



McAlester City Council

NOTICE OF MEETING

Regular Meeting Agenda

Tuesday, February 25, 2014 – 6:00 pm
McAlester City Hall – Council Chambers
28 E. Washington

Steve Harrison Mayor
Weldon Smith Ward One
John Titsworth Ward Two
Travis Read Ward Three
Robert Karr Ward Four
Buddy Garvin Ward Five
Jason Barnett Ward Six

Peter J. Stasiak City Manager
William J. Ervin City Attorney
Cora M. Middleton City Clerk

This agenda has been posted at the McAlester City Hall, distributed to the appropriate news media, and posted on the City website: www.cityofmcalester.com within the required time frame.

The Mayor and City Council request that all cell phones and pagers be turned off or set to vibrate. Members of the audience are requested to step outside the Council Chambers to respond to a page or to conduct a phone conversation.

The McAlester City Hall is wheelchair accessible. Sign interpretation or other special assistance for disabled attendees must be requested 48 hours in advance by contacting the City Clerk's Office at 918.423.9300, Extension 4956.

CALL TO ORDER

Announce the presence of a Quorum.

INVOCATION & PLEDGE OF ALLEGIANCE

Reverend Dr. Charles Neff of the First United Methodist Church

ROLL CALL

CITIZENS COMMENTS ON NON-AGENDA ITEMS

Residents may address Council regarding an item that is not listed on the Agenda. Residents must provide their name and address. Council requests that comments be limited to five (5) minutes.

CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- A. Approval of the Minutes from the February 11, 2014, Regular Meeting of the McAlester City Council. *(Cora Middleton, City Clerk)*
- B. Approval of Claims for February 5, 2014 through February 18, 2014. *(Toni Ervin, Chief Financial Officer)*
- C. Consider, and act upon, to expend funds of \$2500.00 for the Mayor to attend the McAlester Stampede in Washington D.C. on May 6-9, 2014. *(Peter J. Stasiak, City Manager)*
- D. Tabled from Previous Meeting. Consider and act upon to concur with Oklahoma Municipal Assurance Group recommendation to deny Claim No. 134947-TW. *(Cora Middleton, City Clerk)*
- E. Consider, and act upon, approving ADDENDUM NO. 6, to the Water Purchase Contract between the City of McAlester and Oklahoma State Penitentiary and authorizing the Mayor to sign ADDENDUM NO. 6. *(Cora Middleton, City Clerk)*
- F. Consider, and act upon, approving ADDENDUM NO. 6, to the Water Purchase Contract between the City of McAlester and Pittsburg County Rural Water District No. 6 and authorizing the Mayor to sign ADDENDUM NO. 6. *(Cora Middleton, City Clerk)*
- G. Concur with Mayor's Re-Appointment of Brent Grilliot, 528 E. Adams Avenue, McAlester 74501 to the McAlester Regional Health Center Authority for a term to expire February, 2020. *(Steve Harrison, Mayor)*

ITEMS REMOVED FROM CONSENT AGENDA**PUBLIC HEARING**

All persons interested in any ordinance listed under Scheduled Business shall have an opportunity to be heard in accordance with Article 2, Section 2.12(b) of the City Charter.

AN ORDINANCE OF THE CITY OF McALESTER, OKLAHOMA, AMENDING ORDINANCE NO. 2467 WHICH ESTABLISHED THE BUDGET FOR FISCAL YEAR 2013-14; REPEALING ALL CONFLICTING ORDINANCES; PROVIDING FOR A SEVERABILITY CLAUSE; AND DECLARING AN EMERGENCY.

AN ORDINANCE OF THE CITY OF McALESTER, OKLAHOMA, AMENDING SECTION 2-67. PERSONNEL POLICIES OF THE CODE OF ORDINANCES; REPEALING ALL

CONFLICTING ORDINANCES; PROVIDING FOR A SEVERABILITY CLAUSE; AND DECLARING AN EMERGENCY.

SCHEDULED BUSINESS

1. Consider and act upon accepting the annual City of McAlester Audited Financial Statements and Independent Auditor's Report for Fiscal Year ending June 30, 2013. *(Mike Gibson, Cole & Reed and Toni Ervin, CFO)*

Executive Summary

Motion to accept the annual Audit for Fiscal Year ending June 30, 2013 for the City of McAlester.

2. A. McAlester Public Library Presentation and Discussion. (Presenter Mr. Bob Basolo)

B. Consider and Act Upon to renew a Resolution supporting a new Public Library Building and endorsing a fund raising campaign by the Friends of the Library of McAlester, Inc.

Executive Summary

Motion to approve renewing Resolution.

3. Consider, and act upon, an Ordinance amending Ordinance No. 2467 which established the budget for fiscal year 2013-2014; repealing all conflicting ordinances; providing for a severability clause; and declaring an emergency. *(Toni Ervin, CFO)*

Executive Summary

Motion to approve the budget amendment ordinance.

4. Consider, and act upon, authorizing the appropriation of \$230,000 for the replacement of the 30 - inch header pipe at the Water Treatment Plant. *(John Modzelewski, P.E., City Engineer and Public Works Director)*

Executive Summary

Motion to approve the appropriation of \$230,000 for the replacement of the 30- inch header pipe at the Water Treatment Plant.

5. Consider, and act upon, approval of Change Order No. 1, for an extension of six days to the existing contract with Austin Paving, LLC for construction of road and infrastructure improvements along Seventeenth Street from Comanche Avenue to South Avenue. *(John Modzelewski, P.E., City Engineer and Public Works Director)*

Executive Summary

Motion to approve Change Order No. 1 for the extension of time to the construction contract with Austin Paving, LLC for construction of road and infrastructure improvements along Seventeenth Street from Comanche Avenue to South Avenue.

6. Consider, and act upon, approval of Change Order No. 2 to the existing contract with Austin Paving, LLC for construction of road and infrastructure improvements along

Seventeenth Street from Comanche Avenue to South Avenue due to the unexpected relocation of an unidentified sewer service line. (*John Modzelewski, P.E., City Engineer and Public Works Director*)

Executive Summary

Motion to approve Change Order No. 2 for the unexpected relocation of an unidentified sewer service line.

7. Discussion and possible action on Retail Sales Tax Incentive Program for McAlester Main Street District Businesses and Choctaw Corridor accepting application of enclosed business as an applicant. (*Toni Ervin, CFO*)

Executive Summary

Our recommendation would be to accept this business as an applicant and authorize Mayor to sign certificate of acceptance as a participant in the Retail Sales Tax Incentive Program.

8. Consider, and act upon, an Ordinance on proposed revised Personnel Policies, including Drug and Alcohol Testing Policies, for amendment of the City Code section 2-67 and repeal of any previous Personnel Policies, Employee Handbook, and Administrative Policies; repealing all conflicting ordinances; providing for a severability clause; and declaring an emergency. (*Toni Ervin, CFO*)

Executive Summary

Staff recommends discussion of any changes, questions, concerns, and a motion to approve the Revised Personnel Policies.

NEW BUSINESS

Any matter not known or which could not have been reasonably foreseen prior to the time of posting the Agenda in accordance with Sec. 311.9, Title 25, Oklahoma State Statutes.

CITY MANAGER'S REPORT (Peter J. Stasiak)

- Report on activities for the past two weeks.

REMARKS AND INQUIRIES BY CITY COUNCIL

MAYORS COMMENTS AND COMMITTEE APPOINTMENTS

RECESS COUNCIL MEETING

CONVENE AS McALESTER AIRPORT AUTHORITY

Majority of a Quorum required for approval

- Approval of the Minutes from the February 11, 2014 Regular Meeting of the McAlester Airport Authority. *(Cora Middleton, City Clerk)*
- Confirm action taken on City Council Agenda Item B, regarding claims ending February 18, 2014. *(Toni Ervin, Chief Financial Officer)*
- Confirm action taken on City Council Agenda Item 1, accepting the annual City of McAlester Audited Financial Statements and Independent Auditor's Report for Fiscal Year ending June 30, 2013. *(Mike Gibson, Cole & Reed and Toni Ervin, CFO)*
- Confirm action taken on City Council Agenda Item 8, an Ordinance on proposed revised Personnel Policies, including Drug and Alcohol Testing Policies, for amendment of the City Code section 2-67 and repeal of any previous Personnel Policies, Employee Handbook, and Administrative Policies; repealing all conflicting ordinances; providing for a severability clause; and declaring an emergency. *(Toni Ervin, CFO)*

ADJOURN MAA

CONVENE AS McALESTER PUBLIC WORKS AUTHORITY

Majority of a Quorum required for approval

- Approval of the Minutes from the February 11, 2014 Regular Meeting of the McAlester Public Works Authority. *(Cora Middleton, City Clerk)*
- Confirm action taken on City Council Agenda Item B, regarding claims ending February 18, 2014. *(Toni Ervin, Chief Financial Officer)*
- Confirm action taken on City Council Agenda Item D, to concur with Oklahoma Municipal Assurance Group recommendation to deny Claim No. 134947-TW. *(Cora Middleton, City Clerk)*
- Confirm action taken on City Council Agenda Item E, approving ADDENDUM NO. 6, to the Water Purchase Contract between the City of McAlester and Oklahoma State Penitentiary and authorizing the Mayor to sign ADDENDUM NO. 6. *(Cora Middleton, City Clerk)*
- Confirm action taken on City Council Agenda Item F, approving ADDENDUM NO. 6, to the Water Purchase Contract between the City of McAlester and Pittsburg County Rural Water District No. 6 and authorizing the Mayor to sign ADDENDUM NO. 6. *(Cora Middleton, City Clerk)*
- Confirm action taken on City Council Agenda Item 1, accepting the annual City of McAlester Audited Financial Statements and Independent Auditor's Report for Fiscal Year ending June 30, 2013. *(Mike Gibson, Cole & Reed and Toni Ervin, CFO)*

- Confirm action taken on City Council Agenda Item 3, an Ordinance amending Ordinance No. 2467 which established the budget for fiscal year 2013-2014; repealing all conflicting ordinances; providing for a severability clause; and declaring an emergency. *(Toni Ervin, CFO)*
- Confirm action taken on City Council Agenda Item 4, authorizing the appropriation of \$230,000 for the replacement of the 30 - inch header pipe at the Water Treatment Plant. *(John Modzelewski, P.E., City Engineer and Public Works Director)*
- Confirm action taken on City Council Agenda Item 5, approval of Change Order No. 1, for an extension of six days to the existing contract with Austin Paving, LLC for construction of road and infrastructure improvements along Seventeenth Street from Comanche Avenue to South Avenue. *(John Modzelewski, P.E., City Engineer and Public Works Director)*
- Confirm action taken on City Council Agenda Item 6, Consider, and act upon, approval of Change Order No. 2 to the existing contract with Austin Paving, LLC for construction of road and infrastructure improvements along Seventeenth Street from Comanche Avenue to South Avenue due to the unexpected relocation of an unidentified sewer service line. *(John Modzelewski, P.E., City Engineer and Public Works Director)*
- Confirm action taken on City Council Agenda Item 8, an Ordinance on proposed revised Personnel Policies, including Drug and Alcohol Testing Policies, for amendment of the City Code section 2-67 and repeal of any previous Personnel Policies, Employee Handbook, and Administrative Policies; repealing all conflicting ordinances; providing for a severability clause; and declaring an emergency. *(Toni Ervin, CFO)*

ADJOURN MPWA

CONVENE AS MCALESTER RETIREMENT TRUST AUTHORITY

Majority of a Quorum required for approval

- Approval of the Minutes from the January 28, 2013, Regular Meeting of the McAlester Retirement Trust Authority. *(Cora Middleton, City Clerk)*
- Approval of Retirement Benefit Payments for the Period of February 2014. *(Toni Ervin, CFO)*

ADJOURN MRTA

EXECUTIVE SESSION

Recess into Executive Session in compliance with Section Title 25 Section 307 B.4 et.seq. Oklahoma Statutes, to wit:

- 1) Proposed executive session pursuant to Title 25, Sec. 307 (B) (4) for Confidential communications between a public body and its attorney concerning a pending investigations, claims, or actions, more particularly:
- City of McAlester v. Randy Green
 - Fender v. City of McAlester
 - Burris v. City of McAlester
 - Wagoner v. City of McAlester

RECONVENE COUNCIL MEETING

ADJOURNMENT

CERTIFICATION

I certify that this Notice of Meeting was posted on this _____ day of _____ 2014 at _____ a.m./p.m. as required by law in accordance with Section 303 of the Oklahoma Statutes and that the appropriate news media was contacted. As a courtesy, this agenda is also posted on the City of McAlester website: www.cityofmcalester.com.

Cora M. Middleton, City Clerk

The McAlester City Council met in Regular session on Tuesday, February 11, 2014, at 6:00 P.M. after proper notice and agenda was posted, February 7, 2014, at 4:17 P.M.

Call to Order

Mayor Harrison called the meeting to order.

Rev. Anthony Washington, Mount Triumph Baptist Church, gave the invocation and led the Pledge of Allegiance.

Roll Call

Council Roll Call was as follows:

Present: Weldon Smith, John Titsworth, Travis Read, Robert Karr, Buddy Garvin, Jason Barnett & Steve Harrison
Absent: None
Presiding: Steve Harrison, Mayor

Staff Present: Peter J. Stasiak, City Manager; John Modzelewski, City Engineer/Public Works Director; Brett Brewer, Fire Chief; Leroy Alsup, Community & Economic Development Director; Kirk Ridenour, Economic Development Manager; William J. Ervin, Sr., City Attorney and Cora Middleton, City Clerk

Citizen's Comments on Non-agenda Items

Regina Peoples, the new Executive Director of Pride In McAlester introduced herself and reminded the Council of the Banquet and scheduled work day.

Consent Agenda

- A. Approval of the Minutes from the January 14, 2014, Regular Meeting of the McAlester City Council. *(Cora Middleton, City Clerk)*
- B. Approval of the Minutes from the January 16, 2014, Special Meeting of the McAlester City Council. *(Cora Middleton, City Clerk)*
- C. Approval of the Minutes from the January 28, 2014, Regular Meeting of the McAlester City Council. *(Cora Middleton, City Clerk)*
- D. Approval of Claims for January 22, 2014 through February 4, 2014. *(Toni Ervin, Chief Financial Officer)* In the following amounts: General fund - \$53,174.68; Nutrition -

\$1,073.89; Landfill Res./Sub-Title D - \$5,710.53; Employee Retirement - \$7,500.00; Tourism Fund - \$3,62.30; SE Expo Center - \$1,815.86; E-911 - \$444.81; Economic Development - \$5,582.50; Grants & Contributions - \$1,943.64; Fleet Maintenance - \$418.67 and - \$CIP Fund - \$99,043.09.

- E. Consider, and act upon, to expend funds of \$1500.00 for the Mayor to attend the McAlester Stampede in Washington D.C. on May 6-9, 2014. *(Peter J. Stasiak, City Manager)*
- F. Consider and act upon to concur with Oklahoma Municipal Assurance Group recommendation to deny Claim No. 134947-TW. *(Cora Middleton, City Clerk)*
- G. Consider, and act upon, a request by the Italian Festival Foundation to partner with them for the rental fee for the use of the Southeast Expo Center for the 2014 Annual Italian in the amount of \$2,125.00. *(Jerry Lynn Wilson, Expo Center Manager)*

Mayor Harrison commented that Manager Stasiak asked to have item “E” pulled from the Consent Agenda. Manager Stasiak explained that additional research needed to be done regarding the amount of the requested funds.

Vice-Mayor Read requested that item “F” be pulled for individual consideration.

A motion was made by Councilman Titsworth and seconded by Vice-Mayor Read to approve Consent Agenda items “A, B, C, D and G.

There was no discussion, and the vote was taken as follows:

AYE: Councilman Titsworth, Read, Smith, Karr, Garvin, Barnett & Mayor Harrison
NAY: None

Mayor Harrison declared the motion carried.

Items Removed from Consent Agenda

- F. Consider and act upon to concur with Oklahoma Municipal Assurance Group recommendation to deny Claim No. 134947-TW. *(Cora Middleton, City Clerk)*

A motion to approve Consent Agenda Item “F” was made by Councilman Garvin and seconded by Councilman Karr.

Before the vote, Vice-Mayor Read commented that looking at the claim the City would not be responsible for a street light that had been blown over by wind.

There was a brief discussion among the Council and Manager Stasiak concerning the light pole, if it had been bolted down, maintenance’s findings when they responded, if the insurance

company had all of the information before denying the claim and possibly tabling this item for further information.

Councilman Smith moved to table this item, seconded by Vice-Mayor Read. There was no further discussion and the vote was taken as follows:

AYE: Councilman Smith, Read, Titsworth, Karr, Garvin, Barnett, & Mayor Harrison

NAY: None

Mayor Harrison declared the motion carried.

Scheduled Business

1. Presentation of the Mayor's Annual State of the City Address. *(Steve Harrison, Mayor)*

Executive Summary

Annual Mayor State of the City Address.

Mayor Harrison delivered his "State of the City" address highlighting several areas of where the City was continuing to improve and how the City had become more transparent in its' financial dealings. He commented on the various street construction projects that were possible because of the broadening of purpose of an existing sales tax and how this was a good start to the work that was still ahead for the City. Mayor Harrison concluded his speech thanking everyone for listening.

There was no vote on this item.

2. Presentation of a report explaining who needs affordable housing; a discussion of the current type and number of affordable housing development units in our community, general background information on McAlester's existing housing stock and a limited analysis of select indicators projecting the need for additional affordable multi-family housing units in the City of McAlester. *(Leroy Alsup, Community & Economic Development Director)*

Executive Summary

Report and discussion only, no action to be taken.

Leroy Alsup and Kirk Ridenour presented the Council with the information they had gathered concerning the City of McAlester's need for affordable housing. They explained which members of the City's population would need affordable housing, the existing affordable housing and how their analysis had been limited because of the possibility of duplication.

There was a brief discussion concerning historical information and looking more closely at the designs of any new housing additions.

There was no vote on this item.

3. Consider, and act upon, authorizing the appropriation of funds for the replacement of the 30 - inch header pipe at the Water Treatment Plant. (*John Modzelewski, P.E., City Engineer and Public Works Director*)

Executive Summary

Motion to approve the appropriation of \$180,000 for the replacement of the 30- inch header pipe at the Water Treatment Plant.

Mayor Harrison stated that this item did not need a motion since the Council was not appropriating funds at this meeting.

Manager Stasiak commented that this would be brought back at a later date to address.

John Modzelewski informed the Council that he had been made aware of this matter in November and that Robert Vaughan was also available to answer questions.

There was a brief discussion concerning the photos that had been provided to the Council, if the inside of the pipe could be as corroded as the outside appeared to be, implementing a good maintenance program after all repairs had been made, if the funds for the Budget amendment would come out of the CIP funds and having staff bring a Budget amendment before the Council to act upon.

There was no vote on this item.

New Business

There was no new business.

City Manager's Report

Manager Stasiak distributed copies of the City's old Personnel and Administrative Policies to the council explaining that these three (3) policies would be consolidated into one (1) policy. He commented that all procedures had been removed and the Federal and State updates had been incorporated. He reported on the tremendous job that the employees had done during the bad weather and commented that the budget was about seventeen thousand (17,000) over budget which indicated stabilization in the economy. Manager Stasiak then distributed copies of information on the Sanitation revenue and briefly reviewed the figures with the Council.

Remarks and Inquiries by City Council

Councilman Barnett inquired about the length of the contract with Allied. Manager Stasiak informed him that it was for ten (10) years and the City was in the third (3rd) year of the contract.

Councilmen Garvin, Karr, Read, Smith and Titsworth did not have any comments for the evening.

Mayor's Comments and Committee Appointments

Mayor Harrison had not comments for the meeting.

Recess Council Meeting

Mayor Harrison asked for a motion to recess the Regular Meeting to convene the Authorities. Councilman Smith moved to recess the Regular Meeting and convene the Authorities. The motion was seconded by Vice-Mayor Read. There was no discussion, and the vote was taken as follows:

AYE: Councilman Smith, Read, Karr, Garvin, Barnett, Titsworth & Mayor Harrison
NAY: None

Mayor Harrison declared the motion carried and the meeting was recessed at 7:25 P.M.

Reconvene Council Meeting

The Regular Meeting was reconvened at 7:27 P.M.

Adjournment

There being no further business to come before the Council, Councilman Smith moved for the meeting to be adjourned, seconded by Vice-Mayor Read. There was no discussion, and the vote was taken as follows:

AYE: Councilman Smith, Read, Karr, Garvin, Barnett, Titsworth & Mayor Harrison
NAY: None

Mayor Harrison declared the motion carried, and the meeting was adjourned at 7:28 P.M.

ATTEST:

Steve Harrison, Mayor

Cora Middleton, City Clerk

CLAIMS FROM

**February 5, 2014
Thru
February 18, 2014**

PACKET: 11097 CLAIMS FOR 02/25/2014

VENDOR SET: 01

FUND : 01 GENERAL FUND

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-A00200 ADAM TRUE VALUE & AG SU	I-236637	01 -5547203	REPAIRS & MAI RAIN GEAR FOR CEM CREW	068039	96.00
01-A00267 AIRGAS, INC	I-9024135513	01 -5432202	OPERATING SUP EMS SUPPLIES	068040	146.95
	I-9915745947	01 -5432202	OPERATING SUP EMS SUPPLIES	068040	285.42
01-A00362 ALLEGIANCE COMMUNICATIO	I-201402055882	01 -5320328	INTERNET SERV INTERNET SVS-DET DIV	067991	116.75
	I-201402055882	01 -5542328	INTERNET SERV INTERNET SVS-STIPE CENTER	067991	72.95
	I-201402115900	01 -5542328	INTERNET SERV INTERNET SVS-PARKS SHOP	068027	75.96
	I-201402115900	01 -5546328	INTERNET SERV INTERNET SVS-FAC MAINT	068027	75.96
	I-201402115900	01 -5865328	INTERNET SERV INTERNET SVS-STREETS/TC	068027	75.96
01-A00433 ALVA KEITH	I-201402155922	01 -5544306	CONTRACT LABO REFEREE FEE-6 GAMES	068041	150.00
01-A00450 AM LEONARD INC.	I-C114009271	01 -5542203	REPAIRS & MAI ITEMS NEEDED FOR TREE REM	068042	419.80
01-A00465 AMERICAN COMMUNICATIONS	I-59053	01 -5546316	REPAIRS & MAI ANTENNAS & FITTINGS	068043	750.00
01-A00500 AMERICAN MUNICIPAL SERV	I-201402155915	01 -2105	COLLECTION AG COURT COLLECTION FEE-JAN 2014	068044	7,489.00
01-A00751 ATWOODS	I-1845/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068046	100.00
	I-1847/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068046	100.00
	I-1849/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068046	99.99
	I-1851/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068046	99.99
	I-1853/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068046	99.99
	I-1855/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068046	79.99
	I-1863/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068046	100.00
	I-1865/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068046	100.00
	I-1866/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068046	99.99
	I-1867/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068046	100.00
	I-1868/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068046	100.00
	I-1869/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068046	100.00
	I-1870/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068046	69.99
	I-1871/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068046	100.00
	I-1873/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068047	100.00
	I-1874/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068047	99.99
	I-1875/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068047	99.99
	I-1877/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068047	79.99
	I-1878/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068047	100.00
	I-1880/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068047	69.99
	I-1881/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068047	99.99
	I-1882/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068047	69.99

PACKET: 11997 CLAIMS FOR 02/25/2014

VENDOR SET: 01

FUND : 01 GENERAL FUND

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-A90751 ATWOODS	continued				
	I-1884/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068047	99.99
	I-1885/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068047	79.99
	I-1886/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068047	59.99
	I-1888/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068047	59.99
	I-1889/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068047	79.99
	I-1893/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068048	79.99
	I-1901/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068048	69.99
	I-1902/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068048	69.99
	I-1903/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068048	100.00
	I-1907/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068048	100.00
	I-1909/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068048	79.99
	I-F40424/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068048	100.00
	I-F42055/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068048	100.00
	I-F42351/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068048	100.00
	I-F42915/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068048	100.00
	I-F42979/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068048	100.00
	I-F43084/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068048	100.00
	I-F43321/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068048	100.00
	I-F43650/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068049	100.00
	I-F44845/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068049	100.00
	I-F45564/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068049	100.00
	I-F46327/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068049	100.00
	I-F47600/9	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068049	100.00
01-A90770 BOLTE ENTERPRISES, INC					
	I-938578	01 -5431203	REPAIRS & MAI MISC PARTS & SUPPLIES	068052	10.98
01-B00180 UNION IRON WORKS, INC.					
	I-81768688.001	01 -5548203	REPAIRS & MAI MISC MAINT & REPAIRS	068054	89.96
	I-81774604.001	01 -5548203	REPAIRS & MAI MISC MAINT & REPAIRS	068054	14.40
01-C00100 CLEET					
	I-201402125912	01 -2100	CLEET PAYABLE CLEET FEES DUE	068029	5,205.75
01-C00251 CAVENDER'S					
	I-57086	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068060	100.00
	I-57108	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068060	100.00
	I-57261	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068060	99.99
	I-57410	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068060	79.99
	I-63368	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068060	69.99
	I-96895	01 -5653340	CLOTHING ALLO BOOT ALLOWANCE	068060	100.00
01-C00320 CENTERPOINT ENERGY ARKL					
	I-201402055884	01 -5215314	GAS UTILITY UTILITIES-GAS-HOUSING AUTH	067993	422.12
	I-201402115901	01 -5215314	GAS UTILITY UTILITIES-GAS-802 F. HARRISON	068030	189.29
	I-201402115901	01 -5215314	GAS UTILITY UTILITIES-GAS-FIRE STATION #2	068030	651.10
01-C00900 D & D ELEVATOR INC					

PACKET: 11097 CLAIMS FOR 02/25/2014

VENDOR SET: 01

FUND : 01 GENERAL FUND

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-D00006 D & D ELEVATOR INC		continued			
	I-188	01 -5548317	ELEVATOR REPA MONTHLY MAINT FEE	068063	400.00
01-D00330 DEPT. OF PUBLIC SAFETY					
	I-04-1404136	01 -5321308	CONTRACTED SE TELETYPE RENTAL FEE	068066	175.00
01-D00448 DISCOUNT STEEL					
	I-1118	01 -5542203	REPAIRS & MAI HAND RAIL FOR DRAIN	068067	22.08
01-D00778 JUSTIN DUVAL					
	I-201402155920	01 -5544308	CONTRACT LABO REFEREE FEE- 6 GAMES	068068	150.00
01-F00015 FLEETCOR TECHNOLOGIES					
	I-201402155917	01 -5865212	FUEL EXPENSE FUEL EXP-STREETS	068071	245.55
	I-201402155917	01 -5542212	FUEL EXPENSE FUEL EXP-PARKS	068071	10.76
	I-201402155918	01 -5322212	FUEL EXPENSE FUEL EXP-ANIMAL CONTROL	068072	390.41
	I-201402155918	01 -5321212	FUEL EXPENSE FUEL EXP-POLICE	068072	10,751.39
	I-201402155918	01 -5431212	FUEL EXPENSE FUEL EXP-FIRE	068072	1,559.41
	I-201402155918	01 -5542212	FUEL EXPENSE FUEL EXP-PARKS	068072	1,826.91
	I-201402155918	01 -5548212	FUEL EXPENSE FUEL EXP-FAC	068072	484.14
	I-201402155918	01 -5865212	FUEL EXPENSE FUEL EXP-STREETS	068072	3,425.67
	I-201402155918	01 -5544212	FUEL EXPENSE FUEL EXP-RECREATION	068072	108.79
	I-201402155918	01 -5652212	FUEL EXPENSE FUEL EXP-CODES	068072	336.17
	I-201402155918	01 -5225212	FUEL EXPENSE FUEL EXP-IT	068072	121.95
	I-201402155918	01 -5547212	FUEL EXPENSE FUEL EXP-CEMETERY	068072	295.99
	I-201402155918	01 -5432212	FUEL EXPENSE FUEL EXP-EMS	068072	1,130.04
01-F00170 FIRST NATIONAL BANK					
	I-BOX 575 RENTAL	01 -5211202	OPERATING SUP SAFETY DEP BOX RENTAL	068073	17.00
01-F00201 FLAMECO FIRE & SAFETY,					
	I-17311	01 -5653213	SAFETY EXPENS ANNUAL FIRE EXT INSPECT	068074	2,113.50
01-G00010 G & C RENTAL CENTER, IN					
	I-25246-1	01 -5547203	REPAIRS & MAI EQUIPMENT RENTAL	068075	152.05
	I-25402-1	01 -5547203	REPAIRS & MAI EQUIPMENT RENTAL	068075	27.66
01-G00016 GIVENS LAW FIRM, P.C.					
	I-13	01 -5214302	CONSULTANTS LEGAL FEES- GREEN	068076	5,246.50
01-G00017 GLEN A. STONE					
	I-294155	01 -5542316	REPAIRS & MAI LABOR TO PAINT @ JIS CENT	068077	1,450.00
01-H00090 HUMPHREY PLUMBING, INC.					
	I-117723	01 -5548316	REPAIRS & MAI HEATER REPAIR AT FIRE DEP	068084	238.42
01-I00001 RICOH USA, INC.					
	I-5029264151	01 -5321308	CONTRACTED SE COPIER MAINT. FEE	068085	201.00

PACKET: 11897 CLAIMS FOR 02/25/2014

VENDOR SET: 01

FUND : 01 GENERAL FUND

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-100899	IKON OFFICE SOLUTIONS	I-24619120	01 -5321308	CONTRACTED SE LEASE PYMTS: COPIERS	068086	429.40
01-100010	IMPRESS OFFICE SUPPLY	I-036211	01 -5321202	OPERATING SUP MISC OFFICE SUPPLIES	068087	61.00
01-100115	INTERMEDIX TECHNOLOGIES	I-201402155916	01 -5432308	CONTRACTED SE CONTRACT BILLING SVS-JAN 2014	068088	3,487.17
01-100204	JFMASCO, INC	I-137121	01 -5542358	TREE BOARD/TR MULCH FOR TREES	068089	1,600.00
01-K00101	KEITH A. BARNES	I-201402155919	01 -5544308	CONTRACT LABS REFEREE FEE-6 GAMES	068092	150.00
01-K00224	KIAMTCHI TECH CENTER-PO	I-1314-180	01 -5653213	SAFETY EXPENS OSHA TRAINING	068094	150.00
01-100326	LIBERTY FLAG INC	I-68298	01 -5431202	OPERATING SUP FLAGS FOR FIRE STATIONS	068095	154.10
		I-68427	01 -5542203	REPAIRS & MAI REPLACEMENT FLAGS	068095	493.05
01-100360	LOCKE SUPPLY CO.	I-22075982-00	01 -5548203	REPAIRS & MAI MISC REPAIRS & MAINT	068096	240.76
		I-22097468-00	01 -5548203	REPAIRS & MAI MISC REPAIRS & MAINT	068096	20.71
		I-22123798-00	01 -5548203	REPAIRS & MAI MISC REPAIRS & MAINT	068096	12.24
		I-22209483-00	01 -5548203	REPAIRS & MAI MISC REPAIRS & MAINT	068096	32.05
		I-22209541-00	01 -5548203	REPAIRS & MAI MISC REPAIRS & MAINT	068096	52.50
		I-22304103-00	01 -5548203	REPAIRS & MAI MISC REPAIRS & MAINT	068096	246.22
		I-22306655-00	01 -5542203	REPAIRS & MAI MISC MAINT & REPAIR ITEMS	068096	229.10
		I-22349663-00	01 -5542203	REPAIRS & MAI MISC MAINT & REPAIR ITEMS	068096	42.57
1-100428	LOWE'S CREDIT SERVICES	C-12391 CR	01 -5431203	REPAIRS & MAJ MISC REPAIR & MAINT ITEMS	068097	28.56-
		I-01285	01 -5548203	REPAIRS & MAI MISC MAINT & REPAIRS	068097	19.61
		I-01342	01 -5548203	REPAIRS & MAI MISC MAINT & REPAIRS	068097	228.25
		I-01591	01 -5548203	REPAIRS & MAI MISC MAINT & REPAIRS	068097	262.71
		I-01679	01 -5542203	REPAIRS & MAJ MISC MAINT & REPAIR ITEMS	068097	45.36
		I-06324	01 -5865203	REPAIR & MAIN MISC REPAIR & MAINT ITEMS	068097	83.42
		I-06729	01 -5542203	REPAIRS & MAI ICE MELT FOR PARKING LOTS	068097	477.68
		I-06785	01 -5431203	REPAIRS & MAI MISC REPAIR & MAINT ITEMS	068097	6.41
		I-07361	01 -5865203	REPAIR & MAIN MISC REPAIR & MAINT ITEMS	068097	478.76
		I-08047	01 -5542203	REPAIRS & MAI MISC MAINT & REPAIR ITEMS	068098	10.39
		I-08661	01 -5542203	REPAIRS & MAI MISC MAINT & REPAIR ITEMS	068098	22.71
		I-902736	01 -5431203	REPAIRS & MAI MISC REPAIR & MAINT ITEMS	068098	43.19
01-100470	MILLER BROTHERS ENTERPR	I-13358A-06	01 -5548203	REPAIRS & MAI MISC. MAINT & REPAIRS	068101	135.00

PACKET: 11997 CLAIMS FOR 02/25/2014

VENDOR SET: 01

FUND : 01 GENERAL FUND

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-M00460 MILLER GLASS					
	I-15193	01 -5548203	REPAIRS & MAI LABOR TO RE-KEY LOCKS	068102	628.50
	I-15233A	01 -5548203	REPAIRS & MAI LOCKS FOR BATHROOM STALLS	068102	106.00
	I-15234	01 -5548203	REPAIRS & MAI LOCKS FOR BATHROOM STALLS	068102	117.00
01-M00570 MOORE MEDICAL CORP.					
	I-98068437 I	01 -5432331	EMPLOYE TRAVE EMS TRAINING EQUIPMENT	068104	351.00
01-M00140 MCALESTER PAINT & SUPPL					
	I-00093407	01 -5542203	REPAIRS & MAI MISC APINT & SUPPLIES	068109	52.39
01-M00169 MCALESTER REGIONAL HOSP					
	I-CITYLAB 01/31/2014	01 -5653348	DRUG TESTING/ MISC DRUG TESTING	068110	123.00
	I-CITYOFMC 01/31/14	01 -5653348	DRUG TESTING/ PHYSICAL CAP. TEST	068111	294.00
01-M00200 MCALESTER SCOTTISH RITE					
	I-700583	01 -5548311	PARKING KPNTA PARKING LOT RENTAL FEE	068112	375.00
01-N00359 NATIONAL FLOOD INSURANC					
	I-011039832-001	01 -5215322	LIABILITY INS FLOOD INS PREMIUM-SBC	068114	8,996.00
01-N00250 MCALESTER NEWS CAPITAL					
	I-05613389	01 -5212317	ADVERTISING & COUNCIL PUBLICATIONS	068115	20.05
01-O00075 O'REILLY AUTO PARTS					
	I-0230-174447	01 -5431203	REPAIRS & MAI MISC PARTS & SUPPLIES	068124	14.98
01-O00128 OKLA MUN CLERKS, TREAS &					
	I-13-01355	01 -5211330	DUES & SUBSCR YEARLY MEMBERSHIP FEE	068126	30.00
	I-13-01355	01 -5212330	DUES & SUBSCR YEARLY MEMBERSHIP FEE	068126	30.00
01-O00219 OKLA BUREAU OF NARCOTIC					
	I-201402125913	01 -2103	OBN PAYABLE (DRUG ED FEES DUE	068033	33.56
01-O00305 OKLA NURSERY & LANDSCAP					
	I-2014-043	01 -5542330	DUES & SUBSCR YRLY MEMBERSHIP DUES	068129	25.00
01-O00427 OKLA UNIFORM BUILDING C					
	I-JAN 2014	01 -5652336	FEES BLDG PERMIT FEES	067995	196.00
01-O00525 OKLA TRAVEL INDUSTRY AS					
	I-2014 TG-25	01 -5210480	CONTINGENCY ADVERTISEMENT FEE	068130	2,025.00
01-O00595 OSBT					
	I-201402125911	01 -2101	AFIS PAYABLE AFIS FEES DUE	068034	2,865.22
	I-201402125911	01 -2102	FORENSICS PAY FORENSICS FEES DUE	068034	2,767.26
01-P00510 PRO-KIL, INC					
	I-76779	01 -5542308	CONTRACTED SE MONTHLY PEST CONTROL-JIS	068132	126.00

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VENDOR SFT: 01

FUND : 01 GENERAL FUND

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-P00510 PRO-KIL, INC		continued			
	1-77615	01 -5548203	REPAIRS & MAI PEST CONTROL-CITY HALL	068132	65.00
01-P00560 PUBLIC SERVICE/AEP					
	I-201402055886	01 -5215313	ELECTRIC UTIL ELECTRIC-1699 E CARL ALBERT	067996	23.38
	I-201402055886	01 -5215313	ELECTRIC UTIL ELECTRIC-1016 S SOUTH AVE	067996	259.87
	I-201402055886	01 -5215313	ELECTRIC UTIL ELECTRIC-LIBRARY	067996	1,425.30
	I-201402055886	01 -5215313	ELECTRIC UTIL ELECTRIC-1099 E WYANDOTTE AVE	067996	43.68
	I-201402055886	01 -5215313	ELECTRIC UTIL ELECTRIC-FIRE EMERG RESP COMP	067996	249.00
	I-201402055886	01 -5215313	ELECTRIC UTIL ELECTRIC-301 W JEFFERSON AVE	067996	36.98
	I-201402115906	01 -5215313	ELECTRIC UTIL ELECTRIC-STREET LIGHTS	068035	11,465.50
	I-201402115906	01 -5215313	ELECTRIC UTIL ELECTRIC-302 E FILLMORE	068035	63.59
	I-201402115906	01 -5215313	ELECTRIC UTIL ELECTRIC-210 E CARL ALBERT	068035	159.04
	I-201402115906	01 -5215313	ELECTRIC UTIL ELECTRIC-RECYCLE CENTER	068035	92.65
	I-201402115906	01 -5215313	ELECTRIC UTIL ELECTRIC-333 E CARL ALBERT	068035	29.25
	I-201402115906	01 -5215313	ELECTRIC UTIL ELECTRIC-GENERAL	068035	9,848.59
01-R00050 RADIO SHACK CORP					
	1-022777	01 -5320202	OPERATING EXP RECORDER FOR POLICE	068133	79.99
01-R00246 RESIDENT INN-STILLWATER					
	I-13-01335	01 -5211331	EMPLOYEE TRAV SPRING CONFERENCE	068037	595.00
01-R00300 RICHARD RUSHING					
	I-201402155921	01 -5544306	CONTRACT LABO REFEREE FEE- 6 GAMES	068134	150.00
01-R00009 SADLER PAPER CO					
	I-24617	01 -5542203	REPAIRS & MAI JANITORIAL SUPPLIES	068136	425.01
01-R00329 SHRED-IT USA, INC-OKLAH					
	I-9403156442	01 -5212306	CONTRACTED SE SHREDDING SERVICE FEE	068140	64.00
01-R00642 SPECIAL OPS UNIFORMS, I					
	I-751194	01 -5321207	CLOTHING ALLO CLOTHING ALLOWANCE	068142	1,229.59
	I-751195	01 -5321207	CLOTHING ALLO CLOTHING ALLOWANCE	068142	1,100.79
01-R00726 STAPLES ADVANTAGE					
	I-01157	01 -5210202	OPERATING SUP PRESENTATION SUPPLIES	068144	100.60
	I-3220944270	01 -5215202	OPERATING SUP OFFICE SUPPLIES	068144	109.17
	I-3220944274	01 -5215202	OPERATING SUP INK STOCK FOR ALL DEPTS	068144	265.83
	I-3221721490	01 -5225401	COMPUTER TECH REPLACEMENT PRINTERS	068144	756.84
	I-7112854577	01 -5225401	COMPUTER TECH REPLACEMENT PRINTERS	068144	169.95
01-R00901 SUCK-IT-UP CLEAN					
	I-13-01407	01 -5548316	REPAIRS & MAI CARPET CLEANING	068145	225.00
01-T00010 T. H. ROGERS LUMBER CO.					
	I-483374	01 -5665218	STREET REPAIR MISC. MATERIALS	068147	67.06
	I-483867	01 -5542203	REPAIRS & MAI HANDRAILS & JIS	068147	179.46

PACKET: 11097 CLAIMS FOR 02/25/2014

VENDOR SET: 01

FUND : 01 GENERAL FUND

VENDOR	NAME	ITEM #	G/L	ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-T00058	BIZTEL COMMUNICATIONS						
		I-5563	01	-5215315	TELEPHONE UTI PHONE SYSTEM INSTALL FEE	068148	173.63
01-T00456	TONYA M BARNES						
		I-201402155923	01	-5544306	CONTRACT LABO SCOREKEEPER FEE-6 GAMES	068149	90.00
01-T00499	TRACTOR SUPPLY COMPANY						
		C-108638 CR	01	-5653340	CLOTHING ALLO BOOT ALLOWANCE	068150	119.99
		I-108130	01	-5653340	CLOTHING ALLO BOOT ALLOWANCE	068150	89.99
		I-108144	01	-5653340	CLOTHING ALLO BOOT ALLOWANCE	068150	89.99
		I-108614	01	-5653340	CLOTHING ALLO BOOT ALLOWANCE	068150	99.99
		I-108639	01	-5653340	CLOTHING ALLO BOOT ALLOWANCE	068150	100.00
		I-108652	01	-5653340	CLOTHING ALLO BOOT ALLOWANCE	068150	99.99
		I-108653	01	-5653340	CLOTHING ALLO BOOT ALLOWANCE	068150	99.99
		I-108750	01	-5653340	CLOTHING ALLO BOOT ALLOWANCE	068150	99.99
		I-108779	01	-5653340	CLOTHING ALLO BOOT ALLOWANCE	068150	100.00
		I-109115	01	-5653340	CLOTHING ALLO BOOT ALLOWANCE	068150	100.00
		I-110544	01	-5653340	CLOTHING ALLO BOOT ALLOWANCE	068150	89.99
		I-112195	01	-5653340	CLOTHING ALLO BOOT ALLOWANCE	068150	100.00
		I-185790	01	-5653340	CLOTHING ALLO BOOT ALLOWANCE	068150	100.00
		I-185974	01	-5653340	CLOTHING ALLO BOOT ALLOWANCE	068150	100.00
		I-185986	01	-5653340	CLOTHING ALLO BOOT ALLOWANCE	068151	119.99
		I-187183	01	-5653340	CLOTHING ALLO BOOT ALLOWANCE	068151	89.99
01-T00630	TWIN CITIES READY MIX,						
		I-88974	01	-5865218	STREET REPAIR CONCRETE FOR REPAIRS	068152	480.00
		I-89126	01	-5865218	STREET REPAIR CONCRETE FOR REPAIRS	068152	876.60
01-U00020	UNITED STATES CELLULAR						
		I-201402055888	01	-5215315	TELEPHONE UTI PHONE EXP-GENERAL	067999	1,826.54
01-U00120	UNITED PACKAGING & SHIP						
		I-133289	01	-5431202	OPERATING SUP SHIPPING FFES	068155	12.71
01-W00040	WALMART COMMUNITY BRC						
		I-007761	01	-5431202	OPERATING SUP MISC SUPPLIES	068156	4.37
		I-03679	01	-5542203	REPAIRS & MAI MISC OPERATING SUPPLIES	068156	105.52
		I-08237	01	-5431202	OPERATING SUP MISC SUPPLIES	068156	134.42
		I-09435	01	-5542203	REPAIRS & MAI MISC OPERATING SUPPLIES	068156	25.62
01-W00270	WHITE ELECTRICAL SUPPLY						
		I-S1709613.001	01	-5548203	REPAIRS & MAI MISC REPAIR & MAINT ITEMS	068159	39.23
		I-S1709805.001	01	-5548203	REPAIRS & MAI MISC REPAIR & MAINT ITEMS	068159	12.45
		I-S1710715.001	01	-5548203	REPAIRS & MAI MISC REPAIR & MAINT ITEMS	068159	20.21
		I-S1714220.001	01	-5548203	REPAIRS & MAI MISC REPAIR & MAINT ITEMS	068159	7.87
01-W00460	WYLIE SPRAYERS OF OKLA.						
		I-0-238302	01	-5542203	REPAIRS & MAI REPAIR PARTS FOR SPRAYER	068160	125.10
				FUND 01 GENERAL FUND	TOTAL:		114,920.87

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VENDOR SET: 01

FUND : 02 MPWA

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
11-A00103 ACCURATE LABS & MINING	I-810228	02 -5974304	LAB TESTING EXAM FEES-WTP	068038	10.00
11-A00267 AIRGAS, INC	I-9915748218	02 -5974203	REPAIRS & MAI BOTTLE RENTAL & REFILLS	068040	63.90
	I-9915748220	02 -5973203	REPAIRS & MAI MONTHLY BOTTLE RENTAL FEE	068040	90.42
11-A00262 ALLEGIANCE COMMUNICATIO	I-201402055662	02 -5973328	INTERNET SRV INTERNET SVS-EAST WWTP	067991	143.30
11-A00423 ALLIED WASTE SERVICES O	I-201402125914	02 -5866306	CONTRACTED RE WASTE SVS FEE-JAN 2014	068028	152,165.80
	I-201402125914	02 -5866306	CONTRACTED RE CREDIT FOR BAD DEBT	068028	582.12-
11-A00770 BOLTE ENTERPRISES, INC	I-938651	02 -5974203	REPAIRS & MAI MISC REPAIR & MAJNT ITEMS	068052	52.11
	I-938656	02 -5974203	REPAIRS & MAI MISC REPAIR & MAJNT ITEMS	068052	20.98
11-B00160 UNION IRON WORKS, INC.	I-S1773849.001	02 -5975209	UTILITY MAINT MISC REPAIR PARTS	068054	27.85
	I-S1771048.001	02 -5975209	UTILITY MAINT MISC REPAIR PARTS	068054	10.94
	I-S1773053.001	02 -5975209	UTILITY MAINT MISC REPAIR PARTS	068054	319.24
	I-S1773222.001	02 -5975209	UTILITY MAINT MISC REPAIR PARTS	068054	2.14
	I-S1773275.001	02 -5975209	UTILITY MAINT MISC REPAIR PARTS	068054	60.83
	I-S1773896.001	02 -5975209	UTILITY MAINT MISC REPAIR PARTS	068054	10.34
	I-S1774811.001	02 -5975209	UTILITY MAINT MISC REPAIR PARTS	068054	31.44
	I-S1775943.001	02 -5975209	UTILITY MAINT MISC REPAIR PARTS	068054	55.40
	I-S1775524.001	02 -5975209	UTILITY MAINT MISC REPAIR PARTS	068054	2.89
11-B00360 BLUE BOOK (USA)	I-242705	02 -5974203	REPAIRS & MAI BOOSTER PUMP FOR WTP	068057	867.22
11-B00491 BRENNING SOUTHWEST	I-BSW468701	02 -5974206	CHEMICALS ALUM FOR WTP	068058	3,336.75
	I-BSW471289	02 -5974206	CHEMICALS ALUM FOR WTP	068162	3,281.23
11-C00320 CENTERPOINT ENERGY ARKL	I-201402119901	02 -5267314	GAS UTILITY UTILITIES-GAS-301 E POLK	068030	840.96
11-C00658 CONCRETE SERVICES CORP	I-5065	02 -5974316	REPAIRS & MAI GROUTING FOR WATER TANK	068061	2,132.34
11-C00680 CULLIGAN WATER COND INC	I-7430	02 -5974304	LAB TESTING LAB TEST SUPPLIES	068062	24.00
11-D00154 DAVID T HARDGRAVE	I-4-1401	02 -5973302	CONSULTANTS (MONTHLY PRE-TREATMENT FEE	068064	1,600.00
11-D00322 DEPT. OF ENVIR. QUALITY					

PACKET: 11097 CLAIMS FOR 02/25/2014

VENDOR SET: 01

FUND : 02 MPWA

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000322	DEPT. OF ENVIR. QUALITY	continued				
	I-D3RD QUART REP	02	-5864329	DEQ FEES DEQ QUARTERLY REPORTS	068065	480.09
01-000024	STANLEY RAY OWENS DBA E					
	I-1802	02	-5866230	RECYCLING CEN PORT-A POT RENTAL	068069	100.00
01-000016	FLEETCOR TECHNOLOGIES					
	I-201402155917	02	-5216212	FUEL EXPENSE FUEL EXP-UTIL BILLING	068071	773.76
	I-201402155917	02	-5864212	FUEL EXPENSE FUEL EXP-LANDFILL	068071	60.17
	I-201402155917	02	-5866212	FUEL EXPENSE FUEL EXP-SANITATION	068071	1,233.27
	I-201402155917	02	-5871212	FUEL EXPENSE FUEL EXP-ENG	068071	186.53
	I-201402155917	02	-5974212	FUEL EXPENSE FUEL EXP-WTP	068071	661.33
	I-201402155917	02	-5973212	FUEL EXPENSE FUEL EXP-WWTP	068071	787.25
	I-201402155917	02	-5975212	FUEL EXPENSE FUEL EXP-UTM	068071	2,321.93
	I-201402155918	02	-5216212	FUEL EXPENSE FUEL EXP-UTM	068072	363.46
01-F00251	FORT COBB FUEL AUTHORIT					
	I-201402115904	02	-5267314	GAS UTILITY UTILITIES-GAS FOR HEREFORD LN	068031	1,198.13
01-000020	H L'S PAWN SHOP					
	I-5027-3	02	-5216202	OPERATING SUP STREAMERS FLASHLIGHT	068079	119.99
01-000040	HACH CHEMICAL					
	I-8674882	02	-5974304	LAB TESTING LAB SUPPLIES	068080	916.72
	I-8679621	02	-5974304	LAB TESTING LAB SUPPLIES	068080	174.42
01-000088	HAWKINS, INC.					
	I-3559966	02	-5974206	CHEMICALS REPAIRS CL ADAPTER KIT	068081	926.00
01-000100	HAYNES EQUIPMENT,LLC					
	I-8111282-1N	02	-5973316	REPAIRS & MAI CALABRATE FLOW METERS CHG	068082	450.00
01-000223	HOPKINS PROPANE					
	I-51780	02	-5974212	FUEL EXPENSE RED DIESEL FOR WTP	068083	1,560.00
01-000428	LOWE'S CREDIT SERVICES					
	I-04650	02	-5975209	UTILITY MAINT MISC MAINT & REPAIR ITEMS	068097	87.37
	I-06018	02	-5974203	REPAIRS & MAI MISC MAINT & REPAIRS	068097	123.59
	I-06985	02	-5975209	UTILITY MAINT MISC MAINT & REPAIR ITEMS	068097	65.92
	I-07648	02	-5975209	UTILITY MAINT MISC MAINT & REPAIR ITEMS	068097	108.66
	I-901033	02	-5975209	UTILITY MAINT MISC MAINT & REPAIR ITEMS	068098	130.85
	I-905694	02	-5975209	UTILITY MAINT MISC MAINT & REPAIR ITEMS	068098	40.18
01-000504	MESHEK & ASSOC. INC					
	I-2040	02	-5871302	CONSULTANTS CONSULTANT FEES	068100	874.50
	I-2183	02	-5871302	CONSULTANTS PHASE II STORMWATER PGM	068100	2,492.42
01-000532	MISTY VALLEY WATER CO.					
	I-87543	02	-5866230	RECYCLING CEN WATER FOR RECYCLE	068103	124.47

PACKET: 11097 CLAIMS FOR 02/25/2014

VENDOR SET: 01

FUND : 02 MPWA

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-N00059	NATIONAL FLOOD INSURANC					
		1-011038298-001	02 -5267322	LIABILITY INS FLOOD INS PREMIUM-WWV	068113	7,911.00
01-000975	O'REILLY AUTO PARTS					
		1-0230-172728	02 -5973203	REPAIRS & MAI MISC MAINT ITEMS	068122	23.98
01-P00049	PACE ANALYTICAL SERVICE					
		1-147508491	02 -5973304	LAB TESTING MONTHLY TESTING FEES	068131	56.47
		1-147508567	02 -5973304	LAB TESTING MONTHLY TESTING FEES	068131	137.00
01-P00060	PUBLIC SERVICE/AEP					
		1-201402055886	02 -5267313	ELECTRIC UTIL ELECTRIC-5200 WATERWORKS RD	067996	491.17
		1-201402055886	02 -5267313	ELECTRIC UTIL ELECTRIC-MPWA	067996	40,046.68
01-R00000	RURAL WATER DISTRICT #1					
		1-201402055887	02 -5267316	WATER UTILITY UTILITIES-WATER @ LANDFILL	067997	15.37
01-S00050	SOUTHWEST CHEMICAL SERV					
		1-98861	02 -5974206	CHEMICALS CAUSTIC FOR WTP	068166	4,438.40
		1-98821	02 -5974206	CHEMICALS CAUSTIC FOR WTP	068166	4,256.00
01-S00080	AT & T					
		1-201402115903	02 -5267315	TELEPHONE UTI PHONE EXP-DATA LINE	068036	185.33
		1-201402115903	02 -5267315	TELEPHONE UTI PHONE EXP-MPWA	068036	4,463.11
01-T00008	BIZTEL COMMUNICATIONS					
		1-5563	02 -5267315	TELEPHONE UTI PHONE SYSTEM INSTALL FEE	068148	88.62
		1-5565	02 -5267315	TELEPHONE UTI PHONE SYSTEM INSTALL FEE	068148	85.00
01-U00020	UNITED STATES CELLULAR					
		1-201402055888	02 -5267315	TELEPHONE UTI PHONE EXP-MPWA	067999	682.57
		1-201402055889	02 -5975328	INTERNET SERV INTERNET SVS-UM	067999	51.74
01-U00051	UTILITY SUPPLY CO.					
		1-072970	02 -5975235	WATER MAIN RE SUPPLIES FOR WATER BREAKS	068153	333.28
		1-072971	02 -5975235	WATER MAIN RE SUPPLIES FOR WATER BREAKS	068153	571.08
		1-072972	02 -5975235	WATER MAIN RE 12" PIPE REPAIRS	068153	2,611.00
		1-073297	02 -5975211	WATER METERS WATER METERS	068167	606.27
		1-073298	02 -5975211	WATER METERS WATER METERS	068167	550.16
		1-073299	02 -5975211	WATER METERS WATER METERS	068167	15.79
		1-073300	02 -5975211	WATER METERS WATER METERS	068167	766.34
		1-073301	02 -5975211	WATER METERS WATER METERS	068167	2,530.20
		1-073302	02 -5975235	WATER MAIN RE SUPPLIES FOR WATER BREAKS	068167	7,976.76
		1-073303	02 -5975211	WATER METERS WATER METERS	068167	300.00
01-U00128	UNITED PACKAGING & SHIP					
		1-132899	02 -5973203	REPAIRS & MAI SAMPLE SHIPPING FEES	068155	32.16
		1-133775	02 -5973203	REPAIRS & MAI SAMPLE SHIPPING FEES	068155	28.65
		1-133778	02 -5973203	REPAIRS & MAI SAMPLE SHIPPING FEES	068155	26.42

PACKET: 11097 CLAIMS FOR 02/25/2014

VENDOR SET: 01

FUND : 02 MPWA

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000128	UNITED PACKAGING & SHIP	I-134240	02 -5216202	OPERATING SUP SHIPPING FEES	066155	11.23
				FUND 02 MPWA	TOTAL:	260,202.75

PACKET: 11097 CLAIMS FOR 02/25/2014

VENDOR SET: 01

FUND : 03 AIRPORT AUTHORITY

VENDOR NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-800015 FLEETCOR TECHNOLOGIES					
	I-201402155917	03 -5876212	FUEL EXPENSE FUEL EXP-AIRPORT	068071	589.43
01-600490 GRISSOM IMPLEMENT INC					
	I-386671	03 -5876203	REPAIRS & MAI MISC REPAIR ITEMS	068078	117.48
01-600560 PUBLIC SERVICE/AEP					
	I-201402055886	03 -5876313	ELECTRIC UTIL ELECTRIC-AIRPORT	067996	1,292.05
01-000020 UNITED STATES CELLULAR					
	I-201402055888	03 -5876315	TELEPHONE UTI PHONE EXP-AIRPORT	067999	27.23
		FUND 03 AIRPORT AUTHORITY	TOTAL:		2,026.19

PACKET: 11097 CLAIMS FOR 02/25/2014

VENDOR SET: 01

FUND : 08 NUTRITION

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-E00207	EMMA E. BELLIS					
		I-201402155925	08 -5549308	CONTRACT SERV CONTRACT MEAL DELIVERY	068070	180.00
		I-201402155926	08 -5549308	CONTRACT SERV REIMB MILEAGE FOR MEAL DEL	068070	100.80
01-F00015	FLEETCOR TECHNOLOGIES					
		I-201402155918	08 -5549212	FUEL EXPENSE FUEL EXP-NUTRITION	068072	785.34
01-M00156	MARY J. LEBOCIEF					
		I-201402155927	08 -5549308	CONTRACT SERV CONTRACT MEAL DELIVERY	068099	90.00
		I-201402155928	08 -5549308	CONTRACT SERV REIMB MILEAGE FOR MEAL DEL	068099	63.26
01-P00004	RACHELLE CHEYENNE					
		I-201402155924	08 -5549308	CONTRACT SERV REIMB MILEAGE FOR MEAL DEL	068135	87.92
01-U00000	UNITED STATES CELLULAR					
		I-201402055888	08 -5549315	TELEPHONE UTI PHONE EXP-NUTRITION	067999	81.69
				FUND 08 NUTRITION	TOTAL:	1,389.03

PACKET: 11097 CLAIMS FOR 02/25/2014

VENDOR SET: 01

FUND : 09 LANDFILL RES./SUB-TITLE D

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-A09745	ALFA- ASSOC FOR LANDFIL	I-103	09 -5864365	ALFA ESCROW L PARTICIPATION FEE	068045	5,048.00
01-B00244	BIG MAC	I-S1033344	09 -5864327	SUB TITLE D E PUMP LEACH WTR AT LANDFIL	068161	4,305.00
		I-S1033344	09 -5864327	SUB TITLE D E PUMP LEACHEAT AT LF	068056	4,305.00
01-B00223	HOPKINS PROPANE	I-51779	09 -5864410	LAND IMPROVEM DIESEL FOR LANDFILL	068163	5,616.00
FUND 09 LANDFILL RES./SUB-TITLE D TOTAL:						19,274.00

PACKET: 11097 CLAIMS FOR 02/25/2014

VENDOR SET: 01

FUND : 11 EMPLOYEE RETIREMENT

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT

01-MCC098	MCAFFEE & TAFT					
		I-419286	11 -5220302	CONSULTANTS LEGAL FEES-RETIREMENT	068108	337.50
		I-419287	11 -5220302	CONSULTANTS LEGAL FEES-RETIREMENT	068108	1,627.16
		I-419759	11 -5220302	CONSULTANTS LEGAL FEES-PENSION	068108	162.00
		I-420502	11 -5220302	CONSULTANTS LEGAL FEES-PENSION	068164	3,202.50
			FUND 11	EMPLOYEE RETIREMENT	TOTAL:	5,329.16

PACKET: 11097 CLAIMS FOR 07/25/2014

VENDOR SRT: 01

FUND : 27 TOURISM FUND

VENDOR	NAME	ITEM #	G/L	ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1	MISC VENDOR						
	KATHY WALL	1-201402125910	27	-5655331	TRAVEL & TRAI KATHY WALL: TRAVEL EXP TOURISM	068025	176.66
01-000137	OKIA TOURISM/RECREATION						
		1-11205	27	-5655214	TOURISM EXPEN MCALESTER BROCHURES	068128	497.49
01-000020	UNITED STATES CELLULAR						
		1-201402055888	27	-5655214	TOURISM EXPEN PHONE EXP-TOURISM	067999	52.23
				FUND: 27	TOURISM FUND	TOTAL:	726.58

PACKET: 11097 CLAIMS FOR 02/25/2014

VENDOR SET: 01

FUND : 28 SE EXPO CENTER

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000192	BEN E. KEITH	I-62270433	28 -5654210	CONCESSION SU CONCESSION SUPPLIES	068055	108.80
01-000006	D & D ELEVATOR INC	I-197	28 -5654316	REPAIRS & MAI MONTHLY SERVICE FEE	068063	200.00
01-000015	FLEETCOR TECHNOLOGIES	I-201402155918	28 -5654212	FUEL EXPENSE FUEL EXP-EXPO	068072	152.15
01-010279	HUGHES NET	I-201402115905	28 -5654328	INTERNET SERV INTERNET SVS-EXPO	068032	143.50
01-000250	MCALESTER NEWS CAPITAL	I-365-2014	28 -5654317	ADVERTISING & ADVERTISEMENT FEE	068115	185.00
01-000560	PUBLIC SERVICE/AEP	I-201402115906	26 -5654313	ELECTRIC UTIL ELECTRIC-EXPO	068035	4,934.73
01-000190	SECURITY SYS. & ENG. IN	I-29197	28 -5654316	REPAIRS & MAI ALARM MONITORING FEE	068139	135.00
01-000020	UNITED STATES CELLULAR	I-201402055888	28 -5654315	TELEPHONE UTI PHONE EXP-EXPO	067999	81.69
FUND 28 SE EXPO CENTER					TOTAL:	5,940.87

PACKET: 11097 CLAIMS FOR 02/25/2014

VENDOR SET: 01

FUND : 29 E-911

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1	MISC VENDOR					
	TERESA KOPENHIEMER	1-201402115907	29 -5324331	EMPLOYEE TRAV REIMB- 911 PUBLIC SAFETY CONF	068023	56.97
01-A00033	AT&T					
		1-201402115902	29 -5324401	CAPITAL OUTLA PHONE EXP-911 EQUIP LEASE	068026	2,403.33
01-A00581	AT&T					
		1-201402055883	29 -5324315	TELEPHONE UTI PHONE EXP-HOST CIRCUIT E911	067992	781.25
		1-201402055883	29 -5324315	TELEPHONE UTI PHONE EXP-HOST CIRCUIT E911 PC	067992	198.00
01-C00856	CROSS TELEPHONE COMPANY					
		1-201402055885	29 -5324315	TELEPHONE UTI PHONE EXP-911 CTY TRUNK LINE	067994	381.44
01-D00330	DEPT. OF PUBLIC SAFETY					
		1-04-1404136	29 -5324308	CONTRACTED SE TELETYPE RENTAL FEE	068066	175.00
01-F00015	FLEETCOR TECHNOLOGIES					
		1-201402155918	29 -5324212	FUEL EXPENSE FUEL EXP-E 911	068072	100.07
01-S00580	AT & T					
		1-201402055890	29 -5324315	TELEPHONE UTI PHONE EXP-E911	067998	2,200.52
		1-201402115903	29 -5324315	TELEPHONE UTI PHONE EXP-911 WIRELESS	068036	228.36
01-U00020	UNITED STATES CELLULAR					
		1-201402055888	29 -5324315	TELEPHONE UTI PHONE EXP-E911	067999	27.23
			FUND	29 E-911	TOTAL:	6,552.17

PACKET: 11097 CLAIMS FOR 02/25/2014

VENDOR SET: 01

FUND : 30 ECONOMIC DEVELOPMENT

VENDOR	NAME	ITEM #	G/L	ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-1	MISC VENDOR						
	LEROY ALSUP	I-201402125908	30	-5652331	EMPLOYEE TRAV MDSA CONF WASHINGTON DC	068024	466.93
01-000134	OKLAHOMA SOUTHEAST, INC						
		I-2014 MEMBER DUES	30	-5652320	ECON DEV WEBS MEMBERSHIP DUES	068127	400.00
			FUND	30	ECONOMIC DEVELOPMENT	TOTAL:	866.93

PACKET: 11097 CLAIMS FOR 02/25/2014

VENDOR SET: 01

FUND : 32 GRANTS & CONTRIBUTIONS

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
11-800941	SUNPORTS	I-0035830-1N	32 -5215219	GRANTS - PARK SHADE KITES-CHADICK PARK	068146	901.47
			FUND	32 GRANTS & CONTRIBUTIONS	TOTAL:	901.47

PACKET: 11097 CLAIMS FOR 02/25/2014

VENDOR SET: 01

FUND : 33 CDBG GRANTS FUND

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
11-N00347	MEHLBURGER BRAWLEY, INC					
		1-MC-13-01-03	33 -5871515	2013 CDBG PRO 2013 CDBG WATER PROJ	068118	1,420.00
			FUND	33 CDBG GRANTS FUND	TOTAL:	1,420.00

PACKET: 11097 CLAIMS FOR 02/25/2014

VENDOR SET: 01

FUND : 35 FLEET MAINTENANCE

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-A00770	BOLTE ENTERPRISES, INC					
		I-937674	35 -5862203	REPAIRS & MAI MISC SMALL AUTO PARTS	068050	12.67
		I-937701	35 -5862203	REPAIRS & MAI MISC SMALL AUTO PARTS	068050	14.33
		I-937755	35 -5862203	REPAIRS & MAI MISC SMALL AUTO PARTS	068050	3.74
		I-937757	35 -5862203	REPAIRS & MAI MISC SMALL AUTO PARTS	068050	19.88
		I-937758	35 -5862203	REPAIRS & MAI MISC SMALL AUTO PARTS	068050	5.49
		I-937763	35 -5862203	REPAIRS & MAI MISC SMALL AUTO PARTS	068050	13.29
		I-937806	35 -5862203	REPAIRS & MAI MISC SMALL AUTO PARTS	068050	125.07
		I-937812	35 -5862203	REPAIRS & MAI MISC SMALL AUTO PARTS	068050	15.20
		I-937840	35 -5862203	REPAIRS & MAI MISC SMALL AUTO PARTS	068050	6.12
		I-937855	35 -5862203	REPAIRS & MAI MISC SMALL AUTO PARTS	068050	24.65
		I-937861	35 -5862203	REPAIRS & MAI MISC SMALL AUTO PARTS	068050	4.99
		I-937998	35 -5862203	REPAIRS & MAI MISC SMALL AUTO PARTS	068050	22.21
		I-938036	35 -5862203	REPAIRS & MAI MISC SMALL AUTO PARTS	068050	15.22
		I-938150	35 -5862203	REPAIRS & MAI MISC SMALL AUTO PARTS	068050	100.15
		I-938173	35 -5862203	REPAIRS & MAI MISC SMALL AUTO PARTS	068051	38.55
		I-938174	35 -5862203	REPAIRS & MAI MISC SMALL AUTO PARTS	068051	16.27
		I-938186	35 -5862203	REPAIRS & MAI MISC SMALL AUTO PARTS	068051	4.96
		I-938341	35 -5862203	REPAIRS & MAI MISC SMALL AUTO PARTS	068051	21.14
		I-938399	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PAR	068051	3.09
		I-938438	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PAR	068051	121.27
		I-938457	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PAR	068051	33.48
		I-938478	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PAR	068051	6.49
		I-938492	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PAR	068051	51.53
		I-938541	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PAR	068051	100.68
		I-938549	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PAR	068051	54.41
		I-938550	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PAR	068051	36.90
		I-938561	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PAR	068051	52.07
		I-938598	35 -5862203	REPAIRS & MAI FILTERS FOR PARKS EQUIP	068052	5.90
		I-938609	35 -5862203	REPAIRS & MAI FILTERS FOR PARKS EQUIP	068052	26.34
		I-938630	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PAR	068052	102.54
		I-938675	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PAR	068052	207.20
		I-938799	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PAR	068052	82.78
		I-938821	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PAR	068052	105.80
		I-938868	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PAR	068052	6.46
		I-938870	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PAR	068052	14.94
01-B00150	BEALES GOODYEAR TIRES					
		I-1-795	35 -5862203	REPAIRS & MAI TIRES FOR PK-35	068053	1,384.00
		I-1-G8590	35 -5862203	REPAIRS & MAI STOCK TIRES FOR POLICE	068053	2,295.40
01-B00570	BUCK WILSON BODY SHOP I					
		I-4859	35 -5862203	REPAIRS & MAI BODY REPAIRS TO PD-60	068059	1,250.25
01-F00015	FLEETCOR TECHNOLOGIES					
		I-201402155917	35 -5862212	FUEL EXPENSE FUEL EXP-FM	068071	65.05
		I-201402155918	35 -5862212	FUEL EXPENSE FUEL EXP-FM	068072	290.63
01-G00490	GRISSOM IMPLEMENT INC					

