

**TOWN OF BUFFALO, OKLAHOMA**  
**Fiscal Year 2018 / 2019 Annual Budget**  
**BUDGET MEMO**  
**June Amendments**

DATE: June 5, 2019  
TO: Town of Buffalo Trustees  
FROM: Tracy Reed, CPA  
*RSMeacham CPAs & Advisors*  
RE: 2018 / 2019 Annual Budget June Amendments

The 2018 / 2019 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: Decrease of \$17,177**

Revenue increase \$34,240

- \* Fire Department revenue increase of \$29,000 largely related to insurance reimbursements
- \* Grant revenue increase of \$5,240 for Airport Project.

Expense increase of \$51,417

- \* Increase of \$23,411 in the Fire department largely related to repairs offset with insurance reimbursements.
- \* Increase of \$5,500 in the Golf department for purchase of greens mower.
- \* Increase of \$18,000 in Parks department for outstanding repair invoices.
- \* Increase of \$4,506 in Airport department for grant expense

**PWA: Net impact to fund balance: Increase of \$4,365**

Revenue Decrease \$161,963

- \* Net decrease in utility fees of \$47,963 based on YTD collections related to utility rate increases not collected until October 2018
- \* Decrease in loan proceeds of \$114,000 due to the water project not started in FY19.

Expense Decrease \$166,328

- \* Water expense decrease of \$175,828 largely related to the water project not beginning in FY19.
- \* Sewer expense increase of \$1,500 related to year-to-date activity.
- \* Trash expenses increase of \$8,000 related to year-to-date activity.

The legal level of control for the City's 2018 / 2019 budget is established at the Department level. Additional detail is provided for analysis purposes only.

If you have any questions, please contact Russ Meacham, CPA or Tracy Reed, CPA.

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State Auditor  
and Inspector

**TOWN OF BUFFALO, OKLAHOMA**  
 Fiscal Year 2018 / 2019 Annual Budget  
 June Amendments  
 BUDGET SUMMARY

	BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	TRANSFERS	Net Change	ENDING BALANCE
<b>GENERAL FUND</b>	\$ 1,717,823	\$ 452,132	\$ (633,515)	\$ -	\$ (181,383)	\$ 1,536,440
<b>ENTERPRISE FUNDS</b>						
Public Works Authority	\$ 725,593	\$ 753,957	\$ (479,549)	\$ -	\$ 274,408	\$ 1,000,001
<b>GRAND TOTAL ALL FUNDS</b>	<b>\$ 2,443,416</b>	<b>\$ 1,206,089</b>	<b>\$ (1,113,064)</b>	<b>\$ -</b>	<b>\$ 93,025</b>	<b>\$ 2,536,441</b>

**Town of Buffalo**  
**General Fund Budget**  
*June Amendments*  
**Fiscal Year 2018 - 2019**

	APPROVED BUDGET 2018/2019	PROPOSED AMENDMENTS JUNE '19	AMENDED BUDGET 2018/2019
<b>OPERATING REVENUES</b>			
Sales tax	209,249	-	209,249
Use Tax	19,657	-	19,657
Franchise Tax	46,847	-	46,847
Beverage Tax	49,446	-	49,446
Tobacco Tax	2,365	-	2,365
Motor Vehicle & Gas Excise Tax	10,278	-	10,278
Swimming Pool & Park Fees	3,500	-	3,500
Royalty Income	250	-	250
Cemetery	4,000	-	4,000
Rental revenues	17,000	-	17,000
Golf Course	17,000	-	17,000
Fire Department	3,800	29,000	32,800
Library	5,000	-	5,000
Licenses & Permits	1,000	-	1,000
Grants	-	5,240	5,240
REAP Grant- Street repairs	25,000	-	25,000
Other Revenue	2,000	-	2,000
<b>TOTAL OPERATING REVENUES</b>	<b>416,392</b>	<b>34,240</b>	<b>450,632</b>
<b>OPERATING EXPENSES</b>			
<b>General Government</b>			
Personal Services	158,297	-	158,297
Materials and Supplies	6,000	-	6,000
Other Services and Charges	55,000	-	55,000
Capital Outlay	-	-	-
Town Hall Upgrades	10,000	-	10,000
<b>Total General Government</b>	<b>229,297</b>	<b>-</b>	<b>229,297</b>
<b>Street &amp; Alley Department</b>			
Personal Services	34,754	-	34,754
Materials and Supplies	25,000	-	25,000
Other Services and Charges	12,000	-	12,000
Capital Outlay	25,000	-	25,000
<b>Total Street &amp; Alley Department</b>	<b>96,754</b>	<b>-</b>	<b>96,754</b>

