

**BUDGET ADOPTION RESOLUTION**

**TOWN OF EAST DUKE, OKLAHOMA  
RESOLUTION NO. 0613-16**

**A RESOLUTION APPROVING THE TOWN OF EAST DUKE, OKLAHOMA BUDGET FOR THE FISCAL YEAR 2016 - 2017 AND ESTABLISHING BUDGET AMENDMENT AUTHORITY**

**WHEREAS**, The Town of East Duke 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 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 of East Duke 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 East Duke 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 EAST DUKE, OKLAHOMA:**

**SECTION 1.** The Town Council of the Town of East Duke does hereby adopt the FY 2016 - 2017 Budget on the 13th day of June 2016 with total resources available in the amount of approximately \$1,455,775, and total fund/departmental appropriations in the amount of \$955,754. Legal appropriations (spending/encumbering limits) are hereby established as follows:

Fund: Department	Appropriation Amount
General Fund:	
General government	\$4,750
Fire Department	6,000
Street & Alley Department	4,000
Parks & Recreation Department	1,000

*Tracy Reed*

**RECEIVED**

**JUN 29 2016**

**State Auditor  
and Inspector**

*Jackson*

Police Department	73,348
Community Building Department	6,000
Municipal Court	2,000
Duke Municipal Authority:	
Administration Department	\$55,141
Sewer Department	8,000
Water Department	734,085
Trash Department	61,430

**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.

**TOWN OF EAST DUKE OKLAHOMA**  
**Fiscal Year 2016 - 2017 Annual Budget**

**BUDGET MEMO**

DATE June 13, 2016

TO Town of East Duke, Council Members

FROM Tracy Reed, CPA  
RSMeacham CPAs & Advisors

RE 2016 / 2017 Annual Budget

The FY 2017 Annual Budget for the Town of East Duke 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 2016/2017:

- Recurring revenues are budgeted at 90%
- Capital Outlay for the General Fund includes the purchase of a new police car at \$20,000.
- Capital Outlay for the DMA includes \$22,000 to connect water systems.
- Cost-of-living pay increases for full-time employees are budgeted at 2%. This increase is estimated to add \$2,800 in expenses next year.
- Included in this budget is a 44% increase in water rates for Town customers and a 3% increase for Centralvue customers. This increase is expected to generate an additional \$223,900 in water revenues. These revenues will be offset by the 44% increase in the cost to purchase water from our water provider. The increase in water costs are expected to be approximately \$163,000. No rate increase is included for Sewer or Trash.
- In comparison to the item above, a sales tax increase from 2 cents to 3 cents would result in an estimated \$15,800 increase in revenue. (not included in this budget)
- Continued debt service payments for the USDA note is budgeted at \$13,296.
- This budget projects a profit of \$51,177 for fiscal year 2017.

In accordance with Section 17-208, Title 11, Oklahoma Statutes, the FY 2017 budget was presented to Council on May 9, 2016 for consideration.

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, CPA, or Tracy Reed, CPA.

In accordance with Section 17-208, Title 11, Oklahoma Statutes, notice is hereby given the proposed Town of East Duke Fiscal Year 2016 / 2017 Annual Budget will be considered at a public hearing on June 13, 2016, at 6:30 p.m. in the East Duke Town Hall. Copies of the proposed budget are available for review in the Office of the City Clerk, PO Box 340, Duke, OK 73532. Notice is hereby given that the Town of East Duke 2016 / 2017 Annual Budget will be adopted during a meeting of the City Council on June 13, 2016.

