</u>
TOTAL CHANGES	<u>\$ 8,169</u>

FY 26 CHANGES FOR OPERATION**AMOUNT**

1. Benefit and compensation adjustments	\$ (70)
2. Reduce FY 25 academy cost	(921)
3. Academy, January 2026, 24 cadets (General Fund)	1,094
a. Salary and benefits	832
b. Equipment and supplies	262
4. Internal computer equipment replacement	(70)
5. Bunker gear (one time in FY25)	(558)
6. Hydrostatic testing of SCBA (one time in FY25)	(50)
7. Various materials and other services adjustments	(14)
8. Reappropriate - Medical supplies (one-time in FY25)	(20)
9. Reappropriate - PPE Helmets for FFs (one-time in FY25)	(185)
10. Capital additional/replacements:	
a. Net change to FY 25 capital	(2,437)
TOTAL OPERATING CHANGES	<u>(3,231)</u>

CAPITAL IMPROVEMENT PROJECTS

2022 Sales Tax Capital Projects	1,510
2023 Sales Tax Capital Projects	21,012
Adjustment to eliminate FY 25 capital projects	(2,890)
TOTAL CAPITAL IMPROVEMENT PROJECTS CHANGES	<u>19,632</u>
TOTAL CHANGES	<u>\$ 16,401</u>

FIRE

STAFFING SUMMARY

OCCUPATIONAL DESCRIPTION	NUMBER OF			NUMBER OF FULL-TIME EQUIV.		
	AUTHORIZED POSITIONS			AUTHORIZED POSITIONS		
	FY 24	FY 25	FY 26	FY 24	FY 25	FY 26
<u>Administrative & Support Staff</u>						
Administrative & Technical	5	5	5	5.0	5.0	5.0
Fire Chief	1	1	1	1.0	1.0	1.0
Exempt/Professional	4	4	4	4.0	4.0	4.0
Labor & Trades	3	3	3	3.0	3.0	3.0
Office & Technical	5	5	5	5.0	5.0	5.0
Total Admin. & Support Staff	18	18	18	18.0	18.0	18.0
<u>FD Classified Positions</u>						
Firefighter	354	354	354	354.0	354.0	354.0
Fire Equipment Operator	154	154	154	154.0	154.0	154.0
Fire Captain	153	153	153	153.0	153.0	153.0
Administrative Officer	3	3	3	3.0	3.0	3.0
EMS Officer	5	5	5	5.0	5.0	5.0
Fire Prevention Inspector	25	26	26	25	26	26
Director of EMS	1	1	1	1.0	1.0	1.0
Fire Deputy Marshall	1	1	1	1.0	1.0	1.0
Fire District Chief	19	19	19	19.0	19.0	19.0
Fire Assistant Chief (Chief of Staff)	1	1	1	1.0	1.0	1.0
Fire Assistant Chief	3	3	3	3.0	3.0	3.0
Fire Deputy Chief	2	2	2	2.0	2.0	2.0
Loss Control Officer	7	7	7	7.0	7.0	7.0
Physical Resource Officer	1	1	1	1.0	1.0	1.0
Technical Rescue Coordinator	1	1	1	1.0	1.0	1.0
PPE Inventory Supervisor	1	1	1	1.0	1.0	1.0
Total FD Classified Positions	731	732	732	731.0	732.0	732.0
TOTAL	749	750	750	749.0	750.0	750.0

Emergency Medical Services Authority

Department Budget Summary

FY 24-25

Mission Statement

To provide ambulance service to 1,000 square miles and meet the highest standards of pre-hospital care.

Overview of Services

A public trust of the City of Tulsa and City of Oklahoma City governments, the Emergency Medical Services Authority (EMSA) is Oklahoma's largest provider of emergency medical services.

EMSA provides advanced life support medical care to patients who suffer injuries and illnesses and transports patients to and from the hospital by ambulance. The Authority provides oversight and ensures quality compliance of the contracted ambulance services provider, and conducts billing, accounting, purchasing, and other business functions. The Medical Director provides medical oversight of the contracted provider and reports to the Medical Control Board. The contracted provider is held to a performance-based contract that includes strict service standards and financial penalties for non-compliance.

In 1977, EMSA was established in Tulsa. Today, EMSA is the exclusive ambulance provider for 10 Oklahoma cities. EMSA has two divisions, the eastern division, with Tulsa as the major city, and the western division centered around Oklahoma City.

Budget Strategy Overview

Resources allocated to Emergency Medical Services Authority will provide ambulance service for the citizens of Tulsa.

EMSA

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	<u>FY 24 ORIGINAL</u>	<u>FY 25 PLAN</u>	<u>FY 25 BUDGET</u>	<u>Dollar Diff. From FY 25 Plan</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
Operating Budget						
Other Services and Charges	\$ 6,760	\$ 6,760	\$ 6,760	0	0.0%	\$ 6,760
Total Budget	\$ 6,760	\$ 6,760	\$ 6,760	\$ 0	0.0%	\$ 6,760

RESOURCES FOR BUDGET		<u>FY 25 BUDGET</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
121 EMSA Utility		\$ 6,760	0.0%	\$ 6,760
		\$ 6,760		\$ 6,760

FY 25 CHANGES FOR OPERATION

- Appropriations to reflect anticipated cash available for transfer to EMSA
- TOTAL CHANGES**

<u>AMOUNT</u>
\$ 0
\$ 0

FY 26 CHANGES FOR OPERATION

- Appropriations to reflect anticipated cash available for transfer to EMSA
- TOTAL CHANGES**

<u>AMOUNT</u>
\$ 0
\$ 0

TULSA AREA EMERGENCY MANAGEMENT AGENCY

Department Budget Summary

FY 24-25

Mission Statement

To protect citizens of Tulsa and Tulsa County from all emergencies and disasters.

Overview of Services

The Tulsa Area Emergency Management Agency (TAEMA) is responsible for the coordination of preparing for, responding to, recovering from, and mitigation of major emergencies and disasters. TAEMA collaborates with City and County departments and various other agencies to ensure readiness to manage response to emergencies and disasters. This includes naturally occurring events such as tornadoes, straight line winds, floods, winter storms, wildfires, droughts, extreme heat, earthquakes, and pandemics. Planning is also done for man-made events that involve acts of terrorism or accidents that could include plane crashes or hazardous chemical releases. TAEMA conducts numerous disaster exercises with the response community each year to test emergency plans and enhance readiness to respond to disasters. TAEMA manages the Community Warning System consisting of 102 warning sirens covering the City and portions of the unincorporated area of Tulsa County. TAEMA coordinates with volunteer groups, including amateur radio clubs who assist during severe weather and disaster events, and other volunteer organizations active in disasters (VOADs) that perform varied and numerous activities after disasters.

TAEMA is jointly funded with the City of Tulsa and Tulsa County, each contributing 40 percent (40%) and the federal government contributing 20 percent (20%) of operational revenue.

Budget Strategy Overview

Resources allocated to Tulsa Area Emergency Management Agency (TAEMA) will be utilized for operational support to ensure the readiness, response and mitigation of major emergencies and disasters, as well as the siren warning system.

TULSA AREA EMERGENCY MANAGEMENT AGENCY

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	<u>FY 24 ORIGINAL</u>	<u>FY 25 PLAN</u>	<u>FY 25 BUDGET</u>	<u>Dollar Diff. From FY 25 Plan</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
Operating Budget						
Other Services and Charges	\$ 205	\$ 210	\$ 229	\$ 19	9.0%	\$ 227
Operating Capital	0	0	30	30	N/A	0
Total Budget	\$ 205	\$ 210	\$ 259	\$ 49	23.3%	\$ 227

RESOURCES FOR BUDGET

100 General Fund

477 Short Term Capital

<u>FY 25 BUDGET</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
\$ 229	9.0%	\$ 227
30	N/A	0
\$ 259		\$ 227

FY 25 CHANGES FOR OPERATION

1. Benefit and compensation adjustments
2. Changes in operations
3. June 2023 storm expenses (one-time)
4. Capital additions/replacements:
 - a. Vehicle

TOTAL CHANGES

<u>AMOUNT</u>
\$ 2
8
9
30
\$ 49

FY 26 CHANGES FOR OPERATION

1. Benefit and compensation adjustments
2. June 2023 storm expenses (one-time in FY25)
3. Capital additions/replacements:
 - a. Net change to FY 25 capital

TOTAL CHANGES

<u>AMOUNT</u>
\$ 7
(9)
(30)
\$ (32)

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TOTAL OPERATING
AND CAPITAL BUDGET
[IN MILLIONS]
FY 24-25

READER'S GUIDE TO DEPARTMENTAL HIGHLIGHTS

The Spavinaw Water Project Facts and Figures

Total Cost	\$7,500,000
Area	400 Sq. Miles
Spavinaw Lake	1800 Acres
Capacity of Spavinaw Lake	20,000,000,000 Gals
Length of Dam	3600 Feet
Height of Dam	55 Feet
Length of Spillway	300 Feet
Length of Conduit	55 Miles
Size of Concrete Pipe	60 and 54 Inches
Size of Tunnel	7 Feet
Length of Tunnel	2 Miles

Public Safety and Protection

Municipal Court
Police
Fire
EMSA
Tulsa Area Emergency Management Agency

Cultural Development and Recreation

YOU ARE HERE

Park and Recreation
River Parks Authority
BOK and Convention Centers
Managed Entities – Culture and Recreation

Social and Economic Development

Department of City Experience
Development Services
Tulsa Authority for Economic Opportunity
Downtown Tulsa Partnership
Managed Entities – Economic Development
Mayor's Office of Economic Development

Public Works and Transportation

Engineering Services
Public Works
Water and Sewer
Metropolitan Tulsa Transit Authority

Administrative and Support Services

Elected Officials
Mayor's Office
City Auditor
City Council
Legal
Human Resources
General Government
Indian Nations Council of Governments (INCOG)
Finance
Information Technology
Customer Care
Communications
Asset Management

Transfers to Other Funds

Debt Service

AS BUILT

CITY OF TULSA, OKLAHOMA SECOND SPAVINAW PROJECT UPPER SPAVINAW DAM GENERAL MAP	
W. Pinkney & Associates Consulting Engineers Tulsa, Oklahoma	Sheet 122 of 128 Date: 11/20/10

PARKS AND RECREATION

Department Budget Summary

FY 24-25

Mission Statement

The Tulsa Park and Recreation Department provides and preserves quality park and recreation opportunities for all.

Overview of Services

With oversight from the Park Board, the City of Tulsa manages 135 parks covering roughly 6,553 acres. This includes two nature centers, seven community centers including WaterWorks Art Studio, 57 miles of walking trails, two skate parks, 3 dog parks, and 5 swimming pools. In addition, there are 227 sports fields (132 diamond fields and 95 rectangular fields), 99 playgrounds, 94 tennis courts, 8 pickleball courts, 29 basketball courts and 36 half basketball courts, 15 water playgrounds, 18 splash pads and 96 picnic shelters, 4 golf courses, and 8 disc golf courses.

The Parks Department’s primary focus is to provide all Tulsans with safe, accessible, and high-quality parks and recreational opportunities. Future planning is guided by the Park Master Plan.

Budget Strategy Overview

The Parks Department’s budget includes funding for recreation and day camp equipment and supplies, roof inspections, work crew tools, pool chemicals, custodial supplies, and building materials. Eight replacement trucks are also included in the FY25 budget. During FY24, in cooperation with the Department of City Experience, a position was transferred to Parks to support the City’s effort to invest in parks and facilities. In FY25, the Resource Facilities Coordinator will focus on managing Parks’ capital projects and preserving existing capital assets.

PARKS AND RECREATION

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	<u>FY 24 ORIGINAL</u>	<u>FY 25 PLAN</u>	<u>FY 25 BUDGET</u>	<u>Dollar Diff. From FY 25 Plan</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
Operating Budget						
Personal Services	\$ 8,234	\$ 8,331	\$ 8,729	\$ 398	4.8%	\$ 8,782
Materials and Supplies	1,159	1,152	1,193	41	3.6%	1,189
Other Services and Charges	4,601	4,601	4,630	29	0.6%	4,608
Operating Capital	790	965	756	(209)	-21.7%	912
Total Operating Budget	14,784	15,049	15,308	259	1.7%	15,491
Capital Budget	7,575	6,200	9,300	3,100	50.0%	15,925
Total Budget	\$ 22,359	\$ 21,249	\$ 24,608	\$ 3,359	15.8%	\$ 31,416

RESOURCES FOR BUDGET

	<u>FY 25 BUDGET</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
100 General Fund	\$ 14,302	3.0%	\$ 14,327
131 Convention & Visitors	124	22.8%	125
132 Convention & Tourism Facility	126	24.8%	127
2000 Community Develop Block Grant	150	-58.3%	150
409 2022 Sales Tax	9,300	50.0%	15,925
477 Short Term Capital	606	0.2%	762
	\$ 24,608		\$ 31,416

FY 25 CHANGES FOR OPERATION

	<u>AMOUNT</u>
1. Benefit and compensation adjustments	\$ 305
2. FY24 mid-year position changes	
a. Resource Facilities Coordinator - transfer from DCE	93
3. Computer replacements	8
4. Pool chemicals and exhaust system	25
5. Work crew tools	19
6. Recreation supplies	14
7. Day Camp activities and transportation	8
8. Roof inspections	15
9. Equipment management maintenance	103
10. Internal billings over estimated in financial plan	(125)
11. Various materials and other services adjustments	(22)
12. Reappropriate - Chapman Green (one-time)	25
13. Capital additions/replacements:	
a. Pick-up truck (8)	564
b. Pole barn	23
c. Weight room flooring	12
d. Leg press exercise machine	4
e. Projector and accessories	1
f. Backpack vacuum	2
g. Zeigler playground equipment replacement	150
h. Adjustment to eliminate FY 25 Plan capital	(965)
TOTAL OPERATING CHANGES	259

CAPITAL IMPROVEMENT PROJECTS

2022 Sales Tax Capital Projects	9,300
Adjustment to eliminate FY 25 Plan capital projects	<u>(6,200)</u>
TOTAL CAPITAL IMPROVEMENT PROJECTS CHANGES	<u>3,100</u>
TOTAL CHANGES	<u>\$ 3,359</u>

FY 26 CHANGES FOR OPERATION

	AMOUNT
1. Benefit and compensation adjustments	\$ 53
2. Computer maintenance and equipment	(1)
3. Reappropriation - Chapman Green (one-time in FY25)	(25)
4. Capital additions/replacements:	
Net change to FY 25 capital	<u>156</u>
TOTAL OPERATING CHANGES	<u>183</u>

CAPITAL IMPROVEMENT PROJECTS

2022 Sales Tax Capital Projects	15,925
Adjustment to eliminate FY 25 capital projects	<u>(9,300)</u>
TOTAL CAPITAL IMPROVEMENT PROJECTS CHANGES	<u>6,625</u>
TOTAL CHANGES	<u>\$ 6,808</u>

PARKS and RECREATION

STAFFING SUMMARY

OCCUPATIONAL DESCRIPTION	NUMBER OF AUTHORIZED POSITIONS			NUMBER OF FULL-TIME EQUIV. AUTHORIZED POSITIONS		
	FY 24	FY 25	FY 26	FY 24	FY 25	FY 26
<u>Director</u>						
Administrative & Technical	4	4	4	4.0	4.0	4.0
Exempt/Professional	5	5	5	5.0	5.0	5.0
Office & Technical	3	3	3	3.0	3.0	3.0
Labor & Trades	1	1	1	1.0	1.0	1.0
Total Director	13	13	13	13.0	13.0	13.0
<u>Recreational Centers</u>						
Administrative & Technical	15	15	15	14.5	14.5	14.5
Exempt/Professional	8	8	8	8.0	8.0	8.0
Labor & Trades	7	7	7	7.0	7.0	7.0
Seasonal Labor	21	21	21	5.25	5.25	5.25
Total Recreational Centers	51	51	51	34.8	34.8	34.8
<u>Special Programs</u>						
Administrative & Technical	2	2	2	2.0	2.0	2.0
Seasonal Labor	42	42	42	10.5	10.5	10.5
Total Special Programs	44	44	44	12.5	12.5	12.5
<u>Spectator Recreation</u>						
Administrative & Technical	4	4	4	3.0	3.0	3.0
Exempt/Professional	1	1	1	1.0	1.0	1.0
Seasonal Labor	2	2	2	1.0	1.0	1.0
Total Spectator Recreation	7	7	7	5.0	5.0	5.0
<u>Facility Services</u>						
Exempt/Professional	7	7	7	7.0	7.0	7.0
Labor & Trades	52	52	52	52.0	52.0	52.0
Office & Technical	1	1	1	1.0	1.0	1.0
Total Facility Services	60	60	60	60.0	60.0	60.0
DEPARTMENT TOTAL	175	175	175	125.25	125.25	125.25

RIVER PARKS

Department Budget Summary

FY 24-25

Mission Statement

To maintain, preserve, develop, and promote the Arkansas River and adjacent land areas under the Authority’s jurisdiction within Tulsa County for the economic and cultural benefit of the community.

Overview of Services

River Parks is unique among Tulsa’s public spaces because of its location along the banks of the Arkansas River. The river corridor offers opportunities and challenges to blend preservation and enhancement of green space and wildlife habitat with select commercial development including family destination attractions such as the 41st Street Plaza, River West Festival Park, and Turkey Mountain. The River Parks trails are the backbone of the Tulsa metro trails and serve as a key exercise and fitness facility which are utilized by walkers, runners, and cyclists at no charge. The Turkey Mountain Urban Wilderness provides an opportunity to enjoy nature and seek relief from the stress of modern life.

Budget Strategy Overview

Resources allocated for River Parks will be utilized for operational support to maintain the trails, Turkey Mountain Urban Wilderness, and restroom facilities along the trail system. Support for River Parks is a shared investment between the City of Tulsa and Tulsa County.

In FY25, the City of Tulsa will allocate additional resources to operate Zink Lake.

RIVER PARKS AUTHORITY

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	<u>FY 24 ORIGINAL</u>	<u>FY 25 PLAN</u>	<u>FY 25 BUDGET</u>	<u>Dollar Diff. From FY 25 Plan</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
Operating Budget						
Other Services and Charges	\$ 756	\$ 778	\$ 1,905	\$ 1,127	144.9%	\$ 1,908
Operating Capital	436	36	620	584	>500.0%	185
Total Budget	\$ 1,192	\$ 814	\$ 2,525	\$ 1,711	210.2%	\$ 2,093

RESOURCES FOR BUDGET

100 General Fund

477 Short Term Capital

<u>FY 25 BUDGET</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
\$ 1,905	144.9%	\$ 1,908
620	>500.0%	185
\$ 2,525		\$ 2,093

FY 25 CHANGES FOR OPERATION

1. Changes in operations
2. Zink Lake operations
3. Capital additions/replacements
 - a. Operating capital
 - b. Zink Lake capital
 - c. Reappropriation - Zink Lake capital equipment (one time)
 - d. Adjustment to eliminate FY 25 Plan capital

<u>AMOUNT</u>
\$ 66
1,061
70
150
400
(36)
\$ 1,711

TOTAL CHANGES

FY 26 CHANGES FOR OPERATION

1. Changes in operations
2. Capital additions/replacements:
 - a. Net change to FY 25 capital

<u>AMOUNT</u>
\$ 3
(435)
\$ (432)

TOTAL CHANGES

BOK Arena and Convention Center

Department Budget Summary

FY 24-25

Mission Statement

To provide professional management to administer, operate, market, and maintain the Cox Business Convention Center and BOK Center for the presentation and enjoyment of events involving entertainment, education and cultural, sports, religion, banquets, dances, and conventions.

Overview of Services

Opened in 1964, the Cox Business Convention Center (formerly the Tulsa Convention Center) has accommodated over 25 million people and more than 20,000 events. With an impressive expansion completed in January 2010, the Tulsa Convention Center's Tulsa Ballroom is the largest in Oklahoma.

Opened in 2008, the BOK Center is Tulsa's state-of-the-art sports and entertainment venue. The 19,199-seat arena is the home of the ECHL's Tulsa Oilers. BOK Center was designed to host major concerts, family shows, sporting events, ice shows, and other types of world-class entertainment.

The 565,000 square-foot BOK Center and the 227,000 square-foot Cox Business Convention Center make a huge impact on the community and attract world-class events to Tulsa.

BOK ARENA AND CONVENTION CENTER

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	FY 24 ORIGINAL	FY 25 PLAN	FY 25 BUDGET	Dollar Diff. From FY 25 Plan	Percent Diff. From FY 25 Plan	FY 26 FINANCIAL PLAN
Operating Budget	\$ 20,970	\$ 20,970	\$ 21,059	\$ 0	0.0%	\$ 21,059
Total Budget	\$ 20,970	\$ 20,970	\$ 21,059	\$ 0	0.4%	\$ 21,059

RESOURCES FOR BUDGET	FY 25 BUDGET	Percent Diff. From FY 25 Plan	FY 26 FINANCIAL PLAN
Event Income	\$ 15,754	N/A	\$ 15,754
Contract Revenue	8,363	N/A	8,363
Convention and Tourism Facility Fund	1,927	N/A	1,500
Fund Balance	(4,985)	N/A	(4,558)
	\$ 21,059		\$ 21,059

MANAGED ENTITIES-CULTURE AND RECREATION

Department Budget Summary

FY 24-25

Overview of Services

The City has engaged in management agreements for the operations of City owned culture and recreation facilities. These facilities include the Tulsa Zoo, Mohawk Soccer Complex, Page and Mohawk golf courses, Performing Arts Center, and the Gilcrease Museum.

The Parks and Recreation Department is responsible for the oversight for each of the management agreements.

Budget Strategy Overview

The Managed Entities – Culture and Recreation department was created to better identify the resources the City provides for the operations of its culture and recreation facilities. Most of these facilities previously were included in the Parks and Recreation Department's budget.

MANAGED ENTITIES - CULTURE & RECREATION

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	<u>FY 24 ORIGINAL</u>	<u>FY 25 PLAN</u>	<u>FY 25 BUDGET</u>	<u>Dollar Diff. From FY 25 Plan</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
Operating Budget						
Other Services and Charges	17,146	17,862	18,454	592	3.3%	19,149
Operating Capital	296	296	296	0	0.0%	296
Total Budget	\$ 17,442	\$ 18,158	\$ 18,750	\$ 592	3.3%	\$ 19,445

RESOURCES FOR BUDGET

	<u>FY 25 BUDGET</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
100 General Fund	\$ 12,097	3.2%	\$ 12,542
132 Convention & Tourism Facility	2,750	0.0%	3,000
477 Short Term Capital	173	0.0%	173
570 Golf Course	3,730	6.3%	3,730
	\$ 18,750		\$ 19,445

MANAGEMENT AGREEMENTS

	<u>FY 25 BUDGET</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
Zoo	\$ 7,384	6.4%	\$ 7,415
Mohawk Sports Complex	200	21.2%	200
Golf	3,730	6.3%	3,730
Performing Arts Center	2,750	22.2%	3,000
Gilcrease Museum	4,686	26.2%	5,100
TOTAL OPERATING CHANGES	\$ 18,750		\$ 19,445

TOTAL OPERATING
AND CAPITAL BUDGET
[IN MILLIONS]
FY 24-25

READER'S GUIDE TO DEPARTMENTAL HIGHLIGHTS

The Spavinaw Water Project Facts and Figures

Total Cost	\$7,500,000
Area	400 Sq. Miles
Spavinaw Lake	1800 Acres
Capacity of Spavinaw Lake	20,000,000,000 Gals
Length of Dam	3600 Feet
Height of Dam	55 Feet
Length of Spillway	300 Feet
Length of Conduit	55 Miles
Size of Concrete Pipe	60 and 54 Inches
Size of Tunnel	7 Feet
Length of Tunnel	2 Miles

Public Safety and Protection

Municipal Court
Police
Fire
EMSA
Tulsa Area Emergency Management Agency

Cultural Development and Recreation

Park and Recreation
River Parks Authority
BOK and Convention Centers
Managed Entities – Culture and Recreation

Social and Economic Development

YOU ARE HERE

Department of City Experience
Development Services
Tulsa Authority for Economic Opportunity
Downtown Tulsa Partnership
Managed Entities – Economic Development
Mayor's Office of Economic Development

Public Works and Transportation

Engineering Services
Public Works
Water and Sewer
Metropolitan Tulsa Transit Authority

Administrative and Support Services

Elected Officials
Mayor's Office
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City Council
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Finance
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Asset Management

Transfers to Other Funds

Debt Service

AS BUILT

CITY OF TULSA, OKLAHOMA SECOND SPAVINAW PROJECT UPPER SPAVINAW DAM GENERAL MAP	
W. Pinkney & Associates Consulting Engineers Tulsa, Oklahoma	Sheet 122 of 128 City of Tulsa Contract No. 100

DEPARTMENT OF CITY EXPERIENCE

Department Budget Summary

FY 24-25

Mission Statement

To promote community education, develop and sustain private-public partnerships that enhance public safety, neighborhood revitalization and the quality of life of all residents within our city.

Overview of Services

- Animal Welfare – operate the animal shelter and field services to provide a safe, healthy environment for companion animals; support and empower residents for successful pet ownership and educate about codes.
 - Code Enforcement – promote voluntary compliance and enforcement of City nuisance codes; provide a fair and unbiased enforcement program to correct nuisance violations and land use requirements.
 - Tulsa Planning Office Current Planning: The current planning office provides analysis and recommendations for zoning cases to the TMAPC and City Board of Adjustments. The Strategic and Long-Range group is focused on implementing the PlaniTulsa Comprehensive Plan, maintaining the data for the Neighborhoods Conditions Index, and engaging in neighborhood planning efforts like the Riverwood Neighborhood Improvement Strategy.
 - City Design Studio – The City Design studio is the starting point of civic engagement on capital projects. It puts people first in the design process and ensures that residents and affected stakeholders are engaged early in the design process of any city funded project. The Design Studio leads vertical construction projects for the City and incorporates a community engagement professional on the team to lead engagement on projects within the City Experience department, and any other department (i.e. Parks, Public Works) that need to have a well-designed public engagement process.
 - Community Development - The Office of Community Development has two primary areas of focus, 1) Building capacity to create and support neighborhood associations where residents feel like they belong, have a voice and are eager to invest in making things better in their neighborhood, and 2) Delivering on creating more housing units by leveraging HUD grant funding and creating partnerships and connections with our HUD-funded demolition program to make ready lots for new housing units.
 - Mayor’s Office of Resilience & Equity (MORE) - The Mayor’s Office of Resilience & Equity works to achieve equality for all Tulsans through partnership building, education, cultural awareness, and advocacy. MORE works in partnership with five commissions who represent and advocate for women, Latinos, African Americans, and Native Americans, and human rights in Tulsa.
-

Budget Strategy Overview

For FY25, the budget focused on investment in both the Tulsa Animal Welfare Division and Code Enforcement Division. Four new positions were created for the animal shelter to address staffing constraints in kennel maintenance and animal intake and control. Likewise, the FY25 budget funded an additional Multi-Family Housing Inspection team; with the Department of City Experience receiving funding for a new Neighborhood Inspector. This position will work closely with the Fire Department’s Code Inspector to inspect and monitor multi-family housing sites. Lastly, additional funding has been provided to address nuisance abatement; and to support the strategic development of the Riverwind neighborhood. Appropriations for additional staff training have also been included.