PACKET: 11097 CLAIMS FOR 02/25/2014

VENDOR SFT: 01

FUND : 35 FLEET MAINTENANCE

VENDOR	NAME	ITEM #	G/L	ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-00490	GRISSOM IMPLEMENT INC				continued		
		I-388001	35	-5862203	REPAIRS & MAI SMALL REPAIR PARTS	068078	22.64
01-00310	JET TIRE SERVICE						
		I-110301	35	-5862203	REPAIRS & MAI REPAIRS FOR TIRES	068090	73.95
01-K0003	K & S FIELD TESTING						
		I-2439	35	-5862203	REPAIRS & MAI BUCKET TRUCK-INSPECT FEE	068091	550.00
01-K00190	YELLOWHOUSE MACHINERY C						
		I-09 909134	35	-5862203	REPAIRS & MAI PARTS FOR UTM-9	068093	504.93
		I-952572	35	-5862203	REPAIRS & MAI REPAIR PARTS FOR BACKHOE	068093	4,362.23
		I-952647	35	-5862203	REPAIRS & MAI SMALL PARTS AS NEEDED	068093	709.75
01-L00428	LOWE'S CREDIT SERVICES						
		I-06286	35	-5862203	REPAIRS & MAI MISC SMALL PARTS	068097	32.96
01-M00769	MYDER FIRE SUPPORT SERV						
		I-ML01478	35	-5862203	REPAIRS & MAI INSPECTION/TRAINING FEES	068107	10,576.56
		I-ML01478b	35	-5862203	REPAIRS & MAI WIRING & CIRCUIT BOARDS	068107	19,775.37
01-N00270	NIX AUTO CENTER, INC.						
		I-134765	35	-5862203	REPAIRS & MAI REPAIR PARTS	068116	63.99
01-N00271	FREEDOM FORD INC						
		I-152392	35	-5862203	REPAIRS & MAI REPAIRS TO MED-4	068117	599.36
		I-152786	35	-5862203	REPAIRS & MAI MISC REPAIR PARTS	068117	42.95
		I-152803	35	-5862203	REPAIRS & MAI MISC REPAIR PARTS	068117	113.33
		I-152808	35	-5862203	REPAIRS & MAI MISC REPAIR PARTS	068117	42.95
		I-152826	35	-5862203	REPAIRS & MAI MISC REPAIR PARTS	068117	60.00
		I-152895	35	-5862203	REPAIRS & MAI MISC REPAIR PARTS	068117	39.95
		I-81039	35	-5862203	REPAIRS & MAI MISC REPAIR PARTS	068117	126.75
		I-81051	35	-5862203	REPAIRS & MAI MISC REPAIR PARTS	068117	97.16
		I-81068	35	-5862203	REPAIRS & MAI MISC REPAIR PARTS	068117	41.30
		I-81069	35	-5862203	REPAIRS & MAI MISC REPAIR PARTS	068117	20.98
		I-81108	35	-5862203	REPAIRS & MAI MISC REPAIR PARTS	068117	70.00
		I-81109	35	-5862203	REPAIRS & MAI MISC REPAIR PARTS	068117	7.64
01-000650	OCT EQUIPMENT, INC.						
		I-P97863	35	-5862203	REPAIRS & MAI PARTS FOR S-33	068119	198.65
		I-P97949	35	-5862203	REPAIRS & MAI PARTS FOR S-33	068119	98.57
01-000075	O'REILLY AUTO PARTS						
		C-0230-170044	35	-5862203	REPAIRS & MAI MISC SMALL PARTS	068120	144.09-
		C-0230-170088	35	-5862203	REPAIRS & MAI MISC SMALL PARTS	068120	40.00-
		C-0230-170152	35	-5862203	REPAIRS & MAI MISC SMALL PARTS	068120	20.00-
		C-0230-170538	35	-5862203	REPAIRS & MAI MISC SMALL PARTS	068120	11.37-
		C-0230-173021	35	-5862203	REPAIRS & MAI MISC SMALL PARTS	068120	300.00-
		C-0230-174560	35	-5862203	OPERATING SUP MISC SHOP SUPP & PARTS	068120	54.83-

PACKET: 11397 CLAIMS FOR 02/25/2014

VENDOR SET: 01

FUNC : 35 FLEET MAINTENANCE

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000075	O'REILLY AUTO PARTS					continued
		C-0230-174772	35 -5862202	OPERATING SUP MISC SHOP SUPP & PARTS	068120	3.45-
		C-0230-175772	35 -5862202	OPERATING SUP MISC SHOP SUPP & PARTS	068120	64.16-
		I-0230-169593	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068120	20.22
		I-0230-169733	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068120	70.74
		I-0230-169738	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068120	94.46
		I-0230-169625	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068120	37.09
		I-0230-169626	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068120	46.85
		I-0230-169870	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068120	23.85
		I-0230-170027	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	066121	24.62
		I-0230-170039	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068121	144.09
		I-0230-170045	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068121	144.09
		I-0230-170063	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068121	277.99
		I-0230-170172	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068121	182.74
		I-0230-170194	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068121	16.14
		I-0230-170251	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068121	14.96
		I-0230-170405	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068121	11.50
		I-0230-170411	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068121	72.70
		I-0230-170413	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068121	36.89
		I-0230-170435	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068121	67.99
		I-0230-170537	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068121	132.80
		I-0230-171378	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068121	26.16
		I-0230-171517	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068122	6.99
		I-0230-171611	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068122	63.96
		I-0230-171882	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068122	24.40
		I-0230-171912	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068122	53.92
		I-0230-172631	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068122	66.36
		I-0230-172752	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068122	10.39
		I-0230-172842	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068122	34.19
		I-0230-172936	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068122	460.50
		I-0230-172949	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068122	49.18
		I-0230-172981	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068122	11.74
		I-0230-173010	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068122	14.79
		I-0230-173100	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068122	26.99
		I-0230-173112	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068123	43.39
		I-0230-173230	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068123	32.10
		I-0230-173374	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068123	199.98
		I-0230-173443	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068123	5.25
		I-0230-173573	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068123	36.14
		I-0230-173575	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068123	10.51
		I-0230-173711	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068123	28.27
		I-0230-173717	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068123	26.99
		I-0230-174255	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068123	25.47
		I-0230-174256	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PARTS	068123	159.98
		I-0230-174272	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068123	78.02
		I-0230-174284	35 -5862203	REPAIRS & MAI MISC SMALL PARTS	068123	27.16
		I-0230-174379	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PARTS	068123	199.98
		I-0230-174538	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PARTS	068124	65.68
		I-0230-174621	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PARTS	068124	152.12

PACKET: 11097 CLAIMS FOR 02/25/2014

VENDOR SET: 01

FUND : 35 FLEET MAINTENANCE

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-000075	O'REILLY AUTO PARTS			continued		
		I-0230-174678	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PARTS	068124	10.79
		I-0230-174745	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PARTS	068124	25.13
		I-0230-174627	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PARTS	068124	32.20
		I-0230-174964A	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PARTS	068124	23.48
		I-0230-174990	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PARTS	068124	20.56
		I-0230-175066	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PARTS	068124	12.98
		I-0230-175103	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PARTS	068124	20.56
		I-0230-175719	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PARTS	068124	135.49
		I-0230-175753	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PARTS	068124	68.39
		I-0230-175770	35 -5862203	REPAIRS & MAI MISC SHOP SUPP & PARTS	068124	29.99
01-000122	OK TIRE					
		I-12017	35 -5862203	REPAIRS & MAI MISC TIRE REPAIRS	068125	54.95
01-000376	RINKER AUTOMOTIVE PRODU					
		I-001191	35 -5862203	REPAIRS & MAI MISC SHOP SUPPLIES	068136	107.45
01-000471	ROBERTS AUTO SERVICE					
		I-13-01519	35 -5862203	REPAIRS & MAI LEFT DOOR FOR MED-2	068137	275.00
01-000350	SIGNS BY JADE					
		I-13-01412	35 -5862203	REPAIRS & MAI DECAL FOR PD-60	068141	195.00
01-000710	STANDARD MACHINE LLC					
		I-236412	35 -5862203	REPAIRS & MAI MISC EQUIP REPAIRS	068143	3.00
		I-236536	35 -5862203	REPAIRS & MAI MISC EQUIP REPAIRS	068143	30.00
01-000020	UNITED STATES CELLULAR					
		I-201402055888	35 -5862315	TELEPHONE UTI PHONE EXP-FLEET MAINT	067999	60.74
01-000127	UNITED ENGINES					
		I-0396530	35 -5862203	REPAIRS & MAI PARTS FOR S-35	068154	215.32
01-000092	WARREN CAT					
		I-10C104692A	35 -5862203	REPAIRS & MAI CUTTING EDGE S-34	068157	1,784.40
01-000234	WESTERN MARKETING INC					
		I-IN1216561	35 -5862203	REPAIRS & MAI BULK OIL FOR VEHICLES	068166	974.50
		I-IN1216562	35 -5862203	REPAIRS & MAI BULK OIL FOR VEHICLES	068168	2,501.66
		I-IN1216565	35 -5862203	REPAIRS & MAI BULK OIL FOR VEHICLES	068168	1,589.84
		I-IN1216566	35 -5862203	REPAIRS & MAI BULK OIL FOR VEHICLES	068168	491.77
01-000269	WHITES TRACTORS					
		I-646616	35 -5862203	REPAIRS & MAI PARTS FOR P;K-7	068158	118.00
			FUND 35	FLEET MAINTENANCE	TOTAL:	56,440.74

PACKET: 11097 CLAIMS FOR 02/25/2014

VENDOR SET: 01

FUND : 36 WORKER'S COMPENSATION

VENDOR	NAME	ITEM #	G/L ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-M00629	MUTUAL ASSURANCE ADMIN	I-201402	36 -5215315	THIRD PARTY A W/C ADMIN	068106	941.68
				FUND: 36 WORKER'S COMPENSATION	TOTAL:	941.68

PACKET: 11097 CLAIMS FOR 02/25/2014

VENDOR SET: 01

FUND : 41 CIP FUND

VENDOR	NAME	ITEM #	G/L	ACCOUNT NAME	DESCRIPTION	CHECK#	AMOUNT
01-M00593	MOST DEPENDABLE FOUNTAI						
		I-INV31614	41	-5542401	CAPITAL OUTLA DRINKING FOUNTAJN	068105	3,560.00
01-N00347	MEHLBURGER BRAWLEY, INC						
		I-MC-13-02-03	41	-5974403	20 INCH WATER CONSULTANT FEE-WTR LINE	068165	10,640.00
		I-MC-13-03-02	41	-5974402	30 INCH PUMP 30" PUMP HEADER REPLACE	068165	11,340.00
01-S00941	SUNPORTS						
		I-0035830-IN	41	-5542401	CAPITAL OUTLA SHADE KITES-CHADLCK PARK	068146	4,388.53
			FUND	41	CIP FUND	TOTAL:	29,928.53
						REPORT GRAND TOTAL:	506,880.97

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
2013-2014	01 -2100	CLEET PAYABLE (COURT)	5,205.75				
	01 -2101	AFIS PAYABLE - COURT	2,865.22				
	01 -2102	FORENSICS PAYABLE (COURT)	2,767.26				
	01 -2103	OSN PAYABLE (COURT)	33.56				
	01 -2125	COLLECTION AGENCY 25 (COU	7,489.00				
	01 -5210202	OPERATING SUPPLIES	100.80	2,900	1,491.34		
	01 -5210480	CONTINGENCY	2,025.00	25,000	22,295.00		
	01 -5211202	OPERATING SUPPLIES	17.00	3,500	1,357.10		
	01 -5211330	DUES & SUBSCRIPTIONS	30.00	700	403.50		
	01 -5211331	EMPLOYEE TRAVEL & TRAININ	595.00	3,200	214.50		
	01 -5212308	CONTRACTED SERVICES	64.00	1,050	285.00		
	01 -5212317	ADVERTISING & PRINTING	20.05	2,000	753.97		
	01 -5212350	DUES & SUBSCRIPTIONS	30.00	470	188.50		
	01 -5214302	CONSULTANTS	5,246.50	100,000	27,146.50		
	01 -5215202	OPERATING SUPPLIES	395.00	38,500	10,653.67		
	01 -5215313	ELECTRIC UTILITY	23,696.73	267,000	92,314.44		
	01 -5215314	GAS UTILITY	1,262.51	6,000	3,977.56		
	01 -5215315	TELEPHONE UTILITY	2,002.17	48,924	13,143.08		
	01 -5215322	LIABILITY INSURANCE/BONDS	8,996.00	134,765	10,766.42- Y		
	01 -5225212	FUEL EXPENSE	121.95	1,813	922.19		
	01 -5225401	COMPUTER TECHNOLOGY	926.79	11,000	650.88		
	01 -5320202	OPERATING EXPENSE	79.99	3,000	1,515.23		
	01 -5320328	INTERNET SERVICE	116.75	1,500	682.75		
	01 -5321202	OPERATING SUPPLIES	61.00	13,300	6,423.08		
	01 -5321207	CLOTHING ALLOWANCE	2,330.38	45,200	6,520.23		
	01 -5321212	FUEL EXPENSE	10,751.39	122,427	49,036.59		
	01 -5321309	CONTRACTED SERVICES	805.40	10,700	2,197.31		
	01 -5322212	FUEL EXPENSE	390.41	4,000	1,499.47		
	01 -5431202	OPERATING SUPPLIES	305.60	12,900	4,983.35		
	01 -5431203	REPAIRS & MAINT SUPPLIES	47.00	9,900	4,295.21		
	01 -5431212	FUEL EXPENSE	1,559.41	19,068	8,049.84		
	01 -5432202	OPERATING SUPPLIES	432.37	18,900	647.79		
	01 -5432212	FUEL EXPENSE	1,130.04	19,004	9,213.15		
	01 -5432308	CONTRACTED SERVICES	3,487.17	37,302	13,801.51		
	01 -5432331	EMPLOYE TRAVEL & TRAINING	351.00	2,800	1,830.00		
	01 -5542203	REPAIRS & MAINT SUPPLIES	2,675.84	50,000	17,723.99		
	01 -5542212	FUEL EXPENSE	1,837.67	47,436	28,476.98		
	01 -5542308	CONTRACTED SERVICES	126.00	14,400	7,080.72		
	01 -5542316	REPAIRS & MAINTENANCE	1,450.00	15,588	3,884.70		
	01 -5542328	INTERNET SERVICE	148.91	1,800	608.72		
	01 -5542330	DUES & SUBSCRIPTIONS	25.00	500	196.42		
	01 -5542358	TREE BOARD/TREES	1,600.00	5,000	54.00		
	01 -5544212	FUEL EXPENSE	108.79	3,088	1,650.02		
	01 -5544308	CONTRACT LABOR	690.00	15,900	7,137.00		
	01 -5547203	REPAIRS & MAINT SUPPLIES	277.71	10,478	5,503.20		

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
01	-5547212	FUEL EXPENSE	295.99	14,775	7,532.34		
01	-5548203	REPAIRS & MAINTENANCE SUPP	2,352.67	56,100	17,875.53		
01	-5548212	FUEL EXPENSE	484.14	5,374	1,897.48		
01	-5548311	PARKING RENTAL	375.00	4,500	0.00		
01	-5548316	REPAIRS & MAINTENANCE	1,213.42	17,500	6,687.94		
01	-5548317	ELEVATOR REPAIR/MAINTENANC	400.00	6,600	1,850.54		
01	-5548328	INTERNET SERVICE	75.96	456	151.68-	Y	
01	-5652212	FUEL EXPENSE	336.17	6,228	3,530.72		
01	-5652336	FEES	196.00	1,800	182.00		
01	-5653213	SAFETY EXPENSE	2,263.50	24,000	9,352.81		
01	-5653340	CLOTHING ALLOCATION	6,079.68	0	2,929.89-	Y	
01	-5653348	DRUG TESTING/PHYSICALS	417.00	12,000	5,271.25		
01	-5865203	REPAIR & MAINT-TRAFFIC CON	562.18	88,300	55,811.61		
01	-5865212	FUEL EXPENSE	3,671.42	44,413	7,326.90		
01	-5865218	STREET REPAIRS & MAINTENAN	1,443.66	265,102	97,562.42		
01	-5865328	INTERNET SERVICE	75.96	960	234.84-	Y	
02	-5216202	OPERATING SUPPLIES	131.22	16,300	10,223.46		
02	-5216212	FUEL EXPENSE	1,137.22	8,730	3,737.87		
02	-5267313	ELECTRIC UTILITY	40,537.85	359,123	92,223.48		
02	-5267314	GAS UTILITY	1,999.09	7,223	2,866.75		
02	-5267315	TELEPHONE UTILITY	5,524.63	80,000	12,243.29		
02	-5267316	WATER UTILITY	15.37	6,300	8,170.35		
02	-5267322	LIABILITY INSURANCE/BONDS	7,911.00	51,000	9,836.98		
02	-5864212	FUEL EXPENSE	60.17	697	235.78		
02	-5864329	DEQ FEES	480.09	2,000	652.29		
02	-5866212	FUEL EXPENSE	1,233.27	13,525	7,180.87		
02	-5866230	RECYCLING CENTER EXPENSE	224.47	2,800	885.50		
02	-5866306	CONTRACTED REFUSE SERVICES	151,583.68	1,799,800	734,519.82		
02	-5871212	FUEL EXPENSE	166.53	3,438	1,097.88		
02	-5871302	CONSULTANTS	3,366.92	125,632	53,966.02		
02	-5973203	REPAIRS & MAINT SUPPLIES	201.63	54,000	26,619.79		
02	-5973212	FUEL EXPENSE	787.25	14,511	3,323.17		
02	-5973302	CONSULTANTS (IND. PRETREAT	1,600.00	26,900	10,860.76		
02	-5973304	LAB TESTING	193.47	25,100	1,488.90		
02	-5973316	REPAIRS & MAINTENANCE	450.00	22,900	16,681.12		
02	-5973326	INTERNET SERVICE	143.30	750	263.45		
02	-5974203	REPAIRS & MAINT SUPPLIES	1,127.80	80,000	30,307.21		
02	-5974206	CHEMICALS	16,238.38	378,872	163,930.68		
02	-5974212	FUEL EXPENSE	2,221.33	20,006	9,177.86		
02	-5974314	LAB TESTING	1,125.14	35,000	10,900.94		
02	-5974316	REPAIRS & MAINTENANCE	2,132.34	70,000	15,692.21		
02	-5975209	UTILITY MAINTENANCE SUPP.	954.05	32,500	6,925.32		
02	-5975211	WATER METERS	4,768.76	85,000	37,937.98		
02	-5975212	FUEL EXPENSE	2,321.93	38,409	20,022.02		
02	-5975235	WATER MAIN REPAIR	11,494.12	50,000	1,797.09		

** G/L ACCOUNT TOTALS **

YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM =====		=====GROUP BUDGET=====	
				ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
02	-5975328	INTERNET SERVICE	51.74	1,500	666.62		
03	-5876203	REPAIRS & MAINT SUPPLIES	117.48	2,000	652.36		
03	-5876212	FUEL EXPENSE	589.43	2,600	710.56		
03	-5876313	ELECTRIC UTILITY	1,292.05	11,770	2,008.60		
03	-5876315	TELEPHONE UTILITY	27.23	300	136.22		
08	-5549212	FUEL EXPENSE	785.34	9,400	4,010.89		
08	-5549308	CONTRACT SERVICES	522.00	15,500	5,972.09		
08	-5549315	TELEPHONE UTILITY	81.69	3,000	1,319.69		
09	-5864327	SUB TITLE D EXPENSE	8,610.00	80,000	49,754.47		
09	-5864365	ALFA ESCROW LIABILITY PAYM	5,048.00	20,000	0.00		
09	-5864410	LAND IMPROVEMENTS	5,616.00	172,000	166,384.00		
11	-5220302	CONSULTANTS	5,329.16	38,020	16,002.27-	Y	
27	-5655214	TOURISM EXPENSE	549.72	48,500	21,409.53		
27	-5655331	TRAVEL & TRAINING	176.86	0	176.86-	Y	
28	-5654210	CONCESSION SUPPLIES	108.80	17,721	5,297.34		
28	-5654212	FUEL EXPENSE	152.15	2,059	967.13		
28	-5654313	ELECTRIC UTILITY	4,934.73	57,000	18,971.53		
28	-5654315	TELEPHONE UTILITY	81.69	3,083	1,107.69		
28	-5654316	REPAIRS & MAINTENANCE	335.00	20,000	99.44		
28	-5654317	ADVERTISING & PRINTING	185.00	6,908	2,783.00		
28	-5654329	INTERNET SERVICE	143.50	1,148	400.00-	Y	
29	-5324212	FUEL EXPENSE	100.07	1,494	853.43		
29	-5324308	CONTRACTED SERVICES	175.00	54,447	13,936.00		
29	-5324315	TELEPHONE UTILITY	3,816.80	55,720	24,509.88		
29	-5324331	EMPLOYEE TRAVEL & TRAININ	56.97	4,500	3,843.15		
29	-5324401	CAPITAL OUTLAY	2,403.33	30,713	11,486.36		
30	-5652320	ECON DEV WEBSITE	400.00	17,000	16,600.00		
30	-5652331	EMPLOYEE TRAVEL & TRAINING	486.93	17,500	14,481.90		
32	-5215219	GRANTS - PARKS	901.47	8,000	0.00		
33	-5871515	2013 CDBG PROJECT	1,420.00	145,598	125,249.00		
35	-5862202	OPERATING SUPPLIES	122.44-	250	372.44		
35	-5862203	REPAIRS & MAINTENANCE SUPP	56,146.76	285,700	32,451.14		
35	-5862212	FUEL EXPENSE	355.68	5,818	3,637.17		
35	-5862315	TELEPHONE UTILITY	60.74	740	374.67		
36	-5215315	THIRD PARTY ADM FEES	941.68	12,000	700.00		
41	-5542401	CAPITAL OUTLAY	7,948.53	162,056	24,800.56		
41	-5974402	30 INCH PUMP HEADER REPLAC	11,340.00	24,400	0.00		
41	-5974403	20 INCH WATER LINE RELOCAT	10,640.00	70,000	767.50		
**	2013-2014 YEAR TOTALS	**	506,880.97				

NO ERRORS

** END OF REPORT **

PACKET: 11097 CLAIMS FOR 02/25/2014

VENDOR SET: 01

BANK : FNB FIRST NATIONAL BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
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** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
01	2/2014	114,920.87CR
02	2/2014	260,202.75CR
03	2/2014	2,026.19CR
08	2/2014	1,389.03CR
09	2/2014	19,274.00CR
11	2/2014	5,329.16CR
27	2/2014	726.58CR
28	2/2014	5,940.87CR
29	2/2014	6,552.17CR
30	2/2014	886.93CR
32	2/2014	901.47CR
33	2/2014	1,420.00CR
35	2/2014	56,440.74CR
36	2/2014	941.68CR
41	2/2014	29,928.53CR
=====		
ALL		506,880.97CR

"C"

MDSA

McAlester Defense Support Association

SAVE THE DATE - MAY 6-9, 2014, McALESTER STAMPEDE Hotel arrangements have now been made and contract signed so we are committed. That week is very busy but fits in Congressional schedules. The Phoenix Park Hotel was full but we were successful in contracting for 15 rooms at **The Liaison Capitol Hill**, adjacent to the Capitol complex. This is a very nice hotel with excellent accommodations but it represents less rooms than last year. The deadline for the reservations at the hotel will be April 4th, a full month before the event so please start making your plans now. We will begin to plan the event next month and will begin to share information on activities at that time. We will be obligated for the rooms so please do not cut the stay short but take advantage of all the activities including the reception and congressional briefings.

Get Acquainted Dinner held for New Commander, Colonel Dalessio The MDSA recently coordinated a dinner with Colonel Joseph Dalessio and numerous community leaders. The dinner, hosted by Arvest Bank, provided an opportunity for everyone to familiarize Colonel Dalessio to themselves and to the various aspects and resources in the community including our role in support. Community leaders were from the City of McAlester, Business and Industry, Education, Utilities, Banking and MDSA. We are very happy to have Colonel Dalessio join our community and McAAP.

Wounded Warrior Hunting Article in Tulsa Newspaper During a recent hunt by Wounded Warriors at the McAAP in October, a reporter from the Tulsa World, sat in on a campfire event and interviewed three WW participating in a controlled hunt. The article in the October 27th Sunday edition, noted the contribution which the hunt has to a feeling of wholeness by the vets. Noted also was the support given by volunteers in the hunt as well as fund raising by the MDSA to purchase necessary equipment. Thanks again to all who so freely gave to make this, ongoing event, a reality.

Former Oklahoma Congressman, Brad Carson, is being nominated for Under Secretary of the Army President Obama has announced his intention to nominate Brad Carson, currently Army General Counsel, to be the Under Secretary of the Army. Carson, a Democrat, served in Congress from 2001 to 2004 and represented this congressional district. Once confirmed, Carson should be a strong ally for SE Oklahoma and the Defense Industry. He is a Navy veteran who served, imbedded with the Army in Iraq in 2008 and 2009. He is very informed and experienced in government, defense, Native American and Energy issues serving in leadership roles in each of these areas. We look forward to seeing him in our McAlester Stampede this coming May in Washington DC.

Privatization emphasis in Defense People in the know, are aware of increased emphasis in defense to privatize as much of the defense department activity as possible. This increases our concerns about protecting the Government Owned-Government Operated (GO-GO) status of McAAP. There are definite, national defense and economic reasons to keep it such. We will be increasing our efforts to orient everyone as to the benefits of GO-GO for McAAP. It is a subject that requires an offensive approach and not just a defense.

Our hearts go out to our Friend and Senator and Mrs. Jim Inhofe in the recent tragic loss of their son Dr. Perry Inhofe in the plane crash on November 10th near Owasso, Oklahoma. A memorial was sent by MDSA and FMA in his honor.

Linda Daniels

From: Cora Middleton
Sent: Friday, February 14, 2014 4:21 PM
To: Linda Daniels
Subject: FW: OMAG Claim denial from 02.11.14 meeting

FYI

From: Cora Middleton
Sent: Friday, February 14, 2014 4:14 PM
To: Peter Stasiak
Subject: OMAG Claim denial from 02.11.14 meeting

Pete,

I just wanted to let you know that I have spoken with both Delane Arrington and the OMAG claims examiner regarding the above referenced claim. The Claims Examiner told me that when she spoke to Delane after this claim had been filed, he told her that the decorative light pole had to have been hit by a car to cause it's weld to break which allowed it to be blown over by the wind the day of the claim. To his knowledge no one had reported the pole being hit by a vehicle prior to that day. The claimant told the Claims Examiner that she had not hit the pole. That was the information that the Claims Examiner used to make her recommendation to deny the claim.

It is ultimately the Council's decision to concur with OMAG's recommendation or to pay the claim. If they decide to pay the claim the Claims Examiner recommended that the City just pay the claim rather than having OMAG process the payment since they had recommended denial.

I think that we need to have a form to be completed by any employee reporting to an incident such as this. This was everything is in writing and fresh on the employees mind. We already have forms for sewer backups and phone cable cuts. I will look for or develop such a form to be used in the future.

Cora Middleton, CMC
City Clerk
City of McAlester
(918)423-9300 ext. 4956

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02/14/2014



Oklahoma Municipal Assurance Group

3650 S. Boulevard • Edmond, OK 73013-5581 • 405/657-1400 • 800/234-9461 • fax: 405/657-1401 • www.omag.org

"D"

30

January 27, 2014

Ms. Cora Middleton
City of McAlester
PO Box 578
McAlester, OK 74502-0578

Re: Member : City of McAlester
Claimant : K-Lea McCombs
Date of Loss : 11/16/13
Claim No. : 134947-TW

Dear Ms. Middleton:

We have completed our investigation regarding the above referenced claim. It is our recommendation to the City of McAlester that this claim be denied. We find no liability on the City's part, regarding this incident.

Under the Governmental Tort Claims Act, 51 Okla. Sec 157(A), this claim will be deemed denied ninety (90) days after it was received by City of McAlester or on 02-25-14. 51 Okla. Stat. Sec 157 (B) requires any lawsuit under the Act to be commenced within one hundred eighty (180) days after denial of the claim.

Thus to begin the 180-day statute of limitations prior to 02-25-14 we suggest you docket this claim for denial at the next meeting of your municipal governing body. **For the 180-day period to start running, the claimant must be notified in writing at the address on the claim within five (5) days of the denial.** To document compliance with the Act, we recommend that you send notice of denial of the claim by certified mail.

Please advise us as soon as possible of any official action taken by the municipal governing body on denial of this claim.

Sincerely,

Tiara Wallace
Claims Examiner

Enclosure



Oklahoma Municipal Assurance Group

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January 27, 2014

Ms. K-Lea McCombs
2962 State Hwy 113
McAlester, OK 74501

Re: Member : City of McAlester
Claimant : K-Lea McCombs
Date of Loss : 11/16/13
Claim No. : 134947-TW

Dear Ms. McCombs:

As the adjuster for the Oklahoma Municipal Assurance Group, the general liability insurer for the City of McAlester, I am recommending denial of this claim and find no liability on the City's part for this claim.

Sincerely,

Tiara Wallace
Claims Adjuster

cc: City of McAlester ✓



Oklahoma Municipal Assurance Group

3650 S. Boulevard • Edmond, OK 73013-5581 • 405/657-1400 • 800/234-9461 • fax: 405/657-1401 • www.omag.org

December 3, 2013

K-Lea McCombs
2962 State Hwy 113
McAlester, OK 74501

Re: Member : City of McAlester
Claimant : K-Lea McCombs
Date of Loss : November 16, 2013
Claim Number : 134947 - TW

Dear Ms. McCombs:

This will acknowledge receipt of the above captioned claim. The undersigned will be directing the handling of this matter and will be in touch in the near future.

Sincerely,

A handwritten signature in cursive script that reads 'Tiara Wallace'.

Tiara Wallace
Claims Examiner

TW/JP

Cc: City of McAlester

NOTICE OF TORT CLAIM

OKLAHOMA MUNICIPAL ASSURANCE GROUP - MUNICIPAL LIABILITY PROTECTION PLAN

A. CLAIMANT REPORT

To the City of McAlester
Public entity you are filing this claim against.

PLEASE PRINT OR TYPE AND SIGN

IMPORTANCE NOTICE: The filing of this form with the City Clerk's office is only the initial step in the claim process and does not indicate in any manner the acceptance of responsibility by the City or its related entities. Written notice is required by law and shall be filed with the City Clerk within one (1) year from the date of occurrence. It will then be sent to OMAG Claims Dept. for investigation. You may expect them to contact you. Failure to file within such time frame may result in the claim being barred in its entirety. Other limitations to your claim may apply. (See Oklahoma Statutes Title 51, Section 151-172).

CLAIMANT(S) K-Lea McCombs CLAIMANT(S) SOCIAL SECURITY NO. _____
ADDRESS 2962 State HWY 113 CLAIMANT(S) DATE OF BIRTH _____
McAlester, OK 74501 PHONE: HOME() _____ BUS. () _____

Continue on another sheet if needed for any information requested)

- DATE AND TIME OF INCIDENT 11-16-13 11 a.m. (3:40) p.m.
- LOCATION OF INCIDENT E. Choctaw Ave, McAlester
- DESCRIBE INCIDENT WHILE I WAS WORKING AT TOTTIE'S A LIGHT POLE HAD FALLEN ON THE HOOD OF MY CAR. WITH THE 17MPH WIND AND UNSECURE BASE OF THE LIGHT POLE, IT HAD CAUSED THE LIGHT POLE TO FALL OVER & HIT/LAND ON THE HOOD OF MY AUTOMOBILE.
- LIST ALL PERSONS AND/OR PROPERTY FOR WHICH YOU ARE CLAIMING DAMAGES:

BODILY INJURY: WAS CLAIMANT INJURED? YES ___ NO X If yes, complete this section

Describe injury _____

WERE YOU ON THE JOB AT THE TIME OF INJURY? YES ___ NO ___ If so, please give name, address and phone number of company _____

NAME OF DOCTOR OR HOSPITAL _____

ALL MEDICAL BILLS (attach Copies) \$ _____

LIST OTHER DAMAGES CLAIMED \$ _____

TOTAL BODILY INJURY. \$ _____

PROPERTY DAMAGE: Proof that you are the owner of the vehicle or property allegedly damaged as specified in your claim will be required.

VEHICLE NAME MAZDA BODY TYPE SEDAN YEAR 2010

NOTE: If damage is to a vehicle, a photocopy of your motor vehicle title is required.

IF NOT A VEHICLE, DESCRIBE PROPERTY AND LOSS _____

PROPERTY DAMAGE (Attach repair bills or two estimates) \$ _____

LIST OTHER DAMAGES CLAIMED \$ _____

TOTAL PROPERTY \$ _____

5. NAME OF YOUR INSURANCE CO.	POLICY NO.	AMOUNT CLAIMED	AMOUNT RECEIVED
<u>PROGRESSIVE</u>	<u>62461019</u>	_____	_____

6. The names of any witnesses known to you.

Name	Address	Phone Number
Name	Address	Phone Number

STATE THE EXACT AMOUNT OF COMPENSATION YOU WOULD ACCEPT AS FULL SETTLEMENT ON THIS CLAIM. TOTAL CLAIM \$ _____

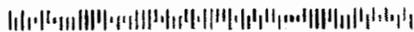
[Signature]
SIGNATURE(S)

11/26/13
DATE

CERTIFICATE OF TITLE

STATE OF OKLAHOMA

VEHICLE IDENTIFICATION NUMBER: 1YVHZ8BH3A5M39878	YEAR: 2010	MAKE: MAZD	TITLE NO: 557910095020B
BODY TYPE: 4D	MODEL: M6I	DATE 1st SOLD: 04/02/2010	DATE ISSUED: 07/13/2012
AGENT NO: 6107		ODOMETER: 50597	TYPE OF TITLE: TRANSFER
NAME AND ADDRESS OF VEHICLE OWNER:			DATE INS. LOSS OR SALVAGE:


KLEA MCCOMBS
RR 2 BOX 47B
MCALESTER OK 74501-9604

THIS VEHICLE IS SUBJECT TO THE FOLLOWING LIEN(S):
06/26/2012 10:18 THE BANK N.A.

It is hereby certified that according to the records of the Oklahoma Tax Commission, the person named herein is the owner of the vehicle described above which is subject to a lien(s) as herein shown; the vehicle may be subject to other liens or security interests.

CONTROL NO. **121956107A4315**

(This is not a title number)

IF REGISTERED OWNER (SELLER) IS A LICENSED DEALER, PLACE OKLAHOMA MOTOR VEHICLE TAX STAMP HERE

ASSIGNMENT OF TITLE BY REGISTERED OWNER (If Dealer, List License # Here: _____)

I/we hereby assign and warrant ownership of the vehicle described on this certificate to the following, subject only to the liens or encumbrances, if any, properly noted on this certificate.

Purchaser(s) Name (Type or Print): _____

Purchaser(s) Complete Address: _____

Actual Purchase Price of Vehicle: _____

I certify to the best of my knowledge that the ODOMETER READING reflected on the vehicle's odometer and listed below is the ACTUAL MILEAGE of the vehicle UNLESS one of the accompanying statements is checked:

1 The odometer has exceeded its mechanical limits.

2 The odometer reading is NOT the actual mileage. Warning — Odometer Discrepancy

Signature of Seller(s): _____ Printed Name of Seller(s): _____

Subscribed and Sworn to Before me this _____ Day of _____, 20____

Notary Public: _____ Commission Expiration: _____

Notary Seal / Stamp Here

Notarization required only of seller's signature(s). Affix notary seal/stamp to the right.

Signature of Buyer(s): _____ Printed Name of Buyer(s): _____

OKLAHOMA TAX COMMISSION / MOTOR VEHICLE DIVISION NOTICE OF TRANSFER

(SUBMISSION OF THIS FORM IS OPTIONAL - REFER TO INSTRUCTIONS ON REVERSE)

VEHICLE IDENTIFICATION NUMBER **1YVHZ8BH3A5M39878** TITLE NUMBER **557910095020B**

BUYER'S NAME (Printed): _____

BUYER'S ADDRESS/CITY/STATE/ZIP _____

SELLER'S NAME (Printed): _____

SELLER'S ADDRESS/CITY/STATE/ZIP _____

SIGNATURE OF SELLER _____ DATE OF SALE _____

CONTROL No. (Not a Title Number) _____ VEHICLE LICENSE PLATE NUMBER: _____

NOTICE OF TRANSFER FILING FEE: \$10.00

W

**MCALESTER POLICE DEPARTMENT
Radio Log Record**

CALL INFORMATION

Agency: *McAlester Police Department* Date / Time: *11/16/2013 15:43*
Call Type: *ACCIDENT, NON INJURY SIG 76* Disposition: *HANDLED BY OFFICER*
Final Call:
Entered by: *BOYLES, KIMBERLY*
Location: *DOTTIES*
Tag Number: *474GWO*
Notes: *113 E CHOCTAW / LIGHT POLE FELL ACROSS FEMALES CAR // 10-21 DELANE, HE IS EN ROUTE*

CALLER INFORMATION

Name: *MCCOMBS, K-LEA*
Phone Number: *(918)421-0310*
Location: *113 E CHOCTAW*

PARTY INFORMATION

1 COX, BOBBY J (MCALESTER POLICE DEPARTMENT)

Called : *11/16/2013 15:44* Arrived : *11/16/2013 15:46* Completed : *11/16/2013 16:30*

Notes : *Unit#1 2010 Mazda Ok Tag# 474GWO Owner: K-Lea McCombs Ok Oln# J082853990 Phn# 918-421-0310 Insurance: Progressive Northern/ Ricks and James agncy policy# 62404049 A gency Phn# 918-423-7926....It appeared that the light pole collapsed with the wind and landed on the rp's vehicle. The light pole was adjacent to the rp's vehicle when it fell and there was no other vehicle's present and none observed leaving the area during incident. There was damage to the passenger -side front fender and hood on the rp's vehicle. Street was contacted and the pole was disconnected from the electrical and sat aside.*

<u>Date / Time</u>	<u>Type</u>	<u>Notes</u>
<i>11/16/2013 15:48</i>	<i>Call Party 10-21</i>	<i>STREETS OR LIGHTS DEPT, WIRES EVERYWHERE</i>

Date: 11/19/2013 02:22 PM
 Estimate ID: 9280
 Estimate Version: 0
 Preliminary
 Profile ID: Shop

BUCK WILSON FRAME AND BODY INC.

103 Oklahoma Ave., McAlester, OK 74501
 (918) 423-3161
 Fax: (918) 423-3416
 Email: office@buckwilsoncustoms.com



Damage Assessed By: Jason Wilson

Deductible: 0.00
 Claim Number: 9280

Insured: McCombs, K-Lea

Mitchell Service: 911099

Description: 2010 Mazda 6 i Grand Touring

Body Style: 4D Sed

VIN: 1YVHZ8BH3A5M39878

OEM/ALT: O

Options:

Drive Train: 2.5L Inj 4 Cyl 5A FWD

Search Code: None

PASSENGER AIRBAG, DRIVER AIRBAG, POWER DRIVER SEAT, POWER LOCK, POWER WINDOW
 REAR WINDOW DEFOGGER, CRUISE CONTROL, TILT STEERING COLUMN, LEATHER SEAT
 TELESCOPIC STEERING COLUMN, PREMIUM SOUND SYSTEM, ANTI-LOCK BRAKE SYS.
 TRACTION CONTROL, FOG LIGHTS, ALUM/ALLOY WHEELS, AUXILIARY INPUT
 LEATHER STEERING WHEEL, POWER ADJUSTABLE EXTERIOR MIRROR, AUTOMATIC TRANSMISSION
 FRONT AIR DAM, TINTED GLASS, AUTO AIR CONDITION, TRIP COMPUTER, SUBWOOFER
 VARIABLE ASSISTED STEERING, SIDE AIRBAGS, ANTI-THEFT SYSTEM
 AUTOMATIC HEADLIGHTS, SIDE HEAD CURTAIN AIRBAGS
 AM/FM STEREO CD CHANGER/MP3 PLAYER, ELECTRONIC STABILITY CONTROL
 FRONT HEATED BUCKET SEATS, INTERIOR AIR FILTER, KEYLESS ENTRY SYSTEM
 POWER DISC BRAKES, POWER LIFTGATE/TRUNK, SIDE BLIND ZONE ALERT
 STEERING WHEEL AUDIO CONTROLS, SUNROOF/MOONROOF (POWER)

Line Item	Entry Number	Labor Type	Operation	Line Item Description	Part Type/ Part Number	Dollar Amount	Labor Units
<u>Front Bumper</u>							
1	100694	REF	REFINISH	Frt Bumper Cover			C 2.6
2	100696	BDY	OVERHAUL	Frt Bumper Cover Assy			3.0 #
<u>Hood</u>							
3	100085	BDY	REMOVE/REPLACE	Hood Panel	GS3L-52-310	533.96	1.5
4		REF	REFINISH	Hood Outside			C 2.5
5		REF	REFINISH	Hood Underside			1.2
<u>Front Fender</u>							
6	100210	BDY	REMOVE/REPLACE	R Fender Panel	GS3L-52-110A	278.51	1.8 #
7		REF	REFINISH	R Fender Outside			C 1.6
8		REF	REFINISH	R Fender Edge			0.5
9	100211	BDY	REPAIR	L Fender Panel	Existing		1.0 #
10		REF	REFINISH	L Fender Outside			C 1.6
<u>Additional Operations</u>							
11	933021	REF	ADD'L OPR	De-Nib And Finesse			1.0*
12		REF	ADD'L OPR	Clear Coat			2.2
13	933005	BDY	ADD'L OPR	Restore Corrosion Protection		10.00 *	
14	933018	REF	ADD'L OPR	Mask For Overspray		5.00 *	
<u>Additional Costs & Materials</u>							
15			ADD'L COST	Paint/Materials		427.00 *	
16			ADD'L COST	Shop Materials		10.00 *	
17			ADD'L COST	Hazardous Waste Disposal		5.00 *	

ESTIMATE RECALL NUMBER: 11/19/2013 14:22:50 9280

Mitchell Data Version: OEM: OCT_13_V

Software Version: 7.1.140

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Page 1 of 2

* - Judgment Item
 # - Labor Note Applies
 C - Included in Clear Coat Calc

Estimate Totals

I. Labor Subtotals	Units	Rate	Add'l Labor Amount	Sublet Amount	Totals	II. Part Replacement Summary	Amount
Body	7.3	48.00	10.00	0.00	360.40 T	Taxable Parts	812.47
Refinish	13.2	48.00	5.00	0.00	638.60 T	Sales Tax @ 9.000%	73.12
Taxable Labor					999.00	Total Replacement Parts Amount	885.59
Labor Summary	20.5				999.00		
III. Additional Costs						IV. Adjustments	Amount
Taxable Costs					437.00	Insurance Deductible	0.00
Sales Tax @ 9.000%					39.33	Customer Responsibility	0.00
Non-Taxable Costs					5.00		
Total Additional Costs					481.33		
Paint Material Method: Rates							
Init Rate = 35.00 , Init Max Hours = 99.9, Addl Rate = 0.00							
						I. Total Labor:	999.00
						II. Total Replacement Parts:	885.59
						III. Total Additional Costs:	481.33
						Gross Total:	2,365.92
						IV. Total Adjustments	0.00
						Net Total:	2,365.92

This is a preliminary estimate.
Additional changes to the estimate may be required for the actual repair.

All our work is guaranteed for as long as you own this vehicle.
 (Excludes rock chips, scratches and normal wear items, or incidents
 determined to be unrelated to this claim.)

Thank You.

Cora Middleton

From: Cora Middleton
Sent: Wednesday, November 27, 2013 11:52 AM
To: Shawn Smith
Subject: vehicle damage on 11.16 13

Shawn,

On Nov. 16th K-Lea McCombs was parked in front of Dottie's on Choctaw. During that time, Ms. McCombs says that one of the decorative light poles was blown over and fell on the hood of her car. She has submitted a claim form with a police radio log and an estimate for repair. I am going to forward this to Mary Ellis at OMAG, but I am not sure if those lights are the City of McAlester's responsibility. I contacted Mel and he suggested that I get with John or Delane to verify ownership. I just wanted to let you know what was going on with this incident

Thank you,

Cora Middleton, CMC
City Clerk
City of McAlester
(918)423-9300 ext. 4956

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Cora Middleton

From: Cora Middleton
Sent: Wednesday, November 27, 2013 12:08 PM
To: 'Mary Ellis'
Subject: Auto damage claim-K-Lea McCombs

Attachments: CCE11272013_0005.jpg; CCE11272013_0006.jpg; CCE11272013_0007.jpg; CCE11272013_0008.jpg; CCE11272013_0009.jpg



CCE11272013_0005.jpg (605 KB)



CCE11272013_0006.jpg (402 KB)



CCE11272013_0007.jpg (321 KB)



CCE11272013_0008.jpg (428 KB)



CCE11272013_0009.jpg (283 KB)

Mary,

Attached are claim documents for an incident that allegedly occurred on Nov. 16, 2013 in Worcester. The claimant is saying that a decorative light pole was blown over and fell onto the hood of the car.

I will need to verify ownership of the light pole before the City can accept or deny responsibility, but I thought it would be better to go through the process.

Thank you,

Cora

Cora Middleton

From: Cora Middleton
Sent: Monday, December 02, 2013 11:23 AM
To: 'Mary Ellis'
Subject: K-Lea McCombs claim

Mary,

I just verified with the City Engineer/PW Director and the City of McAlester is responsible for the decorative light poles along Choctaw Avenue. I just wanted to let you know of this information for your files on this claim.

*Cora Middleton, CMC
City Clerk
City of McAlester
(918)423-9300 ext. 4956*

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12/02/2013

ADDENDUM NO. 6

12 2014 "E"
[Handwritten signature]

The Water Purchase Contract between the City of McAlester, Oklahoma, hereafter referred to as the "City" and Oklahoma State Penitentiary, hereafter referred to as the "District", dated January 1, 2008, is amended in the following particulars by mutual agreement of the City and the District in consideration of those mutual promises made:

1. Term of Contract: That the term of the water purchase contract is hereby renewed and extended for a period of one (1) year. That the effective dates of such contract shall be from January 1, 2014 to and including December 31, 2014.

2. Rate of Payment: That the wholesale rate to be paid the City by the District during this contract period for water purchased shall be \$ 3.00 per 1,000 gallons.

3. Other Amendments:

In all other respects, the provisions of the water purchase contract between the City and the District dated January 1, 2008, which are unaffected by the above stated amendments shall remain in full force and effect during such extended contract period.

Agreed and signed as of this _____ day of _____ 2014, regardless of the actual date of signing.

(SEAL)

Attest:

City of McAlester, Oklahoma

City Clerk

by: _____

Mayor

(SEAL)

Attest:

Oklahoma State Penitentiary

Melody Bryant
expired 6-18-14
#10004908
by: *Quita Jammal*
MELODY BRYANT
NOTARY
10004908
EXP. 06/18/14
PUBLIC
STATE OF OKLAHOMA

" 7 "

ADDENDUM NO. 6

The Water Purchase Contract between the City of McAlester, Oklahoma, hereafter referred to as the "City" and Pittsburg County Rural Water District No. 6, hereafter referred to as the "District", dated January 1, 2008, is amended in the following particulars by mutual agreement of the City and the District in consideration of those mutual promises made:

1. Term of Contract: That the term of the water purchase contract is hereby renewed and extended for a period of one (1) year. That the effective dates of such contract shall be from January 1, 2014 to and including December 31, 2014.

2. Rate of Payment: That the wholesale rate to be paid the City by the District during this contract period for water purchased shall be \$ 3.00 per 1,000 gallons.

3. Other Amendments:

In all other respects, the provisions of the water purchase contract between the City and the District dated January 1, 2008, which are unaffected by the above stated amendments shall remain in full force and effect during such extended contract period.

Agreed and signed as of this _____ day of _____ 2014, regardless of the actual date of signing.

(SEAL)

Attest:

City of McAlester, Oklahoma

City Clerk

by: _____
Mayor

(SEAL)

Attest:

Pittsburg County RWD No. 6

Chester Hansley
Board Secretary

by: *Jim Pennington*
Chairman

Brent Grilliot
528 E. Adams Ave.
McAlester, Ok 74501

BIO

McAlester Native, MHS Alumni, Graduate of ECU Business Adm with concentration in Economics and Finance. Twenty years - MPS Classroom Instructor.

Currently employed as Business Manager, McAlester Public Schools. Retired Major, USAF Reserve, 23 years Logistics and Finance Officer.

Lifelong member of First United Methodist Church. Married to Debbie Grilliot for 30 years. Two grown Children, Clark Grilliot, DDS, Paige Grilliot, Grad student at Oklahoma City University, and one perfect granddaughter named Holly.

Linda Daniels

From: Cora Middleton
Sent: Friday, February 14, 2014 4:29 PM
To: Linda Daniels
Subject: FW: Board member's term

From: Cara Bland [mailto:carabland@gmail.com]
Sent: Thursday, February 13, 2014 9:49 AM
To: Sonya Stone
Cc: Cora Middleton
Subject: Re: Board member's term

Cora, Brent Grilliot has indicated to me that he would accept a reappointment for a new full term. Thank you.
Cara Bland

Sent from my iPhone

On Feb 12, 2014, at 3:15 PM, Sonya Stone <Sonya_s@mrhcok.com> wrote:

Please see Cora's email below and let me know if you would like for me to contact Mr. Grilliot. I have CC Cora so you will have her email address.

Sonya D. Stone
Executive Assistant
McAlester Regional Health Center
1 Clark Bass Boulevard
McAlester, OK 74501
Office: 918 421-8001
ssone@mrhcok.com

Confidentiality Statement: Medical records are protected under State and Federal confidentiality laws. If you have received this transmission by mistake, please contact our office immediately. You are instructed to NOT re-release this patient information without the consent of McAlester Regional Health Center.

From: Cora Middleton [mailto:cora.middleton@cityofmcalester.com]
Sent: Wednesday, February 12, 2014 3:01 PM
To: Sonya Stone
Subject: RE: Board member's term

Sonya,

If you or maybe Cara would contact Brent that would be great. If he does want to serve another term, then just send me an email or have Cara send me something indicating that Brent will serve another term, I will pass that information on to the Mayor. If Brent does not wish to serve again hopefully Cara will have someone in mind to recommend. If Cara has any questions just have her give me a call.

I will get those copies to you in a few minutes.

Cora

From: Sonya Stone [mailto:Sonya_s@mrhcok.com]
Sent: Wednesday, February 12, 2014 2:56 PM

02/14/2014

To: Cora Middleton
Subject: RE: Board member's term

Cora,

Wow you are correct, my records show his term expires February 28, 2014. He finished out the term for Charlotte Donathan. Yes Cara Bland is Chairman and Evans Vice Chair. I have just spoke with Cara and she suggested The Mayor re-appoint him. Not sure if he even wants to be re-appointed. How will that work? Should we contact him or does the City?

Sonya D. Stone
Executive Assistant
McAlester Regional Health Center
1 Clark Bass Boulevard
McAlester, OK 74501
Office: 918 421-8001
ssone@mrhcok.com

Confidentiality Statement: Medical records are protected under State and Federal confidentiality laws. If you have received this transmission by mistake, please contact our office immediately. You are instructed to NOT re-release this patient information without the consent of McAlester Regional Health Center.

From: Cora Middleton [<mailto:cora.middleton@cityofmcalester.com>]
Sent: Tuesday, February 11, 2014 4:53 PM
To: Sonya Stone
Subject: Board member's term

Sonya,

My records are showing that Brent Grilliot's term on the MRHCA ends this month. Is Evans McBride the Vice-Chair and Cara Bland the Chairman of that Board? If so I will try to contact them about this term.

Thank you,

Cora Middleton, CMC
City Clerk
City of McAlester
(918)423-9300 ext. 4956

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02/14/2014



City of McAlester, Oklahoma

**COMPREHENSIVE
ANNUAL FINANCIAL REPORT**

FOR THE FISCAL YEAR ENDED JUNE 30, 2013

THE CITY OF MCALESTER, OKLAHOMA
COMPREHENSIVE ANNUAL FINANCIAL REPORT
AND ACCOMPANYING
INDEPENDENT AUDITOR'S REPORT
AS OF AND FOR THE FISCAL YEAR ENDED
JUNE 30, 2013

Prepared By:
City of McAlester Department of Finance
Toni Ervin, Chief Financial Officer

CITY OF MCALESTER, OKLAHOMA
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INTRODUCTION SECTION

City of McAlester

PO BOX 578 - 28 EAST WASHINGTON - MCALESTER, OKLAHOMA 74502-0578 (918)423-9300 FAX (918)421-4971

January 21, 2014

Honorable Mayor, Members of the City Council and the Citizens of the City of McAlester, Oklahoma:

The Comprehensive Annual Financial Report of the City of McAlester for the fiscal year ended June 30, 2013, is hereby submitted as mandated by the city charter and state statutes. The City is required to publish a complete set of financial statements presented in conformance with generally accepted accounting principles (GAAP) and audited in accordance with generally accepted auditing standards by a firm of licensed certified public accountants.

Management assumes the responsibility for the accuracy of the data and the completeness and reliability of the information contained in this report. Management of the City is responsible for establishing and maintaining an internal control structure designed to ensure that assets of the City are protected from loss, theft or misuse in order to ensure that adequate accounting data is compiled to allow for the preparation of the financial statements in conformity with generally accepted accounting principles. Due to cost, internal controls should not exceed the anticipated benefits of providing the control, the internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met.

The City's financial statements have been audited by Cole and Reed, P.C., a firm of licensed certified public accountants. The independent audit was conducted to provide reasonable assurance that the financial statements of the City are free of material misstatement. The independent auditor has issued an unmodified ("clean") opinion on the City's financial statements for the year ended June 30, 2013. The independent auditor's report is presented as the first component of the financial section of this report.

Management provides a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The City's MD&A can be found immediately following the independent auditor's report.

Profile of the Government

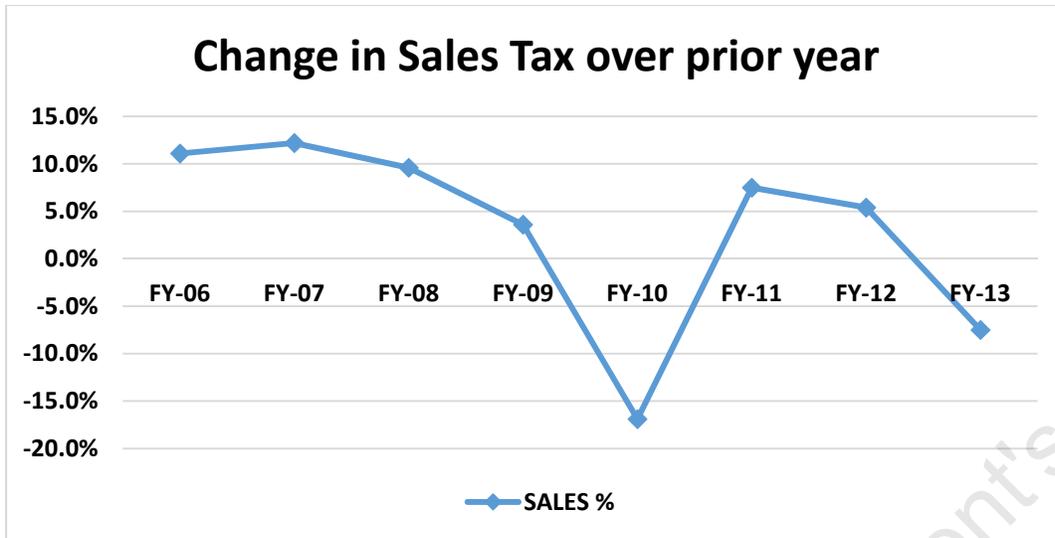
McAlester is located in Southeast Oklahoma. The City is governed by the Council-Manager form of government. This form of government most closely resembles the private sector with the Manager serving as the Chief Executive Officer, the Mayor as the Chairman of the Board, and the Council as the Board of Directors. The City Council is the legislative body for the City of McAlester. It is comprised of the Mayor, Vice-Mayor and five council members who are elected to serve four-year terms. The seven members represent each of the City's six wards.

The City of McAlester provides a variety of municipal services to 18,000+ residents, including police and fire protection, planning and zoning services, parks and recreational activities, and the construction and maintenance of streets, and other infrastructure. The City also provides water, wastewater, storm water, and solid waste to its residents under the legal entity of (MPWA) McAlester Public Works Authority.

The City operates on a fiscal year basis, beginning July 1st and ending June 30th. All funds of the City with revenues and expenditures are required to have annual budgets. The City Manager's proposed operating budget for the fiscal year commencing the following July 1 is submitted to the City Council prior to June 1. A public hearing is held prior to June 15 to obtain citizen comments. Subsequent to the public hearing but not later than seven days prior to July 1, the budget is adopted by Ordinance of the City Council. The adopted budget is filed with the Office of State Auditor and Inspector. The appropriated budget is prepared by fund, function, and department. All supplemental appropriations require City Council approval. The City Manager may transfer appropriations between departments without City Council approval up to \$25,000. Supplemental appropriations must also be filed with the Office of the State Auditor and Inspector. The City maintains an encumbrance accounting system as one technique of accomplishing budgetary control.

Local Economy

The City relies on sales and other taxes to fund the majority of its governmental operations. These revenue streams are volatile and consequently the City's finances are directly impacted by economic conditions.



Major Initiatives

By vote of the people, cooperation and leadership from the mayor and council, city management and staff, numerous accomplishments were achieved in fiscal year 2012-13. We were able to save millions by passing a refinancing of our 1999A bonds. By using the projected savings from the refinancing, we were able to pass a bond dedicated to Street Improvements. In addition, the City's management has prioritized the funding of capital improvements and infrastructure repairs throughout the City. With a constant monitoring of budget expenditures, the City's staff looks for every opportunity to seek cost savings and efficiencies to prioritize the City's overall strategic plan.

The preparation of this Comprehensive Annual Financial Report is a combined effort of the Finance Department with the professional assistance of Crawford & Associates, P.C. Our sincere appreciation is extended to all who contributed to its preparation.

Finally, we would like to thank the Mayor and the members of the City Council and the members of the Audit and Finance Committee for their policy guidance which is contained in this document. As the governing body, we appreciate their leadership, encouragement and support in strengthening and improving the fiscal policies of the City of McAlester.

Respectfully Submitted,

Peter Stasiak
City Manager

Toni Ervin
Chief Finance Officer

**CITY OF MCALESTER, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2013**

CITY OF MCALESTER, OKLAHOMA

LIST OF PRINCIPAL OFFICIALS

JUNE 30, 2013

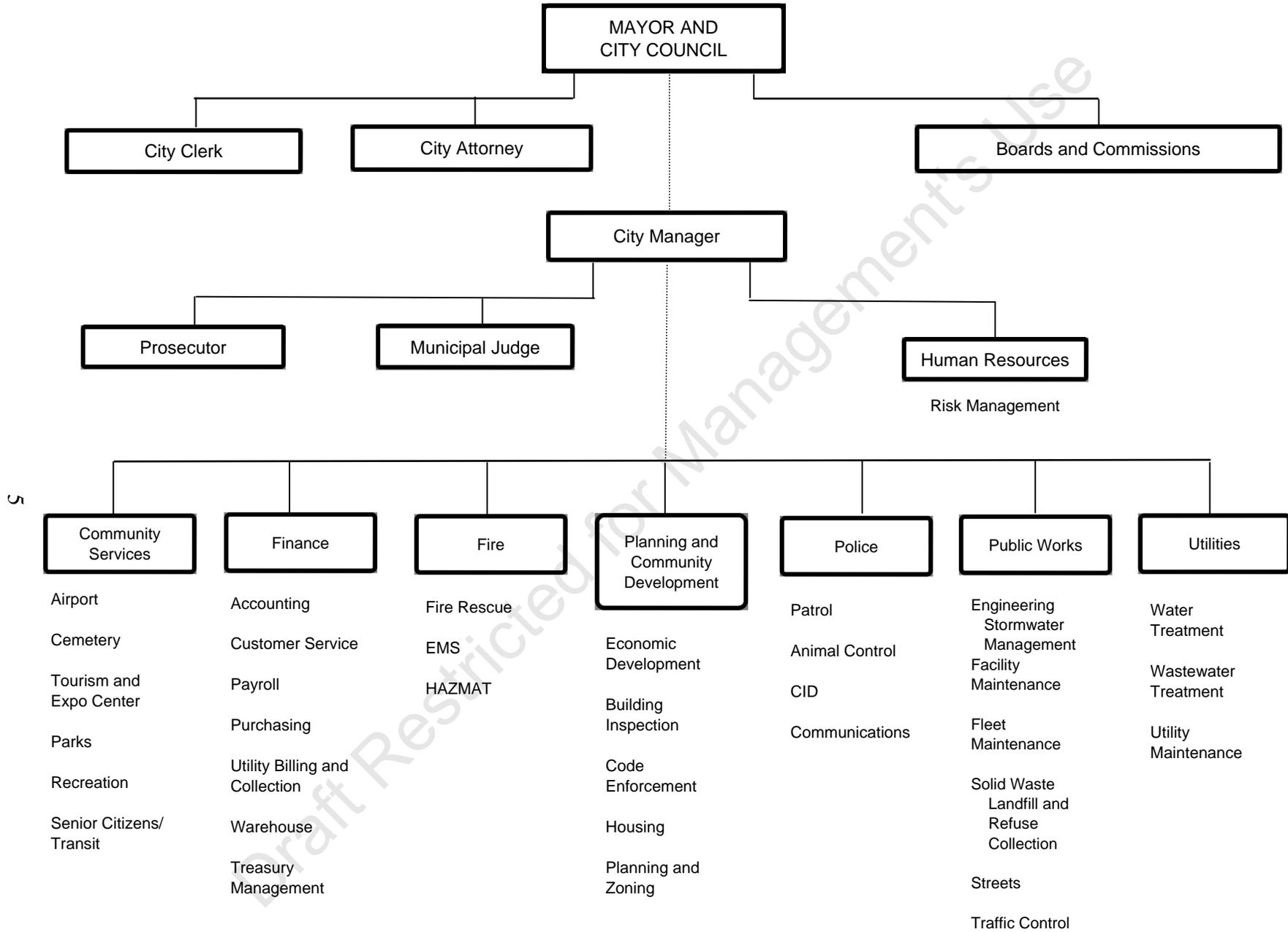
City Council

Steve Harrison, Mayor
Weldon Smith, Member Ward 1
John Titsworth, Member Ward 2
Travis Read, Member Ward 3
Robert Karr, Member Ward 4
Buddy Garvin, Member Ward 5
Sam Mason, Vice-Mayor, Ward 6

Administration

Peter J. Stasiak	City Manager
Cora Middleton	City Clerk
Toni Ervin	Chief Financial Officer

City of McAlester



**CITY OF MCALESTER, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2013**

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FINANCIAL SECTION

Independent Auditors' Report

Honorable Mayor and City Council
City of McAlester
McAlester, Oklahoma

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of McAlester, Oklahoma (the "City") as of and for the year ended June 30, 2013, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We did not audit the financial statements of the McAlester Regional Health Center Authority (the "Authority"), which represents 99.9% of the total assets, net assets and revenues, respectively, of the aggregate discretely presented component units. Those financial statements were audited by other auditors, whose report thereon has been furnished to us, and our opinion, insofar as it relates to the amounts included for the Authority, is based solely on the report of the other auditors. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, based on our report and the report of the other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component units, each major fund, and the aggregate remaining fund information of the City of McAlester, Oklahoma, as of June 30, 2013, and the respective changes in financial position and, where applicable, cash flows thereof, for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note B to the financial statements, in 2013, the City adopted several new accounting pronouncements issued by the Government accounting Standards Board, including GASB Statements No. 63 and 65. The provisions of GASB Statements No. 63 and 65 required the City to restate its beginning net position. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management’s discussion and analysis, schedules of pension plan funding progress and other post-employment benefits funding progress, and the general fund and major special revenue funds budgetary comparison schedule, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management’s responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City’s basic financial statements. The combining and individual nonmajor fund financial statements and other supplementary schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The combining and individual nonmajor fund financial statements and other supplementary schedules have been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements and other supplementary schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

The accompanying Introductory and Statistical sections, as listed in the table of contents, have not been subjected to the procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or any other form of assurance on them.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report (under separate cover) dated January 21, 2014, on our consideration of the City’s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City’s internal control over financial reporting and compliance.

Cole & Reed P.C.

Oklahoma City, Oklahoma
January 24, 2014

As management of the City of McAlester, we offer readers this narrative overview and analysis of the financial activities of the City of McAlester for the fiscal year ended June 30, 2013. We encourage readers to use this information in conjunction with the City's financial statements, which follow this section.

FINANCIAL HIGHLIGHTS

- The City's overall financial position improved during the year ended June 30, 2013. Total net position increased by \$2,138,494 and the City's total government-wide assets continued to exceed its total liabilities at June 30, 2013, by \$22,339,695 which represents its total government-wide net position.
- The City's governmental activities experienced a decrease in net position of \$4,713,911, while business-type activities experienced a current year increase in net position of \$6,852,405. However, while overall financial condition did improve from the prior year, there are still several areas of concern and conditions that are worth noting in terms of the City's financial position. These concerns or conditions include the following:
 - While the City has total government-wide net position amounting to \$22,339,695, there is a total of \$56,075,225 net investment in capital assets and \$17,681,414 of net position restricted for various purposes, thus leaving the City with a negative \$51,416,944 of unrestricted net position, with \$54,744,596 of negative unrestricted net position located in the City's business-type activities and a positive \$3,327,652 of unrestricted net position in the City's governmental activities. The majority of this negative balance is the result of the McAlester Public Works Authority (MPWA) issuing revenue bonded indebtedness related to activities and capital improvements on behalf of the City's governmental activities including street and drainage improvements. A smaller portion is the result of the MPWA issuing revenue bonded indebtedness for the benefit of entities not included within the City's primary government, primarily school system improvements and economic development activities. The net result of these debt issues by the MPWA for capital items on behalf of others causes the debt to be shown by the MPWA in the business-type activity column. Capital assets for the City that were purchased by these debt issues are found in the governmental activities column, and in the case of the school system improvements and economic development, they are not shown at all in these financial statements, but rather in each of those entities separate financial statements. Most of this debt is expected to be retired from future dedicated sales tax collections. The result of reporting the long-term debt without corresponding capital assets is to report a large negative amount of unrestricted net position.
 - At June 30, 2013, the City's governmental funds reported combined ending fund balances of \$14,331,269. That net amount is the result of \$9,774,023 in restricted fund balance, \$2,208,975 of assigned fund balance, and \$2,348,271 in unassigned fund balance.

