

AGENDA
BUDGET COMMITTEE – SPECIAL MEETING
THE JENKS CITY COUNCIL
FRIDAY, MAY 31, 2024, 11:30 a.m.
JENKS CITY HALL, 211 N ELM ST

CALL TO ORDER

ROLL CALL

BUSINESS

Official action can only be taken on items which appear on the agenda. The Budget Committee may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item.

1. Review of Revenues and Expenditures (and Transfers) and any accounts or related issues pertaining to the FY 2024-2026 Biennial Budget.
2. Recommend to the Jenks City Council the FY 2024-2026 Biennial Budget and its related documents to implement same.

ADJOURNMENT



CITY OF JENKS
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PHONE (918) 299-5883 • FAX (918) 299-4489

Memorandum

To: Mayor & Members of the Council

From: Tara Kilpatrick, Deputy Finance Director

Date: May 29, 2024

Re: **FY2025 Budget Highlights – CITY**

Revenue Assumptions

- **Sales/Use Tax Revenue** – As of May 2024, the City has collected \$12,330,628 or 88% of the FY23-24 sales/use tax revenue budget of \$13,970,000. For this fiscal year, the average monthly receipt is about \$1,120,966. The benchmark to meet the budget is a receipt of \$1,164,167 per month. If we meet the benchmark for June, we will end the fiscal year with \$13.49 million in revenue which is \$475,205 below budget.

The budgeted revenue for Year 1 sales/use tax revenue is roughly a 15.7% increase over FY23-24's revenue budget taking into account the outlet mall. Anticipated total sales for FY 24-25 for the mall were estimated at \$71,489,250 acknowledging square footage of 340,000, an average sales per square foot rate of \$534, a vacancy rate of 30%, the first sales tax payment from the State not being received until October and using a conservative 75% of the full estimated sales for budgeting. Thus, \$2,540,000 in sales tax is anticipated to be received for FY 24-25 from the outlets.

Through May, the City's sales/use tax collections are relatively flat, being just 0.02% higher than last year at this same time. Historical sales/use tax growth average is 6.35% (over the past 15 years). The average is 8.59% over the last 10 years and 6.86% over the last five years.

- Increased Franchise Fees revenue based on current fiscal year performance.
- Added new revenue line item for the Safer Grant that will assist in offsetting the payroll expenses for the six new firefighters that were recently hired.
- Decreased interest revenue based on current invested dollars.
- Increased transfer from JPWA for sales tax based on the budgeted sales tax anticipated to be received in fiscal year 2025.

Expenses

- **Personnel Expense**

- Standard Pay Raise – A 6% base pay increase was budgeted. Last year, a 3% increase in base pay was approved along with a 3% stipend that was given in a lump sum to employees in July.
- New employees – Five new police officers are budgeted for FY 24-25.

- **Maintenance & Operations**

- Overall, the General Fund is seeing an increase of \$655,623 in Maintenance & Operations over last fiscal year's budget. Increased costs for items are playing a part in that (fuel, vehicle parts) as is the maintenance of a developing city (parks & street maintenance). In addition, funds were budgeted in the General Fund for the Downtown Master Plan.

Master Fee Schedule

A master fee schedule was created when Council approved the biennial budget for FY2020-2022. Staff stated that the schedule would be reviewed every year and would submit recommendations for fee changes. A draft of the proposed FY2025 master fee schedule is attached with changes highlighted in orange.

CITY OF JENKS
FY 2024-2026 BIENNIAL REVENUE BUDGET
GENERAL FUND (FUND 10)

FY 23-24 ACTUAL FOR PERIOD ENDING MARCH 31, 2024

ACCOUNT NO.	REVENUES DESCRIPTION	FY 21-22	FY 22-23	FY 22-23	FY 23-24	FY 23-24	FY 24-25	FY 25-26	BUDGET CHANGE
		ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL - 3/31	YEAR 1 BUDGET	YEAR 2 FINANCIAL PLAN	
10 4010-001	OTHER LICENSES & PERMITS	17,078	7,500	5,764	7,500	\$ 14,465	\$ 10,000	\$ 10,000	2,500
10 4010-002	ELECTRICAL LICENSES	10,375	15,000	14,150	15,000	7,875	10,000	10,500	(5,000)
10 4010-003	PLUMBING LICENSES	10,415	15,000	15,575	15,000	8,800	10,500	10,850	(4,500)
10 4010-004	MECHANICAL LICENSES	7,625	9,800	10,300	9,800	4,465	10,000	10,250	200
10 4010-005	SIGN LICENSES	125	-	-	-	125	-	-	-
10 4010-006	BEVERAGE LICENSES	44,760	32,000	35,105	40,000	11,900	40,000	41,500	-
10 4010-008	SOLICITORS LICENSES	2,835	2,000	2,530	2,000	240	2,000	2,000	-
10 4010-009	SIGN PERMITS	1,046	2,000	3,063	2,000	4,400	2,000	2,000	-
10 4010-010	ELECTRICAL PERMITS	43,383	30,000	26,774	30,000	20,231	26,500	26,500	(3,500)
10 4010-011	PLUMBING PERMITS	48,704	30,000	34,588	30,000	23,891	30,000	31,000	-
10 4010-012	MECHANICAL PERMITS	42,666	30,000	25,374	30,000	16,981	27,500	27,500	(2,500)
10 4010-013	BUILDING PERMITS	234,376	220,000	93,835	220,000	69,149	220,000	220,000	-
10 4010-014	SOLID WASTE REVENUE	50,898	55,000	54,842	58,000	42,085	58,000	58,000	-
10 4010-015	FIREWORKS PERMITS	8,350	10,000	7,180	10,000	6,160	7,000	7,000	(3,000)
10 4010-017	FIRE PERMITS	10,029	10,000	16,807	15,000	14,625	15,000	15,000	-
10 4011/12	INSPECTION FEES	3,960	12,000	3,812	12,000	2,950	7,000	7,000	(5,000)
10 4012	RE-INSPECTION FEES	7,405	-	3,500	-	1,100	-	-	-
10 4013	ENGINEERING FEES	49,172	25,000	24,675	25,000	28,450	25,000	25,000	-
10 4025	BUILDING PERMITS ADMIN FEE	1,877	1,500	1,634	1,800	429	1,000	1,000	(800)
10 4030	ZONING APPLICATIONS	5,595	10,000	16,265	10,000	16,300	15,000	15,000	5,000
10 4040	ALCOHOLIC BEVERAGE TAX	74,486	65,000	81,969	68,000	59,354	75,000	80,000	7,000
10 4060	FRANCHISE FEES	1,271,764	1,053,410	1,533,884	1,200,000	1,112,254	1,300,000	1,350,000	100,000
10 4065	MCDONALDS RENTAL INCOME	48,840	53,000	57,720	53,000	39,960	53,000	53,000	-
10 4080	ASSESSMENT LETTER	850	1,000	600	1,000	600	1,000	1,000	-
10 4110	MOWING	1,119	-	4,273	-	344	-	-	-
10 4130	REIMBURSEMENTS	18,720	-	20,194	-	6,944	-	-	-
10 4140	MISCELLANEOUS	2,200,000	100,000	2,255,151	105,000	136,469	110,000	110,000	5,000
10 4150	SALE OF FIXED ASSETS	-	-	-	-	-	-	-	-
10 4170	MUNICIPAL COURT FINE	161,683	175,000	163,700	175,000	109,551	160,000	165,000	(15,000)
10 4180	MISCELLANEOUS ZONING FEES	54,110	40,000	37,837	40,000	28,868	40,000	40,000	-
10 4190-001	INTEREST	3,404	2,000	146,159	100,000	18,193	21,000	21,000	(79,000)
10 4190-002	INTEREST ON INVESTMENTS	23,464	41,300	25,211	30,000	19,197	30,000	31,000	-
10 4219	SAFER GRANT	-	-	-	-	-	421,696	421,696	421,696
10 4220	GROSS RECEIPTS	205,743	150,000	219,570	200,000	106,022	200,000	205,000	-
10 4230	COMMUNITY ROOM RENTAL	1,740	1,400	1,400	1,490	1,240	1,000	1,000	(490)
10 4400-001	AUCTION SALES	-	10,000	-	10,000	-	10,000	10,000	-
10 4510-001	TRANSFER FROM JPWA	7,043,184	7,166,990	7,547,559	7,865,110	5,748,298	9,329,347	11,193,243	1,464,237
10 4510-005	TRANSFERS FROM JPWA (EMSA)	420,431	410,000	434,329	420,000	223,472	430,000	440,000	10,000
10 4510-059	TRANSFER FROM INS & RISK MANAGEMENT	-	-	545,498	-	-	-	-	-
10 4510-016	TRANSFER FROM E-911	150,000	300,000	150,000	300,000	150,000	300,000	300,000	-
10 4510-099	TRANSFERS FROM OTHER FUNDS	678	-	-	-	-	-	-	-
SUBTOTAL		12,280,888	10,085,900	13,620,825	11,101,700	8,055,387	12,998,543	14,942,039	1,896,843
FUND BALANCE - PUBLIC SAFETY		-	-	-	-	-	963,253	644,632	963,253
FUND BALANCE		-	350,000	-	332,900	-	-	-	(332,900)
FUND BALANCE - E.D. REASOR'S ROAD		-	-	-	-	-	-	-	-
FUND BALANCE - RISK REIMB. FUND *		100,000	100,000	100,000	100,000	50,000	100,000	100,000	-
FUND BALANCE - CDBG/ARPA/CARES ACT		-	3,872,500	-	-	-	-	-	-
SUBTOTAL		12,380,888	14,408,400	13,720,825	11,534,600	8,105,387	14,061,796	15,686,671	2,527,196
10 4300	SALES TAX COLLECTIONS **	9,949,119	10,110,000	10,663,549	11,090,000	8,019,552	13,584,414	16,805,475	2,494,414
10 4350	USE TAX COLLECTIONS ***	2,552,533	2,620,000	2,733,368	2,880,000	2,183,676	2,986,361	3,075,952	106,361
TOTALS		24,882,540	27,138,400	27,117,742	25,504,600	18,308,615	30,632,571	35,568,098	5,127,971