DEPARTMENT OF CITY EXPERIENCE

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	FY 24 ORIGINAL	FY 25 PLAN	FY 25 BUDGET	Dollar Diff. From FY 25 Plan	Percent Diff. From FY 25 Plan	FY 26 FINANCIAL PLAN
Operating Budget						
Personal Services	\$ 10,155	\$ 10,260	\$ 11,664	\$ 1,404	13.7%	\$ 11,717
Materials and Supplies	608	559	640	81	14.5%	542
Other Services and Charges	3,583	3,315	3,659	344	10.4%	3,408
Operating Capital	486	459	2,360	1,901	414.2%	416
Total Operating Budget	14,832	14,593	18,323	3,730	25.6%	16,083
Capital Budget	0	0	5,330	5,330	N/A	28,354
Total Budget	\$ 14,832	\$ 14,593	\$ 23,653	\$ 9,060	62.1%	\$ 44,437

RESOURCES FOR BUDGET

	FY 25 BUDGET	Percent Diff. From FY 25 Plan	FY 26 FINANCIAL PLAN
100 General Fund	\$ 13,889	15.6%	\$ 13,592
121 EMSA Utility	81	15.7%	81
132 Convention & Tourism Facility	2,000	N/A	0
149 Public Ways	166	12.9%	167
2000 Community Develop Block Grant	1,584	6.8%	1,584
2001 Home Investment Partnership	243	-42.1%	243
4000 2016 Vision ED Capital Proj	525	N/A	525
409 2022 Sales Tax	4,805	N/A	6,055
410 2023 Sales Tax	0	N/A	21,774
477 Short Term Capital	360	-21.6%	416
	\$ 23,653		\$ 44,437

FY 25 CHANGES FOR OPERATION

	AMOUNT
1. Benefit and compensation adjustments	\$ 784
2. FY24 mid year position changes	51
a. Reclassifications	51
3. FY25 Position changes	504
a. Position add of previously grant funded positions	207
i. Office of Financial Empowerment Director - Resilience and Equity	138
ii. Financial Empowerment Program Assistant - Resilience and Equity	69
b. Position add	297
i. Neighborhood Inspector II - Multi-Family Housing Inspection - Code Enforcement	61
ii. Kennel Maintenance Worker (x2) - Tulsa Animal Welfare	100
iii. Animal Intake Officer (x1) - Tulsa Animal Welfare	56
iv. Animal Control Officer II (x1) - Tulsa Animal Welfare	63
v. Operational Support (all positions)	17
4. Administration	77

a. Computer replacements	56	
c. Software subscriptions and licenses	35	
h. Various materials and other services adjustments	<u>(14)</u>	17
5. Code Enforcement		
a. Community Development Block Grants	<u>17</u>	
i. Personal services	(7)	
ii. Other services	<u>24</u>	
6. Animal Welfare		52
a. Staff Training	4	
b. Shelter utilities (internal and external billing)	13	
c. Kennel cleaning supplies	5	
d. Food for animals	14	
e. Various materials and other services adjustments	<u>16</u>	
7. Multi-Family Housing		(177)
a. Home Investment Partnership Grants	<u>(177)</u>	
i. Other services	<u>(177)</u>	
8. Tulsa Planning Office		221
a. Staff training	15	
b. Membership fees	6	
c. Reappropriate - Case management implementation (one-time)	<u>200</u>	
9. City Design Studio		9
a. Staff training	3	
b. Professional memberships	<u>6</u>	
10. Resilience and Equity		(20)
a. Consulting services	<u>(20)</u>	
11. Community Development and Housing		311
a. Community Development Block Grants	71	
i. Personal services	<u>71</u>	
b. Staff training	10	
c. Main Street Programs	180	
d. Riverwood Strategic Development (one-time)	<u>50</u>	
12. Capital additions/replacements:		
a. Vehicles (x6)		360
b. Cox Convention Center Elevators Replacement		2,000
c. Adjustment to eliminate FY 25 Plan capital		<u>(459)</u>
TOTAL OPERATING CHANGES		<u>3,730</u>

CAPITAL IMPROVEMENT PROJECTS

2016 Vision ED Capital Projects	525
2022 Sales Tax Capital Projects	<u>4,805</u>
TOTAL CAPITAL IMPROVEMENT PROJECTS CHANGES	<u>5,330</u>
TOTAL CHANGES	<u>\$ 9,060</u>

FY 26 CHANGES FOR OPERATION

	AMOUNT
1. Benefit and compensation adjustments	\$ 53
2. Administration	(59)
a. Computer replacements	(91)
b. Software subscriptions and licenses	24
c. Various materials and other services adjustments	<u>8</u>
3. Tulsa Planning Office	(200)
a. Reappropriate - Case management implementation (one-time in FY25)	<u>(200)</u>
4. Resilience and Equity	(40)
a. Consulting services	<u>(40)</u>
5. Community Development and Housing	(50)
a. Riverwood Strategic Development (reduce one-time in FY25)	<u>(50)</u>

FY 26 CHANGES FOR OPERATION (Continued)

AMOUNT

6. Capital additions/replacements:

a. Net change to FY 25 capital

(1,944)

TOTAL OPERATING CHANGES

(2,240)

CAPITAL IMPROVEMENT PROJECTS

2016 Vision ED Capital Projects

525

2022 Sales Tax Capital Projects

6,055

2023 Sales Tax Capital Projects

21,774

Adjustment to eliminate FY 25 capital projects

(5,330)

TOTAL CAPITAL IMPROVEMENT PROJECTS CHANGES

23,024

TOTAL CHANGES

\$ 20,784

DEPARTMENT OF CITY EXPERIENCE

STAFFING SUMMARY

OCCUPATIONAL DESCRIPTION	NUMBER OF AUTHORIZED POSITIONS			NUMBER OF FULL-TIME EQUIV. AUTHORIZED POSITIONS		
	FY 24	FY 25	FY 26	FY 24	FY 25	FY 26
<u>Director</u>						
Exempt/Professional	3	3	3	3.0	3.0	3.0
Office & Technical	3	3	3	3.0	3.0	3.0
Total Director	6	6	6	6.0	6.0	6.0
<u>Code Enforcement</u>						
Administrative & Technical	3	3	3	3.0	3.0	3.0
Exempt/Professional	4	4	4	4.0	4.0	4.0
Office & Technical	21	22	22	21.0	22.0	22.0
Total Neighborhood Investigations	28	29	29	28.0	29.0	29.0
<u>Special Events</u>						
Administrative & Technical	2	2	2	2.0	2.0	2.0
Total Neighborhood Services	2	2	2	2.0	2.0	2.0
<u>Animal Welfare</u>						
Administrative & Technical	6	6	6	6.0	6.0	6.0
Exempt/Professional	6	6	6	6.0	6.0	6.0
Labor & Trades	21	25	25	21.0	25.0	25.0
Office & Technical	9	9	9	8.5	8.5	8.5
Total Animal Welfare	42	46	46	41.5	45.5	45.5
<u>Multi-Family Housing</u>						
Office & Technical	1	1	1	1.0	1.0	1.0
Total Housing	1	1	1	1.0	1.0	1.0
<u>Planning Office</u>						
Administrative & Technical	17	17	17	17.0	17.0	17.0
Exempt/Professional	4	4	4	4.0	4.0	4.0
Total Planning	21	21	21	21.0	21.0	21.0
<u>City Design Studio</u>						
Administrative & Technical	2	2	2	2.0	2.0	2.0
Exempt/Professional	7	7	7	7.0	7.0	7.0
Office & Technical	1	1	1	1.0	1.0	1.0
Total City Design	10	10	10	10.0	10.0	10.0
<u>Mayor's Office of Resilience & Equity</u>						
Administrative & Technical	4	4	4	4.0	4.0	4.0
Exempt/Professional	7	7	7	7.0	7.0	7.0
Office & Technical	0	0	0	0.0	0.0	0.0
Total Mayor's Office of Resilience & Equity	11	11	11	11.0	11.0	11.0
<u>Community Development-Housing</u>						
Administrative & Technical	6	6	6	6.0	6.0	6.0

Exempt/Professional	4	4	4	4.0	4.0	4.0
Office & Technical	<u>3</u>	<u>3</u>	<u>3</u>	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>
Total Community Dev Housing	<u>13</u>	<u>13</u>	<u>13</u>	<u>13.0</u>	<u>13.0</u>	<u>13.0</u>
 DEPARTMENT TOTAL	 <u><u>134</u></u>	 <u><u>139</u></u>	 <u><u>139</u></u>	 <u><u>133.5</u></u>	 <u><u>138.5</u></u>	 <u><u>138.5</u></u>

DEVELOPMENT SERVICES

Department Budget Summary

FY 24-25

Mission Statement

The Development Services Department promotes safety, livability and economic growth through efficient and collaborative application of building and development codes.

Overview of Services

The department is responsible for the implementation of the City’s development permitting processes, including infrastructure, and building plan review and inspection services for all private development within the City of Tulsa.

Budget Strategy Overview

The Development Services Department’s budget includes additional funding for 2 inspection supervisors as well as increased equipment management services, computer replacements and software subscription costs.

DEVELOPMENT SERVICES

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	<u>FY 24 ORIGINAL</u>	<u>FY 25 PLAN</u>	<u>FY 25 BUDGET</u>	<u>Dollar Diff. From FY 25 Plan</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
Operating Budget						
Personal Services	\$ 6,560	\$ 6,655	\$ 6,980	\$ 325	4.9%	\$ 7,013
Materials and Supplies	51	78	115	37	47.4%	51
Other Services and Charges	891	886	958	72	8.1%	975
Operating Capital	112	112	112	0	0.0%	141
Total Budget	\$ 7,614	\$ 7,731	\$ 8,165	\$ 434	5.6%	\$ 8,180

RESOURCES FOR BUDGET

100 General Fund

122 Permit & Licensing System

477 Short Term Capital

<u>FY 25 BUDGET</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
\$ 7,472	5.9%	\$ 7,441
581	3.0%	598
112	0.0%	141
\$ 8,165		\$ 8,180

FY 25 CHANGES FOR OPERATION

	<u>AMOUNT</u>
1. Benefit and compensation adjustments	\$ 105
2. FY25 Position changes	
a. Position add	220
i. Inspector Supervisors (2) - Permit Center	<u>220</u>
3. Computer replacements	39
4. Equipment management maintenance	22
5. Computer maintenance and software licenses	17
6. Software subscriptions and licenses	20
7. Various materials and other services adjustments	11
8. Capital additions/replacements:	
a. Truck replacements (3)	112
b. Adjustment to eliminate FY 25 Plan capital	<u>(112)</u>
TOTAL OPERATING CHANGES	\$ 434

FY 26 CHANGES FOR OPERATION

	<u>AMOUNT</u>
1. Benefit and compensation adjustments	\$ 33
2. Computer replacements	(76)
3. Reference material - code books	12
4. Computer maintenance and software licenses	17
5. Capital additions/replacements:	
a. Net change to FY 25 capital	<u>29</u>
TOTAL OPERATING CHANGES	\$ 15

DEVELOPMENT SERVICES

STAFFING SUMMARY

OCCUPATIONAL DESCRIPTION	NUMBER OF AUTHORIZED POSITIONS			NUMBER OF FULL-TIME EQUIV. AUTHORIZED POSITIONS		
	FY 24	FY 25	FY 26	FY 24	FY 25	FY 26
<u>Director</u>						
Exempt/Professional	1	1	1	1.0	1.0	1.0
Total Director	1	1	1	1.0	1.0	1.0
<u>Development Services</u>						
Administrative & Technical	42	42	42	42.0	42.0	42.0
Exempt/Professional	16	18	18	16.0	18.0	18.0
Office & Technical	12	12	12	12.0	12.0	12.0
Total Development Services	70	72	72	70.0	72.0	72.0
DEPARTMENT TOTAL	71	73	73	71.0	73.0	73.0

TULSA AUTHORITY FOR ECONOMIC OPPORTUNITY

Department Budget Summary

FY 24-25

Mission Statement

We are innovators who create and manage public assets and resources to drive economic growth. We invest in Tulsa's economy, businesses, neighborhoods, and people with the goal of leveraging our resources to create economic opportunity and drive equitable outcomes.

Overview of Services

Tulsa Authority for Economic Opportunity (TAEO) provides economic and community development services to the City of Tulsa through an annual service agreement. These services include, but are not limited to:

- Serving as the lead administrative entity for economic and community development services for the City of Tulsa.
 - Managing the City's Tax Increment Finance (TIF) Districts.
 - Managing and supporting the City's bond-financed economic development programs.
 - Executing land acquisition and disposition to leverage private development and redevelopment.
 - Leading asset optimization strategy related to major economic development assets.
 - Managing Downtown Development and Redevelopment loan programs.
 - Managing the Affordable Housing Trust Fund and other housing development programs and incentives.
 - Managing outreach, education, and utilization monitoring for the City's Small Business Enterprise program.
-

Budget Strategy Overview

Tulsa Authority for Economic Opportunity's service agreement remained flat for FY25 and the FY26 plan. Additionally, the service agreement has been transitioned out of the TAEO department and is now managed by the Mayor's Office of Economic Development.

TULSA AUTHORITY FOR ECONOMIC OPPORTUNITY

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	<u>FY 24 ORIGINAL</u>	<u>FY 25 PLAN</u>	<u>FY 25 BUDGET</u>	<u>Dollar Diff. From FY 25 Plan</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
Operating Budget						
Other Services and Charges	\$ 1,046	\$ 1,046	\$ 0	\$ (1,046)	-100.0%	\$ 0
Total Budget	<u>\$ 1,046</u>	<u>\$ 1,046</u>	<u>\$ 0</u>	<u>\$ (1,046)</u>	<u>-100.0%</u>	<u>\$ 0</u>

RESOURCES FOR BUDGET	<u>FY 25 BUDGET</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
100 General Fund	\$ 0	-100.0%	\$ 0
130 Economic Development ADFS	0	-100.0%	0
	<u>\$ 0</u>		<u>\$ 0</u>

FY 25 CHANGES FOR OPERATION

- Transition TAE0 management contract
- TOTAL CHANGES**

<u>AMOUNT</u>
\$ (1,046)
<u>\$ (1,046)</u>

FY 26 CHANGES FOR OPERATION

- No operational changes
- TOTAL CHANGES**

<u>AMOUNT</u>
\$ 0
<u>\$ 0</u>

DOWNTOWN TULSA PARTNERSHIP

Department Budget Summary

FY 24-25

Mission Statement

The Downtown Tulsa Partnership (DTP) champions a prosperous, vibrant, and inclusive Downtown Tulsa that serves as the region’s center of commerce, culture, and community. DTP was formed as a result of the *Strategic Plan for a Downtown management Organization* completed in Fall 2020 and unanimously endorsed by a stakeholder steering committee and the Downtown Coordinating Council. The Strategic Plan formally recommended a new downtown management model to establish a clear delineation between City services and enhanced services provided through the Tulsa Stadium Improvement District (TSID). Doing so seeks to increase the value proposition to ratepayers by maximizing accountability, responsiveness, and reflecting a myriad of Downtown interests. The plan’s goals and recommendations are based on national best practices and rooted in local community dialogue. Less than 1% of the 2,500 downtown management organizations in North America are housed within municipal governments and this effort seeks to align Downtown Tulsa’s management efforts with common national operating models.

Overview of Services

DTP was incorporated with the state of Oklahoma in February 2021 and will partner with the City of Tulsa to implement programs and services funded through the TSID. The TSID encompasses the entirety of Downtown Tulsa and property owners pay an annual assessment of which $\frac{2}{3}$ is used to repay bonds used to construct ONEOK Field and $\frac{1}{3}$ that provides enhanced services throughout Downtown such as maintenance, cleaning, beautification, livability, safety, economic development, and marketing initiatives. With this transition the Mayoral Executive Order establishing the Downtown Coordinating Council will be rescinded and the Downtown Tulsa Partnership will be the management, planning, and representative body of Downtown interests.

Budget Strategy Overview

In FY22, the Downtown Tulsa Partnership (DTP) contracted with the City to provide services that preserve, enhance, and extend value to the business owner within the Tulsa Stadium Improvement District. The FY25 budget includes funding for restoring any fund balance appropriated in FY24.

DOWNTOWN TULSA PARTNERSHIP

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	<u>FY 24 ORIGINAL</u>	<u>FY 25 PLAN</u>	<u>FY 25 BUDGET</u>	<u>Dollar Diff. From FY 25 Plan</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
Operating Budget						
Other Services and Charges	\$ 1,622	\$ 1,457	\$ 1,609	\$ 152	10.4%	\$ 1,609
Total Budget	\$ 1,622	\$ 1,457	\$ 1,609	\$ 152	10.4%	\$ 1,609

RESOURCES FOR BUDGET	<u>FY 25 BUDGET</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
100 General Fund	\$ 104	15.6%	\$ 104
141 Tulsa Stadium Imp District	1,505	10.1%	1,505
	\$ 1,609		\$ 1,609

FY 25 CHANGES FOR OPERATION

- 1. Operational changes
- TOTAL CHANGES**

<u>AMOUNT</u>
\$ 152
\$ 152

FY 26 CHANGES FOR OPERATION

- 1. No operational changes
- TOTAL CHANGES**

<u>AMOUNT</u>
\$ 0
\$ 0

MANAGED ENTITIES-ECONOMIC DEVELOPMENT

Department Budget Summary

FY 24-25

Overview of Services

The City engages in economic development and tourism activities primarily funded by hotel/motel tax within the Economic Development Commission, Convention and Visitors, and Tourism Improvement District 1 funds. Also included is the Quality Events program which is intended to attract major events to Oklahoma that might have otherwise taken place in another state. The Oklahoma Tax Commission (OTC) oversees administration of the program by approving events and determining the incremental state sales tax revenue generated by the event. The approved incremental state sales tax revenue is remitted to the City. By Mayor and Council approved resolution, the City then remits payment to the promoter for the promotion of the qualifying event.

Budget Strategy Overview

Annually the City contracts for economic development and marketing and promotion of tourism activities within the City of Tulsa. The FY25 budget provides additional funding for the Tourism Improvement District, Visit Tulsa, and services provided by the Economic Development Commission. FY25 includes funding for Root Tulsa and pursuing a licensing agreement with Olympic Inc. for the use of the Olympic rings for BMX's Olympic tryouts. Also included in the FY25 budget is an increase in funding for the Quality Events program that provides local municipalities reimbursements for eligible expenses of qualified events.

MANAGED ENTITIES - ECONOMIC DEVELOPMENT

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	FY 24 ORIGINAL	FY 25 PLAN	FY 25 BUDGET	Dollar Diff. From FY 25 Plan	Percent Diff. From FY 25 Plan	FY 26 FINANCIAL PLAN
Operating Budget						
Other Services and Charges	6,691	6,153	7,807	1,654	26.9%	7,832
Total Budget	\$ 6,691	\$ 6,153	\$ 7,807	1,654	26.9%	\$ 7,832

RESOURCES FOR BUDGET

	FY 25 BUDGET	Percent Diff. From FY 25 Plan	FY 26 FINANCIAL PLAN
100 General Fund	\$ 385	92.5%	\$ 350
130 Economic Development Commission	250	92.3%	250
131 Convention & Visitors	4,374	31.2%	4,434
143 Tourism Improvement District	2,798	12.4%	2,798
	\$ 7,807		\$ 7,832

MANAGEMENT AGREEMENTS

	FY 25 BUDGET	Percent Diff. From FY 25 Plan	FY 26 FINANCIAL PLAN
Tourism Improvement District	\$ 2,798	35.7%	\$ 2,798
Economic Development Commission	250	92.3%	250
Visit Tulsa	4,187	25.6%	4,340
Quality Events Incentive	350	75.0%	350
Root Tulsa	35	N/A	0
Hardesty National BMX Olympic Rings	187	N/A	94
TOTAL OPERATING CHANGES	\$ 7,807		\$ 7,832

MAYOR'S OFFICE OF ECONOMIC DEVELOPMENT

Department Budget Summary

FY 24-25

Mission Statement

To strengthen the economy and create shared prosperity for all Tulsans by developing and managing programs and resources which spur business creation and expansion and facilitate new development and investment. Successfully maintain, improve, market and develop Downtown Tulsa as a vibrant center for living, commerce, arts, entertainment and education.

Budget Strategy Overview

The funding in this department supports the City's Economic Development Director. Starting in FY25, the TAO service agreement budget will be moved under the Mayor's Office of Economic Development (MOED) to administer.

MAYOR'S OFFICE OF ECONOMIC DEVELOPMENT

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	<u>FY 24 ORIGINAL</u>	<u>FY 25 PLAN</u>	<u>FY 25 BUDGET</u>	<u>Dollar Diff. From FY 25 Plan</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
Operating Budget						
Personal Services	\$ 0	\$ 0	\$ 263	\$ 263	N/A	\$ 263
Other Services and Charges	0	0	1,051	1,051	N/A	1,051
Total Operating Budget	0	0	1,314	1,314	N/A	1,314
Capital Budget	1,650	2,350	2,350	0	0.0%	1,300
Total Budget	\$ 1,650	\$ 2,350	\$ 3,664	\$ 1,314	55.9%	\$ 2,614

RESOURCES FOR BUDGET

100 General Fund

130 Economic Development ADFS

409 2022 Sales Tax

	<u>FY 25 BUDGET</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
100 General Fund	\$ 1,071	N/A	\$ 1,071
130 Economic Development ADFS	243	N/A	243
409 2022 Sales Tax	2,350	0.0%	1,300
	\$ 3,664		\$ 2,614

FY 25 CHANGES FOR OPERATION

1. Benefit and compensation adjustments
 2. FY24 mid-year position changes
 - a. Director of Economic Development
 3. Other services and supplies
 4. TAEO management contract transition
 - 2022 Sales Tax Capital Projects
 - Adjustment to eliminate FY 25 Plan capital projects
- TOTAL CHANGES**

	<u>AMOUNT</u>
1. Benefit and compensation adjustments	\$ 57
2. FY24 mid-year position changes	206
a. Director of Economic Development	206
3. Other services and supplies	5
4. TAEO management contract transition	1,046
2022 Sales Tax Capital Projects	2,350
Adjustment to eliminate FY 25 Plan capital projects	(2,350)
TOTAL CHANGES	\$ 1,314

FY 26 CHANGES FOR OPERATION

1. No operational changes

	<u>AMOUNT</u>
1. No operational changes	\$ 0

CAPITAL IMPROVEMENT PROJECTS

- 2022 Sales Tax Capital Projects
- Adjustment to eliminate FY 25 capital projects

TOTAL CAPITAL IMPROVEMENT PROJECTS CHANGES

TOTAL CHANGES

2022 Sales Tax Capital Projects	1,300
Adjustment to eliminate FY 25 capital projects	(2,350)
TOTAL CAPITAL IMPROVEMENT PROJECTS CHANGES	(1,050)
TOTAL CHANGES	\$ (1,050)

MAYOR'S OFFICE OF ECONOMIC DEVELOPMENT

STAFFING SUMMARY

OCCUPATIONAL DESCRIPTION	NUMBER OF AUTHORIZED POSITIONS			NUMBER OF FULL-TIME EQUIV. AUTHORIZED POSITIONS		
	FY 24	FY 25	FY 26	FY 24	FY 25	FY 26
Mayor's Office of Economic Development						
Exempt/Professional	1	1	1	1.0	1.0	1.0
Total Mayor's Office of Economic Development	1	1	1	1.0	1.0	1.0
DEPARTMENT TOTAL	1	1	1	1.0	1.0	1.0

TOTAL OPERATING
AND CAPITAL BUDGET
[IN MILLIONS]
FY 24-25

READER'S GUIDE TO DEPARTMENTAL HIGHLIGHTS

The Spavinaw Water Project Facts and Figures

Total Cost	\$7,500,000
Area	400 Sq. Miles
Spavinaw Lake	1800 Acres
Capacity of Spavinaw Lake	20,000,000,000 Gals
Length of Dam	3600 Feet
Height of Dam	55 Feet
Length of Spillway	300 Feet
Length of Conduit	55 Miles
Size of Concrete Pipe	60 and 54 Inches
Size of Tunnel	7 Feet
Length of Tunnel	2 Miles

Public Safety and Protection

Municipal Court
Police
Fire
EMSA
Tulsa Area Emergency Management Agency

Cultural Development and Recreation

Park and Recreation
River Parks Authority
BOK and Convention Centers
Managed Entities – Culture and Recreation

Social and Economic Development

Department of City Experience
Development Services
Tulsa Authority for Economic Opportunity
Downtown Tulsa Partnership
Managed Entities – Economic Development
Mayor's Office of Economic Development

Public Works and Transportation

YOU ARE HERE

Engineering Services
Public Works
Water and Sewer
Metropolitan Tulsa Transit Authority

Administrative and Support Services

Elected Officials
Mayor's Office
City Auditor
City Council
Legal
Human Resources
General Government
Indian Nations Council of Governments (INCOG)
Finance
Information Technology
Customer Care
Communications
Asset Management

Transfers to Other Funds

Debt Service

AS BUILT

CITY OF TULSA, OKLAHOMA SECOND SPAVINAW PROJECT UPPER SPAVINAW DAM GENERAL MAP	
W. Pinkney & Associates Consulting Engineers Tulsa, Oklahoma	Sheet 12 of 12 City of Tulsa Contract No. 100

ENGINEERING SERVICES

Department Budget Summary

FY 24-25

Overview of Services

As part of the FY24 Adopted Budget, the Engineering Services Department was dissolved and reorganized within the departments of Water and Sewer, Public Works, and Department of City Experience.

This section is included for informational purposes only, related to expenses incurred in previous years.

ENGINEERING SERVICES

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	FY 24 ORIGINAL	FY 25 PLAN	FY 25 BUDGET	Dollar Diff. From FY 25 Plan	Percent Diff. From FY 25 Plan	FY 26 FINANCIAL PLAN
Operating Budget	\$ 0	\$ 0	\$ 0	\$ 0	N/A	\$ 0
Total Operating Budget	0	0	0	0	N/A	0
Capital Budget	96,940	74,251	0	(74,251)	-100.0%	0
Total Budget	\$ 96,940	\$ 74,251	\$ 0	\$ (74,251)	-100.0%	\$ 0

RESOURCES FOR BUDGET

4000 2016 Vision ED Capital Proj
 409 2022 Sales Tax
 7400 TMUA Water Capital Projects
 7500 TMUA Sewer Capital Projects

FY 25 BUDGET	Percent Diff. From FY 25 Plan	FY 26 FINANCIAL PLAN
\$ 0	-100.0%	\$ 0
0	-100.0%	0
0	-100.0%	0
0	-100.0%	0
\$ 0		\$ 0

FY 25 CHANGES FOR OPERATION

1. No changes. Included for informational purposes only.

AMOUNT
\$ 0

CAPITAL IMPROVEMENT PROJECTS

Adjustment to eliminate FY 25 Plan capital projects

TOTAL CAPITAL IMPROVEMENT PROJECTS CHANGES
TOTAL CHANGES

(74,251)
(74,251)
\$ (74,251)

FY 26 CHANGES FOR OPERATION

1. No changes. Included for informational purposes only.

TOTAL CHANGES

AMOUNT
\$ 0
\$ 0

ENGINEERING SERVICES

STAFFING SUMMARY

OCCUPATIONAL DESCRIPTION	NUMBER OF AUTHORIZED POSITIONS			NUMBER OF FULL-TIME EQUIV. AUTHORIZED POSITIONS		
	FY 24	FY 25	FY 26	FY 24	FY 25	FY 26
<u>Director</u>						
Exempt/Professional	0	0	0	0.0	0.0	0.0
Unclassified	0	0	0	0.0	0.0	0.0
Office & Technical	0	0	0	0.0	0.0	0.0
Administrative & Technical	0	0	0	0.0	0.0	0.0
Seasonal Labor	0	0	0	0.0	0.0	0.0
Total Director	0	0	0	0.0	0.0	0.0
<u>Design Engineering:</u>						
Administrative & Technical	0	0	0	0.0	0.0	0.0
Exempt/Professional	0	0	0	0.0	0.0	0.0
Total Design Engineering:	0	0	0	0.0	0.0	0.0
<u>Field Engineering</u>						
Administrative & Technical	0	0	0	0.0	0.0	0.0
Exempt/Professional	0	0	0	0.0	0.0	0.0
Office & Technical	0	0	0	0.0	0.0	0.0
Total Field Engineering	0	0	0	0.0	0.0	0.0
<u>Planning & Coordination</u>						
Administrative & Technical	0	0	0	0.0	0.0	0.0
Exempt/Professional	0	0	0	0.0	0.0	0.0
Office & Technical	0	0	0	0.0	0.0	0.0
Total Planning & Coordination	0	0	0	0.0	0.0	0.0
DEPARTMENT TOTAL	0	0	0	0.0	0.0	0.0

PUBLIC WORKS

Department Budget Summary

FY 24-25

Mission Statement

Improve quality of life and safety for citizens of Tulsa by providing consistent, cost-effective, and high-quality services in the areas of streets maintenance and inspections, stormwater and land management, refuse and recycling and traffic control.

Overview of Services

The Public Works Department’s primary areas of responsibility are street maintenance and rights-of-way inspections, traffic control, stormwater, land management, refuse and recycling service through the Tulsa Authority for the Recovery of Energy (TARE).

Budget Strategy Overview

The Public Works Department’s budget reflects an increase due to new obligations the City must address as part of the City’s Stormwater Discharge Permit; as prescribed by the Federal Clean Water Act. Additional resources will be dedicated to bacterial testing, and increased compliance monitoring of stormwater discharge resulting from both public and commercial developments. Likewise, the City continues to invest in improved asset management and stormwater maintenance services; as part of the Stormwater Utility Enterprise Initiative. The FY25 budget will fund increased stormwater channel maintenance, water quality assurance efforts, and continue the inventorying of stormwater assets citywide.

Additionally, funding has been provided to address the increasing costs of refuse and recycling services. Exceptionally high inflation continues to impact contracted services for refuse and recycling, as many are tied to the Consumer Price Index (CPI) for pricing.

Finally, highway street lighting has been prioritized and additional funding is provided to convert highway lighting to LED to enhance safety, create energy efficiencies, and reduce future electrical costs.