OVERVIEW OF THE FINANCIAL STATEMENTS

The financial statements presented herein include all of the activities of the financial reporting entity of the City of McAlester (the "City"). The financial reporting entity consists of the following separate legal entities:

- The Primary Government
 - City of McAlester
 - McAlester Public Works Authority
 - McAlester Airport Authority
 - McAlester Municipal Improvement Authority (currently inactive)
- Discretely Presented Component Units
 - McAlester Regional Health Center
 - McAlester Parking Authority

The entities included as part of the primary government are included in this report within the governmental-wide statements in either of two categories of activities – governmental and business-type. The discretely presented component units are combined and reported in a single column labeled Component Units. This management discussion and analysis focuses on the primary government as defined above.

The governmental-wide financial statements present the complete financial picture of the City from the economic resources measurement focus using the accrual basis of accounting. They present governmental activities and business-type activities separately and combined. For governmental activities, these statements tell how these services were financed in the short term as well as what remains for future spending. Fund financial statements also report the City's operations in more detail than the government-wide statements by providing information about the City's most significant funds. These statements include all assets of the City (including infrastructure) as well as all liabilities (including long-term debt).

Reporting the City as a Whole

The Statement of Net Position and Statement of Activities

This discussion and analysis is intended to serve as an introduction to the City of McAlester's basic financial statements. The Statement of Net Position and the Statement of Activities (on pages 19 & 20, respectively) report information about the City as a whole and about its activities in a way that helps answer questions. These statements include all assets, deferred outflows, liabilities and deferred inflows using the accrual basis of accounting, which is similar to the accounting used by most private-sector companies. All of the current year's revenues and expenses are taken into account regardless of when cash is received or paid.

These two statements report the City's net position and changes in net position from the prior year. You can think of the City's net position – the difference between assets, deferred outflows, liabilities and deferred inflows – as one way to measure the City's financial condition, or position. Over time, increases or decreases in the City's net position are one indicator of whether its financial health is improving, deteriorating, or remaining steady. However, you must consider other non-financial factors, such as changes in the City's tax base, the condition of the City's roads and other infrastructure, and the quality of services to assess the overall health of the City.

The Statement of Net Position and the Statement of Activities are divided into three types of activities:

- **Governmental activities** -- Most of the City's basic services are reported here, including the police, fire, general administration, streets, and parks. Sales taxes, franchise fees, fines, and state and federal grants finance most of these activities.
- **Business-type activities** -- The City's activities that charge a fee to customers to help cover all or most of the cost of certain services it provides. The City's water, sewer, and solid waste collections utilities, along with its airport activities, are reported here.
- **Discretely-presented component units** -- These account for activities of the City's reporting entity that do not meet the criteria for blending, and include the Regional Health Center Authority and the Parking Authority.

Reporting the City's Most Significant Funds

Fund Financial Statements

The fund financial statements provide detailed information about the most significant funds – not the City as a whole. The City of McAlester, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. Some funds are required to be established by State law and by bond covenants. However, management establishes many other funds to help it control and manage money for particular purposes or to show that it is meeting legal responsibilities for using certain taxes, grants and other money. All of the funds of the City of McAlester can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds -- Most of the City's basic services are reported in governmental funds, which focus on near-term inflows and outflows of spendable resources, as well as spendable resources available at the end of the fiscal year. These funds are presented on the modified accrual basis of accounting. Under this modified accrual basis of accounting, revenues are recognized when "measurable and available". The governmental fund statements provide a detailed short-term view of the City's general government operations and the basic service it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs. The differences of results in the governmental fund financial statements to those in the government-wide financial statements are explained in a reconciliation following each governmental fund financial statement.

Proprietary funds -- When the City charges customers for the services it provides – whether to outside customers or to other units of the City – these services are generally reported in proprietary funds. Enterprise funds are one type of proprietary funds and are used to report the same functions presented as business-type activities in the governmental-wide financial statements. The City uses enterprise funds to account for its water and sewer operations and solid waste collection, disposal services, and airport

services. Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail.

Fiduciary funds - When the City is responsible for assets that – because of a trust arrangement or other fiduciary requirement – can be used only for trust beneficiaries or other parties, such as the City's single employer Defined Benefit Retirement Plan and Trust Fund. The City is responsible for ensuring that the assets reported in these funds are used for their intended purpose. All of the City's fiduciary activities are reported in a separate statement of fiduciary net position and a statement of changes in fiduciary net position. We exclude these activities from the City's government-wide financial statements because the City cannot use these assets to finance operations.

A FINANCIAL ANALYSIS OF THE CITY AS A WHOLE

For the year ended June 30, 2013, net position for the governmental activities and business-type activities increased \$2,138,494. The results indicate the City, as a whole, improved its financial condition from the prior year.

The City of McAlester's Change in Net Position

	Governmental Activities	Business-type Activities	Total
Beginning net position, restated	\$ 48,580,906	\$ (28,379,705)	\$ 20,201,201
Increase (decrease) in net position	(4,713,911)	6,852,405	2,138,494
Ending net position	\$ 43,866,995	\$ (21,527,300)	\$ 22,339,695

Following is a summary comparison of change in net position from last year for the City of McAlester.

The City of McAlester's Net Position

	Governmental Activities		Business-type Activities		Total	
	2013	2012	2013	(Restated) 2012	2013	(Restated) 2012
Assets:						
Current and other assets	\$ 16,851,357	\$ 19,841,759	\$ 20,345,371	\$ 8,434,709	\$ 37,196,728	\$ 28,276,468
Capital assets	30,845,763	32,714,977	27,067,882	26,681,326	57,913,645	59,396,303
Total assets	47,697,120	52,556,736	47,413,253	35,116,035	95,110,373	87,672,771
Deferred Outflows of Resources:						
Unamortized loss on refunding	-	-	1,118,150	-	1,118,150	-
Liabilities:						
Long-term liabilities	3,096,273	3,160,252	68,117,287	61,252,933	71,213,560	64,413,185
Other liabilities	733,852	815,578	1,941,416	2,242,807	2,675,268	3,058,385
Total liabilities	3,830,125	3,975,830	70,058,703	63,495,740	73,888,828	67,471,570
Net position:						
Net investment in capital assets	30,765,320	32,432,860	25,309,905	24,511,925	56,075,225	56,944,785
Restricted	9,774,023	12,528,800	7,907,391	185,867	17,681,414	12,714,667
Unrestricted (deficit)	3,327,652	3,619,246	(54,744,596)	(53,077,497)	(51,416,944)	(49,458,251)
Total net position	\$ 43,866,995	\$ 48,580,906	\$ (21,527,300)	\$ (28,379,705)	\$ 22,339,695	\$ 20,201,201

The significant decrease in governmental activity restricted net position is primarily the result of the Dedicated Sales Tax-MPWA Fund starting the year with restricted net position of \$4,302,363 and ending the year with restricted net position of \$1,427,998. The change was due to the City using excess sales tax on hand to refund the 1999A Series Utility System Revenue Bonds.

The largest portion of the City's net position reflects its investment in capital assets, less any related debt used to acquire those assets that is still outstanding. This year the net investment in capital assets amounted to approximately \$56 million. Although the City's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

Another portion of the City's net position, \$17.7 million, represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position is generally considered to be used to meet the government's ongoing obligations to citizens and creditors. However, for the current year, this unrestricted net position amounted to approximately negative \$51 million. The majority of this negative balance is the result of the McAlester Public Works Authority (MPWA) issuing revenue bonded indebtedness related to activities and capital improvements on behalf of the City's governmental activities including street and drainage improvements. A smaller portion is the result of the MPWA issuing revenue bonded indebtedness for the benefit of entities not included within the City's primary government, primarily school system improvements and economic development activities. Most of this debt is expected to be retired from future dedicated sales tax collections. However, the result of reporting the long-term debt without corresponding capital assets is to report a large negative amount of unrestricted net position.

The City of McAlester's Statement of Activities

	Governmental Activities		Business-type Activities		Total	
	2013	2012	2013	2012	2013	2012
Revenues:						
Program revenues:						
Charges for Services	\$ 2,905,487	\$ 2,846,516	\$ 9,719,309	\$ 10,316,966	\$ 12,624,796	\$ 13,163,482
Grants & Contributions	1,211,012	1,130,423	-	1,874	1,211,012	1,132,297
Capital Grants & Contributions	231,653	143,137	665,393	364,662	897,046	507,799
General Revenues:						
Sales & Use Tax	14,056,846	15,256,164	-	-	14,056,846	15,256,164
Other Taxes	1,692,003	1,783,761	-	-	1,692,003	1,783,761
Other General Revenues	512,456	669,863	133,089	37,512	645,545	707,375
Total Revenues	20,609,457	21,829,864	10,517,791	10,721,014	31,127,248	32,550,878
Program Expenses:						
Legislature	119,631	119,262	-	-	119,631	119,262
Administration	2,593,075	2,605,293	-	-	2,593,075	2,605,293
Public safety	8,398,927	8,346,194	-	-	8,398,927	8,346,194
Community services	2,692,851	2,965,005	-	-	2,692,851	2,965,005
Administration services	1,073,174	1,057,394	-	-	1,073,174	1,057,394
Health and welfare	277,730	290,065	-	-	277,730	290,065
Public works	2,641,505	2,635,362	-	-	2,641,505	2,635,362
Economic development	334,831	257,449	-	-	334,831	257,449
Interest on long-term debt	10,781	16,019	-	-	10,781	16,019
Water	-	-	2,699,541	2,826,263	2,699,541	2,826,263
Sewer	-	-	1,633,520	1,574,716	1,633,520	1,574,716
Sanitation	-	-	3,836,266	4,132,892	3,836,266	4,132,892
Airport	-	-	322,386	336,310	322,386	336,310
Governmental interest & amortization expense	-	-	2,354,536	3,153,918	2,354,536	3,153,918
Total Expenses	18,142,505	18,292,043	10,846,249	12,024,099	28,988,754	30,316,142
Excess/(Deficiency)	2,466,952	3,537,821	(328,458)	(1,303,085)	2,138,494	2,234,736
Net Transfers	(7,180,863)	(4,477,786)	7,180,863	4,477,786	-	-
Increase/(Decrease) Net Position	\$ (4,713,911)	\$ (939,965)	\$ 6,852,405	\$ 3,174,701	\$ 2,138,494	\$ 2,234,736

For the year ended June 30, 2013, on a government-wide basis, the City experienced an improvement in its financial condition resulting in an increase in total net position of \$2,138,494. The increase in net position can be attributable to a decrease in expenses in the current year and a nearly offsetting decrease in sales tax and utility revenues.

The City's current year governmental activities decrease in net position of \$4,713,911 represents a significant change from the decrease in net position experienced in the prior year. This year's decrease in the change in net position from the prior year change can be attributable to an increase in net transfers of approximately \$2.7 million related to the use of excess sales tax on hand to refund the 1999A Series Utility System Revenue Bonds, along with a decrease in sales tax of approximately \$1.2 million in the current year.

The business-type activities current year increase in net position of \$6,852,405 is also due to the increase in net transfers of approximately \$2.7 million related to the use of excess sales tax on hand to refund the 1999A Series Utility System Revenue Bonds and a decrease in expenses of approximately \$1.2 million.

In reviewing the activity net (expense)/revenue, all business-type functions, with the exception of sanitation and airport, (water and sewer) charges for services more than covered all related expenses. Governmental interest and amortization expense on business-type reported debt of \$2.4 million is funded through dedicated sales tax transferred to the MPWA by the General Fund and other Dedicated Sales Tax funds.

A FINANCIAL ANALYSIS OF THE CITY'S FUNDS

As the City completed its 2013 fiscal year, the governmental funds reported a combined fund balance of \$14,331,269. However, that net amount is the result of \$9,774,023 in restricted fund balance, \$2,208,975 of assigned fund balance, and \$2,348,271 in unassigned fund balance.

For the reasons discussed previously in regards to business-type activities, the enterprise funds reported combined net position of approximately a negative \$21.5 million.

Proprietary fund net position restrictions are listed below:

Enterprise Funds:

Restricted For Economic Development	\$ 40,988
Restricted For Street Improvements	7,866,403
Total Enterprise Fund Restrictions	<u>\$ 7,907,391</u>

The General Fund's total fund balance increased by \$420,646, or 21.8% in large part due to a decrease in current year sales tax, a slight increase in expenses, both of which were more than offset by an increase in net transfers in.

The McAlester Public Works Authority enterprise fund reported an increase in net position, after transfers and capital contributions of \$6,962,584 for the year. This change is due mainly to a decrease in interest expense of \$1.4 million, along with an increase in net transfers in of \$5.1 million.

General Fund Budgetary Highlights

For the year ended June 30, 2013, the General Fund reported actual budgetary basis revenues above final estimates by \$1,246,528 or an 8.4% positive variance. General Fund actual expenditures were under final appropriations by \$1,465,347 or a 9.9% positive variance.

CAPITAL ASSETS & DEBT ADMINISTRATION

Capital Assets

At June 30, 2013, the City had approximately \$57.9 million invested in capital assets including land, buildings, machinery and equipment, park facilities, water, sewer and stormwater systems, roads and bridges. This represents a net decrease of \$1,482,658 from last year.

Below are details regarding the City's capital assets for the years ended June 30, 2013 and 2012.¹

The City of McAlester's Capital Assets

	Governmental Activities		Business-type Activities		Totals	
	2013	2012	2013	(Restated) 2012	2013	(Restated) 2012
Land	\$ 675,209	\$ 675,209	\$ 212,571	\$ 212,571	\$ 887,780	\$ 887,780
Buildings and Improvements	7,243,526	7,243,526	5,923,049	5,923,049	13,166,575	13,166,575
Machinery and Equipment	10,049,451	10,589,103	3,402,339	3,476,918	13,451,790	14,066,021
Infrastructure	62,885,125	62,830,794	-	-	62,885,125	62,830,794
Utility Property	-	-	43,431,999	42,758,855	43,431,999	42,758,855
Water rights contracts	-	-	719,075	719,075	719,075	719,075
Construction-in-progress	108,115	60,525	1,769,285	987,740	1,877,400	1,048,265
Totals	80,961,426	81,399,157	55,458,318	54,078,208	136,419,744	135,477,365
Less Depreciation	(50,115,663)	(48,684,180)	(28,390,436)	(27,396,882)	(78,506,099)	(76,081,062)
Totals, Net	\$ 30,845,763	\$ 32,714,977	\$ 27,067,882	\$ 26,681,326	\$ 57,913,645	\$ 59,396,303

This year's more significant capital asset additions include \$536,135 for Residual Handling Improvements, \$508,906 for WTP Filter Clearwell Improvements, \$126,137 for a 12" Water Main-Taylor Bus. Park Project, \$150,540 for 2010 CDBG Water Improvements, \$433,884 for a Sewer Utility Extension Project at 14th St & Hwy 69, \$159,813 for 8" Water Main Project, \$110,422 for a John Deere 410K Backhoe, \$164,239 for 2010 CDBG Water & Sewer Improvements, and \$132,627 for a new traffic light at Strong & Wyandotte.

¹ For more detailed information on capital asset activity please refer to page 45-46, Note 5. Capital Assets and Depreciation
² For more detailed information on long-term debt activity please refer to page 47-53, Note 7. Long-Term Debt and Debt Service Requirements

Debt Administration

At year-end, the City had \$71.4 million in long-term debt outstanding, which represents a \$5,994,475 increase from the prior year.²

The City of McAlester's Long-term Debt

	Governmental Activities		Business-type Activities		Totals	
			(Restated)			
	2013	2012	2013	2012	2013	2012
Capital leases payable	\$ 80,443	\$ 282,117	\$ -	\$ -	\$ 80,443	\$ 282,117
Claims liability	555,221	409,499	-	-	555,221	409,499
Accrued compensation	2,079,675	2,119,295	275,577	300,264	2,355,252	2,419,559
Notes Payable	-	-	613,683	810,602	613,683	810,602
Revenue Bonds Payable	-	-	62,046,923	55,895,942	62,046,923	55,895,942
Landfill Closure and Post-Closure	-	-	3,622,531	3,312,793	3,622,531	3,312,793
Net pension benefit obligation	380,934	349,341	117,660	103,878	498,594	453,219
Contract obligation	-	-	942,707	1,131,249	942,707	1,131,249
Water contract obligations	-	-	201,587	227,550	201,587	227,550
Deposits subject to refund	-	-	449,493	429,429	449,493	429,429
Totals	\$ 3,096,273	\$ 3,160,252	\$ 68,270,161	\$ 62,211,707	\$ 71,366,434	\$ 65,371,959

The MPWA issued \$26,120,000 of Series 2012 Utility System & Sales Tax Revenue Refunding Bonds in the current year to refund the 1999A Series Utility System Revenue Bonds.

In addition, the MPWA issued \$8,890,000 of 2013 Utility System & Sales Tax Revenue Notes to provide funds to pay the cost and expenses of certain street improvements benefitting the City.

The 2002 Revenue Bonds contain \$746,818, \$704,610, \$664,799, and \$920,949 (par value) of capital appreciation bonds. The accreted value of the first three bonds is \$3,930,000 each, and will require three separate \$3,930,000 payments maturing February 1, 2031, February 1, 2032 and February 1, 2033. The fourth bond will mature on February 1, 2034 and require a payment of \$5,770,000. No payments are required to be made on these bonds until maturity.

ECONOMIC OUTLOOK

In fiscal year 2012-2013, the City of McAlester experienced a significant reduction in revenues. This down turn in our local economy appears to be connected to the uncertainty of the national economy. The Federal Government shutdown and sequestration had a negative impact on The McAlester Army Ammunition Plant, the area's largest employer. However, by the end of fiscal year 2012-2013, sales tax revenues were showing signs of stabilization. Our local economy has consistently demonstrated strength and resiliency. The City of McAlester's economic outlook remains optimistic.

The City's management monitored the midyear reduction in revenues and made measured fiscal adjustments. Optimal use of available funds became a constant focus as budget expenditures were reduced to match revenues. Despite the economic down turn, the City of McAlester accomplished several major improvements by prioritizing overall functions and strategies for the future: first, by refinancing target specific bonded indebtedness to lower interest rates and then using the realized savings to finance Street Improvements; second, by prioritizing capital improvements and infrastructure repairs, enabling the City

to fund much-needed projects and equipment; third, by actively and consistently seeking cost savings and efficiency in current and future expenditures. Our fiscal strategic plan will continue to focus on seeking efficiencies that will result in improved financial health for the generations to come.

CONTACTING THE CITY'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers and creditors with a general overview of the City's finances and to show the City's accountability for the money it receives. If you have questions about this report or need additional financial information, contact the City Clerk's Office at 1st and Washington, McAlester, Oklahoma or phone at (918) 423-9300.

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BASIC FINANCIAL STATEMENTS

Draft Restricted for Management's Use

CITY OF MCALESTER, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2013

Government-Wide Statement of Net Position– June 30, 2013

	Primary Government			Component Units
	Governmental Activities	Business-Type Activities	Total	
ASSETS:				
Cash and cash equivalents	\$ 11,140,392	\$ 17,227,605	\$ 28,367,997	\$ 12,695,678
Investments	1,728,857	-	1,728,857	3,309,263
Interest receivable	-	57	57	-
Accounts receivable, net of allowance	-	1,549,355	1,549,355	15,307,564
Franchise tax receivable	89,579	-	89,579	-
Ambulance receivable, net of allowance	65,103	-	65,103	-
Court fines receivable, net of allowance	1,158,534	-	1,158,534	-
Due from other governments	1,850,172	-	1,850,172	-
Prepaid expenses	12,266	-	12,266	1,090,910
Other receivables	67,556	-	67,556	-
Internal balances	100,445	(100,445)	-	-
Inventory	-	-	-	2,143,476
Investment in joint venture	-	1,668,799	1,668,799	4,267,059
Restitution receivable:				
Due within one year	5,541	-	5,541	-
Due in more than one year	79,868	-	79,868	-
Notes receivable:				
Due within one year	174,000	-	174,000	28,929
Due in more than one year	379,044	-	379,044	228,234
Capital assets:				
Land and other non-depreciable assets	783,324	2,700,931	3,484,255	1,446,485
Other capital assets, net of depreciation	30,062,439	24,366,951	54,429,390	23,394,455
Total assets	47,697,120	47,413,253	95,110,373	63,912,053
DEFERRED OUTFLOWS OF RESOURCES:				
Unamortized loss on refunding	-	1,118,150	1,118,150	-
LIABILITIES:				
Accounts payable	356,700	465,482	822,182	4,078,900
Accrued payroll liabilities	369,520	58,520	428,040	4,176,596
Accrued interest payable	-	852,794	852,794	-
Escrow deposit liabilities	-	510,891	510,891	-
Estimated amounts due to third-party payers	-	-	-	35,000
Unearned revenue	7,632	53,729	61,361	-
Long-term liabilities:				
Due within one year	245,632	3,996,986	4,242,618	717,409
Due in more than one year	2,850,641	64,120,301	66,970,942	1,107,659
Total liabilities	3,830,125	70,058,703	73,888,828	10,115,564
NET POSITION:				
Net investment in capital assets	30,765,320	25,309,905	56,075,225	23,015,872
Restricted	9,774,023	7,907,391	17,681,414	544,114
Unrestricted (deficit)	3,327,652	(54,744,596)	(51,416,944)	30,236,503
Total net position	\$ 43,866,995	\$ (21,527,300)	\$ 22,339,695	\$ 53,796,489

See accompanying notes to the basic financial statements.

CITY OF MCALESTER, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2013

Government-Wide Statement of Activities –Year Ended June 30, 2013

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position			
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government			Component Units
					Governmental Activities	Business-Type Activities	Total	
Primary Government:								
Governmental activities:								
Legislature	\$ 119,631	\$ -	\$ -	\$ -	\$ (119,631)	\$ -	\$ (119,631)	\$ -
Administration	2,593,075	1,089,491	17,241	-	(1,486,343)	-	(1,486,343)	-
Public safety	8,398,927	1,429,987	925,365	231,653	(5,811,922)	-	(5,811,922)	-
Community services	2,692,851	113,606	44,387	-	(2,534,858)	-	(2,534,858)	-
Administration services	1,073,174	268,606	-	-	(804,568)	-	(804,568)	-
Health and welfare	277,730	-	41,896	-	(235,834)	-	(235,834)	-
Public works	2,641,505	3,797	182,123	-	(2,455,585)	-	(2,455,585)	-
Economic development	334,831	-	-	-	(334,831)	-	(334,831)	-
Interest on long-term debt	10,781	-	-	-	(10,781)	-	(10,781)	-
Total governmental activities	18,142,505	2,905,487	1,211,012	231,653	(13,794,353)	-	(13,794,353)	-
Business-type activities:								
Water	2,699,541	4,592,465	-	485,078	-	2,378,002	2,378,002	-
Sewer	1,633,520	1,802,899	-	36,937	-	206,316	206,316	-
Sanitation	3,836,266	3,229,695	-	-	-	(606,571)	(606,571)	-
Airport	322,386	94,250	-	143,378	-	(84,758)	(84,758)	-
Governmental interest expense & issue costs	2,354,536	-	-	-	-	(2,354,536)	(2,354,536)	-
Total business-type activities	10,846,249	9,719,309	-	665,393	-	(461,547)	(461,547)	-
Total primary government	\$28,988,754	\$12,624,796	\$1,211,012	\$897,046	(13,794,353)	(461,547)	(14,255,900)	-
Component Units:								
Parking	\$ 1,201	\$ 8,380	\$ -	\$ -				7,179
Health and welfare	83,718,081	85,621,629	-	52,373				1,955,921
Total Component Units	\$ 83,719,282	\$ 85,630,009	\$ -	\$ 52,373				1,963,100
General revenues:								
Taxes:								
Sales and use taxes					14,056,846	-	14,056,846	-
Franchise and public service taxes					552,713	-	552,713	-
Hotel/motel taxes					471,081	-	471,081	-
E-911 taxes					668,209	-	668,209	-
Intergovernmental revenue not restricted to specific programs					305,734	-	305,734	-
Investment income					90,143	16,700	106,843	140,673
Miscellaneous					116,579	116,389	232,968	-
Transfers - Internal activity					(7,180,863)	7,180,863	-	-
Total general revenues and transfers					9,080,442	7,313,952	16,394,394	140,673
Change in net position					(4,713,911)	6,852,405	2,138,494	2,103,773
Net position - beginning, restated					48,580,906	(28,379,705)	20,201,201	51,692,716
Net position - ending					\$ 43,866,995	\$ (21,527,300)	\$ 22,339,695	\$ 53,796,489

See accompanying notes to the basic financial statements.

CITY OF MCALESTER, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2013

Governmental Funds Balance Sheet - June 30, 2013

	<u>General Fund</u>	<u>Special Revenue Reserve Fund</u>	<u>Capital Project Capital Improvement Plan Fund</u>	<u>Debt Service Dedicated Sales Tax - MPWA</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
ASSETS:						
Cash and cash equivalents	\$ 2,904,547	\$ 2,762,176	\$ 749,625	\$ 950,465	\$ 3,755,612	\$ 11,122,425
Investments	-	866,551	320,712	-	541,594	1,728,857
Receivables:						
Due from other funds	-	-	800,000	-	25,000	825,000
Due from other governments	1,092,412	-	-	477,533	280,227	1,850,172
Franchise tax receivable	89,579	-	-	-	-	89,579
Court fines receivable, net of allowance	1,158,534	-	-	-	-	1,158,534
Ambulance receivable, net of allowance	65,103	-	-	-	-	65,103
Prepaid expenses	12,266	-	-	-	-	12,266
Notes receivable	-	-	-	-	553,044	553,044
Other receivables	11,618	-	-	-	55,938	67,556
Total assets	<u>\$ 5,334,059</u>	<u>\$ 3,628,727</u>	<u>\$ 1,870,337</u>	<u>\$ 1,427,998</u>	<u>\$ 5,211,415</u>	<u>\$ 17,472,536</u>
LIABILITIES, DEFERRED INFLOWS AND FUND BALANCES:						
Liabilities:						
Accounts payable	\$ 216,113	\$ -	\$ 10,941	\$ -	\$ 111,679	\$ 338,733
Accrued payroll liabilities	348,980	-	-	-	14,002	362,982
Due to other funds	1,283,959	-	-	-	25,000	1,308,959
Unearned revenue	7,632	-	-	-	-	7,632
Total liabilities	<u>1,856,684</u>	<u>-</u>	<u>10,941</u>	<u>-</u>	<u>150,681</u>	<u>2,018,306</u>
Deferred Inflows of Resources:						
Deferred revenue	1,122,961	-	-	-	-	1,122,961
Fund Balances:						
Restricted	-	3,628,727	800,000	1,427,998	3,917,298	9,774,023
Assigned	6,143	-	1,059,396	-	1,143,436	2,208,975
Unassigned	2,348,271	-	-	-	-	2,348,271
Total fund balances	<u>2,354,414</u>	<u>3,628,727</u>	<u>1,859,396</u>	<u>1,427,998</u>	<u>5,060,734</u>	<u>14,331,269</u>
Total liabilities, deferred inflows and fund balances	<u>\$ 4,211,098</u>	<u>\$ 3,628,727</u>	<u>\$ 1,870,337</u>	<u>\$ 1,427,998</u>	<u>\$ 5,211,415</u>	<u>\$ 16,349,575</u>

See accompanying notes to the basic financial statements.

CITY OF MCALESTER, OKLAHOMA
ANNUAL FINANCIAL REPORT
As of and for the Year Ended June 30, 2013

Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances – Year Ended June 30, 2013

	<u>General Fund</u>	<u>Special Revenue Reserve Fund</u>	<u>Capital Project Capital Improvement Plan Fund</u>	<u>Debt Service Dedicated Sales Tax - MPWA</u>	<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
Revenues:						
Taxes	\$ 8,892,256	\$ -	\$ -	\$ 3,811,535	\$ 3,045,058	\$ 15,748,849
Intergovernmental	1,438,828	-	291,000	-	570,627	2,300,455
Charges for services	1,953,225	-	-	-	177,857	2,131,082
Fines and forfeitures	610,803	-	-	-	-	610,803
Licenses and permits	111,896	-	-	-	-	111,896
Investment income	27,728	21,690	1,119	17,227	22,379	90,143
Miscellaneous	142,801	-	-	-	85,440	228,241
Total Revenues	13,177,537	21,690	292,119	3,828,762	3,901,361	21,221,469
Expenditures:						
Current:						
Legislature	117,769	-	-	-	-	117,769
Administration	2,333,996	-	-	3,000	18,937	2,355,933
Public safety	7,219,079	-	-	-	570,359	7,789,438
Community services	2,004,036	-	-	-	370,000	2,374,036
Administration services	560,495	-	-	-	537,409	1,097,904
Health and welfare	282,311	-	-	-	-	282,311
Public works	1,064,904	-	-	-	-	1,064,904
Economic development	-	-	-	-	313,870	313,870
Capital outlay	244,353	-	561,919	-	1,123,309	1,929,581
Debt service:						
Principal retirement	165,683	-	35,991	-	-	201,674
Interest and fiscal charges	6,470	-	4,555	-	-	11,025
Total Expenditures	13,999,096	-	602,465	3,000	2,933,884	17,538,445
Excess (deficiency) of revenues over expenditures	(821,559)	21,690	(310,346)	3,825,762	967,477	3,683,024
Other Financing Sources (Uses):						
Transfers in	1,743,051	-	387,667	-	157,969	2,288,687
Transfers out	(500,846)	-	(324,751)	(6,700,266)	(1,542,369)	(9,068,232)
Total Other Financing Sources (Uses)	1,242,205	-	62,916	(6,700,266)	(1,384,400)	(6,779,545)
Net change in fund balances	420,646	21,690	(247,430)	(2,874,504)	(416,923)	(3,096,521)
Fund balances - beginning	1,933,768	3,607,037	2,106,826	4,302,502	5,477,657	17,427,790
Fund balances - ending	\$ 2,354,414	\$ 3,628,727	\$ 1,859,396	\$ 1,427,998	\$ 5,060,734	\$ 14,331,269

See accompanying notes to the basic financial statements.

**CITY OF MCALESTER, OKLAHOMA
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Reconciliation of Governmental Funds and Government-Wide Financial Statements:

Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position:

Total fund balances - governmental funds	\$	14,331,269
Amounts reported for governmental activities in the Statement of Net Position are different because:		
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds, net of accumulated depreciation of \$50,115,663		30,845,763
Certain long-term assets are not available to pay for current fund liabilities and, therefore, are deferred in the funds:		
Grants receivable		3,728
Court fines receivable, net of allowance for doubtful accounts of \$1,158,534		1,110,678
Ambulance receivable, net of allowance for doubtful accounts of \$1,206,781		8,555
		1,122,961
Certain long-term assets are not a current financial resource and, therefore, are not reported in the fund financial statement, but are included in the governmental activities of the Statement of Net Position:		
Restitution receivable		85,409
Certain long-term liabilities are not due and payable from current financial resources and, therefore, are not reported in the funds:		
Capital lease obligations payable		(80,443)
Accrued compensated absences		(2,057,030)
Net pension benefit obligation		(380,934)
		(2,518,407)
Net position of governmental activities	\$	43,866,995

See accompanying notes to the basic financial statements.

**CITY OF MCALESTER, OKLAHOMA
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Reconciliation of the Statement of Changes in Fund Balances of Governmental Funds to the Statement of Activities:

Net change in fund balances - total governmental funds \$ (3,096,521)

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays and issue costs as expenditures while governmental activities report depreciation and amortization expense to allocate those expenditures over the life of the assets:

Capital asset purchases capitalized	1,585,633
Capital asset purchases for business-type activities	(1,039,192)
Book value on capital assets disposed	(629)
Depreciation expense	(2,415,026)
	(1,869,214)

Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds:

Change in restitution revenue	(5,542)
Change in deferred revenue	55,434
	49,892

Debt proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities in the statement of net assets. Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position:

Capital lease obligation principal payments	201,674
	201,674

Some expenses reported in the Statement of Activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds:

Accrued interest expense	244
Accrued compensated absences expenses	31,607
Accrued net pension benefit obligation	(31,593)
	258

Change in net position of governmental activities \$ (4,713,911)

See accompanying notes to the basic financial statements.

CITY OF MCALESTER, OKLAHOMA
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Proprietary Funds Statement of Net Position - June 30, 2013

	Enterprise Funds			Internal Service Funds
	McAlester Public Works Authority	McAlester Airport Authority	Total	
ASSETS:				
Current Assets:				
Cash and cash equivalents	\$ 1,867,743	\$ 138,442	\$ 2,006,185	\$ 17,967
Restricted cash and cash equivalents	11,080,919	-	11,080,919	-
Restricted interest receivable	57	-	57	-
Due from other funds	-	-	-	584,404
Accounts receivable, net of allowance	1,536,391	12,964	1,549,355	-
Total current assets	<u>14,485,110</u>	<u>151,406</u>	<u>14,636,516</u>	<u>602,371</u>
Noncurrent Assets:				
Restricted Assets:				
Cash and cash equivalents	4,140,501	-	4,140,501	-
Investment in joint venture	1,668,799	-	1,668,799	-
Capital assets:				
Land and other non-depreciable assets	2,356,471	344,460	2,700,931	-
Other capital assets, net of depreciation	21,628,085	2,738,866	24,366,951	-
Total noncurrent assets	<u>29,793,856</u>	<u>3,083,326</u>	<u>32,877,182</u>	<u>-</u>
Total Assets	<u>44,278,966</u>	<u>3,234,732</u>	<u>47,513,698</u>	<u>602,371</u>
DEFERRED OUTFLOWS OF RESOURCES:				
Unamortized loss on refunding	1,118,150	-	1,118,150	-
LIABILITIES:				
Current Liabilities:				
Accounts payable	463,776	1,706	465,482	17,967
Accrued payroll liabilities	55,151	3,369	58,520	6,538
Due to other funds	100,445	-	100,445	-
Escrow deposit liability	510,891	-	510,891	-
Interest payable	852,281	513	852,794	-
Unearned revenue	53,729	-	53,729	-
Landfill closure and postclosure liability	362,253	-	362,253	-
Due to depositors	89,899	-	89,899	-
Notes payable	114,560	17,545	132,105	-
Contract obligation	188,542	-	188,542	-
Water rights contract obligation	26,629	-	26,629	-
Revenue bonds payable	3,170,000	-	3,170,000	-
Accrued compensated absences	25,508	2,050	27,558	2,265
Total current liabilities	<u>6,013,664</u>	<u>25,183</u>	<u>6,038,847</u>	<u>26,770</u>
Noncurrent Liabilities:				
Claims liability	-	-	-	555,221
Landfill closure and post-closure liability	3,260,278	-	3,260,278	-
Due to depositors	359,594	-	359,594	-
Net pension benefit obligation	113,457	4,203	117,660	-
Notes payable	195,369	286,209	481,578	-
Contract obligation	754,165	-	754,165	-
Water rights contract obligation	174,958	-	174,958	-
Revenue bonds payable, net	58,724,049	-	58,724,049	-
Accrued compensated absences	229,570	18,449	248,019	20,380
Total noncurrent liabilities	<u>63,811,440</u>	<u>308,861</u>	<u>64,120,301</u>	<u>575,601</u>
Total liabilities	<u>69,825,104</u>	<u>334,044</u>	<u>70,159,148</u>	<u>602,371</u>
NET POSITION:				
Net investment in capital assets	22,530,333	2,779,572	25,309,905	-
Restricted for street improvements	7,866,403	-	7,866,403	-
Restricted for economic development	40,988	-	40,988	-
Unrestricted (deficit)	(54,865,712)	121,116	(54,744,596)	-
Total net position	<u>\$ (24,427,988)</u>	<u>\$ 2,900,688</u>	<u>\$ (21,527,300)</u>	<u>\$ -</u>

See accompanying notes to the basic financial statements.

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Proprietary Funds Statement of Revenues, Expenses, and Changes in Net Position - Year Ended June 30, 2013

	Enterprise Funds			Internal Service Funds
	McAlester Public Works Authority	McAlester Airport Authority	Total	
Operating Revenues:				
Charges for services:				
Water	\$ 3,349,916	\$ -	\$ 3,349,916	\$ -
Sewer	1,726,163	-	1,726,163	-
Sanitation	2,720,069	-	2,720,069	-
Water taps	14,945	-	14,945	-
Sewer taps	19,600	-	19,600	-
Water districts	1,116,713	-	1,116,713	-
Service charges	78,511	-	78,511	-
Landfill	22,228	-	22,228	-
Roll-off garbage	49,626	-	49,626	-
Penalties	144,246	-	144,246	-
Recycle fees	35,310	-	35,310	-
Subtitle "D" fees	347,732	-	347,732	-
Airport rents and fees	-	94,250	94,250	-
Self insurance charges	-	-	-	969,803
Miscellaneous	-	-	-	1,199
Total operating revenues	<u>9,625,059</u>	<u>94,250</u>	<u>9,719,309</u>	<u>971,002</u>
Operating Expenses:				
Utility office	473,573	-	473,573	-
Interdepartmental	568,970	-	568,970	-
Sanitation	1,883,312	-	1,883,312	-
Engineering	439,040	-	439,040	-
Sewer	764,967	-	764,967	-
Water	954,276	-	954,276	-
Utility maintenance	1,118,996	-	1,118,996	-
Landfill	552,008	-	552,008	-
Utilities Administration	124,289	-	124,289	-
Airport	-	167,409	167,409	-
Fleet maintenance	-	-	-	608,010
Claims expense	-	-	-	362,992
Depreciation expense	1,149,164	141,753	1,290,917	-
Total operating expenses	<u>8,028,595</u>	<u>309,162</u>	<u>8,337,757</u>	<u>971,002</u>
Operating income (loss)	1,596,464	(214,912)	1,381,552	-
Non-Operating Revenues (Expenses):				
Investment income	16,700	-	16,700	-
Interest expense and fiscal charges	(1,695,047)	(13,224)	(1,708,271)	-
Bond issuance costs	(676,508)	-	(676,508)	-
Miscellaneous revenue	115,188	1,201	116,389	-
Gain on sale of assets	17,141	-	17,141	-
Gain (loss) on joint venture	(123,713)	-	(123,713)	-
Total non-operating revenues (expenses)	<u>(2,346,239)</u>	<u>(12,023)</u>	<u>(2,358,262)</u>	<u>-</u>
Net income (loss) before contributions and transfers	(749,775)	(226,935)	(976,710)	-
Capital contributions	1,039,192	10,378	1,049,570	-
Transfers in	8,567,386	106,378	8,673,764	-
Transfer out	(1,894,219)	-	(1,894,219)	-
Change in net position	6,962,584	(110,179)	6,852,405	-
Total net position - beginning, restated	<u>(31,390,572)</u>	<u>3,010,867</u>	<u>(28,379,705)</u>	<u>-</u>
Total net position - ending	<u>\$ (24,427,988)</u>	<u>\$2,900,688</u>	<u>\$ (21,527,300)</u>	<u>\$ -</u>

See accompanying notes to the basic financial statements.

CITY OF MCALESTER, OKLAHOMA
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Proprietary Funds Statement of Cash Flows - Year Ended June 30, 2013

	Enterprise Funds			Internal Service Funds
	McAlester Public Works Authority	McAlester Airport Authority	Total	
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts from customers	\$ 9,363,482	\$ 94,763	\$ 9,458,245	\$ -
Payments to suppliers	(3,933,202)	(62,429)	(3,995,631)	(461,749)
Payments to employees	(2,469,494)	(136,302)	(2,605,796)	(371,963)
Receipts of customer meter deposits	125,631	-	125,631	-
Refund of customer meter deposits	(105,567)	-	(105,567)	-
Other receipts (payments)	(111,735)	1,201	(110,534)	832,798
Net Cash Provided by (Used in) Operating Activities	<u>2,869,115</u>	<u>(102,767)</u>	<u>2,766,348</u>	<u>(914)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES				
Transfers from other funds	8,567,386	106,378	8,673,764	-
Transfers to other funds	(1,894,219)	-	(1,894,219)	-
Net Cash Provided by Noncapital Financing Activities	<u>6,673,167</u>	<u>106,378</u>	<u>6,779,545</u>	<u>-</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES				
Purchases of capital assets	(627,357)	(10,924)	(638,281)	-
Proceeds from capital grant	-	49,777	49,777	-
Proceeds from sale of capital assets	17,141	-	17,141	-
Proceeds from issuance of debt	35,010,000	-	35,010,000	-
Payment of bond issuance costs	(676,508)	-	(676,508)	-
Payment to escrow for refunding of debt	(27,887,436)	-	(27,887,436)	-
Principal payment of capital debt	(2,104,539)	(16,886)	(2,121,425)	-
Interest and fiscal charges paid on capital debt	(1,565,113)	(13,234)	(1,578,347)	-
Net Cash Provided by Capital and Related Financing Activities	<u>2,166,188</u>	<u>8,733</u>	<u>2,174,921</u>	<u>-</u>
CASH FLOWS FROM INVESTING ACTIVITIES				
Interest and dividends	16,656	-	16,656	-
Net Cash Provided by Investing Activities	<u>16,656</u>	<u>-</u>	<u>16,656</u>	<u>-</u>
Net Increase (Decrease) in Cash and Cash Equivalents	11,725,126	12,344	11,737,470	(914)
Balances - beginning of the year	5,364,037	126,098	5,490,135	18,881
Balances - end of the year	<u>\$ 17,089,163</u>	<u>\$ 138,442</u>	<u>\$17,227,605</u>	<u>\$ 17,967</u>

See accompanying notes to the basic financial statements.

CITY OF MCALESTER, OKLAHOMA
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Proprietary Funds Statement of Cash Flows - Year Ended June 30, 2013, (Continued)

**Reconciliation of operating income (loss) to net cash provided
by (used in) operating activities:**

Operating income (loss)	\$ 1,596,464	\$ (214,912)	\$ 1,381,552	\$ -
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities:				
Depreciation expense	1,149,164	141,753	1,290,917	-
Other non-operating revenues (expenses)	(8,525)	1,201	(7,324)	-
Change in assets and liabilities:				
Receivables, net	(216,461)	513	(215,948)	-
Due from other funds	-	-	-	(138,204)
Investment in joint venture	106,611	-	106,611	-
Accounts payable	53,566	(25,961)	27,605	(1,630)
Accrued payroll liabilities	11,299	1,065	12,364	1,211
Due to other funds	(103,210)	-	(103,210)	-
Escrow deposit liability	442	-	442	-
Claims liability	-	-	-	145,722
Unearned revenue	(45,558)	-	(45,558)	-
Due to depositors	20,064	-	20,064	-
Landfill closure liability	309,738	-	309,738	-
Pension benefit obligation	12,989	793	13,782	-
Accrued compensated absences	(17,468)	(7,219)	(24,687)	(8,013)
	<u>\$ 2,869,115</u>	<u>\$ (102,767)</u>	<u>\$ 2,766,348</u>	<u>\$ (914)</u>
Net Cash Provided by (Used in) Operating Activities				
Noncash capital and related financing activities:				
Capital assets contributed from governmental funds	<u>\$ 1,039,192</u>	<u>\$ -</u>	<u>\$ 1,039,192</u>	<u>\$ -</u>
Accretion of capital appreciation bonds	<u>\$ (316,648)</u>	<u>\$ -</u>	<u>\$ (316,648)</u>	<u>\$ -</u>

See accompanying notes to the basic financial statements.

CITY OF MCALESTER, OKLAHOMA
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Statement of Fiduciary Net Position – Pension Trust Fund - June 30, 2013

	Defined Benefit Retirement Plan and Trust Fund
ASSETS:	
Cash and cash equivalents	\$ 1,033,753
Investments:	
Corporate bonds	757,286
Mortgage and asset backed securities	292,812
Government bonds	1,255,951
Mutual funds	686,623
Preferred stocks	88,030
Common stocks	7,731,585
Interest receivable	11,812
Total assets	11,857,852
LIABILITIES:	
Accounts payable	2,378
NET POSITION:	
Held in trust for employee pension benefits	\$ 11,855,474

Statement of Changes in Fiduciary Net Position – Pension Trust Fund - Year Ended June 30, 2013

	Defined Benefit Retirement Plan and Trust Fund
ADDITIONS:	
Contribution from employer	\$ 909,890
Investment income	251,223
Reimbursement from pension trust	955,240
Realized and unrealized gain on investments	339,346
Total additions	2,455,699
DEDUCTIONS:	
Benefits paid to participants or beneficiaries	886,803
Administrative expenses	75,419
Total deductions	962,222
Change in net position held in trust for employees' pension benefits	1,493,477
Net position - beginning	10,361,997
Net position - ending	\$ 11,855,474

See accompanying notes to the basic financial statements.

CITY OF MCALESTER, OKLAHOMA
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Discretely Presented Component Units Combining Statement of Net Position - June 30, 2013

	Component Units		
	Public Trusts		
	McAlester Regional Health Center Authority	McAlester Parking Authority	Total Component Units
ASSETS:			
Cash and cash equivalents	\$ 12,645,978	\$ 49,700	\$ 12,695,678
Investments	3,309,263	-	3,309,263
Accounts receivable, net	15,307,564	-	15,307,564
Inventory	2,143,476	-	2,143,476
Investment in joint venture	4,267,059	-	4,267,059
Prepaid expenses	1,090,910	-	1,090,910
Notes receivable:			
Due within one year	28,929	-	28,929
Due in more than one year	228,234	-	228,234
Capital assets:			
Land and construction in progress	1,446,485	-	1,446,485
Other capital assets, net of depreciation	23,394,455	-	23,394,455
Total assets	63,862,353	49,700	63,912,053
LIABILITIES:			
Current Liabilities:			
Accounts payable	4,078,689	211	4,078,900
Accrued payroll payable	4,176,596	-	4,176,596
Estimated amounts due to third-party payers	35,000	-	35,000
Long-term liabilities:			
Due within one year	717,409	-	717,409
Due in more than one year	1,107,659	-	1,107,659
Total liabilities	10,115,353	211	10,115,564
NET POSITION:			
Net investment in capital assets	23,015,872	-	23,015,872
Restricted for capital acquisitions and debt service	119,114	-	119,114
Restricted for workers' compensation claims	400,000	-	400,000
Restricted for specific operating activities	25,000	-	25,000
Unrestricted	30,187,014	49,489	30,236,503
Total net position	\$ 53,747,000	\$ 49,489	\$ 53,796,489

See accompanying notes to the basic financial statements.

CITY OF MCALESTER, OKLAHOMA
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Discretely Presented Component Units Combining Statement of Activities - Year Ended June 30, 2013

	Component Units		
	Public Trusts		
	McAlester Regional Health Center Authority	McAlester Parking Authority	Total Component Units
Operating Revenues:			
Charges for services	\$ -	\$ 8,380	\$ 8,380
Net patient service revenue	80,580,773	-	80,580,773
Miscellaneous	3,298,784	-	3,298,784
Total Operating Revenues	83,879,557	8,380	83,887,937
Operating Expenses:			
Parking	-	1,201	1,201
Health and welfare	83,637,462	-	83,637,462
Total Operating Expenses	83,637,462	1,201	83,638,663
Net Operating Income (Loss)	242,095	7,179	249,274
Non-Operating Revenues (Expenses):			
Investment income	140,673	-	140,673
Income from joint ventures	1,742,072	-	1,742,072
Interest expense and fiscal agent fees	(80,619)	-	(80,619)
Net Non-Operating Revenues (Expenses)	1,802,126	-	1,802,126
Net Income (Loss) Before Transfers, Contributions and Extraordinary Items	2,044,221	7,179	2,051,400
Gifts to Purchase Capital Assets and Other Capital Gifts	52,373	-	52,373
Changes in net position	2,096,594	7,179	2,103,773
Total net position - beginning	51,650,406	42,310	51,692,716
Total net position - ending	\$ 53,747,000	\$ 49,489	\$ 53,796,489

See accompanying notes to the basic financial statements.

**CITY OF MCALESTER, OKLAHOMA
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Footnotes to the Basic Financial Statements:

1. Summary of Significant Accounting Policies

A. Financial Reporting Entity

The City's financial reporting entity includes the primary government (City of McAlester), three blended component units, and two discretely presented component units as noted below.

In determining the financial reporting entity, the City complies with the provisions of Governmental Accounting Standards Board Statement No. 14, as amended by GASB Statement No. 61, "The Financial Reporting Entity" and includes all component units for which the City is financially accountable.

The City of McAlester – that operates the public safety, health and welfare, streets and highways, parks and recreation, and administrative activities.

The City of McAlester is an incorporated municipality with a population of approximately 18,400 located in southeast Oklahoma. The City operates under the Council-Manager form of government and operates under a charter that provides for three branches of government:

- Legislative – the City Council is a seven-member governing body. Mayor is elected by the citizens at large and other six members are elected by ward.
- Executive – the City Manager is the Chief Executive Officer and is appointed by the City Council
- Judicial – the Municipal Judge is a practicing attorney appointed by the City Manager, confirmed by the City Council.

The City provides typical municipal services such as public safety, health and welfare, street and alley maintenance, parks and recreation, and certain utility services including water, wastewater, and sanitation.

Component Units:

Because the City is financially accountable and the City's governing body serves as the trustees for these public trusts, the following component units are blended into the City's primary government presentation as funds of the primary government for reporting purposes:

The McAlester Public Works Authority – that operates the water, wastewater, and sanitation/landfill activities of the City, with the McAlester City Council serving as trustees of the Authority.

The McAlester Airport Authority – that develops and operates the airport with the McAlester City Council serving as trustees of the Authority.

The McAlester Municipal Improvement Authority – an inactive trust that promotes the development of industry and culture and industrial, manufacturing, cultural and education activities. There is no activity reported in the City's basic financial statements since the trust is inactive.

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Component units that are discretely presented in the City's report in a separate column are presented below:

The McAlester Regional Health Center Authority – that operates to finance and develop the health center facilities of the City. Separate audited component unit financial statements are issued by the Regional Health Center Authority and may be obtained at their administrative offices.

The McAlester Parking Authority (MPA) – that operates to furnish and supply public off-street parking services and facilities. The MPA does not issue separate audited component unit financial statements.

All 5 of the above component units are Public Trusts established pursuant to Title 60 of Oklahoma State law. Public Trusts (Authorities) have no taxing power. The Authorities are generally created to finance City services through issuance of revenue bonds or other non-general obligation debt and to enable the City Council to delegate certain functions to the governing body (Trustees) of the Authority. In accordance with state law, all debt obligations incurred by public trusts require 2/3 approval by the City Council. In addition, the City may have also leased certain existing assets at the creation of the Authorities to the Trustees on a long-term basis. The City, as beneficiary of the Public Trusts, receives title to any residual assets when a Public Trust is dissolved.

Joint Venture:

Association for Landfill Financial Assurance (ALFA) – A non-profit Oklahoma corporation organized for the exclusive benefit of cities, towns, counties, solid waste districts and public trusts within the State of Oklahoma that own and/or operate municipal solid waste landfills within the jurisdiction of the State of Oklahoma, including the making and management of investments on behalf of such public entities in order to provide the financial assurances as required by Subtitle D of the Resource Conservation and Recovery Act of 1976.

B. Basis of Presentation and Accounting

Government-Wide Financial Statements:

The statements of net position and activities are reported on the accrual basis of accounting and economic resources measurement focus. Under the accrual basis of accounting, revenues are recognized when earned and expenses (including depreciation and amortization) are recorded when the liability is incurred or economic asset used. In accordance with the economic resources measurement focus, all assets and liabilities, both current and noncurrent are reported, along with any related deferred outflows and deferred inflows.

Program revenues within the statement of activities that are derived directly from each activity or from parties outside the City's taxpayers are reported as program revenues. The City has the following program revenues in each activity:

- Administration – oil and gas leases, rent, and hotel/motel charges for services
- Public safety – Fire and Police – fines and forfeitures, fire run charges, ambulance revenue, and capital and operating grants
- Community services – cemetery openings and closings, swimming pool revenues, complex concessions and rentals
- Administration services – abatements and licenses and permits
- Health and welfare – nutrition operating grant

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- Airport – rental fees and fuel sales
- Public works – gas excise and vehicle tax shared by the State and street cuts
- Economic development – operating contribution

All other governmental revenues are reported as general. All taxes are classified as general revenue even if restricted for a specific purpose.

Governmental Funds:

The City's governmental funds are comprised of the following:

Major Funds:

- General Fund – accounts for general operations of the City including: public safety, parks, public facilities, and street maintenance.
- Reserve Fund – special revenue fund that accounts for excess revenues mainly from oil and gas royalties restricted by City Charter for emergencies.
- Capital Improvement Plan Fund – capital project fund that accounts for monies set aside by City Council for repayment of unsupported bond activity.
- Dedicated Sales Tax MPWA – debt service fund that accounts for revenue received from sales tax (one-cent) approved by the voters to be used for financing debt related to capital improvements.

Aggregated Non-Major Funds (reported as Other Governmental Funds):

Special Revenue Funds:

- Juvenile Fine Fund – accounts for revenues from fines restricted by state for juvenile programs.
- Tourism / SE Expo Fund – accounts for revenues of a hotel/motel tax levy and rentals/concessions to be expended for promotion of tourism.
- E-911 Fund – accounts for E-911 revenues legally restricted for E-911 services.
- Economic Development Fund – special revenue fund that accounts for revenue received from sales tax (1/4 of one-cent) approved by the voters to be used for financing debt related to economic development and for future economic development projects.
- Gifts & Contributions Fund – accounts for revenues and expenditures of donor restricted monies.

Capital Project Funds:

- Police Equipment Fund – accounts for revenues and capital expenditures related to Local Law Enforcement Block Grants.
- State Forfeiture Fund – accounts for revenues received from state drug forfeitures restricted for equipment purchases.
- Cemetery Perpetual Care – accounts for 12.5% of all cemetery revenues which are legally restricted for cemetery capital outlay.

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- CDBG Grants Fund – accounts for revenues and capital expenditures related to CDBG grants.
- Federal Forfeiture Fund – Accounts for revenues received from federal drug forfeitures restricted for equipment purchases.
- Fire Improvement Grant Fund – accounts for revenues and capital expenditures related to fire grants.
- Technology Fund – accounts for revenues received from a technology fee restricted for technology capital purchases and upgrades.

Debt Service Fund:

- Sales Tax Schools Fund – accounts for revenue received from sales tax (1/4 of one-cent) approved by the voters to be used for acquisition and financing of educational facilities and equipment.

The governmental funds are reported on the modified accrual basis of accounting and current financial resources measurement focus. On the modified accrual basis of accounting revenues are recorded when earned and measurable and available to pay current financial obligations, while expenditures are recorded when incurred and normally payable from current financial resources. The City defines revenue availability as collected within 60 days of period end.

The reconciliation of the governmental funds financial statements to the governmental activities presentation in the government-wide financial statements is the result of the use of the economic resources measurement focus and accrual basis of accounting at the government-wide level.

Proprietary Funds:

When the City charges customers for the services it provides, these services are generally reported in proprietary funds. Proprietary funds include enterprise funds and internal service funds. Enterprise funds are used to account for business-like activities provided to the general public. Internal service funds are used to account for business-type activities provided within the government. Proprietary funds are reported on the accrual basis of accounting and economic resources measurement focus. For example, proprietary fund capital assets are capitalized and depreciated and principal payments on long-term debt are recorded as a reduction to the liability.

The City's enterprise funds include the following major funds:

- McAlester Public Works Authority Fund - that accounts for the activities of the McAlester Public Works Authority public trust in providing water, sewer, and sanitation services to the public.
- McAlester Airport Authority Fund - that currently accounts for airport fees and grants used in providing airport services.

The City's internal service funds include the following:

- Worker's Compensation Fund – that accounts for the activities of providing worker's compensation to the employees of the City.
- FLEET Maintenance Fund – that accounts for the activities of providing FLEET maintenance to the City.

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The proprietary funds are reported on the accrual basis of accounting and economic resources measurement focus.

For purposes of the statement of revenues, expenses and changes in fund net position, operating revenues and expenses are considered those whose cash flows are related to operating activities, while revenues and expenses related to financing, capital and investing activities are reported as non-operating or transfers and contributions.

Fiduciary Fund:

The City has one fiduciary fund - the City of McAlester Defined Benefit Retirement Plan and Trust Fund. The pension trust fund accounts for retirement contributions and investment income for the direct benefit of employees other than those employees covered by the statewide fire and police cost-sharing pension plans. The pension trust fund is reported on the accrual basis of accounting and economic resources measurement focus.

C. Cash, Cash Equivalents, and Investments

For the purposes of the statements of net position, balance sheets, and statement of cash flows, cash and cash equivalents includes all demand and savings accounts, certificates of deposit, and short-term investments with an original maturity of three-months or less, and money market investments. Investments consist of long-term time deposits, and U.S. agency bonds and notes. Certificates of deposit are reported at cost while investments in the U.S. agency bonds and notes and other marketable investments are reported at fair value.

D. Inventories

Inventories of goods and supplies on hand at year end are not material for the primary government. Therefore purchases of inventory type items are recorded as expenditures or expenses at the time purchased, and no balances for such inventories on hand are reported.

For the Regional Health Center Authority component unit reported inventories are reported on the lower of cost (first-in, first-out) or market.

E. Capital Assets and Depreciation

The accounting treatment of property, plant and equipment (capital assets) depends on whether the assets are used in governmental fund type or proprietary fund operations and whether they are reported in the government-wide or fund financial statements. In the government-wide and proprietary fund financial statements, property, plant and equipment are accounted for as capital assets, net of accumulated depreciation where applicable. In the governmental fund financial statements, capital assets acquired are accounted for as capital outlay expenditures and not reported as capital assets.

Capital assets consist of land, land improvement, construction in progress, buildings and building improvements, machinery and equipment, and infrastructure. A capitalization threshold of \$2,500 is used for additions, other than land, to report capital assets. Capital assets are reported at actual or estimated historical cost. Prior to July 1, 2001, governmental activities' infrastructure assets were not capitalized. These assets have been valued at estimated historical cost. Donated assets are recorded at their fair value at the date of donation.

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Depreciable capital assets are depreciated on a straight-line basis over useful lives. The range of estimated useful lives by type of asset is as follows:

- | | |
|-------------------------------------|----------------|
| • Buildings | 20 – 100 years |
| • Improvements other than buildings | 20 - 100 years |
| • Equipment and vehicles | 3 - 25 years |
| • Infrastructure | 15 - 50 years |

F. Long-Term Debt

Accounting treatment of long-term debt varies depending upon the source of repayment and the measurement focus applied and whether the debt is reported in the government-wide or fund financial statements.

All long-term debt to be repaid from governmental activities, business-type activities, proprietary fund and component unit resources are reported as liabilities as incurred. The long-term debt consists primarily of accrued compensated absences, capital leases payable, and revenue bonds payable. This long-term debt is reported net of unamortized premiums and discounts.

Long-term debt of governmental funds is not reported as liabilities in the fund financial statements. The debt proceeds are reported as other financing sources and payment of principal and interest reported as expenditures.

G. Compensated Absences

Under terms of union contracts and City personnel policies, City employees are granted comp time, vacation and sick leave in varying amounts. In the event of termination, an employee is paid for accumulated vacation and comp time. The estimated liabilities for vested benefits also include salary-related payments such as employment taxes. Compensated absences are reported as accrued in the government-wide, proprietary, fiduciary and component unit financial statements. Governmental funds report only the matured compensated absences payable to currently terminating employees.

H. Fund Balances and Net Position

Net Position:

Net position reported in the government-wide, proprietary fund and fiduciary fund financial statements are displayed in three components:

- a. *Net investment in capital assets* - Consists of capital assets including capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvements of those assets.
- b. *Restricted net position* - Consists of net position with constraints placed on the use either by 1) external groups such as creditors, grantors, contributors, or laws and regulations of other governments, or 2) law through constitutional provisions or enabling legislation.
- c. *Unrestricted net position* - All other net position that does not meet the definition of “restricted” or “net investment in capital assets.”

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In the current year presentation, certain revenue bonds of the business-type activities were used to fund governmental capital assets (streets). The “net investment in capital assets” for business-type activities therefore does not include the amounts related to these debt issues. The capital assets are reported in the governmental activities and are also reported in “net investment in capital assets”. This explains the large negative balance of unrestricted net position in the business-type activities.

It is the City’s policy to first use restricted net position prior to the use of unrestricted net position when an expense is incurred for purposes for which both restricted and unrestricted net position are available.

Fund Statements:

Governmental fund equity is classified as fund balance. Fund balance is further classified as nonspendable, restricted, committed, assigned and unassigned. These classifications are defined as:

- a. Nonspendable – includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. The City currently reports no nonspendable fund balance.
- b. Restricted – consists of fund balance with constraints place on the use of resources either by 1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments, or 2) law through constitutional provisions or enabling legislation.
- c. Committed – includes amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the city’s highest level of decision-making authority. The City’s highest level of decision-making authority is made by ordinance. The City currently reports no committed fund balance.
- d. Assigned – includes amounts that are constrained by the city’s intent to be used for specific purposes but are neither restricted nor committed. Assignments of fund balance may be made by city council action or management decision when the city council has delegated that authority. Assignments for transfers and interest income for governmental funds are made through the budgetary process.
- e. Unassigned – represents fund balance that has not been assigned to other funds and has not been restricted, committed, or assigned to specific purposes within the general fund.

It is the City’s policy to first use restricted fund balance prior to the use of unrestricted fund balance when an expense is incurred for purposes for which both restricted and unrestricted fund balance are available. The City’s policy for the use of unrestricted fund balance amounts require that committed amounts would be reduced first, followed by assigned amounts and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used. The only exception to this policy is for assigned interest income in governmental funds other than the General Fund. In those funds, interest income is used first before other revenues. Proprietary fund and fiduciary fund equity is classified the same as in the government-wide statements.

I. Interfund Activities and Balances

The City’s policy is to eliminate interfund transfers and balances in the statement of activities and net position to avoid the grossing up of balances. Only the residual balances transferred between governmental and business-type activities are reported as internal transfers and internal balances then offset in the total column in the government-wide statements. Internal transfers and balances between funds are not eliminated in the fund financial statements

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J. Use of Estimates

Certain estimates are made in the preparation of the financial statements, such as estimated lives for capital assets depreciation. Estimates are based on management's best judgments and may vary from actual results.

2. Deposits and Investments

Primary Government Deposits and Investments:

At June 30, 2013, the primary government held the following deposits and investments:

<u>Type of Deposits and Investments - Primary Government</u>	<u>Carrying Value</u>	<u>Maturities in Years</u>				
		<u>On Demand</u>	<u>Less Than One</u>	<u>1 - 5</u>	<u>6 - 10</u>	<u>More Than 10</u>
Deposits:						
Petty Cash	\$ 4,860	\$ 4,860	\$ -	\$ -	\$ -	\$ -
Demand deposits	14,102,101	14,102,101	-	-	-	-
Demand deposits - pension trust funds	(164,972)	(164,972)	-	-	-	-
Time deposits	1,728,857	-	1,728,857	-	-	-
	<u>15,670,846</u>	<u>13,941,989</u>	<u>1,728,857</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Credit Rating					
Investments:						
Bond Trustee Accounts:						
Federated Treasury Obligations Fund IS #68	AAA	1,089,191	1,089,191	-	-	-
Federated Treasury Obligations Ser Class #398	AAA	9,141,547	9,141,547	-	-	-
Goldman Sachs Financial Square Federal Fund Admin Shares #521	AAA	3,561,298	3,561,298	-	-	-
C/P Walmart Commercial Paper	N/A	469,000	469,000	-	-	-
Pension Trust Funds:						
Citibank NA South Dakota Bank Deposit Program	N/A	802,172	802,172	-	-	-
MS Liquid Asset Fund - Money Market	N/A	396,552	396,552	-	-	-
Fixed Income Shares FD Series C - Money Market	N/A	203,316	203,316	-	-	-
Fixed Income Shares FD Series M - Money Market	N/A	187,770	187,770	-	-	-
Invesco Premier Ptf Instl (IPXX) - Money Market	N/A	186,719	186,719	-	-	-
Legg Mason WA Inst Liquid Res A -Money Market	N/A	108,818	108,818	-	-	-
Corporate Bonds	AA-	33,721	-	17,065	-	16,656
Corporate Bonds	A+	45,641	-	14,568	-	31,073
Corporate Bonds	AA	29,727	-	15,602	-	14,125
Corporate Bonds	A	157,862	-	14,763	128,912	14,187
Corporate Bonds	A-	67,521	-	15,299	17,156	35,066
Corporate Bonds	BBB+	45,642	-	-	13,785	31,857
Corporate Bonds	BBB	123,785	-	35,687	31,169	56,929
Corporate Bonds	BBB-	17,190	-	-	-	17,190
Corporate Bonds	BB	167,838	-	-	167,838	-
Corporate Bonds	CCC+	43,000	-	-	-	43,000
Mortgage and asset backed securities	N/A	1,548,763	-	766,569	346,353	435,841
JPMorgan Chase Fixed-Rate Capital Securities	BBB	25,360	-	-	-	25,360
Preferred Stocks	A-	6,566	6,566	-	-	-
Preferred Stocks	BB+	88,030	88,030	-	-	-
Common Stocks	N/A	7,725,019	7,725,019	-	-	-
		<u>26,272,048</u>	<u>23,965,998</u>	<u>-</u>	<u>879,553</u>	<u>705,213</u>
Total Deposits and Investments		\$ 41,942,894	\$ 37,907,987	\$ 1,728,857	\$ 879,553	\$ 705,213
						\$ 721,284
Reconciliation to Statement of Net Position:						
Cash and cash equivalents		\$ 28,367,997				
Investments		1,728,857				
Add: Fiduciary Fund cash and cash equivalents		1,033,753				
Add: Fiduciary Fund investments		10,812,287				
		<u>\$ 41,942,894</u>				

Deposit and Investment Risks

Custodial Credit Risk – Exposure to custodial credit risk related to deposits exists when the City holds deposits that are uninsured and uncollateralized; collateralized with securities held by the pledging financial institution, or by its trust department or agent but not in the City's name; or collateralized

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without a written or approved collateral agreement. Exposure to custodial credit risk related to investments exists when the City holds investments that are uninsured and unregistered, with securities held by the counterparty or by its trust department or agent but not in the City's name.

The City does not have a formal investment policy as it relates to custodial credit risk. Acceptable collateral is limited to U.S. Treasury securities and direct debt obligations of municipalities, counties, and school districts in the State of Oklahoma. As required by Federal 12 U.S.C.A., Section 1823(e), all financial institutions pledging collateral to the City must have a written collateral agreement approved by the board of directors or loan committee.

At June 30, 2013, the City was not exposed to custodial credit risk as defined above.

Investment Credit Risk – State law limits the investments available to the City and is described below.

