

TOWN OF LEEDEY, OKLAHOMA

Fiscal Year 2024/ 2025 Annual Budget

BUDGET MEMO

May 8, 2024

The 2024 / 2025 Annual Budget for the Town of Leedey 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:

Expenses for FY25 have been budgeted consistently with projections of prior year expense. The Utility Authority expenses have been split by department for FY25 per USDA request.

General Fund capital improvements include:

General Government	\$	5,000
Fire Department		-
General fund		-
	\$	5,000

Utility Authority capital improvements:

\$ -

A utility rate increase of 20% would add approximately \$44,625 to PWA revenues.

The budget includes a 3% salary increase for employees for fiscal year 2025 and 7% retirement contribution

Most of our municipalities have a 25-35% profit margin on Water and Sewer services.

In accordance with Section 17-208, Title 11, Oklahoma Statutes, the fiscal year 2024 / 2025 budget was initially presented to Council on May 10, 2024 for consideration. A public hearing will be scheduled for Tuesday, June 4, 2024.

The legal level of control for the City's 2024 / 2025 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.

RECEIVED

JUL 31 2024

State Auditor
and Inspector

Dewey

**Town of Leedey
General Fund
2024-2025 Proposed Budget**

Department	2022-2023 Budget	2022-2023 Actual	2023-2024 Budget	2023 - 2024 Projected	2024 - 2025 Budget	10 month actual
Revenues:						
Sales tax	\$ 142,019	\$ 144,637	\$ 132,020	\$ 142,564	\$ 128,308	\$ 118,803
Alcoholic Beverage	28,258	31,309	28,246	29,884	26,896	24,903
Cigarette	1,066	987	869	874	787	728
Franchise	8,180	11,121	10,368	11,292	10,163	9,410
Use tax	30,731	33,838	30,693	39,188	35,269	32,657
Permits and fines	400	205	400	1,614	400	1,345
Licenses and fees	-	36	-	24	-	20
Rent/lease	4,000	1,360	800	4,392	800	3,660
Royalty	2,500	2,717	2,500	1,382	2,500	1,152
Miscellaneous revenue	1,500	997	1,500	1,136	1,500	947
ARPA	46,423	39,053	-	-	-	-
Fire Grant	-	10,053	-	-	-	9,994
REAP	-	-	-	-	76,200	-
CDBG	-	104,794	-	-	-	-
Interest income	100	2,336	1,500	3,386	1,500	2,822
Transfer In	-	23,000	24,000	-	-	-
Total revenues	\$ 265,177	\$ 406,443	\$ 232,896	\$ 235,736	\$ 284,323	\$ 206,441
General Government:						
Personal service	\$ 64,895	\$ 60,534	\$ 75,000	\$ 66,470	\$ 91,000	\$ 55,392
Materials & supplies	12,000	14,386	15,000	6,662	10,000	5,552
Other services/charges	25,500	50,752	25,500	35,792	25,500	29,827
Capital outlay	-	21,093	25,000	-	5,000	-
	\$ 102,395	\$ 146,765	\$ 140,500	\$ 108,924	\$ 131,500	\$ 90,771
Police Department:						
Personal service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & supplies	50	25	50	733	600	611
Other services/charges	25,000	24,000	25,000	24,000	25,000	20,000
	\$ 25,050	\$ 24,025	\$ 25,050	\$ 24,733	\$ 25,600	\$ 20,611
Fire Department:						
Personal service	\$ 3,020	\$ 3,369	\$ 3,600	\$ 3,840	\$ 3,600	\$ 3,200
Materials & supplies	300	3,223	300	4,129	2,500	3,441
Other services/charges	2,400	58	4,000	600	2,500	500
Capital outlay	-	-	-	2,575	2,000	2,146
	\$ 5,720	\$ 6,650	\$ 7,900	\$ 11,144	\$ 10,600	\$ 9,287
Park						
Personal service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Materials & supplies	-	-	-	-	-	-
Other services/charges	5,500	5,211	5,500	5,720	5,500	4,767
	\$ 5,500	\$ 5,211	\$ 5,500	\$ 5,720	\$ 5,500	\$ 4,767
Transfers	\$ 41,100	\$ 175,857	\$ 40,000	\$ -	\$ 41,000	\$ 85,554
Other Financing Uses:						
Grant Expense REAP (to Street and Alley)	\$ -	-	-	\$ -	\$ 76,200	\$ -
Total Expenditures	\$ 179,765	\$ 358,508	\$ 218,950	\$ 150,521	\$ 290,400	\$ 210,990
Net Income	\$ 85,412	\$ 47,935	\$ 13,946	\$ 85,215	\$ (6,077)	\$ (4,549)
BEGINNING FUND BALANCE - estimated	\$ 354,335	\$ 354,335	\$ 402,270	328,780	\$ 327,462	402,270
ENDING FUND BALANCE - estimated	\$ 439,747	\$ 402,270	\$ 416,216	\$ 413,995	\$ 321,385	\$ 397,721

