

TOWN OF FORT SUPPLY, OKLAHOMA
Fiscal Year 2018/2019 Annual Budget

BUDGET MEMO

DATE May 1, 2018

RE 2018/2019 Annual Budget

The budget includes the following highlights for fiscal year:

Sales Tax revenues for the Town are budgeted at a conservative 55% due to the loss of the convenience store. Beverage tax, tobacco tax and gas excise have not been budgeted for FY19 due to the loss of the convince store. If the store should re-open, the additional revenue if collected at FY18 rates would be \$26,658.

The utility rates for electric, sewer and trash are unchanged. A 8% pass through increase has been budgeted for water. The consumer fee applied to the utility bills in FY19 have been budget with no reduction.

The budget includes a fully funded CDBG grant totaling \$213,295 for Wastewater improvements.

Administrative employees have been allocated to both the General Fund and PWA. The PWA Maintenance Position has been allocated equally among the Electric, Water and Sewer Departments.

Capital improvements requested and budgeted items are as follows:

DEPARTMENT	ORIGINAL REQUEST	FUNDING PROPOSED
General Government		
Flag Pole - City Hall	\$ 4,000	\$ 4,000
Metal Doors - Community Bld	5,000	5,000
Street Department		
24 Tons Patch	3,000	3,000
Cold Patch	3,000	3,000
Cemetery		
Brick columns	5,000	5,000
	<u>\$ 20,000</u>	<u>\$ 20,000</u>
Administration Department		
Fuel Tanks	1,500	1,500
Electric Department		
Water Department		
Improvements	5,000	5,000
Sewer Department		
Unforeseen	4,000	4,000
Wastewater Project	213,295	213,295
	<u>\$ 223,795</u>	<u>\$ 223,795</u>
Total Capital Outlay	<u>\$ 243,795</u>	<u>\$ 243,795</u>

Copies of the proposed budget are available for review in the Office of the Town Clerk, Fort Supply, OK.

The legal level of control for the Town's 2018/2019 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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**State Auditor
and Inspector**

Woodward

In accordance with Section 17-208, Title 11, Oklahoma Statutes, notice is hereby given that the proposed fiscal year 2018/2019 budget will be considered at a public hearing on Tuesday, June 5, 2018. Copies of the proposed budget are available for review in Town Hall, Ft. Supply, OK.

The Town of Fort Supply 2018-2019 Annual Budget will be adopted by resolution during a meeting of the Town Council on Tuesday, June 5, 2018.

TOWN OF FORT SUPPLY, OKLAHOMA
Fiscal Year 2018-2019 Annual Budget

BUDGET SUMMARY

	BEGINNING BALANCE (Estimates)	REVENUES	EXPENSES	Net Change	ENDING BALANCE
GENERAL FUND	\$ 12,000	\$ 102,847	\$ (110,410)	\$ (7,563)	\$ 4,437
ENTERPRISE FUNDS					
Public Works Authority	\$ 253,643	\$ 646,027	\$ (699,843)	\$ (53,817)	\$ 199,826
GRAND TOTAL ALL FUNDS	\$ 265,643	\$ 748,874	\$ (810,253)	\$ (61,380)	\$ 204,263

General Fund

	ACTUAL 2016/2017	APPROVED BUDGET 2017/2018	PROJECTED YTD 2017/2018	PROPOSED BUDGET 2018/2019	
OPERATING REVENUES					
Sales tax	\$ 29,547	\$ 22,942	\$ 41,710	\$ 22,941	55%
Tobacco tax	313	234	392	-	0%
Alcohol beverage tax	3,736	3,494	3,012	-	0%
Gasoline excise tax	638	576	631	-	0%
Vehicle Tax	2,395	2,173	2,349	2,114	90%
Franchise tax	2,818	2,747	3,269	2,942	90%
Licenses and permits	250	300	233	200	
Court fines	-	-	-	-	
Grants	3,817	4,250	3,844	3,800	*fire
OEDA Grant	3,676	-	-	-	
Donations	13,484	2,000	20,650	7,060	*fire
Other Revenue	14,008	1,700	5,306	2,000	
TOTAL OPERATING REVENUES	74,682	40,416	81,396	41,057	
OPERATING EXPENSES					
General Government					
Personal Services	41,784	39,500	36,828	39,500	
Materials and Supplies	9,600	9,000	2,333	3,500	
Other Services and Charges	33,937	45,000	39,900	40,000	
Capital Outlay - flag pole	-	4,200	3,398	4,000	flag pole
Total General Government	85,321	97,700	82,459	87,000	
Fire Department					
Personal Services	60	1,200	1,040	1,200	
Materials and Supplies	7,255	4,500	8,920	5,860	*
Other Services and Charges	5,700	2,500	1,008	3,800	*
Capital Outlay	-	-	-	-	
Total Fire Department	13,015	8,200	10,968	10,860	
Street Department					
Personal Services	-	-	-	-	
Materials and Supplies	2,781	4,000	-	1,500	
Other Services and Charges	-	-	-	-	
Capital Outlay	-	-	-	-	
Total Street Department	2,781	4,000	-	1,500	
Cemetery Department					
Personal Services	-	-	-	-	
Materials and Supplies	-	-	-	-	
Other Services and Charges	-	-	-	-	
Capital Outlay	-	-	-	5,000	columns
Total Cemetery Department	-	-	-	5,000	
Community Building					
Personal Services	-	-	-	-	
Materials and Supplies	-	-	-	-	
Other Services and Charges	961	1,050	-	1,050	
Capital Outlay	-	-	-	5,000	doors
Total Community Building	961	1,050	-	6,050	
TOTAL EXPENDITURES	102,078	110,950	93,427	110,410	
REVENUES OVER (UNDER) EXPENDITURES	(27,396)	(70,534)	(12,031)	(69,353)	
OTHER FINANCING SOURCES (USES)					
Interest Income	40	40	48	40	
Transfers-out	-	-	-	-	
Transfers-in	(56,663)	66,500	-	61,750	
Net transfers	(56,663)	66,500	-	61,750	
TOTAL OTHER FINANCING SOURCES (USES)	(56,623)	133,040	48	61,790	

