

TOWN OF SHATTUCK

BUDGET

2016-2017

RECEIVED

JUL 12 2016

State Auditor
and Inspector

Ellis

TOWN OF SHATTUCK

BUDGET MESSAGE

FY 2016-2017

TO: Board of Trustees and Citizens of the Town of Shattuck

The upcoming fiscal year 2016-2017 annual budget of the Town of Shattuck includes some significant components that reflect the Town's continuing efforts to provide quality services.

The 2016-2017 Budget shows an expected decrease in revenues due to not attracting new business for the Alco building, downturn in oil/gas production, and layoffs at Newman Memorial Hospital, this has resulted in lower sales tax income and utility revenue.

We have raised utility rates for 2016-2017.

The budget presented herein contains the following highlights:

- Proposed replacement of water meters to automatic read
- Proposed street improvement
- Proposed fire gear/equipment for Fire Department
- Proposed remodel of new library building

Capital Outlay budgeted as follows..... \$190,000

- Use of fund balance as follows:

Shattuck Municipal Authority \$ 203,165
Streets and Alleys..... \$ 27,169

The proposed budget, presented to you, is prepared in accordance with the Oklahoma Municipal Budget Act in Title 11 of the Oklahoma Statutes.

Respectfully submitted,



Jarrell Pittman, Mayor

BUDGET SUMMARY 2016/2017							
			STREETS &	FIRE TRUCK	STATE AID	CEMETERY	TOTALS
REVENUES	GENERAL	SMA	ALLEYS	FUND	LIBRARY	CARE	
TAXES	\$636,275.00		\$11,400.00				\$647,675.00
INTERGOVERNMENTAL	\$55,000.00						\$55,000.00
CHARGES FOR SERVICES	\$18,600.00	\$576,525.00					\$595,125.00
LICENSE/PERMITS	\$1,824.00						\$1,824.00
FINES/FORFEITURES	\$2,980.00						\$2,980.00
INTEREST/ROYALTIES	\$10,000.00	\$100.00	\$70.00			\$40.00	\$10,210.00
DONATIONS				\$2,400.00	\$100.00	\$160.00	\$2,660.00
OTHER REVENUE	\$30,000.00	\$300.00			\$2,000.00	\$350.00	\$32,650.00
GRANTS		\$135,000.00		\$4,300.00	\$9,000.00		\$148,300.00
CEMETERY GENERAL	\$615.00						\$615.00
FIRE ASSOCIATION	\$15,000.00						\$15,000.00
TRANSFER IN	\$338,352.00	\$155,815.00	\$155,000.00				\$649,167.00
USE OF FUND BALANCE	0.00	\$203,165.00	\$27,169.00				\$230,334.00
TOTAL	\$1,108,646.00	\$1,070,905.00	\$193,639.00	\$6,700.00	\$11,100.00	\$550.00	\$2,391,540.00
EXPENDITURES							
POLICE	\$137,114.00						\$137,114.00
FIRE	\$82,970.00			\$6,700.00			\$89,670.00
STREET	\$9,690.00		\$193,639.00				\$203,329.00
PARKS	\$183,612.00						\$183,612.00
ANIMAL CONTROL	\$150.00						\$150.00
LIBRARY	\$76,606.00				\$11,100.00		\$87,706.00
COMMUNITY DEV	\$18,250.00						\$18,250.00
GENERAL GOVERNMENT	\$19,030.00						\$19,030.00
ADMINISTRATION	\$139,634.00						\$139,634.00
ATTORNEY/JUDGE	\$8,000.00						\$8,000.00
CLERK-TREAS	\$121,125.00						\$121,125.00
SMA		\$732,553.00					\$732,553.00
CEMETERY	\$1,650.00					\$550.00	\$2,200.00
TRANSFER OUT	\$310,815.00	\$338,352.00					\$649,167.00
TOTAL EXPENSES	\$1,108,646.00	\$1,070,905.00	\$193,639.00	\$6,700.00	\$11,100.00	\$550.00	\$2,391,540.00

