

TOWN OF ARAPAHO, OKLAHOMA

Fiscal Year 2023/ 2024 Annual Budget

BUDGET MEMO

May 18, 2023

The 2023 / 2024 Annual Budget for the Town of Arapaho is presented, as attached, for approval by the Council in accordance with the Oklahoma Municipal Budget Act. The budget includes the following highlights for the fiscal year:

Recurring revenues are budgeted at 90%, as indicated. If collected at 100%, that will generate an additional \$12,000.

The budget includes a conservative projection of revenues in the Utility Authority, and it is recommended that council match rate increases charged by third party service provider plus include a modified CPI increase of 4%. The rate increases have not been provided to date.

An approximate pay increase of 3% has been included for all full time employees. Raises will be allocated at the discretion of the town administration.

Expenses for FY24 have been budgeted consistently with projections of prior year expense.

General Fund capital improvements include:

General Government	\$ 2,500
Police Department	35,000
Fire Department	18,000
Civil Emergency Management - Siren Project	<u>27,500</u>
	\$ 83,000

Utility Authority capital improvements: \$ 30,000

The following debt issues are included in the budget:
Utility Authority \$ 44,421

In accordance with Section 17-208, Title 11, Oklahoma Statutes, the fiscal year 2023/ 2024 budget was initially presented to Council on May 18, 2023 for consideration. A public hearing will be scheduled for Thursday June 15, 2023.

The legal level of control for the City's 2023 / 2024 budget is established at the Department level. Additional detail is provided for analysis purposes only.

If you have any questions, please contact Michelle Kauk, CPA.

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State Auditor
and Inspector

Custer

In accordance with Section 17-208, Title 11, Oklahoma Statutes, notice is hereby given the the proposed Town of Arapaho Fiscal Year 2023/2024 Annual Budget was considered at a public hearing on June 15, 2023, at 5:30 p.m. in the Arapaho Town Hall. Copies of the proposed budget are available for review in the Office of the City Clerk, _____. Notice is hereby given that the Town of Arapaho 2023/2024 Annual Budget will be adopted during a meeting of the City Council on Thursday, June 15, 2023 at 5:30 p.m. in the City Hall.

TOWN OF ARAPAHO, OKLAHOMA
Fiscal Year 2023/2024 Annual Budget (Proposed)

BUDGET SUMMARY-2023/2024

	BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	Net Change	ENDING BALANCE
GENERAL FUND	\$ 359,693	\$ 155,256	\$ (386,000)	\$ (230,744)	\$ 128,949
ENTERPRISE FUNDS					
APWA	\$ 1,064,062	\$ 734,000	\$ (657,950)	\$ 76,050	\$ 1,140,112
SPECIAL REVENUE FUNDS					
Street and Alley Fund	\$ 78,331	\$ 25,607	\$ (20,000)	\$ 5,607	\$ 83,938
Fire Fund	11,555	4,300	(5,500)	(1,200)	10,355
TOTAL SPECIAL REVENUE FUNDS	\$ 89,886	\$ 29,907	\$ (25,500)	\$ 4,407	\$ 94,293
GRAND TOTAL ALL FUNDS	\$ 1,513,641	\$ 919,163	\$ (1,069,450)	\$ (150,287)	\$ 1,363,354