- a. Direct obligations of the U. S. Government, its agencies and instrumentalities to which the full faith and credit of the U.S. Government is pledged, or obligations to the payment of which the full faith and credit of the State of Oklahoma is pledged.
- b. Certificates of deposit or savings accounts that are either insured or secured with acceptable collateral with in-state financial institutions, and fully insured certificates of deposit or savings accounts in out-of-state financial institutions.
- c. With certain limitation, negotiable certificates of deposit, prime bankers acceptances, prime commercial paper and repurchase agreements with certain limitations.
- d. County, municipal or school district tax supported debt obligations, bond or revenue anticipation notes, money judgments, or bond or revenue anticipation notes of public trusts whose beneficiary is a county, municipality or school district.
- e. Notes or bonds secured by mortgage or trust deed insured by the Federal Housing Administrator and debentures issued by the Federal Housing Administrator, and in obligations of the National Mortgage Association.
- f. Money market funds regulated by the SEC and in which investments consist of the investments mentioned in the previous paragraphs a., b., c. and d.

Investment credit risk is the risk that an issuer or other counterpart to an investment will not fulfill its obligations. The City has no formal policy limiting investments based on credit rating, but discloses any such credit risk associated with their investments by reporting the credit quality ratings of investments in debt securities as determined by nationally recognized statistical rating organizations—rating agencies—as of the year end in the schedule above. Unless there is information to the contrary, obligations of the U.S. government or obligations explicitly guaranteed by the U.S. government are not considered to have credit risk and do not require disclosure of credit quality.

Retirement Plan Investments:

The Plan's investment policies provides for investment in a diversified portfolio, consisting primarily of common stocks, mutual funds, bonds, cash equivalents, and other investments. Asset allocation guidelines for the Plan are as follows:

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Class	Maximum Percent	Minimum Percent	Target Percent
Large Cap Equities	30.00	10.00	20.00
Small Cap Equities	25.00	5.00	15.00
International Equities	25.00	5.00	15.00
Real Estate	20.00	5.00	10.00
Fixed Income	50.00	30.00	40.00

Large and small cap equities should be allocated between growth and value styles. Investment grade fixed income should be allocated between investment grade bonds, inflation-indexed bonds (“TIPS”), high yield bonds and international bonds.

Investment Interest Rate Risk – Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The City does not have a formal investment policy to manage exposure to fair value losses arising from increasing interest rates. The City discloses its exposure to interest rate risk by disclosing the maturity dates of its various investments in the schedule above.

Concentration of Investment Credit Risk - Exposure to concentration of credit risk is considered to exist when investments in any one issuer represent a significant percent of total investments of the City (any over 5% are disclosed). Investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments are excluded from this consideration. The City’s investment policy requires diversification of investments and indicates that, with the exception of U.S. Treasury securities and authorized pools, there was no single issuer investment with more than 5% of total investments.

Restricted Cash and Investments – The amounts reported as restricted assets on the statement of net position are comprised of the following:

	Current Cash and cash Equivalents	Non-current Cash and cash Equivalents	Current Interest Receivable
Utility Deposits	\$ 449,493	\$ -	\$ -
Lowe's Escrow Account	510,891	-	-
Trustee Accounts (MPWA):			
2002 Sinking Fund	469,134	-	-
2003A Bond Fund	439,959	-	-
2003A Bond Reserve Fund	-	649,098	-
2011 Principal Note Account	257,767	-	-
2011 Interest Note Account	40,340	-	-
2011 Construction Account	40,988	-	-
2012 Bond Fund	958,895	-	-
2012 Bond Reserve Fund	-	2,602,403	-
2013 Sinking Fund	47,049	-	-
2013 Bond Reserve Fund	-	889,000	-
2013 Project Account	7,866,403	-	-
Interest Receivable	-	-	57
Total Restricted Assets	<u>\$ 11,080,919</u>	<u>\$ 4,140,501</u>	<u>\$ 57</u>

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Component Units Deposits and Investments:

McAlester Regional Health Center Authority

Deposits

At June 30, 2013, approximately \$11,074,000 of the Authority's bank balances were uninsured with collateral held by the pledging financial institution and \$1,040,000 of the Authority's bank balances were uninsured and uncollateralized.

3. Investment in Joint Venture

As discussed in Note 1A, the City participates (with equity interest) in the Association for Landfill Financial Assurance (ALFA). ALFA has been approved by the ODEQ as an allowable financial assurance mechanism under existing federal and state laws and regulations. As a member of ALFA, the City is required to deposit certain amounts on an annual basis into an escrow fund to be pooled with other ALFA members. The annual amount due from each member is based on the members' total estimated current cost of closure and post-closure care of the landfill, including adjustments due to inflation or resulting from any changes in the closure or the required 30 year post-closure care plan, plus any additional amount for contingencies as determined by ALFA. For the year ended June 30, 2013, the "Investment in joint venture" balance changed as follows:

Beginning Investment in Joint Venture	\$ 1,775,410
Current Year Contributions	17,104
Loss from Joint Venture	(123,715)
Ending Investment in Joint Venture	<u>\$ 1,668,799</u>

Separate annual financial statements are issued by ALFA and may be obtained from their administrative offices at 3414 East 85th Place, Tulsa, Oklahoma, 74137.

4. Receivables

Primary Government Accounts Receivables:

Accounts receivable of the business-type activities consists of customers utilities, airport rental accounts receivable, and airport grant receivable. Accounts receivable of the governmental activities consists of franchise tax, police fines and ambulance receivables. Receivables detail at June 30, 2013, is as follows:

	General Fund		MPWA	Airport	Total
	Ambulance	Court			
Accounts receivable	\$ 1,271,884	\$ 2,317,068	\$ 3,460,209	\$ 13,464	\$ 7,062,625
Allowance for doubtful accounts	(1,206,781)	(1,158,534)	(1,923,818)	(500)	(\$4,289,633)
Accounts receivable, net	\$ 65,103	\$ 1,158,534	\$ 1,536,391	\$ 12,964	\$ 2,772,992

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Component Units:

McAlester Regional Health Center Authority

Patient receivable balances at June 30, 2013 were as follows:

	<u>MRHCA</u>
Medicare	\$ 4,016,142
Medicaid	2,449,007
Other third-party payers	14,180,110
Patients	19,001,370
Allowance for doubtful accounts	<u>(24,339,065)</u>
Accounts receivable, net	<u>\$ 15,307,564</u>

Outstanding Notes Receivable – Economic Development

The City of McAlester entered into a loan agreement dated April 28, 2005, with the McAlester Foundation for the development of an industrial tract to be used by Pliant Corporation. The original loan amount totaled \$1,800,000. Monthly lease payments made by Pliant to the McAlester Foundation in the amount of \$14,500 shall be paid over to the City of McAlester by the Foundation and deposited in the Economic Development Fund. The following schedule shows the current year activity related to this note receivable:

	<u>Balance</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance</u>
	<u>June 30, 2012</u>			<u>June 30, 2013</u>
Note Receivable				
McAlester Foundation	\$ 727,044	\$ -	\$ 174,000	\$ 553,044

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5. Capital Assets and Depreciation

For the year ended June 30, 2013, capital assets balances changed as follows:

	(Restated) Balance at June 30, 2012	Additions	Disposals	Balance at June 30, 2013
Governmental activities:				
Non-depreciable:				
Land	\$ 675,209	\$ -	\$ -	\$ 675,209
Construction-in-progress	60,525	101,921	(54,331)	108,115
Total non-depreciable assets at historical cost	<u>735,734</u>	<u>101,921</u>	<u>(54,331)</u>	<u>783,324</u>
Depreciable:				
Buildings	5,350,398	-	-	5,350,398
Other improvements	1,893,128	-	-	1,893,128
Machinery and equipment	10,589,103	444,521	(984,173)	10,049,451
Infrastructure	62,830,794	54,331	-	62,885,125
Total depreciable assets at historical cost	<u>80,663,423</u>	<u>498,852</u>	<u>(984,173)</u>	<u>80,178,102</u>
Less accumulated depreciation				
Buildings	(2,950,638)	(151,995)	-	(3,102,633)
Other improvements	(1,034,944)	(74,073)	-	(1,109,017)
Machinery and equipment	(7,702,366)	(650,879)	983,543	(7,369,702)
Infrastructure	(36,996,232)	(1,538,079)	-	(38,534,311)
Total accumulated depreciation	<u>(48,684,180)</u>	<u>(2,415,026)</u>	<u>983,543</u>	<u>(50,115,663)</u>
Net depreciable assets	<u>31,979,243</u>	<u>(1,916,174)</u>	<u>(630)</u>	<u>30,062,439</u>
Governmental activities capital assets, net	<u>\$ 32,714,977</u>	<u>\$ (1,814,253)</u>	<u>\$ (54,961)</u>	<u>\$ 30,845,763</u>
Business-type activities				
Non-depreciable:				
Land	\$ 212,571	\$ -	\$ -	\$ 212,571
Water rights contracts	719,075	-	-	719,075
Construction-in-progress	987,740	1,454,689	(673,144)	1,769,285
Total non-depreciable assets at historical cost	<u>1,919,386</u>	<u>1,454,689</u>	<u>(673,144)</u>	<u>2,700,931</u>
Depreciable:				
Buildings	2,773,061	-	-	2,773,061
Other improvements	3,149,988	-	-	3,149,988
Machinery and equipment	3,476,918	222,784	(297,363)	3,402,339
Utility property	42,758,855	673,144	-	43,431,999
Total depreciable assets at historical cost	<u>52,158,822</u>	<u>895,928</u>	<u>(297,363)</u>	<u>52,757,387</u>
Less accumulated depreciation				
Buildings	(1,380,085)	(69,045)	-	(1,449,130)
Other improvements	(1,601,877)	(106,898)	-	(1,708,775)
Machinery and equipment	(1,931,181)	(288,172)	297,363	(1,921,990)
Utility property	(22,483,739)	(826,802)	-	(23,310,541)
Total accumulated depreciation	<u>(27,396,882)</u>	<u>(1,290,917)</u>	<u>297,363</u>	<u>(28,390,436)</u>
Net depreciable assets	<u>24,761,940</u>	<u>(394,989)</u>	<u>-</u>	<u>24,366,951</u>
Business-type capital assets, net	<u>\$ 26,681,326</u>	<u>\$ 1,059,700</u>	<u>\$ (673,144)</u>	<u>\$ 27,067,882</u>

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	Balance at June 30, 2012	Additions	Transfers	Disposals	Balance at June 30, 2013
Component Units (MRHCA):					
Non-depreciable:					
Land	\$ 909,448	\$ -	\$ -	\$ -	\$ 909,448
Construction-in-progress	452,114	1,668,427	(1,583,504)	-	537,037
Total non-depreciable assets at historical cost	<u>1,361,562</u>	<u>1,668,427</u>	<u>(1,583,504)</u>	<u>-</u>	<u>1,446,485</u>
Depreciable:					
Land improvements	1,343,116	8,245	-	-	1,351,361
Buildings and improvements	35,632,742	1,036,712	-	-	36,669,454
Machinery and equipment	26,890,584	2,213,949	1,583,504	(1,447,084)	29,240,953
Total depreciable assets at historical cost	<u>63,866,442</u>	<u>3,258,906</u>	<u>1,583,504</u>	<u>(1,447,084)</u>	<u>67,261,768</u>
Less accumulated depreciation					
Land improvements	(974,765)	(44,025)	-	-	(1,018,790)
Buildings and improvements	(21,578,406)	(1,340,875)	-	-	(22,919,281)
Machinery and equipment	(18,873,408)	(2,416,329)	-	1,360,495	(19,929,242)
Total accumulated depreciation	<u>(41,426,579)</u>	<u>(3,801,229)</u>	<u>-</u>	<u>1,360,495</u>	<u>(43,867,313)</u>
Net depreciable assets	<u>22,439,863</u>	<u>(542,323)</u>	<u>1,583,504</u>	<u>(86,589)</u>	<u>23,394,455</u>
Component Unit capital assets, net	<u>\$ 23,801,425</u>	<u>\$ 1,126,104</u>	<u>\$ -</u>	<u>\$ (86,589)</u>	<u>\$ 24,840,940</u>

Depreciation of capital assets is included in total expenses and is charged or allocated to the activities primarily benefiting from the use of the specific asset. Depreciation expense has been allocated as follows:

Depreciation expense charged to governmental activities:	
Legislature	\$ 1,862
Administration	207,916
Public safety	398,492
Community services	299,229
Public works	1,507,527
Total governmental activities depreciation expense	<u>\$ 2,415,026</u>
Depreciation expense charged to business-type activities:	
Water	\$ 568,357
Sewer	264,986
Sanitation	315,821
Airport	141,753
Total business-type activities depreciation expense	<u>\$ 1,290,917</u>

6. Economic Development Liabilities

Economic Development Agreement – Lowe's

On October 12, 2004, the City entered into an economic development agreement with Lowe's Home Centers, Inc. to provide economic development incentives to insure the construction of a Lowe's Home Improvement Warehouse in the City. The agreement requires the City to deliver incentives in the amount of \$2,000,000 to Lowe's Home Centers, Inc. with \$1,000,000 to be deposited into an escrow account and approximately \$1,000,000 to be paid to Lowe's Home Centers, Inc. on opening day for reimbursement of infrastructure expenses of up to \$800,000 and \$200,000 for the initial annual economic incentive payment. The City will then pay Lowe's Home Centers, Inc. \$200,000 each year on the anniversary of the opening date from the escrow account until all economic development incentives paid to Lowe's Home Centers, Inc. equals \$2,000,000. The annual economic incentive payment will be subject to a minimum gross sales increase of \$1,000,000 each year and the maintenance of at least 100 employees for the agreement term of 10 years.

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The agreement states that the City will reimburse Lowe's Home Centers, Inc. for the public infrastructure improvements (estimated at an amount up to \$800,000) and the initial economic development incentive payment of \$200,000 on the opening date. The City made a payment to Lowe's Home Centers, Inc. during fiscal year 07-08, related to the opening day agreement, in the amount of \$597,651 (due to Lowe's not meeting certain requirements for the full estimate).

No payments were made to Lowe's out of the escrow account during fiscal year 08-09. \$200,000 was paid to Lowe's in March 2010. In addition, \$400,000 was paid to Lowe's in FY 10-11. No payments were made to Lowe's out of the escrow account during fiscal year 11-12 or fiscal year 12-13. The City has recorded on the financial statements of McAlester Public Works Authority an escrow deposit liability in the amount of \$510,891, which includes interest earned on the deposit. This amount is considered a current liability of the MPWA.

7. Long-Term Debt and Debt Service Requirements

For the year ended June 30, 2013, the reporting entity's long-term debt changed as follows:

	(Restated) Balance June 30, 2012	Additions	Deductions	Balance June 30, 2013	Amounts Due Within One Year
Governmental Activities:					
Capital Lease Obligations	\$ 282,117	\$ -	\$ 201,674	\$ 80,443	\$ 37,664
Accrued Compensated Absences	2,119,295	190,737	230,357	2,079,675	207,968
Claims Liability	409,499	362,992	217,270	555,221	-
Net Pension Benefit Obligation	349,341	31,593	-	380,934	-
Total Governmental Long-Term Debt	\$ 3,160,252	\$ 585,322	\$ 649,301	\$ 3,096,273	\$ 245,632
Business-type Activities:					
Landfill Closure and Post-closure Liability	\$ 3,312,793	\$ 309,738	\$ -	\$ 3,622,531	\$ 362,253
Due to Depositors	429,429	125,631	105,567	449,493	89,899
Net Pension Benefit Obligation	103,878	13,782	-	117,660	-
Notes Payable	810,602	-	196,919	613,683	132,105
Contract Obligations	1,131,249	-	188,542	942,707	188,542
Water Contract Obligations	227,550	-	25,963	201,587	26,629
Revenue Bonds Payable	55,895,942	35,326,648	29,175,667	62,046,923	3,170,000
Accrued Compensated Absences	300,264	27,024	51,711	275,577	27,558
Total Business-type Long-Term Debt	\$ 62,211,707	\$ 35,802,823	\$ 29,744,369	\$ 68,270,161	\$ 3,996,986
			Less: Unamortized Discount	(152,874)	
				\$ 68,117,287	

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Governmental activities long-term debt:

Unless otherwise indicated, the governmental activities long-term debt obligations are generally paid from the General Fund.

Capital Lease Obligations:

\$180,987 capital lease with First National Bank for street dept freightliner, payable in monthly installments of \$3,379, final payment due July 28, 2015, with interest at 4.55%, paid from the Capital Improvement Plan Fund \$ 80,443

Capital Lease Obligations:

Current portion	\$ 37,664
Noncurrent portion	<u>42,779</u>
Total Capital Lease Obligations	<u>\$ 80,443</u>

Accrued Compensated Absences:

Current portion	\$ 207,968
Noncurrent portion	<u>1,871,707</u>
Total Accrued Compensated Absences	<u>\$ 2,079,675</u>

Claims Liability:

Current portion	\$ -
Non-current portion	<u>555,221</u>
Total Claims Liability	<u>\$ 555,221</u>

Net Pension Obligation:

Current portion	\$ -
Non-current portion	<u>380,934</u>
Total Pension Obligation	<u>\$ 380,934</u>

Business-type activities long-term debt:

Notes Payable:

1999 CDBG-EDIF Promissory Note with McAlester Economic Development Service dated September 19, 2000, original amount of \$275,000 with an annual interest rate of 0.00%, due in monthly installments of \$1,146, final installment November 1, 2021. \$ 115,729

2006 CDBG-ED Promissory Note with City of McAlester dated October 1, 2006, original amount of \$125,000, reduced to \$67,800, with an annual interest rate of 0.00%, due in monthly installments of \$282.50, final installment October 1, 2026. 46,330

MAA Note Payable with First National Bank, renewed on August 11, 2011, original line of credit amount of \$405,325, with an annual interest rate of 4.25%, due in monthly installments of \$2,510, final installment August 15, 2013. 303,754

PWA Note Payable for caterpillar & trash compactor with First National Bank dated December 14, 2009, original amount of \$455,000 with an annual interest rate of 4.7%, due in monthly installments of \$8,524, final installment December 14, 2014. 147,870

Total Notes Payable \$ 613,683

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Current portion	\$ 132,105
Non-current portion	<u>481,578</u>
Total Notes Payable	<u>\$ 613,683</u>
Water Rights Contract:	
1987 contract with U.S. Army Corps of Engineers dated December 11, 1987, original amount of \$719,075 with an annual interest rate of 2.59% due in annual installments of \$31,859, final installment December 12, 2019.	
	<u>\$ 201,587</u>
Current portion	\$ 26,629
Non-current portion	<u>174,958</u>
Total Water Rights Contract	<u>\$ 201,587</u>
Contract Obligation:	
2011 contract with Utility Service Co., Inc. for renovation of storage tanks dated January 17, 2011, original amount of \$1,456,000 with an annual interest rate of 0%, due in annual installments of \$188,542, final installment January 17, 2018.	
	<u>\$ 942,707</u>
Current portion	\$ 188,542
Non-current portion	<u>754,165</u>
Total Water Rights Contract	<u>\$ 942,707</u>
Revenue Bonds Payable:	
2002 Series Utility System Revenue Bonds:	
Term bonds in the amount of \$15,365,000 dated July 1, 2002, issued by McAlester Public Works Authority, secured by utility revenue and pledged sales tax, total principal due at maturity, interest Rate at 4.30%, final maturity February 1, 2034.	
	13,240,000
Capital appreciation bonds in the face amount of \$3,037,176 dated July 1, 2003, issued by McAlester Public Works Authority, secured by utility revenue and pledged sales tax, principal maturing at the accreted value of \$17,560,000, interest rate at 4.30%, final maturity February 1, 2034. Interest is accreted (or added to the principal balance) until maturity, at which time, the entire principal balance of \$17,560,000 will be due and payable.	
	17,560,000
	Less: Unaccreted portion <u>(11,948,077)</u>
	<u>5,611,923</u>
2003A Series Sales Tax Revenue Bonds:	
Term Bonds in the amount of \$7,000,000 dated July 1, 2003, issued by McAlester Public Works Authority, secured by pledged sales tax, total principal due at maturity, initial interest rate at 2.10% increasing to 5.50%, final maturity September 1, 2018.	
	3,715,000
2011 Taxable Series Sales Tax Revenue Refunding Bonds:	
Serial Bonds in the amount of \$5,490,000 dated December 1, 2011, issued by McAlester Public Works Authority, secured by pledged sales tax, principal maturing annually ranging from \$180,000 to \$445,000, interest rate at 2.695%, final maturity September 1, 2018	
	4,555,000
2012 Taxable Series Utility System & Sales Tax Revenue Refunding Notes:	
Serial Bonds in the amount of \$26,120,000 dated December 28, 2012, issued by McAlester Public Works Authority, secured by utility revenues and pledged sales tax, principal maturing semi-annually ranging from \$85,000 to \$1,275,000, interest rate at 3.8%, final maturity February 1, 2027	
	26,035,000

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2013 Series Utility System & Sales Tax Revenue Notes:

Serial Bonds in the amount of \$8,890,000 dated June 1, 2013, issued by McAlester Public Works Authority, secured by utility revenues and pledged sales tax, principal maturing semi-annually ranging from \$125,000 to \$1,205,000, interest rate at 3.53%, final maturity February 1, 2028 8,890,000

Total Revenue Bonds Payable	<u>\$ 62,046,923</u>
Current portion	\$ 3,170,000
Noncurrent portion	<u>58,876,923</u>
Total Revenue Bonds Payable	<u>\$ 62,046,923</u>
Unamortized bond discount	(152,874)
Total Revenue Bonds Payable, net	<u>\$ 61,894,049</u>

Landfill Closure and Post-Closure Liability:

A \$3,622,531 accrued liability has been recognized in the McAlester Public Works Authority to represent the total estimated amount owed by the Authority for closure and postclosure requirements dictated by the U.S. Environmental Protection Agency and the Oklahoma Department of Environmental Quality regulations and represented the cumulative amount of such costs reported to date based on the use of approximately 75.46% of the estimated capacity of the landfill. It is estimated that an additional \$1,177,898 will be recognized as closure and postclosure expense between the current balance sheet date and the date the landfill is expected to be filled to capacity. However, the actual cost of closure and postclosure may be higher due to inflation, changes in technology, or changes in landfill laws and regulation. The restricted use of the landfill has extended its life. The estimated remaining landfill life is now 39 years.

Current portion	\$ 362,253
Noncurrent portion	<u>3,260,278</u>
Total Landfill Closure and Postclosure Liability	<u>\$ 3,622,531</u>

Accrued Compensated Absences:

Current portion	\$ 27,558
Noncurrent portion	<u>248,019</u>
Total Accrued Compensated Absences	<u>\$ 275,577</u>

Deposits Subject to Refund:

Current portion	\$ 89,899
Noncurrent portion	<u>359,594</u>
Total Deposits Subject to Refund	<u>\$ 449,493</u>

Net Pension Obligation:

Current portion	\$ -
Non-current portion	<u>117,660</u>
Total Net Pension Obligation	<u>\$ 117,660</u>

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Debt Service Requirements to Maturity

Long-term debt service requirements to maturity of the primary government are as follows:

Year Ended June 30,	<u>Governmental Activity Debt</u>			
	<u>Capital Lease Obligations Payable</u>			
	<u>Principal</u>	<u>Interest</u>		
2014	\$ 37,664	\$ 2,882		
2015	39,413	1,133		
2016	<u>3,366</u>	<u>13</u>		
Total	<u>\$ 80,443</u>	<u>\$ 4,028</u>		

Year Ended June 30,	<u>Business-Type Activity Debt</u>			
	<u>Notes Payable</u>		<u>Contract Obligation Payable</u>	
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
2014	\$ 132,105	\$ 17,447	\$ 188,542	\$ -
2015	85,895	12,511	188,542	-
2016	36,239	11,021	188,541	-
2017	265,945	1,864	188,541	-
2018	17,140	-	188,541	-
2019-2023	63,929	-	-	-
2024-2027	<u>12,430</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>\$ 613,683</u>	<u>\$ 42,843</u>	<u>\$ 942,707</u>	<u>\$ -</u>

Year Ended June 30,	<u>Water Rights Contract Obligation</u>		<u>Revenue Bonds Payable</u>	
	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>
	2014	\$ 26,629	\$ 5,289	\$ 3,170,000
2015	27,328	4,591	3,490,000	2,126,522
2016	28,044	3,874	3,650,000	1,992,805
2017	28,780	3,139	3,825,000	1,851,650
2018	29,534	2,385	4,000,000	1,702,228
2019-2023	61,272	2,544	16,015,000	6,365,954
2024-2028	-	-	19,965,000	2,962,425
2029-2033	-	-	4,436,227	9,853,038
2034	<u>-</u>	<u>-</u>	<u>920,949</u>	<u>4,849,051</u>
Total	<u>\$ 201,587</u>	<u>\$ 21,822</u>	59,472,176	33,849,145
Accreted Portion of Debt			<u>2,574,747</u>	<u>(2,574,747)</u>
			<u>\$ 62,046,923</u>	<u>\$ 31,274,398</u>

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Refunding

On December 28, 2012, the City issued \$26.12 million Series 2012 Utility System & Sales Tax Revenue Refunding Notes with an interest rate of 3.8% to refund \$14,665,000 of outstanding 1999A Series Utility System Serial and Term Revenue Bonds and \$12,800,667 of outstanding 1999A Series Utility System Capital Appreciation Revenue Bonds, with an average interest rate of 4.5% and an interest rate of 5.75%, respectively. The net proceeds of \$27,887,436 (after receipt of \$1,656,467 from 1999A trust accounts, \$3,260,000 from Dedicated Sales Tax-MPWA fund, payment of \$541,910 of issuance costs, set up of \$2,602,295 reserve fund and \$4,826 to a sinking account) were used to purchase U.S. Government securities. Those securities were deposited in an irrevocable trust with an escrow agent to provide for all future debt service payments on the 1999A bonds. As a result, the 1999A Series bonds are considered to be defeased and the liability for those bonds has been removed from the government-wide statement of net position. These bonds were fully redeemed on February 1, 2013.

The refunding resulted in a difference between the reacquisition price and the net carrying amount of the old debt of \$728,714. This difference, reported in the accompanying financial statements as a deferred outflow of resources, is being charged to operations through the year 2027 using the straight line method. The City completed the refunding to reduce its total debt service payments over the next seven years by \$9,767,991 and to obtain an economic gain (the difference between the present values of the old and new debt service payments) of \$3,596,093.

Component Units have the following long-term debt at June 30, 2013:

	Balance June 30, 2012	Additions	Deductions	Transfers	Balance June 30, 2013	Amounts Due Within One Year
Component Unit Activities (MRHCA):						
Capital Lease Obligations	\$ 1,121,302	\$ 413,453	\$ 684,618	\$ -	\$ 850,137	\$ 462,008
Notes Payable to Vendors	319,584	-	247,553	-	72,031	72,031
Notes Payable to Banks	1,140,173	-	237,273	-	902,900	183,370
Total Component Unit Debt	\$ 2,581,059	\$ 413,453	\$ 1,169,444	\$ -	\$ 1,825,068	\$ 717,409

Notes Payable to Banks (MRHCA):

The notes payable to banks are due between November 2013 and December 2022, payable monthly, including interest at rates of 3.25% to 5.50%. The notes are secured by real estate and certain capital assets. The debt service requirements as of June 30, 2013, are as follows:

Year Ended June 30,	Discretely Presented Component Unit Debt	
	Notes Payable to Banks	
	Principal	Interest
2014	\$ 183,370	\$ 38,652
2015	487,597	20,077
2016	32,435	11,072
2017	27,694	9,626
2018	29,155	8,166
2019-2023	142,649	16,544
Total	\$ 902,900	\$ 104,137

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Notes Payable to Vendor (MRHCA):

The notes payable to vendor are due November 2013, payable monthly, including interest at a rate of 8.18%. The debt service requirements as of June 30, 2013, are as follows:

Year Ended June 30,	<u>Discretely Presented Component Unit Debt</u>	
	<u>Notes Payable to Vendor</u>	
	<u>Principal</u>	<u>Interest</u>
2014	\$ 72,031	\$ 1,508
Total	<u>\$ 72,031</u>	<u>\$ 1,508</u>

Capital Lease Obligations (MRHCA):

The McAlester Regional Health Center Authority is obligated under leases for equipment that are accounted for as capital leases. The following is a schedule by year of future minimum lease payments under the capital leases, including interest at rates of 0.5% to 8.3% together with the present value of the future minimum lease payments as of June 30, 2013:

Year Ended June 30,	<u>Capital Lease Obligations Payable</u>
2014	\$ 485,306
2015	295,503
2016	<u>101,758</u>
Total minimum lease payments	882,567
Less amount representing interest	<u>32,430</u>
Present value of future minimum lease payments	<u>\$ 850,137</u>

8. Net Position and Fund Balances

The following tables show the fund balance classifications as shown on the Governmental Funds Balance Sheet in accordance with GASB Statement 54 and Proprietary Fund Statement of Net Position:

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	General Fund	Reserve Fund	Capital Improvement Plan Fund	Dedicated Sales Tax - MPWA	Other Governmental Funds	Total
Fund Balance:						
Restricted For:						
Grant purposes	\$ -	\$ -	\$ -	\$ -	\$ 260	\$ 260
Juvenile programs	-	-	-	-	9,267	9,267
Tourism	-	-	-	-	141,249	141,249
E911	-	-	-	-	1,174,879	1,174,879
Economic development	-	-	-	-	1,060,577	1,060,577
Other	-	-	-	-	55,258	55,258
Police capital outlay	-	-	-	-	80,529	80,529
Cemetery	-	-	-	-	368,674	368,674
Technology improvements	-	-	-	-	15,341	15,341
Emergencies	-	3,628,727	-	-	-	3,628,727
Capital improvements-bond repayment	-	-	800,000	-	-	800,000
Debt Service	-	-	-	1,427,998	1,011,264	2,439,262
Sub-total Restricted	-	3,628,727	800,000	1,427,998	3,917,298	9,774,023
Assigned to:						
Tourism	-	-	-	-	470,792	470,792
Economic development	-	-	-	-	639,461	639,461
Other	-	-	-	-	32,744	32,744
Police capital outlay	-	-	-	-	218	218
Cemetery	-	-	-	-	221	221
Capital improvements	-	-	1,059,396	-	-	1,059,396
Nutrition services	6,143	-	-	-	-	6,143
Sub-total Assigned	6,143	-	1,059,396	-	1,143,436	2,208,975
Unassigned	2,348,271	-	-	-	-	2,348,271
Total Fund Balance	\$ 2,354,414	\$ 3,628,727	\$ 1,859,396	\$ 1,427,998	\$ 5,060,734	\$ 14,331,269

Enterprise Funds:

Restricted For Economic Development	\$ 40,988
Restricted For Street Improvements	7,866,403
Total Enterprise Fund Restrictions	<u>\$ 7,907,391</u>

Restricted Net Position – Governmental Activities

The following table shows the net position restricted for other purposes as shown on the Statement of Net Position:

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Fund	Restricted By	Amount
Juvenile Fine Fund	State statutes and/or debt indentures	\$ 9,267
State Forfeiture Fund	State statutes and/or debt indentures	3,109
Cemetery Perpetual Care Fund	State statutes and/or debt indentures	368,674
Federal Forfeiture Fund	State statutes and/or debt indentures	50,965
Capital Improvement Plan Fund	State statutes and/or debt indentures	800,000
		<u>\$ 1,232,015</u>
Dedicated Sales Tax - MPWA	External parties (voters)	\$ 1,427,998
E911 Fund	External parties (voters)	1,174,879
Reserve Fund	External parties (voters)	3,628,727
Tourism / SE Expo Fund	External parties (voters)	141,249
Economic Development Fund	External parties (voters)	1,060,577
Gifts & Contributions Fund	External parties (donors)	55,258
Sales Tax - Schools Fund	External parties (voters)	1,011,264
Fire Improvement Grant Fund	External parties (grantors)	260
Police Equipment Fund	External parties (grantors)	26,455
Technology Fund	External parties (voters)	15,341
		<u>\$ 8,542,008</u>

Adoption of New Accounting Principle

Beginning net position was restated as of June 30, 2013 as follows:

	Fund Level	Government-Wide
	MPWA	Business-Type Activities
Beginning net position, as previously reported	(\$29,727,451)	(\$26,716,584)
Write-off of unamortized bond issue costs	(1,663,121)	(1,663,121)
Beginning net position, restated	<u>(\$31,390,572)</u>	<u>(\$28,379,705)</u>

In addition, the City adjusted the beginning balances of capital assets and long-term debt in the amount of \$1,131,249 as reflected above in Notes 5 and 7, respectively. These restatements had no impact on beginning net position as of July 1, 2012.

9. Dedicated Tax Revenues and Pledges of Future Revenues

Sales and Use Tax

Sales and use tax revenue represents a 3.50 cents tax on each dollar of taxable sales which is recorded as revenue within the respective funds. Upon receipt, the sales tax is recorded as follows:

- 2 cents is recorded in the General Fund.
- 1 cent recorded in the Dedicated Sales Tax Fund MPWA and then transferred to the McAlester Public Works Authority Fund for the payment of debt service restricted by voter approval.
- ¼ cent recorded in the Sales Tax Schools Fund for the acquisition, construction, equipment and financing of education facilities and the payment of debt service for such purpose restricted by voter approval (effective April 1, 2003).

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- ¼ cent recorded in the Economic Development Fund for economic development and the payment of debt service for such purpose restricted by voter approval (effective April 1, 2003).

Pledge of Future Revenues

Sales Tax and Utility Net Revenues Pledge - The City has pledged one and one-half cents (or 42.86%) of future sales tax revenues to repay \$62,046,923 of Series 2002, 2003, 2011, 2012 and 2013 Sales Tax and Utility System Bonds. Proceeds from the bonds provided financing for capital assets, economic development, and school related capital contributions. The 2003A and 2011 bonds are payable solely from pledged sales tax revenues. The 2002, 2012 and 2013 bonds and the 1999 loan are payable from pledged sales tax revenues and further secured by net water, wastewater, and sanitation revenues. The bonds are payable anywhere from 2014 through 2034. The total principal and interest payable for the remainder of the life of these bonds is \$93,321,321, which includes \$17,560,000 of accreted bonds. Pledged sales taxes transferred in the current year were \$4,979,245 (excluding the additional \$3,260,000 sales tax transferred for the refunding) and the net utility revenues were \$2,745,628. Debt service payments of \$3,256,818, excluding accreted interest, for the current fiscal year were 65.4% of the pledged and transferred sales taxes and 42.2% of both pledged and transferred sales taxes and utility revenues.

10. Internal and Interfund Balances and Transfers

Transfers:

Internal transfers between funds and activities for the year ended June 30, 2013, were as follows:

Transfer From	Transfer To	Amount	Nature of Transfer
General Fund	McAlester Airport Authority	\$ 106,378	Operating transfer
General Fund	Gifts & Contributions Fund	6,801	Transfer of donations
General Fund	Capital Improvement Plan Fund	387,667	Transfer for capital improvements
Capital Improvement Plan Fund	MPWA	324,751	Debt service payments
Dedicated Sales Tax Fund	MPWA - Bond Trustee Acct	6,700,266	Debt payments to trustee bank
Sales Tax - Schools Fund	MPWA - Bond Trustee Acct	647,131	Debt payments to trustee bank
Economic Development Fund	MPWA - Bond Trustee Acct	891,848	Debt payments to trustee bank
Economic Development Fund	MPWA	3,390	Trustee bank fiscal agent fees
MPWA	General Fund	1,743,051	Operating transfer
MPWA	CDBG Grants Fund	6,282	Matching grant monies
MPWA - Bond Trustee Acct	Economic Development Fund	144,886	Reimburse for capital outlay expense
		\$ 10,962,451	
	Transfers	Transfers	Net Transfers/ Internal Activity
	In	Out	
Reconciliation to Fund			
Financial Statements:			
Governmental Funds	\$ 2,288,687	\$ (9,068,232)	\$ (6,779,545)
Enterprise Funds	8,673,764	(1,894,219)	6,779,545
Total Transfers	\$ 10,962,451	\$ (10,962,451)	\$ -
Reconciliation to statement of activities:		Governmental	Business-Type
Net transfers		\$ (6,779,545)	\$ 6,779,545
Reclassification of grant revenue between activities		637,874	(637,874)
Reclassification of capital asset purchases between activities		(1,039,192)	1,039,192
Total Transfers - Internal Activity		\$ (7,180,863)	\$ 7,180,863

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Balances:

Interfund receivables and payables at June 30, 2013, were as follows:

<u>Due From</u>	<u>Due To</u>	<u>Amount</u>	<u>Nature of Interfund Balance</u>
General Fund	Capital Improvement Plan Fund	\$ 800,000	Bond related issues
General Fund	Fleet Maintenance Fund	21,612	GF share of payroll liability
General Fund	Workers Compensation Fund	462,347	GF share of claims liability
Juvenile Fine Fund	Gifts & Contributions Fund	25,000	Park donation
MPWA	Fleet Maintenance Fund	7,571	GF share of payroll liability
MPWA	Workers Compensation Fund	92,874	GF share of claims liability
		<u>\$ 1,409,404</u>	

	<u>Due From Other Fund</u>	<u>Due To Other Funds</u>	<u>Internal Service Funds Reconciliation</u>	<u>Net Activity/ Internal Balances</u>
Reconciliation to Fund				
Financial Statements:				
Governmental Funds	\$ 825,000	\$ (1,308,959)	\$ 584,404	\$ 100,445
Enterprise Funds	-	(100,445)	-	(100,445)
Total Interfund Balances	<u>\$ 825,000</u>	<u>\$ (1,409,404)</u>	<u>\$ 584,404</u>	<u>\$ -</u>

The City continues to report an interfund receivable/payable in the original amount of \$3,291,826 between the General Fund and the Capital Improvement Plan Fund (MPWA). This interfund receivable/payable is the result of questions raised in a forensic audit dealing with questioned transfers made in prior years from the MPWA to the General Fund. At the current time, the City has developed a schedule of annual reimbursements to be made by the General Fund to the Capital Improvement Plan Fund(MPWA) until the interfund payable is deemed to be satisfied. The current balance of this interfund receivable/payable is \$800,000.

11. Risk Management

The City is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors and omissions; injuries to employees; employee health and life; and natural disasters. The City manages these various risks of loss as follows:

- General Liability and Physical Property – Purchased commercial insurance with no risk of loss retained.
- Workers' Compensation – Self- insured up to \$250,000 per occurrence. Additional coverage is maintained with a reinsurance policy up to a \$5,000,000 limit. The reinsurance policy also covers aggregate losses exceeding \$800,000 with a limit of \$1,000,000 during the two year policy period.
- Dental Insurance – Self- insured.
- Employee's Group Medical – Covered through purchased commercial insurance with no risk of loss retained.

Management believes the insurance coverage listed above is sufficient to preclude any significant uninsured losses to the City. There were no significant changes in coverage in the current year and settled claims have not exceeded this insurance coverage in any of the past three fiscal years.

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Claims Liability Analysis

The claims liabilities related to the above noted risks of loss that are retained are determined in accordance with the requirements of Statement of Financial Accounting Standard No. 5, which requires that a liability for claims be reported if information prior to the issuance of the financial statements indicates that it is probable that a liability has been incurred at the date of the financial statements and the amount of the loss can be reasonably estimated. For workers' compensation, changes in the claims liability for the City from July 1, 2010 to June 30, 2013 are as follows:

	Total Claims Liability
Claims liability, July 1, 2010	\$ 304,113
Claims incurred	397,938
Claims paid	(382,292)
Claims liability, July 1, 2011	319,759
Claims incurred	475,561
Claims paid	(385,821)
Claims liability, June 30, 2012	409,499
Claims incurred	362,992
Claims paid	(217,270)
Claims liability, June 30, 2013	\$ 555,221

12. Contingencies

Litigation:

The City is a party to various legal proceedings which normally occur in the course of governmental operations. The financial statements do not include accruals or provisions for loss contingencies that may result from these proceedings. State statutes provide for the levy of an ad valorem tax over a three-year period by a City Sinking Fund for the payment of any court assessed judgment rendered against the City. While the outcome of the above noted proceedings cannot be predicted, due to the insurance coverage maintained by the City and the State statute relating to judgments, the City feels that any settlement or judgment not covered by insurance would not have a material adverse effect on the financial condition of the City.

Federal and State Award Programs:

The City of McAlester participates in various federal or state grant/loan programs from year to year. In 2013, the City's involvement in federal and state award programs was significant. The grant/loan programs are often subject to additional audits by agents of the granting or loaning agency, the purpose of which is to ensure compliance with the specific conditions of the grant or loan. The City has not been notified of any noncompliance with federal or state award requirements. Any liability for reimbursement which may arise as a result of these audits cannot be reasonably determined at this time, although it is believed the amount, if any, would not be material.

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DEQ Consent Order:

The City of McAlester is currently under two Consent Orders from the Oklahoma Department of Environmental Quality related to the water treatment plant; Case No. 07-233 and Case 09-241. Case 07-233 relates to disinfection by-products (dbp's). This work has been completed and the plant is approaching compliance. Compliance was required by July 1, 2013 but DEQ extended the deadline for the engineering report is to be submitted by January 1, 2014. Case 09-241 relates to the discharge from the plant's backwash lagoons. As approved by DEQ, the Lagoon Improvements schedule sets the completion of construction to be by January 2014 and compliance achieved by July 1, 2014.

13. Pension Plan Participation

The City of McAlester participates in three pension or retirement plans:

1. Oklahoma Firefighter's Pension and Retirement System (OFPRS) – a statewide cost-sharing plan
2. Oklahoma Police Pension and Retirement System (OPPRS) – a statewide cost-sharing plan
3. City of McAlester Employee's Retirement System – a single-employer defined benefit plan

City of McAlester Employee's Retirement System Defined Benefit Plan:

The City contributes to the City of McAlester Employees' Retirement System (the "System"), which is a single employer defined benefit pension plan administered by the City of McAlester City Council. All non-union full-time City employees participate in the System. The City's retirement ordinance requires that actuarial valuations be performed annually to determine if the City's fixed contribution rate is adequate to fund the actuarially determined contribution requirement. The System does not issue separate annual financial statements. On June 30, 2013 the Defined Benefit Pension Plan was frozen for all non-uniform active participants.

The following is a summary of funding policies, contribution methods, and benefit provisions:

Year established and governing authority	1995 by City Council Ordinance
Determination of Contribution requirements	Actuarially determined
Employer	22.7% of Payroll (\$931,814 annual required contribution)
Plan members	None required
Funding of administrative costs	Investment earnings
Period required to vest	10 years
Eligibility for distribution	Age 55 with ten years credited service. Annual rate of retirement starts at 5% at age 56.
Provisions for:	
Disability benefits	Yes
Death benefits	Yes

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Annual Required Contributions

Actuarial assumptions:

Valuation date	July 1, 2013
Actuarial cost method	Projected Unit Credit Cost Method
Amortization method	Level Dollar
Amortization period	30 years remaining
Actuarial asset valuation method	5-year weighted average market value, recognizing gains and losses at the rate of 20% per year.
Investment rate of return	7.2%
Projected salary increases	Frozen at this time

B. Summary of Significant Accounting Policies and Plan Asset Matters

Basis of Accounting - Disclosures of the System's financial condition are prepared using the accrual basis of accounting. Employer contributions are recognized as System revenues in the period in which employee services are performed.

Method Used to Value Investments - Values of System assets are reported at fair value which approximates market. As of June 30, 2013, the System held no related party investments or individual investments (other than U.S. government and U.S. government guaranteed securities) whose market value exceeds five percent or more of the net position available for benefits.

C. Annual Pension Cost and Net Pension Obligation

The annual pension cost and net pension obligation to the Plan for the fiscal year ended June 30, 2013 was as follows:

	<u>2013</u>
Annual pension cost	\$ 922,567
Contributions made	<u>(877,216)</u>
Increase (decrease) in net pension obligation	45,351
Net pension obligation beginning of year	<u>453,219</u>
Net pension obligation end of year	<u>\$ 498,570</u>

D. Trend Information

McAlester Employees' Retirement System			
Fiscal Year	Required Contribution	Percentage Contributed	Net Pension Obligation (Asset)
2011	806,226	101.0%	462,795
2012	875,888	101.1%	453,219
2013	922,567	95.1%	498,570

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Funded Status and Funding Progress

As of July 1, 2013, the funded status of the McAlester Employees' Retirement System defined benefit plan is as follows:

Actuarial accrued liability (AAL)	\$16,127,470
Actuarial value of plan assets	<u>11,320,333</u>
Overfunded (Unfunded) actuarial accrued liability (UAAL)	<u>\$ (4,807,137)</u>
Funded ratio (actuarial value of plan assets/AAL)	70.2%
Annual covered payroll (active plan members)	\$4,264,310
UAAL as a percentage of covered payroll	112.7%

The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, presents multi-year trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

Firefighter Pension System:

Plan Summary Information. The City of McAlester, as the employer, participates in a statewide cost-sharing multiple employer defined benefit pension plan through the Oklahoma Firefighter's Pension and Retirement System (OFPRS). The OFPRS defined benefit pension plan provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Pursuant to the requirements of Title 11, section 22-102, the City must participate in the plan if they employ fulltime or volunteer firefighters.

The State made on-behalf payments to the Oklahoma Firefighter's Pension and Retirement System of \$627,540 (or 30.0% of covered payroll).

The OFPRS issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained by writing to OFPRS, 4545 N. Lincoln Blvd., Suite 265, Oklahoma City, OK 73105-3414.

Funding Policy. OFPRS plan members are required to contribute 8% of their annual salary to the plan. The City is required by state law to contribute 13% of the members' annual salary. The plan is funded by contributions from participants, employers, insurance premium taxes, and state appropriations, as necessary.

Police Pension System:

Plan Summary Information. Pursuant to the requirements of Title 11, section 22-102, the City of McAlester participates in the statewide cost-sharing multi-employer defined benefit plan administered by the Oklahoma Police Pension and Retirement System (OPPRS).

The State made on-behalf payments to the Oklahoma Police Pension and Retirement System of \$263,426 (or 11.8% of covered payroll).

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The OPPRS issues a publicly available report that includes financial statements, which can be obtained from the Oklahoma Police Pension and Retirement System, 1001 N.W. 63rd Street, Oklahoma City, OK, 73116-7335.

Funding Policy. OPPRS plan members are required to contribute 8% of their annual salary to the plan. The City is required by state law to contribute 13% of the members' annual salary. The plan is funded by contributions from participants, employers, insurance premium taxes, and state appropriations, as necessary.

Summary of Contributions:

Oklahoma Firefighter's Pension and Retirement System			Oklahoma Police Pension and Retirement System		
Fiscal Year	Required Contribution	Percentage Contributed	Fiscal Year	Required Contribution	Percentage Contributed
2011	269,253	100%	2011	295,100	100%
2012	263,781	100%	2012	282,222	100%
2013	271,937	100%	2013	290,215	100%

14. Subsequent Events

On June 30, 2013 the Defined Benefit Pension Plan was frozen for all non-uniform active participants. On July 1, 2013, the City introduced a Defined Contribution Plan for all non-uniform active participants.

REQUIRED SUPPLEMENTARY INFORMATION

Draft Restricted for Management's Use

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Budgetary Comparison Schedules (Budgetary Basis) – Year Ended June 30, 2013

	GENERAL FUND (BUDGETARY BASIS)			
	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance:	\$ 56,607	\$ 381,685	\$ 1,975,485	\$ 1,593,800
Resources (Inflows):				
TAXES:				
Sales tax	8,340,300	7,925,300	7,731,837	(193,463)
Use tax	590,600	654,776	699,017	44,241
Franchise tax	626,000	584,712	523,992	(60,720)
Total Taxes	<u>9,556,900</u>	<u>9,164,788</u>	<u>8,954,846</u>	<u>(209,942)</u>
INTERGOVERNMENTAL:				
Alcoholic beverage tax	122,300	122,300	129,154	6,854
Tobacco/cigarette tax	214,200	214,200	177,428	(36,772)
Gas excise tax	52,400	52,400	33,805	(18,595)
Vehicle tax	124,100	124,100	129,652	5,552
Grant revenue	32,000	192,000	39,893	(152,107)
Total Intergovernmental	<u>545,000</u>	<u>705,000</u>	<u>509,932</u>	<u>(195,068)</u>
CHARGES FOR SERVICES:				
Court costs	251,200	251,200	282,787	31,587
Cemetery opening/closing	29,100	29,100	28,481	(619)
Cemetery fees	19,000	19,000	16,600	(2,400)
Swimming pool revenue	28,500	28,500	22,759	(5,741)
Ambulance revenue	457,900	457,900	421,851	(36,049)
Street cuts	4,000	4,000	3,797	(203)
Recreation fees	6,000	6,000	20,396	14,396
Administrative reimbursement	17,400	17,400	7,000	(10,400)
Oil and gas leases	1,113,200	986,200	1,061,295	75,095
Abatements	13,800	13,800	25,228	11,428
Rental property	600	600	550	(50)
Rental rooms	6,500	6,500	5,305	(1,195)
Burgular alarms	7,500	7,500	9,075	1,575
Complex concessions	14,000	14,000	6,012	(7,988)
Complex rental	14,500	14,500	12,080	(2,420)
Total Charges for Services	<u>1,983,200</u>	<u>1,856,200</u>	<u>1,923,216</u>	<u>67,016</u>
FINES AND FORFEITURES	<u>661,200</u>	<u>661,200</u>	<u>620,897</u>	<u>(40,303)</u>
LICENSES AND PERMITS	<u>86,000</u>	<u>86,000</u>	<u>111,896</u>	<u>25,896</u>
INVESTMENT INCOME	<u>52,000</u>	<u>52,000</u>	<u>27,728</u>	<u>(24,272)</u>
MISCELLANEOUS:				
Auctions	20,500	20,500	24,030	3,530
Hay sales	800	800	8,108	7,308
Vendors	500	500	700	200
Cemetery lots	12,500	12,500	22,116	9,616
Demolitions	500	500	4,450	3,950
Court admin fee	3,000	3,000	2,970	(30)
Miscellaneous	33,000	33,000	9,094	(23,906)
Credit card payment fees	6,800	6,800	8,359	1,559
Restitution reimbursements	5,500	5,500	5,541	41
Reimbursements	22,400	22,400	49,533	27,133
Total Miscellaneous	<u>105,500</u>	<u>105,500</u>	<u>134,901</u>	<u>29,401</u>
OTHER FINANCING SOURCES:				
Transfers from other funds	1,808,645	1,743,051	1,743,051	-
Total Other Financing Sources	<u>1,808,645</u>	<u>1,743,051</u>	<u>1,743,051</u>	<u>-</u>
Amounts available for appropriation	<u>14,855,052</u>	<u>14,755,424</u>	<u>16,001,952</u>	<u>1,246,528</u>

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GENERAL FUND (BUDGETARY BASIS)				
	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Charges to Appropriations (Outflows):				
LEGISLATURE:				
Mayor and Council:				
Personal services	4,845	4,845	4,845	-
Materials and supplies	7,000	1,350	798	552
Other services and charges	141,135	139,135	111,978	27,157
TOTAL LEGISLATURE	152,980	145,330	117,621	27,709
ADMINISTRATION:				
City Manager:				
Personal services	207,771	209,448	207,590	1,858
Materials and supplies	2,600	2,600	2,116	484
Other services and charges	48,600	108,100	90,358	17,742
Capital outlay	25,000	12,446	12,445	1
Total City Manager	283,971	332,594	312,509	20,085
Finance:				
Personal services	277,217	249,369	248,907	462
Materials and supplies	6,300	5,300	5,137	163
Other services and charges	9,600	6,597	2,353	4,244
Total Finance	293,117	261,266	256,397	4,869
City Clerk:				
Personal services	100,129	94,325	92,607	1,718
Materials and supplies	1,400	1,100	959	141
Other services and charges	14,350	13,262	12,974	288
Total City Clerk	115,879	108,687	106,540	2,147
City Attorney:				
Personal services	22,834	22,836	22,832	4
Materials and supplies	200	200	54	146
Other services and charges	91,200	136,200	108,289	27,911
Total City Attorney	114,234	159,236	131,175	28,061
Court:				
Personal services	152,746	152,656	148,435	4,221
Materials and supplies	5,000	4,000	2,575	1,425
Other services and charges	16,500	16,321	14,063	2,258
Total Court	174,246	172,977	165,073	7,904
Interdepartmental:				
Personal services	236,000	-	-	-
Materials and supplies	41,000	7,184	7,068	116
Other services and charges	1,209,631	707,811	644,613	63,198
Total Interdepartmental	1,486,631	714,995	651,681	63,314
Information Services:				
Personal services	68,647	69,402	68,601	801
Materials and supplies	4,650	3,812	3,253	559
Other services and charges	45,400	51,577	45,890	5,687
Capital outlay	24,000	15,000	14,573	427
Total Information Services	142,697	139,791	132,317	7,474

(Continued)

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(Continued)

	GENERAL FUND (BUDGETARY BASIS)			
	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
ADMINISTRATION, (Continued):				
CID:				
Personal services	599,091	604,973	586,781	18,192
Materials and supplies	9,900	9,900	5,883	4,017
Other services and charges	5,000	5,018	2,517	2,501
Total CID	<u>613,991</u>	<u>619,891</u>	<u>595,181</u>	<u>24,710</u>
TOTAL ADMINISTRATION	<u>3,224,766</u>	<u>2,509,437</u>	<u>2,350,873</u>	<u>158,564</u>
PUBLIC SAFETY:				
Patrol:				
Personal services	2,617,183	2,636,592	2,572,796	63,796
Materials and supplies	189,060	172,738	160,595	12,143
Other services and charges	61,750	178,680	141,803	36,877
Capital outlay	6,000	-	-	-
Debt service	62,220	132,964	127,778	5,186
Total Patrol	<u>2,936,213</u>	<u>3,120,974</u>	<u>3,002,972</u>	<u>118,002</u>
Animal Control:				
Personal services	75,348	62,740	53,784	8,956
Materials and supplies	9,800	10,177	7,216	2,961
Other services and charges	2,500	8,973	7,473	1,500
Capital outlay	-	24,000	16,276	7,724
Total Animal Control	<u>87,648</u>	<u>105,890</u>	<u>84,749</u>	<u>21,141</u>
Communications:				
Personal services	159,991	149,903	138,679	11,224
Materials and supplies	2,500	2,500	1,590	910
Other services and charges	2,500	2,500	479	2,021
Total Communications	<u>164,991</u>	<u>154,903</u>	<u>140,748</u>	<u>14,155</u>
Fire:				
Personal services	2,562,688	2,912,424	2,887,382	25,042
Materials and supplies	67,900	74,790	64,602	10,188
Other services and charges	58,300	99,356	87,730	11,626
Debt service	22,664	44,376	44,375	1
Total Fire	<u>2,711,552</u>	<u>3,130,946</u>	<u>3,084,089</u>	<u>46,857</u>
EMS:				
Materials and supplies	53,500	53,569	43,553	10,016
Other services and charges	50,800	53,700	48,991	4,709
Total EMS	<u>104,300</u>	<u>107,269</u>	<u>92,544</u>	<u>14,725</u>
TOTAL PUBLIC SAFETY	<u>6,004,704</u>	<u>6,619,982</u>	<u>6,405,102</u>	<u>214,880</u>
COMMUNITY SERVICES:				
Parks:				
Personal services	674,385	740,081	719,073	21,008
Materials and supplies	118,850	119,199	107,516	11,683
Other services and charges	56,000	112,001	98,050	13,951
Total Parks	<u>849,235</u>	<u>971,281</u>	<u>924,639</u>	<u>46,642</u>
Swimming Pools:				
Personal services	89,037	92,153	85,193	6,960
Materials and supplies	42,000	52,389	49,617	2,772
Other services and charges	7,000	7,000	6,995	5
Total Swimming Pools	<u>138,037</u>	<u>151,542</u>	<u>141,805</u>	<u>9,737</u>

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(Continued)

	GENERAL FUND (BUDGETARY BASIS)			
	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
COMMUNITY SERVICES, (Continued):				
Recreation:				
Personal services	187,552	188,961	176,317	12,644
Materials and supplies	25,950	22,434	18,934	3,500
Other services and charges	22,100	34,329	29,278	5,051
Capital outlay	-	3,399	3,399	-
Total Recreation	<u>235,602</u>	<u>249,123</u>	<u>227,928</u>	<u>21,195</u>
Cemetery:				
Personal services	307,345	308,046	305,981	2,065
Materials and supplies	30,050	29,624	25,569	4,055
Other services and charges	2,915	18,496	18,245	251
Capital outlay	-	79,640	79,640	-
Total Cemetery	<u>340,310</u>	<u>435,806</u>	<u>429,435</u>	<u>6,371</u>
Facility Maintenance:				
Personal services	189,432	192,157	183,656	8,501
Materials and supplies	66,750	62,988	35,892	27,096
Other services and charges	34,800	52,707	51,053	1,654
Total Facility Maintenance	<u>290,982</u>	<u>307,852</u>	<u>270,601</u>	<u>37,251</u>
TOTAL COMMUNITY SERVICES	<u>1,854,166</u>	<u>2,115,604</u>	<u>1,994,408</u>	<u>121,196</u>
ADMINISTRATIVE SERVICES:				
Planning & Community Development:				
Personal services	362,138	278,818	273,529	5,289
Materials and supplies	7,400	8,783	6,848	1,935
Other services and charges	87,600	91,507	48,532	42,975
Capital outlay	-	225,118	-	225,118
Total Planning & Community Development	<u>457,138</u>	<u>604,226</u>	<u>328,909</u>	<u>275,317</u>
Human Resources/Risk Management:				
Personal services	181,467	183,458	182,823	635
Materials and supplies	43,850	43,850	31,669	12,181
Other services and charges	31,800	27,144	16,504	10,640
Total Human Resources/Risk Management	<u>257,117</u>	<u>254,452</u>	<u>230,996</u>	<u>23,456</u>
TOTAL ADMINISTRATIVE SERVICES	<u>714,255</u>	<u>858,678</u>	<u>559,905</u>	<u>298,773</u>
PUBLIC WORKS:				
Streets:				
Personal services	650,554	612,126	585,700	26,426
Materials and supplies	432,438	385,136	341,321	43,815
Other services and charges	2,510	109,023	108,887	136
Capital outlay	625,000	625,000	83,602	541,398
Total Streets	<u>1,710,502</u>	<u>1,731,285</u>	<u>1,119,510</u>	<u>611,775</u>
TOTAL PUBLIC WORKS	<u>1,710,502</u>	<u>1,731,285</u>	<u>1,119,510</u>	<u>611,775</u>
OTHER FINANCING USES:				
Transfers to other funds	1,193,679	775,108	742,658	32,450
Total Charges to Appropriations	<u>14,855,052</u>	<u>14,755,424</u>	<u>13,290,077</u>	<u>1,465,347</u>
Ending Budgetary Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,711,875</u>	<u>\$ 2,711,875</u>

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	SPECIAL REVENUE - RESERVE FUND (Budgetary Basis)			
	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance	\$ -	\$ -	\$ 3,607,037	\$ 3,607,037
Resources (Inflows):				
Investment income	24,000	24,000	21,690	(2,310)
Amounts available for appropriation	<u>24,000</u>	<u>24,000</u>	<u>3,628,727</u>	<u>3,604,727</u>
Charges to appropriations (outflows):				
Transfers out	-	-	-	-
Total Charges to Appropriations	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Budgetary Fund Balance	<u>\$ 24,000</u>	<u>\$ 24,000</u>	<u>\$ 3,628,727</u>	<u>\$ 3,604,727</u>

Footnotes to Budgetary Comparison Schedules:

- The City prepares its budgets for all funds on the cash basis of accounting for all revenues except for those that are billed by the City (i.e., misc receivables and utility receivables). The modified accrual basis of accounting is used for budgeting of expenditures with the exception of the net effect of certain year-end payroll accruals and outstanding encumbrances related to capital items. The City utilizes encumbrance accounting under which purchase orders, contracts, and other commitments for the expenditure of funds are recorded in order to reserve a portion of the applicable appropriation. Encumbrances outstanding and their related appropriations are lapsed at year end and are re-appropriated and re-encumbered in the subsequent fiscal year.
- The legal level of appropriation control is the department level within a fund. Transfers of appropriation within a fund require the approval of the City Manager, subject to a dollar limitation of \$25,000. All transfers of appropriation above this limitation and all supplemental appropriations require the approval of the City Council. Supplemental appropriations must be filed with the Office of the State Auditor and Inspector.
- The budgetary basis differs from the modified accrual basis as shown in the schedule below:

	<u>General Fund</u>
Sources/Inflows of resources	
Actual amounts (budgetary basis) “available appropriation” from the budgetary comparison schedule	\$16,001,952
Differences – budget to GAAP:	
The fund balance at the beginning of the year is a budgetary resource but is not a current-year revenue for financial reporting purposes.	(1,975,485)
Transfers from other funds are inflows of budgetary resources but are not revenues for financial reporting purposes.	(1,743,051)
The City reports on-behalf payments made by state in the General Fund in the fund financial statements, but are not budgeted.	890,967
The City reports the Nutrition Account as part of the General Fund in the fund financial statements, but are not included in the budget to actual.	41,896

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The City reports grant revenue for assets contributed by grantors in the General Fund in the fund financial statements, but are not budgeted.	7,900
The City budgets for revenues on the modified cash basis of accounting, rather than on the modified accrual basis.	<u>(46,642)</u>
 Total revenues as reported on the statement of revenues, expenditures, and changes in fund balance – governmental funds	 <u>\$13,177,537</u>
 Uses/Outflows of resources	
Actual amounts (budgetary basis) “total charges to appropriations” from the budgetary comparison schedule	\$13,290,077
 Differences – budget to GAAP:	
The City budgets for payroll and miscellaneous accrued liabilities on the modified cash basis, rather than on the modified accrual basis.	23,906
The City reports internal service activity as expenses in the General Fund in the fund financial statements, but are budgeted as transfers.	246,593
The City reports on-behalf payments made by state in the General Fund in the fund financial statements, but are not budgeted.	890,967
The City reports the Nutrition Account as part of the General Fund in the fund financial statements, but are not included in the budget to actual.	282,311
The City reports capital outlay for assets contributed by grantors in the General Fund in the fund financial statements, but are not budgeted.	7,900
Transfers to other funds and component units are outflows of budgetary resources but are not expenditures for financial reporting purposes.	<u>(742,658)</u>
 Total expenditures as reported on the statement of revenues, expenditures, and changes in fund balance – governmental funds	 <u>\$13,999,096</u>
	 <u>Reserve Fund</u>
 Sources/Inflows of resources	
Actual amounts (budgetary basis) “available appropriation” from the budgetary comparison schedule	\$3,628,727
 Differences – budget to GAAP:	
The fund balance at the beginning of the year is a budgetary resource but is not a current-year revenue for financial reporting purposes.	<u>(3,607,037)</u>
 Total revenues as reported on the statement of revenues, expenditures, and changes in fund balance – governmental funds	 <u>\$21,690</u>

4. For the year ended June 30, 2013, the City complied, in all material respects, with the applicable budget laws.

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Trend Schedule of Pension Plan Funding Progress – McAlester Employees’ Retirement System

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) (b)	Unfunded AAL (AUUL) (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll ((b-a)/c)
7/1/2004	7,756,230	9,041,242	1,285,012	85.8%	4,684,360	27.4%
7/1/2005	7,832,545	9,483,292	1,650,747	82.6%	4,555,872	36.2%
7/1/2006	8,201,138	10,499,055	2,297,917	78.1%	4,071,060	56.4%
7/1/2007	8,777,906	11,058,765	2,280,859	79.4%	4,523,484	50.4%
7/1/2008	9,233,904	11,532,207	2,298,303	80.1%	4,082,914	56.3%
7/1/2009	9,779,352	13,164,083	3,384,731	74.3%	4,326,276	78.2%
7/1/2010	9,990,470	14,807,371	4,816,901	67.5%	4,274,311	112.7%
7/1/2011	10,503,533	15,986,289	5,482,756	65.7%	4,037,185	135.8%
7/1/2012	10,763,608	16,807,499	6,043,891	64.0%	4,108,795	147.1%
7/1/2013	11,320,333	16,127,470	4,807,137	70.2%	4,264,310	112.7%

Trend Schedule of Employer Contributions

McAlester Employees' Retirement System			
Fiscal Year	Required Contribution	Percentage Contributed	Net Pension Obligation (Asset)
2004	448,502	98.6%	41,837
2005	441,700	0.6%	480,720
2006	473,699	101%	470,216
2007	516,115	81%	569,651
2008	533,593	99.5%	572,508
2009	518,694	116.3%	487,961
2010	657,455	102.6%	470,753
2011	806,226	101.0%	462,795
2012	875,888	101.1%	453,219
2013	922,567	95.1%	498,570

OTHER SUPPLEMENTARY INFORMATION

Draft Restricted for Management's Use

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Combining Balance Sheet, General Fund Accounts – June 30, 2013

	General Fund	Nutrition Account	Total General Fund
ASSETS:			
Cash and cash equivalents	\$ 2,896,211	\$ 8,336	\$ 2,904,547
Receivables:			
Due from other governments	1,087,912	4,500	1,092,412
Franchise tax receivable	89,579	-	89,579
Court fines receivable, net of allowance	1,158,534	-	1,158,534
Ambulance receivable, net of allowance	65,103	-	65,103
Prepaid expenses	12,266	-	12,266
Other receivables, net of allowance	11,618	-	11,618
 Total assets	<u>\$ 5,321,223</u>	<u>\$ 12,836</u>	<u>\$ 5,334,059</u>
LIABILITIES AND FUND BALANCES:			
Liabilities:			
Accounts payable	\$ 214,735	\$ 1,378	\$ 216,113
Accrued payroll liabilities	343,665	5,315	348,980
Due to other funds	1,283,959	-	1,283,959
Unearned revenue	7,632	-	7,632
 Total liabilities	<u>1,849,991</u>	<u>6,693</u>	<u>1,856,684</u>
Deferred inflows of resources:			
Deferred revenue	<u>1,122,961</u>	<u>-</u>	<u>1,122,961</u>
Fund Balances:			
Assigned	-	6,143	6,143
Unassigned	<u>2,348,271</u>	<u>-</u>	<u>2,348,271</u>
 Total fund balances	<u>2,348,271</u>	<u>6,143</u>	<u>2,354,414</u>
 Total liabilities and fund balances	<u>\$ 4,198,262</u>	<u>\$ 12,836</u>	<u>\$ 4,211,098</u>

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Combining Schedule of Revenues, Expenditures and Changes in Fund Balances, General Fund
Accounts – Year Ended June 30, 2013

	<u>General Fund</u>	<u>Nutrition Account</u>	<u>Total General Fund</u>
Revenues:			
Taxes	\$ 8,892,256	\$ -	\$ 8,892,256
Intergovernmental	1,396,932	41,896	1,438,828
Charges for services	1,953,225	-	1,953,225
Fines and forfeitures	610,803	-	610,803
Licenses and permits	111,896	-	111,896
Investment income	27,728	-	27,728
Miscellaneous	142,801	-	142,801
Total Revenues	<u>13,135,641</u>	<u>41,896</u>	<u>13,177,537</u>
Expenditures:			
Current:			
Legislature	117,769	-	117,769
Administration	2,333,996	-	2,333,996
Public safety	7,219,079	-	7,219,079
Community services	2,004,036	-	2,004,036
Administration services	560,495	-	560,495
Health and welfare	-	282,311	282,311
Public works	1,064,904	-	1,064,904
Capital outlay	244,353	-	244,353
Debt service:			
Principal retirement	165,683	-	165,683
Interest and fiscal charges	6,470	-	6,470
Total Expenditures	<u>13,716,785</u>	<u>282,311</u>	<u>13,999,096</u>
Excess (deficiency) of revenues over expenditures	(581,144)	(240,415)	(821,559)
Other Financing Sources (Uses):			
Transfers in	1,743,051	-	1,743,051
Transfers out	(500,846)	-	(500,846)
Interaccount transfers	(241,812)	241,812	-
Total Other Financing Sources (Uses)	<u>1,000,393</u>	<u>241,812</u>	<u>1,242,205</u>
Net change in fund balances	419,249	1,397	420,646
Fund balances - beginning	1,929,022	4,746	1,933,768
Fund balances - ending	<u>\$ 2,348,271</u>	<u>\$ 6,143</u>	<u>\$ 2,354,414</u>