* Transfer to Insurance & Cash Reimbursement

** Includes Sales Tax Transfer to JPWA & Jenks Vision Fund

*** Use Tax Transfer to JPWA

ACCOUNT NO.	EXPENSES DESCRIPTION	FY 21-22	FY 22-23	FY 22-23	FY 23-24	FY 23-24	FY 24-25	FY 25-26	BUDGET CHANGE
		ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL -3/31	YR1 BUDGET	YR2 FINANCIAL PLAN	
211	CITY MANAGER	223,168	299,900	242,341	316,000	178,587	317,550	328,150	1,550
212	CITY CLERK	280,702	300,400	311,828	311,300	223,655	321,600	332,700	10,300
213	CITY TREASURY	113,062	218,900	229,060	235,500	183,108	245,100	251,500	9,600
214	CITY ATTORNEY	50,896	68,100	160,559	69,000	338,998	98,200	89,700	29,200
216	PERSONNEL	202,651	222,300	217,674	229,500	162,494	233,900	241,200	4,400
218	ADMIN SUPPORT/RECORDS	77,439	81,600	81,990	84,400	60,698	88,100	90,700	3,700
221	MUNICIPAL COURT	83,511	91,400	90,769	98,800	91,013	133,600	135,400	34,800
231	GENERAL GOVERNMENT	161,839	231,500	227,683	350,500	163,235	250,000	354,000	(100,500)
241	CITY PLANNER	21,686	99,500	24,770	103,700	17,665	212,150	211,650	108,450
245	COMMUNITY DEVELOPMENT	21,231	30,000	67,405	30,000	188,380	135,500	136,000	105,500
311	UNIFORMED PATROL	2,701,928	3,068,500	3,011,837	3,210,800	2,234,721	3,801,000	3,798,190	590,200
315	POLICE RESERVE	224,658	276,100	200,834	278,100	129,746	288,600	288,600	10,500
321	CENTRAL DISPATCH	407,021	625,000	528,150	655,700	374,002	686,100	710,535	30,400
331	CODE ENFORCEMENT	65,663	79,800	76,335	82,100	51,339	96,300	97,900	14,200
411	FIRE SUPPRESSION	2,590,668	2,963,500	3,001,402	3,398,000	2,406,802	3,936,380	4,118,713	538,380
412	FIRE VOLUNTEERS	40,822	74,400	17,597	76,300	14,454	112,500	114,643	36,200
512	PROTECTIVE INSPECTIONS	264,340	288,400	276,056	310,400	211,734	321,000	330,200	10,600
521	STREET MAINTENANCE	418,040	576,000	426,478	630,100	500,311	665,573	670,773	35,473
522	GENERAL MAINTENANCE	28,955	27,000	19,111	28,500	20,009	32,500	32,500	4,000
525	SMALL CAPITAL PROJECTS	-	3,872,500	6,671,085	-	9,360	-	-	-
561	PARKS & GROUNDS	474,906	607,000	675,015	695,200	628,102	878,900	882,400	183,700
562	ANIMAL CONTROL	140,917	180,200	176,144	187,800	121,794	217,350	223,960	29,550
	SUBTOTAL	8,594,104	14,282,000	16,734,122	11,381,700	8,310,206	13,071,903	13,439,414	1,690,203
5500	TRANSFERS	13,222,176	12,856,400	13,563,737	14,122,900	\$ 10,253,282	17,460,668	21,014,617	3,337,768
	TOTALS	21,816,280	27,138,400	30,297,860	25,504,600	18,563,488	30,532,570	34,454,031	5,027,970

