

CITY OF CHEROKEE, OKLAHOMA

Fiscal Year 2022/2023 Annual Budget

June Amendments

BUDGET MEMO

June 14, 2023

The 2022/2023 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 \$66,930

Revenue decrease of <\$131,175>

- ◆ Decrease of utility revenues of <\$35,000> based on year-to-date collections.
- ◆ Decrease in Grant Income of <\$100,000> based on project not happening this FY.

Expense decrease of <\$188,105> consisting largely of:

- ◆ Increase in Administration Department of \$13,235 for personal services expenditures.
- ◆ Decrease in Water Department Capital Outlay of <\$164,705> for projects not completed.
- ◆ Decrease in Sewer Department Capital Outlay of <\$44,764> for projects not completed.

General Fund: Net Impact - Increase in Fund Balance of \$325,750

Revenue increase of \$179,750 consisting mainly of:

- ◆ Increase in tax revenue of \$77,000 based on projections from actual collections.
- ◆ Increase in Fines & Forfeitures of \$9,000 based on year-to-date activity.
- ◆ Increase in Other Revenue of \$70,000 based on year-to-date activity.

Expense decrease of <\$1,000> consisting largely of:

- ◆ Increase in the Fire Department of \$5,00 based on year-to-date collections.
- ◆ Decrease in General Government of <\$7,500> mostly related to a decrease in other services & charges to date.

Decrease in transfers-out to Special Revenue of \$145,000.

Special Revenue Fund: Net Impact - Decrease in Fund Balance <\$130,554>

Revenue decrease of <\$800,627> consisting of:

- ◆ Increase in sales tax of \$19,000 based on year-to-date collections.
- ◆ Increase of \$350,000 of ODOT grant income based on what has been received to date.
- ◆ Decrease of <\$1,170,077> in sidewalk grant income because grant was not received.

Expense decrease of <\$815,073> consisting largely of:

- ◆ Decrease in Street Department of <\$930,849>, which includes a reduction in capital outlay of <\$927,901> of budgeted expenses related to grant income not received above.
- ◆ Increase in the Parks Department of \$38,852 including \$32,500 increase in capital outlay for purchase of Mower and Concession stand improvements
- ◆ Increase in the Airport Department of \$56,505, related to Airport terminal apron project.

Decrease in transfers-in of <\$145,000.>

The legal level of control for the City's 2022 / 2023 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 2022/2023 Annual Budget

*June Amendments***BUDGET SUMMARY**

	BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	TRANSFERS	Net Change	ENDING BALANCE
GENERAL FUND	\$ 888,875	\$ 1,149,674	\$ (926,887)	\$ (5,000)	\$ 217,787	\$ 1,106,662
ENTERPRISE FUNDS						
Development Authority	\$ 774,102	\$ 1,212,425	\$ (1,346,983)	\$ -	\$ (134,558)	\$ 639,544
SPECIAL REVENUE FUNDS	\$ 595,280	\$ 706,825	\$ (798,722)	\$ 5,000	\$ (86,897)	\$ 508,383
GRAND TOTAL ALL FUNDS	\$ 2,258,257	\$ 3,068,924	\$ (3,072,592)	\$ -	\$ (3,668)	\$ 2,254,589

City of Cherokee, Oklahoma
Development Authority

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	APPROVED BUDGET 2022-2023	APPROVED AMENDMENTS JANUARY '23	PROPOSED AMENDMENTS JUNE '23	PROPOSED BUDGET 2022-2023
OPERATING REVENUES				
Water Revenues	\$ 630,000	\$ 2,200	\$ (25,000)	\$ 607,200
Rate Increase	37,800	-		37,800
Sewer Revenues	220,000	16,800	(10,000)	226,800
Rate Increase	13,200	-		13,200
Trash Revenues	275,000	3,500		278,500
Rate Increase - 5.1%	16,500	-		16,500
RV Park Rental	5,000	(1,500)	4,500	8,000
Penalties	3,000	(2,000)	(975)	25
Grant Income - REAP - Waterline to Elementary School	100,000	-	(100,000)	-
Electric Utility Fund	100,000	(100,000)		-
Fees & Charges	3,500	(3,000)		500
Other Revenues	100	2,500	300	2,900
TOTAL OPERATING REVENUES	1,404,100	(81,500)	(131,175)	1,191,425
OPERATING EXPENSES				
Administration Department				
Personal Services	116,765	-	5,735	122,500
Materials and Supplies	5,000	-	2,500	7,500
Other Services and Charges	90,000	-	5,000	95,000
Total Administration Department	211,765	-	13,235	225,000
RV Park Department				
Other Services and Charges	2,500	(1,500)		1,000
Total RV Park Department	2,500	(1,500)	-	1,000
Water Department				
Personal Services	167,205	-	20,295	187,500
Materials and Supplies	12,500	-		12,500
Other Services and Charges	175,000	-		175,000
Capital Outlay	844,000	(379,751)	(185,000)	279,249
Debt Service:	-	-		-
RO Water Plant (OWRB 2005)-matures Sept. 2026	90,990	-		90,990
Total Water Department	1,289,695	(379,751)	(164,705)	745,239

