

RESOLUTION # 2016-9

(Resolution SPWA 2016-9)

TOWN OF SEILING, OKLAHOMA

A RESOLUTION APPROVING THE TOWN OF SEILING, OKLAHOMA BUDGET FOR THE FISCAL YEAR 2016-2017 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, 2017 (FY 2016-2017) 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 2016-2017 Budget on the 13th day of June 2016 with total resources available in the amount of \$3,337,243 and total fund/departmental appropriations in the amount of \$2,544,237. Legal appropriations (spending/encumbering limits) are hereby established as follows:

Fund: Department	Appropriation Amount
General Fund:	\$1,523,757
Public Works Authority:	\$1,020,481

SECTION 2. The Town Council does hereby authorize the Town Clerk to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2016-2017, 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 13th day of June, 2016.

Shara Steenborn
City Clerk / Secretary

[Signature]
Mayor

RECEIVED
JUN 27 2016
State Auditor
and Inspector

Dewey



TOWN OF SEILING, OKLAHOMA
Fiscal Year 2016 / 2017 Annual Budget

BUDGET MEMO

May 9, 2016

The 2016/2017 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 fully collected as budgeted, these revenues will generate around \$949,000.

The budget includes a 1.2% rate increase, in line with CPI, for all utility services of the Town to cover the cost of providing such services. This increase would generate an estimated \$11,400. For comparison, a 3% increase would generate around \$28,500.

A 2% increase is budgeted for full-time employees at an estimated cost of \$2,800 and \$3,600 for the General Fund and SPWA, respectively. These increases will be distributed to employees meeting certification requirements during FY17.

General Fund Capital Outlay budgeted includes \$109,000 of the total department requests. Department requests are provided in detail on the Capital Outlay Detail sheet provided with this budget.

Seiling Public Works Authority Capital Outlay includes \$69,750 of the it items requested by the departments. The total requests are outlined in the Capital Outlay Detail sheet provided.

Continued debt service payments include:

2013 Bonds	\$ 199,181
Bobcat (Split between Water & Sewer)	7,370 Final payment Nov. 2016
Backhoe (Water)	14,918
Pickup (Water)	6,515
Pickup (Gas)	<u>5,091</u> Final payment April 2017
Total Debt Service	<u>\$ 233,075</u>

The legal level of control for the Town's 2016 / 2017 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 2016 / 2017 Annual Budget will be considered at a public hearing on Monday, June 13, 2016 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 2016 / 2017 Annual Budget will be adopted during a meeting of the Town Council on Monday, June 13, 2016 during the Regular Meeting.

TOWN OF SEILING, OKLAHOMA
Fiscal Year 2016 / 2017 Annual Budget

BUDGET SUMMARY

	BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	Net Change	ENDING BALANCE
GENERAL FUND	\$ 721,696	\$ 1,448,297	\$ (1,523,757)	\$ (75,460)	\$ 646,236
ENTERPRISE FUNDS					
Public Works Authority	\$ 175,000	\$ 1,022,250	\$ (1,020,481)	\$ 1,769	\$ 176,769
GRAND TOTAL ALL FUNDS	\$ 896,696	\$ 2,470,547	\$ (2,544,237)	\$ (73,691)	\$ 823,005

Town of Seiling, Oklahoma
Fiscal Year 2016 / 2017 Annual Budget
Annual Budget
General Fund

