CITY OF DUNCAN FUND SUMMARY
FY 2023 BUDGET

Fund	Total Estimated Revenues	Total Budgeted Expenditures	Estimated Revenues Over (under) Budget Expenditures	Estimated Beginning Fund Balance	Ending Fund Balance before Transfers	Transfers In	Transfers Out	Ending Fund Balance after Transfers
Operating Funds:								
General Fund	$ 12,939,557	20,113,224	(7,173,667)	$ 6,093,853.00	(1,079,814)	$ 5,092,500.00	$ (48,600.00)	$ 3,964,086.00
DUPA	20,170,200	17,664,321	2,505,879	$ 14,076,147.00	16,582,026		$ (5,000,000.00)	$ 11,582,026.00
Other Utilities	15,331,947	15,418,478	(86,531)	$ 2,905,880.00	2,819,349			$ 2,819,349.00
Street&Alley Fund	208,000	195,104	12,896	$ 181,638.00	194,534			$ 194,534.00
Airport Fund	46,897	45,600	1,297	$ 50,905.00	52,202			$ 52,202.00
Sub-total Operating Funds	48,696,601	53,436,727	(4,740,126)	$ 23,308,423.00	18,568,297	$ 5,092,500.00	$ (5,048,600.00)	$ 18,612,197.00
Other Funds:								
Sales Tax General C.I.P.			-		0			$ -
Employee Retirement Fund	51,896	1,763,294	(1,711,398)	$ 6,258,016.00	4,546,618		$ (24,670.00)	$ 4,521,948.00
Cemetery Care	15,000	1,000	14,000	$ 66,459.00	80,459			$ 80,459.00
Technology Fund	20,500	36,000	(15,500)	$ 26,245.00	10,745			$ 10,745.00
Sales Tax Waurika	70,000	598,304	(528,304)	$ 4,244,298.00	3,715,994			$ 3,715,994.00
Library Grant & Gifts	19,864	19,802	62	$ 28.00	90			$ 90.00
Fire Dept. Uniform Allowance		137,473	(137,473)	$ 103,581.00	(33,892)	$ 48,600.00		$ 14,708.00
911 Telephone	245,000	382,547	(137,547)	$ 409,104.00	271,557		$ 92,500.00	$ 364,057.00
Police Grants/DEA/DA	-	28,500	(28,500)	$ 64,581.00	36,081			$ 36,081.00
Duncan Enhancement Trust Auth			-	$ 14,548.93	14,549			$ 14,548.93
Hunting & Fishing Fund	31,561	62,100	(30,539)	$ 90,972.00	60,433			$ 60,433.00
Economic Develop.Trust - Capital	1,010,245	1,800,000	(789,755)	$ 792,338.00	2,583			$ 2,583.00
Economic Development Trust	1,043,755	699,972	343,783	$ 1,971,742.00	2,315,525			$ 2,315,525.00
Deposit/Refunds			-		0			$ -
CDBG Com Dev Grants			-		0			$ -
Fire Grants			-		0			$ -
ARPA		208,376	(208,376)	$ 3,207,398.00	2,999,022			$ 2,999,022.00
Workers Compensation Fund			-		0			$ -
Sub-total Other Funds	2,507,821	5,737,368	(3,229,547)	17,249,311	14,019,764	$ 48,600.00	$ 67,830.00	$ 14,136,193.93
Totals	$ 51,204,422	59,174,095	$ (7,969,673)	40,557,734	32,588,061	5,141,100	(4,980,770)	$ 32,748,390.93

CITY OF DUNCAN, OKLAHOMA
BUDGET MESSAGE
Fiscal Year 2023

To: Honorable Mayor and Members of the City Council

The upcoming FY 2023 annual budget of the City of Duncan has been prepared for your consideration and reflects the City's continuing effort to provide quality services to our citizens.

The following are highlights of the proposed budget:

Revenues:
- Sales taxes are budgeted to reflect a breakeven with the Fiscal Year 2022 budget.
- Use tax is budgeted a breakeven with Fiscal Year 2022 actual revenues collected.
- Rate increases will include CPI increases to water, sewer, and sanitation.

