

TOWN OF BILLINGS, OKLAHOMA

Fiscal Year 2024/2025 Annual Budget

BUDGET MEMO

The 2024/2025 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 \$28,439. One cent of sales tax collected is restricted for the Police Department. The budget includes a transfer of that 1%, calculated at \$48,303 from the General Fund to the Police Special Revenue Fund.

The Town's FY25 budget includes utility rate increases for each service provided. Gas, Sewer, and Water reflect a 3.7% rate increase equal to the CPI. Revenues will increase in line to generate a consistent profit margin for the Town.

The margin on all the town's utility are budgeted to cover the costs of expenses for FY25. All utility services show a consistent profit margin and allow funding for additional repairs and maintenance.

The FY25 payroll budget reflects a 3% 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 FY25 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 \$77,000 for contract public service.

In accordance with Section 17-208, Title 11, Oklahoma Statutes, the fiscal year 2024/2025 budget was initially presented to Council in May 2024 for consideration. A public hearing is scheduled for June 13, 2024.

The legal level of control for the City's 2024/2025 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 31 2024

State Auditor
and Inspector

Noble

PUBLIC NOTICE OF PROPOSED BUDGET HEARING

A public hearing on the proposed FY 2024-2025 budget for the Town of Billings will be held at the Town's regular meeting on June 13, 2024 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 2024/2025 Annual Budget****BUDGET SUMMARY**

	BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	TRANSFERS	Net Change	ENDING BALANCE
GENERAL FUND	\$ 297,024	\$ 214,694	\$ (174,755)	\$ -	\$ 39,939	\$ 336,963
ENTERPRISE FUNDS						
Public Works Authority	\$ 164,173	\$ 347,820	\$ (351,562)	\$ -	\$ (3,742)	\$ 160,431
Industrial Development Authority	129,228	1,225	(1,000)	-	225	129,453
TOTAL ENTERPRISE FUNDS	\$ 293,401	\$ 349,045	\$ (352,562)	\$ -	\$ (3,517)	\$ 289,884
SPECIAL REVENUE FUNDS						
Meter Deposit	\$ 38,869	\$ 100	\$ -	\$ -	\$ 100	38,969
Sewer	40,034	200	-	-	200	40,234
Police	224,147	78,225	(84,626)	-	(6,401)	217,746
Fire Grant	21,467	9,994	(9,994)	-	-	21,467
TOTAL SPECIAL REVENUE FUNDS	\$ 324,517	\$ 88,519	\$ (94,620)	\$ -	\$ (6,101)	\$ 318,416
GRAND TOTAL ALL FUNDS	\$ 914,942	\$ 652,258	\$ (621,938)	\$ -	\$ 30,321	\$ 945,263

TOWN OF BILLINGS, OKLAHOMA

Fiscal Year 2024/2025 Annual Budget

BUDGET MEMO

The 2024/2025 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 \$28,439. One cent of sales tax collected is restricted for the Police Department. The budget includes a transfer of that 1%, calculated at \$48,303 from the General Fund to the Police Special Revenue Fund.

The Town's FY25 budget includes utility rate increases for each service provided. Gas, Sewer, and Water reflect a 3.7% rate increase equal to the CPI. Revenues will increase in line to generate a consistent profit margin for the Town.

The margin on all the town's utility are budgeted to cover the costs of expenses for FY25. All utility services show a consistent profit margin and allow funding for additional repairs and maintenance.

The FY25 payroll budget reflects a 3% 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 FY25 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 \$77,000 for contract public service.

In accordance with Section 17-208, Title 11, Oklahoma Statutes, the fiscal year 2024/2025 budget was initially presented to Council in May 2024 for consideration. A public hearing is scheduled for June 10, 2024.

The legal level of control for the City's 2024/2025 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.

PUBLIC NOTICE OF PROPOSED BUDGET HEARING

A public hearing on the proposed FY 2024-2025 budget for the Town of Billings will be held at the Town's regular meeting on June 10, 2024 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 2024/2025 Annual Budget

BUDGET SUMMARY

	BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	TRANSFERS	Net Change	ENDING BALANCE
GENERAL FUND	\$ 297,024	\$ 214,694	\$ (174,755)	\$ -	\$ 39,939	\$ 336,963
ENTERPRISE FUNDS						
Public Works Authority	\$ 164,173	\$ 347,820	\$ (351,562)	\$ -	\$ (3,742)	\$ 160,431
Industrial Development Authority	129,228	1,225	(1,000)	-	225	129,453
TOTAL ENTERPRISE FUNDS	\$ 293,401	\$ 349,045	\$ (352,562)	\$ -	\$ (3,517)	\$ 289,884
SPECIAL REVENUE FUNDS						
Meter Deposit	\$ 38,869	\$ 100	\$ -	\$ -	\$ 100	38,969
Sewer	40,034	200	-	-	200	40,234
Police	224,147	78,225	(84,626)	-	(6,401)	217,746
Fire Grant	21,467	9,994	(9,994)	-	-	21,467
TOTAL SPECIAL REVENUE FUNDS	\$ 324,517	\$ 88,519	\$ (94,620)	\$ -	\$ (6,101)	\$ 318,416
GRAND TOTAL ALL FUNDS	\$ 914,942	\$ 652,258	\$ (621,938)	\$ -	\$ 30,321	\$ 945,263

