
TOWN OF CADDO, OKLAHOMA

ANNUAL BUDGET DOCUMENT
FOR THE YEAR 2015-16



Bryan

**TOWN OF CADDO, OKLAHOMA
ANNUAL BUDGET DOCUMENT
FOR THE YEAR ENDING JUNE 30, 2016**

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TOWN OF CADDO, OKLAHOMA
BUDGET SUMMARY - ALL FUNDS
FOR THE YEAR ENDING JUNE 30, 2016

	General Fund	Public Works Authority
Revenues		
Sales, Use & Tobacco Taxes	220,000	-
Franchise Taxes	32,000	-
Alcoholic Beverage Tax	6,500	-
Comm Veh & Gas Excise Taxes	9,500	-
Fines, Fees & Seizures	190,000	-
Rent Income	1,500	-
Licenses & Permits	150	-
Nutrition Center Contributions & Fees	-	-
Museum Sales	2,500	-
Water Charges	-	165,000
Sewer Charges	-	140,000
Sanitation Charges	-	100,000
Charges for Services	200	1,500
Penalties, Transfers & Reconnects	-	14,000
Other Revenue	2,000	3,000
Sludge Fee	-	7,500
Interest Income	200	120
Grant Proceeds	-	-
Total Revenues	464,550	431,120
Expenditures		
General Government	117,034	-
Public Safety	250,799	-
Streets & Alleys	118,618	-
Community Services	36,147	-
Public Works Combined Ops	-	80,355
Water Department	-	99,618
Sewer Department	-	169,883
Sanitation Department	-	120,716
Total Expenditures	522,598	470,572
Revenues Over (Under) Expenditures	(58,048)	(39,452)
Total Cash Balance Beginning of Year	252,700	69,120
Ending Cash Fund Balance	194,651	29,669

NOTICE OF PUBLIC HEARING:

In accordance with the Municipal Budget Act (O.S. Title 11, Secs 17-201 through 17-216), a public hearing for the purpose of discussing the proposed budget for the Town of Caddo, Oklahoma for the fiscal year July 1, 2015 through June 30, 2016, will be held during a regular meeting of the Town Council on June 1, 2015. The meeting will begin at 7:00 p. m. in the Board chambers inside the Caddo City Hall/Public Works building located at 101 South Main Street, Caddo, Oklahoma.

TOWN OF CADDO, OKLAHOMA
GENERAL FUND OPERATING BUDGET
FOR THE YEAR ENDING JUNE 30, 2015

	Prior Year Actual <u>June 30, 2014</u>	Projected Current Year <u>June 30, 2015</u>	Current Year Budget <u>June 30, 2015</u>	Next Year Budget <u>June 30, 2016</u>
<u>Revenues</u>				
Sales, Use & Tobacco Taxes	269,149	221,708	225,000	220,000
Franchise Taxes	27,604	33,996	32,000	32,000
Alcoholic Beverage Tax	6,903	6,898	6,500	6,500
Commercial Veh & Gas Excise Tax	9,727	9,808	9,500	9,500
O-EPIC	2,432	-	-	-
Court Fines & Fees	187,607	205,710	180,000	190,000
Other Charges & Services	195	-	200	200
Rent Income	2,395	1,530	2,500	1,500
Licenses & Permits	255	72	250	150
Nutrition Center Contributions & Fees	-	-	-	-
Museum Sales/Donations	2,314	3,058	2,500	2,500
Interest Income	122	136	200	200
Refunds & Reimbursements	531	2,082	-	-
Miscellaneous Income	7,113	7,826	2,000	2,000
Insurance Proceeds	-	-	-	-
- CDBG Grants - Special Projects	-	-	-	-
- CENA	-	-	-	-
- FEMA	-	-	-	-
Total Revenues & Other Sources	<u>516,347</u>	<u>492,823</u>	<u>460,650</u>	<u>464,550</u>

