

2024-2025 FISCAL YEAR

PROPOSED BUDGET

CITY OF NEWKIRK

NEWKIRK MUNICIPAL AUTHORITY

SPECIAL FUNDS

DEBT SERVICE

WORK SESSIONS: May 13, 2024 & May 28, 2024

PUBLIC HEARING: June 10, 2024 at 5:30 p.m. at the Newkirk Public
Library

ADOPTION FOR 2024-2025 FISCAL YEAR BUDGETS MONDAY, JUNE
10, 2024 AT 6:00 P.M. at the Newkirk Public Library

PREPARED BY CITY MANAGER RYAN SMYKIL

RECEIVED
JUN 17 2024
State Auditor
and Inspector

Key



The City of **NEWKIRK**

PO Box 469 · Newkirk, OK 74647
Ph: (580) 362-2117 · Fax: (580) 362-3396

MAYOR:
Kellie Johnson

CITY MANAGER:
Ryan Smykil

COMMISSIONERS:
Joe Anderson
R.J. Capone

May 13, 2024

Dear Honorable Mayor and Commissioners:

Attached is the first draft of the 2024 – 2025 fiscal year budgets for the General Fund, Municipal Authority, Special Funds and Debt Service Accounts for the City of Newkirk. This budget is ready to be considered at the Special Work Session scheduled for May 13, 2024.

The estimated amount available to budget for the General and Municipal Authority Funds combined is \$4,728,444, after a 5% safety net reduction, of which \$4,624,250 is being budgeted – an increase of 1.3% over the 2023-2024 fiscal year budget. Services total \$1,839,560 which is 41% percent of the total budget, maintenance and operation \$2,592,494 which is 57% of the total budget, and \$106,000 for capital outlay which is 2% of the total budget. Services are an increase of \$56,430, Maintenance and Operations are a decrease of \$80,210, and capital outlay is an estimated decrease of \$3,500 compared to the 2023-2024 fiscal year budget.

General Fund Special Funds total \$589,293, Municipal Authority Special Funds total \$3,025,126, and Debt Service Funds total \$308,084 which is comprised of the WIP 2015 Construction Fund, WIP 2020 Construction Fund, and the Water Improvement Fund. The 2015 WIP Construction Fund 2015 was completed in the 2020-2021 fiscal year and now totals \$0. The 2020 Construction Fund totals \$32,050 to be used for completing the SCADA System at the Water Wells. The Water Improvement Payment Fund totals \$276,034 which includes payments for the 2015 Construction Bonds, water line improvements, and the #1 Lift Station.

Capital budgeted improvements in special funds include: curbing and park equipment at Lions Park, rock for alleys, asphalt for pot holes, equipment to connect the Offender Data Information System (ODIS) to police cruisers, building a splashpad at Lion's Park, and finishing the No. 1 Lift Station and Lagoons. Capital budgeted improvements in the General and Municipal Authority Funds include: gravel for cemetery roads, books and summer program items for the library, police vehicles, and safety equipment for public works. Infrastructure improvements include paving streets, tree trimming, substation improvements, improved street lighting, and culverts and drainage.

There is funding budgeted for the annual payment to Oklahoma Municipal Retirement Fund in the amount of \$51,840.00 – this is for the defined benefit plan that still must be funded and is based on the actuarial statement provided by OMRF. This is a significant decrease from what was budgeted in the 2023-2024 fiscal year (\$25,645) based on the new actuarial report provided by the plan administrator. There is also \$15,000 budgeted for match to possible grants.

Revenue estimates for 2024-2025 are less than the current fiscal year projections after a relatively cool summer in 2023. These estimates for 2024-2025 are purposefully conservatively forecasted to alleviate surprises. As an example, the 2023-2024 fiscal year saw a drastic decrease in revenue from decreased utility sales compared to the previous year. It is plausible that a similar situation will arise in 2024-2025, but these decreases in sales have been offset by a slight increase in utility rates approved during the 2023-2024 fiscal year, and from receiving the Fire/EMS county tax approved by voters.

Additionally, some expected funds in the 2024-2025 fiscal year are currently not in the budget. This includes possible funds from FEMA for the April tornado, IHS funds and EPA Grant funds for the lift station, and possibly CDBG Funds for the Clearwell. Though the funds from EPA are promised, bids are not yet in hand for the lagoons. Also, it will be some time before we learn if we will be eligible to receive CDBG funding. In these cases, it is more prudent to account for those funds once they are actually in hand.

