

TOWN OF SHADY POINT, OKLAHOMA

ADOPTED ANNUAL BUDGET

FY 15-16



Letlove

**TOWN OF SHADY POINT
FY 15-16 ANNUAL BUDGET
TABLE OF CONTENTS**

<u>INTRODUCTION</u>	<u>Page</u>
BUDGET MESSAGE	1
FUND DESCRIPTION	2
<u>BUDGET SUMMARY</u>	
BUDGET SUMMARY - ALL FUNDS	3
<u>FUND BUDGET SCHEDULES</u>	
BUDGET SUMMARY:	
• GENERAL FUND	4
• FIRE	5
• SHADY POINT PUBLIC WORKS AUTHORITY	6
<u>DEPARTMENTAL BUDGET SUMMARIES</u>	
GENERAL FUND:	
• GENERAL GOVERNMENT	7
• POLICE	8
• STREET AND PARK	9
<u>DETAIL BUDGET WORKSHEETS:</u>	
✓ GENERAL FUND	10
✓ PERSONNEL WORKSHEET	11
✓ SALES AND USE TAX SUMMARY	12

INTRODUCTION

TOWN OF SHADY POINT
BUDGET MESSAGE FY 15-16

To: Board of Trustees and Citizens of Shady Point

The FY 15-16 annual budget for the Town of Shady Point is a balanced budget.

Highlights of the budget presented are listed as follows:

◆ Capital outlay budgeted as follows:

▶ SHADY POINT GENERAL FUND

General Government - Awnings	1,400
Police – Computer Software	8,000
Street and Park – Lawn Mower	7,000

▶ SHADY POINT PUBLIC WORKS AUTHORITY

Dialer for Lift Station	1,300
Trash Pump	3,200

The budget presented to you is a balanced budget prepared in accordance with the Oklahoma Municipal Budget Act in Title 11 of the Oklahoma Statutes.

Respectfully submitted,

Justin Cruise, Mayor

**TOWN OF SHADY POINT
FUND DESCRIPTION**

<u>FUND TITLE:</u>	<u>GENERAL FUND</u>	<u>FIRE</u>	<u>CDBG GRANT</u>	<u>SHADY POINT PUBLIC WORKS</u>
FUND CLASSIFICATION:	General	Special Revenue	Special Revenue	Enterprise
FUND REQUIRED BY:	State Law	Ordinance	Ordinance	Trust Indenture
LEGAL BUDGET REQUIRED ?:	Yes	Yes	Yes	Yes
FUND PURPOSE:	To account for all revenues and expenditures not required to be accounted for in a separate fund. Primary operating fund of the Town.	To account for the receipt of the special 1% sales tax, fire runs, donations, and grant revenue for the purpose of operation and maintenance of the fire department.	To account for receipt of grant funds.	Established by trust indenture as public trust to finance the Town's water, sewer and garbage collection operations.
PRIMARY FUND RESOURCES:	Town Sales Tax Franchise Tax Alcoholic Bev. Tax Licenses & Permits Fines & Forfeitures Interest Income Public Works Transfers	Special sales tax Fire Runs Interest Income	Grant from OK Department of Commerce	Sewer Charges Interest Income Federal Grants FmHA Loan Proceeds
PRIMARY FUND USES:	Town Administration Police Operations Municipal Court Vehicle Maintenance Parks & Recreation	For operation of fire department, firefighting equipment and maintenance thereof	Planning for future capital improvements	Sewer Operations Garbage Collection Water/Sewer Improvements

