

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

BUDGET MEMO

June 13, 2024

The 2024/2025 Annual Budget for the Town of Gage is presented, as attached, for approval by the Council in accordance with the Oklahoma Municipal Budget Act.

The budget includes the following highlights for fiscal year:

- All recurring taxes are budgeted at 90% of current year projections, besides Sales Tax. If collected at 100%, the town would receive an additional ~\$12,517 in tax revenues excluding sales tax.
- There is a 3.7% budgeted rate increases for utility revenues. Resulting in additional revenue of ~\$7,212
- The budget includes salary increases for full time employees of 3.7%. Retirement is budgeted at 3% match. No increase in Christmas bonuses. No change to health insurance premiums. Increase would cost the City \$2,750
- The budget includes \$16,000 in capital outlay for possible beach/pool/park improvements & \$3,720 for computers

	<u>Capital Outlay</u>	<u>Funding source</u>
Park Department	16,000	Operating
PFA Administration	3,720	Operating
TOTAL CAPITAL OUTLAY	\$ 19,720	

- See the chart below for consideration of collection on tax revenues at tiered percentages and the reflected net gain/(loss) for the fiscal year:

<u>Tax Collections</u>	<u>Net Gain/(Loss)</u>
100%	\$ (35,613)
90%	(48,130)
85%	(54,389)
80%	(60,648)

- This Budget projects a loss of \$48,130 for Fiscal Year 2025.
- This budget includes all of the current town employees: Vicky, Rita, Wesley and Andrew.

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 Dacia Phillips, CPA.

In accordance with Section 17-208, Title 11, Oklahoma Statutes, notice is hereby given that the proposed fiscal year 2024-2025 budget will be considered at a public hearing on Thursday, June 13th, 2024 at 6:30 pm in the Gage city hall. Copies of the proposed budget are available for review in the Office of the Town Clerk, 510 N Main St, Gage, OK 73843. Notice is hereby given that the town of Gage 2024/2025 Annual budget will be adopted during a meeting of City Council on June 13th, 2024.

TOWN OF GAGE, OKLAHOMA
Fiscal Year 2024 - 2025 Annual Budget

BUDGET SUMMARY

	BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	TRANSFERS	Net Change	ENDING BALANCE
GENERAL FUND	\$ 500,333	\$ 142,482	\$ (219,067)	\$ -	\$ (76,585)	\$ 423,748
ENTERPRISE FUNDS						
Public Facilities Authority	179,031	211,117	(191,512)	-	19,605	198,636
TOTAL ENTERPRISE FUNDS	\$ 179,031	\$ 211,117	\$ (191,512)	\$ -	\$ 19,605	\$ 198,636
SPECIAL REVENUE FUNDS						
Airport Improvement	\$ 161,491	\$ 4,200	\$ (3,000)	\$ -	\$ 1,200	\$ 162,691
Fire Fund	83,061	18,450	(12,000)	-	6,450	89,511
Cemetery Fund	52,458	2,400	(1,250)	-	1,150	53,608
Library Fund	804	50	-	-	50	854
TOTAL SPECIAL REVENUE FUNDS	\$ 297,814	\$ 25,100	\$ (16,250)	\$ -	\$ 8,850	\$ 306,664
GRAND TOTAL ALL FUNDS	\$ 977,178	\$ 378,699	\$ (426,829)	\$ -	\$ (48,130)	\$ 929,048