Expenditures:
- Personal services:
    - The city continues to reduce their contribution to retiree insurance premiums by 10% plus the increase.
    - Police Union Negotiated Contract Increase; otherwise, Salaries and wages were not increased.
    - Personal Services were budgeted to allow for full employment.
    - Additional pension revenues were budgeted to decrease unfunded liability.
- Operations and maintenance:
    - Liability insurance premiums are budgeted to reflect a 0.3% increase.
    - Expenditures are budgeted to reflect Projects the council has adopted:
        - 2021A WW Improvements CWSRF OWRB
        - 2021B AMI CWSRF OWRB
        - 2021C Fire Station Project
        - 2021D Water System Improvements FAP
- Capital outlay:

The penny sales tax designated for capital purchases (CIP) for the Fiscal Year 2023 budget includes:

- *Police*: Vehicles, Patrol Unit Cameras & Computers, Building Improvements, Evidence Bldg Repair, Radar/Portable Breath Test, Body Armor/Protective Equipment, Helmets.
- *Streets*: Vehicle, Street Improvements, Street Signs, ODOT 29th St Improvements.
- *Fire*: New Station, Station #2 Remodel/Addition/Parking/Update, Fire Station #3 Upgrades, Dual Purpose Wildland Firefighting & Extrication Gear & Boots, Fire Station Alerting Notification System.
- *Water Distribution*: Fire Hydrant Replacements, Safety Equipment, Water Meters, Meter Boxes, Vehicle, Locating Equipment, Pumps w/Suction Hoses.
- *Water Production*: Major Repairs Equipment, Water Tower Inspection (Cleaning).
- *General Government*: HVAC & VAV Upgrade City Hall.
- *Finance*: Computer Software.
- *Pollution Control*: BU Nitrification Pump, East Lift Station, Grit Chamber Aerators, Primary Clarifier Rehab, Forklift, OMI Repairs.
- *Library*: Books, Furniture, Roof Repairs, HVAC Replacement, Panic Bar for Stairwells.
- *Parks*: Small Equipment (under 10,000), Memorial Park Improvements, Mowing Equipment, Tables and Benches, Equipment Attachments, Board Replacement for Bridges (N/S, Memorial, Whisenant, & Olen Sledge) and trailers for equipment, Fuqua Gazebo Remodel, One Ton Dump Bed Truck.
- *City Engineer*: GPS Equipment Upgrade, License Fees & Misc.
- *Code Enforcement*: Vehicle.
- *Municipal Court*: Software Maintenance, and Equipment.

- *Equipment Services*: Diagnostic Scanner & Programs, Building Improvements, and Specialty Tools.
- *Pools*: Fuqua Pool Repairs and Maintenance, Douglas Splash Pad.
- *Lakes*: Boat Ramps & Docks, Tractors & Mowers, Electric Upgrades, Signs, Road Improvements.
- *Electric*: Forklift, Aerial Truck, Transformers, Utility Poles, Replace Traffic Signal Equipment, UG Primary Replacement Contract Boring, Distribution Automation, Cable Rejuvenation, Substation Security.
- *Emergency Management*: Emergency Backup Generator, Portable Generator, Metal Poles for Storm Sirens, Portable Water Buffalo, Lightening Detection System, Storm Shelters.
- *Community Development*: CDBG Program Grant Match.
- *Senior Citizen Center*: Heating & Air Improvements, Building Improvements, Partitions, Security Fencing A/C.
- *Airport*: Runway Pavement, Maintenance Hangar Improvements, Drainage Improvements, Road Improvements, and FBO Hangar Improvements.
- *Information Technology*: Computers, Battery Back-Up, Palo Alto, Security Cameras Cloud Based.
- *Personnel*: City Website Maintenance.
- *911 Dispatch*: Computers, Servers, Stations, and CAD Spillman Contract.
- *Animal Control*: Building Improvements, Dox Box for Truck, computer stands and equipment for vehicle.

- Debt service:

Continuing debt service on Fire Ladder Truck, Fire pumper truck, fire brush rig, fire pickup, Streets excavator, Water Distribution backhoe, Water Pollution pickups, Water Pollution tractor, Water Pollution Truck, Electric (2) work trucks, Electric Bucket Truck, Animal Control Pickup, 2002A CWSRF loan, 2005A DWSRF loan, 2007A DWSRF loan, 2009A DWSRF loan, 2009 DWSRF loan, 2012 Revenue note, 2015 WLMCD loan, 2017 WLMCD loan, 2018 CWSRF loan, 2019 CWSRF loan, 2021A CWSRF, 2021B CWSRF, 2021C Fire Station, and 2021D Water System Improvements.

