

TOWN OF SEILING, OKLAHOMA
Fiscal Year 2024 / 2025 Annual Budget

BUDGET MEMO

May 13, 2024

The 2024 / 2025 Annual Budget for the Town of Seiling is presented, as attached, for approval by the Council in accordance with the Oklahoma Municipal Budget Act. It includes the following highlights for the fiscal year:

- Recurring tax revenues are budgeted at 90% of current year projected amounts to be conservative. If fully collected as projected in the current year, these revenues will generate an additional \$176,755
- The budget includes a 3.7% CPI utility rate increase. This rate increase will generate approximately \$43,223 in additional revenues.
- The budget includes an increase includes a budgeted total amount of \$14,375 for merit based employee raises. The total cost of the employee raises is approximately \$16,484. Currently the Town provides 100% health insurance coverage, dental, vision, and life insurance for all full time employees and 50% of dependent costs. The annual cost of these benefits is \$68,494.
- Proposed Capital requests are detailed in the budget totaling \$1,842,060. Should all requested capital projects be included in the budget, the Town would show a net loss of <\$2,282,628> for FY25 and leave ~\$774,000 remaining in cash reserves.

	<u>Capital Outlay</u>	<u>Funding source</u>
General Government	\$ 100,000	Operations
Fire Department	6,000	Operations
Parks Department	100,000	Operations/Reserves
Streets Department	456,060	Grants 272,728; Operations 183,332
Gas Department	30,000	Operations
Sewer Department	320,000	Loan Proceeds 250K; Operations 70,000
Water Department	830,000	Loan Proceeds 250K; RIG Grant 48K; OWRB REAP 99K; Operations 433K
SEDA Fund	-	Donations
TOTAL CAPITAL OUTLAY	<u>\$ 1,842,060</u>	

Debt service payments include:

2023 Bonds	<u>258,804</u>	Estimate
Total Debt Service	<u>\$ 258,804</u>	

The legal level of control for the Town'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 Russ Meacham, CPA.

In accordance with Section 17-208, Title 11, Oklahoma Statutes, notice is hereby given the the proposed Town of Seiling Fiscal Year 2024 / 2025 Annual Budget will be considered at a public hearing on Monday, June 10, 2024 at 6:10pm. Copies of the proposed budget are available for review in the Office of the City Clerk, at Seiling City Hall.

Notice is hereby given that the Town of Seiling 2024 / 2025 Annual Budget will be adopted during a meeting of the Town Council on Monday, June 10, 2024 during the Regular Meeting.

TOWN OF SEILING, OKLAHOMA
Fiscal Year 2024 / 2025 Annual Budget

BUDGET SUMMARY

	BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	TRANSFERS	Net Change	ENDING BALANCE
GENERAL FUND	\$ 1,943,323	\$ 2,034,726	\$ (1,413,614)	\$ (603,742)	\$ 17,370	\$ 1,960,693
ENTERPRISE FUNDS						
Public Works Authority	\$ 840,485	\$ 1,891,150	\$ (2,291,168)	\$ -	\$ (400,018)	\$ 440,467
SPECIAL REVENUE FUNDS						
Economic Development Authority	\$ 23,600	\$ 10,020	\$ (10,000)	\$ -	\$ 20	\$ 23,620
GRAND TOTAL ALL FUNDS	\$ 2,807,408	\$ 3,935,896	\$ (3,714,782)	\$ (603,742)	\$ (382,628)	\$ 2,424,780

Town of Seiling, Oklahoma
Fiscal Year 2024 / 2025 Annual Budget
Annual Budget
General Fund