**TOWN OF EAST DUKE, OKLAHOMA**  
Fiscal Year 2016 - 2017 Annual Budget

**BUDGET SUMMARY**

	BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	Net Change	ENDING BALANCE
<b>GENERAL FUND</b>	\$ 220,000	\$ 95,995	\$ (97,098)	\$ (1,103)	\$ 218,897
<b>ENTERPRISE FUNDS</b>					
DMA	\$ 228,845	\$ 957,935	\$ (905,656)	\$ 52,279	\$ 281,124
<b>TOTAL ENTERPRISE FUNDS</b>	<b>\$ 228,845</b>	<b>\$ 957,935</b>	<b>\$ (905,656)</b>	<b>\$ 52,279</b>	<b>\$ 281,124</b>
<b>GRAND TOTAL ALL FUNDS</b>	<b>\$ 448,845</b>	<b>\$ 1,053,930</b>	<b>\$ (1,002,753)</b>	<b>\$ 51,177</b>	<b>\$ 500,022</b>

**Town of East Duke  
General Fund  
Budget 2016 - 2017**

	<u>Actual</u> <u>2014-2015</u>	<u>Approved</u> <u>Budget</u> <u>2015-2016</u>	<u>Projected</u> <u>YTD</u> <u>2015-2016</u>	<u>Proposed</u> <u>Budget</u> <u>2016-2017</u>	
<b><u>REVENUES</u></b>					
Sales taxes	\$ 27,908	\$ 27,061	\$ 35,179	\$ 31,661	* 90%
Use taxes	-	-	-	-	
Beverage tax	2,251	2,037	2,325	2,093	* 90%
Franchise taxes	9,180	9,380	9,920	8,928	* 90%
Cigarette tax	336	294	385	347	* 90%
Motor Vehicle tax	3,123	2,838	3,040	2,736	* 90%
Gas Excise Tax	1,079	1,056	756	680	* 90%
License & permits	3,047	2,000	3,003	2,000	
Investment income	596	550	587	550	
Miscellaneous	25,599	-	65,770	-	
Total revenues before carryover	<u>73,119</u>	<u>45,216</u>	<u>120,965</u>	<u>48,995</u>	
<b><u>EXPENDITURES</u></b>					
General government:					
Personal services	4,574	-	-	-	
Materials & supplies	1,441	2,000	1,060	2,000	
Other services & charges	52,602	30,000	25,363	2,750	
Capital outlay	3,500	-	61,545	-	
Total general government	<u>62,117</u>	<u>32,000</u>	<u>87,968</u>	<u>4,750</u>	
Fire Department:					
Personal Services	900	-	-	-	
Materials & supplies	821	1,000	1,077	1,000	
Other services & charges	3,976	5,000	3,060	5,000	
Total Fire Department	<u>5,697</u>	<u>6,000</u>	<u>4,137</u>	<u>6,000</u>	
Street & Alley:					
Other services & charges	3,955	4,000	3,883	4,000	
Total Street & Alley	<u>3,955</u>	<u>4,000</u>	<u>3,883</u>	<u>4,000</u>	
Parks & Recreation:					
Other services & charges	945	1,000	876	1,000	
Total Parks & Recreation	<u>945</u>	<u>1,000</u>	<u>876</u>	<u>1,000</u>	

**Town of East Duke  
General Fund  
Budget 2016 - 2017**

	<u>Actual</u> <u>2014-2015</u>	<u>Approved</u> <u>Budget</u> <u>2015-2016</u>	<u>Projected</u> <u>YTD</u> <u>2015-2016</u>	<u>Proposed</u> <u>Budget</u> <u>2016-2017</u>
<b>Police Department:</b>				
Personal services	45,630	49,368	46,909	47,848
Materials & supplies	2,718	3,500	2,964	3,500
Other services & charges	1,309	1,500	3,659	2,000
Capital Outlay - vehicle	-	-	-	20,000
Total police department	<u>49,657</u>	<u>54,368</u>	<u>53,532</u>	<u>73,348</u>
<b>Community Building</b>				
Materials & supplies	356	500	1,264	1,000
Other services & charges	3,408	3,500	12,593	5,000
Total community building	<u>3,764</u>	<u>4,000</u>	<u>13,857</u>	<u>6,000</u>
<b>Municipal Court</b>				
Other services & charges	-	-	-	2,000
Total municipal court	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,000</u>
<b>Total expenditures</b>	<u>126,135</u>	<u>101,368</u>	<u>164,253</u>	<u>97,098</u>
Revenue over (under) expenditures	(53,016)	(56,152)	(43,288)	(48,103)
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Operating transfers in/(out)	44,500	60,000	46,268	47,000
Sale of assets	-	-	-	-
Net other financing sources (uses)	<u>44,500</u>	<u>60,000</u>	<u>46,268</u>	<u>47,000</u>
Revenues and other financing sources over (under) expenditures and other uses	<u>(8,516)</u>	<u>3,848</u>	<u>2,980</u>	<u>(1,103)</u>
Beginning Fund Balance (estimated)	<u>216,813</u>	<u>214,318</u>	<u>214,318</u>	<u>220,000</u>
Ending Fund Balance	<u>208,297</u>	<u>218,166</u>	<u>217,298</u>	<u>218,897</u>

