

RESOLUTION # 2015-4

TOWN OF SEILING, OKLAHOMA

A RESOLUTION APPROVING THE TOWN OF SEILING, OKLAHOMA BUDGET FOR THE FISCAL YEAR 2015-2016 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, 2016 (FY 2015-2016) 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 2015-2016 Budget on the 8th day of June 2015 with total resources available in the amount of \$3,634,375 and total fund/departmental appropriations in the amount of \$2,608,261. Legal appropriations (spending/encumbering limits) are hereby established as follows:

Fund: Department	Appropriation Amount
General Fund:	\$1,543,234
Public Works Authority:	\$1,065,027

SECTION 2. The Town Council does hereby authorize the Town Clerk to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2015-2016, 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 on the 8th day of June, 2015.

Sharon Feuerborn
City Clerk / Secretary

[Signature]
Mayor



[Signature]

TOWN OF SEILING, OKLAHOMA
Fiscal Year 2015 / 2016 Annual Budget

BUDGET MEMO

June 5, 2015

The 2015/2016 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 revenues are budgeted at 90%, as indicated. If collected at 100%, that will generate around \$114,000.

The budget includes a 3% rate increase for all utility services of the Town to cover the cost of providing such services. This increase would generate an estimated \$29,475. For comparison, a 1% increase would generate around \$9,825.

A 2% cost-of-living increase is budgeted for all full-time employees at an estimated cost of \$7k for the Town.

General Fund Capital Outlay budgeted includes \$183,099 as requested by the departments. Department requests are provided in detail on the Capital Outlay Detail provided with this budget.

Seiling Public Works Authority Capital Outlay includes \$121,800 as requested by the departments. These requests are outlined in the Capital Outlay Detail provided.

Continued debt service payments include:

2013 Bonds	\$ 200,196
Bobcat (Split between Water & Sewer)	18,781
Backhoe (Water)	14,918
Pickup (Gas)	<u>6,109</u>
Total Debt Service	<u>\$ 240,004</u>

The legal level of control for the Town's 2015/ 2016 budget is established at the Department level. Additional detail is provided for analysis purposes only.

If you have any questions, please contact Russ Meacham or Garret Long.

In accordance with Section 17-208, Title 11, Oklahoma Statutes, notice is hereby given the the proposed Town of Seiling Fiscal Year 2015 / 2016 Annual Budget will be considered at a public hearing on Monday, June 8, 2015 at 6:00pm. Copies of the proposed budget are available for review in the Office of the City Clerk, PO Box 1043, Seiling, Oklahoma 73663.

Notice is hereby given that the Town of Seiling 2015 / 2016 Annual Budget will be adopted during a meeting of the Town Council on Monday, June 8, 2014 during the Regular Meeting.

TOWN OF SEILING, OKLAHOMA
Fiscal Year 2015 / 2016 Annual Budget

BUDGET SUMMARY

	BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	Net Change	ENDING BALANCE
GENERAL FUND	\$ 650,000	\$ 1,617,899	\$ (1,543,233)	\$ 74,665	\$ 724,665
ENTERPRISE FUNDS					
Public Works Authority	\$ 350,000	\$ 1,018,477	\$ (1,065,027)	\$ (46,550)	\$ 303,450
GRAND TOTAL ALL FUNDS	\$ 1,000,000	\$ 2,636,375	\$ (2,608,261)	\$ 28,115	\$ 1,028,115

Town of Seiling, Oklahoma
Fiscal Year 2015 / 2016
Annual Budget
General Fund

	ACTUAL 2013/2014	AMENDED BUDGET 2014-2015	PROJECTED YTD 2014-2015	PROPOSED BUDGET 2015-2016	
OPERATING REVENUES					
Taxes					
Sales Tax	664,914	702,900	806,038	725,434	90%
Use Tax	55,543	221,332	276,344	248,710	90%
Franchise Tax	43,851	46,595	55,703	50,133	90%
Cigarette Tax	7,717	6,991	9,289	8,360	90%
Gasoline Excise Tax	1,553	1,378	1,592	1,433	90%
Licenses and Permits	962	1,400	1,946	1,800	
Intergovernmental					
Alcohol Beverage Tax	33,171	30,280	33,148	29,833	90%
Motor Vehicle Excise	6,550	5,969	6,506	5,855	90%
Fire Department Grant	4,474	11,158	11,158	4,000	
Grants	5,794		-	-	
Charge for Services					
Gate Receipts	6,129	3,000	2,813	3,000	
Scheduled Parties	560	1,000	1,152	1,000	
Concessions	3,207	1,500	1,892	1,500	
Community Center Lease	2,950	1,750	3,522	2,500	
Fines and Forfeitures	106,806	100,000	130,658	115,000	
Restricted Fee	11,886	12,000	16,244	13,500	
Other Revenues					
Hotel/Motel Tax	16,284	22,361	31,137	28,023	90%
Interest	1,951	2,000	2,560	2,500	
Sales and Use Tax Interest	-	100	60	100	
Oil Royalties	906	1,000	508	500	
Health insurance reimbursement	4,292	5,000	-	-	
Sale of assets	4,476	-	-	-	
Refund Prior Expenses	19,325	8,060	8,524	8,000	
Other	16,941	3,500	6,502	4,000	
TOTAL OPERATING REVENUES	1,020,242	1,189,274	1,407,298	1,255,181	
OPERATING EXPENSES					
General Government					
Personal Services	44,853	90,500	85,637	84,500	
Materials and Supplies	2,681	3,000	2,254	3,000	
Other Services and Charges	66,941	70,000	57,845	65,000	
Capital Outlay	-	-	257	5,000	
Total General Government	114,475	163,500	145,993	157,500	
Clerical Department					
Personal Services	45,126	50,500	52,074	54,000	
Materials and Supplies	8,043	9,000	3,750	4,500	
Other Services and Charges	14,340	28,000	30,183	30,000	
Total Clerical Department	67,509	87,500	86,008	88,500	

