

TOWN OF BENNINGTON OKLAHOMA
Fiscal Year 2021 / 2022 Annual Budget

BUDGET MEMO

DATE: May 24, 2021
 updated June 3, 2021
TO: Town of Bennington, Council Members

FROM: Tracy Reed, CPA

RE 2021 / 2022 Fiscal Year Budget

The 2021 / 2022 Annual Budget for the Town of Bennington, the Bennington Public Works Authority & the Cemetery Care Fund are presented, as attached, for approval by the Council in accordance with the Oklahoma Municipal Budget Act.

The budget includes the following highlights for fiscal year 2021 / 2022:

- Services to citizens and customers are budgeted to continue to be provided at the current levels.
- Recurring tax revenues are budgeted at 90%, as indicated. If these revenues were collected at 100% of the current year projected amounts, we'd collect approximately an additional \$7,875.
- The budget includes 12 months of Use Tax collections at 90%, estimated at \$18,394.
- Rental Income of \$900 / month is included.
- Sewer rates are included at an increase in the base rate of \$5.25/mo. Trash rates are budgeted at current rates.
- Pay increases of CPI (2.1%) are budgeted for all employees.
- Cemetery mowing is increased for FY22 to \$9,000.
- Judge services are increased to \$9,000 per year.
- Capital Outlay is budgeted as follows:

<u>Department:</u>	<u>Amount:</u>	<u>Funding Source:</u>
Police	\$ 6,000	Operations
Sewer System Replacement & Repairs	551,999	CDBG (\$499k) & REAP (\$52k) grants
	\$ 557,999	

- Payments to the State Auditor are budgeted to continue at \$50 / month.
- Past-due IRS payroll tax payments are budgeted at \$21,900 for the Town and \$5,500 for BPWA.
- Continued debt service payments for the USDA notes are budgeted at \$10,080.
- *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.*
- **This budget projects a loss of <\$23,862> for fiscal year 2022 and an estimated balance of \$28,942 in our bank accounts at June 30, 2022.**

In accordance with Section 17-208, Title 11, Oklahoma Statutes, the FY 2022 budget was presented to Council on May 24, 2021 for consideration.

The legal level of control for the Town's 2021 / 2022 budget is established at the Department level. Additional detail is provided for analysis purposes only.

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 Bennington Fiscal Year 2021 / 2022 Annual Budget will be considered at a public hearing on June 3, 2021, at 6:00 p.m. in the Bennington Town Hall. Copies of the proposed budget are available for review in the Town Hall, 102 E. Woodcraft Rd, Bennington, OK 74723. Notice is hereby given that the Town of Bennington 2021 / 2022 Annual Budget will be adopted during a meeting of the City Council on June 3, 2021.

TOWN OF BENNINGTON, OKLAHOMA
Fiscal Year 2021 - 2022 Annual Budget

BUDGET SUMMARY

	BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	TRANSFERS	Net Change	ENDING BALANCE
GENERAL FUND	\$ 38,860	\$ 180,472	\$ (217,250)	\$ -	\$ (36,777)	\$ 2,083
ENTERPRISE FUNDS						
PWA	\$ 13,810	\$ 651,836	\$ (639,045)	\$ -	\$ 12,791	\$ 26,601
TOTAL ENTERPRISE FUNDS	\$ 13,810	\$ 651,836	\$ (639,045)	\$ -	\$ 12,791	\$ 26,601
SPECIAL REVENUE FUNDS						
Cemetery Care Fund	\$ 133	\$ 125	\$ -	\$ -	\$ 125	\$ 258
TOTAL SPECIAL REVENUE FUNDS	\$ 133	\$ 125	\$ -	\$ -	\$ 125	\$ 258
GRAND TOTAL ALL FUNDS	\$ 52,803	\$ 832,433	\$ (856,295)	\$ -	\$ (23,862)	\$ 28,942