**Town of Arapaho
General Fund
2023-2024 Proposed Budget**

Department	FY22 Budget	FY22 Actual	2022-2023 Budget	2023-2024 Estimated	2023-2024 Budget	10 month actual @4/30/23
Revenues:						
Sales tax	\$ 93,770	\$ 88,633	\$ 80,844	\$ 89,735	80,762	\$ 74,779
Alcoholic Beverage	7,969	7,862	7,200	7,459	6,713	6,216
Cigarette	735	699	631	629	568	524
Franchise	15,141	15,707	14,450	20,580	18,522	17,150
Use tax	31,946	34,248	31,993	31,518	28,368	26,285
Permits and fines	15,000	12,826	15,000	17,642	15,000	14,702
Tech fee	3,200	806	1,000	-	1,000	-
Licenses and fees	500	-	500	-	500	-
Rent/lease	500	-	500	12,282	500	10,235
Royalty	200	30	200	-	200	-
ARPA	-	70,124	70,124	-	-	71,589
Miscellaneous revenue	2,127	28,625	2,127	6,902	2,127	7,418
Cares Act Income	-	-	-	-	-	-
Library	-	-	-	-	-	-
Interest income	1,000	1,188	1,000	1,595	1,000	1,329
Transfer in-library	-	-	-	360	-	300
Total revenues	\$ 172,088	\$ 280,748	\$ 225,569	\$ 190,702	\$ 155,256	\$ 230,507
General Government:						
Personal service	\$ 75,000	\$ 60,830	\$ 75,000	\$ 78,022	\$ 80,500	\$ 65,018
Materials & supplies	5,500	14,710	5,500	8,558	5,500	7,132
Other services/charges	45,000	34,743	45,000	51,846	45,000	43,205
Capital outlay	2,500	25,072	2,500	-	2,500	-
\$ 128,000	\$ 135,355	\$ 128,000	\$ 138,426	\$ 133,500	\$ 115,355	
Administration:						
Personal service	\$ 2,400	\$ 2,013	\$ 2,400	\$ -	\$ 2,400	\$ -
Materials & supplies	-	-	-	-	-	-
Other services/charges	-	-	-	-	-	-
\$ 2,400	\$ 2,013	\$ 2,400	\$ -	\$ 2,400	\$ -	
Legislative/Judicial:						
Personal service	\$ 3,500	\$ -	\$ 3,500	\$ -	\$ 3,500	\$ -
Materials & supplies	-	-	-	-	-	-
Other services/charges	-	-	-	-	-	-
\$ 3,500	\$ -	\$ 3,500	\$ -	\$ 3,500	\$ -	
Public Works- Street Dept.:						
Personal service	\$ -	\$ 1,100	\$ -	\$ -	\$ -	\$ -
Materials & supplies	2,000	-	2,000	605	2,000	504
Other services/charges	-	-	-	-	-	-
Capital outlay	-	-	-	-	-	-
\$ 2,000	\$ 1,100	\$ 2,000	\$ 605	\$ 2,000	\$ 504	
Police Department:						
Personal service	\$ 54,100	\$ 51,106	\$ 54,100	\$ 54,388	\$ 56,200	\$ 45,323
Materials & supplies	8,000	8,703	8,000	2,027	8,000	1,659
Other services/charges	10,000	9,926	10,000	9,306	10,000	7,755
Capital outlay	5,000	6,735	5,000	2,840	35,000	2,840
\$ 77,100	\$ 76,470	\$ 77,100	\$ 68,561	\$ 109,200	\$ 57,807	
Fire Department:						
Personal service	\$ 1,200	\$ 60	\$ 1,200	\$ 1,872	\$ 1,200	\$ 1,560
Materials & supplies	6,000	8,889	6,000	10,626	6,000	8,855
Other services/charges	7,200	16,760	7,200	22,998	7,200	19,165
Capital outlay	18,000	13,580	18,000	12,222	18,000	12,222
\$ 32,400	\$ 39,289	\$ 32,400	\$ 47,718	\$ 32,400	\$ 41,802	
Civil Emergency Management:						
Personal service	\$ 11,065	\$ -	\$ 11,065	\$ 28,051	\$ 40,000	\$ 23,376
Materials & supplies	7,250	7,013	7,250	4,304	7,250	3,587
Other services/charges	5,250	3,060	5,250	1,498	5,250	1,248
Capital outlay	47,500	2,780	47,500	-	27,500	-
\$ 71,065	\$ 12,853	\$ 71,065	\$ 33,853	\$ 80,000	\$ 28,211	
Animal Control:						
Personal service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & supplies	1,700	131	1,700	1,696	1,700	1,413
Other services/charges	300	-	300	-	300	-
Capital outlay	-	-	-	-	-	-
\$ 2,000	\$ 131	\$ 2,000	\$ 1,696	\$ 2,000	\$ 1,413	
Park						
Personal service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & supplies	500	-	500	-	500	-
Other services/charges	500	-	500	-	500	-
Capital outlay	-	-	-	-	-	-
\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ -	
Library						
Personal service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & supplies	248	248	-	392	-	327
Other services/charges	-	-	-	-	-	-
\$ 248	\$ 248	\$ -	\$ 392	\$ -	\$ 327	
Transfers						
\$ 20,000	\$ 90,571	\$ 20,000	\$ 71,569	\$ 20,000	\$ 71,569	
Total Expenditures	\$ 339,713	\$ 358,030	\$ 339,465	\$ 362,840	\$ 386,000	\$ 316,808
Net Income	\$ (167,625)	\$ (97,284)	\$ (113,896)	\$ (172,138)	\$ (230,744)	\$ (86,301)