Town of Seiling, Oklahoma

Fiscal Year 2015 / 2016

Annual Budget

General Fund

	ACTUAL 2013/2014	AMENDED BUDGET 2014-2015	PROJECTED YTD 2014-2015	PROPOSED BUDGET 2015-2016
Fire Department				
Personal Services	8,248	11,000	12,153	12,250
Materials and Supplies	11,994	6,500	10,578	11,000
Other Services and Charges	3,930	8,000	4,639	5,000
Total Fire Department	24,172	25,500	27,370	28,250
Law Enforcement				
Personal Services	106,616	156,500	148,091	156,500
Materials and Supplies	8,366	10,000	8,913	9,000
Other Services and Charges	21,905	31,700	13,252	21,500
Capital Outlay	-	-	-	3,499
Debt Service - Car	4,481	20,413	-	-
Total Law Enforcement	141,368	226,569	170,256	190,499
Municipal Pool				
Personal Services	25,186	25,000	18,521	25,000
Materials and Supplies	8,285	10,000	1,237	10,000
Other Services and Charges	4,145	3,500	1,009	3,500
Capital Outlay	-	-	-	47,600
Total Municipal Pool	37,616	38,500	20,767	86,100
Parks and Rec				
Personal Services	817	20,000	6,529	10,000
Materials and Supplies	2,049	2,500	1,112	2,500
Other Services and Charges	4,833	5,000	4,623	5,000
Capital Outlay	-	-	8,337	5,000
Total Parks and Recs	7,699	27,500	12,264	17,500
Economic Development (Hotel / Motel)				
Personal Services	-	-	-	-
Materials and Supplies	-	-	-	-
Other Services and Charges	7,035	130	91	100
Capital Outlay	-	-	-	-
Total Economic Development	7,035	130	91	100
Animal Control				
Materials and Supplies	74	750	177	500
Other Services and Charges	3,131	2,500	2,208	2,500
Total Animal Control	3,205	3,250	2,385	3,000
Street and Alley				
Personal Services	1,507	20,000	26,008	38,000
Materials and Supplies	9,319	10,000	11,926	12,000
Other Services and Charges	50,299	45,000	53,946	54,000
Capital Outlay	-	2,100	8,182	97,500
Total Street and Alley	61,125	77,100	100,062	201,500