As with every proposed budget, actual collections and any emergencies that occur throughout the year will determine which of the anticipated projects will be completed. Finally, I firmly believe that every City employee recognizes the importance of being good stewards of the citizen's funds and will take great care in the management of the proposed budget. They have proven this over the course of the last fiscal year, being good stewards of funds to offset the loss of utility sales and the loss of some of our larger utility customers.

Respectfully,

A handwritten signature in black ink, appearing to read 'Ryan Smykil', written in a cursive style.

Ryan Smykil
City Manager



The City of **NEWKIRK**

PO Box 469 · Newkirk, OK 74647
Ph: (580) 362-2117 · Fax: (580) 362-3396

MAYOR:
Kellie Johnson

CITY MANAGER:
Ryan Smykil

COMMISSIONERS:
Joe Anderson
R.J. Capone

May 28, 2024

Dear Honorable Mayor and Commissioners:

Attached is the final draft of the 2024 – 2025 fiscal year budgets for the General Fund, Municipal Authority, Special Funds and Debt Service Accounts for the City of Newkirk. This budget is ready to be considered at the Special Work Session scheduled for May 28, 2024 and incorporates the changes requested from the first presentation of the budget at the Special Work Session held May 13, 2024.

The estimated amount available to budget for the General and Municipal Authority Funds combined is \$4,728,444, after a 5% safety net reduction, of which \$4,702,404 is being budgeted – an increase of 3.0% over the 2023-2024 fiscal year budget. Services total \$1,920,860 which is 41% percent of the total budget, maintenance and operation \$2,659,844 which is 57% of the total budget, and \$121,700 for capital outlay which is 3% of the total budget. Services are an increase of \$137,730, Maintenance and Operations are a decrease of \$12,860, and capital outlay is an estimated decrease of \$12,200 compared to the 2023-2024 fiscal year budget.

General Fund Special Funds total \$589,293, Municipal Authority Special Funds total \$3,025,126, and Debt Service Funds total \$308,084 which is comprised of the WIP 2015 Construction Fund, WIP 2020 Construction Fund, and the Water Improvement Fund. The 2015 WIP Construction Fund 2015 was completed in the 2020-2021 fiscal year and now totals \$0. The 2020 Construction Fund totals \$32,050 to be used for completing the SCADA System at the Water Wells. The Water Improvement Payment Fund totals \$276,034 which includes payments for the 2015 Construction Bonds, water line improvements, and the #1 Lift Station.

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Respectfully,

A handwritten signature in black ink, appearing to read 'Ryan Smykil', written in a cursive style.

Ryan Smykil
City Manager

RESOLUTION 2024-1

A RESOLUTION APPROVING THE OPERATING BUDGETS OF THE VARIOUS CITY OF NEWKIRK FUNDS FOR FISCAL YEAR 2024-2025

WHEREAS, the 2024-2025 Fiscal Year operating budget be adopted in the amounts reflected in the attachment which shows the summary of proposed revenues and the proposed expenditures for each fund and department, and;

WHEREAS, the General Fund and Municipal Authority combined budget totals \$4,702,404, Debt Service Obligations \$308,084, and the Special Cash Funds total \$3,614,419, and;

WHEREAS, the annual 2024-2025 fiscal year budget for the City of Newkirk was posted on the City of Newkirk website (CityofNewkirkOK.gov) on May 30th, 2024, and a publication was in the Newkirk Herald Journal on May 30th, 2024 and June 5th, 2024, and;

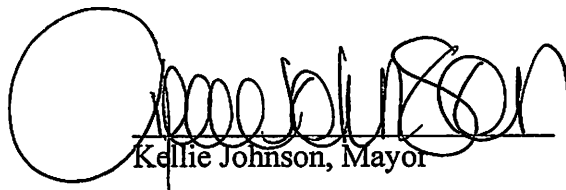
WHEREAS, a public hearing was held June 10th, 2024 at 5:30 p.m. to hear public comments.

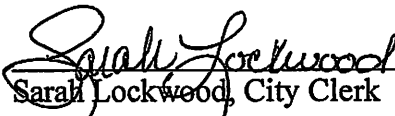
NOW THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF NEWKIRK, OKLAHOMA, the annual 2024-2025 fiscal year Budget for the City of Newkirk presented for all funds (General, Municipal Authority, Special Cash Funds, Debt Service and WIP Construction Fund 2020 & Lift Station 2024) combined totaling shall be \$8,316,823.

BE IT FURTHER RESOLVED that the 2024-2025 fiscal year budget for the City of Newkirk for all funds totaling \$8,316,823 be approved this 10th day of June, 2024.



ATTEST:


Kellie Johnson, Mayor


Sarah Lockwood, City Clerk



OFFICIAL AD PROOF

This is the proof of your ad scheduled to run in **Newkirk Herald** on the dates indicated below. If changes are needed, please contact us prior to deadline at **(620) 222-1224**.