Town of Billings, Oklahoma
General Fund
Fiscal Year 2024/2025 Annual Budget

	ACTUAL 2022/2023	APPROVED BUDGET 2023/2024	PROJECTED ACTUAL 2023/2024	PROPOSED BUDGET 2024/2025	
OPERATING REVENUES					
Sales tax 3% unrestricted	\$ 161,209	\$ 152,085	\$ 144,908	\$ 130,126	90%
Use tax	29,678	28,445	40,991	36,892	90%
Franchise tax	24,157	28,988	25,961	23,365	90%
Other taxes	20,544	18,697	20,345	18,311	90%
Grant Income	223,532	-	22,736	-	
Other	10,296	5,250	8,888	6,000	
TOTAL OPERATING REVENUES	469,416	233,465	263,829	214,694	
OPERATING EXPENSES					
General Government					
Personal Services	47,779	56,046	47,169	56,555	
Materials and Supplies	3,287	5,000	6,652	6,700	
Other Services and Charges	69,276	70,000	69,621	75,000	
Capital Outlay	195,171	-	28,493	-	
Total General Government	315,513	131,046	151,936	138,255	
Street Department					
Personal Services	-	-	-	-	
Materials and Supplies	18,162	18,500	9,053	9,100	
Other Services and Charges	11,354	15,500	12,077	15,500	
Capital Outlay	-	-	46,841	-	
Total Street Department	29,516	34,000	67,972	24,600	
Code Enforcement					
Personal Services	-	-	-	-	
Total Code Enforcement	-	-	-	-	
Fire Department					
Other Services and Charges	10,697	9,000	11,828	11,900	
Total Fire Department	10,697	9,000	11,828	11,900	
TOTAL EXPENDITURES	355,726	174,046	231,735	174,755	
REVENUES OVER (UNDER) EXPENDITURES	113,690	59,419	32,094	39,939	
OTHER FINANCING SOURCES (USES)					
Total transfers Out	-	-	-	-	
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	113,690	59,419	32,094	39,939	
BEGINNING FUND BALANCE	181,259	297,262	294,949	297,024	
ENDING FUND BALANCE	\$ 294,949	\$ 356,681	\$ 327,043	\$ 336,963	

*Taxes budgeted at 90% of projected revenues

Town of Billings, Oklahoma
Public Works Authority
Fiscal Year 2024/2025 Annual Budget

	ACTUAL 2022/2023	APPROVED BUDGET 2023/2024	PROJECTED ACTUAL 2023/2024	PROPOSED BUDGET 2024/2025
OPERATING REVENUES				
Gas Revenues	\$ 121,036	\$ 133,408	\$ 136,220	\$ 122,598
CPI Rate Increase - 3.7%		7,215	-	5,040
Sewer Revenues	78,109	78,997	75,876	68,288
CPI Rate Increase - 3.7%		4,272	-	2,807
Trash Revenues	33,894	33,394	52,445	47,201
CPI Rate Increase - 3.7%		13,806	-	13,940
Water Revenues	95,866	97,081	92,791	83,512
CPI Rate Increase - 3.7%		5,250	-	3,433
Grant Revenue	325,783	-	-	-
Other Revenues	15,113	8,000	1,423	1,000
TOTAL OPERATING REVENUES	669,801	381,425	358,755	347,820
OPERATING EXPENSES				
Administration Department				
Personal Services	73,621	96,948	99,100	108,136
Materials and Supplies	356	1,000	475	500
Other Services and Charges	15,209	13,500	10,301	10,500
Capital Outlay	519	-	-	-
Total Administration Department	89,705	111,448	109,876	119,136
Gas Department				
Materials and Supplies	124,300	145,000	76,691	85,000
Other Services and Charges	-	8,500	9,204	9,300
Capital Outlay	7,990	-	-	-
Total Gas Department	132,290	153,500	85,895	94,300
Sewer Department				
Materials and Supplies	4,686	3,750	8,176	8,100
Other Services and Charges	2,374	3,000	708	2,500
Debt Service- USDA 2054	18,783	36,204	36,204	36,204
Total Sewer Department	25,843	42,954	45,088	46,804
Trash Department				
Other Services & Charges	14,866	27,600	16,184	27,600
Total Trash Department	14,866	27,600	16,184	27,600
Park and Rec Department				
Personal Services	4,775	7,223	2,240	7,223
Materials and supplies	3,655	5,000	1,211	3,500
Other Services & Charges	3,397	3,000	1,613	3,000
Total Park and Rec Department	11,827	15,223	5,064	13,723
Water Department				
Materials and Supplies	8,344	12,500	7,809	10,000
Other Services and Charges	49,557	52,000	35,533	40,000
Capital Outlay	31,371	-	6,610	-
Total Water Department	89,272	64,500	49,953	50,000
TOTAL OPERATING EXPENDITURES	363,803	415,225	312,059	351,562
OPERATING INCOME (LOSS)	305,998	(33,800)	46,696	(3,742)
OPERATING TRANSFERS IN/OUT				
Transfer In	-	-	-	-
Transfer Out	-	-	-	-
Total Operating Transfers	-	-	-	-
NET INCOME	305,998	(33,800)	46,696	(3,742)
BEGINNING RETAINED EARNINGS	187,041	144,526	167,256	164,173
ENDING RETAINED EARNINGS	\$ 167,256	\$ 110,726	\$ 213,952	\$ 160,431