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Combining Balance Sheet, Nonmajor Governmental Funds – June 30, 2013

	SPECIAL REVENUE FUNDS				
	JUVENILE FINE FUND	TOURISM/ SE EXPO FUND	E-911 FUND	ECONOMIC DEVELOPMENT FUND	GIFTS & CONTRIBUTIONS FUND
<u>ASSETS</u>					
Cash and cash equivalents	\$ 34,267	\$ 603,382	\$ 1,131,190	\$ 533,288	\$ 63,002
Investments	-	-	-	541,594	-
Receivables:					
Due from other funds	-	-	-	-	25,000
Due from other governments	-	41,459	-	119,384	-
Notes receivable	-	-	-	553,044	-
Other receivable	-	-	55,938	-	-
Total Assets	<u>\$ 34,267</u>	<u>\$ 644,841</u>	<u>\$ 1,187,128</u>	<u>\$ 1,747,310</u>	<u>\$ 88,002</u>
<u>LIABILITIES</u>					
Accounts payable and accrued liabilities	\$ -	\$ 27,514	\$ 3,533	\$ 47,272	\$ -
Accrued payroll liabilities	-	5,286	8,716	-	-
Due to other funds	25,000	-	-	-	-
Total Liabilities	<u>25,000</u>	<u>32,800</u>	<u>12,249</u>	<u>47,272</u>	<u>-</u>
<u>FUND EQUITY</u>					
Fund Balance:					
Restricted	9,267	141,249	1,174,879	1,060,577	55,258
Assigned	-	470,792	-	639,461	32,744
Total fund balances	<u>9,267</u>	<u>612,041</u>	<u>1,174,879</u>	<u>1,700,038</u>	<u>88,002</u>
Total Liabilities and Fund Balances	<u>\$ 34,267</u>	<u>\$ 644,841</u>	<u>\$ 1,187,128</u>	<u>\$ 1,747,310</u>	<u>\$ 88,002</u>

(Continued)

**CITY OF MCALESTER, OKLAHOMA
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Combining Balance Sheet, Nonmajor Governmental Funds – June 30, 2013, Continued

	CAPITAL PROJECT FUNDS				
	POLICE EQUIPMENT FUND	STATE FORFEITURE FUND	CEMETERY PERPETUAL CARE FUND	CDBG GRANTS FUND	FEDERAL FORFEITURE FUND
<u>ASSETS</u>					
Cash and cash equivalents	\$ 26,455	\$ 3,327	\$ 368,895	\$ -	\$ 84,325
Investments	-	-	-	-	-
Receivables:					
Due from other funds	-	-	-	-	-
Due from other governments	-	-	-	-	-
Notes receivable	-	-	-	-	-
Other receivable	-	-	-	-	-
Total Assets	<u>\$ 26,455</u>	<u>\$ 3,327</u>	<u>\$ 368,895</u>	<u>\$ -</u>	<u>\$ 84,325</u>
<u>LIABILITIES</u>					
Accounts payable and accrued liabilities	\$ -	\$ -	\$ -	\$ -	\$ 33,360
Accrued payroll liabilities	-	-	-	-	-
Due to other funds	-	-	-	-	-
Total Liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>33,360</u>
<u>FUND EQUITY</u>					
Fund Balance:					
Restricted	26,455	3,109	368,674	-	50,965
Assigned	-	218	221	-	-
Total fund balances	<u>26,455</u>	<u>3,327</u>	<u>368,895</u>	<u>-</u>	<u>50,965</u>
Total Liabilities and Fund Balances	<u>\$ 26,455</u>	<u>\$ 3,327</u>	<u>\$ 368,895</u>	<u>\$ -</u>	<u>\$ 84,325</u>

(Continued)

**CITY OF MCALESTER, OKLAHOMA
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Combining Balance Sheet, Nonmajor Governmental Funds – June 30, 2013, Continued

	<u>CAPITAL PROJECT FUNDS</u>		<u>DEBT SERVICE FUND</u>	<u>TOTAL NONMAJOR GOVERNMENTAL FUNDS</u>
	<u>FIRE IMPROVEMENT GRANT FUND</u>	<u>TECHNOLOGY FUND</u>	<u>SALES TAX - SCHOOLS FUND</u>	
<u>ASSETS</u>				
Cash and cash equivalents	\$ 260	\$ 15,341	\$ 891,880	\$ 3,755,612
Investments	-	-	-	541,594
Receivables:				
Due from other funds	-	-	-	25,000
Due from other governments	-	-	119,384	280,227
Notes receivable	-	-	-	553,044
Other receivable	-	-	-	55,938
Total Assets	<u>\$ 260</u>	<u>\$ 15,341</u>	<u>\$ 1,011,264</u>	<u>\$ 5,211,415</u>
<u>LIABILITIES</u>				
Accounts payable and accrued liabilities	\$ -	\$ -	\$ -	\$ 111,679
Accrued payroll liabilities	-	-	-	14,002
Due to other funds	-	-	-	25,000
Total Liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>150,681</u>
<u>FUND EQUITY</u>				
Fund Balance:				
Restricted	260	15,341	1,011,264	3,917,298
Assigned	-	-	-	1,143,436
Total fund balances	<u>260</u>	<u>15,341</u>	<u>1,011,264</u>	<u>5,060,734</u>
Total Liabilities and Fund Balances	<u>\$ 260</u>	<u>\$ 15,341</u>	<u>\$ 1,011,264</u>	<u>\$ 5,211,415</u>

CITY OF MCALESTER, OKLAHOMA
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Combining Statement of Revenues, Expenditures and Changes in Fund Balances, Nonmajor Governmental Funds – Year Ended June 30, 2013

	SPECIAL REVENUE FUNDS				
	JUVENILE FINE FUND	TOURISM/ SE EXPO FUND	E-911 FUND	ECONOMIC DEVELOPMENT FUND	GIFTS & CONTRIBUTIONS FUND
Revenues:					
Taxes	\$ -	\$ 471,081	\$ 668,209	\$ 952,884	\$ -
Intergovernmental	-	-	61,559	273,000	-
Charges for services	25,502	129,736	-	-	-
Investment income	-	-	6,832	7,913	5
Miscellaneous	-	-	-	11,250	74,190
Total Revenues	25,502	600,817	736,600	1,245,047	74,195
Expenditures:					
Current:					
Administration	-	-	-	-	18,937
Public safety	27,976	-	542,383	-	-
Community services	-	-	-	-	-
Administrative services	-	537,409	-	-	-
Economic development	-	-	-	313,870	-
Capital outlay	-	-	151,958	668,989	6,801
Total Expenditures	27,976	537,409	694,341	982,859	25,738
Excess (deficiency) of revenues over expenditures	(2,474)	63,408	42,259	262,188	48,457
Other Financing Sources (Uses):					
Transfers in	-	-	-	144,886	6,801
Transfers out	-	-	-	(895,238)	-
Total Other Financing Sources (Uses)	-	-	-	(750,352)	6,801
Net change in fund balances	(2,474)	63,408	42,259	(488,164)	55,258
Fund balances - beginning	11,741	548,633	1,132,620	2,188,202	32,744
Fund balances - ending	\$ 9,267	\$ 612,041	\$ 1,174,879	\$ 1,700,038	\$ 88,002

(Continued)

**CITY OF MCALESTER, OKLAHOMA
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**Combining Statement of Revenues, Expenditures and Changes in Fund Balances, Nonmajor
Governmental Funds – Year Ended June 30, 2013 (Continued)**

	CAPITAL PROJECT FUNDS				
	POLICE EQUIPMENT FUND	STATE FORFEITURE FUND	CEMETERY PERPETUAL CARE FUND	CDBG GRANTS FUND	FEDERAL FORFEITURE FUND
Revenues:					
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	23,500	900	-	73,874	66,544
Charges for services	-	-	7,278	-	-
Investment income	-	218	221	-	549
Miscellaneous	-	-	-	-	-
Total Revenues	23,500	1,118	7,499	73,874	67,093
Expenditures:					
Current:					
Administration	-	-	-	-	-
Public safety	-	-	-	-	-
Community services	-	-	-	-	-
Administrative services	-	-	-	-	-
Economic development	-	-	-	-	-
Capital outlay	-	-	-	150,540	70,281
Total Expenditures	-	-	-	150,540	70,281
Excess (deficiency) of revenues over expenditures	23,500	1,118	7,499	(76,666)	(3,188)
Other Financing Sources (Uses):					
Transfers in	-	-	-	6,282	-
Transfers out	-	-	-	-	-
Total Other Financing Sources (Uses)	-	-	-	6,282	-
Net change in fund balances	23,500	1,118	7,499	(70,384)	(3,188)
Fund balances - beginning	2,955	2,209	361,396	70,384	54,153
Fund balances - ending	<u>\$ 26,455</u>	<u>\$ 3,327</u>	<u>\$ 368,895</u>	<u>\$ -</u>	<u>\$ 50,965</u>

(Continued)

CITY OF MCALESTER, OKLAHOMA
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As of and for the Year Ended June 30, 2013

Combining Statement of Revenues, Expenditures and Changes in Fund Balances, Nonmajor Governmental Funds – Year Ended June 30, 2013 (Continued)

	<u>CAPITAL PROJECT FUNDS</u>		<u>DEBT SERVICE FUND</u>	<u>TOTAL NONMAJOR GOVERNMENTAL FUNDS</u>
	<u>FIRE IMPROVEMENT GRANT FUND</u>	<u>TECHNOLOGY FUND</u>	<u>SALES TAX - SCHOOLS FUND</u>	
Revenues:				
Taxes	\$ -	\$ -	\$ 952,884	\$ 3,045,058
Intergovernmental	71,250	-	-	570,627
Charges for services	-	15,341	-	177,857
Investment income	-	-	6,641	22,379
Miscellaneous	-	-	-	85,440
Total Revenues	71,250	15,341	959,525	3,901,361
Expenditures:				
Current:				
Administration	-	-	-	18,937
Public safety	-	-	-	570,359
Community services	-	-	370,000	370,000
Administrative services	-	-	-	537,409
Economic development	-	-	-	313,870
Capital outlay	74,740	-	-	1,123,309
Total Expenditures	74,740	-	370,000	2,933,884
Excess (deficiency) of revenues over expenditures	(3,490)	15,341	589,525	967,477
Other Financing Sources (Uses):				
Transfers in	-	-	-	157,969
Transfers out	-	-	(647,131)	(1,542,369)
Total Other Financing Sources (Uses)	-	-	(647,131)	(1,384,400)
Net change in fund balances	(3,490)	15,341	(57,606)	(416,923)
Fund balances - beginning	3,750	-	1,068,870	5,477,657
Fund balances - ending	\$ 260	\$ 15,341	\$ 1,011,264	\$ 5,060,734

CITY OF MCALESTER, OKLAHOMA
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Combining Schedule of Net Position, MPWA Accounts – June 30, 2013

	Enterprise Fund - MPWA			Total
	McAlester Public Works Authority Operating Account	Landfill Reserve Account	Bond Trustee Account	
ASSETS:				
Current Assets:				
Cash and cash equivalents	\$ 1,001,487	\$ 866,256	\$ -	\$ 1,867,743
Restricted cash and cash equivalents	960,384	-	10,120,535	11,080,919
Restricted interest receivable	-	-	57	57
Accounts receivable, net of allowance	1,509,634	26,757	-	1,536,391
Total current assets	3,471,505	893,013	10,120,592	14,485,110
Noncurrent Assets:				
Restricted Assets:				
Cash and cash equivalents	-	-	4,140,501	4,140,501
Investment in joint venture	1,668,799	-	-	1,668,799
Capital assets:				
Land and other non-depreciable assets	2,356,471	-	-	2,356,471
Other capital assets, net of depreciation	21,628,085	-	-	21,628,085
Total noncurrent assets	25,653,355	-	4,140,501	29,793,856
Total Assets	29,124,860	893,013	14,261,093	44,278,966
DEFERRED OUTFLOWS OF RESOURCES:				
Unamortized loss on refunding	1,118,150	-	-	1,118,150
LIABILITIES:				
Current Liabilities:				
Accounts payable	455,052	8,724	-	463,776
Accrued payroll liabilities	55,151	-	-	55,151
Due to other funds	100,445	-	-	100,445
Escrow deposit liability	510,891	-	-	510,891
Interest payable	852,281	-	-	852,281
Unearned revenue	53,729	-	-	53,729
Landfill closure and postclosure liability	362,253	-	-	362,253
Due to depositors	89,899	-	-	89,899
Notes payable	114,560	-	-	114,560
Contract obligation	188,542	-	-	188,542
Water rights contract obligation	26,629	-	-	26,629
Revenue bonds payable, net	3,170,000	-	-	3,170,000
Accrued compensated absences	25,508	-	-	25,508
Total current liabilities	6,004,940	8,724	-	6,013,664
Noncurrent Liabilities:				
Landfill closure and post-closure liability	3,260,278	-	-	3,260,278
Due to depositors	359,594	-	-	359,594
Net pension benefit obligation	113,457	-	-	113,457
Notes payable	195,369	-	-	195,369
Contract obligation	754,165	-	-	754,165
Water rights contract obligation	174,958	-	-	174,958
Revenue bonds payable, net	58,724,049	-	-	58,724,049
Accrued compensated absences	229,570	-	-	229,570
Total noncurrent liabilities	63,811,440	-	-	63,811,440
Total liabilities	69,816,380	8,724	-	69,825,104
NET POSITION:				
Net investment in capital assets	22,530,333	-	-	22,530,333
Restricted for debt service	(6,353,702)	-	6,353,702	-
Restricted for street improvements	-	-	7,866,403	7,866,403
Restricted for economic development	-	-	40,988	40,988
Unrestricted (deficit)	(55,750,001)	884,289	-	(54,865,712)
Total net position	\$ (39,573,370)	\$ 884,289	\$ 14,261,093	\$ (24,427,988)

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Combining Schedule of Revenues, Expenses, and Changes in Net Position, MPWA Accounts – Year Ended June 30, 2013

	Enterprise Fund - MPWA			Total
	McAlester Public Works Authority Operating Account	Landfill Reserve Account	Bond Trustee Account	
Operating Revenues:				
Charges for services:				
Water	\$ 3,349,916	\$ -	\$ -	\$ 3,349,916
Sewer	1,726,163	-	-	1,726,163
Sanitation	2,720,069	-	-	2,720,069
Water taps	14,945	-	-	14,945
Sewer taps	19,600	-	-	19,600
Water districts	1,116,713	-	-	1,116,713
Service charges	78,511	-	-	78,511
Landfill	22,228	-	-	22,228
Roll-off garbage	49,626	-	-	49,626
Penalties	135,432	8,814	-	144,246
Recycle fees	35,310	-	-	35,310
Subtitle "D" fees	-	347,732	-	347,732
Total operating revenues	<u>9,268,513</u>	<u>356,546</u>	<u>-</u>	<u>9,625,059</u>
Operating Expenses:				
Utility office	473,573	-	-	473,573
Interdepartmental	568,970	-	-	568,970
Sanitation	1,883,312	-	-	1,883,312
Engineering	439,040	-	-	439,040
Sewer	764,967	-	-	764,967
Water	954,276	-	-	954,276
Utility maintenance	1,118,996	-	-	1,118,996
Landfill	474,414	77,594	-	552,008
Utilities Administration	124,289	-	-	124,289
Depreciation expense	1,149,164	-	-	1,149,164
Total operating expenses	<u>7,951,001</u>	<u>77,594</u>	<u>-</u>	<u>8,028,595</u>
Operating income	1,317,512	278,952	-	1,596,464
Non-Operating Revenues (Expenses):				
Investment income	11,571	4,821	308	16,700
Interest expense and fiscal charges	(1,695,047)	-	-	(1,695,047)
Bond issuance costs	-	-	(676,508)	(676,508)
Miscellaneous revenue	115,188	-	-	115,188
Gain on sale of assets	17,141	-	-	17,141
Gain (loss) on joint venture	(123,713)	-	-	(123,713)
Total non-operating revenues (expenses)	<u>(1,674,860)</u>	<u>4,821</u>	<u>(676,200)</u>	<u>(2,346,239)</u>
Net income (loss) before contributions and transfers	(357,348)	283,773	(676,200)	(749,775)
Contributed capital revenue	1,039,192	-	-	1,039,192
Interaccount transfers	(3,848,642)	(17,102)	3,865,744	-
Transfers in	328,141	-	8,239,245	8,567,386
Transfer out	(1,749,333)	-	(144,886)	(1,894,219)
Change in net position	(4,587,990)	266,671	11,283,903	6,962,584
Total net position - beginning, restated	(34,985,380)	617,618	2,977,190	(31,390,572)
Total net position - ending	<u>\$ (39,573,370)</u>	<u>\$ 884,289</u>	<u>\$ 14,261,093</u>	<u>\$ (24,427,988)</u>

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Combining Schedule of Net Position, MAA Accounts – June 30, 2013

	McAlester Airport Authority			Total
	McAlester Airport Authority Operating Account	Airport Grant Account	Airport Hangar Account	
ASSETS:				
Current Assets:				
Cash and cash equivalents	\$ 62,824	\$ 38,858	\$ 36,760	\$ 138,442
Accounts receivable, net of allowance	12,964	-	-	12,964
Total current assets	<u>75,788</u>	<u>38,858</u>	<u>36,760</u>	<u>151,406</u>
Noncurrent Assets:				
Capital assets:				
Land and other non-depreciable assets	344,460	-	-	344,460
Other capital assets, net of depreciation	2,738,866	-	-	2,738,866
Total noncurrent assets	<u>3,083,326</u>	<u>-</u>	<u>-</u>	<u>3,083,326</u>
Total Assets	<u>3,159,114</u>	<u>38,858</u>	<u>36,760</u>	<u>3,234,732</u>
LIABILITIES:				
Current Liabilities:				
Accounts payable	1,706	-	-	1,706
Accrued payroll liabilities	3,369	-	-	3,369
Interest payable	513	-	-	513
Notes payable	17,545	-	-	17,545
Accrued compensated absences	2,050	-	-	2,050
Total current liabilities	<u>25,183</u>	<u>-</u>	<u>-</u>	<u>25,183</u>
Noncurrent Liabilities:				
Net pension benefit obligation	4,203	-	-	4,203
Notes payable	286,209	-	-	286,209
Accrued compensated absences	18,449	-	-	18,449
Total noncurrent liabilities	<u>308,861</u>	<u>-</u>	<u>-</u>	<u>308,861</u>
Total liabilities	<u>334,044</u>	<u>-</u>	<u>-</u>	<u>334,044</u>
NET POSITION:				
Net investment in capital assets	2,779,572	-	-	2,779,572
Unrestricted	45,498	38,858	36,760	121,116
Total net position	<u>\$ 2,825,070</u>	<u>\$ 38,858</u>	<u>\$ 36,760</u>	<u>\$ 2,900,688</u>

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Combining Schedule of Revenues, Expenses, and Changes in Net Position, MAA Accounts – Year Ended June 30, 2013

	McAlester Airport Authority			Total
	McAlester Airport Authority Operating Account	Airport Grant Account	Airport Hangar Account	
Operating Revenues:				
Rents and fees	\$ 94,250	\$ -	\$ -	\$ 94,250
Total operating revenues	<u>94,250</u>	<u>-</u>	<u>-</u>	<u>94,250</u>
Operating Expenses:				
Airport	167,409	-	-	167,409
Depreciation expense	141,753	-	-	141,753
Total operating expenses	<u>309,162</u>	<u>-</u>	<u>-</u>	<u>309,162</u>
Net income (loss) before contributions and transfers	(214,912)	-	-	(214,912)
Interest expense	(13,224)	-	-	(13,224)
Miscellaneous	1,201	-	-	1,201
Contributed capital revenue	-	10,378	-	10,378
Interaccount transfers	10,924	(10,924)	-	-
Transfers in	106,378	-	-	106,378
Change in net position	(109,633)	(546)	-	(110,179)
Total net position - beginning	2,934,703	39,404	36,760	3,010,867
Total net position - ending	<u>\$ 2,825,070</u>	<u>\$ 38,858</u>	<u>\$ 36,760</u>	<u>\$ 2,900,688</u>

**CITY OF MCALESTER, OKLAHOMA
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Combining Statement of Net Position, Internal Service Funds – June 30, 2013

	Internal Service Funds		
	Worker's	FLEET	Total
	Compensation Fund	Maintenance Fund	
ASSETS:			
Current Assets:			
Cash and cash equivalents	\$ 942	\$ 17,025	\$ 17,967
Due from other funds	555,221	29,183	584,404
Total assets	556,163	46,208	602,371
LIABILITIES:			
Current Liabilities:			
Accounts payable	942	17,025	17,967
Accrued payroll liabilities	-	6,538	6,538
Estimated liability for claims	555,221	-	555,221
Accrued compensated absences - current	-	2,265	2,265
Accrued compensated absences - noncurrent	-	20,380	20,380
Total liabilities	556,163	46,208	602,371
NET POSITION:			
Unrestricted	-	-	-
Total net position	\$ -	\$ -	\$ -

**Combining Statement of Revenues, Expenses, and Changes in Net Position, Internal Service Funds
– Year Ended June 30, 2013**

	Internal Service Funds		
	Worker's	FLEET	Total
	Compensation Fund	Maintenance Fund	
Operating Revenues:			
Charges for services:			
Self insurance charges	\$ 361,838	\$ 607,965	\$ 969,803
Miscellaneous	1,154	45	1,199
Total operating revenues	362,992	608,010	971,002
Operating Expenses:			
Claims expense	362,992	-	362,992
FLEET maintenance expenses	-	608,010	608,010
Total operating expenses	362,992	608,010	971,002
Operating income	-	-	-
Total net position - beginning	-	-	-
Total net position - ending	\$ -	\$ -	\$ -

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Budgetary Comparison Schedules – Nonmajor Governmental Funds – Year Ended June 30, 2013

SPECIAL REVENUE - JUVENILE FINE FUND (Budgetary Basis)

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance	\$ -	\$ 1,335	\$ 11,741	\$ 10,406
Resources (Inflows):				
Charges for services	26,000	26,000	25,502	(498)
Miscellaneous	25,000	25,000	-	(25,000)
Amounts available for appropriation	<u>51,000</u>	<u>52,335</u>	<u>37,243</u>	<u>(15,092)</u>
Charges to appropriations (outflows):				
Public safety	<u>27,180</u>	<u>28,515</u>	<u>27,976</u>	<u>539</u>
Total Charges to Appropriations	<u>27,180</u>	<u>28,515</u>	<u>27,976</u>	<u>539</u>
Ending Budgetary Fund Balance	<u>\$ 23,820</u>	<u>\$ 23,820</u>	<u>\$ 9,267</u>	<u>\$ (14,553)</u>

SPECIAL REVENUE - TOURISM/SE EXPO FUND (Budgetary Basis)

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance	\$ -	\$ 18,500	\$ 510,390	\$ 491,890
Resources (Inflows):				
Taxes	520,000	520,000	472,140	(47,860)
Charges for services	165,600	165,600	129,736	(35,864)
Amounts available for appropriation	<u>685,600</u>	<u>704,100</u>	<u>1,112,266</u>	<u>408,166</u>
Charges to appropriations (outflows):				
Administrative services	<u>595,947</u>	<u>614,447</u>	<u>536,398</u>	<u>78,049</u>
Total Charges to Appropriations	<u>595,947</u>	<u>614,447</u>	<u>536,398</u>	<u>78,049</u>
Ending Budgetary Fund Balance	<u>\$ 89,653</u>	<u>\$ 89,653</u>	<u>\$ 575,868</u>	<u>\$ 486,215</u>

SPECIAL REVENUE - E-911 FUND (Budgetary Basis)

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance	\$ -	\$ 106,400	\$ 1,088,492	\$ 982,092
Resources (Inflows):				
Taxes	682,000	682,000	663,180	(18,820)
Intergovernmental	-	72,000	61,559	(10,441)
Investment income	7,000	7,000	6,832	(168)
Amounts available for appropriation	<u>689,000</u>	<u>867,400</u>	<u>1,820,063</u>	<u>952,663</u>
Charges to appropriations (outflows):				
Public safety	<u>638,968</u>	<u>817,368</u>	<u>692,406</u>	<u>124,962</u>
Total Charges to Appropriations	<u>638,968</u>	<u>817,368</u>	<u>692,406</u>	<u>124,962</u>
Ending Budgetary Fund Balance	<u>\$ 50,032</u>	<u>\$ 50,032</u>	<u>\$ 1,127,657</u>	<u>\$ 1,077,625</u>

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**Budgetary Comparison Schedules – Nonmajor Governmental Funds – Year Ended June 30, 2013
(Continued)**

SPECIAL REVENUE - ECONOMIC DEVELOPMENT FUND (Budgetary Basis)

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Beginning Budgetary Fund Balance	\$ 98,600	\$ 660,191	\$ 1,328,178	\$ 667,987
Resources (Inflows):				
Taxes	1,040,000	1,040,000	966,480	(73,520)
Intergovernmental	-	273,000	273,000	-
Investment income	8,000	8,000	7,913	(87)
Miscellaneous	-	-	156,136	156,136
Transfers in	174,000	174,000	174,000	-
Amounts available for appropriation	<u>1,320,600</u>	<u>2,155,191</u>	<u>2,905,707</u>	<u>750,516</u>
Charges to appropriations (outflows):				
Finance	305,903	1,104,163	915,579	188,584
Planning and community development	96,800	133,131	67,280	65,851
Transfers out	897,305	897,305	895,238	2,067
Total Charges to Appropriations	<u>1,300,008</u>	<u>2,134,599</u>	<u>1,878,097</u>	<u>256,502</u>
Ending Budgetary Fund Balance	<u>\$ 20,592</u>	<u>\$ 20,592</u>	<u>\$ 1,027,610</u>	<u>\$ 1,007,018</u>

SPECIAL REVENUE - GIFTS & CONTRIBUTIONS FUND (Budgetary Basis)

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Beginning Budgetary Fund Balance	\$ -	\$ 18,937	\$ 32,744	\$ 13,807
Resources (Inflows):				
Investment income	-	-	5	5
Miscellaneous	-	-	74,190	74,190
Transfers in	32,500	32,500	6,801	(25,699)
Amounts available for appropriation	<u>32,500</u>	<u>51,437</u>	<u>113,740</u>	<u>62,303</u>
Charges to appropriations (outflows):				
Administration	32,500	51,437	25,738	25,699
Total Charges to Appropriations	<u>32,500</u>	<u>51,437</u>	<u>25,738</u>	<u>25,699</u>
Ending Budgetary Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 88,002</u>	<u>\$ 88,002</u>

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**Budgetary Comparison Schedules – Nonmajor Governmental Funds – Year Ended June 30, 2013
(Continued)**

CAPITAL PROJECT - POLICE EQUIPMENT FUND (Budgetary Basis)

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance	\$ -	\$ -	\$ -	\$ -
Resources (Inflows):				
Intergovernmental	6,750	6,750	26,455	19,705
Transfers in	6,750	6,750	-	(6,750)
Amounts available for appropriation	<u>13,500</u>	<u>13,500</u>	<u>26,455</u>	<u>12,955</u>
Charges to appropriations (outflows):				
Public safety	13,500	13,500	-	13,500
Total Charges to Appropriations	<u>13,500</u>	<u>13,500</u>	<u>-</u>	<u>13,500</u>
Ending Budgetary Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 26,455</u>	<u>\$ 26,455</u>

CAPITAL PROJECT - STATE FORFEITURE FUND (Budgetary Basis)

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance	\$ -	\$ -	\$ 2,209	\$ 2,209
Resources (Inflows):				
Intergovernmental	-	-	900	900
Investment income	-	-	218	218
Amounts available for appropriation	<u>-</u>	<u>-</u>	<u>3,327</u>	<u>3,327</u>
Charges to appropriations (outflows):				
Transfers out	-	-	-	-
Total Charges to Appropriations	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Budgetary Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,327</u>	<u>\$ 3,327</u>

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**Budgetary Comparison Schedules – Nonmajor Governmental Funds – Year Ended June 30, 2013
(Continued)**

CAPITAL PROJECT - CEMETERY PERPETUAL CARE FUND (Budgetary Basis)

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance	\$ 27,032	\$ 27,032	\$ 361,396	\$ 334,364
Resources (Inflows):				
Charges for services	6,000	6,000	7,278	1,278
Investment income	1,000	1,000	221	(779)
Amounts available for appropriation	<u>34,032</u>	<u>34,032</u>	<u>368,895</u>	<u>334,863</u>
Charges to appropriations (outflows):				
Community services	<u>34,032</u>	<u>34,032</u>	<u>-</u>	<u>34,032</u>
Total Charges to Appropriations	<u>34,032</u>	<u>34,032</u>	<u>-</u>	<u>34,032</u>
Ending Budgetary Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 368,895</u>	<u>\$ 368,895</u>

CAPITAL PROJECT - CDBG GRANTS FUND (Budgetary Basis)

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance	\$ -	\$ 60,428	\$ 70,384	\$ 9,956
Resources (Inflows):				
Intergovernmental	-	73,874	73,874	-
Transfers in	-	185,140	6,282	(178,858)
Amounts available for appropriation	<u>-</u>	<u>319,442</u>	<u>150,540</u>	<u>(168,902)</u>
Charges to appropriations (outflows):				
Engineering	<u>-</u>	<u>319,442</u>	<u>150,540</u>	<u>168,902</u>
Total Charges to Appropriations	<u>-</u>	<u>319,442</u>	<u>150,540</u>	<u>168,902</u>
Ending Budgetary Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

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**Budgetary Comparison Schedules – Nonmajor Governmental Funds – Year Ended June 30, 2013
(Continued)**

CAPITAL PROJECT - FEDERAL FORFEITURE FUND (Budgetary Basis)

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance	\$ 33,000	\$ 70,281	\$ 54,153	\$ (16,128)
Resources (Inflows):				
Intergovernmental	-	-	66,544	66,544
Investment income	-	-	549	549
Amounts available for appropriation	<u>33,000</u>	<u>70,281</u>	<u>121,246</u>	<u>50,965</u>
Charges to appropriations (outflows):				
Public safety	<u>33,000</u>	<u>70,281</u>	<u>70,281</u>	<u>-</u>
Total Charges to Appropriations	<u>33,000</u>	<u>70,281</u>	<u>70,281</u>	<u>-</u>
Ending Budgetary Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 50,965</u>	<u>\$ 50,965</u>

CAPITAL PROJECT - FIRE IMPROVEMENT GRANT FUND (Budgetary Basis)

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance	\$ -	\$ 3,750	\$ 3,750	\$ -
Resources (Inflows):				
Intergovernmental	-	71,250	71,250	-
Amounts available for appropriation	<u>-</u>	<u>75,000</u>	<u>75,000</u>	<u>-</u>
Charges to appropriations (outflows):				
Public safety	<u>-</u>	<u>75,000</u>	<u>74,740</u>	<u>260</u>
Total Charges to Appropriations	<u>-</u>	<u>75,000</u>	<u>74,740</u>	<u>260</u>
Ending Budgetary Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 260</u>	<u>\$ 260</u>

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Budgetary Comparison Schedules – Nonmajor Governmental Funds – Year Ended June 30, 2013
(Continued)

CAPITAL PROJECT - TECHNOLOGY FUND (Budgetary Basis)

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance	\$ -	\$ -	\$ -	\$ -
Resources (Inflows):				
Charges for services	-	-	15,341	15,341
Amounts available for appropriation	<u>-</u>	<u>-</u>	<u>15,341</u>	<u>15,341</u>
Charges to appropriations (outflows):				
Transfers out	-	-	-	-
Total Charges to Appropriations	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Budgetary Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 15,341</u>	<u>\$ 15,341</u>

DEBT SERVICE - SALES TAX - SCHOOLS FUND (Budgetary Basis)

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance	\$ -	\$ 370,000	\$ 935,890	\$ 565,890
Resources (Inflows):				
Taxes	1,040,000	1,040,000	966,480	(73,520)
Investment income	6,000	6,000	6,641	641
Amounts available for appropriation	<u>1,046,000</u>	<u>1,416,000</u>	<u>1,909,011</u>	<u>493,011</u>
Charges to appropriations (outflows):				
Community services	-	370,000	370,000	-
Transfers out	645,836	645,836	647,131	(1,295)
Total Charges to Appropriations	<u>645,836</u>	<u>1,015,836</u>	<u>1,017,131</u>	<u>(1,295)</u>
Ending Budgetary Fund Balance	<u>\$ 400,164</u>	<u>\$ 400,164</u>	<u>\$ 891,880</u>	<u>\$ 491,716</u>

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Schedule of Revenue Bond Coverage – Year Ended June 30, 2013

	<u>Series 2013, 2012, 2002 Bonds & 1999 Loan</u>
Gross Revenue Available for Debt Service:	
Charges for services	\$ 9,625,059
Sales tax pledged and transferred	<u>3,440,266</u>
Total Gross Revenues Available	<u>13,065,325</u>
Operating Expenses:	
Water, Sewer and Sanitation	<u>6,879,431</u>
Total Operating Expenses	<u>6,879,431</u>
Net Revenues Available for Debt Service	<u>\$ 6,185,894</u>
Debt Service Requirements:	
Average annual principal and interest requirements on bonds and subordinate debt:	
Series 2013 Utility System Revenue Bonds	\$ 814,290
Series 2012 Utility System Revenue Bonds	2,331,476
Series 2002 Utility System Revenue Bonds	940,443
1999 CDBG Loan	<u>13,750</u>
Total average annual debt service	<u>\$ 4,099,959</u>
Computed Coverage	<u>151%</u>
Coverage Requirement	<u>125%</u>

NOTE: The above gross revenue and operating expenses only include the activities of the Authority related to water, sewer and sanitation services, excluding depreciation and amortization expense.

Draft Restricted for Management's Use

STATISTICAL SECTION

CITY OF MCALESTER, OKLAHOMA
NET ASSETS BY COMPONENT
Last Ten Fiscal Years
TABLE 1

	FISCAL YEAR									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Governmental activities										
Invested in capital assets, net of related debt	\$ 28,104,420	\$ 27,844,164	\$ 39,661,425	\$ 38,654,990	\$ 36,913,324	\$ 35,524,842	\$ 34,617,252	\$ 33,224,076	\$ 32,432,860	\$ 30,765,320
Restricted	457,538	457,538	2,798,396	4,294,900	6,315,262	10,901,873	10,879,639	15,583,329	12,528,800	9,774,023
Unrestricted	<u>(11,478)</u>	<u>(2,778,652)</u>	<u>(4,192,315)</u>	<u>(2,581,600)</u>	<u>(1,351,655)</u>	<u>127,348</u>	<u>3,528,189</u>	<u>713,466</u>	<u>3,619,246</u>	<u>3,327,652</u>
Total governmental activities net assets	<u>\$ 28,550,480</u>	<u>\$ 25,523,050</u>	<u>\$ 38,267,506</u>	<u>\$ 40,368,290</u>	<u>\$ 41,876,931</u>	<u>\$ 46,554,063</u>	<u>\$ 49,025,080</u>	<u>\$ 49,520,871</u>	<u>\$ 48,580,906</u>	<u>\$ 43,866,995</u>
Business-type activities										
Invested in capital assets, net of related debt	\$ 6,132,073	\$ 7,285,124	\$ 26,070,852	\$ 25,671,073	\$ 22,794,648	\$ 23,500,930	\$ 22,543,574	\$ 22,155,024	\$ 24,511,925	\$ 25,309,905
Restricted	15,490	57	7,201,745	7,858,811	8,222,759	3,962,096	3,841,946	669,133	185,867	7,907,391
Unrestricted	<u>(4,931,769)</u>	<u>(9,354,492)</u>	<u>(63,815,111)</u>	<u>(64,100,578)</u>	<u>(59,681,074)</u>	<u>(57,385,625)</u>	<u>(57,691,240)</u>	<u>(52,715,442)</u>	<u>(51,414,376)</u>	<u>(54,744,596)</u>
Total business-type activities net assets	<u>\$ 1,215,794</u>	<u>\$ (2,069,311)</u>	<u>\$ (30,542,514)</u>	<u>\$ (30,570,694)</u>	<u>\$ (28,663,667)</u>	<u>\$ (29,922,599)</u>	<u>\$ (31,305,720)</u>	<u>\$ (29,891,285)</u>	<u>\$ (26,716,584)</u>	<u>\$ (21,527,300)</u>
Primary government										
Invested in capital assets, net of related debt	\$ 34,236,493	\$ 35,129,288	\$ 65,732,277	\$ 64,326,063	\$ 59,707,972	\$ 59,025,772	\$ 57,160,826	\$ 55,379,100	\$ 56,944,785	\$ 56,075,225
Restricted	473,028	457,595	10,000,141	12,153,711	14,538,021	14,863,969	14,721,585	16,252,462	12,714,667	17,681,414
Unrestricted	<u>(4,943,247)</u>	<u>(12,133,144)</u>	<u>(68,007,426)</u>	<u>(66,682,178)</u>	<u>(61,032,729)</u>	<u>(57,258,277)</u>	<u>(54,163,051)</u>	<u>(52,001,976)</u>	<u>(47,795,130)</u>	<u>(51,416,944)</u>
Total primary government net assets	<u>\$ 29,766,274</u>	<u>\$ 23,453,739</u>	<u>\$ 7,724,992</u>	<u>\$ 9,797,596</u>	<u>\$ 13,213,264</u>	<u>\$ 16,631,464</u>	<u>\$ 17,719,360</u>	<u>\$ 19,629,586</u>	<u>\$ 21,864,322</u>	<u>\$ 22,339,695</u>

CITY OF MCALESTER, OKLAHOMA
CHANGES IN NET ASSETS
Last Ten Fiscal Years
TABLE 2

	FISCAL YEAR									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Expenses										
Governmental activities:										
Legislature	\$ 31,779	\$ 23,288	\$ 48,166	\$ 14,693	\$ 72,611	\$ 32,311	\$ 126,666	\$ 97,162	\$ 119,262	\$ 119,631
Administration	2,490,735	2,424,606	3,282,152	2,702,333	2,262,740	3,077,346	2,523,930	2,652,254	2,605,293	2,593,075
Public safety	5,347,000	6,045,013	6,232,010	7,769,476	8,376,584	7,348,140	7,375,334	8,001,693	8,346,194	8,398,927
Community service	1,575,805	1,493,714	1,911,339	1,894,270	2,126,035	2,111,274	2,018,764	2,190,693	2,965,005	2,692,851
Administration services	699,263	926,342	783,265	795,739	907,937	980,172	881,082	1,073,608	1,057,394	1,073,174
Health and welfare	356,196	154,736	167,634	176,400	124,894	257,350	229,776	285,502	290,065	277,730
Public works	2,806,475	2,880,480	3,069,677	3,462,056	3,500,144	3,536,482	3,160,982	2,616,066	2,635,362	2,641,505
Economic development	-	-	66,075	145,000	166,887	214,845	287,955	250,974	257,449	334,831
Payment to Health Center Authority	702,033	738,818	821,517	918,638	1,017,568	362,398	-	-	-	-
Interest on long-term debt	100,497	88,848	70,195	45,573	32,684	16,574	25,826	23,099	16,019	10,781
Total governmental activities expenses	<u>14,109,783</u>	<u>14,775,845</u>	<u>16,452,030</u>	<u>17,924,178</u>	<u>18,588,084</u>	<u>17,936,892</u>	<u>16,630,315</u>	<u>17,191,051</u>	<u>18,292,043</u>	<u>18,142,505</u>
Business-type activities:										
Water operations	-	-	3,075,397	2,353,292	2,512,766	2,702,777	2,693,090	2,586,210	2,826,263	2,699,541
Sewer operations	-	-	1,243,371	1,267,846	1,453,532	1,497,767	1,478,020	1,501,178	1,574,716	1,633,520
Sanitation operations	-	-	1,741,250	2,383,201	2,225,325	1,875,151	2,525,570	3,727,028	4,132,892	3,836,266
Airport	362,759	398,944	3,730,800	264,030	155,347	346,238	353,265	335,902	336,310	322,386
Governmental interest & amortization	-	-	219,889	3,670,685	3,728,898	3,587,968	3,642,316	3,550,238	3,153,918	2,354,536
Utilities	10,560,293	11,966,409	-	-	-	-	-	-	-	-
Total business-type activities expenses	<u>10,923,052</u>	<u>12,365,353</u>	<u>10,010,707</u>	<u>9,939,054</u>	<u>10,075,868</u>	<u>10,009,901</u>	<u>10,692,261</u>	<u>11,700,556</u>	<u>12,024,099</u>	<u>10,846,249</u>
Total primary government expenses	<u>\$ 25,032,835</u>	<u>\$ 27,141,198</u>	<u>\$ 26,462,737</u>	<u>\$ 27,863,232</u>	<u>\$ 28,663,952</u>	<u>\$ 27,946,793</u>	<u>\$ 27,322,576</u>	<u>\$ 28,891,607</u>	<u>\$ 30,316,142</u>	<u>\$ 28,988,754</u>
Program Revenues										
Governmental activities:										
Charges for services:										
Legislature	\$ -	\$ -	\$ -	\$ -	\$ -	-	-	-	-	-
Administration	66,184	68,818	232,472	487,861	1,936,658	268,950	338,951	650,556	1,130,512	1,089,491
Public safety	630,902	660,765	1,082,899	995,571	1,093,278	1,814,780	1,771,953	1,578,883	1,305,145	1,429,987
Community service	116,596	198,340	105,488	95,778	108,311	98,857	105,014	127,156	121,072	113,606
Administration services	21,491	41,283	135,509	286,098	291,165	282,857	287,636	336,545	285,993	268,606
Health and welfare	-	-	-	-	-	-	-	-	-	-
Public works	4,595	6,656	1,457	201	263	299	3,781	3,789	3,794	3,797
Economic development	-	-	-	-	-	-	-	-	-	-
Payment to Health Center Authority	-	-	-	-	-	-	-	-	-	-
Interest on long-term debt	-	-	-	-	-	-	-	-	-	-
Total governmental activities program revenues	<u>839,768</u>	<u>975,862</u>	<u>1,557,825</u>	<u>1,865,509</u>	<u>3,429,675</u>	<u>2,465,743</u>	<u>2,507,335</u>	<u>2,696,929</u>	<u>2,846,516</u>	<u>2,905,487</u>

(Continued)

TABLE 2
(Continued)

	FISCAL YEAR									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Business-type activities:										
Charges for services:										
Water operations	-	-	4,393,172	4,090,771	3,849,884	4,137,356	4,067,745	4,497,227	5,171,920	4,592,465
Sewer operations	-	-	1,589,777	1,448,440	1,396,625	1,456,628	1,475,284	1,740,561	1,748,119	1,802,899
Sanitation operations	-	-	2,673,695	2,496,883	2,984,600	3,135,166	3,046,992	3,330,969	3,285,025	3,229,695
Airport	89,599	87,414	149,583	178,856	201,113	128,937	110,415	123,874	111,902	94,250
Utilities	7,351,730	6,983,857	-	-	-	-	-	-	-	-
Total business-type activities program revenues	7,441,329	7,071,271	8,806,227	8,214,950	8,432,222	8,858,087	8,700,436	9,692,631	10,316,966	9,719,309
Total primary government program revenues	\$ 8,281,097	\$ 8,047,133	\$ 10,364,052	\$ 10,080,459	\$ 11,861,897	\$ 11,323,830	\$ 11,207,771	\$ 12,389,560	\$ 13,163,482	\$ 12,624,796
Net (Expense)/Revenue										
Governmental activities:	\$ (13,270,015)	\$ (13,799,983)	\$ (14,894,205)	\$ (16,058,669)	\$ (15,158,409)	\$ (15,471,149)	\$ (14,122,980)	\$ (14,494,122)	\$ (15,445,527)	\$ (15,237,018)
Business-type activities:	(3,481,723)	(5,294,082)	(1,204,480)	(1,724,104)	(1,643,646)	(1,151,814)	(1,991,825)	(2,007,925)	(1,707,133)	(1,126,940)
Total primary government net expense	\$ (16,751,738)	\$ (19,094,065)	\$ (16,098,685)	\$ (17,782,773)	\$ (16,802,055)	\$ (16,622,963)	\$ (16,114,805)	\$ (16,502,047)	\$ (17,152,660)	\$ (16,363,958)
General Revenues and Other Changes in Net Assets										
Governmental activities:										
Taxes:										
Sales and use taxes	\$ 10,787,216	\$ 11,493,325	\$ 12,768,266	\$ 14,282,289	\$ 15,824,676	\$ 15,629,476	\$ 13,701,860	\$ 14,342,476	\$ 15,256,164	\$ 14,056,846
Franchise and public service taxes	586,553	609,384	668,418	607,212	643,484	729,844	567,852	687,905	584,264	552,713
Hotel/motel taxes	114,730	239,140	291,566	489,872	666,372	583,258	426,662	507,415	549,088	471,081
E-911 taxes	226,401	111,456	114,308	133,287	782,094	714,832	653,841	677,966	650,409	668,209
Intergovernmental revenue not restricted to specific programs	91,231	92,200	277,311	294,200	318,855	321,874	302,480	317,934	332,365	305,734
Investment income	29,422	19,167	29,856	61,193	130,804	193,521	186,899	178,656	139,075	90,143
Miscellaneous	198,521	101,000	1,194,665	369,061	308,902	216,558	257,635	178,678	198,423	116,579
Transfers-Internal activity	3,027,879	168,678	(1,766,244)	(1,379,933)	(3,314,213)	(2,637,696)	(748,161)	(3,356,890)	(4,477,786)	(7,180,863)
Transfers from component unit	-	-	-	813,946	-	-	-	-	-	-
Excise taxes	-	59,300	-	-	-	-	-	-	-	-
Contributed Assets	-	770,498	-	-	-	-	-	-	-	-
General fixed assets funded by business-type special revenue funds	-	(765,436)	-	-	-	-	-	-	-	-
Total governmental activities	15,061,953	12,898,712	13,578,146	15,671,127	15,360,974	15,751,667	15,349,068	13,534,140	13,232,002	9,080,442
Business-type activities:										
Excise taxes	-	19,611	-	-	-	-	-	-	-	-
Investment income	73,359	341,654	258,720	256,907	173,077	32,956	2,185	17,248	11,717	16,700
Miscellaneous	-	32,383	-	41,579	6,464	19,439	35,406	20,367	25,795	116,389
Transfers - Internal activity	(3,027,879)	(168,678)	1,766,244	1,379,933	3,314,213	2,637,696	748,161	3,356,890	4,477,786	7,180,863
Bond proceeds,net	4,101,144	800,000	-	-	-	-	-	-	-	-
Total business-type activities	1,146,624	1,024,970	2,024,964	1,678,419	3,493,754	2,690,091	785,752	3,394,505	4,515,298	7,313,952
Total primary government	\$ 16,208,577	\$ 13,923,682	\$ 15,603,110	\$ 17,349,546	\$ 18,854,728	\$ 18,441,758	\$ 16,134,820	\$ 16,928,645	\$ 17,747,300	\$ 16,394,394
Change in Net Assets										
Governmental activities	\$ 1,791,938	\$ (901,271)	\$ (1,316,059)	\$ (387,542)	\$ 202,565	\$ 280,518	\$ 1,226,088	\$ (959,982)	\$ (2,213,525)	\$ (6,156,576)
Business-type activities	(2,335,099)	(4,269,112)	820,484	(45,685)	1,850,108	1,538,277	(1,206,073)	1,386,580	2,808,165	6,187,012
Total primary government	\$ (543,161)	\$ (5,170,383)	\$ (495,575)	\$ (433,227)	\$ 2,052,673	\$ 1,818,795	\$ 20,015	\$ 426,598	\$ 594,640	\$ 30,436

CITY OF MCALESTER, OKLAHOMA
FUND BALANCES - GOVERNMENTAL FUNDS
 Last Ten Fiscal Years
TABLE 3

	Fiscal Year									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
General Fund										
Reserved for:										
Encumbrances	\$ 120,500	\$ 56,732	\$ 27,772	\$ -	\$ -	\$ -	\$ 21,800	\$ -	\$ -	\$ -
Compensated absences obligation	-	-	1,447,005	-	-	-	-	-	-	-
Unreserved	844,669	1,077,430	(3,974,447)	(2,007,545)	(2,412,174)	(1,404,008)	972,696	-	-	-
Restricted	-	-	-	-	-	-	-	-	-	-
Assigned	-	-	-	-	-	-	-	59,263	61,353	6,143
Unassigned	-	-	-	-	-	-	-	1,153,793	1,872,415	2,348,271
Total General Fund	<u>\$ 965,169</u>	<u>\$ 1,134,162</u>	<u>\$ (2,499,670)</u>	<u>\$ (2,007,545)</u>	<u>\$ (2,412,174)</u>	<u>\$ (1,404,008)</u>	<u>\$ 994,496</u>	<u>\$ 1,213,056</u>	<u>\$ 1,933,768</u>	<u>\$ 2,354,414</u>
All Other Governmental Funds										
Reserved for:										
Encumbrances	\$ 99,556	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85,367	\$ -	\$ -	\$ -
Compensated absences obligation	-	-	37,731	-	-	-	-	-	-	-
Unreserved, reported in:										
Special revenue funds	804,903	803,112	2,803,817	5,810,149	9,758,315	14,373,107	14,848,434	-	-	-
Restricted	-	-	-	-	-	-	-	15,583,329	12,528,800	9,774,023
Assigned	-	-	-	-	-	-	-	473,187	2,965,222	2,202,832
Unassigned	-	-	-	-	-	-	-	-	-	-
Total all other governmental funds	<u>\$ 904,459</u>	<u>\$ 803,112</u>	<u>\$ 2,841,548</u>	<u>\$ 5,810,149</u>	<u>\$ 9,758,315</u>	<u>\$ 14,373,107</u>	<u>\$ 14,933,801</u>	<u>\$ 16,056,516</u>	<u>\$ 15,494,022</u>	<u>\$ 11,976,855</u>
 GRAND TOTAL	 <u>\$ 1,869,628</u>	 <u>\$ 1,937,274</u>	 <u>\$ 341,878</u>	 <u>\$ 3,802,604</u>	 <u>\$ 7,346,141</u>	 <u>\$ 12,969,099</u>	 <u>\$ 15,928,297</u>	 <u>\$ 17,269,572</u>	 <u>\$ 17,427,790</u>	 <u>\$ 14,331,269</u>

NOTE: GASB 54 was implemented in fiscal year 2011. Years prior to implementation of GASB 54 have not been restated.

CITY OF MCALESTER, OKLAHOMA
 CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS
 Last Ten Fiscal Years
 TABLE 4

	Fiscal Year									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Revenues										
Sales and use taxes	\$ 10,787,216	\$ 11,493,325	\$ 12,768,266	\$ 14,282,289	\$ 15,824,676	\$ 15,629,476	\$ 13,701,860	\$ 14,342,476	\$ 15,256,164	\$ 14,056,846
Franchise and public service taxes	586,553	609,384	668,418	607,212	643,484	729,844	567,852	687,905	584,264	552,713
E-911 taxes	114,730	111,456	114,308	133,287	782,094	714,832	653,841	677,966	650,409	668,209
Hotel/motel taxes	226,401	239,140	291,566	489,872	666,372	583,258	426,662	507,415	549,088	471,081
Intergovernmental	368,876	686,625	602,508	2,221,441	1,587,064	1,440,136	1,316,273	1,707,380	1,676,580	2,300,455
Charges for services	73,851	162,358	781,628	1,229,522	2,517,390	1,105,891	1,398,636	1,784,835	2,150,778	2,131,082
Fines and forfeitures	352,945	428,277	578,557	494,537	764,178	856,251	845,289	757,186	634,183	610,803
Licenses and permits	66,184	68,818	108,705	135,792	105,543	112,865	101,359	159,227	92,307	111,896
Investment income	29,422	19,167	29,856	61,193	130,804	193,521	186,899	178,656	139,075	90,143
Miscellaneous	521,267	425,771	1,295,352	564,620	360,916	229,540	341,266	260,565	272,927	228,241
Total Revenues	13,127,445	14,244,321	17,239,164	20,219,765	23,382,521	21,595,614	19,539,937	21,063,611	22,005,775	21,221,469
Expenditures:										
Legislature	31,779	23,288	28,810	8,045	71,201	30,901	125,066	95,728	118,071	117,769
Administration	2,420,231	2,438,056	2,894,380	2,732,232	2,272,374	2,990,279	2,599,423	2,403,037	2,378,667	2,355,933
Public safety	5,588,882	5,634,577	5,838,253	7,202,270	7,640,579	7,157,681	7,024,496	7,994,007	7,598,168	7,789,438
Community services	1,455,319	1,401,821	1,706,062	1,751,641	1,861,844	1,918,841	1,769,825	1,931,979	2,687,709	2,374,036
Administration services	549,894	802,271	780,736	853,406	890,722	920,474	879,398	1,092,842	1,041,293	1,097,904
Health and welfare	350,170	148,903	167,475	176,530	116,992	249,118	227,694	288,913	293,906	282,311
Public works	1,435,386	1,464,092	1,424,314	1,803,459	1,682,994	1,976,844	1,545,718	1,234,246	1,136,893	1,064,904
Economic Development	-	-	66,075	145,000	137,650	214,845	287,955	250,974	257,449	313,870
Payment to McAlester Regional Health Center Authority	702,033	738,818	-	-	-	-	-	-	-	-
Capital outlay	3,499,584	1,719,368	797,525	461,585	459,726	501,346	1,689,725	1,301,384	4,489,791	1,929,581
Debt service:										
Principal retirement	340,899	681,058	304,010	416,214	348,262	335,186	162,286	343,619	109,304	201,674
Interest and fiscal charges	100,497	88,848	74,959	55,373	37,583	23,736	26,738	29,198	16,126	11,025
Total Expenditures	16,474,674	15,141,100	14,082,599	15,605,755	15,519,927	16,319,251	16,338,324	16,965,927	20,127,377	17,538,445
Excess of revenues over (under) expenditures	(3,347,229)	(896,779)	3,156,565	4,614,010	7,862,594	5,276,363	3,201,613	4,097,684	1,878,398	3,683,024
Other financing sources(uses) and special item:										
Transfers in	7,411,434	4,641,972	4,352,005	4,880,600	3,319,441	2,911,291	5,122,922	2,107,823	5,125,820	2,288,687
Transfers in- McAlester Economic Development Service	-	-	-	813,946	-	-	-	-	-	-
Capital Lease Proceeds	-	142,236	-	-	-	-	-	180,987	-	-
Contributed Assets	-	770,498	-	-	-	-	-	-	-	-
Transfers out	(4,933,604)	(4,590,282)	(5,923,094)	(6,260,533)	(6,620,930)	(5,494,124)	(5,810,078)	(5,045,219)	(6,846,000)	(9,068,232)
Transferout- McAlester Regional Health Center Authority	-	-	(821,517)	(918,638)	(1,017,568)	(362,398)	444,741	-	-	-
Total other financing sources(uses) and special item	2,477,830	964,424	(2,392,606)	(1,484,625)	(4,319,057)	(2,945,231)	(242,415)	(2,756,409)	(1,720,180)	(6,779,545)
Net change in fund balances	\$ (869,399)	\$ 67,645	\$ 763,959	\$ 3,129,385	\$ 3,543,537	\$ 2,331,132	\$ 2,959,198	\$ 1,341,275	\$ 158,218	\$ (3,096,521)
Debt service as a percentage of noncapital expenditures	3.4%	5.7%	2.9%	3.1%	2.6%	2.3%	1.3%	2.4%	0.8%	1.4%

CITY OF MCALESTER, OKLAHOMA
 GOVERNMENTAL ACTIVITIES TAX REVENUES BY SOURCE
 Last Ten Fiscal Years
TABLE 5

Fiscal Year	Sales Tax	Use Tax	Franchise Tax	Hotel/Motel Tax	E-911 Tax	Totals
2004	\$ 10,535,201	\$ 252,015	\$ 586,553	\$ 226,401	\$ 114,730	\$ 11,714,900
2005	11,132,543	360,782	609,384	239,140.00	111,456	12,453,305
2006	12,305,224	463,042	668,418	291,566.00	114,308	13,842,558
2007	13,803,068	479,221	607,212	489,872	133,287	15,512,660
2008	15,259,877	564,799	643,484	666,372	782,094	17,916,626
2009	15,049,535	579,941	729,844	583,258	714,832	17,657,410
2010	13,020,433	681,427	567,852	426,662	653,841	15,350,215
2011	13,787,766	554,710	687,905	507,415	677,966	16,215,762
2012	14,663,740	592,424	584,264	549,088	650,409	17,039,925
2013	13,357,829	699,017	552,713	471,081	668,209	15,748,849

CITY OF MCALESTER, OKLAHOMA
SALES TAX RATES OF DIRECT AND OVERLAPPING GOVERNMENTS
Last Ten Fiscal Years
TABLE 6

	<u>2003</u>	<u>2004</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
City of McAlester	3.75%	3.75%	3.75%	3.75%	3.75%	3.75%	3.50%	3.50%	3.50%	3.50%	3.50%
Pittsburg County	0.00%	0.00%	0.00%	0.75%	0.75%	0.75%	1.00%	1.00%	1.00%	1.00%	1.00%
Sate of Oklahoma	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%
Total	8.25%	8.25%	8.25%	9.00%							

City-Nov 2008 changed to 3.5% dropped .25% for Hospital
County - Jan 2006 .75% for remodel
County-Jan 2009 added .25% FireFighters

CITY OF MCALESTER, OKLAHOMA
TAXABLE SALES BY CATEGORY
 Last Ten Fiscal Years
TABLE 7

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Agriculture, forestry, and fishing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 191
Mining Quarrying, and Oil and Gas Extraction	-	-	-	-	-	-	-	-	-	11,948
Utilities	-	-	-	-	-	-	-	-	-	476,905
Construction	-	-	-	-	-	-	-	-	-	15,998
Manufacturing	-	-	-	-	-	-	-	-	-	177,865
Transportation and Warehousing	-	-	-	-	-	-	-	-	-	7,011
Information	-	-	-	-	-	-	-	-	-	267,476
Wholesale trade	-	-	-	-	-	-	-	-	-	638,228
Retail trade	-	-	-	-	-	-	-	-	-	5,605,712
Finance, insurance,	-	-	-	-	-	-	-	-	-	11,473
Real Estate and Rental and Leasing	-	-	-	-	-	-	-	-	-	107,370
Professional, Scientific, and Technical Services	-	-	-	-	-	-	-	-	-	44,289
Administrative and Support and Waste Management and Remediation Services	-	-	-	-	-	-	-	-	-	4,785
Educational Services	-	-	-	-	-	-	-	-	-	1,559
Health Care and Social Assistance	-	-	-	-	-	-	-	-	-	176
Arts, Entertainment, and Recreation	-	-	-	-	-	-	-	-	-	31,980
Accommodation and Food Services	-	-	-	-	-	-	-	-	-	1,380,169
Other services (except Public Administration)	-	-	-	-	-	-	-	-	-	160,057
Public Administration	-	-	-	-	-	-	-	-	-	(194)
Nonclassifiable establishments	-	-	-	-	-	-	-	-	-	(17,661)
Agriculture	1,979	2,027	1,590	1,409	905	909	2,078	3,398	4,275	1,466
Mining	149	3,027	3,185	11,937	1,465	6,930	5,591	1,274	(239)	91
Construction	11,282	19,208	23,930	31,371	17,511	22,931	23,677	15,167	20,018	5,468
Manufacturing	162,020	172,241	207,139	317,257	580,848	521,840	267,462	630,929	895,821	196,585
Transportation	1,696	1,643	2,621	5,325	3,699	5,882	4,800	5,750	8,573	3,983
Communications and utilities:										
Communications	381,853	389,289	403,900	485,634	439,785	436,570	427,119	458,645	590,649	193,928
Electric, gas, and sanitary services	603,241	613,717	754,193	823,742	822,175	834,988	637,879	710,258	811,074	233,346
Wholesale trade	499,159	600,996	752,972	874,569	1,076,478	1,052,140	1,070,343	1,228,276	1,295,467	340,798
Retail trade:										
Building materials, hardware, garden supply and mobile home dealer	401,104	517,170	1,218,290	1,216,956	1,316,453	1,380,133	1,128,403	1,154,230	1,086,353	324,535
General merchandise stores	4,118,657	4,296,805	4,542,245	4,682,087	4,826,444	4,769,157	4,047,802	3,968,778	4,174,660	1,259,759
Food stores	873,324	644,833	502,922	614,118	618,067	673,347	616,485	665,075	650,225	221,670
Automotive dealers and gasoline service stations	555,112	581,693	565,684	562,565	631,001	615,026	551,224	571,892	629,373	219,764
Apparel and accessory stores	321,813	338,889	365,570	358,799	389,014	325,459	270,969	311,810	320,656	109,347
Furniture, home furnishings and equipment stores	436,042	495,997	478,672	600,555	689,073	727,104	588,948	545,530	447,391	142,865
Eating and drinking places	901,510	1,064,142	1,152,017	1,284,409	1,541,012	1,531,678	1,444,859	1,547,300	1,661,899	553,320
Miscellaneous retail	658,053	661,140	583,846	884,302	1,007,022	996,220	910,622	960,451	1,010,940	299,524
Finance, insurance, and real estate	434	974	1,260	1,159	2,353	1,244	1,624	2,278	1,986	2,028
Services:										
Hotels and motels	206,409	234,961	271,548	483,810	651,891	550,515	324,879	387,153	489,648	155,914
Personal services	67,381	68,180	68,712	74,426	79,420	82,852	69,019	72,171	75,481	23,034
Business services	155,947	148,417	179,157	206,526	212,416	233,328	214,812	156,993	249,457	61,222
Automotive repair services and garages	58,391	73,905	79,620	84,231	94,509	128,352	127,101	142,361	150,875	61,066
Miscellaneous repair services	7,750	11,482	24,185	35,105	39,911	30,413	20,149	15,658	25,366	8,775
Motion pictures	83,553	90,968	93,249	95,002	94,389	87,033	89,170	86,782	83,227	27,111
Other services	62,445	45,325	67,352	63,878	68,839	91,402	84,084	76,184	100,108	20,819
Nonclassifiable establishments	14,515	23,601	48,206	37,418	101,435	208,106	167,216	193,282	40,595	8,764
	\$ 10,583,820	\$ 11,100,631	\$ 12,392,065	\$ 13,836,589	\$ 15,306,114	\$ 15,313,560	\$ 13,096,315	\$ 13,911,625	\$ 14,823,880	\$ 13,400,517

Note: In November 2012 the classifications were change from SIC code to NAICS

**CITY OF MCALESTER, OKLAHOMA
COMPUTATION OF DIRECT AND OVERLAPPING DEBT
TABLE 8**

<u>Jurisdiction</u>	<u>Net (1) Debt Outstanding</u>	<u>Percentage (2) Applicable to City of McAlester</u>	<u>Amount Applicable to City of McAlester</u>
Direct - City of McAlester	\$ 80,443	100.00%	\$80,443
Overlapping: McAlester School District	\$ 150,000	100.00% (3)	150,000
Pittsburg County	<u>\$ 17,540,000</u>	46.00%	<u>8,068,400</u>
Total	<u><u>\$17,770,443</u></u>		<u><u>\$8,298,843</u></u>

Outstanding bond debt : 06-30-13

- (1) Gross general bonded debt outstanding less debt service reserves.
- (2) Determined by ratio of assessed valuation of property subject to taxation in overlapping unit to valuation of property subject to taxation in the City of McAlester.
- (3) Only 77% of City residents will be responsible for the debt.

CITY OF MCALESTER, OKLAHOMA
 LEGAL DEBT MARGIN INFORMATION
 Last Ten Fiscal Years
 TABLE 9

	Fiscal Year									
	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Debt limit	\$ 4,756,085	\$ 4,985,970	\$ 4,687,024	\$ 5,692,619	\$ 6,069,063	\$ 6,554,315	\$ 6,841,533	\$ 7,109,639	\$ 7,331,792	\$ 7,555,257
Total net debt applicable to limit	-	-	-	-	-	-	-	-	-	-
Legal debt margin	<u>\$ 4,756,085</u>	<u>\$ 4,985,970</u>	<u>\$ 4,687,024</u>	<u>\$ 5,692,619</u>	<u>\$ 6,069,063</u>	<u>\$ 6,554,315</u>	<u>\$ 6,841,533</u>	<u>\$ 7,109,639</u>	<u>\$ 7,331,792</u>	<u>\$ 7,555,257</u>
Total net debt applicable to the limit as a percentage of debt limit	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Legal Debt Margin Calculation for Fiscal Year 2013

Net assessed valuation	\$ 75,552,572
Debt limit (10% of total assessed value)	7,555,257
Debt applicable to limit:	
General obligation bonds	-
Less: Street or utility bonds outstanding	-
Total net debt applicable to limit	-
Legal debt margin	<u>\$ 7,555,257</u>

Note: Article 10, Section 26 of the Constitution of the State of Oklahoma limits municipal debt to 10% of net assessed valuation.
 Article 10, Section 27 of the Constitution of the State of Oklahoma limits municipal debt to non-utility or non-street purposes.

**CITY OF MCALESTER, OKLAHOMA
UTILITY SYSTEMS DIVISION
PLEDGED REVENUE COVERAGE
Last Ten Fiscal Years
TABLE 10**

		<u>Eligible Revenues</u>	<u>Eligible Expenses (1)</u>	<u>Net Revenue Available for Debt Service</u>	<u>Average Annual/ Annual Debt Service</u>	<u>Revenue Bond Coverage</u>
2004	Series 1999 and 2002 Utility System Revenue Bonds, 1999 CDBG Loan	\$ 10,159,864	\$ 4,513,510	\$ 5,646,354	\$ 3,968,564	1.42
2005	Series 1999 and 2002 Utility System Revenue Bonds, Series 2003A, 2003B, 2004 Sales Tax Revenue Bonds, 1999 CDBG Loan	11,416,765	4,517,086	6,899,679	5,528,300	1.25
2006	Series 1999 and 2002 Utility System Revenue Bonds, Series 2003A, 2003B, 2004 Sales Tax Revenue Bonds, 1999 CDBG Loan	11,809,125	4,491,648	7,317,477	5,528,300	1.32
2007	Series 1999 and 2002 Utility System Revenue Bonds, Series 2003A, 2003B, 2004 Sales Tax Revenue Bonds, 1999 CDBG Loan	13,294,128	5,189,715	8,104,413	5,528,300	1.47
2008	Series 1999 and 2002 Utility System Revenue Bonds, Series 2003A, 2003B, 2004 Sales Tax Revenue Bonds, 1999 CDBG Loan	12,847,465	5,249,150	7,598,315	5,528,300	1.37
2009	Series 1999 and 2002 Utility System Revenue Bonds, Series 2003A, 2003B, 2004 Sales Tax Revenue Bonds, 1999 CDBG Loan	13,420,246	5,234,856	8,185,390	5,528,300	1.48
2010	Series 1999 and 2002 Utility System Revenue Bonds, 1999 CDBG Loan	11,497,861	5,788,341	5,709,520	3,968,564	1.44
2011	Series 1999 and 2002 Utility System Revenue Bonds, 1999 CDBG Loan	12,910,132	6,753,690	6,156,442	3,968,564	1.55
2012	Series 1999 and 2002 Utility System Revenue Bonds, 1999 CDBG Loan	13,573,172	7,533,575	6,039,597	3,968,564	1.52
2013	Series 2013, 2012, 2012 Utility System Revenue Bonds, 1999 CDBG Loan	13,065,325	6,879,431	6,185,894	4,099,959	1.51

(1) Excludes depreciation and amortization expense.

