

BUDGET ADOPTION RESOLUTION – FUND-BASED BUDGET

**TOWN OF BEAVER, OKLAHOMA
RESOLUTION NO. 2019-R03**

A RESOLUTION APPROVING THE TOWN OF BEAVER, OKLAHOMA BUDGET FOR THE FISCAL YEAR 2019-2020 AND ESTABLISHING BUDGET AMENDMENT AUTHORITY

WHEREAS, The Town of Beaver has adopted the provisions of the Oklahoma Municipal Budget Act (the Act) in 11 O.S. Sections 17-201 through 17-216; and

WHEREAS, The Chief Executive Officer has prepared a budget for the fiscal year ending June 30, 2020 (FY 2019-2020) consistent with the Act; and

WHEREAS, The Act in section 17-215 provides for the chief executive officer of the Town, 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 budget has been formally presented to the Town Board of Trustees at least 30 days prior to the start of the fiscal year in compliance with Section 17-205; and

WHEREAS, The Town Board of Trustees has conducted a Public Hearing at least 15 days prior to the start of the fiscal year, and published notice of the Public Hearing in compliance with Section 17-208 of the Act; and

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF TRUSTEES OF THE TOWN OF BEAVER, OKLAHOMA:

SECTION 1. The Town Board of Trustees does hereby adopt the FY 2019-2020 Budget on the 13th day of June 2019 with total resources available in the amount of \$3,233,033 and total fund/departmental appropriations in the amount of \$1,581,718. Legal appropriations (spending/encumbering limits) are hereby established as follows:

Fund: Department	Appropriation Amount
General Fund:	
General government	\$70,903
Office Administration	122,384
Police	196,921
Legal	6,000
Fire	29,985
Parks	86,628
Street & Alley	184,316
Airport	8,500
Department of Corrections	-
Beaver Public Works Authority:	
Administration	176,068
Water	312,102
Trash	213,863
Sewer	42,047

RECEIVED

JUL 01 2019

State Auditor
and Inspector

Beaver

Beaver Dunes:	93,530
Bus Transit:	38,470
Alice Spohn Newton Endowment	-
Swimming Pool Sales Tax	-

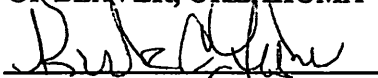
SECTION 2. The Beaver Board of Trustees does hereby authorize the Town Administrator to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2019-2020, from one line item to another, one object category to another within a department, or one department to another within a fund, without further approval by the Beaver Board of Trustees.

SECTION 3. All supplemental appropriations or decrease in the total appropriation of a fund shall be adopted at a meeting of the Beaver Board of Trustees and filed with the State Auditor and Inspector.

SECTION 4. Be it further provided that the Town Administrator and the Town Clerk are hereby authorized to take any and all actions as may be required for the implementation of these budgets.

ADOPTED BY THE TOWN BOARD OF TRUSTEES OF THE TOWN OF BEAVER this 13th day of June, 2019.

TOWN OF BEAVER, OKLAHOMA


Kirk A. Fisher, Mayor

ATTEST:


Shannon Mitchell, Clerk



TOWN OF BEAVER, OKLAHOMA

Fiscal Year 2019 / 2020 Annual Budget

BUDGET MEMO

June 13, 2019

The 2019/2020 Budget for the Town of Beaver are presented, as attached, for approval by the Council in accordance with the Oklahoma Municipal Budget Act.

- ❖ Recurring revenues are budgeted at 90%, as indicated. If collected at 100%, that will generate approximately an additional \$28,000 of unrestricted sales tax, \$8,400 of Swimming Pool sales tax, and \$5,600 of Dunes sales tax.
- ❖ The budget includes a \$75,000 REAP grant for Street improvements
- ❖ The budget includes 1.5% rate increases for all utility services provided by the City, generating an estimated \$12,300.
- ❖ The budget includes estimated salary & benefits for a City Manager for 42 weeks in FY20.
- ❖ The budget includes pay increases of 5% for all full-time employees. This is estimated to be \$19,458 in FY20.
- ❖ Capital Outlay & Special Requests are shown on the Capital Outlay Detail page. A summary by fund is shown below.

