



O K L A H O M A

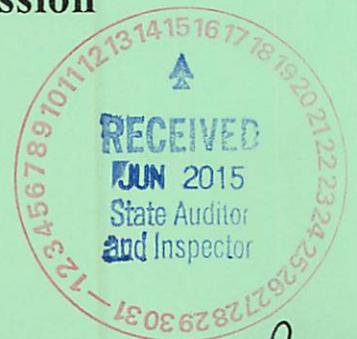
2015-2016

BUDGET

Public Hearing

May 12, 2015

First Presentation to the City Commission
April 14, 2015



Payne



Friday, May 8, 2015

The Honorable Mayor and City Commission:

Presented here for your consideration and approval is the recommended Perkins Municipal Budget for Fiscal Year 2016. A considerable amount of time and effort has been put into crafting a conservative budget plan for the City of Perkins by staff. You will notice all funds within the Perkins Municipal Budget are being presented for your approval in a balanced state.

The expense side of the new budget represents an approximate 5.5% decrease over the Fiscal Year 2015 budget. Unfortunately, this proposed budget does not include any pay raises, but does retain the longevity pay for employees. Operating expenses such as fuel, utilities, telephone, postage, computer maintenance, and the cost of other goods and services continue to increase.

There is also a decrease in projections on the revenue side of the budget. Sales tax is expected to decrease 5.9% compared to the collections received for Fiscal Year 2015. This decrease is based upon the trends and also accounting for the steep decline in oil based activity as well as an oil company mistakenly paying sales tax to the City of Perkins for a project that was several miles outside the city, which resulted in Perkins being required to pay back approximately \$12,000 in sales tax funds over the next two years.

Red Bud Assisted Living will continue contributing to the General Fund Budget by repaying money loaned to them by the City over the past years. Due to revenue concerns at Red Bud during the current fiscal year, Red Bud was only able to repay \$21,000 of the \$42,000 that is owed. In addition to the debt, Red Bud is also contributing to the added staff position in City Hall as that position assists Peggy with the accounts payable and payroll for Red Bud.

Staff is projecting and proposing \$4,451,487 in total expenditures for fiscal year 2016. These expenditures as allocated as follows:

- \$2,298,591 for operating expenditures (52% of the total budget)
- \$596,527 for capital expenditures (13% of the total budget)
- \$359,648 for debt service (8% of the total budget)

The proposed budget decreases staffing levels by cutting four (4) full-time positions and replacing them with part-time positions. The full-time positions that have been replaced with part-time employees are Emergency Management, Parks & Recreation, the Police Department Clerk, and one Public Works position. We did

experience an 11% increase in health benefits for employees again this year but were able to keep the level of insurance substantially the same.

Management and staff will continue to monitor the budgets on a daily basis to ensure expenses are relative to revenue and to ensure Perkins remains a strong City which provides quality services to our residents.

The proposed fiscal year 2016 budget is prepared in accordance with the Oklahoma Municipal Budget Act, Title 11 O.S. 17-201 of the Oklahoma Statutes.

Thank you for your support and consideration.

Sincerely,



Bob Ernst, City Manager

CITY OF PERKINS
PRELIMINARY SUMMARY OF REVENUE/EXPENSES
Fiscal Year 2015 Projected and Fiscal Year 2016 Proposed
May 8, 2015

	2013-2014 Actual	2014-2015 Amended Budget	Fiscal Year 2015 Estimated Final	Fiscal Year 2016 Proposed Budget
GENERAL FUND REVENUE				
Prior Year Carry Forward	-	41,840	-	20,000
General Government	1,200,415	1,128,512	1,094,218	1,106,751
Animal Control	6,447	4,690	8,929	10,525 *
Emergency Management	12,500	10,000	16,038	23,538 *
Fire Department	97,749	146,042	141,896	59,050
Library	37,179	34,062	28,487	10,565
Municipal Court	127,638	102,000	106,482	110,314 *
Parks & Recreation	34,742	28,500	29,586	29,200
Permit Inspection	10,872	9,150	10,742	15,030
Police Department	16,709	9,679	14,898	5,205 *
Streets & Alleys	27,059	92,243	93,587	26,000
GENERAL TOTAL REVENUE	1,571,311	1,606,718	1,544,863	1,416,178

*Includes funds reserved for special projects, which may or may not be spent, but are reflected as revenue. (Animal Control building fund, Emergency Management State Aid, Municipal Court Juvenile fees, and Police Asset Forfeiture and Explorer funds.) They are included in the expense line as well, so offset each other.