FOOTNOTES TO FUND 10

1	Increase based on current/prior fiscal year performance.
2	Decrease based on current fiscal year collections
3	Decrease based on current fiscal year collections
4	Safer Grant reimbursement for six fire fighters
5	Increase based on anticipated increase in sales and use tax revenue collections.
6	Increased based on current fiscal year collection of EMSA Total Care Fees
7	Current sales tax collections are flat. Majority of estimated increase is due to Simon outlets.
8	Current use tax collections through March are 5.34% higher than last year. Estimated a slight increase over current year to date.
9	Increase in Personnel expense for a 6% increase in pay; increase in travel for anticipated trainings
10	Increase in Personnel expense for a 6% increase in pay, increase in professional services for legal consulting services and subscription for new software
11	Increase in Personnel expense for a 6% increase in pay, increase in Professional Services for Municipal Judge pay, increase in subscriptions for licenses and Tulsa Co Juvenile Bureau
12	Removed the 3% Incentive Stipend pay since a 6% increase in pay was budgeted
13	Increase in Personnel expense for a 6% increase in pay; increase in professional services for a Downtown Master Plan
14	Increase in maintenance & operations to cover expenses at the Ranch and Hive
15	Increase in Personnel expense for a 6% base pay increase for non-union, budgeted an increase for union employees (current negotiations underway) and for 5 new officers, increase in most maintenance & operations accounts to cover additional staff. Decrease in printing & binding, contractual services, and professional services
16	Increase in vehicle fuel, printing & binding (business cards), communications (hot spots), and volunteer expenses for promotional materials
17	Increase in Personnel expense for a 6% increase in pay, increase in communications for desk phone service
18	Increase in Personnel expense for a 6% increase in pay, increase in vehicle fuel, and increase in professional services for abatements
19	Increase in Personnel expense for 6 new hires (Safer Grant) and increase in base pay per CBA and 6% increase for non-union employees, increase in uniforms, vehicle fuel, and repair & maintenance
20	Increase in other equipment to cover PPE
21	Increase in Personnel expense for a 6% increase in pay, increase in travel for training, increase in vehicle parts/repairs, and contractual services for concrete, asphalt and mowing work
22	Increase in Personnel expense for a 6% increase in pay, increases in materials and supplies, contractual services (landscaping contracts), utilities (water for splash pads)
23	Increase in Personnel expense for a 6% increase in pay, increases in materials & supplies, and professional services for vet bills

CITY OF JENKS
FY 2024-2026 BIENNIAL REVENUE & EXPENSE BUDGET
SPECIAL FUNDS
FY 23-24 ACTUAL FOR PERIOD ENDING MARCH 31, 2024

ACCOUNT NO.	REVENUES/EXPENSES DESCRIPTION	FY 21-22	FY 22-23	FY 22-23	FY 23-24	FY 23-24	FY 24-25	FY 25-26	BUDGET CHANGE
		ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL -3/31	YR1 BUDGET	YR2 BUDGET	
21-242	ECONOMIC DEVELOPMENT	589,662	-	-	-	-	-	-	-
21-242	ECONOMIC DEVELOPMENT	-	-	-	-	-	-	-	-
23-242	ECONOMIC DEVELOPMENT	1,182,219	100,000	309,276	101,000	99,190	107,500	107,500	(6,500)
23-242	ECONOMIC DEVELOPMENT	1,193,456	100,000	239,114	100,000	2,000	100,000	100,000	-
26-255	2006 G.O. BOND	269	-	10,598	-	13,609	-	-	-
26-255	2006 G.O. BOND	-	-	-	-	-	-	-	-
12-311	POLICE VEHICLE FUND	10,019	100,540	98,844	153,700	136,184	237,473	202,720	(83,773)
12-311	POLICE VEHICLE FUND	-	100,540	98,899	153,700	136,013	237,473	202,720	(83,773)
14-411	FIRE VEHICLES & EQUIPMENT FUND	424,539	639,500	630,049	567,300	466,342	5,434,288	615,788	(4,866,988)
14-411	FIRE VEHICLES & EQUIPMENT FUND	343,211	639,500	629,297	566,000	455,461	5,431,788	613,288	(4,865,788)
16-321	E-911 CENTRAL DISPATCH	203,826	504,260	219,756	525,140	234,766	460,000	460,000	65,140
16-XFER	E-911 - TRANSFER	150,000	300,000	150,000	300,000	150,000	300,000	300,000	-
16-321	E-911 CENTRAL DISPATCH	121,779	204,260	150,761	225,140	119,740	160,000	160,000	65,140
16-514	E-911 TECH & COMMUNICATIONS	5,847	-	-	-	-	-	-	-
30-521	STREET & ALLEY STREET MAINTENANCE	247,883	935,000	764,511	265,000	209,610	225,000	220,500	40,000
30-521	STREET & ALLEY STREET MAINTENANCE	120,755	935,000	794,618	265,000	86,107	225,000	220,000	40,000
32-521	2014 G.O. BOND	9,594	736,000	201,299	715,800	86,103	90,000	715,800	625,800
32-521	STREET MAINTENANCE	-	-	-	-	-	-	-	-
32-775	OTA TURNPIKE	99,008	100,000	100,000	100,000	-	90,000	100,000	10,000
32-844	SEWER INFRASTRUCTURE	172,735	-	-	-	-	-	-	-
32-866	ELWOOD AVE/111TH-MAIN	-	636,000	20,220	615,800	-	-	615,800	615,800
24-522	2010 G.O. BOND	57,754	158,000	299,535	-	65,845	5,500	5,500	(5,500)
24-522	2010 G.O. BOND STORMWATER DESIGN	92,808	158,000	114,850	-	-	-	-	-
45-561	PARKS & RECREATION	211,471	290,000	37,619	190,000	33,773	70,000	70,000	120,000
45-561	PARKS & RECREATION	53,691	290,000	78,456	190,000	37,725	70,000	70,000	120,000
11-611	DEBT SERVICE	3,722,007	4,145,000	3,996,517	3,835,000	3,233,293	3,735,000	3,635,000	100,000
11-611	DEBT SERVICE	3,461,700	4,145,000	3,920,125	3,835,000	3,315,131	3,735,000	3,635,000	100,000
33-750	JENKS VISION TAX FUND	1,941,016	1,974,150	2,140,309	3,975,000	1,678,063	2,299,428	2,497,357	1,675,572
33-750	JENKS VISION TAX FUND	210,003	1,075,000	418,547	3,975,000	1,234,267	500,000	1,002,071	3,475,000
38-780	TIF #6	-	-	-	-	-	1,125,000	1,490,000	(1,125,000)
38-780	TIF #6	-	-	-	-	-	1,075,000	1,440,000	(1,075,000)
34-790	TIF #3	389,223	611,500	736,320	620,000	708,919	757,500	762,500	(137,500)
34-790	TIF #3	349,260	600,000	656,207	600,000	200,526	650,000	650,000	(50,000)
35-795	TIF #4	143,893	182,900	186,241	307,900	129,725	220,500	220,500	87,400
35-795	TIF #4	141,399	175,000	131,042	300,000	95,501	175,000	200,000	125,000
61-801	INSURANCE & RISK MANAGEMENT	130,220	300,000	1,300,273	300,000	91,758	300,000	300,000	-
61-801	INSURANCE & RISK MANAGEMENT	195,270	300,000	1,193,611	300,000	3,706	300,000	300,000	-
27	2020 G.O. BOND	38,087	15,550,000	435,957	15,388,500	208,955	14,795,000	7,500	593,500
27-840	SOUTH ELM ST. WIDENING	981,964	14,670,000	188,484	14,433,500	-	14,670,000	-	(236,500)
27-860	MAIN STREET IMPROVEMENT	-	880,000	2,475,612	-	-	-	-	-
27-861	91ST - 96TH AND ELWOOD	374,100	-	19,556	586,500	-	125,000	-	461,500
27-862	111TH - 121ST AND ELWOOD	589,375	-	20,909	368,500	10,075	-	-	368,500
27-867	106TH STREET DESIGN	937,320	-	-	-	-	-	-	-
85	MUNICIPAL COURT	-	-	-	-	-	-	-	-
85	MUNICIPAL COURT	-	-	-	-	-	-	-	-
TOTAL REVENUE		9,301,682	26,226,850	11,367,104	26,944,340	7,396,134	29,862,189	11,310,665	(2,917,849)
TOTAL EXPENSES		9,593,681	25,308,300	11,400,308	26,914,140	5,846,252	27,844,261	9,608,879	(930,121)

