

TOWN OF PORTER
BUDGET
2021-2022

ADOPTED 6/24/21

TOWN OF PORTER, OKLAHOMA
SUMMARY OF REVENUES BY SOURCE
GENERAL FUND

| | <u>Prior Year FY 2019-2020</u> | <u>Current Year Budget FY 2020-2021</u> | <u>Current Year Est. FY 2020-2021</u> | <u>Budget Year FY 2021-2022</u> |
|--|--|---|---|---|
| Taxes | | | | |
| Sales tax | \$ 131,490 | \$ 135,000 | \$ 100,411 | \$ 144,000 |
| Use Tax | 33,246 | 30,000 | 50,176 | 48,000 |
| Franchise Tax | <u>13,815</u> | <u>13,750</u> | <u>13,485</u> | <u>13,750</u> |
| Sub-Total | <u>178,551</u> | <u>178,750</u> | <u>164,071</u> | <u>205,750</u> |
| | | | | |
| Licenses & Permits | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| | | | | |
| Intergovt Revenues | | | | |
| Alcoholic Bev Tax | 8,664 | 6,500 | 9,229 | 9,000 |
| Grants | <u>20,000</u> | <u>20,500</u> | <u>599</u> | <u>20,500</u> |
| Sub-total | <u>28,664</u> | <u>27,000</u> | <u>9,827</u> | <u>29,500</u> |
| | | | | |
| Charges for services | | | | |
| Fire Run Agreements | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| | | | | |
| Fines & Forfeits | | | | |
| Police | 3,942 | 1,500 | 1,817 | 1,500 |
| Court Costs | | | | |
| Sub-total | <u>3,942</u> | <u>1,500</u> | <u>1,817</u> | <u>1,500</u> |
| | | | | |
| Misc Revenues | | | | |
| Interest | 1,835 | 2,000 | 1,044 | 2,000 |
| Lot sales | 2,900 | 2,000 | 4,356 | 2,000 |
| Opening & Closing | 5,040 | 1,750 | 4,980 | 1,750 |
| Miscellaneous | <u>3,996</u> | <u>3,500</u> | <u>10,780</u> | <u>9,000</u> |
| Sub-total | <u>13,771</u> | <u>9,250</u> | <u>21,161</u> | <u>14,750</u> |
| | | | | |
| Reimbursement-S&A | <u>-</u> | <u>10,000</u> | <u>-</u> | <u>-</u> |
| | | | | |
| Transfer Rainy Day | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> |
| | | | | |
| Total Est Revenues | <u>224,928</u> | <u>226,500</u> | <u>196,876</u> | <u>251,500</u> |
| | | | | |
| Available Fund Balance | <u>27</u> | <u>15,425</u> | <u>15,425</u> | <u>52,085</u> |
| | | | | |
| Total Est Revenues and Fund Balance | <u>\$ 224,955</u> | <u>\$ 241,925</u> | <u>\$ 212,301</u> | <u>\$ 303,585</u> |

TOWN OF PORTER, OKLAHOMA
DEPARTMENTAL BUDGET DETAIL-GENERAL
GOVERNMENT FUND - GENERAL

| | <u>Prior Year FY 2019-2020</u> | <u>Current Year Budget FY 2020-2021</u> | <u>Current Year Est. FY 2020-2021</u> | <u>Budget Year FY 2021-2022</u> |
|---|--|---|---|---|
| Salaries & Wages | \$ 57,646 | \$ 54,000 | \$ 41,003 | \$ 54,000 |
| Professional Serv | 20,340 | 19,000 | 13,634 | 19,000 |
| Telephone | 2,313 | 2,400 | 2,409 | 3,000 |
| Supplies | 4,450 | 4,000 | 1,686 | 4,000 |
| Utilities | 12,626 | 13,000 | 13,056 | 13,000 |
| Equipment Maint. | 990 | 2,000 | 222 | 2,000 |
| Fuel & By-Products | 3,120 | 3,550 | 3,647 | 5,000 |
| Insurance | 15,510 | 16,000 | 8,077 | 16,000 |
| Building Maint. | 500 | 5,000 | 8,782 | 10,000 |
| Miscellaneous | 6,425 | 13,000 | 6,371 | 13,000 |
| Animal Control | 250 | 500 | 0 | 500 |
| Equipment | 0 | 2,500 | 111 | 2,500 |
| Police | 64,260 | 68,850 | 56,743 | 68,850 |
| Fire | 500 | 1,200 | 2,016 | 2,000 |
| Weekend Opening/ Closing | 600 | 1,000 | 240 | 1,000 |
| Transfer Rainy Day | 0 | 0 | 0 | 0 |
| Reap Expenditures | 20,000 | 20,000 | 0 | 20,000 |
| Cares Act Expenditures | 0 | 500 | 599 | 500 |
| Town Hall Project | 0 | 0 | 0 | 0 |
| Total | <u>\$ 209,530</u> | <u>\$ 226,500</u> | <u>\$ 158,596</u> | <u>\$ 234,350</u> |
| Total Est Available Fund Balance | <u>\$ 15,425</u> | <u>\$ 15,425</u> | <u>\$ 53,705</u> | <u>\$ 69,235</u> |