TOWN OF CADDO, OKLAHOMA
GENERAL FUND OPERATING BUDGET
FOR THE YEAR ENDING JUNE 30, 2015

	Prior Year Actual June 30, 2014	Projected Current Year June 30, 2015	Current Year Budget June 30, 2015	Next Year Budget June 30, 2016
Expenditures				
General Government				
Personal Services	44,494	49,548	35,738	36,534
Maintenance & Operations	71,103	61,444	75,000	75,000
Capital Expenditures	-	-	5,000	5,000
Grant Projects	-	-	-	-
NSF Chargebacks & Fees	-	42	500	500
Depreciation Expense	8,688			
	<u>124,285</u>	<u>111,034</u>	<u>116,238</u>	<u>117,034</u>
Public Safety (Police)				
Personal Services	113,780	101,533	142,244	140,364
Maintenance & Operations	86,357	91,354	95,000	90,000
Capital Expenditures	-	25,728	35,740	20,435
Loan Interest Expense	3,168			
Depreciation Expense	24,057			
	<u>227,362</u>	<u>218,615</u>	<u>272,984</u>	<u>250,799</u>
Street & Alley				
Personal Services	25,063	28,894	37,163	38,618
Maintenance & Operations	45,587	50,190	80,000	70,000
Grant Project	-	-	-	-
Capital Expenditures	9,093		10,000	10,000
Depreciation Expense	11,566			
	<u>91,309</u>	<u>79,084</u>	<u>127,163</u>	<u>118,618</u>
Community Svcs (Parks, Museum)				
Personal Services	14,553	6,646	16,275	11,147
Maintenance & Operations	19,730	15,134	17,000	15,000
Capital Expenditures	-	8,957	11,500	10,000
Grant Project				
Depreciation Expense	6,439	-	-	-
	<u>40,722</u>	<u>30,737</u>	<u>44,775</u>	<u>36,147</u>
Total Expenditures	<u>483,678</u>	<u>439,469</u>	<u>561,160</u>	<u>522,598</u>
Revenues Over (Under) Expenditures	60,859	53,354	(100,510)	(58,048)
Transfer From & To Caddo Public Works	-	-	-	-
Net Increase (decrease) in fund balance	60,859	53,354	(100,510)	(58,048)
Fund Balance - beginning of year	<u>138,487</u>	<u>199,346</u>	<u>199,346</u>	<u>252,700</u>
Fund Balance - end of year	<u>199,346</u>	<u>252,700</u>	<u>98,836</u>	<u>194,651</u>

**TOWN OF CADDO, OKLAHOMA
GENERAL FUND OPERATING BUDGET
FOR THE YEAR ENDING JUNE 30, 2014**

Supplemental Budget Information - Expenditures

General Government

Personal Services:

Clerk/Treasurer	\$7,200	Year	7,200
Deputy Clerk Split Salary w/Police	\$12.50	Hour for 1040 hours	13,000
Council Compensation	\$300.00	x 12 months	3,600
Custodial Split Salary w/Community	\$190.00	x 12 months	2,280
OMRF Retirement	3%	x gross salaries	782
Soc Sec / Medicare Match	7.65%	x gross salaries	1,995
State Unemployment	1.00%	x gross salaries	261
Health Insurance	412	per month x 1.5 employees	7,416
			<u>36,534</u>

Police Department

Personal Services:

Chief	\$37,045	Year	37,045
2 Full-time Officers - Certified	\$26,000	Year x 2	52,000
Court Clerk Split Salary w/General	\$12.50	Hour for 1040 hours	13,000
Court Judge	\$400.00	x 12 months	4,800
Court Attorney	\$300.00	x 12 months	3,600
OMRF Retirement	3%	x gross salaries	3,061
Soc Sec / Medicare Match	7.65%	x gross salaries	8,449
State Unemployment	1.00%	x \$14,200 x 3.5	1,104
Health Insurance	412	per month x 3.5 employees	17,304
			<u>140,364</u>

Capital Outlay:

Car Payments (Current)	\$1,600	Month x 2 (Lease end Aug. 2015)	3,200
Car Payment (New Purchases)	1,300	Month	\$15,600
Watchguard Video System	545	Month x 3 (Lease end Oct. 2015)	1,635
			<u>20,435</u>

Street & Alley

Personal Services:

Employee	\$14.50	Hour for 2080 hours	30,160
OMRF Retirement	3%	x gross salaries	905
Soc Sec / Medicare Match	7.65%	x gross salaries	2,307
State Unemployment	1.00%	x \$14,200	302
Health Insurance	\$412	x 1	4,944
			<u>38,618</u>

Capital Outlay:

Street Repair Projects	\$10,000		\$10,000
Equipment Purchases	\$0		-
			<u>\$10,000</u>

