

**TOWN OF OKEENE, OKLAHOMA**  
**Fiscal Year 2015/ 2016 Annual Budget**  
**June 2016 Amendments**

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**BUDGET MEMO**

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June 14, 2016

The 2015 / 2016 Budget Amendments for the Town of Okeene are presented, as attached, for approval by the Council in accordance with the Oklahoma Municipal Budget Act. The amendments includes the following highlights:

**General Fund: Net Impact - Increase in Fund Balance of \$77,514**

Revenue increase of \$10,690 consisting mainly of an increase of \$20,000 in Sales Tax based on year-to-date collections offset by collections in other areas including the golf course and fire county sales tax.  
Reduction in expenses of \$15,000 attributable to the Police department based upon savings in their Personal Services and related materials.  
Based upon cash position, we have increased our transfers in from the OPWA by \$58,000, offset by the Hospital and Street sales tax transfers out.

**Street & Alley- Net Impact on Fund Balance of \$0**

Increase in transfers-in from the budgeted increase in sales tax of \$1,176, offset by an increase in expenses of \$1,176.

**Library: Net Impact - Decrease in Fund Balance of \$15,136**

Increase in donations in excess of \$14,000 offset by an increase in Library expansion costs.

**PWA: Net Impact - Decrease in Fund Balance \$58,000**

Revenue decrease of \$212,800 consisting mainly of Electric revenues of \$200,000 based on year-to-date collections Related reduction in expenses in the Electric department expenses of \$212,500, primarily due to reduced Electricity Purchased for Resale which is directly related to the reduced usage and reduced revenue mentioned above. Additionally, expenses were reallocated between departments based upon actual.  
Based upon cash position, we have increased our transfers out by \$58,000 to fund operations in the General Fund.

The legal level of control for the Town's 2015/2016 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.

**RECEIVED**  
**JUN 29 2016**  
**State Auditor  
and Inspector**

*Blaine*

**Town of Okeene**  
**General Fund**  
*June 2016 Amendments*  
**Fiscal Year 2015/ 2016 Annual Budget**

	APPROVED BUDGET 2015/2016	APPROVED AMENDMENTS FEBRUARY 2016	PROPOSED AMENDMENTS JUNE 2016	AMENDED BUDGET 2015/2016
<b>OPERATING REVENUES</b>				
Sales tax	\$ 436,692	\$ -	\$ 20,000	\$ 456,692
Use Tax	42,091	(10,000)	(2,500)	29,591
Franchise Tax	18,495	-	1,000	19,495
Beverage Tax	13,379	-	1,000	14,379
Tobacco Tax	5,049	-	-	5,049
Swimming Pool Fees/donation	2,500	-	(1,550)	950
Golf Course Fees	7,000	-	(4,000)	3,000
Police fines	18,000	(3,000)	-	15,000
Fire runs	12,500	-	3,340	15,840
Fire revenues - county sales tax	3,500	-	(3,500)	-
Rental revenues	6,000	-	(1,500)	4,500
Licenses & Permits	800	-	200	1,000
Grants	-	4,290	-	4,290
Donations	15,000	(12,500)	(2,400)	100
Interest	250	-	100	350
Other Revenue	5,000	10,000	500	15,500
<b>TOTAL OPERATING REVENUES</b>	<b>586,255</b>	<b>(11,210)</b>	<b>10,690</b>	<b>585,735</b>
<b>OPERATING EXPENSES</b>				
<b>General Government</b>				
Personal Services	80,000	7,000	-	87,000
Materials and Supplies	10,000	(7,000)	-	3,000
Other Services and Charges	70,000	-	-	70,000
Capital Outlay - <i>General Government</i>	1,986	-	-	1,986
Capital Outlay - <i>Emergency Management</i>	-	-	-	-
<b>Total General Government</b>	<b>161,986</b>	<b>-</b>	<b>-</b>	<b>161,986</b>
<b>Community Building Department</b>				
Personal Services	3,000	-	-	3,000
Materials and Supplies	250	-	-	250
Other Services and Charges	3,500	(1,000)	-	2,500
Capital Outlay	10,000	2,000	-	12,000
<b>Total Community Building Department</b>	<b>16,750</b>	<b>1,000</b>	<b>-</b>	<b>17,750</b>
<b>Police Department</b>				
Personal Services	140,000	(10,000)	(10,000)	120,000
Materials and Supplies	7,500	-	(5,500)	2,000
Other Services and Charges	43,500	9,107	-	52,607
Capital Outlay	760	-	-	760
Debt Service -1 Car: FNB Aug 15	950	893	-	1,843
<b>Total Police Department</b>	<b>192,710</b>	<b>-</b>	<b>(15,500)</b>	<b>177,210</b>
<b>Fire Department</b>				
Personal Services	21,000	-	-	21,000
Materials and Supplies	10,000	-	2,500	12,500
Other Services and Charges	25,000	-	-	25,000
Capital Outlay	50,840	-	-	50,840
Fire Truck	-	-	-	-
Debt Service - Fire Truck Bed-SGB 2016	8,602	-	-	8,602
Debt Service - Tanker / Pumper Truck \$2,466/mo.	-	-	-	-
<b>Total Fire Department</b>	<b>115,442</b>	<b>-</b>	<b>2,500</b>	<b>117,942</b>
<b>Industrial Park and Economic Development</b>				
Personal Services	-	-	-	-
Materials and Supplies	-	-	-	-
Other Services and Charges	4,000	8,000	-	12,000
Capital Outlay	-	-	-	-
<b>Total Industrial Park and Economic Development</b>	<b>4,000</b>	<b>8,000</b>	<b>-</b>	<b>12,000</b>