**Town of Buffalo**  
**General Fund Budget**  
*June Amendments*  
**Fiscal Year 2018 - 2019**

	APPROVED BUDGET 2018/2019	PROPOSED AMENDMENTS JUNE '19	AMENDED BUDGET 2018/2019
<b>Fire Department</b>			
Personal Services	3,000	-	3,000
Materials and Supplies	15,000	17,798	32,798
Other Services and Charges	7,000	-	7,000
Capital Outlay	-	5,613	5,613
<b>Total Fire Department</b>	<b>25,000</b>	<b>23,411</b>	<b>48,411</b>
<b>Cemetery Department</b>			
Materials and Supplies	5,000	-	5,000
Other Services and Charges	2,000	-	2,000
<b>Total Cemetery Department</b>	<b>7,000</b>	<b>-</b>	<b>7,000</b>
<b>Golf Course Department</b>			
Personal Services	57,672	-	57,672
Materials and Supplies	12,000	-	12,000
Other Services and Charges	20,000	-	20,000
Capital Outlay	-	5,500	5,500
Lease payment Golf Cars/Utility Vehicle \$367.02/mo	4,404	-	4,404
<b>Total Golf Course Department</b>	<b>94,076</b>	<b>5,500</b>	<b>99,576</b>
<b>Pool Department</b>			
Personal Services	12,000	-	12,000
Materials and Supplies	5,000	-	5,000
Other Services and Charges	4,500	-	4,500
<b>Total Pool Department</b>	<b>21,500</b>	<b>-</b>	<b>21,500</b>
<b>Parks Department</b>			
Materials and Supplies	1,000	-	1,000
Other Services and Charges	6,000	18,000	24,000
<b>Total Parks Department</b>	<b>7,000</b>	<b>18,000</b>	<b>25,000</b>
<b>Airport Department</b>			
Materials and Supplies	500	-	500
Other Services and Charges	7,000	-	7,000
Capital Outlay-Overlay Project (FAA Grant)-carryover to	-	4,506	4,506
<b>Total Airport Department</b>	<b>7,500</b>	<b>4,506</b>	<b>12,006</b>

**Town of Buffalo**  
**General Fund Budget**  
*June Amendments*  
**Fiscal Year 2018 - 2019**

	APPROVED BUDGET 2018/2019	PROPOSED AMENDMENTS JUNE '19	AMENDED BUDGET 2018/2019
<b>Library Department</b>			
Personal Services	9,711	-	9,711
Materials and Supplies	7,000	-	7,000
Other Services and Charges	7,000	-	7,000
Capital Outlay	-	-	-
<b>Total Library Department</b>	<u>23,711</u>	-	<u>23,711</u>
<b>Animal Control / Code Enforcement Department</b>			
Materials and Supplies	500	-	500
Other Services and Charges	25,000	-	25,000
Capital Outlay	-	-	-
<b>Total Animal Control / Code Enforcement Department</b>	<u>25,500</u>	-	<u>25,500</u>
<b>Economic Development Department</b>			
Personal Services	43,760	-	43,760
Materials and Supplies	1,000	-	1,000
<b>Total Economic Development Department</b>	<u>44,760</u>	-	<u>44,760</u>
<b>TOTAL EXPENDITURES</b>	<u>582,098</u>	<u>51,417</u>	<u>633,515</u>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<u>(165,706)</u>	<u>(17,177)</u>	<u>(182,883)</u>
<b>OTHER FINANCING SOURCES (USES)</b>			
Interest	1,500	-	1,500
Transfers-out	-	-	-
Total other financing sources (uses)	<u>1,500</u>	-	<u>1,500</u>
Transfers-in	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<u>1,500</u>	-	<u>1,500</u>
<b>REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES</b>	<u>(164,207)</u>	<u>(17,177)</u>	<u>(181,383)</u>
<b>BEGINNING FUND BALANCE</b>	<u>1,717,823</u>		<u>1,717,823</u>
<b>ENDING FUND BALANCE</b>	<u><u>1,553,616</u></u>		<u><u>1,536,440</u></u>

