CITY OF ELK CITY, OKLAHOMA

Fiscal Year 2016/2017 Annual Budget Amendments 1st Quarter

DATE October 14, 2016

RE 2016/2017 Budget Amendments: 1st Quarter

The following budget amendments are presented to the Commission for approval in accordance with the Oklahoma Municipal Budget Act. The proposed budget amendments include the following

Capital Construction: Net impact \$2,278,280 decrease in Net Assets

Increase in revenues of \$51,300

Increase in grant revenues related to Airport grant and reimbursement on Ambulance purchases Increase in expenses of \$2,729,580

Increase in capital projects approved by the Commission, as summarized:

Airport - terminal work and taxiway improvements partially funded with grant proceeds

Ambulance - EMS trailer partially reimbursed

Managerial - Generator for wastewater treatment plant and Hall of Fame monument

Police - equipment for body camera videos

Fire - custom side-mount pumper apparatus and electrical upgrades at the station

Park - Broadway Square and kiddle playground improvements

Museum - bathrooms and educational facility

Information Technology - fiber improvements for NOC building to EMS basement

Right of way - Booth Ave drainage, 2017 truck, Snow Plow, Dump Truck flatbed, 7th St

improvements partially funded with rollover purchase orders

Water - bus for transporting DOC labor

Water Distribution - Water rights, camera system for water plant, and water well rehabilitation

Economic Development: No impact on Net Assets

Increase in expenses of \$13,475

Big Elk purchase orders rolled over from FY16

Arena Sales Tax Fund: No impact on Net Assets

Increase in expenses of \$66,165

Big Elk purchase orders rolled over from FY16

Hotel Fund: Net impact \$12,650 decrease in Net Assets

CVB voted to amended their budget at the June 2016 meeting

The legal level of control for the City's 2016/2017 budget is established at the Department level. Additional detail is provided for analysis purposes only. If you have any questions, please contact Meredith Meacham Wilson, CPA.



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State Auditor and Inspector

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CAPITAL CONSTRUCTION FUND

	F	roved Budget Fiscal Year 2016-2017	_	Amendment Proposed)	Amended Budget Fiscal Year 2016-2017	
Revenues						
Sales tax	\$	4,328,106	\$	-	\$	4,328,106
Grant Income		-		47,610		47,610
Misc Income		-		3,690		3,690
Interest income		15,000				15,000
Total Revenues	\$	4,343,106	_\$	51,300	\$	4,394,406
Expenses						
Capital Projects						
Airport		375,000		95,965		470,965
Youth & Family		8,500		-		8,500
Ambulance		221,500		5,050		226,550
Managerial		165,000		65,825		230,825
City Hall		1,500		-		1,500
Treasurer		1,500		-		1,500
Police		314,000		835		314,835
Fire		210,000		511,250		721,250
Animal Control		10,000		-		10,000
Park		664,500		25,590		690,090
Library		18,600		-		18,600
Cemetery		13,000		-		13,000
Swimming Pool		98,000		-		98,000
Museum		34,000		456,905		490,905
Civic Center		100,000		-		100,000
Information Technology		77,000		10,450		87,450
Street		958,000		1,107,600		2,065,600
Fleet		136,000		-		136,000
Right of way		75,200		87,105		162,305
Water		210,000		363,005		573,005
Water Distribution		200,000		-		200,000
Wastewater		30,000		-		30,000
Sanitation		280,000		-		280,000
Landfill		1,425,000		-		1,425,000
Total Capital Projects		5,626,300		2,729,580		8,355,880
Total Expenses		5,626,300	-	2,729,580		8,355,880
Net Revenue over Expense	\$	(1,283,194)	\$	(2,678,280)	\$	(3,961,474
Beginning balance		9,000,000		400,000		9,400,000
Ending balance	_\$	7,716,806	_\$	(2,278,280)	\$	5,438,526