**Town of Leedey
Utility Authority
2024-2025 Proposed Budget**

Department	2022-2023 Budget	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Proposed	10 Months Actual
Revenues:						
Water	\$ 194,831	\$ 207,382	\$ 203,000	\$ 194,036	\$ 194,000	\$ 161,697
Water 3% increase (passed in April)	9,742	-	10,556	-	5,821	-
Sewer	30,766	29,820	29,500	29,092	29,500	24,243
Sewer 10% increase (passed in April)	1,538	-	1,534	-	2,909	-
Garbage	54,824	56,898	54,300	54,244	54,300	45,203
Garbage	2,741	-	2,823	-	-	-
Penalty	6,300	-	5,000	4,994	5,000	4,162
Interest income	200	-	-	-	-	-
Miscellaneous	1,500	5,726	100	1,338	1,300	1,115
Investment income	100	3,167	700	840	800	700
Transfers	12,000	56,007	10,000	23,148	24,000	19,290
Grant-CDBG	273,000	-	-	-	-	-
Total revenues	\$ 587,542	\$ 359,000	\$ 317,513	\$ 307,692	\$ 317,630	\$ 256,410
Expenses						
Administration Department						
Personal service	\$ 37,500	\$ 44,646	\$ 38,300	\$ 40,922	\$ 46,425	34,102
Materials & supplies	9,800	-	5,000	9,358	9,000	7,798
Other services/charges	21,000	-	15,000	13,678	15,000	11,398
Capital Outlay	5,000	-	5,000	-	-	-
	73,300	44,646	63,300	63,958	70,425	53,298
Water/Sewer Department:						
Personal service	\$ 37,500	\$ 180,173	\$ 38,300	\$ 40,922	\$ 46,425	34,102
Materials & supplies	97,000	-	100,000	105,256	106,000	87,713
Other services/charges	27,750	-	19,750	12,406	12,000	10,338
Capital Outlay	5,000	-	5,000	-	-	-
	\$ 167,250	\$ 180,173	\$ 163,050	\$ 158,584	\$ 164,425	\$ 132,153
Garbage						
Personal service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Other services/charges	57,900	57,642	59,500	58,918	59,500	49,098
	\$ 57,900	\$ 57,642	\$ 59,500	\$ 58,918	\$ 59,500	\$ 49,098
Total Expenditures	\$ 298,450	\$ 282,461	\$ 285,850	\$ 281,460	\$ 294,350	\$ 234,549
Net Operating Income	\$ 289,092	\$ 76,539	\$ 31,663	\$ 26,232	\$ 23,280	\$ 21,861
Other Outflows						
Debt Service	\$ 2,353	\$ 2,353	\$ 2,353	\$ -	\$ 2,353	\$ 1,961
Debt service	21,408	21,408	21,408	-	21,408	17,840
Bad Debt Expense	-	-	-	-	-	-
Grant expense	273,000	-	-	-	-	-
Grant match	20,000	-	-	-	-	-
Transfers out	30,000	30,700	30,000	-	30,000	30,044
	\$ 346,761	\$ 54,461	\$ 53,761	\$ -	\$ 53,761	\$ 49,845
Net Income	\$ (57,669)	\$ 22,078	\$ (22,098)	\$ 26,232	\$ (30,481)	\$ (27,984)
BEGINNING FUND BALANCE - estimated	218,490		91,695	53,195	53,195	
ENDING FUND BALANCE - estimated	\$ 160,821	\$ 22,078	\$ 69,597	\$ 79,427	\$ 22,714	