	ACTUAL	AMENDED	PROJECTED	PROPOSED	
	2022-2023	BUDGET	YTD	BUDGET	
		2023-2024	2023-2024	2024-2025	
OPERATING REVENUES					
Taxes					
Sales Tax	1,516,358	1,305,886	1,341,645	1,207,481	90%
Use Tax	281,194	265,361	297,325	267,592	90%
Franchise Tax	53,701	39,006	51,591	46,432	90%
Cigarette Tax	10,237	9,434	8,515	7,664	90%
Gasoline Excise Tax	1,482	1,287	1,468	1,321	90%
Licenses and Permits	5,469	3,000	1,890	3,000	
Intergovernmental					
Alcohol Beverage Tax	63,524	57,852	61,207	55,086	90%
Motor Vehicle Excise	6,116	5,342	5,802	5,222	90%
Fire Department Grant	10,053	4,500	9,994	4,500	
Grants	418,670	-	-	272,728	*
Charge for Services					
Gate Receipts	5,547	2,000	1,596	2,000	
Scheduled Parties	798	1,000	540	1,000	
Concessions	3,067	1,000	1,510	1,000	
Community Center Lease	2,075	2,500	1,770	2,500	
Fines and Forfeitures					
Restricted Fee	25,069	25,000	32,944	25,000	
	2,327	3,000	4,170	3,000	
Other Revenues					
Hotel/Motel Tax	23,001	21,550	19,000	17,100	90%
Oil Royalties	374	200	191	200	
Hospital Facility Rent	3,850	4,200	3,780	4,200	
Reimbursements	23,705	-	20,953	25,000	
Chester Water Sales	50,161	35,000	16,654	15,000	
Refund Prior Expenses	133	-	-	-	
Brazil Land Lease	-	2,700	-	2,700	
Fire Donations	62,512	-	-	-	
Splash Pad Loan proceeds	-	95,000	-	-	
Other	30,746	10,000	70,495	10,000	
TOTAL OPERATING REVENUES	2,600,169	1,894,818	1,953,040	1,979,726	
OPERATING EXPENSES					
General Government					
Personal Services	96,609	106,460	105,871	106,460	
Materials and Supplies	3,899	5,000	1,411	5,000	
Other Services and Charges	81,055	60,000	132,977	70,000	
Capital Outlay	-	-	-	100,000	
Hotel/Motel Cap Exp	-	21,550	19,000	17,100	
Total General Government	181,563	193,010	259,259	298,560	
Clerical Department					
Personal Services	104,666	124,693	114,212	124,693	
Materials and Supplies	9,962	9,500	9,394	9,500	
Other Services and Charges	33,313	27,500	40,927	40,000	
Capital Outlay	-	-	6,117	-	
Total Clerical Department	147,941	161,693	170,650	174,193	

Town of Seiling, Oklahoma
Fiscal Year 2024 / 2025 Annual Budget
Annual Budget
General Fund

	ACTUAL 2022-2023	AMENDED BUDGET 2023-2024	PROJECTED YTD 2023-2024	PROPOSED BUDGET 2024-2025
<i>Continued</i>				
Fire Department				
Personal Services	7,841	9,926	10,651	9,926
Materials and Supplies	3,411	3,500	2,274	3,500
Other Services and Charges	70,612	13,500	13,102	13,500
Capital Outlay	4,737	6,000	6,000	6,000
Total Fire Department	86,601	32,926	32,027	32,926
Law Enforcement				
Personal Services	5,500	6,000	5,400	6,000
Materials and Supplies	1,500	1,000	-	1,000
Other Services and Charges	67,994	70,000	67,236	70,000
Capital Outlay	8,101	3,000	4,170	3,000
Total Law Enforcement	83,095	80,000	76,806	80,000
Municipal Pool				
Personal Services	19,828	31,489	29,136	31,489
Materials and Supplies	9,217	10,000	2,696	10,000
Other Services and Charges	3,848	6,000	3,082	6,000
Capital Outlay	-	-	1,398	100,000
Total Municipal Pool	32,893	47,489	36,312	147,489
Parks and Rec				
Personal Services	48,205	95,336	56,339	95,336
Materials and Supplies	6,951	10,000	7,325	10,000
Other Services and Charges	7,537	6,500	8,726	6,500
Capital Outlay	-	195,000	13,569	-
Debt Service				
Splash Pad - 4 years - estimate only - 5% interest	-	24,000	-	-
Total Parks and Recs	62,693	330,836	85,959	111,836
Animal Control				
Materials and Supplies	1,050	1,500	154	1,500
Other Services and Charges	775	1,000	316	1,000
Total Animal Control	1,825	2,500	470	2,500
Street and Alley				
Personal Services	20,371	-	307	-
Materials and Supplies	16,347	15,000	11,506	15,000
Other Services and Charges	57,151	55,000	55,145	55,000
Capital Outlay	196,923	175,000	9,724	456,060
Total Street and Alley	290,792	245,000	76,682	526,060
Airport				
Other Services and Charges	512	1,000	488	1,000
Total Airport	512	1,000	488	1,000