**CITY OF MCALESTER, OKLAHOMA
PRINCIPAL EMPLOYERS
Current and Six Years Ago
TABLE 11**

Employer	Product/Business	2007		2013	
		Employees	% of Total City Employment	Employees	% of Total City Employment
McAlester Army Ammunition Plant	Ammunition	900	4.1%	1,501	7.0%
McAlester Regional Health Center	Health Care	844	3.8%	719	3.3%
McAlester Public Schools	Education	380	1.7%	397	1.8%
Wal Mart	Retail Sales	450	2.0%	440	2.0%
Oklahoma State Penitentiary	Corrections	430	1.9%	314	1.5%
Spirit Aerospace, Inc.	Manufacturing/Assembling	281	1.3%	300	1.4%
City of McAlester (full time only)	Municipality	242	1.1%	209	1.0%
Eastern Oklahoma State College (full time only)	Education	203	0.9%	183	0.9%
Choctaw Casino	Gaming	98	0.4%	106	0.5%
Berry Plastics	Manufacturing	175	0.8%	198	0.9%
Totals		4,003	18.04%	4,367	20.33%

*McAlester Employers, McAlester Chamber of Commerce, and Bureau of Labor and Statistics.

**CITY OF MCALESTER, OKLAHOMA
DEMOGRAPHIC AND ECONOMIC STATISTICS
Last Ten Calendar Years
TABLE 12**

<u>Calendar Year</u>	<u>Population (1)</u>	<u>Personal Income (in thousands)</u>	<u>Per Capita Personal Income (2)</u>	<u>Median Age of Population (3)</u>	<u>School Enrollment (4)</u>	<u>Unemployment Rate (5)</u>
2004	17,783 (A)	\$ 1,097,489	\$ 24,927	38.0	2,834	5.7%
2005	17,783 (A)	1,152,998	25,961	38.0	2,769	5.0%
2006	17,783 (A)	1,252,876	27,947	38.0	3,555	4.2%
2007	18,369	1,363,969	30,269	38.0	3,242	3.9%
2008	18,369	1,505,043	33,114	38.0	2,819	3.2%
2009	18,383	1,459,634	31,809	38.0	3,825	6.4%
2010	18,384	1,522,158	33,222	37.1	3,737	6.6%
2011	18,522	1,588,795	34,808	39.0	3,547	5.8%
2012	18,303	1,632,347	36,236	39.0	3,484	5.4%
2013	18,303	1,632,347	36,236	39.0	3,148	5.7%

(A) - Population obtained from the 2000 census.

Sources:

- (1) www.factfinder2.census.gov
- (2) www.bea.gov
- (3) www.economicexpert.com
- (4) McAlester School District, District Offices
- (5) www.bls.gov

CITY OF MCALESTER, OKLAHOMA
FULL-TIME EQUIVALENT BUDGETED CITY GOVERNMENT EMPLOYEES BY FUNCTION/PROGRAM
Last Seven Fiscal Years
TABLE 13

<u>Function/Program</u>	<u>Fiscal Year 2007</u>	<u>Fiscal Year 2008</u>	<u>Fiscal Year 2009</u>	<u>Fiscal Year 2010</u>	<u>Fiscal Year 2011</u>	<u>Fiscal Year 2012</u>	<u>Fiscal Year 2013</u>
General Government							
City Manager	2	2	2	2	2	2	2
Finance	5	3	3	3	4	4	4
City Clerk	1	1	1	1	1	1	1
Legal	2	2	2	2	2	2	2
Codes	6	6	6	6	4	4	5
Personnel	2	2	2	2	3	3	3
Information Services	0	1	1	1	1	1	1
Total General Government	18	17	17	17	17	17	18
Public Safety & Judiciary							
Police	59	60	37	37	37	38	37
CID (Detectives)	0	0	12	12	7	8	8
Animal Control	0	0	2	2	2	2	2
Communications	0	0	4	4	4	4	4
Communications E911	0	0	5	5	7	10	10
Fire	44	44	44	44	43	43	43
Total Public Safety & Judiciary	103	104	104	104	100	105	104
Transportation							
Central Garage	8	8	8	8	7	6	6
Streets	16	18	14	14	14	14	14
Traffic Control	0	0	3	3	0	0	0
Airport	3	3	3	3	3	3	3
Total Transportation	27	29	28	28	24	23	23
Cultural, Parks, & Recreation							
Parks & Recreation	15	15	13	13	15	15	15
Expo	6	6	6	6	5	5	5
Nutrition	3	3	5	5	5	5	5
Library	1	1	1	0	0	0	0
Cemetery	5	5	5	5	5	5	5
Building Maintenance	3	3	3	4	4	4	4
Total Cultural, Parks, & Recreation	33	33	33	33	34	34	34
Utilities							
Utilities	0	0	2	2	2	2	2
Utility Office	6	6	6	6	7	7	8
Solid Waste	22	17	16	16	1	1	1
Landfill	0	5	4	4	4	4	2
Engineering	6	6	4	4	4	4	4
Waste Water	13	13	13	13	12	12	12
Water Treatment	8	8	8	8	8	8	8
Utility Maintenance	11	11	11	11	10	14	13
Total Utilities	66	66	64	64	48	52	50
Total Full-Time Budgeted Employees by Function/Program	247	249	246	246	223	231	229

CITY OF MCALESTER, OKLAHOMA
Capital Asset Statistics by Function/Program
Last Six Fiscal Year
TABLE 14

<u>Function/Program</u>	<u>Fiscal Year</u> <u>2008</u>	<u>Fiscal Year</u> <u>2009</u>	<u>Fiscal Year</u> <u>2010</u>	<u>Fiscal Year</u> <u>2011</u>	<u>Fiscal Year</u> <u>2012</u>	<u>Fiscal Year</u> <u>2013</u>
General Government						
Buildings	10	10	10	11	12	12
Police						
Stations	1	1	1	1	1	1
Patrol units	57	57	57	52	54	53
Fire						
Stations	4	4	4	4	4	4
Trucks	5	5	5	5	5	5
Vehicles	16	16	16	16	16	17
Streets						
Street miles	298	298	298	298	298	298
Traffic signals	22	22	22	22	23	23
Parks and recreation						
Acreage	103	103	103	103	103	103
Playgrounds	10	10	10	10	10	10
Baseball/softball diamonds	10	9	9	9	9	9
Soccer/football fields	1	2	2	2	2	2
Tennis Courts	6	6	6	6	6	6
Community Center	1	1	1	1	1	1
Pools	3	3	3	3	3	3
Wading Pools	5	5	5	5	5	5
Library						
Buildings	1	1	1	1	1	1
Cemetery						
Plots -Oakhill	3,800	3,800	3,800	3,800	3,800	3,800
Total Plots (Maintained)	35,000	35,000	35,000	35,000	35,000	35,000
Vehicles & Machinery	12	12	12	10	11	11
Water						
Water mains (miles)	170	170	170	170	170	170
Fire hydrants	902	912	932	954	969	970
Storage capacity (thousands of gallons)	3,200	3,200	3,200	3,200	3,200	3,200
Wastewater						
Sanitary sewers (miles)	143	143	143	143	143	143
Daily Treatment Capacity	8,000	8,000	8,000	8,000	8,000	8,000

CITY OF MCALESTER, OKLAHOMA
Operating Indicators by Function/Program
Last Seven Fiscal Years
TABLE 15

Function/Program	2007	2008	2009	2010	2011	2012	2013
Fire							
Emergency Responses	1,321	1,571	2,074	2,008	2,156	2,376	2,246
Fires Extinguished	178	144	166	149	142	197	158
Police							
<i>Physical Arrests</i>							
Juvenile	-	12	38	14	1	29	40
Adult	1,357	1,381	1,380	1,426	969	870	875
Parking Violations	548	465	356	228	715	283	156
Traffic Violations	8,683	8,440	7,794	9,718	14,618	5,441	6,892
Utilities							
<i>New Accounts</i>							
Residential	1,323	1,195	1,226	1,238	1,166	1,297	1,240
Commercial	119	109	67	107	97	106	119
Bulk					10	5	5
Parks & Recreation							
Athletic Field-Softball/Basebal I	10	10	9	9	9	9	9
Soccer (# of fields used)	1	1	2	2	2	2	2
Tennis (# of courts used)	6	6	6	6	6	6	6
Community Center – Special Event Participants	1,064	988	764	2,414	1,411	1,662	1,124
Senior Center-Program Participants	55,532	55,930	50,884	46,393	52,041	51,619	33,227
Sr. Center Lunch Program	41,892	43,290	38,253	32,612	38,410	37,979	31,527

* Fire and Police Statistics are calendar year.

Source: Various City Departments



McAlester City Council

AGENDA REPORT

Meeting Date: February 25, 2014 Item Number: 1
Department: Finance
Prepared By: Toni Ervin, CFO/Mike Gibson, Cole & Reed Account Code: _____
Date Prepared: February 18, 2014 Budgeted Amount: _____
Exhibits: 2

Subject

Consider and act upon accepting the annual City of McAlester Audited Financial Statements and Independent Auditor's Report for Fiscal Year ending June 30, 2013.

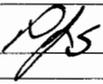
Recommendation

Motion to accept the annual Audit for Fiscal Year ending June 30, 2013 for the City of McAlester.

Discussion

It is the recommendation of the Audit and Finance Advisory Committee to accept the Audit Report provided by Cole & Reed. (Please see attached letter).

Approved By

		<i>Initial</i>	<i>Date</i>
Department Head		TE	02/14/14
City Manager	P. Stasiak		02/18/14

Feb 12th, 2014

To: McAlester City Council

From: Audit and Finance Committee

Subject: Review of the 2012/2013 Annual Audit Report by Cole and Reed

In accordance with the City Charter, the Audit & Finance Committee has conducted a review the 2012/2013 City of McAlester Audit Report provided by Cole & Reed and found the report to be very thorough. It is apparent to this Committee that City staff and the Auditor put a great deal of time and effort in formulating this report in a manner that be understood by the Committee as well as the Council.

City Staff continues to make improvements to the financial reports, including this audit. The comments sections included in the report allow for a better understanding the data presented. As an example, in section 4 of the report, the "Accounts Receivables" listed some \$ 7 million dollars in possible revenue, however, of this amount the "Doubtful Revenue" is \$ 4.2 million is clearly identified to the reader.

The Report confirms that City Staff has done an excellent job in controlling expenditure to match the drop in revenue collected for the time period in question.

The Committee would like to point out a couple of areas that are worth noting in this report.

1. The stock market gains in 2012 and 2013 had made a significant positive impact on the Retirement Pension System for Non-Uniform Employees; this has resulted in a considerable improvement in funding requirements.
2. Towards the end of the report there is considerable statistical data about the City of McAlester and surrounding community.
3. Of concern is the continued unknown cost and timing associated with the landfill closure. The Committee understands City Staff is evaluating the recent regulatory changes and how this will impact landfill operations and cost.

To continue forward with the city effort to be more transparent and improve the reporting; the Committee would like to recommend a new section be included to the report to elaborate on large capital purchases made as well as grants issued to the city.

The improvements by City Staff allow for a more effective review of the materials presented; they also allow anyone in the future the ability to better understand what was done during this time period. The Committee would again like to recognize the City Staff for the time and effort involved in implementing the reporting improvements.

We the citizen members of the Audit & Finance Committee recommend to that City Council approves/accepts the Audit Report provided by Cole & Reed.



Stephen Foster

Chairman



Walter Bethune

(Citizen Member)



Carl Gullick

(Citizen Member)



McAlester City Council

AGENDA REPORT

Meeting Date: February 25, 2014 Item Number: 2
Department: City Manager
Prepared By: Peter J. Stasiak Account Code: _____
Date Prepared: February 18, 2014 Budgeted Amount: _____
Exhibits: 2

Subject

- A. McAlester Public Library Presentation and Discussion.
- B. Consider and Act Upon to renew a Resolution supporting a new Public Library Building and endorsing a fund raising campaign by the Friends of the Library of McAlester, Inc.

Recommendation

Motion to approve renewing Resolution.

Discussion

Approved By

	<i>Initial</i>	<i>Date</i>
Department Head		
City Manager	P. Stasiak <u><i>PJS</i></u>	<u>2/18/2014</u>

RESOLUTION NO. 11-06

A RESOLUTION SUPPORTING A NEW PUBLIC LIBRARY BUILDING AND ENDORSING A FUND RAISING CAMPAIGN BY THE FRIENDS OF THE LIBRARY OF McALESTER, INC.

* * * * *

WHEREAS, the City of McAlester is responsible for providing a public library building for the community; and

WHEREAS, the current McAlester Public Library is not in a highly visible location;

WHEREAS, the current McAlester Public Library is inadequate in size for the community;

WHEREAS, the current McAlester Public Library lacks adequate parking for patrons;

WHEREAS, the current McAlester Public Library is a multi-floor building that is difficult to monitor;

WHEREAS, the current McAlester Public Library is deficient in outdoor space, which hampers outdoor programming.

BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF McALESTER, OKLAHOMA, THAT:

Section 1. That the McAlester Public Library Advisory Board and the Friends of the Library of McAlester, Inc., are requesting that the City of McAlester support a new public library for the community.

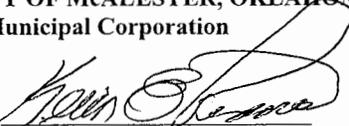
Section 2. That the Friends of the Library of McAlester, Inc., is interested in conducting a fund raising campaign, over a two year period, to build and/or renovate a building for a new public library.

Section 3. That the Friends of the Library of McAlester, Inc., agree to request an extension, beyond the two year fund raising period, from the McAlester City Council, which extension shall not be unreasonably withheld.

Section 4. That the McAlester City Council, as the governing body for the City of McAlester, agrees to accept ownership of a new public library, including parking and landscaping, and to maintain it in the future as the McAlester Public Library, if funding can be obtained by the Friends of the Library of McAlester, Inc., through grants and other funding sources.

DULY PASSED AND APPROVED BY THE COUNCIL OF THE CITY OF McALESTER, OKLAHOMA ON THIS 10th DAY OF MAY, 2011.

CITY OF McALESTER, OKLAHOMA,
A Municipal Corporation

By: 
Kevin E. Priddle, Mayor




Cora Middleton, City Clerk

RESOLUTION NO. _____

**A RESOLUTION SUPPORTING A NEW PUBLIC LIBRARY BUILDING AND
ENDORING A FUND RAISING CAMPAIGN BY THE FRIENDS OF THE
LIBRARY OF McALESTER, INC.**

* * * * *

WHEREAS, the City of McAlester is responsible for providing a public library building for the community; and

WHEREAS, the current McAlester Public Library is not in a highly visible location;

WHEREAS, the current McAlester Public Library is inadequate in size for the community;

WHEREAS, the current McAlester Public Library lacks adequate parking for patrons;

WHEREAS, the current McAlester Public Library is a multi-floor building that is difficult to monitor;

WHEREAS, the current McAlester Public Library is deficient in outdoor space, which hampers outdoor programming.

**BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF
McALESTER, OKLAHOMA, THAT:**

Section 1. That the McAlester Public Library Advisory Board and the Friends of the Library of McAlester, Inc., are requesting that the City of McAlester support a new public library for the community.

Section 2. That the Friends of the Library of McAlester, Inc., is interested in conducting a fund raising campaign, over a two year period, to build and/or renovate a building for a new public library.

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Section 4. That the McAlester City Council, as the governing body for the City of McAlester, agrees to accept ownership of a new public library, including parking and landscaping, and to maintain it in the future as the McAlester Public Library, if funding can be obtained by the Friends of the Library of McAlester, Inc., through grants and other funding sources.

**DULY PASSED AND APPROVED BY THE COUNCIL OF THE CITY OF
McALESTER, OKLAHOMA ON THIS 25th DAY OF February, 2014.**

**CITY OF McALESTER, OKLAHOMA,
A Municipal Corporation**

**By: _____
Steve Harrison, Mayor**

ATTEST:

Cora Middleton, City Clerk



McAlester City Council

AGENDA REPORT

Meeting Date: February 25, 2014 Item Number: 3
Department: Finance
Prepared By: Toni Ervin Account Code: _____
Date Prepared: February 14, 2014 Budgeted Amount: _____
Exhibits: 3

Subject

Consider, and act upon, an Ordinance amending Ordinance No. 2467 which established the budget for fiscal year 2013-2014; repealing all conflicting ordinances; providing for a severability clause; and declaring an emergency.

Recommendation

Motion to approve the budget amendment ordinance.

Discussion

The budget amendment ordinance is necessary to cover proposed revenue and/or expenditures not included in the budget for this fiscal year.

See attached.

Approved By

		<i>Initial</i>	<i>Date</i>
Department Head		T. Ervin	2/14/2014
City Manager	P. Stasiak		2/14/2014

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF McALESTER, OKLAHOMA, AMENDING ORDINANCE NO. 2467 WHICH ESTABLISHED THE BUDGET FOR FISCAL YEAR 2013-14; REPEALING ALL CONFLICTING ORDINANCES; PROVIDING FOR A SEVERABILITY CLAUSE; AND DECLARING AN EMERGENCY.

WHEREAS, the City Council heretofore adopted Ordinance No. 2467 setting forth the Budget for Fiscal Year 2013-2014 beginning July 1, 2013 and ending June 30, 2014; and

WHEREAS, the City Departments and Divisions routinely review their budget appropriations to determine if any changes are necessary; and

WHEREAS, based upon said review the City staff now recommends that certain amendments to the Budget be considered by the City Council; and

WHEREAS, the City Council has the authority to make amendments to the City Budget under Article 5, Section 5.07 (b) of the new City Charter as well as State law; and

WHEREAS, the City Council has determined that the proposed amendment to the FY 2013-2014 Budget, with the revenues and expenditures therein contained, is in the best interest of the City; and therefore, desires to adopt the same by formal action.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF McALESTER, OKLAHOMA:

SECTION 1: The proposed amendment to the FY 2013-2014 Budget of the City of McAlester, Oklahoma, as heretofore adopted by Ordinance, as summarized in Exhibit A-1 through A-3, which is attached hereto and fully incorporated herein by reference, be, and the same hereby are, completely adopted and approved as an amendment to the said FY 2013-2014 Budget.

SECTION 2: All portions of the existing FY 2013-2014 Budget, Ordinance No. 2467 except as specifically herein amended, shall remain in full force and effect, and not be otherwise affected by the adoption of the amendatory ordinance.

SECTION 3: That all other ordinances in conflict herewith are hereby repealed to the extent of any such conflict or inconsistency and all other ordinances not in conflict herewith shall remain in full force and effect.

SECTION 4: Should any paragraph, sentence, subdivision, clause, phrase, or section of this ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this ordinance as a whole or any part or provision thereof, other than the part or parts as declared to be invalid, illegal, or unconstitutional.

SECTION 5: That an emergency is hereby declared to exist, and for the provision of the public peace, health and safety, by reason whereof it is necessary that all acts take effect immediately and be in full force and effect from, and after the passage and approval.

PASSED and the EMERGENCY CLAUSE ruled on separately this _____ day of _____, 2014.

**CITY OF MCALESTER, OKLAHOMA
A Municipal Corporation**

By _____
Steve Harrison, Mayor

ATTEST:

Cora Middleton, City Clerk

Approved as to form and legality this _____ day of _____, 2014.

William J. Ervin, City Attorney

**City of McAlester
Budget Amendment - FY 2013-2014
Economic Development
February 25, 2014**

Estimated Revenue or Fund Balance

Fund Number	Account Number	Department	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
30	40333		Grant Revenue		260,000	260,000
Total					260,000	

Appropriations

Fund Number	Account Number	Department	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
30	562340	Planning & Comm Development	McAAP Strategic Plan Project		260,000	260,000
					260,000	

FUND INFORMATION	
Original Budget - Revenues ***	\$ 1,250,190
Amendments	260,000
Current Budget - Revenues	\$ 1,510,190
Original Budget - Expenditures	\$ 1,250,190
Amendments	445,391
Current Budget - Expenditures	\$ 1,695,581

*** Does not include appropriated fund balance.

Approved by the City Council this
February 25, 2014

Explanation of Budget Amendment:
Appropriate funds for Economic Development Strategic Analysis Project

Approved:

_____ Mayor

Attest

_____ City Clerk Posted By _____ Date _____ BA# _____ Pkt# _____

**City of McAlester
Budget Amendment - FY 2013-2014
Grants & Contributions
February 25, 2014**

Estimated Revenue or Fund Balance

Fund Number	Account Number	Department	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
32	40620		Donations- Disc Golf Course	-	11,000	11,000
32	40621		Firewise Grant	-	8,000	8,000
Total					19,000	

Appropriations

Fund Number	Account Number	Department	Description	Balance Before Amendment	Amount of Amendment Increase (Decrease)	Balance After Amendment
32	5215220		Disc Golf Course	-	11,000	11,000
32	5215221		Firewise Grant	-	8,000	8,000
					19,000	

FUND INFORMATION	
Original Budget - Revenues ***	\$ -
Amendments	95,460
Current Budget - Revenues	\$ 95,460
Original Budget - Expenditures	\$ -
Amendments	95,460
Current Budget - Expenditures	\$ 95,460

*** Does not include appropriated fund balance.

Approved by the City Council this
February 25, 2014

Explanation of Budget Amendment:
Appropriate Funds for Disc golf course and Firewise Grant funds.

Approved:

Mayor

Attest:

City Clerk

Posted By _____ Date _____ BA# _____ Pkt.# _____

FY 13-14 Budget Amendments listed by fund

					<u>Revenue</u>	<u>Expense</u>
005	8/27/13	01	General Fund	Budget Supplement to lapse and reappropriate Capital	-	549,238
010	11/12/13	01	General Fund	Appropriate funds for Planning & Comm Director & exp	-	50,256
017	1/28/14	01	General Fund	Appropriate Funds for MidYear Review	238,000	258,000
003	8/27/13	02	MPWA	Budget Supplement to lapse and reappropriate Capital	-	416,752
011	11/12/13	02	MPWA	Appropriate funds for Engineering for 20 inch Water line	-	70,000
018	1/28/14	02	MPWA	Appropriate Funds for MidYear Review	-	20,000
013	11/26/13	14	Police Grant Fund	Appropriate funds for DOJ Drug enforcement Grant	-	20,000
015	11/26/13	24	Airport Grant	Appropriate funds for Carryover of Airport Grant	1,823,620	1,823,620
023	1/28/14	28	Southeast Expo	Appropriate Funds for MidYear Review	-	28,000
004	8/27/13	30	Economic Development	Budget Supplement to lapse and reappropriate Capital	-	165,682
007	9/10/13	30	Economic Development	Appropriate funds for Econ Dev Website and Industrial Park clearing	-	34,600
009	11/12/13	30	Economic Development	Appropriate funds for Planning & Comm Director & exp	-	19,709
024	2/25/14	30	Economic Development	Appropriate Funds for Grant Project	260,000	260,000
016	11/26/13	32	Grants & Contributions	Appropriate funds for Gifts, Grants, and Contributions	74,529	74,529
022	1/28/14	32	Grants & Contributions	Appropriate Funds for MidYear Review	1,931	1,931
025	2/25/14	32	Grants & Contributions	Appropriate Funds for Disc Golf Course and Firewise Grant	19,000	19,000
021	1/28/14	35	Fleet Maintenance	Appropriate Funds for MidYear Review	51,105	51,105
020	1/28/14	36	Worker's Comp	Appropriate Funds for MidYear Review	239,643	239,643
006	8/27/13	38	Dedicated Sales Tax	Appropriate funds for Sales Tax Revenue Note Series 2013	-	545,265
001	7/23/13	41	Capital Fund	Appropriate funds for 4 Police vehicles	-	140,000
002	8/27/13	41	Capital Fund	Budget Supplement to lapse and reappropriate Capital	-	217,954
008	9/24/13	41	Capital Fund	Appropriate funds for Chadick Park Playground Equipment	-	125,000
012	11/12/13	41	Capital Fund	Appropriate funds for 3 Police Vehicles	-	105,000
014	11/26/13	41	Capital Fund	Appropriate funds for Truck, blade & salt spreader	-	40,000
019	1/28/14	41	Capital Fund	Appropriate Funds for MidYear Review	-	246,400



McAlester City Council

AGENDA REPORT

Meeting Date:	<u>February 25, 2014</u>	Item Number:	<u>4</u>
Department:	<u>Public Works/WTP</u>	Account Code:	<u></u>
Prepared By:	<u>John C. Modzelewski, PE</u>	Budgeted Amount:	<u></u>
Date Prepared:	<u>February 18, 2014</u>	Exhibits:	<u>1</u>

Subject

Consider, and act upon, authorizing the appropriation of \$230,000 for the replacement of the 30 - inch header pipe at the Water Treatment Plant.

Recommendation

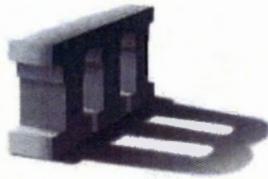
Motion to approve the appropriation of \$230,000 for the replacement of the 30- inch header pipe at the Water Treatment Plant.

Discussion

The 30- inch header pipe is located in the basement below the high service pumps. This header pipe connects all of the pumps together to supply the distribution system. The internal pressure is in the range of 150 psi. The 30 – inch header pipe is heavily corroded from decades of exposure to water leaking from the pump control valves. This header pipe is critical to the operation of the water plant. The control valves on each of the four high service pumps have abnormally high leakage. In addition to the header pipe replacement, this project will include the rehabilitation of the control valves to reduce excessive leakage. The exhibit includes pictures of the header pipe and control valves.

Approved By

	<i>Initial</i>	<i>Date</i>
Department Head	JCM	02/18/14
City Manager	P. Stasiak 	02/18/14



MEHLBURGER BRAWLEY

December 5, 2013
Revised December 11, 2013

John C. Modzelewski, P.E., CFM
City Engineer / Public Works Director
City of McAlester Public Works Department
28 East Washington Avenue
McAlester, OK 74501

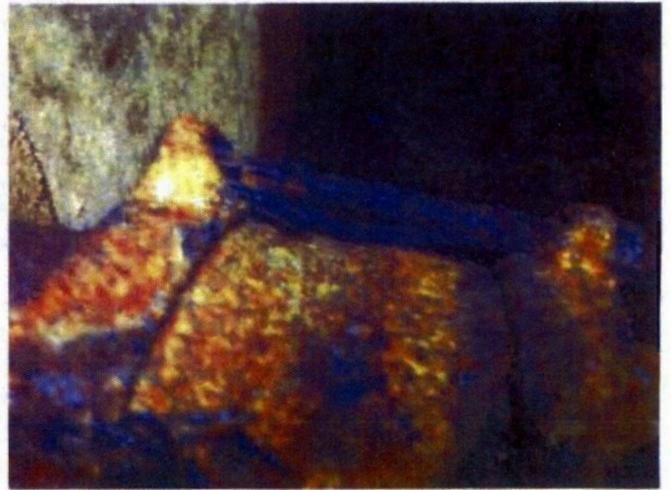
RE: Water Plant 30-inch Pump Header Replacement
Engineering Proposal and Schedule

Dear Mr. Modzelewski:

We appreciate the opportunity to submit a proposal to provide engineering services for the replacement of the 30-inch pump header at the water plant. We made a site visit on November 27, 2013 to observe the project. The 30-inch header pipe is located in the basement below the high service pumps. This header pipe connects all of the pumps together to supply the distribution system. Internal pressure is in the 150 psi range. The pipe in question is heavily corroded from decades of exposure to water leaking from the pump control valves. The following are some example pictures of the extent of the corrosion.



Corroded Flange and Bolts



Corroded Joint Restraint

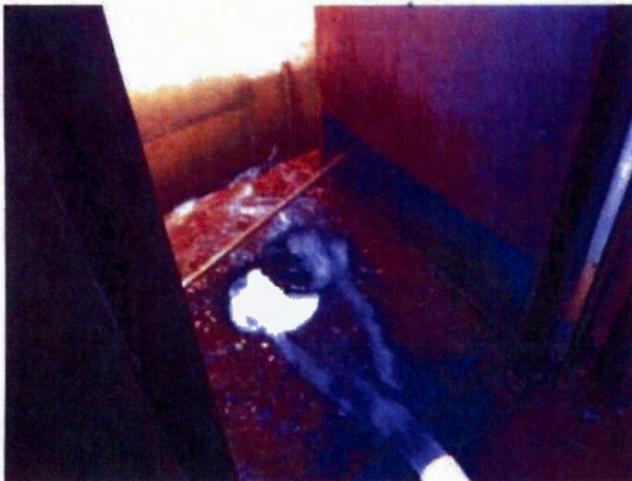


Corroded Piping



Corroded Piping

This header pipe is critical to the operation of the water plant. If it fails catastrophically, then the City could be out of water for an extended period. This pipe should be considered an emergency and replaced as soon as practical.



The control valves on each of the four high service pumps have abnormally high leakage. See photograph at left illustrating the volume of water leaking through the valves. In addition to the header pipe replacement, the City should include in this scope of work the rehabilitation of the control valves to reduce excessive leakage.

There are a couple of factors complicating the replacement of this header pipe. 1.) This pipe can only be down less than eighteen hours to keep the water distribution system operational. 2.) It is located in the basement below the pumps with limited access. Our proposed approach would be a multi-step process to minimize downtime as outlined below.

The first step would be to install some temporary piping from the high service pump on the east end, out through the overhead door tie into the 30-inch header outside of the building on the east side. Install a isolation valve on the 30" header. Reroute and tie the 8-inch water plant feed line onto the 30" header outside the building. This work will allow one pump to be pumping to the distribution system at all times while the header is being replaced. While one pump will not supply a maximum day demand, it will keep water flowing to the City at all times.

The next step would be to remove the old header piping from the basement and replace with new welded steel piping. All welds should be performed by certified welders and x-ray inspection performed. After the installation is complete and pressure tested, the isolation valve can be opened and the pump station returned to normal service. The leaking control valves can then be independently rebuilt one at a time to minimize downtime to the station.

FEE PROPOSAL

We propose to perform the work on an hourly basis not to exceed a total negotiated fee of \$24,255.00. See attached breakdown of anticipated hours for the project.

City of McAlester / McAlester Public Works Authority
 30-inch Water Plant Pump Header Replacement
 Mehlburger Brawley Project No. MC-13-03

	Design	Final Plans & Specs	Bidding & Contracts	Construction	Close Out	Total HRS	\$/HR	TOTAL	
Principal - Dale Burke, P.E.	0.5	0.5	0.5	0.5	0.5	2.5	\$ 240.00	\$ 600.00	
Engineering Manager - Robert Vaughan, P.E.	8	8	8	12	2	38	\$ 200.00	\$ 7,600.00	
Project Engineer - Dale Burke, P.E.	2	2	2	2		8	\$ 160.00	\$ 1,280.00	
Project Engineer - Quentin Graham, P.E.	1	1				2	\$ 160.00	\$ 320.00	
Engineer Intern - Crysta Watson, E.I.	1	1		1		3	\$ 105.00	\$ 315.00	
Engineering Technician - Wade Howell	20	20	2	1	2	45	\$ 100.00	\$ 4,500.00	
Resident Project Representative - Kenneth Little				60	2	62	\$ 80.00	\$ 4,960.00	
CAD Technician - Tom Ashby		1	1	1		3	\$ 75.00	\$ 225.00	
Administrative Assistant - Melissa Jones		8	4	2	2	16	\$ 75.00	\$ 1,200.00	
Secretary - Dhonda Vaughan		8	4	2	1	15	\$ 70.00	\$ 1,050.00	
							Total:	\$ 22,050.00	
							10% Contingency	\$ 2,205.00	
								Contract "Not to Exceed" Amount	\$ 24,255.00



McAlester City Council

AGENDA REPORT

Meeting Date: February 25, 2014 Item Number: 5
Department: Public Works/Engineering
Prepared By: John C. Modzelewski, PE Account Code: _____
Date Prepared: February 18, 2014 Budgeted Amount: _____
Exhibits: 2

Subject

Consider, and act upon, approval of Change Order No. 1, for an extension of six days to the existing contract with Austin Paving, LLC for construction of road and infrastructure improvements along Seventeenth Street from Comanche Avenue to South Avenue.

Recommendation

Motion to approve Change Order No. 1 for the extension of time to the construction contract with Austin Paving, LLC for construction of road and infrastructure improvements along Seventeenth Street from Comanche Avenue to South Avenue.

Discussion

This request for an extension of time includes six days due to snow and ice conditions that impacted the schedule from January 27, 2014 through February 9, 2014. It is recommended by the City's consulting engineer, EST, that the City Council approves Change Order No. 1 with Austin Paving, LLC to extend the contract time by six days which will change the substantial completion date to July 1, 2014.

Approved By

	<i>Initial</i>	<i>Date</i>
Department Head	JCM	02/18/14
City Manager	P. Stasiak 	02/18/14

February 13, 2014

Austin Paving LLC
PO Box 2707
Stillwater, OK 74075

Attn: Tony McDonald

**RE: Excusable Weather Related Delays
17th Street Roadway Improvements**

We have received your letter dated February 8, 2014 requesting consideration for weather related delays. In your letter you reference Specification Section 108 which allows for consideration of extensions for adverse weather. However, your request mirrors the allowances presented in the 1999 Specifications instead of the 2009 Specifications that this project is guided by.

Based upon the 2009 Specifications, Section 108.07(1) states the "The Resident Engineer.....will only extend the Contract Time if adverse weather prevents the performance of work activities critical tocontract completion." There are no longer credits applied for minimum and maximum temperatures or amount of rainfall/precipitation.

Based on these requirements, EST is comfortable with crediting weather days for the following dates due to snow and ice conditions that prevented the completion of critical path activities: 1/27/2014, 2/3-9/2014. This totals 6 calendar days being credited due to adverse weather.

If you have any questions regarding this matter, feel free to contact me at (405) 206-5119 to discuss.

Respectfully,



Tammy Robinson, P.E.
Resident Engineer

cc: John Modzelewski, City of McAlester
Jared Eddy, Project Inspector
File

CITY OF McALESTER, OKLAHOMA

CHANGE ORDER NO. 1

OWNER: CITY OF McALESTER

DATE OF AGREEMENT: 11/26/13

CONTRACTOR: Austin Paving, LLC

DATE OF CHANGE ORDER: 02/25/14

PROJECT:

C I P #1: Seventeenth Street from Comanche to South Avenue

The following changes are made to the CONTRACT Documents:
This Change Order requests an extension of Six Days to the Original Contract time of 150 calendar days.

JUSTIFICATION:

Original CONTRACT Price:	\$584,042.05
Present CONTRACT Price:	\$584,042.05
The CONTRACT price due to this Change Order No. <u>1</u> will be Increased) (Decreased) by:	\$ 0.00
The new CONTRACT price including this Change Order will be:	\$584,042.05

THE DATE FOR SUBSTANTIAL COMPLETION WILL BE:

July 1, 2014

ATTEST:

CITY OF McALESTER

By: _____
Cora Middleton, City Clerk

By: _____
Steve Harrison, Mayor

(SEAL)

CONTRACTOR:



ATTEST:

By: Tony McSaid



McAlester City Council

AGENDA REPORT

Meeting Date: February 25, 2014 Item Number: 6
Department: Public Works/Engineering
Prepared By: John C. Modzelewski, PE Account Code: _____
Date Prepared: February 18, 2014 Budgeted Amount: _____
Exhibits: _____

Subject

Consider, and act upon, approval of Change Order No. 2 to the existing contract with Austin Paving, LLC for construction of road and infrastructure improvements along Seventeenth Street from Comanche Avenue to South Avenue due to the unexpected relocation of an unidentified sewer service line.

Recommendation

Motion to approve Change Order No. 2 for the unexpected relocation of an unidentified sewer service line.

Discussion

The unknown sewer service line was uncovered in the afternoon on Friday, February 14, 2014. Public Works staff worked with the City's Consultant, EST, and the contractor, Austin Paving, LLC, on Monday, February 18, 2014 to further investigate location of the unknown sewer service line. This work, and field measurements, continued through Wednesday, February 19, 2014. The Contractor is preparing a cost estimate to be reviewed by the City's Consultant, EST. Detailed information and the Change Order request will be provided at the City Council Meeting on February 25, 2014.

Approved By

	<i>Initial</i>	<i>Date</i>
Department Head	JCM	02/18/14
City Manager	P. Stasiak 	02/18/14

Austin Paving Request for Information

PO BOX 2707
Stillwater, Oklahoma 74076

Project: MCALESTER 17th STREET RFI No: 5 **Author:** Tony M **Issue Date:** 2/20/2014
ROADWAY IMPROVEMENTS

Subject: Unknown Sewer Services conflict with new Water Main Installation. Along the New water main installation at Station 20+88 there are 2 (1-4") and (1-6") sewer Services that were unknown that conflict with the new water main. These two sewer services are laid in the water main ditch with 4" reverse grade. The 4" is reduced to 3" cast and ties into a 6" clay line through a wye. The 6" was previously repaired with 6" PVC and was done so incorrectly. In chasing the 6" sewer, it runs 65 ft Northwest to a wye located in the center of the 17th Street and Seminole Intersection with no clean out or access point, then turns 45 Degrees and runs due West to a manhole located approximately 110 FT west along centerline of Seminole Avenue.

Request: The repair of this sewer should be done properly to alleviate future problems underneath the new concrete roadway. Austin would propose to install as follows:

Install 1 new manhole in the ROW at the area where the 4" and 6" lines intersect and remove the previously installed repairs. Run 65 foot of new 8" Sewer to the center of the 17" Street Seminole Ave Intersection. Install New Manhole in Center of Intersection and Install New 8" Sewer and Tie to existing manhole 110'west along Seminole. Re Do Invert in Existing Manhole to accommodate the new sewer installation. This request is being made as the proper way to repair the sewer and will allow future opportunity to install Sewer running along the east side of 17th Street should the City elect to do so in the future. This will also eliminate the sub standard and outdated system that currently exists under the roadway.

Issued To: Tammy Robinson

Due Date: 2/20/2014

Company: EST Inc

Contact: tammy@estinc.net

Copies:

<u>Date</u>	<u>To</u>	<u>Method</u>
2/24/2014	John Modzelewski, City of McAlester	via email
	Jared Eddy, EST	via email

Resolution Date: 2/24/2014

How Received: via email

Reply: EST is in agreement with the proposed solution above. This solution has been discussed with City of McAlester Staff, and all parties are in agreement to the remedy prescribed. This new work will be addressed via Change Order No. 2 on this contract (submitted separately).

MODIFICATION REQUEST

McAlester 17th Street Roadway

Proposed Change Order 2 Sta 20+80 Sewer Conflict

SCOPE CHANGE REQUESTED:

**Install New Sewer main 20+80 to Center Line Seminole Intersection
Lay New 8" Sewer along Seminole to Manhole West 100'. Eliminate
45 Wye Fitting in New Roadway. Set New Manholes and lay new line**

	UNITS	UNIT COST	TOTAL
MATERIALS:			
8" SDR 26	170	\$ 6.28	\$ 1,067.60
2 New Manholes	2	\$ 1,400.00	\$ 2,800.00
Aggregate Base Fill Mat	145	\$ 22.00	\$ 3,190.00
Asphalt Patch	17.22	\$ 175.00	\$ 3,013.50
Pipe Encase	10	\$ 45.00	\$ 450.00
Bedding Material	28	\$ 22.00	\$ 616.00
	HOURS	PER HOUR	TOTAL
EQUIPMENT			
Trachoe	27	\$ 50.00	\$ 1,350.00
Backhoe	27	\$ 40.00	\$ 1,080.00
Mini Excavator	27	\$ 40.00	\$ 1,080.00
Water Truck	0	\$ 35.00	\$ -
Giuckie Saw	9	\$ 15.00	\$ 135.00
Laser	27	\$ 15.00	\$ 405.00
Traffic Control	27	\$ 25.00	\$ 675.00
Pick Up 4	38	\$ 15.00	\$ 570.00
Power Saw	9	\$ 25.00	\$ 225.00
	HOURS	RATE	TOTAL
LABOR			
Superintendent	54	\$ 45.00	\$ 2,430.00
Operators	54	\$ 35.00	\$ 1,890.00
Foreman	27	\$ 30.00	\$ 810.00
Labor	27	\$ 18.00	\$ 486.00
Saw Operator	9	\$ 18.00	\$ 162.00
Misc Labor			\$ -
Sub Contract			
Hauling	19	\$ 75.00	\$ 1,425.00
Modify Bottom Seminole Tie In	0	\$ -	\$ -
Cost			\$ 23,860.10
OVERHEAD	15%		\$ 3,579.02
Change Request Total			\$ 27,439.12

Please allow 7 Days contract extension to this request.

CITY OF McALESTER, OKLAHOMA

CHANGE ORDER NO. 2

OWNER: CITY OF McALESTER

DATE OF AGREEMENT: 11/26/13

CONTRACTOR: Austin Paving, LLC

DATE OF CHANGE ORDER: 02/25/14

PROJECT:

C I P #1: Seventeenth Street from Comanche to South Avenue

The following changes are made to the CONTRACT Documents:
This Change Order requests additional funding to relocate an unknown sewer service line. This work will require an extension of seven (7) days to the contract time.

JUSTIFICATION:

Original CONTRACT Price:	\$584,042.05
Present CONTRACT Price:	\$584,042.05
The CONTRACT price due to this Change Order No. <u>2</u> will be (Increased) (Decreased) by:	\$ 27,439.12
The new CONTRACT price including this Change Order will be:	\$611,481.17

THE DATE FOR SUBSTANTIAL COMPLETION WILL BE:

July 8, 2014

ATTEST:

CITY OF McALESTER

By: _____
Cora Middleton, City Clerk

By: _____
Steve Harrison, Mayor

(SEAL)

CONTRACTOR:

ATTEST:

By: _____



McAlester City Council

AGENDA REPORT

Meeting Date:	<u>February 25, 2014</u>	Item Number:	<u>7</u>
Department:	<u>Finance</u>	Account Code:	<u> </u>
Prepared By:	<u>Toni Ervin</u>	Budgeted Amount:	<u> </u>
Date Prepared:	<u>February 14, 2014</u>	Exhibits:	<u>2</u>

Subject

Discussion and possible action on Retail Sales Tax Incentive Program for McAlester Main Street District Businesses and Choctaw Corridor accepting application of enclosed business as an applicant.

Recommendation

Our recommendation would be to accept this business as an applicant and authorize Mayor to sign certificate of acceptance as a participant in the Retail Sales Tax Incentive Program.

Discussion

The applications for The Urban Overlook and Back Alley Billiards have been submitted and meet the requirements to become participants in the Program. Only by council authority can a business be accepted as applicant.

Approved By

		<i>Initial</i>	<i>Date</i>
Department Head		T. Ervin	2/14/2014
City Manager	P. Stasiak		2/14/2014



Certificate

Acceptance as a Participant

Back Alley Billiards

Retail Sales Tax Incentive Program for Main Street District and Choctaw Corridor

WHEREAS, the City of McAlester recognizes that the Main Street districts are faced with high vacancy rates, less pedestrian traffic, and declining sales due to a major economic recession, in-creased competition from new development in other areas of the City, and competition from businesses outside of the community;

WHEREAS, the City of McAlester recognizes that additional vacancies in the Main Street districts would reduce the economic viability of other district businesses and could lead to a downward spiral of vacancies and disinvestment;

WHEREAS, the City of McAlester recognizes that vacant commercial buildings generate no sales tax and if the vacancies continue, no sales tax will be generated in the future;

WHEREAS, the City of McAlester recognizes that most Main Street district businesses are locally-owned and that money spent at locally-owned businesses, on average, re-circulates through the local economy more times than money spent at national chain stores;

WHEREAS, the City of McAlester recognizes that a vibrant, active, and economically viable down-town benefits the entire community by contributing toward a high quality of life for community residents;

WHEREAS, the City of McAlester recognizes that McAlester Main Street has the potential to play an important role in achieving downtown economic growth and revitalization;

WHEREAS, the City of McAlester recognizes that it is in the public interest to support McAlester Main Street's efforts;

This Certifies that the above listed business has complied with all application requirements.

Whereupon the council, by majority vote, may accept the business as a participant.

The business may now apply for the Sales Tax rebate request.



Pete Stasiak, City Manager

Toni Ervin, Chief Financial Officer

Steve Harrison, Mayor



Certificate

Acceptance as a Participant

The Urban Overlook

Retail Sales Tax Incentive Program for Main Street District and Choctaw Corridor

WHEREAS, the City of McAlester recognizes that the Main Street districts are faced with high vacancy rates, less pedestrian traffic, and declining sales due to a major economic recession, in-creased competition from new development in other areas of the City, and competition from businesses outside of the community;

WHEREAS, the City of McAlester recognizes that additional vacancies in the Main Street districts would reduce the economic viability of other district businesses and could lead to a downward spiral of vacancies and disinvestment;

WHEREAS, the City of McAlester recognizes that vacant commercial buildings generate no sales tax and if the vacancies continue, no sales tax will be generated in the future;

WHEREAS, the City of McAlester recognizes that most Main Street district businesses are locally-owned and that money spent at locally-owned businesses, on average, re-circulates through the local economy more times than money spent at national chain stores;

WHEREAS, the City of McAlester recognizes that a vibrant, active, and economically viable down-town benefits the entire community by contributing toward a high quality of life for community residents;

WHEREAS, the City of McAlester recognizes that McAlester Main Street has the potential to play an important role in achieving downtown economic growth and revitalization;

WHEREAS, the City of McAlester recognizes that it is in the public interest to support McAlester Main Street's efforts;

This Certifies that the above listed business has complied with all application requirements.

Whereupon the council, by majority vote, may accept the business as a participant.

The business may now apply for the Sales Tax rebate request.



Pete Stasiak, City Manager

Toni Ervin, Chief Financial Officer

Steve Harrison, Mayor

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY OF McALESTER, OKLAHOMA, AMENDING SECTION 2-67. PERSONNEL POLICIES OF THE CODE OF ORDINANCES; REPEALING ALL CONFLICTING ORDINANCES; PROVIDING FOR A SEVERABILITY CLAUSE; AND DECLARING AN EMERGENCY.

SECTION 2-67 Personnel policies of the code of ordinances, City of McAlester, Oklahoma, is hereby amended to read as follows:

SEC. 2-67. Personnel Policies.

That certain document entitled "City of McAlester Personnel Policies" dated February 25, 2014 is incorporated herein to the same extent as if it were set out at length, and shall be kept on file in the office of the city clerk. That document shall apply to employees subject to a collective bargaining agreement effective July 1, 2014. That document shall apply to all other employees as of the date of this Section 2-67.

PASSED and the EMERGENCY CLAUSE ruled on separately this 25th day of February, 2014.

**CITY OF MCALESTER, OKLAHOMA
A Municipal Corporation**

By _____
Steve Harrison, Mayor

ATTEST:

Cora Middleton, City Clerk

Approved as to form and legality this _____ day of _____, 2014.

William J. Ervin, City Attorney

CITY OF MCALESTER:
Summary of Proposed Revisions to Existing Administrative Policies

Administrative Policy No.	Recommended Action
No. 1 Purchasing Policy	Currently in Code of Ordinance Section 2-272A
No. 2 P.O. Procedure	Procedure
No. 3 Payroll Submission	No change; but adhere to prior legal advice regarding deductions from final paycheck - Procedure
No. 4 Payroll Checks	Procedure
No. 5 Comp & Overtime	Discard; superseded into proposed revised Section 3.03 of Personnel Policies
No. 6 Report of Injury	Procedure
No. 7 Health Insurance for Employees on LWO	Discard; incorporated into proposed revised Section 4.11 of Personnel Policies
No. 8 Maternity Leave	Discard; unlawful; superseded by proposed revised Personnel Policies.
No. 9 Use of City Vehicles	Discard; superseded into proposed revised Section 6.03 of Personnel Policies
No. 10 Equipment/Vehicle	No change; could also be included within Safety Manuals.
No. 11 Backing Maneuvers	No change; could also be included within Safety Manuals.
No. 12 Accident/City Vehicle	No change; could also be included within Safety Manuals.
No. 13 City Liability Accident	No change; could also be included within Safety Manuals.
No. 14 Out of Town Travel	Revision needed if retained; certain aspects are unlawful – adhere to prior legal advice regarding training time; mileage reimbursement is outdated and insufficient.
No. 15 Residential Phone Svc	Discard, outdated everyone has cell phones
No. 16 Long Distance & Call Procedure	Discard, outdated. Procedure
No. 17 Notice to Notify PD of Code 3	Procedure
No. 18 Council Agenda	Procedure
No. 19 Employee Suggestion Program	This program is outdated. Has not been used in years.
No. 20 Employee Recognition	Currently in Code of Ordinance Section 2-81 thru 86
No. 21 Uniform Allowance	Procedure for Non-Uniform
No. 22 Coffee & Lunch Breaks	Discard; superseded into proposed revised Section 3.04 of Personnel Policies
No. 23 Employee Parking	Procedure
No. 24 Outside Work/Income	Discard; superseded into proposed revised Section 3.05 of Personnel Policies
No. 25 Privacy of Personnel Records	Discard; superseded into proposed revised Section 1.11 of Personnel Policies
No. 26 Personnel Board Hearing	Procedure. Currently in Code of Ordinance Section 2-171
No. 27 Compensation of Vacation & Sick	Discard; superseded into proposed revised Section 4.03 & 4.04 of Personnel Policies
No. 28 Duplicating Charges	Discard, superseded into OK Statute 51, Sec 24.A.5, Resolution 88-18

No. 29 Procedures for Disciplinary	Discard if contrary to current Code, Charter. Procedure. Currently in code of ordinances.
No. 30 Firefighters Overtime	Discard, Regulated by FLSA
No. 31 Police Overtime	Discard, Regulated by FLSA
No. 32 Fair Labor Standards Act	Federal Law
No. 33 Retirement	Outdated; superseded into proposed revised Section 4.07 of Personnel Policies
No. 34 Garnishment	Discard; Recommended by Legal to discard.
No. 35 Council Contact	Outdated; Currently in City Charter
No. 36 Buy Back Policy	Discard; Policy is outdated.
No. 37 Safety Violations	No change; could also be included within Safety Manuals.
No. 38 Annual Leave	Procedure
No. 39 Meetings/Places & Schedules	Procedure
No. 40 Telephone Use	Discard; superseded into proposed revised Section 7.01 of Personnel Policies
No. 41 Liability Damage & Procedure	Procedure
No. 42 Internal Investigations	Procedure; but ensure compliance with federal polygraph laws and state drug testing laws.
No. 43 Purchase Safety Boots	Discard; superseded into proposed revised Section 6.05 of Personnel Policies
No. 44 Radio Transmissions	Discard; Outdated.
No. 45 Cell Phones	Discard; superseded into proposed revised Section 7.01 of Personnel Policies
Seasonal/Summer Employees Alcohol & Drug Abuse Policy	Discard; incorporated in with the Drug & Alcohol Abuse Policy
Formal Bidding/Procurement Procedures Memo (4-6-1995)	No change.
Overtime Memo (8-8-1995)	Discard.
Legal Opinion (8-29-1989)	Discard; superseded by revised proposed Personnel Policies.
Directive (8-9-1988)	No change; could also be included within Safety Manuals.
Citizen Confrontations Memo (1-4-1993)	No change; partially included within revised proposed Personnel Policies.
Airline Travel Directive (8-30-1994)	Procedure.
Council Travel Proposal (1-3-1995)	Procedure.
Temporary Employee Plan	Discard; references unlawful minimum wage and presumably superseded by current Pay Plan.
Alcohol Consumption Memo (9-8-1998)	Discard; incorporated in with the Drug & Alcohol Abuse Policy
Vision Care Benefits (8-28-1998)	Discard; superseded by current plan documents.
On-the-Job Injury Forms	No change.

CITY OF MCALESTER:
Summary of Proposed Revisions to Existing Personnel Policies

Personnel Policy No.	Recommended Action
CHAPTER 1: EMPLOYMENT OF PERSONNEL	
No. 1.00	<i>See</i> Proposed No. 2.01 – Equal Opportunity Employment (updated to reflect additional, recently created protected classes and to overhaul reporting procedures).
No. 1.01	Omitted Employment Procedure as unnecessary.
No. 1.02	<i>See</i> Proposed No. 1.04 (referencing Classified and Unclassified provisions in City Code); <i>See</i> Proposed No. 1.05 (incorporating reference to separate Classification Plan).
No. 1.03	<i>See</i> Proposed No. 1.10 – Employment of Family Members.
No. 1.04	Omitted; <i>See</i> Proposed No. 2.03 – Employees with Disabilities (recommended for individual assessment under Americans with Disabilities Act).
	<i>See</i> Proposed No. 1.01 – At Will Employment.
	<i>See</i> Proposed No. 1.02 – Application of Personnel Policies.
	<i>See</i> Proposed No. 1.03 – Reservation of Rights.
	<i>See</i> Proposed No. 1.11 – Access to Personnel Files.
CHAPTER 2: FINANCIAL MATTERS	
No. 2.00	<i>See</i> Proposed No. 1.06 – Salary Range and Merit Pay Plan (incorporating reference to separate Salary Range and Merit Pay Plan); <i>See</i> Proposed No. 1.07 – Probationary Period; <i>See</i> Proposed 3.01 – Employment Categories (Non-Exempt, Exempt, Full-time, Part-time, Probationary, Temporary, Seasonal).
No. 2.01	<i>See</i> Proposed No. 1.08 – Performance Evaluations.
No. 2.02	<i>See</i> Proposed No. 1.09 – Immigration Law Compliance.
No. 2.03	<i>See</i> Proposed No. 3.07 – Non-Uniformed Incentive Pay Plan.
No. 2.04	<i>See</i> Proposed No. 3.08 – Longevity Plan; <i>See</i> Proposed 3.09 – Payroll Deductions (recommended use of payroll deduction agreement).
	<i>See</i> Proposed No. 2.04 – Genetic Information Nondiscrimination Act (updated to reflect additional, recently created protected class).
CHAPTER 3: FRINGE BENEFITS	
No. 3.00	<i>See</i> Proposed 4.02 – Holidays.
No. 3.01	<i>See</i> Proposed 4.03 – Vacation Leave.
No. 3.02	<i>See</i> Proposed 4.04 – Sick Leave.
No. 3.03	<i>See</i> Proposed 4.05 – On-the-Job Injury Leave.

No. 3.04	<i>See Proposed 4.06 – Other Approved Leave.</i>
No. 3.05	<i>See Proposed 4.01 – Benefits Packages (incorporating reference to separate plan documents and omitting information regarding worker’s compensation insurance, social security and unemployment as unnecessary).</i>
No. 3.06	<i>See Proposed 4.07 – Retirement Plan.</i>
No. 3.07	<i>See Proposed 4.08 – Credit Union.</i>
No. 3.08	<i>See Proposed 4.09 – Reimbursement for Personal Property.</i>
No. 3.09	<i>See Proposed 4.10 – Employee Assistance Program.</i>
No. 3.10	<i>See Proposed 4.11 – Family and Medical Leave (updated to reflect amendments to federal FMLA).</i>
	<i>See Proposed 3.01 – Employment Categories (Non-Exempt, Exempt, Full-time, Part-time, Probationary, Temporary, Seasonal).</i>
CHAPTER 4: WORKING CONDITIONS	
No. 4.00	<i>See Proposed 3.02 – Hours of Work.</i>
No. 4.01	<i>See Proposed 3.03 – Overtime.</i>
No. 4.02	<i>See Proposed 4.05 – On-the-Job Injury Leave.</i>
No. 4.03	<i>See Proposed 3.04 – Breaks/Meal Time.</i>
No. 4.04	<i>See Proposed 3.05 – Outside Work/Income.</i>
No. 4.05	<i>See Proposed 1.13 – Physical and Mental Fitness.</i>
No. 4.06	<i>See Proposed 4.05 – On-the-Job Injury Leave.</i>
CHAPTER 5: SAFETY	
No. 5.00	<i>See Proposed 5.01 – Safety (incorporating reference to Safety manuals and directives); See Proposed 5.02 – Reporting of On-the-Job or Work-Related Injuries.</i>
CHAPTER 6: RULES OF CONDUCT	
No. 6.00	<i>See Proposed 6.01 – General Conduct (includes dealing with the public, identification, personal appearance, bullying/gossiping); See Proposed 7.01 – Telephone Use; See Proposed 6.03 – Use of City Vehicles; See Proposed 3.06 – Absenteeism and Tardiness; See Proposed 6.04 – Tobacco Use; See Proposed 6.05 – Dress Code.</i>
No. 6.01	<i>See Proposed 6.06 – Prohibition Against Drug and Alcohol Use</i>
No. 6.02	<i>See Proposed Separate Policies – state-law and Department of Transportation.</i>
No. 6.03	<i>See Proposed 6.02 – Work Rules.</i>
No. 6.04	<i>See Proposed 1.12 – Return of Property.</i>
No. 6.05	<i>See Proposed 1.13 – Physical and Mental Fitness.</i>

No. 6.06	<i>See</i> Proposed 7.02 – Electronic Communications Systems Policy (updated to reflect latest NLRB guidance).
	<i>See</i> Proposed 7.03 – new Social Media Policy.
CHAPTER 7: SEXUAL HARASSMENT	
No. 7.00	<i>See</i> Proposed 2.02 – Anti-Discrimination, Anti-Harassment and Anti-Retaliation (overhauling reporting procedures).
CHAPTER 8: DISCIPLINARY ACTION AND SEPARATION	
No. 8.00	<i>See</i> Proposed 8.0 – Progressive Discipline; <i>See</i> Proposed 8.02 – Disciplinary Procedures.
CHAPTER 9: APPEALS	
No. 9.00	<i>See</i> Proposed 9.01 – Grievances
CHAPTER 10: UNCLASSIFIED SERVICE	
No. 10.00	<i>See</i> Proposed No. 1.04 (referencing Classified and Unclassified provisions in City Code); <i>See</i> Proposed No. 1.05 (incorporating reference to separate Classification Plan).

Note: The existing “Handbook” was redundant of the existing Personnel Policies. All “handbook” information has been incorporated into the proposed revised Personnel Policies in order to eliminate duplication and potential confusion, and to more precisely conform to City of McAlester Ordinance No. 2-67.

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CITY OF MCALESTER PERSONNEL POLICIES

CHAPTER 1 EMPLOYMENT

1.01 AT WILL EMPLOYMENT

Employment with the City of McAlester (City) is at will. Employees are free to resign at any time, for any reason. The City is free to terminate any employee at any time, for any reason. These Personnel Policies are not a contract of employment, or a contract of employment for any particular period of time or duration, between an employee and the City.

1.02 APPLICATION OF PERSONNEL POLICIES

“Classified Service Personnel,” and “Unclassified Service Personnel” shall refer to those classes of employees described in Chapter 2, Article III, Division 2 of the Code of Ordinances, City of McAlester, Oklahoma.

1.03 RESERVATION OF RIGHTS

These Personnel Policies may be revised by (1) passage of an ordinance by the City council, in accordance with the Charter of the City of McAlester, or (2) acting in accordance with the powers and duties bestowed by the Charter of the City of McAlester. Any such change or modification shall be in writing.

1.04 CLASSIFIED AND UNCLASSIFIED SERVICE

When used in these Personnel Policies, the terms “Classified Service Personnel,” and “Unclassified Service Personnel” shall refer to those classes of employees described in Chapter 2, Article III, Division 2 of the Code of Ordinances, City of McAlester, Oklahoma.

1.05 THE CLASSIFICATION PLAN

The City maintains a Classification Plan which provides a complete inventory of all City employment positions. **The Classification Plan is available for review in the Human Resource Department.**

The Classification Plan includes information regarding job descriptions and specifications for each class of employment. These descriptions and specifications are not necessarily inclusive of all duties required or performed. The Classification Plan is used as a guide to examine candidates for employment, determine lines of promotion, develop employee training programs, determine salaries to be paid for various types of work, and to determine uniform job terminology to be understood by all City officers and employees, as well as the general public.

1.06 SALARY RANGE AND MERIT PAY PLAN

This Salary Range and Merit Pay Plan is intended to furnish administrative flexibility, provide employee incentives, and reward employees for meritorious service. The Salary Range and Merit Pay Plan governs entry-level compensation, as well as pay increases and promotion during employment. **The Salary Range and Merit Pay Plan is available for review in the Human Resource Department.**

1.07 PROBATIONARY PERIOD

Probationary Period for New Employees. The probationary period for new non-uniform employees is 6 months and can be extended, at the discretion of the City, up to one (1) year from date of hire and for Union employees lasts up to one (1) year from date of hire. This period allows for mutual evaluation by the City and the employee.

1.08 PERFORMANCE EVALUATIONS

Performance evaluations are generally conducted at the end of an employee's probationary period in a job classification. Regular full-time employees generally receive performance evaluations every twelve (12) months, coinciding with the anniversary of the employee's original date of hire.

1.09 IMMIGRATION LAW COMPLIANCE

All offers of employment are contingent on verification of the candidate's right to work in the United States. Each employee, as a condition of employment, must complete the federal Employment Eligibility Verification Form 1-9 and present appropriate documentation for the City to determine identity and employment eligibility. Failure to do so within three (3) business days of the first date of employment may result in termination.

1.10 EMPLOYMENT OF FAMILY MEMBERS

It is the policy of the City of McAlester to allow the employment of Family Members of existing employees when those Family Members are qualified for a vacancy, subject to the approval of the City Manager.

For the purpose of this provision, "Family Members" include spouses, fathers, mothers, brothers, sisters, sons, daughters, fathers-in-law, mothers-in-law, sons-in-law, daughters-in-law, sisters-in-law, or brothers-in-law.

Family Members shall be allowed to work within the same Division and/or the same Department, but no direct or indirect supervisory relationships shall exist between Family Members, except with the written approval of the City Manager.

If a Family Member is promoted to a position of supervision which results in supervisory responsibilities over a Family Member, the subordinate Family Member will be required to transfer to a position not supervised by his or her Family Member. (In case of shift workers,

transfer to another shift will satisfy this requirement.) The transfer must be made within six (6) months of the Family Member's promotion. In the event there is no available transfer during this six (6) month period, the subordinate Family Member must resign employment with the City. If the subordinate Family Member refuses to voluntarily resign, he or she will be terminated for cause.

If an existing employee marries another City employee, and that marriage results in a supervisory relationship between the married Family Members, the subordinate Family Member will be required to transfer to a position not supervised by the Family Member. (In the case of shift workers, transfer to another shift will satisfy this requirement.) The transfer must be made within six (6) months of the creation of the supervisory relationship between married Family Members. In the event there is no available transfer during this six (6) month period, the subordinate Family Member must resign employment with the City. If the subordinate Family Member refuses to voluntarily resign, he or she will be terminated for cause.

1.11 ACCESS TO PERSONNEL FILES

Each employee is responsible for notifying the Human Resource Department of changes in address, telephone number, and/or family status (i.e., births, marriages, deaths, divorces, legal separations, etc.). This responsibility extends to employees on layoff status and/or leaves of absence.

An employee may review the information contained in his or her own personnel file. Information regarding other employees which may appear in an employee's personnel file shall be redacted or removed prior to review. Contact the Human Resource Department to make an appointment. All personnel files and records must remain in the Human Resources Department.

The City is subject to the Oklahoma Open Records Act, and employee personnel files may at times be subject to public disclosure.

1.12 RETURN OF PROPERTY

Employees are responsible for all property, materials or written information issued to them or in their possession or control. All City property must be returned by employees on or before their last day of work.

Upon separation or termination of employment for any reason, all materials, tools, equipment or City-owned clothing must be returned to the City. Any monies owed to the City will be deducted from the employee's final paycheck.

1.13 PHYSICAL AND MENTAL FITNESS

The City is committed to ensuring that employees are able to perform their duties safely, without risk to themselves, other workers or the public. The City may therefore require certain physical and/or mental examinations, in accordance with applicable laws.

After a condition offer of employment for one of these positions is made, the individual will be required to submit to an "employment physical ability test" which is directly related to the job functions of the position. A licensed occupational or physical therapist, selected by the City, will administer the test. Satisfactory completion of this test, with or without reasonable accommodation, is a condition of employment. An individual that cannot perform any part of this test must request a reasonable accommodation before or during the testing process. Seasonal employees will be excluded from the Employment Physical Ability Test.

Individuals who (1) refuse to voluntarily submit to any part of this post-offer testing process, (2) fail to complete the test(s), or (3) is determined not suitable to perform the tasks for which he or she is applying shall be deemed "unsuitable" for continued employment by the Human Resources Department.

Those individuals who successfully complete this post-offer testing process to the satisfaction of the City will be certified as "acceptable" for continued employment.

Current employees may also be required to take a medical evaluation to determine fitness for duty. Such examinations will be scheduled at reasonable times and intervals and performed at the City's expense.

Current employees may also be required to submit psychological evaluation to determine fitness for duty. Such examinations will be scheduled at reasonable times and performed at the City's expense.

CHAPTER 2 EQUAL OPPORTUNITY

2.01 EQUAL OPPORTUNITY EMPLOYMENT

The City of McAlester is committed to providing equal employment and advancement opportunities to all individuals, regardless of their race, color, religion, sex, national origin, age, genetic information, disability, or any other characteristic protected by applicable law. All employment-related decisions and practices will be made solely on the basis of merit, fitness and qualifications related to the requirements of the position.

2.02 ANTI-DISCRIMINATION, ANTI-HARASSMENT AND ANTI-RETALIATION

The City is committed to providing a work environment in which all individuals are treated with respect and dignity. The City prohibits any and all discriminatory practices, including any kind of discrimination, harassment or retaliation based upon an individual's race, color, religion, sex, national origin, age, genetic information, disability, or any other characteristic protected by applicable law.

Individuals and Conduct Covered. This policy applies to all supervisors and employees. This policy prohibits discrimination, harassment and retaliation by City employees, as well as by individuals, clients or customers of the City.

Definition of Harassment. Harassment is strictly prohibited. Harassment includes verbal or physical conduct that denigrates or shows hostility or aversion toward an individual because of his or her race, color, religion, national origin, age, genetic information, disability, or any other characteristic protected by law that (1) has the purpose or effect of creating an intimidating, hostile, or offensive work environment, (2) has the purpose or effect of unreasonably interfering with an individual's work performance, or (3) otherwise adversely affects an individual's employment opportunities.

Harassment may include a wide range of behavior, including, but not limited to, epithets, slurs or negative stereotyping, threatening, intimidating or hostile acts, denigrating jokes, and display or circulation in the workplace of written or graphic material that denigrates or shows hostility or aversion toward an individual or group, whether committed in person or through electronic communications or social media.

