

RESOLUTION NO. 2019-001

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CHEROKEE, OKLAHOMA, AND THE CHEROKEE DEVELOPMENT AUTHORITY ADOPTING AND APPROVING ITS FY2019-2020 BUDGET AND OTHER BUDGETS AND APPROPRIATING THE REVENUES FOR THE STATED PURPOSES AS CONTAINED IN THE BUDGETS; DIRECTING THE MAYOR/CHAIRMAN, CITY MANAGER/TRUST MANAGER AND CITY CLERK/TRUST SECRETARY TO TAKE ANY AND ALL ADDITIONAL ACTIONS AS MAY BE REQUIRED FOR THE IMPLEMENTATION OF THIS BUDGET.

RESOLUTION

WHEREAS, the City of Cherokee has adopted the provisions of the Oklahoma Municipal Budget Act ("Act") in 11 O.S. Sections 17-201 through 17-216;

WHEREAS, the City Manager/Trust Manager, with participation from the Chief Financial Officer ("CFO"), has prepared and presented to the Cherokee City Council and the Cherokee Development Authority, the General Fund and other Budgets for the fiscal year ending June 30, 2020 (FY 2019-2020) consistent with the Act;

WHEREAS, the Act in Section 17-215 provides for the CFO of the City, or designee, as authorized by the governing body, to transfer any unexpended and unencumbered appropriation from one department to another within the same fund; and,

WHEREAS, the City of Cherokee/Cherokee Development Authority have conducted Public Hearings at least 15 days prior to the start of the fiscal year, and published notice of the Public Hearing in substantial compliance with Section 17-208 of the Act; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHEROKEE, OKLAHOMA. AND THE CHAIRMAN AND BOARD OF TRUSTEES OF THE CHEROKEE DEVELOPMENT AUTHORITY, THAT:

SECTION 1. The City Council of the City of Cherokee and the Chairman and Board of Trustees of the Cherokee Development Authority do hereby adopt the FY 2019-2020 General Fund Budget and related budgets on the 14<sup>th</sup> day of June 2019 with the total resources available in the amount of \$3,950,206.87 and total appropriations in the amount of \$2,942,045.31, and as further provided by Exhibit A, attached hereto and incorporated herein by reference.

SECTION 2. The City of Cherokee/Cherokee Development Authority do hereby authorize the Chief Financial Officer, with the City Manager/Trust Manager's approval, to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2019-2020, from one-line item to another, one object category to another within the same department, or

one-line item to another, one object category to another within the same department, or from one department to another within a fund, without further approval by the City of Cherokee/Cherokee Development Authority. All other budget amendments must be approved by the City of Cherokee/Cherokee Development Authority.

Section 3. All supplemental appropriations or decreases in the total appropriations of a fund shall be adopted at a meeting of the City Council/Board of Trustees and filed with the State Auditor and Inspector.

Section 4. Be it further provided that the Mayor/Chairman, City Manager/Trust Manager and City Clerk/Trust Secretary are hereby authorized to take any and all additional actions as may be required for the implementation of these budgets.

Dated this 14<sup>th</sup> day of June 2019.

CHEROKEE DEVELOPMENT AUTHORITY

Karen Cole Hawkins  
Karen Hawkins, Chairman

(Seal)



ATTEST:

Delana Hansel  
Delana Hansel, Trust Secretary

Approved as to Content:

Michael Jones  
Michael Jones, Trust Manager

Approved as to Legality:

Bryce S. Kennedy, Jr.  
Bryce S. Kennedy, Jr., Trust Attorney

**CITY OF CHEROKEE, OKLAHOMA**  
**Fiscal Year 2019/2020 Annual Budget**

---

**BUDGET MEMO**

---

June 14, 2019

The 2019/2020 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:

Recurring tax revenues are budgeted at a conservative 90%, as indicated. If collected at 100% of projected FY19 totals it would bring in an additional \$67,545 in income.