TOWN OF PORTER, OKLAHOMA
DEPARTMENTAL BUDGET DETAIL

POLICE FUND- GENERAL

| | <u>Prior Year FY 2019-2020</u> | <u>Current Year Budget FY 2020-2021</u> | <u>Current Year Est. FY 2020-2021</u> | <u>Budget Year FY 2021-2022</u> |
|-----------------------|--|---|---|---|
| Salaries & Wages | \$ 61,660 | \$ 65,000 | \$ 56,250 | \$ 66,400 |
| Professional Services | 1,250 | 2,600 | 0 | 1,200 |
| Supplies | 250 | 250 | 0 | 250 |
| Fees | 1,100 | 1,000 | 458 | 1,000 |
| Total | <u>\$ 64,260</u> | <u>\$ 68,850</u> | <u>\$ 56,708</u> | <u>\$ 68,850</u> |

FIRE FUND- GENERAL

| | <u>Prior Year FY 2019-2020</u> | <u>Current Year Budget FY 2020-2021</u> | <u>Current Year Est. FY 2020-2021</u> | <u>Budget Year FY 2021-2022</u> |
|------------------|--|---|---|---|
| Telephone | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| Supplies | 0 | 0 | 0 | 0 |
| Utilities | 0 | 0 | 0 | 0 |
| Maintenance | 30 | 200 | 0 | 0 |
| Fuel/by products | 0 | 0 | 0 | 0 |
| Dues and Subs | 470 | 1,000 | 2,016 | 2,000 |
| Insurance | 0 | 0 | 0 | 0 |
| Lease & Rental | 0 | 0 | 0 | 0 |
| Misc | 0 | 0 | 0 | 0 |
| Total | <u>\$ 500</u> | <u>\$ 1,200</u> | <u>\$ 2,016</u> | <u>\$ 2,000</u> |

TOWN OF PORTER, OKLAHOMA
REVENUE AND EXPENSE
Street & Alley Fund

| | <u>Prior Year</u> FY 2019-2020 | <u>Current Year Budget</u> FY 2020-2021 | <u>Current Year Est.</u> FY 2020-2021 | <u>Budget Year</u> FY 2021-2022 |
|-------------------------------|---------------------------------------|--|--|--|
| Revenues | | | | |
| Sales tax | \$ 18,784 | \$ 20,000 | \$ 14,344 | \$ 20,000 |
| Gasoline Tax | 33,246 | 1,100 | 826 | 1,100 |
| Vehicle Tax | 4,300 | 4,000 | 4,664 | 4,000 |
| Insurance Proceeds | 59,250 | 0 | 0 | 0 |
| Grants | 0 | 40,000 | 48,000 | 40,000 |
| Miscellaneous | 0 | 0 | 0 | 0 |
| Total Revenue | <u>115,580</u> | <u>65,100</u> | <u>67,835</u> | <u>65,100</u> |
| Expenses | | | | |
| Street Lights | 7,704 | 8,000 | 6,182 | 8,000 |
| Streets | 520 | 41,400 | 3,026 | 41,400 |
| Signs | 1,750 | 5,000 | 3,352 | 5,000 |
| Equipment | 35,004 | 11,000 | 0 | 11,000 |
| Backhoe | 0 | 0 | 0 | 0 |
| Transfer to General | 0 | 10,000 | 0 | 0 |
| Tree Trimming | 0 | 0 | 0 | 0 |
| Grant Expense | 0 | 40,000 | 48,022 | 40,000 |
| Supplies/Maint | 1,000 | 1,000 | 22 | 1,000 |
| Total Expense | <u>45,978</u> | <u>116,400</u> | <u>60,604</u> | <u>106,400</u> |
| Net Change | <u>69,602</u> | <u>(51,300)</u> | <u>7,231</u> | <u>(41,300)</u> |
| Prior Fund Balance | <u>74,447</u> | <u>144,049</u> | <u>144,049</u> | <u>151,280</u> |
| New Fund Balance | <u>\$ 144,049</u> | <u>\$ 92,749</u> | <u>\$ 151,280</u> | <u>\$ 109,980</u> |