Town of Seiling, Oklahoma

Fiscal Year 2015 / 2016

Annual Budget

General Fund

	ACTUAL 2013/2014	AMENDED BUDGET 2014-2015	PROJECTED YTD 2014-2015	PROPOSED BUDGET 2015-2016
Airport				
Other Services and Charges	1,144	800	403	800
Capital Outlay	-	-	-	16,000
Total Airport	<u>1,144</u>	<u>800</u>	<u>403</u>	<u>16,800</u>
Library				
Materials and Supplies	162	500	365	500
Other Services and Charges	6,116	5,000	2,438	5,000
Total Library	<u>6,278</u>	<u>5,500</u>	<u>2,803</u>	<u>5,500</u>
Civil Defense				
Materials and Supplies	1,257	-	695	-
Other Services and Charges	449	750	139	750
Capital Outlay	-	-	91	-
Total Civil Defense	<u>1,706</u>	<u>750</u>	<u>925</u>	<u>750</u>
Community Center				
Materials and Supplies	324	800	65	800
Other Services and Charges	5,535	5,000	3,879	5,000
Capital Outlay	-	1,500	-	16,000
Total Community Center	<u>5,859</u>	<u>7,300</u>	<u>3,944</u>	<u>21,800</u>
TOTAL EXPENDITURES	<u>479,191</u>	<u>663,899</u>	<u>573,271</u>	<u>817,799</u>
REVENUES OVER (UNDER) EXPENDITURES	541,050	525,375	834,027	437,382
OTHER FINANCING SOURCES (USES)				
Transfers-out				
SPWA - Operations	-	-	(50,000)	-
SPWA - 2% Sales Tax	(327,450)	(351,450)	(400,400)	(362,717)
Hospital - 1% Sales Tax	(163,725)	(175,725)	(200,200)	(181,359)
Nursing - 1% Sales Tax	(163,725)	(175,725)	(200,200)	(181,359)
Total transfers out	<u>(654,900)</u>	<u>(702,900)</u>	<u>(850,799)</u>	<u>(725,434)</u>
Transfers-in	<u>327,450</u>	<u>251,450</u>	<u>-</u>	<u>362,717</u>
TOTAL OTHER FINANCING SOURCES (USES)	<u>(327,450)</u>	<u>(451,450)</u>	<u>(850,799)</u>	<u>(362,717)</u>
Depreciation Expense	(74,473)			
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	139,127	73,925	(16,772)	74,665
BEGINNING FUND BALANCE	<u>536,094</u>	<u>610,000</u>	<u>675,221</u>	<u>650,000</u>
ENDING FUND BALANCE	<u>675,221</u>	<u>683,925</u>	<u>658,449</u>	<u>724,665</u>

Seiling Public Works Authority
Fiscal Year 2015 / 2016
Annual Budget

	ACTUAL 2013/2014	AMENDED BUDGET 2014-2015	PROJECTED YTD 2014-2015	PROPOSED BUDGET 2015-2016
OPERATING REVENUES				
Gas Revenues	308,776	360,000	305,777	305,000
Rate Increase 3%	-	5,400	-	9,173
Sewer Revenues	114,468	115,000	122,499	122,000
Rate Increase 3%	-	1,725	-	3,675
Trash Revenues	181,826	180,000	192,498	190,000
Rate Increase 3%	-	2,700	-	5,775
Water Revenues	346,205	338,000	361,784	360,000
Rate Increase 3%	-	4,950	-	10,854
Penalties	11,851	10,985	10,409	10,000
Other Revenues	53,001	500	1,418	1,000
Loan Proceeds	-	29,520	29,520	-
CDBG Grant (water well drilling)	-	-	-	-
REAP Grant (water well)	-	39,940	-	-
TOTAL OPERATING REVENUES	1,016,127	1,088,720	1,023,906	1,017,477
OPERATING EXPENSES				
General Government				
Personal Services	741	-	1,771	-
Other Services and Charges	21,699	21,000	18,643	21,000
Capital Outlay	-	-	-	56,000
Total General Government	22,440	36,765	20,414	77,000
Clerical Department				
Personal Services	80,723	91,000	82,840	91,000
Materials and Supplies	8,349	9,000	7,113	8,000
Other Services and Charges	13,211	14,000	15,320	15,000
Capital Outlay	-	7,214	-	1,500
Total Clerical Department	102,283	121,214	105,273	115,500
Gas Department				
Personal Services	54,336	62,000	58,998	60,000
Materials and Supplies	9,499	10,000	10,159	10,000
Gas Purchased for Resale	153,512	173,000	135,806	139,881
Other Services and Charges	8,373	7,500	5,768	6,500
Debt Service-Pickup Truck-Gas Dept	968	6,109	6,109	6,109
Depreciation	9,285	-	-	-
Capital Outlay	-	125,000	45,135	3,800
Total Gas Department	235,973	383,609	261,976	226,290
Sewer Department				
Personal Services	52,608	57,000	44,556	45,000
Materials and Supplies	12,951	12,000	8,818	10,000
Other Services and Charges	6,533	10,000	5,812	10,000
Capital Outlay	1,303	-	522	40,500
Debt Service	909	-	-	-
Bobcat	1,213	9,753	9,937	9,937
Truck (F250) - \$22,200 @ 4% (\$409 mo)	-	4,906	-	4,906
Depreciation	16,998	-	-	-
Total Sewer Department	92,515	93,659	69,645	120,343
Trash Department				
Other Services & Charges	117,346	125,000	114,861	118,307
Total Trash Department	117,346	125,000	114,861	118,307

