TOWN OF CADDO, OKLAHOMA

ANNUAL BUDGET DOCUMENT FOR THE YEAR 2023-2024

RECEIVED

JUL 0 7 2023

State Auditor and Inspector

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TOWN OF CADDO, OKLAHOMA ANNUAL BUDGET DOCUMENT FOR THE YEAR ENDING JUNE 30, 2024

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TOWN OF CADDO, OKLAHOMA BUDGET SUMMARY - ALL FUNDS FOR THE YEAR ENDING JUNE 30, 2024

		Public
	General	Works
	<u>Fund</u>	<u>Authority</u>
Revenues		
Sales, Use & Tobacco Taxes	270,000	-
Franchise Taxes	33,000	-
Alcoholic Beverage Tax	10,000	-
Comm Veh & Gas Excise Taxes	8,500	-
Fines, Fees & Siezures	220,000	-
Rent Income	2,500	-
Licenses & Permits	150	-
Nutrition Center Contrisbutions & Fees	-	-
Museum Sales	5,500	-
Water Charges	•	230,000
Sewer Charges	-	200,000
Sanitation Charges	•	115,000
Charges for Services	10,000	1,000
Penalties, Transfers & Reconnects	=	14,000
Other Revenue	6,000	4,000
Sludge Fee	-	-
Interest Income	900	120
Grant Proceeds/ARPA	<u>-</u>	
Total Revenues	566,550	564,120
<u>Expenditures</u>		
General Government	109,572	-
Public Safety	322,512	-
Streets & Alleys	140,965	-
Community Services	39,096	-
Public Works Combined Ops	-	77,471
Water Department	-	152,813
Sewer Department	-	220,558
Sanitation Department		160,948
Total Expenditures	612,145	611,790
Revenues Over (Under) Expenditures	(45,595)	(47,670)
Total Cash Balance Beginning of Year	393,284	214,685
Ending Cash Fund Balance	347,689	167,014

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, 2023 through June 30, 2024, will be held during a regular meeting of the Town Council on June 5, 2023. The meeting will begin at 6:00 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 FO FOR THE YEAR ENDING JUNE 30, 2023

	Prior Year	Projected	Current Year	Next Year
	Actual	Current Year	Budget	Budget
	<u>June 30, 2022</u>	June 30, 2023	<u>June 30, 2023</u>	<u>June 30, 2024</u>
Revenues				
Sales, Use & Tobacco Taxes	303,014	335,425	250,000	270,000
Franchise Taxes	30,886	38,700	32,000	33,000
Alcoholic Beverage Tax	13,092	11,986	6,500	10,000
Commercial Veh & Gas Excise Tax	10,430	9,110	9,500	8,500
O-EPIC	0	-	-	-
Court Fines & Fees	245,528	241,811	210,000	220,000
Other Charges & Services		-	50,000	10,000
Rent Income	1,985	3,132	1,500	2,500
Licenses & Permits	535	210	150	150
Insurance Proceeds		25,316		-
Museum Sales/Donations	5,299	6,913	10,000	5,500
Interest Income	237	1,037	200	900
Refunds & Reimbursements	-	47	-	-
Miscellaneous Income	2,704	6,430	7,000	6,000
Insurance Proceeds	-	-	-	-
Other Grants	71,625		-	-
- ARPA	96,410	116,268	96,864	
- CDBG/REAP Grants		46,249		35,000
Total Revenues & Other Sources	781,745	842,634	673,714	601,550

TOWN OF CADDO, OKLAHOMA GENERAL FUND OPERATING BUDGET FO FOR THE YEAR ENDING JUNE 30, 2023

FO FOR THE FEAR ENDING JUNE 30, 20	Prior Year Actual June 30, 2022	Projected Current Year June 30, 2023	Current Year Budget June 30, 2023	Next Year Budget June 30, 2024
Expenditures				
General Government				
Personal Services	58,120	63,192	42,794	44,072
Maintenance & Operations	66,110	60,671	65,000	65,000
Capital Expenditures/Grants	51,666			0
Transfers To Other Funds	8,768	24,000	-	-
NSF Chargebacks & Fees Depreciation Expense	-	-	500	500
	184,664	147,863	108,294	109,572
Public Safety (Police)				
Personal Services	172,906	193,150	224,033	232,512
Maintenance & Operations	151,723	145,172	90,000	90,000
Capital Expenditures	4,376	193,352	50,000	\$0
Loan Interest Expense				
Depreciation Expense				
	329,005	531,674	364,033	322,512
Chroat 9 Allow				
Street & Alley	24 272	27.000	45 440	45.005
Personal Services	34,373	37,288 63.384	45,113	45,965
Maintenance & Operations Grant Project	54,510	63,384 -	85,000 -	85,000 -
Capital Expenditures Depreciation Expense	4,517	-	10,000	10,000
·	93,400	100,672	140,113	140,965
Community Svcs (Parks, Museum)				
Personal Services	12,737	13,499	14,096	14,096
Maintenance & Operations	24,438	42,180	15,000	20,000
Capital Expenditures	10,980	-	5,000	5,000
Grant Project Depreciation Expense		-		_
·	48,155	55,679	34,096	39,096
Total Expenditures	655,224	835,888	646,536	612,145
Revenues Over (Under) Expenditures Transfer From & To Caddo Public Works	126,521	6,746 	27,178	(10,595)
Net Increase (decrease) in fund balance	126,521	6,746	27,178	(10,595)
Fund Balance - beginning of year	260,017	386,538	232,839	393,284
Fund Balance - end of year	386,538	393,284	260,017	382,689

