

TOWN OF ARAPAHO, OKLAHOMA
Fiscal Year 2019/ 2020 Annual Budget

BUDGET MEMO

May 14, 2019

The 2019 / 2020 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 providers. 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 FY20 have been budgeted consistently with projections of prior year expense.

General Fund capital improvements include:

General Government	\$ 2,500
Police Department	5,000
Fire Department	18,000
Civil Emergency Management - Siren Project	<u>47,500</u>
	\$ 73,000

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 2019/ 2020 budget was initially presented to Council on May 16, 2019 for consideration. A public hearing will be scheduled for Thursday June 6, 2019.

The legal level of control for the City's 2019 / 2020 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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In accordance with Section 17-208, Title 11, Oklahoma Statutes, notice is hereby given the the proposed Town of Arapaho Fiscal Year 2019/2020 Annual Budget was considered at a public hearing on June 6, 2019, 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 2019/2020 Annual Budget will be adopted during a meeting of the City Council on Thursday, June 6, 2019 at 5:30 p.m. in the City Hall.

TOWN OF ARAPAHO, OKLAHOMA
Fiscal Year 2019/2020 Annual Budget (Proposed)

BUDGET SUMMARY-2019/2020

	BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	Net Change	ENDING BALANCE
GENERAL FUND	<u>\$ 456,400</u>	<u>\$ 168,869</u>	<u>\$ (309,745)</u>	<u>\$ (140,876)</u>	<u>\$ 315,524</u>
ENTERPRISE FUNDS					
APWA	<u>\$ 557,745</u>	<u>\$ 529,796</u>	<u>\$ (492,421)</u>	<u>\$ 37,375</u>	<u>\$ 595,120</u>
TOTAL ENTERPRISE FUNDS	<u>\$ 557,745</u>	<u>\$ 529,796</u>	<u>\$ (492,421)</u>	<u>\$ 37,375</u>	<u>\$ 595,120</u>
SPECIAL REVENUE FUNDS					
Street and Alley Fund	<u>\$ 15,265</u>	<u>\$ 25,814</u>	<u>\$ (20,000)</u>	<u>\$ 5,814</u>	<u>\$ 21,079</u>
TOTAL SPECIAL REVENUE FUNDS	<u>\$ 15,265</u>	<u>\$ 25,814</u>	<u>\$ (20,000)</u>	<u>\$ 5,814</u>	<u>\$ 21,079</u>
GRAND TOTAL ALL FUNDS	<u>\$ 1,029,410</u>	<u>\$ 724,479</u>	<u>\$ (822,166)</u>	<u>\$ (97,687)</u>	<u>\$ 931,723</u>

