

TOWN OF MORRISON

**2017-2018 BUDGET
PRESENTED TO THE TOWN BOARD
JUNE 12, 2017**

APPROVED JUNE 12, 2017

RECEIVED

JUN 30 2017

**State Auditor
and Inspector**

Noble

TOWN OF MORRISON

BUDGET SCHEDULE

DATE:

- JUNE 1, 2017** 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, 2017** 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 12, 2017** Public Hearing on proposed budget must be held.
- JUNE 12, 2017** Budget must be adopted after the Public Hearing and at least seven (7) days before the budget year begins.
- JULY 1, 2017** Budget must be filed with the State Auditor and Inspector's Office

TOWN OF MORRISON'S BUDGET SCHEDULE FOR FISCAL YEAR 2017-2018:

- JUNE 1, 2017** Give Proposed Budget to Board Members 30 days prior to the beginning of the year.
- Finalize proposed Budget for approval and adoption at June 12, 2017, Board Meeting.

IF NECESSARY, SCHEDULE A SPECIAL MEETING TO FINISH FINALIZING PROPOSED BUDGET ANYTIME BEFORE JUNE 30, 2017:

- JUNE 1, 2017** Have Notice of Public Hearing to paper to be published by June 1, 2017.
- JUNE 12, 2017** Have Public Hearing and also adopt approved budget by resolution.

TOWN OF MORRISON
BOARD OF DIRECTORS

JUNE 30, 2017

| | | | <u>Term</u> |
|------------------|-----------|--|-------------|
| Erich Wehrenberg | Mayor | 200 Prairie Lane Morrison, Oklahoma | 2015-2019 |
| Leon Coonrod | Member | 209 W. A. Ave. Morrison, Oklahoma | 2016-2019 |
| Phillip Cowley | Member | 205 Echo Lane Stillwater, Oklahoma | 2013-2017 |
| Andrea Galloway | Secretary | 106 Morrison Morrison, Oklahoma | Appointed |
| Linda Lovely | Treasurer | P.O.Box 74 Morrison, Oklahoma | Appointed |

BUDGET MESSAGE

The upcoming FY 2017-2018 annual budget for the Town of Morrison 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, radio repairs, 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, and the construction of a park including little league ballfields.
4. Debt Service: includes payments on the Authority's loans with the Oklahoma Water Resources Board, the Rural Economic Community Development (formerly the Farmers Home Administration), and the local bank loan for the medical clinic building.
5. Fund Transfers: are transfers of funds from one fund to another fund within the budget.

Uses of fund balance is as follows:

| | |
|---------------------------------|-----------|
| Morrison General Fund | \$ 89,287 |
| Morrison Public Works Authority | 106,142 |
| Street & Alley Fund | 8,250 |
| Meter Deposit Fund | 44,848 |
| First Responders Fund | 11,021 |
| Fire Association Fund | 51,879 |

The budget presented herein contains the following highlights:

FIRST RESPONDERS FUND:

The First Responders Fund was established in March, 1996, to provide emergency fire and medical services. Funds are provided through a \$ 3 per month fee charged to each living unit serviced by a water meter, and donations from the community. The monthly fee is split ½ to the fire department and ½ to the first responders.

MORRISON PUBLIC WORKS AUTHORITY:

The MPWA built a facility to rent to a medical organization during the previous year. Rental income (\$ 1,300 per month) has been budgeted in an amount necessary to pay the debt service (\$ 1,234.63 per month.)

GRANTS

The Town has been approved for a CDBG grant of \$ 150,000, and a REAP grant of \$ 85,871, to pave streets in the western most housing addition, and to repair town streets.

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

Linda Lovely
Town Treasurer

TOWN OF MORRISON**ALL FUNDS****BUDGET SUMMARY**

| <u>Fund</u> | <u>Estimated 2016-2017 Budget</u> | <u>Personal Services</u> | <u>Maintenance & Operat.</u> | <u>Capital Outlay</u> | <u>Debt Service</u> | <u>Funds Transfers</u> | <u>Budget 2017-2018 Total</u> |
|-------------------------------|---|------------------------------|--------------------------------------|---------------------------|-------------------------|----------------------------|---------------------------------------|
| General Fund | 410,163 | 44,635 | 104,529 | 250,871 | - | 86,000 | 486,035 |
| M.P.W.A. | 887,457 | 109,600 | 334,000 | 50,000 | 76,868 | - | 570,468 |
| M.E.F.A. | 969,200 | - | - | - | - | - | - |
| Street & Alley | 11,500 | - | 11,600 | - | - | - | 11,600 |
| Meter Fund | 11,100 | - | 10,000 | - | - | 1,100 | 11,100 |
| Fire Dept. & First Responders | 32,000 | - | 32,000 | - | - | - | 32,000 |
| Fire Association | 30,000 | - | - | 30,000 | - | - | 30,000 |
| | | <u>154,235</u> | <u>492,129</u> | <u>330,871</u> | <u>76,868</u> | <u>87,100</u> | <u>1,141,203</u> |