PUBLIC WORKS

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	FY 24 ORIGINAL	FY 25 PLAN	FY 25 BUDGET	Dollar Diff. From FY 25 Plan	Percent Diff. From FY 25 Plan	FY 26 FINANCIAL PLAN
Operating Budget						
Personal Services	\$ 34,277	\$ 35,469	\$ 37,455	\$ 1,986	5.6%	\$ 37,835
Materials and Supplies	3,714	3,729	4,071	342	9.2%	3,735
Other Services and Charges	55,234	56,561	63,653	7,092	12.5%	58,995
Operating Capital	9,662	8,598	11,195	2,597	30.2%	9,028
Total Operating Budget	102,887	104,357	116,374	12,017	11.5%	109,593
Capital Budget	0	2,600	10,710	8,110	311.9%	26,491
Total Budget	\$ 102,887	\$ 106,957	\$ 127,084	\$ 20,127	18.8%	\$ 136,084

RESOURCES FOR BUDGET

	FY 25 BUDGET	Percent Diff. From FY 25 Plan	FY 26 FINANCIAL PLAN
100 General Fund	\$ 31,155	5.6%	\$ 30,947
148 Public Ways Capital	0	-100.0%	3,021
149 Public Ways	10,136	410.1%	3,513
151 Transportation Sales Tax	3,810	3.6%	3,821
2000 Community Develop Block Grant	385	27.9%	385
4000 2016 Vision ED Capital Proj	10,710	N/A	11,560
410 2023 Sales Tax	0	N/A	11,910
477 Short Term Capital	2,708	-6.1%	3,335
560 Stormwater Enterprise	31,125	5.4%	29,304
730 TARE Refuse Operating	36,673	0.6%	37,915
740 TMUA Water Operating	332	>500.0%	321
750 TMUA Sewer Operating	50	>500.0%	52
	\$ 127,084		\$ 136,084

FY 25 CHANGES FOR OPERATION

	AMOUNT
1. Benefit and compensation adjustments	\$ 1,788
2. FY24 mid-year position changes	(88)
a. Administrative Assistant II - transfer to Communications	(88)
3. FY25 position changes	186
a. Sr. Environmental Monitoring Technician - Stormwater	76
b. Financial Planning Manager - Administration	109
4. Department wide and administration changes	1,351
a. Overtime due to additional service requests	100
b. Computer replacements	84
c. Payment in lieu of taxes	106
d. Indirect costs	275
e. Equipment management services	516
f. Engineering services for operating departments	90
g. Consulting services	38
h. Training - professional and technical progression programs	21
i. Internal utilities	41
j. Burlington Northern Santa Fe sealed corridor agreement	50
k. Various other services adjustments	30

FY 25 CHANGES FOR OPERATION (Continued)

	<u>AMOUNT</u>
5. Stormwater Maintenance operational changes	(2,779)
a. Household pollutant disposal contract increases	95
b. Horticulture supplies inflationary increases	32
c. Graffiti abatement supplies	4
d. Zink Lake sampling equipment	2
e. Operating supplies inflationary increases	3
f. Various materials and supplies adjustments	11
g. Mowing and tree trimming contracts CPI increase (4%)	97
h. Equipment rental inflationary increases	30
i. Paving cuts	25
j. Concrete and aggregate material	(61)
k. Stormwater capital planning and consulting services moved	
l. to Water and Sewer	(3,037)
m. Reappropriate - software RFP (one-time)	20
6. Solid Waste operational changes	480
a. Concrete and aggregate material	22
b. Various material and supplies adjustments	12
c. Legal services contract increase	40
d. Consulting services - tub grinder automation/optimization	75
e. Training and subscriptions - data analytics	17
f. TARE portion of audio visual system upgrades	60
to board meeting space (one-time)	
g. Recycling processing contract increase	920
h. Mulch hauling	100
i. Dumpster Program	20
j. Refuse stickers	25
k. Mulching equipment rental inflationary increase	45
l. Equipment repair inflationary increases	12
m. Landfill dumping fees	(978)
n. Shopping cart retrieval pilot program (one-time)	100
o. Various other services adjustments	10
7. Street Maintenance operational changes	796
a. Radios (22) - (one-time)	95
b. Hand-held locating machines (3) - (one-time)	38
c. Brine mixing repair parts and supplies	10
d. Fencing and gate repair for homeless encampments	25
e. Landfill dumping fees contract increases	20
f. Mowing and tree trimming contracts CPI increase (4%)	66
g. Tree planting grant match (one-time)	500
h. Various other services adjustments	14
i. Reappropriate capital - spreader unit (one-time)	28
8. Field Operations	32
a. GPS maintenance agreement	32
9. Traffic Operations	7,682
a. Street lighting conversion to LED	7,649
b. Gas utility rate increase	3
c. Reappropriate - traffic control components (one-time)	30
10. Capital additions/replacements:	
a. Stormwater capital	3,523
b. Solid Waste capital	2,161
c. Street maintenance capital	2,679
d. Water capital	311
e. Sewer capital	48
f. HUD capital	385
g. Reappropriation - Stormwater capital	2,060
h. Adjustment to eliminate FY 25 Plan capital	(8,598)
TOTAL OPERATING CHANGES	<u>12,017</u>

CAPITAL IMPROVEMENT PROJECTS

Public Ways Capital	0
2016 Vision ED Capital Projects	10,710
Adjustment to eliminate FY 25 Plan capital projects	<u>(2,600)</u>
TOTAL CAPITAL IMPROVEMENT PROJECTS CHANGES	<u>8,110</u>
TOTAL CHANGES	<u>\$ 20,127</u>

FY 26 CHANGES FOR OPERATION

	AMOUNT
1. Benefit and compensation adjustments	\$ 358
2. Overtime	22
3. Computer replacements	(191)
4. Radios (22) - (one-time in FY25)	(95)
5. Hand-held locating machines (3) - (one-time in FY25)	(38)
6. Concrete and aggregate material	8
7. Burlington Northern Santa Fe sealed corridor agreement	5
8. TARE portion of audio visual system upgrades - (one-time in FY25)	(60)
9. Payment in lieu of taxes	677
10. Landfill dumping fees	457
11. Refuse collection charges	797
12. Mowing, sweeping, and tree trimming contracts CPI increase (4%)	163
13. Tree planting grant match - one time in FY25	(500)
14. Street lighting conversion to LED (one-time portion in FY25)	(6,125)
15. Utilities - electric, gas	48
16. Relocation expenses-Stormwater Management moving to new building	20
17. Reappropriation - traffic control components (one-time in FY25)	(30)
18. Reappropriation - software RFP (one-time in FY25)	(20)
19. Shopping cart retrieval pilot program (one-time in FY25)	(100)
20. Various materials and other services adjustments	(10)
21. Capital additions/replacements:	
a. Net change to FY 25 capital	<u>(2,167)</u>
TOTAL OPERATING CHANGES	<u>(6,781)</u>

CAPITAL IMPROVEMENT PROJECTS

Public Ways Capital	3,021
2016 Vision ED Capital Projects	11,560
2023 Sales Tax Capital Projects	11,910
Adjustment to eliminate FY 25 capital projects	<u>(10,710)</u>
TOTAL CAPITAL IMPROVEMENT PROJECTS CHANGES	<u>15,781</u>
TOTAL CHANGES	<u>\$ 9,000</u>

PUBLIC WORKS

STAFFING SUMMARY

OCCUPATIONAL DESCRIPTION	NUMBER OF AUTHORIZED POSITIONS			NUMBER OF FULL-TIME EQUIV. AUTHORIZED POSITIONS		
	FY 24	FY 25	FY 26	FY 24	FY 25	FY 26
<u>Director</u>						
Administrative & Technical	4	4	4	4.0	4.0	4.0
Exempt/Professional	3	4	4	3.0	4.0	4.0
Unclassified Appointments	1	1	1	1.0	1.0	1.0
Seasonal Labor	1	1	1	0.3	0.3	0.3
Total Director	9	10	10	8.3	9.3	9.3
<u>Refuse & Recycling Services</u>						
Administrative & Technical	3	3	3	3.0	3.0	3.0
Exempt/Professional	8	8	8	8.0	8.0	8.0
Labor & Trades	24	24	24	24.0	24.0	24.0
Office & Technical	21	21	21	21.0	21.0	21.0
Science & Technical	1	1	1	1.0	1.0	1.0
Total Refuse & Recycling Services	57	57	57	57.0	57.0	57.0
<u>Stormwater Management</u>						
Administrative & Technical	3	4	4	3.0	4.0	4.0
Exempt/Professional	15	17	17	15.0	17.0	17.0
Labor & Trades	84	92	92	84.0	92.0	92.0
Office & Technical	12	12	12	12.0	12.0	12.0
Science & Technical	17	21	21	17.0	21.0	21.0
Total Stormwater Management	131	146	146	131.0	146.0	146.0
<u>Street Maintenance & Inspections</u>						
Administrative & Technical	3	3	3	3.0	3.0	3.0
Exempt/Professional	11	11	11	11.0	11.0	11.0
Labor & Trades	50	50	50	50.0	50.0	50.0
Office & Technical	20	20	20	20.0	20.0	20.0
Total Street Maint. & Inspections	84	84	84	84.0	84.0	84.0
<u>Traffic Operations</u>						
Administrative & Technical	9	9	9	9.0	9.0	9.0
Exempt/Professional	11	11	11	11.0	11.0	11.0
Labor & Trades	28	28	28	28.0	28.0	28.0
Office & Technical	6	6	6	6.0	6.0	6.0
Crossing Guard	56	56	56	7.0	7.0	7.0
Total Traffic Operations	110	110	110	61.0	61.0	61.0
<u>Engineering</u>						
Administrative & Technical	2	2	2	2.0	2.0	2.0
Exempt/Professional	8	8	8	8.0	8.0	8.0
Labor & Trades	0	0	0	0.0	0.0	0.0
Office & Technical	5	5	5	5.0	5.0	5.0
Total Engineering	15	15	15	15.0	15.0	15.0

Field Engineering

Administrative & Technical	3	3	3	3.0	3.0	3.0
Exempt/Professional	11	11	11	11.0	11.0	11.0
Labor & Trades	0	0	0	0.0	0.0	0.0
Office & Technical	43	43	43	43.0	43.0	43.0
Total Field Engineering	57	57	57	57.0	57.0	57.0

Capital

Administrative & Technical	8	8	8	8.0	8.0	8.0
Exempt/Professional	10	10	10	10.0	10.0	10.0
Labor & Trades	0	0	0	0.0	0.0	0.0
Office & Technical	5	5	5	5.0	5.0	5.0
Total Capital	23	23	23	23.0	23.0	23.0

DEPARTMENT TOTAL

486	502	502	436.3	452.3	452.3
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WATER AND SEWER

Department Budget Summary

FY 24-25

Mission Statement

To provide reliable, safe, quality water, and sanitary sewer services to our customers at a cost consistent with sound management practices while protecting our natural resources.

Overview of Services

The Water and Sewer Department manages, operates, and maintains the City's water and wastewater systems. Tulsa's drinking water comes from two sources: Lakes Spavinaw and Eucha on Spavinaw Creek and Lake Oologah on the Verdigris River. Lakes Spavinaw and Eucha are owned and operated by the City. Lake Oologah is operated by the U.S. Army Corps of Engineers. A third emergency source of water is available from Lake Hudson on Grand River. Water is treated at two treatment plants: Mohawk and A.B. Jewell and provided to customers through a water distribution system. Collected wastewater is treated at four treatment plants: Southside, Northside, Haikey Creek, and Lower Bird Creek.

Budget Strategy Overview

In FY25, a reorganization of the City's Information Technology (IT) Department will result in five members of the IT department moving into the Water and Sewer Department to better align with GIS services. Additionally, the Water and Sewer Department moved two data analytics positions to the newly formed Office of the Chief Data Officer division of the Finance Department. This transition of personnel and operating budget is reflected as an \$553 thousand-dollar net adjustment to the Water and Sewer Department's appropriations starting in FY25.

During the FY24 fiscal year it was determined certain contracted services that had been managed in Public Works would be a better fit in the Water and Sewer Department. A \$2.4 million increase in appropriations is reflected in the FY25 budget as a result of moving the contract management from Public Works to Water and Sewer.

A citywide drainage study, granular activated carbon (GAC) filter replacements, paving cuts contract increases, and contract increase for biosolid removal are all budgeted in FY25. These four items resulted in a \$2.6 million dollar increase from the FY25 plan.

WATER AND SEWER

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	<u>FY 24 ORIGINAL</u>	<u>FY 25 PLAN</u>	<u>FY 25 BUDGET</u>	<u>Dollar Diff. From FY 25 Plan</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
Operating Budget						
Personal Services	\$ 60,504	\$ 61,207	\$ 64,915	\$ 3,708	6.1%	\$ 65,996
Materials and Supplies	17,934	17,807	18,696	889	5.0%	18,548
Other Services and Charges	71,298	70,899	74,748	3,849	5.4%	73,999
Operating Capital	18,255	19,086	24,042	4,956	26.0%	21,846
Total Operating Budget	167,991	168,999	182,401	13,402	7.9%	180,389
Capital Budget	5,487	5,200	72,685	67,485	>500.0%	58,764
Total Budget	\$ 173,478	\$ 174,199	\$ 255,086	\$ 80,887	46.4%	\$ 239,153

RESOURCES FOR BUDGET

	<u>FY 25 BUDGET</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
560 Stormwater Enterprise	\$ 3,474	>500.0%	\$ 2,185
5600 Stormwater Capital Projects	6,670	N/A	8,885
740 TMUA Water Operating	112,826	6.6%	111,126
7400 TMUA Water Capital Projects	23,520	N/A	19,881
750 TMUA Sewer Operating	66,101	5.1%	67,078
7500 TMUA Sewer Capital Projects	42,495	>500.0%	29,998
	\$ 255,086		\$ 239,153

FY 25 CHANGES FOR OPERATION

	<u>AMOUNT</u>
1. Benefit and compensation adjustments	\$ 2,757
2. Reorganization of positions from IT	822
a. Personal services (5)	547
b. Esri ArcGIS enterprise agreement	275
3. Reorganization of positions to Finance	(269)
a. Personal services transition (2)	(269)
4. FY25 position changes	263
a. Position add	
i. Utility systems operations administrator - Water Supply	68
ii. Environmental compliance coordinator - Water Distribution	81
iii. Wastewater works operator I - Sewer Operations	52
iv. Wastewater works operator IV - Sewer Operations	62
5. Overtime due to salaries increase	410
6. Administration	3,636
a. Computer maintenance and software licenses	82
b. Stormwater contracts	2,430
c. Internal wireless IT equipment	91
d. Payment in lieu of taxes	(310)
e. Various materials and other services adjustments	35
f. Contract - citywide drainage studies	691
g. Internal equipment management	150
h. Indirect cost estimates	393
i. Reappropriate - USGS Gauges monitoring citywide (one-time)	75

FY 25 CHANGES FOR OPERATION (Continued)

	<u>AMOUNT</u>
7. Water Supply	(795)
a. Radio and electronic supply	51
b. Electrical and gas utilities	318
c. Laboratory equipment	244
d. Repair and maintenance	25
e. Oologah water contract capital repairs	259
f. Motor fuels	10
g. Various materials and other services adjustments	39
h. Propane	(14)
i. Granular activated carbon (moved to water treatment plant)	(1,877)
j. Water monitoring and test services	25
k. Reappropriate - ABB Industrial Control System Agreement	<u>125</u>
8. Water Quality Assurance	91
a. Chemicals	15
b. Laboratory contract for Zink Lake monitoring	45
c. Other operating supplies	31
d. Computer maintenance and software licenses	3
e. Various materials and supplies adjustments	<u>(3)</u>
9. Water Distribution	1,064
a. Other operating supplies	100
b. Meter replacements	100
c. Various materials and other services adjustments	28
d. Paving cuts contracts	786
e. Traffic control for water line repairs	<u>50</u>
10. Sewer Operations and Maintenance	(160)
a. Janitorial contract increase	10
b. Various materials and other services adjustments	14
c. Maintenance contract increase	28
d. Utilities	13
e. Sewer cleaning contract decrease	<u>(225)</u>
11. Water Pollution Control	(325)
a. Chemicals	81
b. Various materials and other services adjustments	(9)
c. Southside treatment plant - maintenance contract moving to FY26	(461)
d. Electric, gas, and water utilities	126
e. Biosolids monitoring program	(85)
f. Janitorial contract increase	<u>23</u>
12. Haikey Creek Wastewater Treatment Plant	792
a. Electrical and utilities - overestimated	(53)
b. Various materials and other services adjustments	27
c. Radio and electronic supply	88
d. Biosolids contracts increase	605
e. Supervisory control and data acquisition improvement contract	<u>125</u>
13. Southside Wastewater Treatment Plant	159
a. Computer maintenance and software licenses	343
b. Various materials and other services adjustments	(36)
c. Electrical and utilities - overestimated	<u>(148)</u>
14. Capital additions/replacements:	
a. Operating Capital	13,770
b. Water treatment plant equipment replacement	3,982
c. Wastewater treatment plant equipment replacement	3,878
d. Reappropriate - Operating Capital	1,952
e. Reappropriate - Water treatment plant capital	286
f. Reappropriate - Sewer treatment plant capital	175
g. Adjustment to eliminate FY 25 Plan capital	<u>(19,086)</u>
TOTAL OPERATING CHANGES	<u><u>13,402</u></u>

CAPITAL IMPROVEMENT PROJECTS

Stormwater Capital Projects	6,670
TMUA Water Capital Projects	23,520
TMUA Sewer Capital Projects	42,495
Adjustment to eliminate FY 25 Plan capital projects	<u>(5,200)</u>
TOTAL CAPITAL IMPROVEMENT PROJECTS CHANGES	<u>67,485</u>
TOTAL CHANGES	<u>\$ 80,887</u>

FY 26 CHANGES FOR OPERATION

	AMOUNT
1. Benefit and compensation adjustments	\$ 424
2. FY26 Position Changes	657
a. Position add	
i. Industrial Systems Project Coordinator - Admin Services	84
ii. Industrial Control Systems Analyst - Admin Services	79
iii. Administrative Assistant II - Southside Treatment Plant	68
iv. Senior Environmental Monitoring Technician - Water Distribution	76
v. W/W Works Operator I (4) - Sewer Operations	156
vi. W/W Works Operator III (2) - Sewer Operations	58
vii W/W Works Operator V - Sewer Operations	68
vii Utility Systems Operations Administrator (USOA) - Water Supply	<u>68</u>
3. Indirect cost estimates	(306)
4. Payment in lieu of taxes	784
5. Computer maintenance and software licenses	199
6. Stormwater - assessment contracts (one-time, expires in FY25)	(1,332)
7. Oologah storage rights contract estimate from Corp of Engineers	(603)
8. Radio and electrical supplies	(142)
9. Various materials and other services adjustments	15
10. Southside treatment plant - maintenance increase	603
11. Equipment management services	85
12. Reappropriate - USGS Gauges monitoring citywide (one-time in FY25)	(75)
13. Reappropriate - ABB Industrial Control System agreement (one-time in FY25)	(125)
14. Capital additions/replacements	
a. Net change to FY 25 capital	<u>(2,196)</u>
TOTAL OPERATING CHANGES	<u>(2,012)</u>

CAPITAL IMPROVEMENT PROJECTS

Stormwater Capital Projects	8,885
TMUA Water Capital Projects	19,881
TMUA Sewer Capital Projects	29,998
Adjustment to eliminate FY 25 capital projects	<u>(72,685)</u>
TOTAL CAPITAL IMPROVEMENT PROJECTS CHANGES	<u>(13,921)</u>
TOTAL CHANGES	<u>\$ (15,933)</u>

WATER AND SEWER

STAFFING SUMMARY

OCCUPATIONAL DESCRIPTION	NUMBER OF			NUMBER OF FULL-TIME EQUIV.		
	AUTHORIZED POSITIONS			AUTHORIZED POSITIONS		
	FY 24	FY 25	FY 26	FY 24	FY 25	FY 26
<u>Administrative Services</u>						
Administrative & Technical	8	8	10	8.0	8.0	10.0
Exempt/Professional	8	8	8	8.0	8.0	8.0
Labor & Trades	0	0	0	0.0	0.0	0.0
Office & Technical	3	3	3	3.0	3.0	3.0
Total Administrative Services	19	19	21	19.0	19.0	21.0
<u>Water Supply</u>						
Administrative & Technical	23	24	25	23.0	24.0	25.0
Exempt/Professional	17	17	17	17.0	17.0	17.0
Labor & Trades	65	65	65	65.0	65.0	65.0
Office & Technical	6	6	6	6.0	6.0	6.0
Total Water Supply	111	112	113	111.0	112.0	113.0
<u>Water Quality</u>						
Administrative & Technical	1	1	1	1.0	1.0	1.0
Exempt/Professional	5	5	5	5.0	5.0	5.0
Office & Technical	15	15	15	15.0	15.0	15.0
Scientific & Technical	37	37	37	37.0	37.0	37.0
Total Water Quality	58	58	58	58.0	58.0	58.0
<u>Water & Sewer Distribution System</u>						
Administrative & Technical	7	7	7	7.0	7.0	7.0
Exempt/Professional	23	23	23	23.0	23.0	23.0
Labor & Trades	205	207	207	205.0	207.0	207.0
Office & Technical	28	28	28	28.0	28.0	28.0
Scientific & Technical	0	1	2	0.0	1.0	2.0
Total Water & Sewer Dist. Sys.	263	266	267	263	266	267
<u>Water & Sewer O&M</u>						
Administrative & Technical	9	9	9	9.0	9.0	9.0
Exempt/Professional	13	13	13	13.0	13.0	13.0
Labor & Trades	77	77	84	77.0	77.0	84.0
Office & Technical	21	21	21	21.0	21.0	21.0
Total Water & Sewer O&M	120	120	127	120.0	120.0	127.0

OCCUPATIONAL DESCRIPTION	NUMBER OF AUTHORIZED POSITIONS			NUMBER OF FULL-TIME EQUIV. AUTHORIZED POSITIONS		
	FY 24	FY 25	FY 26	FY 24	FY 25	FY 26
<u>Utility Planning & Design</u>						
Administrative & Technical	17	17	18	17.0	17.0	18.0
Exempt/Professional	27	27	27	27.0	27.0	27.0
Office & Technical	6	6	6	6.0	6.0	6.0
Total Utility Planning & Design	50	50	51	50.0	50.0	51.0
<u>Pollution Control</u>						
Administrative & Technical	5	5	5	5.0	5.0	5.0
Exempt/Professional	4	4	4	4.0	4.0	4.0
Labor & Trades	8	8	8	8.0	8.0	8.0
Office & Technical	2	2	2	2.0	2.0	2.0
Total Pollution Control	19	19	19	19.0	19.0	19.0
<u>Haikey Creek Treatment Plant</u>						
Administrative & Technical	2	2	2	2.0	2.0	2.0
Exempt/Professional	3	3	3	3.0	3.0	3.0
Labor & Trades	8	8	8	8.0	8.0	8.0
Total Haikey Creek Trtmnt. Plant	13	13	13	13.0	13.0	13.0
<u>Southside Treatment Plant</u>						
Administrative & Technical	8	8	8	8.0	8.0	8.0
Exempt/Professional	4	4	4	4.0	4.0	4.0
Labor & Trades	26	26	26	26.0	26.0	26.0
Office & Technical	1	1	1	1.0	1.0	1.0
Total Southside Treatment Plant	39	39	39	39.0	39.0	39.0
<u>Northside Treatment Plant</u>						
Administrative & Technical	9	9	9	9.0	9.0	9.0
Exempt/Professional	5	5	5	5.0	5.0	5.0
Labor & Trades	29	29	29	29.0	29.0	29.0
Office & Technical	1	1	1	1.0	1.0	1.0
Total Northside Treatment Plant	44	44	44	44.0	44.0	44.0
DEPARTMENT TOTAL	736	740	752	736.0	740.0	752.0

Mission Statement

To connect people to progress and prosperity.

Overview of Services

The Metropolitan Tulsa Transit Authority (MTTA) provides public transportation serving residents in the City of Tulsa, Broken Arrow, Jenks, and Sand Springs. These services include fixed route bus service, ADA paratransit services for persons with disabilities, and the micro transit service.

In fall 2019, MTTA launched Oklahoma's first bus rapid transit service (Aero) on Peoria, with a planned 2nd route to start in 2026. They transitioned into a fixed bus stop system giving each bus stop with a unique identification number, which allows patrons to text message "next bus arrival" for that stop. MTTA rolled out mobile ticketing option "GoPass" a smartphone mobility application to allow people to plan bus trips, pay their fares.

To coordinate services and provide information to the public, the Metropolitan Tulsa Transit Authority operates a customer call center which processes nearly 65,000 inquiries annually. They also operate two transit stations in Tulsa which are located at Fourth and Denver and Thirty-third and Memorial.

Budget Strategy Overview

Resources allocated to the Metropolitan Tulsa Transit Authority will provide operational support for the City's bus mass transit system including funding bus fleet replacement.

METROPOLITAN TULSA TRANSIT AUTHORITY

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	<u>FY 24 ORIGINAL</u>	<u>FY 25 PLAN</u>	<u>FY 25 BUDGET</u>	<u>Dollar Diff. From FY 25 Plan</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
Operating Budget						
Other Services and Charges	\$ 11,723	\$ 12,356	\$ 12,071	\$ (285)	-2.3%	\$ 12,529
Operating Capital	115	115	115	0	0.0%	115
Total Operating Budget	11,838	12,471	12,186	(285)	-2.3%	12,644
Capital Budget	3,800	4,600	4,600	0	0.0%	7,100
Total Budget	\$ 15,638	\$ 17,071	\$ 16,786	\$ (285)	-1.7%	\$ 19,744

RESOURCES FOR BUDGET

	<u>FY 25 BUDGET</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
100 General Fund	\$ 7,582	0.0%	\$ 7,582
151 Transportation Sales Tax	4,489	-6.0%	4,947
409 2022 Sales Tax	4,600	0.0%	7,100
477 Short Term Capital	115	0.0%	115
	\$ 16,786		\$ 19,744

FY 25 CHANGES FOR OPERATION

- Streets and Transit Fund subsidy - decrease request from Tulsa Transit

TOTAL OPERATING CHANGES

<u>AMOUNT</u>
\$ (285)
(285)

CAPITAL IMPROVEMENT PROJECTS

2022 Sales Tax Capital Projects

4,600

Adjustment to eliminate FY 25 Plan capital projects

(4,600)

TOTAL CAPITAL IMPROVEMENT PROJECTS CHANGES

0

TOTAL CHANGES

\$ (285)

FY 26 CHANGES FOR OPERATION

- Streets and Transit Fund subsidy - increase request from Tulsa Transit

TOTAL OPERATING CHANGES

<u>AMOUNT</u>
\$ 458
458

CAPITAL IMPROVEMENT PROJECTS

2022 Sales Tax Capital Projects

7,100

Adjustment to eliminate FY 25 Plan capital projects

(4,600)

TOTAL CAPITAL IMPROVEMENT PROJECTS CHANGES

2,500

TOTAL CHANGES

\$ 2,958

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TOTAL OPERATING
AND CAPITAL BUDGET
[IN MILLIONS]
FY 24-25

READER'S GUIDE TO DEPARTMENTAL HIGHLIGHTS

The Spavinaw Water Project Facts and Figures

Total Cost	\$7,500,000
Area	400 Sq. Miles
Spavinaw Lake	1800 Acres
Capacity of Spavinaw Lake	20,000,000,000 Gals
Length of Dam	3600 Feet
Height of Dam	55 Feet
Length of Spillway	300 Feet
Length of Conduit	55 Miles
Size of Concrete Pipe	60 and 54 Inches
Size of Tunnel	7 Feet
Length of Tunnel	2 Miles

Public Safety and Protection

Municipal Court
Police
Fire
EMSA
Tulsa Area Emergency Management Agency

Cultural Development and Recreation

Park and Recreation
River Parks Authority
BOK and Convention Centers
Managed Entities – Culture and Recreation

Social and Economic Development

Department of City Experience
Development Services
Tulsa Authority for Economic Opportunity
Downtown Tulsa Partnership
Managed Entities – Economic Development
Mayor's Office of Economic Development

Public Works and Transportation

Engineering Services
Public Works
Water and Sewer
Metropolitan Tulsa Transit Authority

Administrative and Support Services

YOU ARE HERE

Elected Officials
Mayor's Office
City Auditor
City Council
Legal
Human Resources
General Government
Indian Nations Council of Governments (INCOG)
Finance
Information Technology
Customer Care
Communications
Asset Management

Transfers to Other Funds

Debt Service

AS BUILT

CITY OF TULSA, OKLAHOMA SECOND SPAVINAW PROJECT UPPER SPAVINAW DAM GENERAL M&P	
W. Pinkney & Associates Consulting Engineers Tulsa, Oklahoma	Sheet 122 of 126 Date: 11/10/10

ELECTED OFFICIALS

Department Budget Summary

FY 24-25

Mission Statement

Overview of Services

The official duties of the City's elected officials are stated in the City Charter. The Mayor is responsible for the administration of all City departments. The Mayor's Office consists of Administration, Mayor's Office of Community Development, and the Resilience and Equity Office. The City Council is responsible for enacting laws, approving all proposed budgets and budget amendments, making recommendations on the efficiency, economy, and effectiveness of City operations, and listening to citizen concerns and suggestions.

The Internal Auditor is responsible for keeping an independent watch over City operations and resources to ensure citizens' resources are safeguarded and efficiently and effectively applied to the intended purposes. The mission of the City Auditor is to provide accountability of city government.

Budget Strategy Overview

Resources provided for the Mayor's Office, City Council, and City Auditor will be utilized to meet objectives of the Mayor and City Council.

The City Auditor's budget provides resources to perform internal audits and evaluation of internal controls and compliance with regulations, statutes, ordinances, and established practices.

In FY25, one position was added to City Council staff to support research and policy analysis.