TOWN OF PORTER, OKLAHOMA
REVENUE AND EXPENSE

CEMETERY DONATION FUND

| | <u>Prior Year</u> FY 2019-2020 | <u>Current Year Budget</u> FY 2020-2021 | <u>Current Year Est.</u> FY 2020-2021 | <u>Budget Year</u> FY 2021-2022 |
|--------------------|---------------------------------------|--|--|--|
| Revenues | | | | |
| Donations | \$ 50 | \$ 2,500 | \$ 0 | \$ 3,500 |
| Miscellaneous | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| Total Revenue | <u>50</u> | <u>2,500</u> | <u>0</u> | <u>3,500</u> |
| Expenses | | | | |
| Materials/Supplies | 0 | 400 | 0 | 400 |
| Miscellaneous | 0 | 200 | 14,376 | 200 |
| Flags | 0 | 300 | 0 | 300 |
| Labor | <u>0</u> | <u>3,000</u> | <u>4,800</u> | <u>0</u> |
| Total Expense | <u>0</u> | <u>3,900</u> | <u>19,176</u> | <u>900</u> |
| Net Change | <u>50</u> | <u>(1,400)</u> | <u>(19,176)</u> | <u>2,600</u> |
| Prior Fund Balance | <u>22,182</u> | <u>22,232</u> | <u>22,232</u> | <u>3,056</u> |
| New Fund Balance | <u>\$ 22,232</u> | <u>\$ 20,832</u> | <u>\$ 3,056</u> | <u>\$ 5,656</u> |

CEMETERY LAND FUND

| | <u>Prior Year</u> FY 2019-2020 | <u>Current Year Budget</u> FY 2020-2021 | <u>Current Year Est.</u> FY 2020-2021 | <u>Budget Year</u> FY 2021-2022 |
|--------------------|---------------------------------------|--|--|--|
| Revenues | | | | |
| Lot Sales | \$ 810 | \$ 700 | \$ 1,452 | \$ 1,300 |
| Opening/Closing | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |
| Total Revenue | <u>810</u> | <u>700</u> | <u>1,452</u> | <u>1,300</u> |
| Expenses | | | | |
| Note Payment | 5,664 | 3,000 | 3,397 | 0 |
| Miscellaneous | 500 | 500 | 0 | 100 |
| Capital Outlay | 0 | 0 | 0 | 0 |
| Supplies | <u>0</u> | <u>0</u> | <u>1,094</u> | <u>1,000</u> |
| Total Expense | <u>6,164</u> | <u>3,500</u> | <u>4,491</u> | <u>1,100</u> |
| Net Change | <u>(5,354)</u> | <u>(2,800)</u> | <u>(3,039)</u> | <u>200</u> |
| Prior Fund Balance | <u>13,199</u> | <u>7,845</u> | <u>7,845</u> | <u>4,806</u> |
| New Fund Balance | <u>\$ 7,845</u> | <u>\$ 5,045</u> | <u>\$ 4,806</u> | <u>\$ 5,006</u> |