Town of Seiling, Oklahoma
Fiscal Year 2024 / 2025 Annual Budget
Annual Budget
General Fund

	ACTUAL	AMENDED	PROJECTED	PROPOSED
	2022-2023	BUDGET 2023-2024	YTD 2023-2024	BUDGET 2024-2025
<i>Continued</i>				
Library				
Materials and Supplies	2,742	250	66	250
Other Services and Charges	2,487	2,000	3,380	2,000
Capital Outlay	-	-	-	-
Total Library	5,229	2,250	3,446	2,250
Civil Defense				
Materials and Supplies	683	1,500	566	1,500
Other Services and Charges	493	1,000	-	1,000
Total Civil Defense	1,176	2,500	566	2,500
Community Center				
Materials and Supplies	163	300	97	300
Other Services and Charges	5,043	9,000	4,733	9,000
Total Community Center	5,206	9,300	4,830	9,300
Hospital				
Materials and Supplies				
Other Services and Charges	24,112	25,000	20,056	25,000
Total Hospital	24,112	25,000	20,056	25,000
TOTAL EXPENDITURES	923,638	1,133,504	767,551	1,413,614
REVENUES OVER (UNDER) EXPENDITURES	1,676,531	761,314	1,185,489	566,112
<i>Continued</i>				
OTHER FINANCING SOURCES (USES)				
Interest Income	22,285	15,000	58,655	55,000
Transfers -in SPWA - 2% Sales Tax	755,678	652,943	670,823	603,741
Transfers in - Other	6,000		6,000	-
Transfer out - Other	(679,220)	-	-	-
Transfer Out - SPWA - 2% Sales Tax	(755,678)	(652,943)	(670,823)	(603,741)
Transfer Out - Hospital - 1% Sales Tax	(377,840)	(326,472)	(335,412)	(301,871)
Transfer Out - Nursing - 1% Sales Tax	(377,840)	(326,472)	(335,412)	(301,871)
Seiling Economic Development Authority	-	-	(8,000)	-
TOTAL OTHER FINANCING SOURCES (USES)	(1,406,615)	(637,944)	(614,169)	(548,742)
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	269,916	123,370	571,320	17,370
BEGINNING FUND BALANCE - estimated	1,462,331	1,732,247	1,732,247	1,943,323
ENDING FUND BALANCE - estimated	1,732,247	1,855,617	2,303,567	1,960,693

Seiling Public Works Authority
Fiscal Year 2024 / 2025 Annual Budget
Annual Budget