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	APPROVED BUDGET 2022-2023	APPROVED AMENDMENTS JANUARY '23	PROPOSED AMENDMENTS JUNE '23	PROPOSED BUDGET 2022-2023
Sewer Department				
Personal Services	-	-	-	-
Materials and Supplies	100	-	200	300
Other Services and Charges	7,000	15,500	5,000	27,500
Capital Outlay	85,000	26,164	(51,164)	60,000
Debt Service -2015 OWRB \$2.64M; 2.27%; 30 yrs-Lagoon	80,744	-	1,200	81,944
Total Sewer Department	172,844	41,664	(44,764)	169,744
Trash Department				
Other Services & Charges	197,871	-	8,129	206,000
Total Trash Department	197,871	-	8,129	206,000
TOTAL OPERATING EXPENDITURES	1,874,675	(339,587)	(188,105)	1,346,983
OPERATING INCOME (LOSS)	(470,575)	258,087	56,930	(155,558)
NON-OPERATING REVENUES (EXPENSES)				
Interest Income	11,000	-	10,000	21,000
Bad Debt Expense	-	-	-	-
Depreciation	-	-	-	-
Gain on Sale of Assets	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	11,000	-	10,000	21,000
INCOME (LOSS) BEFORE TRANSFERS	(459,575)	258,087	66,930	(134,558)
TRANSFERS IN				
General Fund	-	-	-	-
Other	-	-	-	-
Total transfers in	-	-	-	-
TRANSFERS OUT				
General Fund	-	-	-	-
Capital Projects	-	-	-	-
Special Revenue Fund	-	-	-	-
Total transfers out	-	-	-	-
NET INCOME	(459,575)	258,087	66,930	(134,558)
BEGINNING RETAINED EARNINGS-estimated	774,102			774,102
ENDING RETAINED EARNINGS-estimated	314,527			639,544

City of Cherokee, Oklahoma

General Fund

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	APPROVED BUDGET 2022-2023	APPROVED AMENDMENTS JANUARY '23	PROPOSED AMENDMENTS JUNE '23	PROPOSED BUDGET 2022-2023	
OPERATING REVENUES					
Sales tax	\$ 317,129	\$ 39,871	\$ 43,000	\$ 400,000	90%
Use Tax	142,503	6,497	11,000	160,000	90%
Franchise Tax	96,758	13,242	20,000	130,000	
Beverage Tax	56,375	(2,375)		54,000	90%
Tobacco Tax	4,730	(530)		4,200	90%
Hotel Tax	6,467	(3,967)	3,000	5,500	
Fines and Forfeitures	23,000	-	9,000	32,000	
Fire Revenues	-	10,053		10,053	
Fire Donations	-	550		550	
Library Revenue	15,000	(5,000)	3,500	13,500	
Licenses & Permits	5,000	(3,000)	2,750	4,750	
Oil & Gas Revenues	25,000	42,500	(2,500)	65,000	
Grants	4,000	2,952		6,952	
Interest	300	200	9,500	10,000	
Pocket Park	-		10,500	10,500	
ARPA Grant	130,031	10,463		140,494	
Other Revenue	17,500	12,500	70,000	100,000	
TOTAL OPERATING REVENUES	843,793	123,956	179,750	1,147,499	
OPERATING EXPENSES					
General Government					
Personal Services	114,832	-		114,832	
Materials and Supplies	10,000	15,000	17,500	42,500	
Other Services and Charges	230,000	-	(25,000)	205,000	
Capital Outlay- Computers	70,000	(18,000)		52,000	
Total General Government	424,832	(3,000)	(7,500)	414,332	
Police Department					
Personal Services	211,070	-		211,070	
Materials and Supplies	5,000	17,000	500	22,500	
Other Services and Charges	12,500	-	1,000	13,500	
Capital Outlay	-			-	
Debt Service- Paid from Emergency Services	-			-	
Total Police Department	228,570	17,000	1,500	247,070	
Fire Department					
Personal Services	23,188	5,812	3,500	32,500	
Materials and Supplies	500	7,500		8,000	
Other Services and Charges	8,500	1,000	1,500	11,000	
Capital Outlay	-	50,507		50,507	
Total Fire Department	32,188	64,819	5,000	102,007	