TOWN OF CADDO, OKLAHOMA GENERAL FUND OPERATING BUDGET FO FOR THE YEAR ENDING JUNE 30, 2 Supplemental Budget Information - Exp		hiroe		Page 4
General Government	enun	<u>lures</u>		
Personal Services:				
Clerk/Treasurer		\$7,200	Year	7,200
Deputy Clerk Split Salary w/Police			Hour for 1040 hours	14,560
Council Compensation		•	x 12 months	3,600
Custodial Split Salary w/Community		•	x 12 months	2,280
OMRF Retirement		•	x gross salaries	829
Soc Sec / Medicare Match			x gross salaries	2,114
State Unemployment			x gross salaries	276
Health Insurance	\$		per month x 1.5 employees	13,212
	•		,	44,072
Capital Outlay:				44,072
CDBG/REAP Grant/ARPA				0
Personal Services:				
Chief		\$43,680		43,680
3 Full-time Officers - Certified			Year x 3	104,001
Court Clerk Split Salary w/General		•	Hour for 1040 hours	14,560
Court Judge		•	x 12 months	6,000
Court Attorney		•	x 12 months	4,800
OMRF Retirement			x gross salaries	4,867
Soc Sec / Medicare Match			x gross salaries	13,238
State Unemployment	•		5 x \$14,200 x 4.5	1,730
Health Insurance	\$	733.99	per month x 4.5 employees	<u>39,635</u>
				232,512
Capital Outlay:				
Car Payments (Current)		\$0	Annual Payment 3 years	-
Capital Improvements		0	,	\$0
				-
Personal Services:				
Employee		\$16.00	Hour for 2080 hours	33,280
OMRF Retirement		3%	x gross salaries	998
Soc Sec / Medicare Match		7.65%	x gross salaries	2,546
State Unemployment			5 x \$14,200	333
Health Insurance	\$	733.99	x 1	8,808
				45,965
Capital Outlay:				
Street Repair Projects		\$10,000		\$10,000
Equipment Purchases		\$0		• · ·
• •				<u>•</u>
				<u>\$10,000</u>

TOWN OF CADDO, OKLAHOMA GENERAL FUND OPERATING BUDGET FO FOR THE YEAR ENDING JUNE 30, 2023

Supplemental Budget Information - Expenditures

Community Services

Personal Services:

Museum Curator	\$8.75 22.5 Hrs P/Wk - Total:1215 Hr P/	Y	10,631
		-	
Custodial Split Salary w/General	\$190.00 x 12 months	-	2.280
Oustodial Ophic Galary Woodlicial	Ψ130.00 X 12 months		2,200

OMRF Retirement 3% x gross salaries 68
Soc Sec / Medicare Match 7.65% x gross salaries 988
State Unemployment 1.00% x gross salaries 129

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		Projected		
	Prior Year	Current Year	Current Year	Next Year
	Actual	Actual	Budget	Budget
	June 30, 2022	June 30, 2023	June 30, 2023	June 30, 2024
Revenues	Julie 30, 2022	Julie 30, 2023	Julie 30, 2023	Julie 30, 2024
Water Charges	209,823	264,706	190,000	230,000
Sewer Charges	178,916	216,200	175,000	
Sanitation Charges	111,006	129,763	•	200,000
——————————————————————————————————————	·	· · · · · · · · · · · · · · · · · · ·	108,000	115,000
Processing Fees Penalties, Transfers & Reconnct	1,400	1,290	1,000	1,000
•	16,185	13,966	14,000	14,000
Other Revenue	9,613	6,005	3,500	4,000
Interest Income	95	-	120	120
Sludge Fee	-		-	-
Grant/Loan Proceeds	90,015	-		
NSF Redeposit Fees	20	-	-	-
Transfers-In from Other Funds	8,768			
Total Revenues	625,841	631,930	491,620	564,120
Expenditures				
Combined Public Works Operations				
Personal Services	48,464	51,263	40,319	41,171
Legal & Accounting Fees	5,416	1,132	5,500	5,500
Insurance / License / Fees	26,591	18,130	25,000	15,000
Office Supplies & Services Expense	11,246	13,078	8,000	10,000
Telephone & Utilities	3,047	3,455	2,750	2,800
Loan Payments - Shamrock Bank	,	4,752	0	-,
NSF Charge Backs	•	-	- -	-
Meter Deposit Refunds	3,881	2,371	3,000	3,000
	98,645	94,180	84,569	77,471
Mater Department				
Water Department	20 127	60.610	၁ ၁၁၁	04 042
Personal Services	20,137	60,612	63,833	81,813
Water Supplies & Repairs Expense	48,793	40,937	42,000	42,000
Water Testing	7,329	1,613	6,000	6,000
Utilities	7,637	9,545	8,000	8,000
Veh/Equip Fuel & Repairs Expense	10,557	16,750	5,000	5,000
Depreciation Expense		-	•	-
Interest Expense	0.004		40.000	040.000
Capital Expenditures	9,881		10,000	\$ <u>10,000</u>
	104,334	129,456	134,833	<u> 152,813</u>

