

BUDGET ADOPTION RESOLUTION – FUND-BASED BUDGET

**TOWN OF MEDICINE PARK, OKLAHOMA
RESOLUTION NO. 190618**

A RESOLUTION APPROVING THE TOWN OF MEDICINE PARK, OKLAHOMA BUDGET FOR THE FISCAL YEAR 2019-2020 AND ESTABLISHING BUDGET AMENDMENT AUTHORITY.

WHEREAS, The Town of Medicine Park has adopted the provisions of the Oklahoma Municipal Budget Act (the Act) by resolution dated January 18, 2018; and

WHEREAS, The Treasurer has prepared a budget for the fiscal year ending June 30, 2020 (FY 2019-2020) consistent with the Act; and

WHEREAS, The Act in section 17-215 provides for the chief executive office of the Town, or designee, as authorized by the governing body, to transfer any unexpended and unencumbered appropriation from one department to another within the same fund; and

WHEREAS, The budget has been formally presented to the Town of Medicine Park Board of Trustees at least 30 days prior to the start of the fiscal year in compliance with Section 17-205; and

WHEREAS, The Town of Medicine Park Board of Trustees has conducted a Public Hearing on June 3, 2019; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF MEDICINE PARK, OKLAHOMA:

SECTION 1. The Board of Trustees of the Town of Medicine Park does hereby adopt the FY 2019-2020 Budget on the 18th day of July 2019 with total resources available in the amount of \$780,033 and total fund/departmental appropriations in the amount of \$779,367. Legal appropriations (spending/encumbering limits) are hereby established as follows:

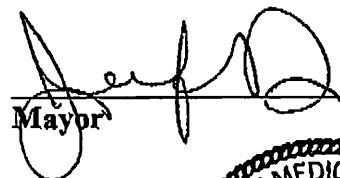
Fund: Department	Personal Services	Materials & Supplies	Other Services & Charges	Capital Outlay	Debt Service	Transfers
General Fund:						
Administration	\$ 127,500	\$ 32,500	\$ 86,896	\$255,000		\$ 68,990
Police	\$ 127,195	\$ 19,102	\$ 11,364	\$ 7,011		
Event Center	\$ 11,616	\$ 10,400	\$ 6,793	\$ 15,000		

Street & Alley Fund:						
Streets		\$ 7,463		\$156,935		
Fire Department Fund:						
Fire Department	\$ 6,500	\$ 3,623	\$ 4,607			
Planning & Preservation Fund:						
Planning & Preservation:	\$ 7,200	\$ 20,000	\$ 3,000	\$ 15,000		
Penalty & Assessment Fund:						
Penalty & Assessments:			\$ 5,411			\$ 180
Parks & Rec Fund:						
Parks & Rec		\$ 9,476				
Rainy Day Fund:						
Rainy Day						


SECTION 2. The Board of Trustees does hereby authorize the Treasurer to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2019-2020, from one line item to another, without further approval by the Town Board.

SECTION 3. All supplemental appropriations or decrease in the total appropriation of a fund shall be adopted at a meeting of the Board of Trustees and filed with the State Auditor and Inspector.

PASSED, APPROVED AND ADOPTED this 18th day of June, 2019, by the Board of Trustees, Medicine Park, Oklahoma.