	ACTUAL 2014-2015	AMENDED BUDGET 2015-2016	PROJECTED YTD 2015-2016	PROPOSED BUDGET 2016-2017	
OPERATING REVENUES					
Taxes					
Sales Tax	783,080	760,434	867,955	781,160	90%
Use Tax	217,953	33,710	50,414	45,373	90%
Franchise Tax	52,027	50,133	61,996	55,797	90%
Cigarette Tax	9,316	9,160	9,844	8,860	
Gasoline Excise Tax	1,584	1,433	1,594	1,435	90%
Licenses and Permits	1,993	1,000	960	1,000	
Intergovernmental					
Alcohol Beverage Tax	33,945	31,333	34,953	31,458	90%
Motor Vehicle Excise	6,515	5,855	6,398	5,758	90%
Fire Department Grant	25,643	4,000	4,290	4,000	
Grants		347,070	347,070	-	
Charge for Services					
Gate Receipts	5,721	3,000	3,129	3,000	
Scheduled Parties	1,530	1,000	1,093	1,000	
Concessions	3,813	1,750	2,760	1,500	
Community Center Lease	3,360	2,500	3,921	2,500	
Fines and Forfeitures	128,576	80,000	80,617	80,000	
Restricted Fee	15,467	9,300	9,719	9,300	
Other Revenues					
Hotel/Motel Tax	27,912	20,023	21,197	19,077	90%
Interest	2,611	2,500	2,445	2,000	
Sales and Use Tax Interest	50	100	-	-	
Oil Royalties	494	500	654	500	
Sale of assets	-	-	3,500	-	
Refund Prior Expenses	9,691	1,500	1,486	-	
Other	1,348	3,000	4,463	4,000	
TOTAL OPERATING REVENUES	1,332,628	1,369,301	1,520,459	1,057,717	
OPERATING EXPENSES					
General Government					
Personal Services	86,970	84,500	82,858	63,930	
Materials and Supplies	2,880	3,000	2,752	3,000	
Other Services and Charges	48,359	45,000	31,072	30,000	
Capital Outlay	2,356	257,525	261,427	10,000	
Total General Government	140,564	390,025	378,110	106,930	
Clerical Department					
Personal Services	51,370	54,000	55,186	63,594	
Materials and Supplies	3,705	4,500	4,310	4,500	
Other Services and Charges	28,653	25,000	25,124	25,000	
Total Clerical Department	83,729	83,500	84,620	93,094	

Town of Seiling, Oklahoma
Fiscal Year 2016 / 2017 Annual Budget
Annual Budget
General Fund

	ACTUAL 2014-2015	AMENDED BUDGET 2015-2016	PROJECTED YTD 2015-2016	PROPOSED BUDGET 2016-2017
Fire Department				
Personal Services	10,310	12,250	12,510	9,324
Materials and Supplies	8,918	7,000	5,910	6,000
Other Services and Charges	4,352	9,000	6,457	6,500
Capital Outlay	-	-	-	5,000
Total Fire Department	23,580	28,250	24,877	26,824
Law Enforcement				
Personal Services	140,806	96,500	93,281	163,594
Materials and Supplies	8,234	5,000	3,397	7,500
Other Services and Charges	16,025	49,500	54,917	21,000
Capital Outlay	38,205	3,499	-	-
Equipment	526	8,500	8,500	-
Total Law Enforcement	203,796	162,999	160,095	192,094
Municipal Pool				
Personal Services	23,102	25,000	25,000	25,205
Materials and Supplies	11,226	10,000	10,000	10,000
Other Services and Charges	7,081	3,500	3,500	5,000
Capital Outlay	-	47,600	2,600	-
Total Municipal Pool	41,409	86,100	41,100	40,205
Parks and Rec				
Personal Services	6,834	5,000	1,363	9,024
Materials and Supplies	1,302	6,500	5,354	5,000
Other Services and Charges	12,729	5,000	4,237	5,000
Capital Outlay	9,500	5,000	4,338	-
Total Parks and Recs	30,365	21,500	15,292	19,024
Economic Development (Hotel / Motel)				
Other Services and Charges	76	100	-	100
Total Economic Development	76	100	-	100
Animal Control				
Materials and Supplies	148	500	232	500
Other Services and Charges	2,513	1,200	931	2,000
Capital Outlay	-	1,300	1,300	-
Total Animal Control	2,661	3,000	2,462	2,500
Street and Alley				
Personal Services	28,169	28,000	23,559	39,626
Materials and Supplies	5,677	14,000	11,851	12,000
Other Services and Charges	50,446	54,000	51,879	54,000
Capital Outlay	11,396	218,730	78,510	75,000
Total Street and Alley	95,688	314,730	165,800	180,626