	ACTUAL 2022-2023	AMENDED BUDGET 2023-2024	PROJECTED YTD 2023-2024	PROPOSED BUDGET 2024-2025
OPERATING REVENUES				
Gas Revenues	244,490	250,154	292,810	292,810
Rate Increase 3.7% (CPI =3.7%)	-	13,008	-	10,834
Sewer Revenues	142,273	144,544	149,778	149,778
Rate Increase 3.7% (CPI =3.7%)	-	7,516	-	5,542
Trash Revenues	317,148	316,454	334,153	334,153
Rate Increase 3.7% (CPI =3.7%)	-	16,456	-	12,364
Water Revenues	407,696	410,111	391,427	391,427
Rate Increase 3.7% (CPI =3.7%)	-	21,326	-	14,483
Penalties	17,142	8,500	7,916	8,500
Land Lease	1,500	1,500	1,500	1,500
Other Revenues	205	500	192,836	500
ODOT Reimbursement	-	-	315,636	-
Loan Proceeds - Industrial Park Lines	-	-	-	513,759 **
RIG Grant	60,800	75,000	49,619	48,000 *
OWRB/REAP Grant - Water	-	-	-	99,000 *
TOTAL OPERATING REVENUES	1,191,254	1,265,069	1,735,675	1,882,650
OPERATING EXPENSES				
General Government				
Personal Services	-	-	404	500
Other Services and Charges	29,746	30,000	25,991	30,000
Total General Government	29,746	30,000	26,395	30,500
Clerical Department				
Personal Services	52,341	51,413	49,248	51,413
Materials and Supplies	9,528	8,500	9,313	9,500
Other Services and Charges	18,447	25,000	27,993	28,000
Total Clerical Department	80,316	84,913	86,554	88,913
Gas Department				
Personal Services	41,603	48,974	38,330	48,974
Materials and Supplies	10,689	25,000	4,325	25,000
Gas Purchased for Resale	116,499	118,423	164,218	136,640
Other Services and Charges	11,446	11,000	12,132	11,000
Capital Outlay	11,231	5,000	506,987	-
Industrial Park	-	-	-	30,000
Total Gas Department	191,468	208,397	725,992	251,614
Sewer Department				
Personal Services	47,252	59,312	48,863	59,312
Materials and Supplies	7,302	6,500	4,783	6,500
Other Services and Charges	8,921	10,000	8,431	10,000
Capital Outlay	76,000	70,000	-	70,000
ARPA Capital Outlay	-	-	-	-
Industrial Park	-	-	12,050	250,000
Total Sewer Department	139,475	145,812	74,127	395,812
Trash Department				
Other Services & Charges	218,542	225,000	232,769	235,000
Total Trash Department	218,542	225,000	232,769	235,000

Seiling Public Works Authority
Fiscal Year 2024 / 2025 Annual Budget
Annual Budget

	ACTUAL 2022-2023	AMENDED BUDGET 2023-2024	PROJECTED YTD 2023-2024	PROPOSED BUDGET 2024-2025
<i>Continued</i>				
Water Department				
Personal Services	63,520	69,025	65,009	69,025
Materials and Supplies	58,533	55,000	50,224	55,000
Other Services and Charges	62,712	65,000	76,201	75,000
Capital Outlay	77,309	385,000	118,216	580,000 *
Industrial Park	685,420	-	12,050	250,000
Debt Service				
Bonds, P&I (2013- 2039)	199,166	199,658	199,166	258,804
Total Water Department	1,146,660	773,683	520,866	1,287,829
TOTAL OPERATING EXPENDITURES	1,806,207	1,467,805	1,666,703	2,289,668
OPERATING INCOME (LOSS)	(614,953)	(202,736)	68,972	(407,018)
NON-OPERATING REVENUES (EXPENSES)				
Interest Income	12,526	1,500	8,798	8,500
Trustee fees	-	(1,500)	-	(1,500)
TOTAL OTHER FINANCING SOURCES (USES)	12,526	-	8,798	7,000
INCOME (LOSS) BEFORE OPERATING	(602,427)	(202,736)	77,770	(400,018)
OPERATING TRANSFERS IN (OUT)				
Transfer In - Gen Fund 2% Sales Tax	755,678	652,943	684,121	603,741
Transfer in - Gen Fund Operations	-	-	-	-
Transfer Out - General Fund 2% Sales Tax	(755,678)	(652,943)	(684,121)	(603,741)
Transfer Out - Other	679,220	-	(71)	-
TOTAL TRANSFERS IN (OUT)	679,220	-	(71)	-
NET INCOME (LOSS)	76,793	(202,736)	77,699	(400,018)
BEGINNING RETAINED EARNINGS	763,692	840,485	840,485	840,485
ENDING RETAINED EARNINGS	840,485	637,749	918,184	440,467