Definition of Sexual Harassment. Sexual harassment is strictly prohibited. Sexual harassment includes unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when, for example, (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; (2) submission to or rejection of such conduct by an individual is used as the basis of employment decisions affecting such individual; or (3) such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

Sexual harassment may involve individuals of the same or different gender. It may include a wide range of behavior, including, but not limited to, unwanted sexual advances or requests for sexual favors, sexual jokes and innuendo, verbal abuse of a sexual nature, commentary about an individual's body, sexual prowess or sexual deficiencies, leering, catcalls or touching, insulting or obscene comments or gestures, display or circulation in the workplace of sexually suggestive objects or pictures (including through internet and/or email), and other physical, verbal or visual conduct of a sexual nature.

Reporting an Incident of Harassment, Discrimination or Retaliation. Individuals who believe they have experienced or witnessed conduct that violates this policy or who have concerns about such matters must immediately report the incident(s) either verbally or in writing to any one of the following:

- The employee's immediate supervisor
- The Department Head
- The Human Resources Department
- The City Manager

The employee may bypass the immediate supervisor or anyone else in the supervisory chain of command if the employee is uncomfortable in making the report to that person. Do not assume that management is aware of any inappropriate behavior or conduct. It is the responsibility of all employees to report any behavior or conduct that may constitute discrimination, harassment or retaliation.

The availability of this complaint procedure does not preclude individuals who believe they are being subjected to harassing conduct from promptly advising the offender that his or her behavior is unwelcome and requesting that it stop immediately.

No action will be taken against any individual who makes a good faith complaint or participates in the investigation or enforcement of this policy. However, if after investigating a complaint, the City determines that the complaint is frivolous, or was not made in good faith, or that an employee has provided false information regarding the complaint, disciplinary action may be taken against the individual who filed the complaint or who gave the false information, up to and including termination.

Investigative Process. Any reported allegations of harassment, discrimination, or retaliation will be investigated promptly, thoroughly and impartially. The City Manager will assign a designee to promptly initiate an investigation that will include a review of the context, frequency, and circumstances of the alleged harassment. Interviews will be conducted with witnesses or others who may have knowledge of the circumstances of the alleged harassment.

Upon completion of the investigation, the City Manager or his or her designee will meet with the individual making the complaint, explain the findings of the investigation and any actions taken to eliminate the harassment, discrimination or retaliation.

Confidentiality. The City may decide, in some circumstances, that in order to protect the integrity of its investigations, and the individuals involved in those investigations, it will maintain the investigation in strictest confidence. Where possible, information concerning the allegation(s) and/or result(s) of the investigation will be limited to the individual making the complaint, the alleged offender, witnesses and those managers or supervisors who have a legitimate need to know or who must receive information in order to facilitate the investigation.

Retaliation Is Prohibited. Retaliation against any individual who reports discrimination, harassment or retaliation, or participates in an investigation of such reports, is prohibited. If you believe that you have been retaliated against for making a complaint or assisting in the investigation of any complaint, you must report that conduct to any of the individuals identified above. Any retaliation is a serious violation of this policy and, like harassment or discrimination itself, will be subject to disciplinary action up to and including termination.

2.03 EMPLOYEES WITH DISABILITIES

City of McAlester will not discriminate against any qualified individual with regard to any terms or conditions of employment because of an individual's actual or perceived disability so long as he or she can perform the essential functions of his or her job. The City will provide reasonable accommodations for qualified individuals with disabilities, unless it results in an undue hardship to the City.

Any employee who requires an accommodation to perform or to continue to perform the essential functions of his or her current job should contact the Human Resources Department to request a reasonable accommodation. The request for accommodation should specify the nature or type of accommodation requested. The City may propose alternative accommodation(s) and retains the ultimate discretion to choose between reasonable accommodations. Employees must fully cooperate in this process to determine a reasonable accommodation.

An employee or job applicant who has questions regarding this policy or believes that he or she has been discriminated against based on a disability should notify Human Resources.

2.04 GENETIC INFORMATION NONDISCRIMINATION ACT

The federal Genetic Information Nondiscrimination Act of 2008 (GINA) prohibits employers from requesting or requiring genetic information of an individual or family member of the individual, except as specifically allowed by law. Applicants and employees should not provide any genetic information when responding to a request for medical information. "Genetic information" includes an individual's family medical history, the results of an individual's or family member's genetic tests, the fact that an individual or an individual's family member sought or received genetic services, as well as genetic information of a fetus carried by an individual or an individual's family member.

Family medical history may be provided, however, when providing information regarding a family member where the employee requests leave to care for a family member with a serious health condition.

CHAPTER 3
COMPENSATION AND HOURS WORKED

3.01 EMPLOYMENT CATEGORIES

Each employee is designated as either NON-EXEMPT or EXEMPT:

NON-EXEMPT employees are entitled to overtime pay and shall be paid one and one-half times their regular hourly rate of pay for hours worked in excess of forty (40) per week.

EXEMPT employees are not entitled to overtime pay.

In addition to classification as NON-EXEMPT or EXEMPT, each employee shall be classified as one of the following:

REGULAR FULL-TIME: Employees who are not assigned to probationary or temporary status and who are regularly scheduled to work a full-time schedule. These employees are eligible for benefits when applicable service requirements have been met, subject to the current terms, conditions, and limitations of benefit programs.

PART-TIME: Employees who are not assigned to probationary or temporary status and who are regularly scheduled to work less than thirty (30) hours per week. These employees are not eligible for benefits.

PROBATIONARY: Employees whose performance is being evaluated to determine whether further employment in a specific position or with the City of McAlester is appropriate. The probationary period is generally six (6) months for non-uniformed employees, and one (1) year for uniformed employees. Probationary employees may be suspended, demoted, or terminated with no right to appeal the decision. Full-time probationary employees may be eligible for benefits when applicable service requirements have been met, subject to the current terms, conditions, and limitations of benefit programs.

TEMPORARY: Employees who are hired as interim replacements, to temporarily supplement the work force, or to assist in the completion of a specific project. Temporary employment is of a limited duration. Employment beyond any initially stated period does not in any way imply a change in employment status. Temporary employees retain their temporary status unless and until notified in writing of a change in employment status. These employees are not eligible for benefits.

SEASONAL: Employees who are assigned to work on an intermittent and/or unpredictable basis. These employees are not eligible for benefits.

All employees, regardless of classification, status or length of service, are expected to meet and maintain City standards for job performance and behavior.

3.02 HOURS OF WORK

Employees are prohibited from working hours other than or in addition to their scheduled hours without first receiving the approval of their supervisor. Non-exempt employees are not to begin work prior to their shift or schedule, and are not to continue to work after their shift or schedule,

except in an emergency, without advance approval of their supervisor. Employees who work unauthorized hours may be subject to discipline, up to and including termination.

Non-Uniformed Employees. Employees shall work forty (40) hours each week. The workweek shall begin on Monday at 7:00 a.m. and end on Sunday at 6:59 a.m. each work period, and shall be established by Department Heads for each department. The general business hours are 8:00 A.M. to 5:00 P.M., Monday through Friday.

Police Department. Subject to the terms of an effective collective bargaining agreement, the normal workday shall consist of eight (8) hours and the normal work period is forty-three (43) hours in a period of seven (7) days. Personnel engaged in Police protection may work forty-three (43) hours in each of these workweeks prior to being paid overtime pay or receiving compensatory time off.

Fire Department. Subject to the terms of an effective collective bargaining agreement, the normal work period is twenty-seven (27) days and an average of 204 hours per work period. Personnel engaged in Fire protection may be entitled to overtime pay or compensatory time off if they work hours in excess of 204 during the work period.

3.03 OVERTIME

Non-exempt employees are prohibited from working hours other than or in addition to their scheduled hours, including overtime hours, without first receiving the approval of their supervisor. Employees who work unauthorized hours may be subject to discipline, up to and including termination.

All earned overtime will be paid at a rate one and one-half times the regular hourly rate — or in the case of compensatory time, one and one-half hours for each hour of overtime worked.

Compensatory time must be taken within ninety (90) days.

3.04 BREAKS/MEAL TIME

Employees are permitted two (2) rest periods (commonly known as coffee breaks) each day, one (1) during the first half of the workday and one (1) during the second half of the workday (generally morning and afternoon). These rest periods are limited to fifteen (15) minutes each and are not cumulative. Each employee is also granted a lunch period, generally one (1) hour in length. The lunch and rest periods will be so scheduled that no office serving the public will be closed during these breaks.

Employees are prohibited from working through their rest periods or meal breaks without first receiving the approval of their supervisor. Employees who work unauthorized hours may be subject to discipline, up to and including termination.

3.05 OUTSIDE WORK/INCOME

One of the conditions of full-time employment with the City of McAlester is that the employee must consider City employment as his/her primary job. This does not mean that a second job or supplemental income is not permissible, but simply means the City is first priority.

Employees who obtain secondary employment must be cautious about a conflict of interest. If an employee is in doubt, he/she should contact the City Manager's office prior to a commitment to second employment. Any employee engaged in secondary employment must fill out a secondary employment form and provide a completed form to the Human Resources Department.

Full-time City employees shall not be employed or connected with an outside business, or occupation, which will impair their ability to properly perform their duties with the City.

No employee may conduct secondary business or give the appearance of conducting secondary business during their work hours. Violations may result in disciplinary action, up to and including termination.

In relation to outside investments, City employees shall not use confidential City information or their position for personal or financial gain. The action will result in termination from the City.

3.06 ABSENTEESIM AND TARDINESS

All employees are to report to work each workday at their scheduled time. If an employee is unable to report to work, or if he will be late, he is to notify his supervisor prior to the time he is to report.

If an employee cannot give advance notice, he or she must notify a supervisor as soon as possible after the time he or she is scheduled to report to work.

Excessive absenteeism and tardiness will reflect negatively on an employee's job performance evaluation and will be a factor in merit and/or promotions in the future. The City will consider an employee to have voluntarily resigned and/or abandoned his or her job when an employee is absent from work for three (3) successive working days, without providing notice to his or her supervisor.

3.07 NON-UNIFORMED INCENTIVE PAY PROGRAM

The purpose of this "Non-Uniformed Incentive Pay Program" is to encourage non-uniformed employees to obtain and increase knowledge and skills in their respective jobs. The City believes that a better-educated and trained work force provides improved, efficient and economical services to the community. The City will monetarily reward employees that take the initiative to improve their skills above the basic minimum knowledge needed to adequately perform their job functions.

Non-uniformed employees may be eligible for incentive pay if they:

1. Obtain licenses or certificates beyond that required for their position; and

2. Obtain training hours beyond the basic knowledge required for their position when no license or certification is required by State or Federal regulations.

Any licenses, certificates or training must be job-related and acquired during employment. The Department Head must approve proposed courses/training. The City of McAlester may pay the cost of and allow leave to complete training.

Incentive pay for licenses or certificates will continue as long as the license or certificates are current (unless specific time limits are established). The employee must attend and successfully complete required training hours to assure that license or certificate is current.

SCHEDULE OF INCENTIVES

- A. Plant Operators, Utility M&O, Parks Department (with direct responsibility for water and/or sewer), Wastewater, Water Treatment & UTM

LICENSE	INCENTIVE \$ PER MONTH
Operator "C" (3 YEAR MAX)	\$25.00
Operator "B"	\$60.00
Operator "A"	\$100.00
Lab "B"	25.00
Lab "C"	15.00

Employees will be paid for only one (1) operator's license and one (1) lab license.

- B. Parks and Recreations

LICENSE	INCENTIVE \$ PER MONTH
Roadside Herbicide	\$35.00
Explosive Handling Certificate	\$35.00

- C. Police Dispatcher

LICENSE/TRAINING	INCENTIVE \$ PER MONTH
100 hours above basic training*	\$45.00
200 hours above basic training*	\$65.00

* For purpose of this Non-Uniformed Incentive Pay Policy, basic training includes (1) teletype in-house – 40 hours, and (2) CPR – 1st certification.

- D. Code Inspector

LICENSE/TRAINING	INCENTIVE \$ PER MONTH
Oklahoma Code Inspector License (+ 65 hours)	\$45.00

E. Landfill

LICENSE/TRAINING	INCENTIVE \$ PER MONTH
Certification (+ 65 hours)	\$45.00

F. All Departments

LICENSE/TRAINING	INCENTIVE \$ PER MONTH
100 Hours of training in job area*	\$45.00
150 hours of training in addition to any license or training hours, and over the first 100 hours of training in job area #	\$75.00

* Hours required to obtain license or certificate that result in other paid incentives will not be credited towards any additional incentive. Hours required to maintain license or certificate will be credited.

The 150 hour incentive will require employees to obtain 15 hours at their own expense with the remaining 135 hours to be paid by the City. All hours for this incentive must be acquired after July 1, 1994.

G. College Degrees

Non-uniformed employees will be granted a monthly incentive based on college degrees as follows:

DEGREE	INCENTIVE \$ PER MONTH
Masters Degree	\$75.00
Bachelors Degree	\$50.00
Associates Degree	\$25.00

H. Uniformed Incentive Pay plans are described in applicable collective bargaining agreements.

3.08 LONGEVITY PAY

Employees not governed by the terms of an applicable collective bargaining agreement may be eligible for Longevity Pay.

Eligibility. Only persons who are classified as regular, full-time employees shall be considered for longevity benefits for that calendar month. Regular, full-time employees who have transferred from department to department with no break in service shall be considered eligible for Longevity Pay to include all accumulated length of service.

Part-time employees are not eligible for Longevity Pay. Periods of part-time employment by current regular, full-time employees will not be counted. Persons who previously worked on a regular, full-time basis but are now part-time employees are not eligible for Longevity Pay.

Retired persons that are no longer employed on a regular, full-time basis by the City are not eligible for Longevity Pay. Persons drawing retirement benefits from the City will not be eligible for Longevity Pay for the period for which they are receiving retirement benefits.

Longevity Pay shall mean a payment based on length of continuous service paid periodically to employees in addition to their regular compensation, adjusted at specified intervals, and calculated at fixed amounts, not related to salary or wage income, and in accordance with the following schedule:

YEARS	ANNUAL RATE	YEARS	ANNUAL RATE
5	\$300	18	\$1080
6	\$360	19	\$1140
7	\$420	20	\$1200
8	\$480	21	\$1260
9	\$540	22	\$1320
10	\$600	23	\$1380
11	\$660	24	\$1440
12	\$720	25	\$1500
13	\$780	26*	\$1560
14	\$840	27*	\$1620
15	\$900	28*	\$1680
16	\$960	29*	\$1740
17	\$1020	30*	\$1800

*Longevity years 26 through 30 years are negotiated with the Fire CBA only.

Longevity Pay shall be paid for the earning period immediately preceding June 1 or December 1. Longevity Pay for the period of service from June 1 through November 30 is payable on or before December 10. Longevity Pay for the period of service from December 1 through May 31 is payable on or before June 10.

Except as otherwise provided for herein, employees who work ninety-six (96) hours (regular or shift) or more on any calendar month shall earn Longevity Pay for the entire month. An employee whose regularly scheduled workday consists of twenty-four (24) consecutive work hours shall earn Longevity Pay for each month in which he worked seven (7) or more such days.

Effect of Layoff or Leave of Absence. After July 1, 1975, only continuous service without break due to layoff or leave of absence will be counted for Longevity Pay. For the purposes of establishing years of service for Longevity Pay for employment prior to July 1, 1975, all full-time service prior to July 1, 1975 will be collectively accumulated and added together for total length of service. This time shall not include the period of the breaks in service.

An unpaid leave of absence or a layoff of ninety (90) days, or less shall not postpone the longevity qualification date of an employee.

A unpaid leave of absence (except military leave) or layoff in excess of ninety (90) days shall postpone the longevity qualification date for the total period of separation, but time previously

served toward the next longevity qualification date shall be credited when the employee returns to the payroll.

Military leaves of absence for periods not to exceed ninety (90) days shall not postpone the longevity qualification date for total period of separation, but the time previously served toward the next longevity qualification date shall be credited when the employee returns to payroll.

An employee absent from service due to leave of absence or unpaid sick leave shall receive longevity pay on a prorated time basis for calendar months served.

Effect of Termination. An employee who, for any reason, terminates employment with the City prior to June 1 or December 1 shall receive Longevity Pay on a prorated basis for calendar months served.

An employee absent from service due to leave of absence or unpaid sick leave shall receive longevity pay on a prorated time basis for calendar months served.

3.09 PAYROLL DEDUCTIONS

The following items are deducted from each paycheck in accordance with applicable law:

1. Federal Income Tax
2. Oklahoma Income Tax
3. FICA/Medicare
4. Oklahoma Firefighters Pension & Retirement Fund (Fire only)
5. Oklahoma Policy Pension & Retirement Fund (Police only)

Medicare/Pension – Employees hired after April 1, 1986, not covered by FICA.

The following city offered plans may be deducted at the election of an eligible employee:

1. Medical Insurance (City-offered plan)
2. Life Insurance
3. Credit Union
4. United Way
5. Cafeteria Plan
6. Non-Uniform Pension
7. Other Approved Plans

CHAPTER 4 BENEFITS 4.01 BENEFITS PACKAGES

The City offers a comprehensive package of employee benefits for its regular, full-time employees, including health, dental, vision insurance and life insurance. The information provided in these Personnel Policies contains only a general description of these benefits, and is subject to the terms and conditions of the current plan documents, which may be obtained from the Human Resources Department. To the extent that information contained in these Policies is inconsistent with the current plan documents, the terms and conditions of the current plan documents control.

The City reserves the right to alter, modify or suspend these benefits at any time, for any reason, with or without cause or notice.

4.02 HOLIDAYS

Regular, full-time employees are eligible for the following paid holidays:

New Year's Day	Labor Day
Martin Luther King Day	Veterans' Day
Presidents' Day	Thanksgiving day (2 Days)
Good Friday	Christmas Eve (2 Days)
Memorial Day	Employee's Birthday
Independence Day	

When a holiday falls on a Saturday, it shall be observed on the prior Friday. When a holiday falls on a Sunday, it shall be observed the following Monday.

The City Council and City Manager may designate additional days as paid holidays from time-to-time, as warranted.

Non-Uniformed, regular, full-time employees, who, due to working assignments, are required to work on a holiday, will be given equivalent paid time off on another date.

Uniformed employees who are required to work on a holiday will be compensated according to the terms of their Collective Bargaining Agreement.

Non-Uniformed Employees: Dispatchers, Water and Sewer Operators, Animal Control. 24 hour-7 days a week Non-Uniformed departments shall observe holidays as follows:

- When a holiday falls on an employee's day off, the employee shall book (1) holiday as their alternate day to be observed as approved by the City.
- When a holiday falls on an employee's work day; the employee shall book two (2) holidays for that holiday if they actually work the holiday. If the employee takes off on the holiday and uses sick, vacation or comp time, the employee shall book (1) holiday as their alternate day to be observed as approved by the City.

- When inclement weather falls on a holiday and requires regular essential non-uniform employees to work, the employee shall be paid for hours worked along with the 8 hours of holiday pay. Overtime will only be paid when the employee actually works 40+ hours.
- Non-Uniformed Employees covered under this section shall be limited to a maximum of 200 hours of holidays. No more than 200 hours can be carried over each fiscal year. All holidays hours in excess of the maximum 200 hours shall be lost if not taken within twelve (12) months of occurring. Employees shall be compensated for all unused holidays upon separation from the City, provided the reason for separation is not termination for cause. A retiring employee shall be compensated for all unused holidays.

4.03 VACATION LEAVE

Accrual of Vacation Leave. Each probationary or regular full-time employee will earn vacation leave as follows:

- For the first five- (5) years of service: 5/6th of a working day per month or equivalent to 6.667 hours per month.
- After completion of the fifth (5th) year through ten (10) years of service: 1 and 1/4 working days per month or equivalent to 10 hours per month.
- After completion of the tenth (10th) year of service: 1 and 3/4 working days per month or equivalent to 14 hours per month.

Use of Vacation Leave. Vacation leave may be used subject to supervisor approval. Vacations must be scheduled in advance with a supervisor and as early as practicable. It is the responsibility of supervisors to establish vacation schedules in a manner best calculated to meet the needs of employees and least interruptive of departmental work. Vacation leave may be used only during periods of active employment.

Probationary employees may use vacation time in increments of not more than two (2) days per six-month period, and on an emergency basis only.

Employees shall be allowed to carry over up to a maximum of forty-five (45) days of accrued vacation leave. Any leave over the maximum amount will be on a use it or lose it basis.

If the City remains open during a period of inclement weather, but an employee is unable to report to work because of inclement weather conditions, that employee shall be assessed vacation leave or compensatory time for the work missed.

All vacation leave will be taken in one (1) hour increments.

Compensation for Unused Vacation Leave. Employees shall be compensated for all unused vacation leave upon separation from the City, provide the reason for separation is not termination for cause. Upon termination for cause, payment for unused vacation leave will be at the discretion of the City Manager. A retiring employee shall be compensated for all unused

vacation leave. Compensation for unused vacation leave for employees separating from City service with less than two (2) years of service shall be at the discretion of the City.

4.04 SICK LEAVE

Accrual of Sick Leave. Each probationary or regular full-time employee shall earn sick leave at the rate of one (1) full working day for each month of service.

Definition of "Immediate Family." For the purpose of this Sick Leave Policy, "Immediate Family" shall include an employee's spouse, children, and/or members living in the immediate household

Use of Sick Leave. Sick leave may be granted to probationary or regular full-time employees only for absence from duty due to injury, illness, or legal quarantine of the employee or the employee's Immediate Family member. Sick leave shall also be granted for Maternity Leave.

- **Use of Sick Leave for Bereavement.** Sick leave of up to three (3) days may be granted due to death of an employee's Immediate Family member. Employees will be required to use their leave accruals on the books or if no leave is available, you will be placed on leave without pay during your absence.
- In no event will sick leave be granted in excess of that which has been earned. No employee shall be allowed to use sick leave past the time he or she is actively engaged in his employment.
- Employees claiming sick leave in excess of three (3) consecutive working days shall be required by the Department Head to provide a certificate from a physician that the employee has been incapacitated for work for the period of his absence and is again physically able to perform his duties.
- Claiming sick leave when physically fit shall be cause for termination, unless the sick leave is used for an injury or illness of an Immediate Family member. Employees using sick leave shall not engage in any secondary employment or use sick leave for recreational or personal use.
- All sick leave ~~leaves~~ will be ~~will be~~ taken in one (1) hour increments.

Compensation for Unused Sick Leave.

- A maximum of ninety (90) days of accrued but unused sick leave may be carried over at the start of a new calendar year.
- Compensation for unused sick leave for employees separating from City service shall be at the discretion of the City. Accrual will be rounded off to the nearest divided factor of three (3).

4.05 ON-THE -JOB INJURY LEAVE

The City of McAlester shall grant injury leave to any full-time regular employee who is injured on-the-job as a result of being engaged in his required job activity or who contracts an occupational illness as a direct result of his work activity. The following will govern the injury leave:

Regular, Full-Time Employees. Injury leave will not exceed 180 days for each injury or occupation illness.

Medical Documentation of Need for Injury Leave. Injury leave will be granted only on the written recommendation and evaluation of a medical doctor. In the event an employee is granted injury leave, such employee shall submit, prior to the leave, a Physician's Written Evaluation for each thirty (30) day period so granted for Injury Leave, or any portion thereof, until said employee returns to work in a full-duty status.

Return to Work, Fitness for Duty. The employee shall undergo a Return to Work, Fitness for Duty Assessment covering the Employee's Job Duties description before returning to full duty status. Return-to-Work, Fit-for-Duty test will be required for employees that have been off work for ~~at least 6 weeks~~ 30 days or has seen a Specialist.

- **Full Duty.** If the employee successfully completes the Return to Work, Fitness for Duty Assessment, the employee must provide a copy of the completed assessment to the Safety Officer before returning to full duty status.
- **Light Duty.** The City will make efforts to place the employee on Light Duty status, if there is a light-duty assignment available and if the City is able to accommodate the type of activities the employee can do and/or is restricted from performing. The Safety Officer will meet with the employee every two weeks during a light duty assignment to determine whether the accommodations need or can be continued until full-duty capacity is obtained. Once the employee is released from Light Duty to Full Duty without restrictions the employee will be required to successfully complete the Return to Work, Fitness for Duty Assessment if they meet the above requirements. (City Fire Fighters do not have Light Duty opportunities as per the terms of their Collective Bargaining Agreement.)
- **Medical Restrictions.** The employee must disclose any medical restrictions to the City's Human Resources Department so that the City can determine whether it can make accommodations to support the medically prescribed restrictions.

Physical Ability Test. An employee may be required to successfully complete a return-to-work "physical ability test." The test shall be taken prior to returning to work. A written notification of successful completion from the doctor or health care provider is required. A return to work "physical ability test" will be scheduled through the safety office.

Continued Leave Accrual. Injury Leave will not be applied against accumulated sick leave. Employee shall continue to accrue sick and vacation leave while on injury leave.

4.06 OTHER APPROVED LEAVE

The City Manager may authorize other types of leave, with or without pay, which will not be charged to vacation or sick leave. All such leave must be applied for in advance, favorably recommended by the Department Head and approved by the City Manager.

Leave "With Pay" may be granted for the following reasons:

- A. **Jury Duty.** The City will pay a regular, full-time employee the difference between his or her regular earnings and any fees received for jury service. Contact your Supervisor promptly after receiving notice to appear.
- B. **Witness Duty.** The City will pay a regular, full-time employee for time spent during regular working hours to appear as a witness on behalf of the City.
- C. Attendance at official meetings where the good of the service is involved.
- D. Active duty in any branch of the Armed Forces of the United States or of the State of Oklahoma, for the period of such active state or federal service during the first thirty (30) days of such leave or absence.

Leave "Without Pay" may be granted at the City's discretion to regular, full-time employees where unusual or unavoidable circumstances require prolonged absence, and may be granted for the following reasons:

- A. The City may allow leave without pay for a period not to exceed one (1) year due to sickness or disability which is non-job related, or other good and sufficient reasons which are considered to be in the best interest of the service. The City Manager may extend such leaves for sufficient reason.
- B. The City shall extend to employees leaving to serve full-time in the Armed Forces or the United States the full extent of benefits provided under the Uniformed Services Employment and Reemployment Rights Act (USERRA).

No loss of service credit occurs during an approved leave of absence period. Discuss benefit continuation, reinstatement and approval with the Human Resources Department.

4.07 RETIREMENT PLAN

All regular full-time non-uniformed employees are covered by a Retirement Fund with a matching contribution through a 457 plan. The Retirement plan is available for review in the Human Resources Department.

4.08 CREDIT UNION

All regular full-time employees are eligible for membership in the Weokie Credit Union. Members have the opportunity to participate in the savings and loan programs and other Credit Union programs through payroll deduction agreements.

4.09 REIMBURSEMENT FOR PERSONAL PROPERTY

The City of McAlester, at its option, may replace or repair personal articles, which are damaged or broken as a result of the proper performance of an employee's job function. Personal articles include prescription eyeglasses or contact lens (replacement cost only), dentures, hearing aids, watches (maximum reimbursement \$100.00) and medical ID jewelry.

A written report of damage, including when and where the damage or loss took place and activity in which employee was engaged, must be made and approved by the Department Head prior to any reimbursement.

Any other personal articles reported stolen or damaged while on the property of the City shall not be replaced at the expense of the City.

4.10 EMPLOYEE ASSISTANCE PROGRAM

The City believes that alcoholism, drug abuse and psychological adjustment problems may be treatable conditions. Employees are encouraged to voluntarily seek assistance for these conditions. The purpose of this program is to assist all employees whose work performance or behavior is being adversely affected by certain non-work-related problems.

Employee assistance programs are primarily designed to help employees and their families with problems related to deteriorating job performance. Examples of these types of problems include not only substance abuse, but also legal or financial issues, psychological or psychiatric disorders, and marital or family problems.

The EAP will provide education, encouragement, and assistance, as well as referral services for assessment and rehabilitation. An employee who seeks help through the EAP will be required to use their leave accruals on the books or if no leave is available, you will be placed on leave without pay during rehabilitation. EAP may also be able to assist the employee in seeking rehabilitative services through the employee's medical insurance. The employee will be responsible for all health related charges during rehabilitation.

Strict confidentiality shall be maintained during any phase of intervention, EAP services, assessment, testing and the rehabilitative process, and during the follow-up procedure.

Acceptance of EAP services may necessitate follow-up with the EAP regarding the employee's progress and/or completion of treatment and after-care.

Voluntary Referral. Employees may avail themselves of the EAP any time they feel they need to seek help with a problem which is causing or may cause their job performance to decline. The employee should contact the Human Resources Department.

Management Referral. This type of referral is based on observation and documentation of deteriorating job performance by supervisory personnel. Referrals may consist of assessment through the EAP and/or a medical assessment. If an employee refuses to cooperate with the EAP after having been referred to the program because of a positive drug or alcohol test, he or she may be terminated for cause.

To be eligible for continuation in employment during rehabilitation, the employee must have been employed for at least one year and must maintain weekly contact with the City representative to whom he or she reports. He or she must also provide, upon request, written certification that he is continuously enrolled in the treatment program.

Upon completion of rehabilitation, the EAP counselor will notify the City's Human Resources Department that the employee may return to work on active status. The employee must successfully complete any post-rehabilitation drug and/or alcohol testing required.

The employee who leaves a treatment program prior to proper discharge by a health care provider will be immediately terminated.

4.11 FAMILY AND MEDICAL LEAVE

Under some circumstances, employees may be eligible for family and medical leave as provided by the Family and Medical Leave Act of 1993 (FMLA). This policy summarizes the benefits and guidelines for leaves of absences granted for family or medical leave purposes. All requests for FMLA leave should be directed to the Human Resources Department.

Effective August 5, 1993, the FMLA requires private employers with 50 or more employees and all public agencies to provide eligible employees with unpaid leave for certain family and medical reasons. This includes state, local and federal employers, and local education agencies (schools), to provide eligible employees up to 12 weeks of unpaid, month job protected leave in any 12 period for certain family and medical reasons.

Employee Eligibility. Eligible employees are entitled to take up to twelve (12) weeks of FMLA leave during a calendar year (January 1 through December 31) for certain reasons described herein. (In the case of Military Caregiver Leave, an eligible employee may be entitled to an even greater amount of leave.) To be eligible, an employee must:

- 1. ___ have worked for the City for at least twelve months;
- 2. ___ have worked for the City for at least 1,250 hours during the twelve-month period immediately preceding commencement of leave; and

- 3. _____ be assigned to a worksite which has fifty or more employees within seventy-five miles.

An eligible employee's actual workweek is a "week" for determining the amount of FMLA leave allowed. If an eligible employee's work schedule varies from week to week, a weekly average of the hours scheduled over the twelve months prior to the beginning of the leave period (including any hours for which the employee took leave of any type) will be used to calculate the weekly leave entitlement.

Advance Notice Requirement:

An employee must give at least thirty (30) days' notice for an FMLA leave when the leave is foreseeable, such as for the birth or placement of a child, or for a planned medical treatment. When planning medical treatments, the employee should make reasonable efforts to schedule a leave so as not to unduly disrupt business operations subject to the approval of the employee's health care provider.

When the need for the FMLA leave is not foreseeable, the notice should be given as soon as practicable. An employee who is absent due to his or her own illness for more than three (3) consecutive workdays is required to complete an application for FMLA leave.

Circumstances under which FMLA leave may be taken:

- 1. **To care for your child upon his/her birth and within the first year following his/her birth.**
This leave is available to fathers and mothers. This leave expires twelve months after the birth of the child. A husband and wife who are both employed by the City and eligible for FMLA leave may be limited to a combined total of 12 weeks of leave during the calendar year if the leave is taken to care for the employee's parent with a serious health condition, for the birth of the employee's child or to care for the child after the birth, or for placement of a child with the employee for adoption or foster care or to care for the child after placement.
- 2. **To care for a child placed in your care for adoption or foster care within the first year of placement.** This leave is available to fathers and mothers. This leave expires twelve months after the placement of the child. A husband and wife who are both employed by the City and eligible for FMLA leave may be limited to a combined total of 12 weeks of leave during the calendar year if the leave is taken to care for the employee's parent with a serious health condition, for the birth of the employee's child or to care for the child after the birth, or for placement of a child with the employee for adoption or foster care or to care for the child after placement.
- 3. **To care for your spouse, parent, or child who has a serious health condition.**

Applicable definitions:

- (i) "Spouse" is as defined by state law, and within the state of Oklahoma includes "common law" spouses.

- (ii) "Parent" includes the biological, adoptive, step, foster, or any other individual who stood in loco parentis to the employee when the employee was a son or daughter. "Parent" does not include in-laws.
- (iii) "Child" includes your son or daughter (biological, adopted, foster, step, legal ward, child of a person standing in loco parentis) who is either:
 - under age 18, or
 - age 18 or older and incapable of self-care because of a mental or physical disability.

A husband and wife who are both employed by the City and eligible for FMLA leave may be limited to a combined total of 12 weeks of leave during the calendar year if the leave is taken to care for the employee's parent with a serious health condition, for the birth of the employee's child or to care for the child after the birth, or for placement of a child with the employee for adoption or foster care or to care for the child after placement.

The City will require a certification, as discussed below.

- ~~1.4.~~ **Due to a serious health condition that makes you unable to perform the functions of your job.** An employee is unable to perform the functions of his or her position where the health care provider certifies that the employee is unable to work at all or is unable to perform any one of the essential functions of the employee's position. An employee who must be absent for medical treatment for a serious health condition is considered unable to perform the functions of the position during the absence.

The City will require a certification, as discussed below.

- ~~2.5.~~ **"Qualifying Exigency Leave."** Qualifying Exigency Leave arises out of the fact that the spouse, child (including biological, adopted, foster, step, legal ward or a child for whom the employee stands in loco parentis), or parent of the employee is on covered active duty or has been notified of an impending call to covered active duty status as a result of membership in the Regular Armed Forces or the National Guard or Reserves requiring deployment in a foreign country ("covered military member"). For purposes of Qualifying Exigency Leave, the "child" does not have to be any particular age. This leave applies only to a Federal call to active duty, not State calls.

Types of Qualifying Exigency Leave:

- A. **Short-notice deployment.** The qualifying exigency is to cover any issues that may arise due to a covered military member being notified of an impending call or order to covered active duty seven or less calendar days prior to the date of deployment. This leave can be used for seven calendar days beginning on the date the covered military member is so notified.

- B. **Military events and related activities.** This is to allow the employee to attend any official ceremony, program or event sponsored by the military that is related to the covered active duty or call to covered active duty status and to attend family support or assistance programs and informational briefings sponsored or promoted by the military, military service organizations, or the American Red Cross that are related to the covered active duty or call to covered active duty status of a covered military member.
- C. **Childcare and school activities.** When necessitated by the covered active duty or call to covered active duty status (and relating only to a child who is under 18 or, if over 18, incapable of self-care because of a mental or physical disability), this is to arrange for alternative childcare, to provide childcare on an urgent, immediate need basis, to enroll in or transfer to a new school or day care, or to attend meetings with the school or daycare.
- D. **Parental Care.** When necessitated by the covered active duty or call to covered active duty status (and relating only to a biological, adoptive, step or foster parent of the military member who is incapable of self-care), this is to arrange for alternative parental care, to provide parental care on an urgent, immediate need basis, to admit or transfer a parent to a different care facility, or to attend meetings with staff at a parental care facility.
- E. **Financial and legal arrangements.** This is to make or update financial or legal arrangements to address the covered military member's absence, such as preparing and executing financial and healthcare powers of attorney, transferring bank account signature authority, enrolling in the Defense Enrollment Eligibility Reporting System, obtaining military identification cards, or preparing or updating a will or living trust. This leave may also be used to act as the covered military member's representative before a federal, state, or local agency for purposes of obtaining, arranging, or appealing military service benefits while the covered military member is on covered active duty or call to covered active duty status and for a period of 90 days following the termination of the covered active duty status.
- F. **Counseling.** This is to attend counseling provided by someone other than a health care provider for oneself, for the covered military member, or for the child of the covered military member provided that the need for counseling arises from the covered active duty or call to covered active duty status of a covered military member.
- G. **Rest and recuperation.** This is to spend time with a covered military member who is on short-term, temporary, rest and recuperation leave during the period of deployment. Eligible employees may take up to fifteen calendar days of leave for each instance of rest and recuperation. The City may request, for certification purposes, a copy of the rest and recuperation orders or other documentation issued by the military setting forth the dates of any such leave.

- H. **Post-deployment activities.** This is to attend arrival ceremonies, reintegration briefings and events, and any other official ceremony or program sponsored by the military for a period of 90 days following the termination of the covered military member's covered active duty status and to address issues that arise from the death of a covered military member while on covered active duty status such as meeting and recovering the body of the covered military member and making funeral arrangements.
 - I. **Additional activities.** This is to address other events which arise out of the covered military member's covered active duty or call to covered active duty status; provided that the City agrees that the leave shall qualify as an exigency and that the City agrees to both the timing and duration of the leave.
6. **Military Caregiver Leave.** Military Caregiver Leave is to permit a spouse, son, daughter, parent, or next of kin to take up to 26 workweeks of leave in a single 12-month period to care for a covered service member. A "covered service member" includes (a) a current member of the Armed Forces or the National Guard or Reserves who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness, and (b) a veteran who was a member of the Armed Forces or the National Guard or Reserves and was discharged or released under conditions other than dishonorable at any time during the five-year period prior to the first date the eligible employee takes leave to care for the veteran, and who is undergoing medical treatment, recuperation or therapy for a serious injury or illness. A "serious injury or illness" means an injury or illness incurred by a current member of the Armed Forces or the National Guard or Reserves in the line of duty on active duty in the Armed Forces or that existed before the beginning of such duty and was aggravated by such duty, that may render him/her medically unfit to perform the duties of his or her office, grade, rank or rating, and an injury or illness incurred by a veteran in the line of duty on active duty in the Armed Forces or that existed before the beginning of such duty and was aggravated by such duty, and manifested itself before or after the member became a veteran, and is (a) a continuation of a serious injury or illness incurred or aggravated when the covered veteran was a member of the Armed Forces and left the veteran unable to perform the duties of his or her office, grade, rank or rating, (b) a physical or mental condition for which the covered veteran has received a U.S. Department of Veterans Affairs Service-Related Disability Rating of 50% or greater where such rating is based in whole or in part upon the condition precipitating the need for leave, (c) a physical or mental condition that substantially impairs the veteran's ability to secure or follow a substantially gainful occupation or would do so absent treatment, or (d) an injury, including psychological injury, on the basis of which the veteran has been enrolled in the Department of Veterans Affairs Program of Comprehensive Assistance for Family Caregivers

The City will require a certification, as discussed below.

"Next of kin of a covered service member" means "the nearest blood relative other than the covered service member's spouse, parent, son, or daughter, in the following order of

priority: blood relatives who have been granted legal custody of the covered service member by court decrees or statutory provisions, brothers and sisters, grandparents, aunts and uncles, and first cousins, unless the covered service member has specifically designated in writing another blood relative as his or her nearest blood relative for purposes of military caregiver leave under the FMLA.” The age of the son, daughter, or next of kin is irrelevant for purposes of this provision.

This military caregiver leave is not in addition to the 12 weeks of traditional Family and Medical Leave but is to be combined with the 12 weeks for a total of no more than 26 weeks per 12 months. The “single 12-month period” begins on the first day the eligible employee takes FMLA leave to care for a covered service member and ends 12 months after that date, regardless of the method used by the City to determine the employee’s 12 workweeks of leave entitlement for the other FMLA-qualifying reasons. If an eligible employee does not use all of the 26 workweeks permitted under the Military Caregiver Leave, it is forfeited.

The Military Caregiver Leave is to be applied on a per-covered-service member, per-injury basis such that an eligible employee may be entitled to multiple Military Caregiver Leaves, provided that no more than 26 workweeks of leave is/are taken within any “single 12-month period.”

If a leave qualifies both as leave to care for a parent, spouse, or child with a serious health condition or Military Caregiver Leave, the designation in the first instance must be Military Caregiver Leave.

A husband and wife who are both employed by the City and who are both eligible may be limited to a combined 26 workweeks during the single 12-month period. Consult Human Resources if you have any questions.

Serious Health Condition

For purposes of the FMLA and this policy, a “serious health condition” means an illness, injury, impairment, or physical or mental condition that involves inpatient care or continuing treatment by a “health care provider.”

“Inpatient care” means an overnight stay in a hospital, hospice, or residential medical care facility, including any period of incapacity or any subsequent treatment in connection with such inpatient care.

“Continuing treatment” may include periods of incapacity and treatment, treatment during pregnancy or prenatal care, chronic conditions, permanent or long-term conditions, or other conditions requiring multiple treatments. If you have questions about whether your situation qualifies under this paragraph, consult the Human Resources Department.

A “health care provider” includes a doctor of medicine or osteopathy authorized to practice medicine or surgery by the state in which the doctor practices; podiatrists, dentists, clinical

psychologists, optometrists, and chiropractors (limited to manual manipulation of the spine to correct a subluxation as demonstrated by x-ray to exist) authorized to practice, and performing within the scope of their practice, under state law; nurse practitioners, nurse midwives, clinical social workers and physician assistants authorized to practice, and performing within the scope of their practice, as defined under state law; and Christian Science practitioners listed with the First Church of a Christ Scientist in Boston, Massachusetts.

Intermittent Leave or Reduced Leave Schedule

Intermittent leave is FMLA leave taken in separate blocks of time due to a single qualifying reason.

Reduced leave schedule is a leave schedule that reduces the employee's usual number of working hours per workweek or hours per work day. A reduced leave schedule is a change in the employee's schedule for a period of time, normally from full-time to part-time.

To take intermittent leave or be placed on a reduced leave schedule, it must be medically necessary as certified by the patient's health care provider. An employee must make a reasonable effort to schedule planned treatments or events requiring his/her absence when using intermittent leave and reduced leave schedule. Leave of this type may result in transfer or reassignment under certain circumstances.

For FMLA leave for the birth or placement of a child, intermittent leave and reduced leave schedule is permitted only if the City agrees. Such requests will be considered on a case-by-case basis.

FMLA Leave is Unpaid, but may run Concurrently with Paid Leave under other Policies

Leave taken under the FMLA and this policy is unpaid, regardless of whether you are an exempt or nonexempt employee.

If the reason for your FMLA leave also qualifies for a paid leave under another policy of the City, including sick leave, the paid leave will run at the same time as the unpaid FMLA leave. In other words, an employee taking unpaid FMLA leave will be required to apply all applicable accrued paid leave toward FMLA leave. The City, in its discretion and consistent with its own business judgment, may apply accrued sick leave, vacation leave, holiday leave and/or comp time towards the employee's FMLA leave. Any paid leave used for an FMLA qualifying reason will be charged against an employee's entitlement to FMLA leave. Upon exhaustion of all accrued paid leave, the remainder of the FMLA leave will be unpaid.

If the need for leave is covered under an insurance policy (e.g., workers' compensation or a disability leave plan), the employee may elect to use accrued paid leave to supplement the disability plan or workers' compensation benefits when such benefits provide for replacement income below the employee's regular pay.

FMLA leave will run concurrently with other types of leave, including leaves of absence under the Worker's Compensation statute and any other type of medical or disability related leave of absence. FMLA leave may not be used to extend the amount of time available under any other leave of absence policies maintained by the City.

Procedure for Obtaining and Using FMLA Leave

In all cases, the City retains the right to designate leave as qualifying under the FMLA.

1. **Employee Requests.** An employee must provide the City at least 30 days' advance notice before FMLA leave is to begin if the leave is foreseeable based upon the birth or placement of a child or planned medical treatment. When planning medical treatments, the employee should make reasonable efforts to schedule a leave so as not to unduly disrupt business operations subject to the approval of the employee's health care provider. If 30 days' notice is not practicable due to lack of knowledge or change in circumstances, for example, notice must be given as soon as practicable. An employee must provide reasons for the needed leave so as to allow the City to determine whether the leave qualifies under the FMLA. Failure to provide notice or to respond to proper inquiries allowing the City to determine if the leave is FMLA qualifying may result in the delay or denial of FMLA leave. The City may waive the employee notice requirement; however, a waiver in one situation does not mean that the City has waived the requirement in any other situation. In addition, an employee who is absent due to his or her own illness for more than three (3) consecutive workdays is required to complete an application for FMLA leave.
2. **Designation.** When an employee requests FMLA leave or the City acquires knowledge that an employee's absence may be FMLA-qualifying, the City shall give notice to the employee of his or her rights under the FMLA within five (5) business days absent extenuating circumstances. If at any time the City learns of information which changes the information in the designation, the City will provide a new designation to the employee within five business days.
3. **Required Certifications - General.** The City may require a certification for certain types of leave, as discussed in this Policy. The City will supply the employee with the appropriate certification form. The employee shall provide the requested certification within 15 calendar days unless it is not practicable to do under the circumstances despite the employee's diligent, good faith efforts. If there is reason to doubt the certification, an employee may be required to obtain the opinion of a second health care provider at the expense of the City. If the second opinion differs from the opinion in the original certification, the employee may be required to obtain the opinion of a third health care provider at the expense of the City. In addition, the City may require an employee to obtain subsequent re-certifications. Failure to return an adequate certification may result in delay or denial of FMLA leave.
4. **Annual Certification.** Where the employee's need for leave due to the employee's own serious health condition or the serious health condition of the employee's covered family

last beyond a single leave year, the City may require the employee to provide a new medical certification in each subsequent leave year.

5. **Recertification for leave taken for the serious health condition of the employee or the employee's family member.** The City may request recertification no more often than every 30 days and only in connection with an absence by the employee unless:
 - A. the health care provider states in the original certification that the minimum duration of the condition will be more than 30 days in which case the City must wait until the expiration of the minimum duration, unless the minimum duration is more than six months in which the City may always request a recertification every six months in connection with an absence;
 - B. the employee requests an extension of the leave;
 - C. circumstances described by the previous certification have changed significantly; or
 - D. The City receives information that casts doubt upon the employee's stated reason for the absence or the continuing validity of the certification.

6. **Certification regarding Qualifying Exigency.** The City may require the employee to provide documentation supporting the request such as the covered military member's covered active duty orders. The City will not request the information again with respect to the same covered active duty call of the same covered military member. Further, with regard to each leave, the employee must provide a certification describing the need for the leave on a form supplied by the City.

7. **Certification for Military Caregiver Leave.** The employee will be required to provide a certification from an authorized health care provider regarding the need. The employee may also be required to provide additional information to allow the City to determine if the leave is qualifying Military Caregiver Leave. In lieu of the form provided by the City, the City will also accept invitational travel orders (ITO) or invitational travel authorizations (ITA) issued to any family member to join an injured or ill service member for the duration listed therein. The employee is responsible for providing the City with complete and sufficient information needed for the City to designate the leave as Military Caregiver Leave. Failure to do so may result in the delay or denial of FMLA leave.

8. **Intent to Return to Work.** You may be required to report periodically on your status and your intent to return to work. Failure to periodically report may cause an employee to become ineligible for FMLA leave.

9. **Fitness for Duty Certification.** If you took FMLA due to your own serious health condition, you will be required to provide a fitness for duty certification prior to returning to work. This certification will apply only to the condition for which the FMLA leave was taken. The City may require that the certification specifically address whether the employee can perform the essential functions of the job, but only if the City provided a

list of the essential function with the original City notice that the leave was designated as FMLA qualifying. An employee will not be restored to employment unless a fitness for duty certification is presented.

If the FMLA leave is intermittent or on a reduced leave schedule, the employee is not required to provide a fitness for duty certification after each absence. However, if reasonable safety concerns exist regarding the employee's ability to perform his or her duties based on the serious health condition, the City may request a fitness for duty certification up to once each 30 days.

10. **Failure to comply.** Failure to comply -with these procedures may result in the delay or denial of FMLA leave or, as applicable, in the denial of your restoration to employment.

Pay and Benefits during FMLA leave:

Employees will only continue to accrue paid sick and vacation time to the extent that they are on paid leave. Employees will not accrue any additional vacation or paid sick time during a period of unpaid FMLA leave.

If an employee has been provided health/disability benefits, those benefits will continue throughout the leave on the same conditions as if the employee was continuously working. If an employee has been making a monetary contribution toward benefits, the employee must continue to make those employee payments as scheduled during the FMLA leave. The City will work out a method for the employee to pay his or her employee contribution. If the employee fails to pay his or her portion of the health benefits during FMLA leave, and payments are more than 30 days late, the employee's benefits are subject to cancellation following notice to the employee.

Regardless of your status during your FMLA leave, if you properly return from FMLA, your health insurance coverage will be reinstated with no waiting period, preexisting exclusions, or other medical examination. If the City pays any share of your premium during that FMLA leave, the City may recover that share.

The City may recover its share of insurance premiums during unpaid FMLA leave if the employee fails to return from the FMLA leave, unless the reason the employee fails to return to work is due to the continuation, recurrence, or onset of a serious health condition of the employee or employee's family or a serious injury or illness of a covered servicemember under the FMLA or other circumstances beyond the employee's control. During periods of unpaid leave (when paid leave is not running concurrently), matching contributions to savings and 401(k) plans will not be made because employee contributions are not being made.

Right to Reinstatement:

The general rule is that on proper return from FMLA leave, an employee is entitled to be returned to the same position or to an equivalent position with equivalent benefits, pay, and other terms and conditions of employment. However, the employee has no greater rights to reinstatement

or other benefits than if the employee had been continuously employed during the FMLA leave period.

Failure to Return from Leave:

If an employee fails to return to work on the agreed-upon return date, the employee will be considered to have voluntarily resigned from employment. If you need an extension of an agreed-upon return date, you should provide a written request to the Human Resources Department as soon as you become aware that you will be unable to return as scheduled.

Employees who do not return are also responsible for the entire cost of their benefit package* for the length of the leave (except that portion covered by vacation or disability leave), unless the failure to return is caused by circumstances beyond the employee's control. See the above regarding "Health Insurance during FMLA Leave" for a discussion of the impact a failure to return from leave may impact your benefits.

*In other words, the employee will start paying for their medical benefits and if payments are not made or are more than 30 days late, benefits may be terminated.

Key Employee Exception:

Under certain circumstances where restoration to employment will cause substantial and grievous economic injury to the operation of the City, the City may refuse to reinstate certain highly paid "key" employees after an FMLA leave. A "key" employee is a salaried eligible employee who is among the highest paid ten percent (10%) of employees. The City will notify an employee of his or her status as a "key" employee in response to the employee's notice of intent to take an FMLA leave. The City will notify the employee as soon as the City determines that it will deny job restoration and explain the reasons for the decision.

CHAPTER 5 SAFETY

5.01 GENERAL POLICY

It is the policy of the City to provide an effective safety program for all employees. This is accomplished through a formal program of preventive safety measures, on-going safety education and the use of safety equipment on the job. Employees are expected to work safely, wear required safety equipment, observe all posted safety rules and regulations and keep their work areas neat and clean.

Safety manuals and safety directives are issued by the City and are to be followed by all employees. Employees are responsible for reading all safety manuals as well as any safety-related procedures or announcements posted in the workplace. Employees must comply with all such manuals, procedures or announcements.

5.02 REPORTING OF ON-THE-JOB OR WORK-RELATED INJURIES

All employees are responsible for immediately reporting on-the-job or work-related injuries, whether those injuries occur to the employee or a coworker. Employees must immediately report these injuries to a supervisor, even if the resulting injuries are minor. Injuries requiring immediate emergency care must be reported to a supervisor as soon as practicable.

Any employee involved in an accident while operating or riding in a City-owned machine or vehicle must notify the Police Department immediately and insist that all parties involved remain at the scene of the accident until Police Officers investigate.

CHAPTER 6 RULES OF CONDUCT

6.01 GENERAL CONDUCT

Dealing with the Public. City employees are expected to provide services to the citizens of McAlester in a courteous, impartial and efficient manner. Employees should be polite, courteous and fair. It is important that all employees present themselves in an acceptable manner and perform their duties in accordance with department policies and procedures. Should a problem arise that the employee cannot handle, the employee must contact his or her immediate supervisor as soon as practical. In addition, employees should immediately report any citizen confrontations to their supervisors.

Identification. All employees who, by job requirement, must work near or upon private property and are not wearing a uniform shirt shall wear a badge of identification attached to their clothing while on-duty. Badges shall be provided by the City and shall contain identification information as provided by the employee.

Personal Appearance. All employees are expected to dress appropriately and maintain the standard of personal grooming as required by their position and Department Supervisor. When uniformed shirts are provided they are to be worn and kept clean and neat. Employees should not wear or display obscene words, signs, pictures, or use obscene gestures. Any employee who does not meet the standards of this section will be required to take corrective action, which may include leaving the premises. Repeated violation will be cause for disciplinary action.

Bullying and Gossip Prohibited. No employee shall engage in or be a party to any malicious gossip, bullying or other similar activity, which disrupts his or her department morale or brings discredit to his or her department or the City of McAlester.

6.02 WORK RULES

It is the policy of the City of McAlester that certain rules and regulations regarding employee behavior are necessary for the efficient operation of the City and for the benefit and safety of all employees. To ensure orderly operations and provide the best possible work environment, the City expects employees to follow rules of conduct that will protect the interests and safety of all employees and the organization. Conduct that interferes with operations, discredits the City, or is offensive to customers or fellow employees will not be tolerated. Violation of these rules may result in disciplinary action, up to and including termination of employment.

It is not possible to list all the forms of behavior that are considered unacceptable in the workplace. The following are examples of infractions of rules of conduct that may result in disciplinary action, up to and including termination of employment:

- Theft or inappropriate removal or possession of property – from the city or coworkers;
- Working under the influence of alcohol or illegal drugs;

- Possession, distribution, sale, transfer, or use of alcohol or illegal drugs in the workplace, while on duty, or while operating employer-owned vehicles or equipment;
- Fighting or threatening violence while on-the-job or in the workplace;
- Treating all customers, visitors, and fellow employees in a courteous manner;
- Insubordination or other disrespectful conduct;
- Violation of safety or health rules;
- Possession of dangerous or unauthorized materials, such as explosives or firearms, in the workplace;
- Excessive absenteeism or any absences without notice;
- Failure to report to work punctually as scheduled and being at the proper workstation, ready for work, at the assigned starting time;
- Failure to give proper advance notice whenever unable to work or report to work on time;
- Unsatisfactory performance or conduct;
- Accepting bribes, special favors, or gifts for consideration of special favors, treatment or business;
- False statements on job applications – falsifying records;
- Gambling while on the job;
- "Horseplay" of any kind;
- Making any false statement or report in regard to any interview, certificate, or appointment, or in any manner committing or attempting to commit any fraud preventing the impartial execution of the Personnel Rules;
- Giving, rendering, or paying (either directly or indirectly) any money, service, or other valuable thing to any person for, or on account of, or in connection with, his appointment, proposed appointment, promotion, or proposed promotion, by any person seeking appointment to or promotion in, the City service.
- Failure to report to management suspicious, unethical or illegal conduct by fellow employees, customers or suppliers.

6.03 USE OF CITY VEHICLES

Vehicles owned, leased or operated by the City are to be used for official City business only. Personal use is strictly prohibited.

Only the following City departments and division personnel are authorized to have City vehicles at their residence on an as-needed basis:

City Manager Assistant
City Manager
Community Development &
Economic Development Director
Community Services Director
Public Works Director

City Engineer
Police Chief
Police
Fire Chief
Personnel on-call or special assignment

Division Directors, Foremen, Crew Chiefs and other employees (other than those on an authorized list) must obtain approval of their Department Heads prior to driving a vehicle home.

Only City employees, officers, or officials shall drive City vehicles.

In most cases, only City employees, officers, or officials shall ride in City vehicles. The functions of certain departments and divisions may require that non-City employees, officers or officials ride in City vehicles. Those departments that occasionally or frequently carry non-City employees are directed to contact the City Manager's office as soon as possible to assure that said use is generally permissible, and are also cautioned to carry non-City employees only when necessary and upon Department Head or City Manager approval. All others whose functions do not require such use shall refrain from it to assure minimum City liability.

The use of cellular phones or other similar communicative devices while operating City vehicles or equipment is strictly prohibited.

6.04 TOBACCO USE

The City of McAlester has elected, for the health of its employees and the public they serve, to be tobacco-free in all City owned buildings and vehicles/equipment; and on outdoor City property during public events.

The City of McAlester is a tobacco-free worksite. Use of tobacco in City buildings or in City vehicles or equipment is strictly prohibited.

For the purpose of this policy, "tobacco" includes cigarettes, cigars, pipes, chewing tobacco and snuff.

6.05 DRESS CODE

Employees shall maintain a neat, clean, pressed and well-groomed appearance, including clothing that fits properly.

This dress policy applies to all employees of the City including full-time, part-time, probationary, temporary, seasonal, uniformed, and non-uniformed personnel. This policy is not designed to conflict with established uniform or safety codes of individual departments. Temporary exceptions may be granted by department heads.

Tattoos. Tattoos are not appropriate for office attire. Tattoos must be covered up during working hours.

Facial Jewelry. No facial jewelry may be worn by employees while they are on duty. Facial jewelry is defined as jewelry that is worn on the face: nose, eyebrows, eyelids, lips, tongue, etc. This policy does not prevent the wearing of jewelry on the ears, neck, or hands while on duty unless restricted by departmental policy.

Personal Hygiene. All employees should be aware that it is necessary to include daily bathing, the use of deodorant, and the practice of good dental hygiene in their personal hygiene habits in order to maintain a good professional appearance and non-offensive work environment.

Uniforms. City purchased uniforms (shirts, jeans, and safety footwear) are mandatory for specific department crews. Uniforms are the property of the City and all employees are responsible for proper care and use. Employees are required to keep uniform articles clean and in good repair. No part of a City issued uniform shall be worn for off-duty attire (including boots) unless allowed by a department policy. Any employee, who fails to return City uniforms, or willfully damages or destroys any part of a City issued uniform, must reimburse the City for those items retained, damaged or destroyed.

Steel-toed Boots/Shoes. Steel-toed boots/shoes will be purchased for employees. Employees shall be provided a maximum dollar amount determined by the City Manager for this purchase. Any additional amounts shall be paid by the employee to the vendor at the time of purchase. If an employee resigns or is terminated before the completion of probation, the employee shall reimburse the City for the boots through a payroll deduction on his or her final paycheck.

PROFESSIONAL BUSINESS DRESS CODE

CLOTHING	
ALLOWED	NOT ALLOWED
Suits	Athletic attire
Dresses	Jeans
Neckties	Workout clothes
Scarves	Dresses shorter than 2" above the knee
Dress slacks	Low-cut, backless, strapless dresses or tops
Khakis	Sweatpants
Dress denim	Skirts or skorts shorter than 2" above the knee
Skirts	Denim cutoffs
Knee-length dress shorts	Sweatshirts and sweatpants
Dress skorts	T-shirts
City logo shirts, sweaters, sweatshirts and t-shirts	Tank Tops
Sports shirts	Sleeveless clothing of any type
Polo shirts	Midriff baring tops
Blouses	See-through tops
Blazers	Fishnet
Sports coats	Ripped, torn stockings
Stockings, hose, tights and socks	

FOOTWEAR	
ALLOWED	NOT ALLOWED
Dress Shoes	Tennis or athletic shoes
Heels	Rubber flip-flops
Flats	Beach or water shoes
Loafers	
Clogs	
Dress Sandals	
Boots	
Medically prescribed orthopedic footwear	

**CASUAL DAY PROFESSIONAL BUSINESS DRESS ATTIRE
(FRIDAYS ONLY)**

CLOTHING	
ALLOWED	NOT ALLOWED
Nice pressed, dark, denim jeans that skim the body	Skin-tight or skinny jeans
Polo type shirts	Sweatshirts with artwork, slogans, advertisement or logos
City logo shirts	
Plain sweatshirts	
T-shirts	
High school & college team shirts	
High school & college team sweatshirts	
City sponsored benefit or fundraiser shirts (example: Firefighter Breast Cancer Awareness t-shirts)	
All allowed clothing listed in the Professional Business Dress Code	

FOOTWEAR	
ALLOWED	NOT ALLOWED
Tennis or athletic shoes	Flip-flop or rubber type sandals
Casual sandals	
All allowed footwear listed in the Professional Business Dress Code	

Enforcement. In all cases, the City Manager will make the determination as to acceptable dress, appearance and grooming. Employees should direct questions about appropriate appearance or dress to their supervisors, Department Heads, or the Human Resources Department.

Employees in violation of this policy may be sent home. Non-exempt employees will not be paid for work time missed, and exempt employees will be required to make up the work time missed. Employees whose grooming or personal appearance violates this policy may be disciplined, up to and including termination of employment.

6.06 PROHIBITION AGAINST DRUG AND ALCOHOL USE

The following rules represent the City of McAlester's policy concerning substance abuse. They will be enforced uniformly with respect to all employees.

It is the policy of the City to absolutely prohibit the use, possession, sale, transportation, or working under the influence of alcoholic beverages or drugs while on City business or premises as a condition of employment. The use, possession, concealment, manufacture, distribution, dispensation, promotion, purchase or sale of alcohol or illegal drugs by an applicant or employee while on City properties, while operating equipment or vehicles owned, leased or operated by

the City, or while otherwise performing work on behalf of the City is strictly prohibited. No individual shall report for work or remain on duty while in possession of, while affected by, or with the presence in his or her system of any amount of alcohol or drugs. Any employee taking prescription or non-prescription drugs which may impair his or her ability to perform job duties must inform his or her supervisor of the medication, dosage and/or effects.

Employees who violate this policy will be subject to immediate disciplinary action up to and including termination.

Employees, their possessions and City-issued equipment and containers under their control are subject to search and surveillance at all times while on City premises or while conducting City business. Employees subject to the federal Drug-Free Workplace Act who are convicted of any criminal drug violation occurring in the work place must report such a conviction to the Human Resource Department within five (5) days, and the Human Resource Department is then to take appropriate action as required by law.

No employee shall report for duty within four (4) hours after using alcohol or remain on duty while having an alcohol concentration of 0.04 or greater; and no supervisor shall permit any employee to perform any work duties if the supervisor is aware the employee has an alcohol concentration of 0.04 or greater.

No employee shall report for duty, drive a City-owned vehicle or remain on duty when the employee uses any controlled substance, except when the use is pursuant to the instructions of a physician and/or when the physician has advised an employee the substance will not adversely affect his ability to drive a vehicle or perform his duties. No supervisor, having knowledge that an employee has used a controlled substance, shall permit an employee to be on duty.

Employees who are experiencing work-related or personal problems resulting from drug, narcotic, or alcohol abuse or dependency may request, or be required to seek counseling help. City-sponsored or required counseling should be kept confidential and should not have any influence on performance appraisals. Performance appraisals will be based on performance alone and not the fact that an employee seeks counseling. (Drug and Alcohol policy will be a separate document. The master will be kept in the HR office.)

CHAPTER 7 GENERAL ADMINISTRATION

7.01 TELEPHONE USE

All telephones and/or cellular telephones owned and/or provided by the City, or located within the workplace, are the property of the City. **There is no guaranty of privacy with respect to the use of such telephones. Employees can have no expectation of privacy in their use of such telephones.**

All employees operating a city owned vehicle or equipment must pull over and/or stop machinery while talking on a cellular device. Emergency vehicles (police and fire only) responding to emergency calls are exempt from this policy. Failure to obey policy may result in disciplinary action, up to and including termination.

In order to keep City telephone lines open, employees should limit all personal incoming calls except those of an emergency nature. Except in the event of an emergency, outgoing personal calls should be made outside of scheduled working hours. Any personal call is limited to five (5) minutes. Excessive personal use of telephones during work hours can interfere with employee productivity, impact customer service, and can be a distraction to others. Excessive personal telephone usage may result in disciplinary action, up to and including termination.

The City is subject to the Oklahoma Open Records Act, and employee communications via telephone and/or cellular telephone may at times be subject to public disclosure.

7.02 ELECTRONIC COMMUNICATIONS SYSTEMS POLICY

Electronic Communications Systems. The City owns, provides and/or maintains various electronic and communications systems, agents and facilities for use by employees performing job duties on behalf of the City, including without limitation: internal and external email, telephone voice mail, facsimile devices, cell phones, office phones, copiers, printers, internet access, and computer hardware and software (“Electronic Communications Systems”). Employees utilizing these Electronic Communications Systems must adhere to this Policy. All Electronic Communications Systems and all communications and information transmitted by, received from, or stored in those Systems are the property of the City.

Use of Electronic Communications Systems. The Electronic Communications Systems are intended to be used only in connection with the provision of services or employment on behalf of the City. Employees must not use these Systems in a manner that exposes the City to risk of virus attacks, compromise of networks, etc. All software installations and removals must be authorized in advance by the City.

Prohibited Use of Electronic Communications Systems. The use of Electronic Communications Systems for private purposes is strictly prohibited. Employees using Electronic Communications Systems for personal purposes do so at their own risk. Employees may not use these Systems to engage in conduct prohibited under these Personnel Policies. Employees may not use these Systems to download, copy, send protected or confidential information to unauthorized internal

or external resources or individuals. Non-exempt employees are strictly prohibited from working on City projects or accessing Electronic Communication Systems during unauthorized work periods. Employees are not permitted to use a code, access a file, or retrieve any stored communication unless authorized to do so or unless they have received prior clearance from the City Manager or their Department Head. All pass codes are the property of the City. No employee may use a pass code or voice-mail access code that has not been issued to that employee or that is unknown to the City.

No Expectation of Privacy. Employees can have no expectation of privacy in their use of Electronic Communications Systems. The City reserves the right to monitor, without further notice, the use of such Systems, including without limitation, monitoring of any data or information created, sent, received or stored on Electronic Communication Systems. The City reserves the right to review, audit, intercept, access, disclose, delete, and purge all messages or content created, received or sent over its Electronic Communications Systems. The City may store such data or information for a period of time after its creation. **There is no guarantee of privacy and should be no expectation of privacy with regard to any such data or information.** In addition, the City is subject to the Oklahoma Open Records Act, and employee communications via Electronic Communications Systems may at times be subject to public disclosure.

Employees who violate this policy are subject to disciplinary action, up to and including termination.

7.03 SOCIAL MEDIA POLICY

For the purpose of this Policy, “Social Media” includes all methods or means of communicating or posting information or content of any sort on the Internet, including to your own or someone else’s web log or blog, journal or diary, personal web site, social networking web site, web bulletin board or a chat room, as well as any other form of electronic communication.

As noted in the Electronic Communications Systems Policy, the City owns, provides and/or maintains the hardware, software, computer applications, telephones, fax machines, company-provided cell phones, etc. that make available Internet, facsimile, email and text messaging services, and reserves the right to monitor the use of such Systems, including but not limited to Social Media activities.

Use of Social Media. Employees should not engage in any personal Social Media activities of any kind during work time or on equipment provided by the City, unless those activities are work-related and authorized by a supervisor. Do not use City email addresses to register on social networks, blogs or other online tools utilized for personal use. All City employees engaging in Social Media activities must observe the following rules:

- Do not utilize Social Media to engage in conduct prohibited under these Personnel Policies.
- Express only your personal opinions. Never represent yourself as a spokesperson for the City. If the City is a subject of the content you are creating, you must disclose that you are a City employee, that your views do not represent those of the City, and that you are

not speaking on behalf of the City. You should include a disclaimer such as “The postings on this site are my own and do not necessarily reflect the views of the City.”