GENERAL FUND EXPENSES

General Government:				
Capital Outlay	643	1,000	929	800
Fund Transfer	-	-	-	-
Materials, Supplies, Other Services & Charges	46,655	52,716	55,896	50,719
Personal Services	60,546	72,628	68,675	65,650
Total General Government	107,844	126,344	125,500	117,169
Animal Control:				
Capital Outlay	486	500	295	500
Materials, Supplies, Other Services & Charges	12,810	18,722	17,026	21,582 *
Personal Services	42,105	33,447	33,396	33,920
Total Animal Control	55,401	52,669	50,717	56,002
Board Members:				
Other Services & Charges	771	500	476	700
Personal Services	3,900	3,905	3,695	3,902
Total Board Members	4,671	4,405	4,171	4,602
City Attorney:				
Other Services & Charges	6,963	7,000	6,395	7,300
Total City Attorney	6,963	7,000	6,395	7,300
City Clerk:				
Other Services & Charges	654	2,214	530	1,530
Personal Services	2,918	3,118	3,779	2,771
Total City Clerk	3,572	5,332	4,309	4,301
City Manager:				
Other Services & Charges	5,099	2,780	2,009	2,855
Personal Services	121,317	123,060	117,119	119,710
Total City Manager	126,416	125,840	119,128	122,565
Emergency Management:				
Capital Outlay	18,596	-	-	-
Materials, Supplies, Other Services & Charges	9,644	25,780	25,774	34,536 *
Personal Services	42,067	49,947	46,889	17,714
Total Emergency Management	70,307	75,727	72,663	52,250
Fire Department:				
Capital Outlay	18,928	9,603	5,018	-
Materials, Supplies, Other Services & Charges	60,913	155,922	129,710	80,264
Personal Services	73,770	89,389	88,943	94,996
Total Fire Department	153,611	254,914	223,671	175,260
Library:				
Capital Outlay	2,717	500	-	350
Materials, Supplies, Other Services & Charges	23,431	48,015	42,741	24,239
Personal Services	86,081	93,827	92,007	94,371
Total Library	112,229	142,342	134,748	118,960

CITY OF PERKINS
PRELIMINARY SUMMARY OF REVENUE/EXPENSES
Fiscal Year 2015 Projected and Fiscal Year 2016 Proposed
May 8, 2015

	2013-2014 Actual	2014-2015 Amended Budget	Fiscal Year 2015 Estimated Final	Fiscal Year 2016 Proposed Budget
Municipal Court:				
Capital Outlay	-	800	406	800
Materials, Supplies, Other Services & Charges	23,858	27,405	28,888	36,779
Personal Services	48,567	69,891	65,629	76,843
Total Municipal Court	72,425	98,096	94,923	114,422
Parks & Recreation:				
Capital Outlay	(4,824)	1,500	2,222	1,500
Materials, Supplies, Other Services & Charges	40,048	41,083	39,725	38,665
Personal Services	40,331	26,336	24,441	17,956
Total Parks & Recreation	75,555	68,919	66,388	58,121
Permit Inspection:				
Capital Outlay	-	-	-	-
Materials, Supplies, Other Services & Charges	2,853	993	850	971
Contract Services	-	5,200	5,200	7,000
Total Permit Inspection	2,853	6,193	6,050	7,971
Planning Commission:				
Other Services & Charges	185	150	150	750
Total Planning Commission	185	150	150	750
Police:				
Capital Outlay	3,364	2,800	2,676	2,500
Materials, Supplies, Other Services & Charges	82,087	115,732	102,997	114,387
Personal Services	385,933	361,055	349,081	363,068
Total Police	471,384	479,587	454,754	479,955
Streets & Alleys:				
Capital Outlay	-	1,000	200	600
Materials, Supplies, Other Services & Charges	51,292	124,057	122,206	60,680
Personal Services	28,608	34,143	34,478	35,270
Total Streets & Alleys:	79,900	159,200	156,884	96,550
General Fund Depreciation	251,334	-	-	-
General Fund Profit Handler	(23,339)	-	-	-
GENERAL FUND TOTAL EXPENSES	1,571,311	1,606,718	1,520,451	1,416,178
GENERAL FUND REVENUE/(LOSS)	(0)	-	24,412	-
				BUDGET BALANCED