FOOTNOTES TO CITY SPECIAL FUNDS

- 1 Council approved to close this fund and transfer the fund balance to fund JEDA (Fund 80)
- 2 Council approved to close this fund and transfer the fund balance to fund JEDA (Fund 80)
- 3 Revenue is provided by Accommodation Taxes, Earned Interest, and Fund Balance
- 4 Expense is a \$100K Contingency budget, previously used to fund Boomfest fireworks show
- 5 No budget for FY25
- 6 No budget for FY25 - No anticipated expenditures
- 7 Revenue is a Transfer from One Cent Capital (Fund 53) & interest
- 8 Refer to Capital Outlays List
- 9 Revenue is a Transfer From One Cent Capital to cover anticipated capital expenditures and Earned Interest.
- 10 Expense to build new Fire Station 1 and capital outlay on Capital Outlays List
- 11 Revenue is E-911 Fees, Earned Interest, Fund Balance
- 12 Transfer to City General Fund to help pay for Dispatch salaries
- 13 Expense is Office Supplies, Repair & Maint., and Subscriptions (INCOG 911 Communication Expense) for Dispatch
- 14 Account no longer used
- 15 Revenue is from Gasoline Excise Tax and Motor Vehicle Tax, Earned Interest, Fund Balance
- 16 Decrease repairs and maintenance, refer to Capital Outlays list (traffic signals, guard rails and misc. street repairs)
- 17 Revenue is Fund Balance, Earned Interest
- 18 No budget for FY25
- 19 Legal fees - Sparkman case, Wallace Engineering
- 20 No budget for FY25
- 21 Refer to Capital Outlays List - (Elwood Ave from 111th Street to 96th Street)
- 22 Revenue is Fund Balance, Earned Interest
- 23 No budget for FY25
- 24 Revenue is Park & Rec Fee on Building Permits, Fund Balance
- 25 Refer to Capital Outlays List - (Landscaping, streetscaping)
- 26 Revenue is Ad Valorem Taxes and Earned Interest
- 27 Annual Debt Service for G.O. Bonds
- 28 Revenue is Sales and Use Taxes (\$0.55 from our tax rate), Earned Interest
- 29 Refer to Capital Outlays List - (Arkansas River trail, C Street (Fir to Elm St) sidewalk, S. James Ave waterline extension)
- 30 Revenue is Ad Valorem Taxes.
- 31 Ad Valorem Reimbursements to Developers & Taxing Entities
- 32 Revenue is Ad Valorem Taxes.
- 33 Ad Valorem Reimbursements to Developers & Taxing Entities
- 34 Revenue is Ad Valorem Taxes.
- 35 Ad Valorem Reimbursements to Developers & Taxing Entities
- 36 Revenue is Transfer from General Fund, Earned Interest, Fund Balance
- 37 Health Insurance Deductible Reimbursement, Contingency budget
- 38 Revenue is Earned Interest, Fund Balance
- 39 Refer to Capital Outlays List - (South Elm St. Widening)
- 40 No budget needed for FY25
- 41 Refer to Capital Outlays List - (91st - 96th and Elwood)
- 42 No budget needed for FY25
- 43 No budget needed for FY25
- 44 No budget needed for FY25
- 45 No budget needed for FY25

CITY OF JENKS
CAPITAL OUTLAY FY 25
2024-2026 BIENNIUM

FUND	ACCOUNT	OBJECT	DESCRIPTION	YR1 AMOUNT	YR2 AMOUNT	JUSTIFICATION
10	412	5399	PPE FOR VOLUNTEER FIRE FIGHTERS	35,000	35,000	PPE FOR VOLUTEERS TO REPLACE THOSE GOING OUT OF DATE
12	311	5254	LENSLOCK	35,000	35,000	LENSLOCK SUBSCRIPTION
		5395	REPLACE OUT OF DATE COMPUTERS	20,000		THIS IS TO REPLACE COMPUTERS THAT WILL NO LONGER UPDATE TO SECURE WINDOWS
		5396	NEW VEHICLE DEBT PAYMENT (5 VEHICLES)	50,000	50,000	THIS INCLUDES 5 VEHICLES WITH LIGHT, SIRENS, CAGE, GRAPHICS (NEEDED IF NEW PEOPLE ARE APPROVED)
		5396	CAR EQUIPMENT FOR NEW VEHICLES	21,500		COMPUTER, STAND, PRINTER, LICENSE READER ((NEEDED IF NEW PEOPLE ARE APPROVED))
		5396	RADARS FOR NEW HIRES	8,400		THIS WILL GO INTO NEW UNITS IF APPROVED (NEEDED IF NEW PEOPLE ARE APPROVED)
		5396	DEBT SERVICE ON TAHOES	50,500	50,500	DEBT SERVICE ON TAHOES PURCHASED IN 2023
		5399	TASERS (5)	7,872		THIS WILL BE NEEDED IF APPROVED NEW OFFICERS
		5399	CAR RADIOS (2)	12,453	12,453	THIS IS TO HAVE RADIOS ON HAND IF A CURRENT ONE BREAKS
		5399	HANDHELD RADIOS (2)	6,748	6,748	THIS IS TO HAVE RADIOS ON HAND IF A CURRENT ONE BREAKS
		5399	OFFICER RADIOS (5)	25,000		FOR NEW OFFICERS
		5399	21 GLOCK 17 W/ SIGHTS & HOLSTERS		19,057	THIS WILL BE A SPLIT BETWEEN 2 YEARS WE WILL RECEIVE A TRADE IN ON EXISTING GLOCK 17'S
		5399	5 LIFEPAK AED'S		17,180	TO BE ISSUED TO PATROL OFFICERS
		5399	1 DJI AVATA & 1 TELEDYNE SIRAS DRONE		11,782	THIS IS TO REPLACE AGING DRONES
14	411	5392	FIRE STATION 1	5,000,000		CONSTRUCTION OF NEW FIRE STATION 1
		5396	DEBT SERVICE ON LADDER TRUCK	189,344	189,344	DEBT SERVICE ON LADDER TRUCK
		5396	DEBT SERVICE ON ENGINE	130,944	130,944	DEBT SERVICE ON ENGINE
		5399	BATTERY POWERED EXTRICATION TOOLS	30,000	30,000	BATTERY POWERED EXTRICATION TOOLS
		5399	THERMAL IMAGING CAMERAS	24,000	16,000	THERMAL IMAGING CAMERAS
		5399	TRUCK RADIO	7,500		TRUCK RADIO
		5399	PPE FOR NEW HIRES AND REPLACEMENT FOR NEW TECH	50,000	65,000	PPE FOR NEW HIRES AND REPLACEMENT FOR NEW TECHNOLOGY
		5399	DRONE		21,000	NEW DRONE FOR DRONE TEAM, REPLACE OLD TECHNOLOGY