		Projected		
	Prior Year	Current Year	Current Year	Next Year
Expenditures	Actual	Actual	Budget	Budget
	June 30, 2022	June 30, 2023	June 30, 2023	June 30, 2024
Sewer Department				
Personal Services	63,136	66,032	67,942	68,794
Sewer Supplies & Repairs Expense	11,716	25,596	10,000	20,000
Utilities	20,766	10,673	3,200	8,000
Veh/Equip Fuel & Repairs Expense	208	1,698	1,500	1,500
Loans - OWRB Lagoon/Goddard)/Shamrock Ba	80,763	6,751	93,764	93,764
Sewer Testing & Analysis	1,148	80,863	600	3,500
Amortization			-	
Interest Expense	-			
Capital Expenditures	74,457	7,099	25,000	25,000
	252,194	198,713	202,006	220,558
Sanitation Department				
Personal Services	81,878	74,210	89,845	91,548
Landfill Fees	35,527	30,493	35,000	35,000
Sanitation Supplies & Repairs Expense	9,391	10,602	6,000	6,000
Veh/Equip Fuel & Repairs Expense	6,922	3,298	9,000	9,000
Roll-off Boxes & Supplies	1,452	478	800	800
Depreciation Expense		965	0	-
Capital Expenditures-Note Pmt Sanit Truck	113,567		18,452	18,600
	248,737	120,046	159,097	160,948
Total Expenditures	703,910	542,394	580,505	611,790
,				
Revenues Over (Under) Expenditures	27,678	89,536	(88,885)	(47,670)
				, , ,
Tansfers to & from General Fund	-			_
Net Increase (decrease) in cash - current year	27,678	89,536	(88,885)	(47,670)
Unrestricted recourses beginning of year	07 474	105 140	106 250	, ,
Unrestricted resources - beginning of year	97,471	125,149	186,356	214,685
Unrestricted resources - end of year	125,149	214,685	97,471	167,014

Supplemental Budget Information - Expenditures

Combined Operations

Personal Services			
Public Works Secretary	\$14.00	x 2080 hours	29,120
			29,120
Payroll Taxes & Benefits			
OMRF Retirement	3%	x gross wages	874
Soc Sec / Medicare Match		x gross wages	2,228
State Unemployment	1.00%	x \$14,200 per 1 employee	142
Health Insurance	\$733.99		8,808
т	otal Personal Service	s Combined Ops	41,171
Loan Payments			
None			
	Total Loan Pymts	Comb Ops	-
ater Department			
Personal Services			
Field Employee Salary	\$16.00	x 2080 hours	33,280
Includes Licensing Bonus (\$1.00 per hour per license)			-
Field Employee Salary	\$ 13.00	x 2080 hours	27,040
Payroll Taxes & Benefits			
OMRF Retirement		x gross wages	998
Soc Sec / Medicare Match		x gross wages	2,546
State Unemployment	1.00%	x \$14,200 per 1 employee	333
Health Insurance	\$733.99	per month x 2 employee	17,616
	Total Personal Serv	rices Water Dept	81,813
Water Capital	\$10,000		-
	Total Capital Expen	Water Dept	<u>-</u> \$ <u>10,000</u>