**Town of Leedey
Infrastructure Repair
2024-2025 Proposed Budget**

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Department	2022-2023 Budget	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget	10 Month Actual
Revenues:						
Grant Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc	-	-	-	-	-	-
Interest earned	138	1,191	800	1,652	800	1,377
Transfer in-GF	36,000	54,000	36,000	55,200	54,000	46,000
Transfer in-PWA	-	14,000	-	-	-	6,000
Total revenues	\$ 36,138	\$ 69,191	\$ 36,800	\$ 56,852	\$ 54,800	\$ 53,377
 Grant expense	 \$ -	 \$ -	 \$ -	 \$ -	 \$ -	 \$ -
Transfers out -	25,000	37,935	36,000	18,840	24,000	15,700
	\$ 25,000	\$ 37,935	\$ 36,000	\$ 18,840	\$ 24,000	\$ 15,700
 Total Expenditures	 \$ 25,000	 \$ 37,935	 \$ 36,000	 \$ 18,840	 \$ 24,000	 \$ 15,700
 Net Income	 \$ 11,138	 \$ 31,256	 \$ 800	 \$ 38,012	 \$ 30,800	 \$ 37,677

Town of Leedey
Street & Alley
2024-2025 Proposed Budget

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Department	2022-2023 Budget	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Proposed	10 Month Actual
Revenues:						
Gas tax	\$ 677	\$ 728	\$ 631	\$ 720	\$ 648	90% \$ 600
Vehicle tax	3,002	2,963	2,619	2,845	2,561	90% 2,371
Misc				-	-	-
Transfers	4,100	15,000	10,000	12,000	12,000	10,000
Total revenues	<u>\$ 7,779</u>	<u>\$ 18,691</u>	<u>\$ 13,250</u>	<u>\$ 15,565</u>	<u>\$ 15,209</u>	<u>\$ 12,971</u>
Materials & supplies	\$ 7,000	\$ 15,229	\$ 12,000	14,754	\$ 12,000	\$ 12,295
Capital outlay	-	-	-	-	-	-
	<u>\$ 7,000</u>	<u>\$ 15,229</u>	<u>\$ 12,000</u>	<u>\$ 14,754</u>	<u>\$ 12,000</u>	<u>\$ 12,295</u>
Total Expenditures	<u>\$ 7,000</u>	<u>\$ 15,229</u>	<u>\$ 12,000</u>	<u>\$ 14,754</u>	<u>\$ 12,000</u>	<u>\$ 12,295</u>
Net Income	\$ 779	\$ 3,462	\$ 1,250	\$ 811	\$ 3,209	\$ 676

Town of Leedey
Fire
2024-2025 Budget

Department	2022-2023 Budget	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Proposed	10 Month Actual
Revenues:						
Grants	\$ -	\$ 10,053	\$ -	\$ 9,994	\$ 9,994	9,994
Donations	200	-	200	-	-	-
Miscellaneous	845	-	845	-	-	-
Total revenues	\$ 1,045	\$ 10,053	\$ 1,045	\$ 9,994	\$ 9,994	\$ 9,994
 Materials and Supplies	 \$ -	 \$ 8,426	 \$ -	 \$ -	 \$ -	 \$ -
Supplies	2,200	-	2,200	7,379	9,994	6,149
Total Materials and Supplies	\$ 2,200	\$ 8,426	\$ 2,200	\$ 7,379	\$ 9,994	\$ 6,149
 TOTAL EXPENDITURES	 \$ 2,200	 \$ 8,426	 \$ 2,200	 \$ 7,379	 \$ 9,994	 \$ 6,149
 Net Income	 \$ (1,155)	 \$ 1,627	 \$ (1,155)	 \$ 2,615	 \$ -	 \$ 3,845

Town of Leedey
Cemetery
2024-2025 Proposed Budget

Department	2022-2023 Budget	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Proposed	10 Month Actual
Revenues:						
Donations	\$ 200	\$ 600	\$ 200	\$ -	\$ 500	\$ -
Lot sales	-	-	-	-	-	438
Royalty	-	7	-	-	-	-
Total revenues	<u>\$ 200</u>	<u>\$ 607</u>	<u>\$ 200</u>	<u>\$ -</u>	<u>\$ 500</u>	<u>\$ 438</u>
Materials & supplies	\$ 1,200	\$ 1,010	\$ 1,200	2,460	\$ 1,200	\$ 2,050
Transfer in	(1,000)		(1,000)	(6,000)	(1,000)	(5,000)
	<u>\$ 200</u>	<u>\$ 1,010</u>	<u>\$ 200</u>	<u>\$ (3,540)</u>	<u>\$ 200</u>	<u>\$ (2,950)</u>
Total Expenditures	<u>\$ 200</u>	<u>\$ 1,010</u>	<u>\$ 200</u>	<u>\$ (3,540)</u>	<u>\$ 200</u>	<u>\$ (2,950)</u>
Net Income	\$ -	\$ (403)	\$ -	\$ 3,540	\$ 300	\$ 3,388