FISCAL YEAR 2017-2018 - BUDGET

GENERAL FUND: \$ 486,035

| <u>DEPT.</u> | <u>PERSONNEL SERVICES</u> | <u>MAINT.& OPERAT.</u> | <u>CAPITAL OUTLAY</u> | <u>FUNDS TRANSFER</u> | <u>TOTAL</u> |
|-----------------------|-------------------------------|--------------------------------|---------------------------|---------------------------|----------------|
| Managerial | 5,500 | - | - | - | 5,500 |
| City Clerk | 8,400 | - | - | - | 8,400 |
| City Treasurer | 4,500 | - | - | - | 4,500 |
| Street & Alley | - | - | - | 3,000 | 3,000 |
| Park Department | - | 39,900 | - | - | 39,900 |
| Pool | 6,500 | 24,000 | - | - | 30,500 |
| Utility - Sales Tax | - | - | - | 83,000 | 83,000 |
| General Government | 15,500 | 40,629 | 15,000 | - | 71,129 |
| - CDBG Grant | | | 150,000 | | 150,000 |
| - REAP Grant | | | 85,871 | | 85,871 |
| Social Security | 2,500 | - | - | - | 2,500 |
| State Unemployment | 1,195 | - | - | - | 1,195 |
| Workmans Compensation | <u>540</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>540</u> |
| Totals | <u>44,635</u> | <u>104,529</u> | <u>250,871</u> | <u>86,000</u> | <u>486,035</u> |

FISCAL YEAR 2017-2018 - BUDGET

PUBLIC WORKS AUTHORITY: \$ 570,468

| <u>Proposed Budget:</u> | <u>Total</u> |
|-------------------------------|-----------------------|
| Administration | 103,000 |
| Retirement | 6,600 |
| Line Repairs | 48,000 |
| Utilities | 5,000 |
| Taxes, Insurance, Bonds | 26,600 |
| Sanitation | 54,000 |
| Repairs | 9,000 |
| Purchased Water | 160,000 |
| Debt Service - RECD | 47,052 |
| -Clinic | 14,816 |
| -Water Line Project | 15,000 |
| Miscellaneous, Supplies, Etc. | 26,400 |
| Chemicals | 5,000 |
| Capital Outlay | 50,000 |
| Transfers to Town | <u>-</u> |
| Total | <u><u>570,468</u></u> |

FISCAL YEAR 2017-2018 - BUDGET

STREET & ALLEY FUND: \$ 11,600

| | |
|--------------------------------|----------------------|
| <u>Proposed Budget:</u> | <u>Total</u> |
| Personal Services | - |
| Maintenance & Operations | 6,400 |
| Capital Outlay | <u>5,200</u> |
| Total | <u><u>11,600</u></u> |

METER DEPOSIT FUND: \$ 11,100

| | |
|--------------------------------|----------------------|
| <u>Proposed Budget:</u> | <u>Total</u> |
| Refunds | 10,000 |
| Funds Transfer | <u>1,100</u> |
| Total | <u><u>11,100</u></u> |

FIRE DEPT. & FIRST RESPONDERS: \$ 32,000

| | |
|--|----------------------|
| <u>Proposed Budget:</u> | <u>Total</u> |
| Maint. & Operations - Fire Dept. | 26,000 |
| Maint. & Operations - First Responders | <u>6,000</u> |
| Total | <u><u>32,000</u></u> |

