1. Agenda

    Documents:

    2021-12-14 CITY COUNCIL - PUBLIC AGENDA-1682.PDF

2. Meeting Materials

    Documents:

    2021-12-14 CITY COUNCIL - FULL AGENDA-1682.PDF

AGENDA

Regular Meeting of the
Nichols Hills City Council
Tuesday, December 14, 2021 at 5:30 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

If special assistance is needed for this meeting by any person wishing to attend, please contact the City Clerk's office no later than 48 hours prior to the meeting, and such assistance will be provided.

Official action may be taken by the City Council only on items that appear on this Agenda. The City Council may dispose of the business set out on this Agenda by accepting, approving, adopting, rejecting, amending, or postponing action as to each item, as determined by the City Council.

1. Call to Order and Pledge of Allegiance
2. Roll Call
3. Minutes
   a. November 9, 2021 City Council Minutes
   b. November 23, 2021 Special City Council Minutes
4. Departmental Reports

   Consideration of acceptance, rejection, and/or postponement of the following:

   a. Police Department Report
   b. Municipal Court
   c. Fire Department
   d. Public Works
   e. Risk Manager
   f. New Resident List
   g. City Treasurer's Report
   h. Finance Director's Report
   i. Information System Manager's Report
   j. Engineers Report

k. ACOG Report

5. Total Warrants & Claims $741,467.65

a. Consideration of approval, acceptance, rejection, and/or postponement of the following: Claims List for 2021-2022

a. General Fund	$251,246.17
b. Street & Alley Fund	1,214.62
c. Designated Funds – Police	185.00
d. Nichols Hills Municipal Authority	110,823.09
e. General Fund – CIP	53,952.88
f. Designated Funds – Parks	42,500.00
g. General Obligation Bond Funds	281,545.89

6. Consent Docket - Construction

Items on Consent Dockets are usually approved as a group upon a motion by one of the City Council members. However, members of the City Council may request discussion or separate action on any item on the Consent Dockets.

Consideration of approval, acceptance, rejection, amendment, and/or postponement of the following:

a. Pay Estimate No. 3 with Jenco Construction for the Fire Station Addition and Renovation project in the amount of $117,705.00.

BACKGROUND: City Architect has verified quantities and recommends approval, to be paid from 2018 GO Bonds, 2019 GO Bonds, and other funds.

b. Pay Estimate No. 1 for Project No. PC-2101 with CGC, LLC. for 1500 Block Buttram and the 7100 & 7300 Blocks of Nichols Road Paving Improvements in the amount of $99,923.61.

BACKGROUND: City Engineer has verified quantities and recommends approval, to be paid from 2021 GO Bonds and other funds.

c. Invoice No. 16758 with Frankfurt-Short-Bruza Associates, PC for Fire and City Hall Improvements in the amount of $17,466.58, to be paid from 2020 GO Bonds and other funds.

d. Invoice No. 8201A with Howard-Fairbairn Site Design, Inc for Love Family Park Landscape Architectural services, to be paid from Park Designated Fund and other funds.

e. Invoice No. 24606 with Oakley's, Inc for Western Avenue Beautification project, to be paid from General Fund Capital Improvement and other funds.

7. Consent Docket - General

Items on Consent Dockets are usually approved as a group upon a motion by one of the City Council members. However, members of the City Council may request discussion or separate action on any item on the Consent Dockets.

Consideration of approval, acceptance, rejection, amendment, and/or postponement of the following:

a. A resolution authorizing the disposal and destruction of certain original records and papers of records prior to the retention period for such records established in the Revised Records Retention Manual, 2015; and directing the City Manager to take all actions necessary to provide for the disposal and destruction of such records.

b. Recommendation from Court Clerk to write off uncollectible receivables of individuals who are deceased, in the amount of $2,558.75.

c. A resolution declaring certain supplies, materials, and equipment owned by the City to be surplus (“Surplus Property”); directing the City Manager to sell such Surplus Property at public auction; and directing the City Manager to dispose of any such Surplus Property which does not receive a successful bid.

d. Request from Information Systems Manager Neil Gray to purchase and install a remote radio handset for the Public Works radio system. The total will not exceed $1,800.00 as approved in the 2021-2022 CIP budget.

8. Citizens desiring to be heard

The purpose of this time is to allow members of the public to speak to the City Council on any matter that is not otherwise set for consideration on this Agenda.

9. Items for Separate Vote - Ordinances, Resolutions, and Other Matters

   Consideration of adoption, approval, acceptance, rejection, amendment, and/or postponement of the following:

   a. Accept the Annual Comprehensive Financial Report and Accompanying Independent Auditor's Reports for the fiscal year ended June 30, 2021.

   b. Receive bids for sale of $6,600,000 General Obligation Bonds, Series 2022, and award sale of bonds to the bidder bidding the lowest interest cost.

   c. An ordinance providing for the issuance of General Obligation Bonds in the sum of Six Million Six Hundred Thousand Dollars ($6,600,000) by the City of Nichols Hills, Oklahoma, authorized at an election duly called and held for such purpose; prescribing form of bonds; providing for a combined bond issue designated "General Obligation Bonds, series 2022"; prescribing redemption provisions; designating bonds for purposes of certain provisions of the Internal Revenue Code; providing for registration thereof; appointing a paying-agent registrar for the issue and matters related thereto; providing for the levy of an annual tax for payment of principal and interest on the bonds; approving the forms of a Continuing Disclosure Agreement and an Official Statement; authorizing the approval of a Continuing Disclosure Agreement, an Official Statement and other contracts and instruments necessary to consummate sale, issuance and delivery of the Bonds; fixing other details of the bond sale and issuance; and declaring an emergency.

      i. Consideration of adoption, approval, acceptance, rejection, and/or amendment of the emergency section of the foregoing ordinance.

   d. Request to seek bids for Love Family Park and receive and approve plans for the same.

   e. A resolution awarding contract to the lowest responsible bidder for WC-1901 Waterline Improvement project North Kelly Avenue from Wilshire Boulevard to Britton Road, and authorizing execution of the contract, bonds, and related instruments.

   f. PUBLIC HEARING: An ordinance amending Chapter 50 of the Nichols Hills City Code regarding certain defined terms related to development; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

   i. Consideration of adoption, approval, acceptance, rejection, and/or amendment of the emergency section of the foregoing ordinance.

g. PUBLIC HEARING: An ordinance amending Section 50-140 of the Nichols Hills City Code regarding prohibited exterior building materials; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

   i. Consideration of adoption, approval, acceptance, rejection, and/or amendment of the emergency section of the foregoing ordinance.

h. PUBLIC HEARING: An ordinance amending Section 50-372 of the Nichols Hills City Code regarding survey requirements for applications for Building Commission Certificates of Approval; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

   i. Consideration of adoption, approval, acceptance, rejection, and/or amendment of the emergency section of the foregoing ordinance.

i. PUBLIC HEARING: An ordinance amending Section 50-345 and 50-378 of the Nichols Hills Code regarding approval of minor revisions to projects approved by the Building Commission; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

   i. Consideration of adoption, approval, acceptance, rejection, and/or amendment of the emergency section of the foregoing ordinance.

j. PUBLIC HEARING: Amendment to the Nichols Hills Building Commission Building Demolition, Design, and Construction Guidelines.

k. Participation in funding a quiet zone at Wilshire Boulevard and Classen Boulevard and provide contribution amount.

10. Adjournment

I certify that the forgoing was filed in the Office of the City Clerk at 4:34 PM on the 10th day of December, 2021 and posted in prominent view on the window at City Hall, 6407 Avondale Drive, at 4:45 PM on the 10th day of December, 2021; posted to the City of Nichols Hills website at http://www.nicholshills.net at 5:00 PM on the 10th of December, 2021; and transmitted by email at 5:00 PM on the 10th day of December, 2021 to those persons who have requested to be included on such notices pursuant to the Open Meeting Act and to those who have requested such notice.

Amanda Copeland

City Clerk
City of Nichols Hills, Oklahoma

AGENDA

Regular Meeting of the
Nichols Hills City Council
Tuesday, December 14, 2021 at 5:30 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

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1. Call to Order and Pledge of Allegiance

2. Roll Call

3. Minutes
   a. November 9, 2021 City Council Minutes
   b. November 23, 2021 Special City Council Minutes

4. Departmental Reports

   Consideration of acceptance, rejection, and/or postponement of the following:

   a. Police Department Report
   b. Municipal Court
   c. Fire Department
   d. Public Works
   e. Risk Manager
   f. New Resident List
   g. City Treasurer's Report
   h. Finance Director's Report
   i. Information System Manager's Report
   j. Engineers Report

k. ACOG Report

5. Total Warrants & Claims $741,467.65

a. Consideration of approval, acceptance, rejection, and/or postponement of the following: Claims List for 2021-2022

a. General Fund	$251,246.17
b. Street & Alley Fund	1,214.62
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b. Recommendation from Court Clerk to write off uncollectible receivables of individuals who are deceased, in the amount of $2,558.75.

c. A resolution declaring certain supplies, materials, and equipment owned by the City to be surplus (“Surplus Property”); directing the City Manager to sell such Surplus Property at public auction; and directing the City Manager to dispose of any such Surplus Property which does not receive a successful bid.

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9. Items for Separate Vote - Ordinances, Resolutions, and Other Matters

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   b. Receive bids for sale of $6,600,000 General Obligation Bonds, Series 2022, and award sale of bonds to the bidder bidding the lowest interest cost.

   c. An ordinance providing for the issuance of General Obligation Bonds in the sum of Six Million Six Hundred Thousand Dollars ($6,600,000) by the City of Nichols Hills, Oklahoma, authorized at an election duly called and held for such purpose; prescribing form of bonds; providing for a combined bond issue designated "General Obligation Bonds, series 2022"; prescribing redemption provisions; designating bonds for purposes of certain provisions of the Internal Revenue Code; providing for registration thereof; appointing a paying-agent registrar for the issue and matters related thereto; providing for the levy of an annual tax for payment of principal and interest on the bonds; approving the forms of a Continuing Disclosure Agreement and an Official Statement; authorizing the approval of a Continuing Disclosure Agreement, an Official Statement and other contracts and instruments necessary to consummate sale, issuance and delivery of the Bonds; fixing other details of the bond sale and issuance; and declaring an emergency.

      i. Consideration of adoption, approval, acceptance, rejection, and/or amendment of the emergency section of the foregoing ordinance.

   d. Request to seek bids for Love Family Park and receive and approve plans for the same.

   e. A resolution awarding contract to the lowest responsible bidder for WC-1901 Waterline Improvement project North Kelly Avenue from Wilshire Boulevard to Britton Road, and authorizing execution of the contract, bonds, and related instruments.

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   i. Consideration of adoption, approval, acceptance, rejection, and/or amendment of the emergency section of the foregoing ordinance.

j. PUBLIC HEARING: Amendment to the Nichols Hills Building Commission Building Demolition, Design, and Construction Guidelines.

k. Participation in funding a quiet zone at Wilshire Boulevard and Classen Boulevard and provide contribution amount.

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Amanda Copeland

City Clerk
City of Nichols Hills, Oklahoma

MINUTES

Regular Meeting of the
Nichols Hills City Council
Tuesday, November 9, 2021 at 5:30 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

Original agenda filed in the Office of the City Clerk at 4:22 PM on the 5th day of November, 2021.

1. Call to Order and Pledge of Allegiance

2. Roll Call

Attendee Name	Title	Status	Arrived
Sody Clements		Present	
Steven J. Goetzinger		Present	
E. Peter Hoffman		Present	

3. Minutes
   a. October 12, 2021 City Council Minutes
   b. October 21, 2021 Special City Council Minutes

MOTION: Clements moved to approve the October 12, 2021 minutes as presented. Goetzinger seconded the motion.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Sody Clements
SECONDER:	Steven J. Goetzinger
AYES:	Clements, Goetzinger, Hoffman

4. Departmental Reports

Consideration of acceptance, rejection, and/or postponement of the following:

   a. Police Department Report
   b. Municipal Court
   c. Fire Department
   d. Public Works

e. Risk Manager

f. New Resident List

g. City Treasurer's Report

h. Finance Director's Report

i. Information System Manager's Report

j. Engineers Report

k. ACOG Report

Mayor Hoffman reminded everyone that November 13, 2021 is Community Day from 10:00 - 4:00.

Mayor Hoffman reported that the City has submitted our applications to ACOG for the EV sanitation truck and EV chargers.

Also, Mayor Hoffman thanked the Fire Department for their tour of the fire trucks to his grandson.

Councilman Clements stated that Police Department report looked better this month concerning car break-ins.

MOTION: Goetzinger moved to approve the October 2021 departmental reports as presented. Clements seconded the motion.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Steven J. Goetzinger
SECONDER:	Sody Clements
AYES:	Clements, Goetzinger, Hoffman

5. Total Warrants & Claims $694,240.23

a. Consideration of approval, acceptance, rejection, and/or postponement of the following: Claims List for 2021-2022

a. General Fund	$298,254.03
b. Street & Alley Fund	1,161.50
c. Designated Funds – Fire & General	70.00

d. Designated Funds – Public Works	124.59
e. Nichols Hills Municipal Authority	126,508.13
f. General Fund – CIP	23,647.28
g. Nichols Hills Municipal Authority -CIP	8,322.76
h. General Obligation Bond Funds	236,151.94

MOTION: Clements moved to approve the total warrants and claims as presented. Goetzinger seconded the motion.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Sody Clements
SECONDER:	Steven J. Goetzinger
AYES:	Clements, Goetzinger, Hoffman

6. Consent Docket - Construction

Consideration of approval, acceptance, rejection, amendment, and/or postponement of the following:

a. Pay Estimate No. 2 (FINAL) for Project No. WC-2102 with Utility Service Co. Inc, for Elevated Tank Painting, in the amount of $46,900.00, and place maintenance bonds into effect.

BACKGROUND: City Engineer has verified quantities and recommends approval, to be paid from 2019 GO Bonds and other funds.

b. Pay Estimate No. 2 with Jenco Construction for the Fire Station Addition and Renovation project in the amount of $109,155.00.

BACKGROUND: City Architect has verified quantities and recommends approval, to be paid from 2016 GO Bonds, 2019 Bonds, and other funds.

MOTION: Goetzinger moved to approve item 6a - 6b Consent Docket Construction as presented. Clements seconded the motion.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Steven J. Goetzinger
SECONDER:	Sody Clements
AYES:	Clements, Goetzinger, Hoffman

7. Consent Docket - General

Consideration of approval, acceptance, rejection, amendment, and/or postponement of the following:

a. A resolution authorizing the disposal and destruction of certain original records and papers of records prior to the retention period for such records established in the Revised Records Retention Manual, 2015; and directing the City Manager to take all actions necessary to provide for the disposal and destruction of such records.

b. Request from Information Systems Manager Neil Gray to purchase and install new clear Lexan clock faces on the Anniversary clock in the Plaza. The total will not exceed $1,500.00 as approved in the 2021-2022 CIP budget.

c. Custom Mobile App Agreement with BFAC.com for wellness tracker.

MOTION: Clements moved to approve item 7a - 7c Consent Docket General as presented. Goetzinger seconded the motion.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Sody Clements
SECONDER:	Steven J. Goetzinger
AYES:	Clements, Goetzinger, Hoffman

8. Citizens desiring to be heard

The purpose of this time is to allow members of the public to speak to the City Council on any matter that is not otherwise set for consideration on this Agenda.

Allied Arts President Deborah McAuliffe Senner presented the banner application for their upcoming event in February 2022 to recognize Allied Arts individual donors.

9. Items for Separate Vote - Ordinances, Resolutions, and Other Matters

Consideration of adoption, approval, acceptance, rejection, amendment, and/or postponement of the following:

a. Butterfly garden presentation, proposal, and donation acceptance.

Environment, Health and Sustainability Commission Chairman Nancy Herzel presented the proposed plans of the Butterfly Garden and Sweet Leaf's cost proposal of $13,000.00, which includes 2 years of maintenance. Chairman Herzel stated that Planet Nichols Hills would be contributing $10,474.97 and the remaining funds would be raised by donors.

MOTION: Goetzinger moved to accept the proposal and donation made under 9a. Clements seconded the motion.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Steven J. Goetzinger
SECONDER:	Sody Clements
AYES:	Clements, Goetzinger, Hoffman

b. PUBLIC HEARING: An ordinance amending Section 50-188 and 50-372 of the Nichols Hills Code regarding drainage information required for Building Permit applications and Certificate of Approval applications; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

Following discussion among City Council members and staff, Mayor Hoffman opened the public hearing.

Seeing no others expressing a desire to be heard, the public hearing was closed.

MOTION: Clements moved to approve agenda item 9b as presented.

Goetzinger seconded the motion.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Sody Clements
SECONDER:	Steven J. Goetzinger
AYES:	Clements, Goetzinger, Hoffman

i. Consideration of adoption, approval, acceptance, rejection, and/or amendment of the emergency section of the foregoing ordinance.

MOTION: Goetzinger moved to approve agenda 9b(i) – Emergency clause of the foregoing ordinance. Clements seconded the motion.

c. PUBLIC HEARING: An ordinance amending Section 50-126 of the Nichols Hills Code regarding notice requirements for special permits related to communication towers, antennas, and small wireless facilities; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

Following discussion among City Council members and staff, Mayor Hoffman opened the public hearing.

Seeing no others expressing a desire to be heard, the public hearing was closed.

MOTION: Clements moved to approve agenda item 9c as presented. Goetzinger seconded the motion.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Sody Clements
SECONDER:	Steven J. Goetzinger
AYES:	Clements, Goetzinger, Hoffman

i. Consideration of adoption, approval, acceptance, rejection, and/or amendment of the emergency section of the foregoing ordinance.

MOTION: Goetzinger moved to approve agenda item 9c(i) – Emergency clause of the foregoing ordinance. Clements seconded the motion.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Steven J. Goetzinger
SECONDER:	Sody Clements
AYES:	Clements, Goetzinger, Hoffman

d. An ordinance amending Section 34-20 of the Nichols Hills City Code regarding the duties and responsibilities of the Nichols Hills Board of Park Commissioners; repealing all conflicting ordinances or parts of ordinances; providing for sever ability, and declaring an emergency.

MOTION: Clements moved to approve agenda item 9d as presented. Goetzinger seconded the motion.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Sody Clements
SECONDER:	Steven J. Goetzinger
AYES:	Clements, Goetzinger, Hoffman

i. Consideration of adoption, approval, acceptance, rejection, and/or amendment of the emergency section of the foregoing ordinance.

MOTION: Goetzinger moved to approve agenda item 9d(i) – Emergency clause of the foregoing ordinance. Clements seconded the motion.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Steven J. Goetzinger
SECONDER:	Sody Clements
AYES:	Clements, Goetzinger, Hoffman

e. A resolution authorizing the sale of $6,600,000 of General Obligation Bonds, Series 2022 of the City of Nichols Hills, Oklahoma; fixing the amount of bonds to mature each year; fixing the manner, time and place the bonds are to be sold; authorizing the City Clerk to give notice of said sale as required by law and to publish notice of sale; approving and authorizing official statements; authorizing and approving contracts for bond counsel, financial advisor and paying agent-registrar services and amendments thereto, and waiving selection pursuant to a competitive process; and, authorizing executions and actions necessary for issuance and delivery of the bonds, and providing for other aspects of the bonds.

City Manager Shane Pate presented the proposed resolution authorizing the sale of the General Obligation Bonds, Series 2022, which was authorized on February 13, 2019 by the vote of the people. The total amount is $6,600,000.00 which will be disbursed as follows: $3,000,000.00 Streets, $1,700,000.00 Water System Improvements, $700,000.00 Sanitary Sewer System, $600,000.00 Fire for a new engine, $500,000.00 Technology, $100,000.00 Police vehicles and equipment. Mr. Chris Cameron, Financial Advisor with BOK Financial, answered questions from the City Council members.

MOTION: Clements moved to approve agenda item 9e as presented. Goetzinger seconded the motion.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Sody Clements
SECONDER:	Steven J. Goetzinger
AYES:	Clements, Goetzinger, Hoffman

f. Request to seek bids for WC-1901 2019 GO Bond Issue Water Improvements Waterline along Kelly Avenue and receive and approve plans for the same.

MOTION: Goetzinger moved to approve agenda item 9f as presented. Clements seconded the motion.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Steven J. Goetzinger
SECONDER:	Sody Clements
AYES:	Clements, Goetzinger, Hoffman

g. Christmas Bonuses for City Employees.

MOTION: Clements moved to approve agenda item 9g, $200.00 Christmas Bonuses for City Employees, as presented. Goetzinger seconded the motion.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Sody Clements
SECONDER:	Steven J. Goetzinger
AYES:	Clements, Goetzinger, Hoffman

h. Employee premium pay from available American Rescue Plan Act and other funds.

MOTION: Goetzinger moved to approve agenda item 9h, $1,000.00 premium pay from available American Rescue Plan Act and other funds, as presented. Clements seconded the motion.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Steven J. Goetzinger
SECONDER:	Sody Clements
AYES:	Clements, Goetzinger, Hoffman

10. Adjournment

MOTION: There being no further business, Clements moved to adjourn the meeting. Goetzinger seconded the motion.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Sody Clements
SECONDER:	Steven J. Goetzinger
AYES:	Clements, Goetzinger, Hoffman

____
Mayor
City of Nichols Hills, Oklahoma

____
City Manager
City of Nichols Hills, Oklahoma

____
City Clerk
City of Nichols Hills, Oklahoma

MINUTES

Special Meeting of the
Nichols Hills City Council
Tuesday, November 23, 2021 at 10:30 AM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

Original agenda filed in the Office of the City Clerk at 10:22 AM on the 19th day of November, 2021.

1. Call to Order

2. Roll Call

Attendee Name	Title	Status	Arrived
Sody Clements		Present	
Steven J. Goetzinger		Present	
E. Peter Hoffman		Present	

3. Citizens Desiring to be heard

The purpose of this time is to allow members of the public to speak to the City Council on any matter that is not otherwise set for consideration on this Agenda.

No one expressed a desire to be heard.

4. Items for Separate Vote - General

Consideration of adoption, approval, acceptance, rejection, amendment, and/or postponement of the following:

a. Request from Allied Arts to install 100 banners in recognition of Allied Arts Month. Banners will be displayed within the City of Nichols Hills between February 1, 2022 and February 14, 2022.

Mr. Joseph Messick presented the proposed banners to the City Council members.

MOTION: Goetzinger moved to approve agenda item 4a as presented. Clements seconded the motion.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Steven J. Goetzinger
SECONDER:	Sody Clements
AYES:	Clements, Goetzinger, Hoffman

b. Request to seek bids for Love Family Park and receive and approve plans for the same.

No action taken.

5. Adjournment

MOTION: There being no further business, Clements moved to adjourn the meeting. Goetzinger seconded the motion.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Sody Clements
SECONDER:	Steven J. Goetzinger
AYES:	Clements, Goetzinger, Hoffman

Mayor
City of Nichols Hills, Oklahoma

City Manager
City of Nichols Hills, Oklahoma

City Clerk
City of Nichols Hills, Oklahoma

NICHOLS HILLS POLICE DEPARTMENT MONTHLY REPORT NOVEMBER 2021

On November 2nd at approximately 4:05 a.m., Officer Whitinger was on routine patrol when he observed a vehicle turn north onto the 6400 block of Centennial Court. This was suspicious based on the time of day and the recent overnight burglaries that have occurred in that area. He observed the vehicle's third brake light was defective, so he initiated a traffic stop. When he contacted the driver, he noted that he recognized the individual from a previous traffic stop and arrest. The driver stated she did not have her driver's license or insurance verification. Dispatch was able to confirm that her license was suspended, and the vehicle did not have insurance. Dispatch informed Officer Whitinger that the driver had 2 municipal warrants and numerous previous citations from Nichols Hills. Officers noticed her pants appeared abnormal and asked the driver if she had anything on her she shouldn't. She stated she had drug paraphernalia in her pants. She was concealing a glass light bulb with a white powdery substance that later tested positive for Methamphetamine. Agnes High was charged with Possession of Controlled Dangerous Substance-Methamphetamine, Possession of Drug Paraphernalia, and Driving Under Suspension.

On November 5th, officers received a report of a hit and run accident that occurred in the Trader Joe's parking lot. The victim tried to catch up to the suspect vehicle but was unable to due to the congested traffic. The victim was able to provide a tag number for the suspect vehicle. Detective Ridgeway was able to determine the suspect vehicle had been picked up by our tag reader system multiple times. Detective Ridgeway responded to the address of the registered owner. He was able to locate the suspect vehicle and confirmed the damage present to be consistent with the damage that occurred during the accident. Detective Ridgeway was able to make contact with the driver, who stated they were not aware that they had struck the victim's vehicle. The suspect showed proof of insurance but with coverage dates after the accident. The suspect stated they did not know the insurance was canceled at the time of the accident but offered to pay for the damages to the victim's vehicle.

At least 7 automobile burglaries were reported in November.

In the month of November officers made 2 District Court level arrests.

Officers were dispatched to 49 residential alarm calls and 10 business alarm calls in November. The department responded to 16 suspicious vehicle calls, 8 suspicious subject calls, and 7 suspicious activity calls. Officers responded to 9 motorist assist calls and 13 citizen assist calls. Officers conducted 114 business checks and 14 check the welfare calls. Officers were requested to assist other agencies a total of 6 times. Officers performed 215 house checks this month. Officers responded to 15 parking complaints. There were 119 traffic stops with 73 citations and 55 written warnings issued in November. Animal Control/Code Enforcement issued 0 citations. Officers worked 4 traffic accidents on city streets. Officers completed 23 offense reports.

Respectfully,

Chief Steven Cox

Nichols Hills Police Department
6407 Avondale Drive Nichols Hills, OK 73116
(405) 843-5672

ODIS Summary Report From 11/01/2021 - 11/30/2021

Booking Summary Report

Booking Record

Inmate Booked	**0**	**Inmate Released**	**0**
Male	0	Male	0
Female	0	Female	0
Unknown	0	Unknown	0

Federal Inmate Booked 0
Federal Inmate Released 0

Booking Officer	Arresting Officer	Releasing Officer
No records found.	No records found.	No records found.

Incident Summary Report

Incident Record

Incident Report Filed	**23**
Sensitive Report	0
Classified Report	0
Report Approved	23

Offense Summary

Total	Offense (IBR)
1	Burglary/Breaking and Entering
5	Burglary/Larceny/Theft - From Motor Vehicle
2	Counterfeiting/Forgery
2	Driving Under the Influence
1	Drug/Narcotics - Equipment Violations
1	Drug/Narcotics - Violations - Marijuana
1	Drug/Narcotics - Violations - Synthetic Narcotics - Manufatured Narcotics Which Can Cause True Drug Addiction (Demerol, Methadones)
1	Larceny/Theft - All Other
2	Larceny/Theft - Of Motor Vehicle Parts or Accessories
2	Other Offenses - Non traffic
2	Public Peace - Found Property
2	Public Peace - Other
1	Stolen Vehicle/Motor Vehicle Theft
1	Traffic - Direct Traffic
9	Traffic - Impounds
2	Traffic - Other
1	Vandalism/Destruction/Damage of Property
36	GRAND TOTAL

Originating Officer Report

Total	Originating Officer
3	EISCHEID, DAVID
4	GREENWOOD, TAYLOR

2	HALL, ELLA
2	LASTER, ADAM
2	MCGINLEY, JAMES
3	MCHENRY, JARRED
3	PUCKETT, MICHAEL
4	WHITINGER, PHILIP
23	GRAND TOTAL

Total Report Filed 23
Total Reports Assigned to Detective 23
Total Reports Un-Assigned 0

Report Assigned To	Total	Open	Closed
RIDGEWAY, BRANDON	23	8	15
GRAND TOTAL	23	8	15

Case Closed Detail

Closed By	Total
Cleared - By Arrest	4
Cleared - Declined	1
Deactivated by Investigator After Follow-Up	7
Unsolved	3

Total Report Filed 23
Total Open Cases 8
Total Closed Cases 15

Cleared By	Total
Cleared - By Arrest	4
Cleared - Declined	1
Deactivated by Investigator After Follow-Up	7
Unsolved	3
GRAND TOTAL	15

Citation Summary Report

Ciation Record

Citation Filed (Exclude Warining) 55
Citation Warning Filed 73

Officer Violation Report (Include Warning Citation)

Officer Name	Violation	Total	Total Amount
DUEHNING, LARRY (4)	FOLLOWING TOO CLOSELY	1	$110.00
	SPEED IN EXCESS	3	$315.00
EDWARDS, BRANDON (20)	DEFECTIVE EQUIPMENT	1	$110.00
	DRIVING WHILE SUSPENDED	1	$260.00
	EXPIRED DRIVERS LICENSE	1	$100.00
	EXPIRED LICENSE PLATE	1	$100.00
	NO LICENSE IN POSSESSION	1	$120.00
	OPERATING CONTRARY TO RESTRICTIONS	1	$260.00
	OPERATING WITHOUT BEING LICENSED	1	$260.00
	SPEED IN EXCESS	12	$1,260.00
	TRANSPORTING OPEN CONTAINER OF INTOX BEVERAGE	1	$260.00
EISCHEID, DAVID (11)	DEFECTIVE LIGHTS ALL OTHERS	3	$330.00
	DRIVING WHILE SUSPENDED	1	$260.00
	EXPIRED LICENSE PLATE	2	$200.00
	FAILURE TO DIM LIGHTS	1	$110.00
	IMPROPER LEFT TURN	1	$110.00

	IMPROPER LIGHTS	1	$110.00
	SPEED IN EXCESS	2	$210.00
GREENWOOD, TAYLOR (2)	DEFECTIVE LIGHTS ALL OTHERS	2	$220.00
HALL, ELLA (17)	DISOBEYING STOP SIGN	1	$110.00
	DISOBEYING TRAFFIC CONTROL LIGHT	1	$110.00
	DISOBEYING TRAFFIC DEVICE OTHER	1	$110.00
	EXPIRED LICENSE PLATE	3	$300.00
	FAILURE TO SIGNAL INTENT	1	$110.00
	FAILURE TO YIELD FROM STOP SIGN	1	$110.00
	NO SECURITY VERIFICATION	1	$260.00
	OPERATING WITHOUT BEING LICENSED	3	$780.00
	SPEED GREATER THAN PROPER	1	$105.00
	SPEED IN EXCESS	4	$420.00
LASTER, ADAM (15)	DEFECTIVE EQUIPMENT	1	$110.00
	DEFECTIVE LIGHTS ALL OTHERS	3	$330.00
	DRIVING WHILE SUSPENDED	1	$260.00
	EXPIRED LICENSE PLATE	4	$400.00
	NO LICENSE IN POSSESSION	3	$360.00
	OPERATING WITHOUT BEING LICENSED	1	$260.00
	SPEEDING RADAR CHECKED	2	$373.00
MCHENRY, JARRED (10)	DEFECTIVE EQUIPMENT	2	$220.00
	DRIVING WHILE SUSPENDED	1	$260.00
	EXPIRED DRIVERS LICENSE	1	$100.00
	EXPIRED LICENSE PLATE	2	$200.00
	IMPROPER TAG DISPLAY	1	$100.00
	NO SECURITY VERIFICATION	1	$260.00
	NON-USE OF SEAT BELTS	1	$20.00
	SPEED IN EXCESS	1	$105.00
PUCKETT, MICHAEL (4)	EXPIRED DRIVERS LICENSE	1	$100.00
	EXPIRED LICENSE PLATE	3	$300.00
VOYLES, MATTHEW (3)	DEFECTIVE LIGHTS ALL OTHERS	1	$110.00
	DISOBEYING STOP SIGN	2	$220.00
WHITINGER, PHILIP (42)	ATTEMPTING TO ELUDE	1	$260.00
	DEFECTIVE LIGHTS ALL OTHERS	11	$1,210.00
	DRIVING WHILE SUSPENDED	4	$1,040.00
	EXPIRED DRIVERS LICENSE	1	$100.00
	EXPIRED LICENSE PLATE	6	$600.00
	FAILURE TO DIM LIGHTS	2	$220.00
	NO SECURITY VERIFICATION	10	$2,600.00
	OPERATING WITHOUT BEING LICENSED	3	$780.00
	SPEED IN EXCESS	4	$420.00
GRAND TOTAL		128	$18,438.00

Citation Payment Method Summary

Total Cash	$0.00
Total Checks	$0.00
Total Credit Cards	$0.00
Total Money Orders	$0.00
Total Other	$0.00
Grand Total	**$0.00**

Warrant Summary Report

Warrant Record

Warrant Issued	0
Warrant Served	0
Warrant Recalled	0

Warrant Issued

No records found.

Warrant Served

No records found.

Warrant Recalled

No records found.

Warrant Payment Method Summary

Total Cash	$0.00
Total Checks	$0.00
Total Credit Cards	$0.00
Total Money Orders	$0.00
Total Other	$0.00
Grand Total	**$0.00**

Protective Order Summary Report

Protective Order Record

Protective Order Issued - Non Emergency	0
Protective Order Issued - Emergency	0

Civil Process Summary Report

Civil Process Record

Civil Process Issued	0

Group By Process Type

No records found.

Group By Court Type

No records found.

Field Interview Summary Report

Field Interview Record

Field Interview Issued	0

Group By Interviewed Officer

No records found.

Accident / Collision Summary Report

Accident Record

Accident / Collision Record	4
Accident / Collision with DUI	0
Accident / Collision with Hit & Run	0
Accident / Collision with Fatality	0

Radio Log Summary Report

Radio Log Record

Radio Log Record 1,565

Group By Call Type

Total	Initial Call Type
2	9-1-1 Hangup
2	9-1-1 Open Line
2	Accident - Hit and Run
5	Accident - Property Damage
3	Accident - With Injury
10	Alarm Business
49	Alarm Residential
20	Animal Control - Animal at Large / Nuisance
1	Animal Control - Code Enforcement / Violation
13	Assist - Citizen
9	Assist - Motorist
5	Assist - Other City Department
6	Assist - Outside Agency
1	Attempted Theft of a Motor Vehicle
10	Broadcast - General Information
2	Burglary - Residential
114	Business Check
4	Check Solicitor
14	Check The Welfare
1	Court - Bailiff
1	Deliver Council Packets
213	Dispatch - Informational
215	Ending Mileage
5	Extra Watch
16	Fire Department - Automatic Alarm
23	Fire Department - Medical Call
14	Fire Department - Mutual Aid
2	Fire Department - Odor Investigation
1	Fire Department - Other Fire
8	Fire Department - Service Call
2	Fire Department - Smoke Investigation
6	Follow-up
4	Found Property
2	Fraud
215	House Check
1	Larceny/Theft - All Other
10	Larceny/Theft - From a Motor Vehicle
1	Larceny/Theft - Motor Vehicle Parts or Accessories
9	Miscellaneous - Other
1	Motor Vehicle Theft
2	Noise Complaint
8	Officer out of the car
20	Open Door - Residence
10	Ordinance Violation
10	Out at the Station
1	Out at the Station for Equipment

Group By Final Type

Total	Final Call Type
1,565	
1,565	GRAND TOTAL

13	Out at the Station for Report
4	Out of district
15	Parking Complaint
12	Public Works Call
11	Receive Information
1	Reckless Driver
1	Recovery of Stolen Vehicle
3	Release Property
2	Remove Debris from Roadway
1	Return to the station
3	Signal 13 - Meal Beak
11	Special Assignment
212	Starting Mileage - In Service
7	Suspicious Activity
8	Suspicious Subject
16	Suspicious Vehicle
2	Traffic Arrest
1	Traffic Hazard
119	Traffic Stop
5	Training
1	Vehicle Impoundment
22	Vehicle Maintenance
17	Vehicle Registration/Stolen Check [10-28/10-29]
5	Vehicle Release
1,565	GRAND TOTAL

MUNICIPAL COURT REPORT - FILED CASES

NICHOLS HILLS MUNICIPAL COURT Page: 1

Report For November 1, 2021 Thru November 30, 2021 FILEDST

Violations by Filed Date...

Police Department	79	
Code Enforcement	70	
MUNICIPAL COURT	25	
TRANSFERRED OUT	0	
Total Filed Violations		174

Completed Cases...

Paid Fine...

Police Department	35	
Code Enforcement	1	
MUNICIPAL COURT	2	
TRANSFERRED OUT	5	
Total Paid Fines		43
Total Completed		43

Other Completed...

Dismissed by Judge

Police Department	8	
Code Enforcement	0	
MUNICIPAL COURT	1	
TRANSFERRED OUT	0	
Total		9

Dismissed - COMPLIANCE

Police Department	8	
Code Enforcement	0	
MUNICIPAL COURT	0	
TRANSFERRED OUT	0	
Total		8
Total Other Completed		17
Grand Total Completed		60
Net Difference Filed/Complete		114

Warrants...

Issued...

Police Department	40	
Code Enforcement	0	
MUNICIPAL COURT	17	
TRANSFERRED OUT	0	
Total Violations		57

Total Warrants Issued		57
Cleared...		
Police Department	9	
Code Enforcement	0	
MUNICIPAL COURT	4	
TRANSFERRED OUT	2	
Total Violations		15
Total Warrants Cleared		16
Change in Total Warrants		41

FINE FINE	$4,350.23
CLEET7 CLEET STATE OF OK. 2017	$270.00
AFIS17 AFIS 2017	$270.00
FS17 FORENSIC SCIENCE 2017	$270.00
LATE LATE FEE	$145.50
DRUGED DRUG EDUCATION FEE	$5.00
AMS COLLECTION AGENCY	$248.04
FTA FAILURE TO APPEAR	$658.28
Total Fees/Fines Paid	$6,217.05

Nichols Hills Fire Department

November 2021 Monthly Report

November was a busy month around the fire station. We continue to monitor the work that has begun on the fire station addition along with attending weekly update meetings with Jenco and FSB. We received our new LifePak 15 cardiac heart monitor that was purchased as a CIP item. Four new sets of bunker gear were ordered to replace their current gear that will be expiring soon. COVID-19 boosters were offered and administered to City employees. Sutphen fire truck manufacture brought a demo fire truck by for shift personnel to look at. T-31 was loaded on a flatbed truck and shipped back to the Sutphen plant in Ohio for repairs that were sustained in a traffic accident in October. Blue shift attended the Nichols Hills Plaza community event where they gave hands on training to the public on how to operate a fire extinguisher. Thank you to Edmond Fire Department for allowing us to use their prop. Green shift hosted a station tour for a local cub scout troop. One final life and safety inspection was completed on a new business that is coming to the plaza.

The department responded to 66 calls in the month of November. Below is a breakdown of call types and wards.

Fire – 2	Ward 1 – 30%
EMS – 21	Ward 2 – 20%
Hazardous Conditions – 5	Ward 3 – 26%
Service Calls – 22	The Village – 23%
False Calls - 16	OKC – 2%

Training in November consisted of numerous topics. Promotional self-study has started for a few members who will be testing for a Fire Lieutenant’s position that will need filled in January. All three shifts attended in-service training on the new Lifepak 15 that was instructed by EMSA. Our annual Hazardous Material Operations level refresher class was hosted this year by The Village Fire Department. All three shifts attended the 8-hour refresher training that was instructed by Oklahoma State Fire Service Training. Shift training continued covering topics from leadership, Blue Card Command, advanced EMS medications, fire truck pumping, technical rescue equipment and fire detection systems. Two out of department training classes were attended. Lt. Lance Burchett attended a 3-day child safety seat installation certification class in Guthrie, OK. Driver Colton Sanderson attended a 2-day NIMS-400 (National Incident Management Systems) training in Guthrie, OK.

Fire Chief,

Kevin Boydston

DEPARTMENT OF ENVIRONMENTAL QUALITY

MONTHLY OPERATIONAL REPORT
GROUND WATER SYSTEMS

City of Nichols Hills	1009 N.W. 75th street	Nichols Hills	OK	731
SYSTEM NAME	ADDRESS	CITY	STATE	ZIP

PWS ID 2005501 POPULATION SERVED 4020 MONTH Oct 21 Thru Nov20 20

DATE	WATER PUMPED 1,000 GALLONS PER DAY	CHEMICALS USED / CHLORINE AND RESIDUALS					thru						TOTAL ALK.	Ph	STAB-ILITY	Fluori
		lbs	SERIES 1		SERIES 2		NO. WELLS IN USE	TOTAL HOURS IN USE	STATIC LEVEL		PUMPING LEVEL					
			PLT	DIST	PLT	DIST			WELL NO.	FT.	WELL NO.	FT.				
21	1,434,030	7.0	0.24	0.39	0.41	0.39	7	158.4								
22	1,496,944	7.0	0.24	0.41	0.39	0.41	7	168.0								
23	1,409,750	7.0	0.41	0.31	0.41	0.38	7	158.9					166.0	8.01	1	0.
24	1,298,900	7.0	0.44	0.37	0.44	0.35	6	144.0								
25	1,326,140	7.0	0.20	0.40	0.42	0.40	6	144.0								
26	1,524,862	7.0	0.22	0.44	0.28	0.44	7	168.0								
27	1,481,183	7.0	0.30	0.44	0.23	0.44	7	162.6								
28	1,365,859	7.0	0.31	0.45	0.55	0.45	7	153.4								
29	864,870	7.0	0.27	0.36	0.46	0.36	7	98.2								
30	1,524,960	7.0	0.25	0.23	0.39	0.23	7	168.0								
31	1,265,760	7.0	0.20	0.26	0.47	0.26	6	144.0								
1	1,043,380	7.0	0.20	0.34	0.21	0.34	6	144.0								
2	1,042,580	7.0	0.33	0.26	0.33	0.31	6	144.0								
3	696,784	7.0	0.68	0.56	0.80	0.56	6	95.0								
4	1,043,380	7.0	0.94	0.60	0.72	0.60	6	144.0								
5	1,043,980	7.0	0.45	0.50	0.55	0.50	6	144.0								
6	1,044,280	7.0	0.35	0.54	0.45	0.54	6	144.0								
7	1,049,380	7.0	0.37	0.38	0.35	0.38	6	144.0								
8	944,938	7.0	0.32	0.46	0.65	0.46	6	131.9								
9	715,440	7.0	0.50	0.62	0.52	0.62	6	99.4								
10	994,748	7.0	0.55	0.48	0.55	0.50	6	137.9								
11	1,052,480	7.0	0.58	0.57	0.58	0.55	6	144.0								
12	1,052,580	7.0	0.36	0.41	0.38	0.41	6	144.0								
13	994,180	7.0	0.47	0.33	0.47	0.39	6	127.3								
14	1,051,380	7.0	0.44	0.40	0.44	0.41	6	144.0								
15	938,742	7.0	0.32	0.47	0.53	0.47	6	132.3								
16	838,480	7.0	0.35	0.44	0.29	0.44	7	112.0								
17	1,278,920	7.0	0.34	0.30	0.25	0.30	8	179.5								
18	1,287,020	7.0	0.44	0.35	0.44	0.48	8	172.0								
19	1,299,034	7.0	0.37	0.48	0.41	0.48	8	183.1								
20	1,339,642	7.0	0.40	0.33	0.40	0.35	8	188.0								
TOTAL	35,744,606	217					7	4521								
AVG.	1,153,052	7						145.9								

POWER COST	$8,231.03
LABOR COST	$10,776.36
CHEMICAL COST	$195.30
REPAIR COST	$0.00
WATER COST	$0.00
TOTAL COST	$19,202.69
COST/MILLION GAL.	537.22

BACT SAMPLES SUBMITTED DURING THE MO.

(1) NUMBER SAFE	4
(2) NUMBER UNSAFE	0
(3) NUMBER CHECK SAMPLES	4

I hereby certify the above to be correct to the best of my knowledge.

Signed

Title Chief Well Operator

Oper. Cert. No. 13524 102329.0

Mail original before the 10th of the follow month to:
Department of Environmental Quality
Water Quality Division
PO Box 1677
Oklahoma City, OK 73101-1677

PUBLIC WORKS
WATER PRODUCTION REPORT

November-21

Water Produced	35,744,606
Water sold	34,741,233
Water used in the City Parks	656,306
Water flushed for Bond Projects & by Contractors	19,000
Fire Department usage - est.	18,000
City Facilities	70,578
Water unaccounted for	239,489
% water loss for the month	0.7%
Avg. water loss/ for the last 12 months	5.5%

WATER PUMPED
Nov-21

WELL	Arsenic ppb	G.P.M.	Gallons Pumped	Electrical Cost Per Thousand Gallons
2	0.000	138	5,442,690	$0.17
5	0.000	125	4,991,750	$0.26
8	0.000	98	3,939,059	$0.15
12	0.000	84	3,217,860	$0.22
21	0.009	110	1,781,560	$0.07
23	0.000	181	6,863,920	$0.33
25	0.006	#DIV/0!	4,334,625	$0.33
Total			30,571,464	

Blended arsneic level 0.00 ppb
Energy costs per 1000 gals $0.03
Contractor Usage 19,000

WATER PUMPED
LAST FIVE YEARS:

Nov-20	27,793,903
Nov-19	17,222,355
Nov-18	32,350,832
Nov-17	39,350,832
Nov-16	44,706,200

David White

PUBLIC WORKS
LINE MAINTENANCE REPORT
2021

Water Main Breaks/Water leak repairs

	DATE	ADDRESS	MANHOURS
		TOTAL hrs.	0.0

Sewer Main Blocks/ PM
Preventative Maintenance

DATE	ADDRESS Man hole number	MANHOURS	
11/30/2021	1315 Glenwood	2.0	
	TOTAL hrs	2.0	

BUILDING PERMIT NOVEMBER 2021

Project ID	Project Type	Name	Property	Issued Date	Square Footage	Valuation
156518	FENCE-RES	FENCE 4 LESS	1527 CAMDEN	11/4/2021		$ 12,843.00
156520	CURB	SPM SERIVCES LLC	6700 GRAND	11/4/2021		
156525	ROOF-RES	BUILD STAR ROOFING	1713 KINGSBURY	11/5/2021		$ 20,000.00
156537	BR-ACC	PATNODE MASONRY	1225 GLENBROOK	11/8/2021		$ 15,000.00
156544	FENCE-RES	STALKER CO LLC	1209 LARCHMONT	11/9/2021		
156549	CURB	OKIE CONSTRUCTION INC.	1923 HUNTINGTON	11/9/2021		
156553	FENCE-RES	PREFERRED FENCE SOLUTIONS INC	6416 GRAND	11/10/2021		$ 5,700.00
156554	CURB	AGS CONCRETE LLC	6404 BRIARWOOD	11/10/2021		
156573	ROOF-RES	1ST PRIORITY ROOFING	1836 WESTMINSTER	11/17/2021		$ 11,787.00
156574	FENCE-RES	FIVE STAR FENCE CO	1608 CAMDEN	11/18/2021		$ 4,900.00
156575	FENCE-RES	FIVE STAR FENCE CO	1811 DRAKESTONE	11/18/2021		$ 3,000.00
156576	DEMO-RES	K&M WRECKING	1400 CAMDEN	11/18/2021		
156578	FENCE-RES	MAJESTIC CONSTRUCTION LLC	1710 ELMHURST	11/18/2021		$ 18,000.00
156579	BR-ADD	KENT HOFFMAN CONSTRUCTION	7304 LANCET	11/18/2021		$ 100,000.00
156580	POOL	ROYAL POOLS, INC	6618 HILLCREST	11/18/2021		$ 50,000.00
156582	BR-ACC	AIM HOME REMODELING	1616 BEDFORD	11/18/2021		$ 17,000.00
156583	BR-REM	GUMMERSON BLAKE	1611 PENNINGTON	11/19/2021		$ 150,000.00
156584	BR-REM	MAJESTIC CONSTRUCTION LLC	1710 ELMHURST	11/19/2021		$ 7,000.00
156585	BR-ADD	ROSEWOOD BUILDING COMPANY LLC	1716 ELMHURST	11/19/2021		$ 250,000.00
156587	BR-REM	COE CONTRACTING INC	6433 GRANDMARK	11/19/2021		$ 865,000.00
156588	BR-ADD	MILLARD CONSTRUCTING LLC	1418 SHERWOOD	11/19/2021		$ 10,000.00
156590	ROOF-RES	STALKER CO LLC	6621 HILLCREST	11/19/2021		
156592	CURB	CONCRETE PLUS INC	7009 TRENTON	11/22/2021		
156597	CURB	GARDNER CONCRETE	1713 DRAKESTONE	11/23/2021		
156603	ROOF-RES	SONWARD CONSTRUCTION & ROOFING	1228 SHERWOOD	11/30/2021		$ 28,000.00

Aaron Buckman

From:	Sherry Dickson <sdickson@nicholshills.net>
Sent:	Wednesday, December 1, 2021 11:02 AM
To:	'Randell Lawrence'
Cc:	'Aaron Buckman'
Subject:	November 2021 Consumption

The consumption for November, 2021 was:

Residential	32,466,334
Parks	656,306
Commercial	2,274,899
City Buildings	70,578

Total Consumption 35,468,117

Thanks,
Sherry

Aaron Buckman

From: Walt Gibson <wgibson@nicholshills.net>
Sent: Tuesday, November 30, 2021 1:09 PM
To: Aaron Buckman
Cc: Dillion Thompson
Subject: Nov. 2021 Code report

Date 11/1/21 - 11/5/21

Address			
1704 Drakestone	Tracking mud	Called contractor	Closed
1717 Windsor	Fence	Contacted owner	Open
1811 Drakestone	Fence	Contacted owner	Open
1806 Glenbrook terr.	Tracking mud	Called contractor	Closed
1717 Coventry	Property maintenance	Ticketed	Closed
1804 Drakestone	Fence	Left notice	Closed
1836 Westminster	No Roof permit	Shut down/ Getting permit	Closed
1733 NW 63rd	Tall grass	Left notice	Closed

Date 11/8/21 - 11/12/21

Address			
1313 Glenwood	Erosion Control Not installed properly	Talked to resident	Closed
1717 Coventry	Property Maintenance	Ticketed	Closed
6401 Lenox	Tall Grass	Left notice	Closed
1600 Dorchester	Blowing leaves in street	Stoped Crew	Closed
6600 Grand	Tracking mud	Called contractor	Closed

Date 11/15/21 - 11/19/21

Address			
1109 Hemstead	Messy Jobsite	Cleaned up	Closed
1123 Hemstead	Full Dumpster	Called contractor	Closed

6407 Avondale	Full Dumpster	Called contractor	Closed
1729 NW 63rd	Tall Grass	Left notice	Open
1115 Drakestone	Parking on grass	Left notice	Open
1836 Westminster	Roof permit	1st priority roofing	Closed
1601 Queenstown	tracked mud	Called contractor	Closed

Date 11/22/21 - 11/26/21

Address

OFF / THANKSGIVING WEEK

Risk Manager Report November 2021

There were no injuries this month.

There were two drug screens this month. One fire fighter and one public works employee were tested.

Safety training for Public Works was with the water/sewer employees alongside of Kip Pritchard and Will Shepard from OMAG. We discussed opportunities for free use of sewer equipment and other sewer programs and grants through OMAG. Some of the grants available are: Sanitary Sewer Root Control Grant program, Safety Equipment Grant, Sanitary Sewer Equipment Purchase Grant, Sanitary Sewer Backflow Prevention Remediation Grant, and the SL-RAT (Sewer Line Rapid Assessment Tool) which detects conditions in gravity-fed sewer lines. We are planning on utilizing some of these free or matching services at the beginning of the year.

Park inspections were conducted on Woods, Kite and Davis Park. No issues found.

Envirotyze/OCD Specialists conducted a full disinfectant spray at both locations this month. We scheduled this service every six weeks to keep employees and visitors as healthy as possible inside our buildings. This service not only helps with COVID-19 infections but seasonal viruses such as flu.

COVID-19 vaccine booster shots were administered to those interested this month. Approximately 35 employees and family members received a booster.

An accident board meeting was scheduled for the fire fighter driver who was involved in the traffic accident while responding to an emergency call last month. The board determined that the accident was not the firefighter's fault but the fault of the other driver. The police report also confirmed this determination. An insurance claim was opened, and an investigation is ongoing. Engine 31 was transported to Ohio for repairs. Early damage estimate is $66,821.00. This estimate is only based on initial evaluation from pictures and documents. We received a check from OMAG for $62,355.98 but expect a change in price which will reflect a supplement payment. When the claim is final, OMAG will attempt to subrogate the claim to the other driver's insurance to get reimbursed.

I filed an insurance claim on a sanitation truck that was damaged on the front hood and bumper. The damage is estimated at $5,000. We are waiting on the insurance adjustor to inspect the damage.

The annual Christmas luncheon has been planned for Wednesday December 15, 2021, at All Souls Episcopal Church. Catering will be from Café 7. Safety awards and door prizes have been ordered.

STATUS: All
CONFIDENTIALS PRINTED: NO
RANGE OF START DATES: 11/01/2021 THRU 11/30/2021
TRANSFERS IN: NO
LAST BILL DATE: 0/00/0000 THRU 99/99/9999
PRINT MAILING ADDR.: NO

4.f.a

ACCOUNT NUMBER	NAME	CLASS	SERVICE ADDRESS	STATUS	DATE OF SERVICE	ER?
01-00464-02	E - 6704 LLC	RES	6704 AVONDALE	ACTIVE	11/19/2021	
01-00716-02	I - BURRIS, ROSALEE	RES	1201 GLENBROOK	ACTIVE	11/01/2021	
01-00519-01	I - FARBER, MATTHEW	RES	1501 WILSHIRE	ACTIVE	11/24/2021	
01-00312-18	I - GIBSON, JOHN R	RES	1210 WILSHIRE	ACTIVE	11/05/2021	
02-00809-04	I - KNIGHT, SODDEE	RES	1726 WESTMINSTER	ACTIVE	11/15/2021	
04-00017-05	I - MADDY, BRIAN L	RES	1114 SHERWOOD B-1	ACTIVE	11/04/2021	
02-00861-26	I - MCLANAHAN, MADISON	RES	1843 WESTMINSTER	ACTIVE	11/01/2021	
02-00022-02	I - STANLEY, EMILY	RES	6404 HILLCREST	ACTIVE	11/09/2021	

** TOTAL PRINTED 8 **

STATUS: All CONFIDENTIALS PRINTED: NO
RANGE OF START DATES: 11/01/2021 THRU 11/30/2021 TRANSFERS IN: NO
LAST BILL DATE: 0/00/0000 THRU 99/99/9999 PRINT MAILING ADDR.: NO

4.f.a

TOTALS BY CUSTOMER CLASS

CLASS	DESCRIPTION	TOTAL
RES	RESIDENTIAL	8
	CLASS TOTAL:	8

TOTALS BY RATE TABLE

SERVICE	RATE	DESCRIPTION	TOTAL

SELECTION CRITERIA

REPORT SELECTIONS:

REPORT SEQUENCE:	Account Name
ACCOUNT STATUS:	All
CUSTOMER CLASS:	All
SERV/TBL:	All
INCLUDE TRANSFER:	NO
INCLUDE CONFIDENTAL:	NO

INFORMATION INCLUDED:

MAILING ADDRES:	NO
COMMENT CODES:	None

CUSTOMER DATES:

START DATE:	11/01/2021 THRU 11/30/2021
LAST BILL DATE:	0/00/0000 THRU 99/99/9999

** END OF REPORT **

CITY OF NICHOLS HILLS
TREASURER'S REPORT - INVESTMENT SCHEDULE
November 30, 2021

MATURITY DATE	DEPOSITORY BANK	COST BASIS	MATURITY VALUE	YIELD TO MATURITY	DAYS INVESTED
Operations					
Operating Acct (Avg Balance)	BancFirst	7,082,045.57	7,082,045.57		
NICHOLS HILLS GENERAL FUND					
04/14/22	Kirkpatrick	600,000.00	600,517.81	0.15%	210
01/13/22	Kirkpatrick	700,000.00	700,612.50	0.15%	217
06/16/22	Kirkpatrick	500,000.00	500,450.00	0.15%	219
12/16/21	FNB of OK	850,000.00	854,049.31	0.70%	245
		2,650,000.00	2,655,629.62		
NICHOLS HILLS GENERAL FUND - CIP					
12/16/21	Kirkpatrick	400,000.00	400,396.16	0.15%	241
06/16/22	Midfirst	425,000.00	425,477.08	0.15%	273
		825,000.00	825,873.24		
NICHOLS HILLS MUNICIPAL AUTHORITY					
04/14/22	Midfirst	400,000.00	400,345.35	0.15%	210
12/16/21	Kirkpatrick	700,000.00	700,693.29	0.15%	241
06/16/22	Kirkpatrick	350,000.00	350,315.00	0.15%	219
		1,450,000.00	1,451,353.64		
NICHOLS HILLS MUNICIPAL AUTHORITY - CIP					
12/16/21	Kirkpatrick	800,000.00	800,792.33	0.15%	241
01/13/22	Kirkpatrick	450,000.00	450,393.75	0.15%	217
		1,250,000.00	1,251,186.08		
SINKING FUND					
06/23/22	Midfirst	246,000.00	246,283.23	0.15%	280
12/23/21	Midfirst	500,000.00	500,345.32	0.10%	252
12/23/21	Midfirst	300,000.00	300,338.49	0.12%	343
06/23/22	Kirkpatrick	500,000.00	501,035.62	0.20%	378
		1,546,000.00	1,548,002.66		
PARKS					
04/14/22	Midfirst	570,000.00	570,363.08	0.15%	155
06/16/22	Kirkpatrick	500,000.00	500,450.00	0.15%	219
		1,070,000.00	1,070,813.08		
GENERAL OBLIGATION BOND OF 2020					
12/16/21	Midfirst	720,000.00	720,179.59	0.10%	91
01/13/22	FNB of OK	900,000.00	904,777.50	0.70%	273
04/14/22	FNB of OK	850,000.00	856,016.11	0.70%	364
		2,470,000.00	2,480,973.20		
GENERAL OBLIGATION BOND OF 2021					
01/13/22	Midfirst	1,300,000.00	1,301,492.47	0.12%	349
09/15/22	Midfirst	950,000.00	951,608.49	0.20%	309
06/16/22	Midfirst	875,000.00	875,787.50	0.15%	219
09/15/22	Kirkpatrick	1,200,000.00	1,202,400.00	0.20%	364
06/16/22	FNB of OK	1,000,000.00	1,008,302.78	0.70%	427
04/14/22	FNB of OK	900,000.00	906,370.00	0.70%	364
04/14/22	FNB of OK	700,000.00	704,954.44	0.70%	364
		6,925,000.00	6,950,915.68		

SOURCE	COST	MATURITY	% of Total	Margin
BANCFIRST	7,082,045.57	7,082,045.57	28.03%	146.8%
MIDFIRST BANK	6,286,000.00	6,292,220.60	24.88%	114.0%
FIRST NATIONAL BANK OF OK	5,200,000.00	5,234,470.14	20.58%	114.9%
KIRKPATRICK BANK	6,700,000.00	6,708,056.46	26.52%	139.6%
TOTAL INVESTED	$ 25,268,045.57	$ 25,316,792.77	100.00%	

BALANCE SHEET
AS OF: NOVEMBER 30TH, 2021

4.h.a

01 -General Fund

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
======				
01-00-10050	Cash in Bank - Flex Account	12,169.54		
01-00-10099	Claim on Cash	1,631,984.11		
01-00-10100	Cash - Municipal Court	1,040.22		
01-00-11000	T-Bills and CD's	2,650,000.00		
01-00-11100	Interest Receivables	1,340.16		
01-00-11600	Other Receivables	1,208,449.00		
01-00-11650	Health Ins - Retirees & Cobra	4,231.22		
01-00-11700	Beverage Tax Receivable	1,011.00		
01-00-11800	Sales Tax Receivable	726,980.00		
01-00-11900	Franchise Fee Receivable	47,790.00		
01-00-12000	Utilities Receivable	85,044.81		
01-00-13799	Due To/From Flex Spending	12,918.14		
01-00-13800	Allowance for Court Receivable	(980,064.00)		
01-00-14000	Deposit with Third Party Admin	13,947.00		
			5,416,841.20	
	TOTAL ASSETS			5,416,841.20
				==============
LIABILITIES				
===========				
01-00-30050	Deposit - held for others	7,240.00		
01-00-30090	Due to Collection agency	248.04		
01-00-30099	A/P Due to Pooled Cash	345,369.24		
01-00-30700	Deferred Interest Income	1,542.16		
01-00-32050	Cleet Payable	792.18		
01-00-33300	Deferred Fine Revenue	212,808.00		
01-00-34300	Bonds held in reserve - Banner	13,300.00		
01-00-34325	DEPOSIT-FIRE HYDRANT METERS	1,000.00		
01-00-36000	Unapplied Credit Liab- A/R	139.06		
	TOTAL LIABILITIES		582,438.68	
EQUITY				
======				
01-00-57050	Assigned - Economic Developmen	500,000.00		
01-00-59000	Unassigned Fund Balance	3,902,458.17		
	TOTAL BEGINNING EQUITY	4,402,458.17		
	TOTAL REVENUE	4,734,190.82		
	TOTAL EXPENDITURES	4,302,246.47		
	TOTAL REVENUE OVER/(UNDER) EXPENSES	431,944.35		
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		4,834,402.52	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			5,416,841.20
				==============

Attachment: RG BALANCE SHEET - 4160 1 (5530 : 4 h Finance Director's Report)

BALANCE SHEET

AS OF: NOVEMBER 30TH, 2021

4.h.a

02 -Street & Alley

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
02-00-10099	Claim on Cash	192,658.98		
02-00-14900	Due from other Governments	4,151.00		
			196,809.98	
	TOTAL ASSETS			196,809.98
LIABILITIES				
02-00-30099	A/P Due to Pooled Cash	1,214.62		
	TOTAL LIABILITIES		1,214.62	
EQUITY				
02-00-51090	Restricted Fund Bal-Streets	194,100.44		
02-00-57090	Assigned Fund Balance-Streets	6,180.00		
	TOTAL BEGINNING EQUITY	200,280.44		
	TOTAL REVENUE	16,944.17		
	TOTAL EXPENDITURES	21,629.25		
	TOTAL REVENUE OVER/(UNDER) EXPENSES	(4,685.08)		
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		195,595.36	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			196,809.98

Attachment: RG BALANCE SHEET - 4160 1 (5530 : 4 h Finance Director's Report)

BALANCE SHEET

AS OF: NOVEMBER 30TH, 2021

03 -Designated Fds-Fire & Gen

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
03-00-10099	Claim on Cash	3,062.93		
			3,062.93	
	TOTAL ASSETS			3,062.93
LIABILITIES				
EQUITY				
03-00-51050	Restricted Fund Bal-Donations	3,620.63		
	TOTAL BEGINNING EQUITY	3,620.63		
	TOTAL REVENUE	2.12		
	TOTAL EXPENDITURES	559.82		
	TOTAL REVENUE OVER/(UNDER) EXPENSES	(557.70)		
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		3,062.93	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			3,062.93

4.h.a

BALANCE SHEET
AS OF: NOVEMBER 30TH, 2021

04 -Designated Funds-Police

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
04-00-10099	Claim on Cash	73,425.66		
			73,425.66	
	TOTAL ASSETS			73,425.66
LIABILITIES				
04-00-30099	A/P Due to Pooled Cash	185.00		
	TOTAL LIABILITIES		185.00	
EQUITY				
04-00-51050	Restricted Fund Bal-Donations	67,845.73		
	TOTAL BEGINNING EQUITY	67,845.73		
	TOTAL REVENUE	5,901.51		
	TOTAL EXPENDITURES	506.58		
	TOTAL REVENUE OVER/(UNDER) EXPENSES	5,394.93		
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		73,240.66	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			73,425.66

BALANCE SHEET
AS OF: NOVEMBER 30TH, 2021

4.h.a

05 -Designated Funds-PW

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
05-00-10099	Claim on Cash	2,085.69		
			2,085.69	
	TOTAL ASSETS			2,085.69
LIABILITIES				
EQUITY				
05-00-51050	Restricted Fund Bal-Donations	2,208.89		
	TOTAL BEGINNING EQUITY	2,208.89		
	TOTAL REVENUE	1.39		
	TOTAL EXPENDITURES	124.59		
	TOTAL REVENUE OVER/(UNDER) EXPENSES	(123.20)		
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		2,085.69	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			2,085.69

Attachment: RG BALANCE SHEET - 4160 1 (5530 : 4 h Finance Director's Report)

4.h.a

BALANCE SHEET
AS OF: NOVEMBER 30TH, 2021

06 -Municipal Authority

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
======				
06-00-10099	Claim on Cash	1,048,552.32		
06-00-11000	T-Bills and CD's	1,450,000.00		
06-00-11100	Interest Receivable	206.58		
06-00-12150	Utility Receivable	461,570.23		
06-00-13900	Unbilled Receivable	142,133.00		
06-00-14800	Allowance for Doubtful Account	(26,862.93)		
06-00-14850	Bad Debt Receivable	29,233.63		
06-00-15000	Deferred outflow of resources	123,478.00		
06-00-15500	Deferred OUtflow - OPEB	20,539.00		
06-00-20000	Fixed Assets	43,991,387.03		
06-00-20100	Accumulated Depreciation	(27,319,450.89)		
06-00-21000	Land	207,742.00		
06-00-21500	Construction in Progress	1,112,887.06		
			21,241,415.03	
	TOTAL ASSETS			21,241,415.03
				==============
LIABILITIES				
===========				
06-00-30050	Net pension asset	(93,338.00)		
06-00-30090	Payable - Collection AgencyFee	7,273.94		
06-00-30099	A/P Due to Pooled Cash	127,135.00		
06-00-31800	Comp Absent Payable	4,864.02		
06-00-31890	Compensated Absences - Long Te	43,780.00		
06-00-34000	City of NH - Garbage	85,044.81		
06-00-34100	Unearned Rev (Unapplied Credit	11,080.68		
06-00-34150	Utility Refunds	64.45		
06-00-34500	Due to Tyler Tech (Cr Cd Fees)	981.00		
06-00-34900	Notes Payable - Current Portio	836.00		
06-00-35000	NOTES PAYABLE	16,170.00		
06-00-38000	Deferred inflow of resources	17,536.00		
06-00-38500	Deferred Inflow - OPEB	14,811.00		
06-00-40100	OPEB Liability	96,573.00		
	TOTAL LIABILITIES		332,811.90	
EQUITY				
======				
06-00-50400	Net Investment-Capital Assets	17,975,559.00		
06-00-52090	Unrestricted Fund Balance	2,313,473.33		
	TOTAL BEGINNING EQUITY	20,289,032.33		
	TOTAL REVENUE	2,464,402.86		
	TOTAL EXPENDITURES	1,844,832.06		
	TOTAL REVENUE OVER/(UNDER) EXPENSES	619,570.80		
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		20,908,603.13	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			21,241,415.03
				==============

4.h.a

BALANCE SHEET
AS OF: NOVEMBER 30TH, 2021

07 -General Fund - CIP

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
07-00-10099	Claim on Cash	551,055.42		
07-00-11000	T-Bills and CD's	825,000.00		
07-00-11100	Interest Receivable	351.89		
			1,376,407.31	
	TOTAL ASSETS			1,376,407.31
LIABILITIES				
07-00-30099	A/P Due to Pooled Cash	53,952.88		
07-00-30700	Deferred Interest Income	149.89		
	TOTAL LIABILITIES		54,102.77	
EQUITY				
07-00-57100	Assigned Fund Bal-Capital Imps	37,566.95		
07-00-57102	Assigned FB-CIP-Admin	61,019.92		
07-00-57106	Assigned FB-CIP-Police	252,027.16		
07-00-57107	Assigned FB-CIP-Fire	289,063.57		
07-00-57109	Assigned FB-CIP-Street	103,651.75		
07-00-57110	Assigned FB-CIP-Sanitation	201,617.00		
07-00-57111	Assigned FB-CIP-Parks	145,863.00		
07-00-57114	Assigned FB-CIP-Code	16,360.00		
07-00-57115	Assigned FB-CIP-Risk	9,565.00		
07-00-57116	Assigned FB-CIP-ISM	135,406.98		
	TOTAL BEGINNING EQUITY	1,252,141.33		
	TOTAL REVENUE	238,312.65		
	TOTAL EXPENDITURES	168,149.44		
	TOTAL REVENUE OVER/(UNDER) EXPENSES	70,163.21		
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		1,322,304.54	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			1,376,407.31

BALANCE SHEET
AS OF: NOVEMBER 30TH, 2021

4.h.a

08 -Sinking Fund

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
08-00-10000	Cash - Sinking Fund	32,649.15		
08-00-11000	T-Bills and CD's	1,546,000.00		
08-00-11100	Interest Receivable	543.49		
08-00-14900	Due from other Governments	149,394.00		
			1,728,586.64	
	TOTAL ASSETS			1,728,586.64
LIABILITIES				
08-00-30700	Deferred Interest Income	324.08		
08-00-30701	Deferred Income	111,839.00		
	TOTAL LIABILITIES		112,163.08	
EQUITY				
08-00-51030	Restricted Fund Bal-Debt Srv	1,811,095.87		
08-00-57030	Assigned Fund Bal-Debt Service	170,976.00		
	TOTAL BEGINNING EQUITY	1,982,071.87		
	TOTAL REVENUE	91,193.90		
	TOTAL EXPENDITURES	456,842.21		
	TOTAL REVENUE OVER/(UNDER) EXPENSES	(365,648.31)		
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		1,616,423.56	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			1,728,586.64

4.h.a

BALANCE SHEET
AS OF: NOVEMBER 30TH, 2021

09 -Meter Deposits

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
09-00-10099	Claim on Cash	26,910.00		
			26,910.00	
	TOTAL ASSETS			26,910.00
LIABILITIES				
09-00-36100	Reserve for Meter Deposits	26,910.00		
	TOTAL LIABILITIES		26,910.00	
EQUITY				
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			26,910.00

Attachment: RG BALANCE SHEET - 4160 1 (5530 : 4 h Finance Director's Report)

BALANCE SHEET
AS OF: NOVEMBER 30TH, 2021

4.h.a

10 -911 Fund

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
======				
10-00-10099	Claim on Cash	54,848.36		
10-00-11600	Other Receivables	712.00		
			55,560.36	
	TOTAL ASSETS			55,560.36
				==============
LIABILITIES				
===========				
EQUITY				
======				
10-00-51070	Restricted Fd Bal-Public Safet	51,931.20		
	TOTAL BEGINNING EQUITY	51,931.20		
	TOTAL REVENUE	3,629.16		
	TOTAL REVENUE OVER/(UNDER) EXPENSES	3,629.16		
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		55,560.36	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			55,560.36
				==============

BALANCE SHEET
AS OF: NOVEMBER 30TH, 2021

11 -Impound Fee Police Fund

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
11-00-10099	Claim on Cash	26,199.85		
			26,199.85	
	TOTAL ASSETS			26,199.85
LIABILITIES				
EQUITY				
11-00-51075	Restricted Fd Bal - Police Imp	23,483.95		
	TOTAL BEGINNING EQUITY	23,483.95		
	TOTAL REVENUE	2,715.90		
	TOTAL REVENUE OVER/(UNDER) EXPENSES	2,715.90		
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		26,199.85	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			26,199.85

BALANCE SHEET

AS OF: NOVEMBER 30TH, 2021

13 -Municipal Authority - CIP

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
13-00-10099	Claim on Cash	306,484.20		
13-00-11000	T-Bills and CD's	1,250,000.00		
13-00-11100	Interest Receivable	272.99		
			1,556,757.19	
	TOTAL ASSETS			1,556,757.19
LIABILITIES				
EQUITY				
13-00-57100	Fund Bal-Capital Improvements	1,516,495.15		
	TOTAL BEGINNING EQUITY	1,516,495.15		
	TOTAL REVENUE	40,262.04		
	TOTAL REVENUE OVER/(UNDER) EXPENSES	40,262.04		
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		1,556,757.19	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			1,556,757.19

BALANCE SHEET
AS OF: NOVEMBER 30TH, 2021

4.h.a

14 -Water Impact Fees Fund

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
14-00-10099	Claim on Cash	123,306.97		
			123,306.97	
	TOTAL ASSETS			123,306.97
LIABILITIES				
EQUITY				
14-00-50300	Restricted Fund Balance	116,419.43		
	TOTAL BEGINNING EQUITY	116,419.43		
	TOTAL REVENUE	6,887.54		
	TOTAL REVENUE OVER/(UNDER) EXPENSES	6,887.54		
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		123,306.97	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			123,306.97

BALANCE SHEET
AS OF: NOVEMBER 30TH, 2021

15 -Sewer Impact Fee Fund

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
15-00-10099	Claim on Cash	80,128.16		
			80,128.16	
	TOTAL ASSETS			80,128.16
LIABILITIES				
EQUITY				
15-00-50300	Restricted Fund Balance	77,314.76		
	TOTAL BEGINNING EQUITY	77,314.76		
	TOTAL REVENUE	2,813.40		
	TOTAL REVENUE OVER/(UNDER) EXPENSES	2,813.40		
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		80,128.16	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			80,128.16

BALANCE SHEET
AS OF: NOVEMBER 30TH, 2021

17 -Drainage Fee Fund

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
17-00-10099	Claim on Cash	104,639.25		
17-00-12000	Utility Receivables	5,409.61		
17-00-13900	Unbilled Receivable	1,627.00		
17-00-14850	Bad Debt Receivable	59.38		
			111,735.24	
	TOTAL ASSETS			111,735.24
LIABILITIES				
EQUITY				
17-00-50300	Restricted Fund Balance	90,628.89		
	TOTAL BEGINNING EQUITY	90,628.89		
	TOTAL REVENUE	27,306.35		
	TOTAL EXPENDITURES	6,200.00		
	TOTAL REVENUE OVER/(UNDER) EXPENSES	21,106.35		
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		111,735.24	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			111,735.24

BALANCE SHEET
AS OF: NOVEMBER 30TH, 2021

18 -Health Insurance Fund

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
18-00-10050	Cash - Health Insurance	123,691.65		
			123,691.65	
	TOTAL ASSETS			123,691.65
LIABILITIES				
18-00-30090	Claims Payable	79,545.00		
	TOTAL LIABILITIES		79,545.00	
EQUITY				
18-00-57090	Assigned Fund Balance	(79,491.77)		
	TOTAL BEGINNING EQUITY	(79,491.77)		
	TOTAL REVENUE	1,446,392.69		
	TOTAL EXPENDITURES	1,322,754.27		
	TOTAL REVENUE OVER/(UNDER) EXPENSES	123,638.42		
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		44,146.65	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			123,691.65