	<u>Requested</u>	<u>Budgeted</u>	
General Fund Capital / Special Requests:	\$ 108,379	\$ 100,879	<i>\$7,500 included in Fire OS&C \$75,000 REAP Grant</i>
PWA Capital / Special Requests:	13,560	13,560	
Beaver Dunes Capital / Special Requests:	30,000	30,000	<i>Operating transfer from GF</i>
Bus Transit	6,000	15,000	<i>Operating transfer from GF</i>
TOTAL CAPITAL OUTLAY	<u>\$ 157,939</u>	<u>\$ 159,439</u>	

- ❖ **This budget projects a net income of \$86,725 for fiscal year 2020. A net gain of \$5,639 is projected for operating funds (which exclude the Alice Newton & Swimming Pool funds).**

In accordance with Section 17-208, Title 11, Oklahoma Statutes, the fiscal year 2019/ 2020 budget was initially presented to Council on May 9, 2019 for consideration. A public hearing will be held for Thursday, June 13, 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. Management may make transfers between departments throughout the year.

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

In accordance with Section 17-208, Title 11, Oklahoma Statutes, notice is hereby given the proposed Town of Beaver Fiscal Year 2019/2020 Annual Budget will be considered at a public hearing held Thursday, June 13, 2019 at 5:45pm at the Community Building located at 28 W. 2nd Street, Beaver, OK. Copies of the proposed budget are available for review in the Office of the City Clerk, 20 W. Second Street, Beaver, OK 73932

Notice is hereby given that the Town of Beaver 2019/2020 Annual Budget will be adopted during a meeting of the Town Council on June 13, 2019.

TOWN OF BEAVER, OKLAHOMA

Fiscal Year 2019 / 2020 Annual Budget

BUDGET SUMMARY

	BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	TRANSFERS	Net Change	ENDING BALANCE
GENERAL FUND	<u>\$ 733,415</u>	<u>\$ 725,138</u>	<u>\$ (705,638)</u>	<u>\$ (21,081)</u>	<u>\$ (1,581)</u>	<u>\$ 731,834</u>
ENTERPRISE FUNDS						
Public Works Authority	<u>\$ 333,592</u>	<u>\$ 851,300</u>	<u>\$ (744,080)</u>	<u>\$ (100,000)</u>	<u>\$ 7,220</u>	<u>\$ 340,812</u>
TOTAL GENERAL AND ENTERPRISE FUNDS:	<u>\$ 1,067,007</u>	<u>\$ 1,576,438</u>	<u>\$ (1,449,718)</u>	<u>\$ (121,081)</u>	<u>\$ 5,639</u>	<u>\$ 1,072,646</u>
SPECIAL REVENUE FUNDS						
Beaver Dunes	<u>\$ 1,582</u>	<u>\$ 67,475</u>	<u>\$ (93,530)</u>	<u>\$ 30,000</u>	<u>\$ 3,945</u>	<u>\$ 5,527</u>
Bus Transit	<u>2,867</u>	<u>24,500</u>	<u>(38,470)</u>	<u>15,000</u>	<u>1,030</u>	<u>3,897</u>
Alice Spohn Newton Endowment	<u>19,093</u>	<u>30</u>	<u>-</u>	<u>-</u>	<u>30</u>	<u>19,123</u>
Swimming Pool Sales Tax	<u>474,041</u>	<u>-</u>	<u>-</u>	<u>76,081</u>	<u>76,081</u>	<u>550,122</u>
TOTAL SPECIAL REVENUE FUNDS	<u>\$ 497,583</u>	<u>\$ 92,005</u>	<u>\$ (132,000)</u>	<u>\$ 121,081</u>	<u>\$ 81,087</u>	<u>\$ 578,669</u>
GRAND TOTAL ALL FUNDS	<u>\$ 1,564,590</u>	<u>\$ 1,668,443</u>	<u>\$ (1,581,718)</u>	<u>\$ -</u>	<u>\$ 86,725</u>	<u>\$ 1,651,315</u>