Supplemental Budget Information - Expenditures

Sewer Department

Personal Services			
Superintendent	\$4,507	Month	54,084
Payroll Taxes & Benefits			
OMRF Retirement	3%		1,623
Payroll Taxes	7.65%	x gross wages	4,137
State Unemployment	1.00%	x \$14,200 per 1 employee	142
Health Insurance	\$733.99	per month x 1 employee	8,808
		Total Personal Services Sewer Dept	68,794
Loan Payments			
Note Payment - Goddard Street Sewer Line	\$1,125		\$13,500
Note Payment - OWRB (Sewer Lagoon Refinance)	\$6,689		80,263
	Total Loan Pymts	Sewer Dept	\$93,763
Capital Expenditures -	\$25,000		\$ <u>25,000</u>
Sanitation Department			
Personal Services			
Field Employee Salary	\$16.00	x 2080 Hours	33,280
Field Employee Salary	\$16.00	x 2080 Hours	33,280
Overtime (Estimated)			66,560
Payroll Taxes & Benefits			
OMRF Retirement	3%	x gross wages	1,997
Soc Sec / Medicare Match	7.65%	x gross wages	5,092
State Unemployment	1.00%	x \$14,200 per 2 employees	284
Health Insurance	\$733.99	per month x 2 emr loyees	17,616
		Total Personal Services Sant. Dept	<u>91,548</u>
Loan Payments			
Note Payment - None New Trash Truck Note Payment - None	1,538	x 12 Months	18,456 -
	Total Loan Pymts	Sanitation Dept	18,456

Published in the Durant Democrat June 22, 2023. TOWN OF CADDO, OKLAHOMA Page 1 BUDGET SUMMARY - ALL **FUNDS** FOR THE YEAR ENDING JUNE 30, 2024 Public General Works Fund Authority Revenues Sales, Use & Tobacco Taxes 270,000 -Franchise Taxes 33,000 -Alcoholic Beverage Tax 10,000 -Comm Veh & Gas Excise Taxes 8,500 -Fines, Fees & Seizures 220,000 -Rent Income 2,500 -Licenses & Permits 150 -Nutrition Center Contributions & Fees - -Museum Sales 5,500 -Water Charges - 230,000 Sewer Charges - 200,000 Sanitation Charges - 115,000 Charges for Services 10,000 1,000 Penallies, Transfers & Reconnects - 14,000 Other Revenue 6,000 4,000 Sludge Fee - -Interest Income 900 120 Grant Proceeds/ARPA - -Total Revenues 566,550 564,120 Expenditures General Government 109,572 -Public Safety 322,512 -Streets & Alleys 140,965 Community Services 39,096 -Public Works Comb Ops - 77,471 Water Department - 152,813 Sewer Department - 220,558 Sanitation Department - 160,948 Total Expenditures 612,145 611,790 Revenues Over (Under) Expenditures (45,595) (47,670) Total Cash Balance Beginning of Year 393,284,214,685 Ending Cash Fund Balance 347,689 167,014 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, 2023 through June 30, 2024, will be held during a regular meeting of the Town Council on June 5, 2023. The meeting will begin at 6:00 p. m. in the Board chambers inside the Caddo City Hall/Public Works building located at 101 South Main Street, Caddo, Oklahoma. LPXLP

AFFIDAVIT OF PUBLICATION

County of Bryan, State of Oklahoma

The Durant Democrat

Billed To: 200 W. Beech St Durant, OK, 74701 580-634-2151

Case #_____

I, Samantha Garrison, of lawful age, being duly sworn upon oath, deposes and says that I am the authorized representative of The Durant Democrat, a weekly publication that is a "legal newspaper" as that phrase is defined in 25 O.S. § 106, as amended to date, for the City of Durant, for the County of Bryan, in the State of Oklahoma. The attachment hereto contains a true and correct copy of what was published in the regular edition of said newspaper, and not in a supplement, in consecutive issues on the following dates:

PUBLICATION DATES:

Samantha Garrison, Authorized Representative

Signed and sworn to before me on this 23 day of _______, 2023

Emily Smith, Notary Public

My Commission expires: 01/27/2025. Commission # 21001235

Commission & Commission & William Commission & Commission

PUBLICATION FEE: \$25. =

TOWN OF CADDO, OKLAHOMA ANNUAL BUDGET FOR THE YEAR ENDING JUN E 30, 2024

Proof of	newspaper	publication of the	e budget summar	y and notice of	public hearing	is attached hereto
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Proof of Publication

RESOLUTION #2023-07-01

A RESOLUTION PF THE GOVERNING BODY OF THE TOWN OF CADDO, OKLAHOMA, FOR THE PURPOSE OF ADOPTING AN ANNUAL BUDGET FOR THE FISCAL YEAR OF JULY 2023 ENDING JUNE 30, 2024

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.:

 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, 2023 through June 30, 2024. And that such approriations are hereby established as the Town's legal level of control.

General Fund		
General Gov Dept	\$	109,572
Public Safety Department		322,512
Street & Alley Department		140,965
Community Services Dept	-	39,096
Total General Fund Appropriations	\$	612,145

 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: \$ 611,790

ADOPTED BY THE TOWN COUNCIL of the Town of Caddo, Oklahoma, this 3rd day of July,

in the year 2023

Mayor

OFFICIAL SEAL