BALANCE SHEET
AS OF: NOVEMBER 30TH, 2021

20 -Designated Funds-Parks

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
======				
20-00-10099	Claim on Cash	430,210.70		
20-00-11000	T-Bills and CD's	1,070,000.00		
			1,500,210.70	
	TOTAL ASSETS			1,500,210.70
				==============
LIABILITIES				
===========				
20-00-30099	A/P Due to Pooled Cash	42,500.00		
	TOTAL LIABILITIES		42,500.00	
EQUITY				
======				
	TOTAL REVENUE	1,500,210.70		
	TOTAL EXPENDITURES	42,500.00		
	TOTAL REVENUE OVER/(UNDER) EXPENSES	1,457,710.70		
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		1,457,710.70	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			1,500,210.70
				==============

BALANCE SHEET
AS OF: NOVEMBER 30TH, 2021

80 -General Obligation Bonds

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
80-00-10880	Cash - 2018 GO Bd Series	63,026.21		
80-00-10890	Cash - 2019 GO Bd Series	639,979.51		
80-00-10891	Cash - 2020 GO Bd Series	729,306.53		
80-00-10892	Cash - 2021 GO Bond Series	635,077.57		
80-00-11091	T-Bills and CD's - 2020	2,470,000.00		
80-00-11092	T-bills and CD's - Series 2021	6,925,000.00		
80-00-11189	Interest Rec - 2019 GO Bd Seri	112.40		
80-00-11190	Interest Rec - 2020 GO Bd Seri	1,964.16		
80-00-11191	Interest Rec - 2021 GO Bd Seri	5,739.00		
			11,470,205.38	
	TOTAL ASSETS			11,470,205.38
LIABILITIES				
80-00-30099	A/P Due to Pooled Cash	281,545.89		
80-00-30789	Deferred Int Income - 2019	111.99		
80-00-30790	Deferred Int Income - 2020	1,964.01		
80-00-30791	Deferred Int Income - 2021	5,739.00		
80-00-37176	Retainage Payable	86,700.00		
	TOTAL LIABILITIES		376,060.89	
EQUITY				
80-00-50100	FUND BALANCE	5,609,140.40		
80-00-50186	Fund Balance 2016 GO Bd Series	674,041.64		
80-00-50187	Fund Balance 2017 GO Bd Series	1,800,793.83		
80-00-50188	Fund Balance 2018 GO Bond Seri	2,295,921.45		
80-00-50189	Fund Balance 2019 GO Bd Series	2,986,673.53		
	TOTAL BEGINNING EQUITY	13,366,570.85		
	TOTAL REVENUE	4,966.41		
	TOTAL EXPENDITURES	2,277,392.77		
	TOTAL REVENUE OVER/(UNDER) EXPENSES	(2,272,426.36)		
	TOTAL EQUITY & REV. OVER/(UNDER) EXP.		11,094,144.49	
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			11,470,205.38

4.h.a

BALANCE SHEET
AS OF: NOVEMBER 30TH, 2021

99 -Pooled Cash

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE		
ASSETS				
======				
99-00-10090	Pooled Cash - Meter Deposits	899,552.12		
99-00-10099	Pooled Cash	3,756,000.48		
99-00-12001	Due from General Fund	345,369.24		
99-00-12002	Due from Street & Alley	1,214.62		
99-00-12004	Due from Designated Fds-Police	185.00		
99-00-12006	Due from Municipal Authority	127,135.00		
99-00-12007	Due from GF - CIP	53,952.88		
99-00-12020	Due from Designated Fund-Parks	42,500.00		
99-00-12080	Due from GO Bonds	281,545.89		
			5,507,455.23	
	TOTAL ASSETS			5,507,455.23
LIABILITIES				
===========				
99-00-30099	Accounts Payable	851,902.63		
99-00-37099	Due to other Funds	4,655,552.60		
	TOTAL LIABILITIES		5,507,455.23	
EQUITY				
======				
	TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			5,507,455.23

Attachment: RG BALANCE SHEET - 4160 1 (5530 : 4 h Finance Director's Report)

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

01 -General Fund
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
REVENUE SUMMARY						
Revenues	12,617,942	911,824.85	4,734,190.82	0.00	7,883,750.75	62.48
TOTAL REVENUES	12,617,942	911,824.85	4,734,190.82	0.00	7,883,750.75	62.48
EXPENDITURE SUMMARY						
City Council	784	64.59	326.55	0.00	457.45	58.35
Administration	663,752	49,093.27	297,295.94	0.00	366,455.95	55.21
City Treasurer	1,307	107.65	544.25	0.00	762.75	58.36
City Attorney	200,000	40,665.63	123,652.58	0.00	76,347.42	38.17
Municipal Court	115,216	8,607.75	56,318.42	0.00	58,897.94	51.12
Police Department	2,805,080	222,935.69	1,276,400.08	3,832.41	1,524,847.96	54.36
Fire Department	2,168,719	178,420.74	947,140.02	82.00	1,221,496.75	56.32
City Engineer	80,000	14,627.23	78,377.73	96,557.52	(94,935.25)	118.67-
Street Department	347,414	31,204.22	155,763.52	230.48	191,419.69	55.10
Sanitation	912,252	79,201.36	405,925.74	534.84	505,791.88	55.44
Parks Department	310,980	20,382.45	122,916.35	607.42	187,456.26	60.28
Public Works Admin	237,147	18,871.23	98,450.49	0.00	138,696.91	58.49
General Government	514,466	54,498.30	291,286.31	784,434.28	(561,254.59)	109.09-
Code Department	357,890	28,837.29	154,804.04	0.00	203,085.60	56.75
Risk Manager	189,106	42,833.73	110,894.01	26,164.43	52,047.47	27.52
Information Systems Mgr	449,575	30,593.19	182,150.44	7,072.06	260,352.49	57.91
TOTAL EXPENDITURES	9,353,689	820,944.32	4,302,246.47	919,515.44	4,131,926.68	44.17
REVENUE OVER/(UNDER) EXPENDITURES	3,264,253	90,880.53	431,944.35	(919,515.44)	3,751,824.07	114.94

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

4.h.b

01 -General Fund

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Revenues						
========						
General Sales Tax						
01-00-70250 Sales Tax	4,099,667	426,744.72	2,069,426.45	0.00	2,030,240.55	49.52
01-00-70350 Use Tax Revenue	785,249	67,076.01	320,996.43	0.00	464,252.57	59.12
01-00-70450 Tobacco Tax Revenue	36,804	3,781.64	17,390.25	0.00	19,413.75	52.75
TOTAL General Sales Tax	4,921,720	497,602.37	2,407,813.13	0.00	2,513,906.87	51.08
Miscellaneous Taxes						
01-00-71550 Franchise Tax	313,436	41,177.38	165,433.87	0.00	148,002.13	47.22
TOTAL Miscellaneous Taxes	313,436	41,177.38	165,433.87	0.00	148,002.13	47.22
Licenses and Permits						
01-00-72050 Building Permits	138,131	10,865.50	48,244.30	0.00	89,886.70	65.07
01-00-72075 Plumbing Permits	23,910	6,234.50	23,318.50	0.00	591.50	2.47
01-00-72100 Electrical Permits	21,673	4,090.00	15,385.00	0.00	6,288.00	29.01
01-00-72125 Roof Permits	1,368	230.00	820.00	0.00	548.00	40.06
01-00-72150 Drive/Drain Permits - Tree	7,264	1,040.00	5,325.00	0.00	1,939.00	26.69
01-00-72175 Food Vendor Permits	60	0.00	0.00	0.00	60.00	100.00
01-00-72200 Garage Sale Permits	100	60.00	280.00	0.00	(180.00)	180.00-
01-00-72300 Plumbing Licenses	18,303	1,275.00	12,275.00	0.00	6,028.00	32.93
01-00-72325 Electric Licenses	9,278	725.00	6,350.00	0.00	2,928.00	31.56
01-00-72350 General Contractor Registra	15,580	1,575.00	8,400.00	0.00	7,180.00	46.08
01-00-72355 SUB-CONTRACTOR REGISTRATION	0	150.00	150.00	0.00	(150.00)	0.00
01-00-72400 Alcohol Licenses	15,048	0.00	6,000.00	0.00	9,048.00	60.13
01-00-72800 Dog/Cat Licenses	690	40.00	150.00	0.00	540.00	78.26
TOTAL Licenses and Permits	251,405	26,285.00	126,697.80	0.00	124,707.20	49.60
Intergovernmental						
01-00-73250 Alcohol Tax	9,992	848.43	4,853.76	0.00	5,138.24	51.42
01-00-73500 P.D. Vest Grant	0	0.00	381.50	0.00	(381.50)	0.00
01-00-73900 FEMA Reimbursement	0	0.00	343,896.33	0.00	(343,896.33)	0.00
TOTAL Intergovernmental	9,992	848.43	349,131.59	0.00	(339,139.59)	3,394.11-
Charges for Services						
01-00-74200 Garbage	905,875	78,990.46	394,734.91	0.00	511,140.09	56.43
01-00-74500 Garbage - Commercial	96,578	9,141.62	46,921.86	0.00	49,656.14	51.42
01-00-74700 Solid Waste Fee	5,076	439.67	2,197.16	0.00	2,878.84	56.71
01-00-74850 Ambulance Fees	58,132	5,108.30	25,528.18	0.00	32,603.82	56.09
01-00-74950 Life and Safety	1,091	0.00	277.82	0.00	813.18	74.54
TOTAL Charges for Services	1,066,752	93,680.05	469,659.93	0.00	597,092.07	55.97
Fines & Forfeits						
01-00-76300 Police Fines	80,713	5,208.33	35,940.70	0.00	44,772.30	55.47
TOTAL Fines & Forfeits	80,713	5,208.33	35,940.70	0.00	44,772.30	55.47

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

01 -General Fund

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Investment Earnings						
01-00-78500 Interest Income	3,871	304.78	1,381.94	0.00	2,489.06	64.30
TOTAL Investment Earnings	3,871	304.78	1,381.94	0.00	2,489.06	64.30
Miscellaneous Revenue						
01-00-79500 Leases	260,187	0.00	180,960.14	0.00	79,226.86	30.45
01-00-79550 Misc. Income	42,799	63,752.71	82,661.94	0.00	(39,862.94)	93.14-
01-00-79575 Royalty Revenue	0	118.80	274.78	0.00	(274.78)	0.00
TOTAL Miscellaneous Revenue	302,986	63,871.51	263,896.86	0.00	39,089.14	12.90
Fund Balance Carryover						
01-00-79800 Carryover	3,472,895	0.00	0.00	0.00	3,472,894.57	100.00
TOTAL Fund Balance Carryover	3,472,895	0.00	0.00	0.00	3,472,894.57	100.00
Transfers						
01-00-79900 Leasehold Transfer	2,194,172	182,847.00	914,235.00	0.00	1,279,937.00	58.33
TOTAL Transfers	2,194,172	182,847.00	914,235.00	0.00	1,279,937.00	58.33
TOTAL Revenues	12,617,942	911,824.85	4,734,190.82	0.00	7,883,750.75	62.48
TOTAL REVENUE	12,617,942	911,824.85	4,734,190.82	0.00	7,883,750.75	62.48

4.h.b

01 -General Fund

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
City Council						
Personnel Services						
01-01-80100 Salary	720	60.00	300.00	0.00	420.00	58.33
01-01-80300 FICA/Medicare	55	4.59	22.95	0.00	32.05	58.27
01-01-80700 Unemployment	9	0.00	3.60	0.00	5.40	60.00
TOTAL Personnel Services	784	64.59	326.55	0.00	457.45	58.35
TOTAL City Council	784	64.59	326.55	0.00	457.45	58.35
Administration						
Personnel Services						
01-02-80100 Salary	454,943	34,135.38	208,120.02	0.00	246,822.88	54.25
01-02-80200 Overtime	500	0.00	0.00	0.00	500.00	100.00
01-02-80300 FICA/Medicare	36,430	1,772.16	13,305.21	0.00	23,124.43	63.48
01-02-80400 Dental Insurance	1,800	129.18	645.90	0.00	1,154.10	64.12
01-02-80500 Health Insurance	55,221	3,228.86	16,144.30	0.00	39,076.70	70.76
01-02-80600 Worker's Comp	9,598	2,352.32	7,056.96	0.00	2,541.04	26.47
01-02-80700 Unemployment	800	0.00	0.00	0.00	800.00	100.00
01-02-80800 OMRF Pension	37,213	2,844.17	16,816.80	0.00	20,396.55	54.81
01-02-81400 Car Allowance	17,000	1,416.67	7,083.35	0.00	9,916.65	58.33
TOTAL Personnel Services	613,505	45,878.74	269,172.54	0.00	344,332.35	56.13
Material and Supplies						
01-02-83000 Material & Supplies	500	186.12	566.71	0.00	(66.71)	13.34-
TOTAL Material and Supplies	500	186.12	566.71	0.00	(66.71)	13.34-
Other Services						
01-02-84000 Equipment Maintenance	4,000	102.49	102.49	0.00	3,897.51	97.44
01-02-84300 Training & Membership	7,000	971.28	1,496.29	0.00	5,503.71	78.62
01-02-84400 Software Agreements	19,000	385.87	16,735.98	0.00	2,264.02	11.92
01-02-84700 Telephone	4,400	289.85	2,827.33	0.00	1,572.67	35.74
TOTAL Other Services	34,400	1,749.49	21,162.09	0.00	13,237.91	38.48
Capital Projects						
Transfers Out						
01-02-99000 Transfer to CIP (Depreciati	15,347	1,278.92	6,394.60	0.00	8,952.40	58.33
TOTAL Transfers Out	15,347	1,278.92	6,394.60	0.00	8,952.40	58.33
TOTAL Administration	663,752	49,093.27	297,295.94	0.00	366,455.95	55.21

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

4.h.b

01 -General Fund

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
City Treasurer						
Personnel Services						
01-03-80100 Salary	1,200	100.00	500.00	0.00	700.00	58.33
01-03-80300 FICA/Medicare	92	7.65	38.25	0.00	53.75	58.42
01-03-80700 Unemployment	15	0.00	6.00	0.00	9.00	60.00
TOTAL Personnel Services	1,307	107.65	544.25	0.00	762.75	58.36
TOTAL City Treasurer	1,307	107.65	544.25	0.00	762.75	58.36
City Attorney						
Other Services						
01-04-87100 Legal Services	200,000	40,665.63	123,652.58	0.00	76,347.42	38.17
TOTAL Other Services	200,000	40,665.63	123,652.58	0.00	76,347.42	38.17
TOTAL City Attorney	200,000	40,665.63	123,652.58	0.00	76,347.42	38.17
Municipal Court						
Personnel Services						
01-05-80100 Salary	78,139	6,281.00	33,966.49	0.00	44,173.00	56.53
01-05-80200 Overtime	500	0.00	0.00	0.00	500.00	100.00
01-05-80300 FICA/Medicare	6,001	480.49	2,598.40	0.00	3,402.55	56.70
01-05-80400 Dental Insurance	450	43.06	215.30	0.00	234.70	52.16
01-05-80500 Health Insurance	7,501	625.04	3,125.20	0.00	4,375.80	58.34
01-05-80600 Worker's Comp	2,400	585.93	1,757.79	0.00	642.21	26.76
01-05-80700 Unemployment	400	0.00	171.46	0.00	228.54	57.14
01-05-80800 OMRF Pension	5,075	402.48	2,217.32	0.00	2,857.60	56.31
TOTAL Personnel Services	100,466	8,418.00	44,051.96	0.00	56,414.40	56.15
Material and Supplies						
01-05-83000 Material & Supplies	1,000	0.00	240.00	0.00	760.00	76.00
TOTAL Material and Supplies	1,000	0.00	240.00	0.00	760.00	76.00
Other Services						
01-05-84000 Equipment Maintenance	250	102.49	102.49	0.00	147.51	59.00
01-05-84300 Training & Membership	700	0.00	35.00	0.00	665.00	95.00
01-05-84400 Software Agreement	11,500	0.00	11,420.93	0.00	79.07	0.69
01-05-84700 Telephone	1,300	87.26	468.04	0.00	831.96	64.00
TOTAL Other Services	13,750	189.75	12,026.46	0.00	1,723.54	12.53

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

4.h.b

01 -General Fund

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Transfers Out						
TOTAL Municipal Court	115,216	8,607.75	56,318.42	0.00	58,897.94	51.12
Police Department						
Personnel Services						
01-06-80100 Salary	1,764,537	134,214.78	739,639.72	0.00	1,024,896.80	58.08
01-06-80200 Overtime	8,500	1,270.25	6,323.09	0.00	2,176.91	25.61
01-06-80300 FICA/Medicare	159,626	10,398.69	57,787.55	0.00	101,838.34	63.80
01-06-80400 Dental Insurance	12,270	947.32	4,736.60	0.00	7,533.40	61.40
01-06-80500 Health Insurance	317,356	25,134.20	125,670.92	0.00	191,685.08	60.40
01-06-80600 Worker's Comp	59,973	14,691.21	44,073.63	0.00	15,899.37	26.51
01-06-80700 Unemployment	4,500	0.00	1,830.67	0.00	2,669.33	59.32
01-06-80800 OMRF Pension	32,790	2,235.67	12,339.85	0.00	20,450.17	62.37
01-06-81050 Police Pension	141,680	13,896.82	69,264.42	0.00	72,415.60	51.11
01-06-81100 Uniform Allowance	21,000	66.65	10,710.42	1,209.82	9,079.76	43.24
01-06-81200 Medical Exams	1,500	0.00	1,254.00	0.00	246.00	16.40
TOTAL Personnel Services	2,523,731	202,855.59	1,073,630.87	1,209.82	1,448,890.76	57.41
Material and Supplies						
01-06-83000 Material & Supplies	7,000	458.12	2,267.96	324.52	4,407.52	62.96
TOTAL Material and Supplies	7,000	458.12	2,267.96	324.52	4,407.52	62.96
Other Services						
01-06-84000 Equipment Maintenance	45,000	1,818.00	37,399.05	276.91	7,324.04	16.28
01-06-84100 Vehicle Maintenance	35,000	3,452.79	82,909.76	2,021.16	(49,930.92)	142.66-
01-06-84200 Building Maintenance	30,000	0.00	18,048.46	0.00	11,951.54	39.84
01-06-84300 Training & Membership	20,000	1,213.90	2,040.59	0.00	17,959.41	89.80
01-06-84600 Lease/Rental	9,000	0.00	0.00	0.00	9,000.00	100.00
01-06-84700 Telephone	15,000	1,952.05	9,958.68	0.00	5,041.32	33.61
01-06-84800 Utilities	1,000	56.66	209.76	0.00	790.24	79.02
01-06-84900 Fuel	20,000	3,045.33	8,789.33	0.00	11,210.67	56.05
01-06-85000 Janitorial Services	15,000	1,262.50	6,312.50	0.00	8,687.50	57.92
01-06-85300 Animal Control	2,500	0.00	729.37	0.00	1,770.63	70.83
TOTAL Other Services	192,500	12,801.23	166,397.50	2,298.07	23,804.43	12.37
Transfers Out						
01-06-99000 Transfer to CIP (Depreciati	81,849	6,820.75	34,103.75	0.00	47,745.25	58.33
TOTAL Transfers Out	81,849	6,820.75	34,103.75	0.00	47,745.25	58.33
TOTAL Police Department	2,805,080	222,935.69	1,276,400.08	3,832.41	1,524,847.96	54.36

4.h.b

01 -General Fund

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Fire Department						
Personnel Services						
01-07-80100 Salary	1,339,743	104,557.85	575,860.50	0.00	763,882.49	57.02
01-07-80200 Overtime	22,880	8,525.91	35,903.47	0.00	(13,023.47)	56.92-
01-07-80300 FICA/Medicare	19,270	1,639.70	8,962.06	0.00	10,308.20	53.49
01-07-80400 Dental Insurance	7,596	602.84	3,014.20	0.00	4,581.80	60.32
01-07-80500 Health Insurance	189,983	15,499.48	77,497.40	0.00	112,485.60	59.21
01-07-80600 Worker's Comp	37,385	9,159.39	27,478.17	0.00	9,906.83	26.50
01-07-80700 Unemployment	2,912	0.00	443.66	0.00	2,468.34	84.76
01-07-81000 Fire Pension	181,499	14,638.13	80,620.60	0.00	100,877.92	55.58
01-07-81100 Uniform Allowance	15,000	0.00	9,302.00	0.00	5,698.00	37.99
01-07-81200 Medical Exams	8,400	0.00	48.00	0.00	8,352.00	99.43
TOTAL Personnel Services	1,824,668	154,623.30	819,130.06	0.00	1,005,537.71	55.11
Material and Supplies						
01-07-83000 Material & Supplies	8,000	502.04	3,706.84	0.00	4,293.16	53.66
TOTAL Material and Supplies	8,000	502.04	3,706.84	0.00	4,293.16	53.66
Other Services						
01-07-84000 Equipment Maintenance	11,500	5.20	10,832.62	0.00	667.38	5.80
01-07-84100 Vehicle Maintenance	12,500	1,361.77	5,496.05	0.00	7,003.95	56.03
01-07-84200 Building Maintenance	47,000	710.00	2,724.30	0.00	44,275.70	94.20
01-07-84300 Training & Membership	15,500	1,152.54	5,531.84	0.00	9,968.16	64.31
01-07-84400 Membership	1,500	0.00	856.00	0.00	644.00	42.93
01-07-84500 Fire Department Publication	1,000	567.60	684.55	82.00	233.45	23.35
01-07-84600 Lease/Rental	1,500	0.00	0.00	0.00	1,500.00	100.00
01-07-84700 Telephone	7,100	774.62	4,061.08	0.00	3,038.92	42.80
01-07-84800 Utilities	2,600	56.65	209.76	0.00	2,390.24	91.93
01-07-84900 Fuel	7,650	796.09	2,378.48	0.00	5,271.52	68.91
01-07-85200 EMSA Subsidy	30,730	2,506.68	12,533.40	0.00	18,196.60	59.21
01-07-86850 Software Maintenance	13,100	0.00	2,173.79	0.00	10,926.21	83.41
TOTAL Other Services	151,680	7,931.15	47,481.87	82.00	104,116.13	68.64
Transfers Out						
01-07-99000 Transfer to CIP (Depreciati	184,371	15,364.25	76,821.25	0.00	107,549.75	58.33
TOTAL Transfers Out	184,371	15,364.25	76,821.25	0.00	107,549.75	58.33
TOTAL Fire Department	2,168,719	178,420.74	947,140.02	82.00	1,221,496.75	56.32

City Engineer
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Personnel Services

4.h.b

01 -General Fund

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Other Services						
01-08-86075 Engineering Fees	80,000	14,627.23	78,377.73	96,557.52	(94,935.25)	118.67-
TOTAL Other Services	80,000	14,627.23	78,377.73	96,557.52	(94,935.25)	118.67-
TOTAL City Engineer	80,000	14,627.23	78,377.73	96,557.52	(94,935.25)	118.67-
Street Department						
Personnel Services						
01-09-80100 Salary	118,833	10,652.99	55,570.76	0.00	63,262.56	53.24
01-09-80200 Overtime	1,872	146.79	935.28	0.00	936.72	50.04
01-09-80300 FICA/Medicare	9,091	845.31	4,410.74	0.00	4,680.08	51.48
01-09-80400 Dental Insurance	1,628	129.18	645.90	0.00	982.10	60.33
01-09-80500 Health Insurance	33,013	2,763.50	13,780.32	0.00	19,232.68	58.26
01-09-80600 Worker's Comp	7,199	2,938.24	7,638.56	0.00	(439.56)	6.11-
01-09-80700 Unemployment	600	0.00	370.52	0.00	229.48	38.25
01-09-80800 OMRF Pension	9,831	845.01	4,573.56	0.00	5,256.99	53.48
01-09-80900 Stand By Pay	2,100	250.00	1,150.00	0.00	950.00	45.24
01-09-81100 Uniform Allowance	3,194	407.46	1,632.46	0.00	1,561.54	48.89
01-09-81200 Medical Exams	780	0.00	116.00	0.00	664.00	85.13
TOTAL Personnel Services	188,141	18,978.48	90,824.10	0.00	97,316.59	51.73
Material and Supplies						
01-09-83000 Material & Supplies	9,000	1,070.35	4,297.60	60.00	4,642.40	51.58
01-09-83300 Minor Tools	1,000	0.00	72.48	0.00	927.52	92.75
01-09-83500 Safety Supplies	1,300	0.00	781.98	0.00	518.02	39.85
01-09-83700 Misc. Supplies	250	0.00	0.00	0.00	250.00	100.00
TOTAL Material and Supplies	11,550	1,070.35	5,152.06	60.00	6,337.94	54.87
Other Services						
01-09-84000 Equipment Maintenance	3,000	0.00	377.50	160.00	2,462.50	82.08
01-09-84100 Vehicle Maintenance	4,000	91.01	3,025.32	10.48	964.20	24.11
01-09-84600 Lease/Rental	800	0.00	0.00	0.00	800.00	100.00
01-09-84700 Telephone	1,400	178.95	635.47	0.00	764.53	54.61
01-09-84800 Utilities	500	28.94	110.82	0.00	389.18	77.84
01-09-84900 Fuel	5,000	0.00	417.44	0.00	4,582.56	91.65
01-09-85500 Street Lighting	82,000	6,604.57	33,961.21	0.00	48,038.79	58.58
TOTAL Other Services	96,700	6,903.47	38,527.76	170.48	58,001.76	59.98
Transfers Out						
01-09-99000 Transfer to CIP (Depreciati	51,023	4,251.92	21,259.60	0.00	29,763.40	58.33
TOTAL Transfers Out	51,023	4,251.92	21,259.60	0.00	29,763.40	58.33
TOTAL Street Department	347,414	31,204.22	155,763.52	230.48	191,419.69	55.10

4.h.b

01 -General Fund

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Sanitation						
Personnel Services						
01-10-80100 Salary	440,831	33,450.40	184,539.60	0.00	256,291.34	58.14
01-10-80300 FICA/Medicare	33,724	2,558.98	14,117.33	0.00	19,606.79	58.14
01-10-80400 Dental Insurance	5,425	430.60	2,066.88	0.00	3,358.12	61.90
01-10-80500 Health Insurance	83,128	8,679.24	40,107.54	0.00	43,020.46	51.75
01-10-80600 Worker's Comp	23,990	5,876.49	17,629.47	0.00	6,360.53	26.51
01-10-80700 Unemployment	2,000	0.00	1,489.97	0.00	510.03	25.50
01-10-80800 OMRF Pension	35,266	2,676.06	14,089.97	0.00	21,176.43	60.05
01-10-81100 Uniform Allowance	7,379	803.63	3,325.76	0.00	4,053.24	54.93
01-10-81200 Medical Exams	500	0.00	344.00	0.00	156.00	31.20
TOTAL Personnel Services	632,243	54,475.40	277,710.52	0.00	354,532.94	56.08
Material and Supplies						
01-10-83000 Material & Supplies	1,500	0.00	186.88	0.00	1,313.12	87.54
01-10-83500 Safety Supplies	2,000	130.00	671.48	0.00	1,328.52	66.43
01-10-83700 Misc. Supplies	100	0.00	0.00	0.00	100.00	100.00
TOTAL Material and Supplies	3,600	130.00	858.36	0.00	2,741.64	76.16
Other Services						
01-10-84000 Equipment Maintenance	500	0.00	568.78	0.00	(68.78)	13.76-
01-10-84100 Vehicle Maintenance	15,000	2,073.64	8,802.91	534.84	5,662.25	37.75
01-10-84800 Utilities	600	28.94	110.81	0.00	489.19	81.53
01-10-84900 Fuel	12,000	1,394.73	3,633.21	0.00	8,366.79	69.72
01-10-85800 Landfill Disposal	60,000	5,074.82	34,507.76	0.00	25,492.24	42.49
01-10-85825 Commercial Garbage Disposal	100,000	8,664.75	42,937.99	0.00	57,062.01	57.06
TOTAL Other Services	188,100	17,236.88	90,561.46	534.84	97,003.70	51.57
Capital Projects						
Transfers Out						
01-10-99000 Transfer to CIP (Depreciati	88,309	7,359.08	36,795.40	0.00	51,513.60	58.33
TOTAL Transfers Out	88,309	7,359.08	36,795.40	0.00	51,513.60	58.33
TOTAL Sanitation	912,252	79,201.36	405,925.74	534.84	505,791.88	55.44
Parks Department						
Personnel Services						
01-11-80100 Salary	91,969	0.00	7,646.60	0.00	84,322.13	91.69
01-11-80200 Overtime	1,000	0.00	0.00	0.00	1,000.00	100.00
01-11-80300 FICA/Medicare	7,037	0.00	584.97	0.00	6,451.67	91.69
01-11-80400 Dental Insurance	1,085	0.00	43.06	0.00	1,041.94	96.03
01-11-80500 Health Insurance	15,001	0.00	618.79	0.00	14,382.21	95.88
01-11-80600 Worker's Comp	4,799	0.00	1,176.16	0.00	3,622.84	75.49

4.h.b

01 -General Fund

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
01-11-80700 Unemployment	400	0.00	176.98	0.00	223.02	55.76
01-11-80800 OMRF Pension	7,358	0.00	275.37	0.00	7,082.29	96.26
01-11-81100 Uniform Allowance	2,658	0.00	132.14	0.00	2,525.86	95.03
01-11-81200 Medical Exams	500	0.00	0.00	0.00	500.00	100.00
TOTAL Personnel Services	131,806	0.00	10,654.07	0.00	121,151.96	91.92
Material and Supplies						
01-11-83000 Material & Supplies	500	10.00	10.00	0.00	490.00	98.00
01-11-83500 Safety Supplies	525	0.00	0.00	0.00	525.00	100.00
TOTAL Material and Supplies	1,025	10.00	10.00	0.00	1,015.00	99.02
Other Services						
01-11-84000 Equipment Maintenance	0	0.00	312.65	0.00	(312.65)	0.00
01-11-84100 Vehicle Maintenance	795	0.00	385.00	0.00	410.00	51.57
01-11-85700 Parks Maintenance	18,500	1,354.62	16,465.48	607.42	1,427.10	7.71
01-11-85900 Park Maintenance Contract	127,230	16,382.50	81,912.50	0.00	45,317.50	35.62
TOTAL Other Services	146,525	17,737.12	99,075.63	607.42	46,841.95	31.97
Transfers Out						
01-11-99000 Transfer to CIP (Depreciati	31,624	2,635.33	13,176.65	0.00	18,447.35	58.33
TOTAL Transfers Out	31,624	2,635.33	13,176.65	0.00	18,447.35	58.33
TOTAL Parks Department	310,980	20,382.45	122,916.35	607.42	187,456.26	60.28
Public Works Admin						
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Personnel Services						
01-12-80100 Salary	151,329	12,119.62	65,876.64	0.00	85,452.30	56.47
01-12-80300 FICA/Medicare	11,578	927.14	5,039.52	0.00	6,538.15	56.47
01-12-80400 Dental Insurance	1,085	86.12	430.60	0.00	654.40	60.31
01-12-80500 Health Insurance	19,062	1,588.54	7,942.70	0.00	11,119.30	58.33
01-12-80600 Worker's Comp	2,547	624.70	1,874.10	0.00	672.90	26.42
01-12-80700 Unemployment	400	0.00	139.28	0.00	260.72	65.18
01-12-80800 OMRF Pension	12,107	969.58	5,270.20	0.00	6,836.59	56.47
01-12-81200 Medical Exams	500	0.00	48.00	0.00	452.00	90.40
TOTAL Personnel Services	198,607	16,315.70	86,621.04	0.00	111,986.36	56.39
Material and Supplies						
01-12-83000 Material & Supplies	1,500	0.00	169.82	0.00	1,330.18	88.68
01-12-83200 Office Supplies	3,000	0.00	29.00	0.00	2,971.00	99.03
01-12-83700 Misc. Supplies	500	0.00	0.00	0.00	500.00	100.00
TOTAL Material and Supplies	5,000	0.00	198.82	0.00	4,801.18	96.02
Other Services						
01-12-84000 Equipment Maintenance	3,000	0.00	4.58	0.00	2,995.42	99.85
01-12-84100 Vehicle Maintenance	1,500	23.00	345.29	0.00	1,154.71	76.98
01-12-84200 Building Maintenance	4,000	73.00	490.35	0.00	3,509.65	87.74
01-12-84250 Fueling Station Maintenance	2,000	0.00	745.00	0.00	1,255.00	62.75

4.h.b

01 -General Fund

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
01-12-84300 Training & Membership	2,000	0.00	0.00	0.00	2,000.00	100.00
01-12-84600 Lease/Rental	1,500	0.00	0.00	0.00	1,500.00	100.00
01-12-84700 Telephone	4,000	286.60	2,616.92	0.00	1,383.08	34.58
01-12-84800 Utilities	1,000	28.94	110.80	0.00	889.20	88.92
01-12-84900 Fuel	3,900	1,398.99	3,592.69	0.00	307.31	7.88
01-12-85000 Janitorial Services	10,140	745.00	3,725.00	0.00	6,415.00	63.26
01-12-86300 Publications	500	0.00	0.00	0.00	500.00	100.00
TOTAL Other Services	33,540	2,555.53	11,630.63	0.00	21,909.37	65.32
Capital Projects						
Transfers Out						
TOTAL Public Works Admin	237,147	18,871.23	98,450.49	0.00	138,696.91	58.49

General Government
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Material and Supplies						
01-13-83000 Material & Supplies	20,000	1,502.23	7,053.13	26.93	12,919.94	64.60
TOTAL Material and Supplies	20,000	1,502.23	7,053.13	26.93	12,919.94	64.60
Other Services						
01-13-84000 Equipment Maintenance	24,000	0.00	9,056.77	0.00	14,943.23	62.26
01-13-84200 Building Maintenance	14,000	1,525.00	27,340.56	1,500.00	(14,840.56)	106.00-
01-13-84300 Training & Membership	3,000	0.00	1,428.71	0.00	1,571.29	52.38
01-13-84600 Lease/Rental	396	0.00	99.00	0.00	297.00	75.00
01-13-84700 Telephone	6,300	43.63	219.21	0.00	6,080.79	96.52
01-13-84800 Utilities	12,000	1,395.26	3,739.05	0.00	8,260.95	68.84
01-13-85000 Janitorial Services	18,260	1,362.50	6,812.50	0.00	11,447.50	62.69
01-13-85400 Bank Charges	34,000	4,572.35	20,235.70	0.00	13,764.30	40.48
01-13-86050 Consulting Fees	4,000	0.00	0.00	0.00	4,000.00	100.00
01-13-86100 Liability Insurance/Bonds	215,710	19,686.25	109,385.65	0.00	106,324.35	49.29
01-13-86300 Publications	22,000	1,509.95	4,042.86	0.00	17,957.14	81.62
01-13-86400 Auditing Fees	25,000	2,238.13	18,664.46	0.00	6,335.54	25.34
01-13-86500 Election Expenses	3,000	0.00	0.00	0.00	3,000.00	100.00
01-13-86600 ACOG Dues	3,000	0.00	3,006.00	0.00	(6.00)	0.20-
01-13-86700 OML Dues	5,800	0.00	0.00	0.00	5,800.00	100.00
01-13-86800 Reassessment Fees	28,000	0.00	27,935.78	0.00	64.22	0.23
01-13-86900 Postage	6,000	6.00	2,818.99	0.00	3,181.01	53.02
01-13-87000 Misc. Expenses	35,000	20,089.00	37,407.29	0.00	(2,407.29)	6.88-
01-13-87100 H.R.A.	25,000	568.00	10,790.65	0.00	14,209.35	56.84
01-13-87200 Education Scholarship	10,000	0.00	1,250.00	0.00	8,750.00	87.50
TOTAL Other Services	494,466	52,996.07	284,233.18	1,500.00	208,732.82	42.21
Capital Projects						
01-13-88100 Council Approval Capital Ou	0	0.00	0.00	782,907.35	(782,907.35)	0.00
TOTAL Capital Projects	0	0.00	0.00	782,907.35	(782,907.35)	0.00

4.h.b

01 -General Fund

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Transfers Out						
TOTAL General Government	514,466	54,498.30	291,286.31	784,434.28	(561,254.59)	109.09-
Code Department						
Personnel Services						
01-14-80100 Salary	250,038	18,986.64	105,313.58	0.00	144,724.87	57.88
01-14-80200 Overtime	0	0.00	203.35	0.00	(203.35)	0.00
01-14-80300 FICA/Medicare	19,128	1,452.48	8,072.06	0.00	11,056.01	57.80
01-14-80400 Dental Insurance	2,170	172.24	796.61	0.00	1,373.39	63.29
01-14-80500 Health Insurance	26,713	3,177.08	14,444.82	0.00	12,268.18	45.93
01-14-80600 Worker's Comp	5,597	1,370.03	4,110.09	0.00	1,486.91	26.57
01-14-80700 Unemployment	800	0.00	482.94	0.00	317.06	39.63
01-14-80800 OMRF Pension	20,003	1,518.94	7,848.86	0.00	12,154.26	60.76
01-14-81100 Uniform Rental	1,827	517.16	1,224.64	0.00	602.36	32.97
01-14-81200 Medical Exams	500	0.00	180.00	0.00	320.00	64.00
TOTAL Personnel Services	326,777	27,194.57	142,676.95	0.00	184,099.69	56.34
Material and Supplies						
01-14-83000 Material & Supplies	1,100	45.98	1,794.07	0.00	(694.07)	63.10-
01-14-83200 Office Supplies	200	0.00	0.00	0.00	200.00	100.00
TOTAL Material and Supplies	1,300	45.98	1,794.07	0.00	(494.07)	38.01-
Other Services						
01-14-84100 Vehicle Maintenance	2,000	151.50	1,158.72	0.00	841.28	42.06
01-14-84300 Training & Membership	2,000	0.00	210.66	0.00	1,789.34	89.47
01-14-84400 Software Agreement	5,443	0.00	2,878.91	0.00	2,564.09	47.11
01-14-84700 Telephone	6,000	430.76	1,956.69	0.00	4,043.31	67.39
01-14-84800 Utilities	1,000	28.94	110.78	0.00	889.22	88.92
01-14-84900 Fuel	1,300	145.64	452.63	0.00	847.37	65.18
TOTAL Other Services	17,743	756.84	6,768.39	0.00	10,974.61	61.85
Capital Projects						
01-14-88850 Life and Safety	4,500	209.07	410.48	0.00	4,089.52	90.88
TOTAL Capital Projects	4,500	209.07	410.48	0.00	4,089.52	90.88
Transfers Out						
01-14-99000 Transfer to CIP (Depreciati	7,570	630.83	3,154.15	0.00	4,415.85	58.33
TOTAL Transfers Out	7,570	630.83	3,154.15	0.00	4,415.85	58.33
TOTAL Code Department	357,890	28,837.29	154,804.04	0.00	203,085.60	56.75

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

01 -General Fund

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Risk Manager						
Personnel Services						
01-15-80100 Salary	125,203	9,373.16	51,587.18	0.00	73,616.20	58.80
01-15-80300 FICA/Medicare	9,267	722.02	3,971.28	0.00	5,295.66	57.15
01-15-80400 Dental Insurance	517	43.06	215.30	0.00	301.70	58.36
01-15-80500 Health Insurance	17,880	1,501.00	7,505.00	0.00	10,375.00	58.03
01-15-80600 Worker's Comp	2,400	585.93	1,757.79	0.00	642.21	26.76
01-15-80700 Unemployment	200	0.00	0.00	0.00	200.00	100.00
01-15-80800 OMRF Pension	9,891	749.86	4,127.01	0.00	5,763.58	58.27
01-15-81200 Medical Exams	100	0.00	0.00	0.00	100.00	100.00
TOTAL Personnel Services	165,458	12,975.03	69,163.56	0.00	96,294.35	58.20
Material and Supplies						
01-15-83000 Material & Supplies	5,500	3,318.15	4,436.68	1,164.93	(101.61)	1.85-
TOTAL Material and Supplies	5,500	3,318.15	4,436.68	1,164.93	(101.61)	1.85-
Other Services						
01-15-84000 Equipment Maintenance	100	0.00	0.00	0.00	100.00	100.00
01-15-84100 Vehicle Maintenance	1,000	10.00	6,480.30	0.00	(5,480.30)	548.03-
01-15-84300 Training & Membership	5,000	907.81	2,697.66	0.00	2,302.34	46.05
01-15-84700 Telephone	1,800	85.91	461.56	0.00	1,338.44	74.36
01-15-84850 Wellness Program	4,000	24,999.50	24,999.50	24,999.50	(45,999.00)	1,149.98-
01-15-84900 Fuel	800	83.33	384.75	0.00	415.25	51.91
TOTAL Other Services	12,700	26,086.55	35,023.77	24,999.50	(47,323.27)	372.62-
Transfers Out						
01-15-99000 Transfer to CIP (Depreciati	5,448	454.00	2,270.00	0.00	3,178.00	58.33
TOTAL Transfers Out	5,448	454.00	2,270.00	0.00	3,178.00	58.33
TOTAL Risk Manager	189,106	42,833.73	110,894.01	26,164.43	52,047.47	27.52
Information Systems Mgr						
Personnel Services						
01-16-80100 Salary	193,028	15,233.02	83,772.08	0.00	109,255.90	56.60
01-16-80200 Overtime	500	0.00	0.00	0.00	500.00	100.00
01-16-80300 FICA/Medicare	14,807	1,180.64	6,485.12	0.00	8,321.49	56.20
01-16-80400 Dental Insurance	898	86.12	430.60	0.00	467.40	52.05
01-16-80500 Health Insurance	31,396	2,599.46	12,997.30	0.00	18,398.70	58.60
01-16-80600 Worker's Comp	4,799	1,176.16	3,528.48	0.00	1,270.52	26.47
01-16-80700 Unemployment	400	0.00	77.17	0.00	322.83	80.71
01-16-80800 OMRF Pension	15,483	1,234.64	6,781.76	0.00	8,701.64	56.20
01-16-81400 Car Allowance	2,400	200.00	1,000.00	0.00	1,400.00	58.33
TOTAL Personnel Services	263,711	21,710.04	115,072.51	0.00	148,638.48	56.36

4.h.b

01 -General Fund

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Material and Supplies						
01-16-83000 Material Supplies	4,000	112.24	292.78	688.47	3,018.75	75.47
TOTAL Material and Supplies	4,000	112.24	292.78	688.47	3,018.75	75.47
Other Services						
01-16-84000 Equipment Maintenance	55,000	358.10	17,511.78	6,383.59	31,104.63	56.55
01-16-84200 Building Maintenance	1,200	0.00	0.00	0.00	1,200.00	100.00
01-16-84300 Training & Membership	11,000	0.00	7,592.40	0.00	3,407.60	30.98
01-16-84600 Lease/Rental	14,000	857.63	3,726.33	0.00	10,273.67	73.38
01-16-84700 Telephone	5,000	249.85	1,427.99	0.00	3,572.01	71.44
01-16-86050 Consulting Fees	8,000	0.00	0.00	0.00	8,000.00	100.00
TOTAL Other Services	94,200	1,465.58	30,258.50	6,383.59	57,557.91	61.10
Transfers Out						
01-16-99000 Transfer to CIP (Depreciati	87,664	7,305.33	36,526.65	0.00	51,137.35	58.33
TOTAL Transfers Out	87,664	7,305.33	36,526.65	0.00	51,137.35	58.33
TOTAL Information Systems Mgr	449,575	30,593.19	182,150.44	7,072.06	260,352.49	57.91
TOTAL EXPENDITURES	9,353,689	820,944.32	4,302,246.47	919,515.44	4,131,926.68	44.17
REVENUE OVER/(UNDER) EXPENDITURES	3,264,253	90,880.53	431,944.35	(919,515.44)	3,751,824.07	114.94

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

02 -Street & Alley
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
REVENUE SUMMARY						
Revenues	229,616	3,163.00	16,944.17	0.00	212,671.83	92.62
TOTAL REVENUES	229,616	3,163.00	16,944.17	0.00	212,671.83	92.62
EXPENDITURE SUMMARY						
Streets & Alley	229,616	1,214.62	21,629.25	16,120.75	191,866.00	83.56
TOTAL EXPENDITURES	229,616	1,214.62	21,629.25	16,120.75	191,866.00	83.56
REVENUE OVER/(UNDER) EXPENDITURES	0	1,948.38	(4,685.08)	(16,120.75)	20,805.83	0.00

02 -Street & Alley

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Revenues						
========						
Intergovernmental						
02-00-73400 Gasoline Tax	5,646	587.45	3,056.73	0.00	2,589.27	45.86
02-00-73450 Motor Vehicle License	26,001	2,551.70	13,764.04	0.00	12,236.96	47.06
TOTAL Intergovernmental	31,647	3,139.15	16,820.77	0.00	14,826.23	46.85
Investment Earnings						
02-00-78500 Interest Income	269	23.85	123.40	0.00	145.60	54.13
TOTAL Investment Earnings	269	23.85	123.40	0.00	145.60	54.13
Fund Balance Carryover						
02-00-79800 Carryover	197,700	0.00	0.00	0.00	197,700.00	100.00
TOTAL Fund Balance Carryover	197,700	0.00	0.00	0.00	197,700.00	100.00
TOTAL Revenues	229,616	3,163.00	16,944.17	0.00	212,671.83	92.62
TOTAL REVENUE	229,616	3,163.00	16,944.17	0.00	212,671.83	92.62

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

02 -Street & Alley

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Streets & Alley						
Material and Supplies						
02-09-83000 Material & Supplies	45,000	0.00	0.00	0.00	45,000.00	100.00
TOTAL Material and Supplies	45,000	0.00	0.00	0.00	45,000.00	100.00
Other Services						
02-09-84000 Equipment Maintenance	5,000	0.00	0.00	0.00	5,000.00	100.00
02-09-84100 Vehicle Maintenance	5,000	0.00	0.00	0.00	5,000.00	100.00
02-09-84600 Lease/Rental	5,000	0.00	0.00	0.00	5,000.00	100.00
02-09-85800 Contingency	169,616	1,214.62	21,629.25	16,120.75	131,866.00	77.74
TOTAL Other Services	184,616	1,214.62	21,629.25	16,120.75	146,866.00	79.55
TOTAL Streets & Alley	229,616	1,214.62	21,629.25	16,120.75	191,866.00	83.56
TOTAL EXPENDITURES	229,616	1,214.62	21,629.25	16,120.75	191,866.00	83.56
REVENUE OVER/(UNDER) EXPENDITURES	0	1,948.38	(4,685.08)	(16,120.75)	20,805.83	0.00

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

03 -Designated Fds-Fire & Gen
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
REVENUE SUMMARY						
Revenues	3,580	0.38	2.12	0.00	3,577.88	99.94
TOTAL REVENUES	3,580	0.38	2.12	0.00	3,577.88	99.94
EXPENDITURE SUMMARY						
Fire Department	3,580	0.00	559.82	0.00	3,020.18	84.36
TOTAL EXPENDITURES	3,580	0.00	559.82	0.00	3,020.18	84.36
REVENUE OVER/(UNDER) EXPENDITURES	0	0.38	(557.70)	0.00	557.70	0.00

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

03 -Designated Fds-Fire & Gen

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Revenues						
========						
Investment Earnings						
03-00-78500 Interest Income	0	0.38	2.12	0.00	(2.12)	0.00
TOTAL Investment Earnings	0	0.38	2.12	0.00	(2.12)	0.00
Miscellaneous Revenue						
Fund Balance Carryover						
03-00-79807 Carryover	3,580	0.00	0.00	0.00	3,580.00	100.00
TOTAL Fund Balance Carryover	3,580	0.00	0.00	0.00	3,580.00	100.00
TOTAL Revenues	3,580	0.38	2.12	0.00	3,577.88	99.94
TOTAL REVENUE	3,580	0.38	2.12	0.00	3,577.88	99.94

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

03 -Designated Fds-Fire & Gen

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Police Department						
Material and Supplies						
Other Services						
Fire Department						
Material and Supplies						
03-07-83000 Material & Supplies	0	0.00	559.82	0.00	(559.82)	0.00
TOTAL Material and Supplies	0	0.00	559.82	0.00	(559.82)	0.00
Other Services						
Capital Projects						
03-07-88000 CAPITAL OUTLAY - FIRE DEPT.	3,580	0.00	0.00	0.00	3,580.00	100.00
TOTAL Capital Projects	3,580	0.00	0.00	0.00	3,580.00	100.00
TOTAL Fire Department	3,580	0.00	559.82	0.00	3,020.18	84.36
Public Works						
Material and Supplies						
Other Services						
General Government						
Material and Supplies						
TOTAL EXPENDITURES	3,580	0.00	559.82	0.00	3,020.18	84.36
REVENUE OVER/(UNDER) EXPENDITURES	0	0.38	(557.70)	0.00	557.70	0.00

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

04 -Designated Funds-Police
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
REVENUE SUMMARY						
Revenues	68,193	259.12	5,901.51	0.00	62,291.49	91.35
TOTAL REVENUES	68,193	259.12	5,901.51	0.00	62,291.49	91.35
EXPENDITURE SUMMARY						
Police Department	68,193	185.00	506.58	0.00	67,686.42	99.26
TOTAL EXPENDITURES	68,193	185.00	506.58	0.00	67,686.42	99.26
REVENUE OVER/(UNDER) EXPENDITURES	0	74.12	5,394.93	0.00	(5,394.93)	0.00

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

04 -Designated Funds-Police

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Revenues						
========						
Investment Earnings						
04-00-78500 Interest Income	0	9.12	46.51	0.00	(46.51)	0.00
TOTAL Investment Earnings	0	9.12	46.51	0.00	(46.51)	0.00
Miscellaneous Revenue						
04-00-79300 Animal Control Revenue	0	0.00	5,605.00	0.00	(5,605.00)	0.00
04-00-79506 Revenue - Police	750	250.00	250.00	0.00	500.00	66.67
TOTAL Miscellaneous Revenue	750	250.00	5,855.00	0.00	(5,105.00)	680.67-
Fund Balance Carryover						
04-00-79806 Carryover - Police Dept	67,443	0.00	0.00	0.00	67,443.00	100.00
TOTAL Fund Balance Carryover	67,443	0.00	0.00	0.00	67,443.00	100.00
TOTAL Revenues	68,193	259.12	5,901.51	0.00	62,291.49	91.35
TOTAL REVENUE	68,193	259.12	5,901.51	0.00	62,291.49	91.35

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

4.h.b

04 -Designated Funds-Police

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Police Department						
Material and Supplies						
04-06-83000 Material & Supplies	29,463	185.00	506.58	0.00	28,956.42	98.28
04-06-83300 Animal Control Supplies	38,730	0.00	0.00	0.00	38,730.00	100.00
TOTAL Material and Supplies	68,193	185.00	506.58	0.00	67,686.42	99.26
Other Services						
TOTAL Police Department	68,193	185.00	506.58	0.00	67,686.42	99.26
TOTAL EXPENDITURES	68,193	185.00	506.58	0.00	67,686.42	99.26
REVENUE OVER/(UNDER) EXPENDITURES	0	74.12	5,394.93	0.00	(5,394.93)	0.00

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

05 -Designated Funds-PW
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
REVENUE SUMMARY						
Revenues	2,251	0.26	1.39	0.00	2,249.61	99.94
TOTAL REVENUES	2,251	0.26	1.39	0.00	2,249.61	99.94
EXPENDITURE SUMMARY						
Public Works	2,251	0.00	124.59	0.00	2,126.41	94.47
TOTAL EXPENDITURES	2,251	0.00	124.59	0.00	2,126.41	94.47
REVENUE OVER/(UNDER) EXPENDITURES	0	0.26	(123.20)	0.00	123.20	0.00

4.h.b

05 -Designated Funds-PW

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Revenues						
========						
Investment Earnings						
05-00-78500 Interest Income	0	0.26	1.39	0.00	(1.39)	0.00
TOTAL Investment Earnings	0	0.26	1.39	0.00	(1.39)	0.00
Miscellaneous Revenue						
Fund Balance Carryover						
05-00-79812 Carryover	2,251	0.00	0.00	0.00	2,251.00	100.00
TOTAL Fund Balance Carryover	2,251	0.00	0.00	0.00	2,251.00	100.00
TOTAL Revenues	2,251	0.26	1.39	0.00	2,249.61	99.94
TOTAL REVENUE	2,251	0.26	1.39	0.00	2,249.61	99.94

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

05 -Designated Funds-PW

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Public Works						
============						
Material and Supplies						
05-12-83000 Material & Supplies	2,251	0.00	124.59	0.00	2,126.41	94.47
TOTAL Material and Supplies	2,251	0.00	124.59	0.00	2,126.41	94.47
TOTAL Public Works	2,251	0.00	124.59	0.00	2,126.41	94.47
TOTAL EXPENDITURES	2,251	0.00	124.59	0.00	2,126.41	94.47
REVENUE OVER/(UNDER) EXPENDITURES	0	0.26	(123.20)	0.00	123.20	0.00

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

06 -Municipal Authority
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
REVENUE SUMMARY						
Municipal Auth Revenue	4,193,620	376,912.68	2,464,402.86	0.00	1,729,217.29	41.23
TOTAL REVENUES	4,193,620	376,912.68	2,464,402.86	0.00	1,729,217.29	41.23
EXPENDITURE SUMMARY						
Municipal Authority	4,193,620	358,863.29	1,844,832.06	1,797.91	2,346,990.18	55.97
TOTAL EXPENDITURES	4,193,620	358,863.29	1,844,832.06	1,797.91	2,346,990.18	55.97
REVENUE OVER/(UNDER) EXPENDITURES	0	18,049.39	619,570.80	(1,797.91)	(617,772.89)	0.00

4.h.b

06 -Municipal Authority

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Municipal Auth Revenue						
Water						
06-00-75300 Water Revenue	2,829,002	255,678.87	1,757,877.02	0.00	1,071,124.98	37.86
TOTAL Water	2,829,002	255,678.87	1,757,877.02	0.00	1,071,124.98	37.86
Wastewater						
06-00-75700 Sewer Revenue	336,114	28,923.81	162,053.03	0.00	174,060.97	51.79
06-00-75800 OKC Sewer Charges Revenue	959,418	83,709.30	512,139.29	0.00	447,278.71	46.62
TOTAL Wastewater	1,295,532	112,633.11	674,192.32	0.00	621,339.68	47.96
Water Taps						
06-00-75900 Water Tap Revenue	14,584	6,730.00	20,220.00	0.00	(5,636.00)	38.65-
TOTAL Water Taps	14,584	6,730.00	20,220.00	0.00	(5,636.00)	38.65-
Fines & Forfeits						
06-00-76000 MXU Installation	320	0.00	0.00	0.00	320.00	100.00
TOTAL Fines & Forfeits	320	0.00	0.00	0.00	320.00	100.00
Penalties						
06-00-77750 Penalty Charges	12,000	1,340.51	7,953.85	0.00	4,046.15	33.72
TOTAL Penalties	12,000	1,340.51	7,953.85	0.00	4,046.15	33.72
Investment Earnings						
06-00-78200 Interest Income	3,024	0.00	607.42	0.00	2,416.58	79.91
TOTAL Investment Earnings	3,024	0.00	607.42	0.00	2,416.58	79.91
Miscellaneous Revenue						
06-00-79100 Misc Income	13,968	530.19	3,552.25	0.00	10,415.75	74.57
TOTAL Miscellaneous Revenue	13,968	530.19	3,552.25	0.00	10,415.75	74.57
Fund Balance Carryover						
06-00-79800 Carryover	25,190	0.00	0.00	0.00	25,190.15	100.00
TOTAL Fund Balance Carryover	25,190	0.00	0.00	0.00	25,190.15	100.00
TOTAL Municipal Auth Revenue	4,193,620	376,912.68	2,464,402.86	0.00	1,729,217.29	41.23
TOTAL REVENUE	4,193,620	376,912.68	2,464,402.86	0.00	1,729,217.29	41.23

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

06 -Municipal Authority

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Mun Auth Engineering						
Other Services						
Municipal Authority						
Personnel Services						
06-12-80100 Salary	556,031	44,322.71	231,807.96	0.00	324,223.41	58.31
06-12-80200 Overtime	4,576	790.44	2,157.55	0.00	2,418.45	52.85
06-12-80300 FICA/Medicare	42,536	3,482.89	18,087.73	0.00	24,448.54	57.48
06-12-80400 Dental Insurance	4,883	344.48	1,700.87	0.00	3,182.13	65.17
06-12-80500 Health Insurance	84,548	7,030.98	35,350.07	0.00	49,197.93	58.19
06-12-80600 Workers Comp	15,190	3,722.35	11,167.05	0.00	4,022.95	26.48
06-12-80700 Unemployment	1,800	0.00	735.00	0.00	1,065.00	59.17
06-12-80800 OMRF Pension	45,207	3,327.40	18,579.67	0.00	26,626.84	58.90
06-12-80900 Stand by Pay	5,200	350.00	2,150.00	0.00	3,050.00	58.65
06-12-81100 Uniform Rental	5,441	534.34	2,490.36	0.00	2,950.64	54.23
06-12-81200 Medical Exams	500	0.00	280.00	0.00	220.00	44.00
TOTAL Personnel Services	765,912	63,905.59	324,506.26	0.00	441,405.89	57.63
Material and Supplies						
06-12-83000 Materials & Supplies	32,000	6,884.32	36,138.44	890.00	(5,028.44)	15.71-
06-12-83200 Office Supplies	2,000	218.31	931.38	48.91	1,019.71	50.99
06-12-83300 Minor Tools	2,000	99.98	99.98	0.00	1,900.02	95.00
06-12-83400 Lab Chemicals	4,000	1,192.00	1,836.00	0.00	2,164.00	54.10
06-12-83500 Safety Supplies	3,200	0.00	51.53	0.00	3,148.47	98.39
06-12-83700 Misc Supplies	500	0.00	0.00	0.00	500.00	100.00
TOTAL Material and Supplies	43,700	8,394.61	39,057.33	938.91	3,703.76	8.48
Other Services						
06-12-84000 Equipment Maintenance	7,000	2,473.27	4,183.93	54.46	2,761.61	39.45
06-12-84100 Vehicle Maintenance	10,000	370.07	11,580.32	0.00	(1,580.32)	15.80-
06-12-84300 Training & Membership	8,000	3,120.00	6,197.00	0.00	1,803.00	22.54
06-12-84400 Software Agreements	17,000	0.00	11,876.08	0.00	5,123.92	30.14
06-12-84500 Well Maintenance	55,000	2,733.11	20,086.58	804.54	34,108.88	62.02
06-12-84550 Water Quality Testing	18,000	0.00	3,186.23	0.00	14,813.77	82.30
06-12-84600 Equipment Rental	2,000	0.00	0.00	0.00	2,000.00	100.00
06-12-84650 Lease Agreements	68,000	0.00	15,036.76	0.00	52,963.24	77.89
06-12-84700 Telephone	15,000	1,888.13	8,459.31	0.00	6,540.69	43.60
06-12-84800 Utilities	180,000	14,162.66	100,732.57	0.00	79,267.43	44.04
06-12-84900 Fuel	21,000	7,495.75	19,518.75	0.00	1,481.25	7.05
06-12-84950 Printing & Processing - Uti	15,000	1,451.35	6,665.05	0.00	8,334.95	55.57
06-12-85350 Emergency Repairs	5,000	0.00	0.00	0.00	5,000.00	100.00
06-12-86400 Auditing Fees	25,000	2,238.12	18,664.44	0.00	6,335.56	25.34
06-12-87700 OKC Sewer Charges	667,000	61,380.63	308,831.45	0.00	358,168.55	53.70

4.h.b

06 -Municipal Authority

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
06-12-87800 Leasehold Transfer	2,194,172	182,847.00	914,235.00	0.00	1,279,937.00	58.33
TOTAL Other Services	3,307,172	280,160.09	1,449,253.47	859.00	1,857,059.53	56.15
Transfers Out						
06-12-99000 Transfer to CIP (Depreciati	76,836	6,403.00	32,015.00	0.00	44,821.00	58.33
TOTAL Transfers Out	76,836	6,403.00	32,015.00	0.00	44,821.00	58.33
TOTAL Municipal Authority	4,193,620	358,863.29	1,844,832.06	1,797.91	2,346,990.18	55.97
General Government						
Personnel Services						
Transfers Out						
TOTAL EXPENDITURES	4,193,620	358,863.29	1,844,832.06	1,797.91	2,346,990.18	55.97
REVENUE OVER/(UNDER) EXPENDITURES	0	18,049.39	619,570.80	(1,797.91)	(617,772.89)	0.00

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

4.h.b

07 -General Fund - CIP
FINANCIAL SUMMARY % OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
REVENUE SUMMARY						
Gen Fund - CIP Revenue	1,803,102	52,016.73	238,312.65	0.00	1,564,789.35	86.78
TOTAL REVENUES	1,803,102	52,016.73	238,312.65	0.00	1,564,789.35	86.78
EXPENDITURE SUMMARY						
City Manager/Clerk	66,769	0.00	0.00	2,978.89	63,790.11	95.54
Police Department	193,470	0.00	0.00	0.00	193,470.00	100.00
Fire Department	565,977	0.00	0.00	0.00	565,977.00	100.00
Streets	105,634	48,265.00	49,515.00	0.00	56,119.00	53.13
Sanitation	406,555	0.00	0.00	0.00	406,555.00	100.00
Parks Department	135,515	5,687.88	5,687.88	0.00	129,827.12	95.80
Public Works Admin	4,370	0.00	0.00	0.00	4,370.00	100.00
Code Department	26,381	0.00	30,625.51	3,927.52	(8,172.03)	30.98-
Risk Manager	34,889	0.00	3,212.45	0.00	31,676.55	90.79
Information Systems Mgr	263,542	0.00	79,108.60	6,235.49	178,197.91	67.62
TOTAL EXPENDITURES	1,803,102	53,952.88	168,149.44	13,141.90	1,621,810.66	89.95
REVENUE OVER/(UNDER) EXPENDITURES	0	(1,936.15)	70,163.21	(13,141.90)	(57,021.31)	0.00

4.h.b

07 -General Fund - CIP

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Gen Fund - CIP Revenue						
=====================						
Intergovernmental						
07-00-73850 Insurance proceeds	0	0.00	1,250.00	0.00	(1,250.00)	0.00
07-00-73900 Nichols Hills Park Inc	0	5,687.88	5,687.88	0.00	(5,687.88)	0.00
07-00-73950 Resale of Property	0	160.00	225.00	0.00	(225.00)	0.00
TOTAL Intergovernmental	0	5,847.88	7,162.88	0.00	(7,162.88)	0.00
Investment Earnings						
07-00-78500 Interest Earnings	0	68.44	647.72	0.00	(647.72)	0.00
TOTAL Investment Earnings	0	68.44	647.72	0.00	(647.72)	0.00
Fund Balance Carryover						
07-00-79800 Carryover	1,249,897	0.00	0.00	0.00	1,249,897.00	100.00
TOTAL Fund Balance Carryover	1,249,897	0.00	0.00	0.00	1,249,897.00	100.00
Transfers						
07-00-79920 Deprecation Transfers In	553,205	46,100.41	230,502.05	0.00	322,702.95	58.33
TOTAL Transfers	553,205	46,100.41	230,502.05	0.00	322,702.95	58.33
TOTAL Gen Fund - CIP Revenue	1,803,102	52,016.73	238,312.65	0.00	1,564,789.35	86.78
TOTAL REVENUE	1,803,102	52,016.73	238,312.65	0.00	1,564,789.35	86.78

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

07 -General Fund - CIP

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
City Manager/Clerk						
Capital Projects						
07-02-88200 Capital Imp-Furniture	4,048	0.00	0.00	2,978.89	1,069.11	26.41
07-02-88400 Capital Imp-Software	31,600	0.00	0.00	0.00	31,600.00	100.00
07-02-88500 Capital Imp-Equipment	31,121	0.00	0.00	0.00	31,121.00	100.00
TOTAL Capital Projects	66,769	0.00	0.00	2,978.89	63,790.11	95.54
TOTAL City Manager/Clerk	66,769	0.00	0.00	2,978.89	63,790.11	95.54
Municipal Court						
Capital Projects						
Police Department						
Capital Projects						
07-06-88100 Capital Outlay - Vehicles	31,497	0.00	0.00	0.00	31,497.00	100.00
07-06-88200 Capital Imp-Furniture	4,846	0.00	0.00	0.00	4,846.00	100.00
07-06-88400 Capital Imp-Software	10,080	0.00	0.00	0.00	10,080.00	100.00
07-06-88500 Capital Imp-Equipment	42,000	0.00	0.00	0.00	42,000.00	100.00
07-06-88600 Capital Imp-Radios	88,116	0.00	0.00	0.00	88,116.00	100.00
07-06-88700 Capital Imp-Guns	16,931	0.00	0.00	0.00	16,931.00	100.00
TOTAL Capital Projects	193,470	0.00	0.00	0.00	193,470.00	100.00
TOTAL Police Department	193,470	0.00	0.00	0.00	193,470.00	100.00
Fire Department						
Capital Projects						
07-07-88100 Capital Outlay - Vehicles	331,286	0.00	0.00	0.00	331,286.00	100.00
07-07-88200 Capital Imp-Furniture	44,675	0.00	0.00	0.00	44,675.00	100.00
07-07-88400 Capital Imp-Software	3,607	0.00	0.00	0.00	3,607.00	100.00
07-07-88500 Capital Imp-Equipment	87,471	0.00	0.00	0.00	87,471.00	100.00
07-07-88600 Capital Imp-Radios	27,067	0.00	0.00	0.00	27,067.00	100.00
07-07-88800 Capital Imp-Medical	17,000	0.00	0.00	0.00	17,000.00	100.00
07-07-88900 Capital Imp-SCBA	33,088	0.00	0.00	0.00	33,088.00	100.00
07-07-89100 Capital Imp - Fire Hose	21,783	0.00	0.00	0.00	21,783.00	100.00
TOTAL Capital Projects	565,977	0.00	0.00	0.00	565,977.00	100.00
TOTAL Fire Department	565,977	0.00	0.00	0.00	565,977.00	100.00

4.h.b

07 -General Fund - CIP

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Streets						
Capital Projects						
07-09-88100 Capital Outlay - Vehicles	39,464	0.00	0.00	0.00	39,464.00	100.00
07-09-88500 Capital Imp-Equipment	51,569	0.00	0.00	0.00	51,569.00	100.00
07-09-89200 Capital Imp-Monument Entry	14,601	0.00	1,250.00	0.00	13,351.00	91.44
07-09-89500 Capital Outlay - Street Imp	0	48,265.00	48,265.00	0.00	(48,265.00)	0.00
TOTAL Capital Projects	105,634	48,265.00	49,515.00	0.00	56,119.00	53.13
TOTAL Streets	105,634	48,265.00	49,515.00	0.00	56,119.00	53.13
Sanitation						
Capital Projects						
07-10-88100 Capital Imp - Vehicles	406,555	0.00	0.00	0.00	406,555.00	100.00
TOTAL Capital Projects	406,555	0.00	0.00	0.00	406,555.00	100.00
TOTAL Sanitation	406,555	0.00	0.00	0.00	406,555.00	100.00
Parks Department						
Capital Projects						
07-11-88000 Capital Outlay	0	5,687.88	5,687.88	0.00	(5,687.88)	0.00
07-11-88100 Capital Outlay - Vehicles	28,000	0.00	0.00	0.00	28,000.00	100.00
07-11-88200 Capital Imp-Furniture	28,751	0.00	0.00	0.00	28,751.00	100.00
07-11-88500 Capital Imp-Equipment	78,764	0.00	0.00	0.00	78,764.00	100.00
TOTAL Capital Projects	135,515	5,687.88	5,687.88	0.00	129,827.12	95.80
TOTAL Parks Department	135,515	5,687.88	5,687.88	0.00	129,827.12	95.80
Public Works Admin						
Capital Projects						
07-12-88100 Capital Outlay - Vehicles	1,370	0.00	0.00	0.00	1,370.00	100.00
07-12-88500 Capital Imp-Equipment	3,000	0.00	0.00	0.00	3,000.00	100.00
TOTAL Capital Projects	4,370	0.00	0.00	0.00	4,370.00	100.00
TOTAL Public Works Admin	4,370	0.00	0.00	0.00	4,370.00	100.00

4.h.b

07 -General Fund - CIP

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
General Government						
Other Services						
Capital Projects						
Code Department						
Capital Projects						
07-14-88100 Capital Outlay - Vehicles	19,570	0.00	30,625.51	427.52	(11,483.03)	58.68-
07-14-88400 Capital Imp-Software	6,811	0.00	0.00	3,500.00	3,311.00	48.61
TOTAL Capital Projects	26,381	0.00	30,625.51	3,927.52	(8,172.03)	30.98-
TOTAL Code Department	26,381	0.00	30,625.51	3,927.52	(8,172.03)	30.98-
Risk Manager						
Capital Projects						
07-15-88100 Capital Outlay - Vehicles	23,402	0.00	0.00	0.00	23,402.00	100.00
07-15-88200 Capital Imp-Furniture	1,604	0.00	0.00	0.00	1,604.00	100.00
07-15-88500 Capital Imp-Equipment	9,883	0.00	3,212.45	0.00	6,670.55	67.50
TOTAL Capital Projects	34,889	0.00	3,212.45	0.00	31,676.55	90.79
TOTAL Risk Manager	34,889	0.00	3,212.45	0.00	31,676.55	90.79
Information Systems Mgr						
Capital Projects						
07-16-88200 Capital Imp-Furniture	3,574	0.00	0.00	0.00	3,574.00	100.00
07-16-88300 Capital Imp-Computers	189,177	0.00	76,616.60	2,724.82	109,835.58	58.06
07-16-88400 Capital Outlay - Software	7,142	0.00	0.00	0.00	7,142.00	100.00
07-16-88500 Capital Imp-Equipment	63,649	0.00	2,492.00	3,510.67	57,646.33	90.57
TOTAL Capital Projects	263,542	0.00	79,108.60	6,235.49	178,197.91	67.62
TOTAL Information Systems Mgr	263,542	0.00	79,108.60	6,235.49	178,197.91	67.62
TOTAL EXPENDITURES	1,803,102	53,952.88	168,149.44	13,141.90	1,621,810.66	89.95
REVENUE OVER/(UNDER) EXPENDITURES	0	(1,936.15)	70,163.21	(13,141.90)	(57,021.31)	0.00

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

08 -Sinking Fund
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
REVENUE SUMMARY						
Undesignated	4,807,040	11,670.70	91,193.90	0.00	4,715,846.10	98.10
TOTAL REVENUES	4,807,040	11,670.70	91,193.90	0.00	4,715,846.10	98.10
EXPENDITURE SUMMARY						
General Government	4,807,040	10.41	456,842.21	0.00	4,350,197.79	90.50
TOTAL EXPENDITURES	4,807,040	10.41	456,842.21	0.00	4,350,197.79	90.50
REVENUE OVER/(UNDER) EXPENDITURES	0	11,660.29	(365,648.31)	0.00	365,648.31	0.00

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

08 -Sinking Fund

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Undesignated						
Property Tax Spec Purpos						
08-00-71650 Ad Valorem Tax Revenue	4,799,040	11,667.16	90,861.96	0.00	4,708,178.04	98.11
TOTAL Property Tax Spec Purpos	4,799,040	11,667.16	90,861.96	0.00	4,708,178.04	98.11
Investment Earnings						
08-00-78500 Interest Earned	8,000	3.54	331.94	0.00	7,668.06	95.85
TOTAL Investment Earnings	8,000	3.54	331.94	0.00	7,668.06	95.85
Miscellaneous Revenue						
Fund Balance Carryover						
TOTAL Undesignated	4,807,040	11,670.70	91,193.90	0.00	4,715,846.10	98.10
TOTAL REVENUE	4,807,040	11,670.70	91,193.90	0.00	4,715,846.10	98.10

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

4.h.b

08 -Sinking Fund

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
General Government						
Other Services						
08-13-85400 Bank Charges	1,000	10.41	167.21	0.00	832.79	83.28
TOTAL Other Services	1,000	10.41	167.21	0.00	832.79	83.28
Capital Projects						
08-13-91000 Principle Payments - GO Bon	3,825,000	0.00	450,000.00	0.00	3,375,000.00	88.24
08-13-92000 Interest Payments on GO Bon	979,090	0.00	6,525.00	0.00	972,565.00	99.33
08-13-93000 Fiscal Charges - Trustee	1,950	0.00	150.00	0.00	1,800.00	92.31
TOTAL Capital Projects	4,806,040	0.00	456,675.00	0.00	4,349,365.00	90.50
TOTAL General Government	4,807,040	10.41	456,842.21	0.00	4,350,197.79	90.50
TOTAL EXPENDITURES	4,807,040	10.41	456,842.21	0.00	4,350,197.79	90.50
REVENUE OVER/(UNDER) EXPENDITURES	0	11,660.29	(365,648.31)	0.00	365,648.31	0.00

4.h.b

09 -Meter Deposits
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
REVENUE SUMMARY						

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

09 -Meter Deposits

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Undesignated						
Investment Earnings						

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

10 -911 Fund
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
REVENUE SUMMARY						
911 Fund Revenues	57,755	718.91	3,629.16	0.00	54,125.84	93.72
TOTAL REVENUES	57,755	718.91	3,629.16	0.00	54,125.84	93.72
EXPENDITURE SUMMARY						
General Government	500	0.00	0.00	0.00	500.00	100.00
911 Association	57,255	0.00	0.00	0.00	57,255.00	100.00
TOTAL EXPENDITURES	57,755	0.00	0.00	0.00	57,755.00	100.00
REVENUE OVER/(UNDER) EXPENDITURES	0	718.91	3,629.16	0.00	(3,629.16)	0.00

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

10 -911 Fund

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
911 Fund Revenues						
Property Tax Spec Purpos						
10-00-71800 911 ASSOCIATION	8,000	712.10	3,595.34	0.00	4,404.66	55.06
TOTAL Property Tax Spec Purpos	8,000	712.10	3,595.34	0.00	4,404.66	55.06
Investment Earnings						
10-00-78500 Interest Income	10	6.81	33.82	0.00	(23.82)	238.20-
TOTAL Investment Earnings	10	6.81	33.82	0.00	(23.82)	238.20-
Fund Balance Carryover						
10-00-79800 Carryover	49,745	0.00	0.00	0.00	49,745.00	100.00
TOTAL Fund Balance Carryover	49,745	0.00	0.00	0.00	49,745.00	100.00
TOTAL 911 Fund Revenues	57,755	718.91	3,629.16	0.00	54,125.84	93.72
TOTAL REVENUE	57,755	718.91	3,629.16	0.00	54,125.84	93.72