		5399	HANDHELD RADIOS		150,000	HANDHELD RADIOS
		5399	BATTERY POWERED VENTILATION FANS		11,000	REPLACEMENT TO NEW TECHNOLOGY SEE NOTES #3
27	840	5393	CONSTRUCTION - WIDENING OF ELM ST FROM 111TH TO 131ST ST	14,670,000		CONSTRUCTION OF THE WIDENING OF ELM ST. FROM 111TH TO 131ST ST.
	861	5393	ELWOOD AVE (91ST TO 96TH ST)	125,000		PURCHASE OF ROW, UTILITY RELOCATION AND CONSTRUCTION OF THE WIDENING OF ELWOOD AVE FROM 91ST TO 96TH ST
30	521	5393	MISCELLANEOUS STREET REPAIRS	100,000	100,000	PATCHING AND REPAIRING POTHOLES THROUGHOUT THE CITY
			TRAFFIC SIGNALS	25,000	27,500	FOR MAINTENANCE, INSTALLS, AND REPAIRS TO TRAFFIC SIGNALS
			GUARD RAILS	60,000	52,500	FOR MAINTENANCE REPAIR AND INSTALLS OF GUARDRAILS
32	866	5393	ELWOOD AVE (111TH ST TO 96TH ST)		615,800	Improve roadway and construct a side path from 111th to Main St. in conjunction with ODOT
33	750	5393	ARKANSAS RIVER TRAIL	300,000		DESIGN AND CONSTRUCTION OF A TRAIL ON THE ARKANSAS RIVER FROM THE NORTH BOUNDARY OF JENKS TO THE S. TULSA DAM.
			C STREET (FIR TO ELM ST) SIDEWALK	200,000		CONSTRUCTION OF SIDEWALK ON THE SOUTHSIDE OF "C" STREET FROM FIR TO ELM ST.
			S. JAMES AVE WATERLINE EXTENSION (W/COAL CREEK VILLAGE)		252,071	DESIGN AND CONSTRUCTION OF A TRAIL ON THE ARKANSAS RIVER FROM THE NORTH BOUNDARY OF JENKS TO THE S. TULSA DAM.
			ARKANSAS RIVER (TURKEY MOUNTAIN TO S. TULSA DAM) TRAIL		750,000	CONSTRUCTION OF SIDEWALK ON THE SOUTHSIDE OF "C" STREET FROM FIR TO ELM ST.
45	561	5392	LANDSCAPING AND BEAUTIFICATION	40,000	40,000	TREES, LANDSCAPING AND VARIOUS BEAUTIFICATION PROJECTS THROUGHOUT THE CITY
			NEIGHBORHOOD STREET SCAPING	30,000	30,000	TREES, TRAILS, SIDEWALS, ETC. IN NEIGHBORHOODS

\$21,254,261

\$2,718,879



CITY OF JENKS
 211 NORTH ELM STREET • P.O. BOX 2007
 JENKS, OKLAHOMA 74037-2007
 PHONE (918) 299-5883 • FAX (918) 299-4489

MASTER FEE SCHEDULE

RESIDENTIAL BUILDING PERMIT FEES - New Construction and Remodel

Residential Building Permit Fees	As of July 1, 2024	Prior	Increase
Total Estimated Value			
\$1,000.00 to \$40,000.00	\$100.00		
\$10,000.01 to \$100,000.00	0.25% of estimated construction costs.		
\$100,000.01 and more	0.25% of estimated construction costs up to \$100,000.00 and 0.125% of estimated construction exceeding \$100,000.00.		
Minimum estimated construction costs for Single Family	\$100.00 per square foot of living area and \$80.00 per square foot for garage.		
Minimum estimated construction costs for Multiple Family Residential	\$120.00 per square foot.		
Recreational Development Fee	\$250.00/dwelling unit, mobile home lot or space; \$500.00/duplex lot; \$250.00/multifamily lots, PUDs.		
Plan Review Fee, Residential	\$100.00		
Plan Review Fee, Residential Swimming Pool	\$200.00		
Inspection / Re-Inspect Fees per trip	\$50.00		
Mechanical Permit (Residential)	\$75.00 for valuation up to \$100,000.00 of estimated construction costs, increases by 25% per every \$250.00 increase to Building Permit Fee for structure estimated in value above \$100,000.00		
Electrical Permit (Residential)	\$75.00 for valuation up to \$100,000.00 of estimated construction costs, increases by 25% per every \$250.00 increase to Building Permit Fee for structure estimated in value above \$100,000.01		
Plumbing Permit (Residential)	\$75.00 for valuation up to \$100,000.00 of estimated construction costs, increases by 25% per every \$250.00 increase to Building Permit Fee for structure estimated in value above \$100,000.02		
Oklahoma Uniform Building Code Fee (remitted to State)	\$4.00 per permit		
Administrative Fee for remitting fee to State	\$0.50 per permit		
Commercial Building Permit Fees	As of July 1, 2024	Prior	Increase
Total Estimated Value			
Minimum Permit Fee	\$200.00		
Less than \$200,000.00	0.25% of estimated construction costs.		
\$200,000.01 and more	0.25% of estimated construction costs up to \$200,000.00 and 0.125% of estimated construction exceeding \$200,000.00.		
Minimum estimated construction costs for Commercial Construction	\$120.00 per square foot.		
Mechanical Permit (Commercial)	\$150.00 for valuation up to \$200,000.00 of estimated construction costs, increase by 50% per every \$500.00 increase to Building Permit Fee for structure estimated in value above \$200,000.00	25%	50%
Electrical Permit (Commercial)	\$150.00 for valuation up to \$200,000.00 of estimated construction costs, increase by 50% per every \$500.00 increase to Building Permit Fee for structure estimated in value above \$200,000.00.		
Plumbing Permit (Commercial)	\$150.00 for valuation up to \$200,000.00 of estimated construction costs, increase by 50% per every \$500.00 increase to Building Permit Fee for structure estimated in value above \$200,000.00.	25%	50%
Fire Inspection Fees, Commercial			
\$200,000.00 OR LESS	\$150.00		
\$200,000.01 and more	Fee increases 50% per every \$500 increase to Building Permit Fee for a structure estimated in value above \$200.		
Inspection / Re-Inspect Fees per trip	\$50.00 per trip.		
Plan Review Fee	\$50.00 per department.		
Oklahoma Uniform Building Code Fee (remitted to State)	\$4.00 per permit		
Administrative Fee for remitting fee to State	\$0.50 per permit		
Mechanical, Electrical, Plumbing Fees (MEP);	As of July 1, 2024	Prior	Increase
Mechanical Permit (Small Job)	\$85.00 per job		
Electrical Permit (Small Jobs)	\$85.00 per job		
Plumbing Permit (Small Jobs)	\$85.00 per job		
Sewer Tap	\$200.00		
Contractor Installed:			
Water Tap, 3/4"	\$460.00		
Water Tap, 1"	\$515.00		
Water Tap, 2"	\$1,000.00		
City Installed:			
Water Tap, 3/4"	\$835.00		
Water Tap, 1"	\$1,150.00		
Water Tap, 2"	\$2,610.00		
Connections over 2"	Case-by-case basis		