ECONOMIC DEVELOPMENT

	F	Approved Budget iscal Year 016-2017	1Q nendment roposed)	Amended Budget Fiscal Year 2016-2017		
Revenues						
Misc income	\$	80,000	\$ -	\$	80,000	
Interest		7,500	 <u> </u>		7,500	
Total Revenues	\$	87,500	\$ •	\$	87,500	
Expenses						
Economic Development						
Personal Services		102,000	•		102,000	
Materials & Supplies		25,000	-		25,000	
Other Charges & Services		50,000	13,475		63,475	
Kids Inc.		172,000	-		172,000	
Retail Coach		20,000	-		20,000	
Capital Outlay		1,020,000	 <u>-</u> _		1,020,000	
Total Economic Development		1,389,000	 13,475		1,402,475	
Other income/(expense)						
Transfer in - Arena		80,000	 <u> </u>		80,000	
Net Transfers		80,000	-		80,000	
Net Revenue over Expense	\$	(1,221,500)	\$ (13,475)	\$	(1,234,975)	
Beginning balance		4,300,000	 13,475	_	4,313,475	
Ending balance	\$	3,078,500	\$ -	\$	3,078,500	



ARENA SALES TAX FUND

	F	roved Budget 'iscal Year 2016-2017	-	Amendment roposed)	Amended Budget Fiscal Year 2016-2017		
Revenues			•				
Sales tax	\$	2,663,450	\$	-	\$	2,663,450	
Interest income		15,000		-		15,000	
Total Revenues	\$	2,678,450	\$		\$	2,678,450	
Expenses							
Arena Sales Tax							
Other Charges & Services		12,000		-		12,000	
Capital Outlay - Big Elk improvements		-		66,165		66,165	
Debt Service		1,409,180				1,409,180	
Total Arena Sales Tax		1,421,180		66,165		1,487,345	
Transfers In/(Out)							
Transfer In/(Out)		(80,000)		-		(80,000)	
Net Transfers		(80,000)		•		(80,000)	
Net Revenue over Expense	\$	1,177,270	\$	(66,165)	\$	1,111,105	
Beginning balance		6,400,000		66,165		6,466,165	
Ending balance	\$	7,577,270	\$	-	\$	7,577,270	



HOTEL/MOTEL TAX FUND

		proved Budget Fiscal Year 2016-2017	-	Amendment roposed)	Amended Budget Fiscal Year 2016-2017		
Revenues							
Room Tax	\$	435,424	\$	-	\$ 435,424		
Interest income		5,000		-	5,000		
Total Revenues	\$	440,424	\$	-	\$ 440,424		
Expenses Hotel/Motel Tax							
Personal Services		_		_	_		
Chamber Contract		395,000		12,650	407,650		
Capital Outlay		147,000		.2,000	147,000		
Total Hotel/Motel Tax		542,000		12,650	 554,650		
Net Revenue over Expense	\$	(101,576.40)	\$	(12,650)	\$ (114,226.40)		
Beginning balance		1,400,000			 1,400,000		
Ending balance	_\$_	1,298,424	\$	(12,650)	\$ 1,285,774		
<u>Capital Outlay Detail</u>					FY17		
Pioneer Center					22,000		
Kids Inc. Contract (Total Contr	act is \$2	62,000.00 Touris	m to pay	y \$90,000.00)	90,000		
Interstate Lights, Repairs & Up					 35,000		
	_				\$ 147,000		



CITY OF ELK CITY, OKLAHOMA

Fiscal Year 2016/2017 Annual Budget

Amendments 4th Quarter

DATE May 17, 2017

RE 2016/2017 Budget Amendments: 4th Quarter

The following budget amendments are presented to the Commission for approval in accordance with the Oklahoma Municipal Budget Act. The proposed budget amendments include the following highlights:

General Fund: No impact to Net Assets

Increase in revenues of \$266,500

Increase in Use Tax of \$400,000

Increase in Beverage Tax of \$16,500

Reduction in Oil & Gas Royalties of (\$150,000)

Increase in expenses of \$266,500

Ambulance - Additional personal services and materials & supplies in excess of budget

City Hall / Clerk - Additional materials & supplies in excess of budget

Managerial - Additional personal services and materials & supplies in excess of budget

Treasurer - Additional personal services in excess of budget and travel/training expenses

Animal Control - Payout of vacation related to termination of employee

Library - Additional personal services and materials & supplies in excess of budget