**Town of Arapaho
General Fund
2019-2020 Proposed Budget**

Department	2017-2018 Budget	2017-2018 Actual	2018-2019 Budget-final	Est 2020	2019-2020 Budget	10 month actual @4/30/19
Revenues:						
Sales tax	\$ 58,208	\$ 68,892	\$ 64,202	\$ 75,804	68,223	\$ 63,170
Alcoholic Beverage	4,672	5,193	5,455	6,133	5,520	5,111
Cigarette	1,094	801	681	828	583	521
Franchise	13,174	15,577	16,883	16,308	14,677	13,590
Use tax	16,033	18,751	20,138	35,854	32,359	29,962
Permits and fines	45,000	55,892	49,000	61,633	40,000	51,381
Tech fee	2,638	3,188	2,590	-	3,200	2,580
Licenses and fees	500	-	500	-	500	-
Grants	-	-	-	-	-	-
CEM Grants	-	-	1,000	-	-	-
Rent/lease	525	9,475	500	48	500	40
Royalty	200	134	200	-	200	-
Miscellaneous revenue	4,627	18,958	2,287	2,381	2,127	1,967
Interest income	1,000	2,431	1,208	1,447	1,000	1,208
Total revenues	\$ 148,971	\$ 195,202	\$ 173,600	\$ 200,314	\$ 168,869	\$ 169,518
General Government:						
Personal service	\$ 35,000	\$ 38,885	\$ 45,000	\$ 32,888	\$ 48,350	\$ 27,408
Materials & supplies	5,500	2,055	7,100	7,180	5,500	5,987
Other services/charges	53,000	63,831	48,000	48,084	43,000	38,403
Capital outlay	18,500	5,110	15,000	-	2,500	-
	\$ 110,000	\$ 109,881	\$ 113,100	\$ 88,131	\$ 97,350	\$ 71,778
Administration:						
Personal service	\$ 2,400	\$ 1,850	\$ 2,400	\$ 1,541	\$ 2,400	\$ 1,284
Other services/charges	500	-	-	-	-	-
	\$ 2,900	\$ 1,850	\$ 2,400	\$ 1,541	\$ 2,400	\$ 1,284
Legislative/Judicial:						
Personal service	\$ 3,500	\$ 1,068	\$ 3,500	\$ 1,200	\$ 3,500	\$ 1,000
	\$ 3,500	\$ 1,068	\$ 3,500	\$ 1,200	\$ 3,500	\$ 1,000
Public Works- Street Dept.:						
Personal service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & supplies	2,000	-	2,000	-	2,000	-
	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ 2,000	\$ -
Police Department:						
Personal service	\$ 48,000	\$ 52,272	\$ 51,000	\$ 48,895	\$ 52,530	\$ 40,748
Materials & supplies	11,500	7,438	10,000	6,130	10,000	5,109
Other services/charges	11,000	8,123	12,500	14,238	12,500	11,885
Capital outlay	5,000	5,667	5,000	4,190	5,000	3,482
	\$ 73,500	\$ 73,500	\$ 78,500	\$ 73,454	\$ 80,030	\$ 61,212
Fire Department:						
Personal service	\$ 1,200	\$ -	\$ 1,200	\$ -	\$ 1,200	\$ -
Materials & supplies	7,000	7,189	6,900	6,823	6,000	5,770
Other services/charges	7,700	11,205	9,200	9,582	5,200	7,885
Capital outlay	18,000	18,486	18,000	18,497	18,000	13,747
	\$ 33,900	\$ 34,880	\$ 35,300	\$ 33,002	\$ 30,400	\$ 27,501
Civil Emergency Management:						
Personal service	\$ 11,085	\$ -	\$ 11,085	\$ -	\$ 11,085	\$ -
Materials & supplies	7,250	2,953	7,250	1,782	7,250	1,485
Other services/charges	5,250	4,732	5,250	2,087	5,250	1,739
Capital outlay	47,500	-	47,500	-	47,500	-
	\$ 71,085	\$ 7,685	\$ 71,085	\$ 3,868	\$ 71,085	\$ 3,224
Animal Control:						
Personal service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & supplies	1,000	325	1,000	456	1,700	380
Other services/charges	300	-	300	-	300	-
	\$ 1,300	\$ 325	\$ 1,300	\$ 456	\$ 2,000	\$ 380
Park						
Personal service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & supplies	500	-	500	-	500	-
Other services/charges	500	-	500	-	500	-
	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ -
Library						
Personal service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & supplies	500	-	500	-	-	389
Other services/charges	500	394	-	-	-	-
	\$ 1,000	\$ 394	\$ 500	\$ -	\$ -	\$ 389
Transfers						
	\$ -	\$ -	\$ 20,000	\$ -	\$ 20,000	\$ -
Other Financing Uses:						
Grant Expense CEM	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 300,165	\$ 229,383	\$ 328,685	\$ 199,653	\$ 309,745	\$ 186,786
Net Income	\$ (153,484)	\$ (34,181)	\$ (155,085)	\$ 681	\$ (140,876)	\$ 2,752

**Town of Arapaho
Street & Alley
2019-2020 Proposed Budget**

Department	2017-2018 Budget	2017-2018 Actual	2018-2019 Final Budget	Est 2020	2019-2020 Budget	10 Month Actual
Revenues:						
Gas tax	\$ 1,271	\$ 1,529	\$ 1,248	\$ 1,334	\$ 1,248	\$ 1,223
Vehicle tax	5,000	5,663	4,536	5,126	4,536	4,700
Misc-Grants	-	-	-	-	-	-
Interest earned	30	30	30	36	30	35
Transfer in from GF	40,000	-	20,000	-	20,000	-
Total revenues	\$ 46,301	\$ 7,222	\$ 25,814	\$ 6,499	\$ 25,814	\$ 5,958
Materials & supplies	\$ 5,000	\$ 5,070	\$ 5,000	4,584	\$ 5,000	\$ 4,202
Capital outlay	40,000	25,306	15,000	-	15,000	-
	\$ 45,000	\$ 30,376	\$ 20,000	\$ 4,584	\$ 20,000	\$ 4,202
Total Expenditures	\$ 45,000	\$ 30,376	\$ 20,000	\$ 4,584	\$ 20,000	\$ 4,202
Net Income	\$ 1,301	\$ (23,154)	\$ 5,814	\$ 1,915	\$ 5,814	\$ 1,756