Not an increase;
fixing a typo

Not an increase;
fixing a typo

Hydrant Meter Deposit	\$1,000.00		
Deposit for Water / Sewer	\$100.00		
Deposit for Water / Sewer (2" Meters)	\$200.00		
Connect Fee	\$20.00		
Engineering Fees	As of July 1, 2024	Prior	Increase
Earth Change Permit (With or Without Building Permit)	\$75.00		
Curb Cut Permit	\$50.00		
Floodplain Permit	\$50.00		
Right-of-Way Utility Permit	\$50.00		
Street Open Cut Permit	\$50.00		
Small Wireless Facilities Fee	\$200.00 - one to five locations on the same application. \$100.00 - Additional locations on the same application.		
Utility Pole Installation, Modification, or Replacement	\$350.00 - per pole.		
Public Infrastructure Review Permits:			
First Time Administration Fee	\$300.00		
Initial Plan Review Fee (Per Page)	\$100.00		
Additional Reviews Fee (Per Page)	\$100.00		
Stormwater Pollution Prevention Plan Review Fee (Per review)	\$100.00		
Detention Report (Hydrology Analysis) Review Fee (Per Review)	\$100.00		
Miscellaneous Fees	As of July 1, 2024	Prior	Increase
Certificate of Occupancy/Change of Occupancy	\$100.00 (\$50.00 Fire / \$50.00 Building)		
Waste Water Treatment Development	\$315.00 per each new residential dwelling, each dwelling unit on multiple family residential structures, and each tenant space of commercial building.		
Recreational Development Fee	\$250.00 per each permit for new structures.		
Promotional Fee (by valuation):			
\$1,000 to \$150,000	\$25.00		
\$151,000 to \$250,000	\$50.00		
\$251,000 and above	\$100.00		
House, Building, and Structure Moving Permit			
Any size	\$100.00 plus \$5.00 for each 100 square feet.		
Demolition Permit			
Any size	\$50.00 plus \$5.00 for each 100 square feet.		
Single Inspection Fees	\$75.00 Per Trip		
Re-Inspection Fees	\$50.00 Per Trip		
Signage Fees (Including, but not limited to, signs for new developments)	(At Cost)		
Signage Installation Labor (Per Hour)	\$25.00		
City Equipment (Per Hour)	Varies		
Administration and Indirect Costs	15%		
Collection Agency fee	35%		

Governmental Subdivision Building Inspection Fees			
	As of July 1, 2024	Prior	Increase
Square Feet of Structure	Fee		
0 - 1,000	\$910.00		
1,001 - 2,000	\$1,365.00		
2,001 - 3,000	\$1,820.00		
3,001 - 4,000	\$2,275.00		
4,001 - 5,000	\$2,730.00		
5,001 - 6,000	\$3,185.00		
6,001 - 7,000	\$3,640.00		
7,001 - 8,000	\$4,095.00		
8,001 - 9,000	\$4,550.00		
9,001 - 10,000	\$5,005.00		
10,001 - 15,000	\$7,500.00		
15,001 - 20,000	\$9,375.00		
20,001 - 25,000	\$11,250.00		
25,001 - 30,000	\$13,125.00		
30,001 - 35,000	\$15,000.00		
35,001 - 40,000	\$16,875.00		
40,001 - 45,000	\$18,750.00		
45,001 - 50,000	\$20,625.00		
50,001 - 55,000	\$22,500.00		

55,001 - 60,000	\$24,375.00
60,001 - 65,000	\$26,250.00
65,001 - 70,000	\$28,125.00
70,001 - 75,000	\$30,000.00
75,001 - 80,000	\$31,875.00
80,001 - 85,000	\$33,750.00
85,001 - 90,000	\$35,625.00
90,001 - 95,000	\$37,500.00
95,001 - 100,000	\$39,375.00
Administrative and Indirect Costs	15%
Collection Agency Fee	35%

PLANNING & ZONING			
SIGN PERMIT FEES	As of July 1, 2024	Prior	Increase
Temporary Sign	\$50.00	-	-
Permit Fee	The greater of .25% of sign valuation or \$25.00	-	-
ZONING APPLICATIONS	As of July 1, 2024	Prior	Increase
Zoning Text and Map Amendments to AG or Residential	\$300.00		
Conditional Use Permit (does not include inspection fees)	\$50.00		
Zoning Text and Map Amendments to Non-Residential	\$500.00		
Planned Unit Development (PUD)	\$750.00		
Planned Unit Development Major Amendment	\$750.00		
Planned Unit Development Minor Amendment	\$300.00		
Specific Use Permit	\$500.00		
Specific Use Permit Major Amendment	\$500.00		
Specific Use Permit Minor Amendment	\$300.00		
Processing Fee	\$250 + \$3/per mailing label over 60		
Public Notice Publication Fee	\$110.00		
Ordinance Publication Fee	\$40.00		
Sign Fee (Posted Notice)	\$150.00		
Temporary Use Permit	\$100.00		
BOA APPLICATIONS	As of July 1, 2024	Prior	Increase
Processing Fee	\$250.00 + \$3/per mailing label over 60		
Variance	\$300.00		
Special Exception	\$200.00		
Appeal Hearing Request	\$250.00		
Public Notice Publication Fee	\$110.00		
Sign Fee	\$150.00		
PLAT AND LAND DIVISION APPLICATIONS	As of July 1, 2024	Prior	Increase
Preliminary Plat	\$750.00		
Final Plat	\$500.00		
Final Plat (Resubmittal)	\$100.00		
Lot Split/Combination	\$150.00		
Major Subdivision	\$500.00		
Minor Subdivision	\$300.00		
Plat Addressing Fee	\$3.00/lot		
Processing Fee	\$250.00		

OTHER ZONING AND DEVELOPMENT RELATED FEES		As of July 1, 2024	Prior	Increase
Request for City Council Hearing		\$100.00 (plus \$250.00 processing fee plus any applicable notice fees)		
Zoning Clearance Permits/Zoning Verification Letter		\$50.00		
Annexation (via Petition) Fee		\$300.00 + \$110.00 Public notice fee + \$40.00 Ordinance Fee + \$250.00 Processing fee		
De-Annexation Fee		\$300.00 + \$110.00 Public notice fee + \$40.00 Ordinance Fee + \$250.00 Processing fee		
Right-of-way or Utility Easement Closure		\$750.00 + \$110.00 Public notice fee + \$40.00 Ordinance Fee + \$250.00 Processing fee		
Easement Dedication		\$750.00		
Filing Fee - Tulsa County		\$30.00		
Signage Fees (Including, but not limited to, signs for new developments)		(At Cost)		
Signage Installation Labor (Per Hour)		\$25.00		
Signage Administration Fee (Indirect Costs)		15%		
Administrative and Indirect Costs		15%		
Collection Agency Fee		35%		