GROSS PROFIT BY DEPARTMENT - Excludes Capital Outlay				
Gas Revenues	244,490	263,162	292,810	303,644
Gas Expenses	180,237	203,397	219,005	221,614
Gross Profit	64,253	59,765	73,805	82,030
GP %	26%	23%	25%	27%
Sewer Revenues	142,273	152,060	149,778	155,320
Sewer Expenses	63,475	75,812	74,127	75,812
Gross Profit	78,798	76,248	75,651	79,508
GP %		50%	51%	51%
Trash Revenues	317,148	332,910	334,153	346,517
Trash Expenses	218,542	225,000	232,769	235,000
Gross Profit	98,606	107,910	101,384	111,517
GP %	31%	32%	30%	32%
Water Revenues	407,696	431,437	391,427	405,910
Water Expenses	1,069,351	388,683	402,650	457,829
Gross Profit	(661,655)	42,754	(11,223)	(51,919)
GP %	-162%	10%	-3%	-13%
Total SPWA - Including Admin - Revenue	1,128,954	1,188,569	1,368,920	1,220,391
Total SPWA - Including Admin - Expenses	1,641,667	1,007,805	1,041,500	1,109,668
Gross Profit	(512,713)	180,764	327,420	110,723
GP %	-45%	15%	24%	9%

Seiling Economic Development Authority

Fiscal Year 2024 / 2025 Annual Budget

Annual Budget

	ACTUAL 2022-2023	AMENDED BUDGET 2023-2024	PROJECTED YTD 2023-2024	PROPOSED BUDGET 2024-2025
OPERATING REVENUES				
Donation Revenue	15,807	10,000	13,807	10,000
Other Revenues	23	-	-	-
TOTAL OPERATING REVENUES	15,830	10,000	13,807	10,000
OPERATING EXPENSES				
Economic Development Authority				
Other Services and Charges	5,754	10,000	5,754	10,000
Capital Outlay	-	20,000	-	-
Total Economic Development Authority	5,754	30,000	5,754	10,000
TOTAL OPERATING EXPENDITURES	5,754	30,000	5,754	10,000
OPERATING INCOME (LOSS)	10,076	(20,000)	8,053	-
NON-OPERATING REVENUES (EXPENSES)				
Interest Income	-	20	22	20
TOTAL OTHER FINANCING SOURCES (USES)	-	20	22	20
INCOME (LOSS) BEFORE OPERATING	10,076	(19,980)	8,075	20
OPERATING TRANSFERS IN (OUT)				
Transfer in - General Fund	-	-	-	-
TOTAL TRANSFERS IN (OUT)	-	-	-	-
NET INCOME (LOSS)	10,076	(19,980)	8,075	20
BEGINNING RETAINED EARNINGS	21,056	31,132	31,132	23,600
ENDING RETAINED EARNINGS	31,132	11,152	39,207	23,620

RESOLUTION # 2024-5

(RESOLUTION SPWA # 2024-5)

(RESOLUTION SEDA #2024-5)

TOWN OF SEILING, OKLAHOMA

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

WHEREAS, The Town of Seiling 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 office of the City, 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 Seiling 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 Seiling 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 SEILING, OKLAHOMA:

SECTION 1. The Town Council of the Town of Seiling does hereby adopt the FY 2024-2025 Budget on the 10th day of June 2024 with total resources available in the amount **\$6,743,304** and total fund/departmental appropriations in the amount of **\$3,714,782** Legal appropriations (spending/encumbering limits) are hereby established as follows:

Fund: Department	Appropriation Amount
General Fund:	\$ 1,413,614
Public Works Authority:	\$ 2,291,168
Economic Development Authority	\$ 10,000


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.