The budget includes 4.2% rate increases for trash services as well as a 2.1% increase in water and sewer. Which brings us an additional \$26,483 in income for FY20

A 1.5% cost-of-living pay increase for employees has been budgeted for fiscal year 2020 at an estimated additional cost of \$5,470.14 in the General Fund and \$3,978.50 in the CDA. We recommend that these total dollar amounts be distributed among employees at the discretion of the City Manager.

Various Capital Outlay items are detailed on the Capital Outlay Detail sheets attached. The total dollars included in the budget are:

General Fund	\$	25,000
CDA		207,250
Special Revenue Fund		875,000
	\$	<u>1,107,250</u>

Debt Service included in the budget are detailed below:

	<u>CDA:</u>
<u>Water Department:</u>	
RO Water Plant - OWRB	91,132
Water Meters - ODOC	6,250
<u>Sewer Department:</u>	
OWRB - Sewer Lagoons	81,110
Total Debt Service:	<u>\$ 178,492</u>

**This budget projects a loss of <\$9,047> for the fiscal year.**

***Please keep in mind that Oklahoma municipalities have to rely upon tax and utility revenues to provide services to citizens. These revenues must be able to fund current operations and capital outlay, as well as provide reserves for future capital projects.***

In accordance with Section 17-208, Title 11, Oklahoma Statutes, the fiscal year 2019 / 2020 budget was initially presented to Council on May 30, 2019 for consideration. A public hearing was held on Friday, June 14, 2019.

The legal level of control for the City's 2019 / 2020 budget is established at the Department level. Additional detail is provided for analysis purposes only.

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

**CITY OF CHEROKEE, OKLAHOMA**  
Fiscal Year 2019/2020 Annual Budget

**BUDGET SUMMARY**

	<b>BEGINNING BALANCE (Estimates)</b>	<b>REVENUES</b>	<b>EXPENSES</b>	<b>TRANSFERS</b>	<b>Net Change</b>	<b>ENDING BALANCE</b>
<b>GENERAL FUND</b>	\$ 424,052	\$ 767,835	\$ (681,866)	\$ -	\$ 85,969	\$ 510,021
<b>ENTERPRISE FUNDS</b>						
Development Authority	\$ 473,726	\$ 1,108,338	\$ (1,119,940)	\$ -	\$ (11,602)	\$ 462,124
<b>SPECIAL REVENUE FUNDS</b>	\$ 119,431	\$ 1,056,825	\$ (1,140,239)	\$ -	\$ (83,414)	\$ 36,017
<b>GRAND TOTAL ALL FUNDS</b>	\$ 1,017,209	\$ 2,932,998	\$ (2,942,045)	\$ -	\$ (9,047)	\$ 1,008,162