Account Description	TYPE	14-15 ACTUAL	15-16 BUDGET	15-16 EST. ACTUAL	PROPOSED BUDGET 2016-2017
TAXES		GENERAL FUND			
Franchise Tax-Electric	Income	53,066.00	49,500.00	47,436.00	45,000.00
Franchise Tax-Gas	Income	10,912.00	11,000.00	8,813.00	7,675.00
Franchise Tax-Pioneer	Income	5,683.00	5,500.00	4,681.00	3,700.00
Sales Tax-Unrestricted	Income	660,534.00	575,000.00	559,884.00	530,000.00
Taxes - Uses Tax	Income	48,665.00	53,000.00	47,039.00	40,000.00
State Toboc Tax	Income	7,868.00	8,100.00	6,777.00	5,400.00
Hotel Tax	Income	6,550.00	6,000.00	6,179.00	4,500.00
Total Taxes		793,278.00	708,100.00	680,809.00	636,275.00
INTERGOVERNMENTAL REV					
Alcoholic Beverage Tax	Income	60,773.00	60,000.00	59,921.00	55,000.00
REAP Grant	Income				
Grants					
Total Intergovernmental Revenue		60,773.00	60,000.00	59,921.00	55,000.00
CHARGES FOR SERVICES					
Concession Stand Pool	Income	5,499.00	4,850.00	4,360.00	5,500.00
Swimming Pool Passes	Income	7,088.00	6,850.00	8,127.00	8,500.00
RV Park Fees	Income	33,037.00	21,000.00	8,924.00	3,000.00
Property Cleanup	Income	1,686.00	1,687.00	2,000.00	1,600.00
Total Charges for Services		47,310.00	34,387.00	23,411.00	18,600.00
LICENSES AND PERMITS					
Occupational Licenses	Income	1,815.00	1,500.00	1,225.00	1,600.00
Permits	Income	495.00	400.00	550.00	200.00
Dog Tags	Income	33.00	31.00	30.00	24.00
Total Licenses and Permits		2,343.00	1,931.00	1,805.00	1,824.00
FINE REVENUE					
Police Fines	Income	2,885.00	3,000.00	3,987.00	2,800.00
Animal Control	Income	867.00	750.00	413.00	150.00
Accident Reports	Income	46.00	50.00	51.00	30.00
Police Mileage Reimbursements	Income	77.00	107.00	9.00	
Total Fine Revenue		3,875.00	3,907.00	4,460.00	2,980.00
INTEREST-RENT-ROYALTIES					
Interest	Income	2,915.00	2,850.00	2,462.00	2,000.00
Rents/Leases	Income			-	
Royalties	Income	38,020.00	26,500.00	14,693.00	8,000.00
Total Intergovernmental Revenue		40,935.00	29,350.00	17,155.00	10,000.00
DONATIONS					
Total Donations		-	-	400.00	-
OTHER REVENUE					
Sale of Real Estate	Income			1,200.00	
Other Revenue	Income	30,042.00	15,000.00	39,080.00	30,000.00
Transfer In	Income	133,000.00	292,368.00	292,368.00	338,352.00
Total Other Revenue		163,042.00	307,368.00	332,648.00	368,352.00
CEMETERY					
Lots sold 75%	Income	562.00	188.00	1,237.00	600.00
Interest	Income	13.00	13.00	26.00	15.00
Donations	Income			25.00	
Transfer In	Income				
Total Cemetery		575.00	201.00	1,288.00	615.00
FIRE ASSOCIATION					
Total Fire Association		20,667.00	21,000.00	15,273.00	15,000.00
TOTAL INCOME		1,132,798.00	1,166,244.00	1,137,170.00	1,108,646.00