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

10 -911 Fund

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
General Government						
Material and Supplies						
10-13-83000 MATERIAL & SUPPLIES	500	0.00	0.00	0.00	500.00	100.00
TOTAL Material and Supplies	500	0.00	0.00	0.00	500.00	100.00
Other Services						
TOTAL General Government	500	0.00	0.00	0.00	500.00	100.00
911 Association						
Other Services						
10-26-85800 Contingency	57,255	0.00	0.00	0.00	57,255.00	100.00
TOTAL Other Services	57,255	0.00	0.00	0.00	57,255.00	100.00
TOTAL 911 Association	57,255	0.00	0.00	0.00	57,255.00	100.00
TOTAL EXPENDITURES	57,755	0.00	0.00	0.00	57,755.00	100.00
REVENUE OVER/(UNDER) EXPENDITURES	0	718.91	3,629.16	0.00	(3,629.16)	0.00

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

11 -Impound Fee Police Fund
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
REVENUE SUMMARY						
Impound Fee Fund	26,375	403.25	2,715.90	0.00	23,659.10	89.70
TOTAL REVENUES	26,375	403.25	2,715.90	0.00	23,659.10	89.70
EXPENDITURE SUMMARY						
Police Dept	26,375	0.00	0.00	0.00	26,375.00	100.00
TOTAL EXPENDITURES	26,375	0.00	0.00	0.00	26,375.00	100.00
REVENUE OVER/(UNDER) EXPENDITURES	0	403.25	2,715.90	0.00	(2,715.90)	0.00

4.h.b

11 -Impound Fee Police Fund

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Impound Fee Fund						
Fines & Forfeits						
11-00-76350 Police Impound Fees	3,500	400.00	2,700.00	0.00	800.00	22.86
TOTAL Fines & Forfeits	3,500	400.00	2,700.00	0.00	800.00	22.86
Investment Earnings						
11-00-78500 Interest Income	100	3.25	15.90	0.00	84.10	84.10
TOTAL Investment Earnings	100	3.25	15.90	0.00	84.10	84.10
Fund Balance Carryover						
11-00-79800 Carryover	22,775	0.00	0.00	0.00	22,775.00	100.00
TOTAL Fund Balance Carryover	22,775	0.00	0.00	0.00	22,775.00	100.00
TOTAL Impound Fee Fund	26,375	403.25	2,715.90	0.00	23,659.10	89.70
TOTAL REVENUE	26,375	403.25	2,715.90	0.00	23,659.10	89.70

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

11 -Impound Fee Police Fund

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Police Dept						
Material and Supplies						
Other Services						
11-06-84000 Equipment Maintenance	5,000	0.00	0.00	0.00	5,000.00	100.00
11-06-86850 Software Maintenance	4,000	0.00	0.00	0.00	4,000.00	100.00
11-06-86875 Maintenance - Auto Lic Read	17,375	0.00	0.00	0.00	17,375.00	100.00
TOTAL Other Services	26,375	0.00	0.00	0.00	26,375.00	100.00
TOTAL Police Dept	26,375	0.00	0.00	0.00	26,375.00	100.00
TOTAL EXPENDITURES	26,375	0.00	0.00	0.00	26,375.00	100.00
REVENUE OVER/(UNDER) EXPENDITURES	0	403.25	2,715.90	0.00	(2,715.90)	0.00

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

13 -Municipal Authority - CIP
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
REVENUE SUMMARY						
NHMA CIP - Revenues	1,591,422	11,526.05	40,262.04	0.00	1,551,159.96	97.47
TOTAL REVENUES	1,591,422	11,526.05	40,262.04	0.00	1,551,159.96	97.47
EXPENDITURE SUMMARY						
General Government	1,576,451	(8,322.76)	0.00	55,000.00	1,521,451.00	96.51
Information Systems	14,971	0.00	0.00	0.00	14,971.00	100.00
TOTAL EXPENDITURES	1,591,422	(8,322.76)	0.00	55,000.00	1,536,422.00	96.54
REVENUE OVER/(UNDER) EXPENDITURES	0	19,848.81	40,262.04	(55,000.00)	14,737.96	0.00

4.h.b

13 -Municipal Authority - CIP

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
NHMA CIP - Revenues						
Intergovernmental						
13-00-73850 Insurance Proceeds - etal	0	5,085.00	8,064.99	0.00	(8,064.99)	0.00
TOTAL Intergovernmental	0	5,085.00	8,064.99	0.00	(8,064.99)	0.00
Investment Earnings						
13-00-78500 Interest	0	38.05	182.05	0.00	(182.05)	0.00
TOTAL Investment Earnings	0	38.05	182.05	0.00	(182.05)	0.00
Fund Balance Carryover						
13-00-79800 Carryover	1,514,586	0.00	0.00	0.00	1,514,586.00	100.00
TOTAL Fund Balance Carryover	1,514,586	0.00	0.00	0.00	1,514,586.00	100.00
Transfers						
13-00-79920 Deprecation Transfers In	76,836	6,403.00	32,015.00	0.00	44,821.00	58.33
TOTAL Transfers	76,836	6,403.00	32,015.00	0.00	44,821.00	58.33
TOTAL NHMA CIP - Revenues	1,591,422	11,526.05	40,262.04	0.00	1,551,159.96	97.47
TOTAL REVENUE	1,591,422	11,526.05	40,262.04	0.00	1,551,159.96	97.47

4.h.b

13 -Municipal Authority - CIP

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
General Government						
Capital Projects						
13-12-88000 Capital Outlay	129,398	0.00	0.00	0.00	129,398.00	100.00
13-12-88100 Vehicles	125,515	0.00	0.00	0.00	125,515.00	100.00
13-12-88400 Capital Imp - Software	44,910	0.00	0.00	0.00	44,910.00	100.00
13-12-88500 Capital Imp - Equipment	107,340	(8,322.76)	0.00	55,000.00	52,340.00	48.76
13-12-88600 Capital Imp - Radios/Commun	5,271	0.00	0.00	0.00	5,271.00	100.00
13-12-89200 Capital Imp-Water Wells	1,064,017	0.00	0.00	0.00	1,064,017.00	100.00
13-12-89300 Capital Imp-Paint Water Tow	100,000	0.00	0.00	0.00	100,000.00	100.00
TOTAL Capital Projects	1,576,451	(8,322.76)	0.00	55,000.00	1,521,451.00	96.51
TOTAL General Government	1,576,451	(8,322.76)	0.00	55,000.00	1,521,451.00	96.51
Information Systems						
Capital Projects						
13-16-88300 Capital Outlay - Computers	14,971	0.00	0.00	0.00	14,971.00	100.00
TOTAL Capital Projects	14,971	0.00	0.00	0.00	14,971.00	100.00
TOTAL Information Systems	14,971	0.00	0.00	0.00	14,971.00	100.00
TOTAL EXPENDITURES	1,591,422	(8,322.76)	0.00	55,000.00	1,536,422.00	96.54
REVENUE OVER/(UNDER) EXPENDITURES	0	19,848.81	40,262.04	(55,000.00)	14,737.96	0.00

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

14 -Water Impact Fees Fund
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
REVENUE SUMMARY						
Water Impact Fee	122,344	15.31	6,887.54	0.00	115,456.46	94.37
TOTAL REVENUES	122,344	15.31	6,887.54	0.00	115,456.46	94.37
EXPENDITURE SUMMARY						
Water Impact Fee	122,344	0.00	0.00	0.00	122,344.00	100.00
TOTAL EXPENDITURES	122,344	0.00	0.00	0.00	122,344.00	100.00
REVENUE OVER/(UNDER) EXPENDITURES	0	15.31	6,887.54	0.00	(6,887.54)	0.00

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

14 -Water Impact Fees Fund

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Water Impact Fee						
Water						
14-00-75350 Water Capacity Charges	12,000	0.00	6,810.00	0.00	5,190.00	43.25
TOTAL Water	12,000	0.00	6,810.00	0.00	5,190.00	43.25
Investment Earnings						
14-00-78200 Interest Income	125	0.00	0.00	0.00	125.00	100.00
14-00-78500 Interest Income	0	15.31	77.54	0.00	(77.54)	0.00
TOTAL Investment Earnings	125	15.31	77.54	0.00	47.46	37.97
Fund Balance Carryover						
14-00-79800 Fund Balance Carryover	110,219	0.00	0.00	0.00	110,219.00	100.00
TOTAL Fund Balance Carryover	110,219	0.00	0.00	0.00	110,219.00	100.00
TOTAL Water Impact Fee	122,344	15.31	6,887.54	0.00	115,456.46	94.37
TOTAL REVENUE	122,344	15.31	6,887.54	0.00	115,456.46	94.37

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

14 -Water Impact Fees Fund

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Water Impact Fee						
================						
Material and Supplies						
Other Services						
Capital Projects						
14-22-89900 Capital - Water System	122,344	0.00	0.00	0.00	122,344.00	100.00
TOTAL Capital Projects	122,344	0.00	0.00	0.00	122,344.00	100.00
TOTAL Water Impact Fee	122,344	0.00	0.00	0.00	122,344.00	100.00
TOTAL EXPENDITURES	122,344	0.00	0.00	0.00	122,344.00	100.00
REVENUE OVER/(UNDER) EXPENDITURES	0	15.31	6,887.54	0.00	(6,887.54)	0.00

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

15 -Sewer Impact Fee Fund
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
REVENUE SUMMARY						
Sewer Impact Fee	83,140	9.95	2,813.40	0.00	80,326.60	96.62
TOTAL REVENUES	83,140	9.95	2,813.40	0.00	80,326.60	96.62
EXPENDITURE SUMMARY						
Sewer Impact Fee	83,140	0.00	0.00	0.00	83,140.00	100.00
TOTAL EXPENDITURES	83,140	0.00	0.00	0.00	83,140.00	100.00
REVENUE OVER/(UNDER) EXPENDITURES	0	9.95	2,813.40	0.00	(2,813.40)	0.00

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

15 -Sewer Impact Fee Fund

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Sewer Impact Fee						
Wastewater						
15-00-75750 Sewer Capacity Charges	11,000	0.00	2,763.00	0.00	8,237.00	74.88
TOTAL Wastewater	11,000	0.00	2,763.00	0.00	8,237.00	74.88
Investment Earnings						
15-00-78500 Interest Income	140	9.95	50.40	0.00	89.60	64.00
TOTAL Investment Earnings	140	9.95	50.40	0.00	89.60	64.00
Fund Balance Carryover						
15-00-79800 Fund Balance Carryover	72,000	0.00	0.00	0.00	72,000.00	100.00
TOTAL Fund Balance Carryover	72,000	0.00	0.00	0.00	72,000.00	100.00
TOTAL Sewer Impact Fee	83,140	9.95	2,813.40	0.00	80,326.60	96.62
TOTAL REVENUE	83,140	9.95	2,813.40	0.00	80,326.60	96.62

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

4.h.b

15 -Sewer Impact Fee Fund

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Sewer Impact Fee						
================						
Material and Supplies						
Other Services						
Capital Projects						
15-23-89900 Capital - Sewer System	83,140	0.00	0.00	0.00	83,140.00	100.00
TOTAL Capital Projects	83,140	0.00	0.00	0.00	83,140.00	100.00
TOTAL Sewer Impact Fee	83,140	0.00	0.00	0.00	83,140.00	100.00
TOTAL EXPENDITURES	83,140	0.00	0.00	0.00	83,140.00	100.00
REVENUE OVER/(UNDER) EXPENDITURES	0	9.95	2,813.40	0.00	(2,813.40)	0.00

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

17 -Drainage Fee Fund
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
REVENUE SUMMARY						
Revenues	142,682	5,466.46	27,306.35	0.00	115,375.65	80.86
TOTAL REVENUES	142,682	5,466.46	27,306.35	0.00	115,375.65	80.86
EXPENDITURE SUMMARY						
Drainage	142,682	0.00	6,200.00	0.00	136,482.00	95.65
TOTAL EXPENDITURES	142,682	0.00	6,200.00	0.00	136,482.00	95.65
REVENUE OVER/(UNDER) EXPENDITURES	0	5,466.46	21,106.35	0.00	(21,106.35)	0.00

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

17 -Drainage Fee Fund

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Revenues						
========						
Water						
17-00-75370 Drainage Fee	52,000	5,453.47	27,244.72	0.00	24,755.28	47.61
TOTAL Water	52,000	5,453.47	27,244.72	0.00	24,755.28	47.61
Investment Earnings						
17-00-78500 Interest Income	75	12.99	61.63	0.00	13.37	17.83
TOTAL Investment Earnings	75	12.99	61.63	0.00	13.37	17.83
Fund Balance Carryover						
17-00-79800 Fund Balance Carryover	90,607	0.00	0.00	0.00	90,607.00	100.00
TOTAL Fund Balance Carryover	90,607	0.00	0.00	0.00	90,607.00	100.00
TOTAL Revenues	142,682	5,466.46	27,306.35	0.00	115,375.65	80.86
TOTAL REVENUE	142,682	5,466.46	27,306.35	0.00	115,375.65	80.86

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

17 -Drainage Fee Fund

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Drainage						
Capital Projects						
17-24-89900 Drainage Capital	142,682	0.00	6,200.00	0.00	136,482.00	95.65
TOTAL Capital Projects	142,682	0.00	6,200.00	0.00	136,482.00	95.65
TOTAL Drainage	142,682	0.00	6,200.00	0.00	136,482.00	95.65
TOTAL EXPENDITURES	142,682	0.00	6,200.00	0.00	136,482.00	95.65
REVENUE OVER/(UNDER) EXPENDITURES	0	5,466.46	21,106.35	0.00	(21,106.35)	0.00

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

18 -Health Insurance Fund
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
REVENUE SUMMARY						
Revenues	973,047	915,347.78	1,446,392.69	0.00	(473,345.69)	48.65-
TOTAL REVENUES	973,047	915,347.78	1,446,392.69	0.00	(473,345.69)	48.65-
EXPENDITURE SUMMARY						
Revenues	1,000	34.37	217.38	0.00	782.62	78.26
Expenses	972,047	998,407.09	1,322,536.89	0.00	(350,489.89)	36.06-
TOTAL EXPENDITURES	973,047	998,441.46	1,322,754.27	0.00	(349,707.27)	35.94-
REVENUE OVER/(UNDER) EXPENDITURES	0	(83,093.68)	123,638.42	0.00	(123,638.42)	0.00

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

4.h.b

18 -Health Insurance Fund

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Revenues						
========						
Investment Earnings						
18-00-78500 Interest Income	50	57.06	125.89	0.00	(75.89)	151.78-
TOTAL Investment Earnings	50	57.06	125.89	0.00	(75.89)	151.78-
Miscellaneous Revenue						
18-00-79550 Misc. Income	10,000	826,134.60	1,009,735.56	0.00	(999,735.56)	9,997.36-
TOTAL Miscellaneous Revenue	10,000	826,134.60	1,009,735.56	0.00	(999,735.56)	9,997.36-
Fund Balance Carryover						
18-00-79805 Premium Revenue	962,997	89,156.12	436,531.24	0.00	526,465.76	54.67
TOTAL Fund Balance Carryover	962,997	89,156.12	436,531.24	0.00	526,465.76	54.67
TOTAL Revenues	973,047	915,347.78	1,446,392.69	0.00	(473,345.69)	48.65-
TOTAL REVENUE	973,047	915,347.78	1,446,392.69	0.00	(473,345.69)	48.65-

4.h.b

18 -Health Insurance Fund

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Revenues						
========						
Other Services						
18-00-85400 Bank Charges	1,000	34.37	217.38	0.00	782.62	78.26
TOTAL Other Services	1,000	34.37	217.38	0.00	782.62	78.26
TOTAL Revenues	1,000	34.37	217.38	0.00	782.62	78.26
Expenses						
========						
Personnel Services						
18-13-80510 Premium Expense	192,021	16,490.72	80,397.91	0.00	111,623.09	58.13
18-13-80520 Health Insurance Claims	754,826	979,305.87	1,223,179.95	0.00	(468,353.95)	62.05-
18-13-80530 Adminstration Cost	25,200	2,610.50	18,959.03	0.00	6,240.97	24.77
TOTAL Personnel Services	972,047	998,407.09	1,322,536.89	0.00	(350,489.89)	36.06-
TOTAL Expenses	972,047	998,407.09	1,322,536.89	0.00	(350,489.89)	36.06-
TOTAL EXPENDITURES	973,047	998,441.46	1,322,754.27	0.00	(349,707.27)	35.94-
REVENUE OVER/(UNDER) EXPENDITURES	0	(83,093.68)	123,638.42	0.00	(123,638.42)	0.00

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

20 -Designated Funds-Parks
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
REVENUE SUMMARY						
Revenues	0	53.41	1,500,210.70	0.00	(1,500,210.70)	0.00
TOTAL REVENUES	0	53.41	1,500,210.70	0.00	(1,500,210.70)	0.00
EXPENDITURE SUMMARY						
Parks Donations	0	42,500.00	42,500.00	109,500.00	(152,000.00)	0.00
TOTAL EXPENDITURES	0	42,500.00	42,500.00	109,500.00	(152,000.00)	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	(42,446.59)	1,457,710.70	(109,500.00)	(1,348,210.70)	0.00

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

4.h.b

20 -Designated Funds-Parks

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Revenues						
Investment Earnings						
20-00-78500 Interest Income	0	53.41	210.70	0.00	(210.70)	0.00
TOTAL Investment Earnings	0	53.41	210.70	0.00	(210.70)	0.00
Miscellaneous Revenue						
20-00-79520 Donations - Parks	0	0.00	1,500,000.00	0.00	(1,500,000.00)	0.00
TOTAL Miscellaneous Revenue	0	0.00	1,500,000.00	0.00	(1,500,000.00)	0.00
Fund Balance Carryover						
TOTAL Revenues	0	53.41	1,500,210.70	0.00	(1,500,210.70)	0.00
TOTAL REVENUE	0	53.41	1,500,210.70	0.00	(1,500,210.70)	0.00

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

4.h.b

20 -Designated Funds-Parks

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Parks Donations						
===============						
Material and Supplies						
20-11-83900 Other Services & Charges	0	42,500.00	42,500.00	109,500.00	(152,000.00)	0.00
TOTAL Material and Supplies	0	42,500.00	42,500.00	109,500.00	(152,000.00)	0.00
TOTAL Parks Donations	0	42,500.00	42,500.00	109,500.00	(152,000.00)	0.00
TOTAL EXPENDITURES	0	42,500.00	42,500.00	109,500.00	(152,000.00)	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	(42,446.59)	1,457,710.70	(109,500.00)	(1,348,210.70)	0.00

4.h.b

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: NOVEMBER 30TH, 2021

80 -General Obligation Bonds
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
REVENUE SUMMARY						
Int Earned/Misc Receipts	0	1,563.24	4,966.41	0.00	(4,966.41)	0.00
TOTAL REVENUES	0	1,563.24	4,966.41	0.00	(4,966.41)	0.00
EXPENDITURE SUMMARY						
2016 GO Bond	0	0.00	135,436.77	0.00	(135,436.77)	0.00
2018 GO Bond	0	43,842.63	48,315.10	19,001.58	(67,316.68)	0.00
2019 GO Bond	0	92,013.67	838,660.45	76,974.93	(915,635.38)	0.00
2020 GO Bond	0	29,190.23	1,088,820.31	2,237,375.36	(3,326,195.67)	0.00
2021 GO Bond	0	116,821.21	166,160.14	2,645,188.88	(2,811,349.02)	0.00
TOTAL EXPENDITURES	0	281,867.74	2,277,392.77	4,978,540.75	(7,255,933.52)	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	(280,304.50)	(2,272,426.36)	(4,978,540.75)	7,250,967.11	0.00

4.h.b

80 -General Obligation Bonds

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Int Earned/Misc Receipts						
Intergovernmental						
Investment Earnings						
Miscellaneous Revenue						
80-00-79086 Interest Income 2016 GO Bd	0	0.00	63.06	0.00	(63.06)	0.00
80-00-79088 Interest Income 2018 GO Bon	0	7.92	41.87	0.00	(41.87)	0.00
80-00-79089 Interest Income 2019 GO Bon	0	82.41	711.68	0.00	(711.68)	0.00
80-00-79090 Interest Income 2020 GO Bd	0	90.02	1,459.80	0.00	(1,459.80)	0.00
80-00-79091 Interest Income 2021 GO Bon	0	1,382.89	2,690.00	0.00	(2,690.00)	0.00
TOTAL Miscellaneous Revenue	0	1,563.24	4,966.41	0.00	(4,966.41)	0.00
Fund Balance Carryover						
TOTAL Int Earned/Misc Receipts	0	1,563.24	4,966.41	0.00	(4,966.41)	0.00
TOTAL REVENUE	0	1,563.24	4,966.41	0.00	(4,966.41)	0.00

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

4.h.b

80 -General Obligation Bonds

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
2012 GO Bond						
Other Services						
Capital Projects						
Transfers Out						
2015 GO Bond						
Other Services						
Capital Projects						
Transfers Out						
2016 GO Bond						
Other Services						
80-86-85400 Bank Charges	0	0.00	86.97	0.00	(86.97)	0.00
TOTAL Other Services	0	0.00	86.97	0.00	(86.97)	0.00
Capital Projects						
Transfers Out						
80-86-99150 Parks	0	0.00	1,239.55	0.00	(1,239.55)	0.00
80-86-99200 Town Hall	0	0.00	134,110.25	0.00	(134,110.25)	0.00
TOTAL Transfers Out	0	0.00	135,349.80	0.00	(135,349.80)	0.00
TOTAL 2016 GO Bond	0	0.00	135,436.77	0.00	(135,436.77)	0.00
2017 GO Bond						
Other Services						
Capital Projects						
Transfers Out						

4.h.b

80 -General Obligation Bonds

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
2018 GO Bond						
============						
Other Services						
80-88-85400 Bank Charges	0	16.83	86.01	0.00	(86.01)	0.00
TOTAL Other Services	0	16.83	86.01	0.00	(86.01)	0.00
Capital Projects						
Transfers Out						
80-88-99400 Communications & Data Syste	0	2,212.05	6,615.34	8,115.33	(14,730.67)	0.00
80-88-99800 Other Expenses Paid from In	0	41,613.75	41,613.75	10,886.25	(52,500.00)	0.00
TOTAL Transfers Out	0	43,825.80	48,229.09	19,001.58	(67,230.67)	0.00
TOTAL 2018 GO Bond	0	43,842.63	48,315.10	19,001.58	(67,316.68)	0.00
2019 GO Bond						
============						
Other Services						
80-89-85400 Bank Charges	0	89.92	463.38	0.00	(463.38)	0.00
TOTAL Other Services	0	89.92	463.38	0.00	(463.38)	0.00
Capital Projects						
80-89-98550 Water Projects	0	15,832.50	749,117.95	68,346.53	(817,464.48)	0.00
TOTAL Capital Projects	0	15,832.50	749,117.95	68,346.53	(817,464.48)	0.00
Transfers Out						
80-89-99450 Communications & Data Syste	0	0.00	1,079.12	8,628.40	(9,707.52)	0.00
80-89-99800 Other Expenses Paid from In	0	76,091.25	88,000.00	0.00	(88,000.00)	0.00
TOTAL Transfers Out	0	76,091.25	89,079.12	8,628.40	(97,707.52)	0.00
TOTAL 2019 GO Bond	0	92,013.67	838,660.45	76,974.93	(915,635.38)	0.00
2020 GO Bond						
============						
Other Services						
80-90-85400 Bank Charges	0	103.93	537.92	0.00	(537.92)	0.00
TOTAL Other Services	0	103.93	537.92	0.00	(537.92)	0.00
Capital Projects						
80-90-96550 Public Works Facility	0	6,750.00	29,625.00	61,000.00	(90,625.00)	0.00
80-90-97550 Paving (Streets)	0	3,677.40	1,023,521.88	18,937.20	(1,042,459.08)	0.00
80-90-98550 Water Projects	0	0.00	5,745.50	0.00	(5,745.50)	0.00
80-90-98750 Sanitary Sewer System	0	0.00	0.00	22,922.92	(22,922.92)	0.00
80-90-98950 Traffic Controls	0	0.00	6,626.79	2,260.32	(8,887.11)	0.00
TOTAL Capital Projects	0	10,427.40	1,065,519.17	105,120.44	(1,170,639.61)	0.00

4.h.b

80 -General Obligation Bonds

% OF YEAR COMPLETED: 41.67

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
Transfers Out						
80-90-99700 Fire	0	17,466.58	17,466.58	2,072,254.92	(2,089,721.50)	0.00
80-90-99800 Other Expenses Paid from In	0	1,192.32	5,296.64	60,000.00	(65,296.64)	0.00
TOTAL Transfers Out	0	18,658.90	22,763.22	2,132,254.92	(2,155,018.14)	0.00
TOTAL 2020 GO Bond	0	29,190.23	1,088,820.31	2,237,375.36	(3,326,195.67)	0.00
2021 GO Bond						
============						
Other Services						
80-91-85400 Bank Charges	0	111.17	616.80	0.00	(616.80)	0.00
TOTAL Other Services	0	111.17	616.80	0.00	(616.80)	0.00
Capital Projects						
80-91-97550 Paving (Streets)	0	113,553.29	127,462.04	2,409,919.80	(2,537,381.84)	0.00
80-91-98550 Water Projects	0	3,156.75	18,168.85	220,442.00	(238,610.85)	0.00
80-91-98750 Sanitary Sewer System	0	0.00	0.00	14,827.08	(14,827.08)	0.00
80-91-98950 Parks	0	0.00	19,912.45	0.00	(19,912.45)	0.00
TOTAL Capital Projects	0	116,710.04	165,543.34	2,645,188.88	(2,810,732.22)	0.00
Transfers Out						
TOTAL 2021 GO Bond	0	116,821.21	166,160.14	2,645,188.88	(2,811,349.02)	0.00
TOTAL EXPENDITURES	0	281,867.74	2,277,392.77	4,978,540.75	(7,255,933.52)	0.00
REVENUE OVER/(UNDER) EXPENDITURES	0	(280,304.50)	(2,272,426.36)	(4,978,540.75)	7,250,967.11	0.00

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

4.h.b

99 -Pooled Cash
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 41.67

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
REVENUE SUMMARY						

Attachment: RG REV & EXP W-ENC (ROLL) - 4161 1 (5530 : 4 h Finance Director's Report)

4.h.b

99 -Pooled Cash

% OF YEAR COMPLETED: 41.67

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING

City of Nichols Hills
2016 GO Bond Issue

AS OF: **11/30/21**

	Street - Paving Projects	Parks	Town Hall	Communications & Data Systems	Expenses Paid From Interest Earned	TOTAL
Account Number:	80-86-97550	80-86-99150	80-86-99200	80-86-99450	80-86-99800	
						-
Issue Amount	150,000.00	1,000,000.00	3,000,000.00	50,000.00		4,200,000.00
Premium	4,191.94	27,945.64	83,839.38	1,397.31		117,374.27
Net Interest earned & Bank Fees					59,723.97	59,723.97
Prior Years:						
Issuance Expense	1,664.64	11,097.00	33,293.48	554.88		46,610.00
2015-2016			420,826.85			420,826.85
2016-2017	95,911.43		2,038,372.60	34,363.01		2,168,647.04
2017-2018	27,981.87	470,483.77	311,524.32	16,479.42	32,741.02	859,210.40
2018-2019	28,634.00	147,009.43	18,029.50	-	6,005.71	199,678.64
2019-2020	-	225,008.60	106,560.38	-	14,630.83	346,199.81
2020-2021	-	173,107.29	21,122.00	-	2,895.73	197,125.02
2021-2022	-	1,239.55	134,110.25	-	3,450.68	138,800.48
7/31/2021		1,239.55	1,648.00			2,887.55
8/31/2021			33,568.00			33,568.00
9/30/2021			1,648.00			1,648.00
10/31/2021			97,246.25			97,246.25
11/30/2021					3,450.68	3,450.68
PROJECT COST TOTAL TO DATE:	154,191.94	1,027,945.64	3,083,839.38	51,397.31	59,723.97	4,377,098.24
Available Funds - Prior to encumbrances	(0.00)	0.00	0.00	(0.00)	-	-
ENCUMBRANCES:						-
Available Funds - After encumbrances	(0.00)	0.00	0.00	(0.00)	-	0.00

CASH	-
CD'S	-
EXPENSE ACCRUED	-
ENCUMBRANCES	-
	-

Interest Earnings:

Prior Fiscal Years	61,927.56
Current Fiscal Year	63.06
Bank Charges:	
Prior Fiscal Years	(2,179.68)
Current Fiscal Year	(86.97)
FUNDS AVAILABLE	(0.00)

City of Nichols Hills
2018 GO Bond Issue

AS OF: 11/30/21

	Street - Paving Projects	Water System	Sanitary Sewer Systems	Communications & Data Systems	Expenses Paid From Interest Earned	TOTAL
Account Number:	80-88-97550	80-88-98550	80-88-98750	80-88-99400	80-88-99800	
						-
Issue Amount	1,150,000.00	1,450,000.00	300,000.00	100,000.00		3,000,000.00
Premium	25,774.38	32,497.74	6,723.75	2,241.25		67,237.11
Net Interest earned & Bank Fees					109,073.67	109,073.67
Prior Years:						
Issuance Expense	17,901.67	22,571.67	4,670.00	1,556.67		46,700.00
2018-2019	61,636.90	401,469.36	188,184.41	-	19,510.00	670,800.67
2019-2020	1,090,917.71	807,343.31	113,869.34	12,444.54	36,420.84	2,060,995.74
2020-2021	5,318.10	251,113.40	-	73,509.37	444.00	330,384.87
2021-2022	-	-	-	6,615.34	41,613.75	48,229.09
7/31/2021				451.09		451.09
8/31/2021						-
9/30/2021						-
10/31/2021				3,952.20		3,952.20
11/30/2021				2,212.05	41,613.75	43,825.80
PROJECT COST TOTAL TO DATE:	1,175,774.38	1,482,497.74	306,723.75	94,125.92	97,988.59	3,157,110.37
Available Funds - Prior to encumbrances	(0.00)	(0.00)	-	8,115.33	11,085.08	19,200.41
Due to Pre-Eng & Design						
ENCUMBRANCES:						19,001.58
Wireless Master Plan — Monte PO #17-12080				8,115.33		
Jenco - Fire & City Hall — PO#17-16880					10,886.25	
Available Funds - After encumbrances	(0.00)	(0.00)	-	0.00	198.83	198.83

CASH	63,026.21
CD'S	-
EXPENSE ACCRUED	(43,825.80)
ENCUMBRANCES	(19,001.58)
	198.83

Interest Earnings:	
Prior Fiscal Years	111,614.16
Current Fiscal Year	41.87
Bank Charges:	
Prior Fiscal Years	(2,496.35)
Current Fiscal Year	(86.01)
FUNDS AVAILABLE	198.83

City of Nichols Hills
2019 GO Bond Issue

AS OF: 11/30/21

	Street - Paving Projects	Water System	Sanitary Sewer Systems	Traffic Control	Communications & Data Systems	Expenses Paid From Interest Earned	TOTAL
Account Number:	80-89-97550	80-89-98550	80-89-98750	80-89-98950	80-89-99450	80-89-99800	
							-
Issue Amount	1,220,000.00	1,580,000.00	50,000.00	50,000.00	100,000.00		3,000,000.00
Premium	41,183.77	53,336.35	1,687.86	1,687.86	3,375.72		101,271.56
Net Interest earned & Bank Fees						88,340.04	88,340.04
Prior Years:							
Issuance Expense	18,747.33	24,279.33	768.33	768.33	1,536.67		46,100.00
2018-2019	60,765.00	12,000.00	-	16,602.07	-	-	89,367.07
2019-2020	1,060,931.76	77,089.33	41,757.88	33,613.76	-	-	1,213,392.73
2020-2021	120,739.67	231,762.46	9,161.65	703.70	92,131.49	-	454,498.97
2021-2022	-	749,117.95	-	-	1,079.12	88,000.00	838,197.07
7/31/2021		3,901.50					3,901.50
8/31/2021		523,497.75			1,079.12		524,576.87
9/30/2021		122,930.50					122,930.50
10/31/2021		82,955.70				11,908.75	94,864.45
11/30/2021		15,832.50				76,091.25	91,923.75
PROJECT COST TOTAL TO DATE:	1,261,183.76	1,094,249.07	51,687.86	51,687.86	94,747.28	88,000.00	2,641,555.84
Available Funds - Prior to encumbrances	0.00	539,087.28	(0.00)	(0.00)	8,628.44	340.04	548,055.76
ENCUMBRANCES:							
WC-1901 Water Line SRB PO# 17-11415		35,880.00					
Utility Service - Move AMI PO#17-16461		5,800.00					
Clark Equipment PO #17-16913		755.86					76,974.97
WC-1902 Bedford SRB PO #17-12669		17,550.00					
Stolz Telecom PO #17-16583		8,360.67					
Jenco - Fire & City Hall PO#17-16880					8,628.44		
Available Funds - After encumbrances	0.00	470,740.75	(0.00)	(0.00)	0.00	340.04	471,080.79

CASH	639,979.51
CD'S	-
EXPENSE ACCRUED	(91,923.75)
ENCUMBRANCES	(76,974.97)
	471,080.79

Interest Earnings:	
Prior Fiscal Years	90,446.25
Current Fiscal Year	711.68
Bank Charges:	
Prior Fiscal Years	(2,354.51)
Current Fiscal Year	(463.38)
FUNDS AVAILABLE	471,080.79

City of Nichols Hills
2020 GO Bond Issue

AS OF: 11/30/21

	Street - Paving Projects	Water System	Sanitary Sewer Systems	Traffic Control	Technology	Fire	Police	PW Facility	Expenses Paid From Interest Earned	TOTAL
Account Number:	80-90-97550	80-90-98550	80-90-98750	80-90-98950	80-90-99450	80-90-99700	80-90-99600	80-90-96550	80-90-99800	
Issue Amount	3,795,000.00	560,000.00	250,000.00	220,000.00	270,000.00	2,230,000.00	100,000.00	375,000.00		7,800,000.00
Premium	147,329.36	21,740.30	9,705.49	8,540.83	10,481.93	86,572.99	3,882.20	14,558.24		302,811.34
Net Interest earned & Bank Fees									82,344.52	82,344.52
Prior Years:										
Issuance Expense	48,196.50	7,112.00	3,175.00	2,794.00	3,429.00	28,321.00	1,270.00	4,762.50		99,060.00
2019-2020	121,231.08	160,177.66	12,681.00	1,317.37	164,780.00	173,605.00	-	12,688.80	-	646,480.91
2020-2021	2,515,171.75	131,930.86	220,926.57	53,321.61	34,850.00	102,348.42	102,612.20	11,023.00	8,927.92	3,181,112.33
2021-2022	1,023,521.88	5,745.50	-	6,626.79	-	17,466.58	-	29,625.00	5,296.64	1,088,282.39
7/31/2021	211,596.69	2,775.00							1,126.98	215,498.67
8/31/2021	343,987.76	735.00		3,641.79				9,375.00	1,114.34	358,853.89
9/30/2021	462,892.63	2,235.50						8,437.50	968.76	474,534.39
10/31/2021	1,367.40			2,985.00				5,062.50	894.24	10,309.14
11/30/2021	3,677.40					17,466.58		6,750.00	1,192.32	29,086.30
PROJECT COST TOTAL TO DATE:	3,708,121.21	304,966.02	236,782.57	64,059.77	203,059.00	321,741.00	103,882.20	58,099.30	14,224.56	5,014,935.63
Available Funds - Prior to encumbrances	234,208.15	276,774.28	22,922.92	164,481.06	77,422.93	1,994,831.99	(0.00)	331,458.94	68,119.96	3,170,220.23
Due to Pre-Eng & Design										
ENCUMBRANCES:										
PW Facility Phase III SRB PO 17-15504								61,000.00		
PC 2002 Glenwood Ave SRB PO 17-12296	18,937.20									
SC-2101 City Wide PO #17-16584			22,922.92							2,237,375.36
Jenco - Fire & City Hall PO#17-16880					77,422.93	1,871,975.07			60,000.00	
FSB - Fire & City Hall PO #17-16881						122,856.92				
Pelco Products PO #17-16690				2,260.32						
Available Funds - After encumbrances	215,270.95	276,774.28	0.00	162,220.74	0.00	(0.00)	(0.00)	270,458.94	8,119.96	932,844.87

CASH	729,306.53
CD'S	2,470,000.00
EXPENSE ACCRUED	(29,086.30)
ENCUMBRANCES	(2,237,375.36)
	932,844.87

Interest Earnings:	
Prior Fiscal Years	79,443.33
Current Fiscal Year	4,910.48
Bank Charges:	
Prior Fiscal Years	(1,471.37)
Current Fiscal Year	(537.92)
FUNDS AVAILABLE	932,844.87

City of Nichols Hills
2021 GO Bond Issue

AS OF: 11/30/21

		Street - Paving Projects	Water System	Sanitary Sewer Systems	Parks	Police	PW Facility	Expenses Paid From Interest Earned	TOTAL
Account Number:		80-91-97550	80-91-98550	80-91-98750	80-91-98950	80-91-99600	80-91-96550	80-91-99800	
Issue Amount		3,019,000.00	2,989,000.00	320,000.00	630,000.00	112,000.00	730,000.00		7,800,000.00
Premium		35,405.32	35,053.50	3,752.80	7,388.33	1,313.48	8,561.08		91,474.50
Net Interest Earned & Bank Fees								2,731.96	2,731.96
Prior Years:									
Issuance Expense		38,331.62	37,950.72	4,062.97	7,998.98	1,422.04	9,268.66		99,035.00
2020-2021		-	32,339.15	42,000.00	-	111,891.44	-	30.00	186,260.59
2021-2022		127,462.04	18,168.85	-	19,912.45	-	-	-	165,543.34
7/31/2021					7,040.45				7,040.45
8/31/2021			3,788.10						3,788.10
9/30/2021		9,572.85							9,572.85
10/31/2021		4,335.90	11,224.00		12,872.00				28,431.90
11/30/2021		113,553.29	3,156.75						116,710.04
PROJECT COST TOTAL TO DATE:		165,793.66	88,458.72	46,062.97	27,911.43	113,313.48	9,268.66	30.00	450,838.93
Available Funds - Prior to encumbrances		2,888,611.66	2,935,594.78	277,689.83	609,476.89	(0.00)	729,292.41	2,701.96	7,443,367.53
ENCUMBRANCES:									
PC-2102 Bedford & Glenwood	Rudy PO 17-16882	1,163,416.25							
Water Treatment Facility	SRB PO 17-15227		144,192.00						
PC-2102 Bedford	SRB PO 17-17050	51,712.50							
PC-2101 7300 Nichols Rd	SRB PO 17-16437	2,830.18							
PC-2101 7100 Nichols Road	SRB PO 17-15617	7,421.12							2,647,328.88
PC-2101 Buttram	SRB PO 17-15618	34,900.95							
PC-2104 Avondale	SRB PO 17-16585	167,131.00							
SC-2101 City Wide	SRB PO 17-16584			14,827.08					
PC-2103 Guilford	SRB PO 17-16586	84,915.00							
PC-2101 Buttram & Nichols	CGC PO 17-16587	897,592.80	76,250.00						
Curb Replacement	PO 17-17059	2,140.00			-				
Available Funds - After encumbrances		476,551.86	2,715,152.78	262,862.75	609,476.89	(0.00)	729,292.41	2,701.96	4,796,038.65

CASH	635,077.57
CD'S	6,925,000.00
EXPENSE ACCRUED	(116,710.04)
ENCUMBRANCES	(2,647,328.88)
	4,796,038.65

Interest Earnings:	
Prior Fiscal Years	1,632.10
Current Fiscal Year	2,690.00
Bank Charges:	
Prior Fiscal Years	(973.34)
Current Fiscal Year	(616.80)
FUNDS AVAILABLE	4,796,038.65

Monthly Report – November 2021

Information Systems
City of Nichols Hills

Neil A. Gray, Information Systems Manger
Scott Johnston, Information Systems Technician
6407 Avondale Drive, Nichols Hills, Oklahoma 73116, (405) 879-8870 Fax (405) 842-8409 E-mail it@nicholshills.net

Monthly Report – November 2021

To follow is a summary of activities in the Information Systems Department during the month.

New Clock Faces for Plaza Aniversary Clock:

The last time we performed the annual maintenance on the Plaza Anerversary Clock, the technician from the clock manufacturer, Verdin, recommended replacing the Lexan Clock Faces on the clock. He stated that the old ones were getting clouded with age and suggested changing them soon. This month, the clock faces were purchased and will be changed out during the next annual maintenance appointment.

Water Well Security Camera Training:

Training was held in the Public Works Conference Room on the water Well security Cameras. Topics ranged from remote viewing and managing the cameras to how to set up alarm software fences on the cameras.

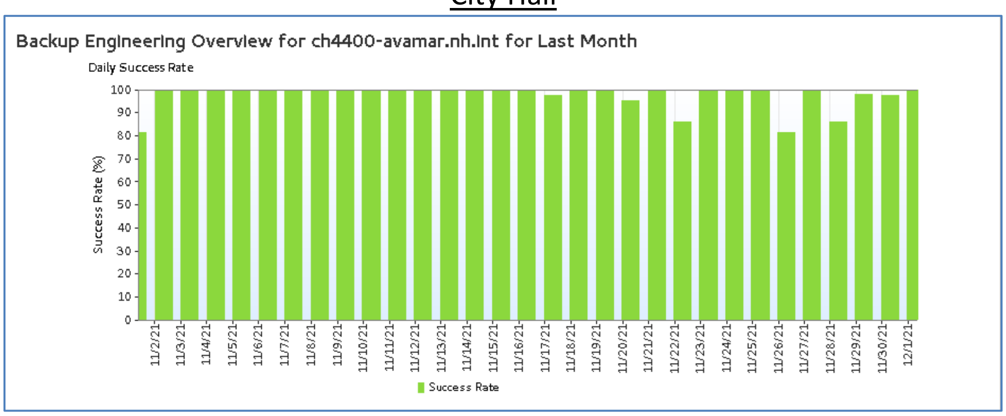
Wireless Master Plan Meeting:

Attended a meeting with Engineers from Monte R. Lee about the Wireless Master Plan they are working on.

Backup System Reports:

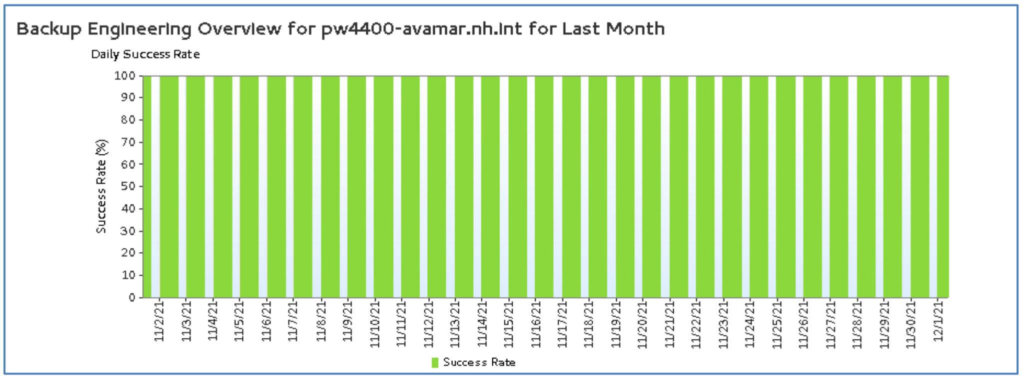
The new Data Backup Systems performed well this month at City Hall and Public Works. Backup systems generate reports each month showing the results of their backup procedures for the month:

City Hall



Monthly Report – November 2021

Public Works



Malware, Botnets, and Spyware/Adware Reports:

Action by Month

Month	Action Taken	Mail High Level Events	% of Subtotal
Nov	Accept	20238	44.74%
	Delay	1781	3.94%
	Discard	192	0.42%
	Quarantine	2047	4.53%
	Quarantine;Replace;Notification	1	0.00%
	Reject	20968	46.36%
	Replace;Notification	3	0.01%
	System Quarantine;Notification	2	0.00%
	Subtotal (8)	45232	100.00%
	Total	**45232**	**100%**

Mail Category by Month

Month	Categories	Mail Filtering Events	% of Subtotal
Nov	Not Spam	20238	44.74%
	Spam	24990	55.25%
	Virus	4	0.01%
	Subtotal (3)	45232	100.00%
	Total	**45232**	**100%**

Top Virus by Month

Top Virus by Month			
Month	Virus Name	Mail High Level Events	% of Subtotal
Nov	HTML/Agent.CAP!tr	2	50.00%
	HTML/Phish.E868!tr	1	25.00%
	MSExcel/Agent.JZ!tr	1	25.00%
	Subtotal (3)	4	100.00%
	Total	4	100%

Top Virus Client Location by Day of Month

Top Virus Client Location by Day of Month			
Day of Month	Virus Client Location	Messages	% of Subtotal
01	Germany (DE)	1	100.00%
	Subtotal (1)	1	25.00%
02	United States (US)	1	100.00%
	Subtotal (1)	1	25.00%
30	United States (US)	2	100.00%
	Subtotal (1)	2	50.00%
	Total	4	100%

Published Procedure on Fiber-Optic Line Cuts:

Publish a Procedure on the best way to handle the repair of damages and/or cuts to City-owned Fiber Optic lines. The City has several fiber-optic lines that are crucial to the computer network. The procedure outlined the best way to wade through the various methods during an event where a contractor damages or cuts fiber-optic cables.

Email Phishing Tests:

We conduct a monthly employee email phishing test. Each employee receives a different email. Six employees fell victim to our test emails. Although our numbers are still low, we will continue to educate employees to be vigilant about security.

Phishing Security Test Report

11/18/2021 - 11/26/2021

Campaign: Monthly Phishing

Monthly from category: Government, Online Services, Current Events, Phishing For Sensitive Information, Holiday, Business, Reported Phishes of the Week

Groups: Employees

Statistics — See report at https://training.knowbe4.com

Phish-prone Percentage	Recipients	Deliveries	Clicks	Attachment Opened	Data Entered	Other Failures	PAB Reported	Bounces
9.8%	61	61	6	0	0	0	0	0

Phish-prone Percentage is calculated from the total number of phishing test failures divided by the number of emails delivered.

General Department Activities:

1. Scheduled all meetings for November on the broadcast server.
2. Met with support partner to troubleshoot an access control card reader that was not working.
3. Configured a profile on the front desk workstation for the Assistant Finance Director.
4. Worked with a support partner to troubleshoot and fix software issues on networking devices.
5. Updated more mobile devices and endpoint protection clients.
6. Added more bad actors to the City firewalls.
7. Configured a registry script and deployed it to all workstations.
8. Worked with a support partner to troubleshoot and fix software issues on software servers.
9. Updated City servers with critical updates.
10. Created a training video on how to set up City email services on a cellular phone.
11. Replaced a battery backup device on the Assistant Finance Directors' workstation.
12. Troubleshoot and fixed an issue with the Assistant Finance Directors' scanner.
13. Added content to the City website for the Public Works Chief Building Inspector.

14. Consulted with a support engineer on proper configuration sets for the City firewalls.
15. Deployed a new endpoint protection client to all the City workstations and servers.
16. Tested backup software by restoring an entire server image from the backup device.
17. Tested the City broadcast systems before a meeting.
18. Recorded and broadcast the City Council meeting.
19. Uploaded the City Council meeting to the On-Demand server.
20. Attended a meeting with a telephone support partner to discuss future projects.
21. Deployed all critical updates to all City workstations and servers.
22. Updated all computers in all Police units.
23. Assisted EMSA technical support with connection issue on a terminal in Dispatch.
24. Configured a scanner setting on the front desk workstation to remove unwanted background images from scans.
25. Added information to the City website about the City being closed for the Thanksgiving Holiday.
26. Assisted the Police Detective with an audio file not playing all of the recordings.
27. Tested broadcast systems before a meeting.
28. Recorded and broadcast the Building Commission meeting.
29. Attended 1Password Management Software Demo.
30. Uploaded recording of meeting to the On-Demand server.
31. Removed City access for a former employee.
32. Assisted the Police Detective with a network connection issue to the file servers.
33. Updated City Managers TV workstation.
34. Presented employee orientation for a Dispatch employee.
35. Helped the Assistant Finance Director with email issues.
36. Created document imaging accounts for Dispatcher to allow for future digital document storing.
37. Attended Carbon Black endpoint security demo.
38. Captured a Building Commission pre-meeting for Public Works from the City video system for future viewing.
39. Uploaded Special City Council meeting to On-Demand server.
40. Assisted Police Officer with a password reset.
41. Assisted Dispatch with the fax machine that could not send or receive faxes.
42. Installed software on the Assistant Police Chiefs' computer, which will allow for editing PDF documents.
43. Assisted the Fire Chief with the issue of logging into the GPS dashboard program.

SRB
ENGINEERING | SURVEYING | PLANNING
SMITH ROBERTS BALDISCHWILER, LLC

November 30, 2021

Honorable Mayor and City Council
City of Nichols Hills
6407 Avondale Drive
Nichols Hills, Oklahoma 73116

RE: Monthly Engineer's Report

Dear Mayor and City Council:

Following is the Engineer's Report for the December 14, 2021 Council Meeting.

2019 G.O. Bond Issue:

- **Water Improvements – Waterline Relocation Along Kelley Avenue**
  Project advertised in November; Bids opened December 13th. On agenda for approval to award.

2020 G.O. Bond Issue:

2021 G.O. Bond Issue:

- **Paving Improvements to the 1500 Block of Buttram Road, the 7100 Block of Nichols Road, and the 7300 Block of Nichols Road (PC-2101)**

Contractor:	CGC, LLC	Original Contract Amount:	$1,073,766.41
Start Date:	October 18, 2021	Amended Contract Amount:	-
Award Date:	September 8, 2021	Claims to Date Less Ret.:	$99,923.61
Project Duration:	150 Calendar Days	Amount Remaining:	$1,073,766.41
Days Used:	40	Percent Complete:	25%

- **Paving Improvements to the 1400, 1500 & 1600 Block of Bedford Road and the 1200 Block of Glenwood Avenue (PC-2102)**

Contractor:	Rudy Construction Co.	Original Contract Amount:	$1,163,416.25
Start Date:	November 8, 2021	Amended Contract Amount:	-
Award Date:	October 12, 2021	Claims to Date Less Ret.:	-
Project Duration:	180 Calendar Days	Amount Remaining:	$1,163,416.25
Days Used:	20	Percent Complete:	5%

- **Public Works Improvements (FC-2101)**
  Task Order Executed. Design underway.

OKLAHOMA CITY | 100 N.E. 5TH STREET, OKLAHOMA CITY, OK 73104 | PHONE: (405) 840-7094 | FAX: (405) 840-9116
NORMAN | 2500 MCGEE DRIVE, SUITE 100, NORMAN, OK 73072 | PHONE: (405) 418-2288 | FAX: (405) 418-2289
WWW.SRBOK.COM

- **Water Treatment Facility (WC-2101)**
  Task Order Executed. Design underway.

2021/2022 G.O. Bond Issue:

- **Paving Improvements to the 1500 Block of Guilford Lane (PC-2103)**
  Task Order Executed. Design underway.

- **Paving Improvements to the 6500 & 6800 Blocks of Avondale Drive (PC-2104)**
  Task Order Executed. Design underway.

Sincerely,

Smith Roberts Baldischwiler, LLC

Grady Wade

Grady J. Wade, P.E.
City Engineer

GJW/edp
Cc: File 116000

OKLAHOMA CITY | 100 N.E. 5TH STREET, OKLAHOMA CITY, OK 73104 | PHONE: (405) 840-7094 | FAX: (405) 840-9116
NORMAN | 2500 MCGEE DRIVE, SUITE 100, NORMAN, OK 73072 | PHONE: (405) 418-2288 | FAX: (405) 418-2289
WWW.SRBOK.COM

5.a.a

FUND: General Fund

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	MISC VENDOR AIR COMFORT	00-72075	Plumbing Permits	AIR COMFORT SOLUTIONS:	124.50
	DMR PLUMBING	00-72075	Plumbing Permits	DMR PLUMBING DESIGN LLC:	500.00
	OKLAHOMA UNIFORM BUILDING CO	00-32600	Uniform Building Cod	PERMIT FEES NOVEMBER 2021	340.00
				TOTAL:	964.50
Administration	VERIZON WIRELESS	02-84700	Telephone	MONTHLY CHARGES	202.59
	GRANICUS	02-84400	Software Agreements	AGENDA SOFTWARE NOV 21	385.87
	VISA	02-84300	Training & Membershi	FIRE DPT PERSONNEL MATTER	18.26
		02-84300	Training & Membershi	TRAINING SUSTAINABILITY	59.42
	PETTY CASH	02-84300	Training & Membershi	NOVEMBER 2021 RECEIPTS	94.40
		02-84300	Training & Membershi	NOVEMBER 2021 RECEIPTS	59.20
	VISA	02-83000	Material & Supplies	TRAINING	35.64
	AT&T 831-001-0000 521	02-84700	Telephone	MONTHLY CHARGES	87.26
	CMAO	02-84300	Training & Membershi	MEMBERSHIP DUES	740.00
	TYLER TECHNOLOGIES INC	02-84000	Equipment Maintenanc	CASH DRAWER MAINTENANCE	102.49
	OFFICE DEPOT 35315277	02-83000	Material & Supplies	TONER CARTRIDGE	150.48
	OMAG	02-80600	Worker's Comp	WORKERS COMP 3RD INSTALL	2,352.32
				TOTAL:	4,287.93
City Attorney	WILLIAMS BOX FORSHEE & BULLA	04-87100	Legal Services	LEGAL SERVICES	40,665.63
				TOTAL:	40,665.63
Municipal Court	AT&T 831-001-0000 521	05-84700	Telephone	MONTHLY CHARGES	87.26
	TYLER TECHNOLOGIES INC	05-84000	Equipment Maintenanc	CASH DRAWER MAINTENANCE	102.49
	OMAG	05-80600	Worker's Comp	WORKERS COMP 3RD INSTALL	585.93
				TOTAL:	775.68
Police Department	REYNOLDS FORD	06-84100	Vehicle Maintenance	UNIT 37 REPAIRS	1,692.86
		06-84100	Vehicle Maintenance	UNIT 37 REPAIRS	342.12
	VERIZON WIRELESS	06-84700	Telephone	MONTHLY CHARGES	386.61
	SHEPHERD AUTOMOTIVE LLC	06-84100	Vehicle Maintenance	VEHICLE MAINTENANCE	68.41
		06-84100	Vehicle Maintenance	VEHICLE MAINTENANCE	68.41
		06-84100	Vehicle Maintenance	VEHICLE MAINTENANCE	68.41
		06-84100	Vehicle Maintenance	VEHICLE MAINTENANCE	68.38
	VISA	06-84000	Equipment Maintenanc	LEADS ONLINE RENEWAL	1,718.00
		06-83000	Material & Supplies	MEASURING WHEELS	191.82
		06-84100	Vehicle Maintenance	CAR WASH	19.99
	TRANSUNION RISK AND ALTERNAT	06-84000	Equipment Maintenanc	ACCESS TO DATABASE	100.00
	VISA	06-84300	Training & Membershi	AMMO FOR QUALIFICATION	231.65
		06-83000	Material & Supplies	TURQUETTE ID PHOTO	45.00
		06-83000	Material & Supplies	JOB POSTING	25.48
	PETROLEUM TRADERS CORPORATIO	06-84900	Fuel	UNLEADED FULE	3,045.33
	CINTAS CORP. #064	06-81100	Uniform Allowance	PUBLIC WORKS UNIFORMS	66.65
	CITY OF YUKON POLICE TRAININ	06-84300	Training & Membershi	RANGE RENTAL	225.00
	ASPEN BUILDING SERVICES OF O	06-85000	Janitorial Services	CLEANING SERVICES	1,262.50
	ImageNet Consulting, LLC	06-83000	Material & Supplies	PRINTING FEES	186.32
	METRO EMERGENCY UPFITTERS	06-84100	Vehicle Maintenance	GPS UPGRADE	860.00
	AT&T 287288038708	06-84700	Telephone	FIRST NET POLICE	543.36
	AT&T 405 843-5672 126 1	06-84700	Telephone	MONTHLY CHARGES	673.08
	AT&T 831-001-0000 521	06-84700	Telephone	MONTHLY CHARGES	349.00
	ZACK BEASLEY	06-84300	Training & Membershi	FIREARMS TRAINING	750.00
	ID SPECIALISTS INC	06-83000	Material & Supplies		9.50
	OMAG	06-80600	Worker's Comp	WORKERS COMP 3RD INSTALL	14,691.21
	ONG	06-84800	Utilities	MONTHLY CHARGES	56.66

5.a.a

FUND: General Fund

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	OREILLY AUTOMOTIVE STORES IN	06-84100	Vehicle Maintenance	BULBS, BATTERY, FUSES	10.88
		06-84100	Vehicle Maintenance	BULBS, BATTERY, FUSES	28.16
		06-84100	Vehicle Maintenance	BULBS, BATTERY, FUSES	83.66
		06-84100	Vehicle Maintenance	BULBS, BATTERY, FUSES	141.51
		06-84300	Training & Membershi	HEADLIGHT	7.25
				TOTAL:	28,017.21
Fire Department	WAL-MART #9502	07-83000	Material & Supplies	STATION SUPPLIES	346.60
		07-83000	Material & Supplies	STATION SUPPLIES	60.00
	EMSA	07-85200	EMSA Subsidy	NOVEMBER SUBSIDY 2022	2,506.68
	LANCE BURCHETT	07-84300	Training & Membershi	TC: CPS CERTIFICATION	137.00
	CONRAD FIRE EQUIPMENT	07-84100	Vehicle Maintenance	E-33 DRAIN	209.15
		07-84100	Vehicle Maintenance	E-33 DISCHARGE VALVE	334.35
		07-84100	Vehicle Maintenance	E-33 PRIMER REPAIR	750.65
	VERIZON WIRELESS	07-84700	Telephone	MONTHLY CHARGES	194.17
	VISA	07-84300	Training & Membershi	TOLL FEES	7.95
	VISA	07-83000	Material & Supplies	STATION SUPPLIES	95.44
		07-84300	Training & Membershi	TC: MANAGING MAYDAYS WORK	339.96
	PETROLEUM TRADERS CORPORATIO	07-84900	Fuel	DIESEL FUEL	106.29
		07-84900	Fuel	UNLEADED FULE	689.80
	FPS TECHNOLOGIES, INC.	07-84200	Building Maintenance	5 YEAR INSPECTION	710.00
	AT&T 287288038669	07-84700	Telephone	FIRST NET FIRE	181.58
	PETTY CASH	07-84000	Equipment Maintenanc	NOVEMBER 2021 RECEIPTS	5.20
	AT&T 405 843-5672 126 1	07-84700	Telephone	MONTHLY CHARGES	224.36
	AT&T 831-001-0000 521	07-84700	Telephone	MONTHLY CHARGES	174.51
	GANNETT HOLDINGS LLC CENTRAL	07-84500	Fire Department Publ	NEWSPAPER SUBSCRIPTION	567.60
	OMAG	07-80600	Worker's Comp	WORKERS COMP 3RD INSTALL	9,159.39
	ONG	07-84800	Utilities	MONTHLY CHARGES	56.65
	OREILLY AUTOMOTIVE STORES IN	07-84100	Vehicle Maintenance	APPARATUS SUPPLIES	67.62
	OKLAHOMA STATE UNIVERSITY -	07-84300	Training & Membershi	CLASS REGISTRATION	300.00
		07-84300	Training & Membershi	INSPECTOR I REGISTRATION	350.00
	KENNY REYES	07-84300	Training & Membershi	TC: MANAGING MAYDAYS WORK	17.63
				TOTAL:	17,592.58
City Engineer	SMITH ROBERTS BALDISCHWILER	08-86075	Engineering Fees	63rd Crosswalk	5,957.25
		08-86075	Engineering Fees	GRAND PARK	1,050.00
		08-86075	Engineering Fees	GENERAL ENGINEERING	7,619.98
				TOTAL:	14,627.23
Street Department	TRAVIS VOICE & DATA	09-84700	Telephone	MONTHLY CHARGES	22.20
		09-84700	Telephone	MONTHLY CHARGES	22.20
	WESTLAKE HARDWARE	09-84100	Vehicle Maintenance	PART FOR STREET SWEEPER	1.16
	VERIZON WIRELESS	09-84700	Telephone	MONTHLY CHARGES	134.55
	US FLEET TRACKING	09-84100	Vehicle Maintenance	PUBLIC WORKS GPS	89.85
	CINTAS CORP. #064	09-81100	Uniform Allowance	PUBLIC WORKS UNIFORMS	407.46
	CRAFCO INC	09-83000	Material & Supplies	COLD PATCH	520.00
	CONTRACTORS SUPPLY	09-83000	Material & Supplies	CONCRETE	94.35
	DOLESE BROS CO	09-83000	Material & Supplies	CONCRETE	172.00
		09-83000	Material & Supplies	CONCRETE	284.00
	OG&E	09-85500	Street Lighting	MONTHLY CHARGES	6,439.24
		09-85500	Street Lighting	MONTHLY CHARGES	27.91
		09-85500	Street Lighting	MONTHLY CHARGES	27.39
		09-85500	Street Lighting	MONTHLY CHARGES	26.85
		09-85500	Street Lighting	MONTHLY CHARGES	26.33

Attachment: AP Council Report - 4159 (5534 : 5 Total Warrants & Claims)

FUND: General Fund

5.a.a

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		09-85500	Street Lighting	MONTHLY CHARGES	26.53
		09-85500	Street Lighting	MONTHLY CHARGES	30.32
	OMAG	09-80600	Worker's Comp	WORKERS COMP 3RD INSTALL	2,938.24
	ONG	09-84800	Utilities	MONTHLY CHARGES	28.94
				TOTAL:	11,319.52
Sanitation	CITY OF MIDWEST CITY	10-85800	Landfill Disposal	HAZARDOUS WASTE	70.00
	US FLEET TRACKING	10-84100	Vehicle Maintenance	PUBLIC WORKS GPS	119.80
	RED WING SHOES	10-83500	Safety Supplies	BOOTS	130.00
	PREMIER TRUCK GROUP	10-84100	Vehicle Maintenance	SANITATION TRUCK WORK	1,125.79
		10-84100	Vehicle Maintenance	SANITATION TRUCK REPAIR	828.05
	PETROLEUM TRADERS CORPORATIO	10-84900	Fuel	DIESEL FUEL	1,394.73
	CINTAS CORP. #064	10-81100	Uniform Allowance	PUBLIC WORKS UNIFORMS	803.63
	REPUBLIC SERVICES	10-85800	Landfill Disposal	COMMERCIAL GARBAGE	64.26
		10-85825	Commercial Garbage D	COMMERCIAL GARBAGE	8,664.75
	SOUTHEAST LANDFILL - 4061	10-85800	Landfill Disposal	NOVEMBER 2021	4,940.56
	OMAG	10-80600	Worker's Comp	WORKERS COMP 3RD INSTALL	5,876.49
	ONG	10-84800	Utilities	MONTHLY CHARGES	28.94
				TOTAL:	24,047.00
Parks Department	WESTLAKE HARDWARE	11-85700	Parks Maintenance	EXT CORDS	25.77
	PETTY CASH	11-83000	Material & Supplies	NOVEMBER 2021 RECEIPTS	10.00
	CROSSLAND'S A & A RENT ALL	11-85700	Parks Maintenance	CEMENT MIXER	80.00
	HOME DEPOT	11-85700	Parks Maintenance	CONCRETE SUPPLIES	147.86
	IRRIGATION STATION	11-85700	Parks Maintenance	PIPE FITTINGS	8.70
		11-85700	Parks Maintenance	PARKS MAINT	185.70
		11-85700	Parks Maintenance	PARKS	54.89
	NORTHWEST LAWN MAINTENANCE I	11-85900	Park Maintenance Con	PARKS MAINTENANCE	10,602.50
		11-85900	Park Maintenance Con	PARKS MAINTENANCE	5,780.00
		11-85700	Parks Maintenance	TREE TRANSPLANT	500.00
		11-85700	Parks Maintenance	IRRIGATION AT CITY HALL	351.70
				TOTAL:	17,747.12
Public Works Admin	TRAVIS VOICE & DATA	12-84700	Telephone	MONTHLY CHARGES	59.20
		12-84700	Telephone	MONTHLY CHARGES	59.20
	VERIZON WIRELESS	12-84700	Telephone	MONTHLY CHARGES	124.57
	VISA	12-84100	Vehicle Maintenance	CARWASH	10.00
		12-84100	Vehicle Maintenance	CARWASH	13.00
	TERMINIX PROCESSING CENTER	12-84200	Building Maintenance	PEST CONTROL	73.00
	PETROLEUM TRADERS CORPORATIO	12-84900	Fuel	UNLEADED FULE	1,398.99
	ASPEN BUILDING SERVICES OF O	12-85000	Janitorial Services	CLEANING SERVICES	745.00
	AT&T 831-001-0000 521	12-84700	Telephone	MONTHLY CHARGES	43.63
	OMAG	12-80600	Worker's Comp	WORKERS COMP 3RD INSTALL	624.70
	ONG	12-84800	Utilities	MONTHLY CHARGES	28.94
				TOTAL:	3,180.23
General Government	SUMMIT BUSINESS SYSTEM INC	13-83000	Material & Supplies	MAINTENANCE CONTRACT	936.89
	RITE WAY SHREDDING	13-87000	Misc. Expenses	SHREDDING	89.00
	VISA	13-83000	Material & Supplies	AMAZON	429.79
	TERMINIX PROCESSING CENTER	13-84200	Building Maintenance	PEST CONTROL	38.00
		13-84200	Building Maintenance	PEST CONTROL	38.00
		13-84200	Building Maintenance	PEST CONTROL	89.00
	WASHINGTON PRIME	13-87000	Misc. Expenses	COMMUNITY DAY SPONSOR	20,000.00
	ASPEN BUILDING SERVICES OF O	13-85000	Janitorial Services	CLEANING SERVICES	1,362.50

FUND: General Fund

5.a.a

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	OCD SPECIALISTS LLC	13-84200	Building Maintenance	DISINFECTION	1,360.00
	AT&T 831-001-0000 521	13-84700	Telephone	MONTHLY CHARGES	43.63
	FINLEY & COOK CERTIFIED PUBL	13-86400	Auditing Fees	FINANCIAL AUDIT	1,500.00
	QUADIENT FINANCE USA INC	13-86900	Postage	POSTAGE	502.97
	CRAWFORD & ASSOCIATES PC	13-86400	Auditing Fees	PROFESSIONAL SERVICES	738.13
	EUREKA WATER CO	13-83000	Material & Supplies	TANK RENTAL	17.50
		13-83000	Material & Supplies	5 GAL WATER	51.00
		13-83000	Material & Supplies	5 GAL WATER	67.05
	FRIDAY	13-86300	Publications	NOTICES AND PUBLICATIONS	186.75
		13-86300	Publications	NOTICES AND PUBLICATIONS	119.90
		13-86300	Publications	NOTICES AND PUBLICATIONS	90.05
		13-86300	Publications	NOTICES AND PUBLICATIONS	46.75
		13-86300	Publications	NOTICES AND PUBLICATIONS	77.40
		13-86300	Publications	NOTICES AND PUBLICATIONS	76.95
	JOURNAL RECORD PUBLISHING CO	13-86300	Publications	MONTHLY CHARGES	95.76
		13-86300	Publications	NOTICES AND PUBLICATIONS	96.21
		13-86300	Publications	NOTICES AND PUBLICATIONS	94.40
		13-86300	Publications	NOTICES AND PUBLICATIONS	84.60
		13-86300	Publications	NOTICES AND PUBLICATIONS	168.60
		13-86300	Publications	NOTICES AND PUBLICATIONS	78.88
		13-86300	Publications	NOTICES AND PUBLICATIONS	98.10
		13-86300	Publications	NOTICES AND PUBLICATIONS	97.80
		13-86300	Publications	NOTICES AND PUBLICATIONS	97.80
	OG&E	13-84800	Utilities	MONTHLY CHARGES	1,338.60
	OMAG	13-86100	Liability Insurance/	UMBRELLA LIABILITY	4,340.50
		13-86100	Liability Insurance/	3RD QTR PROPERTY	15,345.75
	ONG	13-84800	Utilities	MONTHLY CHARGES	56.66
				TOTAL:	49,854.92
Code Department	TRAVIS VOICE & DATA	14-84700	Telephone	MONTHLY CHARGES	44.40
		14-84700	Telephone	MONTHLY CHARGES	44.40
	WESTLAKE HARDWARE	14-83000	Material & Supplies	TAPE MEASURES	45.98
	BLUE BEACON TRUCK WASHES	14-84100	Vehicle Maintenance	TRUCK WASH	31.60
	VERIZON WIRELESS	14-84700	Telephone	MONTHLY CHARGES	250.56
	US FLEET TRACKING	14-84100	Vehicle Maintenance	PUBLIC WORKS GPS	119.90
	PETROLEUM TRADERS CORPORATIO	14-84900	Fuel	UNLEADED FULE	145.64
	CINTAS CORP. #064	14-81100	Uniform Rental	PUBLIC WORKS UNIFORMS	517.16
	FIRE PROTECTION CONSULTING I	14-88850	Life and Safety	FIRE SPRINKLER PLANS	209.07
	AT&T 287307218639	14-84700	Telephone	MONTHLY CHARGES	91.40
	OMAG	14-80600	Worker's Comp	WORKERS COMP 3RD INSTALL	1,370.03
	ONG	14-84800	Utilities	MONTHLY CHARGES	28.94
				TOTAL:	2,899.08
Risk Manager	VERIZON WIRELESS	15-84700	Telephone	MONTHLY CHARGES	42.28
	VISA	15-83000	Material & Supplies	IMPRINT.COM	873.99
		15-83000	Material & Supplies	SAFETY AWARDS-AMAZON	348.90
		15-83000	Material & Supplies	LOGOSHIRTSDIRECT	1,442.86
		15-83000	Material & Supplies	ORIENTAL TRADING COMPANY	133.92
		15-84300	Training & Membershi	RRI INDUSTRIES	907.81
		15-83000	Material & Supplies	AMAZON	44.88
		15-83000	Material & Supplies	AMAZON	123.92
		15-83000	Material & Supplies	AMAZON	175.34
		15-83000	Material & Supplies	AMAZON	429.93
		15-83000	Material & Supplies	AMAZON	213.34

5.a.a

FUND: General Fund

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		15-84100	Vehicle Maintenance	AQUA EXPRESS	10.00
		15-83000	Material & Supplies	PROMOTION ON ORDER	39.00-
	PETROLEUM TRADERS CORPORATIO	15-84900	Fuel	UNLEADED FULE	83.33
	BFAC.COM	15-84850	Wellness Program	WELLNESS APP	24,999.50
	AT&T 831-001-0000 521	15-84700	Telephone	MONTHLY CHARGES	43.63
	OMAG	15-80600	Worker's Comp	WORKERS COMP 3RD INSTALL	585.93
				TOTAL:	30,420.56
Information Systems Mg	COX COMMUNICATIONS	16-84600	Lease/Rental	MONTHLY CHARGES	59.70
		16-84600	Lease/Rental	CITY HALL INTERNET	539.99
		16-84600	Lease/Rental	MONTLY CHARGES	257.94
	VERIZON WIRELESS	16-84700	Telephone	MONTHLY CHARGES	206.22
	TANGENT	16-84000	Equipment Maintenanc	VDI SERVER LICENSE	1,799.99
	VISA	16-84000	Equipment Maintenanc	MISC SUPPLIES	315.71
		16-84000	Equipment Maintenanc	RUCKUS WIRELESS LIC	328.83
		16-84000	Equipment Maintenanc	FEE	6.27
		16-84000	Equipment Maintenanc	SHORT PAID FOPEIGN FEE	0.30
	VISA	16-83000	Material Supplies	PLANNER	112.24
	AT&T 831-001-0000 521	16-84700	Telephone	MONTHLY CHARGES	43.63
	OMAG	16-80600	Worker's Comp	WORKERS COMP 3RD INSTALL	1,176.16
				TOTAL:	4,846.98

Attachment: AP Council Report - 4159 (5534 : 5 Total Warrants & Claims)

5.a.a

FUND: Street & Alley

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
Streets & Alley	SMITH ROBERTS BALDISCHWILER	09-85800	Contingency	1600 BLK Bedford	1,214.62
				TOTAL:	1,214.62

5.a.a

FUND: Designated Funds-Pol

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
Police Department	TROCHTAS FLOWERS INC	06-83000	Material & Supplies	FLOWERS JACKSON BROTHER	85.00
	VISA	06-83000	Material & Supplies	MCGINLEY NEW BABY GIFT	100.00
				TOTAL:	185.00

Attachment: AP Council Report - 4159 (5534 : 5 Total Warrants & Claims)

5.a.a

FUND: Municipal Authority

DEPARTMENT	VENDOR NAME		GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	MISC VENDOR	RITTO, FABIO	00-34150	Utility Refunds	01-00127-17	94.41
		MITCHELL, AU	00-34150	Utility Refunds	02-00827-07	223.93
					TOTAL:	318.34
Municipal Authority	MISC VENDOR	LORI RAPPAPO	12-83000	Materials & Supplies	SPRINKLER REPAIR	150.00
	TRAVIS VOICE & DATA		12-84700	Telephone	MONTHLY CHARGES	22.20
			12-84700	Telephone	MONTHLY CHARGES	22.20
	CITY OF THE VILLAGE		12-87700	OKC Sewer Charges	SEWER CHARGES	536.00
	WESTLAKE HARDWARE		12-84500	Well Maintenance	PAINT BRUSHES	20.45
			12-83000	Materials & Supplies	CHAINS	72.00
	TPSI		12-84950	Printing & Processin	UTILITY LATE NOTICES	99.20
			12-84950	Printing & Processin	UTILITY INVOICES	1,352.15
	ACCURATE ENVIRONMENT		12-83400	Lab Chemicals	TESTING	540.00
			12-83400	Lab Chemicals	TESTING	540.00
			12-83400	Lab Chemicals	COLIFORM	112.00
	VERIZON WIRELESS		12-84700	Telephone	MONTHLY CHARGES	719.61
	CANADIAN VALLEY TURF FARM		12-83000	Materials & Supplies	SOD	128.79
	UTILITY TECHNOLOGY SERVICES		12-83000	Materials & Supplies	WATER METERS	1,120.00
			12-83000	Materials & Supplies	WATER METERS	1,410.00
			12-83000	Materials & Supplies	MXUs	1,440.00
	US FLEET TRACKING		12-84100	Vehicle Maintenance	PUBLIC WORKS GPS	269.45
	BRENNTAG SOUTHWEST		12-84500	Well Maintenance	CHLORINE GAS 3 CYL	872.70
			12-84500	Well Maintenance	CHLORINE	1,016.10
	VERMEER GREAT PLAINS, INC.		12-84000	Equipment Maintenanc	PRESSURE WASHER	1,188.99
			12-84000	Equipment Maintenanc	SHIPPING FOR PUMP	68.75
			12-84000	Equipment Maintenanc	VAlve	151.04
			12-84000	Equipment Maintenanc	VERMEER GREAT PLAINS, INC.	41.27-
			12-84000	Equipment Maintenanc	SERVICE ON VAC	495.49
	PETROLEUM TRADERS CORPORATIO		12-84900	Fuel	DIESEL FUEL	3,123.69
			12-84900	Fuel	UNLEADED FULE	4,372.06
	CINTAS CORP. #064		12-81100	Uniform Rental	PUBLIC WORKS UNIFORMS	534.34
	SOUTH CENTRAL INDUSTRIES INC		12-83200	Office Supplies	PAPER PRODUCTS	73.70
	CITY OF OKLAHOMA CITY		12-87700	OKC Sewer Charges	MONTHLY CHARGES	60,844.63
	VISA		12-84500	Well Maintenance	CPS - GEN PART	347.52
			12-83000	Materials & Supplies	JUMPER CABLES	19.99
	FINLEY & COOK CERTIFIED PUBL		12-86400	Auditing Fees	FINANCIAL AUDIT	1,500.00
	AT&T 287307218639		12-84700	Telephone	FIRST NET PUBLIC WORKS	1,124.12
	CLARK EQUIPMENT CO. DBA BOBC		12-84000	Equipment Maintenanc	PALLET FORK	540.36
	CRAWFORD & ASSOCIATES PC		12-86400	Auditing Fees	PROFESSIONAL SERVICES	738.12
	GRAYBAR ELECTRIC INC		12-83000	Materials & Supplies	WIRE NUTS	83.05
	INTERSTATE BATTERY SUPPLY		12-84000	Equipment Maintenanc	BATTERY	166.95
			12-84100	Vehicle Maintenance	UNIT 18	100.62
			12-84000	Equipment Maintenanc	WELL GENERATOR	328.85
	TYLER TECHNOLOGIES INC		12-84000	Equipment Maintenanc	CASH DRAWER MAINTENANCE	102.49
	IRRIGATION STATION		12-83000	Materials & Supplies	SEWER PIPE PARTS	243.81
			12-83000	Materials & Supplies	4" PVC PIPE	528.80
			12-83000	Materials & Supplies	IRRIGATION STATION	198.12-
	OFFICE DEPOT 35315277		12-83200	Office Supplies	SUPPLIES	144.61
	OG&E		12-84800	Utilities	MONTHLY CHARGES	211.25
			12-84800	Utilities	MONTHLY CHARGES	362.15
			12-84800	Utilities	MONTHLY CHARGES	1,100.52
			12-84800	Utilities	MONTHLY CHARGES	11,320.61
			12-84800	Utilities	MONTHLY CHARGES	715.69
	OK CONTRACTORS SUPPLY		12-83000	Materials & Supplies	MAINT SUPPLIES	480.00

Attachment: AP Council Report - 4159 (5534 : 5 Total Warrants & Claims)

5.a.a

FUND: Municipal Authority

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		12-83000	Materials & Supplies	MAINT SUPPLIES	1,406.00
	OK ONE CALL SYSTEM INC	12-84300	Training & Membershi	MEMBER FEE	2,340.00
	OMAG	12-80600	Workers Comp	WORKERS COMP 3RD INSTALL	3,722.35
	ONG	12-84800	Utilities	MONTHLY CHARGES	95.01
		12-84800	Utilities	MONTHLY CHARGES	95.01
		12-84800	Utilities	MONTHLY CHARGES	105.99
		12-84800	Utilities	MONTHLY CHARGES	127.48
		12-84800	Utilities	MONTHLY CHARGES	28.95
	OREILLY AUTOMOTIVE STORES IN	12-84000	Equipment Maintenanc	BATTERY PART	11.98
		12-83300	Minor Tools	SOCKET SET	99.98
		12-84500	Well Maintenance		179.53
		12-84500	Well Maintenance	DIESEL ADDITIVE	296.81
	ROSE STATE COLLEGE	12-84300	Training & Membershi	LICENSE RENEWAL	780.00
				TOTAL:	110,504.75

5.a.a

FUND: General Fund - CIP

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
Streets	OAKLEY'S INC	09-89500	Capital Outlay - Str	WESTERN TREE PLANTINGS	48,265.00
				TOTAL:	48,265.00
Parks Department	SWEETLEAF LANDSCAPING	11-88000	Capital Outlay	BUTTERFLY GARDEN	5,687.88
				TOTAL:	5,687.88

5.a.a

FUND: Designated Funds-Par

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
Parks Department	HOWARD-FAIRBAIRN SITE DESIGN	11-83900	Other Services & Cha	LOVE FAMILY PARK DESIGN	42,500.00
				TOTAL:	42,500.00

5.a.a

FUND: General Obligation B

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
2018 GO Bond Series	JENCO CONSTRUCTION	88-99800	Other Expenses Paid	Fire Station & City Hall	41,613.75
	MONTE R LEE & COMPANY	88-99400	Communications & Dat	WIRELESS MASTER PLAN	2,212.05
				TOTAL:	43,825.80
2019 GO Bond	SMITH ROBERTS BALDISCHWILER	89-98550	Water Projects	WC-1901 WATER LINE RELOCA	2,632.50
	JENCO CONSTRUCTION	89-99800	Other Expenses Paid	Fire Station & City Hall	76,091.25
	ADVANCED RF SOLUTIONS CO	89-98550	Water Projects	AMI SYSTEM MOVE	13,200.00
				TOTAL:	91,923.75
2020 GO Bond	SMITH ROBERTS BALDISCHWILER	90-97550	Paving (Streets)	PC 2002 Glenwood Ave	722.40
		90-96550	Public Works Facilit	PW Facility Phase III	6,750.00
		90-99800	Other Expenses Paid	2021 MISC BOND	1,192.32
		90-97550	Paving (Streets)	PC-2102 BEDFORD	2,955.00
	FRANKFURT-SHORT-BRUZA ASSOCI	90-99700	Fire	Fire Station & City Hall	17,466.58
				TOTAL:	29,086.30
2021 GO Bond	SMITH ROBERTS BALDISCHWILER	91-98550	Water Projects	WC-2101 Water Treatment	3,156.75
		91-97550	Paving (Streets)	PC-2101 Buttram	5,769.52
		91-97550	Paving (Streets)	PC-2101 7300 BLK NICHOLS	1,227.47
		91-97550	Paving (Streets)	PC-2101 7100 Blk Nichols	1,217.44
		91-97550	Paving (Streets)	PC-2102 BEDFORD	5,171.25
	BURGESS ENGINEERING & TESTIN	91-97550	Paving (Streets)	PC-2101 TESTING	244.00
	CGC, LLC	91-97550	Paving (Streets)	PC-2101	99,923.61
				TOTAL:	116,710.04

=============== FUND TOTALS ================

01	General Fund	251,246.17
02	Street & Alley	1,214.62
04	Designated Funds-Police	185.00
06	Municipal Authority	110,823.09
07	General Fund - CIP	53,952.88
20	Designated Funds-Parks	42,500.00
80	General Obligation Bonds	281,545.89
	GRAND TOTAL:	741,467.65

TOTAL PAGES: 12

Attachment: AP Council Report - 4159 (5534 : 5 Total Warrants & Claims)

SELECTION CRITERIA

SELECTION OPTIONS

VENDOR SET: 01-City of Nichols Hills
VENDOR: Exclude: 01-1090, 01-1095, 01-1130, 01-1398, 01-1433, 01-1845, 01-1958, 01-1968, 01-2006, 01-1012
CLASSIFICATION: All
BANK CODE: Exclude: PY
ITEM DATE: 0/00/0000 THRU 99/99/9999
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00
GL POST DATE: 11/01/2021 THRU 12/01/2021
CHECK DATE: 0/00/0000 THRU 99/99/9999

PAYROLL SELECTION

PAYROLL EXPENSES: NO
EXPENSE TYPE: N/A
CHECK DATE: 0/00/0000 THRU 99/99/9999

PRINT OPTIONS

PRINT DATE: None
SEQUENCE: By Department
DESCRIPTION: Distribution
GL ACCTS: YES
REPORT TITLE: C L A I M S L I S T
SIGNATURE LINES: 0

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO

JENCO CONSTRUCTION COMPANY

General Contractor

TRANSMITTAL
LETTER

121 NE 26th Street, Oklahoma City, OK 73105
Office: (405) 525-6045
FAX: (405) 525-6203
e-mail: nick@jencoconstruction.com

RE: Nichols Hills Fire Station Addition & Renovation
6407 Avondale Drive
Nichols Hills, OK 73116

DATE: November 22, 2021

JCC Job # 91121

TO: FSB
5801 BROADWAY EXTENSION, STE. 500
OKLAHOMA CITY, OK 73118

ATTN: Cory Hughes
Jason Robison
Robin Gardner

WE TRANSMIT:
- [X] Herewith Emailed
- [ ] In accordance with your request

FOR YOUR:
- [X] Approval
- [ ] Distribution
- [ ] Information
- [ ] Review & Comment
- [ ] Record
- [ ] Correction
- [ ] Use
- [ ]

THE FOLLOWING:
- [ ] Drawings
- [ ] Shop Drawing Prints
- [ ] Samples
- [ ] Specifications
- [ ] Shop Drawing Reproductions
- [ ] Product Literature
- [ ] Change Order
- [X] Pay Application

MARKED:
- [ ] Approved
- [ ] Approved As Noted
- [ ] Disapproved

QTY	DATE	REV. NO.	DESCRIPTION	ACTION
1	11/22/21		Jenco Pay Application No. 3 - Nichols Hills Fire Station Add. & Renov.	