 Mayor



 Town Clerk



TOWN OF MEDICINE PARK
 BUDGET SUMMARY
 FY 2020

	<u>GENERAL FUND</u>	<u>STREETS & ALLEYS</u>	<u>FIRE DEPARTMENT</u>	<u>PLANNING & PRESERVATION</u>	<u>PENALTY & ASSESSMENTS</u>	<u>PARKS & RECREATION</u>	<u>RAINY DAY</u>
BEGINNING FUND BALANCE - ESTIMATED	<u>325,000</u>	<u>1,233</u>	<u>2,868</u>	<u>47,025</u>	<u>180</u>	<u>5,879</u>	<u>97,643</u>
REVENUES:							
TAXES	380,638	2,922		15,850			
LICENSES & PERMITS	7,457						
CHARGES FOR SERVICES	23,673						
CITATIONS & FINES	43,008				5,411		
GRANTS		138,738	3,600				
MISCELLANEOUS	75						
TRANSFERS IN	<u>182</u>	<u>23,000</u>	<u>8,300</u>			<u>3,597</u>	<u>3,597</u>
TOTAL REVENUES	<u>455,033</u>	<u>164,660</u>	<u>11,900</u>	<u>15,850</u>	<u>5,411</u>	<u>3,597</u>	<u>3,597</u>
TOTAL AVAILABLE FOR APPROPRIATIONS	<u>780,033</u>	<u>165,893</u>	<u>14,768</u>	<u>62,875</u>	<u>5,591</u>	<u>9,476</u>	<u>101,240</u>
APPROPRIATIONS BY OBJECT:							
PERSONAL SERVICES	266,311		6,500	7,200			
MATERIALS & SUPPLIES	62,002	7,463	3,623	20,000		9,476	
OTHER SERVICES & CHARGES	105,053		4,607	3,000	5,411		
CAPITAL OUTLAY/DEBT SERVICE	277,011	156,935		15,000			
TRANSFERS OUT	<u>68,990</u>				<u>180</u>		
TOTAL APPROPRIATIONS	<u>779,367</u>	<u>164,398</u>	<u>14,730</u>	<u>45,200</u>	<u>5,591</u>	<u>9,476</u>	<u>0</u>
ESTIMATED ENDING FUND BALANCE - UNAPPROPRIATED	<u>666</u>	<u>1,495</u>	<u>38</u>	<u>17,675</u>	<u>0</u>	<u>0</u>	<u>101,240</u>

**TOWN OF MEDICINE PARK
GENERAL FUND SUMMARY
FY 2019**

BEGINNING FUND BALANCE - ESTIMATED	<u>325,000</u>
REVENUES:	
TAXES	380,638
LICENSES & PERMITS	7,457
CHARGES FOR SERVICES	23,673
CITATIONS & FINES	43,008
INTEREST	0
MISCELLANEOUS	75
TRANSFERS IN	<u>182</u>
TOTAL REVENUES	<u>455,033</u>
TOTAL AVAILABLE FOR APPROPRIATIONS	<u><u>780,033</u></u>

	<u>PERSONAL SERVICES</u>	<u>MATERIALS & SUPPLIES</u>	<u>OTHER SERVICES & CHARGES</u>	<u>CAPITAL OUTLAY</u>	<u>DEBT SERVICE</u>	<u>TRANSFERS OUT</u>	
APPROPRIATIONS BY DEPARTMENT AND OBJECT							
TOWN ADMINISTRATION	127,500	32,500	86,896	255,000			501,896
POLICE DEPARTMENT	127,195	19,102	11,364	7,011			164,672
EVENT CENTER	11,616	10,400	6,793	15,000			43,809
STREETS						23,000	23,000
FIRE DEPARTMENT						8,300	8,300
PLANNING & PRESERVATION							0
PARKS & RECREATION						3,597	3,597
RAINY DAY FUND						3,597	3,597
CAPITAL OUTLAY/DEBT SERVICE							0
TRANSFERS OUT						<u>30,496</u>	<u>30,496</u>
TOTAL APPROPRIATIONS	<u>266,311</u>	<u>62,002</u>	<u>105,053</u>	<u>277,011</u>	<u>0</u>	<u>68,990</u>	<u>779,367</u>
ESTIMATED ENDING FUND BALANCE - UNAPPROPRIATED							<u><u>666</u></u>