GENERAL FUND EXPENSES	TYPE	14-15 ACTUAL	15-16 BUDGET	15-16 EST. ACTUAL	PROPOSED BUDGET 2016-2017
POLICE DEPT	Expenses				
Salaries & Wages	Expenses	73,622.00	112,029.00	119,208.00	124,714.00
Maintenance & Supplies	Expenses	8,617.00	10,600.00	5,482.00	4,500.00
OSBI/CLEET fees	Expenses	492.00	550.00	483.00	400.00
Fuel	Expenses	3,672.00	3,600.00	3,735.00	3,500.00
Utilities	Expenses	3,542.00	3,600.00	3,926.00	4,000.00
Contractual Services	Expenses	3,076.00	3,100.00	1,931.00	-
Capital outlay	Expenses		4,000.00	2,104.00	-
Total Police Dept.		93,021.00	137,479.00	136,869.00	137,114.00
FIRE DEPT	Expenses				
Salaries & Wages	Expenses	8,860.00	8,960.00	9,180.00	9,200.00
Maintenance & Supplies	Expenses	31,872.00	33,500.00	22,100.00	10,220.00
Utilities	Expenses	9,535.00	9,800.00	7,986.00	8,000.00
Contractual Services	Expenses	8,234.00	9,500.00	6,743.00	10,550.00
Capital outlay	Expenses			-	30,000.00
Fire Association	Expenses	15,086.00	35,000.00	34,462.00	15,000.00
Total Fire Dept		73,587.00	96,760.00	80,471.00	82,970.00
ST AND ALLEY	Expenses				
Maintenance & Supplies	Expenses	5,243.00	6,000.00	2,251.00	2,000.00
Fuel	Expenses	8,656.00	8,850.00	5,187.00	4,500.00
Utilities-phone	Expenses	698.00	765.00	585.00	590.00
Contractual Services	Expenses	1,673.00	1,720.00	2,850.00	2,600.00
Total Street and Alley		16,270.00	17,335.00	10,873.00	9,690.00
PARKS DEPT	Expenses				
Salaries & Wages	Expenses	83,380.00	99,000.00	128,728.00	131,912.00
Maintenance & Supplies	Expenses	26,482.00	21,000.00	17,182.00	16,000.00
RV Park	Expenses	31,488.00	28,200.00	3,598.00	2,500.00
Pool (Consession)	Expenses	3,615.00	3,500.00	4,973.00	4,000.00
Golf Course Repairs	Expenses			2,300.00	1,600.00
Fuel	Expenses	8,197.00	8,300.00	5,978.00	6,000.00
Utilities/Phone	Expenses	2,549.00	2,550.00	1,750.00	1,800.00
Contractual Services	Expenses	3,911.00	3,900.00	4,817.00	4,800.00
Capital Outlay	Expenses		13,500.00	10,540.00	15,000.00
Total Parks Dept		159,622.00	179,950.00	179,866.00	183,612.00
ANIMAL CONTROL HEADING	Expenses				
Maintenance & Supplies	Expenses	2,910.00	200.00	196.00	150.00
Fuel	Expenses			-	
Contractual Services	Expenses		50.00	-	
Total Animal Control		2,910.00	250.00	196.00	150.00
LIBRARY GEN HEADING	Expenses				
Salaries & Wages	Expenses	58,617.00	56,700.00	52,246.00	55,206.00
Maintenance & Supplies	Expenses	3,878.00	5,050.00	7,658.00	5,000.00
Utilities	Expenses	5,286.00	5,500.00	6,164.00	6,400.00
Contractual Services	Expenses	2,082.00	2,200.00	6,050.00	-
Capital Outlay	Expenses	15,046.00	6,200.00	279.00	10,000.00
Total Library Fund		84,909.00	75,650.00	72,397.00	76,606.00
COMMUNITY DEVELOPMENT	Expenses				
Maintenance & Supplies	Expenses	7,173.00	11,600.00	1,813.00	2,500.00
Contractual Services	Expenses	14,227.00	14,300.00	12,116.00	13,000.00
Hotel/Motel Tax Expenses	Expenses			2,250.00	2,250.00
R/E Purchases	Expenses	2,400.00		3,727.00	
Code Enforcement	Expenses			-	500.00
Total Community Development		23,800.00	25,900.00	19,906.00	18,250.00