Notice ID: MmsuXSRH78929OEM6LyC | **Proof Updated: May. 23, 2024 at 09:23am CDT**
Notice Name: City of Newkirk budget NHJ 5-30

This is not an invoice. Below is an estimated price, and it is subject to change. You will receive an invoice with the final price upon invoice creation by the publisher.

FILER

Ryan Smykil
newkirkcitymanager@gmail.com

FILING FOR

Newkirk Herald

Columns Wide: 8 **Ad Class:** Legals

Total Column Inches: 59.58

Number of Lines: n/a

05/30/2024: Display Ad Notice 417.09

Subtotal	\$417.09
Tax	\$0.00
Processing Fee	\$41.71
Total	\$458.80

See Proof on Next Page

Expected print dimensions of advertisement:

Width: 11.25 in., Height: 7.45 in.

Newspaper page size: Width: 11.25 in., Height: 19.56 in.

Publisher may wrap or break notice between pages.

(Published in the Newkirk Herald Journal Thursday May 30, 2024.)

(11)

City of Newkirk - Newkirk Municipal Authority - Special Funds - Debt Service Proposed Budgets 2024-2025

Resources:	General	Street & Alley	Electric Ext	Park & Rec	Rural Fire	Library Cash	Ins	Court Tech Fee	Grant Fund	Cemetery Care	Municipal Court	One Cent Sales Tax	Infrastructure Tax	Ind Authority	Meter Fd	Senior Citizen Cash Fd	Lift Station 2024 Fd	Is Incentive Fd	Total
Municipal Authority Collections	\$ 4,401,782																		\$ 4,401,782
Licenses and Permits	\$ 9,415																		\$ 9,415
Fines	\$ 21,451							\$ 4,476			\$ 25,347								\$ 51,274
Miscellaneous	\$ 40,000		\$ 1,004				\$ 8,892									\$ 1,354			\$ 51,150
Taxes	\$ 45,071	\$ 17,277										\$ 200,952	\$ 202,644						\$ 465,944
Rents	\$ 16,000									\$ 473									\$ 16,473
Cemetery	\$ 22,000									\$ 2,938									\$ 24,938
Ambulance	\$ 213,689																		\$ 213,689
Charges for Services	\$ 7,658			\$ 12,500		\$ 8,000										\$ 12,770			\$ 40,928
Interest	\$ 3,258	\$ 23								\$ 359		\$ 539	\$ 77						\$ 4,256
Insure Otda Payments	\$ 34,458																		\$ 34,458
Grant	\$ -				\$ 18,000											\$ 11,564	\$ 1,771,688		\$ 29,564
Meter Deposits	\$ -														\$ 33,337				\$ 33,337
EMS County Tax	\$ 170,000																		
Fund Balance	\$ 317,998	\$ 41,964	\$ -	\$ 190,084	\$ 8,404	\$ 47,811	\$ 4,287	\$ 8,995	\$ 4,350	\$ 148,075	\$ 5,620	\$ 621,804	\$ -	\$ 1,667	\$ 187,936	\$ 4,724	\$ 1,707	\$ 2,775	\$ 1,593,201
Less:																			
Transfers (Debt Service)	\$ (269,290)																		\$ (269,290)
Encumbrances	\$ -																		\$ -
SNL Reserve	\$ (248,855)																		\$ (248,855)
Ineligible Revenues	\$ (51,180)																		\$ (51,180)
Total Resources	\$ 4,728,444	\$ 59,284	\$ 1,004	\$ 202,584	\$ 26,404	\$ 55,811	\$ 13,179	\$ 13,471	\$ 4,350	\$ 151,845	\$ 30,967	\$ 623,295	\$ 202,721	\$ 1,667	\$ 221,278	\$ 30,412	\$ 1,773,395	\$ 2,775	\$ 8,942,851
Expenditures:																			
Ambulance	\$ 294,000																		\$ 294,000
Cemetery	\$ 52,200									\$ 151,845									\$ 204,045
City Attorney	\$ 10,404																		\$ 10,404
City Clerk	\$ 218,900																		\$ 218,900
City Treasurer	\$ 30,500																		\$ 30,500
City Senior Director	\$ 59,460															\$ 30,000			\$ 89,460
Fire	\$ 342,200				\$ 26,000														\$ 368,200
General Gov't	\$ 312,440						\$ 13,000		\$ 4,350				\$ 202,000	\$ 1,667				\$ 2,774	\$ 533,457
Library	\$ 70,600					\$ 30,500													\$ 101,100
Managerial	\$ 3,600																		\$ 3,600
Municipal Court	\$ 64,300										\$ 30,600								\$ 94,900
Park	\$ 105,600			\$ 202,500															\$ 308,100
Police	\$ 445,000							\$ 13,000											\$ 458,000
Service Center	\$ 7,100																		\$ 7,100
Street	\$ 45,000	\$ 42,000										\$ 740,000							\$ 827,000
Swim Pool	\$ 29,200																		\$ 29,200
Electric	\$ 2,037,500		\$ 1,004												\$ 221,250				\$ 2,259,754
Sanitation	\$ 235,000																		\$ 235,000
Sewer	\$ 95,700																\$ 1,771,688		\$ 1,870,388
Water	\$ 239,500																		\$ 239,500
Total Expenditures	\$ 4,702,404	\$ 42,000	\$ 1,004	\$ 202,500	\$ 26,000	\$ 30,500	\$ 13,000	\$ 13,000	\$ 4,350	\$ 151,845	\$ 30,600	\$ 740,000	\$ 202,000	\$ 1,667	\$ 221,250	\$ 30,000	\$ 1,771,688	\$ 2,774	\$ 8,186,582