**Town of Okeene**  
**General Fund**  
*June 2016 Amendments*  
**Fiscal Year 2015/ 2016 Annual Budget**

	APPROVED BUDGET 2015/2016	APPROVED AMENDMENTS FEBRUARY 2016	PROPOSED AMENDMENTS JUNE 2016	AMENDED BUDGET 2015/2016
<b>Golf Course Department</b>				
Personal Services	23,800	-	-	23,800
Materials and Supplies	11,500	(8,000)	-	3,500
Other Services and Charges	15,500	8,000	-	23,500
<b>Total Golf Course Department</b>	<b>50,800</b>	<b>-</b>	<b>-</b>	<b>50,800</b>
<b>Parks Department</b>				
Personal Services	10,000	-	-	10,000
Materials and Supplies	2,000	(1,000)	-	1,000
Other Services and Charges	2,500	1,000	-	3,500
Capital Outlay	8,500	-	-	8,500
<b>Total Park Department</b>	<b>23,000</b>	<b>-</b>	<b>-</b>	<b>23,000</b>
<b>Swimming Pool Department</b>				
Personal Services	22,000	-	-	22,000
Purchases for Resale	600	-	-	600
Materials and Supplies	10,000	-	-	10,000
Other Services and Charges	5,000	-	1,000	6,000
Capital Outlay	-	-	-	-
<b>Total Swimming Pool Department</b>	<b>37,600</b>	<b>-</b>	<b>1,000</b>	<b>38,600</b>
<b>Code Enforcement Department</b>				
Personal Services	-	-	-	-
Materials and Supplies	-	-	-	-
Other Services and Charges	7,000	-	(3,000)	4,000
<b>Total Code Enforcement Department</b>	<b>7,000</b>	<b>-</b>	<b>(3,000)</b>	<b>4,000</b>
<b>TOTAL EXPENDITURES</b>	<b>609,288</b>	<b>9,000</b>	<b>(15,000)</b>	<b>603,288</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(23,033)</b>	<b>(20,210)</b>	<b>25,690</b>	<b>(17,553)</b>
<b>OTHER FINANCING SOURCES (USES)</b>				
<b>Transfers-out</b>				
Hospital (Sales Tax)	(109,173)	-	(5,000)	(114,173)
Street (Sales Tax-5.88%)	(26,202)	-	(1,176)	(27,378)
PWA - Fire Truck loan repayment	(15,000)	-	-	(15,000)
Library	(1,200)	-	-	(1,200)
<b>Total transfers out</b>	<b>(151,574)</b>	<b>-</b>	<b>(6,176)</b>	<b>(157,750)</b>
<b>Operating Transfers-in</b>	<b>122,000</b>	<b>45,000</b>	<b>58,000</b>	<b>225,000</b>
<b>Non-Operating Transfers-in from OPWA- Fire Truck</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total transfers in</b>	<b>122,000</b>	<b>45,000</b>	<b>58,000</b>	<b>225,000</b>
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>(29,574)</b>	<b>45,000</b>	<b>51,824</b>	<b>67,250</b>
<b>REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES</b>	<b>(52,607)</b>	<b>24,790</b>	<b>77,514</b>	<b>49,697</b>
<b>BEGINNING FUND BALANCE</b>	<b>55,000</b>			<b>37,177</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 2,393</b>			<b>\$ 86,874</b>