ELECTED OFFICIALS - MAYOR'S OFFICE

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	<u>FY 24 ORIGINAL</u>	<u>FY 25 PLAN</u>	<u>FY 25 BUDGET</u>	<u>Dollar Diff. From FY 25 Plan</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
Operating Budget						
Personal Services	\$ 1,218	\$ 1,239	\$ 1,295	\$ 56	4.5%	\$ 1,408
Materials and Supplies	11	11	23	12	109.1%	14
Other Services and Charges	102	102	100	(2)	-2.0%	102
Total Operating Budget	1,331	1,352	1,418	66	4.9%	1,524
Capital Budget	1,550	1,550	1,550	0	0.0%	150
Total Budget	\$ 2,881	\$ 2,902	\$ 2,968	\$ 66	2.3%	\$ 1,674

RESOURCES FOR BUDGET

100 General Fund

4000 2016 Vision ED Capital Proj

<u>FY 25 BUDGET</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
\$ 1,418	4.9%	\$ 1,524
1,550	0.0%	150
\$ 2,968		\$ 1,674

FY 25 CHANGES FOR OPERATION

1. Benefit and compensation adjustments
2. Computer replacements
3. Software subscriptions

TOTAL OPERATING CHANGES

<u>AMOUNT</u>
\$ 56
12
(2)
66

CAPITAL IMPROVEMENT PROJECTS

2016 Vision ED Capital Projects

Adjustment to eliminate FY 25 Plan capital projects

TOTAL CAPITAL IMPROVEMENT PROJECTS CHANGES

TOTAL CHANGES

1,550
(1,550)
0
\$ 66

FY 26 CHANGES FOR OPERATION

1. Benefit and compensation adjustments
2. Computer replacements
3. Software subscriptions

TOTAL OPERATING CHANGES

<u>AMOUNT</u>
\$ 113
(10)
3
106

CAPITAL IMPROVEMENT PROJECTS

2016 Vision ED Capital Projects

Adjustment to eliminate FY 25 capital projects

TOTAL CAPITAL IMPROVEMENT PROJECTS CHANGES

TOTAL CHANGES

150
(1,550)
(1,400)
\$ (1,294)

ELECTED OFFICIALS - MAYOR'S OFFICE

STAFFING SUMMARY

OCCUPATIONAL DESCRIPTION	NUMBER OF AUTHORIZED POSITIONS			NUMBER OF FULL-TIME EQUIV. AUTHORIZED POSITIONS		
	FY 24	FY 25	FY 26	FY 24	FY 25	FY 26
Mayor's Office						
Mayor	1	1	1	1.0	1.0	1.0
Unclassified Appointments	13	13	13	13.0	13.0	13.0
Total Mayor's Office	14	14	14	14.0	14.0	14.0
DEPARTMENT TOTAL	14	14	14	14.0	14.0	14.0

ELECTED OFFICIALS - CITY AUDITOR

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	<u>FY 24 ORIGINAL</u>	<u>FY 25 PLAN</u>	<u>FY 25 BUDGET</u>	<u>Dollar Diff. From FY 25 Plan</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
Operating Budget						
Personal Services	\$ 1,388	\$ 1,406	\$ 1,509	\$ 103	7.3%	\$ 1,544
Materials and Supplies	7	7	9	2	28.6%	7
Other Services and Charges	104	105	107	2	1.9%	109
Total Budget	\$ 1,499	\$ 1,518	\$ 1,625	\$ 107	7.0%	\$ 1,660

RESOURCES FOR BUDGET

100 General Fund

<u>FY 25 BUDGET</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
\$ 1,625	7.0%	\$ 1,660
\$ 1,625		\$ 1,660

FY 25 CHANGES FOR OPERATION

	<u>AMOUNT</u>
1. Benefit and compensation adjustments	\$ 78
2. FY24 mid-year position changes	25
a. Reclassifications	(38)
b. Staff Auditor I	63
3. Computer replacements	2
4. Equipment repairs	(4)
5. Training & membership fees	6
TOTAL CHANGES	\$ 107

FY 26 CHANGES FOR OPERATION

	<u>AMOUNT</u>
1. Benefit and compensation adjustments	\$ 35
2. Computer replacements	(2)
3. Training & Membership Fees	2
TOTAL CHANGES	\$ 35

ELECTED OFFICIALS - CITY AUDITOR

STAFFING SUMMARY

OCCUPATIONAL DESCRIPTION	NUMBER OF AUTHORIZED POSITIONS			NUMBER OF FULL-TIME EQUIV. AUTHORIZED POSITIONS		
	FY 24	FY 25	FY 26	FY 24	FY 25	FY 26
<u>Administrative Auditor</u>						
City Auditor	1	1	1	1.0	1.0	1.0
Unclassified Appointments	1	1	1	1.0	1.0	1.0
Administrative & Technical	4	5	5	4.0	5.0	5.0
Exempt/Professional	6	6	6	6.0	6.0	6.0
Total Administrative Auditor	12	13	13	12.0	13.0	13.0
DEPARTMENT TOTAL	12	13	13	12.0	13.0	13.0

ELECTED OFFICIALS - CITY COUNCIL

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	<u>FY 24 ORIGINAL</u>	<u>FY 25 PLAN</u>	<u>FY 25 BUDGET</u>	<u>Dollar Diff. From FY 25 Plan</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
Operating Budget						
Personal Services	\$ 1,496	\$ 1,509	\$ 1,638	\$ 129	8.5%	\$ 1,721
Materials and Supplies	23	15	29	14	93.3%	26
Other Services and Charges	127	128	153	25	19.5%	151
Total Budget	\$ 1,646	\$ 1,652	\$ 1,820	\$ 168	10.2%	\$ 1,898

RESOURCES FOR BUDGET

100 General Fund

<u>FY 25 BUDGET</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
\$ 1,820	10.2%	\$ 1,898
\$ 1,820		\$ 1,898

FY 25 CHANGES FOR OPERATION

	<u>AMOUNT</u>
1. Benefit and compensation adjustments	\$ 69
2. FY25 position changes	60
a. Senior Research and Policy Analyst (half year)	60
3. Computer replacements	14
4. Consulting services for retreat	2
5. Inauguration special meeting food (one-time)	2
6. Travel	5
7. Constituent Management Software	13
8. Software subscriptions	3
TOTAL CHANGES	\$ 168

FY 26 CHANGES FOR OPERATION

	<u>AMOUNT</u>
1. Benefit and compensation adjustments	\$ 18
2. Senior Research and Policy Analyst (full year impact)	\$ 65
3. Computer replacements	(3)
4. Inauguration special meeting food (one-time in FY25)	(2)
TOTAL CHANGES	\$ 78

ELECTED OFFICIALS - CITY COUNCIL

STAFFING SUMMARY

OCCUPATIONAL DESCRIPTION	NUMBER OF AUTHORIZED POSITIONS			NUMBER OF FULL-TIME EQUIV. AUTHORIZED POSITIONS		
	FY 24	FY 25	FY 26	FY 24	FY 25	FY 26
<u>Administrative City Council</u>						
City Councilor	9	9	9	9.0	9.0	9.0
Council Staff	14	15	15	13.5	14.5	14.5
Total Administrative City Council	23	24	24	22.5	23.5	23.5
DEPARTMENT TOTAL	23	24	24	22.5	23.5	23.5

LEGAL

Department Budget Summary

FY 24-25

Mission Statement

To provide the City with high quality, innovative, and professional legal services in a timely and cost-effective manner.

Overview of Services

The City Attorney and the Legal department provide all the City's municipal legal services. The department prepares and reviews ordinances, resolutions, executive orders, and contracts, and handles litigation, claims and controversies involving the City. Attorneys give advice and legal opinions to the City's elected officials, officers, employees, and to City boards, trusts, authorities, and agencies.

Budget Strategy Overview

The FY25 budget reflects an increase in replacing the existing legal case management software with new software to improve efficiency in overseeing and tracking the City's case documents.

LEGAL

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	FY 24 ORIGINAL	FY 25 PLAN	FY 25 BUDGET	Dollar Diff. From FY 25 Plan	Percent Diff. From FY 25 Plan	FY 26 FINANCIAL PLAN
Operating Budget						
Personal Services	\$ 4,637	\$ 4,720	\$ 4,893	\$ 173	3.7%	\$ 4,908
Materials and Supplies	96	99	129	30	30.3%	142
Other Services and Charges	366	375	529	154	41.1%	429
Operating Capital	5	5	5	0	0.0%	5
Total Budget	\$ 5,104	\$ 5,199	\$ 5,556	\$ 357	6.9%	\$ 5,484

RESOURCES FOR BUDGET

100 General Fund

125 PA Law Enforcement Training

477 Short Term Capital

FY 25 BUDGET	Percent Diff. From FY 25 Plan	FY 26 FINANCIAL PLAN
\$ 5,548	6.9%	\$ 5,476
3	0.0%	3
5	0.0%	5
\$ 5,556		\$ 5,484

FY 25 CHANGES FOR OPERATION

	AMOUNT
1. Benefit and compensation adjustments	\$ 173
2. Law library and books	15
3. Computer equipment	13
4. Office supplies, equipment and subscriptions	16
5. Legal case management software - implementation and annual license	140
6. Capital additions/replacements:	
a. Annual server and storage requirements	5
b. Adjustment to eliminate FY 25 Plan capital	(5)
TOTAL CHANGES	\$ 357

FY 26 CHANGES FOR OPERATION

	AMOUNT
1. Benefit and compensation adjustments	\$ 15
2. Office and computer supplies	4
3. Law library and books	3
4. Computer replacements	6
5. Software subscriptions and licenses	2
6. Legal case management software implementation (one-time in FY25)	(102)
TOTAL OPERATING CHANGES	\$ (72)

LEGAL

STAFFING SUMMARY

OCCUPATIONAL DESCRIPTION	NUMBER OF AUTHORIZED POSITIONS			NUMBER OF FULL-TIME EQUIV. AUTHORIZED POSITIONS		
	FY 24	FY 25	FY 26	FY 24	FY 25	FY 26
Legal Advice & Support						
Administrative & Technical	10	10	10	10.0	10.0	10.0
City Attorney	24	24	24	24.0	24.0	24.0
Exempt/Professional	2	2	2	2.0	2.0	2.0
Total Legal Advice & Support	36	36	36	36.0	36.0	36.0
DEPARTMENT TOTAL	36	36	36	36.0	36.0	36.0

HUMAN RESOURCES

Department Budget Summary

FY 24-25

Mission Statement

To manage, promote, and maintain professional employer/employee relationships within a safe and healthy work environment.

Overview of Services

The Human Resources Department exists to assist the City's workforce with serving the citizens of Tulsa by maintaining a safe and healthy work environment and provides consultation with City management to accomplish objectives relating to employee relations and maintaining healthy employer/employee relationships.

The Human Resources Department's major areas of responsibility include:

- Employment
- Compensation and Classification
- Occupational Health
- Risk Management
- Employee Development
- Insurance and Retirement Services

Budget Strategy Overview

The Human Resources Department budget will increase in health and insurance costs. The FY25 budget includes additional funding for increased costs for health benefits management contracts.

HUMAN RESOURCES

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	FY 24 ORIGINAL	FY 25 PLAN	FY 25 BUDGET	Dollar Diff. From FY 25 Plan	Percent Diff. From FY 25 Plan	FY 26 FINANCIAL PLAN
Operating Budget						
Personal Services	\$ 4,827	\$ 4,924	\$ 5,156	\$ 232	4.7%	\$ 5,183
Materials and Supplies	161	131	172	41	31.3%	144
Other Services and Charges	29,044	30,190	30,937	747	2.5%	32,565
Operating Capital	50	35	0	(35)	-100.0%	0
Total Budget	\$ 34,082	\$ 35,280	\$ 36,265	\$ 985	2.8%	\$ 37,892

RESOURCES FOR BUDGET

	FY 25 BUDGET	Percent Diff. From FY 25 Plan	FY 26 FINANCIAL PLAN
100 General Fund	\$ 5,360	5.4%	\$ 5,350
477 Short Term Capital	0	-100.0%	0
501 Workers Compensation	6,029	-0.1%	6,481
502 Employee Insurance Service	24,323	3.0%	25,504
600 MEP Administration	471	7.8%	475
740 TMUA Water Operating	41	7.9%	41
750 TMUA Sewer Operating	41	7.9%	41
	\$ 36,265		\$ 37,892

FY 25 CHANGES FOR OPERATION

	AMOUNT
1. Benefit and compensation adjustments	\$ 117
2. FY24 mid-year position changes	
a. Reclassifications	34
b. Position add	81
i. Human Resources Analyst II - Compensation	81
3. Computer replacements	34
4. Computer maintenance and software	15
5. Benefit contracts, fees and services	122
6. Health fair	50
7. Training and membership fees	19
8. Life insurance payments	200
9. Health and dental payments	334
10. Various other services adjustments	14
11. Capital additions/replacements:	
Adjustment to eliminate FY 25 Plan capital	(35)
TOTAL CHANGES	\$ 985

FY 26 CHANGES FOR OPERATION

	AMOUNT
1. Benefit and compensation adjustments	\$ 27
2. Computer replacements	(27)
3. Medical services for worker's compensation	450
4. Health and dental payments	1,179
5. Various materials and other services adjustments	(2)
TOTAL CHANGES	\$ 1,627

HUMAN RESOURCES

STAFFING SUMMARY

OCCUPATIONAL DESCRIPTION	NUMBER OF AUTHORIZED POSITIONS			NUMBER OF FULL-TIME EQUIV. AUTHORIZED POSITIONS		
	FY 24	FY 25	FY 26	FY 24	FY 25	FY 26
<u>Director</u>						
Administrative & Technical	1	1	1	1.0	1.0	1.0
Exempt/Professional	1	1	1	1.0	1.0	1.0
Total Director	2	2	2	2.0	2.0	2.0
<u>Risk Management Safety</u>						
Administrative & Technical	4	4	4	4.0	4.0	4.0
Exempt/Professional	2	2	2	2.0	2.0	2.0
Total Risk Management Safety	6	6	6	6.0	6.0	6.0
<u>Employee & Labor Relations</u>						
Administrative & Technical	11	11	11	11.0	11.0	11.0
Exempt/Professional	1	1	1	1.0	1.0	1.0
Total Employee & Labor Relations	12	12	12	12.0	12.0	12.0
<u>Compensation & Policy</u>						
Administrative & Technical	5	5	5	5.0	5.0	5.0
Exempt/Professional	1	1	1	1.0	1.0	1.0
Total Compensation & Policy	6	6	6	6.0	6.0	6.0
<u>Insurance and Retirement</u>						
Administrative & Technical	6	6	6	6.0	6.0	6.0
Exempt/Professional	3	3	3	3.0	3.0	3.0
Total Insurance & Retirement	9	9	9	9.0	9.0	9.0
<u>City Medical</u>						
Exempt/Professional	2	2	2	2.0	2.0	2.0
Office & Technical	4	4	4	4.0	4.0	4.0
Science & Technical	1	1	1	1.0	1.0	1.0
Total City Medical	7	7	7	7.0	7.0	7.0
<u>Worker's Compensation</u>						
Administrative & Technical	4	4	4	4.0	4.0	4.0
Exempt/Professional	1	1	1	1.0	1.0	1.0
Science & Technical	1	1	1	1.0	1.0	1.0
Total Worker's Compensation	6	6	6	6.0	6.0	6.0
DEPARTMENT TOTAL	48	48	48	48.0	48.0	48.0

GENERAL GOVERNMENT

Department Budget Summary

FY 24-25

Mission Statement

Overview of Services

General Government is not a department in the traditional sense; and therefore, does not have a mission statement or AIM Actions.

The General Government program, administered by the Finance Department, is responsible for general-purpose expenditure requirements that are not chargeable to a specific department. Expenses include City memberships, advertising, property and casualty insurance premium, property revaluation payments to Tulsa County, election expenses, and outside legal counsel. Typically, no personnel costs are charged to this program.

Budget Strategy Overview

The FY25 budget reflects an increase of \$904,000 over the financial plan due to property insurance for city owned assets as well as \$370,000 due to outside legal services. There is market volatility in our geographic location, which is sensitive and reacts in accordance with what happened in prior natural disasters and severe weather, higher building costs due to material price inflation and labor shortages are reasons for the increase. Additionally, the FY25 budget includes an increase in arbitrage liability associated with the City's general obligation bonds.

GENERAL GOVERNMENT

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	<u>FY 24 ORIGINAL</u>	<u>FY 25 PLAN</u>	<u>FY 25 BUDGET</u>	<u>Dollar Diff. From FY 25 Plan</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
Operating Budget						
Other Services and Charges	\$ 3,747	\$ 4,173	\$ 5,077	\$ 904	21.7%	\$ 4,733
Total Budget	\$ 3,747	\$ 4,173	\$ 5,077	\$ 904	21.7%	\$ 4,733

RESOURCES FOR BUDGET

100 General Fund

<u>FY 25 BUDGET</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
\$ 5,077	21.7%	\$ 4,733
\$ 5,077		\$ 4,733

FY 25 CHANGES FOR OPERATION

1. Liability and property insurance increase for public safety center
2. Litigation and support services
3. Arbitrage liability
4. Tulsa Stadium Improvement District assessment
5. Various other service adjustments

TOTAL CHANGES

AMOUNT

\$ 266
370
225
35
8
\$ 904

FY 26 CHANGES FOR OPERATION

1. Liability and property insurance
2. Litigation and support services
3. Election expenses
4. Arbitrage liability

TOTAL CHANGES

AMOUNT

\$ 157
14
(100)
(415)
\$ (344)

INDIAN NATIONS COUNCIL OF GOVERNMENTS

Department Budget Summary

FY 24-25

Mission Statement

To provide local and regional planning, coordination, information, administration, implementation, and management services to member governments and their constituent organizations resulting in regional cooperation and the enhancement of public and private decision-making capabilities and the solution of local and regional challenges.

Overview of Services

A cooperative and coordinated approach to local government problem-solving is the basis for the Indian Nations Council of Governments (INCOG) operations. INCOG provides support to the Metropolitan Environmental Trust (The M.e.t). INCOG provides a wide array of regional programs in transportation and environmental planning, community and economic development, aging services, public safety, GIS/mapping and data services and regional legislative and public policy advocacy.

INCOG is the Metropolitan Planning Organization for regional transportation planning and is designated as an Economic Development District by the federal Economic Development Administration for the Tulsa area, creating access to federal funding for City projects. INCOG's Ozone Alert! Program strives to improve air quality through voluntary measures and maintaining attainment status. INCOG's Area Agency on Aging provides nutrition and other community-based services to older adults.

INCOG's transportation planning program assures the City of Tulsa is eligible for federal surface transportation funding. INCOG provides data analysis and traffic modeling and identifies federal funding opportunities for the City of Tulsa to secure additional resources to support priority projects. INCOG serves in a leadership role engaging appropriate city departments to pursue community initiatives related to Bus Rapid Transit, Bike Share, enhanced bike/pedestrian infrastructure, and highway lighting.

Budget Strategy Overview

Resources allocated to INCOG will reflect a reduction due to the City of Tulsa reorganizing to include Tulsa Planning within the City of Tulsa and incorporate it into the Department of City Experience. The Tulsa Planning Office is engaged in neighborhood planning efforts, including the Riverwind neighborhood improvement project, previously conducted by INCOG. The FY25 budget will indicate a \$50,000 decrease, reflecting the reimbursement of funds allocated for the Riverwind project now overseen by the City of Tulsa. However, the budget is planned to be restored in the FY26 financial plan. The City provides staff for city cases and INCOG provides staff for county cases.

INDIAN NATIONS COUNCIL OF GOVERNMENT

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	<u>FY 24 ORIGINAL</u>	<u>FY 25 PLAN</u>	<u>FY 25 BUDGET</u>	<u>Dollar Diff. From FY 25 Plan</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
Operating Budget						
Other Services and Charges	\$ 631	\$ 663	\$ 620	\$ (43)	-6.5%	\$ 670
Total Budget	\$ 631	\$ 663	\$ 620	\$ (43)	-6.5%	\$ 670

RESOURCES FOR BUDGET		<u>FY 25 BUDGET</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
100 General Fund		\$ 620	-6.5%	\$ 670
		\$ 620		\$ 670

FY 25 CHANGES FOR OPERATION

1. INCOG programs

TOTAL CHANGES

AMOUNT

\$ (43)

\$ (43)

FY 26 CHANGES FOR OPERATION

1. INCOG programs

TOTAL CHANGES

AMOUNT

\$ 50

\$ 50

FINANCE

Department Budget Summary

FY 24-25

Mission Statement

Provide accountable information and decision support services that empower the community, elected officials, and City departments to make informed financial and performance-based decisions.

Overview of Services

The Finance Department provides centralized public financial functions for the City of Tulsa through eight divisions: Administration, Budget and Planning, Treasury, Purchasing, Accounting, Utility Services, City Clerk and the Office of the City Data Officer. Services include:

- Accounting for City revenues, expenditures, assets, and liabilities.
 - Preparing and administering the annual operating and capital budgets and strategic planning.
 - Processing all requests for purchase of goods and services.
 - Maintaining and securing the highest possible prudent return on the City's investment portfolio.
 - Assuring timely payment of the City's bills, claims, and debt liabilities.
 - Developing and monitoring the City's annual five-year capital plan.
 - Maintaining and providing copies of all official and financial documents.
 - Developing and implementing financial policies and programs consistent with legal requirements.
 - Administrating the City's and authorities' debt programs.
 - Administration and Oversight of grant funds.
 - Administration and Management of official City records assigned to the City Clerk, including Ordinances, Resolutions, Contracts, Deeds, and Easements.
 - Maintaining the City's utility services billing system.
 - Identify and utilize data to align citywide strategies toward priority goals set by the city while lowering barriers to adopting innovative practices.
-

Budget Strategy Overview

The Finance Department's budget is increased due to reorganization of project management functions from the Information Technology department, and GIS analytics from the Water and Sewer department. This reorganization was done to support the newly aligned Office of the City Data Officer, which is tasked with utilizing data to align citywide strategies to achieve priority goals set by the city. Strategic planning software was also funded to support these efforts city-wide. And finally, the FY25 budget includes a service expansion of three payment kiosk to be installed throughout the City to better serve our citizens by increasing efficiencies through enhanced customer service; as well as additional funding to serve as a local match for the creation of a Grant Writer position. This position will be joint funded by the City and a supporting partner organization.

FINANCE

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	FY 24 ORIGINAL	FY 25 PLAN	FY 25 BUDGET	Dollar Diff. From FY 25 Plan	Percent Diff. From FY 25 Plan	FY 26 FINANCIAL PLAN
Operating Budget						
Personal Services	\$ 13,841	\$ 14,048	\$ 15,663	\$ 1,615	11.5%	\$ 15,742
Materials and Supplies	226	218	273	55	25.2%	253
Other Services and Charges	11,656	10,974	11,960	986	9.0%	11,774
Operating Capital	20	0	143	143	N/A	6
Total Budget	\$ 25,743	\$ 25,240	\$ 28,039	\$ 2,799	11.1%	\$ 27,775

RESOURCES FOR BUDGET

	FY 25 BUDGET	Percent Diff. From FY 25 Plan	FY 26 FINANCIAL PLAN
100 General Fund	\$ 21,281	12.0%	\$ 21,303
121 EMSA Utility	150	N/A	0
144 Kendall Whittier Improvement District	52	18.2%	52
150 Public Safety Sales Tax	105	0.0%	106
2000 Community Develop Block Grant	3,509	1.0%	3,509
2001 Home Investment Partnership	1,688	12.1%	1,688
2002 Emergency Solutions Grant	310	0.0%	310
2003 Housing Opp Persons w AIDS	801	0.0%	801
477 Short Term Capital	143	N/A	6
	\$ 28,039		\$ 27,775

FY 25 CHANGES FOR OPERATION

	AMOUNT
1. Benefit and compensation adjustments	\$ 58
2. FY24 mid year position changes	49
a. Reclassifications	49
3. FY25 Position changes	71
a. Reclassifications	41
i. Office Admin II OT18 to Records Analyst AT28 - Office of the City Clerk	4
ii. Clerk Administer EX32 to Clerk Administrator EX36 - Office of the City Clerk	5
iii. Project Manager EX44 to Performance Manager EX48 - Office of the City Data Officer	32
b. Position Add	30
i. Grant Writer (EX40) - Grant Supported Local Match	30
4. Administration	85
a. Open records software fees	61
b. Computer replacements	17
c. Software licenses	11
d. Training and subscriptions	(4)
5. Treasury	238
a. Audit services for sales, use, franchise, and hotel taxes	22
b. Collection agency fees	128
c. Banking and merchant services	74
d. Short term rental license website registration and tax collection	9
e. Lien filing fees	5

FY 25 CHANGES FOR OPERATION (Continued)	AMOUNT
6. Purchasing	5
a. Surplus yard gate motor replacement (one-time)	5
7. Budget and Planning	216
a. HUD Grants	
i. Personal Services	1
ii. Operating	215
8. Accounting	24
a. Employment advertising	24
9. Utility Services	109
a. Utility billing mail processing, postage, envelopes and supplies	42
b. Credit card processing fees	115
c. Printing services	(58)
d. Consulting services for financial system interfaces	(145)
e. Mobile payment service expansion (3 kiosk at various locations)	155
10. Office of the City Data Officer	1,803
a. Reorganization of project management from Information Technology and GIS Analytics from Water & Sewer	1,436
i. Transition of positions from Information Technology Department	
1. Personal service transition (9 positions)	1,167
ii. Transition of positions from Water & Sewer Department	
1. Personal service transition (2 positions)	269
b. Strategic planning software (OKR)	100
c. Training	17
d. Reappropriate - Pre-hospital community healthare study (one-time)	150
e. Reappropriate - Open Records Request Management Software (one-time)	100
11. Various materials, supplies and other services adjustments	(2)
12. Capital additions/replacements:	
a. Heavy shelving for inventory - 2 warehouse locations	23
b. Forklift - warehouse	118
c. Ruggedized laptop - utilities field staff	2
TOTAL CHANGES	\$ 2,799

FY 26 CHANGES FOR OPERATION	AMOUNT
1. Benefit and compensation adjustments	\$ 79
2. Administration	(16)
a. Computer replacement	(16)
3. Treasury	30
a. Collection agency fees	30
4. Purchasing	(5)
a. Surplus yard gate motor replacement (one-time in FY25)	(5)
5. Accounting	44
a. Time and attendance software annual maintenance	16
b. Arbitrage services	7
c. Financial audit services	21
6. Utility Services	25
a. Utility billing processing	20
b. Collection agency fees	5
7. Office of the City Data Officer	
a. Reappropriate - Pre-hospital community healthare study (one-time in FY25)	(250)
	(150)
b. Reappropriate - Open records request management software (one-time in FY25)	(100)
8. Various materials, supplies and other services adjustments	(34)
9. Capital additions/replacements:	
a. Net change to FY 25 capital	(137)
TOTAL CHANGES	\$ (264)

FINANCE

STAFFING SUMMARY

OCCUPATIONAL DESCRIPTION	NUMBER OF AUTHORIZED POSITIONS			NUMBER OF FULL-TIME EQUIV. AUTHORIZED POSITIONS		
	FY 24	FY 25	FY 26	FY 24	FY 25	FY 26
<u>Director</u>						
Exempt/Professional	2	3	3	2.0	3	3.0
Total Director	2	3	3	2.0	3.0	3.0
<u>Treasury</u>						
Administrative & Technical	10	10	10	10.0	10.0	10.0
Exempt/Professional	3	3	3	3.0	3.0	3.0
Office & Technical	6	6	6	6.0	6.0	6.0
Total Treasury	19	19	19	19.0	19.0	19.0
<u>Purchasing</u>						
Administrative & Technical	5	5	5	5.0	5.0	5.0
Exempt/Professional	6	6	6	6.0	6.0	6.0
Labor & Trades	12	12	12	12.0	12.0	12.0
Office & Technical	4	4	4	4.0	4.0	4.0
Total Purchasing	27	27	27	27.0	27.0	27.0
<u>Budget</u>						
Administrative & Technical	13	13	13	13.0	13.0	13.0
Exempt/Professional	14	14	14	14.0	14.0	14.0
Office & Technical	0	0	0	0.0	0.0	0.0
Total Budget	27	27	27	27.0	27.0	27.0
<u>Accounting</u>						
Administrative & Technical	5	5	5	5.0	5.0	5.0
Exempt/Professional	19	19	19	19.0	19.0	19.0
Office & Technical	6	6	6	6.0	6.0	6.0
Total Accounting	30	30	30	30.0	30.0	30.0
<u>Utilities</u>						
Administrative & Technical	8	8	8	8.0	8.0	8.0
Exempt/Professional	14	14	14	14.0	14	14.0
Office & Technical	28	28	28	28.0	28.0	28.0
Total Utilities	50	50	50	50.0	50.0	50.0
<u>City Clerk</u>						
Exempt/Professional	1	1	1	1.0	1.0	1.0
Office & Technical	2	2	2	2.0	2.0	2.0
Total City Clerk	3	3	3	3.0	3.0	3.0
<u>OCDO</u>						
Exempt/Professional	15	15	15	15.0	15.0	15.0
Total OPSI	15	15	15	15.0	15.0	15.0
DEPARTMENT TOTAL	173	174	174	173.0	174.0	174.0

INFORMATION TECHNOLOGY

Department Budget Summary

FY 24-25

Mission Statement

To provide cost effective and highly efficient technology services for our clients.

Overview of Services

Information Technology Client Services

Information Technology Client Services is responsible for all direct client services. The division consists of the following sections:

- Project Services – Provides IT project management, resource planning, strategic deployment planning, system and application deployment services including testing, deployment, and documentation of applications and systems.
- Development Services - Provides development services including application development, web development, and application integration services.
- Support Services – Provides support services including solution center, application support, computer deployment, and minor application configuration.

Information Technology Operations

Maintains, supports, and secures the City-wide network, network-delivered applications including email and internet, servers, data center, system backup and recovery, business continuity/disaster recovery planning, desktop and laptop computer management, audio/visual technology, voice systems, radios and regional radio system, vehicular electronic equipment, and emergency warning systems. The division consists of the following sections:

- Platform Services – Provides maintenance and support of all City servers, virtual environments, databases, database infrastructure, storage, and datacenters.
- Network Services – Provides maintenance and support of all City network and voice communication services.
- Security and Special Operations Services – Provides security services including authentication, authorization, perimeter control, intrusion prevention, email validation, remote access, security system management, monitoring, and incident response.
- Radio Services – Provides installation, maintenance and support of all City emergency warning systems, vehicular electronic equipment, and radio communications services.

Administration Services

- Administration Services coordinates audit compliance, technology budgeting and procurement, technology asset management, contract review and management, governance, policies and procedures administration, forecasting, and City-wide office services including print services, mail, supplies and records management.

Architecture Services

- Architecture Services provides future-focused application, data, system, and security architecture services. Coordinates vendor pilots, research and development projects, and provides direction to all City departments ensuring a consistent architecture across applications and systems.
-

Budget Strategy Overview

In FY24, The Geographic Information Systems (GIS) group transitioned to the Water & Sewer Department, while the Project Management group moved to the Finance Department. The FY25 budget reflects the impact of these transitions: a total reduction of \$822 thousand in costs associated with the move of five GIS positions and vendor contracts to the Water & Sewer Department, as well as a decrease of \$1.1 million in personal service costs resulting from the transition of nine positions to the Finance Department.