**City of Cherokee, Oklahoma**  
**General Fund**  
**Fiscal Year 2019/2020 Annual Budget**

	ACTUAL 2017-2018	APPROVED BUDGET 2018-2019	PROJECTED ACTUAL 2018-2019	PROPOSED BUDGET 2019-2020	
<b>OPERATING REVENUES</b>					
Sales tax	\$ 342,654	\$ 338,265	392,006	\$ 352,805	*90%
Use Tax	69,101	76,839	94,519	85,067	*90%
Franchise Tax	115,049	160,630	134,470	121,023	*90%
Beverage Tax	34,845	34,902	43,881	39,493	*90%
Tobacco Tax	6,543	4,712	5,243	4,719	*90%
Hotel Tax	5,414	4,411	5,336	4,803	*90%
Fines and Forfeitures	12,447	6,500	9,993	9,500	
Fire Revenues	1,000	1,000	750	750	
Library Revenue	17,091	17,000	17,000	18,500	
Licenses & Permits	509	1,215	2,552	1,000	
Oil & Gas Revenues	147,183	75,000	94,690	85,000	
Grants	36,287	29,844	4,000	30,000	
Interest	1,992	175	187	175	
Donations		-	-	-	
Pocket Park	10,900	5,000	5,000	-	
Other Revenue	34,428	15,000	14,131	15,000	
<b>TOTAL OPERATING REVENUES</b>	<b>835,443</b>	<b>770,492</b>	<b>823,759</b>	<b>767,835</b>	
<b>OPERATING EXPENSES</b>					
<b>General Government</b>					
Personal Services	105,900	93,331	95,109	98,301	
Materials and Supplies	3,047	5,000	5,958	6,000	
Other Services and Charges	207,539	220,000	176,409	183,000	
Capital Outlay - City Hall renovations	-	45,000	37,992	-	
<b>Total General Government</b>	<b>316,486</b>	<b>363,331</b>	<b>315,468</b>	<b>287,301</b>	
<b>Police Department</b>					
Personal Services	170,757	196,985	173,848	184,551	
Materials and Supplies	1,562	2,000	1,405	2,000	
Other Services and Charges	16,975	15,000	20,848	25,000	
Capital Outlay	-	-	1,887	-	
<b>Total Police Department</b>	<b>189,293</b>	<b>213,985</b>	<b>197,988</b>	<b>211,551</b>	
<b>Fire Department</b>					
Personal Services	30,710	41,251	25,897	31,003	
Materials and Supplies	27	5,000	3,194	4,000	
Other Services and Charges	9,515	17,000	7,939	9,000	
Capital Outlay	-	107,380	96,248	-	
<b>Total Fire Department</b>	<b>40,252</b>	<b>170,631</b>	<b>133,278</b>	<b>44,003</b>	
<b>Economic Development</b>					
Other Services and Charges-Main Street	25,000	25,000	-	25,000	
<b>Total Industrial Park and Economic Development</b>	<b>25,000</b>	<b>25,000</b>	<b>-</b>	<b>25,000</b>	



**City of Cherokee, Oklahoma**  
**General Fund**  
**Fiscal Year 2019/2020 Annual Budget**

	ACTUAL 2017-2018	APPROVED BUDGET 2018-2019	PROJECTED ACTUAL 2018-2019	PROPOSED BUDGET 2019-2020
<b>Library Department</b>				
Personal Services	49,199	58,938	48,532	69,011
Materials and Supplies	14,028	16,000	22,082	24,500
Other Services and Charges	23,405	23,000	18,863	20,500
Total Library Department	86,632	97,938	89,477	114,011
<b>TOTAL EXPENDITURES</b>	<b>657,664</b>	<b>870,884</b>	<b>736,211</b>	<b>681,866</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>177,779</b>	<b>(100,392)</b>	<b>87,548</b>	<b>85,969</b>
<b>OTHER FINANCING SOURCES (USES)</b>				
Depreciation Expense	(145,591)			
Transfers-in				
Capital Projects	-	-	-	-
CDA	-	50,000	-	-
Special Revenue	55,957	-	-	-
Other			-	
Total transfers in	55,957	50,000	-	-
Transfers-out	(42,000)	(43,500)	(66,000)	-
Total transfers out	(42,000)	(43,500)	(66,000)	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(131,634)</b>	<b>6,500</b>	<b>(66,000)</b>	<b>-</b>
<b>REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES</b>	<b>46,145</b>	<b>(93,892)</b>	<b>21,548</b>	<b>85,969</b>
<b>BEGINNING FUND BALANCE-estimated</b>	<b>196,573</b>	<b>361,934</b>	<b>361,934</b>	<b>424,052</b>
<b>ENDING FUND BALANCE-estimated</b>	<b>361,934</b>	<b>268,042</b>	<b>383,482</b>	<b>510,021</b>