New Funds and Departments:

- Fund 60: Public Information and Civic Engagement
- Fund 70: Safety and Compliance

Inter-fund Transfers:

The following is a schedule of budgeted transfers between funds:

General Gov	Fire Uniform Fund	48,600	To satisfy Union Contract
General Gov	Technology Fund		To cover operational expenses
911 Fund	General Fund	92,500	911 Equipment
Other Utilities	General Fund	(2,000,000)	To cover operational expenses
DPUA	General Fund	5,000,000	To cover operational expenses
General Gov	Airport	-	To cover operational expenses
Total Transfers:		$ 3,141,100	

The proposed budget presented to you is a balanced budget prepared in accordance with the Oklahoma Municipal Budget Act in Title 11 of the Oklahoma Statutes. We submit this budget for your consideration and approval. The City Staff looks forward to working with the Council and citizens in the administration of the Fiscal Year 2023 budget.

Respectfully submitted,

Kimberly Meek
City Manager

#11

RESOLUTION 1746

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCAN, OKLAHOMA, ADOPTING THE OPERATING BUDGET FOR THE FISCAL YEAR BEGINNING JANUARY 1, 2023 AND ENDING DECEMBER 31, 2023 AND AUTHORIZING BUDGET TRANSFERS.

WHEREAS, the City of Duncan prepared its annual operating budget in accordance with the Oklahoma Municipal Budget Act, Title 11, Sections 17-201 through 17-216 of the Oklahoma Statutes; and

WHEREAS, agreement has been reached relative to the estimated revenues, and necessary appropriations for the various accounts within various funds for fiscal year beginning January 1, 2023 and ending December 31, 2023; and

WHEREAS, the appropriations must be approved by resolution; and

WHEREAS, the City of Duncan has need throughout the fiscal year to amend its annual operating budget through supplemental appropriations, decreases in appropriation or appropriation transfers; and

WHEREAS, the City Council desires to provide limited budget control flexibility to the City Manager in amending certain budget categories as needed without Council action as provided for by Title 11, Section 17-215.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DUNCAN:

Section 1. That the fiscal year operating budget for the year beginning January 1, 2023 and ending December 31, 2023; be adopted in the amounts reflected in this resolution's attachment which lists expenditures by department and classifications as required by Title 11 O.S. Section 17-213;

Section 2. That the resolution and a copy of the adopted budget be transmitted to the Oklahoma State Auditor and Inspector and one copy be transmitted to the Clerk of this municipality;

Section 3. That the City Council authorize the City Manager to transfer any unexpended and unencumbered appropriation or any portion thereof from one account to another within the same department or from one department to another within the same fund; except that no appropriation for debt service or other appropriation required by law or ordinance may be reduced below the minimums required.

Section 4. That the City Manager is required to submit for Council action all other budget amendments including transfers of appropriations between funds and all other supplemental appropriations or decreases in appropriations. Such proposed amendments will be submitted to Council for action on a properly completed Budget Amendment Form.

PASSED AND APPROVED by the City Council of the City of Duncan this 13th day of December, 2022.

Robert Armstrong, Mayor

ATTEST:

Rebecca Contreras

Rebecca Contreras, City Clerk

CITY OF DUNCAN OKLAHOMA
CHARTER
1954

AFFIDAVIT OF PUBLICATION

County of Stephens, State of Oklahoma

The Duncan Banner
PO Box 1268
Duncan, OK 73534
580-255-5354

I, **Crystal Childers,** of lawful age, being duly sworn upon oath, deposes and says that I am the General Manager of The Duncan Banner, a daily publication that is a "legal newspaper" as that phrase is defined in 25 O.S. § 106, as amdended to date, for the City of Duncan, for the County of Stephens 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:

PUBLICATION DATES:

November 29, 2022

Crystal Childers

Signed and sworn to before me

on this 30th day of November, 2022.

Sherrie McCormack
Notary Public

My commission expires: March 11, 2025

Commission # 21003394.

PUBLICATION FEE: $ 250.26.

SHERRIE MCCORMACK
Notary Public
State of Oklahoma
Commission #21003394 Exp: 03/11/25