ACTION CODE
B. No Action Required
C. Correct and Resubmit

REMARKS:

Copy to:

6.a.a

Application For Payment

To:
CITY OF NICHOLS HILLS
6407 AVONDALE DR
NICHOLS HILLS, OK 73116

Project:
Nichols Hills Fire Station Addition & Renovation
6407 Avondale Drive
Nichols Hills, OK 73116

From Contractor:
Jenco Construction
121 NE 26th St
Oklahoma City, OK 73105

Via Architect:
FSB
5801 BROADWAY EXTENSION, STE. 500
OKLAHOMA CITY, OK 73118-7436

Contract For:

Application Date	Period To	Contract Date
11/22/2021	11/22/2021	07/13/2021
Application Number	**Invoice Number**	**Project Number**
3	Draw-003	FSB2020-218-0

Distribution: ☒ Owner ☐ / ☒ Architect ☐ / ☐ Contractor

Contractor's Application for Payment

Application is made for payment, as shown below, with attached Continuation Sheet(s).

1. Original Contract Amount: $ 3,070,600.00
2. Net of Change Orders: $ 0.00
3. Net Amount of Contract: $ 3,070,600.00
4. Total Completed & Stored to Date: $ 272,400.00
5. Retainage Summary:
   - a. 5.00 % of Completed Work: $ 13,620.00
   - b. 0.00 % of Stored Material: $ 0.00
   - Total Retainage: $ 13,620.00
6. Total Completed Less Retainage: $ 258,780.00
7. Less Previous Applications: $ 141,075.00
8. Current Payment Due, This Application: $ 117,705.00
9. Contract Balance (Including Retainage): $ 2,811,820.00

Change Order Activity	Additions	Deductions
Total previously approved:	0.00	0.00
Total approved this Month:	0.00	0.00
Sub-totals:	0.00	0.00
Net of Change Orders:	0.00	

Contractor's Certification

The Contractor's signature here certifies that, to the best of their knowledge, this document accurately reflects the work completed in this Application for Payment. The Contractor also certifies that the Current Payment is Due.

(Authorized Signature) Jenco Construction Date: 11/22/2021

State of: Oklahoma
County of: Oklahoma
Subscribed and sworn to before me this 22nd day of November, 2021

Notary Public: Sarah Short
My Commission expires: 8/27/2024 # 08008917

SARAH SHORT NOTARY PUBLIC # 08008917 EXP. 08/27/24 STATE OF OKLAHOMA

Architect's Certification

The Architect's signature here certifies that, based on their own observations, the Contract Documents and the information contained herein, this document accurately reflects the work completed in this Application for Payment. The Architect also certifies the Contractor is entitled to the amount certified for payment.

Amount Certified: $ 117,705.00

(Architect's Signature) Date: 11/29/21

Application for Payment - Continuation Sheet

From: Jenco Construction
121 NE 26th St
Oklahoma City, OK 73105

To: CITY OF NICHOLS HILLS
6407 AVONDALE DR
NICHOLS HILLS, OK 73116

Project: (91121) Nichols Hills Fire Station Addition & Renovation Application Number: 3
Application Date: 11/22/21
Period To: 11/22/21
Contract Date: 07/13/21
Project Number: FSB2020-218-0

A	B	C	D	E	F	G		H	I
Item No.	Description of Work	Contract Value	Work Completed: From Previous Application	Work Completed: This Period	Materials Presently Stored (Not in D or E)	Total Com-pleted and Stored To Date (D+E+F)	% (G / C)	Balance To Finish (C - G)	Retainage (If Variable Rate)
1	Bonds & Insurance	33,600.00	33,600.00			33,600.00	100.00%		1,680.00
2	General Conditions	199,000.00	19,900.00	19,900.00		39,800.00	20.00%	159,200.00	1,990.00
3	Mobilization	30,000.00	30,000.00			30,000.00	100.00%		1,500.00
4	Dirtwork	35,000.00	20,000.00	10,000.00		30,000.00	85.71%	5,000.00	1,500.00
5	Concrete - Building	130,000.00	25,000.00	65,000.00		90,000.00	69.23%	40,000.00	4,500.00
6	Demolition	40,000.00	20,000.00			20,000.00	50.00%	20,000.00	1,000.00
7	Masonry	290,000.00						290,000.00	
8	Structural Steel Material	190,000.00						190,000.00	
9	Structual Steel Labor	50,000.00						50,000.00	
10	Carpentry (Material & Labor)	25,000.00						25,000.00	
11	Roofing	145,000.00						145,000.00	
12	Dormers, Soffits, EIFS	45,000.00						45,000.00	
13	Doors & Frames	28,000.00						28,000.00	
14	Overhead Doors	15,000.00						15,000.00	
15	Hardware	65,000.00						65,000.00	
16	Glazing	215,000.00		4,000.00		4,000.00	1.86%	211,000.00	200.00
17	Framing/Trusses/Gyp/Ceilings	270,000.00						270,000.00	
18	Tiling	30,000.00						30,000.00	
19	Reslient Flooring	50,000.00						50,000.00	
20	Painting	55,000.00						55,000.00	
21	Signage	35,000.00						35,000.00	
22	Folding Partitions	30,000.00						30,000.00	
23	Awnings & Shades	40,000.00						40,000.00	
24	Fire Suppression	40,000.00						40,000.00	
25	Plumbing	156,000.00						156,000.00	
26	HVAC	171,000.00		25,000.00		25,000.00	14.62%	146,000.00	1,250.00
27	Electrical	350,000.00						350,000.00	
28	Concrete Sitework	90,000.00						90,000.00	
29	Fencing & Gates	150,000.00						150,000.00	
30	Pergolas	68,000.00						68,000.00	
	Grand Total	3,070,600.00	148,500.00	123,900.00	0.00	272,400.00	9%	2,798,200.00	13,620.00

ENGINEERING | SURVEYING | PLANNING
SMITH ROBERTS BALDISCHWILER, LLC

November 30, 2021

Honorable Mayor and City Council
City of Nichols Hills
6407 Avondale Drive
Nichols Hills, OK 73116

RE: PAY ESTIMATE NO. 1
Nichols Hills Project No. PC-2101
2021 G.O. Bond Issue – Paving Improvements to the 1500 Block of Buttram and the 7100 & 7300 Blocks of Nichols Rd.
Contractor: CGC, LLC

Original Contract Amount:	$1,073,766.41
Current Contract Amount:	$1,073,766.41
Claims to Date Less Ret.:	$99,923.61
Paid to Date:	$0.00
Amount Remaining:	$1,073,766.41
Current Amount Due:	**$99,923.61**

Dear Mayor and City Council:

Enclosed please find **Progressive Estimate No. 1** on the above referenced project in the amount of **$99,923.61.** We have verified the quantities and recommend approval. Please place this item on the next available council docket for payment consideration. This estimate should be paid out of the following account:

2021 G.O. Bond Issue Paving Account
(Acct. #80-91-97550) $99,923.61

Should you have any questions or comments, please contact me.

Sincerely,

Smith Roberts Baldischwiler, LLC

Grady Wade

Grady J. Wade, P.E.
Nichols Hills City Engineer

GJW/edp
cc: File #116002B
Enclosure

OKLAHOMA CITY | 100 N.E. 5TH STREET, OKLAHOMA CITY, OK 73104 | PHONE: (405) 840-7094 | FAX: (405) 840-9116
NORMAN | 3201 S. BERRY ROAD STE. 100-110, NORMAN, OK 73072 | PHONE: (405) 418-2288 | FAX: (405) 418-2289
WWW.SRBOK.COM

PROGRESSIVE ESTIMATE NO. 1

Nichols Hills 2021 G.O. Bond Issue Paving Improvements
1500 Block of Buttram and the
7100 & 7300 Blocks of Nichols Rd.
PC-2101

CGC, LLC
101 W. 5th Street
Edmond, OK 73003

From: 10/18/2021
Notice to Proceed: 10/18/2021
Project Duration: 150 Calendar Days
Days Used: 21
Days Remain'g: 129

ITEM NO.	DESCRIPTION	UNIT	CONTRACT QUANTITY	WORK DONE THIS EST.	WORK DONE PREVIOUS	TOTAL WORK ON CONTRACT	UNIT PRICE	AMOUNT	% COMPLE
1	AGGREGATE BASE (TYPE A) W/EXCAVATION (8")	CY	1,457.00	166.00	0.00	166.00	80.00	$13,280.00	1
2	AGGREGATE BASE (TYPE A) W/EXCAVATION	CY	300.00	0.00	0.00	0.00	80.00	$0.00	
3	PORTLAND CEMENT CONCRETE PAVEMENT (6")	SY	6,132.00	675.00	0.00	675.00	46.50	$31,387.50	1
4	INTEGRAL CURB (6" BARRIER)	LF	3,735.00	446.00	0.00	446.00	15.00	$6,690.00	1
5	CAST IRON CURB HOOD (R-3262)(SP)	EA	27.00	0.00	0.00	0.00	483.00	$0.00	
6	DESIGN 2-0 INLET COMPLETE IN PLACE	EA	1.00	0.00	0.00	0.00	5,500.00	$0.00	
7	WATER LINE LOWERING (COMPLETE)(6")(COMPLETE IN PLACE)	EA.	3.00	0.00	0.00	0.00	26,335.00	$0.00	
8	WATER LINE LOWERING (COMPLETE)(12")(COMPLETE IN PLACE)	EA.	1.00	0.00	0.00	0.00	47,600.00	$0.00	
9	WATER SERVICE LINE LONG (2")	EA	8.00	0.00	0.00	0.00	5,800.00	$0.00	
10	REMOVE AND RESET SIGN	EA	6.00	0.00	0.00	0.00	108.00	$0.00	
11	REMOVE & RESET LAWN IRRIGATION PIPE (1/2" TO 2" DIA. PVC)	LF	1,920.00	540.00	0.00	540.00	11.00	$5,940.00	2
12	REMOVE & RESET LAWN IRRIGATION HEAD	EA	96.00	18.00	0.00	18.00	51.00	$918.00	1
13	COLOR AUDIO/VIDEO RECORDING, PRE & POST CONSTRUCTION (RECORDED DIGITALLY ON DVD)	L.F.	1.00	0.00	0.00	0.00	2,100.00	$0.00	
14	CONSTRUCTION STAKING	LS	1.00	0.10	0.00	0.10	14,000.00	$1,400.00	1
15	CONSTRUCTION SIGNING AND TRAFFIC CONTROL	LS	1.00	0.10	0.00	0.10	22,000.00	$2,200.00	1
16	MOBILIZATION	LS	1.00	0.25	0.00	0.25	72,218.00	$18,054.50	2
17	RELOCATE WATER METER	EA	12.00	0.00	0.00	0.00	1,600.00	$0.00	
18	REMOVE SIDEWALK	SY	17.00	0.00	0.00	0.00	107.00	$0.00	
19	STREET PAVEMENT REMOVAL	SY	6,089.00	673.00	0.00	673.00	12.00	$8,076.00	1
20	REMOVE DRIVEWAY	SY	187.00	0.00	0.00	0.00	9.00	$0.00	
21	ADJUST EXISTING STRUCTURE (WATER VALVE)	EA	7.00	0.00	0.00	0.00	1,200.00	$0.00	
22	REMOVE & RESET (WATER VALVE)	EA	1.00	0.00	0.00	0.00	10,825.00	$0.00	
23	REMOVE EXISTING STRUCTURE (INLET)	EA	1.00	0.00	0.00	0.00	2,300.00	$0.00	
24	SEPERATOR FABRIC FOR BASES (SP)	SY	6,554.00	743.00	0.00	743.00	3.25	$2,414.75	1
25	GEOGRID FOR BASES	SY	300.00	0.00	0.00	0.00	5.00	$0.00	
26	SIDEWALK (VARIABLE WIDTH)	SY	17.00	0.00	0.00	0.00	65.00	$0.00	
27	6" P.C. CONCRETE DRIVEWAY (HES)	SY	246.00	0.00	0.00	0.00	66.50	$0.00	
28	6" PERFORATED PIPE UNDERDRAIN (COMPLETE IN PLACE)	LF	3,121.00	416.00	0.00	416.00	27.00	$11,232.00	1
29	6" NON-PERF. PIPE UNDERDRAIN (COMPLETE IN PLACE)	LF	150.00	0.00	0.00	0.00	27.00	$0.00	
30	SOLID SLAB SODDING	LS	1.00	0.20	0.00	0.20	7,100.00	$1,420.00	2
31	TREE REMOVAL	EA	1.00	0.00	0.00	0.00	1,500.00	$0.00	
32	SEDIMENT AND EROSION CONTROL SILT FENCE	L.F.	150.00	0.00	0.00	0.00	15.00	$0.00	
33	CURB INLET SEDIMENT FILTER	EA	1.00	0.00	0.00	0.00	340.91	$0.00	
34	ROCK BAG INLET BARRIER	L.F.	104.00	35.00	0.00	35.00	62.00	$2,170.00	3

ORIGINAL CONTRACT AMOUNT:	$1,073,766.41
CHANGES TO DATE:	
Amendment No. 1	**$0.00**
Change Order No. 1	*$0.00*
CURRENT CONTRACT AMOUNT:	$1,073,766.41

TOTAL AMOUNT OF WORK TO DATE:	$105,182.75
MATERIAL ON HAND:	$0.00
TOTAL TO DATE:	$105,182.75
LESS 5% RETAINAGE:	$5,259.14
DIFFERENCE:	$99,923.61
SUBTOTAL:	$99,923.61
LESS PREVIOUS PAYMENTS:	$0.00
CONTRACT AMOUNT DUE THIS ESTIMATE:	$99,923.61

AFFIDAVIT OF CLAIMANT:
STATE OF OKLAHOMA, COUNTY OF OKLAHOMA:

______________________________, of lawful age, being first duly sworn, says that (s)he is the agent authorized by claimant/contractor to submit the attached claim or contract to the CITY OF NICHOLS HILLS, Oklahoma, and that claimant/contractor has not paid, given or donated or agreed to pay, give or donate to any officer or employee of the CITY OF NICHOLS HILLS, any money or other thing of value, either directly or indirectly, in the procuring of the contract under which the attached claim for payment is submitted/attached.

____

CGC, LLC
Project Manager

Subscribed and sworn to before me ______________, 20_____.

____
Notary Public, Clerk or Judge

My Commission Expires:________________________________

CERTIFICATE OF ENGINEER:

I certify that this estimate of $99,923.61
on this contract is correct, due and payable under the terms of this contract.

SMITH ROBERTS BALDISCHWILER, LLC

BY: ______________________________
Grady J. Wade, P.E.

OFFICER'S APPROVAL:

I hereby certify the articles listed hereon have been received or services performed and this claim is
APPROVED for payment for $_________________________

this __________ day of ____________________ 20_____.

____
CITY OF NICHOLS HILLS

Define Design Deliver

November 19, 2021
Invoice No: 16758

City of Nichols Hills
6407 Avondale Drive
Nichols Hills, OK 73116

Project #20202180 CNH - Fire Station Renovation

Professional Services through November 30, 2021

Fee

Total Fee 351,000.00

Billing Phase	Percent of Fee	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Schematic Design Phase	25.00	87,750.00	100.00	87,750.00	87,750.00	0.00
Design Development Phase	30.00	105,300.00	100.00	105,300.00	103,658.42	1,641.58
Construction Documents Phase	23.00	80,730.00	100.00	80,730.00	68,655.00	12,075.00
Construction Phase	22.00	77,220.00	10.00	18,909.00	15,159.00	3,750.00
		Totals		**292,689.00**	275,222.42	17,466.58

Total Fee **17,466.58**

Total this Invoice **$17,466.58**

Billings to Date

	Current	Prior	Total	Received	A/R Balance
Fee	17,466.58	247,989.00	265,455.58		
Consultant	0.00	43,123.42	43,123.42		
Expense	0.00	1,365.00	1,365.00		
Totals	**17,466.58**	**292,477.42**	**309,944.00**	**292,477.42**	**17,466.58**

PLEASE REMIT PAYMENT TO:
5801 Broadway Extension, Suite 500
Oklahoma City, OK 73118-7436
405.840.2931 | fsb-ae.com

Invoice

Date	Invoice #
12/7/2021	8201A

HOWARD - FAIRBAIRN
SITE DESIGN, INC.
LANDSCAPE ARCHITECTURE/
SITE PLANNING

P.O. Box 20501
Oklahoma City, OK. 73156

Bill To
City of Nichols Hills 6407 Avondale Dr. Nichols Hills, OK. 73116 Attn: Shane Pate, City Manager

P.O. No.	Terms	Project
	Due on recpt	

Description	Est Amt	Prior Amt	Prior %	Qty	Rate	Total %	Amount
Landscape Architectural services for the Love Family Park, in the 6600 Block of NW Grand Boulevard East, Nichols Hills, OK.							
Construction Documents Phase	102500.00			0.41463	102500.00	41.46%	42500.00
Bid Phase services	3,000.00			0	3,000.00	0.00%	0.00
Construction Administration Phase	46500.00			0	46,500.00	0.00%	0.00

Love Family Park

Subtotal	$42,500.00
Sales Tax (0.00)	$0.00
Total	$42,500.00
Payments/Credits	$0.00
Balance Due	$42,500.00

Oakley's, Inc.
Landscape & Maintenance Contractors
2700 N.W. 178th • Edmond, OK 73012
P.O. Box 21031 • Oklahoma City, OK 73156-1031
(405) 359-4944

Invoice

DATE	INV. #
12/10/2021	24606

BILL TO
CITY OF NICHOLS HILLS 6407 AVONDALE DR. NICHOLS HILLS, OK. 73116 MR. SHANE PATE

REMARKS
WESTERN TREE PLANTINGS MARLBORO LANE - GLENWOOD

P.O. NO.	TERMS	DUE DATE
		12/10/2021

QTY	DESCRIPTION	COST	AMOUNT
	PER PROPOSAL OF 9/20/21:		
	BLOCK 1 LANDSCAPE - BELFORD TO GLENWOOD - 100% COMPLETE	16,400.00	16,400.00
1	ADD: SEA GREEN JUNIPER	100.00	100.00
	BLOCK 1 IRRIGATION - 100% COMPLETE	8,935.00	8,935.00
	BLOCK 2 LANDSCAPE - MARLBORO TO BELFORD - 100% COMPLETE	14,980.00	14,980.00
	LESS: 1 NELLIE STEVENS HOLLY	-900.00	-900.00
	LESS: 1 PERFECTA JUNIPER	-700.00	-700.00
	ADD: 3 TAYLOR JUNIPER	2,700.00	2,700.00
	ADD: 2 SEAGREEN JUNIPER	200.00	200.00
	BLOCK 2 IRRIGATION - 100% COMPLETE	6,550.00	6,550.00

THANK YOU! WE APPRECIATE YOUR BUSINESS!

Total $48,265.00

Landscape Design • Development • Installation

RESOLUTION

(No. 1439)

A RESOLUTION AUTHORIZING THE DISPOSAL AND DESTRUCTION OF CERTAIN ORIGINAL RECORDS AND PAPERS OF RECORDS PRIOR TO THE RETENTION PERIOD FOR SUCH RECORDS ESTABLISHED IN THE REVISED RECORDS RETENTION MANUAL, 2015; AND DIRECTING THE CITY MANAGER TO TAKE ALL ACTIONS NECESSARY TO PROVIDE FOR THE DISPOSAL AND DESTRUCTION OF SUCH RECORDS.

WHEREAS, 11 O.S. § 22-131(A) prescribes retention periods for the destruction, sale or disposition of certain enumerated municipal records; and

WHEREAS, 11 O.S. § 22-131(B) provides that time limits for the disposition of records, papers and documents which are not mentioned in 11 O.S. § 22-131(A) "may be determined and set by ordinance or resolution of the municipal governing body;" and

WHEREAS, on September 8, 2015 the Council of the City of Nichols Hills, Oklahoma adopted a Resolution which: (a) established the Revised Records Retention Manual, 2015, for the City of Nichols Hills, Oklahoma ("Records Retention Manual"); and (b) in accordance with 11 O.S. § 22-132(C), declared that whenever photostatic copies, photographs, microphotographs, reproductions on films or optical disks of the records described in the Records Retention Manual shall be placed in conveniently accessible files and provisions made for preserving, examining and using same, the City Manager may certify those facts to the City Council; and, following such certification, the City Council may, by resolution, authorize the disposal, archival storage or destruction of the original records and papers before the expiration of the retention period established in the Records Retention Manual; and

WHEREAS, the City Manager has made certification in the attached Exhibit A that photostatic copies, photographs, reproductions on films or optical disks of the records described in Exhibit A have been placed in conveniently accessible files and provisions have been made for preserving, examining and using the same; and

WHEREAS, the Council of the City of Nichols Hills, Oklahoma deems it to be in the best interests of the City of Nichols Hills, Oklahoma to make available additional storage space in the offices of the City by authorizing the disposal and destruction of the original records and papers of the records identified in Exhibit A of this Resolution;

NOW, THEREFORE, BE IT RESOLVED, that in accordance with 11 O.S. § 22-132(C), the Council of the City of Nichols Hills, Oklahoma hereby authorizes the disposal and destruction of the original records and papers of records identified in the attached Exhibit A prior to the retention periods for such records established in the Revised Retention Manual, 2015, and directs the City Manager to take all actions necessary to provide for the disposal and destruction of such records.

ADOPTED AND APPROVED by the Council and **SIGNED** by the Mayor of the City of Nichols Hills, Oklahoma, this 14th day of December, 2021.

____
Mayor

(SEAL)
ATTEST:

____
City Clerk

Approved as to form:

____
City Attorney

Exhibit A

CERTIFICATION

I, S. Shane Pate II, City Manager for the City of Nichols Hills, Oklahoma, hereby certify that photostatic copies, photographs, reproductions on films or optical disks of the following records have been placed in conveniently accessible files and provisions have been made for preserving, examining and using the same:

Record Classification:	Record Dates:
Accounts Payable	
Purchase Orders and Invoices	July 1, 2020 – June 30, 2021
Agendas	
Board of Adjustment	November 17, 2021
Municipal Authority	November 9, 2021
City Council	November 9, 2021
Building Commission	November 16, 2021
Board of Adjustment	December 15, 2021
Planning Commission	December 7, 2021
Environmental, Health and Sustainability Commission	December 8, 2021
City Council	November 23, 2021
Environmental, Health and Sustainability Commission	November 24, 2021
Agreements and Contracts	
BFAC.com Wellness Tracker	November 9, 2021
Sweetleaf	November 9, 2021
Memorandum of Understanding – EMSA	November 17, 2021
Bank Statements and Reconciliations	
OpenEdge	October 31, 2021
OpenEdge	November 30, 2021
Pooled Cash	November 30, 2021
Flex Claims	November 30, 2021
Municipal Court	November 30, 2021
Sinking Fund	November 30, 2021
2016 GO Bond	November 30, 2021
2018 GO Bond	November 30, 2021
2019 GO Bond	November 30, 2021
2020 GO Bond	November 30, 2021
2021 GO Bond	November 30, 2021
Utility Deposit	November 30, 2021
Health Insurance Account	November 30, 2021

Certificates of Deposit, T-Bills and Withdrawals

MidFirst Bank 2021 GO Bond CD $875,000	November 10, 2021
MidFirst Bank Park CD $570,000	November 10, 2021
Kirkpatrick Bank NHMA CD $350,000	November 10, 2021
Kirkpatrick Bank Parks CD $500,000	November 10, 2021
MidFirst Bank 2021 GO Bond CD $950,000	November 10, 2021
Kirkpatrick Bank General Fund CD $500,000	November 10, 2021

Collateral – Letters of Credit – Certificates of Deposit

MidFirst Irrevocable Letter of Credit	November 12, 2021
Kirkpatrick Bank Collateral Securities Pledge $3,000,000	November 10, 2021
MidFirst Irrevocable Letter of Credit	November 19, 2021
BancFirst $500,000 Pledge Release	November 23, 2021

General Obligation Bonds

Specifications, Proposal and Notice to Bidders WC-1901	November 9, 2021
Pay Estimate #2 (FINAL) WC-2102	November 9, 2021
Pay Application #2 Jenco Fire Station/City Hall	November 9, 2021
Sinking Fund Schedules	June 30, 2021
Estimate of Needs	June 30, 2022
PC-2102 Rudy Construction Co. Tax Exempt Letter	October 27, 2021
Frankfurt-Short-Bruza Associates, P.C. City Hall/Fire Station Agreement	February 11, 2020

Minutes

City Council	October 12, 2021
Building Commission	October 19, 2021
Municipal Authority	October 12, 2021
City Council	October 21, 2021
Building Commission	September 21, 2021
Planning Commission	November 2, 2021
Environmental, Health and Sustainability Commission	October 27, 2021

Miscellaneous

Traffic Study NW 63rd	September 10, 2021
Letter to Oklahoma City – Pedestrian Crosswalk	September 14, 2021
Nationwide 457 Plan Investment Report	September 30, 2021
Nationwide 457 Plan Investment Report	June 30, 2021

Ordinances

Ordinance 1197 Small Wireless Permit	November 9, 2021
Ordinance 1196 Drainage information for Certificate of Approval	November 9, 2021
Ordinance 1198 Board of Park Commissioners	November 9, 2021

Payroll Records

OkMRF – Live-Run Activity Report	October 20, 2021 – November 18, 2021
American Funds – Group Investment Confirm List	November 3, 2021 – November 22, 2021

Proofs of Publication/Public Hearing Notices

Journal Record – Amending Sections 50-345 and 50-378 of City Code	November 11, 2021
Journal Record – Amending Section 50-372 of City Code	November 11, 2021
Journal Record – Ordinance 1196 – Amending Sections 50-188 & 50-372	November 12, 2021
Journal Record–Ordinance 1198 – Amending Section 34-20 of City Code	November 12, 2021
Journal Record–Ordinance 1197 – Amending Section 50-126 of City Code	November 12, 2021
OKC Friday – Notice of Public Hearing Amending Section 50-345 And 50-378 of City Code	November 19, 2021
OKC Friday – Notice of Public Hearing Amending Section 50-372 Of City Code	November 19, 2021
OKC Friday – Notice to Bidders – WC-1901	November 19, 2021
OKC Friday – Ordinance 1198 – Amending Section 34-20 of City Code	November 19, 2021
OKC Friday – Ordinance 1197 – Amending Section 50-126 of City Code	November 19, 2021
OKC Friday – Ordinance 1196 – Amending Sections 50-188 and 50-372 of City Code	November 19, 2021
Journal Record – Notice to Bidders – WC-1901	November 19, 2021
Journal Record – Amending Chapter 50 of City Code	November 19, 2021
Journal Record – Amending Building Commission Guidelines	November 19, 2021
Journal Record – Amending Section 50-140 of City Code	November 22, 2021
Building Commission BC-2021-24	December 6, 2021
Building Commission BC-2021-25	December 6, 2021
Building Commission BC-2021-26	December 6, 2021
Board of Adjustment BOA-2021-06	December 1, 2021
Board of Adjustment BOA-2021-07	December 1, 2021
Board of Adjustment Cancellation Notice BOA-2021-06	December 6, 2021

Records Request

Wilma Rickey–Lot Line Adjustment application for 6606 NW Grand Blvd	December 8, 2021

Resolutions

Resolution 1438 Authorizing the Sale of 2022 GO Bonds	November 9, 2021
Resolution 1437 Disposal and Destruction of Property	November 9, 2021

Terminated Employee Personnel Files

Cecilia Ortega	November 12, 2021

S. Shane Pate II, City Manager

Date

Date of Citation	Citation Number	Offense	Date of Death	Amount
5/14/1999	115570	Parking Where Prohibited	8/13/2021	$125.00
6/21/1999	116544	Driving While Suspended	6/30/2021	$277.50
5/24/2001	133714	No Security Verification	4/20/2021	$571.25
5/24/2001	133715	Driving While Suspended	4/20/2021	$293.75
11/16/2011	171693	Speed In Excess	3/8/2020	$111.25
11/16/2011	171694	Driving While Suspended	3/8/2020	$305.00
1/4/2012	172175	Failure To Appear	3/8/2020	$277.50
9/13/2014	181688	Soliciting Without Permit	2/16/2020	$305.00
10/1/2014	182034	Failure To Appear	2/16/2020	$292.50
			TOTAL	$2,558.75

RESOLUTION

(No. 1440)

A RESOLUTION DECLARING CERTAIN SUPPLIES, MATERIALS AND EQUIPMENT OWNED BY THE CITY TO BE SURPLUS ("SURPLUS PROPERTY"); DIRECTING THE CITY MANAGER TO SELL SUCH SURPLUS PROPERTY AT PUBLIC AUCTION; AND DIRECTING THE CITY MANAGER TO DISPOSE OF ANY SUCH SURPLUS PROPERTY WHICH DOES NOT RECEIVE A SUCCESSFUL BID.

WHEREAS, Section 26 of the Nichols Hills City Charter, and Section 2-155 of the Nichols Hills City Code provide for the sale of surplus or obsolete supplies, materials and equipment; and

WHEREAS, the Council of the City of Nichols Hills, Oklahoma desires to declare surplus and direct the sale of supplies, materials and equipment owned by the City and identified in the attached Exhibits A and B (the "Surplus Property"), and to provide for the disposal of any such Surplus Property which does not receive a successful bid;

NOW, THEREFORE, BE IT RESOLVED, that the Council of the City of Nichols Hills, Oklahoma, hereby declare the Surplus Property to be surplus and direct the City Manager to sell the Surplus Property by competitive bidding at a public auction;

BE IT FURTHER RESOLVED, that Council of the City of Nichols Hills, Oklahoma hereby direct the City Manager to dispose of any of the Surplus Property which does not receive a successful bid.

ADOPTED by the Council and SIGNED by the Mayor of the City of Nichols Hills, Oklahoma, this 14th day of December, 2021.

____
Mayor

(SEAL)
ATTEST:

____
City Clerk

Approved as to form:

____
City Attorney

CITY OF NICHOLS HILLS

December 2, 2021

To: Shane Pate

From: Lindy Hough

Re: Surplus Item

The Risk Management department request permission to surplus the following item for sale to the highest bidder or to properly dispose of if there are no successful bidders.

1) 2014 Ford Escape (VIN#1FMCU0F7XEUB33429)

Respectfully,

Lindy Hough
Risk Manager
City of Nichols Hills
6407 Avondale Drive
Nichols Hills, OK 73116

CITY OF NICHOLS HILLS

Neil A. Gray
Information Systems Manager

TO: Shane Pate, City Manager
FROM: Neil Gray
SUBJECT: Request to Purchase Radio Remote – Public Works Clerk
2021-2022 CIP Funds
DATE: December 7,2021

I am requesting permission to accept the proposal from Stolz Telecom to purchase and install a remote radio handset for the Public Works Clerk, to access the Public Works Radio System. Unit will allow the Public Works Clerk to talk and receive radio transmission on the main Public Works Radio Channel. The Public Works Director and Deputy Director both had radio handsets in their offices. This will add a radio handset in the Clerk's office.

The equipment and labor will be provided by Stolz Telecom on the State Contract. Funds for the project will be from the 2021-2022 CIP Budget and will not exceed $1,800.

Neil A. Gray

CITY OF NICHOLS HILLS, OKLAHOMA

ANNUAL COMPREHENSIVE FINANCIAL REPORT

AND ACCOMPANYING INDEPENDENT AUDITOR'S REPORT

FOR THE FISCAL YEAR ENDED

JUNE 30, 2021

CITY OF NICHOLS HILLS, OKLAHOMA

ANNUAL COMPREHENSIVE FINANCIAL REPORT
AND ACCOMPANYING
INDEPENDENT AUDITOR'S REPORTS

FOR THE FISCAL YEAR ENDED
JUNE 30, 2021

Prepared By:
City of Nichols Hills Department of Finance

CITY OF NICHOLS HILLS, OKLAHOMA
ANNUAL COMPREHENSIVE FINANCIAL REPORT
AND ACCOMPANYING INDEPENDENT AUDITOR'S REPORT
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ANNUAL COMPREHENSIVE FINANCIAL REPORT
AND ACCOMPANYING INDEPENDENT AUDITOR'S REPORT
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FOR THE FISCAL YEAR ENDED JUNE 30, 2021

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INTRODUCTION SECTION

CITY OF NICHOLS HILLS

December 2, 2021

To the Honorable Mayor and Members of the City Council of the
City of Nichols Hills, Oklahoma:

We are pleased to submit to you the Annual Comprehensive Financial Report (hereafter referred to as ACFR) of the City of Nichols Hills for the fiscal year ended June 30, 2021. We believe the information, as presented, is accurate in all material aspects and that all disclosures necessary to enable the reader to gain an adequate understanding of the City's financial affairs have been included. The Management's Discussion and Analysis on pages 11-16 provide additional narrative and detailed analysis of the city's financial affairs. It is the responsibility of the management of the City to prepare the ACFR.

Responsibility for the accuracy, completeness and fairness of the presentation, including all disclosures, rests with management. Management is responsible for establishing and maintaining an internal control structure to ensure that the assets of the City are protected from loss, theft or misuse and that adequate accounting data is compiled for preparation of financial statements in conformity with generally accepted accounting principles. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. We believe the information, as presented, is accurate in all material aspects and that all disclosures necessary to enable the reader to gain an adequate understanding of the City's financial activities have been included.

The City of Nichols Hills provides many municipal services including public safety, streets, parks, general administration, and public utilities. For financial reporting purposes, all funds, agencies, boards, commissions and authorities over which the City Council has financial accountability are included in this report. Financial accountability is determined by several different factors including fiscal dependence, ability to impose will upon the entity's governing body, provision of specific financial burdens or benefits and separate legal entity status. After a careful evaluation of these factors, the City has included in this financial report the Nichols Hills Municipal Authority, as well as all funds of the City.

The General fund, Street & Alley fund, E-911 fund, Debt Service fund, Health Insurance fund, and Capital Project funds adopt annual budgets. The GO bond fund adopts budgets by project. 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 resolution 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. 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. Encumbrances outstanding at year-end do not constitute expenditures or liabilities. The commitments will be honored during the subsequent year.

Governmental Structure

The City of Nichols Hills operates as a Council/Manager form of government. The legislative authority of the City is vested in a three-member elected City Council. The mayor is elected from among the council itself. The City Council also serves as trustees of the Nichols Hills Municipal Authority. The Mayor and Council appoint a City Manager, who is the chief executive officer of the city, and also appoint a City Treasurer. Responsibility for the day-to-day operations of the City rests with the City Manager.

TOWN HALL 6407 AVONDALE DRIVE • NICHOLS HILLS, OKLAHOMA 73116-6431 • 405/843-6637, FAX 405/842-8409

Economic Condition and Outlook

Nichols Hills is a small community covering approximately two and one-half square miles, with the majority of the City being residential in nature. The two major sources of operational income are sales tax and water revenues. The City ended the fiscal year with a 6% increase in sales tax revenue from prior year. Use tax increased 27.2% from the prior fiscal year. In the upcoming fiscal year, the City will be working to increase sales tax revenue by promoting local businesses to occupants of a newly constructed hotel and apartment complex located outside the City's corporate limits, but adjacent to one of the City's primary retail districts.

Water sales continue to be good at rounding out our income sources. Water revenue decreased by 4.3% from the prior year. The City of Nichols Hills was fortunate to not have a significant decrease in utility collections during the pandemic.

Major Initiatives

The City of Nichols Hills will continue use of General Obligation Bonds to improve infrastructure. Street repair, water and sanitary sewer system improvements will be the major projects for the 2022 General Obligation Bond issue, as well as a new fire engine for the Fire Department, police vehicles and related equipment for the Police Department.

Independent Audit

The financial statements of the City and its component units for the fiscal year ended June 30, 2021, have been audited by a firm of Independent Public Accountants, and their opinion is included in the Financial Section of this report.

The financial statements are the responsibility of the City. The responsibility of the Independent Public Accountants is to express an opinion on the City's financial statements based on their audit. An audit is conducted in accordance with generally accepted auditing standards and Government Auditing Standards. Those standards require that the audit be planned and performed in a manner to obtain reasonable assurance as to whether the financial statements are free of material misstatement.

Awards

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Nichols Hills for its Comprehensive Annual Financial Report (CAFR) for the fiscal years ended June 30, 1997 through 2020. The Certificate of Achievement is a prestigious national award recognizing conformance with the highest standards for preparation of state and local government financial reports.

In order to be awarded a Certificate of Achievement, a government unit must publish an easily readable and efficiently organized Annual Comprehensive Financial Report, the contents of which conform to program standards. The ACFR must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe our current report continues to conform to the Certificate of Achievement program requirements, and we are submitting it to GFOA.

Acknowledgment

We would like to thank our consultants, Crawford & Associates, P.C., for their professional guidance and experience. And also, thanks to our auditors, Finley & Cook, PLLC for their assistance in this process.

Finally, to the Nichols Hills City Council we extend heartfelt thanks for their support. It is their commitment to financial reporting excellence that allows the citizens of Nichols Hills to be fully informed about their municipal government finances. We are proud to convey the Council's commitment to our citizens and to all readers of the 2020-21 ACFR.

Respectfully submitted,

S. Shane Pate II
City Manager

CITY OF NICHOLS HILLS, OKLAHOMA

LIST OF PRINCIPAL OFFICIALS

JUNE 30, 2021

City Council

E. Peter Hoffman, Jr., Mayor
Steve Goetzinger, Vice-Member
Sody Clements, Member

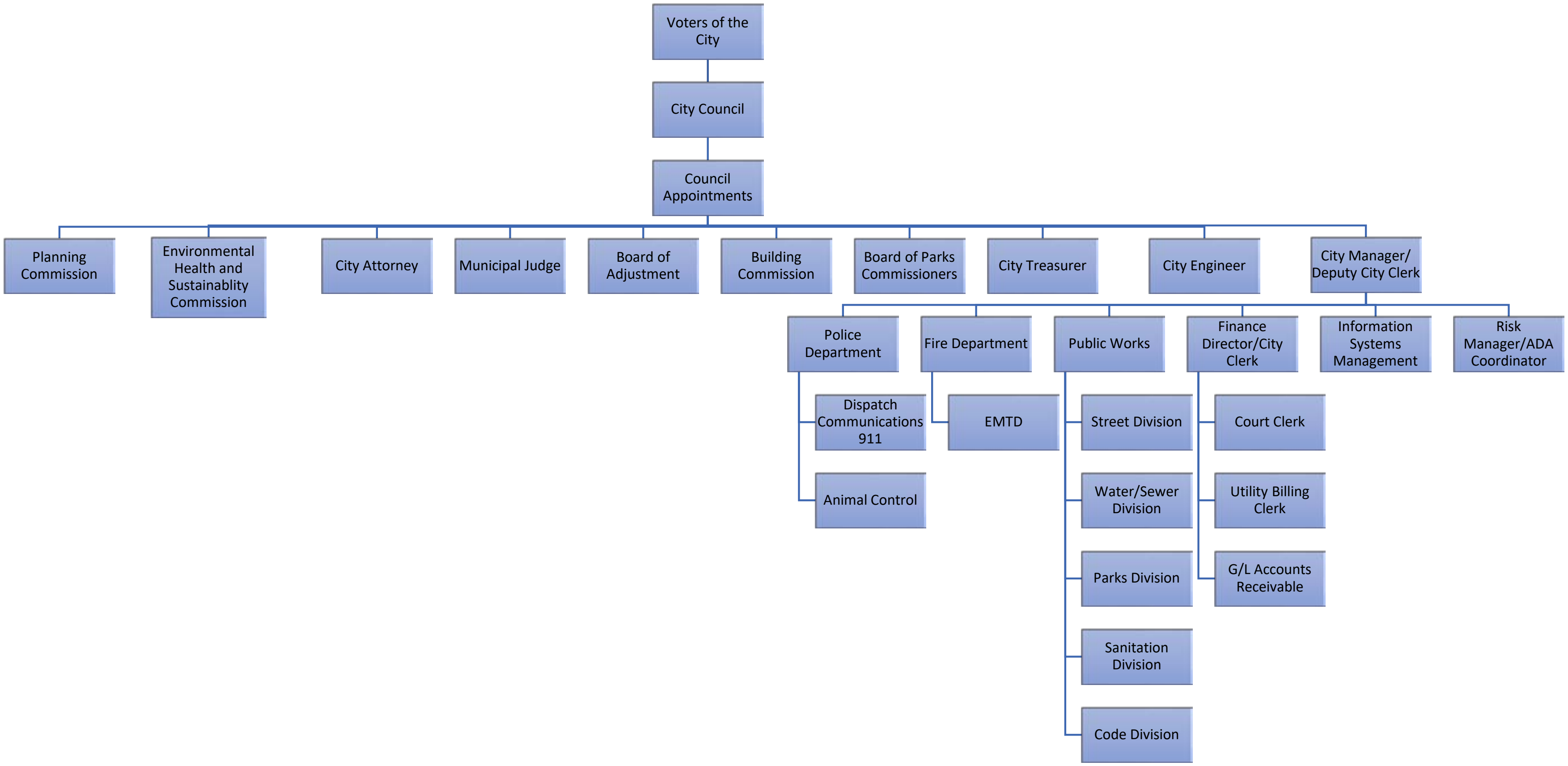
Administration

S. Shane Pate II	City Manager
Amanda Copeland	City Clerk
Sherry Dickson	Assistant City Clerk
Johnson Hightower	City Treasurer
John Michael Williams	City Attorney
Lindy Hough	Risk Manager
Randy Lawrence	Director of Public Works
Aaron Buckman	Deputy Public Works Director
Kevin Boydston	Fire Chief
Kenny Reyes	Assistant Fire Chief
Steven Cox	Police Chief
Casey Nix	Assistant Police Chief
Neil Gray	Information Systems Manager

Finance Department

Amanda Copeland	Finance Director
Sherry Dickson	Assistant Finance Director
Nikki Brown	Court Clerk
Cecilia Ortega	Utility Billing Clerk

CITY OF NICHOLS HILLS, OKLAHOMA
(A City Council/City Manager Form of Government with a Charter)



Government Finance Officers Association

Certificate of Achievement for Excellence in Financial Reporting

Presented to

City of Nichols Hills
Oklahoma

For its Comprehensive Annual
Financial Report
For the Fiscal Year Ended

June 30, 2020

Christopher P. Morrill

Executive Director/CEO

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FINANCIAL SECTION

INDEPENDENT AUDITORS' REPORT

Honorable Mayor and Members of the City Council of
the City of Nichols Hills, Oklahoma

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Nichols Hills, Oklahoma (the "City") as of and for the year ended June 30, 2021, 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; 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 conducted our audit in accordance with auditing standards generally accepted in the United States 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 from 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 auditors' 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 auditors consider 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.

(Continued)

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INDEPENDENT AUDITORS' REPORT, CONTINUED

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City as of June 30, 2021, 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.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States require that the management's discussion and analysis, the budgetary comparison schedule—general fund, the schedule of share of net pension liability (asset)—Oklahoma Police Pension and Retirement System, the schedule of City contributions—Oklahoma Police Pension and Retirement System, the schedule of share of net pension liability—Oklahoma Firefighters Pension and Retirement System, the schedule of City contributions—Oklahoma Firefighters Pension and Retirement System, the schedule of changes in net pension liability (asset) and related ratios—Oklahoma Municipal Retirement Fund, the schedule of employer contributions—Oklahoma Municipal Retirement Fund, and the schedule of changes in total OPEB liability and related ratios on pages 11–16 and pages 58–68, respectively, 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, 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 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 introductory section, other supplementary information, and statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

(Continued)

<u>INDEPENDENT AUDITORS' REPORT, CONTINUED</u>

<u>Other Matters, Continued</u>

Other Information, Continued

The other supplementary information, as listed in the table of contents, 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. Such information has 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. In our opinion, the other supplementary information is fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

<u>Other Reporting Required by *Government Auditing Standards*</u>

In accordance with *Government Auditing Standards*, we have also issued our report dated December 2, 2021, 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.

Finley + Cook, PLLC

Shawnee, Oklahoma
December 2, 2021

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Our discussion and analysis of the City of Nichols Hills financial performance provides an overview of the City's financial activities for the fiscal year ended June 30, 2021. Please read it in conjunction with the City's financial statements.

FINANCIAL HIGHLIGHTS

- For the fiscal year ended June 30, 2021, the City's total net position decreased by $256,555 or 0.8% from the prior year.
- During the year, the City's expenses for governmental activities totaled $14,922,894 and were funded by program revenues of $3,457,864 and other general revenues and transfers that totaled $11,995,234. This resulted in an increase in governmental activities net position of $530,204.
- The City's business-type activities reported revenues of $4,374,312 and expenses and transfers of $5,161,071 resulting in a decrease in net position of $786,759 due in part to increased transfer to governmental activities.
- At June 30, 2021, the General Fund reported an unassigned fund balance of $3,888,511, which is an increase from the prior year due in part to an increase in sales and use tax revenue, grant revenue, and transfers from business-type activities.
- For budgetary reporting purposes, the General Fund reported resources available for appropriation over final of estimates of $672,261, or 7.33%, while expenditures were under the final appropriations by $296,461 or 3.16%.

OVERVIEW OF THE FINANICAL STATEMENTS

The financial statements presented herein include all of the activities of the City of Nichols Hills (the "City") and its component unit using the integrated approach as prescribed by GASB. Included in this report are governmental-wide statements for each of two categories of activities – governmental and business-type.

The government-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. These statements include all assets of the City (including infrastructure) and deferred outflows, as well as all liabilities (including long-term debt) and deferred inflows.

Reporting the City as a Whole

<u>The Statement of Net Position and the Statement of Activities</u>

One of the most frequently asked questions about the City's finances is, "Has the City's financial condition improved, declined or remained steady over the last year?" The Statement of Net Position and the Statement of Activities report information about the City as a whole and about its activities in a way that helps answer this question. These statements include all assets, deferred outflows, liabilities and deferred inflows using the accrual basis of accounting. All of the current year's revenues, expenses and deferrals are taken into account regardless of when cash is received or paid.

These two statements report the City's net position and changes in them 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 or deteriorating. However, you must consider other nonfinancial factors, such as changes in the City's tax base and the condition of the City's roads, to assess the overall health of the City.

As mentioned above, in the Statement of Net Position and the Statement of Activities, we divide the City into two kinds of activities:

- Governmental activities -- Most of the City's basic services are reported here, including the police, fire, general administration, streets, sanitation, and parks. Sales taxes, franchise fees, fines, charges for services, and state and federal grants finance most of these activities.

- Business-type activities – For these activities, the City charges a fee to customers to help cover all or most of the cost of the services it provides. The City's water and wastewater utilities are reported here.

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. 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.

Governmental funds -- Most of the City's basic services are reported in governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash. The governmental fund statements provide a detailed short-term view of the City's general government operations and the basic services 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. Proprietary funds are reported in the same way that business-type activities are reported in the Statement of Net Position and the Statement of Activities. In fact, the City's enterprise funds are the same as the business-type activities we report in the government-wide statements but provide more detail and additional information, such as cash flows.

A FINANCIAL ANALYSIS OF THE CITY AS A WHOLE

Net Position

The City's combined net position decreased from $31.8 million to $31.6 million between fiscal years 2020 and 2021. Looking at the net position of governmental and business-type activities separately, total net position of the governmental activities increased $530,204 and business-type activities decreased $786,759.

The increase in governmental current assets and restricted net position is due to the unspent proceeds of the 2021 Series GO Bonds issue and General Fund investments. Deferred outflows of resources increased due to changes in assumptions in the three pension plans. The increase in other long-term debt outstanding for business-type activities is due to an increase in OPEB liabilities. The increase in governmental unrestricted net position is due to an increase in sales and use tax, unrestricted grant revenue and an increase in transfers from business-type activities.

Changes in deferred outflows and inflows related to changes in all three defined benefit retirement plans and the City's OPEB plan.

	Governmental Activities 2021	Governmental Activities 2020	% Inc. (Dec.)	Business-Type Activities 2021	Business-Type Activities 2020	% Inc. (Dec.)	Total 2021	Total 2020	% Inc. (Dec.)
Current assets	$ 22,892,972	$ 18,747,081	22%	$ 4,024,284	$ 3,989,205	1%	$ 26,917,256	$ 22,736,286	18%
Capital assets, net	29,259,744	28,263,726	4%	17,992,565	18,811,407	-4%	47,252,309	47,075,133	0%
Total assets	52,152,716	47,010,807	11%	22,016,849	22,800,612	-3%	74,169,565	69,811,419	6%
Deferred outflows of resources	2,527,936	1,996,384	27%	144,017	110,674	30%	2,671,953	2,107,058	27%
Long-term debt outstanding	39,082,780	33,957,304	15%	192,902	151,229	28%	39,275,682	34,108,533	15%
Other liabilities	5,259,781	4,887,609	8%	138,039	140,176	-2%	5,397,820	5,027,785	7%
Total liabilities	44,342,561	38,844,913	14%	330,941	291,405	14%	44,673,502	39,136,318	14%
Deferred inflows of resources	543,972	898,363	-39%	32,347	35,544	-9%	576,319	933,907	-38%
Net position									
Net investment in capital assets	5,754,593	6,116,023	-6%	17,975,559	18,793,595	-4%	23,730,152	24,909,618	-5%
Restricted	2,314,947	1,973,241	17%	-	-		2,314,947	1,973,241	17%
Unrestricted	1,724,579	1,174,651	47%	3,822,019	3,790,742	1%	5,546,598	4,965,393	12%
Total net position	$ 9,794,119	$ 9,263,915	6%	$ 21,797,578	$ 22,584,337	-3%	$ 31,591,697	$ 31,848,252	-1%

Change in Net Position

For the year ended June 30, 2021, net position of the primary government changed as follows:

	Governmental Activities 2021	Governmental Activities 2020	% Inc. (Dec.)	Business-Type Activities 2021	Business-Type Activities 2020	% Inc. (Dec.)	Total 2021	Total 2020	% Inc. (Dec.)
Revenues									
Program revenues - Charges for services	$ 2,589,458	$ 1,619,093	59.9%	$ 4,344,520	$ 4,303,666	1%	$ 6,933,978	$ 5,922,759	17%
Program revenues - Other	868,406	533,652	63%	-	-		868,406	533,652	63%
Taxes and other general revenues:									
Taxes	10,271,752	9,574,259	7%	-	-		10,271,752	9,574,259	7%
Intergovernmental	11,020	9,783	13%	-	-		11,020	9,783	13%
Investment income	66,747	291,816	-77%	5,221	46,437	-89%	71,968	338,253	-79%
Miscellaneous	358,279	363,691	-1%	24,571	61,428	-60%	382,850	425,119	-10%
Total revenues	14,165,662	12,392,294	14.3%	4,374,312	4,411,531	-1%	18,539,974	16,803,825	10%
Expenses									
General government	2,833,696	2,609,785	9%	-	-		2,833,696	2,609,785	9%
Public safety	6,511,943	5,309,204	23%	-	-		6,511,943	5,309,204	23%
Highways and streets	2,403,820	1,281,820	88%	-	-		2,403,820	1,281,820	88%
Culture and recreation	440,212	430,254	2%	-	-		440,212	430,254	2%
Public works	1,754,432	1,489,116	18%	-	-		1,754,432	1,489,116	18%
Interest on long-term debt	978,791	747,782	31%	-	-		978,791	747,782	31%
Water	-	-		2,697,650	2,652,736	2%	2,697,650	2,652,736	2%
Wastewater	-	-		1,175,985	1,092,270	8%	1,175,985	1,092,270	8%
Total expenses	14,922,894	11,867,961	26%	3,873,635	3,745,006	3%	18,796,529	15,612,967	20%
Excess (deficiency) before transfers	(757,232)	524,333	-244%	500,677	666,525	-25%	(256,555)	1,190,858	-122%
Transfers	1,287,436	106,902	1104%	(1,287,436)	(106,902)	1104%	-	-	
Change in net position	530,204	631,235	-16%	(786,759)	559,623	-241%	(256,555)	1,190,858	-122%
Beginning net position	9,263,915	8,632,680		22,584,337	22,024,714		31,848,252	30,657,394	
Ending net position	$ 9,794,119	$ 9,263,915		$ 21,797,578	$ 22,584,337		$ 31,591,697	$ 31,848,252	

The increase in Charges for Services is due to Health Insurance Premium revenue allocated from the internal service fund. The City transitioned to self-funded Health Insurance in the current fiscal year. The increase in other program revenues is due to COVID grant proceeds in the current year. Investment income decreased for Governmental and Business-Type activities in the current year due to a decrease in interest rates. The increase in Public Safety expenses is due to Health insurance claims expense allocated from the internal service fund. Highways and Streets and Public Works expense increased in the current year due to clean up from the October 2020 ice storm. Interest on long-term debt increased due to issuance costs with GO Bond refunding in the current year. Transfers between the Governmental and Business-Type activities increased this year to cover potential revenue shortfalls with the COVID-19 Pandemic. Business-type activity miscellaneous revenue decreased in the current year due to insurance proceeds in the previous year.

Governmental Activities

To aid in the understanding of the Statement of Activities some additional explanation is given. Of particular interest is the format that is significantly different than a typical Statement of Revenues, Expenditures, and Changes in Fund Balance. You will notice that expenses are listed in the first column with revenues from that particular program reported to the right. The result is a Net (Expense)/Revenue. The reason for this kind of format is to highlight the relative financial burden of each of the functions on the City's taxpayers. It also identifies how much each function draws from the general revenues or if it is self-financing through fees and grants or contributions. All other governmental revenues are reported as general. It is important to note all taxes are classified as general revenue even if restricted for a specific purpose.

Net Revenue (Expense) of Governmental Activities

	Total Expense of Services 2021	Net Revenue (Expense) of Services 2021	Total Expense of Services 2020	Net Revenue (Expense) of Services 2020
General government	$2,833,696	($2,070,338)	$2,609,785	($2,372,840)
Public safety	6,511,943	(5,217,301)	5,309,204	(4,533,527)
Highways and streets	2,403,820	(2,258,621)	1,281,820	(1,218,530)
Culture and recreation	440,212	(430,336)	430,254	(430,254)
Public works	1,754,432	(509,643)	1,489,116	(412,283)
Interest on long-term debt	978,791	(978,791)	747,782	(747,782)
Total	$14,922,894	($11,465,030)	$11,867,961	($9,715,216)

For the year ended June 30, 2021, total expenses for governmental activities amounted to approximately $14.9 million. Of these total expenses, the program revenues funded $3.46 million through service charges and grants and other contributions, while taxpayers, transfers, and other general revenues funded the remainder of $11.99 million.

Business-Type Activities

Net Revenue (Expense) of Business-Type Activities

	Total Expense of Services 2021	Net Revenue (Expense) of Services 2021	Total Expense of Services 2020	Net Revenue (Expense) of Services 2020
Water	$2,697,650	$301,741	$2,652,736	$361,908
Wastewater	1,175,985	169,144	1,092,270	196,752
Total	$3,873,635	$470,885	$3,745,006	$558,660

In the business-type activities, the charges for services in FY2021 were sufficient to cover expenses.

A FINANCIAL ANALYSIS OF THE CITY'S FUNDS

As the City completed its 2021 fiscal year, the governmental funds reported a combined fund balance of $21.4 million or a 29.2% increase from the prior year. The enterprise fund reported net position of $21.8 million or a 3.4% decrease from 2020.
At June 30, 2021, the General Fund reported an unassigned fund balance of $3,888,511, which is an increase from prior year due in part to an increase in sales and use tax revenue in the amount of $416,598 and an increase in grant revenue. The Debt Service Fund increased its fund balance by $291,869 due to more property taxes being collected. The Capital Improvement Fund had a decrease in fund balance due to no transfers in from the General Fund in the current year as part of the response to uncertain revenue projections due to the pandemic. The City issued Series 2021 General Obligation Bonds in the amount of $7,800,000 for capital projects, and the GO Bond Fund fund balance increased by $3,554,747.

General Fund Budgetary Highlights

Over the course of the year, the City Council made budget revisions mostly due to ice storm clean up and sales tax revenue exceeding original estimates. The General Fund reported resources available for appropriations over final of estimates of $672,261 (7.33%) and expenditures under final appropriations by $296,461 (3.16%).

Capital Asset and Debt Administration

Capital Assets

At June 30, 2021, the City had approximately $47.3 million invested in capital assets, net of depreciation, including police and fire equipment, buildings, park facilities, water lines, sewer lines and systems. (See table below).

Primary Government Capital Assets
(Net of accumulated depreciation)

	Governmental Activities		Business-Type Activities		Total	
	2021	2020	2021	2020	2021	2020
Land	$408,047	$408,047	$207,742	$207,742	$615,789	$615,789
Buildings	2,850,867	3,022,095	1,054,452	1,077,474	3,905,319	4,099,569
Imp. other than buildings	774,348	404,254	3,107	5,772	777,455	410,026
Machinery, furniture and equipment	1,664,087	1,715,422	770,084	785,736	2,434,171	2,501,158
Infrastructure	22,183,520	21,800,842	-	-	22,183,520	21,800,842
Utility improvements	-	-	14,805,601	15,224,304	14,805,601	15,224,304
Water rights	-	-	38,692	44,805	38,692	44,805
Construction in progress	1,378,875	913,066	1,112,887	1,465,574	2,491,762	2,378,640
Totals	$29,259,744	$28,263,726	$17,992,565	$18,811,407	$47,252,309	$47,075,133

This year's more significant capital asset additions are various paving projects, water well projects, an irrigation project, and Police vehicles. Depreciation expense for all assets totaled $4.1 million. See Note 3.D. for additional information.

Long- Term Debt Administration

At year-end, the City had approximately $36.2 million in outstanding long-term debt. (See table below). These debts are further detailed below and excludes any unamortized debt premiums and discounts.

Primary Government Long-Term Debt

	Governmental Activities		Business-Type Activities		Total		Total Percentage Change
	2021	2020	2021	2020	2021	2020	2020-2021
G.O. Bonds payable	$35,555,000	$31,980,000	$ -	$ -	$35,555,000	$31,980,000	11.2%
Water rights	-	-	17,006	17,812	17,006	17,812	-4.5%
Accrued comp absences	554,174	478,260	48,644	37,379	602,818	515,639	16.9%
Utility deposits	-	-	28,424	25,410	28,424	25,410	11.9%
Totals	$ 36,109,174	$32,458,260	$ 94,074	$ 80,601	$36,203,248	$32,538,861	11.3%

For the year ended June 30, 2021, the City issued $16.1 million of general obligation bonds for capital improvements and refunded $8.97 million. See Note 3.E. for additional information.

Economic Factors and Next Year's Budget and Rates

Nichols Hills is a small community covering approximately two and one-half square miles, with the majority of the City being residential in nature. The two major sources of operational income are sales tax and water revenues. Sales tax revenue increased 6% from the prior fiscal year. Use tax increased 27.2% from the prior fiscal year. In the upcoming fiscal year, the City will be working to increase sales tax revenue by promoting local businesses to occupants of a newly constructed hotel and apartment complex located outside the City's corporate limits, but adjacent to one of the City's primary retail districts.

Water sales continue to be good at rounding out our income sources. Water revenue decreased 4.3% from the prior fiscal year. The City of Nichols Hills was fortunate to not have a significant decrease in utility collections during the pandemic.

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 6407 Avondale Dr., Nichols Hills, Oklahoma 73116 or phone at (405) 843-6637.