**City of Cherokee, Oklahoma**  
**Development Authority**  
**Fiscal Year 2019/2020 Annual Budget**

	ACTUAL 2017-2018	APPROVED BUDGET 2018-2019	PROJECTED ACTUAL 2018-2019	PROPOSED BUDGET 2019-2020
<b>OPERATING REVENUES</b>				
Water Revenues	\$ 530,092	\$ 565,000	\$ 553,347	\$ 550,000
Rate Increase - 2.1%	-	-	-	11,550
Sewer Revenues	203,997	205,000	200,525	200,000
Rate Increase - 2.1%	-	-	-	4,200
Trash Revenues	245,940	245,000	257,498	255,555
Rate Increase - 4.2%	-	12,250	-	10,733
RV Park Rental	10,895	22,500	17,138	17,000
Penalties	33,834	6,000	8,088	8,000
Grant Income - CDBG & REAP - water lines	157,100	162,162	162,162	-
Grant Income - OWRB - Lift station	-	73,000	-	-
Other Revenues	-	500	365	300
<b>TOTAL OPERATING REVENUES</b>	<b>1,181,858</b>	<b>1,291,412</b>	<b>1,199,122</b>	<b>1,057,338</b>
<b>OPERATING EXPENSES</b>				
<b>Administration Department</b>				
Personal Services	86,926	101,460	93,493	98,129
Materials and Supplies	5,564	5,000	4,045	5,000
Other Services and Charges	96,796	100,000	89,841	100,000
<b>Total Administration Department</b>	<b>189,286</b>	<b>206,460</b>	<b>187,379</b>	<b>203,129</b>
<b>RV Park Department</b>				
Other Services and Charges	12,149	9,350	9,264	11,050
<b>Total RV Park Department</b>	<b>12,149</b>	<b>9,350</b>	<b>9,264</b>	<b>11,050</b>
<b>Water Department</b>				
Personal Services	137,966	151,029	141,391	143,519
Materials and Supplies	64,617	80,000	73,966	80,000
Other Services and Charges	80,778	80,000	62,118	70,000
Capital Outlay	-	329,212	318,312	207,250
Debt Service:	14,763	-	-	-
Water Meters (ODOC) \$520.83/mo-matures April 2021	-	6,250	6,250	6,250
RO Water Plant (OWRB 2005)-matures Sept. 2026	-	91,217	91,217	91,132
<b>Total Water Department</b>	<b>298,124</b>	<b>737,708</b>	<b>693,254</b>	<b>598,151</b>
<b>Sewer Department</b>				
Materials and Supplies	21	100	-	-
Other Services and Charges	1,889	5,000	2,502	3,500
Capital Outlay	-	-	10,800	-
Capital Outlay - Lagoons	-	-	52,181	-
Capital Outlay - Lift Station	1,140	215,000	-	-
Debt Service -2015 OWRB \$2.64M; 2.27%; 30 yrs-Lagoon	110,423	83,844	83,844	81,110
<b>Total Sewer Department</b>	<b>113,473</b>	<b>303,944</b>	<b>149,327</b>	<b>84,610</b>
<b>Trash Department</b>				
Other Services & Charges - 3% increase in FY19	201,991	206,000	221,428	223,000
<b>Total Trash Department</b>	<b>201,991</b>	<b>206,000</b>	<b>221,428</b>	<b>223,000</b>

**City of Cherokee, Oklahoma**  
**Development Authority**  
**Fiscal Year 2019/2020 Annual Budget**

	ACTUAL 2017-2018	APPROVED BUDGET 2018-2019	PROJECTED ACTUAL 2018-2019	PROPOSED BUDGET 2019-2020
TOTAL OPERATING EXPENDITURES	815,022	1,463,462	1,260,652	1,119,940
OPERATING INCOME (LOSS)	366,836	(172,051)	(61,530)	(62,602)
NON-OPERATING REVENUES (EXPENSES)				
Interest Income	15,806	10,000	8,404	51,000
Bad Debt Expense	(6,068)	-	-	-
Depreciation	(209,179)	-	-	-
Gain on Sale of Assets	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	(199,441)	10,000	8,404	51,000
INCOME (LOSS) BEFORE TRANSFERS	167,395	(162,051)	(53,126)	(11,602)
TRANSFERS IN				
General Fund	-	-	-	-
Other	7,906	-	-	-
Total transfers in	7,906	-	-	-
TRANSFERS OUT				
General Fund	-	(50,000)	(15,811)	-
Special Revenue Fund	-	(75,000)	-	-
Total transfers out	-	(125,000)	(15,811)	-
NET INCOME	175,301	(287,051)	(68,937)	(11,602)
BEGINNING RETAINED EARNINGS-estimated	488,848	577,987	577,987	473,726
ENDING RETAINED EARNINGS-estimated	577,987	290,936	509,050	462,124