Public Hearing will be Monday, June 10, 2024 at 5:30 p.m. at the Newkirk Public Library at 116 N. Maple. Public is invited.

OFFICIAL AD PROOF

This is the proof of your ad scheduled to run in **Newkirk Herald** on the dates indicated below. If changes are needed, please contact us prior to deadline at **(620) 222-1224**.

Notice ID: TME5uX5xMI8UBceL7kcV | **Proof Updated: May. 30, 2024 at 11:15am CDT**
 Notice Name: Newkirk Budget - 6-5

This is not an invoice. Below is an estimated price, and it is subject to change. You will receive an invoice with the final price upon invoice creation by the publisher.

FILER

Ryan Smykil
 newkirkcitymanager@gmail.com

FILING FOR

Newkirk Herald

Columns Wide: 8

Ad Class: Legals

Total Column Inches: 59.22

Number of Lines: n/a

06/05/2024: Display Ad Notice 414.56

Subtotal	\$414.56
Tax	\$0.00
Processing Fee	\$41.46
Total	\$456.02

See Proof on Next Page

Expected print dimensions of advertisement:

Width: 11.25 in., Height: 7.4 in.

Newspaper page size: Width: 11.25 in., Height: 19.56 in.

Publisher may wrap or break notice between pages.

(Published in the Newkirk Herald Journal Wednesday June 5, 2024.)

(11)

City of Newkirk - Newkirk Municipal Authority - Special Funds - Debt Service Proposed Budgets 2024-2025