City of Nichols Hills
Statement of Net Position
June 30, 2021

	Governmental Activities	Business-type Activities	Total
ASSETS			
Cash and cash equivalents	$ 6,081,551	$ 1,473,887	$ 7,555,438
Investments	15,155,000	1,950,000	17,105,000
Deposits with insurance pool	13,947	-	13,947
Interest receivable	10,050	480	10,530
Accounts receivable, net	-	591,624	591,624
Franchise tax receivable	47,790	-	47,790
Court fines receivable, net	228,385	-	228,385
Other receivables	11,865	-	11,865
Internal balances	85,045	(85,045)	-
Due from other governments	881,536	-	881,536
Net pension asset	377,803	93,338	471,141
Capital assets:			
Non-depreciable assets	1,786,922	1,320,629	3,107,551
Depreciable assets, net	27,472,822	16,671,936	44,144,758
Total capital assets	29,259,744	17,992,565	47,252,309
Total assets	52,152,716	22,016,849	74,169,565
DEFERRED OUTFLOWS OF RESOURCES			
Deferred amounts related to OPEB	144,938	20,539	165,477
Deferred amounts related to pensions	2,382,998	123,478	2,506,476
Total deferred outflows of resources	2,527,936	144,017	2,671,953
LIABILITIES			
Accounts payable and accrued expenses	726,268	132,339	858,607
Long-term liabilities			
Due within one year			
Compensated absences	55,417	4,864	60,281
Bonds and notes payable	4,478,096	836	4,478,932
Due in more than one year			
Deposit liability	8,240	28,424	36,664
Bonds and notes payable	32,688,699	16,170	32,704,869
Compensated absences	498,757	43,780	542,537
Net pension liability	4,986,121	-	4,986,121
Total OPEB liability	829,373	96,573	925,946
Claims and judgments	71,590	7,955	79,545
Total liabilities	44,342,561	330,941	44,673,502
DEFERRED INFLOWS OF RESOURCES			
Deferred amounts related to OPEB	127,250	14,811	142,061
Deferred amounts related to refunding	32,571	-	32,571
Deferred amounts related to pensions	384,151	17,536	401,687
	543,972	32,347	576,319
NET POSITION			
Net investment in capital assets	5,754,593	17,975,559	23,730,152
Restricted for:			
Debt service	1,982,071	-	1,982,071
Streets	193,810	-	193,810
Donations	73,676	-	73,676
Public safety	51,443	-	51,443
Insurance	13,947	-	13,947
Unrestricted	1,724,579	3,822,019	5,546,598
Total net position	$ 9,794,119	$ 21,797,578	$ 31,591,697

City of Nichols Hills
Statement of Activities
For the Year Ended June 30, 2021

		Program Revenue			Net (Expense) Revenue and Changes in Net Position — Primary Government		
Functions/Programs	**Expenses**	**Charges for Services**	**Operating Grants and Contributions**	**Capital Grants and Contributions**	**Governmental Activities**	**Business-type Activities**	**Total**
Primary government							
Governmental Activities							
General Government	$ 2,833,696	$ 454,766	$ 308,592	$ -	$ (2,070,338)	$ -	$ (2,070,338)
Public Safety	6,511,943	770,619	524,023	-	(5,217,301)	-	(5,217,301)
Highways and Streets	2,403,820	109,408	35,791	-	(2,258,621)	-	(2,258,621)
Public Works	1,754,432	1,244,789	-	-	(509,643)	-	(509,643)
Culture and Recreation	440,212	9,876	-	-	(430,336)	-	(430,336)
Interest on Long-term debt	978,791	-	-	-	(978,791)	-	(978,791)
Total governmental activities	14,922,894	2,589,458	868,406	-	(11,465,030)	-	(11,465,030)
Business-type Activities							
Water	2,697,650	2,999,391	-	-	-	301,741	301,741
Wastewater	1,175,985	1,345,129	-	-	-	169,144	169,144
Total business-type activities	3,873,635	4,344,520	-	-	-	470,885	470,885
Total primary government	$ 18,796,529	$ 6,933,978	$ 868,406	$ -	(11,465,030)	470,885	(10,994,145)
General revenues:							
Taxes:							
Sales tax					5,177,903	-	5,177,903
Property taxes, levied for debt service					4,771,624	-	4,771,624
Franchise taxes					313,615	-	313,615
E911 taxes					8,610	-	8,610
Intergovernment not restricted to specific programs					11,020	-	11,020
Unrestricted investment earnings					66,747	5,221	71,968
Miscellaneous					358,279	24,571	382,850
Transfers					1,287,436	(1,287,436)	-
Total general revenues and transfers					11,995,234	(1,257,644)	10,737,590
Change in net position					530,204	(786,759)	(256,555)
Net position - beginning					9,263,915	22,584,337	31,848,252
Net position - ending					$ 9,794,119	$ 21,797,578	$ 31,591,697

See accompanying notes to the basic financial statements

City of Nichols Hills
Balance Sheet
Governmental Funds
June 30, 2021

	General Fund	Debt Service Fund	Capital Improvement Fund	GO Bond Fund	Other Governmental Funds	Total Governmental Funds
ASSETS						
Cash and cash equivalents	$ 1,972,833	$ 164,297	$ 427,141	$ 3,261,644	$ 247,348	$ 6,073,263
Restricted cash and equivalents	8,240	-	-	-	-	8,240
Investments	2,150,000	1,780,000	825,000	10,400,000	-	15,155,000
Deposits with insurance pool	13,947	-	-	-	-	13,947
Receivables:						
Accrued interest receivable	1,340	543	352	7,815	-	10,050
Due from other funds	85,045	-	-	-	-	85,045
Due from other governments	727,991	149,394	-	-	4,151	881,536
Franchise taxes receivable	47,790	-	-	-	-	47,790
Court fines receivable, net	228,385	-	-	-	-	228,385
Other receivables	11,153	-	-	-	712	11,865
Total assets	$ 5,246,724	$ 2,094,234	$ 1,252,493	$ 13,669,459	$ 252,211	$ 22,515,121
LIABILITIES, DEFERRED INFLOWS AND FUND BALANCES						
Liabilities:						
Accounts payable	$ 239,036	$ -	$ -	$ 399,212	$ -	$ 638,248
Due to other governments	1,320	-	-	-	-	1,320
Deposit liabilities	8,240	-	-	-	-	8,240
Retainage payable	-	-	-	86,700	-	86,700
Total liabilities	248,596	-	-	485,912	-	734,508
Deferred inflows of resources:						
Unavailable revenue	214,148	112,163	352	7,815	-	334,478
Fund balances:						
Restricted for:						
Streets	-	-	-	-	193,810	193,810
Public safety	-	-	-	-	51,443	51,443
Donations	73,676	-	-	-	-	73,676
Debt service	-	1,982,071	-	-	-	1,982,071
Capital projects	-	-	-	12,961,750	-	12,961,750
Insurance	13,947	-	-	-	-	13,947
Committed for:						
Capital projects	307,846	-	-	-	-	307,846
Assigned for:						
Streets	-	-	-	-	6,470	6,470
Economic development	500,000	-	-	-	-	500,000
E-911	-	-	-	-	488	488
Capital projects	-	-	1,252,141	213,982	-	1,466,123
Unassigned	3,888,511	-	-	-	-	3,888,511
Total fund balances	4,783,980	1,982,071	1,252,141	13,175,732	252,211	21,446,135
Total liabilities, deferred inflows and fund balances	$ 5,246,724	$ 2,094,234	$ 1,252,493	$ 13,669,459	$ 252,211	$ 22,515,121

See accompanying notes to the basic financial statements

City of Nichols Hills

Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position
June 30, 2021

Total fund balance, governmental funds	$ 21,446,135
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets used in governmental activities are not current financial resources and therefore, are not reported in the funds, net of accumulated depreciation of $19,174,231.	29,259,744
Certain other long-term assets and deferred outflows are not available to pay current fund liabilities and therefore are deferred or not reported in the funds:	
Net pension asset	377,803
Deferred Outflows:	
Court fines receivable	212,808
Investment receivable	9,831
Deferred amount related to OPEB	144,938
Pension related deferred outflows	2,382,998
Receivable from other governments	111,839
	3,240,217
Internal service fund are used by management to charge costs of certain activiites that benefit mulitple funds, such as self-insurance costs, to individual funds. These assets and liabilites of these internal service funds are reported in the governmental activites of the Statement of Net Position:	
Internal service funds' net position	(71,542)
Certain liabilities are not due and payable from current financial resources and therefore, they, along with the deferred inflows, are not reported in the funds:	
General obligation bonds payable	(37,166,795)
Deferred inflow on refunding	(32,571)
Accrued compensated absences	(554,174)
Net pension liability	(4,986,121)
Total OPEB liability	(829,373)
OPEB related deferred inflows	(127,250)
Pension related deferred inflows	(384,151)
	(44,080,435)
Net Position of Governmental Activities in the Statement of Net Position	$ 9,794,119

See accompanying notes to the basic financial statements

City of Nichols Hills
Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the Year Ended June 30, 2021

	General Fund	Debt Service Fund	Capital Improvement Fund	GO Bond Fund	Other Governmental Funds	Total Governmental Funds
REVENUES						
Property taxes	$ -	$ 4,769,432	$ -	$ -	$ -	$ 4,769,432
Taxes	5,491,518	-	-	-	8,610	5,500,128
Fees and fines	102,408	-	-	-	-	102,408
Licenses and permits	301,895	-	-	-	-	301,895
Intergovernmental	707,062	-	-	-	35,791	742,853
Charges for services	1,236,324	-	-	-	-	1,236,324
Investment earnings	9,368	14,446	2,246	42,626	366	69,052
Miscellaneous	336,714	-	16,792	-	-	353,506
Total revenues	8,185,289	4,783,878	19,038	42,626	44,767	13,075,598
EXPENDITURES						
Current:						
General government	2,044,914	99,191	-	3,388	-	2,147,493
Public safety	4,831,126	-	-	-	-	4,831,126
Highways and streets	1,165,850	-	-	-	-	1,165,850
Public works	1,152,594	-	-	-	-	1,152,594
Culture and recreation	274,955	-	-	-	-	274,955
Debt service:						
Principal	-	12,530,000	-	-	-	12,530,000
Interest and other charges	-	1,066,165	-	-	-	1,066,165
Bond issuance costs	-	-	-	99,035	-	99,035
Capital outlay	28,772	-	63,894	4,276,931	-	4,369,597
Total expenditures	9,498,211	13,695,356	63,894	4,379,354	-	27,636,815
Excess (deficiency) of revenues over expenditures	(1,312,922)	(8,911,478)	(44,856)	(4,336,728)	44,767	(14,561,217)
OTHER FINANCING SOURCES (USES)						
Issuance of debt	-	8,305,000	-	7,800,000	-	16,105,000
Premium on issuance of debt	-	898,347	-	91,475	-	989,822
Transfers in	2,307,100	-	-	-	-	2,307,100
Total other financing sources and uses	2,307,100	9,203,347	-	7,891,475	-	19,401,922
Net change in fund balances	994,178	291,869	(44,856)	3,554,747	44,767	4,840,705
Fund balances - beginning	3,789,802	1,690,202	1,296,997	9,620,985	207,444	16,605,430
Fund balances - ending	$ 4,783,980	$ 1,982,071	$ 1,252,141	$ 13,175,732	$ 252,211	$ 21,446,135

See accompanying notes to the basic financial statements

City of Nichols Hills

Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities
For the Year Ended June 30, 2021

Net change in fund balances - total governmental funds:	$	4,840,705
Amounts reported for Governmental Activities in the Statement of Activities are different because:		
Governmental funds report capital outlays as expenditures while governmental activities report depreciation to allocate those expenditures over the life of the assets:		
Capital asset purchases capitalized		4,224,229
Capital asset transfers		(939,379)
Depreciation expense		(2,288,832)
		996,018
In the Statement of Activities, the net cost of pension and other post-employment benefits earned is calculated and is reported as pension and OPEB expense. The fund financial statements report pension and OPEB contributions as expenditures. This amount represents the difference between pension and OPEB contributions and calculated pension and OPEB expense.		769,513
Revenues in the Statement of Activities that do not provide current financial resources are not reported as revenues in the funds:		
Change in unavailable revenue		(56,602)
Debt proceeds provide current financial resources to governmental funds, but issuing debt increases long-term liabilities and can also increase deferred amounts in the Statement of Net Position. Repayment of debt principal is an expenditure in the governmental funds; but the repayment reduces long-term liabilities in the Statement of Net Position:		
Bond proceeds received		(16,105,000)
General obligation bond principal payments		12,530,000
Change in bond premium		(901,822)
Change in deferred inflow on refunding		459
Change in bond discount		(1,083)
		(4,477,446)
Some expenses reported in the statement of activities do not require the use of current financial resources and these are not reported as expenditures in governmental funds:		
Accrued compensated absences		(75,914)
Net pension obligation		(1,208,014)
Total OPEB liability		(186,514)
		(1,470,442)
Internal service fund activity is reported as a proprietary fund in the fund financial statements, but certain net revenues are reported in governmental activities on the Statement of Activities		
Change in net position for internal service funds		(71,542)
Change in net position of Governmental Activities	$	530,204

See accompanying notes to the basic financial statements

City of Nichols Hills
Statement of Net Position
Proprietary Fund
June 30, 2021

	Enterprise Fund: Nichols Hills Municipal Authority	Internal Service Fund
ASSETS		
Current assets:		
Cash and cash equivalents	$ 1,445,522	$ 53
Investments	1,950,000	-
Accounts receivable, net	591,624	-
Accrued interest receivable	480	-
Total current assets	3,987,626	53
Non-current assets:		
Restricted cash and cash equivalents	28,360	-
Net pension asset	93,338	-
Capital assets:		
Non-depreciable assets	1,320,629	-
Depreciable assets, net	16,671,936	-
Total non-current assets	18,114,263	-
Total assets	22,101,889	53
DEFERRED OUTFLOWS OF RESOURSES:		
Deferred amounts related to OPEB	20,539	-
Deferred amounts related to pensions	123,478	-
	144,017	-
LIABILITIES		
Current liabilities:		
Accounts payable	132,339	-
Due to other funds	85,045	-
Compensated absences, current portion	4,864	-
Claims and judgments	-	79,545
Notes payable, current portion	836	-
Total current liabilities	223,084	79,545
Non-current liabilities:		
Compensated absences	43,780	-
Meter deposit liability	28,424	-
Notes payable, non-current portion	16,170	-
OPEB liability	96,573	
Total non-current liabilities	184,947	-
Total liabilities	408,031	79,545
DEFERRED INFLOWS OF RESOURCES:		
Deferred amounts related to OPEB	14,811	-
Deferred amounts related to pensions	17,536	-
	32,347	-
NET POSITION		
Net investment in capital assets	17,975,559	-
Unrestricted (deficit)	3,829,969	(79,492)
Total net position	$ 21,805,528	$ (79,492)

City of Nichols Hills
Reconciliation of the Proprietary Funds Balance Sheet to the Statement of Net Position
June 30, 2021

Total net position, proprietary funds	$ 21,805,528
Internal service fund are used by management to charge costs of certain activiites that benefit mulitple funds, such as self-insurance costs, to individual funds. These assets and liabilites of these internal service funds are reported in the governmental activites of the Statement of Net Position:	(7,950)
Internal service funds' net position	
Net Position of Business-Type Activities in the Statement of Net Position	$ 21,797,578

See accompanying notes to the basic financial statements

City of Nichols Hills
Statement of Revenues, Expenses and Change in Fund Net Position
Proprietary Fund
For the Year Ended June 30, 2021

	Enterprise Fund	
	Nichols Hills Municipal Authority	**Internal Service Fund**
REVENUES		
Charges for services:		
Water charges	$ 2,849,405	$ -
Wastewater charges	1,345,129	-
Water taps	27,288	-
Penalties	5,082	-
Health insurance charge	-	1,120,940
Miscellaneous revenue	24,571	6,701
Total operating revenues	4,251,475	1,127,641
OPERATING EXPENSES		
Administrative	762,730	577
Water and wastewater operations	1,087,806	-
Insurance claims and expenses	-	1,206,624
Depreciation expense	1,816,554	-
Total operating expenses	3,667,090	1,207,201
Operating income (loss)	584,385	(79,560)
NON-OPERATING REVENUES (EXPENSES)		
Interest and investment revenue	5,221	68
Interest expense	(694)	-
Total non-operating revenues (expense)	4,527	68
Income (loss) before contributions and transfers	588,912	(79,492)
Capital contributions	939,379	-
Transfer out	(2,307,100)	-
Change in net position	(778,809)	(79,492)
Total net position- beginning	22,584,337	-
Total net position - ending	$ 21,805,528	$ (79,492)

City of Nichols Hills
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Proprietary Funds to the Statement of Activities
For the Year Ended June 30, 2021

Net change in net position - total proprietary funds:	$ (778,809)
Amounts reported for Business-Type Activities in the Statement of Activities are different because:	
Internal service fund activity is reported as a proprietary fund in the fund financial statements, but certain net revenues are reported in Business-Type Activities on the Statement of Activities	(7,950)
Change in net position for internal service funds	
Change in net position of Business-Type Activities	$ (786,759)

See accompanying notes to the basic financial statements

City of Nichols Hills
Statement of Cash Flow
Proprietary Fund
For the Year Ended June 30, 2021

	Enterprise Fund	
	Nichols Hills Municipal Authority	Internal Service Fund
CASH FLOWS FROM OPERATING ACTIVITIES		
Receipts from customers	$ 4,421,450	$ -
Payments to suppliers	(1,090,203)	(1,127,656)
Payments to employees	(735,362)	-
Receipts of customer meter deposits	13,164	-
Refunds of customer meter deposits	(10,150)	-
Interfund receipts/payments	(471)	-
Other income	-	6,701
Health insurance charge	-	1,120,940
Net cash provided by (used in) operating activities	2,598,428	(15)
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES		
Transfers to other funds	(2,307,100)	-
Net cash provided by (used in) noncapital financing activities	(2,307,100)	
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVIES		
Purchases of capital assets	(58,333)	-
Principal paid on debt	(806)	-
Interest and fiscal agent fees paid on debt	(694)	-
Net cash provided by (used in) capital and related financing activities	(59,833)	-
CASH FLOWS FROM INVESTING ACTIVITIES		
Purchase of investments	(700,000)	
Interest and dividends	4,984	68
Net cash provided by (used in) investing activities	(695,016)	68
Net increase (decrease) in cash and cash equivalents	(463,521)	53
Balances - beginning of year	1,937,403	-
Balances - end of year	$ 1,473,882	$ 53
Reconciliation to Statement of Net Position:		
Cash and cash equivalents	$ 1,445,522	$ 53
Restricted cash and cash equivalents - non-current	28,360	-
Total cash and cash equivalents, end of year	$ 1,473,882	$ 53
Reconciliation of operating income (loss) to net cash provided by (used in) operating activities:		
Operating activities:	$ 584,385	$ (79,560)
Adjustments to reconcile operating income to net cash provided by (used in) operating activities:		
Depreciation expense	1,816,554	-
Change in assets and liabilities:		
Due to other funds	(471)	-
Total OPEB liability and deferred amounts	5,472	-
Accounts receivable	169,975	-
Accounts payable	(3,293)	-
Net pension asset and deferred amounts	11,527	-
Deposits subject to refund	3,014	-
Accrued compensated absences	11,265	-
Claims liability	-	79,545
Net cash provided by (used in) operating activities	$ 2,598,428	$ (15)
Noncash Activities:		
Contributed capital assets	$ 939,379	$ -

See accompanying notes to the basic financial statements

NOTE 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City's accounting and financial reporting policies conform with accounting principles generally accepted in the United States of America (GAAP). Accounting principles generally accepted in the United States of America (GAAP) include all relevant Governmental Accounting Standards Board (GASB) pronouncements. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent subsections of this Note.

1.A. FINANCIAL REPORTING ENTITY

The City's financial reporting entity is comprised of the following:

Primary Government:	City of Nichols Hills
Blended Component Unit:	Nichols Hills Municipal Authority

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

The component unit is a Public Trust established pursuant to Title 60 of Oklahoma State law. A public trust (Authority) has no taxing power. The Authority is 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. The Authority generally retains title to assets which are acquired or constructed with Authority debt or other Authority generated resources. In addition, the City has leased certain existing assets at the creation of the Authority to the Trustees on a long-term basis. The City, as beneficiary of the Public Trust, receives title to any residual assets when the Public Trust is dissolved.

<u>BLENDED COMPONENT UNIT</u>

A blended component unit is a separate legal entity that meets the component unit criteria described above and whose governing body is the same or substantially the same as the City Council or the component unit provides services entirely to the City. In addition, management and staff of the City are also the management and staff of the component unit. The component unit fund is blended into those of the City's by appropriate fund category to comprise the primary government presentation.

The component unit that is blended into the reporting fund categories of the City's report is presented below.

Component Unit	Brief Description/Inclusion Criteria	Reporting Fund
Nichols Hills Municipal Authority (NHMA)	Created December 29, 1987, to finance, develop and operate the water and waste-water activities of the City. Current City Council serves as entire governing body (Trustees). Debt issued by the Authority requires 2/3rds approval of City Council. In addition, management and staff of the City are also the management and staff of the component unit.	Enterprise Fund

This component unit does not issue a separate annual financial report.

1.B. BASIS OF PRESENTATION

Government-Wide Financial Statements:

The statement of net position and statement of activities display information about the City as a whole. They include all funds of the reporting entity. The statements distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services.

Fund Financial Statements:

Fund financial statements of the reporting entity are organized into funds, each of which is considered to be separate accounting entities. Each fund is accounted for by providing a separate set of self-balancing accounts which constitute its assets, deferred outflows, liabilities, deferred inflows, fund equity, revenues, and expenditures/expenses. Funds are organized into two major categories: governmental and proprietary. The City presently has no fiduciary funds. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the City or meets the following criteria:

a. Total assets plus deferred outflows or liabilities plus deferred inflows or revenues or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type, and

b. Total assets plus deferred outflows or liabilities plus deferred inflows or revenues or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

The funds of the financial reporting entity are described below:

GOVERNMENTAL FUNDS

General Fund

The General Fund is the primary operating fund of the City. It is used to account for all activities except those legally or administratively required to be accounted for in other funds.

Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are either legally restricted to expenditures for specified purposes or designated to finance particular functions or activities of the City. The reporting entity includes the following special revenue funds:

Street and Alley Fund
E-911

Debt Service Fund

The Debt Service Fund is used to account for ad-valorem taxes levied by the City for use in retiring general obligation bonds, court-assessed judgments, and their related interest expense and fiscal agent fees. State law refers to this fund as the Sinking Fund.

Capital Project Funds

Capital Project Funds are used to account for resources restricted for the acquisition or construction of specific capital projects or items. The reporting entity includes the following capital project funds:

Capital Improvement Fund
GO Bond Fund

PROPRIETARY FUNDS

Enterprise Fund

Enterprise funds are used to account for business-like activities provided to the general public. These activities are financed primarily by user charges and the measurement of financial activity focuses on net income measurement similar to the private sector. The reporting entity includes the following enterprise fund:

Nichols Hills Municipal Authority Fund (Water and Wastewater)

INTERNAL SERVICE FUNDS

Health Insurance Fund

Health Insurance fund accounts for the revenue and expenses of insurance costs for employees with the City, including retirees. The reporting entity includes the following internal service fund:

Health Insurance Fund

MAJOR AND NON-MAJOR FUNDS

The funds are further classified as major or non-major as follows:

Major:	***Non-Major:***
General Fund	Special Revenue Funds:
	Street and Alley Fund
Debt Service Fund	E-911 Fund
Capital Project Funds:	
Capital Improvement Fund	
GO Bond Fund	
Enterprise Fund:	
Nichols Hills Municipal Authority	
Internal Service Fund:	
Health Insurance Fund	

1.C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

Measurement focus is a term used to describe "how" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

Measurement Focus

In the government-wide Statement of Net Position and the Statement of Activities both governmental and business-type activities are presented using the economic resources measurement focus as defined in item 2. below.

In the fund financial statements, the "current financial resources" measurement focus or the "economic resources" measurement focus is used as appropriate:

1. All governmental fund types utilize a "current financial resources" measurement focus. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

2. Proprietary fund types utilize an "economic resources" measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery), financial position and cash flows. All assets and liabilities (whether current or noncurrent, financial or nonfinancial), along with deferred outflows and deferred inflows associated with their activities are reported. Proprietary fund equity is classified as net position.

Basis of Accounting

In the government-wide Statement of Net Position and Statement of Activities both governmental and business-type activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, deferred outflows, liabilities, and deferred inflows resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

In the fund financial statements, governmental funds are presented on the modified accrual basis of accounting. Under this modified accrual basis of accounting, revenues are recognized when "measurable and available". Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or soon enough thereafter to pay current liabilities. Expenditures (including capital outlay) are recorded when the related fund liability is incurred. All proprietary funds utilize the accrual basis of accounting.

1.D. ASSETS, DEFERRED OUTFLOWS, LIABILITIES, DEFERRED INFLOWS AND EQUITY

Cash and Cash Equivalents

For the purpose of financial reporting, cash and cash equivalents includes all demand and savings accounts, and certificates of deposit or short-term investments with an original maturity of three months or less.

Investments

Investments are reported at fair value which is determined using selected bases. Securities traded on a national or international exchange are valued at the last reported sales price at current exchange rates. All non-negotiable certificates of deposit are carried at cost. Additional cash and investment disclosures are presented in 3.A.

Receivables

In the government-wide statements, receivables consist of all revenues earned at year-end and not yet received. Allowances for uncollectible accounts receivable are based upon historical trends and the periodic aging of accounts receivable. Major receivable balances for the governmental activities include sales tax, franchise tax, grants and court fines. Business-type activities report utilities and interest earnings as its major receivables.

In the fund financial statements, governmental funds are presented on the modified accrual basis of accounting. Under this modified accrual basis of accounting, revenues are recognized when "measurable and available". Material receivables in governmental funds include revenue accruals such as sales tax, franchise tax, court fine receivables, and grants and other similar intergovernmental revenues since they are usually both measurable and available. Available has been defined by the City as collected within 60 days of year end. Non-exchange transactions collectible but not available are deferred in the fund financial statements in accordance with the modified accrual basis, but not deferred in the government-wide financial statements in accordance with the accrual basis. Interest and investment earnings are recorded when earned only if available to pay current liabilities since they would be considered both measurable and available. Proprietary fund material receivables consist of all revenues earned at year-end and not yet received. Utility accounts receivable and interest earnings comprise the majority of proprietary fund receivables. Allowances for uncollectible accounts receivable are based upon historical trends and the periodic aging of accounts receivable.

Inventories

Due to their immaterial nature, the City has chosen to record consumable materials and supplies as expenditures/expenses at the time of purchase, and, therefore, no balances for inventory on-hand are reported on the balance sheet.

Capital Assets

The accounting treatment over property, plant and equipment (capital assets) depends on whether the assets are used in governmental fund operations or proprietary fund operations and whether they are reported in the government-wide or fund financial statements. The threshold for capital asset additions is $1,000.

Government-Wide Statements

In the government-wide financial statements, property, plant and equipment are accounted for as capital assets. All capital assets are valued at historical cost, or estimated historical cost if actual is unavailable, except for donated capital assets which are recorded at their acquisition value at the date of donation.

Prior to July 1, 2003, governmental activities' infrastructure assets were not capitalized. These assets have not yet been valued or recorded as capital assets. Only infrastructure additions after July 1, 2003 have been included in the balances of capital assets.

Depreciation of all exhaustible capital assets is recorded as an allocated expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Position. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset of the City is as follows:

Buildings	20-50 years
Equipment	2-20 years
Wastewater lines	50 years
Waterlines	50 years
Streets	20-50 years

Fund Financial Statements

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition. Capital assets used in proprietary fund operations are accounted for the same as in the government-wide statements.

Restricted Assets

Restricted assets reported in the fund financial statements include current assets that are legally restricted as to their use. The primary restricted assets are related to utility customer deposits and trustee accounts restricted for debt service.

Deferred Outflows and Inflows

Deferred outflows and inflows are the consumption or acquisition of net position by the City that are applicable to a future reporting period. At June 30, 2021, the City's deferred outflows and deferred inflows of resources were comprised of pension and OPEB related deferrals. As mentioned in Note 1.H., certain pension and OPEB amounts are deferred, some as outflows and other as inflows, amortized as a component of pension and insurance expense in future periods.

Long-Term Debt

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

All long-term debt to be repaid from governmental resources and business-type resources are reported as liabilities in the government-wide statements. The long-term debt consists primarily of general obligation bonds payable, notes payable, and accrued compensated absences.

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 payments of principal and interest reported as expenditures. The accounting for proprietary funds is the same in the fund financial statements as it is in the government-wide statements.

Compensated Absences

The City's policies regarding vacation and compensatory time permit employees to accumulate varying amounts as determined by management and contracts with employee groups.

The liability for these compensated absences is recorded as long-term debt in the government-wide statements. The current portion of this debt is estimated based on historical trends. In the fund financial statements, governmental funds report only the compensated absence liability payable from expendable available financial resources if due and payable at period end for terminated employees, while the proprietary funds report the liability as it is incurred.

Equity Classification

Government-Wide Financial Statements:

Equity is classified as net position and displayed in three components:

1. Net investment in capital assets – Consists of capital assets including restricted 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 improvement of those assets.

2. 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 or regulations of other governments, or 2) law through constitutional provisions or enabling legislation.

3. Unrestricted net position – All other net position that does not meet the definition of "restricted" or "net investment in capital assets".

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 Financial 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.

b. Restricted – consists of fund balance with constraints placed on the use of resources either by (a) external groups such as creditors, grantors, contributors, or laws or regulations of other governments, or (b) 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.

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. City management currently has the authority to assign fund balance.

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, or represents deficit fund balances in non-general fund governmental funds.

It is the City's policy to first use restricted fund balances prior to the use of unrestricted fund balance when an expense is incurred for purposes for which both restricted and unrestricted fund balances 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.

Proprietary fund equity is classified the same as in the government-wide statements.

1.E. REVENUES, EXPENDITURES AND EXPENSES

Sales Tax

The City presently levies a four-cent sales tax on taxable sales within the City. The sales tax is collected by the Oklahoma Tax Commission and remitted to the City in the month following receipt by the Tax Commission. Sales tax proceeds are recorded in the General Fund. Sales tax accrued is included under the caption "Due from other governments".

Property Tax

Under State law, municipalities are limited in their ability to levy a property tax. Such tax may only be levied to repay principal and interest on general obligation bonded debt approved by voters and any court-assessed judgments.

At the present time the City levies a property tax to fund the annual debt service requirements of thirteen general obligation bond issues.

The property tax levy, as determined by the City's debt service needs, is submitted to the County Excise Board for approval. County assessors, elected officials, determine the taxable value of real estate and personal property in the County. A State Board of Equalization hears complaints on real estate values with the power to equalize assessments. Under present State law, the ratio of assessed value to true value cannot be less than 11 percent nor more than 13 ½ percent.

Property taxes levied by the City are billed and collected by the County Treasurer's Office and remitted to the City in the month following collection. Property taxes are levied normally in October and are due in equal installments on December 31 and March 31. Property taxes unpaid for the fiscal year are attached by an enforceable lien on property in the following October. Property taxes levied, but not collected during the year or within 60 days of year-end are reported as unavailable revenue.

For the year ended June 30, 2021, the City's net assessed valuation of taxable property was $170,016,700. The taxes levied by the City per $1,000 of net assessed valuation for the year ended June 30, 2021 were $29.11.

Program Revenues

In the Statement of Activities, revenues 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:

General government	Licenses and permits, other charges, capital grants
Public safety	Court fines and animal license fees; pension plans on-behalf payments by state; capital grants.
Highways and streets	Operating grants and contributions include motor fuel and commercial vehicle intergovernmental revenues.
Public works	Sanitation service charges.

All other governmental revenues are reported as general. It is important to note that all taxes are classified as general revenue even if restricted for a specific purpose.

Operating Revenues and Expenses

Operating revenues and expenses for proprietary funds are those that result from providing services and producing and delivering goods and/or services. It also includes all revenue and expenses not related to capital and related financing, noncapital financing, or investing activities. Non-operating revenues and expenses are those related to capital and related financing, non-capital financing, or investing activities.

Expenditures/Expenses

In the government-wide financial statements, expenses are reported on the accrual basis and are classified by function for both governmental and business-type activities.

In the fund financial statements, expenditures/expenses are classified as follows:

Governmental Funds - By Character:	Current (further classified by function)
	Capital Outlay
	Debt Service

Proprietary Funds - By Operating and Non-Operating

In the fund financial statements, governmental funds report expenditures of financial resources. Proprietary funds report expenses relating to the use of economic resources.

1.F. INTERNAL AND INTERFUND BALANCES AND ACTIVITIES

In the process of aggregating the financial information for the government-wide statement of net position and statement of activities, some amounts reported as interfund activity and balances in the fund financial statements have been eliminated or reclassified.

Fund Financial Statements:

Interfund activity, if any, within and among the governmental and proprietary fund categories is reported as follows in the fund financial statements:

1. Interfund loans - amounts provided with a requirement for repayment are reported as interfund receivables and payables.

2. Interfund services - sales or purchases of goods and services between funds are reported as revenues and expenditures/expenses.

3. Interfund reimbursements - repayments from funds responsible for certain expenditures/expenses to the funds that initially paid for them are not reported as reimbursements but as adjustments to expenditures/expenses in the respective funds.

4. Interfund transfers - flow of assets from one fund to another where repayment is not expected are reported as transfers in and out.

Government-Wide Financial Statements:

Interfund activity and balances, if any, are eliminated or reclassified in the government-wide financial statements as follows:

1. Internal balances - amounts reported in the fund financial statements as interfund receivables and payables are eliminated in the governmental and business-type activities columns of the statement of net position, except for the net residual amounts due between governmental and business-type activities, which are reported as Internal Balances.

2. Internal activities - amounts reported as interfund transfers in the fund financial statements are eliminated in the government-wide statement of activities except for the net amount of transfers between governmental and business-type activities, which are reported as Transfers - Internal Activities.

The effect of interfund services between funds are not eliminated in the statement of activities.

1.G. USE OF ESTIMATES

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures; accordingly, actual results could differ from those estimates.

1.H. PENSIONS AND OPEB

For purposes of measuring the net pension asset, net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Oklahoma Firefighters Pension & Retirement System (OFPRS), Oklahoma Police Pension & Retirement System (OPPRS) and Oklahoma Municipal Retirement Fund (OkMRF) and additions to/deductions from OFPRS, OPPRS and OkMRF's fiduciary net position have been determined on the same basis as they are reported by OFPRS, OPPRS and OkMRF. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments held by these funds are reported at fair value.

For purposes of measuring the total OPEB liability, deferred outflows of resources, and deferred inflows and OPEB expense for the single employer other postemployment benefit plan the measurement has been prepared in accordance with GASB Statement No. 75.

NOTE 2. STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

By its nature as a local government unit, the City and its component unit are subject to various federal, state and local laws and contractual regulations. An analysis of the City's compliance with significant laws and regulations and demonstration of its stewardship over City resources follows:

2.A. FUND ACCOUNTING REQUIREMENTS

The City complies, in all material respects, with all state and local laws and regulations requiring the use of separate funds. The legally required funds used by the City include the following:

Fund	Required By
Debt Service Fund (Sinking Fund)	State Law
Municipal Authority Fund	Bond Indenture

2.B. REVENUE RESTRICTIONS

The City complied, in all material respects, with the restrictions placed over certain revenue sources from state or local requirements. The primary restricted revenue sources include:

Revenue Source	Legal Restrictions of Use
Gasoline Excise & Commercial Vehicle Tax	Street and Alley Purposes
Water and Wastewater Revenue	Debt Service and Utility Operations
Ad-Valorem Tax	Debt Service on General Obligation Bonds
E-911 Revenue	E-911 Emergency Services Purposes
Sinking Fund Interest Income	Retirement of General Obligation Bond Debt
Net Surplus Revenue of Municipal Authority	Transfer to City General Fund

2.C. DEBT RESTRICTIONS AND COVENANTS

General Obligation Debt

Article 10, Sections 26 and 27 of the Oklahoma Constitution limits the amount of outstanding general obligation bonded debt of the municipality for non-utility or non-street purposes to no more than 10% of net assessed valuation. For the year ended June 30, 2021, the City complied with the legal debt limit. Of the $35,555,000 outstanding general obligation bonded debt, all but $7,905,800 is utility and street related.

2.D. FUND EQUITY / NET POSITION RESTRICTIONS

Restricted Net Position

Restricted net position at the government-wide financial statements are required to restrict funds in accordance with various laws and regulations, specifically those laws and regulations dealing with debt service and the use of restricted revenues.

NOTE 3. DETAIL NOTES - TRANSACTION CLASSES/ACCOUNTS

The following notes present detail information to support the amounts reported in the basic financial statements for its various assets, deferred outflows, liabilities, deferred inflows, equity, revenues and expenditures/expenses.

3.A. CASH AND INVESTMENTS

The City of Nichols Hills held the following deposits and investments at June 30, 2021:

Type of Deposits and Investments	**Carrying Value**
Deposits:	
Demand deposits	$ 7,555,438
Time deposits	17,105,000
Total Deposits and Investments	$ 24,660,438
Reconciliation to Statement of Net Position:	
Cash and cash equivalents	$ 7,555,438
Investments	17,105,000
	$ 24,660,438

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 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's policy is to have demand deposits and certificate deposits collateralized at 110% coverage. At June 30, 2021, all deposits were collateralized.

Investment Credit Risk – Investment credit risk is the risk that an issuer or other counterparty 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. Investments of a City (excluding Public Trusts) are limited by State law to the following:

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 mutual funds regulated by the SEC and in which investments consist of the investments mentioned in the previous paragraphs a., b., c., d., and e.

Public trusts created under O.S. Title 60, are not subject to the above noted investment limitations and are primarily governed by any restrictions in their trust or bond indentures. For the year ended June 30, 2021, the City and its included component unit complied, in all material respects, with the above noted investment restrictions.

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.

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 has no formal investment interest rate risk policy. The City discloses its exposure to interest rate risk by disclosing the maturity dates of its various investments.

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 has no formal concentration of investment credit risk policy.

At June 30, 2021, the City had no concentration of credit risk as defined above.

3.B. RESTRICTED ASSETS

The amounts reported as restricted assets in the governmental and proprietary fund financial statements are comprised of cash and cash equivalents held by the City on related to building demolition, fire hydrant meter, and utility deposits held for refund.

The restricted assets as of June 30, 2021 were as follows:

Type of Restricted Assets	Proprietary Fund		Governmental
Utility Deposits	$28,360	Demolition Deposit	$7,240
		Fire Hydrant Meter Deposit	1,000
			$8,240

3.C. ACCOUNTS RECEIVABLE

Accounts receivable of the business-type activities consists of customer utilities. Receivables detail at June 30, 2021 is as follows:

	Business-Type		Governmental
Service receivables	$618,487	Court receivable	$1,208,449
Allowance for doubtful accounts	(26,863)	Allowance for doubtful accounts	(980,064)
Total accounts receivable	$591,624	Total accounts receivable	$228,385

3.D. CAPITAL ASSETS

Capital asset activity for the fiscal year ended June 30, 2021, was as follows:

	Balance at July 1, 2020	Additions	Disposals	Balance at June 30, 2021
Governmental activities:				
Capital assets not being depreciated:				
Land	$408,047	-	-	$408,047
Construction in progress	913,066	2,899,976	2,434,167	1,378,875
Total capital assets not being depreciated	1,321,113	2,899,976	2,434,167	1,786,922
Other capital assets:				
Buildings	3,912,401	-	-	3,912,401
Improvements	810,881	415,340	-	1,226,221
Machinery, furniture and equipment	5,050,104	511,432	56,900	5,504,636
Infrastructure	34,111,526	1,892,269	-	36,003,795
Total other capital assets at historical cost	43,884,912	2,819,041	56,900	46,647,053
Less accumulated depreciation for:				
Buildings	890,306	171,228	-	1,061,534
Improvements	406,627	45,246	-	451,873
Machinery, furniture and equipment	3,334,682	562,767	56,900	3,840,549
Infrastructure	12,310,684	1,509,591	-	13,820,275
Total accumulated depreciation	16,942,299	2,288,832	56,900	19,174,231
Other capital assets, net	26,942,613	530,209	-	27,472,822
Governmental activities capital assets, net	$28,263,726	$3,430,185	$2,434,167	$29,259,744

	Balance at July 1, 2020	Additions	Disposals	Balance at June 30, 2021
Business-type activities:				
Capital assets not being depreciated:				
Land	$207,742	-	-	$207,742
Construction in progress	1,465,574	766,938	1,119,625	1,112,887
Total capital assets not being depreciated	1,673,316	766,938	1,119,625	1,320,629
Other capital assets:				
Buildings	1,867,029	46,327	-	1,913,356
Improvements	18,434	-	-	18,434
Machinery, furniture and equipment	1,679,208	159,753	-	1,838,961
Utility improvements	38,982,535	1,144,319	-	40,126,854
Water rights	93,783	-	-	93,783
Total other capital assets at historical cost	42,640,989	1,350,399	-	43,991,388
Less accumulated depreciation for:				
Buildings	789,555	69,350	-	858,905
Improvements	12,662	2,665	-	15,327
Machinery, furniture and equipment	893,472	175,404	-	1,068,876
Utility improvements	23,758,231	1,563,022	-	25,321,253
Water rights	48,978	6,113	-	55,091
Total accumulated depreciation	$25,502,898	$1,816,554	-	$27,319,452
Other capital assets, net	17,138,091	(466,155)	-	16,671,936
Business-type activities capital assets, net	$18,811,407	$300,783	1,119,625	$17,992,565

Depreciation expense was charged to functions in the Statement of Activities as follows:

Governmental Activities:	
General Government	$342,573
Public Safety	173,104
Highways and Streets	1,184,189
Culture and Recreation	155,959
Public Works	433,007
Total depreciation expense for governmental activities	$ 2,288,832
Business-Type Activities:	
Water	$1,234,010
Wastewater	582,544
Total depreciation expense for business-type activities	$ 1,816,554

3.E. LONG-TERM DEBT

The reporting entity's long-term debt is segregated between the amounts to be repaid from governmental activities and amounts to be repaid from business-type activities.

Governmental Activities

At June 30, 2021, the governmental long-term debt of the financial reporting entity consisted of the following:

General Obligation Bonds:

$5,400,000 General Obligation Bonds, Series 2011, due in annual installments of $450,000 through August 1, 2023, with interest at 2.00% to 3.4% with final payment of $450,000 due August 1, 2021, with interest at 3.40%.	450,000
$4,200,000 General Obligation Bonds, Series 2016, due in annual installments of $350,000 through July 1, 2028, with interest at 3.0% to 3.25% with final payment of $350,000 due July 1, 2029, with interest at 3.25%.	2,800,000
$4,200,000 General Obligation Bonds, Series 2017, due in annual installments of $350,000 through July 1, 2029, with interest at 2.25% to 3.0% with final payment of $350,000 due July 1, 2030, with interest at 3.0%.	3,150,000
$3,000,000 General Obligation Bonds, Series 2018, due in annual installments of $250,000 through July 1, 2030, with interest 3.0% with final payment of $250,000 due July 1, 2031, with interest at 3.0%.	2,500,000
$3,000,000 General Obligation Bonds, Series 2019, due in annual installments of $250,000 through July 1, 2031, with interest 3.0% to 5.0% with final payment of $250,000 due July 1, 2032, with interest at 3.25%.	2,750,000
$7,800,000 General Obligation Bonds, Series 2020, due in annual installments of $650,000 through July 1, 2032, with interest 2.0% to 4.0% with final payment of $650,000 due July 1, 2033, with interest at 2.0%.	7,800,000
$7,800,000 General Obligation Bonds, Series 2021, due in annual installments of $650,000 through July 1, 2034, with interest 1.0% to 1.2% with final payment of $650,000 due July 1, 2034, with interest at 1.2%.	7,800,000
$8,305,000 General Obligation Refunding Bonds, Series 2021, due in annual installments of $295,000 to 1,975,000 through July 1, 2028, with interest at 4.0% with final payment of $295,000 due July 1, 2028, with interest at 4.0%.	8,305,000

Total General Obligation Bonds Payable	$35,555,000
Less Unamortized Bond Discount	(12,466)
Add Unamortized Bond Premium	1,624,261
Net General Obligation Bonds Payable	37,166,795
Current portion	$4,478,096
Non-current portion	32,688,699
General Obligation Bonds Payable	$37,166,795

Accrued Compensated Absences:

Current portion	$55,417
Non-current portion	498,757
Total Accrued Compensated Absences	$554,174

Business-Type Activities

At June 30, 2021, the long-term debt payable from enterprise fund resources consisted of the following:

Water Rights – direct borrowing:

Obligation payable to People's Church, original amount of $54,427, for use of groundwater, payable in an initial $30,000 payment and 24 annual installments of $1,500, final maturity in December 2036.

Current portion	$836
Non-current portion	16,170
Water Rights Payable	$17,006

Accrued Compensated Absences:

Current portion	$4,864
Non-current portion	43,780
Total Accrued Compensated Absences	$48,644

Changes in Long-Term Debt

The following is a summary of changes in long-term debt for the year ended June 30, 2021:

Type of Debt	Balance July 1, 2020	Additions	Deductions	Balance June 30, 2021	Amount Due Within One Year
Governmental Actitivites:					
General Obligation Bonds Payable	$ 31,980,000	$ 16,105,000	$ 12,530,000	$ 35,555,000	$ 4,275,000
Plus: Premium on Bonds	741,918	976,272	106,395	1,611,795	203,096
Accrued Compensated Absences	478,260	391,469	315,555	554,174	55,417
Total Governmental Activities	$ 33,200,178	$ 17,472,741	$ 12,951,950	$ 37,720,969	$ 4,533,513
Business-Type Activities:					
Water Rights - direct borrowing	$ 17,812	$ -	$ 806	$ 17,006	$ 836
Accrued Compensated Absences	37,379	38,964	27,699	48,644	4,864
Total Business-Type Activities	$ 55,191	$ 38,964	$ 28,505	$ 65,650	$ 5,700

Governmental accrued compensated absences are liquidated by the General Fund.

Refunding of Debt
In June 2021, the City issued $8,305,000 of G.O. Bonds to refund the outstanding debt obligation of the G.O. Bond Series 2009, 2010, 2011, 2012, 2013, 2014, 2015, and to pay certain expenses related to the issuance of the Bonds.

The refunding resulted in an accounting gain of $32,571. The present value economic gain was $417,076

Annual Debt Service Requirements

The annual debt service requirements to maturity, including principal and interest, for long-term debt as of June 30, 2021, are as follows:

	Governmental Activities		Business-Type Activities	
Year Ended June 30,	G.O. Bonds Payable Principal	G.O. Bonds Payable Interest	Water Rights - direct borrowing Principal	Water Rights - direct borrowing Interest
2022	4,275,000	985,613	836	664
2023	4,230,000	799,763	867	633
2024	4,055,000	668,813	899	601
2025	3,660,000	542,763	933	567
2026	3,475,000	427,438	967	533
2027-2031	12,360,000	1,001,425	5,405	2,095
2032-2036	3,500,000	91,325	6,488	1,012
2037	-	-	611	96
Totals	$35,555,000	$4,517,140	$17,006	$6,201

3.F. INTERFUND TRANSACTIONS AND BALANCES

Interfund receivables and payables at June 30, 2021 were as follows:

Payable To	Receivable From	Amount	Purpose
General Fund	Municipal Authority	$ 85,045	Sanitation revenues to be transferred to General Fund
		$ 85,045	

Reconciliation to Fund Financial Statements:

	Due To	Due From	Net Internal Balances
Governmental Funds	$ 85,045	$ -	$ 85,045
Proprietary Funds	-	(85,045)	(85,045)
	$ 85,045	$ (85,045)	$ -

Interfund transfers for the year ended June 30, 2021, were as follows:

Transfer From	Transfer To	Amount	Purpose
Municipal Authority Fund	General Fund	$ 2,307,100	Trust indenture requirement of net profits
		$ 2,307,100	

Reconciliation to Fund Financial Statements/Statement of Activities:

	Transfers In	Transfers Out	Contributed Capital Transfer	Net Transfers
Governmental Funds	$ 2,307,100	$ -	$ (1,019,664)	$ 1,287,436
Proprietary Funds	-	(2,307,100)	1,019,664	(1,287,436)
	$ 2,307,100	$ (2,307,100)	$ -	$ -

NOTE 4. OTHER NOTES

4.A. EMPLOYEE PENSION AND OTHER BENEFIT PLANS

The City participates in three employee pension systems as follows:

Name of Plan/System	Type of Plan
Oklahoma Police Pension and Retirement Fund	Cost Sharing Multiple Employer - Defined Benefit Plan
Oklahoma Firefighters Pension and Retirement Fund	Cost Sharing Multiple Employer - Defined Benefit Plan
Oklahoma Municipal Retirement Fund (OkMRF)	Agent Multiple Employer - Defined Benefit Plan

A summary of all the amounts recorded in the City's financial statements for the plans is as follows:

	Governmental Activities	Business-type Activities	Plan Totals
Net Pension Asset:			
OkMRF	$ 377,803	$ 93,338	$ 471,141
Total	$ 377,803	$ 93,338	$ 471,141
Net Pension Liability:			
Police	$ 392,619	$ -	$ 392,619
Firefighters	4,593,502	-	4,593,502
Total	$ 4,986,121	$ -	$ 4,986,121
Deferred Outflows of Resources:			
OkMRF	$ 459,662	$ 123,478	$ 583,140
Police	678,917	-	678,917
Firefighters	1,244,419	-	1,244,419
Total	$ 2,382,998	$ 123,478	$ 2,506,476
Deferred Inflows of Resources:			
OkMRF	$ 78,249	$ 17,536	$ 95,785
Police	126,791	-	126,791
Firefighters	179,111	-	179,111
Total	$ 384,151	$ 17,536	$ 401,687
Pension Expense:			
OkMRF	$ 177,574	$ 43,870	$ 221,444
Police	457,535	-	457,535
Firefighters	975,619	-	975,619
Total	$ 1,610,728	$ 43,870	$ 1,654,598

Governmental pension and OPEB liabilities are liquidated by the General Fund.

Oklahoma Police Pension and Retirement System

Plan description - The City of Nichols Hills, as the employer, participates in the Oklahoma Police Pension and Retirement Plan—a cost-sharing multiple-employer defined benefit pension plan administered by the Oklahoma Police Pension and Retirement System (OPPRS). Title 11 of the Oklahoma State Statutes, through the Oklahoma Legislature, grants the authority to establish and amend the benefit terms to the OPPRS. OPPRS issues a publicly available financial report that can be obtained at www.ok.gov/OPPRS

Benefits provided - OPPRS provides retirement, disability, and death benefits to members of the plan. The normal retirement date under the Plan is the date upon which the participant completes 20 years of credited service, regardless of age. Participants become vested upon completing 10 years of credited service as a contributing participant of the Plan. No vesting occurs prior to completing 10 years of credited service. Participants' contributions are refundable, without interest, upon termination prior to normal retirement. Participants who have completed 10 years of credited service may elect a vested benefit in lieu of having their accumulated contributions refunded. If the vested benefit is elected, the participant is entitled to a monthly retirement benefit commencing on the date the participant reaches 50 years of age or the date the participant would have had 20 years of credited service had employment continued uninterrupted, whichever is later. Monthly retirement benefits are calculated at 2.5% of the final average salary (defined as the average paid base salary of the officer over the highest 30 consecutive months of the last 60 months of credited service) multiplied by the years of credited service, with a maximum of 30 years of credited service considered.

Monthly benefits for participants due to permanent disability incurred in the line of duty are 2.5% of the participants' final average salary multiplied by 20 years. This disability benefit is reduced by stated percentages for partial disability based on the percentage of impairment. After 10 years of credited service, participants who retire due to disability incurred from any cause are eligible for a monthly benefit based on 2.5% of their final average salary multiplied by the years of service. This disability benefit is also reduced by stated percentages for partial disability based on the percentage of impairment. Effective July 1, 1998, once a disability benefit is granted to a participant, that participant is no longer allowed to apply for an increase in the dollar amount of the benefit at a subsequent date.

Survivor's benefits are payable in full to the participant's beneficiary upon the death of a retired participant. The beneficiary of any active participant killed in the line of duty is entitled to a pension benefit.

Contributions **-** The contributions requirements of the Plan are at an established rate determine by Oklahoma Statute and are not based on actuarial calculations. Employees are required to contribute 8% percent of their annual pay. Participating cities are required to contribute 13% of the employees' annual pay. Contributions to the pension plan from the City were $155,739. The State of Oklahoma also made on-behalf contributions to OPPRS in the amount of $96,982 during the calendar year and this is reported as both expense and revenue in the General Fund Statement of Revenues, Expenditures, and Changes in Fund Balance. In the government-wide Statement of Activities, revenue is recognized for the state's on-behalf contributions on an accrual basis of $137,756. These on-behalf payments did not meet the criteria of a special funding situation.

Pension Net Liability, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions - At June 30, 2021, the City reported liability of $392,619 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2020, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2020. The City's proportion of the net pension liability was based on the City's contributions received by the pension plan relative to the total contributions received by pension plan for all participating employers as of June 30, 2020. Based upon this information, the City's proportion was 0.341868%.

For the year ended June 30, 2021, the City recognized pension expense of $457,535. At June 30, 2021, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	$ 10,157	$ 106,625
Changes of assumptions	40,333	-
Net Difference between projected and actual earnings on OPEB plan investments	463,229	-
Changes in Proportion	8,326	9,900
Contributions during measurement date	1,133	10,266
City benefit payments subsequent to the measurement date	155,739	-
Total	$ 678,917	$ 126,791

In the year ending June 30, 2021, $155,739 reported as deferred outflows of resources related to pensions resulting from City contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the subsequent year. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:	
2022	$ 54,453
2023	114,252
2024	149,422
2025	86,295
2026	(8,035)
	$ 396,387

Actuarial Assumptions-*The* total pension liability was determined by an actuarial valuation as of July 1, 2020, using the following actuarial assumptions, applied to all prior periods included in the measurement:

Inflation:	2.75%
Salary increases:	3.5% to 12% average, including inflation
Investment rate of return:	7 5% net of pension plan investment expense
Cost-of-living adjustments:	Police officers eligible to receive increased benefits according to repealed Section 50-120 of Title 11 of the Oklahoma Statutes pursuant to a court order receive an adjustment of 1/3 to 1/2 of the increase or decrease of any adjustment to the base salary of a regular police officer, based on an increase in base salary of 3.5% (wage inflation).
Mortality rates:	Active employees (pre-retirement) RP-2000 Blue Collar

Healthy Combined table with age set back 4 years with fully generational improvement using Scale AA.

Active employees (post-retirement): RP-2000 Blue Collar Healthy Combined table with fully generational improvement using scale AA.

Disabled pensioners: Blue Collar Healthy Combined table with age set forward 4 years.

The actuarial assumptions used in the July 1, 2020, valuation were based on the results of an actuarial experience study for the period July 1, 2012, to June 30, 2017.

The long-term expected rate of return on pension plan investments was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of June 30, 2020, are summarized in the following table:

Asset Class	Long-Term Expected Real Rate of Return
Fixed income	5.11%
Domestic equity	6.80%
International equity	11.45%
Real estate	8.60%
Private Equity	11.58%
Commodities	0.00%

The current allocation policy is that approximately 60% of assets in equity instruments, including public equity, long-short hedge, venture capital, and private equity strategies; approximately 25% of assets in fixed income to include investment grade bonds, high yield and non-dollar denominated bonds, convertible bonds, and low volatility hedge fund strategies; and 15% of assets in real assets to include real estate, commodities, and other strategies.

Discount Rate-The discount rate used to measure the total pension liability was 7.5%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate and that contributions from employers will be made at contractually required rates, determined by State statutes. Projected cash flows also assume the State of Oklahoma will continue contributing 14% of the insurance premium, as established by statute. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Net Pension Liability (Asset) to Changes in the Discount Rate-The following presents the net pension liability (asset) of the employers calculated using the discount rate of 7.5%, as well as what the Plan's net pension liability (asset) would be if it were calculated using a discount rate that is 1-percentage point lower (6.5%) or 1-percentage-point higher (8.5%) than the current rate:

	1% Decrease (6.5%)	Current Discount Rate (7.5%)	1% Increase (8.5%)
Employers' net pension liability (asset)	$ 1,386,963	$ 392,619	$ (448,387)

Pension plan fiduciary net position - Detailed information about the pension plan’s fiduciary net position is available in the separately issued financial report of the OPPRS; which can be located at www.ok.gov/OPPRS .

Oklahoma Firefighter's Pension and Retirement System

Plan description - The City of Nichols Hills, as the employer, participates in the Firefighters Pension & retirement—a cost-sharing multiple-employer defined benefit pension plan administered by the Oklahoma Firefighters Pension & Retirement System (FPRS). Title 11 of the Oklahoma State Statutes grants the authority to establish and amend the benefit terms to the FPRS. FPRS issues a publicly available financial report that can be obtained at www.ok.gov/fprs

Benefits provided - FPRS provides defined retirement benefits based on members' final average compensation, age, and term of service. In addition, the retirement program provides for benefits upon disability and to survivors upon death of eligible members. The Plan's benefits are established and amended by Oklahoma statute. Retirement provisions are as follows:

Normal Retirement:

- Hired Prior to November 1, 2013
  Normal retirement is attained upon completing 20 years of service. The normal retirement benefit is equal to 50% of the member's final average compensation. Final average compensation is defined as the monthly average of the highest 30 consecutive months of the last 60 months of participating service. For volunteer firefighters, the monthly pension benefit for normal retirement is $150.60 per month.

- Hired After November 1, 2013
  Normal retirement is attained upon completing 22 years of service. The normal retirement benefit is equal to 55% of the member's final average compensation. Final average compensation is defined as the monthly average of the highest 30 consecutive months of the last 60 months of participating service. Also participants must be age 50 to begin receiving benefits. For volunteer firefighters, the monthly pension benefit for normal retirement is $165.66 per month.

All firefighters are eligible for immediate disability benefits. For paid firefighters, the disability in-the-line-of-duty benefit for firefighters with less than 20 years of service is equal to 50% of final average monthly compensation, based on the most recent 30 months of service. For firefighters with over 20 years of service, a disability in the line of duty is calculated based on 2.5% of final average monthly compensation, based on the most recent 30 months, per year of service, with a maximum of 30 years of service. For disabilities not in the line of duty, the benefit is limited to only those with less than 20 years of service and is 50% of final average monthly compensation, based on the most recent 60-month salary as opposed to 30 months. For volunteer firefighters, the not-in-the-line-of-duty disability is also limited to only those with less than 20 years of service and is $7.53 per year of service. For volunteer firefighters, the in-the-line-of-duty pension is $150.60 with less than 20 years of service or $7.53 per year of service, with a maximum of 30 years.

A $5,000 lump sum death benefit is payable to the qualified spouse or designated recipient upon the participant's death. The $5,000 death benefit does not apply to members electing the vested benefit-.

Contributions - The contributions requirements of the Plan are at an established rate determined by Oklahoma Statute and are not based on actuarial calculations. Employees are required to contribute 9% percent of their annual pay. Participating cities are required to contribute 14% of the employees' annual pay. Contributions to the pension plan from the City were $171,552. The State of Oklahoma also made on-behalf contributions to FPRS in the amount of $290,468 during the calendar year and this is reported as both expense and revenue in the General Fund Statement of Revenues, Expenditures, and Changes in Fund Balance. In the government-wide Statement of Activities, revenue is recognized for the state's on-behalf contributions on an accrual basis of $386,267. These on-behalf payments did not meet the criteria of a special funding situation.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions - At June 30, 2021, the City reported a liability of $4,593,502 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2020, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of July 1, 2020. The City's proportion of the net pension liability was based on the City's contributions received by the pension plan relative to the total contributions received by pension plan for all participating employers as of June 30, 2020. Based upon this information, the City's proportion was 0.372875%.

For the year ended June 30, 2021, the City recognized pension expense of $975,619. At June 30, 2021, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	$ 585,444	$ 61,634
Changes of assumptions	-	77,842
Net Difference between projected and actual earnings on OPEB plan investments	67,519	-
Changes in Proportion	386,309	39,068
Contributions during measurement date	33,595	567
City benefit payments subsequent to the measurement date	171,552	-
Total	$ 1,244,419	$ 179,111

In the year ending June 30, 2021, $171,552 reported as deferred outflows of resources related to pensions resulting from City contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the subsequent year. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:	
2022	$ 201,356
2023	319,034
2024	248,118
2025	125,248
2026	-
	$ 893,756

Actuarial Assumptions- The total pension liability was determined by an actuarial valuation as of July 1, 2020, using the following actuarial assumptions, applied to all prior periods included in the measurement:

Inflation:	2.75%
Salary increases:	2.75% to 10.5% average, including inflation
Investment rate of return:	7 .5% net of pension plan investment expense

Mortality rates were based on the Pub-2010 Public Safety Table, with adjustments for generational mortality improvement using scale MP-2018 for healthy lives and no mortality improvement for disabled lives.

The actuarial assumptions used in the July 1, 2020, valuation were based on the results of an actuarial experience study for the period July 1, 2013, to June 30, 2018.

The long-term expected rate of return on pension plan investments was determined using a building block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of June 30, 2020, are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Fixed income	20%	4.38%
Domestic equity	47%	7.41%
International equity	15%	9.82%
Real estate	10%	7.70%
Other assets	8%	5.67%

Discount Rate- The discount rate used to measure the total pension liability was 7.5%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current contribution rate and that contributions from employers will be made at contractually required rates, determined by State statutes. Projected cash flows also assume the State of Oklahoma will continue contributing 36% of the insurance premium, as established by statute. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the Net Pension Liability to Changes in the Discount Rate-The following presents the net pension liability of the employers calculated using the discount rate of 7.5%, as well as what the Plan's net pension liability would be if it were calculated using a discount rate that is 1-percentage point lower (6.5%) or 1-percentage-point higher (8.5%) than the current rate:

	1% Decrease (6.5%)	Current Discount Rate (7.5%)	1% Increase (8.5%)
Employers' net pension liability	$ 5,965,496	$ 4,593,502	$ 3,445,593

Pension plan fiduciary net position - Detailed information about the pension plan's fiduciary net position is available in the separately issued financial report of the FPRS which can be located at www.ok.gov/FPRS .

Oklahoma Municipal Retirement Fund

A. *Plan Description*

The City contributes to the OkMRF for all eligible employees except for those covered by the Police and Firefighter Pension Systems. The plan is an agent multiple employer - defined benefit plan administered by OkMRF. The OkMRF plan issues a separate financial report and can be obtained from OkMRF or from their website: www.okmrf.org/reports.html. Benefits are established or amended by the City Council in accordance with O.S. Title 11, Section 48-101-102.

B. Summary of Significant Accounting Policies

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the City's plan and additions to/deductions from the City's fiduciary net position have been determined on the same basis as they are reported by OkMRF. For this purpose, benefit payments are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value based on published market prices. Detailed information about the OkMRF plans' fiduciary net position is available in the separately issued OkMRF financial report.

Eligibility Factors and Benefit Provisions

Provision	As of 07/01/20 OkMRF Plan
a. Eligible to participate	Full-time employees except police, firefighters and other employees who are covered under an approved system.
b. Period Required to Vest	7 years of credited service
c. Eligibility for Distribution	-Normal retirement at age 65 with 7 years of service -Early retirement at age 55 with 80 points and 7 years of service -Disability retirement upon disability with 7 years of service -Death benefit with 7 years of service for married employees
d. Benefit Determination Base	Final average salary - the average of the five highest consecutive annual salaries out of the last 10 calendar years of service
e. Benefit Determination Methods:	
Normal Retirement	-2.25% of final average salary multiplied by credited years of service
Early Retirement	-Actuarially reduced benefit based upon age, final average salary, and years of service at termination
Disability Retirement	-Same as normal retirement
Death Benefit	-50% of employees accrued benefit, but terminates upon spouse re-marriage
Prior to 7 Years Service	-No benefits
f. Benefit Authorization	-Benefits are established and amended by City Council adoption of an ordinance in accordance with O.S. Title, 11, Section 48-101-102
g. Form of Benefit Payments	Normal form is a 60 months certain and life thereafter basis. Employee may elect, with City consent, option form based on actuarial equivalent.

C. *Employees Covered by Benefit Terms*

Active Employees	43
Deferred Vested Former Employees	6
Retirees or Retiree Beneficiaries	17
Total	66

D. *Contribution Requirements*

The City Council has the authority to set and amend contribution rates by ordinance for the OkMRF defined benefit plan in accordance with O.S. Title 11, Section 48-102. The contribution rates for the current fiscal year have been made in accordance with an actuarially determined rate. The actuarially determined rate is 6.67% of covered payroll as of July 1, 2020; however, management elected to contribute 8.0% of covered payroll as of July 1, 2020. The City recognized $202,987 of employer contributions to the plan which exceeds the actuarially determined amount based on covered payroll of $2,537,335. Employees' contribution is 11% of covered payroll as of July 1, 2020.

E. *Actuarial Assumptions*

Date of Last Actuarial Valuation	July 1, 2020
a. Actuarial cost method	Entry age normal
b. Rate of Return on Investments and Discount Rate	7.50%
c. Projected Salary Increase	Varies between 7.5% and 4.5% based on age
d. Post Retirement cost-of-Living Increase	Benefits (attributable to service prior to 1/1/2010) in payment status are adjusted each July 1st based on the percentage change in the CPI. The maximum increase or decrease in any year is 2.75%.
e. Inflation Rate	2.75%
f. Mortality Table	PubG-2010, with projected mortality improvement
g. Percent of married employees	100%
h. Spouse age difference	3 years (female spouses younger)
i. Turnover	Select and ultimate rates Ultimate rates are age-related as shown Additional rates per thousand are Added during the first 5 years: Year 1: 225 Year 2: 140 Year 3: 100 Year 4: 70 Year 5: 40
j. Date of last experience study	September 2012 for fiscal years 2007 thru 2011

F. *Discount Rate* – The discount rate used to value benefits was the long-term expected rate of return on plan investments, 7.50% since the plan's net fiduciary position is projected to be sufficient to make projected benefit payments.

The City has adopted a funding method that is designed to fund all benefits payable to participants over the course of their working careers. Any differences between actual and expected experience are funded over a fixed period to ensure all funds necessary to pay benefits have been contributed to the trust before those benefits are payable. Thus, the sufficiency of pension plan assets was made without a separate projection of cash flows.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation (3.0%).

Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of July 1, 2020 are summarized in the following table:

	Target Allocation	Real Return	Weighted Return
Large cap stocks S&P 500	25%	5.80%	1.45%
Small/mid cap stocks Russell 2500	10%	6.40%	0.64%
Long/short equity MSCI ACWI	10%	5.00%	0.50%
International stocks MSCI EAFE	20%	6.20%	1.24%
Fixed income bonds Barclay's Capital Aggregate	30%	2.30%	0.69%
Real estate NCREIF	5%	4.60%	0.23%
Cash equivalents 3 month Treasury	0%	0.00%	0.00%
TOTAL	100%		
Average Real Return			4.75%
Inflation			2.75%
Long-term expected return			7.50%

G. *Changes in Net Pension Liability (Asset)* – The total pension liability was determined based on an actuarial valuation performed as of July 1, 2020 which is also the measurement date. There were no changes in assumptions or changes in benefit terms that affected measurement of the total pension liability. There were also no changes between the measurement date of July 1, 2020 and the City's report ending date of June 30, 2021, that would have had a significant impact on the net pension liability (asset). The following table reports the components of changes in net pension liability (asset):

SCHEDULE OF CHANGES IN NET PENSION LIABILITY (ASSET)

	Increase (Decrease)		
	Total Pension Liability (a)	Plan Net Position (b)	Net Pension Liability (Asset) (a) - (b)
Balances Beginning of Year	$ 10,211,849	$ 10,842,963	$ (631,114)
Changes for the Year:			
Service cost	381,474	-	381,474
Interest expense	737,321	-	737,321
Difference between expected and actual experience	(67,107)		(67,107)
Changes of assumptions	-		-
Contributions--City	-	195,261	(195,261)
Contributions--members	-	268,485	(268,485)
Net investment income	-	450,186	(450,186)
Benefits paid	(775,832)	(775,832)	-
Benefit changes due to plan amendments	-	-	-
Plan administrative expenses	-	(22,217)	22,217
Net Changes	275,856	115,883	159,973
Balances End of Year	$ 10,487,705	$ 10,958,846	$ (471,141)

Sensitivity of the net pension liability (asset) to changes in the discount rate. The following presents the net pension liability (asset) of the City, calculated using the discount rate of 7.50 percent, as well as what the City's net pension liability (asset) would be if it were calculated using a discount rate that is 1-percentage-point lower (6.50 percent) or 1-percentage-point higher (8.50 percent) than the current rate:

	1% Decrease (6.50%)	Current Discount Rate (7.50%)	1% Increase (8.50%)
Net Pension Liability (Asset)	$ 524,530	$ (471,141)	$ (1,310,417)

The City reported $221,444 in pension expense for the year ended June 30, 2021. At June 30, 2021, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	$ 46,735	$ 85,030
Changes of assumptions	79,921	-
Net difference between projected and actual earnings on pension plan investments	242,722	-
Changes in proportion and differences between City contributions and proportionate share of contributions	8,803	- 10,065
City contributions during measurement date	1,972	690
City contributions subsequent to the measurement date	202,987	-
Total	$ 583,140	$ 95,785

Amortization of Pension Deferrals: In the year ending June 30, 2021, $202,987 reported as deferred outflows of resources related to pensions resulting from City contributions subsequent to the measurement date will be recognized as a reduction of or an addition to the net pension liability (asset) in the subsequent year. Any other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:	
2022	$ 28,276
2023	98,574
2024	91,172
2025	66,347
	$ 284,369

H. <u>Related Party Investments</u>

As of June 30, 2021, the Systems held no related-party investments of the City or of its related entities.

City of Nichols Hills Other Postemployement Benefits Plan

Plan description – The City's defined benefit OPEB plan provides OPEB to eligible retirees and their dependents. The City Council has the authority to establish and amend benefit provisions. No assets are accumulated in a trust that meets the criteria in paragraph 4 of Statement 75.

Benefits provided – The City provides medical and prescription drug benefits to eligible retirees and their dependents. The benefits are provided in accordance with State law, police and firefighter's union contracts and the Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA). The retirees and dependents pay 110% of the active employee coverage rates; this results in the retirees and beneficiaries receiving an implicit rate subsidy. Retirees and dependents coverage ceases at age 65 and are no longer eligible for the City's OPEB plan.

Employees covered by benefit terms **-** At June 30, 2021 the following employees were covered by the benefit terms:

Active Employees	73
Inactives or beneficiaries currently receiving benefit payments	5
Total	78

Total OPEB Liability – The City's total OPEB liability of $925,946 was measured as of June 30, 2020, and was determined by an actuarial valuation as of that date.

Actuarial Assumptions- The total OPEB liability was determined based on an actuarial valuation prepared as of June 30, 2020, using the following actuarial assumptions:

- Actuarial Cost Method - Entry Age Normal
- Discount Rate – 2.21%, based on June 30, 2020 published Bond Pay Go-20 bond index
- Termination – Civilian employees are based on actual experience of the Oklahoma Municipal Retirement Fund. Rates for police and firefighters are based on rates for these groups in Oklahoma.
- Retirement Age:

Age	*Civilian Retirement* Rate
55	7%
56	7%
57	7%
58	7%
59	7%
60	7%
61	7%
62	30%
63	17.5%
64	17.5%
65 - 69	30%
70	100%

Years of Service	**Retirement Rate Police**	**Fire**
20	20%	11%
21	6%	6%
22	6%	6%
23	6%	6%
24	10%	11%
25	20%	17%
26	10%	17%
27	10%	17%
28	10%	17%
29	15%	17%
30	100%	24%
31	100%	24%
32	100%	24%
33	100%	24%
34	100%	29%
35	100%	100%

- Participation – 25% of currently covered civilian employees are assumed to elect retiree medical coverage and 50% for police and firefighters. Dependents are assumed acceptance rate is 67%
- Healthcare cost trend rates - Plan year dependent rates graded from 4.87% to 5.99%
- Mortality Rates - Pub2010 Gen or Public Safety Mortality Table with cohort mortality projection

Changes in Total OPEB Liability –The following table reports the components of changes in total OPEB liability:

	Total OPEB Liability (a)
Balances Beginning of Year	$ 718,031
Changes for the Year:	
Service cost	43,278
Interest expense	26,646
Changes of assumptions	127,285
Difference between expected and actual experience	31,728
Benefits paid	(21,022)
Net Changes	207,915
Balances End of Year	$ 925,946

Changes of assumptions reflects a change in discount rate from 3.50 percent to 2.21 percent and a change from the RP-2000 to the Pub-2010 mortality tables.

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate-The following presents the total OPEB liability of the employer calculated using the discount rate of 2.21%, as well as what the Plan's total OPEB liability would be if it were calculated using a discount rate that is 1-percentage point lower (1.21%) or 1-percentage-point higher (3.21) than the current rate:

	1% Decrease (1.21%)	Current Discount Rate (2.21%)	1% Increase (3.21%)
Employers' total opeb liability	$ 1,047,979	$ 925,946	$ 819,589

Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rate-The following presents the total OPEB liability of the employer calculated using the healthcare cost trend rate of 5.99% grading to 4.87%, as well as what the Plan's total OPEB liability would be if it were calculated using a healthcare cost trend rate that is 1-percentage point lower (4.99% grading to 3.87%) or 1-percentage-point higher (6.99% grading to 5.87%) than the current rate:

	1% Decrease (4.99% grading to 3.87%)	Healthcare Cost Trend Rates (5.99% grading to 4.87%)	1% Increase (6.99% grading to 5.87%)
Employers' net opeb liability	$ 800,750	$ 925,946	$ 1,078,102

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended June 30, 2021, the City recognized OPEB expense of $62,867. At June 30, 2021, the City reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	$ 27,978	$ 71,379
Changes of assumptions	112,239	64,603
Changes in proportion and differences between City contributions and proportionate share of contributions	4,008	4,008
City contributions during measurement date	94	2,071
Benefit payments subsequent to the measurement date	21,158	-
Total	$ 165,477	$ 142,061

The $21,158 reported as deferred outflows of resources related to OPEB resulting from benefit payments subsequent to the measurement date will be recognized as a reduction of the total OPEB liability in the year ended June 30, 2022. Other amounts reported as deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Year ended June 30:	
2022	$ (7,057)
2023	(7,057)
2024	(7,057)
2025	(7,057)
2026	(1,738)
Thereafter	32,224
Total	$ 2,258

4.B. RISK MANAGEMENT

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

Type of Loss	Method Managed	Risk of Loss Retained
a. Torts, errors and omissions, asset loss and natural disasters	Purchased commercial insurance	None
b. Worker's Compensation - Employee injuries	Participates in Oklahoma Municipal Assurance Group (OMAG) risk entity pool. Participant fee includes an actuarially determined amount held by OMAG as the loss reserve fund, to pay claims incurred. Claims are administered by CompSource.	(1) Specific aggregate stop loss coverage is provided by the State Insurance Fund and covers all claims above the loss reserve fund.
c. Health and Life: - Medical	Self-insured with City paying a portion of premiums. Administered by Assured	Claims after $75,000 per individual covered by stop loss insurance.

	Benefits Administrators on the Cigna Network	
- Life	Purchased commercial insurance	None

Management believes such coverage is sufficient to preclude any significant uninsured losses to the City. Settled claims have not exceeded this insurance coverage in any of the past three fiscal years.

(1) Oklahoma Municipal Assurance Group (OMAG)
Worker's Compensation Plan

The title to all assets acquired by the Plan are vested in the Plan. In the event of termination of the Plan, such property shall belong to the then members of the Plan in equal shares. Each participating city pays for all costs, premiums, or other fees attributable to its respective participation in the Plan, policy or service established under the agreement establishing the Oklahoma Municipal Assurance Group, and is responsible for its obligations under any contract entered into with the Plan.

Reserves for policy and contract claims provide for reported claims on a case basis and a provision for incurred but not reported claims limited to specific retention levels for each member as outlined in the Plan's reinsurance agreement.

The Plan's worker's compensation coverage is reinsured for losses in excess of respective retention levels. The reinsurance agreement covers losses incurred within the effective period of the agreement. Each Plan member's liability for claims losses is limited to their individual retention levels as outlined in the Plan's reinsurance agreement.

4.C. COMMITMENTS AND CONTINGENCIES

Commitments:

Construction Contracts

The City is involved in the following construction contracts at June 30, 2021:

	Payable Fund	Original Contract	Outstanding Balance at June 30, 2021
Paving Improvements PC-2002	GO Bond Fund	$1,598,277	$1,078,042
Waterline Improvements	GO Bond Fund	$427,092	$427,092
Water Well #17	GO Bond Fund	$848,679	$59,423

Contingencies:

Litigation

The City is a party to various legal proceedings which normally occur in the course of governmental operations. State statutes provide for the levy of an ad valorem tax over a three-year period by the City's "Sinking Fund" for the payment of any court-assessed judgment rendered against the City. This provision is not applicable to the Nichols Hills Municipal Authority.