PORTER PUBLIC WORKS AUTHORITY
BUDGET

| | <u>Prior Year FY 2019-2020</u> | <u>Current Year Budget FY 2020-2021</u> | <u>Current Year Est. FY 2020-2021</u> | <u>Budget Year FY 2021-2022</u> |
|-------------------------------|--|---|---|---|
| Revenues | | | | |
| Water, sewer, trash | \$ 547,471 | \$ 550,000 | \$ 583,041 | \$ 600,000 |
| Water and Sewer Taps | 16,200 | 10,000 | 17,100 | 13,500 |
| Transfer From Meter | 2,922 | 2,500 | 2,407 | 2,500 |
| Interest | 1,425 | 1,000 | 546 | 1,000 |
| Insurance Proceeds | 0 | 0 | 29,488 | 0 |
| Transfer From Cem Land | 4,718 | 0 | 3,397 | 0 |
| Transfer From Rainy Day | 0 | 0 | 53,489 | 0 |
| OWRB Loan Proceeds | 0 | 0 | 108,360 | 0 |
| Grants | 2,676 | 0 | 22,814 | 18,510 |
| Miscellaneous | 4,903 | 2,500 | 10,491 | 6,500 |
| Total Revenue | <u>580,315</u> | <u>566,000</u> | <u>831,133</u> | <u>642,010</u> |
| Expenses | | | | |
| Salaries & Payroll Tax | 187,918 | 228,000 | 182,908 | 260,000 |
| Workers Comp | 5,816 | 6,500 | 5,916 | 9,000 |
| Professional Services | 2,250 | 3,800 | 47,722 | 13,000 |
| Travel & Schools | 750 | 1,000 | 74 | 1,000 |
| Materials & Supplies | 25,308 | 23,500 | 44,845 | 33,500 |
| Gas & Oil | 5,327 | 8,000 | 2,641 | 8,000 |
| Utilities | 207,802 | 210,000 | 231,763 | 260,000 |
| Misc | 12,048 | 26,000 | 7,269 | 11,000 |
| Equipment Repair/Maint | 3,285 | 10,000 | 8,905 | 10,000 |
| OWRB Loan Expenditures | 0 | 0 | 108,360 | 0 |
| Insurance | 2,698 | 8,000 | 7,227 | 8,000 |
| Postage | 4,590 | 4,500 | 4,019 | 4,500 |
| Waterline/Tower Rep | 14,663 | 28,900 | 1,812 | 23,100 |
| Trackhoe | 6,236 | 6,300 | 3,260 | 6,300 |
| Equipment | 0 | 1,500 | 50,329 | 1,500 |
| REAP Expenditures | 2,676 | 0 | 22,131 | 18,510 |
| Total Expense | <u>481,367</u> | <u>566,750</u> | <u>729,181</u> | <u>667,410</u> |
| Net Change | <u>98,948</u> | <u>0</u> | <u>101,952</u> | <u>(25,400)</u> |
| Prior Fund Balance | <u>694,140</u> | <u>793,088</u> | <u>793,088</u> | <u>895,040</u> |
| New Fund Balance | <u>\$ 793,088</u> | <u>\$ 793,088</u> | <u>\$ 895,040</u> | <u>\$ 869,640</u> |

RESOLUTION NO. 2021-4

A RESOLUTION OF THE BOARD OF
TRUSTEES OF THE TOWN OF PORTER
OKLAHOMA, ADOPTING THE OPERATING
BUDGET FOR THE FISCAL YEAR

WHEREAS, the Board of Trustees of the Town of Porter, has completed the process required in 11 O.S. 17-201 et. Seq.; and .

WHEREAS, agreement has been reached relative to the estimated revenues, and necessary appropriations for the various accounts within various funds for the 2021-2022 fiscal year; and

WHEREAS, the appropriations must be approved by resolution;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF PORTER;

Section 1. That the 2021-2022 fiscal year operating budget be adopted in the amounts reflected in this resolution's attachment, which lists expenditures by department and classifications as required by 11 O.S. 17-213.


Section 2. That the resolution and a copy of the adopted budget be transmitted to the Clerk of this municipality.

Approved by the Board of Trustees of the Town of Porter the 24th day of June, 2021.