CITY OF PERKINS
PRELIMINARY SUMMARY OF REVENUE/EXPENSES
Fiscal Year 2015 Projected and Fiscal Year 2016 Proposed
May 8, 2015

	2013-2014 Actual	2014-2015 Amended Budget	Fiscal Year 2015 Estimated Final	Fiscal Year 2016 Proposed Budget
PUBLIC WORKS REVENUE				
Prior Year Carry Forward	-	58,277	37,483	20,794
General Government	51,148	70,160	59,987	52,560
Sanitation Collections	293,708	304,720	299,809	316,781
Sewer Department	572,457	567,394	571,052	595,733
Water Department	456,660	432,083	460,982	478,678
Operations	12,302	-	2,539	-
PUBLIC WORKS TOTAL REVENUE	1,386,276	1,432,634	1,431,852	1,464,546
PUBLIC WORKS EXPENSES				
Administration:				
Capital Outlay	643	1,000	929	1,200
Debt Service	384,169	360,148	360,148	359,648
Fund Transfer	355,100	329,051	305,560	345,200
Materials, Supplies, Other Services & Charges	48,481	90,236	96,154	87,870
Personal Services	90,561	97,947	101,738	100,490
Total Administration	878,954	878,382	864,529	894,408
Sanitation:				
Other Services & Charges	204,337	213,000	210,552	219,240
Total Sanitation	204,337	213,000	210,552	219,240
Sewer:				
Capital Outlay	2,439	3,000	250	200
Materials, Supplies, Other Services & Charges	80,834	98,387	108,199	114,530
Personal Services	29,912	34,143	34,318	35,270
Total Sewer	113,185	135,530	142,767	150,000
Water:				
Capital Outlay	1,859	1,500	150	200
Materials, Supplies, Other Services & Charges	44,727	47,532	43,860	50,833
Personal Services	34,913	37,624	38,401	38,490
Total Water	81,499	86,656	82,411	89,523
Operations:				
Capital Outlay	2,744	1,500	257	402
Materials, Supplies, Other Services & Charges	22,157	24,057	25,365	30,626
Personal Services	74,050	93,509	84,850	80,347
Total Operations	98,951	119,066	110,472	111,375
PPWA Depreciation	61,953	-	-	-
PPWA Profit Handler	(52,603)	-	-	-
PUBLIC WORKS TOTAL EXPENSES	1,386,276	1,432,634	1,410,731	1,464,546
PUBLIC WORKS PROFIT/(LOSS)	(0)	-	21,121	-
				BALANCED BUDGET

CITY OF PERKINS
PRELIMINARY SUMMARY OF REVENUE/EXPENSES
Fiscal Year 2015 Projected and Fiscal Year 2016 Proposed
May 8, 2015

	2013-2014 Actual	2014-2015 Amended Budget	Fiscal Year 2015 Estimated Final	Fiscal Year 2016 Proposed Budget
OKLAHOMA TERRITORIAL PLAZA				
Prior Year Carry Forward	-	17,126	-	18,056
General Government	13,254	12,001	16,130	14,001
Donations	103,975	-	15,060	15,000
Transfers In	-	22,491	19,000	11,789
OTP TOTAL REVENUE	117,229	51,618	50,190	58,846
Capital Outlay	1,944	1,150	1,592	1,000
Materials, Supplies, Other Services & Charges	25,957	27,470	31,216	41,893
Personal Services	13,833	22,998	16,452	15,953
Total Operations	41,734	51,618	49,260	58,846
OTP Depreciation	19,600	-	-	-
OTP TOTAL EXPENSES	61,334	51,618	49,260	58,846
OTP PROFIT/(LOSS)	55,895	-	930	-
Note: OTP Profit above includes donations of vehicles and buildings.				BALANCED BUDGET
LIBRARY TRUST				
Prior Year Carry Forward	-	-	-	17,249
General Government	-	-	-	20
Donations	-	-	-	10,000
Transfers In	-	-	-	-
LIBRARY TRUST TOTAL REVENUE	-	-	-	27,269
Capital Outlay	-	-	-	50
Materials, Supplies, Other Services & Charges	-	-	-	27,219
Personal Services	-	-	-	-
Total Operations	-	-	-	27,269
LIBRARY TRUST TOTAL EXPENSES	-	-	-	27,269
LIBRARY TRUST PROFIT/(LOSS)	-	-	-	-
				BALANCED BUDGET
TOTAL ALL REVENUE	4,464,705	4,700,000	4,536,335	4,451,487
TOTAL ALL EXPENSES	4,158,483	4,700,000	4,465,904	4,451,487