- Do not post information that you know to be false about the City, its officials, employees or customers. If you learn that a previous posting was false, correct it immediately.

Failure to adhere to these policies while engaging in Social Media activities may result in disciplinary action up to and including termination.

CHAPTER 8 DISCIPLINARY ACTION AND TERMINATION

8.01 PROGRESSIVE DISCIPLINE

Generally, the City provides for progressive discipline. However, the discipline awarded in a given situation will be determined by the City, in its sole discretion, taking into account the facts and circumstances of each case. Discipline awarded may include:

1. Written Reprimands.
2. Probation.
3. Suspension.
4. Demotion.
5. Termination.

Discipline may progress from any of these forms to another or to termination, depending on the circumstances and the offenses. At times it may be appropriate to skip all or any of these levels of discipline depending on the seriousness of the offense. The City reserves the right to award any level of discipline, including termination, for any offense, including a first offense.

8.02 DISCIPLINARY PROCEDURES

The City is committed to affording employees faced with potential disciplinary action an opportunity to present evidence in his or her defense.

Application. These Disciplinary Procedures apply when a member of the Classified Service is (1) laid off, (2) suspended without pay for more than ten (10) days, (3) demoted, or (4) removed after a probationary period of six (6) months.

Notice. The City will provide notice to an employee of potential disciplinary action, including the reasons for the proposed disciplinary action.

Pre-Action Hearing. After the employee receives notice, the employee will have an opportunity to participate in a Pre-Action Hearing. The employee will be given time to prepare for this Hearing, generally 24 to 48 hours. Additional time may be granted if conditions warrant.

The employee may be represented by counsel during this Pre-Action Hearing. The Department Head will give the employee full and complete notice of the charges against him, either orally or in writing, including an explanation of the basis or bases for any discipline. The Director will also identify possible disciplinary actions. The employee will be given an opportunity to respond to the charges and present evidence or information in response.

If the Department Head accepts the employee's explanation or evidence, no further action will be taken.

If the Department Head does not accept the employee's explanation or evidence, and the Department Head determines that disciplinary action should be taken against the employee, the employee may request a hearing before the Disciplinary Review Board. If the employee does not request hearing before the Disciplinary Review Board, the Department Head shall proceed to the disciplinary hearing phase.

Disciplinary Hearing. The Disciplinary Review Board shall be composed of three (3) Department Heads appointed by the City Manager. The appointments will be made for each case and will be Department Heads not directly involved with the incident(s).

The Department Head proposing discipline will present the evidence and reasons for the proposed action. The proposed discipline will also be indicated.

The employee will be given the opportunity to present his side of the incident, question any witness, and present his witnesses and any evidence he may have to support his side of the incident.

The Disciplinary Review Board shall review the incident(s) and proposed action and report, in writing, their conclusions to the charging Department Head.

Disciplinary Action. The Department Head will consider all of the evidence, the employee's response and the Disciplinary Review Board's recommendations prior to making his final determination concerning any action to be taken. The disciplinary action will be forwarded to the City Manager for his consideration, along with any evidence and the Disciplinary Review Board's recommendation.

The City Manager will review the information submitted and will then confirm, modify or rescind the proposed disciplinary action and provide notice to the employee.

If disciplinary action is taken, the employee shall be advised that he or she has a right to a Post-Action Hearing. The employee must request a Post-Action Hearing in writing within ten (10) days after receipt of notice regarding discipline. The employee must file an appeal with the secretary of the Personnel Board or with the city clerk for transmittal to the Personnel Board. The McAlester Personnel Board will conduct the Post-Action Hearing.

Post-Action Hearing. The Personnel Board will conduct requested appeal hearings as provided for in the City Charter and by procedures as determined by the Personnel Board. The employee may be represented by counsel during this Post-Action Hearing.

The employee should be given sufficient time to prepare for the Post-Action Hearing, generally ten (10) calendar days. More time may be granted if the issue is complex.

CHAPTER IX APPEALS

9.01 GRIEVANCES

It is the policy of the City of McAlester that employee grievances be adjusted promptly and fairly. An employee who believes he has received inequitable treatment because of some condition of employment or a disputed interpretation of policy may file a grievance with his immediate supervisor. (Grievances under this chapter do not include those arising out of any disciplinary action. The Disciplinary Procedures set forth in Section 8.02 will accommodate those actions.)

A grievance must be made within fifteen (15) working days of an occurrence and filed in accordance with the following steps:

1. The employee must submit the grievance orally to his immediate supervisor. (If the grievance is against the immediate supervisor, the employee may submit the grievance to the Human Resource Department.) The supervisor shall attempt to resolve the complaint fairly and respond to the employee within three (3) working days.
2. An employee wishing to appeal the decision made by his supervisor must submit said appeal to his Department Head within five (5) working days of the immediate supervisor's decision. The appeal must be in writing and shall state, a) the original grievance; b) who is affected; c) the reason for appeal; d) any appropriate dates; e) which specific section of the Personnel Policies has been violated; f) what adjustment is requested.

The Department Head may meet with the employee and others as may be needed before rendering his decision. The Department Head will within ten (10) working days respond to the employee, in writing. The Department Head will make a written report of his decision.

3. Should the grievance not be satisfied at this point, the employee may submit the complaint, in writing, to the City Manager within five (5) working days of the Department Head's decision. The written appeal shall contain all information as required in the written statement to the Department Head. The employee will also attach a copy of the Department Head's response. The City Manager will provide a written response within five (5) working days. **The decision of the City Manager will be the final action.**

CHAPTER X UNCLASSIFIED SERVICE

10.01 REDUCTION IN UNCLASSIFIED SERVICE POSITIONS

Reductions in Unclassified Service positions will be made during preparation of the coming year's budget and not later than forty-five (45) days after the start of the new budget year. Reduction of Unclassified Service positions funded totally or in part by state or federal funds may be made upon termination of funding source. All employees in this category will be notified of funding termination as soon as the City Manager's office is notified and less than forty-five (45) days before reduction.

10.02 RESIGNATION OF UNCLASSIFIED SERVICE PERSONNEL

Any employee wishing to leave the Unclassified Service in good standing shall file with the City Manager, at least two (2) weeks before leaving, a written resignation stating the date the resignation is to become effective.

10.03 DISCIPLINARY ACTION OF UNCLASSIFIED SERVICE EMPLOYEE

The City Manager may take the following disciplinary action for inadequate performance of assigned duties or for other good cause, which may be detrimental or embarrassing to the Municipal Government:

- Demotion to a Classified position:
- Suspension without pay for a period not to exceed thirty (30) days in any one calendar year; or;
- Termination.

In all cases, the City Manager shall furnish the employee with a written statement of the reason(s) for the action. The employee may exercise the right of appearing before an Unclassified Review Committee. The employee must file written notice to the City Manager within five (5) days of the effective date of the action. The Review Committee shall consist of three (3) members from the Senior Staff (Senior Staff consisting of the City Treasurer, City Clerk, Fire Chief, Police Chief, Community Services Director, Assistant City Manager, and City Engineer. The Manager shall select one (1) member, the employee shall select one (1) member, and these two (2) will select the third member. The Committee will review the case and make a recommendation to the City Manager (with copy to employee) who has the final decision.

If the Unclassified Service employee does not agree with the City Manager's final decision and/or the Unclassified Review Committee's recommendation, the employee may appeal to the Personnel Board by filing his written appeal within fifteen (15) days of the Manager's final decision of Unclassified Review Committee's report.

The Personnel Board will follow established procedures and submit its recommendations of appropriate action to the City Manager.

RECEIPT AND ACKNOWLEDGEMENT

I acknowledge that I have received a copy of the City's Personnel Policies. I understand that it is my responsibility to read, review and follow these Policies. I further understand that, if, at any time, I have questions regarding these Policies, I should direct them to my supervisor, Department Head or the Human Resources Department.

I understand and agree that these Policies do not form a contract of employment with the City, and are not a guarantee by the City of the conditions and benefits described. I further understand that my employment with the City is at-will, and that the City may terminate my employment at any time, for any reason, with or without cause, subject to the provisions set forth in these Personnel Policies.

I understand and agree that the City may, at any time, with or without cause or notice, modify, supplement or delete any of these Personnel Policies.

Employee's Printed Name

Position

Employee's Signature

Date

City Manager Report to the Council

February 25, 2014

Business:

- The City has received final sales tax numbers for the period December 16, 2013 through January 15, 2014. The sales tax received from the Oklahoma Tax Commission is \$1.152M. The budgeted number for this period is \$1.135M or \$17K over budget. Water sales have been compiled for the month of January. Water sales, district water sales and sewer sales collected for the month is \$496.0K as compared to the budget of \$470.6K or \$25.4K over budget. These sales have not been seasonally adjusted and will continue to decrease during the winter months. Oil and gas leases and royalties remain strong with \$644.6K collected as compared to \$574.6 budgeted, or \$70.0K over budget year to date. Overall, the City continues to remain in a stabilized position for the budget year.

Planning & Community Development:

- Report Attached, Exhibit "A"
- A re-model permit has been issued to Billy Sims Barbecue. They will be re-modeling the former Quizno's Sandwich Shop located in the Staples Shopping Center. They anticipate the facility will be opening in March 2014.

Personnel Services:

- Report Attached, Exhibit "B"

Grants Department:

- Report Attached, Exhibit "C"

Tourism Department:

- Report Attached, Exhibit "D"

Police Department:

- Report Attached, Exhibit “E”
- Contract Negotiations for 2014-2015 set for March 5, 2014.
- One (1) Police vehicle (AWD Explorer) delivered to city. Two (2) vehicles on order with delivery anticipated in March 2014.

Fire Department:

- Report Attached, Exhibit “F”
- Contract Negotiations for 2014-2015, dates have been sent to IAFF. Waiting for their response and availability.
- Grievance – January 16, 2014, Captain Rick beams Leave. Staff met with Mr. Beams and Mike Caniglia, President IAFF to discuss the merits of the grievance on February 20, 2014. A difference of opinion in the interpretation of injury leave and workman compensation exists. Staff was not able to reach agreement and the grievance will be set for arbitration in the future.

Public Works Department:

- Report Attached, Exhibit “G”
- **CIP #1:** The 17th. St. reconstruction project will begin on January 27, 2014. Staff will be receiving the construction schedule from Austin Paving the week of January 20, 2014 and will be reported to the Council with updates. This project has a construction time of 150 days from the contract start date.
- **CIP #2:** January 14, 2014: Professional Services agreement signed with Poe & Associates.

Community Services Department:

- The tot playground area at Chadick Park is nearing completion. Personnel will be able to pour a concrete walkway around the area this week. This will allow the wood chips to be installed and the tot area to be open to the public.

Finance Department:

- Report Attached, Exhibit “H”

Water Break Adjustments:

- Lowe, work performed by Humphrey’s Plumbing: \$20.44

Upcoming Events:

- Southeast Hunting & Fishing Expo: March 5 – 9, 2014
- Choctaw Pow Wow: March 15, 2014
- Junk Hippy road Show: March 21 – 23, 2014
- Gathering of the Tribes Pow Wow: April 25 – 27, 2014
- Regional Wildlife Conference: June 23 – 24, 2014
- Bass Masters Tournament: June 2014
- Charity Bicycle Ride (Fall 2014)

Meetings Attended:

- MRHC Board Meeting

Community & Economic Development Department
January 2014 Activity Report

Leroy Alsup, Community & Economic Development Director

Major Items in January 2014:

- ▶ Leroy/Kirk- Prepared RFP response to ODOC Project Orion-
 - Interested in a site for a research & development facility and subsequently a commercial (manufacturing) operation to produce a “nonwoven” material to be utilized in consumer products.
 - Job Projections FY Ending December 31

2015	2016	2017	2018
120	267	268	275
 - Payroll projected average annual wage \$32,250 across all jobs functions.
- ▶ Leroy/Staff- Friday, January 3rd Bid Opening for Building Demolition and Site Clearance Services for 6 Dilapidated Structures
 - Issued Special Building Demolition and Site Clearance Permit to private land owner, Mr. Conny Geneva for 341 W. Harrison
 - Executed Contract (\$21,450) with Henry Moss and Issued Notice to proceed on other 5 structures
 - One Dilapidated Structure yet to be demolished, weather delayed
- ▶ Leroy/Jennifer- Calvary Baptist Church at 429 S. 9th Street - V.E. Case #145- Requesting the closing of all of the alley in Block 472 (Scheduled for February 18th Planning Commission Meeting)
 - Mailed Written Notice to Utility Franchises/ PD/ FD on V.E. Case #145
 - Mail Written Notice to all owners of property within 300 Ft. on V.E. Case #145
 - Published Public Notice in the Newspaper on V.E. Case #145
- ▶ Tuesday, January 14th City Council Meeting Items
 - Rezoning Ordinance for MRHC Dialysis Center- 1200 Block of E. Monroe
 - City’s response to Carl Voss, President, ARM, Inc.(USDA Bldg at 3101 Elks) notice of “Transfer of Business Interest to a Third Party” to City on December 20, 2013
- ▶ Leroy/Kirk- Researched and prepared Affordable Housing Report per City Council Request
- ▶ Submitted invoice to ODOC for 2013 Oklahoma Strategic Military Planning Commission Incentive Funds in the amount of \$260,000. Funds Received.
- ▶ Leroy/Staff reviewed expired June 13, 2012 Horvath Communications Telecommunications Facility Building Permit- West side of 2425 N Main Street between E Park Ave/E Mill
 - Sent details of permit deficiencies to Horvath Communications on January 22nd

Activity/Meeting Details

- ▶ Friday, January 3rd - MDSA Lunch with U.S. Sen. Jim Inhofe

- ▶ Tuesday, January 7th - Meeting on Livability McAlester Magazine Ads (1 & 1/2 Pages) at Kiamichi Tech with Cory Richards, Kirk Ridenour, Kathy Walls & Tanaye Harvanek
- ▶ Thursday, January 9th
 - Mandatory Customer Service Training (Pam Spinks- OMAG)
 - Mtg with Henry Moss to resolve Worker's Compensation Insurance issue on Bldg Demolition & Site Clearance Contract
 - Meeting with Kirk Ridenour to review ED Website Progress
 - Attended Pride in McAlester Organization Meeting
- ▶ Tuesday, January 14th - Attended McAlester Foundation Board Quarterly Meeting
- ▶ Wednesday, January 15th – Attended McAlester Chamber Board Meeting
- ▶ Thursday, January 16th – Attended Prayer Breakfast for City Leaders- Sponsored by the McAlester United Minister's Fellowship
- ▶ Friday, January 17th – Leroy/Kirk meeting with Harve Taylor owner of the shopping area at Wade Watts & Hwy 69 Service Road to discuss ODOT Hwy 69 Plans
- ▶ Thursday, January 23rd
 - Attended McAlester Local Leader's Lunch
 - Mtg with Ginny Webb, Main Street to talk about Main Street Program, their business incubator plan, multi-use zoning, and some real estate that may be coming available downtown
- ▶ Monday, January 27th- Leroy/Kirk attended tourism meeting with McAlester Hotels per request of Kathy Wall
- ▶ Tuesday, January 28th- Leroy/Kirk met with John Spurlock of WorkForce OK to discuss training programs, reports and labor statistics their office could provide
- ▶ Wednesday, January 29th- Attended EOSC Julian Rothbaum Lectureship Series in Wilburton - "What's the big deal about water in Oklahoma?"
- ▶ Thursday, January 30th
 - Attended Mandatory Quarterly Employee Meetings- Provided Activity Report for Dept.
 - Leroy/Kirk met with PSO representatives in McAlester
- ▶ Friday, January 31st – Attended MDSA/Chamber Lunch with Congressman Bridenstine

Kirk Ridenour – Planning and Economic Development

January 2014 Activity Report

- (1/6) Contacted Nancy Jackson about the Oklahoma Small Business Development Center Business Start-up Guide. Intending to include guide with McAlester's Small Business Program. She requested a future meeting.
- (1/7) Met with Cory Richards, Kathy Wall, and Tanaye to discuss ad design for Livability Ads. Cory Richards given lead on ad design. Repeated contact attempted.
- (1/7) Conference call with Jeff Denny over website design, CMS, and adding content to the site
 - Continued contact throughout month. Collected and sent pictures for website.
 - Provided direction on implementation of site selection map and regional maps
- (1/13) Energy Pioneer Follow up: They found an office in Krebs
- Assisted local residents with business related activities
 - Helped Tamara Roberts in finding a new tumbling building
 - Helped Nickollas White with necessary business licenses and permits
- (1/17) Meeting with Harvey Taylor about his development projects in McAlester. He was interested in meeting with ODOT when the meeting was scheduled.
- (1/22) Began initial contact with Sherman Chamber of Commerce over potential meeting to discuss highway project, complications, and solutions. Eddie Brown, the Chamber president, forwarded my request to other community leaders.
 - Follow up: (1/28) I have contacted Scott Connell with Sherman Economic Development Corporation. We spoke over the phone. Sherman is not a good candidate to visit. He suggested we visit with McKinney or Plano, but initial analysis suggests they are not good candidates either.
- (1/23) Responded to RFP for Project Orion, a nonwoven manufacturing company. Contacted multiple entities for information regarding site specifications.
 - PSO
 - Centerpoint Energy
 - County Treasurer
- (1/27) Hotel Meeting with Kathy Wall and local hotel developers. Introductions made.
- (1/28) Met with Workforce Oklahoma Manager to discuss Workforce Oklahoma support activities and labor market information.
- (1/30) Met with Frank Phillips (PSO) to discuss the McAlester electrical infrastructure and capacity and to coordinate future cooperate between CED and PSO

- Site Ready (certification) process restarted
 - Enercon: May not be necessary to wait until May. Environmental Site Assessment may have not been completed originally. Plan on meeting with them on (2/12)
 - Oklahoma Department of Commerce has not received any application.
- Researched and prepared material for Affordable Housing Report to be presented to the Council on (2/11)

**City of McAlester- Community & Economic Development Department
Building Permit Monthly Activity Report- January 2014**

2014 McAlester Building Permit Log										Prior Year Comparison	Prior Year Comparison
	Commercial			Residential			Storage	2014		2013	2012
	New	Alteration	Addition	New	Alteration	Addition	Building	Demolition	Totals	Totals	Totals
JANUARY											
Permits	2	2		7		3	1	5	20	7	8
Value	\$432,564	\$22,411		\$733,460		\$40,300	\$96,000	\$21,450	\$1,346,185	\$500,652	\$3,300,475
Fees	\$3,914	\$360		\$6,629		\$90	\$340	\$150	\$11,483	\$3,530	\$17,519
FEBRUARY											
Permits									0	6	7
Value									\$0	\$1,078,060	\$389,000
Fees									\$0	\$3,887	\$2,493
MARCH											
Permits									0	7	3
Value									\$0	\$648,900	\$1,898,300
Fees									\$0	\$5,815	\$6,258
APRIL											
Permits									0	6	7
Value									\$0	\$1,761,300	\$648,000
Fees									\$0	\$7,152	\$3,031
MAY											
Permits									0	9	13
Value									\$0	\$560,200	\$737,100
Fees									\$0	\$5,456	\$5,266
JUNE											
Permits									0	16	7
Value									\$0	\$3,373,450	\$851,000
Fees									\$0	\$3,576	\$4,302
JULY											
Permits									0	14	10
Value									\$0	\$949,000	\$1,630,650
Fees									\$0	\$6,717	\$7,919
AUGUST											
Permits									0	11	9
Value									\$0	\$377,955	\$1,802,900
Fees									\$0	\$3,250	\$7,551
SEPTEMBER											
Permits									0	7	3
Value									\$0	\$524,100	\$211,000
Fees									\$0	\$2,969	\$2,063
OCTOBER											
Permits									0	9	7
Value									\$0	\$ 2,257,000	\$ 457,500
Fees									\$0	\$ 5,305	\$ 3,167
NOVEMBER											
Permits									0	11	45
Value									\$0	\$1,059,579	\$3,817,060
Fees									\$0	\$6,175	\$36,660
DECEMBER											
Permits									0	3	7
Value									\$0	\$645,000	\$646,200
Fees									\$0	\$3,274	\$4,046
YEAR-TO-DATE											
Permits	2	2	0	7	0	3	1	5	20	106	126
Value	\$432,564	\$22,411	\$0	\$733,460	\$0	\$40,300	\$96,000	\$21,450	\$1,346,185	\$13,735,196	\$16,389,185
Fees	\$3,914	\$360	\$0	\$6,629	\$0	\$90	\$340	\$150	\$11,483	\$57,106	\$100,275

City of McAlester- Community & Economic Development Department
Code Violations Activity Report- January 2014

DATE	PROPERTY	NOTICE FILED	FOLLOW UP		COMMENTS
			DATE	Compliant	
01/02/2014	610 E. Short	Clean up	01/12/2014	Yes	Left notice on door
01/02/2014	45 E. Smith	Clean up	01/12/2014	No	Gave notice/Contacted Landlord
01/02/2014	121 E. Ashland	Clean up	01/12/2014	Yes	Gave notice to occupant
01/02/2014	2028 N. 15th	Clean up	01/12/2014	Yes	Left notice on door
01/02/2014	2020 N. 15th	Clean up	01/12/2014	No	Gave to occupant/Mailed to owner
01/02/2014	220 W. Kiowa	Clean up	01/12/2014	Yes	Left notice on door
01/03/2014	1309 E. Seminole	Clean up (brush)	01/13/2014	In Process	Mailed/Returned/Made contact w/owner
01/03/2014	518 E. Seminole	Clean up	01/13/2014	Yes	Mailed notice to owner
01/03/2014	514 E. Seminole	Clean up	01/13/2014	Yes	Mailed notice to owner/Final
01/03/2014	1001 S. 2nd	Clean up	01/13/2014	Yes	Mailed notice to occupant
01/03/2014	702 S. 2nd	Clean up	01/13/2014	Yes	Mailed notice to owner/Final
01/03/2014	2755 N. 7th	Clean up	01/13/2014	Yes	Mailed notice to occupant
01/03/2014	2024 N. 15th	Clean up	01/13/2014	No	Mailed notice to occupant
01/03/2014	2014 N. 15th	Clean up	01/13/2014	Yes	Mailed notice to owner
01/03/2014	514 W. Harrison	Clean up	01/13/2014	In Process	Mailed to owner/Will monitor
01/03/2014	1109 S. Elm	Clean up	01/13/2014	No	Mailed to owner/Returned/Resent
01/08/2014	1311 S. 5th	Clean up	01/18/2014	Yes	Left notice on door
01/08/2014	334 E. Monroe	Clean up	01/18/2014	Yes	Left notice on door
01/08/2014	3100 N. Robin	Clean up/Horses	01/22/2014	Yes	Gave notice to occupant
01/08/2014	717 N. 1st	Clean up	01/18/2014	Yes	Gave notice to occupant
01/08/2014	608 S. Strong	Clean up	01/18/2014	Yes	Gave notice to occupant
01/09/2014	529 S. 12th	Clean up (downed tree)	01/19/2014	In Process	Sent to Mortgage/going through process
01/09/2014	1117 S. 3rd	Clean up	01/19/2014	No	Mailed to owner/Sent Final
01/09/2014	304 W. Ashland	Clean up	01/19/2014	Yes	Mailed notice to occupant
01/09/2014	102 E. Monroe	Clean up	01/19/2014	Yes	Mailed notice to occupant
01/09/2014	33 E. Jefferson	Clean up	01/19/2014	Yes	Mailed notice to owner
01/09/2014	412 S. B	Clean up	01/19/2014	Yes	Mailed notice to owner
01/09/2014	9 W. Apache	Clean up	01/19/2014	Yes	Mailed notice to owner
01/09/2014	24 W. Apache	Clean up	01/19/2014	Yes	Mailed notice to owner
01/09/2014	701 S. Elm	Clean up	01/19/2014	In Process	Mailed/Scheduled bulk pick up
01/09/2014	909 S. Strong	Clean up	01/19/2014	Yes	Mailed notice to owner
01/16/2014	222 E. Morris	Can @ Curb		Yes	Left notice on door
01/16/2014	206 E. Morris	Can @ Curb		Yes	Left notice on door
01/16/2014	32 E. Morris	Can @ Curb		Yes	Gave notice to occupant
01/16/2014	701 W. Polk	Clean up/Vehicle (1)	01/31/2014		Left notice on door
01/16/2014	NE West/Tyler	Clean up	01/26/2014	In process	Left on door/Will monitor
01/16/2014	202 E. Tyler	Clean up	01/26/2014	No	Gave to occupant/Mailing Final
01/16/2014	510 E. Polk	Clean up	01/26/2014	Yes	Left notice on door
01/16/2014	1406 E. South	Clean up/Trailer	01/26/2014	Yes	Gave notice to occupant
01/22/2014	429 E. Smith	Clean up	02/01/2014		Left notice on door
01/22/2014	1017 N. Hickory	Clean up	02/01/2014		Gave notice to occupant
01/22/2014	342 W. Harrison	Clean up	02/01/2014		Left on door/Mailed to owner also
01/22/2014	836 N. Hickory	Clean up	02/01/2014		Gave notice to occupant
01/22/2014	730 S. 8th	Clean up	02/01/2014		Left notice on door
01/22/2014	224 W. Miami	Clean up	02/08/2014		Left notice on door
01/22/2014	621 E. Tennessee	Clean up	02/01/2014		Gave notice to owner
01/23/2014	702 E. Delaware	Clean up	02/02/2014		Mailed notice to owner
01/23/2014	1109 S. Elm	Clean up	02/02/2014		Mailed notice to owner
01/23/2014	2020 N. 15th	Clean up	02/02/2014		Mailed to owner/Ext. thru landfill
01/23/2014	222 W. Miami	Clean up	02/02/2014		Mailed notice to occupant & owner
01/23/2014	223 W. Miami	Clean up	02/02/2014		Mailed notice to occupant & owner
01/24/2014	1117 S. 3rd	Clean up	02/03/2014		Mailed final notice to owner
01/24/2014	309 W. Choctaw	Clean up	02/03/2013		Mailed notice to owner
01/29/2014	1307 E. Seminole	Clean up/Vehicle (1)	02/13/2014		Left notice on door
01/29/2014	1207 S. 8th	Clean up/Vehicle (1)	02/13/2014		Left notice on door
01/29/2014	NW 7th/South	Can @ Curb			Left notice on door
01/29/2014	805 E. Creek	Can @ Curb			Left notice on door
01/29/2014	407 E. Seminole	Clean up	02/08/2014		Left notice on door
01/29/2014	1812 S. 13th	Trailer	02/08/2014		Left notice on door
01/29/2014	1814 S. 13th	Clean up (old hot tub)	02/08/2014		Left notice on door
01/29/2014	825 N. 2nd	Clean up	02/08/2014		Left notice on door

**City of McAlester- Community & Economic Development Department
Code Violations Activity Report- January 2014**

DATE	PROPERTY	NOTICE FILED	FOLLOW UP		COMMENTS
			DATE	Compliant	
01/29/2014	609 N. 2nd	Clean up	02/08/2014		Left notice on door
01/29/2014	701 W. Madison	Clean up	02/08/2014		Gave notice to occupant
01/29/2014	1208 E. Comanche	Clean up	02/08/2014		Gave notice to occupant
01/30/2014	912 McArthur	Clean up	02/09/2014		Mailed notice to owner
01/30/2014	911 S. 10th	Clean up	02/09/2014		Mailed notice to owner
01/30/2014	202 E. Tyler	Clean up	02/09/2014		Mailed notice to owner & occupant
Summary					
Clean Up Violations: 61		Can at Curb: 5	Vehicles: 3		
High Grass Violations: 0		Sight Obstructions: 0	Total Violations: 72		
Trailer Violations: 2		Grass in Street: 0			
ROW Violations: 0		Animal Nuisance: 1			

Exhibit B

HEADCOUNT SUMMARY

As of January 31, 2014

DIVISION	DEPARTMENT	BUDGETED FULL-TIME 2013-2014	JANUARY 2014 ACTUAL FULL-TIME	OVER / UNDER BUDGET	BUDGETED PART-TIME 2013-2014	JANUARY 2014 ACTUAL PART-TIME	OVER / UNDER BUDGET	CHANGES	DECEMBER 2013 ACTUAL FULL-TIME	DECEMBER 2013 ACTUAL PART-TIME
CITY MANAGER	CITY MANAGER	3	3						3	0
TOURISM	CITY MANAGER	1	1		1	0	-1	1 P/T POSITION REMAINS OPEN	1	0
ECONOMIC DEVELOPMENT	CITY MANAGER	1	1		1	0	-1	1 P/T POSITION REMAINS OPEN	1	0
CITY COUNCIL	CITY COUNCIL				7	7				6
CITY CLERK	CITY COUNCIL	1	1		1	1			1	1
CODE ENFORCEMENT	P&CD	4	4		1	0	-1	1 P/T POSITION REMAINS OPEN	4	0
HUMAN RESOURCES	FINANCE	2	2		1	1			2	1
COURT/LEGAL	FINANCE	2	2		4	4			2	4
UTILITY OFFICE	FINANCE	7	7		1	2	1	1 P/T POSITION IS BEING USED TO COVER FOR F/T POSITION LEFT VACANT AT THE END OF THE MONTH	7	1
FINANCE	FINANCE	3	3		1	1			3	1
INFORMATION SERVICES	FINANCE	1	1						1	0
TOTAL		25	25	0	18	16	-2		25	14
POLICE	POLICE	36	35	-1				1 F/T POSITION OPEN	35	0
CID (DETECTIVES)	POLICE	8	7	-1				1 F/T POSITIONS REMAINS OPEN	7	0
ANIMAL CONTROL	POLICE	1	1						1	0
COMMUNICATIONS	POLICE	4	4						3	0
COMMUNICATIONS E911	E911	10	9	-1				1 F/T POSITION REMAINS OPEN	9	0
TOTAL		59	56	-3		0	0		55	
FIRE	FIRE	43	43						43	0
TOTAL		43	43	0					43	
PARKS	COMMUNITY SVC	11	11		2	0	-2	2 P/T POSITIONS REMAIN OPEN DUE TO SEASONAL EMPLOYEES	11	0
RECREATION	COMMUNITY SVC	2	2		13	4	-9	P/T POSITIONS REMAINS OPEN DUE TO SEASONAL EMPLOYEES	2	4
NUTRITION	COMMUNITY SVC	5	4	-1	7	7		1 F/T POSITION REMAINS OPEN	4	7
SWIMMING POOLS	COMMUNITY SVC				33	0	-33	P/T POSITIONS REMAINS OPEN DUE TO SEASONAL EMPLOYEES		0
CEMETERY	COMMUNITY SVC	5	5		1	0	-1	P/T POSITION REMAINS OPEN DUE TO SEASONAL EMPLOYEES	5	0
EXPO	COMMUNITY SVC	3	3		7	6	-1	1 P/T POSITION REMAINS OPEN	3	6
AIRPORT	COMMUNITY SVC	3	3						3	0
TOTAL		29	28	-1	63	17	-46		28	17

HEADCOUNT SUMMARY CONTINUED

As of January 31, 2014

DIVISION	DEPARTMENT	BUDGETED FULL-TIME 2013-2014	JANUARY 2014 ACTUAL FULL-TIME	OVER / UNDER BUDGET	BUDGETED PART-TIME 2013-2014	JANUARY 2014 ACTUAL PART-TIME	OVER / UNDER BUDGET	CHANGES	DECEMBER 2013 ACTUAL FULL-TIME	DECEMBER 2013 ACTUAL PART-TIME
ENGINEERING	PUBLIC WORKS	4	3	-1		1	1	1 F/T TIME POSITION OPEN, 1 P/T OVER BUDGET FOR TRAINING	4	0
FACILITIES MAINTENANCE	PUBLIC WORKS	3	3						3	0
FLEET MAINTENANCE	PUBLIC WORKS	5	5						5	0
STREETS	PUBLIC WORKS	13	12	-1				(D. VOGEL MADE INACTIVE IN SYSTEM) 1 F/T POSITION REMAINS OPEN	12	0
LANDFILL	PUBLIC WORKS	2	2						2	0
TOTAL		27	25	-2	0	1	1		26	0
WASTE WATER	UTILITIES	12	12						12	0
WATER TREATMENT	UTILITIES	7	6	-1				1 F/T POSITION REMAINS OPEN	6	0
UTILITY MAINT.	UTILITIES	8	7	-1				1 F/T POSITION REMAINS OPEN	7	0
TOTAL		27	25	-2					25	
GRAND TOTAL		210	202	-8	81	34	-47		202	31

Prepared by Joanne Bednarck, HR Assistant
Generated February 6, 2014

Grants Update January 31, 2014

1. LAND & WATER CONSERVATION FUND -\$91,750.00
.....Submitted PROPOSAL January 30, 2014 for Connelly Park SplashPad
2. CDBG SMALL CITIES 2013 -\$72,771.00
..... Out to bid, advertisements in newspaper.
..... Should be completed by end of March to apply for CDBG -SC
3. OK STATE PARKS - Oklahoma Tourism and Recreation Department . \$160,000.00
.....Award presentation scheduled for late January.
4. OK STATE DEPT OF HEALTH - Certified Healthy Communities\$92,000.00
..... ON HOLD until passing of appropriate Ordinances
2013 Grant Funds went to supplement Chadick Park Playground..... \$8,000.00
5. UNION PACIFIC RAILROAD FOUNDATION\$15,000.00
.....Out to Bid for SIGNS, BENCHES, BROCHURES
.....**trail dedication April 1, 2014**
6. CHOCTAW **TOBAKSI** VILLAGE Phase I will be completed by March 1, 2014
.....waiting for City to complete Chief's Mound
7. PROMISE ZONE DESIGNATION awarded to Choctaw Nation
...working with Dana McDaniel Bonham, Senior Director, Grants and Development
Choctaw Nation of Oklahoma to determine grants that are appropriate
partnerships for Choctaw Nation and City of McAlester
8. COMMUNITY POLICING - DATA COLLECTION
working with Dr Thomas and McAlester Police Dept to develop tracking system to
gather data to apply for Community Policing Grants first report completed
9. COMMUNITY POLICING - CRIME-FREE NEIGHBORHOODS.....
partnering with Norman OK working with Dr Thomas and McAlester Police Dept
to develop tracking system to gather data to apply for Community Policing Grants
10. COMMUNITY POLICING - CRIME-FREE RENTALS SINGLE FAMILY
working with local realtors to build model to make our rentals safe and in
compliance with codes/HUD standards
11. CHRISTMAS ON THE HILL November 29, 2014
First PLANNING MEETING January 10, 2014 - next meeting July 25, 2014
12. MCALESTER SAFE NEIGHBORHOODS PROGRAM
promoting Safe Neighborhood meetings throughout McAlester with McAlester
PD.
13. HIDTA designation - next meeting with Eufaula Chief of Police, McAlester PD,
Pittsburg County DA set for Thursday February 20, 2014.
14. **METLIFE FOUNDATION & LOCAL INITIATIVES SUPPORT CORPORATION**
2014 COMMUNITY-POLICE PARTNERSHIP AWARDS --- in progress due March 7,
2014

15. Victims of Crime Act (VOCA) Application for McAlester, City of
Offered By Oklahoma District Attorneys Council due March 7

16. OHSO Highway Safety Application FFY2015 for McAlester, City of
Offered By **Oklahoma Highway Safety Office due March 2, 2014**

Submitted by Pamela Kirby, Friday, January 31, 2014.

January 2014 / February 2014 Tourism Report
Kathy Wall

Projects:

Status:

Contacted
Hershey's Track & Field
National Games

Waiting on Reply

Helping Italian Festival
Committee with Advertising
And Entertainment

I am helping advertise
Also, looking for
entertainment, we meet again
Feb. 13th

I pursued SPAAMFAA 2015
(Fire Fighters National Convention)
To bring their convention to McAlester

Waiting on a
reply. This is a
seven day conference.
Expected to bring up
To \$400,000.00 in revenue.

(SOCIETY PRESERVATION APPRECIATION ANTIQUE MOTOR FIRE
APPARATUS AMERICA)

PBR/Prison Rodeo meetings

We are pursuing
the prison rodeo grounds. By
contacting our state leaders. To re-
establish a successful event

BASS NATION

BASS Nation sent out notification to
all Anglers Jan. 27th This seven day
event is expected to bring up to
\$312,270.00 in revenue.

I've contacted again,
Lena Bilbrey
With Bibrey Tours,
MvcKinzie With Sunrise Tours,
Patti Manville with Summit 55
Club, Barbra Siegel with Silver
Wheels and Travel Tours.

Still waiting on response.
Two Day bus tours.

Working with John
McKee with Foretravel Motorcade
Club/ called Oklahoma Ka-Pow
Event. They bring up to 50 RV's
To shop, tour and dine in McAlester.

John will be coming to
McAlester in February
This event will be a 3-5 days.

The Battle of Perryville

I am working with Eddie Gray and
Jerry Lynn, Brett Brewer and Mel to
meet the needs for the
Old Town Festival. This group
will set up camp on Expo grounds.

Wal-Mart Fish a thon for the
Children's Miracle Network

Working with our local Wal-Mart
to bring vendors and carnival rides
On May 31st to help with fund
Raiser for the Children's Hospital.

Family Fun Day

Working with other city employees
To hold a family fun day at Chadick
Park on May 3rd. All proceeds will go
to Hope House..

Discover the Dinosaurs

Going to Tulsa to meet touring
Manager to get on 2014 Tour in Dec.

Harlem Globe Trotters

Trying to get on 2015 Tour

Meetings with Rodney Briggs

We are in the process of rebuilding our
McAlester brochures and postcards.

Meetings with Amy Johns &
Rodney Briggs

Partnering with The McAlester News
Capitol and Briggs Printing on
developing a new McAlester Tourism
Guide.

Meetings with James Tannehill

We are planning a Open House in
April to get supporters for "Friends of
the Tannehill Museum"

Advertising with;

- Travel Ok (Free)
- Social Media (Free)
- Livability Magazine
- Kiamichi Country
- Travel Ok New 2014 Travel Guide

City of McAelster
Police Department
Monthly Report
January 2014

The following information is provided concerning statistics from the McAlester Police Department for January, 2014; a comparison to 2013 is provided:

Activity	2014	2013	+/-
Persons jailed:	178	98	+81%
Offense reports:	222	181	+23%
Crimes in Offense reports:	327	289	+13%
(Crimes of note)			
Assaults	23	22	
Burglaries	23	22	
DUI	12	5	
Drug violations	48	60	
Drunkenness	18	8	
Larceny	54	52	
Stolen Vehicle	12	4	
Vandalism	11	26	
Accidents:	53	27	+96%
(Icy streets probably contributed to the increase.)			
Communications Center Entries:	5227	5097	+3%
Officer Affidavits prepared:	109	81	+35%
Citations issued:	1038	860	+21%
Miles driven by MPD:	44,000+		

The community service officer program continues to move forward with training scheduled in Norman, Oklahoma in February, 2014.


 Gary Wansick
 Chief of Police

McAlester Fire Department Monthly Activity Report				
Jan	2013	2014	YTD	% INCREASE/DECREASE
Structure Fires	2	2	2	0%
All Other Fires	9	11	11	22%
Ems	187	193	193	3.2%
False Alarms	8	7	7	-12.5%
All Other Responses	15	13	13	-13.3%

Comments: Reprogramed all Fire Dept Radios, 911 Board Meeting, FireFighter Classic luncheon , NIMS 300 Training, OPAL Pipeline Training, LEPC Meeting, Review Emergency Response plan for Water Treatment Plant, Respond to Grievances.
Station Tours- 1
Kevin Deans ST Jude Drive
Fire Investigations – 2
Fire Inspections - 2

**City of McAlester
Public Works Department
Monthly Report
January 2014**

Engineering:

John C. Modzelewski, P.E., CFM

- See attached Project Accounting Report

Streets Division:

Miscellaneous

- Dog Park at B Street and Seneca. 16 Tenwheelers of dirt removed and replaced with 240 yards of gravel. 3 days helping parks department at Chadick Park replacing mulch and setting forms for new sidewalk. Haul roll-offs from sewer plants and water plant. 204,680 lbs. of sludge hauled. 10 days patching with Dura Patcher.

Street Sweeping	30 yards removed
Cleaning Curb & Gutter	54 yards removed
Cleaning Catch Basins	17 yards removed
Blade and Gravel Alleys and Streets	40 tons of gravel used
Cleaning Canals	195 yards removed
Water Break Cuts	15 yards poured

Traffic Control:

Miscellaneous

- Work on sign project, spread mulch on new playground, purchase various work supplies, misc. vehicle repairs, meetings, prepare/enter paperwork, work on paint rig, classes, replace manhole cover, assemble new park benches and tables, worked landfill, picked up trash that was in the middle of the road, make sand bags for 17th street, repaved stop sign, assist with street cleaning.

Install New Signs	12
Make Signs	2
Pull Signs	2
Check school zone traffic	3
Assist with and check status of Okie Locates	3
Repair/Replace Signs	16
Repair Work zone that has damaged/mis-located barrels and/or cones	9
Check area to see if needs sign/light	3
Place Cones/Barrels for Street Closures and/or Work zones	96
Check Cones/Barrels for Street Closures and/or work zones	64

Facility Maintenance:

Report Attached

Water Treatment Plant:

No. of Gallons of Water treated	134,149,000
No. of Gallons of Water Used to Backwash Filters	6,472,000
No. of Pounds of Alum Used to Treat Water	114,352
No. of Pounds of Polymer Used to Treat Water	433
No. of Pounds of Caustic Used to Treat Water	67,389
No. of Pounds of Carbon Used to Treat Water	4,000

McAlester Regional Airport:

Miscellaneous

- See attached Report

Waste Water Treatment Plant:

Miscellaneous

- Both plants ran daily test which consist of approximately four PH test four DO tests four temperature test one settlometer test and three settlability tests on grab samples taken of the effluent, influent, digesters and basins. Both plants ran four weekly test which consist catching a sample every hour for six hours then running PH and Temp on every sample then mixing samples and running CBOD and TSS on the influent and effluent and running ammonia on the effluent. Both plant caught toxicity samples in January which consist of grabbing a sample every two hours for twenty four hours and running PH and Temp and ammonia after mixing samples. This is done three days in one week. West plant treated approximately 42.32 million gallons of wastewater. Cleaned and wasted 10 drying beds. Drained and cleaned trash and rags out of the north clarifier, Cleaned blockage from north clarifier. Cleaned and bleached clarifier's weirs weekly. Hauled 19.3 tons of sludge to the landfill. Replaced coupling chain on #2 basin. Cleaned air bleed line on #1 pump. Northeast plant treated approximately 37.08 million gallons of wastewater. Cleaned and wasted 9 drying beds and one decant bed. Service backup generator. Drained cleaned and adjusted chains in west clarifier. Rewired contact basin pump. Replaced electrical contacts and a flapper valve at wal mart lift station. Thaw a frozen pump at colony north lift station. Replaced float and serviced UPS lift station.

Total Flow Treated for East Plant (in million gallons)	37.08
Total Flow Treated for West Plant (in million gallons)	42.32

Fleet Maintenance:

Number of Vehicles Worked on Per Department

Airport	5
City Hall	1
Cemetery	7
Comm. Development/Codes	1
Engineering	1
Expo	1
Facility Maintenance	3
Fire Department	8
Fleet	2
Landfill	
Nutrition	
Parks	11
Patrol	21
Recreation	4
Safety	1
Streets	16
Utility Office	3
Utility Maintenance	8
Waste Water Treatment	7
Water Treatment	3

Utility Maintenance:

Miscellaneous

- Set 50 new meters. Misc. locates. Misc. Back Fill and clean up.

Water Break Repairs	20
Sewer Repairs/Flushed	14
New Water Meter	2
Turned Water Off	5
New Meter Lid	1
Flush Water lines	3
“No Water” calls	6
Repair Broken Meter	7

Landfill:

Miscellaneous

- Re-work work site, pushed concrete and dirt, work on road to worksite, watch gate, meetings, paperwork, monthly reports, work on fuel tank, WEP training, drain fuel tank and add fuel treatment, work on track hoe, pick up around dumpsters work on slopes, hauled mulch, dirt, and sludge
- Monthly Tonnage Total: 22.03 Tons

City of McAlester Public Works Department
Project Status Report
January 31, 2014

<u>PROJECT</u>	<u>STATUS</u>
CIP #1 Construction Contract	Austin Paving, LLC: \$584,043 Work began 01/25/14 Gas Company relocating lines
CIP #1 Construction Management	EST, Inc: \$65,850 Daily reports document progress
CIP #2 Engineering	Poe & Associates selected and approved by City Council on 01/14/14: fee=\$180,000 Survey crew began 01/23/14
Water Treatment Plant ODEQ Consent Order Task D	Tetra Tech, Inc.: \$31,000 Disinfection By-Products Study Review comments received from ODEQ on 01/27/14
Water Treatment Plant Operation & Maintenance Public Private Partnership (PPP)	Work Session on 01/16/14 to discuss proposal with Severn Trent Services, Inc City Council tabled item at meeting on 01/28/14 waiting for City Attorney opinion
Water Meter Replacement Program	Poindexter Plumbing began on 01/06/14 Progress delayed due to weather. Public Works UTM is monitoring work.
MRHC Dialysis Center	Engineering staff working with consultants preparing plans
Belfair of McAlester	Construction began on 01/13/14; Engineering staff working with consultant for water and sewer permits from ODEQ
ODEQ Training	Public Works staff attended Waste Exclusion Plan training at ODEQ on 01/ 22/14

**City of McAlester Public Works Department
Project Status Report**

January 31, 2014

(page 2)

PROJECT

STATUS

Lake Talawanda 20-inch Water Line

.(01/02/14) Choctaw Nation preparing Right-of-Way application to the Bureau of Indian Affairs (BIA). They requested Environmental Documents and Evidence of Authority of Officers to execute papers (01-09-2014) Status of Environmental Documents. The 45 day deadline to receive back comment letters was January 5, 2014. One request for more information received. The Oklahoma Archeological Society wants a field study performed by an approved archeologist. I contacted the Choctaw Nation to see if they have already performed one on this site. The Choctaw Tribal Historic Preservation office is aware of this project and will get a response together soon. If an outside archeologist is determined to be needed, we have the list of approved, qualified archeologist and will prepare a proposal request with strict timelines for completion. 01-10-2014 City Clerk provided Declaration of Trust as requested by Choctaw Nation. MB forwarded to Choctaw Nation. 01-28-2014 Environmental Documents complete and submitted to the Choctaw Nation. Recall that the Oklahoma Archeological Society wanted a field study performed by an approved archeologist. We discovered that, the Choctaw Tribal Historic Preservation office had recently completed a field study of the site with no findings. This saved the City an estimated \$2,500.00.

30-inch Water Plant Pump Header Replacement

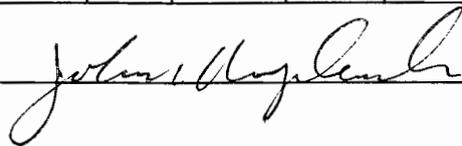
Mehlburger Brawley \$24,400
Plans and specifications submitted for review by City on 01/11/14 and approved on 01/16/14.
Construction Cost estimate submitted 01/21/14

Project Accounting Report

Name John C. Modzelewski, P.E.,CFM

Week Ending 1/5/14

Description	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Total
Staff Meeting	1.5	0.5		1.5				3.5
Purchase Orders		0.5						0.5
CIP #1	0.5				0.5			1.0
CIP #2	1.0			0.5	0.5			2.0
Fleet		0.5		0.5	1.0			2.0
Landfill		0.5			0.5			1.0
Waste Water Treatment Plant	1.5	1.0						2.5
Water Treatment Plant		0.5			1.0			1.5
UTM	0.5	0.5			0.5			1.5
Solid Waste Collection				0.5				0.5
Belfair of McAlester		0.5						0.5
H R				1.0	1.5			2.5
Streets	1.0	1.0		1.0	0.5			3.5
Facility		0.5		0.5	0.5			1.5
Traffic Control		0.5		0.5				1.0
MRHC Dialysis				0.5				0.5
Budget					1.0	2.0		3.0
WTP Consent Order	4.0	1.0						5.0
Airport		0.5						0.5
Payroll						1.0		1.0
Cotton Retirement				1.0				1.0
CPR #6				0.5	0.5			1.0
Escape Oil Change					1.5			1.5
Vacation								0.0
Holiday			8.0					8.0
Sick								0.0
Other								0.0
TOTAL HOURS	10.0	8.0	8.0	8.0	9.5	3.0	0.0	46.5

Employee Signature 

Project Accounting Report

Name John C. Modzelewski, P.E.,CFM

Week Ending 1/12/14

Description	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Total
Staff Meeting	1.0							1.0
Purchase Orders	1.0	0.5		0.5	0.5			2.5
CIP #1	0.5				0.5			1.0
CIP #2	0.5	0.5	3.0	1.0	1.0			6.0
Fleet	0.5	0.5		0.5	0.5			2.0
Landfill				0.5	0.5			1.0
30" header replacement					1.5			1.5
Water Treatment Plant		0.5	1.5	0.5				2.5
UTM	0.5			0.5	0.5			1.5
20" water line relocate					1.0			1.0
Public Private Partnership		5.0	4.5	0.5	0.5			10.5
H R		0.5		1.5	0.5			2.5
Streets	0.5	1.0	1.0	1.0	0.5			4.0
Facility	0.5							0.5
Traffic Control	0.5			0.5				1.0
MRHC Dialysis				0.5				0.5
Budget	2.0							2.0
City Council		1.5						1.5
CVS				0.5				0.5
Payroll	1.0	0.5						1.5
Planning			0.5					0.5
CPR #6	0.5	0.5	0.5	1.0				2.5
Rotary Club Presentation					1.5			1.5
Manager's Report						2.0		2.0
Holiday								0.0
Sick								0.0
Other								0.0
TOTAL HOURS	9.0	11.0	11.0	9.0	9.0	2.0	0.0	51.0

Employee Signature John C. Modzelewski

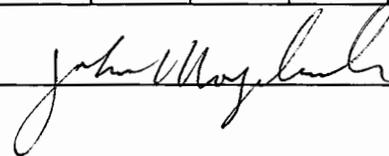
Project Accounting Report

Name John C. Modzelewski, P.E.,CFM

Week Ending 1/19/14

Description	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Total
Staff Meeting	1.5			1.5				3
Purchase Orders		0.5		0.5	0.5			1.5
CIP #1		0.5	1	2	1			4.5
CIP #2	1	1	0.5	0.5	0.5			3.5
Fleet	0.5	0.5			0.5			1.5
Landfill				0.5	0.5			1
30" header replacement								0
Water Treatment Plant								0
UTM	0.5	1		0.5				2
20" water line relocate								0
Public Private Partnership	0.5	1	5.5	3	1.5			11.5
H R	0.5		1.5	0.5				2.5
Streets	1	1	0.5	1	1			4.5
Facility					0.5			0.5
Traffic Control					0.5			0.5
South Main Canal	0.5							0.5
Accident Review Meeting		1						1
City Council		2						2
Sidewalk @ Main & Choctaw	1							1
Payroll					1			1
Planning	0.5							0.5
CPR #6	1	0.5			0.5			2
Rotary Club Presentation	1.5	2.5						4
Manager's Report					1.5			1.5
Airport				1	0.5			1.5
Sick								0
Other								0
TOTAL HOURS	10	11.5	9	11	10	0	0	51.5

Employee Signature

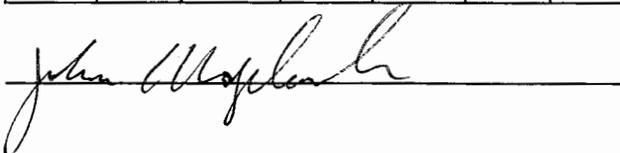


Project Accounting Report

Name John C. Modzelewski, P.E.,CFM

Week Ending 1/26/14

Description	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Total
Staff Meeting		1.5						1.5
Purchase Orders			0.5					0.5
CIP #1		0.5		0.5	0.5			1.5
CIP #2		0.5		0.5	0.5			1.5
Fleet		0.5		0.5				1
Landfill		0.5						0.5
30" header replacement		0.5		0.5				1
Water Treatment Plant				0.5	1			1.5
UTM		0.5			0.5			1
20" water line relocate		0.5		0.5				1
Public Private Partnership		1						1
H R		0.5	0.5	0.5	0.5			2
Streets		0.5		1	1			2.5
Facility				0.5				0.5
Traffic Control		0.5						0.5
APWA Webinar Training :Motivation and Delegation				1.5				1.5
NPDES Stormwater Permit					1			1
City Council		1						1
2013 CDBG Water Improvement				0.5				0.5
Payroll		1						1
ODEQ/ Waste Exclusion Plan Training			9.5					9.5
Waste Water Treatment Plant		0.5						0.5
Water Rates			1	3	3			7
ODEQ Consent Order					1			1
Airport								0
Sick								0
HOLIDAY	8							8
TOTAL HOURS	8	10	11.5	10	9	0	0	48.5

Employee Signature 

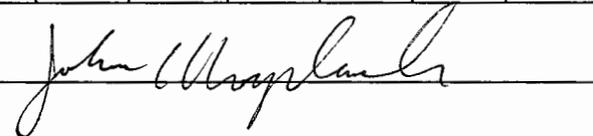
Project Accounting Report

Name John C. Modzelewski, P.E.,CFM

Week Ending 2/2/14

Description	Mon.	Tues.	Wed.	Thurs	Fri.	Sat.	Sun.	Total
Staff Meeting	2.5			4.5	2.5			9.5
Purchase Orders	0.5		0.5	0.5	0.5			2
CIP #1	2		0.5	1	1			4.5
CIP #2	0.5		0.5			1		2
Fleet	0.5		0.5	0.5				1.5
Landfill								0
30" header replacement								0
Water Treatment Plant			0.5	1	0.5			2
UTM	0.5				0.5			1
20" water line relocate								0
Public Private Partnership	2	1.5	3	1				7.5
H R			0.5	0.5	0.5			1.5
Streets	0.5		1	0.5	1.5			3.5
Facility				0.5				0.5
Traffic Control	0.5		0.5		0.5			1.5
ODOT Training: Environmental Issues on Construction Sites		10						10
NPDES Stormwater Permit			0.5					0.5
City Council		1.5						1.5
2013 CDBG Water Improvement								0
Payroll					0.5	1.5		2
MRHC Dilaysis Center			0.5					0.5
Waste Water Treatment Plant								0
Water Rates					1	1		2
ODEQ Consent Order								0
CFM issues			0.5					0.5
Sick								0
HOLIDAY								0
TOTAL HOURS	9.5	13	9	10	9	3.5	0	54

Employee Signature



City Managers Report January

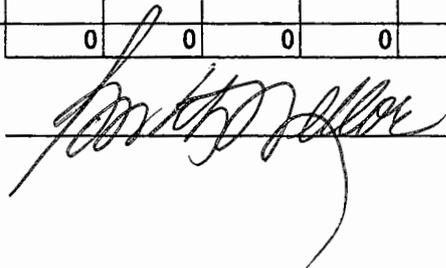
Replaced outlet and switches at Stipe Center
Removed Banners from Carl Albert Parkway
Worked on the Boiler at Library (This is done 2 to 3 times a week)
Repaired door at City Hall
Cleaned and waxed Bucket Truck for Test
Repaired busted pipe at Stipe Center
Repaired automatic door at City Hall
Repaired metal on A/C unit on roof at Library
Repaired lock at Stipe Center
Repaired toilet and seal at Stipe Center
Repaired Heater at North Town Fire Station
Repaired lights at Main Fire Station
Repaired Heater at Main Fire Station
Worked on Animal Shelter
Repaired Video IQ at 69 and Hardy Springs
Repaired controller at Strong and Wyandotte
Re-lamp 6 traffic lights
Repaired controller at Main and Carl Albert Parkway
Repaired Controller at Main and Choctaw
Repaired Heater at East Sewer
Repaired Heater at Monroe Office
Unstopped drain at Stipe Center
Unstopped drain at Library

Project Accounting Report

MANAGER'S Report

Name Butch Mellor
 Week Ending 1-31-14

Description	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Total
1-2-14 Check All Buildings for Freeze Damage		8						0
1-3-14 Check All RW Marking + NAV Aids			8					0
1-6-14 " " " "				8				0
1-7-14 Cont with OPE					8			0
1-8-14 " " " "	8							0
1-9-14 mg AP		8						0
1-10-14 " " " "			8					0
1-13-14 work on Airport Compliance Report				8				0
1-14-14 work on Airport Com Report Due 3-14-14					8			0
1-15-14 " " " "	8							0
1-16-14 Replace Double Doors At AFIS Bld		8						0
Vacation								0
Holiday								0
Sick								0
Other								0
TOTAL HOURS	0	0	0	0	0	0	0	0

Employee Signature 

Project Accounting Report

Name Bentley Miller

Week Ending 1-31-14

Description	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Sun.	Total
1-17-14 Meeting with Gregory Andrees APC					8			0
1-20-14 Holiday MLK	0							0
1-21-14 Travel to AOA meeting Tulsa		8						0
1-22-14 CK All NAW Aids			8					0
1-23-14 Emp Safety Meeting				8				0
1-24-14 " " "					8			0
1-27-14 M4 AP	8							0
1-28-14 Spray VOR Site		8						0
1-29-14 Spray Localizer Site			8					0
1-30-14 MGR Meeting at City Garage John				8				0
1-31-14 meeting Expo Employee Meeting					8			0
Vacation								0
Holiday								0
Sick								0
Other								0
TOTAL HOURS	0	0	0	0	0	0	0	0

Employee Signature Bentley Miller

**City of McAlester
Finance Department
Monthly Report
January 2014**

Finance:

Toni Ervin, CFO

- ◆ See Attached financial reports.
- ◆ Processed accounts receivable, business license, hotel taxes, check reconciliation, utility bad debt, and cash collections reconciliation.

Accounts Payable:

- ◆ Process invoices for payment, city utility payments, purchase orders
- ◆ Bids: Police Dept. (3 cars); Streets (1 truck w/snow plow); Salvage Land Lots (27)

Human Resources:

- ◆ Head count: See attached report.
- Job openings: 1
- New Hires: Full Time 2, Part Time 1, Councilman 1
- Retirements': 2

Payroll:

- ◆ Processed payroll for Non-Uniform, Police and Fire Union wages. Processed employee benefits, Oklahoma Tax Commission and Federal Taxes.

Utility Billing & Collections:

- ◆ Process daily cash collections, customer service, bills, late notices, miscellaneous

Utility water accounts per class: current

Residential: 6,415 Commercial: 1,032 Bulk Water 6

ADJUSTMENT	999	3,943.67CR
BILL	8,222	746,010.09
CUTOFF	144	3,600.00
APPLIED DEPOSIT	90	7,365.00CR
LATE CHARGE	1,838	12,300.37
MEMO	1,573	0.00

PAYMENT	5,742	562,840.82CR
REFUND CHECK	45	2,405.60
DRAFT	858	72,435.26CR
WEB PAYMENT	485	36,141.00CR
DEPOSIT	103	11,885.00
REVERSE PAYMENT	5	1,758.30
 TOTAL FOR PERIOD	 20,104	 95,233.61

Service Orders: Meter Readers and Utility Maintenance

Re-Reads:	51
Turn Off Service:	62
Turn On Service:	38
Occupant Change:	58
Meter Swap:	34
CK Meter Damage	1

IT:

- ◆ See attached report.

Safety:

- ◆ See attached report.

Court:

- ◆ See attached report

TE

MUNICIPAL COURT STATS
JANUARY 2014

○ Officers report attached(citations issued)_____ **1,028**

○ Violation type report attached_____ x

○ Deposit total_____ \$ 117,977.00

▪ This total includes the following

IT Fees_____ \$(13,606.95)

ADM/Defer Fees_____ \$(4,885.71)

▪ State Fees collected \$ (11,110.84)

▪ Collection Fees _____ \$(7,489.00)

○ Warrants Issued by Karla_____ \$ 204,179.00

○ Warrants Jailed_____ 224

○ Warrants Collected_____ \$ 42,243.00

○ Failure to Appear/Comply issued by Karla_____ \$ 65,807.00

○ DL suspension for non-payment - __DL__\$ value \$ 60,751.00

○ Bill for incarceration for month of DECEBER, 13...\$2,112.00

FYI*****

Report Only, Distribution That has Been Deposited
From 1/01/2014 to 1/31/2014

Citation No. Docket No. Violator

***** TOTAL FOR REPORT *****

Code	---	Payments	---	Refunds	---	Net	---	G/L Acct No.
FINE	863	58,224.20	2	507.04-		57,717.16		01 4-0-501
COST30	560	14,905.00	1	30.00-		14,875.00		01 4-0-401
IT	559	13,651.95	2	45.00-		13,606.95		44 4-0-505
CLEET	742	5,248.57	2	9.84-		5,238.73		01 2100
AFIS	739	2,910.05	2	5.47-		2,904.58		01 2101
FORC	744	2,918.38	2	5.47-		2,912.91		01 2102
ADMIN	37	4,885.71	0			4,885.71		01 4-0-401
COST15	87	1,291.66	0			1,291.66		01 4-0-401
VRNTPE	134	2,672.00	1	20.00-		2,652.00		01 4-0-501
COSTS	124	3,162.34	1	30.00-		3,132.34		01 4-0-401
COLAG2	98	6,053.78	0			6,053.78		01 2105
COLAG5	57	241.27	0			241.27		01 2105
OBN	16	33.56	0			33.56		01 2103
OTHR-2	1	132.00	0			132.00		01 4-0-400
COLAGY	27	1,193.95	0			1,193.95		01 2105
AFIS3	6	7.32	0			7.32		01 2101
FINEJ	16	913.34	0			913.34		13 4-0-501
OP	2	32.00	1	26.00-		6.00		01 4-0-501
LEET7	5	13.74	0			13.74		01 2100
LAB FE	1	150.00	0			150.00		01 2106
COSTS2	1	15.00	0			15.00		01 4-0-401
Total:	4819	118,655.82	14	678.82-		117,977.00		

Cash Payments....+	\$117,285.00
Bond Forfeited....+	\$520.00
Bond Applied.....+	\$198.00
Payment Refunded.-	\$26.00-
Fees/Fines Paid..=	\$117,977.00

Cash (Payments)..+	\$117,285.00
Cash (Bonds).....+	\$5,294.00
Total Cash Trans.=	\$122,579.00

Cash Refunds.....-	\$26.00-
Net Cash Trans...=	\$122,553.00

Fees (Payments)..	\$594.00
Fees (Refunds)...	\$594.00-
Adjst (Payments)..	\$58.82
Adjst (Refunds)...	\$58.82-

/ERPAYMENT	
Cash Refund/Cash :	\$0.00
Cash Refund/Check:	\$0.00
Cash Refund/X-AP :	\$26.00-
Total Cash Refunds.:	\$26.00-

Cash Bond Posted.+	\$5,294.00
Bond Forfeited....-	\$520.00

Council Chambers
Municipal Building
February 11, 2014

The McAlester Airport Authority met in a Regular session on Tuesday, February 11, 2014, at 6:00 P.M. after proper notice and agenda was posted February 7, 2014.

Present: Weldon Smith, John Titsworth, Travis Read, Robert Karr, Buddy Garvin,
Jason Barnett & Steve Harrison
Absent: None
Presiding: Steve Harrison, Chairman

A motion was made by Mr. Smith and seconded by Mr. Read to approve the following:

- Approval of the Minutes from the January 28, 2014 Regular Meeting of the McAlester Airport Authority. *(Cora Middleton, City Clerk)*
- Confirm action taken on City Council Agenda Item D, regarding claims ending February 4, 2014. *(Toni Ervin, Chief Financial Officer)* In the amount of \$5,020.00.

There was no discussion, and the vote was taken as follows:

AYE: Trustees Karr, Garvin, Barnett, Smith, Titsworth, Read & Chairman Harrison

NAY: None

Chairman Harrison declared the motion carried.

There being no further business to come before the Authority, Mr. Smith moved for the meeting to be adjourned, seconded by Mr. Read.

There was no discussion and the vote was taken as follows:

AYE: Trustees Karr, Garvin, Barnett, Smith, Titsworth, Read & Chairman Harrison

NAY: None

Chairman Harrison declared the motion carried.

ATTEST:

Steve Harrison, Chairman

Cora Middleton, Secretary

Council Chambers
Municipal Building
February 11, 2014

The McAlester Public Works Authority met in a Regular session on Tuesday, February 11, 2014, at 6:00 P.M. after proper notice and agenda was posted February 7, 2014.

Present: Weldon Smith, John Titsworth, Travis Read, Robert Karr, Buddy Garvin,
Jason Barnett & Steve Harrison

Absent: None

Presiding: Steve Harrison, Chairman

A motion was made by Mr. Garvin and seconded by Mr. Karr to approve the following:

- Approval of the Minutes from the January 28, 2014 Regular Meeting of the McAlester Public Works Authority. *(Cora Middleton, City Clerk)*
- Confirm action taken on City Council Agenda Item D, regarding claims ending February 4, 2014. *(Toni Ervin, Chief Financial Officer)* In the amount of \$24,772.05.
- Confirm action taken on City Council Agenda Item F, to concur with Oklahoma Municipal Assurance Group recommendation to deny Claim No. 134947-TW. *(Cora Middleton, City Clerk)*
- Confirm action taken on City Council Agenda Item 3, authorizing the appropriation of funds for the replacement of the 30 - inch header pipe at the Water Treatment Plant. *(John Modzelewski, P.E., City Engineer and Public Works Director)*

There was no discussion, and the vote was taken as follows:

AYE: Trustees Smith, Titsworth, Read, Karr, Garvin, Barnett & Harrison

NAY: None

Chairman Harrison declared the motion carried.

There being no further business to come before the Authority, Mr. Garvin moved for the meeting to be adjourned, seconded by Mr. Karr. There was no discussion and the vote was taken as follows:

AYE: Trustees Smith, Titsworth, Read, Karr, Garvin, Barnett & Harrison

NAY: None

Chairman Harrison declared the motion carried.

ATTEST:

Steve Harrison, Chairman

Cora Middleton, Secretary

Council Chambers
Municipal Building
January 28, 2014

The McAlester Retirement Trust Authority met in a Regular session on Tuesday, January 28, 2014 at 6:00 P.M. after proper notice and agenda was posted January 23, 2014.

Present: Weldon Smith, John Titsworth, Robert Karr, Buddy Garvin & Steve Harrison
Absent: Travis Read,
Presiding: Steve Harrison, Chairman

A motion was made by Mr. Garvin and seconded by Mr. Karr to approve the following:

- Approval of the Minutes from the December 19, 2013, Rescheduled Regular Meeting of the McAlester Retirement Trust Authority. (*Cora Middleton, City Clerk*)
- Approval of Retirement Benefit Payments for the Period of January 2014. (*Toni Ervin, Interim Chief Financial Officer*) \$77, 640.37

There was no discussion, and the vote was taken as follows:

AYE: Trustees Garvin, Karr, Titsworth, Barnett, Smith & Chairman Harrison
NAY: None

Chairman Harrison declared the motion carried.

There being no further business to come before the Authority, Mr. Garvin moved for the meeting to be adjourned, seconded by Mr. Karr. The vote was taken as follows:

AYE: Trustees Garvin, Karr, Titsworth, Barnett, Smith & Chairman Harrison
NAY: None

Chairman Harrison declared the motion carried.

Steve Harrison, Chairman

ATTEST:

Cora Middleton, Secretary