

TOWN OF BILLINGS, OKLAHOMA

Fiscal Year 2023/2024 Annual Budget

BUDGET MEMO

The 2023/2024 Annual Budget for the Town of Billings 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:

Sales tax and other recurring tax revenues are budgeted at 90% of prior year collections. If collected at 100%, tax revenues will increase by \$28,781; this includes an increase of \$5,080 restricted for Police Department. One cent of sales tax collected is restricted for the Police Department. The budget includes a transfer of that 1%, calculated at \$50,695 from the General Fund to the Police Special Revenue Fund.

The Town's FY24 budget includes utility rate increases for each service provided. Gas, Sewer, and Water reflect a 5.3% rate increase equal to the CPI. A new trash contract was negotiated with Davis Sanitation for the FY24 year which resulted in varying increases for each level of trash service. Noted in the budget, trash expense is expected to increase significantly based upon the new contract. Revenues will increase in line to generate a consistent profit margin for the Town.

The margin on the Town's gas utility continues to be negative. The loss is projected at \$13,000 or 9%. The Town should review their gas pricing and rates to ensure we are breaking even on this utility. All other utility services show a consistent profit margin.

The FY23 payroll budget reflects salary increases for all full time positions.

Debt service on the USDA Rural Development loan is budgeted at \$36,204 in the Public Works Authority.

The Fire Dept budget includes \$9,000 for FY24 in General Fund for Fuel, Fire Runs, Pensions and Yearly membership dues, consistent with prior year.

The Restricted Police Fund accounts for the 1% restricted sales tax to be used for public safety. Refer to the sales tax ordinance for specific language. The budget includes \$50,000 for contract public service.

In accordance with Section 17-208, Title 11, Oklahoma Statutes, the fiscal year 2023/2024 budget was initially presented to Council in May 2023 for consideration. A public hearing is scheduled for June 8, 2023.

The legal level of control for the City's 2023/2024 budget is established at the Department level. Additional detail is provided for analysis purposes only.

If you have any questions, please contact Meredith Meacham Wilson, CPA.

RECEIVED
JUL 12 2023
State Auditor
and Inspector

PUBLIC NOTICE OF PROPOSED BUDGET HEARING

A public hearing on the proposed FY 2023-2024 budget for the Town of Billings will be held at the Town's regular meeting on June 8, 2023 in the Billings Town Hall, 122 West Main Street, Billings, Oklahoma. The hearing is open to the public and comments from the citizens will be welcomed. Copies of the proposed budgets, as follows, are available at the Billings Town Office.

TOWN OF BILLINGS, OKLAHOMA
Fiscal Year 2023/2024 Annual Budget

BUDGET SUMMARY

	BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	TRANSFERS	Net Change	ENDING BALANCE
GENERAL FUND	\$ 297,262	\$ 233,465	\$ (174,046)	\$ -	\$ 59,419	\$ 356,681
ENTERPRISE FUNDS						
Public Works Authority	\$ 144,526	\$ 381,425	\$ (415,225)	\$ -	\$ (33,800)	\$ 110,726
Industrial Development Authority	123,221	1,100	(1,000)	-	100	123,321
TOTAL ENTERPRISE FUNDS	\$ 267,747	\$ 382,525	\$ (416,225)	\$ -	\$ (33,700)	\$ 234,047
SPECIAL REVENUE FUNDS						
Meter Deposit	\$ 37,076	\$ 30	\$ -	\$ -	\$ 30	\$ 37,106
Sewer	40,416	50	-	-	50	40,466
Police	178,989	50,820	(50,000)	-	820	179,808
Fire Grant	30,595	10,053	(10,053)	-	-	30,595
TOTAL SPECIAL REVENUE FUNDS	\$ 287,075	\$ 60,953	\$ (60,053)	\$ -	\$ 900	\$ 287,975
GRAND TOTAL ALL FUNDS	\$ 852,084	\$ 676,943	\$ (650,324)	\$ -	\$ 26,619	\$ 878,703

