

TOWN OF BUFFALO, OKLAHOMA
Fiscal Year 2015 / 2016 Annual Budget
BUDGET MEMO
June Amendments

DATE: June 8, 2016

TO: Town of Buffalo Trustees

FROM: Tracy Reed, CPA
RSMeacham CPAs & Advisors

RE: 2015 / 2016 Annual Budget June Amendments

The 2015 / 2016 Amended Budget for the Town of Buffalo is presented, as attached, for approval by the Council in accordance with the Oklahoma Municipal Budget Act.

The budget amendments include the following highlights:

General Fund: Net impact to fund balance increase \$367,857

Revenue increase \$178,000

Net decrease in tax revenue of \$3,000

Fire income increase \$127,365 for insurance reimbursement and donations

Insurance reimbursement for Golf Course \$116,543

Decrease in FY16 for carryforward REAP Grant to FY17 \$46,919

Expense increase \$85,694

Fire increase \$16,200 for outfitting Forestry Department donated truck funded with donations

Golf Course increase \$73,109 for shop building and 25% of new club house, paid from insurance reimbursements

Transfers and Beginning Fund Balance

Decrease transfer out to PWA \$50,000

Increase Beginning Fund Balance \$225,171 over prior year estimate

PWA: Net impact to fund balance increase \$475,000

Revenue Decrease \$490,000

Loan proceeds budgeted were not received, and the corresponding expense was not incurred

Expense Decrease \$990,417

Water Project was not completed in FY16 project has been moved to FY17 budget

Transfers and Beginning Fund Balance

Decrease transfer in from General Fund \$50,000

Increase Beginning Fund Balance \$24,695 over prior year estimate

The legal level of control for the City'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 Tracy Reed.



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Town of Buffalo
General Fund Budget
Fiscal Year 2015 - 2016
June Amendments

	APPROVED BUDGET FISCAL YEAR 2015 / 2016	PROPOSED AMENDMENTS June 2016	PROPOSED BUDGET FISCAL YEAR 2015 / 2016
OPERATING REVENUES			
Sales tax	264,764	(14,000)	250,764
Use Tax	12,408	9,000	21,408
Franchise Tax	51,883	(2,000)	49,883
Beverage Tax	44,166	3,000	47,166
Tobacco Tax	2,963	-	2,963
Swimming Pool & Park Fees	2,000	500	2,500
Motor Vehicle & Gas Excise Tax	10,000	1,000	11,000
Royalty Income	350	2,300	2,650
Cemetery	4,000	1,600	5,600
Rental revenues	17,000	-	17,000
Golf Course	14,000	3,500	17,500
Fire Department	5,000	127,365	132,365
Library	5,000	-	5,000
Licenses & Permits	1,500	-	1,500
Grants			
Airport - FAA; Overlay (90/10 match)-carryover to FY16	517,500	-	517,500
REAP - Water upgrade	49,999	(46,919)	3,080
Grant - CDBG - update capital plan - carryover to FY16 (from PWA)	18,175	-	18,175
Grant - CDBG - Water Project	-	-	-
Other Revenue	6,000	116,534	122,534
UTILITY REVENUES			
Water	185,000	(5,000)	180,000
Rate Increase - 10%	18,500	(18,500)	-
Sewer	50,000	-	50,000
Rate Increase - 10%	5,000	-	5,000
Trash	140,000	-	140,000
Rate Increase - 10%	14,000	-	14,000
TOTAL OPERATING REVENUES	1,439,209	178,380	1,617,588
OPERATING EXPENSES			
General Government			
Personal Services	140,000	-	140,000
Materials and Supplies	22,000	(10,000)	12,000
Other Services and Charges	67,000	(10,000)	57,000
Capital Outlay - computer upgrades	6,000	-	6,000
Update Capital Plan - Carryover to FY16 (from PWA)	18,175	-	18,175
Total General Government	253,175	(20,000)	233,175
Street & Alley Department			
Personal Services	15,000	13,000	28,000
Materials and Supplies	5,000	-	5,000
Other Services and Charges	20,000	-	20,000
Capital Outlay-Pay off of Note for Loader	-	-	-
Total Street & Alley Department	40,000	13,000	53,000
Fire Department			
Personal Services	5,000	-	5,000
Materials and Supplies	6,000	1,200	7,200
Other Services and Charges	3,000	-	3,000
Capital Outlay	5,000	15,000	20,000
Total Fire Department	19,000	16,200	35,200
Cemetery Department			
Personal Services	-	-	-
Materials and Supplies	-	-	-
Other Services and Charges	2,000	-	2,000
Capital Outlay-preparation of addition-carryover to FY16	13,000	-	13,000
Total Cemetery Department	15,000	-	15,000
Golf Course Department			
Personal Services	44,000	-	44,000
Materials and Supplies	7,000	45,000	52,000
Other Services and Charges	20,000	1,000	21,000
Capital Outlay	-	27,109	27,109
Fairway Mower	20,000	-	20,000
Total Golf Course Department	91,000	73,109	164,109

