

BUDGET ADOPTION RESOLUTION – FUND-BASED BUDGET

**TOWN OF CARTER, OKLAHOMA
RESOLUTION NO. 061219 - 1**

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

WHEREAS, The Town of Carter 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 CARTER, OKLAHOMA:

SECTION 1. The Town Board of Trustees does hereby adopt the FY 2019-2020 Budget on the 12th day of June 2019 with total resources available in the amount of \$1,153,178 and total fund/departmental appropriations in the amount of \$196,775. Legal appropriations (spending/encumbering limits) are hereby established as follows:

Fund: Department	Appropriation Amount
General Fund:	
General government	\$52,775
Street & Alley	3,000
Fire Department	18,000
	-
Carter Utility Authority:	
Water/Sewer Department	105,000
Garbage	13,000
Capital Outlay	5,000

SECTION 2. The Carter 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 Carter Board of Trustees.

RECEIVED

JUL 01 2019

State Auditor
and Inspector

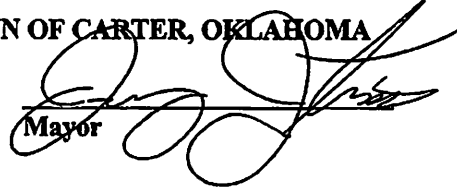
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SECTION 3. All supplemental appropriations or decrease in the total appropriation of a fund shall be adopted at a meeting of the Carter Board of Trustees and filed with the State Auditor and Inspector.

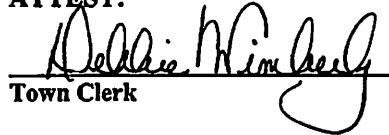
SECTION 4. Be it further provided that the Town Administrator and the Town Clerk are hereby authorized to take any and all actions as may be required for the implementation of these budgets.

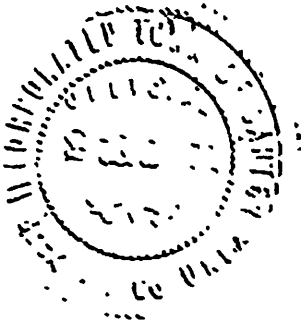
ADOPTED BY THE TOWN BOARD OF TRUSTEES OF THE TOWN OF CARTER this 12th day of June, 2019.

TOWN OF CARTER, OKLAHOMA


Mayor

ATTEST:


Town Clerk



TOWN OF CARTER, OKLAHOMA
Fiscal Year 2019/ 2020 Annual Budget

BUDGET MEMO

15-May-19

The 2019 / 2020 Annual Budget for the Town of Carter 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 revenues are budgeted at 90%, as indicated. If collected at 100%, that will generate an additional \$8,000

The budget includes a conservative projection of revenues in the Utility Authority, and it is recommended that council match rate increases charged by third party service providers.

An approximate pay increase of 3% has been included for all full time employees. Raises will be allocated at the discretion of the town administration.

Expenses for FY20 have been budgeted consistently with projections of prior year expense.

General Fund capital improvements include:

Fire Department	\$ 1,500
General fund	<u>2,625</u>
	\$ 4,125

Utility Authority capital improvements: \$ 5,000

In accordance with Section 17-208, Title 11, Oklahoma Statutes, the fiscal year 2019 / 2020 budget was initially presented to Council on May 15, 2019 for consideration. A public hearing will be scheduled for Wednesday June 12, 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 Michelle Kauk, CPA.

In accordance with Section 17-208, Title 11, Oklahoma Statutes, notice is hereby given the the proposed Town of Carter Fiscal Year 2019/2020 Annual Budget was considered at a public hearing on June 12, 2019, at 6:30 p.m. in the Carter Town Hall. Copies of the proposed budget are available for review in the Office of the City Clerk, _____ Notice is hereby given that the Town of Carter 2019/2020 Annual Budget will be adopted during a meeting of the City Council on Wednesday, June 12, 2019, at 6:30 p.m. in the City Hall.

TOWN OF CARTER, OKLAHOMA
Fiscal Year 2019/2020 Annual Budget (Proposed)

BUDGET SUMMARY-2019/2020

	BEGINNING BALANCE (Estimates)	Revenues	Expenses	Net Transfers	Net Change	ENDING BALANCE
GENERAL FUND	\$ 171,786	\$ 77,504	\$ 73,775	\$ -	\$ 3,729	\$ 175,525
ENTERPRISE FUNDS						
CPWA (Includes Infrastructure Repair)	\$ 779,285	\$ 124,593	\$ 123,000	\$ -	\$ 1,593	\$ 780,878
TOTAL ENTERPRISE FUNDS	\$ 779,285	\$ 124,593	\$ 123,000	\$ -	\$ 1,593	\$ 780,878
GRAND TOTAL ALL FUNDS	\$ 951,081	\$ 202,097	\$ 196,775	\$ -	\$ 5,322	\$ 956,403