Town of Leedey
Cemetery Care
2024-2025 Proposed Budget

Department	2022-2023 Budget	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget	10 Month Actual
Revenues:						
Royalty	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc	-	-	-	-	-	-
Interest earned	30	150	90	259	90	216
Total revenues	\$ 30	\$ 150	\$ 90	\$ 259	\$ 90	\$ 216
Materials & supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers out - Cemetery savings	-	-	-	-	-	-
Total Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net Income	\$ 30	\$ 150	\$ 90	\$ 259	\$ 90	\$ 216

**Town of Leedey
Community Building
2024-2025 Proposed Budget**

Department	2022-2023 Actual	2023-2024 Budget	2023- 2024 Projected	2024-2025 Budget	10 Month Actual
Revenues:					
Rent	\$ 1,050	\$ 1,500	\$ 1,416	\$ 1,000	\$ 1,180
Misc	-	-	-	-	-
Interest earned	-	-	-	-	-
Total revenues	\$ 1,050	\$ 1,500	\$ 1,416	\$ 1,000	\$ 1,180
 Materials & supplies	 \$ -	 \$ 2,500	 \$ -	 \$ -	 \$ -
Other services and charges	11,703	1,500	12,724	4,000	10,603
Capital Outlay	-	-	-	-	-
Transfer in	(12,700)	(4,000)	(12,000)	(4,000)	(10,000)
Transfers out -	-	-	-	-	-
	\$ (997)	\$ -	\$ 724	\$ -	\$ 603
Total Expenditures	\$ (997)	\$ -	\$ 724	\$ -	\$ 603
 Net Income	 \$ 2,047	 \$ 1,500	 \$ 692	 \$ 1,000	 \$ 577

**Town of Leedey
Museum
2024-2025 Proposed Budget**

Department	2022-2023 Budget	2022-2023 Actual	2023-2024 Budget	2023-2024 Projected	2024-2025 Budget
Revenues:					
Donation	\$ 50	\$ 107	\$ 10	\$ -	\$ 10
Misc	10		-	-	-
Transfers	-	5,000		5,400	-
Total revenues	\$ 60	\$ 5,107	\$ 10	\$ 5,400	\$ 10
Supplies	\$ 15	\$ 5,215	\$ 215	\$ 6,200	15
	-		-	-	-
Total Expenditures	\$ 15	\$ 5,215	\$ 215	\$ 6,200	\$ 15
Net Income	\$ 45	\$ (108)	\$ (205)	\$ (800)	\$ (5)

BUDGET ADOPTION RESOLUTION

TOWN OF LEEDEY, OKLAHOMA
RESOLUTION NO. 2024-02

A RESOLUTION APPROVING THE TOWN OF LEEDEY, OKLAHOMA BUDGET FOR THE FISCAL YEAR 2024-2025 AND ESTABLISHING BUDGET AMENDMENT AUTHORITY

WHEREAS, The Town of Leedey 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, 2025 (FY 2024-2025) 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 Leedey 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 Leedey 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 LEEDEY, OKLAHOMA:

SECTION 1. The Town Council of the Town of Leedey does hereby adopt the FY 2024-2025 Budget on the 4th day of June 2024 with total resources available in the amount of \$1,435,586 and total fund/departmental appropriations in the amount of \$660,173. Legal appropriations (spending/encumbering limits) are hereby established as follows:

Fund:	Appropriation
Department	Amount
General Fund:	
General government	\$131,500
Police	\$25,600
Fire	\$10,600
Parks	\$5,500
Transfers and grants	\$117,200

PWA	
Admin	\$70,425
Water/Sewer	\$164,425
Garbage	\$59,500
Debt service	\$23,761
Street and Alley	\$12,000
Fire	\$9,994
Cemeter	\$200
Community Building	\$0
Infrastructure repair	\$0
Museum	\$15
Meter	\$600
Grants and transfers	\$28,853

SECTION 2. The Town Council does hereby authorize the Town Clerk to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2024-2025, 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 LEEDEY this 4th day of June, 2024.

