

TOWN OF GOTEBO, OKLAHOMA
Fiscal Year 2022 / 2023 Annual Budget

BUDGET MEMO

May 17, 2022

The 2022 / 2023 Annual Budget for the Town of Gotebo is presented, as attached, for approval by the Council in accordance with the Oklahoma Municipal Budget Act.

The budget includes the following highlights for the fiscal year:

- ❖ Tax revenues have been budgeted at 90% of current year projections. Should tax revenues be collected at 100% of projections, this would generate approximately \$6,045 in additional revenues.
- ❖ There are no capital projects budgeted for FY23
- ❖ The Gotebo Public Works Authority is showing a profit margin in the Water and Sewer department of 17% and the trash department of 0% for FY23. This does not include the costs of the utility clerk and only includes expenses related to the operations of the water, sewer, and trash departments. We recommend municipalities to have profit margins between to 25%-35% for long term sustainability.
- ❖ A 10% utility rate increase is included in the FY23 budget. The estimated additional revenues to be generated from this rate increase are ~\$8,600. This rate increase only gives the Town a 13% profit margin in the PWA.

In accordance with Section 17-208, Title 11, Oklahoma Statutes, the fiscal year 2022 / 2023 budget was initially presented to Council on May 17, 2022 for consideration.

The legal level of control for the City's 2022 / 2023 budget is established at the Department level. Additional detail is provided for analysis purposes only.

If you have any questions, please contact Jeanna King, CPA.

RECEIVED

JUL 01 2022

State Auditor
and Inspector 1

Kiowa

In accordance with Section 17-208, Title 11, Oklahoma Statutes, notice is hereby given that the proposed Town of Gotebo Fiscal Year 2022 / 2023 Annual Budget will be considered at a public hearing held Monday, June 13, 2022 at 6:45 pm at the Town Hall, 200 Commercial Ave, Gotebo, OK. Copies of the proposed budget are available for review in the Office of the Town Clerk, 200 Commercial Ave, Gotebo, Oklahoma 73041.

Notice is hereby given that the Town of Gotebo 2022 / 2023 Annual Budget will be adopted during a meeting of the Board of Trustees on June 13, 2022.

TOWN OF GOTEBO, OKLAHOMA
Fiscal Year 2022 / 2023 Annual Budget

BUDGET SUMMARY

	BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	TRANSFERS	Net Change	ENDING BALANCE
GENERAL FUND	\$ 137,575	\$ 79,866	\$ (66,747)	\$ (5,000)	\$ 8,119	\$ 145,694
ENTERPRISE FUNDS						
Public Works Authority	\$ 27,051	\$ 98,625	\$ (101,449)	\$ 5,000	\$ 2,176	\$ 29,227
GRAND TOTAL ALL FUNDS	\$ 164,626	\$ 178,491	\$ (168,196)	\$ -	\$ 10,295	\$ 174,920

Town of Gotebo
General Fund Budget
Fiscal Year 2022 / 2023 Annual Budget

	ACTUAL 2020-2021	BUDGET FY 2021-2022	PROJECTED 2021-2022	PROPOSED BUDGET 2022-2023	
OPERATING REVENUES					
Sales tax	\$ 20,335	\$ 17,701	\$ 25,871	\$ 23,284	** 90%
Sales tax - restricted for fire	6,295	5,321	8,623	7,761	** 90%
Use Tax	9,701	8,086	8,497	7,647	** 90%
Use tax - restricted for fire	3,716	3,275	2,832	2,549	** 90%
Franchise Tax	4,914	4,154	6,172	5,555	** 90%
Beverage Tax	6,324	5,804	6,299	5,669	** 90%
Tobacco Tax	245	222	276	248	** 90%
Motor Vehicle & Gas Excise Tax	1,859	1,581	1,885	1,697	** 90%
Cemetery - Lot Sales	300	400	233	200	
Cemetery Capital Improvement (restricted) 12.5%	-	50	29	25	
Cemetery - Dues	5,266	1,000	512	1,000	
Rental revenues	-	-	1,333	1,200	
Grants	-	-	50,003	-	
Fire Grant	4,826	4,000	4,763	4,500	
CDBG - Community Building	97,859	124,141	48,996	-	*
MODA Grant - Community Building	-	10,000	10,000	-	*
CENA - Senior Citizens Grant	1,500	-	-	-	
ARPA Funds	-	-	18,251	18,251	
Donations	2,715	1,000	194	200	
Proceeds from sale of property	300	-	-	-	
Interest Income	48	600	27	30	
Other Revenue	530	50	1,883	50	
TOTAL OPERATING REVENUES	166,733	187,385	196,679	79,866	
OPERATING EXPENSES					
General Government					
Personal Services	9,809	9,138	11,615	10,927	
Materials and Supplies	5,736	6,500	10,612	12,000	
Other Services and Charges	30,111	15,000	15,783	17,000	
Capital Outlay	-	-	-	-	
Total General Government	45,656	30,638	38,010	39,927	
Street & Alley Department					
Other Services and Charges	3,866	4,000	5,297	5,500	
Total Street & Alley Department	3,866	4,000	5,297	5,500	
Fire Department					
Personal Services	660	660	720	720	
Materials and Supplies	4,843	5,500	4,896	5,000	
Other Services and Charges	12,839	10,500	9,769	10,000	
Capital Outlay	-	-	-	-	
Total Fire Department	18,342	16,660	15,385	15,720	
Cemetery Department					
Other Services and Charges	5,231	7,600	6,823	5,000	
Total Cemetery Department	5,231	7,600	6,823	5,000	
Community Center					
Materials and Supplies	-	-	447	500	
Other Services and Charges	-	-	103	100	
Capital Outlay	112,487	134,141	95,680	-	*
Total Community Center	112,487	134,141	96,230	600	
TOTAL EXPENDITURES	185,582	193,039	161,745	66,747	
REVENUES OVER (UNDER) EXPENDITURES	(18,849)	(5,654)	34,934	13,119	