**Town of Okeene  
Street & Alley**

*June 2016 Amendments*

**Fiscal Year 2015/ 2016 Annual Budget**

	APPROVED BUDGET 2015/2016	APPROVED AMENDMENTS FEBRUARY 2016	PROPOSED AMENDMENTS JUNE 2016	AMENDED BUDGET 2015/2016
<b>OPERATING REVENUES</b>				
Motor Vehicle Tax	\$ 8,181	\$ 500	\$ -	\$ 8,681
Gasoline Excise Tax	1,979	300	-	2,279
<b>TOTAL OPERATING REVENUES</b>	<u>10,160</u>	<u>800</u>	<u>-</u>	<u>10,960</u>
<b>OPERATING EXPENSES</b>				
Personal Services	10,000	3,000	-	13,000
Materials and Supplies	6,000	(2,000)	-	4,000
Other Services and Charges	9,000	2,000	1,176	12,176
Capital Outlay	93,500	-	-	93,500
<b>Total Street Department</b>	<u>118,500</u>	<u>3,000</u>	<u>1,176</u>	<u>122,676</u>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfer In - General Fund Tax (5%)	26,202	-	1,176	27,378
Transfer In - PWA	45,000	-	-	45,000
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>71,202</u>	<u>-</u>	<u>1,176</u>	<u>72,378</u>
Net Income	(37,138)	(2,200)	-	(39,338)
BEGINNING FUND BALANCE	40,000			83,143
ENDING FUND BALANCE	<u>\$ 2,862</u>			<u>\$ 43,805</u>

**Town of Okeene  
Library**

*June 2016 Amendments*

**Fiscal Year 2015/ 2016 Annual Budget**

	APPROVED BUDGET 2015/2016	APPROVED AMENDMENTS FEBRUARY 2016	PROPOSED AMENDMENTS JUNE 2016	AMENDED BUDGET 2015/2016
<b>OPERATING REVENUES</b>				
Grant Revenues	\$ 3,800	\$ 440	\$ -	\$ 4,240
Donations	-	1,231	14,864	16,095
Wisdom Foundation - Grant	-	-	-	-
Other Revenues	500	(400)	25	125
Interest Income	1,000	(800)	(25)	175
<b>TOTAL OPERATING REVENUES</b>	<b>5,300</b>	<b>471</b>	<b>14,864</b>	<b>20,635</b>
<b>OPERATING EXPENSES</b>				
Personal Services	26,000	-	-	26,000
Materials and Supplies	8,000	(2,000)	1,000	7,000
Other Services and Charges	10,500	3,000	4,000	17,500
Capital Outlay	12,000	100,000	25,000	137,000
<b>Total Library Department</b>	<b>56,500</b>	<b>101,000</b>	<b>30,000</b>	<b>187,500</b>
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfer-In	1,200	-	-	1,200
Transfer clearing	-	-	-	-
	-	-	-	1,200
<b>Net Income</b>	<b>(50,000)</b>	<b>(100,529)</b>	<b>(15,136)</b>	<b>(165,665)</b>
<b>BEGINNING FUND BALANCE</b>	<b>50,000</b>			<b>170,613</b>
<b>ENDING FUND BALANCE</b>	<b>\$ -</b>			<b>\$ 4,948</b>