TOWN OF LEEDEY, OKLAHOMA

Ray M. Clendon
Mayor

ATTEST:

Cindy Thomas
Clerk

AFFIDAVIT OF PUBLICATION

County of Dewey, State of Oklahoma

The Vici Vision

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Vici, OK 73859
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Town of Leedey
Proposed Budget FY 2024/2025

I, Tonya Randall, of lawful age, being duly sworn upon oath, deposes and says that I am the Publisher of The Vici Vision, 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 Vici, for the County of Dewey, 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:

May 23, 2024

PUBLICATION FEE: \$108.45

Calculation measurement:

135 words, 93 tabular lines, 3 columns, 1 insertions

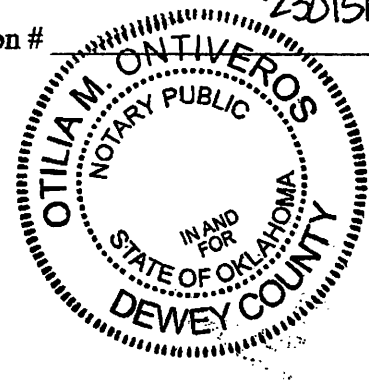

Tonya Randall, Publisher

Signed and sworn to before me on this 23rd day of May, 2024.


Notary Public

(SEAL) My Commission expires: 11-15, 2027.

Commission # 23015120



LEGAL NOTICE

(Published in The Vici Vision on May 23, 2024)

In accordance with Section 17-208, Title 11, Oklahoma Statutes, notice is hereby given the the proposed Town of Leedey Fiscal Year 2024/2025 Annual Budget was considered at a public hearing on June 4, 2024, at 7pm. in the Leedey Town Hall. Copies of the proposed budget are available for review in the Office of the Town Clerk, Cindy Thomas . Notice is hereby given that the Town of Leedey 2024/2025 Annual Budget will be adopted during a meeting of the City Council on Tuesday, June 4, 2024 at 7:00 p.m. in the City Hall.

TOWN OF LEEDEY, OKLAHOMA Fiscal Year 2024/2025 Annual Budget (Proposed)

BUDGET SUMMARY-2024/2025

	BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	Net Change	ENDING BALANCE
GENERAL FUND	\$ 322,256	\$ 284,323	\$ (285,400)	\$ (1,077)	\$ 321,179
Revenues:					
Taxes		201,423			
Licenses and permits		400			
Other Revenues		6,300			
Grants		76,200			
Expenditures:					
General			(126,500)		
Police			(25,600)		
Fire			(10,600)		
Park			(5,500)		
Transfers			(41,000)		
Grants			(76,200)		
ENTERPRISE FUNDS					
LPWA (Includes Infrastructure Repair)	\$ 225,761	\$ 354,325	\$ (314,261)	\$ 40,064	\$ 265,825
Meter Fund	16,810	1,200	(600)	600	17,410
Revenues					
Water		232,807			
Sewer		35,318			
Garbage		54,300			
Other		33,100			
Expenses					
Water			(99,625)		
Sewer			(62,875)		
Garbage			(59,500)		
Debt Service			(92,261)		
Transfers			(600)		
TOTAL ENTERPRISE FUNDS	\$ 242,571	\$ 355,525	\$ (314,861)	\$ 40,664	\$ 283,235
SPECIAL REVENUE FUNDS					
Street and Alley Fund	\$ 5,259	\$ 3,209	\$ -	\$ 3,209	\$ 8,468
Fire Fund	9,965	9,994	(9,994)	-	9965
Cemetery	4,857	500	(200)	300	5157
Cemetery Care	16,548	90	-	90	16638
Museum	898	10	(15)	(5)	893
Community Building	488	1,000	-	1000	1488
PWA Short-Lived Asset Savings	51,534	29,553	(28,853)	700	52234
PWA Debt Service Reserve	5,613	2,453		2453	8066
TOTAL SPECIAL REVENUE FUNDS	\$ 95,162	\$ 46,809	\$ (39,062)	\$ 7,747	\$ 102,909
GRAND TOTAL ALL FUNDS	\$ 659,989	\$ 686,657	\$ (639,323)	\$ 47,334	\$ 707,323

LPXLP