

TOWN OF GREENFIELD, OKLAHOMA
Fiscal Year 2024 - 2025 Annual Budget

BUDGET MEMO

DATE May 31, 2024
TO Town of Greenfield, Council Members
FROM RSMeacham CPAs & Advisors
RE 2024 / 2025 Annual Budget

The budget includes the following highlights for fiscal year 2024 / 2025

- Taxes has been budgeted at 90% of current year projections. This equates to a reduction in budgeted Tax revenues of <~\$3k> from this years projected revenue collections.
- The budget includes Water rate increases at 57%. Currently the Town is projected to have water revenue of 28K and the City of Geary costs for water are projected to be 45K. The Town is not recouping the costs of even the purchased water. The rate increase is only expected to cover the water purchased and not any other operating costs. The water department is showing a profit margin of -25%. For long term stainability, we recommend profit margins between 25%-35%. In order for the Town to have a 25% profit margin in the water department, rates would need to be raised an additional 67%.
- Please note during the FY23 budget season, we suggested 100% rate increases in water and sewer departments. While rate increases were implemented, they were not significant enough to recoup the cost of operating the GUA. The only reason the GUA is showing net income for FY24 is related to sewer dumpage fees, which are unpredictable.
- The proposed water rate increases are projected to generate ~\$15,960 in additional revenues for FY25.
- No Capital Outlay / Special Request items have been included in the budget.
- No pay increases are budgeted for employees.
- No debt service is budgeted in FY25.
- In our experience, municipalities need a profit margin in their utilities of at least 35% in order to provide needed revenues for future capital needs and the operational needs of the General Fund. Please note at the bottom of the GUA budget, our combined profit margin for the utility authority is -7%, which includes the additional revenue from the proposed rate increases. *Please note, these calculations exclude capital outlay and administrative costs.* These margins are below the amounts we would recommend.
- **This budget projects an overall Income of \$7,086 for fiscal year 2025. This includes 30K in sewer dumping fees and 15,960 in water rate increases. It is imperative the Town not rely on the undpredictable sewer dumping fees to sustatin the utility authority.**
- *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.*

The legal level of control for the Town's 2024 / 2025 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 Tracy Reed, CPA.

In accordance with Section 17-208, Title 11, Oklahoma Statutes, notice is hereby given the proposed Town of Greenfield Fiscal Year 2024 / 2025 Annual Budget will be considered at a public hearing on June 10, 2024, at 5:00 p.m. at 104 N. 4th Street. Copies of the proposed budget are available for review in the Office of the City Clerk at 104 N. 4th Street. Notice is hereby given that the Town of Greenfield 2024/2025 Annual Budget will be adopted during a meeting of the City Council on June 10, 2024.

TOWN OF GREENFIELD, OKLAHOMA

Fiscal Year 2024 - 2025 Annual Budget

BUDGET SUMMARY

	BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	TRANSFERS	Net Change	ENDING BALANCE
GENERAL FUND	\$ 49,920	\$ 32,558	\$ (40,374)	\$ (600)	\$ (8,416)	\$ 41,504
ENTERPRISE FUNDS:						
Utility Authority	\$ 74,569	\$ 102,758	\$ (87,856)	\$ 600	\$ 15,502	\$ 90,071
GRAND TOTAL ALL FUNDS	\$ 124,489	\$ 135,316	\$ (128,230)	\$ -	\$ 7,086	\$ 131,575

**Town of Greenfield
General Fund
Budget 2024 - 2025**

	Actual 2022-2023	Approved Budget 2023-2024	Projected YTD 2023-2024	Proposed Budget 2024-2025	
REVENUES					
Sales tax	\$ 17,926	\$ 16,222	\$ 13,543	\$ 12,189	*90%
Use Tax	1,510	4,885	4,735	4,262	*90%
Franchise Tax	2,870	3,100	-	-	*90%
Alcoholic Beverage Tax	4,369	4,048	3,599	3,239	*90%
Tobacco Tax	123	110	82	74	*90%
Motor Vehicle Tax	223	821	7,848	7,063	*90%
Gas Excise Tax	199	177	199	179	*90%
Rental Income	-	-	5,070	1,000	
Grants					
Fire Department - Operational Grant	10,053	4,500	9,994	4,500	
ARPA Funds	7,846	-	-	-	
Miscellaneous Revenue	2,412	500	30	50	
Total revenues before carryover	47,531	34,363	45,100	32,556	
EXPENDITURES					
Administration & General Government					
Personal services	10,430	5,215	6,374	6,374	
Materials & supplies	1,758	2,500	2,332	2,500	
Other services & charges	19,911	25,000	13,706	20,000	
Total Administration & General Government	32,099	32,715	22,412	28,874	
Parks Department					
Materials & supplies	108	150	-	-	
Other services & charges	3,889	7,000	7,000	7,000	
Total Parks Department	3,997	7,150	7,000	7,000	
Fire Department:					
Materials & supplies	2,317	2,000	-	2,000	
Other services & charges	806	2,500	3,470	2,500	
Capital Outlay	-	-	6,524	-	
Total Fire Department	3,123	4,500	9,994	4,500	
Total expenditures	39,219	44,365	39,406	40,374	
Revenue over (under) expenditures	8,312	(10,002)	5,694	\$ (7,818)	
OTHER FINANCING SOURCES (USES)					
Interest	9	2	12	2	
Transfers-In	370	-	-	-	
Transfers-Out	(600)	(600)	(600)	(600)	
Net other financing sources (uses)	(221)	(598)	(588)	(598)	
Revenues and other financing sources over (under) expenditures and other uses	8,091	(10,600)	5,106	(8,416)	
Beginning Fund Balance (estimated)	31,618	28,028	39,709	49,920	
Ending Fund Balance	39,709	17,428	44,815	41,504	