CITY OF NICHOLS HILLS, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE (BUDGETARY BASIS) -
GENERAL FUND
Required Supplementary Information
For the year ended June 30, 2021

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	**Final**	**Amounts**	**Positive (Negative)**
Beginning Budgetary Fund Balance:	$2,587,838	$2,587,838		($2,587,838)
Resources (Inflows):				
Taxes:				
Sales and use tax	3,619,571	4,779,571	5,000,670	221,099
Cigarette tax	36,984	36,984	38,681	1,697
Franchise tax	324,835	324,835	315,408	(9,427)
Total Taxes	3,981,390	5,141,390	5,354,759	213,369
Intergovernmental:				
Alcoholic beverage tax	9,502	9,502	10,825	1,323
Grant revenue	-	-	308,592	308,592
Total Intergovernmental	9,502	9,502	319,417	309,915
Charges for services:				
Garbage charges	997,068	997,070	1,062,529	65,459
Ambulance charges	59,166	59,166	61,780	2,614
Total Charges for Services	1,056,234	1,056,236	1,124,309	68,073
Fines and Forfeitures	87,083	87,083	96,652	9,569
Licenses and Permits:				
Building permits	77,797	77,797	159,971	82,174
Plumbing permits	23,314	23,314	34,632	11,318
Plumbing licenses	23,750	23,750	23,450	(300)
Animal licenses	462	462	630	168
Electrical licenses	12,192	12,192	11,900	(292)
Electrical permits	15,790	15,790	29,475	13,685
General contractor registration	14,630	14,630	17,475	2,845
Miscellaneous	31,110	31,110	24,362	(6,748)
Total Licenses and Permits	199,045	199,045	301,895	102,850
Investment Income	34,410	34,410	6,562	(27,848)
Miscellaneous:				
Lease revenue	298,355	298,355	241,019	(57,336)
Other	39,798	39,798	93,467	53,669
Total Miscellaneous	338,153	338,153	334,486	(3,667)
Other Financing Sources:				
Transfers from other funds	2,307,100	2,307,100	2,307,100	-
Total Other Financing Sources	2,307,100	2,307,100	2,307,100	-
Total Resources (Inflows)	8,012,917	9,172,919	9,845,180	672,261
Amounts available for appropriation	10,600,755	11,760,757	9,845,180	(1,915,577)

(Continued)

CITY OF NICHOLS HILLS, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE (BUDGETARY BASIS) -
GENERAL FUND
Required Supplementary Information
For the year ended June 30, 2021
(Continued)

	Budgeted Amounts		Actual	Variance with Final Budget
	Original	**Final**	**Amounts**	**Positive (Negative)**
Charges to Appropriations (Outflows):				
GENERAL GOVERNMENT:				
Council	790	790	782	8
Manager/Clerk	589,864	595,160	581,575	13,585
Treasurer	1,320	1,320	1,304	16
Attorney	215,000	215,000	193,700	21,300
Engineer	80,000	145,000	138,088	6,912
Building and Code Division	266,849	273,688	270,660	3,028
Safety/Risk	153,962	164,752	161,405	3,347
General Government	500,684	475,560	359,389	116,171
Information Systems	333,526	345,394	336,782	8,612
TOTAL GENERAL GOVERNMENT	2,141,995	2,216,664	2,043,685	172,979
PUBLIC SAFETY:				
Court	106,290	111,405	108,996	2,409
Police	2,462,084	2,538,520	2,472,056	66,464
Fire	1,738,396	1,861,855	1,860,624	1,231
TOTAL PUBLIC SAFETY	4,306,770	4,511,780	4,441,676	70,104
HIGHWAYS AND STREETS	302,860	1,201,396	1,165,842	35,554
PUBLIC WORKS:				
Sanitation	791,085	947,954	940,964	6,990
Public Works	211,649	214,391	211,503	2,888
TOTAL PUBLIC WORKS	1,002,734	1,162,345	1,152,467	9,878
PARKS AND RECREATION	258,558	282,990	275,044	7,946
Total Charges to Appropriations	8,012,917	9,375,175	9,078,714	296,461
Ending Budgetary Fund Balance	$ 2,587,838	$ 2,385,582	$766,466	($1,619,116)

See the accompanying footnotes to the budgetary comparison schedules

CITY OF NICHOLS HILLS, OKLAHOMA
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE
FOR THE FISCAL YEAR ENDED JUNE 30, 2021

Budget Law

The City has adopted the provisions of the Municipal Budget Act of 1979 (the "Budget Act"). In accordance with the Budget Act, the following process is used to adopt the annual budget:

a. Prior to June 1, the City Manager submits to the City Council a proposed operating budget for the fiscal year commencing the following July 1.

b. Public hearings are conducted to obtain citizen comments. At least one public hearing must be held no later than 15 days prior to July 1.

c. Subsequent to the public hearings but no later than seven days prior to July 1, the budget is adopted by resolution of the City Council.

d. By July 1, the adopted budget is filed with the Office of State Auditor and Inspector.

Per State law, the legal level of control at which expenditures may not legally exceed appropriations is the department level within a fund.

All transfers of appropriation between departments and supplemental appropriations require City Council approval. The City Manager may transfer appropriations between object categories within a department without City Council approval. Supplemental appropriations must also be filed with the Office of State Auditor and Inspector.

The funds that have legally adopted budgets are the General fund, Street & alley, E-911, Debt Service and Capital Improvement funds. The GO Bond fund is not budgeted annually; it is budgeted by project.

Budgetary Accounting

The annual operating budgets are prepared and presented on a non-GAAP budgetary basis of accounting. This basis records revenues when available and measurable and expenditures in the month preceding payment approval by the governing body. The exceptions to this basis are the transactions related to the City's participation in a worker's compensation insurance pool, which are recorded at net for budgetary purposes, state pension on-behalf payments, and payable accruals.

Explanation of Differences between Budgetary Inflows and Outflows and GAAP Revenues and Expenditures

	General Fund
Sources/Inflows of resources	
Actual amounts (budgetary basis) "total resources" from the budgetary comparison schedule	$9,845,180
Differences – budget to GAAP:	
Transfers from other funds are inflows of budgetary resources but are not revenues for financial reporting purposes.	(2,307,100)
State payments made on-behalf of police and fire pension not considered a budgetary resource	387,450
Revenues not considered a budgetary resource	141,996
Other General fund accounts	117,763
Total revenues as reported on the statement of revenues, expenditures, and changes in fund balance – general fund	$8,185,289

CITY OF NICHOLS HILLS, OKLAHOMA
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE
FOR THE FISCAL YEAR ENDED JUNE 30, 2021
(Continued)

Uses/Outflows of resources	
Actual amounts (budgetary basis) "total charges to appropriations" from the budgetary comparison schedule	$9,078,714
Differences – budget to GAAP:	
State payments made on-behalf of police and fire pensions	387,450
Expenses not reported as outflows for budgetary purposes	2,567
Other General fund accounts	29,480
Total expenditures as reported on the statement of revenues, expenditures, and changes in fund balance – general fund	9,498,211

Required Supplementary Information
Oklahoma Police Pension & Retirement System

Schedule of the City of Nichols Hills' Proportionate Share of Net Pension Liability (Asset)
Last 10 Fiscal Years

	2015	2016	2017	2018	2019	2020	2021
City's proportion of the net pension liability (asset)	0.2742%	0.2561%	0.2882%	0.3863%	0.3157%	0.3315%	0.3419%
City's proportionate share of the net pension liability (asset)	$ (92,320)	$ 10,442	$ 441,337	$ 29,715	$ (150,364)	$ (21,166)	$ 392,619
City's covered payroll	$ 766,046	$ 723,585	$ 849,569	$ 909,354	$ 965,154	$ 1,083,262	$ 1,167,062
City's proportionate share of the net pension liability (asset) as a percentage of its covered payroll	-12.05%	1.44%	51.95%	3.27%	-15.58%	-1.95%	33.64%
Plan fiduciary net position as a percentage of the total pension liability (asset)	101.53%	99.82%	93.50%	99.68%	101.89%	100.24%	95.80%

Notes to Schedule:

Only seven years are presented because 10-year data is not yet available.

Required Supplementary Information
Oklahoma Police Pension & Retirement System

Schedule of the City of Nichols Hills Contributions
Last 10 Fiscal Years

	2015	2016	2017	2018	2019	2020	2021
Statutorily required contribution	$ 94,066	$ 110,444	$ 118,216	$ 125,470	$ 140,824	$ 151,718	$ 155,739
Contributions in relation to the statutorially required contribution	94,066	110,444	118,216	125,470	140,824	$ 151,718	$ 155,739
Contribution deficiency (excess)	$ -	$ -	$ -	$ -	$ -	$ -	$ -
City's covered payroll	$ 723,585	$ 849,569	$ 909,354	$ 965,154	$ 1,083,262	$ 1,167,062	$ 1,197,992
Contributions as a percentage of covered payroll	13.00%	13.00%	13.00%	13.00%	13.00%	13.00%	13.00%

Notes to Schedule:

Only seven years are presented because 10-year data is not yet available.

Required Supplementary Information
Oklahoma Firefighters Pension & Retirement System

Schedule of the City of Nichols Hills' Proportionate Share of Net Pension Liability
Last 10 Fiscal Years

	2015	2016	2017	2018	2019	2020	2021
City's proportion of the net pension liability	0.335567%	0.323544%	0.309250%	0.313273%	0.334900%	0.357550%	0.372875%
City's proportionate share of the net pension liability	$ 3,450,800	$ 3,434,125	$ 3,778,138	$ 3,940,104	$ 3,769,779	$ 3,778,107	$ 4,593,502
City's covered payroll	$ 898,150	$ 895,843	$ 864,721	$ 891,379	$ 996,057	$ 1,484,886	$ 1,200,493
City's proportionate share of the net pension liability as a percentage of covered payroll	384%	383%	437%	442%	378%	254%	383%
Plan fiduciary net position as a percentage of the total pension liability	68.12%	68.27%	64.87%	66.61%	70.73%	72.85%	69.98%

Notes to Schedule:

Only seven years are presented because 10-year data is not yet available.

Required Supplementary Information
Oklahoma Firefighters Pension & Retirement System

Schedule of the City of Nichols Hills' Contributions
Last 10 Fiscal Years

	2015	2016	2017	2018	2019	2020	2021
Statutorially required contribution	$ 125,418	$ 121,061	$ 124,793	$ 139,448	$ 207,884	$ 168,069	$ 171,552
Contributions in relation to the statutorially required contribution	125,418	121,061	124,793	139,448	207,884	168,069	171,552
Contribution deficiency (excess)	$ -	$ -	$ -	$ -	$ -	$ -	$ -
City's covered payroll	$ 895,843	$ 864,721	$ 891,379	$ 996,057	$ 1,484,886	$ 1,200,493	$ 1,225,371
Contributions as a percentage of covered payroll	14.00%	14.00%	14.00%	14.00%	14.00%	14.00%	14.00%

Notes to Schedule:

Only seven years are presented because 10-year data is not yet available.

Required Supplementary Information
Oklahoma Municipal Retirement Fund

Schedule of Changes in Net Pension Liability (Asset) and Related Ratios — **Last 10 Fiscal Years**

	2015	2016	2017	2018	2019	2020	2021
Total pension liability							
Service cost	$ 231,823	$ 230,997	$ 337,268	$ 370,729	$ 333,708	$ 356,868	$ 381,474
Interest	661,978	614,609	632,759	650,266	683,585	703,925	737,321
Changes of benefit terms	(625,513)	-	-	77,664	(4,570)	-	
Change in assumptions	-	-	-	-	-	129,279	
Differences between expected and actual experience	-	(177,555)	(239,662)	169,914	(99,495)	55,014	(67,107)
Benefit payments, including refunds of member contributions	(817,173)	(471,748)	(394,524)	(618,599)	(467,564)	(822,926)	(775,832)
Net change in total pension liability	(548,885)	196,303	335,841	649,974	445,664	422,160	275,856
Total pension liability - beginning	8,710,792	8,161,907	8,358,210	8,694,051	9,344,025	9,789,689	10,211,849
Total pension liability - ending (a)	$ 8,161,907	$ 8,358,210	$ 8,694,051	$ 9,344,025	$ 9,789,689	$ 10,211,849	$ 10,487,705
Plan fiduciary net position							
Contributions - employer	$ 358,053	$ 1,443,800	$ 160,198	$ 161,647	$ 168,663	$ 183,116	$ 195,261
Contributions - member	196,536	192,467	220,118	222,265	231,911	251,786	268,485
Net investment income	1,102,303	205,006	80,015	1,107,845	730,032	706,560	450,186
Benefit payments, including refunds of member contributions	(817,173)	(471,748)	(394,524)	(618,599)	(467,564)	(822,926)	(775,832)
Administrative expense	(16,324)	(15,962)	(17,813)	(19,450)	(20,495)	(21,358)	(22,217)
Net change in plan fiduciary net position	823,395	1,353,563	47,994	853,708	642,547	297,178	115,883
Plan fiduciary net position - beginning	6,824,578	7,647,973	9,001,536	9,049,530	9,903,238	10,545,785	10,842,963
Plan fiduciary net position - ending (b)	$ 7,647,973	$ 9,001,536	$ 9,049,530	$ 9,903,238	$ 10,545,785	$ 10,842,963	$ 10,958,846
Net pension liability (asset)- ending (a) - (b)	$ 513,934	$ (643,326)	$ (355,479)	$ (559,213)	$ (756,096)	$ (631,114)	$ (471,141)
Plan fiduciary net position as a percentage of the total pension liability	93.70%	107.70%	104.09%	105.98%	107.72%	106.18%	104.49%
Covered payroll	$ 1,766,759	$ 1,718,775	$ 2,001,006	$ 2,020,584	$ 2,108,285	$ 2,288,950	$ 2,441,125
Net pension liability (asset) as a percentage of covered payroll	29.09%	-37.43%	-17.77%	-27.68%	-35.86%	-27.57%	-19.30%

Notes to Schedule:

Only seven years are presented because 10-year data is not yet available.

Required Supplementary Information
Oklahoma Municipal Retirement Fund

Schedule of Employer Contributions **Last 10 Fiscal Years**

	2015	2016	2017	2018	2019	2020	2021
Actuarially determined contribution	$ 242,519	$ 282,350	$ 95,978	$ 102,673	$ 90,414	$ 96,424	$ 169,240
Contributions in relation to the actuarially determined contribution	1,443,790	160,198	161,647	168,662	183,116	195,290	202,987
Contribution deficiency (excess)	$ (1,201,271)	$ 122,152	$ (65,669)	$ (65,989)	$ (92,702)	$ (98,866)	$ (33,747)
Covered payroll	$ 1,718,775	$ 2,001,006	$ 2,020,584	$ 2,108,285	$ 2,288,950	$ 2,441,125	$ 2,537,335
Contributions as a percentage of covered payroll	84.0%	8.0%	8.0%	8.0%	8.0%	8.0%	8.0%

Notes to Schedule:

1. Only seven years are presented because 10-year data is not yet available.

2. Latest Valuation Date: July 1, 2020

3. Actuarially determined contribution rate is calculated as of July 1, 2020 for fiscal year 2021
   July 2020 through June 2021 the City elected to make contributions at a rate of 8.0%.

4. Methods and assumptions used to determine contribution rates:
   - Actuarial cost method - Entry age normal
   - Amortization method - Level percent of payroll, closed
   - Remaining amortization period - 30 years
   - Asset valuation method - Actuarial:
     - Smoothing period - 5 years
     - Recognition method - Non-asymptotic
     - Corridor - 70% - 130%
   - Salary increases - 4.50% to 7.50% (varies by attained age)
   - Investment rate of return - 7.50%

Required Supplementary Information

Schedule of Changes in Total OPEB Liability and Related Ratios **Last 10 Fiscal Years**

	2018	2019	2020	2021
Total OPEB liability				
Service cost	$ 56,125	$ 56,125	$ 45,553	$ 43,278
Interest	20,799	30,479	30,759	26,646
Change in assumptions	(65,133)	(38,619)	(8,424)	127,285
Differences between expected and actual experience	-	-	(75,875)	31,728
Benefit payments, including refunds of member contributions	(18,626)	(19,617)	(53,422)	(21,022)
Net change in total OPEB liability	(6,835)	28,368	(61,409)	207,915
Total OPEB liability - beginning	757,907	751,072	779,440	718,031
Total OPEB liability - ending	$ 751,072	$ 779,440	$ 718,031	$ 925,946
Covered-employee payroll	$ 3,860,000	$ 3,958,168	$ 4,481,000	$ 4,781,000
Net OPEB liability as a percentage of covered-employee payroll	19.46%	19.69%	16.02%	19.37%

Notes to Schedule:

Only four years are presented because 10-year data is not yet available.

The change in assumption is a result of a decrease in the discount rate from 3.50% to 2.21%.

City of Nichols Hills
Combining Balance Sheet Accounts
General Fund Accounts
June 30, 2021

	General Fund	Designated Accounts Account	Designated Funds Public Works Account	Drainage Impact Fees	Impound Fee Police Fund	Water Impact Fees Fund	Sewer Impact Fee Fund	Total General Fund
ASSETS								
Cash and cash equivalents	$ 1,598,132	$ 71,627	$ 2,252	$ 83,604	$ 23,484	$ 116,419	$ 77,315	$ 1,972,833
Restricted cash and cash equivalents	8,240	-	-	-	-	-	-	8,240
Investments	2,150,000	-						2,150,000
Deposits with insurance pool	13,947	-	-	-	-	-	-	13,947
Receivables:								
Accrued interest receivable	1,340	-	-	-	-	-	-	1,340
Due from other funds	85,045	-	-	-	-	-	-	85,045
Due from other governments	727,991	-						727,991
Franchise tax receivable	47,790	-						47,790
Court fines receivable, net	228,385	-	-	-	-	-	-	228,385
Other receivables	4,129	-	-	7,024	-	-	-	11,153
Total assets	$ 4,864,999	$ 71,627	2,252	90,628	23,484	116,419	77,315	$ 5,246,724
LIABILITIES, DEFERRED INFLOWS AND FUND BALANCES								
Liabilities:								
Accounts payable	$ 238,833	$ 160	43	-	-	-	-	$ 239,036
Due to other governments	1,320	-	-	-	-	-	-	1,320
Deposit liabilities	8,240	-	-	-	-	-	-	8,240
Total liabilities	248,393	160	43	-	-	-	-	248,596
Deferred inflows of resources:								
Unavailable revenue	214,148	-	-	-	-	-	-	214,148
Fund balances:								
Restricted for:								
Donations	-	71,467	2,209	-	-	-	-	73,676
Insurance premiums	13,947							13,947
Committed for:								
Capital projects				90,628	23,484	116,419	77,315	307,846
Assigned for:								
Economic development	500,000	-	-	-	-	-	-	500,000
Unassigned	3,888,511	-	-	-	-	-	-	3,888,511
Total fund balances	4,402,458	71,467	2,209	90,628	23,484	116,419	77,315	4,783,980
Total liabilities, deferred inflows and fund balances	$ 4,864,999	$ 71,627	$ 2,252	$ 90,628	$ 23,484	$ 116,419	$ 77,315	$ 5,246,724

City of Nichols Hills
Combining Schedule of Revenues, Expenditures and Changes in Fund Balances
General Fund Accounts
For the Year Ended June 30, 2021

	General Fund	Designated Accounts Account	Designated Funds Public Works Account	Drainage Impact Fees	Impound Fee Police Fund	Water Impact Fees Fund	Sewer Impact Fee Fund	Total General Fund
REVENUES								
Taxes	$ 5,491,518	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,491,518
Fees and fines	99,908	-	-	-	2,500	-	-	102,408
Licenses and permits	301,895	-	-	-	-	-	-	301,895
Intergovernmental	707,062	-	-	-	-	-	-	707,062
Charges for services	1,123,270	5,000	-	65,301	-	21,752	21,001	1,236,324
Investment earnings	8,819	111	3	89	36	169	141	9,368
Miscellaneous	335,054	1,460	200	-	-	-	-	336,714
Total revenues	8,067,526	6,571	203	65,390	2,536	21,921	21,142	8,185,289
EXPENDITURES								
Current:								
General government	2,044,057	704	153	-	-	-	-	2,044,914
Public safety	4,830,953	173	-	-	-	-	-	4,831,126
Highways and roads	1,165,850	-	-	-	-	-	-	1,165,850
Public works	1,152,594	-	-	-	-	-	-	1,152,594
Culture and recreation	274,955	-	-	-	-	-	-	274,955
Capital Outlay	322	-	-	3,600	-	-	24,850	28,772
Total Expenditures	9,468,731	877	153	3,600	-	-	24,850	9,498,211
Excess (deficiency) of revenues over expenditures	(1,401,205)	5,694	50	61,790	2,536	21,921	(3,708)	(1,312,922)
OTHER FINANCING SOURCES (USES)								
Transfers in	2,307,100	-	-	-	-	-	-	2,307,100
Total other financing sources and uses	2,307,100	-	-	-	-	-	-	2,307,100
FUND BALANCE								
Net change in fund balances	905,895	5,694	50	61,790	2,536	21,921	(3,708)	994,178
Fund balances - beginning	3,496,563	65,773	2,159	28,838	20,948	94,498	81,023	3,789,802
Fund balances - ending	$ 4,402,458	**$ 71,467**	**$ 2,209**	**$ 90,628**	**$ 23,484**	**$ 116,419**	**$ 77,315**	$ 4,783,980

City of Nichols Hills
Combining Balance Sheet
Nonmajor Governmental Funds
June 30, 2021

	Street and Alley Fund	E-911 Fund	Total Nonmajor Governmental Funds
ASSETS			
Cash and cash equivalents	$ 196,129	$ 51,219	$ 247,348
Due from other governments	4,151	-	4,151
Other receivables	-	712	712
Total assets	$ 200,280	$ 51,931	$ 252,211
FUND BALANCES			
Fund balances:			
Restricted for:			
Streets	193,810	-	193,810
Public safety	-	51,443	51,443
Assigned for:			
Streets	6,470	-	6,470
E-911	-	488	488
Total fund balances	200,280	51,931	252,211
Total liabilities and fund balances	$ 200,280	$ 51,931	$ 252,211

City of Nichols Hills
Combining Statement of Revenues, Expenditures and Changes in Fund Balances
Nonmajor Governmental Funds
For the Year Ended June 30, 2021

	Street and Alley Fund	E-911 Fund	Total Nonmajor Governmental Funds
REVENUES			
Taxes	$ -	$ 8,610	$ 8,610
Intergovernmental	35,791	-	35,791
Investment earnings	290	76	366
Total revenues	36,081	8,686	44,767
Excess (deficiency) of revenues over expenditures	36,081	8,686	44,767
Net change in fund balances	36,081	8,686	44,767
Fund balances - beginning	164,199	43,245	207,444
Fund balances - ending	$ 200,280	$ 51,931	$ 252,211

CITY OF NICHOLS HILLS, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE
NONMAJOR GOVERNMENTAL FUNDS
For the fiscal year ended June 30, 2021

	SPECIAL REVENUE - STREET & ALLEY FUND								SPECIAL REVENUE - E-911 FUND							
	Budgeted Amounts						Variance with		Budgeted Amounts						Variance with	
	Original		Final		Actual Amounts		Final Budget Positive (Negative)		Original		Final		Actual Amounts		Final Budget Positive (Negative)	
Revenues:																
Taxes		-		-				-	$	8,000	$	8,000	$	8,610	$	610
Intergovernmental	$	34,000	$	34,000	$	35,791	$	1,791		-		-		-		-
Investment income		2,000		2,000		290		(1,710)		10		10		76		66
Total Revenues		36,000		36,000		36,081		81		8,010		8,010		8,686		676
Expenditures:																
Current:																
Public safety		-		-		-		-		51,318		51,318		-		51,318
Highways and streets		197,863		197,863		-		197,863		-		-		-		-
Total Expenditures		197,863		197,863		-		197,863		51,318		51,318		-		51,318
Excess (deficiency) of revenues over expenditures		(161,863)		(161,863)		36,081		197,944		(43,308)		(43,308)		8,686		51,994
Net change in fund balances		(161,863)		(161,863)		36,081		197,944		(43,308)		(43,308)		8,686		51,994
Fund Balance - beginning of year		161,863		161,863		164,199		2,336		43,308		43,308		43,245		(63)
Fund Balance - end of year	$	-	$	-	$	200,280	$	200,280	$	-	$	-	$	51,931	$	51,931

CITY OF NICHOLS HILLS, OKLAHOMA
BUDGETARY COMPARISON SCHEDULE
MAJOR GOVERNMENTAL FUNDS
For the fiscal year ended June 30, 2020

	DEBT SERVICE				CAPITAL PROJECT - CAPITAL IMPROVEMENT			
	Budgeted Amounts		Actual	Variance with Final Budget	Budgeted Amounts		Actual	Variance with Final Budget
	Original	Final	Amounts	Positive (Negative)	Original	Final	Amounts	Positive (Negative)
Beginning Budgetary Fund Balance	-	-	$ 1,690,202	$ 1,690,202	$ 1,295,500	$ 1,295,500	$ 1,296,997	$ 1,497
Resources (Inflows):								
Taxes	$ 4,539,488	$ 4,539,488	4,769,432	229,944	-	-	-	-
Intergovernmental	-	-	-	-	-	-	-	-
Investment income	17,000	17,000	14,446	(2,554)	-	-	2,246	2,246
Miscellaneous income	-	-	-	-	-	-	16,792	16,792
Transfer in	-	-	-	-	-	-	-	-
Amounts available for appropriation	4,556,488	4,556,488	6,474,080	1,917,592	1,295,500	1,295,500	1,316,035	20,535
Charges to appropriations (outflows):								
General government	1,000	1,000	693	307	-	-	-	-
Capital outlay	-	-	-	-	1,295,500	1,295,500	63,894	1,231,606
Debt service	4,555,488	4,555,488	4,493,802	61,686	-	-	-	-
Total Charges to Appropriations	4,556,488	4,556,488	4,494,495	61,993	1,295,500	1,295,500	63,894	1,231,606
Ending Budgetary Fund Balance	$ -	$ -	$ 1,979,585	$ 1,979,585	$ -	$ -	$ 1,252,141	$ 1,252,141

Reconciliation bewteen Budgetary Inflows and Outflows to GAAP Revenues and Expenditures:	
Issuance of debt	8,305,000
Premium on issuance of debt	898,347
Bond issuance cost	(98,498)
Debt service on refunded bonds	(9,102,363)
Ending GAAP Fund Balance	$ 1,982,071

City of Nichols Hills
Combining Schedule of Net Position
Enterprise Fund Accounts
June 30, 2021

	Nichols Hills Municipal Authority	Nichols Hills Municipal Authority CIF Account	Total
ASSETS			
Current assets:			
Cash and cash equivalents	$ 1,179,300	$ 266,222	$ 1,445,522
Investments	700,000	1,250,000	1,950,000
Accounts receivable, net	591,624	-	591,624
Accrued interest receivable	207	273	480
Total current assets	2,471,131	1,516,495	3,987,626
Non-current assets:			
Restricted cash and cash equivalents	28,360	-	28,360
Net pension asset	93,338	-	93,338
Capital Assets:			
Non-depreciable assets	1,320,629	-	1,320,629
Other capital assets, net of depreciation	16,671,936	-	16,671,936
Total non-current assets	18,114,263	-	18,114,263
Total assets	20,585,394	1,516,495	22,101,889
DEFERRED OUTFLOWS OF RESOURSES:			
Deferred amounts related to OPEB	20,539		20,539
Deferred amounts related to pensions	123,478	-	123,478
Total deferred outflows of resources	144,017	-	144,017
LIABILITIES			
Current liabilities:			
Accounts payable	132,339	-	132,339
Due to other funds	85,045	-	85,045
Compensated absences, current portion	4,864	-	4,864
Notes payable, current portion	836	-	836
Total current liabilities	223,084	-	223,084
Non-current liabilities:			
Compensated absences	43,780	-	43,780
Meter deposit liability	28,424	-	28,424
Note payable	16,170	-	16,170
Total OPEB liability	96,573	-	96,573
Total non-current liabilities	184,947	-	184,947
Total liabilities	408,031	-	408,031
DEFERRED INFLOWS OF RESOURCES:			
Deferred amounts related to OPEB	14,811	-	14,811
Deferred amounts related to pensions	17,536	-	17,536
Total deferred inflows of resources	32,347	-	32,347
NET POSITION			
Net investment in capital assets	17,975,559	-	17,975,559
Unrestricted	2,313,474	1,516,495	3,829,969
Total net position	$ 20,289,033	$ 1,516,495	$ 21,805,528

City of Nichols Hills
Combining Schedule of Revenues, Expenses and Changes in Fund Net Position
Enterprise Fund Accounts
For the Year Ended June 30, 2021

	Nichols Hills Municipal Authority	Nichols Hills Municipal Authority CIF Account	Total
REVENUES			
Charges for Service:			
Water charges	$ 2,849,405	$ -	$ 2,849,405
Wastewater charges	1,345,129	-	1,345,129
Water taps	27,288	-	27,288
Penalties	5,082	-	5,082
Miscellaneous revenue	15,712	8,859	24,571
Total operating revenues	4,242,616	8,859	4,251,475
OPERATING EXPENSES			
Administrative	762,730	-	762,730
Water and wastewater operations	1,087,806	-	1,087,806
Depreciation expense	1,816,554	-	1,816,554
Total operating expenses	3,667,090	-	3,667,090
Operating income	575,526	8,859	584,385
NON-OPERATING REVENUES (EXPENSES)			
Interest and investment revenue	3,312	1,909	5,221
Interest expense	(694)	-	(694)
Total non-operating revenues (expense)	2,618	1,909	4,527
Income before contributions and transfers	578,144	10,768	588,912
Capital contributions	939,379	-	939,379
Transfers in	58,333	-	58,333
Transfers out	(2,307,100)	(58,333)	(2,365,433)
Change in net position	(731,244)	(47,565)	(778,809)
Total net position- beginning	21,020,277	1,564,060	22,584,337
Total net position - ending	$ 20,289,033	$ 1,516,495	$ 21,805,528

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STATISTICAL SECTION

FINANCIAL TRENDS

These schedules contain trend information to help the reader understand how the City's financial performance and well-being have changed over time.

CITY OF NICHOLS HILLS, OKLAHOMA
NET ASSETS/NET POSITION BY COMPONENT
Last Ten Fiscal Years
TABLE 1

	2012
Governmental activities	
Invested in capital assets, net of related debt	$ 840,899
Restricted	1,118,194
Unrestricted	3,073,332
Total governmental activities net assets	$ 5,032,425
Business-type activities	
Invested in capital assets, net of related debt	$ 18,405,462
Restricted	-
Unrestricted	1,556,365
Total business-type activities net assets	$ 19,961,827
Primary government	
Invested in capital assets, net of related debt	$ 19,246,361
Restricted	1,118,194
Unrestricted	4,629,697
Total primary government net assets	$ 24,994,252

	2013	2014	2015	2016	2017	2018	2019	2020	2021
Governmental activities									
Net investment in capital assets	$ 2,425,122	$ 2,883,731	$ 3,138,855	$ 2,039,744	$ 3,955,351	$ 4,805,952	$ 5,976,388	$ 6,116,023	$ 5,754,593
Restricted	1,360,343	1,038,504	953,407	1,146,121	1,355,422	1,158,521	1,506,372	1,973,241	2,314,947
Unrestricted	1,543,022	1,429,996	(2,225,118)	(1,880,281)	(1,264,576)	(464,112)	1,149,920	1,174,651	1,724,579
Total governmental activities net position	$ 5,328,487	$ 5,352,231	$ 1,867,144	$ 1,305,584	$ 4,046,197	$ 5,500,361	$ 8,632,680	$ 9,263,915	$ 9,794,119
Business-type activities									
Net investment in capital assets	$ 18,118,659	$ 18,058,754	$ 18,961,631	$ 21,577,476	$ 20,377,268	$ 19,222,957	$ 18,687,637	$ 18,793,595	$ 17,975,559
Unrestricted	1,670,285	2,559,212	1,875,438	2,323,000	2,723,150	3,503,366	3,337,077	3,790,742	3,822,019
Total business-type activities net position	$ 19,788,944	$ 20,617,966	$ 20,837,069	$ 23,900,476	$ 23,100,418	$ 22,726,323	$ 22,024,714	$ 22,584,337	$ 21,797,578
Primary government									
Net investment in capital assets	$ 20,543,781	$ 20,942,485	$ 22,100,486	$ 23,617,220	$ 24,332,619	$ 24,028,909	$ 24,664,025	$ 24,909,618	$ 23,730,152
Restricted	1,360,343	1,038,504	953,407	1,146,121	1,355,422	1,158,521	1,506,372	1,973,241	2,314,947
Unrestricted	3,213,307	3,989,208	(349,680)	442,719	1,458,574	3,039,254	4,486,997	4,965,393	5,546,598
Total primary government net position	$ 25,117,431	$ 25,970,197	$ 22,704,213	$ 25,206,060	$ 27,146,615	$ 28,226,684	$ 30,657,394	$ 31,848,252	$ 31,591,697

CITY OF NICHOLS HILLS, OKLAHOMA
CHANGES IN NET ASSETS/POSITION
Last Ten Fiscal Years
TABLE 2

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Expenses										
Government activities:										
General government	$ 1,758,978	$ 2,103,433	$ 1,670,579	$ 1,299,408	$ 2,290,054	$ 2,307,051	$ 2,495,458	$ 2,429,658	$ 2,609,785	$ 2,833,696
Public safety	3,503,460	3,761,553	3,879,299	3,500,180	3,519,911	3,685,815	3,997,551	3,901,353	5,309,204	6,511,943
Highways and streets	543,226	592,671	1,262,972	749,946	762,751	1,022,354	1,170,398	1,249,721	1,281,820	2,403,820
Culture and recreation	160,337	157,684	170,469	191,791	193,210	219,959	233,077	372,777	430,254	440,212
Public works	1,093,181	1,107,820	1,149,352	1,044,334	1,066,659	1,200,553	1,205,996	1,242,046	1,489,116	1,754,432
Interest on long-term debt	558,094	692,362	492,500	870,590	572,961	703,856	675,392	677,014	747,782	978,791
Total governmental activities expenses	7,617,276	8,415,523	8,625,171	7,656,249	8,405,546	9,139,588	9,777,872	9,872,569	11,867,961	14,922,894
Business-type activities:										
Water	2,457,147	2,534,168	1,997,610	1,911,554	2,149,829	2,600,051	2,858,698	2,449,800	2,652,736	2,697,650
Wastewater	345,992	371,186	748,831	697,992	728,531	912,251	933,709	1,017,587	1,092,270	1,175,985
Total business-type activities expenses	2,803,139	2,905,354	2,746,441	2,609,546	2,878,360	3,512,302	3,792,407	3,467,387	3,745,006	3,873,635
Total primary government expenses	$ 10,420,415	$ 11,320,877	$ 11,371,612	$ 10,265,795	$ 11,283,906	$ 12,651,890	$ 13,570,279	$ 13,339,956	$ 15,612,967	$ 18,796,529
Program Revenues										
Government activities:										
Charges for services:										
General government	$ 187,040	$ 215,828	$ 148,175	$ 178,871	$ 221,295	$ 207,935	$ 267,579	$ 309,905	$ 233,677	$ 454,766
Public safety	197,582	209,502	208,191	193,841	255,862	183,863	234,786	231,816	279,761	770,619
Highways and streets	-	-	-	-	-	-	-	-	28,822	109,408
Culture and recreation	-	-	-	-	-	-	-	-	-	9,876
Public works	596,500	579,539	815,799	968,256	1,020,566	963,933	1,064,447	1,080,155	1,076,833	1,244,789
Operating grants and contributions	338,569	398,871	402,891	386,862	423,000	422,726	439,752	561,336	532,520	868,406
Capital grants and contributions	-	-	138,244	-	-	-	-	50,763	1,132	-
Total governmental activities program revenues	1,319,691	1,403,740	1,713,300	1,727,830	1,920,723	1,778,457	2,006,564	2,233,975	2,152,745	3,457,864

(Continued)

TABLE 2
(Continued)

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Business-type activities:										
Charges for services:										
Water	2,591,760	2,404,897	2,687,004	2,638,072	3,149,780	3,346,087	3,151,382	2,331,283	3,014,644	2,999,391
Wastewater	974,134	929,784	951,695	949,117	1,067,393	1,168,721	1,159,789	968,358	1,289,022	1,345,129
Total business-type activities program revenues	3,565,894	3,334,681	3,638,699	3,587,189	4,217,173	4,514,808	4,311,171	3,299,641	4,303,666	4,344,520
Total primary government program revenues	$ 4,885,585	$ 4,738,421	$ 5,351,999	$ 5,315,019	$ 6,137,896	$ 6,293,265	$ 6,317,735	$ 5,533,616	$ 6,456,411	$ 7,802,384
Net (Expense)/Revenue										
Government activities	$ (6,297,585)	$ (7,011,783)	$ (6,911,871)	$ (5,928,419)	$ (6,484,823)	$ (7,361,131)	$ (7,771,308)	$ (7,638,594)	$ (9,715,216)	$ (11,465,030)
Business-type activities	762,755	429,327	892,258	977,643	1,338,813	1,002,506	518,764	(167,746)	558,660	470,885
Total primary government net expense	$ (5,534,830)	$ (6,582,456)	$ (6,019,613)	$ (4,950,776)	$ (5,146,010)	$ (6,358,625)	$ (7,252,544)	$ (7,806,340)	$ (9,156,556)	$ (10,994,145)
General Revenues and Other Changes in Net Assets/Net Position										
Government activities:										
Taxes:										
Sales and use taxes	$ 2,457,370	$ 2,780,618	$ 2,560,439	$ 2,756,819	$ 2,783,220	$ 3,453,468	$ 3,928,736	$ 4,576,632	$ 4,760,407	$ 5,177,903
Property taxes	3,330,068	3,033,854	2,883,034	3,324,947	3,840,425	4,125,099	3,990,370	4,532,711	4,478,676	4,771,624
Franchise and public service taxes	384,005	412,394	544,309	399,654	339,874	337,882	358,832	324,662	326,031	313,615
Other taxes	1,989	1,710	1,254	1,318	1,351	1,064	12,138	7,462	9,145	8,610
Unrestricted grants and contributions	43,199	82,808	109,746	7,377	6,012	6,204	6,276	8,667	9,783	11,020
Investment earnings	64,080	42,872	34,497	43,279	73,674	99,168	146,992	341,878	291,816	66,747
Miscellaneous	703,268	525,752	718,434	226,812	247,580	269,429	325,679	343,465	363,691	358,279
Transfers	1,088,387	629,941	83,906	405,456	(1,698,873)	1,809,431	844,621	635,436	106,902	1,287,436
Total governmental activities	8,072,366	7,509,949	6,935,619	7,165,662	5,593,263	10,101,745	9,613,644	10,770,913	10,346,451	11,995,234
Business-type activities:										
Investment earnings	8,507	6,805	5,592	9,734	3,077	4,205	11,031	56,416	46,437	5,221
Miscellaneous	43,348	20,926	15,079	5,249	22,644	2,662	11,759	45,157	61,428	24,571
Transfers	(1,088,387)	(629,941)	(83,906)	(405,456)	1,698,873	(1,809,431)	(844,621)	(635,436)	(106,902)	(1,287,436)
Total business-type activities	(1,036,532)	(602,210)	(63,235)	(390,473)	1,724,594	(1,802,564)	(821,831)	(533,863)	963	(1,257,644)
Total primary government	$ 7,035,834	$ 6,907,739	$ 6,872,384	$ 6,775,189	$ 7,317,857	$ 8,299,181	$ 8,791,813	$ 10,237,050	$ 10,347,414	$ 10,737,590
Change in Net Assets/Net Position										
Government activities	$ 1,774,781	$ 498,166	$ 23,748	$ 1,237,243	$ (891,560)	$ 2,740,614	$ 1,842,336	$ 3,132,319	$ 631,235	$ 530,204
Business-type activities	(273,777)	(172,883)	829,023	587,170	3,063,407	(800,058)	(303,067)	(701,609)	559,623	(786,759)
Total primary government	$ 1,501,004	$ 325,283	$ 852,771	$ 1,824,413	$ 2,171,847	$ 1,940,556	$ 1,539,269	$ 2,430,710	$ 1,190,858	$ (256,555)

CITY OF NICHOLS HILLS, OKLAHOMA
FUND BALANCES, GOVERNMENTAL FUNDS
Last Ten Fiscal Years
TABLE 3

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
General Fund										
Nonspendable	$ -	$ -	$ 59,409	$ 60,478	$ 69,195	$ 73,483	$ 78,672	$ 81,090	$ 14,255	$ -
Restricted	15,594	14,667	13,233	14,579	14,547	39,734	36,527	35,658	67,932	87,623
Committed	-	-	-	-	-	-	-	-	225,307	307,846
Assigned	1,202,661	1,123,633	1,134,066	628,694	627,754	500,000	629,118	662,818	500,000	500,000
Unassigned	2,540,825	2,744,790	1,209,735	2,114,891	1,173,458	1,702,443	1,885,054	2,478,456	2,982,308	3,888,511
Total general fund	$ 3,759,080	$ 3,883,090	$ 2,416,443	$ 2,818,642	$ 1,884,954	$ 2,315,660	$ 2,629,371	$ 3,258,022	$ 3,789,802	$ 4,783,980
All Other Governmental Funds										
Restricted	$ 9,477,310	$ 11,078,552	$ 11,012,902	$ 11,658,454	$ 9,514,201	$ 7,438,743	$ 7,125,231	$ 7,633,785	$ 11,344,374	$ 15,189,074
Assigned	118,003	156,344	681,463	714,777	1,987,684	2,205,120	1,990,483	2,718,574	1,471,253	1,473,081
Unassigned (deficit)	(503,188)	(1,115,209)	-	-	-	-	-	-	-	-
Total all other governmental funds	$ 9,092,125	$ 10,119,687	$ 11,694,365	$ 12,373,231	$ 11,501,885	$ 9,643,863	$ 9,115,714	$ 10,352,359	$ 12,815,627	$ 16,662,155
GRAND TOTAL	$ 12,851,205	$ 14,002,777	$ 14,110,808	$ 15,191,873	$ 13,386,839	$ 11,959,523	$ 11,745,085	$ 13,610,381	$ 16,605,429	$ 21,446,135

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

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Revenues:										
Taxes	$ 6,194,312	$ 6,195,626	$ 5,964,058	$ 6,502,632	$ 6,952,259	$ 7,918,119	$ 8,284,272	$ 9,436,518	$ 9,572,924	$ 10,269,560
Intergovernmental	381,768	478,681	1,015,743	337,047	476,650	489,358	567,360	626,979	562,073	742,853
Charges for services	692,504	659,340	873,065	1,025,698	1,081,170	1,020,217	1,122,207	1,145,495	1,208,816	1,236,324
Fines and forfeitures	132,172	138,262	141,016	137,548	189,619	135,846	167,753	152,346	132,332	102,408
Licences and permits	187,040	215,828	148,175	178,871	221,295	207,935	266,716	304,393	232,355	301,895
Investment Income	76,675	44,658	32,852	41,175	73,507	90,032	142,762	342,221	297,136	69,052
Miscellaneous	659,892	544,196	213,012	221,321	258,296	263,892	305,526	335,492	359,679	353,506
Total Revenues	8,324,363	8,276,591	8,387,921	8,444,292	9,252,796	10,125,399	10,856,596	12,343,444	12,365,315	13,075,598
Expenditures:										
General government	1,506,891	1,467,916	1,475,621	2,332,577	2,197,285	2,048,926	2,092,011	2,052,373	2,093,862	2,147,493
Public safety	3,175,902	3,442,058	3,603,369	3,474,899	3,624,883	3,658,186	4,022,308	4,321,228	4,819,410	4,831,126
Highways and streets	212,937	266,964	241,294	239,701	233,047	309,671	275,805	281,851	262,670	1,165,850
Culture and recreation	155,975	153,604	166,235	203,652	201,630	213,143	223,944	256,252	255,558	274,955
Public works	738,362	779,180	799,558	755,692	800,562	873,022	878,310	949,311	1,009,650	1,152,594
Capital outlay	2,462,204	3,983,169	4,028,762	3,700,012	6,810,063	6,745,421	4,115,253	3,379,516	6,659,721	4,369,597
Debt service										
Principal	2,100,000	2,240,000	2,745,000	2,915,000	3,090,000	3,280,000	3,375,000	3,500,000	3,530,000	12,530,000
Interest	558,094	551,393	460,221	508,311	552,403	692,279	705,300	717,890	807,461	1,066,165
Payment of issue costs	552	191,802	37,627	19,436	93,562	85,394	66,170	75,625	146,605	99,035
Total Expenditures	10,910,917	13,076,086	13,557,687	14,149,280	17,603,435	17,906,042	15,754,101	15,534,046	19,584,937	27,636,815
Excess of revenues over(under) expenditures	(2,586,554)	(4,799,495)	(5,169,766)	(5,704,988)	(8,350,639)	(7,780,643)	(4,897,505)	(3,190,602)	(7,219,622)	(14,561,217)
Other financing sources(uses)										
Transfers in	2,338,759	1,346,151	2,911,025	2,831,066	3,610,870	2,517,274	2,095,037	2,719,467	2,459,005	2,307,100
Transfers out	(649,045)	-	(1,533,225)	(245,016)	(1,416,232)	(493,180)	(493,180)	(791,454)	(394,691)	-
Other use	-	(8,570,084)	-	-	-	-	-	-	-	
Bond proceeds	2,500,000	13,175,000	3,900,000	4,200,000	4,350,966	4,329,234	3,081,208	3,127,883	8,150,356	17,094,822
Total other financing sources(uses)	$ 4,189,714	$ 5,951,067	$ 5,277,800	$ 6,786,050	$ 6,545,604	$ 6,353,328	$ 4,683,065	$ 5,055,896	$ 10,214,670	$ 19,401,922
Net change in fund balances	$ 1,603,160	$ 1,151,572	$ 108,034	$ 1,081,062	$ (1,805,035)	$ (1,427,315)	$ (214,440)	$ 1,865,294	$ 2,995,048	$ 4,840,705
Debt service as a percentage of noncapital expenditures	31.5%	30.7%	33.6%	32.8%	24.8%	34.8%	32.4%	30.9%	33.2%	58.1%

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

Fiscal Year	Ad Valorem Tax	Sales & Use Tax	Franchise Tax	Emergency Telephone Tax	Totals
2012	3,330,068	2,457,370	384,005	1,989	6,173,432
2013	3,034,674	2,780,618	378,624	1,710	6,195,626
2014	2,858,056	3,106,002	544,309	1,254	6,509,621
2015	3,311,071	2,726,186	433,424	1,318	6,471,999
2016	3,827,814	2,752,633	339,874	1,351	6,921,672
2017	4,125,705	3,414,285	337,882	1,064	7,878,936
2018	3,990,370	3,928,736	358,832	12,138	8,290,076
2019	4,527,762	4,540,459	324,662	7,452	9,400,335
2020	4,477,341	4,721,952	326,031	9,145	9,534,469
2021	4,769,432	5,138,550	313,615	8,610	10,230,207

REVENUE CAPACITY

These schedules contain trend information to help the reader understand how the City's most significant local revenue source, the sales tax and property tax.

CITY OF NICHOLS HILLS, OKLAHOMA
ASSESSED VALUE AND ESTIMATED ACTUAL VALUE OF TAXABLE PROPERTY
Last Ten Fiscal Years
TABLE 6

Fiscal Year	Real Property	Personal Property	Public Service Property	Total Assessed Value	Exemptions	Net Total Assessed Value	Total Direct Tax Rate	Estimated Actual Value
2012	114,218,989	1,754,755	1,228,414	117,202,158	1,087,000	116,115,158	26.09	1,065,474,164
2013	118,937,793	1,655,979	1,212,225	121,805,997	1,072,000	120,733,997	23.70	1,107,327,245
2014	124,654,042	1,689,260	1,135,752	127,479,054	1,042,000	126,437,054	26.27	1,158,900,491
2015	131,851,749	1,670,395	1,150,601	134,672,745	1,034,000	133,638,745	28.38	1,224,297,682
2016	138,741,187	1,756,754	1,097,508	141,595,449	1,244,505	140,350,944	29.14	1,287,231,355
2017	145,046,585	1,891,037	779,411	147,717,033	1,257,021	146,460,012	27.06	1,342,882,118
2018	149,757,271	2,096,104	826,084	152,679,459	1,225,127	151,454,332	29.71	1,387,995,082
2019	158,117,873	2,237,518	801,287	161,156,678	1,297,147	159,859,531	28.09	1,465,060,709
2020	161,356,877	2,762,073	856,267	164,975,217	1,316,500	163,658,717	28.10	1,499,774,700
2021	167,747,021	2,855,659	904,782	171,507,462	1,490,762	170,016,700	29.11	1,559,158,745

CITY OF NICHOLS HILLS, OKLAHOMA
PROPERTY TAX RATES - DIRECT AND OVERLAPPING GOVERNMENTS
(PER $1,000 OF ASSESSED VALUE)
Last Ten Fiscal Years
TABLE 7

	City Direct Rate	Overlapping Rates		
Fiscal Year	Debt Service Fund*	Independent School District (1)	Oklahoma County	Total Nichols Hills City Resident
2012	29.37	77.54	24.06	130.97
2013	26.09	74.74	23.97	124.80
2014	23.70	75.84	23.87	123.41
2015	26.27	74.81	23.58	124.66
2016	28.38	75.16	23.72	127.26
2017	29.14	74.81	23.81	127.76
2018	27.06	74.81	23.28	125.15
2019	29.71	74.29	11.71	115.71
2020	28.10	80.10	23.49	131.69
2021	29.11	80.47	23.38	132.96
The levy certified to the tax rolls for the upcoming fiscal year is as follows:				
2022	25.56	80.05	22.92	128.53

Source: County Excise Board

Note: City property tax may only be levied to repay principal and interest on general obligation bonded debt approved by the voters and any court-assessed judgments.

(1) Includes levy for Metro Tech Vo-Tech #22, Oklahoma City Schools.

* Direct rate is soley for General Obligation Debt

CITY OF NICHOLS HILLS, OKLAHOMA
PRINICPAL PROPERTY TAXPAYERS
CURRENT AND NINE YEARS AGO
TABLE 8

		2021			2012		
Taxpayer	Type of Business	Rank	Taxable Assessed Value	Percentage of Net Total Assessed Value	Rank	Taxable Assessed Value	Percentage of Net Total Assessed Value
Oklahoma City Golf & Country Club	Recreation	1	$ 1,739,000	1.05%	2	$ 989,238	0.85%
OKC NHP LLC	Retail	2	1,087,271	0.66%			
Cumberland Drive LLC	Multiple Residential Lots	3	498,087	0.30%			
Oklahoma Gas & Electric	Utility	4	492,783	0.30%	3	545,591	0.47%
Mills Rober L & Margaret S Trust	Trust	5	488,623	0.30%			
Crutchmer Clyde V (2 properties)	Resident	6	478,500	0.29%	5	443,629	0.38%
TG NHOB LLC	Banking	7	477,733	0.29%	4	544,271	0.47%
1612 West Wilshire LLC	Resident	8	468,985	0.28%			
JLJ Properties (2 properties)	Resident	9	468,490	0.28%			
Albers Leigh Ann & Paul W	Resident	10	466,675	0.28%	7	387,311	0.33%
Chesapeake Lan Company LLC	Oil and gas		-	-	1	2,315,669	1.99%
Bennett, Clayton I & Louise G	Resident		-	-	6	422,085	0.36%
Hamm Harold G & Sue A	Resident		-	-	8	330,091	0.28%
Mohamadi Monireh	Resident		-	-	9	320,575	0.28%
Wetwresk J Steven J & Rebecca	Resident		-	-	10	300,902	0.26%
Totals			$ 6,666,147	4.04%		$ 6,599,362	5.67%

Source: County Assessors Office

CITY OF NICHOLS HILLS, OKLAHOMA
PROPERTY TAX LEVIES AND COLLECTIONS
Last Ten Fiscal Years
TABLE 9

Fiscal Year	Total Tax Levy	Current Tax Collections	Percentage of Levy Collected	Delinquent Tax Collections	Total Tax Collections	Percentage of Total Collected to Total Levy	Net Assessed Value	Mill Levy
2012	3,321,020	3,251,542	97.91%	67,690	3,319,232	99.95%	113,075,145	29.37
2013	3,021,644	2,925,990	96.83%	77,044	3,003,034	99.38%	115,810,084	26.09
2014	2,853,369	2,766,386	96.95%	57,200	2,823,586	98.96%	120,393,780	23.70
2015	3,316,335	3,205,328	96.65%	-	3,205,328	96.65%	126,239,127	26.27
2016	3,786,396	3,647,898	96.34%	124,642	3,772,540	99.63%	133,435,770	28.38
2017	4,089,261	3,969,958	97.08%	122,754	4,092,712	100.08%	140,350,944	29.14
2018	3,963,102	3,857,037	97.32%	117,138	3,974,175	100.28%	146,460,012	27.06
2019	4,500,433	4,422,859	98.28%	104,903	4,527,762	100.61%	151,454,332	29.72
2020	4,491,426	4,357,425	97.02%	114,289	4,471,714	99.56%	163,658,717	28.10
2021	4,763,817	4,614,422	96.86%	141,809	4,756,231	99.84%	170,016,700	29.11

CITY OF NICHOLS HILLS, OKLAHOMA
SALES TAX RATES OF DIRECT AND OVERLAPPING GOVERNMENTS
Last Ten Fiscal Years
TABLE 10

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%	4.00%
Oklahoma County	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
State of Oklahoma	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%
Total	8.50%	8.50%	8.50%	8.50%	8.50%	8.50%	8.50%	8.50%	8.50%	8.50%

CITY OF NICHOLS HILLS, OKLAHOMA
TAXABLE SALES BY CATEGORY
Last Ten Fiscal Years

TABLE 11

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Agriculture, forestry, and fishing	$ 2,613	$ 2,199	$ 1,465	$ 956	$ 1,098	$ 899	$ 4,312	$ 2,249	$ 324	$ 12
Mining	(3)	7	-	16	40	-	-	-	-	-
Construction	7,612	2,017	824	1,344	1,131	1,379	2,594	2,749	2,920	4,426
Manufacturing	48,483	73,634	99,250	97,363	110,407	163,434	139,031	122,914	125,856	101,850
Transportation	40	250,650	533,399	604,289	595,701	595,704	606,364	254,237	9,357	18,726
Communications and utilities:										
Communications	135,595	127,123	120,751	114,695	104,149	96,820	99,099	95,732	79,004	73,759
Electric, gas, and sanitary services	333,304	312,031	312,233	313,243	285,451	289,031	312,640	282,390	273,359	276,237
Wholesale trade	33,878	52,158	81,800	70,254	71,413	77,940	87,392	75,031	77,976	84,329
Retail trade:										
Building materials, hardware, garden supply and mobile home dealer	171,040	313,591	238,472	192,625	221,981	11	338,037	347,035	266,978	333,520
General merchandise stores	2,707	563	18,356	-	42,983	55,750	22,565	55,117	42,148	180,928
Food stores	67,873	11,855	22,709	41,680	98,022	554,739	815,834	1,134,184	1,166,678	1,244,501
Automotive dealers and gasoline service stations	96	233	1,000	820	28,995	41,786	32,370	14,624	238	378
Apparel and accessory stores	365,685	381,062	371,704	531,637	342,127	357,614	281,870	315,870	534,388	537,354
Furniture, home furnishings and equipment stores	293,989	206,491	97,512	324,891	209,465	242,608	204,257	319,487	139,483	246,673
Eating and drinking places	195,456	225,035	221,614	239,450	216,349	213,577	296,849	451,839	390,955	415,344
Miscellaneous retail	209,191	178,242	23,858	13,396	144,423	185,955	226,112	141,541	-	58,087
Finance, insurance, and real estate	9,323	11,134	16,237	14,476	26,756	14,883	46,517	19,742	951	6,347
Services:										
Hotels and motels	-	-	-	-	-	-	1,896	983	520	461
Personal services	3,442	6,921	5,043	205	13,333	11,288	11,448	64,540	53,372	48,108
Business services	40,749	14,730	120,751	7,334	2,459	10,219	21,715	358,122	389,387	64,880
Automotive repair services and garages	279	77	625	2,162	-	768	424	440	1,116	474
Miscellaneous repair services	78	19	103	120	-	-	-	-	-	497
Motion pictures	1,757	915	-	-	-	-	-	-	-	
Other services	471,676	251,942	169,808	114,695	15,116	6,868	27,612	22,166	518,741	603,216
Nonclassifiable establishments	23,101	-	47,681	15,798	55,208	91,772	28,764	25,482	17,858	21,953
	$ 2,417,964	$ 2,422,629	$ 2,505,195	$ 2,701,449	$ 2,586,607	$ 3,013,045	$ 3,607,702	$ 4,106,474	$ 4,091,609	$ 4,322,060

DEBT CAPACITY

These schedules present information to help the reader assess the affordability of the City's current levels of outstanding debt and the City's ability to issue additional debt in the future.

CITY OF NICHOLS HILLS, OKLAHOMA
RATIO OF OUTSTANDING DEBT BY TYPE
Last Ten Fiscal Years
TABLE 12

	Governmental Activities		Business-Type Activities			
Fiscal Year	General Obligation Bonds	Judgment Payable	Notes Payable	Total Primary Government	Per Capita	Per Estimated Actual Property Values
2012	21,480,000	-	-	21,480,000	5,790	0.02
2013	24,115,000	-	24,427	24,139,427	6,507	0.02
2014	25,270,000	-	22,927	25,292,927	6,818	0.02
2015	26,885,000	-	21,427	26,906,427	7,252	0.02
2016	27,869,402	-	20,756	27,890,158	7,518	0.02
2017	28,897,934	-	20,060	28,917,994	7,795	0.02
2018	28,210,000	-	19,338	28,229,338	7,609	0.02
2019	27,710,000	-	18,589	27,728,589	7,474	0.02
2020	31,980,000	-	17,812	31,997,812	8,625	0.02
2021	35,555,000	-	17,006	35,572,006	9,588	0.02

Note: Personal income and income per capita is not available for Nichols Hills area only.

CITY OF NICHOLS HILLS, OKLAHOMA
RATIO OF NET GENERAL BONDED DEBT TO ASSESSED
VALUE AND NET BONDED DEBT PER CAPITA
Last Ten Fiscal Years
TABLE 13

Fiscal Year	Population	Net Assessed Value	Gross Bonded Debt (1)	Less Debt Service Funds	Net Bonded Debt	Ratio of Net Bonded Debt to Assessed Value	Net Bonded Debt Per Capita
2012	3,710	116,115,158	21,480,000	1,027,078	20,452,922	17.61%	5,513
2013	3,710	120,733,997	24,115,000	1,267,176	22,847,824	18.92%	6,158
2014	3,710	126,437,054	25,270,000	918,294	24,351,706	19.26%	6,564
2015	3,710	134,672,745	26,885,000	814,790	26,070,210	19.36%	7,027
2016	3,710	140,350,944	27,869,402	991,871	26,877,531	19.15%	7,245
2017	3,710	146,460,012	28,897,934	4,405,804	24,492,130	16.72%	6,602
2018	3,710	151,454,332	28,210,000	1,133,503	27,076,497	17.88%	7,298
2019	3,710	159,859,531	27,710,000	1,487,593	26,222,407	16.40%	7,068
2020	3,710	163,658,717	31,980,000	1,665,138	30,314,862	18.52%	8,171
2021	3,710	170,016,700	35,555,000	1,944,297	33,610,703	19.77%	9,059

Note: Details regarding the city's outstanding debt can be found in the notes to the financial statements.

(1) Represents outstanding general obligation bonds financed through ad valorem and sales tax.

CITY OF NICHOLS HILLS, OKLAHOMA
COMPUTATION OF DIRECT AND OVERLAPPING DEBT
June 30, 2021
TABLE 14

Jurisdiction	Gross Debt Outstanding	Percentage (2) Applicable to City of Nichols Hills	Amount Applicable to City of Nichols Hills
City of Nichols Hills (1)	$35,555,000	100.00%	$35,555,000
Oklahoma City Public Schools (3)	130,129,695	5.36%	6,974,952
Metro Tech Vo-Tech (3)	4,908,408	2.89%	141,853
Oklahoma County (3)	15,691,307	0.19%	29,813
	150,729,410		7,146,618
Total Direct and Overlapping Debt	**$186,284,410**		**$42,701,618**

(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 Nichols Hills.

(3) Oklahoma Financial Survey and Municipal Bond Ratings 2021 Edition compiled by The Municipal Rating Committee of Oklahoma, Inc.; figures shown reflect bonded debt as of June 30, 2020, net of sinking fund balances and excluding judgments.

CITY OF NICHOLS HILLS, OKLAHOMA
LEGAL DEBT MARGIN INFORMATION
Last Ten Fiscal Years
TABLE 15

	Fiscal Year									
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Debt limit	$ 11,611,516	$ 12,073,400	$ 12,643,705	$ 14,035,094	$ 14,646,001	$ 14,646,001	$ 15,985,953	$ 15,985,953	$ 16,365,872	$ 17,001,670
Total net debt applicable to limit	855,367	773,737	691,027	2,857,736	6,825,690	7,037,474	6,433,875	5,992,145	7,943,909	7,905,800
Legal debt margin	$ 10,756,149	$ 11,299,663	$ 11,952,678	$ 11,177,358	$ 7,820,311	$ 7,608,527	$ 9,552,078	$ 9,993,808	$ 8,421,963	$ 9,095,870
Total net debt applicable to the limit as a percentage of debt limit	7.37%	6.41%	5.47%	20.36%	46.60%	48.05%	40.25%	37.48%	48.54%	46.50%

Legal Debt Margin Calculation for Fiscal Year 2021

Net assessed valuation	$ 170,016,700
Debt limit (10% of total assessed value)	17,001,670
Debt applicable to limit:	
General obligation bonds	35,555,000
Less: Street and public utility bonds outstanding	(27,649,200)
Total net debt applicable to limit	7,905,800
Legal debt margin	$ 9,095,870

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

CITY OF NICHOLS HILLS, OKLAHOMA
MUNICIPAL AUTHORITY
PLEDGED REVENUE COVERAGE
Last Ten Fiscal Years
TABLE 16

Fiscal Year	Gross Revenues	Direct Operating Expenses	Net Revenue Available for Debt Service	Maximum Annual Debt Service (1)	Debt Service Coverage
2012	3,617,749	1,528,564	2,089,185	-	0.00
2013	3,342,704	1,592,871	1,749,833	-	0.00
2014	3,659,370	1,377,254	2,282,116	-	0.00
2015	3,602,172	1,272,748	2,329,424	-	0.00
2016	4,242,894	1,530,239	2,712,655	-	0.00
2017	4,506,615	2,080,816	2,425,799	-	0.00
2018	4,333,961	1,829,140	2,504,821	-	0.00
2019	3,401,214	1,590,237	1,810,977	-	0.00
2020	4,411,531	1,820,668	2,590,863	-	0.00
2021	4,256,696	1,850,536	2,406,160	-	0.00

(1) Maximum annual debt service includes principal, interest and fee payments to fiscal agents for promissory note payable secured by or for which debt service is paid from trust revenues.

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DEMOGRAPHIC AND ECONOMIC INFORMATION

These schedules offer demographic and economic indicators to help the reader understand the environment within the City's financial activities take place.

CITY OF NICHOLS HILLS, OKLAHOMA
BUILDING PERMITS AND CONSTRUCTION
Last Ten Calendar Years
TABLE 17

Calendar Year	Number of Building Permits	Construction Values: Residential	Construction Values: Commercial	Construction Values: Total	Estimated Actual Value of Taxable Property
2012	152	20,510,423	4,620,080	25,130,503	1,065,474,164
2013	185	20,676,740	305,138	20,981,878	1,107,327,245
2014	165	15,729,647	382,000	16,111,647	850,211,612
2015	115	18,725,690	4,142,400	22,868,090	1,055,415,642
2016	129	25,514,864	2,489,900	28,004,764	93,897,162
2017	214	23,373,289	2,182,849	25,556,138	1,055,307,198
2018	262	55,016,242	8,707,641	63,723,883	3,567,900,209
2019	233	56,030,226	19,367,310	75,397,536	4,221,508,041
2020	174	19,702,469	630,007	20,332,476	1,138,415,331
2021	203	31,449,262	533,946	31,983,208	1,790,739,816

CITY OF NICHOLS HILLS, OKLAHOMA
DEMOGRAPHIC AND ECONOMIC STATISTICS
Last Ten Calendar Years
TABLE 18

Year	Population (1)	Median Age of Population (2)	School Enrollment (3) (in thousands)	Unemployment Rate (4)
2012	3,710	49.8	43	6.9%
2013	3,710	49.8	43	5.2%
2014	3,710	49.8	45	4.5%
2015	3,710	49.8	46	3.2%
2016	3,710	49.8	41	4.8%
2017	3,908	49.8	40	4.5%
2018	3,710	45.3	38	3.5%
2019	3,710	46.3	46	3.2%
2020	3,710	45.9	45	6.9% (5)
2021	3,710	48.3	43	3.7%

Sources:

(1) From U.S. Census Data and INCOG

(2) ODOC per 2000 Census

(3) Oklahoma City Public School District Enrollment

(4) Oklahoma Employment Security Commission, for the Oklahoma City metropolitan area

(5) U.S. Bureau of Labor Statistics

Note: Personal income and income per capita is not available for Nichols Hills area only.

CITY OF NICHOLS HILLS, OKLAHOMA
PRINCIPAL EMPLOYERS
CURRENT AND NINE YEARS AGO
TABLE 19

Employer	Product/Business	2021 Rank	2021 Employees	2021 Percentage of Total City Employment	2012 Rank	2012 Employees	2012 Percentage of Total City Employment
Oklahoma City Golf & Country Club	Private Club	1	247	7%	1	216	6%
Christ the King School & Church	Private School	2	124	3%	2	110	3%
Trader Joe's	Grocery	3	85	2%			
City of Nichols Hills	Municipal Government	4	70	2%	3	68	2%
All Soul's Episcopal Church	Church/Daycare	5	52	1%	4	40	
The Hutch	Restaurant	6	21	1%			
Cool Greens	Restaurant	7	25	1%	6	25	1%
Starbucks	Restaurant	8	20	1%			0%
Saturn Grill	Restaurant	9	18	0.5%	8	21	1%
Naifeh Fine Jewelry	Retail	10	17	0.5%			
Mamasita's Restaurant	Restaurant				5	30	1%
Coach House Restaurant	Restaurant				7	21	1%
CK & Co.	Retail				9	15	0%
Ruth Meyers	Retail				10	14	0%
Totals			679	18%		560	14%

NOTE: Information obtained from businesses above.

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OPERATING INFORMATION

These schedules contain service and infrastructure data to help the reader understand how the information in the City's financial report relates to the services the City provides and activities it performs.

CITY OF NICHOLS HILLS, OKLAHOMA
Capital Asset Statistics by Function/Program
Last Ten Fiscal Years
TABLE 20

Function/Program	Fiscal Year 2012	Fiscal Year 2013	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021
General Government										
Buildings	1	1	1	1	1	1	1	1	1	1
Police										
Stations	1	1	1	1	1	1	1	1	1	1
Patrol units	4	4	4	5	5	5	5	6	8	12
Unmarked Units				4	4	3	3	3	3	3
Motorcycles	0	0	0	0	0	0	0	0	0	0
Fire										
Stations	1	1	1	1	1	1	1	1	1	1
Trucks	2	2	2	2	2	2	2	2	2	2
Streets										
Street miles	29	29	29	29	29	29	29	29	29	29
Traffic signals	1	1	1	1	1	1	1	1	1	1
Parks and recreation										
Parks	34	34	34	34	34	34	37	37	37	37
Playgrounds	2	2	2	2	2	2	2	2	2	2
Baseball/softball diamonds	2	2	2	2	2	2	2	2	2	2
Soccer/football fields	1	1	1	1	1	1	1	1	1	1
Water										
Water mains (miles)	31	31	31	31	31	31	45	45	45	45
Fire hydrants	236	236	236	246	301	301	291	301	301	301
Storage capacity	9,000,000	9,000,000	9,000,000	9,000,000	9,000,000	8,750,000	8,750,000	8,750,000	8,750,000	8,750,000
Wastewater										
Sanitary sewers (miles)	27	27	27	27	27	27	27	27	27	27

Source: City Departments

CITY OF NICHOLS HILLS, OKLAHOMA
Full-Time Equivalent City Government Employees by Function/Program
Last Ten Fiscal Years
TABLE 21

Function/Program	Fiscal Year 2012	Fiscal Year 2013	Fiscal Year 2014	Fiscal Year 2015	Fiscal Year 2016	Fiscal Year 2017	Fiscal Year 2018	Fiscal Year 2019	Fiscal Year 2020	Fiscal Year 2021
General Government:										
City clerk	1	1	1	1	1	1	1	1	1	1
City treasurer	-	-	-	-	-	1	1	1	1	1
General government	6	6	6	6	6	9	9	9	10	10
Total General Government	**7**	**7**	**7**	**7**	**7**	**11**	**11**	**11**	**12**	**12**
Public Safety and Judiciary:										
City attorney	1	1	1	1	1	1	1	1	1	1
Police	21	21	22	21	23	21	22	21	23	23
Municipal court	2	2	2	2	2	2	2	2	2	2
Fire	14	14	14	14	14	14	14	14	14	14
Total Public Safety and Judiciary	**38**	**38**	**39**	**38**	**40**	**38**	**39**	**38**	**40**	**40**
Transportation:										
Streets	2	2	2	1	1	3	3	3	3	3
Total Transportation	**2**	**2**	**2**	**1**	**1**	**3**	**3**	**3**	**3**	**3**
Cultural, Parks and Recreation:										
Parks	1	1	1	2	2	2	2	2	2	1
Total Cultural, Parks and Recreation	**1**	**1**	**1**	**2**	**2**	**2**	**2**	**2**	**2**	**1**
Public Works:										
Water and Sewer	10	10	10	8	10	6	6	7	9	7
Sanitation	10	10	10	10	10	10	10	10	10	9
Building and Code	2	2	1	2	2	3	3	3	3	3
Total Public Works	**22**	**22**	**21**	**20**	**22**	**19**	**19**	**20**	**22**	**19**

Source: City Departments

CITY OF NICHOLS HILLS, OKLAHOMA
Operating Indicators By Function/Program
Last Ten Fiscal Years
TABLE 22

Function/Program	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Public Safety										
Police										
Number of Violations (Citations)	1,976	2,473	2,552	2,028	1,782	1,989	2,223	2,056	1,677	703
Fire										
Call Responses	528	539	544	588	571	571	587	621	638	845
Highways and Streets										
Asphalt Repairs (tons)	37	48	36	40	40	17	31	10	7	11
Culture and Recreation										
Acreage	40	40	40	40	40	40	40	40	40	40
Water and Wastewater Operations										
Number of Water Consumers	1,885	1,944	1,879	2,009	1,889	1,847	1,858	1,861	1,862	1,868
Average Daily Water Consumption										
(millions of gallons)	2	1	1	1	1	1	1	1	1	1
Number of Sewer Consumers	1,865	1,944	1,863	2,009	1,873	1,774	1,783	1,786	1,799	1,826
Solid Waste Operations										
Refuse collected (cubic yards per day)	15	21	26	27	27	35	29	38	37	43
Active Refuse Accounts	1,885	1,944	1,838	2,009	1,848	1,803	1,831	1,809	1,812	1,802

Source: City Departments

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FINLEY & COOK
CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Honorable Mayor and Members of the City Council of
the City of Nichols Hills, Oklahoma

We have audited, in accordance with the auditing standards generally accepted in the United States and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Nichols Hills, Oklahoma (the "City") as of and for the year ended June 30, 2021, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated December 2, 2021. Our report includes an explanatory paragraph disclaiming an opinion on required supplementary information.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting ("internal control") as a basis for designing the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

(Continued)

1421 East 45th Street • Shawnee, OK 74804
P: 405.878.7300 • www.finley-cook.com • F: 405.395.3300

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*, CONTINUED

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Finley + Cook, PLLC

Shawnee, Oklahoma
December 2, 2021

9.a.c

City of Nichols Hills

Nichols Hills, Oklahoma

The Auditors' Communication with Those Charged with Governance

June 30, 2021

Attachment: Ltr-Required Comm-City of Nichols Hills-FINAL (5553 : 9 Audited Financials - June 30, 2021)

FINLEY & COOK
CERTIFIED PUBLIC ACCOUNTANTS

FINLEY & COOK
CERTIFIED PUBLIC ACCOUNTANTS

December 2, 2021

Honorable Mayor and Members of the City Council of
the City of Nichols Hills, Oklahoma

We have audited the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Nichols Hills, Oklahoma (the "City") as of and for the year ended June 30, 2021, and have issued our report thereon dated December 2, 2021. Professional standards require that we provide you with the information about our responsibilities under auditing standards generally accepted in the United States and *Government Auditing Standards,* as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our engagement letter to you dated March 1, 2021. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2021. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The financial statement disclosures are neutral, consistent, and clear.

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Significant Audit Matters, Continued

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. We identified no such misstatements.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated December 2, 2021.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditors' opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants. We are aware of the City's relationship with Crawford & Associates, P.C.

Other Audit Matters or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the management's discussion and analysis, the budgetary comparison schedule—general fund, the schedule of share of net pension liability (asset)—Oklahoma Police Pension and Retirement System, the schedule of City contributions—Oklahoma Police Pension and Retirement System, the schedule of share of net pension liability—Oklahoma Firefighters Pension and Retirement System, the schedule of City contributions—Oklahoma Firefighters Pension and Retirement System, the schedule of changes in net pension liability (asset) and related ratios—Oklahoma Municipal Retirement Fund, the schedule of employer contributions—Oklahoma Municipal Retirement Fund, and the schedule of changes in total OPEB liability and related ratios, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding 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 did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining statements of non-major governmental funds, combining schedules—general fund accounts, the schedule of revenues, expenditures, and changes in fund balance—budget and actual—non-major governmental funds and major governmental funds, and the combining schedules—enterprise fund accounts (collectively referred to as the "other supplementary information"), which accompany the financial statements but are not RSI. With respect to the other supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the other supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the introductory and statistical sections, which accompany the financial statements but are not RSI. We did not audit or perform other procedures on this other information and we do not express an opinion or provide any assurance on it.

Other Required Communications

We as independent auditors are required to:

a. Communicate significant deficiencies or material weaknesses in internal control to the audit committee or its equivalent.

b. Report directly to the audit committee (or equivalent) any fraud that causes a material misstatement of the financial statements and any fraud involving senior management. Fraud perpetrated by lower-level employees is also to be reported if it resulted in an individually significant misstatement.

c. Report illegal acts that come to our attention (except those that are clearly inconsequential).

We have nothing to report.

Restriction on Use

This information is intended solely for the use of you, the City management, the City staff, and others within the City and is not intended to be, and should not be, used by anyone other than these specified parties.

Sincerely,

Finley + Cook, PLLC

THE CITY COUNCIL OF THE CITY OF NICHOLS HILLS, OKLAHOMA, MET IN REGULAR SESSION IN COUNCIL CHAMBERS AT CITY HALL, ALSO KNOWN AS TOWN HALL, 6407 AVONDALE DRIVE, NICHOLS HILLS, OKLAHOMA ON DECEMBER 14, 2021, AT 5:30 P.M.

PRESENT:

ABSENT:

Notice of the schedule of regular meetings of the governing body of the City of Nichols Hills, Oklahoma for the calendar year 2021 having been given in writing to the City Clerk of said City at 5:30 o'clock p.m. on November 10, 2020, and public notice of this meeting, setting forth the date, time, place and agenda was posted at _______o'clock ______.m. on __________________, 2021, by posting on the City's Internet website (www.nicholshills.net) the date, time, place and agenda for the meeting in accordance with Section 3106.2 of Title 74 of the Oklahoma Statutes, and was posted at the place of this meeting in prominent view and open to the public twenty-four (24) hours each day, seven (7) days each week at ________ o'clock ______.m., on ________________________, 2021, each being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and State designated legal holidays (as attached hereto), all in compliance with the Oklahoma Open Meeting Act. Further, as required by 25 O.S. § 311A(9)(b), the City made the notice of this public meeting available to the public in the principal office of the public body (6407 Avondale Drive, Nichols Hills, Oklahoma County, Oklahoma) during normal business hours at least twenty–four (24) hours prior to the meeting.