**Town of Arapaho
Utility Authority
2023-2024 Proposed Budget**

Department	2021-2022 Budget	FY22 Actual	2022-2023 Budget	2023-2024 Estimated	2023-2024 Budget	10 Month actual @4/30/23
Revenues:						
Water, Garbage, and Sewer	\$ 584,000	\$ 633,135	\$ 651,000	\$ 698,419	\$ 700,000	\$ 582,016
Interest income	1,300	1,586	1,300	8,228	8,000	6,857
Miscellaneous	2,000	14,129	2,000	8,784	8,000	7,320
Grant revenue	40,978	-	40,978	62,231	-	62,231
Lease Income	18,000	12,222	18,000	16,296	18,000	13,580
Total revenues	\$ 646,278	\$ 661,072	\$ 713,278	\$ 793,958	\$ 734,000	\$ 672,004
Water/Sewer Department:						
Personal service	\$ 123,600	\$ 41,864	\$ 123,600	\$ 103,357	\$ 106,450	\$ 86,131
Materials & supplies	240,000	432,436	280,000	353,863	360,000	294,886
Grant expense	-	-	-	79,426	-	79,426
Other services/charges	50,000	14,054	50,000	45,178	45,000	37,648
	\$ 413,600	\$ 488,354	\$ 453,600	\$ 581,824	\$ 511,450	\$ 498,091
Garbage						
Personal service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & supplies	-	-	-	-	-	-
Other services/charges	67,000	65,702	70,000	62,366	64,500	51,972
	\$ 67,000	\$ 65,702	\$ 70,000	\$ 62,366	\$ 64,500	\$ 51,972
Total Expenditures	\$ 480,600	\$ 554,056	\$ 523,600	\$ 644,190	\$ 575,950	\$ 550,063
Net Operating Income	\$ 165,678	\$ 107,016	\$ 189,678	\$ 149,768	\$ 158,050	\$ 121,941
Other Outflows						
Debt Service	46,000		46,000	44,220	46,000	36,850
Capital Outlay	30,000		30,000	-	30,000	-
Transfers out	6,000	(475)	6,000	600	6,000	500
Transfers out	-	70,124	-	-	-	(71,589)
	\$ 82,000	\$ 69,649	\$ 82,000	\$ 44,820	\$ 82,000	\$ (34,239)
Net Income	\$ 83,678	\$ 37,367	\$ 107,678	\$ 104,948	\$ 76,050	\$ 156,180