GENERAL FUND EXPENSES	TYPE	14-15 ACTUAL	15-16 BUDGET	15-16 EST. ACTUAL	PROPOSED BUDGET 2016-2017
GENERAL GOVERNMENT	Expenses				
Salaries & Wages	Expenses	1,950.00	10,000.00	1,825.00	1,830.00
Maintenance & Supplies	Expenses	10,728.00	10,500.00	9,753.00	10,200.00
Utilities - Phone-Int	Expenses	1,839.00	1,980.00	1,818.00	2,000.00
Contractual Services	Expenses	9,885.00	9,900.00	9,494.00	5,000.00
Capital Outlay	Expenses	-	-	4,262.00	
Total General Government		24,402.00	32,380.00	27,152.00	19,030.00
ADMINISTRATION	Expenses				
Salaries & Wages	Expenses	138,715.00	135,500.00	137,472.00	131,034.00
Maintenance & Supplies	Expenses	3,094.00	3,200.00	3,246.00	3,000.00
Fuel	Expenses	2,081.00	2,300.00	1,790.00	2,000.00
Utilities-Phone	Expenses	639.00	700.00	594.00	600.00
Contractual Services	Expenses	2,799.00	2,800.00	-	3,000.00
Capital Outlay	Expenses			-	
Total Administration		147,328.00	144,500.00	143,102.00	139,634.00
CITY ATTORNEY HEADING	Expenses				
Contractual Services	Expenses	6,205.00	8,100.00	7,865.00	8,000.00
Total Attorney Fees		6,205.00	8,100.00	7,865.00	8,000.00
CLERK - TREASURER HEADING	Expenses				
Salaries & Wages	Expenses	53,752.00	55,000.00	56,751.00	60,335.00
Maintenance & Supplies	Expenses	10,857.00	12,000.00	12,165.00	12,200.00
Advertising and Ordinance	Expenses	435.00	740.00	612.00	590.00
Contractual Services	Expenses	31,117.00	49,000.00	45,641.00	48,000.00
Capital outlay	Expenses	3,574.00		-	
Total Clerk-Treasurer		99,735.00	116,740.00	115,169.00	121,125.00
CEMETERY					
Maintenance & Supplies	Expenses	665.00	500.00		
Contractual Services	Expenses	1,650.00	1,700.00	1,650.00	1,650.00
Capital Outlay	Expenses				
Total Cemetery		2,315.00	2,200.00	1,650.00	1,650.00
Trans Out	Expenses	407,329.00	354,500.00	345,262.00	310,815.00
TOTAL EXPENDITURES		1,141,433.00	1,191,744.00	1,140,778.00	1,108,646.00
Excess Revenue Over (Under) Expenditures		(8,635.00)	(25,500.00)	(3,608.00)	-
Beginning Fund Balance		127,478.21	118,843.21	118,843.18	115,235.18
Ending Fund Balance, Estimated		118,843.21	93,343.21	115,235.18	115,235.18

Account Description	TYPE	14-15 ACTUAL	15-16 BUDGET	15-16 EST. ACTUAL	PROPOSED BUDGET 2016-2017
SHATTUCK MUNICIPAL					
Water	Income	288,429.00	285,000.00	277,150.00	\$ 271,000.00
Sewer	Income	178,488.00	165,000.00	146,650.00	\$ 128,025.00
Sanitation	Income	171,554.00	172,000.00	161,861.00	\$ 157,000.00
Late Charges	Income	9,371.00	9,400.00	10,486.00	\$ 9,500.00
Air Evac .50	Income	1,227.00	1,000.00	557.00	\$ 1,200.00
Interest	Income	144.00	150.00	109.00	\$ 100.00
Bulk Water	Income	3,364.00	3,650.00	4,639.00	\$ 5,600.00
Admin - reconnect/nsf	Income	5,417.00	4,600.00	4,337.00	\$ 3,250.00
Grant Income	Income	47,205.00	500,000.00	539,205.00	\$ 135,000.00
Trans In	Income	220,178.00	180,000.00	186,628.00	\$ 155,815.00
Other Revenue	Income	592.00	400.00	2,607.00	\$ 300.00
Water Tap	Income	1,500.00	2,000.00	750.00	\$ 750.00
SEWER TAP	Income	120.00	200.00	-	\$ 200.00
OWRB Loan Proceeds	Income			-	
Use of Fund Balance	Income				\$ 203,165.00
Total Income		927,589.00	1,323,400.00	1,334,979.00	\$ 1,070,905.00