TOWN OF BEAVER, OKLAHOMA
Fiscal Year 2019 / 2020 Annual Budget
General Fund

	Actual 2017/2018	Amended Budget 2018/2019	Projected YTD 2018/2019	Proposed Budget 2019/2020	
OPERATING REVENUES					
Tax Revenue					
Sales Tax - 2 cents	\$ 276,026	\$ 261,138	\$ 281,781	\$ 253,603	90.1%
Sales Tax - Pool - 3/5 cent	82,808	78,342	84,535	76,081	90.1%
Total Sales Tax		339,480	366,316	329,684	
Franchise Tax	45,894	52,924	54,652	49,187	90.1%
Alcohol Beverage Tax	131,259	132,041	165,667	149,100	90.1%
Cigarette Tax	4,821	3,326	3,501	3,151	90.1%
Use Tax	49,985	50,966	86,377	77,740	90.1%
Gas Excise Tax	2,670	2,435	2,051	1,846	90.1%
Motor Vehicle Tax	10,018	8,848	10,033	9,030	90.1%
Total Tax Revenue		590,020	688,597	619,738	
General Government	32,437	12,500	10,963	10,000	
REAP		55,000	-	-	
CDBG Grant		-	-	75,000	
Police Revenue	6,326	4,250	7,216	6,000	
Fire Department					
Grant Revenue	3,744	3,844	3,299	3,300	
Donation Revenue	1,330	1,000	567	1,000	
Airport					
Hanger Rent	1,670	1,600	1,933	1,600	
Grant Revenue - Airport	780,070	-	-	-	
TOTAL OPERATING REVENUES	1,429,058	668,214	712,575	716,638	
OPERATING EXPENSE					
General Government					
Personal Services	765	3,903	2,173	1,903	
Materials and Supplies	9,978	11,000	1,561	11,000	
Other Services and Charges	62,638	58,000	53,764	58,000	
Capital Outlay	1,400	2,445	2,445	-	
Total General Government	74,781	75,348	59,944	70,903	
Office / Administrative					
Personal Services	114,272	101,242	87,503	102,884	
Materials and Supplies	6,183	7,500	2,897	6,500	
Other Services and Charges	5,987	8,500	12,604	13,000	
Capital Outlay		-	-	-	
Total Admin Department	126,442	117,242	103,004	122,384	
Police Department					
Personal Services	144,307	127,072	105,960	141,921	
Materials and Supplies	6,555	6,000	5,061	6,000	
Other Services and Charges	42,222	49,000	49,360	49,000	
Capital Outlay	-	4,455	4,455	-	
Total Police Department	193,084	186,527	164,836	196,921	
Legal Department					
Other Services and Charges	2,500	6,000	6,667	6,000	
Total Legal Department	2,500	6,000	6,667	6,000	

TOWN OF BEAVER, OKLAHOMA
Fiscal Year 2019 / 2020 Annual Budget
General Fund

	Actual 2017/2018	Amended Budget 2018/2019	Projected YTD 2018/2019	Proposed Budget 2019/2020
Fire Department				
Personal Services	2,840	3,985	2,541	3,985
Materials and Supplies	3,267	6,500	5,173	6,500
Other Services and Charges	9,609	11,500	12,300	19,500
Capital Outlay	7,025	16,281	-	-
Total Fire Department	22,741	38,266	20,015	29,985
Park Department				
Personal Services	61,609	47,174	43,639	47,133
Materials and Supplies	6,081	15,000	10,097	15,000
Other Services and Charges	10,813	12,500	6,452	12,500
Capital Outlay	-	-	-	11,995
Total Park Department	78,503	74,674	60,188	86,628
Street Department				
Materials and Supplies	15,667	46,000	14,852	15,000
Other Services and Charges	63,039	63,000	62,424	63,000
Debt Service - Motor Grader - \$1,452.69/month	8,716	17,432	17,432	17,432
Capital Outlay	-	62,500	22,080	88,884
Total Street Department	87,422	188,932	116,788	184,316
Airport				
Personal Services	-	-	-	-
Materials and Supplies	643	1,000	615	1,000
Other Services and Charges	5,526	6,500	7,228	7,500
Capital Outlay - Runway Project	741,145	-	-	-
Total Airport Department	747,314	7,500	7,843	8,500
TOTAL EXPENDITURES	1,332,787	694,489	539,284	705,638
REVENUES OVER (UNDER) EXPENDITURES	96,271	(26,275)	173,291	11,000
OTHER INCOME/(EXPENSE)				
Interest Earned	6,405	8,250	8,855	8,500
Transfers-in	50,000	-	-	100,000
Transfers-out Pool Sales Tax 3/5 cent	(82,808)	(78,342)	(84,535)	(76,081)
Transfers-out - Beaver Dunes	(10,000)	(30,000)	(43,333)	(30,000)
Transfers-out Bus Transit	-	(12,000)	-	(15,000)
TOTAL OTHER INCOME/(EXPENSE)	(36,403)	(112,092)	(119,013)	(12,581)
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	59,868	(138,367)	54,278	(1,581)
BEGINNING FUND BALANCE (estimated)	644,720	698,724	698,724	733,415
ENDING FUND BALANCE	\$ 704,588	\$ 560,357	\$ 753,002	\$ 731,834