Utilities

CHARGES ASSOCIATED WITH REPLACING DAMAGED PARTS		As of July 1, 2024	Prior	Increase
Type of Charge		As of July 1, 2024		
Water meter replacement		Cost plus Labor & Materials		
Replacement of water meter box		Cost plus Labor & Materials		
Replacement of water meter lid		Cost plus Labor & Materials		
Charges associated with replacement of water meter vaults		Cost plus Labor & Materials		
Labor costs for water meter repairs		Cost plus Labor & Materials		
Service performed after normal working hours		\$70.00		
Deposits				
Meter Deposit - Commercial		\$200.00		
Meter Deposit - Homeowner (3/4" & 1" Meters)		\$100.00		
Meter Deposit - Homeowner (2" Meters & Above)		\$200.00		
Meter Deposit - Renters (3/4" & 1" Meters)		\$100.00		
Meter Deposit - Renters (2" Meters & Above)		\$200.00		

WATER RATES		As of October 1, 2024			Prior	Increase
Consumption per 1,000 gallons		Rate	Total Rate	Cumulative Rate		
First 1,000		\$18.58	\$18.58	\$18.58	\$17.36	\$1.22 7%
1,001 to 8,000		\$7.68	\$53.76	\$72.34	\$7.18	\$0.50 7%
8,001 to 12,000		\$7.77	\$31.08	\$103.42	\$7.26	\$0.51 7%
12,001 to 18,000		\$7.95	\$47.70	\$151.12	\$7.43	\$0.52 7%
18,001 to 25,000		\$8.35	\$58.45	\$209.57	\$7.80	\$0.55 7%
Over 25,000		\$8.83	N/A	N/A	\$8.25	\$0.58 7%

SANITARY SEWER RATES		As of October 1, 2024			Prior	Increase
Consumption per 1,000 gallons		Rate	Total Rate	Cumulative Rate		
First 1,000		\$9.28	\$9.28	\$9.28	\$8.67	\$0.61 7%
1,001 to 12,000		\$3.02	\$33.22	\$42.50	\$2.82	\$0.20 7%
12,001 to 25,000		\$3.27	\$42.51	\$85.01	\$3.06	\$0.21 7%
Over 25,000		\$3.53	N/A	N/A	\$3.30	\$0.23 7%
Sewer Bond Fee (per meter)		\$3.50				
Stormwater Fee (per meter)		\$6.00/month for residential				

SOLID WASTE FEES		As of July 1, 2024	Prior	Increase
Basic Service Fee		\$13.11	13.11	13.77
Carry-Out Service Fee		\$20.10	20.10	21.11
Elderly/Disabled Service Fee		\$8.94	8.94	9.40
Extra Service Fee		\$4.12	4.12	4.33
Recycling Fee		\$3.24	3.24	3.40
Violations if photographs are required		\$25.00	-	-

MISC UTILITY FEES		As of July 1, 2024	Prior	Increase
Connect Fee		\$20.00		
Transfer Fee		\$20.00		
After-hours and weekend service		\$70.00		
Returned payment charge		\$35.00		
Leak Check/Re-read Fee for more than two meter checks/year and City isn't responsible for any problem		\$20.00		
Disconnect for Non-Payment		\$25.00		
Daytime Reconnect (Weekdays)		\$30.00		
Afterhours Reconnect (Weekends and Holidays)		\$70.00		
Fiber Optic Cable		\$0.75/linear foot		
Pipeline Capacity Lease Permit		3% of purchase price of gas transported and received or delivered. If not exempt from municipal sales tax, an additional 3% of purchase price of gas transported and received or delivered.		
Cable Television and Telephone Provider		\$150.00 application fee; 2% of charges for telephone service and 5% of charges for cable service (due monthly)		
Trash and Recycling Cart Maintenance Fee		Actual cost of repair or replacement (not to exceed \$10.00 in a billing cycle when resident remains at premises)		
Waste Water Plant Development Charge		\$315.00/dwelling unit		
Watering Permit During Stage 2 Water Conservation		\$100.00		
Oil and Gas Well or Plan Annual Inspection		\$250.00/site		
Senior Citizens Discount		\$2 (per month as of October 1, 2021)		
Administrative and Indirect Costs		15%		
Collection Agency fee		35%		
Fire and Public Safety Fees				
EMSA FEES		As of July 1, 2024	Prior	Increase
Per Meter		\$3.50		
FIRE FEES		As of July 1, 2024	Prior	Increase
Outside City Limits		\$375.00 for first hour and \$300.00 for each hour after. Additional personnel and fire apparatus: \$300/hour		
Inside City Limits		\$250.00 for first hour and \$200.00 for each hour after. Additional personnel and fire apparatus: \$300/hour		
Estimated Value				
Suppression or Alarm Install Permit, Small Job		\$75.00		
Suppression or Alarm Install Permit, Commercial				
\$200,000.00 or less (structure valuation)		\$150.00		
\$200,000.01 and more (structure valuation)		Fee increases 50% per every \$500 increase to Building Permit Fee for a structure estimated in value above \$200.		
Inspection / Re-Inspect Fees per trip		\$50.00 per trip		
POLICE DEPARTMENT FEES		As of July 1, 2024	Prior	Increase
Burglar alarm false alarm		\$100.00 per false alarm starting with the second false alarm/month		
MUNICIPAL COURT FEES		As of July 1, 2024	Prior	Increase
Juror's Compensation per day		\$7.50		
Juror's Mileage per mile		\$0.20		
License Reinstatement Processing Fee		\$10.00		
Collection Fee		35%		
Deferred Sentence Administrative Fee		not to exceed \$200.00		
OSBI Laboratory Fee		\$150.00		
MISC FEES		As of July 1, 2024	Prior	Increase
Home Sale Assessment Letter Fee		\$50.00		
Open Records Act. Copy Fee:				
Per page		\$0.25		
Per Certified Page		\$1.00		
Mechanical Reproduction		Cost		
Compact Disk		Cost		
DVD		Cost		
Search Fee		Cost		
Returned Check Fee		\$15.00		
Removal of Garage Sale Signs		\$10.00 each		
Administrative and Indirect Costs		15%		