**Town of Buffalo
General Fund Budget
Fiscal Year 2015 - 2016
June Amendments**

	APPROVED BUDGET FISCAL YEAR 2015 / 2016	PROPOSED AMENDMENTS June 2016	PROPOSED BUDGET FISCAL YEAR 2015 / 2016
Pool Department			
Personal Services	10,000	-	10,000
Materials and Supplies	3,500	-	3,500
Other Services and Charges	4,000	-	4,000
Capital Outlay	-	-	-
Total Pool Department	<u>17,500</u>	<u>-</u>	<u>17,500</u>
Parks Department			
Personal Services	-	-	-
Materials and Supplies	500	-	500
Other Services and Charges	5,000	1,000	6,000
Capital Outlay - Trailer	10,000	-	10,000
Capital Outlay - Mower	8,000	-	8,000
Total Parks Department	<u>23,500</u>	<u>1,000</u>	<u>24,500</u>
Airport Department			
Personal Services	-	-	-
Materials and Supplies	-	-	-
Other Services and Charges	9,500	4,500	14,000
Capital Outlay-Overlay Project (FAA Grant)-carryover to FY18	575,000	8,386	583,386
Total Airport Department	<u>584,500</u>	<u>12,886</u>	<u>597,386</u>
Library Department			
Personal Services	9,000	-	9,000
Materials and Supplies	5,000	-	5,000
Other Services and Charges	6,000	-	6,000
Capital Outlay	-	-	-
Total Library Department	<u>20,000</u>	<u>-</u>	<u>20,000</u>
Animal Control / Code Enforcement Department			
Personal Services	-	-	-
Materials and Supplies	100	-	100
Other Services and Charges	4,500	(2,000)	2,500
Capital Outlay	-	-	-
Total Animal Control / Code Enforcement Department	<u>4,600</u>	<u>(2,000)</u>	<u>2,600</u>
Economic Development Department			
Personal Services	45,000	-	45,000
Materials and Supplies	-	-	-
Other Services and Charges	1,200	-	1,200
Capital Outlay	-	-	-
Total Economic Development Department	<u>46,200</u>	<u>-</u>	<u>46,200</u>
Sewer Department			
Personal Services	45,000	-	45,000
Materials and Supplies	250	-	250
Other Services and Charges	5,000	-	5,000
Capital Outlay	-	-	-
Total Sewer Department	<u>50,250</u>	<u>-</u>	<u>50,250</u>
Water Department			
Personal Services	50,000	-	50,000
Materials and Supplies	4,500	-	4,500
Other Services and Charges	60,000	-	60,000
Capital Outlay	-	-	-
Total Water Department	<u>114,500</u>	<u>-</u>	<u>114,500</u>
Trash Department			
Personal Services	37,500	-	37,500
Materials and Supplies	14,500	(3,500)	11,000
Other Services and Charges	50,000	(5,000)	45,000
Capital Outlay	-	-	-
Total Trash Department	<u>102,000</u>	<u>(8,500)</u>	<u>93,500</u>
TOTAL EXPENDITURES	<u>1,381,225</u>	<u>85,694</u>	<u>1,466,919</u>
REVENUES OVER (UNDER) EXPENDITURES	<u>57,984</u>	<u>92,686</u>	<u>150,669</u>