Museum - Additional materials & supplies in excess of budget, additional funds for Gift Shop

Inspection - Demos, weed removal, trash removal

Civic Center - Additional materials & supplies in excess of budget

Information Technology - Additional personal services in excess of budget

Public Works Authority: Net impact \$126,000 decrease in Net Assets

Increase in revenues of \$75,000

Increase in Miscellaneous Income of \$75,000

Increase in expenses of \$199,500

Fleet - Rebuilt engine for DOC bus

Street - Inmate workers fees, van rental for DOC, additional electricity cost, vehicle repairs

Administration - Additional materials & supplies in excess of budget

Water - Northfork, telephone, vehicle repairs

Sewer - Additional personal services & electricity costs in excess of budget

Sanitation - Additional fuel expenses

Increase in Transfers of \$1,500

Additional funds transferred to Airport Authority to supplement Fund Balance

Capital Construction: Net impact \$1,550,000 decrease in Net Assets

Increase in expenses of \$1,550,000

Increase in capital projects approved by the Commission, as summarized:

Managerial - Purchase of property

Water Distribution - CDBG waterline replacement improvement project

Landfill - Landfill phase 2A work

Economic Development: Net impact \$153,800 decrease in Net Assets

Increase in expenses of \$153,800

Materials & supplies related to Park and escrow expenses

Streetscape overages, motocross & lake bathroom projects, downtown revitalization overages

Special Fire Fund: Net impact \$7,500 decrease in Net Assets

Increase in expenses of \$7,500

Additional materials & supplies in excess of budget including fire extinguisher purchases

Rock Yard: Net impact \$217,000 decrease in Net Assets

Increase in revenues of \$600,000

Increase in Sales of \$600,000

Increase in expenses of \$817,000

Additional vehicle repair expenses

Additional rock inventory and transportation expenses

The legal level of control for the City's 2016/2017 budget is established at the Department level. Additional detail is provided for analysis purposes only. If you have any questions, please contact Meredith Meacham Wilson, CPA.



GENERAL FUND Budget Amendments - 4th Quarter

	F	Approved Budget iscal Year 2016-2017	4Q mendment Proposed)	F	Amended Budget Fiscal Year 2016-2017	
Revenues						
Sales Tax	\$	3,662,243	\$ -	\$	3,662,243	
Use Tax		898,264	400,000	•	1,298,264	
Cigar Tax		145,477	-		145,47	
Beverage Tax		72,009	16,500		88,509	
Franchise Fees		450,000	-		450,000	
Licenses & permits		65,000	-		65,000	
Ambulance revenues		600,000	-		600,000	
522 District Revenues		450,000	-		450,000	
Police Fines		300,000	-		300,000	
Tobacco Grant		200,000	_		200,000	
Museum Gift Shop		82,000	_		82,000	
Museum Admission Revenue		60,000	-		60,000	
Cemetery		45,000	-		45,000	
Library/Gathering Place		35,000	-		35,000	
Misc Income		175,000	-		175,000	
Charges for Services		40,000	-		40,000	
Grant/Donation Income		10,000	-		10,000	
Rental Income		32,500	-		32,500	
Royalties		1,000,000	(150,000)		850,000	
Interest		100,000			100,000	
Total Revenues	\$	8,422,493	\$ 266,500	\$	8,688,993	
Expenses						
Youth & Family (26)						
Personal Services		407,000	-		407,000	
Materials & Supplies		60,000	-		60,000	
Other Charges & Services		60,000	 	_	60,000	
Total Youth & Family (26)		527,000	-		527,000	
Managerial (100)						
Personal Services		282,500	25,000		307,500	
Materials & Supplies		27,500	10,000		37,500	
Other Charges & Services		87,500	•		87,500	
Total Managerial (100)		397,500	35,000		432,500	
City Hall/Clerk (57, 200, 1900)						
Personal Services		590,000	-		590,000	
Materials & Supplies		145,000	2,000		147,000	
Other Charges & Services		330,000	 -		330,000	
Total City Hall/Clerk (57, 200, 1900)		1,065,000	2,000		1,067,000	