TOWN OF CADDO, OKLAHOMA
GENERAL FUND OPERATING BUDGET
FOR THE YEAR ENDING JUNE 30, 2015

Supplemental Budget Information - Expenditures

Community Services

Personal Services:

Museum Curator	\$7.25 21 Hrs P/Wk - Total: 1092 Hrs P/Y	7,917
		-
Custodial Split Salary w/General	\$190.00 x 12 months	2,280
OMRF Retirement	3% x gross salaries	68
Soc Sec / Medicare Match	7.65% x gross salaries	780
State Unemployment	1.00% x gross salaries	102
Health Insurance	0 0	-
		<u>11,147</u>
Capital Outlay:	\$10,000	<u>\$10,000</u>

CADDO PUBLIC WORKS AUTHORITY
OPERATING BUDGET
FOR THE YEAR ENDING JUNE 30, 2015

	Prior Year Actual June 30, 2014	Projected Current Year Actual June 30, 2015	Current Year Budget June 30, 2015	Next Year Budget June 30, 2016
Revenues				
Water Charges	176,547	165,859	180,000	165,000
Sewer Charges	157,257	139,153	155,000	140,000
Sanitation Charges	109,994	102,822	110,000	100,000
Processing Fees	1,700	2,034	1,500	1,500
Penalties, Transfers & Reconnct	14,958	15,631	14,000	14,000
Other Revenue	7,718	8,819	3,000	3,000
Interest Income	167	122	200	120
Sludge Fee			15,000	7,500
NSF Redeposit Fees		(257)	-	-
Grant Proceeds - OWRB / REAP	50,000	-	-	-
Total Revenues	518,341	434,184	478,700	431,120
Expenditures				
Combined Public Works Operations				
Personal Services	31,160	29,932	30,692	33,855
Legal & Accounting Fees	2,304	116,569	3,000	3,000
Insurance / License / Fees	33,639	30,349	35,000	32,000
Office Supplies & Services Expense	9,031	6,682	9,000	7,000
Telephone & Utilities	3,452	1,804	3,500	2,500
Loan Payments - Shamrock Bank		-	0	-
NSF Charge Backs	-	(132)	-	-
Meter Deposit Refunds	-	1,864	3,500	2,000
	79,586	187,067	84,692	80,355
Water Department				
Personal Services	38,141	38,550	36,290	38,618
Water Supplies & Repairs Expense	62,886	33,248	53,000	35,000
Water Testing	561	2,003	700	2,000
Utilities	7,278	8,012	8,000	8,000
Veh/Equip Fuel & Repairs Expense	10,632	6,095	5,000	6,000
Grant Project Expenditures	-	-	-	-
Capital Expenditures			12,000	10,000
	119,498	87,908	114,990	99,618

CADDO PUBLIC WORKS AUTHORITY
OPERATING BUDGET
FOR THE YEAR ENDING JUNE 30, 2015

<u>Expenditures</u>	Prior Year Actual <u>June 30, 2014</u>	Projected Current Year Actual <u>June 30, 2015</u>	Current Year Budget <u>June 30, 2015</u>	Next Year Budget <u>June 30, 2016</u>
Sewer Department				
Personal Services	45,256	43,994	43,696	44,920
Sewer Supplies & Repairs Expense	16,522	11,614	20,000	15,000
Utilities	3,121	5,039	3,200	3,200
Veh/Equip Fuel & Repairs Expense	20,736	275	1,500	1,500
Loan Payments - OWRB (Sewer Lagoon)	-	32,105	-	80,263
Loan Payments - Rural Development	-	32,998	55,000	-
Capital Expenditures	-	6,040	-	25,000
	<u>85,635</u>	<u>132,064</u>	<u>123,396</u>	<u>169,883</u>
Sanitation Department				
Personal Services	75,894	67,742	77,035	76,916
Landfill Fees	27,216	28,843	29,000	29,000
Sanitation Supplies & Repairs Expense	3,139	5,010	3,000	5,000
Veh/Equip Fuel & Repairs Expense	12,201	8,473	20,000	9,000
Roll-off Boxes & Supplies	1,656	0	800	800
Loan Payments - Landmark Bank	-	0	0	-
Capital Expenditures	-	-	-	-
	<u>120,106</u>	<u>110,069</u>	<u>129,835</u>	<u>120,716</u>
Depreciation (Overall)	<u>82,298</u>			
Total Expenditures	<u>487,123</u>	<u>517,108</u>	<u>452,913</u>	<u>470,572</u>
Revenues Over (Under) Expenditures	(9,220)	(82,924)	25,787	(39,452)
Transfers to & from General Fund	-	-	-	-
Net Increase (decrease) in cash - current year	(9,220)	(82,924)	25,787	(39,452)
Unrestricted resources - beginning of year	<u>161,264</u>	<u>152,044</u>	<u>139,343</u>	<u>69,120</u>
Unrestricted resources - end of year	<u>152,044</u>	<u>69,120</u>	<u>165,130</u>	<u>29,669</u>