Town of Buffalo
General Fund Budget
Fiscal Year 2015 - 2016
June Amendments

	APPROVED BUDGET FISCAL YEAR 2015 / 2016	PROPOSED AMENDMENTS June 2016	PROPOSED BUDGET FISCAL YEAR 2015 / 2016
OTHER FINANCING SOURCES (USES)			
Interest	1,400	-	1,400
Transfers-out	(50,000)	50,000	-
Total other financing sources (uses)	(48,600)	50,000	1,400
TOTAL OTHER FINANCING SOURCES (USES)	(48,600)	50,000	1,400
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	9,384	142,686	152,069
BEGINNING FUND BALANCE	1,149,506	225,171	1,374,677
ENDING FUND BALANCE	1,158,890	367,857	1,526,746

<u>Gross Profit Calculations: excludes Capital Outlay</u>			
Water Revenues	203,500	(23,500)	180,000
Water Expenses	(114,500)	-	(114,500)
Gross Profit	89,000	(23,500)	65,500
Gross Profit %	44%		36%
Sewer Revenues	55,000	-	55,000
Sewer Expenses	(50,250)	-	(50,250)
Gross Profit	4,750	-	4,750
Gross Profit %	9%		9%
<u>Sewer & Water Combined:</u>			
Revenues	258,500	(23,500)	235,000
Expenses	(164,750)	-	(164,750)
Gross Profit	93,750	(23,500)	70,250
Gross Profit %	36%		30%
Trash Revenues	154,000	-	154,000
Trash Expenses	(102,000)	8,500	(93,500)
Gross Profit	52,000	8,500	60,500
Gross Profit %	34%		39%

**Town of Buffalo
Public Works Authority Budget
Fiscal Year 2015 - 2016
June Amendments**

	APPROVED BUDGET FY 2015/2016	PROPOSED AMENDMENTS June 2016	PROPOSED BUDGET 2015/2016
OPERATING REVENUES			
Special Assessments	145,000	10,000	155,000
CDBG - update capital plan - carryover to FY16 (to GF)	-	-	-
OWRB - Water Storage	94,500	-	94,500
Loan Proceeds	500,000	(500,000)	-
TOTAL OPERATING REVENUES	739,500	(490,000)	249,500
OPERATING EXPENSES			
Materials and Supplies	6,500	-	6,500
Other Services and Charges	200	-	200
Capital improvements			
Capital Improvements-Sewer line to new housing addition-carryover from FY15	41,602	-	41,602
Update Capital Plan - Carryover to FY16 (to GF)	-	-	-
Cut-off Saw	1,500	-	1,500
Water Pump	3,000	-	3,000
Flow Meters and Line Location	25,000	10,000.00	35,000
Water Meters - replacements (600)	42,000	-	42,000
CDBG Matching for Water Improvements - carryover from FY15	41,455	-	41,455
Grant writing expenses - carryover form FY15	7,000	-	7,000
Water Improvements	1,000,000	(868,417.00)	131,583
Debt Service - \$500,000, 2.5%, 4 yrs. - estimated	132,000	(132,000.00)	-
TOTAL OPERATING EXPENDITURES	1,300,257	(990,417)	309,840
OPERATING INCOME (LOSS)	(560,757)	500,417	(60,340)
NON-OPERATING REVENUES (EXPENSES)			
Interest Income	400	80	480
TOTAL OTHER FINANCING SOURCES (USES)	400	80	480
INCOME (LOSS) BEFORE OPERATING	(560,357)	500,497	(59,860)
OPERATING TRANSFERS IN			
General Fund	50,000	(50,000)	-
Total transfers in	50,000	(50,000)	-
OPERATING TRANSFERS OUT			
General Fund	-	-	-
Street & Alley	-	-	-
Total transfers out	-	-	-
NET INCOME	(510,357)	450,497	(59,860)
BEGINNING RETAINED EARNINGS	545,446	24,679	570,125
ENDING RETAINED EARNINGS	35,089	475,176	510,265