RESOLUTION # 10-2015

CITY OF PERKINS, OKLAHOMA

A RESOLUTION APPROVING THE CITY OF PERKINS, OKLAHOMA BUDGET FOR THE FISCAL YEAR 2015-2016 AND ESTABLISHING BUDGET AMENDMENT AUTHORITY

WHEREAS, the City of Perkins 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 30, 2016 (FY 2015-2016) consistent with the Act; and

WHEREAS, the Act in section 17-215 provides for the chief executive officer of the City, 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 budget has been formally presented to the Perkins City Commission at least 30 days prior to the start of the fiscal year in compliance with Section 17-205; and

WHEREAS, the Perkins City Commission 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 CITY COMMISSION OF THE CITY OF PERKINS, OKLAHOMA:

SECTION 1. The City Commission of the City of Perkins does hereby adopt the FY 2015-2016 Budget on the 12th day of May, 2015, with total resources available in the amount of \$4,451,487 and total fund/departmental appropriations in the amount of \$4,451,487. Legal appropriations (spending/encumbering limits) are hereby established as follows:

Fund	Department	Appropriation Amount
General Funds Total		1,416,178
General Gov't		117,169
Animal Control		56,002
Board Members		4,602
City Attorney		7,300
City Clerk		4,301
City Manager		122,565
Emergency Mgmt		52,250
Fire Department		175,260
Library		118,960
Municipal Court		114,422
Park Department		58,121
Permit Inspection		7,971
Planning Commission		750
Police Department		479,955
Street & Alleys		96,550
Perkins Ind. Dev. Auth. Funds Total		898,223
Library Trust Funds Total		27,269

Fund	Department	Appropriation Amount
Perkins Public Works Funds Total		1,464,546.00
General Gov't		894,408.00
Sanitation		219,240.00
Sewer		150,000.00
Water		89,523.00
Public Works		111,375.00
Capital Improv. Funds Total		586,425.00
Fire Department		145,789.00
Library		4,000.00
Sewer		85,813.00
Water		235,813.00
Streets & Alleys		69,000.00
Public Works		6,884.00
Emergency Mgmt		13,476.00
Police Dept		10,650.00
Reserved Funds		15,000.00
Okla. Territorial Plaza Funds Total		58,846
		4,451,487

SECTION 2. The City Commission does hereby authorize the City Manager to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2015-2016, 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 City Commission.

SECTION 3. All supplemental appropriations or decrease in the total appropriation of a fund shall be adopted at a meeting of the City Commission and filed with the State Auditor and Inspector.

PASSED, APPROVED AND ADOPTED THIS 12th day of May, 2015.

(S E A L)

ROBERT JOHNSON, MAYOR
CITY OF PERKINS, OKLAHOMA

ATTEST:

RASHEL CARNEFIX, CITY CLERK
CITY OF PERKINS, OKLAHOMA

RESOLUTION # 10-2015

CITY OF PERKINS, OKLAHOMA

A RESOLUTION APPROVING THE CITY OF PERKINS, OKLAHOMA BUDGET FOR THE FISCAL YEAR 2015-2016 AND ESTABLISHING BUDGET AMENDMENT AUTHORITY

WHEREAS, the City of Perkins 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 30, 2016 (FY 2015-2016) consistent with the Act; and

WHEREAS, the Act in section 17-215 provides for the chief executive officer of the City, 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 budget has been formally presented to the Perkins City Commission at least 30 days prior to the start of the fiscal year in compliance with Section 17-205; and

WHEREAS, the Perkins City Commission 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 CITY COMMISSION OF THE CITY OF PERKINS, OKLAHOMA:

SECTION 1. The City Commission of the City of Perkins does hereby adopt the FY 2015-2016 Budget on the 12th day of May, 2015, with total resources available in the amount of \$4,451,487 and total fund/departmental appropriations in the amount of \$4,451,487. Legal appropriations (spending/encumbering limits) are hereby established as follows:

Fund	Department	Appropriation Amount
General Funds Total		1,416,178
	General Gov't	117,169
	Animal Control	56,002
	Board Members	4,602
	City Attorney	7,300
	City Clerk	4,301
	City Manager	122,565
	Emergency Mgmt	52,250
	Fire Department	175,260
	Library	118,960
	Municipal Court	114,422
	Park Department	58,121
	Permit Inspection	7,971
	Planning Commission	750
	Police Department	479,955
	Street & Alleys	96,550

Perkins Ind. Dev. Auth. Funds Total	898,223
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Library Trust Funds Total	27,269
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Fund	Department	Appropriation Amount
Perkins Public Works Funds Total		1,464,546.00
	General Gov't	894,408.00
	Sanitation	219,240.00
	Sewer	150,000.00
	Water	89,523.00
	Public Works	111,375.00

Capital Improv. Funds Total		586,425.00
	Fire Department	145,789.00
	Library	4,000.00
	Sewer	85,813.00
	Water	235,813.00
	Streets & Alleys	69,000.00
	Public Works	6,884.00
	Emergency Mgmt	13,476.00
	Police Dept	10,650.00
	Reserved Funds	15,000.00

Okla. Territorial Plaza Funds Total	58,846
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4,451,487

SECTION 2. The City Commission does hereby authorize the City Manager to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2015-2016, 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 City Commission.

SECTION 3. All supplemental appropriations or decrease in the total appropriation of a fund shall be adopted at a meeting of the City Commission and filed with the State Auditor and Inspector.

PASSED, APPROVED AND ADOPTED THIS 12th day of May, 2015.





ROBERT JOHNSON, MAYOR
CITY OF PERKINS, OKLAHOMA

ATTEST:



RASHEL CARNEFIX, CITY CLERK
CITY OF PERKINS, OKLAHOMA

CITY OF PERKINS
PRELIMINARY SUMMARY OF REVENUE/EXPENSES
Fiscal Year 2015 Projected and Fiscal Year 2016 Proposed
May 8, 2015

	2013-2014 Actual	2014-2015 Amended Budget	Fiscal Year 2015 Estimated Final	Fiscal Year 2016 Proposed Budget
CAPITAL IMPROVEMENT				
Prior Year Carry Forward	-	234,050	130,000	164,050
Interest/Misc Income	5,405	5,200	5,285	4,998
Capital Improvement Sales Tax	289,672	294,500	295,110	278,251
Capital Improvement Public Safety Sales Tax	131,912	147,250	147,555	139,126
CAPITAL IMPROVEMENT TOTAL REVENUE	426,990	681,000	577,950	586,425
General Government:				
Fund Transfers	135,845	-	-	-
Public Safety:				
Reserved Funds	-	-	-	15,000
Emergency Management:				
Capital Improvement - Public Safety	-	81,920	81,920	13,476
Fire Department:				
Capital Improvement	5,645	90,750	41,542	45,789
Capital Improvement - Public Safety	882	23,250	20,085	100,000
Library:				
Capital Improvement	269	63,000	64,693	4,000
Police Department:				
Capital Improvement - Public Safety	5,282	72,080	72,076	10,650
Streets & Alleys:				
Capital Improvement	2,780	80,000	67,813	69,000
Sewer:				
Capital Improvement	21,028	130,000	108,898	85,813
Water:				
Capital Improvement	35,332	110,000	96,210	235,813
Public Works - Operations				
Capital Improvement	9,699	30,000	18,745	6,884
CAPITAL IMPROVEMENT TOTAL EXPENSES	216,762	681,000	571,982	586,425
CAPITAL IMPROVEMENT REVENUE/(LOSS)	210,228	-	5,968	-
				BALANCED BUDGET
PERKINS INDUSTRIAL DEVELOPMENT AUTHORITY				
Prior Year Carry Forward	-	5,550	-	7,103
Misc Income	40,100	9,000	9,000	3,990
PIDA REVENUE	40,100	14,550	9,000	11,093
Red Bud Revenue	922,800	913,480	913,480	887,130
PIDA & Red Bud TOTAL REVENUE	962,900	928,030	931,480	898,223
PIDA & Red Bud TOTAL EXPENSES	922,800	928,030	913,480	898,223
PIDA & Red Bud TOTAL PROFIT/(LOSS)	40,100	-	-	-
				BALANCED BUDGET