(OTHER PROCEEDINGS)

It appearing that due and legal notice had been given that said City of Nichols Hills, Oklahoma would receive bids until 11:30 a.m., local time, on this date and at this place for the sale of $6,600,000 aggregate principal amount of General Obligation Bonds, Series 2022, of said City, the governing body of said City proceeded to receive and open such bids for the purchase of said bonds at such time and place. The following bids were received and considered by said governing body:

Bidders	True Interest Cost	Premium

Each bidder was required to submit with its bid a sum in cash or its equivalent equal to two percent of its bid. After due consideration of all bids received for said bonds, a motion was made on this date and at this time by Councilmember ______________________ that said bonds be awarded, sold, and delivered to_________________________, upon fulfillment of the terms set out in said bid and contract for the purchase thereof. Said motion was seconded by Councilmember______________ and thereafter adopted by the following vote:

AYE:

NAY:

PASSED AND APPROVED DECEMBER 14, 2021.

(SEAL)

____
Mayor

ATTEST:

____
City Clerk

STATE OF OKLAHOMA)
) SS:
COUNTY OF OKLAHOMA)

I, the undersigned, the duly qualified and acting Clerk of the City of Nichols Hills, Oklahoma, hereby certify that the foregoing is a true and complete copy of the proceedings of the governing body of said City at the time bids were received for the sale of its general obligation bonds, taken at a regular meeting thereof duly held on the date therein set out, as the same appears of record in my office.

I further certify that attached hereto is a true and complete copy of the public notice of the schedule of regular meetings of the governing body of the City of Nichols Hills, Oklahoma for the calendar year 2021 having been given in writing to the City Clerk of said City at 5:30 o'clock p.m. on November 10, 2020, and public notice of this meeting, setting forth the date, time, place and agenda was posted at _______o'clock ______.m. ____________________, 2021, by posting on the City's Internet website (www.nicholshills.net) the date, time, place and agenda for the meeting in accordance with Section 3106.2 of Title 74 of the Oklahoma Statutes, and was posted at the place of this meeting in prominent view and open to the public twenty-four (24) hours each day, seven (7) days each week at __________ o'clock ______.m., on _________________, 2021, each being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and State designated legal holidays (as attached hereto), all in compliance with the Oklahoma Open Meeting Act. Further, as required by 25 O.S. § 311A(9)(b), the City made the notice of this public meeting available to the public in the principal office of the public body (6407 Avondale Drive, Nichols Hills, Oklahoma County, Oklahoma) during normal business hours at least twenty–four (24) hours prior to the meeting.

WITNESS my hand and seal on December 14, 2021.

____
City Clerk

(SEAL)

THE CITY COUNCIL OF THE CITY OF NICHOLS HILLS, OKLAHOMA, MET IN REGULAR SESSION IN COUNCIL CHAMBERS AT CITY HALL, ALSO KNOWN AS TOWN HALL, 6407 AVONDALE DRIVE, NICHOLS HILLS, OKLAHOMA ON DECEMBER 14, 2021, AT 5:30 P.M.

PRESENT:

ABSENT:

Notice of the schedule of regular meetings of the governing body of the City of Nichols Hills, Oklahoma for the calendar year 2021 having been given in writing to the City Clerk of said City at 5:30 o'clock p.m. on November 10, 2020, and public notice of this meeting, setting forth the date, time, place and agenda was posted at _______o'clock ______.m. on __________________, 2021, by posting on the City's Internet website (www.nicholshills.net) the date, time, place and agenda for the meeting in accordance with Section 3106.2 of Title 74 of the Oklahoma Statutes, and was posted at the place of this meeting in prominent view and open to the public twenty-four (24) hours each day, seven (7) days each week at ________ o'clock ______.m., on _________________________, 2021, each being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and State designated legal holidays (as attached hereto), all in compliance with the Oklahoma Open Meeting Act. Further, as required by 25 O.S. § 311A(9)(b), the City made the notice of this public meeting available to the public in the principal office of the public body (6407 Avondale Drive, Nichols Hills, Oklahoma County, Oklahoma) during normal business hours at least twenty–four (24) hours prior to the meeting.

(OTHER PROCEEDINGS)

Thereupon, the Mayor introduced an Ordinance, and upon motion by Councilmember _______________________________, seconded by Councilmember ________________________ said Ordinance was adopted by the following vote:

AYE:

NAY:

and upon motion by Councilmember ______________________________________, seconded by Councilmember ____________________________________, the question of the emergency was ruled upon separately and approved with the following vote:

AYE:

NAY:

Said Ordinance was thereupon signed by the Mayor, attested by the City Clerk, sealed with the seal of said City, and is as follows:

(To be Published By *The Journal Record*, December 16, 2021)

EMERGENCY ORDINANCE NO.

AN ORDINANCE PROVIDING FOR THE ISSUANCE OF GENERAL OBLIGATION BONDS IN THE SUM OF SIX MILLION SIX HUNDRED THOUSAND DOLLARS ($6,600,000) BY THE CITY OF NICHOLS HILLS, OKLAHOMA, AUTHORIZED AT AN ELECTION DULY CALLED AND HELD FOR SUCH PURPOSE; PRESCRIBING FORM OF BONDS; PROVIDING FOR A COMBINED BOND ISSUE DESIGNATED "GENERAL OBLIGATION BONDS, SERIES 2022"; PRESCRIBING REDEMPTION PROVISIONS; DESIGNATING BONDS FOR PURPOSES OF CERTAIN PROVISIONS OF THE INTERNAL REVENUE CODE; PROVIDING FOR REGISTRATION THEREOF; APPOINTING A PAYING-AGENT REGISTRAR FOR THE ISSUE AND MATTERS RELATED THERETO; PROVIDING FOR THE LEVY OF AN ANNUAL TAX FOR PAYMENT OF PRINCIPAL AND INTEREST ON THE BONDS; APPROVING THE FORMS OF A CONTINUING DISCLOSURE AGREEMENT AND AN OFFICIAL STATEMENT; AUTHORIZING THE APPROVAL OF A CONTINUING DISCLOSURE AGREEMENT, AN OFFICIAL STATEMENT AND OTHER CONTRACTS AND INSTRUMENTS NECESSARY TO CONSUMMATE SALE, ISSUANCE AND DELIVERY OF THE BONDS; FIXING OTHER DETAILS OF THE BOND SALE AND ISSUANCE; AND DECLARING AN EMERGENCY.

WHEREAS, on February 12, 2019, pursuant to notice duly given, an election was held in the City of Nichols Hills, Oklahoma, for the purpose of submitting to the registered qualified voters the question of the issuance of general obligation bonds of said City, which election included the following propositions: (i) $13,000,000 to provide for streets improvements; (ii) $6,550,000 to provide for water system improvements; (iii) $1,600,000 to provide for sanitary sewer system improvements; (iv) $4,050,000 to provide fire improvements; (v) $1,000,000 to provide for technology improvements; (vi) $1,000,000 to provide for public works facility improvements, (vii) $750,000 to provide for parks improvements; and (viii) $500,000 to provide for police improvements; and with all of said improvements of facilities being either exclusively owned by said City or being streets or bridges within said City, all pursuant to Article 10, Section 27 of the Constitution of the State of Oklahoma; and

WHEREAS, as shown by the canvass of the returns by the Oklahoma County Election Board at said election, there were cast by the registered, qualified voters of said City 351 votes on proposition (i) above, of which 320 were in favor of and 31 were cast against the issuance of said principal amount of bonds for such purpose; and

WHEREAS, as shown by the canvass of the returns by the Oklahoma County Election Board at said election, there were cast by the registered, qualified voters of said City 351 votes on proposition (ii) above, of which 328 were in favor of and 23 were cast against the issuance of said principal amount of bonds for such purpose; and

WHEREAS, as shown by the canvass of the returns by the Oklahoma County Election Board at said election, there were cast by the registered, qualified voters of said City 350 votes on proposition (iii) above, of which 327 were in favor of and 23 were cast against the issuance of said principal amount of bonds for such purpose; and

WHEREAS, as shown by the canvass of the returns by the Oklahoma County Election Board at said election, there were cast by the registered, qualified voters of said City 351 votes on proposition (iv) above, of which 307 were in favor of and 44 were cast against the issuance of said principal amount of bonds for such purpose; and

WHEREAS, as shown by the canvass of the returns by the Oklahoma County Election Board at said election, there were cast by the registered, qualified voters of said City 350 votes on proposition (v) above, of which 293 were in favor of and 57 were cast against the issuance of said principal amount of bonds for such purpose; and

WHEREAS, as shown by the canvass of the returns by the Oklahoma County Election Board at said election, there were cast by the registered, qualified voters of said City 348 votes on proposition (vi) above, of which 293 were in favor of and 55 were cast against the issuance of said principal amount of bonds for such purpose; and

WHEREAS, as shown by the canvass of the returns by the Oklahoma County Election Board at said election, there were cast by the registered, qualified voters of said City 348 votes on proposition (vii) above, of which 289 were in favor of and 59 were cast against the issuance of said principal amount of bonds for such purpose; and

WHEREAS, as shown by the canvass of the returns by the Oklahoma County Election Board at said election, there were cast by the registered, qualified voters of said City 350 votes on proposition (viii) above, of which 308 were in favor of and 42 were cast against the issuance of said principal amount of bonds for such purpose; and

WHEREAS, a lawful majority of the registered, qualified voters voting on the above propositions (i), (ii), (iii), (iv), (v), (vi), (vii) and (viii) cast their ballots in favor of the issuance of the indicated principal amounts of bonds for such purposes and the issuance thereof has been duly authorized; and

WHEREAS, the Council of the City of Nichols Hills, Oklahoma pursuant to Title 62, Oklahoma Statutes 2011, Sections 353 and 354, as amended, hereby deems it necessary and beneficial at the present time to sell and issue general obligation bonds with respect to the February 12, 2019, election authorization in the aggregate principal amount of $6,600,000 to finance the following corresponding projects:

• Street Bonds	$3,000,000
• Water System Bonds	$1,700,000
• Sanitary Sewer System Bonds	$700,000
• Fire Bonds	$600,000
• Technology Improvement Bonds	$500,000
• Police Bonds	$100,000
TOTAL:	$6,600,000

WHEREAS, it is deemed advisable by the Council of the City of Nichols Hills, Oklahoma to issue an aggregate principal amount of $6,600,000 of said bonds as a combined issue of general obligation bonds as authorized by Title 62, Oklahoma Statutes 2011, Sections 353 and 354, as amended.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NICHOLS HILLS, OKLAHOMA, STATE OF OKLAHOMA:

Section 1. That pursuant to Title 62, Oklahoma Statutes, Section 354, as amended, with respect to the February 12, 2019 election authorization, the $3,000,000 Streets Bonds, $1,700,000 Water System Bonds, $700,000 Sanitary Sewer System Bonds, $600,000 Fire Bonds, $500,000 Technology Improvements Bonds, and $100,000 Police Bonds are hereby combined and are hereby ordered and directed to be issued in accordance with the form as hereinafter set out, in the aggregate principal amount of Six Millions Six Hundred Thousand Dollars ($6,600,000), which Bonds shall be designated "General Obligation Bonds, Series 2022," shall be dated January 1, 2022, and shall become due and payable and bear interest from their date until paid as follows:

$550,000 maturing on July 1, 2024 at _ percent
$550,000 maturing on July 1, 2025 at _ percent
$550,000 maturing on July 1, 2026 at _ percent
$550,000 maturing on July 1, 2027 at _ percent
$550,000 maturing on July 1, 2028 at _ percent
$550,000 maturing on July 1, 2029 at _ percent
$550,000 maturing on July 1, 2030 at _ percent
$550,000 maturing on July 1, 2031 at _ percent
$550,000 maturing on July 1, 2032 at _ percent
$550,000 maturing on July 1, 2033 at _ percent
$550,000 maturing on July 1, 2034 at _ percent
$550,000 maturing on July 1, 2035 at _ percent

Interest on the bonds shall be payable semi-annually on the 1st day of January and the 1st day of July of each year, commencing on July 1, 2023. The bonds are issuable as registered Bonds in denominations of $5,000.00 or any integral multiple thereof, provided when a book entry system is utilized, the Bonds may be represented by one Bond for each maturity of Bonds.

Section 2. That each of said Bonds and the endorsements and certificates thereon shall be in substantially the following form:

[FORM OF REGISTERED BOND]

UNITED STATES OF AMERICA
STATE OF OKLAHOMA

NO. _________ $550,000

CITY OF NICHOLS HILLS, OKLAHOMA

GENERAL OBLIGATION BOND

SERIES 2022

INTEREST RATE	MATURITY DATE	DATED	CUSIP NO.
		January 1, 2024	____________

REGISTERED OWNER: CEDE & CO.

PRINCIPAL AMOUNT: SIX MILLION SIX HUNDRED THOUSAND DOLLARS

KNOW ALL PEOPLE BY THESE PRESENTS: That the City of Nichols Hills, Oklahoma hereby acknowledges itself indebted to and for value received, promises to pay the principal amount set forth above to the person named above or registered assigns (hereinafter called the “Registered Holder”), for the bond number(s) set forth above, together with interest thereon at the rate specified hereon, (computed on the basis of a 360-day year of twelve 30-day months), from the date hereof until paid, payable semi-annually on the 1st day of January and July, respectively, in each year, beginning July 1, 2023.

If this Bond is held in book-entry-only form, it will be registered in the name of the Securities Depository or its nominee, which will initially be Cede & Co., as nominee for The Depository Trust Company. Payments of interest on and principal of this Bond shall be made to the Securities Depository in accordance with its procedures. If this Bond is not held in book-entry-only form, interest hereon shall be payable by check or draft mailed to the registered owner hereof at the address as it appears on the books of registry (as of the fifteenth day of the month next preceding each interest payment date) kept by BOKF, NA, Oklahoma City, Oklahoma, as paying agent and registrar for the Bonds (the "Paying Agent-Registrar"). Payment of principal on this Bond will be made at the principal office of the Paying Agent-Registrar, or at the principal office of a successor Paying Agent-Registrar. Both the principal of and interest on this Bond are payable in any coin or currency of the United States of America, which, at the respective dates of payment thereof, is legal tender for the payment of public and private debts.

THE FULL FAITH, CREDIT AND RESOURCES of said City are hereby irrevocably pledged to the payment of this Bond.

THIS BOND is one of an issue of like date and tenor, except as to date of maturity, rate of interest, redemption provision, and denomination, aggregating the principal sum of Six Million Six Hundred Thousand Dollars ($6,600,000). This Bond, and the Bonds of the issue of which it is one, has been issued for the following purposes with respect to the February 12, 2019 election authorization of the City (i) $3,000,000 for streets improvements within the City, (ii) $1,700,000 for water system improvements, (iii) $700,000 for sanitary sewer system improvements, (iv) $600,000 for fire improvements, (v) $500,000 for technology improvements, and (vi) $100,000 for police improvements, with all of said improvements or facilities being either exclusively owned by said City or being streets or bridges within said City, and being voted and issued pursuant to Section 27, Article 10, of the Constitution of the State of Oklahoma and statutes of the State of Oklahoma complementary, supplementary and enacted pursuant thereto.

The Bonds maturing in the years 2024 through 2028 are not subject to redemption prior to maturity. The General Obligation Bonds, Series 2022 maturing in the years 2029 through 2035 are subject to redemption at the option of the City on any date on or after July 1, 2028, at the principal amount thereof, plus accrued interest to the date of redemption. If less than all of the Bonds are to be redeemed and if less than all of a maturity is to be redeemed, the Paying Agent/Registrar shall determine by lot the Bonds, or portions thereof, within such maturity to be redeemed.

Notice of redemption shall be given by the Paying Agent-Registrar by mailing notice thereof to the registered owners not less than 30 days prior to the redemption date and as otherwise required by law. Interest on any bond or bonds so called for redemption shall cease on the redemption date designated in the notice.

No person shall be entitled to any right or benefit provided in this Bond unless the name of such person is registered by the Paying Agent-Registrar in the Registration Record maintained in its corporate trust office in Oklahoma City, Oklahoma. This Bond shall be transferable only upon delivery of this Bond to the Paying Agent-Registrar, duly endorsed or accompanied by a written instrument of transfer in form satisfactory to the Paying Agent-Registrar, duly executed by the Registered Holder hereof or his attorney duly authorized in writing, and such transfer registered in the Registration Record. The Paying Agent-Registrar shall not be required to make such transfer after the fifteenth (15th) day preceding any interest payment date until after said latter date. The name of the Registered Holder endorsed hereon shall be deemed the correct name of the owner of this Bond for all purposes whatsoever. The Paying Agent-Registrar will keep the Registration Record open for registration of ownership of registered Bonds during its business hours. In the event of a change of Paying Agent-Registrar for any reason, notice thereof shall be mailed, by registered or certified United States mail, postage prepaid, to the Registered Holder at the address shown in the Registration Record, and such notice shall be effective on the date of mailing and sufficient as to all persons.

IT IS HEREBY CERTIFIED AND RECITED that all acts, conditions and things required to be done, precedent to and in the issuance of this Bond have been properly done, happened and been performed in regular and due form and time as required by law, and that the total indebtedness of said City, including this Bond, and the series of which it forms a part, does not exceed any constitutional or statutory limitation; and that due provision has been made for the collection of an annual tax sufficient to pay the interest on this Bond as it falls due and also to constitute a sinking fund for the payment of the principal hereof at maturity.

IN WITNESS WHEREOF, said City has caused this Bond to be executed with the manual or facsimile signature of its Mayor, attested with the manual or facsimile signature of its Clerk, and sealed with a facsimile seal of the City as of January 1, 2022.

____
Mayor

(SEAL)
ATTEST:

____
City Clerk

***

AUTHENTICATION CERTIFICATE

Date of Registration
and Authentication: ____________________

This Bond is one of the General Obligation Bonds, Series 2022 of the City of Nichols Hills, Oklahoma, Oklahoma County, Oklahoma described herein.

____
Authorized Officer

***

STATE OF OKLAHOMA)
) SS
COUNTY OF OKLAHOMA)

We, the undersigned, District Attorney and County Clerk, respectively, of said County, in said State, in which the within named City is situated, hereby certify that the within Bond is one of a series of Bonds issued by the within named City pursuant to law, and that the entire issue of said Bonds is within the debt limit imposed upon said City by the Constitution and laws of the State of Oklahoma.

WITNESS our respective officials' hands and the seal of said County as of ____________ ____________, 2021.

____
District Attorney, District Number 7

____
County Clerk, Oklahoma County

***

FORM OF ASSIGNMENT

For value received, the undersigned hereby sells, assigns and transfers unto ____ the within Bond and does hereby irrevocably constitute and appoint _____________________________________ attorney to transfer such Bond on the books kept for registration and transfer of the within Bond, with full power of substitution in the premises.

Dated: ___________________

In the presence of: Signature guaranteed by:

_________________________ __________________________________

***

STATE OF OKLAHOMA)
) SS
COUNTY OF OKLAHOMA)

I, the undersigned, the duly qualified and acting Treasurer of the within named City in said County and State, hereby certify that I have duly registered the within Bond in my office as of ________________________, 2021.

Witness my hand the date above written.

____
City Treasurer

***

STATE OF OKLAHOMA
OFFICE OF THE ATTORNEY GENERAL
BOND DEPARTMENT ________________, 2021

I HEREBY CERTIFY that I have examined a certified copy of the record of proceedings taken preliminary to and in the issuance of the within Bond; that such proceedings and such Bond show lawful authority for the issue and are in accordance with the forms and method of procedure prescribed and provided by me for the issuance of Bonds of like kind; and that said Bond is a valid and binding obligation, according to its tenor and terms and, under the provisions of Title 62, Oklahoma Statutes 2011, Sections 11, 13 and 14, requiring the certificate of the Bond Commissioner of the State of Oklahoma thereon, is incontestable in any court in the State of Oklahoma unless suit thereon shall be brought in a court having jurisdiction of the same within thirty days from the date of this approval of said Bond appearing in the caption hereto.

____
Attorney General
Ex-Officio Bond Commissioner
of the State of Oklahoma

***

[END OF FORM OF BOND]

Section 3. That each of said Bonds shall be executed by manual or facsimile signature of the Mayor and have the facsimile corporate seal of said City imprinted thereon, and be attested by the Clerk of said City by manual or facsimile signature; that said officers be and hereby are authorized and directed to cause said Bonds to be prepared and to execute the same for and on behalf of said City, have the same registered by the Treasurer, endorsed by the District Attorney and County Clerk and presented to the Attorney General, Ex-Officio Bond Commissioner, together with a certified transcript of all proceedings had in connection with their issue, for the approval and endorsement of the Attorney General, Ex-Officio Bond Commissioner, that thereafter said Bonds shall be delivered to the purchaser upon payment of the purchase price thereof, which shall not be less than par and accrued interest. The proceeds derived from the sale of said Bonds shall be placed in a special fund and used solely for the purpose of providing funds for the purposes set out in the Form of Registered Bond in Section 2 hereof.

Section 4. Whenever any registered Bond or Bonds shall be exchanged for another registered Bond or Bonds of different denomination, the Paying Agent-Registrar shall cancel the Bond or Bonds surrendered in such exchange on the face thereof and on the Registration Record. If the supply of registered Bonds for making exchanges shall have been exhausted, the Paying Agent-Registrar shall cause additional registered Bonds to be prepared, at the expense of the City. The City covenants that upon request of the Paying Agent-Registrar, its appropriate officers promptly will execute such additional registered Bonds on behalf of the City.

Section 5. The Paying Agent-Registrar for all registered Bonds issued pursuant to this Ordinance shall be BOKF, NA, Oklahoma City, Oklahoma, which shall maintain a Registration Record in its corporate trust office in Oklahoma City, Oklahoma for the purpose of registering the name and address of the Registered Holder of each registered Bond. The Paying Agent-Registrar will keep the Registration Record open for registrations during its business hours. In the event of a change of Paying Agent-Registrar, notice thereof shall be mailed, registered or certified United

States Mail, postage prepaid, to the Registered Holder of each registered Bond. The name and address of the Registered Holder as the same appears on the Registration Record shall be conclusive evidence to all persons and for all purposes whatsoever and no person other than the Registered Holder shown on the Registration Record shall be entitled to any right or benefit in relation to the Bond so registered; provided, that the foregoing shall not apply to any successor by operation of law of such Registered Holder. Registered Bonds shall be transferable only upon delivery of such Bonds to the Paying Agent-Registrar, duly endorsed or accompanied by a written instrument of transfer in form satisfactory to the Paying Agent-Registrar, executed by the Registered Holder thereof or his attorney duly authorized in writing, and such transfer registered on the Registration Record. If the form of Assignment of such Bonds is exhausted, such Registered Bonds delivered to the Paying Agent-Registrar for registration of transfer shall be canceled by the Paying Agent-Registrar on the face thereof and the Paying Agent-Registrar shall authenticate and deliver to the transferee Bonds in aggregate principal amount equal to the unpaid principal of the surrendered Bonds in new registered Bonds, in denominations of $5,000.00 or any integral multiple thereof. The Paying Agent-Registrar shall not be obligated to make such transfer after the fifteenth (15th) day preceding any interest payment date until after said latter date. The Record Date for the Bonds shall be the 15th day, whether or not such is a business day, of the calendar month preceding each interest payment date on the Bonds.

Section 6. There is hereby created and established a system of registration for uncertificated registered public obligations with respect to the Bonds as provided in the Registered Public Obligations Act of Oklahoma, Title 62 Oklahoma Statutes 2011, Section 582(13)(b), whereby books shall be maintained on behalf of the City by the Depository Trust Company, New York, New York, for the purpose of registration of transfer of the uncertificated registered public obligations with respect to the Bonds which specify the persons entitled to the Bonds and the rights evidenced thereby shall be registered upon such books, and the Mayor and Clerk (or in their absence or incapacity, the Vice Mayor and Deputy Clerk, respectively) are hereby authorized and directed to execute such documents and instruments as may be required to implement the foregoing system of registration.

Section 7. The Bonds maturing in the years 2024 through 2028, inclusive, shall not be subject to redemption prior to maturity. The Bonds maturing in the years 2029 through 2035, inclusive, and thereafter, shall be subject to redemption at the option of the City on any date on or after July 1, 2028, at the principal amount thereof plus accrued interest to the date fixed for redemption. If less than all of the Bonds are to be redeemed and if less than all of a maturity is to be redeemed, the Paying Agent/Registrar shall determine by lot the Bonds, or portions thereof, within such maturity to be redeemed.

Section 8. That beginning with the fiscal year beginning in the year 2022, a continuing annual tax sufficient to pay the interest on said Bonds when due and for the purpose of providing a sinking fund with which to pay the principal of said Bonds when due shall be and is hereby ordered levied upon all taxable property in said City, in addition to all other taxes, said sinking fund to be designated "General Obligation Bonds, Series 2022 Sinking Fund." Said tax shall be and is hereby ordered certified, levied and extended upon the tax rolls and collected by the same officers, in the same manner and at the same time as the taxes for general purposes in each of said years are certified, levied, extended and collected; that all funds derived from said tax shall be placed in said sinking fund, which, together with any interest collected on same, shall be irrevocably pledged to the payment of the interest on and principal of said Bonds when and as the same fall due.

Section 9. The Continuing Disclosure Agreement and Official Statement, forms of which are provided herewith and incorporated herein by reference, are hereby approved and the Mayor and City Clerk (or in their absence or incapacity, the Vice Mayor and Deputy Clerk, respectively) are authorized to execute the Continuing Disclosure Agreement and the Mayor or City Manager is authorized to sign the Official Statement for and on behalf of the City.

A Continuing Disclosure Agreement, as a material inducement to the Purchaser(s) of the Bonds, in substantially the form of the draft thereof presented at the meeting at which this Ordinance is adopted and to be dated the date of initial delivery of the Bonds, is hereby authorized to be executed and delivered by the Mayor and Clerk (or in their absence or incapacity, the Vice Mayor and Deputy Clerk, respectively). The City hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Agreement. Notwithstanding any other provision of this Ordinance, failure of the City to comply with the Continuing Disclosure Agreement shall not be considered an event of default on the Bonds; however, any Bondholder may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the City to comply with its obligations under this Section. "Continuing Disclosure Agreement" shall mean that certain Continuing Disclosure Agreement executed by the City and dated the date of issuance and delivery of the Bonds, as originally executed and as it may be amended from time to time in accordance with the terms thereof.

The City hereby covenants and agrees for the benefit of the Bondholders to provide annual financial information on the City in accordance with the Continuing Disclosure Agreement and to provide, in a timely manner, notice of events specified in paragraph (b)(5)(i)(C) of Rule 15c2-12 promulgated by the Securities and Exchange Commission. The annual financial information and any notices of material events will be provided by the City to the Municipal Securities Rulemaking Board via the Electronic Municipal Market Access System ("EMMA") @ www.emma.msrb.org.

The City authorizes the use of the Official Statement in connection with the sale of the Bonds by the purchasers thereof.

Section 10. The Mayor (or Vice Mayor in the absence of the Mayor) is authorized and directed on behalf of the City to execute and deliver the Bonds upon receipt of the purchase price and to direct disbursement of proceeds received from the sale of the Bonds, to include payment of the costs and expenses of issuance of the Bonds, and further to approve, execute, and deliver all bond, securities, tax and security documents, contracts and certifications necessary to consummate issuance of the Bonds, including but not limited to the Official Bid Form and contracts with the Paying Agent-Registrar, financial adviser, bond counsel and others providing services with respect to issuance of the Bonds.

Section 11. The City reasonably anticipates that the aggregate amount of "qualified tax-exempt obligations" (as defined in section 265(b)(3)(B) of the Internal Revenue Code of 1986, as amended (the "Code")), which will be issued by the City and all subordinate entities thereof during calendar year 2022 will not exceed $10,000,000, and hereby covenants and agrees, as a material inducement and consideration to the purchasers of its Bonds, that neither the City nor any subordinate entity thereof will, during calendar year 2022, issue "qualified tax-exempt obligations" (as defined in Section 265(b)(3)(B) of the Code), in an aggregate amount exceeding $10,000,000. Further, it is the purpose and intent of this Ordinance that the Bonds shall constitute and the Bonds are hereby designated as "qualified tax-exempt obligations" as defined in Section 265(b)(3)(B) of the Code, in order that the purchasers of the Bonds may avail themselves of the exception contained in said Section 265(b)(3)(B) of the Code with respect to interest incurred to carry tax-exempt bonds. The City hereby covenants and agrees that it will not designate as "qualified tax-exempt obligations" more than $10,000,000 in aggregate amount of obligations issued by the City or any subordinate entity thereof during calendar year 2022. Notwithstanding other provisions of this section, the City and other related entities may issue obligations, provided that the issuance of such obligations do not disqualify the Bonds as "qualified tax-exempt obligations" as defined by Section 265(b)(3)(B) of the Code. The City hereby covenants and agrees with the purchasers of the Bonds to take such further actions and execute such documents and instruments as may be necessary or proper to carry out the intent of this Ordinance, including a Certificate of Designation, and/or as may be in furtherance of the issuance of the Bonds, and the Mayor (or Vice Mayor in the absence of the Mayor) is hereby authorized, empowered and directed to take such actions and execute such documents as may be deemed necessary or proper from time to time.

Section 12. The Mayor, Vice Mayor, City Manager, Treasurer, Director of Finance and City Clerk are hereby authorized and directed to execute, separately or jointly, and deliver such documents and take such other action as may be necessary or appropriate in order to effectuate the issuance, execution and delivery of the Bonds, including specifically, but not limited to, engagement letters and contracts for professional services associated with the issuance of the Bonds, the Bond forms, tax or tax compliance documents, closing certificates, continuing disclosure or other security or securities-related documents, scope of services agreements for professional services associated with issuance of the Bonds, disbursement orders for Bond proceeds and other disbursement orders, or any other letter, representation or certification otherwise necessary and attendant to the issuance and delivery of the Bonds.

Section 13. Emergency Declared. It is the judgment of the City Council that by reason of the City being without adequate streets improvements, water system improvements, sanitary sewer system improvements, fire improvements, technology improvements, and police improvements, it is deemed and hereby declared necessary for the immediate preservation of peace, welfare, health and safety that this Ordinance become effective immediately and without delay. Wherefore, an emergency is hereby declared to exist and this Ordinance shall be in force and effect immediately from and after its passage, approval and publication.

PASSED AND APPROVED ON DECEMBER 14, 2021.

(SEAL) ______________________________
Mayor

ATTEST:

____
City Clerk

STATE OF OKLAHOMA)
) SS
COUNTY OF OKLAHOMA)

I, the undersigned, the duly qualified and acting Clerk of the City of Nichols Hills, Oklahoma, hereby certify that the foregoing is a true and complete copy of an Ordinance authorizing the issuance of Bonds for the purpose therein set out adopted by the governing body of said City and transcript of proceedings had by said governing body at a regular meeting thereof held on the date therein set out, insofar as the same relates to the introduction, reading and adoption thereof as the same appears of record in my office.

I further certify that attached hereto is a true and complete copy of the public notice of the schedule of regular meetings of the governing body of the City of Nichols Hills, Oklahoma for the calendar year 2021 having been given in writing to the City Clerk of said City at 5:30 o'clock p.m. on November 10, 2020, and public notice of this meeting, setting forth the date, time, place and agenda was posted at _______o'clock ______.m. ____________________, 2021, by posting on the City's Internet website (www.nicholshills.net) the date, time, place and agenda for the meeting in accordance with Section 3106.2 of Title 74 of the Oklahoma Statutes, and was posted at the place of this meeting in prominent view and open to the public twenty-four (24) hours each day, seven (7) days each week at __________ o'clock ______.m., on _________________, 2021, each being twenty-four (24) hours or more prior to this meeting, excluding Saturdays, Sundays and State designated legal holidays (as attached hereto), all in compliance with the Oklahoma Open Meeting Act. Further, as required by 25 O.S. § 311A(9)(b), the City made the notice of this public meeting available to the public in the principal office of the public body (6407 Avondale Drive, Nichols Hills, Oklahoma County, Oklahoma) during normal business hours at least twenty–four (24) hours prior to the meeting.

WITNESS my hand and seal on________________, 2021.

____
City Clerk

(SEAL)

CONTINUING DISCLOSURE AGREEMENT

This Continuing Disclosure Agreement dated _______________________20__, (this "Disclosure Agreement"), is executed and delivered by the City of Nichols Hills, Oklahoma (the "Issuer") in connection with the issuance of its General Obligation Bonds, Series 2022 (the "Bonds"). The Bonds are being issued pursuant to a separate Ordinance dated as of December 14, 2021 (the "Bond Ordinance"). The Issuer hereby covenants and agrees as follows:

Section 1. Purpose of the Disclosure Agreement. This Disclosure Agreement is being executed and delivered by the Issuer for the benefit of the Holders and Beneficial Owners of the Bonds and in order to assist each Participating Underwriter in complying with Rule 15c2-12(b)(5) of the Securities and Exchange Commission (the "Commission"). The Issuer represents that it will be the only "obligated person" (as defined in the Rule) with respect to the Bonds at the time the Bonds are delivered to each Participating Underwriter and that no other person presently is expected to become an obligated person with respect to the Bonds at any time after the issuance of the Bonds.

Section 2. Definitions. In addition to the definitions set forth in the Bond Ordinance, which apply to any capitalized term used in this Disclosure Agreement unless otherwise defined in this Section, the following capitalized terms shall have the following meanings:

"*Annual Report*" shall mean any Annual Report provided by the Issuer pursuant to, and as described in, Sections 3 and 4 of this Disclosure Agreement.

"*Beneficial Owner*" shall mean any person which (a) has the power, directly or indirectly, to vote or consent with respect to, or to dispose of ownership of, any Bonds (including persons holding Bonds through nominees, depositories or other intermediaries), or (b) is treated as the owner of any Bonds for federal income tax purposes.

"*CAFR*" shall mean any Comprehensive Annual Financial Report of the Issuer.

"*Dissemination Agent*" shall mean any entity designated by the Issuer to act as the Dissemination Agent hereunder.

"*EMMA*" means the MSRB's Electronic Municipal Market Access System. Reference is made to Commission Release No. 34-59062, December 8, 2008 (the "*Release*") relating to the EMMA system for municipal securities disclosure effective on July 1, 2009.

"*Financial Obligation*" shall mean a (i) debt obligation; (ii) derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation; or (iii) guarantee of (i) or (ii). The term "Financial Obligation" shall not include municipal securities (as defined in the Securities Exchange Act of 1934, as amended) as to which a final official statement (as defined in the Rule) has been provided to the MSRB consistent with the Rule.

"*Listed Event*" shall mean any of the events listed in Exhibit B to this Disclosure Agreement with respect to the Bonds.

"*Listed Event Notice*" means notice of a Listed Event in Prescribed Form.

"*MSRB*" means the Municipal Securities Rulemaking Board established pursuant to Section 15B(b)(1) of the Securities Exchange Act of 1934, as amended.

"*Official Statement*" means the "final official statement," as defined in the paragraph (f)(3) of the Rule, relating to the Bonds. The final official statement related to the Bonds is dated December 8, 2020.

"*Participating Underwriter*" shall mean each broker, dealer or municipal securities dealer acting as an underwriter in any primary offering of the Bonds.

"*Paying Agent*" means the registrar and paying agent for the Bonds, which initially is BOKF, NA, Oklahoma City, Oklahoma.

"*Prescribed Form*" means, with regard to the filing of Annual Report and notices of Listed Events with the MSRB at *www.emma.msrb.org* (or such other address or addresses as the MSRB may from time to time specify), such electronic format, accompanied by such identifying information, as shall have been prescribed by the MSRB and which shall be in effect on the date of filing of such information.

"*Rule*" means Rule 15c2-12 promulgated by the Commission under the Securities Exchange Act of 1934 (17 CFR Part 240, §240.15c2-12), as in effect on the date of this Disclosure Agreement, including any official interpretations thereof.

"*State*" shall mean the State of Oklahoma.

Section 3. Provision of Annual Reports.

(a) The Issuer shall, or shall cause the Dissemination Agent to, not later than 270 days after the end of the Issuer's fiscal year (presently July 1 through June 30), commencing with the report for the fiscal year ended June 30, 2021, provide to the MSRB in Prescribed Form (with a copy to the Paying Agent) the Annual Report which is consistent with the requirements of Section 4 of this Disclosure Agreement. The Annual Report may be submitted as a single document or as separate documents comprising a package, and may include by reference other information as provided in Section 4 of this Disclosure Agreement; *provided* that the audited financial statements of the Issuer may be submitted separately from the balance of the Annual Report and later than 270 days after the end of the Issuer's fiscal year if they are not available by that date but within 10 business days after they become available. If the Issuer's fiscal year changes, it shall give notice of such change in the same manner as for a Listed Event under Section 5 of this Disclosure Agreement.

(b) If the Issuer fails to provide an Annual Report to the MSRB by the date required in subsection (a), the Issuer shall send a notice of such failure to the MSRB and to the Paying Agent by a date not in excess of 10 business days after the occurrence of such failure.

Section 4. Content of Annual Reports. The Issuer's Annual Report shall contain or include by reference the following:

(a) Annual audited financial statements (unless provided at a later date, as specified in Section 3(a) above) of the Issuer and an annual update of the financial and operating data of the Issuer, to the same extent as provided in those portions identified in Exhibit A hereto. Such information may be included in a single document such as the Issuer's CAFR. When such descriptions include information that no longer can be generated because the operations to which it related have been materially changed or discontinued, a statement to that effect shall be provided in lieu of such information. Any annual financial and operating data containing modified financial information or operating data shall explain, in narrative form, the reasons for the modification and the impact of the modification on the type of financial information or operating data being provided.

(b) The audited financial statements of the Issuer for the prior fiscal year, prepared in accordance with generally accepted accounting principles ("GAAP") as promulgated to apply to governmental entities from time to time by the Governmental Accounting Standards Board; provided, however, that the Issuer may from time to time, if required by federal or State legal requirements, modify the basis upon which its financial statements are prepared. Notice of any such modification shall be provided to the MSRB and to the Paying Agent, and shall include a reference to the specific federal or State law or regulation describing such accounting basis. If the Issuer's audited financial statements are not available by the time the Annual Report is required to be filed pursuant to Section 3(a), the Annual Report shall contain unaudited financial statements in a format similar to the financial statements contained in the Official Statement, and the audited financial statements shall be filed in the same manner as the Annual Report within 10 business days of when they become available.

Any or all of the items listed above may be included by specific reference to other documents, including official statements of debt issues of the Issuer or related public entities, which are available to the public on the MSRB's internet website or filed with the Commission. If the document included by reference is a final official statement, it must be available from the MSRB. The Issuer shall clearly identify each such other document so included by reference.

Section 5. Disclosure of Listed Events. The Issuer hereby covenants that it will disseminate in a timely manner, not in excess of 10 business days after the occurrence of the event, a Listed Event Notice to the MSRB in Prescribed Form with a copy to the Paying Agent. Notwithstanding the foregoing, notice of optional or unscheduled redemption of any Bonds need not be given under this Disclosure Agreement any earlier than the notice (if any) of such redemption is given to the owners of the Bonds. The Issuer is required to deliver such Listed Event Notice in the same manner as provided by Section 3(a) of this Disclosure Agreement.

Section 6. Duty To Update EMMA/MSRB. The Issuer shall determine, in the manner it deems appropriate, whether there has occurred a change in the MSRB's e-mail address or filing procedures and requirements under EMMA each time it is required to file information with the MSRB.

Section 7. Termination of Reporting Obligation. The Issuer's obligations under this Disclosure Agreement shall terminate upon the legal defeasance, prior redemption or payment in full of all of the Bonds, respectively. If such termination occurs prior to the final maturity of the Bonds, the Issuer shall give notice of such termination in the same manner as for a Listed Event Notice under Section 5.

Section 8. Dissemination Agent. The Issuer may, from time to time, appoint or engage a Dissemination Agent to assist it in carrying out its obligations under this Disclosure Agreement, and may discharge any such Agent, with or without appointing a successor Dissemination Agent. The Dissemination

Agent shall not be responsible in any manner for the content of any notice or report prepared by the Issuer pursuant to this Disclosure Agreement.

Section 9. Amendment; Waiver. Notwithstanding any other provision of this Disclosure Agreement, the Issuer may amend this Disclosure Agreement, and any provision of this Disclosure Agreement may be waived, provided that the following conditions are satisfied:

(a) If the amendment or waiver relates to the provisions of Sections 3(a), 4, or 5, it may only be made in connection with a change in circumstances that arises from a change in legal requirements, change in law, change in interpretation of the Rule or change in the identity, nature or status of an obligated person with respect to the Bonds, or the type of business conducted;

(b) The undertaking, as amended or taking into account such waiver, would, in the opinion of nationally recognized bond counsel, have complied with the requirements of the Rule at the time of the original issuance of the Bonds, after taking into account any amendments or interpretations of the Rule, as well as any change in circumstances; and

(c) The amendment or waiver either (i) is approved by the Holders of the Bonds in the same manner as provided in the Bond Ordinance for amendments to the Bond Ordinance with the consent of Holders, or (ii) does not, in the opinion of nationally recognized bond counsel, materially impair the interests of the Holders or Beneficial Owners of the Bonds.

In the event of any amendment or waiver of a provision of this Disclosure Agreement, the Issuer shall describe such amendment in the next Annual Report, and shall include, as applicable, a narrative explanation of the reason for the amendment or waiver and its impact on the type (or, in the case of a change of accounting principles, on the presentation) of financial information or operating data being presented by the Issuer. In addition, if the amendment relates to the accounting principles to be followed in preparing financial statements, (i) notice of such change shall be given in the same manner as for a Listed Event Notice under Section 5, and (ii) the Annual Report for the year in which the change is made should present a comparison (in narrative form and also, if feasible, in quantitative form) between the financial statements as prepared on the basis of the new accounting principles and those prepared on the basis of the former accounting principles.

Section 10. Additional Information. Nothing in this Disclosure Agreement shall be deemed to prevent the Issuer from disseminating any other information, using the means of dissemination set forth in this Disclosure Agreement or any other means of communication, or including any other information in any Annual Report or Listed Event Notice, in addition to that which is required by this Disclosure Agreement. If the Issuer chooses to include any information in any Annual Report or Listed Event Notice in addition to that which is specifically required by this Disclosure Agreement, the Issuer shall have no obligation under this Disclosure Agreement to update such information or include it in any future Annual Report or Listed Event Notice.

Section 11. Default. In the event of a failure of the Issuer to comply with any provision of this Disclosure Agreement, any Holder or Beneficial Owner of the Bonds may take such actions as may be necessary and appropriate, including seeking mandamus or specific performance by court order, to cause the Issuer to comply with its obligations under this Disclosure Agreement. A default under this Disclosure Agreement shall not be deemed an Event of Default under the Bond Ordinance, and the sole remedy under this Disclosure Agreement in the event of any failure of the Issuer to comply with this Disclosure Agreement shall be an action to compel performance.

Section 12. Duties, Immunities and Liabilities of Dissemination Agent. The Bond Ordinance is hereby made applicable to this Disclosure Agreement as if this Disclosure Agreement were (solely for this purpose) contained in the Bond Ordinance. The Dissemination Agent shall have only such duties as are specifically set forth in this Disclosure Agreement, and the Issuer agrees to indemnify and save the Dissemination Agent, its officers, directors, employees and agents, harmless against any loss, expense and liabilities which it may incur arising out of or in the exercise or performance of its powers and duties hereunder, including the costs and expenses (including attorneys fees) of defending against any claim of liability, but excluding liabilities due to the Dissemination Agent's negligence or willful misconduct. The obligations of the Issuer under this Section shall survive resignation or removal of the Dissemination Agent.

Section 13. Beneficiaries. This Disclosure Agreement shall inure solely to the benefit of the Issuer, the Dissemination Agent, each Participating Underwriter and Holders and Beneficial Owners from time to time of the Bonds, and shall create no rights in any other person or entity.

Section 14. Recordkeeping. The Issuer shall maintain records of all filings of Annual Reports and Listed Event Notices, including the content of such disclosure, the names of the entities with whom such disclosure was filed and the date of filing such disclosure.

Section 15. Counterparts. This Disclosure Agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

[Signatures on next page]

IN WITNESS WHEREOF, the Issuer has executed this Continuing Disclosure Agreement and has caused its official seal to be hereunto affixed and attested by an authorized representative, all as of the date first above written.

CITY OF NICHOLS HILLS, OKLAHOMA

By: ________________________________
Mayor

(SEAL)

ATTEST:

____
City Clerk

EXHIBIT A

DESCRIPTION OF PORTIONS OF OFFICIAL STATEMENT REQUIRING ANNUAL UPDATE

To the extent that substantially all such information is not already included in the audited financial statements or Comprehensive Annual Financial Report, financial information of the type, but not necessarily in the same form, exclusive of information only applicable to 2021, as set forth in certain tables under the captions "Tax Levy and Collection Procedures" and "Financial Information" in the Issuer's Official Statement relating to the Bonds.

EXHIBIT B

EVENTS WITH RESPECT TO THE BONDS FOR WHICH LISTED EVENT NOTICES ARE REQUIRED

1. Principal and interest payment delinquencies.

2. Nonpayment-related defaults, if material.

3. Unscheduled draws on debt service reserves reflecting financial difficulties.

4. Unscheduled draws on credit enhancements reflecting financial difficulties.

5. Substitution of credit or liquidity providers, or their failure to perform.

6. Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the security, or other material events affecting the tax status of the security.

7. Modifications to rights of security holders, if material.

8. Bond calls, if material, and tender offers.

9. Defeasances.

10. Release, substitution or sale of property securing repayment of the securities, if material.

11. Rating changes.

12. Bankruptcy, insolvency, receivership or similar event of the Issuer[1].

13. The consummation of a merger, consolidation or acquisition involving the Issuer or the sale of all or substantially all of the assets of the Issuer, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material.

14. Appointment of a successor or additional paying agent or the change of name of a paying agent, if material.

15. Incurrence of a financial obligation of the Issuer, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a financial obligation of the Issuer, any of which affect the security holders, if material[2].

16. Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a financial obligation of the Issuer, any of which reflect financial difficulties[2].

---

[1] This event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent or similar officer for the Issuer in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the Issuer, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the Issuer.

[2] The Issuer intends to comply with Listed Events numbered 15 and 16 above, and the definition of "Financial Obligation", with reference to the Rule, any other applicable federal securities laws and the guidance provided by the Securities and Exchange Commission in Release No. 34-83885, dated August 20, 2018 (the "***2018 Release***"), and any further amendments or written guidance provided by the Securities and Exchange Commission or its staff with respect to the amendments to the Rule effected by the 2018 Release.

Published in ________________________________ on _____________ ___, 2021

ORDINANCE NO. ____________

AN ORDINANCE AMENDING CHAPTER 50 OF THE NICHOLS HILLS CITY CODE REGARDING CERTAIN DEFINED TERMS RELATED TO DEVELOPMENT; REPEALING ALL CONFLICTING ORDINANCES OR PARTS OF ORDINANCES; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

EMERGENCY ORDINANCE

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NICHOLS HILLS, OKLAHOMA:

Section 1. Section 50-3 is amended as follows, with deleted language stricken through and new language underlined, to wit:

Sec. 50.3 Definitions.

The following words, terms and phrases, when used in this Chapter, shall have the meanings ascribed to them in this Section, except where the context clearly indicates a different meaning:

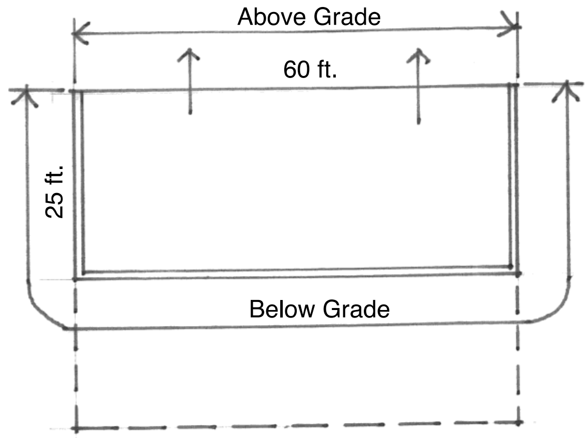
*****

<u>*Attic* means the space in a Building that is directly below the roof structure and that is unfinished, uninhabitable, and not air conditioned. The only permitted use of an Attic is storage. Attics are not included in Floor Area calculations.</u>

*****

<u>*Basement* means the lowest Story of a Building that is either partially or wholly below ground level. In order to be a Basement, the Story must have no more than 35% of its exterior perimeter wall above surrounding ground level. Basements are not included in Floor Area calculations.</u>

BASEMENT SKETCH

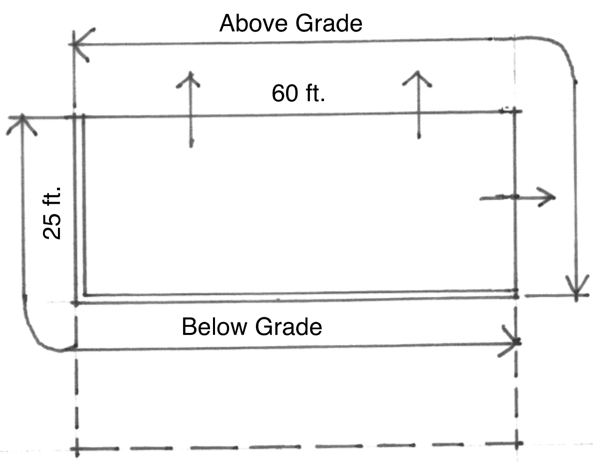


BASEMENT

Total Perimeter = 170 ft.

Above Grade Perimeter = 60 ft.

60/170 = 35% = Basement



NOT A BASEMENT

Total Perimeter = 170 ft.

Above Grade Perimeter = 85 ft.

85/170 = 50% = Not a Basement

Buildable Area means that portion of a single parcel of land occupied or intended to be occupied by a Building or Structure, determined as follows:

(a) *Buildable Area in the R-1-75 and R-1-60 Residential Districts*. For Buildings in the R-1-75 and R-1-60 Residential Districts, the Buildable Area for Main Buildings is that area between the Front Yard Setback line, the Side Yard Setback lines, and a measured line of 10'-0" parallel to the rear property line(s).

(b) *Buildable Area in all other Zoning Districts*. In all Zoning Districts other than the R-1-75 and R-1-60 Residential Districts, the Buildable Area for Main Buildings is that area between the Front Yard Setback line, the Side Yard Setback lines, and the Rear Yard Setback line.

*****

Building Height means the vertical distance from the ~~ground elevation~~ Centroid of the Lot~~, established prior to any filling or excavating operations, by locating the centroid of the proposed structure as it will be placed on the Lot and measuring~~ to the horizontal plane intersected by the highest point of the ~~structure~~ Building. Chimneys and antennas shall not be considered as structural elements for the purpose of measuring Building Height. For additions and renovations to an existing Main Building, the maximum allowable Building Height is measured from the existing entry floor level as accepted by the Code Official.

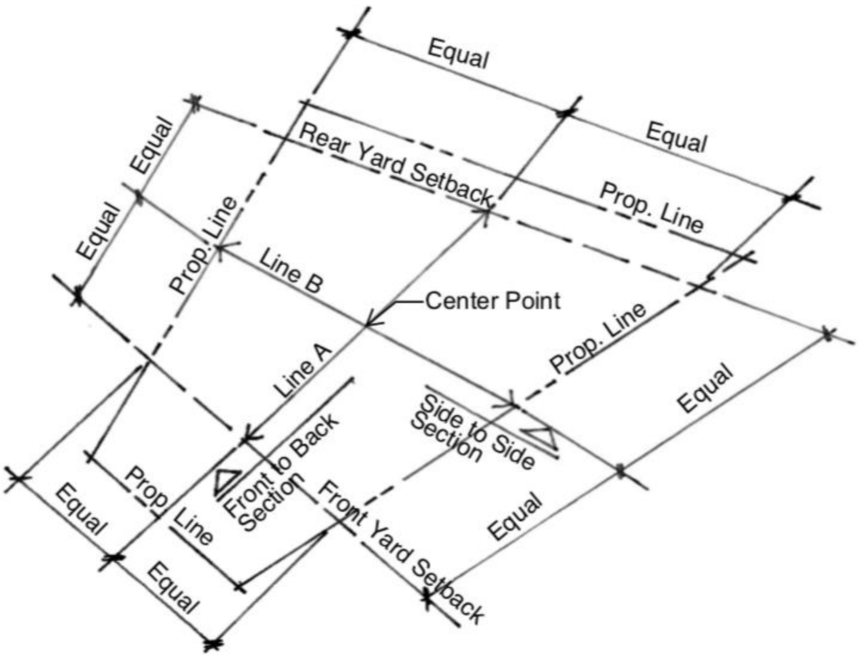
*****

Centroid means a point ~~at the center of the Lot on undisturbed ground calculated by the following: Determine the front and Rear Yard Main Building Setbacks and the side property lines. Draw diagonal lines from each of these corners and where the lines cross is the centroid of the Lot~~ located in three dimensions at the center point of the Lot, with the center point of the Lot and the elevation of the Centroid determined as follows, using the Setbacks for the Main Building.

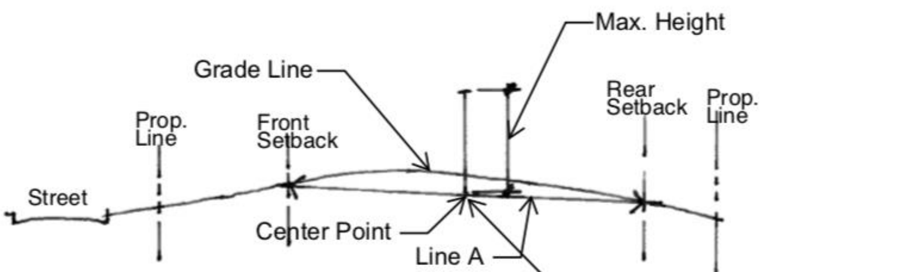
(a) *Determining the center point of the Lot*. The center point of the Lot is determined by the intersection of Line A and Line B. Line A is drawn from the median of the Front Yard Setback to the median of the Rear Yard Setback. Line B is drawn from the median of the distance between the Front Yard Setback and the Rear Yard Setback on each of the side property lines.

(b) *Determining the elevation*. The elevation of the Centroid is determined by extending vertically from the center point of the Lot to the lower point on either Line A or Line B where: (1) the beginning and endpoints of Line A originate at the natural grade points at the median of the Front Yard Setback and the Rear Yard Setback; and (2) the beginning and endpoints of Line B originate at the natural grade points at the two side property lines.

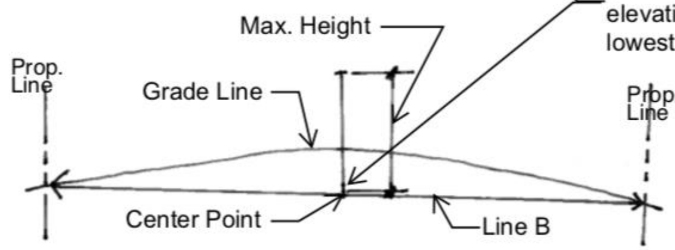
CENTROID EXHIBIT



SCHEMATIC PLAN



FRONT TO BACK SECTION AT CENTER POINT



SIDE TO SIDE SECTION AT CENTER POINT

Attachment: NH - Building Commission Definitions Ordinance 12.1.21-9.1 (5547 : Public Hearing - Ordinance Definitions)

*****

Floor Area~~, gross,~~ means the sum of the ~~gross~~ horizontal areas of all of the floors of a Building or Buildings, measured from the ~~exterior faces of exterior walls~~ <u>outside face of frame to the outside face of frame</u> or from the centerline of walls separating the two Buildings, and including, but not limited to, the following spaces unless specifically excluded herein:

(1) Elevator shafts and stairwells at each floor<u>, to be calculated only once at ground level</u>;
(2) <u>Habitable</u> ~~P~~ <u>p</u>enthouses;
(3) Interior balconies, mezzanines, and enclosed covered Porches and enclosed steps;
(4) Accessory Uses in enclosed covered space, but not including uncovered space used for off-street parking~~;~~<u>.</u>

<u>The following spaces are excluded from the calculation of Floor Area:</u>

(~~5~~<u>1</u>) Basements ~~shall be excluded from calculations~~;
(~~6~~<u>2</u>) ~~Enclosed areas within a pitched roof but above the plate line of the structure shall be excluded from calculations~~ <u>Attics</u>;
(~~7~~<u>3</u>) Garages ~~shall be excluded from calculations.~~<u>;</u>
<u>(4) Mechanical spaces.</u>

Floor Area Ratio means a mathematical expression ~~(gross floor area/buildable Lot Area = floor area ratio)~~ determined by dividing the ~~gross~~ Floor Area of a Building by the Buildable Area of ~~a~~ <u>the</u> Lot~~, as determined by Setback lines,~~ on which the Building is located. <u>(Floor Area/buildable Lot Area = Floor Area Ratio.)</u>

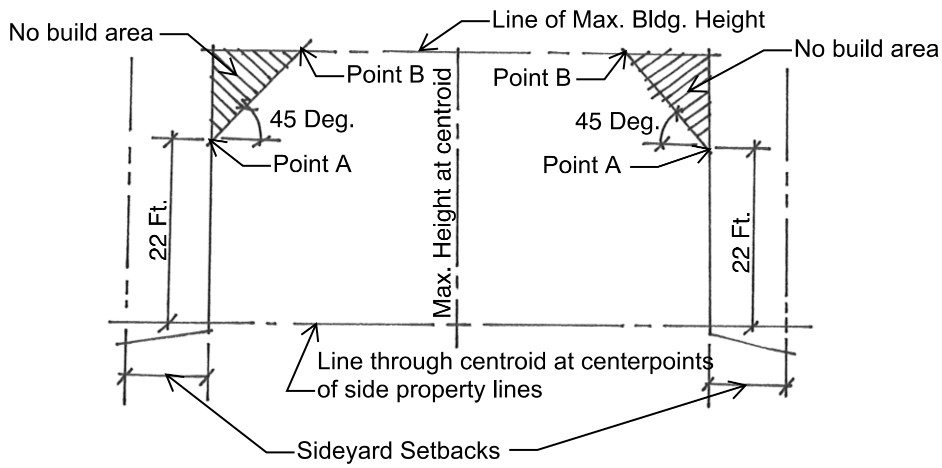
*****

Lot Coverage means the percentage of the Buildable Area of a Lot which is covered by a roof or other Structure and is not open to the sky<u>, calculated from outside face of frame to outside face of frame</u>. Lot Coverage includes, but is not necessarily limited to, the Main Building, Secondary Buildings, Accessory Buildings, covered Porches and decks, covered terraces, Carports, and Porte Cocheres. Lot Coverage does not include unenclosed swimming pools, unenclosed tennis or game courts, and driveways. <u>The calculation of Lot Coverage must include roof overhang exceeding two feet beyond the supporting frame line.</u>

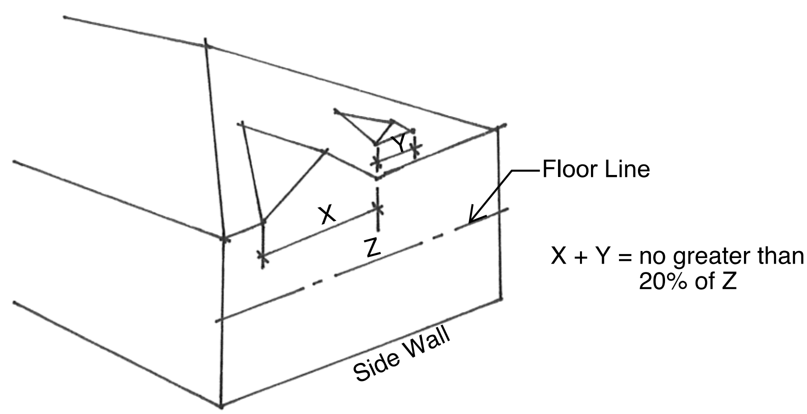
*****

<u>*No-Build Vertical Envelope* means that portion of a Building adjacent to the Side Yard property line where construction is not permitted by the District Regulations applicable for the Building.</u>

No Build Vertical Envelope Definition Exhibit



No Build Vertical Envelope



Exception to No Build Vertical Envelope

*****

Sec. 2. Section 50-47 is amended as follows, with deleted language stricken through and new language underlined, to wit:

Sec. 50-47. E-1 Estate District.

*****

(e) *Development regulations.*

*****

(8) *Maximum Building Height.*

*****

b. Maximum Main Building Height is determined by creation of a ~~building~~ <u>No-Build Vertical Envelope</u> using the Side Yard setback lines and the following formula:

1. Establish a parallel line 45 feet above the Centroid of the Structure that extends from one required Side Yard Setback to the other.

2. Create a ~~"no build" triangle-shaped area~~ <u>No-Build Vertical Envelope</u> on each side of the Structure envelope as follows:

(i) Begin at the intersection of the 45-foot maximum height plane and the required Side Yard Setback line. Draw a line along the maximum height plane a distance of 22 feet to point "A."

(ii) From the same point of beginning, draw a vertical line along the Side Yard Setback plane a distance of 23 feet to point "B." This point represents the maximum permitted plate height.

(iii) Connect points "A" and "B" to delineate a "no-build" triangle-shaped area.

(iv) On a sidewall or roof section that faces a Side Yard, a gable or dormers may be added that do not exceed 20 percent of the length of the sidewall measured at finished floor level. The dormer or gable length will be measured at the 22-foot plate height level. Example: a 60-foot long side wall may have a dormer or gable that measures 12 feet long at the 22-foot plate height level.

*****

Sec. 3. Section 50-48 is amended as follows, with deleted language stricken through and new language underlined, to wit:

Sec. 50-48. E-2 Urban Estate District.

*****

(e) *Development regulations.*

*****

(7) *Lot Coverage and Floor Area Ratio.* Maximum size and bulk of all permitted Structures shall be based on the following two criteria, neither of which shall be exceeded; provided however that for purposes of calculating Lot Coverage and Floor Area Ratio, a 40-foot Front Yard Setback and a ten-foot Rear Yard Setback shall be utilized notwithstanding any other provision of the Code to the contrary:

a. *Lot coverage.* Shall cover no more than 30 percent of the Lot area within the Setback lines established in this district.

b. *Floor Area Ratio.* Shall not exceed 0.35 or 110 percent of the ~~gross~~ Floor Area of the Main Building existing on October 1, 2010, as determined by the records of the County Assessor as of October 1, 2010, whichever is greater, provided that this 110 percent ~~gross~~ Floor Area provision shall only be applicable to the eight lots located at the following addresses:

1. 6805 Avondale Drive;
2. 1505 Buttram Road;
3. 1500 and 1503 Dorchester Drive;
4. 1506 Drury Lane;
5. 1600 Elmhurst Ave;
6. 7103 Nichols Road;
7. 6905 N.W. Grand Blvd.

(8) *Maximum Building Height.*

*****

b. Maximum Main Building Height is determined by creation of a ~~building~~ <u>No-Build Vertical Envelope</u> using the Side Yard setback lines and the following formula:

1. Establish a parallel line 45 feet above the Centroid of the Structure that extends from one required Side Yard Setback to the other.

2. Create a ~~"no build" triangle-shaped area~~ <u>No-Build Vertical Envelope</u> on each side of the Structure envelope as follows:

   (i) Begin at the intersection of the 45-foot maximum height plane and the required Side Yard Setback line. Draw a line along the maximum height plane a distance of 22 feet to point "A."

   (ii) From the same point of beginning, draw a vertical line along the Side Yard Setback plane a distance of 23 feet to point "B." This point represents the maximum permitted plate height.

   (iii) Connect points "A" and "B" to delineate a "no-build" triangle-shaped area.

   (iv) On a sidewall or roof section that faces a Side Yard, a gable or dormers may be added that do not exceed 20 percent of the length of the sidewall measured at finished floor level. The dormer or gable length will be measured at the 22-foot plate height level. Example: a 60-foot long side wall may have a dormer or gable that measures 12 feet long at the 22-foot plate height level.

*****

Sec. 4. Section 50-49 is amended as follows, with deleted language stricken through and new language underlined, to wit:

Sec. 50-49. R-1-75 Single-Family Residential District.

*****

(e) *Development regulations.*

*****

(8) *Maximum Building Height.*

*****

d. No<u>-</u>Build <u>Vertical</u> Envelope. No Main Building is permitted within "no build" areas created as follows: Create a ~~"no build" area~~ <u>No-Build Vertical Envelope</u> on each side of the Structure as follows:

1. Establish a point at the Side~~-~~ Yard Setback, at the Centroid level, then move vertically up 22 feet to point "A."

2. At point "A" a 45-degree angle will be drawn to the point where it intersects with the maximum Building Height, which is point "B."

3. Connect points "A" and "B" to delineate a ~~"no-build" area~~ No-Build Vertical Envelope on each side of the Structure.

4. On a sidewall or roof section that faces a Side Yard, a gable or dormers may be added that do not exceed 20 percent of the length of the sidewall measured at finished floor level. The dormer or gable length will be measured at the plate height level. Example: a 60-foot-long side wall may have a dormer or gable that measures 12 feet long at the plate height level.

*****

Sec. 5. Section 50-50 is amended as follows, with deleted language stricken through and new language underlined, to wit:

Sec. 50-50. R-1-60 Single-Family Residential District.

*****

(e) *Development regulations.*

*****

(8) *Maximum Building Height.*

*****

d. No-Build Vertical Envelope. No Main Building is permitted within "no build" areas created as follows: Create a ~~"no build" area~~ No-Build Vertical Envelope on each side of the Structure as follows:

1. Establish a point at the Side- Yard Setback, at the Centroid level, then move vertically up 22 feet to point "A."

2. At point "A" a 45-degree angle will be drawn to the point where it intersects with the maximum Building Height, which is point "B."

3. Connect points "A" and "B" to delineate a ~~"no-build" area~~ No-Build Vertical Envelope on each side of the Structure.

4. On a sidewall or roof section that faces a Side Yard, a gable or dormers may be added that do not exceed 20 percent of the length of the sidewall measured at finished floor level. The dormer or gable length will be measured at the plate height level.

Example: a 60-foot-long side wall may have a dormer or gable that measures 12 feet long at the plate height level.

*****

Sec. 6. Section 50-78 is amended as follows, with deleted language stricken through, to wit:

Sec. 50-78. U-4 Church District.

*****

(c) *Conditional uses.*

(1) Secondary Buildings, subject to the Development Regulations for Main Buildings. A Building which exceeds 650 square feet in ~~gross~~ floor area shall be considered a Secondary Building.

*****

Sec. 7. Section 50-128 is amended as follows, with deleted language stricken through, to wit:

Sec. 50-128. Off-street parking regulations.

(a) *Parking Spaces required.*

(1) Permanent off-street parking areas in the amount specified herein for each use or District shall be provided at any time a Building is constructed, or at the time a Building is enlarged or increased in capacity by adding Dwelling units, seats, floor area, or before conversion from one use to another.

*****

d. Office uses. One Parking Space for each 200 square feet of ~~gross~~ Floor Area.

e. Retail business uses. One space for each 100 square feet of ~~gross~~ Floor Area, except in the South Plaza Commercial Parking District, where there will be no space requirements. All other parking requirements will remain in effect.

*****

Sec. 8. Section 50-132 is amended as follows, with deleted language stricken through and new language underlined, to wit:

Sec. 50-132. Accessory Buildings and other Accessory Use regulations.

(a) *Accessory Buildings.*

*****

(4) Accessory buildings which exceed 144 square feet in ~~gross~~ Floor Area shall not be classified as portable buildings and shall be subject to the municipal Building Code.

*****

Sec. 9. Section 50-136 is amended as follows, with deleted language stricken through, to wit:

Sec. 50-136. Home office use in residential zoning district.

*****

(b) *Permitted home office use allowed as Accessory Use and defined.* Permitted home office use shall be a permitted Accessory Use in any residential zoning district in this Chapter. For purposes of this Section, permitted home office use shall mean an office activity in the main residential Dwelling area and not in an outbuilding, carried on for gain by a resident, or an office activity for charitable, private foundation or other similar nonprofit purposes, provided:

*****

(4) The use shall be located in no more than two rooms of the Dwelling Unit, which shall not be served by an entrance separate from the residence and such total office use shall be no more than 20 percent of the ~~gross~~ Floor Area of the residence excluding outbuildings from the calculation of ~~gross~~ Floor Area;

*****

Section 10. All ordinances or parts of ordinances in conflict herewith are, to the extent of such conflict, hereby repealed.

Section 11. The provisions of this ordinance are severable and if any part or provision hereof shall be adjudged invalid by any court of competent jurisdiction, such adjudication shall not affect or impair any of the remaining parts or provisions hereof.

Section 12. EMERGENCY SECTION. WHEREAS, in the judgment of the Council it is necessary for the preservation of the peace, health, welfare and safety of the City of Nichols Hills, Oklahoma, and of the inhabitants thereof that the provisions of this ordinance be put into full force and effect immediately, and therefore an emergency is hereby declared to exist by reason whereof this ordinance shall take effect and be in full force from and after its passage as provided by law.

PASSED by the Council of the City of Nichols Hills, Oklahoma, on the ____ day of ___________, 2021.

APPROVED by the Mayor of the City of Nichols Hills, Oklahoma, on the ____ day of ___________, 2021.

ATTEST:

____
Mayor

____
City Clerk

Reviewed as to Form and Legality:

____
City Attorney

Published in ________________________________ on _____________ ___, 2021

ORDINANCE NO. ____________

AN ORDINANCE AMENDING SECTION 50-140 OF THE NICHOLS HILLS CITY CODE REGARDING PROHIBITED EXTERIOR BUILDING MATERIALS; REPEALING ALL CONFLICTING ORDINANCES OR PARTS OF ORDINANCES; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

EMERGENCY ORDINANCE

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NICHOLS HILLS, OKLAHOMA:

Section 1. Section 50-140 of the Nichols Hills City Code is amended as follows, with deleted language stricken through and new language underlined, to wit:

Sec. 50-140. Prohibited and allowed exterior building materials in residential districts.

*****

(b) *Prohibited building materials.*

(1) *Prohibited exterior wall materials.*

a. Exposed standard smooth face concrete masonry units (CMU).
b. Vinyl siding.
c. Plastic siding or panels.
d. Corrugated metal, metal “R-panel,” and flat steel panel.
e. Fiberglass panels.
f. Exterior finishing coat system without foam board backing over plywood.
g. Exposed standard smooth face plywood (except as soffit and trim).
h. Cement fiber board panels.
i. Manufactured stone.
j. ~~Manufactured t~~ <u>T</u>hin brick <u>units</u> ~~panels~~ <u>and thin stone units applied with adhesive or adhesive mortar</u>.
k. Exposed concrete.
l. Vehicle tires.
m. Rammed earth.
n. Straw bale.

(2) *Prohibited exterior roof materials.*

a. Thatch roofing.
b. Mineral surfaced roll roofing on roofs of greater than 3/12 slope.
c. Standard 3-tab asphalt composite shingles.
d. Metal roofing with exposed fasteners.

*****

Section 2. All ordinances or parts of ordinances in conflict herewith are, to the extent of such conflict, hereby repealed.

Section 3. The provisions of this ordinance are severable and if any part or provision hereof shall be adjudged invalid by any court of competent jurisdiction, such adjudication shall not affect or impair any of the remaining parts or provisions hereof.

Section 4. EMERGENCY SECTION. WHEREAS, in the judgment of the Council it is necessary for the preservation of the peace, health, welfare and safety of the City of Nichols Hills, Oklahoma, and of the inhabitants thereof that the provisions of this ordinance be put into full force and effect immediately, and therefore an emergency is hereby declared to exist by reason whereof this ordinance shall take effect and be in full force from and after its passage as provided by law.

PASSED by the Council of the City of Nichols Hills, Oklahoma, on the ____ day of ___________, 2021.

APPROVED by the Mayor of the City of Nichols Hills, Oklahoma, on the ____ day of ___________, 2021.

ATTEST:

____
Mayor

____
City Clerk

Reviewed as to Form and Legality:

____
City Attorney

Published in ________________________________ on _____________ ___, 2021

ORDINANCE NO. ____________

AN ORDINANCE AMENDING SECTION 50-372 OF THE NICHOLS HILLS CITY CODE REGARDING SURVEY REQUIREMENTS FOR APPLICATIONS FOR BUILDING COMMISSION CERTIFICATES OF APPROVAL; REPEALING ALL CONFLICTING ORDINANCES OR PARTS OF ORDINANCES; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

EMERGENCY ORDINANCE

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NICHOLS HILLS, OKLAHOMA:

Section 1. Section 50-372 of the Nichols Hills City Code is amended as follows, with deleted language stricken through and new language underlined, to wit:

Sec. 50-372. Application for Certificate of Approval.

Applications for Certificates of Approval shall be filed with the City on forms provided by the City Clerk. Two originals and a digital version of the application and all required documents must be submitted. Applications must be certified by the owner(s) of the property. The following attachments (the details for which are stated in the application form), and all other information required by the application form, must accompany the application:

*****

(b) For construction of a new main or secondary building, or construction of an addition to an existing main or secondary building:

(1) A narrative describing the project.

(2) A survey, prepared by a licensed surveyor registered in this state, of the boundaries of the lot on which the building or addition to an existing main or secondary building is to be located <u>and stating the existing and proposed Lot Coverage and the existing and proposed Floor Area Ratio (FAR), as such terms are defined in Section 50-3, with calculations for each shown based on square feet.</u>

*****

Section 2. All ordinances or parts of ordinances in conflict herewith are, to the extent of such conflict, hereby repealed.

Section 3. The provisions of this ordinance are severable and if any part or provision hereof shall be adjudged invalid by any court of competent jurisdiction, such adjudication shall not affect or impair any of the remaining parts or provisions hereof.

Section 4. EMERGENCY SECTION. WHEREAS, in the judgment of the Council it is necessary for the preservation of the peace, health, welfare and safety of the City of Nichols Hills, Oklahoma, and of the inhabitants thereof that the provisions of this ordinance be put into full force and effect immediately, and therefore an emergency is hereby declared to exist by reason whereof this ordinance shall take effect and be in full force from and after its passage as provided by law.

PASSED by the Council of the City of Nichols Hills, Oklahoma, on the ____ day of ___________, 2021.

APPROVED by the Mayor of the City of Nichols Hills, Oklahoma, on the ____ day of ___________, 2021.

ATTEST:

____
Mayor

____
City Clerk

Reviewed as to Form and Legality:

____
City Attorney

Published in ________________________________ on _____________ ___, 2021

ORDINANCE NO. ____________

AN ORDINANCE AMENDING SECTIONS 50-345 AND 50-378 OF THE NICHOLS HILLS CITY CODE REGARDING APPROVAL OF MINOR REVISIONS TO PROJECTS APPROVED BY THE BUILDING COMMISSION; REPEALING ALL CONFLICTING ORDINANCES OR PARTS OF ORDINANCES; PROVIDING FOR SEVERABILITY; AND DECLARING AN EMERGENCY.