Town of Gotebo
General Fund Budget
Fiscal Year 2022 / 2023 Annual Budget

	ACTUAL 2020-2021	BUDGET FY 2021-2022	PROJECTED 2021-2022	PROPOSED BUDGET 2022-2023
OTHER FINANCING SOURCES (USES)				
Transfers-out to PWA	(18,489)	-	(4,000)	(5,000)
Total other financing sources (uses)	(18,489)	-	(4,000)	(5,000)
Transfers-in	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	(18,489)	-	(4,000)	(5,000)
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	(37,338)	(5,654)	30,934	8,119
BEGINNING FUND BALANCE (estimated)	143,979	45,787	106,641	137,575
ENDING FUND BALANCE (estimated)	<u>\$ 106,641</u>	<u>\$ 40,133</u>	<u>\$ 137,575</u>	<u>\$ 145,694</u>

Town of Gotebo
Public Works Authority Budget
Fiscal Year 2022 / 2023 Annual Budget

	ACTUAL 2020-2021	BUDGET FY 2021-2022	PROJECTED 2021-2022	PROPOSED BUDGET 2022-2023
OPERATING REVENUES				
Utility Revenues				
Water	\$ 45,082	\$ 45,000	\$ 46,482	\$ 45,000
Rate Increase - 10%	-	4,500	-	4,500
Sewer	12,418	12,500	11,916	12,000
Rate Increase 10%	-	-	-	1,200
Trash	29,460	29,000	29,279	29,000
Rate Increase 10%	-	-	-	2,900
Penalty Revenue	1,877	1,500	1,852	1,500
Grant Revenue				
CIP Mapping - Completed	15,000	-	-	-
2019 REAP Grant - Completed	21,121	-	-	-
2021 REAP Grant	-	55,000	55,000	-
Interest Income	42	50	23	25
Miscellaneous Revenues	12,152	-	2,753	2,500
TOTAL OPERATING REVENUES	137,152	147,550	147,305	98,625
OPERATING EXPENSES				
Water Department				
Personal Services	-	27,494	31,422	27,494
Water purchases	15,845	16,848	14,035	16,848
Other Services and Charges	453	4,000	3,808	4,000
Capital Outlay	2,742	55,000	61,865	-
Total Water Department	19,040	103,342	111,130	48,342
Sewer Department				
Other Services and Charges	701	1,500	3,286	3,500
Total Sewer Department	701	1,500	3,286	3,500
Trash Department				
Other Services and Charges	29,731	25,000	31,421	32,000
Total Trash Department	29,731	25,000	31,421	32,000
Gotebo Public Works Authority Administration				
Personal Services	49,070	9,107	10,408	9,107
Materials and Supplies	3,810	500	1,481	1,500
Other Services and Charges	4,898	5,500	6,557	7,000
Capital Improvements	15,000	-	-	-
Total Administration Department	72,778	15,107	18,446	17,607
TOTAL OPERATING EXPENDITURES	122,250	144,949	164,283	101,449
OPERATING INCOME (LOSS)	14,902	2,601	(16,978)	(2,824)
INCOME (LOSS) BEFORE OPERATING	14,902	2,601	(16,978)	(2,824)
OPERATING TRANSFERS IN				
From General Fund	18,489	-	4,800	5,000
Total transfers in	18,489	-	4,800	5,000
NET INCOME	33,391	2,601	(12,178)	2,176
BEGINNING RETAINED EARNINGS (estimated)	5,838	14,509	39,229	27,051
ENDING RETAINED EARNINGS (estimated)	\$ 39,229	\$ 17,110	\$ 27,051	\$ 29,227

BUDGET ADOPTION RESOLUTION – FUND-BASED BUDGET

**TOWN OF GOTEBO, OKLAHOMA
RESOLUTION NO. 2022-5 General**

A RESOLUTION APPROVING THE TOWN OF GOTEBO, OKLAHOMA BUDGET FOR THE FISCAL YEAR 2022-2023 AND ESTABLISHING BUDGET AMENDMENT AUTHORITY