Resources:	General	Street & Alley	Electric Est	Park & Rec	Rural Fire	Library Cash	Ins	Court Tech Fee	Grant Fund	Cemetery Care	Municipal Court	One Cent Sales Tax	Infrastruct ure Tax	Ind Authority	Meter Rd	Senior Citizen Cash Pd	Lift Station 2024 Pd	Bs Incentive Pd	Total
Municipal Authority Collections	\$ 4,401,782																		\$ 4,401,782
Licenses and Permits	\$ 9,415																		\$ 9,415
Fees	\$ 21,451							\$ 4,476			\$ 25,347								\$ 51,274
Miscellaneous	\$ 40,000		\$ 1,004				\$ 8,892									\$ 1,354			\$ 51,250
Taxes	\$ 45,071	\$ 17,277										\$ 200,952	\$ 202,644						\$ 465,944
Rents	\$ 15,000									\$ 473									\$ 16,473
Cemetery	\$ 22,000									\$ 2,938									\$ 24,938
Ambulance	\$ 213,689																		\$ 213,689
Charges for Services	\$ 7,658			\$ 12,500		\$ 8,000										\$ 12,770			\$ 40,928
Interest	\$ 3,258	\$ 23								\$ 359		\$ 539	\$ 77						\$ 4,256
Insure Okia Payments	\$ 34,458															\$ 11,564	\$ 1,771,688		\$ 34,458
Grant	\$ -				\$ 18,000														\$ 29,564
Meter Deposits	\$ -														\$ 33,337				\$ 33,337
EMS County Tax	\$ 170,000																		
Fund Balance	\$ 312,998	\$ 41,964	\$ -	\$ 190,084	\$ 8,404	\$ 47,811	\$ 4,287	\$ 8,995	\$ 4,350	\$ 148,075	\$ 5,620	\$ 621,204	\$ -	\$ 1,567	\$ 187,936	\$ 4,724	\$ 1,707	\$ 2,775	\$ 1,593,201
Less:																			
Transfers (Debt Service)	\$ (269,290)																		\$ (269,290)
Encumbrances	\$ -																		\$ -
3% Reserve	\$ (248,865)																		\$ (248,865)
Ineligible Revenues	\$ (51,180)																		\$ (51,180)
Total Resources	\$ 4,728,444	\$ 59,264	\$ 1,004	\$ 202,584	\$ 26,404	\$ 55,811	\$ 13,179	\$ 13,471	\$ 4,350	\$ 151,845	\$ 30,967	\$ 623,295	\$ 202,721	\$ 1,567	\$ 221,273	\$ 30,412	\$ 1,773,395	\$ 2,775	\$ 8,342,551
Expenditures:																			
Ambulance	\$ 294,000																		\$ 294,000
Cemetery	\$ 52,200									\$ 151,845									\$ 204,045
City Attorney	\$ 10,404																		\$ 10,404
City Clerk	\$ 218,900																		\$ 218,900
City Treasurer	\$ 30,500																		\$ 30,500
City Senior Director	\$ 59,460															\$ 30,000			\$ 89,460
Fire	\$ 342,200				\$ 26,000														\$ 368,200
General Gov't	\$ 312,440						\$ 13,000		\$ 4,350				\$ 202,000	\$ 1,567				\$ 2,774	\$ 533,457
Library	\$ 70,800					\$ 30,500													\$ 101,100
Managerial	\$ 3,600																		\$ 3,600
Municipal Court	\$ 64,300										\$ 30,600								\$ 94,900
Park	\$ 103,800			\$ 202,500															\$ 306,300
Police	\$ 448,000							\$ 13,000											\$ 461,000
Service Center	\$ 7,100																		\$ 7,100
Street	\$ 45,000	\$ 42,000										\$ 740,000							\$ 827,000
Swim Pool	\$ 29,200																		\$ 29,200
Electric	\$ 2,037,500		\$ 1,004												\$ 221,250				\$ 2,259,754
Sanitation	\$ 235,000																		\$ 235,000
Sewer	\$ 98,700																\$ 1,771,688		\$ 1,870,388
Water	\$ 239,500																		\$ 239,500
Total Expenditures	\$ 4,702,404	\$ 42,000	\$ 1,004	\$ 102,500	\$ 26,000	\$ 30,500	\$ 13,000	\$ 13,000	\$ 4,350	\$ 151,845	\$ 30,600	\$ 740,000	\$ 202,000	\$ 1,567	\$ 221,250	\$ 30,000	\$ 1,771,688	\$ 2,774	\$ 8,185,582

Public Hearing will be Monday, June 10, 2024 at 5:30 p.m. at the Newkirk Public Library at 116 N. Maple. Public is invited.

City of Newkirk - Newkirk Municipal Authority - Special Funds - Debt Service Proposed Budgets 2024-2025

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Ambulance	\$ 213,689																		\$ 213,689
Charges for Services	\$ 7,658			\$ 12,500		\$ 8,000										\$ 12,770			\$ 40,928
Interest	\$ 3,258	\$ 23								\$ 359		\$ 539	\$ 77						\$ 4,256
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Grant	\$ -				\$ 18,000											\$ 11,564	\$ 1,771,688		\$ 29,564
Meter Deposits	\$ -														\$ 33,337				\$ 33,337
EMS County Tax	\$ 170,000																		
Fund Balance	\$ 312,998	\$ 41,964	\$ -	\$ 190,084	\$ 8,404	\$ 47,811	\$ 4,287	\$ 8,995	\$ 4,350	\$ 148,075	\$ 5,620	\$ 621,804	\$ -	\$ 1,667	\$ 187,936	\$ 4,724	\$ 1,707	\$ 2,775	\$ 1,593,201
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City Clerk	\$ 218,900																		\$ 218,900
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Managerial	\$ 3,600																		\$ 3,600
Municipal Court	\$ 64,300										\$ 30,600								\$ 94,900
Park	\$ 103,800			\$ 202,500															\$ 306,300
Police	\$ 448,000							\$ 13,000											\$ 461,000
Service Center	\$ 7,100																		\$ 7,100
Street	\$ 45,000	\$ 42,000										\$ 740,000							\$ 827,000
Swim Pool	\$ 29,200																		\$ 29,200
Electric	\$ 2,037,500		\$ 1,004												\$ 221,250				\$ 2,259,754
Sanitation	\$ 235,000																		\$ 235,000
Sewer	\$ 98,700																\$ 1,771,688		\$ 1,870,388
Water	\$ 239,500																		\$ 239,500
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