INFORMATION TECHNOLOGY

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	FY 24 ORIGINAL	FY 25 PLAN	FY 25 BUDGET	Dollar Diff. From FY 25 Plan	Percent Diff. From FY 25 Plan	FY 26 FINANCIAL PLAN
Operating Budget						
Personal Services	\$ 13,926	\$ 14,135	\$ 12,891	\$ (1,244)	-8.8%	\$ 12,928
Materials and Supplies	1,406	1,373	1,936	563	41.0%	1,081
Other Services and Charges	14,176	14,475	13,265	(1,210)	-8.4%	13,796
Operating Capital	5,508	5,508	5,508	0	0.0%	5,508
Total Budget	\$ 35,016	\$ 35,491	\$ 33,600	\$ (1,891)	-5.3%	\$ 33,313

RESOURCES FOR BUDGET

	FY 25 BUDGET	Percent Diff. From FY 25 Plan	FY 26 FINANCIAL PLAN
100 General Fund	\$ 22,243	-5.9%	\$ 22,411
477 Short Term Capital	5,148	0.0%	5,148
500 Office Services	5,749	-7.9%	5,294
560 Stormwater Enterprise	36	0.0%	36
730 TARE Refuse Operating	52	0.0%	52
740 TMUA Water Operating	262	0.0%	262
750 TMUA Sewer Operating	110	0.0%	110
	\$ 33,600		\$ 33,313

FY 25 CHANGES FOR OPERATION

	AMOUNT
1. Benefit and compensation adjustments	\$ 274
2. FY24 mid-year position changes	196
a. System Business Analyst	90
b. IT Project Manager	106
3. Transition of positions to Water & Sewer	(822)
a. Personal Service (5 positions)	(547)
b. Esri ArcGIS enterprise agreement	(275)
4. Transition of positions to Finance	(1,167)
a. Personal Service (9 positions)	(1,167)
5. IT enterprise systems and services changes	104
a. Microsoft SQL server software upgrades	124
b. Munis ERP system service fees	100
c. Park reservation system and network monitoring services	55
d. IT support center services	48
e. Cisco enterprise security agreement	27
f. Cisco managed IT security detection and response services	21
g. Verint and Kana CRM software maintenance and support	17
h. Knowbe4 training and phish testing	(83)
i. Decommissioned systems and services	(205)
6. Computer and electronic supplies	(17)
7. Various materials and supplies	(6)
8. Computer replacements - Information Technology	28
9. Computer replacements - Citywide	559
10. Software subscriptions - Information Technology	(3)
11. Software subscriptions - Citywide	151
12. Office services - Citywide (over-estimated in FY25 Plan)	(650)

FY 25 CHANGES FOR OPERATION (Continued)

	<u>AMOUNT</u>
13. Telephone services - Citywide	(549)
14. Equipment management services	10
15. Capital additions and replacements:	
a. Public safety radio replacement	1,263
b. Network infrastructure hardware replacement - Citywide	807
c. Public safety rugged laptop replacement	700
d. On-premise data center server & storage replacement plan - Citywide	2,098
e. SCADA and utility billing systems server and storage replacement plan	360
f. Phone replacement - Citywide	204
g. Utility vehicle replacements (2)	77
h. Adjustment to eliminate FY 25 Plan capital	(5,508)
TOTAL OPERATING CHANGES	<u><u>\$ (1,891)</u></u>

FY 26 CHANGES FOR OPERATION

	<u>AMOUNT</u>
1. Benefit and compensation adjustments	\$ 37
2. Computer replacements - Citywide	(811)
3. Software subscriptions - Citywide	353
4. Telephone services - Citywide	4
5. Computer replacements - Information Technology	(45)
6. Various other services adjustments	175
a. IT client system maintenance - outside equipment repair	35
b. IT client system maintenance - other services	37
c. IT client system maintenance - software licensing and maintenance	103
TOTAL OPERATING CHANGES	<u><u>\$ (287)</u></u>

INFORMATION TECHNOLOGY

STAFFING SUMMARY

OCCUPATIONAL DESCRIPTION	NUMBER OF AUTHORIZED POSITIONS			NUMBER OF FULL-TIME EQUIV. AUTHORIZED POSITIONS		
	FY 24	FY 25	FY 26	FY 24	FY 25	FY 26
Chief Information Officer						
Administrative & Technical	1	1	1	1.0	1.0	1.0
Information Systems	1	1	1	1.0	1.0	1.0
Total Chief Information Officer	2	2	2	2.0	2.0	2.0
Management						
Administrative & Technical	1	1	1	1.0	1.0	1.0
Information Systems	1	1	1	1.0	1.0	1.0
Information & Technical	3	3	3	3.0	3.0	3.0
Office & Technical	2	2	2	2.0	2.0	2.0
Total Management	7	7	7	7.0	7.0	7.0
Operations						
Information Systems	26	26	26	26.0	26.0	26.0
Information & Technical	19	19	19	19.0	19.0	19.0
Office & Technical	1	1	1	1.0	1.0	1.0
Total Operations	46	46	46	46.0	46.0	46.0
Client Services						
Information Systems	24	24	24	24.0	24.0	24.0
Information & Technical	31	31	31	31.0	31.0	31.0
Total Client Services	55	55	55	55.0	55.0	55.0
Cloud Operations						
Information Systems	5	5	5	5.0	5.0	5.0
Information & Technical	2	2	2	2.0	2.0	2.0
Total Client Services	7	7	7	7.0	7.0	7.0
DEPARTMENT TOTAL	117	117	117	117.0	117.0	117.0

CUSTOMER CARE

Department Budget Summary

FY 24-25

Mission Statement

Serve as the central point of contact for the City of Tulsa, facilitating responsive, accessible, and accountable City government.

Overview of Services

The purpose of the Tulsa 311 Customer Care Center is to enhance the City's ability to provide consistent, timely, and quality responses to citizens' requests for information and assistance with services and programs.

The Tulsa 311 Customer Care Center provides friendly, helpful, and knowledgeable staff to listen and help answer or address citizen requests and concerns in both English and Spanish. Citizens can contact the Tulsa 311 Customer Care Center via phone call, online live chat, or email.

Requests are resolved in the Customer Care Center are automatically routed to the appropriate departments for review and resolution. Citizens will receive automated email responses to let them know when cases are opened and closed on their behalf. Examples of call types include water requests, refuse concerns, nuisance, zoning, potholes, animal welfare, citizen comments, and general inquiries.

Budget Strategy Overview

Resources provided for the Customer Care Department will be utilized to meet the objectives of the Mayor and City Council. The FY25 budget will continue to include funding for translation services.

CUSTOMER CARE

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	<u>FY 24 ORIGINAL</u>	<u>FY 25 PLAN</u>	<u>FY 25 BUDGET</u>	<u>Dollar Diff. From FY 25 Plan</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
Operating Budget						
Personal Services	\$ 3,740	\$ 3,800	\$ 3,952	\$ 152	4.0%	\$ 3,976
Materials and Supplies	111	92	74	(18)	-19.6%	45
Other Services and Charges	253	251	247	(4)	-1.6%	247
Total Budget	\$ 4,104	\$ 4,143	\$ 4,273	\$ 130	3.1%	\$ 4,268

RESOURCES FOR BUDGET

100 General Fund

<u>FY 25 BUDGET</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
\$ 4,273	3.1%	\$ 4,268
\$ 4,273		\$ 4,268

FY 25 CHANGES FOR OPERATION

1. Benefit and compensation adjustments
 2. FY24 mid-year position changes
 - a. Reclassifications
 3. Computer replacements
 4. Software subscriptions
 5. Various other services adjustments
- TOTAL CHANGES**

<u>AMOUNT</u>
\$ 138
14
(18)
(2)
(2)
\$ 130

FY 26 CHANGES FOR OPERATION

1. Benefit and compensation adjustments
 2. Computer replacements
- TOTAL CHANGES**

<u>AMOUNT</u>
\$ 24
(29)
\$ (5)

CUSTOMER CARE

STAFFING SUMMARY

OCCUPATIONAL DESCRIPTION	NUMBER OF AUTHORIZED POSITIONS			NUMBER OF FULL-TIME EQUIV. AUTHORIZED POSITIONS		
	FY 24	FY 25	FY 26	FY 24	FY 25	FY 26
Customer Care						
Administrative & Technical	6	6	6	6.0	6.0	6
Exempt/Professional	10	10	10	10.0	10.0	10
Office & Technical	44	44	44	43.0	43.0	43.0
Total Customer Care	60	60	60	59.0	59.0	59.0
DEPARTMENT TOTAL	60	60	60	59.0	59.0	59.0

COMMUNICATIONS

Department Budget Summary

FY 24-25

Mission Statement

To facilitate open and accountable access to city government for the citizens of Tulsa and assist in communicating the prioritized initiatives set by the administration and all other City departments.

Overview of Services

The Department of Communications was created in October 2006. The primary functions of Communications include:

- Graphic Design Services – ensure consistency and quality in delivery of key messages and information to citizens of Tulsa through professional branding and visual communication services.
 - Editorial Services – advise and assist City of Tulsa departments in presenting a professional image through the distribution of timely information through internal and external outlets, from a centralized point, to ensure consistency in quality and delivery of information to citizens of Tulsa.
 - Media Relations Services – ensure consistency in quality and delivery of information and important messages to the citizens of Tulsa as the point of contact for media and public information.
 - Social Media & Online – promote City of Tulsa locally to increase awareness and knowledge of local government services and programs provided for taxpayer/customer benefit.
-

Budget Strategy Overview

The Communications Department's budget will increase due to expanded communication necessary for employees and the community regarding continued focus on resources, housing, health, safety, and activities. To address the growing communication needs, one Administrative Assistant II position was transferred from the Public Works in FY24. The FY25 budget will continue to fund this position in communications.

COMMUNICATIONS

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	<u>FY 24 ORIGINAL</u>	<u>FY 25 PLAN</u>	<u>FY 25 BUDGET</u>	<u>Dollar Diff. From FY 25 Plan</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
Operating Budget						
Personal Services	\$ 935	\$ 948	\$ 1,089	\$ 141	14.9%	\$ 1,086
Materials and Supplies	22	11	19	8	72.7%	13
Other Services and Charges	86	83	106	23	27.7%	100
Operating Capital	7	0	6	6	N/A	4
Total Budget	\$ 1,050	\$ 1,042	\$ 1,220	\$ 178	17.1%	\$ 1,203

RESOURCES FOR BUDGET

100 General Fund

477 Short Term Capital

<u>FY 25 BUDGET</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
\$ 1,214	16.5%	\$ 1,199
6	N/A	4
\$ 1,220		\$ 1,203

FY 25 CHANGES FOR OPERATION

	<u>AMOUNT</u>
1. Benefit and compensation adjustments	\$ 48
2. FY24 mid-year position changes	
a. Position add	69
i. Writer/Editor II	93
ii. Administrative Assistant II - transfer from Public Works	88
iii. Abolish Deputy Director of Communications	(112)
3. FY25 Position changes	
a. Reclassifications	24
i. Web Content and Social Media Officer - AT40 to EX44	12
ii. Senior Graphic Designer & Brand Manager - AT40 to EX44	12
4. Event audiovisual and meeting equipment	5
5. Computer replacements	4
6. Employee development training and memberships	3
7. Advertising for City programs and services	7
8. Various materials and other services	12
9. Capital additions/replacements:	
a. MacPro laptop for graphic design and emergency response	4
b. Language interpretation and translation equipment	2
TOTAL CHANGES	\$ 178

FY 26 CHANGES FOR OPERATION

	<u>AMOUNT</u>
1. Benefit and compensation adjustments	\$ 4
2. Reclassification of AT to EX (one time in FY25)	(7)
3. Various materials and other services	(12)
a. Net change to FY 25 capital	(2)
TOTAL CHANGES	\$ (17)

COMMUNICATIONS

STAFFING SUMMARY

OCCUPATIONAL DESCRIPTION	NUMBER OF AUTHORIZED POSITIONS			NUMBER OF FULL-TIME EQUIV. AUTHORIZED POSITIONS		
	FY 24	FY 25	FY 26	FY 24	FY 25	FY 26
Communicatons						
Administrative & Technical	9	7	7	9.0	7.0	7.0
Exempt/Professional	2	4	4	2.0	4.0	4.0
Total Communications	11	11	11	11.0	11.0	11.0
DEPARTMENT TOTAL	11	11	11	11.0	11.0	11.0

ASSET MANAGEMENT

Department Budget Summary

FY 24-25

Mission Statement

To provide a safe and secure environment for citizens, employees, and customers while ensuring accountability for the City's assets using environmentally efficient and reliable services to ensure proper utilization of properties, facilities, and the fleet as well as provide the best possible parking value to the citizens of Tulsa.

Overview of Services

Asset Management, created by Executive Order 2014-01, March 2014, organizes various general governmental functions related to major assets of the City. Leadership is provided for the security of the City's property/facilities, for acquisitions, management, analysis of return on investment and disposition. The department's responsibilities include:

- City of Tulsa Fleet Management and Maintenance
- Parking Meter Repair and Installation
- Parking Enforcement
- Parking Garage Management
- Security
- Real Estate Management
- Facilities Maintenance and Building Operations

Budget Strategy Overview

The Asset Management Department's budget provides resources to maintain City facilities and fleet. The FY25 budget reflects increases in personal services due to the completion of transitioning security services to City staff. Fuel cost increases due to economic conditions have also been incorporated into the budget. Additionally, inflationary impacts to materials and supplies costs have created a need for increased appropriations in FY25 and FY26.

ASSET MANAGEMENT

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	FY 24 ORIGINAL	FY 25 PLAN	FY 25 BUDGET	Dollar Diff. From FY 25 Plan	Percent Diff. From FY 25 Plan	FY 26 FINANCIAL PLAN
Operating Budget						
Personal Services	\$ 13,037	\$ 13,195	\$ 14,383	\$ 1,188	9.0%	\$ 14,336
Materials and Supplies	14,305	13,577	14,499	922	6.8%	14,409
Other Services and Charges	13,599	13,321	16,392	3,071	23.1%	16,984
Operating Capital	1,075	406	2,735	2,329	>500.0%	740
Total Operating Budget	42,016	40,499	48,009	7,510	18.5%	46,469
Capital Budget	0	900	900	0	0.0%	0
Total Budget	\$ 42,016	\$ 41,399	\$ 48,909	\$ 7,510	18.1%	\$ 46,469

RESOURCES FOR BUDGET

	FY 25 BUDGET	Percent Diff. From FY 25 Plan	FY 26 FINANCIAL PLAN
100 General Fund	\$ 11,326	18.5%	\$ 12,343
120 E 911 Operating	303	3.8%	303
409 2022 Sales Tax	900	0.0%	0
477 Short Term Capital	430	40.5%	494
503 Equipment Management Service	24,163	8.9%	23,768
550 TPFA OTC Building Operations	8,444	18.8%	8,468
560 Stormwater Enterprise	63	0.0%	63
580 Airforce Plant 3 Operations	2,114	>500.0%	177
730 TARE Refuse Operating	1,044	9.1%	853
740 TMUA Water Operating	114	N/A	0
750 TMUA Sewer Operating	8	N/A	0
	\$ 48,909		\$ 46,469

FY 25 CHANGES FOR OPERATION

	AMOUNT
1. Benefit and compensation adjustments	\$ 778
2. FY24 mid-year position changes	
a. Position add	122
i. Deputy Director of Asset Management	122
3. Overtime	38
4. Internal software subscriptions and licenses	6
5. Computer replacements	93
6. Equipment management services	61
7. Equipment Management	1,671
a. Increase per gallon fuel cost from \$3.07 to \$3.25	414
b. Motor vehicle parts and supplies	220
c. Tires and batteries	125
d. Various materials and supplies adjustments	59
e. Rate increases for outside motor vehicle repair	800
f. Samsara integration to M5 software	34
g. Various other services adjustments	19

FY 25 CHANGES FOR OPERATION (Continued)

	<u>AMOUNT</u>
8. Facilities Maintenance	1,337
a. Heating and air conditioning supplies	20
b. Hardware, paint, and lumber	5
c. Maintenance supplies	7
d. Various materials and supplies adjustments	10
e. Security services contract (in-house transition)	(60)
f. Parking fee services	116
g. Janitorial services contract cost increases	43
h. Contractual building repair	68
i. Electrical and plumbing repair services inflationary increases	23
j. Elevator maintenance	43
k. Alarm maintenance	50
l. Contract services inflationary increases	58
m. Thermal energy rate increases	947
n. Various other services adjustments	<u>5</u>
9. Security	113
a. Various materials and other services	7
b. Security services contract increase	<u>106</u>
10. Metered Parking	162
a. Parts and equipment inflationary increase	7
b. Various materials and other services adjustments	5
c. Reappropriate - Parking study (one-time)	<u>150</u>
11. Public Safety Center Transition	800
a. Personal services	250
b. Operational support	<u>550</u>
12. Capital additions/replacements:	
a. Air Force Plant 3 improvements	2,084
b. Short-term capital fund	389
c. Reappropriate - Security office electrical panel upgrade (one-time)	40
d. One Technology Center fund	100
e. Reappropriate - FY24 capital items (one-time)	122
f. Adjustment to eliminate FY 25 Plan capital	(406)
2022 Sales Tax Capital Projects	900
Adjustment to eliminate FY 25 Plan capital projects	<u>(900)</u>
TOTAL CHANGES	<u>\$ 7,510</u>

FY 26 CHANGES FOR OPERATION

	<u>AMOUNT</u>
1. Benefit and compensation adjustments	\$ (47)
2. Computer replacements	(74)
3. Outside motor vehicle repair	(300)
4. Various materials and other services adjustments	(174)
5. Public Safety Center Transition	
a. Operational support	1,200
6. Capital additions/replacements:	
7. Reappropriation - Parking study (one-time in FY25)	(150)
a. Net change to FY 25 capital	<u>(1,995)</u>
TOTAL OPERATING CHANGES	<u>(1,540)</u>

CAPITAL IMPROVEMENT PROJECTS

Adjustment to eliminate FY 25 capital projects	<u>(900)</u>
TOTAL CAPITAL IMPROVEMENT PROJECTS CHANGES	<u>(900)</u>
TOTAL CHANGES	<u>\$ (2,440)</u>

ASSET MANAGEMENT

STAFFING SUMMARY

OCCUPATIONAL DESCRIPTION	NUMBER OF AUTHORIZED POSITIONS			NUMBER OF FULL-TIME EQUIV. AUTHORIZED POSITIONS		
	FY 24	FY 25	FY 26	FY 24	FY 25	FY 26
<u>Administration and Support</u>						
Administrative & Technical	2	2	2	2.0	2.0	2.0
Exempt/Professional	4	4	4	4.0	4.0	4.0
Labor & Trades	9	9	9	9.0	9.0	9.0
Office & Technical	2	2	2	2.0	2.0	2.0
Total Admin. and Support	17	17	17	17.0	17.0	17.0
<u>Equipment Management</u>						
Administrative & Technical	2	2	2	2.0	2.0	2.0
Exempt/Professional	7	7	7	7	7	7
Labor & Trades	55	55	55	54.0	54.0	54.0
Office & Technical	4	4	4	4.0	4.0	4.0
Total Equipment Management	68	68	68	67.0	67.0	67.0
<u>Security</u>						
Administrative & Technical	39	39	39	39.0	39.0	39.0
Exempt/Professional	7	7	7	7.0	7.0	7.0
Labor & Trades	2	2	2	2.0	2.0	2.0
Office & Technical	8	8	8	8.0	8.0	8.0
Total Security	56	56	56	56.0	56.0	56.0
<u>Real Estate</u>						
Exempt/Professional	1	1	1	1.0	1.0	1.0
Total Parking Garage Ops	1	1	1	1.0	1.0	1.0
<u>Building Operations</u>						
Exempt/Professional	5	5	5	5.0	5.0	5.0
Labor & Trades	22	22	22	22.0	22.0	22.0
Office & Technical	3	3	3	3.0	3.0	3.0
Total Building Operations	30	30	30	30.0	30.0	30.0
DEPARTMENT TOTAL	172	172	172	171.0	171.0	171.0

TRANSFERS

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	<u>FY 24 ORIGINAL</u>	<u>FY 25 PLAN</u>	<u>FY 25 BUDGET</u>	<u>Dollar Diff. From FY 25 Plan</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
Operating Budget						
Operating Transfers	\$ 23,374	\$ 8,665	\$ 12,549	\$ 3,884	44.8%	\$ 11,848
Operating Capital Transfers	14,401	14,401	14,401	0	0.0%	5,762
Debt Service Transfers	2,657	2,366	2,574	208	8.8%	2,548
Total Operating Budget	40,432	25,432	29,524	4,092	16.1%	20,158
Capital Transfers	80,792	72,394	72,961	567	0.8%	62,061
Total Budget	\$ 121,224	\$ 97,826	\$ 102,485	4,659	4.8%	\$ 82,219

	<u>FY 25 BUDGET</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
TRANSFER OUT FOR BUDGET			
<u>OPERATING TRANSFERS</u>			
General Fund (Operating Transfer)	\$ 9,892	53.6%	\$ 9,618
EMSA Enterprise Fund (Operating Transfer)	650	0.0%	650
Convention & Tourism Facility Fund (Operating Transfer)	1,927	28.5%	1,500
Tulsa Stadium Improvement District Fund (Operating Transfer)	80	9.6%	80
<u>OPERATING CAPITAL TRANSFERS</u>			
2016 Vision ED Capital Fund	3,000	0.0%	0
2022 Sales Tax Fund	11,278	0.0%	5,639
Short-Term Capital Fund	123	0.0%	123
<u>DEBT SERVICE TRANSFERS</u>			
Tulsa Stadium Improvement District Fund (Debt Service Transfer)	2,394	9.5%	2,394
TMUA-Sewer Operating Fund (Debt Service Transfer)	180	0.0%	154
<u>CAPITAL TRANSFERS</u>			
One Technology Center (OTC) Fund (Capital Transfer)	276	0.0%	276
Public Ways Operating Fund (Capital Transfer)	0	-100.0%	3,021
Stormwater Operating Fund (Capital Transfer)	6,670	25.6%	8,885
TMUA-Water Operating Fund (Capital Transfer)	23,520	-6.9%	19,881
TMUA-Sewer Operating Fund (Capital Transfer)	42,495	9.1%	29,998
	\$ 102,485		\$ 82,219

DEBT SERVICE

OVERVIEW

The City's debt management program states, "General obligation (GO) and revenue bonds shall be issued for capital improvements and major capital maintenance. No operating expenses shall be funded using long-term borrowing." All long-term borrowing shall be planned and incorporated into the five-year Capital Improvements Program. To date the City has only issued GO bonds. All revenue bonds have been issued by authorities for whom the City is the beneficiary. Cities in Oklahoma could not issue revenue bonds until the 1990s. Authorities are still used for revenue bond debt financing because revenue streams are pledged under master indentures that run the life of previously issued long term bonds. Any revenue bonds issued by the City would have to be subordinate to the existing debt and carry higher interest costs.

GENERAL OBLIGATION BOND

The City's GO indebtedness is rated AA and Aa1 by Standard & Poor's and Moody's, respectively. GO indebtedness is paid from the Sinking Fund. The primary revenue sources for the Sinking Fund are property taxes, and in the case of GO bonds for sanitary sewer improvements, sanitary sewer system user fees.

The Constitution of the State of Oklahoma prohibits the City from becoming indebted in an amount exceeding the revenue to be received for any fiscal year, without the approval of the voters. GOs are required to be fully paid within 25 years from the date of issue and are backed by the full faith and credit of the City. They have been approved by the voters and issued by the City for various municipal improvements.

Article 10 of the Oklahoma Constitution contains provisions under which municipalities can issue GO bonds. Section 27, which the city uses to structure GO bond issues, does not have any limits on the amount of bonds that can be issued given approval by the local voters.

Policies are in place to prohibit outstanding indebtedness of the City in total to exceed such levels as to cause the City's credit rating to be lower than an AA rating for general obligation debt. In no event shall the Net General Obligation Debt of the City exceed twenty-five percent (25%) of the net assessed market valuation of the taxable property of the City as established by the County Assessor.

With the issuance of new debt or refinancing existing debt, to the extent possible, bond sales are structured to achieve level debt service payments. This structuring helps to moderate the year over year change in property tax rates that support the repayment of the general obligation debt.

The FY25 appropriation for general obligation debt payment in the amount of \$74,255,477 provides for principal retirement of \$57,880,000 and interest expense of \$16,375,477. A schedule of annual principal and interest payments for general obligation serial bonds and a summary of general obligation bonds outstanding as of June 30, 2024 follows.

REVENUE BONDS AND OTHER LONG-TERM OBLIGATIONS

Revenue bonds and other outstanding long-term obligations consist of debt issued by several authorities and trusts of the City. The debt of these authorities and trusts does not constitute debt of the City and is payable solely from resources of the authorities and trusts.

Under an agreement between the City of Tulsa and the Tulsa Metropolitan Utility Authority (TMUA), the City prepares and adopts a budget for the Authority, which includes debt service on revenue bonds and other long-term obligations supported by revenues of the Water Operating Fund and the Sanitary Sewer Operating Fund.

A summary of revenue bonds and other long-term obligations of the authorities and trusts of the City outstanding as of June 30, 2024 follows. It should be noted that other than TMUA and the Tulsa Authority for the Recovery of Energy (TARE), the budgets for authorities and trusts are not approved by the City Council nor are their budgets prepared under the provisions of the Oklahoma Municipal Budget Act. Their debt is included in this document for informational purposes only.

DEBT SERVICE

DEBT LIMITATIONS

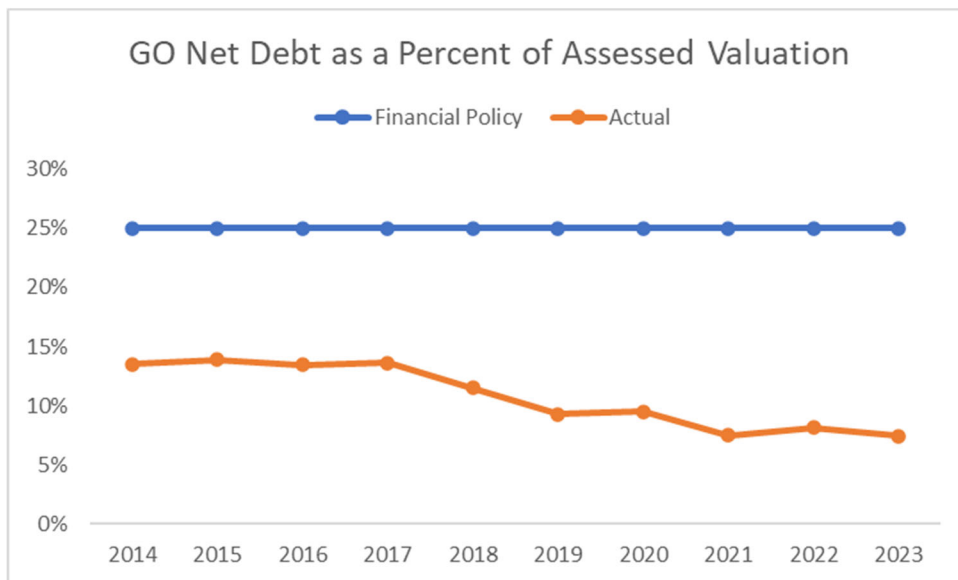
While state law doesn't establish a limit on the City's debt through general obligation (GO) bonds, it remains essential to ensure that the City's overall indebtedness is managed to prevent any adverse impact on its credit rating. The City is committed to following its long-term borrowing policy, which provides guidance for debt-related planning and decision-making, with the objective of maintaining a credit rating of at least AA for its GO bonds. Furthermore, the net GO debt should never exceed twenty-five percent (25%) of the net assessed market valuation of the City of Tulsa's taxable property, a valuation determined by the County Assessor.

The calculation of the ratio of net GO debt to total net assessed valuation is provided in the following schedule. As of June 30, 2023, this ratio amounted to 7.4%, which is notably lower than the required 25% policy benchmark.

Debt Limitations in Fiscal Year 2023

Computation of the General Obligation Debt Limit (\$in thousand)

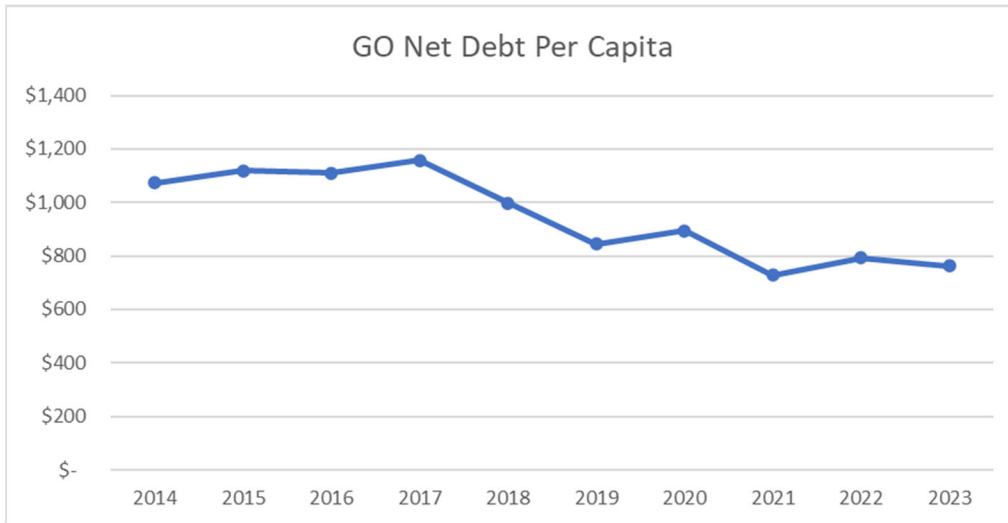
Net Assessed Property Value	\$ 4,283,766
Debt limit established by the County Assessor(25% of total valuation)	\$ 1,070,942
Outstanding bonds subject to limit	\$ 377,015
Less amount reserved for repayment of general obligation debt	\$ 59,280
Net general obligation debt applicable to limitaion	<u>\$ 317,735</u>
Net general obligation debt as a percent of assessed valuation	7.4%



Source: City of Tulsa Annual Comprehensive Financial Reports
City of Tulsa Sinking Fund Requirements Reports

DEBT SERVICE

The following graph presents the City's GO net debt per capita. This statistic represents the rate of debt retirement versus debt issuance as well as growth in population.



Source: City of Tulsa Annual Comprehensive Financial Reports
City of Tulsa Sinking Fund Requirements Reports

BOND RATINGS

A bond rating serves as an assessment of a city's capacity to fulfill its debt obligations. The City seeks a credit rating from prominent rating agencies to secure the most favorable interest rates. The City's bond credit ratings are displayed in the following table.