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	APPROVED BUDGET 2022-2023	APPROVED AMENDMENTS JANUARY '23	PROPOSED AMENDMENTS JUNE '23	PROPOSED BUDGET 2022-2023
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	73,074	-	-	73,074
Materials and Supplies	25,000	-	-	25,000
Other Services and Charges	20,000	17,500	-	37,500
Capital Outlay- Computers	2,000	904	-	2,904
Total Library Department	120,074	18,404	-	138,478
TOTAL EXPENDITURES	830,664	97,223	(1,000)	926,887
REVENUES OVER (UNDER) EXPENDITURES	13,129	26,733	180,750	220,612
OTHER FINANCING SOURCES (USES)				
Depreciation Expense	-	-	-	-
Sale of Assets	-	2,175	-	2,175
Transfers-in				
Capital Projects	-	-	-	-
CDA	-	-	-	-
Special Revenue	-	-	-	-
Other	-	-	-	-
Total transfers in	-	-	-	-
Transfers-out	(150,000)	-	145,000	(5,000)
Total transfers out	(150,000)	-	145,000	(5,000)
TOTAL OTHER FINANCING SOURCES (USES)	(150,000)	2,175	145,000	(2,825)
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	(136,871)	28,908	325,750	217,787
BEGINNING FUND BALANCE-estimated	888,875			888,875
ENDING FUND BALANCE-estimated	752,004			1,106,662

City of Cherokee, Oklahoma

Special Revenue Fund

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	APPROVED BUDGET 2022-2023	APPROVED AMENDMENTS JANUARY '23	PROPOSED AMENDMENTS JUNE '23	PROPOSED BUDGET 2022-2023	
OPERATING REVENUES					
Sales Tax - Emergency Services	43,838	1,162	3,000	48,000	90%
Sales Tax - Parks & Streets	175,355	3,645	16,000	195,000	90%
Gasoline Excise Tax	2,433	317	(1,250)	1,500	
Motor Vehicle Tax	10,776	(2,276)	2,500	11,000	
Cemetery Income	8,000	2,000		10,000	
Cemetery Income-Capital Improvements	1,000	750	(50)	1,700	
Airport Income	6,000	(2,000)		4,000	
Airport Fuel Sales	5,750	(1,750)	750	4,750	
Swimming Pool Income	8,000	-	(1,500)	6,500	
Grant Income - ODOT	-		350,000	350,000	
Grant Income - Sidewalk Grant	1,170,077	-	(1,170,077)	-	
Interest Income	-	350		350	
Other income	325	73,700		74,025	
TOTAL OPERATING REVENUES	1,431,554	75,898	(800,627)	706,825	
OPERATING EXPENSES					
Emergency Services					
Materials & Supplies	-			-	
Other Services & Charges	9,500	2,500		12,000	
Capital Outlay	-	4,780		4,780	
Debt Service- Police Vehicles	33,568	-	11,189	44,757	
Total Emergency Services	43,068	7,280	11,189	61,537	
Streets Department					
Personal Services	114,448		18,052	132,500	
Materials and Supplies	8,500	-	(3,500)	5,000	
Other Services and Charges	42,500	-	(17,500)	25,000	
Capital Outlay	1,300,086	-	(927,901)	372,185	
Total Streets Department	1,465,534	-	(930,849)	534,685	
Parks Department					
Personal Services	36,418	-	(11,418)	25,000	
Materials and Supplies	2,000	-	5,500	7,500	
Other Services and Charges	25,000	7,500	12,000	44,500	
Capital Outlay	-	-	32,500	32,500	
Total Parks Department	63,418	7,500	38,582	109,500	
Airport Department					
Materials and Supplies	8,500	(500)		8,000	
Other Services and Charges	8,500	(3,500)	5,000	10,000	
Capital Outlay	3,800	(305)	51,505	55,000	
Total Airport Department	20,800	(4,305)	56,505	73,000	

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	APPROVED BUDGET 2022-2023	APPROVED AMENDMENTS JANUARY '23	PROPOSED AMENDMENTS JUNE '23	PROPOSED BUDGET 2022-2023
Cemetery Department				
Materials and Supplies	-	1,500	2,500	4,000
Other Services and Charges	15,000	(7,500)		7,500
Capital Outlay	1,500	-	7,000	8,500
Total Cemetery Department	16,500	(6,000)	9,500	20,000
TOTAL EXPENDITURES	1,609,320	4,475	(815,073)	798,722
OTHER FINANCING SOURCES (USES)				
Transfer In - General Fund	150,000		(145,000)	5,000
Transfer In - Capital Project Fund	-			-
Transfer In- CDA	-			-
Transfers Out - General Fund	-			-
Transfers Out- CDA	-			-
Transfers Out - Special Revenue Fund	-			-
TOTAL OTHER FINANCING SOURCES (USES)	150,000	-	(145,000)	5,000
Net Income	(27,766)	71,423	(130,554)	(86,897)
BEGINNING FUND BALANCE-estimated	595,280			595,280
ENDING FUND BALANCE-estimated	567,514			508,383