Treasurer (300)			
Personal Services	75,000	10,000	85,000
Materials & Supplies	1,500	2,500	4,000
Other Charges & Services	1,500	2,500	1,500
Total Treasurer (300)	78,000	12,500	90,500
City Attorney (400)		,	70,000
Personal Services			
	47,500		47,500
Total City Attorney (400)	47,500	-	47,500
Municipal Court (500)			
Personal Services	78,000	-	78,000
Materials & Supplies	500	_	500
Total Municipal Court (500)	78,500		78,500
Police (600)			
Personal Services	2,465,155		2 465 155
Materials & Supplies	135,000	-	2,465,155
Other Charges & Services	140,000	-	135,000
Total Police (600)	2,740,155		140,000
Total Toffee (000)	2,740,133	-	2,740,155
Department of Corrections (24)			
Materials & Supplies	6,500		6,500
Total Department of Corrections (24)	6,500	-	6,500
Fire (700)			
Personal Services	1,082,000	-	1,082,000
Materials & Supplies	70,000	-	70,000
Other Charges & Services	45,000	-	45,000
Total Fire (700)	1,197,000		1,197,000
Ambulance (53)			
Personal Services	1,082,000	43,300	1,125,300
Materials & Supplies	70,000	32,000	102,000
Other Charges & Services	45,000	32,000	•
Total Ambulance (53)	1,197,000	75,300	45,000 1,272,300
70.00 1 10.00 (00)	1,177,000	75,500	1,272,500
Animal Control (800)	170.000	7 000	10,500
Personal Services	178,000	7,000	185,000
Materials & Supplies	32,500	7,000	39,500
Other Charges & Services	14,000		14,000
Total Animal Control (800)	224,500	14,000	238,500
Park (900, 1000)			
Personal Services	430,000	-	430,000
Materials & Supplies	125,000	-	125,000
Other Charges & Services	35,000	-	35,000
Total Park (900, 1000)	590,000	-	590,000
Library (1100)			
Personal Services	147,000	15,000	162,000
Materials & Supplies	12,500	13,700	26,200
Other Charges & Services	28,000	-	28,000
Total Library (1100)	187,500	28,700	216,200
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Personal Services	140,000	-	140,000
Materials & Supplies	10,000	-	10,000
Other Charges & Services	8,500	-	8,500
Total Cemetery (1200)	158,500	-	158,500
Swimming Pool (1400)			
Personal Services	60,000	_	60,000
Materials & Supplies	17,000	-	17,000
Other Charges & Services	6,000	-	6,000
Total Swimming Pool (1400)	83,000	-	83,000
Museum (1500)			
Personal Services	287,000	-	287,000
Materials & Supplies	30,000	53,000	83,000
Cost of goods sold	30,000	-	30,000
Other Charges & Services	7,500	-	7,500
Total Museum (1500)	354,500	53,000	407,500
Inspection (1700)			
Personal Services	117,000	-	117,000
Materials & Supplies	10,000	36,000	46,000
Other Charges & Services	17,500		17,500
Total Inspection (1700)	144,500	36,000	180,500
Civic Center (1800)			
Materials & Supplies	-	2,500	2,500
Other Charges & Services	80,000	-	80,000
Total Civic Center (1800)	80,000	2,500	82,500
Information Technology (1950)			
Personal Services	141,000	7,500	148,500
Materials & Supplies	12,000	-	12,000
Other Charges & Services	30,000		30,000
Total Information Technology (1950)	183,000	7,500	190,500
Total Expenses	9,339,655	266,500	9,606,155
	\$ (917,162)	\$ -	\$ (917,162)
Net Revenue over Expense	\$ (917,102)	J -	Ψ (>17,102)
Net Revenue over Expense Beginning balance	7,250,000	<u>-</u>	7,250,000