Type of Bonds Issued	Moody's Rating	Standard and Poor's Rating
General obligation bonds	Aa1	AA
Water revenue bonds (Tulsa Metropolitan Utility Authority)	Aa1	AA+
Sewer revenue bonds (Tulsa Metropolitan Utility Authority)	Aa1	AA+
Lease revenue bonds(Tulsa Public Facilities Authority)*	Aa2	AA-
Capital improvements revenue bonds(Tulsa Public Facilities Authority)*	NR**	AA-

*S&P rates Tulsa Public Facilities Authority Revenue Bonds one notch below the City's GO Bonds due to the inherent risk associated with annual funding agreements.

** Moody's no longer rates authorities revenue bonds that are secured by a pledge of payments from the City instead of a revenue source from authorities directly.

DEBT SERVICE

DEBT COVERAGE FOR UTILITY REVENUE BONDSS

The utility revenue bonds covenants require that the water and wastewater utility system meet an annual rate covenant. Net operating revenues in each fiscal year will equal at least (i) 125% of all annual senior bonds debt service requirement, (ii) 100% of the annual debt service requirement on all bonds and other system obligations.

The table below shows the debt coverage for utility revenue bonds in the fiscal year 2023.

<u>Revenue Bonds</u>	<u>Actual</u>	<u>Requirement</u>
Water Revenue Bonds	4.12	1.25
Sewer Revenue Bonds and other sewer obligation	2.79	1.00
Combined utility system revenue bonds	4.74	1.25

DEBT SERVICE

BUDGET HIGHLIGHTS

FY 2024 - 2025 & FY 2025 - 2026

(amounts expressed in thousands)

	<u>FY 24 ORIGINAL</u>	<u>FY 25 PLAN</u>	<u>FY 25 BUDGET</u>	<u>Dollar Diff. From FY 25 Plan</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
Operating Budget						
Debt Service Payments	\$ 125,832	\$ 128,546	\$ 134,009	\$ 5,463	4.2%	\$ 166,950
Total Budget	\$ 125,832	\$ 128,546	\$ 134,009	\$ 5,463	4.2%	\$ 166,950

RESOURCES FOR BUDGET

	<u>FY 25 BUDGET</u>	<u>Percent Diff. From FY 25 Plan</u>	<u>FY 26 FINANCIAL PLAN</u>
110 Sinking Fund	\$ 78,580	6.3%	\$ 109,638
550 TPFA OTC Building Operations	4,118	0.0%	4,130
560 Stormwater Enterprise	4,385	13.9%	5,150
740 TMUA Water Operating	13,803	7.4%	15,210
750 TMUA Sewer Operating	33,123	-2.1%	32,822
	\$ 134,009		\$ 166,950

FY 25 CHANGES FOR OPERATION

	<u>AMOUNT</u>
1. Change in Sinking Fund	\$ 4,682
2. Change in Stormwater Enterprise Fund	536
3. Change in TMUA-Water Operating Fund	949
4. Change in TMUA-Sewer Operating Fund	(704)
TOTAL OPERATING CHANGES	\$ 5,463

GENERAL OBLIGATION BONDS OUTSTANDING

As of June 30, 2024

Bond Issue	Original	Principal	Final	Interest
General Obligation Bonds	Amount	Outstanding	Maturity	Rate
	30-Jun-24	Date	Rate	
Series 2013A Refunding	\$ 32,280,000	\$ 2,105,000	Mar-2025	2.50%
Series 2014A, Refunding	16,305,000	2,475,000	Sep-2025	3.00%
Series 2015A, Refunding	45,420,000	10,085,000	Mar-2027	2.00 - 2.50%
Series 2016	57,000,000	36,000,000	Apr-2036	3.00%
Series 2017	78,000,000	53,370,000	Mar-2037	3.00 - 4.00%
Series 2020	90,000,000	36,000,000	Mar-2026	5.00%
Series 2021	102,950,000	90,150,000	Nov-2030	0.05 - 2.00%
Series 2022	64,680,000	64,680,000	Oct-2030	3.00%
Series 2022A, Refunding	52,020,000	19,870,000	Mar-2031	2.00 - 3.00%
Series 2024A	63,670,000	63,670,000	Jan-2032	0.05 - 4.00%
Series 2024B	46,950,000	46,950,000	Mar-2032	0.05 - 4.00%
Total	\$ 649,275,000	\$ 425,355,000		

PRINCIPAL AND INTEREST PAYMENTS OF GENERAL OBLIGATION INDEBTEDNESS

As of June 30, 2024

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2025	\$ 57,880,000	\$ 11,538,513	\$ 69,418,513
2026	68,720,000	9,853,913	78,573,913
2027	54,830,000	8,230,388	63,060,388
2028	48,455,000	7,323,463	55,778,463
2029	46,455,000	5,939,363	52,394,363
2030	48,605,000	4,528,213	53,133,213
2031	44,955,000	3,140,838	48,095,838
2032	22,925,000	2,011,756	24,936,756
2033	7,105,000	1,155,544	8,260,544
2034	7,105,000	927,000	8,032,000
2035	7,105,000	672,800	7,777,800
2036	7,105,000	418,600	7,523,600
2037	4,110,000	164,400	4,274,400
Total	<u>\$ 425,355,000</u>	<u>\$ 55,904,791</u>	<u>\$ 481,259,791</u>

REVENUE BONDS AND PROMISSORY NOTES OUTSTANDING

(amounts expressed in thousands)

As of June 30, 2024

	Original Amount	Principal Outstanding 30-Jun-24	Final Maturity Date	Interest Rate
Tulsa Public Facilities Authority				
TPFA Lease Revenue bonds - 2017A Refunding	\$ 34,185	\$ 34,185	Dec-2037	3.00 - 4.00%
TPFA Lease Revenue bonds - 2017B Refunding	25,465	13,725	Dec-2028	3.00 - 3.10%
TPFA Capital Improvements - 2008	16,000	2,720	Apr-2027	6.069%
TPFA Capital Improvements Vison bonds - 2017	115,300	71,015	Jun-2032	3.00%
TPFA Capital Improvements Vison bonds - 2018	118,100	83,590	Oct-2031	4.00%
TPFA Capital Improvements Vison bonds - 2019	113,895	27,555	Jun-2025	5.00%
TPFA Capital Improvements - 2020	24,150	18,285	May-2035	3.00%
TPFA Capital Improvements - 2021 Refunding	4,315	2,515	Apr-2028	1.25 - 2.00%
TPFA Capital Improvements - 2023	8,325	8,050	Mar-2043	3.50 - 5.00%
TPFA Capital Improvements - 2024A	6,925	6,925	Apr-2044	4.00-5.00%
Total	466,660	268,565		
Tulsa Metropolitan Utility Water Fund				
Series 2013 Refunding Revenue Bonds	61,280	10,820	Sep-2025	2.50 - 3.00%
Series 2014 Revenue Bonds	17,825	11,560	Oct-2034	3.00 - 3.50%
Series 2015 Refunding Revenue Bonds	9,940	2,495	May-2027	2.00 - 3.00%
Series 2016A Revenue Bonds	16,565	9,005	Apr-2031	3.00 - 3.25%
Series 2017A Refunding Revenue Bonds	27,765	14,465	Feb-2030	3.00-3.125%
Series 2019A Refunding Revenue Bonds	18,705	8,500	Apr-2027	5.00%
Total	152,080	56,845		
Tulsa Metropolitan Utility Authority Sewer Fund - Promissory Notes and Revenue Bonds				
Series 2005B	7,900	1,683	Sep-2027	3.10%
Series 2005C	1,203	90	Sep-2025	0.50%
Series 2006A	3,130	650	Sep-2027	3.10%
Series 2006C	17,825	5,707	Sep-2029	3.10%
Series 2007A	5,131	658	Sep-2026	0.50%
Series 2009A *	11,320	4,223	Sep-2032	3.22%
Series 2010A *	27,757	11,963	Sep-2032	2.89%
Series 2011A *	23,480	11,075	Sep-2033	3.11%
Series 2011C	16,700	8,767	Mar-2034	2.55%
Series 2012A *	4,347	2,207	Sep-2034	2.43%
Series 2012B	11,355	5,795	Sep-2032	3.145 - 3.395%
Series 2013A *	9,850	5,646	Sep-2035	2.24%
Series 2013B	27,605	16,490	Sep-2033	5.15%
Series 2014A*	2,910	1,671	Sep-2035	2.58%
Series 2014B	10,180	5,910	Sep-2033	3.145 - 4.0599%
Series 2014C	17,735	11,565	Sep-2034	4.415 - 5.145%
Series 2015A *	28,330	18,641	Sep-2038	2.46%
Series 2017A *	21,725	17,224	Mar-2040	2.26%
Series 2018A *	14,350	11,619	Mar-2041	2.53%
Series 2019A *	10,626	5,377	Sep-2041	2.32%
Series 2016B Revenue Bonds	10,885	7,360	Apr-2036	2.00 - 3.50%
Series 2016C Refunding Revenue Bonds	34,810	10,920	Oct-2025	5.00%
Series 2018A Revenue Bonds	11,850	9,175	Jun-2038	3.125 - 3.25%
Series 2019B Revenue Bonds	12,430	10,020	Apr-2039	3.00%
Series 2020A Refunding Revenue Bonds	26,695	20,495	Jul-2031	1.00 - 2.00%
Series 2020B Revenue Bonds	24,770	21,700	Oct-2040	1.00 - 2.00%
Series 2022A Revenue Bonds	14,600	13,390	Apr-2042	3.00 - 3.125%
Series 2024A Revenue Bonds	47,320	47,320	Apr-2039	3.031 - 3.697%
Series 2024B Revenue Bonds	17,025	17,025	Apr-2039	3.031 - 3.697%
Total	473,844	304,367		
Total	\$ 1,092,584	\$ 629,777		

*principal subject to additional drawdowns

PRINCIPAL AND INTEREST PAYMENTS OF REVENUE BONDS INDEBTEDNESS

As of June 30, 2024

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2025	\$ 77,140,000	\$ 15,804,168	\$ 92,944,168
2026	53,930,000	12,659,906	66,589,906
2027	43,725,000	11,060,920	54,785,920
2028	38,295,000	9,556,338	47,851,338
2029	38,835,000	8,332,409	47,167,409
2030	42,435,000	7,051,946	49,486,946
2031	41,635,000	5,629,760	47,264,760
2032	31,730,000	4,391,430	36,121,430
2033	14,865,000	3,545,827	18,410,827
2034	15,305,000	3,092,518	18,397,518
2035	17,065,000	2,600,931	19,665,931
2036	13,965,000	2,108,848	16,073,848
2037	13,005,000	1,667,321	14,672,321
2038	14,240,000	1,251,353	15,491,353
2039	14,695,000	859,727	15,554,727
2040	3,085,000	352,081	3,437,081
2041	4,620,000	247,856	4,867,856
2042	2,685,000	155,319	2,840,319
2043	1,080,000	62,400	1,142,400
2044	480,000	19,200	499,200
Total	\$ 482,815,000	\$ 90,450,256	\$ 573,265,256

PRINCIPAL AND INTEREST PAYMENTS OF PROMISSORY NOTES

As of June 30, 2024

Year	Principal	Interest	Total
2025	\$ 13,374,642	\$ 4,435,990	\$ 17,810,631
2026	13,618,555	4,017,625	17,636,180
2027	13,764,172	3,598,122	17,362,293
2028	13,587,853	3,170,044	16,757,898
2029	13,507,577	2,766,361	16,273,938
2030-2034	61,759,403	7,493,299	69,252,702
2035-2039	15,562,822	1,051,584	16,614,406
2040-2044	1,787,033	33,784	1,820,817
Total	\$ 146,962,057	\$ 26,566,809	\$ 173,528,866

ALL DEPARTMENTS

STAFFING SUMMARY

DEPARTMENT	NUMBER OF AUTHORIZED POSITIONS			NUMBER OF FULL-TIME EQUIV. AUTHORIZED POSITIONS		
	FY24	FY25	FY26	FY24	FY25	FY26
Public Safety and Protection						
Municipal Court	54	54	54	45.5	45.5	45.5
Police	1200	1217	1217	1200.0	1217.0	1217.0
Fire	749	750	750	749.0	750.0	750.0
Category Total	2003	2021	2021	1994.5	2012.5	2012.5
Cultural Development and Recreation						
Park and Recreation	175	175	175	125.3	125.3	125.3
Category Total	175	175	175	125.3	125.3	125.3
Social and Economic Development						
Department of City Experience	134	139	139	133.5	138.5	138.5
Development Services	71	73	73	71.0	73.0	73.0
Mayor's Office of Econ. Development	1	1	1	1.0	1.0	1.0
Category Total	206	213	213	205.5	212.5	212.5
Transportation/Public Works						
Engineering Services						
Public Works	486	502	502	436.3	452.3	452.3
Water and Sewer	736	740	752	736.0	740.0	752.0
Category Total	1222	1242	1254	1172.3	1192.3	1204.3
Administrative and Support Services						
Mayor's Office	14	14	14	14.0	14.0	14.0
City Auditor	12	13	13	12.0	13.0	13.0
City Council	23	24	24	22.5	23.5	23.5
Legal	36	36	36	36.0	36.0	36.0
Human Resources	48	48	48	48.0	48.0	48.0
Finance	173	174	174	173.0	174.0	174.0
Information Technology	117	117	117	117.0	117.0	117.0
Customer Care	60	60	60	59.0	59.0	59.0
Communications	11	11	11	11.0	11.0	11.0
Asset Management	172	172	172	171.0	171.0	171.0
Category Total	666	669	669	663.5	666.5	666.5
GRAND TOTAL	4272	4320	4332	4161.1	4209.1	4221.1

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Reader's Guide for Staffing Summaries

This guide aims to provide readers with a comprehensive understanding of the structure, timing of data collection, and inclusion criteria for staffing summaries, facilitating clarity on the staffing dynamics within city departments.

Data Source and Timing

The staffing summaries in this budget book are compiled from data sourced from the Human Resources (HR) Position Control report in Munis as of early January. This dataset serves as the foundation for projecting salaries and benefits for the submitted budget. Positions included in the staffing summary are those approved through the adopted budget and mid-year position changes approved by the Mayor, processed in Munis before the aforementioned January date.

Any subsequent mid-year position changes are not reflected in the submitted budget book but will be captured in the following year's budget book.

Three-Year Overview

Each staffing summary provides a three-year overview of position figures for respective departments, allowing readers to observe staffing trends over time. Occupational descriptions in the staffing summaries reflect the official description from the HR Position Control report.

Fiscal Years

Current Year Authorized Positions: Authorized positions for this year consist of all positions included in the current fiscal year's budget adoption, as well as any mid-year position changes up to the aforementioned January date.

Budget Year Authorized Positions: The Budget Year authorized positions are determined by starting with the authorized positions from Current Year and incorporating positions approved during the current fiscal year's budget adoption for Financial Plan Year, as well as newly added positions in this submitted budget.

Plan Year Authorized Positions: Similarly, Plan Year authorized positions are calculated by including new positions included in the Financial Plan Year of this submitted budget adoption.

Example:

Current Year = FY24
Budget Year = FY25
Plan Year = FY26

Notable Exceptions

While not considered part of a department's permanent authorized staff, temporary grant funded positions are included within the following staffing summaries in order to capture department service levels more accurately. Therefore, in the event a grant funded position is approved for transition to a permanently funded position, staffing totals would remain unchanged for the department within the staffing summary. The change, however, will be noted on the Changes in Operations within the Department's Highlights.

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Program-Based Budgeting (PBB) – An informational appendix

For this year's budget, we have included an appendix of the Programs (services) City departments provide with their approximate costs. This is the outcome of a year-long effort to identify the programs and services the City provides, and estimate their costs. We hope this appendix will provide insight for department managers, elected officials and the public to see what the entire City's budget looks like from a holistic program perspective.

In the following pages, you will find all the programs Department Directors identified and an approximation of their cost. The program list is sorted an alphabetical order by department then in descending order by size of the program.

What is the difference between a program and a line-item budget?

The first step in the program-based budgeting implementation process is identifying a program inventory. This step produces immediate value by stating and describing all the services your organization provides to your community. The shared programmatic language provides an easy-to-understand list of services that connects staff, leaders, and citizens in a way that a line-item budget cannot.

A program inventory expresses local government activities in units (programs) directly relevant to how citizens experience public services. For example, instead of focusing the budget on a department line-item within public works (cleaning supplies, tools, training, and Operations Supervisor), a program inventory identifies a program or service that the department provides, such as snow removal or street sweeping.

Why are we adapting the budget process to include program costs?

Priority-based budgeting (a variation of Program-based budgeting) is recognized as a best practice by the Government Finance Officers Association (GFOA) and the International City Management Association (ICMA). In April 2021, [GFOA dedicated its cover article](#) to highlighting cities who use PBB.

Our current budget process focuses on what's required by the Municipal Budget Act and the incremental change from the out-year plan published in the previous year. While this is helpful when the question is how many dollars are authorized to be spent in a department or by a fund relative to last year, it says very little about the *whole* of services government provides.

The City of Tulsa is moving toward being a data-driven organization. Program budgeting is a data-driven decision making and budgeting initiative. Department leaders, budget analysts and elected officials should have better information, and this approach is one step in that direction.

How can program costs help department managers and elected officials make better decisions?

The most transformative step of building a program budget, cost allocation, takes the static line-item budget and applies each cost (both personnel and non-personnel) and revenue (as applicable) to a program. Cost allocation creates a view into the budget that could not exist in a traditional line-item budget - the ability to analyze budget impacts with a program lens. A program budget provides the estimated cost of doing business and ensures that funding decisions are based on the cost and/or revenue of providing that service.

The appendix included with this year's budget comprises a listing of programs departments are providing and an estimate of the personnel and non-personnel for each of these programs. This is a helpful tool to get a better sense of all the services a department provides and the approximate cost of those services.

This can help in practical ways for programs that have fees (such as parks and permitting) to guide departments in setting fees that cover the cost of providing a service. It can also give department managers insight into the scope and magnitude of their services. At a Citywide level, it is helpful in analyzing program overlap across departments and identifying areas where partnerships between departments may emerge.

What time period does the PBB Appendix reflect?

The appendix included in the following pages reflects the FY24 adopted budget. There is no intention for this to be extrapolated to the FY25 budget. It is simply a reference point for the approximate size of programs from an expenditure perspective.

Why are there “Department Owners” shown instead of just “Departments”?

A key principle of PBB is that programs can span multiple departments. City staff often collaborate across departments to deliver programs and services to residents, but the line-item budget does not reflect this activity. A prime example of this is payroll. Every department has some staff time dedicated to processing timesheets for payroll. However, the PBB perspective is that this function should be a single program so that the entire cost of processing payroll is captured. The centralized payroll function is in the Finance Department, and any department can allocate costs to the payroll program owned by the Finance Department. Thus, Finance is the “program owner” but does not (and should not) have all the resources in the Finance Department budget for Citywide costs.

Are the costs shown intended to be an exact cost attributable to a program?

No. PBB is not intended to be a tool to determine precise program costs. It's less of an accounting tool and more of a management tool. Program costs are generated by employees estimating the time they spend on each program. It is not a time study. Each year, as this process is better understood by department leaders, the data will become more accurate, but the data presented here should not be interpreted as an exact cost for a program.

What about program revenues? Some programs have revenues that should offset these costs.

To simplify this process in its first year, we chose not to attribute revenues to programs. However, the PBB framework does allow for this, and in future years this could become part of the process.

What's the future of PBB?

The first steps in PBB are to create a program inventory and approximate costs by assigning personnel time (cost) and non-personnel (i.e., materials, supplies and purchased services) to each program. These two steps are what's included in this report. For the FY25 budget, our goal is to further evaluate programs using program attributes and insights to develop a more robust framework for evaluating budget proposals and generating ideas that tie to goals that come from the annual Mayor/Council retreat.

Department Owner	Program Name	Program Description	Non Personnel % of program cost	Personnel % of program cost
Asset Management	City Fleet Maintenance and Repair	Fleet maintenance and repairs for all city vehicles	56%	44%
Asset Management	City Fleet Fuel Station Management	Manage fuel keys and fuel usage by city departments. Manage fuel acquisition and distribution.	93%	7%
Asset Management	One Technology Center Building Operations and Maintenance	Repairs and maintenance for One Technology Center facility and parking garage	81%	19%
Asset Management	Physical Security	Gates, guns and guards	96%	4%
Asset Management	City Facility Repairs	Complete all types of maintenance and repairs at city facilities	58%	42%
Asset Management	Auto Body Repair	Manage auto body repairs	63%	37%
Asset Management	Litter abatement	Inmate, community service, civilian program management for litter pickup, floatable and vegetation control and removal in the public rights of way	94%	6%
Asset Management	Parking Meter Maintenance	Installation, repair and maintenance of signs (striping and repair)	82%	18%
Asset Management	Electronic Security	Electronic security measures throughout the City	71%	29%
Asset Management	Janitorial Services	Manage janitorial services for City facilities	88%	12%
Asset Management	City Facility Access Control Management	Provide equipment and employee identification badges for access to city facilities	65%	35%
Asset Management	Parking Compliance	Issue citations for non compliance	5%	95%
Asset Management	Real Estate Management	Manage city real estate, including leasing, buying and selling real estate as needed.	53%	47%
Asset Management	Fleet Vehicle Licensing	Manage vehicle licensing registration for Police and Fire vehicles. Also provide replacement plates for all vehicles if lost	20%	80%
Asset Management	One Technology Center Security Management	One Technology Center building and parking garage physical and electronic security	42%	58%
Asset Management	On Street Parking	Manage the app and on-street parking meters; manage citations.	0%	100%
Asset Management	Information Security	Manage information security, securing data - both paper and electronic. Provides checks and balances for Information Technology security.	0%	100%
Asset Management	Public Fuel Sales	Sell Compressed Natural Gas, unleaded, diesel and electric charging services to the public and other governmental entities	92%	8%
Asset Management	Warranty and Salvage Program	Obtain reimbursement for warrantable parts and utilize salvage parts in lieu of purchasing new parts	10%	90%
Asset Management	Investigations	Internal and external	39%	61%
Asset Management	Motor Pool Services	Provide motor pool rental services for City employees	14%	86%
Asset Management	Homeless Encampment Mitigation	Clean Tulsa from homeless debris	62%	38%
Asset Management	City Hall Elevator Inspection and Maintenance	Elevator inspection maintenance and repairs to ensure proper operation and safety	86%	14%
Asset Management	Accident Collections	Collection insurance settlements for accidents involving City vehicles	14%	86%
Asset Management	City Facility Fire Alarm Inspection and Maintenance	Fire alarm inspection maintenance and repairs	79%	21%
Asset Management	City Facility Pest Control	Pest control preventative maintenance	48%	52%
Asset Management	Learning with a Wrench	Cooperative agreement with the City of Tulsa and Union Public Schools to provide on-site training, instructions, and mentorship with Union Students in a Maintenance Shop Environment	3%	97%
Asset Management Total			71%	29%
City Auditor	Audit Projects	The City Auditor's Office conducts audit projects based on approved annual audit plans. Audit projects include risk-based assurance projects, audit consulting projects, and investigative work from the City's Ethics Hotline.	9%	91%
City Auditor Total			9%	91%

Department Owner	Program Name	Program Description	Non Personnel % of program cost	Personnel % of program cost
City Council	City Council Meetings	Per the annual meeting schedule, the City Council holds public City Council meetings on Wednesdays at least two times a month. The Councilors attend committee meetings, task forces, regular meetings and special meetings as needed. The Council considers authority, board, and commission (ABC) appointments, budgetary actions, zoning applications, ordinances, resolutions, receives departmental, ABC, and other organizational updates, considers and approves items as required by the Charter and State law, and reviews the efficiency, economy, and effectiveness of administrative practices. The Council staff supports this process by providing advice, guidance, and management to the City Council as to their legislative responsibilities, ethical obligations and charter duties. This support also includes the development of agendas, reports, minutes, meeting materials, speaking points, presentations, facilitation of public hearings, recording, broadcasting, and uploading Council meetings, and other logistic support.	7%	93%
City Council	Constituent Services	The City Council responds to city inquiries received by phone, email, social media, webform, mail, and in-person contacts. The Council researches individual queries, obtains information from and collaborates with relevant departments, and tracks inquiry progress.	5%	95%
City Council	Legislation and Policy Development	The City Council may also initiate legislation and policy recommendations. This program requires researching and evaluating current city initiatives and practices, analyzing policy and best practices, and engaging relevant stakeholders and departments. This program may be carried out individually or through collaborative working groups. The research may result in drafting legislation (e.g. ordinances, resolutions) or other applicable proposals.	16%	84%
City Council	Legislative Communication	The City Council with Council staff support provides communication regarding City and legislative matters including marketing for City Council and district events (e.g. town halls), drafting and distributing newsletters, maintaining Council or Councilor social media accounts and websites, producing radio ads and original public education content (e.g. videos, graphics), drafting press releases, coordinating and participating in media interviews, and conducting press conferences.	7%	93%
City Council	Community Engagement	The City Council provides several means for two-way communication and proactive citizen engagement including hosting city-wide and district level in-person and virtual town halls, attending and/or organizing meetings to discuss issues impacting Tulsans and neighborhoods (e.g. neighborhood meetings and community forums), providing tours or other similar informational sessions, and hosting other online feedback forums.	10%	90%
City Council	Legislative Review of Administrative Proposals	Outside of City Council meetings, the Council reviews the Administration's proposed legislation and other applicable policy proposals including a review of associated back-up materials and engaging with relevant departments.	11%	89%
City Council	Community Recognition	To raise awareness of community services and promote community well-being, City Councilors appear at community events and other ceremonial events such as ribbon cuttings. Councilors have community recognition programs and implement the Citizen Recognition policy to promote volunteerism, service, and economic development initiatives.	7%	93%
City Council	Authorities, Boards, Commissions, and Committee (ABCs) (Service and Support)	The Council Office provides direct administrative support to select boards, and broadcasts select ABC meetings. The City Councilors also serve as representatives on certain ABCs and City committees as needed.	6%	94%

Department Owner	Program Name	Program Description	Non Personnel % of program cost	Personnel % of program cost
City Council	Vision, Plan, and Oversight for City Budget and Priorities	The Mayor and City Council hold an annual budgetary retreat to establish operating budget priorities for the next fiscal year. Annually, the Council approves the operating and capital budget. The City Council tracks progress on retreat and budgetary priorities and provides implementation support as appropriate throughout the year. Members of the Council serve on the Small Budget Committee to receive updates and consistent communication on the financial health of the City. The Council also works with the administration to develop capital programs as needed.	8%	92%
City Council	Charter Review	The City Council reviews the charter and submits to the citizens amendments necessary to provide for representative, efficient, and economical administration of city government.	6%	94%
City Council	Representing Tulsa/City Council in Official Capacity	The City Council and Councilors represent the City of Tulsa by attending various events, meetings, speaking engagements, and conferences with other government leaders, businesses, non-profit partners, international visitors, and residents.	18%	82%
City Council	Open Records Processing	In compliance with the Oklahoma Open Records Act, receives and processes open records requests for City Council Records.	13%	87%
City Council Total			9%	91%
Communications	Marketing and Public Relations	Promote City programs, initiatives, and services through strategic communication planning utilizing all existing earned media tactics (social media, web, news releases, news pitches, creative services including graphics, branding, visual aids, PSAs) and paid tactics when available, such as advertising ,media buys and paid content.	4%	96%
Communications	Creative Services	Create and enforce brand standards and provide internal graphic design services, photography, and video services to all City Departments in order to shape a comprehensive, professional image of the City.	5%	95%
Communications	Public Information/Media Relations	Media Relations: Manages media relations for the City with all local and national media, including media inquiries, story pitches and news releases (reactive and proactive communications). Crisis communication: Provides timely crisis communication to the media, citizens, and other agencies. Manages the Joint Information Center during an Emergency Operations Center activation.	7%	93%
Communications	Employee Communication	Provide internal communication to employees of policies, training, benefits, internal programs, and initiatives or opportunities.	13%	87%
Communications	Administration	Ongoing department administration, including, but not limited to payroll, budgeting, accounts payable, and office management.	0%	100%
Communications Total			6%	94%
Customer Care	Utility Customer Inquiries and Assistance	Receive and respond to calls, emails, and chat messages related to Utility services which includes Water, Sewer, Stormwater, EMSA and Refuse. Actions include establishing new accounts, turnoffs, transfers, and bill inquiries. Setting payment arrangements and restoring service. Handles general customer questions along with addressing customer complaints regarding billed services. First contact for disputes as they pertain to the Utility services.	2%	98%
Customer Care	Citizen Inquiry and Response	Receive citizen inquiries and concerns and coordinate follow-up	2%	98%
Customer Care	Call Taking - Spanish	Respond to citizen inquiries and requests for service in Spanish. These agents handle both Spanish speaking 311 callers and both Spanish and English Utilities Services callers.	3%	97%
Customer Care	Utility Field Work	Review and enter work orders as needed based on citizen requests as it pertains to Water, Sewer, Stormwater and Refuse services.	9%	91%
Customer Care	Citizen Complaint Tracking	Document citizen requests for service for departments and partner agencies, to answer citizen questions/concerns . Input CRM system for follow up and tracking responses in a timely manner.	10%	90%
Customer Care	Training & Development	Design, implement and administer the department's training and development programs to expand employee knowledge and skills to improve performance in their current roles and promote growth for future performance.	11%	89%

