

**TOWN OF MARSHALL**

**2021-2022 BUDGET**

**PRESENTED TO THE TOWN BOARD**

**June 1, 2021**

RESOLUTION #

TOWN OF MARSHALL, OKLAHOMA

A RESOLUTION APPROVING THE TOWN OF MARSHALL, OKLAHOMA, BUDGET FOR THE FISCAL YEAR 2021-2021 AND ESTABLISHING BUDGET AMENDMENT AUTHORITY

WHEREAS, the Town of Marshall 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 20, 2022 (FY 2021-2022) consistent with the Act; and

WHEREAS, the Act in section 17-215 provides for the chief executive officer of the Town, of 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 Marshall Town Council at least 30 days prior to the start of the fiscal year, and published notice of the Public Hearing in compliance with Section 17-205; and

WHEREAS, the Marshall Town Council 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 MARSHALL, OKLAHOMA:

SECTION 1. The Town Council of the Town of Marshall does hereby adopt the FY 2021-2022 Budget on the 30th day of June, 2021, with total resources available in the amount of \$ 000,000 and total fund/departmental appropriations in the amount of \$ 000,000. Legal appropriations (spending/encumbering limits) are hereby established as follows:


Fund	Department	Appropriation Amount	Fund	Department	Appropriation Amount
General Fund Total		115,412	Marshall Enterprise Fund Total		69,164
Personal Services		27,734	Personal Services		-
Maintenance & Operations		37,678	Maintenance & Operations		66,164
Capital Outlay		50,000	Capital Outlay		-
Debt Service		-	Debt Service		-
Funds Transfers		-	Funds Transfers		3,000
Street & Alley Funds Total		5,000	Total Budget		261,001
Cemetery Funds Total		10,425			
Grant Funds Total		50,000			
Meter Funds Total		11,000			

SECTION 2: The Town Council does hereby authorize the Town Treasurer to transfer any unexpended and unencumbered appropriations, at any time through FY 2020-2021, 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 Council.

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.

PASSED, APPROVED AND ADOPTED THIS 3RD DAY OF JUNE 2021.

(S E A L)

  
 Dillon Davis, Mayor  
 Town of Marshall, Oklahoma

Attest:

  
 Janet Hicks, City Clerk  
 Town of Marshall, Oklahoma

## **TOWN OF MARSHALL**

### **BUDGET SCHEDULE**

**DATE:**

- June 1, 2021 Budget must be prepared and presented to the Town Council 30 days prior to the beginning of the year.
- The Budget must include: (1) a Budget Summary and (2) a Budget Message explaining the budget.
- June 1, 2021 Budget Summary and Notice of time, date, and place of Public Hearing must be published at least five (5) days prior to Public Hearing on Budget.
- June 3, 2021 Public Hearing on proposed budget must be held.
- June 3, 2021 Budget must be adopted after the Public Hearing and at least seven (7) days before the budget year begins.
- July 1, 2021 Budget must be filed with the State Auditor and Inspector's Office

**TOWN OF MARSHALL'S BUDGET SCHEDULE FOR FISCAL YEAR 2021-2022:**

- June 1, 2021 Give Proposed Budget to Board Members 30 days prior to the beginning of the year.
- June 28, 2021 Have Public Hearing and also adopt approved budget by resolution.

**IF NECESSARY, SCHEDULE A SPECIAL MEETING TO FINISH FINALIZING PROPOSED BUDGET ANYTIME BEFORE JUNE 30, 2021**

- June 24, 2021 Have Notice of Public Hearing to paper to be published by June 1, 2020.
- June 28, 2021 Have Public Hearing and also adopt approved budget by resolution.

TOWN OF MARSHALL

BOARD OF DIRECTORS

June 30, 2021

			<u>Term</u>
Dillon Davis	Mayor	P.O. BOX 41 Marshall, OK	2017-2021
Bonnie Diedrich	Member	P.O. Box 135 Marshall, OK	2019-2023
Curtis Taylor	Member	P.O. Box 52 Marshall, OK	2019-2023
Janet Hicks	Clerk	P.O. Box 7 Marshall, OK	2019-2023
Carla Hammer	Treasurer	P.O. Box 118 Marshall, OK	2017-2021

## BUDGET MESSAGE

The upcoming FY 2021-2022 annual budget for the Town of Marshall includes some significant components that reflect the Town's continuing efforts to provide quality services.