**Town of Buffalo**  
**Public Works Authority Budget**  
*June Amendments*  
**Fiscal Year 2018 - 2019**

	<b>APPROVED BUDGET 2018/2019</b>	<b>PROPOSED AMENDMENTS JUNE '19</b>	<b>AMENDED BUDGET 2018/2019</b>
<b>OPERATING REVENUES</b>			
Utility improvement Fees			-
Sewer	52,500	(43,670)	8,830
Water	62,000	(51,638)	10,362
Trash	46,000	(37,655)	8,345
Rate Increase - 0%	-	-	-
Utility Revenues from GF to be recorded in PWA beginning FY19			
Water	195,000	30,000	225,000
Rate Increase - \$30/month per customer	232,920	(10,000)	222,920
Sewer	60,000	30,000	90,000
Rate Increase - 2.2%	-	-	-
Trash	153,000	35,000	188,000
Rate Increase - 2.2%	-	-	-
Miscellaneous Revenues	-	-	-
CDBG- Water Improvement System Grant	-	-	-
Loan Proceeds	114,000	(114,000)	-
<b>TOTAL OPERATING REVENUES</b>	<b>915,420</b>	<b>(161,963)</b>	<b>753,457</b>
<b>OPERATING EXPENSES</b>			
Expenses from GF to be booked in PWA fund beginning FY19			
<b>Water Department</b>			
Personal Services	67,426	(40,000)	27,426
Materials and Supplies	18,500	-	18,500
Other Services and Charges	60,000	(20,000)	40,000
Capital Outlay	200,000	20,000	220,000
Debt Service - 6 Months debt service - \$18,865/mo	113,190	(113,190)	-
Debt Reserve Requirement	22,638	(22,638)	-
<b>Total Water Department</b>	<b>481,754</b>	<b>(175,828)</b>	<b>305,926</b>
<b>Sewer Department</b>			
Personal Services	45,334	-	45,334
Materials and Supplies	-	1,500	1,500
Other Services and Charges	5,000	-	5,000
Capital Outlay	25,000	-	25,000
<b>Total Sewer Department</b>	<b>75,334</b>	<b>1,500</b>	<b>76,834</b>
<b>Trash Department</b>			
Personal Services	39,789	-	39,789
Materials and Supplies	8,000	3,000	11,000
Other Services and Charges	41,000	5,000	46,000
Capital Outlay	-	-	-
<b>Total Trash Department</b>	<b>88,789</b>	<b>8,000</b>	<b>96,789</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>645,877</b>	<b>(166,328)</b>	<b>479,549</b>
<b>OPERATING INCOME (LOSS)</b>	<b>269,543</b>	<b>4,365</b>	<b>273,908</b>

	APPROVED BUDGET 2018/2019	PROPOSED AMENDMENTS JUNE '19	AMENDED BUDGET 2018/2019
NON-OPERATING REVENUES (EXPENSES)			
Interest Income	500	-	500
TOTAL OTHER FINANCING SOURCES (USES)	<u>500</u>	-	<u>500</u>
INCOME (LOSS) BEFORE OPERATING	270,043	4,365	274,408
NET INCOME	270,043	4,365	274,408
BEGINNING RETAINED EARNINGS	<u>725,593</u>		<u>725,593</u>
ENDING RETAINED EARNINGS	<u><u>995,636</u></u>		<u><u>1,000,001</u></u>