**Town of Carter
General Fund
2019-2020 Proposed Budget**

Department	2017-2018 Budget	2017-2018 Actual	2018-2019 Final Budget	2019-2020 Projected	Proposed Budget 2019/2020	Through 03/31/19
Revenues:						12
Sales tax	\$ 29,784	\$ 39,409	\$ 33,579	\$ 37,310	\$ 33,579	\$ 27,982
Alcoholic Beverage	1,612	1,887	2,135	2,372	2,135	1,779
Cigarette	321	479	281	312	281	234
Franchise	4,228	5,098	4,829	5,365	4,829	4,024
Motor Vehicle	1,312	1,757	1,552	1,724	1,552	1,293
Use tax	8,670	10,149	12,306	13,673	12,306	10,255
Gas Excise	351	473	397	441	397	331
Fire	20,000	15,341	20,639	22,932	20,639	17,199
Miscellaneous revenue	8,000	1,104	1,787	1,988	1,787	1,490
Interest Income	140	1,168	-	-	-	-
Total revenues	\$ 74,456	\$ 87,632	\$ 77,505	\$ 88,115	\$ 77,904	\$ 64,568
General Government:						
Personal service	\$ 39,500	\$ 25,577	\$ 27,900	\$ 27,894	\$ 28,275	\$ 20,920
Materials & supplies	42,109	15,887	15,000	12,120	12,000	9,090
Other services/charges	-	11,644	14,000	13,828	14,000	10,370
Capital outlay	12,000	-	3,000	3,500	500	2,825
	\$ 93,609	\$ 52,908	\$ 59,900	\$ 57,340	\$ 52,775	\$ 43,005
Street Department:						
Personal service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & supplies	-	1,847	2,700	2,996	3,000	2,247
Other services/charges	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-
	\$ -	\$ 1,847	\$ 2,700	\$ 2,996	\$ 3,000	\$ 2,247
Fire Department:						
Personal service	\$ -	\$ 4,557	\$ 6,000	\$ 2,673	\$ 5,000	\$ 2,005
Materials & supplies	-	9,337	7,000	7,409	7,000	5,557
Other services/charges	6,000	10,588	8,000	3,629	4,500	2,722
Capital outlay	-	6,780	1,008	1,344	1,500	1,008
	\$ 6,000	\$ 31,222	\$ 22,008	\$ 15,056	\$ 18,000	\$ 11,292
Total Expenditures	\$ 99,609	\$ 85,977	\$ 84,608	\$ 75,391	\$ 73,775	\$ 56,543
Transfer in	\$ -	-	-	-	-	-
Transfer Out	-	-	-	-	-	-
Net Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Income	\$ (25,153)	\$ 1,655	\$ (7,103)	\$ 10,724	\$ 3,729	\$ 8,043

**Town of Carter
Utility Authority
2019-2020 Proposed Budget**

Department	2017-2018 Budget	2017-2018 Actual	2018-2019 Final Budget	2019-2020 Projected	Proposed Budget 2019/2020	Actual Through 03/31/19
Revenues:						
Water, Garbage, and Sewer	\$ 108,108	\$ 107,989	\$ 110,000	\$ 118,249	\$ 118,249	\$ 88,687
Penalty	2,100	2,215	2,175	2,478	2,478	1,859
Water Deposits	-	2,234	-	-	-	-
Interest Income	858	1,165	1,144	1,111	1,111	834
Miscellaneous	1,800	1,759	2,066	2,754	2,754	2,066
Donations	-	200	-	-	-	-
Grants	61,450	61,450	2,100	2,800	-	2,100
Total revenues	\$ 174,318	\$ 177,012	\$ 117,485	\$ 127,393	\$ 124,593	\$ 95,545
Water/Sewer Department:						
Personal service	\$ 33,709	\$ 33,945	\$ 32,500	\$ 32,467	\$ 33,500	\$ 24,351
Materials & supplies	46,900	49,937	44,500	42,586	44,500	31,947
Other services/charges	29,500	29,500	35,000	23,995	27,000	17,996
Capital Outlay	-	-	-	-	-	-
	\$ 110,109	\$ 113,382	\$ 112,000	\$ 99,058	\$ 105,000	\$ 74,293
Garbage						
Personal service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & supplies	-	-	-	-	-	-
Other services/charges	10,172	10,944	10,500	12,049	13,000	9,037
	\$ 10,172	\$ 10,944	\$ 10,500	\$ 12,049	\$ 13,000	\$ 9,037
Total Expenditures	\$ 120,281	\$ 124,326	\$ 122,500	\$ 111,107	\$ 118,000	\$ 83,330
Net Operating Income	\$ 54,035	\$ 52,686	\$ (5,015)	\$ 16,286	\$ 6,593	\$ 12,215
Other Outflows						
Grant expense	61,450	61,450	-	-	-	-
Capital Outlay	20,000	18,409	6,265	8,354	5,000	6,265
Transfers out	-	-	-	-	-	-
	\$ 81,450	\$ 79,859	\$ 6,265	\$ 8,354	\$ 5,000	\$ 6,265
Net Income	\$ (27,415)	\$ (27,173)	\$ (11,280)	\$ 7,933	\$ 1,593	\$ 5,950