**Town of Arapaho
Street & Alley
2023-2024 Proposed Budget**

Department	FY22 Budget	FY22 Actual	FY23 Budget	2023-2024		FY24 Budget	10 Month Actual
				Estimated			4/30/23
Revenues:							
Gas tax	\$ 1,208	\$ 1,234	\$ 1,116	\$ 1,123		\$ 1,011	\$ 936
Vehicle tax	4,990	5,547	5,017	4,662		4,186	3,885
Interest earned	30	127	80	480		400	400
Transfer in from GF	20,000	20,000	20,000	-		20,000	-
Total revenues	\$ 26,228	\$ 26,908	\$ 26,213	\$ 6,265		\$ 25,607	\$ 5,221
Expenditures:							
Materials & supplies	\$ 10,000	\$ 8,106	\$ 10,000	\$ 14,076		\$ 10,000	\$ 11,730
Capital outlay	10,000	-	10,000	-		10,000	-
Transfer in	-	-	-	-		-	-
Transfers out - CP fund	-	-	-	-		-	-
	\$ 20,000	\$ 8,106	\$ 20,000	\$ 14,076		\$ 20,000	\$ 11,730
Total Expenditures	\$ 20,000	\$ 8,106	\$ 20,000	\$ 14,076		\$ 20,000	\$ 11,730
Net Income	\$ 6,228	\$ 18,802	\$ 6,213	\$ (7,811)		\$ 5,607	\$ (6,509)

**Town of Arapaho
Fire
2023-2024 Budget**

Department	Est 2023-2024	Budget FY24	10 Month Actual
Revenues:			
Sales tax	\$ -	\$ -	\$ -
Grants	-	4,000	-
Miscellaneous	-	-	-
Donations	-	300	-
Total revenues	\$ -	\$ 4,300	\$ -
Personal Services			
Personal Services	\$ -	\$ -	\$ -
Overage	-	-	-
Gross Salaries	-	-	-
Total Personnel Services	\$ -	\$ -	\$ -
Materials and Supplies			
Materials and Supplies	\$ -	\$ -	\$ -
Vehicle Maintenance	-	1,500	-
Supplies	-	-	-
Total Materials and Supplies	\$ -	\$ 1,500	\$ -
Other Supplies and Services			
Other Services	\$ -	\$ 4,000	\$ -
Miscellaneous	-	-	-
Dues and Publications	-	-	-
Total Other Supplies and Services	\$ -	\$ 4,000	\$ -
TOTAL EXPENDITURES	\$ -	\$ 5,500	\$ -

BUDGET ADOPTION RESOLUTION

**TOWN OF ARAPAHO, OKLAHOMA
RESOLUTION NO. 2023-5**

A RESOLUTION APPROVING THE TOWN OF ARAPAHO, OKLAHOMA BUDGET FOR THE FISCAL YEAR 2023-2024 AND ESTABLISHING BUDGET AMENDMENT AUTHORITY

WHEREAS, The Town of Arapaho has adopted the provisions of the Oklahoma Municipal Budget Act (the Act) in 11 O.S. Sections 17-201 through 17-216; and

WHEREAS, The Chief Executive Officer has prepared a budget for the fiscal year ending June 30, 2023 (FY 2023-2024) consistent with the Act; and

WHEREAS, The Act in section 17-215 provides for the chief executive officer 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 Arapaho governing body at least 30 days prior to the start of the fiscal year in compliance with Section 17-205; and

WHEREAS, The Town of Arapaho governing body has conducted a Public Hearing at least 15 days prior to the start of the fiscal year, and published notice of the Public Hearing in compliance with Section 17-208 of the Act; and

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF ARAPAHO, OKLAHOMA:

SECTION 1. The Town Council of the Town of Arapaho does hereby adopt the FY 2023-2024 Budget on the 15th day of June 2023 with total resources available in the amount of \$919,163 and total fund/departamental appropriations in the amount of \$1,069,450. Legal appropriations (spending/encumbering limits) are hereby established as follows:

Fund: Department	Appropriation Amount
General Fund:	
General government	\$135,900
Legislative	\$3,500
Street	\$2,000
Police	\$109,200
Fire	\$32,400