EMERGENCY ORDINANCE

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF NICHOLS HILLS, OKLAHOMA:

Section 1. Section 50-345 of the Nichols Hills City Code is amended as follows, with new language underlined, to wit:

Sec. 50-345. Building moving, demolition, and construction to be as provided in applications and plans.

Certificates of Approval issued on the basis of plans, applications, modifications, and requirements approved by the City authorize only the moving, demolition, design, and/or construction of buildings set forth in such approved plans, applications, modifications, and requirements, and no other building moving, demolition or construction. After the Building Commission issues a Certificate of Approval, any change to the approved construction requires a new Certificate of Approval except for minor revisions to the construction which may be administratively approved <u>and minor revisions to conditions imposed on the Certificate of Approval which may be approved by the Building Commission</u>, as set out in Section 50-378.

Section 2. Section 50-378 of the Nichols Hills City Code is amended as follows, with deleted language stricken through and new language underlined, to wit:

Sec. 50-378. Minor revisions to approved projects; administrative approval allowed.

<u>(a) *Minor revisions to construction; administrative approval allowed.*</u> Minor revisions to construction for which the Building Commission has issued an unexpired Certificate of Approval do not require a new Certificate of Approval but must be approved by an amendment to the original Certificate of Approval issued by the City Manager or his designee. Minor revisions are revisions to the construction that:

(~~a~~<u>1</u>) modify no more than five percent of the project from the original Certificate of Approval;

(~~b~~<u>2</u>) are consistent with any conditions associated with the original Certificate of Approval;

(~~c~~3) do not significantly alter the construction previously approved; and

(~~d~~4) are in conformance with the Nichols Hills City Code and the intent of the Nichols Hills Building Commission Building Demolition, Design, and Construction Guidelines.

(b) *Minor revisions to conditions associated with the original Certificate of Approval.* Minor revisions to conditions imposed on an unexpired Certificate of Approval do not require a new Certificate of Approval but must be approved by an amendment to the original Certificate of Approval issued by the Building Commission. Minor revisions to conditions on Certificates of Approval are revisions that are materially consistent with the intent of the condition originally imposed.

Section 3. All ordinances or parts of ordinances in conflict herewith are, to the extent of such conflict, hereby repealed.

Section 4. The provisions of this ordinance are severable and if any part or provision hereof shall be adjudged invalid by any court of competent jurisdiction, such adjudication shall not affect or impair any of the remaining parts or provisions hereof.

Section 5. EMERGENCY SECTION. WHEREAS, in the judgment of the Council it is necessary for the preservation of the peace, health, welfare and safety of the City of Nichols Hills, Oklahoma, and of the inhabitants thereof that the provisions of this ordinance be put into full force and effect immediately, and therefore an emergency is hereby declared to exist by reason whereof this ordinance shall take effect and be in full force from and after its passage as provided by law.

PASSED by the Council of the City of Nichols Hills, Oklahoma, on the ____ day of ___________, 2021.

APPROVED by the Mayor of the City of Nichols Hills, Oklahoma, on the ____ day of ___________, 2021.

ATTEST:

____
Mayor

____
City Clerk

Reviewed as to Form and Legality:

____
City Attorney

The Nichols Hills Building Commission
Building Demolition, Design, and Construction Guidelines

Table of Contents

The Nichols Hills Building Commission
Building Demolition, Design, and Construction Guidelines

I. Overview

The Building Commission. The Nichols Hills Building Commission was created by ordinance in 2019. Specifically, see Article V, *Building Commission*, in Chapter 50, *Zoning*, of the Nichols Hills City Code. Article V is referred to in these Guidelines as the "Building Commission Ordinance." The Building Commission administers the City's building moving, demolition, design, and construction review process for all of the City's zoning districts. Specifically, the Building Commission reviews and determines whether to issue Certificates of Approval for proposed building moving or demolition and for many construction projects.

Who are the Building Commissioners? The Building Commission is made up of five Commissioners appointed by the City Council, two of whom must be residents of Nichols Hills. Commissioners are not paid for their service. The Building Commission Ordinance requires that at least two Commissioners be registered architects, landscape architects, urban planners, historic preservation consultants or engineers. One must be a general building contractor. If three or more of the Building Commission positions are vacant at any time, the Planning Commission serves as the Building Commission.

What types of projects require Certificates of Approval? Certificates of Approval are required to:

- move buildings
- demolish buildings
- construct a main building or a secondary building
- construct an addition (except certain minor additions) to an existing main building or secondary building

In addition, alterations to main buildings and secondary buildings require Certificates of Approval when the Nichols Hills City Code Official so determines during the building permit process.

The terms "building," "main building," "secondary building," "addition," and "alteration" are each defined by the Nichols Hills City Code in Section 50-3 and will be applied by the Building Commission as so defined. See Section IV, *Glossary*, of these Guidelines for these definitions.

Certain minor additions do not require review. Building Commission review is not required for minor additions to the first floors of main buildings when such additions are less than or equal to 15% of the total square footage of the existing building. However, such minor additions are only allowed once every ten years. Second and successive additions within such 10-year period require Building Commission review.

Applications for a Certificate of Approval to demolish or move a building must generally include an application for a Certificate of Approval for construction of a replacement building. The Nichols Hills City Code prohibits demolition of dwellings without approved plans for construction of a replacement dwelling. [1] Further, if a building proposed for demolition is not a "dwelling," the application for a Certificate of Approval to demolish or move that building must be accompanied by an application for a Certificate of Approval to construct a replacement building or must provide a description of the intended use of the property after the building is moved or demolished.

What types of projects do <u>not</u> require Certificates of Approval? Certificates of Approval are not required for:

- Repairs to existing buildings when such repairs do not require a building permit
- Building permits for fences, swimming pools, and accessory buildings or structures when such is the only work for which the building permit is sought – see Section 50-341(b)
- Construction in a Planned Unit Development (PUD)
- Construction of public improvements authorized by the City or a public trust having the City as its beneficiary

If you are unsure whether your proposed project requires a Certificate of Approval, you may contact the City Manager or the Code Official for guidance.

Certificates of Approval are required in advance of permit application. A Certificate of Approval from the Building Commission must be obtained <u>before</u> applying for a permit to move or demolish a building and before applying for a Building Permit for a construction project that requires a Certificate of Approval.

Consultation with the City in advance of filing an application for a Certificate of Approval is encouraged. Persons intending to file an application for a Certificate of Approval are encouraged to first contact the City about their proposed project.

Why does the City require Building Commission review and approval? The City's building moving, demolition, design, and construction review process serves to meet many goals and to set high expectations that the City Council believes benefit the City and its residents, all intended to protect the property and privacy rights and aesthetic expectations of the City's inhabitants. The guidelines are stated at Section 50-342 of the Building Commission Ordinance as follows:

- ***Development Regulations.*** Promote development planning in furtherance of the general descriptions and development regulations established for dwellings, churches, and commercial and office buildings in the respective Districts within the City, as described in Article II of this Chapter [Chapter 50 of the Nichols Hills City Code].

- ***Quality.*** Protect, preserve, and enhance the quality of the built environment by encouraging the highest standards in architectural and landscape design, building materials and workmanship, and aesthetic and proportional compatibility between new and existing buildings.

[1] Section 50-129, *Demolition or moving of dwellings; construction of replacement dwellings.*

- ***Beauty.*** Protect, preserve, and enhance the City as a place of timeless beauty, with many parks, open spaces, and well-kept beautiful residential landscapes in residential zoning districts.

- ***Architectural Resources.*** Encourage preservation, protection, renovation, and restoration of Architectural Resources whenever reasonably possible. [“Architectural Resources” are defined by the Building Commission Ordinance in Section 50-342 as “buildings that possess significant local interest or significant artistic or architectural merit, that are particularly representative of their class or period, or that are particularly important to the City’s history.”]

- ***Privacy.*** Ensure that architecture and landscaping respect the privacy of adjacent properties.

- ***Proportionality.*** Ensure that consideration is given to the proportionality of proposed buildings in relation to buildings on adjacent properties.

The Building Commission reviews applications to ensure proposed projects comply with the Nichols Hills City Code and these Guidelines. The Building Commission’s job is to review proposed projects to ensure they comply with the applicable requirements set out in Section 50-344 of the Building Commission Ordinance and these Guidelines.

Who is accountable to ensure compliance with the Nichols Hills City Code and Certificates of Approval? Both property owners and their contractors can be held accountable for noncompliance with the Nichols Hills City Code and the Building Commission’s decisions and directives. The penalties for noncompliance are significant and can include public nuisance declarations (and abatement as such), misdemeanor charges, and daily fines. [2]

In sum, Nichols Hills’ expectations are high with respect to when buildings may and may not be moved or demolished and with respect to construction of new main and secondary buildings and construction of additions to main and secondary buildings. These Guidelines are intended to help Nichols Hills’ residents and contractors working in Nichols Hills to understand what those expectations are and how best to meet them.

[2] Specifically, as to building moving and demolition, see Nichols Hills City Code Section 8-384, *Penalty for violations; enforcement.* See also Nichols Hills City Code Section 8-386, *Demolition by willful neglect unlawful,* and Section 8-387, *Incremental demolition without a demolition permit unlawful,* which hold building owners responsible if they effectively “demolish” their buildings by neglecting them or by incrementally destroying them. As to moving and demolition of dwellings, see Nichols Hills City Code Section 50-129(i). As to construction, see Nichols Hills City Code Section 50-346, *Public nuisance declared; violations and penalties.*

II. The Certificate of Approval Application and Building Commission Review Process [3]

- ***The application.*** The process begins by filing an application for a Certificate of Approval (the form for which is available on the City's website) with the City Clerk. An application fee of $750 is paid at that time. The application must be accompanied by all of the applicable documents set out in Section 50-372, *Application for Certificate of Approval* of the Building Commission Ordinance. Two originals and a digital version of the application and all required documents must be provided. A report certified by the Oklahoma County Assessor or a bonded abstractor stating the names, addresses, and contact information for the owners of property within a 300-foot radius of the proposed project is also required in order to notify those owners of the public hearing to be held regarding the application. The application form also requires that applicants attest that they have reviewed all plat restrictions, deed restrictions, declarations of covenants and restrictions, and platted setbacks filed of record in the Oklahoma County records applicable to their property and to affirm that, to the best of their knowledge, that the proposed project is or is not consistent with any such restrictions, as the case may be. (See Guideline B-2.4 below.)

- ***Building Commission public hearing.*** After the application is properly filed, the City will set the application for public hearing before the Building Commission. Advance notice of that hearing is given by newspaper publication, mailed notice to the applicant, and mailed notice to the property owners within a 300-foot radius of the proposed project. At the hearing, the applicant (or the applicant's architect or general contractor) should be prepared to make a presentation regarding the proposed project.

- ***Standard and extent of review.*** The Building Commission reviews applications for Certificates of Approval to ensure that proposed projects meet the applicable requirements and guidelines in Section 50-344 of the Building Commission Ordinance and in these Guidelines. The Building Commission has discretion to determine whether to approve or disapprove an application for a Certificate of Approval. The Building Commission may also conditionally approve an application and require the applicant to return at another public hearing for additional consideration.

- ***Continuances.*** While applicants have the right to request continuances of the Building Commission hearings regarding applications for Certificates of Approval, continuances will not be granted if there has been no progress as to the application for six months. In such cases, the application will be deemed withdrawn.

- ***Appeals.*** Appeals from Building Commission decisions are properly taken to the Board of Adjustment.

- ***Expiration and extension.*** Once granted, Certificates of Approval expire two years from the date they are issued. Certificates of Approval may be extended one time for an additional two years. Extensions will not be granted if any aspect of the project is changed, in which case a new Certificate of Approval is required.

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[3] Details for this process are set out in Division 3, *Building Commission Review,* of the Building Commission Ordinance.

- ***Revisions to Certificates of Approval.*** After the Building Commission issues a Certificate of Approval, any change to the approved construction requires a new Certificate of Approval except for minor revisions to the construction which may be administratively approved. Minor revisions are revisions to the construction that: (1) modify no more than five percent of the project from the original Certificate of Approval; (2) are consistent with any conditions associated with the original Certificate of Approval; (3) do not significantly alter the construction previously approved; and (4) are in conformance with the Nichols Hills City Code and the intent of these Guidelines. See Sections 50-345 and 50-378 of the Nichols Hills City Code.

III. The Guidelines

A. The Building Moving and Demolition Guidelines

The Nichols Hills City Code addresses the moving and demolition of buildings in Article IX, *Building Moving and Demolition*, in Chapter 8, *Buildings and Building Regulations*. Additional requirements for buildings that are "dwellings," are set out in Section 50-129, *Demolition of moving of dwellings; construction of replacement dwellings.* Applicants are encouraged to review these provisions before filing their applications. "Dwelling" is defined in Section 50-3 of the Nichols Hills City Code (see Section IV, *Glossary*, of these Guidelines).

The proposed moving or demolition of buildings will be reviewed by the Building Commission based on the following guidelines, in addition to applicable Nichols Hills City Code provisions.

A-1 ***Architectural Resources.*** Architectural Resources should generally not be moved or demolished, but rather should be properly preserved, protected, renovated, and/or restored. "Architectural Resources" are defined by the Building Commission Ordinance in Section 50-342 as "buildings that possess significant local interest or significant artistic or architectural merit, that are particularly representative of their class or period, or that are particularly important to the City's history."

A-2 ***Moving or demolishing dwellings; replacement dwellings required.*** Dwellings may not be moved or demolished until a replacement dwelling is approved as part of the Building Commission review process. See Nichols Hills City Code Section 8-378.

A-3 ***Moving or demolishing office or commercial buildings; replacement building or appropriate other use required.*** Buildings that are not dwellings, such as office and commercial buildings, should not be moved or demolished until a replacement building or other appropriate use of the property is approved as part of the Building Commission review process.

B. The Building Design and Construction Guidelines

Building design and construction is addressed in many Nichols Hills City Code provisions. [4] Applicants should review all Nichols Hills City Code provisions applicable to the proposed project before filing an application. In addition to applicable Nichols Hills City Code provisions, proposed building projects that require a Certificate of Approval will be reviewed by the Building Commission based on the following guidelines.

1. Site design guidelines

Site design is the layout of proposed development on property, including the placement and orientation of buildings, landscape, and hardscape. One key element that defines visual character of an individual building and a neighborhood is how a building is located or placed on a site. A single building out of context with its site or neighboring buildings can appear disruptive. Site design should reinforce the local context of the natural and built environment. The unique quality of each site should be considered when designing projects. Careful consideration should be given to site specific qualities of natural topography, existing vegetation, drainage, and site access.

The Nichols Hills City Code contains many requirements regarding the design of building sites, including setback requirements that vary based on the District in which the property is located. Applicants must comply with those requirements. In addition, the following guidelines can help ensure that a construction project meets this important requirement.

B-1.1 ***Site development plans are required.*** A site development plan prepared by a licensed architect, landscape architect or professional engineer should be submitted with each application for a Certificate of Approval for new construction of buildings and for additions to or alterations of existing buildings.

B-1.2 ***Grading and drainage.*** Sites should be designed to minimize changes in grade and changes in existing drainage courses. A grading and drainage plan by a licensed civil engineer should be obtained and presented with the application for a Certificate of Approval, along with the certification required by the Building Commission Ordinance. The site design should provide for a final grade with a natural appearance, to be irrigated and sodded or seeded to prevent erosion. Drainage improvements should be designed to create a natural rather than a manufactured appearance. If downspouts are planned to be tied to an underground pipe that runs through the City's curb and onto a City street, this should be shown. As required by the Building Commission Ordinance, all applications for a Certificate of Approval must contain a certification from the engineer who prepared the required drainage plan that the proposed construction: (1) does not change the point of stormwater discharge; (2) does not change the stormwater drainage from sheet flow to point discharge; and (3) does not increase the capacity of drainage pipes. If such engineer cannot certify that (1) through (3) are true, written consent to such circumstances from all affected adjacent property owners must be attached to the application. See Section 50-372 (e).

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[4] See, for example, Chapter 8, *Buildings and Building Regulations*; Article III, *Flood Damage Prevention*, Chapter 20, *Environment*; Article III, *Fire Code*, Chapter 22, *Fire Prevention and Protection*; and Article II, *District Regulations*, Chapter 50, *Zoning*.

B-1.3 ***Environmental setting and landscaping.*** The environmental setting and landscaping should be considered in the site planning and structure placement process. Buildings and additions to buildings should be constructed to blend with the environment and natural land forms of the site, complementary to neighboring buildings. See Section 8 of these Guidelines.

B-1.4 ***Soil tests.*** Nichols Hills City Code Section 8-28, *Adoption of International Residential Code*, requires geotechnical evaluations of soil, signed and sealed by a licensed engineer, for certain new construction of dwellings and additions to existing dwellings. Specifically, subsection 4.401.4 of Section 8-28 states:

> Notwithstanding the foregoing, geotechnical evaluations of soils signed and sealed by a licensed engineer are required for all new construction of structures of 3,000 square feet or more of air conditioned space (including additions of 3,000 square feet or more of air conditioned space to existing structures).

B1.5 ***Spatial Relationship of Structures.*** Sites should be designed such that all structures on the site are situated in a way that the entire site is harmonious as a complete project.

B-1.6 ***Landscape guidelines.*** Building sites should be designed in compliance with Nichols Hills City Code Section 50-133, *Landscaping*, and the guidelines for landscaping set out in Section 8 of these Guidelines.

B-1.7 ***Block context.*** Buildings should be integrated on the site development plan to be consistent with historical patterns on the block on which the property is located. Existing block patterns, such as the distance of buildings from the street and existing parking arrangements and patterns, will be considered by the Building Commission.

B-1.8 ***Privacy.*** The privacy of adjacent properties must be considered in site design. See Section 7 of these Guidelines.

B-1.9 ***Existing vegetation and significant trees.*** Sites should be designed to preserve significant and unique vegetation groups that contribute to the character of the site and the neighborhood. Site development plans should demonstrate a diligent effort to retain as many significant trees as possible. See Guideline B-8.11.

B-1.10 ***Topography.*** Sites should be designed to make use of existing topographic features to the extent possible.

B-1.11 ***Exterior equipment.*** Exterior equipment, such as garbage receptacles, mechanical and electrical equipment, including air conditioning equipment, should be architecturally integrated into the site design such that it will be screened from view from the street to the maximum extent reasonably possible.

B-1.12 ***Adjacency to Architectural Resources.*** The potential impacts of new and remodeled buildings in the vicinity of Architectural Resources should be carefully considered in order to not detract from the site of the Architectural Resource.

2. District compatibility guidelines

Nichols Hills is unique in that it is divided into distinct "Districts," each with its own historical characteristics.[5] There are six residential districts: the E-1 Estate District, the E-2 Urban Estate District, the R-1-75 Single-Family District, the R-1-60 Single-Family District, the R-2 Two-Family District, and the R-3 Multi-Family District. There are also three Commercial Districts: the Church District, the Office District, and the Retail Business District. And there are various other "special" districts, such as the Town Center Overlay District.

The Nichols Hills City Code sets out the permitted uses, conditional uses, uses that are subject to review by the City, and development regulations for each District. The development regulations specifically state various District requirements for construction, such as setbacks, lot size, lot coverage and floor area ratios, and maximum building height.

In addition, the Nichols Hills City Code provides a "general description" of each District. Following these "general descriptions" helps retain the character of Nichols Hills, even as new construction and development takes place. The following guidelines will be used in determining whether the District's "general description" requirements are met.

B-2.1 ***Development should fall within the "general description" of the applicable District.*** Construction projects should be planned such that all development fits within the description for the applicable District. The residential District descriptions are as follows:

- ***The Estate District.*** All development in the Estate District should be compatible with an exclusive neighborhood of large single-family homes on large lots with considerable private open space and landscaping. Attached quarters for household employees are permitted. See Nichols Hills City Code Section 50-47, *E-1 Estate District*.

- ***The Urban Estate District.*** All development in the Urban Estate District should be compatible with an exclusive neighborhood of large single-family homes, both old and new, on larger than average lots with considerable private open space and landscaping. See Nichols Hills City Code Section 50-48, *E-2 Urban Estate District*.

- ***The Single-Family Districts.*** All development in the Single-Family Districts should be compatible with established single-family homes, with the R-1-75 District comprised of moderate-sized lots and the R-1-60 District comprised of smaller to moderate-sized lots. The pattern, style, quality, and character of these residences should be protected from encroachment by large homes with minimal open space constructed on small lots and by incompatible development. See Nichols Hills City Code Section 50-49, *R-1-75 Single Family Residential District* and Section 50-50, *R-1-60 Single Family Residential District.*

- ***The Two-Family District.*** All development in the Two-Family District should be compatible with the development standards similar to the single-family districts, with a high

[5] See Article II, *District Regulations*, of Chapter 50, *Zoning*, in the City Code.

standard of light, air, and open spaces. See Nichols Hills City Code Section 50-51, *R-2 Two-Family Residential District*.

- ***The Multi-Family District.*** All development in the Multi-Family District, while being a higher density district with a more broad range of housing types, should provide for a high standard of light, air, and open spaces for all developments. See Nichols Hills City Code Section 50-52, *R-3 Multiple-Family Residential District*.

B-2.2 ***Development in the Estate District warrants higher scrutiny.*** As stated in the "general description" of the Estate District, this District represents a "significant contribution to the character and stability of the community" and thus warrants strict regulation. Development in the Estate District should be carefully and thoughtfully done, as it will be highly scrutinized by the Building Commission.

B-2.3 ***Historical considerations as to number of stories for dwellings.*** Some parts of the City were developed as restricted to one-story dwellings, whether pursuant to a since repealed One-Story Overlay, pursuant to plat restrictions or otherwise. To compile that data, the City Engineer created four maps, as follows:

- Map reflecting the boundaries of the historic one-story overlay district "OSO"
- Map reflecting where two-story homes have been built within that historic one-story overlay district
- Map showing current location of one-story and two-story homes – which indicates certain areas were developed as one-story homes only
- Map showing which platted subdivisions have restrictive covenants limiting construction to one-story homes

These maps should be considered during the site planning process. The Building Commission will consider these maps particularly if a project proposed to build a two-story home in an area that was historically required to be one-story and was originally developed as such.

B-2.4 ***Plat restrictions and restrictive covenants.*** The City is subdivided into 16 platted subdivisions. Most of those subdivisions are subject to plat restrictions and restrictive covenants filed of record in Oklahoma County which are private covenants running with the land and not enforceable by the City. Applicants are cautioned that regardless of the regulations contained in the City Code or in these Guidelines, there may also be more restrictive regulations in the form of plat restrictions, deed restrictions, declarations of covenants and restrictions, and platted setback lines which may further limit the use or development of a parcel. Applicants will be required to attest in the application for a Certificate of Approval that they have reviewed all such applicable restrictions and that to the best of their knowledge, the proposed project is or is not consistent with any such restrictions, as the case may be.

B-2.5 ***Notice.*** The Building Commission requires that in addition to notice required by the Building Commission Ordinance, notice of an application for a Certificate of Approval be given to all owners of property within a 300-foot radius of the exterior boundary of the subject property, such radius to be extended by increments of 100 linear feet until the list of property owners includes not less than ten individual property owners of separate parcels. In addition, a copy of the notice of hearing on the application for Certificate of Approval must be posted on the subject property for not less than ten days prior to the hearing. See Section 50-374 of the Nichols Hills City Code.

3. Proportionality: volume, bulk, massing, scale, and proportion guidelines

The Nichols Hills City Code Building Commission guidelines require that consideration be given "to the proportionality of proposed buildings in relation to buildings on adjacent properties." [6] Accordingly, the Building Commission requires that applicants provide a street-level front elevation for all street-facing sides, shown to scale, showing buildings and yards on either side of the proposed project. [7] Proportionality of a proposed building to other buildings around it is an important consideration of the Building Commission when reviewing proposed projects.

Further, the Nichols Hills City Code's "Development Regulations" state the minimum setback requirements for front, rear, and side yards; maximum lot coverage and floor area ratios that determine the maximum size and bulk of structures; minimum lot width at the front building line; and maximum building heights for each of the City's Districts. [8] While these regulations must be followed, it should be kept in mind that these provisions set the maximum allowances and minimum requirements.

Buildings should be compatible with neighboring buildings in terms of volume, bulk, and massing. And buildings should be proportionate to a "human scale," with architectural features in proportion to one another. What do these terms mean?

- **Volume** is the quantitative three-dimensional measurement of a building's height, width, and depth combined. Volume answers the question: <u>how big is the building?</u>
- **Bulk** is the qualitative visual perception of a building's volume. Bulk is affected by variations in height, setbacks, and stepbacks of upper stories. Bulk answers the question: <u>how big does the building seem to be (whether larger or smaller than its actual volume)?</u>
- **Massing** is the overall volumetric size of the structure and its parts compared to other structures around it. <u>Does the way the building is arranged make it seem to have more bulk?</u>
- **Scale** is the qualitative proportional relationship of a building and its architectural elements and details to a definite unit of measure, which for the City is the "human scale."

[6] Section 50-344 (f) of the Nichols Hills City Code.
[7] Section 50-372(b)(14) of the Nichols Hills City Code.
[8] See Nichols Hills City Code Article II, *District Regulations*, Chapter 50, *Zoning.*

Scale is also the relative size of the building and its elements compared to other structures around it. Does the building fit well with human senses? Or is it "larger than life?"

- **Proportion** is the quantitative relative sizes and dimensions of architectural elements and details, as they relate to each other, to the entire building, and to other buildings in the vicinity. Are all the building's features proportionate to one another? Is the building proportionate to other buildings around it?

The Building Commission will review each project for which a Certificate of Approval is sought based on the project's volume, bulk, and massing to the surrounding buildings and open spaces in order to ensure that development is compatible with other development in the applicable District and on the applicable block. And the Building Commission will review the project to ensure it fits well within a "human scale" and that all architectural elements and details are proportional. The following guidelines should be followed to ensure that these requirements are met.

B-3.1 ***Proportionality as to surrounding buildings.*** A building's volume, bulk, and mass should be proportionate to and compatible with that of neighboring buildings. While adjacent buildings may be larger than one another, proportionality is important to ensure that a particular area or block is visually appealing. A new building need not always be the same height as surrounding buildings but should relate to established rooflines. The height of a proposed building should generally be comparable in height to the height of surrounding buildings. See also B-2.3 *Historical considerations as to number of stories for dwellings.*

B-3.2 ***Proportionality as to the building itself.*** The architectural elements of a building should be in proportion to the overall size of the building. Bigger buildings may require bigger elements, such as doors, windows, archways, while smaller buildings may require smaller elements to remain proportional throughout. For example, even a small home may have windows or doors so different in size or shape relative to each other or to the home that they detract from the home's appearance.

B-3.3 ***Mass.*** The mass of a building should be broken up in order to create interplay between the various building elements in a manner consistent with its architectural style.

B-3.4 ***Bulk.*** The appearance of a building's bulk should be reduced to the extent possible. Bulk-reducing patterns should be created using doors and windows where possible and consistent with the architectural style. The highest portions of a structure should be set back from lot lines to reduce the appearance of bulk. The height of building elements should be varied where appropriate to the design.

B-3.5 ***Building height.*** Building height should be in proportion to the style and size of building, the lot area, buildings in the District, and buildings on the applicable block. See also Guideline B-2.3.

B-3.6 ***Plate heights.*** Tall plate heights (over 10 feet) should be avoided when they unnecessarily add to the volume of a building.

B-3.7 ***Two-story buildings.*** Where appropriate to the architectural style, consideration should be given to architectural features that indicate where a first story ends and a second story begins when the structure is viewed from the street. Examples of appropriate floor delineations for some architectural styles include banding or rooflines. Consideration of the following criteria may be:

- the upper floors of a building should be proportionally smaller and shorter than the ground floor; avoid large flat walls by projecting and recessing sections;
- locate the mass of a second floor over the center of the building if possible;
- reduce bulk by using external finishes and ornamentation;
- and reduce bulk by lowering eave lines, varying height of roof elements, and increasing stepbacks of upper story additions.

On streets with a majority of one-story dwellings, new two-story dwellings may not have a single-story element on the prominent elevation. See also Guideline B-38.

B-3.8 ***Two-story buildings adjacent to one-story buildings.*** In some situations, a two-story will exist or be proposed to be constructed adjacent to a one-story building. In those situations, the two buildings should be compatible with one another. One way to make a two-story building more compatible with its single-story neighbors is to lower the eave line of the second-story roof. Lowering the eave line (i.e. bringing some portions of the roof down to the gutter or eave line of the first-story roof) also ties the two stories of a building together. Setting second stories back into the area of roof lines is often a solution to avoid impacting sunlight access, and it generally will lower the apparent height of the building. Lowering the eave line of the second-story roof can also reduce the apparent building volume, which may result in the scale of the building being more compatible with its neighborhood. Two-story buildings adjacent to one-story buildings should generally feature a single-story element. See also B-2.3 *Historical considerations as to number of stories for dwellings.*

B-3.9 ***Human scale.*** Architectural elements should provide a sense of "human scale" by including features such as visible front door entries, traditional porch features, decorative pedestrian gates, small and medium-sized windows, short fences, and few large "blank" architectural features.

B-3.10 ***Lot coverage and floor area ratios.*** A building's size should be appropriate for the size of the lot, and the floor area of a building should be in scale with development on similarly-sized lots in the immediate area. A project with a floor area (size) substantially in excess of the floor area of the immediately surrounding properties will have the burden of demonstrating that the project cannot be viewed by surrounding property owners due to siting, or that its spatial volume when taken together with its lot size, setbacks, and landscaping make it compatible with similar surrounding properties.

B-3.11 ***Garage door design and placement.*** The design of garage doors should minimize the appearance of bulk, and the scale of the garage should be appropriate in comparison to the portion of the building visible from the street. The ratio of garage frontage to the width of the building should not exceed 50%. Garage doors should have panels and windows to articulate large planes.

B-3.12 ***Second-story decks.*** Wall elements, guardrails, furniture, and outdoor fireplaces should not adversely contribute to the bulk and/or scale of the project.

B-3.13 ***Covered porches, loggias, and covered decks.*** Covered porches, loggias, and covered decks should enhance a building's design, appearance, and function and not contribute to excessive mass, scale, and bulk.

B-3.14 ***Second-story setbacks.*** Second-story volume should not negatively affect the streetscape or neighboring backyards or cause the building to appear bulky from the front or back of the building based on how the massing of the building is composed.

B-3.15 ***Canyon effect.*** How close the volume of a proposed second-story building will be to the volume of an adjacent property's existing second-story volume must be considered to avoid a "canyon effect" between the two buildings.

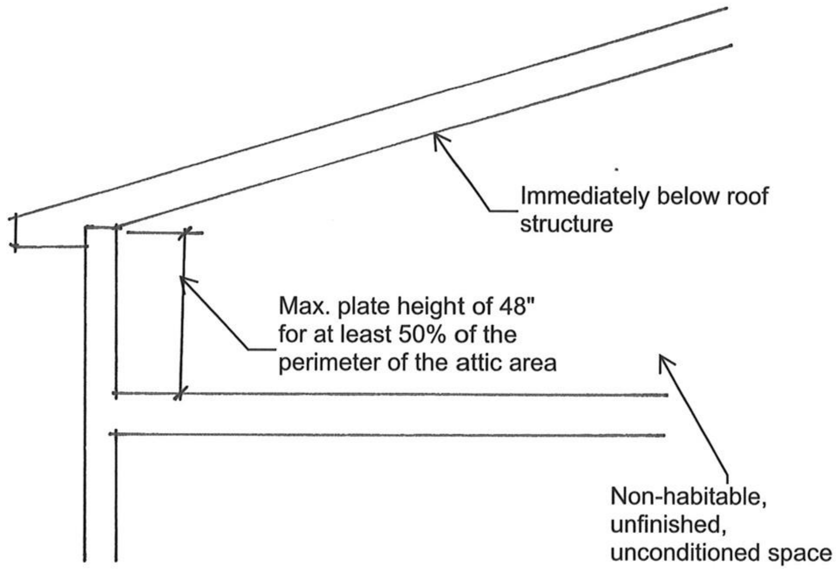
B-3.16 ***Wall size.*** Large expanses of wall should be avoided if they adversely contribute to a building's appearance of bulk. A building's volume should be articulated consistent with its architectural style, where possible. Wall heights should allow proportional human scale window and door details.

B-3.17 ***Roof size and line.*** Large expanses of roof should be avoided if they adversely contribute to a building's appearance of bulk. A building's massing should be changed, if possible, to avoid large expanse of a roof. Roof lines should be varied where appropriate to the design. Where appropriate, bring some portions of the roof down to the gutter or eave line of the first-story roof to reduce the apparent volume of the building.

B-3.18 ***Grade manipulation.*** Development should not manipulate existing or finished grade in order to conceal the actual size, bulk, and scale of the proposed building.

<u>**B-3-19** ***Attics.*** Attics are defined in Section 50-3 of the Nichols Hills City Code. Attics are not included in Floor Area calculations. Generally, at least 50 percent of the space that is considered attic must have a plate height of 48-inches or less above the floor structure, as depicted below.</u>

Attic Definition Exhibit



ATTIC SPACE

B-3-20 ***Basements.*** Basements are defined and depicted in Section 50-3 of the Nichols Hills City Code. Basements are not included in Floor Area calculations.

4. Quality of materials and workmanship guidelines

One of the most important goals of the Building Commission review process and these Guidelines is to encourage the highest standards in all aspects of construction, including the highest standards in building materials and workmanship and aesthetic compatibility between new and existing buildings. Nichols Hills has long been viewed as a city of high quality, well built, and beautiful homes. These Guidelines regarding quality of materials and workmanship serve to continue that important heritage.

Note that the Nichols Hills City Code includes various provisions that relate to the quality of materials and workmanship for all construction and development projects. As applicable, each of these regulations must be followed. In addition, the following guidelines should be used to determine whether the quality of materials and workmanship proposed for a project reaches the intention of the Nichols Hills City Code and these Guidelines.

B-4.1 ***Building materials and construction in general.*** Building materials should be of high quality and high durability, installed by experienced contractors registered with the City of Nichols Hills. The Nichols Hills City Code specifically sets out certain exterior building materials that are prohibited and some that are allowed. See Nichols Hills City Code Section 50-140, *Prohibited and allowed exterior building materials in residential districts.*

B-4.2 ***Contractors.*** Contractors must meet all of the requirements set out in the Nichols Hills City Code, including the requirement that they be registered with the City, but must also have an understanding of the expectations and goals set out in these Guidelines, as enforced by the Building Commission.

B-4.3 ***Foundations.*** All foundation work should be of the highest quality and workmanship. In accordance with any required geotechnical soil testing, the foundation and slab, must be based on the stamped instructions of a licensed architect or structural engineer's design.

B-4.4 ***Exterior building materials.*** Nichols Hills City Code Section 50-140, *Prohibited and allowed exterior building materials in residential districts*, sets out the prohibited and allowed exterior building materials in residential districts. As to all buildings, exterior finish materials generally should be brick, rock, stone, cast stone, cement stucco or other masonry material. All exterior materials should appear as structural elements of the building and not as superficial coverings. See also Nichols Hills City Code Section 50-140.

B-4.5 ***Additional generally prohibited materials.*** Metal as a building skin, including metal structures such as sheds, are generally prohibited. Mirrored glass and exposed concrete block are also not acceptable building materials. See also Nichols Hills City Code Section 50-140.

B-4.6 ***Roofing materials.*** Roofing shingles should be constructed of high-quality roofing materials such as slate, architectural or laminated asphalt, composite slate, clay tile, stone-coated steel or wood, all of which must meet the Nichols Hills City Code's requirements as applicable. Eave closures, such as bird stops, if any, must be mortared with natural cement. See also Nichols Hills City Code Section 50-140.

B-4.7 ***Gutters, downspouts, flashing, and valleys.*** Gutters, downspouts, flashing, and valleys should be copper, lead-coated copper, powder-coated aluminum or baked enamel aluminum. All should be of a color to match the building's cornice (unless copper or lead-coated copper).

B-4.8 ***Windows.*** Windows should be wood, wood-clad, heavy-duty aluminum or steel. Burglar bars on the exterior of windows and doors are not permitted. Canvas awnings are generally not permitted. Shutters in a color, design, and size complimentary to the building exterior are generally acceptable.

B-4.9 ***Plumbing vents and Sheetmetal pipes*.** Where possible, plumbing vents and mechanical flue pipes should be installed so as not to be visible from the street and painted to match the roof color.

B-4.10 ***Chimneys.*** Chimneys should be structurally and substantially enclosed with an architecturally compatible material. Chimneys should be featured as architectural elements. Chimney caps must be decorative and spark arrestors must be concealed.

B-4.11 ***Retaining walls.*** Retaining walls should be engineered to perform the function that mandates their inclusion and constructed of concrete or concrete masonry unit (CMU). Where visible from the street, they should be built or veneered with materials that are the same as or complimentary to the exterior of the building.

B-4.12 ***Fences.*** Chain-link fence or fence containing extruded plastic or polyvinyl materials are generally prohibited. See Nichols Hills City Code Article VI, *Fences*, Chapter 8, *Buildings and Building Regulations,* for more requirements regarding fences.

B-4.13 ***Pergolas, gazebos, trellises, and arbors.*** Accessory structures such as pergolas, gazebos, trellises, and arbors should generally be constructed of heavy timber or wrought iron.

5. Architectural style guidelines

Architectural style can be defined as a consistent design theme that is manifested on the exterior form and decorative elements of a project. The many varieties of architectural styles in Nichols Hills—up to 34 different styles—are a contributing factor to the visual appeal of the City. While the Nichols Hills City Code does not mandate that buildings be of any particular architectural style, creating a cohesive and consistent architectural style throughout a project is important—the Nichols Hills City Code and these Guidelines require the highest standards in architectural design which begins with choosing an appropriate architectural style and applying that style consistently throughout a project. The following guidelines should be followed in determining and applying architectural style.

B-5.1 ***Definite style and consistent design.*** A definite architectural style should be chosen for a project, and that style should be consistently applied throughout the entire exterior of the building and any accessory structures on the site.

B-5.2 ***Additions and alterations to existing buildings.*** Additions to and alterations of existing buildings should be compatible with the existing architecture or the entire building should be remodeled in a single architectural style. The height and mass of additions may not adversely impact any adjacent structures.

B-5.3 ***Roofing materials.*** Roofing materials and color should be consistent with the building's architectural style.

B-5.4 ***Architectural and structural elements.*** Architectural elements, such as windows, doors, and cornices should create a rhythmic composition taking into consideration scale, style, and architectural proportion. These elements should be detailed to provide modulation, visual interest, and texture variations. Structural elements should be consistent with the best elements that distinguish the building's particular architecture, including volume, massing, scale, rooflines, colors, textures, and materials.

B-5.5 ***Height and scale.*** Building height and scale should be compatible with the architectural style of the house.

B-5.6 ***Accessory structures.*** The architectural style of accessory structures should be in an appropriate and well-designed relationship with the architectural style of the main building.

B-5.7 ***Roof design.*** Roof forms should be carefully planned for a well-designed and high-quality building. Roof patterns are created through the roof slope, materials, and massing of roofs. The mass of a roof and how it is articulated into different shapes contributes to the character of a building. See also Guideline B-3.7 and Guideline B-3.14.

- When planning a new building or second-story addition, begin with a primary roof form that is compatible with the District and the existing neighborhood.

- Additional roof forms should be architecturally compatible with the primary form's slope and material.

- Screen mechanical equipment and garbage / recycling containers.

6. Architectural features, materials, and color guidelines

Architectural features—such as doors, windows, terraces, porches, chimneys, dormers, skylights, railings, balconies, and architectural trim—and the color and texture of visible exterior building materials should be compositionally consistent with the mass, bulk, and scale of the building and its architectural style.

B-6.1 ***Proportionality.*** Architectural features should be proportionate to the overall building and to each other.

B-6.2 ***Ornamentation.*** Ornamentation should be applied to be consistent with the architectural style of the building. Ornamentation that will make the building appear overly decorated should be avoided.

B-6.3 ***Exterior materials and colors.***

- Exterior materials and building colors should complement the architectural style of the building and be compatible with the exterior materials and building colors of buildings in the applicable District and buildings on the block in which the property is located.

- Exterior façade colors should be low reflectance, subtle, neutral or earth-tone colors.

- There should be a consistency and harmony of all materials, color, composition, and architectural detail on all sides of a structure.

- The Building Commission requires color samples if available at the time an application is submitted. If color samples are not then available, the Building Commission may condition issuance of a Certificate of Approval on its receipt of such color samples at a later date or assurance from the applicant as to what such colors will be.

B-6.4 ***Roofing materials.*** Roofing materials and color should be consistent with the building's architectural style.

B-6.5 ***Walls, fences, hedges, and gates.*** [9]

- Fences, walls, and hedges, if any, should be integrated with the structures and setting, their heights should be proportional to their function and heavily landscaped.

- Walls, fences, and entrance gates and associated landscaping should not be visually intrusive to the neighborhood and designed to respect vehicular and pedestrian access and circulation.

- Large expanses of building walls, especially when combined with retaining walls, should be avoided.

- Where walls, fences, and entrance gates are visually proximate to structures on the site, they should be compatible with the design of the residential building.

[9] See Nichols Hills City Code Article VI, *Fences*, Chapter 8, *Buildings and Building Regulations*, for more requirements regarding fences.

B-6.6 ***Skylights.*** Skylights should be consistent with and complementary to overall design of building. Aluminum skylight frames must be bronze anodized or otherwise treated to minimize light reflection. Skylights should be sited to avoid creating daytime glare or substantial night light visible from surrounding properties and from public view.

B-6.7 ***Paving.*** Large expanses of paved area throughout a property should be avoided in favor of breaking up paved areas with colored or textured materials, vegetation, and/or a more natural hardscape surface or accenting.

B-6.8 ***Main entries.*** Main entries should be visible from the street and contribute towards a friendly neighborhood experience.

7. Privacy Guidelines

The Nichols Hills City Code Building Commission guidelines require that all "architecture and landscaping respect the privacy of adjacent properties." [10] The following guidelines can help ensure that your construction project meets this important requirement. Also note that the Nichols Hills City Code requires sight-proof screening in some situations.

When considering the privacy required for adjacent properties, think about what the concerns would be if your next door neighbor or neighboring business was proposing to either build a new building or remodel or add on to an existing building. Incorporate those concerns into the design your project.

Residents should be provided with privacy both inside and outside their homes by utilizing site layout techniques such as alternating the placement of windows, rear yard outdoor patio areas, and entrances on adjacent lots. Windows on adjacent properties shall not be located directly across from each other.

When a project is reviewed, the Building Commission will be looking for general compliance with these privacy guidelines, as well as applicable sight-proof screening requirements in the Nichols Hills City Code. The Building Commission understands that, in some cases, strict compliance with privacy, landscaping, noise, and lighting guidelines may not be possible or necessary. However, in cases where a project's design appears to raise potential significant issues that would not be posed with a suitable alternative project design more sensitive to adjacent properties, the Building Commission may deny the project. You should communicate to the Building Commission in a written statement how your project is generally consistent or is inconsistent with these privacy guidelines, as the case may be.

B-7.1 ***Visual distance.*** Buildings and additions to buildings should be located to increase visual distance between buildings. Avoiding large two-story building masses at the sides and rear of adjacent rear yards can help preserve privacy and sunlight access for your building and for neighboring properties. Rather than simply following the Nichols Hills City Code's minimum setback standards, consider what a comfortable distance between a proposed addition and an

[10] Nichols Hills City Code Section 50-344, *Purpose and intent of the building moving, demolition, design, and construction review process.*

existing neighbor's building would be. Also consider the pattern of building separation in the immediate neighborhood and design a project compatible with this pattern. Locate areas that require more privacy away from your neighbors. Orient active outdoor areas away from neighbors.

B-7.2 ***Upper-Story decks and balconies.*** Avoid or minimize the number of decks that overlook neighboring properties. Locate upper-story balconies and decks to minimize the loss of privacy for neighboring properties. Upper-story balconies or decks facing the street are usually preferable to upper-story balconies or decks facing a yard area adjacent to a neighbor. Techniques to lessen impacts to neighboring property privacy include the following:

- Meeting with neighbors adjacent to proposed upper-story balconies and decks prior to beginning the City application process is strongly encouraged.
- Screen second-story balconies and decks from neighboring property by incorporating architectural screening elements, such as enclosing walls, trellises or awnings. For example, effective enclosures might include walls over four feet and perimeter planters facing neighbor's side or rear yards.
- Locate second-story balconies and decks to avoid direct sight lines from the deck or balcony to neighbors' windows, open yard, patio, deck, and/or loggia areas.
- Set back upper-story decks or balconies over 20 square feet at least 15 feet from interior lot lines when possible.

B-7.3 ***Upper-story windows.***

- Minimize the number of windows on proposed buildings that overlook neighboring properties. Orient upper-story windows to protect a neighbor's privacy.
- Place windows to avoid direct views into existing neighboring windows by offsetting or staggering windows facing neighbors' windows.
- Avoid large upper-story windows overlooking adjacent rear yards.
- Use frosted or semi-transparent window glass at necessary window locations felt to be invasive, allowing illumination while protecting privacy.
- Set back upper floors or increase side and rear setbacks to pull windows farther away from neighboring residences.

B-7.4 ***Landscaping.*** In addition to the requirements as to landscaping set out in Nichols Hills City Code Section 50-133, *Landscaping*, and the guidelines set out in Section 8 of these Guidelines, the following guidelines should be followed to promote the respect for the privacy of adjoining properties.

- Screening plants, such as hedges on side and rear property lines, should be considered to create privacy between neighbors.

- Keep existing vegetation that currently gives privacy to you or your neighbors.

- Use landscaping to screen outdoor living areas.

- Use evergreen trees and shrubs to provide year-round privacy.

- Include means for regulated and measured irrigation for all required planting materials. Avoid designs that require unnecessarily large quantities of the City's water. Design and maintain irrigation systems to avoid spraying onto or running off of driveways and City streets.

- When proposed window placement creates direct views between neighbors or their living areas, a mandatory installed screen, fence or landscape plan may be required to provide additional screening.

B-7.5 ***Noise.*** In addition to the prohibitions as to noise set out in Nichols Hills City Code Article V, *Offenses involving public peace and order,* Chapter 32, *Offenses*, the following guidelines should be followed to promote the respect for the privacy of adjoining properties.

- Orient active outdoor areas away from neighbors.

- Avoid placing noise sources at the sides of small lots or near neighboring windows of frequently used rooms (pool or air conditioning equipment, garbage can, parking areas, balconies, barbecue areas, spas, outdoor furniture, etc.).

- Retain or add walls that act as noise buffers.

- Equipment that runs on a regular basis and that must be attached to a structure should minimize noise impacts to neighboring properties. Consider locating air conditioning, pool, and other mechanical equipment as far from neighboring structures as possible and insulate equipment.

B-7.6 ***Lighting.*** Lighting is typically proposed for security and decorative reasons and should be designed in a way that it is not detrimental to neighboring properties. A good lighting plan for a building will provide sufficient light for adequate site security, will use fixtures appropriate for the style of architecture, and will use the least amount of light and energy necessary to meet those objectives.

- ***In general.*** In general, all exterior lighting should be designed, located, and lamped in order to prevent or minimize over-lighting, energy waste, glare, light trespass, and skyglow. Outdoor lighting that projects onto other property is prohibited. [11]

- ***Minimize lighting.*** Plan carefully to only install lighting where it is needed. Directional lighting and lower intensity lamps can reduce lighting impacts. Indiscriminate flood-lighting of broad areas is unacceptable. Where safety "flood-lighting" is proposed for areas such as garage entries, only use lighting activated by motion sensors and directed downward.

- ***Keep lighting low and close.*** Light sources for landscape lighting should be near to the ground. Fixtures mounted on a building should relate to a human scale in size and mounting height. Flood-lighting for security, when used, must be aimed close to the building and not create glare for neighbors.

- ***Consider distant views.*** Light sources must not be objectionable when seen from a distance. Consider how to place lighting on your site in ways that will minimize visibility from distant locations.

- ***Driveways.*** Where possible, design driveways and landscaping so that headlights do not shine onto neighboring properties. Keep in mind the view of this lighting from surrounding areas.

- ***Walkway lighting.*** Along walkways, low-level lighting in the form of bollards or fixtures mounted on short posts are the preferred lighting solution. Fixtures should be located to avoid hazards for pedestrians or vehicles, and should account for growth of landscaping.

- ***Light shielding.*** Where other than low-intensity light sources are used, fixtures must incorporate shielding to prevent objectionable brightness or light trespass.

- ***Outdoor living areas.*** Lighting for outdoor living areas such as decks, patios, and swimming pools should be designed to minimize the visibility of the lighting from the surrounding neighborhood.

- ***Exterior landscape lighting.*** Exterior landscape lighting is encouraged.

8. Landscape guidelines

Section 50-133 of the Nichols Hills City Code details the City's recognition of the value of landscaping in achieving many goals, including promoting health, ecological, and aesthetic benefits and protecting the environment. That section sets out the City's landscaping requirements for all Districts. Specifically, Section 50-133 addresses general landscape provisions that apply to

[11] See Nichols Hills City Code Section 8-66, *Yard lights, outdoor lights projecting onto other property prohibited.*

all districts; requirements specific to the single-family residential districts; and requirements specific to the multi-family, commercial, church, and special zoning districts. The requirements set out in that section are the minimum requirements that must be met to ensure Code compliance.

As set out in the Building Commission Ordinance, the goals of the building moving, demolition, design, and construction review process are, among other things, to protect the privacy rights and aesthetic expectations of the City's residents. Accordingly, the Building Commission Ordinance requires that the highest standards in landscape design be used; that landscapes in the residential zoning districts be well-kept and beautiful; and that landscaping be used to respect the privacy of adjacent properties.

The following guidelines should be followed to ensure that planned landscaping for construction projects meets the goals sought by these Guidelines.

B-8.1 ***Landscape planning in general.*** The Nichols Hills City Code and these Guidelines require that applicants submit landscape plans that must meet specific requirements to be approved. Landscapes must be designed using the highest applicable standards and must respect the privacy of adjacent properties. Landscape elements, particularly trees and plant materials, should be planned in an organized and harmonious fashion that will enhance, protect, and promote the economic, ecological, and aesthetic environment.

B-8.2 ***Compatibility of landscaping.*** Landscapes should be planned so as to be compatible with the development regulations for the applicable District, with the architectural style of the proposed building, and with landscaping throughout the City. Applicants should explore the patterns of landscaping existing throughout the City, recognizing that development of outdoor spaces has implications for neighbors and the City as a whole. As noted in Section 5 of these Guidelines, the City enjoys many different architectural styles. The City enjoys many different landscaping styles as well, which contributes greatly to the City's visual appeal. While the Building Commission does not dictate that a particular style of landscaping be used, cohesiveness and compatibility of the landscape with the building itself and with surrounding properties is important.

B-8.3 ***Oklahoma City reference guide.*** The document "Trees and Plants for Oklahoma City," a copy of which is available on the City's website, should be referenced in making selections of plant species and recommended spacing. Note that this guide is not all-inclusive as to trees and plants that are suitable selections for the City.

B-8.4 ***Site planning.*** As described in Section B-1 of these Guidelines, the placement and orientation of landscaping and hardscape is an important element of proper site design. Specifically, as set out in Guidelines B-1.3, the environmental setting of the property and existing and proposed landscaping should be carefully considered in the site planning and structure placement process. Landscaping can define actual boundaries such as property lines and access routes. It can also define spatial and implied boundaries between outdoor spaces and the street. Buildings should be designed such that they blend with the environment and natural land forms, complementary to neighboring properties. As noted in Guideline B-7.6, exterior landscape lighting is encouraged but must respect the privacy of adjoining properties.

B-8.5 ***Landscape proportionality.*** As set out in Section 3 of these Guidelines, it is important for projects to be proportional in terms of volume, bulk, massing, and scale. Likewise, landscaping should be proportional to the mass and bulk of the building, enhancing it rather than detracting from it. Plantings should not be used simply to decorate the edges of a project. For example, a two-foot planting strip around the perimeter of a large building can negatively affect the mass and visual impact of a building. Landscaping can help reduce the apparent mass and bulk of a building by pulling the site upward to engage the building.

B-8.6 ***Use of landscaping to promote privacy.*** Landscape components play an important role in reducing the negative impacts on the privacy of adjoining properties. When planning a project, the use of landscaping to ensure the privacy of adjoining properties should be carefully considered, following the guidelines set out in Guideline B-7.4. In addition, the Building Commission may require that the proposed project provide additional and specific landscaping elements in order to mitigate intrusions into the privacy of adjoining properties, whether in rear, side or front yard. Such required landscaping elements may not be used to meet the points required by Guideline B-8.8 and B-8.12, as applicable.

B-8.7 ***Screening.*** Landscape plans that include outdoor storage and service areas that are visible from the street should be screened by one or a combination of the following methods:

- Trees planted at spacing required to achieve adequate screening.
- Evergreen shrubs reaching a mature height of at least three feet and spaced in a manner to achieve a consistent visual screen.
- An earthen berm (minimum 30 inches height and 3:1 slope).
- An opaque wall or fence a minimum of six feet high.

B-8.8 ***Landscape requirements in the Single-Family and Two-Family Residential Districts.*** Construction of new and replacement dwellings and additions to existing dwellings (other than minor additions) must be accompanied by a landscape plan meeting the following requirements and meeting the required number of landscape points. Examples of application of the point system follow at the end of this Section.

- ***Front yards.*** All front yards must be landscaped, except walkways, parking, pertinent equipment, drainage utilities, and other accessory structures. Such landscaping must consist of a combination of living vegetation, such as trees, shrubs, grasses or groundcover materials, planted and maintained or preserved as existing natural vegetation areas (e.g. woods or thickets).
- ***Side yards.*** Side yards that are visible from the street must likewise be landscaped as they represent critical areas for landscape design. Not only do they have a visual responsibility to the street, but they are the place where impacts on neighbors must be managed. When designing projects, consideration should be given to neighboring residences and their use of outdoor spaces. Landscaping should be placed to help create a sense of separation and

privacy. Equal care should be given to consideration of sunlight and views. Placement of landscaping elements should not substantially disrupt existing patterns.

- ***Non-paved areas.*** Lawn-quality sod, evergreen or deciduous groundcovers, beds with plantings or mulch must cover all non-paved and non-built developed areas.

- ***Irrigation systems required.*** Construction of new and replacement dwellings requires installation of a new irrigation system. See Guideline B-8-19.

- ***Landscape plans and required points.*** A landscape plan for the proposed landscaping meeting the requirements set out in Guideline B-8.12 must be submitted to the Building Commission for review. Further the proposed landscaping in the front and side yards as shown by the plan must equal or exceed 33 points for every 1000 square feet of front yard and side yard, with a minimum of 250 points required for each front yard and side yard. Point values are set out in Guideline B-8.9.

- ***Paving and hardscape included for determining points.*** For the purpose of determining the required number of points, front and side yard square footage includes all paving and hardscape.

- ***Tree requirement.*** A minimum of one tree with a minimum caliper of three inches is required for every 2000 square feet of front and side yard. Such trees will count toward the required number of points.

- ***Combinations of plantings.*** Most any combination of plantings may be used to obtain the necessary number of points provided that such combination otherwise complies with these Guidelines. The Building Commission encourages creativity and diversity in landscaping.

- ***Privacy concerns.*** As noted in Guidelines B-8.6, landscaping required by the Building Commission to address privacy concerns will not be counted toward the required number of points.

- ***Landscaping in right-of-way.*** Landscaping within the street right-of-way between the curb-line and the property line should be included, as required by the Nichols Hills City Code.

B-8.9 ***Landscape points required in the Single-Family and Two-Family Residential Districts.***

POINT VALUES FOR VARIOUS PLANTINGS		
Type of Plant Material	**Minimum Size (at time of planting)**	

	Deciduous Trees	**Evergreen Trees**	**Point Value**
Large Tree	8-inch or greater caliper	22 ft. and over	26
	7-inch caliper	19—21 ft. height	24
	6-inch caliper	16—18 ft. height	22
	5-inch caliper	13—15 ft. height	20
	4-inch caliper	11—12 ft. height	18
	3-inch caliper	9—10 ft. height	15
Medium Tree	2-inch caliper	7—8 ft. height	12
Small Tree	Single Trunk: 1-inch caliper	5—6 ft. height	9
Ornamental Tree	Multiple Trunk (minimum 3 trunks): Smallest trunk 1-inch caliper	5—6 ft. height	9
Large Shrub/Perennial	5 gallon and 24-inch height at planting		3
Medium Shrub/Perennial	3 gallon and 12-inch height at planting		2
Small Shrub/Perennial	2 gallon and 8-inch height at planting		1
Groundcover/Perennial	1 gallon 4-inch pots		½ ¼
Existing Significant Tree	6-inch caliper (Guideline B-8.10 *Existing Tree Credits)*		22 to 50

Landscaped Berm	30-inch height; 10-foot length, 3:1 slope	1 per 5 l.f.
Turf Grass	N/A	¼ per s.y.

- A minimum of 25 percent of required points must be used for evergreen plantings.
- A maximum of 25 percent of required points may be used for turf grass.
- A maximum of 15 percent of required points may be used for perennial plantings.

B-8.10 ***Existing trees.*** In order to encourage the preservation of the City's older trees, credits toward required points may be given for existing trees that are preserved. Eligible trees include any Significant Tree within the developed area that is determined to be preserved through protection from possible impacts of construction. "Significant tree" means any existing tree with a caliper of six inches or greater, determined to be in good health by a qualified professional (i.e. Urban Forester, Certified Arborist) following guidelines established by the International Society of Arboriculture.

Landscape points may be applied for each existing Significant Tree of the following sizes:

POINTS FOR EXISTING SIGNIFICANT TREES	
SIZE	**LANDSCAPE POINTS APPLIED**
6 inch caliper	22
7 inch caliper	24
8 inch to 10 inch caliper	26
10.1 inch caliper to 15 inch DBH	30

15.1 inch to 20 inch DBH	35
20.1 inch to 25 inch DBH	40
Over 25 DBH	50

DBH = diameter at breast height

- Existing trees for which an applicant wishes to receive credit must be in the developed area, however, no more than 25 percent of the total points may be located within the public rights-of-way.
- Any significant tree claimed for points that dies during construction or as a result of construction, must be replaced with a tree (or trees) to equal or exceed the point of value of the lost tree.
- All site plans should clearly show which trees are to be preserved and how the trees will be protected and impacted during construction.

B-8.11 ***Landscape plans.*** Landscape plans should include the following:

- North arrow and scale.
- The location of existing property lines and dimensions of the tract, accurately drawn to scale.
- Exact locations and outline of all rights-of-way.
- The location of all existing and proposed buildings, and parking areas, if any, including the exact number of parking spaces provided.
- The location and size of any permanent fixture or structure including sidewalks, walls, fences, trash enclosures, project storage, lighting fixtures, signs, and benches, that are relevant to the landscape plan.
- The location, size, and type of all above-ground and underground public utilities with notation, where appropriate, as to any safety hazards to avoid during installation of landscaping. Alternatively, a letter of no objection provided by the utility company may be required.
- The location, size, type, spacing (on center), and quantity of all proposed plant materials and existing plant materials credited for points must be graphically represented and

referenced on the plan by a common name and/or scientific name or an appropriate key of all plant species.

- The method of irrigation and area of coverage must be indicated.

- All screening required by the Nichols Hills City Code and these Guidelines.

- A table listing the square footage of the front and side yards and all plant materials by scientific and common name, size, type, quantity, and point value and totals.

B-8.12 ***Landscaping plans and points for the Multi-Family, Church, Office, and Retail Districts.*** For construction of main and secondary buildings and additions to main and secondary buildings in the multi-family, church, office, and retail districts, the Building Commission adopts The City of Oklahoma City's process and requirements, including its planting requirements (including frontage tree requirements) and point system (requiring site points and parking lot points) for review of landscape plans in the Multi-Family Districts, Church District, the Office District and the Retail Business District. See Oklahoma City Municipal Code, § 59-1120, *Steps required for approval of the landscape plan* and subsection (C) in particular.

B-8.13 ***Artificial turf and synthetic plants.*** Artificial turf and all forms of synthetic fibers meant to look like natural grass and all synthetic plants are prohibited in the front yards of residences in all Residential Districts. Artificial grass and all forms of synthetic plants are prohibited in all landscapes in the Church District, the Office District and the Retail Business District.

B-8.14 ***Selection and location of trees.***

- ***Tree selections.*** Consideration should be given as to whether a proposed species of tree has been proven successful in Oklahoma's often harsh weather conditions. Landscape plans should not include trees that reach a mature height of more than 15 feet to be planted within ten feet of an overhead utility line.

- ***Locating trees.*** Consideration should be given to the location of trees, so that when they reach mature height they do not interfere with utility wires, other structures or neighboring properties.

- ***Existing trees.*** Healthy, existing mature trees should be retained to the extent possible. However, excessively pruned and malformed trees should be considered for removal. The Building Commission will be reluctant to award any landscaping "points" to a tree that has been excessively pruned and/or is malformed. See Guideline B-8.10 regarding Significant Trees.

B-8.15 ***Certain trees and plants should be avoided.*** Trees and plants that are or could be dangerous to the environment or that are or could be invasive to neighboring properties are prohibited. Consideration should always be given to each plant species and whether that species has been proven successful in Oklahoma. As noted in Guideline B.8-3, Oklahoma City's "Trees and Plants for Oklahoma City" is a helpful guide.

B-8.16 ***Landscaping as to additions and alterations to existing buildings.*** When an addition or alteration to an existing building is planned, new landscaping, if any, should complement the existing landscaping if to remain and should extend useful landscaping patterns.

B-8.17 ***Irrigation systems.*** Irrigation systems are required for all construction of main and secondary buildings and additions to main and secondary buildings (except minor additions). Landscape plans should indicate the type and location of irrigation that will be used. Plans should be specific enough to show that full and proper coverage will be provided to all required landscape areas and plant materials.

Examples of landscape points for the single-family and two-family residential districts.

Requirements: One tree per 2000 square feet of front and side yard; 33 landscape points per 1000 square feet of front and side yards (including paving and hardscape)

Example One:

2850 square-foot house with 7950 square feet of front and side yards, including paving and hardscape.

Calculating required points: 7950 square feet ÷ 1000 = 7.95 x 33 points = 262 points required
Calculating required trees: 7950 square feet ÷ 2000 = 3.975 = 4 trees required

Possible landscape plan meeting required points:

4 trees with 3-inch caliper = 15 points each	Total: 60 points
49 5-gallon shrubs = 3 points each	Total: 147 points
Turf – 2000 square feet = ¼ per square yard	Total: 55 points

Total Points obtained: 262 points

Example Two:

5000+ square-foot house with 11,700 square feet of front and side yards, including paving and hardscape.

Calculating required points: 11750 square feet ÷ 1000 = 11.7 x 33 points = 386 points required
Calculating required trees: 11750 square feet ÷ 2000 = 5.875 = 6 trees required

Possible landscape plan meeting required points:

6 trees with 3-inch caliper = 15 points each	Total: 90 points
76 5-gallon shrubs = 3 points each	Total: 228points
Turf – 2500 square feet = ¼ per square yard	Total: 69 points

Total Points obtained: 387 points

Example Three:

Estate District house with one acre (43,560 square feet) of front and side yards, including paving and hardscape.

Calculating required points: 43,560 square feet ÷ 1000 = 43.56 x 33 points = 1437 points required
Calculating required trees: 43,560 square feet ÷ 2000 = 21.78 = 22 trees required

Possible landscape plan meeting required points:

22 trees with 3-inch caliper = 15 points each	Total: 330 points
249 5-gallon shrubs = 3 points each	Total: 747 points
Turf –21,780 (half lot) square feet = ¼ per square yard	Total: 360 points

Total Points obtained: 1436 points

Note that on large lots, credit for Significant Trees is also likely.

IV. Glossary

Below are definitions of various terms used in these Guidelines, including many that are defined by the Nichols Hills City Code at Section 50-3, *Definitions*. Additional defined terms applicable to construction may be found in that Section as well.

Accessory building, structure, or use ~~means a building, structure, or use that is incidental, appropriate, and subordinate to the principal use of the land or buildings located upon the same premises. A permitted home office use defined and allowed in Section 50-136 is an accessory use. Typical accessory structures on a residential property would be a detached garage, carport, greenhouse, cabana, gazebo, pergola, storage shed, and any other structure that is incidental, appropriate, and subordinate to the principal use of the residence. Architectural elements such as trellises and arbors that are used only for decorative purposes are not accessory structures provided that the architectural design and material used harmonize with the main building.~~ – see Nichols Hills City Code Section 50-3.

Addition ~~means an extension or increase in floor area or height of an existing building.~~ – see Nichols Hills City Code Sec. 50-3.

Alteration ~~means any construction or renovation to an existing building that requires a building permit and that is not a repair or an addition.~~ – see Nichols Hills City Code Sec. 50-3.

Architectural Resources are buildings that possess significant local interest or significant artistic or architectural merit, that are particularly representative of their class or period, or that are particularly important to the City's history.

Attic – see Nichols Hills City Code Sec. 50-3.

Basement – see Nichols Hills City Code Sec. 50-3.

Buildable area – see Nichols Hills City Code Sec. 50-3.

Building ~~means any structure intended for the shelter, housing or enclosure of persons, animals or movable or transferrable personal property. When separated by dividing walls without openings, each portion of such structure so separated shall be deemed a separate structure.~~ – see Nichols Hills City Code Sec. 50-3.

Building Commission Ordinance means Nichols Hills City Code Article V, *Building Commission*, Chapter 50, *Zoning*.

Building height ~~means the vertical distance from the ground elevation of the lot, established prior to any filling or excavating operations, by locating the centroid of the proposed structure as it will be placed on the lot and measuring to the horizontal plane intersected by the highest point of the structure. Chimneys and antennas shall not be considered as structural elements for the purpose of measuring building height.~~. – see Nichols Hills City Code Sec. 50-3.

Building, main~~, means a building in which is conducted the principal use of the lot on which it is situated. In single-family and two-family residential districts, a dwelling shall be deemed to be the main building, and only one main building shall be permitted on a lot. In church, office, commercial, or planned unit development districts, multiple buildings shall be permitted on one lot, but the zoning district's use and development regulations for main buildings shall apply to all such structures.~~ – see Nichols Hills City Code Sec. 50-3.

Building setbacks/lines ~~means the required open space between the property lines and the exterior of the structure. Building setbacks/lines are established by plat restrictions, private covenants, and city ordinances.~~ – see Nichols Hills City Code Sec. 50-3.

Building site ~~means the buildable area of a single parcel of land, determined by setback lines, occupied or intended to be occupied by a building or structure.~~ – see Nichols Hills City Code Sec. 50-3.

Centroid – see Nichols Hills City Code Sec. 50-3.

City's website means www.nicholshills.net.

Code Official means the designated representative of the City Manager for the purposes set out in these Guidelines.

Contractor means any person who in the course of an independent occupation undertakes to do work in the city for another person. Contractors include electrical contractors, general contractors, gasfitting contractors, mechanical contractors, plumbing contractors, and subcontractors.

Dwelling ~~means any building, or portion thereof, which is designed or used as living quarters for one or more families, but not including mobile homes or travel trailers~~. – see Nichols Hills City Code Sec. 50-3.

Fence ~~means an artificially constructed barrier of any material or combination of materials erected to enclose a piece of land, or to divide a piece of land into distinct portions, or to separate two contiguous pieces of land, connected together and designed for use in a fixed position, erected upon the ground for decorative or functional purposes. A fence is not an "accessory building, accessory structure, or accessory use," as defined in the Nichols Hills City Code~~. – see Nichols Hills City Code Sec. 50-3.

Floor area, gross~~, means the sum of the gross horizontal areas of all of the floors of a building or buildings, measured from the exterior faces of exterior walls or from the centerline of walls separating the two buildings, and including, but not limited to, the following spaces unless specifically excluded herein:~~

~~(1) Elevator shafts and stairwells at each floor;~~
~~(2) Penthouses;~~
~~(3) Interior balconies, mezzanines, and enclosed covered porches and enclosed steps;~~

~~(4) Accessory uses in enclosed covered space, but not including uncovered space used for off-street parking;~~
~~(5) Basements shall be excluded from calculations;~~
~~(6) Enclosed areas within a pitched roof but above the plate line of the structure shall be excluded from calculations;~~
~~(7) Garages shall be excluded from calculations.~~ – see Nichols Hills City Code Sec. 50-3.

Floor area ratio ~~means a mathematical expression (gross floor area/buildable lot area = floor area ratio) determined by dividing the gross floor area of a building by the buildable area of a lot, as determined by setback lines, on which the building is located~~. – see Nichols Hills City Code Sec. 50-3.

Guidelines means these guidelines, as recommended by the Building Commission and adopted by the City Council.

Landscaping ~~means the aesthetic improvement of land by adding live plants such as trees, shrubs, lawns, ground cover or flowers, frequently in combination with ornamental construction elements (fences, screens, grills, decorative paving or mulches, stones, etc.) and art forms (sculpture, mosaics, water features, etc.). Lighting may be incorporated into the landscaping.~~ – see Nichols Hills City Code Sec. 50-3.

Lot ~~means any plot of land occupied or intended to be occupied by one building, or a group of buildings, and accessory buildings and uses, including such open spaces as required by this chapter and other laws or ordinances, and having its principal frontage on a street. For purposes of this chapter, *lot* includes, but is not limited to, a measured plot of land having fixed boundaries and designated on a plat and of at least sufficient size to meet minimum use regulations and development standards, as *Lot* is defined in the Nichols Hills Subdivision Regulations.~~ – see Nichols Hills City Code Sec. 50-3.

Lot area ~~means the total horizontal area included within lot lines. Lot area calculations shall not include portions of streets and alleys.~~ – see Nichols Hills City Code Sec. 50-3.

Lot coverage ~~means the percentage of the buildable area of a lot which is covered by a roof or other structure and is not open to the sky. Lot coverage includes, but is not necessarily limited to, the main building, secondary buildings, accessory buildings, covered porches and decks, covered terraces, carports, and porte cocheres. Lot coverage does not include unenclosed swimming pools, unenclosed tennis or game courts, and driveways.~~ – see Nichols Hills City Code Sec. 50-3.

Porch ~~means a gallery or veranda on the outside of a building, projecting from the wall, having a separate roof or uncovered, and open to the front and side yards. A porch permitted to extend into front yard areas has no vehicle access on, though, or under it.~~ – see Nichols Hills City Code Sec. 50-3.

Repair ~~means the reconstruction or renewal of any part of an existing building for the purpose of its maintenance or to correct damage.~~ – see Nichols Hills City Code Sec. 50-3.

Setback ~~means the distance between the lot line and the building line established in the development regulations of each zoning district and in private plat restrictions and covenants~~. – see Nichols Hills City Code Sec. 50-3.

Significant tree means any existing tree with a caliper of six inches or greater, determined to be in good health by a qualified professional (i.e. Urban Forester, Certified Arborist) following guidelines established by the International Society of Arboriculture.

Site development plan ~~means a plan, drawn to scale, which shows:~~

~~(1) The topographic characteristics of the site at a contour interval of not less than one foot;~~
~~(2) The location and dimensions of existing and proposed buildings, yards, courts, landscaping, pedestrian and vehicular circulation, parking, fences and screening; service areas and courts, and other features;~~
~~(3) The use of each building and area;~~
~~(4) The height of buildings, adjacent streets, alleys, utility drainage and other easements;~~
~~(5) The relationship of the development to adjacent areas which it may affect;~~
~~(6) A certified boundary line survey.~~ – see Nichols Hills City Code Sec. 50-3.

Story ~~means that portion of a building, other than a basement included between the surface of any floor and the surface of the floor next above it, or if there is no floor above it, then the space between the floor and the ceiling next above it.~~ – see Nichols Hills City Code Sec. 50-3.

Street ~~means any city-approved public or private thoroughfare which affords the principal means of access to adjoining property.~~ – see Nichols Hills City Code Sec. 50-3.

Structure ~~means anything constructed or erected, the use of which requires location on the ground; or attached to something having a location on the ground, including but not necessarily limited to buildings, swimming pools, spas, flagpoles, signs, antennas, etc.~~ – see Nichols Hills City Code Sec. 50-3.

Yard ~~means an open space at grade, other than a court or plaza, between a building and the adjacent lot lines, unoccupied and unobstructed by any portion of a structure from the ground upward, except where otherwise specifically provided in Chapter 50 of the Nichols Hills City Code.~~ – see Nichols Hills City Code Sec. 50-3.

Yard, front~~, means a yard located in front of the front elevation of a building, extending across a lot between the side yard lines, and being the minimum horizontal distance between the front property line and the main building.~~ – see Nichols Hills City Code Sec. 50-3.

Zoning district ~~means the section or sections of the city for which requirements governing the location and use of buildings and premises are grouped.~~ – see Nichols Hills City Code Sec. 50-3.

From: Shane Pate
To: Amanda Copeland
Cc: Sherry Dickson
Subject: Fwd: [EXTERNAL] Wilshire Blvd. train crossing quiet zone
Date: Thursday, December 9, 2021 1:26:09 PM

FYI. Please include in the Council packets

Begin forwarded message:

From: "E Hoffman, jr" <ephoff@me.com>
Subject: [EXTERNAL] Fwd: Wilshire Blvd. train crossing quiet zone
Date: December 9, 2021 at 12:03:05 PM CST
To: Shane Pate <spate@nicholshills.net>

FYI,

On Dec 8, 2021, at 7:22 PM, David Bohanon <dbohanon@blackstonecom.com> wrote:

Peter, we're very close to having the Wilshire quiet zone funded and our development group has committed $200,000 on top of the City's $384,000. We need to bridge a $50,000 gap to fully fund the project and would like to do so before the end of the year in order to avoid a potential price increase. Knowing that Nichols Hills residents and businesses are as excited to have the train horn silenced as we are and that Nichols Hills property owners will likewise benefit, we are humbly asking for some help in making this private-public improvement to our part of town a reality. We'd love it if Nichols Hills could contribute any amount the city sees fit to contribute. Please call me if you have any questions whatsoever or simply send me a check made out to the City of OKC and put "Wilshire Quiet Zone" in your comments. All the very best,

David A Bohanon JD
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www.blackstonecom.com
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