**TOWN OF MEDICINE PARK
SPECIAL FUNDS SUMMARY
FY 2020**

	<u>STREETS & ALLEYS</u>	<u>FIRE DEPARTMENT</u>	<u>PLANNING & PRESERVATION</u>	<u>PENALTY & ASSESSMENTS</u>	<u>PARKS & RECREATION</u>	<u>RAINY DAY</u>	<u>TOTALS</u>
BEGINNING FUND BALANCE - ESTIMATED	1,233	2,868	47,025	180	5,879	97,643	154,828
REVENUES:							
TAXES	2,922		15,850				18,772
LICENSES & PERMITS							0
CHARGES FOR SERVICES							0
CITATIONS & FINES				5,411			5,411
GRANTS	138,738	3,600					142,338
MISCELLANEOUS							0
TRANSFERS IN	23,000	8,300			3,597	3,597	38,494
TOTAL REVENUES	<u>164,660</u>	<u>11,900</u>	<u>15,850</u>	<u>5,411</u>	<u>3,597</u>	<u>3,597</u>	<u>205,015</u>
TOTAL AVAILABLE FOR APPROPRIATIONS	<u>165,893</u>	<u>14,768</u>	<u>62,875</u>	<u>5,591</u>	<u>9,476</u>	<u>101,240</u>	<u>359,843</u>
APPROPRIATIONS BY OBJECT:							
PERSONAL SERVICES		6,500	7,200				13,700
MATERIALS & SUPPLIES	7,463	3,623	20,000		9,476		40,562
OTHER SERVICES & CHARGES		4,607	3,000	5,411			13,018
CAPITAL OUTLAY/DEBT SERVICE	156,935		15,000				171,935
TRANSFERS OUT				180			180
TOTAL APPROPRIATIONS	<u>164,398</u>	<u>14,730</u>	<u>45,200</u>	<u>5,591</u>	<u>9,476</u>	<u>0</u>	<u>239,395</u>
ESTIMATED ENDING FUND BALANCE - UNAPPROPRIATED	<u>1,495</u>	<u>38</u>	<u>17,675</u>	<u>0</u>	<u>0</u>	<u>101,240</u>	<u>120,448</u>

TOWN OF MEDICINE PARK

	FY18 ACTUAL	FY19 BUDGET	FY19 ACTUAL (EST)	PROPOSED FY20 BUDGET
Revenue:				
FUND BALANCE			325,000	325,000
SALES TAX	386,380	331,695	372,481	335,233
LODGING TAX	35,613	35,000	41,878	37,690
LICENSES & PERMITS	7,812	6,750	9,731	7,457
COURT COSTS	5,635	5,237	6,722	6,050
ATM FEES	4,800	4,800	4,800	4,800
CIGARETTE TAX	5,764	5,073	4,096	3,687
FRANCHISE TAX	2,508	3,007	3,113	2,801
ALCOHOLIC BEVERAGE TAX	1,190	973	1,363	1,226
TRANSFER IN FROM OTHER FUNDS	0	1,236	1,236	182
COPIES & FAXES	158	135	170	153
COUNTY ELECTION REIMBURSEMENT	75	75	75	75
USE TAX	0	2,177	5,799	0
DONATIONS	900	0	0	0
INSURANCE REIMBURSEMENTS	425		16,526	0
MISCELLANEOUS REVENUES	487	937	962	0
OSBI FEES	389	0	0	0
CLEET FEES	199	0	0	0
HEALTH CENTER - GRANTS			225,000	0
POLICE DEPARTMENT REVENUE				36,958
EVENT CENTER REVENUE				18,720
TOTAL REVENUES:				780,033

TOWN OF MEDICINE PARK

	FY18 ACTUAL	FY19 BUDGET	FY19 ACTUAL (EST)	PROPOSED FY20 BUDGET
Expense:				
HEALTH CENTER	0	0	0	225,000
PAYROLL	73,922	93,895	88,166	100,000
TRANSFER OUT TO OTHER FUNDS	34,241	136,000	149,959	68,990
CAPITAL OUTLAY	23,369	10,000	4,337	30,000
MAINTENANCE	10,975	12,700	16,818	25,000
MISC OTHER SERVICES & CHARGES	2,025	25,000	14,940	15,000
EMPLOYEE INSURANCE	6,539	6,097	6,084	15,000
COMPUTER/INTERNET SERVICES	5,147	12,800	10,962	25,000
INSURANCE	27,825	6,514	5,684	15,000
OUTSIDE SERVICES	5,670	10,300	4,287	10,000
ATTORNEY FEES	6,476	11,000	8,459	9,000
COURT EXPENSE	7,200	8,100	7,324	7,500
EDUCATION & TRAINING	2,815	4,100	2,594	4,000
ACCOUNTING SERVICES	5,782	3,290	3,290	3,500
OFFICE SUPPLIES	3,314	3,440	2,978	3,500
POSTAGE & SHIPPING	2,819	3,276	2,536	3,000
ELECTRICITY	2,487	2,500	2,496	2,746
OFFICE EQUIPMENT	4,631	2,360	2,407	2,000
MILEAGE REIMBURSEMENT	1,179	2,000	1,723	2,000
PROPANE	1,601	1,500	1,563	1,500
TRAVEL & LODGING	1,156	1,500	975	1,500
ADVERTISING	602	850	565	850
UNIFORMS	0	0	0	500
BANK FEES	610	300	300	300
LICENSES & PERMITS	64	96	113	125
TELEPHONE/INTERNET	1,730	0	0	0
PENALTY FEES (CLEET/OSBI)	223	0	0	0
CREDIT CARD FEES	-4	0	0	0
LEGAL FEES	38	0	0	0
SOFTWARE	2,069	0	0	0