WHEREAS, The Town of Gotebo 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, 2022 (FY 2022-2023) 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 Board of Trustees at least 30 days prior to the start of the fiscal year in compliance with Section 17-205; and

WHEREAS, The Town Board of Trustees 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 BOARD OF TRUSTEES OF THE TOWN OF GOTEBO, OKLAHOMA:

SECTION 1. The Town Board of Trustees does hereby adopt the FY 2022-2023 Budget on the 13th day of June 2022 with total resources available in the amount of \$343,117 and total fund/departmental appropriations in the amount of \$168,196 Legal appropriations (spending/encumbering limits) are hereby established as follows:

Fund: Department	Appropriation Amount
General Fund:	
General government	\$39,927
Street & Alley	5,500
Fire	15,720
Cemetery	5,000
Community Center	600
GPWA:	
Administration	17,607
Water	48,342
Sewer	3,500
Trash	32,000

SECTION 2. The Gotebo Board of Trustees does hereby authorize the Town Clerk to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2022-2023, 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 Gotebo Board of Trustees.

SECTION 3. All supplemental appropriations or decrease in the total appropriation of a fund shall be adopted at a meeting of the Gotebo Board of Trustees and filed with the State Auditor and Inspector.

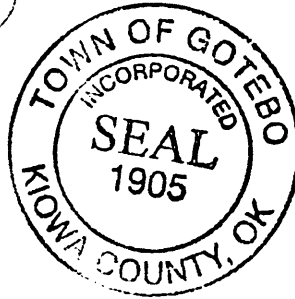
ADOPTED BY THE TOWN BOARD OF TRUSTEES OF THE TOWN OF GOTEBO this 13th day of June, 2022.

TOWN OF GOTEBO, OKLAHOMA

Randi Allbright
Mayor

ATTEST:

Cynthia Hawn
Town Clerk



BUDGET ADOPTION RESOLUTION – FUND-BASED BUDGET

TOWN OF GOTEBO, OKLAHOMA

RESOLUTION NO. 2022- 6 pwr

A RESOLUTION APPROVING THE TOWN OF GOTEBO, OKLAHOMA BUDGET FOR THE FISCAL YEAR 2022-2023 AND ESTABLISHING BUDGET AMENDMENT AUTHORITY

WHEREAS, The Town of Gotebo 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, 2022 (FY 2022-2023) 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 Board of Trustees at least 30 days prior to the start of the fiscal year in compliance with Section 17-205; and

WHEREAS, The Town Board of Trustees 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 BOARD OF TRUSTEES OF THE TOWN OF GOTEBO, OKLAHOMA:

SECTION 1. The Town Board of Trustees does hereby adopt the FY 2022-2023 Budget on the 13th day of June 2022 with total resources available in the amount of \$343,117 and total fund/departmental appropriations in the amount of \$168,196 Legal appropriations (spending/encumbering limits) are hereby established as follows:

Fund: Department	Appropriation Amount
General Fund:	
General government	\$39,927
Street & Alley	5,500
Fire	15,720
Cemetery	5,000
Community Center	600
GPWA:	
Administration	17,607
Water	48,342
Sewer	3,500
Trash	32,000

SECTION 2. The Gotebo Board of Trustees does hereby authorize the Town Clerk to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2022-2023, 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 Gotebo Board of Trustees.

SECTION 3. All supplemental appropriations or decrease in the total appropriation of a fund shall be adopted at a meeting of the Gotebo Board of Trustees and filed with the State Auditor and Inspector.

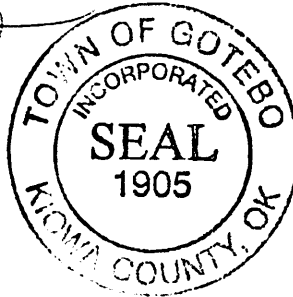
ADOPTED BY THE TOWN BOARD OF TRUSTEES OF THE TOWN OF GOTEBO this 13th day of June, 2022.

TOWN OF GOTEBO, OKLAHOMA

Randi Allbright
Mayor

ATTEST:

[Signature]
Town Clerk



PUBLIC HEARING NOTICE

The Town of Gotebo is conducting a Public Hearing on Monday, June 13, 2022 at 7:00 p.m. The hearing will be held at the Gotebo Town Hall, located 200 Commercial Street, Gotebo Oklahoma.

The purpose of the hearing is

1. Call to Order
2. Discussion concerning FY2023 Budgets for Town of Gotebo & Gotebo Public Works Authority
3. Adjourn

The Town of Gotebo requests and encourages all interested citizens to attend this meeting and to contribute information and ideas toward this program.

PUBLICLY POSTED THIS 6th DAY OF JUNE, 2022.

POSTED AT: Gotebo Town Hall

Gotebo Post Office

Time of Posting: 3 p.m.



Crystal Law, Town Clerk

Town SEAL