Town of Fort Supply
 General Fund Budget
 For the Year Ended June 30, 2019

General Fund

	ACTUAL 2016/2017	APPROVED BUDGET 2017/2018	PROJECTED YTD 2017/2018	PROPOSED BUDGET 2018/2019
REVENUES AND OTHER SOURCES OVER (UNDER) EXPENDITURES AND OTHER USES	(84,019)	(3,994)	(11,983)	(7,563)
BEGINNING FUND BALANCE	13,056	17,000	12,000	12,000
ENDING FUND BALANCE	\$ (70,963)	\$ 13,006	\$ 17	\$ 4,437

Public Works Authority

	ACTUAL 2016/2017	APPROVED BUDGET 2017/2018	PROJECTED YTD 2017/2018	PROPOSED BUDGET 2018/2019	
OPERATING REVENUES					
Electric Revenues	\$ 306,636	\$ 325,000	\$ 316,109	\$ 299,250	no store - 10%
Rate increase	-	-	-	-	
Water Revenues	76,202	85,000	74,769	74,000	
Rate increase - 8% pass thru	-	-	-	5,982	
Sewer Revenues	23,157	23,500	22,811	22,000	
Rate increase	-	-	-	-	
Trash Revenues	38,855	40,000	39,736	39,000	
Rate increase	-	-	-	-	
Consumer Fee	35,084	35,000	34,384	34,000	
Other Revenues	34,273	5,500	37,423	20,000	CUPS
TOTAL OPERATING REVENUES	514,207	514,000	525,232	494,232	
OPERATING EXPENSES					
Administration Department					
Personal Services	45,333	40,500	46,027	46,000	
Materials and Supplies	16,458	14,500	24,523	25,000	
Other Services and Charges	27,647	20,000	20,905	20,000	
Capital Outlay	-	-	-	1,500	fuel tank
Total Administration Department	89,438	75,000	91,455	92,500	
Electric Department					
Personal Services	17,673	20,800	18,327	21,000	
Materials and Supplies	10,693	5,000	11,004	11,000	
Electricity Purchased for Resale	159,793	170,000	181,751	176,298	no store
Other Services and Charges	16,162	12,500	11,408	11,500	
Capital Outlay	-	-	1,060	-	
Total Electric Department	204,321	208,300	223,549	219,798	
Water Department					
Personal Services	17,673	20,800	18,327	21,000	
Materials and Supplies	7,675	11,500	-	-	
Water Purchased for Resale	68,104	66,950	47,817	75,000	
Other Services and Charges	10,708	11,500	11,770	11,500	
Capital Outlay	-	-	-	5,000	valves, etc
Total Water Department	104,160	110,750	77,914	112,500	
Sewer Department					
Personal Services	17,673	20,800	18,327	21,000	
Materials and Supplies	10,894	500	2,912	3,000	
Other Services and Charges	919	330	781	750	
Capital Outlay	-	-	-	217,295	CDBG
Total Sewer Department	29,486	21,630	22,020	242,045	
Trash Department					
Other Services & Charges	31,475	32,000	32,825	33,000	
Total Trash Department	31,475	32,000	32,825	33,000	
TOTAL OPERATING EXPENDITURES	458,881	447,680	447,763	699,843	