Account Description	TYPE	14-15 ACTUAL	15-16 BUDGET	15-16 EST. ACTUAL	PROPOSED BUDGET 2016-2017
SHATTUCK MUNICIPAL AUTHORITY					
SALARIES & WAGES	Expenses				
Water	Expenses	113,765.00	113,900.00	115,238.00	\$ 113,624.00
Sewer	Expenses	42,400.00	56,923.00	55,352.00	\$ 56,345.00
Sanitation	Expenses	56,171.00	55,000.00	55,176.00	\$ 57,739.00
Total Salaries & Wages		212,336.00	225,823.00	225,766.00	227,708.00
MAINTENANCE & SUPPLIES					
Water	Expenses	30,186.00	37,000.00	27,378.00	\$ 29,000.00
Sewer	Expenses	30,205.00	32,500.00	19,280.00	\$ 13,000.00
Sanitation	Expenses	5,134.00	6,500.00	12,131.00	\$ 14,500.00
Total Maintenance & Supplies		65,525.00	76,000.00	58,789.00	56,500.00
FUEL					
Water	Expenses	5,238.00	5,300.00	3,000.00	\$ 3,000.00
Sewer	Expenses	73.00	150.00	-	\$ 150.00
Sanitation	Expenses	13,118.00	13,250.00	6,860.00	\$ 7,500.00
Total Fuel Costs		18,429.00	18,700.00	9,860.00	10,650.00
UTILITIES					
Water Utilities/phone	Expenses	41,490.00	42,470.50	45,987.00	\$ 45,000.00
Sewer Utilities/Phone	Expenses	12,923.00	15,670.50	12,330.00	\$ 12,000.00
Sanitation Utilities/Phone	Expenses	698.00	800.00	595.00	\$ 650.00
Total Utilities		55,111.00	58,941.00	58,912.00	57,650.00
CONTRACTUAL SERVICES	Expenses				
Water	Expenses	13,333.00	10,200.00	10,168.00	\$ 12,000.00
Sewer	Expenses	29,256.00	33,600.00	27,266.00	\$ 27,000.00
Sanitation	Expenses	62,735.00	63,500.00	60,849.00	\$ 59,000.00
Total Contractual Services		105,324.00	107,300.00	98,283.00	98,000.00
CAPITAL OUTLAY	Expenses				
Water	Expenses	116,635.00	657,736.00	649,222.00	\$ 135,000.00
Sewer	Expenses			1,421.00	
Sanitation	Expenses			1,421.00	
Total Capital Outlay		116,635.00	657,736.00	652,064.00	135,000.00
OTHER EXPENSES	Expenses				
Shop	Expenses	18,423.00	21,000.00	16,806.00	\$ 20,500.00
Other	Expenses	66,150.00	67,000.00	64,705.00	\$ 47,500.00
Bank Fees	Expenses	7,990.00	8,250.00	8,100.00	\$ 8,200.00
OWRB Payment	Expenses	88,487.00	71,000.00	70,845.00	\$ 70,845.00
Grant Expenses	Expenses				
Transfer Out	Expenses	133,000.00	292,368.00	292,368.00	\$ 338,352.00
Total Other Expenses		314,050.00	459,618.00	452,824.00	485,397.00
TOTAL EXPENDITURES		887,410.00	1,604,118.00	1,556,498.00	1,070,905.00
Excess Revenue Over (Under) Expenditures		40,179.00	(280,718.00)	(221,519.00)	-
Beginning Fund Balance		660,377.01	700,552.39	700,552.39	\$ 479,033.39
Ending Fund Balance, Estimated		700,552.39	419,834.39	479,033.39	479,033.39

Account Description	TYPE	14-15 ACTUAL	15-16 BUDGET	15-16 EST. ACTUAL	PROPOSED BUDGET 2016-2017
ST AND ALLEY FUND HEADING	Income				
State Gasoline Tax	Income	2,534.00	2,500.00	2,840.00	2,400.00
Commercial Vehicle Tax	Income	10,347.00	10,200.00	9,923.00	9,000.00
Interest Income	Income	51.00	55.00	75.00	70.00
Transfer In- Sales Tax	Income	187,151.00	153,000.00	158,634.00	155,000.00
Use of Fund Balance	Income				27,169.00
TOTAL INCOME		200,083.00	165,755.00	171,472.00	193,639.00
ST AND ALLEY FUND HEADING	Expenses				
Salaries & Wages	Expenses	53,807.00	52,000.00	54,658.00	57,639.00
Maintenance & Supplies	Expenses	139,888.00	169,000.00	75,973.00	95,000.00
Street Lights	Expenses	41,063.00	41,200.00	39,978.00	41,000.00
Contractual Services	Expenses			-	
Capital Outlay	Expenses	45,426.00		-	
TOTAL EXPENDITURES		280,184.00	262,200.00	170,609.00	193,639.00
Excess Revenue Over (Under) Expenditures		(80,101.00)	(96,445.00)	863.00	-
Beginning Fund Balance	Income	613,666.99	533,565.99	533,566.30	534,429.30
Ending Fund Balance, estimated		533,565.99	437,120.99	534,429.30	534,429.30