**Town of Bennington
General Fund**

Fiscal Year 2021 / 2022 Annual Budget

	ACTUAL 2019 / 2020	APPROVED BUDGET 2020 / 2021	PROJECTED ACTUAL 2020 / 2021	PROPOSED BUDGET 2021 / 2022	
<u>REVENUES:</u>					
Sales Tax	115,309	\$ 54,000	\$ 59,711	\$ 53,740	*90%
Use Tax	-	9,800	11,095	18,394	*90%
Beverage Tax	3,541	4,000	4,241	3,817	*90%
Franchise Tax	8,598	8,000	8,383	8,000	
Cigarette Tax	1,053	540	565	509	*90%
Motor Vehicle Tax	2,318	2,400	2,525	2,272	*90%
Gas Excise Tax	638	570	612	551	*90%
Rental Income - \$900/mo.	9,110	14,700	14,425	10,800	
Citation Revenue	58,867	68,000	89,470	75,000	
Other Court Income		1,500	2,002	1,500	
Cemetery Income-Plot Sales & Interments	\$ 1,063	-	-	1,000	
Restricted Cemetery Income-12.5%	(133)	-	-	(125)	
Other Cemetery Income	2,543	-	-	-	
Other Income	7,315	10,751	11,619	5,000	
Total Revenues	210,222	174,261	204,647	180,457	
<u>EXPENDITURES</u>					
<u>Administration:</u>					
Personal Services	62,593	14,202	17,190	12,074	
Materials & Supplies	-	-	252	250	
Other Services & Charges	65,180	20,200	29,414	25,000	
Capital Outlay	6,399	-	-	-	
Debt Service-\$200/mo CDBG repayment		2,400	19,014	-	
Total Administration	134,172	36,802	65,870	37,324	
<u>General Government:</u>					
Materials & Supplies	-	4,142	2,755	2,750	
Other Services & Charges	-	45,920	30,683	31,000	
Capital Outlay	-	-	-	-	
Debt Service					
Past Due Payroll Tax Payments	-	20,606	13,861	21,900	
State Auditor - \$50/month	-	600	600	600	
Total General Government	-	71,268	47,899	56,250	
<u>Street & Alley:</u>					
Personal Services	-	-	-	-	
Materials & Supplies	-	-	-	-	
Other Services & Charges	-	-	-	-	
Capital Outlay	-	-	-	-	
Total Street & Alley	-	-	-	-	

**Town of Bennington
General Fund**

Fiscal Year 2021 / 2022 Annual Budget

	ACTUAL 2019 / 2020	APPROVED BUDGET 2020 / 2021	PROJECTED ACTUAL 2020 / 2021	PROPOSED BUDGET 2021 / 2022
<u>Police:</u>				
Personal Services	53,062	77,804	67,590	71,076
Materials & Supplies	-	12,800	9,367	9,500
Other Services & Charges	-	26,260	29,615	25,000
Judge Services		3,000	3,000	9,000
Capital Outlay	-	-	96	100
Total Police	53,062	119,864	109,668	114,676
<u>Cemetery:</u>				
Personal services	-	-	-	-
Materials & Supplies	-	-	-	-
Other Services & Charges	1,040	-	-	9,000
Capital Outlay	-	-	-	-
Total Cemetery	1,040	-	-	9,000
 Total expenditures	 188,274	 227,934	 223,438	 217,250
Revenue over (under) expenditures	21,948	(53,673)	(18,791)	(36,792)
 <u>OTHER FINANCING SOURCES (USES)</u>				
Interest Income	-	-	18	15
Gain on Sale of Assets	-	-	5,152	-
<u>Transfers In:</u>				
Court Transfer to GF	-	42,706	54,306	-
PWA Transfer to GF	-	17,386	11,711	
<u>Transfers Out:</u>				
to GF from Court	-	-	(54,306)	-
to BPWA from GF	-	-	(5,152)	
Net other financing sources (uses)	-	60,092	11,729	15
Revenues and other financing sources over (under) expenditures and other uses	21,948	6,419	(7,062)	(36,777)
Beginning Fund Balance (estimated)	13,962	35,910	35,910	38,860
Ending Fund Balance	35,910	42,329	28,848	2,083