TOWN OF BEAVER, OKLAHOMA
Fiscal Year 2019 / 2020 Annual Budget
Beaver Public Works Authority

	Actual 2017/2018	Amended Budget 2018/2019	Projected YTD 2018/2019	Proposed Budget 2019/2020
OPERATING REVENUES				
Water Revenues	\$ 408,177	\$ 390,000	410,480	\$ 400,000
1.5% Rate Increase		58,500	-	6,000
Trash Revenues	252,086	250,000	288,760	280,000
1.5% Rate Increase		37,500	-	4,200
Sewer Revenues	130,138	124,000	149,345	140,000
1.5% Rate Increase		18,600	-	2,100
Other Revenues	37,223	20,000	16,089	17,500
Grant Income	-	40,000	40,000	-
TOTAL OPERATING REVENUES	827,624	938,600	904,675	849,800
OPERATING EXPENSES				
Administration Department				
Personal Services	101,305	99,171	78,511	93,068
Materials and Supplies	17,692	20,000	25,540	26,000
Other Services and Charges	58,032	55,000	56,665	57,000
Capital Outlay	519	-	-	-
Total Administration Department	177,548	174,171	160,716	176,068
Water Department				
Personal Services	195,293	179,512	164,939	195,402
Materials and Supplies	32,688	35,000	30,119	35,000
Other Services and Charges	64,738	74,000	76,329	76,000
Debt Service - Truck - \$473.97/month	5,688	5,700	5,688	5,700
Capital Outlay		20,155	7,155	-
Total Water Department	298,407	314,367	284,230	312,102
Trash Department				
Personal Services	85,841	92,464	85,809	99,503
Materials and Supplies	6,942	10,000	3,207	5,000
Other Services and Charges	80,239	91,500	95,476	98,000
Capital Outlay		10,000	11,360	11,360
Total Trash Department	173,022	203,964	195,852	213,863
Sewer Department				
Materials and Supplies	4,680	5,000	3,064	5,000
Other Services and Charges	22,231	23,000	20,507	23,000
Debt Service - Truck - 473.97/month	5,688	5,700	5,688	5,700
Debt Service - FSB matures Aug. 2019	36,883	36,883	36,883	6,147
Capital Outlay	-	57,500	60,937	2,200
Total Sewer Department	69,482	128,083	127,079	42,047
TOTAL OPERATING EXPENDITURES	718,459	820,585	767,876	744,080
OPERATING INCOME (LOSS)	109,165	118,015	136,798	105,720

TOWN OF BEAVER, OKLAHOMA
Fiscal Year 2019 / 2020 Annual Budget
Beaver Public Works Authority

	Actual 2017/2018	Amended Budget 2018/2019	Projected YTD 2018/2019	Proposed Budget 2019/2020
NON-OPERATING REVENUES (EXPENSES)				
Interest Income	1,058	1,400	1,769	1,500
TOTAL OTHER FINANCING SOURCES (USES)	1,058	1,400	1,769	1,500
INCOME (LOSS) BEFORE OPERATING	110,223	119,415	138,568	107,220
OPERATING TRANSFERS OUT				
General Fund	(63,854)	-	-	(100,000)
Total transfers out	(63,854)	-	-	(100,000)
NET INCOME	46,369	119,415	138,568	7,220
BEGINNING FUND BALANCE	174,037	220,406	220,406	333,592
ENDING FUND BALANCE	\$ 220,406	\$ 339,821	\$ 358,974	\$ 340,812