**City of Cherokee, Oklahoma**  
**Special Revenue Fund**  
**Fiscal Year 2019/2020 Annual Budget**

	Actual 2017-2018	APPROVED BUDGET 2018-2019	PROJECTED Actual 2018-2019	PROPOSED BUDGET 2019-2020	
<b>OPERATING REVENUES</b>					
Sales Tax - Emergency Services	42,832	42,283	49,001	44,101	*90%
Sales Tax - Parks & Streets	171,327	169,132	196,003	176,403	*90%
Gasoline Excise Tax	2,870	2,630	2,847	2,562	*90%
Motor Vehicle Tax	10,754	10,008	10,927	9,835	*90%
Cemetery Income	15,383	7,500	9,441	9,000	
Cemetery Income-Capital Improvements	2,588	1,375	1,665	1,125	
Airport Income	7,020	6,500	7,056	6,500	
Swimming Pool Income	8,292	7,500	7,045	7,000	
Grant Income - Airport				600,000	
Grant Income - Sidewalk Grant		-	-	200,000	
Interest Income	262	300	361	300	
Other income	20,645	500	-	-	
<b>TOTAL OPERATING REVENUES</b>	<b>281,971</b>	<b>247,729</b>	<b>284,345</b>	<b>1,056,825</b>	
<b>OPERATING EXPENSES</b>					
<b>Streets Department</b>					
Personal Services	103,470	113,352	100,261	101,515	
Materials and Supplies	1,410	6,000	9,328	9,500	
Other Services and Charges	17,492	30,000	31,334	30,000	
Capital Outlay		-	-	250,000	
<b>Total Streets Department</b>	<b>122,371</b>	<b>149,352</b>	<b>140,922</b>	<b>391,015</b>	
<b>Parks Department</b>					
Personal Services	72,445	89,171	65,483	70,725	
Materials and Supplies	3,398	3,500	1,135	1,500	
Other Services and Charges	38,375	50,000	31,577	33,000	
Capital Outlay		17,200	17,200	25,000	
<b>Total Parks Department</b>	<b>114,218</b>	<b>159,871</b>	<b>115,394</b>	<b>130,225</b>	
<b>Airport Department</b>					
Other Services and Charges	10,348	5,000	11,874	10,000	
Capital Outlay	-	10,592	10,592	600,000	
<b>Total Airport Department</b>	<b>10,348</b>	<b>15,592</b>	<b>22,466</b>	<b>610,000</b>	
<b>Cemetery Department</b>					
Other Services and Charges	6,734	5,000	8,926	9,000	
Capital Outlay		23,000	-	-	
<b>Total Cemetery Department</b>	<b>6,734</b>	<b>28,000</b>	<b>8,926</b>	<b>9,000</b>	
<b>Cemetery Department - Capital Improvements</b>					
Other Services and Charges	-	-	-	-	
<b>Total Cemetery Department - Capital Improvements</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>TOTAL EXPENDITURES</b>	<b>253,671</b>	<b>352,815</b>	<b>287,709</b>	<b>1,140,239</b>	

**City of Cherokee, Oklahoma**  
**Special Revenue Fund**  
**Fiscal Year 2019/2020 Annual Budget**

	Actual 2017-2018	APPROVED BUDGET 2018-2019	PROJECTED Actual 2018-2019	PROPOSED BUDGET 2019-2020
OTHER FINANCING SOURCES (USES)				
Transfer In - General Fund	42,000	43,500	55,000	-
Transfer In - Capital Project Fund	-	-	-	-
Transfer In- CDA	-	75,000	15,811	-
Transfers Out - General Fund	(55,957)	-	-	-
Transfers Out- CDA	(7,906)	-	-	-
Transfers Out - Special Revenue Fund	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	(21,863)	118,500	70,811	-
Net Income	6,437	13,413	67,447	(83,414)
BEGINNING FUND BALANCE-estimated	74,193	101,493	101,493	119,431
ENDING FUND BALANCE-estimated	101,493	114,907	168,940	36,017