Licenses & Business & Occupational Taxes

BUSINESS REGULATIONS	As of July 1, 2024	Prior	Increase
Alcohol Licenses / Permits (annual) :			
Brewer	\$1,250.00		
Small Brewer	\$125.00		
Distiller	\$3,125.00		
Winemaker	\$625.00		
Small Farm Winery	\$75.00		
Rectifier	\$3,125.00		
Wine and Spirits Wholesaler	\$3,000.00		
Beer Distributor	\$750.00		
Retail Spirits	\$905.00		
Retail Wine	\$1,000.00		
Retail Beer	\$500.00		
Mixed Beverage (Initial)	\$1,005.00		
Mixed Beverage (Renewal)	\$905.00		
Mixed Beverage/Caterer Combination	\$1,250.00		
On-Premises Beer and Wine (Initial)	\$500.00		
On-Premises Beer and Wine (Renewal)	\$450.00		
Caterer License (Initial)	\$1,005.00		
Caterer License (Renewal)	\$905.00		
Hotel Beverage (Initial)	\$1,005.00		
Hotel Beverage (Renewal)	\$905.00		
Airline/Railroad Beverage (Initial)	\$1,005.00		
Airline/Railroad Beverage (Renewal)	\$905.00		
Annual Public Event	\$1,005.00		
One-Time Public Event	\$255.00		
Brewpub License	\$1,005.00		
Other Business Licenses:			
Contractor's License - Electrical	\$125.00		
Contractor's License - Mechanical, Refrigeration, Heating	\$125.00		
Contractor's License - Plumbing	\$125.00		
Contractor Registration	\$125.00		
House Moving Licenses	\$25.00 annual		
Moving Job Material Shed or Office Permit	\$5.00		
Drilling Bond	\$100,000.00		
Drilling Permit (annual)	\$1,250.00		
Processing Fee for Withdrawn Drilling Permit	\$500.00		
Drilling Permit Lapse	City retains \$500.00 of permit fee and returns the balance		
Failure to Drill	City retains \$625.00 of permit fee and returns the balance		
Deeper Drilling Filing Fee	\$1,000.00		
Conversion Permit Filing Fee	\$750.00/project		
Itinerant Shows, Exhibitions, or Entertainment	\$10.00 per week		
Circus (traveling by railroad):			
One to Ten Railroad Cars	\$50.00 per day		
Eleven to Twenty Railroad Cars	\$75.00 per day		
More than Twenty Railroad Cars	\$150.00 per day		
Circus (traveling by land):			
One to Ten Vehicles	\$25.00 per day		
Eleven to Twenty Vehicles	\$50.00 per day		
More than Twenty Vehicles	\$75.00 per day		
Street Fair or Carnival	\$25.00 per day		
Solicitor Selling Goods			
Daily Rate	\$20.00		
Monthly Rate	\$100.00		
Yearly Rate	\$300.00		
Solicitor Selling Food or Drinks:			
Daily Rate	\$20.00		
Annual Rate	\$0.00		
Ride Operator	\$5.00 per day		
Photographer	\$5.00 per day		
Pool/Billiard Table (per table)	\$20.00 per year		
Domino, Card, or Other Game Parlor (per area)	\$5.00 per year		

Coin-Operated Music/Amusement Device	\$37.50 per year
Coin-Operated Vending Device:	
Requiring Coin or Thing valued more than \$0.25	\$37.50 per year
Requiring Coin or Thing valued less than \$0.25	\$7.50 per year
Pawnbroker	\$50.00 per year
Massage Establishments:	
Business License (Initial)	\$75.00
Business License (Renewal)	\$50.00 per year
Technician or Therapist (Initial)	\$45.00
Technician or Therapist (Renewal)	\$30.00 per year
Out-Call Service (Initial)	\$45.00
Out-Call Service (Renewal)	\$30.00 per year
Apprentice (Initial)	\$45.00
Apprentice (Renewal)	\$30.00 per year
Food Service Establishment Permit	\$5.00 per year
Taxicab or Jitney License (per vehicle)	\$100.00 per year
Taxicab or Jitney (Licensed by another entity)	\$50.00 per year
Fireworks Use Permit	\$750.00
Public Firework Exhibition Display	\$50.00
Milk Product Permit	\$2.50 per year
Ambulance Service License	\$500.00
Body Piercing Business Permit	\$50.00
Body Piercing Operator Permit	\$45.00
Tattoo Parlor Permit	\$50.00
Tattoo Operator Permit	\$45.00
Electrical (Sign) Contractor's License	\$100 per year
Food Truck Operators Permit	\$200 per year
Small Vehicle Permit Fee (Initial & Renewals)	\$75
Public Property & Maintenance Fee (per small vehicle, per year)	\$20
Public Infrastructure and Education Fee (per small vehicle, per year)	\$30
Gas Fitters License	\$125.00/year
Duplicate License	\$5.00
Administrative and Indirect Costs	15%
Collection fee	35%

Parks & Events Fees

CITY FACILITIES RESERVATION FEES	As of July 1, 2024	Prior	Increase
Community Room at City Hall			
Meeting Room Deposit	\$20.00		
Meeting Room Rental	\$20.00 per hour		
Kitchen Deposit	\$20.00		
Kitchen Rental	\$20.00 per hour		
Cleaning Fee	\$40.00 per hour		
Administration and Indirect Costs	15%		
Collection Fees	35%		
Veterans Park	No Charge, Reservation Required		
Events	0% - 33% of direct costs		
Special Event Permit - Application Fee (for profit events by non Not-For-Profit/Government entities)	\$250.00		
Administration & Indirect Costs	15%		
Event Deposit	\$0 - \$5,000		

Animal Control

ANIMAL FEES	As of July 1, 2024	Prior	Increase
Impounding Fees:			
Large Animal (horse, cow, etc.)	\$10.00		
Large Animal Daily Fee	\$3.00		
Small Animal (dog, hog, sheep, etc.)	\$10.00		
Small Animal Daily Fee	\$2.00		
Fowl	\$2.00		
Fowl Daily Fee	\$1.50		
Dogs, unaltered	\$5.00		
Dogs, altered	\$3.00		
Replacement of Lost Tag	\$1.00		
Exotic Animal Permit Application	\$35.00		
Exotic Animal Renewal	\$20.00		
Additional Inspections	\$20.00 each trip		
Animal Surrender Fee	\$50.00		
MEDICAL FEES	As of July 1, 2024	Prior	Increase
Total Care Package:	At Cost		
Exam, HWT, FELV/FIV Test, Rabies, Distemper Combo, Lepto, Fecal Check, Bordetella			
Rabies Vaccine	At Cost		
Bordetella	At Cost		
Distemper Combo	At Cost		
Heartworm Test	At Cost		
FELV/FIV Test	At Cost		
FVRCP Vaccine	At Cost		
FELV Vaccine	At Cost		
Fecal Check	At Cost		
Puppy or Kitten Package:	At Cost		
Booster Vaccine, Fecal Check, Sample of Flea Prevention, Exam			
Dog Neuter			
0-50 pounds	At Cost		
51-100 pounds	At Cost		
Over 100 pounds	At Cost		
Dog Spay			
0-25 pounds	At Cost		
26-50 pounds	At Cost		
51-75 pounds	At Cost		
Over 75 pounds	At Cost		
Feline Neuter	At Cost		
Feline Spay	At Cost		

This master fee schedule was adopted and approved by Jenks City Council and the Jenks Public Works Authority. The City Clerk and City Manager are authorized where permitted by applicable law to adjust fees as needed to ensure the City will recover its expenses for services.