TOWN OF MEDICINE PARK

POLICE DEPARTMENT EXPENSES
EVENT CENTER EXPENSES

	164,672
	43,809
TOTAL EXPENSES:	<u>779,492</u>

EVENT CENTER

	FY18 ACTUAL	FY19 BUDGET	FY19 ACTUAL (EST)	PROPOSED FY20 BUDGET
Revenue:				
EVENT CENTER RENTAL	20,690	17,431	20,800	<u>18,720</u>
			TOTAL REVENUES:	<u>18,720</u>
Expense:				
TRANSFER TO OTHER FUNDS	0	1,156	1,156	0
CAPITAL OUTLAY	0	15,000	30,987	15,000
CONTRACT SERVICES	10,702	11,229	12,549	11,616
MAINTENANCE	6,777	12,098	9,122	10,000
ELECTRICITY	2,405	3,500	3,870	4,257
INSURANCE	0	1,167	1,167	1,400
TELEPHONE/INTERNET	0	1,200	1,093	1,135
PROPANE	375	394	0	375
OFFICE SUPPLIES	15	21	21	<u>25</u>
			TOTAL EXPENSES:	<u>43,809</u>

POLICE DEPARTMENT

	FY18 ACTUAL	FY19 BUDGET	FY19 ACTUAL {EST}	PROPOSED FY20 BUDGET
Revenue:				
CITATIONS	34,535	31,728	41,065	<u>36,958</u>
			TOTAL REVENUES:	<u>36,958</u>
PAYROLL	112,486	112,880	119,294	119,515
FUEL	10,615	11,558	11,983	12,000
EMPLOYEE INSURANCE	654	6,528	6,400	7,680
INSURANCE	0	5,093	6,139	7,367
CAPITAL OUTLAY	15,427	10,011	7,011	7,011
VEHICLE MAINTENANCE	5,463	6,332	4,571	6,332
TELEPHONE/INTERNET	3,634	3,720	2,447	2,600
COMPUTER/INTERNET SERVICES	742	4,422	4,151	682
EDUCATION & TRAINING	590	590	590	590
OFFICE SUPPLIES	260	260	390	350
MAINTENANCE	55	75	216	200
UNIFORMS	67	180	180	200
LICENSES & PERMITS	187	200	26	125
POSTAGE & SHIPPING	20	20	14	20
OFFICE EQUIPMENT	54	400	34	<u>0</u>
			TOTAL EXPENSES:	<u>164,672</u>

FIRE DEPARTMENT

ACCOUNT TITLE	FY18 ACTUAL	FY19 BUDGET	FY19 ACTUAL (EST)	PROPOSED FY20 BUDGET
Revenue:				
FUND BALANCE			2,868	2,868
STATE GRANTS	3,744	3,369	4,000	3,600
DONATIONS	1,259	1,000	0	0
TRANSFER FROM OTHER FUNDS	4,000	11,000	11,000	8,300
			TOTAL REVENUES:	14,768
Expense:				
FIREFIGHTER REIMBURSEMENT	5,455	8,500	6,495	6,500
TELEPHONE	613	-53	-53	0
FUEL	1,272	1,767	1,169	1,200
OFFICE SUPPLIES	0	55	55	75
MAINTENANCE	1,468	2,975	404	400
UNIFORMS	74	80	0	0
COMPUTER/INTERNET SERVICES	948	950	948	948
INSURANCE	1,905	3,840	3,840	4,607
VEHICLE MAINTENANCE	995	1,085	2,211	1,000
			TOTAL EXPENSES:	14,730