BRADAH LITTLEFIELD, MAYOR

ATTEST:



SHIRLEY HERRING, TOWN CLERK

AFFIDAVIT OF PUBLICATION

County of Muskogee, State of Oklahoma

The Muskogee Phoenix Case:

214 Wall St
Muskogee, Ok, 74402
918-684-2811

Budget Summary

I, **Kristina Hight**, of lawful age, being duly sworn upon oath, deposes and says that I am the Classified Advisor of The Muskogee Phoenix, a daily/weekly publication that is a "legal newspaper" as that phrase is defined in 25 O.S. § 106, as amended to date, for the City of Muskogee, for the County of Muskogee, in the State of Oklahoma. The attachment hereto contains a true and correct copy of what was published in the regular edition of said newspaper, and not in a supplement, in consecutive issues on the following dates:

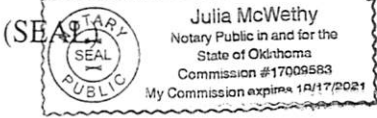
PUBLICATIONS: *June 18, 2021*

Kristina Hight
Kristina Hight

Signed and sworn to before me on this *18* day of June, 2021

Julia McWethy
Julia McWethy, Notary Public

My Commission expires: *10-17-2021*
Commission # *17009583*



Acct: *7548*
Fee: *54.75*
1 Run, 3 Columns, 72 Lines, 59 Words

Published in The Muskogee Phoenix
June 18, 2021

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Town of Porter, Oklahoma will hold a public hearing, during a special Board Of Trustees meeting, on Thursday, June 24, 2021 at 6:00 PM, in the Porter Town Hall located at 617 S. Main St., Porter, Oklahoma, at which time and place citizens shall have the opportunity to be heard in reference to the Fiscal Year 2021-22 budget.

TOWN OF PORTER, OKLAHOMA PROPOSED BUDGET FISCAL YEAR 2021-22

| | 19-20 Actual | 20-21 Estimated | 21-22 Budget |
|------------------------|-----------------|--------------------|-----------------|
| Beginning Fund Balance | \$ 803,995 | \$ 982,639 | \$ 1,106,268 |
| Revenues | | | |
| General Fund | \$ 224,928 | \$ 196,877 | \$ 251,500 |
| Street & Alley Fund | 115,580 | 67,835 | 65,100 |
| Cemetery Donation Fund | 50 | 0 | 3,500 |
| Cemetery Land Fund | 810 | 1,452 | 1,300 |
| Porter Public Works | 580,315 | 831,133 | 642,010 |
| Total Revenues | \$ 921,683 | \$ 1,097,297 | \$ 963,410 |
| Expenditures | | | |
| General | \$ 144,770 | \$ 99,837 | \$ 163,500 |
| Police | 64,260 | 56,708 | 68,850 |
| Fire | 500 | 2,016 | 2,000 |
| Street & Alley Fund | 45,978 | 60,604 | 106,400 |
| Cemetery Donation Fund | 0 | 19,176 | 900 |
| Cemetery Land Fund | 6,164 | 4,491 | 1,100 |
| Porter Public Works | 481,367 | 729,181 | 667,410 |
| Total Expenditures | 743,039 | 972,013 | 1,010,160 |
| Ending Fund Balance | \$ 982,639 | \$ 1,107,923 | \$ 1,059,518 |

TOWN OF PORTER

PORTER, OKLAHOMA 74454

BUDGET MESSAGE FY 2021-2022

To: Board of Trustees and Citizens of the Town of Porter, Oklahoma.

The upcoming FY 2021-2022 annual budget for the Town of Porter includes some significant components that reflect the Town's continuing efforts to provide quality service.

The budget present herein contains the following highlights:

General Fund:

Revenues are predicted to have a \$25,000.00 increase from the fiscal year 2020-21, due to an increase in sales tax, due to the reopening of Dollar General. Expenditures are predicted to have an increase of \$7,850.00 from the fiscal year 2020-21, due to increases in utilities and building maintenance.

Street and Alley Fund:

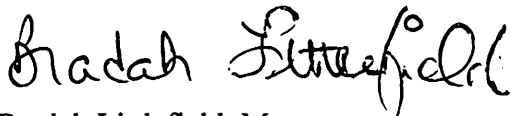
\$41,400.00 budgeted for street improvements.
\$11,000.00 budgeted for purchase of equipment.

Porter Public Works Authority:

Revenues are predicted to have a \$76,010.00 increase from the fiscal year 2020-2021, due to an increase in water rates; however, expenditures are predicted to increase by \$100,660.00, due to increases in salaries, professional services, and utilities. This deficit of \$24,650.00 created by the increase in expenditures over the increase in revenues will be taken out of Fund Balance.

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

Respectfully submitted,



Bradah Littlefield, Mayor