Town of Seiling, Oklahoma
Fiscal Year 2016 / 2017 Annual Budget
Annual Budget
General Fund

	ACTUAL 2014-2015	AMENDED BUDGET 2015-2016	PROJECTED YTD 2015-2016	PROPOSED BUDGET 2016-2017
Airport				
Other Services and Charges	1,137	800	950	800
Capital Outlay	10	16,000	16,000	-
Total Airport	1,147	16,800	16,950	800
Library				
Materials and Supplies	304	500	86	500
Other Services and Charges	2,547	5,000	3,857	4,000
Capital Outlay	10,650	-	-	-
Total Library	13,501	5,500	3,944	4,500
Civil Defense				
Materials and Supplies	-	900	913	900
Other Services and Charges	-	550	435	500
Capital Outlay	-	-	-	-
Total Civil Defense	-	1,450	1,348	1,400
Community Center				
Materials and Supplies	422	800	219	500
Other Services and Charges	4,822	5,000	4,736	5,000
Capital Outlay	75	8,500	8,500	19,000
Total Community Center	5,320	14,300	13,455	24,500
TOTAL EXPENDITURES	641,836	1,128,254	908,053	692,597
REVENUES OVER (UNDER) EXPENDITURES	690,792	241,047	612,406	365,120
OTHER FINANCING SOURCES (USES)				
Transfers-out				
SPWA - Operations	(100,000)	-	-	(50,000)
SPWA - 2% Sales Tax	(392,852)	(380,217)	(433,656)	(390,580)
Hospital - 1% Sales Tax	(196,426)	(190,109)	(216,828)	(195,290)
Nursing - 1% Sales Tax	(196,426)	(190,109)	(216,828)	(195,290)
Total transfers out	(885,704)	(760,434)	(867,311)	(831,160)
Transfers-in	392,852	380,217	433,656	390,580
TOTAL OTHER FINANCING SOURCES (USES)	(492,852)	(380,217)	(433,656)	(440,580)
Depreciation Expense				
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	197,940	(139,170)	178,751	(75,460)
BEGINNING FUND BALANCE	678,601	696,361	696,361	721,696
ENDING FUND BALANCE	876,541	557,191	875,112	646,236

Seiling Public Works Authority
Fiscal Year 2016 / 2017
Annual Budget

	ACTUAL 2014-2015	AMENDED BUDGET 2015-2016	PROJECTED YTD 2015-2016	PROPOSED BUDGET 2016-2017
OPERATING REVENUES				
Gas Revenues	271,700	262,500	272,453	270,000
Rate Increase 1.2%	-	9,173	-	3,240
Sewer Revenues	123,252	117,000	120,360	120,000
Rate Increase 1.2%	-	3,675	-	1,440
Trash Revenues	192,572	219,000	227,869	220,000
Rate Increase 1.2%	-	5,775	-	2,640
Water Revenues	355,121	345,000	349,299	340,000
Rate Increase 1.2%	-	10,854	-	4,080
Penalties	10,873	10,000	12,191	10,000
Other Revenues	5,264	100	57	100
TOTAL OPERATING REVENUES	958,782	983,077	982,230	971,500
OPERATING EXPENSES				
General Government				
Personal Services	1,981	2,400	2,020	-
Other Services and Charges	19,211	21,000	21,794	21,000
Capital Outlay	-	56,000	56,000	-
Total General Government	21,192	79,400	79,814	21,000
Clerical Department				
Personal Services	82,541	83,500	82,302	96,950
Materials and Supplies	7,270	8,000	6,782	8,000
Other Services and Charges	14,743	22,500	20,952	20,000
Capital Outlay	-	1,500	-	1,500
Total Clerical Department	104,554	115,500	110,036	126,450
Gas Department				
Personal Services	57,131	55,000	54,456	56,121
Materials and Supplies	10,112	10,000	9,210	10,000
Gas Purchased for Resale	120,295	124,881	124,512	122,958
Other Services and Charges	8,093	6,500	2,598	6,500
Debt Service-Pickup Truck-Gas Dept - April 2017	6,109	6,109	6,109	5,091
Capital Outlay	103,291	3,800	4,742	250
Total Gas Department	305,032	206,290	201,629	200,920
Sewer Department				
Personal Services	45,752	40,000	38,128	40,749
Materials and Supplies	8,946	7,500	5,081	7,500
Other Services and Charges	6,898	7,500	5,311	7,500
Capital Outlay	37,776	40,500	-	20,000
Debt Service	-	-	-	-
Bobcat - Final Payment Nov. 2016	9,937	9,937	9,937	3,685
Truck (F250) - \$22,200 @ 4% (\$409 mo)	-	4,906	4,906	6,516
Total Sewer Department	109,308	110,343	63,363	85,950
Trash Department				
Other Services & Charges	126,541	118,307	144,992	149,342
Total Trash Department	126,541	118,307	144,992	149,342