Department Owner	Program Name	Program Description	Non Personnel % of program cost	Personnel % of program cost
Customer Care	Payment Arrangements	Establish payment plan options as established by policy for Utility accounts.	11%	89%
Customer Care	EMSAcare (Emergency Medical Services Authority) Enrollment	Assist utility customers during the annual EMSAcare enrollment period; explaining the program and customer options.	14%	86%
Customer Care	Front Office/Customer Service	Provide customer service and administrative support for the Mayor's Office.	6%	94%
Customer Care	Utility Payment Processing	Help citizens process Utility payments by use of IVR, online, or through agent assist.	14%	86%
Customer Care	Translation Services	Provide Spanish translation services (written, by phone, in-person) for other City departments.	12%	88%
Customer Care	Call Dispatch	Route calls to correct department if unable to respond to request or inquiry.	27%	73%
Customer Care	Customer Service Training	Provide customer service training during the organization's New Hire Orientation and Progression programs.	29%	71%
Customer Care	Outreach and Information	Attend events to provide information on city services, answer inquiries, and process service requests.	27%	73%
Customer Care Total			6%	94%
Development Services	Residential Building Inspections	Building, structure, including building, mechanical, electrical, and plumbing inspections for residential properties.	14%	86%
Development Services	Commercial Building Inspections	Building, structure, including building, mechanical, electrical, and plumbing inspections for commercial properties.	14%	86%
Development Services	Commercial Construction Permitting	Reviews, processes and issues building and site permitting for commercial construction projects.	6%	94%
Development Services	Zoning Review and Permitting	Zoning Reviews associated with Commercial development including zoning, landscaping and other zoning related items. Use determinations for properties	11%	89%
Development Services	Public Development Infrastructure Review and Permitting (IDP)	Review and Permit public infrastructure related to commercial and residential projects. Review includes plans, drainage reports, stormwater pollution prevention plans, easements and other related project items.	16%	84%
Development Services	Private Infrastructure Plan Review and Permitting (WSD and Earth Change)	Supports planned growth / development of private infrastructure related to major project realization, franchise utility permitting, commercial and residential sites, system development charge assessment, and permit fee determination.	15%	85%
Development Services	Residential Construction Permitting	Reviews, processes and issues building and site permitting for residential construction projects. Includes zoning and watershed reviews	16%	84%
Development Services	IDP Predevelopment Coordination	Provide prospective developers with pre-submittal information, including guidance on site design parameters regarding site infrastructure and/or offsite improvements.	15%	85%
Development Services	Water and Sewer Permits	Review and Issuance of water and sewer taps and water meters and other related items	15%	85%
Development Services	Open Records Request	Receive, process, coordinate and provide documents associated with a variety of open record requests including fees	23%	77%
Development Services	Certificate of Occupancy and Certificate of Compliance	Review and Administer Certificate of Occupancies for Properties and Change of Use in properties. Also, certificate of occupancy processing for commercial construction.. Certificate of Compliance permits associated with OMMA facilities (fire marshal review) and inspections.	28%	72%
Development Services	Right of Way Permitting	Manages, coordinates, and issues permits for all work within the public right of way to keep the City operating in a safe and cohesive manner. * Office assistant is located in DS but reports to Streets and Stormwater. Applications come through DS but are permitted through Streets and Stormwater.*	87%	13%
Development Services	Fire Plan Review and Inspection	Review of construction plans including IDP plans, fire alarm and fire suppression and varying building code related plans. Asst. Fire Marshals are in my department but report to the Fire Department. They are involved in DS processes and review fire suppression and fire alarm plans which are permitted by DS staff.*	100%	0%
Development Services Total			15%	85%
Finance	Grants Management	Administration, oversight, monitoring, compliance and reporting for Federal Grants including HUD grants. Administrative support to other departments managing federal and non-federal grants.	85%	15%

Department Owner	Program Name	Program Description	Non Personnel % of program cost	Personnel % of program cost
Finance	Enterprise System Management (ESM)	Manage the City's ERP cloud systems; maintain configuration and user access control, coordinate upgrade testing and implementation, facilitate user support. Consult with user groups to align departmental processes with system functionality.	68%	32%
Finance	Utility Account Billing	On a monthly basis, billing citizens signed up for services for Water and Sewer services based on variable usage and set charges. Also, billing for Refuse, Stormwater, and EMSA for Monthly flat Charges	53%	47%
Finance	Financial Reporting	Compile and provide information which is used in preparing annual audited financial reports and quarterly/monthly unaudited financial reports.	10%	90%
Finance	Inventory Management	Maintain and administer materials and supply inventory for all Departments. Assist departments with vehicle placing vehicles in-service.	28%	72%
Finance	Operating Budget Development, Monitoring and Analysis	Develop, monitor, and analyze the annual operating budget. Ensure compliance with the City Ordinances, Charter and Municipal Budget Act. Analyze and forecast annual revenues. Includes position control.	4%	96%
Finance	Utility Receipts	Processing Payments, Returned Payments, and requests for reduction in billing balances for Utility Services programs.	70%	30%
Finance	Accounts Payable /P-Card	Processing and paying invoices. Manage vendor relationships. P-card program.	2%	98%
Finance	Utility Account Maintenance	The Account Maintenance group insures that each property in the City of Tulsa and some surrounding areas is setup in the Utility billing system correctly, and insures that customers are connected and disconnected to their accounts timely.	24%	76%
Finance	Procurement	Manage the competitive bid process for purchases made by departments throughout the City. Includes specifications, managing the competitive process, and issuing POs and contracts.	3%	97%
Finance	Payroll	Process and issue payroll checks/direct deposit for active and retired employees.	2%	98%
Finance	Utility Collections	The collections group monitors and reviews active accounts with unpaid balances, requests suspended services until balances are paid, and reviewing outstanding balances from citizens along with working with Outside collection agencies on outstanding balances.	40%	60%
Finance	Financial Services	All debt management including debt and bond management, debt issuance, creation of a debt schedule, payments and compliance. Administration of banking services, the City investment portfolio, and cash handling/cash management operations and policy citywide, revenue balancing, and assistance with bank reconciliation process.	62%	38%
Finance	Revenue Processing and Collections	Receipting and processing of payments made to the City through multiple receipting systems, payment research, and preparation of daily deposits and balancing reports. Oversight, maintenance, audit, review, research and collection of Accounts Receivable, General Billing, and Municipal Court delinquent and returned payments.	58%	42%
Finance	Utility Customer Resolution	The resolution group will handle customer complaints, disputes, and requests for explanations on Utility Bills.	27%	73%
Finance	Tax & Fee Analysis and Administration	Administer , monitor and enforce license and tax ordinances. Analyze sales tax, franchise fees and lodging tax reports and receipts for the purpose of identifying anomalies and audit opportunities. Canvas and report on sales tax collections for the purpose of certifying TIF collections, issuing licenses and administering retail incentive agreements	40%	60%
Finance	Performance Improvement and Efficiency	Partner with Mayor's Office and Department leaders to identify efficiencies in processes and improve outcomes of existing programs and services.	4%	96%
Finance	Retail Incentive Policy	Maintain the funding, financial investigation, payment and reporting of all retail incentive agreements engaged in by the City of Tulsa.	97%	3%
Finance	Regulatory Reporting	Prepare and file reports required by various regulatory agencies.	18%	82%
Finance	Business Licensing	Administrative duties related to issuance and oversight of City-mandated business licensing	9%	91%
Finance	Accounts Receivable	Process invoices and payments on general billing, improvement districts, and tourism districts.	5%	95%

Department Owner	Program Name	Program Description	Non Personnel % of program cost	Personnel % of program cost
Finance	Surplus	Document and collect surplus items from City Departments and running auctions to generate the highest residual value.	29%	71%
Finance	Capital Improvement Plan Development, Monitoring and Analysis	Work with administration on annual development and monitoring of 5-year CIP plan and 10-year inventory including providing sales tax projections, accounting/finance analysis and support.	5%	95%
Finance	Special Assessment Administration	Administering and collecting special assessments. This includes the process to establish assessable amounts, billing and collecting, certifying to County.	33%	67%
Finance	Records Management	Ensuring the proper custody, execution, processing, maintenance, retention and destruction of official City Records, both paper and digital redundancies, to meet operational and legal requirements. Ensures the security and confidentiality of all sensitive and privileged information and documentation maintained by the City Clerk's Office	10%	90%
Finance	Legislative Support	Coordination of the processing and approval of principle city records, including Ordinances, Resolutions, Contracts, Easements, Deeds, Executive Orders and various other records. Coordination, management, maintenance and processing of legal filings against the City, election processes, appeals, conflicts of interest, discrimination and ethics complains, open meeting notices and other regulatory processes designated to the Clerk's Office. Support to all departments , elected officials and citizens	12%	88%
Finance	Open Government	Maintains and ensures proper posting of open meeting notices, fulfills open records requests and addresses citizen questions concerning the City government.	15%	85%
Finance	Tulsa Public Facilities Authority (TPFA)	TPFA acts as a financial arm for the City of Tulsa and other related external entities. They support the funding of many of the City's most prominent bond packages. They also maintain lessee/lessor relationship with the City for several of City facilities through direct property ownership or leasing from the City. For properties leased from the City, TPFA maintains management agreements.	16%	84%
Finance	Ethics Advisory Committee (EAC)	The Ethics Advisory Committee provides ethical guidance for the employees and elected officials of the City of Tulsa.	49%	51%
Finance	Dead on Arrival Schedule	Develops, maintains and distributes the Dead on Arrival (DOA) rotation schedule, as required by Ordinance, to connect willing funeral homes and government public safety teams when someone passes away within the City of Tulsa.	80%	20%
Finance Total			45%	55%
Fire	Emergency Medical Service (Response)	Advanced and basic life support first response services medical alarm response fire emergency medical and motor vehicle collision response	9%	91%
Fire	Fire and Emergency Response	Suppress and extinguish fires to protect lives and to prevent the destruction of property On scene incident management	8%	92%
Fire	Fire Command Staff	Fire Chief, Deputy Chief Officers, Administrative Chief, and Public Information Officer responsible for overall department administration and command functions	10%	90%
Fire	Code Enforcement	Fire and life safety inspections to ensure the compliance with adopted safety codes and regulations	11%	89%
Fire	Fire Investigation	Fire origin and cause determination and case preparation for prosecution as required	11%	89%
Fire	Fire and Emergency Training (Branch)	Provide initial and ongoing fire suppression and emergency response education to TFD members	15%	85%
Fire	Emergency Medical Services (Branch)	Ensure the quality delivery of healthcare, provide logistical support for EMS, conducted provider continuing education, liaison with EMS transport and physician oversight	12%	88%
Fire	Physical Resources and Supply	Support fire department equipment and station operations through the management of durable and consumable assets	15%	85%
Fire	Office and Administration	Non-sworn personnel staffing reception, administration, payroll, and accounting functions	2%	98%
Fire	Public Fire and Life Safety Education	Provide school and community based fire and life safety education, manage smoke alarm program, work with juvenile fire setter program, and coordinate special event requests	12%	88%

Department Owner	Program Name	Program Description	Non Personnel % of program cost	Personnel % of program cost
Fire	Plans Review	Review commercial construction plans for proper fire safety features in collaboration with City of Tulsa Engineering	12%	88%
Fire	Health and Safety (Branch)	Oversee the firefighter injury reporting, coordinate with workers compensation, and complete vehicle accident reporting	43%	57%
Fire	Physical Fitness Staff	Assess the fitness of the department's members, test incumbent candidates, provide annual testing per policy, and provide SCBA Face Piece testing	16%	84%
Fire	Hazardous Materials Coordination and Response	Provide emergency response beyond basic HazMat mitigation and provide for ongoing education for assigned personnel	26%	74%
Fire	Technical Rescue Coordinator	Provide continuing education and technical assistance for specialized rescue operations. Manage the OKTF-1 USAR Task Force	6%	94%
Fire	TCC Fire Training Contract	Service agreement for fire service training course in partnership with Tulsa Community College at Fire training center.	0%	100%
Fire	Communications Officer	Provide 911 Center Liaison, maintain the department's radio communication system, and Computer Aided Dispatch	11%	89%
Fire	Information Technology Support	Fire department dedicated Information Technology support for HQ, station, and apparatus technology systems	11%	89%
Fire	Recruiting Officer	Actively seeks to attract exceptional candidates for the Tulsa Fire Department, coordinates the testing processes, and works with City of Tulsa HR on all aspects of hiring and testing	14%	86%
Fire	Quartermaster	Provide duty uniforms and equipment for fire personnel and supports the fire suppression gear cleaning and maintenance	39%	61%
Fire Total			9%	91%
Human Resources	Employee Benefits Administration	Administration and management of employee benefits such as health dental vision retirement employee assistance programs	99%	1%
Human Resources	Workers Comp Administration	Analyze review and disburse workers compensation funds	91%	9%
Human Resources	Occupational Health	Provide injury care, preemployment health and drug screens, drug testing in compliance with federal guidelines, and require pension physicals and routine tests for sworn employees. Manage duty status, return to work for all city of Tulsa employees.	50%	50%
Human Resources	Safety Program Management	Establish and maintain city-wide occupational safety programs; develop and provide safety and health related training, investigate and review collisions, research, prepare and update safety policies, provide consultative services to various departments to eliminate work place hazards, coordinate and perform facility and process audits, participate in injury investigations and safety meetings, heavy equipment training/assessments/promotional testing.	16%	84%
Human Resources	Hiring & Applicant Tracking System	Post vacant positions Review and evaluate applications	4%	96%
Human Resources	Employment Testing and Sworn Promotions	Coordinate and administer entry level written and physical exams for sworn police and fire and works with vendors to complete promotional exam process per the guidelines in police and fire contracts.	67%	33%
Human Resources	Employee Performance Evaluation Coordination and Support	Track and document the performance of employees throughout the employment relationship	1%	99%
Human Resources	Retirement / Pension Administration	Administer defined benefit and defined contribution plans for non sworn city of Tulsa employees including in coordination with designated boards and trusts.. Process retiree payroll, meet and counsel potential retirees.	13%	87%
Human Resources	Employee Grievance Investigations and Response	Formally respond to Equal Employment Opportunity Claims grievances and assist with litigation cases relating to employment	2%	98%
Human Resources	Labor Relations Negotiations	Serve as city employment representative on subject matter expert in union relation issues and negotiate bargaining unit contracts	2%	98%
Human Resources	Human Resources Information Systems Admin and Support	Process employee transactions new hire promotions change in pay changes in status separation entries etc and provide payroll support	1%	99%
Human Resources	Employee Relations Conflict Resolution	Provide consultation and coaching to improve employee performance and provide strategies with employment disputes	2%	98%
Human Resources	Pre and Post Employment Screening	Conduct background checks drug testing physicals driver s license history checks and finalize post offer employment process	7%	93%
Human Resources	Employee Development Training	Develop communicate and train all employees on various topics	38%	62%

Department Owner	Program Name	Program Description	Non Personnel % of program cost	Personnel % of program cost
Human Resources	Administration of the Merit System/Civil Service	Management of the Merit system per the city charter to include section 100 PPM, civil service commission (appeal hearings and other grievances) and other charter duties.	5%	95%
Human Resources	Commercial Driver License Program Administration	Provide customized curriculum and conduct all levels of Commercial Drivers License training, coordinate with Department of Public Safety on testing dates, develop and manage class schedules, assessments and testing. Coordinate all equipment needs for classes and monitor equipment maintenance and repairs. Track and record class participants and testing results.	25%	75%
Human Resources	Confidential Personnel and Medical Records Maintenance	Maintain separate confidential personnel records and ensure statutory guidelines	4%	96%
Human Resources	Federal Law Compliance	Manage risk through compliance with state and federal laws	4%	96%
Human Resources	Employment Policy and Procedure Administration	Review research and maintain accurate employment policies	3%	97%
Human Resources	Classification and Compensation Management	Monitor and maintain city classification review reclassification requests temporary duty assignments new position requests and management of compensation structure	3%	97%
Human Resources	Administration of Progressive Discipline Policy	Coordinate all disciplinary hearings to ensure consistency.	4%	96%
Human Resources	Risk Management / Property Insurance	Establish and maintain city-wide property and liability insurance program; Secure insurance broker services, select and purchase property, liability, governmental crime, equipment breakdown, art collection, aviation, public officials insurance and other coverage as needed. Tour and inspect city facilities, file claims of loss with provider(s) and secure payment of claims, review and approve contract insurance requirements and proof of insurance requests.	4%	96%
Human Resources	Family Leave and Medical Act (FMLA) Leave Coordination and Compliance	Administer FMLA policies per federal law and train managers and employees on FMLA.	5%	95%
Human Resources	New Employee On Boarding and Orientation	Provide resources for new employees and provide comprehensive introduction to city	8%	92%
Human Resources	Driving Record Monitoring	Maintain and monitor City of Tulsa driving records	11%	89%
Human Resources	Unemployment Claims Response and Hearings	Respond to separated employee s unemployment claims and attend hearings and appeals	14%	86%
Human Resources	Employee Spirit Committee	Employee morale committee.	80%	20%
Human Resources	Employee Off Boarding and Exit Interviews	Conduct meetings with separating employees to identify and analyze reasons for turnover overall trends and to mitigate future risks	100%	0%
Human Resources Total			86%	14%
Information Technology	Hardware and Software Deployment Services	Provides IT project management, resource planning, strategic deployment planning, system and application deployment services including testing, deployment, and documentation of applications and systems	36%	64%
Information Technology	Radio Services	Provides installation, maintenance and support of all City emergency warning systems, vehicular electronic equipment and radio communications services.	62%	38%
Information Technology	Network Services	Provides maintenance and support of all City network and voice communication services.	68%	32%
Information Technology	Hardware and Software Support Services	Provides support services including solution center, application support, computer deployment and minor application configuration	12%	88%
Information Technology	Security Monitoring & Planning Services	Provides security services including authentication, authorization, perimeter control, intrusion prevention, email validation, remote access, security system management, monitoring and incident response	42%	58%
Information Technology	Software Systems Management	Software Subscriptions, Maintenance and Support	92%	8%
Information Technology	Platform Services	Provides maintenance and support of all City servers, virtual environments, databases, database infrastructure, storage and datacenters.	57%	43%
Information Technology	Software Development Services	Provides development services including application development, web development, and application integration services	2%	98%
Information Technology	Architecture Services	Architecture Services provides future-focused application, data, system and security architecture services. Coordinates vendor pilots, research and development projects, and provides direction to all City departments ensuring a consistent architecture across applications and systems.	7%	93%

Department Owner	Program Name	Program Description	Non Personnel % of program cost	Personnel % of program cost
Information Technology	Administration Services	Administration Services coordinates audit compliance, technology budgeting and procurement, technology asset management, contract review and management, governance, policies and procedures administration, forecasting, and City-wide office services including print services, mail, supplies and records management.	23%	77%
Information Technology	Data Center Services	Data Center Services provided by IT for other departments user, This includes cloud, servers, storage, and all networking equipment and maintenance.	0%	100%
Information Technology Total			46%	54%
Legal	Legal Advice to City Officials and Departments	Research and provide elected officials, departments, authorities, boards and commissions with legal advice on municipal legal issues.	16%	84%
Legal	Litigation	Pursue and defend lawsuits for the city and employees in state and federal courts.	17%	83%
Legal	Prosecution of Municipal Ordinance Violations	Prosecute misdemeanors, and traffic and parking code violations in municipal courts	2%	98%
Legal	Contract Preparation and Review	Draft, negotiate and or analyze and approve all city contracts, grants, licenses and other documents	2%	98%
Legal	Open Records Compliance Review	Advise departments on Open Records Act and review documents for compliance before production; process requests for department records	2%	98%
Legal	Ordinance, Executive Orders and Policy Draft and Review	Assist elected officials and departments in drafting, revising and interpreting new ordinances, executive orders and policies	2%	98%
Legal	Tort Claims	Analyze tort claims and oversee department investigations of claims, recommend resolutions, negotiate settlements and process payments.	4%	96%
Legal	Legal Training and Development of Personnel	Obtain mandated continuing legal education for attorneys and paralegals to maintain licenses and certifications	25%	75%
Legal	Land Use	Advise departments regarding land use planning management, zoning and related issues; review and analysis of deeds, plats and other documents.	3%	97%
Legal	Training Development - Tulsa Police Department	Conduct in-service training on legal issues for police department personnel.	2%	98%
Legal	Audit Responses	Assess liability risks to City and some authorities and trusts and prepare audit responses to outside auditors for use in bond ratings.	2%	98%
Legal	Legal Review for Insurance and Bond Compliance	Review insurance and bond certificates for compliance with contract or ordinance requirements.	4%	96%
Legal	Elections	Advise on conduction of City elections, timing deadlines, liaison with election board and draft ballot language	3%	97%
Legal	Land Acquisition Assistance	Drafting or reviewing contracts and deeds for negotiated purchases	2%	98%
Legal	Ordinance Recodification	Execute recodification of City ordinances and ensure they are updated and published to be enforceable.	9%	91%
Legal	Law Library Maintenance	Maintaining law library and updating with supplements and Westlaw online research service	3%	97%
Legal Total			10%	90%
Mayors Office	Department Leadership and Oversight	Strategic priorities for entire City	4%	96%
Mayors Office	Data Management and Reporting	Gather and analyze information to monitor performance	4%	96%
Mayors Office	CARES and ARPA Management and Support	Gather and manage federal funding programs.	5%	95%
Mayors Office	Resilience and Equity Strategy	Monitor and implement strategy	6%	94%
Mayors Office	Authorities, Boards, Commissions Management and Support	Manage agendas and member support for Authorities, Boards, Commissions	22%	78%
Mayors Office Total			6%	94%
Municipal Court	Courtroom Dockets	Courtroom proceedings for various dockets.	15%	85%
Municipal Court	Cost Administration	Extension of payment terms and/or referrals to Rule 8 Hearing for judge review based on citizens ability to pay.	0%	100%
Municipal Court	Bonds Processing	Process bonds to ensure compliance with city/state ordinances, statutes, and guidelines.	1%	99%
Municipal Court	Citizen Experience	Provides immediate response to in-person, phone calls, and emailed citizen inquiries.	0%	100%
Municipal Court	Public Defender	Provides case defense for defendant in court.	0%	100%
Municipal Court	Records Management	Ensuring the proper custody, execution, processing, maintenance, retention and destruction of official City Records, both paper and digital redundancies, to meet operational and legal requirements. Ensures the security and confidentiality of all sensitive and privileged information and documentation maintained by the City Clerk's Office	0%	100%
Municipal Court	Probation Services	Court offers alternative sentences to fines or jail.	0%	100%
Municipal Court	Warrant Processing	Managing citation in place of arrest for defendants who have failed to report.	0%	100%

Department Owner	Program Name	Program Description	Non Personnel % of program cost	Personnel % of program cost
Municipal Court	Inmate Release Processing	Processes the release of city inmates ensuring compliance with city/state ordinances, statutes, and guidelines.	0%	100%
Municipal Court	Jury Trials	Preparing for and holding quarterly jury trials.	25%	75%
Municipal Court	Innovation, Technology, and Program Enhancements	Efforts to make the citizen experience effortless, friendly, and meeting the quality indicators.	67%	33%
Municipal Court	Mediation Sponsorship	Contribute to Tulsa County for early settlement mediation program.	97%	3%
Municipal Court	Training and Education	Staff continuing education and development	43%	57%
Municipal Court	Expungements	Process to seal court cases from public record.	0%	100%
Municipal Court	Open Records	Provides response to open records requests and agency inquiries.	0%	100%
Municipal Court	Appeals	Court record compiled and indexed for review by appellate courts. Municipal cases are appealed to circuit court	0%	100%
Municipal Court	Collections	Monitor debts, negotiate payment agreements, identify uncollectible accounts.	0%	100%
Municipal Court Total			10%	90%
Park and Recreation	Zoo	Management of Tulsa Zoo by Tulsa Zoo Management, Inc.	100%	0%
Park and Recreation	Golf	Mohawk Golf Course & Page Belcher Golf Course	100%	0%
Park and Recreation	Green Space Maintenance	Horticulture, forestry, mowing contracts, trash pickup and graffiti removal for open green spaces.	46%	54%
Park and Recreation	Park Buildings Maintenance	Maintenance of all park buildings, including community centers, nature center, maintenance shops and bathrooms.	37%	63%
Park and Recreation	Sports Complexes	Sports complexes and rentals including Hilti, Savage, Smith and Patrick. Does not include Mohawk Sports Complex.	56%	44%
Park and Recreation	Park Amenities Maintenance	Maintenance of playgrounds, sports courts, shelters, etc.	85%	15%
Park and Recreation	Mohawk Sports Complex	Operations and rentals for Mohawk Sports Complex, a 17 field complex with tournament capacity.	62%	38%
Park and Recreation	Aquatics Facilities Maintenance	Maintenance of pools, water playgrounds which includes cleaning and chemicals.	67%	33%
Park and Recreation	Facility Long-term Lease Agreements	Long term lease agreements for facility leases. Includes McClure, Henthorne, Owen, Garden Center, Greenwood Cultural Center and Ben Hill.	50%	50%
Park and Recreation	Day Camps	Summer, winter and spring break day camps for children and youth.	18%	82%
Park and Recreation	Special Events	Provide holiday or other community events	26%	74%
Park and Recreation	Aquatics Programming	Pool operations, including swim lessons.	24%	76%
Park and Recreation	Youth Fitness and Sports	Sports leagues and classes for children and youth.	28%	72%
Park and Recreation	Nature programming	provide programming and events at Nature centers or other locations	12%	88%
Park and Recreation	Adult Fitness and Sports	Sport leagues and classes for adults.	19%	81%
Park and Recreation	Youth Education and Social Programs	Education and social programming for children and youth, including nature programs, tutoring, and social clubs.	13%	87%
Park and Recreation	Drop-In Programs	Drop-in programming and memberships, which includes the weight rooms.	13%	87%
Park and Recreation	Specialized Enrichment	WaterWorks Art Center operations, which holds art classes and workshops for ages 16+, and an open studio time.	16%	84%
Park and Recreation	Recreation Center Rentals	Rentals of recreation centers for private events. Does not include Central Center Rentals.	13%	87%
Park and Recreation	Adult & Senior Education and Social Programs	Non-art education and social programming for adults, including square dancing, Lacy Jammers, and card groups.	13%	87%
Park and Recreation	Outdoor per-usage rentals	Open space, shelters, mobile stage and other amenities, sports fields rented per usage	38%	62%
Park and Recreation	Park Shelter and Open Space Rentals	Rentals of park shelters and open spaces for private events.	43%	57%
Park and Recreation	Park Equipment/Amenity Rentals	Rentals of park equipment, including stages, bleachers, tents, concession trailer, etc.	40%	60%
Park and Recreation	Central Center Rentals	Operations and rentals for Central Center, a higher capacity venue for events such as weddings or luncheons.	30%	70%
Park and Recreation Total			67%	33%
Police	Calls for service	Responding to dispatched calls for service to include property crimes, violent crimes, gang investigations, narcotic investigations, warrant surrender and report writing.	7%	93%
Police	Ad hoc reports	Specialized data requests from inside and outside of the department	7%	93%
Police	Training_Recruit	Initial training and education of new employees (i.e., Officers in Training).	8%	92%
Police	Violent Crimes Investigations	Investigate violent crimes, including homicides, sex crimes, crimes against children, non-fatal gang shootings and other gun crimes.	8%	92%

Department Owner	Program Name	Program Description	Non Personnel % of program cost	Personnel % of program cost
Police	Preventative Patrol	Attempt to eliminate opportunity for misconduct through police presence in areas of expected crime	7%	93%
Police	Traffic Ordinance Enforcement and Crash Investigations	Investigate traffic crashes and enforce municipal ordinances and state statutes for on and off highway violations	7%	93%
Police	Continuing Education	Completion of statutory and departmental continuing education requirements.	19%	81%
Police	911 Communications Emergency Dispatch	Dispatch all public safety emergency calls for service.	24%	76%
Police	Staffing Management	Staffing for minimum manning levels	6%	94%
Police	Felony Property Crimes Investigations	Robbery, fraud, burglary, and auto theft investigations	8%	92%
Police	Municipal Jail	Administration and Coordination of jail operations for municipal jail	87%	13%
Police	911 Communications Call Taking	Answer all public safety emergency calls for service.	28%	72%
Police	911 Communications Non Emergency Calls	Answer and dispatch all public safety non emergency related calls for service.	28%	72%
Police	Community Problem Solving	Use a multi agency approach to community problem solving by partnering with the community government and non government agencies	6%	94%
Police	Narcotics Investigations	Investigate Narcotics; identify drug trafficking sales and manufacturing	9%	91%
Police	Court Hearings	Attending court hearings for cases	6%	94%
Police	Evidence and Property Management	Manage processing and storage of evidence and property turned in by sworn personnel	9%	91%
Police	Special Operations Team (SOT)	A specialized team utilized in emergency situations beyond standard patrol s capabilities to reach a peaceful resolution	65%	35%
Police	Warrant Service	Actively search for wanted individuals	8%	92%
Police	Crime Gun Investigations	Investigate Firearms Crimes in relation to NIBIN and CGIC initiatives.	10%	90%
Police	Explosive Detection Canine Unit	Officers with bomb dogs assigned to the airport to handle matter of aircraft and transportation safety.	70%	30%
Police	Community Engagement Unit	Proactive engagement with the community to build trust in law enforcement, provide bicycle patrols in highly visible areas, and facilitate police activities league.	7%	93%
Police	Complete assigned reports from dispatch	TRO-complete assigned reports from dispatch/Tritech	8%	92%
Police	Special Events	Provide holiday or other community events	42%	58%
Police	Gang Enforcement Investigations	Identify and monitor gang members and their activities and crimes; Investigate criminal gang activities	11%	89%
Police	K9 Unit	Officers paired with trained police dogs for patrol purposes	69%	31%
Police	Biology Section	Perform biological testing on evidence.	22%	78%
Police	Low Level Property Crimes Investigations	White collar general theft, and property damage investigation	7%	93%
Police	311 reports	Follow up on 311 reports	7%	93%
Police	Internal Affairs	Internal unit assigned to investigate standard operating procedure violations	6%	94%
Police	Background Investigations	Pre-employment investigations of sworn and non-sworn Police Department personnel	46%	54%
Police	Public Safety Analysis	To serve the citizens of Tulsa by providing accurate, impartial, and objective analysis of data to support the public, law enforcement, and judicial communities.	6%	94%
Police	Air Support Unit	Helicopter, maintenance, fuel, facilities and training for the pilots	70%	30%
Police	Records Management	Ensuring the proper custody, execution, processing, maintenance, retention and destruction of official City Records, both paper and digital redundancies, to meet operational and legal requirements. Ensures the security and confidentiality of all sensitive and privileged information and documentation maintained by the City Clerk's Office	8%	92%
Police	Digital Evidence Examinations	Conduct examinations of cell phones, computers, and other electronic devices.	8%	92%
Police	Mental Health Unit	Respond to mental health crises through the Community Response Team. A first responder collaboration project between the Mental Health Association Oklahoma, Tulsa Police Department (TPD), Tulsa Fire Department (TFD), Family & Children's Services (F&CS) and Community Outreach Psychiatric Emergency Services (COPES).	7%	93%
Police	Motorcycle Unit	Traffic Enforcement and public safety	70%	30%
Police	Incident Management Team	A specialized unit to respond to disasters, major incidents, and support other units with their operations.	69%	31%
Police	Document Repository	Repository for all department related reports and documents including citations.	12%	88%