The Budget outlines the expenditures in the form of Personnel Services, Maintenance & Operations, Capital Outlay, Debt Service, and Fund Transfers, as follows:

1. Personnel Services: includes expenses for salaries and taxes.
2. Maintenance & Operations: includes expenses for utility services, postage, vehicle expense, advertising, dues, office supplies, chemicals, uniforms, equipment parts and supplies, employee training, grounds upkeep, insurance, street lighting, telephone service, and testing fees.
3. Capital Outlay: includes expenses for equipment, machinery, vehicles.
4. Debt Service: none
5. Fund Transfers: are transfers of funds from one fund to another fund within the budget.

Uses of fund balance is as follows:

Marshall General Fund	75,081
Marshall Enterprise Fund	48,490
Street & Alley Fund	10,526
Cemetery Fund	24,887
Grant Fund	7,727
Meter Fund	11,683

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

Carla Hammer  
Town Treasurer

TOWN OF MARSHALL  
SUMMARY OF REVENUE

	Actual 2019-2020	Budget 2020-2021	Budget 2021-2022
<b>General Fund</b>			
Beginning Bank Balance		85,804	75,081
Sales Tax	46,712	49,375	47,242
Tobacco Tax	442	460	432
Alcoholic Beverage Tax	4,215	4,170	5,308
Franchise Tax	6,521	7,064	7,522
Interest	664	150	81
Grants	-	50,000	-
Miscellaneous	110	50	216
Total	<u>58,664</u>	<u>197,073</u>	<u>135,881</u>
<b>MARSHALL ENTERPRISE FUND</b>			
Beginning Bank Balance	48,638	52,016	48,490
Water Revenue	33,032	33,699	43,134
Sewer Revenue	3,281	3,287	3,308
Trash Revenue	19,140	19,318	19,376
Interest	129	50	23
Late Charges	486	503	536
Transfers from Town	-	-	-
Total	<u>104,706</u>	<u>108,873</u>	<u>114,867</u>
<b>STREET &amp; ALLEY FUND</b>			
Beginning Bank Balance	8,292	8,109	10,526
Gasoline Excise Tax	330	418	-
Vehicle Tax	2,087	2,109	2,395
Miscellaneous	-	-	-
Transfers in	-	-	-
Total	<u>10,709</u>	<u>10,636</u>	<u>12,921</u>
<b>CEMETARY FUND</b>			
Beginning Bank Balance	34,859	30,293	24,887
Donations	5,130	3,754	3,754
Total	<u>39,989</u>	<u>34,047</u>	<u>28,641</u>
<b>GRANT FUND</b>			
Beginning Bank Balance	7,727	7,727	7,727
Grant Proceeds	-	-	-
Interest	-	-	-
Total	<u>7,727</u>	<u>7,727</u>	<u>7,727</u>
<b>METER FUND</b>			
Beginning Bank Balance	11,683	11,695	11,683
Meter Deposits	-	200	200
Interest	12	10	10
Total	<u>11,695</u>	<u>11,905</u>	<u>11,893</u>
Grand Totals	<u><u>233,490</u></u>	<u><u>370,261</u></u>	<u><u>311,930</u></u>

ALL FUNDS  
Fiscal 2020-2021

	General Fund	Street & Alley Fund	Cemetery Fund	Grant Fund	Meter Fund	Enterprise Fund
<b>Estimated Revenues</b>						
Sales Tax	47,242	-	-	-	-	-
Tobacco Tax	432	-	-	-	-	-
Alcoholic Beverage Tax	5,308	-	-	-	-	-
Franchise Tax	7,522	-	-	-	-	-
Commercial Vehicle Tax	-	2,395	-	-	-	-
Motor Fuel Excise Tax	-	-	-	-	-	-
Cemetery	-	-	3,754	-	-	-
Water Fees	-	-	-	-	-	43,134
Sewer Fees	-	-	-	-	-	3,308
Sanitation	-	-	-	-	-	19,376
Late Charges	-	-	-	-	-	536
Interest	81	-	-	-	10	23
Grants	-	-	-	-	-	-
Other	216	-	-	-	200	-
<b>Total</b>	<b>60,800</b>	<b>2,395</b>	<b>3,754</b>	<b>-</b>	<b>210</b>	<b>66,377</b>
<b>Approved Uses</b>						
Personal Services	27,734	-	-	-	-	-
Maintenance & Operations	37,678	5,000	10,425	50,000	11,000	66,164
Capital Outlay	50,000	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Funds Transfers	-	-	-	-	-	3,000
<b>Total</b>	<b>115,412</b>	<b>5,000</b>	<b>10,425</b>	<b>50,000</b>	<b>11,000</b>	<b>69,164</b>
<b>Net</b>	<b>(54,612)</b>	<b>(2,605)</b>	<b>(6,671)</b>	<b>(50,000)</b>	<b>(10,790)</b>	<b>(2,787)</b>
Fund Balance-Beginning of Year	75,081	10,526	24,887	7,727	11,683	48,490
Fund Balance- End of Year	20,469	7,921	18,216	(42,273)	893	45,703