PUBLIC WORKS AUTHORITY

	F	Approved Budget iscal Year 2016-2017	4Q Amendment (Proposed)		Amended Budget Fiscal Year 2016-2017	
Revenues						
Water	\$	1,960,000	\$ -	\$	1,960,000	
Rate increase - 1.2% (current CPI)		23,605	-		23,605	
Sewer		660,000	-		660,000	
Rate increase - 1.2% (current CPI)		8,030	•		8,030	
Sanitation		850,000	-		850,000	
Rate increase - 1.2% (current CPI)		10,248	-		10,248	
Landfill		950,000	-		950,000	
Rate increase - 1.2% (current CPI)		11,414	-		11,414	
Misc Income		54,000	75,000		129,000	
Late Revenue		62,000	•		62,000	
Reconnect Fees		65,000	-		65,000	
Surcharge Revenue		225,000	-		225,000	
Water Loan surcharge		221,000	•		221,000	
Street & Alley taxes		104,301	-		104,301	
Interest		17,500	 -		17,500	
Total Revenues	\$	5,222,098	\$ 75,000	\$	5,297,098	
Expenses Street (2000, 2003) Personal Services		552,500	-		552,500	
Materials & Supplies		203,000	73,500		276,500	
Other Charges & Services		225,000	 -		225,000	
Total Street (2000, 2003)		980,500	73,500		1,054,000	
Water (2201, 2202, 2203)						
Personal Services		690,500	-		690,500	
Materials & Supplies		260,000	73,000		333,000	
Other Charges & Services		260,000	-		260,000	
Debt Service - OWRB 2010		365,173	-		365,173	
Total Water (2201, 2202, 2203)		1,575,673	73,000		1,648,673	
Sewer (2300)						
Personal Services		140,000	15,000		155,000	
Materials & Supplies		40,000	15,000		55,000	
Other Charges & Services		60,000	•		60,000	
Total Sewer (2300)		240,000	 30,000		270,000	
Sanitation (2400)						
Personal Services		430,100	-		430,100	
Materials & Supplies		120,000	3,000		123,000	
Other Charges & Services		85,000	 		85,000	
Total Sanitation (2400)		635,100	3,000		638,100	

Administration (2200)			
Personal Services	144,000	-	144,000
Materials & Supplies	41,000	10,000	51,000
Total Administration (2200)	185,000	. 10,000	195,000
Fleet (2002)			
Personal Services	365,000	-	365,000
Materials & Supplies	81,500	10,000	91,500
Other Charges & Services	25,000		25,000
Total Fleet (2002)	471,500	10,000	481,500
Landfill (2402)			
Personal Services	326,500	-	326,500
Materials & Supplies	135,000	-	135,000
Other Charges & Services	60,000	-	60,000
Total Landfill (2402)	521,500	-	521,500
Safety Coordinator (2403)			
Personal Services	68,000	-	68,000
Materials & Supplies	1,200	-	1,200
Total Safety Coordinator (2403)	69,200	-	69,200
Total Expenses	4,678,473	199,500	4,877,973
Other income/(expense)			
Transfer out-Airport	(42,000)	(1,500)	(43,500)
Transfer out-Water Bond Fund 68	(682,517)	•	(682,517)
Net Transfers	(724,517)	(1,500)	(726,017)
Net Revenue over Expense	\$ (180,892)	\$ (126,000)	\$ (306,892)
Beginning balance	3,500,000		3,500,000
Ending balance	\$ 3,319,108	\$ (126,000)	\$ 3,193,108