Department Owner	Program Name	Program Description	Non Personnel % of program cost	Personnel % of program cost
Police	Expungements	Process to seal court cases from public record.	12%	88%
Police	Discovery	Providing police documents including affidavits to law enforcement and the courts. This may include arrest packets and requested reports for law enforcement,	12%	88%
Police	Human Trafficking Vice	Investigate Human Trafficking Crimes	8%	92%
Police	Special Response Team (SRT)	Team approach response to civil disorder crowd control major criminal events natural and man made disasters	71%	29%
Police	Forensic Laboratory Administration	To serve the citizens of Tulsa by providing accurate, impartial, and objective testing of evidence to the law enforcement and judicial communities.	8%	92%
Police	Latent Print Section	Perform latent print testing on evidence.	13%	87%
Police	Administrative Investigations	Receive, process and investigate citizen and administrative complaints of officer misconduct	5%	95%
Police	Mark for Tow (MFT) reports	Follow up and/or assign mark for tow reports	7%	93%
Police	Quartermaster Program	Maintain Inventory of Department Property and Equipment	7%	93%
Police	Training Compliance	Ensure initial and continuing education comply with state mandates.	24%	76%
Police	Walk in Reports	Assist citizens in filing criminal incident and crash reports that may be delayed or minor in nature	8%	92%
Police	CALEA Accreditation	Coordinates and documents compliance with accreditation standards.	7%	93%
Police	Chemistry Section	Perform chemistry testing on evidence.	29%	71%
Police	Victim Advocacy	Assist victims of violent crime by providing information, assisting with cases, and connecting them with community resources.	10%	90%
Police	Timekeeping administration	Administrators of PD and Civilian timekeeping systems, application of CBA policies, user updates, calendar updates, PD leave accruals, etc.	10%	90%
Police	Open Record Requests	Provides government documents to the general public based on the Open Records Law.	11%	89%
Police	Community Intervention Center for Juvenile Services	Centralized intake and assessment and service referral system for juveniles arrested by LE officers and for whom detention is unavailable or inappropriate. Contracted Service.	100%	0%
Police	Public Information	Providing information to media outlets, Social Media outlets and to the public at large.	8%	92%
Police	Digital Image Management	Manage system for the collection, storage, and dissemination of evidentiary photos and recorded interviews	8%	92%
Police	Grants	The searching, applying, maintaining, and documenting grants for the police department	6%	94%
Police	Firearm Section	Perform firearm testing on evidence.	21%	79%
Police	Recruitment	Recruitment of police officers and 9-1-1 dispatchers.	45%	55%
Police	Missing Persons Investigations	Investigates missing persons	7%	93%
Police	Internet Crimes Against Children	Investigative and support services in the area of crimes against special victims	7%	93%
Police	Traffic Safety Education	A newly created position/unit to lead traffic enforcement initiatives, coordinate with patrol traffic units, public relations, and traffic technology/equipment. Analyze public safety traffic issues to coordinate patrol traffic units and educate public.	68%	32%
Police	Police Computer Hardware and Software Systems	Purchase of desktop computers, computer peripherals, software and licensing fees for any computer software or web-based services.	6%	94%
Police	Employee Evaluation (Sworn officers)	The documentation, creation, and approval of mid year and year end evaluations for sworn employees.	6%	94%
Police	Offender Registration	Registration and monitoring of new and existing registered offenders	7%	93%
Police	Public Inebriate Center	Operation of an alternative program offering a holding facility and services for intoxicated individuals who qualify for the program.	93%	7%
Police	Radio Communications - Check For Wanted	Provides law enforcement in the field with warrant, drivers license and NCIC checks.	59%	41%
Police	Warrant Surrender	The arrest of individuals that are turning themselves in for outstanding warrants	8%	92%
Police	911 Technology	Management and support of E911 technology, including planning, implementing, upgrading and supporting telecommunication technology for Enhanced 911, NextGen 911, ESNI net, text to 911, multi-media and evolving technology for 911 Telecommunicators.	16%	84%
Police	Police E-citations	Program provides the hardware, materials, software and subscription costs for the electronic citation program for the police department.	7%	93%
Police	Tactical Medic Unit	Attached to the Special Operations Team. In addition to the team, they are responsible for maintaining training and certifications, and supporting the rest of the department with projects and supplies.	65%	35%

Department Owner	Program Name	Program Description	Non Personnel % of program cost	Personnel % of program cost
Police	Record Depository	Maintains all police records that include crime reports and associated supplemental reports.	12%	88%
Police	Northeast Oklahoma Regional NIBIN Site	Enter firearm related evidence into NIBIN.	25%	75%
Police	Citizen Ride Along	Citizen ride along program with a patrol officer	7%	93%
Police	Dive team	Part Team unit of officers that respond to assist with underwater search, rescue and recovery operations.	66%	34%
Police	Administration	Ongoing department administration, including, but not limited to payroll, budgeting, accounts payable, and office management.	5%	95%
Police	First Responder Support Services	Behavioral health and support services for the Police Department. Contracted Service.	100%	0%
Police	Police In-Car and Body Camera Internal Department Access	Storing and providing access to In-Car and Body Worn Camera videos to members of the police department for training and investigation purposes.	7%	93%
Police	Police In-Car and Body Camera Public Access	Providing copies of Police In-Car and Body Camera Videos to Attorneys, Law Enforcement Agencies and Citizens in response to subpoenas, Open Records Requests, and other appropriate requests.	7%	93%
Police	Departmental Awards	Process and provide awards for departmental personnel	6%	94%
Police	Reserve Officer Program	Certified officers and reserve trained officers who volunteer their time to augment the department in logistic technical and patrol functions	65%	35%
Police	Sexual Assault Evidence Backlog Processing	Processing of old rape kits for collection of DNA to further investigations.	7%	93%
Police	Family Safety Center	Coordinates community response to domestic and sexual violence through a collaborative partnership between the City of Tulsa as lead agency and multiple community service providers to include the Family Safety Center. Contracted Service.	100%	0%
Police	Bomb Squad	Certified and specially trained experts that respond to bomb and explosive calls for service. Requires extensive training and specialized equipment.	63%	37%
Police	P-card processing	P-card processing and administration	6%	94%
Police	Honor Guard Program	Perform ceremonial events that require the United States flag as well as funerals and services	6%	94%
Police	Vehicle Identification Number (VIN) Examination	Identify and recover stolen vehicles, and provide citizens with an Oklahoma Assigned Number (OAN) letter so they may register their vehicle after its VIN has been altered.	5%	95%
Police	Community Engagement and Citizen Training	Community outreach and education programs including Volunteers in Policing, Explorers, Citizens Police Academy, Internship Program, which all educate citizens and provide hands on training in police operations.	45%	55%
Police	Forensic Nursing Administration	Manages Sexual Assault Nurse Examiners and Domestic Violence Examiners	5%	95%
Police	911 Call Taker Academy	911 Training Academy for new call takers.	21%	79%
Police	Questioned Documents Section	Perform questioned document testing on evidence.	45%	55%
Police	National Incident Based Reporting System	Complies with NIBRS standards on crime reporting	13%	87%
Police	Police Cell Phone and MiFi Program	Provide and maintain Cell Phone and MiFi Devices to facilitate mobile communication for police employees	7%	93%
Police	Defensive Tactics Instructor	Instruction of defensive tactics and other related topics during recruit and continuing education.	6%	94%
Police	Crisis Negotiations	Facilitation of peaceful resolutions to crisis situations	60%	40%
Police	911 Certification and Re-Training	Certification training and re-training for 911 supervisors and telecommunicators.	21%	79%
Police	Chaplain Services	Sectarian pastoral and counseling services to individuals and families who are involved in a personal crisis at which Police and Fire personnel are present. Contracted Service.	100%	0%
Police	Travel administration	Travel processing in Munis for department	8%	92%
Police	Neighborhood Watch	Agreement with Crime Prevention Network to provide Alert Neighbors/Tulsa Crime Stoppers	100%	0%
Police	Facility Maintenance	Duties and responsibilities related to the maintenance, repair, and upkeep of facilities, buildings, and grounds.	5%	95%
Police	Pawn Detail	Enter and review pawn data for the identification of stolen property for the purpose of returning to owners and furthering investigations.	0%	100%
Police	911 Fast Track Training	Progression training for employees to train on all 8 functions through a fast track program.	21%	79%
Police	911 COPES Behavioral Health Services at the Tulsa 911 Communications Center	Family & Children's Services COPEs embedded behavioral health clinicians working with Tulsa Police and 911 Dispatch to provide needed services to the community.	20%	80%
Police	Advertising and Recruiting for 911	Advertising career opportunities through traditional and non-traditional media, social media, and public forums.	20%	80%

Department Owner	Program Name	Program Description	Non Personnel % of program cost	Personnel % of program cost
Police	911 Public Education	Provide public education of emergent and non-emergent situations and when to call 911 through social media, public television broadcasts, 911 tours and presentations.	21%	79%
Police	911 Bi-lingual Call Takers	Training and recruiting for up to 9 Spanish speaking call takers.	15%	85%
Police	Retirement services	Retirement processing, guidance, documentation and collaboration with sworn insurance and pension board	10%	90%
Police	911 On Boarding Program	911's On-boarding team contacts the new 911 Telecommunicator before their start date and assigns a mentor to guide the new employee through City policies and procedures and the culture of 911.	22%	78%
Police	Law Enforcement Driver Training (LEDT)	This training program is specially designed for patrol and pursuit driving that is specialized for Police Officers	6%	94%
Police Total			16%	84%
Public Works	Project Planning and Coordination Services	Provide CIP development planning services for infrastructure and City assets. Supports Environmental investigations and Economic Development ventures (TAEO).	81%	19%
Public Works	Engineering and Architectural Services Design Services and Support	Provide engineering-architectural services for water, sewer, transportation, stormwater, parks, public safety, and special (city facilities and vertical construction) projects. Services provided for all capital projects for all departments.	16%	84%
Public Works	Construction Project Management and Observation	Provide in house construction management and inspections for water, sewer, transportation, stormwater, and special (vertical construction) projects.	12%	88%
Public Works	Geographic Information Systems Application Development and Maintenance	Develop, assimilate, and maintain data for our Geographic Information Systems (GIS) applications for internal and public use and mapping and graphic design support.	12%	88%
Public Works	Capital Project and Infrastructure Land Services	Conducts services necessary to acquire parcels via fee-simple, easements, dedications, donations, eminent domain, exchanges, rights-of-entry, etc. Work includes appraisals, title work, negotiations, closings, and filing of documents.	11%	89%
Public Works	City Surveying	City Surveyor and his section provides land surveying services for city facilities and departments, maintains field monuments records, and develops / verifies Legal descriptions for easements, rights-of-way, dedications, etc.	20%	80%
Public Works	OKIE Locate - Line Location Services	Location of underground utilities	27%	73%
Public Works	Construction Contract Administration	Public bids capital projects in compliance with the Competitive Bidding statutes. Advertise, conducts pre-bids, opens bids, coordinates with legal Department to award and contract with lowest, responsible bidder.	42%	58%
Public Works	Utility Coordination - Capital Projects	Coordinates capital project public improvements with existing and proposed utilities.	11%	89%
Public Works	Utility Coordination - ROW / Easement Encroachments and Construction Agreements	Facilitates city review and recommendations to City Council of requests to encroach / modify rights-of-way, easements, and/or city controlled lands for public and private uses.	10%	90%
Public Works	Construction Project Management and Observation IDP	Provide in house construction management and inspections for water, sewer, transportation, and stormwater projects that are privately financed public projects	14%	86%
Public Works	Engineering Services - Central Services	Administrative support for records / archival of project files, as-recorded construction plans, reproduction of construction documents for plan room, reproduction services for all divisions of ES. Central Services also provides ES Human Resources and ES Finance.	23%	77%
Public Works	Engineering Design and Construction Standards and Specifications Development	Develop, manage, and periodic update engineering design standards and specifications for construction.	10%	90%
Public Works	Residential Refuse & Recycling Services	Collect, haul and dispose of refuse, recycling and yard waste at appropriate locations. Oversee all operations and billing of accounts. Monitor issues and resolve or cite.	95%	5%
Public Works	Mowing and Sweeping	Mowing right of way and sweeping City streets	92%	8%
Public Works	Stormwater Vegetation Maintenance	Vegetation maintenance of all stormwater facilities and assets.	71%	29%
Public Works	Underground Storm Sewer Repairs	Conducts structural repairs on the underground storm sewer system including catch basins, vaults, manholes, pipes, outfalls and inlets.	70%	30%
Public Works	Earthen Channel/Creek Maintenance	Stormwater Creek and earthen channel operations and maintenance including inspection and structural repair.	65%	35%

Department Owner	Program Name	Program Description	Non Personnel % of program cost	Personnel % of program cost
Public Works	Mulch Site Operations	accept green waste from residential and commercials customers, charge as appropriate. Convert waste to mulch, give away mulch and haul to Land Reclamation Site for daily cover as requested. Set aside large logs for firewood for pickup	72%	28%
Public Works	Bulky Waste Collection	Collect residential bulky waste items for recycling and disposal	59%	41%
Public Works	Detention Pond and Lined Channel Maintenance	Stormwater Lined channel and detention pond operations and maintenance including inspections and structural repairs.	58%	42%
Public Works	Snow and Ice Removal	Removal of snow and ice from City of Tulsa streets	58%	42%
Public Works	Pot Hole Repairs	Repair potholes on all paved roads	39%	61%
Public Works	Traffic Signal Maintenance	General planed maintenance of traffic signal equipment.	53%	47%
Public Works	Stormwater Support Services	Provide customer service and support services for the Stormwater Maintenance Division.	40%	60%
Public Works	Stormwater Quality and Compliance	EPA/ODEQ (Oklahoma Department of Environmental Quality) Stormwater Discharge Permit #OKS000201 Compliance including monitoring, inspections, investigations, enforcement, public and employee education and outreach, reporting and coordination with regulatory agencies. Perform necessary maintenance to the highway lighting system citywide. using city personnel..	46%	54%
Public Works	Highway Lighting Operations and Maintenance	Overseeing work of contractors performing highway lighting maintenance and repair citywide.	68%	32%
Public Works	Underground Storm Sewer Cleaning Operations	Operations and maintenance of Tulsa's underground storm sewer system including pipes, catch basins, inlets, outfalls and manholes.	44%	56%
Public Works	Street Light Operations and Maintenance	Authorize PSO to install and remove street lights. Report maintenance needs to PSO. Pay electric bill.	97%	3%
Public Works	Curb repair	Arterial and non arterial curb repair	54%	46%
Public Works	Underground Storm Sewer Investigations and Inspections	Conducts investigations and inspections of the underground storm sewer system, including reporting, coordination with other work groups and sections.	43%	57%
Public Works	Intergovernmental services	Perform intergovernmental operations, such as refuse & recycling collections, bulky waste collections at City facilities, paper shredding and recycling, battery boxes, electronics, tires, etc. Bill internal accounts if appropriate.	66%	34%
Public Works	Asphalt and Concrete Repairs	Permanent Repairs	73%	27%
Public Works	Commercial Refuse & Recycling Services	Monitor commercial account activity and bill hauling fee accordingly. Inspect for compliance and violations.	51%	49%
Public Works	Illegal Dumping Operations	Notify, investigate, pick up, and possibly prosecute illegal dumping inside the City of Tulsa corporate limits,	70%	30%
Public Works	Household Pollutant Collection Facility (HPCF)	Oversees and manages all operations and duties for the HPCF including permit compliance, waste management, advertising and staffing.	70%	30%
Public Works	Pavement Marking - Contractor	Oversee pavement marking installations with use of contractors	95%	5%
Public Works	Utility ROW Management	Monitors work and utilities within the right-of-way (ROW)	19%	81%
Public Works	Paving Cuts	Contractor Repairs	27%	73%
Public Works	Land Reclamation Site Operations	Oversees the operations and maintenance of the City of Tulsa's 392 acre Land Reclamation Site	69%	31%
Public Works	Crack Sealing Maintenance	Perform crack sealing on all paved roads	36%	64%
Public Works	Emergency Response	Respond to adverse weather events, oversee operations, labor, equipment and expenditure transactions. Prepare reports as required.	96%	4%
Public Works	Emergency Response - Nonwinter Event	Citywide emergency response for non snow and ice events such as debris removal or flood response.	56%	44%
Public Works	Street Maintenance Support Services	Provide services for internal and external customers	21%	79%
Public Works	WIN Dumpster Services	Deliver pick up and empty dumpsters throughout Tulsa for neighborhood cleanups	83%	17%
Public Works	Geographic Information System (GIS) / Mapping Services	Provides GIS support functions for the stormwater operations and maintenance division.	80%	20%
Public Works	Traffic Signal Trouble Calls	Responding to emergency and non-emergency trouble calls.	23%	77%
Public Works	Dead Animal Pickup	Pickup deceased animals and dispose of appropriately.	82%	18%
Public Works	Intelligent Transportation System (ITS) and Traffic Management Center (MC)	Operations and Maintenance of the City's Intelligent Transportation System and Traffic Management Center - ITSTMC	26%	74%

Department Owner	Program Name	Program Description	Non Personnel % of program cost	Personnel % of program cost
Public Works	School Safety	Administer the school safety crossing program. Hire and train school crossing guards. Assign guards to school crossings and supervise them.	22%	78%
Public Works	Traffic Sign Installation and Maintenance	Installation of MUTCD compliant traffic signs citywide.	29%	71%
Public Works	Pavement Marking - In-house	Install paint and thermoplastic pavement markings citywide with city crews.	24%	76%
Public Works	Sign Fabrication	Fabrication of traffic signs in the Traffic Operations sign shop.	42%	58%
Public Works	Traffic Engineering Inspections	Performing engineering inspections for all traffic operations related projects.	30%	70%
Public Works	Traffic Studies and Special Projects	Conduct speed, volume, traffic signal and stop sign warrant studies as need.	38%	62%
Public Works	Traffic Signal Detection Operation and Maintenance	Conduct/review traffic impact studies. Investigate all types of traffic issues including parking, school traffic, traffic congestion, etc.	42%	58%
Public Works	School Zone Flasher Operation and Maintenance	Repair, replacement and adjustment of traffic signal detection systems including video, inductive loop and radar based systems.	47%	53%
Public Works	Locates	Conduct routine equipment maintenance, programming and verification of school zones.	55%	45%
Public Works	Engineering Plan Review	Locating traffic assets in the field as part of the state one call system - Call Okie	58%	42%
Public Works	General Fund Right-of-Way Maintenance	Reviewing and commenting on construction plans from Engineering Services, ODOT and Development Services.	91%	9%
Public Works	Traffic Signal Timing	Cemetery Maintenance Develop and implement signal timing plans for coordinated corridors.	72%	28%
Public Works	Guardrail Repair	Work with consultants on development and implementation of coordinated timing plans . Develop and implement signal timing for isolated traffic signals. Conduct routine timing adjustments. Make timing adjustments for construction zones.	73%	27%
Public Works	Traffic Signal - Emergency Vehicle and Transit Signal Priority Operation and Maintenance	Analysis, maintenance and repair of guardrail citywide.	75%	25%
Public Works	HAL - High Accident Location Committee	Operate and maintain traffic signal - emergency vehicle and transit signal priority system.	76%	24%
Public Works	Graffiti Removal	HAL is a multi-disciplinary team that analyzes the top crash locations in the city and develops viable safety improvements.	98%	2%
Public Works	Legal and Insurance Adjuster Claims-Inquiries	Removes graffiti in the public right of way Responding to inquiries from attorneys and insurance adjusters involving vehicle crashes. Responding to tort claims made against the City involving the Traffic Operations Division. Providing court testimony and depositions. Representing the City at settlement conferences.	94%	6%
Public Works	Customer Inquiries and Assistance	Provide customer service via phone email and in person	100%	0%
Public Works	Sidewalk Repair	Repair damaged sidewalks within the right of way	97%	3%
Public Works	Stormwater Roadside Ditching	Maintains all roadside ditches with the city limits that are in the public right-of-way used to convey stormwater runoff.	6%	94%
Public Works Total			53%	47%
Water and Sewer	Water Distribution System Maintenance and Repair	Operate and maintain water distribution system.	59%	41%
Water and Sewer	Wastewater Treatment	Treat sewage and discharge in accordance with State and Federal regulations.	62%	38%
Water and Sewer	Water Treatment	Clean and treat water to Federal and State regulations.	75%	25%
Water and Sewer	Payment in lieu of Taxes	Payment to General Fund in lieu of taxes, rates match those of other utilities to offset costs of right-of-way maintenance.	100%	0%
Water and Sewer	Wastewater Collections System Line Maintenance	Maintain, repair and inspect the collections sewer system to prevent Sanitary Sewer Overflows and property damage claims.	64%	36%
Water and Sewer	Source Water Management	Manage, maintain and protect City owned lakes and flowlines.	55%	45%
Water and Sewer	Water Meter Maintenance	Maintain and replace meters for accurate billing.	48%	52%
Water and Sewer	Water Quality Testing	Test and analyze water quality for the City at the three laboratories managed by the department.	48%	52%
Water and Sewer	Lift Stations Operations	Manage and maintain lift stations for wastewater and stormwater	47%	53%
Water and Sewer	Water Meter Reading and Support	Ensure accurate meter reads for billing and conduct field investigations.	26%	74%
Water and Sewer	Wastewater Quality Monitoring	Monitor and manage industrial pretreatment, fats/oils/grease, dental amalgam, medical marijuana, and sanitary sewer evaluation studies.	39%	61%

Department Owner	Program Name	Program Description	Non Personnel % of program cost	Personnel % of program cost
Water and Sewer	Biosolids Management	Dispose of treated biosolids in accordance with State and Federal regulations.	53%	47%
Water and Sewer	Water Meter Customer Services	Turn on and off meters for customer service.	26%	74%
Water and Sewer	Water Quality Monitoring	Monitor water quality and collect samples throughout the water distribution system to maintain safe drinking water and meet regulatory compliance.	36%	64%
Water and Sewer	Water Distribution Dispatch Center	Twenty-four hour call center and dispatch center for Water Distribution. After hours emergency call center for City.	25%	75%
Water and Sewer	Wastewater Dispatch Center	Twenty-four hour call center and dispatch center for Sewer Operations. After hours emergency call center for City.	35%	65%
Water and Sewer	Tulsa Metropolitan Utility Authority Asset Management	Asset and systems management for Water & Sewer infrastructure.	0%	100%
Water and Sewer	Tulsa Metropolitan Utility Authority Support	Provide administrative support services to Tulsa Metropolitan Utility Authority.	32%	68%
Water and Sewer	Private Service Line Defect Abatement Program	Provide support to low income citizens to repair or replace private sewer lines.	71%	29%
Water and Sewer	Water Quality Public Education and Outreach	Education and public outreach efforts regarding water resources.	23%	77%
Water and Sewer Total			64%	36%
Department of City Experience	Neighborhood Code Enforcement	Manage compliance concerns and issue citations where needed	83%	17%
Department of City Experience	Community Development Block Grant	Administer Funds to alleviate the causes and conditions of poverty including blighted structures and housing repair	60%	40%
Department of City Experience	Animal Shelter Services	Housing care and maintenance of all impounded animals	50%	50%
Department of City Experience	Veterinary Medical Services	Medical care provided to impounded animals	70%	30%
Department of City Experience	Animal Control Call Response	Respond to aggressive loose abandoned and trapped animals	0%	100%
Department of City Experience	Federal Housing Program	Provide administration and financial compliance and reporting for all HUD programs under the Housing & Redevelopment Division.	98%	2%
Department of City Experience	Housing Rehab Loan Program	Support Housing Rehab Programs provided by approved organizations for health & safety repairs to current housing inventory.	98%	2%
Department of City Experience	Dilapidated and Unsafe Building Enforcement	Ensure uninhabitable buildings are condemned demolished and removed	89%	11%
Department of City Experience	Animal Code Enforcement and Investigations	Enforcement of animal ordinances	0%	100%
Department of City Experience	Property Maintenance	Ensure compliance with property maintenance code under Title 55	28%	72%
Department of City Experience	Citation Issuance and Prosecution Support	Issue citations and assist with prosecutions	0%	100%
Department of City Experience	Animal Adoptions & Transfers	Evaluate animals for health and behavior for adoption and transferred suitability	0%	100%
Department of City Experience	Derelict Vehicle Code Enforcement	Vehicles without current registration or unable to move under their own power considered inoperable or abandoned	0%	100%
Department of City Experience	THA Inspections	Inspect THA properties for HUD compliance	2%	98%
Department of City Experience	Vaccinations and Microchipping	Dogs and cats are vaccinated when impounded	0%	100%
Department of City Experience	Administrative Hearings Support for Nuisance Violations	Provide support for administrative hearings including scheduling, notification and preparation of case documentation	53%	47%
Department of City Experience	Graffiti Abatement	Manage graffiti abatement program	0%	100%
Department of City Experience	Euthanasia	Euthanize terminally ill and aggressive sheltered animals	0%	100%
Department of City Experience	Animal Reclamation	Reunite animals with owners	0%	100%
Department of City Experience	Emergency Medical Services Authority (EMSA) Cares	Monitor Multi Family Housing Units annually to ensure the tenants have been notified of their rights to opt in if the water account holder has opted out of EMSA Cares, per City Ordinance.	2%	98%
Department of City Experience	Neighborhood Services	Create collaborative links between the city and its residences, promote community education and public/private partnerships to sustain neighborhoods and empower residence to improve their quality of life	26%	74%
Department of City Experience	Unsafe Conditions or Buildings	Unsafe building investigations and complaint mitigations	0%	100%
Department of City Experience	Homeless Outreach	collaborate with community partners to evaluate needs and identify housing resources	0%	100%
Department of City Experience	Clear Site Triangle Violation Enforcement	Evaluate and determine the clear site triangle to ensure safety line of site from a stop sign	6%	94%
Department of City Experience	Animal Impoundment	Impound incoming animals	0%	100%
Department of City Experience	Oversized Loads	Permitting and Route approval for transporting oversized loads through the City Limits	0%	100%
Department of City Experience	Special Events	Provide holiday or other community events	0%	100%
Department of City Experience	Blight Elimination	Declare a blighted condition on any home	0%	100%
Department of City Experience	Advertising and Marketing	Reaching out to surrounding areas through appropriate correspondence website site tours and social media	30%	70%

Department Owner	Program Name	Program Description	Non Personnel % of program cost	Personnel % of program cost
Department of City Experience	Affordable Housing	Staff contact for Housing Partnership, Housing Trust Committee and Housing Specialist, sign off for financials to the finance department	9%	91%
Department of City Experience	Animal Control Inspection and Permitting	Provide inspections for enforcement and issuance of permits to meet standards for professional animal facilities and services	0%	100%
Department of City Experience	Animal Foster Care	Place shelter animals into temporary foster homes for socialization until they reach age weight requirements or to recover from an illness	0%	100%
Department of City Experience	Adult Mental Health Case Management	Support those in the community who are experiencing a serious and persistent mental illness	0%	100%
Department of City Experience	Rental Housing Programs	Provides financial support and assistance to rehabilitate and maintain existing affordable rental housing stock; leverages other funding to support the construction of new rental housing units and/or the acquisition of land on which affordable housing can be developed; acquires existing market rate rental housing and converts it to affordable homes; provides fee waivers/offsets for new affordable rental housing; can provide rental assistance to get people into housing they can afford; assists non-profits in maintaining existing affordable rental housing. Manages long term rent restrictions imposed on affordable rental housing assisted with federal or local funding.	0%	100%
Department of City Experience	Home Occupation Inspections and Compliance	Implement city code and site inspections	0%	100%
Department of City Experience	Mobile Food Vending Vehicle Enforcement	Ensure that all mobile food vendors have their city license and state environmental permit to sell food from their vehicle	0%	100%
Department of City Experience	Off Site Signage Enforcement	Removal of illegal signage posted in the city right of way and on private property without permission	0%	100%
Department of City Experience	Public Right of Way Nuisance Enforcement	Stop the illegal sale of goods in the right of way	0%	100%
Department of City Experience	Sign and Banners Enforcement	Ensure that all properties do not exceed the allotted square footage allowed by city ordinance for temporary signage	0%	100%
Department of City Experience	Site Plan Review	Enforce zoning laws	0%	100%
Department of City Experience	Animal Rescue Program	Protective custody program for animals	0%	100%
Department of City Experience	Housing Assistance	Interview clients process applications manage cases to provide aid to low- moderate- income households	29%	71%
Department of City Experience	Work Without Permits (check with Brant) monitor demo and housing rehab permits	Ensure contractors builders plumbers and electricians have proper work permits	0%	100%
Dept of City Experience Total			48%	52%