BUDGET SUMMARY

**TOWN OF SHADY POINT, OK
ADOPTED BUDGET SUMMARY
FY 15-16**

<u>RESOURCES</u>	<u>GENERAL FUND</u>	<u>FIRE</u>	<u>SHADY POINT PUBLIC WORKS</u>	<u>TOTAL</u>
Taxes	96,600	29,400	-	126,000
Intergovernmental	18,100	4,500	-	22,600
Charges for Services	-	200	70,400	70,600
Fines & Forfeitures	85,000	-	-	85,000
Miscellaneous Income	2,500	5,000	1,000	8,500
Interest Income	170	25	90	285
TOTAL REVENUES	202,370	39,125	71,490	312,985
Transfers In	2,400	-	5,544	7,944
Lease Proceeds	-	-	-	-
Fund Balance	4,019	-	-	4,019
TOTAL RESOURCES	<u>208,789</u>	<u>39,125</u>	<u>77,034</u>	<u>324,948</u>
<u>EXPENDITURES AND USES</u>				
General Government	58,400	-	-	58,400
Police	104,775	-	-	104,775
Streets	14,600	-	-	14,600
Fire	-	21,825	-	21,825
Sewer	-	-	41,120	41,120
Capital Outlay	16,400	-	4,500	20,900
Debt Service	12,508	10,500	23,000	46,008
TOTAL EXPENDITURES	206,683	32,325	68,620	307,628
Transfers Out	2,106	5,838	-	7,944
Fund Balance	-	962	8,414	9,376
TOTAL EXPENDITURES AND USES	<u>208,789</u>	<u>39,125</u>	<u>77,034</u>	<u>324,948</u>

PUBLIC NOTICE OF PROPOSED BUDGET HEARING

A public hearing on the FY 15-16 Town of Shady Point Budget will be held at 7:00 on June 8, 2015, at the Shady Point Town Hall for the purposes of discussing and developing the Town budget for the fiscal year beginning July 1, 2015. The public hearing is open to the public and citizen comments on the proposed budget will be welcome. A copy of the proposed FY 15-16 budget is available in the office of the Town Clerk.

FUND BUDGET SCHEDULES

FUND BUDGET SUMMARY

FUND: GENERAL

FISCAL YEAR

2015-16

	PRIOR ACTUAL FY 13-14	CURRENT BUDGET FY 14-15	CURRENT YEAR ACTUAL TO DATE 5-31-15	BUDGET YEAR FY 15-16
ESTIMATED REVENUES:				
SALES TAX	66,882	67,000	59,227	65,000
FRANCHISE TAX	23,409	24,000	19,918	22,000
USE TAX	6,793	6,750	7,651	8,500
CIGERATTE TAX	1,094	1,000	954	1,100
ALCOHOLIC BEVERAGE TAX	8,250	7,500	7,721	8,500
COMMERCIAL VEHICLE TAX	7,843	8,400	7,073	7,700
GASOLINE EXCISE TAX	1,834	1,900	1,729	1,900
FINES AND FORFEITURES	56,791	70,000	61,926	85,000
MISC. REVENUE	12,088	7,500	10,097	2,500
INTEREST INCOME	130	150	157	170
TOTAL REVENUE	185,114	194,200	176,453	202,370
TRANS IN SPPWA	-	-	-	-
TRANS IN FIRE	2,400	2,400	2,000	2,400
LEASE PROCEEDS	-	57,000	57,000	-
FUND BALANCE			-	4,019
TOTAL RESOURCES	187,514	253,600	235,453	208,789
PROPOSED EXPENDITURES:				
GENERAL GOVERNMENT	51,570	63,550	49,040	58,400
POLICE	78,430	85,775	68,660	104,775
STREETS	12,113	14,675	11,629	14,600
TOTAL DEPARTMENTS	142,113	164,000	129,329	177,775
CAPITAL OUTLAY	15,659	61,500	58,121	16,400
DEBT SERVICE	5,965	9,004	7,961	12,508
TRANS OUT FIRE	-	-	-	-
TRANS OUT PWA	2,106	2,106	1,931	2,106
FUND BALANCE	21,671	16,990	38,111	-
TOTAL	187,514	253,600	235,453	208,789

FUND BUDGET SUMMARY

FUND: FIRE

FISCAL YEAR

2015-16

	PRIOR YEAR ACTUAL FY 13-14	CURRENT YEAR BUDGET FY 14-15	CURRENT YEAR ACTUAL TO DATE 5-31-15	BUDGET YEAR FY 15-16
ESTIMATED REVENUES:				
SALES TAX	26,753	26,800	23,649	26,000
USE TAX	2,725	2,700	3,061	3,400
FIRE RUNS	-	200	0	200
INTERGOVERNMENTAL	4,474	4,500	4,484	4,500
MISCELLANEOUS	300	5,000	355	5,000
INTEREST	-	-	5	25
TOTAL REVENUE	34,252	39,200	31,554	39,125
LEASE PROCEEDS	-	-	-	-
TRANS IN - GENERAL	-	-	-	-
FUND BALANCE	4,928	2,913	1,492	-
TOTAL RESOURCES	39,180	42,113	33,046	39,125
PROPOSED EXPENDITURES:				
PERSONAL SERVICES	2,177	1,775	1,584	1,425
MATERIALS & SUPPLIES	1,921	2,500	2,096	2,500
OTHER SERVICES & CHARGES	12,726	21,500	13,764	17,900
TOTAL EXPENDITURES	16,824	25,775	17,444	21,825
CAPITAL OUTLAY	6,018	-	625	-
DEBT SERVICE	10,500	10,500	9,625	10,500
TRANS OUT - SPPWA	3,438	3,438	3,152	3,438
TRANS OUT - GENERAL	2,400	2,400	2,200	2,400
TRANS OUT - GRANT & PROJECT	-	-	-	-
FUND BALANCE	-	-	-	962
TOTAL EXPENDITURES	39,180	42,113	33,046	39,125