**Town of East Duke  
Duke Municipal Authority  
Budget 2016 - 2017**

	<u>Actual</u> <u>2014-2015</u>	<u>Approved</u> <u>Budget</u> <u>2015-2016</u>	<u>Projected</u> <u>YTD</u> <u>2015-2016</u>	<u>Proposed</u> <u>Budget</u> <u>2016-2017</u>
<b><u>Operating revenues:</u></b>				
Charges for services:				
Water charges - Town	\$ 641,761	\$ 650,000	\$ 516,687	\$ 500,000
44% rate increase	15,729	19,500	-	220,000
Water charges - Centralvue			132,144	130,000
3% rate increase				3,900
Sewer charges	33,958	32,000	35,012	33,000
0% rate increase		960	-	-
Sanitation charges	59,641	64,000	73,144	70,000
0% rate increase	-	3,200	-	-
Total charges for services	<u>751,089</u>	<u>769,660</u>	<u>756,987</u>	<u>956,900</u>
Miscellaneous	22,071	1,000	14,223	1,000
Total operating revenues	<u>773,160</u>	<u>770,660</u>	<u>771,210</u>	<u>957,900</u>
Cost of Goods Sold:				
Electricity for Pumps	12,378	15,000	17,783	18,138
Trash Haul	61,190	65,000	60,225	61,430
Water Purchase-44% increase	404,282	400,000	369,613	532,243
Water Purchase-Lease	15,146	15,000	22,140	22,000
Total Cost of Goods Sold	<u>492,996</u>	<u>495,000</u>	<u>469,761</u>	<u>633,811</u>
<b><u>Gross Profit:</u></b>	<u>280,164</u>	<u>275,660</u>	<u>301,449</u>	<u>324,089</u>
<b><u>Operating expenses:</u></b>				
Administration Department:				
Personal services	38,133	37,389	39,432	40,141
Materials and supplies	4,196	5,000	4,068	5,000
Other services and charges	16,343	13,000	8,192	10,000
Total Administration Department:	<u>58,672</u>	<u>55,389</u>	<u>51,692</u>	<u>55,141</u>
Sewer Department:				
Materials and supplies	8,021	7,000	10,615	8,000
Total Sewer Department:	<u>8,021</u>	<u>7,000</u>	<u>10,615</u>	<u>8,000</u>
Water Department:				
Personal services	34,537	50,985	58,243	59,408
Materials and supplies	25,149	25,000	27,031	25,000
Other services and charges	42,685	42,000	39,043	42,000
Bad Debt	742	-	-	-
Debt service				
USDA Note	8,429	13,296	13,296	13,296
OWRB Bond (BOK)	810	-	-	-
Capital Outlay	55,657	-	4,728	22,000
Total Water Department:	<u>168,009</u>	<u>131,281</u>	<u>142,340</u>	<u>161,704</u>
Total operating expenses	<u>234,702</u>	<u>193,670</u>	<u>204,647</u>	<u>224,844</u>