Seiling Public Works Authority

Fiscal Year 2016 / 2017

Annual Budget

	ACTUAL 2014-2015	AMENDED BUDGET 2015-2016	PROJECTED YTD 2015-2016	PROPOSED BUDGET 2016-2017
Water Department				
Personal Services	82,850	100,000	97,069	73,320
Materials and Supplies	37,044	45,000	42,962	40,000
Other Services and Charges	51,566	50,000	49,752	50,000
Depreciation/Amortization	-	-	-	-
Capital Outlay	189,249	21,267	21,267	48,000
Debt Service	-	-	-	-
Bonds, P&I (2013) - \$16,598/mo.	201,696	201,696	201,696	199,181
Bobcat - Final Payment Nov. 2016	8,844	8,844	8,844	3,685
Backhoe - \$1,243/mo.	14,918	14,918	14,918	14,918
Truck (F250)- \$16,700 @ 4% (\$543 mo)	-	6,515	6,515	6,515
Total Water Department	586,168	448,240	443,023	435,619
TOTAL OPERATING EXPENDITURES	1,252,794	1,078,079	1,042,856	1,019,281
OPERATING INCOME (LOSS)	(294,012)	(95,002)	(60,626)	(47,781)
NON-OPERATING REVENUES (EXPENSES)				
Interest Income	1,069	750	762	750
Trustee fees	(1,200)	(1,200)	(1,200)	(1,200)
TOTAL OTHER FINANCING SOURCES (USES)	60,559	(450)	(438)	(450)
INCOME (LOSS) BEFORE OPERATING	(233,453)	(95,452)	(61,064)	(48,231)
OPERATING TRANSFERS IN (OUT)				
Transfer In - Gen Fund 2% Sales Tax	392,852	380,217	433,656	390,580
Transfer in - Gen Fund Operations	100,000	-	-	50,000
Transfer In - Hospital-Cap Outlay	(59,190)	-	-	-
Transfer Out - General Fund 2% Sales Tax	(392,852)	(380,217)	(433,656)	(390,580)
TOTAL TRANSFERS IN (OUT)	-	-	-	50,000
NET INCOME (LOSS)	(233,453)	(95,452)	(61,064)	1,769
BEGINNING RETAINED EARNINGS	462,617	229,164	229,164	175,000
ENDING RETAINED EARNINGS	229,164	133,712	168,100	176,769
<u>GROSS PROFIT BY DEPARTMENT - Excludes Capital Outlay</u>				
Gas Revenues	271,700	271,673	272,453	273,240
Gas Expenses	201,741	202,490	196,886	200,670
Gross Profit	69,959	69,184	75,567	72,570
GP %	26%	25%	28%	27%
Sewer Revenues	123,252	120,675	120,360	121,440
Sewer Expenses	71,532	69,843	63,363	65,950
Gross Profit	51,720	50,832	56,997	55,490
GP %	42%	42%	47%	46%
Trash Revenues	192,572	224,775	227,869	222,640
Trash Expenses	126,541	118,307	144,992	149,342
Gross Profit	66,031	106,468	82,877	73,298
GP %	34%	47%	36%	33%
Water Revenues	355,121	355,854	349,299	344,080
Water Expenses	396,918	426,973	421,755	387,619
Gross Profit	(41,797)	(71,119)	(72,456)	(43,539)
GP %	-12%	-20%	-21%	-13%