Town of Billings, Oklahoma
General Fund
Fiscal Year 2023/2024 Annual Budget

	ACTUAL 2020/2021	ACTUAL 2021/2022	APPROVED BUDGET 2022/2023	PROJECTED ACTUAL 2022/2023	PROPOSED BUDGET 2023/2024	
OPERATING REVENUES						
Sales tax 3% unrestricted	\$ 144,249	\$ 155,561	\$ 138,368	\$ 167,327	\$ 152,085	90%
Use tax	31,849	27,943	24,793	31,605	28,445	90%
Franchise tax	11,001	15,404	13,864	32,209	28,988	90%
Other taxes	18,131	21,066	19,092	20,775	18,697	90%
Grant Income	12,456	10,000	53,314	63,725	-	
Other	11,130	9,753	2,500	7,927	5,250	
TOTAL OPERATING REVENUES	228,816	239,727	251,931	323,568	233,465	
OPERATING EXPENSES						
General Government						
Personal Services	50,297	47,179	50,682	47,269	56,046	
Materials and Supplies	8,941	4,045	7,500	3,184	5,000	
Other Services and Charges	72,019	62,388	75,500	68,503	70,000	
Capital Outlay	-	10,000	53,314	20,000	-	
Total General Government	131,257	123,612	186,996	138,956	131,046	
Street Department						
Personal Services	-	-	-	-	-	
Materials and Supplies	18,648	15,662	22,000	17,312	18,500	
Other Services and Charges	14,693	10,529	15,500	11,077	15,500	
Capital Outlay	1,300	-	-	-	-	
Total Street Department	34,641	26,191	37,500	28,389	34,000	
Code Enforcement						
Personal Services	415	-	-	-	-	
Total Code Enforcement	415	-	-	-	-	
Fire Department						
Other Services and Charges	-	8,383	9,000	10,564	9,000	
Total Fire Department	-	8,383	9,000	10,564	9,000	
TOTAL EXPENDITURES	166,313	158,186	233,496	177,909	174,046	
REVENUES OVER (UNDER) EXPENDITURES	62,503	81,541	18,435	145,659	59,419	
OTHER FINANCING SOURCES (USES)						
Transfers-In						
Transfer In	16,732	-	-	-	-	
Total transfers In	16,732	-	-	-	-	
Transfers-out						
Restricted sales tax: PD 1%	-	-	-	-	-	
Police Special Revenue Fund	-	-	-	-	-	
Public Works Authority	(151)	-	-	-	-	
Industrial Development Authority	(16,732)	-	-	-	-	
Fire Special Revenue Fund	(8,616)	-	-	-	-	
Other	-	-	-	-	-	
Total transfers Out	(25,499)	-	-	-	-	
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	53,736	81,541	18,435	145,659	59,419	
BEGINNING FUND BALANCE	45,982	99,718	136,483	181,259	297,262	
ENDING FUND BALANCE	\$ 99,718	\$ 181,259	\$ 154,918	\$ 326,918	\$ 356,681	

*Taxes budgeted at 90% of projected revenues

Town of Billings, Oklahoma
Public Works Authority
Fiscal Year 2023/2024 Annual Budget