Public Works Authority

	ACTUAL 2016/2017	APPROVED BUDGET 2017/2018	PROJECTED YTD 2017/2018	PROPOSED BUDGET 2018/2019
OPERATING INCOME (LOSS)	55,326	66,320	77,469	(205,612)
NON-OPERATING REVENUES (EXPENSES)				
Interest Income	360	250	242	250
Grants - CDBG	22,075	-	-	213,295 CDBG
Bad Debt	-	-	-	-
Transfers in/(out) - General Fund	56,663	(66,500)	-	(61,750)
TOTAL OTHER FINANCING SOURCES (USES)	79,098	(66,250)	242	151,795
NET INCOME	134,424	70	77,711	(53,817)
BEGINNING FUND BALANCE	220,569	200,000	253,643	253,643
ENDING FUND BALANCE	\$ 354,993	\$ 200,070	\$ 331,354	\$ 199,826
Electric Revenues	306,636.00	325,000.00	316,109.33	299,250.00
Electric Expenses, excluding capital outlay	204,321	208,300	222,489	219,798
	102,315	116,700	93,620	79,452
	33%	36%	30%	27%
Water Revenues	76,202	85,000	74,769	79,982
Water Expenses	104,160	110,750	77,914	107,500
	(27,958)	(25,750)	(3,145)	(27,518)
	-37%	-30%	-4%	-34%
Trash Revenues	38,855	40,000	39,736	39,000
Trash Expenses	31,475	32,000	32,825	33,000
	7,380	8,000	6,911	6,000
	19%	20%	17%	15%
Sewer Revenues	23,157	23,500	22,811	235,295
Sewer Expense	29,486	21,630	22,020	242,045
	(6,329)	1,870	791	(6,750)
	-27%	8%	3%	-3%

**FORT SUPPLY PUBLIC WORKS AUTHORITY
FORT SUPPLY OKLAHOMA**

RESOLUTION NO. 3-2018

**A RESOLUTION APPROVING THE FORT SUPPLY PUBLIC WORKS AUTHORITY:
FORT SUPPLY, OKLAHOMA BUDGET FOR THE FISCAL YEAR 2018-2019 AND
ESTABLISHING BUDGET AMENDMENT AUTHORITY.**

WHEREAS, The Fort Supply Public Works Authority 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 of the Town of Fort Supply has prepared a budget for the fiscal year ending June 30, 2019 (FY 2018-2019) consistent with the Act; and

WHEREAS, The Act in section 17-215 provides for the Mayor of the Town of Fort Supply , 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 Fort Supply Public Works Authority at least 30 days prior to the start of the fiscal year in compliance with Section 17-205; and

WHEREAS, The Fort Supply Public Works Authority 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 BOARD OF TRUSTEES OF THE
TOWN OF FORT SUPPLY, OKLAHOMA:**

SECTION 1. The Board of Trustees of the Town of Fort Supply does hereby adopt the Fort Supply Public Works Authority FY 2018-2019 Budget on the 5th day of June 2018. Legal appropriations (spending/encumbering limits) are hereby established as detailed in the attached budget.

SECTION 2. The Board of Trustees of the Fort Supply Public Works Authority does hereby authorize the Mayor of Fort Supply to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2018-2019, 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 Board of Trustees of the Fort Supply Public Works Authority.


SECTION 3. All supplemental appropriations or decrease in the total appropriation of a fund shall be adopted at a meeting of the Board of Trustees of the Fort Supply Public Works Authority and filed with the State Auditor and Inspector.

ADOPTED THIS 5th DAY OF JUNE 2018, BY THE BOARD OF TRUSTEES OF THE FORT SUPPLY PUBLIC WORKS AUTHORITY, FORT SUPPLY, OKLAHOMA.



MAYOR

ATTEST (SEAL)



TOWN CLERK

**TOWN OF FORT SUPPLY, OKLAHOMA
RESOLUTION NO. 2-2018**

**A RESOLUTION APPROVING THE TOWN OF FORT SUPPLY, OKLAHOMA
BUDGET FOR THE FISCAL YEAR 2018-2019 AND ESTABLISHING BUDGET
AMENDMENT AUTHORITY**

WHEREAS, The Town of Fort Supply 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 of the Town of Fort Supply has prepared a budget for the fiscal year ending June 30, 2019 (FY 2018-2019) consistent with the Act; and

WHEREAS, The Act in section 17-215 provides for the Mayor of the Town of Fort Supply , 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 Town of Fort Supply at least 30 days prior to the start of the fiscal year in compliance with Section 17-205; and

WHEREAS, The Town of Fort Supply 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 BOARD OF TRUSTEES OF THE
TOWN OF FORT SUPPLY, OKLAHOMA:**

SECTION 1. The Board of Trustees of the Town of Fort Supply does hereby adopt the FY 2017-2018 Budget on the 6th day of June 2018. Legal appropriations (spending/encumbering limits) are hereby established as detailed in the attached budget.

SECTION 2. The Board of Trustees of the Town of Fort Supply does hereby authorize the Mayor of Fort Supply to transfer any unexpended and unencumbered appropriations, at any time throughout FY 2018-2019, 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 Board of Trustees of the Town of Fort Supply.


SECTION 3. All supplemental appropriations or decrease in the total appropriation of a fund shall be adopted at a meeting of the Board of Trustees of the Town of Fort Supply and filed with the State Auditor and Inspector.

ADOPTED THIS 5th DAY OF JUNE, 2018, BY THE BOARD OF TRUSTEES OF THE
TOWN OF FORT SUPPLY, OKLAHOMA.



MAYOR

ATTEST: (SEAL)



TOWN CLERK

Advertising Invoice

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P.O. Box 156
Fort Supply, OK 73841

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00047816	Notice of Public Hearing	05/23/2018	05/23/2018	1	15.90	0.00	15.90

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