**Town of Gage
General Fund Budget
For the Year Ended June 30, 2025**

	ACTUAL 2022/2023	APPROVED BUDGET FY 2023/2024	PROJECTED YTD 2023/2024	PROPOSED BUDGET 2024/2025	
OPERATING REVENUES					
Sales tax	\$ 149,155	\$ 73,000	50,038	45,034	90%
Use tax	23,372	20,408	16,073	14,466	90%
Cigarette tax	1,309	1,409	317	285	90%
Alcohol beverage tax	38,569	35,245	37,238	33,514	90%
Gasoline excise tax	774	702	749	674	90%
Motor vehicle tax	3,145	2,773	2,904	2,614	90%
Franchise tax	13,483	15,098	17,855	16,070	90%
Licenses and permits	-	-	-	-	
Fines & forfeitures	176	-	95	75	
Rental income	15,044	2,500	2,449	2,250	
Royalties	-	-	-	-	
Donations	-	-	133	-	
Swimming pool	-	-	-	15,000	
Grants	35,967	-	-	-	
Other Revenue	4,718	4,000	7,035	4,000	
TOTAL OPERATING REVENUES	285,712	155,135	134,886	133,982	
OPERATING EXPENSES					
<u>General Government</u>					
Personal Services	67,364	74,919	70,305	64,634	
Materials and Supplies	4,411	9,000	2,450	4,000	
Other Services and Charges	103,629	75,000	82,409	80,000	
Capital Outlay	1,500	3,000	-	-	
Total General Government	176,904	161,919	155,164	148,634	
<u>Legal Department</u>					
Other Services and Charges	14,842	12,750	32,641	18,000	
Total Legal Department	14,842	12,750	32,641	18,000	
<u>Street Department</u>					
Materials and Supplies	14,618	5,000	10,025	7,500	
Other Services and Charges	620	1,250	7,991	1,250	
Capital Outlay	-	-	-	-	
Total Street Department	15,238	6,250	18,016	8,750	

**Town of Gage
General Fund Budget
For the Year Ended June 30, 2025**

	ACTUAL 2022/2023	APPROVED BUDGET FY 2023/2024	PROJECTED YTD 2023/2024	PROPOSED BUDGET 2024/2025
<u>Fire Department</u>				
Materials and Supplies	-	1,500	-	-
Other Services and Charges	1,140	1,750	1,040	1,750
Capital Outlay	-	-	-	-
Total Fire Department	1,140	3,250	1,040	1,750
<u>Park Department</u>				
Materials and Supplies	182	500	-	500
Other Services and Charges	-	-	-	-
Capital Outlay	-	-	-	16,000
Total Park Department	182	500	-	16,500
<u>Swimming Pool Department</u>				
Personal Services	-	-	-	25,433
Materials and Supplies	-	-	-	-
Other Services and Charges	-	-	-	-
Capital Outlay	-	-	-	-
Total Municipal Court Department	-	-	-	25,433
 TOTAL EXPENDITURES	 208,306	 184,669	 206,861	 219,067
REVENUES OVER (UNDER) EXPENDITURES	77,406	(29,534)	(71,975)	(85,085)
OTHER FINANCING SOURCES (USES)				
Interest income	2,830	550	9,623	8,500
Transfers-out	(3,236)	-	(16,500)	-
Transfers-in	6,137	30,000	-	-
Net transfers	5,731	30,550	(6,877)	8,500
TOTAL OTHER FINANCING SOURCES (USES)				
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	83,137	1,016	(78,852)	(76,585)
BEGINNING FUND BALANCE	487,720	583,037	583,037	500,333
ENDING FUND BALANCE	\$ 570,857	\$ 584,053	\$ 504,185	\$ 423,748