The undersigned hereby certify that the foregoing resolution was duly adopted and approved by the Mayor/City Council of the Town of Seiling Authority on the 10th day of June 2024.


Mayor




City Clerk / Secretary

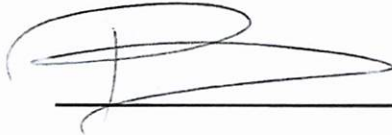
PROOF OF PUBLICATION

State of Oklahoma,)
County of Dewey,)

Paul Laubach, of lawful age, being duly sworn and authorized, says that he is Publisher of The Dewey County Record, a weekly newspaper published in the Town of Seiling, Dewey County, Oklahoma, a newspaper qualified to publish Legal Notices, advertisements and publications as provided in Section 106 of Title 25, Oklahoma Statutes 1971, as amended, and complies with all other requirements of the laws of Oklahoma with reference to legal publications.

That said notice, a true copy of which is attached hereto, was published in the regular edition of said newspaper during the period and time of publication, and not in a supplement, on the following dates:

1st Publication: May 30, 2024
2nd Publication:
3rd Publication:
4th Publication:



Subscribed and sworn to before me this 30th day of May, 2024.

My Commissions Expires:

Lindsay Looney
7/29/24

Commission #

2000 9119



Publication Fee: \$240.00

Publisher's Address:
The Dewey County Record
P.O. Box 664
Okeene, OK 73663

Legal Notice

Published in The Dewey County Record, Thurs., May 30, 2024

In accordance with Section 17-208, Title 11, Oklahoma Statutes, notice is hereby given the proposed Town of Seiling Fiscal Year 2024 / 2025 Annual Budget will be considered at a public hearing on Monday, June 10, 2024 at 6:10 pm. Copies of the proposed budget are available for review in the Office of the City Clerk, at Seiling City Hall.

Notice is hereby given that the Town of Seiling 2024 / 2025 Annual Budget will be adopted during a meeting of the Town Council on Monday, June 10, 2024 during the Regular Meeting.

TOWN OF SEILING, OKLAHOMA Fiscal Year 2024 / 2025 Annual Budget BUDGET SUMMAR

		BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	TRANSFERS	NET CHANGE	ENDING BALANCE
GENERAL FUND		\$1,943,323	\$2,034,726	\$(1,413,614)	\$(603,742)	17,370	\$1,960,693
	Revenues						
	Taxes		1,530,490				
	Licenses & permits		3,000				
	Intergovernmental		337,536				
	Charges for Services		6,500				
	Fines		28,000				
	Other Revenues		129,200		603,741		
	Expenditures			(298,560)	(1,207,483)		
	General		(298,560)				
	Clerical		(174,193)				
	Fire		(32,926)				
	Law Enforcement		(80,000)				
	Municipal Pool		(147,489)				
	Parks		(111,836)				
	Animal Control		(2,500)				
	Street & Alley		(526,060)				
	Airport		(1,000)				
	Library		(2,250)				
	Civil Defense		(2,500)				
	Community Center		(9,300)				
	Hospital		(25,000)				
		BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	TRANSFERS	NET CHANGE	ENDING BALANCE
ENTERPRISE FUNDS		\$840,485	\$1,891,150	\$(2,291,168)	\$0	\$(400,018)	\$440,467
	Revenues						
	Gas		303,644				
	Sewer		155,320				
	Trash		346,517				
	Water		405,910				
	Other		19,000		603,741		
	Intergovernmental		660,759				
	Expenses						
	General Government			(32,000)	(603,741)		
	Clerical			(88,913)			
	Gas			(251,614)			
	Sewer			(395,812)			
	Trash			(235,000)			
	Water			(1,287,829)			
SPECIAL REVENUE FUNDS							
Economic Development Authority		\$23,600	\$10,020	\$(10,000)	\$0	\$20	\$23,620
GRAND TOTAL ALL FUNDS		\$2,807,408	\$3,935,896	\$(3,714,782)	\$(603,742)	\$(382,628)	\$2,424,780