	ACTUAL 2020/2021	ACTUAL 2021/2022	APPROVED BUDGET 2022/2023	PROJECTED ACTUAL 2022/2023	PROPOSED BUDGET 2023/2024
OPERATING REVENUES					
Gas Revenues	\$ 128,958	\$ 109,633	\$ 105,084	\$ 136,131	\$ 133,408
CPI Rate Increase - 5.3%	-	-	15,868	-	7,215
Sewer Revenues	66,381	69,177	61,960	80,609	78,997
CPI Rate Increase - 5.3%	-	-	5,638	-	4,272
Trash Revenues	33,054	32,935	29,468	34,076	33,394
CPI Rate Increase - 5.3% plus 3% pass thru est	-	-	2,682	-	13,806
Water Revenues	97,800	102,956	91,166	99,063	97,081
CPI Rate Increase - 5.3%	-	-	8,296	-	5,250
Grant Revenue- REAP GRANT 2020	71,853	123,314	-	-	-
Other Revenues	8,122	8,615	3,000	9,889	8,000
TOTAL OPERATING REVENUES	406,168	446,630	323,162	359,768	381,425
OPERATING EXPENSES					
Administration Department					
Personal Services	84,600	80,992	95,476	71,847	96,948
Materials and Supplies	2,480	1,019	1,500	475	1,000
Other Services and Charges	13,577	14,258	13,500	12,055	13,500
Capital Outlay	2,820	61,127	-	27,871	-
Total Administration Department	103,477	157,396	110,476	112,247	111,448
Gas Department					
Materials and Supplies	52,143	117,431	120,000	141,687	145,000
Other Services and Charges	7,995	-	9,300	8,153	8,500
Capital Outlay	855	7,970	-	-	-
Total Gas Department	60,993	125,401	129,300	149,840	153,500
Sewer Department					
Materials and Supplies	4,013	2,481	3,000	3,675	3,750
Other Services and Charges	4,399	3,755	3,500	2,733	3,000
Debt Service- <i>USD/A 2054</i>	36,204	36,204	36,204	36,204	36,204
Total Sewer Department	44,616	42,440	42,704	42,612	42,954
Trash Department					
Other Services & Charges	15,228	15,207	16,302	14,820	27,600
Total Trash Department	15,228	15,207	16,302	14,820	27,600
Park and Rec Department					
Personal Services	4,214	8,446	7,223	3,689	7,223
Materials and supplies	4,168	3,918	5,500	1,304	5,000
Other Services & Charges	2,059	1,195	2,500	2,884	3,000
Total Park and Rec Department	10,441	13,559	15,223	7,877	15,223
Water Department					
Materials and Supplies	13,004	15,684	20,000	10,411	12,500
Other Services and Charges	24,648	50,036	35,000	51,208	52,000
Capital Outlay	102,575	27,246	-	-	-
Total Water Department	140,227	92,966	55,000	61,619	64,500
TOTAL OPERATING EXPENDITURES	374,982	446,969	369,005	389,015	415,225
OPERATING INCOME (LOSS)	31,186	(339)	(45,843)	(29,247)	(33,800)
OPERATING TRANSFERS IN/OUT					
Transfer In	2,718	-	-	-	-
Transfer Out	(51)	-	-	-	-
Total Operating Transfers	2,667	-	-	-	-
NET INCOME	33,853	(339)	(45,843)	(29,247)	(33,800)
BEGINNING RETAINED EARNINGS	153,527	187,380	115,103	187,041	144,526
ENDING RETAINED EARNINGS	\$ 187,380	\$ 187,041	\$ 69,260	\$ 157,794	\$ 110,726

Town of Billings, Oklahoma
Meter Deposit Fund
Fiscal Year 2023/2024 Annual Budget

	ACTUAL 2020/2021	ACTUAL 2021/2022	APPROVED BUDGET 2022/2023	PROJECTED ACTUAL 2022/2023	PROPOSED BUDGET 2023/2024
OPERATING REVENUES					
Miscellaneous income	\$ -		\$ -	\$ -	\$ -
Interest income	17	19	17	35	30
TOTAL OPERATING REVENUES	17	19	17	35	30
OPERATING EXPENSES					
Personal Services	-		-	-	-
Materials and Supplies	-		-	-	-
Other Services and Charges	-		-	-	-
Total Expenses	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-
REVENUES OVER (UNDER) EXPENDITURES	17	19	17	35	30
OTHER FINANCING SOURCES (USES)					
Transfer in - Public Works Authority	51		-	-	-
Transfer out - Public Works Authority	-		-	-	-
Total Transfers	51	-	-	-	-
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	68	19	17	35	30
BEGINNING FUND BALANCE	38,774	38,842	38,186	38,861	37,076
ENDING FUND BALANCE	\$ 38,842	\$ 38,861	\$ 38,203	\$ 38,896	\$ 37,106

Town of Billings, Oklahoma
Industrial Development Authority
Fiscal Year 2023/2024 Annual Budget