**Town of Gage
Public Facilities Authority
For the Year Ended June 30, 2025**

	ACTUAL 2022/2023	APPROVED BUDGET FY 2023/2024	PROJECTED YTD 2023/2024	PROPOSED BUDGET 2024/2025	
OPERATING REVENUES					
Water Revenues	\$ 95,681	\$ 92,047	\$ 91,983	\$ 90,143	98%
3.7% Rate Increase		4,602	-	3,335	
Bulk Water Revenues	14,838	-	-	-	
Sewer Revenues	36,445	34,052	36,091	35,369	98%
3.7% Rate Increase		1,703	-	1,309	
Trash Revenues	68,473	63,740	70,819	69,403	98%
3.7% Rate Increase		3,187	-	2,568	
Penalties	3,179	2,768	3,133	3,070	98%
AirMed Fees	2,925	2,767	3,133	3,070	98%
Grant Revenue	44,908	-	59,800	-	
Other Revenues	(2,154)	100	401	100	
TOTAL OPERATING REVENUES	264,295	204,966	265,360	208,367	
OPERATING EXPENSES					
Administration Department					
Materials and Supplies	1,546	2,500	1,422	1,750	
Other Services and Charges	6,137	4,250	3,118	3,500	
Capital Outlay		-	-	3,720	
Total Administration Department	7,683	6,750	4,540	8,970	
Water Department					
Personal Services	51,493	56,066	70,925	81,942	
Materials and Supplies	16,200	22,500	23,867	20,000	
Other Services and Charges	38,480	35,000	42,154	35,000	
Capital Outlay	57,500	10,000	-	-	
Total Water Department	163,673	123,566	136,946	136,942	
Trash Department					
Other Services & Charges	46,231	45,000	45,361	45,600	
Total Trash Department	46,231	45,000	45,361	45,600	
TOTAL OPERATING EXPENDITURES	217,587	175,316	186,847	191,512	
OPERATING INCOME (LOSS)	46,708	29,650	78,513	16,855	
NON-OPERATING REVENUES (EXPENSES)					
Interest Income	911	450	3,022	2,750	
Transfers-out	-	(30,000)	-	-	
Transfers-in	-	-	-	-	
TOTAL OTHER FINANCING SOURCES (USES)	911	(29,550)	3,022	2,750	
NET INCOME	47,619	100	81,535	19,605	
BEGINNING RETAINED EARNINGS	528,568	168,575	168,575	179,031	
ENDING RETAINED EARNINGS	\$ 576,187	\$ 168,675	\$ 250,110	\$ 198,636	
GROSS PROFIT BY DEPARTMENT - excluding capital outlay					
Water & Sewer Revenues					
Water & Sewer Revenues	132,126	132,404	128,074	130,156	
Water & Sewer Expenses, excluding capital outlay	106,173	113,566	136,946	136,942	
Gross Profit	25,953	18,838	(8,872)	(6,786)	
Gross Profit %	20%	14%	-7%	-5%	
Trash Revenues					
Trash Revenues	68,473	66,927	70,819	71,971	
Trash Expenses	46,231	45,000	45,361	45,600	
Gross Profit	22,242	21,927	25,458	26,371	
Gross Profit %	32%	33%	36%	37%	
Total Revenues	200,599	199,331	198,893	202,127	
Total Expenses	152,404	158,566	182,307	182,542	
Gross Profit	48,195	40,765	16,586	19,585	
Gross Profit %	24%	20%	8%	10%	

Town of Gage
Airport Improvement Fund
For the Year Ended June 30, 2025

	ACTUAL 2022/2023	APPROVED BUDGET FY 2023/2024	PROJECTED YTD 2023/2024	PROPOSED BUDGET 2024/2025
OPERATING REVENUES				
Rental Income	1,680	2,200	2,240	2,200
Grants	-	-	-	-
Other Revenue	-	-	-	-
TOTAL OPERATING REVENUES	1,680	2,200	2,240	2,200
OPERATING EXPENSES				
Airport Department				
Materials and Supplies	12	250	-	-
Other Services and Charges	2,971	2,000	5,764	3,000
Capital Outlay	3,450	-	1,152	-
Total Airport Department	6,433	2,250	6,916	3,000
REVENUES OVER (UNDER) EXPENDITURES	(4,753)	(50)	(4,676)	(800)
OTHER FINANCING SOURCES (USES)				
Interest Income	441	50	3,765	2,000
Transfers-out	(2,400)	-	-	-
Transfer In	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	(1,959)	50	3,765	2,000
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	(6,712)	-	(911)	1,200
BEGINNING FUND BALANCE	169,174	162,462	162,462	161,491
ENDING FUND BALANCE	\$ 162,462	\$ 162,462	\$ 161,551	\$ 162,691

Town of Gage
Volunteer Fire Fund Budget
For the Year Ended June 30, 2025

	ACTUAL 2022/2023	APPROVED BUDGET FY 2023/2024	PROJECTED YTD 2023/2024	PROPOSED BUDGET 2024/2025
OPERATING REVENUES				
Donations	21,235	7,500	27,165	12,500
Grants	10,053	4,500	9,994	5,000
Other Revenue	5,400	-	375	250
TOTAL OPERATING REVENUES	36,688	12,000	37,534	17,750
OPERATING EXPENSES				
Fire Department				
Personal Services	-	-	-	-
Materials and Supplies	6,106	4,500	2,104	4,500
Other Services and Charges	31,645	7,500	7,219	7,500
Capital Outlay	-	-	-	-
Total Fire Department	37,751	12,000	9,323	12,000
REVENUES OVER (UNDER) EXPENDITURES	(1,063)	-	28,211	5,750
OTHER FINANCING SOURCES (USES)				
Interest Income	344	40	968	700
Transfers-out	(3,737)			
Transfer In	3,236	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	(157)	40	968	700
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	(1,220)	40	29,179	6,450
BEGINNING FUND BALANCE	59,805	58,805	58,805	83,061
ENDING FUND BALANCE	\$ 58,585	\$ 58,845	\$ 87,984	\$ 89,511