Town of Seiling Capital Outlay Detail
Fiscal Year 2016 / 2017 Annual Budget

	REQUESTED CAPITAL OUTLAY 2016/2017	PROPOSED CAPITAL OUTLAY 2016/2017
<u>GENERAL FUND:</u>		
General Government		
Capital Outlay		
City Hall - Remodel	15,000	10,000
Total General Government	<u>15,000</u>	<u>10,000</u>
Fire		
Capital Outlay		
Bunker Gear - 3 sets	5,000	5,000
Total Fire	<u>5,000</u>	<u>5,000</u>
Law Enforcement		
Capital Outlay		
2016 Police Vehicle	30,000	-
Total Law Enforcement	<u>30,000</u>	<u>-</u>
Municipal Pool		
Capital Outlay		
Municipal Pool Resurfacing	45,000	- <i>Carry over from FY16</i>
Total Municipal Pool	<u>45,000</u>	<u>-</u>
Street and Alley		
Capital Outlay		
Asphalt - street repairs	75,000	50,000
Street Sweeper	75,000	25,000
Total Street and Alley	<u>150,000</u>	<u>75,000</u>
Community Center		
Capital Outlay		
Parking Lot Asphalt	19,000	19,000
Total Community Center	<u>19,000</u>	<u>19,000</u>
Airport		
Capital Outlay		
Resurface Runway	126,000	-
Total Airport Center	<u>126,000</u>	<u>-</u>
Total General Fund	<u><u>\$ 385,000</u></u>	<u><u>\$ 109,000</u></u>

Town of Seiling Capital Outlay Detail

Fiscal Year 2016 / 2017 Annual Budget

	REQUESTED CAPITAL OUTLAY 2016/2017	PROPOSED CAPITAL OUTLAY 2016/2017
<u>SEILING PUBLIC WORKS AUTHORITY:</u>		
Clerical Department		
Capital Outlay		
SPWA Laptop Computer	1,500	1,500
Total Clerical Department	1,500	1,500
Gas Department		
Capital Outlay		
Crossover toolbox	250	250
Total Gas Department	250	250
Sewer Department		
Capital Outlay		
Sewer Jet Trailer	60,000	20,000
Total Gas Department	60,000	20,000
Water Department		
Capital Outlay		
Dispenser 30 Key System	15,000	-
Generator Power to Well 2&3	12,000	2,000
VFD for Wells (flow control)	10,000	10,000
Clean & Inspect Clearwell	6,000	6,000
Inspect Water Towers	5,000	5,000
Digital Meters & Readers	35,000	-
Generator at RO Plant	100,000	25,000 <i>requested in prior years</i>
Total Water Department	183,000	48,000
Total SPWA	\$ 244,750	\$ 69,750
Total Budgeted Capital Outlay All Funds		\$ 178,750

PROOF OF PUBLICATION

Dewey County, State of Oklahoma

2016 Budget Summary for Seiling, OK

Dr. Maria Laubach, of lawful age, being duly sworn and authorized, says that she 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 publication and not in a supplement, on the following dates:

First Publication, Thursday, June 2, 2016
 Second Publication, Thursday, June 9, 2016

Maria Laubach

Signature

Subscribed and sworn to before me this 2 day of June 2, 2016



My Commission Expires: May 06, 2020

Amy Tune

Notary Public
 Commission #16004631

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 The Dewey County Record
 P.O. Box 117
 Seiling, OK 73663

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Legal Notice

Published In The Dewey County Record on Thursday, June 2 & June 9, 2016

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TOWN OF SEILING, OKLAHOMA Fiscal Year 2016 / 2017 Annual Budget

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