STREETS AND ALLEYS

	FY18 ACTUAL	FY19 BUDGET	FY19 ACTUAL (EST)	PROPOSED FY20 BUDGET
Revenue:				
FUND BALANCE			1,233	1,233
GASOLINE/MOTOR VEHICLE TAX	3,970	3,256	3,247	2,922
STATE GRANT	0	0	0	138,738
TRANSFER IN FROM OTHER FUNDS	0	0	0	<u>23,000</u>
			TOTAL REVENUES:	165,893
Expense:				
MAINTENANCE	5,953	10,976	9,493	7,463
CAPITAL OUTLAY	1,000	0	0	<u>156,935</u>
			TOTAL EXPENSES:	164,398

PLANNING AND PRESERVATION

	FY18 ACTUAL	FY19 BUDGET	FY19 ACTUAL (EST)	PROPOSED FY20 BUDGET
Revenue:				
FUND BALANCE			47,025	47,025
USE TAX	12,004	16,000	17,611	15,850
			TOTAL REVENUES:	62,875
EDUCATION & TRAINING	0	0	170	200
MAINTENANCE	5,270	20,000	956	20,000
MISC OTHER	2,980	1,000	722	3,000
CONTRACT SERVICES	0	6,000	1,200	7,200
CAPITAL OUTLAY	0	15,000	0	15,000
			TOTAL EXPENSES:	45,400

PARKS AND RECREATION

	FY18 ACTUAL	FY19 BUDGET	FY19 ACTUAL (EST)	PROPOSED FY20 BUDGET
Revenue:				
FUND BALANCE			5,879	5,879
TRANSFER FROM OTHER FUNDS	3,108	3,500	3,997	<u>3,597</u>
			TOTAL REVENUES:	<u>9,476</u>
Expense:				
MAINTENANCE	0	5,730	1,226	<u>9,476</u>
			TOTAL EXPENSES:	<u>5,000</u>

RAINY DAY FUND

	FY18 ACTUAL	FY19 BUDGET	FY19 ACTUAL (EST)	PROPOSED FY20 BUDGET
Revenue:				
REGULAR FUND BALANCE			7,643	7,643
RESERVE FUND BALANCE			90,000	90,000
TRANSFER FROM OTHER FUNDS	3,108	93,500	93,997	3,597
TOTAL REVENUES:				<u>101,240</u>

PENALTIES AND ASSESSMENTS

ACCOUNT TITLE	FY18 ACTUAL	FY19 BUDGET	FY19 ACTUAL (EST)	PROPOSED FY20 BUDGET
Revenue:				
FUND BALANCE	80	71	80	180
PENALTY FEES	3,741	3,456	6,012	<u>5,411</u>
			TOTAL REVENUES:	5,591
Expense:				
PENALTY FEES	3,661	3,456	5,840	5,411
TRANSFER OUT TO OTHER FUNDS	0	71	80	<u>180</u>
			TOTAL EXPENSES:	5,591

NOT A REVENUE ACCOUNT -
 HOLDS AND DISBURSES CLEET &
 OSBI FUNDS COLLECTED
 FROM CITATIONS

COURT BOND

ACCOUNT TITLE	FY18 ACTUAL	FY19 BUDGET	FY19 ACTUAL (EST)	PROPOSED FY20 BUDGET
Revenue:				
FUND BALANCE	549	0	549	0
INTEREST	1	1	2	2
			TOTAL REVENUES:	<u>2</u>
Expense:				
TRANSFERS OUT TO OTHER FUNDS				2
			TOTAL EXPENSES:	<u>2</u>

NOT A REVENUE ACCOUNT -
SIMPLY HOLDS COURT BONDS
UNTIL COURT CASES ARE DISPOSED