FISCAL YEAR 2017-2018 - BUDGET

FIRE ASSOCIATION FUND: \$ 30,000

Proposed Budget: **Total**

Maintenance & Operations -

Capital Outlay 30,000

| | |
|-------|--------|
| Total | 30,000 |
|-------|--------|

TOWN OF MORRISON SUMMARY OF REVENUE

| | <u>ACTUAL</u> <u>2015-2016</u> | <u>ESTIMATED</u> <u>REVENUE</u> <u>2016-2017</u> | <u>BUDGET</u> <u>2017-2018</u> |
|--|---|---|---|
| <u>GENERAL FUND:</u> | | | |
| Beginning Bank Balance | 96,599 | 89,715 | 89,287 |
| City Sales Tax | 132,198 | 115,236 | 115,230 |
| Cigarette Tax | 1,608 | 1,410 | 1,410 |
| City Use Tax | 12,522 | 13,219 | 13,200 |
| Alcohol Beverage | 9,034 | 9,719 | 9,700 |
| Franchise | 18,658 | 19,000 | 19,000 |
| Parks & Recreation | 4,438 | 1,644 | 1,600 |
| Interest | 267 | 89 | 90 |
| Miscellaneous | 569 | 3,650 | 3,650 |
| Grant Proceeds | 155,178 | 102,811 | 235,871 |
| Building Permits | 400 | 330 | 300 |
| Transfers | - | - | - |
| Total | <u>431,471</u> | <u>356,823</u> | <u>489,338</u> |
| <u>PUBLIC WORKS AUTHORITY:</u> | | | |
| Beginning Bank Balance | 160,262 | 102,323 | 106,142 |
| Water Revenue | 277,234 | 285,618 | 285,600 |
| Sewer Revenue | 36,532 | 41,288 | 41,200 |
| Trash Revenue | 74,487 | 71,051 | 71,000 |
| Interest | 221 | 232 | 200 |
| Miscellaneous | 35,967 | 16,619 | 16,600 |
| Rent | - | 15,600 | 15,600 |
| Grants | - | - | - |
| Loan Proceeds | - | - | - |
| Transfers from Town | <u>67,745</u> | <u>56,010</u> | <u>57,615</u> |
| Total | <u>652,448</u> | <u>588,741</u> | <u>593,957</u> |
| <u>MORRISON EDUCATION FACILITIES AUTHORITY:</u> | | | |
| Beginning Bank Balance | 371,881 | 357,800 | - |
| Rent | 22,000 | 568,750 | - |
| Interest | <u>11,539</u> | <u>10,000</u> | <u>-</u> |
| Total | <u>405,420</u> | <u>936,550</u> | <u>-</u> |
| <u>STREET & ALLEY FUND:</u> | | | |
| Beginning Bank Balance | 1,192 | 5,349 | 8,250 |
| Gasoline Excise Tax | 1,376 | 1,191 | 1,100 |
| Vehicle Tax | 5,605 | 5,110 | 5,100 |
| Grant Proceeds | - | - | - |
| Miscellaneous | - | 480 | 400 |
| Transfers In | <u>3,000</u> | <u>-</u> | <u>-</u> |
| Total | <u>11,173</u> | <u>12,130</u> | <u>14,850</u> |
| <u>METER DEPOSIT FUND:</u> | | | |
| Beginning Bank Balance | 42,625 | 44,548 | 44,848 |
| Meter Deposits | <u>5,950</u> | <u>9,000</u> | <u>7,000</u> |
| Total | <u>48,575</u> | <u>53,548</u> | <u>51,848</u> |

| | ACTUAL <u>2015-2016</u> | ESTIMATED REVENUE <u>2016-2017</u> | BUDGET <u>2017-2018</u> |
|---|----------------------------|--|----------------------------|
| (continued) | | | |
| <u>FIRE DEPARTMENT & FIRST RESPONDERS:</u> | | | |
| Beginning Bank Balance | 10,676 | 10,983 | 11,021 |
| Fire & First Responder Fees | 16,861 | 21,294 | 21,000 |
| Donations | - | 204 | 200 |
| Fire Runs | 2,373 | 758 | 750 |
| Rent | 375 | 150 | 150 |
| Grants | - | - | - |
| Miscellaneous | 9,640 | 5,102 | 5,100 |
| Interest | <u>10</u> | <u>12</u> | <u>12</u> |
| Total | 39,935 | 38,503 | 38,233 |
| <u>FIRE ASSOCIATION FUND:</u> | | | |
| Beginning Bank Balance | 43,877 | 47,576 | 51,879 |
| Dues | 3,510 | 5,154 | 5,150 |
| Interest | <u>189</u> | <u>162</u> | <u>160</u> |
| Total | <u>47,576</u> | <u>52,892</u> | <u>37,189</u> |
| Grand Totals | <u>1,636,598</u> | <u>2,039,187</u> | <u>1,225,415</u> |