**Town of Greenfield
Utility Authority
Budget 2024 - 2025**

	Actual 2022-2023	Approved Budget 2023-2024	Projected YTD 2023-2024	Proposed Budget 2024-2025
<u>Operating revenues:</u>				
Water	33,938	\$ 35,000	28,658	28,000
57.0% Rate Increase	-	21,000	-	15,960
Sewer	8,582	8,500	8,064	8,500
Rate Increase	-	442	-	-
Trash	17,825	18,000	16,620	18,000
Admin Fee	2,223	2,088	2,088	2,088
Sewer Dumping Fees	70,966	10,000	75,936	30,000
Miscellaneous	210	200	7,170	200
Total operating revenues	<u>133,744</u>	<u>95,230</u>	<u>138,536</u>	<u>102,748</u>
<u>Operating expenses:</u>				
Water Department:				
Personal services	4,860	5,563	5,128	5,128
Materials and supplies	43	1,000	2,396	1,000
Other services and charges	3,770	5,000	11,297	5,000
Water Purchases	51,571	53,000	45,502	43,970
Capital Outlay	12,514	-	10,485	-
Total Water Department:	<u>72,758</u>	<u>64,563</u>	<u>74,808</u>	<u>55,098</u>
Sewer Department:				
Other services and charges	8,908	5,000	3,948	5,000
Capital Outlay	-	-	-	-
Total Sewer Department:	<u>8,908</u>	<u>5,000</u>	<u>3,948</u>	<u>5,000</u>
Trash Department:				
Other services and charges	12,820	15,384	15,384	15,384
Total Trash Department:	<u>12,820</u>	<u>15,384</u>	<u>15,384</u>	<u>15,384</u>
Administration Department:				
Personal services	5,106	5,167	6,374	6,374
Materials and supplies	749	1,000	1,698	1,000
Other services and charges	-	5,000	289	5,000
Total Administration Department	<u>5,855</u>	<u>11,167</u>	<u>8,361</u>	<u>12,374</u>
Total operating expenses	<u>100,341</u>	<u>96,114</u>	<u>102,501</u>	<u>87,856</u>
Net operating income (loss)	\$ 33,403	\$ (884)	\$ 36,035	\$ 14,892
<u>Nonoperating revenue:</u>				
Interest Income	59	10	98	10
Transfers-In	600	600	600	600
Transfers-Out	(369)	-	-	-
Total nonoperating revenue	<u>290</u>	<u>610</u>	<u>698</u>	<u>610</u>
Net Income (loss)	33,693	(274)	36,733	15,502
Beginning Fund Balance (estimated)	<u>(1,972)</u>	<u>21,404</u>	<u>31,721</u>	<u>74,569</u>
Ending Fund Balance	<u>31,721</u>	<u>21,130</u>	<u>68,454</u>	<u>90,071</u>

**Town of Greenfield
Utility Authority
Budget 2024 - 2025**

	<u>Actual</u> <u>2022-2023</u>	<u>Approved</u> <u>Budget</u> <u>2023-2024</u>	<u>Projected</u> <u>YTD</u> <u>2023-2024</u>	<u>Proposed</u> <u>Budget</u> <u>2024-2025</u>
<u>GROSS PROFIT BY DEPARTMENT - Excludes Capital Outlay</u>				
Water Revenues	33,938	35,000	28,658	43,960
Water Expenses	60,244	64,563	64,323	55,098
Gross Profit	(26,306)	(29,563)	(35,665)	(11,138)
GP %	-78%	-84%	-124%	-25%
 Sewer Revenues	 8,582	 8,500	 8,064	 8,500
Sewer Expenses	8,908	5,000	3,948	5,000
Gross Profit	(326)	3,500	4,116	3,500
GP %	-4%	41%	51%	41%
 Trash Revenues	 17,825	 18,000	 16,620	 18,000
Trash Expenses	12,820	15,384	15,384	15,384
Gross Profit	5,005	2,616	1,236	2,616
GP %	28%	15%	7%	15%
 Water & Sewer Combined	 42,520	 43,500	 36,722	 52,460
Water & Sewer Combined	69,152	69,563	68,271	60,098
Gross Profit	(26,632)	(26,063)	(31,549)	(7,638)
GP %	-63%	-60%	-88%	-15%

