

CITY OF CHEROKEE, OKLAHOMA

Fiscal Year 2020/2021 Annual Budget

June Amendments

BUDGET MEMO

June 9, 2021

The 2020/2021 Annual Budget for the City of Cherokee is presented, as attached, for approval by the Council in accordance with the Oklahoma Municipal Budget Act. The budget includes the following highlights for the fiscal year:

CDA: Net Impact - Increase in Fund Balance \$285,409

Revenue increase of \$30,107

- ◆ Increase of water and sewer revenues of \$16,456 and \$9,714 based on year-to-date collections.

Expense decrease of \$237,802 consisting largely of:

- ◆ Decrease in Capital Outlay in the amount of 235,000 for the water department for new AMR Water Meters that will be pushed to FY22.

Decrease in transfers-out to capital project fund of 20,000.

General Fund: Net Impact - Increase in Fund Balance of \$183,634

Revenue increase of \$191,074 consisting mainly of:

- ◆ Increase in Sales Tax revenues of \$25,000 based on year-to-date collections.
- ◆ Increase in Use Tax of \$20,000 based on year-to-date collections.
- ◆ Increase in Fines & Forfeitures of \$15,000 based on year-to-date collections.
- ◆ Increase in Grant Revenues of \$89,400 related to an OMAG claim.

Expense increase of \$7,440 consisting largely of:

- ◆ Increase in the Fire Department of \$12,067 based on Personal services expenses.
- ◆ Decrease in the General Government Department based on reduced expenditures in personal services.

Special Revenue Fund: Net Impact - Increase in Fund Balance \$10,441

Revenue decrease of \$179,799 consisting of:

- ◆ Decrease in Grant Income of \$200,000 due to moving sidewalk grant to FY22.

Expense decrease of \$210,240 consisting largely of:

- ◆ Decreases in the Street Department capital outlay of \$200,000, based off moving sidewalk project to FY22.

Decrease in transfers-in of \$20,000 from CDA.

The legal level of control for the City's 2020 / 2021 budget is established at the Department level. Additional detail is provided for analysis purposes only.

If you have any questions, please contact Tracy Reed, CPA.

CITY OF CHEROKEE, OKLAHOMA
Fiscal Year 2020/2021 Annual Budget
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BUDGET SUMMARY

	BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	TRANSFERS	Net Change	ENDING BALANCE
GENERAL FUND	\$ 458,530	\$ 983,022	\$ (713,973)	\$ (162,415)	\$ 106,634	\$ 565,164
ENTERPRISE FUNDS						
Development Authority	\$ 694,010	\$ 1,053,550	\$ (1,154,902)	\$ 96,365	\$ (4,987)	\$ 689,023
SPECIAL REVENUE FUNDS	\$ 348,757	\$ 330,488	\$ (317,100)	\$ 66,050	\$ 79,438	\$ 428,195
GRAND TOTAL ALL FUNDS	\$ 1,501,297	\$ 2,367,060	\$ (2,185,975)	\$ -	\$ 181,085	\$ 1,682,382

City of Cherokee, Oklahoma Development Authority

June Amendments

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	APPROVED BUDGET 2020-2021	PROPOSED AMENDMENTS JANUARY '21	PROPOSED AMENDMENTS JUNE '21	PROPOSED BUDGET 2020-2021
OPERATING REVENUES				
Water Revenues	\$ 503,544	\$ 25,000	\$ 16,456	\$ 545,000
Sewer Revenues	187,786	7,500	9,714	205,000
Trash Revenues	251,363	10,000	3,637	265,000
RV Park Rental	20,000	(15,000)	-	5,000
Penalties	4,500	-	500	5,000
Fees & Charges	750	-	250	1,000
Other Revenues	500	-	(450)	50
TOTAL OPERATING REVENUES	968,443	27,500	30,107	1,026,050
OPERATING EXPENSES				
Administration Department				
Personal Services	109,205	-	(4,205)	105,000
Materials and Supplies	4,000	-	1,000	5,000
Other Services and Charges	85,000	-	(10,000)	75,000
Total Administration Department	198,205	-	(13,205)	185,000
RV Park Department				
Other Services and Charges	13,000	(3,000)	(2,500)	7,500
Total RV Park Department	13,000	(3,000)	(2,500)	7,500
Water Department				
Personal Services	149,167	-	-	149,167
Materials and Supplies	40,000	(20,000)	(5,000)	15,000
Other Services and Charges	115,000	-	20,000	135,000
Capital Outlay	25,000	477,834	(250,000)	252,834
Debt Service:	-	-	-	-
Water Meters (ODOC) \$520.83/mo-matures April 2021	5,208	-	-	5,208
RO Water Plant (OWRB 2005)-matures Sept. 2026	91,132	-	-	91,132
Total Water Department	425,507	457,834	(235,000)	648,341
Sewer Department				
Materials and Supplies	-	100	10,400	10,500
Other Services and Charges	2,000	4,000	(1,000)	5,000
Capital Outlay	-	25,000	-	25,000
Debt Service -2015 OWRB \$2.64M; 2.27%; 30 yrs-Lagoon:	80,934	2,627	-	83,561
Total Sewer Department	82,934	31,727	9,400	124,061
Trash Department				
Other Services & Charges	186,497	-	3,503	190,000
Total Trash Department	186,497	-	3,503	190,000
TOTAL OPERATING EXPENDITURES	906,143	486,561	(237,802)	1,154,902
OPERATING INCOME (LOSS)	62,300	(459,061)	267,909	(128,852)