	ACTUAL 2020/2021	ACTUAL 2021/2022	APPROVED BUDGET 2022/2023	PROJECTED ACTUAL 2022/2023	PROPOSED BUDGET 2023/2024
OPERATING REVENUES					
Rental	\$ 2,000	\$ 40,400	\$ 1,200	\$ 960	\$ 1,000
Interest income	48	57	50	118	100
TOTAL OPERATING REVENUES	2,048	40,457	1,250	1,078	1,100
OPERATING EXPENSES					
Personal Services	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
Other Services and Charges	16,732	2,471	3,000	-	1,000
Total Expenses	16,732	2,471	3,000	-	1,000
TOTAL EXPENDITURES	16,732	2,471	3,000	-	1,000
REVENUES OVER (UNDER) EXPENDITURES	(14,684)	37,986	(1,750)	1,078	100
OTHER FINANCING SOURCES (USES)					
Transfer In	16,732	-	-	-	-
Transfer Out	(16,732)	-	-	-	-
Total Transfers	-	-	-	-	-
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	(14,684)	37,986	(1,750)	1,078	100
BEGINNING FUND BALANCE	104,156	89,472	120,595	127,458	123,221
ENDING FUND BALANCE	\$ 89,472	\$ 127,458	\$ 118,845	\$ 128,536	\$ 123,321

Town of Billings, Oklahoma
Sewer Special Revenue Fund
Fiscal Year 2023/2024 Annual Budget

	ACTUAL 2020/2021	ACTUAL 2021/2022	APPROVED BUDGET 2022/2023	PROJECTED ACTUAL 2022/2023	PROPOSED BUDGET 2023/2024
OPERATING REVENUES					
Miscellaneous income	\$ -	\$ -	\$ -	\$ -	\$ -
Interest income	43	40	40	51	50
TOTAL OPERATING REVENUES	43	40	40	51	50
OPERATING EXPENSES					
Personal Services	-	-	-	-	-
Materials and Supplies	-	-	-	-	-
Other Services and Charges	-	-	-	-	-
Total Expenses	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-
REVENUES OVER (UNDER) EXPENDITURES	43	40	40	51	50
OTHER FINANCING SOURCES (USES)					
Transfers-out					
Public Works Authority	(2,567)	-	-	-	-
Total transfers out	(2,567)	-	-	-	-
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	(2,524)	40	40	51	50
BEGINNING FUND BALANCE	42,862	40,338	40,368	40,378	40,416
ENDING FUND BALANCE	\$ 40,338	\$ 40,378	\$ 40,408	\$ 40,429	\$ 40,466

Town of Billings, Oklahoma
Police Special Revenue Fund
Fiscal Year 2023/2024 Annual Budget

	ACTUAL 2020/2021	ACTUAL 2021/2022	APPROVED BUDGET 2022/2023	PROJECTED ACTUAL 2022/2023	PROPOSED BUDGET 2023/2024
OPERATING REVENUES					
Sales Tax 1% Restricted	\$ 48,083	\$ 51,854	\$ 46,123	\$ 55,775	\$ 50,695
Fines and forfeitures	-	-	-	-	-
Interest income	34	57	45	128	125
TOTAL OPERATING REVENUES	48,117	51,911	46,168	55,903	50,820
OPERATING EXPENSES					
Personal Services	8,705	725	38,981	-	-
Materials and Supplies	-	-	5,000	-	-
Other Services and Charges	3,494	2,889	2,000	1,263	50,000
Total Expenses	12,199	3,614	45,981	1,263	50,000
TOTAL EXPENDITURES	12,199	3,614	45,981	1,263	50,000
REVENUES OVER (UNDER) EXPENDITURES	35,918	48,297	187	54,640	820
OTHER FINANCING SOURCES (USES)					
Transfers in					
General Fund- Restricted sales tax: PD 1%	-	-	-	-	-
Transfers Out					
General Fund	-	-	-	-	-
Total Transfers	-	-	-	-	-
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	35,918	48,297	187	54,640	820
BEGINNING FUND BALANCE	54,262	90,180	115,204	138,477	178,989
ENDING FUND BALANCE	\$ 90,180	\$ 138,477	\$ 115,391	\$ 193,117	\$ 179,808