CAPITAL CONSTRUCTION FUND

	i	oroved Budget Fiscal Year 2016-2017	1Q Amendment (Approved)		4Q Amendment (Proposed)		Amended Budget Fiscal Year 2016-2017	
Revenues	_							
Sales tax	\$	4,328,106	\$	-	\$	-	\$	4,328,106
Grant Income		•		47,610		-		47,610
Misc Income		-		3,690		•		3,690
Interest income		15,000		-				15,000
Total Revenues	\$	4,343,106	\$	51.300	\$	-	\$	4,394,406
Expenses								
Capital Projects								
Airport		375,000		95,965		_		470,965
Youth & Family		8,500		-		-		8,500
Ambulance		221,500		5,050		-		226,550
Managerial		165,000		65,825		400,000		630,825
City Hall		1,500		-		•		1,500
Treasurer		1,500		-		-		1.500
Police		314,000		835		-		314,835
Fire		210,000		511,250		-		721,250
Animal Control		10,000				-		10,000
Park		664,500		25,590		-		690,090
Library		18,600				•		18,600
Cemetery		13,000		-		-		13,000
Swimming Pool		98,000		-		-		98,000
Museum		34,000		456,905		-		490,905
Civic Center		100,000		-		•		100,000
Information Technology		77,000		10,450		-		87,450
Street		958,000		1,107,600		-		2,065,600
Fleet		136,000		-		-		136,000
Right of way		75,200		87,105		-		162,305
Water		210,000		363,005		-		573,005
Water Distribution		200,000		_		300,000		500,000
Wastewater		30,000		-		, -		30,000
Sanitation		280,000		-		-		280,000
Landfill		1,425,000		-		850,000		2,275,000
Total Capital Projects		5,626,300		2,729,580		1,550,000		9,905,880
Total Expenses	-	5,626,300	•	2,729,580		1,550,000		9,905,880
Net Revenue over Expense	\$	(1,283,194)	\$	(2,678,280)	\$	(1,550,000)	\$	(5,511,474)
Beginning balance		9,000,000		400,000		<u>-</u>		9,400,000
Ending balance	\$	7,716,806	\$	(2,278,280)	\$	(1,550,000)	\$	3,888,526



ECONOMIC DEVELOPMENT

	I	Approved Budget Fiscal Year 2016-2017	1Q nendment pproved)	dment Amendment Bu oved) (Proposed) Fisca		Amended Budget Fiscal Year 2016-2017	
Revenues							
Misc income	\$	80,000	\$ -	\$	-	\$	80,000
Interest		7,500	 				7,500
Total Revenues	\$	87,500	\$ 	\$	-	\$	87,500
Expenses							
Economic Development							
Personal Services		102,000	-				102,000
Materials & Supplies		25,000	-		8,000		33,000
Other Charges & Services		50,000	13,475				63,475
Kids Inc.		172,000	-				172,000
Retail Coach		20,000	-				20,000
Capital Outlay		1,020,000	 -		145,800		1,165,800
Total Economic Development		1,389,000	13,475		153,800		1,556,275
Other income/(expense)							
Transfer in - Arena		80,000	-				80,000
Net Transfers		80,000	 		-		80,000
Net Revenue over Expense	\$	(1,221,500)	\$ (13,475)	\$	(153,800)	\$	(1,388,775)
Beginning balance		4,300,000	 13,475		-		4,313,475
Ending balance	\$	3,078,500	\$ -	\$	(153,800)	\$	2,924,700



SPECIAL FIRE FUND

	Fi	pproved Budget scal Year 016-2017	4Q endment roposed)	Amended Budget Fiscal Year 2016-2017		
Revenues						
Misc income	\$	10,000	\$ -	\$	10,000	
Interest		200	•		200	
Total Revenues	\$	10,200	\$ -	\$	10,200	
Expenses						
Fire Cash Fund						
Materials & Supplies		10,000	7,500		17,500	
Total Fire Cash Fund		10,000	 7,500		17,500	
Net Revenue over Expense	\$	200	\$ (7,500)	\$	(7,300)	
Beginning balance		140,000	 		140,000	
Ending balance	\$	140,200	\$ (7,500)	\$	132,700	

ROCK YARD Budget Amendments - 4th Quarter

	Approved Budget Fiscal Year 2016-2017		4Q Amendment (Proposed)		Amended Budget Fiscal Year 2016-2017	
Revenues						
Sales	\$	1,950,000	\$	600,000	\$	2,550,000
Interest		5,000	_			5,000
Total Revenues	\$	1,955,000	\$	600,000	\$	2,555,000
Expenses						
Rock Yard						
Personal Services		162,000		-		162,000
Materials & Supplies		50,000		17,000		67,000
Other Charges & Services		10,000		-		10,000
Inventory		1,500,000		800,000		2,300,000
Total Rock Yard		1,722,000		817,000		2,539,000
Net Revenue over Expense	\$	233,000	\$	(217,000)	\$	16,000
Beginning balance		1,700,000		-		1,700,000
Ending balance	_\$_	1,933,000	\$	(217,000)	\$	1,716,000