Enid News & Eagle

# Proof of Publication

## Garfield County, State of Oklahoma

Notice of Hearing \_\_\_\_\_ Case No. \_\_\_\_\_

### Affidavit of Publication

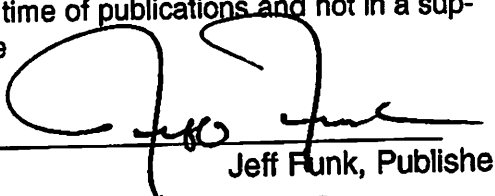
State of Oklahoma, County of Oklahoma, ss:

I, the undersigned publisher, editor or Authorized Agent of the Legal Notices, do solemnly swear that the attached advertisement was published in said paper as follows:

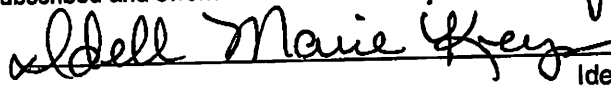
1st publication June 8, 2019  
 2nd publication \_\_\_\_\_  
 3rd publication \_\_\_\_\_  
 4th publication \_\_\_\_\_  
 5th publication \_\_\_\_\_  
 6th publication \_\_\_\_\_  
 7th publication \_\_\_\_\_  
 8th publication \_\_\_\_\_

That said newspaper is in the city of Enid, Garfield County, Oklahoma, a Daily newspaper qualified to publish legal notices, advertisements and publications as provided in Section 106 of Title 25, Oklahoma Statutes, 1971, as amended, and complies with all other requirements of the laws of Oklahoma with references to legal publications.

That said Notice, a true copy of which is attached hereto, was published in the regular edition of said newspaper during the period and time of publications and not in a supplement, on the above

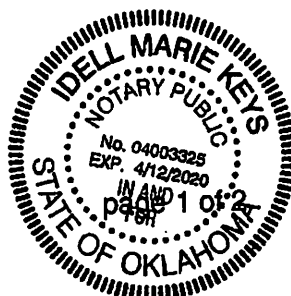
  
 Jeff Funk, Publisher

Subscribed and sworn before me on this 10 day of June, 2019.

  
 Idell Marie Keys

My commission expires 4-12-20 Notary Public  
 Commission #04003325

**Publishers Address:**  
 Enid News & Eagle  
 227 W. Broadway  
 Enid, OK 73701



Published in the Enid News & Eagle  
June 8, 2019 LPXLP

(214)

In accordance with Section 17-208, Title 11, Oklahoma Statutes, notice is hereby given the proposed City of Cherokee Fiscal Year 2019/2020 Annual Budget will be considered at a public hearing held on Friday, June 14, 2019 at 10:00am. Copies of the proposed budget are available for review in the Office of the City Clerk, 112 N. Grand, Cherokee, Oklahoma 73728.

Notice is hereby given that the City of Cherokee 2019/2020 Annual Budget will be adopted during a meeting of the Town Council on June 14, 2019.

CITY OF CHEROKEE, OKLAHOMA Fiscal Year 2019/2020 Annual Budget BUDGET SUMMARY					
	BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	TRANSFERS Net Change	ENDING BALANCE
GENERAL FUND	\$ 399,052	\$ 705,835	\$ (667,888)	\$ -	\$ 437,198
ENTERPRISE FUNDS					
Development Authority	\$ 473,726	\$ 1,062,338	\$ (1,005,090)	\$ -	\$ 530,974
SPECIAL REVENUE					
FUNDS	\$ 119,431	\$ 256,825	\$ (279,390)	\$ -	\$ 96,865
GRAND TOTAL					
ALL FUNDS	\$ 992,209	\$ 2,024,998	\$ (1,952,168)	\$ -	\$ 1,065,038