Town of Billings, Oklahoma
Fire Grant Fund
Fiscal Year 2023/2024 Annual Budget

	ACTUAL 2020/2021	ACTUAL 2021/2022	APPROVED BUDGET 2022/2023	PROJECTED ACTUAL 2022/2023	PROPOSED BUDGET 2023/2024
OPERATING REVENUES					
Intergovernmental	\$ 4,826	\$ 4,763	\$ 4,700	\$ 10,053	\$ 10,053
Interest income	-	-	-	-	-
TOTAL OPERATING REVENUES	4,826	4,763	4,700	10,053	10,053
OPERATING EXPENSES					
Personal Services	3,052	-	-	-	-
Materials and Supplies	3,324	-	-	-	-
Other Services and Charges	3,148	-	4,700	-	10,053
Capital Outlay	14,500	-	-	-	-
Total General Government	24,024	-	4,700	-	10,053
TOTAL EXPENDITURES	24,024	-	4,700	-	10,053
REVENUES OVER (UNDER) EXPENDITURES	(19,198)	4,763	-	10,053	-
OTHER FINANCING SOURCES (USES)					
Transfers					
General Fund	8,616	-	-	-	-
Total transfers out	8,616	-	-	-	-
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	(10,582)	4,763	-	10,053	-
BEGINNING FUND BALANCE	29,760	19,178	20,350	23,941	30,595
ENDING FUND BALANCE	\$ 19,178	\$ 23,941	\$ 20,350	\$ 33,994	\$ 30,595

BUDGET ADOPTION RESOLUTION

**TOWN OF BILLINGS, OKLAHOMA
RESOLUTION NO. 2023-2**

A RESOLUTION APPROVING THE TOWN OF BILLINGS, OKLAHOMA BUDGET FOR THE FISCAL YEAR 2023-2024 AND ESTABLISHING BUDGET AMENDMENT AUTHORITY

WHEREAS, The Town of Billings, Oklahoma 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 Mayor has prepared a budget for the fiscal year ending June 30, 2024 (FY 2023-2024) consistent with the Act; and

WHEREAS, The Act in section 17-215 provides for the Mayor 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 Board of the Town of Billings has conducted a Public Hearing, and published notice of the Public Hearing; and

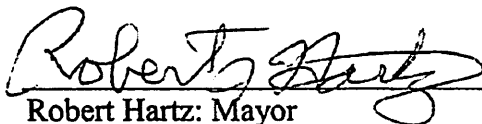
**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN BOARD OF THE
TOWN OF BILLINGS, OKLAHOMA:**


SECTION 1. The Town Board of the Town of Billings, Oklahoma does hereby adopt the FY 2023-2024 Budget on the 8th day of June 2023 with total resources available in the amount of \$1,529,027 and total fund/departmental appropriations in the amount of \$650,324. Legal appropriations (spending/encumbering limits) are hereby established in the attached budget detail.

SECTION 2. The Town Board does hereby authorize the Town Administrator/Mayor to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2023-2024, 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 Board and filed with the State Auditor and Inspector.

ATTEST:


Robert Hartz: Mayor


Janet Baker: City Clerk



Public Notice

Published in the Garber-Billings News on 06-01-2023.

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TOWN OF BILLINGS, OKLAHOMA Fiscal Year 2023/2024 Annual Budget

BUDGET SUMMARY

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ENTERPRISE FUNDS						
Public Works Authority	\$ 144,526	\$ 358,555	\$ (399,815)	\$ -	\$ (41,259)	\$ 103,267
Industrial Development Authority	123,221	1,100	(1,000)	-	100	123,321
TOTAL ENTERPRISE FUNDS	\$ 267,747	\$ 359,655	\$ (400,815)	\$ -	\$ (41,159)	\$ 226,588
SPECIAL REVENUE FUNDS						
Meter Deposit	\$ 37,076	\$ 30	\$ -	\$ -	\$ 30	\$ 37,106
Sewer	40,416	50	-	-	50	40,466
Police	178,989	50,820	(54,199)	-	(3,379)	175,609
Fire Grant	30,595	10,053	(10,053)	-	-	30,595
TOTAL SPECIAL REVENUE FUNDS	\$ 287,075	\$ 60,953	\$ (64,252)	\$ -	\$ (3,299)	\$ 283,776
GRAND TOTAL ALL FUNDS	\$ 852,084	\$ 654,073	\$ (639,113)	\$ -	\$ 14,961	\$ 867,044

Children and Great-Grandchildren of