Account Description	TYPE	14-15 ACTUAL	15-16 BUDGET	15-16 EST. ACTUAL	PROPOSED BUDGET 2016-2017
FIRE TRUCK FUND					
Operational Grant	Income	4,484.00	4,400.00	4,290.00	4,300.00
Donations	Income	9,132.00	8,700.00	4,135.00	2,400.00
Miscellaneous	Income	3,244.00	3,700.00		
Transfer In	Income				
Use of Fund Balance	Income				
TOTAL INCOME		16,860.00	16,800.00	8,425.00	6,700.00
Maintenance & Supplies	Expenses	11,642.00	16,800.00	12,196.00	400.00
Fuel	Expenses	2,372.00	2,650.00	1,914.00	2,000.00
Contractual	Expenses		4,500.00	3,496.00	
Capital Outlay	Expenses	3,090.00	3,100.00		
Operational Grant	Expenses	4,484.00	4,400.00	4,290.00	4,300.00
TOTAL EXPENDITURES		21,588.00	31,450.00	21,896.00	6,700.00
Excess Revenue Over (Under) Expenditures		(4,728.00)	(14,650.00)	(13,471.00)	-
Beginning Fund Balance		22,746.67	18,018.34	18,018.34	4,547.34
Ending Fund Balance, Estimated		18,018.34	3,368.34	4,547.34	4,547.34

Account Description	TYPE	14-15 ACTUAL	15-16 BUDGET	15-16 EST. ACTUAL	PROPOSED BUDGET 2016-2017
LIBRARY FUND REV					
Donations	Income			602.00	\$ 100.00
Other Income	Income	2,945.00	2,150.00	1,626.00	\$ 1,500.00
Book Sale	Income	424.00	460.00	212.00	\$ 200.00
Book Fines	Income	301.00	234.00	267.00	\$ 300.00
Grant	Income			1,800.00	\$ -
State Aid	Income	10,711.00	10,800.00	9,026.00	\$ 9,000.00
Transfer In	Income			-	
TOTAL INCOME		14,381.00	13,644.00	13,533.00	11,100.00
LIBRARY FUND EXPEND					
Maintenance & Supplies	Expenses		2,844.00	2,385.00	\$ 2,100.00
Grant	Expenses			-	
State Aid	Expenses	10,664.46	10,800.00	9,026.00	\$ 9,000.00
Capital Outlay	Expenses			-	
Transfer Out - General Fund	Expenses			-	
TOTAL EXPENDITURES		10,664.46	13,644.00	11,411.00	11,100.00
Excess Revenue Over (Under) Expenditures	-	3,716.54	-	2,122.00	-
Beginning Fund Balance		13,461.18	17,178.04	17,178.04	19,300.04
Ending Fund Balance, Estimated		17,177.72	17,178.04	19,300.04	19,300.04

Account Description	TYPE	14-15 ACTUAL	15-16 BUDGET	15-16 EST. ACTUAL	PROPOSED BUDGET 2016-2017
CEMETERY CARE					
Donations	Income	560.00		-	\$ -
Cemetery Care Interest	Income	20.00	63.00	39.00	40.00
Newman Trust	Income	160.00	20.00	162.00	160.00
Cemetery Care Lots Sold	Income	187.00	160.00	413.00	350.00
Transfer In	Income			-	
TOTAL INCOME		927.00	243.00	614.00	550.00
CEMETERY CARE					
Maintenance & Supplies	Expenses	-	243.00	-	550.00
Capital Outlay	Expenses	-	-	-	
TOTAL EXPENDITURES		-	243.00	-	550.00
Excess Revenue Over (Under) Expenditures	-	927.00	-	614.00	-
Beginning Fund Balance		19,653.73	20,581.71	20,581.71	19,897.00
Ending Fund Balance (estimated)		20,581.71	19,654.00	19,897.00	19,897.00