**Town of Okeene  
Public Works Authority**

*June 2016 Amendments*

**Fiscal Year 2015/ 2016 Annual Budget**

	APPROVED BUDGET 2015/2016	APPROVED AMENDMENTS FEBRUARY 2016	PROPOSED AMENDMENTS JUNE 2016	AMENDED BUDGET 2015/2016
<b>OPERATING REVENUES</b>				
Electric Revenues	\$ 2,225,000	\$ -	\$ (180,000)	\$ 2,045,000
Rate Increase - 3%	67,299	-	-	67,299
Sewer Revenues	165,000	-	-	165,000
Rate Increase - 3%	4,981	-	-	4,981
Drainage fee	-	-	24,700	24,700
Trash Revenues	130,000	-	-	130,000
Rate Increase - 3%	3,990	-	-	3,990
Water Revenues	235,000	40,000	(27,500)	247,500
Rate Increase - 3%	7,137	-	-	7,137
Other Revenues	50,000	611,500	-	661,500
<b>TOTAL OPERATING REVENUES</b>	<b>2,888,407</b>	<b>651,500</b>	<b>(182,800)</b>	<b>3,357,107</b>
<b>OPERATING EXPENSES</b>				
<b>Administration Department</b>				
Personal Services	175,000	-	(5,000)	170,000
Materials and Supplies	5,000	-	(2,000)	3,000
Other Services and Charges	60,000	-	(10,000)	50,000
Bad Debt	-	-	-	-
Capital Outlay	-	550,000	61,500	611,500
<b>Total Administration Department</b>	<b>240,000</b>	<b>550,000</b>	<b>44,500</b>	<b>834,500</b>
<b>Electric Department</b>				
Personal Services	44,000	19,000	(5,000)	58,000
Materials and Supplies	35,000	-	(7,500)	27,500
Electricity Purchased for Resale	1,578,153	-	(180,000)	1,398,153
Other Services and Charges	43,000	-	(5,000)	38,000
Capital Outlay	92,000	5,573	(15,000)	82,573
Debt Service- <i>Mt Country Foods project</i>	98,292	(24,573)	-	73,719
<b>Total Electric Department</b>	<b>1,890,445</b>	<b>-</b>	<b>(212,500)</b>	<b>1,677,945</b>
<b>Sewer Department</b>				
Personal Services	17,000	-	3,000	20,000
Materials and Supplies	6,000	(5,000)	3,500	4,500
Other Services and Charges	25,000	15,000	2,000	42,000
Capital Outlay	22,100	-	-	22,100
Debt Service	-	-	-	-
Debt - 07 Bonds	180,889	-	-	180,889
Depreciation	-	-	-	-
<b>Total Sewer Department</b>	<b>250,989</b>	<b>10,000</b>	<b>8,500</b>	<b>269,489</b>
<b>Trash Department</b>				
Other Services & Charges	87,366	-	-	87,366
<b>Total Trash Department</b>	<b>87,366</b>	<b>-</b>	<b>-</b>	<b>87,366</b>
<b>Water Department</b>				
Personal Services	55,000	4,000	2,000	61,000
Materials and Supplies	52,500	(29,000)	7,500	31,000
Other Services and Charges	42,500	40,000	(5,000)	77,500
Capital Outlay	190,500	-	-	190,500
Debt Service	-	-	-	-
Debt - OWRB #2 - semi-annual @ \$11,534	22,500	-	570	23,070
Debt - Water Tower-BancFirst-\$6,953/mo.	-	-	20,880	20,880
Debt - Backhoe @ SGB Oct 2016	13,650	-	-	13,650
Depreciation	-	-	-	-
<b>Total Water Department</b>	<b>376,650</b>	<b>15,000</b>	<b>25,950</b>	<b>417,600</b>

**Town of Okeene  
Public Works Authority**

*June 2016 Amendments*

**Fiscal Year 2015/ 2016 Annual Budget**

	APPROVED BUDGET 2015/2016	APPROVED AMENDMENTS FEBRUARY 2016	PROPOSED AMENDMENTS JUNE 2016	AMENDED BUDGET 2015/2016
TOTAL OPERATING EXPENDITURES	2,845,450	575,000	(133,550)	3,286,900
OPERATING INCOME (LOSS)	42,957	76,500	(49,250)	70,207
NON-OPERATING REVENUES (EXPENSES)				
Interest Income	4,500	-	(750)	3,750
Other Income	-	-	50,000	50,000
Mountain Country repayment	98,292	(24,573)	-	73,719
TOTAL OTHER FINANCING SOURCES (USES)	102,792	(24,573)	49,250	127,469
INCOME (LOSS) BEFORE TRANSFERS	197,676	51,927	(0)	197,676
OPERATING TRANSFERS OUT				
General Fund	(122,000)	(45,000)	(58,000)	(225,000)
Street & Alley	(45,000)	-	-	(45,000)
Total operating transfers out	(167,000)	(45,000)	(58,000)	(270,000)
NON-OPERATING TRANSFERS IN				
General Fund - Fire Truck	15,000	-	-	15,000
Total non-operating transfers in	15,000	-	-	15,000
NET INCOME	(6,251)	6,927	(58,000)	(57,324)
BEGINNING RETAINED EARNINGS	1,295,886			1,295,886
ENDING RETAINED EARNINGS	<u>\$ 1,289,635</u>			<u>\$ 1,238,562</u>

*Gross Profit excluding capital outlay:*

Electric Revenues	2,292,299		2,112,299
Electric Expenses	1,890,445		1,595,372
	<u>401,854</u>		<u>516,927</u>
	18%		24%
Sewer Revenues	169,981		169,981
Sewer Expenses	250,989		247,389
	<u>(81,008)</u>		<u>(77,408)</u>
	-48%		-46%
Trash Revenues	133,990		133,990
Trash Expenses	87,366		87,366
	<u>46,625</u>		<u>46,625</u>
	35%		35%
Water Revenues	242,137		254,637
Water Expenses	376,650		227,100
	<u>(134,513)</u>		<u>27,536</u>
	-56%		11%