Town of Billings, Oklahoma
Meter Deposit Fund
Fiscal Year 2024/2025 Annual Budget

	ACTUAL 2022/2023	APPROVED BUDGET 2023/2024	PROJECTED ACTUAL 2023/2024	PROPOSED BUDGET 2024/2025
OPERATING REVENUES				
Miscellaneous income		\$ -	\$ -	\$ -
Interest income	43	30	125	100
TOTAL OPERATING REVENUES	43	30	125	100
OPERATING EXPENSES				
Personal Services		-	-	-
Materials and Supplies		-	-	-
Other Services and Charges		-	-	-
Total Expenses	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-
REVENUES OVER (UNDER) EXPENDITURES	43	30	125	100
OTHER FINANCING SOURCES (USES)				
Transfer in - Public Works Authority		-	-	-
Transfer out - Public Works Authority		-	-	-
Total Transfers	-	-	-	-
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	43	30	125	100
BEGINNING FUND BALANCE	38,861	37,076	38,904	38,869
ENDING FUND BALANCE	\$ 38,904	\$ 37,106	\$ 39,029	\$ 38,969

Town of Billings, Oklahoma
Industrial Development Authority
Fiscal Year 2024/2025 Annual Budget

	ACTUAL 2022/2023	APPROVED BUDGET 2023/2024	PROJECTED ACTUAL 2023/2024	PROPOSED BUDGET 2024/2025
OPERATING REVENUES				
Rental	\$ 1,000	\$ 1,000	\$ 1,333	\$ 1,000
Interest income	142	100	321	225
TOTAL OPERATING REVENUES	1,142	1,100	1,655	1,225
OPERATING EXPENSES				
Personal Services		-	-	-
Materials and Supplies		-	-	-
Other Services and Charges	-	1,000	-	1,000
Total Expenses	-	1,000	-	1,000
TOTAL EXPENDITURES	-	1,000	-	1,000
REVENUES OVER (UNDER) EXPENDITURES	1,142	100	1,655	225
OTHER FINANCING SOURCES (USES)				
Transfer In		-	-	-
Transfer Out		-	-	-
Total Transfers	-	-	-	-
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	1,142	100	1,655	225
BEGINNING FUND BALANCE	127,458	123,221	128,600	129,228
ENDING FUND BALANCE	\$ 128,600	\$ 123,321	\$ 130,255	\$ 129,453

Town of Billings, Oklahoma
Sewer Special Revenue Fund
Fiscal Year 2024/2025 Annual Budget

	ACTUAL 2022/2023	APPROVED BUDGET 2023/2024	PROJECTED ACTUAL 2023/2024	PROPOSED BUDGET 2024/2025
OPERATING REVENUES				
Miscellaneous income	\$ -	\$ -	\$ -	\$ -
Interest income	100	50	263	200
TOTAL OPERATING REVENUES	100	50	263	200
OPERATING EXPENSES				
Personal Services		-	-	-
Materials and Supplies		-	-	-
Other Services and Charges		-	-	-
Total Expenses	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-
REVENUES OVER (UNDER) EXPENDITURES	100	50	263	200
OTHER FINANCING SOURCES (USES)				
Transfers-out				
Public Works Authority	-	-	-	-
Total transfers out	-	-	-	-
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	100	50	263	200
BEGINNING FUND BALANCE	40,378	40,416	40,478	40,034
ENDING FUND BALANCE	\$ 40,478	\$ 40,466	\$ 40,741	\$ 40,234

Town of Billings, Oklahoma
Police Special Revenue Fund
Fiscal Year 2024/2025 Annual Budget