**Town of Gage
Cemetery Fund
For the Year Ended June 30, 2025**

	ACTUAL 2022/2023	APPROVED BUDGET FY 2023/2024	PROJECTED YTD 2023/2024	PROPOSED BUDGET 2024/2025
OPERATING REVENUES				
Lot Sales	1,430	1,000	2,040	1,400
Donations	2,075	700	813	700
Other Revenue	-	-	-	-
TOTAL OPERATING REVENUES	3,505	1,700	2,853	2,100
OPERATING EXPENSES				
Cemetery Department				
Personal Services	-	-	-	-
Materials and Supplies	-	-	-	-
Other Services and Charges	2,431	500	1,307	1,250
Capital Outlay	-	-	-	-
Total Cemetery Department	2,431	500	1,307	1,250
REVENUES OVER (UNDER) EXPENDITURES	1,074	1,200	1,546	850
OTHER FINANCING SOURCES (USES)				
Interest Income	78	-	305	300
TOTAL OTHER FINANCING SOURCES (USES)	78	-	305	300
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	1,152	1,200	1,851	1,150
BEGINNING FUND BALANCE	49,917	52,269	52,269	52,458
ENDING FUND BALANCE	\$ 51,069	\$ 53,469	\$ 54,120	\$ 53,608

**Town of Gage
Library Fund
For the Year Ended June 30, 2025**

	ACTUAL 2022/2023	APPROVED BUDGET FY 2023/2024	PROJECTED YTD 2023/2024	PROPOSED BUDGET 2024/2025
OPERATING REVENUES				
Rental Income	\$ -	\$ 25	\$ -	\$ -
Other Revenue	224	-	73	50
TOTAL OPERATING REVENUES	224	25	73	50
OPERATING EXPENSES				
Library Department				
Other Services and Charges	-	-	-	-
Total Library Department	-	-	-	-
REVENUES OVER (UNDER) EXPENDITURES	224	25	73	50
OTHER FINANCING SOURCES (USES)				
Interest Income	-	-	-	-
Transfers-out	-	-	-	-
Total transfers out				
Transfers-in				
Transfer In	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	224	25	73	50
BEGINNING FUND BALANCE	525	749	749	804
ENDING FUND BALANCE	\$ 749	\$ 774	\$ 822	\$ 854

**BUDGET ADOPTION RESOLUTION
TOWN OF GAGE, OKLAHOMA
GAGE PUBLIC FACILITIES AUTHORITY
RESOLUTION NO. 389**

A RESOLUTION OF THE GAGE PUBLIC FACILITIES AUTHORITY, GAGE, OKLAHOMA APPROVING THE GAGE PUBLIC FACILITIES AUTHORITY BUDGET FOR THE FISCAL YEAR 2024-2025 AND ESTABLISHING BUDGET AMENDMENT AUTHORITY.

WHEREAS, The Town of Gage 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 (FY2024-2025) consistent with the Act; and

WHEREAS, The Act in section 17-215 provides for the chief executive officer of the Authority, 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 Gage Public Facilities Authority governing body at least 30 days prior to the start of the fiscal year in compliance with Section 17-205; and

WHEREAS, The Gage Public Facilities Authority 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 TRUSTEES OF THE GAGE PUBLIC FACILITIES AUTHORITY, GAGE, OKLAHOMA:

SECTION 1. The Trustees of the Gage Public Facilities Authority does hereby adopt the FY 2024-2025 Budget on the 13th day of June 2024 with total resources available in the amount of \$390,148 (which includes \$211,117 of budgeted revenue) and total fund/departmental appropriations in the amount of \$191,512. Legal appropriations (spending/encumbering limits) are hereby established as follows:

Fund: Department	Appropriation Amount
Gage Public Facilities Authority:	
Administration Department	\$8,970
Water Department	136,942
Trash Department	45,600
Transfers to General Fund	0


SECTION 2. The Trustees 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 Gage Board of Trustees.

SECTION 3. All Supplemental appropriations or decrease in the total appropriation of a fund shall be adopted at a meeting of the Gage Board of Trustees and filed with the State Auditor and Inspector.