**Town of East Duke  
Duke Municipal Authority  
Budget 2016 - 2017**

	<u>Actual</u> <u>2014-2015</u>	<u>Approved</u> <u>Budget</u> <u>2015-2016</u>	<u>Projected</u> <u>YTD</u> <u>2015-2016</u>	<u>Proposed</u> <u>Budget</u> <u>2016-2017</u>
Net operating income (loss)	\$ 45,462	\$ 81,990	\$ 96,802	\$ 99,244
<b><u>Nonoperating revenue :</u></b>				
Investment income	35	35	124	35
Grant Income	-	-	-	-
Total nonoperating revenue	<u>35</u>	<u>35</u>	<u>124</u>	<u>35</u>
<b>Net Income (loss) before contributions and transfers</b>	45,497	82,025	96,926	99,279
Transfers In from other funds				
Transfers to other funds, net	<u>(44,500)</u>	<u>(60,000)</u>	<u>(46,268)</u>	<u>(47,000)</u>
Revenues and other financing sources over (under) expenditures and other uses	<u>997</u>	<u>22,025</u>	<u>50,658</u>	<u>52,279</u>
Beginning Fund Balance (estimated)	<u>215,516</u>	<u>194,105</u>	<u>194,105</u>	<u>228,845</u>
Ending Fund Balance	216,513	216,130	244,763	281,124

**GROSS PROFIT BY DEPARTMENT - Excludes Capital Outlay**

Sewer Revenues	31,174	25,500	35,012	33,000
Sewer Expenses	<u>467</u>	<u>750</u>	<u>10,615</u>	<u>8,000</u>
Gross Profit	<u>30,707</u>	<u>24,750</u>	<u>24,397</u>	<u>25,000</u>
GP %	99%	97%	70%	76%
Water Revenues	647,863	612,000	516,687	853,900
Water Expenses	<u>487,025</u>	<u>523,206</u>	<u>551,876</u>	<u>712,085</u>
Gross Profit	<u>160,838</u>	<u>88,794</u>	<u>(35,189)</u>	<u>141,815</u>
GP %	25%	15%	-7%	17%

<b>Sewer &amp; Water combined - excluding capital outlay</b>	886,900
	<u>720,085</u>
	<u>166,815</u>
	19%

Trash Revenues	60,758	57,750	73,144	70,000
Trash Expenses	<u>61,802</u>	<u>63,000</u>	<u>60,225</u>	<u>61,430</u>
Gross Profit	<u>(1,044)</u>	<u>(5,250)</u>	<u>12,919</u>	<u>8,570</u>
GP %	-2%	-9%	18%	12%

# ***The Duke Booster***

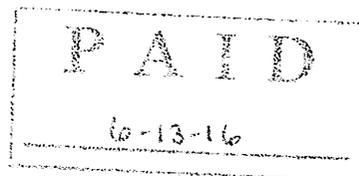
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**Town of East Duke**

**1/2 Page ad for Publishing Budget Summary for  
the Town of East Duke**

**Total Duke \$25.00**

***Thanks for supporting The Duke Booster***

***Donna K. Lanford***

In accordance with Section 17-208, Title 11, Oklahoma Statutes, notice is hereby given the proposed Town of East Duke Fiscal Year 2016 / 2017 Annual Budget will be considered at a public hearing on June 13, 2016, at 6:30 p.m. in the East Duke Town Hall. Copies of the proposed budget are available for review in the Office of the City Clerk, PO Box 340, Duke, OK 73532. Notice is hereby given that the Town of East Duke 2016 / 2017 Annual Budget will be adopted during a meeting of the City Council on June 13, 2016.

**TOWN OF EAST DUKE, OKLAHOMA**

Fiscal Year 2016/2017 Annual Budget

**BUDGET SUMMARY**

	BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	Net Change	ENDING BALANCE
GENERAL FUND	\$ 220,000	\$ 98,995	\$ (97,098)	\$ 1,897	\$ 221,897
ENTERPRISE FUNDS					
DMA	\$ 228,845	\$ 949,035	\$ (908,656)	\$ 40,379	\$ 269,224
TOTAL ENTERPRISE FUNDS	\$ 228,845	\$ 949,035	\$ (908,656)	\$ 40,379	\$ 269,224
GRAND TOTAL ALL FUNDS	\$ 448,845	\$ 1,048,030	\$ (1,005,753)	\$ 42,277	\$ 491,122

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