	ACTUAL 2022/2023	APPROVED BUDGET 2023/2024	PROJECTED ACTUAL 2023/2024	PROPOSED BUDGET 2024/2025	
OPERATING REVENUES					
Sales Tax 1% Restricted	\$ 53,736	\$ 50,695	\$ 48,303	\$ 43,375	90%
Fines and forfeitures		-	-	500.00	
Interest income	176	125	485	350	
School Reimbursement Income	-	-	-	34,000	
TOTAL OPERATING REVENUES	53,912	50,820	48,788	78,225	
OPERATING EXPENSES					
Personal Services	-	-	-	77,126	
Materials and Supplies		-	-	5,000	
Other Services and Charges	1,205	50,000	1,045	2,500	
Total Expenses	1,205	50,000	1,045	84,626	
TOTAL EXPENDITURES	1,205	50,000	1,045	84,626	
REVENUES OVER (UNDER) EXPENDITURES	52,707	820	47,743	(6,401)	
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	52,707	820	47,743	(6,401)	
BEGINNING FUND BALANCE	138,477	178,989	191,184	224,147	
ENDING FUND BALANCE	\$ 191,184	\$ 179,808	\$ 238,927	\$ 217,746	

Town of Billings, Oklahoma
Fire Grant Fund
Fiscal Year 2024/2025 Annual Budget

	ACTUAL 2022/2023	APPROVED BUDGET 2023/2024	PROJECTED ACTUAL 2023/2024	PROPOSED BUDGET 2024/2025
OPERATING REVENUES				
Intergovernmental	\$ 10,053	\$ 10,053	\$ 9,994	\$ 9,994
Interest income		-	-	-
TOTAL OPERATING REVENUES	10,053	10,053	9,994	9,994
OPERATING EXPENSES				
Personal Services		-	-	-
Materials and Supplies		-	-	-
Other Services and Charges		10,053	21,391	9,994
Capital Outlay		-	-	-
Total General Government	-	10,053	21,391	9,994
TOTAL EXPENDITURES	-	10,053	21,391	9,994
REVENUES OVER (UNDER) EXPENDITURES	10,053	-	(11,397)	-
OTHER FINANCING SOURCES (USES)				
Transfers				
General Fund		-	-	-
Total transfers out	-	-	-	-
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	10,053	-	(11,397)	-
BEGINNING FUND BALANCE	23,941	30,595	33,994	21,467
ENDING FUND BALANCE	\$ 33,994	\$ 30,595	\$ 22,597	\$ 21,467

BUDGET ADOPTION RESOLUTION

**TOWN OF BILLINGS, OKLAHOMA
RESOLUTION NO. 2024-1**

**A RESOLUTION APPROVING THE TOWN OF BILLINGS, OKLAHOMA BUDGET
FOR THE FISCAL YEAR 2024-2025 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, 2025 (FY 2024-2025) 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:**

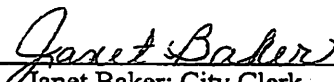
SECTION 1. The Town Board of the Town of Billings, Oklahoma does hereby adopt the FY 2024-2025 Budget on the 13th day of June 2024 with total resources available in the amount of \$1,567,200 and total fund/departamental appropriations in the amount of \$621,938. Legal appropriations (spending/encumbering 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 2024-2025, 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 06-06-2024.

PUBLIC NOTICE OF PROPOSED BUDGET HEARING

A public hearing on the proposed FY 2024-2025 budget for the Town of Billings will be held at the Town's regular meeting on June 13, 2024 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 2024/2025 Annual Budget						
BUDGET SUMMARY						
	BEGINNING BALANCE (Estimate)	REVENUES	EXPENSES	TRANSFERS	Net Change	ENDING BALANCE
GENERAL FUND	\$ 297,024	\$ 214,694	\$ (174,755)	\$ -	\$ 39,939	\$ 336,963
ENTERPRISE FUNDS						
Public Works Authority	\$ 164,173	\$ 347,820	\$ (351,562)	\$ -	\$ (3,742)	\$ 160,431
Industrial Development Authority	129,228	1,225	(1,000)	-	225	129,453
TOTAL ENTERPRISE FUNDS	\$ 293,401	\$ 349,045	\$ (352,562)	\$ -	\$ (3,517)	\$ 289,884
SPECIAL REVENUE FUNDS						
Meter Deposit	\$ 38,869	\$ 100	\$ -	\$ -	\$ 100	\$ 38,969
Sewer	40,034	200	-	-	200	40,234
Police	224,147	78,225	(84,626)	-	(6,401)	217,746
Fire Grant	21,467	9,994	(9,994)	-	-	21,467
TOTAL SPECIAL REVENUE FUNDS	\$ 324,517	\$ 88,519	\$ (94,620)	\$ -	\$ (6,101)	\$ 318,416
GRAND TOTAL ALL FUNDS	\$ 914,942	\$ 652,258	\$ (621,938)	\$ -	\$ 30,321	\$ 945,263