All Services combined-excluding capital outlay				
Revenues	60,345	61,500	53,342	70,460
Expenses	81,972	84,947	83,655	75,482
Gross Profit	(21,627)	(23,447)	(30,313)	(5,022)
GP %	-36%	-38%	-57%	-7%

RESOLUTION 2024-01

**A RESOLUTION APPROVING THE TOWN OF GREENFIELD,
OKLAHOMA'S BUDGET FOR THE FISCAL YEAR 2024-25 AND
ESTABLISHING BUDGET AMENDMENT AUTHORITY**

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

WHEREAS, a budget for the Town of Greenfield's fiscal year ending June 30, 2025 (FY 2024-25) has been prepared; and

WHEREAS, the budget was formally presented to the Board of Trustees of the Town of Greenfield for discussion and consideration during a duly noticed public meeting on June 4, 2024 with further discussion and consideration being held during a public hearing and public meeting on June 10, 2024; and

WHEREAS, citizens of the Town of Greenfield were given the opportunity to review the proposed budget and inquire concerning it on June 10, 2024, and the Board of Trustees of the Town of Greenfield conducted a Public Hearing concerning the budget on June 10, 2024, notice of the Public Hearing having been published in the *Watonga Republican* on June 5, 2024; and

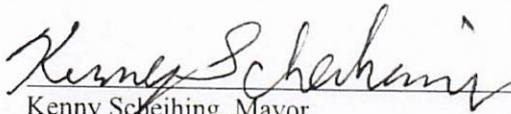
WHEREAS, following the Public Hearing on June 10, 2024, the Board of Trustees reviewed, evaluated and revised the proposed budget and finalized same.

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

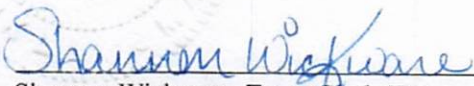
SECTION 1. The Board of Trustees of the Town of Greenfield does hereby adopt the Town of Greenfield's FY 2024-25 Budget with total resources available in the amount of \$135,316, and total fund/departamental appropriations in the amount of \$128,230. Legal appropriations (spending/encumbering limits) are hereby established as provided in the Budget Summary attached as Exhibit A.

SECTION 2. Any supplemental appropriations or decreases in the total appropriation of a fund shall be adopted at a meeting of the Town Board of Trustees and filed with the State Auditor and Inspector.

ADOPTED on June 10, 2024.


Kenny Scheihing, Mayor

(SEAL)


Shannon Wickware, Town Clerk-Treasurer



OFFICIAL AD PROOF

This is the proof of your ad scheduled to run in **The Watonga Republican** on the dates indicated below. If changes are needed, please contact us prior to deadline at **(580) 623-4922**.

Notice ID: l8GwxRwqHJhCvLuTofe2 | **Proof Updated: Jun. 05, 2024 at 09:12am CDT**
Notice Name: Greenfield FY25

See Proof on Next Page

This is not an invoice. Below is an estimated price, and it is subject to change. You will receive an invoice with the final price upon invoice creation by the publisher.

FILER

ayla Tucker
townofgreenfield@gmail.com
(580) 623-5125

FILING FOR

The Watonga Republican

Columns Wide: 3 Ad Class: Legals

Total Column Inches: 16.92

Number of Lines: n/a

06/05/2024: Display Ad Notice 119.32

Subtotal	\$119.32
Tax	\$0.00
Processing Fee	\$16.93
Total	\$136.25

Expected print dimensions of advertisement:
Width: 4.92 in., Height: 5.64 in.

Newspaper page size: Width: 10.00 in., Height: 22.00 in.
Publisher may wrap or break notice between pages.

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GENERAL FUND	\$ 49,920	\$ 32,558	\$ (40,374)	\$ (600)	\$ (8,416)	\$ 41,504
Revenues						
Taxes		27,006				
Intergovernmental		4,500				
Charges for Services		1,000				
Miscellaneous Revenues		52				
Expenditures						
Administration & General Government			(28,874)	(600)		
Parks Department			(7,000)			
Fire Department			(4,500)			
ENTERPRISE FUNDS:	\$ 74,569	\$ 102,758	\$ (87,856)	\$ 600	\$ 15,502	\$ 90,071
Utility Authority						
Revenues						
Water Revenue		43,980				
Sewer Revenue		8,500	-			
Trash Revenue		18,000	-			
Miscellaneous Revenues		32,298	-	600		
Expenditures						
Water Department			(55,098)			
Sewer Department			(5,000)			
Trash Department			(15,384)			
Administration Department			(12,374)			
GRAND TOTAL ALL FUNDS	\$ 124,489	\$ 135,316	\$ (129,230)	\$ -	\$ 7,086	\$ 131,575