CADDO PUBLIC WORKS AUTHORITY
OPERATING BUDGET
FOR THE YEAR ENDING JUNE 30, 2014

Supplemental Budget Information - Expenditures

Combined Operations

Personal Services		
Public Works Secretary	\$12.50 x 2080 hours	<u>26,000</u>
		<u>26,000</u>
Payroll Taxes & Benefits		
OMRF Retirement	3% x gross wages	780
Soc Sec / Medicare Match	7.65% x gross wages	1,989
State Unemployment	1.00% x \$14,200 per 1 employee	142
Health Insurance	\$412	<u>4,944</u>
		<u>33,855</u>
Total Personal Services Combined Ops		
Loan Payments		-
None		<u>-</u>
Total Loan Pymts Comb Ops		

Water Department

Personal Services		
Field Employee Salary	\$14.50 x 2080 hours	30,160
Includes Licensing Bonus (\$1.00 per hour per license)		-
Payroll Taxes & Benefits		
OMRF Retirement	3% x gross wages	905
Soc Sec / Medicare Match	7.65% x gross wages	2,307
State Unemployment	1.00% x \$14,200 per 1 employee	<u>302</u>
		<u>4,944</u>
Health Insurance	\$412.00 per month x 1 employee	<u>4,944</u>
		<u>38,618</u>
Total Personal Services Water Dept		
Water Capital	\$10,000	-
		<u>-</u>
Total Capital Expen Water Dept		
		<u>10,000</u>

CADDO PUBLIC WORKS AUTHORITY
OPERATING BUDGET
FOR THE YEAR ENDING JUNE 30, 2015

Supplemental Budget Information - Expenditures

Sewer Department

Personal Services			
Superintendent	\$3,000	Month	<u>36,000</u>
Payroll Taxes & Benefits			
OMRF Retirement	3%		1,080
Payroll Taxes	7.65%	x gross wages	2,754
State Unemployment	1.00%	x \$14,200 per 1 employee	<u>142</u>
Health Insurance	\$412.00	per month x 1 employee	<u>4,944</u>
Total Personal Services Sewer Dept			<u>44,920</u>
Loan Payments			
Note Payment - OWRB (Sewer Lagoon Refinance)	\$6,689		<u>80,263</u>
	Total Loan Pymts	Sewer Dept	<u>\$80,263</u>
Capital Expenditures - Sewer Jetter	\$25,000		<u>\$25,000</u>

Sanitation Department

Personal Services			
Field Employee Salary	\$14.50	x 2080 Hours	30,160
Field Employee Salary	\$14.50	x 2080 Hours	<u>30,160</u>
Overtime (Estimated)			<u>60,320</u>
Payroll Taxes & Benefits			
OMRF Retirement	3%	x gross wages	1,810
Soc Sec / Medicare Match	7.65%	x gross wages	4,614
State Unemployment	1.00%	x \$14,200 per 2 employees	<u>284</u>
Health Insurance	\$412.00	permonth x 2 emp loyees	<u>9,888</u>
Total Personal Services Sant. Dept			<u>76,916</u>
Loan Payments			
Note Payment - None			-
Note Payment - None			-
			-
	Total Loan Pymts	Sanitation Dept	<u>-</u>

CASE NO. _____

PROOF OF PUBLICATION

**STATE OF OKLAHOMA
COUNTY OF BRYAN**

} SS.