EMC	\$80,000
Animal Control	\$2,000
Park	\$1,000
PWA	
Water/Sewer	\$511,450
Sewer	
Trash	\$64,500
Miscellaneous	\$82,000
Street & Alley	\$20,000
Fire	\$5,500
Transfers	\$20,000

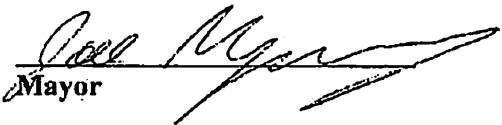
SECTION 2. The Town Council does hereby authorize the Town Clerk to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2023-2024, from one line item to another, one object category to another within a department, or one department to another within a fund, without further 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 Town Council and filed with the State Auditor and Inspector.


SECTION 4. Be it further provided that the Town Clerk is hereby authorized to take any and all actions as may be required for the implementation of these budgets.

ADOPTED BY THE TOWN BOARD OF TRUSTEES OF THE TOWN OF ARAPAHO
this 15th day of June, 2023.

TOWN OF ARAPAHO, OKLAHOMA


 Mayor

ATTEST:


 Clerk

BUDGET ADOPTION RESOLUTION

**TOWN OF ARAPAHO, OKLAHOMA
ARAPAHO PUBLIC WORKS AUTHORITY
RESOLUTION NO. 2023-6**

**A RESOLUTION APPROVING THE ARAPAHO PUBLIC WORKS AUTHORITY,
ARAPAHO, OKLAHOMA BUDGET FOR THE FISCAL YEAR 2023-2024 AND
ESTABLISHING BUDGET AMENDMENT AUTHORITY**

WHEREAS, The Town of Arapaho has adopted the provisions of the Oklahoma Municipal Budget Act (the Act) in 11 O.S. Sections 17-201 through 17-216; and

WHEREAS, The Chief Executive Officer has prepared a budget for the fiscal year ending June 30, 2023 (FY 2023-2024) consistent with the Act; and

WHEREAS, The Act in section 17-215 provides for the chief executive officer 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 Arapaho governing body at least 30 days prior to the start of the fiscal year in compliance with Section 17-205; and

WHEREAS, The Town of Arapaho governing body has conducted a Public Hearing at least 15 days prior to the start of the fiscal year, and published notice of the Public Hearing in compliance with Section 17-208 of the Act; and

**NOW, THEREFORE, BE IT RESOLVED BY THE TRUSTEES OF THE
ARAPAHO PUBLIC WORKS AUTHORITY, ARAPAHO, OKLAHOMA:**

SECTION 1. The Town Council of the Town of Arapaho does hereby adopt the FY 2023-2024 Budget on the 15th day of June 2023 with total resources available in the amount of \$919,163 and total fund/departmental appropriations in the amount of \$1,069,450. Legal appropriations (spending/encumbering limits) are hereby established as follows:

Fund: Department	Appropriation Amount
General Fund:	
General government	\$135,900
Legislative	\$3,500
Street	\$2,000
Police	\$109,200

Fire	\$32,400
EMC	\$80,000
Animal Control	\$2,000
Park	\$1,000
PWA	
Water/Sewer	\$511,450
Sewer	
Trash	\$64,500
Miscellaneous	\$82,000
Street & Alley	\$20,000
Fire	\$5,500
Transfers	\$20,000

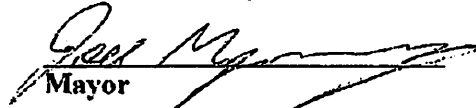
SECTION 2. The Town Council does hereby authorize the Town Clerk to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2023-2024, from one line item to another, one object category to another within a department, or one department to another within a fund, without further 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 Town Council and filed with the State Auditor and Inspector.


SECTION 4. Be it further provided that the Town Clerk is hereby authorized to take any and all actions as may be required for the implementation of these budgets.