	<u>FY 14-15</u>	<u>FY 15-16</u>
NUMBER OF EMPLOYEES (FULL-TIME EQUIVALENTS)	-	-

FY 15-16 PROPOSED CHANGES IN SERVICE:

CAPITAL OUTLAY:

FUND BUDGET SUMMARY

FUND: SHADY POINT PUBLIC WORKS

FISCAL YEAR

2015-16

	PRIOR YEAR ACTUAL FY 13-14	CURRENT YEAR BUDGET FY 14-15	CURRENT YEAR ACTUAL TO DATE 5-31-15	BUDGET YEAR FY 15-16
ESTIMATED REVENUES:				
SEWER CHARGES	69,283	69,200	63,995	69,900
NEW USER TAP FEES	700	800	350	500
MISCELLANEOUS	2,475	1,000	1,460	1,000
INTEREST	78	70	81	90
TOTAL REVENUE	72,536	71,070	65,886	71,490
LEASE PROCEEDS	-	-	-	-
GRANTS	-	-	11,615	-
TRANSFERS IN - FIRE	3,438	3,438	3,152	3,438
TRANSFERS IN - GENERAL	2,106	2,106	1,931	2,106
FUND BALANCE	-	-	-	-
TOTAL RESOURCES	78,080	76,614	82,584	77,034

PROPOSED EXPENDITURES:				
PERSONAL SERVICES	465	-	-	-
MATERIALS & SUPPLIES	1,560	3,200	1,009	2,200
OTHER SERVICES & CHARGES	37,670	42,170	29,483	38,920
DEPT. SUBTOTAL	39,695	45,370	30,492	41,120
CAPITAL OUTLAY	8,116	8,000	12,877	4,500
DEBT SERVICE	15,119	23,000	21,076	23,000
TRAN OUT - GENERAL	-	-	-	-
FUND BALANCE	15,150	244	18,139	8,414
TOTAL BUDGET	78,080	76,614	82,584	77,034

	<u>FY 14-15</u>	<u>FY 15-16</u>
NUMBER OF EMPLOYEES (FULL-TIME EQUIVALENTS)	-	-

FY 15-16 PROPOSED CHANGES IN SERVICE:

CAPITAL OUTLAY:

Dialer for Lift Station	\$1,300
Trash Pump	3,200
	<u>\$4,500</u>

DEPARTMENTAL BUDGET SUMMARIES

DEPARTMENT BUDGET SUMMARY

DEPARTMENT: GENERAL GOVERNMENT

FUND

GENERAL

FY 15-16

EXPENDITURE CLASSIFICATION	PRIOR YEAR ACTUAL FY 13-14	CURRENT YEAR BUDGET FY 14-15	CURRENT YEAR ACTUAL TO DATE 5-31-15	BUDGET YEAR FY 15-16
PERSONAL SERVICES	31,599	35,850	30,039	35,700
MATERIALS & SUPPLIES	1,561	2,500	1,403	2,000
OTHER SERVICES & CHARGES	18,410	25,200	17,598	20,700
CAPITAL OUTLAY	4,200	4,500	0	1,400
DEBT SERVICE	0	0	0	0
TOTAL	<u>55,770</u>	<u>68,050</u>	<u>49,040</u>	<u>59,800</u>

	<u>FY 14-15</u>	<u>FY 15-16</u>
NUMBER OF EMPLOYEES (FULL-TIME EQUIVALENTS)	1	1

FY 15-16 PROPOSED CHANGES IN SERVICE:

CAPITAL OUTLAY:

Awnings \$1,400

DEPARTMENT BUDGET SUMMARY

DEPARTMENT: POLICE

FUND

GENERAL

FY 15-16

EXPENDITURE CLASSIFICATION	PRIOR YEAR ACTUAL FY 13-14	CURRENT YEAR BUDGET FY 14-15	CURRENT YEAR ACTUAL TO DATE 5-31-15	BUDGET YEAR FY 15-16
PERSONAL SERVICES	47,294	47,300	39,608	66,950
MATERIALS & SUPPLIES	10,985	12,700	8,860	12,500
OTHER SERVICES & CHARGES	20,151	25,775	20,192	25,325
CAPITAL OUTLAY	9,564	57,000	58,121	8,000
DEBT SERVICE	5,965	9,004	7,961	12,508
TOTAL	<u>93,959</u>	<u>151,779</u>	<u>134,742</u>	<u>125,283</u>

NUMBER OF EMPLOYEES (FULL-TIME EQUIVALENTS)	<u>FY 14-15</u> 2.5	<u>FY 15-16</u> 2.5
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FY 15-16 PROPOSED CHANGES IN SERVICE:

CAPITAL OUTLAY:

Computer Software \$8,000

DEPARTMENT BUDGET SUMMARY

DEPARTMENT: STREET AND PARK

FUND

GENERAL

FY 15-16

EXPENDITURE CLASSIFICATION	PRIOR YEAR ACTUAL FY 13-14	CURRENT YEAR BUDGET FY 14-15	CURRENT YEAR ACTUAL TO DATE 5-31-15	BUDGET YEAR FY 15-16
PERSONAL SERVICES	0	0	0	0
MATERIALS & SUPPLIES	4,438	6,125	5,043	6,500
OTHER SERVICES & CHARGES	7,675	8,550	6,586	8,100
CAPITAL OUTLAY	1,895	0	0	7,000
DEBT SERVICE	0	0	0	0
TOTAL	<u>14,008</u>	<u>14,675</u>	<u>11,629</u>	<u>21,600</u>

	<u>FY 14-15</u>	<u>FY 15-16</u>
NUMBER OF EMPLOYEES (FULL-TIME EQUIVALENTS)	-	-

FY 15-16 PROPOSED CHANGES IN SERVICE:

CAPITAL OUTLAY:

Lawn Mower \$7,000

DETAIL BUDGET WORKSHEETS

TOWN OF SHADY POINT
FY 15-16

FUND TYPES:

ACCOUNT TITLE	GENERAL FUND					FIRE	PUBLIC WORKS AUTHORITY
	ACCT CODE	GENERAL GOV'T	DEPARTMENTS		TOTAL GENERAL FUND		
			POLICE	STREETS			
PERSONAL SERVICES:	6100s						
SALARIES AND WAGES	6110	24,960	58,838	-	83,798	-	-
GROUP HEALTH INSURANCE	6120	6,669	-	-	6,669	-	-
SOCIAL SECURITY (FICA)	6130	1,548	3,648	-	5,196	-	-
MEDICARE EXPENSE	6135	362	853	-	1,215	-	-
WORKMANS COMP. INSURANCE	6140	1,972	3,140	-	5,112	525	-
UNEMPLOYMENT INSURANCE	6150	170	467	-	637	-	-
RETIREMENT	6160	-	-	-	-	900	-
ALLOWANCES	6170	19	4	-	23	-	-
SUBTOTAL		35,700	66,950	-	102,650	1,425	-
MATERIALS & SUPPLIES:	6200s						
OFFICE SUPPLIES	6210	1,500	500	-	2,000	300	200
PRINTING	6211	-	-	-	-	100	-
GAS AND OIL	6260	-	10,000	2,500	12,500	800	500
STREET MATERIALS	6270	-	-	3,000	3,000	-	-
DRAINAGE MAINTENANCE	6272	-	-	-	-	-	-
OTHER MATERIALS & SUPPLIES	6290	500	2,000	1,000	3,500	1,300	1,500
SUBTOTAL		2,000	12,500	6,500	21,000	2,500	2,200
OTHER SERVICES & CHARGES:	6300s						
COLLECTION FEE	6305	-	-	-	-	-	1,200
UTILITIES	6310	3,900	-	1,800	5,700	800	4,800
TELEPHONE	6311	1,800	1,000	-	2,800	1,200	700
VEHICLE MAINTENANCE	6320	-	3,000	500	3,500	500	-
BUILDING MAINTENANCE	6321	2,000	150	200	2,350	500	300
EQUIPMENT MAINTENANCE	6322	300	1,750	2,400	4,450	3,600	5,000
PERMIT FEE	6320	-	-	-	-	-	500
BANK CHARGES	6325	-	-	-	-	-	120
LEGAL FEES	6331	3,000	-	-	3,000	-	-
ACCOUNTING AND AUDITING	6332	4,000	1,400	1,400	6,800	1,400	1,400
CONTRACTED SERVICES	6333	-	1,800	250	2,050	5,000	19,200
VEHICLE ALLOWANCE	6334	600	-	-	600	-	-
WATER ANALYSIS	6335	-	-	-	-	-	550
JUDICIAL	6340	-	3,000	-	3,000	-	-
MEMBERSHIPS AND DUES	6350	700	300	-	1,000	300	900
TRAINING EXPENSES	6351	-	500	-	500	500	-
POSTAGE	6352	400	25	-	425	100	25
TRAVEL COSTS	6354	-	100	-	100	100	-
INSURANCE	6360	2,000	2,500	1,400	5,900	2,500	3,700
SURETY BOND	6364	700	-	-	700	500	-
UNIFORMS	6365	-	1,800	-	1,800	-	-
PUBLICATIONS	6370	300	100	50	450	100	25
HOUSING FEE	6380	-	2,300	-	2,300	-	-
DOG POUND	6385	-	-	-	-	-	-
WARRANT DIVISION FEES	6386	-	5,500	-	5,500	-	-
MEETING EXPENSES	6386	-	-	-	-	200	-
K-9 DOG EXPENSES	6387	-	-	-	-	-	-
COMMUNITY OUTREACH EXPENSE	6388	-	-	-	-	100	-
MISCELLANEOUS	6390	1,000	100	100	1,200	500	500
SUBTOTAL		20,700	25,325	8,100	54,125	17,900	38,920
CAPITAL OUTLAY:	6400s						
VEHICLES	6430	-	-	-	-	-	-
EQUIPMENT	6440	-	8,000	7,000	15,000	-	4,500
FURNITURE/FIXTURES	6450	-	-	-	-	-	-
CAPITAL IMPROVEMENTS	6460	1,400	-	-	1,400	-	-
SUBTOTAL		1,400	8,000	7,000	16,400	-	4,500
DEBT SERVICES:	6500s						
PRINCIPAL	6510	-	12,508	-	12,508	10,500	23,000
INTEREST	6520	-	-	-	-	-	-
SUBTOTAL		-	12,508	-	12,508	10,500	23,000
TOTAL BUDGET		59,800	125,283	21,600	206,683	32,325	68,620

TOWN OF SHADY POINT - SALES AND USE TAX SUMMARY

Month Received by Town of Shady Point:	<u>FY 10-11</u>	<u>FY 11-12</u>	<u>FY 12-13</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 14-15</u>	<u>FY 14-15</u>	<u>FY 14-15</u>
						<u>Sales Tax</u>	<u>Use Tax</u>	<u>Cig/Tobacco Tax</u>
July	8,591	8,947	8,460	8,346	8,147	7,262	800	85
August	7,057	6,362	7,139	7,203	7,776	5,995	1,690	91
September	7,773	9,686	9,403	10,884	10,358	9,157	1,126	75
October	8,382	8,459	8,002	7,569	10,059	8,877	1,077	105
November	5,538	6,377	6,486	6,475	7,024	6,321	593	110
December	6,829	6,900	6,597	12,224	6,212	5,484	665	63
January	6,560	9,079	9,375	7,836	11,200	10,070	1,060	70
February	8,396	7,748	7,219	8,273	7,888	6,458	1,323	107
March	6,980	7,682	6,706	9,485	6,912	6,280	569	63
April	6,086	7,321	7,221	8,830	8,602	7,633	886	83
May	7,264	9,754	8,637	8,285	10,362	9,339	921	102
June	7,140	6,850	6,978	8,148	8,594 *	7,534 *	973 *	87 *
TOTAL	<u>86,596</u>	<u>95,165</u>	<u>92,223</u>	<u>103,558</u>	<u>103,134</u>	<u>90,410</u>	<u>11,683</u>	<u>1,041</u>
% Change	6.69%	9.90%	-3.09%	12.29%	-0.41%			

	<u>Fire</u>	<u>General Fund</u>
Sales Tax	91,000	65,000
Use Tax	11,900	8,500

* Estimate for the month of June