**Town of Bennington
Public Works Authority**

Fiscal Year 2021 / 2022 Annual Budget

	ACTUAL 2019 / 2020	AMENDED BUDGET 2020/2021	PROJECTED ACTUAL 2020/2021	PROPOSED BUDGET 2021 / 2022
<u>Operating revenues:</u>				
Charges for services:				
Sewer charges	41,487	42,000	48,504	47,664
\$5.25/month rate increase		3,465	-	8,442
Sanitation charges	3,696	28,400	35,585	43,416
44% rate increase (effective Jan. 2021)		5,254	-	-
Dumpster rate increase (effective Jan. 2021)		150	-	-
Total charges for services	45,183	79,269	84,089	99,522
No fee paid to Rural Water for billing (5 months)		1,250	-	-
Miscellaneous	40	200	504	300
Penalty / Late Fees		-	-	-
Total operating revenues	45,223	80,719	84,593	99,822
<u>Operating expenses:</u>				
Administration Department:				
Personal services	-	-	-	-
Materials and supplies	-	1,000	-	-
Other services and charges	-	2,600	832	850
Past Due Payroll Taxes	-	5,208	4,595	5,500
Debt Service-USDA \$838/mo.	11,035	10,080	10,296	10,056
Capital Outlay	-	-	-	-
Total Administration Department:	11,035	18,888	15,723	16,406
Sewer Department:				
Personal services	11,626	11,864	11,864	12,290
Materials and supplies	-	11,000	1,848	1,850
Other services and charges	9,739	20,000	31,020	25,000
Capital Outlay		70,000	102,000	551,999
Total Sewer Department:	21,365	112,864	146,732	591,139
Sanitation:				
Other services and charges	7,042	28,200	26,837	31,500
Total Sanitation Department:	7,042	28,200	26,837	31,500
Total operating expenses	39,442	159,952	189,292	639,045
Net operating income (loss)	\$ 5,781	\$ (79,233)	\$ (104,699)	\$ (539,223)

**Town of Bennington
Public Works Authority**

Fiscal Year 2021 / 2022 Annual Budget

	ACTUAL 2019 / 2020	AMENDED BUDGET 2020/2021	PROJECTED ACTUAL 2020/2021	PROPOSED BUDGET 2021 / 2022
Nonoperating revenue :				
Interest		-	14	15
Grant Income CDBG & REAP		70,000	102,000	551,999
Total nonoperating revenue	-	70,000	102,014	552,014
Net income (loss) before contributions and transfers	5,781	60,767	(2,684)	12,791
Transfers In from other funds	-	-	5,151	-
Transfers Out to General Fund	-	(17,386)	(9,759)	-
	-	(17,386)	(4,608)	-
Revenues and other financing sources over (under) expenditures and other uses	5,781	(26,619)	(12,443)	12,791
Beginning Fund Balance (estimated)	16,104	21,885	21,885	13,810
Ending Fund Balance	21,885	(2,760)	9,442	26,601

GROSS PROFIT BY DEPARTMENT - Excludes Capital Outlay

TARGET GROSS PROFIT % = 35%

Sewer Revenues	41,487	45,465	48,504	56,106
Sewer Expenses	21,365	42,864	44,732	39,140
Gross Profit	20,122	2,601	3,772	16,966
GP %	49%	6%	8%	30%
Trash Revenues	3,696	33,804	35,585	43,416
Trash Expenses	7,042	28,200	26,837	31,500
Gross Profit	(3,346)	5,604	8,748	11,916
GP %	-91%	17%	25%	27%

**Town of Bennington
Cemetery Care Fund**

Fiscal Year 2021 / 2022 Annual Budget

	ACTUAL 2019 / 2020	APPROVED BUDGET 2020 / 2021	PROJECTED ACTUAL 2020 / 2021	PROPOSED BUDGET 2021 / 2022
<u>REVENUES:</u>				
Restricted Income (12.5%)	133			125
Total Revenues	133	-	-	125
<u>EXPENDITURES</u>				
Capital Improvements	-	-	-	-
Land Purchases	-	-	-	-
Total Administration	-	-	-	-
Total expenditures	-	-	-	-
Revenue over (under) expenditures	133	-	-	125
Beginning Fund Balance (estimated)	-	133	133	133
Ending Fund Balance	133	133	133	258