TOWN OF BEAVER, OKLAHOMA
Fiscal Year 2019 / 2020 Annual Budget
Beaver Dunes

	Actual 2017/2018	Approved Amended Budget 2018/2019	Projected Budget 2018/2019	Proposed Budget 2019/2020	
Ordinary Income/Expense					
Income					
CABIN SALES	\$ 565	\$ 300	\$ 639	\$ 300	
CAMPER/TRAILER SALES	8,634	6,500	5,809	5,500	
ORV FEE 3 DAY PERMIT SALES	200	250	533	250	
ORV FEE/PER DAY/PER VEH SALES	13,925	13,000	10,283	10,000	
SHELTER SALES	481	750	51	100	
TENT SITE SALES	583	400	436	400	
SALES - Other	205	200	240	200	
Total Income	24,593	21,400	17,991	16,750	
Expense					
Personal Services	49,637	45,241	44,695	48,530	
Materials & Supplies	5,261	11,000	10,935	9,000	
Other Services and Charges	39,149	40,000	43,929	36,000	
Capital Outlay		2,392	-	-	
Total Expense	94,047	98,633	99,559	93,530	
Net Ordinary Income	(69,454)	(77,233)	(81,568)	(76,780)	
Other Income/Expense					
Dunes Sales Tax - 40% of 1 cent	55,205	52,227	56,356	50,720	90%
Interest Income	11	5	8	5	
Donations	-	1,000	1,000	-	
Transfer In from General Fund	17,500	30,000	32,500	30,000	
Total Other Income	72,716	83,232	89,864	80,725	
REVENUES AND OTHER SOURCES OVER (UNDER)					
EXPENDITURES AND OTHER USES	3,262	5,999	8,296	3,945	
BEGINNING FUND BALANCE	(2,406)	794	856	1,582	
ENDING FUND BALANCE	\$ 856	\$ 6,793	\$ 9,152	\$ 5,527	

TOWN OF BEAVER, OKLAHOMA
Fiscal Year 2019 / 2020 Annual Budget
Bus Transit Special Revenue Fund

	Actual 2017/2018	Amended Budget 2018/2019	Projected YTD 2018/2019	Proposed Budget 2019/2020
OPERATING REVENUES				
Bus Fares	\$ 5,936	\$ 6,500	\$ 6,517	\$ 6,500
Nursing Home	200	400	-	-
Grant Revenues	23,672	15,000	15,260	15,000
SWODA	987	-	1,283	1,000
Donations	-	-	-	-
Other Revenues	1,965	-	1,839	2,000
TOTAL OPERATING REVENUES	32,760	21,900	24,899	24,500
OPERATING EXPENSES				
Personal Services	31,046	27,873	28,751	34,370
Materials and Supplies	263	600	257	600
Other Services and Charges	4,609	3,000	3,031	3,500
Capital Outlay	-	-	-	-
Total Expense	35,918	31,473	32,039	38,470
OTHER FINANCING SOURCES (USES)				
Transfer-In General Fund	-	12,000	12,000	15,000
Net Income	(3,158)	2,427	4,860	1,030
BEGINNING FUND BALANCE	4,145	987	987	2,867
ENDING FUND BALANCE	\$ 987	\$ 3,414	\$ 5,847	\$ 3,897

TOWN OF BEAVER, OKLAHOMA
Fiscal Year 2019 / 2020 Annual Budget
Alice Spohn Newton Endowment Fund

	Actual 2017/2018	Approved Budget 2018/2019	Amended 2018/2019	Projected YTD 2018/2019	Proposed Budget 2019/2020
REVENUES					
Interest Income	\$ 38	\$ 30		\$ 39	\$ 30
TOTAL REVENUES	38	30		39	30
OPERATING EXPENSES					
Personal Services	-	-		-	-
Materials and Supplies	-	-		-	-
Other Services and Charges	-	-		-	-
Capital Outlay	-	-		-	-
Total Expense	-	-		-	-
OTHER FINANCING SOURCES (USES)					
Transfer-In	-	-		-	-
Net Income	38	30		39	30
BEGINNING FUND BALANCE	19,026	19,064		19,064	19,093
ENDING FUND BALANCE	\$ 19,064	\$ 19,094		\$ 19,103	\$ 19,123

TOWN OF BEAVER, OKLAHOMA
Fiscal Year 2019 / 2020 Annual Budget
Swimming Pool Sales Tax

	Actual 2017/2018	Approved Budget 2018/2019	Amended Budget 2018/2019	Projected YTD 2018/2019	Proposed Budget 2019/2020
Interest Income	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL REVENUES			-	-	-
Capital Improvements - Swimming Pool	-	-	-	-	-
TOTAL EXPENSE			-	-	-
OTHER FINANCING SOURCES (USES)					
Transfer-In (sales Tax 3/5 cent)	82,808	78,342	84,535	76,081	90%
Net Income	82,808	78,342	84,535	76,081	
BEGINNING FUND BALANCE	306,698	389,506	389,506	474,041	
ENDING FUND BALANCE	\$ 389,506	\$ 467,848	\$ 474,041	\$ 550,122	