**Town of Arapaho
Utility Authority
2019-2020 Proposed Budget
For Fiscal Year 2019-2020**

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Department	2017-2018 Budget	2017-2018 Actual	2018-2019 Budget Final	Est 2020	2019-2020 Budget	10 Month actual @4/30/19
Revenues:						
Water, Garbage, and Sewer	\$ 500,000	\$ 501,977	\$ 500,000	\$ 511,342	\$ 510,000	\$ 426,118
Interest Income	1,300	2,552	1,300	3,403	1,300	2,836
Miscellaneous	9,500	11,412	6,500	1,699	2,000	1,416
Grant revenue	-	-	-	-	-	-
Lease Income	-	16,496	16,496	16,496	16,496	13,747
Total revenues	\$ 510,800	\$ 532,437	\$ 524,296	\$ 532,940	\$ 529,796	\$ 444,117
Water/Sewer Department:						
Personal service	\$ 111,700	\$ 107,517	\$ 108,700	\$ 110,666	\$ 114,000	\$ 92,222
Materials & supplies	195,500	368,959	203,500	182,650	183,000	152,208
Grant expense	-	-	-	-	-	-
Other services/charges	51,500	51,500	41,500	50,551	50,000	42,126
	\$ 358,700	\$ 527,976	\$ 353,700	\$ 343,867	\$ 347,000	\$ 286,556
Garbage						
Personal service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & supplies	-	-	-	-	-	-
Other services/charges	82,950	69,525	67,950	63,840	65,000	53,200
	\$ 82,950	\$ 69,525	\$ 67,950	\$ 63,840	\$ 65,000	\$ 53,200
Total Expenditures	\$ 441,650	\$ 597,501	\$ 421,650	\$ 407,707	\$ 412,000	\$ 339,756
Net Operating Income	\$ 69,150	\$ (65,064)	\$ 102,646	\$ 125,233	\$ 117,796	\$ 104,361
Other Outflows						
Debt Service	66,896	53,845	58,896	41,484	44,421	55,547
Capital Outlay	30,000	25,713	30,000	32,126	30,000	23,173
Transfers out	1,800	-	6,000	-	6,000	1,500
	\$ 98,696	\$ 79,558	\$ 94,896	\$ 73,610	\$ 80,421	\$ 80,220
Net Income	\$ (29,546)	\$ (144,622)	\$ 7,750	\$ 51,623	\$ 37,375	\$ 24,141

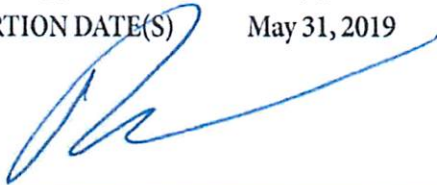
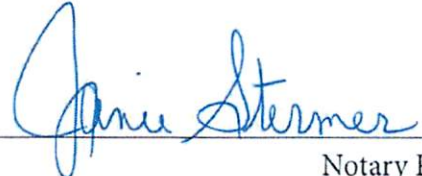
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I, Rodney J. Serfoss, of lawful age, being duly sworn upon oath, deposes and says that I am the Editor & Publisher of The Clinton Daily News, a daily publication that is a "legal newspaper" as that phrase is defined in 25 O.S. Section 106 for the City 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) May 31, 2019

PUBLICATION FEE.....\$ 89.70

Publisher

Notary Public

Signed and sworn to before me this 31st day
May, 2019.

My Commission expires: 02/06/2022
Commission #14001132



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

LEGAL NOTICE NO. LPXLP 25432
(Published in The Clinton Daily News May 31, 2019)

In accordance with Section 17-208, Title 11, Oklahoma Statutes, notice is hereby given the proposed Town of Arapaho fiscal Year 2019/2020 Annual Budget was considered at a public hearing on June 6, 2019, at 5:15 p.m. in the Arapaho Town Hall. Copies of the proposed budget are available for review in the Office of the City Clerk, Mary Ann Morris. Notice is hereby given that the Town of Arapaho 2019/2020 Annual Budget will be adopted during a meeting of the City Council on Thursday, June 6, 2019 at 5:30 p.m. in the City Hall.

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