TOWN OF CADDO, OKLAHOMA BUDGET SUMMARY - ALL FUNDS FOR THE YEAR ENDING JUNE 30, 2016

Revenues	General Fund		Public Works Authority
Sales, Use & Tobacco Taxes	220,000		
Franchise Taxes	32,000		
Alcoholic Beverage Tax	6,500		
Comm Veh & Gas Excise Taxes	9,500		
Fines, Fees & Seizures	190,000		
Rent Income	1,500		
Licenses & Permits	150		
Nutrition Center Contributions & Fees			
Museum Sales	2,500		
Water Charges			
Sewer Charges			165,000
Sanitation Charges			140,000
Charges for Services			100,000
Penalties, Transfers & Reconnects	200		1,500
Other Revenue			14,000
Sludge Fee	2,000		3,000
Interest Income			7,500
Grant Proceeds	200		120
Total Revenues	464,550		431,120
Expenditures			
General Government	117,034		
Public Safety	250,799		
Streets & Alleys	118,618		
Community Services	36,147		
Public Works Combined Ops			
Water Department			80,355
Sewer Department			99,618
Sanitation Department			169,883
Total Expenditures	522,598		470,572
Revenues Over (Under) Expenditures	(58,048)		(39,452)
Total Cash Balance Beginning of Year	252,700		69,120
Ending Cash Fund Balance	194,651		29,669

I, being duly sworn on his oath deposes and states that he is Democrat, a Daily newspaper published at Durant, County of paid circulation in said County, with entrance thereof into the mail matter, and that said newspaper is published in said County United States mail; that the notice, a true copy of which, clipped Democrat, hereto attached, was published in the entire regular _____ consecutive issues as follows:

May 24, 2015

continuously and uninterruptedly published in said county consecutively next prior to the first publication of notice hereto said newspaper has met and complied with all requirements of Oklahoma in such cases made and provided, and particularly with Bill No. 47 of the Nineteenth Legislature of the State of Oklahoma,

NOTICE OF PUBLIC HEARING:
In accordance with the Municipal Budget Act (O.S. Title 11, Secs 17-201 through 17-216), a public hearing for the purpose of discussing the proposed budget for the Town of Caddo, Oklahoma for the fiscal year July 1, 2015 through June 30, 2016, will be held during a regular meeting of the Town Council on June 1, 2015. The meeting will begin at 7:00 p.m. in the Board chambers inside the Caddo City Hall/Public Works building located at 101 South Main Street, Caddo, Oklahoma.

[Handwritten Signature]

Subscribed and sworn to before me this 24 day of

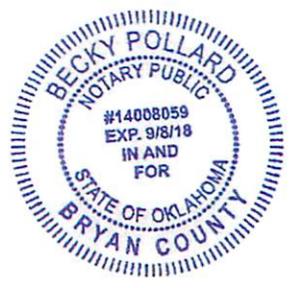
May, A.D., 2015.

Becky Pollard
Notary Public.

My Commission expires 9-8-18 (SEAL)

Publishers Fee, \$ 188.25

**When Fee is paid it should be
So Stated in this Space.**



RESOLUTION #2015-06-01

A RESOLUTION OF THE GOVERNING BODY OF THE TOWN OF CADDO, OKLAHOMA, FOR THE PURPOSE OF ADOPTING AN ANNUAL BUDGET FOR THE FISCAL YEAR OF JULY 2015 ENDING JUNE 30, 2016

WHEREAS, the Town of Caddo, Oklahoma has duly resolved to comply with the Municipal Budget Act as described in Sections 17-201 through 17-216 of Title 11 of the Oklahoma Statutes; and

WHEREAS, said Municipal Budget Act requires the adoption of an annual operating budget for each fiscal year prior to the July 1st beginning of such fiscal year

NOW, THEREFORE BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF CADDO, OKLA.:

1. The following appropriation amounts are hereby duly adopted as the operating budgets for the funds of the Town of Caddo, Oklahoma for the fiscal year beginning July 1, 2015 through June 30, 2016. And that such appropriations are hereby established as the Town's legal level of control.

General Fund	
General Gov Dept	\$ 117,034
Public Safety Department	250,799
Street & Alley Department	118,618
Community Services Dept	<u>36,147</u>
 Total General Fund Appropriations	 \$ <u>522,598</u>

2. The operating budget of the Caddo Public Works Authority is hereby received and accepted by the Town of Caddo, Oklahoma as beneficiary of the Public Works Authority trust. Such budget reflects total expenditures in the amount of: \$ 470,572

ADOPTED BY THE TOWN COUNCIL of the Town of Caddo, Oklahoma, this 1st day of June,
in the year 2015.



Mayor

ATTEST:



Town Clerk

OFFICIAL
SEAL