TOWN OF MARSHALL

ALL FUNDS

BUDGET SUMMARY

<u>Fund</u>	<u>Estimated 2020-2021 Budget</u>	<u>Personal Services</u>	<u>Maint &amp; Operations</u>	<u>Capital Outlay</u>	<u>Debt Service</u>	<u>Fund Transfers</u>	<u>Budget 2021-2022 Total</u>
General Fund	140,604	27,734	37,678	50,000	-	-	115,412
Enterprise Fund	80,186	-	66,164	-	-	3,000	69,164
Street & Alley	5,000	-	5,000	-	-	-	5,000
Cemetary Fund	10,425	-	10,425	-	-	-	10,425
Grant Fund	50,000	-	50,000	-	-	-	50,000
Meter Fund	11,000	-	11,000	-	-	-	11,000
Total		<u>27,734</u>	<u>180,267</u>	<u>50,000</u>	<u>-</u>	<u>3,000</u>	<u>261,001</u>



FISCAL YEAR 2020-2021 BUDGET

**GENERAL FUND**      **\$ 115,412**

	<u>PERSONNEL SERVICES</u>	<u>MAINT &amp; OPERATIONS</u>	<u>CAPITAL OUTLAY</u>	<u>FUNDS TRANSFER</u>	<u>TOTAL</u>
<b><u>DEPARTMENT</u></b>					
General Fund	27,734	37,678	50,000	0	115,412
Totals	<u>27,734</u>	<u>37,678</u>	<u>50,000</u>	<u>0</u>	<u>115,412</u>

**MARSHALL  
ENTERPRISE FUND**      **\$ 69,164**

	<u>PERSONNEL SERVICES</u>	<u>MAINTENANCE &amp; OPERATIONS</u>	<u>CAPITAL OUTLAY</u>	<u>FUNDS TRANSFER</u>	<u>TOTAL</u>
<b><u>DEPARTMENT</u></b>					
Enterprise Fund	-	66,164	-	3,000	69,164
Totals	<u>-</u>	<u>66,164</u>	<u>-</u>	<u>3,000</u>	<u>69,164</u>

FISCAL YEAR 2020-2021 BUDGET

<b><u>STREET &amp; ALLEY FUND</u></b>	<b><u>\$ 5,000</u></b>
<b>Proposed Budget:</b>	<b><u>Total</u></b>
Personal Services	-
Maintenance & Operations	5,000
Capital Outlay	<u>-</u>
<b>Total</b>	<b><u><u>5,000</u></u></b>
<b><u>CEMETARY FUND</u></b>	<b><u>\$ 10,425</u></b>
<b>Proposed Budget:</b>	<b><u>Total</u></b>
Maintenance & Operations	10,425
Capital Outlay	<u>-</u>
<b>Total</b>	<b><u><u>10,425</u></u></b>
<b><u>GRANT FUND</u></b>	<b><u>\$ 50,000</u></b>
<b>Proposed Budget:</b>	<b><u>Total</u></b>
Maintenance & Operations	50,000
Capital Outlay	<u>-</u>
<b>Total</b>	<b><u><u>50,000</u></u></b>
<b><u>METER FUND</u></b>	<b><u>\$ 11,000</u></b>
<b>Proposed Budget:</b>	<b><u>Total</u></b>
Maintenance & Operations	11,000
Capital Outlay	<u>-</u>
<b>Total</b>	<b><u><u>11,000</u></u></b>