City of Cherokee, Oklahoma Development Authority

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Fiscal Year 2020/2021 Annual Budget

	APPROVED BUDGET 2020-2021	PROPOSED AMENDMENTS JANUARY '21	PROPOSED AMENDMENTS JUNE '21	PROPOSED BUDGET 2020-2021
NON-OPERATING REVENUES (EXPENSES)				
Interest Income	30,000	-	(2,500)	27,500
Bad Debt Expense	-	-	-	-
Depreciation	-	-	-	-
Gain on Sale of Assets	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	30,000	-	(2,500)	27,500
INCOME (LOSS) BEFORE TRANSFERS	92,300	(459,061)	265,409	(101,352)
TRANSFERS IN				
General Fund	-	162,415		162,415
Other	-	-	-	-
Total transfers in	-	162,415	-	162,415
TRANSFERS OUT				
General Fund	-	-	-	-
Capital Projects	(70,000)	-	20,000	(50,000)
Special Revenue Fund	-	(16,050)		(16,050)
Total transfers out	(70,000)	(16,050)	20,000	(66,050)
NET INCOME	22,300	(312,696)	285,409	(4,987)
BEGINNING RETAINED EARNINGS-estimated	453,109			694,010
ENDING RETAINED EARNINGS-estimated	475,409			689,023

City of Cherokee, Oklahoma General Fund

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	APPROVED BUDGET 2020-2021	PROPOSED AMENDMENTS JANUARY '21	PROPOSED AMENDMENTS JUNE '21	PROPOSED BUDGET 2020-2021
OPERATING REVENUES				
Sales tax	\$ 280,990	\$ 64,010	\$ 25,000	\$ 370,000
Use Tax	102,625	17,375	20,000	140,000
Franchise Tax	109,453	(17,453)	13,000	105,000
Beverage Tax	42,996	2,004	10,000	55,000
Tobacco Tax	4,406	594	-	5,000
Hotel Tax	1,288	3,712	1,000	6,000
Fines and Forfeitures	22,800	(12,800)	15,000	25,000
Fire Revenues	1,000	3,876	4,124	9,000
Library Revenue	17,000	(6,000)	6,500	17,500
Licenses & Permits	3,500	500	2,000	6,000
Oil & Gas Revenues	25,000	(5,000)	5,000	25,000
Grants	4,000	110,772	-	114,772
Interest	200	-	50	250
Donations	-	-	-	-
Pocket Park	-	100	-	100
Other Revenue	15,000	-	89,400	104,400
TOTAL OPERATING REVENUES	630,258	161,690	191,074	983,022
OPERATING EXPENSES				
General Government				
Personal Services	108,103	-	(8,103)	100,000
Materials and Supplies	6,000	7,000	-	13,000
Other Services and Charges	200,000	(25,000)	(5,000)	170,000
Capital Outlay - City Hall renovations	1,000	5,718	9,000	15,718
Total General Government	315,103	(12,282)	(4,103)	298,718
Police Department				
Personal Services	188,024	-	(18,024)	170,000
Materials and Supplies	1,500	1,500	1,500	4,500
Other Services and Charges	22,500	(2,500)	13,000	33,000
Capital Outlay	34,000	-	-	34,000
Total Police Department	246,024	(1,000)	(3,524)	241,500
Fire Department				
Personal Services	22,433	-	12,567	35,000
Materials and Supplies	2,000	(1,000)	(500)	500
Other Services and Charges	9,000	-	-	9,000
Capital Outlay	-	-	-	-
Total Fire Department	33,433	(1,000)	12,067	44,500

