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**TOWN OF BILLINGS, OKLAHOMA**  
**Fiscal Year 2019/2020 Budget Amendments**

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**BUDGET MEMO**

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May 22, 2019

The 2019/2020 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%, sales tax revenues will increase by approximately \$17,800. One cent of sales tax collected is restricted for the Police Department. The budget includes a transfer of that 1%, calculated at \$40,090 from the General Fund to the Police Special Revenue Fund.

The budget includes a 3% utility rate increase for gas, sewer, trash, and water services. This results in approximately \$10,345 in additional revenue.

The budget includes a 20% raise for Terry Pool for his promotion to PWA Director. There are no other raises included in the budget. There is one open positions for a police officer at a total cost of \$36,729.

The CDBG 2016 grant, with revenues and outlay of \$288,237, have been budgeted in PWA. A \$40,000 match requirement was satisfied with engineering costs in prior year.

The only capital improvements in the budget are the funds for water improvements funded by the CDBG grant.

Debt service on the USDA Rural Development loan is budgeted at \$36,200 in the Public Works Authority.

We have reached out to the Fire department and have not heard back on their requests. The Fire Special Revenue Fund budget is included at \$0 for FY20. We will update it as we receive information.

In accordance with Section 17-208, Title 11, Oklahoma Statutes, the fiscal year 2019/2020 budget was initially presented to Council in May 2019 for consideration. A public hearing is scheduled for June 13, 2019.

The legal level of control for the City's 2019/2020 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.

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**JUL 02 2020**

State Auditor  
and Inspector

**Town of Billings, Oklahoma**  
**General Fund**  
**Fiscal Year 2019/2020 Budget Amendments**

	APPROVED BUDGET 2019/2020	JUNE AMENDMENTS (PROPOSED)	AMENDED BUDGET 2019/2020
<b>OPERATING REVENUES</b>			
Sales tax 4%	\$ 120,271		\$ 120,271 •
Sales tax PD Restricted	40,090		40,090.47 •
Use tax	12,531		12,531.24 •
Franchise tax	11,593		11,592.72 •
Other taxes	12,411		12,411.36 •
Pool and recreation	500		500.00
Other	3,500		3,500.00
<b>TOTAL OPERATING REVENUES</b>	<b>200,897</b>	<b>-</b>	<b>200,897</b>
<b>OPERATING EXPENSES</b>			
<b>General Government</b>			
Personal Services	44,193		44,193
Materials and Supplies	6,500		6,500
Other Services and Charges	101,500		101,500
<b>Total General Government</b>	<b>152,193</b>	<b>-</b>	<b>152,193</b>
<b>Street Department</b>			
Personal Services	-		-
Materials and Supplies	19,500		19,500
Other Services and Charges	2,500		2,500
<b>Total Street Department</b>	<b>22,000</b>	<b>-</b>	<b>22,000</b>
<b>Code Enforcement</b>			
Personal Services	1,500		1,500
<b>Total Code Enforcement</b>	<b>1,500</b>	<b>-</b>	<b>1,500</b>
<b>TOTAL EXPENDITURES</b>	<b>175,693</b>	<b>-</b>	<b>175,693</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>25,204</b>	<b>-</b>	<b>25,204</b>
<b>OTHER FINANCING SOURCES (USES)</b>			
<b>Transfers-In</b>			
Transfer In	-	-	-
<b>Total transfers In</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Transfers-out</b>			
Restricted sales tax: PD 1%	(40,090)	-	(40,090)
Police Special Revenue Fund	-		-
Public Works Authority	-		-
Industrial Development Authority	-		-
Fire Special Revenue Fund	-		-
Other	-		-
<b>Total transfers Out</b>	<b>(40,090)</b>	<b>-</b>	<b>(40,090)</b>
<b>REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES</b>	<b>(14,886)</b>	<b>-</b>	<b>(14,886)</b>
<b>BEGINNING FUND BALANCE</b>	<b>27,545</b>		<b>27,545</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 12,659</b>		<b>\$ 12,659</b>

\*Taxes budgeted at 90% of projected revenues

**Town of Billings, Oklahoma**  
**Public Works Authority**  
**Fiscal Year 2019/2020 Budget Amendments**

	APPROVED BUDGET 2019/2020	JUNE AMENDMENTS (PROPOSED)	AMENDED BUDGET 2019/2020
<b>OPERATING REVENUES</b>			
Gas Revenues	\$ 145,000		\$ 145,000
3% Rate increase	4,548		4,548
Sewer Revenues	41,000		41,000
3% Rate increase	1,329		1,329
Trash Revenues	28,500		28,500
3% Rate increase	927		927
Water Revenues	110,000		110,000
3% Rate increase	3,541		3,541
Grant Revenue - CDBG 2016	288,237		288,237
Other Revenues	2,500		2,500
<b>TOTAL OPERATING REVENUES</b>	<b>625,582</b>	<b>-</b>	<b>625,582</b>
<b>OPERATING EXPENSES</b>			
<b>Administration Department</b>			
Personal Services	93,706		93,706
Materials and Supplies	2,000		2,000
Other Services and Charges	10,500		10,500
<b>Total Administration Department</b>	<b>106,206</b>	<b>-</b>	<b>106,206</b>
<b>Gas Department</b>			
Materials and Supplies	72,500		72,500
Other Services and Charges	22,000		22,000
<b>Total Gas Department</b>	<b>94,500</b>	<b>-</b>	<b>94,500</b>
<b>Sewer Department</b>			
Materials and Supplies	2,500		2,500
Other Services and Charges	4,000		4,000
Debt Service- <i>USDA</i>	36,204		36,204
<b>Total Sewer Department</b>	<b>42,704</b>	<b>-</b>	<b>42,704</b>
<b>Trash Department</b>			
Other Services & Charges	22,500		22,500
<b>Total Trash Department</b>	<b>22,500</b>	<b>-</b>	<b>22,500</b>
<b>Park and Rec Department</b>			
Personal Services	500		500
Materials and supplies	5,000		5,000
Other Services & Charges	750		750
<b>Total Park and Rec Department</b>	<b>6,250</b>	<b>-</b>	<b>6,250</b>
<b>Water Department</b>			
Materials and Supplies	30,000		30,000
Other Services and Charges	33,000		33,000
Capital Outlay	288,237		288,237
<b>Total Water Department</b>	<b>351,237</b>	<b>-</b>	<b>351,237</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>623,397</b>	<b>-</b>	<b>623,397</b>
<b>OPERATING INCOME (LOSS)</b>	<b>2,185</b>	<b>-</b>	<b>2,185</b>
<b>OPERATING TRANSFERS IN/OUT</b>			
Transfer In	-		-
Transfer Out	-		-
<b>Total Operating Transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET INCOME</b>	<b>2,185</b>	<b>-</b>	<b>2,185</b>
<b>BEGINNING RETAINED EARNINGS</b>	<b>149,392</b>		<b>149,392</b>
<b>ENDING RETAINED EARNINGS</b>	<b>\$ 151,577</b>		<b>\$ 151,577</b>

**Town of Billings, Oklahoma**  
**Public Works Authority**  
**Fiscal Year 2019/2020 Budget Amendments**

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APPROVED BUDGET 2019/2020	JUNE AMENDMENTS (PROPOSED)	AMENDED BUDGET 2019/2020
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