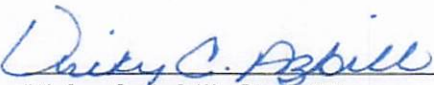
SECTION 4. Be it further provided that the Town Clerk is hereby authorized to take any and all actions as may be required for the implementation of these budgets.

**ADOPTED BY THE TOWN BOARD OF TRUSTEES OF THE GAGE
DEVELOPMENT AUTHORITY THIS 13TH DAY OF JUNE, 2024.**

TOWN OF GAGE, OKLAHOMA


Robert Ford, Mayor

ATTEST:


Vicky C. Azbill, Clerk/Treasurer



**BUDGET ADOPTION RESOLUTION
TOWN OF GAGE, OKLAHOMA**

RESOLUTION NO. 390

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

WHEREAS, The Town of Gage 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 (FY2024-2025) 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 Board of Trustees at least 30 days prior to the start of the fiscal year in compliance with Section 17-205; and

WHEREAS, The Town Board of Trustees 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 BOARD OF TRUSTEES OF THE TOWN OF GAGE, OKLAHOMA:

SECTION 1. The Town Board of Trustees does hereby adopt the FY 2024-2025 Budget on the 13th day of June 2024 with total resources available in the amount of \$965,729 (which includes \$167,582 of budgeted revenue) and total fund/departmental appropriations in the amount of \$235,317. Legal appropriations (spending/encumbering limits) are hereby established as follows:

Fund: Department	Appropriation Amount
General Fund:	
General Government	\$148,634
Legal Department	18,000
Street Department	8,750
Fire Department	1,750
Parks Department	16,500
Swimming Pool Department	25,433
Airport Improvement Fund	3,000
Volunteer Fire Fund	12,000
Cemetery Fund	1,250
Library Fund	0

SECTION 2. The Gage Board of Trustees 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 Gage Board of Trustees.

SECTION 3. All Supplemental appropriations or decrease in the total appropriation of a fund shall be adopted at a meeting of the Gage Board of Trustees and filed with the State Auditor and Inspector.

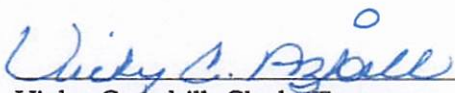
SECTION 4. Be it further provided that the Town Clerk is hereby authorized to take any and all actions as may be required for the implementation of these budgets.

**ADOPTED BY THE TOWN BOARD OF TRUSTEES OF THE TOWN OF GAGE
THIS 13TH DAY OF JUNE, 2024.**

TOWN OF GAGE, OKLAHOMA


Robert Ford, Mayor

ATTEST:


Vicky C. Azbill, Clerk/Treasurer



AFFIDAVIT OF PUBLICATION

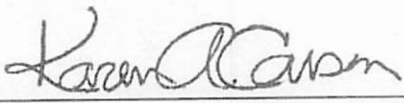
State of Oklahoma)
) SS.
County of Ellis)

Mark Carson, of lawful age, being duly sworn and authorized, says that he is Co-Publisher of the Northwest Oklahoman, a weekly newspaper printed in the City of Arnett, Ellis County, Oklahoma, a newspaper qualified to publish legal notices, advertisements and publications as provided in Sector 106 of Title 25, Oklahoma Statutes 1961, 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 not in supplement, on the following dates

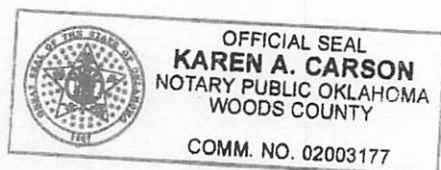
July 4, 2024



Subscribed and sworn to before me this
July 4, 2024
My commission expires: 03/24/2026
Comm. #: 02003177

Notary 

Publishing Fee \$20.00

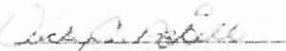


- PUBLIC NOTICE -

(Published in the Northwest Oklahoman one time July 4, 2024)

PUBLIC NOTICE

All persons having an indebtedness or claim against THE TOWN OF GAGE, OKLAHOMA are hereby notified that all invoices and documentation pertaining to said purchase order or contract must be recorded in the office of the Town of Gage Clerk on or before September 30, 2024, covering all debts now unpaid and incurred during the period beginning on July 1, 2023, and ending on June 30, 2024, or said account shall be void and forever barred.

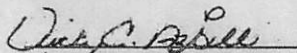

Clerk of Encumbering Officer

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Clerk of Encumbering Officer