City of Cherokee, Oklahoma
General Fund

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	APPROVED BUDGET 2020-2021	PROPOSED AMENDMENTS JANUARY '21	PROPOSED AMENDMENTS JUNE '21	PROPOSED BUDGET 2020-2021
Economic Development				
Other Services and Charges-Main Street	25,000	-	-	25,000
Total Industrial Park and Economic Development	25,000	-	-	25,000
Library Department				
Personal Services	64,255	-	(5,000)	59,255
Materials and Supplies	19,500	-	500	20,000
Other Services and Charges	12,500	5,000	7,500	25,000
Total Library Department	96,255	5,000	3,000	104,255
TOTAL EXPENDITURES	715,815	(9,282)	7,440	713,973
REVENUES OVER (UNDER) EXPENDITURES	(85,557)	170,972	183,634	269,049
OTHER FINANCING SOURCES (USES)				
Depreciation Expense	-	-	-	-
Sale of Assets	-	-	-	-
Transfers-in				
CDA	-	-	-	-
Total transfers in	-	-	-	-
Transfers-out	-	(162,415)		(162,415)
Total transfers out	-	(162,415)	-	(162,415)
TOTAL OTHER FINANCING SOURCES (USES)	-	(162,415)	-	(162,415)
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	(85,557)	8,557	183,634	106,634
BEGINNING FUND BALANCE-estimated	462,198			458,530
ENDING FUND BALANCE-estimated	376,641			565,164

City of Cherokee, Oklahoma Special Revenue Fund

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	APPROVED BUDGET 2020-2021	PROPOSED AMENDMENTS JANUARY '21	PROPOSED AMENDMENTS JUNE '21	PROPOSED BUDGET 2020-2021	
OPERATING REVENUES					
Sales Tax - Emergency Services	26,006	38,994	(20,000)	45,000	90%
Sales Tax - Parks & Streets	145,278	26,722	8,000	180,000	90%
Gasoline Excise Tax	2,220	280	-	2,500	
Motor Vehicle Tax	8,699	-	1,301	10,000	
Cemetery Income	9,500	(2,000)	-	7,500	
Cemetery Income-Capital Improvements	1,188	-	-	1,188	
Airport Income	6,100	-	3,900	10,000	
Airport Fuel Sales	10,000	(3,000)	4,000	11,000	
Swimming Pool Income	8,000	-	-	8,000	
Grant Income OWRB REAP	-	-	-	-	
Grant Income - Airport	20,000	-	-	20,000	
Grant Income - Sidewalk Grant	200,000	-	(200,000)	-	
Interest Income	275	25	-	300	
Other income	2,000	10,000	23,000	35,000	
TOTAL OPERATING REVENUES	439,266	71,021	(179,799)	330,488	
OPERATING EXPENSES					
Emergency Services					
Capital Outlay	-	31,190	8,810	40,000	
Total 911 Services	-	31,190	8,810	40,000	
Streets Department					
Personal Services	107,873	(27,873)	25,000	105,000	
Materials and Supplies	5,000	5,000	-	10,000	
Other Services and Charges	35,000	(5,000)	7,500	37,500	
Capital Outlay	200,000	-	(200,000)	-	
Total Streets Department	347,873	(27,873)	(167,500)	152,500	
Parks Department					
Personal Services	48,580	23,920	(32,500)	40,000	
Materials and Supplies	4,000	(2,000)	-	2,000	
Other Services and Charges	25,000	5,000	-	30,000	
Capital Outlay	34,250	-	(34,250)	-	
Total Parks Department	111,830	26,920	(66,750)	72,000	
Airport Department					
Materials and Supplies	7,000	(3,000)	3,500	7,500	
Other Services and Charges	11,000	(6,000)	2,500	7,500	
Capital Outlay	20,000	(4,000)	-	16,000	
Total Airport Department	38,000	(13,000)	6,000	31,000	

City of Cherokee, Oklahoma
Special Revenue Fund

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	APPROVED BUDGET 2020-2021	PROPOSED AMENDMENTS JANUARY '21	PROPOSED AMENDMENTS JUNE '21	PROPOSED BUDGET 2020-2021
Cemetery Department				
Other Services and Charges	7,500	4,500	3,000	15,000
Capital Outlay	-	400	6,200	6,600
Total Cemetery Department	7,500	4,900	9,200	21,600
TOTAL EXPENDITURES	505,203	22,137	(210,240)	317,100
OTHER FINANCING SOURCES (USES)				
Transfer In - General Fund	-	-	-	-
Transfer In - Capital Project Fund	-	-	-	-
Transfer In- CDA	70,000	16,050	(20,000)	66,050
Transfers Out - General Fund	-	-	-	-
Transfers Out- CDA	-	-	-	-
Transfers Out - Special Revenue Fund	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	70,000	16,050	(20,000)	66,050
Net Income	4,063	64,934	10,441	79,438
BEGINNING FUND BALANCE-estimated	1,412			348,757
ENDING FUND BALANCE-estimated	5,475			428,195