ADOPTED BY THE ARAPAHO PUBLIC WORKS AUTHORITY BOARD OF TRUSTEES OF THE TOWN OF ARAPAHO this 15th day of June, 2023.

TOWN OF ARAPAHO, OKLAHOMA


Mayor

ATTEST:


Clerk

PROOF OF PUBLICATION CLINTON DAILY NEWS

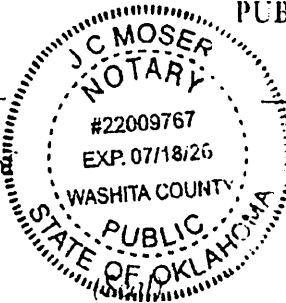
522 Avant Ave. • Clinton, OK 73601 • (580)-323-5151 • cdnlegals@swbell.net

I, Sean Stephens, of lawful age, being duly sworn upon oath, deposes and says that I am the Editor & Publisher of The Clinton Daily News, a daily publication that is a "legal newspaper" as that phrase is defined in 25 O.S. Section 106 for the City of Clinton, for the County of Custer, in the State of Oklahoma, and that the attachment hereto contains a true and correct copy of what was actually published in said legal newspaper issues on the following dates:

INSERTION DATE(S) June 7, 2023

PUBLICATION FEE.....\$164.45

Sean Stephens



J.C. Moser

Publisher

Signed and sworn to before me this 7th day of June, 2023.

Notary Public

My Commission expires: 07/18/2026
Commission #22009767

(Proof modified to fit on 8 1/2 x 11 page)

LEGAL NOTICE NO. LPXLP 27419
(Published in The Clinton Daily News June 7, 2023)

**NOTICE OF BUDGET HEARING
TOWN OF ARAPAHO, OKLAHOMA
Fiscal Year 2023/2024 Annual Budget (Proposed)**

In accordance with Section 17-208, Title 11, Oklahoma Statutes, notice is hereby given the proposed Town of Arapaho Fiscal Year 2023-2024 Annual Budget was considered at a public hearing on June 15, 2023, at 5:30 p.m. in the Arapaho Community Building. Copies of the proposed budget are available for review in the Office of the City Clerk, ARAPAHO, OK. Notice is hereby given that the Town of Arapaho 2023/2024 Annual Budget will be adopted during a meeting of the City Council on Thursday, June 15, 2023 at 5:30 p.m. in the Community Building.

**TOWN OF ARAPAHO, OKLAHOMA
Fiscal Year 2023/2024 Annual Budget (Proposed)**

Budget Summary-2023/2024

	BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	Net Change	ENDING BALANCE
GENERAL FUND	\$359,693	\$155,256	(\$394,500)	(\$239,244)	\$120,449
Revenues					
Taxes		134,929			
Licenses and Permits		500			
Fines		15,000			
ARPA		-			
Other		4,827			
Expenditures					
General			(133,500)		
Administrative			(2,400)		
Legislative			(3,500)		
Street			(2,000)		
Police			(109,200)		
Fire			(32,400)		
Emergency management			(88,500)		
Animal control			(2,000)		
Park			(1,000)		
Transfers			(20,000)		

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ENTERPRISE FUNDS

APWA

Revenues	\$1,064,062	\$734,000	(\$657,950)	\$76,050	\$1,140,112
Water, Garbage, Sewer		700,000			
Lease income		18,000			
Other		16,000			
Expenses					
Water, Gas, Sewer			(\$11,450)		
Garbage			(64,500)		
Debt service			(46,000)		
Capital Outlay			(30,000)		
Transfers			(6,000)		

SPECIAL REVENUE FUNDS

Street and Alley Fund	\$78,331	\$25,607	(\$20,000)	\$5,607	\$83,938
Fire					

GRAND TOTAL ALL FUNDS

	\$1,502,086	\$914,863	(\$1,072,450)	(\$157,587)	\$1,344,499
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