Seiling Public Works Authority
Fiscal Year 2015 / 2016
Annual Budget

	ACTUAL 2013/2014	AMENDED BUDGET 2014-2015	PROJECTED YTD 2014-2015	PROPOSED BUDGET 2015-2016
Water Department				
Personal Services	73,344	76,000	77,326	77,000
Materials and Supplies	38,030	40,000	40,508	40,000
Other Services and Charges	33,437	45,000	51,762	40,000
Depreciation/Amortization	73,952	-	-	-
Capital Outlay	1,459	-	275,000	20,000
Ford F250 Pickup	-	29,520	-	-
Membranes, etc. - REAP grant	-	39,940	-	-
Water Lines / Well	-	146,350	-	-
Water Lines / Well - Hospital	-	59,190	-	-
Debt Service	-	-	-	-
Bonds, P&I (2013)	133,086	190,098	190,098	200,196
Bobcat	1,213	8,844	8,844	8,844
Backhoe	-	14,918	14,918	14,918
Truck (F250)- \$16,700 @ 4% (\$308 mo)	-	5,430	5,430	5,430
Total Water Department	354,521	655,290	663,885	406,388
TOTAL OPERATING EXPENDITURES	925,078	1,415,537	1,236,055	1,063,827
OPERATING INCOME (LOSS)	91,049	(326,817)	(212,148)	(46,350)
NON-OPERATING REVENUES (EXPENSES)				
Interest Income	-	1,500	975	1,000
Grant Income - EDIF & USDA Rural Development	101,460	-	47,928	-
Interest Expense bond	-	-	-	-
Bond Revenue Received	-	-	-	-
Bond Expenses	-	-	-	-
Trustee fees	-	(1,200)	(1,200)	(1,200)
TOTAL OTHER FINANCING SOURCES (USES)	101,460	300	47,703	(200)
INCOME (LOSS) BEFORE OPERATING	192,509	(326,517)	(164,446)	(46,550)
OPERATING TRANSFERS IN (OUT)				
Transfer In - Gen Fund 2% Sales Tax	327,450	351,450	400,400	362,717
Transfer in - Gen Fund Operations	-	-	60,000	-
Transfer In - Hospital-Cap Outlay	83,607	-	-	-
Transfer Out - General Fund 2% Sales Tax	(327,450)	(251,450)	(400,400)	(362,717)
TOTAL TRANSFERS IN (OUT)	83,607	100,000	60,000	-
NET INCOME (LOSS)	276,115	(226,517)	(104,446)	(46,550)
BEGINNING RETAINED EARNINGS		350,000		200,000
ENDING RETAINED EARNINGS		123,483		153,450

Town of Seiling Capital Outlay Detail
Fiscal Year 2015 / 2016 Annual Budget

	REQUESTED CAPITAL OUTLAY 2015/2016	BUDGETED CAPITAL OUTLAY 2015/2016
General Fund:		
General Government		
Capital Outlay		
City Hall - Drive Through	5,000	5,000
Total General Government	5,000	5,000
Law Enforcement		
Capital Outlay		
Stinger Spike Strips	749	-
Laptop for Patrol car	2,000	2,000
LED Spotlights for patrol cars	600	600
Latent Finger Print Kits	600	600
Accident Software	299	299
Total Law Enforcement	4,248	3,499
Municipal Pool		
Capital Outlay		
Municipal Pool Resurfacing	45,000	45,000
Ladder Replacement	2,000	2,000
Paint, repair, sinage	600	600
Total Municipal Pool	47,600	47,600
Street and Alley		
Capital Outlay		
Asphalt - street repairs	75,000	75,000
Street Sweeper	45,000	22,500
Total Street and Alley	120,000	97,500
Community Center		
Capital Outlay		
Sound Mitigation	5,000	7,500
Paint & Repairs	1,000	1,000
Total Community Center	6,000	8,500
Park & Rec		
Capital Outlay		
Mower Storage	5,000	5,000
Total Community Center	5,000	5,000
Airport		
Capital Outlay		
Resurface Runway	16,000	16,000
Total Community Center	16,000	16,000
Total General Fund	\$ 203,848	\$ 183,099

Town of Seiling Capital Outlay Detail
Fiscal Year 2015 / 2016 Annual Budget

Seiling Public Works Authority:

General Government

Capital Outlay		
City Hall - Drive Through	5,000	5,000
Utility Billing Software - Banyon	16,000	16,000
Digital Meters & 3 Hand readerss	35,000	35,000

Total General Government	56,000	56,000
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Clerical Department

Capital Outlay		
SPWA Laptop Computer	1,500	1,500

Total Clerical Department	1,500	1,500
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Gas Department

Capital Outlay		
Gas detector	1,500	1,500
Line Locating Equipment	2,300	2,300

Total Gas Department	3,800	3,800
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Sewer Department

Capital Outlay		
Sewer Jet Trailer	70,000	35,000
4th Street Extension	5,500	5,500

Total Gas Department	75,500	40,500
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Water Department

Capital Outlay		
Generator for RO Plant	20,000	20,000

Total Water Department	20,000	20,000
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Total SPWA	\$ 156,800	\$ 121,800
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Total Budgeted Capital Outlay All Funds		\$ 304,899
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